



# ADOPTED BUDGET

Fiscal Year 2019-2020

NORWALK CITY HALL



# CITY OF NORWALK

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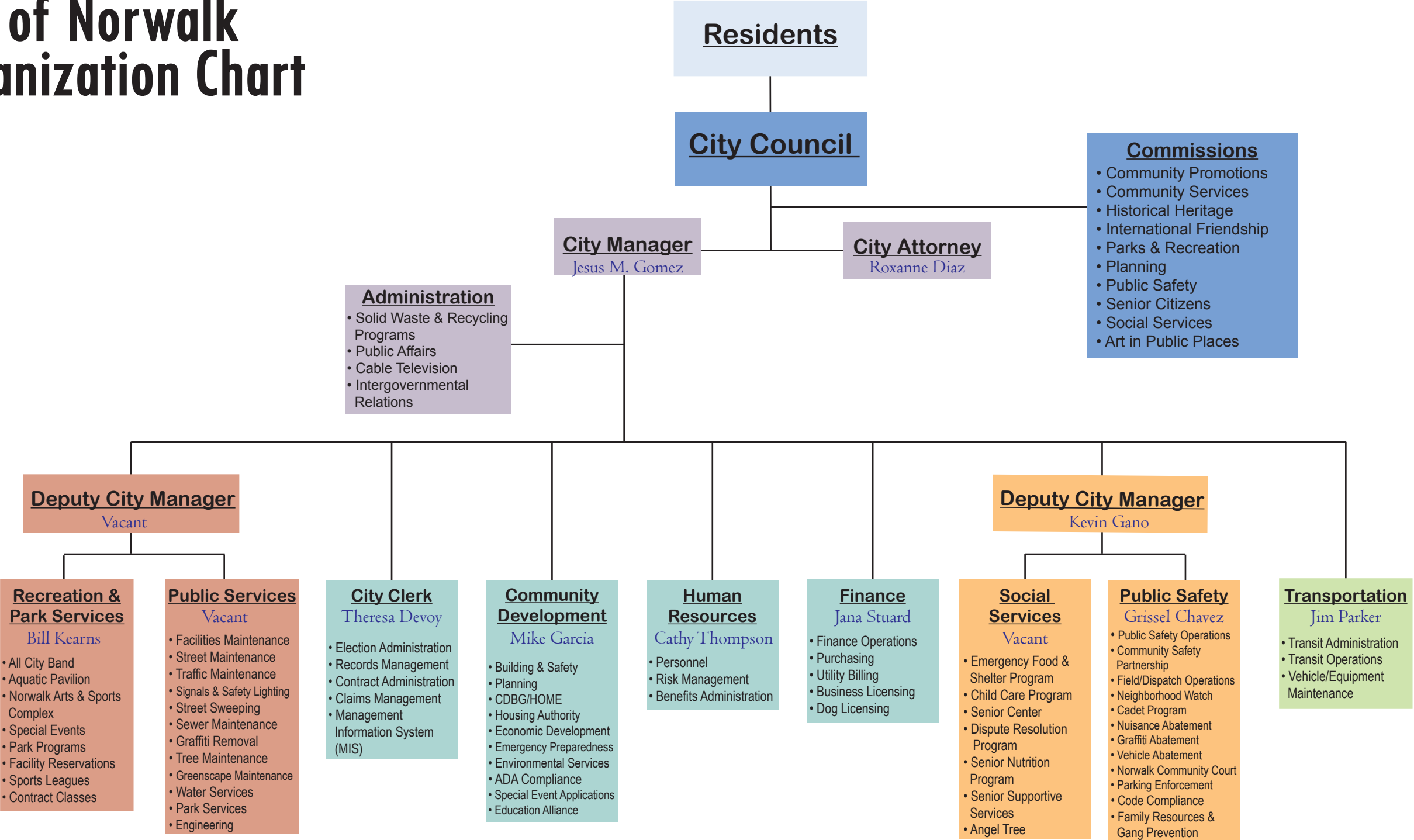
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# City of Norwalk Organization Chart



**Summary of Changes to Fund Balances / Working Capital  
Fiscal Year 2019-20**

<b>Fund</b>	<i>ESTIMATED FUND BALANCE/ WORKING CAPITAL 7/1/2019</i>	<b>REVENUES FOR FY 2020</b>	<b>TRANSFERS IN/(OUT) FOR FY 2020</b>	<b>OPERATING &amp; CAPITAL OUTLAY EXPENSES FOR FY 2020</b>	<b>CIP EXPENSE FOR FY 2020</b>	<i>ESTIMATED CHANGE IN FUND BALANCE/ WORKING CAPITAL FY 2020</i>	<i>ESTIMATED FUND BALANCE/ WORKING CAPITAL AS OF JUNE 30, 2020</i>
General Fund (unassigned) *	12,726,291	49,308,040	(5,283,607)	(48,634,288)		(4,609,855)	
Release of Fund Balance/Personnel Savings	1,994,403			670,000		670,000	10,780,839
General Fund - CIPs (assigned)	183,959				(183,959)	(183,959)	
<b>Total General Fund</b>	<b>14,904,653</b>	<b>49,308,040</b>	<b>(5,283,607)</b>	<b>(47,964,288)</b>	<b>(183,959)</b>	<b>(4,123,814)</b>	<b>10,780,839</b>
<b>Special Revenue Funds</b>							
Child Care	143,667	4,761,111	-	(4,872,283)	-	(111,172)	32,495
Gas Tax	30,010	1,752,600	-	(1,744,000)	-	8,600	38,610
Community Development Block Grant	238,042	1,728,350	-	(1,366,365)	(500,000)	(138,015)	100,027
Home Grant	54,595	380,581	-	(380,535)	-	46	54,641
Proposition A - Local Return	(0)	2,173,450	(1,665,980)	(493,596)	(13,874)	-	-
Air Quality Management	94,162	134,100	-	(102,374)	-	31,726	125,888
Senior Services Grant	0	54,389	35,455	(89,844)	-	-	-
COPS Grant	167,655	181,400	-	(196,638)	-	(15,238)	152,417
Juvenile Assistance Grant	(0)	64,587	-	(64,587)	-	-	-
Proposition C - Local Return	5,526,645	2,268,027	(122,017)	(1,472,767)	(4,289,075)	(3,615,832)	1,910,813
Measure R - Local Return	3,277,730	1,387,900	-	(575,000)	(2,908,835)	(2,095,935)	1,181,795
Measure M - Local Return	2,352,225	1,572,600	-	(327,974)	(3,460,545)	(2,215,919)	136,306
Senior Nutrition Program	-	699,999	52,344	(752,343)	-	-	-
Parking Structure Operations	403,526	370,000	(254,512)	(517,068)	-	(401,580)	1,946
Asset Forfeitures	676	-	-	-	-	-	676
Successor Agency Housing Administration	290,970	300	265,700	(138,433)	-	127,567	418,537
Housing Assistance Program	985,197	7,600,039	-	(7,624,731)	-	(24,692)	960,505
<b>Total Special Revenue Funds</b>	<b>13,565,101</b>	<b>25,129,433</b>	<b>(1,689,010)</b>	<b>(20,718,537)</b>	<b>(11,172,329)</b>	<b>(8,450,444)</b>	<b>5,114,656</b>



**Summary of Changes to Fund Balances / Working Capital  
Fiscal Year 2019-20**

<b>Fund</b>	<i>ESTIMATED FUND BALANCE/ WORKING CAPITAL 7/1/2019</i>	<b>REVENUES FOR FY 2020</b>	<b>TRANSFERS IN/(OUT) FOR FY 2020</b>	<b>OPERATING &amp; CAPITAL OUTLAY EXPENSES FOR FY 2020</b>	<b>CIP EXPENSE FOR FY 2020</b>	<i>ESTIMATED CHANGE IN FUND BALANCE/ WORKING CAPITAL FY 2020</i>	<i>ESTIMATED FUND BALANCE/ WORKING CAPITAL AS OF JUNE 30, 2020</i>
<b>Capital Projects Funds</b>							
Prop 1B - Capital Projects	218,343	-	-	-	-	-	218,343
RMRA - Road Maintenance Rehab Account	1,747,778	1,780,100	-	-	(2,611,076)	(830,976)	916,802
I-5 Mitigation	2,400	-	-	-	-	-	2,400
HSIP Grant	-	7,336,359	-	-	(7,336,359)	-	-
ATP Grant	(0)	420,346	-	-	(420,346)	-	-
CA Natural Resources	-	34,648	-	-	(34,648)	-	-
Arts in Public Places	171,253	21,000	-	(19,000)	-	2,000	173,253
LA County - MTA Measure R	-	3,031,456	-	-	(3,031,456)	-	-
S.B. 821- Bicycle/Pedestrian	1	420,670	-	-	(65,008)	355,662	355,663
Highway User Tax - Section 2103	1,070,624	1,039,430	-	(620,000)	(78,665)	340,765	1,411,389
MTA & LA County Transportation Grants	81,202	-	-	-	-	-	81,202
I-605 Mitigation (Measure R)	-	6,294,186	-	-	(6,294,186)	-	-
Surface Transportation Program (STPL)	-	1,480,000	-	-	(1,480,000)	-	-
Bond Proceeds - RDA	10,698,105	35,000	-	(70,000)	(2,273,432)	(2,308,432)	8,389,673
Housing Bond Proceeds	11,128,476	35,000	-	(50,000)	-	(15,000)	11,113,476
Cooperative Agreement	85,624	-	-	-	(85,624)	(85,624)	-
California High Speed Rail	(0)	120,191	-	(120,191)	-	-	-
Park Dedication Fees	111,762	-	-	-	-	-	111,762
<b>Total Capital Projects Funds</b>	<b>25,315,568</b>	<b>22,048,386</b>	<b>-</b>	<b>(879,191)</b>	<b>(23,710,800)</b>	<b>(2,541,605)</b>	<b>22,773,963</b>

**Summary of Changes to Fund Balances / Working Capital  
Fiscal Year 2019-20**

<b>Fund</b>	<i>ESTIMATED FUND BALANCE/ WORKING CAPITAL 7/1/2019</i>	<b>REVENUES FOR FY 2020</b>	<b>TRANSFERS IN/(OUT) FOR FY 2020</b>	<b>OPERATING &amp; CAPITAL OUTLAY EXPENSES FOR FY 2020</b>	<b>CIP EXPENSE FOR FY 2020</b>	<i>ESTIMATED CHANGE IN FUND BALANCE/ WORKING CAPITAL FY 2020</i>	<i>ESTIMATED FUND BALANCE/ WORKING CAPITAL AS OF JUNE 30, 2020</i>
<b>Reserves</b>							
Building/Facility Renovation	960,085	500	581,618	-	(1,292,203)	(710,085)	250,000
Computer & Technology Replacement	150,268	500	150,000	(65,000)	-	85,500	235,768
Vehicle & Equipment Replacement	1,278,008	500	500,000	(947,204)	-	(446,704)	831,304
NASC Equipment Replacement	464	500	100,000	-	-	100,500	100,964
Parks Equipment & Renovation	1,258,297	2,000	-	(37,000)	(882,833)	(917,833)	340,464
<b>Total Reserve Funds</b>	<b>3,647,120</b>	<b>4,000</b>	<b>1,331,618</b>	<b>(1,049,204)</b>	<b>(2,175,036)</b>	<b>(1,888,622)</b>	<b>1,758,500</b>
<b>Enterprise Funds- working capital**</b>							
Transportation - Operations	3,846,570	13,505,231	1,787,997	(14,712,744)	-	580,484	4,427,054
Transportation - Capital	526,804	6,392,521	-	(5,092,350)	(1,298,171)	2,000	528,804
<b>Subtotal Transit</b>	<b>4,373,374</b>	<b>19,897,752</b>	<b>1,787,997</b>	<b>(19,805,094)</b>	<b>(1,298,171)</b>	<b>582,484</b>	<b>4,955,858</b>
<i>** Enterprise funds report working capital balance</i>							
Water	6,166,535	6,291,800	-	(5,374,822)	(4,965,931)	(4,048,953)	2,117,582
Sewer	7,027,222	2,592,000	-	(1,865,166)	(4,508,472)	(3,781,638)	3,245,584
<b>Total Enterprise Funds**</b>	<b>17,567,131</b>	<b>28,781,552</b>	<b>1,787,997</b>	<b>(27,045,082)</b>	<b>(10,772,574)</b>	<b>(7,248,107)</b>	<b>10,319,024</b>
<b>Debt Service Fund</b>							
2013 A&B Lease Revenue Refund Bonds	-	-	1,458,382	(1,458,382)	-	-	-
Street Light Lease	-	-	410,020	(410,020)	-	-	-
<b>Total Debt Service Fund</b>	<b>-</b>	<b>-</b>	<b>1,868,402</b>	<b>(1,868,402)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Internal Service Funds</b>							
Equipment Maintenance	-	3,981,497	-	(3,981,497)	-	-	-
Employee Benefits	-	14,388,324	-	(14,388,324)	-	-	-
<b>Total Internal Service Funds</b>	<b>-</b>	<b>18,369,820</b>	<b>-</b>	<b>(18,369,820)</b>	<b>-</b>	<b>-</b>	<b>-</b>

**Summary of Changes to Fund Balances / Working Capital  
Fiscal Year 2019-20**

<b>Fund</b>	<i>ESTIMATED FUND BALANCE/ WORKING CAPITAL 7/1/2019</i>	REVENUES FOR FY 2020	TRANSFERS IN/(OUT) FOR FY 2020	OPERATING & CAPITAL OUTLAY EXPENSES FOR FY 2020	CIP EXPENSE FOR FY 2020	<i>ESTIMATED CHANGE IN FUND BALANCE/ WORKING CAPITAL FY 2020</i>	<i>ESTIMATED FUND BALANCE/ WORKING CAPITAL AS OF JUNE 30, 2020</i>
<b>Trust Funds</b>							
Irrevocable Post Employment Benefit Trust Fund	8,492,912	100,000	984,600	626,000	-	1,710,600	10,203,512
Irrevocable Pension Trust Fund	2,037,530	50,000	1,000,000	-	-	1,050,000	3,087,530
Donations held in trust - City Wide	332,635	-	-	(4,500)	-	(4,500)	328,135
<b>Total Irrevocable Trust Funds</b>	<b>10,863,077</b>	<b>150,000</b>	<b>1,984,600</b>	<b>621,500</b>	<b>-</b>	<b>2,756,100</b>	<b>13,619,177</b>
<b>Subtotal All Funds</b>	<b>74,999,574</b>	<b>143,641,231</b>	<b>(1,984,600)</b>	<b>(117,894,525)</b>	<b>(48,014,698)</b>	<b>(24,252,592)</b>	<b>50,746,982</b>
Less: Internal Service Funds	-	(18,369,820)	-	18,369,820	-	-	-
<b>Net Total City Funds</b>	<b>85,862,651</b>	<b>125,421,411</b>	<b>-</b>	<b>(98,903,204)</b>	<b>(48,014,698)</b>	<b>(21,496,492)</b>	<b>64,366,159</b>

\*\* Enterprise funds report working capital balance

## Summary of Inter-Fund Transfers Fiscal Year 2019-20

<b>From:</b>	<b>To:</b>	<b>Amount</b>
General Fund	Debt Service Fund	(1,613,890)
	Senior Grant Fund	(35,455)
	Senior Nutrition Program Fund	(52,344)
	Successor Agency Housing Fund	(265,700)
	Building/Facility Renovation	(581,618)
	Computer & Equipment Replacement	(150,000)
	Vehicle Replacement	(500,000)
	NASC Equipment Replacement	(100,000)
	Irrevocable OPEB Trust	(984,600)
	Irrevocable Pension Trust	(1,000,000)
<b>Total General Fund Transfers Out</b>		<b><u>\$ (5,283,607)</u></b>
Proposition A	Transportation - Operations	<b><u>\$ (1,665,980)</u></b>
Proposition C	Transportation - Operations	<b><u>\$ (122,017)</u></b>
Parking Structure Operations	Debt Service Fund	<b><u>\$ (254,512)</u></b>

## Summary of Inter-Fund Transfers Fiscal Year 2019-20

<b>To:</b>	<b>From:</b>	<b>Amount</b>
Debt Service Fund	General Fund	1,613,890
	Parking Structure Operations	254,512
<b>Total Debt Service Transfers In</b>		<b>\$ 1,868,402</b>
Senior Grant Fund	General Fund	<b>\$ 35,455</b>
Senior Nutrition Program Fund	General Fund	<b>\$ 52,344</b>
Successor Agency Housing Fund	General Fund	<b>\$ 265,700</b>
Building/Facility Renovation	General Fund	<b>\$ 581,618</b>
Computer & Equipment Replacement	General Fund	<b>\$ 150,000</b>
Vehicle Replacement	General Fund	<b>\$ 500,000</b>
NASC Equipment Replacement	General Fund	<b>\$ 100,000</b>
Irrevocable Post Employment Benefit Trust Fund	General Fund	<b>\$ 1,984,600</b>
Transportation - Operations	Proposition A	1,665,980
Transportation - Operations	Proposition C	122,017
<b>Total Transportation - Operations</b>		<b>\$ 1,787,997</b>

**CITY OF NORWALK**  
**ALL FUNDS - EXPENDITURE SUMMARY**

EXPENDITURES BY TYPE	GENERAL FUND			OTHER FUNDS			TOTAL ALL FUNDS		
	FY 18-19 ADOPTED BUDGET	FY 19-20 ADOPTED BUDGET	%	FY 18-19 ADOPTED BUDGET	FY 19-20 ADOPTED BUDGET	%	FY 18-19 ADOPTED BUDGET	FY 19-20 ADOPTED BUDGET	%
<i>Personnel</i>	25,198,651	25,592,627	102%	14,124,052	14,832,234	105%	39,322,703	40,424,861	103%
<i>Operations</i>	24,731,747	25,940,664	105%	25,097,457	24,936,714	99%	49,829,204	50,877,378	102%
<i>Operations Offset from Special Revenue Funds</i>	(2,394,838)	(2,366,564)	99%	2,394,838	2,366,564	99%	-	-	-
<i>Debt Service</i>	1,613,112	1,613,890	100%	791,382	795,125	100%	2,404,494	2,409,015	100%
<b>TOTAL OPERATIONS &amp; MAINTENANCE</b>	<b>49,148,672</b>	<b>50,780,617</b>	<b>103%</b>	<b>42,407,729</b>	<b>42,930,637</b>	<b>101%</b>	<b>91,556,401</b>	<b>93,711,254</b>	<b>102%</b>
<i>Capital Outlay</i>	173,692	539,960	311%	2,869,739	7,090,064	247%	3,043,431	7,630,024	251%
<i>Transfers - Building Renovation projects</i>	-	331,618	-	-	-	-	-	331,618	-
<i>Transfers - Capital Reserves</i>	425,000	1,000,000	235%	-	-	-	425,000	1,000,000	235%
<i>Transfers - Pension</i>	1,000,000	1,000,000	100%	-	-	-	1,000,000	1,000,000	100%
<i>Capital Improvement</i>	220,959	183,959	83%	46,985,732	47,830,739	102%	47,206,691	48,014,698	102%
<b>TOTAL CITY BUDGET</b>	<b>50,968,323</b>	<b>53,836,154</b>	<b>106%</b>	<b>92,263,200</b>	<b>97,851,440</b>	<b>106%</b>	<b>143,231,523</b>	<b>151,687,594</b>	<b>106%</b>

**CITY OF NORWALK**  
**ALL FUNDS - FULL TIME POSITIONS AND PART TIME HOURS**

Position Title	Budget FY 18-19		Budget FY 19-20		Variance FY'20 vs FY'19	
	Full Time Positions	Part Time Hours	Full Time Positions	Part Time Hours	Full Time Positions	Part Time Hours
<b>Mayor &amp; Council</b>						
Executive Assistant	1		1		-	-
<b>Total Mayor &amp; Council</b>	<b>1</b>		<b>1</b>		<b>-</b>	<b>-</b>
<b>Administration</b>						
City Manager	1		1		-	-
Deputy City Manager	1		1		-	-
Senior Executive Assistant	1		1		-	-
Office Assistant II		1,560		1,560	-	-
<b>Total</b>	<b>3</b>	<b>1,560</b>	<b>3</b>	<b>1,560</b>	<b>-</b>	<b>-</b>
<b>Management Services</b>						
Administrative Services Manager	1		1		-	-
Management Analyst	1		1		-	-
Public Safety Officer I		34		34	-	-
<b>Total</b>	<b>2</b>	<b>34</b>	<b>2</b>	<b>34</b>	<b>-</b>	<b>-</b>
<b>Communications &amp; Public Affairs</b>						
Communications & Public Affairs Manager	1		1		-	-
Sr. Management Analyst	1		1		-	-
Creative Coordinator	1		1		-	-
Office Assistant III	1		1		-	-
Recreation Leader II		500		500	-	-
Community Info Assistant		2,080		2,080	-	-
<b>Total</b>	<b>4</b>	<b>2,580</b>	<b>4</b>	<b>2,580</b>	<b>-</b>	<b>-</b>
<b>Cable TV</b>						
Production Supervisor	1		1		-	-
Production Specialist		1,950		1,950	-	-
Production Assistant		2,912		2,912	-	-
<b>Total</b>	<b>1</b>	<b>4,862</b>	<b>1</b>	<b>4,862</b>	<b>-</b>	<b>-</b>
<b>Total Administration</b>	<b>10</b>	<b>9,036</b>	<b>10</b>	<b>9,036</b>	<b>-</b>	<b>-</b>

**CITY OF NORWALK**  
**ALL FUNDS - FULL TIME POSITIONS AND PART TIME HOURS**

Position Title	Budget FY 18-19		Budget FY 19-20		Variance FY'20 vs FY'19	
	Full Time Positions	Part Time Hours	Full Time Positions	Part Time Hours	Full Time Positions	Part Time Hours
<b>City Clerk</b>						
City Clerk	1		1		-	-
Assistant City Clerk	1		1		-	-
Deputy City Clerk	1		1		-	-
Office Assistant II	1		1		-	-
Office Assistant I	2	1,850	2	-	-	(1,850)
<b>Total</b>	<b>6</b>	<b>1,850</b>	<b>6</b>	<b>-</b>	<b>-</b>	<b>(1,850)</b>
<b>MIS</b>						
Information Systems Specialist		2,000		2,000	-	-
<b>Total</b>	<b>-</b>	<b>2,000</b>	<b>-</b>	<b>2,000</b>	<b>-</b>	<b>-</b>
<b>Total City Clerk</b>	<b>6</b>	<b>3,850</b>	<b>6</b>	<b>2,000</b>	<b>-</b>	<b>(1,850)</b>
<b>Human Resources</b>						
Director of Human Resources/Risk Manager	1		1		-	-
Sr. Human Resources Analyst	2		2		-	-
Human Resources Technician	1		1		-	-
Office Assistant II	1	1,560	1	1,560	-	-
<b>Total Human Resources</b>	<b>5</b>	<b>1,560</b>	<b>5</b>	<b>1,560</b>	<b>-</b>	<b>-</b>
<b>Finance</b>						
Director of Finance/City Treasurer	1		1		-	-
Controller/Deputy Treasurer	1		1		-	-
Senior Accountant	1		1		-	-
Purchasing Agent	1		1		-	-
Payroll Specialist	1		1		-	-
Account Clerk III	3		3		-	-
Account Clerk II	5	1,820	5	1,820	-	-
<b>Total Finance</b>	<b>13</b>	<b>1,820</b>	<b>13</b>	<b>1,820</b>	<b>-</b>	<b>-</b>
<b>GENERAL GOVERNMENT SUBTOTAL</b>	<b>35</b>	<b>16,266</b>	<b>35</b>	<b>14,416</b>	<b>-</b>	<b>(1,850)</b>



**CITY OF NORWALK**  
**ALL FUNDS - FULL TIME POSITIONS AND PART TIME HOURS**

Position Title	Budget FY 18-19		Budget FY 19-20		Variance FY'20 vs FY'19	
	Full Time Positions	Part Time Hours	Full Time Positions	Part Time Hours	Full Time Positions	Part Time Hours
<b>Public Safety</b>						
Director of Public Safety	1		1		-	-
Management Analyst	2		2		-	-
Public Safety Technician	1		1		-	-
Office Assistant II	2		2		-	-
Public Safety Officer III	4		4		-	-
Public Safety Officer II	1	1,040	1	1,040	-	-
Public Safety Officer I		36,863		36,325	-	(538)
Public Safety Dispatcher		9,114		9,114	-	-
<b>Total</b>	<b>11</b>	<b>47,017</b>	<b>11</b>	<b>46,479</b>	<b>-</b>	<b>(538)</b>
<b>Code Compliance</b>						
Senior Code Compliance Inspector	1		1		-	-
Code Compliance Inspector	5	1,000	5	1,000	-	-
Office Assistant II	1		1		-	-
<b>Total</b>	<b>7</b>	<b>1,000</b>	<b>7</b>	<b>1,000</b>	<b>-</b>	<b>-</b>
<b>Family Resource Program &amp; Gang Prevention</b>						
Community Worker	2		2		-	-
<b>Total</b>	<b>2</b>		<b>2</b>		<b>-</b>	<b>-</b>
<b>Homeless Outreach</b>						
Maintenance Worker III	-		1		1	-
Maintenance Worker II	-		1		1	-
Public Safety Officer II		2,080		3,120	-	1,040
Public Safety Officer I		2,000		2,270	-	270
<b>Total</b>	<b>-</b>	<b>4,080</b>	<b>2</b>	<b>5,390</b>	<b>2</b>	<b>1,310</b>
<b>PUBLIC SAFETY SUBTOTAL</b>	<b>20</b>	<b>52,097</b>	<b>22</b>	<b>52,869</b>	<b>2</b>	<b>772</b>

**CITY OF NORWALK**  
**ALL FUNDS - FULL TIME POSITIONS AND PART TIME HOURS**

Position Title	Budget FY 18-19		Budget FY 19-20		Variance FY'20 vs FY'19	
	Full Time Positions	Part Time Hours	Full Time Positions	Part Time Hours	Full Time Positions	Part Time Hours
<b>Public Services Administration</b>						
Deputy City Manager	1		1		-	-
Director of Public Services	1		1		-	-
Public Services Manager	1		1		-	-
Special Project Coordinator	1		1		-	-
Management Analyst	1		1		-	-
Payroll Personnel Tech.	1		1		-	-
Office Assistant II	1		1		-	-
Office Assistant I		910	-	910	-	-
Maintenance Assistant		300		300	-	-
Recreation Leader II		125		125	-	-
<b>Total</b>	<b>7</b>	<b>1,335</b>	<b>7</b>	<b>1,335</b>	<b>-</b>	<b>-</b>
<b>Engineering</b>						
Associate Engineer	2		2		-	-
Assistant Engineer	2		2		-	-
Engineering Technician	1		1		-	-
Office Assistant II	1		1		-	-
<b>Total</b>	<b>6</b>	<b>-</b>	<b>6</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Facilities Maintenance</b>						
Maintenance Supervisor	1		1		-	-
Maintenance Worker III	2		2		-	-
Maintenance Worker II	4		4		-	-
Maintenance Worker I	4		4		-	-
Maintenance Assistant		8,060		8,580	-	520
Youth Worker		520		-	-	(520)
<b>Total</b>	<b>11</b>	<b>8,580</b>	<b>11</b>	<b>8,580</b>	<b>-</b>	<b>-</b>
<b>Parks Landscape &amp; Facilities Maintenance</b>						
Maintenance Supervisor	2		2		-	-
Maintenance Worker III	3		3		-	-
Maintenance Worker II	7		7		-	-
Maintenance Worker I	7		6		(1)	-
Maintenance Assistant		6,240		8,580	-	2,340
<b>Total</b>	<b>19</b>	<b>6,240</b>	<b>18</b>	<b>8,580</b>	<b>(1)</b>	<b>2,340</b>

**CITY OF NORWALK**  
**ALL FUNDS - FULL TIME POSITIONS AND PART TIME HOURS**

Position Title	Budget FY 18-19		Budget FY 19-20		Variance FY'20 vs FY'19	
	Full Time Positions	Part Time Hours	Full Time Positions	Part Time Hours	Full Time Positions	Part Time Hours
<b>Streets &amp; Graffiti</b>						
Maintenance Supervisor	1		1		-	-
Maintenance Worker III	1		1		-	-
Maintenance Worker II	5		2		(3)	-
Maintenance Worker I	2		3		1	-
Facility Maintenance II	1		1		-	-
Maintenance Assistant		2,600		1,300	-	(1,300)
<b>Total</b>	<b>10</b>	<b>2,600</b>	<b>8</b>	<b>1,300</b>	<b>(2)</b>	<b>(1,300)</b>
<b>Trees &amp; Greenscape</b>						
Maintenance Supervisor	1		1		-	-
Maintenance Worker III	1		1		-	-
Maintenance Worker I	1		1		-	-
Facility Maintenance II	1		1		-	-
Tree Trimmer II	1		1		-	-
Tree Trimmer I	2		2		-	-
Maintenance Assistant		1,040		1,040	-	-
<b>Total</b>	<b>7</b>	<b>1,040</b>	<b>7</b>	<b>1,040</b>	<b>-</b>	<b>-</b>
<b>Traffic &amp; Signals</b>						
Maintenance Worker III	1		1		-	-
Maintenance Worker II	1		2		1	-
Facility Maintenance I	1		1		-	-
Traffic Signal Technician II	1		1		-	-
Traffic Signal Technician I	1		1		-	-
Maintenance Assistant		1,040		-	-	(1,040)
<b>Total</b>	<b>5</b>	<b>1,040</b>	<b>6</b>	<b>-</b>	<b>1</b>	<b>(1,040)</b>
<b>Water &amp; Sewer</b>						
Utilities & Project Manager	1		1		-	-
Water Utilities Supervisor	1		1		-	-
Water Service Worker II	2		2		-	-
Water Service Worker I	1		1		-	-
Office Assistant II		910		910	-	-
<b>Total</b>	<b>5</b>	<b>910</b>	<b>5</b>	<b>910</b>	<b>-</b>	<b>-</b>
<b>PUBLIC SERVICES SUBTOTAL:</b>	<b>70</b>	<b>21,745</b>	<b>68</b>	<b>21,745</b>	<b>(2)</b>	<b>-</b>

**CITY OF NORWALK**  
**ALL FUNDS - FULL TIME POSITIONS AND PART TIME HOURS**

Position Title	Budget FY 18-19		Budget FY 19-20		Variance FY'20 vs FY'19	
	Full Time Positions	Part Time Hours	Full Time Positions	Part Time Hours	Full Time Positions	Part Time Hours
<b>Social Services</b>						
Director of Social Services	1		-		(1)	-
Social Services Manager	1		1		-	-
Social Services Coordinator	-		1		1	-
Senior Center Manager	1		1		-	-
Senior Services Coordinator	1		1		-	-
Child Care Program Manager	1		1		-	-
Child Care Program Supervisor	1		1		-	-
Child Care Coordinator	-		1		1	-
Social Services Supervisor	-		1		1	-
Recreation Supervisor	1		1		-	-
Executive Assistant	1		1		-	-
Office Assistant III	1		1		-	-
Office Assistant II	1		1		-	-
Office Assistant I	1	-	1	1,600	-	1,600
Intake Specialist	1		1		-	-
Social Services Worker II	3		5		2	-
Eligibility Worker	2	1,560	-	1,560	(2)	-
Social Services Worker I		1,616		4,760	-	3,144
Payment Specialist	1	-	-	1,560	(1)	1,560
Quality Control Specialist	-	1,568	1	-	1	(1,568)
Dispute Resolution Coordinator		1,828			-	(1,828)
Children's Dental Program Clerk		1,608		-	-	(1,608)
Recreation Leader I		-		1,500	-	1,500
Recreation Leader II		10,324		8,714	-	(1,610)
Recreation Leader III		3,010		1,870	-	(1,140)
Senior Program Aide		1,508		1,508	-	-
Site Manager		-		3,120	-	3,120
Dishwasher		-		1,560	-	1,560
Nutrition Program Aide		-		4,160	-	4,160
Home Delivered Driver				3,120	-	3,120
<b>TOTAL SOCIAL SERVICES</b>	<b>18</b>	<b>23,022</b>	<b>20</b>	<b>35,032</b>	<b>2</b>	<b>12,010</b>

**CITY OF NORWALK**  
**ALL FUNDS - FULL TIME POSITIONS AND PART TIME HOURS**

Position Title	Budget FY 18-19		Budget FY 19-20		Variance FY'20 vs FY'19	
	Full Time Positions	Part Time Hours	Full Time Positions	Part Time Hours	Full Time Positions	Part Time Hours
<b>Recreation</b>						
Director of Recreation & Park Services	1		1		-	-
Recreation & Parks Superintendent	1		1		-	-
Recreation Supervisor	4		4		-	-
Recreation Coordinator	4		4		-	-
Office Assistant III	2		2		-	-
Office Assistant II	1		1		-	-
Recreation Leader III		9,880		9,880	-	-
Recreation Leader II		59,688		59,688	-	-
Recreation Leader I		8,599		8,599	-	-
Youth Worker		10,876		10,876	-	-
Boxing Trainer		2,080		2,080	-	-
Senior Lifeguard		2,294		2,294	-	-
Instructor Guard		7,264		7,264	-	-
Lifeguard		4,072		4,072	-	-
					-	-
<b>TOTAL RECREATION</b>	<b>13</b>	<b>104,753</b>	<b>13</b>	<b>104,753</b>	<b>-</b>	<b>-</b>

**CITY OF NORWALK**  
**ALL FUNDS - FULL TIME POSITIONS AND PART TIME HOURS**

Position Title	Budget FY 18-19		Budget FY 19-20		Variance FY'20 vs FY'19	
	Full Time Positions	Part Time Hours	Full Time Positions	Part Time Hours	Full Time Positions	Part Time Hours
<b>Community Development</b>						
Director of Community Development	1		1		-	-
Senior Management Analyst	1		1		-	-
Management Analyst	1		1		-	-
Office Assistant III	1		1		-	-
Office Assistant II	4		4		-	-
Administrative Secretary	1		1		-	-
Building & Safety Manager	1		1		-	-
Senior Building Inspector	1		1		-	-
Building Inspector II	1		1		-	-
Building Inspector I	1		1		-	-
Permit Technician	3		3		-	-
Planning Manager	1		1		-	-
Senior Planner	2		2		-	-
Assistant Planner	2		2		-	-
Economic Development Coordinator	1		1		-	-
Housing Manager	1		1		-	-
Community Development Specialist	1		1		-	-
Community Development Assistant	1		1		-	-
Housing Specialist II	1		1		-	-
Housing Specialist I	2		2		-	-
					-	-
<b>TOTAL COMMUNITY DEVELOPMENT</b>	<b>28</b>	<b>-</b>	<b>28</b>	<b>-</b>	<b>-</b>	<b>-</b>

**CITY OF NORWALK**  
**ALL FUNDS - FULL TIME POSITIONS AND PART TIME HOURS**

Position Title	Budget FY 18-19		Budget FY 19-20		Variance FY'20 vs FY'19	
	Full Time Positions	Part Time Hours	Full Time Positions	Part Time Hours	Full Time Positions	Part Time Hours
<b>Transit</b>						
Executive Regional Director of Transportation	1		1		-	-
Transit Administration Officer	1		1		-	-
Senior Management Analyst	2		2		-	-
Payroll Personnel Technician	1		1		-	-
Office Assistant III	1		1		-	-
Office Assistant II	3		3		-	-
Office Assistant I	1	3,952	1	3,952	-	-
Transit Administrative Specialist	-		1		1	-
Customer Service Assistant	1		-		(1)	-
Manager of Transit Operations	1		1		-	-
Transit Safety & Training Coordinator	2		2		-	-
Fleet Maintenance Manager	1		1		-	-
Lead Equipment Mechanic	2		2		-	-
Mechanic	8		8		-	-
Storekeeper II	1		1		-	-
Transit Operations Supervisor	6		6		-	-
Transit Admin Specialist	1		1		-	-
Dispatcher	1		1		-	-
Coach Operators	35		35		-	-
Coach Operators - On Call		47,031		47,031	-	-
Coach Operator Trainee		1,618		1,618	-	-
Equipment Service Helper		9,984		9,984	-	-
					-	-
<b>TOTAL TRANSIT</b>	<b>69</b>	<b>62,585</b>	<b>69</b>	<b>62,585</b>	<b>-</b>	<b>-</b>
<b>ALL FUNDS TOTAL</b>	<b>253</b>	<b>280,468</b>	<b>255</b>	<b>291,400</b>	<b>2</b>	<b>10,932</b>

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

REVENUE DESCRIPTION	FY 18-19 ADOPTED BUDGET	FY 18-19 ESTIMATED ACTUAL	FY 19-20 ADOPTED BUDGET	VARIANCE FY 19-20 BUDGET vs. FY 18-19 BUDGET	
				%	AMOUNT
PROP TAX-S.E. REC & PARK AREA	3,071,000	3,071,000	3,207,800	4%	136,800
PROPERTY TAX IN-LIEU/VLF	11,646,200	11,646,200	12,150,000	4%	503,800
NO/LOW PROPERTY TAX - COUNTY	4,150,000	4,150,000	4,334,800	4%	184,800
SA RDAs - AB 1484 ALLOCATIONS	180,000	180,000	181,800	1%	1,800
<b>REAL-PROPERTY VALUE DERIVED REVENUES:</b>	<b>19,047,200</b>	<b>19,047,200</b>	<b>19,874,400</b>	<b>4%</b>	<b>827,200</b>
SALES & USE TAXES (STATE)	11,250,000	11,250,000	11,400,400	1%	150,400
UTILITY USER TAX	4,850,000	4,850,000	4,800,000	-1%	(50,000)
TRANSIENT OCCUPANCY TAX	1,600,000	1,600,000	1,656,500	4%	56,500
FRANCHISE FEE	2,134,100	2,134,100	2,376,300	11%	242,200
FRANCHISE - CABLE TV	700,900	700,900	707,900	1%	7,000
BUSINESS LICENSE	894,000	894,000	919,200	3%	25,200
REAL PROPERTY TRANSFER TAX	300,000	300,000	306,000	2%	6,000
<b>OTHER TAXES &amp; FRANCHISES:</b>	<b>21,729,000</b>	<b>21,729,000</b>	<b>22,166,300</b>	<b>2%</b>	<b>437,300</b>
<b>OTHER GENERAL REVENUES</b>	<b>2,735,330</b>	<b>2,749,006</b>	<b>3,279,560</b>	<b>20%</b>	<b>544,230</b>
<b>PUBLIC SAFETY REVENUES</b>	<b>1,391,000</b>	<b>1,444,803</b>	<b>1,446,500</b>	<b>4%</b>	<b>55,500</b>
<b>PUBLIC SERVICES REVENUES</b>	<b>156,650</b>	<b>168,241</b>	<b>587,500</b>	<b>275%</b>	<b>430,850</b>
<b>SOCIAL SERVICES REVENUES</b>	<b>28,250</b>	<b>31,250</b>	<b>31,030</b>	<b>10%</b>	<b>2,780</b>
<b>RECREATION &amp; PARKS REVENUES</b>	<b>729,350</b>	<b>825,774</b>	<b>726,850</b>	<b>0%</b>	<b>(2,500)</b>
<b>COMMUNITY DEVELOPMENT REVENUES</b>	<b>1,270,700</b>	<b>1,222,010</b>	<b>1,195,900</b>	<b>-6%</b>	<b>(74,800)</b>
<b>TOTAL - GENERAL FUND REVENUES</b>	<b>\$ 47,087,480</b>	<b>\$ 47,217,284</b>	<b>\$ 49,308,040</b>	<b>5%</b>	<b>2,220,560</b>



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

EXPENDITURES BY TYPE	FY 18-19 ADOPTED BUDGET	FY 19-20 ADOPTED BUDGET	VARIANCE	
			%	AMOUNT
SALARIES & WAGES	16,135,826	16,045,942	-1%	(89,884)
BENEFITS	8,078,225	8,562,085	6%	483,860
TRANSFER TO OPEB TRUST	984,600	984,600	0%	-
<b>TOTAL PERSONNEL COST</b>	<b>25,198,651</b>	<b>25,592,627</b>	<b>2%</b>	<b>393,976</b>
LA COUNTY SHERIFF CONTRACT	12,111,800	12,635,000	4%	523,200
CONTRACT SERVICES	5,839,660	6,277,728	8%	438,068
UTILITIES	2,404,500	2,308,150	-4%	(96,350)
INSURANCE	714,415	917,568	28%	203,153
DEBT SERVICE	1,613,112	1,613,890	0%	778
OTHER OPERATING COSTS	3,661,372	3,802,218	4%	140,846
MINOR CAPITAL OUTLAYS	173,692	539,960	211%	366,268
<b>TOTAL OPERATIONS</b>	<b>51,717,202</b>	<b>53,687,141</b>	<b>4%</b>	<b>1,969,939</b>
<b>Less Transfers In From Special Revenue Funds To Offset General Fund Street Maintenance Cost:</b>				
GAS TAX/ HIGHWAY USER TAX - SECTION 2103	(2,256,965)	(2,094,000)	-7%	162,965
OTHER SPECIAL REVENUE FUNDS	(137,873)	(272,564)	98%	(134,691)
<b>TOTAL OPERATIONAL TRANSFERS (IN)/OUT</b>	<b>(2,394,838)</b>	<b>(2,366,564)</b>	<b>-1%</b>	<b>28,274</b>
<b>NET OPERATIONS AND CAPITAL OUTLAY</b>	<b>\$ 49,322,364</b>	<b>\$ 51,320,577</b>	<b>4%</b>	<b>\$ 1,998,213</b>
CAPITAL IMPROVEMENT PROJECTS	220,959	183,959	-17%	(37,000)
TRANSFERS TO CAPITAL RESERVE FUNDS	425,000	1,331,618	213%	906,618
TRANSFER TO PENSION TRUST	1,000,000	1,000,000	0%	-
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>\$ 50,968,323</b>	<b>\$ 53,836,154</b>	<b>6%</b>	<b>\$ 2,867,831</b>

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

EXPENDITURES BY DEPARTMENT	FY 18-19 ADOPTED BUDGET	FY 19-20 ADOPTED BUDGET	VARIANCE	
			%	AMOUNT
MAYOR / COUNCIL & BOARDS	474,366	465,546	-2%	(8,820)
ADMINISTRATION	841,776	891,829	6%	50,053
CITY ATTORNEY	360,000	360,000	0%	-
MANAGEMENT SERVICES	487,373	496,758	2%	9,385
COMMUNICATIONS & PUBLIC AFFAIRS	821,613	865,489	5%	43,876
CABLE TV	288,245	296,245	3%	8,000
MIS - NETWORK CONTRACTOR	610,473	726,862	19%	116,389
CITY CLERK	813,897	902,649	11%	88,752
HUMAN RESOURCES	2,716,351	2,991,780	10%	275,429
FINANCE	2,102,075	2,226,046	6%	123,971
DEBT SERVICE	1,613,112	1,613,890	0%	778
PUBLIC SAFETY	16,696,928	17,585,382	5%	888,454
PUBLIC SERVICES	11,162,269	11,478,178	3%	315,909
SOCIAL SERVICES	2,555,438	2,493,591	-2%	(61,847)
RECREATION	4,654,241	4,742,494	2%	88,253
COMMUNITY DEVELOPMENT	3,124,207	3,183,838	2%	59,631
<b>TOTAL ALL DEPARTMENTS - OPERATIONS &amp; MINOR CAPITAL OUTLAYS</b>	<b>\$ 49,322,364</b>	<b>\$ 51,320,577</b>	<b>4%</b>	<b>1,998,213</b>
CAPITAL IMPROVEMENT PROJECTS	220,959	183,959	-17%	(37,000)
TRANSFERS TO CAPITAL RESERVE FUNDS	425,000	1,331,618	213%	906,618
TRANSFER TO PENSION TRUST	1,000,000	1,000,000	0%	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 50,968,323</b>	<b>\$ 53,836,154</b>	<b>6%</b>	<b>\$ 2,867,831</b>

## REVENUES - GENERAL FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	FY 19-20 ADOPTED BUDGET
<b>FUND - 101 - GENERAL FUND</b>						
<b>FUNCTION - 10 - GENERAL GOVERNMENT</b>						
101-10-0000	4011	SECURED TAX-222. 21 (S.E. Recr. Area)	2,914,329	3,109,852	3,071,000	3,207,800
101-10-0000	4012	PROPERTY TAX IN-LIEU/VLF	10,430,453	10,967,928	11,646,200	12,150,000
101-10-0000	4412	NO/LOW PROPERTY TAX-222.01	3,946,781	4,246,599	4,150,000	4,334,800
101-10-0000	4015	SA RDA - AB 1484 ALLOCATIONS	317,171	715,284	180,000	181,800
<b>REAL-PROPERTY VALUE RELATED REVENUES:</b>			<b>17,608,735</b>	<b>19,039,663</b>	<b>19,047,200</b>	<b>19,874,400</b>
101-10-0000	4021	SALES & USE TAXES (STATE)	10,264,892	11,078,770	11,250,000	11,400,400
101-10-0000	4022	UTILITY USER TAX	5,093,361	4,848,872	4,850,000	4,800,000
101-10-0000	4023	TRANSIENT OCCUPANCY TAX	1,544,811	1,593,203	1,600,000	1,656,500
101-10-0000	4024	FRANCHISE TAX	1,091,735	1,135,732	2,134,100	2,376,300
101-10-0000	4025	FRANCHISE - CABLE TV	694,608	701,248	700,900	707,900
101-10-0000	4026	BUSINESS LICENSE	857,171	880,709	894,000	919,200
101-10-0000	4027	REAL PROPERTY TRANSFER TAX	303,064	318,603	300,000	306,000
<b>TAXES &amp; FRANCHISES:</b>			<b>19,849,642</b>	<b>20,557,138</b>	<b>21,729,000</b>	<b>22,166,300</b>
101-10-0000	4116	FIREWORKS PERMITS	11,720	10,387	11,000	11,000
101-10-0000	4119	PERMITS - MISC. OTHER	22,414	24,155	25,000	25,300
101-10-0000	4131	ANIMAL LICENSE	314,265	311,572	315,000	325,000
<b>LICENSES &amp; PERMITS:</b>			<b>348,399</b>	<b>346,114</b>	<b>351,000</b>	<b>361,300</b>

## REVENUES - GENERAL FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	FY 19-20 ADOPTED BUDGET
101-10-0000	4222	WASTE MANAGEMENT FORFEITS	4,568	35,321	10,000	10,000
101-10-0000	4235	RETURNED CHECK FEES	210	490	300	300
101-10-0000	4238	LATE PMT PENALTIES & INT	-	13,213	-	-
101-10-0000	4237	ANIMAL LIC/DELINQUENT CHARGE	35,989	24,889	28,000	33,000
<b>PENALTIES:</b>			<b>40,767</b>	<b>73,913</b>	<b>38,300</b>	<b>43,300</b>
101-10-0000	4311	INTEREST EARNINGS	219,234	186,030	200,000	245,000
101-10-0000	4312	INTEREST - LOANS TO OTHER FUNDS	587,271	569,748	126,300	577,740
101-10-0000	4315	INTEREST INCOME-GASB #31	(318,769)	(594,594)	-	-
101-10-0000	4316	PURCHASING DISCOUNTS	20,074	22,175	18,000	20,000
101-10-0000	4318	CASH OVERAGE/SHORTAGE	(39)	73	-	-
101-10-0000	4321	RENTAL-NWK AUTO AUCTION	608,182	624,510	636,800	661,400
101-10-0000	4323	RENTAL-FACILITIES RESERV	1,474	1,512	1,000	1,000
101-10-0000	4326	RENTAL & USE PROPERTY/OTHER	31,514	20,232	30,000	30,000
<b>USE OF MONEY &amp; PROPERTY:</b>			<b>1,148,941</b>	<b>829,686</b>	<b>1,012,100</b>	<b>1,535,140</b>
101-10-0000	4413	MOTOR VEHICLE LICENSE FEE	47,284	55,559	51,000	56,000
<b>STATE TAX:</b>			<b>47,284</b>	<b>55,559</b>	<b>51,000</b>	<b>56,000</b>

## REVENUES - GENERAL FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	FY 19-20 ADOPTED BUDGET
101-10-0000	4441	USE OIL RECYCLING PROGRAM	29,688	28,505	28,500	29,500
101-10-0000	4444	E-WASTE COLLECTION REIMB	882	1,260	1,000	1,000
101-10-0000	4446	BEVERAGE CONTAINER RECYCLING	27,290	26,447	26,330	26,770
101-10-0000	4447	STATE MANDATED COST REIMB	342	59,254	30,000	30,000
101-10-0000	4449	STATE GRANTS - OTHER	-	81,120	-	-
101-10-0000	4491	PEG CONTRIBUTIONS	138,919	140,484	140,180	141,600
<b>STATE &amp; OTHER AGENCIES:</b>			<b>197,121</b>	<b>337,070</b>	<b>226,010</b>	<b>228,870</b>
101-10-0000	4507	ADA SB 1186 FEE	2,905	10,454	10,080	10,080
101-10-0000	4516	BUS LICENSE PROCESSING FEES	82,562	74,318	75,000	80,000
101-10-0000	4525	DUPLICATION SERVICE CHARGES	4,015	3,131	4,500	4,500
<b>FEES FOR SERVICES:</b>			<b>89,483</b>	<b>87,903</b>	<b>89,580</b>	<b>94,580</b>
101-10-0000	4611	SALE OF EQUIPMENT & SCRAP	10,746	36,430	15,000	15,000
101-10-0000	4621	REIMB/SHARED EXPENSES	24,572	228,197	31,440	27,870
101-10-0000	4622	LABOR RECOVERY	(2,819)	(2,273)	-	-
101-10-0000	4623	ADMIN REIMB / OTHER FUNDS	840,700	837,600	880,000	876,600
101-10-0000	4624	SETTLEMENT	-	13,183	-	-
101-10-0000	4625	DAMAGE RECOVERIES	12,255	(2,838)	10,000	10,000
101-10-0000	4626	INSURANCE REFUND	33,128	19,861	10,000	10,000
<b>OTHER REVENUES:</b>			<b>918,582</b>	<b>1,130,160</b>	<b>946,440</b>	<b>939,470</b>

## REVENUES - GENERAL FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	FY 19-20 ADOPTED BUDGET
101-10-0000	4690	MISC OTHER REVENUE	7,961	14,808	5,000	5,000
101-10-0000	4691	DELINQUENT TRASH COLLECT	19,979	22,032	15,000	15,000
101-10-0000	4694	UNION DUES PROCESSING	382	355	400	400
101-10-0000	4696	COLLECTION AGENCY REVENUE	800	-	500	500
<b>MISC. REVENUES:</b>			<b>29,122</b>	<b>37,195</b>	<b>20,900</b>	<b>20,900</b>
<b>TOTAL GENERAL GOVERNMENT:</b>			<b>40,278,075</b>	<b>42,494,401</b>	<b>43,511,530</b>	<b>45,320,260</b>

## REVENUES - GENERAL FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	FY 19-20 ADOPTED BUDGET
<b>FUND - 101 - GENERAL FUND</b>						
<b>FUNCTION - 20 - PUBLIC SAFETY</b>						
101-20-0000	4115	SPECIAL PARKING PERMITS	6,775	7,628	6,500	6,500
101-20-0000	4211	VEHICLE CODE-TRAFFIC	222,524	188,260	160,000	170,000
101-20-0000	4212	FINES - OTHER	45,752	32,165	35,000	35,000
101-20-0000	4213	LOCAL CODE ENFORCEMENT	999,915	1,137,803	1,000,000	1,010,000
101-20-0000	4214	DRIVING UNDER INFLUENCE	16,370	7,130	10,000	25,000
101-20-0000	4217	ILLEGAL FIREWORKS CITATIONS	6,682	2,845	37,500	50,000
101-20-0000	4261	ADMINISTRATIVE CITATIONS	11,927	11,142	8,500	13,000
<b>PENALTIES, FORFEIT &amp; FINES:</b>			<b>1,309,944</b>	<b>1,386,973</b>	<b>1,257,500</b>	<b>1,309,500</b>
101-20-0000	4524	ADMIN FEES - IMPOUNDED VEHICLES	82,400	91,812	80,000	80,000
101-20-0000	4543	VACANT PROPERTY REG & FEES	2,493	2,594	2,000	2,000
101-20-0000	4544	BOARD-UP ABATEMENT FEES	68,773	42,212	25,000	25,000
101-20-0000	4545	WEED & LITTER ABATM'T FEE	27,306	5,345	15,000	15,000
101-20-0000	4590	OTHER FEES FOR SERVICES	9,813	10,929	9,000	9,000
101-20-0000	4621	REIMB/SHARED EXPENSES	684	700	-	-
101-20-0000	4622	LABOR RECOVERY	(34)	443	-	-
101-20-0000	4625	DAMAGE RECOVERIES	(1,920)	962	-	1,000
101-20-0000	4692	PARENT/MINOR RESPONSIBILITY	(3,947)	(4,202)	2,500	5,000
<b>FEES FOR SERVICES:</b>			<b>185,568</b>	<b>150,795</b>	<b>133,500</b>	<b>137,000</b>
<b>TOTAL PUBLIC SAFETY:</b>			<b>1,495,513</b>	<b>1,537,768</b>	<b>1,391,000</b>	<b>1,446,500</b>

## REVENUES - GENERAL FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	FY 19-20 ADOPTED BUDGET
<b>FUND - 101 - GENERAL FUND</b>						
<b>FUNCTION - 30 - PUBLIC SERVICES</b>						
101-30-0000	4113	STREET OPENING PERMITS	-	-	120,000	110,000
101-30-0000	4438	OTHER LOCAL AGENCIES/Edison Rebates	58,490	7,866	10,000	75,000
101-30-0000	4518	WIRELESS PERMIT FEE	-	-	-	70,000
101-30-0000	4506	STORM WATER (MS4) INSPECTION	12,825	10,615	9,000	10,000
101-30-0000	4512	ENG/PLAN CHECKING FEES	-	4,636	8,000	13,000
101-30-0000	4514	ENG/INSPECTION FEES	-	816	900	1,000
101-30-0000	4621	REIMB/SHARED EXPENSES	6,841	6,885	3,000	3,000
101-30-0000	4625	DAMAGE RECOVERIES	-	580	5,000	5,000
101-30-0000	4690	MISC OTHER REVENUE	-	664	750	500
<b>PUBLIC SERVICE REVENUES:</b>			<b>78,155</b>	<b>32,062</b>	<b>156,650</b>	<b>287,500</b>
101-30-3305	4438	OTHER LOCAL AGENCIES/ Rebates	-	-	-	300,000
<b>CITY OWNED STREET LIGHTS:</b>			<b>-</b>	<b>-</b>	<b>-</b>	<b>300,000</b>
<b>TOTAL PUBLIC SERVICES:</b>			<b>78,155</b>	<b>32,062</b>	<b>156,650</b>	<b>587,500</b>



## REVENUES - GENERAL FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	FY 19-20 ADOPTED BUDGET
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### FUND - 101 - GENERAL FUND

#### FUNCTION - 40 - SOCIAL SERVICES

101-40-0000	4318	CASH OVERAGE/SHORTAGE	(1)	4	-	-
<b>USE OF MONEY &amp; PROPERTY:</b>			<b>(1)</b>	<b>4</b>	<b>-</b>	<b>-</b>
101-40-0000	4531	SENIOR TOURS	13,309	9,212	9,020	13,030
101-40-0000	4532	SENIOR CONTRACT CLASSES	5,529	4,493	7,230	3,000
101-40-0000	4533	SENIOR CENTER PROGRAMS	12,685	13,885	12,000	15,000
<b>FEES FOR SERVICES:</b>			<b>31,523</b>	<b>27,590</b>	<b>28,250</b>	<b>31,030</b>
<b>TOTAL SOCIAL SERVICES:</b>			<b>31,523</b>	<b>27,594</b>	<b>28,250</b>	<b>31,030</b>

### FUND - 101 - GENERAL FUND

#### FUNCTION - 50 - CULTURE AND RECREATION

101-50-0000	4318	CASH OVERAGE/SHORTAGE	38	(40)	-	-
101-50-0000	4324	FIELD RESERVATION-RECR	5,890	6,830	5,800	3,000
<b>USE OF PROPERTY:</b>			<b>9,928</b>	<b>6,790</b>	<b>5,800</b>	<b>3,000</b>

## REVENUES - GENERAL FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	FY 19-20 ADOPTED BUDGET
101-50-0000	4438	OTHER LOCAL AGENCIES	-	1,500	-	-
101-50-0000	4439	COUNTY GRANT PROP A	-	233,429	-	-
<b>LOCAL GRANTS:</b>			<b>-</b>	<b>234,929</b>	<b>-</b>	<b>-</b>
101-50-0000	4552	CONTRACT CLASSES	6,924	1,288	6,500	6,500
101-50-0000	4553	ADULT SPORTS	15,595	12,207	10,000	12,000
101-50-0000	4554	THERAPEUTIC RECREATION	14,679	12,742	11,500	11,500
101-50-0000	4555	DAY CAMPS	55,961	48,805	48,000	50,000
101-50-0000	4556	AQUATIC PROGRAM	168,105	175,469	145,000	150,000
101-50-0000	4557	TOT PROGRAMS	27,022	28,716	25,000	25,000
101-50-0000	4559	RECREATION SERVICES-OTHER	2,626	571	1,500	1,500
101-50-0000	4565	YOUTH SPORTS	67,553	70,277	64,000	66,000
<b>FEES FOR SERVICES:</b>			<b>358,465</b>	<b>350,075</b>	<b>311,500</b>	<b>322,500</b>
101-50-0000	4690	MISC OTHER REVENUE	520	5,295	1,350	1,350
<b>MISC REVENUE:</b>			<b>520</b>	<b>5,295</b>	<b>1,350</b>	<b>1,350</b>

## REVENUES - GENERAL FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	FY 19-20 ADOPTED BUDGET
101-50-5203	4318	CASH OVERAGE/SHORTAGE	(33)	(143)	-	-
101-50-5203	4323	RENTAL-AQUATICS	10,930	5,581	5,700	6,000
101-50-5208	4323	RENTAL- PARK FACILITIES	34,141	38,350	32,000	32,000
101-50-5506	4559	RECREATION SERVICES-OTHER	4,480	2,830	4,000	4,000
101-50-5508	4552	CONTRACT CLASSES- MARIACHI	5,840	7,293	7,500	7,500
101-50-5616	4690	CONCERT SHARE	-	15,905	16,000	-
101-50-5702	4318	CASH OVERAGE/SHORTAGE	-	(52)	-	-
101-50-5702	4323	RENTAL-NASC FACILITIES	171,093	212,549	180,000	180,000
101-50-5702	4552	CONTRACT CLASSES	46,998	69,636	50,000	55,000
101-50-5702	4561	NASC - ENTRY & MEMBERSHIP FEES	78,354	74,437	77,000	77,000
101-50-5702	4562	BOXING	15,057	16,285	15,000	15,000
101-50-5702	4690	MISC OTHER REVENUE	1,450	3,933	1,500	1,500
101-50-5732	4449	GRANTS - OTHER	-	5,220	-	-
101-50-5732	4552	CONTRACT CLASSES/CULTURAL ARTS	5,545	6,272	6,000	6,000
101-50-5732	4559	RECREATION SERVICES-CULTURAL ARTS	23,236	25,813	16,000	16,000
<b>FEES FOR SERVICES:</b>			<b>397,091</b>	<b>483,909</b>	<b>410,700</b>	<b>400,000</b>
<b>TOTAL CULTURE &amp; RECREATION:</b>			<b>766,004</b>	<b>1,080,998</b>	<b>729,350</b>	<b>726,850</b>

## REVENUES - GENERAL FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	FY 19-20 ADOPTED BUDGET
<b>FUND - 101 - GENERAL FUND</b>						
<b>FUNCTION - 61 - DEVELOPMENT SERVICES</b>						
101-61-0000	4111	BUILDING PERMITS	1,012,336	792,340	800,000	700,000
101-61-0000	4113	STREET OPENING PERMITS	129,423	123,345	-	15,000
101-61-0000	4114	SIGN PERMITS	7,268	4,650	7,000	7,000
<b>LICENSES &amp; PERMITS:</b>			<b>1,149,027</b>	<b>920,335</b>	<b>807,000</b>	<b>722,000</b>
101-61-0000	4505	STORM WATER PLAN CHECK FEE	-	-	1,000	1,000
101-61-0000	4508	GREEN BUILDING ORDINANCE	217	185	300	300
101-61-0000	4509	SMIP FEES	266	205	400	600
101-61-0000	4511	PLANNING & ZONING FEES	178,153	167,782	150,000	175,000
101-61-0000	4513	BLD & SFTY/PLAN CHECKING	305,957	204,560	250,000	250,000
101-61-0000	4519	PLAN/RECORDS RECOVERY FEE	47,178	37,797	40,000	35,000
101-61-0000	4526	ADMIN PROCESSING FEES (WMP)	17,917	17,136	18,000	12,000
<b>FEES FOR SERVICES:</b>			<b>546,283</b>	<b>427,665</b>	<b>459,700</b>	<b>473,900</b>
101-61-0000	4622	LABOR RECOVERY	3,589	-	4,000	-
<b>MISC REVENUE:</b>			<b>3,589</b>	<b>-</b>	<b>4,000</b>	<b>-</b>
<b>TOTAL DEVELOPMENT SERVICES:</b>			<b>1,716,815</b>	<b>1,348,000</b>	<b>1,270,700</b>	<b>1,195,900</b>
<b>TOTAL GENERAL FUND OPERATIONAL REVENUE:</b>			<b>44,366,085</b>	<b>46,520,823</b>	<b>47,087,480</b>	<b>49,308,040</b>

## REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	FY 19-20 ADOPTED BUDGET
<b>FUND - 203 - CHILD CARE</b>						
203-40-0000	4439	COUNTY GRANTS-OTHER	1,203,804	1,212,659	1,178,667	1,136,011
203-40-0000	4449	STATE GRANTS - OTHER	2,650,026	3,304,803	3,453,846	3,523,100
203-40-0000	4628	PARENT FEES	94,353	65,474	120,000	102,000
<b>TOTAL CHILD CARE FUND REVENUE:</b>			<b>3,948,183</b>	<b>4,582,936</b>	<b>4,752,513</b>	<b>4,761,111</b>
<b>FUND - 204 - GAS TAX</b>						
204-30-0000	4311	INTEREST EARNINGS	4,277	2,324	500	500
204-30-0000	4421	STATE GAS TAX - 2107	784,142	692,282	790,500	785,700
204-30-0000	4422	STATE GAS TAX - 2107.5	10,000	10,000	10,000	10,000
204-30-0000	4423	STATE GAS TAX - 2105	594,197	562,892	601,900	598,300
204-30-0000	4424	STATE GAS TAX -2106	353,256	398,088	360,230	358,100
<b>TOTAL GAS TAX FUND REVENUE:</b>			<b>1,745,872</b>	<b>1,665,586</b>	<b>1,763,130</b>	<b>1,752,600</b>
<b>FUND - 205 - COUNTY AID TO CITIES</b>						
205-10-0000	4311	INTEREST EARNINGS	279	-	-	-
205-10-0000	4439	COUNTY GRANTS-OTHER	29,325	-	-	-
<b>TOTAL AID TO CITIES FUND REVENUE:</b>			<b>29,603</b>	<b>-</b>	<b>-</b>	<b>-</b>

## REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	FY 19-20 ADOPTED BUDGET
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### FUND - 207 - COMMUNITY DEVELOPMENT BLOCK GRANT

207-62-0000	4311	INTEREST EARNINGS	2,000	4,564	400	800
207-62-0000	4464	CDBG/REPROGRAMMED - PY	-	-	30,000	-
207-62-0000	4467	UNUSED/REPROGRAM FUNDS	-	-	268,294	397,721
207-62-0000	4469	FEDERAL GRANTS-OTHER	1,516,159	863,116	1,117,199	1,219,829
207-62-0000	4651	LOW INT LOANS REPAYMENT	52,750	49,197	45,000	40,000
207-62-0000	4652	DEFERRED LOANS REPAYMENT	334,858	354,527	200,000	70,000

<b>TOTAL CDBG FUND REVENUE:</b>			<b>1,905,767</b>	<b>1,271,404</b>	<b>1,660,893</b>	<b>1,728,350</b>
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### FUND - 208 - HOME GRANT FUND

208-62-0000	4311	INTEREST EARNINGS	-	128	-	-
208-62-0000	4464	HOME/REPROGRAMMED - PY	-	-	37,104	-
208-62-0000	4469	FEDERAL GRANTS-OTHER	426,838	175,239	356,581	356,581
208-62-0000	4654	HOME LOANS REPAYMENT	45,190	29,402	24,000	24,000

<b>TOTAL HOME FUND REVENUE:</b>			<b>472,028</b>	<b>204,769</b>	<b>417,685</b>	<b>380,581</b>
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### FUND - 209 - HOMELESS GRANT

209-40-0000	4439	COUNTY GRANTS-OTHER	-	70,000	28,490	-
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<b>TOTAL HOMELESS FUND REVENUE:</b>			<b>-</b>	<b>70,000</b>	<b>28,490</b>	<b>-</b>
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## REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	FY 19-20 ADOPTED BUDGET
<b>FUND - 210 TRANSIT - PROPOSITION A LOCAL RETURN</b>						
210-45-0000	4084	PROP A LOCAL RETURN	1,955,496	1,964,040	2,065,433	2,173,450
210-45-0000	4311	INTEREST EARNINGS	1,145	-	-	-
210-45-0000	3995	OPERATING TRANSFER TO TRANSIT	(1,915,534)	(1,880,132)	(1,966,440)	(1,665,980)
<b>TOTAL PROP A - TRANSIT REVENUE:</b>			<b>41,107</b>	<b>83,908</b>	<b>98,993</b>	<b>507,470</b>
<b>FUND - 212 - OTS/ MISC GRANTS</b>						
212-20-0000	4469	FEDERAL GRANTS/DUI GRANT	-	-	20,000	-
212-90-9222	4790	OPERATING TRANSFERS IN	3,034	-	-	-
<b>TOTAL OTS FUND - MISC GRANTS REVENUE:</b>			<b>3,034</b>	<b>-</b>	<b>20,000</b>	<b>-</b>
<b>FUND - 213 - AIR QUALITY MANAGEMENT FUND</b>						
213-61-0000	4311	INTEREST EARNINGS	118	1,154	100	100
213-61-0000	4439	COUNTY GRANTS-OTHER	134,457	135,585	134,000	134,000
213-61-0000	4790	OPERATING TRANSFERS IN	39,393	-	-	-
<b>TOTAL AQMD FUND REVENUE:</b>			<b>173,969</b>	<b>136,739</b>	<b>134,100</b>	<b>134,100</b>

## REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	FY 19-20 ADOPTED BUDGET
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### FUND - 217 - SENIOR SERVICES FUND

217-40-0000	4469	FEDERAL GRANTS-OTHER	54,191	51,468	70,991	54,389
217-40-0000	4630	CONTRIBUTIONS & DONATIONS	-	125	-	-
217-90-9101	4790	OPERATING TRANSFERS IN	30,129	19,006	35,455	35,455

<b>TOTAL SENIOR SERVICES FUND REVENUE:</b>			<b>84,320</b>	<b>70,599</b>	<b>106,446</b>	<b>89,844</b>
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### FUND - 222 - COPS STATE FUND

222-20-0000	4311	INTEREST EARNINGS	2,710	5,321	1,400	1,400
222-20-0000	4448	ST GRANTS/LEGISLATIVE	277,080	161,455	152,000	180,000

<b>TOTAL COPS STATE FUND REVENUE:</b>			<b>279,790</b>	<b>166,776</b>	<b>153,400</b>	<b>181,400</b>
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### FUND - 224 - JUSTICE ASSISTANCE GRANT FUND

224-20-0000	4469	FEDERAL GRANTS-OTHER	38,177	44,357	75,287	64,587
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<b>TOTAL JUVENILE ASSISTANCE GRANT FUND REVENUE:</b>			<b>38,177</b>	<b>44,357</b>	<b>75,287</b>	<b>64,587</b>
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## REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	FY 19-20 ADOPTED BUDGET
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### FUND - 227 - PROPOSITION C FUND

227-30-0000	4085	PROP C LOCAL RETURN	1,625,177	1,625,888	1,713,200	1,847,200
227-30-0000	4213	LOCAL CODE ENFORCEMENT	6,272	5,052	6,000	6,000
227-30-0000	4311	INTEREST EARNINGS	44,982	79,788	20,000	20,000
227-30-0000	4523	PARKING FEES	238,622	232,648	230,000	250,000
227-30-0000	4614	CHARGING STATION REVENUE	-	15	10,000	500
227-30-0000	4621	REIMB/SHARED EXPENSES	59,997	107,137	154,327	144,327
227-70-0000	4435	OTHER LOCAL AGENCIES	-	19,356	-	-

<b>TOTAL PROPOSITION C FUND REVENUE:</b>			<b>1,975,049</b>	<b>2,069,884</b>	<b>2,133,527</b>	<b>2,268,027</b>
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### FUND - 228 - MEASURE R LOCAL RETURN FUND

228-30-0000	4311	INTEREST EARNINGS	24,852	48,758	2,500	2,500
228-30-0000	4451	MEASURE R LOCAL RETURN	1,216,818	1,220,193	1,284,900	1,385,400

<b>TOTAL MEASURE R FUND REVENUE:</b>			<b>1,241,670</b>	<b>1,268,951</b>	<b>1,287,400</b>	<b>1,387,900</b>
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## REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	FY 19-20 ADOPTED BUDGET
<b>FUND - 229 - MEASURE "M" LOCAL RETURN FUND</b>						
229-30-0000	4311	INTEREST EARNINGS	-	4,031	2,500	2,500
229-30-0000	4452	MEASURE "M"	-	1,105,774	1,456,240	1,570,100
<b>TOTAL MEASURE M FUND REVENUE:</b>			<b>-</b>	<b>1,109,805</b>	<b>1,458,740</b>	<b>1,572,600</b>
<b>FUND - 239 - SENIOR NUTRITION PROGRAM</b>						
239-90-9101	4790	OPERATING TRANSFERS IN	-	-	-	52,344
239-40-0000	4439	COUNTY GRANTS-OTHER	-	-	-	699,999
<b>TOTAL SENIOR NUTRITION PROGRAM FUND REVENUE:</b>			<b>-</b>	<b>-</b>	<b>-</b>	<b>752,343</b>
<b>FUND - 243 - PARKING STRUCTURE OPERATIONS FUND</b>						
243-30-0000	4523	PARKING STRUCTURE REV	723,927	688,863	350,000	370,000
243-90-9101	4790	OPERATING TRANSFERS IN	500,000	-	-	-
<b>TOTAL PARKING STRUCTURE OPERATIONS FUND REVENUE:</b>			<b>1,223,927</b>	<b>688,863</b>	<b>350,000</b>	<b>370,000</b>

## REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	FY 19-20 ADOPTED BUDGET
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### FUND - 248 - ASSET FORFEITURE FUND

248-20-0000	4311	INTEREST EARNINGS	36	9	-	-
<b>TOTAL ASSET FORFEITURE FUND REVENUE:</b>			<b>36</b>	<b>9</b>	<b>-</b>	<b>-</b>

### FUND - 249 - DISPUTE RESOLUTION FUND

249-40-0000	4311	INTEREST EARNINGS				
249-40-0000	4439	COUNTY GRANTS-OTHER	25,280	25,416	25,449	-
249-90-9101	4790	TRANSFER IN-GRANT MATCH	19,953	12,875	31,328	-
<b>TOTAL DISPUTE RESOLUTION FUND REVENUE:</b>			<b>45,233</b>	<b>38,291</b>	<b>56,777</b>	<b>-</b>

## REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	FY 19-20 ADOPTED BUDGET
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### FUND - 261 - SUCESSOR AGENCY HOUSING ADMINISTRATION

261-63-0000	4311	INTEREST EARNINGS	1,313	4,948	300	300
261-90-9101	4790	TRANSFER IN	214,940	199,042	-	265,700

<b>TOTAL SUCESSOR AGENCY ADMINISTRATION FUND REVENUE:</b>			<b>216,253</b>	<b>203,990</b>	<b>300</b>	<b>266,000</b>
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### FUND - 262 - HOUSING ASSISTANCE PROGRAM

262-63-0000	4223	FORFEITURE OF FSS				
262-63-0000	4311	INTEREST EARNINGS	431	1,262	-	2,100
262-63-0000	4461	HUD-VOUCHER ADMIN	754,048	736,187	724,320	752,539
262-63-0000	4467	RESERVE - OPERATING	-	-	70,800	70,800
262-63-0000	4469	FEDERAL GRANTS-HAP	6,358,116	6,467,243	6,480,000	6,685,000
262-63-0000	4476	FEDERAL GRANTS-FSS	71,580	44,932	36,000	36,000
262-63-0000	4592	PORT-IN ADMIN	3,818	4,871	3,200	12,000
262-63-0000	4593	PORT IN HAP	61,927	70,578	48,000	21,600
262-63-0000	4620	REFUNDS & RECOVERY	21,301	30,416	12,000	20,000
262-63-0000	4625	DAMAGE RECOVERIES	916	-	-	-
262-63-0000	4636	AUXILLARY REVENUE	4	7	-	-
262-63-0000	4690	MISC OTHER REVENUE	188	17,596	-	-

<b>TOTAL HOUSING ASSISTANCE PROGRAM FUND REVENUE:</b>			<b>7,272,329</b>	<b>7,373,092</b>	<b>7,374,320</b>	<b>7,600,039</b>
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## REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	FY 19-20 ADOPTED BUDGET
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### FUND - 320 - DEBT SERVICE FUND

320-90-9101	4790	OPERATING TRANSFERS IN	1,203,784	1,207,595	1,608,890	1,608,890
320-90-9243	4790	OPERATING TRANSFERS IN	253,861	255,907	254,512	254,512
320-95-0000	4311	INTEREST EARNINGS	5,260	17,621	5,000	5,000
320-95-0000	4671	BOND ISSUANCE	-	4,337,008	-	-

<b>TOTAL DEBT SERVICE FUND REVENUE:</b>			<b>1,462,905</b>	<b>5,818,131</b>	<b>1,868,402</b>	<b>1,868,402</b>
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### FUND - 401 - PROP 1B CAPITAL PROJECTS

401-70-0000	4311	INTEREST EARNINGS	1,903	2,993	-	-
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<b>TOTAL PROP 1B CAPITAL PROJECTS FUND REVENUE:</b>			<b>1,903</b>	<b>2,993</b>	<b>-</b>	<b>-</b>
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## REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	FY 19-20 ADOPTED BUDGET
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### FUND - 404 - RMRA - ROAD MAINT REHAB ACCOUNT

404-70-0000	4311	INTEREST EARNINGS	-	621	-	-
404-70-0000	4425	STATE GAS TAX - 2030	-	618,470	1,705,400	1,780,100
<b>TOTAL RMRA FUND REVENUE:</b>			<b>-</b>	<b>619,091</b>	<b>1,705,400</b>	<b>1,780,100</b>

### FUND - 405 - HWY I-5 PROJECTS

405-70-0000	4438	OTHER LOCAL AGENCIES	-	2,401	-	-
<b>TOTAL I-5 PROJECTS FUND REVENUE:</b>			<b>-</b>	<b>2,401</b>	<b>-</b>	<b>-</b>

### FUND - 409 - HSIP - HIGHWAY SAFETY IMPROVEMENT PROGRAM

409-70-0000	4469	FEDERAL GRANT - HSIP	169,664	10,704	7,526,000	7,336,359
<b>TOTAL HSIP FUND REVENUE:</b>			<b>169,664</b>	<b>10,704</b>	<b>7,526,000</b>	<b>7,336,359</b>

## REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	FY 19-20 ADOPTED BUDGET
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### FUND - 410 - ATP - ACTIVE TRANSPORTATION PROGRAM

410-70-0000	4469	FEDERAL GRANT - ATP	-	-	1,065,300	420,346
<b>TOTAL ATP FUND REVENUE:</b>			<b>-</b>	<b>-</b>	<b>1,065,300</b>	<b>420,346</b>

### FUND - 411 - TEA -TRANSPORTATION ENHANCEMENT ACTIVITIES

411-70-0000	4469	FEDERAL GRANT	-	708,359	369,100	-
<b>TOTAL TEA FUND REVENUE:</b>			<b>-</b>	<b>708,359</b>	<b>369,100</b>	<b>-</b>

## REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	FY 19-20 ADOPTED BUDGET
<b>FUND - 412 - CA NATURAL RESOURCES AGENCY - ENVIRONMENTAL ENHANCEMENT &amp; MITIGATION GRANT</b>						
412-70-0000	4449	STATE GRANT	-	60,408	344,900	34,648
<b>TOTAL CA NATURAL RESOURCES AGENCY FUND REVENUE:</b>			<b>-</b>	<b>60,408</b>	<b>344,900</b>	<b>34,648</b>
<b>FUND - 418 - ART IN PUBLIC PLACES</b>						
418-70-0000	4311	INTEREST EARNINGS	4,066	2,458	1,000	1,000
418-70-0000	4518	DEVELOPER ART IN-LIEU CON	77,706	31,225	20,000	20,000
<b>TOTAL ART IN PUBLIC FUND REVENUE:</b>			<b>81,772</b>	<b>33,683</b>	<b>21,000</b>	<b>21,000</b>
<b>FUND - 423- LA COUNTY MTA MEASURE R FUND:</b>						
423-70-0000	4451	MEASURE R	-	145,830	3,310,100	3,031,456
<b>TOTAL LA COUNTY MEASURE R FUND REVENUE:</b>			<b>-</b>	<b>145,830</b>	<b>3,310,100</b>	<b>3,031,456</b>



## REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	FY 19-20 ADOPTED BUDGET
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### FUND - 424 - STATE SAFE ROUTE TO SCHOOL FUND:

424-70-0000	4448	ST GRANTS/LEGISLATIVE	100,000	-	-	-
<b>TOTAL STATE SAFE ROUTE TO SCHOOL FUND REVENUE:</b>			<b>100,000</b>	<b>-</b>	<b>-</b>	<b>-</b>

### FUND - 425 - SB 821 BICYCLE / PEDESTRIAN

425-70-0000	4448	ST GRANTS/LEGISLATIVE	57,482	33,600	71,530	420,670
<b>TOTAL BICYCLE/PEDESTRIAN FUND REVENUE:</b>			<b>57,482</b>	<b>33,600</b>	<b>71,530</b>	<b>420,670</b>

## REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	FY 19-20 ADOPTED BUDGET
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### FUND - 426 - GAS TAX HUT 2103

426-70-0000	4311	INTEREST EARNINGS	20,297	20,480	1,000	1,000
426-70-0000	4458	STATE GAS TAX - 2103	266,168	533,595	502,770	1,038,430

<b>TOTAL TRAFFIC CONGESTION FUND REVENUE:</b>			<b>286,465</b>	<b>554,075</b>	<b>503,770</b>	<b>1,039,430</b>
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### FUND - 427 - MTA & LA COUNTY TRANSPORTATION GRANT

427-70-0000	4439	COUNTY GRANTS-OTHER	35,157	76,672	-	-
427-90-0000	4790	TRANSFER IN	148,576	-	-	-

<b>TOTAL TRANSPORTATION GRANT FUND REVENUE:</b>			<b>183,733</b>	<b>76,672</b>	<b>-</b>	<b>-</b>
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### FUND - 428- MEASURE R (I-605 MITIGATION)

428-70-0000	4439	COUNTY GRANTS-OTHER	-	171,339	6,339,300	6,294,186
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<b>TOTAL MEASURE R (I-605 MITIGATION) FUND REVENUE:</b>			<b>-</b>	<b>171,339</b>	<b>6,339,300</b>	<b>6,294,186</b>
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## REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	FY 19-20 ADOPTED BUDGET
<b>FUND - 429 - HIGHWAY BRIDGE REPLACEMENT &amp; RENOVATION</b>						
429-70-0000	4469	FEDERAL GRANTS-OTHER	979,132	-	-	-
<b>TOTAL HIGHWAY BRIDGE REPLACEMENT &amp; RESTORATION FUND REVENUE:</b>			<b>979,132</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>FUND - 430 - STPL - SURFACE TRANSPORTATION PROGRAM</b>						
430-70-0000	4469	FEDERAL GRANTS-OTHER	1,089,043	-	-	1,480,000
<b>TOTAL STPL FUND REVENUE:</b>			<b>1,089,043</b>	<b>-</b>	<b>-</b>	<b>1,480,000</b>
<b>FUND - 435- RDA BOND PROCEEDS</b>						
435-63-0000	4311	INTEREST EARNINGS	30,978	34,039	35,000	35,000
435-63-0000	4315	INTEREST EARNINGS - GASB#31	2,381	(10,687)	-	-
<b>TOTAL RDA BONDS PROCEEDS FUND REVENUE:</b>			<b>33,359</b>	<b>23,352</b>	<b>35,000</b>	<b>35,000</b>

## REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	FY 19-20 ADOPTED BUDGET
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### FUND - 436- HOUSING BOND PROCEEDS

436-63-0000	4311	INTEREST EARNINGS	2,826	30,105	10,000	35,000
436-63-0000	4315	INTEREST EARNINGS - GASB#31	(9,101)	127	-	-
<b>TOTAL HOUSING BOND PROCEEDS FUND REVENUE:</b>			<b>(6,275)</b>	<b>30,232</b>	<b>10,000</b>	<b>35,000</b>

### FUND - 439 - CALIFORNIA HIGH SPEED RAIL

439-70-0000	4449	STATE GRANTS - OTHER	-	86,041	-	120,191
<b>TOTAL CALIFORNIA HIGH SPEED RAIL FUND REVENUE:</b>			<b>-</b>	<b>86,041</b>	<b>-</b>	<b>120,191</b>

## REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	FY 19-20 ADOPTED BUDGET
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### FUND - 702 - WATER FUND:

702-30-0000	4231	DELINQUENT SERVICE CHARGE	111,780	116,290	100,000	110,000
702-30-0000	4232	MISC CHARGES - WATER	490	1,785	1,000	1,000
702-30-0000	4235	RETURNED CHECK FEES	910	630	1,000	500
702-30-0000	4311	INTEREST EARNINGS	65,844	82,160	22,000	22,000
702-30-0000	4571	WATER CONSUMPTION CHARGE	4,843,989	5,216,691	5,563,000	6,045,000
702-30-0000	4573	NEW UTILITY ACCNT SET-UP	14,745	12,858	15,000	13,000
702-30-0000	4574	HYDRANT RENTALS	375	525	500	300
702-30-0000	4575	LEASE OF WATER RIGHTS	175,000	355,500	126,000	100,000

<b>TOTAL WATER FUND REVENUE:</b>			<b>5,213,132</b>	<b>5,786,439</b>	<b>5,828,500</b>	<b>6,291,800</b>
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### FUND - 704 - SEWER FUND:

704-30-0000	4311	INTEREST EARNINGS	37,011	73,992	10,000	10,000
704-30-0000	4431	INDUSTRIAL WASTE FEES	82,796	86,380	80,000	85,000
704-30-0000	4571	SEWER CHARGE	2,360,480	2,487,566	2,497,000	2,497,000

<b>TOTAL SEWER FUND REVENUE:</b>			<b>2,480,287</b>	<b>2,647,938</b>	<b>2,587,000</b>	<b>2,592,000</b>
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## REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	FY 19-20 ADOPTED BUDGET
<b>FUND - 710 - TRANSIT SYSTEM FUND:</b>						
710-45-0000	4081	TRANS PROP C-5% SECURITY	96,160	91,421	113,955	121,378
710-45-0000	4082	PROP A DISCRET/OPERAT.ASS	2,155,535	2,174,235	2,062,044	2,109,327
710-45-0000	4086	PR C40% DISC-FOOTHILL MIT	84,966	84,309	114,333	128,324
710-45-0000	4087	PROP C 40% DISC-MOSIP	567,728	578,235	624,498	641,894
710-45-0000	4088	TRANSIT PROP C 40% - BSIP	55,308	56,276	57,825	59,144
710-45-0000	4311	INTEREST EARNINGS	-	14,109	-	11,117
710-45-0000	4318	CASH OVERAGE/SHORTAGE	297	(11)	-	-
710-45-0000	4451	MEASURE "R"	1,185,578	1,169,435	1,295,949	1,405,656
710-45-0000	4452	MEASURE "M"	-	1,113,772	1,308,406	1,453,909
710-45-0000	4453	LFT/TDA ARTICLE 4	2,913,330	2,883,178	3,188,784	3,400,348
710-45-0000	4454	STAF/STATE TRANSPORT.ASST	505,195	108,653	1,165,552	1,107,479
710-45-0000	4474	FED CAP OF MAINT. EXP 80%	1,150,000	975,000	975,000	975,000
710-45-0000	4481	SB 1 CLEAN AIR TRANSPORTATION	-	-	503,409	503,409
710-45-0000	4581	NTS DIAL A RIDE FARES	24,903	8,545	17,678	22,320
710-45-0000	4582	PASSENGER REV-NTS FIXED R	1,266,782	1,119,813	1,160,000	1,171,600
710-45-0000	4583	TAXI VOUCHERS	1,838	2,605	1,242	3,679
710-45-0000	4584	CONTRACT SVC REV-SFS	7,202	5,796	7,762	6,988
710-45-0000	4586	TAP - CASH SWEEP	91,833	103,069	101,081	102,092
710-45-0000	4611	SALE OF EQUIPMENT & SCRAP	2,356	21,502	9,158	5,152
710-45-0000	4625	DAMAGE RECOVERIES	36,926	19,305	20,350	12,564
710-45-0000	4627	EXPENSE RECOVERY	147,519	183,658	77,674	78,451
710-45-0000	4636	AUXILIARY REVENUE	43,220	34,349	40,060	45,006

## REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	FY 19-20 ADOPTED BUDGET
710-45-0000	4690	MISC OTHER REV (LCTOP)	8,457	92,277	6,000	128,394
710-45-0000	4793	AB 2766 ASSISTANCE-TRANSFER IN	26,000	11,501	12,000	12,000
710-45-0000	4794	LOCAL PROP A - TRANSFER IN (OPS)	1,915,534	1,880,132	1,966,440	1,665,980
710-45-0000	4795	LOCAL PROP C - TRANSFER IN	84,900	59,400	104,064	122,017
<b>TOTAL OPERATIONS TRANSIT SYSTEM FUND REVENUE:</b>			<b>12,371,567</b>	<b>12,790,564</b>	<b>14,933,264</b>	<b>15,293,228</b>
712-45-0000	4471	FTA/CAPITAL ASSISTANCE	253,392	1,845,413	813,973	3,865,009
712-70-0000	4471	FTA/CAPITAL ASSISTANCE-CIP	199,447	-	638,334	1,226,545
<b>TOTAL CAPITAL - TRANSIT SYSTEM FUND REVENUE:</b>			<b>452,839</b>	<b>1,845,413</b>	<b>1,452,307</b>	<b>5,091,554</b>
<b>FUND - 711 - TRANSIT - 1B PTMISEA</b>						
711-45-0000	4311	INTEREST EARNINGS	15,365	21,993	2,000	2,000
711-45-0000	4454	STA / STATE ASSISTANCE	-	-	303,736	-
711-45-0000	4456	OTHER CAPITAL ASSISTANCE	49,243	761,676	25,193	1,298,967
711-45-0000	4611	SALE OF EQUIPMENT & SCRAP	4,423	-	-	-
<b>TOTAL TRANSIT - 1B PTMISEA FUND REVENUE:</b>			<b>69,031</b>	<b>783,669</b>	<b>330,929</b>	<b>1,300,967</b>
<b>TOTAL TRANSIT - ALL CAPITAL FUND REVENUE:</b>			<b>521,870</b>	<b>2,629,082</b>	<b>1,783,236</b>	<b>6,392,521</b>
<b>TOTAL TRANSIT FUND REVENUES (FUNDS 710, 711 &amp; 712)</b>			<b>12,893,437</b>	<b>15,419,646</b>	<b>16,716,500</b>	<b>21,685,749</b>

## REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	FY 19-20 ADOPTED BUDGET
<b>FUND - 735 - EMPLOYEE BENEFIT FUND:</b>						
735-10-0000	4901	GENERAL FUND	7,225,748	6,892,278	8,299,592	8,718,121
735-10-0000	4902	UTILITY FUND	334,036	339,969	347,930	369,691
735-10-0000	4903	CHILD CARE	235,236	240,293	253,223	319,897
735-10-0000	4904	SEWER FUND	68,439	91,938	125,392	134,515
735-10-0000	4907	CDBG	147,218	153,659	155,123	163,367
735-10-0000	4908	HOME PROGRAM	10,139	12,067	11,805	10,808
735-10-0000	4909	HOMELESS PREVENTION PRGM	-	5,832	-	-
735-10-0000	4910	TRANSIT FUND	2,398,959	2,777,944	3,040,275	3,207,459
735-10-0000	4911	MEASURE M	-	-	40,492	45,862
735-10-0000	4917	SENIOR SERVICES GRANT	12,214	11,968	11,467	12,326
735-10-0000	4922	COPS/SLESF PROGRAM	-	28	29,540	31,908
735-10-0000	4923	SA HOUSING	3,250	2,317	6,465	6,756
735-10-0000	4927	PROP C	95,952	100,261	102,259	115,256
735-10-0000	4928	MEASURE R	-	-	-	-
735-10-0000	4936	VEHICLE MAINTENANCE FUND	719,946	714,022	776,788	859,207
735-10-0000	4943	PARKING STRUCTURE	25,826	30,656	29,272	30,698
735-10-0000	4944	NORWALK HOUSING AUTHORITY	262,158	250,787	220,307	271,067
735-10-0000	4945	SARDA	60,010	63,589	67,046	73,306
735-10-0000	4949	DISPUTE RESOLUTION	2,313	1,568	625	-
735-10-0000	4942	SR NUTRITION PROGRAM	-	-	-	11,041
735-10-0000	4970	OTHER CIP FUNDS	1,776	1,914	6,286	7,038
<b>TOTAL EMPLOYEE BENEFIT FUND REVENUE:</b>			<b>11,603,221</b>	<b>11,691,089</b>	<b>13,523,887</b>	<b>14,388,324</b>



## REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	FY 19-20 ADOPTED BUDGET
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### FUND - 736 - VEHICLE EQUIPMENT MAINTENANCE FUND:

736-45-0000	4901	GENERAL FUND	639,650	649,769	575,667	723,316
736-45-0000	4902	UTILITY FUND	47,555	46,026	38,800	52,790
736-45-0000	4903	CHILD CARE	2,182	2,458	3,400	2,890
736-45-0000	4904	SEWER FUND	4,678	13,502	12,800	16,300
736-45-0000	4907	CDBG	2,643	1,135	1,800	1,890
736-45-0000	4910	TRANSIT FUND	2,088,300	2,044,571	2,920,240	3,178,311
736-45-0000	4944	NORWALK HOUSING AUTHORITY	4,752	4,261	5,700	6,000

<b>TOTAL VEHICLE EQUIPMENT MAINTENANCE FUND REVENUE:</b>	<b>2,789,761</b>	<b>2,761,722</b>	<b>3,558,407</b>	<b>3,981,497</b>
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### FUND - 743 - PARKS EQUIPMENT RENOVATION FUND:

743-10-0000	4311	INTEREST EARNINGS	12,942	23,042	2,000	2,000
743-10-0000	4449	STATE GRANTS - OTHER	2,538	-	-	-
743-90-9101	4790	OPERATING TRANSFERS IN	347,800	-	183,959	-
743-70-0000	4439	COUNTY GRANTS - OTHER	300,000	-	-	-
743-70-0000	4449	STATE GRANTS - OTHER	216,100	-	-	-

<b>TOTAL PARKS EQUIPMENT RENOVATION FUND REVENUE:</b>	<b>879,380</b>	<b>23,042</b>	<b>185,959</b>	<b>2,000</b>
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## REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	FY 19-20 ADOPTED BUDGET
<b>FUND - 744 - NASC EQUIPMENT REPLACEMENT FUND:</b>						
744-10-0000	4311	INTEREST EARNINGS	1,206	2,121	500	500
744-90-9101	4790	OPERATING TRANSFERS IN	-	65,000	-	100,000
<b>TOTAL NASC EQUIPMENT REPLACEMENT AND REPAIR FUND REVENUE:</b>			<b>1,206</b>	<b>67,121</b>	<b>500</b>	<b>100,500</b>
<b>FUND - 745 - COMPUTER &amp; TECHNOLOGY REPLACEMENT FUND:</b>						
745-10-0000	4311	INTEREST EARNINGS	2,154	3,618	500	500
745-90-9101	4790	OPERATING TRANSFERS IN	-	150,000	-	150,000
<b>TOTAL COMPUTER &amp; OFFICE EQUIPMENT REPLACEMENT FUND REVENUE:</b>			<b>2,154</b>	<b>153,618</b>	<b>500</b>	<b>150,500</b>
<b>FUND - 746 - VEHICLE &amp; EQUIPMENT REPLACEMENT FUND:</b>						
746-10-0000	4311	INTEREST EARNINGS	13,373	19,610	5,000	500
746-90-9101	4790	OPERATING TRANSFERS IN	-	-	350,000	500,000
<b>TOTAL VEHICLE &amp; EQUIPMENT REPLACEMENT FUND REVENUE:</b>			<b>13,373</b>	<b>19,610</b>	<b>355,000</b>	<b>500,500</b>

## REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	FY 19-20 ADOPTED BUDGET
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### FUND - 747 - BUILDING RENOVATION FUND:

747-70-0000	4439	COUNTY GRANTS - OTHER	-	-	75,000	-
747-70-0000	4311	INTEREST EARNINGS	15,083	20,163	500	500
747-90-9101	4790	OPERATING TRANSFERS IN	-	700,000	-	581,618

<b>TOTAL BUILDING RENOVATION FUND REVENUE:</b>			<b>15,083</b>	<b>720,163</b>	<b>75,500</b>	<b>582,118</b>
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### FUND - 935 - OPEB TRUST FUND:

935-10-0000	4311	INTEREST EARNINGS	483,661	404,743	100,000	100,000
935-10-0000	4640	CONTRIBUTIONS - City	1,228,100	629,850	984,600	984,600
935-10-0000	4640	CONTRIBUTIONS - Other Funds	343,200	536,930	626,000	626,000

<b>TOTAL OPEB TRUST FUND:</b>			<b>2,054,961</b>	<b>1,571,523</b>	<b>1,710,600</b>	<b>1,710,600</b>
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### FUND - 135 - PENSION TRUST FUND:

