

CITY OF NORWALK *Adopted* BUDGET

Fiscal Year 2021-2022



CITY OF NORWALK
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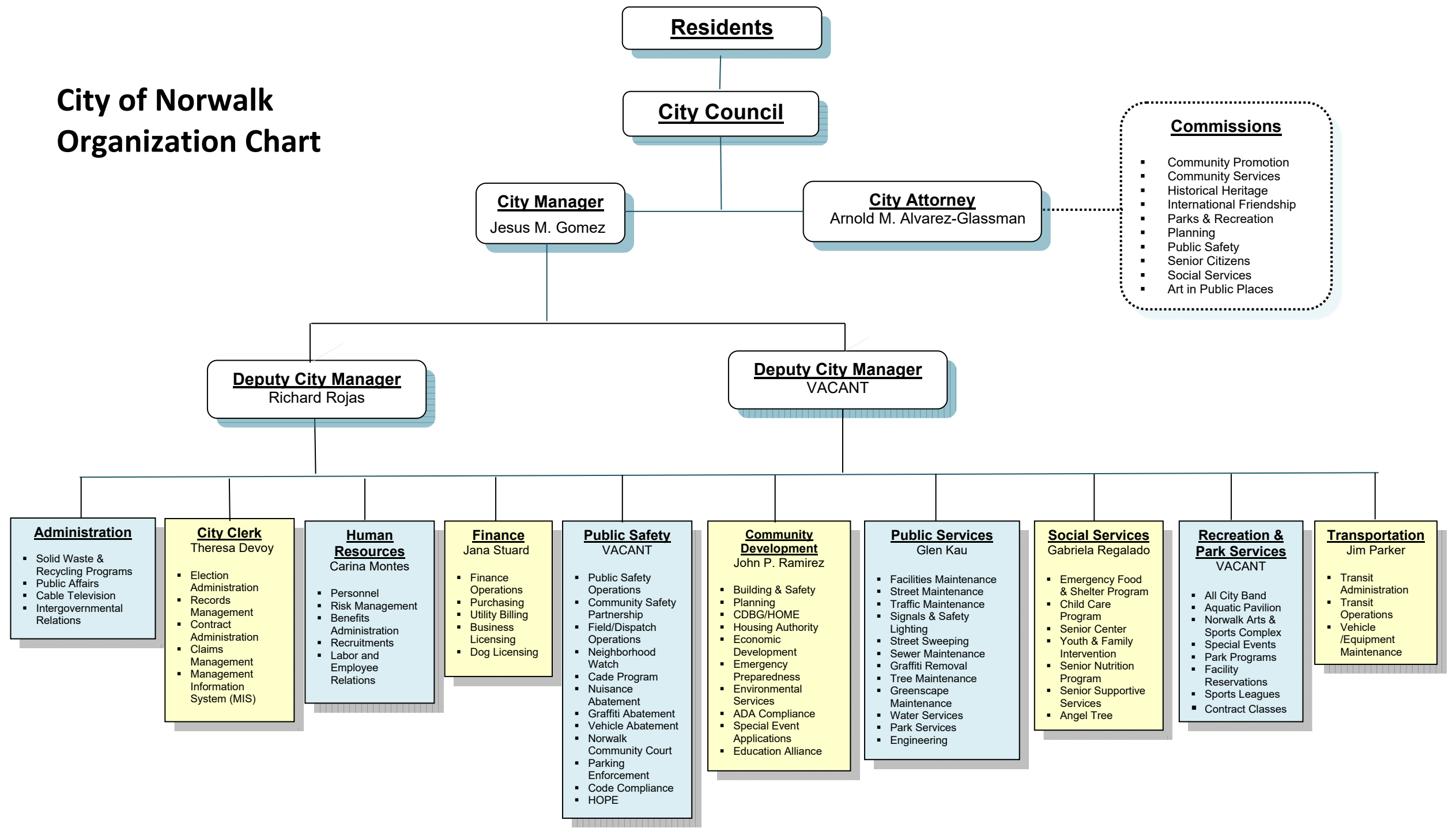
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City of Norwalk Organization Chart



Residents

City Council

City Manager
Jesus M. Gomez

City Attorney
Arnold M. Alvarez-Glassman

- Commissions**
- Community Promotion
 - Community Services
 - Historical Heritage
 - International Friendship
 - Parks & Recreation
 - Planning
 - Public Safety
 - Senior Citizens
 - Social Services
 - Art in Public Places

Deputy City Manager
Richard Rojas

Deputy City Manager
VACANT

- Administration**
- Solid Waste & Recycling Programs
 - Public Affairs
 - Cable Television
 - Intergovernmental Relations

- City Clerk**
Theresa Devoy
- Election Administration
 - Records Management
 - Contract Administration
 - Claims Management
 - Management Information System (MIS)

- Human Resources**
Carina Montes
- Personnel
 - Risk Management
 - Benefits Administration
 - Recruitments
 - Labor and Employee Relations

- Finance**
Jana Stuard
- Finance Operations
 - Purchasing
 - Utility Billing
 - Business Licensing
 - Dog Licensing

- Public Safety**
VACANT
- Public Safety Operations
 - Community Safety Partnership
 - Field/Dispatch Operations
 - Neighborhood Watch
 - Cade Program
 - Nuisance Abatement
 - Graffiti Abatement
 - Vehicle Abatement
 - Norwalk Community Court
 - Parking Enforcement
 - Code Compliance
 - HOPE

- Community Development**
John P. Ramirez
- Building & Safety
 - Planning
 - CDBG/HOME
 - Housing Authority
 - Economic Development
 - Emergency Preparedness
 - Environmental Services
 - ADA Compliance
 - Special Event Applications
 - Education Alliance

- Public Services**
Glen Kau
- Facilities Maintenance
 - Street Maintenance
 - Traffic Maintenance
 - Signals & Safety
 - Lighting
 - Street Sweeping
 - Sewer Maintenance
 - Graffiti Removal
 - Tree Maintenance
 - Greenscape Maintenance
 - Water Services
 - Park Services
 - Engineering

- Social Services**
Gabriela Regalado
- Emergency Food & Shelter Program
 - Child Care Program
 - Youth & Family Intervention
 - Senior Nutrition Program
 - Senior Supportive Services
 - Angel Tree

- Recreation & Park Services**
VACANT
- All City Band
 - Aquatic Pavilion
 - Norwalk Arts & Sports Complex
 - Special Events
 - Park Programs
 - Facility Reservations
 - Sports Leagues
 - Contract Classes

- Transportation**
Jim Parker
- Transit Administration
 - Transit Operations
 - Vehicle /Equipment Maintenance

**Summary of Changes to Fund Balances / Working Capital
Fiscal Year 2021-2022**

Fund	<i>ESTIMATED FUND BALANCE/ WORKING CAPITAL 7/1/2021</i>	REVENUES FOR FY 2022	TRANSFERS IN/(OUT) FOR FY 2022	OPERATING & CAPITAL OUTLAY EXPENSES FOR FY 2022	CIP EXPENSE FOR FY 2022	<i>ESTIMATED CHANGE IN FUND BALANCE/ WORKING CAPITAL FY 2022</i>	<i>ESTIMATED FUND BALANCE/ WORKING CAPITAL AS OF JUNE 30, 2022</i>
General Fund (unassigned)	16,270,475	60,059,050	(3,468,518)	(56,427,627)		162,905	12,297,286
Release of Fund Balance/Transfer to Reserves	1,163,906	-	(5,300,000)	-	-	(5,300,000)	
Total General Fund	17,434,381	60,059,050	(8,768,518)	(56,427,627)	-	(5,137,095)	12,297,286
Special Revenue Funds							
Child Care	-	6,691,509	-	(6,691,509)	-	-	-
Gas Tax	283,310	1,753,150	-	(1,993,000)	-	(239,850)	43,460
Community Development Block Grant	422,190	2,346,592	-	(2,309,342)	-	37,250	459,440
Home Grant	296,933	336,975	-	(370,478)	-	(33,503)	263,430
Proposition A - Local Return	-	2,144,900	(1,296,751)	(848,149)	-	-	-
Air Quality Management	148,574	134,100	-	(96,564)	-	37,536	186,110
Senior Services Grant	-	54,488	42,998	(97,486)	-	-	-
FEMA Grant	-	50,000	-	(50,000)	-	-	-
COPS Grant	318,981	220,500	-	(323,247)	-	(102,747)	216,234
Juvenile Assistance Grant	-	77,248	-	(77,248)	-	-	-
Proposition C - Local Return	7,157,895	1,943,840	(125,590)	(1,364,677)	(4,270,602)	(3,817,028)	3,340,867
Measure R - Local Return	3,374,028	1,330,630	(863,150)	(509,500)	(2,779,397)	(2,821,417)	552,611
Measure M - Local Return	3,644,545	1,507,720	(973,300)	(200,000)	(1,371,108)	(1,036,688)	2,607,857
Senior Nutrition Program	353,139	984,948	-	(1,327,110)	-	(342,162)	10,977
Parking Structure Operations	-	300,000	153,165	(453,165)	-	-	-
Asset Forfeitures	673	-	-	-	-	-	673
Successor Agency Housing Administration	515,120	300	205,700	(129,850)	-	76,150	591,270
Housing Assistance Program	1,932,946	7,600,039	-	(7,644,148)	-	(44,109)	1,888,837
Total Special Revenue Funds	18,491,304	27,476,939	(2,856,928)	(24,485,473)	(8,421,107)	(8,286,568)	10,204,736

**Summary of Changes to Fund Balances / Working Capital
Fiscal Year 2021-2022**

Fund	<i>ESTIMATED FUND BALANCE/ WORKING CAPITAL 7/1/2021</i>	REVENUES FOR FY 2022	TRANSFERS IN/(OUT) FOR FY 2022	OPERATING & CAPITAL OUTLAY EXPENSES FOR FY 2022	CIP EXPENSE FOR FY 2022	<i>ESTIMATED CHANGE IN FUND BALANCE/ WORKING CAPITAL FY 2022</i>	<i>ESTIMATED FUND BALANCE/ WORKING CAPITAL AS OF JUNE 30, 2022</i>
Capital Projects Funds							
Prop 1B - Capital Projects	230,359	-	-	-	-	-	230,359
RMRA - Road Maintenance Rehab Account	4,578,089	2,086,270	-	-	(3,120,186)	(1,033,916)	3,544,173
Highway Safety Improvement Program (HSIP) Grant	-	7,088,059	-	-	(7,088,059)	-	-
CA Natural Resources	322,045	-	-	-	(276,350)	(276,350)	45,695
Arts in Public Places	293,111	21,000	-	(18,000)	-	3,000	296,111
LA County - MTA Measure R	-	3,032,897	-	-	(3,032,897)	-	-
S.B. 821- Bicycle/Pedestrian	-	315,623	-	-	(40,000)	275,623	275,623
Highway User Tax - Section 2103	1,929,810	950,960	-	(705,000)	(1,026,487)	(780,527)	1,149,283
I-605 Mitigation (Measure R)	-	4,831,750	-	-	(4,831,750)	-	-
Surface Transportation Program (STPL)	-	1,480,000	-	-	(1,480,000)	-	-
Street Light Project - Loan Proceeds	447,580	7,420	-	-	(455,000)	(447,580)	-
Bicycle Master Plan Grant	-	157,200	-	-	(157,200)	-	-
Bond Proceeds - RDA	11,375,448	35,000	-	(100,000)	(1,280,494)	(1,345,494)	10,029,954
Housing Bond Proceeds	11,999,079	35,000	-	-	(3,982,085)	(3,947,085)	8,051,994
Park Bonds Fund	302,274	-	-	-	(300,000)	(300,000)	2,274
California High Speed Rail	-	114,277	-	(114,277)	-	-	-
Measure R Bond Proceeds	10,499,079	20,000	-	-	(10,359,024)	(10,339,024)	160,055
Measure M Bond Proceeds	12,145,703	20,000	-	-	(11,372,829)	(11,352,829)	792,874
Park Dedication Fund	111,762	-	-	-	-	-	111,762
Total Capital Projects Funds	54,234,340	20,195,456	-	(937,277)	(48,802,361)	(29,544,182)	24,690,157

**Summary of Changes to Fund Balances / Working Capital
Fiscal Year 2021-2022**

Fund	<i>ESTIMATED FUND BALANCE/ WORKING CAPITAL 7/1/2021</i>	REVENUES FOR FY 2022	TRANSFERS IN/(OUT) FOR FY 2022	OPERATING & CAPITAL OUTLAY EXPENSES FOR FY 2022	CIP EXPENSE FOR FY 2022	<i>ESTIMATED CHANGE IN FUND BALANCE/ WORKING CAPITAL FY 2022</i>	<i>ESTIMATED FUND BALANCE/ WORKING CAPITAL AS OF JUNE 30, 2022</i>
Capital Funds							
Street Renovation	3,061,865	2,000	2,500,000	-	(13,000)	2,489,000	5,550,865
Building/Facility Renovation	1,667,314	500	450,000	-	(520,191)	(69,691)	1,597,623
Computer & Technology Replacement	703,005	500	500,000	(194,620)	-	305,880	1,008,885
Vehicle & Equipment Replacement	2,096,934	500	750,000	(528,739)	-	221,761	2,318,695
NASC Equipment Replacement	211,385	500	50,000	-	-	50,500	261,885
Parks Equipment & Renovation	1,433,811	500	50,000	-	(788,979)	(738,479)	695,332
Total Capital Funds	9,174,314	4,500	4,300,000	(723,359)	(1,322,170)	2,258,971	11,433,285
Enterprise Funds- working capital**							
Transportation - Operations	5,501,657	15,307,153	1,422,341	(15,610,532)	-	1,118,962	6,620,619
Transportation - Capital	-	3,345,430	-	(3,345,430)	-	-	-
Subtotal Transit	5,501,657	18,652,583	1,422,341	(18,955,962)	-	1,118,962	6,620,619
** Enterprise funds report working capital balance							
Water	7,491,746	5,913,000	-	(5,870,148)	(6,931,519)	(6,888,667)	603,079
Sewer	8,945,647	2,635,000	-	(1,763,601)	(3,259,218)	(2,387,819)	6,557,828
Total Enterprise Funds**	21,939,049	27,200,583	1,422,341	(26,589,711)	(10,190,737)	(8,157,524)	13,781,526
Debt Service Fund							
2013 A&B Lease Revenue Refund Bonds	-	-	1,456,638	(1,456,638)	-	-	-
2019A Measure M Bonds	-	-	973,300	(973,300)	-	-	-
2019B Measure R Bonds	-	-	863,150	(863,150)	-	-	-
Street Light Lease	-	-	410,017	(410,017)	-	-	-
Total Debt Service Fund	-	-	3,703,105	(3,703,105)	-	-	-

**Summary of Changes to Fund Balances / Working Capital
Fiscal Year 2021-2022**

Fund	ESTIMATED FUND BALANCE/ WORKING CAPITAL 7/1/2021	REVENUES FOR FY 2022	TRANSFERS IN/(OUT) FOR FY 2022	OPERATING & CAPITAL OUTLAY EXPENSES FOR FY 2022	CIP EXPENSE FOR FY 2022	ESTIMATED CHANGE IN FUND BALANCE/ WORKING CAPITAL FY 2022	ESTIMATED FUND BALANCE/ WORKING CAPITAL AS OF JUNE 30, 2022
Internal Service Funds							
Equipment Maintenance	-	4,271,456	-	(4,271,456)	-	-	-
Employee Benefits	-	18,395,082	-	(18,395,082)	-	-	-
Total Internal Service Funds	-	22,666,538	-	(22,666,538)	-	-	-
Trust Funds							
Irrevocable Post Employment Benefit Trust Fund	12,278,946	100,000	1,200,000	410,600	-	1,710,600	13,989,546
Irrevocable Pension Trust Fund	4,285,800	50,000	1,000,000	-	-	1,050,000	5,335,800
Donations held in trust - City Wide	332,635	-	-	(4,500)	-	(4,500)	328,135
Total Irrevocable Trust Funds	16,897,381	150,000	2,200,000	406,100	-	2,756,100	19,653,481
Subtotal All Funds	121,273,388	157,603,066	(2,200,000)	(135,533,089)	(68,736,374)	(48,866,398)	72,406,990
Less: Internal Service Funds	-	(22,666,538)	-	22,666,538	-	-	-
Net Total City Funds	138,170,769	135,086,528	-	(112,460,451)	(68,736,374)	(46,110,298)	92,060,471

** Enterprise funds report working capital balance

Summary of Inter-Fund Transfers Fiscal Year 2021-22

From:	To:	Amount
General Fund	Debt Service Fund	(1,614,267)
	Senior Grant Fund	(42,998)
	Successor Agency Housing Fund	(205,700)
	Parking Structure Fund	(405,553)
	Irrevocable OPEB Trust	(1,200,000)
General Fund Transfers Out - Operating		\$ (3,468,518)
General Fund Transfers Out - Reserves	Irrevocable Pension Trust	(1,000,000)
	Street Renovation	(2,500,000)
	Building/Facility Renovation	(450,000)
	Computer & Equipment Replacement	(500,000)
	Vehicle Replacement	(750,000)
	NASC Equipment Replacement	(50,000)
	Parks Equipment Renovation	(50,000)
General Fund Transfers Out - Reserves		\$ (5,300,000)
Proposition A	Transportation - Operations	\$ (1,296,751)
Proposition C	Transportation - Operations	\$ (125,590)
Parking Structure Operations	Debt Service Fund	\$ (252,388)
Measure R - Local Return	Debt Service Fund	\$ (863,150)
Measure M - Local Return	Debt Service Fund	\$ (973,300)

Summary of Inter-Fund Transfers Fiscal Year 2021-22

To:	From:	Amount
Debt Service Fund	General Fund	1,614,267
	Parking Structure Operations	252,388
	Measure R - Local Return	863,150
	Measure M - Local Return	973,300
Total Debt Service Transfers In		\$ 3,703,105
Senior Grant Fund	General Fund	\$ 42,998
Successor Agency Housing Fund	General Fund	\$ 205,700
Parking Structure Operations	General Fund	\$ 405,553
Street Renovation	General Fund	\$ 2,500,000
Building/Facility Renovation	General Fund	\$ 450,000
Computer & Equipment Replacement	General Fund	\$ 500,000
Vehicle Replacement	General Fund	\$ 750,000
NASC Equipment Replacement	General Fund	\$ 50,000
Parks Equipment Renovation	General Fund	\$ 50,000
Irrevocable Post Employment Benefit Trust Fund	General Fund	\$ 2,200,000
Transportation - Operations	Proposition A	1,296,751
Transportation - Operations	Proposition C	125,590
Total Transportation - Operations		\$ 1,422,341

CITY OF NORWALK
ALL FUNDS - EXPENDITURE SUMMARY

EXPENDITURES BY TYPE	GENERAL FUND			OTHER FUNDS			TOTAL ALL FUNDS		
	FY 20-21 ADOPTED BUDGET	FY 21-22 ADOPTED BUDGET	%	FY 20-21 ADOPTED BUDGET	FY 21-22 ADOPTED BUDGET	%	FY 20-21 ADOPTED BUDGET	FY 21-22 ADOPTED BUDGET	%
<i>Personnel</i>	25,336,060	29,224,852	115%	15,405,070	16,628,704	108%	40,741,130	45,853,556	113%
<i>Operations</i>	26,493,026	30,812,189	116%	30,824,836	28,292,092	92%	57,317,862	59,104,281	103%
<i>Operational Transfer to Special Revenue Funds</i>	188,064	248,698	132%	-	-	-	188,064	248,698	132%
<i>Operational Transfer to Parking Structure Fund</i>	447,106	405,553	91%	-	-	-	447,106	405,553	91%
<i>Debt Service</i>	1,611,384	1,614,267	100%	2,629,528	2,627,951	100%	4,240,912	4,242,218	100%
<i>Capital Outlay</i>	422,960	291,150	69%	7,539,550	4,705,440	62%	7,962,510	4,996,590	63%
TOTAL OPERATIONS AND CAPITAL OUTLAY	54,498,600	62,596,709	115%	56,398,984	52,254,187	93%	110,897,584	114,850,896	104%
<i>Operations Offset from Special Revenue Funds</i>	(2,341,564)	(2,700,564)	115%	2,341,564	2,700,564	115%	-	-	-
NET OPERATIONS AND CAPITAL OUTLAY	52,157,036	59,896,145	115%	58,740,548	54,954,751	94%	110,897,584	114,850,896	104%
<i>Transfers - Street Renovation</i>	3,000,000	2,500,000	83%	-	-	-	3,000,000	2,500,000	83%
<i>Transfers - Building/Facility Renovation</i>	500,000	450,000	90%	-	-	-	500,000	450,000	90%
<i>Transfers - Computer & Technology Replacement</i>	500,000	500,000	100%	-	-	-	500,000	500,000	100%
<i>Transfers - Vehicle & Equipment Replacement</i>	1,200,000	750,000	63%	-	-	-	1,200,000	750,000	63%
<i>Transfers - NASC Equipment Replacement</i>	100,000	50,000	50%	-	-	-	100,000	50,000	50%
<i>Transfers - Parks Equipment & Renovation</i>	100,000	50,000	50%	-	-	-	100,000	50,000	50%
<i>Transfers - Pension</i>	1,000,000	1,000,000	100%	-	-	-	1,000,000	1,000,000	100%
TOTAL TRANSFER TO RESERVES	6,400,000	5,300,000	83%	-	-	-	6,400,000	5,300,000	83%
<i>Capital Improvement</i>	320,000	-	0%	55,750,300	68,736,374	123%	56,070,300	68,736,374	123%
TOTAL CITY BUDGET	58,877,036	65,196,145	111%	114,490,848	123,691,125	108%	173,367,884	188,887,270	109%

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

Position Title	Budget FY 20-21		Budget FY 21-22		Variance FY'22 vs FY'21	
	Full Time Positions	Part Time Hours	Full Time Positions	Part Time Hours	Full Time Positions	Part Time Hours
Mayor & Council						
Executive Assistant	1	-	1	-	-	-
Total Mayor & Council	1	-	1	-	-	-
Administration						
City Manager	1	-	1	-	-	-
Deputy City Manager (*)	2	-	2	-	-	-
Senior Executive Assistant	1	-	1	-	-	-
Office Assistant II	-	1,560	-	1,560	-	-
Total	4	1,560	4	1,560	-	-
Management Services						
Administrative Services Manager (*)	1	-	1	-	-	-
Management Analyst	1	-	1	-	-	-
Total	2	-	2	-	-	-
Communications & Public Affairs						
Communications & Public Affairs Manager	1	-	1	-	-	-
Sr. Management Analyst	1	-	1	-	-	-
Creative Coordinator	1	-	1	-	-	-
Office Assistant III	1	-	1	-	-	-
Community Info Specialist	-	-	1	-	1	-
Community Info Assistant	-	2,580	-	1,290	-	(1,290)
Total	4	2,580	5	1,290	1	(1,290)
Cable TV						
Production Supervisor	1	-	1	-	-	-
Production Specialist	-	1,950	-	1,950	-	-
Production Assistant	-	2,912	-	2,912	-	-
Total	1	4,862	1	4,862	-	-
Total Administration	11	9,002	12	7,712	1	(1,290)

(*) FY21 Not Funded/Frozen Position

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

Position Title	Budget FY 20-21		Budget FY 21-22		Variance FY'22 vs FY'21	
	Full Time Positions	Part Time Hours	Full Time Positions	Part Time Hours	Full Time Positions	Part Time Hours
City Clerk						
City Clerk	1	-	1	-	-	-
Assistant City Clerk	1	-	1	-	-	-
Deputy City Clerk	1	-	1	-	-	-
Office Assistant II	1	-	1	-	-	-
Office Assistant I	2	-	2	-	-	-
Total	6	-	6	-	-	-
MIS						
Information Systems Specialist	-	599	-	-	-	(599)
Total	-	599	-	-	-	(599)
Total City Clerk	6	599	6	-	-	(599)
Human Resources						
Director of Human Resources/Risk Manager	1	-	1	-	-	-
Principal Human Resources Analyst	1	-	1	-	-	-
Sr. Human Resources Analyst (*)	1	-	1	-	-	-
Human Resources Technician	1	-	2	-	1	-
Office Assistant II	1	780	1	780	-	-
Total Human Resources	5	780	6	780	1	-
Finance						
Director of Finance/City Treasurer	1	-	1	-	-	-
Controller/Deputy Treasurer	1	-	1	-	-	-
Senior Accountant	1	-	2	-	1	-
Financial Analyst	-	-	1	-	1	-
Purchasing Agent	1	-	-	-	(1)	-
Payroll Specialist	1	-	1	-	-	-
Account Clerk III	3	-	3	-	-	-
Account Clerk II	5	910	5	1,820	-	910
Total Finance	13	910	14	1,820	1	910
GENERAL GOVERNMENT SUBTOTAL	36	11,291	39	10,312	3	(979)

(*) FY21 Not Funded/Frozen Position

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

Position Title	Budget FY 20-21		Budget FY 21-22		Variance FY'22 vs FY'21	
	Full Time Positions	Part Time Hours	Full Time Positions	Part Time Hours	Full Time Positions	Part Time Hours
Public Safety						
Director of Public Safety	1	-	1	-	-	-
Public Safety Manager	-	-	1	-	1	-
Management Analyst	2	-	2	-	-	-
Public Safety Technician	1	-	1	-	-	-
Office Assistant III	1	-	1	-	-	-
Office Assistant II	1	-	1	-	-	-
Public Safety Officer III	4	-	4	-	-	-
Public Safety Officer II	1	1,040	1	3,952	-	2,912
Public Safety Officer I	-	37,671	-	55,710	-	18,039
Station Attendant	-	-	-	3,120	-	3,120
Public Safety Dispatcher	-	8,958	-	8,958	-	-
Total	11	47,669	12	71,740	1	24,071
Code Compliance						
Senior Code Compliance Inspector	1	-	1	-	-	-
Code Compliance Inspector	5	1,000	5	3,328	-	2,328
Office Assistant II	1	-	1	-	-	-
Office Assistant I	-	1,248	-	1,664	-	416
Total	7	2,248	7	4,992	-	2,744
Homeless Outreach						
Maintenance Worker III	2	-	2	-	-	-
Public Safety Officer II	-	2,964	1	2,964	1	-
Public Safety Officer I	-	2,270	1	2,270	1	-
Maintenance Worker I	-	-	2	-	2	-
Total	2	5,234	6	5,234	4	-
PUBLIC SAFETY SUBTOTAL	20	55,151	25	81,966	5	26,815

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

Position Title	Budget FY 20-21		Budget FY 21-22		Variance FY'22 vs FY'21	
	Full Time Positions	Part Time Hours	Full Time Positions	Part Time Hours	Full Time Positions	Part Time Hours
Public Services Administration						
Director of Public Services /City Engineer	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	-	-
Total	6	1,210	6	1,210	-	-
Engineering						
Principal Engineer	1	-	1	-	-	-
Associate Engineer (*)	2	-	1	-	(1)	-
Assistant Engineer (*)	1	-	1	-	-	-
Engineering Technician	1	-	1	-	-	-
Office Assistant II	1	-	1	-	-	-
Total	6	-	5	-	(1)	-
Facilities Maintenance						
Maintenance Supervisor	1	-	1	-	-	-
Maintenance Worker III	2	-	2	-	-	-
Maintenance Worker II	4	-	4	-	-	-
Maintenance Worker I	4	-	4	-	-	-
Maintenance Assistant	-	7,020	-	8,580	-	1,560
Total	11	7,020	11	8,580	-	1,560
Parks Landscape & Facilities Maintenance						
Maintenance Supervisor	2	-	2	-	-	-
Maintenance Worker III	3	-	3	-	-	-
Maintenance Worker II (*)	6	-	6	-	-	-
Maintenance Worker I	6	-	6	-	-	-
Maintenance Assistant	-	6,500	-	8,320	-	1,820
Total	17	6,500	17	8,320	-	1,820

(*) FY21 Not Funded/Frozen Position

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

Position Title	Budget FY 20-21		Budget FY 21-22		Variance FY'22 vs FY'21	
	Full Time Positions	Part Time Hours	Full Time Positions	Part Time Hours	Full Time Positions	Part Time Hours
Streets & Graffiti						
Maintenance Supervisor	1	-	1	-	-	-
Maintenance Worker III	1	-	1	-	-	-
Maintenance Worker II	3	-	4	-	1	-
Maintenance Worker I	2	-	3	-	1	-
Facility Maintenance I	1	-	-	-	(1)	-
Facility Maintenance II	1	-	-	-	(1)	-
Maintenance Assistant	-	1,300	-	1,300	-	-
Total	9	1,300	9	1,300	-	-
Trees & Greenscape						
Maintenance Supervisor	1	-	1	-	-	-
Maintenance Worker III	1	-	1	-	-	-
Maintenance Worker II	1	-	1	-	-	-
Maintenance Worker I	1	-	1	-	-	-
Tree Trimmer II	1	-	1	-	-	-
Tree Trimmer I	2	-	2	-	-	-
Maintenance Assistant	-	1,040	-	1,040	-	-
Total	7	1,040	7	1,040	-	-
Traffic & Signals						
Maintenance Worker III	1	-	1	-	-	-
Maintenance Worker II	2	-	2	-	-	-
Facility Maintenance I	1	-	1	-	-	-
Traffic Signal Technician II	1	-	1	-	-	-
Traffic Signal Technician I	1	-	1	-	-	-
Total	6	-	6	-	-	-
Water & Sewer						
Senior Civil Engineer	1	-	1	-	-	-
Associate Engineer	-	-	1	-	1	-
Assistant Engineer	1	-	1	-	-	-
Water Utilities Supervisor	1	-	1	-	-	-
Water Service Worker II	2	-	2	-	-	-
Water Service Worker I	1	-	1	-	-	-
Office Assistant II	-	910	-	910	-	-
Total	6	910	7	910	1	-
PUBLIC SERVICES SUBTOTAL:	68	17,980	68	21,360	-	3,380

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

Position Title	Budget FY 20-21		Budget FY 21-22		Variance FY'22 vs FY'21	
	Full Time Positions	Part Time Hours	Full Time Positions	Part Time Hours	Full Time Positions	Part Time Hours
Social Services						
Director of Social Services	1	-	1	-	-	-
Social Services Coordinator	1	-	1	-	-	-
Senior Center Manager	1	-	1	-	-	-
Senior Services Coordinator	1	-	-	-	(1)	-
Child Care Program Supervisor	1	-	1	-	-	-
Child Care Coordinator	1	-	1	-	-	-
Social Services Supervisor	1	-	1	-	-	-
Management Assistant	-	-	1	-	1	-
Recreation Supervisor	1	-	1	-	-	-
Recreation Coordinator	1	-	1	-	-	-
Executive Assistant	1	-	-	-	(1)	-
Quality Control Specialist	1	-	1	-	-	-
Office Assistant III	-	-	1	-	1	-
Office Assistant II	1	-	2	-	1	-
Office Assistant I	1	1,444	1	1,820	-	376
Intake Specialist	1	-	1	-	-	-
Social Services Worker II	5	-	8	-	3	-
Social Services Worker I	-	9,480	-	6,920	-	(2,560)
Payment Specialist	1	-	1	-	-	-
Recreation Leader III	-	1,870	-	3,650	-	1,780
Recreation Leader II	-	4,954	-	10,036	-	5,082
Recreation Leader I	-	1,500	-	-	-	(1,500)
Senior Program Aide	-	1,508	-	8	-	(1,500)
Site Coordinators	-	2,600	-	2,680	-	80
Dishwasher	-	1,560	-	2,080	-	520
Nutrition Program Aide	-	4,160	-	4,160	-	-
Meal Driver	-	5,720	-	6,500	-	780
Community Worker	2	-	2	-	-	-
TOTAL SOCIAL SERVICES	22	34,796	26	37,854	4	3,058

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

Position Title	Budget FY 20-21		Budget FY 21-22		Variance FY'22 vs FY'21	
	Full Time Positions	Part Time Hours	Full Time Positions	Part Time Hours	Full Time Positions	Part Time Hours
Recreation						
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	-	41,995	-	49,464	-	7,469
Recreation Leader I	-	5,599	-	6,450	-	851
Youth Worker	-	3,923	-	2,719	-	(1,204)
Boxing Trainer	-	1,080	-	1,560	-	480
Senior Lifeguard	-	1,464	-	2,294	-	830
Instructor Guard	-	4,519	-	7,264	-	2,745
Lifeguard	-	2,516	-	4,072	-	1,556
TOTAL RECREATION	13	70,976	13	83,703	-	12,727

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

Position Title	Budget FY 20-21		Budget FY 21-22		Variance FY'22 vs FY'21	
	Full Time Positions	Part Time Hours	Full Time Positions	Part Time Hours	Full Time Positions	Part Time Hours
Community Development						
Director of Community Development	1	-	1	-	-	-
Senior Management Analyst	1	313	1	-	-	(313)
Management Analyst (*)	2	-	1	-	(1)	-
Office Assistant III	1	-	1	-	-	-
Office Assistant II	4	-	4	-	-	-
Office Assistant I	-	-	-	1,440	-	1,440
Administrative Secretary	1	-	1	-	-	-
Building & Safety Manager	1	-	1	-	-	-
Senior Building Inspector	1	-	1	-	-	-
Plans Examiner	-	-	1	-	1	-
Building Inspector II (*)	1	-	1	-	-	-
Building Inspector I	1	-	1	-	-	-
Permit Technician	3	-	3	-	-	-
Development Services Manager	-	-	1	-	1	-
Planning Manager	1	-	-	-	(1)	-
Senior Planner	2	-	2	-	-	-
Assistant Planner	2	-	2	-	-	-
Housing Manager	1	-	1	-	-	-
Community Development Specialist	1	-	1	-	-	-
Community Development Assistant	1	-	1	-	-	-
Housing Specialist II	1	-	1	-	-	-
Housing Specialist I	2	-	2	-	-	-
TOTAL COMMUNITY DEVELOPMENT	28	313	28	1,440	-	1,127

(*) FY21 Not Funded/Frozen Position

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

Position Title	Budget FY 20-21		Budget FY 21-22		Variance FY'22 vs FY'21	
	Full Time Positions	Part Time Hours	Full Time Positions	Part Time Hours	Full Time Positions	Part Time Hours
Transit & Vehicle Maintenance						
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	5,547	1	5,720	-	173
Transit Administrative Specialist	1	-	1	-	-	-
Manager of Transit Operations	1	-	1	-	-	-
Transit Safety & Training Coordinator (*)	2	-	1	-	(1)	-
Fleet Maintenance Manager	1	-	1	-	-	-
Fleet Maintenance Supervisor	1	-	1	-	-	-
Lead Equipment Mechanic	2	-	2	-	-	-
Mechanic (*) (**)	8	-	8	-	-	-
Storekeeper II	1	-	1	-	-	-
Senior Transit Operations Supervisor	-	-	1	-	1	-
Transit Operations Supervisor	6	-	7	-	1	-
Transit Admin Specialist	1	-	1	-	-	-
Dispatcher	1	-	1	-	-	-
Coach Operators	35	-	35	-	-	-
Coach Operators - On Call	-	43,328	-	43,328	-	-
Coach Operator Trainee	-	1,618	-	1,618	-	-
Equipment Service Helper	-	9,984	-	9,984	-	-
Mechanic Trainee	-	-	-	1,664	-	1,664
Dispatcher	-	814	-	814	-	-
TOTAL TRANSIT & VEHICLE MAINTENANCE	70	61,291	71	63,128	1	1,837
ALL FUNDS TOTAL POSITIONS	257	251,798	270	299,763	13	47,965
Positions Frozen - Not Funded	(9)	-	(1)	-	8	-
ALL FUNDS TOTAL FUNDED	248	251,798	269	299,763	21	47,965

(*) FY21 Not Funded/Frozen Position (**) FY22 Not Funded/Frozen Position

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

REVENUE DESCRIPTION	FY 20-21 ADOPTED BUDGET	FY 21-22 ADOPTED BUDGET	VARIANCE FY 21-22 BUDGET vs. FY 20-21 BUDGET	
			%	AMOUNT
PROP TAX-S.E. REC & PARK AREA	3,559,900	3,620,100	2%	60,200
PROPERTY TAX IN-LIEU/VLF	12,928,584	13,331,955	3%	403,371
NO/LOW PROPERTY TAX - COUNTY	4,684,100	4,763,300	2%	79,200
SA RDAs - AB 1484 ALLOCATIONS	450,000	465,000	3%	15,000
REAL-PROPERTY VALUE DERIVED REVENUES:	21,622,584	22,180,355	3%	557,771
SALES & USE TAXES	12,453,800	13,202,200	6%	748,400
SALES & USE TAXES - MEASURE P	7,924,000	8,523,000	8%	599,000
UTILITY USER TAX	4,200,000	4,223,000	1%	23,000
TRANSIENT OCCUPANCY TAX	1,142,400	1,192,400	4%	50,000
FRANCHISE FEE	2,254,000	2,287,810	1%	33,810
FRANCHISE - CABLE TV	647,400	653,900	1%	6,500
BUSINESS LICENSE	790,000	800,000	1%	10,000
REAL PROPERTY TRANSFER TAX	225,000	250,000	11%	25,000
OTHER TAXES & FRANCHISES:	29,636,600	31,132,310	5%	1,495,710
OTHER GENERAL REVENUES	3,087,640	3,410,585	10%	322,945
PUBLIC SAFETY REVENUES	1,090,235	1,349,500	24%	259,265
PUBLIC SERVICES REVENUES	650,944	180,000	-72%	(470,944)
SOCIAL SERVICES REVENUES	-	11,700	100%	11,700
RECREATION & PARKS REVENUES	23,240	561,700	2317%	538,460
COMMUNITY DEVELOPMENT REVENUES	1,241,400	1,232,900	-1%	(8,500)
CARES ACT FUNDING	1,305,302	-	-100%	(1,305,302)
TOTAL - GENERAL FUND REVENUES	\$ 58,657,945	\$ 60,059,050	2%	1,401,105

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

EXPENDITURES BY TYPE	FY 20-21 ADOPTED BUDGET	FY 21-22 ADOPTED BUDGET	VARIANCE	
			%	AMOUNT
SALARIES & WAGES <i>(Includes Salary Savings)</i>	15,531,215	17,424,180	12%	1,892,965
BENEFITS	8,820,245	10,600,672	20%	1,780,427
TRANSFER TO OPEB TRUST	984,600	1,200,000	22%	215,400
TOTAL PERSONNEL COST	25,336,060	29,224,852	15%	3,888,792
LA COUNTY SHERIFF CONTRACT	14,030,865	17,120,460	22%	3,089,595
CONTRACT SERVICES	6,210,436	6,895,039	11%	684,603
UTILITIES	2,335,500	2,423,700	4%	88,200
INSURANCE	1,161,100	1,068,600	-8%	(92,500)
OTHER OPERATING COSTS	3,123,189	3,347,388	7%	224,199
OPERATIONAL TRANSFER TO SPECIAL REVENUE FUNDS	147,000	205,700	40%	58,700
OPERATIONAL TRANSFER TO PARKING STRUCTURE	447,106	405,553	100%	(41,553)
DEBT SERVICE	1,611,384	1,614,267	0%	2,883
MINOR CAPITAL OUTLAYS	422,960	291,150	-31%	(131,810)
TOTAL OPERATIONS	54,825,600	62,596,709	14%	7,771,109
Less Transfers In From Special Revenue Funds To Offset General Fund Street Maintenance Cost:				
GAS TAX/ HIGHWAY USER TAX - SECTION 2103	(2,254,000)	(2,613,000)	16%	(359,000)
OTHER SPECIAL REVENUE FUNDS	(94,564)	(87,564)	-7%	7,000
TOTAL OPERATIONAL TRANSFERS (IN)/OUT	(2,348,564)	(2,700,564)	15%	(352,000)
NET OPERATIONS AND CAPITAL OUTLAY	\$ 52,477,036	\$ 59,896,145	14%	\$ 7,419,109
TRANSFERS TO CAPITAL RESERVE FUNDS	5,400,000	4,300,000	-20%	(1,100,000)
TRANSFER TO PENSION TRUST	1,000,000	1,000,000	0%	-
TOTAL GENERAL FUND EXPENDITURES	\$ 58,877,036	\$ 65,196,145	11%	\$ 6,319,109

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

EXPENDITURES BY DEPARTMENT	FY 20-21 ADOPTED BUDGET	FY 21-22 ADOPTED BUDGET	VARIANCE	
			%	AMOUNT
MAYOR / COUNCIL & BOARDS	485,366	507,380	5%	22,014
ADMINISTRATION	901,403	1,284,524	43%	383,121
CITY ATTORNEY	360,000	360,000	0%	-
MANAGEMENT SERVICES	376,869	616,111	63%	239,242
COMMUNICATIONS & PUBLIC AFFAIRS	825,824	1,064,860	29%	239,036
CABLE TV	365,207	246,290	-33%	(118,917)
MIS - NETWORK CONTRACTOR	655,574	723,840	10%	68,266
CITY CLERK	869,195	931,904	7%	62,709
HUMAN RESOURCES	3,041,577	3,527,211	16%	485,634
FINANCE	2,229,583	2,661,211	19%	431,628
DEBT SERVICE	1,611,384	1,614,267	0%	2,883
PUBLIC SAFETY	4,261,059	5,496,868	29%	1,235,809
LA COUNTY SHERIFFS CONTRACT	14,030,865	17,121,460	22%	3,090,595
HOMELESS OUTREACH	373,832	882,826	136%	508,994
PUBLIC SERVICES	11,124,443	12,107,537	9%	983,094
SOCIAL SERVICES	2,192,265	2,632,377	20%	440,112
RECREATION	4,181,004	4,849,944	16%	668,940
COMMUNITY DEVELOPMENT	3,051,686	3,817,535	25%	765,849
COVID - 19 RESPONSE	1,219,900	-	-100%	(1,219,900)
SALARY SAVINGS DUE TO ATTRITION	-	(550,000)	100%	(550,000)
TOTAL ALL DEPARTMENTS				
- OPERATIONS & MINOR CAPITAL OUTLAYS	\$ 52,157,036	\$ 59,896,145	15%	7,739,109
CAPITAL IMPROVEMENT PROJECTS	320,000	-	-100%	(320,000)
TRANSFERS TO CAPITAL RESERVE FUNDS	5,400,000	4,300,000	-20%	(1,100,000)
TRANSFER TO PENSION TRUST	1,000,000	1,000,000	0%	-
TOTAL EXPENDITURES	\$ 58,877,036	\$ 65,196,145	11%	\$ 6,319,109

REVENUES - GENERAL FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 19-20 BUDGET	FY 20-21 BUDGET	FY 21-22 BUDGET
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FUND - 101 - GENERAL FUND

FUNCTION - 10 - GENERAL GOVERNMENT

101-10-0000	4011	SECURED TAX-222. 21 (S.E. Recr. Area)	3,097,370	3,333,990	3,378,600	3,559,900	3,620,100
101-10-0000	4012	PROPERTY TAX IN-LIEU/VLF	11,646,200	12,295,865	12,295,860	12,928,584	13,331,955
101-10-0000	4412	NO/LOW PROPERTY TAX-222.01	4,145,850	4,527,679	4,504,800	4,684,100	4,763,300
101-10-0000	4015	SA RDA - AB 1484 ALLOCATIONS	640,659	635,288	251,800	450,000	465,000

REAL-PROPERTY VALUE RELATED

REVENUES:	19,530,079	20,792,822	20,431,060	21,622,584	22,180,355
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101-10-0000	4021	SALES & USE TAXES	12,492,890	11,916,110	10,622,000	12,453,800	13,202,200
101-10-0000	4021P	SALES & USE TAXES - MEASURE P	-	-	-	7,924,000	8,523,000
101-10-0000	4022	UTILITY USER TAX	4,461,942	4,228,417	4,180,000	4,200,000	4,223,000
101-10-0000	4023	TRANSIENT OCCUPANCY TAX	1,672,320	1,328,356	1,067,800	1,142,400	1,192,400
101-10-0000	4024	FRANCHISE FEES	2,287,755	2,422,957	2,131,600	2,254,000	2,287,810
101-10-0000	4025	FRANCHISE - CABLE TV	723,420	705,315	637,900	647,400	653,900
101-10-0000	4026	BUSINESS LICENSE	911,425	874,725	870,000	790,000	800,000
101-10-0000	4027	REAL PROPERTY TRANSFER TAX	231,243	253,508	230,000	225,000	250,000

TAXES & FRANCHISES:

22,780,995	21,729,388	19,739,300	29,636,600	31,132,310
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101-10-0000	4116	FIREWORKS PERMITS	6,622	10,137	7,000	8,000	8,000
101-10-0000	4119	PERMITS - MISC. OTHER	22,640	13,678	15,000	2,000	8,000
101-10-0000	4131	ANIMAL LICENSE	292,145	230,595	295,000	230,000	210,000

LICENSES & PERMITS:

321,407	254,410	317,000	240,000	226,000
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REVENUES - GENERAL FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 19-20 BUDGET	FY 20-21 BUDGET	FY 21-22 BUDGET
101-10-0000	4222	WASTE MANAGEMENT FORFEITS	32,778	33,216	10,000	15,000	15,000
101-10-0000	4235	RETURNED CHECK FEES	560	280	300	300	300
101-10-0000	4237	ANIMAL LIC/DELINQUENT CHARGE	16,573	13,298	16,000	900	16,000
PENALTIES:			49,911	46,795	26,300	16,200	31,300
101-10-0000	4310	INTEREST EARNINGS- MANAGED	-	557,159	-	160,000	200,000
101-10-0000	4311	INTEREST EARNINGS	267,094	(331,205)	406,480	60,000	60,000
101-10-0000	4312	INTEREST - LOANS TO OTHER FUNDS	126,376	268,496	262,350	458,300	107,913
101-10-0000	4315	INTEREST INCOME-GASB #31	834,560	547,147	-	-	-
101-10-0000	4316	PURCHASING DISCOUNTS	23,292	22,600	20,000	15,000	15,000
101-10-0000	4318	CASH OVERAGE/SHORTAGE	15	-	-	-	-
101-10-0000	4321	RENTAL-NWK AUTO AUCTION	647,590	667,748	661,400	704,520	738,050
101-10-0000	4323	RENTAL-SIGNS	250	300	1,000	-	450,000
101-10-0000	4326	RENTAL & USE PROPERTY/OTHER	20,685	21,317	20,000	18,000	20,000
USE OF MONEY & PROPERTY:			1,919,862	1,753,563	1,371,230	1,415,820	1,590,963
101-10-0000	4413	MOTOR VEHICLE LICENSE FEE	51,623	84,483	84,500	80,000	80,000
STATE TAX:			51,623	84,483	84,500	80,000	80,000
101-10-0000	4438	OTHER LOCAL AGENCIES	-	-	-	-	100,000
101-10-0000	4441	USE OIL RECYCLING PROGRAM	29,542	28,722	29,500	29,000	12,000
101-10-0000	4444	E-WASTE COLLECTION REIMB	948	774	1,000	1,000	1,000
101-10-0000	4446	BEVERAGE CONTAINER RECYCLING	53,102	26,362	26,770	26,600	26,362
101-10-0000	4447	STATE MANDATED COST REIMB	3,333	52,379	55,000	50,000	35,000
101-10-0000	4449	STATE GRANTS - OTHER	-	28,058	-	-	-
101-10-0000	4491	PEG CONTRIBUTIONS	144,954	141,376	140,180	129,500	130,800
STATE & OTHER AGENCIES:			231,879	277,670	252,450	236,100	305,162

REVENUES - GENERAL FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 19-20 BUDGET	FY 20-21 BUDGET	FY 21-22 BUDGET
101-10-0000	4507	ADA SB 1186 FEE	12,721	11,260	10,080	10,080	12,200
101-10-0000	4516	BUS LICENSE PROCESSING FEES	80,809	69,404	68,000	68,000	68,000
101-10-0000	4521	SALES - MAPS,PUBL &COPIES	20	1,000	-	-	-
101-10-0000	4525	DUPLICATION SERVICE CHARGES	2,972	2,328	2,400	3,000	2,000
101-10-0000	4527	PASSPORT FEES	-	3,021	3,000	21,000	20,000
FEES FOR SERVICES:			96,522	87,013	83,480	102,080	102,200
101-10-0000	4611	SALE OF EQUIPMENT & SCRAP	11,852	19,995	19,850	40,000	35,000
101-10-0000	4621	REIMB/SHARED EXPENSES	29,231	31,717	31,440	27,940	34,960
101-10-0000	4623	ADMIN REIMB / OTHER FUNDS	880,000	876,600	880,000	876,600	952,100
101-10-0000	4625	DAMAGE RECOVERIES	1,270	200	500	2,000	-
101-10-0000	4626	INSURANCE REFUND	5,086	24,873	24,000	10,000	5,000
OTHER REVENUES:			927,439	953,384	955,790	956,540	1,027,060
101-10-0000	4690	MISC OTHER REVENUE	4,491	11,617	12,000	5,000	5,000
101-10-0000	4691	DELINQUENT TRASH COLLECT	31,069	75,747	28,000	35,000	42,000
101-10-0000	4694	UNION DUES PROCESSING	341	341	400	400	400
101-10-0000	4696	COLLECTION AGENCY REVENUE	841	441	500	500	500
MISC. REVENUES:			36,742	88,145	40,900	40,900	47,900
TOTAL GENERAL GOVERNMENT:			45,946,459	46,067,672	43,302,010	54,346,824	56,723,250

REVENUES - GENERAL FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 19-20 BUDGET	FY 20-21 BUDGET	FY 21-22 BUDGET
FUND - 101 - GENERAL FUND							
FUNCTION - 20 - PUBLIC SAFETY							
101-20-0000	4115	SPECIAL PARKING PERMITS	8,688	6,500	6,500	2,000	6,500
101-20-0000	4211	VEHICLE CODE-TRAFFIC	127,332	89,894	85,000	85,000	190,000
101-20-0000	4212	FINES - OTHER	35,121	27,700	25,000	25,000	35,000
101-20-0000	4213	LOCAL CODE ENFORCEMENT	911,742	809,837	780,000	780,000	910,000
101-20-0000	4214	DRIVING UNDER INFLUENCE	11,854	13,342	12,000	25,000	25,000
101-20-0000	4217	ILLEGAL FIREWORKS CITATIONS	38,275	53,469	58,330	30,000	40,000
101-20-0000	4261	ADMINISTRATIVE CITATIONS	97,247	4,000	3,000	6,000	6,000
PENALTIES, FORFEIT & FINES:			1,230,259	1,004,742	969,830	953,000	1,212,500
101-20-0000	4468	FEDERAL GRANTS-CARES	-	-	-	1,305,302	-
101-20-0000	4469	FEDERAL GRANTS-OTHER	-	-	2,320	1,235	-
FEDERAL GRANTS:			-	-	2,320	1,306,537	-
101-20-0000	4524	ADMIN FEES - IMPOUNDED VEHICLES	101,460	103,300	97,000	80,000	80,000
101-20-0000	4543	VACANT PROPERTY REG & FEES	1,970	2,592	2,000	1,000	2,000
101-20-0000	4544	BOARD-UP ABATEMENT FEES	14,611	8,235	2,000	25,000	25,000
101-20-0000	4545	WEED & LITTER ABATM'T FEE	2,168	24,369	25,000	15,000	15,000
101-20-0000	4590	OTHER FEES FOR SERVICES	12,791	9,156	9,000	9,000	9,000
101-20-0000	4621	REIMB/SHARED EXPENSES	-	660	840	-	-
101-20-0000	4622	LABOR RECOVERY	3,015	6,251	8,600	-	-
101-20-0000	4625	DAMAGE RECOVERIES	9,835	(9,645)	-	1,000	1,000
101-20-0000	4690	MISC OTHER REVENUE	20	-	-	-	-
101-20-0000	4692	PARENT/MINOR RESPONSIBILITY	5,427	(4,133)	(4,150)	-	-
101-20-0000	4696	COLLECTION AGENCY REVENUES	5,829	7,685	7,000	5,000	5,000
FEES FOR SERVICES:			157,126	148,471	147,290	136,000	137,000
TOTAL PUBLIC SAFETY:			1,387,385	1,153,213	1,119,440	2,395,537	1,349,500

REVENUES - GENERAL FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 19-20 BUDGET	FY 20-21 BUDGET	FY 21-22 BUDGET
FUND - 101 - GENERAL FUND							
FUNCTION - 30 - PUBLIC SERVICES							
101-30-0000	4113	STREET OPENING PERMITS	146,378	130,818	110,000	140,000	140,000
101-30-0000	4120	UTILITY CELL PERMITS	-	21,847	22,000	10,000	10,000
101-30-0000	4438	OTHER LOCAL AGENCIES	7,731	74,620	75,000	-	-
101-30-0000	4505	STORM WATER PLAN CHECK FEE	1,303	1,078	4,000	1,000	1,000
101-30-0000	4506	STORM WATER (MS4) INSPECTION	10,887	1,033	3,000	2,000	2,000
101-30-0000	4512	ENG/PLAN CHECKING FEES	7,112	3,689	5,000	5,000	5,000
101-30-0000	4514	ENG/INSPECTION FEES	2,251	1,570	3,000	1,000	2,000
101-30-0000	4621	REIMB/SHARED EXPENSES	6,891	8,377	5,000	5,000	5,000
101-30-0000	4622	LABOR RECOVERY	1,741	174	-	200	-
101-30-0000	4625	DAMAGE RECOVERIES	10,663	(3,234)	1,000	10,000	15,000
101-30-0000	4690	MISC OTHER REVENUE	257	564	500	500	-
PUBLIC SERVICE REVENUES:			195,214	240,536	228,500	174,700	180,000
101-30-3305	4438	OTHER LOCAL AGENCIES/ Rebates	-	-	300,000	476,244	-
CITY OWNED STREET LIGHTS:			-	-	300,000	476,244	-
TOTAL PUBLIC SERVICES:			195,214	240,536	528,500	650,944	180,000

REVENUES - GENERAL FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 19-20 BUDGET	FY 20-21 BUDGET	FY 21-22 BUDGET
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FUND - 101 - GENERAL FUND

FUNCTION - 40 - SOCIAL SERVICES

101-40-0000	4318	CASH OVERAGE/SHORTAGE	-	19	-	-	-
USE OF MONEY & PROPERTY:			-	19	-	-	-
101-40-0000	4531	SENIOR TOURS	10,759	11,957	11,960	-	5,000
101-40-0000	4532	SENIOR CONTRACT CLASSES	4,824	4,749	4,760	-	1,200
101-40-0000	4533	SENIOR CENTER PROGRAMS	15,712	12,641	12,640	-	5,500
FEES FOR SERVICES:			31,295	29,347	29,360	-	11,700
TOTAL SOCIAL SERVICES:			31,295	29,366	29,360	-	11,700

FUND - 101 - GENERAL FUND

FUNCTION - 50 - CULTURE AND RECREATION

101-50-0000	4324	FIELD RESERVATION-RECR	7,619	2,625	2,630	500	5,700
USE OF PROPERTY:			7,619	2,625	2,630	500	5,700
101-50-0000	4439	COUNTY GRANT PROP A	100,894	40,457	40,460	-	-
LOCAL GRANTS:			100,894	40,457	40,460	-	-

REVENUES - GENERAL FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 19-20 BUDGET	FY 20-21 BUDGET	FY 21-22 BUDGET
101-50-0000	4551	ADULT & FAMILY EXCURSIONS					
101-50-0000	4552	CONTRACT CLASSES	6,318	10,769	11,000	4,000	7,000
101-50-0000	4553	ADULT SPORTS	11,789	6,207	8,000	60	6,000
101-50-0000	4554	THERAPEUTIC RECREATION	9,437	5,917	6,000	900	7,000
101-50-0000	4555	DAY CAMPS	58,658	32,031	50,000	2,250	30,000
101-50-0000	4556	AQUATIC PROGRAM	149,291	114,470	150,000	200	111,000
101-50-0000	4557	TOT PROGRAMS	23,994	15,917	25,000	2,100	18,000
101-50-0000	4559	RECREATION SERVICES-OTHER	4,494	314	1,000	-	750
101-50-0000	4565	YOUTH SPORTS	70,114	34,170	39,000	-	40,000
FEES FOR SERVICES:			334,095	219,795	290,000	9,510	219,750
101-50-0000	4690	MISC OTHER REVENUE	4,030	6,857	7,000	-	4,000
MISC REVENUE:			4,030	6,857	7,000	-	4,000
101-50-5203	4323	RENTAL-AQUATICS	15,132	5,901	5,000	780	7,500
101-50-5208	4323	RENTAL- PARK FACILITIES	31,859	8,197	16,000	-	23,000
101-50-5506	4559	RECREATION SERVICES-OTHER	4,637	4,921	5,000	150	3,400
101-50-5508	4552	CONTRACT CLASSES- MARIACHI	7,985	3,775	3,800	-	3,750
101-50-5616	4690	CONCERT SHARE	17,744	-	-	-	-
101-50-5702	4318	CASH OVERAGE/SHORTAGE	-	(148)	-	-	-
101-50-5702	4323	RENTAL-NASC FACILITIES	213,096	127,279	133,000	-	159,000
101-50-5702	4552	CONTRACT CLASSES	74,138	45,517	40,000	-	55,000
101-50-5702	4561	NASC - ENTRY & MEMBERSHIP FEES	67,306	43,343	43,400	-	50,000
101-50-5702	4562	BOXING	19,910	14,517	14,500	-	7,500
101-50-5702	4690	MISC OTHER REVENUE	2,487	400	400	3,500	3,000
101-50-5732	4552	CONTRACT CLASSES/CULTURAL ARTS	9,051	3,687	3,600	100	6,700
101-50-5732	4559	RECREATION SERVICES-CULTURAL ARTS	17,917	19,958	21,000	8,700	13,400
FEES FOR SERVICES:			481,262	277,348	285,700	13,230	332,250
TOTAL CULTURE & RECREATION:			927,900	547,082	625,790	23,240	561,700

REVENUES - GENERAL FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 19-20 BUDGET	FY 20-21 BUDGET	FY 21-22 BUDGET
FUND - 101 - GENERAL FUND							
FUNCTION - 61 - DEVELOPMENT SERVICES							
101-61-0000	4111	BUILDING PERMITS	677,063	658,437	572,000	750,000	700,000
101-61-0000	4114	SIGN PERMITS	7,555	3,657	5,500	7,000	7,000
LICENSES & PERMITS:			684,618	662,094	577,500	757,000	707,000
101-61-0000	4505	STORM WATER PLAN CK	-	3,189	-	-	-
101-61-0000	4506	STORM WATER INSPECTION	-	2,830	-	-	-
101-61-0000	4508	GREEN BUILDING ORDINANCE	146	159	630	300	300
101-61-0000	4509	SMIP FEES	153	253	700	600	600
101-61-0000	4511	PLANNING & ZONING FEES	234,902	178,202	155,000	160,000	175,000
101-61-0000	4513	BLD & SFTY/PLAN CHECKING	223,726	267,600	250,000	275,000	300,000
101-61-0000	4518	DEVELOPER IN - LIEU CONTRIBUTION	1,450	-	27,000	-	-
101-61-0000	4519	PLAN/RECORDS RECOVERY FEE	33,312	31,102	35,000	35,000	35,000
101-61-0000	4526	ADMIN PROCESSING FEES (WMP)	20,436	20,007	18,000	13,500	15,000
FEES FOR SERVICES:			514,125	503,341	486,330	484,400	525,900
TOTAL DEVELOPMENT SERVICES:			1,198,743	1,165,483	1,063,830	1,241,400	1,232,900
TOTAL GENERAL FUND OPERATIONAL REVENUE:			49,686,996	49,203,352	46,668,930	58,657,945	60,059,050

REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 21-22 BUDGET
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FUND - 203 - CHILD CARE

203-40-0000	4439	COUNTY GRANTS-OTHER	1,020,638	1,312,448	1,001,178	1,248,700
203-40-0000	4449	STATE GRANTS - OTHER	4,144,689	5,049,340	5,326,791	5,342,809
203-40-0000	4628	PARENT FEES	84,180	81,963	102,000	100,000
203-40-0000	4468	CARES ACT	-	-	215,000	-
203-90-9101	4790	OPERATING TRANSFERS IN	6,849	-	-	-

TOTAL CHILD CARE FUND REVENUE:	5,256,356	6,443,751	6,644,969	6,691,509
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FUND - 204 - GAS TAX

204-30-0000	4311	INTEREST EARNINGS	3,537	13,257	500	500
204-30-0000	4421	STATE GAS TAX - 2107	737,881	696,206	680,670	781,920
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	587,139	549,149	565,800	614,440
204-30-0000	4424	STATE GAS TAX -2106	355,894	313,310	337,600	346,290

TOTAL GAS TAX FUND REVENUE:	1,694,451	1,581,922	1,594,570	1,753,150
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REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 21-22 BUDGET
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FUND - 207 - COMMUNITY DEVELOPMENT BLOCK GRANT

207-62-0000	4311	INTEREST EARNINGS	7,410	740	-	-
207-62-0000	4660	CDBG - BUSINESS ASSISTANCE	-	-	850,708	595,495
207-62-0000	4467	UNUSED/REPROGRAM FUNDS	-	-	402,755	-
207-62-0000	4468	CARES ACT	-	-	747,572	370,487
207-62-0000	4469	FEDERAL GRANTS-OTHER	1,008,192	1,694,326	1,270,803	1,270,610
207-62-0000	4651	LOW INT LOANS REPAYMENT	42,542	42,283	40,000	40,000
207-62-0000	4652	DEFERRED LOANS REPAYMENT	453,369	20,000	70,000	70,000

TOTAL CDBG FUND REVENUE:	1,511,513	1,757,349	3,381,838	2,346,592
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FUND - 208 - HOME GRANT FUND

208-62-0000	4464	HOME/REPROGRAMMED - PY	-	-	61,844	10,054
208-62-0000	4469	FEDERAL GRANTS-OTHER	179,573	333,915	245,758	302,921
208-62-0000	4654	HOME LOANS REPAYMENT	29,018	109,670	24,000	24,000

TOTAL HOME FUND REVENUE:	208,591	443,585	331,602	336,975
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REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 21-22 BUDGET
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FUND - 209 - HOMELESS GRANT

209-40-0000	4439	COUNTY GRANTS-OTHER	3,767	12,628	-	-
TOTAL HOMELESS FUND REVENUE:			3,767	12,628	-	-

FUND - 210 TRANSIT - PROPOSITION A LOCAL RETURN

210-45-0000	4084	PROP A LOCAL RETURN	2,118,550	2,082,813	2,249,950	2,134,900
210-45-0000	4311	INTEREST EARNINGS	16,050	21,299	-	10,000
210-45-4500	3995	OPERATING TRANSFER TO TRANSIT	(1,966,440)	(1,973,347)	(2,047,554)	(1,296,751)
TOTAL PROP A - TRANSIT REVENUE:			168,160	130,765	202,396	848,149

FUND - 212 - OTS/ MISC GRANTS

212-20-0000	4469	FEDERAL GRANTS/DUI GRANT	10,756	10,756	-	-
TOTAL OTS FUND - MISC GRANTS REVENUE:			10,756	10,756	-	-

REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 21-22 BUDGET
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FUND - 213 - AIR QUALITY MANAGEMENT FUND

213-61-0000	4311	INTEREST EARNINGS	2,032	1,919	100	100
213-61-0000	4439	COUNTY GRANTS-OTHER	139,493	135,367	134,000	134,000
TOTAL AQMD FUND REVENUE:			141,525	137,286	134,100	134,100

FUND - 217 - SENIOR SERVICES FUND

217-40-0000	4311	INTEREST EARNINGS				
217-40-0000	4468	CARES ACT	-	-	7,600	-
217-40-0000	4469	FEDERAL GRANTS-OTHER	56,859	46,080	54,389	54,389
217-40-0000	4630	CONTRIBUTIONS & DONATIONS	50	70	-	99
217-90-9101	4790	OPERATING TRANSFERS IN	17,913	17,677	41,064	42,998
TOTAL SENIOR SERVICES FUND REVENUE:			74,822	63,827	103,053	97,486

FUND - 221 - FEMA GRANT

221-20-0000	4469	FEDERAL GRANTS-OTHER	-	-	75,000	50,000
TOTAL FEMA GRANT REVENUE:			-	-	75,000	50,000

REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 21-22 BUDGET
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FUND - 222 - COPS STATE FUND

222-20-0000	4311	INTEREST EARNINGS	8,559	7,192	1,400	500
222-20-0000	4448	ST GRANTS/LEGISLATIVE	293,322	202,054	250,000	220,000

TOTAL COPS STATE FUND REVENUE:	301,881	209,246	251,400	220,500
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FUND - 223 - CALRECYCLE GRANT

223-20-0000	4449	STATE GRANTS - OTHER	-	-	161,039	-
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TOTAL CALRECYCLE FUND REVENUE:	-	-	161,039	-
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FUND - 224 - JUSTICE ASSISTANCE GRANT FUND

224-20-0000	4469	FEDERAL GRANTS-OTHER	7,906	52,228	49,376	77,248
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TOTAL JUVENILE ASSISTANCE GRANT FUND REVENUE:	7,906	52,228	49,376	77,248
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REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 21-22 BUDGET
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FUND - 226 - RECREATION GRANT

226-50-0000	4311	INTEREST EARNINGS	-	173	-	-
226-50-0000	4490	OTHER LOCAL AGENCIES	-	40,000	-	-
TOTAL RECREATION GRANT REVENUE:			-	40,173	-	-

FUND - 227 - PROPOSITION C FUND

227-30-0000	4085	PROP C LOCAL RETURN	1,757,278	1,727,698	1,866,250	1,770,840
227-30-0000	4213	LOCAL CODE ENFORCEMENT	27,411	10,034	6,000	3,000
227-30-0000	4311	INTEREST EARNINGS	116,407	134,381	20,000	20,000
227-30-0000	4326	CHARGING STATION REVENUE	-	316	500	-
227-30-0000	4523	PARKING FEES	305,193	261,701	250,000	150,000
227-30-0000	4614	CHARGING STATION REVENUE	34	8	500	-
227-30-0000	4621	REIMB/SHARED EXPENSES	28,461	34,018	-	-
TOTAL PROPOSITION C FUND REVENUE:			2,234,784	2,168,156	2,143,250	1,943,840

REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 21-22 BUDGET
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FUND - 228 - MEASURE R LOCAL RETURN FUND

228-30-0000	4311	INTEREST EARNINGS	74,190	74,632	2,500	2,500
228-30-0000	4451	MEASURE R LOCAL RETURN	1,318,337	432,202	535,980	466,780
228-30-0000	4451	MEASURE R - RESTRICTED FOR DEBT SERVICE	-	861,718	863,850	861,350
TOTAL MEASURE R FUND REVENUE:			1,392,527	1,368,551	1,402,330	1,330,630

FUND - 229 - MEASURE M LOCAL RETURN FUND

229-30-0000	4311	INTEREST EARNINGS	37,972	68,527	2,500	2,500
229-30-0000	4452	MEASURE M LOCAL RETURN	1,484,353	483,283	614,560	533,720
229-30-0000	4452	MEASURE M - RESTRICTED FOR DEBT SERVICE	-	973,666	971,750	971,500
TOTAL MEASURE M FUND REVENUE:			1,522,325	1,525,477	1,588,810	1,507,720

REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 21-22 BUDGET
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FUND - 239 - SENIOR NUTRITION PROGRAM

239-90-9101	4790	OPERATING TRANSFERS IN	-	99,295	-	-
239-40-0000	4438	COUNTY GRANTS-OTHER	-	2,492	-	-
239-40-0000	4439	COUNTY GRANTS-OTHER	-	537,155	1,118,678	934,948
239-40-0000	4468	CARES ACT FUNDING	-	-	727,000	-
239-40-0000	4430	COUNTY GRANTS	-	-	96,300	50,000
TOTAL SENIOR NUTRITION PROGRAM FUND REVENUE:			-	638,941	1,941,978	984,948

FUND - 243 - PARKING STRUCTURE OPERATIONS FUND

243-30-0000	4523	PARKING STRUCTURE REV	338,132	244,096	-	300,000
243-90-9101	4790	OPERATING TRANSFERS IN	-	-	447,106	405,553
TOTAL PARKING STRUCTURE OPERATIONS FUND REVENUE:			338,132	244,096	447,106	705,553

FUND - 248 - ASSET FORFEITURE FUND

248-20-0000	4311	INTEREST EARNINGS	16	15	-	-
TOTAL ASSET FORFEITURE FUND REVENUE:			16	15	-	-

REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 21-22 BUDGET
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FUND - 261 - SUCESSOR AGENCY HOUSING ADMINISTRATION

261-63-0000	4311	INTEREST EARNINGS	7,734	10,907	300	300
261-90-9101	4790	TRANSFER IN	-	265,731	147,000	205,700

TOTAL SUCESSOR AGENCY ADMINISTRATION FUND REVENUE:			7,734	276,638	147,300	206,000
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FUND - 262 - HOUSING ASSISTANCE PROGRAM

262-63-0000	4311	INTEREST EARNINGS	2,457	2,166	2,100	2,100
262-63-0000	4461	HUD-VOUCHER ADMIN	770,296	785,671	752,539	752,539
262-63-0000	4467	RESERVE - OPERATING	-	-	70,800	70,800
262-63-0000	4468	COVID 19 - CARES ACT	-	157,638	767,454	-
262-63-0000	4469	FEDERAL GRANTS-HAP	6,541,627	7,335,239	6,761,630	6,685,000
262-63-0000	4476	FEDERAL GRANTS-FSS	36,000	36,000	36,000	36,000
262-63-0000	4592	PORT-IN ADMIN	2,643	4,109	12,000	12,000
262-63-0000	4593	PORT IN HAP	34,574	53,071	21,600	21,600
262-63-0000	4620	REFUNDS & RECOVERY	25,080	19,582	20,000	20,000
262-63-0000	4636	AUXILLARY REVENUE	8	-	-	-
262-63-0000	4690	MISC OTHER REVENUE	348	3,918	-	-

TOTAL HOUSING ASSISTANCE PROGRAM FUND REVENUE:			7,413,033	8,397,393	8,444,123	7,600,039
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REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 21-22 BUDGET
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FUND - 320 - DEBT SERVICE FUND

320-90-9101	4790	OPERATING TRANSFERS IN	1,613,441	1,607,592	1,606,384	1,606,384
320-90-9243	4790	OPERATING TRANSFERS IN	252,769	254,512	253,315	253,315
320-90-9228	4790	OPERATING TRANSFERS IN	-	862,218	863,850	863,850
320-90-9229	4790	OPERATING TRANSFERS IN	-	974,166	971,750	971,750
320-95-0000	4311	INTEREST EARNINGS	25,304	18,100	5,000	5,000
320-95-0000	4671	BOND ISSUANCE	-	19,685,000	-	-
320-95-0000	4678	BOND PREMIUM	-	3,888,838	-	-
TOTAL DEBT SERVICE FUND REVENUE:			1,891,514	27,290,426	3,700,299	3,700,299

FUND - 401 - PROP 1B CAPITAL PROJECTS

401-70-0000	4311	INTEREST EARNINGS	5,058	4,958	-	-
TOTAL PROP 1B CAPITAL PROJECTS FUND REVENUE:			5,058	4,958	-	-

REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 21-22 BUDGET
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FUND - 404 - RMRA - ROAD MAINT REHAB ACCOUNT

404-70-0000	4311	INTEREST EARNINGS	22,021	28,560	-	-
404-70-0000	4425	STATE GAS TAX - 2030	1,972,200	1,848,793	1,834,570	2,086,270

TOTAL RMRA FUND REVENUE:			1,994,221	1,877,352	1,834,570	2,086,270
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FUND - 409 - HSIP - HIGHWAY SAFETY IMPROVEMENT PROGRAM

409-70-0000	4469	FEDERAL GRANT - HSIP	13,571	271,971	7,336,359	7,088,059
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TOTAL HSIP FUND REVENUE:			13,571	271,971	7,336,359	7,088,059
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FUND - 410 - ATP - ACTIVE TRANSPORTATION PROGRAM

410-70-0000	4469	FEDERAL GRANT - ATP	1,394,043	713,957	-	-
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TOTAL ATP FUND REVENUE:			1,394,043	713,957	-	-
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REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 21-22 BUDGET
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FUND - 412 - CA NATURAL RESOURCES AGENCY - ENVIRONMENTAL ENHANCEMENT & MITIGATION GRANT

412-70-0000	4449	STATE GRANT	-	355,852	-	-
TOTAL CA NATURAL RESOURCES AGENCY FUND REVENUE:			-	355,852	-	-

FUND - 418 - ART IN PUBLIC PLACES

418-70-0000	4311	INTEREST EARNINGS	3,878	4,000	1,000	1,000
418-70-0000	4518	DEVELOPER ART IN-LIEU CONTRIBUTION	1,463	35,989	20,000	20,000
TOTAL ART IN PUBLIC FUND REVENUE:			5,341	39,990	21,000	21,000

FUND - 423- LA COUNTY MTA MEASURE R FUND:

423-70-0000	4451	MEASURE R	176,220	-	2,928,168	3,032,897
TOTAL LA COUNTY MEASURE R FUND REVENUE:			176,220	-	2,928,168	3,032,897

REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 21-22 BUDGET
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FUND - 425 - SB 821 BICYCLE / PEDESTRIAN

425-70-0000	4448	ST GRANTS/LEGISLATIVE	100,000	71,600	374,260	315,623
TOTAL BICYCLE/PEDESTRIAN FUND REVENUE:			100,000	71,600	374,260	315,623

FUND - 426 - GAS TAX HUT 2103

426-70-0000	4311	INTEREST EARNINGS	26,973	28,226	1,000	8,000
426-70-0000	4458	STATE GAS TAX - 2103	483,011	882,917	901,904	942,960
TOTAL TRAFFIC CONGESTION FUND REVENUE:			509,984	911,142	902,904	950,960

FUND - 427 - MTA & LA COUNTY TRANSPORTATION GRANT

427-70-0000	4311	INTEREST EARNINGS	105	(2,772)	-	-
427-70-0000	4439	COUNTY GRANTS-OTHER	-	(477)	-	-
427-70-0000	4490	OTHER LOCAL AGENCIES	105	1,974	-	-
TOTAL TRANSPORTATION GRANT FUND REVENUE:			210	(1,275)	-	-

REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 21-22 BUDGET
FUND - 428- MEASURE R (I-605 MITIGATION)						
428-70-0000	4439	COUNTY GRANTS-OTHER	30,081	698,465	5,582,999	4,831,750
TOTAL MEASURE R (I-605 MITIGATION) FUND REVENUE:			30,081	698,465	5,582,999	4,831,750
FUND - 430 - STPL - SURFACE TRANSPORTATION PROGRAM						
430-70-0000	4469	FEDERAL GRANTS-OTHER	-	-	1,480,000	1,480,000
TOTAL STPL FUND REVENUE:			-	-	1,480,000	1,480,000
FUND - 431 - STREET LIGHT ACQUISITION FUND						
431-70-0000	4311	INTEREST EARNINGS	45,221	27,055	8,165	7,420
431-90-9320	4790	OPERATING TRANSFERS IN	4,266,690	-	-	-
TOTAL STREET LIGHT AQUISITION FUND REVENUE:			4,311,911	27,055	8,165	7,420

REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 21-22 BUDGET
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FUND - 433 - BIKE MASTER PLAN FUND

433-70-0000	4449	STATE FUNDING	-	-	163,780	157,200
TOTAL BIKE MASTER PLAN FUND REVENUE:			-	-	163,780	157,200

FUND - 435- RDA BOND PROCEEDS

435-63-0000	4311	INTEREST EARNINGS	430,668	452,200	35,000	35,000
TOTAL RDA BONDS PROCEEDS FUND REVENUE:			430,668	452,200	35,000	35,000

FUND - 436- HOUSING BOND PROCEEDS

436-63-0000	4311	INTEREST EARNINGS	435,328	457,806	35,000	35,000
TOTAL HOUSING BOND PROCEEDS FUND REVENUE:			435,328	457,806	35,000	35,000

REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 21-22 BUDGET
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FUND - 438 - PARK GRANT FUND FUND

438-70-0000	4311	INTEREST EARNINGS	-	1,061	-	-
438-70-0000	4430	COUNTY GRANTS	-	300,000	-	-
TOTAL PARK GRANT FUND REVENUE:			-	301,061	-	-

FUND - 439 - CALIFORNIA HIGH SPEED RAIL

439-70-0000	4449	STATE GRANTS - OTHER	-	-	118,996	114,277
TOTAL CALIFORNIA HIGH SPEED RAIL FUND REVENUE:			-	-	118,996	114,277

FUND - 440 - MEASURE R BOND PROCEEDS CAPITAL

440-70-0000	4311	INTEREST EARNINGS	-	110,305	20,000	20,000
440-90-9320	4790	TRANSFER IN	-	10,896,370	-	-
TOTAL MEASURE R BOND PROCEEDS CAPITAL FUND REVENUE:			-	11,006,675	20,000	20,000

REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 21-22 BUDGET
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FUND - 441 - MEASURE M BOND PROCEEDS CAPITAL

441-70-0000	4311	INTEREST EARNINGS	-	124,419	20,000	20,000
441-90-9320	4790	TRANSFER IN	-	12,290,811	-	-
TOTAL MEASURE M BOND PROCEEDS CAPITAL FUND:			-	12,415,230	20,000	20,000

FUND - 702 - WATER FUND:

702-30-0000	4231	DELINQUENT SERVICE CHARGE	114,960	76,762	-	30,000
702-30-0000	4232	MISC CHARGES - WATER	1,130	415	1,000	1,000
702-30-0000	4235	RETURNED CHECK FEES	420	455	500	500
702-30-0000	4311	INTEREST EARNINGS	145,501	145,334	22,000	60,000
702-30-0000	4571	WATER CONSUMPTION CHARGE	5,418,665	5,700,321	6,000,000	5,800,000
702-30-0000	4573	NEW UTILITY ACCNT SET-UP	12,682	13,645	15,000	11,000
702-30-0000	4574	HYDRANT RENTALS	150	600	500	500
702-30-0000	4575	LEASE OF WATER RIGHTS	111,000	-	-	-
702-30-0000	4579	FIRE FLOW TEST	-	-	10,000	10,000
TOTAL WATER FUND REVENUE:			5,804,508	5,937,532	6,049,000	5,913,000

REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 21-22 BUDGET
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FUND - 704 - SEWER FUND:

704-30-0000	4311	INTEREST EARNINGS	143,855	167,562	40,000	50,000
704-30-0000	4431	INDUSTRIAL WASTE FEES	97,078	91,540	85,000	85,000
704-30-0000	4571	SEWER CHARGE	2,503,043	2,506,868	2,500,000	2,500,000
TOTAL SEWER FUND REVENUE:			2,743,976	2,765,969	2,625,000	2,635,000

FUND - 710 - TRANSIT SYSTEM FUND:

710-45-0000	4081	TRANS PROP C-5% SECURITY	113,955	121,378	93,300	122,876
710-45-0000	4082	PROP A DISCRET/OPERAT.ASS	2,062,044	2,109,327	2,157,062	2,227,899
710-45-0000	4086	PR C40% DISC-FOOTHILL MIT	114,333	128,324	93,550	114,518
710-45-0000	4087	PROP C 40% DISC-MOSIP	624,498	641,894	621,473	642,875
710-45-0000	4088	TRANSIT PROP C 40% - BSIP	57,825	59,144	57,825	58,982
710-45-0000	4311	INTEREST EARNINGS	26,831	13,580	10,000	10,000
710-45-0000	4318	CASH OVERAGE/SHORTAGE	(95)	-	-	-
710-45-0000	4451	MEASURE R	1,295,949	1,405,656	1,061,376	1,413,389
710-45-0000	4452	MEASURE M	1,308,406	1,453,909	1,046,459	1,408,574
710-45-0000	4453	LFT/TDA ARTICLE 4	3,188,784	3,400,348	2,602,247	3,494,787
710-45-0000	4454	STAF/STATE TRANSPORT.ASST	1,165,552	1,107,479	803,531	523,360
710-45-0000	4468	COVID 19 - CARES/CRRSAA	-	1,903,609	1,903,609	3,477,040
710-45-0000	4474	FED CAP OF MAINT. EXP 80%	975,000	975,000	1,335,000	1,250,000
710-45-0000	4481	SB 1 CLEAN AIR TRANSPORTATION	-	-	151,023	-
710-45-0000	4581	NTS DIAL A RIDE FARES	33,876	33,467	2,432	5,216
710-45-0000	4582	PASSENGER REV-NTS FIXED R	1,101,642	717,420	-	436,812
710-45-0000	4583	TAXI VOUCHERS	4,695	4,177	1,216	3,000

REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 21-22 BUDGET
710-45-0000	4584	CONTRACT SVC REV-SFS	5,811	1,243	-	1,226
710-45-0000	4586	TAP - CASH SWEEP	139,608	167,844	5,322	5,799
710-45-0000	4611	SALE OF EQUIPMENT & SCRAP	103	5,373	5,204	24,000
710-45-0000	4625	DAMAGE RECOVERIES	8,861	5,153	5,232	5,000
710-45-0000	4627	EXPENSE RECOVERY	89,792	61,072	78,843	60,800
710-45-0000	4636	AUXILIARY REVENUE	46,533	25,627	10,789	15,000
710-45-0000	4690	MISC OTHER REV (LCTOP)	188,005	308,821	128,696	-
710-45-0000	4793	AB 2766 ASSISTANCE-TRANSFER IN	13,408	9,990	12,000	6,000
710-45-0000	4794	LOCAL PROP A - TRANSFER IN (OPS)	1,966,440	1,973,347	1,721,439	1,296,751
710-45-0000	4795	LOCAL PROP C - TRANSFER IN	103,164	122,017	124,017	125,590
TOTAL OPERATIONS						
TRANSIT SYSTEM FUND REVENUE:			14,635,020	16,755,199	14,031,645	16,729,494
712-45-0000	4471	FTA/CAPITAL ASSISTANCE	210,361	505,628	4,423,862	3,233,250
712-70-0000	4471	FTA/CAPITAL ASSISTANCE-CIP	412,556	833,657	-	-
TOTAL CAPITAL - TRANSIT SYSTEM						
FUND REVENUE:			622,917	1,339,285	4,423,862	3,233,250

REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 21-22 BUDGET
FUND - 711 - TRANSIT - 1B PTMISEA						
711-45-0000	4311	INTEREST EARNINGS	28,827	29,012	2,000	6,000
711-45-0000	4454	STA / STATE ASSISTANCE	-	-	273,292	106,180
711-45-0000	4455	SB1 STA OPERATING	15,182	244,447	-	-
711-45-0000	4456	OTHER CAPITAL ASSISTANCE	73,086	76,070	-	-
TOTAL TRANSIT - 1B PTMISEA FUND REVENUE:			117,095	349,529	275,292	112,180
TOTAL TRANSIT - ALL CAPITAL FUND REVENUE:			740,012	1,688,814	4,699,154	3,345,430
TOTAL TRANSIT FUND REVENUES (FUNDS 710, 711 & 712)			15,375,032	18,444,013	18,730,799	20,074,924

REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 21-22 BUDGET
FUND - 735 - EMPLOYEE BENEFIT FUND:						
735-10-0000	4901	GENERAL FUND	7,744,645	8,558,815	9,647,122	11,640,088
735-10-0000	4902	UTILITY FUND	311,964	289,650	321,165	395,365
735-10-0000	4903	CHILD CARE	205,207	257,560	325,121	448,854
735-10-0000	4904	SEWER FUND	102,193	84,767	108,479	185,903
735-10-0000	4907	CDBG	148,655	146,121	198,960	200,665
735-10-0000	4908	HOME PROGRAM	11,845	11,142	11,260	11,158
735-10-0000	4910	TRANSIT FUND	2,961,598	3,133,045	3,409,677	3,789,086
735-10-0000	4911	MEASURE M	-	40,997	-	-
735-10-0000	4917	SENIOR SERVICES GRANT	12,247	13,600	14,606	16,549
735-10-0000	4922	COPS/SLESF PROGRAM	22,317	41,150	38,613	40,715
735-10-0000	4923	SA HOUSING	132	18,500	8,230	7,717
735-10-0000	4927	PROP C	86,082	89,667	112,685	119,255
735-10-0000	4928	MEASURE R	2,469	1,054	-	-
735-10-0000	4936	VEHICLE MAINTENANCE FUND	681,656	844,451	971,883	1,046,655
735-10-0000	4943	PARKING STRUCTURE	23,654	26,357	35,593	14,065
735-10-0000	4944	NORWALK HOUSING AUTHORITY	247,210	241,777	319,467	331,872
735-10-0000	4945	SARDA	55,623	54,889	77,973	77,002
735-10-0000	4949	OTHER GRANTS	2,291	-	48,092	-
735-10-0000	4942	SR NUTRITION PROGRAM	2,726	21,422	14,505	65,420
735-10-0000	4970	OTHER CIP FUNDS	8,848	2,575	6,341	4,712
TOTAL EMPLOYEE BENEFIT FUND REVENUE:			12,631,765	13,877,537	15,669,771	18,395,082

REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 21-22 BUDGET
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FUND - 736 - VEHICLE EQUIPMENT MAINTENANCE FUND:

736-45-0000	4901	GENERAL FUND	694,546	714,005	907,629	760,149
736-45-0000	4902	UTILITY FUND	51,760	51,225	63,300	66,470
736-45-0000	4903	CHILD CARE	3,241	2,308	2,800	4,410
736-45-0000	4904	SEWER FUND	13,120	16,522	17,700	21,690
736-45-0000	4907	CDBG	1,241	1,064	2,400	2,520
736-45-0000	4910	TRANSIT FUND	2,207,953	2,548,047	3,521,191	3,409,807
736-45-0000	4939	SR NUTRITION PROGRAM	-	13,376	-	-
736-45-0000	4944	NORWALK HOUSING AUTHORITY	4,868	5,936	6,100	6,410
TOTAL VEHICLE EQUIPMENT MAINTENANCE FUND REVENUE:			2,976,729	3,352,484	4,521,120	4,271,456

FUND - 743 - PARKS EQUIPMENT RENOVATION FUND:

743-10-0000	4311	INTEREST EARNINGS	32,371	27,405	500	500
743-90-9101	4790	OPERATING TRANSFERS IN	-	-	100,000	50,000
TOTAL PARKS EQUIPMENT RENOVATION FUND REVENUE:			32,371	27,405	100,500	50,500

REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 21-22 BUDGET
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FUND - 744 - NASC EQUIPMENT REPLACEMENT FUND:

744-10-0000	4311	INTEREST EARNINGS	3,243	1,084	500	500
744-90-9101	4790	OPERATING TRANSFERS IN	-	100,000	100,000	50,000
TOTAL NASC EQUIPMENT REPLACEMENT AND REPAIR FUND REVENUE:			3,243	101,084	100,500	50,500

FUND - 745 - COMPUTER & TECHNOLOGY REPLACEMENT FUND:

745-10-0000	4311	INTEREST EARNINGS	5,126	5,665	500	500
745-90-9101	4790	OPERATING TRANSFERS IN	75,000	150,000	500,000	500,000
TOTAL COMPUTER & OFFICE EQUIPMENT REPLACEMENT FUND REVENUE:			80,126	155,665	500,500	500,500

FUND - 746 - VEHICLE & EQUIPMENT REPLACEMENT FUND:

746-10-0000	4311	INTEREST EARNINGS	27,980	31,346	500	500
746-90-9101	4790	OPERATING TRANSFERS IN	350,000	500,000	1,200,000	750,000
TOTAL VEHICLE & EQUIPMENT REPLACEMENT FUND REVENUE:			377,980	531,346	1,200,500	750,500

REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 21-22 BUDGET
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FUND - 747 - BUILDING RENOVATION FUND:

747-70-0000	4311	INTEREST EARNINGS	29,066	25,687	500	500
747-90-9101	4790	OPERATING TRANSFERS IN	-	581,618	500,000	450,000

TOTAL BUILDING RENOVATION FUND REVENUE:			29,066	682,305	500,500	450,500
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FUND - 748 - STREET RENOVATION FUND:

748-10-0000	4311	INTEREST EARNINGS	-	-	-	2,000
748-90-9101	4790	OPERATING TRANSFERS IN	-	-	3,000,000	2,500,000

TOTAL STREET RENOVATION FUND REVENUE:			-	-	3,000,000	2,502,000
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FUND - 935 - OPEB TRUST FUND:

935-10-0000	4311	INTEREST EARNINGS	586,074	254,002	100,000	100,000
935-10-0000	4640	CONTRIBUTIONS - City	984,600	984,600	984,600	1,200,000
935-10-0000	4640	CONTRIBUTIONS - Other Funds	626,000	626,000	626,000	626,000

TOTAL OPEB TRUST FUND:			2,196,674	1,864,602	1,710,600	1,926,000
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REVENUES - RESTRICTED FUNDS

BUDGET UNIT	ACCT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 21-22 BUDGET
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FUND - 135 - PENSION TRUST FUND:

135-10-0000	4311	INTEREST EARNINGS	147,642	122,563	50,000	50,000
135-10-0000	4640	CONTRIBUTIONS - Pension	1,000,000	1,000,000	1,000,000	1,000,000
TOTAL PENSION TRUST FUND:			1,147,642	1,122,563	1,050,000	1,050,000

CAPITAL OUTLAYS
Fiscal Year 2021-2022 Budget

Account Number		Department / Division	Description	Amount	Total
101-10-1205	3860	MIS - Network	Wi-Fi Access Points (8), new, (City Hall-1; NASC/CAC-7)	\$ 16,000	
			Firewalls (4), new, (Aquatics, Social Svs, Senior Ctr, Transp/Public Svs), (61% GF, 30% Transp, 4.5% Water, 4.5% Sewer)	\$ 36,250	
			Total City Clerk - MIS		\$ 52,250
101-20-2101	3880	Public Safety	Expand existing equipment/bike storage, new (carry-over)	\$ 20,000	
			LASD vehicle and handheld radios, (20) new, (40) replacement, (no asset no.) (87.5% GF, 12.5% JAG)	\$ 175,000	
			Total Public Safety		\$ 195,000
101-30-3104	3870	Public Services - Engineering	Office file and storage cabinets, ergonomic workstation sit/stands units (6), new	\$ 3,500	
			Total Public Services		\$ 3,500

CAPITAL OUTLAYS
Fiscal Year 2021-2022 Budget

Account Number		Department / Division	Description	Amount	Total
101-40-4101	3870	Social Services	Replacement office chairs (12), (no asset no.)	3,400	
101-40-4104	3870	Social Services - Senior Center	Replacement drinking fountains, wall-mounted (3), (no asset no.)	15,050	
101-40-4104	3880	Social Services - Senior Center	Replacement freezer, upright, (asset no. 1656)	3,100	
			Replacement ice machine, (no asset no.)	9,850	
			Total Social Services		\$ 31,400
101-61-6105	3860	Community Development - Planning	Large capacity scanner, new	\$ 9,000	
			Total Community Development		\$ 9,000
			Total General Fund		\$ 291,150

CAPITAL OUTLAYS
Fiscal Year 2021-2022 Budget

Account Number		Department / Division	Description	Amount	Total
203-40-4103	3860	Social Services - Childcare	Replacement computers (2), (asset no. 13412, 13381), (70% CDE/ 30% Stage 1)	\$ 1,365	
203-40-4103	3870	Social Services -Childcare	L-shaped cubicle work spaces (3), new, (70% CDE/ 30% Stage 1)	\$ 4,650	
203-40-4105	3860	Social Services - Childcare	Replacement computers (2), (asset no. 13412, 13381), (70% CDE/ 30% Stage 1)	\$ 585	
203-40-4105	3870	Social Services - Childcare	L-shaped cubicle work spaces (3), new, (70% CDE/ 30% Stage 1)	\$ 2,000	
			Total Childcare Fund		\$ 8,600
222-20-2101	3880	Public Safety	MDC units for new Public Safety vehicles and associated ongoing service and support, (4) new	\$ 31,200	
			LASD vehicle and handheld radios for (4) new vehicles, new	\$ 5,200	
			Total COPS Grant Fund		\$ 36,400

CAPITAL OUTLAYS
Fiscal Year 2021-2022 Budget

Account Number		Department / Division	Description	Amount	Total
224-20-2104	3880	Public Safety- JAG 2020 - DJ-BX-0792	MDC units for Public Safety vehicles and associated ongoing service and support.	\$ 28,007	
224-20-2106	3880	Public Safety- JAG 2019- DJ-BX-0322	MDC units for Public Safety vehicles and associated ongoing service and support.	\$ 24,241	
224-20-2108	3880	Public Safety- JAG 2021- DJ-BX-TBD	LASD vehicle and handheld radios, (20) new, (40) replacement, (no asset no.) (87.5% GF, 12.5% JAG)	\$ 25,000	
			Total Juvenile Assistance Grant Fund		\$ 77,248
243-30-3203	3850	Parking Structure	Airless paint sprayer, new	\$ 4,600	
243-30-3203	3880	Parking Structure	Civic Center Signage, (3) new	\$ 40,000	
			Total Parking Structure Fund		\$ 44,600
144-63-6302	3860	Housing	Replacement computer (1), (asset no.13733)	\$ 975	
			Total Housing Fund		\$ 975

CAPITAL OUTLAYS
Fiscal Year 2021-2022 Budget

Account Number		Department / Division	Description	Amount	Total
704-30-3403	3860	Sewer	Firewall (1), new, (Transp/Public Svs), (50% Transp, 35% Public Services, 7.5% Water, 7.5% Sewer)	\$ 2,625	
			Tablet, (1) new	\$ 2,200	
			Total Sewer Fund		\$ 4,825
227-30-3204	3850	PS/Transportation Center-Prop C Capital	Replacement pressure washer, trailer mounted, unit 60462 (asset no. 8426)	\$ 15,000	
			Total Prop C Fund		\$ 15,000
210-45-4503	3831	Transit- Capital - Local Match	Dial-a-Ride van (1), unit 7104 (asset no. 12311)	\$ 14,700	
			40ft, CNG fueled buses (4), units 7086, 7087, 7088, 7089, (asset no. 12067, 12066, 12063, 12062)	\$ 473,332	
210-45-4503	3833	Transit- Capital - Local Match	Tires (Good Year Lease)	\$ 14,000	
			Associated Capital Maintenance (Engines, Transmissions, Compressors, Inverters, Ultra-Capacitors, etc.)	\$ 28,000	

CAPITAL OUTLAYS
Fiscal Year 2021-2022 Budget

Account Number		Department / Division	Description	Amount	Total
210-45-4503	3841	Transit- Capital - Local Match	Transit facility improvements (Phase III)	\$ 50,000	
210-45-4503	3843	Transit- Capital - Local Match	Bus stop improvements	\$ 238,580	
210-45-4503	3853	Transit- Capital - Local Match	Mobile radio system	\$ 13,600	
210-45-4503	3860	Transit- Capital - Local Match	Computer Replacements (PCs, Peripherals, etc.)	\$ 15,937	
			Subtotal Transit - Prop A		\$ 848,149
712-45-4503	3831	Transit- Capital - FTA Grants	Dial-a-Ride van (1), unit 7104 (asset no. 12311)	\$ 58,800	
			40ft, CNG fueled buses (4), units 7086, 7087, 7088, 7089, (asset no. 12067, 12066, 12063, 12062)	\$ 1,916,361	
712-45-4503	3833	Transit- Capital - FTA Grants	Associated Capital Maintenance (Engines, Transmissions, Compressors, Inverters, Ultra-Capacitors, etc.)	\$ 112,000	
			Tires (Good Year Lease)	\$ 56,000	
712-45-4503	3841	Transit- Capital - FTA Grants	Transit facility improvements (Phase III)	\$ 200,000	

CAPITAL OUTLAYS
Fiscal Year 2021-2022 Budget

Account Number		Department / Division	Description	Amount	Total
712-45-4503	3843	Transit- Capital - FTA Grants	Bus stop improvements	\$ 771,941	
712-45-4503	3853	Transit- Capital - FTA Grants	Mobile radio system	\$ 54,400	
712-45-4503	3860	Transit- Capital - FTA Grants	Computer Replacements (PCs, Peripherals, etc.)	\$ 63,748	
711-45-4503	3831	Transit- Capital - 100% PTMISEA Funds	40ft, CNG fueled buses (4), units 7086, 7087, 7088, 7089, (asset no. 12067, 12066, 12063, 12062)	\$ 67,180	
711-45-4503	3884	Transit- Capital - 100% PTMISEA Funds	Access Controlled Card Reader (50% share)	\$ 45,000	
			Subtotal Transit - FTA Grant/ PTMISEA		\$ 3,345,430
			Total Transit Fund		\$ 4,193,579

CAPITAL OUTLAYS
Fiscal Year 2021-2022 Budget

Account Number		Department / Division	Description	Amount	Total
702-30-3602	3820	Water	Aftermarket equipment for unit replacing no. 4715, (asset no. 12632)	\$ 7,500	
702-30-3602	3860	Water	Firewall (1), new, (Transp/Public Svs), (50% Transp, 35% Public Services, 7.5% Water, 7.5% Sewer)	\$ 2,625	
			Replacement computer, (asset no. 13691)	\$ 975	
			Total Water Fund		\$ 11,100

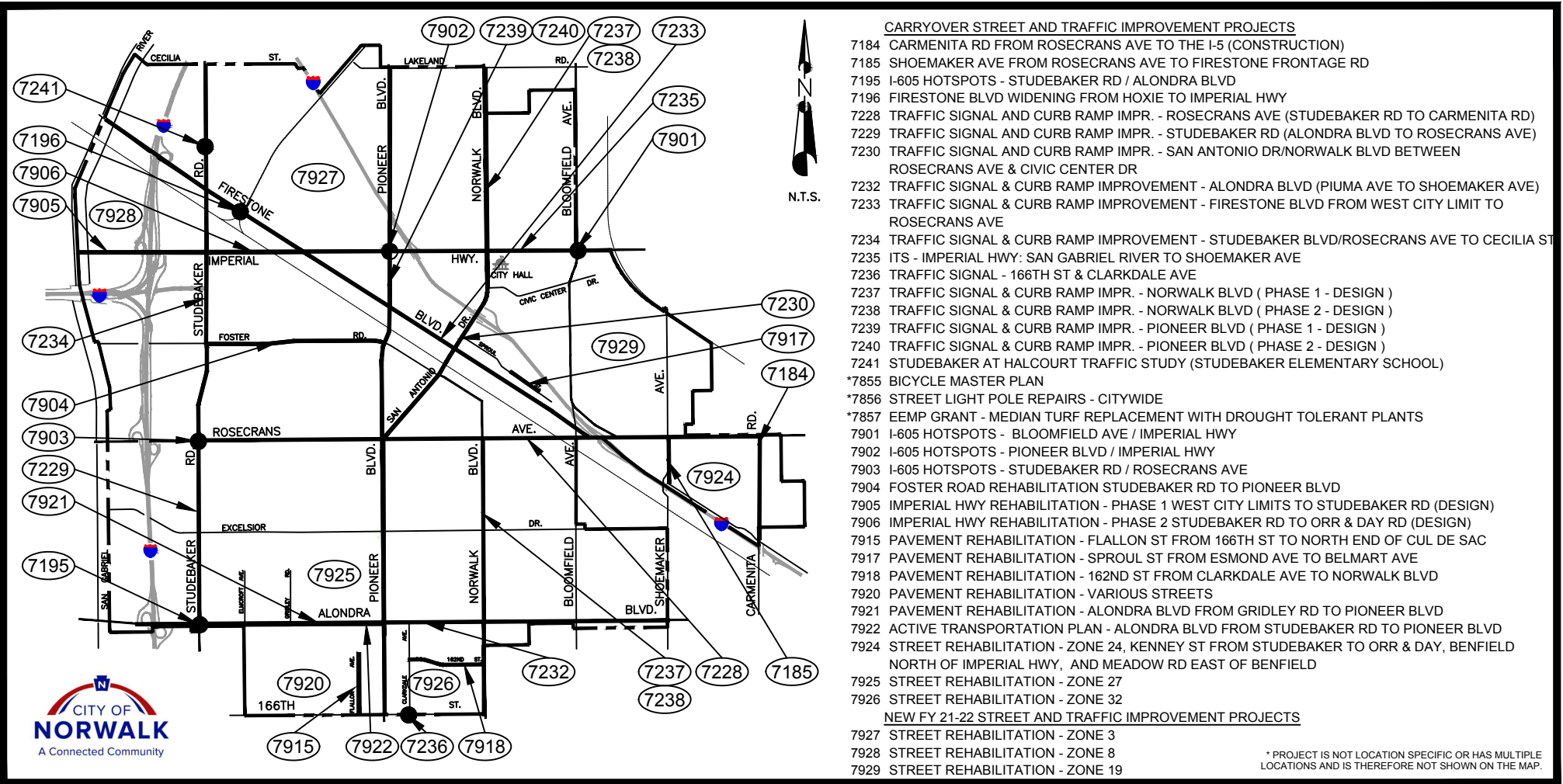
CAPITAL OUTLAYS
Fiscal Year 2021-2022 Budget

Account Number		Department / Division	Description	Amount	Total
745-10-1205	3860	MIS	Wi-Fi Access Points (6), (NASC-5; Public Svs-1), (no asset no.)	\$ 12,000	
			Replacement computers (27), tablets (1), laptops (4), (asset no. 13710, 13386, 13732, 13716, 13734, 13723, 13742, 13428, 13703, 13722, 13724, 13737, 13687, 13740, 13755, 13759, 13709, 13700, 13379, 13743, 13744, 13688, 13360, 13435, 13685, 13735, 13624, 13669, 14227, 14228, 13913, 13840)	\$ 35,220	
			Replacement servers (2), (NASC & Social Svs), (asset no. 13131, 13439)	\$ 24,000	
			Replacement SAN 3-par system, (asset no. 14259)	\$ 120,000	
			Replacement UPS battery, (no asset no.)	\$ 3,000	
			Replacement printer, (asset no. 14271)	\$ 200	
			Total Computer & Office Equipment Replacement Fund		\$ 194,420

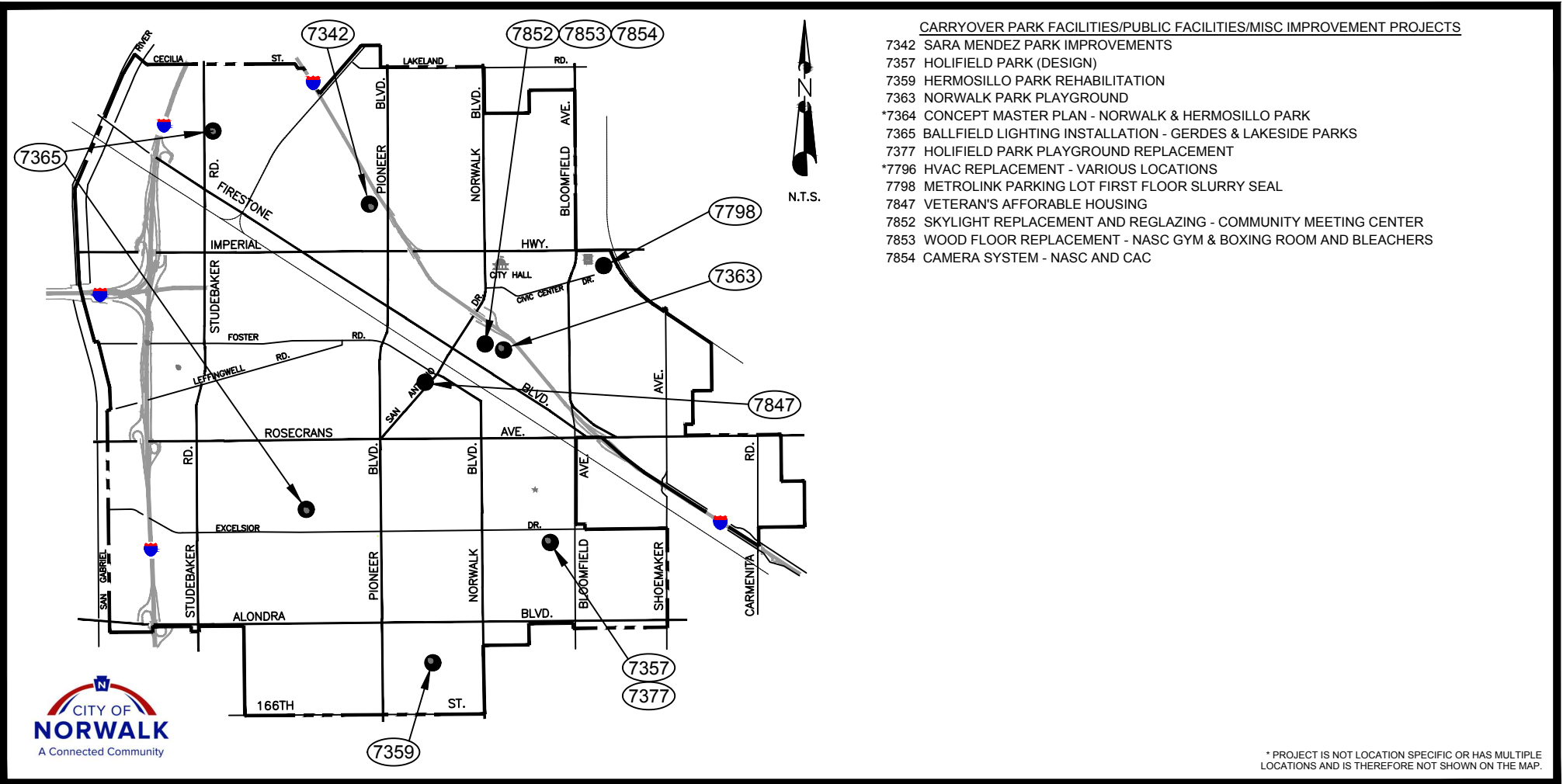
CAPITAL OUTLAYS
Fiscal Year 2021-2022 Budget

Account Number		Department / Division	Description	Amount	Total
746-20-2101	3820	Public Safety - Field Operations	Aftermarket equipment for unit replacing no. 4564, (asset tag no. 13095)	\$ 7,500	
			Aftermarket equipment for unit replacing no. 4565, (asset no. 13096)	\$ 7,500	
			Aftermarket equipment for unit replacing no. 4576, (asset no. 12303)	\$ 7,500	
			After market equipment for (4) new patrol units	\$ 30,000	
746-20-2204	3820	Public Safety - Code Enforcement	Aftermarket equipment for unit replacing no. 4608, (asset no. 11542)	\$ 7,500	
746-30-3102	3820	Public Services - Security & Emergency Duty	Aftermarket equipment for unit replacing no. 6404 (asset tag no. 11770)	\$ 7,500	
746-30-3404	3820	Public Services - Graffiti	Aftermarket equipment for units replacing nos. 6343 and 6344 (asset tag nos. 11419 and 13193)	\$ 15,000	
746-30-3503	3820	Public Services - Greenscape	Aftermarket equipment for unit replacing no. 6223, (asset no. 12594)	\$ 7,500	
746-30-3302	3880	Public Services - Street Maintenance	Replacement trailer for patch roller, unit no. 31461, (asset no. 9169)	\$ 7,000	
			Total Vehicle Replacement Fund		\$ 97,000
TOTAL - ALL FUNDS					\$ 4,974,897

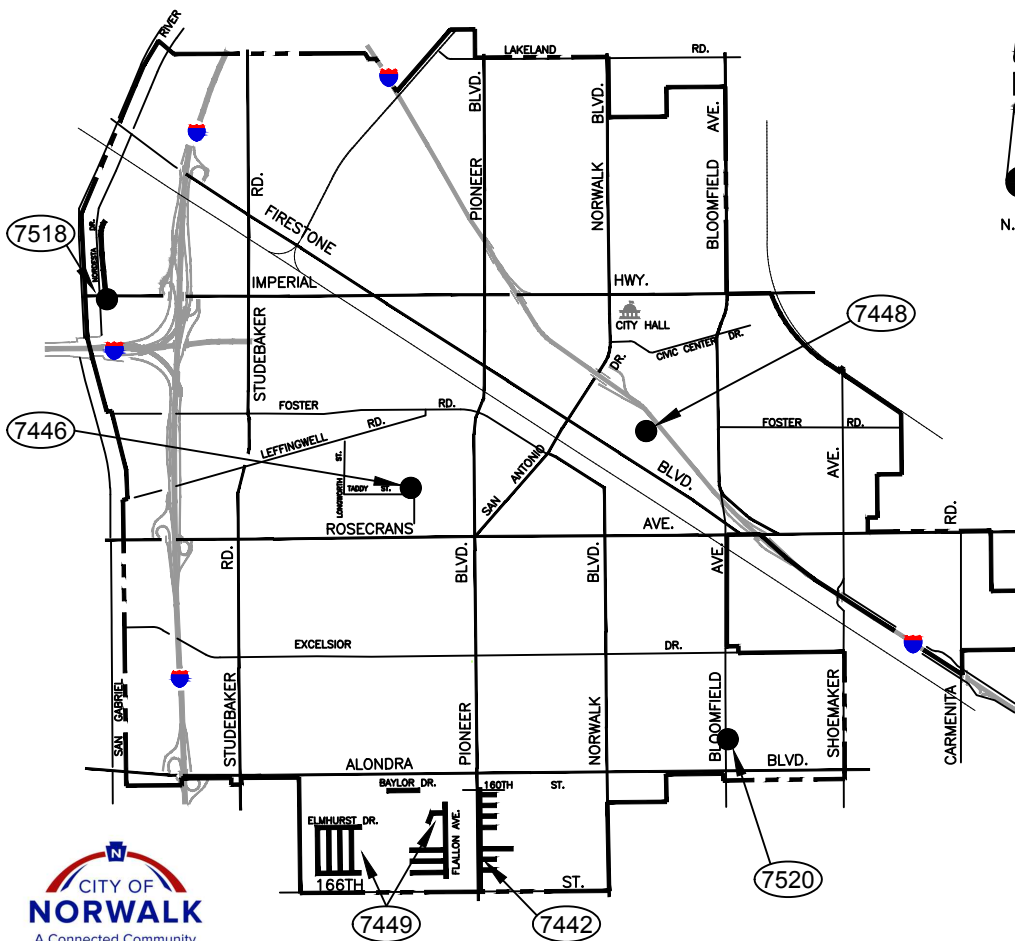
STREET AND TRAFFIC IMPROVEMENT PROJECTS



PARK/PUBLIC FACILITIES AND MISCELLANEOUS IMPROVEMENT PROJECTS



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
- *7441 SCADA - WATER
- 7442 PIPELINE - PIONEER BLVD BETWEEN 160TH ST TO 166TH ST
- 7446 WELL 5 REHABILITATION
- 7448 WELL 10 EMERGENCY GENERATOR
- *7515 CITYWIDE STORM DRAIN REPLACEMENT
- 7518 NORDESTA STORM DRAIN UPGRADE
- *7519 SCADA - SEWER
- 7520 BLOOMFIELD SEWER LIFT STATION UPGRADE
- *7522 MANHOLE INSPECTION & REPAIR NORTH WEST PORTION CITY
- *7523 SEWER MAIN REPAIR/REPLACEMENT - YEAR 4
- *7524 MANHOLE INSPECTION & REPAIR - PHASE III
- *7525 SEWER MAIN REPAIR/REPLACEMENT - YEAR 5

NEW FY 21-22 WATER/SEWER/ENVIRONMENTAL SERVICES IMPROVEMENT PROJECTS

- 7449 WATER MAIN REPLACEMENT

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

CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2021 ADOPTED FUNDING	FY 2021 ESTIMATED EXPENDITURES	FY 2022 ESTIMATED CARRYOVER	FY 2022 NEW APPROPRIATION	STATUS / COMMENTS
		Street Improvements					
	7184	Carmenita Rd. from Rosecrans Ave. to the I-5 (construction)					
227-70-7184	7184-227	Proposition "C"	892,652	-	892,652	892,652	Project start date tentative with LA County San District coordination of sewer siphon repair project - late Spring 2021.
		Total of Carryover and New Appropriations				892,652	
	7185	Shoemaker Ave. from Rosecrans Ave. to Firestone Frontage Rd.					
227-70-7185	7185-227	Proposition "C"	882,623	25,257	857,366	857,366	Project to repave street and reconstruct median. Construction starts April 2021 - completion June 2021.
		Total of Carryover and New Appropriations				857,366	
	7195	I-605 Hotspots - Studebaker Rd. /Alondra Blvd.					
428-70-7195	7195-428	MTA Measure "R" (I 605 Mitigation)	380,550	1,235	379,315	379,315	Design complete. Requires SCE relocation of OH power. Estimate bid late Summer 2021 & construction start Fall 2021.
		Total of Carryover and New Appropriations				379,315	
	7196	Firestone Blvd. widening from Hoxie to Imperial Hwy.					
227-70-7196	7196-227	Proposition "C"	187,967	916	187,051	187,051	Design 90% complete. Grant request submitted for construction funding to METRO for approval.
428-70-7196	7196-428	MTA Measure "R" (I 605 Mitigation)	875,570	314,536	561,034	748,085	Design proceeding to +95% completion.
		Total of Carryover and New Appropriations				748,085	

CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2021 ADOPTED FUNDING	FY 2021 ESTIMATED EXPENDITURES	FY 2022 ESTIMATED CARRYOVER	FY 2022 NEW APPROPRIATION	STATUS / COMMENTS
	7901	I-605 Hotspots - Bloomfield Ave. / Imperial Hwy.					Project previously on-hold pending HSR project. Estimate design efforts to be complete late Fall 2021 & bid Winter 2022. Estimate construction to start late Spring 2022.
428-70-7901	7901-428	MTA Measure "R" (I 605 Mitigation)	882,658	436	882,222		
		Total of Carryover and New Appropriations				882,222	
	7902	I-605 Hotspots - Pioneer Blvd. /Imperial Hwy.					Estimate design efforts to complete late Fall 2021 & bid Winter 2022. Estimate construction to start late Spring 2022.
428-70-7902	7902-428	MTA Measure "R" (I 605 Mitigation)	1,455,092	436	1,454,656		
		Total of Carryover and New Appropriations				1,454,656	
	7903	I-605 Hotspots - Studebaker Rd. / Rosecrans Ave.					Estimate design efforts to complete late Fall 2021 & bid Winter 2022. Estimate construction to start late Spring 2022.
428-70-7903	7903-428	MTA Measure "R" (I 605 Mitigation)	1,553,287	686	1,552,601		
		Total of Carryover and New Appropriations				1,552,601	
	7904	Foster Road Rehabilitation Studebaker Rd. / Pioneer Blvd.					Design estimated to complete June 2021. Estimate bid construction late Summer 2021.
227-70-7904	7904-227	Proposition "C"	101,961	14,013	87,948		
430-70-7904	7904-430	Surface Transportation Program (STPL)	1,480,000	-	1,480,000		
		Total of Carryover and New Appropriations				1,567,948	
	7905	Imperial Highway Rehabilitation Phase 1 West City Limits to Studebaker Rd. (Design)					Project to engage after Project 7235 completes.
227-70-7905	7905-227	Proposition "C"	89,583	-	89,583		
		Total of Carryover and New Appropriations				89,583	

CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2021 ADOPTED FUNDING	FY 2021 ESTIMATED EXPENDITURES	FY 2022 ESTIMATED CARRYOVER	FY 2022 NEW APPROPRIATION	STATUS / COMMENTS
	7906	Imperial Highway Rehabilitation - Phase 2 Studebaker Rd. to Orr & Day Rd. (Design)					Project to engage after Project 7235 completes.
426-70-7906	7906-426	Highway User Tax (HUT) Section 2103	78,665	178	78,487		
		Total of Carryover and New Appropriations				78,487	
	7915	Pavement Rehabilitation Flallon St. from 166th St. to north end of cul de sac					Water main requires upgrade first. Project estimated to begin Winter 2022.
228-70-7915	7915-228	Measure "R" Local Return	465,830	-	465,830		
		Total of Carryover and New Appropriations				465,830	
	7917	Pavement Rehabilitation - Sproul St. from Esmond Ave. to Belmart Ave.					Water main requires upgrade first. Project estimated to begin Winter 2022.
229-70-7917	7917-229	Measure "M"	174,782	-	174,782		
		Total of Carryover and New Appropriations				174,782	
	7918	Pavement Rehabilitation - 162nd St. from Clarkdale Ave. to Norwalk Blvd.					Water main requires upgrade first. Project estimated to begin Winter 2022.
229-70-7918	7918-229	Measure "M"	359,518	-	359,518		
		Total of Carryover and New Appropriations				359,518	
	7920	Pavement Rehabilitation -Various Streets Phase II					Water main requires upgrade first. Project estimated to begin Winter 2022.
229-70-7920	7920-229	Measure "M"	705,488	-	705,488		
404-70-7920	7920-404	RMRA - Road Maint. Rehabilitation Acct	3,120,498	311	3,120,187		
		Total of Carryover and New Appropriations				3,825,675	

CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2021 ADOPTED FUNDING	FY 2021 ESTIMATED EXPENDITURES	FY 2022 ESTIMATED CARRYOVER	FY 2022 NEW APPROPRIATION	STATUS / COMMENTS
	7921	Pavement Rehabilitation - Alondra Blvd. from Gridley Rd. to Pioneer Blvd.					
227-70-7921	7921-227	Proposition "C"	990,000	-	990,000	960,000	Project limits being reevaluated from Leibacher to Pioneer for overall benefit to segment.
425-70-7921	7921-425	Proposition "C"	-	-	-	40,000	
Total of Carryover and New Appropriations						1,990,000	
	7922	Active Transportation Plan - Alondra Blvd. from Studebaker Rd. to Pioneer Blvd.					
228-70-7922	7922-228	Measure "R" Local Return	28,850	3,695	25,155		Environmental work complete (NOE). Design work to start late Summer 2021. Will coordinate with 7921 Pioneer paving. Estimate construction start Spring 2022.
229-70-7922	7922-229	Measure "M"	1,925	-	1,925		
428-70-7922	7922-428	MTA Measure "R" (I 605 Mitigation)	1,923	-	1,923	29,003	
Total of Carryover and New Appropriations						29,003	
	7924	Street Rehabilitation - Phase I - Zone 24					
227-70-7924	7924-227	Proposition "C"	135,000	-	135,000	(135,000)	Under construction. Construction scheduled to complete late Summer 2021.
441-70-7924	7924-441	Measure "M" Bond Proceeds	2,750,532	247,703	2,502,829	2,502,829	
Total of Carryover and New Appropriations						2,502,829	

CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2021 ADOPTED FUNDING	FY 2021 ESTIMATED EXPENDITURES	FY 2022 ESTIMATED CARRYOVER	FY 2022 NEW APPROPRIATION	STATUS / COMMENTS
	7925	Street Rehabilitation - Phase I - Zone 27					Under construction. Construction scheduled to complete late Summer 2021.
440-70-7925	7925-440	Measure "R" Bond Proceeds	4,320,467	88,840	4,231,627		
		Total of Carryover and New Appropriations				4,231,627	
	7926	Street Rehabilitation - Phase I - Zone 32					Under construction. Construction scheduled to complete late Summer 2021.
440-70-7926	7926-440	Measure "R" Bond Proceeds	3,292,765	215,368	3,077,397		
		Total of Carryover and New Appropriations				3,077,397	
		Traffic Improvements					
	7228	Traffic Signal and Curb Ramp Improvement - Rosecrans Ave. between Studebaker Rd. & Carmenita Rd.					
228-70-7228	7228-228	Measure "R" Local Return	94,809	4,811	89,998		
409-70-7228	7228-409	HSIP Grant	1,131,391	324	1,131,067		Construction started Spring 2021 and estimated to complete late Fall 2021.
426-70-7228	7228-426	Highway User Tax (HUT) Section 2103	948,000	-	948,000		
		Total of Carryover and New Appropriations				2,169,065	
	7229	Traffic Signal and Curb Ramp Improvement - Studebaker Rd. between Alondra Blvd. & Rosecrans Ave.					
228-70-7229	7229-228	Measure "R" Local Return	155,330	8,798	146,532		Construction started early Winter 2020 and estimated to complete late Fall 2021.
409-70-7229	7229-409	HSIP Grant	714,847	-	714,847		
		Total of Carryover and New Appropriations				861,379	

CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2021 ADOPTED FUNDING	FY 2021 ESTIMATED EXPENDITURES	FY 2022 ESTIMATED CARRYOVER	FY 2022 NEW APPROPRIATION	STATUS / COMMENTS
	7230	Traffic Signal and Curb Ramp Improvement - San Antonio Dr. /Norwalk Blvd. between Rosecrans Ave. & Civic Center Dr.					
228-70-7230	7230-228	Measure "R" Local Return	442,051	4,732	437,319		Construction started Spring 2021 and estimated to complete late Fall 2021.
409-70-7230	7230-409	HSIP Grant	800,052	195	799,857		
Total of Carryover and New Appropriations						1,237,176	
	7232	Traffic Signal & Curb Ramp Improvement - Alondra Blvd./Piuma Ave./Shoemaker Ave.					
228-70-7232	7232-228	Measure "R" Local Return	242,684	1,821	240,863		Design complete. Submit for construction approval to Caltrans Summer 2021. Estimate construction late Fall/Winter 2021.
409-70-7232	7232-409	HSIP Grant	1,159,265	22,776	1,136,489		
Total of Carryover and New Appropriations						1,377,352	
	7233	Traffic Signal & Curb Ramp Improvement - Firestone Blvd./ West City limit & Rosecrans Ave.					
228-70-7233	7233-228	Measure "R" Local Return	148,274	7,289	140,985		Design 65% complete. Submit environmental review to Caltrans Spring 2020. Estimate bid Summer 2021 and construction start Fall 2021.
409-70-7233	7233-409	HSIP Grant	1,510,363	18,905	1,491,458		
Total of Carryover and New Appropriations						1,632,443	
	7234	Traffic Signal & Curb Ramp Improvement - Studebaker Blvd./Rosecrans Ave. & Cecilia St.					
228-70-7234	7234-228	Measure "R" Local Return	107,989	12,143	95,846		Design complete. Submit for construction approval to Caltrans Summer 2021. Estimate construction late Fall/Winter 2021.
409-70-7234	7234-409	HSIP Grant	1,062,363	57,476	1,004,887		
Total of Carryover and New Appropriations						1,100,733	

CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2021 ADOPTED FUNDING	FY 2021 ESTIMATED EXPENDITURES	FY 2022 ESTIMATED CARRYOVER	FY 2022 NEW APPROPRIATION	STATUS / COMMENTS
	7235	ITS - Imperial Hwy.: San Gabriel River to Shoemaker Ave.					
227-70-7235	7235-227	Proposition "C"	166,000	-	166,000		Design at 90 %. Additional design items being addressed. Estimate complete late Fall 2021. Bid late Spring/early Summer 2021. Construction start early Fall 2022.
423-70-7235	7235-423	MTA - Measure "R"	3,041,400	8,503	3,032,897		
Total of Carryover and New Appropriations						3,198,897	
	7236	Traffic Signal - 166th St. & Clarkdale Ave.					
228-70-7236	7236-228	Measure "R" Local Return	317,819	-	317,819		Design under review. Estimate construction/pavement striping to start late Summer 2021.
Total of Carryover and New Appropriations						317,819	
	7237	Traffic Signal & Ramp Impr. - Norwalk Blvd. (Phase 1 - Design)					
228-70-7237	7237-228	Measure "R" Local Return	34,014	-	34,014		Design authorization approved by Caltrans. Design start estimate late Summer 2021.
409-70-7237	7237-409	HSIP Grant	372,099	-	372,099		
Total of Carryover and New Appropriations						406,113	
	7238	Traffic Signal & Ramp Impr. - Norwalk Blvd. (Phase 2 - Design)					
228-70-7238	7238-228	Measure "R" Local Return	94,964	-	94,964		Design authorization approved by Caltrans. Design start estimate late Summer 2021.
409-70-7238	7238-409	HSIP Grant	79,999	-	79,999		
Total of Carryover and New Appropriations						174,963	
	7239	Traffic Signal & Ramp Impr. - Pioneer Blvd. (Phase I - Design)					
228-70-7239	7239-228	Measure "R" Local Return	26,814	26	26,788		Design authorization approved by Caltrans. Design start estimate late Summer 2021.
409-70-7239	7239-409	HSIP Grant	281,956	-	281,956		
Total of Carryover and New Appropriations						308,744	

CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2021 ADOPTED FUNDING	FY 2021 ESTIMATED EXPENDITURES	FY 2022 ESTIMATED CARRYOVER	FY 2022 NEW APPROPRIATION	STATUS / COMMENTS
	7240	Traffic Signal & Ramp Impr. - Pioneer Blvd. (Phase 2- Design)					
228-70-7240	7240-228	Measure "R" Local Return	88,564	-	88,564		Design authorization approved by Caltrans. Design start estimate late Summer 2021.
409-70-7240	7240-409	HSIP Grant	75,400	-	75,400		
		Total of Carryover and New Appropriations				163,964	
	7241	Studebaker at Halcourt Traffic Study - (Studebaker Elementary School)					
229-70-7241	7241-229	Measure "M"	37,000	7,605	29,395		Initial & traffic review started for designing services.
		Total of Carryover and New Appropriations				29,395	
		Park Facilities					
	7342	Sara Mendez Park Improvements					
743-70-7342	7342-743	Park Equipment/Renovation Fund	97,631	-	97,631		Park improvements due to I-5 widening project. Reviewing for expansion of patio area and fencing.
		Total of Carryover and New Appropriations				97,631	
	7357	Holifield Park (Design)					
435-70-7357	7357-435	2005 RDA Bond Proceeds	1,284,249	3,755	1,280,494		Master Plan and design of park improvements to incorporate 15 acres transferred to City from the Air Force.
		Total of Carryover and New Appropriations				1,280,494	
	7359	Hermosillo Park Rehabilitation					
743-70-7359	7359-743	Park Equipment/Renovation Fund	80,528	4,600	75,928		Restroom remodel project. Pending funding from additional sources for park improvements.
		Total of Carryover and New Appropriations				75,928	

CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2021 ADOPTED FUNDING	FY 2021 ESTIMATED EXPENDITURES	FY 2022 ESTIMATED CARRYOVER	FY 2022 NEW APPROPRIATION	STATUS / COMMENTS
	7363	Norwalk Park Playground					
743-70-7363	7363-743	Park Equipment/Renovation Fund	300,000	-	300,000		On hold pending master design work being completed. Review Summer 2021.
		Total of Carryover and New Appropriations				300,000	
	7364	Concept Master Plan - Norwalk & Hermosillo Park					
743-70-7364	7364-743	Park Equipment/Renovation Fund	15,420	-	15,420		Design work complete for Hermosillo Park. Review of Norwalk Park pending.
		Total of Carryover and New Appropriations				15,420	
	7365	Ballfield lighting installation - Gerdes & Lakeside Parks					
743-70-7365	7365-743	Park Equipment/Renovation Fund	300,000	-	300,000		Bidding Summer 2021.
		Total of Carryover and New Appropriations				300,000	
	7377	Holifield Park Playground					
438-70-7377	7377-438	Park Bond Fund	300,000	-	300,000		Installation pending.
		Total of Carryover and New Appropriations				300,000	

CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2021 ADOPTED FUNDING	FY 2021 ESTIMATED EXPENDITURES	FY 2022 ESTIMATED CARRYOVER	FY 2022 NEW APPROPRIATION	STATUS / COMMENTS
		Water					
	7438	AMR/AMI - Water (City Match)					
702-70-7438	7438-702	Water Fund	577,390	9,635	567,755		Install advanced metering infrastructure system with Gateway's Water & Energy Efficiency Grants. Construction estimated to start Summer 2021.
			Total of Carryover and New Appropriations			567,755	
	7439	Emergency Connection - Southeast Service Area					
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 in process. ON HOLD.
			Total of Carryover and New Appropriations			297,315	
	7441	SCADA - Water					
702-70-7441	7441-702	Water Fund	934,340	8,184	926,156		Engineering design and installation of Supervisory Control And Data Acquisition (SCADA) for water system based on needs Assessment. Design started Spring 2020. Combined CIP 7519 SCADA - Sewer.
			Total of Carryover and New Appropriations			926,156	
	7442	Pipeline - Pioneer Blvd between 160th St to 166th St					
702-70-7442	7442-702	Water Fund	1,225,708	3,717	1,221,991		Design started and estimated to complete Spring 2021. Construction estimated to start in late Spring/early Summer 2021.
			Total of Carryover and New Appropriations			1,221,991	

CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2021 ADOPTED FUNDING	FY 2021 ESTIMATED EXPENDITURES	FY 2022 ESTIMATED CARRYOVER	FY 2022 NEW APPROPRIATION	STATUS / COMMENTS
	7446	Well 5 Rehabilitation					
702-70-7446	7446-702	Water Fund	250,000	-	250,000		Rehabilitate Well 5 for performance and durability. Under review.
			Total of Carryover and New Appropriations			250,000	
	7448	Well 10 Emergency Generator					
702-70-7448	7448-702	Water Fund	478,770	7,469	471,301		Install Emergency Generator at Well 10. Construction started Winter 2020 and scheduled to complete Summer 2021.
			Total of Carryover and New Appropriations			471,301	
		Sewer					
	7519	SCADA - Sewer					
704-70-7519	7519-704	Sewer Fund	560,604	5,698	554,906		Engineering design and installation of Supervisory Control And Data Acquisition (SCADA) for water system based on needs Assessment. Design started Spring 2020. Combined CIP 7441 SCADA - Water.
			Total of Carryover and New Appropriations			554,906	
	7520	Bloomfield Sewer Lift Station Upgrade					
704-70-7520	7520-704	Sewer Fund	270,000	1,894	268,106		Design complete for upgrades to Bloomfield Sewer Lift Station. Prepping construction documents for bid Sumer 2021.
			Total of Carryover and New Appropriations			268,106	

CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2021 ADOPTED FUNDING	FY 2021 ESTIMATED EXPENDITURES	FY 2022 ESTIMATED CARRYOVER	FY 2022 NEW APPROPRIATION	STATUS / COMMENTS
	7522	Manhole Inspection & Repair North West Portion City					
704-70-7522	7522-704	Sewer Fund	101,873	15,668	86,205		Manhole evaluation in process. CCTV in progress with condition report due Spring 2021.
		Total of Carryover and New Appropriations				86,205	
	7523	Sewer Main Repair/Replacement - Year 4					
704-70-7523	7523-704	Sewer Fund	950,000	-	950,000		Design and rehabilitation of aged sewer mains, year 4 of 50. Design phase schedule to start in Summer/Fall 2021.
		Total of Carryover and New Appropriations				950,000	
	7524	Manhole Inspection & Repair - Phase III					
704-70-7524	7524-704	Sewer Fund	500,000	-	500,000		Identify locations of 350-400 sewer manholes to be evaluated and rehabilitated. RFP for manhole inspection services estimated for Fall 2021.
		Total of Carryover and New Appropriations				500,000	
	7525	Sewer Main Repair/Replacement - Year 5					
704-70-7525	7525-704	Sewer Fund	900,000	-	900,000		Engineering design, and replacement/lining of deteriorated sewer main lines year 5 of 50. Prepping design RFP late Spring/Summer 2021.
		Total of Carryover and New Appropriations				900,000	
		Environmental Services					
	7515	Citywide Storm Drain Replacement					
229-70-7515	7515-229	Measure "M"	100,000	-	100,000		Review for possible Measure W funds. Need to review for Storm Drain Master Plan Study.
		Total of Carryover and New Appropriations				100,000	

CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2021 ADOPTED FUNDING	FY 2021 ESTIMATED EXPENDITURES	FY 2022 ESTIMATED CARRYOVER	FY 2022 NEW APPROPRIATION	STATUS / COMMENTS
	7518	Nordesta Storm Drain Upgrade					
228-70-7518	7518-228	Measure "R"	554,562	140	554,422		Project On Hold. Needs further review.
		Total of Carryover and New Appropriations				554,422	
		Public Facilities Improvements					
	7796	HVAC Replacement - Various Locations					
747-70-7796	7796-747	Building Renovation Fund	183,380	21,401	161,979		Review of HVAC units to be completed Fall 2021 for replacements. Energy Management System also under review for City Hall location to automate HVAC and lighting.
		Total of Carryover and New Appropriations				161,979	
	7798	Slurry Seal Parking Lots					
227-70-7798	7798-227	Proposition "C" - Metrolink parking lot	40,000	-	40,000		Review of Metrolink parking lot traffic flow to be completed prior to slurry seal project.
748-70-7798	7798-748	Street Renovation Fund	-	-	-		
		Total of Carryover and New Appropriations				40,000	
	7854	Camera System - NASC and CAC					
747-70-7854	7854-747	Building Replacement Fund	298,000	-	298,000		Installation of cameras for area surrounding Arts and Sports Complex, Cultural Arts Center, and adjacent parking lot. On hold pending master camera project with Public Safety.
		Total of Carryover and New Appropriations				298,000	

CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2021 ADOPTED FUNDING	FY 2021 ESTIMATED EXPENDITURES	FY 2022 ESTIMATED CARRYOVER	FY 2022 NEW APPROPRIATION	STATUS / COMMENTS
		Miscellaneous Improvements					
	7847	Veteran's Affordable Housing					
436-70-7847	7847-436	Housing Bond Proceeds	3,983,918	1,833	3,982,085		Continue to work with Mercy Housing for project.
		Total of Carryover and New Appropriations				3,982,085	
		7852 Skylight replacement and reglazing - Community Meeting Center					
747-70-7852	7852-747	Building Replacement Fund	48,525	7,555	40,970		Remaining items include floor mat covers and trim.
		Total of Carryover and New Appropriations				40,970	
		7853 Wood Floor Replacement - NASC Gym & Boxing room and Bleachers					
747-70-7853	7853-747	Building Replacement Fund	19,242	-	19,242		Remaining items include protective floor panels for tap/folklorico.
		Total of Carryover and New Appropriations				19,242	
		7855 Bicycle Master Plan					
228-70-7855	7855-228	Measure "R" Local Return	21,220	921	20,299		Continue working on preparing a Bike Master Plan
433-70-7855	7855-433	Bike Master Plan	163,780	6,580	157,200		
		Total of Carryover and New Appropriations				177,499	
		7856 Street Light Pole Repairs					
431-70-7856	7856-431	Street Light Project Loan Proceeds Fund	310,000	-	310,000	145,000	Project to replace worn out street light poles.
		Total of Carryover and New Appropriations				455,000	

CARRYOVER CAPITAL PROJECTS

BUDGET UNIT	PROJECT NUMBER	DESCRIPTION / FUNDING SOURCES	FY 2021 ADOPTED FUNDING	FY 2021 ESTIMATED EXPENDITURES	FY 2022 ESTIMATED CARRYOVER	FY 2022 NEW APPROPRIATION	STATUS / COMMENTS
	7857	EEMP Grant					
412-70-7857	7857-412	EEMP Grant	276,350	-	276,350		Median upgrades including drought tolerant plants and drip irrigation at seven medians. Rosecrans Ave., Firestone Blvd. and Imperial Hwy.
748-70-7857	7857-748	Street Renovation Fund	13,000	-	13,000		
Total of Carryover and New Appropriations						289,350	
Number of carryover projects	62	CARRYOVER CAPITAL PROJECTS - TOTAL	\$ 53,777,438	\$ 1,168,064	\$ 52,609,374	\$ 53,619,374	
NEW APPROPRIATIONS CAPITAL PROJECTS - TOTAL						1,010,000	

NEW CAPITAL PROJECTS

<u>BUDGET UNIT</u>	<u>PROJECT NUMBER</u>	<u>DESCRIPTION / FUNDING SOURCES</u>	<u>FY 2022 NEW APPROPRIATION</u>	<u>TOTAL NEW APPROPRIATION</u>	<u>STATUS / COMMENTS</u>
		Street Improvements			
		Street Rehab - Phase II - Zone 3			Residential street rehabilitation - Phase II - Zone 3 Consists of: concrete improvements to curb-gutters, sidewalk, longitudinal gutter replacement, pedestrian ramp upgrades. Roadway resurface consist of grind-overlay, slurry seal
441-70-7927	7927-441	Measure "M" Bond Proceeds	4,969,000		
			Total New Appropriations	4,969,000	
		Street Rehabilitation - Phase II - Zone 8			Residential street rehabilitation - Phase II - Zone 8 Consists of: concrete improvements to curb-gutters, sidewalk, longitudinal gutter replacement, pedestrian ramp upgrades. Roadway resurface consist of grind-overlay, slurry seal
440-70-7928	7928-440	Measure "R" Bond Proceeds	3,050,000		
			Total New Appropriations	3,050,000	
		Street Rehabilitation - Phase II - Zone 19			Residential street rehabilitation - Phase II - Zone 19 Consists of: concrete improvements to curb-gutters, sidewalk, longitudinal gutter replacement, pedestrian ramp upgrades. Roadway resurface consist of grind-overlay, slurry seal
441-70-7929	7929-441	Measure "M" Bond Proceeds	3,901,000		
			Total New Appropriations	3,901,000	
		Water			
		Water Main Replacement - Annual			
702-70-7449	7449-702	Water	3,197,000		Construct new distribution water main as recommended by Water Master Plan
			Total New Appropriations	3,197,000	
No. of New Projects:	4	NEW CAPITAL PROJECTS - TOTAL	\$ 15,117,000	\$ 15,117,000	

MAYOR & COUNCIL

ACTIVITIES AND OBJECTIVES

Description of Activities

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

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

Budget Program: Mayor & Council, 1101

Full Time Positions

Part Time Positions

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Executive Assistant	1.00	1.00	78,550	78,552							
Council Members	5.00	5.00	57,055	57,055							
TOTAL	6.00	6.00	135,605	135,607	TOTAL	-	-	-	-	-	-

MAYOR & COUNCIL
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2108	Conferences/Out of State: City Council expenses related to conferences, seminars, and meetings held outside of California	\$ 10,000
2110	Conferences & Meetings: City Council expenses related to conferences, seminars, and meetings held within California	22,000
2111	Memberships City Council Memberships	800

MAYOR & COUNCIL

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-10-1101	1020	REG SALARIES & WAGES	116,885	135,605	115,532	135,607
101-10-1101	1052	AUTO ALLOWANCE	30,000	30,000	30,000	30,000
101-10-1101	1054	CELLPHONE ALLOWANCE	-	-	24	-
101-10-1101	1060	PAID SICK LEAVE	2,665	4,600	5,004	2,102
101-10-1101	1076	DEFERRED COMP-COUNCIL	50,584	49,000	47,125	39,900
101-10-1101	1078	MANAGEMENT BENEFIT 401A	-	1,142	1,146	1,142
101-10-1101	1080	MEDICARE	2,555	2,814	2,883	2,661
101-10-1101	1081	MGMT BENEFIT/MEDICAL	27,643	30,804	26,910	31,804
101-10-1101	1083	PERS - EMPLOYER PORTION	26,324	34,141	31,027	35,993
101-10-1101	1085	LIFE INSURANCE	687	949	745	949
101-10-1101	1088	L-T DISABILITY INSURANCE	449	793	441	793
101-10-1101	1090	MEDICAL INS - FT EMPLOYEES	10,642	8,292	6,693	8,360
101-10-1101	1090M	MEDICAL INS - MANAGEMENT	-	-	14,965	17,860
101-10-1101	1091	DENTAL INS - FT EMPLOYEES	4,474	7,870	5,516	7,870
101-10-1101	1092	VISION INS - FT EMPLOYEES	1,233	1,913	1,562	1,913
101-10-1101	1095	MEDICAL INS - RETIREES	56,541	57,600	55,527	58,900
101-10-1101	1097	WORKER'S COMPENSATION	840	1,138	1,152	1,377
101-10-1101	1999	ALLOCATED PAYROLL	-	(1,845)	(1,845)	-
PERSONNEL EXPENDITURES:			331,523	364,816	344,408	377,231

MAYOR & COUNCIL

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-10-1101	2108	CONFERENCE/OUT OF STATE	1,890	10,000	-	10,000
101-10-1101	2110	CONFERENCES & MEETINGS	12,437	22,000	10,000	22,000
101-10-1101	2111	MEMBERSHIP	300	500	150	800
101-10-1101	2140	OFFICE SUPPLIES	2,042	1,800	1,500	1,800
101-10-1101	2190	TELEPHONE & FAX	4,478	4,000	5,500	5,500
101-10-1101	2660	COUNCIL REORGANIZATION EVENT	168	6,500	2,000	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	2664	VALENCIA - DISCR EXP	-	10,000	10,000	10,000
101-10-1101	2665	AYALA - DISCR EXP	9,000	10,000	10,000	10,000
101-10-1101	2663	RAMIREZ - DISCR EXP	-	10,000	10,000	10,000
OPERATING EXPENDITURES:			50,314	94,800	69,150	96,600
101-10-1101	3860	C/O-FURINTURE & FIXTURE	4,428	-	-	-
GENERAL FUND - MAYOR & COUNCIL TOTAL:			386,265	459,616	413,558	473,831

MAYOR & COUNCIL

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
745-10-1101	3860	C/O-OFFICE EQUIPMENT	1,942	-	-	-
EQUIPMENT REPLACEMENT FUND - MAYOR & COUNCIL TOTAL:			1,942	-	-	-
ALL FUNDS - MAYOR & COUNCIL TOTAL:			388,207	459,616	413,558	473,831

COMMUNITY PROMOTION COMMISSION

ACTIVITES 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 First Responder Appreciation Luncheon, Commissioner Meet and Greet, Home & Business Beautification and Holiday Decor contests.

COMMUNITY PROMOTION COMMISSION
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2260	<p>Development & Promotion: 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>First Responder Appreciation Luncheon</i></p> <p><i>Appreciation All Year Long</i></p> <p><i>Home and Business Beautification Contest</i></p> <p><i>Holiday Home and Business Décor Contest</i></p> <p><i>All Commissioner Meet and Greet</i></p>	<p>\$ 9,000</p> <p>7,000</p> <p>500</p> <p>500</p> <p>500</p> <p>500</p>

YOUTH COMMISSION

ACTIVITIES AND OBJECTIVES

Description of Activities

The Youth Commission shall provide the City Council with recommendations from the youth of Norwalk regarding City programs, special events, and ideas to help shape development opportunities within the City. This commission will address the needs of, encourage active communication with, and provide a platform for discussion amongst the Youth in Norwalk.

Fiscal Year 2021-2022 Objectives

The Commission will obtain feedback on youth programs organized by the city of Norwalk, engage in City events and assist with bridging the gap in communication between the City and the Youth of Norwalk.

YOUTH COMMISSION
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2170	Special Materials & Supplies: Shirts, and badges	\$ 1,000
2250	Special Materials & Supplies: Training for commissioners	1,000

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 2021-2022 Objectives

To assist the Recreation and Park Services Department with City-wide events and other activities, and both virtual and in person programs.

