



NORWALK CITY

Adopted Budget | FISCAL YEAR 2017-2018



CITY OF NORWALK
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**Summary of Changes to Fund Balances / Working Capital
Fiscal Year 2017-2018**

Fund	FUND BALANCE/ WORKING CAPITAL 6/30/2017	REVENUES FOR FY 2018	TRANSFERS IN/(OUT) FOR FY 2018	OPERATING & CAPITAL OUTLAY EXPENSES FOR FY 2018	CIP EXPENSE FOR FY 2018	ESTIMATED CHANGE IN FUND BALANCE/ WORKING CAPITAL FY 2018	ESTIMATED FUND BALANCE/ WORKING CAPITAL AS OF JUNE 30, 2018
General Fund (unassigned) *	13,306,555	45,709,720	(3,968,484)	(44,425,592)		(2,684,355)	10,622,200
General Fund - CIPs (assigned)	784,984				(1,051,983)	(1,051,983)	(266,999)
Total General Fund	14,091,539	45,709,720	(3,968,484)	(44,425,592)	(1,051,983)	(3,736,338)	10,355,201
Special Revenue Funds							
Child Care	-	4,149,346	-	(4,149,346)	-	-	-
Gas Tax	0	1,787,490	-	(1,743,090)	-	44,400	44,400
County Aid To Cities	33,900	-	-	-	(33,900)	(33,900)	-
Community Development Block Grant	235,664	1,433,997	-	(1,476,776)	(192,885)	(235,664)	-
Home Grant	28,442	358,960	-	(284,518)	-	74,442	102,884
Proposition A - Local Return	(0)	1,958,289	(1,848,915)	(68,000)	(41,374)	-	-
Air Quality Management	(24,958)	135,100	-	(102,264)	-	32,836	7,878
Senior Services Grant	3,677	54,389	32,406	(86,795)	-	-	3,677
COPS State	371,631	240,700	-	(232,417)	-	8,283	379,914
Juvenile Assistance Grant	-	59,985	-	(59,985)	-	-	-
Proposition C - Local Return	5,864,580	2,001,392	-	(937,568)	(5,499,530)	(4,435,706)	1,428,874
Measure R - Local Return	3,093,258	1,217,700	-	(482,000)	(1,998,999)	(1,263,299)	1,829,959
Measure M - Local Return	-	1,243,100	-	-	-	1,243,100	1,243,100
Parking Structure Operations	734,546	720,000	(255,907)	(515,901)	(565,000)	(616,807)	117,739
Asset Forfeitures	648	-	-	-	-	-	648
Dispute Resolution	-	25,449	34,643	(60,092)	-	-	-
Successor Agency Housing Administration	121,077	300	169,110	(109,218)	-	60,192	181,269
HSIP Grant	(0)	3,034,756	-	-	(3,034,756)	-	-
ATP Grant	0	2,087,036	-	-	(2,087,036)	-	-
CMAQ- Congestion Management Air Quality	-	806,000	-	-	(806,000)	-	-
CA Natural Resources	-	416,260	-	-	(416,260)	-	-
Housing Assistance Program	618,074	7,336,603	-	(7,295,522)	-	41,081	659,155
Total Special Revenue Funds	11,080,539	29,066,852	(1,868,663)	(17,603,491)	(14,675,740)	(5,081,042)	5,999,497

* Includes release of restricted balances

**Summary of Changes to Fund Balances / Working Capital
Fiscal Year 2017-2018**

Fund	FUND BALANCE/ WORKING CAPITAL 6/30/2017	REVENUES FOR FY 2018	TRANSFERS IN/(OUT) FOR FY 2018	OPERATING & CAPITAL OUTLAY EXPENSES FOR FY 2018	CIP EXPENSE FOR FY 2018	ESTIMATED CHANGE IN FUND BALANCE/ WORKING CAPITAL FY 2018	ESTIMATED FUND BALANCE/ WORKING CAPITAL AS OF JUNE 30, 2018
Capital Projects Funds							
Prop 1B - Capital Projects	214,189	250	-	-	-	250	214,439
RMRA - Road Maintenance Rehab Account	-	607,190	-	-	(145,000)	462,190	462,190
I-5 Mitigation	-	-	-	-	-	-	-
Arts in Public Places	307,855	21,000	-	(21,000)	(170,112)	(170,112)	137,743
LA County - MTA Measure R	-	3,380,400	-	-	(3,380,400)	-	-
S.B. 821- Bicycle/Pedestrian	(0)	68,392	-	-	-	68,392	68,392
Highway User Tax - Section 2103	1,769,431	422,560	-	(497,610)	(1,347,641)	(1,422,691)	346,740
MTA & LA County Transportation Grants	-	-	-	-	-	-	-
I-605 Mitigation (Measure R)	0	4,424,277	-	-	(4,424,277)	-	-
Highway Bridge Replacement (HBRR)	-	-	-	-	-	-	-
Surface Transportation Program (STPL)	-	425,000	-	-	(425,000)	-	-
Bond Proceeds - RDA	10,858,048	100,000	-	(30,000)	(2,295,558)	(2,225,558)	8,632,490
Housing Bond Proceeds	11,114,517	100,000	-	-	-	100,000	11,214,517
Cooperative Agreement	226,492	-	-	-	(205,652)	(205,652)	20,840
Urban Park Act	-	-	-	-	-	-	-
California High Speed Rail	0	214,000	-	(214,000)	-	-	-
Park Dedication Fees	101,203	-	-	-	-	-	101,203
Total Capital Projects Funds	24,591,735	9,763,069	-	(762,610)	(12,393,640)	(3,393,181)	21,198,554
Reserves							
Building/Facility Renovation	1,061,491	500	700,000	(254,000)	(746,137)	(299,637)	761,854
Computer & Technology Replacement	103,113	500	150,000	(102,216)	-	48,284	151,397
Vehicle & Equipment Replacement	1,480,080	5,000	-	(346,300)	-	(341,300)	1,138,780
NASC Equipment Replacement	82,470	500	65,000	(27,000)	-	38,500	120,970
Parks Equipment & Renovation	934,698	2,000	-	-	(461,653)	(459,653)	475,045
Total Reserve Funds	3,661,852	8,500	915,000	(729,516)	(1,207,790)	(1,013,806)	2,648,046

**Summary of Changes to Fund Balances / Working Capital
Fiscal Year 2017-2018**

Fund	FUND BALANCE/ WORKING CAPITAL 6/30/2017	REVENUES FOR FY 2018	TRANSFERS IN/(OUT) FOR FY 2018	OPERATING & CAPITAL OUTLAY EXPENSES FOR FY 2018	CIP EXPENSE FOR FY 2018	ESTIMATED CHANGE IN FUND BALANCE/ WORKING CAPITAL FY 2018	ESTIMATED FUND BALANCE/ WORKING CAPITAL AS OF JUNE 30, 2018
Enterprise Funds- working capital**							
Transportation - Operations	1,948,548	11,123,531	1,848,915	(12,738,716)	-	233,730	2,182,278
Transportation - Capital	1,766,804	3,037,523	-	(3,432,742)	(1,256,791)	(1,652,010)	114,794
Subtotal Transit	3,715,352	14,161,054	1,848,915	(16,171,458)	(1,256,791)	(1,418,280)	2,297,072

** Enterprise funds report working capital balance

Water	2,693,679	5,165,150	-	(4,448,188)	(5,607,707)	(4,890,745)	(2,197,066)
Sewer	4,607,719	2,587,000	-	(1,401,762)	(3,664,775)	(2,479,537)	2,128,182
Total Enterprise Funds**	11,016,750	21,913,204	1,848,915	(22,021,408)	(10,529,273)	(8,788,562)	2,228,188
Debt Service Fund							
2013 A&B Lease Revenue Refund Bonds	-	-	1,443,382	(1,443,382)	-	-	-
Total Debt Service Fund	-	-	1,443,382	(1,443,382)	-	-	-
Internal Service Funds							
Equipment Maintenance	-	-	-	-	-	-	-
Employee Benefits	-	29,624	-	(29,624)	-	-	-
Total Internal Service Funds	-	29,624	-	(29,624)	-	-	-
Irrevocable Trust Funds							
Irrevocable OPEB Trust Fund	4,634,337	636,930	629,850	-	-	1,266,780	5,901,117
Irrevocable Pension Trust Fund	-	-	1,000,000	-	-	1,000,000	1,000,000
Total Irrevocable Trust Funds	4,634,337	636,930	1,629,850	-	-	2,266,780	6,901,117
Subtotal All Funds	69,076,752	107,127,899	-	(87,015,622)	(39,858,426)	(19,746,149)	49,330,602
Less: Internal Service Funds	-	(29,624)	-	29,624	-	-	-
Net Total City Funds	69,076,752	107,098,275	-	(86,985,998)	(39,858,426)	(19,746,149)	49,330,602

** Enterprise funds report working capital balance

**Summary of Inter-Fund Transfers
Adopted Budget FY 2017-2018**

From:	To:	Amount
General Fund	Debt Service Fund	(1,187,475)
	Senior Grant Fund	(32,406)
	Dispute Resolution Grant Fund	(34,643)
	Sucessor Agency Housing Fund	(169,110)
	Building/Facility Renovation	(700,000)
	Computer & Technology Replacement	(150,000)
	NASC Equipment Replacement	(65,000)
	Irrevocable OPEB Trust Fund	(629,850)
	Irrevocable Pension Trust Fund	(1,000,000)
Total General Fund Transfers Out		\$ (3,968,484)
Proposition A	Transportation - Operations	\$ (1,848,915)
Parking Structure Operations	Debt Service Fund	\$ (255,907)
To:	From:	Amount
Debt Service Fund	General Fund	1,187,475
	Parking Structure Operations	255,907
Total Debt Service Transfers In		\$ 1,443,382
Senior Grant Fund	General Fund	\$ 32,406
Dispute Resolution Grant Fund	General Fund	\$ 34,643
Sucessor Agency Housing Fund	General Fund	\$ 169,110
Building/Facility Renovation	General Fund	\$ 700,000
Computer & Technology Replacement	General Fund	\$ 150,000
NASC Equipment Replacement	General Fund	\$ 65,000
Irrevocable OPEB Trust Fund	General Fund	\$ 629,850
Irrevocable Pension Trust Fund	General Fund	\$ 1,000,000
Transportation - Operations	Proposition A	\$ 1,848,915

**CITY OF NORWALK
GENERAL FUND - EXPENDITURE SUMMARY**

EXPENDITURES BY TYPE	BUDGET FY17	BUDGET FY18	VARIANCE BUDGET FY18 vs. BUDGET FY17	
SALARIES & BENEFITS	21,659,214	21,972,800	313,586	1%
CONTRACT SERVICES	6,488,233	6,755,277	267,044	4%
SHERIFF'S CONTRACT	11,140,432	11,769,125	628,693	6%
UTILITIES	2,876,529	2,483,850	(392,679)	-14%
INSURANCE	672,730	1,194,289	521,559	78%
DEBT SERVICE	1,204,221	1,187,475	(16,746)	-1%
OTHER OPERATING COSTS	3,490,994	2,503,954	(987,040)	-28%
MINOR CAPITAL OUTLAYS	367,539	155,699	(211,840)	-58%
TOTAL OPERATIONS & MINOR CAPITAL OUTLAYS	47,899,892	48,022,469	122,577	0%
Less Transfers In From Special Revenues Funds:				
GAS TAX FUND	(2,233,900)	(1,743,090)	490,810	-22%
TRAFFIC CONGESTION RELIEF FUND	(135,000)	(435,610)	(300,610)	223%
OTHER SPECIAL REVENUE FUNDS	(176,042)	(163,654)	12,388	-7%
TOTAL OPERATIONAL TRANSFERS (IN)/OUT	(2,544,942)	(2,342,354)	202,588	-8%
NET OPERATIONAL EXPENDITURES	\$ 45,354,950	\$ 45,680,115	\$ 325,165	\$ 0
TRANFER TO HOUSING SUCESSOR AGENCY	214,940	169,110	(45,830)	(0)
TRANSFERS TO "REPLACEMENT" FUNDS	347,800	915,000	567,200	2
TRANSFER PARKING STRUCTURE FUND	500,000	-	(500,000)	(1)
TRANFER TO OPEB TRUST FUND	1,228,300	629,850	(598,450)	(0)
TRANFER TO PENSION TRUST FUND	-	1,000,000	1,000,000	-
CAPITAL IMPROVEMENT PROJECTS	1,423,842	1,051,983	(371,859)	(0)
TOTAL GENERAL FUND EXPENDITURES	\$ 49,069,832	\$ 49,446,058	\$ 376,226	\$ 0

**CITY OF NORWALK
GENERAL FUND - EXPENDITURE SUMMARY**

EXPENDITURES BY DEPARTMENT	BUDGET FY17	BUDGET FY18	VARIANCE BUDGET FY18 vs. BUDGET FY17	
MAYOR / COUNCIL & BOARDS	437,779	443,276	5,497	1%
ADMINISTRATION	535,271	538,624	3,353	1%
CITY ATTORNEY	415,000	370,000	(45,000)	-11%
MANAGEMENT SERVICES	588,057	521,015	(67,042)	-11%
COMMUNICATIONS & PUBLIC AFFAIRS	682,213	731,654	49,441	7%
CABLE TV	329,001	252,327	(76,674)	-23%
MIS - NETWORK CONTRACTOR	546,630	546,919	289	0%
CITY CLERK	925,124	814,843	(110,281)	-12%
HUMAN RESOURCES	1,831,704	2,176,788	345,084	19%
FINANCE	1,948,966	1,981,082	32,116	2%
DEBT SERVICE	1,204,221	1,187,475	(16,746)	-1%
PUBLIC SAFETY	14,196,836	14,761,278	564,442	4%
PUBLIC SERVICES	9,273,332	9,823,811	550,479	6%
SOCIAL SERVICES	2,356,686	2,317,930	(38,756)	-2%
RECREATION	4,903,268	4,602,554	(300,714)	-6%
COMMUNITY DEVELOPMENT	5,180,862	4,610,540	(570,322)	-11%
TOTAL ALL DEPARTMENTS - OPERATIONS	\$ 45,354,950	\$ 45,680,115	\$ 325,165	\$ 0
TRANFER TO HOUSING SUCESSOR AGENCY	214,940	169,110	(45,830)	(0)
TRANSFERS TO "REPLACEMENT" FUNDS	347,800	915,000	567,200	2
TRANSFER PARKING STRUCTURE FUND	500,000	-	(500,000)	(1)
TRANFER TO OPEB TRUST FUND	1,228,300	629,850	(598,450)	(0)
TRANFER TO PENSION TRUST FUND	-	1,000,000	1,000,000	-
CAPITAL IMPROVEMENT PROJECTS	1,423,842	1,051,983	(371,859)	(0)
TOTAL EXPENDITURES	\$ 49,069,832	\$ 49,446,058	\$ 376,226	\$ 0

**CITY OF NORWALK - GENERAL FUND
REVENUE SUMMARY**

REVENUE DESCRIPTION	BUDGET FY 2017	ESTIMATED ACTUAL FY 2017	ADOPTED BUDGET FY 2018	BUDGET FY 18 vs. BUDGET FY17	Amount Variance
				% Variance	
PROP TAX-S.E. REC & PARK AREA	2,879,940	2,879,940	2,917,300	1%	37,360
PROPERTY TAX IN-LIEU/VLF	10,430,500	10,570,000	10,890,000	4%	459,500
NO/LOW PROPERTY TAX-CNTY	3,899,200	3,899,200	3,942,300	1%	43,100
SA RDAs - AB 1484 ALLOCATIONS	150,000	100,000	90,000	-40%	(60,000)
REAL-PROPERTY VALUE DERIVED REVENUES:	17,359,640	17,449,140	17,839,600	3%	479,960
SALES & USE TAXES (STATE)	10,471,000	10,414,100	10,821,160	3%	350,160
UTILITY USER TAX	5,190,400	5,190,400	5,151,500	-1%	(38,900)
TRANSIENT OCCUPANCY TAX	1,583,200	1,583,200	1,612,400	2%	29,200
FRANCHISE TAX	1,185,600	1,185,600	1,251,920	6%	66,320
FRANCHISE - CABLE TV	716,800	709,500	703,370	-2%	(13,430)
BUSINESS LICENSE	872,000	872,000	885,100	2%	13,100
REAL PROPERTY TRANSFER TAX	215,000	240,000	257,700	20%	42,700
OTHER TAXES & FRANCHISES:	20,234,000	20,194,800	20,683,150	2%	449,150
OTHER GENERAL REVENUES	3,161,160	3,118,111	3,274,190	4%	113,030
PUBLIC SAFETY REVENUES	1,598,540	1,296,399	1,392,500	-13%	(206,040)
PUBLIC SERVICES REVENUES	63,200	52,000	67,350	7%	4,150
SOCIAL SERVICES REVENUES	25,200	26,200	26,480	5%	1,280
RECREATION & PARKS REVENUES *	634,200	682,550	886,150	40%	251,950
COMMUNITY DEVELOPMENT REVENUES	1,476,200	1,814,300	1,540,300	4%	64,100
TOTAL - GENERAL FUND REVENUES	\$ 44,552,140	\$ 44,633,500	\$ 45,709,720	3%	1,157,580
LESS ONE-TIME REVENUES*	-	-	(300,500)		(300,500)
ADJUSTED OPERATING REVENUES	\$ 44,552,140	\$ 44,633,500	\$ 45,409,220	2%	857,080

REVENUES - GENERAL FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 14-15 ACTUAL	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET
FUND - 101 - GENERAL FUND						
FUNCTION - 10 - GENERAL GOVERNMENT						
101-10-0000	4011	SECURED TAX-222. 21 (S.E. Recr. Area)	2,695,372	2,796,059	2,879,940	2,917,300
101-10-0000	4012	PROPERTY TAX IN-LIEU/VLF	9,566,153	9,973,472	10,430,500	10,890,000
101-10-0000	4412	NO/LOW PROPERTY TAX-222.01	3,633,782	3,785,637	3,899,200	3,942,300
101-10-0000	4015	SA RDA - AB 1484 ALLOCATIONS	314,574	829,108	150,000	90,000
REAL-PROPERTY VALUE RELATED REVENUES:			16,209,881	17,384,276	17,359,640	17,839,600
101-10-0000	4021	SALES & USE TAXES (STATE)	9,525,144	10,541,304	10,471,000	10,821,160
101-10-0000	4022	UTILITY USER TAX	5,287,009	5,296,349	5,190,400	5,151,500
101-10-0000	4023	TRANSIENT OCCUPANCY TAX	1,378,504	1,532,516	1,583,200	1,612,400
101-10-0000	4024	FRANCHISE TAX	1,141,043	1,141,900	1,185,600	1,251,920
101-10-0000	4025	FRANCHISE - CABLE TV	767,482	739,954	716,800	703,370
101-10-0000	4026	BUSINESS LICENSE	843,097	844,971	872,000	885,100
101-10-0000	4027	REAL PROPERTY TRANSFER TAX	198,514	225,658	215,000	257,700
TAXES & FRANCHISES:			19,140,793	20,322,653	20,234,000	20,683,150
101-10-0000	4116	FIREWORKS PERMITS	11,331	11,933	9,000	10,000
101-10-0000	4119	PERMITS - MISC. OTHER	21,810	25,938	30,000	25,000
101-10-0000	4131	ANIMAL LICENSE	343,150	374,983	345,000	350,000
LICENSES & PERMITS:			376,292	412,854	384,000	385,000

REVENUES - GENERAL FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 14-15 ACTUAL	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET
101-10-0000	4222	WASTE MANAGEMENT FORFEITS	222,700	(10,797)	5,000	3,000
101-10-0000	4235	RETURNED CHECK FEES	490	420	500	300
101-10-0000	4237	ANIMAL LIC/DELINQUENT CHARGE	30,916	37,688	35,000	35,000
PENALTIES:			254,106	27,310	40,500	38,300
101-10-0000	4311	INTEREST EARNINGS	79,845	131,873	110,000	120,000
101-10-0000	4312	INTEREST - LOANS TO OTHER FUNDS	148,395	186,391	587,270	570,200
101-10-0000	4315	INTEREST INCOME-GASB #31	(62,380)	202,969	-	-
101-10-0000	4316	PURCHASING DISCOUNTS	17,938	15,044	15,000	12,000
101-10-0000	4318	CASH OVERAGE/SHORTAGE	-	(85)	-	-
101-10-0000	4321	RENTAL-NWK AUTO AUCTION	596,257	598,212	607,200	619,100
101-10-0000	4323	RENTAL-FACILITIES RESERV	5,869	3,592	-	1,000
101-10-0000	4326	RENTAL & USE PROPERTY/OTHER	31,724	31,117	25,000	35,000
USE OF MONEY & PROPERTY:			817,648	1,169,113	1,344,470	1,357,300
101-10-0000	4413	MOTOR VEHICLE LICENSE FEE	45,152	43,240	40,000	49,000
STATE TAX:			45,152	43,240	40,000	49,000
101-10-0000	4441	USE OIL RECYCLING PROGRAM	29,613	29,529	29,000	29,000
101-10-0000	4444	E-WASTE COLLECTION REIMB	3,375	242	2,500	2,500
101-10-0000	4446	BEVERAGE CONTAINER RECYCLING	27,919	28,233	27,290	27,000
101-10-0000	4447	STATE MANDATED COST REIMB	297,880	118,569	40,000	20,000
101-10-0000	4449	STATE GRANTS - OTHER	-	26,784	110,000	73,500
101-10-0000	4491	PEG CONTRIBUTIONS	153,638	148,135	143,300	159,400
STATE & OTHER AGENCIES:			512,426	351,492	352,090	311,400

REVENUES - GENERAL FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 14-15 ACTUAL	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET
101-10-0000	4507	ADA SB 1186 FEE	2,519	2,613	2,700	2,700
101-10-0000	4516	BUS LICENSE PROCESSING FEES	76,637	77,121	78,000	80,000
101-10-0000	4525	DUPLICATION SERVICE CHARGES	3,571	6,292	6,500	5,000
FEES FOR SERVICES:			82,727	86,026	87,200	87,700
101-10-0000	4611	SALE OF EQUIPMENT & SCRAP	10,250	24,261	10,000	12,000
101-10-0000	4621	REIMB/SHARED EXPENSES	37,967	53,131	18,100	153,790
101-10-0000	4623	ADMIN REIMB / OTHER FUNDS	808,062	824,300	840,700	837,600
101-10-0000	4624	SETTLEMENT	15,567	-	-	-
101-10-0000	4625	DAMAGE RECOVERIES	(28,828)	(1,937)	10,000	10,000
101-10-0000	4626	INSURANCE REFUND	111,810	15,708	10,000	10,000
OTHER REVENUES:			954,828	915,464	888,800	1,023,390
101-10-0000	4690	MISC OTHER REVENUE	9,019	2,178	6,500	5,000
101-10-0000	4691	DELINQUENT TRASH COLLECT	19,702	28,492	15,000	15,000
101-10-0000	4694	UNION DUES PROCESSING	357	359	600	600
101-10-0000	4696	COLLECTION AGENCY REVENUE	2,002	59	2,000	1,500
MISC. REVENUES:			31,080	31,088	24,100	22,100
TOTAL GENERAL GOVERNMENT:			38,424,933	40,743,515	40,754,800	41,796,940

REVENUES - GENERAL FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 14-15 ACTUAL	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET
FUND - 101 - GENERAL FUND						
FUNCTION - 20 - PUBLIC SAFETY						
101-20-0000	4115	SPECIAL PARKING PERMITS	6,056	6,238	5,200	6,000
101-20-0000	4211	VEHICLE CODE-TRAFFIC	255,572	285,316	280,000	215,000
101-20-0000	4212	FINES - OTHER	52,176	56,989	48,400	40,000
101-20-0000	4213	LOCAL CODE ENFORCEMENT	905,429	984,484	1,100,000	1,000,000
101-20-0000	4214	DRIVING UNDER INFLUENCE	7,124	24,289	15,000	25,000
101-20-0000	4215	CURFEW FINE	-	15	-	-
101-20-0000	4216	FALSE ALARMS	(45)	-	250	-
101-20-0000	4217	ILLEGAL FIREWORKS CITATIONS	54,690	10,014	17,190	15,000
PENALTIES, FORFEIT & FINES:			1,281,002	1,367,346	1,466,040	1,301,000
101-20-0000	4469	FEDERAL GRANTS-OTHER	-	3,034	-	-
FEDERAL GRANTS:			-	3,034	-	-

REVENUES - GENERAL FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 14-15 ACTUAL	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET
101-20-0000	4524	ADMIN FEES - IMPOUNDED VEHICLES	125,545	101,684	115,000	80,000
101-20-0000	4590	OTHER FEES FOR SERVICES	11,862	2,556	10,000	9,000
101-20-0000	4622	LABOR RECOVERY	401	(527)	-	-
101-20-0000	4625	DAMAGE RECOVERIES	1,596	(124)	5,000	-
101-20-0000	4692	PARENT/MINOR RESPONSIBILITY	544	(7,706)	2,500	2,500
101-20-0000	4696	COLLECTION AGENCY REVENUES	-	479	-	-
FEES FOR SERVICES:			139,948	99,395	132,500	91,500
TOTAL PUBLIC SAFETY:			1,420,950	1,466,741	1,598,540	1,392,500

FUND - 101 - GENERAL FUND

FUNCTION - 30 - PUBLIC SERVICES

101-30-0000	4438	OTHER LOCAL AGENCIES/Edison Rebates	132,041	131,728	50,000	59,350
101-30-0000	4469	FEDERAL GRANTS-OTHER	55,051	-	-	-
101-30-0000	4621	REIMB/SHARED EXPENSES	7,239	8,655	3,000	3,000
101-30-0000	4622	LABOR RECOVERY	-	-	200	-
101-30-0000	4625	DAMAGE RECOVERIES	-	5,168	10,000	5,000
101-30-0000	4690	MISC OTHER REVENUE	741	234	-	-
TOTAL PUBLIC SERVICES:			195,072	145,785	63,200	67,350

REVENUES - GENERAL FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 14-15 ACTUAL	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET
FUND - 101 - GENERAL FUND						
FUNCTION - 40 - SOCIAL SERVICES						
101-40-0000	4318	CASH OVERAGE/SHORTAGE	-	(13)	-	-
USE OF MONEY & PROPERTY:			-	(13)	-	-
101-40-0000	4531	SENIOR TOURS	5,194	14,375	8,000	8,950
101-40-0000	4532	SENIOR CONTRACT CLASSES	5,858	10,197	5,200	5,530
101-40-0000	4533	SENIOR CENTER PROGRAMS	14,524	13,872	12,000	12,000
FEES FOR SERVICES:			25,576	38,443	25,200	26,480
TOTAL SOCIAL SERVICES:			25,576	38,430	25,200	26,480
 FUND - 101 - GENERAL FUND						
FUNCTION - 50 - CULTURE AND RECREATION						
101-50-0000	4318	CASH OVERAGE/SHORTAGE	-	276	-	-
101-50-0000	4326	RENTAL- OTHER PROPERTY	-	4,000	-	-
101-50-0000	4324	FIELD RESERVATION-RECR	10,230	9,290	3,000	3,000
USE OF PROPERTY:			10,230	13,566	3,000	3,000

REVENUES - GENERAL FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 14-15 ACTUAL	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET
101-50-0000	4438	OTHER LOCAL AGENCIES	1,500	2,700	-	-
101-50-0000	4439	COUNTY GRANT	1,549	2,500	-	230,000
LOCAL GRANTS:			3,049	5,200	-	230,000
101-50-0000	4551	ADULT & FAMILY EXCURSIONS				
101-50-0000	4552	CONTRACT CLASSES	5,768	7,703	5,000	6,500
101-50-0000	4553	ADULT SPORTS	9,414	12,258	12,000	10,000
101-50-0000	4554	THERAPEUTIC RECREATION	10,337	13,530	11,500	11,500
101-50-0000	4555	DAY CAMPS	54,860	51,450	45,000	40,000
101-50-0000	4556	AQUATIC PROGRAM	138,183	143,979	138,000	138,000
101-50-0000	4557	TOT PROGRAMS	23,776	22,564	20,000	25,000
101-50-0000	4559	RECREATION SERVICES-OTHER	66	108	1,500	1,500
101-50-0000	4565	YOUTH SPORTS	64,541	65,283	59,000	64,000
FEES FOR SERVICES:			306,943	316,875	292,000	296,500
101-50-0000	4690	MISC OTHER REVENUE	10	357	-	12,350
MISC REVENUE:			10	357	-	12,350

REVENUES - GENERAL FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 14-15 ACTUAL	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET
101-50-5203	4318	CASH OVERAGE/SHORTAGE	-	21	-	-
101-50-5203	4323	RENTAL-AQUATICS	4,629	5,969	5,700	5,700
101-50-5208	4323	RENTAL- PARK FACILITIES	24,523	26,155	18,500	24,000
101-50-5506	4559	RECREATION SERVICES-OTHER	4,897	2,890	4,000	4,000
101-50-5508	4552	CONTRACT CLASSES- MARIACHI	6,266	5,135	6,000	5,100
101-50-5702	4318	CASH OVERAGE/SHORTAGE	-	(84)	-	-
101-50-5702	4323	RENTAL-NASC FACILITIES	156,810	172,317	140,000	150,000
101-50-5702	4552	CONTRACT CLASSES	48,242	40,201	40,000	40,000
101-50-5702	4561	NASC - ENTRY & MEMBERSHIP FEES	94,706	87,461	87,000	77,000
101-50-5702	4562	BOXING	17,033	18,147	15,000	15,000
101-50-5702	4690	MISC OTHER REVENUE	1,791	1,636	1,000	1,500
101-50-5732	4449	GRANTS - OTHER	4,500	450	-	-
101-50-5732	4552	CONTRACT CLASSES/CULTURAL ARTS	6,145	5,900	6,000	6,000
101-50-5732	4559	RECREATION SERVICES-CULTURAL ARTS	16,905	15,165	16,000	16,000
FEES FOR SERVICES:			386,445	381,362	339,200	344,300
TOTAL CULTURE & RECREATION:			706,677	717,360	634,200	886,150

REVENUES - GENERAL FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 14-15 ACTUAL	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET
FUND - 101 - GENERAL FUND						
FUNCTION - 61 - DEVELOPMENT SERVICES						
101-61-0000	4261	ADMINISTRATIVE CITATIONS	3,781	8,883	5,000	5,000
		FINES & FORFEITURES:	3,781	8,883	5,000	5,000
101-61-0000	4318	CASH OVERAGE/SHORTAGE	-	(273)	-	-
		USE OF PROPERTY	-	(273)	-	-
101-61-0000	4111	BUILDING PERMITS	587,719	1,020,518	850,000	900,000
101-61-0000	4113	STREET OPENING PERMITS	90,908	125,559	85,000	110,000
101-61-0000	4114	SIGN PERMITS	7,860	5,893	7,000	7,000
		LICENSES & PERMITS:	686,487	1,151,970	942,000	1,017,000

REVENUES - GENERAL FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 14-15 ACTUAL	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET
101-61-0000	4505	STORM WATER PLAN CHECK FEE	-	-	1,000	1,000
101-61-0000	4506	STORM WATER (MS4) INSPECTION	9,635	9,445	9,000	9,000
101-61-0000	4508	GREEN BUILDING ORDINANCE	470	236	500	500
101-61-0000	4509	SMIP FEES	(209)	250	400	400
101-61-0000	4511	PLANNING & ZONING FEES	193,172	116,712	145,000	150,000
101-61-0000	4512	ENG/PLAN CHECKING FEES	7,295	4,687	2,000	7,500
101-61-0000	4513	BLD & SFTY/PLAN CHECKING	245,780	248,637	260,000	250,000
101-61-0000	4514	ENG/INSPECTION FEES	-	1,781	800	900
101-61-0000	4519	PLAN/RECORDS RECOVERY FEE	41,244	49,376	45,000	40,000
101-61-0000	4526	ADMIN PROCESSING FEES (WMP)	8,237	11,088	8,000	8,000
101-61-0000	4543	VACANT PROPERTY REG & FEES	11,859	7,914	7,500	2,000
101-61-0000	4544	BOARD-UP ABATEMENT FEES	17,794	27,704	30,000	30,000
101-61-0000	4545	WEED & LITTER ABATM'T FEE	18,854	9,688	16,000	15,000
FEES FOR SERVICES:			554,131	487,518	525,200	514,300
101-61-0000	4621	REIMBURSEMENT/SHARED EXP	(2,181)	-	-	-
101-61-0000	4622	LABOR RECOVERY	1,212	700	4,000	4,000
MISC REVENUE:			(969)	700	4,000	4,000
TOTAL DEVELOPMENT SERVICES:			1,243,430	1,648,798	1,476,200	1,540,300
TOTAL GENERAL FUND OPERATIONAL REVENUE:			42,016,638	44,760,630	44,552,140	45,709,720

REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 14-15 ACTUAL	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET
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FUND - 203 - CHILD CARE

203-40-0000	4438	OTHER LOCAL AGENCIES	45,981	45,996	-	-
203-40-0000	4439	COUNTY GRANTS-OTHER	1,208,114	1,287,872	1,087,632	1,292,207
203-40-0000	4449	STATE GRANTS - OTHER	1,988,986	2,487,923	2,873,395	2,757,139
203-40-0000	4628	PARENT FEES	68,454	86,420	70,192	100,000

TOTAL CHILD CARE FUND REVENUE:	3,311,535	3,908,210	4,031,219	4,149,346
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FUND - 204 - GAS TAX

204-30-0000	4311	INTEREST EARNINGS	3,289	8,410	1,000	500
204-30-0000	4421	STATE GAS TAX - 2107	834,874	733,316	814,590	790,590
204-30-0000	4422	STATE GAS TAX - 2107.5	20,000	10,000	10,000	10,000
204-30-0000	4423	STATE GAS TAX - 2105	649,344	599,956	630,620	611,980
204-30-0000	4424	STATE GAS TAX -2106	389,482	356,080	385,650	374,420

TOTAL GAS TAX FUND REVENUE:	1,896,988	1,707,762	1,841,860	1,787,490
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FUND - 205 - COUNTY AID TO CITIES

205-10-0000	4311	INTEREST EARNINGS	235	335	100	-
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TOTAL AID TO CITIES FUND REVENUE:	235	335	100	-
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REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 14-15 ACTUAL	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET
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FUND - 207 - COMMUNITY DEVELOPMENT BLOCK GRANT

207-62-0000	4311	INTEREST EARNINGS	2,927	3,995	1,100	400
207-62-0000	4464	CDBG/REPROGRAMMED - PY	-	-	200,000	50,838
207-62-0000	4467	UNUSED/RE-PROGRAM FUNDS		-	-	150,000
207-62-0000	4469	FEDERAL GRANTS-OTHER	937,240	1,241,927	1,141,459	1,141,459
207-62-0000	4651	LOW INT LOANS REPAYMENT	56,093	53,541	45,000	45,000
207-62-0000	4652	DEFERRED LOANS REPAYMENT	297,805	228,165	202,500	46,300
TOTAL CDBG FUND REVENUE:			1,294,065	1,527,628	1,590,059	1,433,997

FUND - 208 - HOME GRANT FUND

208-62-0000	4311	INTEREST EARNINGS	1,127	1,642	-	-
208-62-0000	4464	HOME/REPROGRAMMED - PY	-	-	-	89,683
208-62-0000	4469	FEDERAL GRANTS-OTHER	220,794	313,911	241,365	245,277
208-62-0000	4654	HOME LOANS REPAYMENT	297,231	156,086	41,500	24,000
TOTAL HOME FUND REVENUE:			519,152	471,638	282,865	358,960

FUND - 210 TRANSIT - PROPOSITION A LOCAL RETURN

210-45-0000	4084	PROP A LOCAL RETURN	1,876,285	1,924,698	1,995,648	1,958,289
210-45-0000	4311	INTEREST EARNINGS	-	-	-	-
210-45-0000	3995	TO TRANSIT	(1,829,007)	(1,849,557)	(1,945,204)	(1,848,915)
TOTAL PROP A - TRANSIT REVENUE:			47,278	75,141	50,444	109,374

REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 14-15 ACTUAL	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET
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FUND - 212 - OTS/ MISC GRANTS

212-20-0000	4469	FEDERAL GRANTS/DUI GRANT	4,070	17,896	-	-
TOTAL OTS FUND - MISC GRANTS REVENUE:			4,070	17,896	-	-

FUND - 213 - AIR QUALITY MANAGEMENT FUND

213-61-0000	4311	INTEREST EARNINGS	685	1,018	100	100
213-61-0000	4439	COUNTY GRANTS-OTHER	132,297	136,541	133,800	135,000
TOTAL AQMD FUND REVENUE:			132,982	137,559	133,900	135,100

FUND - 217 - SENIOR SERVICES FUND

217-40-0000	4469	FEDERAL GRANTS-OTHER	54,239	57,647	54,391	54,389
217-90-9101	4790	OPERATING TRANSFERS IN	18,632	26,214	28,991	32,406
TOTAL SENIOR SERVICES FUND REVENUE:			72,871	83,861	83,382	86,795

FUND - 221 - FEMA GRANT

221-20-0000	4469	FEDERAL GRANTS-OTHER	-	5,069	-	-
TOTAL FEMA GRANT REVENUE:			-	5,069	-	-

REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 14-15 ACTUAL	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET
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FUND - 222 - COPS STATE FUND

222-20-0000	4311	INTEREST EARNINGS	1,399	2,453	200	700
222-20-0000	4448	ST GRANTS/LEGISLATIVE	178,937	192,127	140,000	240,000

TOTAL COPS STATE FUND REVENUE:	180,336	194,580	140,200	240,700
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FUND - 224 - JUSTICE ASSISTANCE GRANT FUND

224-20-0000	4469	FEDERAL GRANTS-OTHER	26,449	29,260	44,801	59,985
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TOTAL JUVENILE ASSISTANCE GRANT FUND REVENUE:	26,449	29,260	44,801	59,985
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FUND - 227 - PROPOSITION C FUND

227-30-0000	4085	PROP C LOCAL RETURN	1,559,160	1,598,790	1,657,220	1,620,300
227-30-0000	4213	LOCAL CODE ENFORCEMENT	5,175	8,592	5,000	6,000
227-30-0000	4311	INTEREST EARNINGS	35,632	53,429	20,000	20,000
227-30-0000	4523	PARKING FEES	205,347	218,926	210,000	225,000
227-30-0000	4621	REIMB/SHARED EXPENSES	86,824	80,182	87,500	130,092

TOTAL PROPOSITION C FUND REVENUE:	1,892,137	1,959,918	1,979,720	2,001,392
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REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 14-15 ACTUAL	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET
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FUND - 228 - MEASURE R LOCAL RETURN FUND

228-30-0000	4311	INTEREST EARNINGS	15,289	25,068	3,000	2,500
228-30-0000	4451	MEASURE R LOCAL RETURN	1,167,512	1,198,089	1,242,800	1,215,200

TOTAL MEASURE R FUND REVENUE:	1,182,801	1,223,157	1,245,800	1,217,700
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FUND - 229 - MEASURE "M" LOCAL RETURN FUND

229-30-0000	4311	INTEREST EARNINGS	-	-	-	2,500
229-30-0000	4452	MEASURE "M"	-	-	-	1,240,600

TOTAL MEASURE M FUND REVENUE:	-	-	-	1,243,100
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FUND - 243 - PARKING STRUCTURE OPERATIONS FUND

243-30-0000	4523	PARKING STRUCTURE REV	685,843	737,202	670,000	720,000
243-30-0000	4626	INSURANCE REFUND	1,675	-	-	-
243-90-9101	4790	OPERATING TRANSFERS IN	-	-	500,000	-

TOTAL PARKING STRUCTURE OPERATIONS FUND REVENUE:	687,518	737,202	1,170,000	720,000
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REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 14-15 ACTUAL	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET
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FUND - 248 - ASSET FORFEITURE FUND

248-20-0000	4221	NARCOTIC FORFEITURES	8,697	(1,767)	-	-
248-20-0000	4311	INTEREST EARNINGS	112	56	-	-
TOTAL ASSET FORFEITURE FUND REVENUE:			8,809	(1,711)	-	-

FUND - 249 - DISPUTE RESOLUTION FUND

249-40-0000	4439	COUNTY GRANTS-OTHER	20,717	28,470	25,449	25,449
249-90-9101	4790	TRANSFER IN-GRANT MATCH	36,900	19,679	33,079	34,643
TOTAL DISPUTE RESOLUTION FUND REVENUE:			57,617	48,149	58,528	60,092

FUND - 261 - SUCESSOR AGENCY HOUSING ADMINISTRATION

261-63-0000	4311	INTEREST EARNINGS	-	203	-	300
261-90-9101	4790	TRANSFER IN	-	27,239	214,940	169,110
261-90-9436	4790	TRANSFER IN	-	9,255	-	-
TOTAL SUCESSOR AGENCY ADMINISTRATION REVENUE:			-	36,697	214,940	169,410

REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 14-15 ACTUAL	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET
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FUND - 262 - HOUSING ASSISTANCE PROGRAM/ VOUCHER

262-63-0000	4311	INTEREST EARNINGS	142	161	125	-
262-63-0000	4461	HUD-VOUCHER ADMIN	696,623	779,789	679,843	698,782
262-63-0000	4467	RESERVE - OPERATING	-	-	-	79,033
262-63-0000	4467	RESERVE - HAP	-	-	-	200,000
262-63-0000	4469	FEDERAL GRANTS-HAP	6,029,578	6,179,210	6,200,000	6,235,000
262-63-0000	4476	FEDERAL GRANTS-FSS	81,943	69,754	64,098	48,288
262-63-0000	4592	PORT-IN ADMIN	6,015	6,219	3,400	3,500
262-63-0000	4593	PORT IN HAP	90,174	80,469	48,000	60,000
262-63-0000	4620	REFUNDS & RECOVERY	17,283	16,714	14,000	12,000
262-63-0000	4625	DAMAGE RECOVERIES	178	-	-	-
262-63-0000	4636	AUXILLARY REVENUE	35	4	30	-
262-63-0000	4690	MISC OTHER REVENUE	106,065	8,534	10,000	-

TOTAL HOUSING ASSISTANCE PROGRAM/VOUCHER FUND:	7,028,036	7,140,853	7,019,496	7,336,603
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FUND - 320 - DEBT SERVICE FUND

320-90-9101	4790	OPERATING TRANSFERS IN	1,202,430	1,196,152	1,203,621	1,187,475
320-90-9243	4790	OPERATING TRANSFERS IN	250,822	254,029	253,861	255,907
320-95-0000	4311	INTEREST EARNINGS	634	2,617	600	2,000

TOTAL GENERAL FUND TRANSFER IN FUND REVENUE:	1,453,886	1,452,798	1,458,082	1,445,382
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REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 14-15 ACTUAL	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET
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FUND - 401 - PROP 1B CAPITAL PROJECTS

401-70-0000	4311	INTEREST EARNINGS	10,676	13,007	-	250
TOTAL PROP 1B CAPITAL PROJECTS REVENUE:			10,676	13,007	-	250

FUND - 404 - RMRA - ROAD MAINT REHAB ACCOUNT

404-70-0000	4425	STATE GAS TAX - 2030	-	-	-	607,190
TOTAL RMRA FUND REVENUE:			-	-	-	607,190

FUND - 405 - HWY I-5 PROJECTS

405-70-0000	4438	OTHER LOCAL AGENCIES	1,061,151	358,152	-	-
TOTAL I5 PROJECTS REVENUE:			1,061,151	358,152	-	-

FUND - 409 - HIGHWAY SAFETY IMPROVEMENT PROGRAM

409-70-0000	4469	FEDERAL GRANT - HSIP	17,898	115,565	2,963,918	3,034,756
TOTAL HIGHWAY SAFETY IMPROVEMENT PROGRAM REVENUE:			17,898	115,565	2,963,918	3,034,756

REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 14-15 ACTUAL	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET
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FUND - 410 - ATP GRANT

410-70-0000	4469	FEDERAL GRANT - FTA & LACMTA	24,375	22,584	2,108,000	2,087,036
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TOTAL ATP GRANT REVENUE:			24,375	22,584	2,108,000	2,087,036
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FUND - 411 - TEA -TRANSPORTATION ENHANCEMENT ACTIVITIES

411-70-0000	4311	INTEREST EARNINGS				
411-70-0000	4469	FEDERAL GRANT	-	-	1,747,948	806,000

TOTAL FEDERAL EARMARKS FOR CAPITAL PROJECTS REVENUE:			-	-	1,747,948	806,000
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FUND - 412 - CA NATURAL RESOURCES AGENCY - ENVIRONMENTAL ENHANCEMENT & MITIGATION GRANT

412-70-0000	4449	STATE GRANT	-	-	416,260	416,260
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TOTAL FEDERAL EARMARKS FOR CAPITAL PROJECTS REVENUE:			-	-	416,260	416,260
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REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 14-15 ACTUAL	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET
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FUND - 418 - ART IN PUBLIC PLACES

418-70-0000	4311	INTEREST EARNINGS	4,361	6,707	1,000	1,000
418-70-0000	4518	DEVELOPER ART IN-LIEU CON	-	184,379	20,000	20,000
418-70-0000	4690	MISC OTHER REVENUE	8,880	10,000	-	-
TOTAL ART IN PUBLIC FUND REVENUE:			13,241	201,087	21,000	21,000

FUND - 423- LA COUNTY MTA MEASURE R FUND:

423-70-0000	4451	MEASURE R	-	-	3,380,400	3,380,400
TOTAL STATE SAFE ROUTE TO SCHOOL FUND:			-	-	3,380,400	3,380,400

FUND - 425 - SB 821 BICYCLE / PEDESTRIAN

425-70-0000	4448	ST GRANTS/LEGISLATIVE	53,000	125,228	204,954	68,392
TOTAL BICYCLE/PEDESTRIAN FUND REVENUE:			53,000	125,228	204,954	68,392

REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 14-15 ACTUAL	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET
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FUND - 426 - GAS TAX HUT 2103

426-70-0000	4311	INTEREST EARNINGS	17,637	27,565	5,000	1,000
426-70-0000	4458	STATE GAS TAX - 2103	1,130,672	489,736	252,760	421,560

TOTAL TRAFFIC CONGESTION FUND REVENUE:			1,148,309	517,301	257,760	422,560
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FUND - 427 - MTA & LA COUNTY TRANSPORTATION GRANT

427-70-0000	4439	COUNTY GRANTS-OTHER	-	863,470	46,563	-
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TOTAL TRANSPORTATION GRANT FUND:			-	863,470	46,563	-
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FUND - 428- MEASURE R (I-605 MITIGATION)

428-70-0000	4439	COUNTY GRANTS-OTHER	54,183	-	4,446,840	4,424,277
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TOTAL MEASURE R (I-605 MITIGATION) FUND:			54,183	-	4,446,840	4,424,277
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REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 14-15 ACTUAL	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET
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FUND - 429 - HIGHWAY BRIDGE REPLACEMENT & RENOVATION

429-70-0000	4469	FEDERAL GRANTS-OTHER	5,558,090	3,336,944	1,995,525	-
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TOTAL HIGHWAY BRIDGE REPLACEMENT & RESTORATION FUND:			5,558,090	3,336,944	1,995,525	-
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FUND - 430 - SURFACE TRANSPORTATION PROGRAM (STPL) FUND

430-70-0000	4469	FEDERAL GRANTS-OTHER	-	-	729,932	425,000
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TOTAL SURFACE TRNSPRTN PRGM (STPL) FUND:			-	-	729,932	425,000
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FUND - 435- RDA BOND PROCEEDS

435-63-0000	4311	INTEREST EARNINGS	13,192	182,998	100,000	100,000
435-63-0000	4326	RENTAL & USE OTHER	-	6,940	-	-
435-90-9101	4790	OPERATING TRANSFERS IN	451,349	-	-	-
435-90-9459	4790	OPERATING TRANSFERS IN	11,637,114	-	-	-
435-63-0000	4315	INTEREST EARNINGS - GASB#31	-	8,306	-	-

TOTAL RDA BONDS PROCEEDS FUND:			12,101,655	198,244	100,000	100,000
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REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 14-15 ACTUAL	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET
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FUND - 436- HOUSING BOND PROCEEDS

436-63-0000	4311	INTEREST EARNINGS	10,862	177,779	95,000	100,000
436-90-9101	4790	OPERATING TRANSFERS IN	9,255	-	-	-
436-90-9458	4790	OPERATING TRANSFERS IN	10,976,651	-	-	-
436-63-0000	4315	INTEREST EARNINGS - GASB#31	-	8,974	-	-
TOTAL HOUSING BOND PROCEEDS FUND:			10,996,769	186,753	95,000	100,000

FUND - 438 - LA COUNTY REGIONAL PARK & OPEN SPACE FUND:

438-70-0000	4438	OTHER LOCAL AGENCIES	-	-	300,000	-
TOTAL PARK BOND FUND:			-	-	300,000	-

FUND - 439 - CALIFORNIA HIGH SPEED RAIL

439-70-0000	4449	STATE GRANTS - OTHER	-	-	499,900	214,000
TOTAL CALIFORNIA HIGH SPEED RAIL FUND:			-	-	499,900	214,000

REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 14-15 ACTUAL	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET
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FUND - 442-PARK DEDICATION FUND:

442-70-0000	4518	PARKLAND DEDICATION IN-LIEU FEES	-	157,015	-	-
TOTAL PARK DEDICATION FUND:			-	157,015	-	-

FUND - 702 - WATER FUND:

702-30-0000	4231	DELINQUENT SERVICE CHARGE	114,409	119,630	100,000	100,000
702-30-0000	4232	MISC CHARGES - WATER	150	300	1,000	1,000
702-30-0000	4233	RESTART AFTER DELINQUENCY	-	-	500	-
702-30-0000	4235	RETURNED CHECK FEES	875	910	1,000	1,000
702-30-0000	4311	INTEREST EARNINGS	48,833	82,318	22,000	22,000
702-30-0000	4571	WATER CONSUMPTION CHARGE	4,777,703	4,604,603	4,550,000	4,900,000
702-30-0000	4573	NEW UTILITY ACCNT SET-UP	15,754	14,467	15,000	15,000
702-30-0000	4574	HYDRANT RENTALS	-	75	150	150
702-30-0000	4575	LEASE OF WATER RIGHTS	142,500	178,750	175,000	126,000
702-30-0000	4690	MISC OTHER REVENUE	133	35,184	-	-
702-30-0000	4696	COLLECTION AGENCY REVENUE	474	-	-	-
702-90-9459	4790	TRANSFER IN - RDA NON-TAXABLE BONDS	390,468	-	-	-
TOTAL WATER FUND:			5,491,299	5,036,236	4,864,650	5,165,150

REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 14-15 ACTUAL	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET
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FUND - 703 - GOLF COURSE FUND:

703-50-5703	4318	CASH OVER/SHORT	100	-	-	-
703-50-5703	4561	ENTRY & MEMBERSHIP FEES	147,955	60,128	-	-
703-90-9101	4790	TRANSFER IN/	70,351	40,208	-	-
TOTAL GOLF COURSE FUND:			218,406	100,336	-	-

FUND - 704 - SEWER FUND:

704-30-0000	4311	INTEREST EARNINGS	10,082	29,927	4,000	10,000
704-30-0000	4431	INDUSTRIAL WASTE FEES	71,999	81,100	80,000	80,000
704-30-0000	4571	SEWER CHARGE	2,284,628	2,341,915	2,410,958	2,497,000
TOTAL SEWER FUND:			2,366,708	2,452,942	2,494,958	2,587,000

REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 14-15 ACTUAL	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET
FUND - 710 - TRANSIT SYSTEM FUND:						
710-45-0000	4081	TRANS PROP C-5% SECURITY	113,660	100,170	96,160	91,421
710-45-0000	4082	PROP A DISCRET/OPERAT.ASS	1,856,119	1,857,100	2,155,535	2,183,780
710-45-0000	4086	PR C40% DISC-FOOTHILL MIT	82,534	84,307	84,966	84,977
710-45-0000	4087	PROP C 40% DISC-MOSIP	549,780	557,684	567,728	585,128
710-45-0000	4088	TRANSIT PROP C 40% - BSIP	53,255	54,304	55,308	56,276
710-45-0000	4318	CASH OVERAGE/SHORTAGE	79	2	-	-
710-45-0000	4451	MEASURE "R"	1,193,089	1,140,439	1,185,578	1,173,679
710-45-0000	4452	MEASURE "M"	-	-	-	1,117,840
710-45-0000	4453	LFT/TDA ARTICLE 4	2,933,648	2,801,359	2,913,330	2,894,426
710-45-0000	4454	STAF/STATE TRANSPORT.ASST	368,193	439,269	343,674	109,077
710-45-0000	4627	EXPENSE RECOVERY	-	105,688	-	-
710-45-0000	4474	FED CAP OF MAINT. EXP 80%	1,132,000	1,201,597	1,150,000	975,000
710-45-0000	4481	SB 1 CLEAN AIR TRANSPORTATION	-	-	-	148,926
710-45-0000	4581	NTS DIAL A RIDE FARES	17,140	30,115	16,500	14,000
710-45-0000	4582	PASSENGER REV-NTS FIXED R	1,246,869	1,236,382	1,485,000	1,361,875
710-45-0000	4583	TAXI VOUCHERS	2,582	2,531	3,200	1,221
710-45-0000	4584	CONTRACT SVC REV-SFS	9,172	6,385	6,000	6,800
710-45-0000	4586	TAP - CASH SWEEP	62,782	66,071	53,703	84,600
710-45-0000	4611	SALE OF EQUIPMENT & SCRAP	12,724	16,612	8,100	9,000
710-45-0000	4627	EXPENSE RECOVERY	-	-	147,519	77,674
710-45-0000	4625	DAMAGE RECOVERIES	3,913	52,805	18,023	20,000
710-45-0000	4636	AUXILIARY REVENUE	33,408	35,959	33,048	35,931
710-45-0000	4690	MISC OTHER REV-SFS PASS THROUGH	6,303	5,589	67,812	6,000
710-45-0000	4793	AB 2766 ASSISTANCE-TRANSFER IN	30,000	26,000	26,000	12,000
710-45-0000	4794	LOCAL PROP A - TRANSFER IN (OPS)	1,829,007	1,849,557	1,945,204	1,848,915
710-45-0000	4795	LOCAL PROP C - TRANSFER IN	105,522	84,900	113,250	73,900
TOTAL OPERATIONS			11,641,778	11,754,825	12,475,637	12,972,446
TRANSIT SYSTEM FUND:						

REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 14-15 ACTUAL	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET
712-45-0000	4438	OTHER LOCAL AGENCIES	-	104,766	-	-
712-45-0000	4456	OTHER CAPITAL ASSISTANCE	-	-	278,045	-
712-45-0000	4471	FTA/CAPITAL ASSISTANCE	265,923	1,981,263	1,326,714	1,838,232
712-70-0000	4471	FTA/CAPITAL ASSISTANCE-CIP	2,599,253	1,535,304	2,093,068	1,196,791
712-45-0000	4795	PROP C TRANSFER IN - CAPITAL	-	-	-	-
TOTAL CAPITAL REVENUES - TRANSIT SYSTEM FUND:			2,865,176	3,621,333	3,697,827	3,035,023

FUND - 711 - TRANSIT - 1B PTMISEA

711-45-0000	4311	INTEREST EARNINGS	17,267	25,212	7,500	2,500
711-45-0000	4454	STA / STATE ASSISTANCE	143,252	71,626	554,544	-
711-45-0000	4456	OTHER CAPITAL ASSISTANCE	690,971	1,166,460	-	1,654,510
TOTAL TRANSIT - 1B PTMISEA FUND:			851,490	1,263,298	562,044	1,657,010
TOTAL TRANSIT - ALL CAPITAL FUNDING:			3,716,666	4,884,631	4,259,871	4,692,033
TOTAL TRANSIT REVENUES (FUNDS 710, 711 & 712)			15,358,444	16,639,456	16,735,508	17,664,479

REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 14-15 ACTUAL	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET
FUND - 735 - EMPLOYEE BENEFIT FUND:						
735-10-0000	4703	GOLF COURSE	8,194	18,518	1,812	-
735-10-0000	4901	GENERAL FUND	6,070,638	7,058,707	6,751,570	6,948,281
735-10-0000	4902	UTILITY FUND	277,003	318,207	287,502	332,913
735-10-0000	4903	CHILD CARE	169,795	214,609	184,721	254,878
735-10-0000	4904	SEWER FUND	59,779	68,042	59,861	111,089
735-10-0000	4907	CDBG	128,940	135,626	129,249	161,888
735-10-0000	4908	HOME PROGRAM	9,688	9,266	6,777	13,488
735-10-0000	4909	HOMELESS PREVENTION PRGM	-	-	-	-
735-10-0000	4910	TRANSIT FUND	2,531,028	2,249,393	2,833,384	2,900,306
735-10-0000	4911	PUBLIC SAFETY	-	-	-	-
735-10-0000	4913	AQMD PROGRAM	-	-	-	-
735-10-0000	4917	SENIOR SERVICES GRANT	11,160	11,112	9,262	9,777
735-10-0000	4922	COPS/SLESF PROGRAM	65	99	285	-
735-10-0000	4923	SA HOUSING	-	-	-	2,933
735-10-0000	4927	PROP C	55,253	88,458	57,759	97,132
735-10-0000	4936	VEHICLE MAINTENANCE FUND	717,038	670,801	801,157	746,265
735-10-0000	4943	PARKING STRUCTURE	38,725	23,358	18,822	29,624
735-10-0000	4944	NORWALK HOUSING AUTHORITY	239,725	636,356	226,897	238,465
735-10-0000	4945	NRA	59,131	59,155	59,833	55,806
735-10-0000	4949	DISPUTE RESOLUTION	10,869	2,188	4,842	1,512
735-10-0000	4970	OTHER CIP FUNDS	-	-	-	2,472
735-10-0000			-	-	-	-
TOTAL EMPLOYEE BENEFIT FUND:			10,387,029	11,563,895	11,433,733	11,906,828

REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 14-15 ACTUAL	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET
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FUND - 736 - VEHICLE EQUIPMENT MAINTENANCE FUND:

736-45-0000	4901	GENERAL FUND	623,267	676,266	696,300	638,690
736-45-0000	4902	UTILITY FUND	46,649	47,065	39,200	39,000
736-45-0000	4903	CHILD CARE	2,043	1,532	2,200	2,200
736-45-0000	4904	SEWER FUND	10,768	11,217	9,500	9,500
736-45-0000	4907	CDBG	1,183	1,372	1,600	1,600
736-45-0000	4910	TRANSIT FUND	2,300,971	2,119,903	2,712,022	2,763,920
736-45-0000	4944	NORWALK HOUSING AUTHORITY	4,074	4,308	-	7,200

TOTAL VEHICLE EQUIPMENT MAINTENANCE FUND:	2,988,955	2,861,663	3,460,822	3,462,110
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FUND - 743 - PARKS EQUIPMENT RENOVATION FUND:

743-10-0000	4449	STATE GRANTS - OTHER	-	-	-	-
743-10-0000	4311	INTEREST EARNINGS	8,758	13,038	2,000	2,000
743-90-9101	4790	OPERATING TRANSFERS IN	1,000,000	1,104,855	347,800	-
743-70-0000	4449	STATE GRANTS - OTHER	-	-	-	-

TOTAL PARKS EQUIPMENT RENOVATION FUND:	1,008,758	1,117,893	349,800	2,000
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REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 14-15 ACTUAL	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET
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FUND - 744 - NASC EQUIPMENT REPLACEMENT FUND:

744-10-0000	4311	INTEREST EARNINGS	1,365	1,667	500	500
744-90-9101	4790	OPERATING TRANSFERS IN	50,000	-	-	65,000

TOTAL NASC EQUIPMENT REPLACEMENT AND REPAIR FUND:			51,365	1,667	500	65,500
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FUND - 745 - COMPUTER & TECHNOLOGY REPLACEMENT FUND:

745-10-0000	4311	INTEREST EARNINGS	2,284	2,930	500	500
745-90-9101	4790	OPERATING TRANSFERS IN	150,000	50,000	-	150,000

TOTAL COMPUTER & OFFICE EQUIPMENT REPLACEMENT FUND:			152,284	52,930	500	150,500
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FUND - 746 - VEHICLE & EQUIPMENT REPLACEMENT FUND:

746-30-0000	4311	INTEREST EARNINGS	14,149	19,108	5,000	5,000
746-90-9101	4790	OPERATING TRANSFERS IN	750,000	-	-	-

TOTAL VEHICLE & EQUIPMENT REPLACEMENT FUND:			764,149	19,108	5,000	5,000
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REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 14-15 ACTUAL	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET
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FUND - 747 - BUILDING RENOVATION FUND:

747-70-0000	4311	INTEREST EARNINGS	17,940	25,163	5,000	500
747-90-9101	4790	OPERATING TRANSFERS IN	1,100,000	250,000	-	700,000

TOTAL BUILDING RENOVATION FUND:	1,117,940	275,163	5,000	700,500
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FUND - 935 - OPEB TRUST FUND:

935-10-0000	4311	INTEREST EARNINGS	-	-	-	100,000
935-10-0000	4640	CONTRIBUTIONS - City	-	-	1,228,100	629,850
935-10-0000	4640	CONTRIBUTIONS - Other	-	-	353,200	536,930

TOTAL OPEB TRUST FUND:	-	-	1,581,300	1,266,780
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FUND - 936 - PENSION TRUST FUND:

936-10-0000	4640	CONTRIBUTIONS - City	-	-	-	1,000,000
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TOTAL PENSION TRUST FUND:	-	-	-	1,000,000
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CAPITAL OUTLAYS
Fiscal Year 2017-18 Budget

Account Number		Department / Division	Description	Amount	Total
101-10-1207	3860	Administration - Cable TV	Video Monitor and accessories	\$ 2,500	
101-10-1207	3860	Administration - Cable TV	Portable interview light	\$ 1,500	
101-10-1207	3860	Administration - Cable TV	Video and Time-laspe Camera	\$ 4,500	
101-10-1207	3860	Administration - Cable TV	Replace and rewire Audio/Video system Council Chambers	\$ 27,500	
			Total General Government		\$ 36,000
101-20-2101	3860	Public Safety - Administration	20 Office/desk task chairs, replacement of various chairs throughout department	\$ 4,800	
			Total Public Safety		\$ 4,800

CAPITAL OUTLAYS
Fiscal Year 2017-18 Budget

Account Number		Department / Division	Description	Amount	Total
101-30-3101	3860	Public Services - Administration	4 tablets for work order system	\$ 2,500	
101-30-3202	3870	Public Services - Facilities - City Hall	20 standard fabric stack chairs with arms, to add to existing furniture for City Hall Conference Room 4.	\$ 2,300	
101-30-3504	3850	Public Services - Park Landscape	Sand and seed spreader/fertilizer to replace Lely spreader asset tag #2827	\$ 2,500	
101-30-3506	3850	Public Services - Park Facilities	3 vacuums for NASC, Detail and Aquatics to replace units that do not function properly, Advance VU500 asset tag #13485, NSS Pacer 115 (no asset tag#), and Advance VU500 asset tag #13486	\$ 1,000	
101-30-4101	3880	Public Services - Facilities -Social Services	Flow meter for CalSense irrigation controller for Social Services, new to regulate facility irrigation.	\$ 2,800	
101-30-5702	3880	Public Services - Park Maintenance - Norwalk Sports & Arts Complex	20 Interior trash cans for NASC, replace old worn out trash cans (no asset tag #)	\$ 3,000	
101-30-5813	3880	Public Services - Zimmerman Park	Musco automated lighting control system to ballfield at Zimmerman, new to reduce staff time and manual programming	\$ 10,000	
			Total Public Services		\$ 24,100

CAPITAL OUTLAYS
Fiscal Year 2017-18 Budget

Account Number		Department / Division	Description	Amount	Total
101-40-4101	3870	Social Services	Conference room chairs (12) (Replacement no asset tags)	\$ 1,800	
101-40-4101	3870	Social Services	Oval table for breakroom to replace kitchen table (no asset tag #)	\$ 1,090	
101-40-4101	3880	Social Services	Kitchen remodel - carry over	\$ 16,670	
101-40-4104	3880	Social Services - Senior Center	Software system for automated registration and data management, new	\$ 10,950	
101-40-4104	3880	Social Services - Senior Center	Window treatment replacement for Sr. Center lounge to replace old treatments (no asset tag #)	\$ 2,539	
			Total Social Services		\$ 33,049

CAPITAL OUTLAYS
Fiscal Year 2017-18 Budget

Account Number		Department / Division	Description	Amount	Total
101-50-5101	3860	Recreation	Plotter to replace HP Designjet plotter 5500 (no asset tag #)	\$ 12,000	
101-50-5101	3870	Recreation	200 black chairs to replace folding chairs at various parks (no asset tag #)	\$ 6,200	
101-50-5101	3880	Recreation	38 directional signs with new City logo for all park sites to replace signage (no asset tag #)	\$ 7,000	
101-50-5101	3880	Recreation	15 canopies to replace broken/old canopies for special events, 2 Parks Make Life Better logos and 2 City of Norwalk (no asset tag #)	\$ 8,400	
101-50-5203	3880	Recreation - Aquatics	1 lifeguard tower, to replace worn out towers (no asset tag #)	\$ 5,750	
101-50-5203	3880	Recreation - Aquatics	Deep end pool insulation covers to replace worn tarps (no asset tag #)	\$ 4,500	
101-50-5702	3870	Recreation - NASC	20 60" round tables to replace reservation tables in Sproul and MPR (no asset tag #)	\$ 5,700	
101-50-5732	3880	Recreation - CAC	25 youth mariachi 3 pc outfits to replace existing suits and expand inventory (no asset tag #)	\$ 4,500	
			Total Recreation		\$ 54,050

CAPITAL OUTLAYS
Fiscal Year 2017-18 Budget

Account Number		Department / Division	Description	Amount	Total
101-61-6102	3860	Community Development - Building and Safety	3 tablets and keyboards	\$ 2,000	
101-61-6103	3860	Community Development - Building and Safety	Computer and monitor, new	\$ 1,700	
			Total Community Development		\$ 3,700
			Total General Fund		\$ 155,699
203-40-4103	3860	Social Services - Childcare	8 office cubicle designed to replace existing cubicles (no asset tag #)	\$ 10,000	
203-40-4105	3860	Social Services - Childcare	8 office cubicle designed to replace existing cubicles (no asset tag #)	\$ 10,000	
			Total Childcare Fund		\$ 20,000
207-62-6201	3860	CDBG- Administration	2 computers to replace asset tag #12787 and asset tag #13002	\$ 1,000	
			Total CDBG Fund		\$ 1,000

CAPITAL OUTLAYS
Fiscal Year 2017-18 Budget

Account Number		Department / Division	Description	Amount	Total
210-45-4503	3833	Transit - Capital	Associated Capital Maintenance (Engines, Transmissions, Compressors, Inverters, Ultra-Capacitors, etc.)	\$ 21,841	
210-45-4503	3840	Transit - Capital	Bike Lockers (NTS/SFS)	\$ 10,759	
210-45-4503	3843	Transit - Capital	Bus Stop Amenities	\$ 1,000	
210-45-4503	3860	Transit - Capital	Office Equipment (Computer replacement & Network upgrade)	\$ 12,400	
210-45-4503	3884	Transit - Capital	Tire Lease and Radio System Lease	\$ 22,000	
			Total Transit Prop A Capital:		\$ 68,000

CAPITAL OUTLAYS
Fiscal Year 2017-18 Budget

Account Number		Department / Division	Description	Amount	Total
224-20-2104	3880	Public Safety	Mobile Automated License Plate Reader (ALPR) vehicle through the Sheriff's Dept. for Norwalk Station to be used in Norwalk.	\$ 23,250	
224-20-2104	3880	Public Safety	Mobile security camera that can be deployed to different locations to address specific crime issues/concerns.	\$ 7,590	
224-20-2105	3880	Public Safety	Ongoing service and support of leased Mobile Digital Computers from Sheriff's Dept. for use in Public Safety vehicles.	\$ 8,640	
224-20-2106	3880	Public Safety	Mobile digital computer (MDC) units for Public Safety vehicles and the associated ongoing service and support.	\$ 18,005	
224-20-2106	3880	Public Safety	Mobile radios for Public Safety vehicles	\$ 2,500	
			Total Juvenile Assistance Grant Fund		\$ 59,985
227-45-4503	3831	Transit- Prop C Capital	3 Dial-a-Ride vans replacement of unit #7011, #7012, and #7013	\$ 40,519	
227-45-4503	3853	Transit- Prop C Capital	Intelligent Transportation System (AVL, APC, CAD, AVAS, and ATIS)	\$ 70,000	
			Subtotal Transit - Prop C		\$ 110,519

CAPITAL OUTLAYS
Fiscal Year 2017-18 Budget

Account Number		Department / Division	Description	Amount	Total
144-63-6302	3860	Housing	2 computers to replace asset tag #13000 and asset tag #13002	\$ 1,000	
144-63-6302	3860	Housing	Replacement of office equipment due to damage or unable to repair	\$ 1,400	
			Total Housing Fund		\$ 2,400
702-30-3602	3860	Public Services - Water	AutoCAD/GIS Workstation	\$ 2,500	
702-30-3602	3860	Public Services - Water	AutoCAD Software	\$ 1,500	
702-30-3602	3860	Public Services - Water	ArcGIS Software	\$ 6,000	
702-30-3602	3860	Public Services - Water	Surface Book/Laptop	\$ 1,500	
702-30-3602	3880	Public Services - Water	Multi-Quip Dewatering Trash Pumps	\$ 15,000	
702-30-3602	3880	Public Services - Water	Concrete Mixer	\$ 18,000	
			Total Water Fund		\$ 44,500

CAPITAL OUTLAYS
Fiscal Year 2017-18 Budget

Account Number		Department / Division	Description	Amount	Total
704-30-3403	3880	Public Services - Sewer	Printer/Scanner	\$ 10,000	
704-30-3403	3880	Public Services - Sewer	AutoCAD/GIS Workstation	\$ 2,500	
704-30-3403	3880	Public Services - Sewer	AutoCAD Software	\$ 1,500	
704-30-3403	3880	Public Services - Sewer	ArcGIS Software	\$ 6,000	
704-30-3403	3880	Public Services - Sewer	Tablet Book/Laptop	\$ 1,500	
			Total Sewer Fund		\$ 21,500

CAPITAL OUTLAYS
Fiscal Year 2017-18 Budget

Account Number		Department / Division	Description	Amount	Total
711-45-4503	3831	Transit- Capital - 100% PTMISEA Funds	40-foot ADA compliant low-floor CNG buses to replace units #7073, #7074, and #7075	\$ 491,701	
711-45-4503	3831	Transit- Capital - FTA Grants	40-foot ADA compliant low-floor CNG buses to replace units #7073, #7074, and #7075	\$ 122,119	
711-45-4503	3833	Transit- Capital - 100% PTMISEA Funds	Intelligent Transportation System (AVL, APC, CAD, AVAS, and ATIS)	\$ 980,690	
712-45-4503	3831	Transit- Capital - 100% PTMISEA Funds	40-foot ADA compliant low-floor CNG buses to replace units #7073, #7074, and #7075	\$ 224,086	
712-45-4503	3831	Transit- Capital - FTA Grants	40-foot ADA compliant low-floor CNG buses to replace units #7073, #7074, and #7075	\$ 900,068	
712-45-4503	3831	Transit- Capital - FTA Grants	3 Dial-a-Ride vans replacement of unit #7011, #7012, and #7013	\$ 162,076	
712-45-4503	3833	Transit- Capital - FTA Grants	Associated Capital Maintenance (Engines, Transmissions, Compressors, Inverters, Ultra-Capacitors, etc.)	\$ 87,364	
712-45-4503	3840	Transit- Capital - FTA Grants	Bike Lockers (NTS/SFS)	\$ 43,038	
712-45-4503	3843	Transit- Capital - FTA Grants	Bus Stop Amenities (waste receptacles, poles, etc.)	\$ 4,000	
712-45-4503	3853	Transit- Capital - FTA Grants	Intelligent Transportation System (AVL, APC, CAD, AVAS, and ATIS)	\$ 280,000	
712-45-4503	3860	Transit- Capital - FTA Grants	Computer Replacements (PCs, Peripherals, etc.)	\$ 49,600	
712-45-4503	3884	Transit- Capital - FTA Grants	Tire Lease and Radio System Lease	\$ 88,000	
			Subtotal Transit - FTA Grant/ PTMISEA		\$ 3,432,742
			Total Transit Fund		\$ 3,611,661

CAPITAL OUTLAYS
Fiscal Year 2017-18 Budget

Account Number		Department / Division	Description	Amount	Total
744-50-5702	3880	NASC	3 treadmills and 1 elliptical cardio equipment to replace existing equipment (no asset tag #)	\$ 27,000	
			Total NASC Equipment Replacement Fund		\$ 27,000
745-10-1205	3860	MIS	AudioVisual equipment including 2 wall mounted displays for Room 4-carryover from FY 17	\$ 15,900	
745-10-1205	3860	MIS	Replacement of 21 monitors	\$ 2,500	
745-10-1205	3860	MIS	Replacement of 25 printers	\$ 2,500	
745-10-1205	3860	MIS	Networking Upgrades (Switches)	\$ 43,100	
745-10-1205	3860	MIS	Replacement of 34 computers (no asset tags)	\$ 30,000	
745-10-1205	3860	MIS	UPS backup battery for server and network equipment	\$ 1,166	
745-10-1301	3860	City Clerk	Replace Fujitsu scanners for record retention asset tag #9179 and #10827	\$ 3,000	
745-30-3101	3860	Public Services - Admin	Networking upgrades (switches) -NTS/Pub Svcs	\$ 4,050	
			Total Computer & Office Equipment Replacement Fund		\$ 102,216

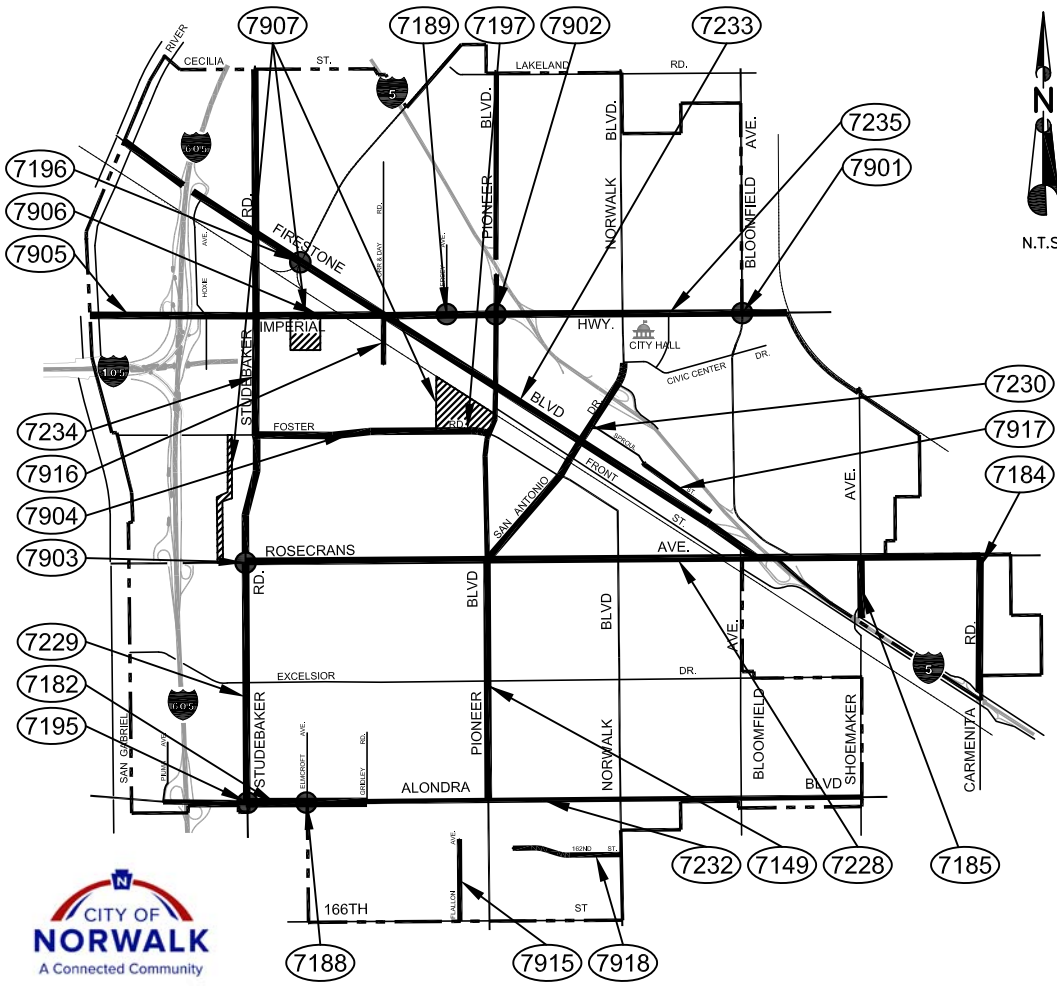
CAPITAL OUTLAYS
Fiscal Year 2017-18 Budget

Account Number		Department / Division	Description	Amount	Total
746-20-2101	3820	Public Safety	Ford Transit Wagon to replace Ford E350 Super Duty XLT unit #4545 (asset tag #10809)	\$ 49,800	
746-30-3302	3820	Public Services - Streets	F450 Dump truck to replace Chevrolet 3500HD dump truck unit #3144 (asset tag #8712)	\$ 55,000	
746-30-3504	3820	Public Services - Park Landscape	Tractor/Skiploader truck to replace Ford Tractor/Skiploader unit #6130 (asset tag #2023)	\$ 95,000	
746-30-3506	3820	Public Services - Park Facilities	Ford 250 CNG long bed truck with utility body to replace Chevrolet Cheyenne 2500 pick up truck unit #6165 (asset tag #8643)	\$ 55,000	
746-50-5101	3820	Recreation - Admin	Ford Explorer to replace 2001 Ford Taurus unit# 1411 (asset tag #9174)	\$ 35,500	
746-50-5101	3820	Recreation - Admin	Ford Transit Wagon to replace Ford E250-passenger van #1412 (asset tag #9175)	\$ 38,000	
746-61-6102	3820	Community Development - Building	Sedan to replace 2001 Ford Ranger Truck unit #2501 (asset tag #9120)	\$ 18,000	
			Total Vehicle Replacement Fund		\$ 346,300

CAPITAL OUTLAYS
Fiscal Year 2017-18 Budget

Account Number		Department / Division	Description	Amount	Total
906-00-0212	3880	Food and Shelter Donation - 4161	49-cu ft frost free freestanding commercial drop in freezer (Replacement no asset tag)	\$ 600	
906-00-0212	3880	Food and Shelter Donation - 4161	Kenmore 18 cu. Ft kitchen refrigerator to replace Whirlpool refrigerator asset tag #12449	\$ 800	
			Total Food and Shelter Donation Account - 4161		\$ 1,400
906-00-0212	3870	Senior Center - 4166	Reupholster 2 couches and 4 chairs in Sr. Center Lobby	\$ 5,500	
			Total Senior Program Donation Account - 4166		\$ 5,500
TOTAL - ALL FUNDS					\$ 4,398,761

STREET AND TRAFFIC IMPROVEMENT PROJECTS



CARRYOVER STREET AND TRAFFIC IMPROVEMENT PROJECTS

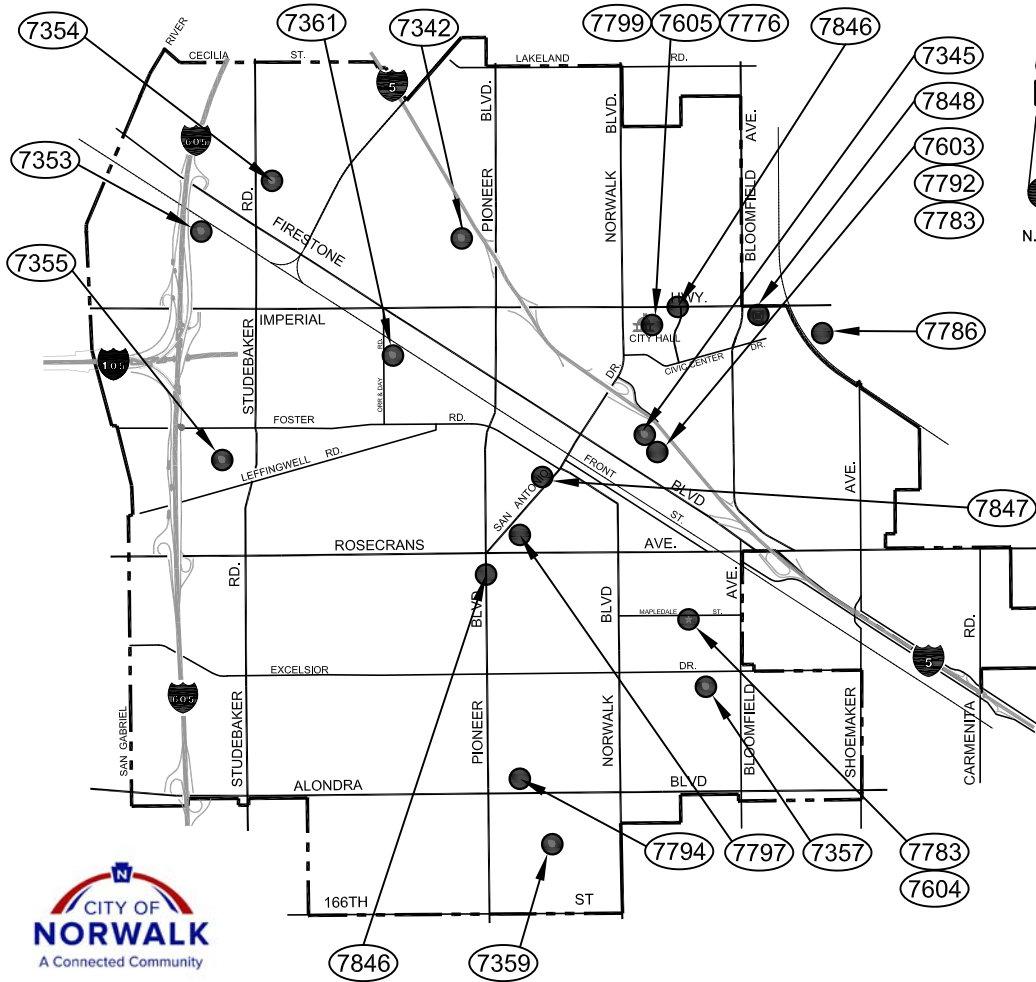
- 7149 MEDIAN IMPROVEMENTS AT PIONEER BLVD FROM ROSECRANS AVE TO ALONDRA BLVD
- 7182 ALONDRA BLVD REHABILITATION FROM GRIDLEY RD TO STUDEBAKER RD
- 7184 CARMENITA RD FROM ROSECRANS AVE TO THE I-5
- 7185 SHOEMAKER AVE FROM ROSECRANS AVE TO FIRESTONE FRONTAGE RD
- 7188 BUSPAD FOR BUS STOP @ ALONDRA BLVD & ELMCROFT AVE
- 7189 BUS STOP @ IMPERIAL HWY & JERSEY AVE (NORTH AND SOUTH SIDE)
- 7195 I-605 HOTSPOTS - STUDEBAKER RD / ALONDRA BLVD
- 7196 FIRESTONE BRIDGE OVER RAILROAD
- 7197 FOSTER SIDE PANEL
- 7901 I-605 HOTSPOTS - BLOOMFIELD AVE / IMPERIAL HWY
- 7902 I-605 HOTSPOTS - PIONEER BLVD / IMPERIAL HWY
- 7903 I-605 HOTSPOTS - STUDEBAKER RD / ROSECRANS AVE
- 7904 FOSTER ROAD REHABILITATION STUDEBAKER RD / PIONEER BLVD
- 7905 IMPERIAL HWY REHABILITATION PHASE 1 (WEST CITY LIMIT TO STUDEBAKER RD)
- 7906 IMPERIAL HWY REHABILITATION PHASE 2 (STUDEBAKER RD TO ORR & DAY RD)
- 7907 ANNUAL LOCAL STREET REHABILITATION
- 7228 TRAFFIC SIGNAL AND CURB RAMP IMPROVEMENT - ROSECRANS AVE BETWEEN STUDEBAKER RD & CARMENITA RD
- 7229 TRAFFIC SIGNAL AND CURB RAMP IMPROVEMENT - STUDEBAKER RD BETWEEN ALONDRA BLVD & ROSECRANS AVE
- 7230 TRAFFIC SIGNAL AND CURB RAMP IMPROVEMENT - SAN ANTONIO DR / NORWALK BLVD BETWEEN ROSECRANS AVE & CIVIC CENTER DR
- 7232 TRAFFIC SIGNAL & CURB RAMP IMPROVEMENT - ALONDRA BLVD FROM PIUMA AVE TO SHOEMAKER AVE
- 7233 TRAFFIC SIGNAL & CURB RAMP IMPROVEMENT - FIRESTONE BLVD FROM W.C.L. TO ROSECRANS AVE
- 7234 TRAFFIC SIGNAL & CURB RAMP IMPROVEMENT - STUDEBAKER / ROSECRANS AVE & CECILIA ST
- 7235 ITS - IMPERIAL: SAN GABRIEL RIVER: SHOEMAKER

NEW FY 17-18 STREET AND TRAFFIC IMPROVEMENT PROJECTS

- 7915 PAVEMENT REHABILITATION - FALLON ST FROM 166TH ST TO NORTH END OF CUL-DE-SAC
- 7916 PAVEMENT REHABILITATION - ORR & DAY RD FROM VISTA VERDE TO IMPERIAL HWY
- 7917 PAVEMENT REHABILITATION - SPROUL ST FROM ESMOND AVE TO BELMART AVE
- 7918 PAVEMENT REHABILITATION - 162ND ST FROM CLARKDALE AVE TO NORWALK BLVD

* Project is not location specific or has multiple locations and therefore is not shown on the map.