135-10-0000	4311	INTEREST EARNINGS	-	5,677	-	50,000
135-10-0000	4640	CONTRIBUTIONS - Pension	-	1,000,000	1,000,000	1,000,000

<b>TOTAL PENSION TRUST FUND:</b>			<b>-</b>	<b>1,005,677</b>	<b>1,000,000</b>	<b>1,050,000</b>
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**CAPITAL OUTLAYS**  
**Fiscal Year 2019-20 Budget**

Account Number		Department / Division	Description	Amount	Total
101-10-1205	3860	MIS - Contract	Memory modules for various computers to increase efficiency, new	\$ 4,000	
101-10-1205	3860	MIS - Contract	UPS devices, backup devices for network (2), new	\$ 2,400	
101-10-1205	3860	MIS - Contract	SAN switch, new	\$ 20,000	
101-10-1205	3860	MIS - Contract	Laptop computers (2), new	\$ 3,000	
101-10-1205	3860	MIS - Contract	Replace existing and expand service of Firewall servers (asset tag# 14387) (2)	\$ 25,000	
			<b>Total City Clerk - MIS</b>		<b>\$ 54,400</b>
101-10-1207	3860	Cable TV	Upgrades to Council Chambers sound system to include replacement of select microphones, panel switches and the addition of a solid state networked audio recorder. Carry-over from prior year.	\$ 60,000	
			<b>Total Cable TV</b>		<b>\$ 60,000</b>
101-10-1301	3860	City Clerk	Color scanner, new	\$ 1,700	
			<b>Total City Clerk</b>		<b>\$ 1,700</b>

**CAPITAL OUTLAYS**  
**Fiscal Year 2019-20 Budget**

Account Number		Department / Division	Description	Amount	Total
101-10-1501	3860	Finance	Replace folder/insertter (asset tag# 12769)	\$ 5,700	
			<b>Total Finance</b>		<b>\$ 5,700</b>
101-20-2101	3880	Public Safety	Trailer for Community Safety Partnership, new	\$ 10,000	
101-20-2204	3860	Public Safety	Tablets (9), new	\$ 3,400	
			<b>Total Public Safety</b>		<b>\$ 13,400</b>
101-30-3202	3870	Public Services - Facilities	Folding chairs for basement and special events, new (100)	\$ 7,700	
101-30-3202	3880	Public Services - Facilities	Replace reversing scrubber (asset tag# 13208)	\$ 13,200	
101-30-3205	3850	Public Services - Facilities/Transportation	Replace Dual motor upright vacuum (3), (asset tag# 13484,13488,13489)	\$ 1,350	
101-30-3205	3850	Public Services - Facilities/Transportation/Pub Svc	Belt and disk sander with stand, new	\$ 1,200	
101-30-3205	3850	Public Services - Facilities/Transportation	Replace Filtered wall mount ADA drinking fountain (2) (no asset tag)	\$ 1,800	
101-30-3205	3850	Public Services - Facilities/Transportation	Band saw, new	\$ 2,500	

**CAPITAL OUTLAYS**  
**Fiscal Year 2019-20 Budget**

Account Number		Department / Division	Description	Amount	Total
101-30-3205	3880	Public Services - Facilities/Transportation/Pub Svc	Replace scrubber sweeper (asset tag# 10045)	\$ 77,000	
101-30-3303	3880	Public Services - Traffic	Replace 10 Ft trailer (asset tag#10207)	\$ 6,000	
101-30-3305	3850	Public Services - Signals	Chain saw, new	\$ 700	
101-30-3305	3880	Public Services - Signals	Spare traffic signal controllers (5), new	\$ 28,500	
101-30-3305	3880	Public Services - Signals	Spare malfunction management units (5), new	\$ 8,000	
101-30-3305	3880	Public Services - Signals	Spare power supplies (5), new	\$ 2,500	
101-30-3504	3850	Public Services - Park Landscape	Replace hedge clipper (asset tag# 13200)	\$ 900	
101-30-3504	3850	Public Services - Park Landscape	Power trim edger, new	\$ 1,700	
101-30-3504	3850	Public Services - Park Landscape	Backpack Blower HIP Throttle (3), new	\$ 1,300	
101-30-3504	3850	Public Services - Park Landscape	Replace shafted hedge trimmers (2) (asset tag# 13198, 13199)	\$ 1,100	
101-30-3504	3850	Public Services - Park Landscape	Replace string trimmers (2) (no asset tag)	\$ 700	

**CAPITAL OUTLAYS**  
**Fiscal Year 2019-20 Budget**

Account Number		Department / Division	Description	Amount	Total
101-30-3504	3850	Public Services - Park Landscape	Replace hydro & reciprocating aerator (no asset tag)	\$ 8,400	
101-30-3504	3850	Public Services - Park Landscape	Chainsaw (2), new	\$ 600	
101-30-3504	3850	Public Services - Park Landscape	Chainsaw 16" bar, new	\$ 600	
101-30-3506	3850	Public Services - Park Facilities	Water jetter drain cleaning machine, new	\$ 4,900	
101-30-3506	3850	Public Services - Park Facilities	3/4" main line drain cleaning machine, new	\$ 4,400	
101-30-3506	3850	Public Services - Park Facilities	Snake drain inspection camera, new	\$ 8,200	
101-30-3506	3850	Public Services - Park Facilities	Underground service locator, new	\$ 7,700	
101-30-3506	3850	Public Services - Park Facilities	Replace wet dry shop vacuums (2) (asset tag# 13493, 13494)	\$ 1,600	

**CAPITAL OUTLAYS**  
**Fiscal Year 2019-20 Budget**

Account Number		Department / Division	Description	Amount	Total
101-30-3506	3850	Public Services - Park Facilities	3 compartment sink for special events, new	\$ 2,200	
101-30-3506	3880	Public Services - Park Facilities	20x30 special event replacement canopy top, new	\$ 3,300	
101-30-5702	3850	Public Services - Facilities/NASC	Replace carpet extractor (asset tag# 11114)	\$ 2,700	
101-30-5702	3850	Public Services - Facilities/NASC	Replace walk behind floor scrubber (asset tag# 13206)	\$ 8,000	
			<b>Total Public Services</b>		<b>\$ 208,750</b>
101-40-4104	3880	Social Services - Senior Center	Replace seated leg curl (asset tag# 8937)	\$ 4,770	
101-40-4104	3880	Social Services - Senior Center	Replace Reach in refrigerator (no asset tag)	\$ 3,100	
101-40-4104	3880	Social Services - Senior Center	Replace carpet with vinyl plank (no asset tag)	\$ 6,400	
101-40-4104	3880	Social Services - Senior Center	44" color printer/plotter, new	\$ 3,600	



**CAPITAL OUTLAYS**  
**Fiscal Year 2019-20 Budget**

Account Number		Department / Division	Description	Amount	Total
101-40-4104	3870	Social Services - Senior Center	Replace rectangle event folding tables (20) (asset tag# 08288, 08289, 08290)	\$ 15,800	
101-40-4104	3870	Social Services - Senior Center	Replace office furniture w/cubicle reconfiguration (no asset tag)	\$ 43,800	
			<b>Total Social Services</b>		<b>\$ 77,470</b>
101-50-5702	3870	NASC	Replace 5' circular tables (20) (fixed asset# 11697-11699, 11701, 11703-11705, 11708-11712, 11716-11719, 11723, 11725, 11726, 11727)	\$ 5,900	
101-50-5702	3870	NASC	Replace (10) 6' and (10) 8' rectangle tables (fixed asset# 13555, 13556, 13583, 13584, 12803-12805, 12810-12839)	\$ 5,900	
101-50-5702	3880	NASC	Replace sound system (no asset tag)	\$ 5,810	
101-50-5702	3870	NASC	Replace portable bars for reservations (3) (no asset tag)	\$ 5,630	
			<b>Total Recreation</b>		<b>\$ 23,240</b>

**CAPITAL OUTLAYS**  
**Fiscal Year 2019-20 Budget**

Account Number		Department / Division	Description	Amount	Total
101-61-6101	3860	Community Development - Admin	55" collaboration display (2), new	\$ 7,670	
101-61-6101	3860	Community Development - Admin	Replace color printer (asset tag# 12422)	\$ 2,730	
101-61-6102	3870	Community Development - Building and Safety	Drafting table, new	\$ 1,500	
101-61-6105	3870	Community Development - Planning	Rotary file cabinets (4), new	\$ 10,000	
			<b>Total Community Development</b>		<b>\$ 21,900</b>
101-10-1201	3860	Administration	Replace copier (asset tag# 12935)	\$ 6,200	
101-10-1204	3860	Community Information	Replace copier (asset tag# 12887)	\$ 3,700	
101-10-1401	3860	Human Resources	Replace copier (asset tag# 12939)	\$ 6,200	
101-10-1501	3860	Finance	Replace copier (asset tag# 12936)	\$ 1,600	
101-10-1501	3860	Finance	Replace copier (asset tag# 12934)	\$ 7,200	
101-20-2101	3860	Public Safety	Replace copier (asset tag# 12933)	\$ 6,300	

**CAPITAL OUTLAYS**  
**Fiscal Year 2019-20 Budget**

Account Number		Department / Division	Description	Amount	Total
101-20-2101	3860	Public Safety	Replace copier (asset tag# 12932)	\$ 6,200	
101-30-3101	3860	Public Services	Replace copier (asset tag# 12943)	\$ 7,200	
101-40-4101	3860	Social Services	Replace copier (asset tag# 12941)	\$ 7,200	
101-40-4104	3860	Social Services - Senior Center	Replace copier (asset tag# 12885)	\$ 7,200	
101-50-5101	3860	Recreation	Replace copier (asset tag# 12886)	\$ 7,200	
101-61-6101	3860	Community Development	Replace copier (asset tag# 12937)	\$ 7,200	
			<b>Total General Fund - Copiers</b>		<b>\$ 73,400</b>
			<b>Total General Fund</b>		<b>\$ 539,960</b>

**CAPITAL OUTLAYS**  
**Fiscal Year 2019-20 Budget**

Account Number		Department / Division	Description	Amount	Total
203-40-4103	3870	Social Services - Childcare	Replace U-shaped desk and cabinets (no asset tag)	\$ 5,000	
203-40-4105	3870	Social Services - Childcare	Replace U-shaped desk and cabinets (no asset tag)	\$ 5,000	
			<b>Total Childcare Fund</b>		<b>\$ 10,000</b>
224-20-2104	3880	Public Safety-JAG	MDC units for Public Safety vehicles and associated ongoing service and support. FY 16 JAG	\$ 7,600	
224-20-2105	3880	Public Safety-JAG	MDC units for Public Safety vehicles and associated ongoing service and support. FY 18 JAG	\$ 28,285	
224-20-2107	3880	Public Safety-JAG	MDC units for Public Safety vehicles and associated ongoing service and support. FY 17 JAG	\$ 28,702	
			<b>Total Juvenile Assistance Grant Fund</b>		<b>\$ 64,587</b>
228-30-3304	3880	Public Services - Streets lights	Spare Type M signal cabinet, new	\$ 25,000	
228-30-3304	3880	Public Services - Streets lights	Spare Type P signal cabinet, new	\$ 27,000	
			<b>Total Measure R Fund</b>		<b>\$ 52,000</b>

**CAPITAL OUTLAYS**  
**Fiscal Year 2019-20 Budget**

Account Number		Department / Division	Description	Amount	Total
144-63-6302	3860	Housing	Tablets (3) (fixed asset# 12905, 12906, 12907)	\$ 1,000	
144-63-6302	3860	Housing	Replace copier (asset tag# 12940)	\$ 6,250	
144-63-6302	3860	Housing	Replace color printer (asset tag# 12422)	\$ 500	
			<b>Total Housing Fund</b>		<b>\$ 7,750</b>
702-30-3602	3860	Water	Replace folder/insertter (asset tag# 12769)	\$ 5,700	
			<b>Total Water Fund</b>		<b>\$ 5,700</b>
704-30-3403	3880	Sewer	Replace network switches for Transportation/Public Services (asset tag# 12107, 12193, 14391, 12106)	\$ 10,000	
704-30-3403	3880	Sewer	Rugged field computer, new	\$ 5,000	
			<b>Total Sewer Fund</b>		<b>\$ 15,000</b>
227-45-4503	3831	Transit- Prop C Capital	40 ft. zero emission electric bus (2)	\$ 250,000	
227-45-4503	3884	Transit- Prop C Capital	Intelligent Transportation System (AVL, APC, CAD, AVAS, and ATIS)	\$ 70,000	
			<b>Prop C Fund</b>		<b>\$ 320,000</b>

**CAPITAL OUTLAYS**  
**Fiscal Year 2019-20 Budget**

Account Number		Department / Division	Description	Amount	Total
210-45-4503	3831	Transit- Capital - Local Match	Replace Dial-a-Ride vans (3) unit# 7101, 7102	\$ 45,000	
210-45-4503	3831	Transit- Capital - Local Match	40 ft. zero emission electric bus (2)	\$ 307,308	
210-45-4503	3833	Transit- Capital - Local Match	Associated Capital Maintenance (Engines, Transmissions, Compressors, Inverters, Ultra-Capacitors, etc.)	\$ 28,000	
210-45-4503	3833	Transit- Capital - Local Match	Tires (Good Year Lease)	\$ 13,600	
210-45-4503	3841	Transit- Capital - Local Match	Transit facility improvements (Phase III)	\$ 35,000	
210-45-4503	3843	Transit- Capital - Local Match	Bus stop improvements	\$ 37,873	
210-45-4503	3853	Transit- Capital - Local Match	Mobile radio system	\$ 13,000	
210-45-4503	3860	Transit- Capital - Local Match	Computer Replacements (PCs, Peripherals, etc.)	\$ 13,815	
			<b>Subtotal Transit - Prop A</b>		<b>\$ 493,596</b>

**CAPITAL OUTLAYS**  
**Fiscal Year 2019-20 Budget**

Account Number		Department / Division	Description	Amount	Total
712-45-4503	3831	Transit- Capital - FTA Grants	Replace Dial-a-Ride vans (3) unit# 7101, 7102	\$ 180,000	
712-45-4503	3831	Transit- Capital - FTA Grants	40 ft. zero emission electric bus (2)	\$ 2,864,896	
712-45-4503	3833	Transit- Capital - FTA Grants	Associated Capital Maintenance (Engines, Transmissions, Compressors, Inverters, Ultra-Capacitors, etc.)	\$ 112,000	
712-45-4503	3833	Transit- Capital - FTA Grants	Tires (Good Year Lease)	\$ 54,400	
712-45-4503	3841	Transit- Capital - FTA Grants	Transit facility improvements (Phase III)	\$ 140,000	
712-45-4503	3884	Transit- Capital - FTA Grants	Intelligent Transportation System (AVL, APC, CAD, AVAS, and ATIS)	\$ 280,000	
712-45-4503	3843	Transit- Capital - FTA Grants	Bus stop improvements	\$ 126,453	
712-45-4503	3853	Transit- Capital - FTA Grants	Mobile radio system	\$ 52,000	

**CAPITAL OUTLAYS**  
**Fiscal Year 2019-20 Budget**

Account Number		Department / Division	Description	Amount	Total
712-45-4503	3860	Transit- Capital - FTA Grants	Replace network switches for Transportation/Public Services (asset tag# 12107, 12193, 14391, 12106)	\$ 55,260	
711-45-4503	3884	Transit- Capital - 100% PTMISEA Funds	Intelligent Transportation System (AVL, APC, CAD, AVAS, and ATIS)	\$ 1,025,489	
711-45-4503	3831	Transit - 1B-PTMISEA	40 ft. zero emission electric bus (2)	\$ 201,852	
			<b>Subtotal Transit - FTA Grant/ PTMISEA</b>		<b>\$ 5,092,350</b>
			<b>Total Transit Fund</b>		<b>\$ 5,905,946</b>
745-10-1205	3860	MIS	Replace existing and expand service of Firewall servers (asset tag# 14387) (2)	\$ 25,000	
745-10-1205	3860	MIS	UPS Backup battery for phones (2), new	\$ 1,200	
745-10-1205	3860	MIS	Replace backup server (fixed asset# 12971)	\$ 6,500	
745-10-1205	3860	MIS	Replace computers, (20) (various asset tags)	\$ 19,800	
745-10-1205	3860	MIS	Replace network switches for Transportation/Public Services (asset tag# 12107, 12193, 14391, 12106)	\$ 12,500	
			<b>Total Computer &amp; Office Equipment Replacement Fund</b>		<b>\$ 65,000</b>



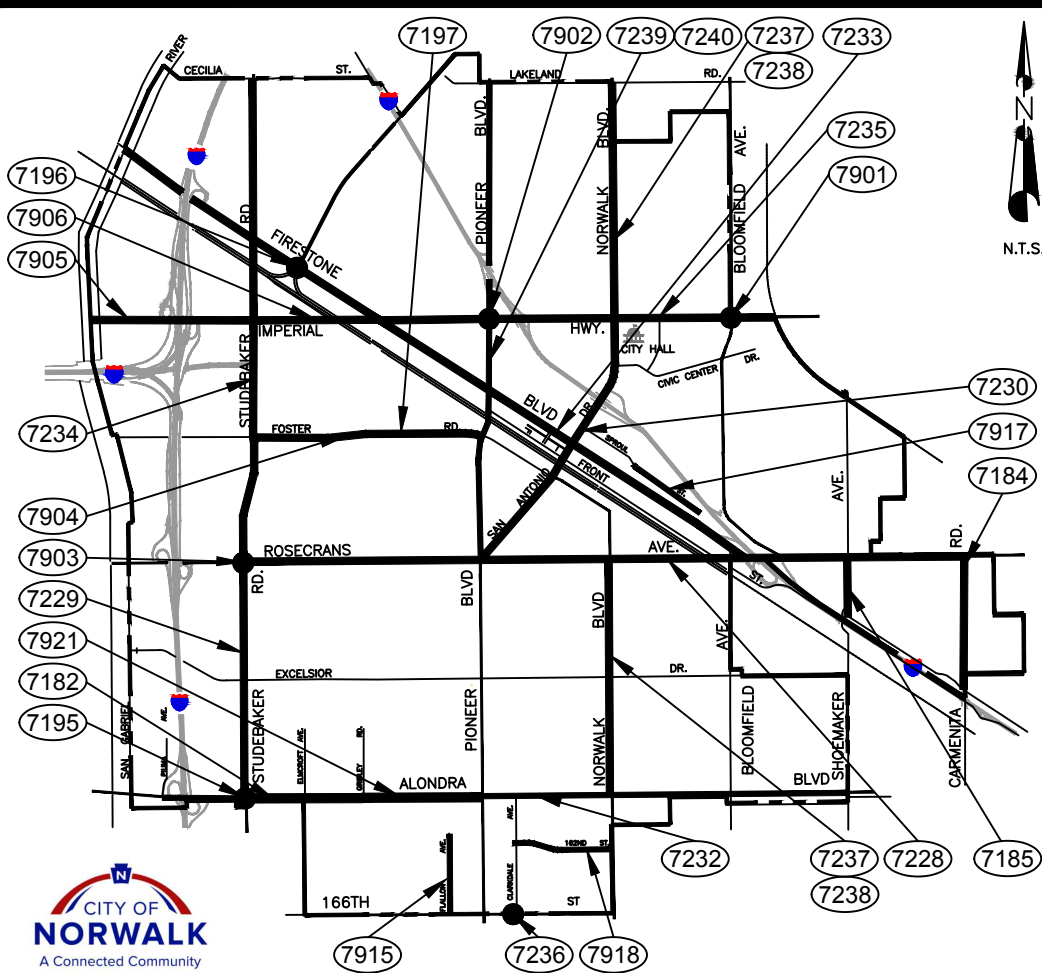
**CAPITAL OUTLAYS**  
**Fiscal Year 2019-20 Budget**

Account Number		Department / Division	Description	Amount	Total
746-20-2101	3820	Public Safety - Field Operations	Dodge Charger to replace Trailblazer Ext LS unit #4552 (asset tag #11233)	\$ 42,000	
746-20-2101	3820	Public Safety - Field Operations	Dodge Charger to replace Crown Victoria Police Interceptor unit #4563 (asset tag #11643)	\$ 42,000	
746-20-2101	3820	Public Safety - Field Operations	Transit passenger wagon to replace Aerostar van unit #4529 (asset tag #8286)	\$ 45,000	
746-20-2101	3820	Public Safety - Field Operations	F150 truck to replace F350 regular cab pickup unit #4543 (asset tag #10450)	\$ 51,000	
746-20-2101	3820	Public Safety - Field Operations	Hybrid Fusion to replace Fusion 4 door sedan unit #4559 (asset tag #11395)	\$ 32,000	
746-20-2101	3820	Public Safety - Field Operations	Dodge Charger to replace Focus 4 door sedan unit #4557 (asset tag #11365)	\$ 42,000	
746-20-2101	3820	Public Safety - Field Operations	Dodge Charger to replace Focus 4 door sedan unit #4558 (asset tag #11366)	\$ 42,000	

**CAPITAL OUTLAYS**  
**Fiscal Year 2019-20 Budget**

Account Number		Department / Division	Description	Amount	Total
746-20-2204	3820	Public Safety - Code Compliance	Ford Ranger XLT to replace Ranger extended cab pickup truck unit #2905 (asset tag #10041)	\$ 40,000	
746-20-2204	3820	Public Safety - Code Compliance	Ford Ranger XLT to replace Ranger extended cab pickup truck unit #2907 (asset tag #10102)	\$ 40,000	
746-20-2204	3820	Public Safety - Code Compliance	Ford Ranger XLT to replace Ranger extended cab pickup truck unit #2908 (asset tag #10103)	\$ 40,000	
746-30-3302	3820	Public Services - Streets	F450, with dump bed to replace Ford F250 HD Lowboy truck unit #3145 (asset tag #9152, 9262)	\$ 71,504	
746-30-3404	3820	Public Services - Graffiti	F550 with customized bed to replace Ford F450 unit #6345 (asset tag #8978, 9033)	\$ 147,300	
746-30-3502	3820	Public Services - Trees	Aerial Boom truck to replace GMC aerial boom truck unit #3536 (asset tag #10282)	\$ 170,000	
746-30-3506	3820	Public Services - Park Facilities	Articulating telescopic Aerial device on Ford chassis to replace F350 utility bed truck unit #6176 (asset tag #10325)	\$ 142,400	
			<b>Total Vehicle Replacement Fund</b>		<b>\$ 947,204</b>
<b>TOTAL - ALL FUNDS</b>					<b>\$ 7,613,147</b>

# STREET AND TRAFFIC IMPROVEMENT PROJECTS

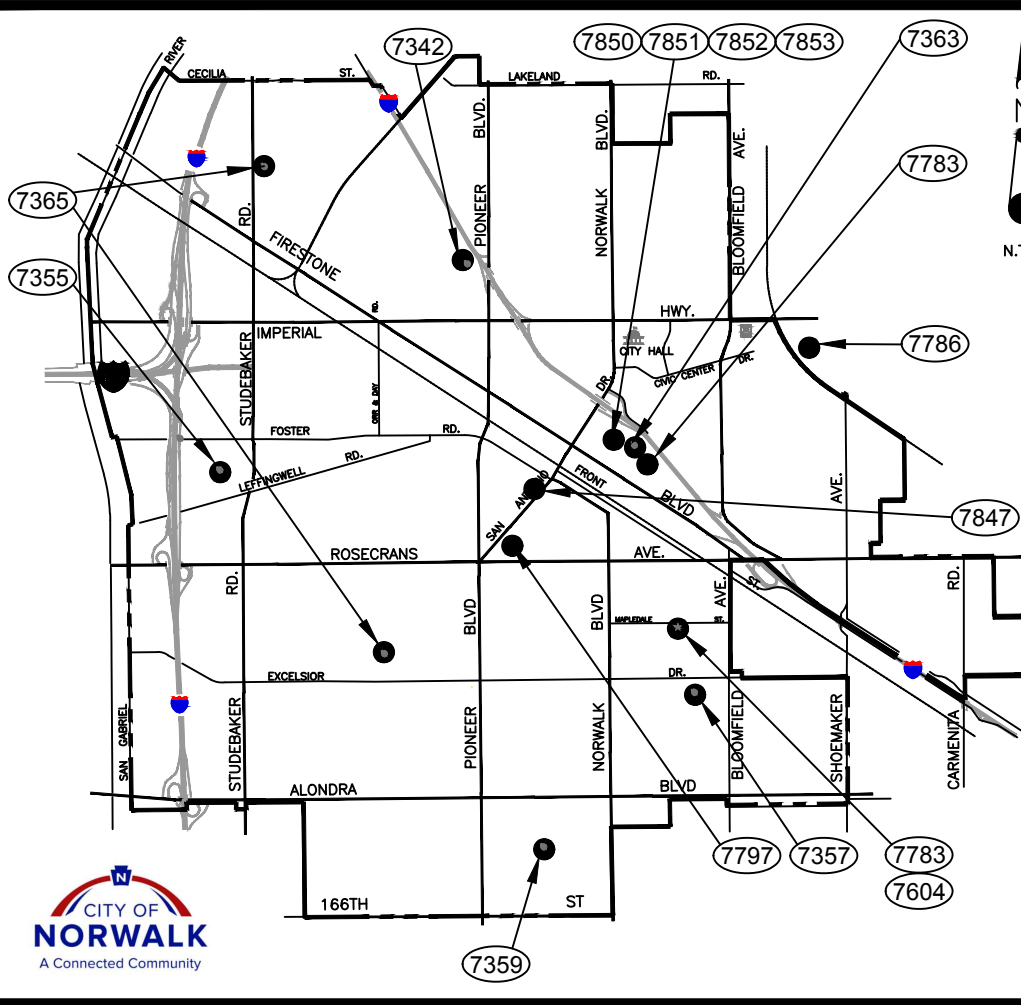


- CARRYOVER STREET AND TRAFFIC IMPROVEMENT PROJECTS**
- 7182 ALONDRA BLVD REHAB FROM GRIDLEY RD TO STUDEBAKER RD
  - 7184 CARMENITA RD FROM ROSECRANS AVE TO THE I-5 (CONSTRUCTION)
  - 7185 SHOEMAKER AVE FROM ROSECRANS AVE TO FIRESTONE FRONTAGE RD
  - 7195 I-605 HOTSPOTS - STUDEBAKER RD / ALONDRA BLVD
  - 7196 FIRESTONE BLVD. WIDENING FROM HOXIE TO IMPERIAL HWY.
  - 7197 FOSTER SIDE PANEL - STUDEBAKER RD. TO PIONEER BLVD.
  - 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 TO PIONEER BLVD
  - 7905 IMPERIAL HWY REHABILITATION - PHASE 1 WEST CITY LIMITS TO STUDEBAKER RD (DESIGN)
  - 7906 IMPERIAL HWY REHABILITATION - PHASE 2 STUDEBAKER RD. TO ORR & DAY RD. (DESIGN)
  - 7915 PAVEMENT REHABILITATION - FLALLON ST FROM 166TH ST TO NORTH END OF CUL DE SAC
  - 7917 PAVEMENT REHABILITATION - SPROUL ST FROM ESMOND AVE TO BELMART AVE
  - 7918 PAVEMENT REHABILITATION - 162ND ST FROM CLARKDALE AVE TO NORWALK BLVD
  - \*7919 PAVEMENT REHABILITATION - VARIOUS STREETS
  - \*7920 PAVEMENT REHABILITATION - VARIOUS STREETS PHASE II
  - 7921 PAVEMENT REHABILITATION - ALONDRA BLVD FROM GRIDLEY RD TO PIONEER BLVD
  - 7922 ACTIVE TRANSPORTATION PLAN - ALONDRA BLVD. FROM STUDEBAKER RD TO PIONEER BLVD.
  - 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-SHOEMAKER AVE
  - 7233 TRAFFIC SIGNAL & CURB RAMP IMPROVEMENT - FIRESTONE BLVD FROM WEST CITY LIMIT TO ROSECRANS AVE
  - 7234 TRAFFIC SIGNAL & CURB RAMP IMPROVEMENT - STUDEBAKER BLVD/ROSECRANS AVE & CECILIA ST
  - 7235 ITS - IMPERIAL HWY: SAN GABRIEL RIVER TO SHOEMAKER AVE
  - 7236 TRAFFIC SIGNAL - 166TH & CLARKDALE
  - 7237 TRAFFIC SIGNAL & CURB RAMP IMPR. - NORWALK BLVD. ( PHASE 1 - DESIGN )
  - 7238 TRAFFIC SIGNAL & CURB RAMP IMPR. - NORWALK BLVD. ( PHASE 2 - DESIGN )
  - 7239 TRAFFIC SIGNAL & CURB RAMP IMPR. - PIONEER BLVD. ( PHASE 1 - DESIGN )
  - 7240 TRAFFIC SIGNAL & CURB RAMP IMPR. - PIONEER BLVD. ( PHASE 2 - DESIGN )

- NEW FY 19-20 STREET AND TRAFFIC IMPROVEMENT PROJECTS**
- \*7923 CDBG LOCAL STREET REHABILITATION

\* PROJECT IS NOT LOCATION SPECIFIC OR HAS MULTIPLE LOCATIONS AND IS THEREFORE NOT SHOWN ON THE MAP.

# PARK/PUBLIC FACILITIES AND MISCELLANEOUS IMPROVEMENT PROJECTS



- CARRYOVER PARK FACILITIES/PUBLIC FACILITIES/MISC IMPROVEMENT PROJECTS
- 7342 SARA MENDEZ PARK IMPROVEMENTS
  - 7355 NEW RIVER PARK REHABILITATION
  - 7357 HOLIFIELD PARK (DESIGN)
  - 7359 HERMOSILLO PARK REHABILITATION
  - 7363 NORWALK PARK PLAYGROUND
  - \*7364 CONCEPT MASTER PLAN - NORWALK & HERMOSILLO PARK
  - 7786 NORWALK TRANSPORTATION MUNICIPAL SERVICES YARD
  - \*7796 HVAC REPLACEMENT - VARIOUS LOCATIONS
  - 7797 SENIOR CENTER PARKING LOT REDESIGN
  - \*7798 SLURRY SEAL PARKING LOTS
  - 7847 VETERAN'S AFFORDABLE HOUSING
  - \*7849 MEDIAN & SIDE PANEL TURF REPLACEMENT WITH DROUGHT TOLERANT PLANTS

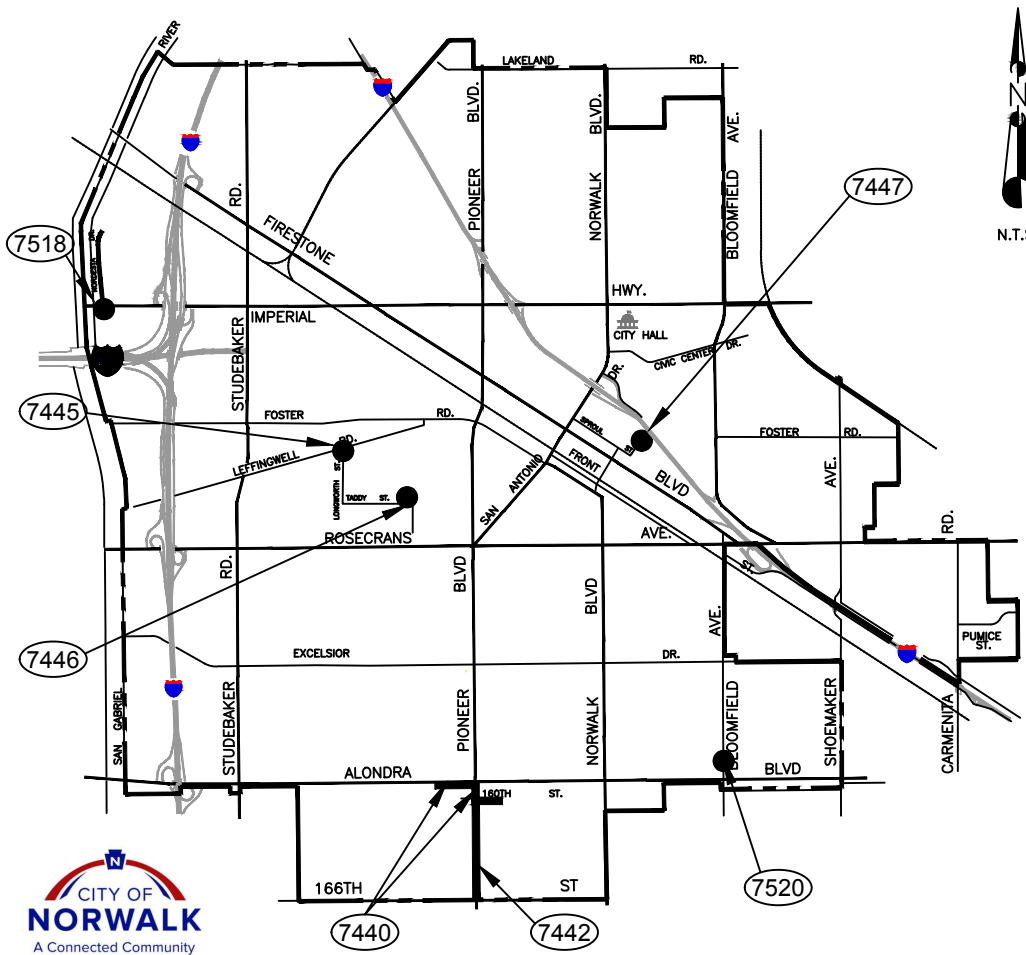
- NEW FY 19-20 PARK FACILITIES/PUBLIC FACILITIES/MISC IMPROVEMENT PROJECTS
- 7365 BALLFIELD LIGHTING INSTALLATION - GERDES & LAKESIDE PARKS
  - 7850 SKYLIGHT REPLACEMENT AND REGLAZING - COMMUNITY MEETING CENTER
  - 7852 WOOD FLOOR REPLACEMENT - NASC GYM & BOXING ROOM AND BLEACHERS
  - 7853 WOOD FLOOR REPLACEMENT - NASC RAQUETBALL COURTS AND DANCE ROOM
  - 7854 CAMERA SYSTEM - NASC AND CAC

\* PROJECT IS NOT LOCATION SPECIFIC OR HAS MULTIPLE LOCATIONS AND IS THEREFORE NOT SHOWN ON THE MAP.

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# WATER/SEWER/ENVIRONMENTAL SERVICES IMPROVEMENT PROJECTS



CARRYOVER WATER/SEWER/ENVIRONMENTAL SERVICES IMPROVEMENT PROJECTS

- \*7438 AMR/AMI - WATER (CITY MATCH)
- \*7439 EMERGENCY CONNECTION - SOUTHEAST SERVICE AREA
- 7440 PIPELINE - ALONDRA BLVD (MAIDSTONE AVE TO PIONEER BLVD ), PIONEER BLVD (ALONDRA BLVD TO 160TH ST), AND 160TH ST (PIONEER BLVD TO CLARKDALE AVE)
- \*7441 SCADA - WATER
- 7442 PIPELINE - PIONEER BLVD BETWEEN 160TH ST TO 166TH ST
- 7445 WELL 4 REHABILITATION
- \*7513 SEWER MANHOLE REPAIR / REPLACEMENT - CITY WIDE
- \*7515 CITYWIDE STORM DRAIN REPLACEMENT
- 7518 NORDESTA STORM DRAIN UPGRADE
- \*7519 SCADA - SEWER
- 7520 BLOOMFIELD SEWER LIFT STATION UPGRADE
- \*7521 SEWER MAIN REPAIR/REPLACEMENT - YEAR 3
- \*7522 MANHOLE INSPECTION & REPAIR NORTH WEST PORTION CITY
- \*7523 SEWER MAIN REPAIR/REPLACEMENT - YEAR 4

NEW FY 19-20 WATER/SEWER/ENVIRONMENTAL SERVICES IMPROVEMENT PROJECTS

- 7446 WELL 5 REHABILITATION
- 7448 WELL 10 EMERGENCY GENERATOR
- \*7524 MANHOLE INSPECTION & REPAIR - PHASE III
- \*7525 SEWER MAIN REPAIR/REPLACEMENT - YEAR 4

\* PROJECT IS NOT LOCATION SPECIFIC OR HAS MULTIPLE LOCATIONS AND IS THEREFORE NOT SHOWN ON THE MAP.

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## CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2019 ADOPTED FUNDING	FY 2019 ESTIMATED EXPENDITURES	FY 2020 ESTIMATED CARRYOVER	FY 2020 NEW APPROPRIATION	STATUS / COMMENTS
		<b>Street Improvements</b>					
	<b>7182</b>	<b>Alondra Blvd. Rehab from Gridley Rd. to Studebaker Rd.</b>					
227-70-7182	7182-227	Proposition "C"	995,329	-	995,329		Construction to repave the street will begin in late April 2019.
425-70-7182	7182-425	TDA Article 3	40,000	-	40,000		
		<b>Total of Carryover and New Appropriations</b>				<b>1,035,329</b>	
	<b>7184</b>	<b>Carmenita Rd. from Rosecrans Ave. to the I-5 (construction)</b>					
227-70-7184	7184-227	Proposition "C"	893,762	1,110	892,652		Project start date contingent on LA County completion of sewer construction work - late 2019/early 2020.
		<b>Total of Carryover and New Appropriations</b>				<b>892,652</b>	
	<b>7185</b>	<b>Shoemaker Ave. from Rosecrans Ave. to Firestone Frontage Rd.</b>					
227-70-7185	7185-227	Proposition "C"	902,520	18,620	883,900		Project to repave street and reconstruct median to start once the City accepts Caltrans freeway construction work - late 2019.
		<b>Total of Carryover and New Appropriations</b>				<b>883,900</b>	
	<b>7195</b>	<b>I-605 Hotspots - Studebaker Rd. /Alondra Blvd.</b>					
428-70-7195	7195-428	MTA Measure "R" (I 605 Mitigation)	380,757	15,141	365,616		Design near completion. Project to be bid Summer 2019 and construction estimated to begin Fall 2019.
		<b>Total of Carryover and New Appropriations</b>				<b>365,616</b>	
	<b>7196</b>	<b>Firestone Blvd. widening from Hoxie to Imperial Hwy.</b>					
227-70-7196	7196-227	Proposition "C"	116,000	829	115,171		Initial design work awarded Jan. 2019. Anticipate project completion 2021/2022.
428-70-7196	7196-428	MTA Measure "R" (I 605 Mitigation)	2,000,000	2,547	1,997,453		
		<b>Total of Carryover and New Appropriations</b>				<b>2,112,624</b>	

## CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2019 ADOPTED FUNDING	FY 2019 ESTIMATED EXPENDITURES	FY 2020 ESTIMATED CARRYOVER	FY 2020 NEW APPROPRIATION	STATUS / COMMENTS
	<b>7197</b>	<b>Foster Side Panel (Studebaker Rd. to Pioneer Blvd.)</b>					
228-70-7197	7197-228	Measure "R" Local Return	1,317,113	575,230	741,883		Project completed March 2019. Anticipate signal turn on early April 2019.
410-70-7197	7197-410	ATP Grant	600,521	180,175	420,346		
<b>Total of Carryover and New Appropriations</b>						<b>1,162,229</b>	
	<b>7901</b>	<b>I-605 Hotspots - Bloomfield Ave. / Imperial Hwy.</b>					
428-70-7901	7901-428	MTA Measure "R" (I 605 Mitigation)	882,658	-	882,658		Design underway. Construction estimated to begin Winter 2020 after review of impact from high speed rail project.
<b>Total of Carryover and New Appropriations</b>						<b>882,658</b>	
	<b>7902</b>	<b>I-605 Hotspots - Pioneer Blvd. /Imperial Hwy.</b>					
428-70-7902	7902-428	MTA Measure "R" (I 605 Mitigation)	1,455,092	-	1,455,092		Design underway. Project timeline contingent on completion of I-5 freeway work through Caltrans.
<b>Total of Carryover and New Appropriations</b>						<b>1,455,092</b>	
	<b>7903</b>	<b>I-605 Hotspots - Studebaker Rd. / Rosecrans Ave.</b>					
428-70-7903	7903-428	MTA Measure "R" (I 605 Mitigation)	1,596,080	14,713	1,581,367		Design underway and excepted to be completed late Summer 2019. Construction estimated to begin late Spring 2020.
<b>Total of Carryover and New Appropriations</b>						<b>1,581,367</b>	
	<b>7904</b>	<b>Foster Road Rehabilitation Studebaker Rd. / Pioneer Blvd.</b>					
227-70-7904	7904-227	Proposition "C"	159,235	44,902	114,333		Design expected June 2019. Construction to commence late 2019/early 2020.
430-70-7904	7904-430	Surface Transportation Program (STPL)	1,480,000	-	1,480,000		
<b>Total of Carryover and New Appropriations</b>						<b>1,594,333</b>	

## CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2019 ADOPTED FUNDING	FY 2019 ESTIMATED EXPENDITURES	FY 2020 ESTIMATED CARRYOVER	FY 2020 NEW APPROPRIATION	STATUS / COMMENTS
	<b>7905</b>	<b>Imperial Highway Rehabilitation Phase 1 West City Limits to Studebaker Rd. (Design)</b>					RFP's for design due April 2019. Changes due to Nordesta storm drain design.
227-70-7905	7905-227	Proposition "C"	98,335	4,320	94,015		
		<b>Total of Carryover and New Appropriations</b>				<b>94,015</b>	
	<b>7906</b>	<b>Imperial Highway Rehabilitation - Phase 2 Studebaker Rd. to Orr &amp; Day Rd. (Design)</b>					RFP due to be released for design Summer 2019.
426-70-7906	7906-426	Highway User Tax (HUT) Section 2103	78,665	-	78,665		
		<b>Total of Carryover and New Appropriations</b>				<b>78,665</b>	
	<b>7915</b>	<b>Pavement Rehabilitation Flallon St. from 166th St. to north end of cul de sac</b>					Project to begin Fall/Winter 2019.
228-70-7915	7915-228	Measure "R" Local Return	466,000	-	466,000		
		<b>Total of Carryover and New Appropriations</b>				<b>466,000</b>	
	<b>7917</b>	<b>Pavement Rehabilitation - Sproul St. from Esmond Ave. to Belmart Ave.</b>					Project to begin Fall/Winter 2019.
229-70-7917	7917-229	Measure "M"	-	-	-	175,000	
404-70-7917	7917-404	RMRA - Road Maint. Rehabilitation Acct	175,000	-	175,000	(175,000)	
		<b>Total of Carryover and New Appropriations</b>				<b>175,000</b>	
	<b>7918</b>	<b>Pavement Rehabilitation - 162nd St. from Clarkdale Ave. to Norwalk Blvd.</b>					Project to begin Fall/Winter 2019.
229-70-7918	7918-229	Measure "M"	-	-	-	360,000	
404-70-7918	7918-404	RMRA - Road Maint. Rehabilitation Acct	360,000	-	360,000	(360,000)	
		<b>Total of Carryover and New Appropriations</b>				<b>360,000</b>	



## CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2019 ADOPTED FUNDING	FY 2019 ESTIMATED EXPENDITURES	FY 2020 ESTIMATED CARRYOVER	FY 2020 NEW APPROPRIATION	STATUS / COMMENTS
	<b>7919</b>	<b>Pavement Rehabilitation -Various Streets</b>					
404-70-7919	7919-404	RMRA - Road Maint. Rehabilitation Acct	1,930,498	463,238	1,467,260		Project to be completed May 2019.
		<b>Total of Carryover and New Appropriations</b>				<b>1,467,260</b>	
	<b>7920</b>	<b>Pavement Rehabilitation -Various Streets Phase II</b>					
404-70-7920	7920-404	RMRA - Road Maint. Rehabilitation Acct	3,018,000	8,973	3,009,027	(1,865,211)	Project to begin Fall/Winter 2019.
229-70-7920	7920-229	Measure "M"	-	-	-	2,721,545	
		<b>Total of Carryover and New Appropriations</b>				<b>3,865,361</b>	
	<b>7921</b>	<b>Pavement Rehabilitation - Alondra Blvd. from Gridley Rd. to Pioneer Blvd.</b>					Project to be completed after Alondra ATP grant (#7922) for rehabilitation of side panels/bike lanes.
227-70-7921	7921-227	Proposition "C"	990,000	-	990,000		
		<b>Total of Carryover and New Appropriations</b>				<b>990,000</b>	
	<b>7922</b>	<b>Active Transportation Plan - Alondra Blvd. from Studebaker Rd. to Pioneer Blvd.</b>					Environmental work began March 2019. Design and construction work to be completed by December 2020.
229-70-7922	7922-229	Measure "M"	2,000	-	2,000		
428-70-7922	7922-428	MTA Measure "R" (I 605 Mitigation)	12,000	-	12,000		
		<b>Total of Carryover and New Appropriations</b>				<b>14,000</b>	

## CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2019 ADOPTED FUNDING	FY 2019 ESTIMATED EXPENDITURES	FY 2020 ESTIMATED CARRYOVER	FY 2020 NEW APPROPRIATION	STATUS / COMMENTS
		<b>Traffic Improvements</b>					
	<b>7228</b>	<b>Traffic Signal and Curb Ramp Improvement - Rosecrans Ave. between Studebaker Rd. &amp; Carmenita Rd.</b>					
228-70-7228	7228-228	Measure "R" Local Return	91,276	7,560	83,716		Under design to upgrade traffic signals and install pedestrian countdown heads. Advertise for bids in Summer 2018.
409-70-7228	7228-409	HSIP Grant	1,134,240	-	1,134,240		
		<b>Total of Carryover and New Appropriations</b>				<b>1,217,956</b>	
	<b>7229</b>	<b>Traffic Signal and Curb Ramp Improvement - Studebaker Rd. between Alondra Blvd. &amp; Rosecrans Ave.</b>					
228-70-7229	7229-228	Measure "R" Local Return	25,910	2,812	23,098		Under design to upgrade traffic signals and install pedestrian countdown heads. Advertise for bids in Fall 2018.
409-70-7229	7229-409	HSIP Grant	714,223	12,390	701,833		
		<b>Total of Carryover and New Appropriations</b>				<b>724,931</b>	
	<b>7230</b>	<b>Traffic Signal and Curb Ramp Improvement - San Antonio Dr. /Norwalk Blvd. between Rosecrans Ave. &amp; Civic Center Dr.</b>					
228-70-7230	7230-228	Measure "R" Local Return	56,676	-	56,676		Under design to upgrade traffic signals and install pedestrian countdown heads. Advertise for bids in Fall 2018.
409-70-7230	7230-409	HSIP Grant	790,651	3,604	787,047		
		<b>Total of Carryover and New Appropriations</b>				<b>843,723</b>	
	<b>7232</b>	<b>Traffic Signal &amp; Curb Ramp Improvement - Alondra Blvd./Pioma Ave./Shoemaker Ave.</b>					
228-70-7232	7232-228	Measure "R" Local Return	<b>247,319</b>	3,119	244,200		Design to start Summer 2018.
409-70-7232	7232-409	HSIP Grant	<b>1,323,467</b>	110,381	1,213,086		
		<b>Total of Carryover and New Appropriations</b>				<b>1,457,286</b>	

## CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2019 ADOPTED FUNDING	FY 2019 ESTIMATED EXPENDITURES	FY 2020 ESTIMATED CARRYOVER	FY 2020 NEW APPROPRIATION	STATUS / COMMENTS
	<b>7233</b>	<b>Traffic Signal &amp; Curb Ramp Improvement - Firestone Blvd./ West City limit &amp; Rosecrans Ave.</b>					
228-70-7233	7233-228	Measure "R" Local Return	133,459	1,110	132,349		
409-70-7233	7233-409	HSIP Grant	1,582,616	20,132	1,562,484		Design to start Summer 2018.
		<b>Total of Carryover and New Appropriations</b>				<b>1,694,833</b>	
	<b>7234</b>	<b>Traffic Signal &amp; Curb Ramp Improvement - Studebaker Blvd./Rosecrans Ave. &amp; Cecilia St.</b>					
228-70-7234	7234-228	Measure "R" Local Return	111,831	2,405	109,426		Design underway. Design anticipated to be completed Spring/Summer 2019.
409-70-7234	7234-409	HSIP Grant	1,173,564	45,695	1,127,869		
		<b>Total of Carryover and New Appropriations</b>				<b>1,237,295</b>	
	<b>7235</b>	<b>ITS - Imperial Hwy.: San Gabriel River to Shoemaker Ave.</b>					
423-70-7235	7235-423	MTA - Measure "R"	3,107,703	76,247	3,031,456		Design underway.
		<b>Total of Carryover and New Appropriations</b>				<b>3,031,456</b>	
	<b>7236</b>	<b>Traffic Signal - 166th St. &amp; Clarkdale Ave.</b>					
228-70-7236	7236-228	Measure "R" Local Return	326,059	4,379	321,680		Design underway.
		<b>Total of Carryover and New Appropriations</b>				<b>321,680</b>	
	<b>7237</b>	<b>Traffic Signal &amp; Ramp Impr. - Norwalk Blvd. ( Phase 1 - Design )</b>					
409-70-7237	7237-409	HSIP Grant	372,200	-	372,200		Issue RFP for design, Summer 2018.
		<b>Total of Carryover and New Appropriations</b>				<b>372,200</b>	

## CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2019 ADOPTED FUNDING	FY 2019 ESTIMATED EXPENDITURES	FY 2020 ESTIMATED CARRYOVER	FY 2020 NEW APPROPRIATION	STATUS / COMMENTS
	<b>7238</b>	<b>Traffic Signal &amp; Ramp Impr. - Norwalk Blvd. ( Phase 2 - Design )</b>					
228-70-7238	7238-228	Measure "R" Local Return	80,100	-	80,100		Issue RFP for design, Summer 2018.
409-70-7238	7238-409	HSIP Grant	80,100	-	80,100		
		<b>Total of Carryover and New Appropriations</b>				<b>160,200</b>	
	<b>7239</b>	<b>Traffic Signal &amp; Ramp Impr. - Pioneer Blvd. ( Phase I - Design )</b>					
409-70-7239	7239-409	HSIP Grant	282,100	-	282,100		Issue RFP for design, Summer 2018.
		<b>Total of Carryover and New Appropriations</b>				<b>282,100</b>	
	<b>7240</b>	<b>Traffic Signal &amp; Ramp Impr. - Pioneer Blvd. ( Phase 2- Design )</b>					
228-70-7240	7240-228	Measure "R" Local Return	75,400	-	75,400		Issue RFP for design, Summer 2018.
409-70-7240	7240-409	HSIP Grant	75,400	-	75,400		
		<b>Total of Carryover and New Appropriations</b>				<b>150,800</b>	

## CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2019 ADOPTED FUNDING	FY 2019 ESTIMATED EXPENDITURES	FY 2020 ESTIMATED CARRYOVER	FY 2020 NEW APPROPRIATION	STATUS / COMMENTS
		<b>Park Facilities</b>					
	<b>7342</b>	<b>Sara Mendez Park Improvements</b>					
743-70-7342	7342-743	Park Equipment/Renovation Fund	178,551	66,651	111,900		Restore park improvements removed during I-5 widening project including landscaping, fencing, curb and gutter. Reviewing for additional lighting and camera system.
		<b>Total of Carryover and New Appropriations</b>				<b>111,900</b>	
	<b>7355</b>	<b>New River Park Rehabilitation</b>					
743-70-7355	7355-743	Park Equipment/Renovation Fund	17,780	-	17,780		Monument and landscaping project to begin Summer 2019.
		<b>Total of Carryover and New Appropriations</b>				<b>17,780</b>	
	<b>7357</b>	<b>Holifield Park (Design)</b>					
435-70-7357	7357-435	2005 RDA Bond Proceeds	1,351,067	340	1,350,727		Master Plan and design of park improvements to incorporate 15 acres transferred to City from the Air Force.
		<b>Total of Carryover and New Appropriations</b>				<b>1,350,727</b>	
	<b>7359</b>	<b>Hermosillo Park Rehabilitation</b>					
743-70-7359	7359-743	Park Equipment/Renovation Fund	93,075	940	92,135		Master plan for park being designed. Anticipate applying for Prop 68 grant for construction August 2019.
		<b>Total of Carryover and New Appropriations</b>				<b>92,135</b>	
	<b>7363</b>	<b>Norwalk Park Playground</b>					
743-70-7363	7363-743	Park Equipment/Renovation Fund	300,000	-	300,000		On hold pending master design work being completed.
		<b>Total of Carryover and New Appropriations</b>				<b>300,000</b>	
	<b>7364</b>	<b>Concept Master Plan - Norwalk &amp; Hermosillo Park</b>					
743-70-7364	7364-743	Park Equipment/Renovation Fund	61,018	-	61,018		Design work anticipated to be completed Summer 2019.
		<b>Total of Carryover and New Appropriations</b>				<b>61,018</b>	

## CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2019 ADOPTED FUNDING	FY 2019 ESTIMATED EXPENDITURES	FY 2020 ESTIMATED CARRYOVER	FY 2020 NEW APPROPRIATION	STATUS / COMMENTS
		<b>Water</b>					
	<b>7438</b>	<b>AMR/AMI - Water (City Match)</b>					
702-70-7438	7438-702	Water Fund	578,219	-	578,219		Install advanced metering infrastructure system with Gateway's Water & Energy Efficiency Grants; Construction phase schedule to start in Fall/Winter 2019.
			<b>Total of Carryover and New Appropriations</b>			<b>578,219</b>	
	<b>7439</b>	<b>Emergency Connection - Southeast Service Area</b>					
702-70-7439	7439-702	Water Fund	297,315	-	297,315		Install an emergency connection with Liberty Utilities in southeast service area; pending agreement with Liberty Utilities.
			<b>Total of Carryover and New Appropriations</b>			<b>297,315</b>	
	<b>7440</b>	<b>Pipeline - Alondra Blvd (Maidstone Ave to Pioneer Blvd ) and Pioneer Blvd (Alondra Blvd to 160th St).</b>					
702-70-7440	7440-702	Water Enterprise Fund	1,252,685	-	1,252,685		Design and construct water main on Alondra Blvd (Maidstone to Pioneer), on Pioneer Blvd (Alondra to 160th) and on 160th St (Pioneer to Clarkdale); Construction phase schedule to start in Summer 2019.
			<b>Total of Carryover and New Appropriations</b>			<b>1,252,685</b>	
	<b>7441</b>	<b>SCADA - Water</b>					
702-70-7441	7441-702	Water Fund	760,000	-	760,000	240,000	Engineering design and installation of Supervisory Control And Data Acquisition (SCADA) infrastructure for the water system based on SCADA Need Assessment Study; Design phase schedule to start in Summer 2019.
			<b>Total of Carryover and New Appropriations</b>			<b>1,000,000</b>	
	<b>7442</b>	<b>Pipeline - Pioneer Blvd between 160th St to 166th St</b>					
702-70-7442	7442-702	Water Fund	100,000	62,288	37,712	1,200,000	Design and construct water main on Pioneer Blvd between 160th St to 166th St.; Construction phase schedule to start in Fall/Winter 2019.
			<b>Total of Carryover and New Appropriations</b>			<b>1,237,712</b>	

## CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2019 ADOPTED FUNDING	FY 2019 ESTIMATED EXPENDITURES	FY 2020 ESTIMATED CARRYOVER	FY 2020 NEW APPROPRIATION	STATUS / COMMENTS
	<b>7445</b>	<b>Well 4 Rehabilitation</b>					
702-70-7445	7445-702	Water Fund	250,000	-	250,000		Rehabilitate Well 4 for performance and durability; Rehabilitation work scheduled to Start in Summer 2019.
		<b>Total of Carryover and New Appropriations</b>				<b>250,000</b>	
		<b>Sewer</b>					
	<b>7513</b>	<b>Sewer Manhole Repair/Replacement - Sample City Wide</b>					
704-70-7513	7513-704	Sewer Fund	152,532	7,759	144,773		Engineering evaluation, design, and rehabilitation of deteriorated sewer manholes; Construction phase schedule to start in Spring/Summer 2019.
		<b>Total of Carryover and New Appropriations</b>				<b>144,773</b>	
	<b>7519</b>	<b>SCADA - Sewer</b>					
704-70-7519	7519-704	Sewer Fund	350,000	-	350,000	<b>250,000</b>	Engineering design and installation of Supervisory Control And Data Acquisition (SCADA) infrastructure for the sewer system based on SCADA Need Assessment Study; Design phase scheduled to start in Summer 2019.
		<b>Total of Carryover and New Appropriations</b>				<b>600,000</b>	
	<b>7520</b>	<b>Bloomfield Sewer Lift Station Upgrade</b>					
704-70-7520	7520-704	Sewer Fund	270,000	-	270,000		Design and construct the upgrade of Bloomfield Sewer Lift Station; Design phase schedule to start in Summer 2019.
		<b>Total of Carryover and New Appropriations</b>				<b>270,000</b>	
	<b>7521</b>	<b>Sewer Main Repair/Replacement - Year 3</b>					
704-70-7521	7521-704	Sewer Fund	894,694	50,995	843,699		Engineering design, and replacement/lining of deteriorated sewer main lines - year 3 of 50; Construction phase schedule to start in Summer/Fall 2019.
		<b>Total of Carryover and New Appropriations</b>				<b>843,699</b>	

## CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2019 ADOPTED FUNDING	FY 2019 ESTIMATED EXPENDITURES	FY 2020 ESTIMATED CARRYOVER	FY 2020 NEW APPROPRIATION	STATUS / COMMENTS
	<b>7522</b>	<b>Manhole Inspection &amp; Repair North West Portion City</b>					
704-70-7522	7522-704	Sewer Fund	300,000	-	300,000	<u>300,000</u>	Engineering evaluation, design, and rehabilitation of deteriorated sewer manholes - Northwest portion of the City; Evaluation/design phase schedule to start in Summer/Fall 2019.
		<b>Total of Carryover and New Appropriations</b>				<b>300,000</b>	
	<b>7523</b>	<b>Sewer Main Repair/Replacement - Year 4</b>					
704-70-7523	7523-704	Sewer Fund	950,000	-	950,000	<u>950,000</u>	Engineering design, and replacement/lining of deteriorated sewer main lines year 4 of 50; Design phase schedule to start in Summer/Fall 2019.
		<b>Total of Carryover and New Appropriations</b>				<b>950,000</b>	
		<b>Environmental Services</b>					
	<b>7515</b>	<b>Citywide Storm Drain Replacement</b>					
229-70-7515	7515-229	Measure "M"	100,000	-	100,000	<u>100,000</u>	Project to videotape storm drain locations citywide.
		<b>Total of Carryover and New Appropriations</b>				<b>100,000</b>	
	<b>7518</b>	<b>Nordesta Storm Drain Upgrade</b>					
228-70-7518	7518-228	Measure "R"	595,170	20,863	574,307	<u>574,307</u>	Design completed. Reviewing to incorporate with Imperial Highway project #7237.
		<b>Total of Carryover and New Appropriations</b>				<b>574,307</b>	



## CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2019 ADOPTED FUNDING	FY 2019 ESTIMATED EXPENDITURES	FY 2020 ESTIMATED CARRYOVER	FY 2020 NEW APPROPRIATION	STATUS / COMMENTS
		<b>Public Facilities Improvements</b>					
	<b>7786</b>	<b>Norwalk Transportation Municipal Services Yard</b>					
210-70-7786	7786-210	Proposition "A"	13,874	-	13,874		
227-70-7786	7786-227	Proposition "C"	170,331	6,656	163,675		
425-70-7786	7786-425	TDA Article 3	25,000	-	25,000		Construction began March 2019. Anticipated to be completed July 2019.
437-70-7786	7786-437	Cooperative Agreement	85,632	-	85,632		
711-70-7786	7786-711	Transit Grants	71,626	-	71,626		
712-70-7786	7786-712	FTA Grants	1,246,214	19,669	1,226,545		
		<b>Total of Carryover and New Appropriations</b>				<b>1,586,352</b>	
	<b>7796</b>	<b>HVAC Replacement - Various Locations</b>					
747-70-7796	7796-747	Building Renovation Fund	273,364	14,161	259,203		Replace worn out air conditioners throughout the City. RFP to be released for next phase Summer 2019.
		<b>Total of Carryover and New Appropriations</b>				<b>259,203</b>	
	<b>7797</b>	<b>Sr Center Parking Lot Redesign</b>					
101-70-7797	7797-101	General Fund	54,000	-	54,000		Parking lot redesign to provide pedestrian travel to and from the center.
		<b>Total of Carryover and New Appropriations</b>				<b>54,000</b>	
	<b>7798</b>	<b>Slurry Seal Parking Lots</b>					
101-70-7798	7798-101	General Fund - Gerdes Park	129,959	-	129,959		Design complete. Bid projects Summer 2019.
227-70-7798	7798-227	Proposition "C" - Metrolink parking lot	40,000	-	40,000		
		<b>Total of Carryover and New Appropriations</b>				<b>169,959</b>	

## CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2019 ADOPTED FUNDING	FY 2019 ESTIMATED EXPENDITURES	FY 2020 ESTIMATED CARRYOVER	FY 2020 NEW APPROPRIATION	STATUS / COMMENTS
		<b>Miscellaneous Improvements</b>					
	<b>7847</b>	<b>Veteran's Affordable Housing</b>					
435-70-7847	7847-435	RDA Bond Proceeds	923,755	1,050	922,705		Initial review of property to be completed Summer 2019
		<b>Total of Carryover and New Appropriations</b>				<b>922,705</b>	
		<b>Median &amp; Side Panel Turf Replacement with Drought Tolerant Plants</b>					
	<b>7849</b>						
228-70-7849	7849-228	Measure "R" Local Return					Project completed for grant December 2019. Additional plant material and boulders to be placed in medians and side panels.
412-70-7849	7849-412	CA Natural Resources Agency	341,694	307,046	34,648		
		<b>Total of Carryover and New Appropriations</b>				<b>34,648</b>	
<b>Number of carryover projects</b>	<b>57</b>	<b>CARRYOVER CAPITAL PROJECTS - TOTAL</b>	<b>\$ 43,961,414</b>	<b>\$ 2,178,050</b>	41,783,364	<b>\$ 44,329,698</b>	
		<b>NEW APPROPRIATIONS CAPITAL PROJECTS - TOTAL</b>				<b>2,546,334</b>	

## NEW CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2020 NEW APPROPRIATION	TOTAL NEW APPROPRIATION	STATUS / COMMENTS
<b>Street Improvements</b>					
	<b>7923</b>	<b>Local Street Rehabilitation</b>			
207-70-7923	7923-207	CDBG	500,000		Project to repave several streets in CDBG area. Fall/Winter 2019.
229-70-7923	7923-229	Measure "M"	102,000		
			<b>Total New Appropriations</b>	<b>602,000</b>	
<b>Park Facilities Improvements</b>					
	<b>7365</b>	<b>Ballfield lighting installation - Gerdes &amp; Lakeside Parks</b>			
743-70-7365	7365-743	Park Equipment/Renovation Fund	300,000		Installation of ballfield lighting for night play.
			<b>Total New Appropriations</b>	<b>300,000</b>	
<b>Public Facilities Improvements</b>					
	<b>7850</b>	<b>Skylight replacement and reglazing - Community Meeting Center</b>			
747-70-7850	7850-747	Building Replacement Fund	110,000		Replacement of skylights at entry and lobby of Community Meeting Center.
			<b>Total New Appropriations</b>	<b>110,000</b>	
	<b>7852</b>	<b>Wood Floor Replacement - NASC Gym &amp; Boxing room and Bleachers</b>			
747-70-7852	7852-747	Building Replacement Fund	475,000		Wood flooring to be replaced.
			<b>Total New Appropriations</b>	<b>475,000</b>	

## NEW CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2020 NEW APPROPRIATION	TOTAL NEW APPROPRIATION	STATUS / COMMENTS
	<b>7853</b>	<b>Wood Floor Replacement - NASC Racquetball Courts and Dance Room</b>			
747-70-7853	7853-747	Building Replacement Fund	150,000		Wood flooring to be replaced.
			<b>Total New Appropriations</b>	<b>150,000</b>	
	<b>7854</b>	<b>Camera System - NASC and CAC</b>			
747-70-7854	7854-747	Building Replacement Fund	298,000		Installation of cameras for area surrounding Arts and Sports Complex, Cultural Arts Center, and adjacent parking lot.
			<b>Total New Appropriations</b>	<b>298,000</b>	
		<b>Water</b>			
	<b>7446</b>	<b>Well 5 Rehabilitation</b>			
702-70-7446	7446-702	Water Fund	250,000		Rehabilitate Well 5 for performance and durability; Rehabilitation work scheduled to start in Fall/Winter 2019.
			<b>Total New Appropriations</b>	<b>250,000</b>	
	<b>7448</b>	<b>Well 10 Emergency Generator</b>			
702-70-7448	7448-702	Water Fund	100,000		Installation of Emergency Generator at Well 10 with Caltrans Financial Support.
			<b>Total New Appropriations</b>	<b>100,000</b>	

**NEW CAPITAL PROJECTS**

<u>BUDGET UNIT</u>	<u>PROJECT NUMBER</u>	<u>DESCRIPTION / FUNDING SOURCES</u>	<u>FY 2020 NEW APPROPRIATION</u>	<u>TOTAL NEW APPROPRIATION</u>	<u>STATUS / COMMENTS</u>
		<b>Sewer</b>			
704-70-7524	7524-704	<b>Manhole Inspection &amp; Repair - Phase III</b> Sewer Fund	<u>500,000</u>		Engineering evaluation, design, and rehabilitation of deteriorated sewer manholes - Phase 3.
			<b>Total New Appropriations</b>	<b>500,000</b>	
704-70-7525	7525-704	<b>Sewer Main Repair/Replacement - Year 4</b> Sewer Fund	<u>900,000</u>		Engineering design, and replacement/lining of deteriorated sewer main lines year 5 of 50.
			<b>Total New Appropriations</b>	<b>900,000</b>	
No. of New Projects:	10	<b>NEW CAPITAL PROJECTS - TOTAL</b>	<b><u>\$ 3,685,000</u></b>	<b><u>\$ 3,685,000</u></b>	

# MAYOR & COUNCIL

## ACTIVITES 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 19-20 COST
2108	<b>Conferences/Out of State:</b> City Council expenses related to conferences, seminars, and meetings held outside of California	\$ 10,000
2110	<b>Conferences &amp; Meetings:</b> City Council expenses related to conferences, seminars, and meetings held within California	22,000



**MAYOR & COUNCIL**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-10-1101	1020	REG SALARIES & WAGES	108,022	128,160	114,347	130,204
101-10-1101	1022	NON PERS - SALARIES & WAGES	511	711	524	-
101-10-1101	1040	OVERTIME SALARY & WAGES	-	800	-	800
101-10-1101	1052	AUTO ALLOWANCE	30,000	30,000	30,000	30,000
101-10-1101	1060	PAID SICK LEAVE	2,358	2,500	4,918	2,400
101-10-1101	1076	DEFERRED COMP-COUNCIL	34,310	30,424	38,874	30,308
101-10-1101	1078	MANAGEMENT BENEFIT 401A	1,141	1,142	1,141	1,142
101-10-1101	1080	MEDICARE	2,422	1,524	2,752	2,445
101-10-1101	1081	MGMT BENEFIT/MEDICAL	27,386	25,161	26,702	30,804
101-10-1101	1082	PERS - EMPLOYEES' PORTION	1,554	-	-	-
101-10-1101	1083	PERS - EMPLOYER PORTION	17,850	37,067	22,344	30,488
101-10-1101	1085	LIFE INSURANCE	759	803	743	929
101-10-1101	1088	LONG-TERM DISABILITY INSURANCE	479	718	472	739
101-10-1101	1090	MEDICAL INS - FT EMPLOYEES	8,396	7,620	5,806	7,335
101-10-1101	1091	DENTAL INS - FT EMPLOYEES	4,626	8,007	4,395	7,811
101-10-1101	1092	VISION INS - FT EMPLOYEES	1,203	1,996	1,205	1,905
101-10-1101	1095	MEDICAL INS - RETIREES	56,164	56,400	54,335	59,100
101-10-1101	1097	WORKER'S COMPENSATION	828	783	780	836
<b>PERSONNEL EXPENDITURES:</b>			<b>298,009</b>	<b>333,816</b>	<b>309,336</b>	<b>337,246</b>

**MAYOR & COUNCIL**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-10-1101	2108	CONFERENCE/OUT OF STATE	1,685	10,000	10,000	10,000
101-10-1101	2110	CONFERENCES & MEETINGS	18,928	22,000	22,000	22,000
101-10-1101	2111	MEMBERSHIP	-	500	500	500
101-10-1101	2140	OFFICE SUPPLIES	1,809	1,800	1,800	1,800
101-10-1101	2190	TELEPHONE & FAX	4,583	4,000	4,000	4,000
101-10-1101	2660	COUNCIL REORGANIZATION EVENT	6,083	6,500	6,500	6,500
101-10-1101	2661	RIOS - DISCR EXP	10,000	10,000	10,000	10,000
101-10-1101	2662	PEREZ - DISCR EXP	10,000	10,000	10,000	10,000
101-10-1101	2665	AYALA - DISCR EXP	10,000	10,000	10,000	10,000
101-10-1101	2667	SHRYOCK - DISCR EXP	9,500	10,000	10,000	10,000
101-10-1101	2668	VERNOLA - DISCR EXP	10,000	10,000	10,000	10,000
<b>OPERATING EXPENDITURES:</b>			<b>82,588</b>	<b>94,800</b>	<b>94,800</b>	<b>94,800</b>
<b>GENERAL FUND - MAYOR &amp; COUNCIL TOTAL:</b>			<b>380,597</b>	<b>428,616</b>	<b>404,136</b>	<b>432,046</b>

**MAYOR & COUNCIL**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
745-10-1101	3860	C/O-OFFICE EQUIPMENT	752	-	752	-
<b>EQUIPMENT REPLACEMENT FUND - MAYOR &amp; COUNCIL TOTAL:</b>			<b>752</b>	<b>-</b>	<b>752</b>	<b>-</b>
<b>ALL FUNDS - MAYOR &amp; COUNCIL TOTAL:</b>			<b>381,349</b>	<b>428,616</b>	<b>404,888</b>	<b>432,046</b>

# 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 contest.

**COMMUNITY PROMOTION COMMISSION**  
ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2260	<p><b>Development &amp; Promotion:</b> Emphasizing community promotion as a series of integrated programs and activities which serve to bring citizens together.</p> <p><i>Commission programs include:</i></p> <p><i>Home and Business Beautification Contest</i></p> <p><i>Holiday Home and Business Décor Contest</i></p> <p><i>First Responder Appreciation Luncheon</i></p> <p><i>All Commissioner Meet and Greet</i></p> <p><i>Appreciation All Year Long</i></p>	<p><b>\$ 9,000</b></p> <p>500</p> <p>500</p> <p>7,000</p> <p>500</p> <p>500</p>

# **PARKS AND RECREATION COMMISSION**

## **ACTIVITIES AND OBJECTIVES**

### **Description of Activities**

The Parks and Recreation Commission serves as an advisory body to the City Council. The commission provides input from the community regarding the programs, activities and issues relating to recreation, cultural arts, and overall community events.

### **Fiscal Year 2019-2020 Objectives**

To assist the Recreation and Park Services Department with city-wide events and other activities and programs.

The Commission currently conducts the Phone Home program during the night of the Halloween Festival. Our resident youth have an opportunity to receive prizes including a grand prize of a brand new bike. Local youth need to be home by 9:30 p.m. for an opportunity to win prizes. The goal is to get youth off the street at a decent hour and to reduce the amount of graffiti, and vandalism which happens on Halloween night.

**PARKS AND RECREATION COMMISSION**  
ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2110	<b>Conferences &amp; Meetings:</b> CPRS conference registration and expenses for 3 Commissioners	\$ 2,250
2170	<b>Special Materials &amp; Supplies:</b> Shirts and business cards for all Commissioners	500

# 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 19-20 COST
2110	<b>Conferences &amp; Meetings:</b> Annual planning conference registration and expenses for Commissioners	\$ 7,500
2112	<b>Expense Allowance:</b>	12,000
2170	<b>Special Materials &amp; Supplies:</b>	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 19-20 COST
2140	<b>Office Supplies:</b> General office supplies	\$ 500
2250	<b>Training:</b>	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 encompassing the four represented generations of seniors (Generation X, Baby Boomers, Silent Generation and GI Generation) actively participating at the center.
- 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 19-20 COST
2110	<b>Conferences &amp; Meetings:</b> Aging network meetings	\$ 100
2111	<b>Memberships:</b> California Parks and Recreation Society	200
2230	<b>Programs &amp; Activities:</b> 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 19-20 COST
2230	<b>Programs &amp; Activities:</b> 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 19-20 COST
2230	<b>Programs &amp; Activities:</b> Items for projects and/or dedication events.	\$ 1,000
2069	<b>Contract Services:</b> Various services for art installations throughout the City	3,000

## CITY COMMISSIONS

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-10-1123	2260	DEVELOPMENT AND PROMOTION	7,984	9,000	8,250	9,000
		<b>COMMUNITY PROMOTION COMMISSION:</b>	<b>7,984</b>	<b>9,000</b>	<b>8,250</b>	<b>9,000</b>
101-10-1127	2110	CONFERENCES & MEETINGS	-	-	-	2,250
101-10-1127	2170	SPECIAL MAT'LS-SUPPLIES	-	-	-	500
		<b>PARK &amp; RECREATION COMMISSION:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,750</b>
101-10-1128	2110	CONFERENCES & MEETINGS	3,299	7,500	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	51	250	250	250
		<b>PLANNING COMMISSION:</b>	<b>15,350</b>	<b>19,750</b>	<b>19,750</b>	<b>19,750</b>
101-10-1129	2140	OFFICE SUPPLIES	-	500	500	500
101-10-1129	2250	TRAINING EXPENSE	-	500	500	500
		<b>PUBLIC SAFETY COMMISSION:</b>	<b>-</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>

**CITY COMMISSIONS**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-10-1130	2110	CONFERENCES & MEETINGS	-	100	100	100
101-10-1130	2111	MEMBERSHIPS	-	200	200	200
101-10-1130	2230	PROGRAMS & ACTIVITIES	97	500	500	500
<b>SENIOR COMMISSION:</b>			<b>97</b>	<b>800</b>	<b>800</b>	<b>800</b>
101-10-1131	2230	PROGRAMS & ACTIVITIES	249	200	242	200
101-10-1131	2080	SOCIAL SERVICES NON PROFIT	-	15,000	15,000	-
<b>SOCIAL SERVICES COMMISSION:</b>			<b>249</b>	<b>15,200</b>	<b>15,242</b>	<b>200</b>
<b>GENERAL FUND - CITY COMMISSIONS TOTAL:</b>			<b>23,679</b>	<b>45,750</b>	<b>45,042</b>	<b>33,500</b>

### CITY COMMISSIONS

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
418-10-1132	1030	PART TIME WAGES	127	-	334	-
418-10-1132	1080	MEDICARE	2	-	5	-
418-10-1132	2240	DUPLICATING SERVICE CHARGE	296	-	-	-
418-10-1132	2230	PROGRAMS & ACTIVITIES	592	1,000	661	1,000
418-10-1132	2069	CONTRACT SVC/PROJECTS	1,360	3,000	3,000	3,000
<b>ART IN PUBLIC PLACES COMMISSION:</b>			<b>2,377</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>
<b>CITY COMMISSIONS TOTAL (ALL FUNDS):</b>			<b>26,057</b>	<b>49,750</b>	<b>49,042</b>	<b>37,500</b>

# 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.

**Budget Program: Administration, 1201**

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 18-19 Adopted Allocation</b>	<b>FY 19-20 Adopted Allocation</b>	<b>FY 18-19 Budgeted Salary</b>	<b>FY 19-20 Budgeted Salary</b>	<b>Position Title</b>	<b>FY 18-19 Adopted Hours</b>	<b>FY 19-20 Adopted Hours</b>	<b>FY 18-19 Number of PT Positions</b>	<b>FY 19-20 Number of PT Positions</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Wages</b>
City Manager (a)	0.74	0.74	196,248	202,135	Office Assistant II	1,560	1,560	1	1	40,402	40,400
Deputy City Manager (b)	0.75	0.75	124,407	124,407							
Senior Executive Assistant	1.00	1.00	86,432	86,436							
(a) 20% SA-RDA, 1% CDBG, 5% Water											
(b) 25% Homeless Outreach											
<b>TOTAL</b>	<b>2.49</b>	<b>2.49</b>	<b>407,087</b>	<b>412,978</b>	<b>TOTAL</b>	<b>1,560</b>	<b>1,560</b>	<b>1</b>	<b>1</b>	<b>40,402</b>	<b>40,400</b>

**ADMINISTRATION**  
ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2110	<b>Conferences &amp; Meetings:</b> City Manager expenses related to conferences, seminars and meetings held within California	\$ 15,000
2111	<b>Memberships:</b> International City Management Association	2,250
2230	<b>Programs &amp; Activities:</b> Community Congress	50,000
3860	<b>Capital Outlay - Office Equipment :</b> Copier (replacing asset #12935)	6,200

**CITY MANAGER'S OFFICE / ADMINISTRATION**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-10-1201	1020	REG SALARIES & WAGES	309,437	407,087	450,722	412,978
101-10-1201	1022	NON PERS - SALARIES & WAGES	803	864	864	-
101-10-1201	1030	PART TIME WAGES	41,733	40,402	33,043	40,400
101-10-1201	1049	BILINGUAL/CERTIFICATION PAY	650	650	293	-
101-10-1201	1052	AUTO ALLOWANCE	5,980	5,328	5,464	5,328
101-10-1201	1054	CELLPHONE ALLOWANCE	217	600	677	600
101-10-1201	1060	PAID SICK LEAVE	5,598	-	-	-
101-10-1201	1065	ACCRUED PAID VACATION	19,132	6,100	1,970	1,360
101-10-1201	1070	PAID SICK LEAVE AT TERMINATION	49,002	-	-	-
101-10-1201	1075	SEVERANCE PAY	269,782	-	-	-
101-10-1201	1078	MANAGEMENT BENEFIT 401A	20,558	33,627	35,564	34,098
101-10-1201	1079	COMMISSIONERS' BENEFIT	750	1,800	1,500	1,800
101-10-1201	1080	MEDICARE	10,100	6,815	7,686	7,353
101-10-1201	1081	MGMT BENEFIT/MEDICAL	3,270	8,924	5,006	12,358
101-10-1201	1082	PERS - EMPLOYEES' PORTION	2,450	-	-	-
101-10-1201	1083	PERS - EMPLOYER PORTION	77,437	116,050	125,706	131,196
101-10-1201	1085	LIFE INSURANCE	742	827	1,121	827



**CITY MANAGER'S OFFICE / ADMINISTRATION**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-10-1201	1088	LONG-TERM DISABILITY INSURANCE	2,394	4,112	3,798	4,172
101-10-1201	1090	MEDICAL INS - FT EMPLOYEES	23,300	29,126	45,960	30,482
101-10-1201	1091	DENTAL INS - FT EMPLOYEES	1,877	2,907	2,036	2,907
101-10-1201	1092	VISION INS - FT EMPLOYEES	355	694	943	694
101-10-1201	1093	MEDICAL INS - PT EMPLOYEES	3,442	3,420	1,520	3,420
101-10-1201	1094	DENTAL INS - PT EMPL	1,234	1,210	519	1,210
101-10-1201	1095	MEDICAL INS - RETIREES	90,365	103,300	99,583	111,400
101-10-1201	1097	WORKER'S COMPENSATION	3,416	4,584	4,584	4,817
<b>PERSONNEL EXPENDITURES:</b>			<b>944,021</b>	<b>778,428</b>	<b>828,561</b>	<b>807,400</b>

**CITY MANAGER'S OFFICE / ADMINISTRATION**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-10-1201	2110	CONFERENCES & MEETINGS	8,253	10,000	10,000	15,000
101-10-1201	2111	MEMBERSHIPS	1,750	2,250	2,250	2,250
101-10-1201	2130	OFFICE EQPT MTCE	392	300	300	300
101-10-1201	2140	OFFICE SUPPLIES	2,918	3,200	3,000	3,000
101-10-1201	2141	POSTAGE	1,867	1,600	1,400	1,600
101-10-1201	2190	TELEPHONE & FAX	4,612	4,400	4,400	4,400
101-10-1201	2220	VEHICLE MTCE & SUPPLIES	1,437	1,100	1,160	1,180
101-10-1201	2230	PROGRAMS & ACTIVITIES	-	40,000	40,000	50,000
101-10-1201	2240	DUPLICATING SERVICE CHG	428	500	500	500
<b>OPERATING EXPENDITURES:</b>			<b>21,657</b>	<b>63,350</b>	<b>63,010</b>	<b>78,230</b>

**CITY MANAGER'S OFFICE / ADMINISTRATION**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-10-1201	3860	C/O-OFFICE EQUIPMENT	-	-	-	6,200
		<b>CAPITAL OUTLAY EXPENDITURES:</b>	-	-	-	<b>6,200</b>
		<b>GENERAL FUND - CITY MANAGER TOTAL:</b>	<b>965,678</b>	<b>841,778</b>	<b>891,571</b>	<b>891,830</b>
745-10-1201	3860	C/O-OFFICE EQUIPMENT	1,612	-	5,197	-
		<b>CAPITAL OUTLAY EXPENDITURES:</b>	<b>1,612</b>	-	<b>5,197</b>	-
		<b>EQUIPMENT REPLACEMENT FUND - CITY MANAGER TOTAL:</b>	<b>1,612</b>	-	<b>5,197</b>	-
		<b>ALL FUNDS - CITY MANAGER TOTAL:</b>	<b>967,291</b>	<b>841,778</b>	<b>896,768</b>	<b>891,830</b>

# CITY ATTORNEY

## ACTIVITES 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 19-20 COST
2086	<b>Contract Services - Non-Classified:</b> City Attorney retainer	\$ 160,000
2086S	<b>Contract Services - Special Services:</b> Special study issues	200,000

**CITY ATTORNEY**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-10-1202	2086	CONTRACT SVC/NON-CLASS	216,146	160,000	160,000	160,000
101-10-1202	2086S	CONTRA SVC/SPECIAL STUDY	114,770	200,000	100,000	200,000
<b>GENERAL FUND - CITY ATTORNEY TOTAL:</b>			<b>330,916</b>	<b>360,000</b>	<b>260,000</b>	<b>360,000</b>

# 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 city-wide water delivery system; integrated waste management, including compliance with the California Integrated Waste Management Act of 1989 (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**

<b>Position Title</b>	<b>FY 18-19 Adopted Allocation</b>	<b>FY 19-20 Adopted Allocation</b>	<b>FY 18-19 Budgeted Salary</b>	<b>FY 19-20 Budgeted Salary</b>	<b>Position Title</b>	<b>FY 18-19 Adopted Hours</b>	<b>FY 19-20 Adopted Hours</b>	<b>FY 18-19 Number of PT Positions</b>	<b>FY 19-20 Number of PT Positions</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Wages</b>
Administrative Services Manager (a)	0.45	0.45	59,400	59,400	Public Safety Officer (c)	34	34	2	2	937	938
Management Analyst (b)	0.75	0.25	49,600	17,861							
(a) 38% Water, 17% Environmental Services					(c) Ewaste 1206						
(b) 50% Emergency Preparedness, 25% Water											
<b>TOTAL</b>	<b>1.20</b>	<b>0.70</b>	<b>109,000</b>	<b>77,261</b>	<b>TOTAL</b>	<b>34</b>	<b>34</b>	<b>2</b>	<b>2</b>	<b>937</b>	<b>938</b>



# MANAGEMENT SERVICES

## ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2080	<b>Contract Services - Non-Classified:</b> Implementation of recycling programs funded by grants from Cal Recycle, solid waste consulting services, and other contracts. <i>Council governance and organizational development</i> <i>Grant writing service</i>	<b>\$ 60,000</b>  10,000 50,000
2080	<b>Contract Services - Special Studies:</b> Voter Survey	<b>50,000</b>
2110	<b>Conferences &amp; Meetings:</b> Municipal Management Association of Southern California Annual Conference and Winter Forum, League of California Cities Conferences, and various legislative meetings	<b>3,500</b>
2111	<b>Memberships:</b> 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 (\$30,000 / \$6,000 is funded under Prop C and \$24,000 from general fund )</i> <i>COG (Gateway Cities Council of Governments) - (\$30,450 / \$14,500 funded under Prop C and \$15,950 general fund)</i>	<b>87,200</b> 28,500 1,500 5,500 11,000 250  500 24,000  15,950

## MANAGEMENT SERVICES

### ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2162	<b>Special Fee - Sacramento:</b> State advocacy services	29,500
2168	<b>Special Fee - Misc. Lobby:</b> Federal advocacy services	50,500
2230	<b>Programs &amp; Activities - AB 939:</b> Public education for recycling and waste management	1,500
2250	<b>Training:</b> Staff training, grant workshops, and attendance to Municipal Management Association of Southern California sessions	1,200
2080	<b>Contract Services - Recycling Activities:</b>	58,900
1206-2080	<i>E-Waste</i> <i>E-waste/shred-a-thon events</i>	1,000
1208-2080	<i>C&amp;D Recycling Forfeiture Funds</i> <i>Curbside pick up of e-waste and paint</i>	20,400
1209-2080	<i>Beverage Container Grant</i> <i>Beverage Container Grant - Program outreach</i>	8,000
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>	29,500

# MANAGEMENT SERVICES

## ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
227-2111	<p><b>Memberships:</b></p> <p style="margin-left: 40px;"><i>I-5 membership (\$30,000 / \$6,000 is funded under Prop C and \$24,000 from general fund.</i></p> <p style="margin-left: 40px;"><i>COG (Gateway Cities Council of Governments) - (\$29,000 / \$14,500 funded under Prop C and \$14,500 general fund)</i></p>	<p><b>20,500</b></p> <p style="margin-left: 40px;">6,000</p> <p style="margin-left: 40px;">14,500</p>
227-2150	<p><b>Rental/Lease Expense:</b></p> <p style="margin-left: 40px;">Transportation center yard - rental expense</p>	<p><b>12,000</b></p>

**MANAGEMENT SERVICES**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-10-1203	1020	REG SALARIES & WAGES	176,603	109,000	72,590	77,261
101-10-1203	1049	BI-LINGUAL/CERTIFICATION PAY	650	488	493	163
101-10-1203	1060	PAID SICK LEAVE	2,013	-	-	-
101-10-1203	1065	ACCRUED PAID VACATION	4,889	7,600	9,888	-
101-10-1203	1070	PAID SICK LEAVE ON TERMIN	-	-	10,699	-
101-10-1203	1078	MANAGEMENT BENEFIT 401A	2,222	1,188	440	1,188
101-10-1203	1080	MEDICARE	2,658	1,704	1,365	1,140
101-10-1203	1081	MGMT BENEFIT/MEDICAL	676	442	136	-
101-10-1203	1082	PERS - EMPLOYEES' PORTION	576	-	-	-
101-10-1203	1083	PERS - EMPLOYER PORTION	44,382	31,074	20,383	24,546
101-10-1203	1085	LIFE INSURANCE	488	240	70	76
101-10-1203	1088	LONG-TERM DISABILITY INSURANCE	1,717	1,101	561	780
101-10-1203	1090	MEDICAL INS - FT EMPLOYEES	29,137	19,755	15,243	15,921
101-10-1203	1091	DENTAL INS - FT EMPLOYEES	2,345	1,402	1,025	818
101-10-1203	1092	VISION INS - FT EMPLOYEES	469	278	154	202
101-10-1203	1097	WORKER'S COMPENSATION	1,332	1,200	1,200	882
<b>PERSONNEL EXPENDITURES:</b>			<b>270,158</b>	<b>175,471</b>	<b>134,245</b>	<b>122,976</b>

**MANAGEMENT SERVICES**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-10-1203	2071	CONTRACT SVC/WFB BUILDING	5,543	5,600	5,600	5,600
101-10-1203	2080	CONTRACT SVC/NON-CLASS	36,177	60,000	50,000	110,000
101-10-1203	2086	LEGAL SERVICES	-	2,000	-	-
101-10-1203	2110	CONFERENCES & MEETINGS	3,072	3,500	3,500	3,500
101-10-1203	2111	MEMBERSHIPS	87,050	85,250	85,250	87,200
101-10-1203	2140	OFFICE SUPPLIES	2,068	1,800	1,800	1,800
101-10-1203	2141	POSTAGE	1,214	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	162	1,000	1,000	1,000
101-10-1203	2190	TELEPHONE & FAX	341	500	400	500
101-10-1203	2230	PROGRAMS & ACTIVITIES	1,008	1,500	1,500	1,500
101-10-1203	2240	DUPLICATING SERVICE CHG	432	600	600	600
101-10-1203	2250	TRAINING EXPENSE	95	1,200	1,200	1,200
<b>OPERATING EXPENDITURES:</b>			<b>214,382</b>	<b>243,950</b>	<b>231,850</b>	<b>293,900</b>
<b>MANAGEMENT SERVICES TOTAL:</b>			<b>484,541</b>	<b>419,421</b>	<b>366,095</b>	<b>416,876</b>

**MANAGEMENT SERVICES**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-10-1206	1030	PART TIME WAGES	291	937	937	938
101-10-1206	1080	MEDICARE	4	14	14	14
101-10-1206	2170	SPECIAL MAT'LS-SUPPLIES	464	-	-	-
101-10-1206	2080	CONTRACT SVC/NON-CLASS	-	1,000	1,000	1,000
<b>E-WASTE TOTAL</b>			<b>759</b>	<b>1,951</b>	<b>1,951</b>	<b>1,952</b>

**MANAGEMENT SERVICES**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-10-1208	1020	REG SALARIES & WAGES	597	-	-	-
101-10-1208	1048	BI-LINGUAL/CERTIFICAT PAY	20	-	-	-
101-10-1208	1049	MEDICAL OPT-OUT-GEN. UNIT	4	-	-	-
101-10-1208	1080	MEDICARE	9	-	-	-
101-10-1208	1082	PERS - EMPLOYEES' PORTION	8	-	-	-
101-10-1208	1083	PERS - EMPLOYER PORTION	150	-	-	-
101-10-1208	1085	LIFE INSURANCE	0	-	-	-
101-10-1208	1088	LONG-TERM DISABILITY INSURANCE	4	-	-	-
101-10-1208	1090	MEDICAL INS - FT EMPLOYEES	14	-	-	-
101-10-1208	1091	DENTAL INS - FT EMPLOYEES	3	-	-	-
101-10-1208	1092	VISION INS - FT EMPLOYEES	0	-	-	-
101-10-1208	2230	PROGRAMS & ACTIVITIES	3,620	1,700	1,095	1,700
101-10-1208	2080	CONTRACT SVC/NON-CLASS	16,565	18,000	18,000	20,400
<b>RECYCLING ACTIVITES TOTAL</b>			<b>20,995</b>	<b>19,700</b>	<b>19,095</b>	<b>22,100</b>

**MANAGEMENT SERVICES**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-10-1209	2170	SPECIAL MAT'LS-SUPPLIES	-	5,800	6,000	18,330
101-10-1209	2230	PROGRAMS & ACTIVITIES	14,113	3,000	220	-
101-10-1209	2080	CONTRACT SVC/NON-CLASS	8,098	9,000	9,000	8,000
<b>BEVERAGE CONTAINER GRANT TOTAL</b>			<b>22,211</b>	<b>17,800</b>	<b>15,220</b>	<b>26,330</b>
101-10-1210	2080	CONTRACT SVC/NON-CLASS	42,984	28,500	28,500	29,500
<b>USED OIL GRANT TOTAL</b>			<b>42,984</b>	<b>28,500</b>	<b>28,500</b>	<b>29,500</b>
<b>GENERAL FUND - MANAGEMENT SERVICES TOTAL:</b>			<b>571,489</b>	<b>487,372</b>	<b>430,861</b>	<b>496,758</b>



**MANAGEMENT SERVICES**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
227-10-1203	2111	MEMBERSHIPS	21,500	20,500	20,500	20,500
227-10-1203	2150	RENTAL EXPENSE	12,000	12,000	12,000	12,000
227-10-1203	2237	PROG & ACT/COG SPECIAL STUDY	20,000	20,000	20,000	20,000
<b>PROP C FUND MANAGEMENT SERVICES TOTAL:</b>			<b>53,500</b>	<b>52,500</b>	<b>52,500</b>	<b>52,500</b>
<b>MANAGEMENT SERVICES TOTAL (ALL FUNDS):</b>			<b>631,399</b>	<b>539,872</b>	<b>488,973</b>	<b>549,258</b>

# 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 Division 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.
- Refresh, redesign, and realign the City's website to include online payment options, resident surveys, and interactive forms.
- Enact aggressive media relations program to include weekly media alerts, story pitches, Op-eds, newswire submissions, and calendar listings.
- Bolster the City's social media presence by enhancing Norwalk's Facebook page, and adding Twitter, Instagram, and Yelp for integrated cross-platforming.
- 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.

# COMMUNICATIONS AND PUBLIC AFFAIRS

## ACTIVITIES AND OBJECTIVES

- 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.