The Commission 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 21-22 COST
2170	Special Materials & Supplies: Shirts, and badges 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 21-22 COST
2110	Conferences & Meetings: Annual planning conference registration and expenses for Commissioners	\$ 7,500
2112	Expense Allowance:	12,000
2170	Special Materials & Supplies:	250

PUBLIC SAFETY COMMISSION

ACTIVITIES AND OBJECTIVES

Description of Activities

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

Objectives

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

PUBLIC SAFETY COMMISSION
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2140	Office Supplies: General office supplies	\$ 500
2250	Training: Training	500

SENIOR COMMISSION

ACTIVITIES AND OBJECTIVES

Description of Activities

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

Objectives

- Continue to serve as an Advisory Board to City Council on senior issues.
- Serve as a liaison between staff, City Council, and the senior community of Norwalk in matters of concern to the senior community encompassing the four represented generations of seniors (Generation X, Baby Boomers, Silent Generation and GI Generation) actively participating at the center.
- Assist as ambassadors to the community in support of 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 21-22 COST
2110	Conferences & Meetings: Aging network meetings	\$ 100
2111	Memberships: California Parks and Recreation Society	200
2230	Programs & Activities: Awards and recognition activities, related presentations, badges, etc.	500

SOCIAL SERVICES COMMISSION

ACTIVITIES AND OBJECTIVES

Description of Activities

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

Objectives

- Offer support to the Social Services Department.
- Promote and support the annual Angel Tree Project, Homeless count, school uniform project and thanksgiving luncheon.
- 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 21-22 COST
2230	Programs & Activities: Awards & recognition activities	\$ 500

CITY COMMISSIONS

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-10-1123	2260	DEVELOPMENT AND PROMOTION	5,289	4,000	3,250	9,000
		COMMUNITY PROMOTION COMMISSION:	5,289	4,000	3,250	9,000
101-10-1121	2170	SPECIAL MAT'LS-SUPPLIES	-	-	-	1,000
101-10-1121	2250	TRAINING EXPENSE	-	-	-	1,000
		YOUTH COMMISSION:	-	-	-	2,000
101-10-1127	2110	CONFERENCES & MEETINGS	1,635	-	-	-
101-10-1127	2170	SPECIAL MAT'LS-SUPPLIES	-	-	-	500
		PARK & RECREATION COMMISSION:	1,635	-	-	500
101-10-1128	2110	CONFERENCES & MEETINGS	1,681	7,500	3,250	7,500
101-10-1128	2112	EXPENSE ALLOWANCE	12,200	12,000	7,000	12,000
101-10-1128	2170	SPECIAL MAT'LS-SUPPLIES	208	250	250	250
		PLANNING COMMISSION:	14,089	19,750	10,500	19,750

CITY COMMISSIONS

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-10-1129	2140	OFFICE SUPPLIES	178	500	-	500
101-10-1129	2250	TRAINING EXPENSE	-	500	-	500
PUBLIC SAFETY COMMISSION:			178	1,000	-	1,000
101-10-1130	2110	CONFERENCES & MEETINGS	-	100	-	100
101-10-1130	2111	MEMBERSHIPS	-	200	-	200
101-10-1130	2230	PROGRAMS & ACTIVITIES	-	500	200	500
SENIOR COMMISSION:			-	800	200	800
101-10-1131	2230	PROGRAMS & ACTIVITIES	363	200	200	500
SOCIAL SERVICES COMMISSION:			363	200	200	500
GENERAL FUND - CITY COMMISSIONS TOTAL:			21,555	25,750	14,150	33,550

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 21-22 COST
2230	Programs & Activities: Items for projects and/or dedication events.	\$ 1,000
2069	Contract Services: Various services for art installations throughout the City	2,000

CITY COMMISSIONS

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
418-10-1132	2069	CONTRACT SVC/PROJECTS	-	2,000	-	2,000
418-10-1132	2230	PROGRAMS & ACTIVITIES	1,055	1,000	-	1,000
ART IN PUBLIC PLACES COMMISSION:			1,055	3,000	-	3,000
CITY COMMISSIONS TOTAL (ALL FUNDS):			22,610	28,750	14,150	36,550

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

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
City Manager (a)	0.76	0.76	208,884	211,967	Office Assistant II	1,560	1,560	1	1	41,222	41,227
Deputy City Manager (b)	0.75	0.75	126,187	132,504							
Deputy City Manager (c)	1.00	1.00	-	173,064							
Senior Executive Assistant	1.00	1.00	88,173	79,968							
(a) 18% SA-RDA, 1% CDBG, 5% Water											
(b) 25% Homeless Outreach											
(c) Funded Frozen Position											
TOTAL	3.51	3.51	423,244	597,503	TOTAL	1,560	1,560	1	1	41,222	41,227

ADMINISTRATION
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2110	Conferences & Meetings: City Manager expenses related to conferences, seminars and meetings held within California	\$ 15,000
2111	Memberships: International City Management Association	3,000
2230	Programs & Activities: Community Engagement	30,000

CITY MANAGER'S OFFICE / ADMINISTRATION

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-10-1201	1020	REG SALARIES & WAGES	406,864	423,244	395,223	597,503
101-10-1201	1030	PART TIME WAGES	24,941	41,222	1,661	41,227
101-10-1201	1049	BILINGUAL/CERTIFICATION PAY	406	-	652	650
101-10-1201	1052	AUTO ALLOWANCE	7,350	9,072	8,664	8,400
101-10-1201	1054	CELLPHONE ALLOWANCE	382	600	508	600
101-10-1201	1060	PAID SICK LEAVE	3,190	-	4,000	3,920
101-10-1201	1065	ACCRUED PAID VACATION	44,178	16,930	34,800	34,759
101-10-1201	1070	PAID SICK LEAVE AT TERMINATION	1,074	-	-	-
101-10-1201	1074	EMPLOYEES' AWARDS	194	-	-	-
101-10-1201	1076	DEFERRED COMP-457 PLAN	17,500	-	17,500	17,500
101-10-1201	1078	MANAGEMENT BENEFIT 401A	16,802	35,059	19,392	42,481
101-10-1201	1079	COMMISSIONERS' BENEFIT	675	1,800	1,650	1,800
101-10-1201	1080	MEDICARE	7,105	7,815	7,019	11,027
101-10-1201	1081	MGMT BENEFIT/MEDICAL	8,439	12,785	12,005	13,401
101-10-1201	1083	PERS - EMPLOYER PORTION	126,552	144,895	128,925	218,629
101-10-1201	1085	LIFE INSURANCE	850	1,640	870	2,017
101-10-1201	1088	L-T DISABILITY INSURANCE	4,017	4,275	4,196	6,035
101-10-1201	1090	MEDICAL INS - FT EMPLOYEES	39,345	39,254	27,389	19,200
101-10-1201	1090M	MEDICAL INS - MANAGEMENT	-	-	10,596	54,208
101-10-1201	1091	DENTAL INS - FT EMPLOYEES	1,322	2,931	607	4,099

CITY MANAGER'S OFFICE / ADMINISTRATION

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-10-1201	1092	VISION INS - FT EMPLOYEES	492	701	417	1,065
101-10-1201	1093	MEDICAL INS - PT EMPLOYEES	965	-	-	-
101-10-1201	1095	MEDICAL INS - RETIREES	107,143	118,900	106,968	133,700
101-10-1201	1096	UNEMPLOYMENT INSURANCE	57	-	2,013	-
101-10-1201	1097	WORKER'S COMPENSATION	4,836	6,215	6,324	10,623
101-10-1201	1999	ALLOCATED PAYROLL	(454)	(26,236)	(9,646)	-
PERSONNEL EXPENDITURES:			824,226	841,102	781,733	1,222,844
101-10-1201	2110	CONFERENCES & MEETINGS	12,135	15,000	5,000	15,000
101-10-1201	2111	MEMBERSHIPS	1,400	3,000	3,000	3,000
101-10-1201	2130	OFFICE EQPT MTCE	895	500	1,600	1,600
101-10-1201	2140	OFFICE SUPPLIES	3,538	3,000	2,500	3,000
101-10-1201	2141	POSTAGE	1,324	1,600	1,600	1,600
101-10-1201	2190	TELEPHONE & FAX	4,168	4,400	3,200	4,400
101-10-1201	2220	VEHICLE MTCE & SUPPLIES	1,803	1,500	1,743	1,780
101-10-1201	2230	PROGRAMS & ACTIVITIES	3,293	30,000	15,000	30,000
101-10-1201	2240	DUPLICATING SERVICE CHG	814	1,300	500	1,300
OPERATING EXPENDITURES:			29,370	60,300	34,143	61,680

CITY MANAGER'S OFFICE / ADMINISTRATION

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-10-1201	3860	C/O-OFFICE EQUIPMENT	6,282	-	-	-
		CAPITAL OUTLAY EXPENDITURES:	6,282	-	-	-
		GENERAL FUND - CITY MANAGER TOTAL:	859,878	901,402	815,877	1,284,524
745-10-1201	3860	C/O-OFFICE EQUIPMENT	1,918	-	2,409	-
		CAPITAL OUTLAY EXPENDITURES:	1,918	-	2,409	-
		EQUIPMENT REPLACEMENT FUND - CITY MANAGER TOTAL:	1,918	-	2,409	-
		ALL FUNDS - CITY MANAGER TOTAL:	861,796	901,402	818,286	1,284,524

CITY ATTORNEY

ACTIVITIES AND OBJECTIVES

Description of Activities

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

CITY ATTORNEY
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2086	Contract Services - Non-Classified: City Attorney retainer	\$ 160,000
2086S	Contract Services - Special Services: Special study issues	200,000

CITY ATTORNEY

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-10-1202	2086	CONTRACT SVC/NON-CLASS	210,875	160,000	160,000	160,000
101-10-1202	2086S	CONTRA SVC/SPECIAL STUDY	89,548	200,000	200,000	200,000
GENERAL FUND - CITY ATTORNEY TOTAL:			300,423	360,000	360,000	360,000

MANAGEMENT SERVICES

ACTIVITIES AND OBJECTIVES

Description of Activities

Management Services is a division of the Administration Department responsible for a variety of support functions, including special projects as directed by the City Manager. The Division's ongoing responsibilities include: strategic planning related to the citywide water delivery system; integrated waste management, including compliance with 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

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Administrative Services Manager (a)	0.45	1.00	-	124,572	Public Safety Officer I (c)	25	25	1	1	703	703
Management Analyst (b)	0.25	0.50	19,681	39,360							
(a) Funded Frozen Position					(c) Ewaste 1206						
(b) 50% Emergency Preparedness											
TOTAL	0.70	1.50	19,681	163,932	TOTAL	25	25	1	1	703	703

MANAGEMENT SERVICES

ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2080	Contract Services - Non-Classified: Implementation of recycling programs funded by grants from solid waste consulting services and other contracts. <i>Council governance and organizational development</i> <i>Grant writing service</i>	\$ 60,000 10,000 50,000
2110	Conferences & Meetings: Municipal Management Association of Southern California Annual Conference and Winter Forum, League of California Cities Conferences, and various legislative meetings	3,500
2111	Memberships: City membership in State and Regional Organizations <i>League of California Cities - State Division</i> <i>League of California Cities - Los Angeles County Division</i> <i>California Contract Cities Association</i> <i>Southern California Association of Governments</i> <i>Staff memberships in the Municipal Management Association of Southern California and other Organizations</i> <i>SELACO WIB (Workforce Investment Board)</i> <i>I-5 membership (\$30,000 / \$6,000 is funded under Prop C and \$24,000 from general fund)</i> <i>COG (Gateway Cities Council of Governments) - (\$30,950 / \$14,500 funded under Prop C and \$19,050 General Fund)</i>	91,900 29,200 1,450 5,500 11,700 400 600 24,000 19,050
2162	Special Fee - Sacramento: State advocacy services	29,500
2168	Special Fee - Misc. Lobby: Federal advocacy services	50,000

MANAGEMENT SERVICES

ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2230	Programs & Activities - AB 939: Public education for recycling and waste management	2,000
2250	Training: Staff training, grant workshops, and attendance to Municipal Management Association of Southern California sessions	1,200
2080	Contract Services - Recycling Activities:	37,960
1206-2080	<i>E-Waste</i> <i>E-waste/shred-a-thon events</i>	1,000
1208-2080	<i>C&D Recycling Forfeiture Funds</i> <i>Door to Door Program/Battery Recycling</i>	17,000
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>	11,960
227-2111	Memberships:	20,500
	<i>I-5 membership (\$30,000 / \$6,000 is funded under Prop C and \$24,000 from general fund.</i>	6,000
	<i>COG (Gateway Cities Council of Governments) - (\$30,950 / \$14,500 funded under Prop C and \$19,050 General Fund)</i>	14,500
227-2150	Rental/Lease Expense: Transportation center yard - rental expense	1
227-2237	Programs & Activities/COG Special Studies: Local agency participation in the 91/605/405 Major Corridor Study	20,000

MANAGEMENT SERVICES

BUDGET UNIT	ACCT DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-10-1203	1020 REG SALARIES & WAGES	30,654	19,681	36,163	163,932
101-10-1203	1040 OVERTIME SALARY & WAGES	32	-	-	-
101-10-1203	1049 BI-LINGUAL/CERTIFICATION PAY	96	163	299	325
101-10-1203	1054 CELLPHONE ALLOWANCE	-	-	35	-
101-10-1203	1065 ACCRUED PAID VACATION	111	1,500	-	-
101-10-1203	1078 MANAGEMENT BENEFIT 401A	-	-	-	2,492
101-10-1203	1080 MEDICARE	443	309	529	2,418
101-10-1203	1083 PERS - EMPLOYER PORTION	9,516	6,738	12,213	59,983
101-10-1203	1085 LIFE INSURANCE	100	83	114	166
101-10-1203	1088 L-T DISABILITY INSURANCE	245	199	263	1,656
101-10-1203	1090 MEDICAL INS - FT EMPLOYEES	6,464	4,146	6,911	8,360
101-10-1203	1090M MEDICAL INS - MANAGEMENT	-	-	-	31,940
101-10-1203	1091 DENTAL INS - FT EMPLOYEES	499	292	504	1,752
101-10-1203	1092 VISION INS - FT EMPLOYEES	65	38	65	440
101-10-1203	1097 WORKER'S COMPENSATION	888	285	288	2,874
PERSONNEL EXPENDITURES:		49,114	33,434	57,384	276,338

MANAGEMENT SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-10-1203	2071	CONTRACT SVC/WFB BUILDING	5,543	5,600	5,600	5,600
101-10-1203	2079	CONTRACT SERVICES	17,250	-	-	-
101-10-1203	2080	CONTRACT SVC/NON-CLASS	31,640	60,000	50,000	60,000
101-10-1203	2081	CONTRACT SVC/SPECIAL STUDIES	116,678	-	-	-
101-10-1203	2110	CONFERENCES & MEETINGS	2,687	3,500	1,000	3,500
101-10-1203	2111	MEMBERSHIPS	89,806	91,150	91,788	91,900
101-10-1203	2140	OFFICE SUPPLIES	1,576	1,800	1,000	1,800
101-10-1203	2141	POSTAGE	304	1,000	100	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	50,000	50,000	50,000
101-10-1203	2170	SPECIAL MAT'LS-SUPPLIES	927	1,000	3,000	6,500
101-10-1203	2190	TELEPHONE & FAX	-	500	-	500
101-10-1203	2230	PROGRAMS & ACTIVITIES	1,332	2,000	1,000	2,000
101-10-1203	2240	DUPLICATING SERVICE CHG	49	600	100	600
101-10-1203	2250	TRAINING EXPENSE	50	1,200	200	1,200
OPERATING EXPENDITURES:			345,062	247,850	233,288	254,100

MANAGEMENT SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-10-1203	3870	C/O-FURNITURE & FIXTURE	-	12,100	12,100	-
CAPITAL OUTLAY EXPENDITURES:			-	12,100	12,100	-
MANAGEMENT SERVICES TOTAL:			394,176	293,384	302,772	530,438

MANAGEMENT SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-10-1206	1030	PART TIME WAGES	90	703	703	703
101-10-1206	1080	MEDICARE	1	10	10	10
101-10-1206	1093	MEDICAL INS - PT EMPL	19	-	-	-
101-10-1206	2080	CONTRACT SVC/NON-CLASS	534	1,000	-	1,000
E-WASTE TOTAL			644	1,713	713	1,713
101-10-1208	2080	CONTRACT SVC/NON-CLASS	15,555	24,000	1,000	17,000
101-10-1208	2230	PROGRAMS & ACTIVITIES	1,028	2,000	1,000	25,000
RECYCLING ACTIVITES TOTAL			16,583	26,000	2,000	42,000
101-10-1209	2080	CONTRACT SVC/NON-CLASS	7,319	8,000	8,000	8,000
101-10-1209	2170	SPECIAL MAT'LS-SUPPLIES	18,651	18,772	22,000	22,000
BEVERAGE CONTAINER GRANT TOTAL			25,970	26,772	30,000	30,000

MANAGEMENT SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-10-1210	2080	CONTRACT SVC/NON-CLASS	23,624	29,000	29,000	11,960
USED OIL GRANT TOTAL			23,624	29,000	29,000	11,960
GENERAL FUND - MANAGEMENT SERVICES TOTAL:			460,996	376,869	364,485	616,111
227-10-1203	2111	MEMBERSHIPS	20,500	20,500	20,500	20,500
227-10-1203	2150	RENTAL EXPENSE	12,000	12	3,012	12
227-10-1203	2237	PROG & ACT/COG SPECIAL STUDY	20,000	20,000	20,000	20,000
PROP C FUND MANAGEMENT SERVICES TOTAL:			52,500	40,512	43,512	40,512
MANAGEMENT SERVICES TOTAL (ALL FUNDS):			513,496	417,381	407,997	656,623

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. 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.
- 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, Twitter and Instagram pages 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

- Plan and promote special events that excite, engage, and involve greater participation among residents.
- 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 21-22 COST
2050	Publications Subscriptions	\$ 500
2080	Contract Services - Non-Classified: Contract services for public affairs events and programming	131,000
	<i>Maintenance of electronic reader board</i>	1,500
	<i>Website hosting services</i>	11,000
	<i>Government 2.0 hosting services/GO GOV</i>	15,000
	<i>Translation services</i>	1,500
	<i>Crisis Communication Services</i>	67,000
	<i>Online Application Tools</i>	35,000
2170	Special Materials & Supplies: Photo supplies, commendations, framing, trophies, plaques, and materials for special events	10,000
2230	Programs & Activities: Annual Veteran's and Memorial Day events, miscellaneous special events; promotional and informational materials; miscellaneous public relations activities	40,000
	<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 21-22 COST
2230	Programs & Activities: (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	Training:	
	Updating staff on graphic arts, video format, and media relations, social media etc.	2,000
2262	Community Newsletter:	
	Printing cost for the Norwalk Now Newsletter - monthly edition to include a Business Report Section	120,000
2265	Community Relations:	
	Media advertising for City events and programs	5,000
2267	Development & Promotion:	
	Chamber of Commerce support	41,500
1211-2230	Programs & Activities:	
	Hometown Hero Banner Program	7,200

COMMUNICATIONS AND PUBLIC AFFAIRS

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-10-1204	1020	REG SALARIES & WAGES	257,074	308,175	156,602	369,658
101-10-1204	1030	PART TIME WAGES	54,118	56,970	62,803	28,488
101-10-1204	1040	OVERTIME SALARY & WAGES	1,243	1,100	-	1,100
101-10-1204	1048	MEDICAL OPT-OUT-GEN. UNIT	4,066	4,320	4,331	4,320
101-10-1204	1049	BILINGUAL/CERTIFICATION PAY	1,171	1,235	1,237	1,885
101-10-1204	1054	CELLPHONE ALLOWANCE	-	-	250	-
101-10-1204	1060	PAID SICK LEAVE	2,036	13,400	8,630	4,207
101-10-1204	1065	ACCRUED PAID VACATION	6,328	10,270	7,000	6,982
101-10-1204	1078	MANAGEMENT BENEFIT 401A	1,299	2,090	431	2,055
101-10-1204	1080	MEDICARE	4,728	5,854	3,499	6,290
101-10-1204	1081	MGMT BENEFIT/MEDICAL	4,558	6,134	1,559	15,129
101-10-1204	1083	PERS - EMPLOYER PORTION	80,331	105,503	52,651	135,260
101-10-1204	1085	LIFE INSURANCE	848	802	486	825
101-10-1204	1088	L-T DISABILITY INSURANCE	1,961	3,112	1,125	3,734
101-10-1204	1090	MEDICAL INS - FT EMPLOYEES	28,309	41,588	10,383	45,924
101-10-1204	1091	DENTAL INS - FT EMPLOYEES	2,020	3,270	1,183	4,438
101-10-1204	1092	VISION INS - FT EMPLOYEES	498	616	479	768
101-10-1204	1093	MEDICAL INS - PT EMPLOYEES	3,128	-	8,040	8,040

COMMUNICATIONS AND PUBLIC AFFAIRS

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-10-1204	1094	DENTAL INS - PT EMPL	195	-	2,334	2,637
101-10-1204	1095	MEDICAL INS - RETIREES	41,027	46,700	44,997	47,900
101-10-1204	1097	WORKER'S COMPENSATION	3,384	4,464	4,536	5,420
101-10-1204	1100	ACA AFFORDABILITY STIPEND	32	-	33	-
101-10-1204	1999	ALLOCATED PAYROLL	(381)	(36,389)	(6,593)	-
PERSONNEL EXPENDITURES:			497,971	579,214	365,998	695,060

COMMUNICATIONS AND PUBLIC AFFAIRS

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-10-1204	2050	PUBLICATIONS	1,210	500	500	500
101-10-1204	2080	CONTRACT SVC/NON-CLASS	24,840	28,000	28,000	131,000
101-10-1204	2081	CONTRACT SVC/SPECIAL STUDIES	-	2,000	2,000	-
101-10-1204	2100	UTILITIES	587	900	500	900
101-10-1204	2110	CONFERENCES & MEETINGS	3,106	-	-	-
101-10-1204	2111	MEMBERSHIPS	-	600	600	600
101-10-1204	2130	OFFICE EQPT MTCE	569	900	500	900
101-10-1204	2140	OFFICE SUPPLIES	5,382	5,000	4,500	5,000
101-10-1204	2141	POSTAGE	1,238	2,500	2,500	2,500
101-10-1204	2170	SPECIAL MAT'LS-SUPPLIES	6,392	2,500	3,000	10,000
101-10-1204	2190	TELEPHONE & FAX	2,139	2,200	2,300	2,300
101-10-1204	2230	PROGRAMS & ACTIVITIES	23,600	13,000	13,000	40,000
101-10-1204	2240	DUPLICATING SERVICE CHARGE	1,202	400	-	400
101-10-1204	2250	TRAINING	60	300	300	2,000
101-10-1204	2262	COMMUNITY NEWSLETTER	120,354	121,000	121,000	120,000
101-10-1204	2265	PUBLIC RELATIONS EXPENSE	592	500	500	5,000
101-10-1204	2267	DEV'T & PROM / BUS PROMOTION	41,500	41,500	41,500	41,500
OPERATING EXPENDITURES:			232,769	221,800	220,700	362,600
101-10-1204	3860	C/O-OFFICE EQUIPMENT	4,914	2,700	2,700	-
CAPITAL OUTLAY EXPENDITURES:			4,914	2,700	2,700	-

COMMUNICATIONS AND PUBLIC AFFAIRS

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-10-1211	2230	PROGRAMS & ACTIVITIES	2,420	-	-	7,200
		TOTAL HOMETOWN HERO BANNER PROGRAM	2,420	-	-	7,200
101-10-1212	1030	PART TIME WAGES	-	-	648	-
101-10-1212	1080	MEDICARE	-	-	9	-
		PERSONNEL EXPENDITURES:	-	-	658	-
101-10-1212	2069	CONTRACT SVC/PROJECTS	51,683	22,110	22,110	-
101-10-1212	2170	SPECIAL MAT'LS-SUPPLIES	8,767	-	-	-
		TOTAL CENSUS ACTIVITIES	60,450	22,110	22,768	-
		GENERAL FUND - COMMUNICATIONS AND PUBLIC AFFAIRS TOTAL:	798,524	825,824	612,165	1,064,860
		COMMUNICATIONS AND PUBLIC AFFAIRS TOTAL (ALL FUNDS):	798,524	825,824	612,165	1,064,860

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, and other featured programming. These productions air on the City's website, YouTube Channel 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 and YouTube, 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

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Production Supervisor	1.00	1.00	66,769	66,768	Production Specialist	1,950	1,950	1	1	55,262	55,252
					Production Assistant	2,912	2,912	3	3	52,838	52,845
TOTAL	1.00	1.00	66,769	66,768	TOTAL	4,862	4,862	4	4	108,100	108,097

CABLE TELEVISION PRODUCTION
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2080	Contract Services - Non-Classified: Technical maintenance/repair services	\$ 2,500
2170	Special Materials & Supplies: Cables, bulbs, studio maintenance supplies, life streaming, teleprompter	6,000

CABLE TV

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-10-1207	1020	SALARIES & WAGES	65,345	66,769	67,010	66,768
101-10-1207	1030	PART TIME WAGES	79,636	108,100	83,488	108,097
101-10-1207	1040	OVERTIME SALARY & WAGES	3,973	3,800	2,041	3,800
101-10-1207	1054	CELLPHONE ALLOWANCE	-	-	330	-
101-10-1207	1060	PAID SICK LEAVE	3,305	3,000	4,753	1,778
101-10-1207	1065	ACCRUED PAID VACATION	5,085	5,470	5,200	5,133
101-10-1207	1074	EMPLOYEES' AWARDS	2,000	-	-	-
101-10-1207	1080	MEDICARE	2,279	2,713	2,361	2,691
101-10-1207	1083	PERS - EMPLOYER PORTION	20,320	22,858	22,446	24,431
101-10-1207	1085	LIFE INSURANCE	221	259	224	259
101-10-1207	1088	L-T DISABILITY INSURANCE	509	674	516	674
101-10-1207	1090	MEDICAL INS - FT EMPLOYEES	17,200	19,200	19,200	19,200
101-10-1207	1091	DENTAL INS - FT EMPLOYEES	1,167	1,168	1,167	1,168
101-10-1207	1092	VISION INS - FT EMPLOYEES	164	152	302	152
101-10-1207	1094	DENTAL INS - PT EMPLOYEES	1,167	1,318	1,167	1,318
101-10-1207	1097	WORKER'S COMPENSATION	756	967	984	1,171
101-10-1207	1100	ACA AFFORDABILITY STIPEND	104	-	-	-
101-10-1207	1999	ALLOCATED PAYROLL	(598)	(11,892)	(11,892)	-
PERSONNEL EXPENDITURES:			202,633	224,557	199,298	236,640

CABLE TV

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-10-1207	2080	CONTRACT SVC/NON-CLASS	1,223	2,500	2,500	2,500
101-10-1207	2100	UTILITIES	587	900	500	900
101-10-1207	2140	OFFICE SUPPLIES	115	250	250	250
101-10-1207	2170	SPECIAL MAT'LS-SUPPLIES	2,236	2,000	2,000	6,000
OPERATING EXPENDITURES:			4,160	5,650	5,250	9,650
101-10-1207	3860	C/O-OFFICE EQUIPMENT	-	135,000	135,000	-
CAPITAL OUTLAY EXPENDITURES:			-	135,000	135,000	-
GENERAL FUND - CABLE TV TOTAL:			206,793	365,207	339,548	246,290
CABLE TV TOTAL (ALL FUNDS):			206,793	365,207	339,548	246,290

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 Passport program, 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.
- Provide information to City Council, City departments, and the public efficiently and courteously.

CITY CLERK
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2080	<p>Contract Services - Non-Classified:</p> <p style="padding-left: 40px;"><i>Legislative history software support</i></p> <p style="padding-left: 40px;"><i>Off-site storage of city-wide records</i></p> <p style="padding-left: 40px;"><i>Document destruction</i></p> <p style="padding-left: 40px;"><i>Support for OnBase document imaging system</i></p> <p style="padding-left: 40px;"><i>Maintenance of retention schedule</i></p> <p style="padding-left: 40px;"><i>Agenda display software</i></p> <p style="padding-left: 40px;"><i>E-filing FPPC forms</i></p>	<p>\$ 43,150</p> <p style="padding-left: 40px;">1,900</p> <p style="padding-left: 40px;">3,500</p> <p style="padding-left: 40px;">1,100</p> <p style="padding-left: 40px;">19,500</p> <p style="padding-left: 40px;">250</p> <p style="padding-left: 40px;">10,000</p> <p style="padding-left: 40px;">6,900</p>
2110	<p>Conferences & Meetings:</p> <p>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</p>	2,200
2235	<p>Municipal Code Developments & Update:</p> <p>Maintain the Norwalk Municipal Code online and print annual update</p>	9,500

CITY CLERK

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-10-1301	1020	SALARIES & WAGES	472,997	481,518	491,580	484,787
101-10-1301	1049	BILINGUAL/CERTIFICATION PAY	2,664	2,600	4,566	3,900
101-10-1301	1060	PAID SICK LEAVE	10,707	17,600	18,096	9,799
101-10-1301	1065	ACCRUED PAID VACATION	17,224	19,790	19,300	19,242
101-10-1301	1074	EMPLOYEE AWARDS	-	-	450	-
101-10-1301	1078	MANAGEMENT BENEFIT 401A	6,316	6,247	6,598	6,246
101-10-1301	1080	MEDICARE	7,390	7,860	7,844	7,829
101-10-1301	1081	MGMT BENEFIT/MEDICAL	13,994	14,352	14,958	15,969
101-10-1301	1083	PERS - EMPLOYER PORTION	147,914	164,847	166,189	177,386
101-10-1301	1085	LIFE INSURANCE	1,314	1,868	1,323	1,880
101-10-1301	1088	L-T DISABILITY INSURANCE	4,726	4,863	4,944	4,896
101-10-1301	1090	MEDICAL INS - FT EMPLOYEES	60,226	66,990	66,149	67,600
101-10-1301	1091	DENTAL INS - FT EMPLOYEES	7,001	6,949	7,003	6,949
101-10-1301	1092	VISION INS - FT EMPLOYEES	1,118	1,105	1,119	1,105
101-10-1301	1095	MEDICAL INS - RETIREES	39,764	41,100	37,840	35,700
101-10-1301	1097	WORKER'S COMPENSATION	6,684	9,473	9,624	11,901
101-10-1301	1999	ALLOCATED PAYROLL	-	(11,866)	(11,866)	-
PERSONNEL EXPENDITURES:			801,840	835,295	850,554	855,189

CITY CLERK

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-10-1301	2050	PUBLICATIONS	213	600	600	600
101-10-1301	2055	LEGAL ADVERTISING	6,620	4,000	4,000	5,000
101-10-1301	2080	CONTRACT SVC/NON-CLASS	32,736	35,750	35,750	43,150
101-10-1301	2110	CONFERENCES & MEETINGS	710	2,500	600	2,200
101-10-1301	2111	MEMBERSHIPS	691	750	710	805
101-10-1301	2130	OFFICE EQPT MTCE	1,261	1,800	1,000	2,300
101-10-1301	2140	OFFICE SUPPLIES	3,955	4,700	4,700	4,900
101-10-1301	2141	POSTAGE	5,869	1,000	2,000	2,000
101-10-1301	2142	POSTAGE FEE - CITY WIDE	1,874	3,500	3,500	3,500
101-10-1301	2150	RENTAL EXPENSE	3,198	2,100	1,100	1,100
101-10-1301	2151	EQUIPMENT LEASE	9,799	10,000	8,800	8,850
101-10-1301	2190	TELEPHONE & FAX	3,024	4,000	3,100	4,000
101-10-1301	2220	VEHICLE MTCE & SUPPLIES	2,048	1,600	3,033	3,090
101-10-1301	2225	VEHICLE MTCE - LEASED VEH	-	-	-	270
101-10-1301	2235	MUNICIPAL CODE MAINTENANCE	3,485	6,500	6,500	9,500
101-10-1301	2240	DUPLICATING SERVICE CHARGE	3,147	3,500	2,300	3,500
101-10-1301	2241	DUPLICATION & MAIL ROOM SUPPLIES	4,593	5,000	3,600	5,000
101-10-1301	2250	TRAINING EXPENSE	551	2,700	600	3,050
OPERATING EXPENDITURES:			83,773	90,000	81,893	102,815

CITY CLERK

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-10-1301	3860	C/O-OFFICE EQUIPMENT	10,036	-	-	-
101-10-1301	3999	INTER-DEPT TXFR/DUPLICATION	(34,769)	(60,000)	(15,000)	(60,000)
CAPITAL OUTLAY EXPENDITURES:			(24,733)	(60,000)	(15,000)	(60,000)
GENERAL FUND - CITY CLERK TOTAL:			860,880	865,295	917,447	898,004
<u>PASSPORT SERVICES:</u>						
101-10-1303	2080	CONTRACT SVC/NON-CLASS	-	900	900	900
101-10-1303	2140	OFFICE SUPPLIES	-	500	-	500
101-10-1303	2141	POSTAGE	-	2,500	2,000	2,500
101-10-1303	2143	PASSPORT SUPPLIES	393	-	-	-
101-10-1303	2240	DUPLICATING/LAMINATION	-	-	100	-
GENERAL FUND - PASSPORT SERVICES TOTAL:			393	3,900	3,000	3,900
GENERAL FUND - CITY CLERK SERVICES TOTAL:			861,273	869,195	920,447	901,904

CITY CLERK

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
745-10-1301	3860	C/O-OFFICE EQUIPMENT	2,842	-	-	-
EQUIPMENT REPLACEMENT FUND - CITY CLERK TOTAL:			2,842	-	-	-
746-10-1301	2152	VEHICLE LEASE	-	-	-	4,910
VEHICLE REPLACEMENT FUND - CITY CLERK TOTAL:			-	-	-	4,910
CITY CLERK TOTAL (ALL FUNDS):			864,114	869,195	920,447	906,814

CITY CLERK - ELECTION
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2080	Contract Services - Non-Classified: Design/printing/mailing notice to voters of election date change	\$ 30,000

ELECTIONS

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-10-1302	2055	LEGAL ADVERTISING	5,149	-	-	-
101-10-1302	2079	CONTRACT SVC / TRANSLATION	1,083	-	-	-
101-10-1302	2080	CONTRACT SVC/NON-CLASS	205,704	-	-	30,000
101-10-1302	2140	OFFICE SUPPLIES	114	-	-	-
101-10-1302	2410	ELECTION EXPENSE	595	-	-	-
OPERATING EXPENDITURES:			212,644	-	-	30,000
GENERAL FUND - CITY CLERK / ELECTION TOTAL:			212,644	-	-	30,000

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, and 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. Expanding service at the NASC for virtual programming.
- Manage/increase 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; update phone system with new Calnet contract.

Budget Program: MIS, 1205

Full Time Positions

Part Time Positions

Position Title	Full Time Positions				Part Time Positions						
	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
					Information Systems Specialist	599	-	1	0	24,173	-
TOTAL	0.00	0.00	-	-	TOTAL	599	-	1	-	24,173	-

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

Account Number	Description	FY 21-22 COST
2080	Contract Services: <i>Computer system contract support</i> <i>Data storage - cloud based</i> <i>GIS maintenance</i> <i>City-wide cabling needs</i> <i>Network Security Assessment</i>	\$ 308,000 252,000 13,000 6,000 7,000 30,000
2089	Computer System Maintenance & Support: <i>Licensing & support</i> <i>Mimecast - email security</i> <i>Back up system services</i> <i>Vulnerability assessment software</i> <i>Solarwind IP Manager</i>	194,290 143,590 14,000 31,000 4,200 1,500
2192	Internet, ISDN, DSL Service: <i>IDE bandwidth, circuit, router (citywide)</i> <i>DSL</i> <i>Tablet expense (Council, Public Safety, Public Services, Community Development)</i>	161,000 151,000 3,000 7,000

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

Account Number	Description	FY 21-22 COST
3860	Technology:	52,250
	<i>Firewalls (4), new (Aquatics, Sr. Ctr, S/Svs, Transp/Public Svs), (61% GF, 30% Transp., 4.5% Water, 4.5% Sewer)</i>	36,250
	<i>Wi-Fi access points (8), new (City Hall-1; NASC/CAC-7)</i>	16,000
745-3860	Computer & Technology Replacement Fund:	194,420
	<i>Replace computers 27 desktops, 4 laptops, 1 surface (asset no. 13710, 13386, 13732, 13716, 13734, 13723, 13742, 13428, 13703, 13722, 13724, 13737, 13687, 13740, 13755, 13759, 13709, 13700, 13379, 13743, 13744, 13688, 13360, 13435, 13685, 13735, 13624, 13669, 14227, 14228, 13913, 13840)</i>	35,220
	<i>Wi-Fi access points (6), (NASC-5; P/SVS-1), (no asset no.)</i>	12,000
	<i>SAN 3-par system, (asset no. 14259)</i>	120,000
	<i>Servers (NASC & S/Svs), (asset no. 13131, 13439)</i>	24,000
	<i>UPS battery, (no asset no.)</i>	3,000
	<i>Replacement printer, (asset no. 14271)</i>	200

M.I.S. - NETWORK CONTRACT SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-10-1205	1030	PART TIME WAGES	42,899	24,173	-	-
101-10-1205	1080	MEDICARE	622	351	-	-
PERSONNEL EXPENDITURES:			43,521	24,524	-	-
101-10-1205	2080	CONTRACT SVC/NON-CLASS	258,846	276,300	276,300	308,000
101-10-1205	2089	COMP SYST MAINT & SUPPORT	151,259	147,750	147,750	194,290
101-10-1205	2132	COMPUTER SUPPLIES	2,141	5,000	5,000	7,500
101-10-1205	2140	OFFICE SUPPLIES	302	500	500	500
101-10-1205	2190	TELEPHONE & FAX	218	-	300	300
101-10-1205	2192	INTERNET, ISDN DSL SERVICE	158,425	161,000	130,205	161,000
OPERATING EXPENDITURES:			571,191	590,550	560,055	671,590
101-10-1205	3860	C/O-OFFICE EQUIPMENT	35,418	40,500	40,500	52,250
CAPITAL OUTLAY EXPENDITURES:			35,418	40,500	40,500	52,250
GENERAL FUND - M.I.S. NETWORK CONTRACT SERVICES TOTAL:			650,130	655,574	600,555	723,840

M.I.S. - NETWORK CONTRACT SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
745-10-1205	3860	OFFICE EQUIP/ REPLACE COMPUTERS	39,035	114,643	114,643	194,420
COMPUTER REPLACEMNT FUND - M.I.S. NETWORK CONTRACT SERVICES			39,035	114,643	114,643	194,420
TOTAL:						
M.I.S. NETWORK CONTRACT SERVICES TOTAL (ALL FUNDS):			689,165	770,217	715,198	918,260

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 21-22 COST
2080	Contract Services - Non-Classified:	\$ 124,450
	<i>Employment and labor attorney services</i>	75,000
	<i>Employee Assistance Program</i>	15,000
	<i>Recruitment testing services</i>	3,000
	<i>Reasonable accommodation assessments</i>	2,000
	<i>Cal OSHA compliance</i>	5,000
	<i>Ergonomic evaluations</i>	1,450
	<i>Applicant tracking system</i>	13,000
	<i>City Manager contract evaluation</i>	10,000
2089	Computer System Maintenance & Support	10,200
	NEOGOV - Performance Evaluation Module	
2230	Programs & Activities:	36,000
	<i>Employee service awards</i>	15,500
	<i>Employee recognition activities</i>	16,500
	<i>Employee Halloween Luncheon</i>	2,500
	<i>Retirement presentations</i>	1,000
	<i>Safety Committee events</i>	500
2450	Liability, Fire & Other Insurance:	1,068,600
	General liability insurance (including retrospective balance adjustments), all-risk property insurance, and fidelity bond	

HUMAN RESOURCES
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2452	Employment Screenings: <i>Pre-employment physical examinations</i> <i>Department of Justice background screenings</i>	7,500 <i>3,000</i> <i>4,500</i>

HUMAN RESOURCES

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-10-1401	1020	SALARIES & WAGES	295,321	369,859	384,351	525,156
101-10-1401	1030	PART TIME WAGES	52,185	20,611	24,195	20,614
101-10-1401	1040	OVERTIME SALARY & WAGES	360	-	-	-
101-10-1401	1048	MEDICAL OPT-OUT-GEN. UNIT	-	-	91	-
101-10-1401	1049	BILINGUAL/CERTIFICATION PAY	3,214	2,600	2,903	2,600
101-10-1401	1052	AUTO ALLOWANCE	2,000	4,800	4,800	4,800
101-10-1401	1054	CELLPHONE ALLOWANCE	-	-	334	-
101-10-1401	1060	PAID SICK LEAVE	-	3,200	1,950	1,303
101-10-1401	1065	ACCRUED PAID VACATION	16,357	16,880	10,000	9,903
101-10-1401	1075	SEVERANCE PAY	62,690	-	-	-
101-10-1401	1074	EMPLOYEE AWARDS	-	5,000	1,000	5,000
101-10-1401	1078	MANAGEMENT BENEFIT 401A	1,760	5,410	4,965	5,751
101-10-1401	1080	MEDICARE	5,770	6,274	6,302	7,489
101-10-1401	1081	MGMT BENEFIT/MEDICAL	3,262	4,328	4,570	5,942
101-10-1401	1083	PERS - EMPLOYER PORTION	92,644	126,619	129,507	192,158
101-10-1401	1085	LIFE INSURANCE	1,153	1,060	1,049	1,119
101-10-1401	1088	L-T DISABILITY INSURANCE	2,336	3,735	3,304	5,304
101-10-1401	1090	MEDICAL INS - FT EMPLOYEES	57,322	72,817	65,971	68,167
101-10-1401	1090M	MEDICAL INS - MANAGEMENT	-	-	11,592	21,735
101-10-1401	1091	DENTAL INS - FT EMPLOYEES	3,315	4,672	4,439	7,008

HUMAN RESOURCES

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-10-1401	1092	VISION INS - FT EMPLOYEES	871	820	869	1,124
101-10-1401	1095	MEDICAL INS - RETIREES	59,568	70,000	69,797	77,100
101-10-1401	1096	UNEMPLOYMENT INSURANCE	1,125	-	2,506	-
101-10-1401	1097	WORKER'S COMPENSATION	5,568	5,557	5,652	12,448
101-10-1401	1099	RETIREE-RPLMT BENEFIT PLN	19,958	13,000	20,139	13,000
101-10-1401	1999	ALLOCATED PAYROLL	-	(24,215)	(7,024)	-
PERSONNEL EXPENDITURES:			686,781	713,027	753,261	987,721

HUMAN RESOURCES

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-10-1401	2050	PUBLICATIONS	1,001	1,000	1,001	1,000
101-10-1401	2056	CLASSIFIED ADVERTISING	3,707	6,500	6,500	6,500
101-10-1401	2080	CONTRACT SVC/NON-CLASS	59,722	113,450	113,450	124,450
101-10-1401	2089	COMP SYST MAINT & SUPPORT	-	-	-	10,200
101-10-1401	2081	CONTRACT SVC/SPECIAL STUDY	41,219	-	-	-
101-10-1401	2110	CONFERENCES & MEETINGS	213	3,000	3,000	3,000
101-10-1401	2111	MEMBERSHIPS	675	500	500	500
101-10-1401	2130	OFFICE EQPT MTCE	734	2,000	2,000	2,000
101-10-1401	2140	OFFICE SUPPLIES	5,925	3,200	3,200	3,200
101-10-1401	2141	POSTAGE	911	3,000	3,000	3,000
101-10-1401	2190	TELEPHONE & FAX	2,944	3,300	3,900	3,900
101-10-1401	2220	VEHICLE MTCE & SUPPLIES	1,689	800	1,705	1,740
101-10-1401	2230	PROGRAMS & ACTIVITIES	34,173	10,000	22,500	36,000
101-10-1401	2240	DUPLICATING SERVICE CHG	1,176	2,400	600	2,400
101-10-1401	2250	TRAINING EXPENSE	11,355	7,000	15,000	50,000
101-10-1401	2251	TRAINING EXPENSE-TUITION	10,203	7,500	7,500	10,000
101-10-1401	2252	INTERVIEW EXPENSE	2,961	2,000	2,000	2,000
101-10-1401	2450	LIAB, FIRE & OTHERS INS.	898,925	1,161,100	1,161,100	1,068,600
101-10-1401	2452	EMPLOYMENT SCREENING	6,289	7,500	7,500	7,500
101-10-1401	2455	PHYSICAL EXAMS	4,559	3,500	3,500	3,500
OPERATING EXPENDITURES:			1,088,381	1,337,750	1,357,956	1,339,490

HUMAN RESOURCES

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-10-1401	3860	C/O-OFFICE EQUIPMENT	10,764	6,200	6,200	-
CAPITAL OUTLAY EXPENDITURES:			10,764	6,200	6,200	-
GENERAL FUND - HUMAN RESOURCES TOTAL:			1,785,927	2,056,977	2,117,416	2,327,211
101-10-1401	1098	OPEB-FUTURE RETIREES -FT	984,600	984,600	984,600	1,200,000
OPEB IRREVOCABLE TRUST FUND - HUMAN RESOURCES TOTAL:			984,600	984,600	984,600	1,200,000

EMPLOYEE BENEFITS

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
735-10-1402	2421	LIFE INSURANCE	44,617	62,268	45,072	63,606
735-10-1402	2422	DISABILITY INSURANCE	140,420	188,319	143,379	207,658
735-10-1402	2424	UNEMPLOYMENT INSURANCE	176,703	120,000	136,230	120,000
735-10-1402	2425	VISION INSURANCE- PT	4,343	6,502	7,207	8,618
735-10-1402	2426	VISION INSURANCE	36,933	37,945	31,301	41,559
735-10-1402	2427	MEDICARE COVERAGE	343,678	324,678	316,194	396,352
735-10-1402	2428	COUNCIL'S CONTRIBUTIONS	68,084	30,308	92,549	41,066
735-10-1402	2430	WORKER'S COMPENSATION	1,095,681	1,350,256	1,350,256	1,774,816
735-10-1402	2431	MEDICAL INSURANCE - FT	2,712,092	3,115,531	2,562,353	3,658,124
735-10-1402	2432	MEDICAL INSURANCE - PT	140,746	160,800	156,484	201,000
735-10-1402	2433	MEDICAL INSURANCE - RETIREES	1,683,567	1,829,400	1,781,453	1,989,400
735-10-1402	2434	DENTAL INSURANCE - FT	227,332	256,994	182,604	281,520
735-10-1402	2435	DENTAL INSURANCE - PT	44,828	59,529	46,913	72,369
735-10-1402	2436	MEDICAL INS - OPEB	1,610,600	1,610,600	1,610,600	1,826,000
735-10-1402	2440	RETIREMENT CONTRIBUTION	5,448,153	6,383,242	5,345,208	7,523,584
735-10-1402	2444	401A CONTRIBUTIONS	99,761	133,400	96,884	189,410
EMPLOYEE BENEFIT FUND TOTAL:			13,877,537	15,669,771	13,904,688	18,395,082

EMPLOYEE BENEFITS

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
135-10-1402	2161	ADMINISTRATIVE COSTS	14,060	3,000	-	3,000
935-10-1402	2161	ADMINISTRATIVE COSTS	43,618	8,500	-	8,500
OTHER POST EMPLOYEMENT BENEFITS FUND TOTAL:			57,677	11,500	-	11,500

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 goals and objectives:
 - *Long-term financial forecasting*
 - *Assessment of technology for efficiency in processes*
 - *Customer Service Training*
- Evaluate strategies to manage the rising pension costs and possible funding options of the unfunded pension liabilities
- Evaluate and update fiscal policies and procedures
- Full canvass of animal licenses
- Fee Study and Cost Allocation Study

Budget Program: Finance, 1501

Full Time Positions

Part Time Positions

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Director of Finance/City Treasurer (a)	0.59	0.59	96,980	96,975	Account Clerk II	910	1,820	1	1	23,818	50,004
Controller/Deputy Treasurer (b)	0.57	0.57	78,280	78,284							
Senior Accountant (c)	0.77	1.74	69,732	149,402							
Purchasing Agent	0.97	0.00	73,043	-							
Payroll Specialist (d)	0.96	0.96	75,409	75,410							
Financial Analyst	0.00	1.00	-	71,400							
Account Clerk III (e) (f)	1.85	1.85	123,524	123,522							
Account Clerk II (g)	4.25	4.25	232,234	251,248							
(a) 20% 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; 6% Prop C Admin, 5% Childcare - CDE, 5% Childcare - Stage 1											
(d) 3% Prop C Admin, 1% Childcare											
(e) 5% Prop C Admin, 4% SR Grant, 3% Childcare, 3% Childcare - Stage 1											
(f) +1 Account Clerk III - 85% Water Fund, 15% Sewer											
(g) 60% Water, 7% Prop C Admin, 5% Sewer, 3% Childcare - CDE											
TOTAL	9.96	10.96	749,202	846,241	TOTAL	910	1,820	1	1	23,818	50,004

FINANCE
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2050	Publications: Subscriptions to the California Municipal Statistics, CAFR filing fee, State Controller's Audit Confirmation fee, The Kiplinger Letter, and financial guideline updates	\$ 1,800
2080	Contract Services - Non-Classified:	112,500
	<i>Cash carrier</i>	6,600
	<i>Property tax and sales tax related estimates & reports</i>	47,800
	<i>Utility user and franchise tax compliance audits & reports</i>	25,000
	<i>Cost recovery of State Mandates</i>	13,000
	<i>Pension Obligations Actuarial Study - GASB 68</i>	2,800
	<i>Security system</i>	1,300
	<i>Post employment benefits - GASB 75 & GASB 68</i>	16,000
2084	Contract Services - Animal Control: Animal Control (annual services, full canvass); expenses relating to animal licensing	608,700
2089	Contract Services - Financial System: Financial accounting, billing, and reporting systems maintenance	155,350
2110	Conferences & Meetings: California Society of Municipal Finance Officers (CSMFO), California Revenue Business Tax Association (CMRTA), California Association of Public Purchasing Officers (CAPPO), JPIA annual conference, and local meetings	10,000

FINANCE
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2081	Contract Services - Special Study Fee Study and Cost Allocation Plan	75,000
2111	Memberships:	1,550
	<i>Government Finance Officers Association</i>	900
	<i>California Society of Municipal Finance Officers</i>	350
	<i>California Municipal Revenue Tax Association</i>	100
	<i>California Association of Public Purchasing Officials</i>	100
	<i>COSTCO</i>	100
2400	Audit Fees: Audit contract with independent accountants for City audit requirements	51,320
2609	Los Angeles County Administrative Cost: Property tax administrative cost	3,500

FINANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-10-1501	1020	SALARIES & WAGES	736,772	749,202	743,375	846,241
101-10-1501	1030	PART TIME WAGES	52,546	23,818	34,696	50,004
101-10-1501	1048	MEDICAL OPT-OUT-GEN. UNIT	17,154	19,440	24,227	26,640
101-10-1501	1049	BILINGUAL/CERTIFICATION PAY	3,397	3,413	3,531	3,413
101-10-1501	1052	AUTO ALLOWANCE	3,218	2,808	2,891	3,222
101-10-1501	1054	CELLPHONE ALLOWANCE	-	-	1,190	-
101-10-1501	1060	PAID SICK LEAVE	9,102	21,600	13,951	7,973
101-10-1501	1065	ACCRUED PAID VACATION	14,004	23,740	34,900	34,853
101-10-1501	1075	SEVERANCE PAY	-	-	10,000	-
101-10-1501	1074	EMPLOYEE AWARDS	480	-	-	-
101-10-1501	1078	MANAGEMENT BENEFIT 401A	5,963	5,446	5,536	5,445
101-10-1501	1080	MEDICARE	12,244	12,500	12,677	14,389
101-10-1501	1081	MGMT BENEFIT/MEDICAL	13,588	12,632	12,814	14,568
101-10-1501	1083	PERS - EMPLOYER PORTION	230,176	256,489	250,040	309,647
101-10-1501	1085	LIFE INSURANCE	2,010	2,723	1,935	2,516
101-10-1501	1088	L-T DISABILITY INSURANCE	6,451	7,567	6,338	8,547
101-10-1501	1090	MEDICAL INS - FT EMPLOYEES	81,327	87,407	85,367	100,855
101-10-1501	1090M	MEDICAL INS - MANAGEMENT	-	-	5,469	9,865
101-10-1501	1091	DENTAL INS - FT EMPLOYEES	7,123	8,478	6,896	8,478
101-10-1501	1092	VISION INS - FT EMPLOYEES	1,434	1,349	1,409	1,349
101-10-1501	1093	MEDICAL INS - PT EMPLOYEES	134	4,020	3,196	4,020

FINANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-10-1501	1094	DENTAL INS - PT EMPLOYEES	486	1,318	1,167	1,318
101-10-1501	1095	MEDICAL INS - RETIREES	94,466	98,200	94,612	96,900
101-10-1501	1096	UNEMPLOYMENT INSURANCE	653	5,000	2,694	5,000
101-10-1501	1097	WORKER'S COMPENSATION	9,984	13,252	13,464	18,138
101-10-1501	1999	ALLOCTED PAYROLL	(2,464)	(29,199)	(29,199)	-
PERSONNEL EXPENDITURES:			1,300,248	1,331,203	1,343,175	1,573,381

FINANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-10-1501	2050	PUBLICATIONS	1,611	1,800	1,800	1,800
101-10-1501	2080	CONTRACT SVC/NON-CLASS	99,253	93,040	93,040	112,500
101-10-1501	2081	CONTRACT SVC/SPECIAL STUDIES	-	-	-	75,000
101-10-1501	2084	CONTRACT SVC/ANIMAL CONTROL	530,216	536,290	536,290	608,700
101-10-1501	2089	FINANCIAL SYST MAINT & SUPPORT	127,160	143,600	143,600	155,350
101-10-1501	2110	CONFERENCES & MEETINGS	5,240	4,000	4,000	10,000
101-10-1501	2111	MEMBERSHIPS	1,879	1,370	1,370	1,550
101-10-1501	2113	MILEAGE REIMBURSEMENT	17	100	100	100
101-10-1501	2130	OFFICE EQPT MTCE	1,066	800	800	800
101-10-1501	2140	OFFICE SUPPLIES	16,436	18,000	18,000	18,000
101-10-1501	2141	POSTAGE	7,953	8,000	8,000	8,000
101-10-1501	2190	TELEPHONE & FAX	5,485	10,000	5,500	10,000
101-10-1501	2220	VEHICLE MTCE & SUPPLIES	1,984	2,100	1,500	2,210
101-10-1501	2240	DUPLICATING SERVICE CHG	1,188	1,000	1,000	1,000
101-10-1501	2250	TRAINING EXPENSE	860	1,000	1,000	1,000
101-10-1501	2400	AUDIT FEES	45,886	46,780	46,780	51,320
101-10-1501	2490	BANK SERVICE CHARGES	21,169	27,000	27,000	27,000
101-10-1501	2609	LA CO ADMIN COST/PROP TAX	3,453	3,500	3,331	3,500
OPERATING EXPENDITURES:			870,857	898,380	893,111	1,087,830

FINANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-10-1501	3860	C/O-OFFICE EQUIPMENT	14,610	-	600	-
CAPITAL OUTLAY EXPENDITURES:			14,610	-	600	-
GENERAL FUND - FINANCE TOTAL:			2,185,715	2,229,583	2,236,886	2,661,211

Budget Program: Prop C - Administration, 1527

Full Time Positions

Part Time Positions

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Director of Finance/City Treasurer (a)	0.05	0.05	8,219	8,219							
Director of Community Development	0.01	0.00	1,585	-							
Controller/Deputy Treasurer (b)	0.08	0.08	10,987	10,988							
Senior Accountant (c)	0.03	0.06	2,717	5,182							
Purchasing Agent (d)	0.03	0.00	2,259	-							
Payroll Specialist (e)	0.03	0.03	2,357	2,357							
Account Clerk III (f)	0.05	0.05	3,339	3,339							
Account Clerk II (g)	0.07	0.07	3,908	4,213							
(a) 59% Finance, 20% SA-RDA; 5% CDBG; 9% Water, 1% Childcare, 1% Childcare - Stage 1											
(b) 57% Finance, 10% Water; 10% CDBG; 10% SA-RDA, 5% Sewer											
(c) 174% Finance, 10% Water; 5% Childcare - CDE, 5% Childcare - Stage 1											
(d) 97% Finance											
(e) 96% Finance, 1% Childcare											
(f) 185% Finance, 4% SR Grant, 3% Childcare - CDE, 3% Childcare - Stage 1											
(g) 425% Finance, 60% Water, 5% Sewer, 3% Childcare - CDE											
TOTAL	0.35	0.34	35,371	34,298	TOTAL	-	-	-	-	-	-

FINANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
PROP C ADMINISTRATIVE COST:						
227-10-1527	1020	SALARIES & WAGES	28,215	35,371	35,777	34,298
227-10-1527	1048	MEDICAL OPT-OUT-GEN. UNIT	130	216	477	216
227-10-1527	1049	BILINGUAL/CERTIFICATION PAY	17	46	16	46
227-10-1527	1052	AUTO ALLOWANCE	205	288	224	132
227-10-1527	1054	CELLPHONE ALLOWANCE	-	-	33	-
227-10-1527	1060	PAID SICK LEAVE	470	700	780	453
227-10-1527	1065	ACCRUED PAID VACATION	526	690	-	-
227-10-1527	1078	MANAGEMENT BENEFIT 401A	466	613	571	549
227-10-1527	1080	MEDICARE	446	540	549	508
227-10-1527	1081	MGMT BENEFIT/MEDICAL	1,268	1,550	1,724	1,768
227-10-1527	1083	PERS - EMPLOYER PORTION	8,760	12,114	11,995	12,554
227-10-1527	1085	LIFE INSURANCE	81	141	112	128
227-10-1527	1088	LONG-TERM DISABILITY INSURANCE	237	358	317	347
227-10-1527	1090	MEDICAL INS - FT EMPLOYEES	2,301	3,596	2,596	2,970
227-10-1527	1090M	MEDICAL INS - MANAGEMENT	-	-	289	836
227-10-1527	1091	DENTAL INS - FT EMPLOYEES	267	378	330	366
227-10-1527	1092	VISION INS - FT EMPLOYEES	60	83	74	79
227-10-1527	1097	WORKER'S COMPENSATION	420	512	516	602
227-10-1527	2450	GENERAL LIABILITY INSURANCE	-	598	-	486
PROP C FUND SUBTOTAL:			43,868	57,794	56,379	56,338

FINANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
745-10-1501	3860	C/O-OFFICE EQUIPMENT	2,989	-	-	-
COMPUTER REPLACEMENT FUND - FINANCE TOTAL:			2,989	-	-	-
FINANCE TOTAL (ALL FUNDS):			2,232,573	2,287,377	2,293,265	2,717,549

CITY - DEBT SERVICE FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
320-95-1515	2161	ADMINISTRATIVE COST	1,295	2,800	2,800	2,800
320-95-1515	2491	INTEREST EXPENSE	153,331	135,332	135,332	124,288
320-95-1515	2492	PRINCIPAL EXPENSE	450,000	465,000	465,000	475,000
13A LEASE REVENUE BONDS			604,626	603,132	603,132	602,088
320-95-1516	2161	ADMINISTRATIVE COST	1,610	2,800	2,800	2,800
320-95-1516	2491	INTEREST EXPENSE	199,750	173,750	173,750	146,750
320-95-1516	2492	PRINCIPAL EXPENSE	650,000	675,000	650,000	705,000
13B LEASE REVENUE BONDS			851,360	851,550	826,550	854,550
320-95-1519	2491	INTEREST EXPENSE	192,812	183,775	183,775	173,187
320-95-1519	2492	PRINCIPAL EXPENSE	216,127	226,242	226,242	236,830
CITY OWNED STREET LIGHTS - LOAN			408,939	410,017	410,017	410,017

CITY - DEBT SERVICE FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
320-95-1520	2602	BOND DISCOUNT	73,938	-	-	-
320-95-1520	2603	ISSUANCE COST	131,882	-	-	-
320-95-1520	2161	ADMINISTRATIVE COST	500	-	1,640	1,800
320-95-1520	2491	INTEREST EXPENSE	413,666	466,750	466,750	441,500
320-95-1520	2492	PRINCIPAL EXPENSE	560,000	505,000	505,000	530,000
320-90-9441	3990	TRANSFER TO CAPITAL FUND	12,288,226	-	-	-
19A MEASURE M BONDS			13,468,213	971,750	973,390	973,300
320-95-1521	2602	BOND DISCOUNT	62,674	-	-	-
320-95-1521	2603	ISSUANCE COST	118,162	-	-	-
320-95-1521	2161	ADMINISTRATIVE COST	500	-	1,500	1,800
320-95-1521	2491	INTEREST EXPENSE	366,718	413,850	413,850	391,350
320-95-1521	2492	PRINCIPAL EXPENSE	495,000	450,000	450,000	470,000
320-90-9440	3990	TRANSFER TO CAPITAL FUND	10,896,370	-	-	-
19B MEASURE R BONDS			11,939,425	863,850	865,350	863,150
CITY - DEBT SERVICE FUND TOTAL:			27,272,563	3,700,299	3,678,439	3,703,105

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 20-21	FY 21-22	FY 20-21	FY 21-22	Position Title	FY 20-21	FY 21-22	FY 20-21	FY 21-22	FY 20-21	FY 21-22
	Adopted Allocation	Proposed Allocation	Budgeted Salary	Budgeted Salary		Adopted Hours	Proposed Hours	Number of PT Positions	Number of PT Positions	Budgeted Wages	Budgeted Wages
Director of Public Safety	1.00	1.00	164,371	164,364	Public Safety Officer II	1,040	3,952	1	2	34,950	132,778
Public Safety Manager	0.00	1.00	-	108,720	Public Safety Officer I	27,565	44,358	19	25	702,965	1,131,129
Management Analyst	2.00	2.00	137,146	143,992	Public Safety Dispatcher	8,958	8,958	7	7	202,123	202,093
Public Safety Officer III (a)	2.50	2.50	204,136	204,930							
Public Safety Technician	1.00	1.00	73,404	73,404							
Office Assistant III	1.00	1.00	69,314	66,287							
Office Assistant II	1.00	1.00	56,576	56,580							
(a) 50% Emergency Preparedness											
TOTAL	8.50	9.50	704,947	818,277	TOTAL	37,563	57,268	27	34	940,038	1,466,000

PUBLIC SAFETY
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2059	City Prosecutor: Legal counsel to prosecute cases for misdemeanor citations issued by Public Safety Officers- pilot project	\$ 45,000
2080	Contract Services - Miscellaneous:	155,400
	<i>Parking citation processing</i>	150,500
	<i>District Attorney's Office - Filing Fees</i>	2,500
	<i>Administrative citation processing</i>	2,400
2081	Contract Services- Special Study Citywide Parking Study	10,000
2090	Equipment Maintenance & Supplies: Radio equipment maintenance and repair services	3,000
2170	Special Materials & Supplies: Miscellaneous supplies for vehicles, parking citations, notices of violation, rental equipment, radio equipment repairs, and other enforcement related supplies. Replacement of expired ballistic vests for Officers.	21,000
2230	Programs & Activities: 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.	30,000

PUBLIC SAFETY
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2401	Special Fees - Parking Citations Surcharges: Los Angeles Superior Court - State mandated parking citation surcharge fees of \$12.50 per citation paid	200,000
3880	Capital Outlay - Miscellaneous Other: <i>Expand existing equipment/bike storage, new (carry-over)</i>	195,000 20,000
	<i>Replacement of 60 LASD vehicle and handheld radios used by Public Safety office (due to Countywide replacement of hardware and transition to new digital repeater system using subscription based service fees, (no asset no.) (87.5% GF, 12.5% JAG)</i>	175,000
222-3880	Capital Outlay-Miscellaneous Other: <i>MDC units for new Public Safety vehicles and associated ongoing service and support, (4) new</i>	36,400 31,200
	<i>LASD vehicle and handheld radios for (4) new vehicles, new</i>	5,200
224-2104-3880	Capital Outlay-Miscellaneous Other: MDC unit lease for Public Safety vehicles and associated ongoing service and support. FY 20 JAG (carry-over)	28,007

PUBLIC SAFETY
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
224-2106-3880	Capital Outlay-Miscellaneous Other: MDC units for Public Safety vehicles and associated ongoing service and support. FY 19 JAG (carry-over)	24,241
224-2108-3880	Capital Outlay-Miscellaneous Other: Replacement of 60 LASD vehicle and handheld radios used by Public Safety office (due to Countywide replacement of hardware and transition to new digital repeater system using subscription based service fees, (no asset no.) (87.5% GF, 12.5% JAG) FY 2021 JAG	25,000
746-2152	Vehicle Lease: Annual lease payment for (11) vehicles	135,357
746-3820	Capital Outlay - Automotive: Public Safety replacement vehicles - aftermarket equipment <i>Aftermarket equipment for unit replacing no. 4564 (asset no. 13095)</i> <i>Aftermarket equipment for unit replacing no. 4565 (asset no. 13096)</i> <i>Aftermarket equipment for unit replacing no. 4576 (asset no. 12303)</i> <i>Aftermarket equipment for (4) four new patrol units</i>	52,500 7,500 7,500 7,500 30,000

PUBLIC SAFETY

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-20-2101	1020	REG SALARIES & WAGES	633,047	704,947	688,343	818,277
101-20-2101	1030	PART TIME WAGES	1,216,870	940,038	940,117	1,466,000
101-20-2101	1040	OVERTIME SALARY & WAGES	49,265	30,000	28,541	20,000
101-20-2101	1048	MEDICAL OPT-OUT GEN. UNIT	300	-	3,600	7,200
101-20-2101	1049	BILINGUAL/CERTIFICATION PAY	15,893	13,876	15,996	13,975
101-20-2101	1052	AUTO ALLOWANCE	3,200	4,800	3,200	5,280
101-20-2101	1054	CELLPHONE ALLOWANCE	-	-	1,823	-
101-20-2101	1065	ACCRUED PAID VACATION	6,415	9,520	58,308	53,539
101-20-2101	1074	EMPLOYEE AWARDS	-	-	816	-
101-20-2101	1078	MANAGEMENT BENEFIT 401A	4,634	6,815	5,082	8,450
101-20-2101	1080	MEDICARE	27,448	24,506	25,314	34,816
101-20-2101	1081	MGMT BENEFIT/MEDICAL	4,269	6,815	6,322	8,450
101-20-2101	1083	PERS - EMPLOYER PORTION	198,187	241,337	232,094	299,412
101-20-2101	1084	UNIFORM ALLOWANCE	21,266	12,000	10,879	12,000
101-20-2101	1085	LIFE INSURANCE	849	1,974	1,511	2,764
101-20-2101	1088	LONG-TERM DISABILITY INSURANCE	5,029	7,120	5,754	8,263
101-20-2101	1090	MEDICAL INS - FT EMPLOYEES	103,258	122,917	106,795	106,297
101-20-2101	1090M	MEDICAL INS - MANAGEMENT	-	-	8,917	50,339
101-20-2101	1091	DENTAL INS - FT EMPLOYEES	9,741	9,927	9,264	9,927
101-20-2101	1092	VISION INS - FT EMPLOYEES	2,411	1,504	3,732	1,716
101-20-2101	1093	MEDICAL INS - PT EMPLOYEES	34,030	48,240	42,504	54,270
101-20-2101	1094	DENTAL INS - PT EMPLOYEES	11,681	15,518	15,899	25,050
101-20-2101	1095	MEDICAL INS - RETIREES	98,354	111,600	107,519	113,900

PUBLIC SAFETY

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-20-2101	1096	UNEMPLOYMENT INSURANCE	13,131	30,000	29,752	30,000
101-20-2101	1097	WORKER'S COMPENSATION	47,424	67,011	67,812	86,940
101-20-2101	1100	ACA AFFORDABILITY STIPEND	60	-	-	-
101-20-2101	1999	ALLOCATED PAYROLL	(49,056)	(134,724)	(53,008)	-
PERSONNEL EXPENDITURES:			2,457,706	2,275,741	2,366,887	3,236,865

PUBLIC SAFETY

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-20-2101	2059	CITY PROSECUTOR	-	35,000	35,000	45,000
101-20-2101	2065	CONTRA SERV-SHERIFF DEPT	-	-	2,000	-
101-20-2101	2080	CONTRACT SVC/NON-CLASS	145,073	119,700	138,300	155,400
101-20-2101	2081	CONTRACT SVC/SPECIAL STUDY	-	50,000	40,000	10,000
101-20-2101	2090	EQUIP MTCE SUPPLIES	692	3,000	3,000	3,000
101-20-2101	2110	CONFERENCES & MEETINGS	465	2,300	2,300	2,300
101-20-2101	2111	MEMBERSHIPS	415	500	500	500
101-20-2101	2130	OFFICE EQPT MTCE	1,104	1,000	1,200	1,200
101-20-2101	2140	OFFICE SUPPLIES	11,871	7,000	7,000	7,000
101-20-2101	2141	POSTAGE	5,909	11,000	5,000	6,000
101-20-2101	2160	SPECIAL FEES - SERVICES	292	55,800	55,800	-
101-20-2101	2170	SPECIAL MAT'LS - SUPPLIES	18,151	15,300	15,000	21,000
101-20-2101	2190	TELEPHONE & FAX	14,898	18,600	19,600	14,600
101-20-2101	2220	VEHICLE MTCE & SUPPLIES	183,604	183,400	176,037	192,570
101-20-2101	2225	VEHICLE MTCE - LEASED VEH	308	3,950	1,302	5,608
101-20-2101	2230	PROGRAMS & ACTIVITIES	36,014	30,000	8,000	30,000
101-20-2101	2240	DUPLICATING SERVICE CHG	3,948	3,200	1,600	2,000
101-20-2101	2250	TRAINING EXPENSE	3,758	5,700	1,000	5,700
101-20-2101	2401	SPECIAL FEES - PARKING CITATIONS SURCHARGES	138,872	160,000	196,000	200,000
OPERATING EXPENDITURES:			565,374	705,450	708,639	701,878

PUBLIC SAFETY

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-20-2101	3860	C/O-OFFICE EQUIPMENT	12,719	-	-	-
101-20-2101	3880	MISCELLANEOUS OTHER	-	50,660	30,660	195,000
CAPITAL OUTLAY EXPENDITURES:			12,719	50,660	30,660	195,000
PUBLIC SAFETY ADMINISTRATION TOTAL:			3,035,799	3,031,851	3,106,185	4,133,743
 <u>VOLUNTEER SERVICES:</u>						
101-20-2106	1084	UNIFORM ALLOWANCE	2,060	5,000	5,000	5,000
101-20-2106	2170	SPECIAL MAT'LS-SUPPLIES	4,586	8,000	-	8,000
101-20-2106	2230	PROGRAMS & ACTIVITIES	3,629	5,000	200	5,000
VOLUNTEER SERVICES TOTAL:			10,275	18,000	5,200	18,000
GENERAL FUND - PUBLIC SAFETY TOTAL:			3,046,074	3,049,851	3,111,385	4,151,743

PUBLIC SAFETY

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
746-20-2101	2152	VEHICLE LEASE	2,987	57,500	22,578	135,357
746-20-2101	3820	C/O-AUTOMOTIVE	-	40,000	27,140	52,500
CAPITAL OUTLAY EXPENDITURES:			2,987	97,500	49,718	187,857
VEHICLE REPLACEMENT FUND - PUBLIC SAFETY TOTAL:			2,987	97,500	49,718	187,857
PUBLIC SAFETY TOTAL (ALL FUNDS):			3,049,061	3,147,351	3,161,103	4,339,600

OFFICE OF TRAFFIC SAFETY MISC. GRANTS FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
212-20-2101	2250	TRAINING EXPENSE	(17)	-	-	-
OPERATING EXPENDITURES:			(17)	-	-	-
OTS MINI GRANTS TOTAL:			(17)	-	-	-

Budget Program: Public Safety - COPS Grant Fund, 2101

Full Time Positions

Part Time Positions

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Public Safety Officer III (a)	0.75	0.75	60,268	61,482							
TOTAL	0.75	0.75	60,268	61,482	TOTAL	-	-	-	-	-	-

PUBLIC SAFETY - COPS GRANT FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
222-20-2101	1020	REG SALARIES & WAGES	72,373	60,268	34,730	61,482
222-20-2101	1040	OVERTIME SALARY & WAGES	3,485	-	471	-
222-20-2101	1048	MEDICAL OPT-OUT-GEN. UNIT	1,060	-	-	-
222-20-2101	1049	BI-LINGUAL/CERTIFICATION PAY	1,131	975	571	975
222-20-2101	1065	ACCRUED PAID VACATION	1,908	-	598	-
222-20-2101	1054	CELLPHONE ALLOWANCE	-	-	9	-
222-20-2101	1080	MEDICARE	1,099	888	527	905
222-20-2101	1083	PERS - EMPLOYER PORTION	23,023	20,633	11,824	22,497
222-20-2101	1085	LIFE INSURANCE	239	234	108	238
222-20-2101	1088	LONG-TERM DISABILITY INSURANCE	550	609	251	621
222-20-2101	1090	MEDICAL INS - FT EMPLOYEES	14,461	14,400	7,905	14,400
222-20-2101	1091	DENTAL INS - FT EMPLOYEES	1,000	876	481	876
222-20-2101	1092	VISION INS - FT EMPLOYEES	130	114	62	114
222-20-2101	1097	WORKER'S COMPENSATION	648	873	888	1,078
PERSONNEL EXPENDITURES:			121,107	99,870	58,426	103,186
222-20-2101	2170	SPECIAL MAT'LS-SUPPLIES	(1,521)	-	-	-
222-20-2101	2450	LIAB, FIRE & OTHERS INS.	-	1,020	-	-
OPERATING EXPENDITURES:			(1,522)	1,020	-	-

PUBLIC SAFETY - COPS GRANT FUND

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
222-20-2101	3880	C/O - OTHER EQUIPMENT	-	-	-	36,400
CAPITAL OUTLAY EXPENDITURES:			-	-	-	36,400
COPS GRANT FUND TOTAL:			119,585	100,890	58,426	139,586

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

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
224-20-2104	3880	C/O-MISCELLANEOUS OTHER - JAG 2020 DJ-BX-0792	7,590	-	-	28,007
224-20-2105	3880	C/O-MISCELLANEOUS OTHER - JAG 2018 - DJ-BX-0750	12,393	28,285	15,043	-
224-20-2106	3880	C/O-MISCELLANEOUS OTHER - JAG 2019 - DJ-BX-0322	-	29,419	5,177	24,241
224-20-2107	3880	C/O-MISCELLANEOUS OTHER - JAG 2017 - DJ-BX-0448	28,702	16,007	-	-
224-20-2108	3880	C/O-MISCELLANEOUS OTHER - JAG 2021 - DJ-BX-TBD	-	-	-	25,000
CAPITAL OUTLAY EXPENDITURES			48,685	73,711	20,220	77,248
224-20-2198	1040	OVERTIME SALARY & WAGES	6,091	-	-	-
PERSONNEL EXPENDITURES:			6,091	-	-	-

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

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
224-20-2198	2061	CUSTODIAL SUPPLIES	9,655	-	-	-
224-20-2198	2080	CONTRACT SVC/NON-CLASS	33,638	-	-	-
224-20-2198	2089	COMP SYST MAINT & SUPPORT	4,674	-	-	-
224-20-2198	2170	SPECIAL MAT'LS-SUPPLIES	40,728	-	-	-
OPERATING EXPENDITURES:			88,696	-	-	-
TOTAL JAG VD-BX-1554			94,787	-	-	-
JUVENILE ASSISTANCE GRANT FUND TOTAL:			143,472	73,711	20,220	77,248

Budget Program: Public Safety - CalRecycle Fund, 223-4107

Full Time Positions

Part Time Positions

Position Title	FY 20-21	FY 21-22	FY 20-21	FY 21-22	Position Title	FY 20-21	FY 21-22	FY 20-21	FY 21-22	FY 20-21	FY 21-22
	Adopted Allocation	Proposed Allocation	Budgeted Salary	Budgeted Salary		Adopted Hours	Proposed Hours	Number of PT Positions	Number of PT Positions	Budgeted Wages	Budgeted Wages
Maintenance Worker III (a)	0.67	0.00	46,832	-							
Maintenance Worker II (a)	0.67	0.00	42,300	-							
(a) 100% Homeless Outreach											
TOTAL	1.34	0.00	89,132	0	TOTAL	-	-	-	-	-	-

CAL RECYCLE GRANT

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
223-20-4107	1020	SALARIES & WAGES	45,242	89,132	88,535	-
223-20-4107	1048	MEDICAL OPT-OUT-GEN. UNIT	616	4,824	6,645	-
223-20-4107	1049	BILINGUAL/CERTIFICATION PAY	54	436	596	-
223-20-4107	1060	PAID SICK LEAVE	-	2,300	980	-
223-20-4107	1065	ACCRUED PAID VACATION	-	3,120	-	-
223-20-4107	1080	MEDICARE	650	1,447	1,457	-
223-20-4107	1083	PERS - EMPLOYER PORTION	13,681	30,514	26,736	-
223-20-4107	1085	LIFE INSURANCE	131	346	418	-
223-20-4107	1088	LONG-TERM DISABILITY INSURANCE	315	900	966	-
223-20-4107	1090	MEDICAL INS - FT EMPLOYEES	5,545	12,864	12,787	-
223-20-4107	1091	DENTAL INS - FT EMPLOYEES	385	783	1,081	-
223-20-4107	1092	VISION INS - FT EMPLOYEES	50	102	140	-
223-20-4107	1097	WORKER'S COMPENSATION	-	1,291	1,308	-
223-20-4107	1999	ALLOCATED PAYROLL	47,264	-	-	-
PERSONNEL EXPENDITURES:			113,933	148,058	145,388	-

CAL RECYCLE GRANT

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
223-20-4107	2080	CONTRACT SVC/NON-CLASS	5,520	11,473	15,651	-
223-20-4107	2450	LIAB, FIRE & OTHERS INS.	-	1,508	-	-
OPERATING EXPENDITURES:			5,520	12,981	15,651	-
CALRECYCLE GRANT FUND - PUBLIC SAFETY TOTAL:			119,453	161,039	161,039	-

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, in order 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 maintaining 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

- Seek reimbursement of all eligible costs associated with the City's response to the COVID-19 pandemic through funding allowed via the Federal Emergency Management Agency (FEMA)
- 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.
- Continue ongoing citywide employee training in NIMS and SEMS as required for disaster service workers.
- 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 21-22 COST
2080	Contract Services - Miscellaneous:	\$ 33,000
	<i>Consultant services for preparation of Local Hazard Mitigation Plan (\$75,000 OES grant fund; \$15,000 general fund)</i>	<i>15,000</i>
	<i>Emergency Alert notification subscription service - annual fee</i>	<i>18,000</i>
2111	Memberships:	10,755
	<i>Area E Disaster Management JPA Annual Assessment</i>	<i>10,530</i>
	<i>California Emergency Services Association</i>	<i>225</i>
2170	Special Supplies & Materials:	5,000
	Community preparedness public education materials and giveaways, pamphlets, and brochures	
2230	Programs & Activities:	4,000
	Advanced and Basic CERT, Camp at Home, Great Shake Out, senior and youth preparedness workshops	
2250	Training Expense:	5,000
	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	
221-2080	Contract Services	50,000
	OES Grant - 75% cost towards the consultant preparation of the Local Hazard Mitigation Plan	

EMERGENCY PREPAREDNESS

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-20-2102	1020	REG SALARIES & WAGES	21,640	80,189	29,377	80,346
101-20-2102	1049	BI-LINGUAL/CERTIFICAT PAY	191	650	243	650
101-20-2102	1054	CELLPHONE ALLOWANCE	-	-	32	-
101-20-2102	1074	EMPLOYEE'S AWARDS	256	-	-	-
101-20-2102	1080	MEDICARE	316	1,163	430	1,165
101-20-2102	1083	PERS - EMPLOYER'S PORTION	6,784	27,453	9,922	29,399
101-20-2102	1085	LIFE INSURANCE	62	312	100	312
101-20-2102	1088	LONG-TERM DISABILITY INSURANCE	154	810	231	812
101-20-2102	1090	MEDICAL INS - FT EMPLOYEES	4,045	12,438	6,081	12,540
101-20-2102	1091	DENTAL INS - FT EMPLOYEES	316	1,168	443	1,168
101-20-2102	1092	VISION INS - FT EMPLOYEES	41	152	57	152
101-20-2102	1097	WORKER'S COMPENSATION	408	1,161	1,176	1,409
PERSONNEL EXPENDITURES:			34,213	125,496	48,091	127,953

EMERGENCY PREPAREDNESS

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-20-2102	2080	CONTRACT SVC/NON-CLASS	19,050	43,000	43,000	33,000
101-20-2102	2110	CONFERENCES & MEETINGS	7,093	-	6,000	6,000
101-20-2102	2111	MEMBERSHIPS	10,529	10,755	10,755	10,755
101-20-2102	2170	SPECIAL MAT'LS-SUPPLIES	3,857	5,000	5,000	5,000
101-20-2102	2190	TELEPHONE & FAX	1,009	3,000	1,100	3,000
101-20-2102	2192	ROUTERS, INTERNET, DSL	-	1,000	1,000	1,000
101-20-2102	2230	PROGRAMS & ACTIVITIES	506	4,000	300	4,000
101-20-2102	2250	TRAINING EXPENSE	8	5,000	-	5,000
OPERATING EXPENDITURES:			42,052	71,755	67,155	67,755
GENERAL FUND - EMERGENCY PREPAREDNESS & EOC TOTAL:			76,265	197,251	115,246	195,708

EMERGENCY PREPAREDNESS

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
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FEDERAL EMERGENCY MANAGEMENT AGENCY MITIGATION PLAN

221-20-2102	2080	CONTRACT SERVICES	-	75,000	25,000	50,000
OPERATING EXPENDITURES:			-	75,000	25,000	50,000
FEMA MITIGATION PLAN FUND TOTAL:			-	75,000	25,000	50,000
EMERGENCY PREPAREDNESS & EOC TOTAL (ALL FUNDS)			76,265	272,251	140,246	245,708

LA COUNT SHERIFFS

ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2065	Contract Services - Sheriff's Department: Traffic and general law enforcement services provided by the Los Angeles County Sheriff's Department. <i>General LASD Contract including service enchantments of additional 70hr General Field Patrol, Motorcycle Deputy and second Norwalk Enforcement Team (NET)</i>	\$ 15,569,892
2067	Contract Services - Sheriff LTF: Liability Trust fund contribution for general LASD contract - LTF	1,550,568
222-2058	Contract Services - Sheriff Dept. (SRD): School Resource Deputy assigned to John Glen and Norwalk high schools. Represents 50% of the cost shared with NLMUSD.	108,661
222-2065	Contract Services - Sheriff Dept. Sheriff's department crime suppression and overtime	75,000

LA COUNTY SHERIFF

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-20-2111	2058	CONTRACT SERV-SHERIFF(SRD)	71,362	-	-	-
101-20-2111	2065	CONTRA SERV-SHERIFF DEPT	11,499,113	12,670,947	12,670,947	15,569,892
101-20-2111	2067	CONTRA SERV-SHERIFF LTF	1,187,757	1,359,918	1,359,918	1,550,568
101-20-2111	2220	VEHICLE MTCE & SUPPLIES	-	-	1,000	1,000
OPERATING EXPENDITURES:			12,758,232	14,030,865	14,031,865	17,121,460
GENERAL FUND - LA COUNTY SHERIFFS TOTAL:			12,758,232	14,030,865	14,031,865	17,121,460
227-20-2111	2058	CONTRACT SERV-SHERIFF	-	-	22,000	46,000
OPERATING EXPENDITURES:			-	-	22,000	46,000
PROP C FUND - LA COUNTY SHERIFFS TOTAL:			-	-	22,000	46,000

LA COUNTY SHERIFF

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
222-20-2111	2058	CONTRACT SERV-SHERIFF(SRD)	-	107,108	107,108	108,661
222-20-2111	2065	CONTRA SERV-SHERIFF DEPT	26,747	100,000	50,000	75,000
222-20-2111	2066	CONTRA SERV-LA COUNTY PRO	93,261	-	-	-
OPERATING EXPENDITURES:			120,008	207,108	157,108	183,661
COPS GRANT FUND - LA COUNTY SHERIFFS TOTAL:			120,008	207,108	157,108	183,661
LA COUNTY SHERIFFS TOTAL (ALL FUNDS):			12,878,240	14,237,973	14,210,973	17,351,121

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

- 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.