PARK/PUBLIC FACILITIES AND MISCELLANEOUS IMPROVEMENT PROJECTS

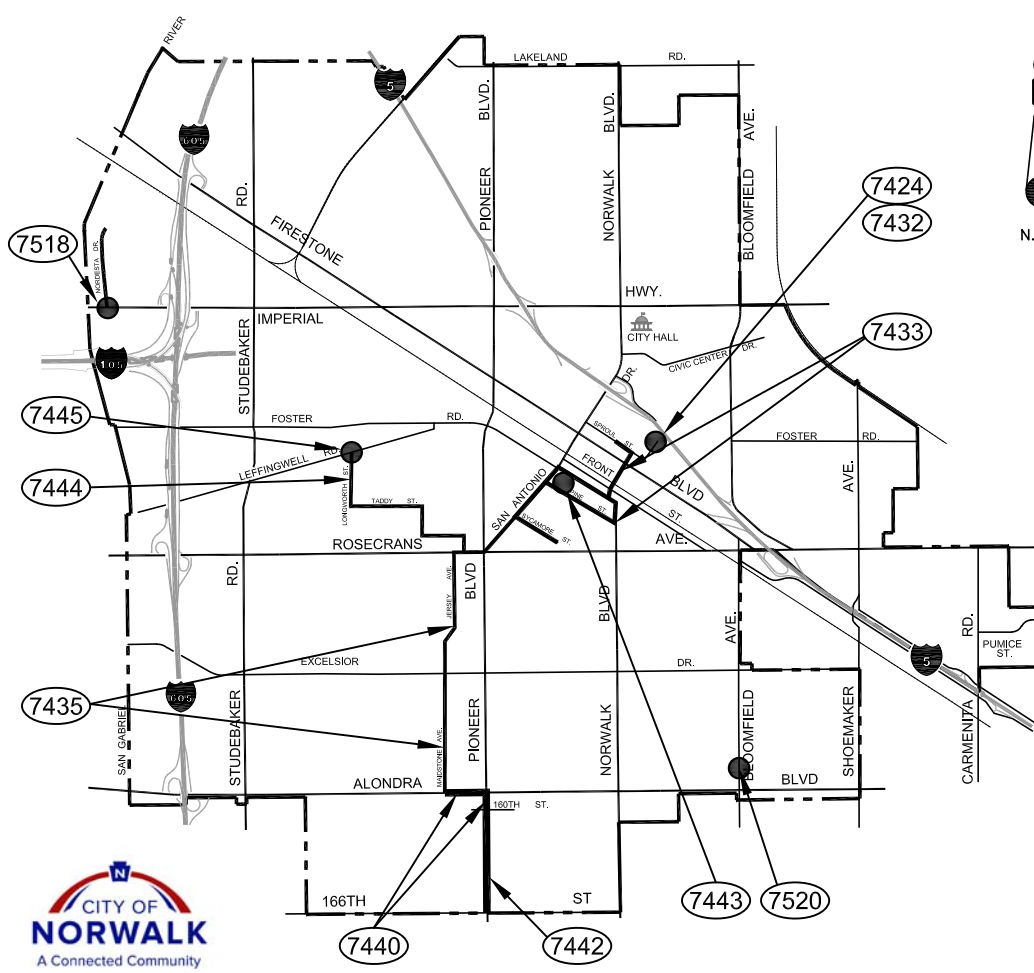


CARRYOVER PARK FACILITIES/PUBLIC FACILITIES/MISC IMPROVEMENTS PROJECTS

- 7342 SARA MENDEZ PARK IMPROVEMENTS
- 7345 NORWALK PARK - LIGHTING UPGRADE
- 7353 BOB WHITE PARK REHABILITATION
- 7354 LAKESIDE PARK REHABILITATION
- 7355 NEW RIVER PARK REHABILITATION
- * 7356 PARK LIGHTING - CITY WIDE
- 7357 HOLIFIELD PARK (DESIGN)
- 7359 HERMOSILLO PARK REHABILITATION
- 7361 VISTA VERDE PARK REHABILITATION
- 7603 NASC UPGRADES
- 7604 HARGITT HOUSE ROOF REPLACEMENT
- 7605 PARKING ACCESS / KIOSKS
- 7776 CITY HALL ENTRANCE ADA IMPROVEMENT
- 7783 SPROUL MUSEUM / HARGITT HOUSE PAINTING
- 7786 NORWALK TRANSPORTATION MUNICIPAL SERVICES YARD
- 7792 HVAC - NASC / CMC
- 7794 SOCIAL SERVICES IMPROVEMENTS - PAINT, CARPET, CEILING TILE
- * 7796 HVAC REPLACEMENT - VARIOUS LOCATIONS
- 7797 SR CENTER PARKING LOT REDESIGN
- * 7798 SLURRY SEAL PARKING LOTS - CITYWIDE
- 7799 SECURITY IMPROVEMENTS - CITYWIDE (PHASE 1 - CITY HALL)
- 7846 TREE BOX FILTER UNITS - IMPERIAL / VOLUNTEER AND PIONEER / LINDALE
- 7847 EDUCATION, CAREER, AND BUSINESS RESOURCE CENTER
- 7848 FIRE PANEL UPGRADES (TRANSPORTATION / PUBLIC SERVICES FACILITY)
- * 7849 MEDIAN & SIDE PANEL TURF REPLACEMENT WITH DROUGHT TOLERANT PLANTS
- * 7913 UPGRADE FIRE ALARMS

* Project is not location specific or has multiple locations and therefore is not shown on the map.

WATER/SEWER/ENVIRONMENTAL SERVICES IMPROVEMENT PROJECTS



CARRYOVER WATER/SEWER/ENVIRONMENTAL SERVICES IMPROVEMENTS PROJECTS

- 7424 NORWALK PARK WELL NO. 10 - PHASE II
- 7432 PHOSPHATE TREATMENT SYSTEM - WELL NO. 10
- 7433 WATER MAIN REPLACEMENT & UPGRADE - CENTRAL SYSTEM
- 7435 WATER TRANSMISSION MAIN CONNECTION OF CENTRAL TO SOUTH AND WEST SYSTEM
- * 7438 AMR / AMI - WATER (CITY MATCH)
- * 7439 EMERGENCY CONNECTION - SOUTHEAST SERVICE AREA
- 7440 PIPELINE - ALONDRA BLVD (MAIDSTONE AVE TO PIONEER BLVD) AND PIONEER BLVD (ALONDRA BLVD TO 160TH ST)
- * 7441 SCADA - WATER
- 7442 PIPELINE - PIONEER BLVD BETWEEN 160TH ST TO 166TH ST
- * 7512 SEWER MAIN REPAIR / REPLACEMENT - CITYWIDE
- * 7513 SEWER MANHOLE REPAIR / REPLACEMENT - CITYWIDE
- * 7515 CITYWIDE STORM DRAIN REPLACEMENT
- 7518 NORDESTA DRIVE STORM DRAIN UPGRADE
- * 7519 SCADA - SEWER
- 7520 BLOOMFIELD SEWER LIFT STATION UPGRADE

NEW FY 17-18 WATER/SEWER/ENVIRONMENTAL SERVICES IMPROVEMENTS PROJECTS

- 7443 NORWALK WATER TANK REHABILITATION
- 7444 TRANSMISSION PIPELINE - WELLS 4 TO 5
- 7445 WELL 4 REHABILITATION
- * 7521 SEWER MAIN REPAIR/REPLACEMENT - CITYWIDE
- * 7522 MANHOLE INSPECTION & REPAIR

* Project is not location specific or has multiple locations and therefore is not shown on the map.



CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT	DESCRIPTION / FUNDING SOURCES	FY 2017 ADOPTED	FY 2017 ESTIMATED	FY 2017 ESTIMATED	FY 2018 NEW	STATUS / COMMENTS
	NUMBER		FUNDING	EXPENDITURES	CARRYOVER	APPROPRIATION	
		Street Improvements					
		Median Improvements at Pioneer Blvd from Rosecrans Ave to Alondra Blvd					
	7149						
227-70-7149	7149-227	Proposition "C"	1,200,347	20,367	1,179,980		
411-70-7149	7149-411	Local Transportation Funds (LTF)	1,747,948	-	1,747,948	(941,948)	Paving and installation of medians.
		Total of Carryover and New Appropriations				1,985,980	
		Alondra Blvd Rehab from Gridley Rd to Studebaker Rd					
	7182						
227-70-7182	7182-227	Proposition "C"	1,011,038	7,936	1,003,102		Construction to begin Summer 2017.
		Total of Carryover and New Appropriations				1,003,102	
		Carmenita Rd from Rosecrans Ave to the I-5 (construction)					
	7184						
227-70-7184	7184-227	Proposition "C"	977	-	977	900,000	Advertise for bids in Summer 2017.
		Total of Carryover and New Appropriations				900,977	
		Shoemaker Ave from Rosecrans Ave to Firestone Frontage Rd					
	7185						
227-70-7185	7185-227	Proposition "C"	931,339	59	931,280		Advertise for bids in Summer 2017.
		Total of Carryover and New Appropriations				931,280	

CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT	DESCRIPTION / FUNDING SOURCES	FY 2017 ADOPTED	FY 2017 ESTIMATED	FY 2017 ESTIMATED	FY 2018 NEW	STATUS / COMMENTS
	NUMBER		FUNDING	EXPENDITURES	CARRYOVER	APPROPRIATION	
	7188	Buspad for Bus Stop @ Alondra Blvd & Elmcroft Ave					
227-70-7188	7188-227	Proposition "C"	345,350	-	345,350		Construction underway.
		Total of Carryover and New Appropriations				345,350	
	7189	Bus Stop @ Imperial Hwy & Jersey Ave (North and South side) ADA improvements to side panels					
210-70-7189	7189-210	Proposition "A"	41,374	-	41,374		
227-70-7189	7189-227	Proposition "C"	642,462	866	641,596		Construction to begin late Summer 2017.
711-70-7189	7189-711	PTMISEA- Prop 1B	60,000	-	60,000		
712-70-7189	7189-712	FTA Grants	240,000	-	240,000		
		Total of Carryover and New Appropriations				982,970	
	7195	I-605 Hotspots - Studebaker Rd /Alondra Blvd					
428-70-7195	7195-428	MTA Measure "R" (I 605 Mitigation)	457,778	47	457,731		Design underway and expected to be completed late Summer 2017. Construction estimated to begin late Fall 2017.
		Total of Carryover and New Appropriations				457,731	
	7196	Firestone Bridge over Railroad					
227-70-7196	7196-227	Proposition "C"	116,000	-	116,000		Project pending funding availability.
		Total of Carryover and New Appropriations				116,000	

CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT		FY 2017	FY 2017	FY 2017	FY 2018	STATUS / COMMENTS
	NUMBER	DESCRIPTION / FUNDING SOURCES	ADOPTED FUNDING	ESTIMATED EXPENDITURES	ESTIMATED CARRYOVER	NEW APPROPRIATION	
	7197	Foster Side Panel (Studebaker Rd. to Pioneer Blvd.)					
228-70-7197	7197-228	Measure "R" Local Return	339,361	61,811	277,550		Design completed. Bid for construction Summer 2017.
410-70-7197	7197-410	ATP Grant	2,108,000	20,964	2,087,036		
		Total of Carryover and New Appropriations				2,364,586	
	7901	I-605 Hotspots - Bloomfield Ave / Imperial Hwy					
428-70-7901	7901-428	MTA Measure "R" (I 605 Mitigation)	882,961	804	882,157		Design underway. Construction estimated to begin Winter 2018.
		Total of Carryover and New Appropriations				882,157	
	7902	I-605 Hotspots - Pioneer Blvd /Imperial Hwy					
428-70-7902	7902-428	MTA Measure "R" (I 605 Mitigation)	1,454,345	24	1,454,321		Design underway. Next phase pending MOU with MTA.
		Total of Carryover and New Appropriations				1,454,321	
	7903	I-605 Hotspots - Studebaker Rd / Rosecrans Ave					
428-70-7903	7903-428	MTA Measure "R" (I 605 Mitigation)	1,651,756	21,688	1,630,068		Design underway and excepted to be completed late Summer 2017. Construction estimated to begin late Fall 2017.
		Total of Carryover and New Appropriations				1,630,068	
	7904	Foster Road Rehabilitation Studebaker Rd / Pioneer Blvd					
430-70-7904	7904-430	Surface Transportation Program (STPL)	425,000	-	425,000		Award design in August 2017.
		Total of Carryover and New Appropriations				425,000	

CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT	DESCRIPTION / FUNDING SOURCES	FY 2017	FY 2017	FY 2017	FY 2018	STATUS / COMMENTS
	NUMBER		ADOPTED	ESTIMATED	ESTIMATED	NEW	
			FUNDING	EXPENDITURES	CARRYOVER	APPROPRIATION	
	7905	Imperial Highway Rehabilitation Phase 1 West City Limits to Studebaker Rd (Design)					
227-70-7905	7905-227	Proposition "C" Surface Transportation Program	-	-	-	100,000	Release RFP for design in July 2017.
430-70-7905	7905-430	(STPL)	100,000	-	100,000	(100,000)	
		Total of Carryover and New Appropriations				100,000	
	7906	Imperial Highway Rehabilitation - Phase 2 Studebaker Rd. to Orr & Day Rd. (Design)					
426-70-7906	7906-426	Highway User Tax (HUT) Section 2103	100,000	-	100,000		Release RFP for design in July 2017.
		Total of Carryover and New Appropriations				100,000	
	7907	Annual Local Street Rehabilitation					
101-70-7907	7907-101	General Fund	250,000	345	249,655		Construction scheduled to begin July 2017.
426-70-7907	7907-426	Highway User Tax (HUT) Section 2103	1,247,782	141	1,247,641		
		Total of Carryover and New Appropriations				1,497,296	
		Traffic Improvements					
	7228	Traffic Signal and Curb Ramp Improvement - Rosecrans Ave between Studebaker Rd. & Carmenita Rd					
228-70-7228	7228-228	Measure "R" Local Return	115,537	3,099	112,438		Under design to upgrade traffic signals and install pedestrian countdown heads. Advertise for bids in Fall 2017.
409-70-7228	7228-409	HSIP Grant	1,168,002	22,247	1,145,755		
		Total of Carryover and New Appropriations				1,258,193	

CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT		FY 2017	FY 2017	FY 2017	FY 2018	STATUS / COMMENTS
	NUMBER	DESCRIPTION / FUNDING SOURCES	ADOPTED FUNDING	ESTIMATED EXPENDITURES	ESTIMATED CARRYOVER	NEW APPROPRIATION	
	7229	Traffic Signal and Curb Ramp Improvement - Studebaker Rd between Alondra Blvd. & Rosecrans Ave					
228-70-7229	7229-228	Measure "R" Local Return	70,270	1,252	69,018		Under design to upgrade traffic signals and install pedestrian countdown heads. Advertise for bids in Fall 2017.
409-70-7229	7229-409	HSIP Grant	712,715	11,262	701,453		
Total of Carryover and New Appropriations						770,471	
	7230	Traffic Signal and Curb Ramp Improvement - San Antonio Dr/Norwalk Blvd between Rosecrans Ave & Civic Center Dr					
228-70-7230	7230-228	Measure "R" Local Return	81,214	2,650	78,564		Under design to upgrade traffic signals and install pedestrian countdown heads. Advertise for bids in Fall 2017.
409-70-7230	7230-409	HSIP Grant	822,701	23,855	798,846		
Total of Carryover and New Appropriations						877,410	
	7232	Traffic Signal & Curb Ramp Improvement - Alondra Blvd/Pioma Ave/Shoemaker Ave					
228-70-7232	7232-228	Measure "R" Local Return	129,800	74	129,726	(65,600)	Issue RFP for design in Summer 2017.
409-70-7232	7232-409	HSIP Grant	2,300	666	1,634	127,700	
Total of Carryover and New Appropriations						193,460	
	7233	Traffic Signal & Curb Ramp Improvement - Firestone Blvd/ West City limit & Rosecrans Ave					
228-70-7233	7233-228	Measure "R" Local Return	15,700	74	15,626	51,700	Issue RFP for design in Summer 2017.
409-70-7233	7233-409	HSIP Grant	141,200	666	140,534	1,300	
Total of Carryover and New Appropriations						209,160	

CARRYOVER CAPITAL PROJECTS

PROJECT		FY 2017 ADOPTED	FY 2017 ESTIMATED	FY 2017 ESTIMATED	FY 2018 NEW	STATUS / COMMENTS	
BUDGET UNIT	NUMBER	FUNDING	EXPENDITURES	CARRYOVER	APPROPRIATION		
Traffic Signal & Curb Ramp Improvement - Studebaker Blvd/Rosecrans Ave & Cecilia St							
	7234						
228-70-7234	7234-228	Measure "R" Local Return	13,000	74	12,926	22,800	Issue RFP for design in Summer 2017.
409-70-7234	7234-409	HSIP Grant	117,000	666	116,334	1,200	
Total of Carryover and New Appropriations						153,260	
ITS - Imperial Hwy: San Gabriel River to Shoemaker Ave							
	7235						
423-70-7235	7235-423	MTA - Measure "R"	3,380,400	-	3,380,400		Design scheduled to begin Summer 2017.
Total of Carryover and New Appropriations						3,380,400	
Park Facilities							
Sara Mendez Park Improvements							
	7342						
743-70-7342	7342-743	Park Equipment/Renovation Fund	216,100	3,743	212,357		Restore park improvements removed during I-5 widening project including landscaping, fencing, curb, and gutter.
Total of Carryover and New Appropriations						212,357	
Norwalk Park-Lighting Upgrade							
	7345						
743-70-7345	7345-743	Park Equipment/Renovation Fund	21,000	-	21,000		Upgrading of existing walkway and parking lot lighting to energy efficient lighting. Lighting evaluation to be completed and determination made by June 30. Project close out to follow.
Total of Carryover and New Appropriations						21,000	

CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT		FY 2017 ADOPTED	FY 2017 ESTIMATED	FY 2017 ESTIMATED	FY 2018 NEW	STATUS / COMMENTS
	NUMBER	DESCRIPTION / FUNDING SOURCES	FUNDING	EXPENDITURES	CARRYOVER	APPROPRIATION	
	7353	Bob White Park Rehabilitation					
743-70-7353	7353-743	Park Equipment/Renovation Fund	70,422	65,170	5,252		Building demolition, landscaping/irrigation repairs, picnic tables, signage and benches. Chain link fence and block wall painting. Project near completion.
		Total of Carryover and New Appropriations				5,252	
	7354	Lakeside Park Rehabilitation					
743-70-7354	7354-743	Park Equipment/Renovation Fund	18,383	14,995	3,388		Interior and exterior painting, restroom remodel, lighting upgrades, landscaping/irrigation repairs, picnic tables, signage and benches.
		Total of Carryover and New Appropriations				3,388	
	7355	New River Park Rehabilitation					
743-70-7355	7355-743	Park Equipment/Renovation Fund	20,886	1,774	19,112		Interior and exterior painting, restroom remodel, lighting upgrades, landscaping/irrigation repairs, picnic tables, signage and benches.
		Total of Carryover and New Appropriations				19,112	
	7356	Park Lighting - City Wide					
101-70-7356	7356-101	General Fund	200,000	-	200,000		Installation of upgraded walkway lighting at parks to LED. May be reimbursed through On Bill Financing (OBF) on Edison invoices.
		Total of Carryover and New Appropriations				200,000	

CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT	DESCRIPTION / FUNDING SOURCES	FY 2017 ADOPTED	FY 2017 ESTIMATED	FY 2017 ESTIMATED	FY 2018 NEW	STATUS / COMMENTS
	NUMBER		FUNDING	EXPENDITURES	CARRYOVER	APPROPRIATION	
	7357	Holifield Park (Design)					
435-70-7357	7357-435	2005 RDA Bond Proceeds	1,351,807	740	1,351,067		Master Plan and design of park improvements to incorporate 15 acres being transferred to City from the Air Force.
		Total of Carryover and New Appropriations				1,351,067	
	7359	Hermosillo Park Rehabilitation					
743-70-7359	7359-743	Park Equipment/Renovation Fund	275,000	119,682	155,318		Interior and exterior painting, restroom remodel, lighting upgrades, landscaping/irrigation repairs, picnic tables, signage and benches.
		Total of Carryover and New Appropriations				155,318	
	7361	Vista Verde Park Rehabilitation					
743-70-7361	7361-743	Park Equipment/Renovation Fund	80,000	34,774	45,226		Interior and exterior painting, restroom remodel, lighting upgrades, landscaping/irrigation repairs, picnic tables, signage and benches.
		Total of Carryover and New Appropriations				45,226	
		Water					
	7424	Norwalk Park Well No 10 - Phase II					
702-70-7424	7424-702	Water Enterprise Fund	246,824	-	246,824		Install well equipment and emergency generator.
		Total of Carryover and New Appropriations				246,824	
	7432	Phosphate Treatment System - Well No. 10					
702-70-7432	7432-702	Water Enterprise Fund	110,978	87,571	23,407		Install a phosphate system to neutralize pH levels in the groundwater in order to improve the aesthetics of the water.
		Total of Carryover and New Appropriations				23,407	

CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT		FY 2017	FY 2017	FY 2017	FY 2018	STATUS / COMMENTS	
	NUMBER	DESCRIPTION / FUNDING SOURCES	ADOPTED	ESTIMATED	ESTIMATED	NEW		
			FUNDING	EXPENDITURES	CARRYOVER	APPROPRIATION		
	7433	Water Main Replacement & Upgrade - Central System						
702-70-7433	7433-702	Water Enterprise Fund	1,993,474	1,901,921	91,553		Design and construct water distribution main in central water system.	
			Total of Carryover and New Appropriations				91,553	
	7435	Water Transmission Main Connection of Central to South and West System						
702-70-7435	7435-702	Water Enterprise Fund	3,735,522	2,409,231	1,326,291		Design and construct water transmission main to connect central water system to south and west water system.	
			Total of Carryover and New Appropriations				1,326,291	
	7438	AMR/AMI - Water (City Match)						
702-70-7438	7438-702	Water Fund	480,000	57,567	422,433	500,000	Install advanced metering infrastructure system with Gateway's Water & Energy Efficiency Grants.	
			Total of Carryover and New Appropriations				922,433	
	7439	Emergency Connection - Southeast Service Area						
702-70-7439	7439-702	Water Fund	340,000	19,030	320,970		Install an emergency connection with Liberty Utilities in southeast service area.	
			Total of Carryover and New Appropriations				320,970	
	7440	Pipeline - Alondra Blvd (Maidstone Ave to Pioneer Blvd) and Pioneer Blvd (Alondra Blvd to 160th St).						
702-70-7440	7440-702	Water Enterprise Fund	34,842	18,613	16,229	1,250,000	Design and construct water main on Alondra Blvd (Maidstone to Pioneer) and Pioneer Blvd (Alondra to 160th).	
			Total of Carryover and New Appropriations				1,266,229	

CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT		FY 2017 ADOPTED	FY 2017 ESTIMATED	FY 2017 ESTIMATED	FY 2018 NEW	STATUS / COMMENTS
	NUMBER	DESCRIPTION / FUNDING SOURCES	FUNDING	EXPENDITURES	CARRYOVER	APPROPRIATION	
	7441	SCADA - Water					
702-70-7441	7441-702	Water Fund	200,000	-	200,000	560,000	Install Supervisory Control And Data Acquisition (SCADA) infrastructure for the water system based on SCADA Master Plan.
			Total of Carryover and New Appropriations			760,000	
	7442	Pipeline - Pioneer Blvd between 160th St to 166th St					
702-70-7442	7442-702	Water Fund	100,000	-	100,000	100,000	Design and construct water main on Pioneer Blvd between 160th St to 166th St.
			Total of Carryover and New Appropriations			100,000	
		Sewer					
	7512	Sewer Main Repair/Replacement - City Wide					
704-70-7512	7512-704	Sewer Fund	2,000,000	55,225	1,944,775	1,944,775	Engineering design, and replacement/lining of deteriorated sewer main lines - years 1 & 2 of 50.
			Total of Carryover and New Appropriations			1,944,775	
	7513	Sewer Manhole Repair/Replacement - City Wide					
704-70-7513	7513-704	Sewer Fund	300,000	-	300,000	300,000	Engineering design, and rehabilitation of deteriorated sewer manholes.
			Total of Carryover and New Appropriations			300,000	

CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT		FY 2017	FY 2017	FY 2017	FY 2018	STATUS / COMMENTS
	NUMBER	DESCRIPTION / FUNDING SOURCES	ADOPTED FUNDING	ESTIMATED EXPENDITURES	ESTIMATED CARRYOVER	NEW APPROPRIATION	
	7519	SCADA - Sewer					
704-70-7519	7519-704	Sewer Fund	150,000	-	150,000	200,000	Install Supervisory Control And Data Acquisition (SCADA) infrastructure for the sewer system based on SCADA Master Plan.
			Total of Carryover and New Appropriations			350,000	
	7520	Bloomfield Sewer Lift Station Upgrade					
704-70-7520	7520-704	Sewer Fund	20,000	-	20,000	20,000	Design and construct the upgrade of Bloomfield Sewer Lift Station.
			Total of Carryover and New Appropriations			20,000	
		Environmental Services					
	7515	Citywide Storm Drain Replacement					
101-70-7515	7515-101	General Fund	100,000	-	100,000	100,000	Issue RFP for Citywide CCTV evaluation study in Summer 2017.
			Total of Carryover and New Appropriations			100,000	
	7518	Nordesta Storm Drain Upgrade					
228-70-7518	7518-228	Measure "R"	670,000	-	670,000	670,000	Design scheduled to begin Fall 2017.
			Total of Carryover and New Appropriations			670,000	

CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT	DESCRIPTION / FUNDING SOURCES	FY 2017 ADOPTED	FY 2017 ESTIMATED	FY 2017 ESTIMATED	FY 2018 NEW	STATUS / COMMENTS
	NUMBER		FUNDING	EXPENDITURES	CARRYOVER	APPROPRIATION	
		Public Facilities Improvements					
	7603	NASC Upgrades					Lighting, painting, wood refinish, flooring, repairs. Formal bid process June 2017.
747-70-7603	7603-747	Building Renovation Fund	48,500	-	48,500		
			Total of Carryover and New Appropriations			48,500	
	7604	Hargitt House Roof Replacement					Formal bid process May 2017. Anticipate work to be completed September 2017.
747-70-7604	7604-747	Building Renovation Fund	100,000	-	100,000		
			Total of Carryover and New Appropriations			100,000	
	7605	Parking Access/Kiosks					Installation of automated kiosk system for payment of parking. Project in process for bidding or piggyback option.
243-70-7605	7605-243	Parking Structure Fund	425,000	-	425,000	140,000	
			Total of Carryover and New Appropriations			565,000	
	7776	City Hall Entrance ADA Improvement					Replacement of City Hall east entrance ramp for ADA compliance and installation for new Military Service Memorial. Project completion May 29, 2017.
101-70-7776	7776-101	General Fund	300,000	231,462	68,538		
207-70-7776	7776-207	CDBG	477,058	284,173	192,885		
418-70-7776	7776-418	Art in Public Places	658,555	488,443	170,112		
747-70-7776	7776-747	Building Renovation Fund	339,096	266,956	72,140		
			Total of Carryover and New Appropriations			503,675	

CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT		FY 2017	FY 2017	FY 2017	FY 2018	STATUS / COMMENTS
	NUMBER	DESCRIPTION / FUNDING SOURCES	ADOPTED	ESTIMATED	ESTIMATED	NEW	
			FUNDING	EXPENDITURES	CARRYOVER	APPROPRIATION	
	7783	Sproul Museum / Hargitt House Painting					
747-70-7783	7783-747	Building Renovation Fund	306,329	212,535	93,794		Repainting exterior of Sproul Museum and Hargitt House, along with wood/stair repairs at Hargitt House. Pending review of property.
		Total of Carryover and New Appropriations				93,794	
	7786	Norwalk Transportation Municipal Services Yard					
205-70-7786	7786-205	County Aid to City	33,900	-	33,900		
227-70-7786	7786-227	Proposition "C"	281,987	40,743	241,244		Construction underway.
437-70-7786	7786-437	Cooperative Agreement	226,500	20,848	205,652		
712-70-7786	7786-712	FTA Grants	957,068	277	956,791		
		Total of Carryover and New Appropriations				1,437,587	
	7792	HVAC - NASC/CMC					
747-70-7792	7792-747	Building Renovation Fund	298,145	287,377	10,768		Replacement of 14 existing units with energy efficient A/C units. Project is complete. Final paperwork in process.
		Total of Carryover and New Appropriations				10,768	
	7794	Social Services Improvements - Paint, Carpet, Ceiling Tile					
747-70-7794	7794-747	Building Renovation Fund	50,000	-	50,000		Projects completed. Balance of approx. \$4k for flooring and painting of staff kitchen remains.
		Total of Carryover and New Appropriations				50,000	

CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT		FY 2017 ADOPTED	FY 2017 ESTIMATED	FY 2017 ESTIMATED	FY 2018 NEW	STATUS / COMMENTS
	NUMBER	DESCRIPTION / FUNDING SOURCES	FUNDING	EXPENDITURES	CARRYOVER	APPROPRIATION	
	7796	HVAC Replacement - Various Locations					Replace worn out air conditioners throughout the City. Bid being developed for several units at various facilities. Bid Summer 2017.
747-70-7796	7796-747	Building Renovation Fund	399,540	68,605	330,935		
		Total of Carryover and New Appropriations				330,935	
	7797	Sr Center Parking Lot Redesign					Social Services and Engineering to review parking lot redesign to provide pedestrian travel to and from the center.
101-70-7797	7797-101	General Fund	54,000	-	54,000		
		Total of Carryover and New Appropriations				54,000	
	7798	Slurry Seal Parking Lots - City wide					General Funds used for parking lots citywide. Prop C funds will be used at Metrolink parking lot. Summer 2017 Gerdes Park bid released.
101-70-7798	7798-101	General Fund - City parking lots	109,959	-	109,959	147,000	
227-70-7798	7798-227	Proposition "C" - Metrolink parking lot	40,000	-	40,000		
		Total of Carryover and New Appropriations				296,959	
	7799	Security Improvements - City wide (Phase 1 - City Hall)					Project nearing completion May 2017.
101-70-7799	7799-101	General Fund	80,000	11,504	68,496		
		Total of Carryover and New Appropriations				68,496	

CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT		FY 2017	FY 2017	FY 2017	FY 2018	STATUS / COMMENTS
	NUMBER	DESCRIPTION / FUNDING SOURCES	ADOPTED FUNDING	ESTIMATED EXPENDITURES	ESTIMATED CARRYOVER	NEW APPROPRIATION	
	7913	Upgrade Fire Alarms					
101-70-7913	7913-101	General Fund	120,000	79,002	40,998		Project complete. Waiting for final testing and inspection May 2017.
		Total of Carryover and New Appropriations				40,998	
		Miscellaneous Improvements					
	7846	Tree Box Filter Units - Imperial Hwy/Volunteer Ave and Pioneer Blvd/Lindale Ave					
101-70-7846	7846-101	General Fund	27,815	14,478	13,337		Install 2 tree box filters at Imperial/Volunteer and Pioneer/Lindale. The tree box filters are biotreatment systems from storm water.
		Total of Carryover and New Appropriations				13,337	
	7847	Education, Career, and Business Resource Center					
435-70-7847	7847-435	RDA Bond Proceeds	1,278,944	334,453	944,491		Construct office building for lease to tenants that support education and training opportunities.
		Total of Carryover and New Appropriations				944,491	
	7848	Fire Panel Upgrades (Transportation/Public Services Facility)					
747-70-7848	7848-747	Building Renovation Fund	40,000	-	40,000		Bid results pending review. May 2017
		Total of Carryover and New Appropriations				40,000	

CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2017 ADOPTED FUNDING	FY 2017 ESTIMATED EXPENDITURES	FY 2017 ESTIMATED CARRYOVER	FY 2018 NEW APPROPRIATION	STATUS / COMMENTS
	7849	Median & Side Panel Turf Replacement with Drought Tolerant Plants					
228-70-7849	7849-228	Measure "R" Local Return	70,000	-	70,000	8,251	Landscape Architect contract awarded. Concept review by Council July 2017
412-70-7849	7849-412	CA Natural Resources Agency	416,260	-	416,260		
Total of Carryover and New Appropriations						494,511	
			\$ 41,997,551	\$ 7,332,529	\$ 34,665,022	37,567,425	
Number of carryover projects	64	CARRYOVER CAPITAL PROJECTS - TOTAL				2,902,403	

NEW CAPITAL PROJECTS

<u>BUDGET UNIT</u>	<u>PROJECT NUMBER</u>	<u>DESCRIPTION / FUNDING SOURCES</u>	<u>FY 2018 NEW APPROPRIATION</u>	<u>STATUS / COMMENTS</u>
Street Improvements				
	7915	Pavement Rehabilitation Flallon St from 166th St to north end of cul de sac		Issue RFP for Design in Summer 2017.
228-70-7915	7915-228	Measure "R" Local Return	<u>546,000</u>	
			Total New Appropriations	
	7916	Pavement Rehabilitation - Orr & Day Rd from Vista Verde to Imperial Hwy		Issue RFP for Design in Summer 2017.
404-70-7916	7916-404	RMRA - Road Maint. Rehabilitation Account	<u>60,000</u>	
			Total New Appropriations	
	7917	Pavement Rehabilitation - Sproul St from Esmond Ave to Belmart Ave		Issue RFP for Design in Fall 2017.
404-70-7917	7917-404	RMRA - Road Maint. Rehabilitation Account	<u>25,000</u>	
			Total New Appropriations	
	7918	Pavement Rehabilitation - 162nd St from Clarkdale Ave to Norwalk Blvd		Issue RFP for Design in Fall 2017.
404-70-7918	7918-404	RMRA - Road Maint. Rehabilitation Account	<u>60,000</u>	
			Total New Appropriations	

NEW CAPITAL PROJECTS

<u>BUDGET UNIT</u>	<u>PROJECT NUMBER</u>	<u>DESCRIPTION / FUNDING SOURCES</u>	<u>FY 2018 NEW APPROPRIATION</u>	<u>STATUS / COMMENTS</u>
		Water		
	7443	Norwalk Water Tank Rehabilitation		
702-70-7443	7443-702	Water Fund	<u>200,000</u>	Rehabilitate existing water tank tower.
			Total New Appropriations	
	7444	Transmission Pipeline - Wells 4 to 5		
702-70-7444	7444-702	Water Fund	<u>100,000</u>	Design transmission water main from Well 5 to Foster Rd and Jersey Ave.
			Total New Appropriations	
	7445	Well 4 Rehabilitation		
702-70-7445	7445-702	Water Fund	<u>250,000</u>	Rehabilitate Well 4 for performance and durability.
			Total New Appropriations	

NEW CAPITAL PROJECTS

<u>BUDGET UNIT</u>	<u>PROJECT NUMBER</u>	<u>DESCRIPTION / FUNDING SOURCES</u>	<u>FY 2018 NEW APPROPRIATION</u>	<u>STATUS / COMMENTS</u>
		Sewer		
	7521	Sewer Main Repair/Replacement - City Wide		
704-70-7521	7521-704	Sewer Fund	<u>900,000</u>	Engineering design, and replacement/lining of deteriorated sewer main lines - year 3 of 50.
			Total New Appropriations	
	7522	Manhole inspection & repair		
704-70-7522	7522-704	Sewer Fund	<u>150,000</u>	Engineering design, and rehabilitation of deteriorated sewer manholes.
			Total New Appropriations	
No. of New Projects:	9	NEW CAPITAL PROJECTS - TOTAL	<u>\$ 2,291,000</u>	

MAYOR & COUNCIL

ACTIVITIES AND OBJECTIVES

Description of Activities

The City Council is a five-member board elected to represent the residents of Norwalk. The City Council meets on the first and third Tuesday of each month and conducts special meetings as needed. At these public meetings, the City Council makes policy determinations; provides Strategic Action Plan direction; approves agreements and contracts; adopts ordinances (local laws) and regulations; and authorizes all expenditures of City funds. In addition, the City Council reviews and adopts an annual City Budget. The City Council also develops and maintains significant intergovernmental relations with other local, state, and federal agencies in order to ensure the economic vitality of Norwalk.

The City Council also serves as the Board of Directors of the Successor Agency to the Norwalk Redevelopment Agency.

MAYOR & COUNCIL
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2110	Conferences & Meetings: City Council expenses related to conferences, seminars and meetings held within California	\$ 22,000

MAYOR & COUNCIL

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-10-1101	1020	REG SALARIES & WAGES	115,079	130,347	96,135	121,526
101-10-1101	1030	PART TIME WAGES	6,599	-	-	-
101-10-1101	1040	OVERTIME SALARY & WAGES	159	800	231	800
101-10-1101	1052	AUTO ALLOWANCE	30,500	30,000	24,045	30,000
101-10-1101	1060	PAID SICK LEAVE	1,807	900	2,265	2,190
101-10-1101	1076	DEFERRED COMP-COUNCIL	21,472	-	21,908	30,424
101-10-1101	1078	MANAGEMENT BENEFIT 401A	1,150	1,142	944	1,142
101-10-1101	1080	MEDICARE	2,465	2,136	2,065	2,594
101-10-1101	1081	MGMT BENEFIT/MEDICAL	24,354	41,065	21,112	27,387
101-10-1101	1082	PERS - EMPLOYEES' PORTION	6,218	7,496	2,032	2,579
101-10-1101	1083	PERS - EMPLOYER PORTION	20,657	31,405	17,314	31,082
101-10-1101	1085	LIFE INSURANCE	870	918	595	895
101-10-1101	1088	LONG-TERM DISABILITY INSURANCE	667	712	454	651
101-10-1101	1090	MEDICAL INS - FT EMPLOYEES	34,657	37,979	17,885	13,837
101-10-1101	1091	DENTAL INS - FT EMPLOYEES	7,045	8,518	4,857	8,092
101-10-1101	1092	VISION INS - FT EMPLOYEES	1,607	1,945	1,134	1,853
101-10-1101	1093	MEDICAL INS - PT EMPL	579	-	-	-
101-10-1101	1095	MEDICAL INS - RETIREES	43,157	42,200	51,569	55,000
101-10-1101	1097	WORKER'S COMPENSATION	816	1,225	1,225	823
101-10-1101	1100	ACA AFFORDABILITY STIPEND	47	-	-	-
PERSONNEL EXPENDITURES:			319,905	338,789	265,772	330,876

MAYOR & COUNCIL

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-10-1101	2108	CONFERENCE/OUT OF STATE	-	-	250	-
101-10-1101	2110	CONFERENCES & MEETINGS	12,096	15,000	16,000	22,000
101-10-1101	2140	OFFICE SUPPLIES	2,010	2,000	2,000	1,500
101-10-1101	2190	TELEPHONE & FAX	2,166	2,040	2,300	2,400
101-10-1101	2230	PROGRAMS & ACTIVITIES	46	-	-	-
101-10-1101	2660	COUNCIL REORGANIZATION EVENT	3,873	6,500	6,500	6,500
101-10-1101	2661	RIOS - DISCR EXP	-	-	-	10,000
101-10-1101	2662	PEREZ - DISCR EXP	-	-	-	10,000
101-10-1101	2663	KELLEY- DISCR EXP	10,000	10,000	10,000	-
101-10-1101	2664	MENDEZ - DISCR EXP	10,000	10,000	10,000	-
101-10-1101	2665	AYALA - DISCR EXP	-	-	-	10,000
101-10-1101	2666	RODARTE - DISCR EXP	10,000	10,000	-	-
101-10-1101	2667	SHRYOCK - DISCR EXP	10,000	10,000	10,000	10,000
101-10-1101	2668	VERNOLA - DISCR EXP	10,000	10,000	10,000	10,000
OPERATING EXPENDITURES:			70,191	75,540	67,050	82,400
GENERAL FUND - MAYOR & COUNCIL TOTAL:			390,096	414,329	332,822	413,276

MAYOR & COUNCIL

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
745-10-1101	3860	C/O-OFFICE EQUIPMENT	620	-	1,722	-
EQUIPMENT REPLACEMENT FUND - MAYOR & COUNCIL TOTAL:			620	-	1,722	-
ALL FUNDS - MAYOR & COUNCIL TOTAL:			390,716	414,329	334,544	413,276

COMMUNITY PROMOTION COMMISSION

ACTIVITIES AND OBJECTIVES

Description of Activities

The Community Promotion Commission's activities include the promotion of Community and City activities, events, programs and services. Annual events include the Home & Business Beautification and the Holiday Home Décor contest, as well as the first responder Appreciation Luncheon recognizing LASD, CHP, Firefighters and Public Safety.

COMMUNITY PROMOTION COMMISSION
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2260	Development & Promotion: Commission programs include the Home & Business Beautification Contest, the Holiday Home Décor Contest and the Public Safety/CHP/Sheriff's and Fire Departments Appreciation Luncheon	\$ 8,250

PLANNING COMMISSION

ACTIVITIES AND OBJECTIVES

Description of Activities

The Planning Commission is composed of five citizens appointed by the City Council to carry out functions mandated by State Law.

The Planning Commission considers a wide variety of matters to fulfill its functions including the conduct of public hearing for all General Plan Amendments, Zone Changes, Conditional Use Permits, Zone Variances, and Text Amendments. The Commission also reviews and acts on a number of other applications for development, conducts hearings related to planning and zoning matters, reviews design criteria and standards on development proposals and considers appeals of administrative decisions. The Planning Commission also sits as the Norwalk Rehabilitation and Code Compliance Appeals Board.

Community Development personnel provide staff support for all activities of the Planning Commission and the Rehabilitation and Property Maintenance Appeals Board.

PLANNING COMMISSION
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2110	Conferences & Meetings: Annual planning conference registration and expenses for Commissioners	\$ 7,500
2112	Expense Allowance:	12,000
2170	Special Materials & Supplies:	250

PUBLIC SAFETY COMMISSION

ACTIVITIES AND OBJECTIVES

Description of Activities

The Public Safety Commission is a five member, Council appointed, advisory body which systematically addresses public safety issues in the City of Norwalk, including traffic safety, parking control, emergency preparedness, and the enforcement and enhancement of the Norwalk Municipal Code. The Commission reviews concerns brought before it and makes specific recommendations for improvement to the City Council. The Public Safety Commission serves as a resource through which citizens can voice their public safety issues and have these concerns addressed.

Objectives

- Conduct monthly Public Safety Commission meetings to address citizen safety concerns.
- Provide support and make recommendations to staff regarding various public safety issues that address quality of life issues affecting Norwalk and its citizens.

PUBLIC SAFETY COMMISSION
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2140	Office Supplies: General office supplies	\$ 500
2250	Training:	500

SENIOR COMMISSION

ACTIVITIES AND OBJECTIVES

Description of Activities

The Senior Commission is a five member advisory board appointed by City Council. The Commission's purpose is to promote communication and cooperation among all patrons of the senior center. Provide a forum which encourages the discussion and resolution of concerns related to senior programs offered through the City of Norwalk as well as issues and needs pertaining to older adults in the community.

Objectives

- Continue to serve as an Advisory Board to City Council on senior issues.
- Serve as a liaison between staff, City Council, and the senior community of Norwalk in matters of concern to the senior community.
- Assist in the recruitment of senior volunteers to support programs and services at the Norwalk Senior Center.
- Recommend to City Council nominee(s) for the Annual Norwalk Older American Volunteer Award (age 65 or older).

SENIOR COMMISSION
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2110	Conferences & Meetings: Aging network meetings	\$ 100
2111	Memberships: California Parks and Recreation Society	200
2230	Programs & Activities: Awards and recognition activities, related presentations, badges, etc.	500

SOCIAL SERVICES COMMISSION

ACTIVITIES AND OBJECTIVES

Description of Activities

The Social Services Commission is a ten member advisory board appointed by City Council to provide input on social service related issues and to assist with promotion of departmental activities and special events.

Objectives

- Offer support to the Social Services Department.
- Promote and sponsor the annual Angel Tree Project.
- Consider and make recommendations to City Council regarding applications for receipt of Community Development Block Grant funding for Social Service agencies.

SOCIAL SERVICES COMMISSION
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2230	Programs & Activities: Awards & Recognition Activities	\$ 200

ART IN PUBLIC PLACES COMMISSION

ACTIVITIES AND OBJECTIVES

Description of Activities

The Art in Public Places Program was designed to present the community with a wide variety of artwork styles and themes for public enjoyment. The Art in Public Places Committee is tasked with reviewing art projects to ensure that the projects comply with all City Council criteria. Review may consist of the design, weather resistance, theme balance, verification of value, anticipated public response, proper lighting, public accessibility, installation methods, proportion, composition, the artist's previous experience and training.

ART IN PUBLIC PLACES COMMISSION
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2230	Programs & Activities:	\$ 1,000
2260	Development & Promotion:	5,000

CITY COMMISSIONS

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-10-1123	2260	DEVELOPMENT AND PROMOTION	1,426	1,500	1,500	8,250
		COMMUNITY PROMOTION COMMISSION:	1,426	1,500	1,500	8,250
101-10-1128	2110	CONFERENCES & MEETINGS	1,801	7,500	-	7,500
101-10-1128	2112	EXPENSE ALLOWANCE	12,000	12,000	12,000	12,000
101-10-1128	2170	SPECIAL MAT'LS-SUPPLIES	156	250	200	250
		PLANNING COMMISSION:	13,957	19,750	12,200	19,750
101-10-1129	2140	OFFICE SUPPLIES	-	500	500	500
101-10-1129	2250	TRAINING EXPENSE	-	300	300	500
		PUBLIC SAFETY COMMISSION:	-	800	800	1,000
101-10-1130	2110	CONFERENCES & MEETINGS	-	100	-	100
101-10-1130	2111	MEMBERSHIPS	-	200	-	200
101-10-1130	2230	PROGRAMS & ACTIVITIES	-	500	400	500
		SENIOR COMMISSION:	-	800	400	800

CITY COMMISSIONS

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-10-1131	2230	PROGRAMS & ACTIVITIES	-	200	200	200
SOCIAL SERVICES COMMISSION:			-	200	200	200
GENERAL FUND - CITY COMMISSIONS TOTAL:			15,383	23,450	15,500	30,000
418-10-1132	2230	PROGRAMS & ACTIVITIES	-	1,000	1,000	1,000
418-10-1132	2069	CONTRACT SVC/PROJECTS	-	-	-	5,000
ART IN PUBLIC PLACES COMMISSION:			-	1,000	1,000	6,000
CITY COMMISSIONS TOTAL (ALL FUNDS):			15,383	24,450	16,500	36,000

ADMINISTRATION

ACTIVITIES AND OBJECTIVES

Description of Activities

Administration provides direct staff support to the City Manager who is responsible for making policy recommendations to the City Council and implementing City Council policy directives, including the Strategic Action Plan. Under the direction of the City Manager, the Administration Department oversees the general operation of all City Departments.

Administration directs the preparation of all City Council and Norwalk Successor Agency agendas; provides staff support for all City Council and Norwalk Successor Agency meetings; directs the preparation and submittal of an annual budget to the City Council and the Norwalk Successor Agency; and provides reports, analysis, and other information to the City Council and the Successor to the Norwalk Redevelopment Agency on an ongoing basis.

ADMINISTRATION
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2110	Conferences & Meetings: City Manager expenses related to conferences, seminars and meetings held within California	\$ 10,000
2111	Memberships: International City Management Association	2,250

CITY MANAGER'S OFFICE / ADMINISTRATION

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-10-1201	1020	REG SALARIES & WAGES	291,710	274,159	291,887	266,227
101-10-1201	1030	PART TIME WAGES	4,212	13,887	8,709	35,892
101-10-1201	1045	COMP TIME PAY	306	-	-	-
101-10-1201	1048	MEDICAL OPT-OUT-GEN. UNIT	2,920	4,800	-	-
101-10-1201	1049	BILINGUAL/CERTIFICATE PAY	655	650	509	-
101-10-1201	1052	AUTO ALLOWANCE	5,417	5,328	5,064	5,328
101-10-1201	1060	PAID SICK LEAVE	-	2,200	-	2,200
101-10-1201	1065	ACCRUED PAID VACATION	16,988	8,900	11,000	8,320
101-10-1201	1070	PAID SICK LEAVE AT TERMINATION	25,276	-	-	-
101-10-1201	1078	MANAGEMENT BENEFIT 401A	9,327	9,250	9,168	9,250
101-10-1201	1079	COMMISSIONERS' BENEFIT	1,200	1,800	1,097	1,800
101-10-1201	1080	MEDICARE	3,884	4,697	4,359	4,732
101-10-1201	1081	MGMT BENEFIT/MEDICAL	7,655	8,080	7,897	8,430
101-10-1201	1082	PERS - EMPLOYEES' PORTION	11,005	9,154	3,038	3,134
101-10-1201	1083	PERS - EMPLOYER PORTION	65,601	66,229	69,503	68,091
101-10-1201	1085	LIFE INSURANCE	660	951	618	1,032
101-10-1201	1088	LONG-TERM DISABILITY INSURANCE	3,914	2,706	3,700	2,689
101-10-1201	1090	MEDICAL INS - FT EMPLOYEES	14,461	10,920	17,786	10,800
101-10-1201	1091	DENTAL INS - FT EMPLOYEES	3,066	2,430	3,340	2,430
101-10-1201	1092	VISION INS - FT EMPLOYEES	503	408	527	408
101-10-1201	1093	MEDICAL INS - PT EMPLOYEES	264	-	370	-
101-10-1201	1094	DENTAL INS - PT EMPL	349	-	131	-
101-10-1201	1095	MEDICAL INS - RETIREES	78,255	81,100	79,834	82,400
101-10-1201	1097	WORKER'S COMPENSATION	3,324	4,872	4,872	3,400
101-10-1201	1100	ACA	35			
PERSONNEL EXPENDITURES:			550,987	512,521	523,408	516,564

CITY MANAGER'S OFFICE / ADMINISTRATION

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-10-1201	2110	CONFERENCES & MEETINGS	12,854	10,000	10,000	10,000
101-10-1201	2111	MEMBERSHIPS	46	2,250	3,075	2,250
101-10-1201	2130	OFFICE EQPT MTCE	228	300	300	310
101-10-1201	2140	OFFICE SUPPLIES	2,163	2,200	2,200	2,200
101-10-1201	2141	POSTAGE	1,094	1,300	1,300	1,300
101-10-1201	2190	TELEPHONE & FAX	4,312	5,000	4,300	4,400
101-10-1201	2220	VEHICLE MTCE & SUPPLIES	1,160	1,500	1,300	1,400
101-10-1201	2240	DUPLICATING SERVICE CHG	137	200	90	200
OPERATING EXPENDITURES:			21,994	22,750	22,565	22,060
GENERAL FUND - CITY MANAGER TOTAL:			572,981	535,271	545,973	538,624
745-10-1201	3860	C/O-OFFICE EQUIPMENT	3,756	-	857	-
EQUIPMENT REPLACEMENT FUND - CITY MANAGER TOTAL:			3,756	-	857	-
ALL FUNDS - CITY MANAGER TOTAL:			576,737	535,271	546,830	538,624

CITY ATTORNEY

ACTIVITIES AND OBJECTIVES

Description of Activities

The City Attorney reviews all ordinances, resolutions, and contracts for legal correctness and validity; acts as legal counsel for the City for any litigation in which the City may become involved; and provides legal advice to the City Council and the Norwalk Successor Agency in regards to current and future policies and actions. The City Attorney also provides legal assistance to the various City's Commissions, Committees and Boards.

CITY ATTORNEY
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2086	Contract Services - Non-Classified: City Attorney retainer	\$ 160,000
2086S	Contract Services - Special Services: Special study issues	210,000

CITY ATTORNEY

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-10-1202	1082	PERS-EMPLOYEES' PORTION	1,385	-	-	-
101-10-1202	1083	PERS-EMPLOYER'S PORTION	3,875	-	-	-
101-10-1202	2086	CONTRACT SVC/NON-CLASS	144,753	160,000	160,000	160,000
101-10-1202	2086S	CONTRA SVC/SPECIAL STUDY	202,031	255,000	210,000	210,000
GENERAL FUND - CITY ATTORNEY TOTAL:			352,044	415,000	370,000	370,000

MANAGEMENT SERVICES

ACTIVITIES AND OBJECTIVES

Description of Activities

Management Services is a division of the Administration Department responsible for a variety of support functions, including special projects as directed by the City Manager. The Division's ongoing responsibilities include: strategic planning related to the citywide water delivery system; integrated waste management, including compliance with CalRecycle's AB 939 - recycling requirements; development of strategies to address contaminated properties located within and adjacent to the City of Norwalk; monitoring of state and national legislative issues; and coordination of communications with Federal, State, and County agencies with facilities in Norwalk. Management Services also assists other City departments in the completion of special projects and provides staff support to the Arts in Public Places Committee and community boards, such as the Norwalk Restoration Advisory Board.

Objectives

- Continue to develop working relationships with offices of the City's state and federal representatives.
- Work with the Department of Defense and other related agencies who provide for the conveyance of the Defense Fuel Support Point (DFSP), Norwalk (Tank Farm) to the City of Norwalk.
- Remain involved in monitoring the ongoing remediation activities at DFSP, Norwalk, to ensure that restoration of the site proceeds in a responsible manner.
- Continue efforts to secure federal and state funding for water infrastructure improvement projects.
- Continue efforts to comply with AB 939, including monitoring progress of recycling collection programs and working with haulers to increase diversion.
- Provide special project assistance to the City Manager and Council as needed.
- Provide strategic planning and administrative responsibilities for the Norwalk Municipal Water System (NMWS)
- Continue regional involvement in water related organizations to monitor activities impacting municipal water systems.

Budget Program: Management Services, 1203

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Administrative Services Manager (a)	0.40	0.45	58,520	Public Safety Officer (c)	34	34	2	892
Sr. Management Analyst *	0.75	0.00	-					
Management Analyst (b)	0.76	0.75	46,084					
(a) 38% Water, 17% Environmental Services				(c) ewaste 1206				
(b) 25% Water								
* Transferred to Communications & Public Affairs (1204)								
TOTAL	1.91	1.20	104,604	TOTAL	34	34	2	892

MANAGEMENT SERVICES

ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2080	Contract Services - Non-Classified: Implementation of recycling programs funded by grants from the Cal Recycle, Solid Waste Consulting Services & Other Contracts. <i>Solid Waste Consulting Services</i> <i>Council Governance and Organizational Development</i> <i>Grant Writing Service</i>	\$ 90,000 30,000 10,000 50,000
2110	Conferences & Meetings: Municipal Management Association of Southern California Annual Conference and Winter Forum, League of California Cities Conferences, and various legislative meetings	3,500
2111	Memberships: City membership in State and Regional Organizations <i>League of California Cities - State Division</i> <i>League of California Cities - Los Angeles County Division</i> <i>California Contract Cities Association</i> <i>Southern California Association of Governments</i> <i>Staff memberships in the Municipal Management Association of Southern California and other Organizations</i> <i>SELACO WIB (Workforce Investment Board)</i> <i>I-5 Membership (\$35,000 / \$7,000 is funded under Prop C and \$28,000 from general fund)</i> <i>COG (Gateway Cities Council of Governments) - (\$29,000 / \$14,500 funded under Prop C and \$14,500 general fund)</i>	87,850 27,000 1,500 5,500 10,600 250 500 28,000 14,500

MANAGEMENT SERVICES

ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2162	Special Fee - Sacramento: State advocacy services	29,500
2168	Special Fee - Misc. Lobby: Federal advocacy services	50,500
2230	Programs & Activities - AB Public education for recycling and waste management	1,500
2250	Training: Staff training, grant workshops and attendance to Municipal Management Association of Southern California sessions	1,200
2080	Contract Services - Recycling Activities:	56,000
1206-2080	<i>E-Waste</i> <i>E-waste/shredathon events</i>	1,000
1208-2080	<i>C&D Recycling Forfeiture Funds</i> <i>Curbside pick up of e-waste and paint</i>	17,000
1209-2080	<i>Beverage Container Grant</i> <i>Beverage Container Grant - Program outreach</i>	9,000
1210-2080	<i>Used Oil Grant</i> <i>Used Oil Block Grant/Payment Program - Door to Door Program / Used Oil Artwork Contest / Program outreach</i>	29,000
227-2111	Memberships:	21,500
	<i>I-5 Membership (\$35,000 / \$7,000 is funded under Prop C and \$28,000 from general fund.</i>	7,000
	<i>COG (Gateway Cities Council of Governments) - (\$29,000 / \$14,500 funded under Prop C and \$14,500 general fund)</i>	14,500
227-2150	Rental/Lease Expense: Transportation center yard - rental expense	12,000

MANAGEMENT SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-10-1203	1020	REG SALARIES & WAGES	102,357	136,319	131,593	104,604
101-10-1203	1045	COMP TIME PAY	-	-	200	-
101-10-1203	1049	BI-LINGUAL/CERTIFICAT PAY	872	975	658	488
101-10-1203	1060	PAID SICK LEAVE	-	-	1,624	2,120
101-10-1203	1065	ACCRUED PAID VACATION	3,879	4,800	7,358	7,500
101-10-1203	1078	MANAGEMENT BENEFIT 401A	1,009	977	1,213	1,171
101-10-1203	1080	MEDICARE	1,559	2,175	1,932	1,675
101-10-1203	1081	MGMT BENEFIT/MEDICAL	721	1,007	485	286
101-10-1203	1082	PERS - EMPLOYEES' PORTION	5,535	3,197	2,234	-
101-10-1203	1083	PERS - EMPLOYER PORTION	23,163	31,374	31,446	26,755
101-10-1203	1085	LIFE INSURANCE	377	393	402	237
101-10-1203	1088	LONG-TERM DISABILITY INSURANCE	1,029	1,279	1,217	1,056
101-10-1203	1090	MEDICAL INS - FT EMPLOYEES	12,111	11,601	16,356	17,781
101-10-1203	1091	DENTAL INS - FT EMPLOYEES	1,326	1,607	1,938	1,677
101-10-1203	1092	VISION INS - FT EMPLOYEES	265	253	312	270
101-10-1203	1097	WORKER'S COMPENSATION	-	1,696	1,696	1,336
PERSONNEL EXPENDITURES:			154,203	197,653	200,665	166,955

MANAGEMENT SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-10-1203	2071	CONTRACT SVC/WFB BUILDING	5,543	5,600	5,600	5,600
101-10-1203	2080	CONTRACT SVC/NON-CLASS	164,835	191,000	181,000	90,000
101-10-1203	2086	LEGAL SERVICES	3,473	2,000	2,000	2,000
101-10-1203	2110	CONFERENCES & MEETINGS	2,543	3,000	3,400	3,500
101-10-1203	2111	MEMBERSHIPS	87,611	87,500	87,500	87,850
101-10-1203	2140	OFFICE SUPPLIES	1,285	1,500	1,500	1,800
101-10-1203	2141	POSTAGE	817	1,000	1,000	1,000
101-10-1203	2162	SPEC FEE-LOBBY SACRAMENTO	29,220	29,500	29,500	29,500
101-10-1203	2168	SPEC FEES-LOBBYIST MISC.	48,000	50,500	50,500	50,500
101-10-1203	2170	SPECIAL MAT'LS-SUPPLIES	482	1,000	1,000	1,000
101-10-1203	2190	TELEPHONE & FAX	408	408	500	510
101-10-1203	2230	PROGRAMS & ACTIVITIES	1,220	1,500	1,500	1,500
101-10-1203	2238	PROG & ACT/COG	-	-	14,500	-
101-10-1203	2240	DUPLICATING SERVICE CHG	985	1,000	1,000	800
101-10-1203	2250	TRAINING EXPENSE	195	1,500	1,500	1,200
OPERATING EXPENDITURES:			346,617	377,008	382,000	276,760
101-10-1203	3860	C/O-OFFICE EQUIPMENT	-	2,000	2,000	-
CAPITAL OUTLAY EXPENDITURES:			-	2,000	2,000	-
MANAGEMENT SERVICES TOTAL:			500,820	576,661	584,665	443,715

MANAGEMENT SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-10-1206	1030	PART TIME WAGES	390	883	883	892
101-10-1206	1080	MEDICARE	6	13	13	13
101-10-1206	2170	SPECIAL MAT'LS-SUPPLIES	2,764	4,500	1,500	1,195
101-10-1206	2230	PROGRAMS & ACTIVITIES	78	3,000	200	200
101-10-1206	2080	CONTRACT SVC/NON-CLASS	-	6,000	2,000	1,000
E-WASTE TOTAL			3,238	14,396	4,596	3,300
101-10-1208	1xxx	SALARIES & BENEFITS	-	-	152	-
101-10-1208	2230	PROGRAMS & ACTIVITIES	-	-	-	1,000
101-10-1208	2080	CONTRACT SVC/NON-CLASS	-	-	500	17,000
RECYCLING ACTIVITES TOTAL			-	-	651	18,000
101-10-1209	2170	SPECIAL MAT'LS-SUPPLIES	-	-	-	7,000
101-10-1209	2230	PROGRAMS & ACTIVITIES	-	-	-	11,000
101-10-1209	2080	CONTRACT SVC/NON-CLASS	-	-	-	9,000
BEVERAGE CONTAINER GRANT TOTAL			-	-	-	27,000

MANAGEMENT SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-10-1210	2080	CONTRACT SVC/NON-CLASS	-	-	-	29,000
		USED OIL GRANT TOTAL	-	-	-	29,000
		GENERAL FUND - MANAGEMENT SERVICES TOTAL:	504,058	591,057	589,912	521,015
213-10-1203	2111	MEMBERSHIP I-5/AQMD	-	7,000	-	-
		AQMD FUND MANAGEMENT SERVICES TOTAL:	-	7,000	-	-
227-10-1203	2111	MEMBERSHIPS	14,500	14,500	21,500	21,500
227-10-1203	2150	RENTAL EXPENSE	-	-	-	12,000
227-10-1203	2237	PROG & ACT/COG SPECIAL STUDY	20,000	20,000	20,000	20,000
		PROP C FUND MANAGEMENT SERVICES TOTAL:	34,500	34,500	41,500	53,500

MANAGEMENT SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
745-10-1203	3860	C/O-OFFICE EQUIPMENT	493	-	-	
		EQUIPMENT REPLACEMENT FUND - MANAGEMENT SERVICES TOTAL:	493	-	-	-
		MANAGEMENT SERVICES TOTAL (ALL FUNDS):	552,406	632,557	637,112	574,515

COMMUNICATIONS AND PUBLIC AFFAIRS

ACTIVITIES AND OBJECTIVES

Description of Activities

Communications and Public Affairs is the mechanism utilized by the City of Norwalk to distribute important information and materials to the public. The Communications and Public Affairs staff is responsible for operating the Community Information Center and ensuring that it remains the City's central information source. It oversees website development, social media and Cable TV operations, including the City's "Now You Know" video series for the Norwalk Television YouTube channel. Staff publicizes City events, programs, activities and services, develops press releases and a variety of print and electronic materials, and manages the electronic marquee located at the City Hall lawn. The Communications and Public Affairs prepares proclamations and special awards for individuals and community groups, and coordinates a variety of special information materials for the City, including the *Norwalk Now* monthly newsletter. Staff works closely with the Community Promotion Commission to put together programs such as the Home and Business Beautification Program. The Communications and Public Affairs Division cultivates positive relationships with residents, businesses, organizations, and visitors to increase community engagement and participation. In addition, staff assists in preparing position statements, white papers, annual reports, and other official communications and establishes and executes City's overall marketing and branding strategy.

Objectives

- Consistently distribute timely and relevant information to the public promoting health, welfare, safety, and meaningful opportunities that enrich the quality of life for Norwalk residents.
- Enact aggressive media relations program to include weekly media alerts, story pitches, Op-eds, newswire submissions, and calendar listings.
- Assess and refresh City's overall visual identity and branding materials including logo, motto, graphics, signage, and collateral.
- Promote the positive image of Norwalk utilizing a variety of tactics including citizen engagement, print and electronic materials, website, social media, special events and media relations.
- Refresh the City's newsletter, the *Norwalk Now*, and include special *Norwalk Now* inserts as needed.
- Plan and promote special events that excite, engage, and involve greater participation among residents.
- Revamp cable TV operations to better serve the public and update the City of Norwalk YouTube channel.
- Provide helpful resources to residents of Norwalk relating to information on civic and community affairs.
- Develop plan for comprehensive internal communications.

Budget Program:

Communications & Public Affairs, 1204

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Communications & Public Affairs Manager (a)	0.95	0.90	90,444	Recreation Leader II	500	500	1	7,464
Sr. Management Analyst (a)	0.00	0.90	68,976	Community Info Assistant	-	2,080	2	37,026
Public Information Specialist	0.60	0.00	-					
Creative Coordinator (b)	0.00	0.60	44,769					
Office Assistant III	0.00	1.00	55,872					
Office Assistant II	1.00	0.00	-					
(a) 5% Water, 5% Sewer								
(b) 40% Recreation								
TOTAL	2.55	3.40	260,061	TOTAL	500	2,580	3	44,490

COMMUNICATIONS & PUBLIC AFFAIRS

ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2050	Publications Subscriptions	\$ 1,000
2080	Contract Services - Non-Classified: Contract services for public affairs events and programming	21,000
	<i>Maintenance of electronic reader board</i>	2,500
	<i>Photographer</i>	3,000
	<i>Website hosting services</i>	12,500
	<i>Translation services</i>	3,000
2110	Conferences & Meetings: Conferences & Meetings attended by staff	3,500
2170	Special Materials & Supplies: Photo supplies, commendations, framing, trophies, plaques, and materials for special events	12,000
2230	Programs & Activities: Annual Veteran's and Memorial Day events, miscellaneous special events; promotional and informational materials; miscellaneous public relations activities; 2020 Vision	36,500
	<i>Veteran's Day (and Resource Fair) -equipment rentals, food, &</i>	6,000
	<i>Memorial Day - equipment rentals, linens, food, & canopy</i>	3,000
	<i>Appreciation luncheon - equip rentals, linens, & canopy</i>	2,000
	<i>State of the City luncheon (a/v rentals, stage décor)</i>	10,000
	<i>Misc. community events: receptions, hosting special meetings, events with local partner agencies, community event sponsorships, Public relations activities, and promotional materials</i>	8,000
	<i>2020 Vision</i>	5,000
		2,500

COMMUNICATIONS & PUBLIC AFFAIRS
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2250	Training: Updating staff on graphic arts, video format, and Media Relations, social media etc.	3,500
2262	Community Newsletter: Printing cost for the Norwalk Now newsletter - monthly edition to include a Business Report Section	120,000
2265	Community Relations: Media advertising for City events and programs	5,000
2267	Development & Promotion: Chamber of Commerce support	41,500

COMMUNICATIONS AND PUBLIC AFFAIRS

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-10-1204	1020	REG SALARIES & WAGES	153,261	201,681	162,784	260,061
101-10-1204	1030	PART TIME WAGES	1,781	7,463	7,191	44,490
101-10-1204	1040	OVERTIME SALARY & WAGES	374	1,200	1,096	1,100
101-10-1204	1045	COMP TIME PAY	-	-	862	-
101-10-1204	1048	MEDICAL OPT-OUT-GEN. UNIT	2,928	-	2,807	2,880
101-10-1204	1049	BILINGUAL/CERTIFICATE PAY	766	650	948	1,820
101-10-1204	1060	PAID SICK LEAVE	1,208	1,600	1,600	2,210
101-10-1204	1065	ACCRUED PAID VACATION	4,945	1,600	12,026	12,260
101-10-1204	1078	MANAGEMENT BENEFIT 401A	-	2,284	573	1,809
101-10-1204	1080	MEDICARE	2,334	3,627	2,584	4,851
101-10-1204	1081	MGMT BENEFIT/MEDICAL	-	14,461	860	7,906
101-10-1204	1082	PERS - EMPLOYEES' PORTION	9,081	4,999	5,413	7,986
101-10-1204	1083	PERS - EMPLOYER PORTION	34,563	50,655	38,931	69,215
101-10-1204	1085	LIFE INSURANCE	561	912	575	1,179
101-10-1204	1088	LONG-TERM DISABILITY INSURANCE	1,533	2,384	1,564	3,076
101-10-1204	1090	MEDICAL INS - FT EMPLOYEES	15,347	16,824	16,188	28,241
101-10-1204	1091	DENTAL INS - FT EMPLOYEES	1,389	3,722	1,372	4,071
101-10-1204	1092	VISION INS - FT EMPLOYEES	262	571	328	598
101-10-1204	1093	MEDICAL INS - PT EMPLOYEES	191	-	269	-
101-10-1204	1094	DENTAL INS - PT EMPL	-	-	5	-
101-10-1204	1095	MEDICAL INS - RETIREES	16,967	17,500	18,872	21,900
101-10-1204	1096	UNEMPLOYMENT INSURANCE	3,095	-	-	-
101-10-1204	1097	WORKER'S COMPENSATION	2,148	3,244	3,244	3,322
101-10-1204	1100	ACA AFFORDABILITY STIPEND	10	-	8	-
PERSONNEL EXPENDITURES:			252,744	335,377	280,099	478,974

COMMUNICATIONS AND PUBLIC AFFAIRS

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-10-1204	2050	PUBLICATIONS	644	800	863	1,000
101-10-1204	2080	CONTRACT SVC/NON-CLASS	134,404	118,500	81,500	21,000
101-10-1204	2081	CONTRACT SVC/SPECIAL STUDIES	1,179	-	1,000	1,000
101-10-1204	2100	UTILITIES	534	600	530	600
101-10-1204	2110	CONFERENCES & MEETINGS	2,246	2,500	3,100	3,500
101-10-1204	2111	MEMBERSHIPS	549	800	800	800
101-10-1204	2130	OFFICE EQPT MTCE	358	200	698	710
101-10-1204	2140	OFFICE SUPPLIES	3,041	3,500	3,500	3,500
101-10-1204	2141	POSTAGE	681	400	400	400
101-10-1204	2170	SPECIAL MAT'LS-SUPPLIES	7,188	12,000	14,000	12,000
101-10-1204	2190	TELEPHONE & FAX	1,351	1,836	1,400	1,400
101-10-1204	2230	PROGRAMS & ACTIVITIES	30,629	34,500	38,500	36,500
101-10-1204	2240	DUPLICATING SERVICE CHARGE	-	200	180	270
101-10-1204	2250	TRAINING	-	1,500	1,500	3,500
101-10-1204	2262	COMMUNITY NEWSLETTER	112,945	120,000	119,000	120,000
101-10-1204	2265	PUBLIC RELATIONS EXPENSE	998	8,000	3,500	5,000
101-10-1204	2267	DEV'T & PROM / BUS PROMOTION	41,500	41,500	41,500	41,500
OPERATING EXPENDITURES:			338,247	346,836	311,971	252,680
GENERAL FUND - COMMUNITY INFORMATION TOTAL:			590,991	682,213	592,070	731,654

COMMUNICATIONS AND PUBLIC AFFAIRS

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
745-10-1204	3860	C/O-OFFICE EQUIPMENT	1,535	-	779	-
		EQUIPMENT REPLACEMENT FUND - COMMUNITY INFORMATION TOTAL:	1,535	-	779	-
		COMMUNITY INFORMATION TOTAL (ALL FUNDS):	592,526	682,213	592,849	731,654

CABLE TELEVISION PRODUCTION

ACTIVITIES AND OBJECTIVES

Description of Activities

Cable Television Production, which is overseen by the Administration Department - Communications and Public Affairs Division, provides informational and promotional programming to the public through digital cable coverage of City Council and Planning Commission meetings, regular bulletins, the City's "Now You Know" ongoing video series, and other featured programming. These productions air on the City's website, and through local government access channels, Channel 03 for Charter Communications and Channel 32 for Verizon FiOs customers. Cable television staff also coordinates and schedules programming for the public access channel, Charter Channel 32/Verizon FiOs Channel 22.

Objectives

- Utilize City media resources for better communications and customer service
- Post videos of City events on cable television channel, including Council and Planning Commission meetings and special programs.
- Post Council meetings to City website, searchable by topic or agenda item.
- Explore opportunities to expand City cable channel to multiple service providers.

Budget Program:

Cable TV, 1207

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Production Supervisor	1.00	1.00	62,304	Production Specialist	1,950	1,950	1	51,582
				Production Assistant	2,912	2,912	4	49,298
TOTAL	1.00	1.00	62,304	TOTAL	4,862	4,862	5	100,880

CABLE TELEVISION PRODUCTION

ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2080	Contract Services - Non-Classified: Technical Maintenance/Repair Services	\$ 2,500
2170	Special Materials & Supplies: Cables, Bulbs, Studio Maintenance Supplies, etc.	3,500
2175	Reproduction Supplies: For production and duplication	2,000
3860	Capital Outlay - Office Equipment:	36,000
	<i>Video monitor and accessories</i>	2,500
	<i>Portable interview light</i>	1,500
	<i>Upgrades to video camera equipment</i>	4,500
	<i>Replacement and rewiring audio/video system (Council Chambers)</i>	27,500

CABLE TV

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-10-1207	1020	SALARIES & WAGES	60,953	62,305	62,296	62,304
101-10-1207	1030	PART TIME WAGES	74,970	100,839	83,131	100,880
101-10-1207	1049	BI-LINGUAL/CERTIFICATION	655	650	650	650
101-10-1207	1060	PAID SICK LEAVE	2,792	2,600	2,876	2,880
101-10-1207	1065	ACCRUED PAID VACATION	4,653	1,600	1,600	4,960
101-10-1207	1080	MEDICARE	1,993	2,462	2,069	2,489
101-10-1207	1082	PERS - EMPLOYEE'S PORTION	3,600	2,493	2,496	2,493
101-10-1207	1083	PERS - EMPLOYER PORTION	13,677	14,815	14,812	15,935
101-10-1207	1085	LIFE INSURANCE	226	232	219	242
101-10-1207	1088	LONG-TERM DISABILITY INSURANCE	615	605	596	629
101-10-1207	1090	MEDICAL INS - FT EMPLOYEES	10,105	10,920	10,497	10,800
101-10-1207	1091	DENTAL INS - FT EMPLOYEES	1,419	1,397	1,362	1,397
101-10-1207	1092	VISION INS - FT EMPLOYEES	152	147	151	147
101-10-1207	1094	DENTAL INS - PT EMPLOYEES	1,420	1,430	1,362	1,330
101-10-1207	1097	WORKER'S COMPENSATION	684	996	996	341
PERSONNEL EXPENDITURES:			177,914	203,491	185,113	207,477

CABLE TV

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-10-1207	2080	CONTRACT SVC/NON-CLASS	-	1,000	1,000	2,500
101-10-1207	2100	UTILITIES	534	600	530	600
101-10-1207	2140	OFFICE SUPPLIES	-	100	100	250
101-10-1207	2170	SPECIAL MAT'LS-SUPPLIES	3,310	3,000	3,000	3,500
101-10-1207	2175	REPRODUCTION SUPPLIES	2,057	2,000	2,000	2,000
OPERATING EXPENDITURES:			5,901	6,700	6,630	8,850
101-10-1207	3860	C/O-OFFICE EQUIPMENT	-	118,810	118,810	36,000
CAPITAL OUTLAY EXPENDITURES:			-	118,810	118,810	36,000
GENERAL FUND - CABLE TV TOTAL:			183,815	329,001	310,553	252,327
745-10-1207	3860	C/O-OFFICE EQUIPMENT	654	-	1,766	-
EQUIPMENT REPLACEMENT FUND - CABLE TV TOTAL:			654	-	1,766	-
CABLE TV TOTAL (ALL FUNDS):			184,469	329,001	312,319	252,327

CITY CLERK

ACTIVITIES AND OBJECTIVES

Description of Activities

The City Clerk is the local official who administers democratic processes, such as elections, access to city records and all legislative actions, ensuring transparency to the public. The City Clerk acts as a compliance officer for federal, state, and local statutes, including the Political Reform Act, the Brown Act, and the Public Records Act. The City Clerk's Department functions as a liaison to all other City Departments to facilitate City Council direction.

The Department is responsible for preparation of agendas and minutes for meetings of the City Council, Successor Agency to the Norwalk Redevelopment Agency, Oversight Board for the Successor Agency to the Norwalk Redevelopment Agency, Housing Authority, and Norwalk Community Facilities Financing Authority; and ensures completion of actions directed. The Department manages requests for public record information, certifies and distributes ordinances, resolutions, and other documents as appropriate and/or legally required, and manages contract execution and compliance with insurance requirements. The City's records management program is the responsibility of the City Clerk's Department including maintenance of central and legal files on- and off-site, and operation of the optical imaging/document management system. The Department publishes, mails, and posts legal notices, manages claims and lawsuits, and is responsible for the maintenance and distribution of the Norwalk Municipal Code. Pursuant to the Political Reform Act, the City Clerk serves as filing officer/official for Campaign Expenditure Statements filed by candidates in municipal elections and Statements of Economic Interests filed by public officials and designated employees. The City Clerk is responsible for the conduct of all municipal elections, and provides assistance to the Los Angeles County Registrar-Recorder with voter registration. The Department maintains rosters, agendas, minutes, attendance records, applications and oaths for the City's Advisory Bodies. Other City Clerk Department functions include management of the City's IT division, management of the City's Arts in Public Places Program, execution of other vital documents, coordination of citywide duplication and mail services, and operation of the main City Hall switchboard.

Objectives

- Monitor legislation beneficial to the City and work with the California City Clerk's Association when necessary on such legislation.
- Review and update of records management schedule by department. Continue implementation of citywide records management program including procedures and forms for off-site storage and scheduled destruction. Plan and implement citywide "document destruction day(s)".
- Maintain the Norwalk Municipal Code with regular updates to the codifier and supplements.
- Administer the 2019 General Municipal Election.
- Provide information to City Council, City departments and the public efficiently and courteously.