## COMMUNICATIONS & PUBLIC AFFAIRS

### ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2050	Publications: Subscriptions	\$ 500
2080	Contract Services - Non-Classified:	17,000
	<i>Maintenance of electronic reader board</i>	1,500
	<i>Photographer</i>	1,000
	<i>Website hosting services</i>	10,000
	<i>Government 2.0 hosting services</i>	1,500
	<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	10,000
2230	Programs & Activities:	40,000
	Annual Veteran's and Memorial Day events, miscellaneous special events; promotional and informational materials; miscellaneous public relations activities; 2020 Vision	
	<i>Veteran's Day (and Resource Fair) - equipment rentals, food, and canopy</i>	6,000
	<i>Memorial Day - equipment rentals, linens, food, and canopy</i>	4,000
	<i>State of the City Luncheon (a/v rentals, stage décor)</i>	10,000

**COMMUNICATIONS & PUBLIC AFFAIRS**  
ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2230	<b>Programs &amp; Activities:</b> (continued)	
	<i>Misc. community events: receptions, hosting special meetings, community forums, events with local partner agencies, community event sponsorships,</i>	8,000
	<i>Public relations activities and promotional materials</i>	12,000
2250	<b>Training:</b>	
	Updating staff on graphic arts, video format, and media relations, social media etc.	1,000
2262	<b>Community Newsletter:</b>	
	Printing cost for the Norwalk Now Newsletter - monthly edition to include a Business Report Section	120,000
2265	<b>Community Relations:</b>	
	Media advertising for City events and programs	5,000
2267	<b>Development &amp; Promotion:</b>	
	Chamber of Commerce support	41,500
3860	<b>Capital Outlay - Office Equipment :</b>	
	Copier (replacing asset #12887)	3,700
1211-2230	<b>Programs &amp; Activities:</b>	
	Hometown Hero Banner Program	7,200
1212-2069	<b>Contract Services - Special Projects:</b>	
	Census Activities	40,000

## COMMUNICATIONS AND PUBLIC AFFAIRS

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-10-1204	1020	REG SALARIES & WAGES	239,475	289,783	269,913	294,510
101-10-1204	1022	NON PERS - SALARIES & WAGES	1,841	1,934	1,979	-
101-10-1204	1030	PART TIME WAGES	12,476	48,680	22,684	48,670
101-10-1204	1040	OVERTIME SALARY & WAGES	470	1,100	1,463	1,100
101-10-1204	1048	MEDICAL OPT-OUT-GEN. UNIT	3,065	2,880	3,048	2,880
101-10-1204	1049	BILINGUAL/CERTIFICATION PAY	1,095	1,235	1,241	1,235
101-10-1204	1060	PAID SICK LEAVE	1,477	7,000	13,056	8,400
101-10-1204	1065	ACCRUED PAID VACATION	9,893	9,000	9,427	7,750
101-10-1204	1070	PAID SICK LEAVE ON TERMIN	-	-	12,391	-
101-10-1204	1078	MANAGEMENT BENEFIT 401A	1,502	1,928	1,479	1,912
101-10-1204	1080	MEDICARE	3,907	5,286	4,882	5,391
101-10-1204	1081	MGMT BENEFIT/MEDICAL	2,346	2,950	2,784	5,278
101-10-1204	1082	PERS - EMPLOYEES' PORTION	4,883	-	-	-
101-10-1204	1083	PERS - EMPLOYER PORTION	60,236	82,610	75,625	93,562
101-10-1204	1085	LIFE INSURANCE	872	1,124	920	783
101-10-1204	1088	LONG-TERM DISABILITY INSURANCE	2,231	2,928	2,271	2,975
101-10-1204	1090	MEDICAL INS - FT EMPLOYEES	26,253	29,017	32,999	30,943

**COMMUNICATIONS AND PUBLIC AFFAIRS**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-10-1204	1091	DENTAL INS - FT EMPLOYEES	2,097	3,270	2,231	3,270
101-10-1204	1092	VISION INS - FT EMPLOYEES	527	616	543	616
101-10-1204	1093	MEDICAL INS - PT EMPLOYEES	241	-	282	-
101-10-1204	1095	MEDICAL INS - RETIREES	20,173	19,900	19,181	49,100
101-10-1204	1097	WORKER'S COMPENSATION	3,324	3,192	3,192	3,364
101-10-1204	1100	ACA AFFORDABILITY STIPEND	13	-	19	-
<b>PERSONNEL EXPENDITURES:</b>			<b>398,400</b>	<b>514,433</b>	<b>481,612</b>	<b>561,738</b>



**COMMUNICATIONS AND PUBLIC AFFAIRS**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-10-1204	2050	PUBLICATIONS	1,308	1,000	100	500
101-10-1204	2080	CONTRACT SVC/NON-CLASS	17,576	17,000	14,100	17,000
101-10-1204	2081	CONTRACT SVC/SPECIAL STUDIES	999	-	2,000	2,000
101-10-1204	2100	UTILITIES	543	900	550	900
101-10-1204	2110	CONFERENCES & MEETINGS	-	3,000	3,000	3,500
101-10-1204	2111	MEMBERSHIPS	294	500	500	600
101-10-1204	2130	OFFICE EQPT MTCE	629	600	500	900
101-10-1204	2140	OFFICE SUPPLIES	3,746	5,000	5,000	5,000
101-10-1204	2141	POSTAGE	1,446	2,500	2,500	2,500
101-10-1204	2170	SPECIAL MAT'LS-SUPPLIES	11,401	10,000	10,000	10,000
101-10-1204	2190	TELEPHONE & FAX	1,993	2,200	2,200	2,200
101-10-1204	2230	PROGRAMS & ACTIVITIES	31,017	39,000	39,000	40,000
101-10-1204	2240	DUPLICATING SERVICE CHARGE	329	280	100	250
101-10-1204	2250	TRAINING	40	1,500	100	1,000
101-10-1204	2262	COMMUNITY NEWSLETTER	115,164	120,000	120,000	120,000
101-10-1204	2265	PUBLIC RELATIONS EXPENSE	4,808	5,000	4,000	5,000
101-10-1204	2267	DEV'T & PROM / BUS PROMOTION	41,500	41,500	41,500	41,500
<b>OPERATING EXPENDITURES:</b>			<b>232,793</b>	<b>249,980</b>	<b>245,150</b>	<b>252,850</b>

**COMMUNICATIONS AND PUBLIC AFFAIRS**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-10-1204	3860	C/O-OFFICE EQUIPMENT	-	-	-	3,700
		<b>CAPITAL OUTLAY EXPENDITURES:</b>	-	-	-	<b>3,700</b>
101-10-1211	2230	PROGRAMS & ACTIVITIES	3,612	7,200	3,000	7,200
		<b>TOTAL HOMETOWN HERO BANNER PROGRAM</b>	<b>3,612</b>	<b>7,200</b>	<b>3,000</b>	<b>7,200</b>
101-10-1212	2069	CONTRACT SVC/PROJECTS	-	50,000	50,000	40,000
		<b>TOTAL CENSUS ACTIVITIES</b>	-	<b>50,000</b>	<b>50,000</b>	<b>40,000</b>
		<b>GENERAL FUND - COMMUNICATIONS AND PUBLIC AFFAIRS TOTAL:</b>	<b>634,805</b>	<b>821,613</b>	<b>779,762</b>	<b>865,488</b>
745-10-1204	3860	C/O-OFFICE EQUIPMENT	876	-	-	-
		<b>EQUIPMENT REPLACEMENT FUND - COMMUNICATIONS AND PUBLIC AFFAIRS TOTAL:</b>	<b>876</b>	-	-	-
		<b>COMMUNICATIONS AND PUBLIC AFFAIRS TOTAL (ALL FUNDS):</b>	<b>635,681</b>	<b>821,613</b>	<b>779,762</b>	<b>865,488</b>

# 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 past 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**

<b>Position Title</b>	<b>FY 18-19 Adopted Allocation</b>	<b>FY 19-20 Adopted Allocation</b>	<b>FY 18-19 Budgeted Salary</b>	<b>FY 19-20 Budgeted Salary</b>	<b>Position Title</b>	<b>FY 18-19 Adopted Hours</b>	<b>FY 19-20 Adopted Hours</b>	<b>FY 18-19 Number of PT Positions</b>	<b>FY 19-20 Number of PT Positions</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Wages</b>
Production Supervisor	1.00	1.00	65,448	65,460	Production Specialist	1,950	1,950	1	1	54,188	54,178
					Production Assistant	2,912	2,912	4	4	51,803	51,796
<b>TOTAL</b>	<b>1.00</b>	<b>1.00</b>	<b>65,448</b>	<b>65,460</b>	<b>TOTAL</b>	<b>4,862</b>	<b>4,862</b>	<b>5</b>	<b>5</b>	<b>105,991</b>	<b>105,974</b>

**CABLE TELEVISION PRODUCTION**  
ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2080	<b>Contract Services - Non-Classified:</b> Technical maintenance/repair services	\$ 2,500
2170	<b>Special Materials &amp; Supplies:</b> Cables, bulbs, studio maintenance supplies, etc.	6,000
3860	<b>Capital Outlay - Office Equipment:</b> Upgrades to Council Chamber's sound and visual equipment to include new monitors, panel switches, cables, monitor stands, etc.	60,000

**CABLE TV**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-10-1207	1020	SALARIES & WAGES	63,857	65,448	65,460	65,460
101-10-1207	1022	NON PERS - SALARIES & WAGES	639	654	655	-
101-10-1207	1030	PART TIME WAGES	91,566	105,991	93,921	105,974
101-10-1207	1040	OVERTIME SALARY & WAGES	138	-	3,866	-
101-10-1207	1049	BI-LINGUAL/CERTIFICATION PAY	650	650	650	650
101-10-1207	1060	PAID SICK LEAVE	2,947	3,100	6,069	3,200
101-10-1207	1065	ACCRUED PAID VACATION	4,912	5,400	5,230	5,875
101-10-1207	1080	MEDICARE	2,304	2,628	2,550	2,627
101-10-1207	1082	PERS - EMPLOYEE'S PORTION	1,948	-	-	-
101-10-1207	1083	PERS - EMPLOYER PORTION	15,989	18,658	18,257	20,796
101-10-1207	1085	LIFE INSURANCE	233	254	233	254
101-10-1207	1088	LONG-TERM DISABILITY INSURANCE	598	661	555	661
101-10-1207	1090	MEDICAL INS - FT EMPLOYEES	12,900	14,400	14,400	14,400
101-10-1207	1091	DENTAL INS - FT EMPLOYEES	1,234	1,168	1,167	1,168
101-10-1207	1092	VISION INS - FT EMPLOYEES	151	152	181	152
101-10-1207	1093	MEDICAL INS - PT EMPLOYEES	-	-	1,520	3,420
101-10-1207	1094	DENTAL INS - PT EMPLOYEES	1,234	1,210	1,686	1,210
101-10-1207	1097	WORKER'S COMPENSATION	336	721	720	748
101-10-1207	1100	ACA AFFORDABILITY STIPEND	-	-	271	-
<b>PERSONNEL EXPENDITURES:</b>			<b>201,636</b>	<b>221,095</b>	<b>217,120</b>	<b>226,594</b>

**CABLE TV**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-10-1207	2080	CONTRACT SVC/NON-CLASS	100	2,500	1,000	2,500
101-10-1207	2100	UTILITIES	543	900	550	900
101-10-1207	2140	OFFICE SUPPLIES	82	250	250	250
101-10-1207	2170	SPECIAL MAT'LS-SUPPLIES	3,547	6,000	6,000	6,000
101-10-1207	2175	REPRODUCTION SUPPLIES	3,105	-	-	-
<b>OPERATING EXPENDITURES:</b>			<b>7,376</b>	<b>9,650</b>	<b>7,800</b>	<b>9,650</b>
101-10-1207	3860	C/O-OFFICE EQUIPMENT	6,741	57,500	100	60,000
<b>CAPITAL OUTLAY EXPENDITURES:</b>			<b>6,741</b>	<b>57,500</b>	<b>100</b>	<b>60,000</b>
<b>GENERAL FUND - CABLE TV TOTAL:</b>			<b>215,753</b>	<b>288,245</b>	<b>225,292</b>	<b>296,244</b>
745-10-1207	3860	C/O-OFFICE EQUIPMENT	(1)	-	4,808	-
<b>EQUIPMENT REPLACEMENT FUND - CABLE TV TOTAL:</b>			<b>(1)</b>	<b>-</b>	<b>4,808</b>	<b>-</b>
<b>CABLE TV TOTAL (ALL FUNDS):</b>			<b>215,752</b>	<b>288,245</b>	<b>230,100</b>	<b>296,244</b>

# 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, staff liaison for I-5 JPA, management of city-wide duplication, mail services, and operation of the main City Hall switchboard, and execution of other vital documents.

### **Objectives**

- Monitor legislation beneficial to the City and work with the California City Clerk's Association and/or lobbyists and legislators when necessary on such legislation.
- Review and update of records management schedule by department. Continue implementation of city-wide records management program including procedures and forms for off-site storage and scheduled destruction. Plan and implement city-wide "document destruction day(s)".
- Maintain the Norwalk Municipal Code with regular updates to the codifier and supplements.
- Administer the 2020 General Municipal Election with the LA County Registrar Recorders office.
- Provide information to City Council, City departments, and the public efficiently and courteously.





**CITY CLERK**  
ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2080	<b>Contract Services - Non-Classified:</b>  <i>Legislative history software support</i> <i>Off-site storage of city-wide records</i> <i>Document destruction</i> <i>Support for OnBase document imaging system</i> <i>Maintenance of retention schedule</i> <i>Agenda display software</i>	<b>\$ 34,250</b>  1,900 3,000 1,000 18,100 250 10,000
2110	<b>Conferences &amp; Meetings:</b> 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	<b>2,500</b>
2235	<b>Municipal Code Developments &amp; Update:</b> Maintain the Norwalk Municipal Code online and print annual update	<b>1,500</b>
3860	<b>Capital Outlay - Office Equipment:</b> Color scanner, new	<b>1,700</b>

**CITY CLERK**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-10-1301	1020	SALARIES & WAGES	425,755	445,070	464,997	442,274
101-10-1301	1022	NON PERS - SALARIES & WAGES	2,487	2,548	2,548	-
101-10-1301	1030	PART TIME WAGES	3,675	43,991	-	-
101-10-1301	1045	COMP TIME PAY	833	-	-	-
101-10-1301	1049	BILINGUAL/CERTIFICATION PAY	1,750	1,300	1,300	1,300
101-10-1301	1060	PAID SICK LEAVE	7,882	10,900	12,400	13,400
101-10-1301	1065	ACCRUED PAID VACATION	7,041	10,600	5,030	11,860
101-10-1301	1078	MANAGEMENT BENEFIT 401A	5,116	5,056	6,090	5,056
101-10-1301	1080	MEDICARE	6,395	7,586	7,139	7,029
101-10-1301	1081	MGMT BENEFIT/MEDICAL	8,759	8,745	10,876	10,952
101-10-1301	1082	PERS - EMPLOYEES' PORTION	7,625	-	-	-
101-10-1301	1083	PERS - EMPLOYER PORTION	107,043	126,880	130,050	140,503
101-10-1301	1085	LIFE INSURANCE	1,320	1,492	1,372	1,492
101-10-1301	1088	LONG-TERM DISABILITY INSURANCE	4,773	4,494	4,841	4,466
101-10-1301	1090	MEDICAL INS - FT EMPLOYEES	49,798	58,508	51,509	53,239
101-10-1301	1091	DENTAL INS - FT EMPLOYEES	6,870	6,774	6,965	6,774
101-10-1301	1092	VISION INS - FT EMPLOYEES	1,013	1,051	1,107	1,051
101-10-1301	1095	MEDICAL INS - RETIREES	39,306	40,400	39,102	41,400
101-10-1301	1097	WORKER'S COMPENSATION	5,544	5,402	5,400	6,653
<b>PERSONNEL EXPENDITURES:</b>			<b>692,984</b>	<b>780,798</b>	<b>750,726</b>	<b>747,449</b>

**CITY CLERK**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-10-1301	2050	PUBLICATIONS	185	300	454	600
101-10-1301	2055	LEGAL ADVERTISING	4,212	6,000	2,000	3,000
101-10-1301	2080	CONTRACT SVC/NON-CLASS	46,721	34,000	34,000	34,250
101-10-1301	2110	CONFERENCES & MEETINGS	2,343	3,000	2,000	2,500
101-10-1301	2111	MEMBERSHIPS	595	600	500	600
101-10-1301	2130	OFFICE EQPT MTCE	3,525	5,900	1,500	3,800
101-10-1301	2140	OFFICE SUPPLIES	4,474	1,000	2,500	3,000
101-10-1301	2141	POSTAGE	947	1,000	800	1,000
101-10-1301	2142	POSTAGE FEE - CITY WIDE	2,870	4,000	3,500	3,500
101-10-1301	2151	EQUIPMENT LEASE	8,787	15,000	13,220	15,000
101-10-1301	2190	TELEPHONE & FAX	3,602	4,000	4,000	4,000
101-10-1301	2220	VEHICLE MTCE & SUPPLIES	3,598	1,600	2,310	2,350
101-10-1301	2235	MUNICIPAL CODE MAINTENANCE	1,871	6,500	1,500	1,500
101-10-1301	2240	DUPLICATING SERVICE CHARGE	4,945	3,700	3,000	3,000
101-10-1301	2241	DUPLICATION & MAIL ROOM SUPPLIES	4,873	5,000	5,000	5,000
101-10-1301	2250	TRAINING EXPENSE	-	1,500	1,400	1,200
<b>OPERATING EXPENDITURES:</b>			<b>93,545</b>	<b>93,100</b>	<b>77,684</b>	<b>84,300</b>

**CITY CLERK**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-10-1301	3860	C/O-OFFICE EQUIPMENT	-	-	54	1,700
101-10-1301	3999	INTER-DEPT TXFR/DUPLICATION SVC	(48,974)	(60,000)	(40,000)	(60,000)
<b>CAPITAL OUTLAY EXPENDITURES:</b>			<b>(48,974)</b>	<b>(60,000)</b>	<b>(39,946)</b>	<b>(58,300)</b>
<b>GENERAL FUND - CITY CLERK TOTAL:</b>			<b>737,555</b>	<b>813,898</b>	<b>788,464</b>	<b>773,449</b>
745-10-1301	3860	C/O-OFFICE EQUIPMENT	2,373	-	-	-
<b>EQUIPMENT REPLACEMENT FUND - CITY CLERK TOTAL:</b>			<b>2,373</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>CITY CLERK TOTAL (ALL FUNDS):</b>			<b>739,928</b>	<b>813,898</b>	<b>788,464</b>	<b>773,449</b>

**CITY CLERK - ELECTION**  
ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2080	<b>Contract Services - Non-Classified:</b> Election operation - LA County	\$ 100,000
2141	<b>Postage:</b> Return postage for each Vote By Mail ballot (New-required by law)	24,500

## ELECTIONS

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-10-1302	2055	LEGAL ADVERTISING	-	-	-	2,000
101-10-1302	2079	CONTRACT SVC / TRANSLATION	-	-	-	1,000
101-10-1302	2080	CONTRACT SVC/NON-CLASS	11,528	-	10,402	100,000
101-10-1302	2141	POSTAGE	69	-	-	24,500
101-10-1302	2410	ELECTION EXPENSE	-	-	-	500
<b>OPERATING EXPENDITURES:</b>			<b>11,597</b>	<b>-</b>	<b>10,402</b>	<b>129,200</b>
<b>GENERAL FUND - CITY CLERK / ELECTION TOTAL:</b>			<b>11,597</b>	<b>-</b>	<b>10,402</b>	<b>129,200</b>

# MANAGEMENT INFORMATION SYSTEMS

## ACTIVITIES AND OBJECTIVES

### **Description of Activities**

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

### **Objectives**

- Continue management of City's network to provide an environment for optimal productivity and security.
- Manage city-wide assets such as servers, switches, computers, printers, monitors, etc.
- Implement web based business applications, as requested by departments.
- Continue support and expansion of GIS System, as needed.
- Provide tablet support for staff.
- Manage & expand Wi-Fi network as necessary.
- Manage bandwidth.
- Assist with external software installations and issues.
- Coordinate/provide assistance for department technology projects.
- Provide phone support for 292 desk phones and 68 cell phones.



**Budget Program: MIS, 1205**

**Full Time Positions**

**Part Time Positions**

Position Title	Full Time Positions		Full Time Positions		Position Title	Part Time Positions		Part Time Positions		FY 18-19 Budgeted Wages	FY 19-20 Budgeted Wages
	FY 18-19 Adopted Allocation	FY 19-20 Adopted Allocation	FY 18-19 Budgeted Salary	FY 19-20 Budgeted Salary		FY 18-19 Adopted Hours	FY 19-20 Adopted Hours	FY 18-19 Number of PT Positions	FY 19-20 Number of PT Positions		
					Information Systems Specialist	2,000	2,000	1	1	79,126	79,115
<b>TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>-</b>	<b>-</b>	<b>TOTAL</b>	<b>2,000</b>	<b>2,000</b>	<b>1</b>	<b>1</b>	<b>79,126</b>	<b>79,115</b>

# MANAGEMENT INFORMATION SYSTEMS - NETWORK CONTRACT SERVICES

## ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2080	<b>Contract Services:</b>  <i>Computer system contract support</i> <i>Data storage - cloud based</i> <i>GIS maintenance</i> <i>City-wide cabling needs</i>	<b>\$ 266,000</b> 243,000 10,000 6,000 7,000
2089	<b>Computer System Maintenance &amp; Support:</b>  <i>Cyber Security Software</i> <i>Software licensing</i> <i>Server licenses</i> <i>Windows 2019 Data Center &amp; CALS</i> <i>Windows Enterprise licenses (200)</i> <i>Network upgrades</i>	<b>170,500</b>  47,000 35,000 14,000 22,500 40,000 12,000
2192	<b>Internet, ISDN, DSL Service:</b>  <i>IDE bandwidth, circuit, router (citywide)</i> <i>DSL</i> <i>Tablet expense (Council, Public Safety, Public Services, Community Development)</i>	<b>148,000</b> 138,000 3,000 7,000



**M.I.S. - NETWORK CONTRACT SERVICES**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-10-1205	1030	PART TIME WAGES	76,892	79,126	75,920	79,115
101-10-1205	1040	OVERTIME SALARY & WAGES	282	-	-	-
101-10-1205	1080	MEDICARE	1,119	1,147	1,101	1,147
<b>PERSONNEL EXPENDITURES:</b>			<b>78,294</b>	<b>80,273</b>	<b>77,021</b>	<b>80,262</b>
101-10-1205	2080	CONTRACT SVC/NON-CLASS	239,322	246,500	240,742	266,000
101-10-1205	2089	COMP SYST MAINT & SUPPORT	70,504	118,000	118,000	170,500
101-10-1205	2132	COMPUTER SUPPLIES	6,045	8,000	8,000	7,000
101-10-1205	2140	OFFICE SUPPLIES	499	500	500	500
101-10-1205	2190	TELEPHONE & FAX	2,658	200	250	200
101-10-1205	2192	INTERNET, ISDN DSL SERVICE	146,064	157,000	133,800	148,000
<b>OPERATING EXPENDITURES:</b>			<b>465,092</b>	<b>530,200</b>	<b>501,292</b>	<b>592,200</b>
101-10-1205	3860	C/O-OFFICE EQUIPMENT	-	-	-	54,400
<b>CAPITAL OUTLAY EXPENDITURES:</b>			<b>-</b>	<b>-</b>	<b>-</b>	<b>54,400</b>
<b>GENERAL FUND - M.I.S. NETWORK CONTRACT SERVICES TOTAL:</b>			<b>543,386</b>	<b>610,473</b>	<b>578,313</b>	<b>726,862</b>

**M.I.S. - NETWORK CONTRACT SERVICES**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
745-10-1205	3860	OFFICE EQUIP/ REPLACE COMPUTERS	52,545	124,900	124,900	65,000
		<b>COMPUTER REPLACEMNT FUND - M.I.S. NETWORK CONTRACT SERVICES TOTAL:</b>	<b>52,545</b>	<b>124,900</b>	<b>124,900</b>	<b>65,000</b>
		<b>M.I.S. NETWORK CONTRACT SERVICES TOTAL (ALL FUNDS):</b>	<b>595,931</b>	<b>735,373</b>	<b>703,213</b>	<b>791,862</b>

# HUMAN RESOURCES

## ACTIVITIES AND OBJECTIVES

### **Description of Activities**

The Department of Human Resources and Risk Management strives to provide quality personnel services to internal and external customers, adhere to equitable and ethical personnel standards, and effectively manage risks to the City.

The Department provides centralized support to the City's management staff, employees, the public, and the City Council in the areas of labor and employee relations, recruitment and selection, employee benefits administration, employee training and development, health and safety as well as compensation, and classification. The Department also administers the City's Risk Management program including Worker's Compensation and General Liability programs.

### **Objectives**

- Review and update the City's Personnel Rules and Regulations.
- Assess and implement necessary changes to the City's risk management program and related functions.
- Assess and implement necessary changes to Human Resources administrative policies and procedures.
- Effectively administer provisions of labor agreements between the City and its bargaining units.
- Build effective and positive employee/labor relations.
- Create a Succession Plan to assess training needs and workforce development.
- Working with the City's management team, develop strategies to help 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 citywide safety program.
- Conduct Employee Engagement Surveys



## HUMAN RESOURCES

### ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2080	<b>Contract Services - Non-Classified:</b>  <i>Employment and labor attorney services</i> <i>Employee Assistance Program</i> <i>Recruitment testing services</i> <i>Reasonable accommodation assessments</i> <i>Cal OSHA compliance</i> <i>Ergonomic evaluations</i> <i>Applicant tracking system</i>	<b>\$ 80,400</b>  43,000 15,000 3,000 2,000 5,000 1,450 10,950
2230	<b>Programs &amp; Activities:</b>  <i>Employee service awards</i> <i>Employee recognition activities</i> <i>Employee Halloween Luncheon</i> <i>Benefits Fair</i> <i>Retirement presentations</i> <i>Safety Committee events</i>	<b>40,875</b>  15,500 16,500 2,500 1,000 4,875 500
2450	<b>Liability, Fire &amp; Other Insurance:</b>  General liability insurance (including retrospective balance adjustments), all-risk property insurance, and fidelity bond	<b>912,320</b>



## HUMAN RESOURCES

### ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2452	<b>Employment Screenings:</b>  <i>Pre-employment physical examinations</i> <i>Department of Justice background screenings</i>	<b>10,500</b>  5,500 5,000
3860	<b>Capital Outlay - Office Equipment :</b>  Copier (replacing asset #12939)	<b>6,200</b>

## HUMAN RESOURCES

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-10-1401	1020	SALARIES & WAGES	397,393	461,695	362,119	467,988
101-10-1401	1022	NON PERS - SALARIES & WAGES	1,617	1,658	770	-
101-10-1401	1030	PART TIME WAGES	47,818	42,016	50,691	89,685
101-10-1401	1049	BILINGUAL/CERTIFICATION PAY	2,850	3,250	3,250	3,250
101-10-1401	1052	AUTO ALLOWANCE	4,800	4,800	4,800	4,800
101-10-1401	1065	ACCRUED PAID VACATION	10,110	11,400	7,740	9,800
101-10-1401	1045	COMP TIME PAY	977	-	-	-
101-10-1401	1074	EMPLOYEE AWARDS	350	5,000	-	5,000
101-10-1401	1078	MANAGEMENT BENEFIT 401A	5,732	6,069	5,732	6,320
101-10-1401	1080	MEDICARE	6,768	7,840	6,309	8,707
101-10-1401	1081	MGMT BENEFIT/MEDICAL	10,812	10,931	11,253	13,690
101-10-1401	1082	PERS - EMPLOYEES' PORTION	4,840	-	-	-
101-10-1401	1083	PERS - EMPLOYER PORTION	100,054	131,618	101,720	148,673
101-10-1401	1085	LIFE INSURANCE	1,073	1,256	845	1,151
101-10-1401	1088	LONG-TERM DISABILITY INSURANCE	3,877	4,664	3,507	4,728
101-10-1401	1090	MEDICAL INS - FT EMPLOYEES	36,861	46,913	37,994	52,099
101-10-1401	1091	DENTAL INS - FT EMPLOYEES	5,544	4,672	4,669	4,672
101-10-1401	1092	VISION INS - FT EMPLOYEES	880	608	817	608
101-10-1401	1095	MEDICAL INS - RETIREES	38,191	41,100	40,141	43,700
101-10-1401	1097	WORKER'S COMPENSATION	5,688	5,286	5,280	5,545
101-10-1401	1099	RETIREE-RPLMT BENEFIT PLN	26,651	13,000	15,000	13,000
<b>PERSONNEL EXPENDITURES:</b>			<b>712,887</b>	<b>803,776</b>	<b>662,636</b>	<b>883,416</b>

## HUMAN RESOURCES

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-10-1401	2050	PUBLICATIONS	1,526	1,500	1,500	1,500
101-10-1401	2056	CLASSIFIED ADVERTISING	8,655	7,500	7,500	7,500
101-10-1401	2080	CONTRACT SVC/NON-CLASS	98,201	79,700	79,700	80,400
101-10-1401	2081	CONTRACT SVC/SPECIAL STUDY	6,743	-	-	-
101-10-1401	2110	CONFERENCES & MEETINGS	3,266	6,000	6,000	6,000
101-10-1401	2111	MEMBERSHIPS	883	1,300	1,300	1,300
101-10-1401	2130	OFFICE EQPT MTCE	709	1,100	900	2,000
101-10-1401	2140	OFFICE SUPPLIES	7,517	7,200	7,200	7,200
101-10-1401	2141	POSTAGE	1,473	3,000	3,000	3,000
101-10-1401	2161	ADMINISTRATIVE COSTS	2,192	10,000	-	-
101-10-1401	2190	TELEPHONE & FAX	3,300	3,300	3,300	3,300
101-10-1401	2220	VEHICLE MTCE & SUPPLIES	1,032	1,400	1,400	1,470
101-10-1401	2230	PROGRAMS & ACTIVITIES	31,353	40,875	40,875	40,875
101-10-1401	2240	DUPLICATING SERVICE CHG	2,424	3,700	3,700	3,700
101-10-1401	2250	TRAINING EXPENSE	3,539	14,500	14,500	14,500
101-10-1401	2251	TRAINING EXPENSE-TUITION	8,144	15,000	15,000	15,000
101-10-1401	2252	INTERVIEW EXPENSE	4,039	3,500	3,500	3,500
101-10-1401	2450	LIAB, FIRE & OTHERS INS.	1,267,131	713,900	713,900	912,320
101-10-1401	2452	EMPLOYMENT SCREENING	13,348	10,500	10,500	10,500
101-10-1401	2455	PHYSICAL EXAMS	2,930	2,000	3,500	3,500
<b>OPERATING EXPENDITURES:</b>			<b>1,468,405</b>	<b>925,975</b>	<b>917,275</b>	<b>1,117,565</b>

## HUMAN RESOURCES

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-10-1401	3860	C/O-OFFICE EQUIPMENT	-	2,000	-	6,200
<b>CAPITAL OUTLAY EXPENDITURES:</b>			-	<b>2,000</b>	-	<b>6,200</b>
<b>GENERAL FUND - HUMAN RESOURCES TOTAL:</b>			<b>2,181,292</b>	<b>1,731,751</b>	<b>1,579,911</b>	<b>2,007,181</b>
745-10-1401	3860	C/O-OFFICE EQUIPMENT	1,164	-	1,037	-
<b>EQUIPMENT REPLACEMENT FUND - HUMAN RESOURCES TOTAL:</b>			<b>1,164</b>	-	<b>1,037</b>	-
<b>HUMAN RESOURCES TOTAL (ALL FUNDS):</b>			<b>2,182,457</b>	<b>1,731,751</b>	<b>1,580,948</b>	<b>2,007,181</b>
101-10-1401	1098	OPEB-FUTURE RETIREES -FT	629,850	984,600	984,600	984,600
<b>OPEB IRREVOCABLE TRUST FUND - HUMAN RESOURCES TOTAL:</b>			<b>629,850</b>	<b>984,600</b>	<b>984,600</b>	<b>984,600</b>

## EMPLOYEE BENEFITS

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
735-10-1402	2421	LIFE INSURANCE	40,095	53,615	55,182	54,319
735-10-1402	2422	DISABILITY INSURANCE	167,763	192,137	153,093	193,793
735-10-1402	2424	UNEMPLOYMENT INSURANCE	1,332	35,000	19,224	35,000
735-10-1402	2425	VISION INSURANCE- PT	2,178	2,170	2,178	2,170
735-10-1402	2426	VISION INSURANCE	37,447	38,972	36,516	39,527
735-10-1402	2427	MEDICARE COVERAGE	327,185	331,636	347,359	332,524
735-10-1402	2428	COUNCIL'S CONTRIBUTIONS	52,469	30,424	181,602	36,000
735-10-1402	2430	WORKER'S COMPENSATION	1,126,901	1,043,867	1,043,904	1,095,667
735-10-1402	2431	MEDICAL INSURANCE - FT	2,268,002	2,682,328	2,412,308	2,789,867
735-10-1402	2432	MEDICAL INSURANCE - PT	139,740	129,960	134,122	126,540
735-10-1402	2433	MEDICAL INSURANCE - RETIREES	1,412,083	1,494,000	1,627,787	1,522,500
735-10-1402	2434	DENTAL INSURANCE - FT	250,071	261,661	228,568	267,506
735-10-1402	2435	DENTAL INSURANCE - PT	48,971	50,820	47,758	50,820
735-10-1402	2436	MEDICAL INS - OPEB	1,166,780	1,610,600	1,610,600	1,610,600
735-10-1402	2440	RETIREMENT CONTRIBUTION	4,562,443	5,422,688	4,828,781	6,094,905
735-10-1402	2444	401A CONTRIBUTIONS	87,628	144,008	37,147	136,585
<b>EMPLOYEE BENEFIT FUND TOTAL:</b>			<b>11,691,089</b>	<b>13,523,887</b>	<b>12,766,128</b>	<b>14,388,324</b>

# 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 the 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
- Continue implementing Community Congress goals and objectives:
  - *Long-term financial forecasting*
  - *Assessment of technology for efficiency in processes*
  - *Business license audit*
  - *Financing for Capital Improvements*
- Evaluate strategies to manage the rising pension costs and possible funding options of the unfunded pension liabilities
- Evaluate and update fiscal policies and procedures
- Cost Allocation Plan Update – including A-87 Compliant Cost Allocation
- Full canvass of animal licenses

**Budget Program: Finance, 1501**

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 18-19 Adopted Allocation</b>	<b>FY 19-20 Adopted Allocation</b>	<b>FY 18-19 Budgeted Salary</b>	<b>FY 19-20 Budgeted Salary</b>	<b>Position Title</b>	<b>FY 18-19 Adopted Hours</b>	<b>FY 19-20 Adopted Hours</b>	<b>FY 18-19 Number of PT Positions</b>	<b>FY 19-20 Number of PT Positions</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Wages</b>
Director of Finance/City Treasurer (a)	0.65	0.65	102,687	102,687	Account Clerk II	1,820	1,820	1	1	40,718	43,329
Controller/Deputy Treasurer (b)	0.57	0.57	75,240	75,240							
Senior Accountant (c)	0.62	0.62	53,879	53,949							
Purchasing Agent (d)	0.97	0.97	71,598	71,598							
Payroll Specialist (e)	0.96	0.96	73,907	73,913							
Account Clerk III (f) (g)	1.82	1.85	116,290	121,096							
Account Clerk II (h)	4.25	4.25	237,583	231,168							
(a) 14% SA-RDA; 5% CDBG; 9% Water, 5% 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% Childcare, 3% Childcare - Stage 1											
(g) +1 Account Clerk III - 85% Water Fund, 15% Sewer											
(h) 60% Water, 7% Prop C Admin, 5% Sewer, 3% Childcare - Stage II											
<b>TOTAL</b>	<b>9.84</b>	<b>9.87</b>	<b>731,184</b>	<b>729,651</b>	<b>TOTAL</b>	<b>1,820</b>	<b>1,820</b>	<b>1</b>	<b>1</b>	<b>40,718</b>	<b>43,329</b>

**FINANCE**  
ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2050	<b>Publications:</b> 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	<b>Contract Services - Non-Classified:</b>	<b>86,780</b>
	<i>Cash carrier</i>	7,200
	<i>Property tax and sales tax related estimates &amp; reports</i>	24,280
	<i>Utility user and franchise tax compliance audits &amp; reports</i>	29,000
	<i>Cost recovery of State Mandates</i>	12,000
	<i>Pension Obligations Actuarial Study - GASB 68</i>	2,800
	<i>Security system</i>	1,500
	<i>Post employment benefits - GASB 75</i>	10,000
2084	<b>Contract Services - Animal Control:</b> Animal Control (annual services); Full license canvass, and other expenses relating to animal licensing	<b>542,728</b>
2089	<b>Contract Services - Financial System:</b> Financial accounting, billing, and reporting systems maintenance	<b>151,800</b>
2110	<b>Conferences &amp; Meetings:</b> 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	<b>5,900</b>



**FINANCE**  
ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2111	<b>Memberships:</b>  <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> COSTCO	<b>1,570</b>  840 330 100 100 100 100
2400	<b>Audit Fees:</b> Audit contract with independent accountants for City audit requirements	<b>47,300</b>
2609	<b>Los Angeles County Administrative Cost:</b> Property tax administrative cost	<b>3,500</b>
3860	<b>Capital Outlay - Office Equipment:</b>  <i>Folder/inserter (replacing asset #12769). Total cost \$11,400 (\$5,700 Finance, \$5,700 Water)</i> <i>Copiers (replacing asset #12936, 12934)</i>	<b>14,500</b>  5,700 8,800

## FINANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-10-1501	1020	SALARIES & WAGES	689,096	731,184	708,622	729,651
101-10-1501	1022	NON PERS - SALARIES & WAGES	3,079	3,157	3,108	-
101-10-1501	1030	PART TIME WAGES	46,023	40,718	27,457	43,329
101-10-1501	1048	MEDICAL OPT-OUT-GEN. UNIT	11,467	12,240	12,415	12,648
101-10-1501	1049	BILINGUAL/CERTIFICATION PAY	1,704	2,581	1,777	2,555
101-10-1501	1052	AUTO ALLOWANCE	3,315	3,120	3,213	3,120
101-10-1501	1060	PAID SICK LEAVE	5,170	10,300	10,323	11,500
101-10-1501	1065	ACCRUED PAID VACATION	12,034	18,700	9,730	14,210
101-10-1501	1078	MANAGEMENT BENEFIT 401A	5,878	5,613	5,712	5,613
101-10-1501	1080	MEDICARE	11,214	12,051	11,344	12,066
101-10-1501	1081	MGMT BENEFIT/MEDICAL	8,812	8,123	9,290	9,483
101-10-1501	1082	PERS - EMPLOYEES' PORTION	9,089	-	-	-
101-10-1501	1083	PERS - EMPLOYER PORTION	172,875	208,444	198,159	231,801
101-10-1501	1085	LIFE INSURANCE	1,758	1,972	1,921	2,195
101-10-1501	1088	LONG-TERM DISABILITY INSURANCE	6,917	7,385	6,464	7,370
101-10-1501	1090	MEDICAL INS - FT EMPLOYEES	66,265	70,592	73,386	81,455
101-10-1501	1091	DENTAL INS - FT EMPLOYEES	8,837	8,548	7,398	8,548

## FINANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-10-1501	1092	VISION INS - FT EMPLOYEES	1,380	1,441	1,325	1,371
101-10-1501	1093	MEDICAL INS - PT EMPLOYEES	2,074	-	-	-
101-10-1501	1094	DENTAL INS - PT EMPLOYEES	1,552	1,210	-	1,210
101-10-1501	1095	MEDICAL INS - RETIREES	93,044	96,600	93,109	104,700
101-10-1501	1097	WORKER'S COMPENSATION	13,176	10,856	10,848	9,934
101-10-1501	1100	ACA AFFORDABILITY STIPEND	265	340	-	340
<b>PERSONNEL EXPENDITURES:</b>			<b>1,175,023</b>	<b>1,255,174</b>	<b>1,195,599</b>	<b>1,293,099</b>

## FINANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-10-1501	2050	PUBLICATIONS	669	1,000	1,000	1,000
101-10-1501	2080	CONTRACT SVC/NON-CLASS	88,777	85,830	85,830	86,780
101-10-1501	2084	CONTRACT SVC/ANIMAL CONTROL	450,391	484,400	484,400	542,728
101-10-1501	2089	FINANCIAL SYST MAINT & SUPPORT	121,883	140,400	140,400	151,800
101-10-1501	2110	CONFERENCES & MEETINGS	1,957	5,000	5,000	5,900
101-10-1501	2111	MEMBERSHIPS	1,483	1,570	1,570	1,570
101-10-1501	2113	MILEAGE REIMBURSEMENT	-	300	300	300
101-10-1501	2130	OFFICE EQPT MTCE	1,605	1,800	1,800	1,300
101-10-1501	2140	OFFICE SUPPLIES	13,954	18,000	18,000	18,000
101-10-1501	2141	POSTAGE	8,375	10,000	10,000	10,000
101-10-1501	2190	TELEPHONE & FAX	12,016	11,600	8,700	12,700
101-10-1501	2220	VEHICLE MTCE & SUPPLIES	2,182	3,400	3,400	3,570
101-10-1501	2240	DUPLICATING SERVICE CHG	1,006	2,000	2,000	2,000
101-10-1501	2250	TRAINING EXPENSE	519	3,000	3,000	3,000
101-10-1501	2400	AUDIT FEES	47,232	46,000	46,000	47,300
101-10-1501	2490	BANK SERVICE CHARGES	33,120	25,300	27,000	27,000
101-10-1501	2609	LA CO ADMIN COST/PROP TAX	3,405	3,500	3,500	3,500
101-10-1501	2988	WAREHOUSE INVENTORY ADJ	883	-	-	-
<b>OPERATING EXPENDITURES:</b>			<b>789,456</b>	<b>843,100</b>	<b>841,900</b>	<b>918,448</b>

**FINANCE**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-10-1501	3860	C/O-OFFICE EQUIPMENT	161	3,800	3,800	14,500
<b>CAPITAL OUTLAY EXPENDITURES:</b>			<b>161</b>	<b>3,800</b>	<b>3,800</b>	<b>14,500</b>
<b>GENERAL FUND - FINANCE TOTAL:</b>			<b>1,964,640</b>	<b>2,102,074</b>	<b>2,041,299</b>	<b>2,226,047</b>

**Budget Program: Prop C - Administration, 1527**

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 18-19 Adopted Allocation</b>	<b>FY 19-20 Adopted Allocation</b>	<b>FY 18-19 Budgeted Salary</b>	<b>FY 19-20 Budgeted Salary</b>	<b>Position Title</b>	<b>FY 18-19 Adopted Hours</b>	<b>FY 19-20 Adopted Hours</b>	<b>FY 18-19 Number of PT Positions</b>	<b>FY 19-20 Number of PT Positions</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Wages</b>
Director of Finance/City Treasurer (a)	0.05	0.05	7,899	7,899							
Director of Community Development (b)	0.01	0.01	1,584	1,500							
Controller/Deputy Treasurer (c)	0.08	0.08	10,560	10,560							
Senior Management Analyst (d)	0.03	0.03	2,664	2,664							
Senior Accountant (e)	0.03	0.03	2,606	2,609							
Purchasing Agent (f)	0.03	0.03	2,215	2,215							
Payroll Specialist (g)	0.03	0.03	2,310	2,310							
Account Clerk III (h)	0.05	0.05	3,192	3,273							
Account Clerk II (i)	0.07	0.07	4,071	3,729							
(a) 65% Finance, 14% SA-RDA; 5% 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) 182% Finance, 4% SR Grant, 3% Dispute Resolution, 3% Childcare, 3% Childcare - Stage 1											
(i) 425% Finance, 60% Water, 5% Sewer, 3% Childcare - Stage II											
<b>TOTAL</b>	<b>0.38</b>	<b>0.38</b>	<b>37,101</b>	<b>36,759</b>	<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**FINANCE**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
<b>PROP C ADMINISTRATIVE COST:</b>						
227-10-1527	1020	SALARIES & WAGES	37,226	37,101	33,442	36,759
227-10-1527	1022	NON PERS - SALARIES & WAGES	171	130	150	-
227-10-1527	1048	MEDICAL OPT-OUT-GEN. UNIT	300	-	123	120
227-10-1527	1049	BILINGUAL/CERTIFICATION PAY	9	-	10	26
227-10-1527	1052	AUTO ALLOWANCE	173	288	307	288
227-10-1527	1060	PAID SICK LEAVE	11	700	707	600
227-10-1527	1065	ACCRUED PAID VACATION	971	600	450	1,000
227-10-1527	1078	MANAGEMENT BENEFIT 401A	479	592	607	588
227-10-1527	1080	MEDICARE	572	540	519	562
227-10-1527	1081	MGMT BENEFIT/MEDICAL	1,118	1,092	1,100	1,464
227-10-1527	1082	PERS - EMPLOYEES' PORTION	492	-	-	-
227-10-1527	1083	PERS - EMPLOYER PORTION	9,313	10,580	9,327	11,681
227-10-1527	1085	LIFE INSURANCE	121	134	103	123
227-10-1527	1088	LONG-TERM DISABILITY INSURANCE	368	374	330	370
227-10-1527	1090	MEDICAL INS - FT EMPLOYEES	2,724	3,041	2,882	3,305
227-10-1527	1091	DENTAL INS - FT EMPLOYEES	405	414	346	414
227-10-1527	1092	VISION INS - FT EMPLOYEES	79	88	78	88
227-10-1527	1097	WORKER'S COMPENSATION	444	407	408	419
227-10-1527	2450	GENERAL LIABILITY INSURANCE	-	321	321	314
<b>PROP C FUND SUBTOTAL:</b>			<b>54,976</b>	<b>56,402</b>	<b>51,211</b>	<b>58,122</b>

**FINANCE**

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
745-10-1501	3860	C/O-OFFICE EQUIPMENT	256	-	2,691	-
<b>COMPUTER REPLACEMENT FUND - FINANCE TOTAL:</b>			<b>256</b>	<b>-</b>	<b>2,691</b>	<b>-</b>
<b>FINANCE TOTAL (ALL FUNDS):</b>			<b>2,019,872</b>	<b>2,158,477</b>	<b>2,095,202</b>	<b>2,284,168</b>



**CITY - DEBT SERVICE FUND**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
320-95-1515	2161	ADMINISTRATIVE COST	2,610	1,300	1,300	2,650
320-95-1515	2491	INTEREST EXPENSE	187,131	170,531	170,531	153,332
320-95-1515	2492	PRINCIPAL EXPENSE	415,000	430,000	430,000	450,000
<b>13A LEASE REVENUE BONDS</b>			<b>604,741</b>	<b>601,831</b>	<b>601,831</b>	<b>605,982</b>
320-95-1516	2161	ADMINISTRATIVE COST	2,610	1,300	1,300	2,650
320-95-1516	2491	INTEREST EXPENSE	249,150	224,750	224,750	199,750
320-95-1516	2492	PRINCIPAL EXPENSE	610,000	625,000	625,000	650,000
<b>13B LEASE REVENUE BONDS</b>			<b>861,760</b>	<b>851,050</b>	<b>851,050</b>	<b>852,400</b>
320-95-1519	2491	INTEREST EXPENSE	-	200,000	215,940	193,890
320-95-1519	2492	PRINCIPAL EXPENSE	-	213,000	194,077	216,130
<b>CITY OWNED STREET LIGHTS - LOAN</b>			<b>-</b>	<b>413,000</b>	<b>410,017</b>	<b>410,020</b>
<b>CITY - DEBT SERVICE FUND TOTAL:</b>			<b>1,466,501</b>	<b>1,865,881</b>	<b>1,862,898</b>	<b>1,868,402</b>

# 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, youth and family intervention, 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 Community Policing model 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 18-19 Adopted Allocation	FY 19-20 Adopted Allocation	FY 18-19 Budgeted Salary	FY 19-20 Budgeted Salary	Position Title	FY 18-19 Adopted Hours	FY 19-20 Adopted Hours	FY 18-19 Number of PT Positions	FY 19-20 Number of PT Positions	FY 18-19 Budgeted Wages	FY 19-20 Budgeted Wages
Director of Public Safety	1.00	1.00	155,642	157,980	Public Safety Officer I (d) (e) (f)	36,160	29,382	23	19	996,523	809,745
Management Analyst	2.00	2.00	154,340	154,348	Public Safety Dispatcher	9,114	9,114	7	7	222,305	222,283
Public Safety Officer III	3.00	3.00	218,673	228,696	Public Safety Officer II	1,040	-	1	0	34,258	-
Public Safety Technician	1.00	1.00	62,164	65,268							
Office Assistant II	2.00	2.00	108,948	110,917							
					(d) Public Safety Officer I - COPS (SLESF), DUI Checkpoints	(330)	-			(9,095)	-
					(e) Public Safety Officer I - Transp. Center -PROP C FUNDS	(3,016)	-			(83,119)	-
					(f) Public Safety Officer I - PARKING STRUCTURE FUND	(3,432)	-			(94,584)	-
<b>TOTAL</b>	<b>9.00</b>	<b>9.00</b>	<b>699,767</b>	<b>717,209</b>	<b>TOTAL</b>	<b>39,536</b>	<b>38,496</b>	<b>31</b>	<b>26</b>	<b>1,066,288</b>	<b>1,032,028</b>

**PUBLIC SAFETY**  
ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2058	<b>Contract Services - Sherriff Dept. (SRD) :</b> School Resource Deputy assigned to John Glen and Norwalk high schools. Represents 50% of the cost shared with NLMUSD.	\$ 100,000
2065	<b>Contract Services - Sheriff's Department:</b> Traffic and general law enforcement services provided by the Los Angeles County Sheriff's Department.	11,431,040
2067	<b>Contract Services - Sheriff LTF:</b> Liability Trust fund contribution for general LASD contract- LTF	1,203,960
2080	<b>Contract Services - Miscellaneous:</b>	110,000
	<i>Parking citation processing</i>	<i>104,000</i>
	<i>District Attorney's Office - Filing Fees</i>	<i>6,000</i>
2090	<b>Equipment Maintenance &amp; Supplies:</b> Radio equipment maintenance and repair services	3,000

**PUBLIC SAFETY**  
ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2160	<b>Special Fees &amp; Services:</b> <i>Prisoner's maintenance costs</i> <i>Commercial enforcement weight scale services</i>	<b>1,800</b> 1,500 300
2170	<b>Special Materials &amp; Supplies:</b> Miscellaneous supplies for vehicles, parking citations, notices of violation and CER's, rental equipment, radio equipment, and other enforcement related supplies	<b>15,000</b>
2230	<b>Programs &amp; Activities:</b> <i>Departmental program expenses - Neighborhood and Business Watch, Coffee with a Cop, School programs, S.H.A.P.E. program, Community Service, youth events, and programs</i>  <i>Norwalk Sheriff's Station P.R.I.D.E Program</i>	<b>74,000</b>  54,000  20,000
2401	<b>Special Fees - Parking Citations Surcharges:</b> Los Angeles Superior Court - State mandated parking citation surcharge fees of \$12.50 per citation paid	<b>185,000</b>
3860	<b>Capital Outlay - Office Equipment :</b> Copiers (2), (replacing asset #12932, 12933)	<b>12,500</b>
3880	<b>Capital Outlay - Miscellaneous Other:</b> Trailer for Community Safety Partnership, new	<b>10,000</b>

**PUBLIC SAFETY**  
ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
222-2065	<b>Contract Services - Sherriff Dept.:</b> Sheriff's department crime suppression and overtime	<b>20,000</b>
222-2066	<b>Contract Services - Los Angeles County Probation Department:</b> Contract service for one (1) Deputy Probation Officer for dedicated Probation services.	<b>87,000</b>
224-2104 - 3880	<b>Capital Outlay-Miscellaneous Other:</b> MDC units for Public Safety vehicles and associated ongoing service and support. FY 16 JAG	<b>7,600</b>
224-2105- 3880	<b>Capital Outlay-Miscellaneous Other:</b> MDC units for Public Safety vehicles and associated ongoing service and support. FY 18 JAG	<b>28,285</b>
224-2107- 3880	<b>Capital Outlay-Miscellaneous Other:</b> MDC units for Public Safety vehicles and associated ongoing service and support. FY 17 JAG	<b>28,702</b>
746-3820	<b>Capital Outlay - Automotive:</b> Public Safety replacement vehicles <i>Dodge Charger to replace Trailblazer Ext LS unit #4552 (asset tag #11233)</i> <i>Dodge Charger to replace Crown Victoria Police Interceptor unit #4563 (asset tag #11643)</i> <i>Transit passenger wagon to replace Aerostar van unit #4529 (asset tag #8286)</i> <i>F150 truck to replace F350 regular cab pickup unit #4543 (asset tag #10450)</i>	<b>296,000</b> <i>42,000</i> <i>42,000</i> <i>45,000</i> <i>51,000</i>

**PUBLIC SAFETY**  
ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
	<i>Hybrid Fusion to replace Fusion 4 door sedan unit #4559 (asset tag #11395)</i>	32,000
	<i>Dodge Charger to replace Focus 4 door sedan unit #4557 (asset tag #11365)</i>	42,000
	<i>Dodge Charger to replace Focus 4 door sedan unit #4558 (asset tag #11366)</i>	42,000



**PUBLIC SAFETY**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-20-2101	1020	REG SALARIES & WAGES	760,987	699,767	607,710	717,209
101-20-2101	1022	NON PERS - SALARIES & WAGES	2,386	1,358	1,830	-
101-20-2101	1030	PART TIME WAGES	938,645	1,066,288	1,172,265	1,032,028
101-20-2101	1040	OVERTIME SALARY & WAGES	14,736	45,000	71,904	5,000
101-20-2101	1045	COMP TIME PAY	-	-	4,055	-
101-20-2101	1048	MEDICAL OPT-OUT GEN. UNIT	4,800	4,800	800	-
101-20-2101	1049	BILINGUAL/CERTIFICATION PAY	14,100	17,813	15,747	11,050
101-20-2101	1052	AUTO ALLOWANCE	2,800	4,800	4,800	4,800
101-20-2101	1065	ACCRUED PAID VACATION	38,541	12,100	2,700	5,530
101-20-2101	1070	PAID SICK LEAVE AT TERMINATION	16,018	-	-	-
101-20-2101	1075	SEVERANCE PAY	40,068	-	-	-
101-20-2101	1078	MANAGEMENT BENEFIT 401A	5,756	6,226	5,717	5,969
101-20-2101	1080	MEDICARE	25,908	25,990	27,369	25,918
101-20-2101	1081	MGMT BENEFIT/MEDICAL	6,197	-	3,389	5,969
101-20-2101	1082	PERS - EMPLOYEES' PORTION	7,398	-	-	-
101-20-2101	1083	PERS - EMPLOYER PORTION	192,303	202,006	170,932	227,849
101-20-2101	1084	UNIFORM ALLOWANCE	27,851	20,000	32,704	20,000
101-20-2101	1085	LIFE INSURANCE	1,559	1,415	1,179	1,444
101-20-2101	1088	LONG-TERM DISABILITY INSURANCE	7,894	6,869	5,277	7,243
101-20-2101	1090	MEDICAL INS - FT EMPLOYEES	105,753	106,627	82,775	104,562
101-20-2101	1091	DENTAL INS - FT EMPLOYEES	11,655	9,051	9,065	10,511
101-20-2101	1092	VISION INS - FT EMPLOYEES	2,224	1,496	1,717	1,580
101-20-2101	1093	MEDICAL INS - PT EMPLOYEES	28,871	32,200	28,277	32,200

**PUBLIC SAFETY**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-20-2101	1094	DENTAL INS - PT EMPLOYEES	11,772	12,660	9,208	12,660
101-20-2101	1095	MEDICAL INS - RETIREES	50,413	71,300	59,536	63,600
101-20-2101	1096	UNEMPLOYMENT INSURANCE	5,714	5,000	4,500	5,000
101-20-2101	1097	WORKER'S COMPENSATION	44,302	52,994	52,980	47,193
101-20-2101	1100	ACA AFFORDABILITY STIPEND	-	-	48	-
<b>PERSONNEL EXPENDITURES:</b>			<b>2,368,649</b>	<b>2,405,760</b>	<b>2,376,484</b>	<b>2,347,315</b>

**PUBLIC SAFETY**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-20-2101	2058	CONTRACT SERV-SHERIFF(SRD)	-	-	-	100,000
101-20-2101	2065	CONTRA SERV-SHERIFF DEPT	10,612,053	11,019,706	10,907,906	11,431,040
101-20-2101	2067	CONTRA SERV-SHERIFF LTF	1,018,777	1,092,094	1,092,094	1,203,960
101-20-2101	2080	CONTRACT SVC/NON-CLASS	152,329	106,000	75,671	110,000
101-20-2101	2090	EQUIP MTCE SUPPLIES	62,970	3,000	3,000	3,000
101-20-2101	2110	CONFERENCES & MEETINGS	724	2,300	2,300	2,300
101-20-2101	2111	MEMBERSHIPS	-	-	200	-
101-20-2101	2130	OFFICE EQPT MTCE	282	1,200	1,200	1,000
101-20-2101	2140	OFFICE SUPPLIES	13,386	14,000	14,000	14,000
101-20-2101	2141	POSTAGE	17,942	15,000	15,000	11,000
101-20-2101	2160	SPECIAL FEES - SERVICES	60	1,800	1,800	1,800
101-20-2101	2170	SPECIAL MAT'LS - SUPPLIES	12,578	27,800	27,800	15,000
101-20-2101	2190	TELEPHONE & FAX	7,791	9,500	13,000	13,900
101-20-2101	2220	VEHICLE MTCE & SUPPLIES	153,690	185,400	185,400	197,000
101-20-2101	2230	PROGRAMS & ACTIVITIES	28,974	84,848	75,000	74,000
101-20-2101	2233	CITIZEN REWARD PROGRAM	-	10,000	-	10,000
101-20-2101	2240	DUPLICATING SERVICE CHG	2,542	3,200	3,200	3,200
101-20-2101	2250	TRAINING EXPENSE	1,759	5,700	5,700	5,700
101-20-2101	2401	SPECIAL FEES - PARKING CITATIONS SURCHARGES	186,035	185,000	185,000	185,000
<b>OPERATING EXPENDITURES:</b>			<b>12,271,890</b>	<b>12,766,548</b>	<b>12,608,271</b>	<b>13,381,900</b>

**PUBLIC SAFETY**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-20-2101	3820	C/O-AUTOMOTIVE EQUIPMENT	30,250	-	3,776	-
101-20-2101	3853	C/O-TRAN DATA & COMM SYSTEM	-	1,500	1,479	-
101-20-2101	3860	C/O-OFFICE EQUIPMENT	4,140	4,352	4,352	12,500
101-20-2101	3880	MISCELLANOUS OTHER	-	-	-	10,000
<b>CAPITAL OUTLAY EXPENDITURES:</b>			<b>34,391</b>	<b>5,852</b>	<b>9,607</b>	<b>22,500</b>
<b>PUBLIC SAFETY ADMINISTRATION TOTAL:</b>			<b>14,674,930</b>	<b>15,178,160</b>	<b>14,994,362</b>	<b>15,751,715</b>
<b><u>VOLUNTEER SERVICES:</u></b>						
101-20-2106	2170	SPECIAL MAT'LS-SUPPLIES	5,617	8,000	8,000	8,000
101-20-2106	2230	PROGRAMS & ACTIVITIES	-	5,000	5,000	5,000
<b>VOLUNTEER SERVICES TOTAL:</b>			<b>5,617</b>	<b>13,000</b>	<b>13,000</b>	<b>13,000</b>
<b>GENERAL FUND - PUBLIC SAFETY TOTAL:</b>			<b>14,680,547</b>	<b>15,191,160</b>	<b>15,007,362</b>	<b>15,764,715</b>

**PUBLIC SAFETY**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
745-20-2101	3860	C/O-OFFICE EQUIPMENT	(2)	-	7,375	-
		<b>EQUIPMENT REPLACEMENT FUND - PUBLIC SAFETY TOTAL:</b>	<b>(2)</b>	<b>-</b>	<b>7,375</b>	<b>-</b>
746-20-2101	3820	C/O-AUTOMOTIVE	36,690	175,100	175,100	296,000
		<b>CAPITAL OUTLAY EXPENDITURES:</b>	<b>36,690</b>	<b>175,100</b>	<b>175,100</b>	<b>296,000</b>
		<b>VEHICLE REPLACEMENT FUND - PUBLIC SAFETY TOTAL:</b>	<b>36,690</b>	<b>175,100</b>	<b>175,100</b>	<b>296,000</b>
		<b>PUBLIC SAFETY TOTAL (ALL FUNDS):</b>	<b>14,717,235</b>	<b>15,366,260</b>	<b>15,189,837</b>	<b>16,060,715</b>

**OFFICE OF TRAFFIC SAFETY MISC. GRANTS FUND**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
212-20-2101	2250	TRAINING EXPENSE	-	20,000	20,000	-
<b>OPERATING EXPENDITURES:</b>			-	<b>20,000</b>	<b>20,000</b>	-
<b>ABC MULTI - PROGRAM GRANT TOTAL:</b>			-	<b>20,000</b>	<b>20,000</b>	-
<b>OTS MINI GRANTS TOTAL:</b>			-	<b>20,000</b>	<b>20,000</b>	-



**PUBLIC SAFETY - COPS GRANT FUND**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
222-20-2101	1020	REG SALARIES & WAGES	-	54,668	41,364	56,261
222-20-2101	1030	PART TIME WAGES	-	9,095	1,349	-
222-20-2101	1040	OVERTIME SALARY &; WAGES	2,558	-	34,782	-
222-20-2101	1049	BI-LINGUAL/CERTIFICATION PAY	-	488	760	975
222-20-2101	1065	ACCRUED PAID VACATION	-	-	3,080	-
222-20-2101	1080	MEDICARE	36	808	1,179	830
222-20-2101	1083	PERS - EMPLOYER PORTION	-	15,585	11,749	17,873
222-20-2101	1085	LIFE INSURANCE	-	212	91	218
222-20-2101	1088	LONG-TERM DISABILITY INSURANCE	-	552	356	568
222-20-2101	1090	MEDICAL INS - FT EMPLOYEES	-	10,800	8,397	10,800
222-20-2101	1091	DENTAL INS - FT EMPLOYEES	-	876	681	876
222-20-2101	1092	VISION INS - FT EMPLOYEES	-	114	88	114
222-20-2101	1097	WORKER'S COMPENSATION	-	602	600	643
<b>PERSONNEL EXPENDITURES:</b>			<b>2,594</b>	<b>93,800</b>	<b>104,476</b>	<b>89,158</b>



**PUBLIC SAFETY - COPS GRANT FUND**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
222-20-2101	2058	CONTRACT SERV-SHERIFF(SRD)	90,277	92,600	92,600	-
222-20-2101	2065	CONTRA SERV-SHERIFF DEPT	112,430	120,000	120,000	20,000
222-20-2101	2066	CONTRA SERV-LA COUNTY PRO	-	75,000	7,000	87,000
222-20-2101	2170	SPECIAL MAT'LS-SUPPLIES	5,770	19,600	19,600	-
222-20-2101	2450	LIAB, FIRE & OTHERS INS.	-	472	472	480
<b>OPERATING EXPENDITURES:</b>			<b>208,478</b>	<b>307,672</b>	<b>239,672</b>	<b>107,480</b>
222-20-2101	3880	C/O - OTHER EQUIPMENT	-	-	5,487	-
<b>CAPITAL OUTLAY EXPENDITURES:</b>			<b>-</b>	<b>-</b>	<b>5,487</b>	<b>-</b>
<b>COPS GRANT FUND TOTAL:</b>			<b>211,072</b>	<b>401,472</b>	<b>349,635</b>	<b>196,638</b>

**JAG ASSISTANCE GRANT (Dept. 2104, 2105, 2106, 2107)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
224-20-2104	3880	C/O-MISCELLANEOUS OTHER - JAG 2016 - DJ-BX-0236	23,250	7,600	-	7,600
224-20-2105	3880	C/O-MISCELLANEOUS OTHER - JAG 2018 - DJ-BX-0750	8,391	28,285	-	28,285
224-20-2106	3880	C/O-MISCELLANEOUS OTHER - JAG FY2015	11,939	10,700	8,566	-
224-20-2107	3880	C/O-MISCELLANEOUS OTHER - JAG 2017 - DJ-BX-0448	-	28,702	-	28,702
<b>CAPITAL OUTLAY EXPENDITURES</b>			<b>43,580</b>	<b>75,287</b>	<b>8,566</b>	<b>64,587</b>
<b>JUVENILE ASSISTANCE GRANT FUND TOTAL:</b>			<b>43,580</b>	<b>75,287</b>	<b>8,566</b>	<b>64,587</b>

# **PUBLIC SAFETY**

## **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 develop an updated 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**

- Update and adopt a State and Federal approved 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.



**PUBLIC SAFETY**  
**Emergency Preparedness**  
**ACTIVITY DETAIL**

Account Number	Description	FY 19-20 COST
2080	<b>Contract Services - Miscellaneous:</b> Consultant services for preparation of Local Hazard Mitigation Plan	\$ 50,000
2111	<b>Memberships:</b>  <i>Area E Disaster Management JPA Annual Assessment</i> <i>California Emergency Services Association</i>	10,755 10,530 225
2170	<b>Special Supplies &amp; Materials:</b> Community preparedness public education materials and giveaways, pamphlets, and brochures	5,000
2230	<b>Programs &amp; Activities:</b> Advanced and Basic CERT, Camp at Home, Great Shake Out, Senior and youth preparedness workshops and S.P.I.R.I.T. Project	4,000
2250	<b>Training Expense:</b> Supports new staff training compliance for California Standardized Emergency Management System and National Incident Management System, and ongoing specialized training courses for Emergency Management staff.	3,000

## EMERGENCY PREPAREDNESS

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-20-2102	1020	REG SALARIES & WAGES	-	-	2,917	35,734
101-20-2102	1049	BI-LINGUAL/CERTIFICAT PAY	-	-	29	325
101-20-2102	1080	MEDICARE	-	835	43	518
101-20-2102	1083	PERS - EMPLOYER'S PORTION	-	-	821	11,352
101-20-2102	1085	LIFE INSURANCE	-	223	5	139
101-20-2102	1088	LONG-TERM DISABILITY INSURANCE	-	582	11	361
101-20-2102	1090	MEDICAL INS - FT EMPLOYEES	-	-	320	7,200
101-20-2102	1091	DENTAL INS - FT EMPLOYEES	-	584	26	584
101-20-2102	1092	VISION INS - FT EMPLOYEES	-	182	3	76
101-20-2102	1097	WORKER'S COMPENSATION	-	635	636	408
<b>PERSONNEL EXPENDITURES:</b>			<b>-</b>	<b>3,041</b>	<b>4,811</b>	<b>56,697</b>
101-20-2102	2080	CONTRACT SVC/NON-CLASS	-	30,000	-	50,000
101-20-2102	2111	MEMBERSHIPS	5,525	8,700	8,700	10,755
101-20-2102	2170	SPECIAL MAT'LS-SUPPLIES	101	5,000	5,000	5,000
101-20-2102	2190	TELEPHONE & FAX	7,932	8,000	1,200	8,000
101-20-2102	2192	ROUTERS, INTERNET, DSL	-	1,000	-	1,000
101-20-2102	2230	PROGRAMS & ACTIVITIES	430	4,000	2,000	4,000
101-20-2102	2250	TRAINING EXPENSE	-	3,000	1,000	3,000
101-29-2199	2170	SPECIAL MAT'LS-SUPPLIES	1,368	-	-	-
<b>OPERATING EXPENDITURES:</b>			<b>15,356</b>	<b>59,700</b>	<b>17,900</b>	<b>81,755</b>

## EMERGENCY PREPAREDNESS

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-29-2199	3860	C/O-OFFICE EQUIPMENT	109	-	-	-
<b>CAPITAL OUTLAY EXPENDITURES:</b>			<b>109</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>GENERAL FUND - EMERGENCY PREPAREDNESS &amp; EOC TOTAL:</b>			<b>15,465</b>	<b>62,741</b>	<b>22,711</b>	<b>138,452</b>
<b>EMERGENCY PREPAREDNESS &amp; EOC TOTAL ( ALL FUNDS)</b>			<b>15,465</b>	<b>62,741</b>	<b>22,711</b>	<b>138,452</b>

# **PUBLIC SAFETY Code Compliance**

## **ACTIVITIES AND OBJECTIVES**

### **Description of Activities**

The Code Compliance Division 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. In partnership with the Neighborhood Watch Program, and the Mini Mr. Sun clean up events, Code Compliance Inspectors canvass neighborhoods city-wide throughout the year to identify conditions on each property that need to be addressed and educate the community about their responsibility to resolve simple property maintenance conditions that present visual blight. Community education regarding Code Compliance issues is achieved via Norwalk Now, City website, social media, and other City publications.

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 issue administrative citations as a means to resolution, and also work closely with City Prosecutors, the District Attorney's Office and the courts to protect the public health and safety.

### **Objectives**

- Continue the second year of the Neighborhood Enhancement Team canvassing program city-wide in conjunction with Mini Mr. Sun and Neighborhood Watch.
- Preserve the quality of life within neighborhoods, and enhance the community's aesthetic integrity by enforcement of the Norwalk Municipal Code.
- Effectively work with the public and the business community to investigate and resolve property maintenance and zoning violations in a timely fashion.
- Coordinate code enforcement activities within the City with other divisions and departments.
- Work with owners of vacant and foreclosed properties to ensure regular monitoring and abatement of property maintenance violations.
- 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.



**Budget Program: Public Safety - Code Compliance, 2204**

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 18-19 Adopted Allocation</b>	<b>FY 19-20 Adopted Allocation</b>	<b>FY 18-19 Budgeted Salary</b>	<b>FY 19-20 Budgeted Salary</b>	<b>Position Title</b>	<b>FY 18-19 Adopted Hours</b>	<b>FY 19-20 Adopted Hours</b>	<b>FY 18-19 Number of PT Positions</b>	<b>FY 19-20 Number of PT Positions</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Wages</b>
Senior Code Compliance Inspector	1.00	1.00	81,953	89,271	Code Compliance Inspector - Weekend	1,000	1,000	1	1	36,677	33,270
Code Compliance Inspector	5.00	5.00	393,045	369,492							
Office Assistant II	1.00	1.00	55,461	55,464							
<b>TOTAL</b>	<b>7.00</b>	<b>7.00</b>	<b>530,459</b>	<b>514,227</b>	<b>TOTAL</b>	<b>1,000</b>	<b>1,000</b>	<b>1</b>	<b>1</b>	<b>36,677</b>	<b>33,270</b>

**PUBLIC SAFETY**  
Code Compliance  
ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2059	<b>City Prosecutor:</b> Legal counsel required to prosecute chronic property maintenance cases	\$ 45,000
2080	<b>Contract Services - Non-Classified:</b> Contract Services to collect fines from Administrative Citations (Offset by revenue account code 4261)	2,600
2085	<b>Weed/Litter Abatement:</b> Contract services necessary to abate weed and litter cases	30,000
2110	<b>Conferences and Meetings:</b> Annual CACEO Conference, San Diego (2 inspectors)	3,500
2111	<b>Memberships:</b> California Association of Code Enforcement Officers	900
2170	<b>Special Materials &amp; Supplies:</b> Door hangers for Neighborhood Enhancement program, mini Mr. Sun material, educational pamphlets, notices/forms, signs for property postings	10,000
2250	<b>Training:</b> Training courses for Code Compliance Inspectors & support staff	3,000
3860	<b>Capital Outlay - Office Equipment</b> Tablets for Inspectors (9), new	3,400

**PUBLIC SAFETY**  
Code Compliance  
ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
746-3820	<p><b>Capital Outlay - Automotive:</b></p> <p>Code Enforcement replacement vehicles</p> <p><i>Extended cab pickup truck to replace Ranger extended cab pickup truck unit #2905 (asset tag #10041)</i></p> <p><i>Extended cab pickup truck to replace Ranger extended cab pickup truck unit #2907 (asset tag #10102)</i></p> <p><i>Extended cab pickup truck to replace Ranger extended cab pickup truck unit #2908 (asset tag #10103)</i></p>	<p><b>120,000</b></p> <p><i>40,000</i></p> <p><i>40,000</i></p> <p><i>40,000</i></p>

## CODE COMPLIANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-20-2204	1020	SALARIES & WAGES	539,299	530,459	441,755	514,227
101-20-2204	1022	NON PERS - SALARIES & WAGES	5,328	5,305	3,738	-
101-20-2204	1030	PART TIME WAGES	17,961	36,677	27,850	33,270
101-20-2204	1040	OVERTIME SALARY & WAGES	549	-	570	-
101-20-2204	1048	MEDICAL OPT-OUT-GEN. UNIT	-	-	2,590	4,800
101-20-2204	1049	BILINGUAL/CERTIFICATION PAY	3,900	3,900	3,923	4,550
101-20-2204	1060	PAID SICK LEAVE	1,216	6,200	-	-
101-20-2204	1065	ACCRUED PAID VACATION	-	4,000	4,990	4,290
101-20-2204	1075	SEVERANCE PAY	6,391	-	-	-
101-20-2204	1078	MANAGEMENT BENEFIT 401A	722	-	-	-
101-20-2204	1080	MEDICARE	7,050	8,503	7,039	8,136
101-20-2204	1081	MGMT BENEFIT/MEDICAL	680	-	-	-
101-20-2204	1082	PERS - EMPLOYEE'S PORTION	15,779	-	-	-
101-20-2204	1083	PERS - EMPLOYER PORTION	136,011	151,224	124,317	163,362
101-20-2204	1084	EMPLOYEE' BENEFITS- UNIFORMS	418	6,000	6,923	6,000
101-20-2204	1085	LIFE INSURANCE	1,940	1,753	1,455	1,748

**CODE COMPLIANCE**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-20-2204	1088	LONG-TERM DISABILITY INSURANCE	4,977	5,358	3,750	5,194
101-20-2204	1090	MEDICAL INS - FT EMPLOYEES	73,932	80,929	62,205	67,639
101-20-2204	1091	DENTAL INS - FT EMPLOYEES	8,572	8,176	6,601	7,008
101-20-2204	1092	VISION INS - FT EMPLOYEES	1,105	1,064	855	912
101-20-2204	1095	MEDICAL INS - RETIREES	14,107	16,100	-	15,500
101-20-2204	1097	WORKER'S COMPENSATION	7,008	5,844	5,844	5,874
<b>PERSONNEL EXPENDITURES:</b>			<b>846,947</b>	<b>871,492</b>	<b>704,405</b>	<b>842,510</b>

**CODE COMPLIANCE**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-20-2204	2059	CITY PROSECUTOR	72,423	55,000	55,000	45,000
101-20-2204	2080	CONTRACT SVC/NON-CLASS	3,098	4,525	4,525	2,600
101-20-2204	2085	WEED/LITTER ABATEMENT CHG	32,623	30,000	20,000	30,000
101-20-2204	2111	MEMBERSHIPS	570	900	900	900
101-20-2204	2140	OFFICE SUPPLIES	-	5,000	5,000	5,000
101-20-2204	2141	POSTAGE	-	-	-	4,000
101-20-2204	2110	CONFERENCES & MEETINGS	-	-	-	3,500
101-20-2204	2170	SPECIAL MAT'LS-SUPPLIES	-	-	-	10,000
101-20-2204	2190	TELEPHONE & FAX	-	-	-	3,500
101-20-2204	2220	VEHICLE MTCE & SUPPLIES	16,004	11,500	11,500	13,410
101-20-2204	2250	TRAINING EXPENSE	-	3,000	3,000	3,000
<b>OPERATING EXPENDITURES:</b>			<b>124,718</b>	<b>109,925</b>	<b>99,925</b>	<b>120,910</b>

**CODE COMPLIANCE**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-20-2204	3860	C/O-OFFICE EQUIPMENT	-	7,500	7,500	3,400
101-20-2204	3870	C/O-OFFICE FURNITURE	-	4,190	4,190	-
<b>CAPITAL OUTLAY EXPENDITURES:</b>			<b>-</b>	<b>11,690</b>	<b>11,690</b>	<b>3,400</b>
<b>GENERAL FUND - CODE COMPLIANCE TOTAL:</b>			<b>971,665</b>	<b>993,107</b>	<b>816,020</b>	<b>966,820</b>
745-20-2204	3860	C/O-OFFICE EQUIPMENT	1,019	-	-	-
<b>CAPITAL OUTLAY EXPENDITURES:</b>			<b>1,019</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>COMPUTER REPLACEMENT FUND - CODE COMPLIANCE TOTAL:</b>			<b>1,019</b>	<b>-</b>	<b>-</b>	<b>-</b>

**CODE COMPLIANCE**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
746-20-2204	3820	C/O-AUTOMOTIVE	-	-	-	120,000
		<b>CAPITAL OUTLAY EXPENDITURES:</b>	-	-	-	<b>120,000</b>
		<b>VEHICLE REPLACEMENT FUND - CODE COMPLIANCE TOTAL:</b>	-	-	-	<b>120,000</b>
		<b>CODE COMPLIANCE TOTAL (ALL FUNDS):</b>	<b>972,684</b>	<b>993,107</b>	<b>816,020</b>	<b>1,086,820</b>

*Code Compliance was reported as 101-61-6104 prior to Fiscal Year 18-19*



**Budget Program: Public Safety - Youth & Family Intervention, 2502**

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 18-19 Adopted Allocation</b>	<b>FY 19-20 Adopted Allocation</b>	<b>FY 18-19 Budgeted Salary</b>	<b>FY 19-20 Budgeted Salary</b>	<b>Position Title</b>	<b>FY 18-19 Adopted Hours</b>	<b>FY 19-20 Adopted Hours</b>	<b>FY 18-19 Number of PT Positions</b>	<b>FY 19-20 Number of PT Positions</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Wages</b>
Community Worker	2.00	2.00	133,160	133,176	Public Safety Officer II	-	1,040		1	-	34,254
<b>TOTAL</b>	<b>2.00</b>	<b>2.00</b>	<b>133,160</b>	<b>133,176</b>	<b>TOTAL</b>	<b>-</b>	<b>1,040</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>34,254</b>

**PUBLIC SAFETY**  
**Youth and Family Intervention**  
**ACTIVITY DETAIL**

<b>Account Number</b>	<b>Description</b>	<b>FY 19-20 COST</b>
<b>2230</b>	<b>Programs &amp; Activities:</b>  <i>Wings/Parent Program (3-11 week sessions)</i> <i>Excursions</i> <i>I Am Somebody</i> <i>Office Supplies</i> <i>Youth Events</i>	<b>\$ 15,800</b>  4,620 600 9,000 580 1,000

**YOUTH & FAMILY INTERVENTION**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-20-2502	1020	SALARIES & WAGES	184,125	133,160	133,176	133,176
101-20-2502	1022	NON PERS - SALARIES & WAGES	1,950	666	1,332	-
101-20-2502	1030	PART TIME WAGES	291	-	-	34,254
101-20-2502	1049	BILINGUAL/CERTIFICATION PAY	1,850	1,300	1,300	1,300
101-20-2502	1060	PAID SICK LEAVE	1,999	3,100	3,100	3,100
101-20-2502	1065	ACCRUED PAID VACATION	5,747	5,600	5,570	5,570
101-20-2502	1070	PAID SICK LEAVE ON TERMIN	196	-	-	-
101-20-2502	1080	MEDICARE	2,848	2,085	2,095	2,573
101-20-2502	1082	PERS - EMPLOYEE'S PORTION	5,788	-	-	-
101-20-2502	1083	PERS - EMPLOYER PORTION	46,567	37,960	37,506	42,308
101-20-2502	1085	LIFE INSURANCE	449	271	247	271
101-20-2502	1088	LONG-TERM DISABILITY INSURANCE	1,728	1,344	1,130	1,346
101-20-2502	1090	MEDICAL INS - FT EMPLOYEES	21,488	15,675	15,245	16,080
101-20-2502	1091	DENTAL INS - FT EMPLOYEES	2,759	2,336	2,334	2,336
101-20-2502	1092	VISION INS - FT EMPLOYEES	428	304	302	304
101-20-2502	1097	WORKER'S COMPENSATION	2,424	1,466	1,464	1,522
<b>PERSONNEL EXPENDITURES:</b>			<b>280,637</b>	<b>205,267</b>	<b>204,801</b>	<b>244,140</b>

**YOUTH & FAMILY INTERVENTION**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-20-2502	2080	CONTRACT SVC/NON-CLASS	208	-	-	-
101-20-2502	2230	PROGRAMS & ACTIVITIES	18,784	21,000	21,000	15,800
101-20-2502	2240	DUPLICATING SERVICE CHG	6,450	5,900	3,000	3,000
<b>OPERATING EXPENDITURES:</b>			<b>25,442</b>	<b>26,900</b>	<b>24,000</b>	<b>18,800</b>
<b>GENERAL FUND - YOUTH &amp; FAMILY INTERVENTION TOTAL:</b>			<b>306,079</b>	<b>232,167</b>	<b>228,801</b>	<b>262,940</b>
745-20-2502	3860	C/O-OFFICE EQUIPMENT	-	-	152	-
<b>EQUIPMENT REPLACEMENT FUND - YOUTH &amp; FAMILY INTERVENTION TOTAL:</b>			<b>-</b>	<b>-</b>	<b>152</b>	<b>-</b>
<b>YOUTH &amp; FAMILY INTERVENTION TOTAL (ALL FUNDS):</b>			<b>306,079</b>	<b>232,167</b>	<b>228,953</b>	<b>262,940</b>

*Youth & Family Intervention was reported under Recreation as 101-50-5105 prior to Fiscal Year 18-19*

# HOMELESS OUTREACH

## ACTIVITIES AND OBJECTIVES

### **Description of Activities**

Homeless outreach services incorporate services and programs that assist and support the city-wide efforts surrounding homelessness. Several City departments assist with these efforts including Administration, Social Services, Public Safety, Public Services, and Community Development. In addition to these departments, the collaborative partnerships includes a network of homeless service providers.

### **Objectives**

- Maintain and gather information pertaining to city-wide efforts surrounding homelessness and the impacts to the community.
- Collaborate with a network of homeless service providers within the region to assist homeless persons into temporary or permanent housing.
- Provide programs and services geared to preventing homelessness.
- Collaborate with outside agencies regarding encampment cleanup efforts.
- Provide information and resources to the community regarding homeless programs and services available.
- Support the goals and action items identified in the Adopted Homeless Plan.



## HOMELESS OUTREACH

### ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2110	<b>Conferences &amp; Meetings:</b> Meetings with stakeholders and outside agencies regarding outreach options and services	\$ 2,500
2170	<b>Special Materials-Supplies:</b> Encampment cleanup supplies: coveralls, gloves, masks, trash bags, signage, miscellaneous equipment	4,000
2250	<b>Training</b> Training workshops/classes	1,000

## HOMELESS OUTREACH

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-XX-4107	1020	SALARIES & WAGES	-	59,692	142,211	190,873
101-XX-4107	1030	PART TIME WAGES	-	117,264	86,367	155,766
101-XX-4107	1040	OVERTIME SALARY & WAGES	-	-	112	-
101-XX-4107	1045	COMP TIME PAY	-	-	181	-
101-XX-4107	1048	MEDICAL OPT-OUT-GEN. UNIT	-	-	3,510	-
101-XX-4107	1049	BILINGUAL/CERTIFICATION PAY	-	-	1,008	1,658
101-XX-4107	1065	ACCRUED PAID VACATION	-	-	991	-
101-XX-4107	1078	MANAGEMENT BENEFIT 401A	-	1,659	89	1,659
101-XX-4107	1080	MEDICARE	-	2,565	3,448	5,123
101-XX-4107	1081	MGMT BENEFIT/MEDICAL	-	2,733	334	3,423
101-XX-4107	1083	PERS - EMPLOYER PORTION	-	17,017	39,991	60,639
101-XX-4107	1085	LIFE INSURANCE	-	165	415	741
101-XX-4107	1088	LONG-TERM DISABILITY INSURANCE	-	603	1,155	1,927
101-XX-4107	1090	MEDICAL INS - FT EMPLOYEES	-	-	19,341	18,720
101-XX-4107	1091	DENTAL INS - FT EMPLOYEES	-	292	1,575	1,811
101-XX-4107	1092	VISION INS - FT EMPLOYEES	-	91	207	289
101-XX-4107	1093	MEDICAL INS - PT EMPLOYEES	-	-	651	-
101-XX-4107	1097	WORKER'S COMPENSATION	-	658	660	698
<b>PERSONNEL EXPENDITURES:</b>			-	<b>202,739</b>	<b>305,545</b>	<b>443,327</b>



## HOMELESS OUTREACH

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-20-4107	2110	CONFERENCES & MEETINGS	-	200	200	2,500
101-20-4107	2170	SPECIAL MAT'LS-SUPPLIES	-	4,000	4,000	4,000
101-20-4107	2250	TRAINING EXPENSE	-	300	300	1,000
101-20-4107	2450	GENERAL LIABILITY INSURANCE	-	515	515	1,629
101-30-4107	2170	SPECIAL MAT'LS-SUPPLIES	-	10,000	10,000	-
<b>OPERATING EXPENDITURES - PUBLIC SAFETY :</b>			-	<b>15,015</b>	<b>15,015</b>	<b>9,129</b>
<b>GENERAL FUND - HOMELESS OUTREACH TOTAL:</b>			-	<b>217,754</b>	<b>320,560</b>	<b>452,456</b>

## HOMELESS OUTREACH

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
<b><u>HOMELESS PREVENTION GRANT (FUND 209)</u></b>						
209-40-4107	1020	SALARIES & WAGES	14,901	-	-	-
209-40-4107	1052	AUTO ALLOWANCE	155	-	-	-
209-40-4107	1060	PAID SICK LEAVE	88	-	-	-
209-40-4107	1095	ACCRUED PAID VACATION	994	-	-	-
209-40-4107	1078	MANAGEMENT BENEFIT 401A	412	-	-	-
209-40-4107	1080	MEDICARE	242	-	-	-
209-40-4107	1081	MGMT BENEFIT/MEDICAL	631	-	-	-
209-40-4107	1083	PERS - EMPLOYER PORTION	3,731	-	-	-
209-40-4107	1085	LIFE INSURANCE	53	-	-	-
209-40-4107	1088	LONG-TERM DISABILITY INSURANCE	170	-	-	-
209-40-4107	1090	MEDICAL INS - FT EMPLOYEES	1,266	-	-	-
209-40-4107	1091	DENTAL INS - FT EMPLOYEES	77	-	-	-
209-40-4107	1092	VISION INS - FT EMPLOYEES	23	-	-	-
<b>PERSONNEL EXPENDITURES:</b>			<b>22,743</b>	<b>-</b>	<b>-</b>	<b>-</b>

## HOMELESS OUTREACH

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
209-40-4107	2080	CONTRACT SVC/NON-CLASS	49,000	(2,314)	-	-
209-40-4107	2230	PROGRAMS & ACTIVITIES	571	-	-	-
<b>OPERATING EXPENDITURES:</b>			<b>72,314</b>	<b>(2,314)</b>	<b>-</b>	<b>-</b>
<b>HOMELESS PREVENTION GRANT FUND - SOCIAL SERVICES TOTAL:</b>			<b>72,314</b>	<b>(2,314)</b>	<b>-</b>	<b>-</b>
<b>HOMELESS OUTREACH TOTAL (ALL FUNDS):</b>			<b>72,314</b>	<b>215,440</b>	<b>320,560</b>	<b>452,456</b>

# **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, ensures the cleanliness and positive image of the City, and leads staff to provide 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. Collaborate with various City Departments to provide staff and equipment for city-wide community events.

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.
- Proactively outreach to the community by utilizing the City website, Norwalk NOW, Cable Channel, social media, 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.
- 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.



**PUBLIC SERVICES**  
Public Services Administration  
ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
<b>2080</b>	<p><b>Contract Services - Non-Classified:</b></p> <p>NPDES permits, NPDES sampling, NPDES site plan, contract for special license testing, cart removals, additional support services, and special projects:</p> <p><i>Employee drug/alcohol screening</i></p> <p><i>Shopping cart retrieval</i></p> <p><i>Support services - compliance activities</i></p> <p><i>Environmental sampling/NPDES consulting</i></p> <p><i>AQMD equipment permits</i></p> <p><i>NPDES permits</i></p> <p><i>LA County Fire permits - CUPA</i></p> <p><i>State hazardous material fees</i></p> <p><i>Special activities (encroachment permits/flagging)</i></p> <p><i>Work order system maintenance and hosting fees</i></p>	<p><b>\$ 52,000</b></p> <p>1,000</p> <p>21,500</p> <p>2,500</p> <p>6,500</p> <p>3,000</p> <p>1,000</p> <p>5,500</p> <p>500</p> <p>4,500</p> <p>6,000</p>
<b>2110</b>	<p><b>Conferences &amp; Meetings:</b></p> <p>Public Works Institute, Maintenance Superintendent's Association Meetings, vendor workshops and meetings</p>	<b>3,000</b>
<b>2111</b>	<p><b>Memberships:</b></p> <p>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</p>	<b>1,000</b>

**PUBLIC SERVICES**  
**Public Services Administration**  
**ACTIVITY DETAIL**

Account Number	Description	FY 19-20 COST
2140	<b>Office Supplies:</b> Office supplies including paper, printer toners, and all other department supplies	<b>7,500</b>
2170	<b>Special Materials &amp; Supplies:</b>  <i>First aid medical supplies, staff safety materials, department materials, software, and customer notification door hangers</i> <i>Special events and activities -Neighborwoods, community planting events, department brochures, and items for community outreach</i> <i>Canopy set/tear down and cleaning fees</i> <i>National Public Works Week</i> <i>Arbor Day</i> <i>Community Connect!</i>	<b>16,000</b>  1,000  6,000  5,000 2,500 1,000 500
2250	<b>Training:</b>  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  <i>Class A Licensing/DMV Exams</i> <i>IMSA - Signal Association-Certification and Safety Courses</i> <i>Pesticide Applicators Classes</i> <i>Chainsaw Safety Training</i> <i>Street Tree Workshop</i> <i>MSA Trainings</i> <i>Supervisor and Leadership Trainings</i>	<b>8,000</b>       1,000 1,500 500 700 300 500 3,500

**PUBLIC SERVICES**  
 Public Services Administration  
 ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
3860	<b>Capital Outlay - Office Equipment :</b> Copier (replacing asset #12943)	7,200



**PUBLIC SERVICES ADMINISTRATION**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-3101	1020	SALARIES & WAGES	500,355	508,252	400,990	515,177
101-30-3101	1022	NON PERS - SALARIES & WAGES	2,647	2,581	2,610	-
101-30-3101	1030	PART TIME WAGES	22,151	26,344	26,736	26,341
101-30-3101	1040	OVERTIME SALARY & WAGES	768	2,400	-	2,400
101-30-3101	1045	COMP TIME PAY	4,569	-	-	-
101-30-3101	1048	MEDICAL OPT-OUT-GEN. UNIT	2,800	-	-	-
101-30-3101	1049	BILINGUAL/CERTIFICATION PAY	700	650	504	650
101-30-3101	1052	AUTO ALLOWANCE	-	3,840	-	3,840
101-30-3101	1060	PAID SICK LEAVE	38,028	6,800	5,500	5,400
101-30-3101	1065	ACCRUED PAID VACATION	32,993	31,000	31,936	12,300
101-30-3101	1070	PAID SICK LEAVE ON TERMIN	-	-	52,322	-
101-30-3101	1078	MANAGEMENT BENEFIT 401A	7,672	7,659	5,463	7,658
101-30-3101	1080	MEDICARE	8,761	8,556	7,628	8,396
101-30-3101	1081	MGMT BENEFIT/MEDICAL	8,737	8,238	5,370	5,313
101-30-3101	1082	PERS - EMPLOYEES' PORTION	7,806	-	-	-
101-30-3101	1083	PERS - EMPLOYER PORTION	125,378	144,891	125,781	163,665
101-30-3101	1084	UNIFORM ALLOWANCE	53,491	54,500	48,581	54,500
101-30-3101	1085	LIFE INSURANCE	1,719	1,794	1,548	1,811
101-30-3101	1088	LONG-TERM DISABILITY INSURANCE	6,037	5,133	4,623	5,204
101-30-3101	1090	MEDICAL INS - FT EMPLOYEES	46,868	72,312	63,891	84,655
101-30-3101	1091	DENTAL INS - FT EMPLOYEES	5,252	6,177	5,027	6,177
101-30-3101	1092	VISION INS - FT EMPLOYEES	1,046	1,162	1,031	1,162
101-30-3101	1093	MEDICAL INS - PT EMPLOYEES	237	-	154	-

**PUBLIC SERVICES ADMINISTRATION**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-3101	1094	DENTAL INS - PT EMPLOYEES	-	-	130	-
101-30-3101	1095	MEDICAL INS - RETIREES	24,361	37,000	29,365	51,300
101-30-3101	1097	WORKER'S COMPENSATION	6,456	5,600	5,592	5,885
101-30-3101	1100	ACA AFFORDABILITY STIPEND	18	-	17	-
101-30-3101	1999	ALLOCATED PAYROLL	(3,614)	-	(1,271)	-
<b>PERSONNEL EXPENDITURES:</b>			<b>905,237</b>	<b>934,889</b>	<b>823,527</b>	<b>961,834</b>

**PUBLIC SERVICES ADMINISTRATION**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-3101	2055	LEGAL ADVERTISING	540	-	1,000	-
101-30-3101	2080	CONTRACT SVC/NON-CLASS	62,662	51,500	40,000	52,000
101-30-3101	2100	UTILITIES	46,878	-	-	-
101-30-3101	2110	CONFERENCES & MEETINGS	2,961	3,000	1,000	3,000
101-30-3101	2111	MEMBERSHIPS	728	1,000	500	1,000
101-30-3101	2113	MILEAGE REIMBURSEMENT	-	-	200	-
101-30-3101	2130	OFFICE EQPT MTCE	784	800	800	1,400
101-30-3101	2140	OFFICE SUPPLIES	6,329	7,500	9,000	7,500
101-30-3101	2141	POSTAGE	407	500	200	500
101-30-3101	2170	SPECIAL MAT'LS-SUPPLIES	17,810	25,800	16,000	16,000
101-30-3101	2190	TELEPHONE & FAX	14,521	14,700	12,300	14,700
101-30-3101	2220	VEHICLE MTCE & SUPPLIES	16,256	15,200	15,200	14,000
101-30-3101	2240	DUPLICATING SERVICE CHG	73	600	2,500	500
101-30-3101	2250	TRAINING EXPENSE	17,315	5,000	7,500	8,000
<b>OPERATING EXPENDITURES:</b>			<b>187,263</b>	<b>125,600</b>	<b>106,200</b>	<b>118,600</b>

**PUBLIC SERVICES ADMINISTRATION**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-3101	3860	C/O-OFFICE EQUIPMENT	-	-	124	7,200
101-30-3101	3880	C/O-MISCELLANEOUS OTHER	2,460	-	-	-
<b>CAPITAL OUTLAY EXPENDITURES:</b>			<b>2,460</b>	<b>-</b>	<b>124</b>	<b>7,200</b>
<b>GENERAL FUND - PUBLIC SERVICES ADMINISTRATION TOTAL:</b>			<b>1,094,961</b>	<b>1,060,489</b>	<b>929,851</b>	<b>1,087,634</b>
418-30-3101	2080	CONTRACT SVC/NON-CLASS	9,633	10,000	10,000	10,000
418-30-3101	2170	SPECIAL MAT'LS-SUPPLIES	5,245	5,000	5,000	5,000
<b>ART IN PUBLIC PLACES FUND TOTAL:</b>			<b>14,879</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>
745-30-3101	3860	C/O-OFFICE EQUIPMENT	5,756	-	14,730	-
<b>TECHNOLOGY REPLACEMENT FUND - PUBLIC SERVICES TOTAL:</b>			<b>5,756</b>	<b>-</b>	<b>14,730</b>	<b>-</b>
<b>PUBLIC SERVICES ADMINISTRATION TOTAL:</b>			<b>1,115,596</b>	<b>1,075,489</b>	<b>959,581</b>	<b>1,102,634</b>

# **PUBLIC SERVICES**

## **Security & Emergency Duty**

### **ACTIVITIES AND OBJECTIVES**

#### **Description of Activities**

The Security & Emergency Duty Section provides after hours emergency duty services city-wide.