PUBLIC SAFETY
Code Compliance
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2059	City Prosecutor: Legal counsel required to prosecute chronic property maintenance cases	\$ 45,000
2080	Contract Services - Non-Classified: Contract Services to collect fines from Administrative Citations (Offset by revenue account code 4261)	2,600
2085	Weed/Litter Abatement: Contract services necessary to abate weed and litter cases	15,000
2110	Conferences and Meetings: Annual CACEO Conference, San Diego (2 inspectors)	3,500
2111	Memberships: California Association of Code Enforcement Officers	900
2170	Special Materials & Supplies: Door hangers for Neighborhood Enhancement program, mini Mr. Sun material, educational pamphlets, notices/forms, signs for property postings	2,000
2250	Training: Training courses for Code Compliance Inspectors & support staff	3,000
746-2152	Vehicle Lease: Annual lease payment for (4) vehicles	25,756
746-3820	Capital Outlay - Automotive: Code Enforcement replacement vehicles - aftermarket equipment <i>Aftermarket equipment for unit replacing no. 4608, (asset no. 11542)</i>	7,500 7,500

CODE COMPLIANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-20-2204	1020	SALARIES & WAGES	497,102	524,164	525,435	534,939
101-20-2204	1030	PART TIME WAGES	36,485	63,099	64,565	155,225
101-20-2204	1040	OVERTIME SALARY & WAGES	4,592	-	-	-
101-20-2204	1045	COMP TIME PAY	1,242	-	-	-
101-20-2204	1048	MEDICAL OPT-OUT-GEN. UNIT	3,800	-	-	-
101-20-2204	1049	BILINGUAL/CERTIFICATION PAY	5,029	5,200	5,721	5,850
101-20-2204	1065	ACCRUED PAID VACATION	14,196	8,080	-	-
101-20-2204	1070	PAID SICK LEAVE ON TERMINATION	7,268	-	-	-
101-20-2204	1054	CELLPHONE ALLOWANCE	-	-	1,649	-
101-20-2204	1080	MEDICARE	7,504	8,707	8,662	10,092
101-20-2204	1083	PERS - EMPLOYER PORTION	156,145	179,445	177,747	195,736
101-20-2204	1084	EMPLOYEE' BENEFITS- UNIFORMS	2,262	2,000	1,643	2,000
101-20-2204	1085	LIFE INSURANCE	1,463	1,768	1,508	2,073
101-20-2204	1088	LONG-TERM DISABILITY INSURANCE	3,869	5,294	4,011	5,402
101-20-2204	1090	MEDICAL INS - FT EMPLOYEES	89,992	97,098	115,748	116,840
101-20-2204	1091	DENTAL INS - FT EMPLOYEES	7,324	7,008	8,171	8,176
101-20-2204	1092	VISION INS - FT EMPLOYEES	1,037	912	1,210	1,064
101-20-2204	1093	MEDICAL INS - PT EMPLOYEES	2,354	4,020	4,020	4,020
101-20-2204	1094	DENTAL INS - PT EMPLOYEES	681	1,318	1,167	1,318
101-20-2204	1097	WORKER'S COMPENSATION	5,904	7,593	7,716	9,379
PERSONNEL EXPENDITURES:			848,248	915,707	928,972	1,052,114

CODE COMPLIANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-20-2204	2059	CITY PROSECUTOR	56,006	45,000	30,000	45,000
101-20-2204	2080	CONTRACT SVC/NON-CLASS	2,751	2,600	2,600	2,600
101-20-2204	2085	WEED/LITTER ABATEMENT CHG	9,125	15,000	13,000	15,000
101-20-2204	2110	CONFERENCES & MEETINGS	1,038	3,500	500	3,500
101-20-2204	2111	MEMBERSHIPS	710	900	900	900
101-20-2204	2140	OFFICE SUPPLIES	2,108	5,000	2,000	3,000
101-20-2204	2141	POSTAGE	-	1,000	1,000	1,000
101-20-2204	2170	SPECIAL MAT'LS-SUPPLIES	1,494	2,000	2,000	2,000
101-20-2204	2190	TELEPHONE & FAX	881	3,500	2,700	3,500
101-20-2204	2220	VEHICLE MTCE & SUPPLIES	14,115	15,800	11,853	16,590
101-20-2204	2225	VEHICLE MTCE - LEASED VEH	-	950	944	1,214
101-20-2204	2250	TRAINING EXPENSE	1,444	3,000	1,000	3,000
OPERATING EXPENDITURES:			89,673	98,250	68,497	97,304
101-20-2204	3860	C/O-OFFICE EQUIPMENT	2,606	-	-	-
CAPITAL OUTLAY EXPENDITURES:			2,606	-	-	-
GENERAL FUND - CODE COMPLIANCE TOTAL:			940,527	1,013,957	997,469	1,149,418

CODE COMPLIANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
746-20-2204	2152	VEHICLE LEASE	-	21,500	20,845	25,756
746-20-2204	3820	C/O-AUTOMOTIVE	-	-	-	7,500
VEHICLE REPLACEMENT FUND - CODE COMPLIANCE TOTAL:			-	21,500	20,845	33,256
CODE COMPLIANCE TOTAL (ALL FUNDS):			940,527	1,035,457	1,018,314	1,182,674

HOMELESS OUTREACH

ACTIVITIES AND OBJECTIVES

Description of Activities

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

Objectives

- Identify opportunities for innovative strategies and action that will lead to improved results in reducing homelessness citywide.
- Continue operation of the Homeless Operation Prevention and Engagement (HOPE) team to address necessary enforcement combined with outreach efforts; enhance results by launching a second part-time HOPE team to cover evening/weekend hours
- Continue leading the City's Homeless Task Force, consisting of multiple City departments, People Assisting the Homeless (PATH), Los Angeles Homeless Services Authority (LAHSA), The Whole Child, Jovenes, Kingdom Causes Bellflower, Salvation Army Access Center, Public Health, Masada Homes, Gateway City COG, Los Angeles County Sheriff Department, LA County Public Works, Cerritos College, Department of Mental Health, Norwalk Library, Coast to Coast Foundation, Kaiser Permanente, PIH Health, and Coast Plaza Hospital. The Task force provides an opportunity to network, dialogue, collaborate and receive information on various topics, including but not limited to: upcoming trainings, homeless hot spots, new homeless services available in the region, and homeless services provider outreach activity and results.
- Maintain and gather information pertaining to citywide 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.

Budget Program: Homeless Outreach, 4107

Full Time Positions

Part Time Positions

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Deputy City Manager (a)	0.25	0.25	42,068	44,172	Public Safety Officer II	2,964	2,964	2	2	99,606	99,584
Public Safety Officer III (b)	0.25	0.25	20,091	20,494	Public Safety Officer I	2,270	2,270	3	3	57,891	57,885
Public Safety Officer II	0.00	1.00	-	63,396							
Public Safety Officer I	0.00	1.00	-	54,588							
Maintenance Worker III	0.66	2.00	43,898	136,464							
Maintenance Worker I	0.00	2.00	-	94,224							
Total Public Safety	1.16	6.50	106,057	413,338	Total Public Safety	5,234	5,234	5	5	157,497	157,469
(a) 75% Admin (b) 75% COPS											
Social Services Coordinator	0.10	0.00	7,332	-							
Social Services Supervisor (c)	0.10	0.20	8,458	17,748							
Total Social Services	0.20	0.20	15,790	17,748							
(c) 60% Social Services, 20% Youth & Family Intervention											
TOTAL	1.36	6.70	121,847	431,086	TOTAL	5,234	5,234	5	5	157,497	157,469

HOMELESS OUTREACH

ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2110	Conferences & Meetings: Attendance at annual Conferences; meetings with stakeholders and service providers	\$ 3,500
2170	Special Materials-Supplies: Encampment cleanup supplies: coveralls, gloves, masks, trash bags, signage, miscellaneous equipment	4,000
2250	Training: Training workshops/classes	4,000

HOMELESS OUTREACH

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-20-4107	1020	SALARIES & WAGES	113,638	106,057	138,599	413,338
101-20-4107	1054	CELLPHONE ALLOWANCE	-	-	27	-
101-20-4107	1030	PART TIME WAGES	113,386	157,497	247,758	157,469
101-20-4107	1040	OVERTIME SALARY & WAGES	10,031	5,000	4,106	-
101-20-4107	1048	MEDICAL OPT-OUT-GEN. UNIT	2,801	2,376	429	7,200
101-20-4107	1049	BILINGUAL/CERTIFICATE PAY	768	540	869	975
101-20-4107	1052	AUTO ALLOWANCE	510	1,200	2,107	1,788
101-20-4107	1060	PAID SICK LEAVE	-	700	-	-
101-20-4107	1065	ACCRUED PAID VACATION	1,064	3,950	-	-
101-20-4107	1074	EMPLOYEES' AWARDS	-	-	141	-
101-20-4107	1078	MANAGEMENT BENEFIT 401A	1,051	1,683	1,904	1,767
101-20-4107	1080	MEDICARE	3,435	4,027	5,741	8,507
101-20-4107	1081	MGMT BENEFIT/MEDICAL	1,840	3,777	4,187	4,203
101-20-4107	1083	PERS - EMPLOYER PORTION	35,486	36,309	48,235	151,244
101-20-4107	1085	LIFE INSURANCE	355	412	305	832
101-20-4107	1088	LONG-TERM DISABILITY INSURANCE	969	1,071	990	4,174
101-20-4107	1090	MEDICAL INS - FT EMPLOYEES	15,675	11,136	17,590	57,400
101-20-4107	1091	DENTAL INS - FT EMPLOYEES	1,081	970	786	6,424
101-20-4107	1092	VISION INS - FT EMPLOYEES	158	179	119	889

HOMELESS OUTREACH

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-20-4107	1093	MEDICAL INS - PT EMPLOYEES	4,488	-	12,654	18,090
101-20-4107	1094	DENTAL INS - PT EMPLOYEES	22	-	162	-
101-20-4107	1097	WORKER'S COMPENSATION	660	658	672	9,275
101-20-4107	1999	ALLOCATED PAYROLL	(37,298)	-	-	-
PERSONNEL EXPENDITURES:			270,117	337,541	487,381	843,575
101-20-4107	2110	CONFERENCES & MEETINGS	534	3,500	100	3,500
101-20-4107	2170	SPECIAL MAT'LS-SUPPLIES	448	4,000	2,000	4,000
101-20-4107	2250	TRAINING EXPENSE	-	4,000	-	4,000
OPERATING EXPENDITURES:			982	11,500	2,100	11,500
GENERAL FUND - PUBLIC SAFETY - HOMELESS OUTREACH TOTAL:			271,099	349,041	489,481	855,075

HOMELESS OUTREACH

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-40-4107	1020	SALARIES & WAGES	24,764	15,790	9,147	17,748
101-40-4107	1030	PART TIME WAGES	20,464	-	5,086	-
101-40-4107	1054	CELLPHONE ALLOWANCE	-	-	11	-
101-40-4107	1048	MEDICAL OPT-OUT-GEN. UNIT	7	720	663	1,440
101-40-4107	1049	BILINGUAL/CERTIFICATE PAY	247	130	72	130
101-40-4107	1060	PAID SICK LEAVE	-	-	179	-
101-40-4107	1065	ACCRUED PAID VACATION	19	-	991	-
101-40-4107	1070	PAID SICK LEAVE ON TERMIN	-	-	221	-
101-40-4107	1074	EMPLOYEES' AWARDS	-	-	15	-
101-40-4107	1080	MEDICARE	642	241	238	280
101-40-4107	1083	PERS - EMPLOYER PORTION	7,775	5,407	3,088	6,494
101-40-4107	1085	LIFE INSURANCE	33	62	28	69
101-40-4107	1088	LONG-TERM DISABILITY INSURANCE	199	159	64	179
101-40-4107	1090	MEDICAL INS - FT EMPLOYEES	6,207	1,920	213	-
101-40-4107	1091	DENTAL INS - FT EMPLOYEES	460	117	13	-
101-40-4107	1092	VISION INS - FT EMPLOYEES	60	16	2	-
101-40-4107	1097	WORKER'S COMPENSATION	36	229	228	311
PERSONNEL EXPENDITURES:			61,410	24,791	20,686	26,651

HOMELESS OUTREACH

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-40-4107	2190	TELEPHONE & FAX	626	-	1,100	1,100
OPERATING EXPENDITURES:			626	-	1,100	1,100
GENERAL FUND - SOCIAL SERVICES - HOMELESS OUTREACH TOTAL:			62,036	24,791	21,786	27,751
GENERAL FUND - HOMELESS OUTREACH TOTAL:			333,135	373,833	511,267	882,826
<u>HOMELESS PREVENTION GRANT (FUND 209)</u>						
209-40-4107	2080	CONTRACT SVC/NON-CLASS	4,307	-	-	-
OPERATING EXPENDITURES:			4,307	-	-	-
HOMELESS PREVENTION GRANT FUND - SOCIAL SERVICES TOTAL:			4,307	-	-	-
HOMELESS OUTREACH TOTAL (ALL FUNDS):			337,442	373,833	511,267	882,826

COVID - 19 RESPONSE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
GENERAL GOVERNMENT						
101-10-2198	1096	UNEMPLOYMENT INSURANCE	3,635	-	-	-
101-10-2198	1999	ALLOCATED PAYROLL	3,897	78,100	78,064	-
PERSONNEL EXPENDITURES:			7,532	78,100	78,064	-
101-10-2198	2080	CONTRACT SVC/NON-CLASS	-	81,000	91,066	-
101-10-2198	2110	CONFERENCES & MEETINGS	-	-	64	-
101-10-2198	2190	TELEPHONE & FAX	-	-	70	-
101-10-2198	2240	DUPLICATING SERVICE CHG	-	-	100	-
OPERATING EXPENDITURES:			-	81,000	91,301	-
101-10-2198	3860	C/O-OFFICE EQUIPMENT	-	600	1,030	-
CAPITAL OUTLAY EXPENDITURES:			-	-	1,030	-
GENERAL GOVERNMENT - COVID			7,532	159,700	170,395	-

COVID - 19 RESPONSE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
<u>PUBLIC SAFETY</u>						
101-20-2198	1020	REG SALARIES & WAGES	126,862	-	213,992	-
101-20-2198	1030	PART TIME WAGES	-	-	90,515	-
101-20-2198	1040	OVERTIME SALARY & WAGES	285	-	402	-
101-20-2198	1048	MEDICAL OPT-OUT-GEN. UNIT	-	-	1,950	-
101-20-2198	1049	BI-LINGUAL/CERTIFICATION PAY	376	-	1,243	-
101-20-2198	1052	AUTO ALLOWANCE	2,000	-	1,504	-
101-20-2198	1054	CELLPHONE ALLOWANCE	8,885	-	204	-
101-20-2198	1060	PAID SICK LEAVE	-	-	848	-
101-20-2198	1065	ACCRUED PAID VACATION	7,491	-	770	-
101-20-2198	1074	EMPLOYEES' AWARDS	-	-	51	-
101-20-2198	1078	MANAGEMENT BENEFIT 401A	2,687	-	2,274	-
101-20-2198	1080	MEDICARE	2,243	-	4,490	-
101-20-2198	1081	MGMT BENEFIT/MEDICAL	3,984	-	2,333	-
101-20-2198	1083	PERS - EMPLOYER PORTION	39,641	-	72,217	-
101-20-2198	1084	UNIFORM ALLOWANCE	(75)	-	-	-
101-20-2198	1085	LIFE INSURANCE	352	-	405	-
101-20-2198	1088	LONG-TERM DISABILITY INSURANCE	1,370	-	1,620	-
101-20-2198	1090	MEDICAL INS - FT EMPLOYEES	19,028	-	33,573	-
101-20-2198	1090M	MEDICAL INS - MANAGEMENT	-	-	832	-
101-20-2198	1091	DENTAL INS - FT EMPLOYEES	1,551	-	2,815	-
101-20-2198	1092	VISION INS - FT EMPLOYEES	347	-	446	-

COVID - 19 RESPONSE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-20-2198	1093	MEDICAL INS - PT EMPLOYEES	-	-	2,398	-
101-20-2198	1094	DENTAL INS - PT EMPLOYEES	-	-	11	-
101-20-2198	1096	UN-EMPLOYMENT INSURANCE	3,745	-	-	-
101-20-2198	1100	ACA AFFORDABILITY STIPEND	-	-	12	-
101-20-2198	1999	ALLOCATED PAYROLL	49,056	381,100	53,008	-
PERSONNEL EXPENDITURES:			269,827	381,100	487,913	-
101-20-2198	2061	CUSTODIAL SUPPLY	1,143	-	15,000	-
101-20-2198	2080	CONTRACT SVC/NON-CLASS	58,895	5,300	6,000	-
101-20-2198	2089	COMP SYST MAINT & SUPPORT	1,086	21,000	25,000	-
101-20-2198	2110	CONFERENCES & MEETINGS	706	-	600	-
101-20-2198	2140	OFFICE SUPPLIES	34	-	-	-
101-20-2198	2170	SPECIAL MAT'LS-SUPPLIES	39,442	111,700	102,344	-
101-20-2198	2190	TELEPHONE & FAX	3,881	-	-	-
101-20-2198	2265	PUBLIC RELATIONS EXPENSE	-	-	1,200	-
101-20-2198	2357	SENIOR NUTRITION TRANSPORTATION	14,860	-	-	-
OPERATING EXPENDITURES:			120,046	138,000	150,144	-

COVID - 19 RESPONSE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-20-2198	3860	C/O-OFFICE EQUIPMENT	-	30,000	30,000	-
101-20-2198	3880	C/O - OTHER EQUIPMENT	-	91,200	100,000	-
CAPITAL OUTLAY EXPENDITURES:			-	121,200	130,000	-
PUBLIC SAFETY - COVID			389,872	640,300	768,057	-

COVID - 19 RESPONSE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
<u>PUBLIC SERVICES</u>						
101-30-2198	1096	UNEMPLOYMENT INSURANCE	5,128	-	-	-
101-30-2198	1999	ALLOCATED PAYROLL	10,668	100,400	100,076	-
PERSONNEL EXPENDITURES:			15,796	100,400	100,076	-
101-30-2198	2061	CUSTODIAL SUPPLY	-	-	13,512	-
101-30-2198	2080	CONTRACT SVC/NON-CLASS	-	146,000	136,685	-
101-30-2198	2170	SPECIAL MAT'LS-SUPPLIES	-	26,000	25,273	-
OPERATING EXPENDITURES:			-	172,000	175,471	-
101-30-2198	3860	C/O-OFFICE EQUIPMENT	-	8,000	8,000	-
CAPITAL OUTLAY EXPENDITURES:			-	8,000	8,000	-
PUBLIC SERVICES - COVID			15,796	280,400	283,547	-

COVID - 19 RESPONSE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
<u>SOCIAL SERVICES</u>						
101-40-2198	1096	UNEMPLOYMENT INSURANCE	864	-	-	-
101-40-2198	1999	ALLOCATED PAYROLL	4,727	30,700	30,688	-
PERSONNEL EXPENDITURES:			5,591	30,700	30,688	-
101-40-2198	2170	SPECIAL MAT'LS-SUPPLIES	-	2,000	1,523	-
OPERATING EXPENDITURES:			4,727	32,700	32,211	-
101-40-2198	3860	C/O-OFFICE EQUIPMENT	-	10,000	9,807	-
CAPITAL OUTLAY EXPENDITURES:			-	10,000	9,807	-
SOCIAL SERVICES - COVID			5,591	42,700	42,018	-

COVID - 19 RESPONSE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
RECREATION						
101-50-2198	1096	UNEMPLOYMENT INSURANCE	41,008	-	-	-
101-50-2198	1999	ALLOCATED PAYROLL	22,423	62,100	62,077	-
PERSONNEL EXPENDITURES:			63,431	62,100	62,077	-
101-50-2198	2240	DUPLICATING SERVICE CHG	-	500	361	-
OPERATING EXPENDITURES:			-	500	361	-
101-50-2198	3860	C/O-OFFICE EQUIPMENT	-	4,200	4,147	-
CAPITAL OUTLAY EXPENDITURES:			-	4,200	4,147	-
RECREATION - COVID			63,431	66,800	66,585	-

COVID - 19 RESPONSE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
<u>COMMUNITY DEVELOPMENT</u>						
101-61-2198	1999	ALLOCATED PAYROLL	2,855	29,000	28,953	-
PERSONNEL EXPENDITURES:			2,855	29,000	28,953	-
101-61-2198	2170	SPECIAL MAT'LS-SUPPLIES	-	1,000	375	-
OPERATING EXPENDITURES:			-	1,000	375	-
COMMUNITY DELOPEMENT - COVID			2,855	30,000	29,328	-
GENERAL FUND - COVID 19 TOTAL:			485,077	1,219,900	1,359,929	-

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 pavement markings, street sweeping, water and sewer systems, trees, greenscape, graffiti, and emergency maintenance services. Collaborate with various City Departments to provide staff and equipment for citywide 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 service 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 the Public Services Department.
- Develop and oversee infrastructure Capital 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 throughout the Department.

Budget Program: Public Services - Administration, 3101

Full Time Positions

Part Time Positions

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Director of Public Services/ City Engineer (a)	0.25	0.25	43,400	44,100	Office Assistant I (e)	910	910	1	1	22,080	22,083
Public Services Manager (b)	0.90	0.90	123,600	123,606	Maintenance Assistant	300	300	1	1	5,185	5,187
Special Project Coordinator	1.00	1.00	99,505	99,504							
Management Analyst (c)	0.20	0.20	15,744	15,744							
Payroll Personnel Tech.	1.00	1.00	69,201	67,788							
Office Assistant II (d)	0.95	0.90	48,950	48,694							
(a) 45% Engineering, 10% Water, 10% Sewer, 5% Environmental Services, 5% High Speed Rail											
(b) 10% Transportation Center											
(c) 60% Engineering, 10% Water, 10% Sewer											
(d) 5% Water, 5% Sewer											
(e) 25% Water, 25% Sewer											
TOTAL	4.30	4.25	400,400	399,436	TOTAL	1,210	1,210	2	2	27,265	27,270

PUBLIC SERVICES
Public Services Administration
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2055	Legal Advertising: Advertising for formal bids	\$ 500
2080	Contract Services - Non-Classified: NPDES permits, NPDES sampling, NPDES site plan, contract for special license testing, cart removals, additional support services, and special projects:	53,500
	<i>Employee drug/alcohol screening</i>	500
	<i>Shopping cart retrieval</i>	25,000
	<i>Support services - compliance activities</i>	2,000
	<i>Environmental sampling/NPDES consulting</i>	5,500
	<i>AQMD equipment permits</i>	3,000
	<i>NPDES permits</i>	1,000
	<i>LA County Fire permits - CUPA</i>	6,000
	<i>State hazardous material fees</i>	500
	<i>Special activities (encroachment permits/flagging)</i>	3,500
	<i>Work order system maintenance and hosting fees</i>	6,500
2110	Conferences & Meetings: Public Works Institute, Maintenance Superintendent's Association Meetings, vendor workshops and meetings	1,500
2111	Memberships: American Public Works Association, Maintenance Superintendent's Association, Street Tree Seminar, International Society of Arboriculture, American Forestry Association, Traffic Control Superintendents Association and California Parks and Recreation Society	1,000

PUBLIC SERVICES
Public Services Administration
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2140	Office Supplies: Office supplies including paper, printer toners, and all other department supplies	7,500
2170	Special Materials & Supplies: <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>	16,000 1,000 6,000 5,000 2,500 1,000 500
2250	Training: <i>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> <i>Electrical safety training - 25 staff - triennial</i>	12,000 2,000 10,000

PUBLIC SERVICES ADMINISTRATION

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-3101	1020	SALARIES & WAGES	384,707	400,400	406,659	399,436
101-30-3101	1030	PART TIME WAGES	34,644	27,265	21,667	27,270
101-30-3101	1040	OVERTIME SALARY & WAGES	-	10,000	-	10,000
101-30-3101	1049	BILINGUAL/CERTIFICATION PAY	906	1,268	970	910
101-30-3101	1052	AUTO ALLOWANCE	-	1,200	267	-
101-30-3101	1054	CELLPHONE ALLOWANCE	-	-	121	-
101-30-3101	1060	PAID SICK LEAVE	1,936	8,300	32,439	30,217
101-30-3101	1065	ACCRUED PAID VACATION	9,441	13,570	15,000	34,890
101-30-3101	1075	SEVERANCE PAY	-	-	10,000	-
101-30-3101	1078	MANAGEMENT BENEFIT 401A	2,384	4,208	2,957	4,237
101-30-3101	1080	MEDICARE	6,316	6,936	7,106	7,552
101-30-3101	1081	MGMT BENEFIT/MEDICAL	8,431	12,190	10,732	13,954
101-30-3101	1083	PERS - EMPLOYER PORTION	119,822	137,076	136,411	146,157
101-30-3101	1084	UNIFORM ALLOWANCE	52,553	50,000	38,530	50,000
101-30-3101	1085	LIFE INSURANCE	1,145	1,375	1,181	1,299
101-30-3101	1088	LONG-TERM DISABILITY INSURANCE	2,960	4,043	3,161	4,034
101-30-3101	1090	MEDICAL INS - FT EMPLOYEES	61,760	60,600	58,195	56,128
101-30-3101	1090M	MEDICAL INS - MANAGEMENT	-	-	4,714	10,757
101-30-3101	1091	DENTAL INS - FT EMPLOYEES	3,784	5,022	4,121	4,964
101-30-3101	1092	VISION INS - FT EMPLOYEES	888	897	893	890
101-30-3101	1093	MEDICAL INS - PT EMPLOYEES	16	-	235	-
101-30-3101	1094	DENTAL INS - PT EMPLOYEES	1,167	1,167	662	584
101-30-3101	1095	MEDICAL INS - RETIREES	407,893	444,600	431,681	555,700

PUBLIC SERVICES ADMINISTRATION

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-3101	1096	UN-EMPLOYMENT INSURANCE	23,697	30,000	24,961	30,000
101-30-3101	1097	WORKER'S COMPENSATION	5,916	5,799	5,892	7,004
101-30-3101	1100	ACA AFFORDABILITY STIPEND	9	-	11	-
101-30-3101	1999	ALLOCATED PAYROLL	(8,030)	(8,594)	(11,244)	-
PERSONNEL EXPENDITURES:			1,122,345	1,217,322	1,207,322	1,395,983
101-30-3101	2055	LEGAL ADVERTISING	-	500	500	500
101-30-3101	2080	CONTRACT SVC/NON-CLASS	38,954	48,500	48,500	53,500
101-30-3101	2110	CONFERENCES & MEETINGS	1,251	1,500	500	1,500
101-30-3101	2111	MEMBERSHIPS	312	1,000	500	1,000
101-30-3101	2113	MILEAGE REIMBURSEMENT	644	600	500	600
101-30-3101	2130	OFFICE EQPT MTCE	1,678	1,400	4,000	4,000
101-30-3101	2140	OFFICE SUPPLIES	6,185	7,500	7,000	7,500
101-30-3101	2141	POSTAGE	1,106	600	600	600
101-30-3101	2170	SPECIAL MAT'LS-SUPPLIES	5,038	16,000	7,000	16,000
101-30-3101	2190	TELEPHONE & FAX	10,312	9,700	10,900	10,900
101-30-3101	2220	VEHICLE MTCE & SUPPLIES	8,469	7,300	4,567	7,670
101-30-3101	2240	DUPLICATING SERVICE CHG	2,343	1,000	800	1,000
101-30-3101	2250	TRAINING EXPENSE	3,906	2,000	1,000	12,000
OPERATING EXPENDITURES:			80,198	97,600	86,367	116,770

PUBLIC SERVICES ADMINISTRATION

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-3101	3860	C/O-OFFICE EQUIPMENT	7,676	-	-	-
CAPITAL OUTLAY EXPENDITURES:			7,676	-	-	-
GENERAL FUND - PUBLIC SERVICES ADMINISTRATION TOTAL:			1,210,219	1,314,922	1,293,688	1,512,753
418-30-3101	2080	CONTRACT SVC/NON-CLASS	7,695	7,500	11,790	10,000
418-30-3101	2170	SPECIAL MAT'LS-SUPPLIES	1,305	7,500	3,210	5,000
ART IN PUBLIC PLACES FUND TOTAL:			9,000	15,000	15,000	15,000
745-30-3101	3860	C/O-OFFICE EQUIPMENT	1,894	-	-	-
TECHNOLOGY REPLACEMENT FUND - PUBLIC SERVICES TOTAL:			1,894	-	-	-
PUBLIC SERVICES ADMINISTRATION TOTAL:			1,221,114	1,329,922	1,308,688	1,527,753

PUBLIC SERVICES

Security & Emergency Duty

ACTIVITIES AND OBJECTIVES

Description of Activities

The Security & Emergency Duty Section provides after hours emergency duty response/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 21-22 COST
2170	Special Materials & Supplies: Vests, equipment, and materials for use by emergency response staff assigned to Emergency Duty	\$ 1,000
746-2152	Vehicle Lease: Annual lease payment for (1) vehicle	6,398
746-3820	Capital Outlay - Automotive Equipment: Aftermarket equipment for unit replacing no. 6404 (asset no. 11770)	7,500

SECURITY & EMERGENCY DUTY

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-3102	1040	OVERTIME SALARY & WAGES	13,600	15,000	207	15,000
101-30-3102	1050	STANDBY PAY	5,454	6,500	5,810	6,500
101-30-3102	1080	MEDICARE	212	312	87	312
PERSONNEL EXPENDITURES:			19,266	21,812	6,105	21,812
101-30-3102	2062	MTCE & REPAIR SUPPLIES	6,220	-	-	-
101-30-3102	2170	SPECIAL MAT'LS-SUPPLIES	1,028	1,000	1,000	1,000
101-30-3102	2220	VEHICLE MTCE & SUPPLIES	3,802	4,800	3,065	5,040
101-30-3102	2225	VEHICLE MTCE - LEASED VEH	-	-	-	270
OPERATING EXPENDITURES:			11,050	5,800	4,065	6,310
GENERAL FUND - SECURITY & EMERGENCY DUTY TOTAL:			30,316	27,612	10,169	28,122

SECURITY & EMERGENCY DUTY

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
746-30-3102	2152	VEHICLE LEASE	-	-	-	6,398
746-30-3102	3820	C/O-VEHICLE EQUIPMENT	-	-	-	7,500
CAPITAL OUTLAY EXPENDITURES:			-	-	-	13,898
VEHICLE REPLACEMENT FUND - SECURITY & EMERGENCY DUTY TOTAL:			-	-	-	13,898
SECURITY & EMERGENCY DUTY TOTAL (ALL FUNDS) :			30,316	27,612	10,169	42,020

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. During the 2020-2021 FY, the program was adjusted to better serve the needs of residents. The City handles the administration of the program and the disposal service provider conducts the pickup events for the program. Neighborhoods receive prior notification and refuse trucks pick up all items left at the curb by residents. 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.
- Provide residents in the clean-up zones with additional resources and contact information for ongoing disposal services and locations.

PUBLIC SERVICES

Mr. Sun

ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2141	Postage: Postage for flyer distribution	\$ 1,500
2170	Special Material & Supplies: Gloves, bags, misc. supplies	500

MR. SUN PROGRAM

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-3103	1030	PART TIME WAGES	981	-	-	-
101-30-3103	1040	OVERTIME SALARY & WAGES	10,539	-	-	-
101-30-3103	1080	MEDICARE	151	-	-	-
101-30-3103	1093	MEDICAL INS - PT EMPLOYEES	54	-	-	-
PERSONNEL EXPENDITURES:			11,726	-	-	-
101-30-3103	2141	POSTAGE	94	1,800	1,000	1,500
101-30-3103	2170	SPECIAL MAT'LS	271	500	500	500
OPERATING EXPENDITURES:			365	2,300	1,500	2,000
GENERAL FUND - MR SUN PROGRAM TOTAL:			12,090	2,300	1,500	2,000

PUBLIC SERVICES

Engineering

ACTIVITIES AND OBJECTIVES

Description of Activities

The Engineering Division is responsible for development and management of the City's capital improvement program (CIP) and rehabilitation of the City's infrastructure including streets, water, sewer systems and storm drain systems, facilities and all traffic and signal related activities.

In conjunction with other departments, Engineering is also responsible for compliance with the State mandated National Pollutant Discharge Elimination System (NPDES) permit, also referred to as the Municipal Separate Storm Sewer System (MS4) permit, the 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

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Director of Public Services /City Engineer (a)	0.45	0.45	78,120	79,380							
Principal Engineer	1.00	1.00	135,986	129,762							
Associate Engineer (b)	0.90	0.90	96,678	96,671							
Associate Engineer (c)	0.90	0.00	-	-							
Assistant Engineer (d)	1.00	1.00	-	90,552							
Engineering Technician (e)	0.95	0.95	60,224	63,234							
Management Analyst (f)	0.60	0.60	47,232	47,232							
Office Assistant II	1.00	1.00	56,576	56,580							
(a) 25% PS Admin, 10% Water, 10% Sewer, 5% Environmental Services, 5% High Speed Rail											
(b) 5% Water, 5% Environmental Services											
(c) Funded Frozen Position - 50% Water, 50% Sewer											
(d) Funded Frozen Position											
(e) 5% Water											
(f) 20% PS Admin, 10% Water, 10% Sewer											
TOTAL	6.80	5.90	474,816	563,411	TOTAL	-	-	-	-	-	-

PUBLIC SERVICES

Engineering ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2080	Contract Services - Non-Classified: <i>Contract Traffic Engineer</i> <i>Public works inspection contract (non-CIPS)</i> <i>Surveying/tract map plan checking</i> <i>AutoCAD subscription renewal</i>	\$ 50,000 <i>100,000</i> <i>130,000</i> <i>5,000</i> <i>6,000</i>
2081	Contract Services - Special Study: Traffic Speed Study	241,000
2111	Memberships: Institute of Transportation Engineers	600
2140	Office Supplies: Office supplies and plotter paper/supplies	2,500
2250	Training: Training opportunities as appropriate for staff	1,500
3870	Capital Outlay - Office Furniture: Office file and storage cabinets and ergonomic workstation sit/stand units (6), new	3,500
213-2400	Audit Fees: AQMD- Annual Audit	3,000

PUBLIC SERVICES

Engineering ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
227-2080	Contract Services: <i>Pavement Management Study - Carryover of \$20,000</i> <i>Sign Inventory</i>	60,000 <i>20,000</i> <i>40,000</i>
746-2152	Vehicle Lease: Annual lease payment for (1) vehicle	6,949

ENGINEERING

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-3104	1020	SALARIES & WAGES	286,190	474,816	408,740	563,411
101-30-3104	1048	MEDICAL OPT-OUT-GEN. UNIT	30	-	-	-
101-30-3104	1049	BILINGUAL/CERTIFICATION PAY	625	650	-	-
101-30-3104	1052	AUTO ALLOWANCE	1,302	2,160	1,937	2,073
101-30-3104	1060	PAID SICK LEAVE	3,912	8,200	4,700	4,613
101-30-3104	1065	ACCRUED PAID VACATION	11,709	8,490	8,300	8,270
101-30-3104	1070	PAID SICK LEAVE ON TERMINATION	94	-	-	-
101-30-3104	1054	CELLPHONE ALLOWANCE	-	-	179	-
101-30-3104	1078	MANAGEMENT BENEFIT 401A	1,754	3,125	4,750	5,772
101-30-3104	1080	MEDICARE	2,917	7,182	6,215	8,471
101-30-3104	1081	MGMT BENEFIT/MEDICAL	2,256	4,184	15,368	21,465
101-30-3104	1083	PERS - EMPLOYER PORTION	89,138	162,552	124,321	206,155
101-30-3104	1085	LIFE INSURANCE	514	1,352	793	1,356
101-30-3104	1088	LONG-TERM DISABILITY INSURANCE	2,372	4,794	3,327	5,691
101-30-3104	1090	MEDICAL INS - FT EMPLOYEES	27,539	55,701	24,793	51,065
101-30-3104	1090M	MEDICAL INS - MANAGEMENT	-	-	3,007	5,819
101-30-3104	1091	DENTAL INS - FT EMPLOYEES	3,112	5,722	3,820	6,890
101-30-3104	1092	VISION INS - FT EMPLOYEES	557	840	828	1,204
101-30-3104	1097	WORKER'S COMPENSATION	4,872	6,877	6,996	9,879
101-30-3104	1999	ALLOCATED PAYROLL	(21,733)	(148,652)	(159,960)	(180,000)
PERSONNEL EXPENDITURES:			417,156	597,993	458,115	722,133

ENGINEERING

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-3104	2190	TELEPHONE & FAX	-	-	300	600
101-30-3104	2055	LEGAL ADVERTISING	824	-	348	-
101-30-3104	2079	CONTRACT SVC/CITY ENGINEER	145,745	-	-	-
101-30-3104	2080	CONTRACT SVC/NON-CLASS	307,515	301,500	250,000	241,000
101-30-3104	2081	CONTRACT SVC/SPECIAL STUDY	-	-	-	50,000
101-30-3104	2111	MEMBERSHIPS	90	600	600	600
101-30-3104	2140	OFFICE SUPPLIES	2,009	2,500	4,300	2,500
101-30-3104	2141	POSTAGE	187	200	200	200
101-30-3104	2177	LA CO.CLERK-ENVIR.FILING	77	100	100	100
101-30-3104	2220	VEHICLE MTCE & SUPPLIES	3,438	1,800	843	1,890
101-30-3104	2225	VEHICLE MTCE - LEASED VEH	-	350	315	315
101-30-3104	2240	DUPLICATING SERVICE CHG	487	2,000	-	-
101-30-3104	2250	TRAINING EXPENSE	105	1,000	500	1,500
OPERATING EXPENDITURES:			460,477	310,050	257,506	298,705
101-30-3104	3860	C/O-OFFICE EQUIPMENT	142	2,500	3,000	-
101-30-3104	3870	C/O-OFFICE FURNITURE	-	-	-	3,500
CAPITAL OUTLAY EXPENDITURES:			142	2,500	3,000	3,500
GENERAL FUND - ENGINEERING TOTAL:			877,775	910,543	718,621	1,024,338

ENGINEERING

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
227-30-3104	2080	CONTRACT SVC/NON-CLASS	-	80,000	60,000	60,000
		OPERATING EXPENDITURES:	-	80,000	60,000	60,000
		PROP C FUND - ENGINEERING TOTAL:	-	80,000	60,000	60,000
213-30-3104	2400	AUDIT FEES	2,810	3,000	2,870	3,000
		OPERATING EXPENDITURES:	2,810	3,000	2,870	3,000
		AQMD FUND - ENGINEERING TOTAL:	2,810	3,000	2,870	3,000
745-30-3104	3860	C/O-OFFICE EQUIPMENT	1,152	-	-	-
		CAPITAL OUTLAY EXPENDITURES:	1,152	-	-	-
		COMPUTER REPLACEMENT FUND - ENGINEERING TOTAL:	1,152	-	-	-

ENGINEERING

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
746-30-3104	2152	VEHICLE LEASE	-	7,200	6,949	6,949
CAPITAL OUTLAY EXPENDITURES:			-	7,200	6,949	6,949
EQUIPMENT & VEHICLE REPLACEMENT FUND - ENGINEERING TOTAL:			-	7,200	6,949	6,949

ENGINEERING

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
229-30-3104	1020	SALARIES & WAGES	36,341	-	-	-
229-30-3104	1052	AUTO ALLOWANCE	1,155	-	-	-
229-30-3104	1078	MANAGEMENT BENEFIT 401A	1,512	-	-	-
229-30-3104	1080	MEDICARE	575	-	-	-
229-30-3104	1081	MGMT BENEFIT/MEDICAL	2,017	-	-	-
229-30-3104	1083	PERS - EMPLOYER PORTION	11,332	-	-	-
229-30-3104	1085	LIFE INSURANCE	88	-	-	-
229-30-3104	1088	LONG-TERM DISABILITY INSURANCE	490	-	-	-
229-30-3104	1090	MEDICAL INS - FT EMPLOYEES	2,598	-	-	-
229-30-3104	1091	DENTAL INS - FT EMPLOYEES	232	-	-	-
229-30-3104	1092	VISION INS - FT EMPLOYEES	72	-	-	-
229-30-3104	1097	WORKER'S COMPENSATION	912	-	-	-
PERSONNEL EXPENDITURES:			57,325	-	-	-
MEASURE M FUND - ENGINEERING TOTAL:			57,325	-	-	-
ENGINEERING TOTAL (ALL FUNDS) :			939,063	1,000,743	788,440	1,094,287

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

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

Full Time Positions

Part Time Positions

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Maintenance Supervisor (a)	0.90	0.90	71,654	75,240	Maintenance Assistant*	7,020	8,580	9	9	121,321	148,326
Maintenance Worker III (b)	2.00	2.00	129,562	129,180							
Maintenance Worker II (c)	2.74	3.50	172,986	218,028							
Maintenance Worker I (d)	4.00	3.50	199,810	179,781	*FY 21-22 proposed hours reflect FY 20-21 budgeted hours prior to cuts in response to COVID cost control.						
(a) 45% City Hall-Facilities Maint., 45% Transportation / Public Services-Facilities Maint.											
(b) 100% City Hall-Facilities Maint., 100% Transportation / Public Services-Facilities Maint.											
(c) 100% City Hall-Facilities Maint., 100% Senior Center -Facilities Maint., 100% Senior Center-Facilities Maint., 50% Transportation / Public Services-Facilities Maint.											
(d) 100% City Hall-Facilities Maint., 150% Transportation / Public Services-Facilities Maint., 100% Senior Center-Facilities Maint.											
TOTAL	9.64	9.90	574,012	602,229	TOTAL	7,020	8,580	9	9	121,321	148,326

FACILITIES MAINTENANCE - TOTAL ALL FACILITIES

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-XXXX	1020	SALARIES & WAGES	571,836	574,012	564,447	602,229
101-30-XXXX	1030	PART TIME WAGES	107,825	121,321	58,948	148,326
101-30-XXXX	1040	OVERTIME SALARY & WAGES	-	-	511	-
101-30-XXXX	1048	MEDICAL OPT-OUT-GEN. UNIT	11,905	14,400	15,020	10,800
101-30-XXXX	1049	BILINGUAL/CERTIFICATION PAY	5,706	4,999	5,139	4,485
101-30-XXXX	1050	STAND BY PAY	1,528	-	268	-
101-30-XXXX	1060	PAID SICK LEAVE	3,266	7,900	37,766	14,040
101-30-XXXX	1065	ACCRUED PAID VACATION	22,957	22,440	53,942	40,385
101-30-XXXX	1070	PAID SICK LEAVE ON TERMIN	-	-	25,929	-
101-30-XXXX	1080	MEDICARE	9,207	11,216	11,100	12,188
101-30-XXXX	1083	PERS - EMPLOYER PORTION	179,462	206,263	190,973	227,836
101-30-XXXX	1085	LIFE INSURANCE	1,619	2,158	1,535	2,059
101-30-XXXX	1088	LONG-TERM DISABILITY INSURANCE	4,379	6,086	4,229	6,290
101-30-XXXX	1090	MEDICAL INS - FT EMPLOYEES	99,074	108,424	99,011	122,339
101-30-XXXX	1091	DENTAL INS - FT EMPLOYEES	9,107	9,184	8,499	9,988
101-30-XXXX	1092	VISION INS - FT EMPLOYEES	1,428	1,225	1,269	1,324
101-30-XXXX	1093	MEDICAL INS - PT EMPL	6,843	8,040	4,232	-
101-30-XXXX	1094	DENTAL INS - PT EMPL	2,286	2,637	1,297	-
101-30-XXXX	1097	WORKER'S COMPENSATION	58,920	83,023	84,384	108,320
101-30-XXXX	1100	ACA AFFORDABILITY STIPEND	747	480	196	480
101-30-XXXX	1999	ALLOCATED PAYROLL	-	(15,527)	(15,527)	-
PERSONNEL EXPENDITURES:			1,098,094	1,183,808	1,192,209	1,311,089

FACILITIES MAINTENANCE - TOTAL ALL FACILITIES

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-XXXX	2061	CUSTODIAL SUPPLIES	58,863	64,000	41,000	60,000
101-30-XXXX	2062	MTCE & REPAIR SUPPLIES	-	4,000	-	-
101-30-XXXX	2063	FACILITY MTCE SERVICES/CONTRACTS	66,522	72,100	80,000	73,000
101-30-XXXX	2064	BUILDING TRADE SUPPLIES	66	-	-	-
101-30-XXXX	2069	CONTRACT SVC/PROJECTS	15,000	-	-	45,000
101-30-XXXX	2080	CONTRACT SVC/NON-CLASS	161,645	189,400	191,000	190,900
101-30-XXXX	2090	EQUIP MTCE & SUPPLIES	503	2,000	2,000	2,000
101-30-XXXX	2100	UTILITIES	252,617	291,500	252,900	294,500
101-30-XXXX	2150	RENTAL EXPENSE	61	100	65	100
101-30-XXXX	2170	SPECIAL MAT'LS-SUPPLIES	34,991	31,000	40,000	35,000
101-30-XXXX	2220	VEHICLE MTCE & SUPPLIES	34,593	33,500	32,099	35,180
101-30-XXXX	2231	VANDALISM REPAIR	-	2,000	2,000	2,000
OPERATING EXPENDITURES:			624,861	690,500	641,458	738,772
101-30-XXXX	3850	C/O-TOOLS & WORK EQUIP	6,207	-	-	-
101-30-XXXX	3880	C/O-MISCELLANEOUS OTHER	78,223	5,800	3,600	-
CAPITAL OUTLAY EXPENDITURES:			84,430	5,800	3,600	-
GENERAL FUND - TOTAL FACILITIES MAINTENANCE TOTAL:			1,807,384	1,864,581	1,821,740	2,049,861

FACILITIES MAINTENANCE - TOTAL ALL FACILITIES

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
746-30-XXXX	2152	VEHICLE LEASE	-	19,950	9,340	25,863
746-30-XXXX	3820	C/O-AUTOMOTIVE EQUIPMENT	-	28,500	25,756	-
VEHICLE REPLACEMENT FUND - TOTAL FACILITIES MAINTENANCE TOTAL:			-	48,450	35,096	25,863
TOTAL FACILITIES MAINTENANCE TOTAL (ALL FUNDS):			1,807,384	1,913,031	1,856,836	2,075,724

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

Full Time Positions

Part Time Positions

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Maintenance Supervisor (a)	0.45	0.45	35,827	37,620	Maintenance Assistant*	2,340	3,380	3	3	40,440	58,431
Maintenance Worker III	1.00	1.00	64,781	64,590							
Maintenance Worker II	1.00	1.00	63,133	63,132	*FY 21-22 proposed hours reflect FY 20-21 budgeted hours prior to cuts in response to COVID cost control.						
Maintenance Worker I	1.40	1.00	66,208	51,948							
(a) 45% Transportation / Public Services - Facilities Maint., 10% Transportation Center Operations											
TOTAL	3.85	3.45	229,949	217,290	TOTAL	2,340	3,380	3	3	40,440	58,431

PUBLIC SERVICES

Facilities Maintenance - City Hall (3202)

ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2061	Custodial Supplies: City Hall and Parking Structure	\$ 16,000
2063	Facility Maintenance Services:	32,000
	<i>HVAC repairs</i>	15,000
	<i>Backflow device repairs</i>	1,000
	<i>Plumbing repairs</i>	5,000
	<i>Electrical repairs</i>	5,000
	<i>Misc., flooring and mechanical repairs</i>	6,000
2080	Contract Services - Non-Classified:	104,000
	<i>Security alarm services</i>	1,600
	<i>Landscape maintenance</i>	57,400
	<i>Tree trimming - City Hall parking lot</i>	11,000
	<i>Elevator maintenance</i>	4,600
	<i>HVAC maintenance</i>	5,800
	<i>City Hall chiller maintenance</i>	2,000
	<i>Fire system testing/maintenance</i>	3,800
	<i>Diesel fuel tank service</i>	5,000
	<i>Generator testing/maintenance</i>	3,000
	<i>Waste disposal</i>	1,100
	<i>Misc. mechanical and building services</i>	1,000
	<i>Window cleaning</i>	4,000

PUBLIC SERVICES

Facilities Maintenance - City Hall (3202)

ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2080	Contract Services - Non-Classified (continued): <i>Fire extinguisher service</i> <i>Calsense controllers - access/maintenance</i> <i>Door access control maintenance</i>	500 200 3,000
2090	Equipment Maint & Supplies: City Hall generator and air compressor inspections, radios and auto scrubber	1,000
2150	Rental Expense: Equipment rental - facilities pager	100
2170	Special Materials & Supplies: Electrical, plumbing, roofing, lumber, etc., and facility repair materials and special equipment for all buildings and activities	12,000
2231	Vandalism Repairs: Vandalism repairs for City Hall	500
746-2152	Vehicle Lease: Annual lease payment for (3) vehicles	25,863

FACILITIES MAINTENANCE - CITY HALL

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-3202	1020	SALARIES & WAGES	249,870	229,949	238,870	217,290
101-30-3202	1030	PART TIME WAGES	42,645	40,440	20,820	58,431
101-30-3202	1040	OVERTIME SALARY & WAGES	-	-	511	-
101-30-3202	1045	COMP TIME PAY	-	-	1,757	-
101-30-3202	1048	MEDICAL OPT-OUT-GEN. UNIT	9,458	13,680	7,510	7,200
101-30-3202	1049	BILINGUAL/CERTIFICATION PAY	1,580	1,300	1,856	1,268
101-30-3202	1050	STAND BY PAY	922	-	138	-
101-30-3202	1060	PAID SICK LEAVE	1,630	4,100	2,500	2,451
101-30-3202	1065	ACCRUED PAID VACATION	7,761	7,390	13,171	40,385
101-30-3202	1070	PAID SICK LEAVE ON TERMINATION	-	-	12,965	-
101-30-3202	1075	SEVERANCE PAY	-	-	5,000	-
101-30-3202	1080	MEDICARE	3,830	4,717	4,351	5,037
101-30-3202	1083	PERS - EMPLOYER PORTION	78,270	88,470	80,874	86,983
101-30-3202	1085	LIFE INSURANCE	672	836	686	785
101-30-3202	1088	LONG-TERM DISABILITY INSURANCE	1,936	2,610	1,772	2,401
101-30-3202	1090	MEDICAL INS - FT EMPLOYEES	32,750	30,971	32,873	34,169
101-30-3202	1091	DENTAL INS - FT EMPLOYEES	3,149	2,537	3,258	3,038
101-30-3202	1092	VISION INS - FT EMPLOYEES	513	359	506	419
101-30-3202	1093	MEDICAL INS - PT EMPL	3,161	4,020	2,130	-

FACILITIES MAINTENANCE - CITY HALL

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-3202	1094	DENTAL INS - PT EMPL	973	1,318	648	-
101-30-3202	1097	WORKER'S COMPENSATION	55,056	78,042	79,320	101,569
101-30-3202	1100	ACA AFFORDABILITY STIPEND	311	480	99	480
101-30-3202	1999	ALLOCATED PAYROLL	-	(15,527)	(15,527)	-
PERSONNEL EXPENDITURES:			494,485	511,220	511,615	561,906
101-30-3202	2061	CUSTODIAL SUPPLIES	13,253	16,000	16,000	16,000
101-30-3202	2063	FACILITY MTCE SERVICES/CONTRACTS	20,791	31,600	32,000	32,000
101-30-3202	2064	BUILDING TRADE SUPPLIES	66	-	-	-
101-30-3202	2069	CONTRACT SVC/PROJECTS	15,000	-	-	-
101-30-3202	2080	CONTRACT SVC/NON-CLASS	87,815	105,500	105,000	104,000
101-30-3202	2090	EQUIP MTCE & SUPPLIES	503	1,000	1,000	1,000
101-30-3202	2100	UTILITIES	181,620	187,000	151,300	190,000
101-30-3202	2150	RENTAL EXPENSE	61	100	65	100
101-30-3202	2170	SPECIAL MAT'LS-SUPPLIES	11,705	10,000	15,000	12,000
101-30-3202	2220	VEHICLE MTCE & SUPPLIES	30,948	30,800	29,468	32,340
101-30-3202	2225	VEHICLE MTCE - LEASED VEH	-	900	394	1,092
101-30-3202	2231	VANDALISM REPAIR	-	500	500	500
OPERATING EXPENDITURES:			361,762	383,400	350,727	389,032

FACILITIES MAINTENANCE - CITY HALL

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-3202	3880	C/O-MISCELLANEOUS OTHER	14,564	5,800	3,600	-
CAPITAL OUTLAY EXPENDITURES:			14,564	5,800	3,600	-
GENERAL FUND - FACILITIES MAINTENANCE TOTAL:			870,811	884,893	850,416	950,938
746-30-3202	2152	VEHICLE LEASE	-	19,950	9,340	25,863
746-30-3202	3820	C/O-AUTOMOTIVE	-	28,500	25,756	-
VEHICLE REPLACEMENT FUND - FACILITIES MAINTENANCE TOTAL:			-	48,450	35,096	25,863
FACILITIES MAINTENANCE TOTAL (ALL FUNDS):			870,811	933,343	885,512	976,801

PUBLIC SERVICES

Facilities Maintenance - Transit/Public Services ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2061	Custodial Supplies: Transportation/Public Services buildings	\$ 18,000
2063	Facility Maintenance Services:	25,000
	<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>	12,500
2069	Contract Services/Projects: Access control card reader system (50% share)	45,000
2080	Contract Services - Non-Classified:	43,000
	<i>Security alarm services</i>	3,800
	<i>Landscape maintenance</i>	3,900
	<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>Eyewash stations - maintenance</i>	1,500
	<i>Floor machine servicing</i>	4,000
	<i>Cleaning of floor mats, runners and misc. items</i>	2,500
	<i>Window cleaning</i>	1,500
	<i>Fire extinguisher service</i>	800
	<i>Misc. Services</i>	1,400

PUBLIC SERVICES

Facilities Maintenance - Transit/Public Services

ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2090	Equipment Maint & Supplies: Air compressor inspections, radios and auto scrubber	1,000
2170	Special Materials & Supplies: Electrical, plumbing, roofing, lumber, etc., and facility repair materials and special equipment for all buildings and activities	8,000
2231	Vandalism Repairs: Vandalism repairs	500

FACILITIES MAINTENANCE - TRANSPORTATION / PUBLIC SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-3205	1020	SALARIES & WAGES	158,965	172,477	162,443	206,727
101-30-3205	1030	PART TIME WAGES	38,445	35,947	18,260	49,442
101-30-3205	1045	COMP TIME PAY	-	-	1,757	-
101-30-3205	1048	MEDICAL OPT-OUT-GEN. UNIT	-	-	-	3,600
101-30-3205	1049	BILINGUAL/CERTIFICATION PAY	2,920	2,399	2,631	1,918
101-30-3205	1050	STAND BY PAY	606	-	130	-
101-30-3205	1060	PAID SICK LEAVE	1,636	3,200	33,219	11,589
101-30-3205	1065	ACCRUED PAID VACATION	7,777	6,960	40,771	-
101-30-3205	1070	PAID SICK LEAVE ON TERMIN	-	-	12,965	-
101-30-3205	1075	SEVERANCE PAY	-	-	15,000	-
101-30-3205	1080	MEDICARE	2,505	3,205	3,947	3,962
101-30-3205	1083	PERS - EMPLOYER PORTION	50,031	59,050	55,108	75,645
101-30-3205	1085	LIFE INSURANCE	463	671	454	582
101-30-3205	1088	LONG-TERM DISABILITY INSURANCE	1,208	1,742	1,221	2,088
101-30-3205	1090	MEDICAL INS - FT EMPLOYEES	36,897	41,669	38,936	41,410
101-30-3205	1091	DENTAL INS - FT EMPLOYEES	2,940	3,143	2,906	3,446
101-30-3205	1092	VISION INS - FT EMPLOYEES	502	410	460	449
101-30-3205	1093	MEDICAL INS - PT EMPL	3,682	4,020	2,101	-
101-30-3205	1094	DENTAL INS - PT EMPL	1,196	1,318	648	-
101-30-3205	1097	WORKER'S COMPENSATION	2,028	2,497	2,544	3,626
101-30-3205	1100	ACA AFFORDABILITY STIPEND	436	-	97	-
PERSONNEL EXPENDITURES:			312,238	338,708	395,599	404,483

FACILITIES MAINTENANCE - TRANSPORTATION / PUBLIC SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-3205	2061	CUSTODIAL SUPPLIES	19,077	18,000	12,000	18,000
101-30-3205	2063	FACILITY MTCE SERVICES/CONTRACTS	35,047	25,000	27,000	25,000
101-30-3205	2069	CONTRACT SVC/PROJECTS	-	-	-	45,000
101-30-3205	2080	CONTRACT SVC/NON-CLASS	41,558	42,500	45,000	43,000
101-30-3205	2090	EQUIP MTCE & SUPPLIES	-	1,000	1,000	1,000
101-30-3205	2100	UTILITIES	70,997	104,500	101,600	104,500
101-30-3205	2170	SPECIAL MAT'LS-SUPPLIES	10,679	8,000	10,000	8,000
101-30-3205	2220	VEHICLE MTCE & SUPPLIES	3,645	2,700	2,631	2,840
101-30-3205	2231	VANDALISM REPAIR	-	500	500	500
OPERATING EXPENDITURES:			181,002	202,200	199,731	247,840
101-30-3205	3850	C/O-TOOLS & WORK EQUIP	6,207	-	-	-
101-30-3205	3880	MISCELLANEOUS OTHER	63,658	-	-	-
CAPITAL OUTLAY EXPENDITURES:			69,865	-	-	-
GENERAL FUND - TRANSPORTATION/ PUBLIC SERVICES FACILITIES MAINTENANCE TOTAL:			563,105	540,908	595,330	652,323

Budget Program: Public Services - Facilities Maintenance - Social Services, 4101

Full Time Positions

Part Time Positions

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Maintenance Worker II	0.00	1.00	-	63,132	Maintenance Assistant	520	520	1	1	8,987	8,990
Maintenance Worker I	1.10	0.00	56,507	-							
TOTAL	1.10	1.00	56,507	63,132	TOTAL	520	520	1	1	8,987	8,990

PUBLIC SERVICES

Facilities Maintenance - Social Services ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2061	Custodial Supplies: Social Services	\$ 6,000
2063	Facility Maintenance Services: HVAC repairs, fire system repairs, and misc. plumbing, electrical, flooring and mechanical repairs	6,000
2080	Contract Services - Non-Classified:	19,700
	<i>Security alarm services</i>	4,600
	<i>Landscape maintenance</i>	4,100
	<i>HVAC maintenance</i>	3,000
	<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>	2,000
	<i>Misc. maintenance agreements -Calsense, fire extinguishers, etc.</i>	1,400
	<i>Access Control System Maintenance</i>	2,500
2170	Special Materials & Supplies: Electrical, plumbing, roofing, lumber, etc.	7,000
2231	Vandalism Repairs: Vandalism repairs	500

FACILITIES MAINTENANCE - SOCIAL SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-4101	1020	SALARIES & WAGES	49,068	56,507	45,031	63,132
101-30-4101	1030	PART TIME WAGES	11,243	8,987	9,983	8,990
101-30-4101	1048	MEDICAL OPT-OUT-GEN. UNIT	2,168	720	7,510	-
101-30-4101	1049	BILINGUAL/CERTIFICATION PAY	550	650	-	650
101-30-4101	1060	PAID SICK LEAVE	-	600	-	-
101-30-4101	1080	MEDICARE	915	978	907	1,055
101-30-4101	1083	PERS - EMPLOYER PORTION	15,464	19,346	15,083	23,100
101-30-4101	1085	LIFE INSURANCE	118	204	11	245
101-30-4101	1088	LONG-TERM DISABILITY INSURANCE	375	571	347	638
101-30-4101	1090	MEDICAL INS - FT EMPLOYEES	5,102	8,292	-	19,200
101-30-4101	1091	DENTAL INS - FT EMPLOYEES	781	1,168	-	1,168
101-30-4101	1092	VISION INS - FT EMPLOYEES	101	152	-	152
101-30-4101	1097	WORKER'S COMPENSATION	588	818	828	1,107
PERSONNEL EXPENDITURES:			86,472	98,993	79,700	119,437

FACILITIES MAINTENANCE - SOCIAL SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-4101	2061	CUSTODIAL SUPPLIES	5,061	10,000	3,000	6,000
101-30-4101	2063	FACILITY MTCE SERVICES/CONTRACTS	3,153	6,000	6,000	6,000
101-30-4101	2080	CONTRACT SVC/NON-CLASS	13,391	17,200	18,000	19,700
101-30-4101	2170	SPECIAL MAT'LS-SUPPLIES	3,634	5,000	7,000	7,000
101-30-4101	2231	VANDALISM REPAIR	-	500	500	500
OPERATING EXPENDITURES:			25,238	38,700	34,500	39,200
GENERAL FUND - SOCIAL SERVICES FACILITIES MAINTENANCE TOTAL:			111,711	137,693	114,200	158,637
SOCIAL SERVICES FACILITIES MAINTENANCE TOTAL (ALL FUNDS):			111,711	137,693	114,200	158,637

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

Full Time Positions

Part Time Positions

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Maintenance Worker II	1.00	1.00	63,133	63,132	Maintenance Assistant*	2,080	1,820	2	2	35,947	31,463
Maintenance Worker I	1.00	1.00	51,946	51,948							
					*FY 21-22 proposed hours reflect FY 20-21 budgeted hours prior to adjustments in response to COVID cost control.						
TOTAL	2.00	2.00	115,079	115,080	TOTAL	2,080	1,820	2	2	35,947	31,463

PUBLIC SERVICES

Facilities Maintenance - Senior Center ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2061	Custodial Supplies: Senior Center	\$ 20,000
2063	Facility Maintenance Services: HVAC repairs, fire system repairs, and misc. plumbing, electrical, flooring and mechanical repairs	10,000
2080	Contract Services - Non-Classified:	24,200
	<i>Security alarm services</i>	2,600
	<i>Landscape maintenance</i>	6,400
	<i>HVAC maintenance</i>	2,800
	<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>Window cleaning</i>	1,000
2170	Special Materials & Supplies: Electrical, plumbing, roofing, lumber, flooring, mechanical, etc.	8,000
2231	Vandalism Repairs: Vandalism repairs	500

FACILITIES MAINTENANCE - SENIOR CENTER

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-4104	1020	SALARIES & WAGES	113,933	115,079	118,104	115,080
101-30-4104	1030	PART TIME WAGES	15,493	35,947	9,884	31,463
101-30-4104	1048	MEDICAL OPT-OUT-GEN. UNIT	280	-	-	-
101-30-4104	1049	BILINGUAL/CERTIFICATION PAY	656	650	652	650
101-30-4104	1060	PAID SICK LEAVE	-	-	2,048	-
101-30-4104	1065	ACCRUED PAID VACATION	7,419	8,090	-	-
101-30-4104	1080	MEDICARE	1,958	2,316	1,895	2,134
101-30-4104	1083	PERS - EMPLOYER PORTION	35,696	39,397	39,907	42,108
101-30-4104	1085	LIFE INSURANCE	366	447	384	447
101-30-4104	1088	LONG-TERM DISABILITY INSURANCE	860	1,163	890	1,163
101-30-4104	1090	MEDICAL INS - FT EMPLOYEES	24,325	27,492	27,202	27,560
101-30-4104	1091	DENTAL INS - FT EMPLOYEES	2,237	2,336	2,334	2,336
101-30-4104	1092	VISION INS - FT EMPLOYEES	312	304	302	304
101-30-4104	1094	DENTAL INS - PT EMPL	117	-	-	-
101-30-4104	1097	WORKER'S COMPENSATION	1,248	1,666	1,692	2,018
PERSONNEL EXPENDITURES:			204,899	234,887	205,295	225,263

FACILITIES MAINTENANCE - SENIOR CENTER

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-4104	2061	CUSTODIAL SUPPLIES	21,473	20,000	10,000	20,000
101-30-4104	2062	MTCE & REPAIR SUPPLIES	-	4,000	-	-
101-30-4104	2063	FACILITY MTCE SERVICES/CONTRACTS	7,531	9,500	15,000	10,000
101-30-4104	2080	CONTRACT SVC/NON-CLASS	18,881	24,200	23,000	24,200
101-30-4104	2170	SPECIAL MAT'LS-SUPPLIES	8,974	8,000	8,000	8,000
101-30-4104	2231	VANDALISM REPAIR	-	500	500	500
OPERATING EXPENDITURES:			56,859	66,200	56,500	62,700
GENERAL FUND - SENIOR CENTER FACILITIES MAINTENANCE TOTAL:			261,758	301,087	261,795	287,963

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, patrons of the Norwalk Civic Center and the Norwalk Entertainment Center. The tri-level structure has 1,019 parking spaces providing ease to accessible and safe parking for visitors to the Norwalk Civic Center area. Management services for the Parking Structure, include attendant 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)

Budget Program: Public Services - Parking Structure Maintenance, 3203

Full Time Positions

Part Time Positions

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Maintenance Worker II	0.70	0.00	44,194	-							
Maintenance Worker I (a)	0.00	0.50	-	23,948							
(a) 50% Transportation/Public Services - Facilities Maint.											
TOTAL	0.70	0.50	44,194	23,948	TOTAL	0	0	0	0	-	-

PUBLIC SERVICES
Civic Center Parking Structure
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2063	Facility Maintenance Services:	\$ 12,500
	<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	Contract Services - Projects: LED Light Replacement Project for structure. Currently induction lighting. Approx. 300 ea. Fixtures	12,400
2080	Contract Services - Non-Classified:	244,000
	<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>	36,400
	<i>Landscaping maintenance</i>	7,700
	<i>Misc. Contract Services - striping, hose reels, extinguisher, etc.</i>	2,400
	<i>Access card reader maintenance</i>	5,000
	<i>Window cleaning</i>	2,000
2170	Special Materials/Supplies: Materials needed for daily structure operation - paint, bulbs, chemicals, trash can liners, etc.	5,000

PUBLIC SERVICES
Civic Center Parking Structure
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2231	Vandalism Repair: Vandal shield window covering, fire box repair/extinguishers, etc.	2,500
3850	Capital Outlay - Tools and Work Equipment : Airless paint sprayer, (new)	4,600
3880	Capital Outlay - Miscellaneous: Civic Center signage, (3) new	40,000

PARKING STRUCTURE OPERATIONS

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-90-9243	3990	TRANSFER TO COVER REVENUE SHORTFALL	-	447,106	426,949	405,553
GENERAL FUND - PARKING STRUCTURE OPERATIONS TOTAL:			-	447,106	426,949	405,553
243-30-3203	1020	SALARIES & WAGES	33,147	44,194	40,035	23,948
243-30-3203	1030	PART TIME WAGES / PSO	9,623	-	2,742	-
243-30-3203	1048	MEDICAL OPT-OUT GEN. UNIT	-	-	-	3,600
243-30-3203	1049	BILINGUAL/CERTIFICATION PAY	367	455	412	-
243-30-3203	1080	MEDICARE	593	648	626	399
243-30-3203	1083	PERS - EMPLOYER PORTION	10,443	15,130	13,589	8,763
243-30-3203	1085	LIFE INSURANCE	112	172	133	93
243-30-3203	1088	LONG-TERM DISABILITY INSURANCE	260	446	308	242
243-30-3203	1090	MEDICAL INS - FT EMPLOYEES	9,331	13,440	12,100	-
243-30-3203	1091	DENTAL INS - FT EMPLOYEES	631	818	736	-
243-30-3203	1092	VISION INS - FT EMPLOYEES	82	106	95	-
243-30-3203	1093	MEDICAL INS - PT EMPLOYEES	213	-	-	-
243-30-3203	1097	WORKER'S COMPENSATION	492	640	450	420
243-30-3203	1098	OPEB - ACTIVE FT EMPLOYEES	4,200	4,200	4,200	4,200
PERSONNEL EXPENDITURES:			69,494	80,249	75,426	41,665

PARKING STRUCTURE OPERATIONS

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
243-30-3203	2063	FACILITY MTCE SVC/CONTRACTS	7,553	12,500	12,500	12,500
243-30-3203	2069	CONTRACT SVC/PROJECTS	-	58,600	58,572	12,400
243-30-3203	2080	CONTRACT SVC/NON-CLASS	172,621	57,500	57,000	244,000
243-30-3203	2100	UTILITIES	32,636	46,100	36,700	46,100
243-30-3203	2170	SPECIAL MAT'LS-SUPPLIES	6,004	5,000	3,000	5,000
243-30-3203	2190	TELEPHONE & FAX	1,199	3,400	1,700	3,400
243-30-3203	2231	VANDALISM REPAIR	-	2,500	2,500	2,500
243-30-3203	2450	LIAB, FIRE & OTHERS INS.	28,644	37,000	37,000	41,000
OPERATING EXPENDITURES:			248,657	222,600	208,972	366,900
243-30-3203	3850	C/O-TOOLS & EQUIPMENT	-	-	-	4,600
243-30-3203	3880	C/O-MISCELLANEOUS OTHER	-	-	-	40,000
CAPITAL OUTLAY EXPENDITURES:			-	-	-	44,600
243-90-9320	3990	TRANSFER TO DEBT SERVICE FUND	254,512	254,512	252,827	252,388
PARKING STRUCTURE OPERATION FUND TOTAL:			572,664	557,361	537,225	705,553
243-90-9101	4790	TRANSFER IN / CITY'S FUNDING	-	(447,106)	(426,949)	(405,553)
PARKING STRUCTURE ALL FUNDS TOTAL:			572,664	557,361	537,225	705,553

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

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Public Services Manager (a)	0.10	0.10	13,733	13,734	Public Safety Officer I (c)	9,802	10,756	6	7	275,593	302,392
Maintenance Supervisor (b)	0.10	0.10	7,963	8,364	Station Attendant	-	3,120	0	2	-	55,106
Public Safety Officer II (c)	1.00	1.00	69,891	69,900							
Maintenance Worker II (d)	0.56	0.50	35,355	28,632							
Transit Administrative Specialist (e)	0.34	0.34	21,040	22,084							
(a) 90% Public Services - Administration											
(b) 45% City Hall - Facilities Maint., 45% Transportation/Public Services - Facilities Maint.											
(c) Under Public Safety supervision											
(d) 50% Transportation/Public Services - Facilities Maint.											
(e) 66% Transit Admin.											
TOTAL	2.10	2.04	147,982	142,714	TOTAL	9,802	13,876	6	9	275,593	357,498

PUBLIC SERVICES

Norwalk/Santa Fe Springs Transportation Center ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2063	Facility Maintenance Services:	\$ 8,000
	<i>Elevator repair</i>	2,500
	<i>General maintenance - plant material, paint, lights, etc.</i>	3,500
	<i>Fire sprinkler repairs</i>	2,000
2069	Contract Services - Projects: LED Light Replacement Project - SFS Parking Lot. Approx. 30 ea. fixtures which are currently high pressure sodium	22,000
2080	Contract Services - Non-Classified:	60,000
	<i>Elevator maintenance</i>	4,200
	<i>Structure sweeping services</i>	21,400
	<i>Landscaping maintenance</i>	25,600
	<i>Alarm monitoring</i>	4,600
	<i>Misc. Contract Services - fire extinguishers, etc.</i>	1,400
	<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
2170	Special Materials/Supplies: Maintenance supplies - bulbs, ballasts, paint, decals, trash can liners, etc.	5,000
2231	Vandalism Repairs: Damage to structure, windows, and platforms	500

PUBLIC SERVICES

Norwalk/Santa Fe Springs Transportation Center ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2401	Parking Citations Surcharge: State mandated surcharges for parking citations	3,000
3850	Capital Outlay - Tools & Work Equipment Pressure Washer, Hot Water/High Pressure (Repl. #8426)*	15,000
227-3206	EV Charging Stations	
2080	Contract Services - Non-Classified: Electric vehicle charging station maintenance - customer support, data access, reporting, etc.	2,500
2100	Utilities: Electric meter charges	5,000
2170	Special Materials/Supplies: Credit card receipt paper, printer parts, etc.	500