CITY CLERK
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2055	Legal Advertising: Public Notices as required by law	\$ 7,000
2080	Contract Services - Non-Classified:	46,000
	<i>Legislative history software support</i>	1,950
	<i>Off-site storage of City-Wide records</i>	6,000
	<i>Document destruction</i>	800
	<i>Support for OnBase Document imaging system</i>	27,000
	<i>Maintenance of retention schedule</i>	250
	<i>Agenda display software</i>	10,000
2110	Conferences & Meetings: California City Clerk Association annual conference or International Institute of Municipal Clerk annual conference, JPIA annual conference, and Southern California City Clerk Association bi-monthly meetings	1,600
2235	Municipal Code Developments & Update: Maintain the Norwalk Municipal Code on-line and print annual update	2,500
2241	Duplication & Mail Room Supplies: Supplies for: City - wide copy service, binding, folding, laminating, and postage	4,600
745-3860	Capital Outlay - Computer Replacement Fund: Scanners (2)	3,000

CITY CLERK

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-10-1301	1020	SALARIES & WAGES	403,411	435,531	434,014	434,076
101-10-1301	1030	PART TIME WAGES	21,683	41,845	10,983	41,860
101-10-1301	1049	BILINGUAL/CERTIFICAT PAY	1,830	1,300	2,234	1,950
101-10-1301	1060	PAID SICK LEAVE	7,316	7,500	8,132	7,270
101-10-1301	1065	ACCRUED PAID VACATION	10,452	9,000	14,665	14,960
101-10-1301	1074	EMPLOYEE'S AWARD	-	-	500	-
101-10-1301	1078	MANAGEMENT BENEFIT 401A	4,802	4,675	4,980	4,981
101-10-1301	1080	MEDICARE	6,245	7,910	6,359	7,412
101-10-1301	1081	MGMT BENEFIT/MEDICAL	8,276	8,735	8,523	9,113
101-10-1301	1082	PERS - EMPLOYEES' PORTION	20,098	9,890	9,791	9,704
101-10-1301	1083	PERS - EMPLOYER PORTION	90,879	103,559	103,659	111,023
101-10-1301	1085	LIFE INSURANCE	1,288	1,613	1,237	1,436
101-10-1301	1088	LONG-TERM DISABILITY INSURANCE	4,335	4,202	4,600	4,386
101-10-1301	1090	MEDICAL INS - FT EMPLOYEES	40,983	45,688	46,388	48,948
101-10-1301	1091	DENTAL INS - FT EMPLOYEES	7,733	8,102	7,897	8,102
101-10-1301	1092	VISION INS - FT EMPLOYEES	999	1,018	1,047	1,018
101-10-1301	1093	MEDICAL INS - PT EMPLOYEES	69	2,820	-	2,760
101-10-1301	1094	DENTAL INS - PT EMPLOYEES	35	1,430	-	1,400
101-10-1301	1095	MEDICAL INS - RETIREES	41,961	43,400	40,598	40,800
101-10-1301	1097	WORKER'S COMPENSATION	-	7,001	7,001	5,544
PERSONNEL EXPENDITURES:			672,395	745,219	712,608	756,743

CITY CLERK

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-10-1301	2050	PUBLICATIONS	191	750	600	600
101-10-1301	2055	LEGAL ADVERTISING	1,948	7,500	7,000	7,000
101-10-1301	2080	CONTRACT SVC/NON-CLASS	25,954	44,750	44,750	46,000
101-10-1301	2110	CONFERENCES & MEETINGS	1,935	2,900	2,900	1,600
101-10-1301	2111	MEMBERSHIPS	290	700	700	600
101-10-1301	2130	OFFICE EQPT MTCE	4,082	4,100	5,907	7,000
101-10-1301	2140	OFFICE SUPPLIES	2,132	2,400	2,441	2,600
101-10-1301	2141	POSTAGE	1,034	1,500	1,000	1,000
101-10-1301	2142	POSTAGE FEE - CITY WIDE	2,909	3,500	3,000	3,000
101-10-1301	2151	EQUIPMENT LEASE	9,633	12,500	11,148	9,000
101-10-1301	2190	TELEPHONE & FAX	4,708	3,876	4,800	4,900
101-10-1301	2220	VEHICLE MTCE & SUPPLIES	2,616	1,500	1,600	2,000
101-10-1301	2235	MUNICIPAL CODE MAINTENANCE	3,358	4,500	4,500	2,500
101-10-1301	2240	DUPLICATING SERVICE CHARGE	4,115	4,000	3,620	3,700
101-10-1301	2241	DUPLICATION & MAIL ROOM SUPPLIES	6,049	4,600	4,600	4,600
101-10-1301	2250	TRAINING EXPENSE	-	1,700	-	-
OPERATING EXPENDITURES:			70,954	100,776	98,566	96,100

CITY CLERK

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-10-1301	3860	C/O-OFFICE EQUIPMENT	726	-	-	-
101-10-1301	3870	C/O-FURNITURE & FIXTURE	1,845	-	-	-
101-10-1301	3999	INTER-DEPT TXFR/DUPLICATION SVC	(50,640)	(61,000)	(61,000)	(60,000)
CAPITAL OUTLAY EXPENDITURES:			(48,069)	(61,000)	(61,000)	(60,000)
GENERAL FUND - CITY CLERK TOTAL:			695,280	784,995	750,173	792,843
745-10-1301	3860	C/O-OFFICE EQUIPMENT	1,700	-	2,200	3,000
EQUIPMENT REPLACEMENT FUND - CITY CLERK TOTAL:			1,700	-	2,200	3,000
CITY CLERK TOTAL (ALL FUNDS):			696,980	784,995	752,373	795,843

CITY CLERK - ELECTION
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2080	Contract Services: Election operation	20,000

ELECTIONS

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-10-1302	1040	OVERTIME SALARY & WAGES	-	1,000	1,000	-
101-10-1302	1073	ELECTION EXPENSE PAY	-	1,000	1,000	-
101-10-1302	1080	MEDICARE	-	29	29	-
101-10-1302	1030	PART TIME WAGES				
		PERSONNEL EXPENDITURES:	-	2,029	2,029	-
101-10-1302	2055	LEGAL ADVERTISING	-	3,000	3,000	-
101-10-1302	2079	CONTRACT SVC / TRANSLATION	-	2,000	2,000	-
101-10-1302	2080	CONTRACT SVC/NON-CLASS	-	105,000	105,000	20,000
101-10-1302	2140	OFFICE SUPPLIES	18	800	800	-
101-10-1302	2141	POSTAGE	-	20,000	20,000	-
101-10-1302	2240	DUPLICATING SERVICE CHG	-	300	-	2,000
101-10-1302	2410	ELECTION EXPENSE	-	7,000	7,000	-
		OPERATING EXPENDITURES:	18	138,100	137,800	22,000
		GENERAL FUND - CITY CLERK / ELECTION TOTAL:	18	140,129	139,829	22,000

MANAGEMENT INFORMATION SYSTEMS

ACTIVITIES AND OBJECTIVES

Description of Activities

The City's MIS Team is responsible for managing the City's computer network which consists of approximately 314 individual workstations connected through a complex network of servers and telecommunications systems; tablets; desktop computers; telephones.

Objectives

- Begin reconfiguration of City's network to provide an environment for optimal productivity.
- Replace city-wide computers, printers, monitors.
- Implement web based business applications, as requested by departments.
- Continue support and expansion of GIS System.
- Support tablets for employees staff.
- Manage & expand wifi network as necessary.
- Evaluation of bandwidth & upgrade if necessary.

Budget Program:

MIS, 1205

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
				Information Systems Specialist	2,000	2,000	1	75,308
TOTAL	-	-	-	TOTAL	2,000	2,000	1	75,308

**MANAGEMENT INFORMATION SYSTEMS - NETWORK CONTRACT
SERVICES
ACTIVITY DETAIL**

Account Number	Description	FY 17-18 COST
2080	Contract Services:	\$ 243,000
	<i>Computer System Contract Support</i>	226,000
	<i>Data Storage</i>	4,000
	<i>GIS Maintenance</i>	3,500
	<i>Wifi installation</i>	3,750
	<i>Citywide Cabling needs</i>	5,750
2089	Computer System Maintenance & Support:	69,834
	<i>Software licensing</i>	20,000
	<i>Server licenses</i>	6,200
	<i>Windows 10 Pro licenses</i>	4,000
	<i>Microsoft system center</i>	22,000
	<i>NTS/Pub Svs software upgrades Total cost \$27,800 -</i>	4,634
	<i>Transit \$13,900, Water \$4,633 Sewer \$4,633</i>	
	<i>Social Services upgrades</i>	6,500
	<i>NASC upgrades</i>	6,500
2192	Internet, ISDN, DSL Service:	149,000
	<i>IDE Bandwidth, circuit, router (citywide)</i>	136,000
	<i>Fios & DSL</i>	4,500
	<i>Tablet expense (Council, Public Safety, Public Services, Community Development)</i>	8,500

**MANAGEMENT INFORMATION SYSTEMS - NETWORK CONTRACT
SERVICES
ACTIVITY DETAIL**

Account Number	Description	FY 17-18 COST
745-3860	Computer & Technology Replacement Fund: <i>Switches</i> <i>Backup battery for server - UPS (NTS/Pub Svs)</i> <i>Audio-visual equipment for room 4 (carryover from prior FY)</i> <i>Replacement of 34 computers for FY 18</i> <i>Replacement of 21 monitors for FY 18</i> <i>Replacement of 25 printers FY 18</i>	95,166 <i>43,100</i> <i>1,166</i> <i>15,900</i> <i>30,000</i> <i>2,500</i> <i>2,500</i>

M.I.S. - NETWORK CONTRACT SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-10-1205	1030	PART TIME WAGES	74,378	75,293	72,618	75,308
101-10-1205	1080	MEDICARE	1,079	1,092	1,058	1,077
PERSONNEL EXPENDITURES:			75,456	76,385	73,676	76,385
101-10-1205	2080	CONTRACT SVC/NON-CLASS	206,720	237,000	237,000	243,000
101-10-1205	2089	COMP SYST MAINT & SUPPORT	171,184	57,225	57,000	69,834
101-10-1205	2132	COMPUTER SUPPLIES	3,928	7,600	7,600	8,000
101-10-1205	2140	OFFICE SUPPLIES	519	500	500	500
101-10-1205	2190	TELEPHONE & FAX	234	300	200	200
101-10-1205	2192	INTERNET, ISDN DSL SERVICE	82,538	119,620	99,793	149,000
OPERATING EXPENDITURES:			465,124	422,245	402,093	470,534

M.I.S. - NETWORK CONTRACT SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-10-1205	3860	C/O-OFFICE EQUIPMENT	200,262	48,000	48,000	-
		CAPITAL OUTLAY EXPENDITURES:	200,262	48,000	48,000	-
		GENERAL FUND - MIS TOTAL:	740,842	546,630	523,769	546,919
745-10-1205	3860	OFFICE EQUIP/ REPLACE COMPUTERS	5,117	87,000	69,452	95,166
		COMPUTER REPLACEMNT FUND SUBTOTAL:	5,117	87,000	69,452	95,166
		MIS NETWORK CONTRACT SERVICES TOTAL (ALL FUNDS):	745,959	633,630	593,221	642,085

HUMAN RESOURCES

ACTIVITIES AND OBJECTIVES

Description of Activities

To administer the City's Human Resources program by developing and maintaining sound practices and procedures; providing advice and assistance to other line departments relative to personnel matters; maintaining the City's classification and compensation plan; conducting recruitment and selection activities; providing new employee orientation and job-related training; conducting labor relations activities including employee discipline matters, employer/employee negotiations, and administering the provisions of the collective bargaining agreement; administering employee benefits programs; administering the employee performance evaluation system; maintaining employee records; administering the City's risk management program by providing general liability and workers' compensation claims management and risk identification; administering the employee's awards program; coordinating disability legislation compliance; and coordinating the city-wide safety program.

Objectives

- Assess and implement necessary changes to the City's risk management program and related functions.
- Negotiate fair and fiscally responsible successor labor agreements with City bargaining units.
- Effectively administer the provisions of the agreed upon labor agreements between the City and its bargaining units.
- Provide high-quality citywide training programs and develop specific curriculum for first-line supervisors.
- Continue improvements to operations and increase efficiency through the implementation of better business practices.
- Seek innovative and/or new technology uses to improve Department processes or procedures.
- Continue to reduce frequency and severity of on-the-job injuries, work-hours lost, and exposure to financial loss by identifying risks, closely monitoring workers' compensation claims, and expanding the city-wide safety program.

HUMAN RESOURCES

ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2080	Contract Services - Non-Classified:	\$ 84,700
	<i>Employment and Labor Attorney Services</i>	30,000
	<i>Employee Assistance Program</i>	18,000
	<i>Recruitment Testing Services</i>	3,000
	<i>Reasonable Accommodation Assessments</i>	2,000
	<i>Cal OSHA Compliance</i>	5,000
	<i>Ergonomic Evaluations</i>	2,000
	<i>Applicant Tracking System</i>	10,250
	<i>Negotiations</i>	14,450
2230	Programs & Activities:	36,475
	<i>Employee Service Awards</i>	16,500
	<i>Employee Recognition Activities</i>	14,600
	<i>Retirement Presentations</i>	4,875
	<i>Safety Committee Events</i>	500
2450 & 2494	Liability, Fire & Other Insurance:	1,194,289
	General Liability Insurance (including retrospective balance adjustments), All Risk Property Insurance, and Fidelity Bond	
2452	Employment Screenings:	10,500
	<i>Pre-employment Physical Examinations</i>	5,500
	<i>Department of Justice Background Screenings</i>	5,000

HUMAN RESOURCES

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-10-1401	1020	SALARIES & WAGES	402,784	450,549	399,482	445,041
101-10-1401	1030	PART TIME WAGES	41,891	38,451	46,318	39,990
101-10-1401	1040	OVERTIME SALARY & WAGES	276	-	67	-
101-10-1401	1048	MEDICAL OPT-OUT-GEN. UNIT	2,120	4,800	-	4,800
101-10-1401	1049	BILINGUAL/CERTIFICAT PAY	3,275	3,250	2,631	2,600
101-10-1401	1052	AUTO ALLOWANCE	4,880	4,800	2,040	4,800
101-10-1401	1060	PAID SICK LEAVE	2,857	-	28,667	-
101-10-1401	1065	ACCRUED PAID VACATION	11,748	12,600	21,390	7,240
101-10-1401	1074	EMPLOYEE'S AWARDS	500	5,000	5,000	5,000
101-10-1401	1078	MANAGEMENT BENEFIT 401A	6,303	6,137	3,851	5,647
101-10-1401	1080	MEDICARE	6,648	8,232	7,204	7,388
101-10-1401	1081	MGMT BENEFIT/MEDICAL	1,957	2,464	1,000	3,099
101-10-1401	1082	PERS - EMPLOYEES' PORTION	16,107	5,968	6,239	6,312
101-10-1401	1083	PERS - EMPLOYER PORTION	89,593	107,131	94,495	113,826
101-10-1401	1085	LIFE INSURANCE	1,047	1,176	843	1,184
101-10-1401	1088	LONG-TERM DISABILITY INSURANCE	4,420	4,337	4,003	4,494
101-10-1401	1090	MEDICAL INS - FT EMPLOYEES	44,380	45,216	45,424	53,303
101-10-1401	1091	DENTAL INS - FT EMPLOYEES	6,015	5,588	6,283	6,985
101-10-1401	1092	VISION INS - FT EMPLOYEES	856	794	824	941
101-10-1401	1093	MEDICAL INS - PT EMPL	36	2,760	108	2,760
101-10-1401	1095	MEDICAL INS - RETIREES	35,266	37,000	36,140	38,400
101-10-1401	1097	WORKER'S COMPENSATION	4,884	7,194	7,194	5,684
101-10-1401	1099	RETIREE-RPLMT BENEFIT PLN	6,086	-	12,012	12,000
101-10-1401	1100	ACA AFFORDABILITY STIPEND	-	-	4	-
PERSONNEL EXPENDITURES:			693,929	753,447	731,217	771,494

HUMAN RESOURCES

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-10-1401	2050	PUBLICATIONS	1,398	1,500	1,500	1,500
101-10-1401	2056	CLASSIFIED ADVERTISING	11,214	7,500	5,000	9,000
101-10-1401	2080	CONTRACT SVC/NON-CLASS	50,999	94,000	80,000	84,700
101-10-1401	2081	CONTRACT SVC/SPECIAL STUDY	-	184,200	184,200	-
101-10-1401	2110	CONFERENCES & MEETINGS	7,097	6,000	6,000	6,000
101-10-1401	2111	MEMBERSHIPS	850	1,300	1,300	1,300
101-10-1401	2130	OFFICE EQPT MTCE	655	700	800	930
101-10-1401	2140	OFFICE SUPPLIES	7,176	7,200	6,200	7,200
101-10-1401	2141	POSTAGE	2,650	3,000	3,000	4,000
101-10-1401	2161	ADMINISTRATIVE COSTS	2,889	-	11,293	10,000
101-10-1401	2190	TELEPHONE & FAX	3,445	3,366	3,200	3,300
101-10-1401	2220	VEHICLE MTCE & SUPPLIES	1,209	1,500	1,800	2,000
101-10-1401	2230	PROGRAMS & ACTIVITIES	33,893	36,696	41,196	36,475
101-10-1401	2240	DUPLICATING SERVICE CHG	1,307	2,200	3,550	3,600
101-10-1401	2250	TRAINING EXPENSE	12,525	14,500	10,000	14,500
101-10-1401	2251	TRAINING EXPENSE-TUITION	2,180	8,000	4,000	8,000
101-10-1401	2252	INTERVIEW EXPENSE	4,047	2,900	3,000	3,500
101-10-1401	2450	LIAB, FIRE & OTHERS INS.	662,549	672,730	802,207	1,342,800
101-10-1401	2452	EMPLOYMENT SCREENING	10,297	10,500	10,500	10,500
101-10-1401	2455	PHYSICAL EXAMS	66	2,000	2,000	2,000
101-10-1401	2456	INCENTIVE PROGRAMS	-	2,500	2,500	2,500
101-10-1401	2494	JPIA RETRO DEPOSIT/(REFD)	(250,445)	-	476,318	(148,511)
OPERATING EXPENDITURES:			566,001	1,062,292	1,659,563	1,405,294

HUMAN RESOURCES

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-10-1401	3860	C/O-OFFICE EQUIPMENT	645	15,965	15,250	-
		CAPITAL OUTLAY EXPENDITURES:	645	15,965	15,250	-
		GENERAL FUND - HUMAN RESOURCES TOTAL:	1,260,575	1,831,704	2,406,030	2,176,788
745-10-1401	3860	C/O-OFFICE EQUIPMENT	-	-	1,125	-
		EQUIPMENT REPLACEMENT FUND - HUMAN RESOURCES TOTAL:	-	-	1,125	-
746-10-1401	3820	C/O-VECHICLE	21,520	-	-	-
		VEHICLE REPLACEMENT FUND - HUMAN RESOURCES TOTAL:	21,520	-	-	-
		HUMAN RESOURCES TOTAL (ALL FUNDS):	1,282,095	1,831,704	2,407,155	2,176,788
101-10-1401	1098	OPEB-FUTURE RETIREES -FT	1,259,600	1,228,300	1,228,300	629,850
		OPEB IRREVOCABLE TRUST FUND - HUMAN RESOURCES TOTAL:	1,259,600	1,228,300	1,228,300	629,850

EMPLOYEE BENEFITS

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
735-10-1402	2421	LIFE INSURANCE	47,235	53,442	48,111	51,598
735-10-1402	2422	DISABILITY INSURANCE	165,421	166,683	174,785	176,232
735-10-1402	2424	UNEMPLOYMENT INSURANCE	30,819	50,000	13,199	50,000
735-10-1402	2425	VISION INSURANCE- PT	2,074	4,760	2,118	2,590
735-10-1402	2426	VISION INSURANCE	26,725	39,259	35,105	37,522
735-10-1402	2427	MEDICARE COVERAGE	286,416	332,184	309,436	341,786
735-10-1402	2428	COUNCIL'S CONTRIBUTIONS	21,253	-	19,369	30,424
735-10-1402	2430	WORKER'S COMPENSATION	956,795	1,786,694	1,786,694	1,124,879
735-10-1402	2431	MEDICAL INSURANCE - FT	1,853,391	1,932,795	2,026,018	2,178,168
735-10-1402	2432	MEDICAL INSURANCE - PT	126,492	156,526	115,541	127,920
735-10-1402	2433	MEDICAL INSURANCE - RETIREES	1,304,002	1,365,800	1,325,401	1,320,600
735-10-1402	2434	DENTAL INSURANCE - FT	272,319	315,739	275,454	308,852
735-10-1402	2435	DENTAL INSURANCE - PT	55,813	68,616	55,835	58,520
735-10-1402	2436	MEDICAL INS - OPEB	1,989,247	1,581,300	1,581,300	1,136,780
735-10-1402	2440	RETIREMENT CONTRIBUTION	4,320,301	5,063,429	4,477,996	4,860,530
735-10-1402	2444	401A CONTRIBUTIONS	95,592	97,806	97,728	100,427
EMPLOYEE BENEFIT FUND TOTAL:			11,553,895	13,015,033	12,344,088	11,906,828

FINANCE

ACTIVITIES AND OBJECTIVES

Description of Activities

The purpose of Finance is to protect the City's financial assets, ensure the annual budget is properly implemented and all the transactions are accurately recorded and reported. Finance is responsible for implementing effective financial planning, reporting and accounting, treasury management, debt administration, payroll, financial reporting and purchasing functions. The Department also administers utility billing, business and animal licensing. The department serves public, and provides support to all City departments to achieve their objectives and ensure the City's long-term financial health.

Objectives

- Assure completion and adoption of balanced City budget by June 30
- Prepare Comprehensive Annual Financial Report (CAFR) in compliance with audit standards
- Prepare and publish quarterly financial reports
- Update Cost Allocation Plan
- Continue implementing strategic action plan objectives
- Update Actuarial Study of Other Post-Employment Benefits (OPEB)
- Evaluate strategies to manage the rising pension costs and possible funding options of the unfunded pension liabilities
- Evaluate and update fiscal policies and procedures
- Full canvass of animal licenses

Budget Program: Finance, 1501

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Director of Finance/City Treasurer (a)	0.60	0.65	101,166	Office Assistant I	1,560	1,664	1	35,859
Controller/Deputy Treasurer (b)	0.70	0.57	70,596	Account Clerk II	-	180	1	4,186
Senior Accountant (c)	0.75	0.62	45,258					
Purchasing Agent (d)	1.00	0.97	68,153					
Payroll Specialist (e)	1.00	0.96	70,354					
Account Clerk III (f) (g)	1.40	1.82	111,264					
Account Clerk II (h)	4.35	4.25	223,414					
(a) 14% SA-RDA; 6% CDBG; 9% Water, 4% Prop C Admin, 1% Childcare, 1% Childcare - Stage 1								
(b) 10% Water; 10% CDBG; 10% SA-RDA, 8% Prop C Admin, 5% Sewer								
(c) 10% Water; 15% SA-RDA, 3% Prop C Admin, 5% Childcare, 5% Childcare - Stage 1								
(d) 3% Prop C Admin								
(e) 3% Prop C Admin, 1% Childcare								
(f) 5% Prop C Admin, 4% SR Grant, 3% Dispute Resolution, 3% Childcare, 3% Childcare - Stage 1								
(g) +1 Account Clerk III - 100% Water Fund								
(h) 60% Water, 10% Prop C Admin, 5% Sewer								
TOTAL	9.80	9.84	690,205	TOTAL	1,560	1,844	2	40,045

Budget Program:

Prop C - Admin, 1527

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Director of Finance/City Treasurer (a)	0.00	0.04	6,226					
Director of Community Development (b)	0.00	0.01	1,483					
Controller/Deputy Treasurer (c)	0.00	0.08	9,912					
Senior Management Analyst (d)	0.00	0.03	2,535					
Senior Accountant (e)	0.00	0.03	2,190					
Purchasing Agent (f)	0.00	0.03	2,108					
Payroll Specialist (g)	0.00	0.03	2,199					
Account Clerk III (h)	0.00	0.05	3,029					
Account Clerk II (i)	0.00	0.10	5,279					
(a) 65% Finance, 14% SA-RDA; 6% CDBG; 9% Water, 1% Childcare, 1% Childcare - Stage 1								
(b) 90% Community Development-Admin, 5% CDBG, 2% High Speed Rail, 2% Environmental Services								
(c) 57% Finance, 10% Water; 10% CDBG; 10% SA-RDA, 5% Sewer								
(d) 90% Community Development-Admin, 2% High Speed Rail, 5% Environmental Services								
(e) 62% Finance, 10% Water; 15% SA-RDA, 5% Childcare, 5% Childcare - Stage 1								
(f) 97% Finance								
(g) 96% Finance, 1% Childcare								
(h) 82% Finance 4% SR Grant, 3% Dispute Resolution, 3% Childcare, 3% Childcare - Stage 1								
(i) 85% Finance, 10% Prop C Admin, 5% Sewer								
TOTAL	0.00	0.40	34,961	TOTAL	-	-	-	-

FINANCE
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2050	Publications: Subscriptions to the California Municipal Statistics, CAFR filing fee, State Controller's Audit Confirmation fee, The Kiplinger Letter, and financial guideline updates	\$ 1,000
2080	Contract Services - Non-Classified: <i>Cash carrier</i> <i>Property tax and sales tax related estimates & reports</i> <i>Utility user and franchise tax compliance audits & reports</i> <i>Cost Recovery of State Mandates</i> <i>Pension Obligations Actuarial Study - GASB 68</i> <i>Security system</i> <i>Cost Allocation Plan and module (implementation and maintenance)</i> <i>Pension Cost Module and OPEB Actuarial Study Update - GASB 45</i>	93,430 7,000 24,080 31,800 10,000 2,800 1,300 7,000 9,450
2084	Contract Services - Animal Control: Animal Control (Annual Services); Full License Canvass in FY 2018, and other expenses relating to animal licensing	457,800
2089	Contract Services - Financial System: Financial, Accounting Billing and Reporting Systems maintenance	135,100

FINANCE
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2110	Conferences & Meetings: California Society of Municipal Finance Officers (CSMFO), California Revenue Business Tax Association (CMRTA), California Association of Public Purchasing Officers (CAPPO), JPIA annual conference. and local meetings	4,900
2111	Memberships: <i>Government Finance Officers Association</i> <i>California Society of Municipal Finance Officers</i> <i>California Municipal Treasurer's Association</i> <i>California Municipal Revenue Tax Association</i> <i>California Association of Public Purchasing Officials</i> <i>COSTCO</i>	1,570 840 330 100 100 100 100
2400	Audit Fees: Audit Contract with independent accountants for City audit requirements	43,990
2609	Los Angeles County Administrative Cost: Property Tax Administrative Cost	2,900

FINANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-10-1501	1020	SALARIES & WAGES	641,721	692,360	681,603	690,205
101-10-1501	1030	PART TIME WAGES	51,678	31,996	27,349	40,045
101-10-1501	1048	MEDICAL OPT-OUT-GEN. UNIT	16,620	8,400	9,119	9,168
101-10-1501	1049	BILINGUAL/CERTIFICAT PAY	1,539	1,528	1,597	988
101-10-1501	1052	AUTO ALLOWANCE	2,845	2,880	2,627	2,880
101-10-1501	1060	PAID SICK LEAVE	1,594	4,800	6,737	6,940
101-10-1501	1065	ACCRUED PAID VACATION	12,304	12,100	17,954	18,310
101-10-1501	1074	EMPLOYEE'S AWARD	182	-	517	-
101-10-1501	1078	MANAGEMENT BENEFIT 401A	4,955	4,999	5,087	5,459
101-10-1501	1080	MEDICARE	10,446	11,984	10,579	10,677
101-10-1501	1081	MGMT BENEFIT/MEDICAL	9,512	10,293	9,092	9,332
101-10-1501	1082	PERS - EMPLOYEES' PORTION	24,223	10,994	11,736	11,928
101-10-1501	1083	PERS - EMPLOYER PORTION	144,338	164,626	162,291	165,391
101-10-1501	1085	LIFE INSURANCE	1,586	1,887	1,596	1,867
101-10-1501	1088	LONG-TERM DISABILITY INSURANCE	6,703	6,684	6,511	6,530
101-10-1501	1090	MEDICAL INS - FT EMPLOYEES	52,250	72,604	63,611	59,973
101-10-1501	1091	DENTAL INS - FT EMPLOYEES	8,950	11,246	11,040	9,820
101-10-1501	1092	VISION INS - FT EMPLOYEES	1,296	1,522	1,508	1,356
101-10-1501	1093	MEDICAL INS - PT EMPLOYEES	2,840	-	29	-
101-10-1501	1094	DENTAL INS - PT EMPLOYEES	1,420	-	670	1,400
101-10-1501	1095	MEDICAL INS - RETIREES	98,851	105,700	98,720	97,300
101-10-1501	1097	WORKER'S COMPENSATION	11,580	15,191	15,191	13,173
PERSONNEL EXPENDITURES:			1,107,433	1,171,793	1,145,163	1,162,742

FINANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-10-1501	2050	PUBLICATIONS	659	1,100	800	1,000
101-10-1501	2080	CONTRACT SVC/NON-CLASS	77,714	153,430	108,430	93,430
101-10-1501	2084	CONTRA SVC/ANIMAL CONTROL	396,895	403,910	403,910	457,800
101-10-1501	2089	FINANCIAL SYST MAINT & SUPPORT	168,797	161,400	141,400	135,100
101-10-1501	2110	CONFERENCES & MEETINGS	2,443	5,300	3,500	4,900
101-10-1501	2111	MEMBERSHIPS	1,370	1,590	1,370	1,570
101-10-1501	2113	MILEAGE REIMBURSEMNT	342	300	100	300
101-10-1501	2130	OFFICE EQPT MTCE	1,248	1,400	1,425	1,450
101-10-1501	2140	OFFICE SUPPLIES	17,581	18,000	18,000	18,000
101-10-1501	2141	POSTAGE	9,441	12,000	8,000	10,000
101-10-1501	2165	LITIGATION & SETTLEMENT	159,700	-	-	-
101-10-1501	2151	EQUIPMENT LEASE	-	5,600	-	-
101-10-1501	2190	TELEPHONE & FAX	12,360	12,442	11,400	11,600
101-10-1501	2220	VEHICLE MTCE & SUPPLIES	3,254	6,300	1,400	4,300
101-10-1501	2240	DUPLICATING SERVICE CHG	681	1,500	670	3,000
101-10-1501	2250	TRAINING EXPENSE	1,887	1,000	2,100	3,000
101-10-1501	2400	AUDIT FEES	47,648	42,100	40,950	43,990
101-10-1501	2490	BANK SERVICE CHARGES	22,188	27,000	25,000	26,000
101-10-1501	2609	LA CO ADMIN COST/PROP TAX	2,812	2,800	2,800	2,900
101-10-1501	2988	WAREHOUSE INVENTORY ADJ	(26)	-	-	-
OPERATING EXPENDITURES:			926,994	857,172	771,255	818,340

FINANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-10-1501	3860	C/O-OFFICE EQUIPMENT	1,851	-	-	-
101-10-1501	3890	C/O-COMPUTER/SOFTWARE	44,840	-	2,400	-
CAPITAL OUTLAY EXPENDITURES:			46,691	-	2,400	-
101-10-1501	3995	INTER-FUND TFR/PROP C	(50,000)	-	-	-
GENERAL FUND - FINANCE TOTAL:			2,031,118	2,028,965	1,918,818	1,981,082

FINANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
PROP C ADMINISTRATIVE COST:						
227-10-1527	1020	SALARIES & WAGES	-	34,961	34,830	34,961
227-10-1527	1048	MEDICAL OPT-OUT-GEN. UNIT	-	432	462	432
227-10-1527	1049	BILINGUAL/CERTIFICAT PAY	-	20	20	20
227-10-1527	1052	AUTO ALLOWANCE	-	-	114	-
227-10-1527	1060	PAID SICK LEAVE	-	170	170	170
227-10-1527	1065	ACCRUED PAID VACATION	-	790	800	790
227-10-1527	1078	MANAGEMENT BENEFIT 401A	-	509	534	509
227-10-1527	1080	MEDICARE	-	509	556	509
227-10-1527	1081	MGMT BENEFIT/MEDICAL	-	1,119	1,152	1,119
227-10-1527	1082	PERS - EMPLOYEES' PORTION	-	499	470	499
227-10-1527	1083	PERS - EMPLOYER PORTION	-	8,183	7,552	8,948
227-10-1527	1085	LIFE INSURANCE	-	124	124	124
227-10-1527	1088	LONG-TERM DISABILITY INSURANCE	-	353	350	353
227-10-1527	1090	MEDICAL INS - FT EMPLOYEES	-	1,868	1,900	1,868
227-10-1527	1091	DENTAL INS - FT EMPLOYEES	-	392	400	392
227-10-1527	1092	VISION INS - FT EMPLOYEES	-	72	100	72
227-10-1527	1097	WORKER'S COMPENSATION	-	-	-	447
227-10-1527	2450	GENERAL LIABILITY INSURANCE	-	-	-	707
227-10-1527	3995	INTER-FUND TFR/PROP C	50,000	-	-	-
PROP C FUND SUBTOTAL:			50,000	50,000	49,533	51,919

FINANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
745-10-1501	3860	C/O-OFFICE EQUIPMENT	4,276	-	4,430	-
COMPUTER REPLACEMENT FUND - FINANCE TOTAL:			4,276	-	4,430	-
746-10-1501	3820	C/O-AUTOMOTIVE EQUIPMENT	64,561	-	-	-
VEHICLE REPLACEMENT FUND- FINANCE TOTAL:			64,561	-	-	-
FINANCE TOTAL (ALL FUNDS):			2,149,955	2,078,965	1,972,781	2,033,001

CITY - DEBT SERVICE FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
320-95-1515	2161	ADMINISTRATIVE COST	1,160	1,300	1,300	1,300
320-95-1515	2491	INTEREST EXPENSE	218,532	203,132	203,132	178,832
320-95-1515	2492	PRINCIPAL EXPENSE	385,000	400,000	400,000	415,000
13A LEASE REVENUE BONDS			604,692	604,432	604,432	595,132
320-95-1516	2161	ADMINISTRATIVE COST	1,160	1,300	1,300	1,300
320-95-1516	2491	INTEREST EXPENSE	294,350	272,350	272,350	236,950
320-95-1516	2492	PRINCIPAL EXPENSE	550,000	580,000	580,000	610,000
13B LEASE REVENUE BONDS			845,510	853,650	853,650	848,250
CITY - DEBT SERVICE FUND TOTAL:			1,450,202	1,458,082	1,458,082	1,443,382

PUBLIC SAFETY

ACTIVITIES AND OBJECTIVES

Description of Activities

The Department of Public Safety administers law enforcement services provided by the Los Angeles County Sheriff's Department in addition to serving as the City's liaison. The Department provides a variety of supplemental services to enhance the safety and welfare of the community through routine and special preventive patrol services, parking enforcement, emergency preparedness, Community Safety Partnership programs, park and school safety programs, and other services as needed in order to address various quality of life issues. The Department will maintain collaborative partnerships and networking links between the City, law enforcement, probation, parole, courts, the District Attorney's office and local school districts. The Public Safety Department focuses its efforts on enhancing, educating, and responding to the community.

Objectives

The Department of Public Safety is committed to administering the vision and strategies outlined in the Norwalk Strategic Action Plan and will demonstrate its commitment by developing and implementing a highly visible community oriented policing program for the current budget year.

In order to reach the aforementioned goal, the following objectives will be achieved:

- Apply innovative law enforcement and public safety services.
- Provide emergency preparedness information to residents in order to promote self sufficiency in the event of disaster.
- Utilize technology and social media to ensure community is up to date with current events and public safety alerts.
- Develop stronger interdepartmental collaboration in order to bring city services together.
- Promote park safety and work in partnership with park staff in order to provide activities for the residents of the City of Norwalk.
- Address public safety concerns through a collaborative relationship between Public Safety, law enforcement, and residents.
- Continue communications and coordination with law enforcement agencies resulting in enhanced delivery of public safety services to the citizens of Norwalk.
- Continue providing a safe community environment in order to maintain a high quality of life.
- Continue maintaining cooperation and support from the community to collectively address public safety concerns.

PUBLIC SAFETY

ACTIVITIES AND OBJECTIVES

- Continue effective networking efforts with school districts and other social service agencies in working with youth and their families to prevent substance abuse, street gang involvement, and increase school attendance.
- Continue developing successful partnerships and networking in the areas of crime prevention and reduction.
- Continue involvement in all design review processes to ensure a safe physical environment in all real developments in the City of Norwalk.

Budget Program: Public Safety, 2101

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Director of Public Safety	1.00	1.00	155,640	Public Safety Officer (b) (c) (d)	29,320	29,320	22	769,043
Public Safety Manager	1.00	1.00	108,084	Office Assistant I	7,812	7,812	6	176,761
Emergency Services Manager	1.00	0.00	-	Lead Public Safety Officer	4,680	4,680	3	116,892
Management Analyst	1.00	1.00	73,452					
Public Safety Officer II	3.00	3.00	192,533					
Public Safety Officer I	1.00	0.00	-					
Public Safety Technician	0.00	1.00	57,363					
Lead Public Safety Officer	0.00	1.00	58,968					
Office Assistant III	1.00	1.00	64,680					
Office Assistant II	3.00	2.00	101,268					
				(b) Public Safety Officer- COPS (SLESF), DUI Checkpoints	(330)	(330)		(8,656)
				(c) Public Safety Officer- Transp. Center -PROP C FUNDS	(3,016)	(3,016)		(79,108)
				(d) Public Safety Officer - PARKING STRUCTURE FUND	(3,432)	(3,432)		(90,019)
TOTAL	12.00	11.00	811,988	TOTAL GENERAL FUND	35,034	35,034	31	884,913

PUBLIC SAFETY
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2065	Contract Services - Sheriff's Department: Traffic and general law enforcement services provided by the Los Angeles County Sheriff's Department. <i>FY 17/18 includes contract increase of 3.85% and an LTF rate of 10% (increased .5%).</i>	\$ 11,769,125
2080	Contract Services - Miscellaneous: <i>Parking citation processing</i> <i>Fingerprinting services contract</i> <i>District Attorney's Office - Filing Fees</i>	116,000 100,000 15,000 1,000
2090	Equipment Maintenance & Supplies: <i>Radio equipment maintenance and repair services</i> <i>Maintenance of data and communication equipment</i>	61,500 1,500 60,000
2160	Special Fees & Services: <i>Prisoner's maintenance costs</i> <i>Commercial enforcement weight scale services</i>	1,800 1,500 300
2170	Special Materials & Supplies: Miscellaneous supplies for vehicles, parking citations, notices of violation and CER's, rental equipment, radio equipment, and other enforcement related supplies	10,500

PUBLIC SAFETY
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2230	<p>Programs & Activities:</p> <p><i>Departmental program expenses - Neighborhood and Business Watch, Coffee with a Cop, School programs, S.H.A.P.E. program, youth events and programs.</i></p> <p><i>Norwalk Sheriff's Station P.R.I.D.E Program</i></p>	<p>40,000</p> <p>20,000</p> <p>20,000</p>
2401	Special Fees - Parking Downey Court - Parking Citation Surcharge fees	185,000
3860	Capital Outlay - Office Equipment: 20 Office/desk task chairs, replacement of various chairs throughout department	4,800
222-2065	Contract Services - Sherriff Dept.: Sheriff's department crime suppression and overtime	120,000
224-20-2104 -3880	<p>Capital Outlay-Miscellaneous Other:</p> <p><i>Mobile Automated License Plate Reader (ALPR) vehicle through the Sheriff's Dept. for Norwalk Station to be used in Norwalk.</i></p> <p><i>Mobile security camera that can be deployed to different locations to address specific crime issues/concerns.</i></p>	<p>30,840</p> <p>23,250</p> <p>7,590</p>
224-20-2150-3880	Capital Outlay-Miscellaneous Other: Ongoing service and support of leased Mobile Digital Computers from Sheriff's Dept. for use in Public Safety vehicles.	8,640

PUBLIC SAFETY
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
224-20-2106-3880	Capital Outlay-Miscellaneous Other: <i>MDC units for Public Safety vehicles and the associated ongoing service and support.</i> <i>Mobile radios for Public Safety vehicles</i>	20,505 18,005 2,500
746-3820	Capital Outlay - Automotive: Ford Transit Wagon to replace Ford E350 Super Duty XLT unit #4545	49,800

PUBLIC SAFETY

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-20-2101	1020	REG SALARIES & WAGES	780,019	885,388	792,743	811,988
101-20-2101	1030	PART TIME WAGES	877,692	894,353	868,580	884,913
101-20-2101	1040	OVERTIME SALARY &; WAGES	3,567	7,500	9,707	5,000
101-20-2101	1045	COMP TIME PAY	3,066	-	-	-
101-20-2101	1048	MEDICAL OPT-OUT GEN. UNIT	4,880	-	4,547	4,800
101-20-2101	1049	BILINGUAL/CERTIFICAT PAY	13,973	14,800	11,537	14,150
101-20-2101	1052	AUTO ALLOWANCE	4,880	4,800	4,800	4,800
101-20-2101	1060	PAID SICK LEAVE	4,447	-	-	-
101-20-2101	1065	ACCRUED PAID VACATION	27,762	17,500	20,025	20,420
101-20-2101	1078	MANAGEMENT BENEFIT 401A	7,803	7,874	8,282	8,388
101-20-2101	1080	MEDICARE	24,100	27,599	23,781	25,548
101-20-2101	1081	MGMT BENEFIT/MEDICAL	11,805	17,477	11,623	11,392
101-20-2101	1082	PERS - EMPLOYEES' PORTION	30,254	20,266	9,335	9,354
101-20-2101	1083	PERS - EMPLOYER PORTION	175,843	210,528	189,559	213,994
101-20-2101	1084	UNIFORM ALLOWANCE	10,356	10,000	12,425	10,000
101-20-2101	1085	LIFE INSURANCE	2,101	2,874	1,692	1,994
101-20-2101	1088	LONG-TERM DISABILITY INSURANCE	9,479	8,586	8,905	8,202
101-20-2101	1090	MEDICAL INS - FT EMPLOYEES	97,169	100,221	93,891	97,513
101-20-2101	1091	DENTAL INS - FT EMPLOYEES	14,823	16,764	13,599	13,969
101-20-2101	1092	VISION INS - FT EMPLOYEES	2,511	2,176	2,535	1,882
101-20-2101	1093	MEDICAL INS - PT EMPLOYEES	33,892	42,230	33,004	34,320
101-20-2101	1094	DENTAL INS - PT EMPLOYEES	17,889	22,170	16,412	13,860
101-20-2101	1095	MEDICAL INS - RETIREES	45,231	38,200	47,803	54,300
101-20-2101	1097	WORKER'S COMPENSATION	-	43,887	43,887	44,270
101-20-2101	1099	ALLOCATED PAYROLL	(3,199)	-	-	-
PERSONNEL EXPENDITURES:			2,200,343	2,395,193	2,228,673	2,295,058

PUBLIC SAFETY

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-20-2101	2065	CONTRA SERV-SHERIFF DEPT	10,406,507	11,140,432	10,979,555	11,769,125
101-20-2101	2080	CONTRACT SVC/NON-CLASS	116,462	126,528	117,893	116,000
101-20-2101	2090	EQUIP MTCE SUPPLIES	431	1,500	500	61,500
101-20-2101	2100	UTILITIES	-	400	-	-
101-20-2101	2110	CONFERENCES MEETINGS	519	2,500	2,500	2,500
101-20-2101	2130	OFFICE EQPT MTCE	350	1,000	510	520
101-20-2101	2140	OFFICE SUPPLIES	6,915	10,000	7,800	8,000
101-20-2101	2141	POSTAGE	5,623	5,000	5,000	5,000
101-20-2101	2160	SPECIAL FEES SERVICES	300	1,800	1,000	1,800
101-20-2101	2170	SPECIAL MAT'LS-SUPPLIES	5,247	9,500	10,180	10,500
101-20-2101	2190	TELEPHONE & FAX	10,043	13,000	9,300	9,500
101-20-2101	2192	INTERNET,ISDN DSL SERVICE	152	2,100	-	2,100
101-20-2101	2220	VEHICLE MTCE & SUPPLIES	165,411	182,400	144,500	161,300
101-20-2101	2230	PROGRAMS & ACTIVITIES	31,077	35,000	35,000	40,000
101-20-2101	2233	CITIZEN REWARD PROGRAM	-	20,000	-	-
101-20-2101	2240	DUPLICATING SERVICE CHG	1,444	3,000	3,030	3,100
101-20-2101	2250	TRAINING EXPENSE	-	1,000	1,000	1,000
101-20-2101	2401	SPECIAL FEES - PARKING CITATIONS SURCHARGES	179,270	170,000	180,000	185,000
OPERATING EXPENDITURES:			10,929,751	11,725,160	11,497,768	12,376,945
PUBLIC SAFETY ADMINISTRATION TOTAL:			13,130,094	14,120,353	13,726,441	14,672,003

PUBLIC SAFETY

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
<u>VOLUNTEER SERVICES:</u>						
101-20-2106	2170	SPECIAL MAT'LS-SUPPLIES	3,322	8,000	5,600	8,000
101-20-2106	2230	PROGRAMS & ACTIVITIES	-	-	-	10,000
VOLUNTEER SERVICES TOTAL:			3,322	8,000	5,600	18,000
101-20-2101	3860	C/O-OFFICE EQUIPMENT	645	-	-	4,800
CAPITAL OUTLAY EXPENDITURES:			645	-	-	4,800
GENERAL FUND - PUBLIC SAFETY TOTAL:			13,134,061	14,128,353	13,732,041	14,694,803
248-20-2101	2882	REMINBURSEMENT	-	-	7,077	-
248-20-2101	3880	C/O-EQUIPMENT	1,177	-	-	-
ASSET FORFEITURE FUND - PUBLIC SAFETY TOTAL:			1,177	-	7,077	-
745-20-2101	3860	C/O-OFFICE EQUIPMENT	4,136	-	5,019	-
EQUIPMENT REPLACEMENT FUND - PUBLIC SAFETY TOTAL:			4,136	-	5,019	-

PUBLIC SAFETY

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
746-20-2101	3820	C/O-AUTOMOTIVE	-	-	-	49,800
VEHICLE REPLACEMENT FUND - PUBLIC SAFETY TOTAL:			-	-	-	49,800
PUBLIC SAFETY TOTAL (ALL FUNDS):			13,139,374	14,128,353	13,744,136	14,744,603

OFFICE OF TRAFFIC SAFETY MISC. GRANTS FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
212-20-2101	2065	CONTRA SERV-SHERIFF DEPT	20,930	-	-	-
OPERATING EXPENDITURES:			20,930	-	-	-
ABC MULTI - PROGRAM GRANT TOTAL:			20,930	-	-	-
OTS MINI GRANTS TOTAL:			20,930	-	-	-

PUBLIC SAFETY - COPS GRANT FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
222-20-2101	1030	PART TIME WAGES	4,410	8,318	8,318	8,656
222-20-2101	1080	MEDICARE	62	121	121	126
222-20-2101	1093	MEDICAL INS - PT EMPLOYEES	33	-	-	-
222-20-2101	1094	DENTAL INS - PT EMPLOYEES	4	-	-	-
PERSONNEL EXPENDITURES:			4,509	8,439	8,439	8,782
222-20-2101	2058	CONTRACT SERV-SHERIFF(SRD)	84,499	90,603	85,660	94,091
222-20-2101	2065	CONTRA SERV-SHERIFF DEPT	76,099	80,000	15,000	120,000
222-20-2101	2080	CONTRACT SVC/NON-CLASS	500	-	-	-
222-20-2101	2161	ADMINISTRATIVE COSTS	961	700	-	-
222-20-2101	2170	SPECIAL MAT'LS-SUPPLIES	2,671	16,200	13,735	9,544
OPERATING EXPENDITURES:			164,730	187,503	114,395	223,635
COPS GRANT FUND TOTAL:			169,239	195,942	122,834	232,417

JAG ASSISTANCE GRANT (Dept. 2104, 2105, 2106)

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
224-20-2104	3880	C/O-MISCELLANEOUS OTHER - CAMERA SYSTEM	7,791	-	-	30,840
224-20-2105	3880	C/O-MISCELLANEOUS OTHER - SHERIFF MDC LEASE - JAG 2014-DJ- BX-0320	19,269	14,965	14,965	8,640
224-20-2106	3880	C/O-MISCELLANEOUS OTHER - LAW ENFORCEMENT TECHNOLOGY ENHANCEMENTS JAG FY2015	9,991	29,836	29,836	20,505
CAPITAL OUTLAY EXP			37,051	44,801	44,801	59,985
JUVENILE ASSISTANCE GRANT FUND TOTAL:			37,051	44,801	44,801	59,985

PUBLIC SERVICES

Administration

ACTIVITIES AND OBJECTIVES

Description of Activities

Public Services Administration oversees and directs a variety of maintenance services on publicly owned properties and right-of-ways, maintains the cleanliness and positive image of the City, and provides a safe physical environment for the public. Additional services provided under the guidance of the Administrative staff includes maintenance of facilities and parks, streets and sidewalks, signals and safety lights, traffic signs and legends, street sweeping, water, trees, greenscape, sewers, graffiti, and emergency maintenance services.

Public Services Administration is also responsible for training and managing skilled and semi-skilled personnel, maintaining a large fleet of specialized equipment required to be responsive to community needs, and assisting residents with public service resource referrals.

Objectives

- Provide a well-respected, motivated, customer oriented, and highly responsive Public Services Department.
- Maintain compliance with current regulations and requirements at local, State and Federal levels.
- Implement energy efficient technologies to reduce expenses while improving operational efficiencies.
- Provide customer surveys to residents/businesses in an effort to evaluate and improve customer service.
- Proactively outreach to the community by utilizing the City website, Norwalk NOW, Cable Channel, and email to keep Norwalk residents informed of Public Services projects and activities.
- Develop and improve Emergency Preparedness training activities for Public Services Department.
- Develop and oversee infrastructure improvement programs.

PUBLIC SERVICES

Administration

ACTIVITIES AND OBJECTIVES

- Provide detailed employee evaluations including recommendations for worker growth and development and encourage participation in professional organizations.
- Increase and improve technical education and safety training Department-wide.

Budget Program:

Public Services - Administration, 3101

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Deputy City Manager (a)	0.80	0.80	130,743	Office Assistant I (e)	910	910	1	20,591
Public Services Manager (b)	0.00	0.89	115,740	Maintenance Assistant	300	300	1	4,479
Public Services Supt.	1.90	0.00	-					
Special Project Coordinator	0.00	1.00	92,844					
Management Analyst (c)	0.60	0.65	46,038					
Payroll Personnel Tech.	1.00	1.00	69,720					
Office Assistant II (d)	0.95	0.95	50,149					
(a) 5% Water, 5% Transportation Center, 5% Sewer, 5% Environmental Services								
(b) 11% Transportation Center								
(c) 25% Water, 10% Sewer								
(d) 5% Sewer								
(e) 25% Water, 25% Sewer								
TOTAL	5.25	5.29	505,234	TOTAL	1,210	1,210	2	25,070

PUBLIC SERVICES
Public Services Administration
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2080	Contract Services - Non-Classified: NPDES permits, NPDES sampling, NPDES site plan, contract for special license testing, cart removals, additional support services, and special projects: <i>Employee Drug/Alcohol screening</i> <i>Shopping Cart retrieval</i> <i>Support Services - compliance activities</i> <i>Environmental sampling/NPDES consulting</i> <i>AQMD equipment permits</i> <i>NPDES permits</i> <i>LA County Fire permits - CUPA</i> <i>State Hazardous Material fees</i> <i>Special events and activities - Canopy set up, Arbor Day, etc.</i> <i>Special activities (encroachment permits/flagging)</i> <i>Work Order System maintenance and hosting fees</i> <i>LS1 Street light buyback consultant*</i>	\$ 106,000 1,000 20,000 2,500 6,500 3,000 1,000 3,000 500 7,500 5,000 6,000 50,000
2110	Conferences & Meetings: Public Works Institute, Maintenance Superintendent's Association Meetings, vendor workshops and meetings	2,500

PUBLIC SERVICES
Public Services Administration
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2111	Memberships: American Public Works Association, Maintenance Superintendent's Association, Street Tree Seminar, International Society of Arboriculture, American Forestry Association, Traffic Control Superintendents Association and California Parks and Recreation Society	1,000
2140	Office Supplies: Office supplies and paper, printer toners and all other department supplies	5,500
2170	Special Materials & Supplies: First aid medical supplies, staff safety materials, department materials, software, and customer notification door hangers <i>Banners - City wide</i>	25,000 <i>5,000</i> <i>20,000</i>
2250	Training: Class A Licensing, supervisor training, computer training, pest licensing and continuing education for pesticide applicator licensing, workshops for State and Federal regulations update, emergency preparedness, hazardous materials and emergency duty related training Electrical Safety Training - Required every 3 years (16 staff)	17,000 <i>5,000</i> <i>12,000</i>

PUBLIC SERVICES
Public Services Administration
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
101-3860	Capital Outlay - Office Equipment: Purchase of 4 tablets for use with work order system <i>(monthly service budgeted under MIS 2192 account)</i>	2,500
745-3860	Capital Outlay - Office Equipment: <i>Networking upgrades (switches) - NTS/Pub Svcs</i>	4,050 4,050

PUBLIC SERVICES ADMINISTRATION

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-3101	1020	SALARIES & WAGES	493,630	511,390	507,156	505,234
101-30-3101	1030	PART TIME WAGES	24,128	25,062	26,255	25,070
101-30-3101	1040	OVERTIME SALARY & WAGES	45	-	-	-
101-30-3101	1048	MEDICAL OPT-OUT-GEN. UNIT	-	-	1,801	4,800
101-30-3101	1049	BILINGUAL/CERTIFICATE PAY	983	650	933	650
101-30-3101	1052	AUTO ALLOWANCE	-	-	-	4,800
101-30-3101	1060	PAID SICK LEAVE	10,333	9,300	11,143	11,560
101-30-3101	1065	ACCRUED PAID VACATION	31,277	25,900	25,900	25,320
101-30-3101	1078	MANAGEMENT BENEFIT 401A	9,242	9,074	8,673	7,545
101-30-3101	1080	MEDICARE	8,070	9,652	7,836	8,525
101-30-3101	1081	MGMT BENEFIT/MEDICAL	15,999	17,454	13,183	9,879
101-30-3101	1082	PERS - EMPLOYEES' PORTION	25,474	6,358	8,228	10,351
101-30-3101	1083	PERS - EMPLOYER PORTION	110,912	121,595	120,741	129,221
101-30-3101	1084	UNIFORM ALLOWANCE	46,154	41,500	46,757	54,500
101-30-3101	1085	LIFE INSURANCE	1,754	1,874	1,693	1,958
101-30-3101	1088	LONG-TERM DISABILITY INSURANCE	5,755	4,885	5,797	5,104
101-30-3101	1090	MEDICAL INS - FT EMPLOYEES	51,660	51,902	48,888	46,827
101-30-3101	1091	DENTAL INS - FT EMPLOYEES	7,512	7,333	6,649	5,992
101-30-3101	1092	VISION INS - FT EMPLOYEES	1,376	1,330	1,218	980
101-30-3101	1093	MEDICAL INS - PT EMPLOYEES	1,683	2,820	1,634	3,120
101-30-3101	1094	DENTAL INS - PT EMPLOYEES	710	1,430	505	1,330
101-30-3101	1095	MEDICAL INS - RETIREES	22,034	23,400	22,268	22,700
101-30-3101	1097	WORKER'S COMPENSATION	5,520	8,066	8,066	6,452
101-30-3101	1999	ALLOCATED PAYROLL	(1,359)	-	-	-
101-30-3101	1100	ACA AFFORDABILITY STIPEND	2	-	10	-
PERSONNEL EXPENDITURES:			872,894	880,975	875,334	891,918

PUBLIC SERVICES ADMINISTRATION

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-3101	2050	PUBLICATIONS	39	100	100	-
101-30-3101	2080	CONTRACT SVC/NON-CLASS	77,717	81,900	70,000	106,000
101-30-3101	2100	UTILITIES	59,249	72,100	73,140	75,300
101-30-3101	2110	CONFERENCES & MEETINGS	1,351	3,000	3,000	2,500
101-30-3101	2111	MEMBERSHIPS	619	1,500	1,500	1,000
101-30-3101	2113	MILEAGE REIMBURSEMENT	-	-	60	-
101-30-3101	2130	OFFICE EQPT MTCE	572	700	665	700
101-30-3101	2140	OFFICE SUPPLIES	4,882	5,200	5,600	5,500
101-30-3101	2141	POSTAGE	207	500	500	500
101-30-3101	2170	SPECIAL MAT'LS-SUPPLIES	3,163	5,200	5,000	25,000
101-30-3101	2190	TELEPHONE & FAX	12,736	13,872	12,300	12,500
101-30-3101	2220	VEHICLE MTCE & SUPPLIES	12,767	8,600	15,800	6,100
101-30-3101	2240	DUPLICATING SERVICE CHG	871	300	570	600
101-30-3101	2250	TRAINING EXPENSE	7,172	8,000	7,000	17,000
OPERATING EXPENDITURES:			181,345	200,972	195,235	252,700
101-30-3101	3860	C/O-OFFICE EQUIPMENT	6,161	-	-	2,500
101-30-3101	3880	C/O-MISCELLANEOUS OTHER	-	16,000	15,527	-
CAPITAL OUTLAY EXPENDITURES:			6,161	16,000	15,527	2,500
GENERAL FUND - PUBLIC SERVICES ADMINISTRATION TOTAL:			1,060,400	1,097,947	1,086,096	1,147,118

PUBLIC SERVICES ADMINISTRATION

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
228-30-3101	2081	CONTRACT SVC/SPECIAL STUDY	-	200,000	-	-
MEASURE R FUND TOTAL:			-	200,000	-	-
418-30-3101	2080	CONTRACT SVC/NON-CLASS	10,675	10,000	10,000	10,000
418-30-3101	2170	SPECIAL MAT'LS-SUPPLIES	1,614	5,000	5,000	5,000
ART IN PUBLIC PLACES FUND TOTAL:			12,289	15,000	15,000	15,000
745-30-3101	3860	C/O-OFFICE EQUIPMENT	7,706	-	1,000	4,050
TECHNOLOGY REPLACEMENT FUND - PUBLIC SERVICES TOTAL:			7,706	-	1,000	4,050
746-30-3101	3820	C/O-AUTOMOTIVE	22,452	-	-	-
EQUIPMENT & VEHICLE REPLACEMENT FUND - PUBLIC SERVICES TOTAL:			22,452	-	-	-
PUBLIC SERVICES ADMINISTRATION TOTAL:			1,102,847	1,312,947	1,102,096	1,166,168

PUBLIC SERVICES

Security & Emergency Duty

ACTIVITIES AND OBJECTIVES

Description of Activities

The Security & Emergency Duty Section provides after hours emergency duty services citywide.

Objectives

- Provide an efficient, responsive, cost-effective, and professional emergency response system.
- Conduct training for Public Services emergency staff responders in order to appropriately react to any situation in the safest and most efficient manner.
- Update, revise, and make improvement to the Emergency Duty manual provided to staff as a functional reference guide.
- Provide information to Public Safety, Norwalk Sheriff Station, and other City facility staff through quarterly resource guide detailing emergency response contact and procedures.
- Coordinate debriefing meetings for emergencies that required multiple Department responses and make recommendations for areas of improvement to enhance efficiency.

PUBLIC SERVICES
Security & Emergency Duty
 ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2062	Maintenance & Repair Supplies: Emergency repairs/service for all sections	\$ 10,000
2090	Equipment Maintenance & Supplies: Maintain and repair power tools and supplies	300
2170	Special Materials & Supplies: Vests, equipment, and materials for use by emergency response staff assigned to Emergency Duty	1,900

SECURITY & EMERGENCY DUTY

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-3102	1040	OVERTIME SALARY & WAGES	25,072	18,000	39,825	18,000
101-30-3102	1050	STANDBY PAY	6,048	6,500	6,240	6,500
101-30-3102	1080	MEDICARE	377	355	543	355
PERSONNEL EXPENDITURES:			31,497	24,855	46,608	24,855
101-30-3102	2080	CONTRACT SVC/NON-CLASS	47,961	-	-	-
101-30-3102	2062	MTCE & REPAIR SUPPLIES	24,556	50,000	20,000	10,000
101-30-3102	2090	EQUIP MTCE & SUPPLIES	-	300	300	300
101-30-3102	2170	SPECIAL MAT'LS-SUPPLIES	827	1,900	2,000	1,900
101-30-3102	2220	VEHICLE MTCE & SUPPLIES	2,786	4,400	3,800	4,000
OPERATING EXPENDITURES:			76,130	56,600	26,100	16,200
GENERAL FUND - SECURITY & EMERGENCY DUTY TOTAL:			107,628	81,455	72,708	41,055

PUBLIC SERVICES

Mr. Sun Program

ACTIVITIES AND OBJECTIVES

Description of Activities

The Mini Mr. Sun Program is a neighborhood clean-up program, scheduled twelve times throughout the year at various specified areas of the community at no cost to the residents. The City will provide various services to assist residents with the opportunity to clean up their properties and neighborhoods. Services include self-serve dumpsters for disposal of trash, tree clippings, furniture, etc., large item pick-up and disposal of used motor oils and household electronic waste. Dates and times of these events will be scheduled throughout the year and publicized in the specific designated neighborhoods.

Objectives

- Provide disposal services during neighborhood clean-ups to help residents maintain their property.
- Collaborate with the Community Development Department to set goals to determine and target neighborhoods in need of clean-up events.
- Collaborate with the Recreation and Public Safety Departments to plan for volunteers to assist with neighborhood clean-up events.
- Provide residents in the clean-up zones with additional resource and contact information for ongoing disposal services and locations.

Budget Program:

Public Services - Mr. SUN Program, 3103

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
				Public Safety Officer I	132	132	2	3,463
				Recreation Leader II	125	125	2	1,866
TOTAL	0.00	0.00	-	TOTAL	257	257	4	5,329

PUBLIC SERVICES

Mr. Sun

ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2141	Postage: Postage for flyer distribution	\$ 800
2170	Special Material & Supplies: Gloves, bags, misc. supplies	1,000

MR. SUN PROGRAM

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-3103	1030	PART TIME WAGES	2,160	5,328	1,751	5,329
101-30-3103	1040	OVERTIME SALARY & WAGES	17,624	21,000	21,000	18,000
101-30-3103	1080	MEDICARE	257	382	312	338
101-30-3103	1093	MEDICAL INS - PT EMPLOYEES	40	-	-	-
PERSONNEL EXPENDITURES:			20,081	26,710	23,064	23,667
101-30-3103	2141	POSTAGE	598	800	800	800
101-30-3103	2170	SPECIAL MAT'LS	1,595	10,200	13,009	1,000
OPERATING EXPENDITURES:			2,193	11,000	13,809	1,800
GENERAL FUND - MR SUN PROGRAM TOTAL:			22,274	37,710	36,873	25,467

PUBLIC SERVICES

Facilities Maintenance

ACTIVITIES AND OBJECTIVES

Description of Activities

The Facilities Maintenance Section is responsible for the maintenance of buildings, hardscape and softscape on municipally-owned facilities and grounds citywide. Section responsibilities include installations, reconstruction, repairs, and maintenance at the following City facilities: City Hall, Transportation/Public Services Facility, Metrolink Station, Civic Center Parking Structure, Social Services and the Senior Center. Areas of concentration include plumbing, heating, electrical, air conditioning, carpentry, custodial, and general maintenance and assistance.

Objectives

- Provide superior customer service relations at all facilities.
- Cross training programs for Facilities Maintenance employees to enhance proficiency.
- Provide upgraded, proactive, cost-effective, and responsive facility maintenance at all City-owned facilities.
- Provide improved energy efficient systems at all City facilities, via replacement of old parts/equipment with greener technologies, including implementation of new lighting technologies to reduce energy consumption/costs.
- Complete necessary building repairs as identified through daily inspections, such as electrical and painting.
- Identify projects for future Capital Improvement programming, such as HVAC replacements.
- Implement improved security measures at City facilities.

Budget Program: Public Services - Facilities Maintenance - Total All Facilities

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Maintenance Supervisor (a)	0.90	0.89	76,534	Maintenance Assistant	8,320	8,060	7	120,322
Maintenance Worker III (b)	2.00	2.00	130,416	Youth Worker	-	520	1	5,460
Maintenance Worker II (c)	2.47	2.74	161,441					
Maintenance Worker I (d)	4.30	4.00	186,110					
(a) 45% City Hall Facilities Maintenance, 44% Transportation / Public Services - Facilities Maint., 11% Transportation Center Operations								
(b) 100% City Hall Facilities , Maintenance 100% Transportation / Public Services - Facilities Maint.								
(c) 100% City Hall Facilities , Maintenance 174% Transportation / Public Services - Facilities Maint., 100% Senior Center - Facilities Maintenance, 70% Parking Structure Maint., 56% Transportation Center Operations								
(d) 150% City Hall Facilities , Maintenance 50% Transportation / Public Services - Facilities Maint., 100% Social Services - Facilities Maintenance, 100% Senior Center - Facilities Maintenance								
TOTAL	9.67	9.63	554,501	TOTAL	8,320	8,580	8	125,782

FACILITIES MAINTENANCE - TOTAL ALL FACILITIES

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-XXXX	1020	SALARIES & WAGES	525,188	560,573	551,404	554,501
101-30-XXXX	1030	PART TIME WAGES	105,162	118,261	112,814	125,782
101-30-XXXX	1040	OVERTIME SALARY & WAGES	381	-	-	-
101-30-XXXX	1048	MEDICAL OPT-OUT-GEN. UNIT	920	4,800	1,351	4,800
101-30-XXXX	1049	BILINGUAL/CERTIFICATE PAY	4,110	2,256	5,664	4,024
101-30-XXXX	1050	STAND BY PAY	1,148	-	1,432	-
101-30-XXXX	1060	PAID SICK LEAVE	6,860	9,600	9,600	7,580
101-30-XXXX	1065	ACCRUED PAID VACATION	17,570	14,400	15,292	15,590
101-30-XXXX	1080	MEDICARE	7,926	10,553	8,513	10,384
101-30-XXXX	1082	PERS - EMPLOYEES' PORTION	29,556	20,535	20,952	16,263
101-30-XXXX	1083	PERS - EMPLOYER PORTION	118,914	133,291	131,997	141,827
101-30-XXXX	1085	LIFE INSURANCE	1,850	1,929	1,879	1,836
101-30-XXXX	1088	LONG-TERM DISABILITY INSURANCE	5,410	5,444	4,962	5,601
101-30-XXXX	1090	MEDICAL INS - FT EMPLOYEES	85,843	84,523	89,439	86,903
101-30-XXXX	1091	DENTAL INS - FT EMPLOYEES	10,113	12,112	10,792	12,060
101-30-XXXX	1092	VISION INS - FT EMPLOYEES	1,510	1,276	1,511	1,274
101-30-XXXX	1093	MEDICAL INS - PT EMPL	4,361	2,820	5,750	6,240
101-30-XXXX	1094	DENTAL INS - PT EMPL	2,222	1,430	2,723	2,800
101-30-XXXX	1095	MEDICAL INS - RETIREES	47,488	50,100	49,446	54,700
101-30-XXXX	1096	UNEMPLOYMENT INSURANCE	19	910	-	-
101-30-XXXX	1097	WORKER'S COMPENSATION	-	38,290	38,290	40,566
101-30-XXXX	1100	ACA AFFORDABILITY STIPEND	41	-	212	440
PERSONNEL EXPENDITURES:			976,551	1,073,103	1,068,078	1,093,170

FACILITIES MAINTENANCE - TOTAL ALL FACILITIES

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-3202	2060	FACILITIES MAINTENANCE				
101-30-XXXX	2061	CUSTODIAL SUPPLIES	43,171	44,000	44,100	43,000
101-30-XXXX	2062	MTCE & REPAIR SUPPLIES	30,543	27,500	23,500	7,500
101-30-XXXX	2063	FACILITY MTCE SERVICES/CONTRACTS	176,642	193,600	192,000	82,000
101-30-XXXX	2064	BUILDING TRADE SUPPLIES	13,468	10,500	9,100	-
101-30-XXXX	2069	CONTRACT SVC/PROJECTS	81,312	52,800	51,000	139,600
101-30-XXXX	2072	CUSTODIAL SUPPLY-TRANSIT/PUBLIC SVS	19,149	18,900	18,900	15,000
101-30-XXXX	2080	CONTRACT SVC/NON-CLASS	54,068	61,310	60,000	177,700
101-30-XXXX	2090	EQUIP MTCE & SUPPLIES	2,000	2,000	2,000	2,000
101-30-XXXX	2100	UTILITIES	166,214	224,800	213,080	218,900
101-30-XXXX	2150	RENTAL EXPENSE	60	100	100	100
101-30-XXXX	2170	SPECIAL MAT'LS-SUPPLIES	28,838	25,000	22,000	37,500
101-30-XXXX	2190	TELEPHONE & FAX	5,951	6,974	7,300	7,500
101-30-XXXX	2220	VEHICLE MTCE & SUPPLIES	36,956	31,400	33,400	29,900
101-30-XXXX	2231	VANDALISM REPAIR	908	1,000	1,000	2,500
OPERATING EXPENDITURES:			659,280	699,884	677,480	763,200

FACILITIES MAINTENANCE - TOTAL ALL FACILITIES

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-XXXX	3850	C/O-TOOLS & WORK EQUIP	5,442	3,400	3,400	-
101-30-XXXX	3880	C/O-MISCELLANEOUS OTHER	1,880	1,000	1,000	2,800
CAPITAL OUTLAY EXPENDITURES:			7,323	4,400	4,400	5,100
GENERAL FUND - TOTAL FACILITIES MAINTENANCE TOTAL:			1,643,194	1,777,387	1,749,958	1,861,470
745-30-XXXX	3860	C/O-OFFICE EQUIPMENT	328	-	-	-
COMPUTERS & TECHNOLOGY REPLACEMENT FUND - TOTAL FACILITIES MAINTENANCE TOTAL:			328	-	-	-
747-30-XXXX	2080	CONTRACT SVC/NON-CLASS	5,000	-	-	-
747-30-XXXX	2069	CONTRACT SVC/PROJECTS	-	-	-	240,000
BUILDING REPLACEMENT FUND - TOTAL FACILITIES MAINTENANCE TOTAL:			5,000	-	-	240,000
TOTAL FACILITIES MAINTENANCE TOTAL (ALL FUNDS):			1,648,522	1,777,387	1,749,958	2,101,470

Budget Program: Public Services - Facilities Maintenance - City Hall,

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Maintenance Supervisor (a)	0.90	0.45	38,697	Maintenance Assistant	8,320	2,340	2	34,932
Maintenance Worker III (b)	2.00	1.00	65,208	Youth Worker	-	520	1	5,460
Maintenance Worker II	2.47	1.00	58,920					
Maintenance Worker I (c)	4.30	1.50	72,702					
(a) 44% Transportation / Public Services - Facilities Maint., 11% Transportation Center Operations								
(b) 100% Transportation / Public Services - Facilities Maint.								
(c) 50% Transportation / Public Services - Facilities Maint.								
TOTAL	9.67	3.95	235,527	TOTAL	8,320	2,860	3	40,392

PUBLIC SERVICES

Facilities Maintenance - City Hall (3202)

ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2061	Custodial Supplies: City Hall and Parking Structure	\$ 16,000
2063	Facility Maintenance Services:	28,000
	<i>HVAC repairs</i>	<i>12,000</i>
	<i>Backflow Device Repairs</i>	<i>1,000</i>
	<i>Misc. plumbing, electrical, flooring and mechanical repairs</i>	<i>15,000</i>
2069	Contract Services/Projects: Electrical Panel Refurbishment/Maintenance	16,500
2080	Contract Services - Non-Classified:	69,400
	<i>Security Alarm Services</i>	<i>2,000</i>
	<i>Landscape Maintenance</i>	<i>17,000</i>
	<i>Tree Trimming - City Hall Parking Lot</i>	<i>10,500</i>
	<i>Elevator Maintenance</i>	<i>2,500</i>
	<i>HVAC Maintenance</i>	<i>5,800</i>
	<i>City Hall Chiller Maintenance</i>	<i>10,000</i>
	<i>Fire System Testing / Maintenance</i>	<i>4,000</i>
	<i>Plant Maintenance Inside Facilities</i>	<i>600</i>
	<i>Diesel Fuel Tank Service</i>	<i>5,000</i>
	<i>Pest Control</i>	<i>2,000</i>
	<i>Generator Testing / Maintenance</i>	<i>3,000</i>
	<i>Waste Disposal</i>	<i>1,100</i>
	<i>Misc. Mechanical and Building Services</i>	<i>3,900</i>
	<i>Tile Cleaning and Sealing Restrooms City Hall and Trans/Pub Svc</i>	<i>2,000</i>

PUBLIC SERVICES

Facilities Maintenance - City Hall (3202)

ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2090	Equipment Maint & Supplies: City Hall generator and air compressor inspections, radios and auto scrubber	1,000
2150	Rental Expense: Equipment rental - Facilities Pager	100
2170	Special Materials & Supplies: Electrical, plumbing, roofing, lumber, etc., and facility repair materials and special equipment for all buildings and activities	12,500
2231	Vandalism Repairs: Vandalism repairs for City Hall and Transit/Pub Svc facilities	500
3870	Capital Outlay - Furniture & Fixtures: Chairs, stackable - conference room 4 -20 ea.	2,300
747-2069	Contract Services/Projects: <i>Chiller replacement</i> <i>Replace cargo elevator</i>	240,000 90,000 150,000

FACILITIES MAINTENANCE - CITY HALL

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-3202	1020	SALARIES & WAGES	525,188	560,573	551,404	235,527
101-30-3202	1030	PART TIME WAGES	105,162	118,261	112,814	40,392
101-30-3202	1040	OVERTIME SALARY & WAGES	381	-	-	-
101-30-3202	1048	MEDICAL OPT-OUT-GEN. UNIT	920	4,800	1,351	4,800
101-30-3202	1049	BILINGUAL/CERTIFICATE PAY	4,110	2,256	5,664	1,268
101-30-3202	1050	STAND BY PAY	1,148	-	1,432	-
101-30-3202	1060	PAID SICK LEAVE	6,860	9,600	9,600	7,580
101-30-3202	1065	ACCRUED PAID VACATION	17,570	14,400	15,292	15,590
101-30-3202	1070	PAID SICK LEAVE ON TERMIN	-	-	4,057	-
101-30-3202	1080	MEDICARE	7,926	10,553	8,513	4,442
101-30-3202	1082	PERS - EMPLOYEES' PORTION	29,556	20,535	20,952	9,424
101-30-3202	1083	PERS - EMPLOYER PORTION	118,914	133,291	131,997	60,242
101-30-3202	1085	LIFE INSURANCE	1,850	1,929	1,879	828
101-30-3202	1088	LONG-TERM DISABILITY INSURANCE	5,410	5,444	4,962	2,379
101-30-3202	1090	MEDICAL INS - FT EMPLOYEES	85,843	84,523	89,439	41,397
101-30-3202	1091	DENTAL INS - FT EMPLOYEES	10,113	12,112	10,792	5,520
101-30-3202	1092	VISION INS - FT EMPLOYEES	1,510	1,276	1,511	583
101-30-3202	1093	MEDICAL INS - PT EMPL	4,361	2,820	5,750	6,240
101-30-3202	1094	DENTAL INS - PT EMPL	2,222	1,430	2,723	2,800
101-30-3202	1095	MEDICAL INS - RETIREES	47,488	50,100	49,446	54,700
101-30-3202	1096	UNEMPLOYMENT INSURANCE	19	910	-	-
101-30-3202	1097	WORKER'S COMPENSATION	-	38,290	38,290	36,494
101-30-3202	1100	ACA AFFORDABILITY STIPEND	41	-	212	440
PERSONNEL EXPENDITURES:			976,551	1,073,103	1,068,078	530,645

FACILITIES MAINTENANCE - CITY HALL

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-3202	2061	CUSTODIAL SUPPLIES	16,976	17,500	16,000	16,000
101-30-3202	2063	FACILITY MTCE SERVICES/CONTRACTS	124,102	135,700	135,000	28,000
101-30-3202	2069	CONTRACT SVC/PROJECTS	45,702	41,800	40,000	16,500
101-30-3202	2072	CUSTODIAL SUPPLY-TRANSIT/PUBLIC SVS	19,149	18,900	18,900	15,000
101-30-3202	2080	CONTRACT SVC/NON-CLASS	54,068	61,310	60,000	69,400
101-30-3202	2090	EQUIP MTCE & SUPPLIES	2,000	2,000	2,000	1,000
101-30-3202	2100	UTILITIES	166,214	224,800	213,080	218,900
101-30-3202	2150	RENTAL EXPENSE	60	100	100	100
101-30-3202	2170	SPECIAL MAT'LS-SUPPLIES	28,838	25,000	22,000	12,500
101-30-3202	2190	TELEPHONE & FAX	5,951	6,974	7,300	7,500
101-30-3202	2220	VEHICLE MTCE & SUPPLIES	36,956	31,400	33,400	29,900
101-30-3202	2231	VANDALISM REPAIR	908	1,000	1,000	500
OPERATING EXPENDITURES:			500,925	566,484	548,780	415,300

FACILITIES MAINTENANCE - CITY HALL

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-3202	3850	C/O-TOOLS & WORK EQUIP	5,442	3,400	3,400	-
101-30-3202	3870	C/O-FURNITURE AND FIXTURES	-	-	-	2,300
101-30-3202	3880	C/O-MISCELLANEOUS OTHER	1,880	1,000	1,000	-
CAPITAL OUTLAY EXPENDITURES:			7,323	4,400	4,400	2,300
GENERAL FUND - FACILITIES MAINTENANCE TOTAL:			1,484,839	1,643,987	1,621,258	948,245
745-30-3202	3860	C/O-OFFICE EQUIPMENT	328	-	-	-
EQUIPMENT REPLACEMENT FUND - FACILITIES MAINTENANCE TOTAL:			328	-	-	-
747-30-3202	2080	CONTRACT SVC/NON-CLASS	5,000	-	-	-
747-30-3202	2069	CONTRACT SVC/PROJECTS	-	-	-	240,000
BUILDING REPLACEMENT FUND - FACILITIES MAINTENANCE TOTAL:			5,000	-	-	240,000
FACILITIES MAINTENANCE TOTAL (ALL FUNDS):			1,490,167	1,643,987	1,621,258	1,188,245

Budget Program: Public Services - Facilities Maintenance - Transportation/Public Services, 3205

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Maintenance Supervisor (a)	0.00	0.44	37,837	Maintenance Assistant	0	3,640	3	54,338
Maintenance Worker III (b)	0.00	1.00	65,208					
Maintenance Worker II (c)	0.00	0.74	43,601					
Maintenance Worker I (d)	0.00	0.50	24,234					
(a) 45% City Hall - Facilities Maint., 11% Transportation Center Operations								
(b) 100% City Hall - Facilities Maint.								
(c) 70% Parking Structure Maint., 56% Transportation Center Operations								
(d) 50% City Hall - Facilities Maint.								
TOTAL	0.00	2.68	170,880	TOTAL	0	3,640	3	54,338

PUBLIC SERVICES

Facilities Maintenance - Transit/Public Services

ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2063	Facility Maintenance Services: <i>HVAC Repairs</i> <i>Steel Door Repairs</i> <i>Backflow Device Repairs</i> <i>Misc. Plumbing, Electrical, Flooring and Mechanical Repairs</i>	\$ 29,000 8,000 2,500 2,000 16,500
2080	Contract Services - Non-Classified: <i>Security Alarm Services</i> <i>Landscape Maintenance</i> <i>Elevator Maintenance</i> <i>HVAC Maintenance</i> <i>Fire System Testing / Maintenance</i> <i>Maintenance of Rollup Doors</i> <i>Plant Maintenance Inside Facilities</i> <i>Pest Control</i> <i>Eyewash Stations - Maintenance</i> <i>Floor Machine Servicing</i> <i>Refrigeration / Ice Machines</i> <i>Cleaning of Floor Mats, Runners and Misc. Items</i> <i>Window Cleaning</i> <i>Misc. Mechanical and Building Services</i> <i>Tile Cleaning and Sealing Restrooms</i> <i>CNG Monitoring Maint - PS Bays</i>	55,700 8,000 11,500 5,000 6,200 2,000 1,000 600 1,000 1,500 2,000 1,000 2,500 1,500 3,900 3,000 5,000

PUBLIC SERVICES

Facilities Maintenance - Transit/Public Services

ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2090	Equipment Maint & Supplies: Air Compressor Inspections, Radios and Auto Scrubber	1,000
2170	Special Materials & Supplies: Materials and Special Equipment for all Buildings and Activities	12,500
2231	Vandalism Repairs: Vandalism Repairs	500

FACILITIES MAINTENANCE - TRANSPORTATION / PUBLIC SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-3205	1020	SALARIES & WAGES	-	-	-	170,880
101-30-3205	1030	PART TIME WAGES	-	-	-	54,338
101-30-3205	1049	BILINGUAL/CERTIFICATE PAY	-	-	-	1,456
101-30-3205	1080	MEDICARE	-	-	-	3,307
101-30-3205	1082	PERS - EMPLOYEES' PORTION	-	-	-	6,839
101-30-3205	1083	PERS - EMPLOYER PORTION	-	-	-	43,707
101-30-3205	1085	LIFE INSURANCE	-	-	-	578
101-30-3205	1088	LONG-TERM DISABILITY INSURANCE	-	-	-	1,726
101-30-3205	1090	MEDICAL INS - FT EMPLOYEES	-	-	-	27,681
101-30-3205	1091	DENTAL INS - FT EMPLOYEES	-	-	-	3,746
101-30-3205	1092	VISION INS - FT EMPLOYEES	-	-	-	397
101-30-3205	1097	WORKER'S COMPENSATION	-	-	-	2,181
PERSONNEL EXPENDITURES:			-	-	-	316,836

FACILITIES MAINTENANCE - TRANSPORTATION / PUBLIC SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-3205	2063	FACILITY MTCE SERVICES/CONTRACTS	-	-	-	29,000
101-30-3205	2069	CONTRACT SVC/PROJECTS	-	-	-	-
101-30-3205	2080	CONTRACT SVC/NON-CLASS	-	-	-	55,700
101-30-3205	2090	EQUIP MTCE & SUPPLIES	-	-	-	1,000
101-30-3205	2170	SPECIAL MAT'LS-SUPPLIES	-	-	-	12,500
101-30-3205	2231	VANDALISM REPAIR	-	-	-	500
OPERATING EXPENDITURES:			-	-	-	98,700
GENERAL FUND - TRANSPORTATION/ PUBLIC SERVICES FACILITIES MAINTENANCE TOTAL:			-	-	-	415,536
TRANSPORTATION /PUBLIC SERVICES FACILITIES MAINTENANCE TOTAL (ALL FUNDS):			-	-	-	415,536

Budget Program:

Public Services - Facilities Maintenance - Social Services, 4101

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Maintenance Worker I	0.00	1.00	48,468	Maintenance Assistant	0	1,040	1	15,526
TOTAL	0.00	1.00	48,468	TOTAL	0	1,040	1	15,526

PUBLIC SERVICES

Facilities Maintenance - Social Services

ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2061	Custodial Supplies: Social Services	\$ 7,000
2062	Maint & Repair Services & Supplies:	2,500
2063	Facility Maintenance Services:	9,000
	<i>HVAC Repairs</i>	<i>4,000</i>
	<i>Misc. Plumbing, Electrical, Flooring and Mechanical Repairs</i>	<i>2,500</i>
	<i>Tile Cleaning and Sealing Restrooms</i>	<i>2,500</i>
2069	Contract Services/Projects:	114,000
	Air Duct Cleaning	24,000
	<i>Fire System Installation - smoke detectors/enunciator - Library</i>	<i>45,000</i>
	<i>Fire System Installation - smoke detectors/enunciator - Soc Svc</i>	<i>45,000</i>

PUBLIC SERVICES

Facilities Maintenance - Social Services

ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2080	Contract Services - Non-Classified: <i>Security Alarm Services</i> <i>Landscape Maintenance</i> <i>HVAC Maintenance</i> <i>Pest Control</i> <i>Ice Machine Maintenance</i> <i>Appliance Maintenance</i> <i>Cleaning of Floor Mats, Runners and Misc. Items</i> <i>Disposal Services</i> <i>Plant Service - Interior</i>	24,100 <i>5,500</i> <i>11,100</i> <i>2,000</i> <i>800</i> <i>600</i> <i>1,000</i> <i>1,100</i> <i>1,100</i> <i>900</i>
2170	Special Materials & Supplies: Electrical, Plumbing, Roofing, Lumber, etc.	2,500
2231	Vandalism Repairs: Vandalism Repairs	1,000
3880	Capital Outlay - Miscellaneous Other: <i>Flow Meter for Calsense Irrigation Controller</i>	2,800

FACILITIES MAINTENANCE - SOCIAL SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-4101	1020	SALARIES & WAGES	-	-	-	48,468
101-30-4101	1030	PART TIME WAGES	-	-	-	15,526
101-30-4101	1049	BILINGUAL/CERTIFICATE PAY	-	-	-	650
101-30-4101	1080	MEDICARE	-	-	-	947
101-30-4101	1083	PERS - EMPLOYER PORTION	-	-	-	12,397
101-30-4101	1085	LIFE INSURANCE	-	-	-	188
101-30-4101	1088	LONG-TERM DISABILITY INSURANCE	-	-	-	490
101-30-4101	1090	MEDICAL INS - FT EMPLOYEES	-	-	-	7,025
101-30-4101	1091	DENTAL INS - FT EMPLOYEES	-	-	-	1,397
101-30-4101	1092	VISION INS - FT EMPLOYEES	-	-	-	147
101-30-4101	1097	WORKER'S COMPENSATION	-	-	-	619
PERSONNEL EXPENDITURES:			-	-	-	87,854

FACILITIES MAINTENANCE - SOCIAL SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-4101	2061	CUSTODIAL SUPPLIES	6,195	6,000	7,600	7,000
101-30-4101	2062	MTCE & REPAIR SUPPLIES	13,286	8,500	8,000	2,500
101-30-4101	2063	FACILITY MTCE SERVICES/CONTRACTS	24,698	29,300	29,000	9,000
101-30-4101	2064	BUILDING TRADE SUPPLIES	3,026	2,500	3,100	-
101-30-4101	2069	CONTRACT SVC/PROJECTS	12,500	-	-	114,000
101-30-4101	2080	CONTRACT SVC/NON-CLASS	-	-	-	24,100
101-30-4101	2170	SPECIAL MAT'LS-SUPPLIES	-	-	-	2,500
101-30-4101	2231	VANDALISM REPAIR	-	-	-	1,000
OPERATING EXPENDITURES:			59,705	46,300	47,700	160,100
101-30-4101	3880	MISCELLANEOUS OTHER	-	-	-	2,800
CAPITAL OUTLAY EXPENDITURES:			-	-	-	2,800
GENERAL FUND - SOCIAL SERVICES FACILITIES MAINTENANCE TOTAL:			59,705	46,300	47,700	250,754
SOCIAL SERVICES FACILITIES MAINTENANCE TOTAL (ALL FUNDS):			59,705	46,300	47,700	250,754

Budget Program:

Public Services - Facilities Maintenance - Senior Center, 4104

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Maintenance Worker II	0.00	1.00	58,920	Maintenance Assistant	0	1,040	1	15,526
Maintenance Worker I	0.00	1.00	40,706					
TOTAL	0.00	2.00	99,626	TOTAL	0	1,040	1	15,526

PUBLIC SERVICES

Facilities Maintenance - Senior Center

ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2061	Custodial Supplies: Senior Center	\$ 20,000
2062	Maint & Repair Services & Supplies:	5,000
2063	Facility Maintenance Services:	16,000
	<i>HVAC Repairs</i>	<i>3,000</i>
	<i>Misc. Plumbing, Electrical, Flooring & Mechanical Repairs</i>	<i>4,500</i>
	<i>Tile Cleaning and Sealing Restrooms</i>	<i>5,000</i>
	<i>Fire and Sprinkler System Inspections</i>	<i>2,500</i>
	<i>Window Cleaning</i>	<i>1,000</i>
2069	Contract Services/Projects:	9,100
	<i>Coffee Cabinet Wood Restoration</i>	<i>6,000</i>
	<i>MPR Folding Door Rehabilitation</i>	<i>3,100</i>

PUBLIC SERVICES

Facilities Maintenance - Senior Center

ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2080	Contract Services - Non-Classified: <i>Security Alarm Services</i> <i>Landscape Maintenance</i> <i>HVAC Maintenance</i> <i>Pest Control</i> <i>Ice Machine Maintenance</i> <i>Appliance Maintenance</i> <i>Cleaning of Floor Mats, Runners and Misc. Items</i> <i>Fire and Sprinkler Alarm Monitoring and Inspections</i> <i>Disposal Services</i> <i>Misc. Contract Services for Small Equipment, Backflow, etc.</i> <i>Plant Service - Interior</i>	28,500 2,400 7,600 2,000 1,000 600 2,000 1,100 3,300 2,100 2,500 3,900
2170	Special Materials & Supplies: Electrical, Plumbing, Roofing, Lumber, Flooring, Mechanical, etc.	10,000
2231	Vandalism Repairs: Vandalism Repairs	500

FACILITIES MAINTENANCE - SENIOR CENTER

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-4104	1020	SALARIES & WAGES	-	-	-	99,626
101-30-4104	1030	PART TIME WAGES	-	-	-	15,526
101-30-4104	1049	BILINGUAL/CERTIFICATE PAY	-	-	-	650
101-30-4104	1080	MEDICARE	-	-	-	1,689
101-30-4104	1083	PERS - EMPLOYER PORTION	-	-	-	25,481
101-30-4104	1085	LIFE INSURANCE	-	-	-	242
101-30-4104	1088	LONG-TERM DISABILITY INSURANCE	-	-	-	1,006
101-30-4104	1090	MEDICAL INS - FT EMPLOYEES	-	-	-	10,800
101-30-4104	1091	DENTAL INS - FT EMPLOYEES	-	-	-	1,397
101-30-4104	1092	VISION INS - FT EMPLOYEES	-	-	-	147
101-30-4104	1097	WORKER'S COMPENSATION	-	-	-	1,272
PERSONNEL EXPENDITURES:			-	-	-	157,836

FACILITIES MAINTENANCE - SENIOR CENTER

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-4104	2061	CUSTODIAL SUPPLIES	19,999	20,500	20,500	20,000
101-30-4104	2062	MTCE & REPAIR SUPPLIES	17,256	19,000	15,500	5,000
101-30-4104	2063	FACILITY MTCE SERVICES/CONTRACTS	27,842	28,600	28,000	16,000
101-30-4104	2064	BUILDING TRADE SUPPLIES	10,442	8,000	6,000	-
101-30-4104	2069	CONTRACT SVC/PROJECTS	23,110	11,000	11,000	9,100
101-30-4104	2080	CONTRACT SVC/NON-CLASS	-	-	-	28,500
101-30-4104	2170	SPECIAL MAT'LS-SUPPLIES	-	-	-	10,000
101-30-4104	2231	VANDALISM REPAIR	-	-	-	500
OPERATING EXPENDITURES:			98,650	87,100	81,000	89,100
GENERAL FUND - SENIOR CENTER FACILITIES MAINTENANCE TOTAL:			98,650	87,100	81,000	246,936
SENIOR CENTER FACILITIES MAINTENANCE TOTAL (ALL FUNDS):			98,650	87,100	81,000	246,936

PUBLIC SERVICES

Civic Center Parking Structure

ACTIVITIES AND OBJECTIVES

Description of Activities

The Norwalk Civic Center Parking Structure provides parking facilities for visitors and employees of the Los Angeles County Courthouse, and patrons of the Norwalk Civic Center and Norwalk Entertainment Center. The tri-level structure has 1,019 parking spaces providing easily accessible and safe parking for visitors to the Norwalk Civic Center area. Management services for the Parking Structure, including booth/facility staffing, power sweeping, and landscaping are provided by private management companies.