#### **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 19-20 COST
2062	<b>Maintenance &amp; Repair Supplies:</b> Emergency repairs/service for all sections	\$ 10,000
2170	<b>Special Materials &amp; Supplies:</b> Vests, equipment, and materials for use by emergency response staff assigned to Emergency Duty	1,500

**SECURITY & EMERGENCY DUTY**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-3102	1040	OVERTIME SALARY & WAGES	15,644	18,000	21,082	18,000
101-30-3102	1050	STANDBY PAY	6,051	6,500	4,836	6,500
101-30-3102	1080	MEDICARE	248	355	376	355
<b>PERSONNEL EXPENDITURES:</b>			<b>21,944</b>	<b>24,855</b>	<b>26,294</b>	<b>24,855</b>
101-30-3102	2062	MTCE & REPAIR SUPPLIES	72,952	10,000	5,000	10,000
101-30-3102	2090	EQUIP MTCE & SUPPLIES	-	300	359	-
101-30-3102	2170	SPECIAL MAT'LS-SUPPLIES	1,205	1,500	1,000	1,500
101-30-3102	2220	VEHICLE MTCE & SUPPLIES	3,899	4,900	4,900	4,150
<b>OPERATING EXPENDITURES:</b>			<b>78,056</b>	<b>16,700</b>	<b>11,259</b>	<b>15,650</b>
<b>GENERAL FUND - SECURITY &amp; EMERGENCY DUTY TOTAL:</b>			<b>99,999</b>	<b>41,555</b>	<b>37,553</b>	<b>40,505</b>

# **PUBLIC SERVICES**

## **Mr. Sun Program**

### **ACTIVITIES AND OBJECTIVES**

#### **Description of Activities**

The Mini Mr. Sun Program is a neighborhood clean-up program, scheduled throughout the year at various specified areas of the community at no cost to the residents. The City provides 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., as well as large item pick-up and disposal of used motor oils. Dates and times of these events are 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 Code Compliance 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 resources and contact information for ongoing disposal services and locations.



**Budget Program: Public Services - Mr. SUN Program, 3103**

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 18-19 Adopted Allocation</b>	<b>FY 19-20 Adopted Allocation</b>	<b>FY 18-19 Budgeted Salary</b>	<b>FY 19-20 Budgeted Salary</b>	<b>Position Title</b>	<b>FY 18-19 Adopted Hours</b>	<b>FY 19-20 Adopted Hours</b>	<b>FY 18-19 Number of PT Positions</b>	<b>FY 19-20 Number of PT Positions</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Wages</b>
					Public Safety Officer I	132	132	2	2	3,638	3,638
					Recreation Leader II	125	125	2	2	1,961	1,961
<b>TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>-</b>	<b>-</b>	<b>TOTAL</b>	<b>257</b>	<b>257</b>	<b>4</b>	<b>4</b>	<b>5,599</b>	<b>5,599</b>

# PUBLIC SERVICES

Mr. Sun

## ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2141	<b>Postage:</b> Postage for flyer distribution	\$ 1,800
2170	<b>Special Material &amp; Supplies:</b> Gloves, bags, misc. supplies	500

**MR. SUN PROGRAM**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-3103	1030	PART TIME WAGES	1,525	5,599	1,250	5,599
101-30-3103	1040	OVERTIME SALARY & WAGES	16,522	21,000	13,204	21,000
101-30-3103	1080	MEDICARE	229	386	210	386
101-30-3103	1093	MEDICAL INS - PT EMPLOYEES	51	-	-	-
101-30-3103	1094	DENTAL INS - PT EMPLOYEES	11	-	-	-
101-30-3103	1100	ACA AFFORDABILITY STIPEND	3	-	-	-
<b>PERSONNEL EXPENDITURES:</b>			<b>18,342</b>	<b>26,985</b>	<b>14,663</b>	<b>26,985</b>
101-30-3103	2141	POSTAGE	679	800	1,800	1,800
101-30-3103	2170	SPECIAL MAT'LS	547	1,000	500	500
<b>OPERATING EXPENDITURES:</b>			<b>1,226</b>	<b>1,800</b>	<b>2,300</b>	<b>2,300</b>
<b>GENERAL FUND - MR SUN PROGRAM TOTAL:</b>			<b>19,568</b>	<b>28,785</b>	<b>16,963</b>	<b>29,285</b>

# **PUBLIC SERVICES**

## **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, including identifying and helping to resolve potential environmental, traffic and public safety issues.

#### **Objectives**

- Manage the rehabilitation of the City's Local Streets Projects.
- Continue reducing the amount of carry-over Capital projects.
- Support the design and construction of water improvements as funding becomes available.
- Assist other divisions with implementation of their capital projects including implementation of the water and sewer infrastructure improvements.
- Develop a street rehabilitation priority list.
- Update the ADA Self-Evaluation and Transition Plan by evaluating City facilities for ADA compliance with the purpose of addressing the identified ADA improvement areas.

**Budget Program: Public Services - Engineering, 3104**

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 18-19 Adopted Allocation</b>	<b>FY 19-20 Adopted Allocation</b>	<b>FY 18-19 Budgeted Salary</b>	<b>FY 19-20 Budgeted Salary</b>	<b>Position Title</b>	<b>FY 18-19 Adopted Hours</b>	<b>FY 19-20 Adopted Hours</b>	<b>FY 18-19 Number of PT Positions</b>	<b>FY 19-20 Number of PT Positions</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Wages</b>
Director of Public Services (a)	0.30	0.30	47,383	47,395							
Associate Engineer (b)	1.80	1.80	176,639	185,022							
Assistant Engineer (c)	0.90	0.90	79,901	79,900							
Engineering Technician (d)	0.95	0.95	54,440	56,230							
Office Assistant II	1.00	1.00	55,461	55,464							
<b>Total General Fund</b>	<b>4.95</b>	<b>4.95</b>	<b>413,824</b>	<b>424,011</b>							
(a) 50% Measure M, 5% Water, 5% Sewer, 5% Environmental Services, 5% High Speed Rail											
(b) 10% Water, 10% Environmental Services											
(c) 10% Environmental Services											
(d) 5% Water											
<b>MEASURE M POSITION</b>											
Director of Public Services (a)	0.50	0.50	78,992	78,992							
<b>TOTAL</b>	<b>5.45</b>	<b>5.45</b>	<b>492,816</b>	<b>503,003</b>	<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

# PUBLIC SERVICES

## Engineering ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2079	<b>Contract Services - City Engineer:</b> Contract City Engineer ( cost charged as 80% Engineering, 5% Environmental Services, 5% Water, 5% Sewer, 5% High Speed Rail)	\$ 230,880
2080	<b>Contract Services - Non-Classified:</b>  <i>Contract Traffic Engineer</i> <i>Public works inspection contract (non-CIPS)</i> <i>Engineering support services</i> <i>Surveying/tract map plan checking</i> <i>AutoCAD subscription renewal</i> <i>ADA Compliance Software</i> <i>Traffic Speed Study</i> <i>Wireless carrier consultant</i>	386,500  75,500 90,000 60,000 5,000 4,000 2,000 50,000 100,000
2111	<b>Memberships:</b> Institute of Transportation Engineers	600
2140	<b>Office Supplies:</b> Office supplies and plotter paper/supplies	1,500
2240	<b>Duplication Service Charge:</b> Duplicating for plans, printing, etc.	2,000
2250	<b>Training:</b> Training opportunities as appropriate for staff	3,619

## ENGINEERING

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-30-3104	1020	SALARIES & WAGES	250,937	413,825	273,552	424,011
101-30-3104	1022	NON PERS - SALARIES & WAGES	1,414	2,321	1,345	-
101-30-3104	1049	BILINGUAL/CERTIFICATION PAY	866	650	650	650
101-30-3104	1060	PAID SICK LEAVE	3,493	4,500	8,500	4,000
101-30-3104	1065	ACCRUED PAID VACATION	7,121	7,700	7,440	7,440
101-30-3104	1078	MANAGEMENT BENEFIT 401A	-	1,896	-	1,896
101-30-3104	1080	MEDICARE	2,354	6,220	4,227	6,351
101-30-3104	1082	PERS - EMPLOYEES' PORTION	4,375	-	-	-
101-30-3104	1083	PERS - EMPLOYER PORTION	63,049	116,976	76,496	134,703
101-30-3104	1085	LIFE INSURANCE	542	803	558	1,141
101-30-3104	1088	LONG-TERM DISABILITY INSURANCE	2,240	4,180	2,369	4,283
101-30-3104	1090	MEDICAL INS - FT EMPLOYEES	27,955	55,658	27,071	50,398
101-30-3104	1091	DENTAL INS - FT EMPLOYEES	3,881	5,780	3,504	5,780
101-30-3104	1092	VISION INS - FT EMPLOYEES	482	816	541	816
101-30-3104	1095	MEDICAL INS - RETIREES	51,294	50,900	-	50,000
101-30-3104	1097	WORKER'S COMPENSATION	4,488	4,473	5,167	4,843
101-30-3104	1999	ALLOCATED PAYROLL	(68,749)	(90,000)	(85,000)	(90,000)
<b>PERSONNEL EXPENDITURES:</b>			<b>355,741</b>	<b>586,699</b>	<b>326,419</b>	<b>606,312</b>

## ENGINEERING

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-30-3104	2055	LEGAL ADVERTISING	-	-	-	1,000
101-30-3104	2079	CONTRACT SVC/CITY ENGINEER	133,426	218,928	218,928	230,880
101-30-3104	2079A	ALLOCATED CITY ENGINEER	-	(80,000)	(80,000)	(80,000)
101-30-3104	2080	CONTRACT SVC/NON-CLASS	212,347	206,000	206,000	386,500
101-30-3104	2111	MEMBERSHIPS	878	940	600	600
101-30-3104	2140	OFFICE SUPPLIES	-	-	-	1,500
101-30-3104	2141	POSTAGE	15	-	-	200
101-30-3104	2177	LA CO.CLERK-ENVIR.FILING	-	-	31	-
101-30-3104	2220	VEHICLE MTCE & SUPPLIES	2,257	2,400	2,400	2,520
101-30-3104	2240	DUPLICATING SERVICE CHG	-	-	-	2,000
101-30-3104	2250	TRAINING EXPENSE	521	4,000	1,000	2,000
101-30-3104	2450	LIAB, FIRE & OTHER INS.	-	-	858	3,619
<b>OPERATING EXPENDITURES:</b>			<b>349,445</b>	<b>352,268</b>	<b>349,817</b>	<b>550,819</b>
101-30-3104	3860	C/O-OFFICE EQUIPMENT	1,700	-	-	-
101-30-3104	3870	C/O-OFFICE FURNITURE	-	1,090	1,073	-
<b>CAPITAL OUTLAY EXPENDITURES:</b>			<b>1,700</b>	<b>1,090</b>	<b>1,073</b>	<b>-</b>
<b>GENERAL FUND - ENGINEERING TOTAL:</b>			<b>706,886</b>	<b>940,057</b>	<b>677,309</b>	<b>1,157,131</b>



## ENGINEERING

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
213-30-3104	2400	AUDIT FEES	2,727	2,700	2,810	2,810
<b>OPERATING EXPENDITURES:</b>			<b>2,727</b>	<b>2,700</b>	<b>2,810</b>	<b>2,810</b>
<b>AQMD FUND - ENGINEERING TOTAL:</b>			<b>2,727</b>	<b>2,700</b>	<b>2,810</b>	<b>2,810</b>
745-30-3104	3860	C/O-OFFICE EQUIPMENT	(0)	-	1,368	-
<b>CAPITAL OUTLAY EXPENDITURES:</b>			<b>(0)</b>	<b>-</b>	<b>1,368</b>	<b>-</b>
<b>COMPUTER REPLACEMENT FUND - ENGINEERING TOTAL:</b>			<b>(0)</b>	<b>-</b>	<b>1,368</b>	<b>-</b>

## ENGINEERING

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
229-30-3104	1020	SALARIES & WAGES	-	78,991	-	78,992
229-30-3104	1052	AUTO ALLOWANCE	-	-	-	2,400
229-30-3104	1078	MANAGEMENT BENEFIT 401A	-	3,160	-	3,160
229-30-3104	1080	MEDICARE	-	1,145	-	1,191
229-30-3104	1083	PERS - EMPLOYER PORTION	-	22,519	-	25,095
229-30-3104	1085	LIFE INSURANCE	-	306	-	306
229-30-3104	1088	LONG-TERM DISABILITY INSURANCE	-	798	-	798
229-30-3104	1090	MEDICAL INS - FT EMPLOYEES	-	10,931	-	13,690
229-30-3104	1091	DENTAL INS - FT EMPLOYEES	-	584	-	584
229-30-3104	1092	VISION INS - FT EMPLOYEES	-	182	-	182
229-30-3104	1097	WORKER'S COMPENSATION	-	867	-	902
<b>PERSONNEL EXPENDITURES:</b>			-	<b>119,483</b>	-	<b>127,300</b>
229-30-3104	2450	LIAB, FIRE & OTHERS INS.	-	680	680	674
<b>OPERATING EXPENDITURES:</b>			-	<b>680</b>	<b>680</b>	<b>674</b>
<b>MEASURE M FUND - ENGINEERING TOTAL:</b>			-	<b>120,163</b>	<b>680</b>	<b>127,974</b>
<b>ENGINEERING TOTAL (ALL FUNDS) :</b>			<b>709,612</b>	<b>1,062,920</b>	<b>682,167</b>	<b>1,287,915</b>

*Engineering was reported under Community Development as 101-61-6103 prior to Fiscal Year 18-19*

# **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**

<b>Position Title</b>	<b>FY 18-19 Adopted Allocation</b>	<b>FY 19-20 Adopted Allocation</b>	<b>FY 18-19 Budgeted Salary</b>	<b>FY 19-20 Budgeted Salary</b>	<b>Position Title</b>	<b>FY 18-19 Adopted Hours</b>	<b>FY 19-20 Adopted Hours</b>	<b>FY 18-19 Number of PT Positions</b>	<b>FY 19-20 Number of PT Positions</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Wages</b>
Maintenance Supervisor (a)	0.89	0.89	80,418	80,411	Maintenance Assistant	8,060	8,580	7	8	126,400	134,539
Maintenance Worker III (b)	2.00	2.00	137,024	137,040	Youth Worker	520	-	1	0	5,720	-
Maintenance Worker II (c)	2.74	2.74	169,587	169,596							
Maintenance Worker I (d)	4.00	4.00	184,836	193,693							
(a) 45% City Hall-Facilities Maint., 44% Transportation / Public Services-Facilities Maint., 11% Transportation Center Operations											
(b) 100% City Hall-Facilities Maint., 100% Transportation / Public Services-Facilities Maint.											
(c) 100% City Hall-Facilities Maint., 100% Senior Center -Facilities Maint., 74% Transportation / Public Services-Facilities Maint., 70% Civic Ctr. Parking Structure Maint., 56% Transportation Center Operations											
(d) 150% City Hall-Facilities Maint., 50% Transportation / Public Services-Facilities Maint., 100% Social Services-Facilities Maint., 100% Senior Center-Facilities Maint.											
<b>TOTAL</b>	<b>9.63</b>	<b>9.63</b>	<b>571,865</b>	<b>580,740</b>	<b>TOTAL</b>	<b>8,580</b>	<b>8,580</b>	<b>8</b>	<b>8</b>	<b>132,120</b>	<b>134,539</b>

**FACILITIES MAINTENANCE - TOTAL ALL FACILITIES**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-XXXX	1020	SALARIES & WAGES	570,957	571,865	591,750	580,740
101-30-XXXX	1022	NON PERS - SALARIES & WAGES	4,770	4,380	4,445	-
101-30-XXXX	1030	PART TIME WAGES	118,568	132,120	127,791	134,539
101-30-XXXX	1040	OVERTIME SALARY & WAGES	551	-	673	-
101-30-XXXX	1048	MEDICAL OPT-OUT-GEN. UNIT	6,400	9,600	9,067	9,600
101-30-XXXX	1049	BILINGUAL/CERTIFICATION PAY	6,658	6,260	6,424	6,260
101-30-XXXX	1050	STAND BY PAY	1,512	-	312	-
101-30-XXXX	1060	PAID SICK LEAVE	5,727	8,900	6,856	9,600
101-30-XXXX	1065	ACCRUED PAID VACATION	13,943	18,100	41,848	26,180
101-30-XXXX	1070	PAID SICK LEAVE ON TERMIN	-	-	10,494	-
101-30-XXXX	1080	MEDICARE	9,046	10,892	11,595	11,120
101-30-XXXX	1082	PERS - EMPLOYEES' PORTION	14,474	-	-	-
101-30-XXXX	1083	PERS - EMPLOYER PORTION	144,469	163,033	166,614	184,496
101-30-XXXX	1085	LIFE INSURANCE	1,882	1,925	1,830	1,925
101-30-XXXX	1088	LONG-TERM DISABILITY INSURANCE	5,270	5,776	5,026	5,866
101-30-XXXX	1090	MEDICAL INS - FT EMPLOYEES	94,413	97,114	101,867	96,514
101-30-XXXX	1091	DENTAL INS - FT EMPLOYEES	9,395	8,913	8,971	8,913
101-30-XXXX	1092	VISION INS - FT EMPLOYEES	1,388	1,161	1,353	1,161

**FACILITIES MAINTENANCE - TOTAL ALL FACILITIES**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-XXXX	1093	MEDICAL INS - PT EMPL	5,993	2,840	6,373	6,840
101-30-XXXX	1094	DENTAL INS - PT EMPL	2,467	2,560	2,334	2,560
101-30-XXXX	1095	MEDICAL INS - RETIREES	53,371	55,900	53,906	66,400
101-30-XXXX	1096	UNEMPLOYMENT INSURANCE	1,421	-	-	-
101-30-XXXX	1097	WORKER'S COMPENSATION	40,584	51,500	51,480	58,631
101-30-XXXX	1100	ACA AFFORDABILITY STIPEND	510	480	913	480
<b>PERSONNEL EXPENDITURES:</b>			<b>1,113,769</b>	<b>1,153,318</b>	<b>1,211,922</b>	<b>1,211,824</b>

**FACILITIES MAINTENANCE - TOTAL ALL FACILITIES**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-XXXX	2061	CUSTODIAL SUPPLIES	44,830	61,000	58,400	65,000
101-30-XXXX	2062	MTCE & REPAIR SUPPLIES	7,305	5,000	5,000	5,000
101-30-XXXX	2063	FACILITY MTCE SERVICES/CONTRACTS	119,384	89,200	89,200	75,000
101-30-XXXX	2064	BUILDING TRADE SUPPLIES	86	-	-	-
101-30-XXXX	2069	CONTRACT SVC/PROJECTS	62,897	68,500	68,500	15,000
101-30-XXXX	2072	CUSTODIAL SUPPLY-TRANSIT/PUBLIC SVS	17,513	-	-	-
101-30-XXXX	2080	CONTRACT SVC/NON-CLASS	171,479	227,600	222,600	222,000
101-30-XXXX	2090	EQUIP MTCE & SUPPLIES	-	2,000	2,000	2,000
101-30-XXXX	2100	UTILITIES	192,996	338,100	287,350	325,100
101-30-XXXX	2150	RENTAL EXPENSE	60	100	100	100
101-30-XXXX	2170	SPECIAL MAT'LS-SUPPLIES	38,668	37,500	37,450	37,500
101-30-XXXX	2190	TELEPHONE & FAX	2,970	7,500	2,100	7,500
101-30-XXXX	2220	VEHICLE MTCE & SUPPLIES	32,099	27,100	27,100	36,640
101-30-XXXX	2231	VANDALISM REPAIR	1,658	2,500	2,100	2,000
<b>OPERATING EXPENDITURES:</b>			<b>691,945</b>	<b>866,100</b>	<b>801,900</b>	<b>792,840</b>

**FACILITIES MAINTENANCE - TOTAL ALL FACILITIES**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-XXXX	3850	C/O-TOOLS & WORK EQUIP	-	2,400	2,535	6,850
101-30-XXXX	3870	C/O-FURNITURE AND FIXTURES	2,029	-	-	7,700
101-30-XXXX	3880	C/O-MISCELLANEOUS OTHER	-	10,000	10,000	90,200
<b>CAPITAL OUTLAY EXPENDITURES:</b>			<b>2,029</b>	<b>12,400</b>	<b>12,535</b>	<b>104,750</b>
<b>GENERAL FUND - TOTAL FACILITIES MAINTENANCE TOTAL:</b>			<b>1,807,743</b>	<b>2,031,818</b>	<b>2,026,357</b>	<b>2,109,414</b>



**FACILITIES MAINTENANCE - TOTAL ALL FACILITIES**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
746-30-XXXX	3820	C/O-AUTOMOTIVE EQUIPMENT	-	45,000	45,000	-
		<b>VEHICLE REPLACEMENT FUND - TOTAL FACILITIES MAINTENANCE TOTAL:</b>	<b>-</b>	<b>45,000</b>	<b>45,000</b>	<b>-</b>
747-30-XXXX	2069	CONTRACT SVC/PROJECTS	51,562	340,000	235,393	-
		<b>BUILDING REPLACEMENT FUND - TOTAL FACILITIES MAINTENANCE TOTAL:</b>	<b>51,562</b>	<b>340,000</b>	<b>235,393</b>	<b>-</b>
		<b>TOTAL FACILITIES MAINTENANCE TOTAL (ALL FUNDS):</b>	<b>1,859,305</b>	<b>2,416,818</b>	<b>2,306,750</b>	<b>2,109,414</b>

**Budget Program: Public Services - Facilities Maintenance - City Hall, 3202**

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 18-19 Adopted Allocation</b>	<b>FY 19-20 Adopted Allocation</b>	<b>FY 18-19 Budgeted Salary</b>	<b>FY 19-20 Budgeted Salary</b>	<b>Position Title</b>	<b>FY 18-19 Adopted Hours</b>	<b>FY 19-20 Adopted Hours</b>	<b>FY 18-19 Number of PT Positions</b>	<b>FY 19-20 Number of PT Positions</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Wages</b>
Maintenance Supervisor (a)	0.45	0.45	40,661	40,657	Maintenance Assistant	2,340	3,380	2	3	36,697	53,000
Maintenance Worker III (b)	1.00	1.00	68,512	68,520	Youth Worker	520	-	1	0	5,720	-
Maintenance Worker II	1.00	1.00	61,894	61,896							
Maintenance Worker I (c)	1.50	1.50	69,967	73,276							
(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.											
<b>TOTAL</b>	<b>3.95</b>	<b>3.95</b>	<b>241,034</b>	<b>244,349</b>	<b>TOTAL</b>	<b>2,860</b>	<b>3,380</b>	<b>3</b>	<b>3</b>	<b>42,417</b>	<b>53,000</b>

## PUBLIC SERVICES

### Facilities Maintenance - City Hall (3202)

#### ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2061	<b>Custodial Supplies:</b> City Hall and Parking Structure	\$ 16,000
2063	<b>Facility Maintenance Services:</b>	<b>30,000</b>
	<i>HVAC repairs</i>	<i>14,000</i>
	<i>Backflow device repairs</i>	<i>1,000</i>
	<i>Misc. plumbing, electrical, flooring and mechanical repairs</i>	<i>15,000</i>
2069	<b>Contract Services/Projects:</b> HVAC Duct System Cleaning	<b>15,000</b>
2080	<b>Contract Services - Non-Classified:</b>	<b>120,800</b>
	<i>Security alarm services</i>	<i>1,500</i>
	<i>Landscape maintenance</i>	<i>59,400</i>
	<i>Tree trimming - City Hall parking lot</i>	<i>10,500</i>
	<i>Elevator maintenance</i>	<i>4,600</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>3,800</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>900</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>1,900</i>
	<i>Tile cleaning and sealing restrooms City Hall and Trans/Pub Svc</i>	<i>5,000</i>

## PUBLIC SERVICES

### Facilities Maintenance - City Hall (3202)

#### ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2080	<b>Contract Services - Non-Classified: (continued)</b> <i>Window cleaning</i> <i>Fire extinguisher service</i> <i>Calsense controllers - access/maintenance</i> <i>Door access control maintenance</i>	 4,000 500 200 3,000
2090	<b>Equipment Maint &amp; Supplies:</b> City Hall generator and air compressor inspections, radios and auto scrubber	<b>1,000</b>
2150	<b>Rental Expense:</b> Equipment rental - facilities pager	<b>100</b>
2170	<b>Special Materials &amp; Supplies:</b> Electrical, plumbing, roofing, lumber, etc., and facility repair materials and special equipment for all buildings and activities	<b>12,500</b>
2231	<b>Vandalism Repairs:</b> Vandalism repairs for City Hall	<b>500</b>
3870	<b>Capital Outlay - Furniture and Fixtures:</b> Chairs for special events (100 chairs), new	<b>7,700</b>
3880	<b>Capital Outlay - Miscellaneous Other:</b> Orbital scrubber (replacing asset #13208)	<b>13,200</b>

**FACILITIES MAINTENANCE - CITY HALL**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-3202	1020	SALARIES & WAGES	272,373	241,034	313,142	244,349
101-30-3202	1022	NON PERS - SALARIES & WAGES	2,414	2,220	2,269	-
101-30-3202	1030	PART TIME WAGES	54,928	42,417	44,997	53,000
101-30-3202	1040	OVERTIME SALARY & WAGES	361	-	286	-
101-30-3202	1048	MEDICAL OPT-OUT-GEN. UNIT	1,200	2,400	2,843	2,940
101-30-3202	1049	BILINGUAL/CERTIFICATION PAY	2,915	2,893	3,034	2,893
101-30-3202	1050	STAND BY PAY	838	-	174	-
101-30-3202	1060	PAID SICK LEAVE	3,405	5,000	4,552	5,400
101-30-3202	1065	ACCRUED PAID VACATION	7,627	9,200	21,988	9,300
101-30-3202	1070	PAID SICK LEAVE ON TERMINATION	-	-	7,697	-
101-30-3202	1080	MEDICARE	4,260	4,425	5,814	4,609
101-30-3202	1082	PERS - EMPLOYEES' PORTION	7,948	-	-	-
101-30-3202	1083	PERS - EMPLOYER PORTION	68,728	68,716	88,015	77,627
101-30-3202	1085	LIFE INSURANCE	923	869	1,050	869
101-30-3202	1088	LONG-TERM DISABILITY INSURANCE	2,444	2,434	2,674	2,468
101-30-3202	1090	MEDICAL INS - FT EMPLOYEES	46,155	43,301	54,606	43,001
101-30-3202	1091	DENTAL INS - FT EMPLOYEES	4,909	4,030	5,078	4,030
101-30-3202	1092	VISION INS - FT EMPLOYEES	644	525	717	525

**FACILITIES MAINTENANCE - CITY HALL**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-3202	1093	MEDICAL INS - PT EMPL	1,056	2,840	9	-
101-30-3202	1094	DENTAL INS - PT EMPL	442	2,560	-	-
101-30-3202	1095	MEDICAL INS - RETIREES	53,371	55,900	53,906	66,400
101-30-3202	1096	UNEMPLOYMENT INSURANCE	1,421	-	-	-
101-30-3202	1097	WORKER'S COMPENSATION	36,504	47,855	47,832	54,790
101-30-3202	1100	ACA AFFORDABILITY STIPEND	75	480	1	480
<b>PERSONNEL EXPENDITURES:</b>			<b>574,942</b>	<b>539,098</b>	<b>660,684</b>	<b>572,681</b>

**FACILITIES MAINTENANCE - CITY HALL**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-3202	2061	CUSTODIAL SUPPLIES	14,704	16,000	16,000	16,000
101-30-3202	2063	FACILITY MTCE SERVICES/CONTRACTS	56,049	44,200	44,200	30,000
101-30-3202	2069	CONTRACT SVC/PROJECTS	16,501	2,500	2,500	15,000
101-30-3202	2072	CUSTODIAL SUPPLY-TRANSIT/PUBLIC SVS	17,513	-	-	-
101-30-3202	2080	CONTRACT SVC/NON-CLASS	68,853	120,800	120,800	120,800
101-30-3202	2090	EQUIP MTCE & SUPPLIES	-	1,000	1,000	1,000
101-30-3202	2100	UTILITIES	188,668	227,600	193,700	220,600
101-30-3202	2150	RENTAL EXPENSE	60	100	100	100
101-30-3202	2170	SPECIAL MAT'LS-SUPPLIES	14,120	12,500	12,500	12,500
101-30-3202	2190	TELEPHONE & FAX	2,970	7,500	2,100	7,500
101-30-3202	2220	VEHICLE MTCE & SUPPLIES	32,099	27,100	27,100	36,640
101-30-3202	2231	VANDALISM REPAIR	500	500	500	500
<b>OPERATING EXPENDITURES:</b>			<b>412,037</b>	<b>459,800</b>	<b>420,500</b>	<b>460,640</b>
101-30-3202	3870	C/O-FURNITURE AND FIXTURES	2,029	-	-	7,700
101-30-3202	3880	C/O-MISCELLANEOUS OTHER	-	-	-	13,200
<b>CAPITAL OUTLAY EXPENDITURES:</b>			<b>2,029</b>	<b>-</b>	<b>-</b>	<b>20,900</b>
<b>GENERAL FUND - FACILITIES MAINTENANCE TOTAL:</b>			<b>989,008</b>	<b>998,898</b>	<b>1,081,184</b>	<b>1,054,221</b>

**FACILITIES MAINTENANCE - CITY HALL**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
747-30-3202	2069	CONTRACT SVC/PROJECTS	51,562	340,000	235,393	-
		<b>BUILDING REPLACEMENT FUND - FACILITIES MAINTENANCE TOTAL:</b>	<b>51,562</b>	<b>340,000</b>	<b>235,393</b>	<b>-</b>
		<b>FACILITIES MAINTENANCE TOTAL (ALL FUNDS):</b>	<b>1,040,570</b>	<b>1,338,898</b>	<b>1,316,577</b>	<b>1,054,221</b>



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

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 18-19 Adopted Allocation</b>	<b>FY 19-20 Adopted Allocation</b>	<b>FY 18-19 Budgeted Salary</b>	<b>FY 19-20 Budgeted Salary</b>	<b>Position Title</b>	<b>FY 18-19 Adopted Hours</b>	<b>FY 19-20 Adopted Hours</b>	<b>FY 18-19 Number of PT Positions</b>	<b>FY 19-20 Number of PT Positions</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Wages</b>
Maintenance Supervisor (a)	0.44	0.44	39,757	39,754	Maintenance Assistant	3,640	3,120	3	3	57,083	48,923
Maintenance Worker III (b)	1.00	1.00	68,512	68,520							
Maintenance Worker II (c)	0.74	0.74	45,802	45,804							
Maintenance Worker I (d)	0.50	0.50	19,045	22,360							
(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.											
<b>TOTAL</b>	<b>2.68</b>	<b>2.68</b>	<b>173,116</b>	<b>176,438</b>	<b>TOTAL</b>	<b>3,640</b>	<b>3,120</b>	<b>3</b>	<b>3</b>	<b>57,083</b>	<b>48,923</b>

## PUBLIC SERVICES

### Facilities Maintenance - Transit/Public Services

#### ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2061	<b>Custodial Supplies:</b> Transportation/Public Services buildings	\$ 18,000
2063	<b>Facility Maintenance Services:</b>	<b>30,000</b>
	<i>HVAC repairs</i>	8,000
	<i>Steel door repairs</i>	2,500
	<i>Backflow device repairs</i>	2,000
	<i>Misc. plumbing, electrical, flooring and mechanical repairs</i>	17,500
2080	<b>Contract Services - Non-Classified:</b>	<b>51,600</b>
	<i>Security alarm services</i>	3,600
	<i>Landscape maintenance</i>	3,700
	<i>Elevator maintenance</i>	3,000
	<i>HVAC maintenance</i>	6,200
	<i>Fire system testing/maintenance/monitoring</i>	12,000
	<i>Maintenance of rollup doors/auto gates (2)</i>	2,400
	<i>Plant maintenance inside facilities</i>	600
	<i>Pest control</i>	1,800
	<i>Eyewash stations - maintenance</i>	1,500
	<i>Floor machine servicing</i>	4,000
	<i>Refrigeration/ice machines</i>	2,000

## PUBLIC SERVICES

### Facilities Maintenance - Transit/Public Services

#### ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2080	<b>Contract Services - Non-Classified: (continued)</b> <i>Cleaning of floor mats, runners and misc. items</i> <i>Window cleaning</i> <i>Tile cleaning and sealing restrooms</i> <i>Fire extinguisher service</i>	2,500 1,500 6,000 800
2090	<b>Equipment Maint &amp; Supplies:</b> Air compressor inspections, radios and auto scrubber	<b>1,000</b>
2170	<b>Special Materials &amp; Supplies:</b> Electrical, plumbing, roofing, lumber, etc., and facility repair materials and special equipment for all buildings and activities	<b>10,000</b>
2231	<b>Vandalism Repairs:</b> Vandalism repairs	<b>500</b>
3850	<b>Capital Outlay - Tools &amp; Work Equipment:</b> <i>Vertical band saw, new</i> <i>Disk sander with belt and stand, new</i> <i>Wall mounted ADA drinking fountains (2), (replacements, no asset tags)</i> <i>Dual motor, upright vacuums (3), (replacing assets #13484, 13488, 13489)</i>	<b>6,850</b> 2,500 1,200 1,800 1,350
3880	<b>Capital Outlay - Miscellaneous Other:</b> Ride-on scrubber/sweeper (replacing asset #10045)	<b>77,000</b>

**FACILITIES MAINTENANCE - TRANSPORTATION / PUBLIC SERVICES**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-3205	1020	SALARIES & WAGES	161,690	173,116	169,657	176,438
101-30-3205	1022	NON PERS - SALARIES & WAGES	1,752	1,541	1,557	-
101-30-3205	1030	PART TIME WAGES	47,871	57,083	57,561	48,923
101-30-3205	1040	OVERTIME SALARY & WAGES	53	-	257	-
101-30-3205	1048	MEDICAL OPT-OUT-GEN. UNIT	800	2,400	1,903	1,860
101-30-3205	1049	BILINGUAL/CERTIFICATION PAY	2,019	1,417	2,090	1,417
101-30-3205	1050	STAND BY PAY	673	-	138	-
101-30-3205	1060	PAID SICK LEAVE	2,322	3,900	2,304	4,200
101-30-3205	1065	ACCRUED PAID VACATION	4,312	6,200	9,530	6,480
101-30-3205	1070	PAID SICK LEAVE ON TERMIN	-	-	2,797	-
101-30-3205	1080	MEDICARE	2,529	3,563	3,593	3,470
101-30-3205	1082	PERS - EMPLOYEES' PORTION	4,751	-	-	-
101-30-3205	1083	PERS - EMPLOYER PORTION	40,963	49,354	47,812	56,054
101-30-3205	1085	LIFE INSURANCE	591	605	550	605
101-30-3205	1088	LONG-TERM DISABILITY INSURANCE	1,556	1,749	1,452	1,783
101-30-3205	1090	MEDICAL INS - FT EMPLOYEES	29,918	31,392	32,036	31,392
101-30-3205	1091	DENTAL INS - FT EMPLOYEES	2,989	2,547	2,597	2,547

**FACILITIES MAINTENANCE - TRANSPORTATION / PUBLIC SERVICES**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-3205	1092	VISION INS - FT EMPLOYEES	480	332	461	332
101-30-3205	1093	MEDICAL INS - PT EMPL	4,918	-	5,871	6,840
101-30-3205	1094	DENTAL INS - PT EMPL	2,025	-	2,205	2,560
101-30-3205	1097	WORKER'S COMPENSATION	2,184	1,907	1,908	2,014
101-30-3205	1100	ACA AFFORDABILITY STIPEND	433	-	806	-
<b>PERSONNEL EXPENDITURES:</b>			<b>314,828</b>	<b>337,105</b>	<b>347,083</b>	<b>346,915</b>

**FACILITIES MAINTENANCE - TRANSPORTATION / PUBLIC SERVICES**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-3205	2061	CUSTODIAL SUPPLIES	1,929	18,000	16,500	18,000
101-30-3205	2063	FACILITY MTCE SERVICES/CONTRACTS	38,176	30,000	30,000	30,000
101-30-3205	2069	CONTRACT SVC/PROJECTS	-	14,000	14,000	-
101-30-3205	2080	CONTRACT SVC/NON-CLASS	51,989	55,700	50,700	51,600
101-30-3205	2090	EQUIP MTCE & SUPPLIES	-	1,000	1,000	1,000
101-30-3205	2100	UTILITIES	4,328	110,500	93,650	104,500
101-30-3205	2170	SPECIAL MAT'LS-SUPPLIES	9,910	10,000	10,000	10,000
101-30-3205	2231	VANDALISM REPAIR	250	500	500	500
<b>OPERATING EXPENDITURES:</b>			<b>106,582</b>	<b>239,700</b>	<b>216,350</b>	<b>215,600</b>
101-30-3205	3850	C/O-TOOLS & WORK EQUIP	-	-	-	6,850
101-30-3205	3880	MISCELLANEOUS OTHER	-	10,000	10,000	77,000
<b>CAPITAL OUTLAY EXPENDITURES:</b>			<b>-</b>	<b>10,000</b>	<b>10,000</b>	<b>83,850</b>
<b>GENERAL FUND - TRANSPORTATION/ PUBLIC SERVICES FACILITIES MAINTENANCE TOTAL:</b>			<b>421,410</b>	<b>586,805</b>	<b>573,433</b>	<b>646,365</b>

**FACILITIES MAINTENANCE - TRANSPORTATION / PUBLIC SERVICES**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
746-30-3205	3820	C/O-AUTOMOTIVE EQUIPMENT	-	45,000	45,000	-
<hr/>						
		<b>VEHICLE REPLACEMENT FUND - FACILITIES MAINTENANCE - TRANSPORTATION / PUBLIC SERVICES TOTAL:</b>	-	<b>45,000</b>	<b>45,000</b>	-
<hr/>						
		<b>TRANSPORTATION /PUBLIC SERVICES FACILITIES MAINTENANCE TOTAL (ALL FUNDS):</b>	<b>421,410</b>	<b>631,805</b>	<b>618,433</b>	<b>646,365</b>
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**Budget Program: Public Services - Facilities Maintenance - Social Services, 4101**

**Full Time Positions**

**Part Time Positions**

Position Title	FY 18-19	FY 19-20	FY 18-19	FY 19-20	Position Title	FY 18-19	FY 19-20	FY 18-19	FY 19-20	FY 18-19	FY 19-20
	Adopted Allocation	Adopted Allocation	Budgeted -	Budgeted -		Adopted Hours	Adopted Hours	Number of PT Positions	Number of PT Positions	Budgeted Wages	Budgeted Wages
Maintenance Worker I	1.00	1.00	50,922	50,916	Maintenance Assistant	1,040	1,040	1	1	16,310	16,308
<b>TOTAL</b>	<b>1.00</b>	<b>1.00</b>	<b>50,922</b>	<b>50,916</b>	<b>TOTAL</b>	<b>1,040</b>	<b>1,040</b>	<b>1</b>	<b>1</b>	<b>16,310</b>	<b>16,308</b>



## PUBLIC SERVICES

### Facilities Maintenance - Social Services

#### ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2061	Custodial Supplies: Social Services	\$ 11,000
2063	Facility Maintenance Services:	6,500
	<i>HVAC repairs</i>	4,000
	<i>Misc. plumbing, electrical, flooring and mechanical repairs</i>	2,500
2080	Contract Services - Non-Classified:	21,700
	<i>Security alarm services</i>	4,500
	<i>Landscape maintenance</i>	3,800
	<i>HVAC maintenance</i>	2,000
	<i>Pest control</i>	1,100
	<i>Ice machine maintenance</i>	1,000
	<i>Appliance maintenance</i>	1,000
	<i>Cleaning of floor mats, runners and misc. items</i>	1,100
	<i>Fire system testing/maintenance/monitoring</i>	4,500
	<i>Plant service - interior</i>	1,000
	<i>Tile cleaning and sealing restrooms</i>	1,200
	<i>Misc. maintenance agreements -Calsense, fire extinguishers, etc.</i>	500

## **PUBLIC SERVICES**

### **Facilities Maintenance - Social Services**

#### **ACTIVITY DETAIL**

<b>Account Number</b>	<b>Description</b>	<b>FY 19-20 COST</b>
<b>2170</b>	<b>Special Materials &amp; Supplies:</b> Electrical, plumbing, roofing, lumber, etc.	<b>5,000</b>
<b>2231</b>	<b>Vandalism Repairs:</b> Vandalism repairs	<b>500</b>

**FACILITIES MAINTENANCE - SOCIAL SERVICES**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-4101	1020	SALARIES & WAGES	38,262	50,922	-	50,916
101-30-4101	1030	PART TIME WAGES	3,596	16,310	10,579	16,308
101-30-4101	1040	OVERTIME SALARY & WAGES	9	-	-	-
101-30-4101	1049	BILINGUAL/CERTIFICATION PAY	500	650	-	650
101-30-4101	1065	ACCRUED PAID VACATION	-	300	5,400	5,400
101-30-4101	1080	MEDICARE	615	988	232	1,062
101-30-4101	1083	PERS - EMPLOYER PORTION	9,740	14,517	-	16,175
101-30-4101	1085	LIFE INSURANCE	136	198	-	198
101-30-4101	1088	LONG-TERM DISABILITY INSURANCE	353	514	-	514
101-30-4101	1090	MEDICAL INS - FT EMPLOYEES	5,440	8,021	-	7,721
101-30-4101	1091	DENTAL INS - FT EMPLOYEES	263	1,168	-	1,168
101-30-4101	1092	VISION INS - FT EMPLOYEES	113	152	-	152
101-30-4101	1093	MEDICAL INS - PT EMPL	-	-	52	-
101-30-4101	1097	WORKER'S COMPENSATION	624	561	564	582
101-30-4101	1100	ACA AFFORDABILITY STIPEND	-	-	8	-
<b>PERSONNEL EXPENDITURES:</b>			<b>59,651</b>	<b>94,301</b>	<b>16,834</b>	<b>100,846</b>

**FACILITIES MAINTENANCE - SOCIAL SERVICES**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-4101	2061	CUSTODIAL SUPPLIES	7,801	7,000	7,000	11,000
101-30-4101	2062	MTCE & REPAIR SUPPLIES	2,756	-	-	-
101-30-4101	2063	FACILITY MTCE SERVICES/CONTRACTS	7,731	6,500	6,500	6,500
101-30-4101	2064	BUILDING TRADE SUPPLIES	86	-	-	-
101-30-4101	2069	CONTRACT SVC/PROJECTS	36,106	52,000	52,000	-
101-30-4101	2080	CONTRACT SVC/NON-CLASS	25,347	23,200	23,200	21,700
101-30-4101	2170	SPECIAL MAT'LS-SUPPLIES	4,054	5,000	5,000	5,000
101-30-4101	2231	VANDALISM REPAIR	585	1,000	500	500
<b>OPERATING EXPENDITURES:</b>			<b>84,465</b>	<b>94,700</b>	<b>94,200</b>	<b>44,700</b>
101-30-4101	3850	C/O-TOOLS & WORK EQUIP	-	2,400	2,535	-
<b>CAPITAL OUTLAY EXPENDITURES:</b>			<b>-</b>	<b>2,400</b>	<b>2,535</b>	<b>-</b>
<b>GENERAL FUND - SOCIAL SERVICES FACILITIES MAINTENANCE TOTAL:</b>			<b>144,116</b>	<b>191,401</b>	<b>113,569</b>	<b>145,546</b>
<b>SOCIAL SERVICES FACILITIES MAINTENANCE TOTAL (ALL FUNDS):</b>			<b>144,116</b>	<b>191,401</b>	<b>113,569</b>	<b>145,546</b>

**Budget Program: Public Services - Facilities Maintenance - Senior Center, 4104**

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 18-19 Adopted Allocation</b>	<b>FY 19-20 Adopted Allocation</b>	<b>FY 18-19 Budgeted -</b>	<b>FY 19-20 Budgeted -</b>	<b>Position Title</b>	<b>FY 18-19 Adopted Hours</b>	<b>FY 19-20 Adopted Hours</b>	<b>FY 18-19 Number of PT Positions</b>	<b>FY 19-20 Number of PT Positions</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Wages</b>
Maintenance Worker II	1.00	1.00	61,891	61,896	Maintenance Assistant	1,040	1,040	1	1	16,310	16,308
Maintenance Worker I	1.00	1.00	44,902	47,141							
<b>TOTAL</b>	<b>2.00</b>	<b>2.00</b>	<b>106,793</b>	<b>109,037</b>	<b>TOTAL</b>	<b>1,040</b>	<b>1,040</b>	<b>1</b>	<b>1</b>	<b>16,310</b>	<b>16,308</b>

**PUBLIC SERVICES**  
**Facilities Maintenance - Senior Center**  
**ACTIVITY DETAIL**

Account Number	Description	FY 19-20 COST
2061	<b>Custodial Supplies:</b> Senior Center	\$ 20,000
2062	<b>Maint &amp; Repair Services &amp; Supplies:</b>	5,000
2063	<b>Facility Maintenance Services:</b>	<b>8,500</b>
	<i>HVAC repairs</i>	3,000
	<i>Misc. plumbing, electrical, flooring and mechanical repairs</i>	4,500
	<i>Fire and sprinkler system inspections</i>	1,000
2080	<b>Contract Services - Non-Classified:</b>	<b>27,900</b>
	<i>Security alarm services</i>	2,500
	<i>Landscape maintenance</i>	6,000
	<i>HVAC maintenance</i>	2,000
	<i>Pest control</i>	1,000
	<i>Ice machine maintenance</i>	1,000
	<i>Appliance maintenance</i>	2,000
	<i>Cleaning of floor mats, runners and misc. items</i>	1,100
	<i>Fire and sprinkler alarm monitoring and inspections</i>	4,500
	<i>Kitchen hood inspections</i>	1,300
	<i>Misc. contract services - backflow, fire extinguishers, etc.</i>	2,500
	<i>Plant service - interior</i>	1,700

# PUBLIC SERVICES

## Facilities Maintenance - Senior Center

### ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2080	<b>Contract Services - Non-Classified: (continued)</b> <i>Tile cleaning and sealing restrooms</i> <i>Window cleaning</i>	1,300 1,000
2170	<b>Special Materials &amp; Supplies:</b> Electrical, plumbing, roofing, lumber, flooring, mechanical, etc.	<b>10,000</b>
2231	<b>Vandalism Repairs:</b> Vandalism repairs	<b>500</b>

**FACILITIES MAINTENANCE - SENIOR CENTER**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-4104	1020	SALARIES & WAGES	98,632	106,793	108,951	109,037
101-30-4104	1022	NON PERS - SALARIES & WAGES	604	619	619	-
101-30-4104	1030	PART TIME WAGES	12,173	16,310	14,654	16,308
101-30-4104	1040	OVERTIME SALARY & WAGES	128	-	130	-
101-30-4104	1048	MEDICAL OPT-OUT-GEN. UNIT	4,400	4,800	4,320	4,800
101-30-4104	1049	BILINGUAL/CERTIFICATION PAY	1,225	1,300	1,300	1,300
101-30-4104	1065	ACCRUED PAID VACATION	2,003	2,400	4,930	5,000
101-30-4104	1080	MEDICARE	1,643	1,917	1,956	1,978
101-30-4104	1082	PERS - EMPLOYEES' PORTION	1,775	-	-	-
101-30-4104	1083	PERS - EMPLOYER PORTION	25,038	30,446	30,786	34,640
101-30-4104	1085	LIFE INSURANCE	232	253	231	253
101-30-4104	1088	LONG-TERM DISABILITY INSURANCE	917	1,079	900	1,101
101-30-4104	1090	MEDICAL INS - FT EMPLOYEES	12,900	14,400	15,225	14,400
101-30-4104	1091	DENTAL INS - FT EMPLOYEES	1,234	1,168	1,297	1,168
101-30-4104	1092	VISION INS - FT EMPLOYEES	151	152	175	152
101-30-4104	1093	MEDICAL INS - PT EMPL	20	-	441	-
101-30-4104	1094	DENTAL INS - PT EMPL	-	-	129	-
101-30-4104	1097	WORKER'S COMPENSATION	1,272	1,177	1,176	1,245
101-30-4104	1100	ACA AFFORDABILITY STIPEND	1	-	100	-
<b>PERSONNEL EXPENDITURES:</b>			<b>164,348</b>	<b>182,814</b>	<b>187,320</b>	<b>191,382</b>



**FACILITIES MAINTENANCE - SENIOR CENTER**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-4104	2061	CUSTODIAL SUPPLIES	20,396	20,000	18,900	20,000
101-30-4104	2062	MTCE & REPAIR SUPPLIES	4,549	5,000	5,000	5,000
101-30-4104	2063	FACILITY MTCE SERVICES/CONTRACTS	17,427	8,500	8,500	8,500
101-30-4104	2069	CONTRACT SVC/PROJECTS	10,291	-	-	-
101-30-4104	2080	CONTRACT SVC/NON-CLASS	25,290	27,900	27,900	27,900
101-30-4104	2170	SPECIAL MAT'LS-SUPPLIES	10,584	10,000	9,950	10,000
101-30-4104	2231	VANDALISM REPAIR	323	500	600	500
<b>OPERATING EXPENDITURES:</b>			<b>88,861</b>	<b>71,900</b>	<b>70,850</b>	<b>71,900</b>
<b>SENIOR CENTER FACILITIES MAINTENANCE TOTAL (ALL FUNDS):</b>			<b>253,209</b>	<b>254,714</b>	<b>258,170</b>	<b>263,282</b>

# **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.
- Research an automated parking system for reduced costs and improved efficiency.

Funded by Parking Structure Revenue (Fund 243)



**PUBLIC SERVICES**  
**Civic Center Parking Structure**  
**ACTIVITY DETAIL**

Account Number	Description	FY 19-20 COST
2063	<b>Facility Maintenance Services:</b>	<b>\$ 12,500</b>
	<i>Elevator repairs</i>	2,500
	<i>General maintenance repairs - plant material, paint, lights, etc.</i>	6,000
	<i>Gate repairs</i>	2,500
	<i>Fire protection repairs</i>	1,500
2069	<b>Contract Services - Projects:</b> Replacement of 3 Parking Entry Stations and barrier gates for City Hall Parking Lot	<b>56,250</b>
2080	<b>Contract Services - Non-Classified:</b>	<b>242,500</b>
	<i>Contract management of facility including security, booth/facility staffing, management operations, and general facility maintenance. Cost reverted back to standard due to postponed install for kiosk system</i>	185,000
	<i>Elevator maintenance</i>	5,500
	<i>Structure sweeping services</i>	35,000
	<i>Landscaping maintenance</i>	7,200
	<i>Misc. Contract Services - striping, hose reels, extinguisher, etc.</i>	2,500
	<i>Pest control</i>	300
	<i>Access card reader maintenance</i>	5,000
	<i>Window cleaning</i>	2,000

**PUBLIC SERVICES**  
**Civic Center Parking Structure**  
**ACTIVITY DETAIL**

<b>Account Number</b>	<b>Description</b>	<b>FY 19-20 COST</b>
2170	<b>Special Materials/Supplies:</b> Materials needed for daily structure operation - paint, bulbs, chemicals, trash can liners, etc.	<b>5,000</b>
2231	<b>Vandalism Repair:</b> Vandal shield window covering, fire box repair/extinguishers, etc.	<b>2,500</b>

## PARKING STRUCTURE OPERATIONS

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
243-30-3203	1020	SALARIES & WAGES	41,681	43,326	30,119	43,328
243-30-3203	1022	NON PERS - SALARIES & WAGES	423	433	416	-
243-30-3203	1030	PART TIME WAGES / PSO	40,970	94,581	48,778	44,426
243-30-3203	1040	OVERTIME SALARY & WAGES	29	-	-	-
243-30-3203	1049	BILINGUAL/CERTIFICATION PAY	449	455	324	455
243-30-3203	1080	MEDICARE	1,133	2,013	1,155	1,279
243-30-3203	1082	PERS - EMPLOYEES' PORTION	1,294	-	-	-
243-30-3203	1083	PERS - EMPLOYER PORTION	10,573	12,351	8,511	13,765
243-30-3203	1085	LIFE INSURANCE	152	168	105	168
243-30-3203	1088	LONG-TERM DISABILITY INSURANCE	389	438	249	438
243-30-3203	1090	MEDICAL INS - FT EMPLOYEES	8,847	10,080	6,971	10,080
243-30-3203	1091	DENTAL INS - FT EMPLOYEES	849	818	565	818
243-30-3203	1092	VISION INS - FT EMPLOYEES	104	106	73	106
243-30-3203	1093	MEDICAL INS - PT EMPLOYEES	1,008	-	144	-
243-30-3203	1097	WORKER'S COMPENSATION	528	477	333	495
243-30-3203	1098	OPEB - ACTIVE FT EMPLOYEES	5,800	4,200	4,200	4,200
<b>PERSONNEL EXPENDITURES:</b>			<b>114,230</b>	<b>169,446</b>	<b>101,942</b>	<b>119,558</b>

## PARKING STRUCTURE OPERATIONS

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
243-30-3203	2063	FACILITY MTCE SVC/CONTRACTS	12,846	12,500	12,500	12,500
243-30-3203	2069	CONTRACT SVC/PROJECTS	19,500	15,000	15,000	56,250
243-30-3203	2080	CONTRACT SVC/NON-CLASS	222,965	232,500	254,500	242,500
243-30-3203	2081	CONTRACT SVC/SPECIAL STUDY	114	-	-	-
243-30-3203	2100	UTILITIES	36,677	42,000	42,960	46,100
243-30-3203	2170	SPECIAL MAT'LS-SUPPLIES	5,105	5,000	5,000	5,000
243-30-3203	2190	TELEPHONE & FAX	2,542	3,400	2,800	3,400
243-30-3203	2231	VANDALISM REPAIR	2,306	2,500	2,500	2,500
243-30-3203	2450	LIAB, FIRE & OTHERS INS.	32,479	18,300	18,300	29,260
<b>OPERATING EXPENDITURES:</b>			<b>334,535</b>	<b>331,200</b>	<b>353,560</b>	<b>397,510</b>
243-90-9320	3990	TRANSFER TO DEBT SERVICE FUND	255,907	252,769	255,708	254,512
<b>PARKING STRUCTURE OPERATION FUND TOTAL:</b>			<b>704,671</b>	<b>753,415</b>	<b>711,210</b>	<b>771,580</b>

# **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, operates 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 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 Transportation Center.

Funded by Proposition C Entitlement (Fund 227)



**Budget Program: Public Services - Transportation Center Operations, 3204**

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 18-19 Adopted Allocation</b>	<b>FY 19-20 Adopted Allocation</b>	<b>FY 18-19 Budgeted Salary</b>	<b>FY 19-20 Budgeted Salary</b>	<b>Position Title</b>	<b>FY 18-19 Adopted Hours</b>	<b>FY 19-20 Adopted Hours</b>	<b>FY 18-19 Number of PT Positions</b>	<b>FY 19-20 Number of PT Positions</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Wages</b>
Deputy City Manager (a)	0.05	0.05	8,294	8,294	Public Safety Officer I (d)	3,016	4,628	3	3	83,117	127,544
Public Services Manager (b)	0.11	0.11	14,520	14,520							
Maintenance Supervisor (c)	0.11	0.11	9,939	9,939							
Public Safety Officer II (d)	1.00	1.00	68,511	65,256							
Maintenance Worker II (e)	0.56	0.56	34,661	34,662							
Transit Administrative Specialist (f)	0.00	0.34	-	19,960							
Customer Service Assistant	0.34	0.00	18,857	-							
(a) 80% Public Services - Administration, 5% Water, 5% Sewer, 5% Environmental Services											
(b) 89% Public Services - Administration											
(c) 45% City Hall - Facilities Maint., 44% Transportation/Public Services - Facilities Maint.											
(d) Under Public Safety supervision											
(e) 44% Transportation/Public Services											
(f) 66% Transit Admin.											
<b>TOTAL</b>	<b>2.17</b>	<b>2.17</b>	<b>154,782</b>	<b>152,631</b>	<b>TOTAL</b>	<b>3,016</b>	<b>4,628</b>	<b>3</b>	<b>3</b>	<b>83,117</b>	<b>127,544</b>

## PUBLIC SERVICES

### Norwalk/Santa Fe Springs Transportation Center ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
<b>2063</b>	<b>Facility Maintenance Services:</b>	<b>\$ 8,000</b>
	<i>Elevator repair</i>	2,500
	<i>General maintenance - plant material, paint, lights, etc.</i>	3,500
	<i>Fire sprinkler repairs</i>	2,000
<b>2080</b>	<b>Contract Services - Non-Classified:</b>	<b>57,200</b>
	<i>Elevator maintenance</i>	3,700
	<i>Structure sweeping services</i>	20,000
	<i>Landscaping maintenance</i>	24,200
	<i>Alarm monitoring</i>	4,500
	<i>Misc. Contract Services - fire extinguishers, etc.</i>	1,500
	<i>Pest control</i>	500
	<i>Online/ticket pass maintenance and hosting fee - permit store</i>	1,600
	<i>Citation processing/management - misc.</i>	200
	<i>Window cleaning</i>	1,000
<b>2170</b>	<b>Special Materials/Supplies:</b>	<b>5,000</b>
	Maintenance supplies - bulbs, ballasts, paint, decals, trash can liners, etc.	
<b>2231</b>	<b>Vandalism Repairs:</b>	<b>2,500</b>
	Damage to structure, windows, and platforms	
<b>2401</b>	<b>Parking Citations Surcharge:</b>	<b>1,500</b>
	State mandated surcharges for parking citations	

## PUBLIC SERVICES

### Norwalk/Santa Fe Springs Transportation Center ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
<b>227-3206</b>	<b>EV Charging Stations</b>	
<b>2080</b>	<b>Contract Services - Non-Classified:</b> Electric vehicle charging station maintenance - customer support, data access, reporting, etc.	<b>2,500</b>
<b>2100</b>	<b>Utilities:</b> Electric meter charges	<b>5,000</b>
<b>2170</b>	<b>Special Materials/Supplies:</b> Credit card receipt paper, printer parts, etc.	<b>500</b>

## TRANSPORTATION CENTER OPERATIONS

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
227-30-3204	1020	REG SALARIES & WAGES	144,211	154,782	107,038	152,631
227-30-3204	1022	NON PERS - SALARIES & WAGES	577	635	543	-
227-30-3204	1030	PART TIME WAGES / PSO	59,352	83,117	68,703	127,544
227-30-3204	1040	OVERTIME SALARY & WAGES	2,190	-	127	-
227-30-3204	1050	STANDBY PAY	168	-	-	-
227-30-3204	1048	MEDICAL OPT-OUT-GEN. UNIT	1,315	1,632	1,020	1,632
227-30-3204	1049	BILINGUAL/CERTIFICATION PAY	1,281	657	1,118	657
227-30-3204	1060	PAID SICK LEAVE	1,374	2,000	1,995	2,000
227-30-3204	1065	ACCRUED PAID VACATION	3,471	6,000	3,657	6,000
227-30-3204	1052	AUTO ALLOWANCE	-	240	-	240
227-30-3204	1070	PAID SICK LEAVE ON TERMINATION	-	-	3,088	-
227-30-3204	1078	MANAGEMENT BENEFIT 401A	586	623	468	623
227-30-3204	1080	MEDICARE	3,039	3,622	2,722	4,234
227-30-3204	1081	MGMT BENEFIT/MEDICAL	702	674	500	657
227-30-3204	1082	PERS - EMPLOYEES' PORTION	1,769	-	-	-
227-30-3204	1083	PERS - EMPLOYER PORTION	36,456	44,127	30,190	48,490
227-30-3204	1085	LIFE INSURANCE	294	350	343	355
227-30-3204	1088	LONG-TERM DISABILITY INSURANCE	1,415	1,563	948	1,542
227-30-3204	1090	MEDICAL INS - FT EMPLOYEES	17,701	19,822	17,178	27,116

## TRANSPORTATION CENTER OPERATIONS

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
227-30-3204	1091	DENTAL INS - FT EMPLOYEES	2,229	2,139	1,442	2,139
227-30-3204	1092	VISION INS - FT EMPLOYEES	304	313	216	313
227-30-3204	1093	MEDICAL INS - PT EMPL	1,908	2,000	1,554	2,000
227-30-3204	1097	WORKER'S COMPENSATION	1,848	1,705	1,704	1,744
227-30-3204	1098	OPEB - ACTIVE FT EMPLOYEES	17,200	13,200	13,200	13,200
<b>PERSONNEL EXPENDITURES:</b>			<b>299,388</b>	<b>339,200</b>	<b>257,757</b>	<b>393,116</b>

**TRANSPORTATION CENTER OPERATIONS**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
227-30-3204	2063	FACILITY MTCE SVC/CONTRACTS	9,983	10,500	10,000	8,000
227-30-3204	2069	CONTRACT SVC/PROJECTS	70,410	-	-	-
227-30-3204	2080	CONTRACT SVC/NON-CLASS	33,248	57,200	57,200	57,200
227-30-3204	2100	UTILITIES	31,979	34,300	33,320	34,400
227-30-3204	2170	SPECIAL MAT'LS-SUPPLIES	5,789	5,000	3,500	5,000
227-30-3204	2190	TELEPHONE & FAX	2,800	3,000	800	3,500
227-30-3204	2192	INTERNET	-	-	500	500
227-30-3204	2231	VANDALISM REPAIR	2,640	2,500	2,000	2,500
227-30-3204	2401	PARKING CITATIONS SURCHARGE	735	1,000	1,500	1,500
227-30-3204	2450	LIAB, FIRE & OTHERS INS.	48,887	27,500	27,500	32,937
227-30-3204	2081	CONTRACT SVC/SPECIAL STUDY	143	-	-	-
<b>OPERATING EXPENDITURES:</b>			<b>206,614</b>	<b>141,000</b>	<b>136,320</b>	<b>145,537</b>

**TRANSPORTATION CENTER OPERATIONS**

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
<b>EV CHARGING STATIONS</b>						
227-30-3206	2069	CONTRACT SVS/PROJECTS	7,090	-	-	-
227-30-3206	2080	CONTRACT SVC/NON-CLASS	4,228	2,500	2,000	2,500
227-30-3206	2100	UTILITIES	38	10,000	100	5,000
227-30-3206	2170	SPECIAL MAT'LS-SUPPLIES	-	500	500	500
<b>OPERATING EXPENDITURES:</b>			<b>11,356</b>	<b>13,000</b>	<b>2,600</b>	<b>8,000</b>
227-30-3206	3880	MISCELLANEOUS OTHER	10,583	-	-	-
<b>CAPITAL OUTLAY EXPENDITURES:</b>			<b>10,583</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TRANSIT CENTER OPERATION FUND TOTAL:</b>			<b>527,941</b>	<b>493,200</b>	<b>396,677</b>	<b>546,653</b>

# **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 public trash receptacles and manages bus stop shelter cleaning contract services 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 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.
- Install and replace bus stop furniture.

Partially funded from Gas Tax (Fund 204) and Measure R (228)





**PUBLIC SERVICES**  
**Street Maintenance**  
**ACTIVITY DETAIL**

Account Number	Description	FY 19-20 COST
<b>2080</b>	<b>Contract Services - Non-Classified:</b>	<b>\$ 10,600</b>
	<i>Landscaping maintenance</i>	<i>2,400</i>
	<i>Hazardous materials removal</i>	<i>8,000</i>
	<i>Fire extinguisher service</i>	<i>200</i>
<b>2090</b>	<b>Equipment Maintenance &amp; Supplies:</b>	<b>1,000</b>
	Pumps, sprayers, ventilators, grinding bits, and hydraulic hoses	
<b>2180</b>	<b>Small Tools:</b>	<b>400</b>
	Finishing tools and hand tools	
<b>746-3820</b>	<b>Capital Outlay - Automotive Equipment:</b>	<b>71,504</b>
	Dump Truck including arrow boards and new radio (replacing unit #3145)	
<b>Prop C - 2080</b>	<b>Contract Services - Non-Classified:</b>	<b>137,280</b>
	Bus stop maintenance	
<b>Measure R - 2080</b>	<b>Contract Services - Non-Classified:</b>	<b>257,500</b>
	<i>Citywide sidewalk/curb &amp; gutter repairs</i>	<i>250,000</i>
	<i>Bus stop repairs and street/right-of-way repairs</i>	<i>7,500</i>
<b>Measure R - 2170</b>	<b>Special Materials/Supplies:</b>	<b>50,000</b>
	Asphalt/street repair products	

**PUBLIC SERVICES**  
**Street Maintenance**  
 ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
<b>Highway User Tax (HUT) Section 2103 - 2080</b>	<b>Contract Services - Non-Classified:</b> Bridge preventative maintenance - City's share for County bridge inspection/maintenance program	<b>10,000</b>

## STREET MAINTENANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-30-3302	1020	REG SALARIES & WAGES	321,371	332,762	261,035	208,519
101-30-3302	1022	NON PERS - SALARIES & WAGES	3,242	3,328	3,583	-
101-30-3302	1040	OVERTIME SALARIES	117	-	253	-
101-30-3302	1048	MEDICAL OPT-OUT-GEN. UNIT	4,800	4,800	960	-
101-30-3302	1049	BILINGUAL/CERTIFICATION PAY	946	943	490	293
101-30-3302	1050	STAND BY PAY	756	-	926	-
101-30-3302	1060	PAID SICK LEAVE	6,147	7,100	10,702	10,000
101-30-3302	1065	ACCRUED PAID VACATION	5,328	7,000	6,710	7,780
101-30-3302	1080	MEDICARE	3,991	5,160	4,128	3,285
101-30-3302	1082	PERS - EMPLOYEES' PORTION	9,758	-	-	-
101-30-3302	1083	PERS - EMPLOYER PORTION	80,893	94,864	73,030	66,244
101-30-3302	1085	LIFE INSURANCE	1,203	1,291	937	809
101-30-3302	1088	LONG-TERM DISABILITY INSURANCE	3,083	3,361	2,253	2,106
101-30-3302	1090	MEDICAL INS - FT EMPLOYEES	52,707	58,542	52,719	46,218
101-30-3302	1091	DENTAL INS - FT EMPLOYEES	5,263	4,906	4,423	3,738
101-30-3302	1092	VISION INS - FT EMPLOYEES	646	639	573	487
101-30-3302	1095	MEDICAL INS - RETIREES	40,471	43,700	37,015	35,200
101-30-3302	1097	WORKER'S COMPENSATION	5,472	5,566	5,568	15,381
<b>PERSONNEL EXPENDITURES:</b>			<b>546,194</b>	<b>573,961</b>	<b>465,305</b>	<b>400,060</b>

## STREET MAINTENANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-30-3302	2080	CONTRACT SVC/NON-CLASS	13,274	12,600	12,600	10,600
101-30-3302	2088	CONTRA SVC-DEBRIS DISPOSAL	46,263	10,000	10,000	-
101-30-3302	2090	EQUIP MTCE & SUPPLIES	-	600	600	1,000
101-30-3302	2170	SPECIAL MAT'LS-SUPPLIES	1,999	-	-	-
101-30-3302	2180	SMALL TOOLS	400	400	400	400
101-30-3302	2220	VEHICLE MTCE & SUPPLIES	56,541	77,145	77,145	76,000
<b>OPERATING EXPENDITURES:</b>			<b>118,478</b>	<b>100,745</b>	<b>100,745</b>	<b>88,000</b>
101-30-3302	3991	INTER-FUND TXFR/HUT SECTION 2103	(200,000)	(255,000)	(140,000)	(165,000)
101-30-3302	3996	INTER-DEPT TXFR/GAS TAX	(434,000)	(388,000)	(388,000)	(290,000)
<b>INTER-DEPARTMENTAL TRANSFERS:</b>			<b>(634,000)</b>	<b>(643,000)</b>	<b>(528,000)</b>	<b>(455,000)</b>
<b>GENERAL FUND - STREET MAINTENANCE TOTAL:</b>			<b>30,672</b>	<b>31,706</b>	<b>38,050</b>	<b>33,060</b>

## STREET MAINTENANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
204-70-7199	3996	INTER-DEPT TXFR/GAS TAX	434,000	388,000	388,000	290,000
<b>GAS TAX FUND - STREET MAINTENANCE TOTAL:</b>			<b>434,000</b>	<b>388,000</b>	<b>388,000</b>	<b>290,000</b>
227-30-3302	2080	CONTRACT SERVICES	112,359	132,000	132,000	137,280
<b>PROP C FUND - STREET MAINTENANCE TOTAL:</b>			<b>112,359</b>	<b>132,000</b>	<b>132,000</b>	<b>137,280</b>
228-30-3302	2080	CONTRACT SERVICES	257,444	257,500	257,500	257,500
228-30-3302	2170	SPECIAL MATERIALS/SUPPLIES	40,903	50,000	40,000	50,000
228-30-3302	3850	C/O-TOOLS & WORK EQUIP	-	8,100	8,100	-
<b>MEASURE R FUND - STREET MAINTENANCE TOTAL:</b>			<b>298,347</b>	<b>315,600</b>	<b>305,600</b>	<b>307,500</b>
426-30-3302	3991	INTER-FUND TXFR/ HUT SECTION 2103	200,000	255,000	140,000	165,000
426-30-3302	2080	CONTRACT SERVICES	-	10,000	10,000	10,000
<b>HIGHWAY USER TAX (HUT) SECTION 2103 FUND - STREET MAINTENANCE TOTAL:</b>			<b>200,000</b>	<b>265,000</b>	<b>150,000</b>	<b>175,000</b>

## STREET MAINTENANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
745-30-3302	3860	C/O-OFFICE EQUIPMENT	-	-	303	-
		<b>COMPUTER REPLACEMENT FUND - STREET MAINTENANCE TOTAL:</b>	-	-	<b>303</b>	-
746-30-3302	3820	C/O-AUTOMOTIVE EQUIPMENT	55,687	-	-	71,504
		<b>VEHICLE REPLACEMENT FUND - STREET MAINTENANCE TOTAL:</b>	<b>55,687</b>	-	-	<b>71,504</b>
		<b>STREET MAINTENANCE TOTAL (ALL FUNDS):</b>	<b>1,131,065</b>	<b>1,132,306</b>	<b>1,013,953</b>	<b>1,014,344</b>

# **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 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)





**PUBLIC SERVICES**  
**Traffic Maintenance**  
**ACTIVITY DETAIL**

Account Number	Description	FY 19-20 COST
2080	<b>Contract Services - Non-Classified:</b> Highway Safety Improvement Program (HSIP) grant application	\$ 20,000
2090	<b>Equipment Maintenance &amp; Supplies:</b> Repair parts for specialized equipment such as paint guns and hose reels	1,000
2170	<b>Special Materials &amp; Supplies:</b> City-wide banners	10,000
2180	<b>Small Tools:</b> Various hand tools and replacement costs	1,000
3880	<b>Capital Outlay - Miscellaneous Other:</b> 10 ft. Traffic section trailer (replacing asset #10207)	6,000
Measure R - 2080	<b>Contract Services - Non-Classified:</b> Traffic control device caused by auto accidents and bridge repairs	10,000
Measure R - 2120	<b>Non-Illuminated Signs:</b> City-wide warning and regulatory signs, street sweeping signage, no parking signs, misc. signage city-wide	60,000
Measure R - 2170	<b>Special Materials &amp; Supplies:</b> 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**

<b>Account Number</b>	<b>Description</b>	<b>FY 19-20 COST</b>
<b>Measure R - 2210</b>	<b>Traffic Marking Materials:</b> Paint for striping and legend replacement	<b>33,000</b>
<b>Measure M- 2080</b>	<b>Contract Services-Non-Classified:</b> Traffic Master Plan (carry-over)	<b>200,000</b>
<b>Highway User Tax (HUT)</b>	<b>Contract Services - Non-Classified:</b> Re-striping of lanes/roadway markings and crosswalk thermoplastic installation	<b>75,000</b>

**TRAFFIC MAINTENANCE**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-3303	1020	SALARIES & WAGES	189,639	203,344	208,459	265,252
101-30-3303	1022	NON PERS - SALARIES & WAGES	1,860	2,033	2,201	-
101-30-3303	1030	PART TIME WAGES	12,642	16,310	13,091	-
101-30-3303	1040	OVERTIME SALARY & WAGES	420	-	-	-
101-30-3303	1048	MEDICAL OPT-OUT-GEN. UNIT	5,032	5,280	3,397	360
101-30-3303	1049	BI-LINGUAL/CERTIFICATION PAY	1,300	1,300	1,300	1,300
101-30-3303	1050	STANDBY PAY	379	-	536	-
101-30-3303	1060	PAID SICK LEAVE	5,032	6,000	8,838	7,300
101-30-3303	1065	ACCRUED PAID VACATION	4,198	6,800	5,740	5,870
101-30-3303	1080	MEDICARE	3,068	3,495	3,532	4,061
101-30-3303	1082	PERS - EMPLOYEES' PORTION	5,814	-	-	-
101-30-3303	1083	PERS - EMPLOYER PORTION	47,917	57,970	58,620	84,269
101-30-3303	1085	LIFE INSURANCE	697	790	725	1,030
101-30-3303	1088	LONG-TERM DISABILITY INSURANCE	1,787	2,054	1,752	2,679
101-30-3303	1090	MEDICAL INS - FT EMPLOYEES	26,303	29,566	35,821	58,436
101-30-3303	1091	DENTAL INS - FT EMPLOYEES	2,548	2,453	2,948	4,789
101-30-3303	1092	VISION INS - FT EMPLOYEES	312	320	381	624
101-30-3303	1095	MEDICAL INS - RETIREES	34,127	38,300	37,523	37,900
101-30-3303	1097	WORKER'S COMPENSATION	2,688	2,540	2,544	41,029
<b>PERSONNEL EXPENDITURES:</b>			<b>345,760</b>	<b>378,555</b>	<b>387,408</b>	<b>514,899</b>

**TRAFFIC MAINTENANCE**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-3303	2080	CONTRACT SVC/NON-CLASS	-	40,000	10,000	20,000
101-30-3303	2090	EQUIP MTCE & SUPPLIES	347	1,000	1,000	1,000
101-30-3303	2170	SPECIAL MAT'LS-SUPPLIES	-	10,000	9,023	10,000
101-30-3303	2180	SMALL TOOLS	-	1,000	1,000	1,000
101-30-3303	2220	VEHICLE MTCE & SUPPLIES	20,555	14,100	19,300	30,100
<b>OPERATING EXPENDITURES:</b>			<b>20,902</b>	<b>66,100</b>	<b>40,323</b>	<b>62,100</b>
101-30-3303	3850	C/O-TOOLS & WORK EQUIP	-	15,000	15,000	-
101-30-3303	3880	MISCELLANEOUS OTHER	-	-	-	6,000
<b>CAPITAL OUTLAY EXPENDITURES:</b>			<b>-</b>	<b>15,000</b>	<b>15,000</b>	<b>6,000</b>
101-30-3303	3991	INTER-FUND TXFR/HUT SECTION 2103	(235,610)	(272,845)	(260,000)	(370,000)
101-30-3303	3996	INTER-DEPT TXFR/GAS TAX	(120,586)	(160,420)	(160,420)	(175,000)
<b>GENERAL FUND - TRAFFIC MAINTENANCE TOTAL:</b>			<b>10,466</b>	<b>26,390</b>	<b>22,311</b>	<b>37,999</b>
204-70-7199	3996	INTER-DEPT TXFR/GAS TAX	120,586	160,420	160,420	175,000
<b>GAS TAX FUND - TRAFFIC MAINTENANCE TOTAL:</b>			<b>120,586</b>	<b>160,420</b>	<b>160,420</b>	<b>175,000</b>

**TRAFFIC MAINTENANCE**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
228-30-3303	2080	CONTRACT SERVICES	-	10,000	10,000	10,000
228-30-3303	2120	NON-ILLUMINATED SIGNS	53,926	60,000	60,000	60,000
228-30-3303	2170	SPECIAL MAT'LS-SUPPLIES	5,764	20,000	16,000	20,000
228-30-3303	2210	TRAFFIC MARKING MATERIALS	30,895	33,000	32,000	33,000
<b>MEASURE R FUND - TRAFFIC MAINTENANCE TOTAL:</b>			<b>90,585</b>	<b>123,000</b>	<b>118,000</b>	<b>123,000</b>
229-30-3303	2080	CONTRACT SVC/NON-CLASS	-	200,000	-	200,000
<b>MEASURE M FUND - TRAFFIC MAINTENANCE TOTAL:</b>			<b>-</b>	<b>200,000</b>	<b>-</b>	<b>200,000</b>
426-30-3303	2080	CONTRACT SVC/NON-CLASS	-	50,000	21,357	75,000
426-30-3303	3991	INTER-FUND TXFR/HUT SECTION 2103	235,610	272,845	260,000	370,000
<b>HIGHWAY USER TAX SECTION 2103 FUND - TRAFFIC MAINTENANCE TOTAL:</b>			<b>235,610</b>	<b>322,845</b>	<b>281,357</b>	<b>445,000</b>
<b>TRAFFIC MAINTENANCE TOTAL (ALL FUNDS):</b>			<b>457,247</b>	<b>832,655</b>	<b>582,088</b>	<b>980,999</b>

# **PUBLIC SERVICES**

## **Signals & Street Lighting**

### **ACTIVITIES AND OBJECTIVES**

#### **Description of Activities**

The Signals & Street Lighting Section maintains 82 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.
- Continue cost recovery efforts for damaged signal poles/equipment caused by traffic accidents and/or electrical malfunctions caused by service providers.
- Initiate the construction phase for Cycle 6 federal HSIP grant funded traffic signal projects and complete the design phase for Cycle 7 federal HSIP grant funded traffic projects to the upgrade of traffic signals and curb ramps.
- Initiate the design phase for Cycle 8 federal HSIP grant funded traffic signal projects to the upgrade of traffic signals and curb ramps.
- 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 19-20 COST
2102	<b>Utilities - Traffic Signals:</b> Energy costs for signalized intersections	62,800
2103	<b>Utilities - Safety Lighting:</b> Energy costs for safety lights at intersections to illuminate pedestrian crossings	45,400
2104	<b>Utilities - Edison Street Lights:</b> Energy and maintenance costs for Edison-owned street lights	288,700
3850	<b>Capital Outlay - Tools and Work Equipment:</b> Chainsaw, new	700
3880	<b>Capital Outlay - Miscellaneous Other:</b>	39,000
	<i>Spare power supplies (5), new</i>	2,500
	<i>Spare malfunction management units (5), new</i>	8,000
	<i>Spare traffic signal controllers (5), new</i>	28,500
3305-2069	<b>Contract Services - Projects - City-Owned Street Lights:</b> LED upgrade of purchased Edison-owned street lights (carry-over)	1,500,000
3305-2080	<b>Contract Services - Non Classified - City-Owned Street Lights:</b> Emergency repairs for pole knock-downs	50,000

**PUBLIC SERVICES**  
**Signals & Street Lighting**  
 ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
3305-2104	<b>Utilities - City- Owned Street Lights:</b>	<b>186,900</b>
Measure R - 2080	<b>Contract Services - Non-Classified:</b>  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>	<b>30,000</b>   5,000 2,000 13,000 10,000
Measure R - 2170	<b>Special Materials &amp; Supplies:</b>  Electronic equipment and supplies (signal cabinet, wiring, radios, etc.)	<b>7,500</b>
Measure R - 2171	<b>Special Materials - Street Safety Lights:</b>  Lights and poles, street safety light materials, parking lot lighting	<b>15,000</b>
Measure R - 2172	<b>Special Materials - Signals:</b>  Lamps, hardware, and specialized equipment. New controllers	<b>40,000</b>
Measure R - 3880	<b>Capital Outlay - Miscellaneous Other:</b>  <i>Type M Cabinet (spare), new</i> <i>Type P Cabinet (spare), new</i>	<b>52,000</b>  25,000 27,000

## SIGNALS & STREET LIGHTING

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-30-3304	1020	REG SALARIES & WAGES	158,025	171,450	169,261	171,448
101-30-3304	1022	NON PERS - SALARIES & WAGES	1,549	1,715	1,682	-
101-30-3304	1040	OVERTIME SALARY & WAGES	7,780	14,000	13,010	14,000
101-30-3304	1048	MEDICAL OPT-OUT-GEN. UNIT	172	-	403	360
101-30-3304	1049	BI-LINGUAL/CERTIFICATION PAY	650	650	650	650
101-30-3304	1050	STAND BY PAY	6,619	6,500	6,776	6,500
101-30-3304	1060	PAID SICK LEAVE	5,369	7,000	14,088	6,900
101-30-3304	1080	MEDICARE	1,343	2,919	2,985	2,898
101-30-3304	1082	PERS - EMPLOYEES' PORTION	4,830	-	-	-
101-30-3304	1083	PERS - EMPLOYER PORTION	39,803	48,877	47,468	54,468
101-30-3304	1085	LIFE INSURANCE	581	665	595	665
101-30-3304	1088	LONG-TERM DISABILITY INSURANCE	1,485	1,733	1,427	1,733
101-30-3304	1090	MEDICAL INS - FT EMPLOYEES	26,303	29,566	29,421	29,636
101-30-3304	1091	DENTAL INS - FT EMPLOYEES	2,548	2,453	2,429	2,453
101-30-3304	1092	VISION INS - FT EMPLOYEES	312	320	315	320
101-30-3304	1097	WORKER'S COMPENSATION	2,256	2,088	2,088	1,957
<b>PERSONNEL EXPENDITURES:</b>			<b>259,625</b>	<b>289,936</b>	<b>292,598</b>	<b>293,988</b>

## SIGNALS & STREET LIGHTING

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-30-3304	2090	EQUIP MTCE & SUPPLIES	-	500	500	-
101-30-3304	2102	UTILITIES-TRAFFIC SIGNALS	56,314	59,000	59,000	62,800
101-30-3304	2103	UTILITIES-SAFETY LIGHTING	40,703	39,600	39,600	45,400
101-30-3304	2104	UTILITIES-EDISON ST LIGHT	806,596	288,700	277,600	288,700
101-30-3304	2180	SMALL TOOLS	115	500	500	-
101-30-3304	2220	VEHICLE MTCE & SUPPLIES	49,890	42,200	42,200	42,310
<b>OPERATING EXPENDITURES:</b>			<b>953,619</b>	<b>430,500</b>	<b>419,400</b>	<b>439,210</b>
101-30-3304	3850	C/O-TOOLS & WORK EQUIP	-	-	-	700
101-30-3304	3880	MISCELLANEOUS OTHER	-	-	-	39,000
<b>CAPITAL OUTLAY EXPENDITURES:</b>			-	-	-	<b>39,700</b>
<b>GENERAL FUND - SIGNALS &amp; STREET LIGHTING TOTAL:</b>			<b>1,213,243</b>	<b>720,436</b>	<b>711,998</b>	<b>772,898</b>

## SIGNALS & STREET LIGHTING

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
<b>CITY-OWNED STREET LIGHTS</b>						
101-30-3305	2069	CONTRACT SVS/PROJECTS	-	1,500,000	-	1,500,000
101-30-3305	2080	CONTRACT SVC/NON-CLASS	-	71,800	71,800	50,000
101-30-3305	2170	SPECIAL MAT'LS-SUPPLIES	-	15,000	-	-
101-30-3305	2104	UTILITIES-EDISON ST LIGHT	-	286,500	253,000	186,900
101-30-3305	2310	PROPERTY ACQUISITION	-	2,078,736	2,078,736	-
101-30-3305	4790	TRANSFER FROM LOAN PROCEEDS	-	(3,620,536)	(2,078,736)	(1,500,000)
<b>OPERATING EXPENDITURES:</b>			-	<b>331,500</b>	<b>324,800</b>	<b>236,900</b>
101-90-9320	3990	DEBT SERVICE PAYMENT	-	413,000	413,000	410,016
<b>DEBT SERVICE EXPENDITURES:</b>			-	<b>413,000</b>	<b>413,000</b>	<b>410,016</b>
<b>GENERAL FUND - CITY-OWNED STREET LIGHTING TOTAL:</b>			-	<b>744,500</b>	<b>737,800</b>	<b>646,916</b>
101-30-3304	3996	INTER-DEPT TXFR/GAS TAX	(545,000)	(578,700)	(578,700)	(625,000)
<b>GENERAL FUND - SIGNALS &amp; STREET LIGHTING TOTAL:</b>			<b>668,243</b>	<b>886,236</b>	<b>871,098</b>	<b>794,814</b>

## SIGNALS & STREET LIGHTING

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
204-70-7199	3996	INTER-DEPT TXFR/GAS TAX	545,000	578,700	578,700	625,000
<b>GAS TAX FUND - SIGNALS &amp; ST. LIGHTING TOTAL:</b>			<b>545,000</b>	<b>578,700</b>	<b>578,700</b>	<b>625,000</b>
228-30-3304	2080	CONTRACT SERVICES	15,626	30,000	30,000	30,000
228-30-3304	2170	SPECIAL MAT'LS- SUPPLIES	1,838	7,500	7,500	7,500
228-30-3304	2171	SPECIAL MAT'LS-ST.LIGHTS	2,595	5,000	5,000	15,000
228-30-3304	2172	SPECIAL MAT'LS-SIGNALS	40,383	40,000	35,000	40,000
228-30-3304	3880	C/O-MISCELLANEOUS OTHER	-	-	-	52,000
<b>MEASURE R FUND - SIGNALS &amp; ST. LIGHTING TOTAL:</b>			<b>60,442</b>	<b>82,500</b>	<b>77,500</b>	<b>144,500</b>
<b>SIGNALS &amp; STREET LIGHTING TOTAL (ALL FUNDS):</b>			<b>1,273,685</b>	<b>1,547,436</b>	<b>1,527,298</b>	<b>1,564,314</b>

# **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 city-wide.





# PUBLIC SERVICES

## Street Sweeping

### ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2080	<b>Contract Services - Non-Classified:</b> City-wide street sweeping contract services	\$ 780,000

## STREET SWEEPING

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-30-3402	1020	REG SALARIES & WAGES	8,807	9,036	9,498	9,035
101-30-3402	1022	NON PERS - SALARIES & WAGES	88	90	81	-
101-30-3402	1040	OVERTIME SALARY & WAGES	5	-	8	-
101-30-3402	1049	BILINGUAL/CERTIFICATION PAY	65	65	69	65
101-30-3402	1060	PAID SICK LEAVE	407	600	1,442	400
101-30-3402	1065	ACCRUED PAID VACATION	358	500	480	520
101-30-3402	1050	STAND BY PAY	168	-	186	-
101-30-3402	1080	MEDICARE	144	149	171	145
101-30-3402	1082	PERS - EMPLOYEES' PORTION	271	-	-	-
101-30-3402	1083	PERS - EMPLOYER PORTION	2,228	2,576	1,375	2,871
101-30-3402	1085	LIFE INSURANCE	32	35	36	35
101-30-3402	1088	LONG-TERM DISABILITY INSURANCE	83	91	87	91
101-30-3402	1090	MEDICAL INS - FT EMPLOYEES	823	1,010	1,277	1,440
101-30-3402	1091	DENTAL INS - FT EMPLOYEES	124	117	131	117
101-30-3402	1092	VISION INS - FT EMPLOYEES	15	16	17	16
101-30-3402	1097	WORKER'S COMPENSATION	108	100	96	103
<b>PERSONNEL EXPENDITURES:</b>			<b>13,726</b>	<b>14,385</b>	<b>14,954</b>	<b>14,838</b>

## STREET SWEEPING

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-30-3402	2080	CONTRACT SVC/NON-CLASS	721,150	750,000	750,000	780,000
<b>OPERATING EXPENDITURES:</b>			<b>721,150</b>	<b>750,000</b>	<b>750,000</b>	<b>780,000</b>
101-30-3402	3996	INTER-DEPT TXFR/GAS TAX	(278,000)	(318,000)	(318,000)	(370,000)
101-30-3402	3998	INTER-FUND TXFR/AQMD	(87,564)	(87,564)	(87,564)	(87,564)
<b>GENERAL FUND - STREET SWEEPING TOTAL:</b>			<b>369,312</b>	<b>358,821</b>	<b>359,390</b>	<b>337,274</b>
204-70-7199	3996	INTER-DEPT TXFR/GAS TAX	278,000	318,000	318,000	370,000
<b>GAS TAX FUND - STREET SWEEPING TOTAL:</b>			<b>278,000</b>	<b>318,000</b>	<b>318,000</b>	<b>370,000</b>
213-30-3402	3998	INTER-FUND TXFR/AB2766	87,564	87,564	87,564	87,564
<b>AQMD FUND - STREET SWEEPING TOTAL:</b>			<b>87,564</b>	<b>87,564</b>	<b>87,564</b>	<b>87,564</b>
<b>STREET SWEEPING TOTAL (ALL FUNDS:</b>			<b>734,876</b>	<b>764,385</b>	<b>764,954</b>	<b>794,838</b>

# **PUBLIC SERVICES**

## **Graffiti Removal**

### **ACTIVITIES AND OBJECTIVES**

#### **Description of Activities**

The Graffiti Removal Section is responsible for the removal of graffiti city-wide, 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 tracking 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 city-wide 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 by prioritizing goals.
- Provide an efficient seven days a week graffiti removal operation including selected holidays to provide continued and uninterrupted service.



# PUBLIC SERVICES

## Graffiti Removal

### ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2090	<b>Equipment Maintenance &amp; Supplies:</b> Repair airless sprayers, guns, tips, hoses, sandblasting equipment, pressure washer, etc.	\$ 1,200
2170	<b>Special Materials &amp; Supplies:</b> Sand, paint, rollers, brushes, drop cloths, paint trays, etc.	40,000
746-3820	<b>Capital Outlay - Automotive Equipment:</b> Graffiti Truck (replacing unit #6345)	147,300

## GRAFFITI REMOVAL

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-30-3404	1020	REG SALARIES & WAGES	274,427	281,791	255,511	270,804
101-30-3404	1022	NON PERS - SALARIES & WAGES	2,750	2,818	2,737	-
101-30-3404	1030	PART TIME WAGES	24,659	40,774	38,884	20,385
101-30-3404	1040	OVERTIME SALARY & WAGES	282	-	82	-
101-30-3404	1050	STAND BY PAY	825	1,000	761	1,000
101-30-3404	1049	BILINGUAL/CERTIFICATION PAY	1,589	1,593	1,780	2,243
101-30-3404	1060	PAID SICK LEAVE	1,831	2,000	1,809	1,600
101-30-3404	1065	ACCRUED PAID VACATION	2,219	4,300	2,780	2,570
101-30-3404	1080	MEDICARE	3,382	4,846	4,413	4,329
101-30-3404	1082	PERS - EMPLOYEES' PORTION	8,446	-	-	-
101-30-3404	1083	PERS - EMPLOYER PORTION	69,268	80,334	71,854	86,031
101-30-3404	1085	LIFE INSURANCE	1,002	1,094	969	867
101-30-3404	1088	LONG-TERM DISABILITY INSURANCE	2,569	2,846	2,323	2,735
101-30-3404	1090	MEDICAL INS - FT EMPLOYEES	51,521	55,763	54,613	57,585
101-30-3404	1091	DENTAL INS - FT EMPLOYEES	5,479	5,198	5,092	5,198
101-30-3404	1092	VISION INS - FT EMPLOYEES	671	677	660	677
101-30-3404	1093	MEDICAL INS - PT EMPLOYEES	144	-	-	-
101-30-3404	1095	MEDICAL INS - RETIREES	3,712	3,900	3,805	4,000
101-30-3404	1096	UNEMPLOYMENT INSURANCE	-	4,000	(728)	-
101-30-3404	1097	WORKER'S COMPENSATION	72,480	96,405	96,372	51,894
101-30-3404	1100	ACA AFFORDABILITY STIPEND	18	-	-	-
<b>PERSONNEL EXPENDITURES:</b>			<b>527,274</b>	<b>589,339</b>	<b>543,716</b>	<b>511,918</b>

## GRAFFITI REMOVAL

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-30-3404	2090	EQUIP MTCE & SUPPLIES	-	1,200	1,200	1,200
101-30-3404	2170	SPECIAL MAT'LS-SUPPLIES	40,104	50,000	42,000	40,000
101-30-3404	2220	VEHICLE MTCE & SUPPLIES	41,603	41,600	41,600	46,300
<b>OPERATING EXPENDITURES:</b>			<b>81,707</b>	<b>92,800</b>	<b>84,800</b>	<b>87,500</b>
101-30-3404	3997	INTER-DEPT TXFR/CDBG	(50,309)	(50,309)	(50,309)	-
<b>GENERAL FUND - GRAFFITI REMOVAL TOTAL:</b>			<b>558,672</b>	<b>631,830</b>	<b>578,207</b>	<b>599,418</b>
207-30-3404	3997	GRAFFITI REMOVAL / CDBG FUND	50,309	50,309	50,309	-
<b>CDBG FUND - GRAFFITI REMOVAL TOTAL:</b>			<b>50,309</b>	<b>50,309</b>	<b>50,309</b>	<b>-</b>



**GRAFFITI REMOVAL**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
746-30-3404	3820	C/O- AUTOMOTIVE EQUIPMENT	-	-	-	147,300
<hr/>						
		<b>VEHICLE REPLACEMENT FUND</b>				
		<b>- GRAFFITI REMOVAL</b>	-	-	-	<b>147,300</b>
		<b>TOTAL:</b>				
<hr/>						
		<b>GRAFFITI REMOVAL TOTAL</b>				
		<b>(ALL FUNDS )</b>	<b>608,981</b>	<b>682,139</b>	<b>628,516</b>	<b>746,718</b>
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# **PUBLIC SERVICES**

## **Tree Maintenance**

### **ACTIVITIES AND OBJECTIVES**

#### **Description of Activities**

The Tree Maintenance Section maintains approximately 18,000 trees city-wide. The Section provides a variety of functions, including daily inspections, tree pruning, and trimming, removal of trees (due to disease, nuisance or infection), root pruning healthy trees to prolong their existence while limiting possible sidewalk root damage in parkways, replenishing the urban forest to maintain a balanced ecological climate, conduct a pest management program to ensure overall tree health and responding to emergency requests. In addition, this Section monitors the city-wide tree trimming service contract.

#### **Objectives**

- Provide quality tree trimming in grids through contract services city-wide, by trimming one-third of all residential areas annually.
- Remove reported and/or identified hazards within two hours of inspection.
- Continue city-wide 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 city-wide 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.
- Host annual Arbor Day and NeighborWoods events.
- Coordinate with Caltrans for the planting of 1,200 trees city-wide.