TRANSPORTATION CENTER OPERATIONS

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
227-30-3204	1020	REG SALARIES & WAGES	120,661	147,982	133,477	142,714
227-30-3204	1030	PART TIME WAGES / PSO	44,732	275,593	154,722	357,498
227-30-3204	1040	OVERTIME SALARY & WAGES	-	-	19,623	-
227-30-3204	1048	MEDICAL OPT-OUT-GEN. UNIT	1,501	2,448	1,567	2,448
227-30-3204	1049	BILINGUAL/CERTIFICATION PAY	1,723	1,950	1,776	1,586
227-30-3204	1050	STANDBY PAY	152	-	34	-
227-30-3204	1054	CELLPHONE ALLOWANCE	-	-	16	-
227-30-3204	1060	PAID SICK LEAVE	1,016	2,000	13,524	2,000
227-30-3204	1065	ACCRUED PAID VACATION	5,267	6,000	4,000	6,000
227-30-3204	1052	AUTO ALLOWANCE	-	240	-	-
227-30-3204	1078	MANAGEMENT BENEFIT 401A	265	275	277	275
227-30-3204	1080	MEDICARE	2,513	6,342	4,771	7,450
227-30-3204	1081	MGMT BENEFIT/MEDICAL	935	1,097	1,108	1,263
227-30-3204	1083	PERS - EMPLOYER PORTION	38,127	50,663	45,348	52,222
227-30-3204	1085	LIFE INSURANCE	208	317	237	451
227-30-3204	1088	LONG-TERM DISABILITY INSURANCE	927	1,495	1,031	1,441
227-30-3204	1090	MEDICAL INS - FT EMPLOYEES	16,446	21,794	20,190	19,880
227-30-3204	1090M	MEDICAL INS - MANAGEMENT	-	-	435	836
227-30-3204	1091	DENTAL INS - FT EMPLOYEES	1,749	2,056	1,956	1,986

TRANSPORTATION CENTER OPERATIONS

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
227-30-3204	1092	VISION INS - FT EMPLOYEES	248	290	275	281
227-30-3204	1093	MEDICAL INS - PT EMPL	1,187	2,000	6,036	2,000
227-30-3204	1094	DENTAL INS - PT EMPL	9	-	140	-
227-30-3204	1097	WORKER'S COMPENSATION	1,752	2,143	2,184	2,503
227-30-3204	1098	OPEB - ACTIVE FT EMPLOYEES	13,200	13,200	13,200	13,200
PERSONNEL EXPENDITURES:			252,615	537,885	425,926	616,034
227-30-3204	2063	FACILITY MTCE SVC/CONTRACTS	7,747	8,000	8,000	8,000
227-30-3204	2069	CONTRACT SVC/PROJECTS	-	24,000	22,000	22,000
227-30-3204	2080	CONTRACT SVC/NON-CLASS	53,637	58,700	58,000	60,000
227-30-3204	2100	UTILITIES	35,520	37,000	32,700	37,000
227-30-3204	2170	SPECIAL MAT'LS-SUPPLIES	461	5,000	5,000	5,000
227-30-3204	2190	TELEPHONE & FAX	491	4,000	600	4,500
227-30-3204	2192	INTERNET	-	500	-	-
227-30-3204	2231	VANDALISM REPAIR	160	500	500	500
227-30-3204	2401	PARKING CITATIONS SURCHARGE	1,713	2,500	2,000	3,000
227-30-3204	2450	LIAB, FIRE & OTHERS INS.	32,552	42,100	42,100	44,300
OPERATING EXPENDITURES:			132,280	182,300	170,900	184,300
227-30-3204	3850	C/O-TOOLS & EQUIPMENT	-	-	-	15,000
CAPITAL OUTLAY EXPENDITURES:			-	-	-	15,000

TRANSPORTATION CENTER OPERATIONS

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
EV CHARGING STATIONS						
227-30-3206	2080	CONTRACT SVC/NON-CLASS	-	2,500	-	2,500
227-30-3206	2100	UTILITIES	665	5,000	400	5,000
227-30-3206	2170	SPECIAL MAT'LS-SUPPLIES	44	500	-	500
OPERATING EXPENDITURES:			709	8,000	400	8,000
TRANSIT CENTER OPERATION FUND						
TOTAL:			385,605	728,185	597,226	823,334

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)

Budget Program: Public Services - Street Maintenance, 3302

Full Time Positions

Part Time Positions

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Maintenance Supervisor (a)	0.45	0.45	41,473	41,472							
Maintenance Worker III (b)	0.75	0.75	52,422	47,547							
Maintenance Worker II	2.00	2.00	126,266	126,264							
Maintenance Worker I	0.00	2.00	-	94,224							
Facility Maintenance I	1.00	0.00	55,667	-							
(a) 10% Street Sweeping, 45% Graffiti											
(b) 25% Sewer											
TOTAL	4.20	5.20	275,828	309,507	TOTAL	-	-	-	-	-	-

PUBLIC SERVICES
Street Maintenance
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2080	Contract Services - Non-Classified:	\$ 9,800
	<i>Landscaping maintenance</i>	2,600
	<i>Hazardous materials removal</i>	7,000
	<i>Fire extinguisher service</i>	200
2090	Equipment Maintenance & Supplies:	500
	Pumps, sprayers, ventilators, grinding bits, and hydraulic hoses	
2180	Small Tools:	400
	Finishing tools and hand tools	
Prop C - 2080	Contract Services - Non-Classified:	163,000
	Bus stop maintenance	
Measure R - 2080	Contract Services - Non-Classified:	307,500
	<i>Citywide sidewalk/curb & gutter repairs</i>	300,000
	<i>Bus stop repairs and street/right-of-way repairs</i>	7,500
Measure R - 2170	Special Materials/Supplies:	50,000
	Asphalt/street repair products	

PUBLIC SERVICES

Street Maintenance

ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
Highway User Tax (HUT) Section 2103 - 2080	Contract Services - Non-Classified: Bridge preventative maintenance - City's share for County bridge inspection/maintenance program	10,000
746-2152	Vehicle Lease: Annual lease payment for (4) vehicles	34,473
746-3880	Capital Outlay - Other: Trailer for patch roller unit no. 6223, (asset no. 9169)	7,000

STREET MAINTENANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-3302	1020	REG SALARIES & WAGES	236,059	275,828	202,932	309,507
101-30-3302	1045	COMP TIME PAY	93	-	404	-
101-30-3302	1049	BILINGUAL/CERTIFICATION PAY	352	293	322	293
101-30-3302	1050	STAND BY PAY	1,707	-	1,170	-
101-30-3302	1060	PAID SICK LEAVE	7,417	13,200	3,886	1,569
101-30-3302	1065	ACCRUED PAID VACATION	7,795	8,460	14,008	4,537
101-30-3302	1070	PAID SICK LEAVE ON TERMINATION	4,823	-	41,746	-
101-30-3302	1075	SEVERANCE PAY	2,250	-	17,750	-
101-30-3302	1080	MEDICARE	2,845	4,316	3,835	4,579
101-30-3302	1083	PERS - EMPLOYER PORTION	73,718	94,429	68,336	113,251
101-30-3302	1085	LIFE INSURANCE	784	1,070	649	687
101-30-3302	1088	LONG-TERM DISABILITY INSURANCE	1,816	2,786	1,502	3,127
101-30-3302	1090	MEDICAL INS - FT EMPLOYEES	57,606	74,586	49,890	96,244
101-30-3302	1091	DENTAL INS - FT EMPLOYEES	4,132	4,906	3,290	6,074
101-30-3302	1092	VISION INS - FT EMPLOYEES	535	639	426	791
101-30-3302	1097	WORKER'S COMPENSATION	15,456	62,094	63,120	81,527
101-30-3302	1999	ALLOCATED PAYROLL	-	(5,129)	(5,129)	-
PERSONNEL EXPENDITURES:			417,388	537,478	468,139	622,185

STREET MAINTENANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-3302	2080	CONTRACT SVC/NON-CLASS	6,662	9,700	9,700	9,800
101-30-3302	2090	EQUIP MTCE & SUPPLIES	-	500	500	500
101-30-3302	2180	SMALL TOOLS	-	400	400	400
101-30-3302	2220	VEHICLE MTCE & SUPPLIES	67,649	62,700	77,605	79,160
101-30-3302	2225	VEHICLE MTCE - LEASED VEH	-	1,100	553	1,671
OPERATING EXPENDITURES:			74,310	74,400	88,758	91,531
101-30-3302	3991	INTER-FUND TXFR/HUT SECTION 2103	(82,500)	(165,000)	(165,000)	(250,000)
101-30-3302	3996	INTER-DEPT TXFR/GAS TAX	(263,049)	(330,000)	(340,000)	(400,000)
INTER-DEPARTMENTAL TRANSFERS:			(345,549)	(495,000)	(505,000)	(650,000)
GENERAL FUND - STREET MAINTENANCE TOTAL:			146,150	116,878	51,897	63,716
204-70-7199	3996	INTER-DEPT TXFR/GAS TAX	263,049	330,000	340,000	400,000
GAS TAX FUND - STREET MAINTENANCE TOTAL:			263,049	330,000	340,000	400,000

STREET MAINTENANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
227-30-3302	2080	CONTRACT SERVICES	154,539	159,000	159,000	163,000
PROP C FUND - STREET MAINTENANCE TOTAL:			154,539	159,000	159,000	163,000
228-30-3302	2080	CONTRACT SERVICES	250,974	307,500	307,500	307,500
228-30-3302	2170	SPECIAL MATERIALS/SUPPLIES	50,543	50,000	50,000	50,000
MEASURE R FUND - STREET MAINTENANCE TOTAL:			301,517	357,500	357,500	357,500
426-30-3302	3991	INTER-FUND TXFR/ HUT SECTION 2103	82,500	165,000	165,000	250,000
426-30-3302	2080	CONTRACT SERVICES	-	10,000	10,000	10,000
HIGHWAY USER TAX (HUT) SECTION 2103 FUND - STREET MAINTENANCE TOTAL:			82,500	175,000	175,000	260,000

STREET MAINTENANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
746-30-3302	2152	VEHICLE LEASE	-	21,500	11,222	34,473
746-30-3302	3820	C/O-AUTOMOTIVE EQUIPMENT	-	19,600	12,955	-
746-30-3302	3880	C/O-OTHER	-	-	-	7,000
VEHICLE REPLACEMENT FUND - STREET MAINTENANCE TOTAL:			-	41,100	24,177	41,473
STREET MAINTENANCE TOTAL (ALL FUNDS):			947,755	1,179,478	1,107,574	1,285,689

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, raised pavement markers, and parking bumper stops. The Section maintains all pavement markings City-wide which includes center lines, lane lines, stop bars, crosswalks, etc. This Section also maintains all parking lot markings/linework lots at the Social Service Center, Senior Citizens Center, Alondra Library, City Hall, Transportation Center, Parking Structure, and City parks. 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 charges related to street name signs and retro-reflectivity 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 21-22 COST
2090	Equipment Maintenance & Supplies: Repair parts for specialized equipment such as paint guns and hose reels	\$ 500
2180	Small Tools: Various hand tools and replacement costs	500
Measure R - 2080	Contract Services - Non-Classified: Traffic control device caused by auto accidents and bridge repairs	5,000
Measure R - 2120	Non-Illuminated Signs: City-wide warning and regulatory signs, street sweeping signage, no parking signs, misc. signage City-wide	66,000
Measure R - 2170	Special Materials & Supplies: Paint, thinners, poles, fencing, guard rails, cones, barricades, bolts dots, bolts, cement, epoxy, etc. for right-of-way areas	10,000
Measure R - 2210	Traffic Marking Materials: Paint for striping and legend replacement	25,000
Measure M- 2080	Contract Services-Non-Classified: Traffic Master Plan (carry-over from FY20/21)	200,000
Highway User Tax (HUT)	Contract Services - Non-Classified: Re-striping of lanes/roadway markings and crosswalk thermoplastic installation (carry-over from FY20/21)	75,000

TRAFFIC MAINTENANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-3303	1020	SALARIES & WAGES	261,542	270,563	264,676	270,565
101-30-3303	1048	MEDICAL OPT-OUT-GEN. UNIT	477	720	456	720
101-30-3303	1049	BI-LINGUAL/CERTIFICATION PAY	1,311	1,300	1,305	1,300
101-30-3303	1050	STANDBY PAY	514	-	611	-
101-30-3303	1060	PAID SICK LEAVE	5,480	6,900	7,887	5,346
101-30-3303	1065	ACCRUED PAID VACATION	7,379	8,150	4,900	4,848
101-30-3303	1080	MEDICARE	3,909	4,169	4,058	4,099
101-30-3303	1083	PERS - EMPLOYER PORTION	81,892	92,627	89,363	99,001
101-30-3303	1085	LIFE INSURANCE	878	1,051	882	1,051
101-30-3303	1088	LONG-TERM DISABILITY INSURANCE	2,036	2,733	2,041	2,733
101-30-3303	1090	MEDICAL INS - FT EMPLOYEES	65,739	72,583	72,331	75,362
101-30-3303	1091	DENTAL INS - FT EMPLOYEES	4,764	4,789	4,733	4,789
101-30-3303	1092	VISION INS - FT EMPLOYEES	617	624	613	624
101-30-3303	1097	WORKER'S COMPENSATION	41,220	54,817	55,716	71,445
101-30-3303	1999	ALLOCATED PAYROLL	-	(5,914)	(5,914)	-
PERSONNEL EXPENDITURES:			477,759	515,112	503,657	541,883

TRAFFIC MAINTENANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-3303	2090	EQUIP MTCE & SUPPLIES	-	500	500	500
101-30-3303	2170	SPECIAL MAT'LS-SUPPLIES	8	-	100	-
101-30-3303	2180	SMALL TOOLS	-	500	500	500
101-30-3303	2225	VEHICLE MTCE - LEASED VEH	-	-	-	270
101-30-3303	2220	VEHICLE MTCE & SUPPLIES	29,623	20,100	20,100	21,110
OPERATING EXPENDITURES:			29,631	21,100	21,200	22,380
101-30-3303	3880	MISCELLANEOUS OTHER	6,148	-	-	-
CAPITAL OUTLAY EXPENDITURES:			6,148	-	-	-
101-30-3303	3991	INTER-FUND TXFR/HUT SECTION 2103	(185,000)	(370,000)	(350,000)	(370,000)
101-30-3303	3996	INTER-DEPT TXFR/GAS TAX	(158,736)	(175,000)	(165,000)	(175,000)
GENERAL FUND - TRAFFIC MAINTENANCE TOTAL:			169,802	(8,788)	9,857	19,263

TRAFFIC MAINTENANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
204-70-7199	3996	INTER-DEPT TXFR/GAS TAX	158,736	175,000	165,000	175,000
GAS TAX FUND - TRAFFIC MAINTENANCE TOTAL:			158,736	175,000	165,000	175,000
228-30-3303	2080	CONTRACT SERVICES	2,333	5,000	2,000	5,000
228-30-3303	2120	NON-ILLUMINATED SIGNS	59,728	70,000	72,000	66,000
228-30-3303	2170	SPECIAL MAT'LS-SUPPLIES	4,375	15,000	5,000	10,000
228-30-3303	2210	TRAFFIC MARKING MATERIALS	20,127	30,000	8,000	25,000
MEASURE R FUND - TRAFFIC MAINTENANCE TOTAL:			86,562	120,000	87,000	106,000
229-30-3303	2080	CONTRACT SVC/NON-CLASS	-	200,000	-	200,000
MEASURE M FUND - TRAFFIC MAINTENANCE TOTAL:			-	200,000	-	200,000
426-30-3303	2080	CONTRACT SVC/NON-CLASS	-	75,000	-	75,000
426-30-3303	3991	INTER-FUND TXFR/HUT SECTION 2103	185,000	370,000	350,000	370,000
HIGHWAY USER TAX SECTION 2103 FUND - TRAFFIC MAINTENANCE TOTAL:			185,000	445,000	350,000	445,000

TRAFFIC MAINTENANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
746-30-3303	2152	VEHICLE LEASE	-	-	-	7,534
VEHICLE REPLACEMENT FUND - TRAFFIC MAINTENANCE TOTAL:			-	-	-	7,534
TRAFFIC MAINTENANCE TOTAL (ALL FUNDS):			600,101	931,212	611,857	952,797

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 21-22 COST
2102	Utilities - Traffic Signals: Energy costs for signalized intersections	\$ 68,900
2103	Utilities - Safety Lighting: Energy costs for safety lights at intersections to illuminate pedestrian crossings	74,800
2104	Utilities - Edison Street Lights: Energy and maintenance costs for Edison-owned street lights	132,900
3305-2104	Utilities - City- Owned Street Lights: Energy and maintenance costs for City-owned street lights	10,000
Measure R - 2080	Contract Services - Non-Classified: Shared signal maintenance/utility costs; signal repairs, pole replacements: <i>Artesia/Norwalk shared signal maintenance (Pioneer x 166th)</i> <i>Cerritos/Norwalk shared maintenance (Norwalk x 166th)</i> <i>Signal cabinet service and repair; contract services</i>	16,000 3,000 3,000 10,000
Measure R - 2170	Special Materials & Supplies: Electronic equipment and supplies (signal cabinet wiring, radios, etc.)	5,000
Measure R - 2171	Special Materials - Intersection Safety Lights: Intersection safety light materials, parking lot lighting	5,000

PUBLIC SERVICES
Signals & Street Lighting
 ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
Measure R - 2172	Special Materials - Signals: Lamps, hardware, and specialized equipment. New controllers	20,000
746-2152	Vehicle Lease: Annual lease payment for (1) vehicle	8,253

SIGNALS & STREET LIGHTING

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-3304	1020	REG SALARIES & WAGES	167,924	174,901	161,422	174,901
101-30-3304	1040	OVERTIME SALARY & WAGES	11,504	-	-	-
101-30-3304	1048	MEDICAL OPT-OUT-GEN. UNIT	477	720	318	720
101-30-3304	1049	BI-LINGUAL/CERTIFICATION PAY	656	650	652	650
101-30-3304	1050	STAND BY PAY	6,810	6,500	6,313	6,500
101-30-3304	1060	PAID SICK LEAVE	6,084	9,700	36,491	4,280
101-30-3304	1065	ACCRUED PAID VACATION	-	-	33,000	-
101-30-3304	1074	SEVERANCE PAY	-	-	10,000	-
101-30-3304	1080	MEDICARE	1,519	2,791	3,599	2,712
101-30-3304	1083	PERS - EMPLOYER PORTION	52,505	59,877	54,418	63,998
101-30-3304	1085	LIFE INSURANCE	564	679	537	679
101-30-3304	1088	LONG-TERM DISABILITY INSURANCE	1,307	1,767	1,244	1,767
101-30-3304	1090	MEDICAL INS - FT EMPLOYEES	35,136	39,415	38,461	39,442
101-30-3304	1091	DENTAL INS - FT EMPLOYEES	2,430	2,453	2,342	2,453
101-30-3304	1999	ALLOCATED PAYROLL	-	(5,866)	(5,866)	-
PERSONNEL EXPENDITURES:			289,197	296,440	345,815	301,489

SIGNALS & STREET LIGHTING

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-3304	2100	UTILITIES	6,293	8,500	6,000	6,000
101-30-3304	2102	UTILITIES-TRAFFIC SIGNALS	55,769	67,600	68,900	68,900
101-30-3304	2103	UTILITIES-SAFETY LIGHTING	43,904	70,400	74,800	74,800
101-30-3304	2104	UTILITIES-EDISON ST LIGHT	125,113	150,100	132,900	132,900
101-30-3304	2220	VEHICLE MTCE & SUPPLIES	39,131	39,400	36,170	41,370
101-30-3304	2225	VEHICLE MTCE - LEASED VEH	-	300	56	336
OPERATING EXPENDITURES:			270,210	336,300	318,826	324,306
GENERAL FUND - SIGNALS & STREET LIGHTING TOTAL:			559,408	632,740	664,641	625,795

SIGNALS & STREET LIGHTING

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
CITY-OWNED STREET LIGHTS						
101-30-3305	2080	CONTRACT SVC/NON-CLASS	33,060	-	863	265,000
101-30-3305	2100	UTILITIES	-	-	342	-
101-30-3305	2104	UTILITIES-EDISON ST LIGHT	315,599	390,000	392,000	392,000
101-30-3305	2170	SPECIAL MAT'LS-SUPPLIES	-	-	-	10,000
OPERATING EXPENDITURES:			348,660	390,000	393,205	667,000
101-30-3305	3880	MISCELLANEOUS OTHER	34,269	-	-	-
CAPITAL OUTLAY EXPENDITURES:			34,269	-	-	-
101-90-9320	3990	DEBT SERVICE PAYMENT	410,017	410,016	410,016	410,016
DEBT SERVICE EXPENDITURES:			410,017	410,016	410,016	410,016
GENERAL FUND - CITY-OWNED STREET LIGHTING TOTAL:			792,946	800,016	803,221	1,077,016

SIGNALS & STREET LIGHTING

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-3304	3996	INTER-DEPT TXFR/GAS TAX	(532,530)	(560,000)	(560,000)	(560,000)
GENERAL FUND - SIGNALS & STREET LIGHTING TOTAL:			819,823	872,756	907,862	1,142,811
431-30-3305	2069	CONTRACT SVS/PROJECTS	1,560,640	27,074	27,000	-
431-30-3305	2080	CONTRACT SVS/PROJECTS	-	250,000	250,000	-
OPERATING EXPENDITURES:			1,560,640	277,074	277,000	-
STREET LIGHT PROJECT LOAN PROCEEDS - SIGNALS & STREET LIGHTING TOTAL:			1,560,640	277,074	277,000	-
204-70-7199	3996	INTER-DEPT TXFR/GAS TAX	1,581,922	560,000	560,000	560,000
GAS TAX FUND - SIGNALS & ST. LIGHTING TOTAL:			1,581,922	560,000	560,000	560,000

SIGNALS & STREET LIGHTING

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
228-30-3304	2080	CONTRACT SERVICES	400	30,000	10,000	16,000
228-30-3304	2170	SPECIAL MAT'LS- SUPPLIES	1,982	7,500	4,000	5,000
228-30-3304	2171	SPECIAL MAT'LS-ST.LIGHTS	3,126	15,000	1,500	5,000
228-30-3304	2172	SPECIAL MAT'LS-SIGNALS	1,390	40,000	1,000	20,000
228-30-3304	3880	C/O-MISCELLANEOUS OTHER	48,837	27,000	27,000	-
MEASURE R FUND - SIGNALS & ST. LIGHTING TOTAL:			55,734	119,500	43,500	46,000
746-30-3304	2152	VEHICLE LEASE	-	6,400	1,375	8,253
746-30-3304	3820	C/O-AUTOMOTIVE EQUIPMENT	-	7,600	2,324	-
EQUIPMENT & VEHICLE REPLACEMENT FUND - SIGNALS & ST. LIGHTING TOTAL:			-	14,000	3,699	8,253
SIGNALS & STREET LIGHTING TOTAL (ALL FUNDS):			4,018,120	1,843,330	1,792,061	1,757,064

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 curb 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.

Budget Program: Public Services - Street Sweeping, 3402

Full Time Positions

Part Time Positions

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Maintenance Supervisor (a)	0.10	0.10	9,216	9,216							
(a) 45% Street Maintenance, 45% Graffiti											
TOTAL	0.10	0.10	9,216	9,216	TOTAL	-	-	-	-	-	-

PUBLIC SERVICES

Street Sweeping

ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2080	Contract Services - Non-Classified: City-wide street sweeping contract services	\$ 900,000

STREET SWEEPING

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-3402	1020	REG SALARIES & WAGES	8,713	9,216	9,356	9,216
101-30-3402	1049	BILINGUAL/CERTIFICATION PAY	67	65	66	65
101-30-3402	1050	STAND BY PAY	408	-	207	-
101-30-3402	1060	PAID SICK LEAVE	365	600	872	448
101-30-3402	1065	ACCRUED PAID VACATION	444	550	-	-
101-30-3402	1080	MEDICARE	145	152	152	141
101-30-3402	1083	PERS - EMPLOYER PORTION	2,736	3,156	3,166	3,373
101-30-3402	1085	LIFE INSURANCE	33	36	32	36
101-30-3402	1088	LONG-TERM DISABILITY INSURANCE	75	93	74	93
101-30-3402	1090	MEDICAL INS - FT EMPLOYEES	1,651	1,659	1,668	1,672
101-30-3402	1091	DENTAL INS - FT EMPLOYEES	125	117	122	117
101-30-3402	1092	VISION INS - FT EMPLOYEES	16	16	16	16
101-30-3402	1097	WORKER'S COMPENSATION	108	133	132	162
PERSONNEL EXPENDITURES:			14,887	15,793	15,863	15,339
101-30-3402	2080	CONTRACT SVC/NON-CLASS	833,369	860,000	864,000	900,000
OPERATING EXPENDITURES:			833,369	860,000	864,000	900,000

STREET SWEEPING

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-3402	3996	INTER-DEPT TXFR/GAS TAX	(370,000)	(370,000)	(370,000)	(475,000)
101-30-3402	3998	INTER-FUND TXFR/AQMD	(87,564)	(87,564)	(87,564)	(87,564)
GENERAL FUND - STREET SWEEPING TOTAL:			390,692	418,229	422,299	352,775
204-70-7199	3996	INTER-DEPT TXFR/GAS TAX	370,000	370,000	370,000	475,000
GAS TAX FUND - STREET SWEEPING TOTAL:			370,000	370,000	370,000	475,000
213-30-3402	3998	INTER-FUND TXFR/AB2766	87,564	87,564	87,564	87,564
AQMD FUND - STREET SWEEPING TOTAL:			87,564	87,564	87,564	87,564
STREET SWEEPING TOTAL (ALL FUNDS:			848,256	875,793	879,863	915,339

PUBLIC SERVICES

Graffiti Removal

ACTIVITIES AND OBJECTIVES

Description of Activities

The Graffiti Removal Section is responsible for the timely removal of graffiti city-wide which includes: 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.

Budget Program: Public Services - Graffiti Removal, 3404

Full Time Positions

Part Time Positions

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Maintenance Supervisor (a)	0.45	0.45	41,473	41,472	Maintenance Assistant	1,300	1,300	1	1	22,467	22,474
Facility Maintenance II	1.00	0.00	67,751	-							
Maintenance Worker II	1.00	2.00	63,133	114,528							
Maintenance Worker I	2.00	1.00	97,378	47,700							
(a) 45% Street Maintenance, 10% Street Sweeping											
TOTAL	4.45	3.45	269,735	203,700	TOTAL	1,300	1,300	1	1	22,467	22,474

PUBLIC SERVICES

Graffiti Removal

ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2090	Equipment Maintenance & Supplies: Repair airless sprayers, guns, tips, hoses, sandblasting equipment, pressure washer, etc.	\$ 1,200
2170	Special Materials & Supplies: Sand, paint, rollers, brushes, drop cloths, paint trays, etc.	30,000
746-2152	Vehicle Lease: Annual lease payment for (2) vehicles	15,068
746-3820	Capital Outlay - Automotive Equipment: Aftermarket equipment for units replacing nos. 6343 and 6344 (asset no. 11419 and 13193)	15,000

GRAFFITI REMOVAL

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-3404	1020	REG SALARIES & WAGES	253,096	269,735	203,134	203,700
101-30-3404	1030	PART TIME WAGES	18,269	22,467	11,264	22,474
101-30-3404	1049	BILINGUAL/CERTIFICATION PAY	2,204	2,243	2,033	1,593
101-30-3404	1050	STAND BY PAY	1,005	1,000	733	1,000
101-30-3404	1048	MEDICAL OPT-OUT- GEN. UNIT	-	-	1,600	-
101-30-3404	1060	PAID SICK LEAVE	1,668	2,700	24,195	1,569
101-30-3404	1065	ACCRUED PAID VACATION	6,597	7,790	28,652	13,792
101-30-3404	1070	PAID SICK LEAVE ON TERMINATION	-	-	220	-
101-30-3404	1075	SEVERANCE PAY	-	-	30,000	-
101-30-3404	1080	MEDICARE	3,044	4,435	3,942	3,539
101-30-3404	1083	PERS - EMPLOYER PORTION	79,588	92,343	68,920	74,535
101-30-3404	1085	LIFE INSURANCE	721	884	574	581
101-30-3404	1088	LONG-TERM DISABILITY INSURANCE	1,968	2,725	1,652	2,057
101-30-3404	1090	MEDICAL INS - FT EMPLOYEES	60,531	67,724	54,843	62,644
101-30-3404	1091	DENTAL INS - FT EMPLOYEES	5,081	5,198	3,851	4,030
101-30-3404	1092	VISION INS - FT EMPLOYEES	671	677	583	525
101-30-3404	1094	DENTAL INS - PT EMPLOYEES	29	-	182	1,167
101-30-3404	1097	WORKER'S COMPENSATION	52,140	9,006	9,156	10,371
101-30-3404	1999	ALLOCATED PAYROLL	-	(2,645)	(2,645)	-
PERSONNEL EXPENDITURES:			486,612	486,281	442,888	403,577

GRAFFITI REMOVAL

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-3404	2090	EQUIP MTCE & SUPPLIES	690	1,200	1,200	1,200
101-30-3404	2170	SPECIAL MAT'LS-SUPPLIES	32,174	30,000	30,000	30,000
101-30-3404	2220	VEHICLE MTCE & SUPPLIES	48,283	50,700	33,905	53,240
101-30-3404	2225	VEHICLE MTCE - LEASED VEH	-	-	-	540
OPERATING EXPENDITURES:			81,146	81,900	65,105	84,980
GENERAL FUND - GRAFFITI REMOVAL TOTAL:			567,758	568,181	507,993	488,557
746-30-3404	2152	VEHICLE LEASE	-	-	-	15,068
746-30-3404	3820	C/O- AUTOMOTIVE EQUIPMENT	-	148,000	147,700	15,000
VEHICLE REPLACEMENT FUND - GRAFFITI REMOVAL TOTAL:			-	148,000	147,700	30,068
GRAFFITI REMOVAL TOTAL (ALL FUNDS)			567,758	716,181	655,693	518,625

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 that includes daily inspections, tree pruning, and trimming, tree removal (due to disease, nuisance or infection), root pruning of healthy parkway trees to promote longevity while reducing/limiting damage to sidewalks, replenishment of urban forest to maintain a balanced ecological climate, conduct pest management program to ensure overall tree health and responding to emergency requests. This Section monitors city-wide contract tree trimming services.

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.

Budget Program: Public Services - Tree Maintenance, 3502

Full Time Positions

Part Time Positions

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Maintenance Supervisor (a)	0.50	0.50	46,080	46,080	Maintenance Assistant	1,040	1,040	1	1	17,974	17,979
Tree Trimmer II	1.00	1.00	69,654	69,648							
Tree Trimmer I	2.00	2.00	130,990	132,823							
Maintenance Worker I	1.00	1.00	45,620	47,896							
(a) 50% Greenscape Maintenance											
TOTAL	4.50	4.50	292,344	296,447	TOTAL	1,040	1,040	1	1	17,974	17,979

PUBLIC SERVICES

Tree Maintenance

ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2080	Contract Services - Non-Classified: <i>Tree trimming contract</i> <i>Misc. tree/landscape services, tree removals, etc.</i> <i>Misc. contracts - sod, fire extinguishers, etc.</i>	\$ 356,000 <i>343,500</i> <i>10,000</i> <i>2,500</i>
2088	Debris Disposal: Green waste recycling	10,000
2090	Equipment Maintenance & Supplies: Dielectric testing for aerial tower, auxiliary equipment repairs, including saws, and brush chipper maintenance	1,000
2170	Special Materials & Supplies: Trees, chemicals, stakes, fertilizer, soil, root barriers, polymers, tree ties, safety equipment, etc.	15,000
2180	Small Tools: Pruners, handsaws, rakes, brooms, shovels, etc.	500
746-2152	Vehicle Lease: Annual lease payment for (1) vehicle	8,765

TREE MAINTENANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-3502	1020	SALARIES & WAGES	243,854	292,344	293,197	296,447
101-30-3502	1030	PART TIME WAGES	17,902	17,974	8,294	17,979
101-30-3502	1040	OVERTIME SALARY & WAGES	-	-	66	-
101-30-3502	1048	MEDICAL OPT-OUT-GEN. UNIT	11,935	-	15,020	14,400
101-30-3502	1049	BILINGUAL/CERTIFICATION PAY	2,623	2,600	2,637	2,600
101-30-3502	1050	STANDBY PAY	-	500	301	500
101-30-3502	1060	PAID SICK LEAVE	-	-	3,500	-
101-30-3502	1065	ACCRUED PAID VACATION	3,510	5,530	15,600	20,596
101-30-3502	1075	SEVERANCE PAY	-	-	10,000	-
101-30-3502	1080	MEDICARE	4,052	4,624	5,055	5,111
101-30-3502	1083	PERS - EMPLOYER PORTION	76,772	100,084	99,313	108,473
101-30-3502	1085	LIFE INSURANCE	831	970	833	1,150
101-30-3502	1088	LONG-TERM DISABILITY INSURANCE	2,102	2,953	2,247	2,994
101-30-3502	1090	MEDICAL INS - FT EMPLOYEES	25,051	29,951	32,188	32,770
101-30-3502	1091	DENTAL INS - FT EMPLOYEES	2,490	2,920	2,924	2,920
101-30-3502	1092	VISION INS - FT EMPLOYEES	340	380	379	380
101-30-3502	1097	WORKER'S COMPENSATION	11,316	44,584	45,312	58,098
101-30-3502	1999	ALLOCATED PAYROLL	-	(7,854)	(7,854)	-
PERSONNEL EXPENDITURES:			402,778	497,560	529,013	564,418

TREE MAINTENANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-3502	2080	CONTRACT SVC/NON-CLASS	330,269	312,500	312,000	356,000
101-30-3502	2088	CONTRACT SVC/DEBRIS DISPOSAL	10,973	10,000	10,000	10,000
101-30-3502	2090	EQUIP MTCE & SUPPLIES	-	1,000	1,000	1,000
101-30-3502	2170	SPECIAL MAT'LS-SUPPLIES	19,380	15,000	15,000	15,000
101-30-3502	2180	SMALL TOOLS	820	500	500	500
101-30-3502	2220	VEHICLE MTCE & SUPPLIES	92,801	77,700	95,290	97,200
101-30-3502	2225	VEHICLE MTCE - LEASED VEH	-	375	152	364
OPERATING EXPENDITURES:			454,242	417,075	433,942	480,064
101-30-3502	3850	C/O-TOOLS & WORK EQUIP	65,707	-	-	-
CAPITAL OUTLAY EXPENDITURES:			65,707	-	-	-
101-30-3502	3996	INTER-DEPT TXFR/GAS TAX	(257,607)	(284,000)	(284,000)	(383,000)
GENERAL FUND - TREE MAINTENANCE TOTAL:			665,119	630,635	678,955	661,482

TREE MAINTENANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
204-70-7199	3996	INTER-DEPT TXFR/GAS TAX	257,607	284,000	284,000	383,000
GAS TAX FUND - TREE MAINTENANCE TOTAL:			257,607	284,000	284,000	383,000
746-30-3502	2152	VEHICLE LEASE	-	8,800	3,652	8,765
746-30-3502	3820	C/O-AUTOMOTIVE EQUIPMENT	-	178,100	178,075	-
VEHICLE REPLACEMENT FUND - TREE MAINTENANCE TOTAL:			-	186,900	181,727	8,765
TREE MAINTENANCE TOTAL (ALL FUNDS)			922,726	1,101,535	1,144,682	1,053,247

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 citywide. This Section also monitors landscape maintenance contract services for the maintenance of center medians, frontage roads, drains, and commercial sidewalks citywide.

Objectives

- Oversee the landscape maintenance contract to ensure timely and proper maintenance, safe work sites, and quality workmanship.
- Upgrade of citywide medians and frontage roads 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.

Budget Program: Public Services - Greenscape Maintenance, 3503

Full Time Positions

Part Time Positions

Position Title	Full Time Positions				Part Time Positions						
	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Maintenance Supervisor (a)	0.50	0.50	46,080	46,080							
Maintenance Worker III	1.00	1.00	69,205	63,396							
Maintenance Worker II	1.00	1.00	67,751	57,264							
(a) 50% Tree Maintenance											
TOTAL	2.50	2.50	183,036	166,740	TOTAL	-	-	-	-	-	-

PUBLIC SERVICES
Greenscape Maintenance
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2080	Contract Services - Non-Classified:	\$ 309,700
	<i>Landscape maintenance contract</i>	<i>290,000</i>
	<i>Misc. landscape services</i>	<i>5,200</i>
	<i>Flow testing and water line repairs</i>	<i>10,000</i>
	<i>Calsense Controller data access/maintenance</i>	<i>4,500</i>
2090	Equipment Maintenance & Supplies:	500
	Equipment maintenance and irrigation pump repairs	
2170	Special Materials & Supplies:	10,000
	Plant material, fertilizers, tree stakes, irrigation timers, replacement backflows, and parts	
2180	Small Tools:	500
	Irrigation and landscaping tools	
746-2152	Vehicle Lease:	15,865
	Annual lease payment for (2) vehicles	
746-3820	Vehicle Lease Add-Ons:	7,500
	Aftermarket equipment for unit replacing unit no. 6223, (asset no. 12594)	

GREENSCAPE MAINTENANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-3503	1020	REG SALARIES & WAGES	157,700	183,036	82,338	166,740
101-30-3503	1049	BILINGUAL/CERTIFICATION PAY	656	650	750	1,300
101-30-3503	1065	ACCRUED PAID VACATION	3,510	3,780	943	-
101-30-3503	1070	PAID SICK LEAVE ON TERMINATION	-	-	2,424	-
101-30-3503	1075	SEVERANCE PAY	-	-	20,000	-
101-30-3503	1080	MEDICARE	2,320	2,717	1,254	2,436
101-30-3503	1083	PERS - EMPLOYER PORTION	49,319	62,662	27,886	61,011
101-30-3503	1085	LIFE INSURANCE	619	710	269	414
101-30-3503	1088	LONG-TERM DISABILITY INSURANCE	1,433	1,848	625	1,683
101-30-3503	1090	MEDICAL INS - FT EMPLOYEES	36,751	38,243	19,098	24,410
101-30-3503	1091	DENTAL INS - FT EMPLOYEES	2,918	2,920	1,226	1,752
101-30-3503	1092	VISION INS - FT EMPLOYEES	378	380	159	228
101-30-3503	1097	WORKER'S COMPENSATION	2,064	2,650	2,688	2,924
PERSONNEL EXPENDITURES:			257,667	299,596	159,658	262,898

GREENSCAPE MAINTENANCE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-3503	2069	CONTRACT SVC/PROJECTS	-	-	1,250	-
101-30-3503	2080	CONTRACT SVC/NON-CLASS	228,750	243,900	237,000	309,700
101-30-3503	2090	EQUIP MTCE & SUPPLIES	-	500	500	500
101-30-3503	2100	UTILITIES	229,464	256,400	256,800	256,800
101-30-3503	2170	SPECIAL MAT'LS-SUPPLIES	30,782	10,000	10,000	10,000
101-30-3503	2180	SMALL TOOLS	86	500	500	500
101-30-3503	2220	VEHICLE MTCE & SUPPLIES	18,529	17,400	12,218	18,270
101-30-3503	2225	VEHICLE MTCE - LEASED VEH	-	250	152	634
OPERATING EXPENDITURES:			507,611	528,950	518,420	596,404
GENERAL FUND - GREENSCAPE MAINTENANCE TOTAL:			765,277	828,546	678,078	859,302
746-30-3503	2152	VEHICLE LEASE	-	6,400	3,946	15,865
746-30-3503	3820	C/O-AUTOMOTIVE	-	7,600	12,819	7,500
VEHICLE REPLACEMENT FUND - GREENSCAPE MAINTENANCE TOTAL:			-	14,000	16,765	23,365
GREENSCAPE TOTAL (ALL FUNDS):			765,277	842,546	694,843	882,667

PUBLIC SERVICES

Park Maintenance - Landscape

ACTIVITIES AND OBJECTIVES

Description of Activities

The Parks Landscape Section maintains grounds, turf, trees, and irrigation for 12 parks covering 125 acres, as well as Foster and Excelsior Greenbelts and 16 ballfield 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

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Maintenance Supervisor	1.00	1.00	92,160	92,160	Maintenance Assistant*	5,460	5,200	5	5	94,360	89,894
Maintenance Worker III	2.00	2.00	139,787	133,296							
Maintenance Worker II	3.00	3.00	173,025	181,679							
Maintenance Worker I	3.00	3.00	149,118	141,924	*FY 21-22 proposed hours reflect FY 20-21 budgeted hours prior to adjustments in response to COVID cost control.						
TOTAL	9.00	9.00	554,090	549,059	TOTAL	5,460	5,200	5	5	94,360	89,894

PUBLIC SERVICES
Park Maintenance - Landscape
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2061	Custodial Supplies: Janitorial supplies, trash can liners, etc.	\$ 7,000
2068	SFS - Little Lake Park: Shared park maintenance - 50% plus programming @ \$2,500/mo.	175,000
2069	Contract Services - Projects: Laser Level Ballfield Infields at Holifield, Zimmerman, Lakeside, Gerdes and Ramona Parks	50,000
2080	Contract Services - Non Classified:	287,500
	<i>Heavy tree trim rate at parks and City Hall turf marquee - 1/2 of parks per year - 2 year cycle</i>	77,000
	<i>Landscape maintenance - Parks, Foster and Excelsior greenbelts</i>	179,500
	<i>Backflow testing and repairs</i>	6,000
	<i>Irrigation pump repairs</i>	5,000
	<i>Calsense Controller data access/maintenance</i>	15,000
	<i>Misc. contract services - fire extinguishers, etc.</i>	5,000
2088	Contract Services - Debris Disposal: Greencycle fees	5,000
2090	Equipment Maintenance & Supplies: Parts and repairs for landscape maintenance equipment	5,000

PUBLIC SERVICES
Park Maintenance - Landscape
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2170	Special Materials - Supplies - Parks: Playground sand, ballfield mix, ballfield supplies, playground parts/supplies, decomposed granite, bark, seed, fertilizer, plant material, trees, landscape chemicals, and misc. park supplies	50,000
746-2152	Vehicle Lease: Annual lease payment for (10) vehicles	89,211

PARK MAINTENANCE- LANDSCAPE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-3504	1020	SALARIES & WAGES	591,872	554,090	507,656	549,059
101-30-3504	1030	PART TIME WAGES	69,017	94,360	48,602	89,894
101-30-3504	1040	OVERTIME SALARY & WAGES	48	-	-	-
101-30-3504	1045	COMP TIME PAY	-	-	1,199	-
101-30-3504	1048	MEDICAL OPT-OUT-GEN. UNIT	968	-	5,910	-
101-30-3504	1049	BILINGUAL/CERTIFICATION PAY	5,876	5,850	5,369	3,900
101-30-3504	1050	STANDBY PAY	-	-	1,809	-
101-30-3504	1060	PAID SICK LEAVE	9,697	20,800	18,408	6,934
101-30-3504	1065	ACCRUED PAID VACATION	10,876	22,790	30,249	16,287
101-30-3504	1070	PAID SICK LEAVE ON TERMINATION	-	-	25,799	-
101-30-3504	1075	SEVERANCE PAY	-	-	10,000	-
101-30-3504	1080	MEDICARE	8,868	10,117	9,497	9,658
101-30-3504	1083	PERS - EMPLOYER PORTION	186,184	189,694	172,313	200,906
101-30-3504	1085	LIFE INSURANCE	1,699	1,986	1,495	1,556
101-30-3504	1088	LONG-TERM DISABILITY INSURANCE	4,585	5,598	3,819	5,545
101-30-3504	1090	MEDICAL INS - FT EMPLOYEES	135,042	135,785	110,734	144,281
101-30-3504	1091	DENTAL INS - FT EMPLOYEES	10,117	10,512	7,743	10,512
101-30-3504	1092	VISION INS - FT EMPLOYEES	1,487	1,368	1,109	1,368

PARK MAINTENANCE- LANDSCAPE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-3504	1093	MEDICAL INS - PT EMPLOYEES	88	-	-	-
101-30-3504	1097	WORKER'S COMPENSATION	106,853	149,146	151,609	194,528
101-30-3504	1100	ACA AFFORDABILITY STIPEND	21	-	-	-
101-30-3504	1999	ALLOCATED PAYROLL	(2,638)	(11,503)	(11,503)	-
PERSONNEL EXPENDITURES			1,140,660	1,190,593	1,101,816	1,234,428
101-30-3504	2061	CUSTODIAL SUPPLIES	24,120	7,000	7,000	7,000
101-30-3504	2068	SANTA FE SPRINGS/LITTLE LAKE PARK	156,083	175,000	145,000	175,000
101-30-3504	2069	CONTRACT SVC/PROJECTS	-	-	-	50,000
101-30-3504	2080	CONTRACT SVC/NON-CLASS	242,189	251,200	250,000	287,500
101-30-3504	2088	CONTRACT SVC/DEBRIS DISPOSAL	4,910	5,000	5,000	5,000
101-30-3504	2090	EQUIP MTCE & SUPPLIES	3,971	5,000	5,000	5,000
101-30-3504	2100	UTILITIES	433,697	389,000	375,600	441,000
101-30-3504	2150	RENTAL EXPENSE	124	100	62	100
101-30-3504	2170	SPECIAL MAT'LS-SUPPLIES	56,606	50,000	50,000	50,000
101-30-3504	2220	VEHICLE MTCE & SUPPLIES	116,562	121,400	101,464	127,470
101-30-3504	2225	VEHICLE MTCE - LEASED VEH	-	3,300	1,555	3,885
OPERATING EXPENDITURES			1,038,261	1,007,000	940,681	1,151,955

PARK MAINTENANCE- LANDSCAPE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-3504	3850	C/O-TOOLS & WORK EQUIP	14,417	6,400	6,400	-
		CAPITAL OUTLAY EXPENDITURES	14,417	6,400	6,400	-
		GENERAL FUND TOTAL - PARK MAINTENANCE-LANDSCAPE TOTAL:	2,193,338	2,203,993	2,048,897	2,386,383
745-30-3504	3860	C/O-OFFICE EQUIPMENT	273	-	-	-
		EQUIPMENT REPLACEMENT FUND - PARK MAINTENANCE - LANDSCAPE TOTAL:	273	-	-	-
746-30-3504	2152	VEHICLE LEASE	-	72,100	35,714	89,211
746-30-3504	3820	C/O-AUTOMOTIVE EQUIPMENT	-	92,000	89,879	-
		VEHICLE REPLACEMENT FUND - PARK MAINTENANCE- LANDSCAPE TOTAL:	-	164,100	125,593	89,211
		PARK MAINTENANCE-LANDSCAPE TOTAL (ALL FUNDS):	2,193,610	2,368,093	2,174,490	2,475,594

PUBLIC SERVICES

Parks Maintenance - Facilities

ACTIVITIES AND OBJECTIVES

Description of Activities

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

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

Full Time Positions

Part Time Positions

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Maintenance Supervisor (a)	1.00	1.00	92,162	92,160	Maintenance Assistant	1,040	3,120	3	3	17,974	53,937
Maintenance Worker III (b)	1.00	1.00	69,896	69,810							
Maintenance Worker II (c)	3.00	3.00	126,266	184,484							
Maintenance Worker I (d)	3.00	3.00	143,823	141,898							
(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 - Funded Frozen Position - 100%											
(d) 100% Park Maintenance - Park Locations, 200% Park Maintenance - Sports Complex											
TOTAL	8.00	8.00	432,147	488,352	TOTAL	1,040	3,120	3	3	17,974	53,937

PARK MAINTENANCE - TOTAL ALL FACILITIES

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-xxxx	1020	SALARIES & WAGES	457,084	432,147	471,079	488,352
101-30-xxxx	1030	PART TIME WAGES	29,682	17,974	7,783	53,937
101-30-xxxx	1040	OVERTIME SALARY & WAGES	-	-	786	-
101-30-xxxx	1048	MEDICAL OPT-OUT-GEN. UNIT	17,903	14,400	22,530	21,600
101-30-xxxx	1049	BILINGUAL/CERTIFICATION PAY	1,311	1,300	1,305	1,300
101-30-xxxx	1050	STANDBY PAY	1,974	-	2,042	-
101-30-xxxx	1060	PAID SICK LEAVE	1,364	3,400	2,337	1,614
101-30-xxxx	1065	ACCRUED PAID VACATION	-	-	227	-
101-30-xxxx	1080	MEDICARE	7,258	6,804	7,367	8,219
101-30-xxxx	1083	PERS - EMPLOYER PORTION	142,733	147,948	158,524	178,695
101-30-xxxx	1085	LIFE INSURANCE	1,069	1,537	1,008	1,569
101-30-xxxx	1088	LONG-TERM DISABILITY INSURANCE	3,505	4,365	3,675	4,932
101-30-xxxx	1090	MEDICAL INS - FT EMPLOYEES	66,636	65,892	73,603	74,320
101-30-xxxx	1091	DENTAL INS - FT EMPLOYEES	5,146	4,673	5,020	5,841
101-30-xxxx	1092	VISION INS - FT EMPLOYEES	693	610	756	762
101-30-xxxx	1097	WORKER'S COMPENSATION	5,640	6,256	6,360	8,564
101-30-xxxx	1999	ALLOCATED PAYROLL	-	(28,942)	(28,942)	-
PERSONNEL EXPENDITURES			741,998	678,364	735,461	849,705

PARK MAINTENANCE - TOTAL ALL FACILITIES

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-xxxx	2061	CUSTODIAL SUPPLIES	34,963	37,000	17,600	37,000
101-30-xxxx	2062	MTCE & REPAIR SUPPLIES	72,549	68,000	44,500	67,000
101-30-xxxx	2064	BUILDING TRADE SUPPLIES	56,628	41,500	50,500	42,500
101-30-xxxx	2069	CONTRACT SVC/PROJECTS	349	-	-	-
101-30-xxxx	2080	CONTRACT SVC	95,452	80,170	88,500	91,400
101-30-xxxx	2090	EQUIP MTCE & SUPPLIES	1,435	3,800	2,000	3,800
101-30-xxxx	2100	UTILITIES	50,548	59,000	55,500	59,000
101-30-xxxx	2170	SPECIAL MAT'LS-SUPPLIES	43,368	36,000	29,000	40,000
101-30-xxxx	2220	VEHICLE MTCE & SUPPLIES	41,710	37,100	45,767	46,680
101-30-xxxx	2231	VANDALISM REPAIR	2,025	4,000	1,421	4,000
OPERATING EXPENDITURES			399,026	367,570	334,788	392,544
101-30-xxxx	3850	C/O-TOOLS & WORK EQUIP	34,199	-	-	-
CAPITAL OUTLAY EXPENDITURES			34,199	-	-	-
GENERAL FUND - PARK MAINTENANCE- ALL FACILITIES TOTAL:			1,175,223	1,045,934	1,070,249	1,242,249

PARK MAINTENANCE - TOTAL ALL FACILITIES

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
746-30-xxxx	2152	VEHICLE LEASE	-	21,800	9,427	26,173
746-30-xxxx	3820	C/O-AUTOMOTIVE EQUIPMENT	-	174,500	205,422	-
VEHICLE REPLACEMENT FUND - PARK MAINTENANCE- ALL FACILITIES TOTAL:			-	196,300	214,849	26,173
PARK MAINTENANCE - ALL FACILITIES TOTAL (ALL FUNDS):			1,175,223	1,242,234	1,285,098	1,268,422

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

Full Time Positions

Part Time Positions

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Maintenance Supervisor (a)	0.50	0.50	46,080	46,080							
Maintenance Worker III (b)	0.50	0.50	34,948	34,950							
Maintenance Worker II (c)	3.00	3.00	126,266	184,484							
Maintenance Worker I	1.00	1.00	47,898	50,292							
(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											
(c) Funded Frozen Position - 100%											
TOTAL	5.00	5.00	255,192	315,806	TOTAL	-	-	-	-	-	-

PUBLIC SERVICES
Park Maintenance - Park Facilities
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2061	Custodial Supplies: Custodial supplies for facilities	\$ 1,500
2062	Maintenance & Repair Supplies:	30,000
	<i>Electrical repairs</i>	2,000
	<i>Fencing repairs</i>	6,000
	<i>Refrigerator repairs</i>	2,000
	<i>Plumbing repairs</i>	5,000
	<i>Lighting</i>	3,000
	<i>Glass replacement</i>	2,500
	<i>HVAC repairs</i>	5,000
	<i>Misc. repairs for facilities and snack bars</i>	2,000
	<i>Ongoing maintenance for park projects - paint, small plants, etc.</i>	2,500
2064	Building Trade Supplies: Building repair supplies, locks, nuts and bolts, plumbing supplies, electrical supplies, lumber, ballfield fence topper, etc.	35,000
2080	Contract Services - Non-Classified:	21,000
	<i>Alarm service monitoring</i>	14,500
	<i>HVAC maintenance</i>	2,000
	<i>Kitchen hoods - inspections</i>	3,500
	<i>Fire extinguisher service</i>	1,000

PUBLIC SERVICES
Park Maintenance - Park Facilities
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2090	Equipment Maintenance & Supplies: Parts and repairs for mowers, edgers, buffers, vacuums, electric carriers, and other related equipment	3,800
2170	Special Materials - Supplies: Materials for Recreation special events	10,000
2231	Vandalism Repairs:	2,000
746-2152	Vehicle Lease: Annual lease payment for (3) vehicles	26,173

PARK MAINTENANCE- PARK FACILITIES

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-3506	1020	SALARIES & WAGES	297,476	255,192	265,361	315,806
101-30-3506	1040	OVERTIME SALARY & WAGES	-	-	476	-
101-30-3506	1048	MEDICAL OPT-OUT-GEN. UNIT	15,894	10,800	19,401	18,000
101-30-3506	1049	BILINGUAL/CERTIFICATION PAY	1,059	975	1,027	975
101-30-3506	1050	STANDBY PAY	1,258	-	1,346	-
101-30-3506	1060	PAID SICK LEAVE	759	2,100	1,118	807
101-30-3506	1080	MEDICARE	4,487	3,901	4,187	4,865
101-30-3506	1083	PERS - EMPLOYER PORTION	92,940	87,365	89,454	115,555
101-30-3506	1085	LIFE INSURANCE	867	1,004	752	1,226
101-30-3506	1088	LONG-TERM DISABILITY INSURANCE	2,326	2,578	2,078	3,190
101-30-3506	1090	MEDICAL INS - FT EMPLOYEES	31,440	28,800	29,635	48,000
101-30-3506	1091	DENTAL INS - FT EMPLOYEES	2,410	1,752	1,802	2,920
101-30-3506	1092	VISION INS - FT EMPLOYEES	312	228	233	380
101-30-3506	1097	WORKER'S COMPENSATION	3,636	3,695	3,756	5,538
101-30-3506	1999	ALLOCATED PAYROLL	-	(28,942)	(28,942)	-
PERSONNEL EXPENDITURES			454,866	369,448	391,685	517,262

PARK MAINTENANCE- PARK FACILITIES

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-3506	2061	CUSTODIAL SUPPLIES	1,720	1,500	800	1,500
101-30-3506	2062	MTCE & REPAIR SUPPLIES	32,063	30,000	25,000	30,000
101-30-3506	2064	BUILDING TRADE SUPPLIES	39,003	35,000	42,500	35,000
101-30-3506	2080	CONTRACT SVC	26,803	20,500	20,500	21,000
101-30-3506	2090	EQUIP MTCE & SUPPLIES	1,435	3,800	2,000	3,800
101-30-3506	2100	UTILITIES	50,548	59,000	55,500	59,000
101-30-3506	2170	SPECIAL MAT'LS-SUPPLIES	11,947	6,000	15,000	10,000
101-30-3506	2220	VEHICLE MTCE & SUPPLIES	41,710	37,100	45,767	46,680
101-30-3506	2225	VEHICLE MTCE - LEASED VEH	-	1,000	-	1,164
101-30-3506	2231	VANDALISM REPAIR	845	2,000	421	2,000
OPERATING EXPENDITURES			206,074	195,900	207,488	210,144
101-30-3506	3850	C/O-TOOLS & WORK EQUIP	22,841	-	-	-
CAPITAL OUTLAY EXPENDITURES			22,841	-	-	-
GENERAL FUND - PARK MAINTENANCE- ALL PARK FACILITIES TOTAL:			683,781	565,348	599,174	727,406

PARK MAINTENANCE- PARK FACILITIES

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
746-30-3506	2152	VEHICLE LEASE	-	21,800	9,427	26,173
746-30-3506	3820	C/O-AUTOMOTIVE EQUIPMENT	-	174,500	205,422	-
VEHICLE REPLACEMENT FUND - PARK MAINTENANCE- ALL PARK FACILITIES TOTAL:			-	196,300	214,849	26,173
PARK MAINTENANCE - ALL PARK FACILITIES TOTAL (ALL FUNDS):			683,781	761,648	814,023	753,579

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

Full Time Positions

Part Time Positions

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Maintenance Supervisor (a)	0.20	0.20	18,433	18,432							
Maintenance Worker III (b)	0.20	0.20	13,979	13,980							
(a) 50% Park Maintenance - Park Locations, 20% Park Maintenance - Sports Complex, 10% Park Maintenance - Cultural Arts											
(b) 50% Park Maintenance - Park Locations, 20% Park Maintenance - Sports Complex, 10% Park Maintenance - Cultural Arts											
TOTAL	0.40	0.40	32,412	32,412	TOTAL	-	-	-	-	-	-

PUBLIC SERVICES
Park Maintenance - Aquatics
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2061	Custodial Supplies: Facility custodial supplies	\$ 5,000
2062	Maintenance & Repair Supplies:	17,000
	<i>Electrical repairs</i>	<i>1,000</i>
	<i>Appliance repairs</i>	<i>1,000</i>
	<i>Plumbing repairs</i>	<i>1,000</i>
	<i>Pool equipment repairs</i>	<i>14,000</i>
2064	Building Trade Supplies: Building repair supplies - hardware, plumbing, and electrical	4,000
2080	Contract Services - Non-Classified:	26,000
	<i>Alarm service monitoring - security</i>	<i>8,000</i>
	<i>Alarm service monitoring - fire</i>	<i>500</i>
	<i>Pool maintenance, incl. annual inspection</i>	<i>10,300</i>
	<i>HVAC maintenance</i>	<i>200</i>
	<i>Landscaping maintenance</i>	<i>7,000</i>
2170	Special Materials - Supplies: Pool chemicals	30,000
2231	Vandalism Repair:	500

PARK MAINTENANCE- AQUATICS

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-5203	1020	SALARIES & WAGES	22,589	32,412	25,310	32,412
101-30-5203	1040	OVERTIME SALARY & WAGES	-	-	124	-
101-30-5203	1048	MEDICAL OPT-OUT-GEN. UNIT	807	1,440	1,254	1,440
101-30-5203	1049	BILINGUAL/CERTIFICATE PAY	101	130	111	130
101-30-5203	1050	STAND BY PAY	288	-	279	-
101-30-5203	1060	PAID SICK LEAVE	242	500	487	323
101-30-5203	1080	MEDICARE	342	500	400	497
101-30-5203	1083	PERS - EMPLOYER PORTION	7,086	11,097	8,543	11,861
101-30-5203	1085	LIFE INSURANCE	72	127	89	127
101-30-5203	1088	LONG-TERM DISABILITY INSURANCE	166	327	206	327
101-30-5203	1090	MEDICAL INS - FT EMPLOYEES	2,428	3,840	3,503	3,840
101-30-5203	1091	DENTAL INS - FT EMPLOYEES	165	234	213	234
101-30-5203	1092	VISION INS - FT EMPLOYEES	21	31	28	31
101-30-5203	1097	WORKER'S COMPENSATION	360	469	480	568
PERSONNEL EXPENDITURES:			34,666	51,107	41,026	51,790

PARK MAINTENANCE- AQUATICS

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-5203	2061	CUSTODIAL SUPPLIES	4,852	5,000	1,000	5,000
101-30-5203	2062	MTCE & REPAIR SUPPLIES	14,520	17,000	6,500	17,000
101-30-5203	2064	BUILDING TRADE SUPPLIES	2,070	4,000	4,000	4,000
101-30-5203	2080	CONTRACT SVC/NON-CLASS	25,001	20,500	25,000	26,000
101-30-5203	2170	SPECIAL MAT'LS-SUPPLIES	31,421	30,000	14,000	30,000
101-30-5203	2231	VANDALISM REPAIR	1,180	500	500	500
OPERATING EXPENDITURES:			79,044	77,000	51,000	82,500
GENERAL FUND - PARK MAINTENANCE - AQUATICS TOTAL:			113,710	128,107	92,026	134,290
PARK MAINTENANCE - AQUATICS TOTAL (ALL FUNDS):			113,710	128,107	92,026	134,290

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

Full Time Positions

Part Time Positions

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Maintenance Supervisor (a)	0.20	0.20	18,433	18,432	Maintenance Assistant*	1,040	3,120	3	3	17,974	53,937
Maintenance Worker III (b)	0.20	0.20	13,979	13,980							
Maintenance Worker I	2.00	2.00	95,925	91,606							
(a) 50% Park Maintenance - Park Locations, 20% Park Maintenance - Aquatics, 10% Park Maintenance - Cultural Arts					*FY 21-22 proposed hours reflect FY 20-21 budgeted hours prior to cuts in response to COVID cost control.						
(b) 50% Park Maintenance - Park Locations, 20% Park Maintenance - Aquatics, 10% Park Maintenance - Cultural Arts											
TOTAL	2.40	2.40	128,337	124,018	TOTAL	1,040	3,120	3	3	17,974	53,937

PUBLIC SERVICES

Park Maintenance - Norwalk Sports & Arts Complex

ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2061	Custodial Supplies: Supplies for Norwalk Arts & Sports Complex and Community Meeting Center	\$ 28,000
2062	Maintenance & Repair Supplies: <i>Electrical repairs</i> <i>Flooring repairs</i> <i>Appliance repairs</i> <i>Plumbing repairs</i> <i>Lighting - ballasts, etc.</i> <i>Glass replacement</i> <i>HVAC repairs</i> <i>Misc. repairs</i> <i>Door repairs</i>	17,000 1,500 1,500 1,600 4,500 1,000 1,000 2,500 1,400 2,000
2064	Building Trade Supplies: Building Repair Supplies - Locks, Hardware, Plumbing and Electrical Supplies, etc.	3,000

PUBLIC SERVICES

Park Maintenance - Norwalk Sports & Arts Complex

ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2080	Contract Services - Non-Classified: <i>Alarm service monitoring</i> <i>Fire system monitoring/testing/maintenance</i> <i>HVAC maintenance</i> <i>Elevator maintenance</i> <i>Kitchen hood inspections</i> <i>Misc. contract services - fire extinguishers, etc.</i> <i>Landscaping maintenance</i>	29,800 2,600 4,000 4,000 2,000 1,000 3,800 12,400
2231	Vandalism Repairs:	1,500

PARK MAINTENANCE - NORWALK ARTS & SPORTS COMPLEX

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-5702	1020	SALARIES & WAGES	125,749	128,337	167,733	124,018
101-30-5702	1030	PART TIME WAGES	29,682	17,974	7,783	53,937
101-30-5702	1040	OVERTIME SALARY & WAGES	-	-	124	-
101-30-5702	1048	MEDICAL OPT-OUT-GEN. UNIT	807	1,440	1,254	1,440
101-30-5702	1049	BILINGUAL/CERTIFICATE PAY	101	130	111	130
101-30-5702	1050	STAND BY PAY	288	-	279	-
101-30-5702	1060	PAID SICK LEAVE	242	500	487	323
101-30-5702	1065	ACCRUED PAID VACATION	-	-	227	-
101-30-5702	1080	MEDICARE	2,258	2,152	2,581	2,609
101-30-5702	1083	PERS - EMPLOYER PORTION	39,173	43,937	56,249	45,381
101-30-5702	1085	LIFE INSURANCE	96	342	123	153
101-30-5702	1088	LONG-TERM DISABILITY INSURANCE	933	1,296	1,289	1,252
101-30-5702	1090	MEDICAL INS - FT EMPLOYEES	31,571	31,332	38,707	20,560
101-30-5702	1091	DENTAL INS - FT EMPLOYEES	2,489	2,570	2,898	2,570
101-30-5702	1092	VISION INS - FT EMPLOYEES	349	335	481	335
101-30-5702	1097	WORKER'S COMPENSATION	1,464	1,858	1,884	2,175
PERSONNEL EXPENDITURES:			235,202	232,203	282,209	254,883

PARK MAINTENANCE - NORWALK ARTS & SPORTS COMPLEX

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-5702	2061	CUSTODIAL SUPPLIES	27,793	28,000	15,000	28,000
101-30-5702	2062	MTCE & REPAIR SUPPLIES	21,795	18,000	11,000	17,000
101-30-5702	2064	BUILDING TRADE SUPPLIES	15,237	2,000	3,500	3,000
101-30-5702	2069	CONTRACT SVC/PROJECTS	349	-	-	-
101-30-5702	2080	CONTRACT SVC/NON-CLASS	32,834	28,890	30,000	29,800
101-30-5702	2231	VANDALISM REPAIR	-	1,500	500	1,500
OPERATING EXPENDITURES:			98,008	78,390	60,000	79,300
101-30-5702	3850	C/O-TOOLS & WORK EQUIP	11,358	-	-	-
CAPITAL OUTLAY EXPENDITURES:			11,358	-	-	-
GENERAL FUND - PARK MAINTENANCE - NORWALK ARTS & SPORTS COMPLEX TOTAL:			344,567	310,593	342,209	334,183
PARK MAINTENANCE - SPORTS COMPLEX TOTAL (ALL FUNDS):			344,567	310,593	342,209	334,183

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

Full Time Positions

Part Time Positions

Position Title	FY 20-21	FY 21-22	FY 20-21	FY 21-22	Position Title	FY 20-21	FY 21-22	FY 20-21	FY 21-22	FY 20-21	FY 21-22
	Adopted Allocation	Proposed Allocation	Budgeted Salary	Budgeted Salary		Adopted Hours	Proposed Hours	Number of PT Positions	Number of PT Positions	Budgeted Wages	Budgeted Wages
Maintenance Supervisor (a)	0.10	0.10	9,216	9,216							
Maintenance Worker III (b)	0.10	0.10	6,990	6,900							
(a) 50% Park Maintenance - Park Locations, 20% Park Maintenance - Aquatics, 20% Park Maintenance - Sports Complex											
(b) 50% Park Maintenance - Park Locations, 20% Park Maintenance - Aquatics, 20% Park Maintenance - Sports Complex											
TOTAL	0.20	0.20	16,206	16,116	TOTAL	-	-	-	-	-	-

PUBLIC SERVICES

Park Maintenance - Cultural Arts Center ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2061	Custodial Supplies: Custodial supplies for facility	\$ 2,500
2062	Maintenance & Repair Supplies:	3,000
	<i>Electrical repairs</i>	700
	<i>Plumbing repairs</i>	700
	<i>Door repairs</i>	300
	<i>HVAC repairs</i>	800
	<i>Misc. repairs</i>	500
2064	Building Trade Supplies: Building repair supplies - hardware, plumbing, and electrical	500
2080	Contract Services - Non-Classified:	14,600
	<i>Alarm service monitoring</i>	1,500
	<i>HVAC maintenance</i>	1,500
	<i>Misc. maintenance services</i>	1,200
	<i>Landscaping maintenance</i>	6,400
	<i>Fire Alarm System Annual Inspection</i>	4,000

PARK MAINTENANCE- CULTURAL ARTS CENTER

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-5732	1020	SALARIES & WAGES	11,269	16,206	12,675	16,116
101-30-5732	1040	OVERTIME SALARY & WAGES	-	-	62	-
101-30-5732	1048	MEDICAL OPT-OUT-GEN. UNIT	394	720	621	720
101-30-5732	1049	BILINGUAL/CERTIFICATE PAY	50	65	56	65
101-30-5732	1050	STAND BY PAY	141	-	139	-
101-30-5732	1060	PAID SICK LEAVE	121	300	244	161
101-30-5732	1080	MEDICARE	170	251	200	248
101-30-5732	1083	PERS - EMPLOYER PORTION	3,534	5,549	4,278	5,898
101-30-5732	1085	LIFE INSURANCE	35	64	44	63
101-30-5732	1088	LONG-TERM DISABILITY INSURANCE	81	164	102	163
101-30-5732	1090	MEDICAL INS - FT EMPLOYEES	1,197	1,920	1,758	1,920
101-30-5732	1091	DENTAL INS - FT EMPLOYEES	81	117	107	117
101-30-5732	1092	VISION INS - FT EMPLOYEES	11	16	14	16
101-30-5732	1097	WORKER'S COMPENSATION	180	234	240	283
PERSONNEL EXPENDITURES:			17,265	25,606	20,541	25,770

PARK MAINTENANCE- CULTURAL ARTS CENTER

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-5732	2061	CUSTODIAL SUPPLIES	598	2,500	800	2,500
101-30-5732	2062	MTCE & REPAIR SUPPLIES	4,170	3,000	2,000	3,000
101-30-5732	2064	BUILDING TRADE SUPPLIES	318	500	500	500
101-30-5732	2080	CONTRACT SVC/NON-CLASS	10,815	10,280	13,000	14,600
OPERATING EXPENDITURES:			15,901	16,280	16,300	20,600
GENERAL FUND - PARK MAINTENANCE - CULTURAL ARTS CENTER TOTAL:			33,165	41,886	36,841	46,370

PARK MAINTENANCE - PROJECTS

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
743-30-5811	2069	CONTRACT SVC/PROJECTS	741	5,600	5,555	-
RAMONA PARK			741	5,600	5,555	-
PARK EQUIPMENT & RENOVATION FUND - PARK MAINTENANCE TOTAL:			741	5,600	5,555	-
PARK MAINTENANCE - PROJECTS TOTAL (ALL FUNDS):			741	5,600	5,555	-

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.