Objectives

- Provide quality/proactive maintenance throughout the facility.
- Provide efficient facility management.
- Provide safe parking for Civic Center/Entertainment Center patrons.
- Provide an efficient parking payment method operation and continue reviewing rates and cost efficiencies for adjustments as necessary.
- Install automated parking system for reduced costs and improved efficiency.

Funded by Parking Structure Revenue (Fund 243)

Budget Program:

Public Services - Parking Structure Maintenance, 3203

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Maintenance Worker I	0.70	0.00	-	Public Safety Officer (b)	3,432	3,432	2	90,019
Maintenance Worker II (a)	0.00	0.70	41,244					
(a) 30% Facilities Maintenance								
(b) Under Public Safety (2101) supervision								
TOTAL	0.70	0.70	41,244	TOTAL	3,432	3,432	2	90,019

PUBLIC SERVICES
Civic Center Parking Structure
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2063	Facility Maintenance Services:	\$ 14,500
	<i>Elevator maintenance</i>	2,500
	<i>General maintenance repairs - plant material, paint, lights, etc.</i>	6,000
	<i>Window cleaning</i>	2,000
	<i>Fire protection services</i>	1,500
	<i>Gate Repairs</i>	2,500
2069	Contract Services - Projects:	19,500
	<i>Spalling and concrete repairs</i>	19,500
2080	Contract Services - Non-Classified:	255,500
	Contract management of facility including security, booth/facility staffing, management operations, and general facility maintenance	173,000
	<i>Elevator maintenance</i>	6,000
	<i>Structure sweeping services</i>	34,000
	<i>Landscaping maintenance</i>	10,000
	<i>Maintenance services - misc. striping, hose reels, etc.</i>	5,000
	<i>Pest Control</i>	500
	<i>Access card reader maintenance</i>	5,000
	<i>Kiosk payment system maintenance</i>	22,000
2170	Special Materials/Supplies:	5,000
	Materials needed for daily structure operation - paint, bulbs, chemicals, trash can liners, etc.	
2231	Vandalism Repair:	2,500
	Vandalshield window covering, fire box repair/extinguishers, etc.	

PARKING STRUCTURE OPERATIONS

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
243-30-3203	1020	SALARIES & WAGES	33,187	32,623	42,270	41,244
243-30-3203	1030	PART TIME WAGES / PSO	33,670	89,127	42,811	90,019
243-30-3203	1048	MEDICAL OPT-OUT GEN. UNIT	-	-	-	-
243-30-3203	1049	BILINGUAL/CERTIFICATE PAY	383	-	528	455
243-30-3203	1060	PAID SICK LEAVE	-	300	300	300
243-30-3203	1065	ACCRUED PAID VACATION	-	1,200	1,200	1,200
243-30-3203	1080	MEDICARE	962	1,787	1,196	1,939
243-30-3203	1082	PERS - EMPLOYEES' PORTION	1,989	2,284	1,719	1,650
243-30-3203	1083	PERS - EMPLOYER PORTION	7,558	7,993	10,203	10,549
243-30-3203	1085	LIFE INSURANCE	123	127	152	160
243-30-3203	1088	LONG-TERM DISABILITY INSURANCE	335	329	412	417
243-30-3203	1090	MEDICAL INS - FT EMPLOYEES	4,560	4,554	6,231	7,560
243-30-3203	1091	DENTAL INS - FT EMPLOYEES	994	978	1,078	978
243-30-3203	1092	VISION INS - FT EMPLOYEES	106	103	120	103
243-30-3203	1093	MEDICAL INS - PT EMPLOYEES	1,060	-	1,622	-
243-30-3203	1097	WORKER'S COMPENSATION	-	706	545	527
243-30-3203	1098	OPEB - ACTIVE FT EMPLOYEES	5,500	5,600	5,600	5,800
PERSONNEL EXPENDITURES:			90,426	147,711	110,387	162,901

PARKING STRUCTURE OPERATIONS

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
243-30-3203	2063	FACILITY MTCE SVC/CONTRACTS	52,839	57,400	56,000	14,500
243-30-3203	2069	CONTRACT SVC/PROJECTS	-	-	-	19,500
243-30-3203	2080	CONTRACT SVC/NON-CLASS	171,825	189,100	180,000	255,500
243-30-3203	2081	CONTRACT SVC/SPECIAL STUDY	-	2,500	4,500	-
243-30-3203	2100	UTILITIES	35,270	44,466	36,500	37,500
243-30-3203	2170	SPECIAL MAT'LS-SUPPLIES	6,961	5,000	5,000	5,000
243-30-3203	2190	TELEPHONE & FAX	2,364	2,346	3,800	3,900
243-30-3203	2231	VANDALISM REPAIR	2,780	2,500	2,534	2,500
243-30-3203	2450	LIAB, FIRE & OTHERS INS.	5,090	7,680	7,000	14,600
OPERATING EXPENDITURES:			277,129	310,992	295,334	353,000
243-90-9320	3990	TRANSFER TO DEBT SERVICE FUND	254,050	253,861	253,861	255,907
PARKING STRUCTURE OPERATION FUND TOTAL:			621,605	712,565	665,182	771,807

PUBLIC SERVICES

Norwalk/Santa Fe Springs Transportation Center ACTIVITIES AND OBJECTIVES

Description of Activities

The City of Norwalk, as the lead agency for the Norwalk/Santa Fe Springs Transportation Center, will operate the facility in conjunction with the City of Santa Fe Springs. Costs for maintenance and operation of the Transportation Center are shared equally between the two cities.

The Transportation Center serves the business community and public agencies in providing alternative means of transportation for residents of Norwalk and neighboring communities. The Norwalk/Santa Fe Springs Transportation Center continues to serve as a key link in the regional transportation system.

Objectives

- Provide quality/proactive maintenance throughout the facility.
- Provide a safe and clean parking location for Transportation Center users, and continue providing security services through the Norwalk Department of Public Safety.
- Collaborate with surrounding Cities to gather input to provide business and public agencies with a convenient transportation alternative for employees.
- Monitor and implement maintenance upgrades in an effort to improve the overall appearance of the Center.
- Install Electric Vehicle Charging Stations.

Funded by Proposition C Entitlement (Fund 227) and 50% of cost reimbursement from the City of Santa Fe Springs

PUBLIC SERVICES

Norwalk/Santa Fe Springs Transportation Center ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2063	Facility Maintenance Services:	\$ 9,000
	<i>Elevator repair</i>	2,500
	<i>General Maint - Plant material, paint, lights, etc.</i>	3,500
	<i>Window cleaning</i>	1,000
	<i>Fire sprinkler repairs</i>	2,000
2069	Contract Services - Projects:	77,500
	<i>Concrete repairs - Cracking/chipping</i>	2,500
	<i>Lighting upgrades - Parking lots - LED fixtures</i>	10,000
	<i>Painting - Parking structure, stairs and wrought iron</i>	65,000
2080	Contract Services - Non-Classified:	38,300
	<i>Elevator Maintenance</i>	4,000
	<i>Structure sweeping services</i>	18,500
	<i>Landscaping maintenance</i>	5,500
	<i>Alarm monitoring</i>	4,000
	<i>Maintenance services - Misc.</i>	1,500
	<i>Pest control</i>	500
	<i>Online/ticket pass maint. And hosting fee - permit store</i>	1,600
	<i>Citation processing/management - misc.</i>	200
	<i>Electric Vehicle charging station maintenance</i>	2,500

PUBLIC SERVICES

Norwalk/Santa Fe Springs Transportation Center ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2170	Special Materials/Supplies: Maintenance supplies - bulbs, ballasts, paint, decals, trash can liners, etc.	5,000
2231	Vandalism Repairs: Damage to structure, windows, and platforms	2,500
2401	Parking Citations Surcharge: State mandated surcharges for parking citations	1,000

TRANSPORTATION CENTER OPERATIONS

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
227-30-3204	1020	REG SALARIES & WAGES	122,005	139,681	140,407	144,993
227-30-3204	1030	PART TIME WAGES / PSO	64,858	79,091	45,988	79,108
227-30-3204	1040	OVERTIME SALARY & WAGES	287	-	2,491	-
227-30-3204	1050	STANDBY PAY	128	-	189	-
227-30-3204	1048	MEDICAL OPT-OUT-GEN. UNIT	1,398	6,240	1,284	1,632
227-30-3204	1049	BILINGUAL/CERTIFICATE PAY	716	540	616	293
227-30-3204	1060	PAID SICK LEAVE	1,409	300	1,602	1,800
227-30-3204	1065	ACCRUED PAID VACATION	4,796	3,100	4,755	4,840
227-30-3204	1078	MANAGEMENT BENEFIT 401A	566	531	629	614
227-30-3204	1080	MEDICARE	2,695	3,449	2,722	3,389
227-30-3204	1081	MGMT BENEFIT/MEDICAL	759	806	839	856
227-30-3204	1082	PERS - EMPLOYEES' PORTION	4,362	2,228	2,329	2,417
227-30-3204	1083	PERS - EMPLOYER PORTION	27,581	33,216	33,570	37,087
227-30-3204	1085	LIFE INSURANCE	295	295	294	336
227-30-3204	1088	LONG-TERM DISABILITY INSURANCE	1,175	1,352	1,359	1,464
227-30-3204	1090	MEDICAL INS - FT EMPLOYEES	14,528	8,547	15,878	16,198
227-30-3204	1091	DENTAL INS - FT EMPLOYEES	2,291	1,090	2,388	2,557
227-30-3204	1092	VISION INS - FT EMPLOYEES	279	147	303	304
227-30-3204	1093	MEDICAL INS - PT EMPL	2,160	2,591	1,730	2,492
227-30-3204	1094	DENTAL INS - PT EMPL	8	50	35	50
227-30-3204	1097	WORKER'S COMPENSATION	1,536	2,897	2,897	1,851
227-30-3204	1098	OPEB - ACTIVE FT EMPLOYEES	17,700	16,800	17,300	17,200
PERSONNEL EXPENDITURES:			271,531	302,951	279,604	319,480

TRANSPORTATION CENTER OPERATIONS

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
227-30-3204	2063	FACILITY MTCE SVC/CONTRACTS	32,837	35,800	35,000	9,000
227-30-3204	2069	CONTRACT SVC/PROJECTS	-	56,000	56,000	77,500
227-30-3204	2080	CONTRACT SVC/NON-CLASS	8,751	8,800	8,800	38,300
227-30-3204	2100	UTILITIES	29,582	36,706	32,300	33,000
227-30-3204	2170	SPECIAL MAT'LS-SUPPLIES	5,437	5,000	5,000	5,000
227-30-3204	2190	TELEPHONE & FAX	3,147	3,060	5,300	5,400
227-30-3204	2231	VANDALISM REPAIR	2,753	4,000	2,500	2,500
227-30-3204	2401	PARKING CITATIONS SURCHARGE	1,613	850	1,000	1,000
227-30-3204	2450	LIAB, FIRE & OTHERS INS.	6,376	9,840	7,500	16,150
227-30-3204	2081	CONTRACT SVC/SPECIAL STUDY	-	2,500	5,000	-
OPERATING EXPENDITURES:			90,496	162,556	158,400	187,850
227-30-3204	3880	MISCELLANEOUS OTHER	-	28,500	28,500	-
CAPITAL OUTLAY EXPENDITURES:			-	28,500	28,500	-
TRANSIT CENTER OPERATION FUND TOTAL:			362,027	494,007	466,504	507,330

PUBLIC SERVICES

Street Maintenance

ACTIVITIES AND OBJECTIVES

Description of Activities

The Street Maintenance Section is responsible for maintaining 187 miles of asphalt pavement and 400 miles of sidewalks citywide. The Section prepares designated streets for overlay utilizing several repair methods, and maintains 220,000 square feet of drainage, 11,250 square feet of culverts, 5,700 linear feet of dead-ends and cul-de-sacs, and 306,825 square feet of City owned lots, hillsides, parkways and commercial sidewalks. Additionally, this Section maintains trash receptacles at various locations citywide.

Objectives

- Repair damaged asphalt prior to street improvement projects citywide.
- Improve street and alley conditions causing hazardous road situations utilizing in-house resources and equipment.
- Collaborate with the Engineering Department at regular scheduled meetings to set goals and determine deteriorating citywide street and alley conditions for future Capital Improvement project planning.
- Repair damaged sidewalks and curb & gutter citywide in a timely and efficient manner, as soon as hazards are reported or identified/observed.
- Maintain cleanliness of bus benches, shelters, and trash receptacles at all bus stop locations citywide, via oversight of contractor performance.
- Remove illegally dumped or abandoned items from the City's right-of-way/alleyways, where causing hazardous situations and/or obstructing traffic.
- Complete replacement of damaged concrete on center medians citywide.

Partially funded from Gas Tax (Fund 204), Measure R (228) & Highway User Tax Section 2103 (Fund 426)

Budget Program:

Public Services - Street Maintenance, 3302

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Maintenance Supervisor (a)	0.45	0.45	38,697					
Maintenance Worker III (b)	1.00	0.75	48,906					
Maintenance Worker II	3.00	3.00	176,760					
Facility Maintenance I	1.00	1.00	51,936					
(a) 10% Street Sweeping, 45% Graffiti								
(b) 25% Sewer								
TOTAL	5.45	5.20	316,299	TOTAL	-	-	-	-

PUBLIC SERVICES
Street Maintenance
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2080	Contract Services - Non-Classified: <i>Landscaping maintenance</i> <i>Hazardous materials removal</i>	18,000 <i>10,000</i> <i>8,000</i>
2088	Contract Services - Debris Disposal: Disposal of asphalt, concrete and all debris generated by public services activities and bulky items dumped within the City right-of-ways	35,000
2090	Equipment Maintenance & Supplies: Pumps, sprayers, ventilators, grinding bits, and hydraulic hoses	300
2180	Small Tools: Finishing tools and hand tools	400
Prop C - 2080	Contract Services: Bus Stop Maintenance	112,000

PUBLIC SERVICES
Street Maintenance
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
Measure R - 2080	Contract Services:	257,500
	<i>City-wide sidewalk / curb & gutter repairs</i>	<i>250,000</i>
	<i>Bus stop repairs and street/right-of-way repairs</i>	<i>7,500</i>
Measure R - 2170	Special Materials/Supplies: Asphalt/street repair products	50,000
Highway User Tax (HUT) Section 2103 - 2080	Contract Services: Bridge Preventative Maintenance - City's Share for County Bridge Inspection/Maintenance Program	12,000
746-3820	Capital Outlay - Automotive Equipment: <i>F450 Dump truck to replace Chevrolet 3500HD dump truck unit #3144 (asset tag #8712)</i>	55,000 <i>55,000</i>

STREET MAINTENANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-3302	1020	REG SALARIES & WAGES	325,206	332,117	327,457	316,299
101-30-3302	1040	OVERTIME SALARIES	35	-	24	-
101-30-3302	1048	MEDICAL OPT-OUT-GEN. UNIT	4,880	4,800	4,547	4,800
101-30-3302	1049	BILINGUAL/CERTIFICATE PAY	950	943	886	943
101-30-3302	1050	STAND BY PAY	-	-	1,000	-
101-30-3302	1060	PAID SICK LEAVE	4,382	3,700	6,000	6,510
101-30-3302	1065	ACCRUED PAID VACATION	2,982	8,200	5,270	5,380
101-30-3302	1070	PAID SICK LEAVE ON TERMINATION	-	-	10,887	-
101-30-3302	1080	MEDICARE	3,889	5,223	4,019	4,855
101-30-3302	1082	PERS - EMPLOYEES' PORTION	19,313	13,287	13,188	12,654
101-30-3302	1083	PERS - EMPLOYER PORTION	73,389	78,971	78,265	80,901
101-30-3302	1085	LIFE INSURANCE	1,201	1,239	1,126	1,228
101-30-3302	1088	LONG-TERM DISABILITY INSURANCE	3,272	3,225	3,070	3,195
101-30-3302	1090	MEDICAL INS - FT EMPLOYEES	43,368	46,407	42,530	42,785
101-30-3302	1091	DENTAL INS - FT EMPLOYEES	6,317	6,217	5,797	5,868
101-30-3302	1092	VISION INS - FT EMPLOYEES	675	655	643	619
101-30-3302	1095	MEDICAL INS - RETIREES	27,476	24,100	30,318	40,500
101-30-3302	1097	WORKER'S COMPENSATION	-	6,606	6,606	5,473
PERSONNEL EXPENDITURES:			517,334	535,690	541,632	532,009

STREET MAINTENANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-3302	2080	CONTRACT SVC/NON-CLASS	12,239	17,900	17,900	18,000
101-30-3302	2088	CONTRA SVC-DEBRIS DISPOSE	35,902	40,600	30,000	35,000
101-30-3302	2090	EQUIP MTCE & SUPPLIES	-	300	300	300
101-30-3302	2180	SMALL TOOLS	112	400	400	400
101-30-3302	2220	VEHICLE MTCE & SUPPLIES	67,453	62,800	57,700	59,800
OPERATING EXPENDITURES:			115,705	122,000	106,300	113,500
101-30-3302	3991	INTER-FUND TXFR/HUT SECTION 2103	(50,000)	(50,000)	(83,667)	(200,000)
101-30-3302	3996	INTER-DEPT TXFR/GAS TAX	(512,600)	(570,000)	(536,333)	(434,000)
INTER-DEPARTMENTAL TRANSFERS:			(562,600)	(620,000)	(620,000)	(634,000)
GENERAL FUND - STREET MAINTENANCE TOTAL:			70,439	37,690	27,932	11,509
204-70-7199	3996	INTER-DEPT TXFR/GAS TAX	512,600	570,000	536,333	434,000
GAS TAX FUND - STREET MAINTENANCE TOTAL:			512,600	570,000	536,333	434,000

STREET MAINTENANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
227-30-3302	2080	CONTRACT SERVICES	106,433	108,500	108,500	112,000
PROP C FUND - STREET MAINTENANCE TOTAL:			106,433	108,500	108,500	112,000
228-30-3302	2080	CONTRACT SERVICES	26,083	247,600	245,000	257,500
228-30-3302	2170	SPECIAL MATERIALS/SUPPLIES	42,076	50,000	50,000	50,000
228-30-3302	3850	C/O-TOOLS & WORK EQUIP	-	-	-	-
MEASURE R FUND - STREET MAINTENANCE TOTAL:			68,159	297,600	295,000	307,500

STREET MAINTENANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
426-30-3302	3991	INTER-FUND TXFR/ HUT SECTION 2103	50,000	50,000	83,667	200,000
426-30-3302	2080	CONTRACT SERVICES	-	12,000	12,000	12,000
HIGHWAY USER TAX (HUT) SECTION 2103 FUND - STREET MAINTENANCE TOTAL:			50,000	62,000	95,667	212,000
745-30-3302	3860	C/O-OFFICE EQUIPMENT	-	-	121	-
COMPUTER REPLACEMENT FUND - STREET MAINTENANCE TOTAL:			-	-	121	-
746-30-3302	3820	C/O-AUTOMOTIVE EQUIPMENT	190,768	-	67,000	55,000
VEHICLE REPLACEMENT FUND - STREET MAINTENANCE TOTAL:			190,768	-	67,000	55,000
STREET MAINTENANCE TOTAL (ALL FUNDS):			998,400	1,075,790	1,130,553	1,132,009

PUBLIC SERVICES

Traffic Maintenance

ACTIVITIES AND OBJECTIVES

Description of Activities

The Traffic Maintenance Section maintains 180 miles of street painting at over 5,600 locations. The Section maintains approximately 45,000 regulatory signs, 300 barricade/guard rails, and other traffic devices such as reflectors, bottle dots, and parking bumper stops. In addition, the Section paints parking lots at the Social Service Center, Senior Citizens Center, Alondra Library, City Hall, Transportation Center, Parking Structure, and City parks, while also painting center lines on all major arterial streets and many collector streets. The Traffic Maintenance Section also installs, cleans, and maintains all City seasonal and community banners on display in the medians and City facility parking lots.

Objectives

- Respond within 24 hours to all signs knocked down by auto accidents or vandalism.
- Repaint existing painted traffic legends that have been removed due to wear, and in conjunction with street improvement programs.
- Continue replacing painted crosswalks with thermoplastic material.
- Maintain all existing sign and banner inventory on all major thoroughfares.
- Restripe all City parking lot locations.
- Restripe all major roadways on an annual basis, through use of contractors and in-house resources.
- Comply with recent and upcoming MUTCD regulation changes related to street name signs and retroreflectivity standards.
- Replace deteriorated/damaged regulatory, parking, and warning signs in and around neighborhoods City-wide.
- Replace all City Park directional signs City-wide.

Partially funded by State Gasoline Taxes (Fund 204)

Budget Program:

Public Services - Traffic Maintenance, 3303

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Water Utilities Supervisor (a)	0.05	0.10	9,029	Maintenance Assistant	1,040	1,040	1	15,526
Assistant Engineer (b)	0.00	0.10	8,450					
Maintenance Worker III	1.00	1.00	65,208					
Maintenance Worker II	1.00	1.00	58,920					
Facility Maintenance I	1.00	1.00	51,936					
(a) 40% Water, 40% Sewer, 10% Signals								
(b) 50% Sewer, 30% Water, 10% Signals								
TOTAL	3.05	3.20	193,543	TOTAL	1,040	1,040	1	15,526

PUBLIC SERVICES
Traffic Maintenance
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2080	Contract Services - Non-Classified: <i>Highway Safety Improvement Program (HSIP) grant application</i> <i>Traffic master plan</i>	\$ 240,000 <i>40,000</i> <i>200,000</i>
2090	Equipment Maintenance & Supplies: Repair parts for specialized equipment such as paint guns and hose reels	1,000
2180	Small Tools: Various hand tools and replacement costs	1,000
Measure R - 2080	Contract Services - Non-Classified: Traffic control device caused by auto accidents and bridge repairs	10,000
Measure R - 2120	Non-Illuminated Signs: City-wide warning and regulatory signs, street sweeping signage, no parking signs, misc. signage City-wide.	50,000
Measure R - 2170	Special Materials & Supplies: Paint, thinners, poles, fencing, guard rails, cones, barricades, bolts dots, bolts, cement, epoxy, etc. for right-of-way areas	20,000

PUBLIC SERVICES
Traffic Maintenance
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
Measure R - 2210	Traffic Marking Materials: Paint for striping and legend replacement	17,000
Highway User Tax (HUT)	Contract Services - Non-Classified: Re-striping of lanes/roadway markings and crosswalk thermoplastic installation	50,000

TRAFFIC MAINTENANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-3303	1020	SALARIES & WAGES	176,709	180,367	180,564	193,543
101-30-3303	1030	PART TIME WAGES	11,788	15,522	13,257	15,526
101-30-3303	1040	OVERTIME SALARY & WAGES	239	-	-	-
101-30-3303	1048	MEDICAL OPT-OUT-GEN. UNIT	4,880	4,800	4,547	4,800
101-30-3303	1049	BI-LINGUAL/CERTIFICATE PAY	1,128	-	1,311	1,300
101-30-3303	1050	STANDBY PAY	215	-	312	-
101-30-3303	1060	PAID SICK LEAVE	4,740	5,200	5,200	5,510
101-30-3303	1065	ACCRUED PAID VACATION	3,816	4,900	5,109	5,210
101-30-3303	1080	MEDICARE	2,795	3,131	2,796	3,295
101-30-3303	1082	PERS - EMPLOYEES' PORTION	10,529	7,216	7,304	7,744
101-30-3303	1083	PERS - EMPLOYER PORTION	40,013	42,888	43,349	49,504
101-30-3303	1085	LIFE INSURANCE	654	674	633	751
101-30-3303	1088	LONG-TERM DISABILITY INSURANCE	1,781	1,751	1,727	1,955
101-30-3303	1090	MEDICAL INS - FT EMPLOYEES	20,543	22,164	21,350	22,428
101-30-3303	1091	DENTAL INS - FT EMPLOYEES	2,910	2,864	2,788	2,934
101-30-3303	1092	VISION INS - FT EMPLOYEES	311	302	310	309
101-30-3303	1095	MEDICAL INS - RETIREES	33,601	40,500	30,968	32,700
101-30-3303	1097	WORKER'S COMPENSATION	-	3,096	3,096	2,690
PERSONNEL EXPENDITURES:			316,650	335,375	324,621	350,199

TRAFFIC MAINTENANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-3303	2080	CONTRACT SVC/NON-CLASS	31,987	40,000	40,000	240,000
101-30-3303	2090	EQUIP MTCE & SUPPLIES	49	1,000	1,000	1,000
101-30-3303	2170	SPECIAL MAT'LS-SUPPLIES	88	-	150	-
101-30-3303	2180	SMALL TOOLS	331	1,000	1,000	1,000
101-30-3303	2220	VEHICLE MTCE & SUPPLIES	22,324	20,300	19,600	19,900
OPERATING EXPENDITURES:			54,780	62,300	61,750	261,900
101-30-3303	3991	INTER-FUND TXFR/HUT SECTION 2103	(100,000)	(85,000)	(115,000)	(235,610)
101-30-3303	3996	INTER-DEPT TXFR/GAS TAX	(228,600)	(270,000)	(240,000)	(198,090)
GENERAL FUND - TRAFFIC MAINTENANCE TOTAL:			42,830	42,675	31,371	178,399
204-70-7199	3996	INTER-DEPT TXFR/GAS TAX	270,000	270,000	240,000	198,090
GAS TAX FUND - TRAFFIC MAINTENANCE TOTAL:			270,000	270,000	240,000	198,090

TRAFFIC MAINTENANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
228-30-3303	2080	CONTRACT SERVICES	14,064	7,600	7,600	10,000
228-30-3303	2120	NON-ILLUMINATED SIGNS	43,188	50,000	50,000	50,000
228-30-3303	2170	SPECIAL MAT'LS-SUPPLIES	15,681	20,000	20,000	20,000
228-30-3303	2210	TRAFFIC MARKING MATERIALS	11,980	17,100	17,100	17,000
MEASURE R FUND - TRAFFIC MAINTENANCE TOTAL:			84,913	94,700	94,700	97,000
426-30-3303	2080	CONTRACT SVC/NON-CLASS	58,850	75,000	75,000	50,000
426-30-3303	3991	INTER-FUND TXFR/HUT SECTION 2103	100,000	85,000	115,000	235,610
HIGHWAY USER TAX SECTION 2103 FUND - TRAFFIC MAINTENANCE TOTAL:			158,850	160,000	190,000	285,610
746-30-3303	3820	C/O-AUTOMOTIVE EQUIPMENT	136,795	-	-	-
VEHICLE REPLACEMENT FUND - TRAFFIC MAINTENANCE TOTAL:			136,795	-	-	-
TRAFFIC MAINTENANCE TOTAL (ALL FUNDS):			693,388	567,375	556,071	759,099

PUBLIC SERVICES

Signals & Street Lighting

ACTIVITIES AND OBJECTIVES

Description of Activities

The Signals & Street Lighting Section maintains 81 signalized intersections (includes three Pedestrian signals), 1 fire pre-emption signal (Norwalk x Adoree), 3 flashing beacons (Firestone, west of 5 freeway; Alondra, west of Excelsior; and Bloomfield, south of Markdale), and 276 safety lighting fixtures City-wide. This Section also has an in-house repair program in which signals and safety lighting equipment is rebuilt. Additional responsibilities include the maintenance of lights on park grounds, assistance with all electrical installations and retrofits, and maintenance of all illuminated street name signs. Also, this Section provides 24 hour emergency service response for signal outages.

Objectives

- Provide monthly preventative maintenance and inspect, monitor and adjust all signalized intersections and beacons.
- Maintain replacement of light emitting diodes (LED's) City-wide as needed.
- Conduct monthly nighttime signal, street light, and safety light inspections.
- Proactively communicate with Southern California Edison and Caltrans to address deficiencies to their agency owned lighting and/or signal infrastructure.
- Coordinate with surrounding cities, Caltrans, and LA County to continually improve traffic flow.
- Provide weekly exterior cleaning and maintenance of all signal cabinets.
- Continue cost recovery efforts for damaged signal poles/equipment caused by traffic accidents and/or electrical malfunctions caused by service providers.
- Collaborate with Caltrans on I-5 Corridor Project regarding signal synchronization and timing of intersections.

PUBLIC SERVICES
Signals & Street Lighting
 ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2090	Equipment Maintenance & Supplies: Miscellaneous equipment repairs	\$ 500
2102	Utilities - Traffic Signals: Energy costs for signalized intersections	57,000
2103	Utilities - Street Lighting: Energy costs for safety lights at intersections to illuminate pedestrian crossings	45,400
2104	Utilities - Edison Street Lights: Energy and maintenance costs for Edison-owned street lights	815,000
Measure R - 2080	Contract Services - Non-Classified: Shared signal maintenance/utility costs; signal repairs, pole replacements: <i>Artesia/Norwalk shared signal maintenance (Pioneer x 166th)</i> <i>Cerritos/Norwalk shared maintenance (Norwalk x 166th)</i> <i>Signal cabinet service and repair; contract services</i> <i>Centracs Contract</i>	25,000 5,000 2,000 8,000 10,000

PUBLIC SERVICES
Signals & Street Lighting
 ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
Measure R - 2170	Special Materials & Supplies: Electronic equipment and supplies (signal cabinet, wiring, radios, etc.)	7,500
Measure R - 2171	Special Materials - Street Safety Lights: Lights and poles, street safety light materials, parking lot lighting	5,000
Measure R - 2172	Special Materials - Signals: Lamps, hardware and specialized equipment. New controllers	40,000

SIGNALS & STREET LIGHTING

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-3304	1020	REG SALARIES & WAGES	146,971	150,003	150,199	163,183
101-30-3304	1040	OVERTIME SALARY & WAGES	13,149	14,000	12,419	14,000
101-30-3304	1049	BI-LINGUAL/CERTIFICATE PAY	580	-	661	650
101-30-3304	1050	STAND BY PAY	6,503	6,500	6,552	6,500
101-30-3304	1060	PAID SICK LEAVE	3,064	2,900	5,600	5,610
101-30-3304	1065	ACCRUED PAID VACATION	-	200	200	200
101-30-3304	1080	MEDICARE	1,236	2,577	1,247	2,767
101-30-3304	1082	PERS - EMPLOYEES' PORTION	8,732	6,001	6,056	6,529
101-30-3304	1083	PERS - EMPLOYER PORTION	33,182	35,667	35,940	41,738
101-30-3304	1085	LIFE INSURANCE	544	560	528	632
101-30-3304	1088	LONG-TERM DISABILITY INSURANCE	1,482	1,457	1,437	1,648
101-30-3304	1090	MEDICAL INS - FT EMPLOYEES	20,543	22,164	21,367	22,428
101-30-3304	1091	DENTAL INS - FT EMPLOYEES	2,910	2,864	2,791	2,934
101-30-3304	1092	VISION INS - FT EMPLOYEES	311	302	310	309
101-30-3304	1097	WORKER'S COMPENSATION	-	2,517	2,517	2,260
101-30-3304	1095	MEDICAL INS - RETIREES	-	-	-	3,700
PERSONNEL EXPENDITURES:			239,206	247,712	247,825	275,088

SIGNALS & STREET LIGHTING

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-3304	2080	CONTRACT SVC/NON-CLASS	2,655	-	-	-
101-30-3304	2090	EQUIP MTCE & SUPPLIES	122	500	-	500
101-30-3304	2102	UTILITIES-TRAFFIC SIGNALS	56,486	35,700	55,420	57,000
101-30-3304	2103	UTILITIES-SAFETY LIGHTING	44,038	46,100	44,000	45,400
101-30-3304	2104	UTILITIES-EDISON ST LIGHT	836,118	810,900	791,000	815,000
101-30-3304	2170	SPECIAL MAT'LS-SUPPLIES	891	-	-	-
101-30-3304	2180	SMALL TOOLS	-	300	200	500
101-30-3304	2190	TELEPHONE & FAX	247	1,530	-	-
101-30-3304	2220	VEHICLE MTCE & SUPPLIES	39,100	34,600	42,400	34,600
OPERATING EXPENDITURES:			979,657	929,630	933,020	953,000
101-30-3304	3996	INTER-DEPT TXFR/GAS TAX	(610,000)	(650,000)	(650,000)	(545,000)
GENERAL FUND- SIGNALS & STREET LIGHTING TOTAL:			608,863	527,342	530,845	683,088
204-70-7199	3996	INTER-DEPT TXFR/GAS TAX	650,000	650,000	650,000	545,000
GAS TAX FUND - SIGNALS & ST. LIGHTING TOTAL:			650,000	650,000	650,000	545,000

SIGNALS & STREET LIGHTING

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
228-30-3304	2080	CONTRACT SERVICES	10,532	40,000	40,000	25,000
228-30-3304	2170	SPECIAL MAT'LS- SUPPLIES	2,841	15,000	15,000	7,500
228-30-3304	2171	SPECIAL MAT'LS-ST.LIGHTS	1,975	5,000	5,000	5,000
228-30-3304	2172	SPECIAL MAT'LS-SIGNALS	43,864	53,000	53,000	40,000
228-30-3304	3880	C/O-MISCELLANEOUS OTHER	19,962	164,000	164,000	-
MEASURE R FUND - SIGNALS & ST. LIGHTING TOTAL:			79,176	277,000	277,000	77,500
745-30-3304	3860	C/O-OFFICE EQUIPMENT	-	-	1,766	-
COMPUTER REPLACEMENT FUND - SIGNALS & ST. LIGHTING TOTAL:			-	-	1,766	-
SIGNALS & STREET LIGHTING TOTAL (ALL FUNDS):			1,338,039	1,454,342	1,459,611	1,305,588

PUBLIC SERVICES

Street Sweeping

ACTIVITIES AND OBJECTIVES

Description of Activities

The Street Sweeping Section monitors street sweeping contract services which consists of weekly vacuum sweeping of 400 miles of City streets, plus public alleys and all City-owned parking facilities.

Objectives

- Provide quality Weekly Street sweeping, by contractor, of 400 curb miles citywide.

PUBLIC SERVICES

Street Sweeping

ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2080	Contract Services - Non-Classified: City-wide Street sweeping Contract Services	\$ 730,000

STREET SWEEPING

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-3402	1020	REG SALARIES & WAGES	8,413	8,598	8,598	8,600
101-30-3402	1049	BILINGUAL/CERTIFICATE PAY	66	65	65	65
101-30-3402	1060	PAID SICK LEAVE	385	400	400	380
101-30-3402	1065	ACCRUED PAID VACATION	-	500	577	590
101-30-3402	1050	STAND BY PAY	-	-	189	-
101-30-3402	1080	MEDICARE	129	140	135	141
101-30-3402	1082	PERS - EMPLOYEES' PORTION	502	344	348	344
101-30-3402	1083	PERS - EMPLOYER PORTION	1,908	2,045	2,066	2,200
101-30-3402	1085	LIFE INSURANCE	31	34	30	34
101-30-3402	1088	LONG-TERM DISABILITY INSURANCE	85	87	82	87
101-30-3402	1090	MEDICAL INS - FT EMPLOYEES	655	606	596	508
101-30-3402	1091	DENTAL INS - FT EMPLOYEES	142	140	136	140
101-30-3402	1092	VISION INS - FT EMPLOYEES	15	15	15	15
101-30-3402	1097	WORKER'S COMPENSATION	-	178	178	110
PERSONNEL EXPENDITURES:			12,331	13,152	13,415	13,214

STREET SWEEPING

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-3402	2080	CONTRACT SVC/NON-CLASS	685,651	708,400	700,000	730,000
		OPERATING EXPENDITURES:	685,651	708,400	700,000	730,000
101-30-3402	3996	INTER-DEPT TXFR/GAS TAX	(355,900)	(365,000)	(365,000)	(278,000)
101-30-3402	3998	INTER-FUND TXFR/AQMD	(87,564)	(87,564)	(87,564)	(87,564)
		GENERAL FUND - STREET SWEEPING TOTAL:	254,518	268,988	260,851	377,650
204-70-7199	3996	INTER-DEPT TXFR/GAS TAX	365,000	365,000	365,000	278,000
		GAS TAX FUND - STREET SWEEPING TOTAL:	365,000	365,000	365,000	278,000
213-30-3402	3998	INTER-FUND TFR/AB2766	87,564	87,564	87,564	87,564
		AQMD FUND - STREET SWEEPING TOTAL:	87,564	87,564	87,564	87,564
		STREET SWEEPING TOTAL (ALL FUNDS:	707,082	721,552	713,415	743,214

PUBLIC SERVICES

Graffiti Removal

ACTIVITIES AND OBJECTIVES

Description of Activities

The Graffiti Removal Section is responsible for the removal of graffiti citywide, including: City facilities, buildings and parks, medians, light poles, signal poles, traffic signs, alleys, vacant lots, etc. Graffiti removal is accomplished using, water blasting, painting or by applying an anti-graffiti chemical cleaner.

Objectives

- Continue to utilize iPad technological system for graffiti work orders and evaluate for areas of improvement.
- Maintain the City's goal of removing graffiti within 48 hours.
- Provide graffiti removal assistance to businesses citywide through collaborative efforts with the Community Development Department.
- Collaborate with business owners to enhance visual consistency of paint colors.
- Collaborate with the Public Safety Department to improve the results of graffiti abatement operations and enhance graffiti prevention efforts through conducting meetings that prioritize goals.
- Provide an efficient seven day a week graffiti removal operation including selected holidays to provide continued and uninterrupted service.

PUBLIC SERVICES

Graffiti Removal

ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2090	Equipment Maintenance & Supplies: Repair airless sprayers, guns, tips, hoses, sandblasting equipment, pressure washer, etc.	\$ 1,200
2170	Special Materials & Supplies: Sand, paint, rollers, brushes, drop clothes, paint trays, etc.	50,000

GRAFFITI REMOVAL

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-3404	1020	REG SALARIES & WAGES	246,113	272,494	266,989	268,221
101-30-3404	1030	PART TIME WAGES	32,887	38,805	29,751	38,813
101-30-3404	1040	OVERTIME SALARY & WAGES	52	-	-	-
101-30-3404	1050	STAND BY PAY	-	-	851	1,000
101-30-3404	1049	BILINGUAL/CERTIFICATE PAY	1,072	943	1,592	1,593
101-30-3404	1060	PAID SICK LEAVE	3,357	6,300	3,000	1,710
101-30-3404	1065	ACCRUED PAID VACATION	12,005	7,800	3,011	3,070
101-30-3404	1070	PAID SICK LEAVE ON TERMINATION	22,437	-	-	-
101-30-3404	1080	MEDICARE	2,568	4,856	3,264	4,582
101-30-3404	1082	PERS - EMPLOYEES' PORTION	14,723	10,902	10,788	10,730
101-30-3404	1083	PERS - EMPLOYER PORTION	55,626	64,792	64,022	68,604
101-30-3404	1085	LIFE INSURANCE	928	1,017	942	1,041
101-30-3404	1088	LONG-TERM DISABILITY INSURANCE	2,524	2,647	2,566	2,709
101-30-3404	1090	MEDICAL INS - FT EMPLOYEES	39,034	41,992	44,669	45,485
101-30-3404	1091	DENTAL INS - FT EMPLOYEES	5,968	6,217	6,059	6,217
101-30-3404	1092	VISION INS - FT EMPLOYEES	638	655	673	655
101-30-3404	1093	MEDICAL INS - PT EMPL	-	2,820	19	2,760
101-30-3404	1094	DENTAL INS - PT EMPLOYEES	-	1,430	-	1,400
101-30-3404	1095	MEDICAL INS - RETIREES	2,727	-	4,910	-
101-30-3404	1096	UNEMPLOYMENT INSURANCE	1,188	-	2,821	4,400
101-30-3404	1097	WORKER'S COMPENSATION	-	64,495	64,495	72,445
PERSONNEL EXPENDITURES:			443,846	528,165	510,422	535,434

GRAFFITI REMOVAL

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-3404	2080	CONTRACT SVC/NON-CLASS	-	-	80	-
101-30-3404	2090	EQUIP MTCE & SUPPLIES	201	1,200	1,000	1,200
101-30-3404	2170	SPECIAL MAT'LS-SUPPLIES	46,832	50,000	50,000	50,000
101-30-3404	2180	SMALL TOOLS	-	200	-	-
101-30-3404	2220	VEHICLE MTCE & SUPPLIES	66,131	48,100	50,900	45,500
OPERATING EXPENDITURES:			113,164	99,500	101,980	96,700
101-30-3404	3997	INTER-DEPT TXFR/CDBG	(55,636)	(53,948)	(53,948)	(54,090)
GENERAL FUND - GRAFFITI REMOVAL TOTAL:			501,373	573,717	558,454	578,044
207-30-3404	3997	GRAFFITI REMOVAL / CDBG FUND	55,636	53,948	53,948	54,090
CDBG FUND - GRAFFITI REMOVAL TOTAL:			55,636	53,948	53,948	54,090
GRAFFITI REMOVAL TOTAL (ALL FUNDS)			557,009	627,665	612,402	632,134

PUBLIC SERVICES

Tree Maintenance

ACTIVITIES AND OBJECTIVES

Description of Activities

The Tree Maintenance Section maintains approximately 18,000 trees Citywide. The Section operates a variety of functions, which include: daily inspections; tree pruning; tree trimming; trimming for street sweeper clearance; removal of trees (due to disease, nuisance or infection); root pruning healthy trees to prolong their existence in parkways while limiting the concrete damage they may create; replenishing the urban forest to maintain a balanced ecological climate; conducting a pest management program to ensure overall tree health; and responding to emergency requests. In addition, this Section monitors tree trimming contract services which consists of grid tree trimming Citywide.

Objectives

- Provide quality tree trimming in grids through contract services citywide, by trimming one-third of all residential areas annually.
- Plant a minimum of 250 trees citywide in the Department's continued effort to increase the City's canopy coverage.
- Remove reported and/or identified hazards within two hours of inspection.
- Continue citywide beautification efforts through median enhancement and replacement activities including tree planting.
- Continue to seek competitive funding processes through Cal-Fire, Urban Forest Councils, and other agencies, for citywide planting projects and maintain an updated urban forest inventory.
- Continue educational outreach efforts to promote preservation of existing tree resources.
- Develop a monitoring plan to track progress of the Urban Forest Management Plan's goals.
- Continue to collaborate with schools on tree planting events and presentations.
- Continue to maintain Tree City USA status and foster community support for the City's urban forestry program.
- Coordinate with CalTrans regarding planting 1,300 trees citywide.

PUBLIC SERVICES

Tree Maintenance

ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2080	Contract Services - Non-Classified: <i>Tree trimming</i> <i>Landscape services</i> <i>Bee removal</i> <i>Tree inspections</i> <i>Tree Removals - due to drought and disease</i> <i>Pest control</i> <i>Sod installation and repair</i>	\$ 340,000 304,000 10,000 3,000 10,000 10,000 2,500 500
2088	Debris Disposal: <i>Greenwaste Recycling</i>	10,000
2090	Equipment Maintenance & Supplies: Dielectric testing for aerial tower, auxiliary equipment repairs, including saws, and brush chipper maintenance	1,000
2170	Special Materials & Supplies: Trees, chemicals, stakes, fertilizer, soil, root barriers, polymers, tree ties, safety equipment, etc.	22,000
2180	Small Tools: Pruners, handsaws, rakes, brooms, shovels, etc.	1,000

TREE MAINTENANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-3502	1020	SALARIES & WAGES	278,470	290,847	283,405	269,424
101-30-3502	1030	PART TIME WAGES	11,091	15,522	6,811	15,526
101-30-3502	1040	OVERTIME SALARY & WAGES	332	2,400	1,908	2,400
101-30-3502	1048	MEDICAL OPT-OUT-GEN. UNIT	9,760	9,600	9,094	9,600
101-30-3502	1049	BILINGUAL/CERTIFICATE PAY	3,076	975	3,350	2,600
101-30-3502	1050	STANDBY PAY	66	-	810	500
101-30-3502	1060	PAID SICK LEAVE	1,926	1,800	2,000	1,980
101-30-3502	1065	ACCRUED PAID VACATION	2,769	2,400	2,686	2,740
101-30-3502	1080	MEDICARE	4,269	4,824	4,320	4,458
101-30-3502	1082	PERS - EMPLOYEES' PORTION	16,638	11,635	11,516	10,779
101-30-3502	1083	PERS - EMPLOYER PORTION	63,345	69,157	68,345	68,911
101-30-3502	1085	LIFE INSURANCE	1,054	1,084	997	1,045
101-30-3502	1088	LONG-TERM DISABILITY INSURANCE	2,870	2,825	2,721	2,721
101-30-3502	1090	MEDICAL INS - FT EMPLOYEES	23,485	24,869	23,586	21,962
101-30-3502	1091	DENTAL INS - FT EMPLOYEES	3,549	3,493	3,114	3,493
101-30-3502	1092	VISION INS - FT EMPLOYEES	379	368	378	368
101-30-3502	1094	DENTAL INS - PT EMPLOYEES	-	-	394	-
101-30-3502	1095	MEDICAL INS - RETIREES	23,980	29,400	24,581	25,700
101-30-3502	1097	WORKER'S COMPENSATION	-	9,418	9,418	8,897
PERSONNEL EXPENDITURES:			447,061	480,617	459,437	453,104

TREE MAINTENANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-3502	2080	CONTRACT SVC/NON-CLASS	308,734	322,300	320,000	340,000
101-30-3502	2088	CONTRACT SVC/DEBRIS DISPOSAL	-	-	-	10,000
101-30-3502	2090	EQUIP MTCE & SUPPLIES	773	1,000	1,000	1,000
101-30-3502	2170	SPECIAL MAT'LS-SUPPLIES	24,547	27,000	27,000	22,000
101-30-3502	2180	SMALL TOOLS	420	1,000	1,000	1,000
101-30-3502	2220	VEHICLE MTCE & SUPPLIES	115,436	74,500	105,200	74,600
OPERATING EXPENDITURES:			449,910	425,800	454,200	448,600
101-30-3502	3850	C/O-TOOLS & WORK EQUIP	-	10,000	10,000	-
CAPITAL OUTLAY EXPENDITURES:			-	10,000	10,000	-
101-30-3502	3996	INTER-DEPT TXFR/GAS TAX	(371,400)	(378,900)	(378,900)	(288,000)
GENERAL FUND - TREE MAINTENANCE TOTAL:			525,571	537,517	544,737	613,704
204-70-7199	3996	INTER-DEPT TXFR/GAS TAX	378,900	378,900	378,900	288,000
GAS TAX FUND - TREE MAINTENANCE TOTAL:			378,900	378,900	378,900	288,000

TREE MAINTENANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
213-30-3502	3820	C/O-AUTOMOTIVE EQUIPMENT	-	85,000	85,000	-
AQMD FUND - TREE MAINTENANCE TOTAL:			-	85,000	85,000	-
TREE MAINTENANCE TOTAL (ALL FUNDS):			904,471	1,001,417	1,008,637	901,704
CAL FIRE GRANT:						
101-30-3505	2173	SPECIAL MAT'LS- LANDSCAPE	100	-	-	-
GENERAL FUND - CAL FIRE GRANT TOTAL:			100	-	-	-
TREE MAINTENANCE TOTAL (ALL FUNDS)			904,571	1,001,417	1,008,637	901,704

PUBLIC SERVICES

Greenscape Maintenance

ACTIVITIES AND OBJECTIVES

Description of Activities

The Greenscape Maintenance Section is responsible for the maintenance, refurbishment, and repair of 22 miles of center island and side panel medians. In addition, this section monitors landscape maintenance contract services, which consists of maintenance of center medians, side panels, drains, and commercial sidewalks citywide.

Objectives

- Oversee the landscape maintenance contract to ensure timely maintenance, safe work sites, and quality workmanship.
- Upgrade of side panels and medians citywide with cost effective refurbishment of plant material as needed, including the use of drought tolerant species.
- Maintain a high quality appearance at all entryways into the City.
- Continue water conservation efforts and make adjustments to irrigation activities of City maintained landscaping areas.
- Seek partnership and grant opportunities for future greening and beautification projects.
- Replacement of aging irrigation backflow devices to be completed as needed.

PUBLIC SERVICES
Greenscape Maintenance
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2069	Contract Services/Projects: <i>Irrigation upgrades - Citywide medians</i> <i>Median renovation - Pioneer Blvd., Imperial to Lakeland</i>	\$ 19,200 10,000 9,200
2080	Contract Services - Non- <i>Landscape maintenance contract</i> <i>Flow testing and water line repairs</i> <i>Median plant material refurbishment</i>	257,000 240,000 12,000 5,000
2090	Equipment Maintenance & Supplies: Equipment maintenance and irrigation pump repairs	1,000
2170	Special Materials & Supplies: Plant material, fertilizers, tree stakes, irrigation timers, replacement backflows and parts	17,500
2180	Small Tools: Irrigation and landscaping tools	1,000

GREENSCAPE MAINTENANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-3503	1020	REG SALARIES & WAGES	167,686	171,407	171,398	171,420
101-30-3503	1040	OVERTIME SALARY & WAGES	7	-	26	-
101-30-3503	1050	STANDBY PAY	66	-	810	-
101-30-3503	1049	BILINGUAL/CERTIFICATE PAY	929	325	975	650
101-30-3503	1060	PAID SICK LEAVE	1,926	1,800	1,984	1,980
101-30-3503	1065	ACCRUED PAID VACATION	2,769	2,400	2,308	2,350
101-30-3503	1080	MEDICARE	2,340	2,627	2,387	2,568
101-30-3503	1082	PERS - EMPLOYEES' PORTION	9,985	6,858	6,922	6,858
101-30-3503	1083	PERS - EMPLOYER PORTION	37,936	40,757	41,082	43,844
101-30-3503	1085	LIFE INSURANCE	622	639	600	665
101-30-3503	1088	LONG-TERM DISABILITY INSURANCE	1,691	1,665	1,640	1,731
101-30-3503	1090	MEDICAL INS - FT EMPLOYEES	23,485	24,869	24,748	25,737
101-30-3503	1091	DENTAL INS - FT EMPLOYEES	3,549	3,493	3,404	3,493
101-30-3503	1092	VISION INS - FT EMPLOYEES	379	368	378	368
101-30-3503	1097	WORKER'S COMPENSATION	-	4,046	4,046	3,700
PERSONNEL EXPENDITURES:			253,370	261,254	262,709	265,364

GREENSCAPE MAINTENANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-3503	2069	CONTRACT SVC/PROJECTS	-	-	-	19,200
101-30-3503	2080	CONTRACT SVC/NON-CLASS	263,426	266,800	266,000	257,000
101-30-3503	2090	EQUIP MTCE & SUPPLIES	-	800	800	1,000
101-30-3503	2100	UTILITIES	160,416	178,700	186,150	191,000
101-30-3503	2170	SPECIAL MAT'LS-SUPPLIES	33,238	35,000	35,000	17,500
101-30-3503	2180	SMALL TOOLS	430	800	800	1,000
101-30-3503	2220	VEHICLE MTCE & SUPPLIES	27,631	27,300	25,000	25,400
OPERATING EXPENDITURES:			485,141	509,400	513,750	512,100
GENERAL FUND - GREENSCAPE MAINTENANCE TOTAL:			738,511	770,654	776,459	777,464
213-30-3503	3820	C/O-AUTOMOTIVE	73,326	45,950	45,950	-
AQMD FUND TOTAL:			73,326	45,950	45,950	-
GREENSCAPE TOTAL (ALL FUNDS):			811,837	816,604	822,409	777,464

PUBLIC SERVICES

Park Maintenance - Landscape

ACTIVITIES AND OBJECTIVES

Description of Activities

Parks Landscape Services maintains grounds, turf, trees and irrigation for 12 parks covering 125 acres, as well as Foster and Excelsior Greenbelts and 16 ball diamonds throughout the City.

Objectives

- Identify landscape maintenance and improvement projects throughout the parks.
- Design and install updating landscaping for entryways to parks, including parking lots and monuments.
- Update irrigation throughout the parks utilizing energy and water saving equipment.

Budget Program:

Public Services - Park Maintenance - Landscape, 3504

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Maintenance Supervisor	1.00	1.00	85,992	Maintenance Assistant (a)	2,080	3,120	3	46,576
Maintenance Worker III	2.00	2.00	130,416					
Maintenance Worker II	4.00	4.00	235,680					
Maintenance Worker I	4.00	4.00	189,197					
				(a) 1 position previously budgeted in Golf Course				
TOTAL	11.00	11.00	641,285	TOTAL	2,080	3,120	3	46,576

PUBLIC SERVICES
Park Maintenance - Landscape
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2061	Custodial Supplies: Janitorial supplies, trash can liners, etc.	\$ 20,000
2069	Contract Services - Projects: Calsense	3,750
2080	Contract Services - Non-Classified:	254,000
	<i>Heavy tree trim rate at parks and City Hall turf marquee - 1/2 of parks per year - 2 year cycle</i>	66,000
	<i>Landscape Maintenance - Parks, Foster and Excelsior greenbelts</i>	165,000
	<i>Backflow testing and repairs</i>	6,000
	<i>Irrigation Pump repairs</i>	5,000
	<i>Gopher Abatement Services - all parks</i>	12,000
2088	Contract Services - Debris Disposal: Greencycle Fees	6,000
2090	Equipment Maintenance & Supplies: Parts and Repairs for landscape maintenance equipment	5,000
2170	Special Materials - Supplies - Parks:	14,500
	<i>Sand replenishment for playgrounds and ballfield field mix</i>	6,000
	<i>Ballfield supplies - home plates, pitching rubbers, pegs, etc.</i>	2,500
	<i>Playground maintenance supplies</i>	5,000
	<i>Misc. park supplies</i>	1,000

PUBLIC SERVICES
Park Maintenance - Landscape
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2173	Special Materials - Supplies - Landscape: <i>Hardscape materials - decomposed granite and bark</i> <i>Seed and fertilizer</i> <i>irrigation, valves, and controllers</i> <i>Trees and plant material replacement</i> <i>Landscape maintenance chemicals</i>	43,000 10,000 6,000 10,000 15,000 2,000
2231	Vandalism Repair: Misc. repairs for vandalism to irrigation boxes, valves, etc.	1,000
3850	Capital Outlay - Tools & Equipment: <i>Spreader, Sand, Seed and Fertilizer - Repl. #2827</i>	2,500 2,500
746-3820	Capital Outlay - Automotive Equipment: <i>Truck, Tractor/Skip loader - Repl. #6130</i>	95,000 95,000

PARK MAINTENANCE- LANDSCAPE

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-3504	1020	SALARIES & WAGES	576,711	645,914	635,689	641,285
101-30-3504	1030	PART TIME WAGES	32,995	31,044	37,142	46,576
101-30-3504	1040	OVERTIME SALARY & WAGES	274	5,830	2,937	-
101-30-3504	1045	COMP TIME PAY	231	-	-	-
101-30-3504	1048	MEDICAL OPT-OUT-GEN. UNIT	8,720	-	4,592	4,800
101-30-3504	1049	BILINGUAL/CERTIFICATE PAY	3,393	-	3,872	3,250
101-30-3504	1050	STANDBY PAY	1,680	-	1,081	-
101-30-3504	1060	PAID SICK LEAVE	10,021	9,400	14,900	14,950
101-30-3504	1065	ACCRUED PAID VACATION	11,622	18,700	14,083	14,370
101-30-3504	1070	PAID SICK LEAVE ON TERMIN	3,650	-	-	-
101-30-3504	1080	MEDICARE	7,594	10,288	7,746	9,817
101-30-3504	1082	PERS - EMPLOYEES' PORTION	29,995	23,902	23,945	23,903
101-30-3504	1083	PERS - EMPLOYER PORTION	130,524	153,582	152,429	164,022
101-30-3504	1085	LIFE INSURANCE	1,895	2,410	2,091	2,332
101-30-3504	1088	LONG-TERM DISABILITY INSURANCE	5,761	6,273	6,061	6,479
101-30-3504	1090	MEDICAL INS - FT EMPLOYEES	77,865	103,218	90,810	93,679
101-30-3504	1091	DENTAL INS - FT EMPLOYEES	11,131	15,367	12,453	13,970
101-30-3504	1092	VISION INS - FT EMPLOYEES	1,304	1,617	1,496	1,470
101-30-3504	1093	MEDICAL INS - PT EMPLOYEES	30	-	184	210
101-30-3504	1094	DENTAL INS - PT EMPLOYEES	-	-	-	1,330
101-30-3504	1095	MEDICAL INS - RETIREES	102,281	116,200	96,734	101,200
101-30-3504	1097	WORKER'S COMPENSATION	67,522	74,162	74,162	80,624
PERSONNEL EXPENDITURES			1,085,199	1,217,907	1,182,407	1,224,267

PARK MAINTENANCE- LANDSCAPE

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-3504	2061	CUSTODIAL SUPPLIES	20,824	20,500	20,000	20,000
101-30-3504	2068	STA FE SPRINGS/LTL LK PK.	180,483	170,000	175,000	171,800
101-30-3504	2069	CONTRACT SVC/PROJECTS	23,900	5,000	5,000	3,750
101-30-3504	2080	CONTRACT SVC/NON-CLASS	235,040	250,300	250,000	254,000
101-30-3504	2088	CONTRACT SVC/DEBRIS DISPOSAL	5,000	6,200	6,000	6,000
101-30-3504	2090	EQUIP MTCE & SUPPLIES	7,600	5,100	5,000	5,000
101-30-3504	2100	UTILITIES	447,330	813,500	445,630	455,600
101-30-3504	2150	RENTAL EXPENSE	123	100	100	100
101-30-3504	2170	SPECIAL MAT'LS-SUPPLIES	7,779	7,500	12,000	14,500
101-30-3504	2173	SPECIAL MAT'LS-LANDSCAPE	31,590	33,000	40,000	43,000
101-30-3504	2180	SMALL TOOLS	229	200	200	-
101-30-3504	2220	VEHICLE MTCE & SUPPLIES	99,547	93,100	99,600	94,600
101-30-3504	2231	VANDALISM REPAIR	-	1,000	1,000	1,000
OPERATING EXPENDITURES			1,059,447	1,405,500	1,059,530	1,069,350

PARK MAINTENANCE- LANDSCAPE

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-3504	3850	C/O-TOOLS & WORK EQUIP	3,911	1,500	1,500	2,500
101-30-3504	3880	C/O-MISCELLANEOUS OTHER	40,019	5,500	5,500	-
CAPITAL OUTLAY EXPENDITURES			43,929	7,000	7,000	2,500
GENERAL FUND TOTAL - PARK MAINTENANCE-LANDSCAPE TOTAL:			2,188,575	2,630,407	2,248,937	2,296,117
213-30-3504	3820	C/O-AUTOMOTIVE EQUIPMENT	33,933	-	-	-
AQMD FUND TOTAL:			33,933	-	-	-
746-30-3504	3820	C/O-AUTOMOTIVE EQUIPMENT	-	-	-	95,000
VEHICLE REPLACEMENT FUND - PARK MAINTENANCE- LANDSCAPE TOTAL:			-	-	-	95,000
PARK MAINTENANCE-LANDSCAPE TOTAL (ALL FUNDS):			2,222,508	2,630,407	2,248,937	2,391,117

PUBLIC SERVICES

Park Maintenance - Facilities

ACTIVITIES AND OBJECTIVES

Description of Activities

Parks Facility Services maintains and repairs 12,000 square feet of park facilities and buildings including: Sproul and Hargitt Museums, Sproul Reception Center, Norwalk Arts & Sports Complex, Norwalk Skate Park, and Norwalk Aquatic Pavilion.

Objectives

- Identify maintenance and improvement projects throughout the parks, including playground replacement.
- Develop and implement a comprehensive park amenities plan including benches, picnic tables and barbecues.
- Update park building maintenance procedures to ensure quality and consistency.
- Provide improved energy efficient lighting systems at all city park facilities to reduce energy consumption and provide cost savings.
- Implement improved security measures at park buildings and facilities.

Budget Program:

Public Services - Park Maintenance - Total All Facilities

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Maintenance Supervisor (a)	1.00	1.00	85,994	Maintenance Assistant	3,120	3,120	3	46,576
Maintenance Worker III (b)	1.00	1.00	65,209					
Maintenance Worker II (c)	3.00	3.00	171,945					
Maintenance Worker I	3.00	3.00	129,890					
(a) 50% Park Maintenance - Park Locations, 20% Park Maintenance - Aquatics, 20% Park Maintenance - Sports Complex, 10% Park Maintenance - Cultural Arts								
(b) 50% Park Maintenance - Park Locations, 20% Park Maintenance - Aquatics, 20% Park Maintenance - Sports Complex, 10% Park Maintenance - Cultural Arts								
(c) 300% Park Maintenance - Park Locations								
(d) 100% Park Maintenance - Park Locations, 200% Park Maintenance - Sports Complex								
TOTAL	8.00	8.00	453,038	TOTAL	3,120	3,120	3	46,576

PARK MAINTENANCE - TOTAL ALL FACILITIES

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-xxxx	1020	SALARIES & WAGES	457,966	471,067	453,095	453,038
101-30-xxxx	1030	PART TIME WAGES	32,879	46,566	37,592	46,576
101-30-xxxx	1040	OVERTIME SALARY & WAGES	431	5,170	4,350	-
101-30-xxxx	1048	MEDICAL OPT-OUT-GEN. UNIT	4,880	4,800	4,547	4,800
101-30-xxxx	1049	BILINGUAL/CERTIFICATE PAY	2,280	1,300	1,756	1,300
101-30-xxxx	1060	PAID SICK LEAVE	-	2,500	-	2,350
101-30-xxxx	1065	ACCRUED PAID VACATION	-	4,800	-	-
101-30-xxxx	1050	STANDBY PAY	1,656	-	27	-
101-30-xxxx	1080	MEDICARE	6,865	7,162	6,851	6,641
101-30-xxxx	1082	PERS - EMPLOYEES' PORTION	24,837	16,998	13,070	14,558
101-30-xxxx	1083	PERS - EMPLOYER PORTION	103,576	112,008	108,393	115,874
101-30-xxxx	1084	EMPLOYEE' BENEFITS-UNIFORMS	-	8,000	-	-
101-30-xxxx	1085	LIFE INSURANCE	1,484	1,598	1,173	1,297
101-30-xxxx	1088	LONG-TERM DISABILITY INSURANCE	4,573	4,575	4,250	4,576
101-30-xxxx	1090	MEDICAL INS - FT EMPLOYEES	62,123	63,154	65,685	68,829
101-30-xxxx	1091	DENTAL INS - FT EMPLOYEES	9,654	9,779	8,644	9,767
101-30-xxxx	1092	VISION INS - FT EMPLOYEES	1,050	1,029	1,028	1,033
101-30-xxxx	1093	MEDICAL INS - PT EMPLOYEES	51	-	4	-
101-30-xxxx	1097	WORKER'S COMPENSATION	-	7,601	7,601	5,786
PERSONNEL EXPENDITURES			714,303	768,107	718,067	736,425

PARK MAINTENANCE - TOTAL ALL FACILITIES

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-xxxx	2061	CUSTODIAL SUPPLIES	37,689	34,200	39,900	38,000
101-30-xxxx	2062	MTCE & REPAIR SUPPLIES	104,579	106,100	101,500	81,500
101-30-xxxx	2063	CUSTODIAL SUPPLIES- FACILITIES	-	-	-	5,000
101-30-xxxx	2064	BUILDING TRADE SUPPLIES	71,835	55,000	52,700	53,000
101-30-xxxx	2069	CONTRACT SVC/PROJECTS	116,288	69,935	69,000	81,000
101-30-xxxx	2080	CONTRACT SVC	113,095	111,300	105,100	116,400
101-30-xxxx	2090	EQUIP MTCE & SUPPLIES	610	2,500	2,500	2,500
101-30-xxxx	2170	SPECIAL MAT'LS-SUPPLIES	62,979	70,600	37,700	38,000
101-30-xxxx	2180	SMALL TOOLS	861	-	-	-
101-30-xxxx	2220	VEHICLE MTCE & SUPPLIES	44,184	34,900	41,800	35,100
101-30-xxxx	2231	VANDALISM REPAIR	6,485	9,000	7,000	9,800
OPERATING EXPENDITURES			558,604	493,535	457,200	460,300
101-30-xxxx	3840	C/O-BUILDINGS & IMPRVMT	-	-	-	-
101-30-xxxx	3850	C/O-TOOLS & WORK EQUIP	981	20,000	20,000	1,000
101-30-xxxx	3880	C/O-MISCELLANEOUS OTHER	28,977	1,000	1,000	3,000
CAPITAL OUTLAY EXPENDITURES			29,958	21,000	21,000	4,000
GENERAL FUND -						
PARK MAINTENANCE- ALL			1,302,865	1,282,642	1,196,267	1,200,725
FACILITIES TOTAL:						

PARK MAINTENANCE - TOTAL ALL FACILITIES

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
746-30-xxxx	3820	C/O-AUTOMOTIVE EQUIPMENT	-	-	39,393	55,000
		VEHICLE REPLACEMENT FUND - PARK MAINTENANCE- ALL FACILITIES TOTAL:	-	-	39,393	55,000
747-30-xxxx	2069	CONTRACT SVC/PROJECTS	-	-	-	14,000
		BUILDING REPLACEMENT FUND - PARK MAINTENANCE- ALL FACILITIES TOTAL:	-	-	-	14,000
		PARK MAINTENANCE - ALL FACILITIES TOTAL (ALL FUNDS):	1,302,865	1,282,642	1,235,660	1,269,725

PUBLIC SERVICES

Park Maintenance - All Park Facilities

ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2061	Custodial Supplies: Supplies for Park Facilities	\$ 3,000
2062	Maintenance & Repair	43,000
	<i>Electrical repairs</i>	<i>10,000</i>
	<i>Fencing repairs</i>	<i>5,500</i>
	<i>Refrigerator repairs</i>	<i>3,000</i>
	<i>Plumbing repairs</i>	<i>7,000</i>
	<i>Lighting</i>	<i>1,500</i>
	<i>Glass replacement</i>	<i>2,000</i>
	<i>HVAC repairs</i>	<i>4,000</i>
	<i>Misc. repairs for facilities and snack bars</i>	<i>6,500</i>
	<i>Ongoing maintenance for park projects - paint, small plants, etc.</i>	<i>3,500</i>
2064	Building Trade Supplies: Building repair supplies, locks, nuts and bolts, plumbing supplies, electrical supplies, lumber, ballfield fence topper, etc.	35,000
2069	Contract Services/Projects:	7,000
	<i>Calsense lighting control modules for 8 - 10 parks</i>	<i>7,000</i>

PUBLIC SERVICES

Park Maintenance - All Park Facilities

ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2080	Contract Services - Non-Classified: <i>Alarm service monitoring</i> <i>Fire system inspection - kitchen/hoods/extinguishers</i> <i>HVAC maintenance</i> <i>Ball field lighting - replacement bulbs</i> <i>Tile cleaning and sealing for restroom floors/walls</i> <i>Pest control</i>	48,500 9,000 4,700 2,000 1,500 30,000 1,300
2090	Equipment Maintenance & Supplies: Parts and Repairs for Mowers, Edger's, Buffers, Vacuums, Electric Carriers, and Other Related Equipment	2,500
2170	Special Materials - Supplies: Materials for Recreation special events	10,000
2231	Vandalism Repairs: Vandalism repairs and supplies	7,000
3850	Capital Outlay - Tools & Equipment: Vaccum (1)	1,000
746-3820	Capital Outlay - Automotive Equipment: Truck, F250 CNG longbed w/utility body - replace #6165	55,000

PARK MAINTENANCE- ALL PARK FACILITIES

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-3506	1020	SALARIES & WAGES	457,966	471,067	453,095	294,861
101-30-3506	1030	PART TIME WAGES	32,879	46,566	37,592	-
101-30-3506	1040	OVERTIME SALARY & WAGES	431	5,170	4,350	-
101-30-3506	1048	MEDICAL OPT-OUT-GEN. UNIT	4,880	4,800	4,547	4,800
101-30-3506	1049	BILINGUAL/CERTIFICATE PAY	2,280	1,300	1,756	1,300
101-30-3506	1060	PAID SICK LEAVE	-	2,500	-	2,350
101-30-3506	1065	ACCRUED PAID VACATION	-	4,800	-	-
101-30-3506	1050	STANDBY PAY	1,656	-	27	-
101-30-3506	1080	MEDICARE	6,865	7,162	6,851	3,673
101-30-3506	1082	PERS - EMPLOYEES' PORTION	24,837	16,998	13,070	9,904
101-30-3506	1083	PERS - EMPLOYER PORTION	103,576	112,008	108,393	75,416
101-30-3506	1084	EMPLOYEE' BENEFITS-UNIFORMS	-	8,000	-	-
101-30-3506	1085	LIFE INSURANCE	1,484	1,598	1,173	975
101-30-3506	1088	LONG-TERM DISABILITY INSURANCE	4,573	4,575	4,250	2,977
101-30-3506	1090	MEDICAL INS - FT EMPLOYEES	62,123	63,154	65,685	39,425
101-30-3506	1091	DENTAL INS - FT EMPLOYEES	9,654	9,779	8,644	5,573
101-30-3506	1092	VISION INS - FT EMPLOYEES	1,050	1,029	1,028	589
101-30-3506	1093	MEDICAL INS - PT EMPLOYEES	51	-	4	-
101-30-3506	1097	WORKER'S COMPENSATION	-	7,601	7,601	3,764
PERSONNEL EXPENDITURES			714,303	768,107	718,067	445,607

PARK MAINTENANCE- ALL PARK FACILITIES

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-3506	2061	CUSTODIAL SUPPLIES	4,393	4,500	4,500	3,000
101-30-3506	2062	MTCE & REPAIR SUPPLIES	39,890	48,000	45,000	43,000
101-30-3506	2063	CUSTODIAL SUPPLIES- FACILITIES	-	-	-	5,000
101-30-3506	2064	BUILDING TRADE SUPPLIES	47,889	37,000	35,000	35,000
101-30-3506	2069	CONTRACT SVC/PROJECTS	64,696	29,535	29,000	7,000
101-30-3506	2080	CONTRACT SVC	65,186	58,200	52,000	48,500
101-30-3506	2090	EQUIP MTCE & SUPPLIES	610	2,500	2,500	2,500
101-30-3506	2170	SPECIAL MAT'LS-SUPPLIES	8,227	12,500	15,000	10,000
101-30-3506	2180	SMALL TOOLS	861	-	-	-
101-30-3506	2220	VEHICLE MTCE & SUPPLIES	44,184	34,900	41,800	35,100
101-30-3506	2231	VANDALISM REPAIR	6,485	7,000	6,000	7,000
OPERATING EXPENDITURES			282,420	234,135	230,800	196,100
101-30-3506	3840	C/O-BUILDINGS & IMPRVMT	-	-	-	-
101-30-3506	3850	C/O-TOOLS & WORK EQUIP	981	20,000	20,000	1,000
101-30-3506	3880	C/O-MISCELLANEOUS OTHER	28,977	1,000	1,000	-
CAPITAL OUTLAY EXPENDITURES			29,958	21,000	21,000	1,000
GENERAL FUND -						
PARK MAINTENANCE- ALL PARK FACILITIES TOTAL:			1,026,681	1,023,242	969,867	642,707

PARK MAINTENANCE- ALL PARK FACILITIES

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
746-30-3506	3820	C/O-AUTOMOTIVE EQUIPMENT	-	-	39,393	55,000
		VEHICLE REPLACEMENT FUND - PARK MAINTENANCE- ALL PARK FACILITIES TOTAL:	-	-	39,393	55,000
		PARK MAINTENANCE - ALL PARK FACILITIES TOTAL (ALL FUNDS):	1,026,681	1,023,242	1,009,260	697,707

Budget Program:

Public Services - Park Maintenance - Aquatics, 5203

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Maintenance Supervisor (a)	0.00	0.20	17,199	Maintenance Assistant	0	3,120	3	46,576
Maintenance Worker III (b)	0.00	0.20	13,042					
(a) 50% Park Maintenance - Park Locations, 20% Park Maintenance - Sports Complex, 10% Park Maintenance - Cultural Arts								
(b) 50% Park Maintenance - Park Locations, 20% Park Maintenance - Sports Complex, 10% Park Maintenance - Cultural Arts								
TOTAL	0.00	0.40	30,241	TOTAL	0	3,120	3	46,576

PUBLIC SERVICES
Park Maintenance - Aquatics
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2061	Custodial Supplies:	\$ 3,500
2062	Maintenance & Repair	22,000
	<i>Electrical Repairs</i>	<i>2,000</i>
	<i>Appliance Repairs</i>	<i>1,000</i>
	<i>Plumbing Repairs</i>	<i>1,000</i>
	<i>Pool Equipment Repairs</i>	<i>14,000</i>
	<i>HVAC Repairs</i>	<i>2,000</i>
	<i>Misc. Repairs</i>	<i>2,000</i>
2064	Building Trade Supplies: Building Repair Supplies - Hardware, Plumbing and Electrical	5,000
2080	Contract Services - Non-Classified:	18,400
	<i>Alarm Service Monitoring</i>	<i>7,200</i>
	<i>Pool Maintenance (chemicals moved to 2170)</i>	<i>6,000</i>
	<i>HVAC Maintenance</i>	<i>200</i>
	<i>Tile Cleaning and Sealing for Restroom Floors/Walls</i>	<i>5,000</i>
2170	Special Materials - Supplies: Pool Chemicals	28,000
2231	Vandalism Repairs: Vandalism Repairs and Supplies	1,000

PARK MAINTENANCE- AQUATICS

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-5203	1020	SALARIES & WAGES	-	-	-	30,241
101-30-5203	1030	PART TIME WAGES	-	-	-	46,576
101-30-5203	1080	MEDICARE	-	-	-	1,113
101-30-5203	1082	PERS - EMPLOYEES' PORTION	-	-	-	1,210
101-30-5203	1083	PERS - EMPLOYER PORTION	-	-	-	7,735
101-30-5203	1085	LIFE INSURANCE	-	-	-	118
101-30-5203	1088	LONG-TERM DISABILITY INSURANCE	-	-	-	306
101-30-5203	1090	MEDICAL INS - FT EMPLOYEES	-	-	-	4,320
101-30-5203	1091	DENTAL INS - FT EMPLOYEES	-	-	-	560
101-30-5203	1092	VISION INS - FT EMPLOYEES	-	-	-	60
101-30-5203	1097	WORKER'S COMPENSATION	-	-	-	387
PERSONNEL EXPENDITURES:			-	-	-	92,626

PARK MAINTENANCE- AQUATICS

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-5203	2061	CUSTODIAL SUPPLIES	4,877	3,600	3,600	3,500
101-30-5203	2062	MTCE & REPAIR SUPPLIES	37,157	35,886	35,000	22,000
101-30-5203	2064	BUILDING TRADE SUPPLIES	4,461	5,000	5,000	5,000
101-30-5203	2080	CONTRACT SVC/NON-CLASS	43,662	44,000	44,000	18,400
101-30-5203	2170	SPECIAL MAT'LS-SUPPLIES	-	-	-	28,000
101-30-5203	2231	VANDALISM REPAIR	-	2,000	1,000	1,000
OPERATING EXPENDITURES:			90,158	90,486	88,600	77,900
GENERAL FUND - PARK MAINTENANCE - AQUATICS TOTAL:			90,158	90,486	88,600	170,526

PUBLIC SERVICES

Park Maintenance - Norwalk Sports & Arts Complex ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2061	Custodial Supplies: Supplies for Norwalk Arts & Sports Complex and Community Meeting Center	\$ 28,000
2062	Maintenance & Repair <i>Electrical Repairs</i> <i>Flooring Repairs</i> <i>Appliance Repairs</i> <i>Plumbing Repairs</i> <i>Lighting - Ballasts, etc.</i> <i>Glass Replacement</i> <i>HVAC Repairs</i> <i>Misc. Repairs</i> <i>Door Repairs</i>	15,000 2,000 1,500 1,600 2,500 500 500 2,500 1,900 2,000
2064	Building Trade Supplies: Building Repair Supplies - Locks, Hardware, Plumbing and Electrical Supplies, etc.	12,000
2069	Contract Services/Projects: <i>Electrical Panel Refurbishment - Code Compliance</i> <i>Skylight Replacement - 20 ea.</i> <i>Ceiling Tile Replacement</i> <i>Landscaping for perimeter planters and parking lot</i>	74,000 11,000 33,000 20,000 10,000

PUBLIC SERVICES

Park Maintenance - Norwalk Sports & Arts Complex ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2080*	Contract Services - Non-Classified: <i>Alarm Service Monitoring</i> <i>Fire System Inspection - Kitchen/Hoods/Extinguishers</i> <i>Janitorial Equipment Maintenance</i> <i>HVAC Maintenance</i> <i>Pest Control</i> <i>Plant Maintenance</i> <i>Tile Cleaning and Sealing for Restroom Floors/Walls</i> <i>Elevator Maintenance</i>	41,500 5,000 1,200 5,000 4,000 1,800 1,500 20,000 3,000
	<i>* FY 17 budgeted in account 2082</i>	
2231	Vandalism Repairs:	1,500
3880	Capital Outlay - Miscellaneous - Other: Trash cans, Interior - 20 ea.	3,000
747-2069	Contract Services/Projects: <i>Refinish gym & boxing room flooring</i>	14,000 14,000

PARK MAINTENANCE- NORWALK ARTS & SPORTS COMPLEX

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-5702	1020	SALARIES & WAGES	-	-	-	112,815
101-30-5702	1080	MEDICARE	-	-	-	1,635
101-30-5702	1082	PERS - EMPLOYEES' PORTION	-	-	-	2,839
101-30-5702	1083	PERS - EMPLOYER PORTION	-	-	-	28,855
101-30-5702	1085	LIFE INSURANCE	-	-	-	144
101-30-5702	1088	LONG-TERM DISABILITY INSURANCE	-	-	-	1,140
101-30-5702	1090	MEDICAL INS - FT EMPLOYEES	-	-	-	22,924
101-30-5702	1091	DENTAL INS - FT EMPLOYEES	-	-	-	3,354
101-30-5702	1092	VISION INS - FT EMPLOYEES	-	-	-	354
101-30-5702	1097	WORKER'S COMPENSATION	-	-	-	1,442
PERSONNEL EXPENDITURES:			-	-	-	175,502

PARK MAINTENANCE- NORWALK ARTS & SPORTS COMPLEX

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-5702	2061	CUSTODIAL SUPPLIES	26,673	23,000	28,000	28,000
101-30-5702	2062	MTCE & REPAIR SUPPLIES	27,302	20,714	20,000	15,000
101-30-5702	2063	FACILITY MTCE SERVICES/CONTRACTS	-	-	-	-
101-30-5702	2064	BUILDING TRADE SUPPLIES	19,090	12,000	12,000	12,000
101-30-5702	2069	CONTRACT SVC/PROJECTS	51,592	23,400	23,000	74,000
101-30-5702	2080	CONTRACT SVC/NON-CLASS	-	-	-	41,500
101-50-5702	2082	CONTRACT SVC/PARKS	54,752	58,100	22,700	-
101-30-5702	2231	VANDALISM REPAIR	-	-	-	1,500
OPERATING EXPENDITURES:			179,409	137,214	105,700	172,000
101-30-5702	3880	MISCELLANEOUS OTHER	-	-	-	3,000
CAPITAL OUTLAY EXPENDITURES:			-	-	-	3,000
GENERAL FUND - PARK MAINTENANCE - NORWALK ARTS & SPORTS COMPLEX TOTAL:			179,409	137,214	105,700	350,502
747-30-5702	2069	CONTRACT SVC/PROJECTS	-	-	-	14,000
BUILDING REPLACEMENT FUND - PARK MAINTENANCE - NORWALK ARTS & SPORTS COMPLEX TOTAL:			-	-	-	14,000
PARK MAINTENANCE - SPORTS COMPLEX TOTAL (ALL FUNDS):			179,409	137,214	105,700	364,502

Budget Program:

Public Services - Park Maintenance - Cultural Arts, 5732

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Maintenance Supervisor (a)	0.00	0.10	8,600					
Maintenance Worker III (b)	0.00	0.10	6,521					
(a) 50% Park Maintenance - Park Locations, 20% Park Maintenance - Aquatics, 20% Park Maintenance - Sports Complex								
(b) 50% Park Maintenance - Park Locations, 20% Park Maintenance - Aquatics, 20% Park Maintenance - Sports Complex								
TOTAL	0.00	0.20	15,121	TOTAL	0	0	0	-

PUBLIC SERVICES

Park Maintenance - Cultrual Arts Center

ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2061	Custodial Supplies:	\$ 3,500
2062	Maintenance & Repair	1,500
	<i>Electrical Repairs</i>	300
	<i>Plumbing Repairs</i>	300
	<i>Door Repairs</i>	250
	<i>HVAC Repairs</i>	250
	<i>Misc. Repairs</i>	400
2064	Building Trade Supplies: Building Repair Supplies - Hardware, Plumbing and Electrical	1,000
2080*	Contract Services - Non-Classified:	8,000
	<i>Alarm Service Monitoring</i>	2,000
	<i>Pest Control</i>	2,000
	<i>HVAC Maintenance</i>	1,500
	<i>Misc. Maintenance Services</i>	500
	<i>Tile Cleaning and Sealing for Restroom Floors/Walls</i>	2,000
	* FY 17 budgeted in account 2082	
2231	Vandalism Repairs: Vandalism Repairs and Supplies	300

PARK MAINTENANCE- CULTURAL ARTS CENTER

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-5732	1020	SALARIES & WAGES	-	-	-	15,121
101-30-5732	1080	MEDICARE	-	-	-	220
101-30-5732	1082	PERS - EMPLOYEES' PORTION	-	-	-	605
101-30-5732	1083	PERS - EMPLOYER PORTION	-	-	-	3,868
101-30-5732	1085	LIFE INSURANCE	-	-	-	60
101-30-5732	1088	LONG-TERM DISABILITY INSURANCE	-	-	-	153
101-30-5732	1090	MEDICAL INS - FT EMPLOYEES	-	-	-	2,160
101-30-5732	1091	DENTAL INS - FT EMPLOYEES	-	-	-	280
101-30-5732	1092	VISION INS - FT EMPLOYEES	-	-	-	30
101-30-5732	1097	WORKER'S COMPENSATION	-	-	-	193
PERSONNEL EXPENDITURES:			-	-	-	22,690
101-30-5732	2061	CUSTODIAL SUPPLIES	1,746	3,100	3,800	3,500
101-30-5732	2062	MTCE & REPAIR SUPPLIES	230	1,500	1,500	1,500
101-30-5732	2064	BUILDING TRADE SUPPLIES	395	1,000	700	1,000
101-30-5732	2069	CONTRACT SVC/PROJECTS	-	17,000	17,000	-
101-30-5732	2080	CONTRACT SVC/NON-CLASS	4,246	9,100	9,100	8,000
101-30-5732	2231	VANDALISM REPAIR	-	-	-	300
OPERATING EXPENDITURES:			6,617	31,700	32,100	14,300
GENERAL FUND - PARK MAINTENANCE - CULTURAL ARTS CENTER TOTAL:			6,617	31,700	32,100	36,990

PUBLIC SERVICES
Park Maintenance - Projects
 ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
5803-2069	Contract Services - Projects: Landscaping and small monument - Mapledale St.	\$ 12,000
5811-2069	Contract Services - Projects: Lighting for basketball courts	10,000
5813-2069	Contract Services - Projects: Musco automated lighting control system for ballfield lights	10,000

PARK MAINTENANCE - PROJECTS

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-30-5803	2069	CONTRACT SVC/PROJECTS	-	-	-	12,000
		GERDES PARK	-	-	-	12,000
101-30-5811	2069	CONTRACT SVC/PROJECTS	-	-	-	10,000
		RAMONA PARK	-	-	-	10,000
101-30-5813	3880	C/O-MISCELLANEOUS OTHER	-	-	-	10,000
		ZIMMERMAN PARK	-	-	-	10,000
		GENERAL FUND - PARK MAINTENANCE TOTAL:	-	-	-	32,000
		PARK MAINTENANCE - TOTAL (ALL FUNDS):	-	-	-	32,000

WATER

ACTIVITIES AND OBJECTIVES

Description of Activities

The Water Services Section maintains the Norwalk Municipal Water System delivering safe, clean, domestic water to an estimated population of 18,500 through 5,362 service connection serving portions of the City of Norwalk, the City of Artesia, and a small unincorporated Los Angeles County area. The Section operates three water well sites (#4, 5, and 10), maintains 35 miles of pipeline including domestic and high pressure fire lines, maintains 450 fire hydrants and three landscaping areas, and meets all health standards, rules, and regulations of State and County Health Departments.