## PUBLIC SERVICES

### Tree Maintenance

#### ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
<b>2080</b>	<b>Contract Services - Non-Classified:</b>	<b>\$ 382,000</b>
	<i>Tree trimming contract</i>	<i>369,000</i>
	<i>Misc. tree/landscape services</i>	<i>5,000</i>
	<i>Bee removal</i>	<i>3,000</i>
	<i>Pest control</i>	<i>2,500</i>
	<i>Misc. contracts - sod, fire extinguishers, etc.</i>	<i>2,500</i>
<b>2088</b>	<b>Debris Disposal:</b> Green waste recycling	<b>10,000</b>
<b>2090</b>	<b>Equipment Maintenance &amp; Supplies:</b> Dielectric testing for aerial tower, auxiliary equipment repairs, including saws, and brush chipper maintenance	<b>1,000</b>
<b>2170</b>	<b>Special Materials &amp; Supplies:</b> Trees, chemicals, stakes, fertilizer, soil, root barriers, polymers, tree ties, safety equipment, etc.	<b>22,000</b>
<b>2180</b>	<b>Small Tools:</b> Pruners, handsaws, rakes, brooms, shovels, etc.	<b>1,000</b>
<b>746-3820</b>	<b>Capital Outlay - Automotive Equipment:</b> Aerial Boom Truck (replacing unit #3536)	<b>170,000</b>

## TREE MAINTENANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-30-3502	1020	SALARIES & WAGES	276,280	283,073	278,992	285,738
101-30-3502	1022	NON PERS - SALARIES & WAGES	2,762	2,831	2,876	-
101-30-3502	1030	PART TIME WAGES	13,100	16,310	17,891	16,308
101-30-3502	1040	OVERTIME SALARY & WAGES	3,084	-	156	-
101-30-3502	1048	MEDICAL OPT-OUT-GEN. UNIT	9,600	9,600	9,600	9,600
101-30-3502	1049	BILINGUAL/CERTIFICATION PAY	2,928	2,600	3,023	2,600
101-30-3502	1050	STANDBY PAY	720	500	-	500
101-30-3502	1060	PAID SICK LEAVE	2,034	2,100	1,657	2,100
101-30-3502	1065	ACCRUED PAID VACATION	2,352	2,900	3,650	3,190
101-30-3502	1080	MEDICARE	4,492	4,639	4,609	4,640
101-30-3502	1082	PERS - EMPLOYEES' PORTION	8,538	-	-	-
101-30-3502	1083	PERS - EMPLOYER PORTION	70,081	80,698	78,836	90,775
101-30-3502	1085	LIFE INSURANCE	1,009	1,098	1,028	1,108
101-30-3502	1088	LONG-TERM DISABILITY INSURANCE	2,588	2,859	2,464	2,886
101-30-3502	1090	MEDICAL INS - FT EMPLOYEES	24,105	26,248	24,791	26,301
101-30-3502	1091	DENTAL INS - FT EMPLOYEES	2,201	2,920	2,172	2,920
101-30-3502	1092	VISION INS - FT EMPLOYEES	378	380	387	380
101-30-3502	1095	MEDICAL INS - RETIREES	27,021	30,400	29,953	29,800
101-30-3502	1097	WORKER'S COMPENSATION	8,904	10,518	10,512	11,264
101-30-3502	1999	ALLOCATED PAYROLL	(69)	-	183	-
<b>PERSONNEL EXPENDITURES:</b>			<b>462,106</b>	<b>479,674</b>	<b>472,778</b>	<b>490,110</b>

## TREE MAINTENANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-30-3502	2069	CONTRACT SVC/PROJECTS	-	10,000	10,000	-
101-30-3502	2080	CONTRACT SVC/NON-CLASS	339,311	348,000	348,000	382,000
101-30-3502	2088	CONTRACT SVC/DEBRIS DISPOSAL	9,555	10,000	6,000	10,000
101-30-3502	2090	EQUIP MTCE & SUPPLIES	120	1,000	1,000	1,000
101-30-3502	2170	SPECIAL MAT'LS-SUPPLIES	20,276	22,000	20,000	22,000
101-30-3502	2180	SMALL TOOLS	483	1,000	1,000	1,000
101-30-3502	2220	VEHICLE MTCE & SUPPLIES	108,227	69,600	69,600	83,000
<b>OPERATING EXPENDITURES:</b>			<b>477,973</b>	<b>461,600</b>	<b>455,600</b>	<b>499,000</b>
101-30-3502	3996	INTER-DEPT TXFR/GAS TAX	(288,000)	(284,000)	(288,000)	(284,000)
<b>GENERAL FUND - TREE MAINTENANCE TOTAL:</b>			<b>652,079</b>	<b>657,274</b>	<b>640,378</b>	<b>705,110</b>

## TREE MAINTENANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
204-70-7199	3996	INTER-DEPT TXFR/GAS TAX	288,000	284,000	288,000	284,000
		<b>GAS TAX FUND - TREE MAINTENANCE TOTAL:</b>	<b>288,000</b>	<b>284,000</b>	<b>288,000</b>	<b>284,000</b>
213-30-3502	3820	C/O-AUTOMOTIVE EQUIPMENT	-	73,700	73,700	-
		<b>AQMD FUND - TREE MAINTENANCE TOTAL:</b>	<b>-</b>	<b>73,700</b>	<b>73,700</b>	<b>-</b>
746-30-3502	3820	C/O-AUTOMOTIVE EQUIPMENT	230	-	-	170,000
		<b>VEHICLE REPLACEMENT FUND - TREE MAINTENANCE TOTAL:</b>	<b>230</b>	<b>-</b>	<b>-</b>	<b>170,000</b>
<b>TREE MAINTENANCE TOTAL (ALL FUNDS )</b>			<b>940,308</b>	<b>1,014,974</b>	<b>1,002,078</b>	<b>1,159,110</b>

# **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 medians and side panels city-wide. 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 city-wide medians and side panels 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 19-20 COST
<b>2080</b>	<b>Contract Services - Non-Classified:</b>	<b>\$ 230,000</b>
	<i>Landscape maintenance contract</i>	<i>212,000</i>
	<i>Misc. landscape services</i>	<i>5,000</i>
	<i>Flow testing and water line repairs</i>	<i>12,000</i>
	<i>Calsense Controller data access/maintenance</i>	<i>1,000</i>
<b>2090</b>	<b>Equipment Maintenance &amp; Supplies:</b>	<b>1,000</b>
	Equipment maintenance and irrigation pump repairs	
<b>2170</b>	<b>Special Materials &amp; Supplies:</b>	<b>22,500</b>
	<i>Plant material, fertilizers, tree stakes, irrigation timers, replacement backflows, and parts</i>	<i>17,500</i>
	<i>Medians - trees and plant material</i>	<i>5,000</i>
<b>2180</b>	<b>Small Tools:</b>	<b>1,000</b>
	Irrigation and landscaping tools	

**GREENSCAPE MAINTENANCE**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-3503	1020	REG SALARIES & WAGES	175,594	180,109	164,788	180,114
101-30-3503	1022	NON PERS - SALARIES & WAGES	1,757	1,801	1,755	-
101-30-3503	1040	OVERTIME SALARY & WAGES	77	-	-	-
101-30-3503	1050	STANDBY PAY	720	-	-	-
101-30-3503	1049	BILINGUAL/CERTIFICATION PAY	972	650	813	650
101-30-3503	1060	PAID SICK LEAVE	2,034	2,000	1,557	2,000
101-30-3503	1065	ACCRUED PAID VACATION	2,352	2,800	3,190	3,190
101-30-3503	1080	MEDICARE	2,554	2,717	2,495	2,697
101-30-3503	1082	PERS - EMPLOYEES' PORTION	5,400	-	-	-
101-30-3503	1083	PERS - EMPLOYER PORTION	44,310	51,345	46,293	57,220
101-30-3503	1085	LIFE INSURANCE	642	699	621	699
101-30-3503	1088	LONG-TERM DISABILITY INSURANCE	1,647	1,819	1,493	1,819
101-30-3503	1090	MEDICAL INS - FT EMPLOYEES	29,636	32,627	32,168	32,980
101-30-3503	1091	DENTAL INS - FT EMPLOYEES	3,084	2,920	2,847	2,920
101-30-3503	1092	VISION INS - FT EMPLOYEES	378	380	369	380
101-30-3503	1097	WORKER'S COMPENSATION	3,696	3,985	3,984	2,058
<b>PERSONNEL EXPENDITURES:</b>			<b>274,854</b>	<b>283,852</b>	<b>262,374</b>	<b>286,727</b>

**GREENSCAPE MAINTENANCE**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-3503	2069	CONTRACT SVC/PROJECTS	17,006	7,500	7,500	-
101-30-3503	2080	CONTRACT SVC/NON-CLASS	255,497	201,800	201,800	230,000
101-30-3503	2090	EQUIP MTCE & SUPPLIES	904	1,000	1,000	1,000
101-30-3503	2100	UTILITIES	224,834	239,200	220,700	243,700
101-30-3503	2170	SPECIAL MAT'LS-SUPPLIES	17,722	22,500	22,500	22,500
101-30-3503	2180	SMALL TOOLS	107	1,000	1,000	1,000
101-30-3503	2220	VEHICLE MTCE & SUPPLIES	22,942	23,500	23,500	22,000
<b>OPERATING EXPENDITURES:</b>			<b>539,012</b>	<b>496,500</b>	<b>478,000</b>	<b>520,200</b>
101-30-3503	3850	CO-TOOLS & WORK EQUIP	-	2,500	2,468	-
<b>CAPITAL OUTLAY EXPENDITURES:</b>			<b>-</b>	<b>2,500</b>	<b>2,468</b>	<b>-</b>
<b>GENERAL FUND - GREENSCAPE MAINTENANCE TOTAL:</b>			<b>813,865</b>	<b>782,852</b>	<b>742,842</b>	<b>806,927</b>
<b>GREENSCAPE TOTAL (ALL FUNDS):</b>			<b>813,865</b>	<b>782,852</b>	<b>742,842</b>	<b>806,927</b>

# **PUBLIC SERVICES**

## **Park Maintenance - Landscape**

### **ACTIVITIES AND OBJECTIVES**

#### **Description of Activities**

Parks Maintenance - Landscape Section 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 City parks.
- Design and install updated landscaping for entryways to City parks, including parking lots and monuments.
- Update irrigation throughout City parks utilizing energy and water-saving equipment.

**Budget Program: Public Services - Park Maintenance - Landscape, 3504**

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 18-19 Adopted Allocation</b>	<b>FY 19-20 Adopted Allocation</b>	<b>FY 18-19 Budgeted Salary</b>	<b>FY 19-20 Budgeted Salary</b>	<b>Position Title</b>	<b>FY 18-19 Adopted Hours</b>	<b>FY 19-20 Adopted Hours</b>	<b>FY 18-19 Number of PT Positions</b>	<b>FY 19-20 Number of PT Positions</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Wages</b>
Maintenance Supervisor	1.00	1.00	90,356	90,348	Maintenance Assistant	3,120	5,460	3	5	48,929	85,615
Maintenance Worker III	2.00	2.00	137,022	137,040							
Maintenance Worker II	4.00	4.00	240,040	242,772							
Maintenance Worker I	4.00	3.00	201,072	152,546							
<b>TOTAL</b>	<b>11.00</b>	<b>10.00</b>	<b>668,490</b>	<b>622,706</b>	<b>TOTAL</b>	<b>3,120</b>	<b>5,460</b>	<b>3</b>	<b>5</b>	<b>48,929</b>	<b>85,615</b>

**PUBLIC SERVICES**  
**Park Maintenance - Landscape**  
**ACTIVITY DETAIL**

Account Number	Description	FY 19-20 COST
2061	<b>Custodial Supplies:</b> Janitorial supplies, trash can liners, etc.	\$ 22,000
2068	<b>SFS - Little Lake Park</b> Shared park maintenance - 50% plus programming @ \$2,500/mo.	175,000
2080	<b>Contract Services - Non Classified:</b>	<b>258,800</b>
	<i>Heavy tree trim rate at parks and City Hall turf marquee - 1/2 of parks per year - 2 year cycle</i>	72,600
	<i>Landscape maintenance - Parks, Foster and Excelsior greenbelts</i>	163,200
	<i>Backflow testing and repairs</i>	6,000
	<i>Irrigation pump repairs</i>	5,000
	<i>Gopher abatement services - all parks</i>	10,000
	<i>Calsense Controller data access/maintenance</i>	1,500
	<i>Misc. contract services - fire extinguishers, etc.</i>	500
2088	<b>Contract Services - Debris Disposal:</b> Greencycle fees	<b>5,000</b>
2090	<b>Equipment Maintenance &amp; Supplies:</b> Parts and repairs for landscape maintenance equipment	<b>6,000</b>

**PUBLIC SERVICES**  
**Park Maintenance - Landscape**  
ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2170	<b>Special Materials - Supplies - Parks:</b> Playground sand, ballfield mix, ballfield supplies, playground parts/supplies, decomposed granite, bark, seed, fertilizer, plant material, trees, landscape chemicals, and misc. park supplies	<b>50,000</b>
2231	<b>Vandalism Repair:</b> Misc. repairs for vandalism to irrigation boxes, valves, etc.	<b>1,000</b>
3850	<b>Capital Outlay - Tools &amp; Equipment:</b>	<b>15,300</b>
	<i>Hydro and reciprocating 30" aerator, (replacement, no asset tag)</i>	<i>8,400</i>
	<i>Backpack blowers (3), new</i>	<i>1,300</i>
	<i>Hedge trimmers (2), (replacing assets #13198, 13199)</i>	<i>1,100</i>
	<i>Hedge clipper (replacing asset #13200)</i>	<i>900</i>
	<i>Power trim edger (2), new</i>	<i>1,700</i>
	<i>String trimmers (2), (replacements, no asset tags)</i>	<i>700</i>
	<i>Chainsaw 14" (2), new</i>	<i>600</i>
	<i>Chainsaw 16", new</i>	<i>600</i>



**PARK MAINTENANCE- LANDSCAPE**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-3504	1020	SALARIES & WAGES	643,542	668,490	586,993	622,706
101-30-3504	1022	NON PERS - SALARIES & WAGES	5,521	6,202	6,192	-
101-30-3504	1030	PART TIME WAGES	40,307	48,929	43,993	85,615
101-30-3504	1040	OVERTIME SALARY & WAGES	960	-	73	-
101-30-3504	1045	COMP TIME PAY	7	-	687	-
101-30-3504	1048	MEDICAL OPT-OUT-GEN. UNIT	4,800	4,800	2,667	4,800
101-30-3504	1049	BILINGUAL/CERTIFICATION PAY	4,789	3,900	5,210	3,900
101-30-3504	1050	STANDBY PAY	-	-	2,102	-
101-30-3504	1060	PAID SICK LEAVE	10,658	16,000	12,789	13,000
101-30-3504	1065	ACCRUED PAID VACATION	9,088	11,700	15,536	15,700
101-30-3504	1070	PAID SICK LEAVE ON TERMINATION	4,781	-	30,777	-
101-30-3504	1080	MEDICARE	8,240	11,018	10,252	10,812
101-30-3504	1082	PERS - EMPLOYEES' PORTION	18,526	-	-	-
101-30-3504	1083	PERS - EMPLOYER PORTION	162,701	190,573	165,537	197,826
101-30-3504	1085	LIFE INSURANCE	2,205	2,222	1,880	1,771
101-30-3504	1088	LONG-TERM DISABILITY INSURANCE	5,996	6,751	4,883	6,289
101-30-3504	1090	MEDICAL INS - FT EMPLOYEES	98,028	108,925	103,847	119,348
101-30-3504	1091	DENTAL INS - FT EMPLOYEES	11,161	11,680	9,695	11,680
101-30-3504	1092	VISION INS - FT EMPLOYEES	1,474	1,520	1,361	1,520

**PARK MAINTENANCE- LANDSCAPE**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-3504	1093	MEDICAL INS - PT EMPLOYEES	-	-	281	-
101-30-3504	1095	MEDICAL INS - RETIREES	106,385	106,200	116,886	142,200
101-30-3504	1097	WORKER'S COMPENSATION	80,662	105,265	105,228	106,345
101-30-3504	1100	ACA AFFORDABILITY STIPEND	-	-	36	-
<b>PERSONNEL EXPENDITURES</b>			<b>1,219,831</b>	<b>1,304,175</b>	<b>1,226,905</b>	<b>1,343,512</b>

**PARK MAINTENANCE- LANDSCAPE**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-3504	2061	CUSTODIAL SUPPLIES	21,702	22,000	22,000	22,000
101-30-3504	2064	BUILDING TRADE SUPPLIES	-	-	66	-
101-30-3504	2068	SANTA FE SPRINGS/LITTLE LAKE PAR	184,356	175,000	175,000	175,000
101-30-3504	2080	CONTRACT SVC/NON-CLASS	247,985	252,200	252,200	258,800
101-30-3504	2088	CONTRACT SVC/DEBRIS DISPOSAL	3,204	5,000	5,000	5,000
101-30-3504	2090	EQUIP MTCE & SUPPLIES	4,843	6,000	6,000	6,000
101-30-3504	2100	UTILITIES	602,860	446,300	423,000	436,300
101-30-3504	2150	RENTAL EXPENSE	124	100	100	-
101-30-3504	2170	SPECIAL MAT'LS-SUPPLIES	8,738	50,000	50,000	50,000
101-30-3504	2173	SPECIAL MAT'LS-LANDSCAPE	36,926	-	-	-
101-30-3504	2220	VEHICLE MTCE & SUPPLIES	102,336	107,945	107,945	122,500
101-30-3504	2231	VANDALISM REPAIR	1,054	1,000	1,000	1,000
		<b>OPERATING EXPENDITURES</b>	<b>1,214,126</b>	<b>1,065,545</b>	<b>1,042,311</b>	<b>1,076,600</b>
101-30-3504	3850	C/O-TOOLS & WORK EQUIP	(500)	2,500	2,500	15,300
		<b>CAPITAL OUTLAY EXPENDITURES</b>	<b>(500)</b>	<b>2,500</b>	<b>2,500</b>	<b>15,300</b>

**PARK MAINTENANCE- LANDSCAPE**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
		<b>CALSENSE GRANT:</b>				
101-30-3514	2082	CALSENSE GRANT	-	78,750	75,000	-
		<b>OPERATING EXPENDITURES</b>	-	<b>78,750</b>	<b>75,000</b>	-
		<b>CALSENSE GRANT TOTAL:</b>	-	<b>78,750</b>	<b>75,000</b>	-
		<b>GENERAL FUND TOTAL - PARK MAINTENANCE-LANDSCAPE TOTAL:</b>	<b>2,433,457</b>	<b>2,450,970</b>	<b>2,346,716</b>	<b>2,435,412</b>
746-30-3504	3820	C/O-AUTOMOTIVE EQUIPMENT	82,186	110,000	-	-
		<b>VEHICLE REPLACEMENT FUND - PARK MAINTENANCE- LANDSCAPE TOTAL:</b>	<b>82,186</b>	<b>110,000</b>	-	-
		<b>PARK MAINTENANCE-LANDSCAPE TOTAL (ALL FUNDS):</b>	<b>2,515,643</b>	<b>2,560,970</b>	<b>2,346,716</b>	<b>2,435,412</b>

# **PUBLIC SERVICES**

## **Parks Maintenance - Facilities**

### **ACTIVITIES AND OBJECTIVES**

#### **Description of Activities**

Parks Maintenance - Facilities Section maintains and repairs 12,000 square feet of park facilities and buildings including: Sproul and Hargitt Museums, Sproul Reception Center, Norwalk Arts & Sports Complex, Cultural Arts Center, 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**

<b>Position Title</b>	<b>FY 18-19 Adopted Allocation</b>	<b>FY 19-20 Adopted Allocation</b>	<b>FY 18-19 Budgeted Salary</b>	<b>FY 19-20 Budgeted Salary</b>	<b>Position Title</b>	<b>FY 18-19 Adopted Hours</b>	<b>FY 19-20 Adopted Hours</b>	<b>FY 18-19 Number of PT Positions</b>	<b>FY 19-20 Number of PT Positions</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Wages</b>
Maintenance Supervisor (a)	1.00	1.00	90,358	90,349	Maintenance Assistant	3,120	3,120	3	3	48,929	48,923
Maintenance Worker III (b)	1.00	1.00	68,511	68,520							
Maintenance Worker II (c)	3.00	3.00	183,468	186,462							
Maintenance Worker I (d)	3.00	3.00	142,011	146,537							
(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											
<b>TOTAL</b>	<b>8.00</b>	<b>8.00</b>	<b>484,348</b>	<b>491,868</b>	<b>TOTAL</b>	<b>3,120</b>	<b>3,120</b>	<b>3</b>	<b>3</b>	<b>48,929</b>	<b>48,923</b>

**PARK MAINTENANCE - TOTAL ALL FACILITIES**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-xxxx	1020	SALARIES & WAGES	466,802	484,348	450,329	491,868
101-30-xxxx	1022	NON PERS - SALARIES & WAGES	3,306	3,872	3,415	-
101-30-xxxx	1030	PART TIME WAGES	34,609	48,929	43,207	48,923
101-30-xxxx	1040	OVERTIME SALARY & WAGES	1,439	-	943	-
101-30-xxxx	1048	MEDICAL OPT-OUT-GEN. UNIT	4,800	4,800	9,548	9,600
101-30-xxxx	1049	BILINGUAL/CERTIFICATION PAY	1,975	1,300	1,560	2,600
101-30-xxxx	1050	STANDBY PAY	1,440	-	2,479	-
101-30-xxxx	1060	PAID SICK LEAVE	-	3,200	5,211	5,000
101-30-xxxx	1065	ACCRUED PAID VACATION	-	-	227	-
101-30-xxxx	1080	MEDICARE	7,092	7,924	7,495	8,091
101-30-xxxx	1082	PERS - EMPLOYEES' PORTION	10,143	-	-	-
101-30-xxxx	1083	PERS - EMPLOYER PORTION	117,612	138,081	126,260	156,264
101-30-xxxx	1085	LIFE INSURANCE	1,331	1,553	1,292	1,565
101-30-xxxx	1088	LONG-TERM DISABILITY INSURANCE	4,348	4,891	3,733	4,967
101-30-xxxx	1090	MEDICAL INS - FT EMPLOYEES	79,399	87,764	65,407	73,453
101-30-xxxx	1091	DENTAL INS - FT EMPLOYEES	8,635	8,178	5,965	7,009
101-30-xxxx	1092	VISION INS - FT EMPLOYEES	1,058	1,068	773	914
101-30-xxxx	1093	MEDICAL INS - PT EMPLOYEES	170	-	-	-
101-30-xxxx	1097	WORKER'S COMPENSATION	5,791	5,336	5,340	5,618
101-30-xxxx	1100	ACA AFFORDABILITY STIPEND	4	-	-	-
<b>PERSONNEL EXPENDITURES</b>			<b>749,949</b>	<b>801,245</b>	<b>733,184</b>	<b>815,872</b>

**PARK MAINTENANCE - TOTAL ALL FACILITIES**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-xxxx	2061	CUSTODIAL SUPPLIES	43,765	45,000	41,500	45,000
101-30-xxxx	2062	MTCE & REPAIR SUPPLIES	89,804	92,800	88,465	81,000
101-30-xxxx	2063	CUSTODIAL SUPPLIES- FACILITIES	1,260	4,400	4,400	-
101-30-xxxx	2064	BUILDING TRADE SUPPLIES	63,496	58,000	59,000	59,000
101-30-xxxx	2069	CONTRACT SVC/PROJECTS	75,366	-	5,000	10,000
101-30-xxxx	2080	CONTRACT SVC	91,513	121,200	119,000	114,000
101-30-xxxx	2090	EQUIP MTCE & SUPPLIES	1,341	2,500	2,500	4,800
101-30-xxxx	2100	UTILITIES	-	55,200	52,750	55,200
101-30-xxxx	2170	SPECIAL MAT'LS-SUPPLIES	57,924	42,000	42,000	42,000
101-30-xxxx	2220	VEHICLE MTCE & SUPPLIES	40,146	30,300	30,300	34,870
101-30-xxxx	2231	VANDALISM REPAIR	5,231	10,800	5,800	9,800
<b>OPERATING EXPENDITURES</b>			<b>469,845</b>	<b>462,200</b>	<b>450,715</b>	<b>455,670</b>



**PARK MAINTENANCE - TOTAL ALL FACILITIES**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-xxxx	3850	C/O-TOOLS & WORK EQUIP	873	1,500	2,289	39,700
101-30-xxxx	3880	C/O-MISCELLANEOUS OTHER	8,972	600	601	3,300
<b>CAPITAL OUTLAY EXPENDITURES</b>			<b>9,845</b>	<b>2,100</b>	<b>2,890</b>	<b>43,000</b>
<b>GENERAL FUND - PARK MAINTENANCE- ALL FACILITIES TOTAL:</b>			<b>1,229,643</b>	<b>1,265,545</b>	<b>1,186,789</b>	<b>1,314,542</b>
743-30-xxxx	2069	CONTRACT SVC/PROJECTS	-	7,000	7,000	12,000
<b>PARK EQUIPMENT &amp; RENOVATION FUND - PARK MAINTENANCE- ALL FACILITIES TOTAL:</b>			<b>-</b>	<b>7,000</b>	<b>7,000</b>	<b>12,000</b>
746-30-xxxx	3820	C/O-AUTOMOTIVE EQUIPMENT	7,554	47,900	47,887	142,400
<b>VEHICLE REPLACEMENT FUND - PARK MAINTENANCE- ALL FACILITIES TOTAL:</b>			<b>7,554</b>	<b>47,900</b>	<b>47,887</b>	<b>142,400</b>

**PARK MAINTENANCE - TOTAL ALL FACILITIES**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
747-30-xxxx	2069	CONTRACT SVC/PROJECTS	13,750	-	-	-
		<b>BUILDING REPLACEMENT FUND - PARK MAINTENANCE- ALL FACILITIES TOTAL:</b>	<b>13,750</b>	<b>-</b>	<b>-</b>	<b>-</b>
		<b>PARK MAINTENANCE - ALL FACILITIES TOTAL (ALL FUNDS):</b>	<b>1,250,947</b>	<b>1,320,445</b>	<b>1,241,676</b>	<b>1,468,942</b>

**Budget Program: Public Services - Park Maintenance - Facilities, 3506**

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 18-19 Adopted Allocation</b>	<b>FY 19-20 Adopted Allocation</b>	<b>FY 18-19 Budgeted Salary</b>	<b>FY 19-20 Budgeted Salary</b>	<b>Position Title</b>	<b>FY 18-19 Adopted Hours</b>	<b>FY 19-20 Adopted Hours</b>	<b>FY 18-19 Number of PT Positions</b>	<b>FY 19-20 Number of PT Positions</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Wages</b>
Maintenance Supervisor (a)	0.50	0.50	45,178	45,174							
Maintenance Worker III (b)	0.50	0.50	34,256	34,260							
Maintenance Worker II	3.00	3.00	183,468	186,462							
Maintenance Worker I	1.00	1.00	50,922	50,916							
(a) 20% Park Maintenance - Aquatics, 20% Park Maintenance - Sports Complex, 10% Park Maintenance - Cultural Arts											
(b) 20% Park Maintenance - Aquatics, 20% Park Maintenance - Sports Complex, 10% Park Maintenance - Cultural Arts											
<b>TOTAL</b>	<b>5.00</b>	<b>5.00</b>	<b>313,824</b>	<b>316,812</b>	<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>-</b>

**PUBLIC SERVICES**  
**Park Maintenance - Park Facilities**  
**ACTIVITY DETAIL**

Account Number	Description	FY 19-20 COST
2061	<b>Custodial Supplies:</b> Custodial supplies for facilities	\$ 1,500
2062	<b>Maintenance &amp; Repair Supplies:</b>	<b>35,000</b>
	<i>Electrical repairs</i>	<i>2,000</i>
	<i>Fencing repairs</i>	<i>8,000</i>
	<i>Refrigerator repairs</i>	<i>3,000</i>
	<i>Plumbing repairs</i>	<i>5,000</i>
	<i>Lighting</i>	<i>3,000</i>
	<i>Glass replacement</i>	<i>3,500</i>
	<i>HVAC repairs</i>	<i>5,000</i>
	<i>Misc. repairs for facilities and snack bars</i>	<i>2,000</i>
	<i>Ongoing maintenance for park projects - paint, small plants, etc.</i>	<i>3,500</i>
2064	<b>Building Trade Supplies:</b> Building repair supplies, locks, nuts and bolts, plumbing supplies, electrical supplies, lumber, ballfield fence topper, etc.	<b>40,000</b>

**PUBLIC SERVICES**  
**Park Maintenance - Park Facilities**  
**ACTIVITY DETAIL**

Account Number	Description	FY 19-20 COST
<b>2080</b>	<b>Contract Services - Non-Classified:</b>	<b>35,500</b>
	<i>Alarm service monitoring</i>	9,000
	<i>Fire system inspection</i>	500
	<i>HVAC maintenance</i>	2,000
	<i>Ball field lighting - replace bulbs</i>	1,500
	<i>Tile cleaning and sealing of restroom floors/walls</i>	7,000
	<i>Pest control</i>	2,800
	<i>Kitchen hoods - inspections</i>	4,700
	<i>Fire extinguisher service</i>	500
	<i>Ice machine maintenance</i>	7,500
<b>2090</b>	<b>Equipment Maintenance &amp; Supplies:</b>	<b>4,800</b>
	Parts and repairs for mowers, edgers, buffers, vacuums, electric carriers, and other related equipment	
<b>2170</b>	<b>Special Materials - Supplies:</b>	<b>12,000</b>
	Materials for Recreation special events	
<b>2231</b>	<b>Vandalism Repairs:</b>	<b>6,000</b>

**PUBLIC SERVICES**  
**Park Maintenance - Park Facilities**  
**ACTIVITY DETAIL**

Account Number	Description	FY 19-20 COST
<b>3850</b>	<b>Capital Outlay - Tools &amp; Equipment:</b>  <i>3 compartment sink for special events, new</i> <i>Vacuums, wet/dry (2), (replacing assets #13493, 13494)</i> <i>Underground service line locator, new</i> <i>Drain inspection camera, new</i> <i>Main line, drain cleaning machine, new</i> <i>Water jet, drain cleaning machine, new</i>	<b>29,000</b>  2,200 1,600 7,700 8,200 4,400 4,900
<b>3880</b>	<b>Capital Outlay - Miscellaneous Other:</b>  20x30 special event canopy top, new	<b>3,300</b>
<b>746-3820</b>	<b>Capital Outlay - Automotive Equipment:</b>  Aerial Boom Truck, (replacing unit #6176)	<b>142,400</b>

**PARK MAINTENANCE- PARK FACILITIES**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-3506	1020	SALARIES & WAGES	314,729	313,824	304,482	316,812
101-30-3506	1022	NON PERS - SALARIES & WAGES	2,531	2,629	2,694	-
101-30-3506	1030	PART TIME WAGES	21,327	-	30,888	-
101-30-3506	1040	OVERTIME SALARY & WAGES	873	-	943	-
101-30-3506	1048	MEDICAL OPT-OUT-GEN. UNIT	4,800	4,800	7,840	8,640
101-30-3506	1049	BILINGUAL/CERTIFICATION PAY	1,653	1,300	1,283	1,950
101-30-3506	1050	STANDBY PAY	840	-	1,365	-
101-30-3506	1060	PAID SICK LEAVE	-	1,400	2,706	500
101-30-3506	1080	MEDICARE	4,751	4,697	5,107	4,754
101-30-3506	1082	PERS - EMPLOYEES' PORTION	7,939	-	-	-
101-30-3506	1083	PERS - EMPLOYER PORTION	79,406	89,465	85,462	100,648
101-30-3506	1085	LIFE INSURANCE	1,040	1,217	1,041	1,229
101-30-3506	1088	LONG-TERM DISABILITY INSURANCE	2,936	3,169	2,532	3,199
101-30-3506	1090	MEDICAL INS - FT EMPLOYEES	48,258	51,221	38,933	43,721
101-30-3506	1091	DENTAL INS - FT EMPLOYEES	5,208	4,672	3,479	4,088
101-30-3506	1092	VISION INS - FT EMPLOYEES	637	608	451	532
101-30-3506	1093	MEDICAL INS - PT EMPLOYEES	64	-	-	-
101-30-3506	1097	WORKER'S COMPENSATION	3,768	3,457	3,456	3,619
101-30-3506	1100	ACA AFFORDABILITY STIPEND	4	-	-	-
<b>PERSONNEL EXPENDITURES</b>			<b>500,762</b>	<b>482,459</b>	<b>492,662</b>	<b>489,692</b>

**PARK MAINTENANCE- PARK FACILITIES**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-3506	2061	CUSTODIAL SUPPLIES	3,630	3,000	1,500	1,500
101-30-3506	2062	MTCE & REPAIR SUPPLIES	50,384	49,300	45,000	35,000
101-30-3506	2063	CUSTODIAL SUPPLIES- FACILITIES	1,260	4,400	4,400	-
101-30-3506	2064	BUILDING TRADE SUPPLIES	45,687	40,000	40,000	40,000
101-30-3506	2069	CONTRACT SVC/PROJECTS	6,522	-	-	-
101-30-3506	2080	CONTRACT SVC	39,922	35,500	35,500	35,500
101-30-3506	2090	EQUIP MTCE & SUPPLIES	1,341	2,500	2,500	4,800
101-30-3506	2100	UTILITIES	-	55,200	52,750	55,200
101-30-3506	2170	SPECIAL MAT'LS-SUPPLIES	12,736	12,000	12,000	12,000
101-30-3506	2220	VEHICLE MTCE & SUPPLIES	40,146	30,300	30,300	34,870
101-30-3506	2231	VANDALISM REPAIR	3,431	7,000	3,000	6,000
<b>OPERATING EXPENDITURES</b>			<b>205,057</b>	<b>239,200</b>	<b>226,950</b>	<b>224,870</b>
101-30-3506	3850	C/O-TOOLS & WORK EQUIP	873	1,500	1,500	29,000
101-30-3506	3880	C/O-MISCELLANEOUS OTHER	5,972	600	601	3,300
<b>CAPITAL OUTLAY EXPENDITURES</b>			<b>6,845</b>	<b>2,100</b>	<b>2,101</b>	<b>32,300</b>
<b>GENERAL FUND - PARK MAINTENANCE- ALL PARK FACILITIES TOTAL:</b>			<b>712,664</b>	<b>723,759</b>	<b>721,713</b>	<b>746,862</b>



**PARK MAINTENANCE- PARK FACILITIES**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
746-30-3506	3820	C/O-AUTOMOTIVE EQUIPMENT	7,554	47,900	47,887	142,400
<b>VEHICLE REPLACEMENT FUND - PARK MAINTENANCE- ALL PARK FACILITIES TOTAL:</b>			<b>7,554</b>	<b>47,900</b>	<b>47,887</b>	<b>142,400</b>
<b>PARK MAINTENANCE - ALL PARK FACILITIES TOTAL (ALL FUNDS):</b>			<b>720,218</b>	<b>771,659</b>	<b>769,600</b>	<b>889,262</b>

**Budget Program: Public Services - Park Maintenance - Aquatics, 5203**

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 18-19 Adopted Allocation</b>	<b>FY 19-20 Adopted Allocation</b>	<b>FY 18-19 Budgeted Salary</b>	<b>FY 19-20 Budgeted Salary</b>	<b>Position Title</b>	<b>FY 18-19 Adopted Hours</b>	<b>FY 19-20 Adopted Hours</b>	<b>FY 18-19 Number of PT Positions</b>	<b>FY 19-20 Number of PT Positions</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Wages</b>
Maintenance Supervisor (a)	0.20	0.20	18,072	18,070	Maintenance Assistant	-	-	0	0	-	-
Maintenance Worker III (b)	0.20	0.20	13,702	13,704							
(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											
<b>TOTAL</b>	<b>0.40</b>	<b>0.40</b>	<b>31,774</b>	<b>31,774</b>	<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>-</b>

**PUBLIC SERVICES**  
**Park Maintenance - Aquatics**  
**ACTIVITY DETAIL**

Account Number	Description	FY 19-20 COST
2061	<b>Custodial Supplies:</b> Facility custodial supplies	\$ 5,000
2062	<b>Maintenance &amp; Repair Supplies:</b>	<b>22,000</b>
	<i>Electrical repairs</i>	2,000
	<i>Appliance repairs</i>	1,000
	<i>Plumbing repairs</i>	1,000
	<i>Pool equipment repairs</i>	14,000
	<i>HVAC repairs</i>	2,000
	<i>Misc. repairs</i>	2,000
2064	<b>Building Trade Supplies:</b> Building repair supplies - hardware, plumbing, and electrical	<b>5,000</b>
2080	<b>Contract Services - Non-Classified:</b>	<b>26,500</b>
	<i>Alarm service monitoring</i>	7,500
	<i>Pool maintenance</i>	5,500
	<i>HVAC maintenance</i>	200
	<i>Tile cleaning and sealing for restroom floors/walls</i>	6,800
	<i>Landscaping maintenance</i>	6,500
2170	<b>Special Materials - Supplies:</b> Pool chemicals	<b>30,000</b>

**PUBLIC SERVICES**  
**Park Maintenance - Aquatics**  
**ACTIVITY DETAIL**

<b>Account Number</b>	<b>Description</b>	<b>FY 19-20 COST</b>
2231	Vandalism Repair:	1,000
743-2069	Contract Services/Projects:      Replace burglar alarm system	12,000

**PARK MAINTENANCE- AQUATICS**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-5203	1020	SALARIES & WAGES	28,813	31,774	26,632	31,774
101-30-5203	1022	NON PERS - SALARIES & WAGES	310	318	288	-
101-30-5203	1040	OVERTIME SALARY & WAGES	215	-	-	-
101-30-5203	1048	MEDICAL OPT-OUT-GEN. UNIT	-	-	683	372
101-30-5203	1049	BILINGUAL/CERTIFICATE PAY	129	-	111	260
101-30-5203	1050	STAND BY PAY	240	-	384	-
101-30-5203	1060	PAID SICK LEAVE	-	700	962	1,000
101-30-5203	1080	MEDICARE	408	476	421	485
101-30-5203	1082	PERS - EMPLOYEES' PORTION	884	-	-	-
101-30-5203	1083	PERS - EMPLOYER PORTION	7,266	9,059	7,476	10,095
101-30-5203	1085	LIFE INSURANCE	108	124	92	124
101-30-5203	1088	LONG-TERM DISABILITY INSURANCE	278	321	219	321
101-30-5203	1090	MEDICAL INS - FT EMPLOYEES	4,919	5,760	2,815	2,880
101-30-5203	1091	DENTAL INS - FT EMPLOYEES	474	468	216	234
101-30-5203	1092	VISION INS - FT EMPLOYEES	58	62	28	31
101-30-5203	1097	WORKER'S COMPENSATION	384	350	348	363
<b>PERSONNEL EXPENDITURES:</b>			<b>44,484</b>	<b>49,412</b>	<b>40,674</b>	<b>47,939</b>

**PARK MAINTENANCE- AQUATICS**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-5203	2061	CUSTODIAL SUPPLIES	1,734	3,500	3,500	5,000
101-30-5203	2062	MTCE & REPAIR SUPPLIES	25,413	22,000	18,000	22,000
101-30-5203	2064	BUILDING TRADE SUPPLIES	4,325	5,000	5,000	5,000
101-30-5203	2080	CONTRACT SVC/NON-CLASS	18,185	26,500	26,500	26,500
101-30-5203	2170	SPECIAL MAT'LS-SUPPLIES	45,189	30,000	30,000	30,000
101-30-5203	2231	VANDALISM REPAIR	300	1,000	-	1,000
<b>OPERATING EXPENDITURES:</b>			<b>95,146</b>	<b>88,000</b>	<b>83,000</b>	<b>89,500</b>
<b>GENERAL FUND - PARK MAINTENANCE - AQUATICS TOTAL:</b>			<b>139,630</b>	<b>137,412</b>	<b>123,674</b>	<b>137,439</b>
743-30-5203	2069	CONTRACT SVC/PROJECTS	-	7,000	7,000	12,000
<b>AQUATICS FACILITIES</b>			<b>-</b>	<b>7,000</b>	<b>7,000</b>	<b>12,000</b>
<b>PARK EQUIPMENT &amp; RENOVATION FUND - PARK MAINTENANCE - AQUATICS TOTAL:</b>			<b>-</b>	<b>7,000</b>	<b>7,000</b>	<b>12,000</b>
<b>PARK MAINTENANCE - AQUATICS TOTAL (ALL FUNDS):</b>			<b>139,630</b>	<b>144,412</b>	<b>130,674</b>	<b>149,439</b>

**Budget Program: Public Services - Park Maintenance - Norwalk Sports & Arts Complex, 5702**

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 18-19 Adopted Allocation</b>	<b>FY 19-20 Adopted Allocation</b>	<b>FY 18-19 Budgeted Salary</b>	<b>FY 19-20 Budgeted Salary</b>	<b>Position Title</b>	<b>FY 18-19 Adopted Hours</b>	<b>FY 19-20 Adopted Hours</b>	<b>FY 18-19 Number of PT Positions</b>	<b>FY 19-20 Number of PT Positions</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Wages</b>
Maintenance Supervisor (a)	0.20	0.20	18,072	18,070	Maintenance Assistant	3,120	3,120	3	3	48,929	48,923
Maintenance Worker III (b)	0.20	0.20	13,702	13,704							
Maintenance Worker I	2.00	2.00	91,089	95,621							
(a) 50% Park Maintenance - Park Locations, 20% Park Maintenance - Aquatics, 10% Park Maintenance - Cultural Arts											
(b) 50% Park Maintenance - Park Locations, 20% Park Maintenance - Aquatics, 10% Park Maintenance - Cultural Arts											
<b>TOTAL</b>	<b>2.40</b>	<b>2.40</b>	<b>122,863</b>	<b>127,395</b>	<b>TOTAL</b>	<b>3,120</b>	<b>3,120</b>	<b>3</b>	<b>3</b>	<b>48,929</b>	<b>48,923</b>

## PUBLIC SERVICES

### Park Maintenance - Norwalk Sports & Arts Complex ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2061	<b>Custodial Supplies:</b> Supplies for Norwalk Arts & Sports Complex and Community Meeting Center	\$ 35,000
2062	<b>Maintenance &amp; Repair Supplies:</b>	<b>20,000</b>
	<i>Electrical repairs</i>	<i>2,000</i>
	<i>Flooring repairs</i>	<i>1,500</i>
	<i>Appliance repairs</i>	<i>1,600</i>
	<i>Plumbing repairs</i>	<i>5,000</i>
	<i>Lighting - ballasts, etc.</i>	<i>1,000</i>
	<i>Glass replacement</i>	<i>1,000</i>
	<i>HVAC repairs</i>	<i>2,500</i>
	<i>Misc. repairs</i>	<i>3,400</i>
	<i>Door repairs</i>	<i>2,000</i>
2064	<b>Building Trade Supplies:</b> Building Repair Supplies - Locks, Hardware, Plumbing and Electrical Supplies, etc.	<b>12,000</b>
2069	<b>Contract Services/Projects:</b> Racquetball court ceiling repairs	<b>10,000</b>



## PUBLIC SERVICES

### Park Maintenance - Norwalk Sports & Arts Complex ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
<b>2080</b>	<b>Contract Services - Non-Classified:</b>	<b>40,000</b>
	<i>Alarm service monitoring</i>	2,500
	<i>Fire system monitoring/testing/maintenance</i>	2,000
	<i>HVAC maintenance</i>	4,000
	<i>Pest control</i>	1,000
	<i>Plant maintenance</i>	1,000
	<i>Tile cleaning and sealing for restroom floors/walls</i>	9,000
	<i>Elevator maintenance</i>	2,900
	<i>Kitchen hood inspections</i>	600
	<i>Ice machine maintenance</i>	1,000
	<i>Misc. contract services - fire extinguishers, etc.</i>	4,000
	<i>Landscaping maintenance</i>	12,000
<b>2231</b>	<b>Vandalism Repairs:</b>	<b>2,500</b>
<b>3850</b>	<b>Capital Outlay - Tools &amp; Work Equipment:</b>	<b>10,700</b>
	<i>Carpet extractor, 8 gallon (replacing asset #11114)</i>	2,700
	<i>Floor scrubber, 20" walk behind (replacing asset #13206)</i>	8,000

**PARK MAINTENANCE - NORWALK ARTS & SPORTS COMPLEX**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-5702	1020	SALARIES & WAGES	108,907	122,863	105,938	127,395
101-30-5702	1022	NON PERS - SALARIES & WAGES	310	767	288	-
101-30-5702	1030	PART TIME WAGES	13,282	48,929	12,319	48,923
101-30-5702	1040	OVERTIME SALARY & WAGES	249	-	-	-
101-30-5702	1048	MEDICAL OPT-OUT-GEN. UNIT	-	-	680	372
101-30-5702	1049	BILINGUAL/CERTIFICATE PAY	129	-	111	260
101-30-5702	1050	STAND BY PAY	240	-	536	-
101-30-5702	1060	PAID SICK LEAVE	-	700	962	1,000
101-30-5702	1065	ACCRUED PAID VACATION	-	-	227	-
101-30-5702	1080	MEDICARE	1,730	2,514	1,755	2,581
101-30-5702	1082	PERS - EMPLOYEES' PORTION	880	-	-	-
101-30-5702	1083	PERS - EMPLOYER PORTION	27,321	35,027	29,595	40,473
101-30-5702	1085	LIFE INSURANCE	130	150	112	150
101-30-5702	1088	LONG-TERM DISABILITY INSURANCE	996	1,241	872	1,287
101-30-5702	1090	MEDICAL INS - FT EMPLOYEES	23,774	27,903	22,236	25,412
101-30-5702	1091	DENTAL INS - FT EMPLOYEES	2,717	2,804	2,161	2,570
101-30-5702	1092	VISION INS - FT EMPLOYEES	335	366	280	335
101-30-5702	1093	MEDICAL INS - PT EMPL	106	-	-	-
101-30-5702	1097	WORKER'S COMPENSATION	1,447	1,354	1,356	1,455
<b>PERSONNEL EXPENDITURES:</b>			<b>182,551</b>	<b>244,617</b>	<b>179,428</b>	<b>252,213</b>

**PARK MAINTENANCE - NORWALK ARTS & SPORTS COMPLEX**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-5702	2061	CUSTODIAL SUPPLIES	35,306	35,000	33,000	35,000
101-30-5702	2062	MTCE & REPAIR SUPPLIES	12,641	20,000	21,465	20,000
101-30-5702	2064	BUILDING TRADE SUPPLIES	13,069	12,000	12,000	12,000
101-30-5702	2069	CONTRACT SVC/PROJECTS	68,844	-	5,000	10,000
101-30-5702	2080	CONTRACT SVC/NON-CLASS	27,141	47,200	45,000	40,000
101-30-5702	2231	VANDALISM REPAIR	1,500	2,500	2,500	2,500
<b>OPERATING EXPENDITURES:</b>			<b>158,501</b>	<b>116,700</b>	<b>118,965</b>	<b>119,500</b>
101-30-5702	3850	C/O-TOOLS & WORK EQUIP	-	-	789	10,700
101-30-5702	3880	MISCELLANEOUS OTHER	3,000	-	-	-
<b>CAPITAL OUTLAY EXPENDITURES:</b>			<b>3,000</b>	<b>-</b>	<b>789</b>	<b>10,700</b>
<b>GENERAL FUND - PARK MAINTENANCE - NORWALK ARTS &amp; SPORTS COMPLEX TOTAL:</b>			<b>344,052</b>	<b>361,317</b>	<b>299,182</b>	<b>382,413</b>

**PARK MAINTENANCE - NORWALK ARTS & SPORTS COMPLEX**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
747-30-5702	2069	CONTRACT SVC/PROJECTS	13,750	-	-	-
<b>BUILDING REPLACEMENT FUND - PARK MAINTENANCE - NORWALK ARTS &amp; SPORTS COMPLEX TOTAL:</b>			<b>13,750</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>PARK MAINTENANCE - SPORTS COMPLEX total (ALL FUNDS):</b>			<b>357,802</b>	<b>361,317</b>	<b>299,182</b>	<b>382,413</b>

**Budget Program: Public Services - Park Maintenance - Cultural Arts, 5732**

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 18-19 Adopted Allocation</b>	<b>FY 19-20 Adopted Allocation</b>	<b>FY 18-19 Budgeted Salary</b>	<b>FY 19-20 Budgeted Salary</b>	<b>Position Title</b>	<b>FY 18-19 Adopted Hours</b>	<b>FY 19-20 Adopted Hours</b>	<b>FY 18-19 Number of PT Positions</b>	<b>FY 19-20 Number of PT Positions</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Wages</b>
Maintenance Supervisor (a)	0.10	0.10	9,036	9,035							
Maintenance Worker III (b)	0.10	0.10	6,851	6,852							
(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											
<b>TOTAL</b>	<b>0.20</b>	<b>0.20</b>	<b>15,887</b>	<b>15,887</b>	<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## PUBLIC SERVICES

### Park Maintenance - Cultural Arts Center

#### ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2061	<b>Custodial Supplies:</b> Custodial supplies for facility	\$ 3,500
2062	<b>Maintenance &amp; Repair Supplies:</b>	<b>4,000</b>
	<i>Electrical repairs</i>	800
	<i>Plumbing repairs</i>	1,000
	<i>Door repairs</i>	500
	<i>HVAC repairs</i>	1,000
	<i>Misc. repairs</i>	700
2064	<b>Building Trade Supplies</b> Building repair supplies - hardware, plumbing, and electrical	<b>2,000</b>
2080	<b>Contract Services - Non-Classified:</b>	<b>12,000</b>
	<i>Alarm service monitoring</i>	1,400
	<i>Pest control</i>	1,100
	<i>HVAC maintenance</i>	1,500
	<i>Misc. maintenance services</i>	500
	<i>Tile cleaning and sealing for restroom floors/walls</i>	1,500
	<i>Landscaping maintenance</i>	6,000
2231	<b>Vandalism Repairs:</b>	<b>300</b>

**PARK MAINTENANCE- CULTURAL ARTS CENTER**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-5732	1020	SALARIES & WAGES	14,353	15,887	13,277	15,887
101-30-5732	1022	NON PERS - SALARIES & WAGES	155	159	144	-
101-30-5732	1040	OVERTIME SALARY & WAGES	101	-	-	-
101-30-5732	1048	MEDICAL OPT-OUT-GEN. UNIT	-	-	345	216
101-30-5732	1049	BILINGUAL/CERTIFICATE PAY	65	-	56	130
101-30-5732	1050	STAND BY PAY	120	-	195	-
101-30-5732	1060	PAID SICK LEAVE	-	400	581	2,500
101-30-5732	1080	MEDICARE	203	238	212	271
101-30-5732	1082	PERS - EMPLOYEES' PORTION	441	-	-	-
101-30-5732	1083	PERS - EMPLOYER PORTION	3,620	4,530	3,727	5,048
101-30-5732	1085	LIFE INSURANCE	54	62	47	62
101-30-5732	1088	LONG-TERM DISABILITY INSURANCE	138	160	111	160
101-30-5732	1090	MEDICAL INS - FT EMPLOYEES	2,448	2,880	1,423	1,440
101-30-5732	1091	DENTAL INS - FT EMPLOYEES	236	234	109	117
101-30-5732	1092	VISION INS - FT EMPLOYEES	29	32	14	16
101-30-5732	1097	WORKER'S COMPENSATION	192	175	180	181
<b>PERSONNEL EXPENDITURES:</b>			<b>22,155</b>	<b>24,757</b>	<b>20,421</b>	<b>26,028</b>

**PARK MAINTENANCE- CULTURAL ARTS CENTER**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-5732	2061	CUSTODIAL SUPPLIES	3,096	3,500	3,500	3,500
101-30-5732	2062	MTCE & REPAIR SUPPLIES	1,367	1,500	4,000	4,000
101-30-5732	2064	BUILDING TRADE SUPPLIES	415	1,000	2,000	2,000
101-30-5732	2080	CONTRACT SVC/NON-CLASS	6,265	12,000	12,000	12,000
101-30-5732	2231	VANDALISM REPAIR	-	300	300	300
<b>OPERATING EXPENDITURES:</b>			<b>11,142</b>	<b>18,300</b>	<b>21,800</b>	<b>21,800</b>
<b>GENERAL FUND - PARK MAINTENANCE - CULTURAL ARTS CENTER TOTAL:</b>			<b>33,297</b>	<b>43,057</b>	<b>42,221</b>	<b>47,828</b>



**PUBLIC SERVICES**  
**Park Maintenance - Projects**  
 ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
5807-2069	<b>Contract Services - Projects:</b> Lakeside Park snack bar remodel	\$ 20,000
5811-2069	<b>Contract Services - Projects:</b> Ramona Park landscaping/monument placement	5,000

**PARK MAINTENANCE - PROJECTS**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-30-5803	2069	CONTRACT SVC/PROJECTS	11,979	-	-	-
		<b>MAINTENANCE - GERDES PARK</b>	<b>11,979</b>	-	-	-
101-30-5811	2069	CONTRACT SVC/PROJECTS	8,648	-	-	-
		<b>MAINTENANCE - RAMONA PARK</b>	<b>8,648</b>	-	-	-
101-30-5813	3880	C/O-MISCELLANEOUS OTHER	10,000	-	-	-
		<b>MAINTENANCE - ZIMMERMAN PARK</b>	<b>10,000</b>	-	-	-
		<b>GENERAL FUND - PARK MAINTENANCE TOTAL:</b>	<b>30,627</b>	-	-	-

**PARK MAINTENANCE - PROJECTS**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
743-30-5806	2069	CONTRACT SVC/PROJECTS	-	7,000	7,000	-
		<b>HOLIFIELD PARK</b>	-	<b>7,000</b>	<b>7,000</b>	-
743-30-5807	2069	CONTRACT SVC/PROJECTS	-	-	-	20,000
		<b>LAKESIDE PARK</b>	-	-	-	<b>20,000</b>
743-30-5809	2069	CONTRACT SVC/PROJECTS	-	60,000	40,000	-
		<b>NORWALK PARK</b>	-	<b>60,000</b>	<b>40,000</b>	-
743-30-5811	2069	CONTRACT SVC/PROJECTS	-	-	-	5,000
		<b>RAMONA PARK</b>	-	-	-	<b>5,000</b>
		<b>PARK EQUIPMENT &amp; RENOVATION FUND - PARK MAINTENANCE TOTAL:</b>	-	<b>67,000</b>	<b>47,000</b>	<b>25,000</b>
		<b>PARK MAINTENANCE - TOTAL (ALL FUNDS):</b>	<b>30,627</b>	<b>67,000</b>	<b>47,000</b>	<b>25,000</b>

# **PUBLIC SERVICES**

## **Environmental Services**

### **ACTIVITIES AND OBJECTIVES**

#### **Description of Activities**

Norwalk is a permittee of the Los Angeles Regional Water Quality Control Board's (LARW QCB) 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.
- Participate in Lower San Gabriel River Watershed Area Steering Committee (LSGR WASC) for both local and regional projects funded by the recent passage of Measure W.

**Budget Program: Public Services - Environmental Services, 3106**

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 18-19 Adopted Allocation</b>	<b>FY 19-20 Adopted Allocation</b>	<b>FY 18-19 Budgeted Salary</b>	<b>FY 19-20 Budgeted Salary</b>	<b>Position Title</b>	<b>FY 18-19 Adopted Hours</b>	<b>FY 19-20 Adopted Hours</b>	<b>FY 18-19 Number of PT Positions</b>	<b>FY 19-20 Number of PT Positions</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Wages</b>
Director of Community Development (a)	0.02	0.02	3,156	3,012							
Deputy City Manager (b)	0.05	0.05	8,294	8,294							
Director of Public Services (c)	0.05	0.05	7,900	7,900							
Building and Safety Manager (d)	0.05	0.05	6,600	6,600							
Administrative Services Manager (e)	0.17	0.17	22,440	22,440							
Associate Engineer (f)	0.10	0.10	9,816	10,281							
Senior Management Analyst (g)	0.05	0.05	4,439	4,439							
Assistant Engineer (h)	0.10	0.10	8,881	8,878							
(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) 50% Measure M, 30% Engineering, 5% Water, 5% Sewer, 5% High Speed Rail											
(d) 95% Building & Safety											
(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											
<b>TOTAL</b>	<b>0.59</b>	<b>0.59</b>	<b>71,526</b>	<b>71,844</b>	<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**PUBLIC SERVICES**  
**Environmental Services**  
**ACTIVITY DETAIL**

Account Number	Description	FY 19-20 COST
<b>2080</b>	<b>Contract Services - Non-Classified:</b>	<b>\$ 277,000</b>
	<i>Municipal Separate Storm Sewer System (MS4) Compliance Services</i>	100,000
	<i>MOU with Gateway Water Authority for Watershed Management Program (cost shared with Gateway City Members)</i>	60,000
	<i>Municipal Separate Storm Sewer Station (MS4) Permit</i>	40,000
	<i>Imperial storm water lift station maintenance and cleaning</i>	25,000
	<i>Catch basin cleaning</i>	4,570
	<i>Storm water database software annual subscription</i>	3,000
	<i>Contract City Engineer ( cost charged as 80% Engineering, 5% Environmental Services, 5% Water, 5% Sewer, and 5% High Speed Rail)</i>	14,430
	<i>Full capture catch basin inserts</i>	30,000
<b>2086</b>	<b>Legal Services:</b>	<b>5,000</b>
	Legal Services	
<b>2250</b>	<b>Training:</b>	<b>2,000</b>
	Training opportunities as appropriate for staff	
<b>227-2080</b>	<b>Contract Services:</b>	<b>25,000</b>
	Bus stop trash receptacle clean up and maintenance	

## ENVIRONMENTAL SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-30-3106	1020	SALARIES & WAGES	38,218	71,526	15,669	71,844
101-30-3106	1022	NON PERS - SALARIES & WAGES	103	143	53	-
101-30-3106	1049	BILINGUAL/CERTIFICATION PAY	-	-	5	-
101-30-3106	1052	AUTO ALLOWANCE	-	336	104	576
101-30-3106	1060	PAID SICK LEAVE	843	1,200	571	1,000
101-30-3106	1065	ACCRUED PAID VACATION	1,205	2,300	2,105	2,300
101-30-3106	1070	PAID SICK LEAVE ON TERMINATION	-	-	5,220	-
101-30-3106	1078	MANAGEMENT BENEFIT 401A	690	1,356	342	1,350
101-30-3106	1080	MEDICARE	468	1,096	344	1,120
101-30-3106	1081	MGMT BENEFIT/MEDICAL	613	789	200	138
101-30-3106	1082	PERS - EMPLOYEES' PORTION	356	-	-	-
101-30-3106	1083	PERS - EMPLOYER PORTION	9,569	19,939	4,372	22,827
101-30-3106	1085	LIFE INSURANCE	133	232	48	124
101-30-3106	1088	LONG-TERM DISABILITY INSURANCE	444	724	181	727
101-30-3106	1090	MEDICAL INS - FT EMPLOYEES	3,926	8,506	1,489	11,985
101-30-3106	1091	DENTAL INS - FT EMPLOYEES	396	693	121	693
101-30-3106	1092	VISION INS - FT EMPLOYEES	84	167	32	167
101-30-3106	1097	WORKER'S COMPENSATION	792	774	768	819
<b>PERSONNEL EXPENDITURES:</b>			<b>57,840</b>	<b>109,781</b>	<b>31,626</b>	<b>115,670</b>

## ENVIRONMENTAL SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-30-3106	2080	CONTRACT SVC/NON-CLASS	138,154	264,160	240,000	277,000
101-30-3106	2086	LEGAL SERVICES	2,970	5,000	1,000	5,000
101-30-3106	2250	TRAINING EXPENSE	13	2,000	1,000	2,000
<b>OPERATING EXPENDITURES:</b>			<b>141,137</b>	<b>271,160</b>	<b>242,000</b>	<b>284,000</b>
<b>GENERAL FUND - ENVIRONMENTAL SERVICES TOTAL:</b>			<b>198,977</b>	<b>380,941</b>	<b>273,626</b>	<b>399,670</b>
227-30-3106	2080	CONTRACT SERVICES	17,912	24,000	24,000	25,000
<b>OPERATING EXPENDITURES:</b>			<b>17,912</b>	<b>24,000</b>	<b>24,000</b>	<b>25,000</b>
<b>PROP C FUND - ENVIRONMENTAL SERVICES TOTAL:</b>			<b>17,912</b>	<b>24,000</b>	<b>24,000</b>	<b>25,000</b>
<b>ENVIRONMENTAL SERVICES (ALL FUNDS) :</b>			<b>216,889</b>	<b>404,941</b>	<b>297,626</b>	<b>424,670</b>

*Environmental Services was reported under Community Development as 101-61-6106 prior to Fiscal Year 19-20*



# **PUBLIC SERVICES**

## **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 in 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: Public Services - High Speed Rail, 3607**

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 18-19 Adopted Allocation</b>	<b>FY 19-20 Adopted Allocation</b>	<b>FY 18-19 Budgeted Salary</b>	<b>FY 19-20 Budgeted Salary</b>	<b>Position Title</b>	<b>FY 18-19 Adopted Hours</b>	<b>FY 19-20 Adopted Hours</b>	<b>FY 18-19 Number of PT Positions</b>	<b>FY 19-20 Number of PT Positions</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Wages</b>
Director of Community Development (a)	0.02	0.02	3,156	3,012							
Director of Public Services (b)	0.05	0.05	7,900	7,900							
Senior Management Analyst (c)	0.02	0.02	1,776	1,776							
(a) 90% Community Development Admin., 5% CDBG, 2% Environmental Services, 1% Prop C Administration											
(b) 50% Measure M, 30% Engineering, 5% Water, 5% Sewer, 5% Environmental Services											
(c) 90% Community Development Administration, 3% Prop C Administration, 5% Environmental Services											
<b>TOTAL</b>	<b>0.09</b>	<b>0.09</b>	<b>12,832</b>	<b>12,688</b>	<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## HIGH SPEED RAIL

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
439-30-3607	1020	SALARIES & WAGES	5,230	12,832	3,600	12,688
439-30-3607	1022	NON PERS - SALARIES & WAGES	-	18	-	-
439-30-3607	1052	AUTO ALLOWANCE	-	96	130	336
439-30-3607	1065	ACCRUED PAID VACATION	406	-	-	-
439-30-3607	1070	PAID SICK LEAVE ON TERMIN	-	-	1,186	-
439-30-3607	1078	MANAGEMENT BENEFIT 401A	89	443	140	437
439-30-3607	1080	MEDICARE	84	190	73	192
439-30-3607	1081	MGMT BENEFIT/MEDICAL	212	142	90	138
439-30-3607	1082	PERS - EMPLOYEES' PORTION	21	-	-	-
439-30-3607	1083	PERS - EMPLOYER PORTION	1,310	2,844	1,004	4,032
439-30-3607	1085	LIFE INSURANCE	19	51	12	44
439-30-3607	1088	LONG-TERM DISABILITY INSURANCE	49	130	38	128
439-30-3607	1090	MEDICAL INS - FT EMPLOYEES	338	637	441	1,931
439-30-3607	1091	DENTAL INS - FT EMPLOYEES	48	106	12	106
439-30-3607	1092	VISION INS - FT EMPLOYEES	13	31	9	31
439-30-3607	1097	WORKER'S COMPENSATION	60	128	132	128
439-30-3607	1999	ALLOCATED PAYROLL	(2)	-	-	-
<b>PERSONNEL EXPENDITURES:</b>			<b>7,876</b>	<b>17,649</b>	<b>6,868</b>	<b>20,191</b>

## HIGH SPEED RAIL

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
439-30-3607	2080	CONTRACT SVC/NON-CLASS	89,091	193,014	193,014	100,000
<b>OPERATING EXPENDITURES:</b>			<b>89,091</b>	<b>193,014</b>	<b>193,014</b>	<b>100,000</b>
<b>HIGH SPEED TOTAL (ALL FUNDS) :</b>			<b>96,967</b>	<b>210,663</b>	<b>199,882</b>	<b>120,191</b>

# **PUBLIC SERVICES**

## **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**

- Complete Water Master Plan Update to investigate future improvement and operation of the City's water system and the capital improvement projects.
- Continue to improve operational efficiency and water quality at all three wells (#4, 5, and 10).
- Continue to maximize utilization of 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.
- Continue the installation of Automated Metering Infrastructure project for Norwalk Municipal Water System.
- Continue the update of GIS and Asset Management Plan for Norwalk Municipal Water System. This will allow intelligent data to be assigned to each element and 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**

<b>Position Title</b>	<b>FY 18-19 Adopted Allocation</b>	<b>FY 19-20 Adopted Allocation</b>	<b>FY 18-19 Budgeted Salary</b>	<b>FY 19-20 Budgeted Salary</b>	<b>Labor Distribution Footnote</b>	<b>FY 18-19 Adopted Hours</b>	<b>FY 19-20 Adopted Hours</b>	<b>FY 18-19 Number of PT Positions</b>	<b>FY 19-20 Number of PT Positions</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Wages</b>
City Manager (a)	0.05	0.05	13,260	13,658	(a) 1% CDBG, 74% Administration 20% SA-RDA						
Deputy City Manager (b)	0.05	0.05	8,294	8,294	(b) 80% Public Services, 5% Transp. Center, 5% Sewer, 5% Environmental Services						
Director of Finance/City Treasurer (c)	0.09	0.09	14,219	14,219	(c) 65% Finance, 14% SA-RDA; 5% CDBG; 5% Prop C Admin, 1% Childcare, 1% Childcare - Stage 1						
Director of Public Services (d)	0.05	0.05	7,900	7,900	(d) 50% Measure M, 30% Engineering, 5% Sewer, 5% Environmental Services, 5% High Speed Rail						
Utilities & Project Manager (e)	0.50	0.50	60,480	60,480	(e) 50% Sewer Fund						
Administrative Services Manager (f)	0.38	0.38	50,160	50,160	(f) 45% Management Services, 17% Environmental Services						
Comm. & Public Affairs Manager (g)	0.05	0.05	5,352	5,308	(g) 90% Communications & Public Affairs, 5% Sewer						
Controller/Deputy Treasurer (h)	0.10	0.10	13,200	13,200	(h) 57% Finance, 10% CDBG; 10% SA-RDA, 8% Prop C Admin, 5% Sewer						
Sr. Accountant (i)	0.10	0.10	8,680	8,705	(i) 62% Finance, 15% SA-RDA, 3% Prop C Admin, 5% Childcare, 5% Childcare - Stage 1						
Senior Management Analyst (j)	0.05	0.05	4,405	4,439	(j) 90% Communications & Public Affairs, 5% Sewer						
Management Analyst (k)	0.50	0.50	43,254	37,154	(k) 65% Public Svcs., 50% Emergency Preparedness, 25% Management Services, 10% Sewer						
Associate Engineer (l)	0.10	0.10	9,816	10,281	(l) 180% Engineering, 10% Environmental Services						
Assistant Engineer (m)	0.30	0.30	26,632	26,633	(m) 50% Sewer, 10% Signals & St. Lighting, 10% Traffic						
Engineering Technician (n)	0.05	0.05	2,866	2,964	(n) 95% Engineering						
Account Clerk III (o)	0.85	0.85	54,311	55,638	(o) 15% Sewer						
Account Clerk II (p)	0.60	0.60	32,989	34,632	(p) 425% Finance, 7% Prop C Admin, 5% Sewer, 3% Childcare - Stage II						
Water Utilities Supervisor (q)	0.40	0.40	37,943	37,944	(q) 40% Sewer, 10% Signals & St. Lighting, 10% Traffic						
Water Service Worker II (r)	1.80	1.80	133,018	133,014	(r) 20% Sewer						
Water Service Worker I (s)	0.90	0.90	54,554	54,551	(s) 10% Sewer						
					<b>PART-TIME POSITION</b>						
					Office Assistant I (t)	455	455	1	1	10,820	10,818
					(t) 50% Public Services Admin, 25% Water 25% Sewer						
<b>TOTAL</b>	<b>6.92</b>	<b>6.92</b>	<b>581,333</b>	<b>579,174</b>	<b>TOTAL</b>	<b>455</b>	<b>455</b>	<b>1</b>	<b>1</b>	<b>10,820</b>	<b>10,818</b>

## WATER ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2080	<b>Contract Services - Non-Classified:</b>	<b>\$ 306,330</b>
	<i>Emergency repairs and maintenance</i>	100,000
	<i>Electrical repairs at well sites</i>	5,000
	<i>Water main repairs</i>	20,000
	<i>Maintenance and repair of interconnection valves</i>	15,000
	<i>Consultant fees- water engineering</i>	50,000
	<i>Meter reading service</i>	24,000
	<i>Landscaping</i>	13,600
	<i>Chemical calibration</i>	12,000
	<i>Equipment calibration</i>	3,000
	<i>NPDES consultant fees</i>	8,000
	<i>Alarm services - monthly fees</i>	8,000
	<i>Well programming</i>	10,000
	<i>GIS water layer update</i>	10,000
	<i>Water TAP submittal Requirement</i>	12,000
	<i>Rain barrel distribution - Norwalk water customers</i>	1,300
	<i>Contract City Engineer ( cost charged as 80% Engineering, 5% Environmental Services, 5% Water, 5% Water CIP and 5% Sewer)</i>	14,430
2081	<b>Contract Services - Special Study:</b>	<b>240,000</b>
	<i>Update Norwalk water standards</i>	50,000
	<i>Water master plan update</i>	160,000
	<i>Asset management - water</i>	30,000

**WATER**  
ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2110	<b>Conferences &amp; Meetings:</b> Workshops and meetings	<b>5,000</b>
2111	<b>Memberships:</b>	<b>30,000</b>
	<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>2,000</i>
	<i>Southeast Water Coalition</i>	<i>10,000</i>
2140	<b>Office Supplies:</b> Office supplies and other section office materials	<b>8,000</b>
2160	<b>Special Fees &amp; Services:</b>	<b>142,000</b>
	Water testing for State Department of Health Services and NPDES testing:	
	<i>Lab services - well and NPDES sampling</i>	<i>46,000</i>
	<i>Water Replenishment District - groundwater title 22 monitoring</i>	<i>26,000</i>
	<i>Department of Public Health well operating permit</i>	<i>40,000</i>
	<i>NPDES annual permit fees</i>	<i>30,000</i>



## WATER ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
<b>2170</b>	<b>Special Materials &amp; Supplies:</b>	<b>167,000</b>
	<i>Meter replacement materials</i>	<i>40,000</i>
	<i>Chlorination/phosphate equipment and disinfectant</i>	<i>50,000</i>
	<i>Fitting, copper, clamps - items for repair</i>	<i>35,000</i>
	<i>Fire hydrant replacement parts</i>	<i>15,000</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>5,000</i>
<b>2181</b>	<b>Water Replenishment Fees:</b>	<b>711,000</b>
	Water Replenishment District - replenishment fees	
<b>2182</b>	<b>Purchased Water - Domestic:</b>	<b>1,109,000</b>
	<i>City of Cerritos</i>	<i>512,000</i>
	<i>City of Santa Fe Springs</i>	<i>419,000</i>
	<i>Central Basin Water - imported water</i>	<i>90,000</i>
	<i>Central Basin Water- recycled water</i>	<i>88,000</i>
<b>2250</b>	<b>Training:</b>	<b>9,000</b>
	<i>LA County Dept. of Public Health certifications</i>	<i>1,000</i>
	<i>LA County Backflow Cross connection certifications</i>	<i>2,000</i>
	<i>Water training through AWWA</i>	<i>2,500</i>
	<i>USC Backflow Specialist Training</i>	<i>3,500</i>

**WATER**  
ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
3860	<b>Capital Outlay - Office Equipment:</b> Folder/inserter (replacing asset #12769). Total cost \$11,400 (\$5,700 Finance, \$5,700 Water)	<b>5,700</b>

**WATER**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
702-30-3602	1020	SALARIES & WAGES	561,610	581,333	509,555	579,174
702-30-3602	1022	NON PERS - SALARIES & WAGES	3,018	2,398	2,393	-
702-30-3602	1030	PART TIME WAGES	8,396	10,820	8,675	10,818
702-30-3602	1040	OVERTIME SALARY & WAGES	31,136	24,000	35,172	24,000
702-30-3602	1048	MEDICAL OPT-OUT-GEN. UNIT	3,853	1,920	1,497	1,410
702-30-3602	1049	BILINGUAL/CERTIFICATION PAY	1,694	1,333	1,609	1,333
702-30-3602	1050	STANDBY PAY	10,075	6,300	8,659	6,300
702-30-3602	1052	AUTO ALLOWANCE	681	1,032	703	1,272
702-30-3602	1054	CELLPHONE ALLOWANCE	15	-	34	-
702-30-3602	1060	PAID SICK LEAVE	6,277	6,800	5,949	10,500
702-30-3602	1065	ACCRUED PAID VACATION	10,959	13,000	5,814	9,860
702-30-3602	1066	COMPENSATED ABSENCES	(4,489)	-	-	-
702-30-3602	1070	PAID SICK LEAVE AT TERMINATION	3,203	-	2,702	-
702-30-3602	1075	SEVERANCE PAY	1,000	-	-	-
702-30-3602	1078	MANAGEMENT BENEFIT 401A	4,186	5,739	4,131	5,770
702-30-3602	1080	MEDICARE	9,046	9,444	8,510	9,483
702-30-3602	1081	MGMT BENEFIT/MEDICAL	2,602	2,296	2,955	3,715
702-30-3602	1082	PERS - EMPLOYEES' PORTION	8,453	-	-	-
702-30-3602	1083	PERS - EMPLOYER PORTION	141,146	165,366	142,783	184,003
702-30-3602	1083C	CONTRA PENSION - GASB 68	105,690	-	-	-
702-30-3602	1084	UNIFORM ALLOWANCE	713	500	600	500
702-30-3602	1085	LIFE INSURANCE	1,815	1,748	1,647	1,557
702-30-3602	1088	LONG-TERM DISABILITY INSURANCE	5,487	5,873	4,628	5,852

## WATER

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
702-30-3602	1090	MEDICAL INS - FT EMPLOYEES	74,274	86,007	77,943	89,564
702-30-3602	1091	DENTAL INS - FT EMPLOYEES	7,947	7,620	7,557	7,620
702-30-3602	1092	VISION INS - FT EMPLOYEES	1,211	1,266	1,197	1,266
702-30-3602	1095	MEDICAL INS - RETIREES	16,281	17,000	16,371	4,500
702-30-3602	1097	WORKER'S COMPENSATION	6,972	6,491	6,492	6,664
702-30-3602	1098	OPEB - FUTURE RETIREES BENEFIT	63,000	42,000	42,000	42,000
702-30-3602	1098C	CONTRA - OPEB	(61,234)	-	-	-
702-30-3602	1098O	OPEB - GASB 75	109,299	-	-	-
702-30-3602	1999	ALLOCATED PAYROLL	(47,316)	-	(898)	-
<b>PERSONNEL EXPENDITURES:</b>			<b>1,087,000</b>	<b>1,000,285</b>	<b>898,679</b>	<b>1,007,160</b>

## WATER

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
702-30-3602	2080	CONTRACT SVC/NON-CLASS	243,382	473,030	277,000	306,330
702-30-3602	2081	CONTRACT SVC/SPECIAL STUDY	4,941	250,000	45,034	240,000
702-30-3602	2086	LEGAL SERVICES	443	15,000	7,000	15,000
702-30-3602	2089	FINANCIAL/BILLING SYSTEM	57,199	50,000	29,000	50,000
702-30-3602	2090	EQUIP MTCE & SUPPLIES	4,313	1,000	1,000	1,000
702-30-3602	2100	UTILITIES	75,218	91,000	91,000	300,000
702-30-3602	2110	CONFERENCES & MEETINGS	4,376	5,000	3,500	5,000
702-30-3602	2111	MEMBERSHIPS	21,256	29,000	28,500	30,000
702-30-3602	2130	OFFICE EQPT MTCE	1,065	1,100	1,000	-
702-30-3602	2140	OFFICE SUPPLIES	6,429	8,000	8,000	8,000
702-30-3602	2141	POSTAGE	17,197	21,000	21,000	21,000
702-30-3602	2160	SPECIAL FEES & SERVICES	56,736	116,000	116,000	142,000
702-30-3602	2161	ADMINISTRATIVE COSTS	215,924	233,000	233,000	238,600
702-30-3602	2166	SPEC FEES - LOBBYIST WASH DC	24,165	26,500	26,500	30,000
702-30-3602	2170	SPECIAL MAT'LS-SUPPLIES	66,327	152,000	152,000	167,000
702-30-3602	2180	SMALL TOOLS	464	3,000	3,000	3,000
702-30-3602	2181	WATER REPLENISHMENT FEES	152,877	216,000	216,000	711,000
702-30-3602	2182	PURCHASED WATER-DOMESTIC	2,177,554	2,459,000	2,459,000	1,109,000
702-30-3602	2190	TELEPHONE & FAX	2,073	2,400	1,500	2,400
702-30-3602	2192	INTERNET, ISDN DSL SERVICE	250	310	310	310
702-30-3602	2220	VEHICLE MTCE & SUPPLIES	49,677	38,800	38,800	52,790
702-30-3602	2240	DUPLICATING SERVICE CHG	1,114	1,400	1,400	1,400

## WATER

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
702-30-3602	2250	TRAINING EXPENSE	1,541	5,000	4,500	9,000
702-30-3602	2304	FRANCHISE TAX EXP	6,079	6,000	6,000	6,000
702-30-3602	2450	GENERAL LIABILITY INSURANCE	49,776	28,000	28,000	73,014
702-30-3602	2490	BANK CHARGES - CREDIT CARD PRO	36,356	56,000	45,000	56,000
702-30-3602	2491	INTEREST EXPENSE (CITY LOAN)	131,953	126,375	126,375	126,375
702-30-3602	2492	PRINCIPAL EXPENSE (CITY LOAN)	-	117,130	-	117,130
702-30-3602	2990	DEPRECIATION EXPENSES	398,170	-	-	-
<b>OPERATING EXPENDITURES:</b>			<b>3,806,857</b>	<b>4,531,045</b>	<b>3,969,419</b>	<b>3,821,349</b>

## WATER

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
702-30-3602	3860	C/O-OFFICE EQUIPMENT	4,625	3,000	3,000	5,700
702-30-3602	3880	C/O-MISCELLANEOUS OTHER	24,063	-	-	-
702-30-3602	3894	CAPITALIZE CAP OUTLAY EXPENSES	(513,041)	-	-	-
<b>CAPITAL OUTLAY EXPENDITURES:</b>			<b>(484,353)</b>	<b>3,000</b>	<b>3,000</b>	<b>5,700</b>
 <b>2013 SERIES A WATER REVENUE BONDS</b>						
702-95-1517	2161	ADMINISTRATIVE COST	2,610	1,300	1,300	1,300
702-95-1517	2491	INTEREST EXPENSE	345,113	337,313	337,313	329,313
702-95-1517	2492	PRINCIPAL EXPENSE	195,000	200,000	200,000	210,000
702-95-1517	2493	AMORTIZATION OF DEFFERED COST/PRINCIPAL REPAYMENT	(205,225)	-	-	-
<b>2013 SERIES A WATER REVENUE BONDS:</b>			<b>337,498</b>	<b>538,613</b>	<b>538,613</b>	<b>540,613</b>
<b>DEBT SERVICE EXPENDITURES:</b>			<b>337,498</b>	<b>538,613</b>	<b>538,613</b>	<b>540,613</b>
<b>WATER FUND TOTAL:</b>			<b>4,747,001</b>	<b>6,072,942</b>	<b>5,409,710</b>	<b>5,374,822</b>

# **PUBLIC SERVICES**

## **Sewer**

### **ACTIVITIES AND OBJECTIVES**

#### **Description of Activities**

The Sewer Maintenance Section maintains by contract 164 miles of sewer lines, 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**

- Complete Sewer System Management plan (SSMP) update, 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.
- Coordinate with consultant and LA County to continue to collect the sewer service charges from property owners, to be included within the County Property tax roll; and provide annual 30 day notices.
- 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 phase 3 of CCTV (closed circuit television) inspection of the sewer system.



**Budget Program: Sewer, 3403**

**Full Time Positions**

**Part Time Positions**

Position Title	FY 18-19	FY 19-20	FY 18-19	FY 19-20	Labor Distribution Footnote	FY 18-19	FY 19-20	FY 18-19	FY 19-20	FY 18-19	FY 19-20
	Adopted Allocation	Adopted Allocation	Budgeted Salary	Budgeted Salary		Adopted Hours	Adopted Hours	Number of PT Positions	Number of PT Positions	Budgeted Wages	Budgeted Wages
Deputy City Manager (b)	0.05	0.05	8,294	8,294	(b) 80% Public Svcs. Admin, 5% Water, 5% Transp. Center, 5% Environmental Services						
Director of Public Services (d)	0.05	0.05	7,900	7,900	(d) 50% Measure M, 30% Engineering, 5% Water, 5% Environmental Services, 5% High Speed Rail						
Utilities & Project Manager ( c )	0.50	0.50	60,480	60,480	(c) 50% Water						
Water Utilities Supervisor (a)	0.40	0.40	37,943	37,944	(a) 40% Water, 10% Signals, 10% Traffic						
Controller/ Deputy Treasurer (e)	0.05	0.05	6,600	6,600	(e) 57% Finance, 10% Water, 10% CDBG, 10% SA-RDA, 8% Prop C Admin						
Communications & Public Affairs Manager (f)	0.05	0.05	5,352	5,308	(f) 90% Communications & Public Affairs, 5% Water						
Senior Management Analyst (g)	0.05	0.05	4,405	4,439	(g) 90% Communications & Public Affairs, 5% Water						
Management Analyst (h)	0.10	0.10	7,719	7,718	(h) 65% Public Services Admin, 25% Water						
Assistant Engineer (i)	0.50	0.50	44,385	44,388	(i) 30% Water, 10% Signals & St. Lighting, 10% Traffic						
Water Service Worker II (j)	0.10	0.10	7,390	7,390	(j) 90% Water						
Water Service Worker II (k)	0.10	0.10	7,390	7,390	(k) 90% Water						
Water Service Worker I (l)	0.10	0.10	6,062	6,062	(l) 90% Water						
Account Clerk III (m)	0.15	0.15	9,582	9,819	(m) 85% Water						
Account Clerk II (n)	0.05	0.05	2,755	2,892	(n) 425% Finance, 60% Water, 7% Prop C Admin, 3% Childcare Stage II						
Office Assistant II (o)	0.05	0.05	2,571	2,774	(o) 95% Public Services Admin						
Maintenance Worker III (p)	0.25	0.25	17,128	17,130	(p) 75% Street Maint.						
					<b>PART-TIME POSITION</b>						
					Office Assistant I (q)	455	455	1	1	10,820	10,818
					(q) 50% Public Svcs-Admin, 25% Water, 25% Sewer						
<b>TOTAL</b>	<b>2.55</b>	<b>2.55</b>	<b>235,956</b>	<b>236,528</b>	<b>TOTAL</b>	<b>455</b>	<b>455</b>	<b>1</b>	<b>1</b>	<b>10,820</b>	<b>10,818</b>

## SEWER ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2080	<b>Contract Services - Non-Classified:</b>	<b>\$ 788,930</b>
	<i>Cleaning half of sewer system per year, troubled spots/siphons 4 x 4 year/root treatment</i>	400,000
	<i>Sewer Fee Consultant - Preparation and printing of required fee notices/envelopes for mailing; and updating property owner database</i>	10,000
	<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>	40,000
	<i>Annual CCTV inspections of system and consultant fees</i>	150,000
	<i>Industrial waste inspection services - LA County (partially offset by County payment remitted to City)</i>	80,000
	<i>Alarm security services</i>	7,500
	<i>Weed abatement</i>	2,000
	<i>Emergency repair services</i>	15,000
	<i>Motor and pipeline parts replacement</i>	8,000
	<i>Repair of pump controls and panels</i>	12,000
	<i>GIS sewer layer update</i>	10,000
	<i>Contract City Engineer ( cost charged as 80% Engineering, 5% Environmental Services, 5% High Speed Rail, 5% Water, and 5% Sewer)</i>	14,430
	<i>Pest control treatment services</i>	10,000
	<i>Online storage for sewer files</i>	30,000

## SEWER ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
<b>2081</b>	<b>Contract Services - Special Study:</b>	<b>430,000</b>
	<i>Sewer system management plan update &amp; sewer fee study</i>	<i>350,000</i>
	<i>Asset management - sewer</i>	<i>30,000</i>
	<i>Update Norwalk Sewer Standards (carry-over)</i>	<i>50,000</i>
<b>2086</b>	<b>Legal Services:</b>	
	Sewer fee notice review/preparation of reports	<b>3,000</b>
<b>2089</b>	<b>Computer System</b>	
	Computer system software, licensing, upgrades and support	<b>5,000</b>
<b>2111</b>	<b>Memberships:</b>	
	California Waste Environmental Water Association (CWEA)	<b>4,000</b>
<b>2160</b>	<b>Special Fees &amp; Services:</b>	<b>65,000</b>
	<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>
<b>2170</b>	<b>Special Materials &amp; Supplies:</b>	<b>20,000</b>
	Deodorizers, safety equipment, chemicals, and specialized tools for inspections	

**SEWER**  
ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
3880	<p><b>Capital Outlay - Miscellaneous</b></p> <p><b>Other:</b></p> <p style="padding-left: 40px;"><i>Laptop/tablet for Utility Supervisor, new</i></p> <p style="padding-left: 40px;"><i>Network server upgrade: network switches, backup storage, additional memory, etc.(replacing assets #12107, 12193, 14391, 12106)</i></p>	<p style="text-align: right;"><b>15,000</b></p> <p style="text-align: right;"><i>5,000</i></p> <p style="text-align: right;"><i>10,000</i></p>

## SEWER

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
704-30-3403	1020	SALARIES & WAGES	177,673	235,956	188,020	236,528
704-30-3403	1022	NON PERS - SALARIES & WAGES	751	1,289	895	-
704-30-3403	1030	PART TIME WAGES	8,396	10,820	8,675	10,818
704-30-3403	1040	OVERTIME SALARY & WAGES	2,168	1,000	1,500	1,000
704-30-3403	1048	MEDICAL OPT-OUT-GEN. UNIT	1,768	2,400	2,440	3,210
704-30-3403	1049	CERTIFICATION PAY	363	195	282	195
704-30-3403	1050	STAND BY PAY	1,648	1,950	2,748	1,950
704-30-3403	1052	AUTO ALLOWANCE	60	240	87	480
704-30-3403	1060	PAID SICK LEAVE	828	2,700	985	4,600
704-30-3403	1065	ACCRUED PAID VACATION	4,625	6,000	2,866	4,650
704-30-3403	1066	COMPENSATED ABSENCES	14,083	-	-	-
704-30-3403	1070	PAID SICK LEAVE AT TERMINATION	-	-	1,617	-
704-30-3403	1078	MANAGEMENT BENEFIT 401A	1,740	2,098	1,574	2,097
704-30-3403	1080	MEDICARE	2,806	3,698	3,070	3,886
704-30-3403	1081	MGMT BENEFIT/MEDICAL	931	1,064	1,460	2,544
704-30-3403	1082	PERS - EMPLOYEES' PORTION	2,560	-	-	-
704-30-3403	1083	PERS - EMPLOYER PORTION	44,563	66,913	52,524	75,148
704-30-3403	1083C	CONTRA PENSION - GASB 68	35,230	-	-	-
704-30-3403	1085	LIFE INSURANCE	635	674	659	636
704-30-3403	1088	LONG-TERM DISABILITY INSURANCE	1,804	2,384	1,681	2,390
704-30-3403	1090	MEDICAL INS - FT EMPLOYEES	22,457	28,667	20,117	29,848
704-30-3403	1091	DENTAL INS - FT EMPLOYEES	2,053	2,398	1,784	2,398

## SEWER

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
704-30-3403	1092	VISION INS - FT EMPLOYEES	380	468	355	468
704-30-3403	1097	WORKER'S COMPENSATION	2,796	2,585	2,580	2,701
704-30-3403	1098	OPEB - FUTURE RETIREES BENEFIT	11,200	15,400	15,400	15,400
704-30-3403	1098C	CONTRA - OPEB	(11,238)	-	-	-
704-30-3403	1098O	OPEB - GASB 75	27,325	-	-	-
704-30-3403	1999	ALLOCATED PAYROLL	-	-	(898)	-
<b>PERSONNEL EXPENDITURES:</b>			<b>357,602</b>	<b>388,899</b>	<b>310,421</b>	<b>400,947</b>

## SEWER

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
704-30-3403	2080	CONTRACT SVC/NON-CLASS	624,192	782,930	680,000	788,930
704-30-3403	2081	CONTRACT SVC/SPECIAL STUDY	5,444	100,000	-	430,000
704-30-3403	2086	LEGAL SERVICES	1,738	3,000	-	3,000
704-30-3403	2089	COMP SYST MAINT & SUPPORT	2,132	5,000	5,000	5,000
704-30-3403	2090	EQUIP MTCE & SUPPLIES	-	1,000	1,000	1,000
704-30-3403	2100	UTILITIES	8,860	10,000	8,940	10,000
704-30-3403	2111	MEMBERSHIPS	-	4,000	4,000	4,000
704-30-3403	2160	SPECIAL FEES & SERVICES	348	65,000	65,000	65,000
704-30-3403	2161	ADMINISTRATIVE COSTS	77,000	71,000	71,000	71,500
704-30-3403	2170	SPECIAL MAT'LS-SUPPLIES	6,323	20,000	19,000	20,000
704-30-3403	2180	SMALL TOOLS	-	3,000	3,000	3,000
704-30-3403	2190	TELEPHONE & FAX	2,170	4,000	1,000	4,000
704-30-3403	2220	VEHICLE MTCE & SUPPLIES	13,730	12,800	12,800	16,300
704-30-3403	2250	TRAINING	-	5,000	4,000	5,000
704-30-3403	2450	GENERAL LIABILITY INSURANCE	17,887	10,100	10,100	17,489
704-30-3403	2990	DEPRECIATION EXPENSES	832,395	-	-	-
<b>OPERATING EXPENDITURES:</b>			<b>1,592,220</b>	<b>1,096,830</b>	<b>889,840</b>	<b>1,449,219</b>

## SEWER

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
704-30-3403	3860	C/O-OFFICE EQUIPMENT	3,134	-	-	-
704-30-3403	3880	C/O-MISCELLANEOUS OTHER	20,825	8,000	8,000	15,000
704-30-3403	3894	CAPITALIZE CAP OUTLAY EXPENSES	(839,642)	-	-	-
<b>CAPITAL OUTLAY EXPENDITURES:</b>			<b>(815,682)</b>	<b>8,000</b>	<b>8,000</b>	<b>15,000</b>
<b>SEWER FUND TOTAL:</b>			<b>1,134,140</b>	<b>1,493,729</b>	<b>1,208,261</b>	<b>1,865,166</b>



# **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, 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 Seniors 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 network 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**

<b>Position Title</b>	<b>FY 18-19 Adopted Allocation</b>	<b>FY 19-20 Adopted Allocation</b>	<b>FY 18-19 Budgeted Salary</b>	<b>FY 19-20 Budgeted Salary</b>	<b>Position Title</b>	<b>FY 18-19 Adopted Hours</b>	<b>FY 19-20 Adopted Hours</b>	<b>FY 18-19 Number of PT Positions</b>	<b>FY 19-20 Number of PT Positions</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Wages</b>
Director of Social Services	0.93	0.00	146,922	-	Children's Dental Program Clerk	1,600	-	1	0	31,528	-
Social Services Manager (a)	1.00	0.84	109,704	101,604	Recreation Leader II	3,220	3,220	3	4	50,497	50,491
Social Services Worker II	2.00	1.00	108,952	63,840	Social Services Worker I	1,600	1,600	1	1	36,085	36,073
Office Assistant III	1.00	1.00	67,945	67,951	Office Assistant I	-	1,600	0	1	-	32,064
Executive Assistant	1.00	1.00	76,986	76,992							
Social Services Coordinator (b)	0.00	0.95	-	66,348							
Social Services Supervisor (c)	0.00	0.80	-	64,416							
(a) 8% Child Care, 8% Childcare - Stage 1											
(b) 5% Homeless Grant											
(c) 10% Childcare, 10% Childcare - Stage 1											
<b>TOTAL</b>	<b>5.93</b>	<b>5.59</b>	<b>510,509</b>	<b>441,151</b>	<b>TOTAL</b>	<b>6,420</b>	<b>6,420</b>	<b>5</b>	<b>6</b>	<b>118,110</b>	<b>118,628</b>

## SOCIAL SERVICES

### ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
<b>2080</b>	<b>Contract Services - Non-Classified:</b>	<b>\$ 23,900</b>
	<i>Contract Services</i>	15,000
	<i>Electronic client file management system</i>	5,000
	<i>Senior fitness instructor</i>	3,900
<b>2111</b>	<b>Memberships:</b>	<b>675</b>
	American Society on Aging/NCOA	
<b>2230</b>	<b>Programs &amp; Activities:</b>	<b>10,000</b>
	Community programs and workshops	
<b>2351</b>	<b>Senior Nutrition Program:</b>	<b>2,650</b>
	Special activities and events	
<b>2354</b>	<b>Nutrition Program:</b>	<b>54,700</b>
	Congregate meal program for Senior Nutrition Program	
<b>2355</b>	<b>Senior Citizens Program:</b>	<b>3,600</b>
	Recreational activities for seniors	
<b>2357</b>	<b>Senior Nutrition Transportation:</b>	<b>22,000</b>
	Dial-A-Ride transportation for the frail and elderly	
<b>3860</b>	<b>Capital Outlay - Office Equipment:</b>	<b>7,200</b>
	Copier (replacing asset #12941)	