Budget Program: Public Services - Environmental Services, 3106

Full Time Positions

Part Time Positions

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Director of Community Development	0.02	0.00	3,173	-							
Director of Public Services /City Engineer (a)	0.05	0.05	8,680	8,820							
Building and Safety Manager (b)	0.05	0.05	6,867	6,229							
Administrative Services Manager	0.17	0.00	-	-							
Associate Engineer (c)	0.05	0.05	5,371	5,371							
Associate Engineer (d)	0.05	0.00	-	-							
Senior Management Analyst	0.05	0.00	4,369	-							
(a) 25% PS Admin, 45% Engineering, 10% Water, 10% Sewer, 5% High Speed Rail											
(b) 95% Building & Safety											
(c) 90% Engineering, 5% Water											
(d) Funded Frozen Position - 50% Water, 50% Sewer											
TOTAL	0.44	0.15	28,460	20,420	TOTAL	-	-	-	-	-	-

PUBLIC SERVICES
Environmental Services
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2080	Contract Services - Non-Classified:	\$ 243,000
	<i>Municipal Separate Storm Sewer System (MS4) Compliance Services</i>	<i>100,000</i>
	<i>MOU with Gateway Water Authority for Watershed Management Program (cost shared with Gateway City Members)</i>	<i>60,000</i>
	<i>Municipal Separate Storm Sewer Station (MS4) Permit</i>	<i>40,000</i>
	<i>Imperial storm water lift station maintenance and cleaning</i>	<i>17,000</i>
	<i>Catch basin cleaning</i>	<i>3,000</i>
	<i>Storm water database software annual subscription</i>	<i>3,000</i>
	<i>Full capture catch basin inserts</i>	<i>20,000</i>
2086	Legal Services: Legal Services	1,000
2250	Training: Training opportunities as appropriate for staff	1,000
227-2080	Contract Services: Bus stop trash receptacle clean up and maintenance	30,000

ENVIRONMENTAL SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-3106	1020	SALARIES & WAGES	11,275	28,460	20,260	20,420
101-30-3106	1048	MEDICAL OPT-OUT-GEN. UNIT	10	-	-	-
101-30-3106	1049	BILINGUAL/CERTIFICATION PAY	2	33	1	-
101-30-3106	1052	AUTO ALLOWANCE	-	336	329	195
101-30-3106	1060	PAID SICK LEAVE	288	600	-	334
101-30-3106	1065	ACCRUED PAID VACATION	614	490	987	-
101-30-3106	1070	PAID SICK LEAVE ON TERMINATION	-	-	241	-
101-30-3106	1078	MANAGEMENT BENEFIT 401A	132	613	500	478
101-30-3106	1080	MEDICARE	101	453	316	318
101-30-3106	1081	MGMT BENEFIT/MEDICAL	188	682	887	518
101-30-3106	1083	PERS - EMPLOYER PORTION	3,507	9,745	6,580	7,474
101-30-3106	1085	LIFE INSURANCE	33	90	53	57
101-30-3106	1088	LONG-TERM DISABILITY INSURANCE	91	287	215	206
101-30-3106	1090	MEDICAL INS - FT EMPLOYEES	1,375	3,510	1,080	418
101-30-3106	1090M	MEDICAL INS - MANAGEMENT	-	-	606	2,138
101-30-3106	1091	DENTAL INS - FT EMPLOYEES	113	259	169	176
101-30-3106	1092	VISION INS - FT EMPLOYEES	25	62	42	46
101-30-3106	1097	WORKER'S COMPENSATION	828	412	420	358
PERSONNEL EXPENDITURES:			18,582	46,032	32,685	33,137

ENVIRONMENTAL SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-30-3106	2055	LEGAL ADVERTISING	-	-	250	250
101-30-3106	2080	CONTRACT SVC/NON-CLASS	190,730	243,000	100,000	243,000
101-30-3106	2086	LEGAL SERVICES	833	1,000	1,000	1,000
101-30-3106	2250	TRAINING EXPENSE	-	1,000	1,000	1,000
OPERATING EXPENDITURES:			191,563	245,000	102,250	245,250
GENERAL FUND - ENVIRONMENTAL SERVICES TOTAL:			210,145	291,032	134,935	278,387
227-30-3106	2080	CONTRACT SERVICES	27,272	30,000	30,000	30,000
OPERATING EXPENDITURES:			27,272	30,000	30,000	30,000
PROP C FUND - ENVIRONMENTAL SERVICES TOTAL:			27,272	30,000	30,000	30,000
ENVIRONMENTAL SERVICES (ALL FUNDS) :			237,416	321,032	164,935	308,387

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 highspeed 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

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Director of Community Development	0.02	0.00	3,173	-							
Director of Public Services /City Engineer (a)	0.05	0.05	8,680	8,820							
(a) 25% PS Admin, 45% Engineering, 10% Water, 10% Sewer, 5% Environmental Services											
TOTAL	0.07	0.05	11,853	8,820	TOTAL	-	-	-	-	-	-

PUBLIC SERVICES

High Speed Rail

ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2080	Contract Services - Non-Classified: Consultant Services	\$ 100,000

HIGH SPEED RAIL

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
439-30-3607	1020	SALARIES & WAGES	5,232	11,853	10,541	8,820
439-30-3607	1052	AUTO ALLOWANCE	166	336	306	216
439-30-3607	1065	ACCRUED PAID VACATION	252	-	-	-
439-30-3607	1078	MANAGEMENT BENEFIT 401A	215	475	422	353
439-30-3607	1080	MEDICARE	86	184	163	139
439-30-3607	1081	MGMT BENEFIT/MEDICAL	276	465	645	518
439-30-3607	1083	PERS - EMPLOYER PORTION	1,631	4,059	3,269	3,228
439-30-3607	1085	LIFE INSURANCE	13	47	28	35
439-30-3607	1088	LONG-TERM DISABILITY INSURANCE	66	120	151	89
439-30-3607	1090	MEDICAL INS - FT EMPLOYEES	391	1,187	236	-
439-30-3607	1090M	MEDICAL INS - MANAGEMENT	-	-	453	647
439-30-3607	1091	DENTAL INS - FT EMPLOYEES	30	82	74	58
439-30-3607	1092	VISION INS - FT EMPLOYEES	11	27	23	19
439-30-3607	1097	WORKER'S COMPENSATION	132	172	180	155
PERSONNEL EXPENDITURES:			8,500	19,007	16,493	14,277
439-30-3607	2080	CONTRACT SVC/NON-CLASS	-	100,000	-	100,000
OPERATING EXPENDITURES:			-	100,000	-	100,000
HIGH SPEED TOTAL (ALL FUNDS) :			8,500	119,007	16,493	114,277

PUBLIC SERVICES

Water

ACTIVITIES AND OBJECTIVES

Description of Activities

The Water Services Section operates and maintains the Norwalk Municipal Water System delivering safe, clean, domestic water to an estimated population of 18,500 through 5,362 metered connections serving portions within the City of Norwalk, the City of Artesia, and a small portion of unincorporated Los Angeles County area. The Section operates three water well sites (#4, #5, and #10), maintains 35 miles of watermain including domestic and high-pressure fire mains, 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 related studies to review for future water system improvements, operations and capital improvement projects, prepare for potential emergencies, and to ensure compliance with regulations.
- 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

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Labor Distribution Footnote	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
City Manager (a)	0.05	0.05	13,742	13,946	(a) 1% CDBG, 76% Administration 18% SA-RDA						
Director of Finance/City Treasurer (b)	0.09	0.09	14,794	14,793	(b) 59% Finance, 20% SA-RDA; 5% CDBG; 5% Prop C Admin, 1% Childcare, 1% Childcare - Stage 1						
Director of Public Services /City Engineer (c)	0.10	0.10	17,360	17,640	(c) 25% PS Admin, 45% Engineering, 10% Sewer, 5% Environmental Services, 5% High Speed Rail						
Senior Civil Engineer (d)	0.50	0.50	-	62,928	(d) Funded Frozen Position - 50% Sewer Fund						
Administrative Services Manager	0.38	0.00	-	-							
Comm. & Public Affairs Manager (e)	0.05	0.05	5,802	5,708	(e) 90% Communications & Public Affairs, 5% Sewer						
Controller/Deputy Treasurer (f)	0.10	0.10	13,733	13,734	(f) 57% Finance, 10% CDBG; 10% SA-RDA, 8% Prop C Admin, 5% Sewer						
Sr. Accountant (g)	0.10	0.10	9,057	9,056	(g) 77% Finance, 3% Prop C Admin, 5% Childcare, 5% Childcare - Stage 1						
Senior Management Analyst (h)	0.05	0.05	4,529	4,528	(h) 90% Communications & Public Affairs, 5% Sewer						
Management Analyst (i)	0.35	0.10	27,553	7,872	(i) 20% Public Svcs., 60% Engineering, 10% Sewer						
Associate Engineer (j)	0.05	0.05	5,371	5,371	(j) 90% Engineering, 5% Environmental Services						
Associate Engineer (k)	0.05	0.50	-	53,706	(k) Funded Frozen Position - 50% Sewer						
Assistant Engineer (l)	0.30	0.30	27,169	27,166	(l) 50% Sewer, 10% Signals & St. Lighting, 10% Traffic						
Engineering Technician (m)	0.05	0.05	3,165	3,328	(m) 95% Engineering						
Account Clerk III (n)	0.85	0.85	56,754	56,753	(n) 15% Sewer						
Account Clerk II (o)	0.60	0.60	35,328	37,098	(o) 425% Finance, 7% Prop C Admin, 5% Sewer, 3% Childcare - Stage II						
Water Utilities Supervisor (p)	0.40	0.40	38,707	38,708	(p) 40% Sewer, 10% Signals & St. Lighting, 10% Traffic						
Water Service Worker II (q)	1.80	1.80	135,696	135,692	(q) 20% Sewer						
Water Service Worker I (r)	0.90	0.90	55,642	55,642	(r) 10% Sewer						
Office Assistant II (s)	0.00	0.05	-	2,711	(s) 90% Public Svcs, 5% Sewer						
					PART-TIME POSITION						
					Office Assistant I (t)	455	455	1	1	11,040	11,042
					(t) 50% Public Services Admin, 25% Water 25% Sewer						
TOTAL	6.77	6.64	464,402	566,380	TOTAL	455	455	1	1	11,040	11,042

WATER ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2062	Maintenance and Repairs: <i>Emergency system repairs and maintenance - Artesia</i> <i>Emergency system repairs and maintenance - Norwalk</i> <i>Emergency pump repairs</i> <i>Maintenance and repair of interconnection valves</i> <i>Well programming</i> <i>Chlorine equipment repair</i>	\$ 166,000 30,000 100,000 15,000 10,000 5,000 6,000
2080	Contract Services - Non-Classified: <i>Consultant - water engineering</i> <i>Meter reading service</i> <i>Landscaping</i> <i>Chemical calibration</i> <i>NPDES consultant fees</i> <i>Alarm services - monthly fees and troubleshooting</i> <i>Water loss reporting requirement</i> <i>Rain barrel distribution - Norwalk water customers</i> <i>Dig Alert Services</i> <i>Pest control services</i> <i>Well backup generator services</i>	125,900 50,000 20,000 5,100 10,000 8,000 10,300 11,000 1,500 5,000 1,000 4,000

WATER
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2081	Contract Services - Special Study: <i>Water master plan update (carry-over)</i> <i>Risk & resiliency assessment - ERP (carry-over)</i> <i>GIS water layer update</i> <i>Water rate study</i>	260,000 150,000 50,000 5,000 55,000
2086	Legal Services:	10,000
2089	Computer System Maintenance & Support: <i>UB system application and AMI/AMR Meter reading services</i> <i>Software licenses for GIS and AutoCAD (50% in Sewer)</i>	55,000 50,000 5,000
2110	Conferences & Meetings: Workshops and meetings	2,000

WATER ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2111	Memberships: <i>Gateway IRWM JPA</i> <i>American Water Works Association</i> <i>Association of California Water Agencies</i> <i>Central Basin Water Association Membership</i> <i>USC Foundation of Cross Connection Control</i> <i>Southeast Water Coalition</i>	24,000 15,700 1,000 500 1,500 300 5,000
2140	Office Supplies: <i>Office supplies and other section office materials</i> <i>Water billing envelopes and printing</i>	10,000 2,000 8,000
2152	Vehicle Lease: Annual lease payment for (3) vehicles	22,783
2160	Special Fees & Services: Water testing for State Department of Health Services and NPDES testing: <i>Lab services - well and NPDES sampling</i> <i>Water Replenishment District - groundwater title 22 monitoring</i> <i>Department of Public Health well operating permit</i> <i>NPDES annual permit fees</i> <i>Los Angeles County well permit fees</i>	110,000 13,000 12,500 41,000 41,000 2,500

WATER ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2170	Special Materials & Supplies:	169,700
	<i>Meter replacement materials</i>	<i>59,000</i>
	<i>Chlorination/phosphate equipment and disinfectant</i>	<i>68,400</i>
	<i>Hydrants, fittings, copper, clamps - items for repl. and repair</i>	<i>35,000</i>
	<i>Public information materials - CCR</i>	<i>2,000</i>
	<i>Safety equipment and cleaning supplies</i>	<i>5,300</i>
2181	Water Replenishment Fees:	500,000
	Water Replenishment District - replenishment fees	
2182	Purchased Water - Domestic:	1,600,000
	<i>City of Cerritos</i>	<i>900,000</i>
	<i>City of Santa Fe Springs</i>	<i>300,000</i>
	<i>Central Basin Water - imported water</i>	<i>400,000</i>
2184	Purchased Water - Recycled:	50,000
	<i>Central Basin Water- recycled</i>	
2250	Training:	9,000
	<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>
3820	Capital Outlay - Automotive Equipment:	7,500
	Aftermarket equipment for unit replacing no. 4715 (asset no. 12632)	

WATER
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
3860	<p>Capital Outlay - Office Equipment:</p> <p style="margin-left: 40px;"><i>Computer replacement (1), (asset no. 13691)</i></p> <p style="margin-left: 40px;"><i>Firewall (1), new, (Transp/Public Svs), (50% Transp, 35% Public Services, 7.5% Water, 7.5% Sewer)</i></p>	<p style="text-align: right;">3,600</p> <p style="text-align: right; margin-left: 100px;">975</p> <p style="text-align: right; margin-left: 100px;">2,625</p>

WATER

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
702-30-3602	1020	SALARIES & WAGES	455,549	464,402	504,040	566,380
702-30-3602	1030	PART TIME WAGES	2,335	11,040	7,630	11,042
702-30-3602	1040	OVERTIME SALARY & WAGES	48,678	24,000	8,980	24,000
702-30-3602	1048	MEDICAL OPT-OUT-GEN. UNIT	2,295	2,880	4,525	2,880
702-30-3602	1049	BILINGUAL/CERTIFICATION PAY	1,525	1,723	1,590	1,755
702-30-3602	1050	STANDBY PAY	8,961	6,300	11,072	6,300
702-30-3602	1052	AUTO ALLOWANCE	953	1,272	1,203	1,175
702-30-3602	1054	CELLPHONE ALLOWANCE	30	-	164	-
702-30-3602	1060	PAID SICK LEAVE	2,536	9,200	11,318	6,870
702-30-3602	1065	ACCRUED PAID VACATION	8,718	11,680	9,336	8,081
702-30-3602	1066	COMPENSATED ABSENCES	3,141	-	-	-
702-30-3602	1070	PAID SICK LEAVE AT TERMINATION	1,300	-	-	-
702-30-3602	1074	EMPLOYEE AWARDS	50	-	-	-
702-30-3602	1076	DEFERRED COMP-457 PLAN	-	-	630	-
702-30-3602	1078	MANAGEMENT BENEFIT 401A	3,406	3,653	3,547	4,938
702-30-3602	1080	MEDICARE	7,617	7,825	8,179	9,281
702-30-3602	1081	MGMT BENEFIT/MEDICAL	3,426	3,492	4,771	6,712
702-30-3602	1083	PERS - EMPLOYER PORTION	142,153	158,994	169,315	207,248
702-30-3602	1083C	CONTRA PENSION - GASB 68	147,061	-	-	-
702-30-3602	1084	UNIFORM ALLOWANCE	450	500	-	500
702-30-3602	1085	LIFE INSURANCE	1,355	1,799	1,771	1,742
702-30-3602	1088	LONG-TERM DISABILITY INSURANCE	3,549	4,690	4,471	5,720
702-30-3602	1090	MEDICAL INS - FT EMPLOYEES	69,439	78,641	77,637	83,782

WATER

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
702-30-3602	1090M	MEDICAL INS - MANAGEMENT	-	-	10,957	16,505
702-30-3602	1091	DENTAL INS - FT EMPLOYEES	6,048	6,357	6,913	7,292
702-30-3602	1092	VISION INS - FT EMPLOYEES	877	915	1,053	1,143
702-30-3602	1094	DENTAL INS - PT EMPLOYEES	-	-	259	292
702-30-3602	1095	MEDICAL INS - RETIREES	6,509	8,600	4,083	4,000
702-30-3602	1097	WORKER'S COMPENSATION	6,696	8,782	8,928	2,691
702-30-3602	1098	OPEB - FUTURE RETIREES BENEFIT	42,000	42,000	42,000	42,000
702-30-3602	1098C	CONTRA - OPEB	(62,412)	-	-	-
702-30-3602	1098O	OPEB - GASB 75	49,734	-	-	-
702-30-3602	1999	ALLOCATED PAYROLL	(5)	-	(43,323)	-
PERSONNEL EXPENDITURES:			963,974	858,745	861,050	1,022,329

WATER

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
702-30-3602	2062	MTCE & REPAIR SUPPLIES	-	-	121,000	166,000
702-30-3602	2080	CONTRACT SVC/NON-CLASS	294,406	280,500	155,700	125,900
702-30-3602	2081	CONTRACT SVC/SPECIAL STUDY	28,513	330,539	70,000	260,000
702-30-3602	2083	CONTRACT SVC/OTHER	7,354	-	-	-
702-30-3602	2086	LEGAL SERVICES	18,214	10,000	16,000	10,000
702-30-3602	2089	COMP SYST MAINT & SUPPORT	40,021	50,000	44,000	55,000
702-30-3602	2090	EQUIP MTCE & SUPPLIES	72	1,000	200	-
702-30-3602	2100	UTILITIES	126,233	413,500	165,600	413,500
702-30-3602	2110	CONFERENCES & MEETINGS	1,848	5,000	-	2,000
702-30-3602	2111	MEMBERSHIPS	27,399	30,000	21,300	24,000
702-30-3602	2140	OFFICE SUPPLIES	9,586	8,000	15,000	10,000
702-30-3602	2141	POSTAGE	23,516	21,000	25,000	25,000
702-30-3602	2152	VEHICLE LEASE	-	13,850	3,031	22,783
702-30-3602	2160	SPECIAL FEES & SERVICES	60,087	142,000	100,000	110,000
702-30-3602	2161	ADMINISTRATIVE COSTS	239,249	250,600	250,600	243,400
702-30-3602	2166	SPEC FEES - LOBBYIST WASH DC	24,000	30,000	30,000	30,000
702-30-3602	2170	SPECIAL MAT'LS-SUPPLIES	76,296	167,000	120,000	169,700
702-30-3602	2180	SMALL TOOLS	-	3,000	1,000	1,000
702-30-3602	2181	WATER REPLENISHMENT FEES	258,029	711,000	380,000	500,000
702-30-3602	2182	PURCHASED WATER-DOMESTIC	1,840,153	1,109,000	1,500,000	1,600,000
702-30-3602	2184	PURCHASED WATER-RECYCLED	-	-	121,000	50,000
702-30-3602	2190	TELEPHONE & FAX	1,228	2,400	1,100	2,400
702-30-3602	2192	INTERNET, ISDN DSL SERVICE	120	310	-	-
702-30-3602	2220	VEHICLE MTCE & SUPPLIES	58,811	63,300	47,267	66,470

WATER

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
702-30-3602	2225	VEHICLE MTCE - LEASED VEH	-	575	121	948
702-30-3602	2240	DUPLICATING SERVICE CHG	-	1,000	2,400	1,000
702-30-3602	2250	TRAINING EXPENSE	7,460	4,500	1,000	9,000
702-30-3602	2304	FRANCHISE TAX EXP	6,586	6,000	6,000	6,000
702-30-3602	2450	GENERAL LIABILITY INSURANCE	71,506	92,400	92,400	94,000
702-30-3602	2490	BANK CHARGES - CREDIT CARD PROC	35,098	56,000	56,000	56,000
702-30-3602	2491	INTEREST EXPENSE (CITY LOAN)	120,518	126,375	114,369	107,912
702-30-3602	2492	PRINCIPAL EXPENSE (CITY LOAN)	-	117,130	-	135,593
702-30-3602	2990	DEPRECIATION EXPENSES	491,357	-	-	-
OPERATING EXPENDITURES:			3,867,661	4,045,979	3,339,088	4,131,606
702-30-3602	3820	C/O-AUTOMOTIVE	-	11,500	11,385	7,500
702-30-3602	3860	C/O-OFFICE EQUIPMENT	17,515	-	600	3,600
702-30-3602	3894	CAPITALIZE CAP OUTLAY EXPENSES	(1,094,772)	-	-	-
702-30-3602	3880	C/O-MISC OTHER	-	-	5,000	-
CAPITAL OUTLAY EXPENDITURES:			(1,077,257)	11,500	16,985	11,100

WATER

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
702-20-2198	2110	CONFERENCES & MEETINGS	34	-	-	-
702-20-2198	2170	SPECIAL MAT'LS-SUPPLIES	58	-	-	-
OPERATING EXPENDITURES:			92	-	-	-
WATER - COVID			92	-	-	-
2013 SERIES A WATER REVENUE BONDS						
702-95-1517	2161	ADMINISTRATIVE COST	1,295	1,300	1,300	1,300
702-95-1517	2491	INTEREST EXPENSE	329,313	329,313	329,313	307,813
702-95-1517	2492	PRINCIPAL EXPENSE	210,000	210,000	210,000	230,000
702-95-1517	2493	AMORTIZATION OF DEFFERED COST/PRINCIPAL REPAYMENT	(221,537)	-	-	-
2013 SERIES A WATER REVENUE BONDS:			319,070	540,613	540,613	539,113
WATER FUND TOTAL:			4,073,540	5,456,836	4,878,736	5,870,148

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).
- Complete Sewer System Master Plan Update to review future sewer system improvements, operations and capital improvement projects.
- 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 20-21	FY 21-22	FY 20-21	FY 21-22	Labor Distribution Footnote	FY 20-21	FY 21-22	FY 20-21	FY 21-22	FY 20-21	FY 21-22
	Adopted Allocation	Proposed Allocation	Budgeted Salary	Budgeted Salary		Adopted Hours	Proposed Hours	Number of PT Positions	Number of PT Positions	Budgeted Wages	Budgeted Wages
Director of Public Services /City Engineer (a)	0.10	0.10	17,360	17,640	(a) 25% PS Admin, 45% Engineering, 10% Water, 5% Environmental Services, 5% High Speed Rail						
Senior Civil Engineer (b)	0.50	0.50	-	62,928	(b) Funded Frozen Position - 50% Water						
Water Utilities Supervisor (c)	0.40	0.40	38,707	38,708	(c) 40% Water, 10% Signals, 10% Traffic						
Controller/ Deputy Treasurer (d)	0.05	0.05	6,867	6,867	(d) 57% Finance, 10% Water, 10% CDBG, 10% SA-RDA, 8% Prop C Admin						
Communications & Public Affairs Manager (e)	0.05	0.05	5,802	5,708	(e) 90% Communications & Public Affairs, 5% Water						
Senior Management Analyst (f)	0.05	0.05	4,529	4,528	(f) 90% Communications & Public Affairs, 5% Water						
Management Analyst (g)	0.10	0.10	7,872	7,872	(g) 20% Public Services Admin, 60% Engineering, 10% Water						
Associate Engineer (h)	0.00	0.50	-	53,706	(h) 50% Water						
Assistant Engineer (i)	0.50	0.50	45,280	45,276	(i) 30% Water, 10% Signals & St. Lighting, 10% Traffic						
Maintenance Worker III (j)	0.25	0.25	17,474	15,849	(j) 75% Street Maint.						
Water Service Worker II (k)	0.20	0.20	15,078	15,078	(k) 180% Water						
Water Service Worker I (l)	0.10	0.10	6,183	6,183	(l) 90% Water						
Account Clerk III (m)	0.15	0.15	10,016	10,016	(m) 85% Water						
Account Clerk II (n)	0.05	0.05	2,944	3,093	(n) 425% Finance, 60% Water, 7% Prop C Admin, 3% Childcare Stage II						
Office Assistant II (o)	0.05	0.05	2,580	2,711	(o) 90% Public Services Admin, 5% water						
					PART-TIME POSITION						
					Office Assistant I (p)	455	455	1	1	11,040	11,042
					(p) 50% Public Svcs-Admin, 25% Water, 25% Sewer						
TOTAL	2.55	3.05	180,692	296,163	TOTAL	455	455	1	1	11,040	11,042

SEWER ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2062	Maintenance and Repairs: <i>Emergency system repairs and maintenance</i> <i>Emergency pump repairs</i>	\$ 35,000 25,000 10,000
2080	Contract Services - Non-Classified: <i>Sewer Fee Consultant - Annual coordination with County and water districts to update meter size records, for placement of City fee on County tax roll; investigate and respond to inquiries.</i> <i>Cleaning half of sewer system per year, troubled spots/siphons 4 x 4 year/root treatment</i> <i>Industrial waste inspection services - LA County (partially offset by County payment remitted to City)</i> <i>Alarm security services</i> <i>Landscape maintenance</i> <i>Dig Alert Services</i>	\$ 678,000 30,000 520,000 108,000 10,000 5,000 5,000
2081	Contract Services - Special Study: <i>Sanitary Sewer Management Plan (SSMP) Update (carryover)</i> <i>Sewer Master Plan Update (carryover)</i> <i>Sewer Rate Study (carryover)</i> <i>GIS sewer layer update</i>	330,000 100,000 150,000 75,000 5,000

SEWER ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2086	Legal Services: Sewer fee notice review/preparation of reports	5,000
2089	Computer System Maintenance & Support: GIS and AutoCAD Licenses (50% adtl. In Water)	5,000
2160	Special Fees & Services:	58,000
	<i>Annual permit fee - State Water Board for sewer system</i>	15,000
	<i>Annual charges to mail required 45 day notice to property owners, advising of annual fee changes (due to index inflation factor)</i>	15,000
	<i>Annual processing charges for LA County mailing of property tax statements to include sewer fee</i>	8,000
	<i>Sewer fee notice and public outreach mailing</i>	20,000
2170	Special Materials & Supplies: Deodorizers, safety equipment, chemicals, and specialized tools for inspections	5,000
3860	Capital Outlay - Office Equipment:	4,825
	<i>Firewall (1), new, (Transp/Public Svs), (50% Transp, 35% Public Services, 7.5% Water, 7.5% Sewer)</i>	2,625
	<i>Tablet, (1) new</i>	2,200

SEWER

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
704-30-3403	1020	SALARIES & WAGES	151,123	180,692	191,410	296,163
704-30-3403	1030	PART TIME WAGES	2,334	11,040	7,631	11,042
704-30-3403	1040	OVERTIME SALARY & WAGES	2,499	1,000	282	1,000
704-30-3403	1048	MEDICAL OPT-OUT-GEN. UNIT	3,493	3,600	2,627	3,600
704-30-3403	1049	BILINGUAL PAY/CERTIFICATION PAY	204	260	388	423
704-30-3403	1050	STAND BY PAY	2,597	1,950	792	1,950
704-30-3403	1052	AUTO ALLOWANCE	618	480	1,851	2,160
704-30-3403	1054	EMPLOYEE AWARDS	6	-	28	2,400
704-30-3403	1060	PAID SICK LEAVE	557	1,400	1,980	883
704-30-3403	1065	ACCRUED PAID VACATION	5,230	1,360	-	-
704-30-3403	1066	COMPENSATED ABSENCES	7,290	-	-	-
704-30-3403	1070	PAID SICK LEAVE AT TERMINATION	1,300	-	-	-
704-30-3403	1078	MANAGEMENT BENEFIT 401A	1,250	950	3,479	2,218
704-30-3403	1080	MEDICARE	2,480	2,969	3,052	4,739
704-30-3403	1081	MGMT BENEFIT/MEDICAL	1,744	2,027	5,231	4,947
704-30-3403	1083	PERS - EMPLOYER PORTION	47,099	61,864	61,598	108,374
704-30-3403	1083C	CONTRA PENSION - GASB 68	49,020	-	-	-
704-30-3403	1085	LIFE INSURANCE	473	682	554	636
704-30-3403	1088	LONG-TERM DISABILITY INSURANCE	1,281	1,824	1,848	2,990
704-30-3403	1090	MEDICAL INS - FT EMPLOYEES	12,700	20,423	13,258	29,308
704-30-3403	1090M	MEDICAL INS - MANAGEMENT	-	-	8,597	13,645
704-30-3403	1091	DENTAL INS - FT EMPLOYEES	1,179	1,814	1,591	2,982
704-30-3403	1092	VISION INS - FT EMPLOYEES	194	285	354	543

SEWER

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
704-30-3403	1094	DENTAL INS - PT EMPLOYEES	-	-	259	292
704-30-3403	1097	WORKER'S COMPENSATION	2,712	2,617	2,664	5,192
704-30-3403	1098	OPEB - FUTURE RETIREES BENEFIT	15,400	15,400	15,400	15,400
704-30-3403	1098C	CONTRA - OPEB	(13,976)	-	-	-
704-30-3403	1098O	OPEB - GASB 75	8,646	-	-	-
704-30-3403	1999	ALLOCATED PAYROLL	-	-	(5,406)	-
PERSONNEL EXPENDITURES:			307,455	312,637	319,469	510,886

SEWER

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
704-30-3403	2063	MTCE & REPAIR	-	-	-	35,000
704-30-3403	2080	CONTRACT SVC/NON-CLASS	623,619	711,500	664,000	678,000
704-30-3403	2081	CONTRACT SVC/SPECIAL STUDY	-	300,000	5,000	330,000
704-30-3403	2086	LEGAL SERVICES	-	2,500	5,000	5,000
704-30-3403	2089	COMP SYST MAINT & SUPPORT	3,095	2,500	-	5,000
704-30-3403	2090	EQUIP MTCE & SUPPLIES	1,523	2,000	-	-
704-30-3403	2100	UTILITIES	9,207	10,000	11,200	11,200
704-30-3403	2111	MEMBERSHIPS	-	2,000	-	-
704-30-3403	2160	SPECIAL FEES & SERVICES	-	58,000	58,000	58,000
704-30-3403	2161	ADMINISTRATIVE COSTS	71,500	74,300	74,300	71,300
704-30-3403	2170	SPECIAL MAT'LS-SUPPLIES	3,365	10,000	2,500	5,000
704-30-3403	2180	SMALL TOOLS	-	1,000	1,000	1,000
704-30-3403	2190	TELEPHONE & FAX	124	4,000	-	4,000
704-30-3403	2220	VEHICLE MTCE & SUPPLIES	16,627	17,700	21,264	21,690
704-30-3403	2240	DUPLICATING SERVICE CHG	-	1,000	-	-
704-30-3403	2250	TRAINING	-	2,000	-	2,000
704-30-3403	2450	GENERAL LIABILITY INSURANCE	17,120	22,100	22,100	20,700
704-30-3403	2990	DEPRECIATION EXPENSES	832,395	-	-	-
OPERATING EXPENDITURES:			1,578,576	1,220,600	864,364	1,212,890

SEWER

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
704-30-3403	3860	C/O-OFFICE EQUIPMENT	-	-	-	4,825
704-30-3403	3880	C/O-MISCELLANEOUS OTHER	10,000	-	-	-
704-30-3403	3894	CAPITALIZE CAP OUTLAY EXPENSES	(1,062,793)	-	-	-
CAPITAL OUTLAY EXPENDITURES:			(1,052,793)	-	-	4,825
SEWER FUND TOTAL:			833,238	1,533,237	1,183,833	1,763,601

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 school uniform project 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, support groups, etc.)

Social Services Programs (Senior Nutrition 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

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Director of Social Services (a)	0.78	0.78	105,478	112,134	Recreation Leader II	2,180	2,180	4	4	37,675	40,592
Social Services Worker II	1.00	2.00	60,188	105,748	Social Services Worker I	1,640	1,640	1	1	32,586	32,597
Executive Assistant	1.00	0.00	78,550	-	Office Assistant I	1,444	1,820	1	1	30,267	38,151
Office Assistant III	0.00	1.00	-	62,868							
Social Services Coordinator	0.90	0.00	65,988	-							
Social Services Supervisor (b)	0.80	0.60	67,631	53,256							
(a) 10% Child Care, 10% Childcare Stage 1, 1% Senior Nutrition Program, 1% Home Delivered Program											
(b) 20% Homeless Outreach, 20% Youth & Family Intervention											
TOTAL	4.48	4.38	377,835	334,006	TOTAL	5,264	5,640	6	6	100,528	111,340

SOCIAL SERVICES

ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2080	Contract Services - Non-Classified: <i>Electronic client file management system</i> <i>Work schedule system</i>	\$ 6,000 5,454 546
2230	Programs & Activities: Community programs and workshops	5,000
2354	Nutrition Program: Congregate meal program for Senior Nutrition Program	29,700
2357	Senior Nutrition Transportation: Dial-A-Ride transportation for the frail and elderly	22,000
3870	Capital Outlay - Furniture & Fixtures: Replacement office chairs (12), (no asset no.)	3,400
746-2152	Vehicle Lease: Annual lease payment for (1) vehicle	5,134

SOCIAL SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-40-4101	1020	SALARIES & WAGES	361,614	377,835	228,084	334,006
101-40-4101	1030	PART TIME WAGES	143,444	100,528	127,141	111,340
101-40-4101	1045	COMP TIME PAY	-	-	4,855	-
101-40-4101	1048	MEDICAL OPT-OUT-GEN. UNIT	5,954	5,760	5,652	4,320
101-40-4101	1049	BILINGUAL/CERTIFICATION PAY	4,542	3,055	3,464	2,340
101-40-4101	1052	AUTO ALLOWANCE	755	3,744	3,258	3,168
101-40-4101	1054	CELLPHONE ALLOWANCE	-	-	284	-
101-40-4101	1060	PAID SICK LEAVE	84	-	2,600	-
101-40-4101	1065	ACCRUED PAID VACATION	9,322	16,990	38,547	20,375
101-40-4101	1070	PAID SICK LEAVE ON TERMIN	-	-	14,013	-
101-40-4101	1074	EMPLOYEES' AWARDS	-	-	219	-
101-40-4101	1075	SEVERANCE PAY	-	-	20,000	-
101-40-4101	1078	MANAGEMENT BENEFIT 401A	1,883	4,220	3,589	4,486
101-40-4101	1080	MEDICARE	7,530	7,475	6,550	7,029
101-40-4101	1081	MGMT BENEFIT/MEDICAL	2,586	3,376	3,110	4,635
101-40-4101	1083	PERS - EMPLOYER PORTION	113,191	129,350	76,820	122,215
101-40-4101	1085	LIFE INSURANCE	1,124	1,464	679	680
101-40-4101	1088	LONG-TERM DISABILITY INSURANCE	2,734	3,815	1,928	3,374
101-40-4101	1090	MEDICAL INS - FT EMPLOYEES	50,074	50,680	25,509	48,820
101-40-4101	1090M	MEDICAL INS - MANAGEMENT	-	-	7,720	16,954
101-40-4101	1091	DENTAL INS - FT EMPLOYEES	4,208	4,298	1,979	4,415
101-40-4101	1092	VISION INS - FT EMPLOYEES	822	725	1,022	740

SOCIAL SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-40-4101	1093	MEDICAL INS - PT EMPLOYEES	3,820	4,020	3,743	8,040
101-40-4101	1094	DENTAL INS - PT EMPLOYEES	1,265	1,318	4,433	2,637
101-40-4101	1095	MEDICAL INS - RETIREES	92,782	93,200	88,479	109,500
101-40-4101	1096	UNEMPLOYMENT INSURANCE	7,614	-	8,228	-
101-40-4101	1097	WORKER'S COMPENSATION	42,240	28,374	28,836	35,956
101-40-4101	1100	ACA AFFORDABILITY STIPEND	67	-	23	-
101-40-4101	1999	ALLOCATED PAYROLL	(894)	(143,319)	(17,550)	-
PERSONNEL EXPENDITURES:			856,760	696,909	693,213	845,030

SOCIAL SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-40-4101	2080	CONTRACT SVC/NON-CLASS	19,878	5,546	5,546	6,000
101-40-4101	2086	LEGAL SERVICES	32	-	-	-
101-40-4101	2100	UTILITIES	35,264	38,300	36,000	38,300
101-40-4101	2110	CONFERENCES & MEETINGS	834	1,000	750	1,000
101-40-4101	2111	MEMBERSHIPS	853	1,383	1,383	1,383
101-40-4101	2113	MILEAGE REIMBURSEMENT	-	100	50	100
101-40-4101	2130	OFFICE EQPT MTCE	1,244	1,500	1,000	1,500
101-40-4101	2140	OFFICE SUPPLIES	3,962	4,500	4,500	4,500
101-40-4101	2141	POSTAGE	520	700	700	700
101-40-4101	2170	SPECIAL MAT'LS-SUPPLIES	1,377	1,800	1,950	4,000
101-40-4101	2190	TELEPHONE & FAX	3,709	6,600	4,300	6,600
101-40-4101	2220	VEHICLE MTCE & SUPPLIES	19,662	22,200	20,558	23,310
101-40-4101	2225	VEHICLE MTCE - LEASED VEH	67	350	477	477
101-40-4101	2230	PROGRAMS & ACTIVITIES	1,461	5,000	3,800	5,000
101-40-4101	2240	DUPLICATING SERVICE CHG	186	300	500	500
101-40-4101	2250	TRAINING EXPENSE	556	1,000	1,000	1,000
101-40-4101	2351	SENIOR NUTRITION PROGRAM	1,586	2,650	2,650	2,650
101-40-4101	2354	NUTRITION PROGRAM	1,431	27,550	22,275	29,700
101-40-4101	2355	SENIOR CITIZEN PROGRAM	2,415	1,600	1,200	1,600
101-40-4101	2357	SENIOR NUTRITON TRANSPORTATION	10,608	22,000	3,000	22,000
OPERATING EXPENDITURES:			105,646	144,079	111,639	150,320

SOCIAL SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-40-4101	3860	C/O-OFFICE EQUIPMENT	16,178	-	-	-
101-40-4101	3870	C/O-FURNITURE & FIXTURE	-	-	-	3,400
CAPITAL OUTLAY EXPENDITURES:			16,178	-	-	3,400
101-40-4101	3995	INTER-FUND TFR/PROP C	(10,608)	(22,000)	(3,000)	(22,000)
101-40-4101	3999	INTER-FUND TFR/CHILD CARE	(1,993)	(7,000)	-	-
GENERAL FUND - SOCIAL SERVICES TOTAL:			965,983	811,988	801,852	976,750
227-40-4101	3995	INTER-FUND TFR/PROP C	10,608	22,000	3,000	22,000
PROP C FUND - SOCIAL SERVICES TOTAL:			10,608	22,000	3,000	22,000
745-40-4101	3860	C/O-OFFICE EQUIPMENT	-	-	-	200
EQUIPMENT REPLACEMENT FUND -SOCIAL SERVICES TOTAL:			-	-	-	200

SOCIAL SERVICES

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
746-40-4101	2152	VEHICLE LEASE	-	8,200	5,134	5,134
VEHICLE REPLACEMENT FUND - SOCIAL SERVICES TOTAL:			-	8,200	5,134	5,134
SOCIAL SERVICES TOTAL (ALL FUNDS):			976,591	842,188	809,986	1,004,084

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 21-22 COST
2883	Rental & Utility Assistance: Emergency rental assistance to keep clients from being evicted Utility assistance to prevent the disconnection of services. \$30,000 General Funds (\$65,000 funded from CDBG Grant)	\$ 95,000
2884	Lodging Vouchers: Temporary emergency shelter for displaced clients and their family \$6,875 General Funds (\$10,000 funded from CDBG Grant)	16,875
2886	Emergency Support: Assist families and individuals with burial cost, prescription costs, relocation assistance, emergency home repair, and transportation	10,000

EMERGENCY FOOD & SHELTER

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-40-4102	2883	RENTAL & UTILITY ASSIST.	31,731	30,000	30,000	30,000
101-40-4102	2884	LODGING VOUCHERS	4,991	1,875	5,000	6,875
101-40-4102	2885	GROCERIES	2,528	2,000	2,000	4,000
101-40-4102	2886	EMERGENCY SUPPORT	2,711	10,000	5,000	10,000
GENERAL FUND - EMERGENCY FOOD & SHELTER TOTAL:			41,962	43,875	42,000	50,875
207-40-4102	2883	RENTAL & UTILITY ASSISTANCE	64,023	65,000	65,000	65,000
207-40-4102	2884	LODGING VOUCHERS	1,308	10,000	10,000	10,000
CDBG - EMERGENCY FOOD & SHELTER TOTAL:			65,331	75,000	75,000	75,000
EMERGENCY FOOD & SHELTER TOTAL (ALL FUNDS):			107,293	118,875	117,000	125,875

CHILD CARE PROGRAM

ACTIVITIES AND OBJECTIVES

Description of Activities

The CalWORKS (Stages I, II, & III) Child Development Program and the California Alternative Payment Program (CAPP) provides subsidized childcare services for children of low-income parents that are 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, Federal and Los Angeles County funds from the Department of Education and the County of Los Angeles County 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	Full Time Positions		Part Time Positions		Position Title	Full Time Positions		Part Time Positions		Part Time Positions	
	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary		FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Child Care Program Supervisor (a)	0.70	0.70	54,981	54,987	(a) 30% Child Care Stage 1						
Payment Specialist (a)	0.70	0.70	34,208	33,260							
Child Care Coordinator (a)	0.70	0.70	42,331	44,452							
Intake Specialist (b)	0.10	0.10	4,720	4,734	(b) 90% Child Care Stage 1						
Social Services Supervisor	0.05	0.00	4,229	-							
Social Services Worker II (c)	1.00	2.40	54,867	134,036	(c) 60% Child Care Stage 1						
Director of Social Services (d)	0.10	0.10	13,523	14,373	(d) 78% Social Services, 10% Childcare Stage 1, 1% Senior Nutrition Program, 1% Home Delivered Program						
Management Assistant (e)	0.00	0.50	-	30,726	(e) 25% Child Care Stage 1, 13%Senior Nutrition Program, 12% Home Delivered Program						
Quality Control Specialist (f)	0.44	0.44	22,495	22,853	(f) 44% Child Care Stage 1, 5% Senior Nutrition Program, 4% Home Delivered Program, 3% Senior Grant Fund						
Director of Finance/City Treasurer (g)	0.01	0.01	1,644	1,644	(g) 59% Finance, 20% SA-RDA; 5% CDBG; 9% Water, 5% Prop C Admin, 1% Childcare - Stage 1						
Senior Accountant (h)	0.05	0.05	4,529	4,528	(h) 77% Finance, 10% Water; 3% Prop C Admin, 5% Childcare Stage 1						
Payroll Specialist (i)	0.01	0.01	786	786	(i) 96% Finance , 3% Prop C Admin						
Account Clerk III (j)	0.03	0.03	2,004	2,004	(j) 185% Finance, 5% Prop C Admin, 4% SR Grant, 3% Childcare Stage 1						
Account Clerk II (k)	0.03	0.03	1,766	1,856	(k) 425% Finance, 60% Water , 7% Prop C Admin, 5% Sewer						
					Social Services Worker I (l)	780	800	1	1	15,498	15,901
					(l) 50% Child Care CDE, 50% Child Care Stage 1						
Total	3.92	5.77	242,083	350,239	TOTAL	780	800	1	1	15,498	15,901

CHILD CARE PROGRAM

ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2030	Contract Services (CAPP): Payment for Exempt, License and Family Day Care for Child Care Services	\$ 249,256
2032	Contract Services (C2AP): Payment for Exempt, License and Family Day Care for Child Care Services	2,312,307
2034	Contract Services (C3AP): Payment for Exempt, License and Family Day Care for Child Care Services	1,742,947
2036	Contract Services (Stage 1): Payment for Exempt, License and Family Day Care for Child Care Services	1,000,000
2080	Contract Services - Non-Classified: Care Control, program management software	30,000
2110	Conferences & Meetings: State and local grant-related workshops and computer training	24,000
2111	Memberships: California Alternative Payment Association and Child Care Alliance of Los Angeles	16,000
4103-3860	Capital Outlay - Office Equipment: Replace computers (2), (asset no. 13412, 13381), (70% CDE/ 30% Stage 1)	4,650

CHILD CARE PROGRAM
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
4105-3860	Capital Outlay - Office Equipment: Replace computers (2), (asset no. 13412, 13381), (70% CDE/ 30% Stage 1)	2,000
4103-3870	Capital Outlay - Office Furniture: L-shaped cubicle work spaces (3), new, (70% CDE/ 30% Stage 1)	1,365
4105-3870	Capital Outlay - Office Furniture: L-shaped cubicle work spaces (3), new, (70% CDE/ 30% Stage 1)	585

CHILD CARE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
<u>CHILDCARE - CDE:</u>						
203-40-4103	1020	REG SALARIES & WAGES	212,764	242,083	230,007	350,239
203-40-4103	1030	PART TIME WAGES	48,875	15,498	48,821	15,901
203-40-4103	1048	MEDICAL OPT-OUT-GEN. UNIT	213	936	996	576
203-40-4103	1049	BILINGUAL/CERTIFICATION PAY	2,123	1,313	3,148	2,061
203-40-4103	1052	AUTO ALLOWANCE	840	540	573	578
203-40-4103	1054	CELLPHONE ALLOWANCE	425	-	-	-
203-40-4103	1060	PAID SICK LEAVE	85	300	358	147
203-40-4103	1065	ACCRUED PAID VACATION	10,184	11,770	18,491	17,278
203-40-4103	1074	EMPLOYEE'S AWARD	5	-	8	-
203-40-4103	1078	MANAGEMENT BENEFIT 401A	1,002	607	807	641
203-40-4103	1080	MEDICARE	3,866	3,965	4,397	5,627
203-40-4103	1081	MGMT BENEFIT/MEDICAL	1,092	502	723	680
203-40-4103	1083	PERS - EMPLOYER PORTION	67,278	82,881	77,684	128,160
203-40-4103	1085	LIFE INSURANCE	562	544	588	585
203-40-4103	1088	LONG-TERM DISABILITY INSURANCE	1,825	2,447	1,744	3,538
203-40-4103	1090	MEDICAL INS - FT EMPLOYEES	42,703	49,654	39,425	76,842
203-40-4103	1090M	MEDICAL INS - MANAGEMENT	-	-	1,271	2,342
203-40-4103	1091	DENTAL INS - FT EMPLOYEES	3,523	4,430	3,196	6,650

CHILD CARE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
203-40-4103	1092	VISION INS - FT EMPLOYEES	628	602	529	890
203-40-4103	1093	MEDICAL INS - PT EMPL	1,104	-	146	-
203-40-4103	1094	DENTAL INS - PT EMPL	486	-	-	-
203-40-4103	1095	MEDICAL INS - RETIREES	19,792	20,900	16,719	15,900
203-40-4103	1096	UNEMPLOYMENT INSURANCE	3,643	-	25,559	-
203-40-4103	1097	WORKER'S COMPENSATION	3,468	3,611	3,672	6,279
203-40-4103	1098	OPEB-FUTURE FTE RETIREES	18,200	18,200	18,200	18,200
203-40-4103	1100	ACA AFFORDABILITY STIPEND	16	-	(21)	-
PERSONNEL EXPENDITURES:			444,703	460,783	497,041	653,114
203-40-4103	2030	CAPP/DPP - CHILD CARE	370,253	503,356	453,356	249,256
203-40-4103	2032	C2AP/DPP - CHILD CARE	2,346,509	2,436,499	2,436,499	2,312,307
203-40-4103	2034	C3AP/DPP - CHILD CARE	1,824,976	1,579,281	1,579,281	1,742,947
203-40-4103	2057	PROMOTIONAL ADVERTISING	5,769	18,750	18,750	18,750
203-40-4103	2080	CONTRACT SVC/NON-CLASS	6,880	17,000	17,000	17,000
203-40-4103	2084	CONTRA SVC/PARENT FEES	81,963	100,000	100,000	100,000
203-40-4103	2086	LEGAL SERVICES	-	3,500	3,500	3,500
203-40-4103	2110	CONFERENCES & MEETINGS	3,994	12,800	12,800	12,800
203-40-4103	2111	MEMBERSHIPS	4,905	11,600	11,600	11,600
203-40-4103	2130	OFFICE EQPT MTCE	841	2,580	2,580	2,580

CHILD CARE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
203-40-4103	2140	OFFICE SUPPLIES	7,127	7,000	7,000	7,000
203-40-4103	2141	POSTAGE	3,768	4,807	4,807	4,807
203-40-4103	2152	VEHICLE LEASE	-	-	-	4,237
203-40-4103	2170	SPECIAL MAT'LS-SUPPLIES	5,468	14,300	14,300	14,300
203-40-4103	2190	TELEPHONE & FAX	2,815	2,556	4,500	4,500
203-40-4103	2220	VEHICLE MTCE & SUPPLIES	1,898	2,300	3,417	3,490
203-40-4103	2225	VEHICLE MTCE - LEASED VEH	-	-	-	270
203-40-4103	2240	DUPLICATING SERVICE CHG	1,607	4,218	-	4,218
203-40-4103	2250	TRAINING EXPENSE	1,277	4,900	4,900	4,900
203-40-4103	2400	AUDIT FEES	5,479	3,800	3,800	3,800
OPERATING EXPENDITURES:			4,675,529	4,729,247	4,678,090	4,522,262
203-40-4103	3870	C/O-FURNITURE & FIXTURES	2,170	-	-	4,650
203-40-4103	3860	C/O-OFFICE EQUIPMENT	8,902	21,865	21,865	1,365
CAPITAL OUTLAY EXPENDITURES:			11,072	21,865	21,865	6,015
CHILD CARE - CDE TOTAL:			5,131,303	5,211,895	5,196,996	5,181,391

Budget Program: Child Care Program - Stage 1, 4105

Full Time Positions

Part Time Positions

Position Title	FY 20-21	FY 21-22	FY 20-21	FY 21-22	Position Title	FY 20-21	FY 21-22	FY 20-21	FY 21-22	FY 20-21	FY 21-22
	Adopted Allocation	Proposed Allocation	Budgeted Salary	Budgeted Salary		Adopted Hours	Proposed Hours	Number of PT Positions	Number of PT Positions	Budgeted Wages	Budgeted Wages
Child Care Program Supervisor (a)	0.30	0.30	23,564	23,566	(a) 70% Child Care CDE						
Payment Specialist (a)	0.30	0.30	14,661	14,258							
Child Care Coordinator (a)	0.30	0.30	18,144	19,048							
Intake Specialist (b)	0.90	0.90	42,433	42,606	(b) 10% Child Care CDE						
Social Services Supervisor	0.05	0.00	4,229	-							
Social Services Worker II (c)	1.00	1.60	57,049	92,658	(c) 140% Child Care CDE						
Director of Social Services (d)	0.10	0.10	13,523	14,373	(d) 78% Social Services, 10% Childcare CDE, 1% Senior Nutrition Program, 1% Home Delivered Program						
Management Assistant (e)	0.00	0.25	-	15,363	(e) 50% Child Care CDE, 13% Senior Nutrition Program, 12% Home Delivered Program						
Quality Control Specialist (f)	0.44	0.44	22,495	22,853	(f) 44% Child Care CDE , 9% Senior Nutrition Program, 3% Senior Grant Fund						
Director of Finance/City Treasurer (g)	0.01	0.01	1,644	1,644	(g) 59% Finance, 20% SA-RDA; 5% CDBG; 9% Water, 5% Prop C Admin, 1% Childcare CDE						
Senior Accountant (h)	0.05	0.05	4,529	4,528	(h) 77% Finance, 10% Water; 3% Prop C Admin, 5% Childcare CDE						
Account Clerk III (i)	0.03	0.03	2,004	2,004	(i) 185% Finance, 5% Prop C Admin, 4% SR Grant, 3% Childcare CDE						
					Social Services Worker I (j)	780	800	1	1	15,498	15,901
					(j) 50% Child Care Stage 1, 50% Child Care CDE						
TOTAL	3.48	4.28	204,275	252,901	TOTAL	780	800	1	1	15,498	15,901

CHILD CARE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
<u>CHILDCARE - STAGE 1:</u>						
203-40-4105	1020	REG SALARIES & WAGES	143,434	204,275	181,025	252,901
203-40-4105	1030	PART TIME WAGES	22,297	15,498	17,015	15,901
203-40-4105	1048	MEDICAL OPT-OUT-GEN. UNIT	543	720	945	360
203-40-4105	1049	BILINGUAL/CERTIFICATION PAY	532	1,294	1,049	1,456
203-40-4105	1052	AUTO ALLOWANCE	228	540	573	578
203-40-4105	1054	CELLPHONE ALLOWANCE	-	-	322	-
203-40-4105	1060	PAID SICK LEAVE	39	200	368	115
203-40-4105	1065	ACCRUED PAID VACATION	2,761	2,940	403	-
203-40-4105	1078	MANAGEMENT BENEFIT 401A	424	607	671	641
203-40-4105	1080	MEDICARE	2,405	3,285	2,934	3,952
203-40-4105	1081	MGMT BENEFIT/MEDICAL	516	502	610	680
203-40-4105	1083	PERS - EMPLOYER PORTION	45,675	69,937	60,964	92,544
203-40-4105	1085	LIFE INSURANCE	171	490	248	654
203-40-4105	1088	LONG-TERM DISABILITY INSURANCE	1,037	2,064	1,428	2,553
203-40-4105	1090	MEDICAL INS - FT EMPLOYEES	27,713	47,721	36,733	58,963
203-40-4105	1090M	MEDICAL INS - MANAGEMENT	-	-	1,271	2,342
203-40-4105	1091	DENTAL INS - FT EMPLOYEES	2,186	3,951	3,197	4,945
203-40-4105	1092	VISION INS - FT EMPLOYEES	370	541	473	671

CHILD CARE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
203-40-4105	1093	MEDICAL INS - PT EMPL	321	-	(134)	-
203-40-4105	1097	WORKER'S COMPENSATION	2,784	3,063	3,108	4,571
203-40-4105	1098	OPEB-FUTURE FTE RETIREES	6,400	6,400	6,400	6,400
PERSONNEL EXPENDITURES:			259,835	364,028	319,603	450,228
203-40-4105	2036	STAGE 1/DPP-CHILD CARE	1,025,130	785,000	1,000,000	1,000,000
203-40-4105	2057	PROMOTIONAL ADVERTISING	2,412	3,750	3,750	3,750
203-40-4105	2080	CONTRACT SVC/NON-CLASS	2,628	13,000	13,000	13,000
203-40-4105	2084	CONTRA SVC/PARENT FEES	-	2,000	-	2,000
203-40-4105	2086	LEGAL SERVICES	-	1,500	1,500	1,500
203-40-4105	2110	CONFERENCES & MEETINGS	2,038	11,200	11,200	11,200
203-40-4105	2111	MEMBERSHIPS	2,257	4,400	4,400	4,400
203-40-4105	2130	OFFICE EQPT MTCE	599	1,300	1,300	1,300
203-40-4105	2140	OFFICE SUPPLIES	3,821	3,000	3,000	3,000
203-40-4105	2141	POSTAGE	541	1,200	1,200	1,200
203-40-4105	2170	SPECIAL MAT'LS-SUPPLIES	1,899	6,700	6,700	6,700
203-40-4105	2190	TELEPHONE & FAX	768	500	500	920

CHILD CARE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
203-40-4105	2220	VEHICLE MTCE & SUPPLIES	501	500	903	920
203-40-4105	2240	DUPLICATING SERVICE CHG	386	1,566	-	1,566
203-40-4105	2250	TRAINING EXPENSE	545	2,100	2,100	2,100
203-40-4105	2400	AUDIT FEES	4,719	6,600	3,600	3,750
OPERATING EXPENDITURES:			1,048,244	844,316	1,053,153	1,057,306
203-40-4105	3870	C/O-FURNITURE & FIXTURES	930	-	-	2,000
203-40-4105	3860	C/O-OFFICE EQUIPMENT	3,438	9,730	9,730	585
CAPITAL OUTLAY EXPENDITURES:			4,368	9,730	9,730	2,585
CHILD CARE - STAGE 1 TOTAL:			1,312,447	1,218,074	1,382,487	1,510,119

CHILD CARE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
<u>CHILDCARE - CARES:</u>						
203-40-2198	1020	REG SALARIES & WAGES	-	-	6,593	-
203-40-2198	1049	BILINGUAL/CERTIFICAT PAY	-	-	64	-
203-40-2198	1080	MEDICARE	-	-	97	-
203-40-2198	1083	PERS - EMPLOYER PORTION	-	-	2,230	-
203-40-2198	1085	LIFE INSURANCE	-	-	11	-
203-40-2198	1088	LONG-TERM DISABILITY INSURANCE	-	-	26	-
203-40-2198	1090	MEDICAL INS - FT EMPLOYEES	-	-	502	-
203-40-2198	1091	DENTAL INS - FT EMPLOYEES	-	-	53	-
203-40-2198	1092	VISION INS - FT EMPLOYEES	-	-	8	-
PERSONNEL EXPENDITURES:			-	-	9,584	-

CHILD CARE

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
203-40-4110	2030	CAPP/DPP - CHILD CARE	-	8,500	8,513	-
203-40-4110	2032	C2AP/DPP - CHILD CARE	-	32,700	32,708	-
203-40-4110	2034	C3AP/DPP - CHILD CARE	-	35,500	35,545	-
203-40-4110	2036	STAGE 1/DPP-CHILD CARE	-	22,600	22,552	-
203-40-2198	2035	COIVD CHILD CARE	-	116,500	106,970	-
OPERATING EXPENDITURES:			-	215,800	206,287	-
CARES ACT TOTAL:			-	215,800	215,871	-
CHILD CARE PROGRAM TOTAL (ALL FUNDS):			6,443,750	6,645,769	6,795,354	6,691,509

SENIOR CENTER

ACTIVITIES AND OBJECTIVES

Description of Activities

Offering to seniors 50 years and older a wide variety of educational, recreational, social, nutritional, 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, 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 Senior Nutrition Program as funded by the Los Angeles County Workforce Development, Aging and Community Services.
- 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 that address the tech divide for older adults.

Budget Program: Social Services - Senior Center , 4104

Full Time Positions

Part Time Positions

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Senior Center Manager (a)	0.92	0.92	89,729	91,544	Senior Program Aide	1,500	-	1	0	37,974	-
Social Services Coordinator (b)	0.00	0.79	-	60,822	Recreation Leader III	1,860	3,640	2	2	41,480	81,155
Senior Services Coordinator	0.79	0.00	56,722	-	Recreation Leader II	2,718	5,200	4	4	46,973	96,824
Office Assistant II (c)	1.00	1.85	56,576	102,378	Recreation Leader I	1,500	-	1	0	23,936	-
Office Assistant I	1.00	1.00	49,468	51,942							
Recreation Supervisor (d)	0.79	0.79	69,654	63,175							
Social Services Worker II	2.00	2.00	102,196	104,316							
Total General Fund	6.50	7.35	424,345	474,177							
(a) 6% Senior Grant Fund, 1% Senior Nutrition Program, 1% Home Delivered Program											
(b) 21% Senior Grant Fund											
(c) 15% Home Delivered Program											
(d) 12% Senior Nutrition Program, 7% Home Delivered Program, 2% Telephone Reassurance Program											
SENIOR GRANT POSITIONS											
Social Services Coordinator (e)	0.00	0.21	-	16,170							
Senior Center Manager (f)	0.06	0.06	5,854	5,971							
Senior Services Coordinator	0.21	0.00	15,078	-							
Quality Control Specialist (g)	0.03	0.03	1,539	1,558							
Account Clerk III (h)	0.04	0.04	2,671	2,671							
Total Senior Grant Fund	0.34	0.34	25,142	26,370							
(e) 79% Senior Center											
(f) 92% Senior Center, 1% Senior Nutrition Program, 1% Home Delivered Program											
(g) 44% Childcare CDE, 44% Childcare Stage 1, 9% Senior Nutrition Program											
(h) 96% Finance											
TOTAL	7.18	7.69	449,487	500,547	TOTAL	7,578	8,840	8	6	150,363	177,979

SENIOR CENTER ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2080	Contract Services - Non Classified: <i>MTC (Service Track)</i> <i>Adobe Illustrator subscriptions</i> <i>My Senior Center software subscription</i> <i>Work schedule system</i>	\$ 8,100 <i>4,500</i> <i>200</i> <i>2,800</i> <i>600</i>
2111	Memberships: California Park and Recreation Society, Aging Section; National Council on Aging, Motion Picture Licensing Corp, and Elder Justice Coalition	1,500
2140	Office Supplies: General office supplies for operation and general support of the Senior Center	7,500
2179	Special Supplies - Seniors: Special equipment, promotional needs, paper goods, equipment maintenance, coffee, cable TV and popcorn supplies, staff shirts, and medical supplies	42,000
2229	Senior Tours: Day Trips and extended tours for senior participants	17,500
2230	Programs & Activities: Senior Center programs (dances, Volunteer Recognition, workshops, seminars, Green Tea Week, mixers, Candle Light Dinners, and special events)	42,000
2232	Classes: Educational classes for senior participants	15,000

SENIOR CENTER ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2351	Senior Nutrition Program: Special activities and celebrations for the weekday nutrition program	4,000
2354	Nutrition Program: Congregate weekday meal program for Senior Center	30,000
3870	Capital Outlay - Furniture & Fixture: Replace wall-mounted, drinking fountains (3), (no asset no.)	15,050
3880	Capital Outlay - Other Equipment:	12,950
	<i>Replace ice machine, (no asset tag)</i>	9,850
	<i>Replacement freezer, upright, (asset no. 1656)</i>	3,100

SENIOR CENTER

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-40-4104	1020	SALARIES & WAGES	373,855	424,345	248,518	474,177
101-40-4104	1030	PART TIME WAGES	172,654	150,363	117,886	177,979
101-40-4104	1040	OVERTIME SALARY & WAGES	1,822	2,500	1,733	2,500
101-40-4104	1045	COMP TIME PAY	-	-	27	2,500
101-40-4104	1048	MEDICAL OPT-OUT GEN. UNIT	5,968	7,200	2,959	-
101-40-4104	1049	BILINGUAL/CERTIFICATION PAY	3,569	3,250	3,731	4,316
101-40-4104	1054	CELLPHONE ALLOWANCE	-	-	454	-
101-40-4104	1060	PAID SICK LEAVE	1,273	-	1,000	-
101-40-4104	1065	ACCRUED PAID VACATION	13,842	17,900	44,564	14,552
101-40-4104	1070	PAID SICK LEAVE ON TERMIN	-	-	7,182	-
101-40-4104	1074	EMPLOYEE AWARDS	-	-	628	-
101-40-4104	1075	SEVERANCE PAY	-	-	10,000	-
101-40-4104	1080	MEDICARE	8,252	8,780	6,207	9,802
101-40-4104	1083	PERS - EMPLOYER PORTION	117,897	145,273	82,304	173,505
101-40-4104	1085	LIFE INSURANCE	748	1,457	401	1,407
101-40-4104	1088	LONG-TERM DISABILITY INSURANCE	2,957	4,286	1,818	4,789
101-40-4104	1090	MEDICAL INS - FT EMPLOYEES	61,989	78,689	52,001	120,089
101-40-4104	1091	DENTAL INS - FT EMPLOYEES	5,193	6,424	3,774	8,585
101-40-4104	1092	VISION INS - FT EMPLOYEES	881	836	707	1,117

SENIOR CENTER

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-40-4104	1093	MEDICAL INS - PT EMPLOYEES	-	-	1,960	4,020
101-40-4104	1094	DENTAL INS - PT EMPLOYEES	97	1,318	1,167	1,318
101-40-4104	1095	MEDICAL INSURANCE-RETIREEES	12,533	13,300	-	-
101-40-4104	1097	WORKER'S COMPENSATION	4,656	6,146	6,252	8,315
101-40-4104	1999	ALLOCATED PAYROLL	(3,833)	(78,174)	(13,138)	-
PERSONNEL EXPENDITURES:			784,355	793,893	582,133	1,008,971

SENIOR CENTER

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-40-4104	2050	PUBLICATIONS	159	1,500	1,125	1,500
101-40-4104	2080	CONTRACT SVC	3,333	4,600	5,000	8,100
101-40-4104	2100	UTILITIES	62,597	73,300	58,200	73,300
101-40-4104	2110	CONFERENCES & MEETINGS	1,762	3,000	3,000	3,000
101-40-4104	2111	MEMBERSHIPS	1,327	1,500	1,500	1,500
101-40-4104	2113	MILEAGE REIMBURSEMENT	-	140	140	140
101-40-4104	2130	OFFICE EQPT MTCE	1,002	800	1,800	2,800
101-40-4104	2140	OFFICE SUPPLIES	9,376	7,500	7,500	7,500
101-40-4104	2141	POSTAGE	302	900	675	900
101-40-4104	2170	SPECIAL MAT'LS-SUPPLIES	906	1,000	750	1,000
101-40-4104	2179	SPECIAL SUPPLIES-SENIORS	39,353	42,000	31,500	42,000
101-40-4104	2190	TELEPHONE & FAX	3,861	5,400	4,200	5,400
101-40-4104	2229	TOURS	24,021	17,500	13,125	17,500
101-40-4104	2230	PROGRAMS & ACTIVITIES	28,124	42,000	31,500	42,000
101-40-4104	2232	CLASSES	14,700	15,000	15,000	15,000
101-40-4104	2240	DUPLICATING SERVICE CHG	4,124	3,300	3,300	3,300
101-40-4104	2250	TRAINING EXPENSE	130	2,500	2,500	2,500
101-40-4104	2351	SENIOR NUTRITION PROGRAM	3,916	4,000	4,000	4,000
101-40-4104	2354	NUTRITION PROGRAM	4,186	30,000	22,500	30,000
OPERATING EXPENDITURES:			203,181	255,940	207,315	261,440

SENIOR CENTER

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-40-4104	3860	C/O-OFFICE EQUIPMENT	7,373	-	-	-
101-40-4104	3870	C/O-FURNITURE	41,274	4,200	4,232	15,050
101-40-4104	3880	C/O-OTHER EQUIPMENT	35,563	-	2,229	12,950
CAPITAL OUTLAY EXPENDITURES:			84,209	4,200	6,461	28,000
101-90-9217	3990	GENERAL FUND TRANSFER OUT / CITY'S CONTRIBUTION	17,677	41,064	38,977	42,998
GENERAL FUND - SENIOR CENTER SERVICE TOTAL:			1,089,422	1,095,097	834,886	1,341,409

SENIOR CENTER

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
<u>SENIOR GRANT FUND (FUND 217)</u>						
217-40-4104	1020	SALARIES & WAGES	25,251	25,142	22,904	26,370
217-40-4104	1030	PART TIME WAGES	193	-	-	-
217-40-4104	1040	OVERTIME SALARY & WAGES	42	100	-	-
217-40-4104	1048	MEDICAL OPT-OUT-GEN. UNIT	215	-	311	-
217-40-4104	1049	BI-LINGUAL/CERTIFICATION PAY	100	20	84	156
217-40-4104	1052	AUTO ALLOWANCE	5	-	-	-
217-40-4104	1065	ACCRUED PAID VACATION	605	490	-	-
217-40-4104	1078	MANAGEMENT BENEFIT 401A	6	-	-	-
217-40-4104	1080	MEDICARE	381	374	338	385
217-40-4104	1081	MGMT BENEFIT/MEDICAL	7	-	-	-
217-40-4104	1083	PERS - EMPLOYER PORTION	7,996	9,030	7,698	9,651
217-40-4104	1085	LIFE INSURANCE	60	94	56	99
217-40-4104	1088	LONG-TERM DISABILITY INSURANCE	196	254	169	266
217-40-4104	1090	MEDICAL INS - FT EMPLOYEES	4,231	4,520	4,520	5,287
217-40-4104	1091	DENTAL INS - FT EMPLOYEES	423	353	311	353
217-40-4104	1092	VISION INS - FT EMPLOYEES	54	47	40	47
217-40-4104	1097	WORKER'S COMPENSATION	252	364	372	463
PERSONNEL EXPENDITURES:			40,019	40,787	36,802	43,077

SENIOR CENTER

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
217-40-4104	2037	TITLE IIIB CONTRACT SVC	13,575	61,989	10,389	54,389
217-40-4104	2038	TITLE IIIE CONTRACT SVC	6,875	-	-	-
217-40-4104	2039	CBSP CONTRACT SVC	3,341	-	-	-
217-40-4104	2141	POSTAGE	17	20	25	20
OPERATING EXPENDITURES:			23,808	62,009	10,414	54,409
217-90-9101	4790	TRANSFER IN / CITY'S FUNDING	(17,677)	(41,064)	(38,977)	(42,998)
SENIOR GRANT FUND TOTAL:			46,150	61,732	8,239	54,488
SENIOR CENTER SERVICES TOTAL (ALL FUNDS):			1,135,572	1,156,829	843,125	1,395,897

SENIOR NUTRITION PROGRAM

ACTIVITIES AND OBJECTIVES

Description of Activities

County of Los Angeles Community and Senior Services has established the Senior Nutrition Program to provide meals and other supportive services to Older Individuals. The Senior 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 in a group setting at the Senior Center and Social Services Center. The program also encompasses both the Home Delivered Meals Program and Telephone Reassurance Program.