Objectives

- Continue to improve operational efficiency and water quality at all three wells (#4, 5, and 10).
- Complete the connection of Central, West and South Service Areas to utilize Well #10 to its design capacity and decrease import water from both MWD connection and City of Cerritos.
- Install SCADA system to control and monitor the wells and pressure regulating stations more effectively.
- Initiate the installation of Automated Meter Reading project for Norwalk Municipal Water System.
- Implement GIS and Asset Management Plan for Norwalk Municipal Water System to intelligent data could be assigned to each element and to be utilized more effectively by both engineering and operational staff.
- Continue regional involvement in water agencies to monitor activities impacting municipal water systems. Implement State DWR requirements related to water conservation (BMPs).
- Ensure water system infrastructure is continually maintained to minimize water shutdown and equipped with security measures to deter vandalism.
- Provide well maintenance at three wells (#4, 5, and 10) to comply with State Water Resources Control Board standards.

Budget Program:

Water, 3602

Full Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Labor Distribution Footnote	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
City Manager (a)	0.05	0.05	12,695	(a) 1% CDBG, 74% Administration 20% SA-RDA				
Deputy City Manager (b)	0.05	0.05	8,172	(b) 80% Public Services,5% Transp. Center, 5% Sewer, 5% Environmental Services				
Director of Finance/City Treasurer (c)	0.13	0.09	14,008	(c) 65% Finance, 14% SA-RDA; 6% CDBG; 4% Prop C Admin, 1% Childcare, 1% Childcare - Stage 1				
City Engineer (d)	0.00	0.00	-	(d) Position Vacant Service provided by contract 80% Engineering, 5% Water, 5% Sewer, 5% Environmental Services, 5% High Speed Rail				
Utilities & Project Manager (e)	0.50	0.50	59,580	(e) 50% Sewer Fund				
Administrative Services Manager (f)	0.40	0.38	49,417	(f) 45% Management Services, 17% Environmental Services				
Comm. & Public Affairs Manager (g)	0.05	0.05	5,028	(g) 90% Communications & Public Affairs, 5% Sewer				
Controller/Deputy Treasurer (h)	0.00	0.10	12,384	(h) 57% Finance, 10% CDBG; 10% SA-RDA, 8% Prop C Admin, 5% Sewer				
Sr. Accountant (i)	0.10	0.10	7,300	(i) 62% Finance, 15% SA-RDA, 3% Prop C Admin, 5% Childcare, 5% Childcare - Stage 1				
Senior Management Analyst (j)	0.25	0.05	3,832	(j) 90% Communications & Public Affairs, 5% Sewer				
Management Analyst (k)	0.54	0.50	39,421	(k) 65% Public Svcs., 75% Administration, 10% Sewer				
Associate Engineer (l)	0.05	0.10	9,558	(l) 180% Engineering, & 10% Environmental Services				
Assistant Engineer (m)	0.10	0.30	25,348	(m) 50% Sewer, 10% Signals & St. Lighting, 10% Traffic				
Engineering Technician (n)	0.05	0.05	2,868	(n) 95% Engineering				
Account Clerk III (o)	1.50	0.85	49,032	(o) 15% Sewer				
Account Clerk II (p)	0.60	0.60	32,833	(p) 25% Finance, 10% Prop C Admin, 5% Sewer				
Water Utilities Supervisor (q)	0.80	0.40	36,116	(q) 40% Sewer, 10% Signals & St. Lighting, 10% Traffic				
Water Service Worker II (r)	1.80	1.80	126,620	(r) 20% Sewer				
Water Service Worker I (s)	0.90	0.90	51,927	(s) 10% Sewer				
				PART-TIME POSITION				
				Office Assistant I (t)	455	455	1	10,296
				(t) 50% Public Services Admin, 25% Sewer				
TOTAL	7.87	6.87	546,139	TOTAL	455	455	1	10,296

WATER
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2080	Contract Services - Non-Classified:	\$ 258,460
	<i>Emergency repairs and maintenance</i>	<i>100,000</i>
	<i>Electrical repairs at well sites</i>	<i>5,000</i>
	<i>Water main repairs</i>	<i>10,000</i>
	<i>Maintenance and repair of interconnection valves</i>	<i>15,000</i>
	<i>Consultant Fees- Water Engineering</i>	<i>50,000</i>
	<i>Landscaping</i>	<i>12,000</i>
	<i>Chemical calibration</i>	<i>12,000</i>
	<i>Equipment calibration</i>	<i>2,000</i>
	<i>NPDES consultant fees</i>	<i>4,600</i>
	<i>Alarm services - monthly fees</i>	<i>6,000</i>
	<i>Well programming</i>	<i>8,000</i>
	<i>GIS Water Layer Update</i>	<i>5,000</i>
	<i>Contract City Engineer (cost charged as 70% Engineering, 15% Environmental Services, 10% Water, and 5% Sewer)</i>	<i>28,860</i>
2081	Contract Services - Special Study:	50,000
	<i>Asset Management - Water</i>	<i>50,000</i>

WATER
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2110	Conferences & Meetings: Workshops and meetings	5,000
2111	Memberships:	24,000
	<i>Gateway IRWM JPA</i>	<i>15,000</i>
	<i>American Water Works Association</i>	<i>800</i>
	<i>ACWA</i>	<i>1,000</i>
	<i>Central Basin Water Association Membership</i>	<i>1,200</i>
	<i>USC Foundation of Cross Connection Control</i>	<i>1,000</i>
	<i>Southeast Water Coalition</i>	<i>5,000</i>
2140	Office Supplies: Office supplies and other section office materials	8,000
2160	Special Fees & Services:	105,000
	Water testing for State Department of Health Services and NPDES testing:	
	<i>Lab services - well and NPDES sampling</i>	<i>45,000</i>
	<i>Water Replenishment District - groundwater title 22 monitoring</i>	<i>20,000</i>
	<i>Department of Public Health well operating permit</i>	<i>25,000</i>
	<i>NPDES annual permit fees</i>	<i>15,000</i>
2170	Special Materials & Supplies	127,000
	<i>Meter replacement materials</i>	<i>35,000</i>
	<i>Chlorination equipment and disinfectant</i>	<i>20,000</i>
	<i>Fitting, copper, clamps - items for repair</i>	<i>35,000</i>
	<i>Fire hydrant replacement parts</i>	<i>12,000</i>
	<i>Public information materials - CCR</i>	<i>12,000</i>
	<i>Conservation Outreach - BMP Compliance activities</i>	<i>10,000</i>
	<i>USA Dig Alert Notices</i>	<i>3,000</i>

WATER
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2181	Water Replenishment Fees: Water Replenishment District - replenishment fees	541,000
2182	Purchased Water - Domestic: <i>City of Cerritos</i> <i>City of Santa Fe Springs</i> <i>Central Basin Water - imported water</i> <i>Central Basin Water- recycled water</i>	783,000 340,000 331,000 40,000 72,000
2250	Training: <i>LA County Dept. of Public Health certifications</i> <i>LA County Backflow Cross connection certifications</i> <i>Water training through AWWA</i> <i>USC Backflow Specialist Training</i>	5,000 1,000 600 2,150 1,250
3860	Capital Outlay - Office Equipment: <i>AutoCAD/GIS Workstation</i> <i>AutoCAD Software</i> <i>ArcGIS Software</i> <i>Surface Book/Laptop</i>	11,500 2,500 1,500 6,000 1,500
3880	Capital Outlay - Miscellaneous <i>Multi-Quip Dewatering Trash Pumps</i> <i>Concrete Mixer</i>	33,000 15,000 18,000

WATER

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
702-30-3602	1020	SALARIES & WAGES	518,599	580,012	561,566	546,139
702-30-3602	1030	PART TIME WAGES	9,337	10,292	8,701	10,296
702-30-3602	1040	OVERTIME SALARY & WAGES	28,596	24,000	34,947	24,000
702-30-3602	1045	COMP TIME PAY	-	-	360	-
702-30-3602	1048	MEDICAL OPT-OUT-GEN. UNIT	2,046	5,760	3,697	3,600
702-30-3602	1049	BILINGUAL/CERTIFICAT PAY	2,038	1,300	2,200	1,528
702-30-3602	1050	STANDBY PAY	9,096	6,300	10,608	6,300
702-30-3602	1052	AUTO ALLOWANCE	997	984	837	984
702-30-3602	1060	PAID SICK LEAVE	3,407	8,300	7,000	6,780
702-30-3602	1065	ACCRUED PAID VACATION	9,537	11,300	14,066	14,350
702-30-3602	1066	COMPENSATED ABSENCES	(28,694)	-	-	-
702-30-3602	1074	EMPLOYEE'S AWARD	-	-	9	-
702-30-3602	1078	MANAGEMENT BENEFIT 401A	3,877	4,108	3,908	4,043
702-30-3602	1080	MEDICARE	8,137	9,465	8,709	8,969
702-30-3602	1081	MGMT BENEFIT/MEDICAL	2,088	3,194	2,009	2,877
702-30-3602	1082	PERS - EMPLOYEES' PORTION	22,732	11,179	10,828	8,881
702-30-3602	1083	PERS - EMPLOYER PORTION	116,935	137,920	134,153	139,692
702-30-3602	1084	UNIFORM ALLOWANCE	-	500	-	500
702-30-3602	1085	LIFE INSURANCE	1,593	1,465	1,465	1,494
702-30-3602	1088	LONG-TERM DISABILITY INSURANCE	5,366	5,860	5,545	5,516
702-30-3602	1090	MEDICAL INS - FT EMPLOYEES	66,462	69,118	69,955	68,926
702-30-3602	1091	DENTAL INS - FT EMPLOYEES	8,867	8,984	8,656	8,203

WATER

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
702-30-3602	1092	VISION INS - FT EMPLOYEES	1,202	1,196	1,209	1,122
702-30-3602	1093	MEDICAL INS - PT EMPLOYEES	725	-	665	-
702-30-3602	1094	DENTAL INS - PT EMPLOYEES	355	-	308	-
702-30-3602	1095	MEDICAL INS - RETIREES	16,056	16,900	16,379	16,800
702-30-3602	1096	UNEMPLOYMENT INSURANCE	-	-	-	-
702-30-3602	1097	WORKER'S COMPENSATION	-	11,998	11,998	6,972
702-30-3602	1098	OPEB - FUTURE RETIREES BENEFIT	57,547	61,500	61,200	63,000
PERSONNEL EXPENDITURES:			866,902	991,635	980,978	950,971

WATER

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
702-30-3602	2080	CONTRACT SVC/NON-CLASS	252,721	248,960	248,960	258,460
702-30-3602	2081	CONTRACT SVC/SPECIAL STUDY	77,981	110,000	60,000	50,000
702-30-3602	2086	LEGAL SERVICES	357	15,000	15,000	15,000
702-30-3602	2089	FINANCIAL/BILLING SYSTEM	-	29,000	27,000	24,400
702-30-3602	2090	EQUIP MTCE & SUPPLIES	200	500	1,500	1,000
702-30-3602	2100	UTILITIES	129,563	219,000	109,200	290,000
702-30-3602	2110	CONFERENCES & MEETINGS	767	3,000	3,000	5,000
702-30-3602	2111	MEMBERSHIPS	21,222	27,500	27,500	24,000
702-30-3602	2130	OFFICE EQPT MTCE	4,974	1,000	1,014	1,030
702-30-3602	2140	OFFICE SUPPLIES	8,024	7,500	7,500	8,000
702-30-3602	2141	POSTAGE	18,125	21,000	21,000	21,000
702-30-3602	2160	SPECIAL FEES & SERVICES	50,406	95,000	95,000	105,000
702-30-3602	2161	ADMINISTRATIVE COSTS	228,204	231,600	231,600	215,000
702-30-3602	2166	SPEC FEES - LOBBYIST WASH DC	25,274	26,500	26,500	26,500
702-30-3602	2170	SPECIAL MAT'LS-SUPPLIES	49,311	109,000	109,000	127,000
702-30-3602	2180	SMALL TOOLS	1,036	1,800	5,000	3,000
702-30-3602	2181	WATER REPLENISHMENT FEES	227,126	210,000	210,000	541,000
702-30-3602	2182	PURCHASED WATER-DOMESTIC	1,383,959	1,455,000	1,455,000	783,000
702-30-3602	2190	TELEPHONE & FAX	3,054	2,550	2,800	2,900
702-30-3602	2192	INTERNET, ISDN DSL SERVICE	578	600	600	610
702-30-3602	2220	VEHICLE MTCE & SUPPLIES	52,102	39,200	37,600	39,000
702-30-3602	2240	DUPLICATING SERVICE CHG	-	-	361	-

WATER

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
702-30-3602	2250	TRAINING EXPENSE	1,653	4,600	4,600	5,000
702-30-3602	2304	FRANCHISE TAX EXP	24	12,300	5,446	6,000
702-30-3602	2494	JPIA INSURANCE RETROSPECTIVE	(22,149)	-	18,222	-
702-30-3602	2450	GENERAL LIABILITY INSURANCE	61,295	68,300	39,160	59,900
702-30-3602	2490	BANK CHARGES - CREDIT CARD PROI	42,793	56,000	56,000	56,000
702-30-3602	2491	INTEREST EXPENSE (CITY LOAN)	142,324	137,265	137,265	131,952
702-30-3602	2492	PRINCIPAL EXPENSE (CITY LOAN)	-	106,240	106,240	111,552
702-30-3602	2990	DEPRECIATION EXPENSES	306,649	-	-	-
OPERATING EXPENDITURES:			3,067,570	3,238,415	3,062,068	2,911,304

WATER

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
702-30-3602	3860	C/O-OFFICE EQUIPMENT	686	-	-	11,500
702-30-3602	3820	C/O-AUTOMOTIVE EQUIPMENT	-	130,000	130,000	-
702-30-3602	3880	C/O-MISCELLANEOUS OTHER	13,600	75,900	75,900	33,000
702-30-3602	3894	CAPITALIZE CAP OUTLAY EXPENSES	(333,849)	-	-	-
CAPITAL OUTLAY EXPENDITURES:			(319,563)	205,900	205,900	44,500
2013 SERIES A WATER REVENUE BONDS						
702-95-1517	2161	ADMINISTRATIVE COST	1,160	1,300	1,300	1,300
702-95-1517	2491	INTEREST EXPENSE	359,713	352,512	352,512	345,113
702-95-1517	2492	PRINCIPAL EXPENSE	180,000	185,000	185,000	195,000
702-95-1517	2493	AMORTIZATION OF DEFFERED COST/PRINCIPAL REPAYMENT	(191,125)	-	-	-
2013 SERIES A WATER REVENUE BONDS:			349,748	538,812	538,812	541,413
DEBT SERVICE EXPENDITURES:			349,748	538,812	538,812	541,413
WATER FUND TOTAL:			3,964,657	4,974,762	4,787,758	4,448,188

Sewer

ACTIVITIES AND OBJECTIVES

Description of Activities

The Sewer Maintenance Section maintains by contract 164 miles of sewer lines and 2,498 manholes and three sewer lift stations. Also provided by contract is the periodic maintenance of 91 surface drains and three wash rack sump clarifiers located at the Transportation/Public Services facility. The Section also provides 24 hour emergency response to sewer issues.

Objectives

- Continue to comply with the 2014 adopted Sewer System Management plan (SSMP), which includes operations and maintenance activities along with emergency response procedures. Complete the 5 year audit of the SSMP as required by the Waste Discharge Requirement (WDR).
- Provide the most responsive and appropriate level of sewer maintenance services City-wide to avoid spills and overflows from the system.
- Respond within one hour to all emergency calls, including sewer system overflows (SSO) and report to agencies as required.
- Ensure sewer system infrastructure is continually maintained to minimize SSO and equipped with security measures to deter vandalism.
- Comply with all California State Water Resources Control Board and NPDES mandated activities.
- Evaluate and reestablish the annual sewer charge collection through a detail evaluation of the sewer system deficiency and repair cost.
- Develop and implement sewer capital improvement projects funded by revenues generated from the sewer service charge.
- Coordinate with consultant to review CCTV results and prioritize sewer line conditions/develop projects for CIP implementation.
- Continue the contract cleaning schedule and clean 50% of all sewer lines City-wide and all trouble spots and siphons on a quarterly basis.
- Complete phases 8 and 8 of CCTV (closed circuit television) inspection of the sewer system.

Budget Program:

Sewer, 3403

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Labor Distribution Footnote	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Water Utilities Supervisor (a)	0.10	0.40	36,116	(a) 40% Water, 10% Signals, 10% Traffic				
Deputy City Manager (b)	0.05	0.05	8,172	(b) 75% Public Svcs. Admin., 10% Water, 5% Transp. Center, 5% Environmental Services				
Utilities & Project Manager (c)	0.50	0.50	59,580	(c) 50% Water				
City Engineer (d)	0.00	0.00	-	(d) Position Vacant, Service provided by contract 80% Engineering, 5% Water, 5% Sewer, 5% Environmental Services, 5% High Speed Rail				
Controller/ Deputy Treasurer (e)	0.10	0.05	6,192	(e) 57% Finance, 10% Water, 10% CDBG; 10% SA-RDA, 8% Prop C Admin				
Communications & Public Affairs Manager (f)	0.00	0.05	5,028	(f) 90% Communications & Public Affairs, 5% Water				
Senior Management Analyst (g)	0.00	0.05	3,832	(g) 90% Communications & Public Affairs, 5% Water				
Management Analyst (h)	0.10	0.10	7,083	(h) 60% Public Services Admin, 30% Water				
Assistant Engineer (i)	0.00	0.50	42,246	(i) 30% Sewer, 10% Signals & St. Lighting, 10% Traffic				
Water Service Worker II (j)	0.10	0.10	7,035	(j) 90% Water				
Water Service Worker II (k)	0.10	0.10	7,035	(k) 90% Water				
Water Service Worker I (l)	0.10	0.10	5,770	(l) 90% Water				
Account Clerk III (m)	0.10	0.15	8,653	(m) 85% Water				
Account Clerk II (n)	0.05	0.05	2,737	(n) 35% Finance, 60% Water				
Office Assistant II (o)	0.05	0.05	2,640	(o) 95% Public Services Admin.				
Maintenance Worker III (p)	0.00	0.25	16,302	(p) 75% Street Maint.				
				PART-TIME POSITION				
				Office Assistant I (q)	455	455	1	10,296
				(q) 50% Public Svcs-Admin, 25% Water				
TOTAL	1.35	2.50	218,421	TOTAL	455	455	1	10,296

Sewer ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2080	Contract Services - Non-Classified: <i>Cleaning half of sewer system per year, troubled spots / siphons 4 x 4 year / root treatment</i> <i>Sewer Fee Consultant - Preparation and printing of required fee notices / envelopes for mailing; and updating property owner database</i> <i>Sewer Fee Consultant - Annual coordination with County and water districts to update meter size records, for placement of City fee on County tax roll; investigate and respond to inquiries.</i> <i>Annual CCTV Inspections of System and consultant fees</i> <i>Industrial waste inspection services - LA County (partially offset by County payment remitted to City)</i> <i>Alarm Security services</i> <i>Weed abatement</i> <i>Emergency repair services</i> <i>Motor and pipeline parts replacement</i> <i>Repair of pump controls and panels</i> <i>GIS Sewer Layer Update</i> <i>Contract City Engineer (cost charged as 70% Engineering, 15% Environmental Services, 10% Water, and 5% Sewer)</i> <i>Pest control treatment services</i>	\$ 743,930 400,000 10,000 40,000 150,000 75,000 6,500 2,000 15,000 7,000 10,000 4,000 14,430 10,000

Sewer ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2081	Contract Services - Special Study: <i>Asset Management - Sewer</i>	50,000
2086	Legal Services: Sewer Fee notice review/preparation of reports	15,000
2111	Memberships: CWEA	3,000
2160	Special Fees & Services:	65,000
	<i>Annual permit fee - State Water Board for sewer system</i>	<i>15,000</i>
	<i>Annual charges to mail required 45 day notice to property owners, advising of annual fee changes (due to index inflation factor)</i>	<i>15,000</i>
	<i>Annual processing charges for LA County mailing of property tax statements to include sewer fee</i>	<i>8,000</i>
	<i>Sewer fee notice and public outreach mailing</i>	<i>27,000</i>
2170	Special Materials & Supplies: Deodorizers, safety equipment, chemicals, and specialized tools for inspections	15,000
3880	Capital Outlay - Miscellaneous Other:	21,500
	<i>Printer/Scanner</i>	<i>10,000</i>
	<i>AutoCAD/GIS Workstation</i>	<i>2,500</i>
	<i>AutoCAD Software</i>	<i>1,500</i>
	<i>ArcGIS Software</i>	<i>6,000</i>
	<i>Tablet Book/Laptop</i>	<i>1,500</i>

SEWER

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
704-30-3403	1020	SALARIES & WAGES	120,740	124,573	121,497	218,421
704-30-3403	1030	PART TIME WAGES	9,337	10,292	8,701	10,296
704-30-3403	1040	OVERTIME SALARY & WAGES	2,314	1,000	2,588	1,000
704-30-3403	1048	MEDICAL OPT-OUT-GEN. UNIT	98	720	68	240
704-30-3403	1049	CERTIFICATION PAY	328	98	261	98
704-30-3403	1050	STAND BY PAY	1,058	1,950	1,247	1,950
704-30-3403	1052	AUTO ALLOWANCE	-	-	45	-
704-30-3403	1060	PAID SICK LEAVE	778	1,100	1,100	1,020
704-30-3403	1065	ACCRUED PAID VACATION	1,238	1,800	4,101	4,170
704-30-3403	1066	COMPENSATED ABSENCES	795	-	-	-
704-30-3403	1078	MANAGEMENT BENEFIT 401A	1,672	1,640	1,820	1,744
704-30-3403	1080	MEDICARE	1,894	2,170	1,896	3,333
704-30-3403	1081	MGMT BENEFIT/MEDICAL	1,373	1,666	1,440	1,101
704-30-3403	1082	PERS - EMPLOYEES' PORTION	3,688	1,497	1,309	4,896
704-30-3403	1083	PERS - EMPLOYER PORTION	27,145	29,624	28,932	55,873
704-30-3403	1085	LIFE INSURANCE	413	224	391	587
704-30-3403	1088	LONG-TERM DISABILITY INSURANCE	1,262	1,192	1,229	2,209
704-30-3403	1090	MEDICAL INS - FT EMPLOYEES	17,193	16,142	16,881	25,250
704-30-3403	1091	DENTAL INS - FT EMPLOYEES	1,888	1,679	1,687	2,728
704-30-3403	1092	VISION INS - FT EMPLOYEES	340	314	327	426
704-30-3403	1093	MEDICAL INS - PT EMPLOYEES	725	665	665	665
704-30-3403	1094	DENTAL INS - PT EMPLOYEES	355	36	308	36
704-30-3403	1097	WORKER'S COMPENSATION	-	2,552	2,552	2,790
704-30-3403	1098	OPEB - FUTURE RETIREES BENEFIT	15,386	10,900	10,900	11,200
PERSONNEL EXPENDITURES:			210,021	211,834	209,942	350,032

SEWER

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
704-30-3403	2080	CONTRACT SVC/NON-CLASS	399,978	763,430	763,430	743,930
704-30-3403	2081	CONTRACT SVC/SPECIAL STUDY	9,651	264,600	264,600	50,000
704-30-3403	2086	LEGAL SERVICES	-	15,000	500	15,000
704-30-3403	2089	COMP SYST MAINT & SUPPORT	-	-	-	5,800
704-30-3403	2090	EQUIP MTCE & SUPPLIES	-	1,000	1,000	1,000
704-30-3403	2100	UTILITIES	8,355	21,157	7,920	10,000
704-30-3403	2111	MEMBERSHIPS	656	2,000	2,000	3,000
704-30-3403	2160	SPECIAL FEES & SERVICES	11,375	59,500	33,500	65,000
704-30-3403	2161	ADMINISTRATIVE COSTS	76,706	78,200	78,200	77,000
704-30-3403	2170	SPECIAL MAT'LS-SUPPLIES	3,511	20,000	15,000	15,000
704-30-3403	2180	SMALL TOOLS	600	2,000	2,000	3,000
704-30-3403	2190	TELEPHONE & FAX	3,000	2,500	5,300	5,400
704-30-3403	2220	VEHICLE MTCE & SUPPLIES	11,410	9,500	4,500	9,500
704-30-3403	2250	TRAINING	58	2,500	2,500	4,000
704-30-3403	2450	GENERAL LIABILITY INSURANCE	22,189	24,790	24,790	22,600
704-30-3403	2494	JPIA INSURANCE RETROSPECTIVE	(8,764)	-	6,500	-
704-30-3403	2990	DEPRECIATION EXPENSES	830,044	-	-	-
OPERATING EXPENDITURES:			1,368,768	1,266,177	1,211,740	1,030,230
704-30-3403	3880	C/O-MISCELLANEOUS OTHER	9,000	45,600	45,600	21,500
704-30-3403	3894	CAPITALIZE CAP OUTLAY EXPENSES	(327,074)	-	-	-
CAPITAL OUTLAY EXPENDITURES:			(318,074)	45,600	45,600	21,500
SEWER FUND TOTAL:			1,260,715	1,523,611	1,467,282	1,401,762

SOCIAL SERVICES

ACTIVITIES AND OBJECTIVES

Description of Activities

The City of Norwalk Social Services Department provides a wide variety of services to Norwalk families. Services include information and referral, assistance with completion of forms (DPSS, EDD, Medical, Jury Summons, Housing, etc.), immediate emergency food and shelter assistance, emergency transportation, senior daily nutrition program, child care and dental care programs for children of low-income families, and special events. Office space is provided to local community-based organizations whose services enhance those of Social Services (counseling, legal aid, support groups).

Social Services Programs (Senior Programs, Child Care Program, Dispute Resolution Program and the Emergency Food and Shelter Program) are included in this department's programming but are detailed separately in regard to their own budgets.

Objectives

- Empower and educate clients in making good choices for themselves (support groups and life skills training).
- Provide information on Public Assistance Programs available to families.
- Provide written materials in both English and Spanish.
- Assist Senior's in expanding their recreational and social activities.
- Provide annual programs and services to low income residents such as the Income Tax preparation service.
- Provide additional social services information and referrals within City Departments and within the community.
- Provide networking of resources with other social service agencies serving the community.
- Research other sources of social services funding (public and private).
- Integrate social services with recreation services for seniors at the Senior Citizens Center.
- Continue to make available a wide variety of Human Services programs.

Budget Program:

Social Services, 4101

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Director of Social Services (a)	1.00	0.93	144,746	Children's Dental Program Clerk	1,600	1,600	1	30,013
Social Services Manager	1.00	1.00	102,948	Recreation Leader II	3,220	3,220	3	48,069
Social Services Worker II	2.00	2.00	112,320	Social Service Worker I	1,600	1,600	1	34,339
Office Assistant III	1.00	1.00	64,680					
Executive Secretary	1.00	1.00	73,284					
(a) 3% Childcare, 3% Childcare - Stage 1, 1% Senior Grant								
TOTAL	6.00	5.93	497,978	TOTAL	6,420	6,420	5	112,421

SOCIAL SERVICES

ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2080	Contract Services - Non-Classified: <i>Provision of Homeless Supportive Services and Shelter Services</i> <i>Service Track, Electronic Client File Management System</i> <i>Senior Fitness Instructor</i>	\$ 21,650 12,750 5,000 3,900
2111	Memberships: American Society on Aging	680
2230	Programs & Activities: Community Programs, and Workshops	7,000
2351	Senior Nutrition Program: Special Activities and Events	1,650
2354	Nutrition Program: Congregate meal program for Senior Nutrition Program, including Meals on Wheels	52,700
2355	Senior Citizens Program: Recreational activities for seniors	3,600

SOCIAL SERVICES

ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2357	Senior Nutrition Transportation: Dial A Ride Transportation for the frail and elderly	27,000
3870	Capital Outlay - Furniture & Fixtures:	2,890
	<i>Conference room chairs (12)</i>	<i>1,800</i>
	<i>Breakroom table (oval)</i>	<i>1,090</i>
3880	Capital Outlay - Other Equipment: Kitchen renovation (carry over from FY17)	16,670
906-3880	Capital Outlay - Miscellaneous Other:	1,400
	<i>49-cu ft frost free freestanding commercial drop in freezer</i>	<i>600</i>
	<i>Kenmore 18 cu. Ft kitchen refrigerator to replace Whirlpool</i>	<i>800</i>

SOCIAL SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-40-4101	1020	SALARIES & WAGES	461,156	488,857	475,799	497,978
101-40-4101	1030	PART TIME WAGES	93,131	112,397	99,342	112,421
101-40-4101	1040	OVERTIME SALARY & WAGES	-	300	-	300
101-40-4101	1049	BILINGUAL/CERTIFICAT PAY	4,725	5,650	4,550	2,600
101-40-4101	1052	AUTO ALLOWANCE	4,745	4,800	4,288	4,800
101-40-4101	1060	PAID SICK LEAVE	4,256	3,900	3,900	5,690
101-40-4101	1065	ACCRUED PAID VACATION	6,641	7,400	16,737	17,070
101-40-4101	1078	MANAGEMENT BENEFIT 401A	5,638	7,527	7,447	7,849
101-40-4101	1080	MEDICARE	7,983	9,819	8,239	9,458
101-40-4101	1081	MGMT BENEFIT/MEDICAL	1,730	8,217	9,549	8,793
101-40-4101	1082	PERS - EMPLOYEES' PORTION	23,364	12,328	7,901	7,767
101-40-4101	1083	PERS - EMPLOYER PORTION	104,072	114,537	113,749	127,366
101-40-4101	1085	LIFE INSURANCE	1,505	1,586	1,406	1,545
101-40-4101	1088	LONG-TERM DISABILITY INSURANCE	5,095	4,643	5,098	5,029
101-40-4101	1090	MEDICAL INS - FT EMPLOYEES	62,783	62,533	60,324	69,587
101-40-4101	1091	DENTAL INS - FT EMPLOYEES	8,388	8,382	6,744	8,284
101-40-4101	1092	VISION INS - FT EMPLOYEES	1,237	1,088	1,081	1,269
101-40-4101	1093	MEDICAL INS - PT EMPLOYEES	5,819	5,630	6,075	6,240
101-40-4101	1094	DENTAL INS - PT EMPLOYEES	1,419	1,430	1,362	2,730
101-40-4101	1095	MEDICAL INS - RETIREES	41,518	49,200	43,852	46,300
101-40-4101	1097	WORKER'S COMPENSATION	-	7,650	7,650	6,359
101-40-4101	1100	ACA AFFORDABILITY STIPEND	314	200	205	170
PERSONNEL EXPENDITURES:			845,520	918,074	885,300	949,605

SOCIAL SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-40-4101	2080	CONTRACT SVC/NON-CLASS	21,280	24,620	24,620	21,650
101-40-4101	2100	UTILITIES	36,975	43,100	31,000	32,000
101-40-4101	2110	CONFERENCES & MEETINGS	1,438	1,000	1,600	800
101-40-4101	2111	MEMBERSHIPS	990	575	900	680
101-40-4101	2113	MILEAGE REIMBURSEMNT	490	400	400	400
101-40-4101	2130	OFFICE EQPT MTCE	476	700	550	560
101-40-4101	2140	OFFICE SUPPLIES	2,091	2,500	2,500	2,000
101-40-4101	2141	POSTAGE	441	500	500	500
101-40-4101	2170	SPECIAL MAT'LS-SUPPLIES	1,443	1,800	1,900	1,300
101-40-4101	2190	TELEPHONE & FAX	6,423	6,834	7,000	7,150
101-40-4101	2220	VEHICLE MTCE & SUPPLIES	14,275	11,400	15,600	10,700
101-40-4101	2230	PROGRAMS & ACTIVITIES	2,262	10,000	10,000	7,000
101-40-4101	2231	VANDALISM REPAIR	319	500	-	-
101-40-4101	2240	DUPLICATING SERVICE CHG	515	1,000	800	1,000
101-40-4101	2250	TRAINING EXPENSE	149	1,000	1,000	1,000
101-40-4101	2351	SENIOR NUTRITION PROGRAM	1,582	1,500	1,500	1,650
101-40-4101	2354	NUTRITION PROGRAM	52,700	52,700	52,700	52,700
101-40-4101	2355	SENIOR CITIZEN PROGRAM	2,567	3,500	3,500	3,600
101-40-4101	2357	SENIOR NUTRITON TRANSP.	21,151	27,000	27,000	27,000
OPERATING EXPENDITURES:			167,570	190,629	183,070	171,690

SOCIAL SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-40-4101	3860	C/O-OFFICE EQUIPMENT	1,586	-	-	-
101-40-4101	3870	C/O-FURNITURE & FIXTURE	-	4,010	4,010	2,890
101-40-4101	3880	C/O-MISCELLANEOUS OTHER	11,261	31,580	14,910	16,670
CAPITAL OUTLAY EXPENDITURES:			12,847	35,590	18,920	19,560
101-40-4101	3995	INTER-FUND TFR/PROP C	(20,935)	(27,800)	(27,800)	(22,000)
101-40-4101	3999	INTER-FUND TFR/CHILD CARE	(7,371)	(7,600)	(7,600)	(7,000)
GENERAL FUND - SOCIAL SERVICES TOTAL:			997,630	1,108,893	1,051,890	1,111,855
227-40-4101	3995	INTER-FUND TFR/PROP C	20,935	27,800	27,800	22,000
PROP C FUND - SOCIAL SERVICES TOTAL:			20,935	27,800	27,800	22,000
745-40-4101	3860	C/O-OFFICE EQUIPMENT	2,162	-	3,544	-
EQUIPMENT REPLACEMENT FUND -SOCIAL SERVICES TOTAL:			2,162	-	3,544	-

SOCIAL SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
746-40-4101	3820	C/O-AUTOMOTIVE EQUIPMENT	-	25,000	25,000	-
		VEHICLE REPLACEMENT FUND - SOCIAL SERVICES TOTAL:	-	25,000	25,000	-
906-00-0212	3880	C/O-MISCELLANEOUS OTHER	-	-	-	1,400
		4161 - FOOD & SHELTER PROGRAM DONATION ACCOUNT -SOCIAL SERVICES TOTAL:	-	-	-	1,400
		SOCIAL SERVICES TOTAL (ALL FUNDS):	1,020,727	1,161,693	1,108,234	1,135,255

EMERGENCY FOOD & SHELTER PROGRAM

ACTIVITIES AND OBJECTIVES

Description of Activities

The Emergency Food program offers emergency food assistance to individuals and families in crisis situations. The Lodging voucher program is available for persons who are temporarily displaced, and in need of emergency lodging. Rental and utility assistance is available for individuals and families in need of financial assistance.

Objectives

- Offer emergency food assistance and referrals for food to families and individuals in crisis.
- Assist homeless families and individuals in need of shelter and homeless services.
- Assist families experiencing a crisis and/or emergency with payment of utilities and rental assistance and other related support services.

EMERGENCY FOOD & SHELTER PROGRAM

ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2883	Rental & Utility Assistance: Emergency rental assistance to keep clients from being evicted Utility assistance to prevent the disconnection of services. (\$48,500 funded from CDBG Grant)	\$ 96,142
2884	Lodging Vouchers: Temporary emergency shelter for homeless clients and their family (\$1,500 funded from CDBG Grant)	4,100
2885	Groceries: Purchase of groceries and supplies for the emergency food cupboard	2,000
2886	Emergency Support: Assist families and individuals with burial cost, prescription costs, relocation assistance, emergency home repair, and transportation	3,000

EMERGENCY FOOD & SHELTER

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-40-4102	2883	RENTAL & UTILITY ASSIST.	8,508	50,150	50,150	47,642
101-40-4102	2884	LODGING VOUCHERS	2,540	3,000	3,000	2,600
101-40-4102	2885	GROCERIES	368	2,000	2,000	2,000
101-40-4102	2886	EMERGENCY SUPPORT	1,956	3,000	3,000	3,000
GENERAL FUND - EMERGENCY FOOD & SHELTER TOTAL:			13,372	58,150	58,150	55,242
207-40-4102	2883	RENTAL & UTILITY ASSIST.	44,944	48,500	48,500	48,500
207-40-4102	2884	LODGING VOUCHERS	1,868	1,500	1,500	1,500
CDBG - EMERGENCY FOOD & SHELTER TOTAL:			46,812	50,000	50,000	50,000
EMERGENCY FOOD & SHELTER TOTAL (ALL FUNDS):			60,184	108,150	108,150	105,242

CHILD CARE PROGRAM

ACTIVITIES AND OBJECTIVES

Description of Activities

The California Alternative Payment Program (CAPP) and Cal WORKS (Stages I, II & III) Child Development Program provides subsidized services for children of low income parents working or in job training who live or work in the City of Norwalk. The funding is also allocated to provide childcare services to families that receive assistance from the Department of Public Social Services.

The program provides quality childcare, while allowing parents to work toward self-sufficiency through education, job training or employment. Childcare is provided in local day care homes, centers and schools.

This program is funded entirely through State and Federal funds from the Department of Education and the California Department of Social Services.

Objectives

- Maintain and increase contract service levels.
- Continue to work with Childcare Alliance of Los Angeles in delivering accountable and quality service with DPSS.
- Continue providing parenting education seminars to our clients, providers and community.
- Actively pursue new State, Federal, and other funding sources for advancing the number of children served by the program.
- Continue working cooperatively with local school districts and day care centers, to ensure quality care for low-income families.
- Maintain electronic data updates, record keeping and tracking of clients.
- Maintain and update the resource and referral booklet for parents seeking childcare services in the Norwalk area.
- Provide ongoing childcare provider training, nutrition and physical activity.
- Maintain a fraud control system of checks & balances in the program.

Budget Program: Child Care Program - CDE, 4103

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Child Care Program Manager (a)	0.45	0.56	47,316	Eligibility Worker (k)	989	989	1	22,378
Child Care Program Supervisor (b)	0.67	0.34	21,494	Quality Control Specialist (l)	343	343	1	7,761
Eligibility Worker (c)	1.12	1.28	62,040					
Payment Specialist (d)	0.71	0.37	18,756					
Intake Specialist (e)	0.23	0.38	16,118					
Director of Social Services (f)	0.00	0.03	4,670					
Director of Finance/City Treasurer (g)	0.00	0.01	1,635					
Senior Accountant (h)	0.00	0.05	3,650					
Payroll Specialist (i)	0.00	0.01	733					
Account Clerk III (j)	0.00	0.03	1,875					
(a) 44% Child Care Stage 1								
(b) 66% Child Care Stage 1								
(c) 72% Child Care Stage 1								
(d) 63% Child Care Stage 1								
(e) 62% Child Care Stage 1								
(f) 93% Social Services, 3% Childcare - Stage 1, 1% Senior Grant								
(g) 65% Finance, 14% SA-RDA; 6% CDBG; 9% Water, 4% Prop C Admin, 1% Childcare - Stage 1								
(h) 62% Finance, 10% Water; 15% SA-RDA, 3% Prop C Admin, 5% Childcare - Stage 1								
(i) 96% Finance , 3% Prop C Admin				(k) 42% Child Care Stage 1				
(j) 182% Finance, 5% Prop C Admin, 4% SR Grant, 3% Dispute Resolution, 3% Childcare - Stage 1				(l) 78% Child Care Stage 1				
TOTAL	3.18	3.06	178,287	TOTAL	1,332	1,332	2	30,139

CHILD CARE PROGRAM

ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2030	Contract Services (CAPP): Payment for Exempt, License and Family Day Care for Child Care Services	\$ 169,828
2032	Contract Services (C2AP): Payment for Exempt, License and Family Day Care for Child Care Services	1,355,304
2034	Contract Services (C3AP): Payment for Exempt, License and Family Day Care for Child Care Services	827,337
2036	Contract Services (Stage 1): Payment for Exempt, License and Family Day Care for Child Care Services	896,476
2080	Contract Services - Non-Classified: Care Control, Program Management Software	10,000
2110	Conferences & Meetings: State and local grant-related workshops and computer training	3,500
2111	Memberships: California Alternative Payment Association and Child Care Alliance of Los Angeles	7,500
4103-3860	Capital Outlay - Office Equipment:	10,000
	Design & replace 8 existing office cubicles (50% CDE/50% Stage 1)	10,000

CHILD CARE PROGRAM
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
4105-3860	<p>Capital Outlay - Office Equipment:</p> <p style="padding-left: 40px;">Design & replace 8 existing office cubicles (50% CDE/50% Stage 1)</p>	<p style="text-align: center;">10,000</p> <p style="text-align: center;"><i>10,000</i></p>

CHILD CARE

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
<u>CHILDCARE - CDE:</u>						
203-40-4103	1020	REG SALARIES & WAGES	130,901	179,023	173,992	178,287
203-40-4103	1030	PART TIME WAGES	22,617	30,129	31,318	30,139
203-40-4103	1048	MEDICAL OPT-OUT-GEN. UNIT	-	-	231	240
203-40-4103	1049	BILINGUAL/CERTIFICAT PAY	2,692	2,132	2,862	1,684
203-40-4103	1052	AUTO ALLOWANCE	-	-	190	-
203-40-4103	1060	PAID SICK LEAVE	1,311	1,350	1,400	1,710
203-40-4103	1065	ACCRUED PAID VACATION	6,707	3,900	2,700	2,750
203-40-4103	1074	EMPLOYEE'S AWARD	-	-	3	-
203-40-4103	1078	MANAGEMENT BENEFIT 401A	3	-	254	-
203-40-4103	1080	MEDICARE	2,233	3,185	2,801	3,141
203-40-4103	1081	MGMT BENEFIT/MEDICAL	2	-	104	64
203-40-4103	1082	PERS - EMPLOYEES' PORTION	6,183	5,388	5,531	5,436
203-40-4103	1083	PERS - EMPLOYER PORTION	29,689	42,569	41,741	45,605
203-40-4103	1085	LIFE INSURANCE	396	516	521	567
203-40-4103	1088	LONG-TERM DISABILITY INSURANCE	1,332	1,739	1,720	1,801
203-40-4103	1090	MEDICAL INS - FT EMPLOYEES	24,106	31,593	30,090	31,392
203-40-4103	1091	DENTAL INS - FT EMPLOYEES	3,479	4,444	4,052	4,205
203-40-4103	1092	VISION INS - FT EMPLOYEES	385	471	525	455
203-40-4103	1093	MEDICAL INS - PT EMPL	-	-	717	1,560
203-40-4103	1094	DENTAL INS - PT EMPL	105	-	1,362	1,400
203-40-4103	1095	MEDICAL INS - RETIREES	9,938	9,600	10,445	10,800
203-40-4103	1097	WORKER'S COMPENSATION	-	3,868	3,868	2,367
203-40-4103	1098	OPEB-FUTURE FTE RETIREES	21,010	19,950	19,990	24,100
PERSONNEL EXPENDITURES:			263,090	339,857	336,414	347,702

CHILD CARE

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
203-40-4103	2030	CAPP/DPP - CHILD CARE	156,713	189,718	169,828	169,828
203-40-4103	2032	C2AP/DPP - CHILD CARE	1,326,476	1,486,999	1,355,304	1,355,304
203-40-4103	2034	C3AP/DPP - CHILD CARE	690,128	771,507	827,337	827,337
203-40-4103	2057	PROMOTIONAL ADVERTISING	839	1,160	1,400	1,200
203-40-4103	2080	CONTRACT SVC/NON-CLASS	3,749	28,679	5,000	5,000
203-40-4103	2084	CONTRA SVC/PARENT FEES	86,420	23,200	70,000	100,000
203-40-4103	2086	LEGAL SERVICES	-	1,160	-	2,000
203-40-4103	2100	UTILITIES	-	3,000	-	-
203-40-4103	2110	CONFERENCES & MEETINGS	3,878	2,030	2,030	2,000
203-40-4103	2111	MEMBERSHIPS	2,688	4,234	4,234	4,500
203-40-4103	2113	MILEAGE REIMBURSEMNT	12	-	25	-
203-40-4103	2130	OFFICE EQPT MTCE	898	3,038	1,500	433
203-40-4103	2140	OFFICE SUPPLIES	4,522	7,860	7,860	7,000
203-40-4103	2141	POSTAGE	4,746	6,207	6,207	5,500
203-40-4103	2161	ADMINISTRATIVE COSTS	12,126	18,892	175	-
203-40-4103	2170	SPECIAL MAT'LS-SUPPLIES	3,371	3,433	6,000	6,000
203-40-4103	2190	TELEPHONE & FAX	2,692	4,284	3,750	3,363
203-40-4103	2220	VEHICLE MTCE & SUPPLIES	974	2,200	1,938	1,254
203-40-4103	2240	DUPLICATING SERVICE CHG	4,408	5,000	4,218	4,218
203-40-4103	2250	TRAINING EXPENSE	-	1,450	1,450	1,500
203-40-4103	2400	AUDIT FEES	4,478	1,328	2,866	3,000
OPERATING EXPENDITURES:			2,309,118	2,565,379	2,471,122	2,499,437

CHILD CARE

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
203-40-4103	3860	C/O-OFFICE EQUIPMENT	94	-	-	10,000
CAPITAL OUTLAY EXPENDITURES:			94	-	-	10,000
CHILD CARE - CDE TOTAL:			2,572,302	2,905,236	2,807,536	2,857,139

Budget Program:

Child Care Program - Stage 1, 4105

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Child Care Program Manager (a)	0.55	0.44	37,177	Eligibility Worker (j)	571	571	1	12,920
Child Care Program Supervisor (b)	0.33	0.66	41,723	Quality Control Specialist (k)	1,217	1,217	1	27,537
Eligibility Worker (c)	0.88	0.72	34,898					
Payment Specialist (d)	0.29	0.63	31,932					
Intake Specialist (e)	0.77	0.62	26,294					
Director of Social Services (f)	0.00	0.03	4,670					
Director of Finance/City Treasurer (g)	0.00	0.01	1,557					
Senior Accountant (h)	0.00	0.05	3,650					
Account Clerk III (i)	0.00	0.03	1,875					
(a) 56% Child Care CDE				(j) 58% Child Care CDE				
(b) 34% Child Care CDE				(k) 22% Child Care CDE				
(c) 128% Child Care CDE								
(d) 37% Child Care CDE								
(e) 38% Child Care CDE								
(f) 93% Social Services, 3% Childcare, 1% Senior Grant								
(g) 65% Finance, 14% SA-RDA; 6% CDBG; 9% Water, 4% Prop C Admin, 1% Childcare								
(h) 62% Finance, 10% Water; 15% SA-RDA, 3% Prop C Admin, 5% Childcare								
(i) 182% Finance, 5% Prop C Admin, 4% SR Grant, 3% Dispute Resolution, 3% Childcare								
TOTAL	2.82	3.19	183,776	TOTAL	1,788	1,788	2	40,457

CHILD CARE

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
<u>CHILDCARE - STAGE 1:</u>						
203-40-4105	1020	REG SALARIES & WAGES	170,045	155,206	186,041	183,776
203-40-4105	1030	PART TIME WAGES	38,264	40,444	40,279	40,457
203-40-4105	1048	MEDICAL OPT-OUT-GEN. UNIT	-	-	279	240
203-40-4105	1049	BILINGUAL/CERTIFICAT PAY	1,691	1,118	1,688	1,567
203-40-4105	1052	AUTO ALLOWANCE	-	-	177	-
203-40-4105	1060	PAID SICK LEAVE	1,020	1,250	1,300	1,760
203-40-4105	1065	ACCRUED PAID VACATION	2,149	3,000	2,700	2,740
203-40-4105	1078	MANAGEMENT BENEFIT 401A	-	-	229	-
203-40-4105	1080	MEDICARE	2,901	2,987	3,080	3,366
203-40-4105	1081	MGMT BENEFIT/MEDICAL	-	-	93	44
203-40-4105	1082	PERS - EMPLOYEES' PORTION	6,614	4,401	4,782	4,724
203-40-4105	1083	PERS - EMPLOYER PORTION	38,526	36,905	44,636	47,007
203-40-4105	1085	LIFE INSURANCE	426	425	438	504
203-40-4105	1088	LONG-TERM DISABILITY INSURANCE	1,697	1,507	1,768	1,857
203-40-4105	1090	MEDICAL INS - FT EMPLOYEES	30,001	29,516	31,257	31,839
203-40-4105	1091	DENTAL INS - FT EMPLOYEES	4,227	3,940	4,353	4,387
203-40-4105	1092	VISION INS - FT EMPLOYEES	484	417	492	473
203-40-4105	1093	MEDICAL INS - PT EMPL	-	-	828	1,560
203-40-4105	1094	DENTAL INS - PT EMPL	-	-	-	700
203-40-4105	1097	WORKER'S COMPENSATION	1,776	3,373	3,373	2,439
203-40-4105	1098	OPEB-FUTURE FTE RETIREES	18,631	17,690	17,690	27,200
PERSONNEL EXPENDITURES:			318,451	302,179	345,483	356,639

CHILD CARE

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
203-40-4105	2036	STAGE 1/DPP-CHILD CARE	737,618	737,618	896,476	896,476
203-40-4105	2057	PROMOTIONAL ADVERTISING	840	3,418	3,418	3,500
203-40-4105	2080	CONTRACT SVC/NON-CLASS	4,187	27,083	5,000	5,000
203-40-4105	2084	CONTRA SVC/PARENT FEES	-	16,800	-	-
203-40-4105	2086	LEGAL SERVICES	840	840	-	-
203-40-4105	2100	UTILITIES	-	3,000	-	-
203-40-4105	2110	CONFERENCES & MEETINGS	2,200	1,470	1,470	1,500
203-40-4105	2111	MEMBERSHIPS	3,066	3,066	3,066	3,000
203-40-4105	2130	OFFICE EQPT MTCE	630	630	750	327
203-40-4105	2140	OFFICE SUPPLIES	7,140	7,140	2,200	1,000
203-40-4105	2141	POSTAGE	2,100	2,100	500	600
203-40-4105	2161	ADMINISTRATIVE COSTS	12,600	12,600	-	-
203-40-4105	2170	SPECIAL MAT'LS-SUPPLIES	6,000	2,486	6,000	5,000
203-40-4105	2190	TELEPHONE & FAX	-	-	2,494	2,537
203-40-4105	2220	VEHICLE MTCE & SUPPLIES	-	-	1,462	946
203-40-4105	2240	DUPLICATING SERVICE CHG	-	-	3,182	3,182
203-40-4105	2250	TRAINING EXPENSE	1,050	1,050	1,050	500
203-40-4105	2400	AUDIT FEES	2,500	1,902	1,930	2,000
OPERATING EXPENDITURES:			780,771	821,203	928,998	925,568
203-40-4105	3860	C/O-OFFICE EQUIPMENT	1,900	2,600	2,600	10,000
CAPITAL OUTLAY EXPENDITURES:			1,900	2,600	2,600	10,000
CHILD CARE - STAGE 1 TOTAL:			1,101,122	1,125,982	1,277,081	1,292,207

CHILD CARE

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
<u>LA-ROCCS (LOS ANGELES-REDUCE OBESITY IN CHILD CARE SETTINGS)</u>						
203-40-4109	1020	REG SALARIES & WAGES	4,087	-	-	-
203-40-4109	1049	BILINGUAL/CERTIFICAT PAY	34	-	-	-
203-40-4109	1080	MEDICARE	55	-	-	-
203-40-4109	1082	PERS - EMPLOYEES' PORTION	243	-	-	-
203-40-4109	1083	PERS - EMPLOYER PORTION	923	-	-	-
203-40-4109	1085	LIFE INSURANCE	16	-	-	-
203-40-4109	1088	LONG-TERM DISABILITY INSURANCE	43	-	-	-
203-40-4109	1090	MEDICAL INS - FT EMPLOYEES	516	-	-	-
203-40-4109	1091	DENTAL INS - FT EMPLOYEES	72	-	-	-
203-40-4109	1092	VISION INS - FT EMPLOYEES	7	-	-	-
PERSONNEL EXPENDITURES:			5,995	-	-	-
LA-ROCCS GRANT TOTAL:			5,995	-	-	-

CHILD CARE

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
<u>GATEWAY FOR EARLY EDUCATORS PROGRAM</u>						
203-40-4110	1020	REG SALARIES & WAGES	18,469	-	-	-
203-40-4110	1030	PART TIME WAGES	8,956	-	-	-
203-40-4110	1049	BILINGUAL/CERTIFICAT PAY	144	-	-	-
203-40-4110	1065	ACCRUED PAID VACATION	1,601	-	-	-
203-40-4110	1080	MEDICARE	402	-	-	-
203-40-4110	1082	PERS - EMPLOYEES' PORTION	1,096	-	-	-
203-40-4110	1083	PERS - EMPLOYER PORTION	4,168	-	-	-
203-40-4110	1085	LIFE INSURANCE	63	-	-	-
203-40-4110	1088	LONG-TERM DISABILITY INSURANCE	171	-	-	-
203-40-4110	1090	MEDICAL INS - FT EMPLOYEES	2,066	-	-	-
203-40-4110	1091	DENTAL INS - FT EMPLOYEES	290	-	-	-
203-40-4110	1092	VISION INS - FT EMPLOYEES	31	-	-	-
PERSONNEL EXPENDITURES:			37,455	-	-	-

CHILD CARE

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
203-40-4110	2141	POSTAGE	-	-	-	-
203-40-4110	2161	ADMINISTRATIVE COSTS	2,534	-	-	-
OPERATING EXPENDITURES:			2,534	-	-	-
GATEWAY FOR EARLY EDUCATORS PROGRAM TOTAL:			39,989	-	-	-
CHILD CARE FUND TOTAL:			3,719,408	4,031,218	4,084,617	4,149,346
CHILD CARE PROGRAM TOTAL (ALL FUNDS):			3,719,408	4,031,218	4,084,617	4,149,346

SENIOR CENTER

ACTIVITIES AND OBJECTIVES

Description of Activities

Offering to those 50 years and older a wide variety of educational, recreational, social and human service programs and services, the Norwalk Senior Center, which opened December 2000 continues to serve as a focal point for senior services and concerns in the community. Programs and services address both the interests and needs of baby boomers, “well” mature adults, as well as those who may be frail with special needs.

Objectives

- Offer a variety of recreational and social programs including the congregate meal program, for senior residents of Norwalk and surrounding communities that promote vital aging.
- Respond to the needs of the community, as it relates to the needs and interests of mature adults 50 years and above.
- Provide services such as case management, information and assistance, and other supportive services for older adults and their families and caregivers.
- Provide the Supportive Services program as funded by the Los Angeles County Area Agency on Aging.
- Provide programs that promote diversity, cultural awareness and intergenerational relationships.
- Provide programs that promote emergency preparedness in the home.
- Maintain collaborative relationships with a wide range of public and private partners and members of the aging network for the benefit of program participants.
- Develop and disseminate age-appropriate publicity materials.
- Continue to evaluate current programs and services and survey need for new programs and services.
- Continue to recruit and utilize volunteers in meaningful and productive roles to support the senior program.
- Provide patrons with free Wi-Fi and access to computers to offer greater access to the internet, City information, programs and resources.

Budget Program:

Social Services - Senior Center, 4104

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Senior Center Manager (a)	1.00	0.96	75,462	Senior Program Aide	1,500	1,500	1	35,423
Senior Services Coordinator (b)	0.70	0.79	52,927	Recreation Leader III	3,000	3,000	2	72,244
Office Assistant II	1.00	1.00	52,788	Recreation Leader II	7,048	7,048	5	105,210
Office Assistant I	1.00	1.00	48,468					
Recreation Supervisor	0.00	1.00	71,062					
Recreation Coordinator	1.00	0.00	-					
Total General Fund	4.70	5.75	351,648					
(a) 4% Senior Grant Fund								
(b) 21% Senior Grant Fund								
SENIOR GRANT POSITIONS								
Director of Social Services (c)	0.00	0.01	1,557					
Senior Center Manager (d)	0.30	0.04	3,144					
Senior Services Coordinator (e)	0.00	0.21	14,070					
Account Clerk III (f)	0.00	0.04	2,596					
Total Senior Grant Fund	0.30	0.30	21,367					
(c) 93% Social Services, 3% Childcare, 3% Childcare - Stage 1								
(d) 96% Senior Center								
(e) 79% Senior Center								
(f) 87% Finance, 2% Prop C Admin, 3% Dispute Resolution, 2% Childcare, 2% Childcare - Stage 1								
TOTAL	5.00	6.05	373,015	TOTAL	11,548	11,548	8	212,877

SENIOR CENTER
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2080	Contract Services - Non Class:	1,000
	<i>MTC (Service Track)</i>	<i>1,000</i>
2111	Memberships: California Park and Recreation Society, Aging Section; National Council on Aging, Motion Picture Licensing Corp, and Elder Justice Coalition	1,100
2140	Office Supplies: General office supplies for operation and general support of the Senior Center	6,400
2179	Special Supplies - Services: Special equipment, promotional needs, paper goods, equipment maintenance, coffee, cable TV and popcorn supplies, staff shirts, and medical supplies	33,389
2229	Senior Tours: Day Trips and extended tours for senior participants	18,040

SENIOR CENTER
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2230	Programs & Activities: Recreational programs (dances, volunteer recognition, workshops and special events)	40,500
2232	Classes: Educational classes for senior participants	18,300
2351	Senior Nutrition Program: Special activities and celebrations for the weekday nutrition program	6,000
2354	Nutrition Program: Congregate weekday meal program for Senior Center	90,000
3880	Capital Outlay - Other Equipment:	13,489
	<i>Registration software system</i>	<i>10,950</i>
	<i>Window treatment</i>	<i>2,539</i>
906-3870	Capital Outlay - Furniture:	5,500
	<i>Reupholster 2 couches and 4 chairs in Sr. Center Lobby</i>	<i>5,500</i>

SENIOR CENTER

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-40-4104	1020	SALARIES & WAGES	295,656	305,027	266,320	351,845
101-40-4104	1030	PART TIME WAGES	170,271	207,101	170,637	212,877
101-40-4104	1048	MEDICAL OPT-OUT GEN. UNIT	4,296	4,800	27	4,800
101-40-4104	1049	BILINGUAL/CERTIFICAT PAY	3,822	650	2,689	650
101-40-4104	1065	ACCRUED PAID VACATION	3,554	2,400	3,005	3,070
101-40-4104	1078	MANAGEMENT BENEFIT 401A	-	-	50	-
101-40-4104	1081	MGMT BENEFIT/MEDICAL	-	-	287	-
101-40-4104	1080	MEDICARE	6,764	7,653	6,177	8,318
101-40-4104	1082	PERS - EMPLOYEE'S PORTION	10,788	4,051	6,769	6,894
101-40-4104	1083	PERS - EMPLOYER PORTION	66,603	72,528	63,478	90,141
101-40-4104	1085	LIFE INSURANCE	630	651	723	900
101-40-4104	1088	LONG-TERM DISABILITY INSURANCE	2,980	2,964	2,468	3,553
101-40-4104	1090	MEDICAL INS - FT EMPLOYEES	31,213	31,186	38,388	56,230
101-40-4104	1091	DENTAL INS - FT EMPLOYEES	3,270	5,169	3,794	8,032
101-40-4104	1092	VISION INS - FT EMPLOYEES	711	544	780	845
101-40-4104	1093	MEDICAL INS - PT EMPLOYEES	-	8,400	12	-
101-40-4104	1094	DENTAL INS - PT EMPLOYEES	1,776	1,790	1,539	1,400
101-40-4104	1095	MEDICAL INSURANCE-RETIREEES	11,745	12,300	12,230	12,900
101-40-4104	1097	WORKER'S COMPENSATION	-	4,947	4,947	4,491
101-40-4104	1100	ACA AFFORDABILITY STIPEND	-	-	1	-
PERSONNEL EXPENDITURES:			614,080	672,161	584,320	766,946

SENIOR CENTER

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-40-4104	2050	PUBLICATIONS	820	400	400	400
101-40-4104	2079	CONTRACT SRV-NON CLASS	1,020	-	894	-
101-40-4104	2080	CONTRACT SVC	1,560	8,900	7,900	1,000
101-40-4104	2100	UTILITIES	66,642	77,600	58,000	59,000
101-40-4104	2110	CONFERENCES & MEETINGS	540	1,000	1,110	1,000
101-40-4104	2111	MEMBERSHIPS	618	670	1,000	1,100
101-40-4104	2113	MILEAGE REIMBURSEMNT	15	140	140	140
101-40-4104	2130	OFFICE EQPT MTCE	932	800	751	770
101-40-4104	2140	OFFICE SUPPLIES	6,062	6,400	6,400	6,400
101-40-4104	2141	POSTAGE	772	900	900	900
101-40-4104	2170	SPECIAL MAT'LS-SUPPLIES	125	-	-	-
101-40-4104	2179	SPECIAL SUPPLIES-SENIORS	23,645	30,000	30,000	33,389
101-40-4104	2190	TELEPHONE & FAX	7,766	7,752	9,200	9,400
101-40-4104	2229	TOURS	17,946	17,500	17,500	18,040
101-40-4104	2230	PROGRAMS & ACTIVITIES	45,386	38,000	38,000	40,500
101-40-4104	2231	VANDALISM REPAIR	194	500	500	-
101-40-4104	2232	CLASSES	8,729	16,000	16,000	18,300
101-40-4104	2240	DUPLICATING SERVICE CHG	3,864	5,000	4,830	5,100
101-40-4104	2250	TRAINING EXPENSE	95	500	500	600
101-40-4104	2351	SENIOR NUTRITION PROGRAM	3,321	5,500	5,500	6,000
101-40-4104	2354	NUTRITION PROGRAM	90,000	90,000	90,000	90,000
OPERATING EXPENDITURES:			280,053	307,562	289,525	292,039

SENIOR CENTER

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-40-4104	3860	C/O-OFFICE EQUIPMENT	8,038	-	-	-
101-40-4104	3870	C/O-FURNITURE	8,853	3,065	3,065	-
101-40-4104	3880	C/O-OTHER EQUIPMENT	1,779	-	-	13,489
CAPITAL OUTLAY EXPENDITURES:			18,670	3,065	3,065	13,489
101-90-9217	3990	GENERAL FUND TRANSFER OUT / CITY'S CONTRIBUTION	26,214	28,991	63,154	32,406
GENERAL FUND - SENIOR CENTER SERVICE TOTAL:			939,016	1,011,779	940,064	1,104,880

SENIOR CENTER

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
<u>SENIOR GRANT FUND (FUND 217)</u>						
217-40-4104	1020	SALARIES & WAGES	32,215	18,406	33,503	21,367
217-40-4104	1030	PART TIME WAGES	9,086	-	10,556	-
217-40-4104	1048	MEDICAL OPT-OUT-GEN. UNIT	590	-	11	-
217-40-4104	1049	BI-LINGUAL/CERTIFICAT PAY	83	-	1	-
217-40-4104	1052	AUTO ALLOWANCE	135	-	68	-
217-40-4104	1060	PAID SICK LEAVE	109	800	800	800
217-40-4104	1065	ACCRUED PAID VACATION	410	300	300	300
217-40-4104	1078	MANAGEMENT BENEFIT 401A	217	-	342	-
217-40-4104	1080	MEDICARE	605	267	639	311
217-40-4104	1081	MGMT BENEFIT/MEDICAL	61	-	1,342	-
217-40-4104	1082	PERS - EMPLOYEES' PORTION	493	553	1	-
217-40-4104	1083	PERS - EMPLOYER PORTION	7,253	4,510	7,966	5,467
217-40-4104	1085	LIFE INSURANCE	21	4	76	64
217-40-4104	1088	LONG-TERM DISABILITY INSURANCE	327	186	311	216
217-40-4104	1090	MEDICAL INS - FT EMPLOYEES	2,828	2,880	2,558	2,916
217-40-4104	1091	DENTAL INS - FT EMPLOYEES	381	419	321	420
217-40-4104	1092	VISION INS - FT EMPLOYEES	48	45	39	47
217-40-4104	1097	WORKER'S COMPENSATION	-	397	397	273
PERSONNEL EXPENDITURES:			54,862	28,767	59,229	32,181

SENIOR CENTER

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
217-40-4104	2037	TITLE IIIB CONTRACT SVC	28,734	54,389	54,389	54,389
217-40-4104	2140	OFFICE SUPPLIES	-	125	150	125
217-40-4104	2141	POSTAGE	48	100	100	100
OPERATING EXPENDITURES:			28,782	54,614	54,639	54,614
217-90-9101	4790	TRANSFER IN / CITY'S FUNDING	(26,214)	(26,214)	(63,154)	(32,406)
SENIOR GRANT FUND TOTAL:			57,431	57,167	50,714	54,389
745-40-4104	3860	C/O-OFFICE EQUIPMENT	5,427	-	-	-
EQUIPMENT REPLACEMENT FUND - SENIOR CENTER FUND TOTAL:			5,427	-	-	-
906-00-0212	3870	C/O-FURNITURE	-	-	-	5,500
4166 - SR. PROGRAM DONATION ACCOUNT - SENIOR CENTER TOTAL:			-	-	5,500	5,500
SENIOR CENTER SERVICES TOTAL (ALL FUNDS):			1,001,874	1,068,946	990,778	1,164,769

NORWALK DISPUTE RESOLUTION PROGRAM

ACTIVITIES AND OBJECTIVES

Description of Activities

The Norwalk Dispute Resolution Program is designed to provide dispute resolution services free of charge to Norwalk residents who are seeking conciliation, mediation, information and referral services regardless of income, age, ethnicity, and language.

Objectives

- Assist clients with intake and problem assessment on a walk-in and telephone basis.
- Assist clients with landlord/tenant, consumer/merchant and alternative dispute resolution information.
- Conduct regular progress review to ensure goals & objectives are being met.
- Maintain educational programs and provide written informational material to clients.
- Conduct follow up surveys to gather feedback on services being provided.
- Outreach into the community and court system to provide dispute resolution services.
- Provide staff with additional training to ensure most up to date mediation strategies are utilized.
- Alleviate the problem of case overload from the courts.

NORWALK DISPUTE RESOLUTION PROGRAM
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2057	Promotional Advertising: Promotional Program items	\$ 1,000
2080	Contract Services - Non Classified: Mediation training for staff and the community	1,500
2110	Conferences & Meetings: Pepperdine Dispute Resolution Conference, O.C. Human Relations Conference	1,000
2111	Memberships: Southern California Mediation Association (SCMA), membership for Mediate.com	500
2170	Special Materials-Supplies: Purchase of program supplies	800

DISPUTE RESOLUTION PROGRAM

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
249-40-4106	1020	SALARIES & WAGES	1,354	-	1,294	1,952
249-40-4106	1030	PART TIME WAGES	36,058	42,549	35,687	42,980
249-40-4106	1049	BILINGUAL/CERTIFICAT PAY	673	-	650	-
249-40-4106	1060	PAID SICK LEAVE	-	500	500	-
249-40-4106	1065	ACCRUED PAID VACATION	-	1,000	1,000	1,000
249-40-4106	1080	MEDICARE	552	625	545	763
249-40-4106	1082	PERS - EMPLOYEES' PORTION	7	-	-	-
249-40-4106	1083	PERS - EMPLOYER PORTION	305	-	308	500
249-40-4106	1085	LIFE INSURANCE	0	-	-	1
249-40-4106	1088	LONG-TERM DISABILITY INSURANCE	13	-	4	20
249-40-4106	1090	MEDICAL INS - FT EMPLOYEES	153	-	45	249
249-40-4106	1091	DENTAL INS - FT EMPLOYEES	32	-	8	42
249-40-4106	1092	VISION INS - FT EMPLOYEES	3	-	1	5
249-40-4106	1093	MEDICAL INS - PT EMPLOYEES	-	2,800	-	2,800
249-40-4106	1094	DENTAL INS - PT EMPLOYEES	105	1,400	1,361	1,400
249-40-4106	1097	WORKER'S COMPENSATION	-	-	-	25
PERSONNEL EXPENDITURES:			39,256	48,874	41,404	51,737

DISPUTE RESOLUTION PROGRAM

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
249-40-4106	2057	PROMOTIONAL ADVERTISING	801	1,000	1,000	1,000
249-40-4106	2080	CONTRACT SVC/NON-CLASS	-	2,000	2,000	1,500
249-40-4106	2110	CONFERENCES & MEETINGS	1,191	1,000	1,000	1,000
249-40-4106	2111	MEMBERSHIPS	-	500	500	500
249-40-4106	2113	MILEAGE REIMBURSEMNT	33	150	150	150
249-40-4106	2140	OFFICE SUPPLIES	1,523	2,500	2,500	2,200
249-40-4106	2141	POSTAGE	39	-	25	-
249-40-4106	2170	SPECIAL MAT'LS-SUPPLIES	1,229	1,800	1,800	800
249-40-4106	2190	TELEPHONE & FAX	214	204	200	205
249-40-4106	2250	TRAINING EXPENSE	-	500	500	1,000
OPERATING EXPENDITURES:			5,031	9,654	9,675	8,355
249-90-9101	4790	TRANSFER IN / CITY'S GRANT MATCH	(19,679)	(33,079)	(25,630)	(34,643)
DISPUTE RESOLUTION GRANT FUND TOTAL:			24,608	25,449	25,449	25,449
101-90-9249	3990	GENERAL FUND TRANSFER OUT / CITY'S CONTRIBUTION	19,679	33,079	25,630	34,643
DISPUTE RESOLUTION TOTAL (ALL FUNDS):			44,287	58,528	51,079	60,092

**SOCIAL SERVICES
BUDGET UNIT:**

**ANGEL TREE
101-40-4108**

FULL TIME POSITIONS		
Position Title	Hours	FY 17-18 Budget
Recreation Coordinator	8	8
Senior Services Coordinator	8	8
SSW II	16	16
OAI	16	16
OAI	8	8
OAI	8	8
Child Care Manager	8	8
Child Care Supervisor	8	8
Eligibility Worker	16	16
Payment Specialist	8	8
TOTAL	104	104

PART TIME POSITIONS		
Position Title	FY 17-18 Budgeted Hours	FY 17-18 Budgeted Wages
Recreation Leader III	10	241
Recreation Leader II	56	836
Senior Program Aide	8	189
Public Safety Officer	66	1,731
DRP	8	189
Dental Clerk	8	150
SSWI	8	172
Intake Specialist	8	165
QC Specialist	8	181
TOTAL	180	3,854

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 16-17 Actuals Thru 5/30/17	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-40-4108	1030	PART TIME WAGES	1,771	3,928	1,386	1,386	3,854
101-40-4108	1080	MEDICARE	25	57	20	20	56
		PERSONNEL EXPENDIT	1,796	3,985	1,405	1,406	3,910
101-40-4108	2230	PROGRAMS & ACT	6,334	7,400	7,833	7,833	7,400
		OPERATING EXPENDIT	6,334	7,400	7,833	7,833	7,400
		ANGEL TREE	8,130	11,385	9,238	9,239	11,310

RECREATION

ACTIVITIES AND OBJECTIVES

Description of Activities

Operating under the motto of “Parks Make Life Better,” the Recreation and Park Services Department offers facilities, year-round programming and services for residents of all ages and abilities. The Department oversees 12 community parks, two museums, an aquatic center, a teen center, and the Norwalk Arts & Sports Complex which includes a state of the art weight room, full size basketball court, four racquetball courts, and a boxing gym, along with classrooms, banquet and meeting rooms and the Mary Paxon Art Gallery.

Citywide Special Events, special interest classes and workshops, youth and adult sports, a program for the physically and mentally challenged, aquatic programs, day camps, tot programming and more all fall under the umbrella of the Department. The Norwalk All-City Youth Band is also an important element of the Recreation and Park Services Department.

Objectives

- * Provide outstanding customer service in all areas of the Department where staff come in contact with the public
- * Increase community outreach by providing recreation activities through the entire community.
- * Enhance existing programming and continue offering new innovative programs.
- * Improve program registration procedures for classes either in person or online.
- * Explore opportunities for grant funding to improve public facilities and open space.