## SOCIAL SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-40-4101	1020	SALARIES & WAGES	478,627	510,509	298,637	441,151
101-40-4101	1022	NON PERS - SALARIES & WAGES	1,932	2,039	2,040	-
101-40-4101	1030	PART TIME WAGES	97,697	118,110	121,542	118,628
101-40-4101	1045	COMP TIME PAY	-	-	1,451	-
101-40-4101	1048	MEDICAL OPT-OUT-GEN. UNIT	2,800	4,800	5,920	4,800
101-40-4101	1049	BILINGUAL/CERTIFICATION PAY	4,173	4,550	3,912	5,038
101-40-4101	1052	AUTO ALLOWANCE	4,395	4,464	-	-
101-40-4101	1060	PAID SICK LEAVE	2,178	6,200	3,561	4,400
101-40-4101	1065	ACCRUED PAID VACATION	14,075	18,300	31,292	8,090
101-40-4101	1070	PAID SICK LEAVE ON TERMIN	-	-	35,965	-
101-40-4101	1075	SEVERANCE PAY	-	-	62,714	-
101-40-4101	1078	MANAGEMENT BENEFIT 401A	7,726	8,072	1,051	2,033
101-40-4101	1080	MEDICARE	8,711	9,871	8,237	8,469
101-40-4101	1081	MGMT BENEFIT/MEDICAL	10,950	11,843	4,812	-
101-40-4101	1082	PERS - EMPLOYEES' PORTION	6,110	-	-	-
101-40-4101	1083	PERS - EMPLOYER PORTION	120,832	145,534	84,088	140,147
101-40-4101	1085	LIFE INSURANCE	1,542	1,385	849	1,327
101-40-4101	1088	LONG-TERM DISABILITY INSURANCE	5,332	5,156	2,420	4,456
101-40-4101	1090	MEDICAL INS - FT EMPLOYEES	53,241	55,328	40,675	70,320
101-40-4101	1091	DENTAL INS - FT EMPLOYEES	4,598	4,590	3,265	5,360
101-40-4101	1092	VISION INS - FT EMPLOYEES	887	794	501	875

## SOCIAL SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-40-4101	1093	MEDICAL INS - PT EMPLOYEES	4,878	3,420	3,420	3,420
101-40-4101	1094	DENTAL INS - PT EMPLOYEES	1,353	1,280	1,167	1,280
101-40-4101	1095	MEDICAL INS - RETIREES	44,539	46,100	50,865	73,700
101-40-4101	1097	WORKER'S COMPENSATION	6,360	66,222	66,192	42,039
101-40-4101	1100	ACA AFFORDABILITY STIPEND	28	-	87	-
101-40-4101	1999	ALLOCATED PAYROLL	-	-	2,328	-
<b>PERSONNEL EXPENDITURES:</b>			<b>882,964</b>	<b>1,028,567</b>	<b>836,992</b>	<b>935,533</b>

## SOCIAL SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-40-4101	2063	FACILITY MTCE SERVICES/CONTRACT:	1,899	-	-	-
101-40-4101	2080	CONTRACT SVC/NON-CLASS	19,885	26,140	23,900	23,900
101-40-4101	2100	UTILITIES	34,440	38,300	34,990	38,300
101-40-4101	2110	CONFERENCES & MEETINGS	3,271	3,000	3,000	3,000
101-40-4101	2111	MEMBERSHIPS	1,287	825	675	675
101-40-4101	2113	MILEAGE REIMBURSEMENT	125	400	400	400
101-40-4101	2130	OFFICE EQPT MTCE	428	900	900	1,500
101-40-4101	2140	OFFICE SUPPLIES	4,284	4,500	4,500	4,500
101-40-4101	2141	POSTAGE	297	500	500	500
101-40-4101	2170	SPECIAL MAT'LS-SUPPLIES	1,620	2,800	2,800	2,800
101-40-4101	2190	TELEPHONE & FAX	6,063	6,650	4,950	6,650
101-40-4101	2220	VEHICLE MTCE & SUPPLIES	18,222	9,010	9,010	16,500
101-40-4101	2230	PROGRAMS & ACTIVITIES	2,606	10,000	10,000	10,000
101-40-4101	2240	DUPLICATING SERVICE CHG	391	1,000	750	800
101-40-4101	2250	TRAINING EXPENSE	179	1,000	1,000	1,000
101-40-4101	2351	SENIOR NUTRITION PROGRAM	749	2,650	2,000	2,650
101-40-4101	2354	NUTRITION PROGRAM	25,615	67,700	54,700	54,700
101-40-4101	2355	SENIOR CITIZEN PROGRAM	2,966	3,600	3,600	3,600
101-40-4101	2357	SENIOR NUTRITON TRANSPORTATION	8,547	22,000	22,000	22,000
<b>OPERATING EXPENDITURES:</b>			<b>132,874</b>	<b>200,975</b>	<b>179,675</b>	<b>193,475</b>

## SOCIAL SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-40-4101	3860	C/O-OFFICE EQUIPMENT	-	-	-	7,200
101-40-4101	3870	C/O-FURNITURE & FIXTURE	2,788	-	-	-
101-40-4101	3880	C/O-MISCELLANEOUS OTHER	16,670	11,000	11,000	-
<b>CAPITAL OUTLAY EXPENDITURES:</b>			<b>19,457</b>	<b>11,000</b>	<b>11,000</b>	<b>7,200</b>
101-40-4101	3995	INTER-FUND TFR/PROP C	(8,520)	(22,000)	(22,000)	(22,000)
101-40-4101	3999	INTER-FUND TFR/CHILD CARE	(4,524)	(7,000)	(7,000)	(7,000)
<b>GENERAL FUND - SOCIAL SERVICES TOTAL:</b>			<b>1,022,251</b>	<b>1,211,542</b>	<b>998,667</b>	<b>1,107,208</b>
227-40-4101	3995	INTER-FUND TFR/PROP C	8,520	22,000	22,000	22,000
<b>PROP C FUND - SOCIAL SERVICES TOTAL:</b>			<b>8,520</b>	<b>22,000</b>	<b>22,000</b>	<b>22,000</b>

## SOCIAL SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
745-40-4101	3860	C/O-OFFICE EQUIPMENT	-	-	2,405	-
		<b>EQUIPMENT REPLACEMENT FUND</b>				
		<b>-SOCIAL SERVICES TOTAL:</b>	<b>(1)</b>	-	<b>2,405</b>	-
746-40-4101	3820	C/O-AUTOMOTIVE EQUIPMENT	(283)	-	-	-
		<b>VEHICLE REPLACEMENT FUND -</b>				
		<b>SOCIAL SERVICES TOTAL:</b>	<b>(283)</b>	-	-	-
<b>SOCIAL SERVICES TOTAL</b>						
<b>(ALL FUNDS):</b>			<b>1,030,487</b>	<b>1,233,542</b>	<b>1,023,072</b>	<b>1,129,208</b>



# 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 19-20 COST
2883	<b>Rental &amp; Utility Assistance:</b> Emergency rental assistance to keep clients from being evicted. Utility assistance to prevent the disconnection of services. (\$65,000 funded from CDBG Grant)	\$ 95,000
2884	<b>Lodging Vouchers:</b> Temporary emergency shelter for homeless clients and their family (\$10,000 funded from CDBG Grant)	21,750
2885	<b>Groceries:</b> Purchase of groceries and supplies for the emergency food cupboard	2,000
2886	<b>Emergency Support:</b> 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 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-40-4102	2883	RENTAL & UTILITY ASSIST.	8,597	30,000	30,000	30,000
101-40-4102	2884	LODGING VOUCHERS	4,289	11,750	11,750	11,750
101-40-4102	2885	GROCERIES	1,614	2,000	2,000	2,000
101-40-4102	2886	EMERGENCY SUPPORT	2,999	3,000	3,000	3,000
<b>GENERAL FUND - EMERGENCY FOOD &amp; SHELTER TOTAL:</b>			<b>17,499</b>	<b>46,750</b>	<b>46,750</b>	<b>46,750</b>
207-40-4102	2883	RENTAL & UTILITY ASSISTANCE	31,797	43,500	43,500	65,000
207-40-4102	2884	LODGING VOUCHERS	3,115	6,500	6,500	10,000
<b>CDBG - EMERGENCY FOOD &amp; SHELTER TOTAL:</b>			<b>34,912</b>	<b>50,000</b>	<b>50,000</b>	<b>75,000</b>
<b>EMERGENCY FOOD &amp; SHELTER TOTAL (ALL FUNDS):</b>			<b>52,411</b>	<b>96,750</b>	<b>96,750</b>	<b>121,750</b>

# CHILD CARE PROGRAM

## ACTIVITIES AND OBJECTIVES

### **Description of Activities**

The California Alternative Payment Program (CAPP) and CalWORKS (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 booklet for parents seeking childcare services in the Norwalk area.
- Provide resources for 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 18-19 Adopted Allocation	FY 19-20 Adopted Allocation	FY 18-19 Budgeted Salary	FY 19-20 Budgeted Salary	Position Title	FY 18-19 Adopted Hours	FY 19-20 Adopted Hours	FY 18-19 Number of PT Positions	FY 19-20 Number of PT Positions	FY 18-19 Budgeted Wages	FY 19-20 Budgeted Wages
Child Care Program Manager (a)	0.75	0.70	66,577	62,144	Eligibility Worker (m)	989	780	1	1	23,517	18,545
Child Care Program Supervisor (b)	0.75	0.70	46,316	53,580	Quality Control Specialist	343	-	1	0	8,157	-
Social Services Worker II	0.00	1.00	-	59,005	Payment Specialist Hourly (n)	-	780	0	1	-	18,656
Eligibility Worker	1.50	0.00	76,384	-							
Payment Specialist	0.75	0.00	34,216	-							
Intake Specialist (c)	0.75	0.10	34,803	4,399							
Director of Social Services	0.03	0.00	4,740	-							
Director of Finance/City Treasurer (d)	0.01	0.01	1,580	1,580	(d) 65% Finance, 14% SA-RDA; 5% CDBG; 9% Water, 5% Prop C Admin, 1% Childcare - Stage 1						
Senior Accountant (e)	0.05	0.05	4,353	4,350	(e) 62% Finance, 10% Water; 15% SA-RDA, 3% Prop C Admin, 5% Childcare - Stage 1						
Payroll Specialist (f)	0.01	0.01	771	770	(f) 96% Finance , 3% Prop C Admin						
Account Clerk III (g)	0.03	0.03	1,919	1,965	(g) 182% Finance, 5% Prop C Admin, 4% SR Grant, 3% Dispute Resolution, 3% Childcare - Stage 1						
Account Clerk II (h)	0.03	0.03	1,732	1,732	(h) 425% Finance, 60% Water , 7% Prop C Admin, 5% Sewer						
Social Services Manager (i)	0.00	0.08	-	9,677	(i) 84% Social Services, 8% Childcare - Stage 1						
Social Services Supervisor (j)	0.00	0.10	-	8,052	(j) 80% Social Services, 10% Childcare - Stage 1						
Quality Control Specialist (k)	0.00	0.44	-	19,352	(k) 44% Child Care - Stage 1, 9% Nutrition, 3% Sr Grant						
Child Care Coordinator (l)	0.00	0.70	-	46,562	(l) 30% Childcare - Stage 1						
(a) 30% Child Care Stage 1					(m) 50% Child Care - Stage 1, 50% Child Care CDE						
(b) 30% Child Care Stage 1					(n) 75% Child Care CDE, 25% Child Care - Stage 1						
(c) 90% Child Care Stage 1											
<b>Total</b>	<b>4.66</b>	<b>3.95</b>	<b>273,391</b>	<b>273,168</b>	<b>TOTAL</b>	<b>1,332</b>	<b>1,560</b>	<b>2</b>	<b>2</b>	<b>31,674</b>	<b>37,201</b>

**CHILD CARE PROGRAM**  
ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2030	<b>Contract Services (CAPP):</b> Payment for Exempt, License and Family Day Care for Child Care Services	\$ 220,150
2032	<b>Contract Services (C2AP):</b> Payment for Exempt, License and Family Day Care for Child Care Services	1,691,848
2034	<b>Contract Services (C3AP):</b> Payment for Exempt, License and Family Day Care for Child Care Services	994,560
2036	<b>Contract Services (Stage 1):</b> Payment for Exempt, License and Family Day Care for Child Care Services	861,665
2080	<b>Contract Services - Non-Classified:</b> Care Control, program management software	14,000
2110	<b>Conferences &amp; Meetings:</b> State and local grant-related workshops and computer training	4,000
2111	<b>Memberships:</b> California Alternative Payment Association and Child Care Alliance of Los Angeles	8,000

**CHILD CARE PROGRAM**  
ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
4103-3870	<b>Capital Outlay - Furniture &amp; Fixtures:</b> U-shaped desk and cabinets for supervisor's office (50% CDE/50% Stage 1)	<b>5,000</b>
4105-3870	<b>Capital Outlay - Furniture &amp; Fixtures:</b> U-shaped desk and cabinets for supervisor's office (50% CDE/50% Stage 1)	<b>5,000</b>

**CHILD CARE**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
<b><u>CHILDCARE - CDE:</u></b>						
203-40-4103	1020	REG SALARIES & WAGES	159,315	273,391	140,227	273,168
203-40-4103	1022	NON PERS - SALARIES & WAGES	1,077	1,500	1,117	-
203-40-4103	1030	PART TIME WAGES	29,937	31,674	21,545	37,201
203-40-4103	1048	MEDICAL OPT-OUT-GEN. UNIT	270	240	193	60
203-40-4103	1049	BILINGUAL/CERTIFICATION PAY	2,586	3,107	2,042	2,750
203-40-4103	1052	AUTO ALLOWANCE	117	192	67	48
203-40-4103	1060	PAID SICK LEAVE	159	1,300	336	200
203-40-4103	1065	ACCRUED PAID VACATION	10,463	6,500	7,070	4,030
203-40-4103	1070	PAID SICK LEAVE ON TERMIN	11,100	-	-	-
203-40-4103	1078	MANAGEMENT BENEFIT 401A	165	254	81	258
203-40-4103	1080	MEDICARE	2,940	4,611	2,504	4,608
203-40-4103	1081	MGMT BENEFIT/MEDICAL	43	60	57	60
203-40-4103	1082	PERS - EMPLOYEES' PORTION	3,839	-	-	-
203-40-4103	1083	PERS - EMPLOYER PORTION	40,246	77,942	39,497	86,786
203-40-4103	1085	LIFE INSURANCE	466	639	395	772
203-40-4103	1088	LONG-TERM DISABILITY INSURANCE	1,540	2,762	1,193	2,758
203-40-4103	1090	MEDICAL INS - FT EMPLOYEES	29,209	56,224	23,819	45,447
203-40-4103	1091	DENTAL INS - FT EMPLOYEES	3,052	5,352	2,225	4,524
203-40-4103	1092	VISION INS - FT EMPLOYEES	466	706	411	611



## CHILD CARE

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
203-40-4103	1093	MEDICAL INS - PT EMPL	1,321	1,710	1,552	3,420
203-40-4103	1094	DENTAL INS - PT EMPL	1,234	1,280	1,092	1,280
203-40-4103	1095	MEDICAL INS - RETIREES	14,100	18,000	17,338	20,200
203-40-4103	1096	UNEMPLOYMENT INSURANCE	(332)	-	664	-
203-40-4103	1097	WORKER'S COMPENSATION	2,364	3,710	3,708	3,453
203-40-4103	1098	OPEB-FUTURE FTE RETIREES	24,100	18,200	18,200	18,200
<b>PERSONNEL EXPENDITURES:</b>			<b>339,775</b>	<b>509,354</b>	<b>285,332</b>	<b>509,833</b>

**CHILD CARE**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
203-40-4103	2030	CAPP/DPP - CHILD CARE	194,724	219,978	21,978	220,150
203-40-4103	2032	C2AP/DPP - CHILD CARE	1,705,222	1,678,081	1,678,081	1,691,848
203-40-4103	2034	C3AP/DPP - CHILD CARE	1,001,593	988,375	988,375	994,560
203-40-4103	2057	PROMOTIONAL ADVERTISING	2,729	2,500	2,462	8,750
203-40-4103	2080	CONTRACT SVC/NON-CLASS	5,091	12,000	7,000	7,000
203-40-4103	2084	CONTRA SVC/PARENT FEES	65,474	100,000	100,000	100,000
203-40-4103	2086	LEGAL SERVICES	-	2,000	2,000	3,500
203-40-4103	2110	CONFERENCES & MEETINGS	2,880	2,000	2,000	2,800
203-40-4103	2111	MEMBERSHIPS	3,544	5,800	4,800	5,600
203-40-4103	2113	MILEAGE REIMBURSEMENT	12	-	-	-
203-40-4103	2130	OFFICE EQPT MTCE	1,690	1,700	1,700	580
203-40-4103	2140	OFFICE SUPPLIES	6,328	7,000	7,000	7,000
203-40-4103	2141	POSTAGE	4,802	6,000	6,000	2,807
203-40-4103	2161	ADMINISTRATIVE COSTS	51	-	-	-
203-40-4103	2170	SPECIAL MAT'LS-SUPPLIES	2,208	6,000	6,000	7,700
203-40-4103	2190	TELEPHONE & FAX	2,542	2,640	2,100	4,000
203-40-4103	2220	VEHICLE MTCE & SUPPLIES	1,991	2,200	2,200	1,690
203-40-4103	2240	DUPLICATING SERVICE CHG	3,945	4,218	4,218	4,218
203-40-4103	2250	TRAINING EXPENSE	2,671	9,000	4,999	4,900
203-40-4103	2400	AUDIT FEES	3,817	4,000	4,000	6,300
<b>OPERATING EXPENDITURES:</b>			<b>3,011,315</b>	<b>3,053,492</b>	<b>2,844,913</b>	<b>3,073,403</b>

## CHILD CARE

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
203-40-4103	3870	C/O-FURNITURE & FIXTURES	-	-	-	5,000
203-40-4103	3860	C/O-OFFICE EQUIPMENT	19,186	-	-	-
<b>CAPITAL OUTLAY EXPENDITURES:</b>			<b>19,186</b>	<b>-</b>	<b>-</b>	<b>5,000</b>
<b>CHILD CARE - CDE TOTAL:</b>			<b>3,370,276</b>	<b>3,562,846</b>	<b>3,130,245</b>	<b>3,588,236</b>

**Budget Program: Child Care Program - Stage 1, 4105**

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 18-19 Adopted Allocation</b>	<b>FY 19-20 Adopted Allocation</b>	<b>FY 18-19 Budgeted Salary</b>	<b>FY 19-20 Budgeted Salary</b>	<b>Position Title</b>	<b>FY 18-19 Adopted Hours</b>	<b>FY 19-20 Adopted Hours</b>	<b>FY 18-19 Number of PT Positions</b>	<b>FY 19-20 Number of PT Positions</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Wages</b>
Child Care Program Manager (a)	0.25	0.30	22,192	26,634	Eligibility Worker (k)	571	780	1	1	13,578	18,545
Child Care Program Supervisor (b)	0.25	0.30	15,443	22,962	Quality Control Specialist	1,217	-	1	0	28,939	-
Social Services Worker II	0.00	1.00	-	59,005							
Eligibility Worker	0.50	0.00	25,462	-	Payment Specialist Hourly (l)	-	780	0	1	-	17,285
Payment Specialist	0.25	0.00	11,405	-							
Intake Specialist (c)	0.25	0.90	11,601	39,622							
Director of Social Services	0.03	0.00	4,740	-							
Director of Finance/City Treasurer (d)	0.01	0.01	1,580	1,580	(d) 65% Finance, 14% SA-RDA; 5% CDBG; 9% Water, 5% Prop C Admin, 1% Childcare						
Senior Accountant (e)	0.05	0.05	4,353	4,350	(e) 62% Finance, 10% Water; 15% SA-RDA, 3% Prop C Admin, 5% Childcare						
Account Clerk III (f)	0.03	0.03	1,919	1,965	(f) 182% Finance, 5% Prop C Admin, 4% SR Grant, 3% Dispute Resolution, 3% Childcare						
Social Services Manager (g)	0.00	0.08	-	9,677	(g) 84% Social Services, 8% Childcare						
Social Services Supervisor (h)	0.00	0.10	-	8,052	(h) 80% Social Services, 10% Childcare						
Quality Control Specialist (i)	0.00	0.44	-	19,352	(i) 44% Child Care , 9% Nutrition, 3% Sr Grant						
Child Care Coordinator (j)	0.00	0.30	-	19,955	(j) 70% Childcare						
(a) 70% Child Care CDE											
(b) 70% Child Care CDE					(k) 50% Child Care - Stage 1, 50% Child Care CDE						
(c) 10% Child Care CDE					(l) 75% Child Care CDE, 25% Child Care - Stage 1						
<b>TOTAL</b>	<b>1.62</b>	<b>3.51</b>	<b>98,695</b>	<b>213,154</b>	<b>TOTAL</b>	<b>1,788</b>	<b>1,560</b>	<b>2</b>	<b>2</b>	<b>42,517</b>	<b>35,830</b>

## CHILD CARE

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
<b><u>CHILDCARE - STAGE 1:</u></b>						
203-40-4105	1020	REG SALARIES & WAGES	160,924	98,695	164,707	213,154
203-40-4105	1022	NON PERS - SALARIES & WAGES	901	539	860	-
203-40-4105	1030	PART TIME WAGES	45,060	42,517	57,292	35,830
203-40-4105	1048	MEDICAL OPT-OUT-GEN. UNIT	331	240	404	60
203-40-4105	1049	BILINGUAL/CERTIFICATION PAY	1,698	813	1,290	1,300
203-40-4105	1052	AUTO ALLOWANCE	147	192	67	48
203-40-4105	1060	PAID SICK LEAVE	445	2,600	200	100
203-40-4105	1065	ACCRUED PAID VACATION	3,453	4,000	1,650	1,360
203-40-4105	1070	PAID SICK LEAVE ON TERMINATION	5,576	-	-	-
203-40-4105	1078	MANAGEMENT BENEFIT 401A	198	254	81	258
203-40-4105	1080	MEDICARE	2,972	2,168	3,285	3,657
203-40-4105	1081	MGMT BENEFIT/MEDICAL	48	-	57	60
203-40-4105	1082	PERS - EMPLOYEES' PORTION	2,686	-	-	-
203-40-4105	1083	PERS - EMPLOYER PORTION	40,605	28,142	46,296	67,721
203-40-4105	1085	LIFE INSURANCE	339	249	356	510
203-40-4105	1088	LONG-TERM DISABILITY INSURANCE	1,494	997	1,383	2,153
203-40-4105	1090	MEDICAL INS - FT EMPLOYEES	30,645	19,510	33,360	42,933
203-40-4105	1091	DENTAL INS - FT EMPLOYEES	2,976	1,836	2,029	4,045

## CHILD CARE

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
203-40-4105	1092	VISION INS - FT EMPLOYEES	408	248	400	550
203-40-4105	1093	MEDICAL INS - PT EMPL	1,974	1,710	1,869	-
203-40-4105	1094	DENTAL INS - PT EMPL	-	-	115	-
203-40-4105	1097	WORKER'S COMPENSATION	2,436	1,686	1,673	2,767
203-40-4105	1098	OPEB-FUTURE FTE RETIREES	27,200	6,400	6,400	6,400
<b>PERSONNEL EXPENDITURES:</b>			<b>332,515</b>	<b>212,796</b>	<b>323,773</b>	<b>382,906</b>

**CHILD CARE**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
203-40-4105	2036	STAGE 1/DPP-CHILD CARE	855,445	908,011	908,011	861,665
203-40-4105	2057	PROMOTIONAL ADVERTISING	1,258	6,000	6,000	3,750
203-40-4105	2080	CONTRACT SVC/NON-CLASS	3,834	12,000	7,000	7,000
203-40-4105	2084	CONTRA SVC/PARENT FEES	-	2,000	2,000	2,000
203-40-4105	2086	LEGAL SERVICES	19	3,000	3,000	1,500
203-40-4105	2110	CONFERENCES & MEETINGS	830	2,000	2,000	1,200
203-40-4105	2111	MEMBERSHIPS	2,926	6,000	3,000	2,400
203-40-4105	2113	MILEAGE REIMBURSEMENT	6	-	-	-
203-40-4105	2130	OFFICE EQPT MTCE	1,007	400	200	300
203-40-4105	2140	OFFICE SUPPLIES	4,194	4,300	2,451	3,000
203-40-4105	2141	POSTAGE	1,195	800	800	1,200
203-40-4105	2161	ADMINISTRATIVE COSTS	26	-	-	-
203-40-4105	2170	SPECIAL MAT'LS-SUPPLIES	1,840	5,000	5,000	3,300
203-40-4105	2190	TELEPHONE & FAX	977	1,360	1,360	1,260
203-40-4105	2220	VEHICLE MTCE & SUPPLIES	773	1,200	1,200	1,200
203-40-4105	2240	DUPLICATING SERVICE CHG	1,748	1,000	1,000	1,566
203-40-4105	2250	TRAINING EXPENSE	1,436	500	500	2,100
203-40-4105	2400	AUDIT FEES	2,632	3,300	3,439	2,700
<b>OPERATING EXPENDITURES:</b>			<b>880,145</b>	<b>956,871</b>	<b>946,961</b>	<b>896,141</b>

**CHILD CARE**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
203-40-4105	3870	C/O-FURNITURE & FIXTURES	-	-	-	5,000
203-40-4105	3860	C/O-OFFICE EQUIPMENT	-	20,000	1,668	-
<b>CAPITAL OUTLAY EXPENDITURES:</b>			<b>-</b>	<b>20,000</b>	<b>1,668</b>	<b>5,000</b>
<b>CHILD CARE - STAGE 1 TOTAL:</b>			<b>1,212,660</b>	<b>1,189,667</b>	<b>1,272,402</b>	<b>1,284,047</b>
<b>CHILD CARE PROGRAM TOTAL (ALL FUNDS):</b>			<b>4,582,936</b>	<b>4,752,513</b>	<b>4,402,647</b>	<b>4,872,283</b>



# SENIOR CENTER

## ACTIVITIES AND OBJECTIVES

### Description of Activities

Offering to seniors 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. Programs and services address both the interests and needs of four generations of seniors that include Generation X, Baby Boomers, Silent Generation and GI Generation, as well as the senior populous that may be homebound, frail or have 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 demands of the community, as it relates to the needs and interests of mature adults 50 years and above.
- Provide services such as case management, resources and assistance, and other supportive services for older adults, their families and caregivers.
- Provide the Supportive Services program as funded by the Los Angeles County Workforce Development, Aging and Community Services.
- 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 with linkages to health and wellness, homelessness resources, fitness, personal safety, and mental health resources.
- Develop and disseminate age-appropriate publicity materials.
- Continue to evaluate current programs and services and survey the need for new programs and services.
- Continue to recruit and utilize volunteers in meaningful and productive roles to support the senior center, programs, and activities.
- Provide patrons technological accessibility with free Wi-Fi and access to computers, the internet, City information, programs, and resources.

**Budget Program: Social Services - Senior Center, 4104**

**Full Time Positions**

**Part Time Positions**

Position Title	FY 18-19 Adopted Allocation	FY 19-20 Adopted Allocation	FY 18-19 Budgeted Salary	FY 19-20 Budgeted Salary	Position Title	FY 18-19 Adopted Hours	FY 19-20 Adopted Hours	FY 18-19 Number of PT Positions	FY 19-20 Number of PT Positions	FY 18-19 Budgeted Wages	FY 19-20 Budgeted Wages
Senior Center Manager (a)	0.96	0.96	83,245	83,239	Senior Program Aide	1,500	1,500	1	1	37,220	37,219
Senior Services Coordinator (b)	0.79	0.79	55,601	55,601	Recreation Leader III	3,000	1,860	2	2	75,895	47,066
Office Assistant II	1.00	1.00	55,461	55,464	Recreation Leader II	7,048	5,438	5	4	109,706	84,448
Office Assistant I	1.00	1.00	50,922	46,187	Recreation Leader I	-	1,500	0	1	-	21,869
Recreation Supervisor (c)	1.00	0.79	78,400	65,028							
Social Services Worker II	1.00	2.00	59,003	99,712							
<b>Total General Fund</b>	<b>5.75</b>	<b>6.54</b>	<b>382,632</b>	<b>405,231</b>							
(a) 4% Senior Grant Fund											
(b) 21% Senior Grant Fund											
(c) 12% Senior Nutrition - Home Delivery Program , 7% Senior Nutrition Program, 2% Senior Nutrition - Telephone Reassurance Program											
<b>SENIOR GRANT POSITIONS</b>											
Director of Social Services	0.01	0.00	1,580	-							
Senior Center Manager (d)	0.04	0.04	3,471	3,470							
Senior Services Coordinator (e)	0.21	0.21	14,781	14,780							
Quality Control Specialist (f)	0.00	0.03	-	1,320							
Account Clerk III (g)	0.04	0.04	2,558	2,619							
<b>Total Senior Grant Fund</b>	<b>0.30</b>	<b>0.32</b>	<b>22,390</b>	<b>22,189</b>							
(d) 96% Senior Center											
(e) 79% Senior Center											
(f) 44% Childcare CDE, 44% Childcare Stage 1, 9% Senior Nutrition Program											
(g) 96% Finance											
<b>TOTAL</b>	<b>6.05</b>	<b>6.86</b>	<b>405,022</b>	<b>427,420</b>	<b>TOTAL</b>	<b>11,548</b>	<b>10,298</b>	<b>8</b>	<b>8</b>	<b>222,821</b>	<b>190,602</b>

## SENIOR CENTER

### ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2080	<b>Contract Services - Non Classified:</b>  <i>MTC (Service Track)</i> <i>Adobe Illustrator subscriptions</i> <i>Circuit die-cutting fonts, images, accessories</i> <i>My Senior Center software subscription</i>	<b>\$ 5,000</b>  1,000 900 300 2,800
2111	<b>Memberships:</b> California Park and Recreation Society, Aging Section; National Council on Aging, Motion Picture Licensing Corp, and Elder Justice Coalition	<b>1,500</b>
2140	<b>Office Supplies:</b> General office supplies for operation and general support of the Senior Center	<b>8,500</b>
2179	<b>Special Supplies - Seniors:</b> Special equipment, promotional needs, paper goods, equipment maintenance, coffee, cable TV and popcorn supplies, staff shirts, and medical supplies	<b>45,200</b>
2229	<b>Senior Tours:</b> Day Trips and extended tours for senior participants	<b>25,040</b>
2230	<b>Programs &amp; Activities:</b> Senior Center programs (dances, Volunteer Recognition, workshops, seminars, Green Tea Week, mixers, Candle Light Dinners, and special events)	<b>50,000</b>
2232	<b>Classes:</b> Educational classes for senior participants	<b>19,400</b>

## SENIOR CENTER ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2351	<b>Senior Nutrition Program:</b> Special activities and celebrations for the weekday nutrition program	<b>10,000</b>
2354	<b>Nutrition Program:</b> Congregate weekday meal program for Senior Center	<b>50,000</b>
3860	<b>Capital Outlay - Office Equipment :</b> Copier (replacing asset #12885)	<b>7,200</b>
3870	<b>Capital Outlay - Furniture &amp; Fixture:</b>	<b>59,600</b>
	<i>Rectangular event folding tables (20), (replacing assets #08288, 08289, 08290)</i>	15,800
	<i>Office furniture and cubicle configuration (replacing current office furniture, no asset tag)</i>	43,800
3880	<b>Capital Outlay - Other Equipment:</b>	<b>17,870</b>
	<i>Seated leg curl (replacing asset #8937)</i>	4,770
	<i>54' Stainless steel refrigerator (replacement, no asset tag)</i>	3,100
	<i>Senior Center Flooring (replace carpet with vinyl planking)</i>	6,400
	<i>44" color printer/plotter, new</i>	3,600

## SENIOR CENTER

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-40-4104	1020	SALARIES & WAGES	340,834	382,632	395,602	405,231
101-40-4104	1022	NON PERS - SALARIES & WAGES	1,766	1,848	1,302	-
101-40-4104	1030	PART TIME WAGES	184,293	222,821	191,216	190,602
101-40-4104	1040	OVERTIME SALARY & WAGES	-	-	327	-
101-40-4104	1048	MEDICAL OPT-OUT GEN. UNIT	-	-	4,213	4,800
101-40-4104	1049	BILINGUAL/CERTIFICATION PAY	2,881	3,200	4,083	4,550
101-40-4104	1065	ACCRUED PAID VACATION	1,487	2,400	2,440	2,500
101-40-4104	1080	MEDICARE	7,527	8,887	8,688	8,812
101-40-4104	1082	PERS - EMPLOYEE'S PORTION	5,179	-	-	-
101-40-4104	1083	PERS - EMPLOYER PORTION	85,446	109,080	110,928	128,738
101-40-4104	1085	LIFE INSURANCE	827	1,176	917	735
101-40-4104	1088	LONG-TERM DISABILITY INSURANCE	3,187	3,865	3,456	4,093
101-40-4104	1090	MEDICAL INS - FT EMPLOYEES	60,961	71,746	57,028	69,503
101-40-4104	1091	DENTAL INS - FT EMPLOYEES	5,225	6,716	4,796	6,471
101-40-4104	1092	VISION INS - FT EMPLOYEES	914	874	917	842
101-40-4104	1093	MEDICAL INS - PT EMPLOYEES	2,592	3,420	2,925	3,420
101-40-4104	1094	DENTAL INS - PT EMPLOYEES	117	1,350	39	1,350
101-40-4104	1095	MEDICAL INSURANCE-RETIREEES	12,448	12,800	12,387	12,700
101-40-4104	1097	WORKER'S COMPENSATION	4,488	4,215	4,212	4,629
101-40-4104	1100	ACA AFFORDABILITY STIPEND	23	-	34	-
<b>PERSONNEL EXPENDITURES:</b>			<b>720,195</b>	<b>837,030</b>	<b>805,511</b>	<b>848,976</b>

## SENIOR CENTER

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-40-4104	2050	PUBLICATIONS	929	400	400	1,000
101-40-4104	2079	CONTRACT SRV-NON CLASS	1,020	-	844	-
101-40-4104	2080	CONTRACT SVC	1,000	1,000	1,000	5,000
101-40-4104	2100	UTILITIES	60,443	70,600	65,400	71,500
101-40-4104	2110	CONFERENCES & MEETINGS	1,179	1,500	1,625	2,500
101-40-4104	2111	MEMBERSHIPS	589	1,100	1,100	1,500
101-40-4104	2113	MILEAGE REIMBURSEMENT	-	140	140	140
101-40-4104	2130	OFFICE EQPT MTCE	1,035	900	900	700
101-40-4104	2140	OFFICE SUPPLIES	6,531	7,400	7,400	8,500
101-40-4104	2141	POSTAGE	354	900	900	900
101-40-4104	2179	SPECIAL SUPPLIES-SENIORS	32,013	39,200	40,000	45,200
101-40-4104	2190	TELEPHONE & FAX	6,937	7,400	6,630	7,400
101-40-4104	2229	TOURS	16,481	23,540	20,040	25,040
101-40-4104	2230	PROGRAMS & ACTIVITIES	52,911	47,000	47,500	50,000
101-40-4104	2232	CLASSES	8,541	18,300	18,300	19,400
101-40-4104	2240	DUPLICATING SERVICE CHG	4,320	5,300	5,300	5,300
101-40-4104	2250	TRAINING EXPENSE	563	1,000	1,000	2,500
101-40-4104	2351	SENIOR NUTRITION PROGRAM	3,000	6,000	6,000	10,000
101-40-4104	2354	NUTRITION PROGRAM	75,996	148,000	148,000	50,000
<b>OPERATING EXPENDITURES:</b>			<b>273,841</b>	<b>379,680</b>	<b>372,479</b>	<b>306,580</b>

**SENIOR CENTER**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-40-4104	3860	C/O-OFFICE EQUIPMENT	-	-	-	7,200
101-40-4104	3870	C/O-FURNITURE	-	-	-	59,600
101-40-4104	3880	C/O-OTHER EQUIPMENT	14,438	-	-	17,870
<b>CAPITAL OUTLAY EXPENDITURES:</b>			<b>14,438</b>	<b>-</b>	<b>-</b>	<b>84,670</b>
101-90-9217	3990	<b>GENERAL FUND TRANSFER OUT / CITY'S CONTRIBUTION</b>	19,006	35,455	23,733	35,455
<b>GENERAL FUND - SENIOR CENTER SERVICE TOTAL:</b>			<b>1,027,480</b>	<b>1,252,165</b>	<b>1,201,723</b>	<b>1,275,681</b>

## SENIOR CENTER

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
<b><u>SENIOR GRANT FUND (FUND 217)</u></b>						
217-40-4104	1020	SALARIES & WAGES	24,771	22,390	22,541	22,189
217-40-4104	1022	NON PERS - SALARIES & WAGES	-	26	25	-
217-40-4104	1030	PART TIME WAGES	4,396	-	5,175	-
217-40-4104	1040	OVERTIME SALARY & WAGES	-	-	8	-
217-40-4104	1048	MEDICAL OPT-OUT-GEN. UNIT	74	192	197	192
217-40-4104	1049	BI-LINGUAL/CERTIFICATION PAY	63	50	38	-
217-40-4104	1052	AUTO ALLOWANCE	70	48	20	-
217-40-4104	1060	PAID SICK LEAVE	29	300	-	-
217-40-4104	1065	ACCRUED PAID VACATION	462	800	320	320
217-40-4104	1078	MANAGEMENT BENEFIT 401A	99	-	29	-
217-40-4104	1080	MEDICARE	417	344	411	328
217-40-4104	1081	MGMT BENEFIT/MEDICAL	25	-	59	-
217-40-4104	1082	PERS - EMPLOYEES' PORTION	20	-	-	-
217-40-4104	1083	PERS - EMPLOYER PORTION	6,214	6,385	6,297	7,473
217-40-4104	1085	LIFE INSURANCE	56	76	67	71
217-40-4104	1088	LONG-TERM DISABILITY INSURANCE	233	226	192	223
217-40-4104	1090	MEDICAL INS - FT EMPLOYEES	4,239	3,799	3,655	4,032
217-40-4104	1091	DENTAL INS - FT EMPLOYEES	394	305	295	329



**SENIOR CENTER**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
217-40-4104	1092	VISION INS - FT EMPLOYEES	51	43	40	44
217-40-4104	1093	MEDICAL INS - PT EMPLOYEES	421	-	495	-
217-40-4104	1094	DENTAL INS - PT EMPLOYEES	4	-	-	-
217-40-4104	1097	WORKER'S COMPENSATION	276	246	240	254
217-40-4104	1100	ACA AFFORDABILITY STIPEND	-	-	7	-
<b>PERSONNEL EXPENDITURES:</b>			<b>42,316</b>	<b>35,230</b>	<b>40,110</b>	<b>35,455</b>

**SENIOR CENTER**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
217-40-4104	2037	TITLE IIIB CONTRACT SVC	16,731	54,389	36,626	54,389
217-40-4104	2038	TITLE IIIE CONTRACT SVC	9,252	-	12,879	-
217-40-4104	2039	CBSP CONTRACT SVC	2,184	-	4,884	-
217-40-4104	2140	OFFICE SUPPLIES	83	125	125	-
217-40-4104	2141	POSTAGE	29	100	100	-
<b>OPERATING EXPENDITURES:</b>			<b>28,279</b>	<b>54,614</b>	<b>54,614</b>	<b>54,389</b>
217-90-9101	4790	<b>TRANSFER IN / CITY'S FUNDING</b>	<b>(19,006)</b>	<b>(35,455)</b>	<b>(23,733)</b>	<b>(35,455)</b>
<b>SENIOR GRANT FUND TOTAL:</b>			<b>51,589</b>	<b>54,389</b>	<b>70,991</b>	<b>54,389</b>
745-40-4104	3860	C/O-OFFICE EQUIPMENT	4,557	-	2,405	-
<b>EQUIPMENT REPLACEMENT FUND - SENIOR CENTER FUND TOTAL:</b>			<b>4,557</b>	<b>-</b>	<b>2,405</b>	<b>-</b>

**SENIOR CENTER**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
906-00-0212	3870	C/O-FURNITURE	-	28,700	-	-
		<b>4166 - SR. PROGRAM DONATION ACCOUNT - SENIOR CENTER</b>	-	<b>28,700</b>	-	-
		<b>TOTAL:</b>				
		<b>SENIOR CENTER SERVICES TOTAL (ALL FUNDS):</b>	<b>1,083,626</b>	<b>1,335,254</b>	<b>1,275,119</b>	<b>1,330,070</b>

# SENIOR NUTRITION PROGRAM

## ACTIVITIES AND OBJECTIVES

### Description of Activities

County of Los Angeles Community and Senior Services has established the Elderly Nutrition Program to provide meals and other supportive services to Older Individuals. The Elderly Nutrition Program's goal is to maintain or improve the physical, psychological, and social well-being of Older Individuals by providing them with appropriate nutrition services, offering to those 60 years and older a group setting at the Senior Center and Social Services Center.

### Objectives

- Serve meals that provide one-third (1/3) of the Recommend Dietary Allowance (RDAs), are safe, and of good quality.
- Promote and maintain high food safety and sanitation standards.
- Promote good health behaviors through nutrition education and nutrition screening of clients.
- 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.
- Provide services such as case management, information and assistance, and other supportive services for older adults, their families, and caregivers.
- Provide the Supportive Services program as funded by the Los Angeles County Workforce Development, Aging and Community Services.
- 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 recruit and utilize volunteers in meaningful and productive roles to support the senior program.

**Budget Program: Social Services - Senior Nutrition Program, 4111**

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 18-19 Adopted Allocation</b>	<b>FY 19-20 Adopted Allocation</b>	<b>FY 18-19 Budgeted Salary</b>	<b>FY 19-20 Budgeted Salary</b>	<b>Position Title</b>	<b>FY 18-19 Adopted Hours</b>	<b>FY 19-20 Adopted Hours</b>	<b>FY 18-19 Number of PT Positions</b>	<b>FY 19-20 Number of PT Positions</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Wages</b>
Recreation Supervisor (a)	0.00	0.07	-	5,760	Site Manager	-	3,120	0	1	-	47,735
Quality Control Specialist (b)	0.00	0.09	-	3,959	Dishwasher	-	1,560	0	2	-	23,868
					Nutrition Program Aide	-	4,160	0	4	-	63,647
(a) 79% Senior Programs, 12% Home Delivered Program, 2% Telephone Reassurance Program											
(b) 44% Childcare CDE, 44% Childcare Stage 1, 3% Senior Program											
<b>TOTAL</b>	<b>0.00</b>	<b>0.16</b>	<b>-</b>	<b>9,719</b>	<b>TOTAL</b>	<b>0</b>	<b>8,840</b>	<b>0</b>	<b>7</b>	<b>-</b>	<b>135,250</b>

**SENIOR NUTRITION PROGRAM**  
ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2030	<b>Congregate Meals:</b> Nutrition meals for older individuals	\$ 206,399
2130	<b>Office Equipment Maintenance:</b> Supplies for equipment	2,400
2140	<b>Office Supplies:</b> General office supplies for operation and general support of the Senior Nutrition Program	1,200
2170	<b>Special Materials &amp; Supplies:</b> Pest control	2,160
2250	<b>Training Expense:</b> Educational health and safety required training for grant	3,500

## SENIOR NUTRITION PROGRAM

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-90-9239	3990	INTER FUND TRANSFER	-	-	-	52,344
<b>GENERAL FUND - SENIOR NUTRITION PROGRAM TOTAL:</b>			-	-	-	<b>52,344</b>
<b><u>Senior Nutrition Program - Onsite Meal Service</u></b>						
239-40-4111	1020	REG SALARIES & WAGES	-	-	-	9,719
239-40-4111	1030	PART TIME WAGES	-	-	-	135,250
239-40-4111	1080	MEDICARE	-	-	-	2,102
239-40-4111	1083	PERS - EMPLOYER PORTION	-	-	-	3,088
239-40-4111	1085	LIFE INSURANCE	-	-	-	25
239-40-4111	1088	LONG-TERM DISABILITY INSURANCE	-	-	-	98
239-40-4111	1090	MEDICAL INS - FT EMPLOYEES	-	-	-	1,882
239-40-4111	1091	DENTAL INS - FT EMPLOYEES	-	-	-	188
239-40-4111	1092	VISION INS - FT EMPLOYEES	-	-	-	25
239-40-4111	1097	WORKER'S COMPENSATION	-	-	-	111
<b>PERSONNEL EXPENDITURES:</b>			-	-	-	<b>152,488</b>

## SENIOR NUTRITION PROGRAM

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
239-40-4111	2030	CONGREGATE MEALS	-	-	-	206,399
239-40-4111	2130	OFFICE EQPT MTCE	-	-	-	2,400
239-40-4111	2140	OFFICE SUPPLIES	-	-	-	1,200
239-40-4111	2170	SPECIAL MAT'LS-SUPPLIES	-	-	-	2,160
239-40-4111	2250	TRAINING EXPENSE	-	-	-	3,500
<b>OPERATING EXPENDITURES:</b>			-	-	-	<b>215,659</b>
<b>SENIOR NUTITION PROGRAM TOTAL:</b>			-	-	-	<b>368,147</b>



**Budget Program: Social Services - Home Delivered Program, 4112**

**Full Time Positions**

**Part Time Positions**

Position Title	FY 18-19 Adopted Allocation	FY 19-20 Adopted Allocation	FY 18-19 Budgeted Salary	FY 19-20 Budgeted Salary	Position Title	FY 18-19 Adopted Hours	FY 19-20 Adopted Hours	FY 18-19 Number of PT Positions	FY 19-20 Number of PT Positions	FY 18-19 Budgeted Wages	FY 19-20 Budgeted Wages
Recreation Supervisor (a)	0.00	0.12	-	9,876	Meal Driver	-	3,120	0	4	-	42,215
					Social Services Worker I	-	3,120	0	1	-	62,266
(a) 79% Senior Programs, 7% Senior Nutrition Program , 2% Telephone Reassurance Program											
<b>TOTAL</b>	<b>0.00</b>	<b>0.12</b>	<b>-</b>	<b>9,876</b>	<b>TOTAL</b>	<b>0</b>	<b>6,240</b>	<b>0</b>	<b>5</b>	<b>-</b>	<b>104,481</b>

**HOME DELIVERED PROGRAM**  
ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2030	<b>Hot meals:</b> Senior Nutrition Program delivered meals	\$ 149,400
2031	<b>Frozen meals:</b> Senior Nutrition Program delivered meals for weekends	41,877
2032	<b>Emergency meals:</b> Senior Nutrition Program delivered meals for emergency situations	14,880
2057	<b>Promotional Advertising:</b> Giveaways and resource pamphlets	8,640
2140	<b>Office Supplies:</b> General office supplies for operation and general support of the Home Delivered Program	8,640
2170	<b>Special Materials &amp; Supplies:</b> Plates, bows, cups, and utensils	7,200
2250	<b>Training Expense:</b> Educational health and safety required training for grant	4,000

## SENIOR NUTRITION PROGRAM

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
<b><u>Home Delivered Program</u></b>						
239-40-4112	1020	REG SALARIES & WAGES	-	-	-	9,876
239-40-4112	1030	PART TIME WAGES	-	-	-	104,481
239-40-4112	1080	MEDICARE	-	-	-	1,658
239-40-4112	1083	PERS - EMPLOYER PORTION	-	-	-	3,138
239-40-4112	1085	LIFE INSURANCE	-	-	-	39
239-40-4112	1088	LONG-TERM DISABILITY INSURANCE	-	-	-	100
239-40-4112	1090	MEDICAL INS - FT EMPLOYEES	-	-	-	1,004
239-40-4112	1091	DENTAL INS - FT EMPLOYEES	-	-	-	141
239-40-4112	1092	VISION INS - FT EMPLOYEES	-	-	-	19
239-40-4112	1097	WORKER'S COMPENSATION	-	-	-	113
<b>PERSONNEL EXPENDITURES:</b>			-	-	-	<b>120,569</b>

**SENIOR NUTRITION PROGRAM**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
239-40-4112	2030	HOT MEALS	-	-	-	149,400
239-40-4112	2031	FROZEN MEALS	-	-	-	41,877
239-40-4112	2032	EMERGENCY MEALS	-	-	-	14,880
239-40-4112	2057	PROMOTIONAL ADVERTISING	-	-	-	8,640
239-40-4112	2130	OFFICE EQPT MTCE	-	-	-	7,200
239-40-4112	2140	OFFICE SUPPLIES	-	-	-	8,640
239-40-4112	2170	SPECIAL MAT'LS-SUPPLIES	-	-	-	7,200
239-40-4112	2190	TELEPHONE & FAX	-	-	-	10,320
239-40-4112	2240	DUPLICATING SERVICE CHG	-	-	-	8,640
239-40-4112	2250	TRAINING EXPENSE	-	-	-	4,000
<b>OPERATING EXPENDITURES:</b>			-	-	-	<b>260,797</b>
<b>HOME DELIVERED PROGRAM -</b>			-	-	-	-
<b>TOTAL:</b>			-	-	-	<b>381,366</b>

**Budget Program: Social Services - Telephone Reassurance Program, 4113**

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 18-19 Adopted Allocation</b>	<b>FY 19-20 Adopted Allocation</b>	<b>FY 18-19 Budgeted Salary</b>	<b>FY 19-20 Budgeted Salary</b>	<b>Position Title</b>	<b>FY 18-19 Adopted Hours</b>	<b>FY 19-20 Adopted Hours</b>	<b>FY 18-19 Number of PT Positions</b>	<b>FY 19-20 Number of PT Positions</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Wages</b>
Recreation Supervisor (a)	0.00	0.02	-	1,644							
(a) 79% Senior Center, 12% Home Delivered Program, 7% Senior Nutrition Program											
<b>TOTAL</b>	<b>0.00</b>	<b>0.02</b>	<b>-</b>	<b>1,644</b>	<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>-</b>

**TELEPHONE REASSURANCE PROGRAM**  
ACTIVITY DETAIL

<b>Account Number</b>	<b>Description</b>	<b>FY 19-20 COST</b>
2190	Telephone: Telephone calls to residents regarding delivered meals	\$ 400

**SENIOR NUTRITION PROGRAM**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
<b><u>Telephone Reassurance Program</u></b>						
239-40-4113	1020	REG SALARIES & WAGES	-	-	-	1,644
239-40-4113	1080	MEDICARE	-	-	-	24
239-40-4113	1083	PERS - EMPLOYER PORTION	-	-	-	523
239-40-4113	1085	LIFE INSURANCE	-	-	-	7
239-40-4113	1088	LONG-TERM DISABILITY INSURANCE	-	-	-	17
239-40-4113	1090	MEDICAL INS - FT EMPLOYEES	-	-	-	168
239-40-4113	1091	DENTAL INS - FT EMPLOYEES	-	-	-	24
239-40-4113	1092	VISION INS - FT EMPLOYEES	-	-	-	4
239-40-4113	1097	WORKER'S COMPENSATION	-	-	-	19
<b>PERSONNEL EXPENDITURES:</b>			-	-	-	<b>2,430</b>
239-40-4113	2190	TELEPHONE & FAX	-	-	-	400
<b>OPERATING EXPENDITURES:</b>			-	-	-	<b>400</b>
<b>TELEPHONE REASSURANCE PROGRAM - TOTAL:</b>			-	-	-	<b>2,830</b>

**SENIOR NUTRITION PROGRAM**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
239-90-9101	4790	TRANSFER IN / CITY'S FUNDING	-	-	-	<b>(52,344)</b>
<b>SENIOR NUTRITION PROGRAM FUND TOTAL:</b>			-	-	-	<b>699,999</b>
<b>SENIOR NUTRITION PROGRAM TOTAL (ALL FUNDS):</b>			-	-	-	<b>752,343</b>



# 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 and 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.

**Budget Program: Social Services - Dispute Resolution, 4106**

**Full Time Positions**

**Part Time Positions**

Position Title	FY 18-19	FY 19-20	FY 18-19	FY 19-20	Position Title	FY 18-19	FY 19-20	FY 18-19	FY 19-20	FY 18-19	FY 19-20
	Adopted Allocation	Adopted Allocation	Budgeted Salary	Budgeted Salary		Adopted Hours	Adopted Hours	Number of PT Positions	Number of PT Positions	Budgeted Wages	Budgeted Wages
Account Clerk III	0.03	0.00	1,919	-	Dispute Resolution Coordinator	1,820	-	1	0	45,160	-
<b>TOTAL</b>	<b>0.03</b>	<b>0.00</b>	<b>1,919</b>	<b>-</b>	<b>TOTAL</b>	<b>1,820</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>45,160</b>	<b>-</b>

## DISPUTE RESOLUTION PROGRAM

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
249-40-4106	1020	SALARIES & WAGES	1,550	1,919	2,496	-
249-40-4106	1022	NON PERS - SALARIES & WAGES	58	19	19	-
249-40-4106	1030	PART TIME WAGES	29,993	45,160	34,637	-
249-40-4106	1048	MEDICAL OPT-OUT-GEN. UNIT	43	144	144	-
249-40-4106	1049	BILINGUAL/CERTIFICATION PAY	558	500	657	-
249-40-4106	1078	MANAGEMENT BENEFIT 401A	1	-	-	-
249-40-4106	1080	MEDICARE	467	796	550	-
249-40-4106	1081	MGMT BENEFIT/MEDICAL	6	-	-	-
249-40-4106	1082	PERS - EMPLOYEES' PORTION	30	-	-	-
249-40-4106	1083	PERS - EMPLOYER PORTION	390	548	698	-
249-40-4106	1085	LIFE INSURANCE	4	8	7	-
249-40-4106	1088	LONG-TERM DISABILITY INSURANCE	11	19	26	-
249-40-4106	1090	MEDICAL INS - FT EMPLOYEES	85	-	300	-
249-40-4106	1091	DENTAL INS - FT EMPLOYEES	13	-	24	-
249-40-4106	1092	VISION INS - FT EMPLOYEES	2	-	3	-
249-40-4106	1093	MEDICAL INS - PT EMPLOYEES	-	2,800	-	-
249-40-4106	1094	DENTAL INS - PT EMPLOYEES	442	1,400	-	-
249-40-4106	1097	WORKER'S COMPENSATION	24	21	24	-
<b>PERSONNEL EXPENDITURES:</b>			<b>33,676</b>	<b>53,335</b>	<b>39,585</b>	<b>-</b>

**DISPUTE RESOLUTION PROGRAM**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
249-40-4106	2057	PROMOTIONAL ADVERTISING	614	1,000	1,000	-
249-40-4106	2080	CONTRACT SVC/NON-CLASS	-	1,000	1,000	-
249-40-4106	2110	CONFERENCES & MEETINGS	1,049	500	500	-
249-40-4106	2111	MEMBERSHIPS	-	500	500	-
249-40-4106	2113	MILEAGE REIMBURSEMENT	-	50	50	-
249-40-4106	2140	OFFICE SUPPLIES	1,461	1,238	1,238	-
249-40-4106	2141	POSTAGE	35	-	-	-
249-40-4106	2170	SPECIAL MAT'LS-SUPPLIES	385	400	400	-
249-40-4106	2190	TELEPHONE & FAX	257	200	200	-
249-40-4106	2240	DUPLICATING SERVICE CHG	797	-	-	-
249-40-4106	2250	TRAINING EXPENSE	17	700	700	-
		<b>OPERATING EXPENDITURES:</b>	<b>4,615</b>	<b>5,588</b>	<b>5,588</b>	<b>-</b>
249-90-9101	4790	<b>TRANSFER IN / CITY'S GRANT MATCH</b>	<b>(12,875)</b>	<b>(33,474)</b>	<b>(29,201)</b>	<b>-</b>
		<b>DISPUTE RESOLUTION GRANT FUND TOTAL:</b>	<b>25,416</b>	<b>25,449</b>	<b>15,972</b>	<b>-</b>
101-90-9249	3990	<b>GENERAL FUND TRANSFER OUT/ CITY'S CONTRIBUTION</b>	<b>12,875</b>	<b>33,474</b>	<b>19,724</b>	<b>-</b>
		<b>DISPUTE RESOLUTION TOTAL (ALL FUNDS):</b>	<b>38,292</b>	<b>58,923</b>	<b>35,697</b>	<b>-</b>

**SOCIAL SERVICES BUDGET PROGRAM:  
BUDGET UNIT: 101-40-4108**

**ANGEL TREE**

<b>FULL TIME POSITIONS</b>		
<b>Position Title</b>	<b>FY 18-19 Budget</b>	<b>FY 19-20 Budget</b>
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	-
Child Care Supervisor	8	8
Eligibility Worker	16	16
Payment Specialist	8	8
<b>TOTAL</b>	<b>104</b>	<b>96</b>

<b>PART TIME POSITIONS</b>				
<b>Position Title</b>	<b>FY 18-19 Budgeted Hours</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Hours</b>	<b>FY 19-20 Budgeted Wages</b>
Recreation Leader III	10	253	10	253
Recreation Leader II	56	878	56	878
Senior Program Aide	8	198	8	198
Public Safety Officer	66	1,819	66	1,819
Dispute Resolution Prog	8	199	-	-
Dental Clerk	8	158	-	-
Social Services Worker I	8	180	40	902
Intake Specialist	8	173	-	-
QC Specialist	8	190	-	-
<b>TOTAL</b>	<b>180</b>	<b>4,048</b>	<b>180</b>	<b>4,050</b>

<b>BUDGET UNIT</b>	<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-40-4108	1030	PART TIME WAGES	1,910	4,049	1,370	4,050
101-40-4108	1080	MEDICARE	27	59	20	59
<b>PERSONNEL EXPENDITURES:</b>			<b>1,937</b>	<b>4,108</b>	<b>1,389</b>	<b>4,109</b>
101-40-4108	2230	PROGRAMS & ACTIVITIES	6,043	7,400	11,086	7,500
<b>OPERATING EXPENDITURES:</b>			<b>6,043</b>	<b>7,400</b>	<b>11,086</b>	<b>7,500</b>
<b>ANGEL TREE</b>			<b>7,980</b>	<b>11,508</b>	<b>12,475</b>	<b>11,609</b>

# 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.

City-wide 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 on line.
- Explore opportunities for grant funding to improve public facilities and open space.
- Improve and enhance recreation facilities.

**Budget Program: Recreation, 5101**

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 18-19 Adopted Allocation</b>	<b>FY 19-20 Adopted Allocation</b>	<b>FY 18-19 Budgeted Salary</b>	<b>FY 19-20 Budgeted Salary</b>	<b>Position Title</b>	<b>FY 18-19 Adopted Hours</b>	<b>FY 19-20 Adopted Hours</b>	<b>FY 18-19 Number of PT Positions</b>	<b>FY 19-20 Number of PT Positions</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Wages</b>
Director of Recreation & Park Services	1.00	1.00	143,292	156,726	Recreation Leader III	6,240	6,240	4	4	157,861	157,898
Recreation & Parks Superintendent	1.00	1.00	114,881	104,931	Recreation Leader II	22,007	22,007	38	38	345,116	345,077
Recreation Supervisor	2.00	2.00	171,142	164,832	Recreation Leader I	8,599	8,599	10	10	119,257	125,366
Recreation Coordinator	2.00	2.00	116,421	105,975							
Office Assistant III	1.00	1.00	67,945	67,956							
Creative Coordinator (a)	0.40	0.40	32,927	34,572							
Office Assistant II	1.00	1.00	55,461	55,464							
					<b>Recreation Unit Subtotal</b>	<b>36,846</b>	<b>36,846</b>	<b>52</b>	<b>52</b>	<b>622,234</b>	<b>628,341</b>
					Youth Worker	10,876	10,876	50	50	119,636	130,512
(a) 60% Communications & Public Affairs					<b>Summer Youth Worker Unit Subtotal</b>	<b>10,876</b>	<b>10,876</b>	<b>50</b>	<b>50</b>	<b>119,636</b>	<b>130,512</b>
<b>TOTAL</b>	<b>8.40</b>	<b>8.40</b>	<b>702,069</b>	<b>690,456</b>	<b>TOTAL</b>	<b>47,722</b>	<b>47,722</b>	<b>102</b>	<b>102</b>	<b>741,870</b>	<b>758,853</b>

**RECREATION**  
ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
<b>2080</b>	<b>Contract Services - Non-Classified:</b>  <i>Quarterly department brochure</i> <i>Summer youth employment</i> <i>General recreation programs</i> <i>Adaptive recreation programs</i> <i>Contract classes</i>	<b>\$ 130,500</b>  65,000 9,000 8,500 2,000 46,000
<b>2111</b>	<b>Memberships:</b>  California Parks and Recreation Society, Southern California Municipal Athletic Federation, and National Recreation and Park Association	<b>1,800</b>
<b>2170</b>	<b>Special Materials &amp; Supplies:</b>  Sproul Museum and Hargitt House, program promotional items, special paper, specialized rental, general recreation programs, and special craft supplies	<b>10,000</b>
<b>2230</b>	<b>Programs &amp; Activities:</b>  <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 programs</i> <i>Sproul Museum and Hargitt House</i> <i>Summer youth employment</i>	<b>79,800</b>  40,800 15,000 16,000 2,000 6,000



**RECREATION**

ACTIVITY DETAIL

<b>Account Number</b>	<b>Description</b>	<b>FY 19-20 COST</b>
3860	<b>Capital Outlay - Office Equipment :</b> Copier (replacing asset #12886)	7,200

**RECREATION - GENERAL PROGRAMS**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-50-5101	1020	REG SALARIES & WAGES	672,143	702,069	731,661	690,456
101-50-5101	1022	NON PERS - SALARIES & WAGES	3,040	2,410	3,105	-
101-50-5101	1030	PART TIME WAGES	526,701	622,234	519,143	628,341
101-50-5101	1040	OVERTIME SALARY & WAGES	54	3,500	-	3,500
101-50-5101	1045	COMP TIME PAY	8,649	1,500	-	1,500
101-50-5101	1048	MEDICAL OPT-OUT-GEN. UNIT	12,135	16,320	11,352	11,520
101-50-5101	1049	BILINGUAL/CERTIFICATION PAY	4,250	3,900	2,795	1,950
101-50-5101	1052	AUTO ALLOWANCE	4,800	4,800	4,800	4,800
101-50-5101	1060	PAID SICK LEAVE	6,935	6,500	8,728	7,000
101-50-5101	1065	ACCRUED PAID VACATION	38,038	17,600	23,509	18,000
101-50-5101	1070	PAID SICK LEAVE ON TERMINATION	22,104	-	81	-
101-50-5101	1078	MANAGEMENT BENEFIT 401A	7,221	8,030	8,142	8,369
101-50-5101	1080	MEDICARE	18,524	20,071	19,043	20,162
101-50-5101	1081	MGMT BENEFIT/MEDICAL	8,311	3,277	11,370	15,162
101-50-5101	1082	PERS - EMPLOYEES' PORTION	7,958	-	-	-
101-50-5101	1083	PERS - EMPLOYER PORTION	168,811	200,144	204,541	219,347
101-50-5101	1084	UNIFORM ALLOWANCE	5,318	6,000	1,811	6,000
101-50-5101	1085	LIFE INSURANCE	1,953	1,541	1,823	1,798
101-50-5101	1088	LONG-TERM DISABILITY INSURANCE	6,950	7,091	6,511	6,974
101-50-5101	1090	MEDICAL INS - FT EMPLOYEES	68,550	80,370	66,697	69,318
101-50-5101	1091	DENTAL INS - FT EMPLOYEES	7,565	5,840	7,729	7,008
101-50-5101	1092	VISION INS - FT EMPLOYEES	1,470	1,184	1,475	1,336

**RECREATION - GENERAL PROGRAMS**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-50-5101	1093	MEDICAL INS - PT EMPLOYEES	13,171	13,680	10,513	13,680
101-50-5101	1094	DENTAL INS - PT EMPLOYEES	5,685	7,470	8,036	7,470
101-50-5101	1095	MEDICAL INS - RETIREES	29,457	29,700	35,929	47,500
101-50-5101	1096	UNEMPLOYMENT INSURANCE	282	1,000	454	-
101-50-5101	1097	WORKER'S COMPENSATION	22,128	115,233	115,188	103,886
101-50-5101	1100	ACA AFFORDABILITY STIPEND	291	480	835	480
<b>PERSONNEL EXPENDITURES:</b>			<b>1,672,494</b>	<b>1,881,944</b>	<b>1,805,269</b>	<b>1,895,557</b>

**RECREATION - GENERAL PROGRAMS**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-50-5101	2057	PROMOTIONAL ADVERTISING	6,582	10,000	10,000	10,000
101-50-5101	2080	CONTRACT SVC/NON-CLASS	1,159	3,500	3,500	3,500
101-50-5101	2100	UTILITIES	1,494	1,400	1,400	2,200
101-50-5101	2110	CONFERENCES & MEETINGS	2,198	6,000	6,000	6,000
101-50-5101	2111	MEMBERSHIPS	1,705	1,800	1,800	1,800
101-50-5101	2130	OFFICE EQPT MTCE	1,632	1,800	1,800	600
101-50-5101	2140	OFFICE SUPPLIES	19,045	20,000	20,000	20,000
101-50-5101	2141	POSTAGE	2,337	2,900	2,900	2,900
101-50-5101	2170	SPECIAL MAT'LS-SUPPLIES	8,358	10,000	10,000	10,000
101-50-5101	2190	TELEPHONE & FAX	21,679	32,800	22,000	25,300
101-50-5101	2220	VEHICLE MTCE & SUPPLIES	18,538	11,600	11,600	16,690
101-50-5101	2230	PROGRAMS & ACTIVITIES	7,618	15,000	1,500	15,000
101-50-5101	2240	DUPLICATING SERVICE CHG	13,105	18,600	18,600	18,600
101-50-5101	2250	TRAINING EXPENSE	2,329	4,000	4,000	4,000
101-50-5101	2490	ACTIVE NET PROCESSING FEES	36,478	33,000	33,000	33,000
<b>OPERATING EXPENDITURES:</b>			<b>144,258</b>	<b>172,400</b>	<b>148,100</b>	<b>169,590</b>

**RECREATION - GENERAL PROGRAMS**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-50-5101	3860	C/O-OFFICE EQUIPMENT	11,978	-	-	7,200
101-50-5101	3870	C/O-FURNITURE & FIXTURE	6,110	-	-	-
101-50-5101	3880	MISCELLANEOUS OTHER	9,161	22,710	22,710	-
<b>CAPITAL OUTLAY EXPENDITURES:</b>			<b>27,250</b>	<b>22,710</b>	<b>22,710</b>	<b>7,200</b>
<b>GENERAL FUND - RECREATION ADMIN TOTAL:</b>			<b>1,844,001</b>	<b>2,077,054</b>	<b>1,976,079</b>	<b>2,072,347</b>

**RECREATION - GENERAL PROGRAMS**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
<b><u>COMMUNITY SERVICES MARKETING:</u></b>						
101-50-5102	2080	CONTRACT SVC/NON-CLASS	61,845	63,500	63,500	65,000
<b>GENERAL FUND - COMM. SVC/MARKETING TOTAL:</b>			<b>61,845</b>	<b>63,500</b>	<b>63,500</b>	<b>65,000</b>
<b><u>SPROUL MUSEUM/HARGITT HOUSE:</u></b>						
101-50-5103	1030	PART TIME WAGES	-	-	140	-
101-50-5103	1080	MEDICARE	-	-	2	-
101-50-5103	2100	UTILITIES	5,006	4,400	4,400	4,400
101-50-5103	2170	SPECIAL MAT'LS-SUPPLIES	868	1,500	1,500	1,500
101-50-5103	2230	PROGRAMS & ACTIVITIES	1,936	2,000	2,000	2,000
<b>GENERAL FUND - SPROUL MUSEUM/HARGITT HOUSE TOTAL:</b>			<b>7,811</b>	<b>7,900</b>	<b>8,042</b>	<b>7,900</b>

**RECREATION - GENERAL PROGRAMS**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
<b><u>SUMMER YOUTH EMPLOYMENT:</u></b>						
101-50-5106	1030	PART TIME WAGES	111,356	119,636	119,636	130,512
101-50-5106	1080	MEDICARE	1,615	1,735	1,735	1,892
101-50-5106	2080	CONTRACT SVC/NON-CLASS	5,858	9,000	9,000	9,000
101-50-5106	2230	PROGRAMS & ACTIVITIES	6,613	6,000	6,000	6,000
<b>GENERAL FUND - SUMMER YOUTH EMPLOYMENT TOTAL:</b>			<b>125,442</b>	<b>136,371</b>	<b>136,371</b>	<b>147,404</b>

**RECREATION - GENERAL PROGRAMS**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
<b><u>GENERAL RECREATION PROGRAMS:</u></b>						
101-50-5204	2080	CONTRACT SVC/NON-CLASS	5,876	5,000	5,000	5,000
101-50-5204	2170	SPECIAL MAT'LS-SUPPLIES	941	1,000	1,000	1,000
101-50-5204	2230	PROGRAMS & ACTIVITIES	35,205	34,600	34,600	40,800
<b>GENERAL FUND - GENERAL RECREATION PROGRAM TOTAL:</b>			<b>42,023</b>	<b>40,600</b>	<b>40,600</b>	<b>46,800</b>
<b><u>ADAPTIVE RECREATION:</u></b>						
101-50-5206	2080	CONTRACT SVC/NON-CLASS	2,135	2,000	2,000	2,000
101-50-5206	2230	PROGRAMS & ACTIVITIES	11,592	14,000	14,000	16,000
<b>GENERAL FUND - ADAPTIVE RECREATION TOTAL:</b>			<b>13,726</b>	<b>16,000</b>	<b>16,000</b>	<b>18,000</b>



**RECREATION - GENERAL PROGRAMS**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
<b><u>CONTRACT CLASSES:</u></b>						
101-50-5210	2080	CONTRACT SVC/NON-CLASS	41,093	46,000	46,000	46,000
<b>GENERAL FUND - CONTRACT CLASSES TOTAL:</b>			<b>41,093</b>	<b>46,000</b>	<b>46,000</b>	<b>46,000</b>
<hr/>						
<b>GENERAL FUND - RECREATION SERVICES TOTAL:</b>			<b>2,135,942</b>	<b>2,387,425</b>	<b>2,286,592</b>	<b>2,403,451</b>

**RECREATION - GENERAL PROGRAMS**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
745-50-5101	3860	C/O-OFFICE EQUIPMENT	1,865	-	3,763	-
		<b>EQUIPMENT REPLACEMENT FUND - RECREATION TOTAL:</b>	<b>1,865</b>	<b>-</b>	<b>3,763</b>	<b>-</b>
746-50-5101	3820	C/O-AUTOMOTIVE EQUIPMENT	66,625	39,500	39,500	-
		<b>VEHICLE &amp; EQUIPMENT REPLACEMENT FUND - RECREATION TOTAL:</b>	<b>66,625</b>	<b>39,500</b>	<b>39,500</b>	<b>-</b>
		<b>RECREATION SERVICE TOTAL (ALL FUNDS):</b>	<b>2,204,432</b>	<b>2,426,925</b>	<b>2,329,855</b>	<b>2,403,451</b>

**ALL CITY BAND**  
ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2080	<b>Contract Services - Non-Classified:</b>  <i>All City Youth Band Director</i> <i>Drill Team Advisor</i> <i>Tall Flags Advisor</i>	<b>\$ 37,000</b>  25,000 6,000 6,000
2222	<b>Vehicle Refurbishment:</b> Minor repairs, repaint, and re-decal of All City Band truck	<b>10,000</b>
2230	<b>Programs &amp; Activities:</b> Music sheets, bus rental fees, instrument repairs, uniform cleaning, cleaning and repairs, supplies for performances, and refreshments	<b>8,000</b>

**ALL CITY BAND**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-50-5202	1035	CONTRACT EMPLOYEES	37,000	-	-	-
101-50-5202	1080	MEDICARE	537	-	-	-
<b>PERSONNEL EXPENDITURES:</b>			<b>37,536</b>	<b>-</b>	<b>-</b>	<b>-</b>
101-50-5202	2080	CONTRACT SVC/NON-CLASS	-	37,000	37,000	37,000
101-50-5202	2222	VEHICLE REFURBISHMENT	-	-	-	10,000
101-50-5202	2230	PROGRAMS & ACTIVITIES	8,655	8,000	8,000	8,000
<b>OPERATING EXPENDITURES:</b>			<b>8,655</b>	<b>45,000</b>	<b>45,000</b>	<b>55,000</b>
<b>GENERAL FUND - ALL CITY BAND TOTAL:</b>			<b>46,192</b>	<b>45,000</b>	<b>45,000</b>	<b>55,000</b>



**AQUATICS**  
ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2080	<b>Contract Services - Non-Classified:</b> Contract class instructors at the Aquatic Pavilion, timers for swim meets	\$ 3,000
2170	<b>Special Materials &amp; Supplies:</b> Kickboards, umbrellas, swim lesson certificates, pool flyers, training equipment, and teaching equipment	10,000
2230	<b>Programs &amp; Activities:</b> Swim classes and special events	10,000

## AQUATICS

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-50-5203	1030	PART TIME WAGES	259,011	285,252	235,825	285,195
101-50-5203	1080	MEDICARE	3,756	4,136	3,419	4,135
101-50-5203	1093	MEDICAL INS - PT EMPLOYEES	-	-	112	3,840
101-50-5203	1094	DENTAL INS - PT EMPLOYEES	-	-	-	5,050
101-50-5203	1999	ALLOCATED PAYROLL	(25,749)	-	-	-
<b>PERSONNEL EXPENDITURES:</b>			<b>237,019</b>	<b>289,388</b>	<b>239,357</b>	<b>298,220</b>
101-50-5203	2080	CONTRACT SVC/NON-CLASS	-	3,000	3,000	3,000
101-50-5203	2082	CONTRACT SVC/PARKS	887	-	-	-
101-50-5203	2100	UTILITIES	71,017	83,300	88,590	87,900
101-50-5203	2140	OFFICE SUPPLIES	1,385	1,500	1,500	1,500
101-50-5203	2170	SPECIAL MAT'LS-SUPPLIES	6,554	10,000	10,000	10,000
101-50-5203	2190	TELEPHONE & FAX	2,387	2,000	1,500	2,000
101-50-5203	2230	PROGRAMS & ACTIVITIES	10,110	10,000	10,000	10,000
<b>OPERATING EXPENDITURES:</b>			<b>92,340</b>	<b>109,800</b>	<b>114,590</b>	<b>114,400</b>

## AQUATICS

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-50-5203	3880	MISCELLANEOUS OTHER	3,072	-	-	-
<b>CAPITAL OUTLAY EXPENDITURES:</b>			<b>3,072</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>AQUATICS TOTAL (ALL FUNDS):</b>			<b>332,430</b>	<b>399,188</b>	<b>353,947</b>	<b>412,620</b>





# NORWALK ARTS & SPORTS COMPLEX

## ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2080	<b>Contract Services - Non-Classified:</b> Contract class instructors at the NASC	\$ 31,000
2170	<b>Special Materials &amp; Supplies:</b> Sign holders, easels, microphone, coffee pots, and art supplies for advertising and marketing	13,000
2230	<b>Programs &amp; Activities:</b> 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	10,000
3870	<b>Capital Outlay - Furniture &amp; Fixture:</b>	17,430
	<i>5' Circular tables (20), (replacing existing assets)</i>	<i>5,900</i>
	<i>6' Rectangular tables (10) and 8' rectangular tables (10), (replacing existing assets)</i>	<i>5,900</i>
	<i>Portable beverage serving stations (3), (replacing existing, no assets tags)</i>	<i>5,630</i>
3880	<b>Capital Outlay - Miscellaneous Other:</b> Portable sound system, (replacement, no asset tag)	5,810
906-2230	<b>Programs &amp; Activities:</b> Boxing Program	4,500

**NORWALK ARTS & SPORTS COMPLEX**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-50-5702	1020	REG SALARIES & WAGES	292,158	360,720	271,201	366,204
101-50-5702	1022	NON PERS - SALARIES & WAGES	663	1,496	680	-
101-50-5702	1030	PART TIME WAGES	307,405	354,447	362,011	354,442
101-50-5702	1045	COMP TIME PAY	619	-	3,019	-
101-50-5702	1048	MEDICAL OPT-OUT-GEN. UNIT	6,800	4,800	8,000	4,800
101-50-5702	1049	BILINGUAL/CERTIFICATION PAY	2,200	1,950	2,080	650
101-50-5702	1065	ACCRUED PAID VACATION	3,504	-	1,697	-
101-50-5702	1080	MEDICARE	8,693	10,490	9,406	10,529
101-50-5702	1082	PERS - EMPLOYEES' PORTION	2,042	-	-	-
101-50-5702	1083	PERS - EMPLOYER PORTION	73,529	102,833	76,073	116,338
101-50-5702	1085	LIFE INSURANCE	281	619	524	953
101-50-5702	1088	LONG-TERM DISABILITY INSURANCE	2,693	3,643	2,241	3,698
101-50-5702	1090	MEDICAL INS - FT EMPLOYEES	26,823	38,463	20,220	44,242
101-50-5702	1091	DENTAL INS - FT EMPLOYEES	2,429	4,672	1,673	4,672
101-50-5702	1092	VISION INS - FT EMPLOYEES	585	819	451	608
101-50-5702	1093	MEDICAL INS - PT EMPLOYEES	7,007	6,840	7,511	3,840
101-50-5702	1094	DENTAL INS - PT EMPLOYEES	4,576	5,050	5,059	5,050
101-50-5702	1096	UNEMPLOYMENT INSURANCE	(280)	-	-	-
101-50-5702	1097	WORKER'S COMPENSATION	4,236	3,974	3,972	4,182
101-50-5702	1100	ACA AFFORDABILITY STIPEND	491	240	555	240
<b>PERSONNEL EXPENDITURES:</b>			<b>746,453</b>	<b>901,057</b>	<b>776,373</b>	<b>920,448</b>

**NORWALK ARTS & SPORTS COMPLEX**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-50-5702	2061	CUSTODIAL SUPPLIES	220	-	125	-
101-50-5702	2062	MTCE & REPAIR SUPPLIES	2,532	-	-	-
101-50-5702	2080	CONTRACT SVC/NON-CLASS	28,294	31,000	31,000	31,000
101-50-5702	2100	UTILITIES	108,401	156,100	137,450	169,700
101-50-5702	2140	OFFICE SUPPLIES	4,313	4,000	4,000	4,000
101-50-5702	2170	SPECIAL MAT'LS-SUPPLIES	12,097	12,190	13,000	13,000
101-50-5702	2190	TELEPHONE & FAX	3,000	1,750	1,750	3,200
101-50-5702	2230	PROGRAMS & ACTIVITIES	11,023	10,000	10,000	10,000
<b>OPERATING EXPENDITURES:</b>			<b>169,879</b>	<b>215,040</b>	<b>197,325</b>	<b>230,900</b>
101-50-5702	3870	C/O-FURNITURE & FIXTURE	5,809	-	-	17,430
101-50-5702	3880	MISCELLANEOUS OTHER	1,094	-	-	5,810
<b>CAPITAL OUTLAY EXPENDITURES:</b>			<b>6,903</b>	<b>-</b>	<b>-</b>	<b>23,240</b>
<b><u>BOXING PROGRAM:</u></b>						
101-50-5207	2080	CONTRACT SVC/NON-CLASS	220	900	900	900
<b>GENERAL FUND - BOXING PROGRAM TOTAL:</b>			<b>220</b>	<b>900</b>	<b>900</b>	<b>900</b>

# CULTURAL ARTS CENTER

## ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2080	<b>Contract Services - Non-Classified:</b> Contract class instructors and special interest instructors/programs at the CAC - Puppet Shows, Mad Scientist, etc.	\$ 3,000
2170	<b>Special Materials &amp; Supplies:</b> Sign holders, easels, and art supplies	4,700
2230	<b>Programs &amp; Activities:</b> Contract classes, room reservations, gallery shows, and children activities	12,500

**NORWALK ARTS & SPORTS COMPLEX**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
<b><u>CULTURAL ARTS:</u></b>						
101-50-5732	1030	PART TIME WAGES	76,686	76,788	76,788	76,779
101-50-5732	1035	CONTRACT EMPLOYEES	1,642	-	4,538	-
101-50-5732	1080	MEDICARE	1,129	3,455	3,455	1,113
101-50-5732	1093	MEDICAL INS - PT EMPLOYEES	955	750	750	-
101-50-5732	1100	ACA AFFORDABILITY STIPEND	79	-	118	-
<b>PERSONNEL EXPENDITURES:</b>			<b>80,491</b>	<b>80,993</b>	<b>85,650</b>	<b>77,892</b>
101-50-5732	2062	MTCE & REPAIR SUPPLIES	4,525	-	-	-
101-50-5732	2080	CONTRACT SVC/NON-CLASS	1,710	3,000	3,000	3,000
101-50-5732	2100	UTILITIES	2,947	3,900	3,900	3,900
101-50-5732	2140	OFFICE SUPPLIES	2,666	2,400	2,400	2,400
101-50-5732	2170	SPECIAL MAT'LS-SUPPLIES	4,903	4,700	4,700	4,700
101-50-5732	2190	TELEPHONE & FAX	635	400	400	700
101-50-5732	2230	PROGRAMS & ACTIVITIES	14,505	12,500	12,500	12,500
<b>OPERATING EXPENDITURES:</b>			<b>31,891</b>	<b>26,900</b>	<b>26,900</b>	<b>27,200</b>

**NORWALK ARTS & SPORTS COMPLEX**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-50-5732	3880	C/O-MISCELLANEOUS	4,125	-	-	-
<b>GENERAL FUND - CULTURAL ARTS TOTAL:</b>			<b>116,506</b>	<b>107,893</b>	<b>112,550</b>	<b>105,092</b>
<b>GENERAL FUND - NORWALK ARTS &amp; SPORTS COMPLEX TOTAL:</b>			<b>1,039,962</b>	<b>1,224,890</b>	<b>1,087,147</b>	<b>1,280,581</b>
744-50-5702	3880	C/O-MISCELLANEOUS	23,072	157,810	157,810	-
<b>NASC REPLACEMENT &amp; REPAIR FUND TRANSFER SUBTOTAL:</b>			<b>23,072</b>	<b>157,810</b>	<b>157,810</b>	<b>-</b>
745-50-5702	3860	C/O-OFFICE EQUIPMENT	1,870	7,000	7,000	-
745-50-5732	3860	C/O-OFFICE EQUIPMENT	752	-	-	-
<b>EQUIPMENT REPLACEMENT FUND - NORWALK ARTS &amp; SPORTS COMPLEX TOTAL:</b>			<b>2,622</b>	<b>7,000</b>	<b>7,000</b>	<b>-</b>

**NORWALK ARTS & SPORTS COMPLEX**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
906-00-0212	2230	PROGRAMS & ACTIVITIES	-	4,500	4,500	4,500
		<b>5207 - BOXING DONATION ACCOUNT - RECREATION TOTAL:</b>	-	<b>4,500</b>	<b>4,500</b>	<b>4,500</b>
		<b>NORWALK ARTS &amp; SPORTS COMPLEX TOTAL (ALL FUNDS):</b>	<b>1,065,656</b>	<b>1,394,200</b>	<b>1,256,457</b>	<b>1,285,081</b>



**RECREATION BUDGET PROGRAM:  
BUDGET UNIT:**

**RECAP  
ALL SPECIAL PROGRAMS**

FULL TIME POSITIONS			
Position Title	Overtime Hours	FY 18-19 Budget	FY 19-20 Budget
Recreation Leader II	420	-	-
<b>TOTAL</b>	<b>420</b>	<b>-</b>	<b>-</b>

PART TIME POSITIONS					
Position Title	FY 18-19 Positions	FY 18-19 Adopted Hours	FY 19-20 Positions	FY 19-20 Adopted Hours	FY 19-20 Budgeted Wages
Recreation Leader II	39	13,670	39	13,670	214,350
<b>TOTAL</b>	<b>39</b>	<b>13,670</b>	<b>39</b>	<b>13,670</b>	<b>214,350</b>

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
	1030	PART TIME WAGES	178,342	191,803	216,526	216,526	216,608
	1080	MEDICARE	2,569	2,776	3,140	3,139	3,141
	1093	MEDICAL-PT	1,772	513	-	-	-
	1094	DENTAL-PT	2	-	-	-	-
	1100	ACA AFFORDABILITY STIPEND	212	55	-	-	-
		<b>PERSONNEL EXPENDITURES:</b>	<b>182,898</b>	<b>195,147</b>	<b>219,666</b>	<b>219,665</b>	<b>219,749</b>
	2080	CONTRACT SVC/NON-CLASS	31,930	31,604	34,740	34,740	34,740
	2170	SPECIAL MAT'LS-SUPPLIES	2,054	3,246	6,325	3,600	7,325
	2230	PROGRAMS & ACTIVITIES	51,101	57,275	67,980	67,980	67,980
		<b>OPERATING EXPENDITURES:</b>	<b>85,085</b>	<b>92,124</b>	<b>109,045</b>	<b>106,320</b>	<b>110,045</b>
		<b>RECAP</b>	<b>267,983</b>	<b>287,272</b>	<b>328,711</b>	<b>325,985</b>	<b>329,794</b>
101-50-0000		<b>REVENUES GENERATED BY ALL SPECIAL PROG</b>	<b>142,000</b>	<b>-</b>	<b>153,100</b>	<b>155,500</b>	<b>161,500</b>
		<b>NET PROGRAM (COST)/REVENUES</b>	<b>(125,980)</b>	<b>(281,999)</b>	<b>(166,321)</b>	<b>(160,196)</b>	<b>(159,003)</b>

<b>RECREATION BUDGET: SPECIAL PROGRAMS RECAP</b>		<b>ADULT SPORTS 5402</b>	<b>YOUTH SPORTS 5502</b>	<b>DAY CAMP 5504</b>	<b>TOT PROGRAMS 5505</b>	<b>TEEN ALLIANCE 5506</b>
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>FY 19-20 ADOPTED BUDGET</b>	<b>FY 19-20 ADOPTED BUDGET</b>	<b>FY 19-20 ADOPTED BUDGET</b>	<b>FY 19-20 ADOPTED BUDGET</b>	<b>FY 19-20 ADOPTED BUDGET</b>
1030	PART TIME WAGES	21,451	54,881	37,429	42,023	45,708
1080	MEDICARE	311	796	543	609	663
<b>PERSONNEL EXPENDITURES:</b>		<b>21,762</b>	<b>55,677</b>	<b>37,972</b>	<b>42,632</b>	<b>46,371</b>
2080	CONTRACT SVC/NON-CLASS	2,000	-	13,200	500	1,800
2170	SPECIAL MAT'LS-SUPPLIES	2,500	-	3,225	-	600
2230	PROGRAMS & ACTIVITIES	4,000	29,000	7,600	4,000	13,000
<b>OPERATING EXPENDITURES:</b>		<b>8,500</b>	<b>29,000</b>	<b>24,025</b>	<b>4,500</b>	<b>15,400</b>
<b>TOTAL SPECIAL PROGRAMS EXPENSES:</b>		<b>30,262</b>	<b>84,677</b>	<b>61,997</b>	<b>47,132</b>	<b>61,771</b>
<b>PROGRAM REVENUES:</b>		<b>12,000</b>	<b>66,000</b>	<b>50,000</b>	<b>25,000</b>	<b>-</b>
<b>NET PROGRAM (COST) / REVENUE:</b>		<b>(18,262)</b>	<b>(18,677)</b>	<b>(11,997)</b>	<b>(22,132)</b>	<b>(61,771)</b>

<b>RECREATION BUDGET: SPECIAL PROGRAMS RECAP</b>		<b>YOUTH MARIACHI 5508</b>	<b>SUMMER LUNCHES 5509</b>	<b>BEACH BUS 5617</b>	<b>TOTAL SPECIAL PROGRAMS</b>
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>FY 19-20 ADOPTED BUDGET</b>	<b>FY 19-20 ADOPTED BUDGET</b>	<b>FY 19-20 ADOPTED BUDGET</b>	<b>FY 19-20 ADOPTED BUDGET</b>
1030	PART TIME WAGES	6,586	6,272	2,258	216,608
1080	MEDICARE	95	91	33	3,141
<b>PERSONNEL EXPENDITURES:</b>		<b>6,681</b>	<b>6,363</b>	<b>2,291</b>	<b>219,749</b>
2080	CONTRACT SVC/NON-CLASS	17,240	-	-	34,740
2170	SPECIAL MAT'LS-SUPPLIES	1,000	-	-	7,325
2230	PROGRAMS & ACTIVITIES	2,000	380	8,000	67,980
<b>OPERATING EXPENDITURES:</b>		<b>20,240</b>	<b>380</b>	<b>8,000</b>	<b>110,045</b>
<b>TOTAL SPECIAL PROGRAMS EXPENSES:</b>		<b>26,921</b>	<b>6,743</b>	<b>10,291</b>	<b>329,794</b>
<b>PROGRAM REVENUES:</b>		<b>7,500</b>	<b>-</b>	<b>1,000</b>	<b>161,500</b>
<b>NET PROGRAM (COST) / REVENUE:</b>		<b>(19,421)</b>	<b>(6,743)</b>	<b>(9,291)</b>	<b>(168,294)</b>

**RECREATION BUDGET PROGRAM:  
BUDGET UNIT:**

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

FULL TIME POSITIONS			
Position Title	Overtime Hours	FY 18-19 Budget	FY 19-20 Budget
	-	-	-
<b>TOTAL</b>	-	-	-

PART TIME POSITIONS					
Position Title	FY 18-19 Positions	FY 18-19 Adopted Hours	FY 19-20 Positions	FY 19-20 Adopted Hours	FY 19-20 Budgeted Wages
Recreation Leader II	9	1,368	9	1,368	21,451
<b>TOTAL</b>	<b>9</b>	<b>1368</b>	<b>9</b>	<b>1,368</b>	<b>21,451</b>

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-50-5402	1030	PART TIME WAGES	9,392	13,824	21,443	21,443	21,451
101-50-5402	1080	MEDICARE	136	200	311	311	311
		<b>PERSONNEL EXPENDITURES:</b>	<b>9,527</b>	<b>14,024</b>	<b>21,753</b>	<b>21,753</b>	<b>21,761</b>
101-50-5402	2080	CONTRACT SVC/NON-CLASS	1,790	330	2,000	2,000	2,000
101-50-5402	2170	SPECIAL MAT'LS-SUPPLIES	410	-	2,500	1,000	2,500
101-50-5402	2230	PROGRAMS & ACTIVITIES	3,433	3,725	4,000	4,000	4,000
		<b>OPERATING EXPENDITURES:</b>	<b>5,634</b>	<b>4,055</b>	<b>8,500</b>	<b>7,000</b>	<b>8,500</b>
		<b>ADULT SPORTS PROGRAMS</b>	<b>15,162</b>	<b>18,080</b>	<b>30,254</b>	<b>28,754</b>	<b>30,262</b>
101-50-0000	4553	REVENUES GENERATED BY THE PROGRAM	12,000	-	10,000	11,000	12,000
		<b>NET PROGRAM (COST)/REVENUES</b>	<b>(3,162)</b>	<b>(18,080)</b>	<b>(20,254)</b>	<b>(17,754)</b>	<b>(18,262)</b>

**RECREATION BUDGET PROGRAM:  
BUDGET UNIT:**

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

FULL TIME POSITIONS			
Position Title	Overtime Hours	FY 18-19 Budget	FY 19-20 Budget
	-	-	-
<b>TOTAL</b>	-	-	-

PART TIME POSITIONS					
Position Title	FY 18-19 Positions	FY 18-19 Adopted Hours	FY 19-20 Positions	FY 19-20 Adopted Hours	FY 19-20 Budgeted Wages
Recreation Leader II	10	3,500	10	3,500	54,881
<b>TOTAL</b>	<b>10</b>	<b>3,500</b>	<b>10</b>	<b>3,500</b>	<b>54,881</b>

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-50-5502	1030	PART TIME WAGES	54,057	55,260	54,860	54,860	54,881
101-50-5502	1080	MEDICARE	784	801	795	795	796
101-50-5502	1093	MEDICAL PT	20	-	-	-	-
101-50-5502	1100	ACA AFFORDABILITY STIPEND	2	-	-	-	-
		<b>PERSONNEL EXPENDITURES:</b>	<b>54,863</b>	<b>56,062</b>	<b>55,656</b>	<b>55,656</b>	<b>55,678</b>
101-50-5502	2230	PROGRAMS & ACTIVITIES	23,774	23,973	29,000	29,000	29,000
		<b>OPERATING EXPENDITURES:</b>	<b>23,774</b>	<b>23,973</b>	<b>29,000</b>	<b>29,000</b>	<b>29,000</b>
		<b>YOUTH SPORTS PROGRAMS</b>	<b>78,636</b>	<b>80,034</b>	<b>84,655</b>	<b>84,655</b>	<b>84,677</b>
101-50-0000	4565	REVENUES GENERATED BY THE PROGRAM	59,000	-	64,000	64,000	66,000
		<b>NET PROGRAM (COST)/REVENUES</b>	<b>(19,636)</b>	<b>(80,034)</b>	<b>(20,655)</b>	<b>(20,655)</b>	<b>(18,677)</b>

**RECREATION BUDGET PROGRAM:  
BUDGET UNIT:**

**DAY CAMP  
101-50-5504**

FULL TIME POSITIONS			
Position Title	Overtime Hours	FY 18-19 Budget	FY 19-20 Budget
	-	-	-
<b>TOTAL</b>	-	-	-

PART TIME POSITIONS					
Position Title	FY 17-18 Positions	FY 17-18 Adopted Hours	FY 19-20 Positions	FY 19-20 Adopted Hours	FY 19-20 Budgeted Wages
Recreation Leader II	6	2,387	6	2,387	37,429
<b>TOTAL</b>	<b>6</b>	<b>2,387</b>	<b>6</b>	<b>2,387</b>	<b>37,429</b>

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-50-5504	1030	PART TIME WAGES	29,123	23,208	37,415	37,415	37,429
101-50-5504	1080	MEDICARE	422	337	543	543	543
<b>PERSONNEL EXPENDITURES:</b>			<b>29,545</b>	<b>23,544</b>	<b>37,958</b>	<b>37,958</b>	<b>37,972</b>
101-50-5504	2080	CONTRACT SVC/NON-CLASS	12,911	13,451	13,200	13,200	13,200
101-50-5504	2170	SPECIAL MAT'LS-SUPPLIES	913	2,408	3,225	2,000	3,225
101-50-5504	2230	PROGRAMS & ACTIVITIES	7,336	6,802	7,600	7,600	7,600
<b>OPERATING EXPENDITURES:</b>			<b>21,160</b>	<b>22,661</b>	<b>24,025</b>	<b>22,800</b>	<b>24,025</b>
<b>DAY CAMP</b>			<b>50,705</b>	<b>46,206</b>	<b>61,983</b>	<b>60,758</b>	<b>61,997</b>
101-50-0000	4555	REVENUES GENERATED BY THE PROGRAM	45,000	-	48,000	48,000	50,000
<b>NET PROGRAM (COST)/REVENUES</b>			<b>(5,705)</b>	<b>(46,206)</b>	<b>(13,983)</b>	<b>(12,758)</b>	<b>(11,997)</b>

**RECREATION BUDGET PROGRAM:  
BUDGET UNIT:**

**TOT PROGRAMS  
101-50-5505**

FULL TIME POSITIONS			
Position Title	Overtime Hours	FY 18-19 Budget	FY 19-20 Budget
	-	-	-
<b>TOTAL</b>	-	-	-