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

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Director of Social Services (a)	0.01	0.01	1,353	1,434	Nutrition Program Aide	4,160	4,160	4	4	63,785	63,787
Senior Center Manager (b)	0.01	0.01	974	996	Social Service Worker I	3,120	3,640	2	2	58,992	68,825
Recreation Supervisor (c)	0.12	0.12	10,077	9,597	Dishwasher	1,560	2,080	2	2	23,920	31,894
Quality Control Specialist (d)	0.05	0.05	2,553	2,598	Site Coordinators	2,600	2,680	2	2	43,764	43,774
Recreation Coordinator (e)	0.47	0.47	29,773	30,128							
Management Assistant (f)	0.00	0.13	-	7,989							
(a) 78% Social Services, 10% Childcare CDE, 10% Childcare Stage 1, 1% Home Delivered Program											
(b) 92% Senior Center, 6% Senior Grant Fund, 1% Home Delivery Program											
(c) 79% Senior Programs, 7% Home Delivered Program, 2% Telephone Reassurance Program											
(d) 44% Childcare CDE, 44% Childcare Stage 1, 4% Home Delivered Program, 3% Senior Grant Fund											
(e) 50% Home Delivered Program, 3% Telephone Assurance Program											
(f) 50% Child care CDE, 25% Child Care Stage 1, 12% Home Delivered Program											
TOTAL	0.66	0.79	44,730	52,742	TOTAL	11,440	12,560	6	6	190,461	208,280

SENIOR NUTRITION PROGRAM
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2040	Congregate Meals: Nutrition meals for older individuals	\$ 300,200
2130	Office Equipment Maintenance: Supplies for equipment	5,000
2140	Office Supplies: General office supplies for operation and general support of the Senior Nutrition Program	3,700
2170	Special Materials & Supplies: Pest control / Program supplies (hair nets, aprons, etc.)	5,000
2250	Training Expense: Educational health and safety required training for grant	2,500

SENIOR NUTRITION PROGRAM

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-90-9239	3990	INTER FUND TRANSFER	99,295	-	-	-
GENERAL FUND - SENIOR NUTRITION PROGRAM TOTAL:			99,295	-	-	-
<u>Senior Nutrition Program - Onsite Meal Service</u>						
239-40-4111	1020	REG SALARIES & WAGES	9,735	44,730	39,504	52,742
239-40-4111	1030	PART TIME WAGES	121,385	190,461	109,915	208,280
239-40-4111	1048	MEDICAL OPT-OUT-GEN. UNIT	71	-	2,145	3,384
239-40-4111	1049	BILINGUAL/CERTIFICATION PAY	31	33	222	338
239-40-4111	1052	AUTO ALLOWANCE	-	48	93	96
239-40-4111	1054	CELLPHONE ALLOWANCE	-	-	61	-
239-40-4111	1065	ACCRUED PAID VACATION	404	-	28	-
239-40-4111	1078	MANAGEMENT BENEFIT 401A	-	55	101	58
239-40-4111	1080	MEDICARE	1,912	3,563	2,205	3,842
239-40-4111	1081	MGMT BENEFIT/MEDICAL	-	44	92	60
239-40-4111	1083	PERS - EMPLOYER PORTION	3,029	15,314	13,306	19,301
239-40-4111	1085	LIFE INSURANCE	21	13	62	22
239-40-4111	1088	LONG-TERM DISABILITY INSURANCE	63	152	293	-
239-40-4111	1090	MEDICAL INS - FT EMPLOYEES	943	2,735	3,206	5,386

SENIOR NUTRITION PROGRAM

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
239-40-4111	1090M	MEDICAL INS - MANAGEMENT	-	-	240	218
239-40-4111	1091	DENTAL INS - FT EMPLOYEES	76	224	199	376
239-40-4111	1092	VISION INS - FT EMPLOYEES	17	33	48	53
239-40-4111	1093	MEDICAL INS - PT EMPL	-	-	746	-
239-40-4111	1097	WORKER'S COMPENSATION	108	217	216	924
PERSONNEL EXPENDITURES:			137,798	257,621	172,681	295,080
239-40-4111	2040	CONGREGATE MEALS	223,741	878,880	849,880	300,200
239-40-4111	2130	OFFICE EQPT MTCE	-	5,000	500	5,000
239-40-4111	2140	OFFICE SUPPLIES	1,928	3,700	3,700	3,700
239-40-4111	2170	SPECIAL MAT'LS-SUPPLIES	2,510	5,000	5,000	5,000
239-40-4111	2250	TRAINING EXPENSE	-	2,500	2,500	2,500
OPERATING EXPENDITURES:			228,179	895,080	861,580	316,400
239-40-4111	3860	C/O-OFFICE EQUIPMENT	-	2,150	2,150	-
CAPITAL OUTLAY EXPENDITURES:			-	2,150	2,150	-
SENIOR NUTITION PROGRAM TOTAL:			365,976	1,154,851	1,036,411	611,480

Budget Program: Social Services - Home Delivered Program, 4112

Full Time Positions

Part Time Positions

Position Title	Full Time Positions				Position Title	Part Time Positions					
	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary		FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Director of Social Services (a)	0.01	0.01	1,353	1,434	Meal Driver	5,720	6,500	5	5	87,697	99,667
Senior Center Manager (b)	0.01	0.01	974	996	Social Services Worker I	3,120	-	1	0	71,764	-
Recreation Supervisor (c)	0.07	0.07	5,878	5,598	Recreation Leader II	-	2,600	0	2	-	48,412
Quality Control Specialist (d)	0.04	0.04	2,048	2,078							
Recreation Coordinator (e)	0.50	0.50	31,634	32,052							
Management Assistant (f)	0.00	0.12	-	7,375							
Office Assistant II (g)	0.00	0.15	-	8,082							
(a) 78% Social Services, 10% Childcare CDE, 10% Childcare Stage 1, 1% Senior Nutrition Program											
(b) 92% Senior Center, 6% Senior Programs, 1% Senior Nutrition Program											
(c) 79% Senior Programs, 12% Senior Nutrition Program, 2% Telephone Reassurance Program											
(d) 44% Child Care CDE, 44% Child Care Stage 1, 5% Senior Nutrition Program, 3% Senior Grant Fund											
(e) 47% Senior Nutrition Program, 3% Telephone Assurance Program											
(f) 50% Child care CDE, 25% Child Care Stage 1, 13% Senior Nutrition Program											
(g) 85% Senior Center											
TOTAL	0.63	0.90	41,887	57,615	TOTAL	8,840	9,100	6	7	159,461	148,079

HOME DELIVERED PROGRAM

ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2041	Hot meals: Senior Nutrition Program delivered meals	\$ 400,000
2042	Frozen meals: Senior Nutrition Program delivered meals for weekends	9,229
2043	Emergency meals: Senior Nutrition Program delivered meals for emergency situations	2,307
2057	Promotional Advertising: Giveaways and resource pamphlets	2,500
2140	Office Supplies: General office supplies for operation and general support of the Home Delivered Program	7,200
2170	Special Materials & Supplies: Plates, bowls, cups, and utensils	7,500
2220	Vehicle Mtc & Supplies: Insurance/maintenance of vehicles	13,000
2250	Training Expense: Educational health and safety required training for grant	2,500

SENIOR NUTRITION PROGRAM

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
<u>Home Delivered Program</u>						
239-40-4112	1020	REG SALARIES & WAGES	25,539	41,887	32,451	57,615
239-40-4112	1030	PART TIME WAGES	71,391	159,461	61,105	148,079
239-40-4112	1049	BILINGUAL/CERTIFICATION PAY	3	26	792	1,749
239-40-4112	1052	AUTO ALLOWANCE	-	48	93	96
239-40-4112	1054	CELLPHONE ALLOWANCE	-	-	45	-
239-40-4112	1065	ACCRUED PAID VACATION	1,285	1,330	22	-
239-40-4112	1078	MANAGEMENT BENEFIT 401A	-	55	101	58
239-40-4112	1080	MEDICARE	1,415	3,470	1,399	3,011
239-40-4112	1081	MGMT BENEFIT/MEDICAL	-	44	92	60
239-40-4112	1083	PERS - EMPLOYER PORTION	7,918	14,843	10,924	21,085
239-40-4112	1085	LIFE INSURANCE	52	12	54	53
239-40-4112	1088	LONG-TERM DISABILITY INSURANCE	219	104	238	582
239-40-4112	1090	MEDICAL INS - FT EMPLOYEES	3,721	2,757	2,449	6,390
239-40-4112	1090M	MEDICAL INS - MANAGEMENT	-	-	240	218
239-40-4112	1091	DENTAL INS - FT EMPLOYEES	267	153	96	470
239-40-4112	1092	VISION INS - FT EMPLOYEES	52	24	34	66
239-40-4112	1093	MEDICAL INS - PT EMPL	548	-	1,974	4,020
239-40-4112	1094	DENTAL INS - PT EMPL	11	-	-	1,318
239-40-4112	1097	WORKER'S COMPENSATION	108	2,249	156	1,009
PERSONNEL EXPENDITURES:			112,545	226,463	114,156	245,879

SENIOR NUTRITION PROGRAM

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
239-40-4112	2041	HOT MEALS	135,941	393,616	293,616	400,000
239-40-4112	2042	FROZEN MEALS	1,665	9,229	9,229	9,229
239-40-4112	2043	EMERGENCY MEALS	1,427	2,307	2,307	2,307
239-40-4112	2057	PROMOTIONAL ADVERTISING	-	2,500	2,500	2,500
239-40-4112	2130	OFFICE EQPT MTCE	-	7,200	-	7,200
239-40-4112	2140	OFFICE SUPPLIES	1,403	7,200	7,200	7,200
239-40-4112	2170	SPECIAL MAT'LS-SUPPLIES	1,296	7,500	7,500	7,500
239-40-4112	2190	TELEPHONE & FAX	800	10,300	1,700	10,700
239-40-4112	2220	VEHICLE MTCE & SUPPLIES	14,842	113,700	109,583	13,000
239-40-4112	2240	DUPLICATING SERVICE CHG	-	2,000	-	2,000
239-40-4112	2250	TRAINING EXPENSE	-	2,500	2,500	2,500
OPERATING EXPENDITURES:			157,375	558,052	436,135	464,136
HOME DELIVERED PROGRAM - TOTAL:			269,920	784,515	550,291	710,015

Budget Program: Social Services - Telephone Reassurance Program, 4113

Full Time Positions

Part Time Positions

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Recreation Supervisor (a)	0.02	0.02	1,680	1,600							
Recreation Coordinator (b)	0.03	0.03	1,320	1,924							
(a) 79% Senior Center, 12% Senior Nutrition Program, 7% Home Delivered Program											
(b) 50% Home Delivered Program, 47% Senior Nutrition Program											
TOTAL	0.05	0.05	3,000	3,524	TOTAL	-	-	-	-	-	-

SENIOR NUTRITION PROGRAM

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
<u>Telephone Reassurance Program</u>						
239-40-4113	1020	REG SALARIES & WAGES	1,991	3,000	1,163	3,524
239-40-4113	1048	MEDICAL OPT-OUT-GEN. UNIT	-	-	79	216
239-40-4113	1049	BILINGUAL/CERTIFICATION PAY	-	-	7	20
239-40-4113	1065	ACCRUED PAID VACATION	115	-	-	-
239-40-4113	1080	MEDICARE	30	43	18	54
239-40-4113	1083	PERS - EMPLOYER PORTION	619	1,046	392	1,290
239-40-4113	1085	LIFE INSURANCE	7	1	2	2
239-40-4113	1088	LONG-TERM DISABILITY INSURANCE	17	17	8	35
239-40-4113	1090	MEDICAL INS - FT EMPLOYEES	229	203	84	384
239-40-4113	1091	DENTAL INS - FT EMPLOYEES	9	24	2	24
239-40-4113	1092	VISION INS - FT EMPLOYEES	4	4	1	4
239-40-4113	1097	WORKER'S COMPENSATION	24	24	24	62
PERSONNEL EXPENDITURES:			3,046	4,362	1,782	5,615

SENIOR NUTRITION PROGRAM

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
239-40-4113	2190	TELEPHONE & FAX	-	400	400	-
		OPERATING EXPENDITURES:	-	400	400	-
		TELEPHONE REASSURANCE PROGRAM - TOTAL:	3,046	4,762	2,182	5,615
239-90-9101	4790	TRANSFER IN / CITY'S FUNDING	(99,295)	-	-	-
		SENIOR NUTRITION PROGRAM FUND TOTAL:	539,647	1,944,128	1,588,884	1,327,110
		SENIOR NUTRITION PROGRAM TOTAL (ALL FUNDS):	638,941	1,944,128	1,588,884	1,327,110

Budget Program: Social Services - Youth & Family Intervention, 4201

Full Time Positions

Part Time Positions

Position Title	FY 20-21	FY 21-22	FY 20-21	FY 21-22	Position Title	FY 20-21	FY 21-22	FY 20-21	FY 21-22	FY 20-21	FY 21-22
	Adopted Allocation	Proposed Allocation	Budgeted Salary	Budgeted Salary		Adopted Hours	Proposed Hours	Number of PT Positions	Number of PT Positions	Budgeted Wages	Budgeted Wages
Community Worker	2.00	2.00	135,840	135,840							
Social Services Supervisor (b)	0.00	0.20	-	17,748							
(a) 60% Social Serv. Admin, 20% Homeless Outreach											
TOTAL	2.00	2.20	135,840	153,588	TOTAL	-	-	-	-	-	-

SOCIAL SERVICES
Youth and Family Intervention
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2230	Programs & Activities: <i>Program supplies</i> <i>Youth events</i> <i>Educational programming/class material</i>	\$ 9,000 <i>3,000</i> <i>1,000</i> <i>5,000</i>

YOUTH & FAMILY INTERVENTION

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-40-4201	1020	SALARIES & WAGES	-	135,840	122,227	153,588
101-40-4201	1049	BILINGUAL/CERTIFICATION PAY	-	1,300	1,239	1,430
101-40-4201	1054	CELLPHONE ALLOWANCE	-	-	256	-
101-40-4201	1060	PAID SICK LEAVE	-	3,000	1,600	1,574
101-40-4201	1065	ACCRUED PAID VACATION	-	6,340	-	-
101-40-4201	1080	MEDICARE	-	2,136	1,817	2,271
101-40-4201	1083	PERS - EMPLOYER PORTION	-	46,504	41,356	56,198
101-40-4201	1085	LIFE INSURANCE	-	526	402	595
101-40-4201	1088	LONG-TERM DISABILITY INSURANCE	-	1,372	988	1,551
101-40-4201	1090	MEDICAL INS - FT EMPLOYEES	-	18,441	16,830	18,780
101-40-4201	1091	DENTAL INS - FT EMPLOYEES	-	2,336	2,197	2,336
101-40-4201	1092	VISION INS - FT EMPLOYEES	-	304	284	304
101-40-4201	1097	WORKER'S COMPENSATION	-	1,968	2,304	2,693
PERSONNEL EXPENDITURES:			-	220,067	191,500	241,320

YOUTH & FAMILY INTERVENTION

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-40-4201	2190	TELEPHONE & FAX	-	-	700	700
101-40-4201	2230	PROGRAMS & ACTIVITIES	-	9,000	7,000	9,000
101-40-4201	2240	DUPLICATING SERVICE CHG	-	500	400	500
OPERATING EXPENDITURES:			-	9,500	8,100	10,200
GENERAL FUND - YOUTH & FAMILY INTERVENTION TOTAL:			-	229,567	199,600	251,520
YOUTH & FAMILY INTERVENTION TOTAL (ALL FUNDS):			-	229,567	199,600	251,520

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

ANGEL TREE

FULL TIME POSITIONS		
Position Title	FY 20-21 Budget	FY 21-22 Budget
Recreation Coordinator	8	8
SSW II	16	16
OAI	16	16
OAIII	8	8
Child Care Supervisor	8	8
Payment Specialist	24	24
TOTAL	80	80

PART TIME POSITIONS				
Position Title	FY 20-21 Budgeted Hours	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Hours	FY 21-22 Budgeted Wages
Recreation Leader III	10	258	10	258
Recreation Leader II	56	959	56	1,043
Social Services Worker I	48	1,104	48	1,104
Public Safety Officer	66	1,856	66	1,856
TOTAL	180	4,177	180	4,261

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-40-4108	1030	PART TIME WAGES	2,650	4,177	828	4,261
101-40-4108	1040	OVERTIME SALARY & WAGES	-	-	1,390	-
101-40-4108	1080	MEDICARE	38	61	27	62
PERSONNEL EXPENDITURES:			2,688	4,238	2,245	4,323
101-40-4108	2230	PROGRAMS & ACTIVITIES	10,999	7,500	6,312	7,500
OPERATING EXPENDITURES:			10,999	7,500	6,312	7,500
ANGEL TREE			13,687	11,738	8,557	11,823

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, developmentally and cognitively disabled, aquatic programs, day camps, tot programming, virtual 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

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

Budget Program: Recreation, 5101

Full Time Positions

Part Time Positions

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Director of Recreation & Park Services	1.00	1.00	164,371	149,088	Recreation Leader III	3,120	3,120	2	2	80,546	80,526
Recreation & Parks Superintendent	1.00	1.00	114,626	120,367	Recreation Leader II*	17,007	16,506	38	38	287,223	307,342
Recreation Supervisor	2.00	2.00	172,839	176,339	Recreation Leader I*	5,599	6,450	10	10	108,013	110,876
Recreation Coordinator (a)	3.00	2.00	207,281	143,591							
Office Assistant III	1.00	1.00	69,314	69,312							
Creative Coordinator (b)	0.40	0.40	35,267	37,029							
Office Assistant II	1.00	1.00	56,576	56,580							
					Recreation Unit Subtotal	25,726	26,076	50	50	475,782	498,744
(a) Recreation Coordinator transferred to 5702.					Youth Worker	3,923	2,719	50	50	50,999	38,447
(b) 60% Communications & Public Affairs					Summer Youth Worker Unit Subtotal	3,923	2,719	50	50	50,999	38,447
					*FY 21-22 Proposed hours reflect 75% of full capacity programming in response to COVID operating restrictions.						
TOTAL	9.40	8.40	820,274	752,306	TOTAL	29,649	28,795	100	100	526,781	537,191

RECREATION
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2080	Contract Services - Non-Classified: <i>Quarterly department brochure</i> <i>Summer youth employment</i> <i>General recreation programs</i> <i>Adaptive recreation programs</i> <i>Contract classes</i>	\$ 138,250 <i>85,000</i> <i>4,500</i> <i>12,750</i> <i>1,500</i> <i>34,500</i>
2111	Memberships: California Parks and Recreation Society, Southern California Municipal Athletic Federation, and National Recreation and Park Association	1,800
2170	Special Materials & Supplies: Sproul Museum and Hargitt House, program promotional items, special paper, specialized rental, general recreation programs, and special craft supplies	8,500
2230	Programs & Activities: <i>3 centers, 6 small parks, carom boards, craft supplies, paper goods, office supplies, program equipment, game supplies, family days, and block parties</i> <i>General recreation programs</i> <i>Adaptive recreation programs</i> <i>Sproul Museum and Hargitt House</i> <i>Summer youth employment</i>	52,400 <i>30,600</i> <i>8,000</i> <i>9,000</i> <i>1,800</i> <i>3,000</i>
746-2152	Vehicle Lease: Annual lease payment for (1) vehicle	6,210

RECREATION - GENERAL PROGRAMS*

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-50-5101	1020	REG SALARIES & WAGES	761,181	820,274	652,005	752,306
101-50-5101	1030	PART TIME WAGES	532,933	475,782	278,953	498,744
101-50-5101	1040	OVERTIME SALARY & WAGES	194	-	-	-
101-50-5101	1045	COMP TIME PAY	-	1,500	22,096	1,500
101-50-5101	1048	MEDICAL OPT-OUT-GEN. UNIT	14,222	10,080	18,199	17,280
101-50-5101	1049	BILINGUAL/CERTIFICATION PAY	1,964	1,950	1,957	1,950
101-50-5101	1052	AUTO ALLOWANCE	4,800	4,800	-	-
101-50-5101	1054	CELLPHONE ALLOWANCE	-	-	1,196	-
101-50-5101	1060	PAID SICK LEAVE	7,534	18,300	2,486	1,786
101-50-5101	1065	ACCRUED PAID VACATION	21,749	23,520	30,381	15,927
101-50-5101	1070	PAID SICK LEAVE ON TERMINATION	-	-	62,867	-
101-50-5101	1074	EMPLOYEES' AWARDS	-	-	628	-
101-50-5101	1075	SEVERANCE PAY	-	-	10,000	-
101-50-5101	1078	MANAGEMENT BENEFIT 401A	8,499	8,868	2,687	8,372
101-50-5101	1080	MEDICARE	19,566	21,797	15,710	19,245
101-50-5101	1081	MGMT BENEFIT/MEDICAL	15,116	15,920	9,864	29,440
101-50-5101	1083	PERS - EMPLOYER PORTION	237,262	280,818	218,834	275,274
101-50-5101	1084	UNIFORM ALLOWANCE	-	6,000	5,219	6,000
101-50-5101	1085	LIFE INSURANCE	1,480	2,659	1,281	2,915
101-50-5101	1088	LONG-TERM DISABILITY INSURANCE	6,697	8,284	5,013	7,598
101-50-5101	1090	MEDICAL INS - FT EMPLOYEES	75,061	82,814	65,021	52,640
101-50-5101	1090M	MEDICAL INS - MANAGEMENT	-	-	6,724	8,360

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RECREATION - GENERAL PROGRAMS*

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-50-5101	1091	DENTAL INS - FT EMPLOYEES	7,258	8,176	6,157	5,840
101-50-5101	1092	VISION INS - FT EMPLOYEES	2,052	1,488	1,681	972
101-50-5101	1093	MEDICAL INS - PT EMPLOYEES	12,568	12,060	11,167	16,080
101-50-5101	1094	DENTAL INS - PT EMPLOYEES	3,900	9,229	2,777	9,229
101-50-5101	1095	MEDICAL INS - RETIREES	49,665	54,400	66,407	67,000
101-50-5101	1096	UNEMPLOYMENT INSURANCE	62,082	35,000	149,441	35,000
101-50-5101	1097	WORKER'S COMPENSATION	104,388	168,780	171,552	218,791
101-50-5101	1100	ACA AFFORDABILITY STIPEND	365	480	62	480
101-50-5101	1999	ALLOCATED PAYROLL	(17,813)	(38,360)	(38,360)	-
PERSONNEL EXPENDITURES:			1,950,534	2,072,979	1,820,364	2,052,730

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RECREATION - GENERAL PROGRAMS*

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-50-5101	2057	PROMOTIONAL ADVERTISING	5,912	10,000	4,500	7,500
101-50-5101	2080	CONTRACT SVC/NON-CLASS	3,602	8,000	8,000	9,000
101-50-5101	2100	UTILITIES	2,232	2,200	2,200	2,200
101-50-5101	2110	CONFERENCES & MEETINGS	6,611	3,000	3,000	6,000
101-50-5101	2111	MEMBERSHIPS	2,230	1,800	1,800	1,800
101-50-5101	2130	OFFICE EQPT MTCE	1,378	1,400	3,100	3,400
101-50-5101	2140	OFFICE SUPPLIES	10,072	9,000	11,000	15,000
101-50-5101	2141	POSTAGE	894	1,500	1,000	2,250
101-50-5101	2170	SPECIAL MAT'LS-SUPPLIES	1,052	7,500	5,000	8,500
101-50-5101	2190	TELEPHONE & FAX	5,453	17,800	6,500	17,800
101-50-5101	2220	VEHICLE MTCE & SUPPLIES	22,412	23,100	11,944	24,260
101-50-5101	2225	VEHICLE MTCE - LEASED VEH	-	350	529	577
101-50-5101	2230	PROGRAMS & ACTIVITIES	1,866	10,000	8,000	8,000
101-50-5101	2240	DUPLICATING SERVICE CHG	3,552	10,000	2,000	8,000
101-50-5101	2250	TRAINING EXPENSE	945	4,000	4,000	4,000
101-50-5101	2490	ACTIVE NET PROCESSING FEES	27,993	33,000	9,278	33,000
OPERATING EXPENDITURES:			96,204	142,650	81,851	151,287

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RECREATION - GENERAL PROGRAMS*

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-50-5101	3860	C/O-OFFICE EQUIPMENT	7,849	-	-	-
CAPITAL OUTLAY EXPENDITURES:			7,849	-	-	-
GENERAL FUND - RECREATION ADMIN TOTAL:			2,036,775	2,177,269	1,863,855	2,204,017
<u>COMMUNITY SERVICES MARKETING:</u>						
101-50-5102	2080	CONTRACT SVC/NON-CLASS	57,346	30,000	30,000	85,000
GENERAL FUND - COMM. SVC/MARKETING TOTAL:			57,346	30,000	30,000	85,000

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RECREATION - GENERAL PROGRAMS*

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
<u>SPROUL MUSEUM/HARGITT HOUSE:</u>						
101-50-5103	1030	PART TIME WAGES	-	-	-	-
101-50-5103	2100	UTILITIES	5,895	4,400	6,500	6,500
101-50-5103	2170	SPECIAL MAT'LS-SUPPLIES	410	1,000	1,000	800
101-50-5103	2230	PROGRAMS & ACTIVITIES	1,930	2,000	500	1,800
GENERAL FUND - SPROUL MUSEUM/HARGITT HOUSE TOTAL:			8,235	7,400	8,000	9,100
<u>SUMMER YOUTH EMPLOYMENT:</u>						
101-50-5106	1030	PART TIME WAGES	79,434	50,999	-	38,447
101-50-5106	1080	MEDICARE	1,152	739	-	557
101-50-5106	2080	CONTRACT SVC/NON-CLASS	6,692	4,000	-	4,500
101-50-5106	2230	PROGRAMS & ACTIVITIES	2,454	3,000	-	3,000
GENERAL FUND - SUMMER YOUTH EMPLOYMENT TOTAL:			89,732	58,738	-	46,504

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RECREATION - GENERAL PROGRAMS*

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
<u>GENERAL RECREATION PROGRAMS:</u>						
101-50-5204	2080	CONTRACT SVC/NON-CLASS	2,620	5,000	5,000	3,750
101-50-5204	2170	SPECIAL MAT'LS-SUPPLIES	40	1,000	500	750
101-50-5204	2230	PROGRAMS & ACTIVITIES	16,599	40,800	35,000	30,600
GENERAL FUND - GENERAL RECREATION PROGRAM TOTAL:			19,259	46,800	40,500	35,100
<u>ADAPTIVE RECREATION:</u>						
101-50-5206	2080	CONTRACT SVC/NON-CLASS	1,067	2,000	500	1,500
101-50-5206	2230	PROGRAMS & ACTIVITIES	10,743	12,000	5,000	9,000
GENERAL FUND - ADAPTIVE RECREATION TOTAL:			11,811	14,000	5,500	10,500

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RECREATION - GENERAL PROGRAMS*

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
<u>CONTRACT CLASSES:</u>						
101-50-5210	2080	CONTRACT SVC/NON-CLASS	41,357	46,000	10,000	34,500
GENERAL FUND - CONTRACT CLASSES TOTAL:			41,357	46,000	10,000	34,500
GENERAL FUND - RECREATION SERVICES TOTAL:			2,264,514	2,380,207	1,957,855	2,424,721
226-50-5199	2080	CONTRACT SERVICES	-	37,000	37,153	-
RECREATION GRANT FUND - TOTAL:			-	37,000	37,153	-
745-50-5101	3860	C/O-OFFICE EQUIPMENT	3,318	-	-	-
EQUIPMENT REPLACEMENT FUND - RECREATION TOTAL:			3,318	-	-	-

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RECREATION - GENERAL PROGRAMS*

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
746-50-5101	2152	VEHICLE LEASE	-	6,100	5,692	6,210
746-50-5101	3820	C/O-AUTOMOTIVE EQUIPMENT	32,639	-	-	-
VEHICLE & EQUIPMENT REPLACEMENT FUND - RECREATION TOTAL:			32,639	6,100	5,692	6,210
RECREATION SERVICE TOTAL (ALL FUNDS):			2,300,472	2,423,307	2,000,700	2,430,931

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ALL CITY BAND
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2080	Contract Services - Non-Classified: <i>All City Youth Band Director</i> <i>Drill Team Advisor</i> <i>Tall Flags Advisor</i>	\$ 18,500 12,500 3,000 3,000
2230	Programs & Activities: Music sheets, bus rental fees, instrument repairs, uniform cleaning, cleaning and repairs, supplies for performances, and refreshments	2,700

ALL CITY BAND*

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-50-5202	2080	CONTRACT SVC/NON-CLASS	28,750	-	-	18,500
101-50-5202	2222	VEHICLE REFURBISHMENT	10,363	-	-	-
101-50-5202	2230	PROGRAMS & ACTIVITIES	5,378	-	-	2,700
OPERATING EXPENDITURES:			44,491	-	-	21,200
GENERAL FUND - ALL CITY BAND TOTAL:			44,491	-	-	21,200

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Budget Program: Aquatics, 5203

Full Time Positions

Part Time Positions

Position Title	FY 20-21	FY 21-22	FY 20-21	FY 21-22	Position Title	FY 20-21	FY 21-22	FY 20-21	FY 21-22	FY 20-21	FY 21-22		
	Adopted Allocation	Proposed Allocation	Budgeted Salary	Budgeted Salary		Adopted Hours	Proposed Hours	Number of PT Positions	Number of PT Positions	Budgeted Wages	Budgeted Wages		
					Senior Lifeguard*	1,464	2,294	5	5	28,920	48,794		
					Instructor Guard*	4,519	7,264	15	15	80,211	138,888		
					Lifeguard*	2,516	4,072	10	10	43,482	75,821		
					Recreation Leader II*	1,957	3,223	10	10	33,821	60,013		
					*FY 21-22 Proposed hours reflect 75% of full capacity programming in response to COVID operating restrictions.								
TOTAL	-	-	-	-	TOTAL	10,456	16,853	40	40	186,434	323,516		

AQUATICS
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2080	Contract Services - Non-Classified: Contract class instructors at the Aquatic Pavilion, timers for swim meets	\$ 3,000
2170	Special Materials & Supplies: Kickboards, umbrellas, swim lesson certificates, pool flyers, training equipment, and teaching equipment	10,000
2230	Programs & Activities: Swim classes and special events	10,000

AQUATICS*

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-50-5203	1030	PART TIME WAGES	228,472	186,434	40,000	323,516
101-50-5203	1080	MEDICARE	3,316	2,703	580	4,691
101-50-5203	1999	ALLOCATED PAYROLL	(9,812)	-	-	-
PERSONNEL EXPENDITURES:			221,976	189,137	40,580	328,207
101-50-5203	2080	CONTRACT SVC/NON-CLASS	-	1,500	1,000	3,000
101-50-5203	2100	UTILITIES	82,280	101,800	96,400	109,800
101-50-5203	2140	OFFICE SUPPLIES	-	1,000	500	1,500
101-50-5203	2170	SPECIAL MAT'LS-SUPPLIES	5,959	4,000	2,000	10,000
101-50-5203	2190	TELEPHONE & FAX	1,133	2,000	800	2,000
101-50-5203	2230	PROGRAMS & ACTIVITIES	9,728	4,000	2,000	10,000
OPERATING EXPENDITURES:			99,100	114,300	102,700	136,300
GENERAL FUND - AQUATICS TOTAL:			321,076	303,437	143,280	464,507
AQUATICS TOTAL (ALL FUNDS):			321,076	303,437	143,280	464,507

*FY 21-22 Proposed budget reflects 75% of full capacity programming in response to COVID operating restrictions.

Budget Program: Norwalk Arts & Sports Complex, 5702

Full Time Positions

Part Time Positions

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Recreation Supervisor	2.00	2.00	176,334	176,339	Recreation Leader III	6,760	6,760	4	4	174,516	174,473
Recreation Coordinator (a)	1.00	2.00	71,799	140,457	Recreation Leader II*	10,196	10,647	13	13	184,124	198,248
Office Assistant III	1.00	1.00	63,913	67,112	Boxing Trainer*	1,080	1,560	2	2	21,043	30,408
(a) Recreation Coordinator transferred from 5101					NASC Unit Subtotal	18,036	18,967	19	19	379,683	403,129
					Recreation Leader II	4,896	3,642	4	4	84,621	67,823
					Cultural Arts Center Subtotal	4,896	3,642	4	4	84,621	67,823
					*FY 21-22 Proposed hours reflect 75% of full capacity programming in response to COVID operating restrictions.						
TOTAL	4.00	5.00	312,046	383,908	TOTAL	22,932	22,609	23	23	464,304	470,952

NORWALK ARTS & SPORTS COMPLEX
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2080	Contract Services - Non-Classified: Contract class instructors at the NASC	\$ 23,250
2170	Special Materials & Supplies: Sign holders, easels, microphone, coffee pots, and art supplies for advertising and marketing	9,000
2230	Programs & Activities: Contract classes, room reservations, programs and activities in Sports Center, Meeting Center, and Art Center. Cultural Art Center supplies for their art classes, art gallery shows, and children activities	7,500
906-5207	Programs & Activities: Boxing Program	4,500

NORWALK ARTS & SPORTS COMPLEX*

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-50-5702	1020	REG SALARIES & WAGES	293,756	312,046	309,452	383,908
101-50-5702	1030	PART TIME WAGES	311,024	379,683	152,497	403,129
101-50-5702	1048	MEDICAL OPT-OUT-GEN. UNIT	5,968	7,200	7,510	7,200
101-50-5702	1049	BILINGUAL/CERTIFICATION PAY	1,966	650	1,957	1,950
101-50-5702	1065	ACCRUED PAID VACATION	8,390	7,110	-	-
101-50-5702	1054	CELLPHONE ALLOWANCE	-	-	663	-
101-50-5702	1060	PAID SICK LEAVE	-	-	2,162	-
101-50-5702	1080	MEDICARE	8,830	11,417	6,876	11,545
101-50-5702	1083	PERS - EMPLOYER PORTION	91,770	106,828	104,091	140,476
101-50-5702	1085	LIFE INSURANCE	995	1,210	1,029	1,488
101-50-5702	1088	LONG-TERM DISABILITY INSURANCE	2,303	3,152	2,379	3,877
101-50-5702	1090	MEDICAL INS - FT EMPLOYEES	39,450	42,966	42,285	53,932
101-50-5702	1091	DENTAL INS - FT EMPLOYEES	3,484	3,504	3,502	4,672
101-50-5702	1092	VISION INS - FT EMPLOYEES	932	456	722	608
101-50-5702	1093	MEDICAL INS - PT EMPLOYEES	7,616	16,080	8,933	12,060
101-50-5702	1094	DENTAL INS - PT EMPLOYEES	4,766	6,592	2,075	3,955
101-50-5702	1097	WORKER'S COMPENSATION	4,200	4,520	4,596	6,732
101-50-5702	1100	ACA AFFORDABILITY STIPEND	215	240	34	240
101-50-5702	1999	ALLOCATED PAYROLL	(4,610)	(23,716)	(23,716)	-
PERSONNEL EXPENDITURES:			781,054	879,939	627,046	1,035,772

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NORWALK ARTS & SPORTS COMPLEX*

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-50-5702	2080	CONTRACT SVC/NON-CLASS	21,620	31,000	10,000	23,250
101-50-5702	2100	UTILITIES	127,450	153,500	117,100	186,000
101-50-5702	2140	OFFICE SUPPLIES	3,084	5,500	2,000	4,000
101-50-5702	2170	SPECIAL MAT'LS-SUPPLIES	9,612	10,000	4,000	9,000
101-50-5702	2190	TELEPHONE & FAX	3,805	3,800	3,900	3,900
101-50-5702	2230	PROGRAMS & ACTIVITIES	10,044	7,500	6,000	7,500
OPERATING EXPENDITURES:			175,616	211,300	143,000	233,650
101-50-5702	3860	C/O-OFFICE EQUIPMENT	-	1,800	2,113	-
101-50-5702	3870	C/O-FURNITURE & FIXTURE	16,529	-	-	-
101-50-5702	3880	MISCELLANEOUS OTHER	5,389	-	-	-
CAPITAL OUTLAY EXPENDITURES:			21,918	1,800	2,113	-
<u>BOXING PROGRAM:</u>						
101-50-5207	2080	CONTRACT SVC/NON-CLASS	-	900	-	676
GENERAL FUND - BOXING PROGRAM TOTAL:			-	900	-	676

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CULTURAL ARTS CENTER

ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2080	Contract Services - Non-Classified: Contract class instructors and special interest instructors/programs at the CAC - Puppet Shows, Mad Scientist, etc.	\$ 1,500
2170	Special Materials & Supplies: Sign holders, easels, and art supplies	3,500
2230	Programs & Activities: Contract classes, room reservations, gallery shows, and children activities	10,125

NORWALK ARTS & SPORTS COMPLEX*

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
<u>CULTURAL ARTS:</u>						
101-50-5732	1030	PART TIME WAGES	68,089	84,621	21,150	67,823
101-50-5732	1035	CONTRACT EMPLOYEES	5,565	-	-	-
101-50-5732	1080	MEDICARE	1,078	1,227	1,227	983
101-50-5732	1093	MEDICAL INS - PT EMPLOYEES	854	-	-	-
101-50-5732	1100	ACA AFFORDABILITY STIPEND	111	-	-	-
PERSONNEL EXPENDITURES:			75,698	85,848	22,377	68,806
101-50-5732	2080	CONTRACT SVC/NON-CLASS	575	1,500	500	1,500
101-50-5732	2100	UTILITIES	3,462	3,900	3,300	3,900
101-50-5732	2140	OFFICE SUPPLIES	1,175	2,000	1,500	2,000
101-50-5732	2170	SPECIAL MAT'LS-SUPPLIES	3,681	3,500	1,500	3,500
101-50-5732	2190	TELEPHONE & FAX	761	800	800	800
101-50-5732	2230	PROGRAMS & ACTIVITIES	11,269	11,000	9,000	10,125
OPERATING EXPENDITURES:			20,924	22,700	16,600	21,825
GENERAL FUND - CULTURAL ARTS TOTAL:			96,622	108,548	38,977	90,631
GENERAL FUND - NORWALK ARTS & SPORTS COMPLEX TOTAL:			1,075,209	1,202,487	811,136	1,360,730

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NORWALK ARTS & SPORTS COMPLEX*

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
906-00-0212	2230	PROGRAMS & ACTIVITIES	-	4,500	-	4,500
		5207 - BOXING DONATION ACCOUNT - RECREATION TOTAL:	-	4,500	-	4,500
		NORWALK ARTS & SPORTS COMPLEX TOTAL (ALL FUNDS):	1,075,209	1,206,987	811,136	1,365,230

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**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

FULL TIME POSITIONS			
Position Title	Hours	FY 19-20 Budget	FY 20-21 Budget
TOTAL	-	-	-

**RECAP
ALL SPECIAL PROGRAMS**

PART TIME POSITIONS					
Position Title	FY 20-21 Positions	FY 20-21 Adopted Hours	FY 21-22 Positions	FY 21-22 Adopted Hours	FY 21-22 Budgeted Wages
Recreation Leader II	47	7,269	47	13,814	257,216
TOTAL	47	7,269	47	13,814	257,216

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 20-21 ESTIMATED ACTUAL	FY 21-22 ADOPTED BUDGET
	1030	PART TIME WAGES	198,752	159,736	124,377	40,737	257,216
	1080	MEDICARE	2,880	2,315	1,803	591	3,730
	1093	MEDICAL-PT	50	14	-	-	-
	1100	ACA AFFORDABILITY STIPEND	7	1	-	-	-
		PERSONNEL EXPENDITURES:	201,689	162,065	126,180	41,328	260,946
	2080	CONTRACT SVC/NON-CLASS	30,527	21,854	10,650	13,225	26,620
	2170	SPECIAL MAT'LS-SUPPLIES	4,085	2,150	3,200	3,775	7,500
	2230	PROGRAMS & ACTIVITIES	61,990	45,818	28,700	46,840	68,000
		OPERATING EXPENDITURES:	96,602	69,822	42,550	63,840	102,120
	3880	MISCELLANEOUS OTHER	563	-	-	-	-
		CAPITAL OUTLAY EXPENDITURES:	563	-	-	-	-
		RECAP	298,854	231,887	168,730	105,168	363,066
101-50-0000		REVENUES GENERATED BY ALL SPECIAL PROGR	89,100	64,000	38,160	6,050	99,250
		NET PROGRAM (COST)/REVENUES	(207,967)	(164,852)	(126,058)	(94,856)	(263,816)

RECREATION BUDGET: SPECIAL PROGRAMS RECAP		ADULT SPORTS 5402	YOUTH SPORTS 5502	DAY CAMP 5504	TOT PROGRAMS 5505
ACCOUNT	DESCRIPTION	FY 21-22 ADOPTED BUDGET	FY 21-22 ADOPTED BUDGET	FY 21-22 ADOPTED BUDGET	FY 21-22 ADOPTED BUDGET
1030	PART TIME WAGES	25,472	65,170	44,446	53,626
1080	MEDICARE	369	945	644	778
PERSONNEL EXPENDITURES:		25,841	66,115	45,090	54,404
2080	CONTRACT SVC/NON-CLASS	2,500	-	13,200	500
2170	SPECIAL MAT'LS-SUPPLIES	2,500	-	3,500	-
2230	PROGRAMS & ACTIVITIES	4,000	29,000	7,600	5,000
OPERATING EXPENDITURES:		9,000	29,000	24,300	5,500
TOTAL SPECIAL PROGRAMS EXPENSES:		34,841	95,115	69,390	59,904
PROGRAM REVENUES:		6,000	40,000	30,000	18,000
NET PROGRAM (COST) / REVENUE:		(28,841)	(55,115)	(39,390)	(41,904)

RECREATION BUDGET: SPECIAL PROGRAMS RECAP		TEEN ALLIANCE 5506	YOUTH MARIACHI 5508	SUMMER LUNCHES 5509	BEACH BUS 5617	TOTAL SPECIAL PROGRAMS
ACCOUNT	DESCRIPTION	FY 21-22 ADOPTED BUDGET	FY 21-22 ADOPTED BUDGET	FY 21-22 ADOPTED BUDGET	FY 21-22 ADOPTED BUDGET	FY 21-22 ADOPTED BUDGET
1030	PART TIME WAGES	54,277	4,096	7,448	2,681	257,216
1080	MEDICARE	787	59	108	39	3,730
PERSONNEL EXPENDITURES:		55,064	4,155	7,556	2,720	260,946
2080	CONTRACT SVC/NON-CLASS	1,800	8,620	-	-	26,620
2170	SPECIAL MAT'LS-SUPPLIES	1,000	500	-	-	7,500
2230	PROGRAMS & ACTIVITIES	13,000	1,000	400	8,000	68,000
OPERATING EXPENDITURES:		15,800	10,120	400	8,000	102,120
TOTAL SPECIAL PROGRAMS EXPENSES:		70,864	14,275	7,956	10,720	363,066
PROGRAM REVENUES:		-	3,750	-	1,500	99,250
NET PROGRAM (COST) / REVENUE:		(70,864)	(10,525)	(7,956)	(9,220)	(263,816)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

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

FULL TIME POSITIONS			
Position Title	Hours	FY 20-21 Budget	FY 21-22 Budget
TOTAL	-	-	-

PART TIME POSITIONS					
Position Title	FY 20-21 Positions	FY 20-21 Adopted Hours	FY 21-22 Positions	FY 21-22 Adopted Hours	FY 21-22 Budgeted Wages
Recreation Leader II	9	684	9	1,368	25,472
TOTAL	9	684	9	1,368	25,472

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 20-21 ESTIMATED ACTUAL	FY 21-22 ADOPTED BUDGET
101-50-5402	1030	PART TIME WAGES	7,611	4,390	11,821	-	25,472
101-50-5402	1080	MEDICARE	110	64	171	-	369
PERSONNEL EXPENDITURES:			7,720	4,453	11,991	-	25,840
101-50-5402	2080	CONTRACT SVC/NON-CLASS	-	560	700	1,875	2,500
101-50-5402	2170	SPECIAL MAT'LS-SUPPLIES	23	222	700	1,875	2,500
101-50-5402	2230	PROGRAMS & ACTIVITIES	3,596	3,135	1,000	3,140	4,000
OPERATING EXPENDITURES:			3,619	3,917	2,400	6,890	9,000
ADULT SPORTS PROGRAMS			11,340	8,371	14,392	6,890	34,841
101-50-0000	4553	REVENUES GENERATED BY THE PROGRAM	10,000	-	60	100	6,000
NET PROGRAM (COST)/REVENUES			(1,340)	(8,371)	(14,332)	(6,790)	(28,841)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

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

FULL TIME POSITIONS			
Position Title	Hours	FY 19-20 Budget	FY 20-21 Budget
TOTAL	-	-	-

PART TIME POSITIONS					
Position Title	FY 20-21 Positions	FY 20-21 Adopted Hours	FY 21-22 Positions	FY 21-22 Adopted Hours	FY 21-22 Budgeted Wages
Recreation Leader II	10	1,750	10	3,500	65,170
TOTAL	10	1,750	10	3,500	65,170

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 20-21 ESTIMATED ACTUAL	FY 21-22 ADOPTED BUDGET
101-50-5502	1030	PART TIME WAGES	61,947	43,854	30,243	7,560	65,170
101-50-5502	1080	MEDICARE	898	636	439	110	945
		PERSONNEL EXPENDITURES:	62,846	44,491	30,683	7,671	66,116
101-50-5502	2170	SPECIAL MAT'LS-SUPPLIES	481	-	-	-	-
101-50-5502	2230	PROGRAMS & ACTIVITIES	29,142	19,961	10,000	20,000	29,000
		OPERATING EXPENDITURES:	29,623	19,961	10,000	20,000	29,000
101-50-5502	3880	MISCELLANEOUS OTHER	563	-	-	-	-
		CAPITAL OUTLAY EXPENDITURES:	563	-	-	-	-
		YOUTH SPORTS PROGRAMS	93,031	64,451	40,682	27,670	95,115
101-50-0000	4565	REVENUES GENERATED BY THE PROGRAM	-	64,000	33,000	200	40,000
		NET PROGRAM (COST)/REVENUES	(93,031)	(451)	(7,682)	(27,470)	(55,115)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**DAY CAMP
101-50-5504**

FULL TIME POSITIONS			
Position Title	Hours	FY 19-20 Budget	FY 20-21 Budget
TOTAL	-	-	-

PART TIME POSITIONS					
Position Title	FY 20-21 Positions	FY 20-21 Adopted Hours	FY 21-22 Positions	FY 21-22 Adopted Hours	FY 21-22 Budgeted Wages
Recreation Leader II	6	1,193	6	2,387	44,446
TOTAL	6	1,193	6	2,387	44,446

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 20-21 ESTIMATED ACTUAL	FY 21-22 ADOPTED BUDGET
101-50-5504	1030	PART TIME WAGES	31,068	18,553	20,617	5,200	44,446
101-50-5504	1080	MEDICARE	450	269	299	75	644
PERSONNEL EXPENDITURES:			31,518	18,823	20,916	5,275	45,090
101-50-5504	2080	CONTRACT SVC/NON-CLASS	13,178	9,934	6,600	9,950	13,200
101-50-5504	2170	SPECIAL MAT'LS-SUPPLIES	3,107	1,374	1,750	1,400	3,500
101-50-5504	2230	PROGRAMS & ACTIVITIES	8,124	4,486	3,800	4,500	7,600
OPERATING EXPENDITURES:			24,409	15,794	12,150	15,850	24,300
DAY CAMP			55,927	34,616	33,066	21,125	69,390
101-50-0000	4555	REVENUES GENERATED BY THE PROGRAM	48,000	-	2,250	2,250	30,000
NET PROGRAM (COST)/REVENUES			(7,927)	(34,616)	(30,816)	(18,875)	(39,390)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**TOT PROGRAMS
101-50-5505**

FULL TIME POSITIONS			
Position Title	Hours	FY 19-20 Budget	FY 20-21 Budget
TOTAL	-	-	-

PART TIME POSITIONS					
Position Title	FY 20-21 Positions	FY 20-21 Adopted Hours	FY 21-22 Positions	FY 21-22 Adopted Hours	FY 21-22 Budgeted Wages
Recreation Leader II	5	1,440	5	2,880	53,626
TOTAL	5	1,440	5	2,880	53,626

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 20-21 ESTIMATED ACTUAL	FY 21-22 ADOPTED BUDGET
101-50-5505	1030	PART TIME WAGES	45,139	41,486	24,886	6,250	53,626
101-50-5505	1080	MEDICARE	654	602	361	91	778
PERSONNEL EXPENDITURES:			45,793	42,087	25,247	6,341	54,404
101-50-5505	2080	CONTRACT SVC/NON-CLASS	480	-	250	500	500
101-50-5505	2230	PROGRAMS & ACTIVITIES	2,889	3,553	2,500	4,000	5,000
OPERATING EXPENDITURES:			3,369	3,553	2,750	4,500	5,500
TOT PROGRAMS			49,162	45,641	27,997	10,841	59,904
101-50-0000	4557	REVENUES GENERATED BY THE PROGRAM	25,000	-	2,100	2,500	18,000
NET PROGRAM (COST)/REVENUES			(24,162)	(45,641)	(25,897)	(8,341)	(41,904)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

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

FULL TIME POSITIONS			
Position Title	Hours	FY 19-20 Budget	FY 20-21 Budget
TOTAL	-	-	-

PART TIME POSITIONS					
Position Title	FY 20-21 Positions	FY 20-21 Adopted Hours	FY 21-22 Positions	FY 21-22 Adopted Hours	FY 21-22 Budgeted Wages
Recreation Leader II	5	1,458	5	2,915	54,277
TOTAL	5	1,458	5	2,915	54,277

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 20-21 ESTIMATED ACTUAL	FY 21-22 ADOPTED BUDGET
101-50-5506	1030	PART TIME WAGES	37,561	40,766	25,197	13,570	54,277
101-50-5506	1080	MEDICARE	544	591	365	197	787
101-50-5506	1093	MEDICAL / DENTAL PT	50	14	-	-	-
101-50-5506	1100	ACA AFFORDABILITY STIPEND	7	1	-	-	-
PERSONNEL EXPENDITURES:			38,162	41,371	25,562	13,767	55,064
101-50-5506	2080	CONTRACT SVC/NON-CLASS	964	-	900	900	1,800
101-50-5506	2170	SPECIAL MAT'LS-SUPPLIES	474	554	500	500	1,000
101-50-5506	2230	PROGRAMS & ACTIVITIES	13,124	10,912	6,500	11,000	13,000
OPERATING EXPENDITURES:			14,562	11,465	7,900	12,400	15,800
TEEN ALLIANCE PROGRAM			52,724	52,836	33,462	26,167	70,864
101-50-0000	REVENUES GENERATED BY THE PROGRAM		-	-	-	-	-
NET PROGRAM (COST)/REVENUES			(52,724)	(52,836)	(33,462)	(26,167)	(70,864)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

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

FULL TIME POSITIONS			
Position Title	Hours	FY 19-20 Budget	FY 20-21 Budget
TOTAL	-	-	-

PART TIME POSITIONS					
Position Title	FY 20-21 Positions	FY 20-21 Adopted Hours	FY 21-22 Positions	FY 21-22 Adopted Hours	FY 21-22 Budgeted Wages
Recreation Leader II	2	200	2	220	4,096
TOTAL	2	200	2	220	4096

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 20-21 ESTIMATED ACTUAL	FY 21-22 ADOPTED BUDGET
101-50-5508	1030	PART TIME WAGES	6,148	6,092	3,456	-	4,096
101-50-5508	1080	MEDICARE	89	88	50	-	59
		PERSONNEL EXPENDITURES:	6,237	6,180	3,506	-	4,155
101-50-5508	2080	CONTRACT SVC/NON-CLASS	15,905	11,360	2,200	-	8,620
101-50-5508	2170	SPECIAL MAT'LS-SUPPLIES	-	-	250	-	500
101-50-5508	2230	PROGRAMS & ACTIVITIES	2,005	736	500	-	1,000
		OPERATING EXPENDITURES:	17,910	12,096	2,950	-	10,120
		YOUTH MARIACHI PROGRAM	24,147	18,276	6,456	-	14,275
101-50-5508	4552	REVENUES GENERATED BY THE PROGRAM	5,100	-	-	-	3,750
		NET PROGRAM (COST)/REVENUES	(19,047)	(18,276)	(6,456)	-	(10,525)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**SUMMER LUNCHES
101-50-5509**

FULL TIME POSITIONS			
Position Title	Hours	FY 19-20 Budget	FY 20-21 Budget
TOTAL	-	-	-

PART TIME POSITIONS					
Position Title	FY 20-21 Positions	FY 20-21 Adopted Hours	FY 21-22 Positions	FY 21-22 Adopted Hours	FY 21-22 Budgeted Wages
Recreation Leader II	2	400	2	400	7,448
TOTAL	2	400	2	400	7,448

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 20-21 ESTIMATED ACTUAL	FY 21-22 ADOPTED BUDGET
101-50-5509	1030	PART TIME WAGES	9,278	4,595	6,913	6,913	7,448
101-50-5509	1080	MEDICARE	135	67	100	100	108
PERSONNEL EXPENDITURES:			9,413	4,661	7,013	7,013	7,556
101-50-5509	2230	PROGRAMS & ACTIVITIES	323	-	400	200	400
OPERATING EXPENDITURES:			323	-	400	200	400
SUMMER LUNCHES			9,736	4,661	7,413	7,213	7,956
101-50-0000	REVENUES GENERATED BY THE PROGRAM		-	-	-	-	-
NET PROGRAM (COST)/REVENUES			(9,736)	(4,661)	(7,413)	(7,213)	(7,956)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**BEACH BUS
101-50-5617**

FULL TIME POSITIONS			
Position Title	Hours	FY 19-20 Budget	FY 20-21 Budget
TOTAL	-	-	-

PART TIME POSITIONS					
Position Title	FY 20-21 Positions	FY 20-21 Adopted Hours	FY 21-22 Positions	FY 21-22 Adopted Hours	FY 21-22 Budgeted Wages
Recreation Leader II	8	144	8	144	2,681
TOTAL	8	144	8	144	2,681

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 20-21 ESTIMATED ACTUAL	FY 21-22 ADOPTED BUDGET
101-50-5617	1030	PART TIME WAGES	-	-	1,244	1,244	2,681
101-50-5617	1080	MEDICARE	-	-	18	18	39
PERSONNEL EXPENDITURES:			-	-	1,262	1,262	2,720
101-50-5617	2230	PROGRAMS & ACTIVITIES	2,787	3,035	4,000	4,000	8,000
OPERATING EXPENDITURES:			2,787	3,035	4,000	4,000	8,000
BEACH BUS			2,787	3,035	5,262	5,262	10,720
101-50-0000	4690	REVENUES GENERATED BY THE PROGRAM	1,000		750	1,000	1,500
NET PROGRAM (COST)/REVENUES			(1,787)	(3,035)	(4,512)	(4,262)	(9,220)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**RECAP
ALL SPECIAL EVENTS**

FULL TIME POSITIONS				PART TIME POSITIONS					
Position Title	Hours	FY 19-20 Budget	FY 20-21 Budget	Position Title	FY 20-21 Positions	FY 20-21 Adopted Hours	FY 21-22 Positions	FY 21-22 Adopted Hours	FY 21-22 Budgeted Wages
Recreation Supervisor	172	-	-	Public Safety Officer I	36	213	39	505	14,197
Recreation Coordinator	194	-	-	Recreation Leader II	162	742	144	1,632	30,389
Maint Supervisor	83	-	-						
Maint Worker III	160	-	-						
Maint Worker II	285	-	-						
Maint Worker I	149	-	-						
TOTAL	1,043	-	-	TOTAL	198	955	183	2,137	44,586

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 20-21 ESTIMATED ACTUAL	FY 21-22 ADOPTED BUDGET
	1020	SALARIES & WAGES	-	-	-	92	-
	1030	PART TIME WAGES	32,384	23,893	18,812	2,143	44,586
	1040	OVERTIME SALARY & WAGES	34,475	29,855	16,834	7,897	26,442
	1049	BI-LINGUAL/CERTIFICATION PAY	-	-	-	2	-
	1080	MEDICARE	917	730	273	109	646
	1083	PERS - EMPLOYER PORTION	-	-	-	31	-
	1088	LONG-TERM DISABILITY INSURANCE	-	-	-	1	-
	1090	MEDICAL INS - FT EMPLOYEES	-	-	-	17	-
	1091	DENTAL INS - FT EMPLOYEES	-	-	-	2	-
	1093	MEDICAL PT	213	304	50	50	50
	1100	ACA AFFORDABILITY STIPEND	11	-	-	-	-
		PERSONNEL EXPENDITURES:	68,000	54,782	35,968	10,344	71,724
	2080	CONTRACT SVC/NON-CLASS	51,650	27,490	23,500	36,000	42,000
	2230	PROGRAMS & ACTIVITIES	143,631	120,405	66,675	69,938	102,000
		OPERATING EXPENDITURES:	195,281	147,895	90,175	105,938	144,000
		RECAP	263,281	202,677	126,143	116,282	215,724
101-50-0000		REVENUES GENERATED BY THE PROGRAM	16,000	-	-	-	-
		NET PROGRAM (COST)/REVENUES	(247,281)	(202,677)	(126,143)	(116,282)	(215,724)

RECREATION BUDGET: SPECIAL EVENTS RECAP		EASTER EGG HUNT 5602	INDEPENDENCE DAY 5604	SUMMER CONCERTS 5605
ACCOUNT	DESCRIPTION	FY 21-22 ADOPTED BUDGET	FY 21-22 ADOPTED BUDGET	FY 21-22 ADOPTED BUDGET
1030	PART TIME WAGES	3,260	3,177	4,328
1040	OVERTIME SALARY & WAGES	2,300	4,250	4,590
1080	MEDICARE	47	46	63
1093	MEDICAL-PT	-	-	50
PERSONNEL EXPENDITURES:		5,607	7,473	9,031
2080	CONTRACT SVC/NON-CLASS	-	15,000	25,000
2230	PROGRAMS & ACTIVITIES	14,000	15,700	5,500
OPERATING EXPENDITURES:		14,000	30,700	30,500
TOTAL SPECIAL PROGRAMS EXPENSES:		19,607	38,173	39,531
PROGRAM REVENUES:		-	-	-
NET PROGRAM (COST) / REVENUE:		(19,607)	(38,173)	(39,531)

RECREATION BUDGET: SPECIAL EVENTS RECAP		HALLOWEEN PARADE 5606	HALLOWEEN FESTIVAL 5607	SANTA SLEIGH 5608
ACCOUNT	DESCRIPTION	FY 21-22 ADOPTED BUDGET	FY 21-22 ADOPTED BUDGET	FY 21-22 ADOPTED BUDGET
1030	PART TIME WAGES	8,766	7,042	7,055
1040	OVERTIME SALARY & WAGES	8,713	1,339	-
1080	MEDICARE	127	102	102
1093	MEDICAL-PT	-	-	-
PERSONNEL EXPENDITURES:		17,606	8,483	7,157
2080	CONTRACT SVC/NON-CLASS	-	-	-
2230	PROGRAMS & ACTIVITIES	6,500	12,750	11,000
OPERATING EXPENDITURES:		6,500	12,750	11,000
TOTAL SPECIAL PROGRAMS EXPENSES:		24,106	21,233	18,157
PROGRAM REVENUES:		-	-	-
NET PROGRAM (COST) / REVENUE:		(24,106)	(21,233)	(18,157)

RECREATION BUDGET: SPECIAL EVENTS RECAP		SANTA SLEIGH- BREAKFAST 5612	SNOWFEST TREE LIGHTING 5609	ARTASTIC 5614
ACCOUNT	DESCRIPTION	FY 21-22 ADOPTED BUDGET	FY 21-22 ADOPTED BUDGET	FY 21-22 ADOPTED BUDGET
1030	PART TIME WAGES	410	4,958	4,286
1040	OVERTIME SALARY & WAGES	-	2,210	1,020
1080	MEDICARE	6	72	62
1093	MEDICAL-PT	-	-	-
PERSONNEL EXPENDITURES:		416	7,240	5,368
2080	CONTRACT SVC/NON-CLASS	-	-	-
2230	PROGRAMS & ACTIVITIES	550	12,000	12,000
OPERATING EXPENDITURES:		550	12,000	12,000
TOTAL SPECIAL PROGRAMS EXPENSES:		966	19,240	17,368
PROGRAM REVENUES:		-	-	-
NET PROGRAM (COST) / REVENUE:		(966)	(19,240)	(17,368)

RECREATION BUDGET: SPECIAL EVENTS RECAP		KIDS & COPS GOLF 5615	LAS POSADAS 5610	TOTAL EVENTS
ACCOUNT	DESCRIPTION	FY 21-22 ADOPTED BUDGET	FY 21-22 ADOPTED BUDGET	FY 21-22 ADOPTED BUDGET
1030	PART TIME WAGES	745	559	\$ 44,586
1040	OVERTIME SALARY & WAGES	1,020	1,000	26,442
1080	MEDICARE	11	8	646
1093	MEDICAL-PT	-	-	50
PERSONNEL EXPENDITURES:		1,776	1,567	71,724
2080	CONTRACT SVC/NON-CLASS	2,000	-	42,000
2230	PROGRAMS & ACTIVITIES	5,500	6,500	102,000
OPERATING EXPENDITURES:		7,500	6,500	144,000
TOTAL SPECIAL PROGRAMS EXPENSES:		9,276	8,067	\$ 215,724
PROGRAM REVENUES:		-	-	\$ -
NET PROGRAM (COST) / REVENUE:		(9,276)	(8,067)	(215,724)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

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

FULL TIME POSITIONS			
Position Title	Hours	FY 19-20 Budget	FY 20-21 Budget
Recreation Supervisor	32	-	-
Recreation Coordinator	32	-	-
Maint Supervisor	10	-	-
Maint Worker III	10	-	-
Maint Worker II	20	-	-
Maint Worker I	20	-	-
TOTAL	124	-	-

PART TIME POSITIONS					
Position Title	FY 20-21 Positions	FY 20-21 Adopted Hours	FY 21-22 Positions	FY 21-22 Adopted Hours	FY 21-22 Budgeted Wages
Public Safety Officer I	2	5	2	10	281
Recreation Leader II	16	80	16	160	2,979
TOTAL	18	85	18	170	3,260

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 20-21 ESTIMATED ACTUAL	FY 21-22 ADOPTED BUDGET
101-50-5602	1030	PART TIME WAGES	2,332	-	1,524	-	3,260
101-50-5602	1040	OVERTIME SALARY & WAGES	3,011	-	1,150	-	2,300
101-50-5602	1080	MEDICARE	76	-	22	-	47
101-50-5602	1093	MEDICAL PT	5	-	-	-	-
101-50-5602	1100	ACA AFFORDABILITY STIPEND	1	-	-	-	-
		PERSONNEL EXPENDITURES:	5,425	-	2,696	-	5,607
101-50-5602	2230	PROGRAMS & ACTIVITIES	13,684	6,184	7,000	7,000	14,000
		OPERATING EXPENDITURES:	13,684	6,184	7,000	7,000	14,000
		EASTER EGG HUNT	19,109	6,184	9,696	7,000	19,607
101-50-0000		REVENUES GENERATED BY THE PROGRAM	-	-	-	-	-
		NET PROGRAM (COST)/REVENUES	(19,109)	(6,184)	(9,696)	(7,000)	(19,607)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**INDEPENDENCE DAY
101-50-5604**

FULL TIME POSITIONS			
Position Title	Hours	FY 19-20 Budget	FY 20-21 Budget
Recreation Supervisor	-	-	-
Recreation Coordinator	-	-	-
Maint Supervisor	-	-	-
Maint Worker III	-	-	-
Maint Worker II	-	-	-
Maint Worker I	-	-	-
TOTAL	-	-	-

PART TIME POSITIONS					
Position Title	FY 20-21 Positions	FY 20-21 Adopted Hours	FY 21-22 Positions	FY 21-22 Adopted Hours	FY 21-22 Budgeted Wages
Public Safety Officer I	10	-	10	60	1,687
Recreation Leader II	6	-	6	80	1,490
TOTAL	16	-	16	140	3,177

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 20-21 ESTIMATED ACTUAL	FY 21-22 ADOPTED BUDGET
101-50-5604	1030	PART TIME WAGES	3,024	2,827	-	-	3,177
101-50-5604	1040	OVERTIME SALARY & WAGES	3,559	3,576	-	-	4,250
101-50-5604	1080	MEDICARE	94	90	-	-	46
PERSONNEL EXPENDITURES:			6,676	6,492	-	-	7,473
101-50-5604	2080	CONTRACT SVC/NON-CLASS	21,000	7,000	7,500	20,000	15,000
101-50-5604	2230	PROGRAMS & ACTIVITIES	17,681	17,197	5,000	17,200	15,700
OPERATING EXPENDITURES:			38,681	24,197	12,500	37,200	30,700
INDEPENDENCE DAY			45,358	30,690	12,500	37,200	38,173
101-50-0000	REVENUES GENERATED BY THE PROGRAM		-	-	-	-	-
NET PROGRAM (COST)/REVENUES			(45,358)	(30,690)	(12,500)	(37,200)	(38,173)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**SUMMER CONCERTS
101-50-5605**

FULL TIME POSITIONS			
Position Title	Hours	FY 19-20 Budget	FY 20-21 Budget
Recreation Supervisor	-	-	-
Maint Worker III	30	-	-
Maint Worker II	45	-	-
Maint Worker I	45	-	-
TOTAL	120	-	-

PART TIME POSITIONS					
Position Title	FY 20-21 Positions	FY 20-21 Adopted Hours	FY 21-22 Positions	FY 21-22 Adopted Hours	FY 21-22 Budgeted Wages
Public Safety Officer I	-	14	2	48	1,349
Recreation Leader II	8	45	8	160	2,979
TOTAL	8	59	10	208	4,328

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 20-21 ESTIMATED ACTUAL	FY 21-22 ADOPTED BUDGET
101-50-5605	1030	PART TIME WAGES	2,934	1,555	1,172	1,172	4,328
101-50-5605	1040	OVERTIME SALARY & WAGES	4,236	4,032	1,526	1,526	4,590
101-50-5605	1080	MEDICARE	97	66	17	17	63
101-50-5605	1093	MEDICAL PT	15	-	50	50	50
PERSONNEL EXPENDITURES:			7,282	5,653	2,765	2,765	9,031
101-50-5605	2080	CONTRACT SVC/NON-CLASS	30,286	20,490	15,000	15,000	25,000
101-50-5605	2230	PROGRAMS & ACTIVITIES	5,896	1,010	2,000	2,000	5,500
OPERATING EXPENDITURES:			36,182	21,499	17,000	17,000	30,500
SUMMER CONCERTS			43,464	27,152	19,765	19,765	39,531
101-50-0000	REVENUES GENERATED BY THE PROGRAM		-	-	-	-	-
NET PROGRAM (COST)/REVENUES			(43,464)	(27,152)	(39,046)	(19,765)	(39,531)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**HALLOWEEN PARADE
101-50-5606**

FULL TIME POSITIONS			
Position Title	Hours	FY 19-20 Budget	FY 20-21 Budget
Recreation Supervisor	18	-	-
Recreation Coordinator	18	-	-
Maint Supervisor	24	-	-
Maint Worker III	42	-	-
Maint Worker II	60	-	-
Maint Worker I	54	-	-
TOTAL	216	-	-

PART TIME POSITIONS					
Position Title	FY 20-21 Positions	FY 20-21 Adopted Hours	FY 21-22 Positions	FY 21-22 Adopted Hours	FY 21-22 Budgeted Wages
Public Safety Officer I	8	40	8	80	2,249
Recreation Leader II	34	175	34	350	6,517
TOTAL	42	215	42	430	8,766

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 20-21 ESTIMATED ACTUAL	FY 21-22 ADOPTED BUDGET
101-50-5606	1030	PART TIME WAGES	8,748	6,728	4,149	-	8,766
101-50-5606	1040	OVERTIME SALARY & WAGES	11,342	11,830	8,712	-	8,713
101-50-5606	1080	MEDICARE	270	247	60	-	127
		PERSONNEL EXPENDITURES:	20,361	18,806	12,922	-	17,606
101-50-5606	2230	PROGRAMS & ACTIVITIES	11,994	12,334	6,500	6,170	6,500
		OPERATING EXPENDITURES:	11,994	12,334	6,500	6,170	6,500
		HALLOWEEN PARADE	32,354	31,139	19,421	6,170	24,106
101-50-0000	4569	REVENUES GENERATED BY THE PROGRAM	-	-	-	-	-
		NET PROGRAM (COST)/REVENUES	(32,354)	(31,139)	(19,421)	(6,170)	(24,106)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**HALLOWEEN FESTIVAL
101-50-5607**

FULL TIME POSITIONS			
Position Title	Hours	FY 19-20 Budget	FY 20-21 Budget
Recreation Supervisor	24	-	-
Recreation Coordinator	24	-	-
Maint Supervisor	9	-	-
Maint Worker III	18	-	-
Maint Worker II	36	-	-
TOTAL	111	-	-

PART TIME POSITIONS					
Position Title	FY 20-21 Positions	FY 20-21 Adopted Hours	FY 21-22 Positions	FY 21-22 Adopted Hours	FY 21-22 Budgeted Wages
Public Safety Officer I	4	10	4	20	562
Recreation Leader II	29	174	29	348	6,480
TOTAL	33	184	33	368	7,042

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 20-21 ESTIMATED ACTUAL	FY 21-22 ADOPTED BUDGET
101-50-5607	1020	SALARIES & WAGES	-	-	-	92	-
101-50-5607	1030	PART TIME WAGES	4,485	3,927	3,288	590	7,042
101-50-5607	1040	OVERTIME SALARY & WAGES	2,324	2,419	1,339	2,274	1,339
101-50-5607	1049	BI-LINGUAL/CERTIFICATION PAY	-	-	-	2	-
101-50-5607	1080	MEDICARE	98	85	48	43	102
101-50-5607	1083	PERS - EMPLOYER PORTION	-	-	-	31	-
101-50-5607	1088	LONG-TERM DISABILITY INSURANCE	-	-	-	1	-
101-50-5607	1090	MEDICAL INS - FT EMPLOYEES	-	-	-	17	-
101-50-5607	1091	DENTAL INS - FT EMPLOYEES	-	-	-	2	-
101-50-5607	1093	MEDICAL PT	97	43	-	-	-
101-50-5607	1100	ACA AFFORDABILITY STIPEND	5	-	-	-	-
		PERSONNEL EXPENDITURES:	7,009	6,475	4,674	3,052	8,483
101-50-5607	2230	PROGRAMS & ACTIVITIES	22,665	27,987	12,750	13,212	12,750
		OPERATING EXPENDITURES:	22,665	27,987	12,750	13,212	12,750
		HALLOWEEN FESTIVAL	29,674	34,462	17,424	16,264	21,233
101-50-0000		REVENUES GENERATED BY THE PROGRAM	-	-	-	-	-
		NET PROGRAM (COST)/REVENUES	(29,674)	(34,462)	(17,424)	(16,264)	(21,233)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**SANTA SLEIGH
101-50-5608**

FULL TIME POSITIONS			
Position Title	Hours	FY 19-20 Budget	FY 20-21 Budget
Recreation Supervisor	-	-	-
Recreation Coordinator	-	-	-
TOTAL	-	-	-

PART TIME POSITIONS					
Position Title	FY 20-21 Positions	FY 20-21 Adopted Hours	FY 21-22 Positions	FY 21-22 Adopted Hours	FY 21-22 Budgeted Wages
Public Safety Officer I	6	122	6	243	6,832
Recreation Leader II	2	6	2	12	223
TOTAL	8	128	8	255	7,055

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 20-21 ESTIMATED ACTUAL	FY 21-22 ADOPTED BUDGET
101-50-5608	1030	PART TIME WAGES	4,878	4,828	3,534	-	7,055
101-50-5608	1080	MEDICARE	67	68	51	-	102
101-50-5608	1093	MEDICAL PT	-	261	-	-	-
		PERSONNEL EXPENDITURES:	4,944	5,156	3,584	-	7,156
101-50-5608	2230	PROGRAMS & ACTIVITIES	10,668	10,627	6,000	1,925	11,000
		OPERATING EXPENDITURES:	10,668	10,627	6,000	1,925	11,000
		SANTA SLEIGH	15,613	15,785	9,585	1,925	18,157
101-50-0000		REVENUES GENERATED BY THE PROGRAM	-	-	-	-	-
		NET PROGRAM (COST)/REVENUES	(15,613)	(15,785)	(9,585)	(1,925)	(18,157)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

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

FULL TIME POSITIONS			
Position Title	Hours	FY 19-20 Budget	FY 20-21 Budget
Recreation Coordinator	-	-	-
TOTAL	-	-	-

PART TIME POSITIONS					
Position Title	FY 20-21 Positions	FY 20-21 Adopted Hours	FY 21-22 Positions	FY 21-22 Adopted Hours	FY 21-22 Budgeted Wages
Recreation Leader II	22	12	1	22	410
TOTAL	22	12	1	22	410

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 20-21 ESTIMATED ACTUAL	FY 21-22 ADOPTED BUDGET
101-50-5612	1030	PART TIME WAGES	197	57	207	-	410
101-50-5612	1080	MEDICARE	3	1	3	-	6
		PERSONNEL EXPENDITURES:	200	58	210	-	416
101-50-5612	2230	PROGRAMS & ACTIVITIES	243	357	175	541	550
		OPERATING EXPENDITURES:	243	357	175	541	550
		SANTA SLEIGH - BREAKFAST PROGRAM	443	415	385	541	966
101-50-0000		REVENUES GENERATED BY THE PROGRAM	-	-	-	-	-
		NET PROGRAM (COST)/REVENUES	(443)	(415)	(385)	(541)	(966)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

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

FULL TIME POSITIONS			
Position Title	Hours	FY 19-20 Budget	FY 20-21 Budget
Recreation Supervisor	58	-	-
Recreation Coordinator	56	-	-
Maintenance Supervisor	20	-	-
Maint Worker III	40	-	-
Maint Worker II	70	-	-
Maint Worker I	30	-	-
TOTAL	274	-	-

PART TIME POSITIONS					
Position Title	FY 20-21 Positions	FY 20-21 Adopted Hours	FY 21-22 Positions	FY 21-22 Adopted Hours	FY 21-22 Budgeted Wages
Public Safety Officer I	4	12	4	24	675
Recreation Leader II	22	115	22	230	4,283
TOTAL	26	127	26	254	4,958

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 20-21 ESTIMATED ACTUAL	FY 21-22 ADOPTED BUDGET
101-50-5609	1030	PART TIME WAGES	3,243	3,410	2,324	35	4,958
101-50-5609	1040	OVERTIME SALARY & WAGES	6,907	5,873	2,210	3,687	2,210
101-50-5609	1080	MEDICARE	132	134	34	44	72
101-50-5609	1093	MEDICAL PT	96	-	-	-	-
101-50-5609	1100	ACA AFFORDABILITY STIPEND	6	-	-	-	-
		PERSONNEL EXPENDITURES:	10,384	9,416	4,568	3,766	7,240
101-50-5609	2230	PROGRAMS & ACTIVITIES	24,472	29,223	12,000	9,440	12,000
		OPERATING EXPENDITURES:	24,472	29,223	12,000	9,440	12,000
		SNOWFEST / TREE LIGHTING	34,856	38,639	16,568	13,206	19,240
101-50-0000		REVENUES GENERATED BY THE PROGRAM	-	-	-	-	-
		NET PROGRAM (COST)/REVENUES	(34,856)	(38,639)	(16,568)	(13,206)	(19,240)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**ARTASTIC
101-50-5614**

FULL TIME POSITIONS			
Position Title	Hours	FY 19-20 Budget	FY 20-21 Budget
Recreation Supervisor	28	-	-
Recreation Coordinator	52	-	-
Maint Supervisor	10	-	-
Maint Worker III	10	-	-
Maint Worker II	30	-	-
TOTAL	130	-	-

PART TIME POSITIONS					
Position Title	FY 20-21 Positions	FY 20-21 Adopted Hours	FY 21-22 Positions	FY 21-22 Adopted Hours	FY 21-22 Budgeted Wages
Public Safety Officer I	2	10	3	20	562
Recreation Leader II	22	100	22	200	3,724
TOTAL	24	110	25	220	4,286

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 20-21 ESTIMATED ACTUAL	FY 21-22 ADOPTED BUDGET
101-50-5614	1030	PART TIME WAGES	2,304	143	2,009	-	4,286
101-50-5614	1040	OVERTIME SALARY & WAGES	1,777	-	510	-	1,020
101-50-5614	1080	MEDICARE	59	2	29	-	62
		PERSONNEL EXPENDITURES:	4,140	145	2,548	-	5,368
101-50-5614	2080	CONTRACT SVC/NON-CLASS	2,782	-	-	-	-
101-50-5614	2230	PROGRAMS & ACTIVITIES	9,756	4,844	6,000	6,000	12,000
		OPERATING EXPENDITURES:	12,538	4,844	6,000	6,000	12,000
		ARTASTIC	16,678	4,989	8,548	6,000	17,368
101-50-0000		REVENUES GENERATED BY THE PROGRAM	-	-	-	-	-
		NET PROGRAM (COST)/REVENUES	(16,678)	(4,989)	(8,548)	(6,000)	(17,368)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

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

FULL TIME POSITIONS			
Position Title	Hours	FY 19-20 Budget	FY 20-21 Budget
Recreation Supervisor	4	-	-
Recreation Coordinator	4	-	-
Maint Worker II	4	-	-
TOTAL	12	-	-

PART TIME POSITIONS					
Position Title	FY 20-21 Positions	FY 20-21 Adopted Hours	FY 21-22 Positions	FY 21-22 Adopted Hours	FY 21-22 Budgeted Wages
Recreation Leader II	1	20	1	40	745
TOTAL	1	20	1	40	745

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 20-21 ESTIMATED ACTUAL	FY 21-22 ADOPTED BUDGET
101-50-5615	1030	PART TIME WAGES	114	-	346	346	745
101-50-5615	1040	OVERTIME SALARY & WAGES	-	-	410	410	1,020
101-50-5615	1080	MEDICARE	2	-	5	5	11
		PERSONNEL EXPENDITURES:	116	-	761	761	1,776
101-50-5615	2080	CONTRACT SVC/NON-CLASS	364	-	1,000	1,000	2,000
101-50-5615	2230	PROGRAMS & ACTIVITIES	7,564	-	2,750	2,750	5,500
		OPERATING EXPENDITURES:	7,928	-	3,750	3,750	7,500
		KIDS & COPS GOLF PROGRAM	8,044	-	4,511	4,511	9,276
101-50-5615	4690	REVENUES GENERATED BY THE PROGRAM	-	-	-	-	-
		NET PROGRAM (COST)/REVENUES	(8,044)	-	(4,511)	(4,511)	(9,276)

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**CONCERT SHARE
101-50-5616**

FULL TIME POSITIONS			
Position Title	Hours	FY 19-20 Budget	FY 20-21 Budget
Recreation Supervisor	-	-	-
Recreation Coordinator	-	-	-
TOTAL	-	-	-

PART TIME POSITIONS					
Position Title	FY 20-21 Positions	FY 20-21 Adopted Hours	FY 21-22 Positions	FY 21-22 Adopted Hours	FY 21-22 Budgeted Wages
Recreation Leader II	-	-	-	-	-
TOTAL	-	-	-	-	-

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 18-19 ACTUAL	FY 19-20 ACTUAL	FY 20-21 BUDGET	FY 20-21 ESTIMATED ACTUAL	FY 21-22 ADOPTED BUDGET
101-50-5616	2230	PROGRAMS & ACTIVITIES	5,978	-	-	-	-
		OPERATING EXPENDITURES:	5,978	-	-	-	-
		CONCERT SHARE	5,978	-	-	-	-
101-50-5616	4690	REVENUES GENERATED BY THE PROGRAM	16,000	-	-	-	-
		NET PROGRAM (COST)/REVENUES	10,022	-	-	-	-

**RECREATION BUDGET PROGRAM:
BUDGET UNIT:**

**LAS POSADAS
101-50-5610**

FULL TIME POSITIONS			
Position Title	Hours	FY 19-20 Budget	FY 20-21 Budget
Recreation Supervisor	8	-	-
Recreation Coordinator	8	-	-
Maint Supervisor	10	-	-
Maint Worker III	10	-	-
Maint Worker II	20	-	-
TOTAL	56	-	-

PART TIME POSITIONS					
Position Title	FY 20-21 Positions	FY 20-21 Adopted Hours	FY 21-22 Positions	FY 21-22 Adopted Hours	FY 21-22 Budgeted Wages
Recreation Leader II	3	15	3	30	559
TOTAL	3	15	3	30	559

BUDGET UNIT	ACCOUNT	DESCRIPTION	FY 18-19 ACTUAL	FY 19/20 ACTUAL	FY 20-21 BUDGET	FY 20-21 ESTIMATED ACTUAL	FY 21-22 ADOPTED BUDGET
101-50-5610	1030	PART TIME WAGES	125	418	259	-	559
101-50-5610	1040	OVERTIME SALARY & WAGES	1,319	2,124	977	-	1,000
101-50-5610	1080	MEDICARE	19	36	4	-	8
		PERSONNEL EXPENDITURES:	1,463	2,579	1,240	-	1,567
101-50-5610	2230	PROGRAMS & ACTIVITIES	13,030	10,642	6,500	3,700	6,500
		OPERATING EXPENDITURES:	13,030	10,642	6,500	3,700	6,500
		LAS POSADAS	14,493	13,221	7,740	3,700	8,067
101-50-0000		REVENUES GENERATED BY THE PROGRAM	-	-	-	-	-
		NET PROGRAM (COST)/REVENUES	(14,493)	(13,221)	(7,740)	(3,700)	(8,067)

COMMUNITY DEVELOPMENT ADMINISTRATION

ACTIVITIES AND OBJECTIVES

Description of Activities

The Community Development Department's mission is to enhance the City of Norwalk by developing and implementing land use policies that reflect the goals of the community; ensuring safe and code compliant development and properties; attracting and retaining businesses that contribute towards a healthy economy; and providing exceptional service. Moreover, the Department seeks to create and maximize resources to invest in Norwalk's residents, businesses and places. With a compassionate, professional and creative staff, we secure and leverage available assets to revitalize neighborhoods, provide desirable affordable housing options, strengthen the Norwalk economy and promote a well-qualified workforce.

Community Development Administration oversees these efforts through the management of 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 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 support programs to strengthen existing businesses and attract new business development.
- Set the standard for customer service in the department 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.
- Incorporate the contemporary technology solutions into all Department process and procedures to maximize efficiency, ease and access to our customers and staff.