Budget Program: Recreation, 5101

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Director of Recreation & Park Services	1.00	1.00	134,460	Recreation Leader III	5,460	5,460	3	131,483
Recreation & Parks Superintendent	1.00	1.00	119,160	Recreation Leader II	21,347	21,347	38	318,668
Recreation Supervisor	2.00	2.00	160,289	Recreation Leader I	8,599	8,599	10	113,481
Recreation Coordinator	3.00	2.00	111,913					
Office Assistant III	1.00	1.00	64,680					
Community Information Specialist	0.40	0.00	-					
Creative Coordinator (a)	0.00	0.40	29,846					
Office Assistant II	1.00	1.00	52,579					
				Recreation Unit Subtotal	35,406	35,406	51	563,632
				Youth Worker	10,876	10,876	50	114,198
(a) 60% Communications & Public Affairs				Summer Youth Worker Unit Subtotal	10,876	10,876	50	114,198
TOTAL	9.40	8.40	672,927	TOTAL	46,282	46,282	101	677,830

RECREATION
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2080	Contract Services - Non-Classified: <i>Quarterly Department Brochure</i> <i>Summer Youth Employment</i> <i>General Recreation Programs</i> <i>Adaptive</i> <i>Contract Classes</i>	\$ 75,200 29,200 9,000 5,000 2,000 30,000
2111	Memberships: California Parks and Recreation Society, Southern California Municipal Athletic Federation, and National Recreation and Park Association	1,800
2170	Special Materials & Supplies: Sproul Museum and Hargitt House, Program promotional items, special paper, specialized rental, General Recreation Programs and special craft supplies	10,000
2230	Programs & Activities: <i>3 Centers, 6 Small Parks, Carom Boards, Craft Supplies, Paper Goods, Office Supplies, Program Equipment, Game Supplies, Family Days, and Block parties</i> <i>General Recreation Programs</i> <i>Adaptive Recreation</i> <i>Sproul Museum and Hargitt House</i> <i>Summer Youth Employment</i>	68,600 34,600 15,000 11,000 2,000 6,000
101-3860	Capital Outlay - Office Equipment: <i>Plotter (replace #5500 & #6100)</i>	12,000

RECREATION
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
101-3870	Capital Outlay - Furniture & Fixture: 200 replacement chairs for 6 park sites	6,200
101-3880	Capital Outlay - Miscellaneous Other: <i>Replace canopies for special events (15 per year)</i> <i>Replace park directional signage</i>	15,400 8,400 7,000
746-3820	Capital Outlay - Automotive Equipment: <i>Replace Ford Taurus (#1411) with Ford Explorer</i> <i>Replace Ford passenger van (#1412) with Ford transit wagon</i>	73,500 35,500 38,000

RECREATION - GENERAL PROGRAMS

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-50-5101	1020	REG SALARIES & WAGES	716,257	753,641	599,287	672,927
101-50-5101	1030	PART TIME WAGES	520,806	567,422	496,358	563,632
101-50-5101	1040	OVERTIME SALARY & WAGES	331	3,500	28	3,500
101-50-5101	1045	COMP TIME PAY	-	1,500	-	1,500
101-50-5101	1048	MEDICAL OPT-OUT-GEN. UNIT	17,312	9,600	13,086	16,320
101-50-5101	1049	BILINGUAL/CERTIFICAT PAY	620	-	1,272	-
101-50-5101	1052	AUTO ALLOWANCE	4,880	4,800	4,097	4,800
101-50-5101	1060	PAID SICK LEAVE	1,030	8,800	65,481	7,230
101-50-5101	1065	ACCRUED PAID VACATION	13,611	10,600	16,000	16,780
101-50-5101	1074	EMPLOYEE AWARDS	-	200	-	200
101-50-5101	1078	MANAGEMENT BENEFIT 401A	8,301	8,081	5,811	7,763
101-50-5101	1080	MEDICARE	15,862	20,958	15,773	18,816
101-50-5101	1081	MGMT BENEFIT/MEDICAL	7,769	9,722	6,688	10,997
101-50-5101	1082	PERS - EMPLOYEES' PORTION	29,452	8,736	9,276	9,112
101-50-5101	1083	PERS - EMPLOYER PORTION	160,706	179,198	142,640	172,111
101-50-5101	1084	UNIFORM ALLOWANCE	5,299	6,000	-	6,000
101-50-5101	1085	LIFE INSURANCE	1,612	1,691	1,496	1,906
101-50-5101	1088	LONG-TERM DISABILITY INSURANCE	8,265	7,255	6,161	6,796
101-50-5101	1090	MEDICAL INS - FT EMPLOYEES	60,153	72,547	56,077	66,773
101-50-5101	1091	DENTAL INS - FT EMPLOYEES	6,760	10,338	7,337	8,382
101-50-5101	1092	VISION INS - FT EMPLOYEES	1,404	1,920	1,326	1,294
101-50-5101	1093	MEDICAL INS - PT EMPLOYEES	10,074	10,465	10,318	9,360
101-50-5101	1094	DENTAL INS - PT EMPLOYEES	3,700	2,860	5,090	5,320
101-50-5101	1095	MEDICAL INS - RETIREES	14,024	14,400	26,107	31,600
101-50-5101	1096	UNEMPLOYMENT INSURANCE	815	1,260	-	-
101-50-5101	1097	WORKER'S COMPENSATION	-	23,682	23,682	22,121
101-50-5101	1100	ACA AFFORDABILITY STIPEND	44	60	131	710
PERSONNEL EXPENDITURES:			1,609,085	1,739,236	1,513,524	1,665,950

RECREATION - GENERAL PROGRAMS

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-50-5101	2057	PROMOTIONAL ADVERTISING	320	13,000	10,000	10,000
101-50-5101	2080	CONTRACT SVC/NON-CLASS	4,170	3,500	3,500	3,500
101-50-5101	2100	UTILITIES	1,033	1,200	1,200	1,000
101-50-5101	2110	CONFERENCES & MEETINGS	3,972	4,000	4,600	6,000
101-50-5101	2111	MEMBERSHIPS	2,145	1,130	1,190	1,800
101-50-5101	2130	OFFICE EQPT MTCE	1,881	1,800	2,000	915
101-50-5101	2140	OFFICE SUPPLIES	17,417	14,000	15,281	17,000
101-50-5101	2141	POSTAGE	3,485	3,800	2,760	2,900
101-50-5101	2170	SPECIAL MAT'LS-SUPPLIES	7,764	14,000	12,500	10,000
101-50-5101	2190	TELEPHONE & FAX	25,412	43,066	42,900	43,800
101-50-5101	2220	VEHICLE MTCE & SUPPLIES	18,746	23,400	18,900	22,100
101-50-5101	2230	PROGRAMS & ACTIVITIES	11,759	18,000	18,000	15,000
101-50-5101	2240	DUPLICATING SERVICE CHG	14,509	21,100	13,900	18,000
101-50-5101	2250	TRAINING EXPENSE	60	2,000	2,000	4,000
101-50-5101	2490	ACTIVE NET PROCESSING FEES	28,031	33,000	33,000	33,000
OPERATING EXPENDITURES:			140,705	196,996	181,731	189,015
101-50-5101	3860	C/O-OFFICE EQUIPMENT	-	-	-	12,000
101-50-5101	3870	C/O-FURNITURE & FIXTURE	-	-	-	6,200
101-50-5101	3880	MISCELLANEOUS OTHER	2,969	11,009	11,009	15,400
CAPITAL OUTLAY EXPENDITURES:			2,969	11,009	11,009	33,600
GENERAL FUND - RECREATION ADMIN TOTAL:			1,752,760	1,947,241	1,706,264	1,888,565

RECREATION - GENERAL PROGRAMS

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
<u>COMMUNITY SERVICES MARKETING:</u>						
101-50-5102	2080	CONTRACT SVC/NON-CLASS	26,243	29,200	27,000	29,200
GENERAL FUND - COMM. SVC/MARKETING TOTAL:			26,243	29,200	27,000	29,200
<u>SPROUL MUSEUM/HARGITT HOUSE:</u>						
101-50-5103	2100	UTILITIES	3,791	5,500	4,000	4,100
101-50-5103	2170	SPECIAL MAT'LS-SUPPLIES	1,537	1,500	1,200	1,500
101-50-5103	2230	PROGRAMS & ACTIVITIES	1,655	2,000	1,800	2,000
GENERAL FUND - SPROUL MUSEUM/HARGITT HOUSE TOTAL:			6,982	9,000	7,000	7,600
<u>SUMMER YOUTH EMPLOYMENT:</u>						
101-50-5106	1030	PART TIME WAGES	94,537	111,884	108,536	114,198
101-50-5106	1080	MEDICARE	1,371	1,622	1,574	1,656
101-50-5106	2080	CONTRACT SVC/NON-CLASS	8,141	10,000	10,000	9,000
101-50-5106	2230	PROGRAMS & ACTIVITIES	5,239	5,500	5,500	6,000
GENERAL FUND - SUMMER YOUTH EMPLOYMENT TOTAL:			109,288	129,006	125,610	130,854

RECREATION - GENERAL PROGRAMS

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
<u>GENERAL RECREATION PROGRAMS:</u>						
101-50-5204	2080	CONTRACT SVC/NON-CLASS	4,690	3,050	3,800	5,000
101-50-5204	2170	SPECIAL MAT'LS-SUPPLIES	131	2,000	1,250	1,000
101-50-5204	2230	PROGRAMS & ACTIVITIES	36,295	34,600	34,600	34,600
GENERAL FUND - GENERAL RECREATION PROGRAM TOTAL:			41,116	39,650	39,650	40,600
<u>ADAPTIVE RECREATION:</u>						
101-50-5206	2080	CONTRACT SVC/NON-CLASS	1,813	2,000	2,000	2,000
101-50-5206	2230	PROGRAMS & ACTIVITIES	9,890	10,000	10,000	11,000
GENERAL FUND - ADAPTIVE RECREATION TOTAL:			11,703	12,000	12,000	13,000
<u>CONTRACT CLASSES:</u>						
101-50-5210	2080	CONTRACT SVC/NON-CLASS	28,447	53,000	28,000	30,000
GENERAL FUND - CONTRACT CLASSES TOTAL:			28,447	53,000	28,000	30,000
GENERAL FUND - RECREATION SERVICES TOTAL:			1,976,538	2,219,097	1,945,524	2,139,819

RECREATION - GENERAL PROGRAMS

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
745-50-5101	3860	C/O-OFFICE EQUIPMENT	7,020	-	1,000	-
745-50-5101	3880	C/O-EQUIPMENT REPLACEMENT	-	-	-	-
EQUIPMENT REPLACEMENT FUND - RECREATION TOTAL:			7,020	-	1,000	-
746-50-5101	3820	C/O-AUTOMOTIVE EQUIPMENT	-	-	-	73,500
VEHICLE & EQUIPMENT REPLACEMENT FUND - RECREATION TOTAL:			-	-	-	73,500
442-50-5101	3860	C/O-OFFICE EQUIPMENT	-	20,000	20,000	-
442-50-5101	3895	C/O-MISC SUPPLIES & EQUIP	-	55,000	55,000	-
PARK DEDICATION FUND - RECREATION TOTAL:			-	75,000	75,000	-
RECREATION SERVICE TOTAL (ALL FUNDS):			1,983,558	2,294,097	2,021,524	2,213,319

Budget Program:

Family Resource Service & Gang Prevention , 5105

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Community Worker	3.00	3.00	190,116					
TOTAL	3.00	3.00	190,116	TOTAL	-	-	-	-

FAMILY RESOURCE
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2230	Programs & Activities: <i>Wings/Parent Program (3-11 week sessions)</i> <i>Family Programs</i> <i>Excursions</i> <i>I Am Somebody</i> <i>Office Supplies</i>	\$ 22,000 4,620 6,200 600 10,000 580

RECREATION- FAMILY RESOURCE PROGRAM & GANG PREVENTION

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-50-5105	1020	SALARIES & WAGES	185,302	190,122	190,116	190,116
101-50-5105	1030	PART TIME WAGES	877	-	-	-
101-50-5105	1040	OVERTIME SALARY & WAGES	177	-	-	-
101-50-5105	1049	BILINGUAL/CERTIFICATE PAY	1,310	1,300	1,300	1,300
101-50-5105	1060	PAID SICK LEAVE	-	2,600	2,600	2,560
101-50-5105	1065	ACCRUED PAID VACATION	6,951	4,300	6,711	6,840
101-50-5105	1080	MEDICARE	2,830	2,965	2,814	2,930
101-50-5105	1082	PERS - EMPLOYEE PORTION	10,164	5,070	7,669	5,070
101-50-5105	1083	PERS - EMPLOYER PORTION	42,035	45,207	45,513	48,627
101-50-5105	1085	LIFE INSURANCE	471	485	459	505
101-50-5105	1088	LONG-TERM DISABILITY INSURANCE	1,810	1,845	1,819	1,920
101-50-5105	1090	MEDICAL INS - FT EMPLOYEES	19,562	23,442	21,662	23,573
101-50-5105	1091	DENTAL INS - FT EMPLOYEES	3,161	4,191	3,074	4,191
101-50-5105	1092	VISION INS - FT EMPLOYEES	453	441	454	441
101-50-5105	1093	MEDICAL INS - PT EMPLOYEES	69	-	-	-
101-50-5105	1094	DENTAL INS - PT EMPLOYEES	35	1,430	-	-
101-50-5105	1097	WORKER'S COMPENSATION	-	3,057	3,057	2,427
PERSONNEL EXPENDITURES:			275,208	286,455	287,247	290,500

RECREATION- FAMILY RESOURCE PROGRAM & GANG PREVENTION

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-50-5105	2230	PROGRAMS & ACTIVITIES	27,713	25,400	25,400	22,000
101-50-5105	2240	DUPLICATING SERVICE CHG	5,977	6,500	6,570	6,700
OPERATING EXPENDITURES:			33,690	31,900	31,970	28,700
GENERAL FUND - FAMILY RESOURCE PROGRAM TOTAL:			308,898	318,355	319,217	319,200
745-10-5105	3860	C/O-OFFICE EQUIPMENT	3,428	-	-	-
EQUIPMENT REPLACEMENT FUND - FAMILY RESOURCE PROGRAM TOTAL:			3,428	-	-	-
FAMILY RESOURCE PROGRAM TOTAL (ALL FUNDS):			312,326	318,355	319,217	319,200

ALL CITY BAND

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-50-5202	1035	CONTRACT EMPLOYEES	37,000	37,000	37,000	37,000
101-50-5202	1080	MEDICARE	537	537	537	537
PERSONNEL EXPENDITURES:			37,536	37,537	37,537	37,537
101-50-5202	2230	PROGRAMS & ACTIVITIES	10,392	14,000	9,500	10,000
101-50-5202	3990	GENERAL FUND TXF (IN LIEU OF FIREWORKS)	2,000	2,000	2,000	-
OPERATING EXPENDITURES:			12,392	16,000	11,500	10,000
GENERAL FUND - ALL CITY BAND TOTAL:			49,928	53,537	49,037	47,537

AQUATICS
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2080	Contract Services - Non-Classified: Contract Class Instructors at the Aquatic Pavilion - Aqua Zumba, etc. Timers for swim meets	\$ 5,000
2170	Special Materials & Supplies: Kickboards, umbrellas, swim lesson certificates, pool flyers, training equipment, and teaching equipment	12,000
2230	Programs & Activities: Swim Classes and Special Events	10,000
101-3880	Capital Outlay - Miscellaneous Other:	10,250
	<i>Replacement pool cover</i>	<i>4,500</i>
	<i>Replacement lifeguard towers (2)</i>	<i>5,750</i>

AQUATICS

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-50-5203	1020	REG SALARIES & WAGES	1,923	2,315	-	-
101-50-5203	1030	PART TIME WAGES	308,992	254,455	231,218	258,859
101-50-5203	1083	PERS-EMPLOYER'S PORTION	431	-	-	-
101-50-5203	1085	LIFE INSURANCE	1	-	-	-
101-50-5203	1088	LONG-TERM DISABILITY	42	-	-	-
101-50-5203	1090	MEDICAL INS - FT EMPL	770	-	-	-
101-50-5203	1091	DENTAL INS - FT EMPL	112	-	-	-
101-50-5203	1080	MEDICARE	4,477	3,689	3,353	3,753
101-50-5203	1092	VISION INS - FT EMPLOYEES	57	-	28	-
101-50-5203	1093	MEDICAL INS - PT EMPLOYEES	2,214	2,820	1,331	2,760
101-50-5203	1094	DENTAL INS - PT EMPLOYEES	324	1,430	159	1,400
101-50-5203	1096	UNEMPLOYMENT INSURANCE	(391)	830	-	830
101-50-5203	1999	ALLOCATED PAYROLL	(39,218)	-	(22,036)	-
101-50-5203	1100	ACA AFFORDABILITY STIPEND	81	-	-	-
PERSONNEL EXPENDITURES:			279,814	265,539	214,053	267,602

AQUATICS

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-50-5203	2080	CONTRACT SVC/NON-CLASS	1,370	5,000	4,500	5,000
101-50-5203	2100	UTILITIES	70,126	88,700	89,500	92,000
101-50-5203	2140	OFFICE SUPPLIES	-	1,500	1,500	1,500
101-50-5203	2170	SPECIAL MAT'LS-SUPPLIES	10,006	14,500	11,500	12,000
101-50-5203	2190	TELEPHONE & FAX	2,961	3,060	4,700	4,800
101-50-5203	2230	PROGRAMS & ACTIVITIES	10,798	11,200	10,500	10,000
OPERATING EXPENDITURES:			95,261	123,960	122,200	125,300
101-50-5203	3880	MISCELLANEOUS OTHER	9,156	-	-	10,250
CAPITAL OUTLAY EXPENDITURES:			9,156	-	-	10,250
GENERAL FUND - AQUATICS TOTAL:			384,231	389,499	336,253	403,152
745-50-5203	3860	C/O-OFFICE EQUIPMENT	686	-	1,760	-
EQUIPMENT REPLACEMENT FUND - AQUATICS TOTAL:			686	-	1,760	-
AQUATICS TOTAL (ALL FUNDS):			382,994	387,184	338,013	403,152

NORWALK ARTS & SPORTS COMPLEX
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2080	Contract Services - Non-Classified: Contract Class Instructors at the NASC	\$ 31,000
2170	Special Materials & Supplies: Sign holders, easels, microphone, coffee pots and art supplies for advertising and marketing	13,000
2230	Programs & Activities: Contract classes, room reservations, programs and activities in Sports Center, Meeting Center, and Art Center. Cultural Art Center supplies for their Art Classes, Art Gallery Shows, and Children activities	11,000
3870	Capital Outlay - Furniture & Fixture: Round tables (20)	5,700
744-3880	Capital Outlay - Miscellaneous Other: <i>3 treadmills and 1 elliptical cardio equipment</i>	27,000 27,000
906-2230	Programs & Activities: <i>Boxing Program</i>	4,500

CULTURAL ARTS CENTER
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2080	Contract Services - Non-Classified: Contract Class Instructors and Special Interest instructors/programs at the CAC - Puppet Shows, Mad Scientist, etc.	\$ 3,000
2170	Special Materials & Supplies: Sign holders, easels, and art supplies	4,700
2230	Programs & Activities: Contract classes, room reservations, gallery shows, and children activities	12,500
101-3880	Capital Outlay - Miscellaneous Other: Youth Mariachi replacement uniforms	4,500

NORWALK ARTS & SPORTS COMPLEX

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-50-5702	1020	REG SALARIES & WAGES	243,688	285,622	199,013	331,302
101-50-5702	1030	PART TIME WAGES	246,564	288,438	222,706	293,561
101-50-5702	1040	OVERTIME SALARY & WAGES	39	-	67	-
101-50-5702	1048	MEDICAL OPT-OUT-GEN. UNIT	-	-	450	-
101-50-5702	1049	BILINGUAL/CERTIFICATE PAY	1,345	1,950	594	1,950
101-50-5702	1065	ACCRUED PAID VACATION	-	1,100	200	140
101-50-5702	1080	MEDICARE	6,818	8,480	5,919	9,110
101-50-5702	1082	PERS - EMPLOYEES' PORTION	8,400	8,559	2,403	5,549
101-50-5702	1083	PERS - EMPLOYER PORTION	54,939	67,914	47,460	84,736
101-50-5702	1085	LIFE INSURANCE	485	517	229	577
101-50-5702	1088	LONG-TERM DISABILITY INSURANCE	2,523	2,774	1,884	3,347
101-50-5702	1090	MEDICAL INS - FT EMPLOYEES	33,065	39,265	25,854	31,875
101-50-5702	1091	DENTAL INS - FT EMPLOYEES	4,510	5,588	3,039	5,588
101-50-5702	1092	VISION INS - FT EMPLOYEES	765	798	558	798
101-50-5702	1093	MEDICAL INS - PT EMPLOYEES	6,766	10,475	4,837	6,240
101-50-5702	1094	DENTAL INS - PT EMPLOYEES	4,340	7,150	2,986	5,670
101-50-5702	1096	UNEMPLOYMENT INSURANCE	1,543	11,640	-	-
101-50-5702	1097	WORKER'S COMPENSATION	-	4,644	4,644	4,230
101-50-5702	1100	ACA AFFORDABILITY STIPEND	267	2,600	111	170
PERSONNEL EXPENDITURES:			616,055	747,514	522,955	784,843

NORWALK ARTS & SPORTS COMPLEX

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-50-5702	2080	CONTRACT SVC/NON-CLASS	31,199	43,910	30,000	31,000
101-50-5702	2100	UTILITIES	142,122	198,360	125,000	129,000
101-50-5702	2140	OFFICE SUPPLIES	3,233	4,000	4,000	4,000
101-50-5702	2170	SPECIAL MAT'LS-SUPPLIES	6,260	15,000	13,000	13,000
101-50-5702	2190	TELEPHONE & FAX	1,892	1,836	1,700	1,750
101-50-5702	2230	PROGRAMS & ACTIVITIES	6,434	12,400	10,500	11,000
101-50-5702	2231	VANDALISM REPAIR	3,425	1,500	1,500	-
OPERATING EXPENDITURES:			194,566	277,006	185,700	189,750
101-50-5702	3860	C/O-OFFICE EQUIPMENT	7,463	12,500	12,500	-
101-50-5702	3870	C/O-FURNITURE & FIXTURE	-	-	-	5,700
101-50-5702	3880	MISCELLANEOUS OTHER	8,538	-	-	-
CAPITAL OUTLAY EXPENDITURES:			16,002	12,500	12,500	5,700
<u>BOXING PROGRAM:</u>						
101-50-5207	2080	CONTRACT SVC/NON-CLASS	240	385	385	900
101-50-5207	2230	PROGRAMS & ACTIVITIES	2,093	4,500	3,000	-
GENERAL FUND - BOXING PROGRAM TOTAL:			2,333	4,885	3,385	900

NORWALK ARTS & SPORTS COMPLEX

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
<u>CULTURAL ARTS:</u>						
101-50-5732	1020	REG SALARIES & WAGES	-	666	-	-
101-50-5732	1030	PART TIME WAGES	67,666	68,884	68,884	73,098
101-50-5732	1035	CONTRACT EMPLOYEES	3,040	-	-	-
101-50-5732	1080	MEDICARE	1,016	1,008	1,008	3,289
101-50-5732	1093	MEDICAL INS - PT EMPLOYEES	746	-	750	750
PERSONNEL EXPENDITURES:			72,468	70,558	70,642	77,137
101-50-5732	2080	CONTRACT SVC/NON-CLASS	2,123	3,000	2,500	3,000
101-50-5732	2100	UTILITIES	3,452	3,400	3,600	3,900
101-50-5732	2140	OFFICE SUPPLIES	2,041	2,400	2,400	2,400
101-50-5732	2170	SPECIAL MAT'LS-SUPPLIES	4,535	4,700	4,700	4,700
101-50-5732	2190	TELEPHONE & FAX	468	408	400	410
101-50-5732	2230	PROGRAMS & ACTIVITIES	13,239	12,500	12,500	12,500
OPERATING EXPENDITURES:			25,858	26,408	26,100	26,910
101-50-5732	3880	C/O-MISCELLANEOUS	-	-	-	4,500
GENERAL FUND - CULTURAL ARTS TOTAL:			98,325	96,966	96,742	108,547
GENERAL FUND - NORWALK ARTS & SPORTS COMPLEX TOTAL:			927,281	1,138,871	821,282	1,089,740

NORWALK ARTS & SPORTS COMPLEX

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
744-50-5702	3880	C/O-MISCELLANEOUS	41,100	59,260	59,260	27,000
744-50-5732	3880	C/O-MISCELLANEOUS	-	2,300	2,300	-
NASC REPLACEMENT & REPAIR FUND TRANSFER SUBTOTAL:			41,100	61,560	61,560	27,000
745-50-5702	3860	C/O-OFFICE EQUIPMENT	7,892	-	-	-
EQUIPMENT REPLACEMENT FUND - NORWALK ARTS & SPORTS COMPLEX TOTAL:			7,892	-	-	-
906-00-0212	2230	PROGRAMS & ACTIVITIES	-	-	-	4,500
5207 - BOXING DONATION ACCOUNT - RECREATION TOTAL:			-	-	-	4,500
NORWALK ARTS & SPORTS COMPLEX TOTAL (ALL FUNDS):			976,273	1,200,431	882,842	1,121,240

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**RECAP
ALL SPECIAL PROGRAMS**

FULL TIME POSITIONS			
Position Title	Hours	FY 17-18 Budget	FY 18-19 Budget
Recreation Leader II	420	-	-
Recreation Coordinator	-	-	-
Maint Supervisor-PR	-	-	-
Maint Supervisor-PS	-	-	-
Maint Worker III-PR	-	-	-
Maint Worker III-PS	-	-	-
Maint Worker II - Parks	-	-	-
Maint Worker II-PS	-	-	-
Traffic Signal Tech II	-	-	-
Traffic Signal Tech I	-	-	-
TOTAL	420	-	-

PART TIME POSITIONS			
Position Title	FY 17-18 Positions	FY 17-18 Adopted Hours	FY 17-18 Budgeted Wages
Recreation Leader II	39	13,670	204,065
TOTAL	39	13,670	204,065

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 16-17 ACTUAL thru 4/19/17	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
	1030	PART TIME WAGES	172,625	188,904	145,743	234,828	204,065
	1080	MEDICARE	2,500	2,740	2,098	3,404	2,959
	1093	MEDICAL-PT	80	50	1,283	2,190	-
	1100	ACA AFFORDABILITY STIPEND	-	149	154	306	-
		PERSONNEL EXPENDITURES:	175,205	191,843	149,281	240,731	207,024
	2080	CONTRACT SVC/NON-CLASS	27,848	32,640	20,337	36,008	34,740
	2170	SPECIAL MAT'LS-SUPPLIES	3,560	5,325	2,054	5,978	6,325
	2230	PROGRAMS & ACTIVITIES	54,940	52,980	38,815	56,853	58,980
		OPERATING EXPENDITURES:	86,348	90,945	61,205	98,840	100,045
		RECAP	261,553	282,788	210,487	339,571	307,069
101-50-0000		REVENUES GENERATED BY ALL SPECIAL PROGRAMS	156,690	142,000	110,757	142,000	144,100
		NET PROGRAM (COST)/REVENUES	(104,863)	(140,788)	(99,727)	(197,568)	(162,969)

RECREATION BUDGET: SPECIAL PROGRAMS RECAP		ADULT SPORTS 5402	YOUTH SPORTS 5502	DAY CAMP 5504	TOT PROGRAMS 5505
ACCOUNT	DESCRIPTION	FY 17-18 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET
1030	PART TIME WAGES	20,421	52,248	35,633	40,007
1080	MEDICARE	296	758	517	580
PERSONNEL EXPENDITURES:		20,717	53,006	36,150	40,587
2080	CONTRACT SVC/NON-CLASS	2,000	-	13,200	500
2170	SPECIAL MAT'LS-SUPPLIES	2,500	-	3,225	-
2230	PROGRAMS & ACTIVITIES	4,000	29,000	7,600	4,000
OPERATING EXPENDITURES:		8,500	29,000	24,025	4,500
TOTAL SPECIAL PROGRAMS EXPENSES:		29,217	82,006	60,175	45,087
PROGRAM REVENUES:		10,000	64,000	40,000	25,000
NET PROGRAM (COST) / REVENUE:		(19,217)	(18,006)	(20,175)	(20,087)

RECREATION BUDGET: SPECIAL PROGRAMS RECAP		TEEN ALLIANCE 5506	YOUTH MARIACHI 5508	SUMMER LUNCHES 5509	TOTAL SPECIAL PROGRAMS
ACCOUNT	DESCRIPTION	FY 17-18 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET
1030	PART TIME WAGES	43,515	6,270	5,971	\$ 204,065
1080	MEDICARE	631	91	87	2,959
PERSONNEL EXPENDITURES:		44,146	6,361	6,058	207,024
2080	CONTRACT SVC/NON-CLASS	1,800	17,240	-	34,740
2170	SPECIAL MAT'LS-SUPPLIES	600	-	-	6,325
2230	PROGRAMS & ACTIVITIES	12,000	2,000	380	58,980
OPERATING EXPENDITURES:		14,400	19,240	380	100,045
TOTAL SPECIAL PROGRAMS EXPENSES:		58,546	25,601	6,438	\$ 307,069
PROGRAM REVENUES:		-	5,100	-	\$ 144,100
NET PROGRAM (COST) / REVENUE:		(58,546)	(20,501)	(6,438)	(162,969)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**ADULT SPORTS PROGRAMS
101-50-5402**

FULL TIME POSITIONS			
Position Title	Overtime Hours	FY 17-18 Budget	FY 18-19 Budget
	0	-	-
TOTAL	0	-	-

PART TIME POSITIONS			
Position Title	FY 17-18 Positions	FY 17-18 Adopted Hours	FY 17-18 Budgeted Wages
Recreation Leader II	9	1,368	20,421
TOTAL	9	1,368	20,421

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 16-17 ACTUAL thru 5/30/17	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-50-5402	1030	PART TIME WAGES	9,179	19,350	7,008	12,146	20,421
101-50-5402	1080	MEDICARE	133	280	101	176	296
					-		
		PERSONNEL EXPENDITURES:	9,312	19,630	7,109	12,322	20,716
101-50-5402	2080	CONTRACT SVC/NON-CLASS	-	2,000		2,000	2,000
101-50-5402	2170	SPECIAL MAT'LS-SUPPLIES	33	2,500	410	2,500	2,500
101-50-5402	2230	PROGRAMS & ACTIVITIES	2,509	4,000	3,285	4,000	4,000
		OPERATING EXPENDITURES:	2,542	8,500	3,695	8,500	8,500
		ADULT SPORTS PROGRAMS	11,854	28,130	10,804	20,822	29,217
101-50-0000	4553	REVENUES GENERATED BY THE PROGRAM	12,258	12,000	11,373	12,000	10,000
		NET PROGRAM (COST)/REVENUES	404	(16,130)	569	(8,822)	(19,217)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**YOUTH SPORTS PROGRAMS
101-50-5502**

FULL TIME POSITIONS			
Position Title	Overtime Hours	FY 17-18 Budget	FY 18-19 Budget
	0	-	-
TOTAL	0	-	-

PART TIME POSITIONS			
Position Title	FY 17-18 Positions	FY 17-18 Adopted Hours	FY 17-18 Budgeted Wages
Recreation Leader II	10	3,500	52,248
TOTAL	10	3,500	52,248

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 16-17 ACTUAL thru 5/30/17	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-50-5502	1030	PART TIME WAGES	58,353	48,206	49,218	69,927	52,248
101-50-5502	1080	MEDICARE	846	699	714	1,014	758
101-50-5502	1093	MEDICAL PT	-	-	20	-	-
101-50-5502	1100	ACA AFFORDABILITY STIPEND	-	-	2	3	-
PERSONNEL EXPENDITURES:			59,199	48,905	49,953	70,944	53,007
101-50-5502	2230	PROGRAMS & ACTIVITIES	27,948	27,100	19,546	27,100	29,000
OPERATING EXPENDITURES:			27,948	27,100	19,546	27,100	29,000
YOUTH SPORTS PROGRAMS			87,147	76,005	69,500	98,044	82,006
101-50-0000	4565	REVENUES GENERATED BY THE PROGRAM	65,283	59,000	49,998	59,000	64,000
NET PROGRAM (COST)/REVENUES			(21,864)	(17,005)	(19,501)	(39,044)	(18,006)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**DAY CAMP
101-50-5504**

FULL TIME POSITIONS			
Position Title	Overtime Hours	FY 17-18 Budget	FY 18-19 Budget
	0	-	-
TOTAL	0	-	-

PART TIME POSITIONS			
Position Title	FY 17-18 Positions	FY 17-18 Adopted Hours	FY 17-18 Budgeted Wages
Recreation Leader II	6	2,387	35,633
TOTAL	6	2,387	35,633

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 16-17 ACTUAL thru 5/30/17	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-50-5504	1030	PART TIME WAGES	29,260	33,584	19,103	33,112	35,633
101-50-5504	1080	MEDICARE	424	487	277	480	517
PERSONNEL EXPENDITURES:			29,684	34,071	19,380	33,592	36,150
101-50-5504	2080	CONTRACT SVC/NON-CLASS	11,046	11,300	8,129	11,300	13,200
101-50-5504	2170	SPECIAL MAT'LS-SUPPLIES	2,379	2,225	913	2,225	3,225
101-50-5504	2230	PROGRAMS & ACTIVITIES	5,853	5,600	2,947	5,600	7,600
OPERATING EXPENDITURES:			19,278	19,125	11,988	19,125	24,025
DAY CAMP			48,962	53,196	31,368	52,717	60,175
101-50-0000	4555	REVENUES GENERATED BY THE PROGRAM	51,450	45,000	25,802	45,000	40,000
NET PROGRAM (COST)/REVENUES			2,488	(8,196)	(5,566)	(7,717)	(20,175)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**TOT PROGRAMS
101-50-5505**

FULL TIME POSITIONS			
Position Title	Overtime Hours	FY 17-18 Budget	FY 18-19 Budget
	0	-	-
TOTAL	0	-	-

PART TIME POSITIONS			
Position Title	FY 17-18 Positions	FY 17-18 Adopted Hours	FY 17-18 Budgeted Wages
Recreation Leader II	5	2,680	40,007
TOTAL	5	2,680	40,007

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 16-17 ACTUAL thru 5/30/17	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-50-5505	1030	PART TIME WAGES	32,187	37,711	28,871	50,043	40,007
101-50-5505	1080	MEDICARE	466	547	419	726	580
PERSONNEL EXPENDITURES:			32,653	38,258	29,290	50,769	40,587
101-50-5505	2080	CONTRACT SVC/NON-CLASS	178	500	250	500	500
101-50-5505	2230	PROGRAMS & ACTIVITIES	3,243	3,000	2,435	3,000	4,000
OPERATING EXPENDITURES:			3,421	3,500	2,685	3,500	4,500
TOT PROGRAMS			36,074	41,758	31,975	54,269	45,087
101-50-0000	4557	REVENUES GENERATED BY THE PROGRAM	22,564	20,000	18,949	20,000	25,000
NET PROGRAM (COST)/REVENUES			(13,510)	(21,758)	(13,026)	(34,269)	(20,087)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**TEEN ALLIANCE PROGRAM
101-50-5506**

FULL TIME POSITIONS			
Position Title	Overtime Hours	FY 17-18 Budget	FY 18-19 Budget
	0	-	-
TOTAL	0	-	-

PART TIME POSITIONS			
Position Title	FY 17-18 Positions	FY 17-18 Adopted Hours	FY 17-18 Budgeted Wages
Recreation Leader II	5	2,915	43,515
TOTAL	5	2,915	43,515

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 16-17 ACTUAL thru 5/30/17	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-50-5506	1030	PART TIME WAGES	37,283	41,085	34,084	59,078	43,515
101-50-5506	1080	MEDICARE	539	598	480	857	631
101-50-5506	1093/1094	MEDICAL / DENTAL PT	80	50	1,264	2,190	-
101-50-5506	1100	ACA AFFORDABILITY STIPEND	-	149	151	303	-
PERSONNEL EXPENDITURES:			37,902	41,882	35,979	62,428	44,146
101-50-5506	2080	CONTRACT SVC/NON-CLASS	1,784	1,600	2,898	4,968	1,800
101-50-5506	2170	SPECIAL MAT'LS-SUPPLIES	1,148	600	731	1,253	600
101-50-5506	2230	PROGRAMS & ACTIVITIES	13,522	11,400	8,909	15,273	12,000
OPERATING EXPENDITURES:			16,454	13,600	12,538	21,495	14,400
TEEN ALLIANCE PROGRAM			54,356	55,482	48,517	83,923	58,546
101-50-0000	REVENUES GENERATED BY THE PROGRAM		-	-	-	-	-
NET PROGRAM (COST)/REVENUES			(54,356)	(55,482)	(48,517)	(83,923)	(58,546)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**YOUTH MARIACHI PROGRAM
101-50-5508**

FULL TIME POSITIONS			
Position Title	Overtime Hours	FY 17-18 Budget	FY 18-19 Budget
Recreation Leader II	420	-	-
TOTAL	420	-	-

PART TIME POSITIONS			
Position Title	FY 17-18 Positions	FY 17-18 Adopted Hours	FY 17-18 Budgeted Wages
Recreation Leader II	2	420	6,270
TOTAL	2	420	6,270

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 16-17 ACTUAL thru 5/30/17	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-50-5508	1030	PART TIME WAGES	4,636	5,856	4,174	7,235	6,270
101-50-5508	1080	MEDICARE	67	84	61	105	91
PERSONNEL EXPENDITURES:			4,703	5,940	4,235	7,340	6,361
101-50-5508	2080	CONTRACT SVC/NON-CLASS	14,840	17,240	9,060	17,240	17,240
101-50-5508	2230	PROGRAMS & ACTIVITIES	1,525	1,500	1,342	1,500	2,000
OPERATING EXPENDITURES:			16,365	18,740	10,402	18,740	19,240
YOUTH MARIACHI PROGRAM			21,068	24,680	14,637	26,080	25,601
101-50-5508	4552	REVENUES GENERATED BY THE PROGRAM	5,135	6,000	4,635	6,000	5,100
NET PROGRAM (COST)/REVENUES			(15,933)	(18,680)	(10,002)	(20,080)	(20,501)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**SUMMER LUNCHES
101-50-5509**

FULL TIME POSITIONS			
Position Title	Overtime Hours	FY 17-18 Budget	FY 18-19 Budget
	0	-	-
TOTAL	0	-	-

PART TIME POSITIONS			
Position Title	FY 17-18 Positions	FY 17-18 Adopted Hours	FY 17-18 Budgeted Wages
Recreation Leader II	2	400	5,971
TOTAL	2	400	5,971

BUDGET UNIT	ACCOUNT	DESCRIPTION	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 16-17 ACTUAL thru 5/30/17	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-50-5509	1030		PART TIME WAGES	1,727	3,112	3,286	3,286	5,971
101-50-5509	1080		MEDICARE	25	45	47	47	87
PERSONNEL EXPENDITURES:				25	45	3,333	3,333	6,058
101-50-5509	2230		PROGRAMS & ACTIVITIES	340	380	350	380	380
OPERATING EXPENDITURES:				340	380	350	380	380
SUMMER LUNCHES				2,092	3,537	3,683	3,713	6,438
101-50-0000	REVENUES GENERATED BY THE PROGRAM				-	-	-	-
NET PROGRAM (COST)/REVENUES				(2,092)	(3,537)	(3,683)	(3,713)	(6,438)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**RECAP
ALL SPECIAL EVENTS**

FULL TIME POSITIONS				PART TIME POSITIONS			
Position Title	Hours	FY 17-18 Budget	FY 18-19 Budget	Position Title	FY 17-18 Positions	FY 17-18 Adopted Hours	FY 17-18 Budgeted Wages
Recreation Supervisor	206	-	-	Recreation Leader II	161	1,502	22,420
Recreation Coordinator	228	-	-	Public Safety Officer I	38	505	13,247
Maint Supervisor	90	-	-				
Maint Worker III	188	-	-				
Maint Worker II	429	-	-				
Maint Worker I	148	-	-				
TOTAL	1289	-	-	TOTAL	199	2,007	35,667

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 16-17 ACTUAL thru 4/19/17	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
	1030	PART TIME WAGES	25,997	32,838	27,111	27,990	35,667
	1040	OVERTIME SALARY & WAGES	48,801	35,183	48,693	47,202	37,525
	1080	MEDICARE	980	473	977	925	517
	1093	MEDICAL PT	410	50	431	431	50
	1094	DENTAL PT	8	-	13	13	-
	1100	ACA AFFORDABILITY STIPEND	13	-	-	-	-
		PERSONNEL EXPENDITURES:	76,209	68,544	77,225	76,561	73,759
	2065	CONTRA-SERV-SHERIFF DEPT	-	-	-	-	-
	2080	CONTRACT SVC/NON-CLASS	33,212	42,000	47,041	42,049	52,600
	2230	PROGRAMS & ACTIVITIES	127,440	131,176	108,337	112,544	169,678
101-50-5613	xxxx	PROGRAMS & ACTIVITIES/VAR CITY EVENTS	1,324	-	-	-	-
		OPERATING EXPENDITURES:	161,976	173,176	155,378	154,593	222,278
		RECAP	238,185	241,720	232,603	231,154	296,037
101-50-0000		REVENUES GENERATED BY THE PROGRAM	-	-	-	-	12,000
		NET PROGRAM (COST)/REVENUES	(238,185)	(241,720)	(232,603)	(231,154)	(284,037)

RECREATION BUDGET: SPECIAL EVENTS RECAP		EASTER EGG HUNT 5602	INDEPENDENCE DAY 5604	SUMMER CONCERTS 5605
ACCOUNT	DESCRIPTION	FY 17-18 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET
1030	PART TIME WAGES	2,352	2,768	3,647
1040	OVERTIME SALARY & WAGES	2,125	4,250	4,587
1080	MEDICARE	34	40	53
1093	MEDICAL-PT	-	-	50
PERSONNEL EXPENDITURES:		4,511	7,058	8,337
2065	CONTRA-SERV-SHERIFF DEPT	-	-	-
2080	CONTRACT SVC/NON-CLASS	-	15,000	30,600
2170	SPECIAL MAT'LS-SUPPLIES	-	-	-
2230	PROGRAMS & ACTIVITIES	13,000	19,700	5,788
OPERATING EXPENDITURES:		13,000	34,700	36,388
TOTAL SPECIAL PROGRAMS EXPENSES:		17,511	41,758	44,725
PROGRAM REVENUES:		-	-	-
NET PROGRAM (COST) / REVENUE:		(17,511)	(41,758)	(44,725)

RECREATION BUDGET: SPECIAL EVENTS RECAP		HALLOWEEN PARADE 5606	HALLOWEEN FESTIVAL 5607	SANTA SLEIGH 5608	SANTA SLEIGH- BREAKFAST 5612
ACCOUNT	DESCRIPTION	FY 17-18 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET
1030	PART TIME WAGES	6,576	5,720	6,553	179
1040	OVERTIME SALARY & WAGES	17,425	2,678		
1080	MEDICARE	95	83	95	3
1093	MEDICAL-PT	-	-	-	-
PERSONNEL EXPENDITURES:		24,096	8,480	6,648	182
2065	CONTRA-SERV-SHERIFF DEPT	-	-	-	-
2080	CONTRACT SVC/NON-CLASS	-	-	-	-
2170	SPECIAL MAT'LS-SUPPLIES	-	-	-	-
2230	PROGRAMS & ACTIVITIES	12,000	27,500	11,000	350
OPERATING EXPENDITURES:		12,000	27,500	11,000	350
TOTAL SPECIAL PROGRAMS EXPENSES:		36,096	35,980	17,648	532
PROGRAM REVENUES:		-	-	-	-
NET PROGRAM (COST) / REVENUE:		(36,096)	(35,980)	(17,648)	(532)

RECREATION BUDGET: SPECIAL EVENTS RECAP		SNOWFEST TREE LIGHTING 5609	ARTASTIC 5614	KIDS & COPS GOLF 5615	CONCERT SHARE 5616
ACCOUNT	DESCRIPTION	FY 17-18 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET
1030	PART TIME WAGES	4,063	3,212	597	-
1040	OVERTIME SALARY & WAGES	4,420	1,020	1,020	-
1080	MEDICARE	59	47	9	-
1093	MEDICAL-PT	-	-	-	-
PERSONNEL EXPENDITURES:		8,542	4,279	1,626	-
2065	CONTRA-SERV-SHERIFF DEPT	-	-	-	-
2080	CONTRACT SVC/NON-CLASS	-	-	2,000	5,000
2170	SPECIAL MAT'LS-SUPPLIES	-	-	-	-
2230	PROGRAMS & ACTIVITIES	25,000	11,000	5,500	2,000
OPERATING EXPENDITURES:		25,000	11,000	7,500	7,000
TOTAL SPECIAL PROGRAMS EXPENSES:		33,542	15,279	9,126	7,000
PROGRAM REVENUES:		-	-	-	12,000
NET PROGRAM (COST) / REVENUE:		(33,542)	(15,279)	(9,126)	5,000

RECREATION BUDGET: SPECIAL EVENTS RECAP		LAS POSADAS 5610	BEACH BUS 5617	COMMUNITY CONGRESS - 5618	TOTAL EVENTS
ACCOUNT	DESCRIPTION	FY 17-18 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET	FY 17-18 ADOPTED BUDGET
1030	PART TIME WAGES	-	-	-	\$ 35,667
1040	OVERTIME SALARY & WAGES	-	-	-	37,525
1080	MEDICARE	-	-	-	517
1093	MEDICAL-PT	-	-	-	50
PERSONNEL EXPENDITURES:		-	-	-	73,759
2065	CONTRA-SERV-SHERIFF DEPT	-	-	-	52,600
2080	CONTRACT SVC/NON-CLASS	-	-	-	-
2170	SPECIAL MAT'LS-SUPPLIES	-	-	-	-
2230	PROGRAMS & ACTIVITIES	15,000	6,840	15,000	169,678
OPERATING EXPENDITURES:		15,000	6,840	15,000	222,278
TOTAL SPECIAL PROGRAMS EXPENSES:		15,000	6,840	15,000	\$ 296,037
PROGRAM REVENUES:		-	-	-	\$ 12,000
NET PROGRAM (COST) / REVENUE:		(15,000)	(6,840)	(15,000)	(284,037)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**EASTER EGG HUNT
101-50-5602**

FULL TIME POSITIONS			
Position Title	Overtime Hours	FY 17-18 Budget	FY 18-19 Budget
Recreation Supervisor	32	-	-
Recreation Coordinator	32	-	-
Maint Supervisor	0	-	-
Maint Worker III	10	-	-
Maint Worker II	20	-	-
Maint Worker I	20	-	-
TOTAL	114	-	-

PART TIME POSITIONS			
Position Title	FY 17-18 Positions	FY 17-18 Adopted Hours	FY 17-18 Budgeted Wages
Public Safety Officer I	2	10	262
Recreation Leader II	16	140	2,090
TOTAL	18	150	2,352

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 16-17 ACTUAL thru 5/30/17	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-50-5602	1030	PART TIME WAGES	2,215	2,241	2,771	2,241	2,352
101-50-5602	1040	OVERTIME SALARY & WAGES	4,270	1,800	4,064	1,800	2,125
101-50-5602	1080	MEDICARE	84	32	89	32	34
101-50-5602	1093	MEDICAL PT	41	-	-	-	-
PERSONNEL EXPENDITURES:			6,610	4,073	6,925	4,073	4,511
101-50-5602	2230	PROGRAMS & ACTIVITIES	11,764	12,000	10,697	12,000	13,000
OPERATING EXPENDITURES:			11,764	12,000	10,697	12,000	13,000
EASTER EGG HUNT			18,374	16,073	17,621	16,073	17,511
101-50-0000	REVENUES GENERATED BY THE PROGRAM		-	-	-	-	-
NET PROGRAM (COST)/REVENUES			(18,374)	(16,073)	(17,621)	(16,073)	(17,511)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**INDEPENDENCE DAY
101-50-5604**

FULL TIME POSITIONS			
Position Title	Overtime Hours	FY 17-18 Budget	FY 18-19 Budget
Recreation Supervisor	20	-	-
Recreation Coordinator	20	-	-
Maint Supervisor	20	-	-
Maint Worker III	20	-	-
Maint Worker II	60	-	-
TOTAL	140	-	-

PART TIME POSITIONS			
Position Title	FY 17-18 Positions	FY 17-18 Adopted Hours	FY 17-18 Budgeted Wages
Public Safety Officer I	10	60	1,574
Recreation Leader II	6	80	1,194
TOTAL	16	140	2,768

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 16-17 ACTUAL thru 5/30/17	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-50-5604	1030	PART TIME WAGES	787	2,697	1,987	1,987	2,768
101-50-5604	1040	OVERTIME SALARY & WAGES	1,731	5,000	7,982	7,982	4,250
101-50-5604	1080	MEDICARE	31	39	130	130	40
101-50-5604	1093	MEDICAL PT	35	-	-	-	-
101-50-5604	1094	DENTAL INS - PT EMPL	1	-	-	-	-
101-50-5604	1100	ACA AFFORDABILITY STIPEND	1	-	-	-	-
PERSONNEL EXPENDITURES:			2,586	7,736	10,099	10,099	7,057
101-50-5604	2080	CONTRACT SVC/NON-CLASS	7,710	15,000	26,290	19,290	15,000
101-50-5604	2230	PROGRAMS & ACTIVITIES	18,783	19,700	8,397	8,321	19,700
OPERATING EXPENDITURES:			26,493	34,700	34,687	27,611	34,700
INDEPENDENCE DAY			29,079	42,436	44,786	37,710	41,758
101-50-0000	REVENUES GENERATED BY THE PROGRAM		-	-	-	-	-
NET PROGRAM (COST)/REVENUES			(29,079)	(42,436)	(44,786)	(37,710)	(41,758)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**SUMMER CONCERTS
101-50-5605**

FULL TIME POSITIONS			
Position Title	Overtime Hours	FY 17-18 Budget	FY 18-19 Budget
Recreation Supervisor	0	-	-
Maint Worker III	30	-	-
Maint Worker II	30	-	-
Maint Worker I	20	-	-
TOTAL	80	-	-

PART TIME POSITIONS			
Position Title	FY 17-18 Positions	FY 17-18 Adopted Hours	FY 17-18 Budgeted Wages
Public Safety Officer I	2	48	1,259
Recreation Leader II	8	160	2,388
TOTAL	10	208	3,647

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 16-17 ACTUAL thru 5/30/17	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-50-5605	1030	PART TIME WAGES	2,373	2,637	2,112	2,112	3,647
101-50-5605	1040	OVERTIME SALARY & WAGES	2,860	3,100	3,519	3,519	4,587
101-50-5605	1080	MEDICARE	63	38	61	61	53
101-50-5605	1093	MEDICAL PT	-	50	-	-	50
PERSONNEL EXPENDITURES:			5,296	5,825	5,692	5,692	8,337
101-50-5605	2080	CONTRACT SVC/NON-CLASS	25,000	25,000	20,751	20,751	30,600
101-50-5605	2230	PROGRAMS & ACTIVITIES	6,727	5,500	5,704	3,761	5,788
OPERATING EXPENDITURES:			31,727	30,500	26,455	24,512	36,388
SUMMER CONCERTS			37,023	36,325	32,147	30,204	44,725
101-50-0000	REVENUES GENERATED BY THE PROGRAM		-	-	-	-	-
NET PROGRAM (COST)/REVENUES			(37,023)	(36,325)	(32,147)	(30,204)	(44,725)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**HALLOWEEN PARADE
101-50-5606**

FULL TIME POSITIONS			
Position Title	Overtime Hours	FY 17-18 Budget	FY 18-19 Budget
Recreation Supervisor	36	-	-
Recreation Coordinator	36	-	-
Maint Supervisor	48	-	-
Maint Worker III	84	-	-
Maint Worker II	170	-	-
Maint Worker I	108	-	-
TOTAL	482	-	-

PART TIME POSITIONS			
Position Title	FY 17-18 Positions	FY 17-18 Adopted Hours	FY 17-18 Budgeted Wages
Public Safety Officer I	8	80	2,098
Recreation Leader II	34	300	4,478
TOTAL	42	380	6,576

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 16-17 ACTUAL thru 5/30/17	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-50-5606	1030	PART TIME WAGES	6,562	6,331	5,872	5,872	6,576
101-50-5606	1040	OVERTIME SALARY & WAGES	16,476	16,583	18,005	18,005	17,425
101-50-5606	1080	MEDICARE	302	91	304	304	95
101-50-5606	1093	MEDICAL PT	-	-	29	29	-
PERSONNEL EXPENDITURES:			23,340	23,005	24,210	24,210	24,097
101-50-5606	2080	CONTRACT SVC/NON-CLASS	8	-	-	8	-
101-50-5606	2230	PROGRAMS & ACTIVITIES	11,069	13,000	7,735	7,735	12,000
OPERATING EXPENDITURES:			11,077	13,000	7,735	7,743	12,000
HALLOWEEN PARADE			34,417	36,005	31,945	31,953	36,096
101-50-0000	4569	REVENUES GENERATED BY THE PROGRAM	-	-	-	-	-
NET PROGRAM (COST)/REVENUES			(34,417)	(36,005)	(31,945)	(31,953)	(36,096)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**HALLOWEEN FESTIVAL
101-50-5607**

FULL TIME POSITIONS			
Position Title	Overtime Hours	FY 17-18 Budget	FY 18-19 Budget
Recreation Supervisor	24	-	-
Recreation Coordinator	24	-	-
Maint Supervisor	9	-	-
Maint Worker III	18	-	-
Maint Worker II	36	-	-
TOTAL	111	-	-

PART TIME POSITIONS			
Position Title	FY 17-18 Positions	FY 17-18 Adopted Hours	FY 17-18 Budgeted Wages
Public Safety Officer I	4	20	525
Recreation Leader II	29	348	5,195
TOTAL	33	368	5,720

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 16-17 ACTUAL thru 5/30/17	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
							FY 17-18
101-50-5607	1030	PART TIME WAGES	4,723	5,445	4,472	4,472	5,720
101-50-5607	1040	OVERTIME SALARY & WAGES	8,700	1,800	4,160	4,160	2,678
101-50-5607	1080	MEDICARE	175	79	115	115	83
101-50-5607	1093	MEDICAL PT	108	-	247	247	-
101-50-5607	1094	DENTAL PT	2	-	8	8	-
101-50-5607	1100	ACA AFFORDABILITY STIPEND	7	-	-	-	-
		PERSONNEL EXPENDITURES:	13,715	7,324	9,002	9,002	8,480
101-50-5607	2230	PROGRAMS & ACTIVITIES	29,843	28,472	27,764	27,764	27,500
		OPERATING EXPENDITURES:	29,843	28,472	27,764	27,764	27,500
		HALLOWEEN FESTIVAL	43,558	35,796	36,766	36,766	35,980
101-50-0000		REVENUES GENERATED BY THE PROGRAM	-	-	-	-	-
		NET PROGRAM (COST)/REVENUES	(43,558)	(35,796)	(36,766)	(36,766)	(35,980)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**SANTA SLEIGH
101-50-5608**

FULL TIME POSITIONS			
Position Title	Overtime Hours	FY 17-18 Budget	FY 18-19 Budget
Recreation Supervisor		-	-
Recreation Coordinator		-	-
TOTAL	0	-	-

PART TIME POSITIONS			
Position Title	FY 17-18 Positions	FY 17-18 Adopted Hours	FY 17-18 Budgeted Wages
Public Safety Officer I	6	243	6,374
Recreation Leader II	2	12	179
TOTAL	8	255	6,553

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 16-17 ACTUAL thru 5/30/17	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-50-5608	1030	PART TIME WAGES	3,968	6,511	2,870	2,806	6,553
101-50-5608	1080	MEDICARE	57	94	40	40	95
101-50-5608	1093	MEDICAL PT	17	-	-	-	-
101-50-5608	1094	DENTAL PT	2	-	-	-	-
PERSONNEL EXPENDITURES:			4,044	6,605	2,910	2,846	6,647
101-50-5608	2230	PROGRAMS & ACTIVITIES	10,190	12,000	10,155	9,702	11,000
OPERATING EXPENDITURES:			10,190	12,000	10,155	9,702	11,000
SANTA SLEIGH			14,234	18,605	13,065	12,548	17,648
101-50-0000	REVENUES GENERATED BY THE PROGRAM		-	-	-	-	-
NET PROGRAM (COST)/REVENUES			(14,234)	(18,605)	(13,065)	(12,548)	(17,648)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**SANTA SLEIGH - BREAKFAST PROGRAM
101-50-5612**

FULL TIME POSITIONS			
Position Title	Overtime Hours	FY 17-18 Budget	FY 18-19 Budget
Recreation Supervisor		-	-
Recreation Coordinator		-	-
TOTAL	0	-	-

PART TIME POSITIONS			
Position Title	FY 17-18 Positions	FY 17-18 Adopted Hours	FY 17-18 Budgeted Wages
Public Safety Officer	-	-	-
Recreation Leader II	22	12	179
TOTAL	22	12	179

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 16-17 ACTUAL thru 5/30/17	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-50-5612	1030	PART TIME WAGES	81	170	139	139	179
101-50-5612	1080	MEDICARE	2	2	2	2	3
PERSONNEL EXPENDITURES:			83	172	141	141	182
101-50-5612	2230	PROGRAMS & ACTIVITIES	318	350	-	-	350
OPERATING EXPENDITURES:			318	350	-	-	350
SANTA SLEIGH - BREAKFAST PROGRAM			401	522	141	141	532
101-50-0000	REVENUES GENERATED BY THE PROGRAM		-	-	-	-	-
NET PROGRAM (COST)/REVENUES			(401)	(522)	(141)	(141)	(532)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**SNOWFEST / TREE LIGHTING
101-50-5609**

FULL TIME POSITIONS			
Position Title	Overtime Hours	FY 17-18 Budget	FY 18-19 Budget
Recreation Supervisor	58	-	-
Recreation Coordinator	56	-	-
Maintenance Supervisor	13	-	-
Maint Worker III	26	-	-
Maint Worker II	65	-	-
TOTAL	218	-	-

PART TIME POSITIONS			
Position Title	FY 17-18 Positions	FY 17-18 Adopted Hours	FY 17-18 Budgeted Wages
Public Safety Officer I	4	24	630
Recreation Leader II	22	230	3,433
TOTAL	26	254	4,063

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 16-17 ACTUAL thru 5/30/17	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-50-5609	1030	PART TIME WAGES	3,321	3,172	4,727	4,727	4,063
101-50-5609	1040	OVERTIME SALARY & WAGES	10,160	5,100	9,936	9,936	4,420
101-50-5609	1080	MEDICARE	181	46	189	189	59
101-50-5609	1093	MEDICAL PT	124	-	155	155	-
101-50-5609	1094	DENTAL PT	3	-	5	5	-
101-50-5609	1100	ACA AFFORDABILITY STIPEND	5	-	-	-	-
PERSONNEL EXPENDITURES:			13,794	8,318	15,012	15,012	8,542
101-50-5609	2230	PROGRAMS & ACTIVITIES	22,221	23,654	26,761	26,761	25,000
OPERATING EXPENDITURES:			22,221	23,654	26,761	26,761	25,000
SNOWFEST / TREE LIGHTING			36,015	31,972	41,773	41,773	33,542
101-50-0000	REVENUES GENERATED BY THE PROGRAM		-	-	-	-	-
NET PROGRAM (COST)/REVENUES			(36,015)	(31,972)	(41,773)	(41,773)	(33,542)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**ARTASTIC
101-50-5614**

FULL TIME POSITIONS			
Position Title	Overtime Hours	FY 17-18 Budget	FY 18-19 Budget
Recreation Supervisor	28	-	-
Recreation Coordinator	52	-	-
		-	-
Maint Worker II	24	-	-
TOTAL	104	-	-

PART TIME POSITIONS			
Position Title	FY 17-18 Positions	FY 17-18 Adopted Hours	FY 17-18 Budgeted Wages
Public Safety Officer I	2	20	525
Recreation Leader II	22	180	2,687
TOTAL	24	200	3,212

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 16-17 ACTUAL thru 5/30/17	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-50-5614	1030	PART TIME WAGES	1,726	3,068	2,162	3,068	3,212
101-50-5614	1040	OVERTIME SALARY & WAGES	3,457	900	1,026	900	1,020
101-50-5614	1080	MEDICARE	66	44	46	44	47
101-50-5614	1093	MEDICAL PT	85	-	-	-	-
PERSONNEL EXPENDITURES:			5,334	4,012	3,234	4,012	4,279
101-50-5614	2230	PROGRAMS & ACTIVITIES	10,643	11,000	11,125	11,000	11,000
OPERATING EXPENDITURES:			10,643	11,000	11,125	11,000	11,000
ARTASTIC			15,977	15,012	14,359	15,012	15,279
101-50-0000	REVENUES GENERATED BY THE PROGRAM		-	-	-	-	-
NET PROGRAM (COST)/REVENUES			(15,977)	(15,012)	(14,359)	(15,012)	(15,279)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**KIDS & COPS GOLF PROGRAM
101-50-5615**

FULL TIME POSITIONS			
Position Title	Overtime Hours	FY 17-18 Budget	FY 18-19 Budget
Recreation Supervisor	8	-	-
Recreation Coordinator	8	-	-
		-	-
Maint Worker II	24	-	-
TOTAL	40	-	-

PART TIME POSITIONS			
Position Title	FY 17-18 Positions	FY 17-18 Adopted Hours	FY 17-18 Budgeted Wages
Recreation Leader II	0	40	597
TOTAL	0	40	597

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 16-17 ACTUAL thru 5/30/17	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-50-5615	1030	PART TIME WAGES	241	566	-	566	597
101-50-5615	1040	OVERTIME SALARY & WAGES	1,147	900	-	900	1,020
101-50-5615	1080	MEDICARE	19	8	-	8	9
PERSONNEL EXPENDITURES:			1,407	1,474	-	1,474	1,626
101-50-5615	2080	CONTRACT SVC/NON-CLASS	494	2,000	-	2,000	2,000
101-50-5615	2230	PROGRAMS & ACTIVITIES	5,882	5,500	-	5,500	5,500
OPERATING EXPENDITURES:			6,376	7,500	-	7,500	7,500
KIDS & COPS GOLF PROGRAM			7,783	8,974	-	8,974	9,126
101-50-0000	REVENUES GENERATED BY THE PROGRAM		-	-	-	-	-
NET PROGRAM (COST)/REVENUES			(7,783)	(8,974)	-	(8,974)	(9,126)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**CONCERT SHARE
101-50-5616**

FULL TIME POSITIONS			
Position Title	Overtime Hours	FY 17-18 Budget	FY 18-19 Budget
Recreation Supervisor	0	-	-
Recreation Coordinator	0	-	-
		-	-
		-	-
TOTAL	0	-	-

PART TIME POSITIONS			
Position Title	FY 17-18 Positions	FY 17-18 Adopted Hours	FY 17-18 Budgeted Wages
Recreation Leader II	-	-	-
TOTAL	-	-	-

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 16-17 ACTUAL thru 5/30/17	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-50-5616	2080	CONTRACT SVC/NON-CLASS	-	-	-	-	5,000
		OPERATING EXPENDITURES:	-	-	-	-	7,000
		CONCERT SHARE	-	-	-	-	7,000
101-50-0000	4690	REVENUES GENERATED BY THE PROGRAM	-	-	-	-	12,000
		NET PROGRAM (COST)/REVENUES	-	-	-	-	5,000

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**LAS POSADAS
101-50-5610**

FULL TIME POSITIONS			
Position Title	Overtime Hours	FY 17-18 Budget	FY 18-19 Budget
Recreation Supervisor	8	-	-
Recreation Coordinator	8	-	-
		-	-
Maint Worker II	24	-	-
TOTAL	40	-	-

PART TIME POSITIONS			
Position Title	FY 17-18 Positions	FY 17-18 Adopted Hours	FY 17-18 Budgeted Wages
Recreation Leader II	0	-	-
TOTAL	0	0	-

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 16-17 ACTUAL thru 5/30/17	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-50-5610	1030	PART TIME WAGES	-	-	-	-	-
101-50-5610	1040	OVERTIME SALARY & WAGES	-	-	-	-	-
101-50-5610	1080	MEDICARE	-	-	-	-	-
PERSONNEL EXPENDITURES:			-	-	-	-	-
101-50-5610	2080	CONTRACT SVC/NON-CLASS	-	-	-	-	-
101-50-5610	2230	PROGRAMS & ACTIVITIES	-	-	-	-	15,000
OPERATING EXPENDITURES:			-	-	-	-	15,000
LAS POSADAS			-	-	-	-	15,000
101-50-0000	REVENUES GENERATED BY THE PROGRAM		-	-	-	-	-
NET PROGRAM (COST)/REVENUES			-	-	-	-	(15,000)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**BEACH BUS
101-50-5617**

FULL TIME POSITIONS			
Position Title	Overtime Hours	FY 17-18 Budget	FY 18-19 Budget
Recreation Supervisor	8	-	-
Recreation Coordinator	8	-	-
		-	-
Maint Worker II	24	-	-
TOTAL	40	-	-

PART TIME POSITIONS			
Position Title	FY 17-18 Positions	FY 17-18 Adopted Hours	FY 17-18 Budgeted Wages
Recreation Leader II	0	-	-
TOTAL	0	0	-

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 16-17 ACTUAL thru 5/30/17	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-50-5617	1030	PART TIME WAGES	-	-	-	-	-
101-50-5617	1040	OVERTIME SALARY & WAGES	-	-	-	-	-
101-50-5617	1080	MEDICARE	-	-	-	-	-
PERSONNEL EXPENDITURES:			-	-	-	-	-
101-50-5617	2080	CONTRACT SVC/NON-CLASS	-	-	-	-	-
101-50-5617	2230	PROGRAMS & ACTIVITIES	-	-	-	-	6,840
OPERATING EXPENDITURES:			-	-	-	-	6,840
BEACH BUS			-	-	-	-	6,840
101-50-0000	REVENUES GENERATED BY THE PROGRAM		-	-	-	-	-
NET PROGRAM (COST)/REVENUES			-	-	-	-	(6,840)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**COMMUNITY CONGRESS
101-50-5618**

FULL TIME POSITIONS			
Position Title	Overtime Hours	FY 17-18 Budget	FY 18-19 Budget
Recreation Supervisor	8	-	-
Recreation Coordinator	8	-	-
		-	-
Maint Worker II	24	-	-
TOTAL	40	-	-

PART TIME POSITIONS			
Position Title	FY 17-18 Positions	FY 17-18 Adopted Hours	FY 17-18 Budgeted Wages
Recreation Leader II	0	-	-
TOTAL	0	0	-

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	FY 16-17 ACTUAL thru 5/30/17	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-50-5618	1030	PART TIME WAGES	-	-	-	-	-
101-50-5618	1040	OVERTIME SALARY & WAGES	-	-	-	-	-
101-50-5618	1080	MEDICARE	-	-	-	-	-
PERSONNEL EXPENDITURES:			-	-	-	-	-
101-50-5618	2080	CONTRACT SVC/NON-CLASS	-	-	-	-	-
101-50-5618	2230	PROGRAMS & ACTIVITIES	-	-	-	-	15,000
OPERATING EXPENDITURES:			-	-	-	-	15,000
COMMUNITY CONGRESS			-	-	-	-	15,000
101-50-0000	REVENUES GENERATED BY THE PROGRAM		-	-	-	-	-
NET PROGRAM (COST)/REVENUES			-	-	-	-	(15,000)

COMMUNITY DEVELOPMENT ADMINISTRATION

ACTIVITIES AND OBJECTIVES

Description of Activities

The Community Development Administration oversees and manages the department's six divisions: Building & Safety; Engineering; Code Compliance; Planning; Environmental Services; and Housing and Neighborhood Development (CDBG/HOME and Housing Authority). The Community Development Department oversees all future and current land use planning within the City, verifies the compliance of all development projects to state and local building and zoning codes, enforces property maintenance issues, manages the City's capital improvement projects, and directs the rehabilitation of the City's infrastructure system. Community Development also assists lower income families in rehabilitating their homes and securing decent and safe housing through federally funded assistance programs. The department also manages the City's economic development efforts to promote community revitalization, regional competitiveness, and economic opportunity for all segments of the community; oversees Norwalk's emergency preparedness activities; and coordinates ADA compliance efforts.

Objectives

- Implement Economic Development Strategy and continue supporting programs to strengthen existing businesses and attract new business development.
- Ensure that the Department, through its various divisions, provides a high level of customer service while implementing the programs, standards and regulations adopted by City Council.
- Continue implementing the Records Retention program for the Community Development Department.
- Increase and improve technical education and training department-wide.
- Analyze economic and demographic trends on an ongoing basis that will support planning for economic stability.
- Coordinate with agencies involved in Greenline Extension and High Speed Rail projects.
- Manage emergency preparedness activities by updating the Local Hazard Mitigation Plan and Emergency Operation Plan and coordinate appropriate staff training
- Continue Norwalk Education Alliance efforts to connect residents to careers.
- Develop strategies to attract business investment into commercial areas.
- Continue to develop and update a comprehensive ADA Self-Evaluation and Transition Plan to address identified ADA improvement areas in City facilities and right of way.

COMMUNITY DEVELOPMENT

Administration ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2055	Legal Advertising Publishing of public notices as required by law	\$ 1,500
2080	Contract Services - Non-Classified: <i>Economic Development Programs and support services</i> <i>Property Information Reports</i> <i>ADA compliance software</i>	24,400 20,000 2,400 2,000
2110	Conferences & Meetings: League of California Cities Planning Institute	1,500
2111	Memberships: American Planning Association and City membership to International Council of Shopping Centers (ICSC)	1,800
2130	Office Equipment Maintenance: Computers, copiers, printers, scanner, and miscellaneous equipment	2,100
2140	Office Supplies: Special and general office supplies needed to maintain operation of department and divisions	13,000
2141	Postage: Mailing postage expenses	5,000
2170	Special Materials & Supplies: Supplies for Records Retention project, special projects/presentations, drafting/graphics supplies, plan reproduction, and other materials	5,000

COMMUNITY DEVELOPMENT

Administration ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2190	Telephone & Fax: Radios, cell phones and hotspot Wi-Fi (10 units)	17,200
2250	Training: Training opportunities as appropriate for staff	1,000
2490	Bank Services Charges: Charges incurred through credit card transactions	21,000
435-2080	Contract Services - Non-Classified: Economic development consultant	30,000

COMMUNITY DEVELOPMENT

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-61-6101	1020	SALARIES & WAGES	497,644	487,529	542,516	536,014
101-61-6101	1049	BI-LINGUAL/CERTIFICAT PAY	223	-	643	-
101-61-6101	1052	AUTO ALLOWANCE	-	-	-	4,800
101-61-6101	1060	PAID SICK LEAVE	2,922	-	6,000	8,860
101-61-6101	1065	ACCRUED PAID VACATION	2,792	10,800	9,917	10,110
101-61-6101	1078	MANAGEMENT BENEFIT 401A	8,482	7,965	8,531	7,938
101-61-6101	1080	MEDICARE	5,521	8,500	6,086	8,277
101-61-6101	1081	MGMT BENEFIT/MEDICAL	10,359	11,643	9,883	10,296
101-61-6101	1082	PERS - EMPLOYEES' PORTION	25,258	8,417	8,264	8,239
101-61-6101	1083	PERS - EMPLOYER PORTION	111,733	115,923	129,147	137,094
101-61-6101	1085	LIFE INSURANCE	1,588	1,792	1,536	1,833
101-61-6101	1088	LONG-TERM DISABILITY INSURANCE	5,844	4,670	5,907	5,413
101-61-6101	1090	MEDICAL INS - FT EMPLOYEES	45,466	41,552	50,762	54,742
101-61-6101	1091	DENTAL INS - FT EMPLOYEES	7,399	6,775	7,958	8,102
101-61-6101	1092	VISION INS - FT EMPLOYEES	1,203	1,105	1,285	1,245
101-61-6101	1095	MEDICAL INS - RETIREES	26,603	28,400	19,782	19,600
101-61-6101	1097	WORKER'S COMPENSATION	-	7,707	7,707	6,846
101-61-6101	1999	ALLOCATED PAYROLL	(12,886)	-	(1,405)	-
PERSONNEL EXPENDITURES:			740,152	742,778	814,520	829,409

COMMUNITY DEVELOPMENT

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-61-6101	2055	LEGAL ADVERTISING	2,108	3,000	1,000	1,500
101-61-6101	2080	CONTRACT SVC/NON-CLASS	2,165	22,400	10,400	24,400
101-61-6101	2081	CONTRACT SVC/SPECIAL STUDY	-	250,000	-	-
101-61-6101	2110	CONFERENCES & MEETINGS	950	11,000	100	1,500
101-61-6101	2111	MEMBERSHIPS	905	600	1,234	1,800
101-61-6101	2130	OFFICE EQPT MTCE	2,325	2,100	2,500	2,100
101-61-6101	2140	OFFICE SUPPLIES	15,969	13,000	13,128	13,000
101-61-6101	2141	POSTAGE	4,060	5,000	3,009	5,000
101-61-6101	2170	SPECIAL MAT'LS-SUPPLIES	538	5,000	2,000	5,000
101-61-6101	2177	LA CO.CLERK-ENVIR.FILING	2,764	2,500	2,300	2,500
101-61-6101	2190	TELEPHONE & FAX	15,552	18,232	16,900	17,200
101-61-6101	2230	PROGRAMS & ACTIVITIES	-	5,000	-	-
101-61-6101	2220	VEHICLE MTCE & SUPPLIES	3,290	4,900	4,900	-
101-61-6101	2240	DUPLICATING SERVICE CHG	10,866	11,600	8,470	11,600
101-61-6101	2250	TRAINING EXPENSE	15	1,000	50	1,000
101-61-6101	2490	BANK SERVICE CHARGES	24,860	21,000	21,000	21,000
OPERATING EXPENDITURES:			86,368	376,332	86,991	107,600

COMMUNITY DEVELOPMENT

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-61-6101	3860	C/O-OFFICE EQUIPMENT	1,589	-	-	-
		CAPITAL OUTLAY EXPENDITURES:	1,589	-	-	-
		GENERAL FUND - COMMUNITY DEVELOPMENT TOTAL:	828,110	1,119,110	901,511	937,009
435-61-6101	2080	CONTRACT SVC/NON-CLASS	12,941	35,000	6,700	30,000
		RDA BONDS FUND - COMMUNITY DEVELOPMENT TOTAL:	12,941	35,000	6,700	30,000
745-61-6101	3860	C/O-OFFICE EQUIPMENT	1,864	-	1,219	-
		CAPITAL OUTLAY EXPENDITURES:	1,864	-	1,219	-
		COMPUTER REPLACEMENT FUND - COMMUNITY DEVELOPMENT TOTAL:	1,864	-	1,219	-
		COMMUNITY DEVELOPMENT TOTAL (ALL FUNDS) :	842,915	1,154,110	909,430	967,009

BUILDING AND SAFETY

ACTIVITIES AND OBJECTIVES

Description of Activities

The Building and Safety Manager is responsible for administering the activities of both the Building & Safety and the Code Compliance Division. The Building Division is responsible for the enforcement of the City's Building, Electrical, Plumbing and Mechanical Codes and other City, State and Federal Codes related to the construction, alteration or remodeling of buildings within the City of Norwalk. Typical activities include plan check, permit issuance, and building inspection for all new construction and rehabilitation of commercial, residential and industrial projects. Additionally, the Building & Safety staff conducts inspections of substandard properties and provides support to the Rehabilitation and Property Maintenance Appeals Board.

Objectives

- Enhance the quality of life in Norwalk by providing for life-safety, safeguarding property and protecting public welfare through consistent enforcement of the adopted building codes.
- Administer the construction waste recycling program in accordance with NMC 8.48 Article X.
- Continue to coordinate Building & Safety activities within the City with other divisions and departments.
- Continue to provide training for staff to maintain required certifications and continuing education with currently adopted codes required in accordance with the State Health & Safety Code Section 18968.

Budget Program:

Community Development - Building and Safety, 6102

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Building & Safety Manager (a)	0.70	0.70	91,031	Building Inspector I	1,000	-	0	-
Senior Building Inspector	0.00	1.00	84,213					
Building Inspector II	2.00	2.00	160,884					
Permit Technician	3.00	3.00	179,218					
(a) 25% Code Compliance, 5% Environmental Services								
TOTAL	5.70	6.70	515,346	TOTAL	1,000	-	-	-

BUILDING AND SAFETY

ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2050	Publications: Code books and miscellaneous technical publications	\$ 1,500
2070	Contract Services - Classified: Contract Services Plan Check (65% of plan check)	143,000
2080	Contract Services - Non-Classified: Substandard Rehabilitation – Board Ups	15,000
2111	Memberships: International Code Council (ICC), Los Angeles County Chapter of ICC, California Building Officials (CALBO), International Association of Electrical Inspectors (IAEI), International Association of Plumbing and Mechanical Officials (IAMPO), Orange Empire Chapter ICC, and National Fire Prevention Association (NFPA)	2,800
2250	Training: Continuing education and certification in accordance with Health and Safety Code Section 18968 and for International Codes Certified Access Specialist Training Program per SB 1608	3,000
101-3860	Capital Outlay - Office Equipment: Tablets for field access to building permit system (3)	2,000
746-3820	Capital Outlay - Vehicle Equipment: Sedan to replace Ford Ranger truck (#2501)	18,000

BUILDING & SAFETY

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-61-6102	1020	SALARIES & WAGES	395,939	422,510	425,627	515,346
101-61-6102	1030	PART TIME WAGES	19,951	32,070	28,434	-
101-61-6102	1040	OVERTIME SALARY & WAGES	-	200	-	200
101-61-6102	1049	BILINGUAL/CERTIFICAT PAY	1,743	1,300	1,891	1,950
101-61-6102	1060	PAID SICK LEAVE	3,308	6,800	6,800	4,090
101-61-6102	1065	ACCRUED PAID VACATION	5,381	7,600	1,239	1,250
101-61-6102	1078	MANAGEMENT BENEFIT 401A	1,750	1,709	1,851	1,821
101-61-6102	1080	MEDICARE	5,953	7,222	6,451	7,617
101-61-6102	1081	MGMT BENEFIT/MEDICAL	1,668	1,990	1,755	555
101-61-6102	1082	PERS - EMPLOYEES' PORTION	20,653	11,322	11,403	11,300
101-61-6102	1083	PERS - EMPLOYER PORTION	89,220	100,464	101,651	131,809
101-61-6102	1084	UNIFORM ALLOWANCE	125	-	163	-
101-61-6102	1085	LIFE INSURANCE	1,362	1,400	1,349	1,475
101-61-6102	1088	LONG-TERM DISABILITY INSURANCE	4,014	4,082	4,106	5,205
101-61-6102	1090	MEDICAL INS - FT EMPLOYEES	52,791	57,036	58,069	74,586
101-61-6102	1091	DENTAL INS - FT EMPLOYEES	7,657	7,963	7,674	9,360
101-61-6102	1092	VISION INS - FT EMPLOYEES	969	982	1,011	1,129
101-61-6102	1095	MEDICAL INS - RETIREES	7,134	7,700	6,876	7,500
101-61-6102	1097	WORKER'S COMPENSATION	11,688	14,026	14,026	15,019
PERSONNEL EXPENDITURES:			631,306	686,376	680,377	790,212

BUILDING & SAFETY

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-61-6102	2050	PUBLICATIONS	300	6,200	7,203	1,500
101-61-6102	2070	CONTRACT SVC-CLASSIFIED	196,307	170,000	173,170	143,000
101-61-6102	2080	CONTRACT SVC/NON-CLASS	8,728	120,000	15,000	15,000
101-61-6102	2111	MEMBERSHIPS	2,293	2,800	2,800	2,800
101-61-6102	2140	OFFICE SUPPLIES	-	-	-	-
101-61-6102	2220	VEHICLE MTCE & SUPPLIES	12,443	9,800	21,500	9,500
101-61-6102	2250	TRAINING EXPENSE	1,662	3,000	3,508	3,000
OPERATING EXPENDITURES:			221,733	311,800	223,181	174,800
101-61-6102	3820	C/O-VECHICLE	21,520	-	-	-
101-61-6102	3860	C/O-OFFICE EQUIPMENT	-	700	700	2,000
CAPITAL OUTLAY EXPENDITURES:			21,520	700	700	2,000
GENERAL FUND -BULIDING & SAFTEY TOTAL:			874,558	998,876	904,258	967,012

BUILDING & SAFETY

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
745-61-6102	3860	C/O-OFFICE EQUIPMENT	1,178	3,000	1,887	-
		CAPITAL OUTLAY EXPENDITURES:	1,178	3,000	1,887	-
		COMPUTER REPLACEMENT FUND - BUILDING & SAFTEY TOTAL:	1,178	3,000	1,887	-
746-61-6102	3820	C/O-VEHICLE EQUIPMENT	-	-	-	18,000
		CAPITAL OUTLAY EXPENDITURES:	-	-	-	18,000
		VEHICLE REPLACEMENT FUND - BUILDING & SAFTEY TOTAL:	-	-	-	18,000
		BUILDING & SAFETY TOTAL (ALL FUNDS):	875,736	1,001,876	906,145	985,012

ENGINEERING

ACTIVITIES AND OBJECTIVES

Description of Activities

The Engineering Division is responsible for the capital improvement and rehabilitation of the City's infrastructure including streets, water, sewer and drainage systems, and all traffic related activities. Engineering is also responsible for, in conjunction with other City departments, City compliance with the State mandated Municipal Separate Storm Sewer System (MS4) Permit, General Waste Discharge Requirements (WDR) for Sanitary Sewer Systems, and the Los Angeles County Congestion Management Program (CMP).

Specific activities include preparation of the City's capital projects program; programming of several Federal, State, and local funding sources; design, inspection and administration of capital improvement projects; review of private development plans; review and approval of parcel and tract maps related to private developments; city-wide traffic signal synchronization; maintenance of public right-of-way and facilities maps; and assisting the general public with engineering related matters. Engineering continues to collaborate with Caltrans and provide technical support for the I-5 Widening Project. Activities include reviewing freeway plans in a timely manner and identifying and helping to resolve potential environmental, traffic and public safety issues.

Objectives

- Manage the Federal, State, and locally funded design and construction activities.
- Oversee pavement rehabilitation projects according to street conditions in the Pavement Management Plan including local street improvements to be funded by Measure M and SB1 (Road Repair and Accountability Act of 2017) – Road Maintenance and Repair Account (RMRA).
- Continue to manage traffic signal synchronization through Highway Safety Improvement Program Grants.
- Continue reducing the number of carryover Capital Improvement Projects.
- Support the design and construction of water and sewer improvements as funding becomes available.
- Assist other departments with implementation of their capital projects including bidding and contractor management.
- Continue monitoring Caltrans' I-5 Corridor construction activities
- Continue coordination of the I-605 design and construction activities with Metro.