PART TIME POSITIONS					
Position Title	FY 17-18 Positions	FY 17-18 Adopted Hours	FY 19-20 Positions	FY 19-20 Adopted Hours	FY 19-20 Budgeted Wages
Recreation Leader II	5	2,680	5	2,680	42,023
<b>TOTAL</b>	<b>5</b>	<b>2,680</b>	<b>5</b>	<b>2,680</b>	<b>42,023</b>

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-50-5505	1030	PART TIME WAGES	35,598	45,886	42,007	42,007	42,023
101-50-5505	1080	MEDICARE	516	665	609	609	609
<b>PERSONNEL EXPENDITURES:</b>			<b>36,114</b>	<b>46,551</b>	<b>42,616</b>	<b>42,616</b>	<b>42,632</b>
101-50-5505	2080	CONTRACT SVC/NON-CLASS	250	390	500	500	500
101-50-5505	2230	PROGRAMS & ACTIVITIES	3,949	4,546	4,000	4,000	4,000
<b>OPERATING EXPENDITURES:</b>			<b>4,199</b>	<b>4,936</b>	<b>4,500</b>	<b>4,500</b>	<b>4,500</b>
<b>TOT PROGRAMS</b>			<b>40,313</b>	<b>51,487</b>	<b>47,116</b>	<b>47,116</b>	<b>47,132</b>
<b>101-50-0000</b>	<b>4557</b>	<b>REVENUES GENERATED BY THE PROGRAM</b>	<b>20,000</b>	<b>-</b>	<b>25,000</b>	<b>25,000</b>	<b>25,000</b>
<b>NET PROGRAM (COST)/REVENUES</b>			<b>(20,313)</b>	<b>(51,487)</b>	<b>(22,116)</b>	<b>(22,116)</b>	<b>(22,132)</b>

**RECREATION BUDGET PROGRAM:  
BUDGET UNIT:**

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

FULL TIME POSITIONS			
Position Title	Overtime Hours	FY 18-19 Budget	FY 19-20 Budget
	-	-	-
<b>TOTAL</b>	-	-	-

PART TIME POSITIONS					
Position Title	FY 17-18 Positions	FY 17-18 Adopted Hours	FY 19-20 Positions	FY 19-20 Adopted Hours	FY 19-20 Budgeted Wages
Recreation Leader II	5	2,915	5	2,915	45,708
<b>TOTAL</b>	<b>5</b>	<b>2,915</b>	<b>5</b>	<b>2,915</b>	<b>45,708</b>

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-50-5506	1030	PART TIME WAGES	39,640	41,538	45,691	45,691	45,708
101-50-5506	1080	MEDICARE	558	597	663	663	663
101-50-5506	1093	MEDICAL / DENTAL PT	1,752	513	-	-	-
101-50-5506	1100	ACA AFFORDABILITY STIPEND	210	55	-	-	-
<b>PERSONNEL EXPENDITURES:</b>			<b>42,160</b>	<b>42,703</b>	<b>46,354</b>	<b>46,354</b>	<b>46,371</b>
101-50-5506	2080	CONTRACT SVC/NON-CLASS	2,898	2,343	1,800	1,800	1,800
101-50-5506	2170	SPECIAL MAT'LS-SUPPLIES	731	838	600	600	600
101-50-5506	2230	PROGRAMS & ACTIVITIES	10,732	12,404	13,000	13,000	13,000
<b>OPERATING EXPENDITURES:</b>			<b>14,361</b>	<b>15,585</b>	<b>15,400</b>	<b>15,400</b>	<b>15,400</b>
<b>TEEN ALLIANCE PROGRAM</b>			<b>56,521</b>	<b>58,288</b>	<b>61,754</b>	<b>61,754</b>	<b>61,771</b>
101-50-0000	<b>REVENUES GENERATED BY THE PROGRAM</b>		-	-	-	-	-
<b>NET PROGRAM (COST)/REVENUES</b>			<b>(56,521)</b>	<b>(58,288)</b>	<b>(61,754)</b>	<b>(61,754)</b>	<b>(61,771)</b>



**RECREATION BUDGET PROGRAM:  
BUDGET UNIT:**

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

<b>FULL TIME POSITIONS</b>			
Position Title	Overtime Hours	FY 18-19 Budget	FY 19-20 Budget
Recreation Leader II	420	-	-
<b>TOTAL</b>	<b>420</b>	<b>-</b>	<b>-</b>

<b>PART TIME POSITIONS</b>					
Position Title	FY 17-18 Positions	FY 17-18 Adopted Hours	FY 19-20 Positions	FY 19-20 Adopted Hours	FY 19-20 Budgeted Wages
Recreation Leader II	2	420	2	420	6,586
<b>TOTAL</b>	<b>2</b>	<b>420</b>	<b>2</b>	<b>420</b>	<b>6586</b>

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-50-5508	1030	PART TIME WAGES	4,422	4,697	6,583	6,583	6,586
101-50-5508	1080	MEDICARE	64	68	95	95	95
<b>PERSONNEL EXPENDITURES:</b>			<b>4,486</b>	<b>4,765</b>	<b>6,678</b>	<b>6,678</b>	<b>6,681</b>
101-50-5508	2080	CONTRACT SVC/NON-CLASS	14,080	15,090	17,240	17,240	17,240
101-50-5508	2170	SPECIAL MAT'LS-SUPPLIES	-	-	-	-	1,000
101-50-5508	2230	PROGRAMS & ACTIVITIES	1,367	1,803	2,000	2,000	2,000
<b>OPERATING EXPENDITURES:</b>			<b>15,447</b>	<b>16,893</b>	<b>19,240</b>	<b>19,240</b>	<b>20,240</b>
<b>YOUTH MARIACHI PROGRAM</b>			<b>19,933</b>	<b>21,658</b>	<b>25,918</b>	<b>25,918</b>	<b>26,921</b>
101-50-5508	4552	REVENUES GENERATED BY THE PROGRAM	6,000	-	5,100	7,500	7,500
<b>NET PROGRAM (COST)/REVENUES</b>			<b>(13,933)</b>	<b>(21,658)</b>	<b>(20,818)</b>	<b>(18,418)</b>	<b>(19,421)</b>

**RECREATION BUDGET PROGRAM:  
BUDGET UNIT:**

**SUMMER LUNCHES  
101-50-5509**

FULL TIME POSITIONS			
Position Title	Overtime Hours	FY 18-19 Budget	FY 19-20 Budget
	-	-	-
<b>TOTAL</b>	-	-	-

PART TIME POSITIONS					
Position Title	FY 17-18 Positions	FY 17-18 Adopted Hours	FY 19-20 Positions	FY 19-20 Adopted Hours	FY 19-20 Budgeted Wages
Recreation Leader II	2	400	2	400	6,272
<b>TOTAL</b>	<b>2</b>	<b>400</b>	<b>2</b>	<b>400</b>	<b>6,272</b>

BUDGET UNIT	ACCOUNT	DESCRIPTION	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-50-5509	1030		PART TIME WAGES	6,111	5,930	6,270	6,270	6,272
101-50-5509	1080		MEDICARE	89	86	91	91	91
<b>PERSONNEL EXPENDITURES:</b>				<b>6,199</b>	<b>6,016</b>	<b>6,361</b>	<b>6,361</b>	<b>6,363</b>
101-50-5509	2230		PROGRAMS & ACTIVITIES	510	231	380	380	380
<b>OPERATING EXPENDITURES:</b>				<b>510</b>	<b>231</b>	<b>380</b>	<b>380</b>	<b>380</b>
<b>SUMMER LUNCHES</b>				<b>6,709</b>	<b>6,247</b>	<b>6,741</b>	<b>6,741</b>	<b>6,743</b>
101-50-0000	<b>REVENUES GENERATED BY THE PROGRAM</b>			-	-	-	-	-
<b>NET PROGRAM (COST)/REVENUES</b>				<b>(6,709)</b>	<b>(6,247)</b>	<b>(6,741)</b>	<b>(6,741)</b>	<b>(6,743)</b>

**RECREATION BUDGET PROGRAM:  
BUDGET UNIT:**

**BEACH BUS  
101-50-5617**

<b>FULL TIME POSITIONS</b>			
Position Title	Overtime Hours	FY 18-19 Budget	FY 19-20 Budget
Recreation Supervisor	-	-	-
Recreation Coordinator	-	-	-
Maint Worker II	-	-	-
<b>TOTAL</b>	-	-	-

<b>PART TIME POSITIONS</b>					
Position Title	FY 18-19 Positions	FY 18-19 Adopted Hours	FY 19-20 Positions	FY 19-20 Adopted Hours	FY 19-20 Budgeted Wages
Recreation Leader II	8	144	8	144	2,258
<b>TOTAL</b>	<b>8</b>	<b>144</b>	<b>8</b>	<b>144</b>	<b>2,258</b>

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-50-5617	1030	PART TIME WAGES	-	1,462	2,257	2,257	2,258
101-50-5617	1080	MEDICARE	-	21	33	33	33
		<b>PERSONNEL EXPENDITURES:</b>	-	<b>1,482</b>	<b>2,290</b>	<b>2,290</b>	<b>2,291</b>
101-50-5617	2230	PROGRAMS & ACTIVITIES	-	3,790	8,000	8,000	8,000
		<b>OPERATING EXPENDITURES:</b>	-	<b>3,790</b>	<b>8,000</b>	<b>8,000</b>	<b>8,000</b>
		<b>BEACH BUS</b>	-	<b>5,272</b>	<b>10,290</b>	<b>10,290</b>	<b>10,291</b>
101-50-0000	4690	REVENUES GENERATED BY THE PROGRAM	-	-	1,000	-	1,000
		<b>NET PROGRAM (COST)/REVENUES</b>	-	<b>(5,272)</b>	<b>(9,290)</b>	<b>(10,290)</b>	<b>(9,291)</b>

**RECREATION BUDGET PROGRAM:  
BUDGET UNIT:**

**RECAP  
ALL SPECIAL EVENTS**

FULL TIME POSITIONS				PART TIME POSITIONS					
Position Title	Hours	FY 18-19 Budget	FY 19-20 Budget	Position Title	FY 18-19 Positions	FY 18-19 Adopted Hours	FY 19-20 Positions	FY 19-20 Adopted Hours	FY 19-20 Budgeted Wages
Recreation Supervisor	214	-	-	Public Safety Officer I	38	505	39	505	13,918
Recreation Coordinator	236	-	-	Recreation Leader II	172	1,696	172	1,766	27,690
Maint Supervisor	97	-	-						
Maint Worker III	222	-	-						
Maint Worker II	432	-	-						
Maint Worker I	198	-	-						
<b>TOTAL</b>	<b>1399</b>	<b>-</b>	<b>-</b>	<b>TOTAL</b>	<b>210</b>	<b>2,201</b>	<b>211</b>	<b>2,271</b>	<b>41,608</b>

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
	1030	PART TIME WAGES	27,447	28,133	39,331	34,835	39,350
	1040	OVERTIME SALARY & WAGES	48,693	34,922	39,528	34,989	39,528
	1080	MEDICARE	982	804	570	779	571
	1093	MEDICAL PT	431	350	50	244	50
	1094	DENTAL PT	13	-	-	-	-
	1100	ACA AFFORDABILITY STIPEND	-	7	-	11	-
		<b>PERSONNEL EXPENDITURES:</b>	<b>77,565</b>	<b>64,216</b>	<b>79,479</b>	<b>70,858</b>	<b>79,498</b>
	2080	CONTRACT SVC/NON-CLASS	39,903	47,973	45,500	53,100	42,000
	2230	PROGRAMS & ACTIVITIES	120,724	159,132	144,050	134,325	139,550
		<b>OPERATING EXPENDITURES:</b>	<b>160,627</b>	<b>207,105</b>	<b>189,550</b>	<b>187,425</b>	<b>181,550</b>
		<b>RECAP</b>	<b>238,192</b>	<b>271,321</b>	<b>269,029</b>	<b>258,283</b>	<b>261,048</b>
101-50-0000		<b>REVENUES GENERATED BY THE PROGRAM</b>	<b>-</b>	<b>15,905</b>	<b>16,000</b>	<b>17,744</b>	<b>-</b>
		<b>NET PROGRAM (COST)/REVENUES</b>	<b>(238,192)</b>	<b>(255,416)</b>	<b>(253,029)</b>	<b>(240,539)</b>	<b>(261,048)</b>

<b>RECREATION BUDGET: SPECIAL EVENTS RECAP</b>		<b>EASTER EGG HUNT 5602</b>	<b>INDEPENDENCE DAY 5604</b>	<b>SUMMER CONCERTS 5605</b>
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>FY 19-20 ADOPTED BUDGET</b>	<b>FY 19-20 ADOPTED BUDGET</b>	<b>FY 19-20 ADOPTED BUDGET</b>
1030	PART TIME WAGES	2,785	2,908	3,832
1040	OVERTIME SALARY & WAGES	2,125	4,250	4,590
1080	MEDICARE	40	42	56
1093	MEDICAL-PT	-	-	50
<b>PERSONNEL EXPENDITURES:</b>		<b>4,950</b>	<b>7,200</b>	<b>8,528</b>
2080	CONTRACT SVC/NON-CLASS	-	15,000	25,000
2230	PROGRAMS & ACTIVITIES	14,000	15,700	5,500
<b>OPERATING EXPENDITURES:</b>		<b>14,000</b>	<b>30,700</b>	<b>30,500</b>
<b>TOTAL SPECIAL PROGRAMS EXPENSES:</b>		<b>18,950</b>	<b>37,900</b>	<b>39,028</b>
<b>PROGRAM REVENUES:</b>		-	-	-
<b>NET PROGRAM (COST) / REVENUE:</b>		<b>(18,950)</b>	<b>(37,900)</b>	<b>(39,028)</b>

<b>RECREATION BUDGET: SPECIAL EVENTS RECAP</b>		<b>HALLOWEEN PARADE 5606</b>	<b>HALLOWEEN FESTIVAL 5607</b>	<b>SANTA SLEIGH 5608</b>
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>FY 19-20 ADOPTED BUDGET</b>	<b>FY 19-20 ADOPTED BUDGET</b>	<b>FY 19-20 ADOPTED BUDGET</b>
1030	PART TIME WAGES	7,693	6,008	6,885
1040	OVERTIME SALARY & WAGES	17,425	2,678	-
1080	MEDICARE	112	87	100
1093	MEDICAL-PT	-	-	-
<b>PERSONNEL EXPENDITURES:</b>		<b>25,230</b>	<b>8,773</b>	<b>6,985</b>
2080	CONTRACT SVC/NON-CLASS	-	-	-
2230	PROGRAMS & ACTIVITIES	13,000	25,500	11,000
<b>OPERATING EXPENDITURES:</b>		<b>13,000</b>	<b>25,500</b>	<b>11,000</b>
<b>TOTAL SPECIAL PROGRAMS EXPENSES:</b>		<b>38,230</b>	<b>34,273</b>	<b>17,985</b>
<b>PROGRAM REVENUES:</b>		-	-	-
<b>NET PROGRAM (COST) / REVENUE:</b>		<b>(38,230)</b>	<b>(34,273)</b>	<b>(17,985)</b>

<b>RECREATION BUDGET: SPECIAL EVENTS RECAP</b>		<b>SANTA SLEIGH- BREAKFAST 5612</b>	<b>SNOWFEST TREE LIGHTING 5609</b>	<b>ARTASTIC 5614</b>
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>FY 19-20 ADOPTED BUDGET</b>	<b>FY 19-20 ADOPTED BUDGET</b>	<b>FY 19-20 ADOPTED BUDGET</b>
1030	PART TIME WAGES	188	4,267	3,687
1040	OVERTIME SALARY & WAGES	-	4,420	1,020
1080	MEDICARE	3	62	53
1093	MEDICAL-PT	-	-	-
<b>PERSONNEL EXPENDITURES:</b>		<b>191</b>	<b>8,749</b>	<b>4,760</b>
2080	CONTRACT SVC/NON-CLASS	-	-	-
2230	PROGRAMS & ACTIVITIES	350	24,000	12,000
<b>OPERATING EXPENDITURES:</b>		<b>350</b>	<b>24,000</b>	<b>12,000</b>
<b>TOTAL SPECIAL PROGRAMS EXPENSES:</b>		<b>541</b>	<b>32,749</b>	<b>16,760</b>
<b>PROGRAM REVENUES:</b>		-	-	-
<b>NET PROGRAM (COST) / REVENUE:</b>		<b>(541)</b>	<b>(32,749)</b>	<b>(16,760)</b>

<b>RECREATION BUDGET: SPECIAL EVENTS RECAP</b>		<b>KIDS &amp; COPS GOLF 5615</b>	<b>LAS POSADAS 5610</b>	<b>TOTAL EVENTS</b>
<b>ACCOUNT</b>	<b>DESCRIPTION</b>	<b>FY 19-20 ADOPTED BUDGET</b>	<b>FY 19-20 ADOPTED BUDGET</b>	<b>FY 19-20 ADOPTED BUDGET</b>
1030	PART TIME WAGES	627	470	\$ 39,350
1040	OVERTIME SALARY & WAGES	1,020	2,000	39,528
1080	MEDICARE	9	7	571
1093	MEDICAL-PT	-	-	50
<b>PERSONNEL EXPENDITURES:</b>		<b>1,656</b>	<b>2,477</b>	<b>79,498</b>
2080	CONTRACT SVC/NON-CLASS	2,000	-	42,000
2230	PROGRAMS & ACTIVITIES	5,500	13,000	139,550
<b>OPERATING EXPENDITURES:</b>		<b>7,500</b>	<b>13,000</b>	<b>181,550</b>
<b>TOTAL SPECIAL PROGRAMS EXPENSES:</b>		<b>9,156</b>	<b>15,477</b>	<b>\$ 261,048</b>
<b>PROGRAM REVENUES:</b>		-	-	\$ -
<b>NET PROGRAM (COST) / REVENUE:</b>		<b>(9,156)</b>	<b>(15,477)</b>	<b>(261,048)</b>



**RECREATION BUDGET PROGRAM:  
BUDGET UNIT:**

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

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

PART TIME POSITIONS					
Position Title	FY 18-19 Positions	FY 18-19 Adopted Hours	FY 19-20 Positions	FY 19-20 Adopted Hours	FY 19-20 Budgeted Wages
Public Safety Officer I	2	10	2	10	276
Recreation Leader II	16	160	16	160	2,509
<b>TOTAL</b>	<b>18</b>	<b>170</b>	<b>18</b>	<b>170</b>	<b>2,785</b>

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-50-5602	1030	PART TIME WAGES	2,771	2,674	2,783	2,783	2,785
101-50-5602	1040	OVERTIME SALARY & WAGES	4,064	2,569	2,125	2,125	2,125
101-50-5602	1080	MEDICARE	89	60	40	40	40
101-50-5602	1093	MEDICAL PT	-	83	-	-	-
101-50-5602	1100	ACA AFFORDABILITY STIPEND	-	3	-	-	-
<b>PERSONNEL EXPENDITURES:</b>			<b>6,925</b>	<b>5,389</b>	<b>4,948</b>	<b>4,948</b>	<b>4,950</b>
101-50-5602	2230	PROGRAMS & ACTIVITIES	10,767	14,941	13,000	13,000	14,000
<b>OPERATING EXPENDITURES:</b>			<b>10,767</b>	<b>14,941</b>	<b>13,000</b>	<b>13,000</b>	<b>14,000</b>
<b>EASTER EGG HUNT</b>			<b>17,691</b>	<b>20,331</b>	<b>17,948</b>	<b>17,948</b>	<b>18,950</b>
101-50-0000	<b>REVENUES GENERATED BY THE PROGRAM</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET PROGRAM (COST)/REVENUES</b>			<b>(17,691)</b>	<b>(20,331)</b>	<b>(17,948)</b>	<b>(17,948)</b>	<b>(18,950)</b>

**RECREATION BUDGET PROGRAM:  
BUDGET UNIT:**

**INDEPENDENCE DAY  
101-50-5604**

FULL TIME POSITIONS			
Position Title	Overtime Hours	FY 18-19 Budget	FY 19-20 Budget
Recreation Supervisor	20	-	-
Recreation Coordinator	20	-	-
Maint Supervisor	20	-	-
Maint Worker III	32	-	-
Maint Worker II	48	-	-
<b>TOTAL</b>	<b>140</b>	<b>-</b>	<b>-</b>

PART TIME POSITIONS					
Position Title	FY 18-19 Positions	FY 18-19 Adopted Hours	FY 19-20 Positions	FY 19-20 Adopted Hours	FY 19-20 Budgeted Wages
Public Safety Officer I	10	60	10	60	1,654
Recreation Leader II	6	80	6	80	1,254
<b>TOTAL</b>	<b>16</b>	<b>140</b>	<b>16</b>	<b>140</b>	<b>2,908</b>

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-50-5604	1030	PART TIME WAGES	1,987	2,518	2,906	2,906	2,908
101-50-5604	1040	OVERTIME SALARY & WAGES	7,982	3,651	4,250	4,250	4,250
101-50-5604	1080	MEDICARE	130	80	42	42	42
<b>PERSONNEL EXPENDITURES:</b>			<b>10,098</b>	<b>6,249</b>	<b>7,197</b>	<b>7,197</b>	<b>7,199</b>
101-50-5604	2080	CONTRACT SVC/NON-CLASS	14,000	14,000	15,000	14,000	15,000
101-50-5604	2230	PROGRAMS & ACTIVITIES	15,516	17,411	17,700	14,022	15,700
<b>OPERATING EXPENDITURES:</b>			<b>29,516</b>	<b>31,411</b>	<b>32,700</b>	<b>28,022</b>	<b>30,700</b>
<b>INDEPENDENCE DAY</b>			<b>39,615</b>	<b>37,660</b>	<b>39,898</b>	<b>35,220</b>	<b>37,900</b>
101-50-0000	<b>REVENUES GENERATED BY THE PROGRAM</b>		-	-	-	-	-
<b>NET PROGRAM (COST)/REVENUES</b>			<b>(39,615)</b>	<b>(37,660)</b>	<b>(39,898)</b>	<b>(35,220)</b>	<b>(37,900)</b>

**RECREATION BUDGET PROGRAM:  
BUDGET UNIT:**

**SUMMER CONCERTS  
101-50-5605**

FULL TIME POSITIONS			
Position Title	Overtime Hours	FY 18-19 Budget	FY 19-20 Budget
Recreation Supervisor	0	-	-
Maint Worker III	28	-	-
Maint Worker II	40	-	-
Maint Worker I	40	-	-
<b>TOTAL</b>	<b>108</b>	<b>-</b>	<b>-</b>

PART TIME POSITIONS					
Position Title	FY 18-19 Positions	FY 18-19 Adopted Hours	FY 19-20 Positions	FY 19-20 Adopted Hours	FY 19-20 Budgeted Wages
Public Safety Officer I	2	48	2	48	1,323
Recreation Leader II	8	160	8	160	2,509
<b>TOTAL</b>	<b>10</b>	<b>208</b>	<b>10</b>	<b>208</b>	<b>3,832</b>

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-50-5605	1030	PART TIME WAGES	2,112	3,560	3,830	3,738	3,832
101-50-5605	1040	OVERTIME SALARY & WAGES	3,519	4,606	4,590	4,587	4,590
101-50-5605	1080	MEDICARE	61	98	56	54	56
101-50-5605	1093	MEDICAL PT	-	8	50	50	50
<b>PERSONNEL EXPENDITURES:</b>			<b>5,692</b>	<b>8,272</b>	<b>8,526</b>	<b>8,429</b>	<b>8,528</b>
101-50-5605	2080	CONTRACT SVC/NON-CLASS	25,251	29,808	22,000	30,600	25,000
101-50-5605	2230	PROGRAMS & ACTIVITIES	4,031	4,322	5,500	5,788	5,500
<b>OPERATING EXPENDITURES:</b>			<b>29,282</b>	<b>34,131</b>	<b>27,500</b>	<b>36,388</b>	<b>30,500</b>
<b>SUMMER CONCERTS</b>			<b>34,974</b>	<b>42,402</b>	<b>36,026</b>	<b>44,817</b>	<b>39,028</b>
101-50-0000	<b>REVENUES GENERATED BY THE PROGRAM</b>		-	-	-	-	-
<b>NET PROGRAM (COST)/REVENUES</b>			<b>(34,974)</b>	<b>(42,402)</b>	<b>(36,026)</b>	<b>(44,817)</b>	<b>(39,028)</b>

**RECREATION BUDGET PROGRAM:  
BUDGET UNIT:**

**HALLOWEEN PARADE  
101-50-5606**

<b>FULL TIME POSITIONS</b>			
Position Title	Overtime Hours	FY 18-19 Budget	FY 19-20 Budget
Recreation Supervisor	36	-	-
Recreation Coordinator	36	-	-
Maint Supervisor	48	-	-
Maint Worker III	84	-	-
Maint Worker II	120	-	-
Maint Worker I	108	-	-
<b>TOTAL</b>	<b>432</b>	<b>-</b>	<b>-</b>

<b>PART TIME POSITIONS</b>					
Position Title	FY 18-19 Positions	FY 18-19 Adopted Hours	FY 19-20 Positions	FY 19-20 Adopted Hours	FY 19-20 Budgeted Wages
Public Safety Officer I	8	80	8	80	2,205
Recreation Leader II	34	300	34	350	5,488
<b>TOTAL</b>	<b>42</b>	<b>380</b>	<b>42</b>	<b>430</b>	<b>7,693</b>

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-50-5606	1030	PART TIME WAGES	5,872	7,415	7,689	8,475	7,693
101-50-5606	1040	OVERTIME SALARY & WAGES	18,005	11,726	17,425	11,341	17,425
101-50-5606	1080	MEDICARE	304	243	111	265	112
101-50-5606	1093	MEDICAL PT	29	-	-	-	-
		<b>PERSONNEL EXPENDITURES:</b>	<b>24,211</b>	<b>19,384</b>	<b>25,226</b>	<b>20,082</b>	<b>25,231</b>
101-50-5606	2230	PROGRAMS & ACTIVITIES	9,735	13,000	14,000	11,775	13,000
		<b>OPERATING EXPENDITURES:</b>	<b>9,735</b>	<b>13,000</b>	<b>14,000</b>	<b>11,775</b>	<b>13,000</b>
		<b>HALLOWEEN PARADE</b>	<b>33,945</b>	<b>32,383</b>	<b>39,225</b>	<b>31,856</b>	<b>38,230</b>
101-50-0000	4569	REVENUES GENERATED BY THE PROGRAM	-	-	-	-	-
		<b>NET PROGRAM (COST)/REVENUES</b>	<b>(33,945)</b>	<b>(32,383)</b>	<b>(39,225)</b>	<b>(31,856)</b>	<b>(38,230)</b>

**RECREATION BUDGET PROGRAM:  
BUDGET UNIT:**

**HALLOWEEN FESTIVAL  
101-50-5607**

FULL TIME POSITIONS			
Position Title	Overtime Hours	FY 18-19 Budget	FY 19-20 Budget
Recreation Supervisor	24	-	-
Recreation Coordinator	24	-	-
Maint Supervisor	9	-	-
Maint Worker III	18	-	-
Maint Worker II	36	-	-
<b>TOTAL</b>	<b>111</b>	<b>-</b>	<b>-</b>

PART TIME POSITIONS					
Position Title	FY 18-19 Positions	FY 18-19 Adopted Hours	FY 19-20 Positions	FY 19-20 Adopted Hours	FY 19-20 Budgeted Wages
Public Safety Officer I	4	20	4	20	551
Recreation Leader II	29	348	29	348	5,457
<b>TOTAL</b>	<b>33</b>	<b>368</b>	<b>33</b>	<b>368</b>	<b>6,008</b>

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-50-5607	1030	PART TIME WAGES	4,472	3,517	6,006	4,320	6,008
101-50-5607	1040	OVERTIME SALARY & WAGES	4,160	1,872	2,678	2,324	2,678
101-50-5607	1080	MEDICARE	115	71	87	95	87
101-50-5607	1093	MEDICAL PT	247	136	-	97	-
101-50-5607	1094	DENTAL PT	8	-	-	-	-
101-50-5607	1100	ACA AFFORDABILITY STIPEND	-	7	-	5	-
<b>PERSONNEL EXPENDITURES:</b>			<b>9,002</b>	<b>5,602</b>	<b>8,771</b>	<b>6,842</b>	<b>8,773</b>
101-50-5607	2080	CONTRACT SVC/NON-CLASS	-	1,665	-	-	-
101-50-5607	2230	PROGRAMS & ACTIVITIES	27,835	23,941	26,500	22,665	25,500
<b>OPERATING EXPENDITURES:</b>			<b>27,835</b>	<b>25,607</b>	<b>26,500</b>	<b>22,665</b>	<b>25,500</b>
<b>HALLOWEEN FESTIVAL</b>			<b>36,837</b>	<b>31,209</b>	<b>35,271</b>	<b>29,507</b>	<b>34,273</b>
<b>REVENUES GENERATED BY THE PROGRAM</b>			<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET PROGRAM (COST)/REVENUES</b>			<b>(36,837)</b>	<b>(31,209)</b>	<b>(35,271)</b>	<b>(29,507)</b>	<b>(34,273)</b>

**RECREATION BUDGET PROGRAM:  
BUDGET UNIT:**

**SANTA SLEIGH  
101-50-5608**

<b>FULL TIME POSITIONS</b>			
Position Title	Overtime Hours	FY 18-19 Budget	FY 19-20 Budget
Recreation Supervisor	-	-	-
Recreation Coordinator	-	-	-
<b>TOTAL</b>	-	-	-

<b>PART TIME POSITIONS</b>					
Position Title	FY 18-19 Positions	FY 18-19 Adopted Hours	FY 19-20 Positions	FY 19-20 Adopted Hours	FY 19-20 Budgeted Wages
Public Safety Officer I	6	243	6	243	6,697
Recreation Leader II	2	12	2	12	188
<b>TOTAL</b>	<b>8</b>	<b>255</b>	<b>8</b>	<b>255</b>	<b>6,885</b>

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-50-5608	1030	PART TIME WAGES	2,870	2,559	6,880	4,736	6,885
101-50-5608	1080	MEDICARE	40	35	100	65	100
<b>PERSONNEL EXPENDITURES:</b>			<b>2,909</b>	<b>2,593</b>	<b>6,979</b>	<b>4,800</b>	<b>6,984</b>
101-50-5608	2230	PROGRAMS & ACTIVITIES	10,155	12,656	11,000	10,625	11,000
<b>OPERATING EXPENDITURES:</b>			<b>10,155</b>	<b>12,656</b>	<b>11,000</b>	<b>10,625</b>	<b>11,000</b>
<b>SANTA SLEIGH</b>			<b>13,065</b>	<b>15,250</b>	<b>17,980</b>	<b>15,426</b>	<b>17,985</b>
101-50-0000	<b>REVENUES GENERATED BY THE PROGRAM</b>		-	-	-	-	-
<b>NET PROGRAM (COST)/REVENUES</b>			<b>(13,065)</b>	<b>(15,250)</b>	<b>(17,980)</b>	<b>(15,426)</b>	<b>(17,985)</b>

**RECREATION BUDGET PROGRAM:  
BUDGET UNIT:**

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

FULL TIME POSITIONS			
Position Title	Overtime Hours	FY 18-19 Budget	FY 19-20 Budget
Recreation Coordinator	-	-	-
<b>TOTAL</b>	-	-	-

PART TIME POSITIONS					
Position Title	FY 18-19 Positions	FY 18-19 Adopted Hours	FY 19-20 Positions	FY 19-20 Adopted Hours	FY 19-20 Budgeted Wages
Recreation Leader II	22	12	22	12	188
<b>TOTAL</b>	<b>22</b>	<b>12</b>	<b>22</b>	<b>12</b>	<b>188</b>

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-50-5612	1030	PART TIME WAGES	139	150	188	197	188
101-50-5612	1080	MEDICARE	2	2	3	3	3
<b>PERSONNEL EXPENDITURES:</b>			<b>141</b>	<b>152</b>	<b>191</b>	<b>200</b>	<b>191</b>
101-50-5612	2230	PROGRAMS & ACTIVITIES	-	-	350	243	350
<b>OPERATING EXPENDITURES:</b>			<b>-</b>	<b>-</b>	<b>350</b>	<b>243</b>	<b>350</b>
<b>SANTA SLEIGH - BREAKFAST PROGRAM</b>			<b>141</b>	<b>152</b>	<b>541</b>	<b>443</b>	<b>541</b>
<b>101-50-0000</b>	<b>REVENUES GENERATED BY THE PROGRAM</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET PROGRAM (COST)/REVENUES</b>			<b>(141)</b>	<b>(152)</b>	<b>(541)</b>	<b>(443)</b>	<b>(541)</b>

**RECREATION BUDGET PROGRAM:  
BUDGET UNIT:**

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

<b>FULL TIME POSITIONS</b>			
Position Title	Overtime Hours	FY 18-19 Budget	FY 19-20 Budget
Recreation Supervisor	58	-	-
Recreation Coordinator	56	-	-
Maintenance Supervisor	20	-	-
Maint Worker III	40	-	-
Maint Worker II	70	-	-
Maint Worker I	30	-	-
<b>TOTAL</b>	<b>274</b>	<b>-</b>	<b>-</b>

<b>PART TIME POSITIONS</b>					
Position Title	FY 18-19 Positions	FY 18-19 Adopted Hours	FY 19-20 Positions	FY 19-20 Adopted Hours	FY 19-20 Budgeted Wages
Public Safety Officer I	4	24	4	24	661
Recreation Leader II	22	230	22	230	3,606
<b>TOTAL</b>	<b>26</b>	<b>254</b>	<b>26</b>	<b>254</b>	<b>4,267</b>

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-50-5609	1030	PART TIME WAGES	4,727	3,172	4,266	3,243	4,267
101-50-5609	1040	OVERTIME SALARY & WAGES	9,936	6,982	4,420	7,003	4,420
101-50-5609	1080	MEDICARE	189	127	62	132	62
101-50-5609	1093	MEDICAL PT	155	81	-	96	-
101-50-5609	1094	DENTAL PT	5	-	-	-	-
101-50-5609	1100	ACA AFFORDABILITY STIPEND	-	-	-	6	-
		<b>PERSONNEL EXPENDITURES:</b>	<b>15,012</b>	<b>10,362</b>	<b>8,748</b>	<b>10,479</b>	<b>8,749</b>
101-50-5609	2230	PROGRAMS & ACTIVITIES	26,761	22,130	24,000	24,471	24,000
		<b>OPERATING EXPENDITURES:</b>	<b>26,761</b>	<b>22,130</b>	<b>24,000</b>	<b>24,471</b>	<b>24,000</b>
		<b>SNOWFEST / TREE LIGHTING</b>	<b>41,773</b>	<b>32,492</b>	<b>32,748</b>	<b>34,950</b>	<b>32,749</b>
101-50-0000		<b>REVENUES GENERATED BY THE PROGRAM</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
		<b>NET PROGRAM (COST)/REVENUES</b>	<b>(41,773)</b>	<b>(32,492)</b>	<b>(32,748)</b>	<b>(34,950)</b>	<b>(32,749)</b>



**RECREATION BUDGET PROGRAM:  
BUDGET UNIT:**

**ARTASTIC  
101-50-5614**

<b>FULL TIME POSITIONS</b>			
Position Title	Overtime Hours	FY 18-19 Budget	FY 19-20 Budget
Recreation Supervisor	28	-	-
Recreation Coordinator	52	-	-
Maint Worker III	10	-	-
Maint Worker II	30	-	-
<b>TOTAL</b>	<b>120</b>	<b>-</b>	<b>-</b>

<b>PART TIME POSITIONS</b>					
Position Title	FY 18-19 Positions	FY 18-19 Adopted Hours	FY 19-20 Positions	FY 19-20 Adopted Hours	FY 19-20 Budgeted Wages
Public Safety Officer I	2	20	3	20	551
Recreation Leader II	22	180	22	200	3,136
<b>TOTAL</b>	<b>24</b>	<b>200</b>	<b>25</b>	<b>220</b>	<b>3,687</b>

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-50-5614	1030	PART TIME WAGES	2,225	1,758	3,686	3,686	3,687
101-50-5614	1040	OVERTIME SALARY & WAGES	1,026	1,626	1,020	1,020	1,020
101-50-5614	1080	MEDICARE	47	49	53	53	53
		<b>PERSONNEL EXPENDITURES:</b>	<b>3,299</b>	<b>3,434</b>	<b>4,759</b>	<b>4,759</b>	<b>4,760</b>
101-50-5614	2080	CONTRACT SVC/NON-CLASS	-	-	-	-	-
101-50-5614	2230	PROGRAMS & ACTIVITIES	11,234	6,510	12,000	12,000	12,000
		<b>OPERATING EXPENDITURES:</b>	<b>11,234</b>	<b>6,510</b>	<b>12,000</b>	<b>12,000</b>	<b>12,000</b>
		<b>ARTASTIC</b>	<b>14,534</b>	<b>9,943</b>	<b>16,759</b>	<b>16,759</b>	<b>16,760</b>
101-50-0000		<b>REVENUES GENERATED BY THE PROGRAM</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
		<b>NET PROGRAM (COST)/REVENUES</b>	<b>(14,534)</b>	<b>(9,943)</b>	<b>(16,759)</b>	<b>(16,759)</b>	<b>(16,760)</b>

**RECREATION BUDGET PROGRAM:  
BUDGET UNIT:**

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

<b>FULL TIME POSITIONS</b>			
Position Title	Overtime Hours	FY 18-19 Budget	FY 19-20 Budget
Recreation Supervisor	8	-	-
Recreation Coordinator	8	-	-
Maint Worker II	24	-	-
<b>TOTAL</b>	<b>40</b>	<b>-</b>	<b>-</b>

<b>PART TIME POSITIONS</b>					
Position Title	FY 18-19 Positions	FY 18-19 Adopted Hours	FY 19-20 Positions	FY 19-20 Adopted Hours	FY 19-20 Budgeted Wages
Recreation Leader II	0	40	0	40	627
<b>TOTAL</b>	<b>0</b>	<b>40</b>	<b>0</b>	<b>40</b>	<b>627</b>

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-50-5615	1030	PART TIME WAGES	271	201	627	627	627
101-50-5615	1040	OVERTIME SALARY & WAGES	-	-	1,020	1,020	1,020
101-50-5615	1080	MEDICARE	4	3	9	9	9
		<b>PERSONNEL EXPENDITURES:</b>	<b>275</b>	<b>204</b>	<b>1,656</b>	<b>1,656</b>	<b>1,656</b>
101-50-5615	2080	CONTRACT SVC/NON-CLASS	653	-	2,000	2,000	2,000
101-50-5615	2230	PROGRAMS & ACTIVITIES	4,690	4,800	5,500	5,500	5,500
		<b>OPERATING EXPENDITURES:</b>	<b>5,342</b>	<b>4,800</b>	<b>7,500</b>	<b>7,500</b>	<b>7,500</b>
		<b>KIDS &amp; COPS GOLF PROGRAM</b>	<b>5,617</b>	<b>5,005</b>	<b>9,156</b>	<b>9,156</b>	<b>9,156</b>
101-50-5615	4690	REVENUES GENERATED BY THE PROGRAM	-	-	-	-	-
		<b>NET PROGRAM (COST)/REVENUES</b>	<b>(5,617)</b>	<b>(5,005)</b>	<b>(9,156)</b>	<b>(9,156)</b>	<b>(9,156)</b>

**RECREATION BUDGET PROGRAM:  
BUDGET UNIT:**

**CONCERT SHARE  
101-50-5616**

FULL TIME POSITIONS			
Position Title	Overtime Hours	FY 18-19 Budget	FY 19-20 Budget
Recreation Supervisor	-	-	-
Recreation Coordinator	-	-	-
<b>TOTAL</b>	-	-	-

PART TIME POSITIONS					
Position Title	FY 18-19 Positions	FY 18-19 Adopted Hours	FY 19-20 Positions	FY 19-20 Adopted Hours	FY 19-20 Budgeted Wages
Recreation Leader II	-	-	-	-	-
<b>TOTAL</b>	-	-	-	-	-

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-50-5616	1030	PART TIME WAGES	-	192	-	-	-
101-50-5616	1080	MEDICARE	-	3	-	-	-
101-50-5616	1093	MEDICAL PT	-	42	-	-	-
		<b>PERSONNEL EXPENDITURES:</b>	-	<b>236</b>	-	-	-
101-50-5616	2080	CONTRACT SVC/NON-CLASS	-	2,499	6,500	6,500	-
101-50-5616	2230	PROGRAMS & ACTIVITIES	-	2,323	1,500	1,500	-
		<b>OPERATING EXPENDITURES:</b>	-	<b>4,822</b>	<b>8,000</b>	<b>8,000</b>	-
		<b>CONCERT SHARE</b>	-	<b>5,058</b>	<b>8,000</b>	<b>8,000</b>	-
101-50-5616	4690	<b>REVENUES GENERATED BY THE PROGRAM</b>	-	<b>15,905</b>	<b>16,000</b>	<b>17,744</b>	-
		<b>NET PROGRAM (COST)/REVENUES</b>	-	<b>10,846</b>	<b>8,000</b>	<b>9,744</b>	-

**RECREATION BUDGET PROGRAM:  
BUDGET UNIT:**

**LAS POSADAS  
101-50-5610**

<b>FULL TIME POSITIONS</b>			
Position Title	Overtime Hours	FY 18-19 Budget	FY 19-20 Budget
Recreation Supervisor	8	-	-
Recreation Coordinator	8	-	-
Maint Worker II	44	-	-
<b>TOTAL</b>	<b>60</b>	<b>-</b>	<b>-</b>

<b>PART TIME POSITIONS</b>					
Position Title	FY 18-19 Positions	FY 18-19 Adopted Hours	FY 19-20 Positions	FY 19-20 Adopted Hours	FY 19-20 Budgeted Wages
Recreation Leader II	3	30	3	30	470
<b>TOTAL</b>	<b>3</b>	<b>30</b>	<b>3</b>	<b>30</b>	<b>470</b>

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-50-5610	1030	PART TIME WAGES	-	417	470	125	470
101-50-5610	1040	OVERTIME SALARY & WAGES	-	1,891	2,000	1,319	2,000
101-50-5610	1080	MEDICARE	-	33	7	19	7
		<b>PERSONNEL EXPENDITURES:</b>	<b>-</b>	<b>2,341</b>	<b>2,477</b>	<b>1,463</b>	<b>2,477</b>
101-50-5610	2230	PROGRAMS & ACTIVITIES	-	12,711	13,000	12,736	13,000
		<b>OPERATING EXPENDITURES:</b>	<b>-</b>	<b>12,711</b>	<b>13,000</b>	<b>12,736</b>	<b>13,000</b>
		<b>LAS POSADAS</b>	<b>-</b>	<b>15,053</b>	<b>15,477</b>	<b>14,199</b>	<b>15,477</b>
<b>101-50-0000</b>		<b>REVENUES GENERATED BY THE PROGRAM</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
		<b>NET PROGRAM (COST)/REVENUES</b>	<b>-</b>	<b>(15,053)</b>	<b>(15,477)</b>	<b>(14,199)</b>	<b>(15,477)</b>

**RECREATION BUDGET PROGRAM:  
BUDGET UNIT:**

**COMMUNITY CONGRESS  
101-50-5618**

<b>FULL TIME POSITIONS</b>			
Position Title	Overtime Hours	FY 18-19 Budget	FY 19-20 Budget
Recreation Supervisor	-	-	-
Recreation Coordinator	-	-	-
Maint Worker II	-	-	-
<b>TOTAL</b>	-	-	-

<b>PART TIME POSITIONS</b>					
Position Title	FY 18-19 Positions	FY 18-19 Adopted Hours	FY 19-20 Positions	FY 19-20 Adopted Hours	FY 19-20 Budgeted Wages
Recreation Leader II	-	-	-	-	-
<b>TOTAL</b>	-	-	-	-	-

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 16-17 ACTUAL	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-50-5618	2230	PROGRAMS & ACTIVITIES	-	24,387	-	-	-
		<b>OPERATING EXPENDITURES:</b>	-	<b>24,387</b>	-	-	-
		<b>COMMUNITY CONGRESS</b>	-	<b>24,387</b>	-	-	-
101-50-0000		<b>REVENUES GENERATED BY THE PROGRAM</b>	-	-	-	-	-
		<b>NET PROGRAM (COST)/REVENUES</b>	-	<b>(24,387)</b>	-	-	-

# COMMUNITY DEVELOPMENT ADMINISTRATION

## ACTIVITIES AND OBJECTIVES

### **Description of Activities**

The Community Development Administration oversees and manages the department's four divisions: Economic Development; Building & Safety; Planning; 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. 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.

### **Objectives**

- 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.
- Represent Norwalk in the community, region and State in matters pertaining to Community Development.
- Implement Economic Development Opportunities Plan and continue supporting programs to strengthen existing businesses and attract new business development.
- Continue Norwalk Education Alliance efforts to connect residents to careers.
- Develop strategies to attract business investment into commercial areas.
- Coordinate with agencies involved in the Greenline Extension project.
- Oversee department's customer service by focusing on faster, friendlier, and ethical services.

# COMMUNITY DEVELOPMENT ADMINISTRATION

## ACTIVITIES AND OBJECTIVES

- Analyze economic and demographic trends on an ongoing basis that will support planning for economic stability.
- Manage all department agreements as well as public and customer relations.
- Increase and improve technical education and training department-wide.
- Continue implementing the Records Retention program for the Community Development Department.

**Budget Program: Community Development - Administration, 6101**

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 18-19 Adopted Allocation</b>	<b>FY 19-20 Adopted Allocation</b>	<b>FY 18-19 Budgeted Salary</b>	<b>FY 19-20 Budgeted Salary</b>	<b>Position Title</b>	<b>FY 18-19 Adopted Hours</b>	<b>FY 19-20 Adopted Hours</b>	<b>FY 18-19 Number of PT Positions</b>	<b>FY 19-20 Number of PT Positions</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Wages</b>
Director of Community Development (a)	0.90	0.90	142,188	135,408							
Senior Management Analyst (b)	0.90	0.90	79,894	79,900							
Management Analyst	1.00	1.00	77,176	77,171							
Administrative Secretary	1.00	1.00	67,954	67,956							
Office Assistant III	1.00	1.00	67,945	67,956							
(a) 5% CDBG, 2% High Speed Rail, 2% Environmental Services, 1% Prop C Admin											
(b) 5% Environmental Services, 3% Prop C Administration, 2% High Speed Rail											
<b>TOTAL</b>	<b>4.80</b>	<b>4.80</b>	<b>435,157</b>	<b>428,391</b>	<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



## COMMUNITY DEVELOPMENT

### Administration ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2055	<b>Legal Advertising:</b> Publishing of public notices as required by law	\$ 3,000
2080	<b>Contract Services - Non-Classified:</b> Property information reports	2,400
2086	<b>Legal Services:</b> Additional legal services	5,000
2110	<b>Conferences &amp; Meetings:</b> League of California Cities Planning Institute	1,500
2111	<b>Memberships:</b> American Planning Association and City membership to International Council of Shopping Centers (ICSC)	1,800
2130	<b>Office Equipment Maintenance:</b> Computers, copiers, printers, scanner, and miscellaneous equipment	1,700
2140	<b>Office Supplies:</b> Special and general office supplies needed to maintain operation of department and divisions	13,000
2141	<b>Postage:</b> Mailing postage expenses	5,000

# COMMUNITY DEVELOPMENT

## Administration ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2170	<b>Special Materials &amp; Supplies:</b> Supplies for records retention project, special projects/presentations, drafting/graphics supplies, plan reproduction, and other materials	5,000
2190	<b>Telephone &amp; Fax:</b>	11,200
2250	<b>Training:</b> Training opportunities as appropriate for staff	1,000
2490	<b>Bank Services Charges:</b> Charges incurred through credit card transactions	21,000
3860	<b>Capital Outlay - Office Equipment:</b>	17,600
	<i>55"collaboration display boards (2), new</i>	<i>7,670</i>
	<i>Color printer (replacing asset #12422)</i>	<i>2,730</i>
	<i>Copier (replacing asset #12937)</i>	<i>7,200</i>
435-2080 Bond Proceeds	<b>Contract Services - Non-Classified:</b>	70,000
	<i>Economic development consultant</i>	<i>50,000</i>
	<i>Terra Realty Advisors Inc.</i>	<i>20,000</i>

## COMMUNITY DEVELOPMENT

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-61-6101	1020	SALARIES & WAGES	404,311	444,236	397,224	428,391
101-61-6101	1022	NON PERS - SALARIES & WAGES	2,165	2,158	1,568	-
101-61-6101	1048	MEDICAL OPT-OUT-GEN. UNIT	4,380	4,800	4,800	4,800
101-61-6101	1049	BI-LINGUAL/CERTIFICATION PAY	646	-	1,170	1,300
101-61-6101	1052	AUTO ALLOWANCE	-	4,320	4,800	4,320
101-61-6101	1060	PAID SICK LEAVE	5,193	11,700	2,692	3,100
101-61-6101	1065	ACCRUED PAID VACATION	14,275	17,000	20,592	17,000
101-61-6101	1070	PAID SICK LEAVE ON TERMINATION	-	-	47,836	-
101-61-6101	1078	MANAGEMENT BENEFIT 401A	2,541	8,289	5,421	5,417
101-61-6101	1080	MEDICARE	4,201	8,868	7,048	6,822
101-61-6101	1081	MGMT BENEFIT/MEDICAL	6,367	6,354	3,483	6,177
101-61-6101	1082	PERS - EMPLOYEES' PORTION	6,429	-	-	-
101-61-6101	1083	PERS - EMPLOYER PORTION	101,342	111,125	111,103	136,094
101-61-6101	1085	LIFE INSURANCE	1,124	1,904	1,165	1,362
101-61-6101	1088	LONG-TERM DISABILITY INSURANCE	3,771	5,707	3,544	4,326
101-61-6101	1090	MEDICAL INS - FT EMPLOYEES	30,432	63,845	46,344	48,191
101-61-6101	1091	DENTAL INS - FT EMPLOYEES	4,752	5,606	3,364	4,438
101-61-6101	1092	VISION INS - FT EMPLOYEES	769	1,132	708	768
101-61-6101	1095	MEDICAL INS - RETIREES	24,170	27,800	26,720	23,700
101-61-6101	1097	WORKER'S COMPENSATION	6,852	6,226	6,228	4,893
101-61-6101	1999	ALLOCATED PAYROLL	(3,004)	-	-	-
<b>PERSONNEL EXPENDITURES:</b>			<b>620,715</b>	<b>731,069</b>	<b>695,811</b>	<b>701,099</b>

**COMMUNITY DEVELOPMENT**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-61-6101	2055	LEGAL ADVERTISING	728	3,000	250	3,000
101-61-6101	2080	CONTRACT SVC/NON-CLASS	12,609	56,400	56,400	2,400
101-61-6101	2086	LEGAL SERVICES	-	-	-	5,000
101-61-6101	2110	CONFERENCES & MEETINGS	174	1,500	200	1,500
101-61-6101	2111	MEMBERSHIPS	-	1,800	50	1,800
101-61-6101	2130	OFFICE EQPT MTCE	2,555	2,100	2,100	1,700
101-61-6101	2140	OFFICE SUPPLIES	15,153	13,000	10,000	13,000
101-61-6101	2141	POSTAGE	2,894	5,000	1,300	5,000
101-61-6101	2170	SPECIAL MAT'LS-SUPPLIES	437	5,000	500	5,000
101-61-6101	2177	LA CO.CLERK-ENVIR.FILING	2,224	2,500	2,000	2,500
101-61-6101	2190	TELEPHONE & FAX	13,256	13,200	10,400	11,200
101-61-6101	2220	VEHICLE MTCE & SUPPLIES	504	-	-	-
101-61-6101	2240	DUPLICATING SERVICE CHG	6,214	11,600	3,080	11,600
101-61-6101	2250	TRAINING EXPENSE	99	1,000	-	1,000
101-61-6101	2490	BANK SERVICE CHARGES	20,810	21,000	14,240	21,000
101-61-6101	2989	COST OF PROPERTY	10	-	-	-
<b>OPERATING EXPENDITURES:</b>			<b>77,667</b>	<b>137,100</b>	<b>100,520</b>	<b>85,700</b>

**COMMUNITY DEVELOPMENT**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-61-6101	3860	C/O-OFFICE EQUIPMENT	589	1,200	126	17,600
101-61-6101	3870	C/O OFFICE FURNITURE	-	660	644	-
<b>CAPITAL OUTLAY EXPENDITURES:</b>			<b>589</b>	<b>1,860</b>	<b>770</b>	<b>17,600</b>
<b>GENERAL FUND - COMMUNITY DEVELOPMENT TOTAL:</b>			<b>698,970</b>	<b>870,029</b>	<b>797,101</b>	<b>804,399</b>

## COMMUNITY DEVELOPMENT

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
435-61-6101	2080	CONTRACT SVC/NON-CLASS	54,448	91,500	91,500	70,000
		<b>RDA BONDS FUND - COMMUNITY DEVELOPMENT TOTAL:</b>	<b>54,448</b>	<b>91,500</b>	<b>91,500</b>	<b>70,000</b>
745-61-6101	3860	C/O-OFFICE EQUIPMENT	2,379	-	1,654	-
		<b>CAPITAL OUTLAY EXPENDITURES:</b>	<b>2,379</b>	<b>-</b>	<b>1,654</b>	<b>-</b>
		<b>COMPUTER REPLACEMENT FUND - COMMUNITY DEVELOPMENT TOTAL:</b>	<b>2,379</b>	<b>-</b>	<b>1,654</b>	<b>-</b>
		<b>COMMUNITY DEVELOPMENT TOTAL (ALL FUNDS) :</b>	<b>755,797</b>	<b>961,529</b>	<b>890,255</b>	<b>874,399</b>

# **BUILDING AND SAFETY**

## **ACTIVITIES AND OBJECTIVES**

### **Description of Activities**

The Building and Safety 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 management 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.
- Provide onsite plan check services for plan revisions and minor projects.

**Budget Program: Community Development - Building and Safety, 6102**

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 18-19 Adopted Allocation</b>	<b>FY 19-20 Adopted Allocation</b>	<b>FY 18-19 Budgeted Salary</b>	<b>FY 19-20 Budgeted Salary</b>	<b>Position Title</b>	<b>FY 18-19 Adopted Hours</b>	<b>FY 19-20 Adopted Hours</b>	<b>FY 18-19 Number of PT Positions</b>	<b>FY 19-20 Number of PT Positions</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Wages</b>
Building & Safety Manager (a)	0.95	0.95	125,400	125,400							
Senior Building Inspector	1.00	1.00	97,539	97,536							
Building Inspector II	1.00	1.00	84,809	84,804							
Building Inspector I	1.00	1.00	63,792	70,324							
Permit Technician	3.00	3.00	191,320	191,592							
Office Assistant II (b)	1.00	0.00	55,461	-							
(a) 5% Environmental Services											
(b) Transferred to Housing Authority - 6302											
<b>TOTAL</b>	<b>7.95</b>	<b>6.95</b>	<b>618,321</b>	<b>569,656</b>	<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



# BUILDING AND SAFETY

## ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2050	<b>Publications:</b> Code books and miscellaneous technical publications	\$ 7,500
2070	<b>Contract Services - Classified:</b>	<b>202,500</b>
	<i>Contract services plan check (65% of plan check)</i>	162,500
	<i>Onsite plan check services</i>	40,000
2080	<b>Contract Services - Non-Classified:</b>	<b>128,750</b>
	<i>Plan scanning</i>	110,000
	<i>Substandard rehabilitation – board-ups</i>	15,000
	<i>Waste Tracking Online Service</i>	3,750
2111	<b>Memberships:</b> 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)	<b>2,800</b>
2250	<b>Training:</b> Training opportunities as appropriate for staff	<b>6,000</b>
101-3870	<b>Capital Outlay - Office Furniture:</b> Drafting table, new	<b>1,500</b>

## BUILDING & SAFETY

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-61-6102	1020	SALARIES & WAGES	424,543	618,321	517,156	569,656
101-61-6102	1022	NON PERS - SALARIES & WAGES	2,073	3,655	3,781	-
101-61-6102	1040	OVERTIME SALARY & WAGES	-	200	1,097	200
101-61-6102	1049	BILINGUAL/CERTIFICATION PAY	1,950	1,950	2,015	1,950
101-61-6102	1060	PAID SICK LEAVE	8,668	3,400	6,284	5,900
101-61-6102	1065	ACCRUED PAID VACATION	10,678	6,600	10,641	8,390
101-61-6102	1078	MANAGEMENT BENEFIT 401A	1,800	2,508	1,662	2,508
101-61-6102	1080	MEDICARE	6,315	9,228	7,868	8,535
101-61-6102	1081	MGMT BENEFIT/MEDICAL	1,704	2,397	1,398	-
101-61-6102	1082	PERS - EMPLOYEES' PORTION	7,084	-	-	-
101-61-6102	1083	PERS - EMPLOYER PORTION	106,790	176,270	144,797	180,973
101-61-6102	1084	UNIFORM ALLOWANCE	-	3,500	855	3,500
101-61-6102	1085	LIFE INSURANCE	1,256	1,930	1,276	1,477
101-61-6102	1088	LONG-TERM DISABILITY INSURANCE	4,029	6,245	4,429	5,754
101-61-6102	1090	MEDICAL INS - FT EMPLOYEES	68,754	105,722	89,835	106,370
101-61-6102	1091	DENTAL INS - FT EMPLOYEES	6,970	9,285	7,627	8,117
101-61-6102	1092	VISION INS - FT EMPLOYEES	1,007	1,409	1,117	1,257
101-61-6102	1095	MEDICAL INS - RETIREES	12,809	17,400	16,808	39,100
101-61-6102	1097	WORKER'S COMPENSATION	15,024	9,810	9,804	9,605
<b>PERSONNEL EXPENDITURES:</b>			<b>681,453</b>	<b>979,830</b>	<b>828,450</b>	<b>953,292</b>

## BUILDING & SAFETY

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
101-61-6102	2050	PUBLICATIONS	564	1,500	500	7,500
101-61-6102	2070	CONTRACT SVC-CLASSIFIED	150,611	202,500	186,575	202,500
101-61-6102	2080	CONTRACT SVC/NON-CLASS	15,038	90,000	70,032	128,750
101-61-6102	2111	MEMBERSHIPS	2,565	2,800	1,500	2,800
101-61-6102	2220	VEHICLE MTCE & SUPPLIES	13,687	19,700	19,700	18,690
101-61-6102	2250	TRAINING EXPENSE	3,430	4,000	4,000	6,000
<b>OPERATING EXPENDITURES:</b>			<b>185,894</b>	<b>320,500</b>	<b>282,307</b>	<b>366,240</b>
101-61-6102	3860	C/O-OFFICE EQUIPMENT	-	19,500	19,413	-
101-61-6102	3870	C/O-FURNITURE	-	1,310	1,288	1,500
<b>CAPITAL OUTLAY EXPENDITURES:</b>			<b>-</b>	<b>20,810</b>	<b>20,701</b>	<b>1,500</b>
<b>GENERAL FUND -BULIDING &amp; SAFTEY TOTAL:</b>			<b>867,347</b>	<b>1,321,140</b>	<b>1,131,458</b>	<b>1,321,032</b>

## BUILDING & SAFETY

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
745-61-6102	3860	C/O-OFFICE EQUIPMENT	(1)	-	-	-
		<b>CAPITAL OUTLAY EXPENDITURES:</b>	<b>(1)</b>	<b>-</b>	<b>-</b>	<b>-</b>
		<b>COMPUTER REPLACEMENT FUND - BUILDING &amp; SAFETY TOTAL:</b>	<b>(1)</b>	<b>-</b>	<b>-</b>	<b>-</b>
746-61-6102	3820	C/O-VEHICLE EQUIPMENT	23,493	-	-	-
		<b>CAPITAL OUTLAY EXPENDITURES:</b>	<b>23,493</b>	<b>-</b>	<b>-</b>	<b>-</b>
		<b>VEHICLE REPLACEMENT FUND - BUILDING &amp; SAFETY TOTAL:</b>	<b>23,493</b>	<b>-</b>	<b>-</b>	<b>-</b>
		<b>BUILDING &amp; SAFETY TOTAL (ALL FUNDS):</b>	<b>890,840</b>	<b>1,321,140</b>	<b>1,131,458</b>	<b>1,321,032</b>

# 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.



**PLANNING**  
ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2050	<b>Publications:</b> Planning advisory service	\$ 920
2080	<b>Contract Services - Classified:</b>	<b>115,500</b>
	<i>Entitlement processing, code amendments, preparation of environmental documents, and general planning services</i>	<i>45,000</i>
	<i>GIS annual maintenance fee</i>	<i>500</i>
	<i>Consultant to update City's housing element</i>	<i>50,000</i>
	<i>Planning Database</i>	<i>20,000</i>
2111	<b>Memberships:</b> American Planning Association and American Institute of Certified Planners	<b>1,260</b>
2250	<b>Training:</b> Training opportunities as appropriate for staff	<b>4,000</b>
3870	<b>Capital Outlay - Office Equipment</b> Rotary file cabinets (4), new	<b>10,000</b>

**PLANNING**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-61-6105	1020	SALARIES & WAGES	408,422	601,310	475,540	607,836
101-61-6105	1022	NON PERS - SALARIES & WAGES	541	2,269	2,270	-
101-61-6105	1048	MEDICAL OPT-OUT-GEN. UNIT	3,200	4,800	4,800	4,800
101-61-6105	1049	BILINGUAL/CERTIFICATION PAY	1,950	1,300	1,950	1,950
101-61-6105	1060	PAID SICK LEAVE	-	-	3,162	3,100
101-61-6105	1065	ACCRUED PAID VACATION	-	-	-	1,010
101-61-6105	1078	MANAGEMENT BENEFIT 401A	-	-	-	449
101-61-6105	1080	MEDICARE	5,837	7,086	7,072	8,977
101-61-6105	1082	PERS - EMPLOYEES' PORTION	5,284	-	-	-
101-61-6105	1083	PERS - EMPLOYER PORTION	102,753	186,935	133,172	193,100
101-61-6105	1085	LIFE INSURANCE	850	1,305	1,169	1,318
101-61-6105	1088	LONG-TERM DISABILITY INSURANCE	3,839	4,851	4,029	6,139
101-61-6105	1090	MEDICAL INS - FT EMPLOYEES	45,049	53,639	52,564	82,974
101-61-6105	1091	DENTAL INS - FT EMPLOYEES	4,494	5,840	5,020	7,008
101-61-6105	1092	VISION INS - FT EMPLOYEES	655	760	756	1,124
101-61-6105	1097	WORKER'S COMPENSATION	4,920	5,293	5,292	6,943
<b>PERSONNEL EXPENDITURES:</b>			<b>587,792</b>	<b>875,388</b>	<b>696,797</b>	<b>926,728</b>



**PLANNING**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
101-61-6105	2050	PUBLICATIONS	-	920	695	920
101-61-6105	2080	CONTRACT SVC/NON-CLASS	5,419	50,587	50,587	115,500
101-61-6105	2111	MEMBERSHIPS	1,269	1,260	1,260	1,260
101-61-6105	2250	TRAINING EXPENSE	58	4,000	4,000	4,000
<b>OPERATING EXPENDITURES:</b>			<b>6,746</b>	<b>56,767</b>	<b>56,542</b>	<b>121,680</b>
101-61-6105	3870	C/O-FURNITURE	-	880	880	10,000
<b>CAPITAL OUTLAY EXPENDITURES:</b>			<b>-</b>	<b>880</b>	<b>880</b>	<b>10,000</b>
<b>GENERAL FUND - PLANNING TOTAL:</b>			<b>594,538</b>	<b>933,035</b>	<b>754,219</b>	<b>1,058,408</b>
745-61-6105	3860	C/O-OFFICE EQUIPMENT	3,758	-	-	-
<b>CAPITAL OUTLAY EXPENDITURES:</b>			<b>3,758</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>COMPUTER REPLACEMENT FUND - PLANNING TOTAL:</b>			<b>3,758</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>PLANNING TOTAL (ALL FUNDS):</b>			<b>598,296</b>	<b>933,035</b>	<b>754,219</b>	<b>1,058,408</b>

# HOUSING AND NEIGHBORHOOD DEVELOPMENT

## ACTIVITIES AND OBJECTIVES

### **Description of Activities**

The Housing and Neighborhood Development Division includes the Norwalk Housing Authority (NHA) and Community Development Block Grant (CDBG) programs. 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).

### **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 sub recipients, 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**

<b>Position Title</b>	<b>FY 18-19 Adopted Allocation</b>	<b>FY 19-20 Adopted Allocation</b>	<b>FY 18-19 Budgeted Salary</b>	<b>FY 19-20 Budgeted Salary</b>	<b>Position Title</b>	<b>FY 18-19 Adopted Hours</b>	<b>FY 19-20 Adopted Hours</b>	<b>FY 18-19 Number of PT Positions</b>	<b>FY 19-20 Number of PT Positions</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Wages</b>
City Manager (a)	0.01	0.01	2,652	2,732							
Director of Community Development (b)	0.05	0.05	7,896	7,524							
Director of Finance/Treasurer (c)	0.05	0.05	7,899	7,899							
Housing Manager (d)	0.30	0.15	36,288	18,144							
Controller/Deputy Treasurer (e)	0.10	0.10	13,200	13,200							
Community Development Specialist (f)	0.15	0.10	13,388	8,926							
Community Development Assistant (g)	0.10	0.10	6,642	6,642							
Office Assistant II (h)	0.40	0.50	19,703	27,182							
(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, 5% Prop C Admin, 1% Childcare, 1% Childcare - Stage 1											
(d) 65% Section 8, 10% HOME, 10% Housing Successor Agency											
(e) 57% Finance, 10% Water, 10% SA-RDA, 8% Prop C Admin, 5% Sewer											
(f) 70% Res. Rehab., 20% CDBG- Commercial Rehab.											
(g) 85% Res. Rehab., 5% CDBG HOME											
(h) 45% Res. Rehab., 5% CDBG HOME											
<b>TOTAL</b>	<b>1.16</b>	<b>1.06</b>	<b>107,668</b>	<b>92,249</b>	<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## HOUSING AND NEIGHBORHOOD DEVELOPMENT

### Community Development Block Grant - Planning & Administration ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2080	<b>Contract Services - Non-Classified:</b>  <i>Consolidated plan consultant</i> <i>Fair Housing services</i>	<b>\$ 43,000</b>  <i>28,000</i> <i>15,000</i>
2086	<b>Legal Services:</b>  Legal services	<b>4,000</b>

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

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
207-62-6201	1020	SALARIES & WAGES	111,640	107,668	104,533	92,249
207-62-6201	1022	NON PERS - SALARIES & WAGES	220	200	167	-
207-62-6201	1049	BILINGUAL/CERTIFICATION PAY	786	585	620	585
207-62-6201	1052	AUTO ALLOWANCE	402	552	511	552
207-62-6201	1054	CELLPHONE ALLOWANCE	6	-	12	-
207-62-6201	1060	PAID SICK LEAVE	801	1,000	1,126	5,700
207-62-6201	1065	ACCRUED PAID VACATION	2,925	900	1,581	2,590
207-62-6201	1070	PAID SICK LEAVE ON TERMINATION	641	-	2,372	-
207-62-6201	1075	SEVERANCE PAY	450	-	-	-
207-62-6201	1078	MANAGEMENT BENEFIT 401A	1,675	2,009	2,035	1,638
207-62-6201	1080	MEDICARE	1,732	1,631	1,638	1,529
207-62-6201	1081	MGMT BENEFIT/MEDICAL	1,771	1,670	1,699	2,183
207-62-6201	1082	PERS - EMPLOYEE'S PORTION	773	-	-	-
207-62-6201	1083	PERS - EMPLOYER PORTION	28,150	30,696	29,327	29,310
207-62-6201	1085	LIFE INSURANCE	294	340	287	253
207-62-6201	1088	LONG-TERM DISABILITY INSURANCE	1,054	1,088	929	932

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

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
207-62-6201	1090	MEDICAL INS - FT EMPLOYEES	13,012	13,708	13,060	12,591
207-62-6201	1091	DENTAL INS - FT EMPLOYEES	1,575	1,358	1,287	1,241
207-62-6201	1092	VISION INS - FT EMPLOYEES	291	288	268	242
207-62-6201	1097	WORKER'S COMPENSATION	1,404	1,185	1,188	1,053
207-62-6201	1098	OPEB - ACTIVE FT EMPLOYEES	8,700	10,600	10,600	10,600
<b>PERSONNEL EXPENDITURES:</b>			<b>178,301</b>	<b>175,479</b>	<b>173,238</b>	<b>163,247</b>

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

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
207-62-6201	2055	LEGAL ADVERTISING	1,592	1,000	2,000	2,000
207-62-6201	2080	CONTRACT SVC/NON-CLASS	12,623	13,820	12,820	43,000
207-62-6201	2086	LEGAL SERVICES	133	3,000	5,000	4,000
207-62-6201	2110	CONFERENCES & MEETINGS	-	-	-	2,000
207-62-6201	2140	OFFICE SUPPLIES	1,676	1,500	2,000	2,000
207-62-6201	2141	POSTAGE	962	1,200	1,200	1,200
207-62-6201	2190	TELEPHONE & FAX	771	600	600	700
207-62-6201	2220	VEHICLE MTCE & SUPPLIES	1,127	1,800	1,100	1,890
207-62-6201	2240	DUPLICATING SERVICE CHG	463	1,000	1,200	1,200
207-62-6201	2250	TRAINING EXPENSE	920	1,500	1,200	3,000
207-62-6201	2400	AUDIT FEES	1,035	1,100	558	1,100
<b>OPERATING EXPENDITURES:</b>			<b>21,300</b>	<b>26,520</b>	<b>27,678</b>	<b>62,090</b>
207-62-6201	3860	C/O-OFFICE EQUIPMENT	3,007	800	800	-
<b>CAPITAL OUTLAY EXPENDITURES:</b>			<b>3,007</b>	<b>800</b>	<b>800</b>	<b>-</b>
<b>CDBG FUND - PLANNING &amp; ADMIN TOTAL:</b>			<b>202,608</b>	<b>202,799</b>	<b>201,716</b>	<b>225,337</b>





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

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
207-62-6202	1020	SALARIES & WAGES	117,539	129,710	128,903	143,402
207-62-6202	1022	NON PERS - SALARIES & WAGES	1,022	1,100	1,178	-
207-62-6202	1049	BILINGUAL/CERTIFICATION PAY	1,973	2,145	2,101	2,308
207-62-6202	1060	PAID SICK LEAVE	1,749	1,700	3,341	1,700
207-62-6202	1065	ACCRUED PAID VACATION	-	2,100	7,100	2,100
207-62-6202	1080	MEDICARE	1,776	1,983	2,068	2,169
207-62-6202	1082	PERS - EMPLOYEES' PORTION	3,067	-	-	-
207-62-6202	1083	PERS - EMPLOYER PORTION	29,925	36,978	36,537	45,558
207-62-6202	1085	LIFE INSURANCE	379	433	388	467
207-62-6202	1088	LONG-TERM DISABILITY INSURANCE	1,143	1,310	1,081	1,448
207-62-6202	1090	MEDICAL INS - FT EMPLOYEES	13,985	15,515	14,684	17,444
207-62-6202	1091	DENTAL INS - FT EMPLOYEES	2,200	2,161	2,095	2,337
207-62-6202	1092	VISION INS - FT EMPLOYEES	270	281	271	304
207-62-6202	1095	MEDICAL INS - RETIREES	21,338	23,900	23,636	23,900
207-62-6202	1097	WORKER'S COMPENSATION	1,404	1,429	1,428	1,638
207-62-6202	1098	OPEB-FUTURE FTE RETIREES	11,700	800	800	800
<b>PERSONNEL EXPENDITURES:</b>			<b>209,469</b>	<b>221,545</b>	<b>225,609</b>	<b>245,574</b>

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

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
207-62-6202	2080	CONTRACT SVC/NON-CLASS	225	-	-	-
207-62-6202	2116	RESIDENTIAL LOANS/REBATES	658,475	582,000	640,000	501,585
207-62-6202	2117	LEAD TESTING / ABATEMENT	65,241	56,000	40,000	50,000
207-62-6202	2220	VEHICLE MTCE & SUPPLIES	140	-	-	-
<b>OPERATING EXPENDITURES:</b>			<b>724,080</b>	<b>638,000</b>	<b>680,000</b>	<b>551,585</b>
<b>CDBG FUND - RESIDENTIAL REHABILITATION TOTAL:</b>			<b>933,549</b>	<b>859,545</b>	<b>905,609</b>	<b>797,159</b>

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

BUDGET UNIT	ACCT	DESCRIPTION	FY 17-18 ACTUAL	FY 18-19 ADOPTED BUDGET	ESTIMATED ACTUAL FY 18-19	FY 19-20 ADOPTED BUDGET
<b>CDBG FUND - NEIGHBORHOOD BEAUTIFICATION PROGRAM</b>						
207-62-6206	1020	SALARIES & WAGES	2,509	-	-	-
207-62-6206	1049	BILINGUAL/CERTIFICATION PAY	43	-	-	-
207-62-6206	1080	MEDICARE	37	-	-	-
207-62-6206	1082	PERS - EMPLOYEES' PORTION	69	-	-	-
207-62-6206	1083	PERS - EMPLOYER PORTION	639	-	-	-
207-62-6206	1085	LIFE INSURANCE	11	-	-	-
207-62-6206	1088	LONG-TERM DISABILITY INSURANCE	29	-	-	-
207-62-6206	1090	MEDICAL INS - FT EMPLOYEES	297	-	-	-
207-62-6206	1091	DENTAL INS - FT EMPLOYEES	52	-	-	-
207-62-6206	1092	VISION INS - FT EMPLOYEES	6	-	-	-
207-62-6206	1097	WORKER'S COMPENSATION	168	-	-	-
207-62-6206	1098	OPEB	1,590	-	-	-
		<b>PERSONNEL EXPENDITURES:</b>	<b>5,451</b>	-	-	-
207-62-6206	2115	NEIGHBORHOOD BEAUTIFICATION	10,000	-	-	-
		<b>OPERATING EXPENDITURES:</b>	<b>10,000</b>	-	-	-
		<b>CDBG FUND - NEIGHBORHOOD BEAUTIFICATION PROGRAM TOTAL:</b>	<b>15,451</b>	-	-	-



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

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
<b>CDBG FUND - COMMERCIAL REHABILITATION PROGRAM</b>						
207-62-6207	1020	SALARIES & WAGES	12,162	17,850	11,982	17,852
207-62-6207	1022	NON PERS - SALARIES & WAGES	136	179	67	-
207-62-6207	1049	BILINGUAL/CERTIFICATION PAY	181	260	174	260
207-62-6207	1060	PAID SICK LEAVE	407	600	6,850	6,850
207-62-6207	1065	ACCRUED PAID VACATION	-	100	600	600
207-62-6207	1080	MEDICARE	187	261	285	371
207-62-6207	1082	PERS - EMPLOYEES' PORTION	375	-	-	-
207-62-6207	1083	PERS - EMPLOYER PORTION	3,091	5,089	3,390	5,672
207-62-6207	1085	LIFE INSURANCE	41	70	43	70
207-62-6207	1088	LONG-TERM DISABILITY INSURANCE	104	180	101	180
207-62-6207	1090	MEDICAL INS - FT EMPLOYEES	978	1,531	1,021	1,545
207-62-6207	1091	DENTAL INS - FT EMPLOYEES	157	234	161	234
207-62-6207	1092	VISION INS - FT EMPLOYEES	19	31	21	31
207-62-6207	1097	WORKER'S COMPENSATION	168	197	192	204
207-62-6207	1098	OPEB	530	-	-	-
<b>PERSONNEL EXPENDITURES:</b>			<b>18,537</b>	<b>26,582</b>	<b>24,889</b>	<b>33,869</b>

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

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
207-62-6207	2707	CHDO REHABILITATION	-	50,000	50,000	-
207-62-6207	2122	COMMERCIAL IMPROVEMENT	6,456	156,600	156,600	105,000
<b>OPERATING EXPENDITURES:</b>			<b>6,456</b>	<b>206,600</b>	<b>206,600</b>	<b>105,000</b>
<b>CDBG FUND - COMMERCIAL REHABILITATION PROGRAM TOTAL:</b>			<b>24,994</b>	<b>233,182</b>	<b>231,489</b>	<b>138,869</b>
<b>CDBG FUND - REHABILITATION PROGRAM TOTAL:</b>			<b>973,994</b>	<b>1,092,727</b>	<b>1,137,098</b>	<b>936,028</b>



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

Account Number	Description	FY 19-20 COST
2080	<b>Contract Services - Non-Classified:</b> Loan management services (cost split with Residential Rehab)	\$ 1,700
2086	<b>Legal Services:</b> Legal services	5,000
2707	<b>Community Housing Development Organization (CHDO):</b> Required set-aside funds for non-profit community based organization to develop, sponsor, and own affordable housing within the City of Norwalk	273,723



**HOUSING AND NEIGHBORHOOD DEVELOPMENT  
HOME PROGRAM**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
208-62-6203	1020	SALARIES & WAGES	24,810	21,856	24,264	18,134
208-62-6203	1022	NON PERS - SALARIES & WAGES	141	78	145	-
208-62-6203	1049	BILINGUAL/CERTIFICATION PAY	267	156	231	98
208-62-6203	1060	PAID SICK LEAVE	253	400	271	200
208-62-6203	1065	ACCRUED PAID VACATION	-	300	410	500
208-62-6203	1078	MANAGEMENT BENEFIT 401A	171	242	186	242
208-62-6203	1080	MEDICARE	371	330	370	282
208-62-6203	1081	MGMT BENEFIT/MEDICAL	66	23	98	352
208-62-6203	1082	PERS - EMPLOYEES' PORTION	409	-	-	-
208-62-6203	1083	PERS - EMPLOYER PORTION	6,279	6,233	6,832	5,763
208-62-6203	1085	LIFE INSURANCE	78	79	76	61
208-62-6203	1088	LONG-TERM DISABILITY INSURANCE	220	221	199	183
208-62-6203	1090	MEDICAL INS - FT EMPLOYEES	2,999	3,330	2,968	3,002
208-62-6203	1091	DENTAL INS - FT EMPLOYEES	354	282	304	235
208-62-6203	1092	VISION INS - FT EMPLOYEES	57	60	55	53
208-62-6203	1097	WORKER'S COMPENSATION	312	241	240	207
208-62-6203	1098	OPEB-FUTURE FTE RETIREES	1,100	800	800	800
<b>PERSONNEL EXPENDITURES:</b>			<b>37,885</b>	<b>34,631</b>	<b>37,447</b>	<b>30,112</b>

**HOUSING AND NEIGHBORHOOD DEVELOPMENT  
HOME PROGRAM**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
208-62-6203	2080	CONTRACT SVC/NON-CLASS	3,853	1,400	1,400	1,700
208-62-6203	2086	LEGAL SERVICES	1,425	3,000	5,000	5,000
208-62-6203	2119	HOME REPAIR	138,296	80,000	96,025	10,000
208-62-6203	2121	SECURITY DEPOSIT ASSISTANCE	15,700	55,000	55,000	60,000
208-62-6203	2707	CHDO	11,650	237,344	237,344	273,723
<b>OPERATING EXPENDITURES:</b>			<b>170,924</b>	<b>376,744</b>	<b>394,769</b>	<b>350,423</b>
<b>HOME FUND PROGRAM TOTAL:</b>			<b>208,809</b>	<b>411,375</b>	<b>432,216</b>	<b>380,535</b>

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

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 18-19 Adopted Allocation</b>	<b>FY 19-20 Adopted Allocation</b>	<b>FY 18-19 Budgeted Salary</b>	<b>FY 19-20 Budgeted Salary</b>	<b>Position Title</b>	<b>FY 18-19 Adopted Hours</b>	<b>FY 19-20 Adopted Hours</b>	<b>FY 18-19 Number of PT Positions</b>	<b>FY 19-20 Number of PT Positions</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Wages</b>
Housing Specialist II (a)	0.10	0.10	7,382	7,382							
Housing Specialist I (b)	0.20	0.20	13,284	13,284							
(a) 90% Housing Authority											
(b) 180% Housing Authority											
<b>TOTAL</b>	<b>0.30</b>	<b>0.30</b>	<b>20,666</b>	<b>20,666</b>	<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**HOUSING AND NEIGHBORHOOD DEVELOPMENT  
HOUSING AUTHORITY**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
<b><u>FSS GRANT PROGRAM:</u></b>						
262-63-6301	1020A	SALARIES & WAGES	36,969	20,666	26,105	20,666
262-63-6301	1022A	NON PERS - SALARIES & WAGES	252	207	244	-
262-63-6301	1045A	COMP TIME PAY	23	-	-	-
262-63-6301	1049A	BILINGUAL/CERTIFICATION PAY	85	65	64	65
262-63-6301	1060A	PAID SICK LEAVE	113	500	784	600
262-63-6301	1080A	MEDICARE	517	310	394	309
262-63-6301	1082A	PERS - EMPLOYEES' PORTION	1,235	-	-	-
262-63-6301	1083A	PERS - EMPLOYER PORTION	9,278	5,893	7,299	6,568
262-63-6301	1085A	LIFE INSURANCE	138	81	99	81
262-63-6301	1088A	LONG-TERM DISABILITY INSURANCE	360	209	236	209
262-63-6301	1090A	MEDICAL INS - FT EMPLOYEES	5,703	3,683	5,185	3,653
262-63-6301	1091A	DENTAL INS - FT EMPLOYEES	703	351	486	351
262-63-6301	1092A	VISION INS - FT EMPLOYEES	85	48	63	48
262-63-6301	1097A	WORKER'S COMPENSATION	300	227	158	227
262-63-6301	1098A	OPEB-FUTURE FTE RETIREES	3,810	1,200	1,200	1,200
<b>FSS GRANT PROGRAM TOTAL:</b>			<b>59,571</b>	<b>33,440</b>	<b>42,316</b>	<b>33,977</b>



**HOUSING AND NEIGHBORHOOD DEVELOPMENT**  
**HOUSING AUTHORITY**  
**ACTIVITY DETAIL**

Account Number	Description	FY 19-20 COST
2080	<b>Contract Services - Non-Classified:</b>  <i>Software upgrade and training</i> <i>Software licenses</i> <i>Work number income verification system</i> <i>Lead-based paint testing to comply with HUD requirements</i> <i>Hearing officer expense</i> <i>Tenant credit check service</i> <i>FBI reports</i> <i>Fingerprinting services</i> <i>Property information reports</i> <i>Off-site records storage</i> <i>Language services</i> <i>Electronic signature services</i>	<b>\$ 60,000</b>  9,500 15,000 7,000 1,000 15,300 1,000 3,500 2,500 1,000 1,200 1,000 2,000
2083	<b>Signing Bonus:</b> Signing bonuses offered to home owners	<b>50,000</b>
2110	<b>Conferences &amp; Meetings:</b> 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	<b>4,000</b>

**HOUSING AND NEIGHBORHOOD DEVELOPMENT**  
**HOUSING AUTHORITY**  
**ACTIVITY DETAIL**

Account Number	Description	FY 19-20 COST
2111	<b>Memberships:</b> 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), and Apartment Association	2,000
2141	<b>Postage:</b> 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	10,000
2170	<b>Special Materials &amp; Supplies:</b> Supplies for hosting FSS meetings, landlord outreach, and other events	4,000
2250	<b>Training:</b> Professional development training for staff	5,000
2400	<b>Audit Fees:</b> Contract with independent accountants for accounting and auditing services	4,000
2449	<b>Damage Mitigation Fund:</b> Pay for damages/unpaid rent in excess of the security deposit to encourage landlord participation	10,000

**HOUSING AND NEIGHBORHOOD DEVELOPMENT**  
**HOUSING AUTHORITY**  
 ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
<b>3860</b>	<b>Capital Outlay - Office Equipment:</b>  Replacement of office equipment  <i>Tablets (3) (replacing assets #12905, 12906, 12907)</i> <i>Color printer (replacing asset #12422)</i> <i>Copier (replacing asset #12940)</i>	<b>7,750</b>   1,000 500 6,250



**HOUSING AND NEIGHBORHOOD DEVELOPMENT  
HOUSING AUTHORITY**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
<b><u>NHA - VOUCHER ASSISTANCE PROGRAM:</u></b>						
262-63-6302	1020A	SALARIES & WAGES	329,563	303,850	364,204	372,051
262-63-6302	1022A	NON PERS - SALARIES & WAGES	2,305	1,860	2,378	-
262-63-6302	1030A	PART TIME WAGES	1,584	-	-	-
262-63-6302	1045A	COMP TIME PAY	164	-	-	-
262-63-6302	1049A	BILINGUAL/CERTIFICATION PAY	1,790	1,339	2,008	1,885
262-63-6302	1060A	PAID SICK LEAVE	791	2,800	4,094	4,500
262-63-6302	1065A	ACCRUED PAID VACATION	2,185	3,700	1,880	3,070
262-63-6302	1078A	MANAGEMENT BENEFIT 401A	1,475	1,210	1,488	1,573
262-63-6302	1080A	MEDICARE	4,737	4,547	5,453	5,588
262-63-6302	1081A	MGMT BENEFIT/MEDICAL	627	111	899	2,286
262-63-6302	1082A	PERS - EMPLOYEES' PORTION	6,607	-	-	-
262-63-6302	1083A	PERS - EMPLOYER PORTION	82,968	86,621	102,136	118,196
262-63-6302	1085A	LIFE INSURANCE	1,082	973	1,115	1,255
262-63-6302	1088A	LONG-TERM DISABILITY INSURANCE	3,137	3,070	3,125	3,758
262-63-6302	1090A	MEDICAL INS - FT EMPLOYEES	63,393	55,211	66,639	69,394

**HOUSING AND NEIGHBORHOOD DEVELOPMENT  
HOUSING AUTHORITY**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
262-63-6302	1091A	DENTAL INS - FT EMPLOYEES	4,434	5,092	4,678	6,248
262-63-6302	1092A	VISION INS - FT EMPLOYEES	884	770	952	952
262-63-6302	1095A	MEDICAL INS - RETIREES	30,167	29,000	27,962	28,500
262-63-6302	1097A	WORKER'S COMPENSATION	4,296	3,548	3,545	3,348
262-63-6302	1098A	OPEB-FUTURE FTE RETIREES	26,600	18,400	18,400	18,400
<b>PERSONNEL EXPENDITURES:</b>			<b>568,789</b>	<b>522,102</b>	<b>610,955</b>	<b>641,004</b>

**HOUSING AND NEIGHBORHOOD DEVELOPMENT  
HOUSING AUTHORITY**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
262-63-6302	2050	PUBLICATIONS	1,186	1,500	1,500	1,500
262-63-6302	2055	LEGAL ADVERTISING	138	2,000	2,000	3,000
262-63-6302	2080	CONTRACT SVC/NON-CLASS	24,728	30,000	35,000	60,000
262-63-6302	2083	CONTRACT SVC/SIGNING BONUS	-	30,000	30,000	50,000
262-63-6302	2086	LEGAL SERVICES	11,372	6,000	4,500	6,000
262-63-6302	2110	CONFERENCES & MEETINGS	1,327	4,000	4,000	4,000
262-63-6302	2111	MEMBERSHIPS	2,830	2,000	2,000	2,000
262-63-6302	2130	OFFICE EQUIPMENT MAINTENANCE	505	800	800	600
262-63-6302	2140	OFFICE SUPPLIES	7,193	7,000	7,000	8,000
262-63-6302	2141	POSTAGE	5,294	7,000	8,000	10,000
262-63-6302	2161	ADMINISTRATIVE COSTS	118	-	-	-
262-63-6302	2170	SPECIAL MATERIALS & SUPPLIES	2,672	4,000	1,800	4,000
262-63-6302	2190	TELEPHONE & FAX	2,291	3,200	3,000	3,200
262-63-6302	2220	VEHICLE MTCE & SUPPLIES	4,797	5,700	5,700	6,000
262-63-6302	2240	DUPLICATING SERVICE CHG	2,585	2,500	2,500	3,500
262-63-6302	2250	TRAINING EXPENSE	178	3,000	-	5,000
262-63-6302	2400	AUDIT FEES	2,631	4,000	3,500	4,000
262-63-6302	2449	DAMAGE MITIGATION FUND	-	10,000	10,000	10,000
262-63-6302	2490	BANK SERVICE CHARGE	733	450	600	600
262-63-6302	2491	INTEREST EXPENSE	14	200	-	-
262-63-6302	2495	FSS ESCROW HAP	25,802	24,000	22,000	24,000

**HOUSING AND NEIGHBORHOOD DEVELOPMENT  
HOUSING AUTHORITY**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
262-63-6302	2496	PORT-IN HAPP	70,578	48,000	65,000	21,600
262-63-6302	2497	HOUSING ASSISTANCE PAY	5,746,867	5,916,000	5,770,000	6,345,000
262-63-6302	2498	PORT-OUT ADMIN	34,731	36,000	29,984	20,000
262-63-6302	2499	PORT-OUT HAPP	594,112	540,000	530,000	340,000
262-63-6302	2998	BAD DEBT EXPENSE	(1,142)	1,800	-	-
<b>OPERATING EXPENDITURES:</b>			<b>6,541,538</b>	<b>6,689,150</b>	<b>6,538,884</b>	<b>6,942,000</b>

**HOUSING AND NEIGHBORHOOD DEVELOPMENT  
HOUSING AUTHORITY**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
262-63-6302	3860	C/O- OFFICE EQUIPMENT	-	1,400	1,503	7,750
<b>CAPITAL OUTLAY EXPENDITURES:</b>			-	<b>1,400</b>	<b>1,503</b>	<b>7,750</b>
<b>NHA - VOUCHER ASSISTANCE PROGRAM TOTAL:</b>			<b>7,110,327</b>	<b>7,212,652</b>	<b>7,151,342</b>	<b>7,590,754</b>
<b>HOUSING PROGRAM TOTAL:</b>			<b>7,169,899</b>	<b>7,246,092</b>	<b>7,193,658</b>	<b>7,624,731</b>

**Budget Program: The Successor Agency to the Housing Redevelopment, 6303**

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 18-19 Adopted Allocation</b>	<b>FY 19-20 Adopted Allocation</b>	<b>FY 18-19 Budgeted Salary</b>	<b>FY 19-20 Budgeted Salary</b>	<b>Position Title</b>	<b>FY 18-19 Adopted Hours</b>	<b>FY 19-20 Adopted Hours</b>	<b>FY 18-19 Number of PT Positions</b>	<b>FY 19-20 Number of PT Positions</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Wages</b>
Housing Manager (a)	0.10	0.10	12,096	12,096							
(a) 65% Section 8, 15% CDBG, 10% HOME											
<b>TOTAL</b>	<b>0.10</b>	<b>0.10</b>	<b>12,096</b>	<b>12,096</b>	<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**SUCCESSOR AGENCY HOUSING ADMINISTRATION**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
261-63-6303	1020	REG SALARIES & WAGES	4,831	12,096	4,915	12,096
261-63-6303	1065	ACCRUED PAID VACATION	-	100	-	280
261-63-6303	1078	MANAGEMENT BENEFIT 401A	97	239	98	239
261-63-6303	1080	MEDICARE	70	173	73	188
261-63-6303	1081	MGMT BENEFIT/MEDICAL	40	23	70	352
261-63-6303	1083	PERS - EMPLOYER'S PORTION	1,210	3,396	1,371	3,790
261-63-6303	1085	LIFE INSURANCE	17	46	18	46
261-63-6303	1088	LONG TERM DISABILITY	44	120	44	120
261-63-6303	1090	MEDICAL INS - FT EMPLOYEES	756	2,143	862	2,035
261-63-6303	1091	DENTAL INS - FT EMPLOYEES	48	117	50	117
261-63-6303	1092	VISION INS - FT EMPLOYEES	140	37	16	37
261-63-6303	1097	WORKER'S COMPENSATION	72	133	132	133
<b>PERSONNEL EXPENDITURES:</b>			<b>7,325</b>	<b>18,623</b>	<b>7,649</b>	<b>19,433</b>

**SUCCESSOR AGENCY HOUSING ADMINISTRATION**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
261-63-6303	2080	CONTRACT SVC/NON-CLASS	49,998	75,000	75,000	115,000
261-63-6303	2086	LEGAL SERVICES	437	4,000	1,000	4,000
<b>OPERATING EXPENDITURES:</b>			<b>50,435</b>	<b>79,000</b>	<b>76,000</b>	<b>119,000</b>
<b>HOUSING-SA ADMINISTRATIVE TOTAL:</b>			<b>57,760</b>	<b>97,623</b>	<b>83,649</b>	<b>138,433</b>
436-63-6303	2080	CONTRACT SVC/NON-CLASS	-	50,000	12,000	50,000
<b>OPERATING EXPENDITURES:</b>			<b>-</b>	<b>50,000</b>	<b>12,000</b>	<b>50,000</b>
<b>SUCCESSOR AGENCY HOUSING BOND PROCEEDS TOTAL:</b>			<b>-</b>	<b>50,000</b>	<b>24,000</b>	<b>50,000</b>
<b>HOUSING-SA TOTAL:</b>			<b>57,760</b>	<b>147,623</b>	<b>119,649</b>	<b>188,433</b>



# 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 four (34) buses including: two (2) 40-foot Gillig Low-Floor diesel buses, two (2) 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 twenty one (21) 40-foot Gillig Low-Floor CNG buses. NTS provides services to over 1.46 million passengers per year. NTS provides fixed-route public transit service to the cities of Artesia, Bellflower, Cerritos, El Monte, La Mirada, La Habra, Santa Fe Springs, South El Monte, Whittier, and the unincorporated areas of Los Angeles 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).

Major service changes are typically based on the recommendations from a Comprehensive Operational Analysis (COA). Due to continued traffic congestion and road closures caused by the I-5 Freeway Expansion Project, NTS has postponed its regularly planned COA in 2018 and instead is scheduled for FY19/20. The goals of the COA are to analyze and optimize NTS' routes 1, 2, 3, 4, 5, and 7 to create the best transit network possible for NTS customers within in budget and to address improving service integrity, reducing costs, improving responsiveness to customer issues/requests for service changes, and improving human resource management. 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. On April 16, 2018, MV Transportation began providing for late evening weekday supplemental taxi service. Additionally NTS also contracts with Fiesta Taxi for daytime weekday inter-jurisdictional taxi service for medical trips to eligible Norwalk/Santa Fe Springs residents. On March 1, 2019, Fiesta Taxi launched its new Dial-A-Ride TaxiCard with an enhanced Quick Response (QR) code feature. Fiesta's taxicab vehicles are equipped with Android-based tablet cameras which will capture the QR code reading. 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.). NTS will be acquiring and installing farebox upgrade equipment to accommodate the new Transit Access Pass technology. The upgrades and modifications will consist of the following hardware and software upgrades: (1) installation of forty-one (41) Driver Control Units (DCU's)/Farebox Upgrade Kits; (2) twelve (12) spare DCU/Farebox Upgrade Kits; (3) fifty-three (53) Farebox Lids; and (4) one (1) Garage Computer.
- Replacement of Bus Stop Amenities that are showing signs of wear/tear and deterioration as part of Transit's continuing BSIP Phase II Campaign.
- NTS is continuing its incremental fixed route bus replacement program as vehicles come of age. 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. Additionally, NTS will be procuring (2) 40-foot Zero Emission Long Range Electric Buses and Chargers for expansion service (Route #7) that have an expected useful life of 12 years/500,000 miles. The proposed project will directly support the successful deployment of a sophisticated mobility solution with advanced propulsion technologies in regular transit operations. Lastly, the proposed project will support the following Low-No Program objectives: reduce direct carbon emissions, reduce particulate emissions, and support deployment of advanced propulsion technologies.
- Installation of a turnkey Intelligent Transportation System (ITS) is currently underway with completion expected in the latter part of 2019 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 commuter parking as well as 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) CNG Station Fencing 2) Metrolink Station Interactive Information Kiosk 3) Operations Information Board 4) Security Enhancements 5) Fuel Island Lighting 6) Maintenance Improvements and 7) Tenant Improvements to the Coach Operators' Breakroom and Administration; efforts to secure funding are underway.

**TRANSPORTATION DEPARTMENT (ALL DIVISIONS)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
710-45-45xx	1020	REG SALARIES & WAGES	2,080,961	2,407,196	2,220,517	2,440,262
710-45-45xx	1021	REG SALARIES & WAGES-BUS OPERATORS	1,934,783	2,191,669	2,093,313	2,205,453
710-45-45xx	1022	NON PERS - SALARIES & WAGES	21,434	21,177	21,291	-
710-45-45xx	1030	PART TIME WAGES	202,710	291,297	241,933	298,561
710-45-45xx	1031	PART TIME WAGES-BUS OPERATORS	1,018,998	1,147,160	1,060,105	1,147,040
710-45-45xx	1040	OVERTIME SALARY & WAGES	79,256	60,785	75,976	56,450
710-45-45xx	1041	OVERTIME WAGES-BUS OPERATORS	296,015	284,984	313,868	240,000
710-45-45xx	1045	COMP TIME PAY	-	600	-	600
710-45-45xx	1048	MEDICAL OPT-OUT-GEN. UNIT	19,326	21,409	18,821	16,921
710-45-45xx	1049	BILINGUAL/CERTIFICATION PAY	22,848	23,179	24,406	24,479
710-45-45xx	1052	AUTO ALLOWANCE	3,081	4,308	4,308	2,400
710-45-45xx	1055	HOLIDAY PAY	14,637	15,710	23,407	15,710
710-45-45xx	1060	PAID SICK LEAVE	26,956	36,358	69,007	32,864
710-45-45xx	1065	ACCRUED PAID VACATION	51,059	64,296	59,714	60,318
710-45-45xx	1066	COMPENSATED ABSENCES	28,801	-	-	-
710-45-45xx	1070	PAID SICK LEAVE ON TERMINATION	88	7,500	15,842	7,500
710-45-45xx	1074	EMPLOYEE'S AWARDS	5,770	2,500	3,980	2,500
710-45-45xx	1078	MANAGEMENT BENEFIT 401A	10,763	13,865	12,886	14,014
710-45-45xx	1080	MEDICARE	79,557	50,427	90,760	51,411
710-45-45xx	1081	MGMT BENEFIT/MEDICAL	22,323	24,043	23,774	30,036
710-45-45xx	1082	PERS - EMPLOYEES' PORTION	64,077	-	-	-
710-45-45xx	1083	PERS - EMPLOYER'S PORTION	1,022,412	1,311,034	1,228,946	1,475,896

**TRANSPORTATION DEPARTMENT (ALL DIVISIONS)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
710-45-45xx	1083C	CONTRA PENSION - GASB 68	739,831	-	-	-
710-45-45xx	1084	EMPLOYEE' BENEFITS-UNIFORMS	21,572	15,180	19,163	15,180
710-45-45xx	1085	LIFE INSURANCE	9,439	10,644	10,441	12,265
710-45-45xx	1086	EMPLOYEES' PHYSICALS	5,069	10,810	5,744	10,810
710-45-45xx	1088	LONG-TERM DISABILITY INSURANCE	37,978	46,464	37,542	46,940
710-45-45xx	1090	MEDICAL INS - FT EMPLOYEES	553,409	675,351	631,414	678,304
710-45-45xx	1091	DENTAL INS - FT EMPLOYEES	59,167	70,486	59,832	71,654
710-45-45xx	1092	VISION INS - FT EMPLOYEES	9,571	9,724	10,050	9,876
710-45-45xx	1093	MEDICAL INS - PT EMPLOYEES	53,210	55,336	54,887	52,617
710-45-45xx	1094	DENTAL INS - PT EMPLOYEES	14,441	16,923	17,322	16,923
710-45-45xx	1095	MEDICAL INS - RETIREES	423,778	456,498	442,114	445,028
710-45-45xx	1096	UNEMPLOYMENT INSURANCE	(4,486)	25,000	(1,684)	25,000
710-45-45xx	1097	WORKER'S COMPENSATION	696,041	412,348	412,205	473,516
710-45-45xx	1098	OPEB-FUTURE FTE RETIREES UNFUNDED LIABILITY	326,600	489,800	489,800	489,800
710-45-45xx	1100	ACA AFFORDABILITY STIPEND	-	-	185	-
<b>PERSONNEL EXPENDITURES:</b>			<b>9,951,475</b>	<b>10,274,062</b>	<b>9,791,869</b>	<b>10,470,328</b>

**TRANSPORTATION DEPARTMENT (ALL DIVISIONS)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
710-45-45xx	2050	PUBLICATIONS	726	5,106	4,606	5,106
710-45-45xx	2056	CLASSIFIED ADVERTISING	1,589	10,000	10,000	10,000
710-45-45xx	2057	PROMOTIONAL ADVERTISING	(337)	500	500	500
710-45-45xx	2063	FACILITY MTCE SERVICES	1,578	3,600	3,600	3,600
710-45-45xx	2080	CONTRACT SVC/NON-CLASS	732,470	957,799	898,113	1,262,690
710-45-45xx	2081	EQUIPMENT LEASE	-	503,409	-	503,409
710-45-45xx	2086	LEGAL SERVICES	3,212	20,500	17,000	45,500
710-45-45xx	2090	EQUIP MTCE & SUPPLIES	60,980	62,449	86,240	59,860
710-45-45xx	2100	UTILITIES	118,866	170,980	175,530	207,053
710-45-45xx	2110	CONFERENCES & MEETINGS	34,116	19,385	21,985	27,385
710-45-45xx	2111	MEMBERSHIPS	32,695	30,699	34,031	37,739
710-45-45xx	2114	GRANT EXPENSES	-	500,500	500	500
710-45-45xx	2130	OFFICE EQPT MTCE	3,014	3,875	2,957	3,734
710-45-45xx	2140	OFFICE SUPPLIES	15,513	18,789	18,789	18,789
710-45-45xx	2141	POSTAGE	2,363	1,939	2,098	2,098
710-45-45xx	2150	RENTAL EXPENSE	603	795	795	795
710-45-45xx	2158	OTHER GOVT AGENCIES FEES	6,628	15,193	15,193	9,143
710-45-45xx	2160	SPECIAL FEES & SERVICES	22,226	25,155	25,155	27,155
710-45-45xx	2161	ADMINISTRATIVE COSTS	546,421	576,000	576,000	566,500
710-45-45xx	2192	INTERNET, ISDN DSL SERVICE	-	500	500	500
710-45-45xx	2170	SPECIAL MAT'LS-SUPPLIES	75,501	129,775	130,819	122,750
710-45-45xx	2180	SMALL TOOLS	2,385	2,783	2,783	2,783

**TRANSPORTATION DEPARTMENT (ALL DIVISIONS)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
710-45-45xx	2190	TELEPHONE & FAX	19,295	20,134	18,593	20,993
710-45-45xx	2220	VEHICLE MTCE & SUPPLIES	-	6,360	6,360	6,360
710-45-45xx	2221	VEHICLE MTCE-PARTS & SERV	218,586	204,150	204,150	204,150
710-45-45xx	2222	VEHICLE MTCE-FUEL & LUB	419,601	438,821	415,270	534,572
710-45-45xx	2223	VEHICLE MTCE-TIRES & TUBE	-	1,590	1,590	1,590
710-45-45xx	2224	ACCIDENT DAMAGES REPAIRS	28,594	71,550	71,550	71,550
710-45-45xx	2240	DUPLICATING SERVICE CHG	1,399	1,859	1,859	1,859
710-45-45xx	2250	TRAINING EXPENSE	10,966	30,630	31,584	21,823
710-45-45xx	2400	AUDIT FEES	10,333	10,500	11,000	12,000
710-45-45xx	2450	LIAB, FIRE & OTHERS INS.	711,222	400,700	400,700	440,930
710-45-45xx	2490	BANK SERVICE CHARGES	3,781	2,600	6,628	9,000
<b>OPERATING EXPENDITURES:</b>			<b>3,084,328</b>	<b>4,248,625</b>	<b>3,196,478</b>	<b>4,242,416</b>
710-45-45XX	3860	C/O-OFFICE EQUIPMENT	(26)	-	-	-
<b>CAPITAL OUTLAY EXPENDITURES:</b>			<b>(26)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TRANSIT FUND - OPERATIONS TOTAL:</b>			<b>13,035,778</b>	<b>14,522,687</b>	<b>12,988,347</b>	<b>14,712,744</b>

**TRANSPORTATION DEPARTMENT (ALL DIVISIONS)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
<b>TRANSIT CAPITAL - OUTLAYS</b>						
712-45-45xx	2990	DEPRECIATION EXPENSES	2,273,589	-	-	-
712-45-45xx	2992	DEPRECIATION EXPENSES-PARTS	6,713	-	13,065	-
712-45-45xx	3831	C/O-TRAN REV VEH PURCHASE	1,178,783	-	-	3,044,896
712-45-45xx	3833	C/O-TRAN MAJOR COMPON VEH	29,427	297,045	297,045	166,400
712-45-45xx	3840	C/O-BUILDINGS & IMPROVEMENTS	(1,972)	43,038	43,038	-
712-45-45xx	3841	C/O-TRAN MAINT & OPS BLDG	-	-	-	140,000
712-45-45xx	3843	C/O-OTHER BUS STOP IMPROV	4,000	41,940	41,940	126,453
712-45-45xx	3851	C/O-TRAN MAINT & OPS SUP EQ	12,090	-	262	-
712-45-45xx	3853	C/O-TRAN DATA & COMM SYSTEM	-	132,000	132,000	52,000
712-45-45xx	3860	C/O-OFFICE EQUIPMENT	12,800	22,400	22,400	55,260
712-45-45xx	3884	C/O-DATA / COMM / ITS	110,897	280,000	280,000	280,000
712-45-45xx	3894	C/O-CAPITALI/MAINT TIRES	(2,476,420)	-	-	-
711-45-45xx	2080	CONTRACT SVC/NON-CLASS	51,224	-	-	-
711-45-45xx	3833	C/O-TRAN MAJOR COMPON VEH	-	-	10,733	-
711-45-45xx	3831	C/O-TRAN REV VEH PURCHASE	666,421	-	-	201,852
711-45-45xx	3852	C/O-TRAN ADMIN SUPPORT EQ	922	-	-	-
711-45-45xx	3884	C/O-DATA / COMM / ITS	13,523	997,585	997,585	1,025,489
<b>TRANSIT FUNDS CAPITAL TOTAL:</b>			<b>1,881,997</b>	<b>1,814,008</b>	<b>1,838,068</b>	<b>5,092,350</b>

**TRANSPORTATION DEPARTMENT (ALL DIVISIONS)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
210-45-45xx	3831	C/O-TRAN REV VEH PURCHASE	-	-	-	352,308
210-45-45xx	3833	C/O-TRAN MAJOR COMPON VEH	7,357	39,149	39,149	41,600
210-45-45xx	3841	C/O-TRAN MAINT & OPS BLDG	-	-	-	35,000
210-45-45xx	3843	C/O-OTHER BUS STOP IMPROV	1,000	10,485	10,485	37,873
210-45-45xx	3851	C/O-TRAN MAINT & OPS SUP EQ	3,023	-	-	-
210-45-45xx	3852	C/O-TRAN ADMIN SUPPORT EQ	230	-	-	-
210-45-45xx	3853	C/O-TRAN DATA & COMM SYSTEM	-	33,000	33,000	13,000
210-45-45xx	3860	C/O-OFFICE EQUIPMENT	3,200	5,600	5,600	13,815
210-45-45xx	3884	C/O-DATA / COMM / ITS	27,724	-	-	-
<b>TRANSIT PROP A CAPITAL TOTAL:</b>			<b>42,534</b>	<b>88,234</b>	<b>88,234</b>	<b>493,596</b>
227-45-4500	2080	CONTRACT SVC/NON-CLASS	-	-	-	100,000
227-45-4500	3840	C/O-BUILDINGS & IMPROVEMENTS	-	-	-	11,700
227-45-4501	2080	CONTRACT SVC/NON-CLASS	-	74,290	74,290	191,835
227-45-4501	2090	EQUIPT MTCE & SUPPLIES	1,625	900	3,110	2,500
227-45-4501	3995	INTER-FUND TRANSFER	59,400	103,164	104,064	122,017
227-45-4503	3831	C/O-TRAN REV VEH PURCHASE	28,913	-	-	250,000
227-45-4503	3853	C/O-DATA / COMM / ITS	-	70,000	-	-
227-45-4503	3884	C/O-DATA / COMM / ITS	-	-	-	70,000
227-45-4503	3840	C/O-BUILDINGS & IMPROVEMENTS	(493)	-	-	-
227-45-4520	3853	C/O-DATA / COMM / ITS	-	-	-	5,177
<b>TRANSIT PROP C TOTAL:</b>			<b>89,445</b>	<b>248,354</b>	<b>181,464</b>	<b>753,229</b>



**TRANSPORTATION DEPARTMENT (ALL DIVISIONS)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
213-45-4501	3990	INTER-FUND TRANSFER	11,501	12,000	12,000	12,000
<b>AQMD FUND TRANSFER SUBTOTAL:</b>			<b>11,501</b>	<b>12,000</b>	<b>12,000</b>	<b>12,000</b>
<b>TRANSIT TOTAL (ALL FUNDS):</b>			<b>15,061,255</b>	<b>16,685,283</b>	<b>15,108,113</b>	<b>21,063,919</b>

**Budget Program: Transit - Administration 710-45-4500**

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 18-19 Adopted Allocation</b>	<b>FY 19-20 Adopted Allocation</b>	<b>FY 18-19 Budgeted Salary</b>	<b>FY 19-20 Budgeted Salary</b>	<b>Position Title</b>	<b>FY 18-19 Adopted Hours</b>	<b>FY 19-20 Adopted Hours</b>	<b>FY 18-19 Number of PT Positions</b>	<b>FY 19-20 Number of PT Positions</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Wages</b>
Executive Regional Director of Transportation (a)	0.50	0.50	100,374	101,496	Office Assistant I	3,952	3,952	2	2	79,198	81,177
Transit Administration Officer (a)	0.50	0.50	66,000	66,000							
Senior Management Analyst (b)	1.75	1.75	135,884	144,171							
Payroll Personnel Technician	1.00	1.00	73,247	73,260							
Office Assistant III	1.00	1.00	67,945	67,956							
Office Assistant II	2.00	2.00	107,232	110,928							
Office Assistant I	1.00	1.00	50,922	50,916							
Transit Administrative Specialist (c)	0.00	0.66	-	38,745							
Customer Service Assistant	0.66	0.00	36,605	-							
(a) 50% Equipment Maintenance											
(b) 25% Equipment Maintenance											
(c) 34% Transportation Center											
<b>TOTAL</b>	<b>8.41</b>	<b>8.41</b>	<b>638,209</b>	<b>653,472</b>	<b>TOTAL</b>	<b>3,952</b>	<b>3,952</b>	<b>2</b>	<b>2</b>	<b>79,198</b>	<b>81,177</b>

**TRANSIT ADMINISTRATION**  
ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
<b>2080</b>	<p><b>Contract Services - Non-Classified:</b></p> <p style="padding-left: 40px;"><i>Graphic design/marketing services/system maps</i></p> <p style="padding-left: 40px;"><i>Technical planning on-demand service</i></p> <p style="padding-left: 40px;"><i>Transportation planning (Comprehensive Operational Analysis)</i></p> <p style="padding-left: 40px;"><i>Administrative support</i></p> <p style="padding-left: 40px;"><i>Electrification assessment/planning</i></p> <p style="padding-left: 40px;"><i>Drug &amp; alcohol program oversight</i></p> <p style="padding-left: 40px;"><i>FTA regulatory study-passenger miles travelled</i></p> <p style="padding-left: 40px;"><i>Bus electrification project management</i></p> <p style="padding-left: 40px;"><i>FTA TAM plan regulatory compliance electrification</i></p> <p style="padding-left: 40px;"><i>Public Transportation Safety Management</i></p>	<p><b>\$ 392,700</b></p> <p>20,000</p> <p>50,000</p> <p>100,000</p> <p>30,000</p> <p>30,000</p> <p>5,700</p> <p>30,000</p> <p>80,000</p> <p>17,000</p> <p>30,000</p>
<b>2110</b>	<p><b>Conferences &amp; Meetings:</b></p> <p>American Public Transit Association, CalAct, California Transit Association, Federal Transit Administration, Legislative meetings, miscellaneous staff travel expenses, NTI Grants Management seminars, safety meetings, etc.</p>	<b>20,000</b>

## TRANSIT ADMINISTRATION

### ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2111	<b>Memberships:</b>	<b>37,540</b>
	<i>American Public Transportation Association</i>	21,000
	<i>California Association for Coordinated Transportation</i>	1,005
	<i>California Transit Association</i>	8,500
	<i>Center of Transportation (Zebra)</i>	3,000
	<i>Conference of Minority Transportation Officials</i>	3,600
	<i>California Association for Public Purchasing Officers</i>	325
	<i>California Society of Municipal Finance Officers</i>	110
2140	<b>Office Supplies:</b>	<b>8,500</b>
	Paper, toner, forms, files, folders, labels, pens, etc.	
2161	<b>Administrative Costs:</b>	<b>566,500</b>
	City administrative support	
2170	<b>Special Materials &amp; Supplies:</b>	<b>70,000</b>
	<i>Bus schedules, maps, and brochures</i>	22,000
	<i>Holiday Bus design/wrap</i>	15,000
	<i>Meeting supplies</i>	3,000
	<i>Promotional materials</i>	12,000
	<i>Promotional materials for NTS 45th Anniversary event</i>	18,000
2250	<b>Training:</b>	<b>5,000</b>
	Staff seminars and development works	
Prop C 227-2080	<b>Contract Services - Non Classified:</b>	<b>100,000</b>
	Micro Transit project manager program implementation	

**TRANSPORTATION - Administration (4500)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
710-45-4500	1020	REG SALARIES & WAGES	596,816	638,209	635,439	653,472
710-45-4500	1022	NON PERS - SALARIES & WAGES	2,987	2,870	3,136	-
710-45-4500	1030	PART TIME WAGES	40,635	79,198	63,543	81,177
710-45-4500	1040	OVERTIME SALARY & WAGES	4,840	6,000	3,041	6,000
710-45-4500	1045	COMP TIME PAY	-	600	-	600
710-45-4500	1048	MEDICAL OPT-OUT-GEN. UNIT	3,485	3,168	3,780	3,480
710-45-4500	1049	BILINGUAL/CERTIFICATION PAY	3,073	3,029	3,346	3,679
710-45-4500	1052	AUTO ALLOWANCE	1,735	2,400	2,400	2,400
710-45-4500	1060	PAID SICK LEAVE	5,823	11,000	21,023	10,700
710-45-4500	1065	ACCRUED PAID VACATION	13,179	19,300	13,325	15,240
710-45-4500	1070	PAID SICK LEAVE ON TERMINATION	-	-	8,812	-
710-45-4500	1078	MANAGEMENT BENEFIT 401A	3,740	5,335	4,719	5,380
710-45-4500	1080	MEDICARE	8,592	11,204	11,057	11,453
710-45-4500	1081	MGMT BENEFIT/MEDICAL	6,075	6,867	6,266	7,847
710-45-4500	1082	PERS-EMPLOYEES' PORTION	9,130	-	-	-
710-45-4500	1083	PERS-EMPLOYER'S PORTION	150,038	181,939	177,886	207,599
710-45-4500	1083C	CONTRA PENSION - GASB 68	110,975	-	-	-
710-45-4500	1085	LIFE INSURANCE	1,505	1,999	1,669	1,981
710-45-4500	1086	EMPLOYEES' PHYSICALS	-	200	-	200
710-45-4500	1088	LONG-TERM DISABILITY	5,964	6,446	5,733	6,600
710-45-4500	1090	MEDICAL INS - FT EMPL	75,539	81,241	87,881	89,810
710-45-4500	1091	DENTAL INS - FT EMPL	9,701	9,052	8,884	9,052
710-45-4500	1092	VISION INS - FT EMPL	1,373	1,390	1,313	1,390

**TRANSPORTATION - Administration (4500)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
710-45-4500	1093	MEDICAL INS - PT EMPLOYEES	1,995	3,420	5,320	6,840
710-45-4500	1094	DENTAL INS- PT EMPL	-	-	1,167	-
710-45-4500	1095	MEDICAL INS - RETIREES	47,140	46,800	52,164	53,600
710-45-4500	1097	WORKERS' COMPENSATION	7,596	7,005	7,008	7,005
710-45-4500	1100	ACA AFFORDABILITY STIPEND	-	-	122	-
<b>PERSONNEL EXPENDITURES:</b>			<b>1,111,936</b>	<b>1,128,671</b>	<b>1,129,034</b>	<b>1,185,505</b>

**TRANSPORTATION - Administration (4500)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
710-45-4500	2050	PUBLICATIONS	-	750	750	750
710-45-4500	2056	CLASSIFIED ADVERTISING	1,589	10,000	10,000	10,000
710-45-4500	2057	PROMOTIONAL ADVERTISING	(337)	500	500	500
710-45-4500	2080	CONTRACT SVC/NON-CLASS	106,788	257,579	249,833	392,700
710-45-4500	2086	LEGAL SERVICES	3,212	20,500	17,000	45,500
710-45-4500	2090	EQUIP MTCE & SUPPLIES	21,881	21,071	21,000	17,785
710-45-4500	2100	UTILITIES	973	1,440	990	1,440
710-45-4500	2110	CONFERENCES & MEETINGS	19,170	12,000	14,600	20,000
710-45-4500	2111	MEMBERSHIPS	32,522	30,500	33,832	37,540
710-45-4500	2114	GRANT EXPENSES	-	500,500	500	500
710-45-4500	2130	OFFICE EQPT MTCE	1,316	1,400	900	1,500
710-45-4500	2140	OFFICE SUPPLIES	8,322	8,500	8,500	8,500
710-45-4500	2141	POSTAGE	2,297	1,500	1,500	1,500
710-45-4500	2161	ADMINISTRATIVE COSTS	546,421	576,000	576,000	566,500
710-45-4500	2166	SPEC FEE-LOBBYIST WASH DC	-	500	500	500
710-45-4500	2170	SPECIAL MAT'LS-SUPPLIES	35,667	68,000	68,000	70,000

**TRANSPORTATION - Administration (4500)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
710-45-4500	2190	TELEPHONE & FAX	15,669	17,000	14,600	17,000
710-45-4500	2192	INTERNET, ISDN DSL SERVICE	-	6,050	6,050	-
710-45-4500	2240	DUPLICATING SERVICE CHG	144	700	700	700
710-45-4500	2250	TRAINING EXPENSE	2,277	5,000	5,000	5,000
710-45-4500	2400	AUDIT FEES	10,333	10,500	11,000	12,000
710-45-4500	2450	LIAB, FIRE & OTHER INS.	711,222	400,700	400,700	440,930
710-45-4500	2490	BANK SERVICE CHARGES	3,781	2,600	6,628	9,000
<b>OPERATING EXPENDITURES:</b>			<b>1,523,247</b>	<b>1,953,290</b>	<b>1,449,083</b>	<b>1,659,845</b>
<b>TRANSIT: ADMINISTRATION TOTAL (4500):</b>			<b>2,635,184</b>	<b>3,081,961</b>	<b>2,578,117</b>	<b>2,845,350</b>
227-45-4500	2080	CONTRACT SVC/NON-CLASS	-	-	-	100,000
227-45-4500	3840	C/O-BUILDINGS & IMPROVEMENTS	-	-	-	11,700
<b>PROP C TRANSFER SUBTOTAL:</b>			<b>-</b>	<b>-</b>	<b>-</b>	<b>111,700</b>
<b>ALL FUNDS: ADMINISTRATION TOTAL (4500):</b>			<b>2,635,184</b>	<b>3,081,961</b>	<b>2,578,117</b>	<b>2,957,050</b>



**Budget Program: Transit - Operations 710-45-4501**

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 18-19 Adopted Allocation</b>	<b>FY 19-20 Adopted Allocation</b>	<b>FY 18-19 Budgeted Salary</b>	<b>FY 19-20 Budgeted Salary</b>	<b>Position Title</b>	<b>FY 18-19 Adopted Hours</b>	<b>FY 19-20 Adopted Hours</b>	<b>FY 18-19 Number of PT Positions</b>	<b>FY 19-20 Number of PT Positions</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Wages</b>
Manager of Transit Operations	1.00	1.00	117,600	120,960	Coach Operators - On Call	47,031	47,031	38	38	1,147,160	1,147,040
Transit Safety & Training Coordinator	2.00	2.00	150,428	154,134	Coach Operator Trainee	1,618	1,618	6	6	23,219	23,801
Transit Operations Supervisor	6.00	6.00	440,032	440,052							
Transit Admin Specialist	1.00	1.00	67,946	67,956							
Dispatcher	1.00	1.00	53,903	56,600							
<b>Subtotal Regular Salaries:</b>	<b>11.00</b>	<b>11.00</b>	<b>829,909</b>	<b>839,702</b>							
<b>Coach Operator</b>	<b>35.00</b>	<b>35.00</b>	<b>2,191,669</b>	<b>2,205,453</b>							
<b>TOTAL</b>	<b>46.00</b>	<b>46.00</b>	<b>3,021,578</b>	<b>3,045,155</b>	<b>TOTAL</b>	<b>48,649</b>	<b>48,649</b>	<b>44</b>	<b>44</b>	<b>1,170,379</b>	<b>1,170,841</b>

# TRANSIT OPERATIONS

## ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
<b>2080</b>	<b>Contract Services - Non-Classified:</b>	<b>\$ 642,257</b>
	<i>DAR advanced reservations service provider</i>	348,936
	<i>DAR late night weekday service provider</i>	62,017
	<i>MicroTransit On-Demand Operation</i>	117,304
	<i>Inter-jurisdictional taxi</i>	60,000
	<i>Performance ride checks</i>	6,000
	<i>Run-cutting &amp; scheduling</i>	18,000
	<i>ITS maintenance service</i>	30,000
<b>2081</b>	<b>Equipment Lease:</b>	<b>503,409</b>
	Fare box upgrade for fixed route buses	
<b>2110</b>	<b>Conferences &amp; Meetings:</b>	<b>5,000</b>
	American Public Transit Association, California Transit	
<b>2140</b>	<b>Office Supplies:</b>	<b>8,500</b>
	Paper, toner, forms, files, folders, labels, pens, etc.	
<b>2160</b>	<b>Special Fees &amp; Services:</b>	<b>20,000</b>
	Money counting (fare revenue)	
<b>2170</b>	<b>Special Materials &amp; Supplies:</b>	<b>13,000</b>
	<i>TAP card supplies</i>	1,000
	<i>Meeting supplies</i>	3,000
	<i>Annual staff recognition supplies &amp; refreshments</i>	6,000
	<i>First aid supplies for Dispatch and Operations areas</i>	3,000

# TRANSIT OPERATIONS

## ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2250	<b>Training:</b>  <i>CDL training</i> <i>Five Star Rodeo/National</i> <i>State certified compliance training materials</i> <i>Training aids/materials</i>	<b>12,000</b>  <i>1,000</i> <i>8,000</i> <i>1,500</i> <i>1,500</i>
Prop C 227-2080	<b>Contract Services - Non-Classified:</b>  Metrolink shuttle	<b>191,835</b>

**TRANSPORTATION - Operations (4501)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
710-45-4501	1020	REG SALARIES & WAGES	682,690	829,909	765,505	839,702
710-45-4501	1021	REG SALARIES & WAGES-BUS OPERATORS	1,934,783	2,191,669	2,093,313	2,205,453
710-45-4501	1022	NON PERS - SALARIES & WAGES	14,217	13,821	13,820	-
710-45-4501	1030	PART TIME WAGES	-	23,219	-	23,801
710-45-4501	1031	PART TIME WAGES-BUS OPERATORS	1,018,998	1,147,160	1,060,105	1,147,040
710-45-4501	1040	OVERTIME SALARY & WAGES	38,099	28,000	36,587	28,000
710-45-4501	1041	OVERTIME WAGES-BUS OPERATORS	296,015	284,984	313,868	240,000
710-45-4501	1048	MEDICAL OPT-OUT-GEN. UNIT	12,000	14,400	11,200	9,600
710-45-4501	1049	BILINGUAL/CERTIFICATION PAY	19,775	20,150	21,060	20,800
710-45-4501	1055	HOLIDAY PAY	13,668	12,170	20,745	12,170
710-45-4501	1060	PAID SICK LEAVE	15,543	14,700	27,687	9,100
710-45-4501	1065	ACCRUED PAID VACATION	20,304	22,800	27,252	25,840
710-45-4501	1066	COMPENSATED ABSENCES	28,801	-	-	-
710-45-4501	1070	PAID SICK LEAVE ON TERMINATION	88	7,500	-	7,500
710-45-4501	1074	EMPLOYEE'S AWARDS	5,770	2,500	3,980	2,500
710-45-4501	1078	MANAGEMENT BENEFIT 401A	2,304	2,352	2,480	2,420
710-45-4501	1080	MEDICARE	56,258	21,946	63,765	22,366
710-45-4501	1081	MGMT BENEFIT/MEDICAL	10,882	10,931	11,253	13,690
710-45-4501	1082	PERS - EMPLOYEES' PORTION	42,767	-	-	-
710-45-4501	1083	PERS - EMPLOYER'S PORTION	671,046	861,377	821,434	967,414
710-45-4501	1083C	CONTRA PENSION - GASB 68	473,492	-	-	-
710-45-4501	1084	EMPLOYEE' BENEFITS-UNIFORMS	16,324	12,000	14,002	12,000

**TRANSPORTATION - Operations (4501)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
710-45-4501	1085	LIFE INSURANCE	5,781	5,956	6,496	7,354
710-45-4501	1086	EMPLOYEES' PHYSICALS	4,632	8,000	5,176	8,000
710-45-4501	1088	LONG-TERM DISABILITY INSURANCE	24,234	30,530	24,089	30,769
710-45-4501	1090	MEDICAL INS - FT EMPLOYEES	364,430	452,307	421,839	458,735
710-45-4501	1091	DENTAL INS - FT EMPLOYEES	38,492	49,056	40,132	50,224
710-45-4501	1092	VISION INS - FT EMPLOYEES	6,280	6,384	6,819	6,536
710-45-4501	1093	MEDICAL INS - PT EMPLOYEES	39,910	41,040	39,900	37,620
710-45-4501	1094	DENTAL INS - PT EMPLOYEES	10,994	13,870	12,732	13,870
710-45-4501	1095	MEDICAL INS - RETIREES	257,180	282,100	271,035	281,400
710-45-4501	1096	UNEMPLOYMENT INSURANCE	(4,486)	25,000	(1,684)	25,000
710-45-4501	1097	WORKER'S COMPENSATION	619,954	382,559	382,416	397,443
710-45-4501	1098	OPEB-FUTURE FTE RETIREES	326,600	489,800	489,800	489,800
710-45-4501	1100	ACA AFFORDABILITY STIPEND	-	-	63	-
<b>PERSONNEL EXPENDITURES:</b>			<b>7,067,824</b>	<b>7,308,190</b>	<b>7,006,869</b>	<b>7,396,147</b>

**TRANSPORTATION - Operations (4501)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
710-45-4501	2050	PUBLICATIONS	-	500	-	500
710-45-4501	2080	CONTRACT SVC/NON-CLASS	452,783	522,900	511,960	642,257
710-45-4501	2081	EQUIPMENT LEASE	-	503,409	-	503,409
710-45-4501	2090	EQUIP MTCE & SUPPLIES	7,202	9,000	11,000	7,500
710-45-4501	2100	UTILITIES	25,603	38,000	43,000	43,900
710-45-4501	2110	CONFERENCES & MEETINGS	12,795	5,000	5,000	5,000
710-45-4501	2130	OFFICE EQPT MTCE	1,100	1,600	1,500	1,200
710-45-4501	2140	OFFICE SUPPLIES	5,564	8,500	8,500	8,500
710-45-4501	2141	POSTAGE	-	200	200	200
710-45-4501	2160	SPECIAL FEES & SERVICES	16,762	18,000	18,000	20,000
710-45-4501	2170	SPECIAL MAT'LS-SUPPLIES	16,607	26,000	27,044	13,000
710-45-4501	2190	TELEPHONE & FAX	2,615	2,100	2,800	2,800
710-45-4501	2240	DUPLICATING SERVICE CHG	1,255	1,000	1,000	1,000
710-45-4501	2250	TRAINING EXPENSE	7,843	22,000	22,000	12,000
<b>OPERATING EXPENDITURES:</b>			<b>550,130</b>	<b>1,158,209</b>	<b>652,004</b>	<b>1,261,266</b>

**TRANSPORTATION - Operations (4501)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
710-45-4501	3860	C/O-OFFICE EQUIPMENT	(26)	-	-	-
		<b>CAPITAL OUTLAY EXPENDITURES:</b>	<b>(26)</b>	<b>-</b>	<b>-</b>	<b>-</b>
		<b>TRANSIT FUND: OPERATIONS TOTAL (4501):</b>	<b>7,617,928</b>	<b>8,466,399</b>	<b>7,658,873</b>	<b>8,657,413</b>
213-45-4501	3990	INTER-FUND TRANSFER-COMMUTER BENEFITS	11,501	12,000	12,000	12,000
		<b>AQMD FUND TRANSFER SUBTOTAL:</b>	<b>11,501</b>	<b>12,000</b>	<b>12,000</b>	<b>12,000</b>
227-45-4501	2080	CONTRACT SVC/NON-CLASS	-	74,290	74,290	191,835
227-45-4501	2090	EQUIPT MTCE & SUPPLIES	1,625	900	3,110	2,500
227-45-4501	3995	INTER-FUND TRANSFER	59,400	103,164	104,064	122,017
		<b>PROP C TRANSFER SUBTOTAL:</b>	<b>61,025</b>	<b>178,354</b>	<b>181,464</b>	<b>316,352</b>
		<b>ALL FUNDS: OPERATIONS TOTAL (4501):</b>	<b>7,690,454</b>	<b>8,656,753</b>	<b>7,852,337</b>	<b>8,985,765</b>

## TRANSIT CAPITAL OUTLAYS

### ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
3831	<b>C/O-TRAN REV VEH PURCHASE</b> <i>(2) 40-foot zero emission long range electric buses &amp; chargers</i> <i>(3) Dial-a-ride vans (replacements)</i>	<b>\$ 3,849,056</b> 3,624,056 225,000
3833	<b>C/O-TRAN MAJOR COMPON VEH</b> <i>Associated capital maintenance (engines, transmissions, compressors, inverters, ultra-capacitors, etc.)</i> <i>Capital tires lease</i>	<b>208,000</b> 140,000 68,000
3841	<b>C/O-TRAN MAINT &amp; OPS BLDG</b> Transit facility improvements (Phase III)	<b>175,000</b>
3843	<b>C/O-OTHER BUS STOP IMPROV</b> Bus stop improvements <i>Signs, benches, shelters, etc.</i> <i>Solar lighting</i>	<b>164,326</b> 64,178 100,148
3853	<b>C/O-TRAN DATA &amp; COMM SYSTEM</b> Mobile radio system	<b>65,000</b>
3860	<b>C/O-OFFICE EQUIPMENT</b> Computer replacements (PCs, peripherals, etc.)	<b>69,075</b>
3884	<b>C/O-DATA / COMM / ITS</b> Intelligent Transportation System (ITS)	<b>1,375,489</b>



**TRANSPORTATION - Capital Outlay (4503)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
712-45-4503	2990	DEPRECIATION EXPENSE	2,273,589	-	-	-
712-45-4503	2992	DEPRECIATION EXPENSE - PARTS	6,713	-	13,065	-
712-45-4503	3831	C/O-TRAN REV VEH PURCHASE	1,178,783	-	-	3,044,896
712-45-4503	3833	C/O-TRAN MAJOR COMPON VEH	29,427	297,045	297,045	166,400
712-45-4503	3840	C/O-BUILDINGS & IMPROVEMENTS	(1,972)	43,038	43,038	-
712-45-4503	3841	C/O-TRAN MAINT & OPS BLDG	-	-	-	140,000
712-45-4503	3843	C/O-OTHER BUS STOP IMPROV	4,000	41,940	41,940	126,453
712-45-4503	3851	C/O-TRAN MAINT & OPS SUP EQ	12,090	-	262	-
712-45-4503	3853	C/O-TRAN DATA & COMM SYSTEM	-	132,000	132,000	52,000
712-45-4503	3860	C/O-OFFICE EQUIPMENT	12,800	22,400	22,400	55,260
712-45-4503	3862	C/O-TRAN ADMIN OFFICE EQ	922	-	-	-
712-45-4503	3884	C/O-DATA / COMM / ITS	110,897	280,000	280,000	280,000
712-45-4503	3894	CAPITALIZED PURCHASES	(2,476,420)	-	-	-
<b>TRANSIT CAPITAL TOTAL:</b>			<b>1,150,829</b>	<b>816,423</b>	<b>829,750</b>	<b>3,865,009</b>

**TRANSPORTATION - Capital Outlay (4503)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
711-45-4503	2080	CONTRACT SVC/NON-CLASS	51,224	-	-	-
711-45-4503	3831	C/O-TRAN REV VEH PURCHASE	666,421	-	-	201,852
711-45-4503	3833	C/O-TRAN MAJOR COMPON VEH	-	-	10,733	-
711-45-4503	3884	C/O-DATA / COMM / ITS	13,523	997,585	997,585	1,025,489
<b>TRANSIT PROP 1B CAPITAL TOTAL:</b>			<b>731,168</b>	<b>997,585</b>	<b>1,008,318</b>	<b>1,227,341</b>
210-45-4503	3831	C/O-TRAN REV VEH PURCHASE	-	-	-	352,308
210-45-4503	3833	C/O-TRAN MAJOR COMPON VEH	7,357	39,149	39,149	41,600
210-45-4503	3841	C/O-TRAN MAINT & OPS BLDG	-	-	-	35,000
210-45-4503	3843	C/O-OTHER BUS STOP IMPROV	1,000	10,485	10,485	37,873
210-45-4503	3851	C/O-TRAN MAINT & OPS SUP EQ	3,023	-	-	-
210-45-4503	3862	C/O-TRAN ADMIN OFFICE EQ	230	-	-	-
210-45-4503	3853	C/O-TRAN DATA & COMM SYSTEM	-	33,000	33,000	13,000
210-45-4503	3860	C/O-OFFICE EQUIPMENT	3,200	5,600	5,600	13,815
210-45-4503	3884	C/O-DATA / COMM / ITS	27,724	-	-	-
<b>TRANSIT PROP A CAPITAL TOTAL:</b>			<b>42,534</b>	<b>88,234</b>	<b>88,234</b>	<b>493,596</b>

**TRANSPORTATION - Capital Outlay (4503)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
227-45-4503	3831	C/O-TRAN REV VEH PURCHASE	28,913	-	-	250,000
227-45-4503	3840	C/O-BUILDINGS & IMPROVEMENTS	(493)	-	-	-
227-45-4503	3853	C/O-TRAN DATA & COMM SYSTEM	-	70,000	-	-
227-45-4503	3884	C/O-DATA / COMM / ITS	-	-	-	70,000
<b>TRANSIT PROP C CAPITAL TOTAL:</b>			<b>28,420</b>	<b>70,000</b>	<b>-</b>	<b>320,000</b>
<b>TOTAL CAPITAL OUTLAY EXPENDITURES:</b>			<b>1,952,951</b>	<b>1,972,242</b>	<b>1,926,302</b>	<b>5,905,946</b>

**TRANSPORTATION - EM:Admin (4502)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
<b>(ALLOCATION OF 79.5% FROM EQUIPMENT MAINTENANCE - ADMIN 736-45-4502)</b>						
710-45-4502	1020A	REG SALARIES & WAGES	94,557	147,703	110,705	149,754
710-45-4502	1022A	NON PERS - SALARIES & WAGES	-	154	-	-
710-45-4502	1052A	AUTO ALLOWANCE	1,346	1,908	1,908	-
710-45-4502	1060A	PAID SICK LEAVE	16	3,896	7,283	3,419
710-45-4502	1065A	ACCRUED PAID VACATION	8,175	10,733	5,357	6,122
710-45-4502	1070A	PAID SICK LEAVE ON TERMIN	-	-	7,005	-
710-45-4502	1078A	MANAGEMENT BENEFIT 401A	2,783	4,241	3,751	4,277
710-45-4502	1080A	MEDICARE	1,591	2,462	1,972	2,463
710-45-4502	1081A	MGMT BENEFIT/MEDICAL	4,729	5,459	4,981	6,238
710-45-4502	1083A	PERS-EMPLOYER'S PORTION	23,714	42,106	30,876	47,575
710-45-4502	1083C	CONTRA PENSION - GASB 68	22,195	-	-	-
710-45-4502	1085A	LIFE INSURANCE	267	573	161	382
710-45-4502	1088A	LONG-TERM DISABILITY	1,138	1,492	1,242	1,513
710-45-4502	1090A	MEDICAL INS - FT EMPL	5,016	9,326	5,044	12,153
710-45-4502	1091A	DENTAL INS - FT EMPL	816	1,161	670	1,161
710-45-4502	1092A	VISION INS - FT EMPL	242	320	192	320
710-45-4502	1097A	WORKERS' COMPENSATION	1,593	1,621	1,622	1,621
<b>PERSONNEL EXPENDITURES:</b>			<b>168,177</b>	<b>233,155</b>	<b>182,769</b>	<b>236,998</b>

**TRANSPORTATION - EM:Admin (4502)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
<b>(ALLOCATION OF 79.5% FROM EQUIPMENT MAINTENANCE - ADMIN 736-45-4502)</b>						
710-45-4502	2110	CONFERENCES & MEETINGS	173	-	-	-
710-45-4502	2130	OFFICE EQPT MTCE	-	239	-	239
710-45-4502	2140	OFFICE SUPPLIES	665	994	994	994
710-45-4502	2141	POSTAGE	-	159	159	159
710-45-4502	2190	TELEPHONE & FAX	1,129	1,034	1,193	1,193
710-45-4502	2240	DUPLICATING SERVICE CHG	-	159	159	159
710-45-4502	2250	TRAINING EXPENSE	193	795	795	795
<b>OPERATING EXPENDITURES:</b>			<b>2,160</b>	<b>3,380</b>	<b>3,300</b>	<b>3,539</b>
<b>TRANSIT: EM ADMIN TOTAL (4502)</b>			<b>170,337</b>	<b>236,535</b>	<b>186,069</b>	<b>240,537</b>

**TRANSPORTATION - EM: Vehicle (4520)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
<b>(ALLOCATION OF 79.5% FROM EQUIPMENT MAINTENANCE - VEHICLE MAINT 736-45-4520)</b>						
710-45-4520	1020A	REG SALARIES & WAGES	663,234	746,862	664,954	752,499
710-45-4520	1022A	NON PERS - SALARIES & WAGES	3,954	4,089	4,052	-
710-45-4520	1030A	PART TIME WAGES	162,075	188,880	178,390	193,583
710-45-4520	1040A	OVERTIME SALARY & WAGES	33,755	26,335	33,824	22,000
710-45-4520	1048A	MEDICAL OPT-OUT-GEN. UNIT	3,625	3,625	3,625	3,625
710-45-4520	1055A	HOLIDAY PAY	900	3,180	2,512	3,180
710-45-4520	1060A	PAID SICK LEAVE	5,099	6,042	11,782	8,745
710-45-4520	1065A	ACCRUED PAID VACATION	8,769	10,653	12,890	12,171
710-45-4520	1070A	PAID SICK LEAVE ON TERMIN	-	-	25	-
710-45-4520	1078A	MANAGEMENT BENEFIT 401A	1,827	1,828	1,827	1,828
710-45-4520	1080A	MEDICARE	12,432	14,129	13,251	14,432
710-45-4520	1081A	MGMT BENEFIT/MEDICAL	601	741	1,202	2,133
710-45-4520	1082A	PERS-EMPLOYEES' PORTION	11,375	-	-	-
710-45-4520	1083A	PERS-EMPLOYER'S PORTION	166,634	212,913	186,441	239,062
710-45-4520	1083C	CONTRA PENSION - GASB 68	125,771	-	-	-
710-45-4520	1084A	UNIFORM ALLOWANCE	5,247	3,180	4,981	3,180
710-45-4520	1085A	LIFE INSURANCE	1,765	1,990	1,982	2,397
710-45-4520	1086A	EMPLOYEES' PHYSICALS	437	2,385	568	2,385
710-45-4520	1088A	LONG-TERM DISABILITY	6,233	7,545	6,090	7,603
710-45-4520	1090A	MEDICAL INS - FT EMPL	101,797	125,026	109,556	110,987

**TRANSPORTATION - EM: Vehicle (4520)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
<b>(ALLOCATION OF 79.5% FROM EQUIPMENT MAINTENANCE - VEHICLE MAINT 736-45-4520)</b>						
710-45-4520	1091A	DENTAL INS - FT EMPL	9,532	10,580	9,524	10,580
710-45-4520	1092A	VISION INS - FT EMPL	1,585	1,534	1,631	1,534
710-45-4520	1093A	MEDICAL INS - PT EMPL	11,305	10,876	9,667	8,157
710-45-4520	1094A	DENTAL INS - PT EMPL	3,447	3,053	3,423	3,053
710-45-4520	1095A	MEDICAL INSURANCE - RETIREES	119,457	127,598	118,914	110,028
710-45-4520	1097A	WORKERS' COMPENSATION	66,369	20,676	20,673	66,960
<b>PERSONNEL EXPENDITURES:</b>			<b>1,527,227</b>	<b>1,533,720</b>	<b>1,401,784</b>	<b>1,580,122</b>

**TRANSPORTATION - EM: Vehicle (4520)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
<b>(ALLOCATION OF 79.5% FROM EQUIPMENT MAINTENANCE - VEHICLE MAINT 736-45-4520)</b>						
710-45-4520	2050	PUBLICATIONS	726	3,856	3,856	3,856
710-45-4520	2080	CONTRACT SVC/NON-CLASS	172,898	177,320	136,320	227,733
710-45-4520	2090	EQUIP MTCE & SUPPLIES	7,236	3,578	25,440	3,975
710-45-4520	2100	UTILITIES	92,290	131,540	131,540	161,713
710-45-4520	2110	CONFERENCES & MEETINGS	2,151	2,385	2,385	2,385
710-45-4520	2111	MEMBERSHIPS	-	199	199	199
710-45-4520	2130	OFFICE EQUIPMENT MTCE	598	636	557	795
710-45-4520	2140	OFFICE SUPPLIES	962	795	795	795
710-45-4520	2141	POSTAGE	67	80	239	239
710-45-4520	2150	RENTAL EXPENSE	603	795	795	795
710-45-4520	2158	OTHER GOV'T AGENCIES FEES	6,628	9,143	9,143	9,143
710-45-4520	2160	SPECIAL FEES AND SERVICES	5,464	7,155	7,155	7,155
710-45-4520	2170	SPECIAL MAT'LS-SUPPLIES	23,226	35,775	35,775	39,750
710-45-4520	2180	SMALL TOOLS	2,385	2,783	2,783	2,783
710-45-4520	2190	TELEPHONE & FAX	(119)	-	-	-
710-45-4520	2220	VEHICLE MTCE & SUPPLIES	-	6,360	6,360	6,360
710-45-4520	2221	VEHICLE MTCE-PARTS & SERV	218,386	198,750	198,750	198,750



**TRANSPORTATION - EM: Vehicle (4520)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
<b>(ALLOCATION OF 79.5% FROM EQUIPMENT MAINTENANCE - VEHICLE MAINT 736-45-4520)</b>						
710-45-4520	2222	VEHICLE MTCE-FUEL & LUB	419,601	438,821	415,270	534,572
710-45-4520	2223	VEHICLE MTCE-TIRES & TUBE	-	1,590	1,590	1,590
710-45-4520	2224	ACCIDENT DAMAGES REPAIRS	28,594	71,550	71,550	71,550
710-45-4520	2250	TRAINING EXPENSE	653	2,385	3,339	3,578
<b>OPERATING EXPENDITURES:</b>			<b>982,350</b>	<b>1,095,496</b>	<b>1,053,841</b>	<b>1,277,716</b>
<b>TRANSIT: VEHICLE MAINT TOTAL (4520):</b>			<b>2,509,577</b>	<b>2,629,216</b>	<b>2,455,625</b>	<b>2,857,838</b>
227-45-4520	3853	C/O-TRAN DATA & COMM SYSTEM	-	-	-	5,177
<b>PROP C TRANSFER SUBTOTAL:</b>			<b>-</b>	<b>-</b>	<b>-</b>	<b>5,177</b>
<b>ALL FUNDS: OPERATIONS TOTAL (4520):</b>			<b>2,509,577</b>	<b>2,629,216</b>	<b>2,455,625</b>	<b>2,863,015</b>

**TRANSPORTATION - EM: Non-Vehicle (4801)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
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(ALLOCATION OF 90% FROM EQUIPMENT MAINTENANCE - NON- VEHICLE MAINT 736-45-4801)

710-45-4801	1020A	REG SALARIES & WAGES	43,664	44,513	43,914	44,835
710-45-4801	1022A	NON PERS - SALARIES & WAGES	276	244	283	-
710-45-4801	1040A	OVERTIME SALARY & WAGES	2,562	450	2,524	450
710-45-4801	1048A	MEDICAL OPT-OUT-GEN. UNIT	216	216	216	216
710-45-4801	1055A	HOLIDAY PAY	69	360	150	360
710-45-4801	1060A	PAID SICK LEAVE	476	720	1,233	900
710-45-4801	1065A	ACCRUED PAID VACATION	632	810	889	945
710-45-4801	1078A	MANAGEMENT BENEFIT 401A	109	109	109	109
710-45-4801	1080A	MEDICARE	685	687	715	697
710-45-4801	1081A	MGMT BENEFIT/MEDICAL	36	45	72	128
710-45-4801	1082A	PERS-EMPLOYEES' PORTION	806	-	-	-
710-45-4801	1083A	PERS-EMPLOYER'S PORTION	10,980	12,699	12,310	14,246
710-45-4801	1084A	UNIFORM ALLOWANCE	-	-	180	-
710-45-4801	1083C	CONTRA PENSION - GASB 68	7,398	-	-	-
710-45-4801	1085A	LIFE INSURANCE	120	126	133	151
710-45-4801	1086A	EMPLOYEES' PHYSICALS	-	225	-	225

**TRANSPORTATION - EM: Non-Vehicle (4801)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
<b>(ALLOCATION OF 90% FROM EQUIPMENT MAINTENANCE - NON- VEHICLE MAINT 736-45-4801)</b>						
710-45-4801	1088A	LONG-TERM DISABILITY	410	451	387	455
710-45-4801	1090A	MEDICAL INS - FT EMPL	6,627	7,451	7,094	6,619
710-45-4801	1091A	DENTAL INS - FT EMPL	626	637	622	637
710-45-4801	1092A	VISION INS - FT EMPL	91	96	95	96
710-45-4801	1097A	WORKERS' COMPENSATION	529	487	486	487
<b>PERSONNEL EXPENDITURES:</b>			<b>76,312</b>	<b>70,326</b>	<b>71,412</b>	<b>71,556</b>

**TRANSPORTATION - EM: Non-Vehicle (4801)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
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(ALLOCATION OF 90% FROM EQUIPMENT MAINTENANCE - NON- VEHICLE MAINT 736-45-4801)

710-45-4801	2063	FACILITY MTCE SERVICES	1,578	3,600	3,600	3,600
710-45-4801	2090	EQUIP MTCE & SUPPLIES	24,662	28,800	28,800	30,600
710-45-4801	2221	PARTS & SERVICES	200	5,400	5,400	5,400
710-45-4801	2250	TRAINING EXPENSE	-	450	450	450
<b>OPERATING EXPENDITURES:</b>			<b>26,440</b>	<b>38,250</b>	<b>38,250</b>	<b>40,050</b>
<b>TRANSIT: NON-VEHICLE MAINT TOTAL (4801):</b>			<b>102,752</b>	<b>108,576</b>	<b>109,662</b>	<b>111,606</b>

# 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 installation of industrial type fencing of at least six feet high behind the CNG Station which will be protected from tampering or unlawful entry, security upgrades at the south end gate, installation of a secondary new bus lift, and fuel island lighting.
- 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)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
736-45-xxxx	1020	REG SALARIES & WAGES	1,001,712	1,174,698	1,024,465	1,184,727
736-45-xxxx	1022	NON PERS - SALARIES & WAGES	5,280	5,608	5,412	-
736-45-xxxx	1030	PART TIME WAGES	203,868	237,585	224,391	243,501
736-45-xxxx	1040	OVERTIME SALARY & WAGES	45,306	13,500	45,350	22,500
736-45-xxxx	1048	MEDICAL OPT-OUT-GEN. UNIT	4,800	4,800	4,800	4,800
736-45-xxxx	1049	BILINGUAL/CERTIFICATION PAY	29	-	-	-
736-45-xxxx	1052	AUTO ALLOWANCE	1,693	2,400	2,400	-
736-45-xxxx	1055	HOLIDAY PAY	1,209	4,400	3,327	4,400
736-45-xxxx	1060	PAID SICK LEAVE	6,963	13,300	25,351	16,300
736-45-xxxx	1065	ACCRUED PAID VACATION	22,016	27,800	23,941	24,060
736-45-xxxx	1066	COMPENSATED ABSENCES	13,839	-	-	-
736-45-xxxx	1070	PAID SICK LEAVE ON TERMIN	-	-	8,845	-
736-45-xxxx	1078	MANAGEMENT BENEFIT 401A	5,919	7,755	7,137	7,800
736-45-xxxx	1080	MEDICARE	18,400	21,633	19,944	22,025
736-45-xxxx	1081	MGMT BENEFIT/MEDICAL	6,744	7,849	7,857	10,672
736-45-xxxx	1082	PERS - EMPLOYEES' PORTION	15,203	-	-	-
736-45-xxxx	1083	PERS - EMPLOYER'SPORTION	251,631	334,889	287,031	376,379
736-45-xxxx	1084	EMPLOYEE' BENEFITS-OTHER	6,600	4,000	6,465	4,000
736-45-xxxx	1085	LIFE INSURANCE	2,690	3,364	2,844	3,664
736-45-xxxx	1086	EMPLOYEES' PHYSICALS	575	3,250	714	3,250
736-45-xxxx	1088	LONG-TERM DISABILITY INSURANCE	9,726	11,868	9,652	11,972
736-45-xxxx	1090	MEDICAL INS - FT EMPLOYEES	140,188	177,275	152,033	162,247
736-45-xxxx	1091	DENTAL INS - FT EMPLOYEES	13,712	15,476	13,515	15,476

**EQUIPMENT MAINTENANCE (ALL DIVISIONS)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
736-45-xxxx	1092	VISION INS - FT EMPLOYEES	2,399	2,438	2,399	2,438
736-45-xxxx	1093	MEDICAL INS - PT EMPL	14,220	13,680	12,160	10,260
736-45-xxxx	1094	DENTAL INS - PT EMPL	4,336	3,840	4,306	3,840
736-45-xxxx	1095	MEDICAL INS - RETIREES	150,260	160,500	149,578	138,400
736-45-xxxx	1097	WORKER'S COMPENSATION	86,075	28,589	28,584	86,807
<b>PERSONNEL EXPENDITURES:</b>			<b>2,035,393</b>	<b>2,280,497</b>	<b>2,072,498</b>	<b>2,359,518</b>

**EQUIPMENT MAINTENANCE (ALL DIVISIONS)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
736-45-xxxx	2050	PUBLICATIONS	3,186	4,850	4,850	4,850
736-45-xxxx	2063	FACILITY MTCE SERVICES	3,178	4,000	4,000	4,000
736-45-xxxx	2080	CONTRACT SVC/NON-CLASS	46,747	171,472	171,472	286,456
736-45-xxxx	2090	EQUIP MTCE & SUPPLIES	35,246	36,500	64,000	39,000
736-45-xxxx	2100	UTILITIES	35,761	53,400	56,500	57,500
736-45-xxxx	2110	CONFERENCES & MEETINGS	2,825	3,000	3,000	3,000
736-45-xxxx	2111	MEMBERSHIPS	173	250	250	250
736-45-xxxx	2130	OFFICE EQPT MTCE	430	1,100	700	1,300
736-45-xxxx	2140	OFFICE SUPPLIES	3,053	2,250	2,250	2,250
736-45-xxxx	2141	POSTAGE	84	300	500	500
736-45-xxxx	2150	RENTAL EXPENSE	759	1,000	1,000	1,000
736-45-xxxx	2158	OTHER GOV'T AGENCIES FEES	8,377	11,500	11,500	11,500
736-45-xxxx	2160	SPECIAL FEES & SERVICES	6,873	9,000	9,000	9,000
736-45-xxxx	2170	SPECIAL MAT'LS-SUPPLIES	31,288	45,000	45,000	50,000
736-45-xxxx	2180	SMALL TOOLS	3,000	3,500	3,500	3,500
736-45-xxxx	2190	TELEPHONE & FAX	1,562	1,300	1,500	1,500
736-45-xxxx	2220	VEHICLE MTCE & SUPPLIES	-	8,000	8,000	8,000
736-45-xxxx	2221	VEHICLE MTCE-PARTS & SERV	56,821	256,000	256,000	256,000



**EQUIPMENT MAINTENANCE (ALL DIVISIONS)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
736-45-xxxx	2222	VEHICLE MTCE-FUEL & LUB	440,311	568,788	522,352	784,172
736-45-xxxx	2223	VEHICLE MTCE-TIRES & TUBE	-	2,000	2,000	2,000
736-45-xxxx	2224	ACCIDENT DAMAGES REPAIR	45,591	90,000	90,000	90,000
736-45-xxxx	2240	DUPLICATING SERVICE CHG	-	200	200	200
736-45-xxxx	2250	TRAINING EXPENSE	1,064	4,500	5,700	6,000
<b>OPERATING EXPENDITURES:</b>			<b>726,328</b>	<b>1,277,910</b>	<b>1,263,274</b>	<b>1,621,978</b>
736-45-xxxx	3860	C/O-OFFICE EQUIPMENT	-	-	6,926	-
<b>CAPITAL OUTLAY EXPENDITURES:</b>			<b>-</b>	<b>-</b>	<b>6,926</b>	<b>-</b>
<b>EQUIPMENT MAINTENANCE FUND TOTAL</b>			<b>2,761,721</b>	<b>3,558,407</b>	<b>3,342,698</b>	<b>3,981,496</b>



**EQUIPMENT MAINTENANCE - ADMINISTRATION**  
ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2140	<b>Office Supplies:</b> Paper, toner, forms, files, folders, labels, pens, etc.	\$ 1,250
2190	<b>Telephone &amp; Fax:</b> Telephone, fax, cell phones, etc.	1,500
2250	<b>Training:</b> Staff seminars and development	1,000

**EQUIPMENT MAINTENANCE - Administration (4502)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
<b>(79.5 % CHARGED TO TRANSIT EM-ADMIN 710-45-4502 &amp; 20.5 % ALLOCATED TO OTHER CITY DEPARTMENTS)</b>						
736-45-4502	1020	REG SALARIES & WAGES	118,940	185,790	139,251	188,370
736-45-4502	1022	NON PERS - SALARIES & WAGES	-	194	-	-
736-45-4502	1052	AUTO ALLOWANCE	1,693	2,400	2,400	-
736-45-4502	1060	PAID SICK LEAVE	20	4,900	9,162	4,300
736-45-4502	1065	ACCRUED PAID VACATION	10,284	13,500	6,739	7,700
736-45-4502	1070	PAID SICK LEAVE ON TERMIN	-	-	8,812	-
736-45-4502	1078	MANAGEMENT BENEFIT 401A	3,500	5,335	4,718	5,380
736-45-4502	1080	MEDICARE	2,001	3,097	2,481	3,098
736-45-4502	1081	MGMT BENEFIT/MEDICAL	5,948	6,867	6,266	7,847
736-45-4502	1083	PERS-EMPLOYER'S PORTION	29,829	52,964	38,837	59,843
736-45-4502	1085	LIFE INSURANCE	336	721	203	481
736-45-4502	1088	LONG-TERM DISABILITY	1,431	1,877	1,562	1,903
736-45-4502	1090	MEDICAL INS - FT EMPL	6,310	11,731	6,344	15,287
736-45-4502	1091	DENTAL INS - FT EMPL	1,026	1,460	843	1,460
736-45-4502	1092	VISION INS - FT EMPL	304	402	242	402
736-45-4502	1097	WORKERS' COMPENSATION	2,004	2,039	2,040	2,039
<b>PERSONNEL EXPENDITURES:</b>			<b>183,625</b>	<b>293,277</b>	<b>229,899</b>	<b>298,110</b>

**EQUIPMENT MAINTENANCE - Administration (4502)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
<b>(79.5 % CHARGED TO TRANSIT EM-ADMIN 710-45-4502 &amp; 20.5 % ALLOCATED TO OTHER CITY DEPARTMENTS)</b>						
736-45-4502	2110	CONFERENCES & MEETINGS	173	-	-	-
736-45-4502	2130	OFFICE EQPT MTCE	-	300	-	300
736-45-4502	2140	OFFICE SUPPLIES	1,077	1,250	1,250	1,250
736-45-4502	2141	POSTAGE	-	200	200	200
736-45-4502	2190	TELEPHONE & FAX	1,540	1,300	1,500	1,500
736-45-4502	2240	DUPLICATING SERVICE CHG	-	200	200	200
736-45-4502	2250	TRAINING EXPENSE	243	1,000	1,000	1,000
<b>OPERATING EXPENDITURES:</b>			<b>3,033</b>	<b>4,250</b>	<b>4,150</b>	<b>4,450</b>
<b>EQUIPMENT MAINTENANCE FUND:</b>						
<b>ADMINISTRATION TOTAL:</b>			<b>186,658</b>	<b>297,527</b>	<b>234,049</b>	<b>302,560</b>

**Budget Program:      Equipment Maintenance - Vehicle Maintenance 736-45-4520**

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 18-19 Adopted Allocation</b>	<b>FY 19-20 Adopted Allocation</b>	<b>FY 18-19 Budgeted Salary</b>	<b>FY 19-20 Budgeted Salary</b>	<b>Position Title</b>	<b>FY 18-19 Adopted Hours</b>	<b>FY 19-20 Adopted Hours</b>	<b>FY 18-19 Number of PT Positions</b>	<b>FY 19-20 Number of PT Positions</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Wages</b>
Fleet Maintenance Manager (a)	0.95	0.95	114,912	114,912	Equipment Service Helper	9,984	9,984	6	6	237,585	243,501
Lead Equipment Mechanic (b)	1.90	1.90	167,424	167,422							
Mechanic (c)	7.60	7.60	553,067	554,955							
Storekeeper II (a)	0.95	0.95	54,661	57,395							
Office Assistant II (a)	0.95	0.95	49,385	51,856							
(a) 5% charged to Non-Vehicle Maintenance (4801)											
(b) 10% charged to Non-Vehicle Maintenance (4801)											
(c) 40% charged to Non-Vehicle Maintenance (4801)											
<b>TOTAL</b>	<b>12.35</b>	<b>12.35</b>	<b>939,449</b>	<b>946,540</b>	<b>TOTAL</b>	<b>9,984</b>	<b>9,984</b>	<b>6</b>	<b>6</b>	<b>237,585</b>	<b>243,501</b>

# EQUIPMENT MAINTENANCE - VEHICLE MAINTENANCE

## ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2050	<b>Publications:</b>  <i>Updates for Modis Elite</i> <i>ALL DATA, Cummins Institute</i> <i>Cummins Cal Pacific Software</i> <i>Allison Software</i>	<b>\$ 4,850</b> 2,500 500 1,200 650
2080	<b>Contract Services - Non-Classified:</b>  <i>Methane system maintenance and inspection services</i> <i>CNG station maintenance and inspection services</i> <i>Fleet asset management support</i> <i>Hybrid electric bus service technician</i> <i>Temporary staffing agency (technical mechanics)</i> <i>Bus painting and decaling services</i> <i>Fuel system and fluid inventory management</i>	<b>286,456</b>  10,545 146,162 10,665 25,000 30,000 56,584 7,500
2090	<b>Equipment Maintenance &amp; Supplies:</b>  <i>Fire extinguishers for buses/paratransits</i> <i>Bus headsign programming</i>	<b>5,000</b>  1,000 4,000
2110	<b>Conferences &amp; Meetings:</b>  Century Bus Maintenance Forum, American Public Transit Association, California Transit Association, maintenance & safety meetings, Municipal Equipment Association, miscellaneous staff travel expenses, etc.	<b>3,000</b>

## EQUIPMENT MAINTENANCE - VEHICLE MAINTENANCE

### ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2140	<b>Office Supplies:</b> Paper, toner, forms, files folders, labels, pens, etc.	1,000
2158	<b>Other Government Agency Fees:</b> AQMD Emission fee, LA County Fire CUPU fee, State Board of Equalization Tank fees, etc.	11,500
2160	<b>Special Fees and Services:</b> Hazardous materials collection service	9,000
2170	<b>Special Materials &amp; Supplies:</b> Work gloves, rags, protective equipment, automotive parts & supplies, 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.	50,000
2220	<b>Maintenance &amp; Supplies:</b> <i>Parts/service/repair fuel management system</i> <i>Diagnostic tools</i>	8,000 1,500 6,500
2221	<b>Parts &amp; Service:</b> 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 19-20 COST
2222	<b>Fuel &amp; Lube:</b>  <i>Diesel &amp; unleaded fuel</i> <i>Card lock system/emergency fuel service (diesel &amp; unleaded fuel)</i> <i>Propane fuel - 100% Transit</i> <i>BIOGAS fuel - 100% Transit</i> <i>Compressed Natural Gas fuel (emergency only)</i>	<b>784,172</b> 456,000 2,500 500 324,672 500
2224	<b>Damage Repair:</b>  <i>Bus body damage repair</i> <i>Small-mid size auto body repair</i>	<b>90,000</b> 65,000 25,000
2250	<b>Training:</b>  Staff seminars & development, CDL training, State certified compliance training, workshops & training aids/materials, OCTA maintenance training program, etc.	<b>4,500</b>

**EQUIPMENT MAINTENANCE - VEHICLE MAINTENANCE (4520)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
<b>(79.5 % CHARGED TO TRANSIT VEHICLE MAINTENANCE 710-45-4520 &amp; 20.5 % ALLOCATED TO OTHER CITY DEPARTMENTS)</b>						
736-45-4520	1020	REG SALARIES & WAGES	834,256	939,449	836,420	946,540
736-45-4520	1022	NON PERS - SALARIES & WAGES	4,973	5,143	5,097	-
736-45-4520	1030	PART TIME WAGES	203,868	237,585	224,391	243,501
736-45-4520	1040	OVERTIME SALARY & WAGES	42,460	13,000	42,546	22,000
736-45-4520	1048	MEDICAL OPT-OUT-GEN. UNIT	4,560	4,560	4,560	4,560
736-45-4520	1041	OVERTIME WAGES-BUS OPERATORS	29	-	-	-
736-45-4520	1055	HOLIDAY PAY	1,132	4,000	3,160	4,000
736-45-4520	1060	PAID SICK LEAVE	6,414	7,600	14,820	11,000
736-45-4520	1065	ACCRUED PAID VACATION	11,030	13,400	16,214	15,310
736-45-4520	1066	COMPENSATED ABSENCES	13,839	-	-	-
736-45-4520	1070	PAID SICK LEAVE ON TERMIN	-	-	31	-
736-45-4520	1078	MANAGEMENT BENEFIT 401A	2,298	2,299	2,298	2,299
736-45-4520	1080	MEDICARE	15,638	17,773	16,668	18,154
736-45-4520	1081	MGMT BENEFIT/MEDICAL	756	932	1,512	2,683
736-45-4520	1082	PERS - EMPLOYEES' PORTION	14,308	-	-	-
736-45-4520	1083	PERS - EMPLOYER'S PORTION	209,602	267,815	234,516	300,707
736-45-4520	1084	UNIFORM ALLOWANCE	6,600	4,000	6,265	4,000
736-45-4520	1085	LIFE INSURANCE	2,221	2,503	2,493	3,015
736-45-4520	1086	EMPLOYEES' PHYSICALS	575	3,000	714	3,000
736-45-4520	1088	LONG-TERM DISABILITY INSURANCE	7,840	9,490	7,660	9,563

**EQUIPMENT MAINTENANCE - VEHICLE MAINTENANCE (4520)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
<b>(79.5 % CHARGED TO TRANSIT VEHICLE MAINTENANCE 710-45-4520 &amp; 20.5 % ALLOCATED TO OTHER CITY DEPARTMENTS)</b>						
736-45-4520	1090	MEDICAL INS - FT EMPLOYEES	126,515	157,265	137,807	139,606
736-45-4520	1091	DENTAL INS - FT EMPLOYEES	11,990	13,308	11,980	13,308
736-45-4520	1092	VISION INS - FT EMPLOYEES	1,994	1,929	2,052	1,929
736-45-4520	1093	MEDICAL INS - PT EMPL	14,220	13,680	12,160	10,260
736-45-4520	1094	DENTAL INS - PT EMPL	4,336	3,840	4,306	3,840
736-45-4520	1095	MEDICAL INSURANCE - RETIREES	150,260	160,500	149,578	138,400
736-45-4520	1097	WORKER'S COMPENSATION	83,483	26,008	26,004	84,226
<b>PERSONNEL EXPENDITURES:</b>			<b>1,775,197</b>	<b>1,909,079</b>	<b>1,763,253</b>	<b>1,981,901</b>

**EQUIPMENT MAINTENANCE - VEHICLE MAINTENANCE (4520)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
<b>(79.5 % CHARGED TO TRANSIT VEHICLE MAINTENANCE 710-45-4520 &amp; 20.5 % ALLOCATED TO OTHER CITY DEPARTMENTS)</b>						
736-45-4520	2050	PUBLICATIONS	3,186	4,850	4,850	4,850
736-45-4520	2080	CONTRACT SVC/NON-CLASS	46,747	171,472	171,472	286,456
736-45-4520	2090	EQUIP MTCE & SUPPLIES	3,832	4,500	32,000	5,000
736-45-4520	2100	UTILITIES	35,761	53,400	56,500	57,500
736-45-4520	2110	CONFERENCES & MEETINGS	2,825	3,000	3,000	3,000
736-45-4520	2111	MEMBERSHIPS	-	250	250	250
736-45-4520	2130	OFFICE EQPT MTCE	430	800	700	1,000
736-45-4520	2140	OFFICE SUPPLIES	1,976	1,000	1,000	1,000
736-45-4520	2141	POSTAGE	84	100	300	300
736-45-4520	2150	RENTAL EXPENSE	759	1,000	1,000	1,000
736-45-4520	2158	OTHER GOV'T AGENCIES FEES	8,377	11,500	11,500	11,500
736-45-4520	2160	SPECIAL FEES & SERVICES	6,873	9,000	9,000	9,000
736-45-4520	2170	SPECIAL MAT'LS-SUPPLIES	31,288	45,000	45,000	50,000
736-45-4520	2180	SMALL TOOLS	3,000	3,500	3,500	3,500
736-45-4520	2190	TELEPHONE & FAX	22	-	-	-
736-45-4520	2220	VEHICLE MTCE & SUPPLIES	-	8,000	8,000	8,000
736-45-4520	2221	VEHICLE MTCE-PARTS & SERV	56,621	250,000	250,000	250,000

**EQUIPMENT MAINTENANCE - VEHICLE MAINTENANCE (4520)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
<b>(79.5 % CHARGED TO TRANSIT VEHICLE MAINTENANCE 710-45-4520 &amp; 20.5 % ALLOCATED TO OTHER CITY DEPARTMENTS)</b>						
736-45-4520	2222	VEHICLE MTCE-FUEL & LUB	440,311	568,788	522,352	784,172
736-45-4520	2223	VEHICLE MTCE-TIRES & TUBE	-	2,000	2,000	2,000
736-45-4520	2224	ACCIDENT DAMAGES REPAIRS	45,591	90,000	90,000	90,000
736-45-4520	2250	TRAINING EXPENSE	821	3,000	4,200	4,500
<b>OPERATING EXPENDITURES:</b>			<b>688,503</b>	<b>1,231,160</b>	<b>1,216,624</b>	<b>1,573,028</b>
736-45-4520	3860	C/O-OFFICE EQUIPMENT	-	-	6,926	-
<b>CAPITAL OUTLAY EXPENDITURES:</b>			<b>-</b>	<b>-</b>	<b>6,926</b>	<b>-</b>
<b>EQUIPMENT MAINTENANCE FUND</b>						
<b>VEHICLE MAINTENANCE TOTAL:</b>			<b>2,463,700</b>	<b>3,140,239</b>	<b>2,986,803</b>	<b>3,554,929</b>

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

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 18-19 Adopted Allocation</b>	<b>FY 19-20 Adopted Allocation</b>	<b>FY 18-19 Budgeted Salary</b>	<b>FY 19-20 Budgeted Salary</b>	<b>Position Title</b>	<b>FY 18-19 Adopted Hours</b>	<b>FY 19-20 Adopted Hours</b>	<b>FY 18-19 Number of PT Positions</b>	<b>FY 19-20 Number of PT Positions</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Wages</b>
Fleet Maintenance Manager (a)	0.05	0.05	6,048	6,048							
Lead Equipment Mechanic (b)	0.10	0.10	8,812	8,812							
Mechanic (c)	0.40	0.40	29,117	29,205							
Storekeeper II (a)	0.05	0.05	2,878	3,024							
Office Assistant II (a)	0.05	0.05	2,604	2,728							
(a) 95% Charged to Equipment Maintenance Operations (4520)											
(b) 190% Charged to Equipment Maintenance Operations (4520)											
(c) 760% Charged to Equipment Maintenance Operations (4520)											
<b>TOTAL</b>	<b>0.65</b>	<b>0.65</b>	<b>49,459</b>	<b>49,817</b>	<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**EQUIPMENT MAINTENANCE NON-VEHICLE MAINTENANCE**  
ACTIVITY DETAIL

Account Number	Description	FY 19-20 COST
2063	<b>Facility Maintenance Services:</b>	<b>\$ 4,000</b>
	<i>Medical first aid kits</i>	2,500
	<i>Underground storage City yard tank inspections</i>	1,500
2090	<b>Equipment Maintenance &amp; Supplies:</b>	<b>34,000</b>
	<i>Air compressor service</i>	1,500
	<i>Bus washer maintenance</i>	5,000
	<i>Misc. parts &amp; supplies</i>	1,000
	<i>Fuel tank/pumps maintenance service repair</i>	3,000
	<i>Hydraulic lift maintenance</i>	10,000
	<i>Inspections/repair emergency generator</i>	1,500
	<i>PM and floor scrubber</i>	1,500
	<i>Parts washer maintenance</i>	1,000
	<i>Routine pressure washer repair</i>	2,000
	<i>Routine maintenance - freight elevator</i>	2,500
	<i>Regulatory compliance fueling station</i>	5,000
2221	<b>Parts &amp; Service:</b>	<b>6,000</b>
	Parts and service equipment	
2250	<b>Training:</b>	<b>500</b>
	Staff seminars & development	

**EQUIPMENT MAINTENANCE - Non-Vehicle (4801)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
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(90 % CHARGED TO TRANSIT VEHICLE MAINTENANCE 710-45-4801 & 10 % ALLOCATED TO OTHER CITY DEPARTMENTS)

736-45-4801	1020	REG SALARIES & WAGES	48,516	49,459	48,794	49,817
736-45-4801	1022	NON PERS - SALARIES & WAGES	307	271	315	-
736-45-4801	1040	OVERTIME SALARY & WAGES	2,847	500	2,804	500
736-45-4801	1048	MEDICAL OPT-OUT-GEN. UNIT	240	240	240	240
736-45-4801	1055	HOLIDAY PAY	77	400	166	400
736-45-4801	1060	PAID SICK LEAVE	529	800	1,369	1,000
736-45-4801	1065	ACCRUED PAID VACATION	702	900	988	1,050
736-45-4801	1070	PAID SICK LEAVE ON TERMIN	-	-	2	-
736-45-4801	1078	MANAGEMENT BENEFIT 401A	121	121	121	121
736-45-4801	1080	MEDICARE	761	763	795	774
736-45-4801	1081	MGMT BENEFIT/MEDICAL	40	50	80	142
736-45-4801	1082	PERS-EMPLOYEES' PORTION	895	-	-	-
736-45-4801	1083	PERS-EMPLOYER'S PORTION	12,200	14,110	13,678	15,829
736-45-4801	1084	UNIFORM ALLOWANCE	-	-	200	-
736-45-4801	1085	LIFE INSURANCE	133	140	148	168
736-45-4801	1086	EMPLOYEES' PHYSICALS	-	250	-	250
736-45-4801	1088	LONG-TERM DISABILITY	455	501	429	506



**EQUIPMENT MAINTENANCE - Non-Vehicle (4801)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
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(90 % CHARGED TO TRANSIT VEHICLE MAINTENANCE 710-45-4801 & 10 % ALLOCATED TO OTHER CITY DEPARTMENTS)

736-45-4801	1090	MEDICAL INS - FT EMPL	7,363	8,279	7,882	7,354
736-45-4801	1091	DENTAL INS - FT EMPL	696	708	692	708
736-45-4801	1092	VISION INS - FT EMPL	101	107	105	107
736-45-4801	1097	WORKERS' COMPENSATION	588	542	540	542
<b>PERSONNEL EXPENDITURES:</b>			<b>76,571</b>	<b>78,141</b>	<b>79,347</b>	<b>79,508</b>

**EQUIPMENT MAINTENANCE - Non-Vehicle (4801)**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
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(90 % CHARGED TO TRANSIT VEHICLE MAINTENANCE 710-45-4801 & 10 % ALLOCATED TO OTHER CITY DEPARTMENTS)

736-45-4801	2063	FACILITY MTCE SERVICES	3,178	4,000	4,000	4,000
736-45-4801	2090	EQUIP MTCE & SUPPLIES	31,414	32,000	32,000	34,000
736-45-4801	2221	PARTS & SERVICES	200	6,000	6,000	6,000
736-45-4801	2250	TRAINING EXPENSE	-	500	500	500

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<b>OPERATING EXPENDITURES:</b>			<b>34,792</b>	<b>42,500</b>	<b>42,500</b>	<b>44,500</b>
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<b>EQUIPMENT MAINTENANCE FUND:</b>						
<b>NON-VEHICLE MAINTENANCE</b>			<b>111,363</b>	<b>120,641</b>	<b>121,847</b>	<b>124,008</b>
<b>TOTAL:</b>						

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

**Full Time Positions**

**Part Time Positions**

<b>Position Title</b>	<b>FY 18-19 Adopted Allocation</b>	<b>FY 19-20 Adopted Allocation</b>	<b>FY 18-19 Budgeted Salary</b>	<b>FY 19-20 Budgeted Salary</b>	<b>Position Title</b>	<b>FY 18-19 Adopted Hours</b>	<b>FY 19-20 Adopted Hours</b>	<b>FY 18-19 Number of PT Positions</b>	<b>FY 19-20 Number of PT Positions</b>	<b>FY 18-19 Budgeted Wages</b>	<b>FY 19-20 Budgeted Wages</b>
Housing Specialist II (a)	0.10	0.10	7,382	7,382							
Housing Specialist I (b)	0.20	0.20	13,284	13,284							
(a) 90% Housing Authority											
(b) 180% Housing Authority											
<b>TOTAL</b>	<b>0.30</b>	<b>0.30</b>	<b>20,666</b>	<b>20,666</b>	<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**HOUSING AND NEIGHBORHOOD DEVELOPMENT  
ADVANCES TO HOUSING AUTHORITY**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
144-63-6301	1020	SALARIES & WAGES	36,969	20,666	26,105	20,666
144-63-6301	1022	NON PERS - SALARIES & WAGES	252	207	244	-
144-63-6301	1040	OVERTIME SALARY & WAGES	23	-	-	-
144-63-6301	1049	BILINGUAL/CERTIFICATION PAY	85	65	64	65
144-63-6301	1060	PAID SICK LEAVE	113	500	784	600
144-63-6301	1080	MEDICARE	517	310	394	309
144-63-6301	1082	PERS - EMPLOYEES' PORTION	1,235	-	-	-
144-63-6301	1083	PERS - EMPLOYER PORTION	9,278	5,893	7,299	6,568
144-63-6301	1085	LIFE INSURANCE	138	81	99	81
144-63-6301	1088	LONG-TERM DISABILITY INSURANCE	360	209	236	209
144-63-6301	1090	MEDICAL INS - FT EMPLOYEES	5,703	3,683	5,185	3,653
144-63-6301	1091	DENTAL INS - FT EMPLOYEES	703	351	486	351
144-63-6301	1092	VISION INS - FT EMPLOYEES	85	48	63	48
144-63-6301	1097	WORKER'S COMPENSATION	300	227	158	227
144-63-6301	1098	OPEB - ACTIVE FT EMPLOYEES	3,810	1,200	1,200	1,200
<b>FSS GRANT PROGRAM TOTAL:</b>			<b>59,571</b>	<b>33,440</b>	<b>42,316</b>	<b>33,977</b>



**HOUSING AND NEIGHBORHOOD DEVELOPMENT  
ADVANCES TO HOUSING AUTHORITY**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
144-63-6302	1020	SALARIES & WAGES	329,563	303,850	364,204	372,051
144-63-6302	1022	NON PERS - SALARIES & WAGES	2,305	1,860	2,378	-
144-63-6302	1030	PART TIME WAGES	1,584	-	-	-
144-63-6302	1040	OVERTIME SALARY & WAGES	164	-	-	-
144-63-6302	1049	BILINGUAL/CERTIFICATION PAY	1,790	1,339	2,008	1,885
144-63-6302	1060	PAID SICK LEAVE	791	2,800	4,094	4,500
144-63-6302	1065	ACCRUED PAID VACATION	2,185	3,700	1,880	3,070
144-63-6302	1078	MANAGEMENT BENEFIT 401A	1,475	1,210	1,488	1,573
144-63-6302	1080	MEDICARE	4,737	4,547	5,453	5,588
144-63-6302	1081	MGMT BENEFIT/MEDICAL	627	111	899	2,286
144-63-6302	1082	PERS - EMPLOYEES' PORTION	6,607	-	-	-
144-63-6302	1083	PERS - EMPLOYER PORTION	82,968	86,621	102,136	118,196
144-63-6302	1085	LIFE INSURANCE	1,082	973	1,115	1,255
144-63-6302	1088	LONG-TERM DISABILITY INSURANCE	3,137	3,070	3,125	3,758
144-63-6302	1090	MEDICAL INS - FT EMPLOYEES	63,393	55,211	66,639	69,394
144-63-6302	1091	DENTAL INS - FT EMPLOYEES	4,434	5,092	4,678	6,248
144-63-6302	1092	VISION INS - FT EMPLOYEES	884	770	952	952
144-63-6302	1095	MEDICAL INS - RETIREES	30,167	29,000	27,962	28,500
144-63-6302	1097	WORKER'S COMPENSATION	4,296	3,548	3,545	3,348
144-63-6302	1098	OPEB-FUTURE FTE RETIREES	26,600	18,400	18,400	18,400
<b>PERSONNEL EXPENDITURES:</b>			<b>568,789</b>	<b>522,102</b>	<b>610,955</b>	<b>641,004</b>

**HOUSING AND NEIGHBORHOOD DEVELOPMENT  
ADVANCES TO HOUSING AUTHORITY**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
144-63-6302	2050	PUBLICATIONS	1,186	1,500	1,500	1,500
144-63-6302	2055	LEGAL ADVERTISING	138	2,000	2,000	3,000
144-63-6302	2080	CONTRACT SVC/NON-CLASS	24,728	30,000	35,000	60,000
144-63-6302	2083	CONTRACT SVC/SIGNING BONUS	-	30,000	30,000	50,000
144-63-6302	2086	LEGAL SERVICES	11,372	6,000	4,500	6,000
144-63-6302	2110	CONFERENCES & MEETINGS	1,327	4,000	4,000	4,000
144-63-6302	2111	MEMBERSHIPS	2,830	2,000	2,000	2,000
144-63-6302	2130	OFFICE EQUIPMENT MAINTENANCE	505	800	800	600
144-63-6302	2140	OFFICE SUPPLIES	7,193	7,000	7,000	8,000
144-63-6302	2141	POSTAGE	5,294	7,000	8,000	10,000
144-63-6302	2069	CONTRACT SVC/PROJECTS	-	-	-	10,000
144-63-6302	2161	ADMINISTRATIVE COSTS	118	-	-	-
144-63-6302	2170	SPECIAL MATERIALS & SUPPLIES	2,672	4,000	1,800	4,000
144-63-6302	2190	TELEPHONE & FAX	2,291	3,200	3,000	3,200
144-63-6302	2220	VEHICLE MTCE & SUPPLIES	4,797	5,700	5,700	6,000
144-63-6302	2240	DUPLICATING SERVICE CHG	2,585	2,500	2,500	3,500
144-63-6302	2250	TRAINING EXPENSE	178	3,000	-	5,000
144-63-6302	2400	AUDIT FEES	2,631	4,000	3,500	4,000
144-63-6302	2490	BANK SERVICE CHARGE	733	450	600	600
144-63-6302	2491	INTEREST EXPENSE	-	200	-	-
<b>OPERATING EXPENDITURES:</b>			<b>70,577</b>	<b>113,350</b>	<b>111,900</b>	<b>181,400</b>

**HOUSING AND NEIGHBORHOOD DEVELOPMENT  
ADVANCES TO HOUSING AUTHORITY**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
144-63-6302	3860	OFFICE EQUIPMENT	-	1,400	1,503	7,750
<b>CAPITAL OUTLAY EXPENDITURES:</b>			-	<b>1,400</b>	<b>1,503</b>	<b>7,750</b>
144-63-6302	3990	INTER-FUND CHARGES- TO FUND	(698,937)	(670,292)	(766,674)	(864,131)
<b>HOUSING AUTHORITY FUND TOTAL:</b>			-	-	-	-



**Budget Program:**

**The Successor Agency to the Norwalk Redevelopment Agency**

**Full Time Positions**

**Part Time Positions**

Position Title	FY 18-19	FY 19-20	FY 18-19	FY 19-20	Position Title	FY 18-19	FY 19-20	FY 18-19	FY 19-20	FY 18-19	FY 19-20
	Adopted Allocation	Adopted Allocation	Budgeted Salary	Budgeted Salary		Adopted Hours	Adopted Hours	Number of PT Positions	Number of PT Positions	Budgeted Wages	Budgeted Wages
City Manager/Executive Director (a)	0.20	0.20	53,040	54,631							
Director of Finance/City Treasurer (b)	0.14	0.14	22,118	22,118							
City Clerk (c)	0.20	0.20	31,596	31,596							
Controller/Deputy Treasurer (d)	0.10	0.10	13,200	13,200							
Senior Accountant (e)	0.15	0.15	13,033	13,055							
Executive Secretary (f)	0.05	0.05	3,850	3,850							
(a) 74% Admin, 1% CDBG, 5% Water											
(b) 65% Finance; 5% CDBG; 9% Water, 5% 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											
<b>TOTAL</b>	<b>0.84</b>	<b>0.84</b>	<b>136,837</b>	<b>138,450</b>	<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**ADVANCES TO THE SUCCESSOR AGENCY TO NORWALK REVELOPMENT AGENCY**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
145-63-6303	1020	REG SALARIES & WAGES	133,719	136,837	108,860	138,450
145-63-6303	1022	NON PERS - SALARIES & WAGES	239	169	275	-
145-63-6303	1048	MEDICAL OPT-OUT-GEN. UNIT	690	720	633	780
145-63-6303	1049	BILINGUAL/CERTIFICATION PAY	-	-	14	-
145-63-6303	1052	AUTO ALLOWANCE	1,879	2,112	1,864	2,112
145-63-6303	1070	PAID SICK LEAVE AT TERMINATION	11,210	-	-	-
145-63-6303	1054	CELLPHONE ALLOWANCE	62	-	155	-
145-63-6303	1060	PAID SICK LEAVE	4,444	3,300	2,906	2,900
145-63-6303	1065	ACCRUED PAID VACATION	6,166	4,300	190	2,240
145-63-6303	1078	MANAGEMENT BENEFIT 401A	7,042	10,156	7,849	10,283
145-63-6303	1080	MEDICARE	2,399	2,194	1,780	2,347
145-63-6303	1081	MGMT BENEFIT/MEDICAL	4,087	3,886	2,061	5,122
145-63-6303	1082	PERS - EMPLOYEES' PORTION	844	-	-	-
145-63-6303	1083	PERS - EMPLOYER'S PORTION	33,485	39,012	30,349	43,987
145-63-6303	1085	LIFE INSURANCE	356	330	296	330
145-63-6303	1088	LONG TERM DISABILITY	1,439	1,382	972	1,398
145-63-6303	1090	MEDICAL INS - FT EMPLOYEES	6,583	6,628	7,324	7,669
145-63-6303	1091	DENTAL INS - FT EMPLOYEES	967	807	616	807
145-63-6303	1092	VISION INS - FT EMPLOYEES	243	242	189	242
145-63-6303	1097	WORKER'S COMPENSATION	1,668	1,507	1,512	1,507
145-63-6303	1098	OPEB - FUTURE RETIREES	7,800	5,000	5,000	5,000
<b>PERSONNEL EXPENDITURES:</b>			<b>225,323</b>	<b>218,582</b>	<b>172,845</b>	<b>225,175</b>

**ADVANCES TO THE SUCCESSOR AGENCY TO NORWALK REVELOPMENT AGENCY**

<b>BUDGET UNIT</b>	<b>ACCT</b>	<b>DESCRIPTION</b>	<b>FY 17-18 ACTUAL</b>	<b>FY 18-19 ADOPTED BUDGET</b>	<b>ESTIMATED ACTUAL FY 18-19</b>	<b>FY 19-20 ADOPTED BUDGET</b>
145-63-6303	2080	CONTRACT SVC/NON-CLASS	-	-	4,600	4,100
145-63-6303	2110	CONFERENCES & MEETINGS	-	-	10	-
145-63-6303	2240	DUPLICATING SERVICE CHG	-	-	75	-
145-63-6303	2400	AUDIT FEES	-	-	5,650	5,650
145-63-6303	2450	LIAB, FIRE & OTHER INS.	-	4,200	4,200	14,890
145-63-6303	2490	BANK SERVICES CHARGES	-	-	500	126
<b>OPERATING EXPENDITURES:</b>			<b>-</b>	<b>4,200</b>	<b>15,035</b>	<b>24,766</b>
<b>ADVANCES TO SA-NRA ADMINISTRATION SUBTOTAL:</b>			<b>225,323</b>	<b>222,782</b>	<b>187,880</b>	<b>249,941</b>
145-63-6303	3990	INTER-FUND TXF/OUT-(IN)	(225,323)	(222,782)	(187,880)	(249,941)
<b>SA-NRA ADMINISTRATIVE ADVANCES FUND TOTAL:</b>			<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## 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 6/30/19: \$ 4,780,000
	Interest: \$ 833,075
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 6/30/19: \$ 5,185,000
	Interest: \$ 757,500
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 6/30/19: \$ 8,310,000  
Interest: \$ 4,629,225

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

### **Street Lights Lease Agreement 2018**

Issued: \$4,337,008 in May 2018

Outstanding Principal 6/30/19: \$ 4,142,931  
Interest: \$ 1,597,295

Purpose: To fund the acquisition of street light pole acquisition and retrofit of LED lights.

Debt Payments: Annually in June

Maturity Date: June 2033

# Revenue Guide

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<b>AB 1290</b>	Portion of tax increment revenues generated by properties within the redevelopment agency boundary.
<b>Business License Tax</b>	Tax on businesses for the privilege of conducting business within the city.
<b>Citizens Option for Public Safety (COPS)</b>	Revenue granted from the state General fund for supplemental public safety services. (Special Revenue Fund)
<b>Fees, Charges and Rates</b>	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.
<b>Fines, Forfeitures, and Penalties</b>	Revenues received from the City's allocation of fines and penalties imposed by the courts for vehicle code and other statutory violations.
<b>Franchise Taxes</b>	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.
<b>Interest Income</b>	Interest generated from the City's investments.
<b>License and Permits</b>	Licenses or permits are issued to regulate activities within the City, such as animal licensing, special event permits, etc.
<b>Measure M</b>	Percentage of Sales Tax dedicated to transportation related improvements. (Special Revenue Fund)

<b>Measure R</b>	Percentage of Sales Tax dedicated to transportation related improvements. (Special Revenue Fund)
<b>Motor Vehicle License Fee</b>	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.
<b>Motor Vehicle Fuel Tax</b> (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.
<b>No/Low Property Tax</b>	Designation as a result of city receiving no share of the property tax.
<b>PEG</b>	Revenue received from Cable TV companies for Public-Educational-Government Access (PEG) television
<b>Property Taxes</b>	Revenues received as a result of taxes levied on real estate and personal property.
<b>Property Tax in Lieu of VLF</b>	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

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### 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.