ENGINEERING

ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2079	Contract Services - City Engineer: Contract City Engineer (cost charged as 80% Engineering, 5% Environmental Services, 5% Water, 5% Sewer, 5% High Speed Rail)	230,880 \$
2080	Contract Services - Non-Classified: <i>Contract Traffic Engineer</i> <i>Public Works Inspector (non - CIPS)</i> <i>Traffic Support Services</i> <i>Surveying/Tract Map Plan Checking</i> <i>AutoCAD subscription renewal</i> <i>Traffic county survey</i>	204,000 <i>80,000</i> <i>90,000</i> <i>15,000</i> <i>5,000</i> <i>4,000</i> <i>10,000</i>
2111	Memberships: Institute of Transportation Engineers	940
2250	Training: Specialized training relating to the design, construction and management of capital improvement projects	4,000
3860	Capital Outlay - Office Equipment: Computer and new monitor	1,700

ENGINEERING

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-61-6103	1020	SALARIES & WAGES	299,950	242,238	296,887	351,638
101-61-6103	1048	MEDICAL OPT-OUT-GEN. UNIT	8,728	6,720	5,647	3,360
101-61-6103	1049	BILINGUAL/CERTIFICAT PAY	902	325	874	650
101-61-6103	1060	PAID SICK LEAVE	3,405	3,300	3,300	4,160
101-61-6103	1065	ACCRUED PAID VACATION	4,899	6,000	7,068	7,210
101-61-6103	1080	MEDICARE	3,152	3,841	3,135	5,331
101-61-6103	1082	PERS - EMPLOYEES' PORTION	10,932	6,185	6,780	5,721
101-61-6103	1083	PERS - EMPLOYER PORTION	67,498	57,600	70,793	89,938
101-61-6103	1085	LIFE INSURANCE	704	596	621	592
101-61-6103	1088	LONG-TERM DISABILITY INSURANCE	3,026	2,352	2,830	3,551
101-61-6103	1090	MEDICAL INS - FT EMPLOYEES	17,686	14,862	21,032	42,566
101-61-6103	1091	DENTAL INS - FT EMPLOYEES	2,820	2,585	3,231	6,495
101-61-6103	1092	VISION INS - FT EMPLOYEES	352	274	402	686
101-61-6103	1095	MEDICAL INS - RETIREES	51,603	55,100	52,539	55,500
101-61-6103	1097	WORKER'S COMPENSATION	-	3,940	3,940	4,491
101-61-6103	1999	ALLOCATED PAYROLL	(115,271)	(75,000)	(66,676)	(185,000)
PERSONNEL EXPENDITURES:			360,387	330,918	412,401	396,889

ENGINEERING

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-61-6103	2079	CONTRACT SVC/CITY ENGINEER	188,952	202,020	200,000	230,880
101-61-6103	2079A	ALLOCATED CITY ENGINEER	-	-	-	(86,500)
101-61-6103	2080	CONTRACT SVC/NON-CLASS	239,981	324,000	332,906	204,000
101-61-6103	2111	MEMBERSHIPS	-	940	700	940
101-61-6103	2220	VEHICLE MTCE & SUPPLIES	4,876	2,000	1,500	1,900
101-61-6103	2250	TRAINING EXPENSE	184	4,000	1,000	4,000
OPERATING EXPENDITURES:			433,992	532,960	536,106	355,220
101-61-6103	3860	C/O-OFFICE EQUIPMENT	-	-	-	1,700
101-61-6103	3880	C/O-MISCELLANEOUS OTHER	-	20,000	-	-
CAPITAL OUTLAY EXPENDITURES:			-	20,000	-	1,700
GENERAL FUND - ENGINEERING TOTAL:			794,379	883,878	948,507	753,809
213-61-6103	2400	AUDIT FEES	2,585	2,700	2,664	2,700
OPERATING EXPENDITURES:			2,585	2,700	2,664	2,700
AQMD FUND - ENGINEERING TOTAL:			2,585	2,700	2,664	2,700

ENGINEERING

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
745-61-6103	3860	C/O-OFFICE EQUIPMENT	11,821	27,000	12,609	-
		CAPITAL OUTLAY EXPENDITURES:	11,821	27,000	12,609	-
		COMPUTER REPLACEMENT FUND - ENGINEERING TOTAL:	11,821	27,000	12,609	-
228-61-6103	2080	CONTRACT SVC/NON-CLASS	56,833	2,000	-	-
228-61-6103	3860	C/O-OFFICE EQUIPMENT	-			
		OPERATING EXPENDITURES:	56,833	2,000	-	-
		MEASURE R FUND - ENGINEERING TOTAL:	56,833	2,000	-	-
ENGINEERING TOTAL (ALL FUNDS) :			865,618	915,578	963,780	756,509

CODE COMPLIANCE

ACTIVITIES AND OBJECTIVES

Description of Activities

The Building & Safety Manager is responsible for administering the activities of both the Building & Safety Division and the Code Compliance Division.

The Code Compliance Division's function is focused on enforcement of property maintenance and zoning issues related to the provisions of the Norwalk Municipal Code. Primary emphasis is placed on protecting public health and safety, preserving the quality of life within the City's neighborhoods and enhancing the community's aesthetic integrity.

Code Compliance staff are responsible for responding to complaints or inquiries regarding violations of zoning, sign, land use ordinances, and public nuisances as well as for being proactive in identifying and initiating cases. Staff investigates code violations and implements appropriate corrective action. In addition, the Code Compliance Division proactively identifies community maintenance deficiencies and develops or implements appropriate mitigation measures. Although achieving voluntary compliance is a primary objective, Code Compliance staff work closely with City Prosecutors, City Attorney, the District Attorney's Office and the courts to protect public health and safety.

Objectives

- Preserve the quality of life within neighborhoods, and enhance the community's aesthetic integrity by enforcement of the Norwalk Municipal Code.
- Review and revise the policies and procedures to increase efficiency and effectiveness in resolving cases.
- Continue operating the Code Compliance Division on a seven-day per week schedule.
- Work with owners of vacant and foreclosed properties to ensure regular monitoring and abatement of property maintenance violations.
- Coordinate code enforcement activities within the City with other divisions and departments.
- Effectively work with the public and the business community to investigate and resolve property maintenance and zoning violations in a timely fashion.

Budget Program:

Community Development - Code Compliance, 6104

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Building and Safety Manager (a)	0.25	0.25	32,511	Code Compliance Inspector	1,000	1,000	1	34,915
Senior Building Inspector	1.00	1.00	92,844					
Code Compliance Inspector	5.00	5.00	370,596					
Office Assistant II	2.00	1.00	52,788					
(a) 70% Building & Safety, 5% Environmental Services								
TOTAL	8.25	7.25	548,739	TOTAL	1,000	1,000	1	34,915

CODE COMPLIANCE

ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2059	City Prosecutor: Legal counsel required to prosecute chronic property maintenance cases	\$ 40,000
2080	Contract Services - Non-Classified: <i>Contract Services to collect fines from Administrative Citations (Offset by revenue account code 4261)</i> <i>Service for providing vacant property listing</i>	3,000 2,600 400
2085	Weed/Litter Abatement: Contract services necessary to abate weed and litter cases	30,000
2111	Memberships: Staff membership in California Association of Code Enforcement Officers	900
2250	Training: Continued training in specialized code enforcement areas including customer service and conflict resolution	1,500

CODE COMPLIANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-61-6104	1020	SALARIES & WAGES	580,077	605,108	601,104	548,739
101-61-6104	1030	PART TIME WAGES	17,509	34,568	16,909	34,915
101-61-6104	1040	OVERTIME SALARY & WAGES	650	-	151	-
101-61-6104	1084	EMPLOYEE' BENEFITS-UNIFORMS	168	-	78	-
101-61-6104	1049	BILINGUAL/CERTIFICAT PAY	4,536	4,550	4,522	3,900
101-61-6104	1060	PAID SICK LEAVE	3,574	3,200	5,500	5,940
101-61-6104	1065	ACCRUED PAID VACATION	4,835	2,900	2,638	2,690
101-61-6104	1070	PAID SICK LEAVE ON TERMIN	375	-	-	-
101-61-6104	1078	MANAGEMENT BENEFIT 401A	634	611	635	651
101-61-6104	1080	MEDICARE	7,524	9,817	7,721	8,702
101-61-6104	1081	MGMT BENEFIT/MEDICAL	604	711	597	199
101-61-6104	1082	PERS - EMPLOYEE'S PORTION	34,124	22,908	22,998	20,653
101-61-6104	1083	PERS - EMPLOYER PORTION	131,181	143,880	143,999	140,352
101-61-6104	1085	LIFE INSURANCE	2,147	2,254	2,102	2,127
101-61-6104	1088	LONG-TERM DISABILITY INSURANCE	5,865	5,871	5,716	5,543
101-61-6104	1090	MEDICAL INS - FT EMPLOYEES	73,698	78,071	77,662	72,073
101-61-6104	1091	DENTAL INS - FT EMPLOYEES	11,116	11,526	11,184	10,129
101-61-6104	1092	VISION INS - FT EMPLOYEES	1,290	1,265	1,288	1,118
101-61-6104	1095	MEDICAL INS - RETIREES	12,948	9,200	14,420	15,300
101-61-6104	1097	WORKER'S COMPENSATION	-	9,775	9,775	7,009
PERSONNEL EXPENDITURES:			892,855	946,215	928,998	880,040

CODE COMPLIANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-61-6104	2059	CITY PROSECUTOR	26,986	70,000	40,500	40,000
101-61-6104	2080	CONTRACT SVC/NON-CLASS	3,603	13,000	7,000	3,000
101-61-6104	2085	WEED/LITTER ABATEMENT CHG	25,439	30,000	35,000	30,000
101-61-6104	2111	MEMBERSHIPS	43	850	850	900
101-61-6104	2220	VEHICLE MTCE & SUPPLIES	12,383	13,100	12,400	12,400
101-61-6104	2250	TRAINING EXPENSE	956	1,000	1,000	1,500
OPERATING EXPENDITURES:			69,410	127,950	96,750	87,800
GENERAL FUND - CODE COMPLIANCE TOTAL:			962,265	1,074,165	1,025,748	967,840
745-61-6104	3860	C/O-OFFICE EQUIPMENT	1,371	-	3,000	-
CAPITAL OUTLAY EXPENDITURES:			1,371	-	3,000	-
COMPUTER REPLACEMENT FUND - CODE COMPLIANCE TOTAL:			1,371	-	3,000	-
CODE COMPLIANCE TOTAL (ALL FUNDS):			963,636	1,074,165	1,028,748	967,840

PLANNING

ACTIVITIES AND OBJECTIVES

Description of Activities

The Planning Division is responsible for all future and current land use planning; the administration of zoning regulations; compliance with the California Environmental Quality Act, State Planning Law and the requirements of other regulating agencies and for being responsive to public requests for information and assistance. The Division maintains and updates the General Plan based on community goals and objectives in order to provide for the steady and orderly growth of the community consistent with sound economic and environmental principles. The Planning Division is responsible for undertaking a broad array of special studies on topics of interest or concern to the City. It also assists in the City's efforts to attract and maintain businesses that contribute positively to the economic development of the City by supporting current business expansions and improvements and creating spaces to attract new business opportunities.

Objectives

- Continue to guide the orderly development and continued revitalization of the community by maintaining and implementing the comprehensive General Plan.
- Involve the Public Safety Department in all design review processes to ensure a safe physical environment.
- Monitor the adopted General Plan and provide for an annual review by the Planning Commission and City Council.
- Continue to review and develop updates to the City's subdivision and zoning ordinances and to process zone changes, where necessary, to be consistent with the General Plan update. To achieve consistency with the General Plan and Strategic Plan by developing and implementing design standards for new or rehabilitated development to promote economic objectives.
- Develop strategies for specific areas of the City that will encourage development activity.
- Analyze economic and demographic trends on an ongoing basis that will support planning for economic stability.
- Meet objectives identified in adopted Housing Element 2013-2021 within the time schedule.

Budget Program:

Community Development - Planning, 6105

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Planning Manager	0.00	0.00	-	Planning Intern	0	0	0	-
Senior Planner	2.00	2.00	195,667					
Assistant Planner	2.00	2.00	136,311					
Office Assistant II	0.50	1.00	52,788					
TOTAL	4.50	5.00	384,766	TOTAL	-	-	-	-

PLANNING
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2050	Publications: Planning Advisory Service	\$ 895
2080	Contract Services - Classified: Planning Database	21,325
2111	Memberships: American Planning Association and American Institute of Certified Planners	1,260
2250	Training: Specialized training to maintain compliance with State law in such matters as the Subdivision Map Act, Planning and Zoning laws and the California Environmental Quality Act	4,000

PLANNING

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-61-6105	1020	SALARIES & WAGES	268,706	353,813	342,175	384,766
101-61-6105	1030	PART TIME WAGES	3,513	-	-	-
101-61-6105	1045	COMP TIME PAY	69	-	-	-
101-61-6105	1048	MEDICAL OPT-OUT-GEN. UNIT	4,880	-	4,547	4,800
101-61-6105	1049	BILINGUAL/CERTIFICAT PAY	1,023	975	1,697	1,950
101-61-6105	1060	PAID SICK LEAVE	2,328	1,400	-	-
101-61-6105	1065	ACCRUED PAID VACATION	4,527	1,300	1,300	1,300
101-61-6105	1080	MEDICARE	4,019	5,330	4,925	5,725
101-61-6105	1082	PERS - EMPLOYEES' PORTION	8,405	8,038	5,149	6,034
101-61-6105	1083	PERS - EMPLOYER PORTION	60,520	84,129	81,831	98,411
101-61-6105	1085	LIFE INSURANCE	492	1,001	497	624
101-61-6105	1088	LONG-TERM DISABILITY INSURANCE	2,692	3,436	3,235	3,885
101-61-6105	1090	MEDICAL INS - FT EMPLOYEES	22,537	40,269	32,838	38,674
101-61-6105	1091	DENTAL INS - FT EMPLOYEES	3,046	6,287	4,156	5,588
101-61-6105	1092	VISION INS - FT EMPLOYEES	392	662	533	588
101-61-6105	1097	WORKER'S COMPENSATION	3,864	5,662	5,662	4,914
PERSONNEL EXPENDITURES:			391,013	512,302	488,544	557,259

PLANNING

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-61-6105	2050	PUBLICATIONS	895	895	919	895
101-61-6105	2080	CONTRACT SVC/NON-CLASS	7,475	16,325	2,000	21,325
101-61-6105	2111	MEMBERSHIPS	485	1,260	1,260	1,260
101-61-6105	2250	TRAINING EXPENSE	150	4,000	4,000	4,000
OPERATING EXPENDITURES:			9,005	22,480	8,179	27,480
GENERAL FUND - PLANNING TOTAL:			400,018	534,782	496,723	584,739
745-61-6105	3860	C/O-OFFICE EQUIPMENT	1,371	-	883	-
CAPITAL OUTLAY EXPENDITURES:			1,371	-	883	-
COMPUTER REPLACEMENT FUND - PLANNING TOTAL:			1,371	-	883	-
PLANNING TOTAL (ALL FUNDS):			401,389	534,782	497,606	584,739

ENVIRONMENTAL SERVICES

ACTIVITIES AND OBJECTIVES

Description of Activities

Norwalk is a permittee of the Los Angeles Regional Water Quality Control Board's (LARWQCB) Municipal Separate Storm Sewer System (MS4) permit, which requires that jurisdictions in Los Angeles County reduce storm water discharges flowing untreated into storm drains and oceans. The Environmental Services Division will oversee compliance to the MS4 permit including the implementation of the City's Green Street Policy, Low Impact Development requirements, and manage business pollutant discharge inspections and related storm water management plan review. The division also works along with multiple city departments to oversee the City's compliance to air quality and related environmental requirements mandated by the State and monitors California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) compliance.

Objectives

- Manage storm water discharges through the use of best management practices.
- Implement the Green Street Policy and Low Impact Development requirements.
- Collaborate with other agencies to create a comprehensive Watershed Management Plan.
- Assist other departments with implementation of their MS4 permit activities.

Budget Program:

Community Development - Environmental Services , 6106

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Director of Community Development (a)	0.05	0.02	2,965					
Deputy City Manager (b)	0.05	0.05	8,172					
Building and Safety Manager (c)	0.05	0.05	6,503					
City Engineer (d)	0.00	0.00	-					
Administrative Services Manager (e)	0.20	0.17	22,108					
Associate Engineer (f)	0.05	0.10	9,558					
Senior Management Analyst (g)	0.05	0.05	4,225					
Assistant Engineer (h)	1.00	0.10	8,052					
(a) 90% Community Development-Admin, 5% CDBG, 2% High Speed Rail, 1% Prop C Admin								
(b) 80% Public Services-Admin, 5% Water, 5% Sewer, 5% Transportation Center								
(c) 70% Building & Safety, 25% Code Compliance								
(d) Position Vacant, Service provided by contract 80% Engineering, 5% Water, 5% Sewer, 5% Environmental Services, 5% High Speed Rail								
(e) 45% Management Services, 38% Water								
(f) 180% Engineering, 10% Water								
(g) 90% Community Development-Admin, 3% Prop C Admin, 2% High Speed Rail								
(h) 90% Engineering								
TOTAL	1.45	0.54	61,583	TOTAL	-	-	-	-

ENVIRONMENTAL SERVICES

ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2080	Contract Services - Non-Classified:	\$ 297,695
	<i>Municipal Separate Storm Sewer System (MS4) Compliance Services</i>	<i>100,000</i>
	<i>MOU with Gateway Water Authority for Watershed Management Program (cost shared with Gateway City Members)</i>	<i>105,500</i>
	<i>Municipal Separate Storm Sewer Station (MS4) Permit</i>	<i>40,000</i>
	<i>Imperial storm water lift station maintenance and cleaning</i>	<i>12,360</i>
	<i>Catch basin cleaning</i>	<i>5,600</i>
	<i>Storm water database software annual subscription</i>	<i>3,000</i>
	<i>Contract City Engineer (cost charged as 80% Engineering, 5% Environmental Services, 5% Water, 5% Sewer, and 5% High Speed Rail)</i>	<i>14,430</i>
	<i>Full capture catch basin inserts</i>	<i>16,805</i>
2250	Training:	2,000
227-2080	Contract Services:	20,000
	Bus stop trash receptacle clean up and maintenance	

ENVIRONMENTAL SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-61-6106	1020	SALARIES & WAGES	59,773	138,675	64,420	61,583
101-61-6106	1048	MEDICAL OPT-OUT-GEN. UNIT	554	2,400	757	1,200
101-61-6106	1060	PAID SICK LEAVE	729	500	750	870
101-61-6106	1065	ACCRUED PAID VACATION	2,508	2,500	2,500	2,910
101-61-6106	1078	MANAGEMENT BENEFIT 401A	1,071	1,226	1,082	1,020
101-61-6106	1080	MEDICARE	879	2,187	885	893
101-61-6106	1081	MGMT BENEFIT/MEDICAL	897	1,255	747	586
101-61-6106	1082	PERS - EMPLOYEES' PORTION	2,845	2,061	834	370
101-61-6106	1083	PERS - EMPLOYER PORTION	13,416	32,978	15,321	15,755
101-61-6106	1085	LIFE INSURANCE	199	379	212	196
101-61-6106	1088	LONG-TERM DISABILITY INSURANCE	655	1,335	709	623
101-61-6106	1090	MEDICAL INS - FT EMPLOYEES	5,473	9,955	5,843	7,746
101-61-6106	1091	DENTAL INS - FT EMPLOYEES	575	1,329	558	756
101-61-6106	1092	VISION INS - FT EMPLOYEES	128	215	126	143
101-61-6106	1097	WORKER'S COMPENSATION	-	2,261	2,261	786
PERSONNEL EXPENDITURES:			89,702	199,256	97,007	95,437

ENVIRONMENTAL SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-61-6106	2080	CONTRACT SVC/NON-CLASS	210,862	325,795	250,000	297,695
101-61-6106	2081	CONTRACT SVC/SPECIAL STUDY	-	15,000	-	-
101-61-6106	2086	LEGAL SERVICES	1,181	5,000	2,000	5,000
101-61-6106	2250	TRAINING EXPENSE	60	5,000	1,000	2,000
OPERATING EXPENDITURES:			212,103	350,795	253,000	304,695
101-61-6106	3880	C/O-MISCELLANEOUS OTHER	-	20,000	-	-
CAPITAL OUTLAY EXPENDITURES:			-	20,000	-	-
GENERAL FUND - ENVIRONMENTAL SERVICES TOTAL:			301,805	570,051	350,007	400,132
227-61-6106	2080	CONTRACT SERVICES	18,782	19,200	19,200	20,000
OPERATING EXPENDITURES:			18,782	19,200	19,200	20,000
PROP C FUND - ENVIRONMENTAL SERVICES TOTAL:			18,782	19,200	19,200	20,000
ENVIRONMENTAL SERVICES (ALL FUNDS) :			320,587	589,251	369,207	420,132

HOUSING AND NEIGHBORHOOD DEVELOPMENT

ACTIVITIES AND OBJECTIVES

Description of Activities

The divisions of Norwalk Housing Authority (NHA) and Community Development Block Grant (CDBG) have been combined into the Housing and Neighborhood Development Division. Funding for the division's programs and operations is provided by the U.S. Department of Housing and Urban Development (HUD) and the City's housing bond funds. The division administers a wide range of programs to provide housing in a sound environment, principally for low and moderate income households. Programs include rental assistance, home improvement grants and loans, affordable housing development, capital improvement projects in low to moderate income areas, social service agency funding, and revitalization of the San Antonio Village neighborhood. A seven-person commission of which at least two must be tenant participants of the Section 8 program governs the housing authority (Section 8 Housing Choice Voucher Program) of the division.

Objectives

- Maximize the use of funding provided by HUD.
- Implement all programs approved by the Housing Authority and City Council that are detailed in the 5-Year and Annual Public Housing Agency Plan, Consolidated Plan, and Annual Action Plan.
- Comply current regulations and policy requirements at Federal, State and local levels and monitor and respond to changes.
- Develop and implement a program to expend the City's affordable housing bond funds.
- Continue the Family Self-Sufficiency Program as grant funding is provided.
- Promote career development of staff through attendance at training workshops and professional meetings.
- Complete and submit all required federal reports: Annual Action Plans and Public Housing Agency Plans; Section 8 Management Assessment Program (SEMAP); application for CDBG & HOME funding; environmental review; Section 8 Family Report; Housing Authority Year-End Financial Data Schedule (FDS); and Consolidated Annual Performance and Evaluation Report (CAPER) year-end report.
- Further Fair Housing activities through a fair housing organization.
- Monitor CDBG subrecipients, affordable housing projects, Community Housing Development Organization (CHDO) projects, and loan agreements.

Budget Program: Housing and Neighborhood Development - CDBG Planning & Administration, 6201

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
City Manager (a)	0.01	0.01	2,540					
Director of Community Development (b)	0.05	0.05	7,412					
Director of Finance/Treasurer (c)	0.07	0.06	9,339					
Housing Manager (d)	0.30	0.30	35,748					
Controller (e)	0.10	0.10	12,384					
Community Development Specialist (f)	0.15	0.15	12,743					
Community Development Assistant (g)	0.10	0.10	6,274					
Office Assistant II (h)	0.50	0.55	23,397					
(a) 74% Admin, 20% SA-RDA, 5% Water								
(b) 90% Community Development-Admin., 2% High Speed Rail, 2% Environmental Services, 1% Prop C Admin								
(c) 65% Finance, 14% SA-RDA; 9% Water, 4% Prop C Admin, 1% Childcare, 1% Childcare - Stage 1								
(d) 55% Section 8, 10% HOME, 5% Housing Successor Agency								
(e) 57% Finance, 10% Water, 10% SA-RDA, 8% Prop C Admin, 5% Sewer								
(f) 50% Res. Rehab., 15% CDBG- Neighborhood Beautification, 15% CDBG- Commercial Rehab , 5% HOME								
(g) 80% Res. Rehab, 10% CDBG HOME								
(h) 40% Res. Rehab., 5% CDBG HOME								
TOTAL	1.28	1.32	109,837	TOTAL	-	-	-	-

HOUSING AND NEIGHBORHOOD DEVELOPMENT
Community Development Block Grant - Planning & Administration
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2080	Contract Services - Non-Classified: <i>Annual Action Plan</i> <i>Consolidated Annual Performance and Evaluation Report (CAPER)</i> <i>Cost Estimating Software and License</i> <i>Fair Housing Services</i>	\$ 18,320 2,500 2,000 1,000 12,820
3860	Capital Outlay - Office Equipment: Replace computers (#12787, #13002, & #13145)	1,000

**HOUSING AND NEIGHBORHOOD DEVELOPMENT
CDBG FUND - PLANNING & ADMINISTRATION**

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
207-62-6201	1020	SALARIES & WAGES	111,498	112,377	107,832	109,837
207-62-6201	1048	MEDICAL OPT-OUT-GEN. UNIT	-	480	-	480
207-62-6201	1049	BILINGUAL/CERTIFICAT PAY	838	1,105	764	683
207-62-6201	1052	AUTO ALLOWANCE	501	408	360	408
207-62-6201	1060	PAID SICK LEAVE	453	900	900	970
207-62-6201	1065	ACCRUED PAID VACATION	1,516	2,100	2,600	2,630
207-62-6201	1078	MANAGEMENT BENEFIT 401A	1,805	1,703	1,668	1,759
207-62-6201	1080	MEDICARE	1,679	1,388	1,594	1,710
207-62-6201	1081	MGMT BENEFIT/MEDICAL	2,267	2,631	2,015	2,261
207-62-6201	1082	PERS - EMPLOYEE'S PORTION	5,457	1,661	1,016	761
207-62-6201	1083	PERS - EMPLOYER PORTION	25,210	26,724	25,821	28,096
207-62-6201	1085	LIFE INSURANCE	361	400	293	346
207-62-6201	1088	LONG-TERM DISABILITY INSURANCE	1,191	1,168	1,105	1,109
207-62-6201	1090	MEDICAL INS - FT EMPLOYEES	13,325	13,842	14,077	15,593
207-62-6201	1091	DENTAL INS - FT EMPLOYEES	1,839	1,930	1,761	1,845
207-62-6201	1092	VISION INS - FT EMPLOYEES	304	315	293	305
207-62-6201	1097	WORKER'S COMPENSATION	1,320	2,507	2,507	1,403
207-62-6201	1098	OPEB - ACTIVE FT EMPLOYEES	16,000	6,770	6,800	8,700
PERSONNEL EXPENDITURES:			185,564	178,409	171,405	178,895

**HOUSING AND NEIGHBORHOOD DEVELOPMENT
CDBG FUND - PLANNING & ADMINISTRATION**

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
207-62-6201	2055	LEGAL ADVERTISING	890	2,000	1,500	1,000
207-62-6201	2080	CONTRACT SVC/NON-CLASS	27,568	34,820	20,000	18,320
207-62-6201	2140	OFFICE SUPPLIES	1,985	1,500	1,200	1,500
207-62-6201	2141	POSTAGE	1,346	1,400	1,200	1,200
207-62-6201	2190	TELEPHONE & FAX	759	714	600	610
207-62-6201	2220	VEHICLE MTCE & SUPPLIES	1,830	1,600	1,000	1,600
207-62-6201	2240	DUPLICATING SERVICE CHG	784	1,500	1,399	1,400
207-62-6201	2250	TRAINING EXPENSE	3,139	1,500	-	1,500
207-62-6201	2400	AUDIT FEES	980	800	1,004	1,000
OPERATING EXPENDITURES:			39,281	45,834	27,903	28,130
207-62-6201	3860	C/O-OFFICE EQUIPMENT	1,754	1,000	1,000	1,000
CAPITAL OUTLAY EXPENDITURES:			1,754	1,000	1,000	1,000
CDBG FUND - PLANNING & ADMIN TOTAL:			226,599	225,243	200,308	208,025

**HOUSING AND NEIGHBORHOOD DEVELOPMENT
CDBG FUND - RESIDENTIAL & COMMERCIAL REHABILITATION PROGRAMS**

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
207-62-6202	1020	SALARIES & WAGES	95,046	103,461	103,924	109,658
207-62-6202	1049	BILINGUAL/CERTIFICAT PAY	1,749	2,015	1,858	1,950
207-62-6202	1060	PAID SICK LEAVE	618	1,500	1,500	1,820
207-62-6202	1065	ACCRUED PAID VACATION	883	1,200	1,200	2,200
207-62-6202	1080	MEDICARE	1,396	1,530	1,514	1,706
207-62-6202	1082	PERS - EMPLOYEES' PORTION	5,375	2,333	3,652	3,706
207-62-6202	1083	PERS - EMPLOYER PORTION	21,723	24,602	25,152	28,048
207-62-6202	1085	LIFE INSURANCE	334	399	319	366
207-62-6202	1088	LONG-TERM DISABILITY INSURANCE	960	1,036	1,005	1,108
207-62-6202	1090	MEDICAL INS - FT EMPLOYEES	12,268	14,698	14,386	17,097
207-62-6202	1091	DENTAL INS - FT EMPLOYEES	2,026	2,166	2,200	2,375
207-62-6202	1092	VISION INS - FT EMPLOYEES	217	230	244	251
207-62-6202	1095	MEDICAL INS - RETIREES	19,295	19,200	20,117	20,500
207-62-6202	1097	WORKER'S COMPENSATION	1,152	2,219	2,219	1,400
207-62-6202	1098	OPEB-FUTURE FTE RETIREES	14,400	8,200	8,200	11,700
PERSONNEL EXPENDITURES:			177,442	184,789	187,490	203,885

**HOUSING AND NEIGHBORHOOD DEVELOPMENT
CDBG FUND - RESIDENTIAL & COMMERCIAL REHABILITATION PROGRAMS**

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
207-62-6202	2080	CONTRACT SVC/NON-CLASS	19,039	3,000	900	-
207-62-6202	2116	RESIDENTIAL LOANS/REBATES	627,543	758,250	822,250	547,250
207-62-6202	2117	LEAD TESTING / ABATEMENT	40,139	56,000	56,000	56,000
OPERATING EXPENDITURES:			686,721	817,250	879,150	603,250
CDBG FUND - RESIDENTIAL REHABILITATION TOTAL:			864,163	1,002,039	1,066,640	807,135

Housing and Neighborhood Development - Neighborhood Beautification Program, 6206

Budget Program:

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Community Development Specialist (a)	0.15	0.15	12,743					
Community Development Assistant	0.15	0.00	-					
(a) 50% Res. Rehab., 15% CDBG Admin, 15% CDBG-Commercial Rehab , 5% HOME								
TOTAL	0.30	0.15	12,743	TOTAL	-	-	-	-

**HOUSING AND NEIGHBORHOOD DEVELOPMENT
CDBG FUND - RESIDENTIAL & COMMERCIAL REHABILITATION PROGRAMS**

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
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CDBG FUND - NEIGHBORHOOD BEAUTIFICATION PROGRAM

207-62-6206	1020	SALARIES & WAGES	-	21,777	16,206	12,743
207-62-6206	1049	BILINGUAL/CERTIFICAT PAY	-	-	284	195
207-62-6206	1060	PAID SICK LEAVE	-	-	141	540
207-62-6206	1065	ACCRUED PAID VACATION	-	-	19	540
207-62-6206	1080	MEDICARE	-	1,668	240	188
207-62-6206	1082	PERS - EMPLOYEES' PORTION	-	510	660	510
207-62-6206	1083	PERS - EMPLOYER PORTION	-	5,179	3,921	3,260
207-62-6206	1085	LIFE INSURANCE	-	-	52	50
207-62-6206	1088	LONG-TERM DISABILITY INSURANCE	-	-	141	129
207-62-6206	1090	MEDICAL INS - FT EMPLOYEES	-	1,638	1,567	1,242
207-62-6206	1091	DENTAL INS - FT EMPLOYEES	-	-	270	210
207-62-6206	1092	VISION INS - FT EMPLOYEES	-	-	30	23
207-62-6206	1097	WORKER'S COMPENSATION	-	-	-	163
207-62-6206	1098	OPEB	-	1,590	1,600	1,590
PERSONNEL EXPENDITURES:			-	32,362	25,130	21,383

**HOUSING AND NEIGHBORHOOD DEVELOPMENT
CDBG FUND - RESIDENTIAL & COMMERCIAL REHABILITATION PROGRAMS**

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
207-62-6206	2115	NEIGHBORHOOD BEAUTIFICATION	-	45,228	30,000	40,000
OPERATING EXPENDITURES:			-	45,228	30,000	40,000
CDBG FUND - NEIGHBORHOOD BEAUTIFICATION PROGRAM TOTAL:			-	77,590	55,130	61,383

**HOUSING AND NEIGHBORHOOD DEVELOPMENT
CDBG FUND - RESIDENTIAL & COMMERCIAL REHABILITATION PROGRAMS**

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
CDBG FUND - COMMERCIAL REHABILITATION PROGRAM						
207-62-6207	1020	SALARIES & WAGES	-	8,494	7,000	12,743
207-62-6207	1049	BILINGUAL/CERTIFICAT PAY	-	130	107	195
207-62-6207	1060	PAID SICK LEAVE	-	-	88	380
207-62-6207	1065	ACCRUED PAID VACATION	-	-	-	270
207-62-6207	1080	MEDICARE	-	550	105	188
207-62-6207	1082	PERS - EMPLOYEES' PORTION	-	340	284	510
207-62-6207	1083	PERS - EMPLOYER PORTION	-	2,020	1,690	3,260
207-62-6207	1085	LIFE INSURANCE	-	33	24	50
207-62-6207	1088	LONG-TERM DISABILITY INSURANCE	-	86	66	129
207-62-6207	1090	MEDICAL INS - FT EMPLOYEES	-	-	589	1,242
207-62-6207	1091	DENTAL INS - FT EMPLOYEES	-	-	111	210
207-62-6207	1092	VISION INS - FT EMPLOYEES	-	-	12	23
207-62-6207	1097	WORKER'S COMPENSATION	-	176	176	163
207-62-6207	1098	OPEB	-	530	500	530
PERSONNEL EXPENDITURES:			-	12,359	10,752	19,893

**HOUSING AND NEIGHBORHOOD DEVELOPMENT
CDBG FUND - RESIDENTIAL & COMMERCIAL REHABILITATION PROGRAMS**

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
207-62-6207	2122	COMMERCIAL IMPROVEMENT	-	103,596	55,000	189,000
		OPERATING EXPENDITURES:	-	103,596	55,000	189,000
		CDBG FUND - COMMERCIAL REHABILITATION PROGRAM TOTAL:	-	115,955	65,752	208,893
		CDBG FUND - REHABILITATION PROGRAM TOTAL:	864,163	1,195,584	1,187,522	1,077,411

**HOUSING AND NEIGHBORHOOD DEVELOPMENT
CDBG FUND - RESIDENTIAL & COMMERCIAL REHABILITATION PROGRAMS**

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
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CDBG FUND - OTHER PROGRAMS

207-62-6204	2080	SOCIAL SERVICES	67,270	87,270	67,270	87,250
207-30-3404	3997	GRAFFITI REMOVAL / CDBG FUND	55,636	53,948	53,948	54,090
207-40-4102	2883	RENTAL & UTILITY ASSIST.	44,944	48,500	48,500	48,500
207-40-4102	2884	LODGING VOUCHERS	1,868	1,500	1,500	1,500

CDBG FUND - OTHER PROGRAMS TOTAL:	169,718	191,218	171,218	191,340
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CDBG ALL PROGRAMS TOTAL:	1,033,881	1,386,802	1,358,740	1,268,751
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Budget Program:

Housing and Neighborhood Development - Home Program, 6203

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Housing Manager (a)	0.10	0.10	11,916					
Community Development Specialist (b)	0.05	0.05	4,248					
Community Development Assistant (c)	0.00	0.10	6,274					
Office Assistant II (d)	0.10	0.05	2,127					
(a) 55% Section 8, 30% CDBG Admin, 5% Housing Successor Agency								
(b) 50% CDBG Res. Rehab., 15% CDBG Admin, 15% CDBG-Neighborhood Beautification, 15% CDBG- Commercial Rehab								
(c) 10% CDBG Admin, 80% Res. Rehab.								
(d) 55% CDBG Admin, 40% Res. Rehab.								
TOTAL	0.25	0.30	24,565	TOTAL	-	-	-	-

**HOUSING AND NEIGHBORHOOD DEVELOPMENT
HOME PROGRAM
ACTIVITY DETAIL**

Account Number	Description	FY 17-18 COST
2080	Contract Services - Non-Classified: Loan Management Services (cost split with Residential Rehab)	\$ 1,300
2707	Community Housing Development Organization (CHDO): Required set-aside funds for non-profit community based organization to develop, sponsor and own affordable housing within the City of Norwalk	36,791

**HOUSING AND NEIGHBORHOOD DEVELOPMENT
HOME PROGRAM**

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
208-62-6203	1020	SALARIES & WAGES	18,220	21,004	18,927	24,565
208-62-6203	1049	BILINGUAL/CERTIFICAT PAY	152	130	146	228
208-62-6203	1060	PAID SICK LEAVE	116	400	123	270
208-62-6203	1065	ACCRUED PAID VACATION	152	300	300	320
208-62-6203	1078	MANAGEMENT BENEFIT 401A	170	-	184	-
208-62-6203	1080	MEDICARE	271	799	276	372
208-62-6203	1081	MGMT BENEFIT/MEDICAL	159	-	143	-
208-62-6203	1082	PERS - EMPLOYEES' PORTION	847	382	224	421
208-62-6203	1083	PERS - EMPLOYER PORTION	4,125	4,996	4,535	6,285
208-62-6203	1085	LIFE INSURANCE	61	53	49	90
208-62-6203	1088	LONG-TERM DISABILITY INSURANCE	182	136	168	247
208-62-6203	1090	MEDICAL INS - FT EMPLOYEES	2,301	3,017	2,652	3,921
208-62-6203	1091	DENTAL INS - FT EMPLOYEES	295	210	304	420
208-62-6203	1092	VISION INS - FT EMPLOYEES	48	33	48	67
208-62-6203	1097	WORKER'S COMPENSATION	156	294	294	313
208-62-6203	1098	OPEB-FUTURE FTE RETIREES	1,200	1,320	1,300	1,100
PERSONNEL EXPENDITURES:			28,455	33,074	29,674	38,618

**HOUSING AND NEIGHBORHOOD DEVELOPMENT
HOME PROGRAM**

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
208-62-6203	2080	CONTRACT SVC/NON-CLASS	1,345	1,300	2,000	1,300
208-62-6203	2118	AFFORDABLE HOUSING PROGRAM	626,636	152,096	301,586	-
208-62-6203	2119	HOME REPAIR	47,102	50,000	74,854	167,809
208-62-6203	2121	SECURITY DEPOSIT ASSISTANCE	6,350	42,482	45,000	40,000
208-62-6203	2707	CHDO	58,522	36,595	58,924	36,791
OPERATING EXPENDITURES:			739,955	282,473	482,364	245,900
HOME FUND PROGRAM TOTAL:			768,410	315,547	512,038	284,518

**Housing and Neighborhood Development -
Family Self Sufficiency Grant, 6301**

Budget Program:

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Housing Specialist II (a)	0.24	0.12	8,432					
Housing Specialist I (b)	0.48	0.24	15,172					
(a) 88% Housing Authority								
(b) 176% Housing Authority								
TOTAL	0.72	0.36	23,604	TOTAL	-	-	-	-

**HOUSING AND NEIGHBORHOOD DEVELOPMENT
HOUSING AUTHORITY**

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
<u>FSS GRANT PROGRAM:</u>						
262-63-6301	1020A	SALARIES & WAGES	46,615	45,430	43,448	23,604
262-63-6301	1049A	BILINGUAL/CERTIFICAT PAY	149	156	146	78
262-63-6301	1065A	ACCRUED PAID VACATION	-	200	-	-
262-63-6301	1078A	MANAGEMENT BENEFIT 401A	1	-	-	-
262-63-6301	1080A	MEDICARE	626	683	596	344
262-63-6301	1081A	MGMT BENEFIT/MEDICAL	1	-	-	-
262-63-6301	1082A	PERS - EMPLOYEES' PORTION	2,763	1,819	1,747	946
262-63-6301	1083A	PERS - EMPLOYER PORTION	10,491	10,804	10,365	6,039
262-63-6301	1085A	LIFE INSURANCE	163	170	152	93
262-63-6301	1088A	LONG-TERM DISABILITY INSURANCE	442	442	415	239
262-63-6301	1090A	MEDICAL INS - FT EMPLOYEES	7,086	7,863	6,604	3,435
262-63-6301	1091A	DENTAL INS - FT EMPLOYEES	995	1,008	904	504
262-63-6301	1092A	VISION INS - FT EMPLOYEES	107	108	100	54
262-63-6301	1097A	WORKER'S COMPENSATION	504	946	946	302
262-63-6301	1098A	OPEB-FUTURE FTE RETIREES	-	3,810	3,800	3,810
FSS GRANT PROGRAM TOTAL:			70,029	73,439	69,366	39,448

**Housing and Neighborhood Development -
Housing Authority, 6302**

Budget Program:

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Housing Manager (a)	0.55	0.55	65,538					
Housing Specialist II (b)	0.76	0.88	61,829					
Housing Specialist I (c)	1.52	1.76	111,262					
Office Assistant II	2.10	2.00	97,664					
(a) 30% CDBG, 10% HOME, 5% Housing Successor Agency								
(b) 12% FSS Grant								
(c) 24% FSS Grant								
TOTAL	4.93	5.19	336,293	TOTAL	-	-	-	-

HOUSING AND NEIGHBORHOOD DEVELOPMENT
HOUSING AUTHORITY
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2080	<p>Contract Services - Non-Classified:</p> <p style="padding-left: 40px;"><i>Software licenses</i></p> <p style="padding-left: 40px;"><i>Work Number Income Verification System</i></p> <p style="padding-left: 40px;"><i>Lead-Based Paint Testing to comply with HUD requirements</i></p> <p style="padding-left: 40px;"><i>Hearing Officer Expense</i></p> <p style="padding-left: 40px;"><i>Tenant Credit Check Service</i></p> <p style="padding-left: 40px;"><i>FBI Reports</i></p> <p style="padding-left: 40px;"><i>Fingerprinting Services</i></p> <p style="padding-left: 40px;"><i>Property Information Reports</i></p> <p style="padding-left: 40px;"><i>Off site records storage</i></p>	<p>\$ 39,500</p> <p>13,000</p> <p>3,000</p> <p>1,000</p> <p>15,300</p> <p>500</p> <p>2,500</p> <p>2,000</p> <p>1,000</p> <p>1,200</p>
2110	<p>Conferences & Meetings:</p> <p>Annual and Spring meetings of the National Association of Housing & Redevelopment Officials; quarterly Housing Authority Finance Director's meeting; State and National legislative conferences; and miscellaneous seminars</p>	<p>4,000</p>
2111	<p>Memberships:</p> <p>California Association of Housing Authorities (CAHA), Housing Authority Association of Southern California (HAASC), and National Association of Housing & Redevelopment Officials (national and southwest regional chapters)</p>	<p>1,600</p>

HOUSING AND NEIGHBORHOOD DEVELOPMENT
HOUSING AUTHORITY
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2141	Postage: Mailing of annual appointment letters; verifications, forms and contracts; appointment letters for mass intake and voucher briefing sessions; waiting list correspondence and other program promotional materials; waiting list update letters	7,000
2170	Special Materials & Supplies: Supplies for hosting FSS meetings and other events	5,000
2250	Training: Professional development training for staff	3,000
2400	Audit Fees: Contract with independent accountants for accounting and auditing services	4,000
3860	Capital Outlay - Office Equipment:	2,400
	<i>Replacement computers (2)</i>	<i>1,000</i>
	<i>Replacement of office equipment</i>	<i>1,400</i>

**HOUSING AND NEIGHBORHOOD DEVELOPMENT
HOUSING AUTHORITY**

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
<u>NHA - VOUCHER ASSISTANCE PROGRAM:</u>						
262-63-6302	1020A	SALARIES & WAGES	328,832	315,263	313,153	336,293
262-63-6302	1045A	COMP TIME PAY	321	-	541	-
262-63-6302	1049A	BILINGUAL/CERTIFICAT PAY	2,067	1,729	1,674	1,222
262-63-6302	1065A	ACCRUED PAID VACATION	468	1,600	800	810
262-63-6302	1078A	MANAGEMENT BENEFIT 401A	1,423	1,263	1,455	1,311
262-63-6302	1080A	MEDICARE	4,638	4,655	4,413	4,939
262-63-6302	1081A	MGMT BENEFIT/MEDICAL	1,331	1,603	1,175	1,078
262-63-6302	1082A	PERS - EMPLOYEES' PORTION	15,398	8,079	8,329	9,038
262-63-6302	1083A	PERS - EMPLOYER PORTION	74,250	74,964	74,856	86,014
262-63-6302	1085A	LIFE INSURANCE	1,012	882	1,001	1,144
262-63-6302	1088A	LONG-TERM DISABILITY INSURANCE	3,282	3,183	3,005	3,396
262-63-6302	1090A	MEDICAL INS - FT EMPLOYEES	51,592	51,776	43,567	49,782
262-63-6302	1091A	DENTAL INS - FT EMPLOYEES	6,347	7,447	4,865	7,249
262-63-6302	1092A	VISION INS - FT EMPLOYEES	925	909	829	878
262-63-6302	1095A	MEDICAL INS - RETIREES	28,156	28,900	25,955	30,400
262-63-6302	1097A	WORKER'S COMPENSATION	28,500	47,531	47,531	4,294
262-63-6302	1098A	OPEB-FUTURE FTE RETIREES	400,000	26,610	26,600	26,600
PERSONNEL EXPENDITURES:			948,542	576,394	559,750	564,448

**HOUSING AND NEIGHBORHOOD DEVELOPMENT
HOUSING AUTHORITY**

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
262-63-6302	2050	PUBLICATIONS	907	1,500	1,200	1,500
262-63-6302	2055	LEGAL ADVERTISING	90	400	500	500
262-63-6302	2080	CONTRACT SVC/NON-CLASS	25,189	38,400	32,000	39,500
262-63-6302	2086	LEGAL SERVICES	20,263	-	12,003	6,000
262-63-6302	2110	CONFERENCES & MEETINGS	1,521	-	1,700	4,000
262-63-6302	2111	MEMBERSHIPS	1,510	1,600	1,600	1,600
262-63-6302	2130	OFFICE EQUIPMENT MAINTENANCE	341	700	632	700
262-63-6302	2140	OFFICE SUPPLIES	10,208	7,000	6,000	7,000
262-63-6302	2141	POSTAGE	6,885	7,000	7,000	7,000
262-63-6302	2161	ADMINISTRATIVE COSTS	157	-	400	-
262-63-6302	2170	SPECIAL MATERIALS & SUPPLIES	813	14,500	9,000	5,000
262-63-6302	2190	TELEPHON & FAX	2,569	3,060	1,800	1,850
262-63-6302	2220	VEHICLE MTCE & SUPPLIES	4,977	5,000	5,000	7,200
262-63-6302	2240	DUPLICATING SERVICE CHG	4,184	3,000	2,000	3,000
262-63-6302	2250	TRAINING EXPENSE	1,695	3,000	4,500	3,000
262-63-6302	2400	AUDIT FEES	2,490	4,000	2,564	4,000
262-63-6302	2490	BANK SERVICE CHARGE	678	400	900	450
262-63-6302	2491	INTEREST EXPENSE	14	250	-	200
262-63-6302	2495	FSS ESCROW HAP	25,131	32,000	30,000	28,000
262-63-6302	2496	PORT-IN HAPP	80,475	48,000	53,000	60,000
262-63-6302	2497	HOUSING ASSISTANCE PAY	5,924,819	5,906,000	6,030,000	5,910,926
262-63-6302	2498	PORT-OUT ADMIN	16,246	16,000	21,000	36,000
262-63-6302	2499	PORT-OUT HAPP	263,441	284,000	350,000	560,000
262-63-6302	2998	BAD DEBT EXPENSE	1,889	-	1,800	1,800
OPERATING EXPENDITURES:			6,396,492	6,375,810	6,574,599	6,689,226

**HOUSING AND NEIGHBORHOOD DEVELOPMENT
HOUSING AUTHORITY**

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
262-63-6302	3860	C/O- OFFICE EQUIPMENT	206	1,400	1,004	2,400
CAPITAL OUTLAY EXPENDITURES:			206	1,400	1,004	2,400
NHA - VOUCHER ASSISTANCE PROGRAM TOTAL:			7,345,240	6,953,604	7,135,353	7,256,074
HOUSING PROGRAM TOTAL:			7,415,269	7,027,043	7,204,720	7,295,522

Budget Program:

The Successor Agency to the Housing Redevelopment, 6303

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Allocation	FY 15-16 Adopted Hours	FY 15-16 Number of PT Positions	FY 17-18 Budgeted Wages
Housing Manager (a)	0.05	0.05	5,958					
Community Development Specialist	0.05	0.00	-					
(a) 55% Section 8, 30% CDBG, 10% HOME								
TOTAL	0.10	0.05	5,958	TOTAL	-	-	-	-

SUCCESSOR AGENCY HOUSING ADMINISTRATION

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
261-63-6303	1020	REG SALARIES & WAGES	3,316	9,470	7,298	5,958
261-63-6303	1049	BILINGUAL/CERTIFICAT PAY	3	65	8	-
261-63-6303	1060	PAID SICK LEAVE	-	200	-	40
261-63-6303	1065	ACCRUED PAID VACATION	-	400	-	50
261-63-6303	1078	MANAGEMENT BENEFIT 401A	63	108	136	117
261-63-6303	1080	MEDICARE	49	150	107	85
261-63-6303	1081	MGMT BENEFIT/MEDICAL	64	146	108	98
261-63-6303	1082	PERS - EMPLOYEES' PORTION	164	664	21	211
261-63-6303	1083	PERS - EMPLOYER'S PORTION	745	2,321	1,737	1,471
261-63-6303	1085	LIFE INSURANCE	16	37	24	23
261-63-6303	1088	LONG TERM DISABILITY	44	95	66	58
261-63-6303	1090	MEDICAL INS - FT EMPLOYEES	643	1,125	964	944
261-63-6303	1091	DENTAL INS - FT EMPLOYEES	54	140	83	70
261-63-6303	1092	VISION INS - FT EMPLOYEES	14	26	20	18
261-63-6303	1097	WORKER'S COMPENSATION	-	205	205	75
PERSONNEL EXPENDITURES:			5,175	15,152	10,778	9,218

SUCCESSOR AGENCY HOUSING ADMINISTRATION

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
261-63-6303	2080	CONTRACT SVC/NON-CLASS	-	110,000	65,000	50,000
		OPERATING EXPENDITURES:	-	110,000	65,000	50,000
		ADVANCES TO SA-NRA ADMINISTRATION SUBTOTAL:	5,175	125,152	75,778	59,218
261-63-6303	3990	INTER-FUND TXF/OUT-(IN)	-	-	-	-
		HOUSING-SA ADMINISTRATIVE TOTAL:	5,175	125,152	75,778	59,218
436-63-6303	2080	CONTRACT SVC/NON-CLASS	-	50,000	50,000	50,000
		OPERATING EXPENDITURES:	-	50,000	50,000	50,000
		HOMELESS PREVENTION AND RAPID REHOUSING TOTAL:	-	50,000	50,000	50,000
		HOUSING-SATOTAL:	5,175	175,152	125,778	109,218

HIGH SPEED RAIL

ACTIVITIES AND OBJECTIVES

Description of Activities

The City has received funding from the California High Speed Rail Authority (HSRA) to offset costs incurred in providing analysis and input on high speed rail's impact on the local community and participating in coordination activities. The HSRA is responsible for the planning, design, construction, and operation of the high speed rail system in California. The proposed rail system will run from San Francisco to the Los Angeles basin under three hours at speeds over 200 miles per hour. The system will eventually extend to Sacramento and San Diego, totaling 800 miles with up to 24 stations.

Objectives

- Coordinate with HSRA and City's consultant on the technical and engineering review of the proposed rail facility through the City and the proposed improvements at the Norwalk/Santa Fe Springs Transportation Station.
- Collaborate with other local agencies to achieve a cohesive regional rail system while minimizing local and environmental impacts.

Budget Program:

High Speed Rail , 6307

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Director of Community Development (a)	0.00	0.02	2,965					
Senior Management Analyst (b)	0.00	0.02	1,690					
(a) 90% Community Development Admin., 5% CDBG, 2% Environmental Services, 1% Prop C Administration								
(b) 90% Community Development Administration , 3% Prop C Administration, 5% Environmental Services								
TOTAL	0.00	0.04	4,655	TOTAL	-	-	-	-

HIGH SPEED RAIL

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
439-63-6307	1020	SALARIES & WAGES	-	-	4,199	4,655
439-63-6307	1049	BILINGUAL/CERTIFICAT PAY	-	-	3	-
439-63-6307	1060	PAID SICK LEAVE	-	-	16	210
439-63-6307	1078	MANAGEMENT BENEFIT 401A	-	-	94	119
439-63-6307	1080	MEDICARE	-	-	62	72
439-63-6307	1081	MGMT BENEFIT/MEDICAL	-	-	100	63
439-63-6307	1082	PERS - EMPLOYEES' PORTION	-	-	36	68
439-63-6307	1083	PERS - EMPLOYER PORTION	-	-	999	1,192
439-63-6307	1085	LIFE INSURANCE	-	-	13	19
439-63-6307	1088	LONG-TERM DISABILITY INSURANCE	-	-	45	47
439-63-6307	1090	MEDICAL INS - FT EMPLOYEES	-	-	413	547
439-63-6307	1091	DENTAL INS - FT EMPLOYEES	-	-	49	56
439-63-6307	1092	VISION INS - FT EMPLOYEES	-	-	10	11
439-63-6307	1097	WORKER'S COMPENSATION	-	-	-	60
PERSONNEL EXPENDITURES:			-	-	6,038	7,119
439-63-6307	2080	CONTRACT SVC/NON-CLASS	-	499,900	79,296	206,881
OPERATING EXPENDITURES:			-	499,900	79,296	206,881
HIGH SPED TOTAL (ALL FUNDS) :			-	499,900	85,334	214,000

EMERGENCY PREPAREDNESS AND OPERATIONS

ACTIVITIES AND OBJECTIVES

Description of Activities

Emergency preparedness focuses on taking steps to develop plans and reduce vulnerability to emergencies and natural disasters to better cope with their effects. Activities include promoting self-sufficiency among residents and businesses to support overall resilience during and after a disaster and continue the City's Community Emergency Response Team (CERT) program. CERT educates individuals about preparedness for hazards that may impact their area and trains them in basic disaster response skills. Emergency operations focuses on the response and recovery after an event to accelerate recovery after a disaster.

Objectives

- Develop and adopt a Local Hazard Mitigation Plan to identify risks and vulnerabilities associated with disasters, and develop strategies for helping people and protecting property from the effects of disasters.
- Develop and adopt an Emergency Operations Plan to strategize how the City will respond to and recover from hazards.
- Support Norwalk's Community Emergency Response Team (CERT) members by offering basic and refresher training opportunities.
- Promote self-sufficiency among residents, businesses, and City employees through disaster training and education.
- Continue involvement with Area E Disaster Management Joint Powers Authority to foster a strong partnership with member cities.

EMERGENCY PREPAREDNESS
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2080	Contract Services - Miscellaneous: <i>Local hazard mitigation plan</i>	\$ 35,000 <i>35,000</i>
2111	Memberships: <i>Area E Disaster Management JPA Annual Assessment</i> <i>California Emergency Services Association</i>	5,845 <i>5,670</i> <i>175</i>
2170	Special Supplies & Materials: Child Care Providers education, Camp at Home, Community preparedness education, Great Shake Out, Senior preparedness workshops, Youth disaster preparedness	4,000
2230	Programs & Activities: Advance CERT, Basic CERT, Camp at Home, Great Shake Out, Senior Preparedness Workshops & S.P.I.R.I.T. Project	4,000

EMERGENCY OPERATIONS
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2170	<p>Special Supplies & Materials:</p> <p>Supports City Specific needs for City Emergency Operations Center (EOC), Emergency Response Team Coordination Center (ERTCC), and field support Emergency Response Teams. City Cache Supplies, City Facilities Supplies, City Emergency Supplies, City Emergency Management support, Emergency Command Operations Unit and Emergency Response Trailer support, NIMS/SEMS Compliance support and training materials, including printed training materials.</p>	<p>\$ 6,000</p>
2250	<p>Training Expense:</p> <p>Supports new staff training compliance for California Standardized Emergency Management System and National Incident Management System for FY 17-18.</p>	<p>2,000</p>

EMERGENCY PREPAREDNESS

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
101-20-2102	2080	CONTRACT SVC/NON-CLASS	-	-	-	35,000
101-20-2102	2111	MEMBERSHIPS	5,867	6,387	5,332	5,845
101-20-2102	2170	SPECIAL MAT'LS-SUPPLIES	3,697	11,000	1,000	4,000
101-20-2102	2190	TELEPHONE & FAX	7,108	5,916	8,500	8,700
101-20-2102	2192	ROUTERS, INTERNET, DSL	831	1,800	910	930
101-20-2102	2230	PROGRAMS & ACTIVITIES	2,243	6,500	1,000	4,000
EOC						
101-29-2199	2170	SPECIAL MAT'LS-SUPPLIES	2,891	9,000	1,000	6,000
101-29-2199	2250	TRAINING EXPENSE	1,607	6,380	500	2,000
OPERATING EXPENDITURES:			24,244	46,983	18,242	66,475
101-29-2199	3880	C/O- MISC OTHER	14,550	21,500	-	-
CAPITAL OUTLAY EXPENDITURES:			14,550	21,500	-	-
GENERAL FUND - EMERGENCY PREPAREDNESS & EOC TOTAL:			38,794	68,483	18,242	66,475

EMERGENCY PREPAREDNESS

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
745-20-2102	3860	C/O-OFFICE EQUIPMENT	4,144	-	-	-
CAPITAL OUTLAY EXPENDITURES:			4,144	-	-	-
VEHICLE REPLACEMENT FUND - EMERGENCY PREPAREDNESS			4,144	-	-	-
TOTAL:						

FEDERAL EMERGENCY MANAGEMENT AGENCY PRE-DISASTER MITIGATION GRANT (Fund 221)

221-20-2102	1999	ALLOCATED PAYROLL	3,199	-	-	-
221-20-2102	2080	CONTRACT SERVICES	-	3,000	-	-
OPERATING EXPENDITURES:			3,199	3,000	-	-
FEMA PRE-DISASTER MITIGATION GRANT FUND TOTAL:			3,199	3,000	-	-
EMERGENCY PREPAREDNESS & EOC TOTAL (ALL FUNDS)			46,137	71,483	18,242	66,475

TRANSIT

ACTIVITIES AND OBJECTIVES

Description of Activities

Norwalk Transit System (NTS) was established in 1974 as one of 16 municipal bus operators within the County of Los Angeles operating fixed-route and paratransit service. NTS fixed-route utilizes thirty three (33) buses including: three (3) 40-foot Gillig Low-Floor diesel buses, three (3) 40-foot New Flyer Hybrid Gasoline/Electric buses, six (6) 41-foot New Flyer Hybrid Gasoline/Electric buses, three (3) 35-foot New Flyer Hybrid Gasoline/Electric buses and eighteen (18) 40-foot Gillig Low-Floor CNG buses. NTS provides services to over 1.7 million passengers per year. NTS provides fixed-route public transit service to the cities of Norwalk, Santa Fe Springs, Artesia, Bellflower, Cerritos, El Monte, La Mirada, Whittier and portions of unincorporated LA County. The fixed-route service provides local circulation and trunk service within Norwalk and adjoining communities, as well as, connecting bus service between the Metro Rail Green Line Station and the Norwalk/Santa Fe Springs Transportation Center (Metrolink Station).

In January of 2016, City Council approved transferring Metro's Line 270 (southern portion) to Norwalk from the El Monte Bus Station to the Green Line Station (effective June 27, 2016) which is now Route #7. Norwalk is required to maintain the same service during the first year of operation. Efforts are currently underway to review the performance of route(s) 1 through 5 and newly acquired 7 to make necessary adjustments to improve on-time performance, reduce deadhead and analyze ridership for the upcoming September 2017 service changes. NTS' next comprehensive Line-by-Line Analysis is scheduled for FY17/18. The goals of the COA are to improve NTS customer travel experience by reducing travel time (on-time performance), improve service frequencies and connections where possible, and to introduce new and innovative transit options. Successful implementation of the COA will result in improved transit services for Norwalk Transit System.

NTS continues to provide a high quality and efficient Advance Reservation Dial-A-Ride (DAR) for Norwalk's senior and disabled residents within the jurisdictional boundaries of the City of Norwalk through MV Transportation. NTS also contracts with Fiesta Taxi for late evening weekday supplemental taxi service and daytime weekday inter-jurisdictional taxi service for medical trips to eligible Norwalk/Santa Fe Springs residents. On July 1, 2016 NTS launched its new paperless, stored-value swipe TaxiCard as part of its Dial-a-Ride User-Subsidy Taxi Program. The program eligibility requirements have not changed and remain the same with each TaxiCard preloaded with 50 trips each month. In keeping with its commitment to provide economic public transportation in a safe and effective manner, NTS is continuing to evaluate its paratransit services to enhance productivity and customer satisfaction. This includes development of recommendations for future service expansion and/or restructuring of existing services that takes into account the following: Residential and socio-economic growth in the service area and existing travel patterns of riders and non-riders to explore the best possible approach to enhancing the use of public transportation, including consolidating portions of paratransit services into community fixed route service. Overall, the ongoing internal performance evaluation process will ensure that NTS continues to improve its service to meet both current and future needs of the community within the constraints of available funding from local, state and federal sources.

Objectives

- NTS will continue to implement various service enhancements to benefit the Norwalk community and surrounding cities. NTS staff continues its participation in the L.A. County interagency Committees to address ongoing issues such as inter-agency, transfer policies, clearing/settlement agreement that determines the business rules for future operation of inter-agency fare programs (i.e. TAP, etc.).
- Replacement of Bus Stop Amenities that are showing signs of wear/tear and deterioration as part of Transit's BSIP Phase II Campaign.
- NTS is continuing its incremental fixed route bus replacement program as vehicles come of age; useful life of 12 years/500,000 miles. Replacement of (3) Gillig Compressed Natural Gas buses will occur in late 2017 and mid-2018. Additionally, NTS has (6) Gasoline Hybrid Electric Powered Low Floor buses that will be eligible for disposition in year 2021 whereby procurement has been secured as part of joint procurement with LAVTA.
- Installation of a turnkey Intelligent Transportation System (ITS) to improve customer service and bus efficiency. This system will support: 1) Automatic Vehicle Location (AVL); 2) Automated Passenger Count (APC) with real-time reporting; 3) GPS based Computer Automated Dispatch (CAD) system; 4) Automated Vehicle Annunciator System (AVAS) and 5) Automated Travel Information System (ATIS). Transit is looking to upgrade and replace its existing ITS due to increased demand for enhanced information on a more immediate basis. Additionally, reporting requirements add increased pressure to provide more accurate and detailed information in order to monitor the systems performance. Upgrading our existing systems and installation of new technologies will ensure that customers are receiving the highest quality information on time, as well as ensuring that NTS is operating at optimal efficiency.
- Construction of the Transportation Facility Auxiliary Lot will include development to accommodate parking for Transit's & Public Services' buses/equipment, facility maintenance equipment associated with the maintenance and repair of the Metrolink Station (i.e. sweeping equipment, vandalism repairs, landscaping equipment, etc.) and storage of equipment. Appropriate lighting, landscaping and security gates will be installed to ensure security of buses/equipment and employees utilizing the facility.
- Implementation of Phase III for the Transportation/Public Services Facilities Project will include 1) Bus Vacuum System 2) CNG Station Fencing 3) Metrolink Station Interactive Information Kiosk 4) Operations Information Board 5) Metrolink Station Bike Lockers 6) Fuel Island Lighting and 7) Tenant Improvements to the Coach Operators' Breakroom; efforts to secure funding are underway.

TRANSPORTATION DEPARTMENT (ALL DIVISIONS)

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
710-45-45xx	1020	REG SALARIES & WAGES	1,953,043	2,160,221	2,068,230	2,200,342
710-45-45xx	1021	REG SALARIES & WAGES-BUS OPERATORS	1,561,265	1,839,219	1,789,404	1,962,708
710-45-45xx	1030	PART TIME WAGES	197,313	237,783	180,284	245,593
710-45-45xx	1031	PART TIME WAGES-BUS OPERATORS	941,186	1,258,814	1,121,939	1,092,140
710-45-45xx	1040	OVERTIME SALARY & WAGES	42,232	37,925	50,061	44,785
710-45-45xx	1041	OVERTIME WAGES-BUS OPERATORS	60,779	250,446	294,381	60,000
710-45-45xx	1045	COMP TIME PAY	970	1,554	803	1,554
710-45-45xx	1046	BUS OPERATOR - TRAINEE	-	-	63	-
710-45-45xx	1048	MEDICAL OPT-OUT-GEN. UNIT	19,968	15,601	17,605	16,609
710-45-45xx	1049	BILINGUAL/CERTIFICAT PAY	19,798	18,525	20,979	15,370
710-45-45xx	1052	AUTO ALLOWANCE	4,380	4,308	4,082	4,308
710-45-45xx	1055	HOLIDAY PAY	9,160	15,710	21,015	15,710
710-45-45xx	1060	PAID SICK LEAVE	23,836	23,385	27,927	36,348
710-45-45xx	1065	ACCRUED PAID VACATION	41,769	42,229	35,710	45,809
710-45-45xx	1066	COMPENSATED ABSENCES	(19,922)	-	-	-
710-45-45xx	1070	PAID SICK LEAVE ON TERMIN	-	7,500	2,538	7,500
710-45-45xx	1074	EMPLOYEE'S AWARDS	4,692	2,500	3,300	2,500
710-45-45xx	1078	MANAGEMENT BENEFIT 401A	9,891	10,949	11,455	11,900
710-45-45xx	1080	MEDICARE	66,476	106,524	76,999	44,571
710-45-45xx	1081	MGMT BENEFIT/MEDICAL	18,203	22,146	24,602	20,739
710-45-45xx	1082	PERS - EMPLOYEES' PORTION	153,980	101,108	92,872	89,771
710-45-45xx	1083	PERS - EMPLOYER'S PORTION	800,710	950,978	935,090	1,064,780

TRANSPORTATION DEPARTMENT (ALL DIVISIONS)

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
710-45-45xx	1084	EMPLOYEE' BENEFITS-UNIFORMS	11,979	15,180	10,403	15,180
710-45-45xx	1085	LIFE INSURANCE	9,933	11,161	9,441	10,459
710-45-45xx	1086	EMPLOYEES' PHYSICALS	7,367	12,810	4,726	10,810
710-45-45xx	1088	LONG-TERM DISABILITY INSURANCE	35,992	38,421	37,189	42,059
710-45-45xx	1090	MEDICAL INS - FT EMPLOYEES	422,932	512,367	476,219	547,439
710-45-45xx	1091	DENTAL INS - FT EMPLOYEES	59,934	77,393	61,908	80,187
710-45-45xx	1092	VISION INS - FT EMPLOYEES	8,656	8,895	9,191	9,189
710-45-45xx	1093	MEDICAL INS - PT EMPLOYEES	45,558	53,424	48,885	60,121
710-45-45xx	1094	DENTAL INS - PT EMPLOYEES	22,244	25,894	19,153	21,546
710-45-45xx	1095	MEDICAL INS - RETIREES	414,899	435,494	406,594	427,556
710-45-45xx	1096	UNEMPLOYMENT INSURANCE	24,550	35,360	10,065	35,360
710-45-45xx	1097	WORKER'S COMPENSATION	512,855	501,908	606,032	695,715
710-45-45xx	1098	OPEB-FUTURE FTE RETIREES UNFUNDED LIABILITY	495,303	163,300	163,300	326,600
PERSONNEL EXPENDITURES:			7,981,933	8,999,032	8,642,444	9,265,258

TRANSPORTATION DEPARTMENT (ALL DIVISIONS)

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
710-45-45xx	2050	PUBLICATIONS	821	5,106	5,106	5,106
710-45-45xx	2056	CLASSIFIED ADVERTISING	3,926	10,000	10,000	10,000
710-45-45xx	2057	PROMOTIONAL ADVERTISING	-	500	500	500
710-45-45xx	2063	FACILITY MTCE SERVICES	1,080	3,150	3,150	3,150
710-45-45xx	2080	CONTRACT SVC/NON-CLASS	539,585	632,341	600,767	683,300
710-45-45xx	2086	LEGAL SERVICES	-	500	16,578	20,500
710-45-45xx	2090	EQUIP MTCE & SUPPLIES	33,032	39,352	46,035	49,671
710-45-45xx	2100	UTILITIES	133,832	183,683	157,900	121,068
710-45-45xx	2110	CONFERENCES & MEETINGS	22,743	12,885	58,242	14,885
710-45-45xx	2111	MEMBERSHIPS	28,230	28,399	29,567	30,058
710-45-45xx	2114	GRANT EXPENSES	-	500	500	500
710-45-45xx	2115	AUTO EXPENSES	-	-	1,270	-
710-45-45xx	2130	OFFICE EQPT MTCE	2,848	2,996	2,171	2,996
710-45-45xx	2140	OFFICE SUPPLIES	27,647	15,289	19,860	18,789
710-45-45xx	2141	POSTAGE	988	1,689	1,611	1,689
710-45-45xx	2150	RENTAL EXPENSE	-	795	795	795
710-45-45xx	2158	OTHER GOVT AGENCIES FEES	4,908	15,193	15,193	15,193
710-45-45xx	2160	SPECIAL FEES & SERVICES	21,897	24,214	21,393	25,155
710-45-45xx	2161	ADMINISTRATIVE COSTS	521,617	530,900	533,747	545,600
710-45-45xx	2192	INTERNET, ISDN DSL SERVICE	862	500	500	500
710-45-45xx	2170	SPECIAL MAT'LS-SUPPLIES	76,691	97,352	93,538	97,275
710-45-45xx	2180	SMALL TOOLS	2,189	2,385	2,385	2,783
710-45-45xx	2190	TELEPHONE & FAX	19,795	24,734	26,512	25,445
710-45-45xx	2220	VEHICLE MTCE & SUPPLIES	26,448	6,360	6,360	6,360
710-45-45xx	2221	VEHICLE MTCE-PARTS & SERV	120,123	145,350	196,200	204,150

TRANSPORTATION DEPARTMENT (ALL DIVISIONS)

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
710-45-45xx	2222	VEHICLE MTCE-FUEL & LUB	329,699	563,940	483,941	483,761
710-45-45xx	2223	VEHICLE MTCE-TIRES & TUBE	-	1,590	1,590	1,590
710-45-45xx	2224	ACCIDENT DAMAGES REPAIRS	95,973	51,675	57,000	71,550
710-45-45xx	2240	DUPLICATING SERVICE CHG	160	1,659	1,710	1,859
710-45-45xx	2250	TRAINING EXPENSE	5,164	23,630	18,503	20,630
710-45-45xx	2400	AUDIT FEES	9,785	8,000	10,082	10,000
710-45-45xx	2450	LIAB, FIRE & OTHERS INS.	674,470	563,678	442,747	696,000
710-45-45xx	2490	BANK SERVICE CHARGES	2,930	2,600	2,629	2,600
710-45-45xx	2494	JPIA RETRO DEPOSIT	(84,418)	362,970	271,571	300,000
710-45-45xx	2081	CONTRACT SVC/SPECIAL STUDY	-	-	5,000	-
OPERATING EXPENDITURES:			2,623,026	3,363,915	3,144,654	3,473,458
TRANSIT FUND - OPERATIONS TOTAL:			10,604,960	12,362,947	11,787,098	12,738,716

TRANSPORTATION DEPARTMENT (ALL DIVISIONS)

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
TRANSIT CAPITAL - OUTLAYS						
710-45-45xx	2990	DEPRECIATION EXPENSES	8,332	-	-	-
712-45-45xx	2990	DEPRECIATION EXPENSES	1,558,872	-	-	-
712-45-45xx	2992	DEPRECIATION EXPENSES-PARTS	27,305	-	24,125	-
712-45-45xx	3831	C/O-TRAN REV VEH PURCHASE	1,819,092	996,509	-	1,286,230
712-45-45xx	3833	C/O-TRAN MAJOR COMPON VEH	92,169	112,000	84,429	87,364
712-45-45xx	3840	C/O-BUILDINGS & IMPROVEMENTS	-	4,000	-	43,038
712-45-45xx	3843	C/O-OTHER BUS STOP IMPROV	-	-	-	4,000
712-45-45xx	3851	C/O-TRAN MAINT & OPS SUP EQ	36,333	-	7,008	-
712-45-45xx	3852	C/O-TRAN ADMIN SUPPORT EQ	-	13,287	-	-
712-45-45xx	3853	C/O-TRAN DATA & COMM SYSTEM	-	280,000	-	280,000
712-45-45xx	3860	C/O-OFFICE EQUIPMENT	-	-	-	49,600
712-45-45xx	3884	C/O-DATA / COMM / ITS	37,465	81,338	86,374	88,000
711-45-45xx	3820	C/O-AUTOMOTIVE EQUIPMENT	33,137	-	-	-
711-45-45xx	3831	C/O-TRAN REV VEH PURCHASE	372,507	278,045	3,888	613,820
711-45-45xx	3843	C/O-OTHER BUS STOP IMPROVE	-	-	-	980,690
711-45-45xx	3884	C/O-DATA / COMM / ITS	71,358	-	77,559	-
TRANSIT FUNDS CAPITAL TOTAL:			4,056,571	1,765,179	283,383	3,432,742

TRANSPORTATION DEPARTMENT (ALL DIVISIONS)

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
210-45-45xx	3833	C/O-TRAN MAJOR COMPON VEH	23,042	30,000	19,838	21,841
210-45-45xx	3840	C/O-BUILDINGS & IMPROVEMENTS	-	-	-	10,759
210-45-45xx	3843	C/O-OTHER BUS STOP IMPROV	-	1,000	-	1,000
210-45-45xx	3851	C/O-TRAN MAINT & OPS SUP EQ	9,083	3,322	1,752	-
210-45-45xx	3860	C/O-OFFICE EQUIPMENT	-	-	-	12,400
210-45-45xx	3884	C/O-DATA / COMM / ITS	9,366	18,334	18,158	22,000
TRANSIT PROP A CAPITAL TOTAL:			41,492	52,656	39,748	68,000
227-45-4501	2090	EQUIPT MTCE & SUPPLIES	-	1,550	1,024	900
227-45-4501	3995	INTER-FUND TRANSFER	86,450	86,450	86,450	59,400
227-45-4503	3841	C/O-TRAN MAINT & OPS BLDG	-	40,594	-	40,519
227-45-4503	3853	C/O-DATA / COMM / ITS	-	70,000	-	70,000
TRANSIT PROP C CAPITAL TOTAL:			86,450	198,594	87,474	170,819
213-45-4501	3990	INTER-FUND TRANSFER	26,000	26,000	26,000	12,000
AQMD FUND TRANSFER SUBTOTAL:			26,000	26,000	26,000	12,000
TRANSIT TOTAL (ALL FUNDS):			14,815,472	14,405,376	12,223,703	16,422,277

Budget Program:

Transit - Administration 710-45-4500

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Director of Transportation (a)	0.50	0.50	77,820	Office Assistant I	1,950	1,976	1	38,623
Transit Administration Officer (a)	0.00	0.50	61,926	Office Assistant II	936	-	0	-
Manager of Strategic Planning & Administrative Services	0.50	0.00	-					
Senior Management Analyst (b)	1.75	1.75	137,066					
Payroll Personnel Technician	1.00	1.00	69,720					
Office Assistant III	1.00	1.00	64,680					
Office Assistant II	2.00	2.00	99,718					
Office Assistant I	1.00	1.00	48,468					
Customer Service Assistant (c)	0.70	0.66	34,841					
(a) 50% Equipment Maintenance								
(b) 25% Equipment Maintenance								
(c) 34% Transportation Center								
TOTAL	8.45	8.41	594,239	TOTAL	2,886	1,976	1	38,623

TRANSIT ADMINISTRATION
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2080	Contract Services - Non- <i>Graphic Design</i> <i>Transportation Planning (Comprehensive operational analysis)</i> <i>DBE program update</i> <i>Title VI program update</i>	\$ 133,000 <i>20,000</i> <i>75,000</i> <i>18,000</i> <i>20,000</i>
2110	Conferences & Meetings: American Public Transit Association, CalAct, California Transit Association, Federal Transit Administration, Legislative Meetings, Miscellaneous Staff Travel Expenses, NTI Grants Management Seminars, Safety Meetings, etc.	10,000
2111	Memberships: <i>American Public Transportation Association</i> <i>California Association for Coordinated Transportation</i> <i>California Transit Association</i> <i>California Association for Public Purchasing Officers</i>	29,859 <i>20,609</i> <i>950</i> <i>8,000</i> <i>300</i>
2140	Office Supplies: Paper, Toner, Forms, Files, Folders, Labels, Pens, etc.	8,500

TRANSIT ADMINISTRATION
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2161	Administrative Costs: City Hall Administrative Personnel	545,600
2170	Special Materials & Supplies:	50,000
	<i>Bus Schedules, Maps, and Brochures</i>	<i>20,000</i>
	<i>Holiday Bus Design/Wrap</i>	<i>15,000</i>
	<i>Meeting Supplies</i>	<i>3,000</i>
	<i>Promotional Materials</i>	<i>12,000</i>
2250	Training: Staff Seminars and Development Works	5,000

TRANSPORTATION - Administration (4500)

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
710-45-4500	1020	REG SALARIES & WAGES	560,815	599,118	534,915	594,239
710-45-4500	1030	PART TIME WAGES	24,729	44,107	10,941	38,623
710-45-4500	1040	OVERTIME SALARY & WAGES	2,854	5,500	4,584	6,000
710-45-4500	1045	COMP TIME PAY	-	600	257	600
710-45-4500	1048	MEDICAL OPT-OUT-GEN. UNIT	12,022	11,760	7,619	3,168
710-45-4500	1049	BILINGUAL/CERTIFICAT PAY	2,728	1,755	2,163	1,729
710-45-4500	1052	AUTO ALLOWANCE	2,440	2,400	2,274	2,400
710-45-4500	1060	PAID SICK LEAVE	7,743	7,300	8,951	8,800
710-45-4500	1065	ACCRUED PAID VACATION	9,702	10,900	10,900	10,370
710-45-4500	1070	PAID SICK LEAVE ON TERMIN	-	-	2,457	-
710-45-4500	1078	MANAGEMENT BENEFIT 401A	4,150	4,041	4,304	4,352
710-45-4500	1080	MEDICARE	8,016	10,606	7,463	9,793
710-45-4500	1081	MGMT BENEFIT/MEDICAL	7,124	7,678	7,314	7,822
710-45-4500	1082	PERS-EMPLOYEES' PORTION	26,931	14,348	12,428	14,193
710-45-4500	1083	PERS-EMPLOYER'S PORTION	126,346	142,458	127,661	151,988
710-45-4500	1085	LIFE INSURANCE	1,707	1,863	1,441	1,943
710-45-4500	1086	EMPLOYEES' PHYSICALS	-	200	-	200
710-45-4500	1088	LONG-TERM DISABILITY	6,068	5,787	5,381	6,001
710-45-4500	1090	MEDICAL INS - FT EMPL	45,520	53,013	49,326	54,974
710-45-4500	1091	DENTAL INS - FT EMPL	7,328	8,383	7,503	8,383
710-45-4500	1092	VISION INS - FT EMPL	1,071	1,089	1,059	1,089
710-45-4500	1093	MEDICAL INS - PT EMPLOYEES	230	2,820	-	2,760
710-45-4500	1094	DENTAL INS- PT EMPL	146	360	-	350
710-45-4500	1095	MEDICAL INS - RETIREES	50,107	52,800	47,516	49,500
710-45-4500	1096	UNEMPLOYMENT INSURANCE	3,861	-	869	-
710-45-4500	1097	WORKERS' COMPENSATION	6,528	12,399	10,072	7,588
PERSONNEL EXPENDITURES:			918,168	1,001,285	867,397	986,865

TRANSPORTATION - Administration (4500)

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
710-45-4500	2050	PUBLICATIONS	-	750	750	750
710-45-4500	2056	CLASSIFIED ADVERTISING	3,926	10,000	10,000	10,000
710-45-4500	2057	PROMOTIONAL ADVERTISING	-	500	500	500
710-45-4500	2063	FACILITY MTCE SERVICES	-	-	1,270	-
710-45-4500	2080	CONTRACT SVC/NON-CLASS	13,055	90,000	92,000	133,000
710-45-4500	2086	LEGAL SERVICES	-	500	16,578	20,500
710-45-4500	2090	EQUIP MTCE & SUPPLIES	44	9,500	13,355	12,450
710-45-4500	2100	UTILITIES	1,288	1,831	1,300	1,400
710-45-4500	2110	CONFERENCES & MEETINGS	15,418	8,000	10,262	10,000
710-45-4500	2111	MEMBERSHIPS	28,230	28,200	29,074	29,859
710-45-4500	2114	GRANT EXPENSES	-	500	500	500
710-45-4500	2130	OFFICE EQPT MTCE	1,480	1,200	704	1,200
710-45-4500	2140	OFFICE SUPPLIES	12,121	8,500	8,500	8,500
710-45-4500	2141	POSTAGE	971	1,250	1,178	1,250
710-45-4500	2161	ADMINISTRATIVE COSTS	521,617	530,900	533,747	545,600
710-45-4500	2166	SPEC FEE-LOBBYIST WASH DC	-	500	500	500
710-45-4500	2170	SPECIAL MAT'LS-SUPPLIES	40,759	45,000	46,640	50,000
710-45-4500	2190	TELEPHONE & FAX	16,085	17,136	22,200	22,700
710-45-4500	2192	INTERNET, ISDN DSL SERVICE	862	6,050	6,050	6,050
710-45-4500	2240	DUPLICATING SERVICE CHG	122	500	730	700

TRANSPORTATION - Administration (4500)

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
710-45-4500	2250	TRAINING EXPENSE	650	5,000	5,000	5,000
710-45-4500	2400	AUDIT FEES	9,785	8,000	10,082	10,000
710-45-4500	2450	LIAB, FIRE & OTHER INS.	674,470	563,678	442,747	696,000
710-45-4500	2490	BANK SERVICE CHARGES	2,930	2,600	2,629	2,600
710-45-4500	2494	JPIA RETRO DEPOSIT	(84,418)	362,970	271,571	300,000
710-45-4500	2081	CONTRACT SVC/SPECIAL STUDY	-	-	5,000	-
OPERATING EXPENDITURES:			1,259,395	1,703,065	1,532,867	1,869,059
TRANSIT: ADMINISTRATION TOTAL (4500):			2,177,563	2,704,350	2,400,264	2,855,924

Budget Program:

Transit - Operations 710-45-4501

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Manager of Transit Operations	1.00	1.00	113,496	Coach Operators - On Call	54,590	47,031	38	1,092,140
Transit Safety & Training Coordinator	1.00	1.00	83,868	Coach Operator Trainee	1,618	1,618	6	22,652
Transit Operations Supervisor	6.00	6.00	422,472					
Transit Admin Specialist	1.00	1.00	59,400					
Dispatcher	1.00	1.00	57,482					
Subtotal Regular Salaries:	10.00	10.00	736,718					
Coach Operator	30.00	33.00	1,962,708					
TOTAL	40.00	43.00	2,699,426	TOTAL	56,208	48,649	44	1,114,792

TRANSIT OPERATIONS

ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2080	Contract Services - Non- <i>DAR & Sub regional Taxi Voucher Services</i> <i>Performance Ride Checks</i> <i>Run-Cutting & Scheduling</i> <i>DAR Advance Reservations Provider</i> <i>ITS Maintenance service</i>	\$ 413,528 26,000 7,500 15,000 345,028 20,000
2110	Conferences & Meetings: American Public Transit Association, California Transit	2,500
2140	Office Supplies: Paper, Toner, Forms, Files, Folders, Labels, Pens, etc.	8,500
2160	Special Fees & Services: Money counting (Fare Revenue)	18,000
2170	Special Materials & Supplies: <i>TAP Card Supplies</i> <i>Meeting supplies</i> <i>Annual staff recognition supplies & refreshments</i> <i>Zee Medical first aid supplies (Operations & Dispatch)</i>	11,500 1,000 2,500 5,000 3,000
2250	Training: <i>CDL Training</i> <i>Five Start Rodeo/National</i> <i>State Certified Compliance Training Materials</i> <i>Training Aids/Materials</i>	12,000 1,000 8,000 1,500 1,500

TRANSPORTATION - Operations (4501)

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
710-45-4501	1020	REG SALARIES & WAGES	592,077	679,597	667,560	736,718
710-45-4501	1021	REG SALARIES & WAGES-BUS OPERATORS	1,561,265	1,839,219	1,789,404	1,962,708
710-45-4501	1030	PART TIME WAGES	-	15,000	-	22,652
710-45-4501	1031	PART TIME WAGES-BUS OPERATORS	941,186	1,258,814	1,121,939	1,092,140
710-45-4501	1040	OVERTIME SALARY & WAGES	26,208	28,000	32,132	28,000
710-45-4501	1041	OVERTIME WAGES-BUS OPERATORS	60,779	250,446	294,381	60,000
710-45-4501	1075	SEVERANCE PAY	-	-	63	-
710-45-4501	1048	MEDICAL OPT-OUT-GEN. UNIT	2,760	-	6,348	9,600
710-45-4501	1049	BILINGUAL/CERTIFICAT PAY	17,070	16,250	18,816	13,641
710-45-4501	1055	HOLIDAY PAY	7,008	12,170	19,000	12,170
710-45-4501	1060	PAID SICK LEAVE	8,506	8,500	10,090	19,180
710-45-4501	1065	ACCRUED PAID VACATION	13,950	18,000	18,000	18,000
710-45-4501	1066	COMPENSATED ABSENCES	(19,922)	-	-	-
710-45-4501	1070	PAID SICK LEAVE ON TERMIN	-	7,500	81	7,500
710-45-4501	1074	EMPLOYEE'S AWARDS	4,692	2,500	3,300	2,500
710-45-4501	1078	MANAGEMENT BENEFIT 401A	795	2,052	1,982	2,270
710-45-4501	1080	MEDICARE	44,110	79,114	54,564	18,728
710-45-4501	1081	MGMT BENEFIT/MEDICAL	3,858	5,927	10,653	6,190
710-45-4501	1082	PERS - EMPLOYEES' PORTION	93,266	63,503	61,085	58,528
710-45-4501	1083	PERS - EMPLOYER'S PORTION	493,857	598,911	600,406	690,428
710-45-4501	1084	EMPLOYEE' BENEFITS-UNIFORMS	10,725	12,000	9,471	12,000
710-45-4501	1085	LIFE INSURANCE	5,863	6,699	5,720	6,188

TRANSPORTATION - Operations (4501)

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
710-45-4501	1086	EMPLOYEES' PHYSICALS	6,096	10,000	4,387	8,000
710-45-4501	1088	LONG-TERM DISABILITY INSURANCE	21,563	23,922	23,320	27,277
710-45-4501	1090	MEDICAL INS - FT EMPLOYEES	287,330	358,372	321,690	380,543
710-45-4501	1091	DENTAL INS - FT EMPLOYEES	39,600	54,483	41,154	57,277
710-45-4501	1092	VISION INS - FT EMPLOYEES	5,719	5,939	6,102	6,233
710-45-4501	1093	MEDICAL INS - PT EMPLOYEES	33,214	39,410	38,072	49,920
710-45-4501	1094	DENTAL INS - PT EMPLOYEES	19,841	23,260	16,466	16,800
710-45-4501	1095	MEDICAL INS - RETIREES	245,316	264,000	239,892	253,400
710-45-4501	1096	UNEMPLOYMENT INSURANCE	20,689	35,360	9,196	35,360
710-45-4501	1097	WORKER'S COMPENSATION	506,376	407,482	532,470	619,697
710-45-4501	1098	OPEB-FUTURE FTE RETIREES	495,303	163,300	163,300	326,600
PERSONNEL EXPENDITURES:			5,549,097	6,289,730	6,121,045	6,560,248

TRANSPORTATION - Operations (4501)

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
710-45-4501	2050	PUBLICATIONS	-	500	500	500
710-45-4501	2080	CONTRACT SVC/NON-CLASS	391,069	455,188	396,889	413,528
710-45-4501	2090	EQUIP MTCE & SUPPLIES	2,808	8,000	8,200	9,000
710-45-4501	2100	UTILITIES	34,853	49,852	36,600	38,000
710-45-4501	2110	CONFERENCES & MEETINGS	6,900	2,500	45,595	2,500
710-45-4501	2130	OFFICE EQPT MTCE	972	1,000	668	1,000
710-45-4501	2140	OFFICE SUPPLIES	13,910	5,000	8,423	8,500
710-45-4501	2141	POSTAGE	-	200	200	200
710-45-4501	2160	SPECIAL FEES & SERVICES	16,510	20,000	17,179	18,000
710-45-4501	2170	SPECIAL MAT'LS-SUPPLIES	10,985	16,577	11,123	11,500
710-45-4501	2190	TELEPHONE & FAX	2,560	3,570	1,900	1,330
710-45-4501	2240	DUPLICATING SERVICE CHG	38	1,000	980	1,000
710-45-4501	2250	TRAINING EXPENSE	4,514	15,000	9,873	12,000
OPERATING EXPENDITURES:			485,119	578,387	538,130	517,058
TRANSIT FUND: OPERATIONS TOTAL (4501):			6,034,216	6,868,117	6,659,175	7,077,306

TRANSPORTATION - Operations (4501)

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
213-45-4501	3990	INTER-FUND TRANSFER-COMMUTER BENEFITS	26,000	26,000	26,000	12,000
AQMD FUND TRANSFER SUBTOTAL:			26,000	26,000	26,000	12,000
227-45-4501	2080	CONTRACT SVC/NON-CLASS	-	-	-	-
227-45-4501	2090	EQUIPT MTCE & SUPPLIES	-	1,550	1,024	900
227-45-4501	3995	INTER-FUND TRANSFER	86,450	86,450	86,450	59,400
PROP C TRANSFER SUBTOTAL:			86,450	88,000	87,474	60,300
ALL FUNDS: OPERATIONS TOTAL (4501):			6,146,666	6,982,117	6,772,649	7,149,606

TRANSIT CAPITAL OUTLAYS

ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
3831	C/O-TRAN REV VEH PURCHASE <i>(3) 40-foot ADA compliant low-floor CNG buses (replacement)</i> <i>(3) Dial-a-ride vans (replacement)</i>	\$ 1,940,569 1,737,974 202,594
3853	C/O-TRAN DATA & COMM SYSTEM <i>Intelligent Transportation system</i>	1,330,690
3833	C/O-TRAN MAJOR COMPON VEH Associated capital maintenance	109,205
3840	C/O-BUILDINGS & IMPROVEMENTS Bike Lockers	53,797
3843	C/O-OTHER BUS STOP IMPROV <i>Bus stop amenities</i>	5,000
3860	C/O-OFFICE EQUIPMENT <i>Computer replacements (PCs, Peripherals, etc.)</i>	62,000
3884	C/O-DATA / COMM / ITS Tire lease & radio system lease	110,000

TRANSPORTATION - Capital Outlay (4503)

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
712-45-4503	2990	DEPRECIATION EXPENSE	1,558,872	-	-	-
712-45-4503	2992	DEPRECIATION EXPENSE - PARTS	27,305	-	24,125	-
712-45-4503	3831	C/O-TRAN REV VEH PURCHASE	1,819,092	996,509	-	1,286,230
712-45-4503	3833	C/O-TRAN MAJOR COMPON VEH	92,169	112,000	84,429	87,364
712-45-4503	3840	C/O-BUILDINGS & IMPROVEMENTS	-	4,000	-	43,038
712-45-4503	3843	C/O-OTHER BUS STOP IMPROV	-	-	-	4,000
712-45-4503	3851	C/O-TRAN MAINT & OPS SUP EQ	36,333	-	7,008	-
712-45-4503	3852	C/O-TRAN ADMIN SUPPORT EQ	-	13,287	-	-
712-45-4503	3853	C/O-TRAN DATA & COMM SYSTEM	-	280,000	-	280,000
712-45-4503	3860	C/O-OFFICE EQUIPMENT	-	-	-	49,600
712-45-4503	3884	C/O-DATA / COMM / ITS	37,465	81,338	86,374	88,000
TRANSIT CAPITAL TOTAL:			3,571,237	1,487,134	201,936	1,838,232
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711-45-4503	3820	C/O-AUTOMOTIVE EQUIPMENT	33,137	-	-	-
711-45-4503	3831	C/O-TRAN REV VEH PURCHASE	372,507	278,045	3,888	613,820
711-45-4503	3853	C/O-TRAN DATA & COMM SYSTEM	-	-	-	980,690
711-45-4503	3884	C/O-DATA / COMM / ITS	71,358	-	77,559	-
TRANSIT PROP 1B CAPITAL TOTAL:			477,002	278,045	81,447	1,594,510

TRANSPORTATION - Capital Outlay (4503)

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
210-45-4503	3833	C/O-TRAN MAJOR COMPON VEH	23,042	30,000	19,838	21,841
210-45-4503	3840	C/O-BUILDINGS & IMPROVEMENTS	-	-	-	10,759
210-45-4503	3843	C/O-OTHER BUS STOP IMPROV	-	1,000	-	1,000
210-45-4503	3851	C/O-TRAN MAINT & OPS SUP EQ	9,083	3,322	1,752	-
210-45-4503	3860	C/O-OFFICE EQUIPMENT	-	-	-	12,400
210-45-4503	3884	C/O-DATA / COMM / ITS	9,366	18,334	18,158	22,000
TRANSIT PROP A CAPITAL TOTAL:			41,492	52,656	39,748	68,000
227-45-4503	3831	C/O-TRAN REV VEH PURCHASE	-	40,594	-	40,519
227-45-4503	3853	C/O-TRAN DATA & COMM SYSTEM	-	70,000	-	70,000
TRANSIT PROP C CAPITAL TOTAL:			-	110,594	-	110,519
TOTAL CAPITAL OUTLAY EXPENDITURES:			4,089,731	1,928,429	323,131	3,611,261

TRANSPORTATION - EM:Admin (4502)

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
(ALLOCATION OF 79.5% FROM EQUIPMENT MAINTENANCE - ADMIN 736-45-4502)						
710-45-4502	1020A	REG SALARIES & WAGES	121,753	126,027	118,734	125,028
710-45-4502	1048A	MEDICAL OPT-OUT-GEN. UNIT	970	954	546	954
710-45-4502	1052A	AUTO ALLOWANCE	1,940	1,908	1,808	1,908
710-45-4502	1060A	PAID SICK LEAVE	2,761	2,624	2,624	2,409
710-45-4502	1065A	ACCRUED PAID VACATION	7,169	6,519	-	6,503
710-45-4502	1078A	MANAGEMENT BENEFIT 401A	3,300	3,213	3,421	3,460
710-45-4502	1080A	MEDICARE	2,053	2,439	1,900	2,073
710-45-4502	1081A	MGMT BENEFIT/MEDICAL	5,664	6,104	5,814	6,218
710-45-4502	1082A	PERS-EMPLOYEES' PORTION	6,030	672	400	557
710-45-4502	1083A	PERS-EMPLOYER'S PORTION	27,320	29,967	28,231	31,979
710-45-4502	1085A	LIFE INSURANCE	389	460	322	485
710-45-4502	1088A	LONG-TERM DISABILITY	1,579	1,199	1,498	1,262
710-45-4502	1090A	MEDICAL INS - FT EMPL	5,171	5,156	5,374	5,677
710-45-4502	1091A	DENTAL INS - FT EMPL	1,128	1,111	1,082	1,111
710-45-4502	1092A	VISION INS - FT EMPL	290	281	289	281
710-45-4502	1097A	WORKERS' COMPENSATION	(50)	2,573	1,955	1,564
PERSONNEL EXPENDITURES:			187,467	191,207	173,998	191,469

TRANSPORTATION - EM:Admin (4502)

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
(ALLOCATION OF 79.5% FROM EQUIPMENT MAINTENANCE - ADMIN 736-45-4502)						
710-45-4502	2110	CONFERENCES & MEETINGS	-	-	294	-
710-45-4502	2130	OFFICE EQPT MTCE	-	239	239	239
710-45-4502	2140	OFFICE SUPPLIES	61	994	937	994
710-45-4502	2141	POSTAGE	-	159	153	159
710-45-4502	2190	TELEPHONE & FAX	1,117	1,352	1,312	898
710-45-4502	2240	DUPLICATING SERVICE CHG	-	159	-	159
710-45-4502	2250	TRAINING EXPENSE	-	795	795	795
OPERATING EXPENDITURES:			1,178	3,698	3,730	3,244
TRANSIT: EM ADMIN TOTAL (4502)			188,645	194,905	177,728	194,713

TRANSPORTATION - EM: Vehicle (4520)

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
(ALLOCATION OF 79.5% FROM EQUIPMENT MAINTENANCE - VEHICLE MAINT 736-45-4520)						
710-45-4520	1020A	REG SALARIES & WAGES	636,579	712,990	701,151	702,481
710-45-4520	1030A	PART TIME WAGES	172,584	178,676	169,343	184,318
710-45-4520	1040A	OVERTIME SALARY & WAGES	12,240	3,975	12,503	10,335
710-45-4520	1048A	MEDICAL OPT-OUT-GEN. UNIT	4,894	3,625	3,434	3,625
710-45-4520	1049A	BILINGUAL/CERTIFICAT PAY	-	491	-	-
710-45-4520	1055A	HOLIDAY PAY	1,999	3,180	1,886	3,180
710-45-4520	1060A	PAID SICK LEAVE	4,390	4,691	5,722	5,446
710-45-4520	1065A	ACCRUED PAID VACATION	10,101	6,360	6,360	10,144
710-45-4520	1078A	MANAGEMENT BENEFIT 401A	1,554	1,550	1,650	1,715
710-45-4520	1080A	MEDICARE	11,676	13,692	12,406	13,338
710-45-4520	1081A	MGMT BENEFIT/MEDICAL	1,470	2,299	775	480
710-45-4520	1082A	PERS-EMPLOYEES' PORTION	25,973	21,314	17,736	15,565
710-45-4520	1083A	PERS-EMPLOYER'S PORTION	143,734	169,531	167,810	179,670
710-45-4520	1084A	UNIFORM ALLOWANCE	1,253	3,180	932	3,180
710-45-4520	1085A	LIFE INSURANCE	1,850	2,017	1,835	1,734
710-45-4520	1086A	EMPLOYEES' PHYSICALS	1,272	2,385	339	2,385
710-45-4520	1088A	LONG-TERM DISABILITY	6,365	7,104	6,561	7,097
710-45-4520	1090A	MEDICAL INS - FT EMPL	79,698	90,435	93,746	100,269
710-45-4520	1091A	DENTAL INS - FT EMPL	11,145	12,660	11,423	12,660
710-45-4520	1092A	VISION INS - FT EMPL	1,487	1,491	1,644	1,491
710-45-4520	1093A	MEDICAL INS - PT EMPL	12,114	11,194	10,813	7,441
710-45-4520	1094A	DENTAL INS - PT EMPL	2,257	2,274	2,687	4,396
710-45-4520	1095A	MEDICAL INSURANCE - RETIREES	119,477	118,694	119,186	124,656
710-45-4520	1097A	WORKERS' COMPENSATION	-	78,575	60,857	66,333
PERSONNEL EXPENDITURES:			1,264,112	1,452,383	1,410,799	1,461,939

TRANSPORTATION - EM: Vehicle (4520)

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
(ALLOCATION OF 79.5% FROM EQUIPMENT MAINTENANCE - VEHICLE MAINT 736-45-4520)						
710-45-4520	2050	PUBLICATIONS	821	3,856	3,856	3,856
710-45-4520	2080	CONTRACT SVC/NON-CLASS	135,461	87,153	111,878	136,772
710-45-4520	2090	EQUIP MTCE & SUPPLIES	9,186	477	477	3,021
710-45-4520	2100	UTILITIES	97,692	132,000	120,000	81,668
710-45-4520	2110	CONFERENCES & MEETINGS	426	2,385	2,385	2,385
710-45-4520	2111	MEMBERSHIPS	-	199	199	199
710-45-4520	2130	OFFICE EQUIPMENT MTCE	397	557	560	557
710-45-4520	2140	OFFICE SUPPLIES	1,555	795	2,000	795
710-45-4520	2141	POSTAGE	17	80	80	80
710-45-4520	2150	RENTAL EXPENSE	-	795	795	795
710-45-4520	2158	OTHER GOV'T AGENCIES FEES	4,908	9,143	9,143	9,143
710-45-4520	2160	SPECIAL FEES AND SERVICES	5,387	4,214	4,214	7,155
710-45-4520	2170	SPECIAL MAT'LS-SUPPLIES	24,946	35,775	35,775	35,775
710-45-4520	2180	SMALL TOOLS	2,189	2,385	2,385	2,783
710-45-4520	2190	TELEPHONE & FAX	34	2,676	1,100	517
710-45-4520	2220	VEHICLE MTCE & SUPPLIES	26,448	6,360	6,360	6,360
710-45-4520	2221	VEHICLE MTCE-PARTS & SERV	120,123	143,100	190,800	198,750
710-45-4520	2222	VEHICLE MTCE-FUEL & LUB	329,699	563,940	483,941	483,761
710-45-4520	2223	VEHICLE MTCE-TIRES & TUBE	-	1,590	1,590	1,590
710-45-4520	2224	ACCIDENT DAMAGES REPAIRS	95,973	51,675	57,000	71,550
710-45-4520	2250	TRAINING EXPENSE	-	2,385	2,385	2,385
710-45-4520	2990	DEPRECIATION EXPENSES	8,332	-	-	-
OPERATING EXPENDITURES:			863,593	1,051,540	1,036,923	1,049,897
TRANSIT: VEHICLE MAINT TOTAL (4520):			2,127,705	2,503,923	2,447,722	2,511,836

TRANSPORTATION - EM: Non-Vehicle (4801)

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
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(ALLOCATION OF 90% FROM EQUIPMENT MAINTENANCE - NON- VEHICLE MAINT 736-45-4801)

710-45-4801	1020A	REG SALARIES & WAGES	41,819	42,489	45,870	41,876
710-45-4801	1040A	OVERTIME SALARY & WAGES	930	450	841	450
710-45-4801	1048A	MEDICAL OPT-OUT-GEN. UNIT	292	216	205	216
710-45-4801	1049A	BILINGUAL/CERTIFICAT PAY	-	29	-	-
710-45-4801	1055A	HOLIDAY PAY	153	360	129	360
710-45-4801	1060A	PAID SICK LEAVE	436	270	540	513
710-45-4801	1065A	ACCRUED PAID VACATION	847	450	450	792
710-45-4801	1078A	MANAGEMENT BENEFIT 401A	92	93	98	103
710-45-4801	1080A	MEDICARE	622	673	666	639
710-45-4801	1081A	MGMT BENEFIT/MEDICAL	88	138	46	29
710-45-4801	1082A	PERS-EMPLOYEES' PORTION	1,781	1,271	1,222	928
710-45-4801	1083A	PERS-EMPLOYER'S PORTION	9,454	10,111	10,983	10,715
710-45-4801	1085A	LIFE INSURANCE	124	122	123	109
710-45-4801	1086A	EMPLOYEES' PHYSICALS	-	225	-	225
710-45-4801	1088A	LONG-TERM DISABILITY	418	409	429	422
710-45-4801	1090A	MEDICAL INS - FT EMPL	5,213	5,391	6,083	5,976
710-45-4801	1091A	DENTAL INS - FT EMPL	732	756	745	756
710-45-4801	1092A	VISION INS - FT EMPL	90	95	97	95
710-45-4801	1097A	WORKERS' COMPENSATION	-	879	677	533
PERSONNEL EXPENDITURES:			63,089	64,427	69,205	64,737

TRANSPORTATION - EM: Non-Vehicle (4801)

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
(ALLOCATION OF 90% FROM EQUIPMENT MAINTENANCE - NON- VEHICLE MAINT 736-45-4801)						
710-45-4801	2063	FACILITY MTCE SERVICES	1,080	3,150	3,150	3,150
710-45-4801	2090	EQUIP MTCE & SUPPLIES	20,993	21,375	24,003	25,200
710-45-4801	2221	PARTS & SERVICES	-	2,250	5,400	5,400
710-45-4801	2250	TRAINING EXPENSE	-	450	450	450
OPERATING EXPENDITURES:			22,073	27,225	33,003	34,200
TRANSIT: NON-VEHICLE MAINT TOTAL (4801):			85,163	91,652	102,209	98,937

EQUIPMENT MAINTENANCE ACTIVITIES AND OBJECTIVES

Description of Activities

The Equipment Maintenance Division of the Norwalk Transportation Department provides maintenance support to the City's fleet of vehicles and equipment. The City has a variety of vehicles and equipment that require ongoing/preventative maintenance including: buses, heavy duty vehicles, light trucks, passenger sedans and other pieces of equipment ranging from generators to power mowers. The Transportation Department is now operating gasoline/electric-powered hybrid buses as well as alternative fueled compressed Natural Gas (CNG) buses. The South Coast Air Quality Management District (SCAQMD) requires all NTS future bus acquisitions to be alternative fueled. NTS fueling facilities and maintenance building infrastructure upgrades were successfully completed in 2014 so as to support additional future CNG bus purchases. The Equipment Maintenance Division is responsible to ensure that the fleet is properly maintained in accordance with generally accepted industry standards and in compliance with all Federal, State and Local regulatory and vehicle manufacturer's specifications. The Equipment Maintenance division operates year-round, seven days a week.

Objectives

- The Transportation Department will continue to use Federal Transportation Administration (FTA) capital grant funds in the acquisition of associated maintenance items (such as major bus components and bus tire lease) and for a portion of preventive maintenance expenses.
- The Transportation Department will make needed improvements to the equipment maintenance yard; including a new heavy-duty central vacuum system to replace the age-old process of hand sweeping. Buses are inspected, serviced and cleaned on a daily basis to ensure their safe operation and to provide comfortable/cleanliness to the riding public. Additionally, industrial type fencing at least six feet high will be installed behind the CNG Station which will be protected from tampering or unlawful entry.
- As a Division of the Norwalk Transportation Department, Equipment Maintenance will continue to work closely with all City of Norwalk Departments, to ensure that the highest quality of equipment maintenance service and support is provided. This includes accomplishment of the City's safety goals by following Injury Prevention Program Guidelines and providing ongoing health/safety training programs to the staff. Management staff will continue an ongoing comprehensive review of overall equipment maintenance procurement activities as it relates to fleet management policies and practices; the scheduled acquisition and replacement of tools and equipment; continuous materials, parts, and major component supplier relations; heavy and light duty tire management; fare collection; fleet maintenance system and the service, fueling and washing of vehicles and equipment.

EQUIPMENT MAINTENANCE (ALL DIVISIONS)

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
736-45-xxxx	1020	REG SALARIES & WAGES	1,000,343	1,102,577	1,082,268	1,087,421
736-45-xxxx	1030	PART TIME WAGES	217,087	224,749	213,010	231,847
736-45-xxxx	1040	OVERTIME SALARY & WAGES	16,429	5,500	16,661	13,500
736-45-xxxx	1048	MEDICAL OPT-OUT-GEN. UNIT	7,700	6,000	5,234	6,000
736-45-xxxx	1049	BILINGUAL/CERTIFICAT PAY	-	650	-	-
736-45-xxxx	1052	AUTO ALLOWANCE	2,440	2,400	2,274	2,400
736-45-xxxx	1055	HOLIDAY PAY	2,684	4,400	2,516	4,400
736-45-xxxx	1060	PAID SICK LEAVE	9,480	9,500	11,098	10,450
736-45-xxxx	1065	ACCRUED PAID VACATION	22,666	16,700	8,500	21,820
736-45-xxxx	1066	COMPENSATED ABSENCES	9,465	-	-	-
736-45-xxxx	1078	MANAGEMENT BENEFIT 401A	6,207	6,094	6,489	6,623
736-45-xxxx	1080	MEDICARE	17,959	21,039	18,736	20,096
736-45-xxxx	1081	MGMT BENEFIT/MEDICAL	9,070	10,723	8,340	8,458
736-45-xxxx	1082	PERS - EMPLOYEES' PORTION	42,234	29,067	24,171	21,311
736-45-xxxx	1083	PERS - EMPLOYER'SPORTION	225,667	262,175	258,795	278,131
736-45-xxxx	1084	EMPLOYEE' BENEFITS-OTHER	1,577	4,000	1,172	4,000
736-45-xxxx	1085	LIFE INSURANCE	2,955	3,252	2,850	2,912
736-45-xxxx	1086	EMPLOYEES' PHYSICALS	1,600	3,250	426	3,250
736-45-xxxx	1088	LONG-TERM DISABILITY INSURANCE	10,456	10,898	10,613	10,984
736-45-xxxx	1090	MEDICAL INS - FT EMPLOYEES	112,545	126,230	131,438	139,906
736-45-xxxx	1091	DENTAL INS - FT EMPLOYEES	16,252	18,162	16,559	18,162
736-45-xxxx	1092	VISION INS - FT EMPLOYEES	2,334	2,335	2,539	2,335
736-45-xxxx	1093	MEDICAL INS - PT EMPL	15,238	14,080	13,601	9,360
736-45-xxxx	1094	DENTAL INS - PT EMPL	2,839	2,860	3,380	5,530
736-45-xxxx	1095	MEDICAL INS - RETIREES	150,286	149,300	149,920	156,800
736-45-xxxx	1097	WORKER'S COMPENSATION	-	103,011	79,722	86,040
PERSONNEL EXPENDITURES:			1,905,512	2,138,952	2,070,312	2,151,736

EQUIPMENT MAINTENANCE (ALL DIVISIONS)

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
736-45-xxxx	2050	PUBLICATIONS	3,447	4,850	4,600	4,850
736-45-xxxx	2063	FACILITY MTCE SERVICES	1,200	3,500	3,500	3,500
736-45-xxxx	2080	CONTRACT SVC/NON-CLASS	153,166	109,627	47,034	172,040
736-45-xxxx	2090	EQUIP MTCE & SUPPLIES	25,162	24,350	30,786	31,800
736-45-xxxx	2100	UTILITIES	36,146	53,000	49,290	50,400
736-45-xxxx	2110	CONFERENCES & MEETINGS	2,143	3,000	2,901	3,000
736-45-xxxx	2111	MEMBERSHIPS	-	250	620	250
736-45-xxxx	2130	OFFICE EQPT MTCE	572	1,000	860	1,000
736-45-xxxx	2140	OFFICE SUPPLIES	3,332	2,250	3,661	2,250
736-45-xxxx	2141	POSTAGE	137	300	287	300
736-45-xxxx	2150	RENTAL EXPENSE	-	1,000	1,000	1,000
736-45-xxxx	2158	OTHER GOV'T AGENCIES FEES	6,173	11,500	9,746	11,500
736-45-xxxx	2160	SPECIAL FEES & SERVICES	6,776	5,300	5,300	9,000
736-45-xxxx	2170	SPECIAL MAT'LS-SUPPLIES	43,623	45,000	41,875	45,000
736-45-xxxx	2180	SMALL TOOLS	2,754	3,000	3,000	3,500
736-45-xxxx	2190	TELEPHONE & FAX	1,984	5,066	1,700	1,780
736-45-xxxx	2220	VEHICLE MTCE & SUPPLIES	3,973	8,000	8,000	8,000
736-45-xxxx	2221	VEHICLE MTCE-PARTS & SERV	62,444	182,500	116,705	256,000
736-45-xxxx	2222	VEHICLE MTCE-FUEL & LUB	449,001	783,250	438,280	608,504
736-45-xxxx	2223	VEHICLE MTCE-TIRES & TUBE	-	2,000	2,000	2,000
736-45-xxxx	2224	ACCIDENT DEMAGES REPAIR	73,078	65,000	90,000	90,000
736-45-xxxx	2240	DUPLICATING SERVICE CHG	-	200	-	200
736-45-xxxx	2250	TRAINING EXPENSE	563	4,500	4,500	4,500
736-45-xxxx	2990	DEPRECIATION EXPENSES	8,332	-	-	-
OPERATING EXPENDITURES:			884,007	1,318,443	865,644	1,310,374
EQUIPMENT MAINTENANCE FUND TOTAL			2,789,519	3,457,395	2,935,955	3,462,110

Budget Program:

Equipment Maintenance - Administration 736-45-4502

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Director of Transportation (a)	0.50	0.50	77,820					
Transit Administration Officer (a)	0.00	0.50	61,926					
Manager of Strategic Planning & Admin Services (a)	0.50	0.00	-					
Senior Management Analyst (b)	0.25	0.25	17,522					
(a) 50% Transit Administration								
(b) 75% Transit Administration								
TOTAL	1.25	1.25	157,268	TOTAL	-	-	-	-

EQUIPMENT MAINTENANCE - ADMINISTRATION
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2140	Office Supplies: Paper, Toner, Forms, Files, Folders, Labels, Pens, etc.	\$ 1,250
2190	Telephone & Fax: Telephone, Fax, Cell phones, etc.	1,130
2250	Training: Staff Seminars & Development	1,000

EQUIPMENT MAINTENANCE - Administration (4502)

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
(79.5 % CHARGED TO TRANSIT EM-ADMIN 710-45-4502 & 20.5 % ALLOCATED TO OTHER CITY DEPARTMENTS)						
736-45-4502	1020	REG SALARIES & WAGES	153,149	158,524	149,350	157,268
736-45-4502	1048	MEDICAL OPT-OUT-GEN. UNIT	1,220	1,200	687	1,200
736-45-4502	1052	AUTO ALLOWANCE	2,440	2,400	2,274	2,400
736-45-4502	1060	PAID SICK LEAVE	3,473	3,300	3,300	3,030
736-45-4502	1065	ACCRUED PAID VACATION	9,018	8,200	-	8,180
736-45-4502	1078	MANAGEMENT BENEFIT 401A	4,150	4,041	4,303	4,352
736-45-4502	1080	MEDICARE	2,582	3,068	2,390	2,608
736-45-4502	1081	MGMT BENEFIT/MEDICAL	7,124	7,678	7,314	7,822
736-45-4502	1082	PERS-EMPLOYEES' PORTION	7,585	845	503	701
736-45-4502	1083	PERS-EMPLOYER'S PORTION	34,365	37,694	35,511	40,225
736-45-4502	1085	LIFE INSURANCE	489	579	405	610
736-45-4502	1088	LONG-TERM DISABILITY	1,986	1,508	1,884	1,588
736-45-4502	1090	MEDICAL INS - FT EMPL	6,505	6,485	6,759	7,141
736-45-4502	1091	DENTAL INS - FT EMPL	1,419	1,398	1,362	1,398
736-45-4502	1092	VISION INS - FT EMPL	365	354	363	354
736-45-4502	1097	WORKERS' COMPENSATION	-	3,278	2,501	2,009
PERSONNEL EXPENDITURES:			235,870	240,552	218,906	240,886

EQUIPMENT MAINTENANCE - Administration (4502)

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
(79.5 % CHARGED TO TRANSIT EM-ADMIN 710-45-4502 & 20.5 % ALLOCATED TO OTHER CITY DEPARTMENTS)						
736-45-4502	2110	CONFERENCES & MEETINGS	-	-	370	-
736-45-4502	2130	OFFICE EQPT MTCE	-	300	300	300
736-45-4502	2140	OFFICE SUPPLIES	77	1,250	1,178	1,250
736-45-4502	2141	POSTAGE	-	200	192	200
736-45-4502	2190	TELEPHONE & FAX	1,404	1,700	1,100	1,130
736-45-4502	2240	DUPLICATING SERVICE CHG	-	200	-	200
736-45-4502	2250	TRAINING EXPENSE	149	1,000	1,000	1,000
OPERATING EXPENDITURES:			1,631	4,650	4,140	4,080
EQUIPMENT MAINTENANCE FUND:						
ADMINISTRATION TOTAL:			237,500	245,202	223,046	244,966

Budget Program:

Equipment Maintenance - Vehicle Maintenance 736-45-4520

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Fleet Maintenance Manager (a)	0.95	0.95	107,815	Equipment Service Helper	9,984	9,984	6	231,847
Lead Equipment Mechanic (b)	1.90	1.90	159,350					
Mechanic (c)	7.60	7.60	515,487					
Transit Admin Specialist	0.95	0.00	-					
Storekeeper II (a)	0.00	0.95	56,204					
Office Assistant II (a)	0.95	0.95	44,768					
(a) 5% charged to Non-Vehicle Maintenance (4801)								
(b) 10% charged to Non-Vehicle Maintenance (4801)								
(c) 40% charged to Non-Vehicle Maintenance (4801)								
TOTAL	12.35	12.35	883,624	TOTAL	9,984	9,984	6	231,847

EQUIPMENT MAINTENANCE - VEHICLE MAINTENANCE
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2050	Publications:	\$ 4,850
	<i>Updates for Modis Elite</i>	2,500
	<i>ALL DATA, Cummins Institute</i>	500
	<i>Cummins Cal Pacific Software</i>	1,200
	<i>Allison Software</i>	650
2080	Contract Services - Non-Classified:	172,040
	<i>Methane System M&I Services</i>	7,180
	<i>CNG Station M&I Services</i>	121,807
	<i>Fleet Asset management Support</i>	10,053
	<i>Hybrid electric bus service technician</i>	30,000
	<i>Fuel System & EMS Support</i>	3,000
2090	Equipment Maintenance & Supplies:	3,800
	<i>Fire Extinguishers for Buses/Paratransits</i>	600
	<i>Bus headsign programming</i>	3,200
2110	Conferences & Meetings:	3,000
	Century Bus Maintenance Forum, American Public Transit Association, California Transit Association, Maintenance & Safety Meetings, Municipal Equipment Association, Miscellaneous Staff Travel Expenses, etc.	
2140	Office Supplies:	1,000
	Paper, Toner, Forms, Files Folders, Labels, Pens, etc.	

EQUIPMENT MAINTENANCE - VEHICLE MAINTENANCE
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2158	Other Government Agency Fees: AQMD Emission Fee, LA County Fire CUPU Fee, State Board of Equalization Tank Fees, etc.	11,500
2160	Special Fees and Services: Hazardous material collection service	9,000
2170	Special Materials & Supplies: Work Gloves, Rags, Protective Equipment, Automotive Parts & Supply, Bus cleaning; Turkish Towels, Graffiti Removal/wipes, Shop Cleaning/Custodial Supplies, Bus Decals, Anti-Seize, Welding Supplies, Misc. Tools, Equipment Parts, First Aid Medical Supplies, etc.	45,000
2220	Maintenance & Supplies:	8,000
	<i>Parts/Service/Repair Fuel Management System</i>	1,500
	<i>Diagnostic Tools</i>	6,500
2221	Parts & Service: Parts for Service-Vehicles, Service Repair (Small to Medium), Service Repair (Heavy Duty), Fixed Route Radio Service Repair, etc.	250,000

EQUIPMENT MAINTENANCE - VEHICLE MAINTENANCE
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2222	Fuel & Lube: <i>Diesel & Unleaded Fuel</i> <i>Card lock System/Emergency Fuel Service (Diesel & Unleaded</i> <i>Mutual Propane</i> <i>Compressed Natural Gas Fuel</i> <i>Compressed Natural Gas Fuel Emergency Service</i>	608,504 390,000 2,500 500 215,004 500
2224	Damage Repair: <i>Bus Body Damage Repair</i> <i>Small-Mid Size Auto Body Repair</i>	90,000 65,000 25,000
2250	Training: Staff Seminars & Development, CDL Training, State Certified Compliance Training, Workshops & Training Aids/Materials, OCTA Maintenance Training Program, etc.	3,000

EQUIPMENT MAINTENANCE - VEHICLE MAINTENANCE (4520)

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
(79.5 % CHARGED TO TRANSIT VEHICLE MAINTENANCE 710-45-4520 & 20.5 % ALLOCATED TO OTHER CITY DEPARTMENTS)						
736-45-4520	1020	REG SALARIES & WAGES	800,729	896,843	881,951	883,624
736-45-4520	1030	PART TIME WAGES	217,087	224,749	213,010	231,847
736-45-4520	1040	OVERTIME SALARY & WAGES	15,396	5,000	15,727	13,000
736-45-4520	1048	MEDICAL OPT-OUT-GEN. UNIT	6,156	4,560	4,320	4,560
736-45-4520	1049	BILINGUAL/CERTIFICAT PAY	-	618	-	-
736-45-4520	1055	HOLIDAY PAY	2,514	4,000	2,373	4,000
736-45-4520	1060	PAID SICK LEAVE	5,522	5,900	7,198	6,850
736-45-4520	1065	ACCRUED PAID VACATION	12,706	8,000	8,000	12,760
736-45-4520	1066	COMPENSATED ABSENCES	9,465	-	-	-
736-45-4520	1078	MANAGEMENT BENEFIT 401A	1,954	1,950	2,076	2,157
736-45-4520	1080	MEDICARE	14,686	17,223	15,606	16,778
736-45-4520	1081	MGMT BENEFIT/MEDICAL	1,849	2,892	975	604
736-45-4520	1082	PERS - EMPLOYEES' PORTION	32,670	26,810	22,310	19,579
736-45-4520	1083	PERS - EMPLOYER'S PORTION	180,798	213,247	211,081	226,000
736-45-4520	1084	UNIFORM ALLOWANCE	1,577	4,000	1,172	4,000
736-45-4520	1085	LIFE INSURANCE	2,327	2,537	2,308	2,181
736-45-4520	1086	EMPLOYEES' PHYSICALS	1,600	3,000	426	3,000
736-45-4520	1088	LONG-TERM DISABILITY INSURANCE	8,006	8,936	8,253	8,927
736-45-4520	1090	MEDICAL INS - FT EMPLOYEES	100,248	113,755	117,920	126,125
736-45-4520	1091	DENTAL INS - FT EMPLOYEES	14,019	15,924	14,369	15,924
736-45-4520	1092	VISION INS - FT EMPLOYEES	1,871	1,875	2,068	1,875
736-45-4520	1093	MEDICAL INS - PT EMPL	15,238	14,080	13,601	9,360
736-45-4520	1094	DENTAL INS - PT EMPL	2,839	2,860	3,380	5,530
736-45-4520	1095	MEDICAL INSURANCE - RETIREES	150,286	149,300	149,920	156,800
736-45-4520	1097	WORKER'S COMPENSATION	-	98,755	76,468	83,438
PERSONNEL EXPENDITURES:			1,599,543	1,826,814	1,774,510	1,838,919

EQUIPMENT MAINTENANCE - VEHICLE MAINTENANCE (4520)

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
(79.5 % CHARGED TO TRANSIT VEHICLE MAINTENANCE 710-45-4520 & 20.5 % ALLOCATED TO OTHER CITY DEPARTMENTS)						
736-45-4520	2050	PUBLICATIONS	3,447	4,850	4,600	4,850
736-45-4520	2080	CONTRACT SVC/NON-CLASS	153,166	109,627	47,034	172,040
736-45-4520	2090	EQUIP MTCE & SUPPLIES	372	600	4,116	3,800
736-45-4520	2100	UTILITIES	36,146	53,000	49,290	50,400
736-45-4520	2110	CONFERENCES & MEETINGS	2,143	3,000	2,901	3,000
736-45-4520	2111	MEMBERSHIPS	-	250	250	250
736-45-4520	2130	OFFICE EQPT MTCE	572	700	560	700
736-45-4520	2140	OFFICE SUPPLIES	3,255	1,000	2,483	1,000
736-45-4520	2141	POSTAGE	137	100	95	100
736-45-4520	2150	RENTAL EXPENSE	-	1,000	1,000	1,000
736-45-4520	2158	OTHER GOV'T AGENCIES FEES	6,173	11,500	9,746	11,500
736-45-4520	2160	SPECIAL FEES & SERVICES	6,776	5,300	5,300	9,000
736-45-4520	2170	SPECIAL MAT'LS-SUPPLIES	43,623	45,000	41,875	45,000
736-45-4520	2180	SMALL TOOLS	2,754	3,000	3,000	3,500
736-45-4520	2190	TELEPHONE & FAX	580	3,366	600	650
736-45-4520	2220	VEHICLE MTCE & SUPPLIES	3,973	8,000	8,000	8,000
736-45-4520	2221	VEHICLE MTCE-PARTS & SERV	62,444	180,000	110,705	250,000
736-45-4520	2222	VEHICLE MTCE-FUEL & LUB	449,001	783,250	438,280	608,504
736-45-4520	2223	VEHICLE MTCE-TIRES & TUBE	-	2,000	2,000	2,000
736-45-4520	2224	ACCIDENT DAMAGES REPAIRS	73,078	65,000	90,000	90,000
736-45-4520	2250	TRAINING EXPENSE	414	3,000	3,000	3,000
736-45-4520	2990	DEPRECIATION EXPENSES	8,332	-	-	-
OPERATING EXPENDITURES:			856,387	1,283,543	824,833	1,268,294
EQUIPMENT MAINTENANCE FUND			2,455,929	3,110,357	2,599,343	3,107,213
VEHICLE MAINTENANCE TOTAL:						

Budget Program: Equipment Maintenance - Non- Vehicle Maintenance 736-45-4801

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
Fleet Maintenance Manager (a)	0.05	0.05	5,675					
Lead Equipment Mechanic (b)	0.10	0.10	8,388					
Mechanic (c)	0.40	0.40	27,142					
Transit Admin Specialist (a)	0.05	-	-					
Storekeeper II (a)	0.00	0.05	2,964					
Office Assistant II (a)	0.05	0.05	2,360					
(a) 95% charged to Equipment Maintenance Operations (4520)								
(b) 190% charged to Equipment Maintenance Operations (4520)								
(c) 760% charged to Equipment Maintenance Operations (4520)								
TOTAL	0.65	0.65	46,529	TOTAL	-	-	-	-

EQUIPMENT MAINTENANCE NON-VEHICLE MAINTENANCE
ACTIVITY DETAIL

Account Number	Description	FY 17-18 COST
2063	Facility Maintenance Services:	\$ 3,500
	<i>Medical First Aid Kits</i>	1,000
	<i>Underground Storage City Yard Tank Inspections</i>	2,500
2090	Equipment Maintenance & Supplies:	28,000
	<i>Air compressor service</i>	3,000
	<i>Bus Washer Maintenance</i>	3,000
	<i>Misc. Parts & Supplies</i>	1,000
	<i>Fuel Tank/Pumps Maintenance Service Repair</i>	5,000
	<i>Hydraulic Lift Maintenance</i>	10,000
	<i>Inspections/Repairs Emergency Generator</i>	1,500
	<i>Parts Washer Maintenance</i>	1,500
	<i>Routine Pressure Washer Repair</i>	1,500
	<i>Routine maintenance freight elevator</i>	1,500
2221	Parts & Service:	6,000
	Parts & Service Equipment	
2250	Training:	500
	Staff Seminars & Development	

EQUIPMENT MAINTENANCE - Non-Vehicle (4801)

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
(90 % CHARGED TO TRANSIT VEHICLE MAINTENANCE 710-45-4801 & 10 % ALLOCATED TO OTHER CITY DEPARTMENTS)						
736-45-4801	1020	REG SALARIES & WAGES	46,465	47,210	50,967	46,529
736-45-4801	1040	OVERTIME SALARY & WAGES	1,034	500	935	500
736-45-4801	1048	MEDICAL OPT-OUT-GEN. UNIT	324	240	227	240
736-45-4801	1049	BILINGUAL/CERTIFICAT PAY	-	33	-	-
736-45-4801	1055	HOLIDAY PAY	170	400	143	400
736-45-4801	1060	PAID SICK LEAVE	484	300	600	570
736-45-4801	1065	ACCRUED PAID VACATION	942	500	500	880
736-45-4801	1078	MANAGEMENT BENEFIT 401A	103	103	109	114
736-45-4801	1080	MEDICARE	691	748	740	710
736-45-4801	1081	MGMT BENEFIT/MEDICAL	97	153	51	32
736-45-4801	1082	PERS-EMPLOYEES' PORTION	1,979	1,412	1,358	1,031
736-45-4801	1083	PERS-EMPLOYER'S PORTION	10,504	11,234	12,203	11,906
736-45-4801	1085	LIFE INSURANCE	138	136	137	121
736-45-4801	1086	EMPLOYEES' PHYSICALS	-	250	-	250
736-45-4801	1088	LONG-TERM DISABILITY	464	454	476	469
736-45-4801	1090	MEDICAL INS - FT EMPL	5,792	5,990	6,759	6,640
736-45-4801	1091	DENTAL INS - FT EMPL	813	840	828	840
736-45-4801	1092	VISION INS - FT EMPL	99	106	108	106
736-45-4801	1097	WORKERS' COMPENSATION	-	978	754	593
PERSONNEL EXPENDITURES:			70,099	71,587	76,896	71,931

EQUIPMENT MAINTENANCE - Non-Vehicle (4801)

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
(90 % CHARGED TO TRANSIT VEHICLE MAINTENANCE 710-45-4801 & 10 % ALLOCATED TO OTHER CITY DEPARTMENTS)						
736-45-4801	2063	FACILITY MTCE SERVICES	1,200	3,500	3,500	3,500
736-45-4801	2090	EQUIP MTCE & SUPPLIES	24,790	23,750	26,670	28,000
736-45-4801	2221	PARTS & SERVICES	-	2,500	6,000	6,000
736-45-4801	2250	TRAINING EXPENSE	-	500	500	500
OPERATING EXPENDITURES:			25,990	30,250	36,670	38,000
EQUIPMENT MAINTENANCE FUND:						
NON-VEHICLE MAINTENANCE			96,089	101,837	113,566	109,931
TOTAL:						

Budget Program:

The Successor Agency to the Norwalk Redevelopment Agency

Full Time Positions

Part Time Positions

Position Title	FY 16-17 Adopted Allocation	FY 17-18 Adopted Allocation	FY 17-18 Budgeted Salary	Position Title	FY 16-17 Adopted Hours	FY 17-18 Adopted Hours	FY 17-18 Number of PT Positions	FY 17-18 Budgeted Wages
City Manager/Executive Director (a)	0.20	0.20	50,780					
Director of Finance/City Treasurer (b)	0.20	0.14	21,790					
City Clerk (c)	0.20	0.20	31,128					
Controller/Deputy Treasurer (d)	0.10	0.10	12,384					
Senior Accountant (e)	0.15	0.15	10,950					
Executive Secretary (f)	0.00	0.05	3,491					
(a) 74% Admin, 1% CDBG, 5% Water								
(b) 65% Finance; 6% CDBG; 9% Water, 4% Prop C Admin, 1% Childcare, 1% Childcare - Stage 1								
(c) 80% City Clerk								
(d) 57% Finance, 10% Water; 10% CDBG; 8% Prop C Admin, 5% Sewer								
(e) 62% Finance, 10% Water; 3% Prop C Admin, 5% Childcare, 5% Childcare - Stage 1								
(f) 95% Mayor & Council								
TOTAL	0.85	0.84	130,523	TOTAL	-	-	-	-

ADVANCES TO THE SUCCESSOR AGENCY TO NORWALK REVELOPMENT AGENCY

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
145-63-6303	1020	REG SALARIES & WAGES	130,990	127,082	140,466	130,523
145-63-6303	1048	MEDICAL OPT-OUT-GEN. UNIT	714	720	449	720
145-63-6303	1052	AUTO ALLOWANCE	2,440	2,400	2,146	2,400
145-63-6303	1060	PAID SICK LEAVE	1,598	2,300	3,657	3,360
145-63-6303	1065	ACCRUED PAID VACATION	5,555	6,300	6,300	7,240
145-63-6303	1078	MANAGEMENT BENEFIT 401A	5,132	5,052	4,989	4,866
145-63-6303	1080	MEDICARE	2,132	2,104	2,207	2,183
145-63-6303	1081	MGMT BENEFIT/MEDICAL	5,952	6,343	5,970	6,310
145-63-6303	1082	PERS - EMPLOYEES' PORTION	6,077	6,674	934	578
145-63-6303	1083	PERS - EMPLOYER'S PORTION	29,397	31,137	33,399	33,386
145-63-6303	1085	LIFE INSURANCE	398	450	383	508
145-63-6303	1088	LONG TERM DISABILITY	1,750	1,284	1,779	1,318
145-63-6303	1090	MEDICAL INS - FT EMPLOYEES	3,292	4,042	4,068	2,319
145-63-6303	1091	DENTAL INS - FT EMPLOYEES	1,138	1,190	1,255	965
145-63-6303	1092	VISION INS - FT EMPLOYEES	271	272	281	236
145-63-6303	1097	WORKER'S COMPENSATION	1,452	2,728	2,728	1,667
145-63-6303	1098	OPEB - FUTURE RETIREES	16,300	7,700	8,100	7,800
PERSONNEL EXPENDITURES:			214,587	207,778	219,108	206,379

ADVANCES TO THE SUCCESSOR AGENCY TO NORWALK REVELOPMENT AGENCY

BUDGET UNIT	ACCT	DESCRIPTION	FY 15-16 ACTUAL	FY 16-17 ADOPTED BUDGET	ESTIMATED FY 16-17 ACTUAL	FY 17-18 ADOPTED BUDGET
145-63-6303	2080	CONTRACT SVC/NON-CLASS	9,020	18,000	18,000	-
145-63-6303	2110	CONFERENCES & MEETINGS	-	500	500	-
145-63-6303	2111	MEMBERSHIPS	-	500	500	-
145-63-6303	2140	OFFICE SUPPLIES	-	500	500	-
145-63-6303	2141	POSTAGE	-	200	200	-
145-63-6303	2490	BANK SERVICES CHARGES	120	200	200	-
145-63-6303	2240	DUPLICATING SERVICE CHG	134	200	200	-
145-63-6303	2450	LIAB, FIRE & OTHER INS.		-	-	9,000
145-63-6303	2400	AUDIT FEES	7,000	7,210	7,210	-
OPERATING EXPENDITURES:			16,274	27,310	27,310	9,000
ADVANCES TO SA-NRA ADMINISTRATION SUBTOTAL:			230,861	235,088	246,418	215,379
145-63-6303	3990	INTER-FUND TXF/OUT-(IN)	(230,861)	(235,088)	(246,418)	(215,379)
SA-NRA ADMINISTRATIVE ADVANCES FUND TOTAL:			-	-	-	-



Core Strategy #2: *Enact Sound Fiscal Management and Stewardship*

Continue to actively seek and apply for grants to support City programs and projects

Increase community participation in the city's budget process

Core Strategy #4: *Deliver superior customer service utilizing new technology*

Proposing centralization of community information dissemination through creation of Creative Coordinator position and addition of part-time Community Information Specialists

Proposing to centralize all city motto related images throughout the organization

Continuing survey system to collect public comments and customer service reports

Continuing quarterly management development program with ongoing training and activities

Proposing professional translation for community meetings

Core Strategy #5: Maximize staff collaboration, communication and personal development

Improve collaboration between City Council and staff

Continue to organize departmental team-building activities

Assess need and opportunities to convene City Council and staff in Study Sessions

Effective, clear communications with residents and businesses through “Now You Know” segments and other short videos

Proposing upgrades to cable TV equipment (capital outlay) for better visual quality

Proposing increased training and conference/meeting participation to build and maintain knowledgeable and well-informed staff

Maintaining subscriptions to local publications to keep staff up to date

Encourage involvement in professional organizations

Core Strategy #6: Modernize and Expand Operational Infrastructure

Continue to promote environmental programs and conservation efforts through implementation of recycling grants

Core Strategy #4: Deliver Superior Customer Service Utilizing New Technology

The City's network infrastructure is in the process of a multi-year update. City Hall has been upgraded and upgrades to the offsite locations are planned to begin in the next 2-year budget cycle.

Additional Wifi is included in the budget to improve provide connection for the public and staff

Adding video of past Council meetings with searchable feature to the website is in process and is included as an ongoing cost

City wide staff computers/monitors/printers are replaced on a 3-5 year cycle or as needed if issues arise that can't be resolved to ensure that staff have the necessary equipment to perform their jobs

Core Strategy #4: *Deliver superior customer service utilizing new technology*

Implementation of NEOGOV application tracking

Core Strategy #5: *Maximize staff collaboration, communication and personal development*

Utilize training components provided by the CJPIA, including online training courses

Negotiate successor MOU with employee associations

Produce employee services and recognition activities

Core Strategy #2: *Enact Sound Fiscal Management and Stewardship*

Continue audit and analysis of major tax revenues to ensure realistic budgetary estimates

Continue addressing the city's long term pension unfunded liabilities as required by GASB 45 and 68

Conduct full dog license canvas to ensure compliance with State law and maximize revenue collection

Continue best financial practices and ensure accurate financial reporting by engaging the independent audit firm

Core Strategy #4: *Deliver Superior Customer Service Utilizing New Technology*

Finance staff provides excellent external and internal customer service

Continue training staff organization-wide to effectively use the upgraded financial system

Core Strategy #5: Maximize Staff Collaboration, Communication and Professional Development

Attend finance professionals' meetings, trainings and conferences

Subscribe to publications and maintain membership in professional organizations

Core Strategy #1: *Provide Exceptional Public Safety*

Comment cards will be provided at Neighborhood Watch Association meetings and other community engagement events to evaluate and improve public safety services and programs

Neighborhood Watch Program will be enhanced utilizing Association areas to connect residents on a larger scale

Introduction of *Night Out in the Park*, to be held at six (6) parks during the summer

Continue to promote the Cadet Program to provide an opportunity for youth to learn about responsibility, good decision making and build self-confidence.

Lease two additional Mobile Digital Computers from Sheriff's Department for Public Safety vehicles

Core Strategy #1: *Provide Exceptional Public Safety – cont.*

Purchase one (1) additional mobile Automated License Plate Recognition (ALPR) camera system through the Sheriff's Department

Purchase mobile security camera system to utilize at city parks or other locations to address criminal activity

Core Strategy #2: *Enact Sound Fiscal Management and Stewardship*

Utilize existing and seek new grant opportunities to fund public safety related programs, services and projects

Core Strategy #4: *Deliver Superior Customer Service Utilizing New Technology*

Continue to provide Public Safety staff with quarterly customer service training

Core Strategy #1: *Enhance and strengthen the quality of life In Norwalk*

Staff are trained as Emergency Response Teams (ERT's) and prepared for emergency situations

Public Safety Cadets assist the community during Mr. Sun events

Core Strategy #2: *Enact sound fiscal management & stewardship*

The Department has applied for and received grants and incentives to provide additional resources for projects.

- Environmental Enhancement & Mitigation Program (EEMP) Grant – Removal of turf in medians and replace with drought tolerant plant materials in several medians on four major streets**
- Active Transportation Program (ATP) Grant - Install bike and walk path and planters on Foster Road Side Panel east of Studebaker Rd.**
- Bureau of Reclamation (BOR) Grant – Submitted April 2017, awaiting award notification to install smart irrigation controllers at parks**
- Charge Ready – Electric vehicle charging station installation at Metrolink Station**

Core Strategy #2: *Enact sound fiscal management & stewardship – cont.*

- **Facility Retrofit Grant – Central Basin Municipal Water District provided water efficient irrigation controllers and kitchen/restroom fixtures.**

The Public Services Department continually evaluates infrastructure for proper maintenance, rehabilitation and regulatory and building code updates. Recommended actions are provided during budget process.

Incident and accident reports are processed in a timely manner to provide detailed information to assist with cost recovery for damage to City property.

Core Strategy #3: *Initiate Innovative Economic Development Plan*

The Department conducts twelve Mr. Sun events throughout the City each fiscal year to assist residents in maintaining their property and providing a resource to dispose unwanted items/hazardous materials.

Conduct Arbor Day and Tree planting programs throughout each year.

Core Strategy #4: Deliver superior customer service utilizing new technology

Customer surveys are provided to residents for feedback regarding service requests and follow up is conducted as needed

Staff are trained in customer service performance on a regular basis

City website has a link to submit service requests and provides information regarding types of trees residents can choose to plant, graffiti abatement, and general maintenance provided by the Department

Door Hanger updated for improved communication following services.

Core Strategy #5: Maximize staff collaboration, communication and professional development

Quarterly staff meetings are conducted to allow all 83 staff members the opportunity for information and feedback on current projects and Department goals

Employee newsletters are provided for team-building activities and the dissemination of information on important issues

Core Strategy #5: Maximize staff collaboration, communication and professional development – cont.

Service Request Form can be accessed online through the City's website and Government 2.0 phone app is available for residents to submit questions, requests for work or general comments

Staff participate in cross-training among Divisions and are provided opportunities to attend a variety of trainings and seminars through JPIA, Maintenance Superintendents Association and various organizations

Core Strategy #6: Modernize & Expand Operational Infrastructure

The Department has been creating standard design themes throughout parks, monument signs and street medians to maintain a cohesive look

Park and facility rehabilitation projects are in process to beautify and update locations. Restroom remodels, painting projects, monument installation, fencing and landscaping at parks

Core Strategy #6: Modernize & Expand Operational Infrastructure – cont.

Lighting upgrades to energy efficient LED's to be completed throughout the City. LS-1 street lights are to be addressed with City purchase.

Energy efficiency projects to be completed include replacement of HVAC units to high-efficiency HVAC units at various locations

Complete installation of transmission main improvement project to maximize use of groundwater and make NMWS system self-sustaining

Initiate installation of AMI project and the implementation of GIS project for NMWS so intelligent data may be assigned to each element and utilized more effectively by both engineering and operational staff

Schedule repair of 9,233 LF of sewer lines at 32 critical locations by the end of 2017

Continue to video inspect entire sewer system with CCTV (closed circuit television) and clean 50% of all sewer lines citywide annually

Core Strategy #1: Provide Exceptional Public Safety

Continue partnerships and collaboration with city departments (Public Safety, Code Enforcement), Social Service agencies such as PATH (People Assisting the Homeless), The Whole Child and Mental Health providers

Core Strategy #2: Enact Sound Fiscal Management and Stewardship

Secure a reallocation of Grant Funds from the Los Angeles County Department of Community and Senior Services, Area Agency on Aging for the Norwalk Dispute Resolution Program

Continue to provide the Senior Nutrition Program and Home Delivered Meals Program at the Social Services and Senior Center to seniors 60 yrs. and older

Secure a reallocation of Grant Funds from the Los Angeles County Department of Community and Senior Services, Area Agency on Aging for the Senior Center Supportive Services Program

Core Strategy #2: *Enact Sound Fiscal Management and Stewardship-cont.*

Secure funding from Los Angeles County Dept. of Social Services for CalWORKs Stage 1 in the amount of \$1.1 million for Childcare services

Secure State and Federal funding from the Dept. of Education for \$2.8 million for Stage 2, Stage 3 and Alternative Payment program for Childcare services

Core Strategy #4: *Deliver Superior Customer Service Utilizing New Technology*

Continue use of the Service Track Client Data Base System for case management of social services clients at both the Social Services and Senior Center.

Propose new technology registration software to streamline registration services for senior programs and activities

Core Strategy #5: Maximize Staff Collaboration, Communication and Personal Development

Maintain subscriptions to professional associations for staff development and to enhance client services

Core Strategy #6: Modernize and Expand Operational Infrastructure

Propose rehab/remodel of the staff kitchen area at the Social Services Center (capital outlay)

Propose the reconfiguration and redesign of staff cubicles at the Senior Center and Child Development offices (capital outlay)

Propose purchase and refurbishment of furniture and equipment at the Social Services and Senior Center to better serve the needs of our clients, patrons and staff (capital outlay)

Core Strategy #1: *Provide Exceptional Public Safety*

Continue to provide community outreach programs, such as block parties and family days, to bring youth and their families together at the parks for a fun day of games and entertainment as well as providing them with opportunities to learn what other services are offered by the City

The Summer Youth Leadership Program will continue to incorporate life and leadership skills into the summer program that focuses on teens and provides them with valuable skills that they can take with them that will assist them in everyday life

Core Strategy #2: *Enact Sound Fiscal Management & Stewardship*

Continue to seek grant opportunities, such as the Los Angeles County Arts Commission - Free Concerts in Public Sites program

Proposing to host Concert Share, a program that generates revenue from band participants and agency staff from all over Southern California

Core Strategy #3: *Initiate Innovative Economic Development Plan*

Continue to collaborate with the Chamber of Commerce by hosting a cooperative events at the Norwalk Arts & Sports Complex. These events showcase the facility and amenities available to the business community

Proposing to incorporate the Chamber of Commerce’s Business Expo and Health Fair to be conducted on the same evening as a city Summer Concert to introduce a larger audience to the program

Core Strategy #4: *Deliver Superior Customer Service Utilizing New Technology*

Continue to meet weekly with supervisory staff and monthly with Department key staff to improve communication and keep everyone updated on current affairs in the city and provide program updates. This allows staff to relay information back to their support staff and the community providing better customer service

Core Strategy #4: *Deliver Superior Customer Service Utilizing New Technology – cont.*

Continue to provide training opportunities for staff at all levels, allowing for professional growth and leading to new ideas and better service to the community

Continue to promote online registration, providing the community with the opportunity to register and pay for recreation classes from any device with internet access

Core Strategy #5 *Maximize Staff Collaboration, Communication & Professional Development*

Continue monthly Department meetings with a “feel good” team builder exercise to start off each meeting

Continue to maintain program objectives meetings for all Citywide Special Events, to track program planning progress to ensure quality programming for the community

Continue to disseminate to all staff, information from newspaper clippings that address issues in the City

Core Strategy #5 *Maximize Staff Collaboration, Communication & Professional Development – cont.*

On a monthly basis, continue to provide Administration addresses of patrons who have utilized Recreation and Park Services Department services to solicit feedback on the service we provide

Continue to provide staff with training opportunities provided by the California Joint Powers Insurance Authority, California Parks & Recreation Society, Southern California Municipal Athletic Federation, and Men in Leisure Services Organizations

Continue to assist other Departments on a regular basis with staffing needs; this provides a good job training opportunity and exposure for Recreation staff to other Department functions in the City. This cross training practice has led to promotional opportunities for staff

Continue to encourage staff to participate in professional organizations such as California Parks & Recreation Society, Southern California Athletic Federation, Men in Leisure Services, Southern California Pool Operators Association, etc

Core Strategy #6: Modernize & Expand Operational Infrastructure

Proposing new Park signs to place citywide identifying park locations

Continue to utilize the Los Angeles County's Parks Needs Assessment illustrating where the City is in need of parks and current conditions of City's parks and amenities. Continue to make recommendations for playground and amenity improvements

Core Strategy #2: *Enact Sound Fiscal Management & Stewardship*

Transit actively seeks funding opportunities in support of programs and projects: Federal, State and Local funds

Exercise fiscal discipline to ensure financial stability

Core Strategy #4: *Deliver Superior Customer Service Utilizing New Technology*

Improve the customer experience and expand access to transportation options. Transit will pursue installation of a turnkey Intelligent Transportation System (ITS) to improve efficiency of its fixed route operations and customer service information

Core Strategy #6: *Modernize & Expand Operational Infrastructure*

Support and invest in energy efficient and environmentally friendly technologies, therefore reducing Transit's carbon footprint and reducing long term costs

Continued implementation of FTA's regulatory State of Good Repair Program

COMMUNITY DEVELOPMENT

2020 VISION

Core Strategy #1: Provide Exceptional Public Safety

Develop a Local Hazard Mitigation Plan and Emergency Operations Plan

Provide information to support community with emergency preparedness efforts

Core Strategy #2: Enact Sound Fiscal Management and Stewardship

Pursue grants to support capital improvement projects

Continue to apply for the Family Self-Sufficiency grant to maintain services to housing participants

COMMUNITY DEVELOPMENT

2020 VISION

Core Strategy #3: *Initiate Innovative Economic Development Plan*

Continue to implement the 6 initiatives established by the Economic Development Plan: 1) Branding the City, 2) Raising household incomes, 3) Supporting businesses, 4) Revival of San Antonio Village, 5) Residential reinvestment, and 6) Spurring new development

Continue to fund Neighborhood Beautification Program and Commercial Façade Improvement Program in the San Antonio/Firestone target area with CDBG funding

Continue funding for the CDBG and HOME residential rehabilitation programs as approved by the City Council

Plan to discuss options with City Council for the use of Housing Bond funds to stimulate economic development and support housing element goals in the San Antonio/Firestone target area

COMMUNITY DEVELOPMENT

2020 VISION

Core Strategy #3: *Initiate Innovative Economic Development Plan – cont.*

Analyze potential economic development opportunities related to Greenline Extension

Continue to conduct property management workshops to educate Norwalk landlords about City programs, resources and requirements

Continue efforts to advocate property maintenance

Continue to collaborate with Public Safety through the NET team and other joint efforts regarding transient occupied vacant properties

Continue to collaborate with city departments on Mini Mr. Sun neighborhood cleanup events

COMMUNITY DEVELOPMENT

2020 VISION

Core Strategy #4: Deliver Superior Customer Service Utilizing New Technology

Provide information to the public by maintaining more forms, documents and program information on the city's website

Continue to assist customers using counter kiosk to view building permit documents

Implement a system to input building inspection results in the field

Core Strategy #5: Maximize Staff Collaboration, Communications and Personal Development

Continue to budget funds and provide opportunities for staff training

Continue to publish periodic newsletters containing important program information for Section 8 landlords

Continue to present housing rehabilitation program information at the Senior Center and other events

COMMUNITY DEVELOPMENT

2020 VISION

Core Strategy #6: Modernize and Expand Operational Infrastructure

Continue ADA assessment and activities to update ADA transition plan

Optimize existing traffic signal systems and communication system to improve traffic signal coordination Citywide and seek Federal and State funding to upgrade signal operations

Develop pavement strategies for local street based upon available funding to increase pavement life cycle

Oversee pavement rehabilitation programs according to street conditions in the adopted Pavement Management Program

Continue to work with Metro and Caltrans to improve bicycle and pedestrian access to Greenline Station

Continue to monitor I-5 expansion project and explore potential opportunities to obtain surplus properties

COMMUNITY DEVELOPMENT

2020 VISION

Core Strategy #6: Modernize and Expand Operational Infrastructure – cont.

Continue to maintain city's stormwater infrastructure

Continue to manage traffic signal synchronization

Continue working on High Speed Rail and Greenline extension projects

CITY OF NORWALK

Outstanding Debt Descriptions

Debt Service funds accounts for the resources allocated toward debt service payments and are a recognized fund type in generally accepted governmental accounting principles (GAAP). The amortization schedule for principal and interest payments resembles mortgage payments, in that principal payments typically increase, while interest payments decrease over the life of the debt. All bonded indebtedness is administered by trustees as designated in the debt's Official Statement. Debt service payments and related administrative fees are budgeted in the Norwalk Community Facilities Financing Authority and transfers are made from the respective funds such as the General Fund, and the Parking Structure Special Revenue Fund. This is due to the fact that the NCCFA issued the debt.

Current Debt:

Norwalk Community Facilities Financing Authority Lease Revenue Refunding Bonds 2013 Series A

Issued: \$7,120,000 in May 2013	Outstanding Principal 6/30/17: \$ 5,625,000
	Interest \$ 1,190,737
Purpose: To refund the outstanding balance of 1999 Lease Revenue Refunding Bonds	
Debt Payments: Semi-annually in December and June for Interest, Principal paid in June	Maturity Date: June 2029

Norwalk Community Facilities Financing Authority Lease Revenue Refunding Bonds 2013 Series B

Issued: \$8,630,000 in July 2013	Outstanding Principal 6/30/17: \$ 6,420,000
	Interest \$ 1,231,400
Purpose: To refund the outstanding balance of 2001 Lease Revenue Refunding Bonds	
Debt payments: Semi-annually in December and June for Interest, Principal paid in June	Maturity Date: June 2025

CITY OF NORWALK

Outstanding Debt Descriptions

Water Revenue Bonds 2013 Series A

Issued: \$9,395,000 in May 2013

Outstanding Principal 6/30/17: \$ 8,705,000
Interest \$ 5,311,650

Purpose: To fund the acquisition of water rights and water system infrastructure improvements.

Debt Payments: Semi-annually in December and June, Principal due in June

Maturity Date: June 2043

Revenue Guide

AB 1290	Portion of tax increment revenues generated by properties within the redevelopment agency boundary.
Business License Tax	Tax on businesses for the privilege of conducting business within the city.
Citizens Option for Public Safety (COPS)	Revenue granted from the state General fund for supplemental public safety services. (Special Revenue Fund)
Fees, Charges and Rates	Fees comprise a broad category of locally imposed revenues generally intended to recover all or a portion of government's cost for providing a service or access to public property, or for mitigating the impacts of the fee payer's activities on the community. Revenues from all charges for specific services provided by the City such as engineering and plan check, recreation fees, facility use fees, regulatory fees, etc.
Fines, Forfeitures, and Penalties	Revenues received from the City's allocation of fines and penalties imposed by the courts for vehicle code and other statutory violations.
Franchise Taxes	Taxes levied by the City upon private companies for the use of City property or granting special franchises. City imposes franchise taxes on Cable TV, Solid Waste, Electric, Gas, Water and Oil Companies.
Interest Income	Interest generated from the City's investments.
License and Permits	Licenses or permits are issued to regulate activities within the City, such as animal licensing, special event permits, etc.
Measure M	Percentage of Sales Tax dedicated to transportation related improvements. (Special Revenue Fund)

Measure R	Percentage of Sales Tax dedicated to transportation related improvements. (Special Revenue Fund)
Motor Vehicle License Fee	Based on the market value of a vehicle, the Motor Vehicle License Fee (VLF) is a state imposed tax for the privilege of operating the vehicle on public streets.
Motor Vehicle Fuel Tax (Highway User Tax, Gasoline Excise Tax)	An 18 cent per gallon tax on fuel used to propel motor vehicle or aircraft. The State Controller's Office collects and allocates the revenues, and audits the use of the revenues, which are restricted research, planning, construction, improvement, maintenance and operation of public streets and highways.
No/Low Property Tax	Designation as a result of city receiving no share of the property tax.
PEG	Revenue received from Cable TV companies for Public-Educational-Government Access (PEG) television
Property Taxes	Revenues received as a result of taxes levied on real estate and personal property.
Property Tax in Lieu of VLF	Revenues received as a result of local Vehicle License Fee revenues for additional shares of the property tax as a part of state-local budget agreement. Under this arrangement the VLF rate was reduced from 2% to 0.65%. The reduction in VLF revenue to cities and counties was replaced with a like amount of property taxes, dollar-for-dollar.

Highway User Tax Section 2103 (formerly Proposition 42 Transportation Congestion Relief Fund)

Portions of Highway User Tax – an excise tax dedicated to streets, traffic and transportation maintenance and improvement.

Sales and Use Tax

A tax imposed on the total retail price of any tangible personal property and the use or storage of such property when sales tax is not paid.

State Mandate Reimbursement

State reimbursement to cities for programs and services mandated by state.

Real Property Transfer Taxes

Tax imposed on the transfer of ownership in real estate. Real property transfer tax imposes a tax on the purchaser of real property based upon the value of the property.

Road Maintenance Rehabilitation Account

Revenues from Vehicle Registration Tax and portion of Fuel Taxes distributed to local governments for local street and road improvement

Transient Occupancy Taxes

Tax imposed on individuals renting accommodations in hotels, motels, inn etc.

Use of Money and Property

Revenues received from the rental of land, buildings, equipment and interest from investment of City funds.

Utility User Tax

Tax imposed on the use of, telephone services and the consumption of electricity and gas.

Glossary

A

Actual - Amount paid for expenditures for the fiscal year.

Adopted Budget - The new allocation of expenditures and revenues for the fiscal year as approved by the City Council.

Air Quality Improvement (AQMD) Fund - A fund which accounts for monies received from AQMD, which are used to improve air quality. (A special revenue fund.)

Allocations – A part of a lump-sum appropriation which is designated for expenditure by specific organization units and/or for special purposes, activities or objects.

Appropriation - A legal authorization granted by the City Council to expend monies, and incur obligation for specific purposes.

Assessed Valuation - A dollar value placed on real estate or personal property by Los Angeles County as a basis for levying property taxes.

Assessments - Charges on real property or businesses levied to pay for facilities or services within a predetermined area according to the benefit to real property or businesses resulting from the improvements.

Audit - An examination of systems, procedures, programs and financial data to ensure compliance with specified rules and regulations. The end product of an audit is a report issued by an independent auditor that describes the City's financial condition and the results of its operations.

Norwalk Community Facilities Financing Authority Fund - A fund which accounts for payments of principal and interest for debt service such as bonds.

B

Balanced Budget - The amount of budgeted expenditures is equal to or less than the amount of budgeted revenues plus other available resources.

Bond – Capital raised by issuing an interest-bearing promise to pay a specified sum of money.

Bond Proceeds - Funds received from the sale or issuance of bonds.

Budget - A financial plan serving as a pattern for, and control over, future operations – any estimate of future costs or plan for the utilization of the workforce, material or other resources.

Business License Fee - A fee imposed on persons or entities doing business within the City.

C

Calendar Year - A continuous period beginning January 1 and ending December 31.

California Public Employees' Retirement System (CalPERS) – The retirement system that all permanent City employees are members of. CalPERS is administered by the State of California.

Capital Improvement Program - A plan for construction or major repair of City infrastructures, facilities or buildings.

Capital Outlay - The acquisition costs of equipment with a value of \$5,000 or greater used in providing direct services or inventoried equipment such as computers, laptops, cameras, printers, etc.

Capital Projects Fund - A fund which accounts for all capital projects not being accounted for in other capital projects funds. (A capital projects fund.)

Carryover or Carry Forward - The process of bringing a budgeted and encumbered item from the current fiscal year to the next fiscal year.

Community Development Block Grant (CDBG) Fund - A fund which accounts for the revenues and expenditures of approved Federal Housing and Community Development Act projects. (A special revenue fund.)

Comprehensive Annual Financial Report (CAFR) – The official financial statement of a government.

Contingency Fund - An amount reserved for possible emergencies.

Current Year - The fiscal year in process.

D

Debt Service - The cost of paying the principal and interest on money according to a predetermined schedule.

Debt Service Fund – A fund established to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

Deficit – Insufficiency in a fund as a result of excess spending over revenues.

Department - An organizational unit within a fund that can be subdivided into divisions.

Depreciation – (1) Expiration in the service life of fixed assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy and obsolescence. (2) The portion of the cost of a fixed asset charged as an expense during a particular period.

Development Impact Fees - Fees imposed to pay for improvements and facilities required to serve new development or otherwise reduce the impacts of new development on a community.

Division - An organizational unit within a department that can be subdivided into subunits.

E

Employee Benefits Fund - A fund which accounts for payments made for retired employee health benefits. (A special revenue fund.)

Encumbrance - Money allocated for payment of goods/services contracted for but not yet received.

Enterprise Fund - A fund similar to those found in the private sectors that are structured to be revenue-generating and self-supporting.

Equipment Replacement Fund - A fund which accounts for the cost of replacing vehicles in various departments within the City. (An internal services fund.)

Expenditures - The cost for personnel, materials and equipment required to deliver services.

F

Financial Accounting Standards Board (FASB) – The authoritative accounting and financial reporting standards-setting body for business entities.

Fiscal Year - A 12-month time period designated to signify the beginning and ending period for recording financial transactions.

Fixed Assets – Assets of a long-term character which are intended to be held or used, such as land, buildings, machinery, furniture and other equipment.

Franchise In-Lieu – A tax paid by City Utilities that in part represents the property tax that would be paid by private utilities for the privilege of having lines and mains in Norwalk streets, etc.

Franchise Tax - Tax levied by the City upon companies for the use of City property.

Fringe Benefits - Compensation that the City contributes to its employees such as retirement, life and health insurance.

Full-Time Equivalent - The equivalent of a full-time position for one year.

Fund - An accounting entity established to record financial transactions and resources for specific activities or to attain certain objectives.

Fund Balance - The net effect of current assets less current liabilities at any given point in time.

G

Gann Appropriations Limit - Article XIII-B of the California State Constitution that provides limits to the total amount of appropriations in any fiscal year from tax proceeds.

Gas Tax Fund - A fund which accounts for the revenues and expenditures of the City's proportionate share of gas tax monies collected by the State of California, which are used for street construction and maintenance. (A special revenue fund.)

General Fund - A fund which accounts for tax and other general purpose revenues (e.g., sales taxes, property taxes, fines, interest, etc.) and records the transactions of general governmental services (e.g., police, fire, library, parks and public works).

Generally Accepted Accounting Principles (GAAP) - Uniform minimum standards and guidelines for financial accounting and reporting.

Generally Accepted Auditing Standards (GAAS) – Standards established by the AICPA for the conduct and reporting of financial audits.

Governmental Accounting Standards Board (GASB) - The authoritative accounting and financial reporting standard-setting body for government entities.

Grant - A restricted funding source for a specific purpose, activity, or facility.

Grants and Seizures Fund - A fund which accounts for monies received from private grants and police seizures. (A special revenue fund.)

Infrastructure - Physical facilities that the residents of the City depend on such as sewers, storm drains, buildings, utility lines, parks and streets.

Interest Income - Revenues generated from interest earned from the City's investments.

Interfund Transactions - The transactions among funds of the same government reporting entity.

Internal Service - The costs of reimbursement for services provided by Internal Service Fund programs to other City programs and departments (e.g., vehicle maintenance, employees' benefits, etc.).

Internal Service Fund - A fund used to finance and account for goods and services provided by one City department to other City departments.

Intra-Governmental Loan Fund - A fund which accounts for costs related to various advances to the Redevelopment Agency. (An internal services fund.)

LAIF - The Local Agency Investment Fund is an investment pool managed by the State of California.

Liability - An obligation that legally binds an entity to settle or pay a debt.

Low and Moderate Income Housing Fund - A fund which accounts for monies received and expended to assist low and moderate income households. (A special revenue fund.)

M

Memorandum of Understanding - Agreement between mutual parties such as between City departments or between the City and employee organizations.

Mission - A broad statement of purpose.

Motor Vehicle License Fee (VLF) - The Motor Vehicle License Fee is a tax on ownership of a registered vehicle.

N

Note Payable – In general, an unconditional written promise signed by the maker to pay a certain sum of money on demand at a fixed or determinable time either to the bearer or to the order of a person designated therein.

Note Receivable - A note payable held by a governmental unit.

O

Objective - A specific statement describing a result to be achieved.

One-Time - Activities or transactions that are irregular or occasional.

Ongoing - Activities or transactions that are continuous or recurring.

Operating Budget - A budget that focuses on everyday operating activities and programs.

P

Pass Through Funds – Payments made by a third party (such as the Federal Government) to the City to be given directly (passed through) to another party.

Payroll - An amount the City pays its employees.

Pentamation – Financial system software

PERS - Public Employees Retirement System is a statewide retirement system for most City employees.

Personnel Services - The cost of labor, including salaries and fringe benefits.

Personnel Expenses - Compensation paid to, or on behalf of, City employees for salaries and wages, overtime and benefits.

Professional Services – Services provided by outside experts.

Project - A job or specific task that identifies an area of funding and improvement.

Property Tax - Tax levied on real estate and personal property.

Proposition A Funds - A fund which accounts for financial transactions in accordance with Proposition A Local Transit Assistance Act regulations. (A special revenue fund.)

Proposition C Funds - A fund which accounts financial transactions in accordance with Proposition C regulations. (A special revenue fund.)

R

Redevelopment Agency - The agency providing oversight for the redevelopment process in the City and is governed by the City Council.

Refunding Bond - The issuance of a new bond for the purpose of retiring an outstanding bond.

Reimbursements – (1) Repayments of amounts remitted on behalf of another party. (2) Interfund transactions that constitute reimbursements to a fund for expenditures or expenses originally made from it, but, that properly apply to another funds.

Reserves - A portion of the fund balance set aside for a specific purpose.

Resolution - In general, an expression of desire or intent. A special order of the City Council which has a lower legal standing than an ordinance.

Resources - Total dollars available to be appropriated including estimated revenues, fund transfers and beginning fund balances.

Revenue - Monies collected and received by the City such as tax payments, business license fees and charges for services.

Revenue Bond - A municipal bond whose debt service is payable solely from the revenues received from operating the facilities acquired or constructed with the proceeds of the bonds.

S

Salary Savings - Amount saved by departments during the fiscal year through salaries, wages and benefits due mostly through retirements, staff turnover and vacancies.

Sales Tax - Tax imposed on all applicable retail and commercial businesses selling goods in the City. This tax is based on the sales price of any taxable transaction relating to taxable personal property.

Service - A deliverable that the customer receives from a department's efforts.

Special Revenue Fund - A fund used to account for the proceeds of specific revenue sources that are restricted by law to be used for specific purposes.

Supplemental Law Enforcement Fund - A fund which accounts for grant monies received for local law enforcement activities. (A special revenue fund.)

Surplus - The excess of revenue over expenses.

T

Tax Allocation Bond – A bond or financial obligation issued by the Redevelopment Agency (RDA) in order to generate funds to implement the redevelopment plan. The bond is repaid with tax increments flowing to the RDA as a result of the RDA's revitalization of the project area.

Tax Increment - The increase in property taxes within the redevelopment project area that result from increases in the project area assessed value that exceeds the base year assessed value.

Transient Occupation Tax (TOT) - Tax imposed on individuals renting accommodations in hotels, motels and boarding houses.

U

User Fees and Charges - The payment of a fee for direct receipt of a public service by the party benefiting from the service.

Utility User's Tax (UUT) – Tax imposed on the use of cable television, telephone services and the consumption of electricity, gas and telephone services.