Budget Program: Community Development - Administration, 6101

Full Time Positions

Part Time Positions

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Director of Community Development (a)	0.75	0.80	118,872	126,798							
Senior Management Analyst	0.95	1.00	82,955	90,556							
Management Analyst (b)	2.00	1.00	78,719	78,720							
Administrative Secretary	1.00	1.00	69,314	69,312							
Office Assistant III	1.00	1.00	69,314	69,312							
(a) 15% SA-RDA, 5% CDBG											
(b) Frozen position eliminated											
TOTAL	5.70	4.80	419,174	434,698	TOTAL	-	-	-	-	-	-

COMMUNITY DEVELOPMENT

Administration ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2055	Legal Advertising: Publishing of public notices as required by law	\$ 3,000
2080	Contract Services - Non-Classified:	17,400
	<i>Property Information Reports</i>	<i>2,400</i>
	<i>Appraisals</i>	<i>15,000</i>
2086	Legal Services: Additional legal services	5,000
2110	Conferences & Meetings: League of California Cities Planning Institute	2,500
2111	Memberships: American Planning Association and City membership to International Council of Shopping Centers (ICSC)	1,800
2130	Office Equipment Maintenance: Computers, copiers, printers, scanner, and miscellaneous equipment	2,500
2140	Office Supplies: Special and general office supplies needed to maintain operation of department and divisions	13,000
2141	Postage: Mailing postage expenses	5,000

COMMUNITY DEVELOPMENT

Administration ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2170	Special Materials & Supplies: Supplies for records retention project, special projects/presentations, drafting/graphics supplies, plan reproduction, and other materials	5,000
2190	Telephone & Fax:	11,200
2250	Training: Training opportunities as appropriate for staff	3,000
2490	Bank Services Charges: Charges incurred through credit card transactions	21,000
435-2080 Bond Proceeds	Contract Services - Non-Classified:	100,000
	<i>Economic development services</i>	<i>50,000</i>
	<i>Construction development services</i>	<i>30,000</i>
	<i>Studies</i>	<i>20,000</i>

COMMUNITY DEVELOPMENT

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-61-6101	1020	SALARIES & WAGES	401,654	419,174	424,325	434,698
101-61-6101	1040	OVERTIME SALARY & WAGES	49	-	-	-
101-61-6101	1048	MEDICAL OPT-OUT-GEN. UNIT	2,590	-	-	-
101-61-6101	1049	BI-LINGUAL/CERTIFICATION PAY	1,871	1,918	1,846	1,950
101-61-6101	1052	AUTO ALLOWANCE	4,152	3,600	4,203	4,620
101-61-6101	1054	CELLPHONE ALLOWANCE	-	-	342	-
101-61-6101	1060	PAID SICK LEAVE	3,484	4,900	-	-
101-61-6101	1065	ACCRUED PAID VACATION	13,996	10,680	7,800	7,781
101-61-6101	1074	EMPLOYEES' AWARDS	-	-	412	-
101-61-6101	1078	MANAGEMENT BENEFIT 401A	4,785	4,755	5,290	5,072
101-61-6101	1080	MEDICARE	5,236	6,453	6,441	6,780
101-61-6101	1081	MGMT BENEFIT/MEDICAL	6,835	-	13,218	13,448
101-61-6101	1083	PERS - EMPLOYER PORTION	125,486	143,501	142,746	159,059
101-61-6101	1085	LIFE INSURANCE	1,101	1,639	1,228	1,685
101-61-6101	1088	LONG-TERM DISABILITY INSURANCE	3,181	4,234	3,619	4,391
101-61-6101	1090	MEDICAL INS - FT EMPLOYEES	45,997	73,538	52,573	55,974
101-61-6101	1091	DENTAL INS - FT EMPLOYEES	4,318	5,489	5,478	4,672
101-61-6101	1092	VISION INS - FT EMPLOYEES	764	873	895	608
101-61-6101	1095	MEDICAL INS - RETIREES	74,156	83,600	81,836	113,700
101-61-6101	1097	WORKER'S COMPENSATION	4,920	6,072	6,168	7,621
101-61-6101	1999	ALLOCATED PAYROLL	-	(7,938)	(7,938)	-
PERSONNEL EXPENDITURES:			704,576	762,487	759,741	822,059

COMMUNITY DEVELOPMENT

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-61-6101	2055	LEGAL ADVERTISING	5,554	3,000	1,500	3,000
101-61-6101	2080	CONTRACT SVC/NON-CLASS	1,565	27,400	22,550	17,400
101-61-6101	2086	LEGAL SERVICES	2,673	5,000	2,500	5,000
101-61-6101	2110	CONFERENCES & MEETINGS	1,525	1,500	750	2,500
101-61-6101	2111	MEMBERSHIPS	479	1,800	1,800	1,800
101-61-6101	2130	OFFICE EQPT MTCE	2,587	2,500	1,900	2,500
101-61-6101	2140	OFFICE SUPPLIES	8,489	13,000	10,500	13,000
101-61-6101	2141	POSTAGE	2,071	5,000	2,000	5,000
101-61-6101	2170	SPECIAL MAT'LS-SUPPLIES	1,534	5,000	3,000	5,000
101-61-6101	2177	LA CO.CLERK-ENVIR.FILING	2,169	2,500	1,000	2,500
101-61-6101	2190	TELEPHONE & FAX	10,848	11,200	11,100	11,200
101-61-6101	2220	VEHICLE MTCE & SUPPLIES	754	-	-	-
101-61-6101	2240	DUPLICATING SERVICE CHG	4,285	11,600	900	11,600
101-61-6101	2250	TRAINING EXPENSE	136	1,000	500	3,000
101-61-6101	2490	BANK SERVICE CHARGES	17,829	21,000	21,000	21,000
OPERATING EXPENDITURES:			62,498	111,500	81,000	104,770
101-61-6101	3860	C/O-OFFICE EQUIPMENT	11,672	-	2,697	-
CAPITAL OUTLAY EXPENDITURES:			11,672	-	2,697	-
GENERAL FUND - COMMUNITY DEVELOPMENT TOTAL:			778,746	873,987	843,438	926,829

COMMUNITY DEVELOPMENT

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
435-61-6101	2080	CONTRACT SVC/NON-CLASS	41,274	170,000	100,000	100,000
		OPERATING EXPENDITURES:	41,274	170,000	100,000	100,000
		RDA BONDS FUND - COMMUNITY DEVELOPMENT TOTAL:	41,274	170,000	100,000	100,000
745-61-6101	3860	C/O-OFFICE EQUIPMENT	947	-	-	-
		CAPITAL OUTLAY EXPENDITURES:	947	-	-	-
		COMPUTER REPLACEMENT FUND - COMMUNITY DEVELOPMENT TOTAL:	947	-	-	-

COMMUNITY DEVELOPMENT

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
746-61-6101	2152	VEHICLE LEASE	-	-	-	4,910
CAPITAL OUTLAY EXPENDITURES:			-	-	-	4,910
VEHICLE REPLACEMENT FUND - COMMUNITY DEVELOPMENT TOTAL:			-	-	-	4,910
COMMUNITY DEVELOPMENT TOTAL (ALL FUNDS) :			820,967	1,043,987	943,438	1,031,739

BUILDING AND SAFETY

ACTIVITIES AND OBJECTIVES

Description of Activities

The Building and Safety Division ensures high standards of safety and service by reviewing plans, conducting inspections, and issuing permits for construction of, and improvements to, residential, commercial, and industrial structures. This 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. 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.
- Contribute to the City's economic development efforts by professionally administering a predictable and customer-focused construction plan review, permit and inspection processes for residential, commercial and industrial projects.
- Administer the construction waste management recycling program.
- Coordinate Building & Safety activities within the City with other divisions and departments.
- 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 over the counter plan check services for plan revisions and minor projects.
- Provide construction plan check services for residential and commercial projects.

BUILDING AND SAFETY

ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2050	Publications: Code books and miscellaneous technical publications	\$ 5,000
2070	Contract Services - Classified:	192,500
	<i>Contract services plan check (65% of plan check)</i>	<i>162,500</i>
	<i>Onsite plan check services</i>	<i>30,000</i>
2080	Contract Services - Non-Classified:	152,124
	<i>Plan scanning</i>	<i>115,374</i>
	<i>Substandard rehabilitation – board-ups</i>	<i>15,000</i>
	<i>Waste Tracking Online Service</i>	<i>3,750</i>
	<i>Public Access Portal for Records</i>	<i>18,000</i>
2111	Memberships: International Code Council (ICC), Los Angeles County Chapter of ICC, California Building Officials (CALBO), International Association of Electrical Inspectors (IAEI), International Association of Plumbing and Mechanical Officials (IAMPO), Orange Empire Chapter ICC, and National Fire Prevention Association (NFPA)	3,000
2250	Training: Training opportunities as appropriate for staff	6,000

BUILDING & SAFETY

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-61-6102	1020	SALARIES & WAGES	465,460	477,297	387,957	641,696
101-61-6102	1030	PART TIME WAGES	-	-	11,217	32,229
101-61-6102	1040	OVERTIME SALARY & WAGES	315	200	-	200
101-61-6102	1045	COMP TIME PAY	23	-	-	200
101-61-6102	1048	MEDICAL OPT-OUT-GEN. UNIT	3,668	-	3,307	200
101-61-6102	1049	BILINGUAL/CERTIFICATION PAY	1,792	1,950	1,643	1,300
101-61-6102	1054	CELLPHONE ALLOWANCE	-	-	100	-
101-61-6102	1065	ACCRUED PAID VACATION	24,066	2,340	16,515	6,580
101-61-6102	1070	PAID SICK LEAVE ON TERMIN	39,399	-	3,056	-
101-61-6102	1075	SEVERANCE PAY	-	-	10,000	-
101-61-6102	1078	MANAGEMENT BENEFIT 401A	2,516	2,610	1,659	2,367
101-61-6102	1080	MEDICARE	7,754	7,084	6,314	9,930
101-61-6102	1081	MGMT BENEFIT/MEDICAL	3,707	4,112	2,773	-
101-61-6102	1083	PERS - EMPLOYER PORTION	145,297	163,399	130,501	234,801
101-61-6102	1084	UNIFORM ALLOWANCE	1,157	3,500	-	3,500
101-61-6102	1085	LIFE INSURANCE	961	841	606	614
101-61-6102	1088	LONG-TERM DISABILITY INSURANCE	3,425	4,821	3,014	6,481
101-61-6102	1090	MEDICAL INS - FT EMPLOYEES	75,019	84,143	65,197	114,581

BUILDING & SAFETY

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-61-6102	1090M	MEDICAL INS - MANAGEMENT	-	-	4,299	28,305
101-61-6102	1091	DENTAL INS - FT EMPLOYEES	5,399	6,949	4,145	9,285
101-61-6102	1092	VISION INS - FT EMPLOYEES	950	1,105	813	1,409
101-61-6102	1097	WORKER'S COMPENSATION	9,648	11,914	12,108	17,051
101-61-6102	1999	ALLOCATED PAYROLL	(2,855)	(8,758)	(8,758)	-
PERSONNEL EXPENDITURES:			787,702	763,507	656,466	1,110,729
101-61-6102	2050	PUBLICATIONS	2,033	5,000	2,500	5,000
101-61-6102	2070	CONTRACT SVC-CLASSIFIED	169,891	192,500	192,500	192,500
101-61-6102	2080	CONTRACT SVC/NON-CLASS	65,282	70,000	70,000	152,124
101-61-6102	2111	MEMBERSHIPS	660	3,000	1,500	3,000
101-61-6102	2190	TELEPHONE & FAX	255	1,000	-	1,000
101-61-6102	2220	VEHICLE MTCE & SUPPLIES	10,133	10,300	6,278	10,820
101-61-6102	2225	VEHICLE MTCE - LEASED VEH	-	-	-	270
101-61-6102	2250	TRAINING EXPENSE	2,638	6,000	3,000	6,000
OPERATING EXPENDITURES:			250,892	287,800	275,778	370,714

BUILDING & SAFETY

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-61-6102	3870	C/O-FURNITURE	1,042	3,000	1,500	-
		CAPITAL OUTLAY EXPENDITURES:	1,042	3,000	1,500	-
		GENERAL FUND -BULIDING & SAFTEY TOTAL:	1,039,636	1,054,307	933,744	1,481,443
746-61-6102	2152	VEHICLE LEASE	-	-	-	4,910
		CAPITAL OUTLAY EXPENDITURES:	-	-	-	4,910
		VEHICLE REPLACEMENT FUND - BUILDING & SAFTEY TOTAL:	-	-	-	4,910
		BUILDING & SAFETY TOTAL (ALL FUNDS):	1,039,636	1,054,307	933,744	1,486,353

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.
- Contribute to the City's economic development efforts by professionally administering a predictable and customer-focused land use and planning review processes for residential, commercial and industrial projects.
- Involve the Public Safety Department in all design review processes to ensure a safe physical environment.
- Monitor the adopted General Plan and Housing Element to ensure compliance with Federal and State Regulations, 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 Economic Development Opportunities 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.

Budget Program: Community Development - Planning, 6105

Full Time Positions

Part Time Positions

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Development Services Manager	0.00	1.00	-	137,340							
Planning Manager	1.00	0.00	120,354	-							
Senior Planner	2.00	2.00	194,032	198,474							
Assistant Planner	2.00	2.00	150,258	153,669							
Office Assistant II	1.00	1.00	56,576	56,580							
TOTAL	6.00	6.00	521,220	546,063	TOTAL	-	-	-	-	-	-

PLANNING
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2050	Publications: Planning advisory service	\$ 920
2080	Contract Services - Classified:	300,500
	<i>Entitlement processing, code amendments, preparation of environmental documents, and general planning services</i>	<i>250,000</i>
	<i>GIS annual maintenance fee</i>	<i>500</i>
	<i>Consultant to update City's housing element</i>	<i>50,000</i>
2111	Memberships: American Planning Association and American Institute of Certified Planners	1,260
2250	Training: Training opportunities as appropriate for staff	4,000
3860	Capital Outlay - Office Equipment: Large capacity scanner, new	9,000

PLANNING

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-61-6105	1020	SALARIES & WAGES	459,404	521,220	496,385	546,063
101-61-6105	1045	COMP TIME PAY	3,430	-	-	-
101-61-6105	1048	MEDICAL OPT-OUT-GEN. UNIT	5,968	7,200	7,510	7,200
101-61-6105	1049	BILINGUAL/CERTIFICATION PAY	1,892	1,300	1,643	1,950
101-61-6105	1054	CELLPHONE ALLOWANCE	-	-	675	-
101-61-6105	1060	PAID SICK LEAVE	2,866	8,400	-	-
101-61-6105	1065	ACCRUED PAID VACATION	17,363	5,410	18,412	17,929
101-61-6105	1070	PAID SICK LEAVE ON TERMIN	24,438	-	-	-
101-61-6105	1078	MANAGEMENT BENEFIT 401A	2,202	437	2,421	776
101-61-6105	1080	MEDICARE	6,416	8,032	7,642	8,322
101-61-6105	1081	MGMT BENEFIT/MEDICAL	9,507	10,033	10,109	-
101-61-6105	1083	PERS - EMPLOYER PORTION	143,356	178,437	166,820	199,806
101-61-6105	1085	LIFE INSURANCE	1,010	1,768	955	1,851
101-61-6105	1088	LONG-TERM DISABILITY INSURANCE	3,619	5,265	3,996	5,514
101-61-6105	1090	MEDICAL INS - FT EMPLOYEES	57,250	75,644	46,655	48,467
101-61-6105	1090M	MEDICAL INS - MANAGEMENT	-	-	5,537	33,619
101-61-6105	1091	DENTAL INS - FT EMPLOYEES	4,397	5,840	4,086	5,840
101-61-6105	1092	VISION INS - FT EMPLOYEES	905	972	918	972
101-61-6105	1097	WORKER'S COMPENSATION	6,972	7,549	7,668	9,574
101-61-6105	1999	ALLOCATED PAYROLL	-	(12,795)	(12,971)	-
PERSONNEL EXPENDITURES:			750,995	824,712	768,461	887,883

PLANNING

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
101-61-6105	2050	PUBLICATIONS	-	920	920	920
101-61-6105	2080	CONTRACT SVC/NON-CLASS	44,160	145,500	145,500	300,500
101-61-6105	2111	MEMBERSHIPS	1,367	1,260	1,260	1,260
101-61-6105	2250	TRAINING EXPENSE	979	4,000	4,000	4,000
OPERATING EXPENDITURES:			46,506	151,680	151,680	306,680
101-61-6105	3860	C/O-OFFICE EQUIPMENT	-	-	-	9,000
CAPITAL OUTLAY EXPENDITURES:			-	-	-	9,000
GENERAL FUND - PLANNING TOTAL:			797,501	976,392	920,141	1,203,563
PLANNING TOTAL (ALL FUNDS):			797,501	976,392	920,141	1,203,563

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 and social service agency funding. 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 by implementing 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 with 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

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
City Manager (a)	0.01	0.01	2,747	2,795							
Director of Community Development (b)	0.05	0.05	7,919	7,923							
Director of Finance/Treasurer (c)	0.05	0.05	8,219	8,219							
Housing Manager (d)	0.15	0.15	18,878	18,878							
Controller/Deputy Treasurer (e)	0.10	0.10	13,733	13,734							
Management Analyst (f)	0.10	0.10	7,872	6,146							
Community Development Assistant (g)	0.10	0.10	6,775	7,748							
Office Assistant II (h)	0.50	0.50	28,288	28,290							
(a) 76% Admin, 18% SA-RDA, 5% Water											
(b) 80% Community Development-Admin, 15% SA-RDA											
(c) 59% Finance, 20% SA-RDA; 9% Water, 5% Prop C Admin, 1% Childcare, 1% Childcare - Stage 1											
(d) 70% Section 8, 5% CDBG HOME, 10% Housing Successor Agency											
(e) 57% Finance, 10% Water, 10% SA-RDA, 8% Prop C Admin, 5% Sewer											
(f) 85% Res. Rehab., 5% CDBG HOME											
(g) 85% Res. Rehab., 5% CDBG HOME											
(h) 45% Res. Rehab., 5% CDBG HOME											
TOTAL	1.06	1.06	94,431	93,733	TOTAL	-	-	-	-	-	-

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

Account Number	Description	FY 21-22 COST
2080	Contract Services - Non-Classified: <i>Annual Action plan & CAPER consultant</i> <i>Fair Housing services</i> <i>Program monitoring</i>	\$ 63,000 <i>20,000</i> <i>13,000</i> <i>30,000</i>
2086	Legal Services: Legal services	5,000
6207- 2123	Business Incentive Program: Business Incentive Program	400,000
3860	Capital Outlay - Office Equipment: Replace flip phone with smartphone (no asset tag)	

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

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
207-62-6201	1020	SALARIES & WAGES	74,410	94,431	76,397	93,733
207-62-6201	1030	PART TIME WAGES	-	-	14,000	-
207-62-6201	1045	COMP TIME PAY	580	-	-	-
207-62-6201	1048	MEDICAL OPT-OUT-GEN. UNIT	4	-	-	-
207-62-6201	1049	BILINGUAL/CERTIFICATION PAY	603	455	487	455
207-62-6201	1052	AUTO ALLOWANCE	279	552	461	461
207-62-6201	1054	CELLPHONE ALLOWANCE	1	-	94	-
207-62-6201	1060	PAID SICK LEAVE	418	900	700	637
207-62-6201	1065	ACCRUED PAID VACATION	1,493	2,400	-	-
207-62-6201	1070	PAID SICK LEAVE ON TERMINATION	1,925	-	-	-
207-62-6201	1076	DEFERRED COMP-457 PLAN	-	-	171	500
207-62-6201	1078	MANAGEMENT BENEFIT 401A	1,003	1,694	1,187	1,698
207-62-6201	1080	MEDICARE	1,175	1,483	1,356	1,469
207-62-6201	1081	MGMT BENEFIT/MEDICAL	1,631	1,872	2,740	3,870
207-62-6201	1083	PERS - EMPLOYER PORTION	23,314	32,331	25,755	34,301
207-62-6201	1085	LIFE INSURANCE	161	269	183	272
207-62-6201	1088	LONG-TERM DISABILITY INSURANCE	596	955	675	947

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

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
207-62-6201	1090	MEDICAL INS - FT EMPLOYEES	11,114	17,809	10,894	11,503
207-62-6201	1090M	MEDICAL INS - MANAGEMENT	-	-	1,312	3,803
207-62-6201	1091	DENTAL INS - FT EMPLOYEES	1,077	1,241	1,033	1,182
207-62-6201	1092	VISION INS - FT EMPLOYEES	185	242	199	223
207-62-6201	1097	WORKER'S COMPENSATION	1,107	1,368	1,392	1,644
207-62-6201	1098	OPEB - ACTIVE FT EMPLOYEES	10,600	10,600	10,600	10,600
PERSONNEL EXPENDITURES:			131,677	168,602	149,635	167,298
207-62-6201	2055	LEGAL ADVERTISING	2,982	2,000	1,000	2,000
207-62-6201	2080	CONTRACT SVC/NON-CLASS	77,033	65,000	65,000	63,000
207-62-6201	2086	LEGAL SERVICES	9,665	5,965	4,000	5,000
207-62-6201	2110	CONFERENCES & MEETINGS	-	2,000	-	1,000
207-62-6201	2140	OFFICE SUPPLIES	2,257	2,000	2,000	2,000
207-62-6201	2141	POSTAGE	2,322	1,200	1,200	1,200
207-62-6201	2190	TELEPHONE & FAX	1,027	1,000	1,500	1,500
207-62-6201	2220	VEHICLE MTCE & SUPPLIES	1,864	2,400	1,778	2,520
207-62-6201	2240	DUPLICATING SERVICE CHG	2,977	1,200	1,000	1,200
207-62-6201	2250	TRAINING EXPENSE	341	3,000	-	1,500
207-62-6201	2400	AUDIT FEES	550	570	100	570
OPERATING EXPENDITURES:			112,910	98,545	77,578	81,490

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

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
207-62-6201	3860	C/O-OFFICE EQUIPMENT	-	200	200	-
CAPITAL OUTLAY EXPENDITURES:			-	200	200	-
CDBG FUND - PLANNING & ADMIN TOTAL:			232,695	255,137	227,412	248,788

Budget Program: Housing and Neighborhood Development - CDBG Residential Rehabilitation, 6202

Full Time Positions

Part Time Positions

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Management Analyst (a)	0.85	0.85	66,911	52,235							
Community Development Assistant (a)	0.85	0.85	57,588	65,852							
Office Assistant II (b)	0.45	0.45	25,460	25,461							
(a) 10% CDBG Admin, 5% CDBG HOME											
(b) 50% CDBG Admin, 5% CDBG HOME											
TOTAL	2.15	2.15	149,959	143,548	TOTAL	-	-	-	-	-	-

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

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
207-62-6202	1020	SALARIES & WAGES	109,097	149,959	84,668	143,548
207-62-6202	1045	COMP TIME PAY	7,539	-	-	-
207-62-6202	1049	BILINGUAL/CERTIFICATION PAY	1,793	1,398	1,356	1,398
207-62-6202	1054	CELLPHONE ALLOWANCE	150		199	-
207-62-6202	1060	PAID SICK LEAVE	961	1,700	1,700	1,700
207-62-6202	1065	ACCRUED PAID VACATION	8,832	2,100	2,400	2,100
207-62-6202	1070	PAID SICK LEAVE ON TERMIN	25,029	-	-	-
207-62-6202	1080	MEDICARE	2,225	2,249	1,310	2,156
207-62-6202	1083	PERS - EMPLOYER PORTION	34,475	51,338	28,814	52,526
207-62-6202	1085	LIFE INSURANCE	253	333	226	365
207-62-6202	1088	LONG-TERM DISABILITY INSURANCE	783	1,515	650	1,450
207-62-6202	1090	MEDICAL INS - FT EMPLOYEES	16,246	31,911	15,272	32,356
207-62-6202	1091	DENTAL INS - FT EMPLOYEES	1,759	2,512	1,490	2,512
207-62-6202	1092	VISION INS - FT EMPLOYEES	228	327	193	327
207-62-6202	1095	MEDICAL INS - RETIREES	27,745	38,000	36,598	38,200
207-62-6202	1097	WORKER'S COMPENSATION	1,644	2,172	2,208	2,517
207-62-6202	1098	OPEB-FUTURE FTE RETIREES	800	800	800	800
PERSONNEL EXPENDITURES:			239,559	286,314	177,883	281,955

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

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
207-62-6202	2116	RESIDENTIAL LOANS/REBATES	660,227	480,316	275,619	552,511
207-62-6202	2117	LEAD TESTING / ABATEMENT	52,308	40,000	11,675	40,000
OPERATING EXPENDITURES:			712,535	520,316	287,294	592,511
CDBG FUND - RESIDENTIAL REHABILITATION TOTAL:			952,094	806,630	465,178	874,466

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

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
CDBG FUND - COMMERCIAL REHABILITATION PROGRAM						
207-62-6207	1020	SALARIES & WAGES	7,210	-	-	-
207-62-6207	1045	COMP TIME PAY	1,160	-	-	-
207-62-6207	1049	BILINGUAL/CERTIFICATION PAY	108	-	-	-
207-62-6207	1060	PAID SICK LEAVE	266	-	-	-
207-62-6207	1065	ACCRUED PAID VACATION	1,286	-	-	-
207-62-6207	1070	PAID SICK LEAVE ON TERMIN	3,851	-	-	-
207-62-6207	1080	MEDICARE	202	-	-	-
207-62-6207	1083	PERS - EMPLOYER PORTION	2,274	-	-	-
207-62-6207	1085	LIFE INSURANCE	23	-	-	-
207-62-6207	1088	LONG-TERM DISABILITY INSURANCE	53	-	-	-
207-62-6207	1090	MEDICAL INS - FT EMPLOYEES	733	-	-	-
207-62-6207	1091	DENTAL INS - FT EMPLOYEES	89	-	-	-
207-62-6207	1092	VISION INS - FT EMPLOYEES	12	-	-	-
207-62-6207	1097	WORKER'S COMPENSATION	153	-	-	-
PERSONNEL EXPENDITURES:			17,417	-	-	-

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

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
207-62-6207	2123	BUSINESS INCENTIVE PROGRAM	-	200,000	-	400,000
		OPERATING EXPENDITURES:	-	200,000	-	400,000
		CDBG FUND - COMMERCIAL REHABILITATION PROGRAM TOTAL:	17,417	200,000	-	400,000
		CDBG FUND - REHABILITATION PROGRAM TOTAL:	969,511	1,006,630	465,178	1,274,466

HOUSING AND NEIGHBORHOOD DEVELOPMENT
Community Development Block Grant - CARES ACT
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2080	Contract Services - Non-Classified: <i>Emergency Rental Assistance - Grants for eligible tenants to pay for delinquent rent</i> <i>Public Services Assistance Program - Funds public service agencies that are assisting Norwalk residents</i> <i>Homeless Assistance - Temporary emergency shelters for individuals and families</i>	476,397 <i>280,000</i> <i>35,397</i> <i>161,000</i>
2883	Rental & Utility Assistance Planning and Implementation of Emergency Rental Assistance, Public Services Assistance, and Homeless Assistance Programming	119,100

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

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
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CDBG FUND - CARES ACT

207-62-6208	1020	SALARIES & WAGES	3,027	-	6,975	-
207-62-6208	1049	BILINGUAL/CERTIFICATION PAY	28	-	54	-
207-62-6208	1054	CELLPHONE ALLOWANCE	-	-	19	-
207-62-6208	1074	EMPLOYEES' AWARDS	-	-	55	-
207-62-6208	1080	MEDICARE	44	-	102	-
207-62-6208	1083	PERS - EMPLOYER PORTION	951	-	2,354	-
207-62-6208	1085	LIFE INSURANCE	2	-	28	-
207-62-6208	1088	LONG-TERM DISABILITY INSURANCE	5	-	64	-
207-62-6208	1090	MEDICAL INS - FT EMPLOYEES	66	-	839	-
207-62-6208	1091	DENTAL INS - FT EMPLOYEES	10	-	122	-
207-62-6208	1092	VISION INS - FT EMPLOYEES	1	-	16	-
PERSONNEL EXPENDITURES:			4,135	-	10,627	-

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

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
207-62-6208	2080	CONTRACT SVC/NON-CLASS	278	498,280	251,642	476,397
207-62-6208	2115	BUSINESS ASSISTANCE	-	700,000	587,527	-
207-62-6208	2141	POSTAGE	507	-	454	-
207-62-6208	2240	DUPLICATING/LAMINATION	143	-	1,444	-
207-62-6208	2883	RENTAL & UTILITY ASSIST.	-	400,000	-	119,100
OPERATING EXPENDITURES:			928	1,598,280	841,067	595,497
207-62-6208	3860	DUPLICATING/LAMINATION	-	-	2,556	-
CAPITAL OUTLAY EXPENDITURES:			-	-	2,556	-
CDBG FUND - BUSINESS ASSISTANCE PROGRAM TOTAL:			5,062	1,598,280	854,250	595,497

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

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
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CDBG FUND - OTHER PROGRAMS

207-62-6204	2080	SOCIAL SERVICES	118,070	130,000	130,000	115,591
207-40-4102	2883	RENTAL & UTILITY ASSISTANCE	64,023	65,000	65,000	65,000
207-40-4102	2884	LODGING VOUCHERS	1,308	10,000	10,000	10,000
CDBG FUND - OTHER PROGRAMS TOTAL:			183,401	205,000	205,000	190,591
CDBG ALL PROGRAMS TOTAL:			1,157,975	2,809,910	1,524,428	2,060,554

Budget Program: Housing and Neighborhood Development - Home Program, 6203

Full Time Positions

Part Time Positions

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Housing Manager (a)	0.05	0.05	6,293	6,293	Sr. Management Analyst	313		1		13,250	
Management Analyst (b)	0.05	0.05	3,936	3,073							
Community Development Assistant (b)	0.05	0.05	3,388	3,872							
Office Assistant II (c)	0.05	0.05	2,829	2,829							
(a) 70% Section 8, 15% CDBG Admin, 10% Housing Successor Agency											
(b) 10% CDBG Admin, 85% Res. Rehab.											
(c) 50% CDBG Admin, 45% Res. Rehab.											
TOTAL	0.20	0.20	16,446	16,067	TOTAL	313.00	-	1.00	-	13,250	-

HOUSING AND NEIGHBORHOOD DEVELOPMENT
HOME PROGRAM
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2080	Contract Services - Non-Classified: <i>Loan management services (cost split with Residential Rehab)</i> <i>First time home buyers management services</i>	\$ 34,537 2,300 32,237
2086	Legal Services: Legal services	2,000
2124	First Time Home Buyers Program: Program to assist first time home buyers	200,000
2707	Community Housing Development Organization (CHDO): Required set-aside funds for non-profit community based organization to develop, sponsor and own affordable housing within the City of Norwalk	51,035

HOUSING AND NEIGHBORHOOD DEVELOPMENT HOME PROGRAM

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
208-62-6203	1020	SALARIES & WAGES	19,533	16,446	24,765	16,067
208-62-6203	1030	PART TIME WAGES	-	13,250	6,614	-
208-62-6203	1049	BILINGUAL/CERTIFICATION PAY	178	98	196	98
208-62-6203	1054	CELLPHONE ALLOWANCE	-	-	36	-
208-62-6203	1065	ACCRUED PAID VACATION	32	340	-	-
208-62-6203	1074	EMPLOYEES' AWARDS	-	-	55	98
208-62-6203	1078	MANAGEMENT BENEFIT 401A	93	126	179	126
208-62-6203	1080	MEDICARE	287	246	462	242
208-62-6203	1081	MGMT BENEFIT/MEDICAL	132	-	375	298
208-62-6203	1083	PERS - EMPLOYER PORTION	6,130	5,632	8,361	5,881
208-62-6203	1085	LIFE INSURANCE	59	27	81	28
208-62-6203	1088	LONG-TERM DISABILITY INSURANCE	162	167	198	163
208-62-6203	1090	MEDICAL INS - FT EMPLOYEES	3,036	3,753	3,192	2,279
208-62-6203	1090M	MEDICAL INS - MANAGEMENT	-	-	1,071	1,087
208-62-6203	1091	DENTAL INS - FT EMPLOYEES	321	236	359	236
208-62-6203	1092	VISION INS - FT EMPLOYEES	49	43	61	43
208-62-6203	1097	WORKER'S COMPENSATION	204	238	240	282
208-62-6203	1098	OPEB-FUTURE FTE RETIREES	800	800	800	800
PERSONNEL EXPENDITURES:			31,018	41,402	47,042	27,272

HOUSING AND NEIGHBORHOOD DEVELOPMENT HOME PROGRAM

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
208-62-6203	2080	CONTRACT SVC/NON-CLASS	2,486	39,910	39,910	34,537
208-62-6203	2086	LEGAL SERVICES	532	4,000	1,500	2,000
208-62-6203	2119	HOME REPAIR	25,977	199,096	31,572	25,179
208-62-6203	2121	SECURITY DEPOSIT ASSISTANCE	28,400	60,000	3,500	30,000
208-62-6203	2124	FIRST TIME HOME BUYER	-	200,000	20,000	200,000
208-62-6203	2707	CHDO	265,229	51,818	-	51,035
OPERATING EXPENDITURES:			322,624	554,824	96,482	342,751
HOME FUND PROGRAM TOTAL:			353,642	596,226	143,524	370,478

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

Full Time Positions

Part Time Positions

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Housing Specialist II (a)	0.10	0.10	7,531	7,530							
Housing Specialist I (b)	0.20	0.20	13,550	13,552							
(a) 90% Housing Authority											
(b) 180% Housing Authority											
TOTAL	0.30	0.30	21,081	21,082	TOTAL	-	-	-	-	-	-

**HOUSING AND NEIGHBORHOOD DEVELOPMENT
HOUSING AUTHORITY**

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
<u>FSS GRANT PROGRAM:</u>						
262-63-6301	1020A	SALARIES & WAGES	28,199	21,081	22,785	21,082
262-63-6301	1045A	COMP TIME PAY	19	-	-	-
262-63-6301	1049A	BILINGUAL/CERTIFICATION PAY	8	65	4	65
262-63-6301	1054A	CELLPHONE ALLOWANCE	-	-	69	-
262-63-6301	1060A	PAID SICK LEAVE	276	600	1,071	649
262-63-6301	1065A	ACCRUED PAID VACATION	-	240	-	-
262-63-6301	1080A	MEDICARE	396	318	347	315
262-63-6301	1081A	MGMT BENEFIT/MEDICAL	11	-	-	-
262-63-6301	1083A	PERS - EMPLOYER PORTION	8,770	7,219	7,633	7,716
262-63-6301	1085A	LIFE INSURANCE	77	84	89	84
262-63-6301	1088A	LONG-TERM DISABILITY INSURANCE	180	212	206	212
262-63-6301	1090A	MEDICAL INS - FT EMPLOYEES	5,592	5,499	7,277	5,512
262-63-6301	1091A	DENTAL INS - FT EMPLOYEES	381	351	446	351
262-63-6301	1092A	VISION INS - FT EMPLOYEES	51	48	58	48
262-63-6301	1097A	WORKER'S COMPENSATION	228	227	158	6,855
262-63-6301	1098A	OPEB-FUTURE FTE RETIREES	1,200	1,200	1,200	1,200
FSS GRANT PROGRAM TOTAL:			45,396	37,144	41,344	44,089

Budget Program: Housing and Neighborhood Development - Housing Authority, 6302

Full Time Positions

Part Time Positions

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Housing Manager (a)	0.70	0.70	88,096	88,095							
Housing Specialist II (b)	0.90	0.90	67,772	67,770							
Housing Specialist I (c)	1.80	1.80	121,952	121,954							
Office Assistant II	2.00	2.00	112,255	113,154							
(a) 15% CDBG, 5% HOME, 10% Housing Successor Agency											
(b) 10% FSS Grant											
(c) 20% FSS Grant											
TOTAL	5.40	5.40	390,075	390,973	TOTAL	-	-	-	-	-	-

HOUSING AND NEIGHBORHOOD DEVELOPMENT
HOUSING AUTHORITY
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2080	Contract Services - Non-Classified: <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>	\$ 36,500 1,000 7,000 1,000 15,300 1,000 3,500 2,500 1,000 1,200 1,000 2,000
2110	Conferences & Meetings: 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	4,000
2111	Memberships: 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	2,200

HOUSING AND NEIGHBORHOOD DEVELOPMENT
HOUSING AUTHORITY
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2141	Postage: Mailing of annual appointment letters; verifications, forms and contracts; appointment letters for mass intake and voucher briefing sessions; waiting list correspondence and other program promotional materials; waiting list update letters	10,000
2170	Special Materials & Supplies: Supplies for hosting FSS meetings, landlord outreach, and other events	4,000
2250	Training: Professional development training for staff	6,000
2400	Audit Fees: Contract with independent accountants for accounting and auditing services	3,170
2449	Damage Mitigation Fund: Pay for damages/unpaid rent in excess of the security deposit to encourage landlord participation	10,000
3860	Capital Outlay - Office Equipment: Replacement computer (1), (asset no.13733)	975

**HOUSING AND NEIGHBORHOOD DEVELOPMENT
HOUSING AUTHORITY**

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
<u>NHA - VOUCHER ASSISTANCE PROGRAM:</u>						
262-63-6302	1020A	SALARIES & WAGES	334,832	390,075	254,624	390,973
262-63-6302	1045A	COMP TIME PAY	109	-	-	-
262-63-6302	1049A	BILINGUAL/CERTIFICATION PAY	1,959	1,885	1,345	1,885
262-63-6302	1054A	CELLPHONE ALLOWANCE	375	-	511	-
262-63-6302	1060A	PAID SICK LEAVE	1,563	3,100	3,862	2,219
262-63-6302	1065A	ACCRUED PAID VACATION	11,554	6,970	1,900	1,859
262-63-6302	1070A	PAID SICK LEAVE ON TERMIN	13,038	-	-	-
262-63-6302	1078A	MANAGEMENT BENEFIT 401A	802	1,762	1,000	1,762
262-63-6302	1080A	MEDICARE	5,136	5,854	3,817	5,840
262-63-6302	1081A	MGMT BENEFIT/MEDICAL	1,151	-	2,016	4,160
262-63-6302	1083A	PERS - EMPLOYER PORTION	104,737	133,542	85,740	143,060
262-63-6302	1085A	LIFE INSURANCE	926	1,180	688	1,183
262-63-6302	1088A	LONG-TERM DISABILITY INSURANCE	2,509	3,939	1,842	3,948
262-63-6302	1090A	MEDICAL INS - FT EMPLOYEES	77,094	99,628	54,897	85,294
262-63-6302	1090MA	MEDICAL INS - MANAGEMENT	-	-	-	15,215
262-63-6302	1091A	DENTAL INS - FT EMPLOYEES	4,126	6,307	2,867	6,307

**HOUSING AND NEIGHBORHOOD DEVELOPMENT
HOUSING AUTHORITY**

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
262-63-6302	1092A	VISION INS - FT EMPLOYEES	807	970	598	970
262-63-6302	1095A	MEDICAL INS - RETIREES	24,257	25,600	24,640	25,300
262-63-6302	1097A	WORKER'S COMPENSATION	3,360	4,960	5,040	8,967
262-63-6302	1098A	OPEB-FUTURE FTE RETIREES	18,400	18,400	18,400	18,400
262-63-6302	1999A	ALLOCATED PAYROLL	-	(514,002)	-	-
PERSONNEL EXPENDITURES:			606,732	190,170	463,787	717,342

**HOUSING AND NEIGHBORHOOD DEVELOPMENT
HOUSING AUTHORITY**

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
262-63-6302	2050	PUBLICATIONS	1,406	1,500	1,500	1,500
262-63-6302	2055	LEGAL ADVERTISING	148	3,000	2,500	3,000
262-63-6302	2080	CONTRACT SVC/NON-CLASS	35,434	36,500	36,500	36,500
262-63-6302	2083	CONTRACT SVC/SIGNING BONUS	-	50,000	-	-
262-63-6302	2086	LEGAL SERVICES	7,964	6,000	6,000	6,000
262-63-6302	2110	CONFERENCES & MEETINGS	316	4,000	1,000	4,000
262-63-6302	2111	MEMBERSHIPS	1,905	2,200	2,200	2,200
262-63-6302	2130	OFFICE EQUIPMENT MAINTENANCE	700	900	500	900
262-63-6302	2140	OFFICE SUPPLIES	9,276	8,000	6,000	8,000
262-63-6302	2141	POSTAGE	4,428	10,000	6,000	10,000
262-63-6302	2150	RENTAL EXPENSE	-	10,000	-	10,000
262-63-6302	2152	VEHICLE LEASE	-	-	-	9,821
262-63-6302	2170	SPECIAL MATERIALS & SUPPLIES	2,234	4,000	1,000	4,000
262-63-6302	2190	TELEPHONE & FAX	2,129	4,700	4,900	4,900
262-63-6302	2220	VEHICLE MTCE & SUPPLIES	6,447	6,100	4,688	6,410
262-63-6302	2225	VEHICLE MTCE - LEASED VEH	-	-	-	540
262-63-6302	2240	DUPLICATING SERVICE CHG	2,115	3,500	1,000	3,500
262-63-6302	2250	TRAINING EXPENSE	3,425	6,000	2,000	6,000
262-63-6302	2400	AUDIT FEES	3,050	3,110	1,500	3,170
262-63-6302	2449	DAMAGE MITIGATION FUND	-	10,000	10,000	10,000
262-63-6302	2490	BANK SERVICE CHARGE	1,636	600	1,000	700
262-63-6302	2491	INTEREST EXPENSE	9	-	-	-

**HOUSING AND NEIGHBORHOOD DEVELOPMENT
HOUSING AUTHORITY**

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
262-63-6302	2495	FSS ESCROW HAP	30,068	24,000	24,000	24,000
262-63-6302	2496	PORT-IN HAPP	53,071	21,600	21,600	21,600
262-63-6302	2497	HOUSING ASSISTANCE PAY	7,064,561	6,418,630	6,345,000	6,345,000
262-63-6302	2498	PORT-OUT ADMIN	15,513	20,000	20,000	20,000
262-63-6302	2499	PORT-OUT HAPP	317,362	340,000	340,000	340,000
262-63-6302	2998	BAD DEBT EXPENSE	(984)	-	-	-
OPERATING EXPENDITURES:			7,562,212	6,994,340	6,838,888	6,881,741
262-63-6302	3860	C/O- OFFICE EQUIPMENT	7,191	-	243	975
CAPITAL OUTLAY EXPENDITURES:			7,191	-	243	975
NHA - VOUCHER ASSISTANCE PROGRAM TOTAL:			8,176,135	7,184,510	7,302,917	7,600,058

**HOUSING AND NEIGHBORHOOD DEVELOPMENT
HOUSING AUTHORITY**

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
<u>CARES ACT :</u>						
262-63-6304	1020	SALARIES & WAGES	-	-	113,885	-
262-63-6304	1049	BILINGUAL/CERTIFICATION PAY	-	-	583	-
262-63-6304	1054	CELLPHONE ALLOWANCE	-	-	268	-
262-63-6304	1060	PAID SICK LEAVE	-	-	1,013	-
262-63-6304	1078	MANAGEMENT BENEFIT 401A	-	-	446	-
262-63-6304	1080	MEDICARE	-	-	1,685	-
262-63-6304	1081	MGMT BENEFIT/MEDICAL	-	-	901	-
262-63-6304	1083	PERS - EMPLOYER PORTION	-	-	38,342	-
262-63-6304	1085	LIFE INSURANCE	-	-	367	-
262-63-6304	1088	LONG-TERM DISABILITY INSURANCE	-	-	979	-
262-63-6304	1090	MEDICAL INS - FT EMPLOYEES	-	-	32,316	-
262-63-6304	1091	DENTAL INS - FT EMPLOYEES	-	-	1,563	-
262-63-6304	1092	VISION INS - FT EMPLOYEES	-	-	316	-
262-63-6304	1999	ALLOCATED PAYROLL	-	514,002	-	-
PERSONNEL EXPENDITURES:			-	514,002	192,665	-

**HOUSING AND NEIGHBORHOOD DEVELOPMENT
HOUSING AUTHORITY**

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
262-63-6304	2080	CONTRACT SVC/NON-CLASS	-	60,000	60,000	-
262-63-6304	2170	SPECIAL MATERIALS & SUPPLIES	-	1,000	1,041	-
262-63-6304	2497	HOUSING ASSISTANCE PAY	-	416,522	-	-
OPERATING EXPENDITURES:			-	477,522	61,041	-
262-63-6304	3860	OFFICE EQUIPMENT	-	12,500	12,500	-
CAPITAL OUTLAY EXPENDITURES:			-	12,500	12,500	-
CARES ACT TOTAL:			-	1,004,024	266,206	-
436-63-6303	2080	CONTRACT SVC/NON-CLASS	475	-	-	-
HOUSING PROGRAM TOTAL:			8,222,006	8,225,678	7,610,467	7,644,148

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

Full Time Positions

Part Time Positions

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Housing Manager (a)	0.10	0.10	12,586	12,585							
(a) 70% Housing Authority, 15% CDBG, 5% HOME											
TOTAL	0.10	0.10	12,586	12,585	TOTAL	-	-	-	-	-	-

SUCCESSOR AGENCY
HOUSING ADMINISTRATION
 ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2080	Contract Services - Non-Classified: <i>Rapid Rehousing Program</i> <i>Community legal services</i>	\$ 105,000 90,000 15,000
2086	Legal Services: Fair Housing Plan and Consolidated Plan	4,000

SUCCESSOR AGENCY HOUSING ADMINISTRATION

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
261-63-6303	1020	REG SALARIES & WAGES	2,415	12,586	26,597	12,585
261-63-6303	1078	MANAGEMENT BENEFIT 401A	48	249	531	249
261-63-6303	1080	MEDICARE	36	186	393	194
261-63-6303	1081	MGMT BENEFIT/MEDICAL	67	-	1,138	595
261-63-6303	1083	PERS - EMPLOYER'S PORTION	750	4,256	8,909	4,552
261-63-6303	1085	LIFE INSURANCE	5	1	88	1
261-63-6303	1088	LONG TERM DISABILITY	12	125	203	125
261-63-6303	1090	MEDICAL INS - FT EMPLOYEES	245	3,022	1,036	-
261-63-6303	1090M	MEDICAL INS - MANAGEMENT	-	-	3,762	2,174
261-63-6303	1091	DENTAL INS - FT EMPLOYEES	15	117	256	117
261-63-6303	1092	VISION INS - FT EMPLOYEES	5	37	80	37
261-63-6303	1097	WORKER'S COMPENSATION	132	133	132	221
PERSONNEL EXPENDITURES:			3,728	20,712	43,124	20,850
261-63-6303	2080	CONTRACT SVC/NON-CLASS	88,002	115,000	75,000	105,000
261-63-6303	2086	LEGAL SERVICES	171	4,000	1,000	4,000
OPERATING EXPENDITURES:			88,173	119,000	76,000	109,000
HOUSING-SA ADMINISTRATIVE TOTAL:			91,902	139,712	119,124	129,850

SUCCESSOR AGENCY HOUSING ADMINISTRATION

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
436-63-6303	2080	CONTRACT SVC/NON-CLASS	475	50,000	-	-
OPERATING EXPENDITURES:			475	50,000	-	-
SUCCESSOR AGENCY HOUSING BOND PROCEEDS TOTAL:			475	50,000	-	-
HOUSING-SA TOTAL:			92,377	189,712	119,124	129,850

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 (30) buses including: 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 1.43 million passengers per year (pre-COVID 19). 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). NTS will release its solicitation for a COA in winter of FY 21/22. 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. However, on April 1, 2021, First Transit will take over the service as their proposal was deemed most responsive and responsible per RFP No. 21-627. First Transit has provided paratransit services since 1985 and is part of FirstGroup America which is by far the largest private supplier of transportation services in the State of California. 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 a month-to-month basis through June 30, 2021. NTS will be releasing an RFP for the provision of Paratransit User Side Subsidy Transportation Program in early March 2021. In 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 is continuing its incremental fixed route bus replacement program as vehicles come of age. NTS has six (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. A replacement of Four (4) Gillig Compressed Natural Gas (CNG) buses will be purchased in 2021 with two (2) CNGs more to follow in 2022.
- Plans to purchase one (1) more new replacement van will be take place in the 3rd quarter of 2021 which will replace (1) 2010 Ford Starcraft Allstar Cutaway Class C vans (#7104). Funds have been secured via a 2021 FTA grant and purchase options via the CalAct contract thought Creative Bus Sales will be exercised.
- Phase III of NTS' Transportation/Public Services Facility Improvements Project will include architectural, security/safety and tenant improvements to Operations, Vehicle Maintenance and Administration. Partial implementation will begin in late 2021 to include improvements to offices in Operations (i.e. Staff Offices, Dispatch, Conference Room, Training Room , etc.).
- NTS continues to maintain its bus stop improvement program each year since the completion of 194 bus stops in 2007. NTS' commitment to continue its bus stop improvement program include furnishings and sidewalk/street improvements for (9) Bus Stops. As the region continues to experience a steady decline in ridership. Safety and security issues have surfaced as one of the biggest deterrent to patrons using public transit. Therefore, to encourage public transit, and improve the public's perception of safety while using transit, NTS will support (9) stops by bringing them up to Tier 2 level amenities (i.e. shelter, bench, trash receptacle, solar powered signs, etc.). These stops are along Routes 1,2,3 and 5.
- Additional bus stop improvements include solar lighting. NTS has received complaints from the public (residents/commuters) concerning the lighting conditions of the bus stops. In response to the complaints, NTS Staff conducted an assessment and a total of (48) stops were deemed to be of highest priority. A solicitation will be released in the 3rd quarter of 2021 to include the acquisition/installation of (48) 60-Watt UL Certified Solar Lighting System Light Kit which encompasses a solar panel, control box, 2 luminaries and hardware pack.
- A third additional bus stop improvement includes replacement of stop beacons and installation of travel signs. More specifically, NTS will replace one hundred and ninety four (194) bus stop beacons (flashing light) and install sixty-four (64) Automatic Traveler's Information (ATI) Digital Signs on Route 4. ATI will allow patrons to view live bus arrival information at bus stops which will enhance customer satisfaction and provide a better experience when using NTS service.

TRANSPORTATION DEPARTMENT (ALL DIVISIONS)

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
710-45-45xx	1020	REG SALARIES & WAGES	2,376,320	2,465,529	2,354,460	2,610,390
710-45-45xx	1021	REG SALARIES & WAGES-BUS OPERATORS	2,036,926	2,123,507	2,095,819	2,242,540
710-45-45xx	1030	PART TIME WAGES	253,244	353,963	316,800	402,812
710-45-45xx	1031	PART TIME WAGES-BUS OPERATORS	1,105,984	1,077,840	1,117,988	1,077,840
710-45-45xx	1040	OVERTIME SALARY & WAGES	138,208	119,610	145,279	84,610
710-45-45xx	1041	OVERTIME WAGES-BUS OPERATORS	260,824	353,290	378,176	250,000
710-45-45xx	1045	COMP TIME PAY	-	600	-	600
710-45-45xx	1048	MEDICAL OPT-OUT-GEN. UNIT	21,177	24,914	25,053	24,914
710-45-45xx	1049	BILINGUAL/CERTIFICATION PAY	26,378	21,879	28,397	27,729
710-45-45xx	1052	AUTO ALLOWANCE	4,308	2,400	4,308	2,400
710-45-45xx	1054	CELLPHONE ALLOWANCE	629	-	1,569	-
710-45-45xx	1055	HOLIDAY PAY	14,678	15,710	25,058	15,710
710-45-45xx	1060	PAID SICK LEAVE	31,635	46,873	51,005	23,793
710-45-45xx	1065	ACCRUED PAID VACATION	52,930	89,273	72,620	63,969
710-45-45xx	1066	COMPENSATED ABSENCES	5,272	-	-	-
710-45-45xx	1070	PAID SICK LEAVE ON TERMINATION	22,157	7,500	-	7,500
710-45-45xx	1074	EMPLOYEE'S AWARDS	4,166	2,500	3,350	2,500
710-45-45xx	1078	MANAGEMENT BENEFIT 401A	14,279	14,583	14,581	14,581
710-45-45xx	1080	MEDICARE	89,456	51,948	96,200	99,977
710-45-45xx	1081	MGMT BENEFIT/MEDICAL	34,822	37,824	38,141	42,758
710-45-45xx	1083	PERS - EMPLOYER'S PORTION	1,398,629	1,605,467	1,530,429	1,775,729
710-45-45xx	1083C	CONTRA PENSION - GASB 68	1,029,426	-	-	-

TRANSPORTATION DEPARTMENT (ALL DIVISIONS)

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
710-45-45xx	1084	EMPLOYEE' BENEFITS-UNIFORMS	27,528	28,975	15,713	28,975
710-45-45xx	1085	LIFE INSURANCE	10,255	15,615	11,213	16,787
710-45-45xx	1086	EMPLOYEES' PHYSICALS	5,817	10,810	5,937	10,810
710-45-45xx	1088	LONG-TERM DISABILITY INSURANCE	35,168	47,360	37,161	49,010
710-45-45xx	1090	MEDICAL INS - FT EMPLOYEES	709,812	790,231	758,488	867,884
710-45-45xx	1090M	MEDICAL INS - MANAGEMENT	-	-	18,634	35,359
710-45-45xx	1091	DENTAL INS - FT EMPLOYEES	60,784	70,426	63,830	73,930
710-45-45xx	1092	VISION INS - FT EMPLOYEES	10,791	9,716	12,104	10,172
710-45-45xx	1093	MEDICAL INS - PT EMPLOYEES	54,326	61,848	57,553	65,044
710-45-45xx	1094	DENTAL INS - PT EMPLOYEES	15,019	23,244	17,787	27,471
710-45-45xx	1095	MEDICAL INS - RETIREES	439,532	459,417	446,436	442,546
710-45-45xx	1096	UNEMPLOYMENT INSURANCE	8,521	20,000	17,417	20,000
710-45-45xx	1097	WORKER'S COMPENSATION	475,789	492,231	500,326	663,889
710-45-45xx	1098	OPEB-FUTURE FTE RETIREES UNFUNDED LIABILITY	489,800	489,800	489,800	489,800
710-45-45xx	1100	ACA AFFORDABILITY STIPEND	262	-	-	-
710-45-45xx	1098C	CONTRA - PENSION	(1,054,951)	-	-	-
710-45-45xx	1098O	CONTRA - OPEB	531,398	-	-	-
PERSONNEL EXPENDITURES:			10,741,298	10,934,883	10,751,631	11,572,029

TRANSPORTATION DEPARTMENT (ALL DIVISIONS)

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
710-45-45xx	2050	PUBLICATIONS	2,985	5,623	5,855	5,623
710-45-45xx	2056	CLASSIFIED ADVERTISING	1,704	9,000	2,400	9,000
710-45-45xx	2057	PROMOTIONAL ADVERTISING	-	500	500	500
710-45-45xx	2058	CONTRACT SVC-SHERIFF	-	32,200	29,400	43,680
710-45-45xx	2063	FACILITY MTCE SERVICES	135	3,600	3,600	3,600
710-45-45xx	2080	CONTRACT SVC/NON-CLASS	870,974	1,111,332	794,291	1,351,950
710-45-45xx	2083	CONTRACT SVC/OTHER	302,045	151,023	151,023	-
710-45-45xx	2086	LEGAL SERVICES	20,880	25,000	14,361	20,000
710-45-45xx	2090	EQUIP MTCE & SUPPLIES	121,501	64,048	48,283	60,173
710-45-45xx	2100	UTILITIES	143,781	195,010	244,270	210,910
710-45-45xx	2110	CONFERENCES & MEETINGS	21,522	27,385	-	27,385
710-45-45xx	2111	MEMBERSHIPS	33,981	38,049	30,254	38,049
710-45-45xx	2114	GRANT EXPENSES	500,058	500	-	500
710-45-45xx	2130	OFFICE EQPT MTCE	3,133	9,929	5,606	9,929
710-45-45xx	2140	OFFICE SUPPLIES	13,388	19,584	14,510	19,584
710-45-45xx	2141	POSTAGE	1,839	2,298	1,898	2,298
710-45-45xx	2150	RENTAL EXPENSE	1,379	795	795	795
710-45-45xx	2158	OTHER GOVT AGENCIES FEES	5,130	9,143	9,143	9,143

TRANSPORTATION DEPARTMENT (ALL DIVISIONS)

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
710-45-45xx	2160	SPECIAL FEES & SERVICES	28,324	29,540	17,592	26,925
710-45-45xx	2161	ADMINISTRATIVE COSTS	566,500	590,500	590,500	637,400
710-45-45xx	2192	INTERNET, ISDN DSL SERVICE	-	500	-	500
710-45-45xx	2170	SPECIAL MAT'LS-SUPPLIES	124,630	112,750	103,055	112,750
710-45-45xx	2180	SMALL TOOLS	910	2,783	2,783	2,783
710-45-45xx	2190	TELEPHONE & FAX	12,671	15,993	19,829	21,229
710-45-45xx	2220	VEHICLE MTCE & SUPPLIES	-	6,360	-	6,678
710-45-45xx	2221	VEHICLE MTCE-PARTS & SERV	500,963	271,806	271,806	204,150
710-45-45xx	2222	VEHICLE MTCE-FUEL & LUB	426,125	428,413	428,413	442,587
710-45-45xx	2223	VEHICLE MTCE-TIRES & TUBE	-	1,590	1,590	1,590
710-45-45xx	2224	ACCIDENT DAMAGES REPAIRS	32,161	71,550	53,976	71,550
710-45-45xx	2240	DUPLICATING SERVICE CHG	625	1,859	100	1,659
710-45-45xx	2250	TRAINING EXPENSE	11,916	21,823	11,901	21,823
710-45-45xx	2400	AUDIT FEES	10,269	12,000	15,060	15,000
710-45-45xx	2450	LIAB, FIRE & OTHERS INS.	432,103	659,660	659,660	653,760
710-45-45xx	2490	BANK SERVICE CHARGES	8,717	9,000	2,069	5,000
OPERATING EXPENDITURES:			4,200,350	3,941,146	3,534,521	4,038,503

TRANSPORTATION DEPARTMENT (ALL DIVISIONS)

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
710-45-45XX	3860	C/O-OFFICE EQUIPMENT	-	-	1,115	-
710-45-45XX	3831	C/O-TRAN REV VEH PURCHASE	-	430,548	430,548	-
710-45-45XX	3840	C/O-BUILDINGS & IMPROVEMENTS	90,112	-	-	-
CAPITAL OUTLAY EXPENDITURES:			90,112	430,548	431,663	-
710-45-2198	2080	CONTRACT SVC/NON-CLASS	5,600	-	5,054	-
710-45-2198	2140	OFFICE SUPPLIES	2,629	-	-	-
710-45-2198	2170	SPECIAL MAT'LS-SUPPLIES	14,066	-	24,000	-
710-45-2198	2190	TELEPHONE & FAX	1,152	-	-	-
COVID EXPENDITURES:			23,448	-	29,054	-
TRANSIT FUND - OPERATIONS TOTAL:			15,055,207	15,306,577	14,746,869	15,610,532

TRANSPORTATION DEPARTMENT (ALL DIVISIONS)

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
TRANSIT CAPITAL - OUTLAYS						
712-45-45xx	2990	DEPRECIATION EXPENSES	2,006,129	-	-	-
712-45-45xx	2992	DEPRECIATION EXPENSES-PARTS	39,322	-	7,487	-
712-45-45xx	3831	C/O-TRAN REV VEH PURCHASE	11,318	3,785,588	3,785,588	1,975,161
712-45-45xx	3833	C/O-TRAN MAJOR COMPON VEH	147,565	198,400	108,520	168,000
712-45-45xx	3841	C/O-TRAN MAINT & OPS BLDG	-	200,000	-	200,000
712-45-45xx	3843	C/O-OTHER BUS STOP IMPROV	-	128,614	54,993	771,941
712-45-45xx	3853	C/O-TRAN DATA & COMM SYSTEM	45,366	52,000	41,949	54,400
712-45-45xx	3860	C/O-OFFICE EQUIPMENT	21,379	59,260	59,260	63,748
712-45-45xx	3884	C/O-DATA / COMM / ITS	280,000	-	-	-
712-45-45xx	3894	C/O-CAPITALI/MAINT TIRES	(1,190,961)	-	-	-
711-45-45xx	2070	CONTRACT SVC/CLASSIFIED	-	-	1,280	-
711-45-45xx	2080	CONTRACT SVC/NON-CLASS	146,512	-	69,168	-
711-45-45xx	3833	C/O-TRAN MAJOR COMPON VEH	-	-	-	-
711-45-45xx	3831	C/O-TRAN REV VEH PURCHASE	3,144	326,229	326,229	67,180
711-45-45xx	3853	C/O-TRAN DATA & COMM SYSTEM	-	-	11,758	-
711-45-45xx	3884	C/O-DATA / COMM / ITS	29,689	906,339	906,339	45,000
TRANSIT FUNDS CAPITAL TOTAL:			1,539,463	5,656,430	5,372,571	3,345,430

TRANSPORTATION DEPARTMENT (ALL DIVISIONS)

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
210-45-45xx	3831	C/O-TRAN REV VEH PURCHASE	-	49,372	49,372	488,032
210-45-45xx	3833	C/O-TRAN MAJOR COMPON VEH	36,891	49,600	17,363	42,000
210-45-45xx	3841	C/O-TRAN MAINT & OPS BLDG	-	50,000	-	50,000
210-45-45xx	3843	C/O-OTHER BUS STOP IMPROV	-	38,593	13,748	238,580
210-45-45xx	3853	C/O-TRAN DATA & COMM SYSTEM	11,342	13,000	18,604	13,600
210-45-45xx	3860	C/O-OFFICE EQUIPMENT	5,345	14,815	-	15,937
TRANSIT PROP A CAPITAL TOTAL:			53,578	215,380	99,087	848,149
227-45-4500	2080	CONTRACT SVC/NON-CLASS	-	100,000	-	100,000
227-45-4500	3840	C/O-BUILDINGS & IMPROVEMENTS	-	12,500	12,500	16,000
227-45-4501	2080	CONTRACT SVC/NON-CLASS	174,334	244,818	-	-
227-45-4501	2090	EQUIPT MTCE & SUPPLIES	4,627	3,800	543	2,000
227-45-4501	3995	INTER-FUND TRANSFER	122,017	124,017	124,017	125,590
227-45-4503	3831	C/O-TRAN REV VEH PURCHASE	-	250,000	250,000	-
227-45-4503	3884	C/O-DATA / COMM / ITS	70,000	-	-	-
227-45-4520	3853	C/O-DATA / COMM / ITS	-	5,493	5,177	5,493
TRANSIT PROP C TOTAL:			370,977	740,628	392,237	249,083

TRANSPORTATION DEPARTMENT (ALL DIVISIONS)

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
213-45-4501	3990	INTER-FUND TRANSFER	9,990	10,000	10,000	6,000
AQMD FUND TRANSFER SUBTOTAL:			9,990	10,000	10,000	6,000
TRANSIT TOTAL (ALL FUNDS):			17,029,215	21,929,015	20,620,764	20,059,194

Budget Program: Transit - Administration 710-45-4500

Full Time Positions

Part Time Positions

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Executive Regional Director of Transportation (a)	0.50	0.50	105,601	105,600	Office Assistant I	5,547	5,720	2	3	122,085	125,898
Transit Administration Officer (a)	0.50	0.50	68,666	68,670							
Senior Management Analyst (a)	1.50	1.50	132,604	135,832							
Payroll Personnel Technician	1.00	1.00	76,334	74,736							
Office Assistant III	1.00	1.00	69,314	69,312							
Office Assistant II	2.00	2.00	113,152	113,160							
Office Assistant I	1.00	1.00	51,946	51,948							
Transit Administrative Specialist (b)	0.66	0.66	40,836	42,880							
(a) 50% Equipment Maintenance											
(b) 34% Transportation Center											
TOTAL	8.16	8.16	658,453	662,138	TOTAL	5,547	5,720	2	3	122,085	125,898

TRANSIT ADMINISTRATION
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2080	<p>Contract Services - Non-Classified:</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>Drug & alcohol program oversight</i></p> <p style="padding-left: 40px;"><i>Bus electrification project management</i></p> <p style="padding-left: 40px;"><i>FTA pre/post performance audit support (TNB)</i></p> <p style="padding-left: 40px;"><i>CARB Regulatory ICT Rollout Plan</i></p> <p style="padding-left: 40px;"><i>FTA TAM Plan Update</i></p> <p style="padding-left: 40px;"><i>FTA Regulatory EEO Plan Update</i></p>	<p>\$ 345,540</p> <p><i>20,000</i></p> <p><i>20,000</i></p> <p><i>125,000</i></p> <p><i>6,500</i></p> <p><i>73,040</i></p> <p><i>32,000</i></p> <p><i>24,000</i></p> <p><i>20,000</i></p> <p><i>25,000</i></p>
2110	<p>Conferences & Meetings:</p> <p style="padding-left: 40px;">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>	<p>20,000</p>

TRANSIT ADMINISTRATION
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2111	Memberships:	37,850
	<i>American Public Transportation Association</i>	21,000
	<i>California Association for Coordinated Transportation</i>	1,100
	<i>California Transit Association</i>	8,500
	<i>Center of Transportation (Zebra)</i>	3,000
	<i>Conference of Minority Transportation Officials</i>	3,750
	<i>California Association for Public Purchasing Officers</i>	350
	<i>California Society of Municipal Finance Officers</i>	150
2140	Office Supplies:	8,500
	Paper, toner, forms, files, folders, labels, pens, etc.	
2161	Administrative Costs:	637,400
	City administrative support	
2170	Special Materials & Supplies:	60,000
	<i>Bus schedules, maps, and brochures</i>	25,000
	<i>Holiday Bus design/wrap</i>	15,000
	<i>Meeting supplies</i>	5,000
	<i>Promotional materials</i>	15,000
2250	Training:	5,000
	Staff seminars and development works	
Prop C 227-2080	Contract Services - Non Classified:	100,000
	Micro Transit project manager program implementation	

TRANSPORTATION - Administration (4500)

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
710-45-4500	1020	REG SALARIES & WAGES	664,211	658,453	673,117	662,138
710-45-4500	1030	PART TIME WAGES	84,859	122,085	128,190	125,898
710-45-4500	1040	OVERTIME SALARY & WAGES	1,817	6,000	1,899	6,000
710-45-4500	1045	COMP TIME PAY	-	600	-	600
710-45-4500	1048	MEDICAL OPT-OUT-GEN. UNIT	4,466	4,752	5,943	4,752
710-45-4500	1049	BILINGUAL/CERTIFICATION PAY	3,501	3,679	4,033	4,329
710-45-4500	1052	AUTO ALLOWANCE	2,400	2,400	2,400	2,400
710-45-4500	1054	CELLPHONE ALLOWANCE	375	-	1,156	-
710-45-4500	1060	PAID SICK LEAVE	10,022	15,900	17,250	7,767
710-45-4500	1065	ACCRUED PAID VACATION	12,705	20,240	33,800	33,706
710-45-4500	1074	EMPLOYEES' AWARDS	-	-	500	-
710-45-4500	1078	MANAGEMENT BENEFIT 401A	5,482	5,599	5,618	5,598
710-45-4500	1080	MEDICARE	10,587	11,804	12,672	12,556
710-45-4500	1081	MGMT BENEFIT/MEDICAL	10,201	11,101	11,141	12,726
710-45-4500	1083	PERS-EMPLOYER'S PORTION	207,233	224,875	226,295	242,281
710-45-4500	1083C	CONTRA PENSION - GASB 68	154,414	-	-	-
710-45-4500	1085	LIFE INSURANCE	1,726	2,288	1,728	2,567
710-45-4500	1086	EMPLOYEES' PHYSICALS	-	200	-	200
710-45-4500	1088	LONG-TERM DISABILITY	5,658	6,634	5,612	6,688
710-45-4500	1090	MEDICAL INS - FT EMPL	95,285	102,521	94,056	93,001
710-45-4500	1090M	MEDICAL INS - MANAGEMENT	-	-	4,347	8,168

TRANSPORTATION - Administration (4500)

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
710-45-4500	1091	DENTAL INS - FT EMPL	8,850	8,760	8,752	8,760
710-45-4500	1092	VISION INS - FT EMPL	1,474	1,352	1,682	1,352
710-45-4500	1093	MEDICAL INS - PT EMPLOYEES	7,731	8,040	8,864	8,040
710-45-4500	1094	DENTAL INS- PT EMPL	2,334	2,486	3,761	3,804
710-45-4500	1095	MEDICAL INS - RETIREES	52,524	55,200	53,591	54,100
710-45-4500	1097	WORKERS' COMPENSATION	7,044	7,005	7,116	11,611
710-45-4500	1100	ACA AFFORDABILITY STIPEND	93	-	-	-
710-45-4500	1098C	CONTRA - OPEB	(52,524)	-	-	-
PERSONNEL EXPENDITURES:			1,302,469	1,281,974	1,313,522	1,319,042

TRANSPORTATION - Administration (4500)

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
710-45-4500	2050	PUBLICATIONS	-	750	750	750
710-45-4500	2056	CLASSIFIED ADVERTISING	1,704	9,000	2,400	9,000
710-45-4500	2057	PROMOTIONAL ADVERTISING	-	500	500	500
710-45-4500	2080	CONTRACT SVC/NON-CLASS	251,534	246,950	257,862	345,540
710-45-4500	2086	LEGAL SERVICES	20,880	25,000	14,361	20,000
710-45-4500	2090	EQUIP MTCE & SUPPLIES	20,516	18,875	3,110	15,000
710-45-4500	2100	UTILITIES	1,241	1,440	1,200	1,440
710-45-4500	2110	CONFERENCES & MEETINGS	13,848	20,000	-	20,000
710-45-4500	2111	MEMBERSHIPS	34,009	37,850	30,055	37,850
710-45-4500	2114	GRANT EXPENSES	500,058	500	-	500
710-45-4500	2130	OFFICE EQPT MTCE	1,065	2,800	1,400	2,800
710-45-4500	2140	OFFICE SUPPLIES	7,183	8,500	6,803	8,500
710-45-4500	2141	POSTAGE	1,410	1,500	1,500	1,500
710-45-4500	2161	ADMINISTRATIVE COSTS	566,500	590,500	590,500	637,400
710-45-4500	2166	SPEC FEE-LOBBYIST WASH DC	-	500	-	500
710-45-4500	2170	SPECIAL MAT'LS-SUPPLIES	50,526	60,000	56,629	60,000
710-45-4500	2190	TELEPHONE & FAX	6,963	12,000	10,600	12,000
710-45-4500	2240	DUPLICATING SERVICE CHG	-	700	-	500

TRANSPORTATION - Administration (4500)

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
710-45-4500	2250	TRAINING EXPENSE	355	5,000	5,000	5,000
710-45-4500	2400	AUDIT FEES	10,269	12,000	15,060	15,000
710-45-4500	2450	LIAB, FIRE & OTHER INS.	432,103	659,660	659,660	653,760
710-45-4500	2490	BANK SERVICE CHARGES	8,717	9,000	2,069	5,000
OPERATING EXPENDITURES:			1,928,882	1,723,025	1,659,458	1,852,540
TRANSIT: ADMINISTRATION TOTAL (4500):			3,231,351	3,004,999	2,972,980	3,171,582
227-45-4500	2080	CONTRACT SVC/NON-CLASS	-	100,000	-	100,000
227-45-4500	3840	C/O-BUILDINGS & IMPROVEMENTS	-	12,500	12,500	16,000
PROP C TRANSFER SUBTOTAL:			-	112,500	12,500	116,000
ALL FUNDS: ADMINISTRATION TOTAL (4500):			3,231,351	3,117,499	2,985,480	3,287,582

Budget Program: Transit - Operations 710-45-4501

Full Time Positions

Part Time Positions

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Manager of Transit Operations	1.00	1.00	125,852	125,856	Coach Operators - On Call	43,328	43,328	35	35	1,077,840	1,077,840
Transit Safety & Training Coordinator	1.00	1.00	83,561	87,744	Coach Operator Trainee	1,618	1,618	6	6	24,044	24,287
Transit Safety & Training Coordinator (a)	1.00	0.00	-	-	Dispatcher	814	814	1	1	20,244	20,247
Senior Transit Operations Supervisor	0.00	1.00	-	82,140							
Transit Operations Supervisor	6.00	7.00	447,322	513,852							
Transit Admin Specialist	1.00	1.00	69,314	69,312							
Dispatcher	1.00	1.00	70,153	61,601							
Subtotal Regular Salaries:	11.00	12.00	796,202	940,505							
Coach Operator	35.00	35.00	2,123,507	2,242,540							
(a) Frozen Position eliminated											
TOTAL	46.00	47.00	2,919,709	3,183,045	TOTAL	45,760	45,760	42	42	1,122,128	1,122,374

TRANSIT OPERATIONS

ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2080	Contract Services - Non-Classified: <i>DAR advanced reservations service provider</i> <i>DAR late night weekday service provider</i> <i>MicroTransit On-Demand Operation</i> <i>Inter-jurisdictional taxi</i> <i>Performance ride checks</i> <i>Run-cutting & scheduling</i> <i>ITS maintenance service</i>	\$ 816,471 489,676 90,490 117,305 65,000 6,000 18,000 30,000
2110	Conferences & Meetings: American Public Transit Association, California Transit	5,000
2140	Office Supplies: Paper, toner, forms, files, folders, labels, pens, etc.	8,500
2160	Special Fees & Services: Money counting (fare revenue)	15,000
2170	Special Materials & Supplies: <i>TAP card supplies</i> <i>Meeting supplies</i> <i>Annual staff recognition supplies & refreshments</i> <i>First aid supplies for Dispatch and Operations areas</i>	13,000 1,000 3,000 6,000 3,000

TRANSIT OPERATIONS

ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2250	Training: <i>CDL training</i> <i>Five Start Rodeo/National</i> <i>State certified compliance training materials</i> <i>Training aids/materials</i>	12,000 <i>1,000</i> <i>8,000</i> <i>1,500</i> <i>1,500</i>

TRANSPORTATION - Operations (4501)

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
710-45-4501	1020	REG SALARIES & WAGES	779,064	796,202	767,522	940,505
710-45-4501	1021	REG SALARIES & WAGES-BUS OPERATORS	2,036,926	2,123,507	2,095,819	2,242,540
710-45-4501	1030	PART TIME WAGES	-	44,288	-	44,534
710-45-4501	1031	PART TIME WAGES-BUS OPERATORS	1,105,984	1,077,840	1,117,988	1,077,840
710-45-4501	1040	OVERTIME SALARY & WAGES	55,055	40,000	43,654	40,000
710-45-4501	1041	OVERTIME WAGES-BUS OPERATORS	260,824	353,290	378,176	250,000
710-45-4501	1048	MEDICAL OPT-OUT-GEN. UNIT	11,935	14,400	11,820	14,400
710-45-4501	1049	BILINGUAL/CERTIFICATION PAY	22,878	18,200	23,956	23,400
710-45-4501	1054	CELLPHONE ALLOWANCE	75	-	236	-
710-45-4501	1055	HOLIDAY PAY	12,021	12,170	18,267	12,170
710-45-4501	1060	PAID SICK LEAVE	11,763	16,600	16,766	6,307
710-45-4501	1065	ACCRUED PAID VACATION	26,078	39,760	19,068	30,263
710-45-4501	1066	COMPENSATED ABSENCES	(10,342)	-	-	-
710-45-4501	1070	PAID SICK LEAVE ON TERMINATION	22,157	7,500	-	7,500
710-45-4501	1074	EMPLOYEE'S AWARDS	4,166	2,500	2,850	2,500
710-45-4501	1078	MANAGEMENT BENEFIT 401A	2,465	2,518	2,526	2,518
710-45-4501	1080	MEDICARE	61,235	21,034	65,230	68,319
710-45-4501	1081	MGMT BENEFIT/MEDICAL	14,037	15,107	14,958	16,810
710-45-4501	1083	PERS - EMPLOYER'S PORTION	898,239	1,034,514	991,243	1,164,700
710-45-4501	1083C	CONTRA PENSION - GASB 68	658,833	-	-	-
710-45-4501	1084	EMPLOYEE' BENEFITS-UNIFORMS	23,317	25,000	11,751	25,000
710-45-4501	1085	LIFE INSURANCE	6,353	10,419	7,217	10,876
710-45-4501	1086	EMPLOYEES' PHYSICALS	5,145	8,000	4,472	8,000

TRANSPORTATION - Operations (4501)

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
710-45-4501	1088	LONG-TERM DISABILITY INSURANCE	21,890	30,512	24,070	32,141
710-45-4501	1090	MEDICAL INS - FT EMPLOYEES	487,054	541,880	544,743	617,224
710-45-4501	1091	DENTAL INS - FT EMPLOYEES	40,683	49,056	44,528	52,560
710-45-4501	1092	VISION INS - FT EMPLOYEES	7,152	6,384	8,232	6,840
710-45-4501	1093	MEDICAL INS - PT EMPLOYEES	36,221	44,220	34,840	44,220
710-45-4501	1094	DENTAL INS - PT EMPLOYEES	9,652	16,686	11,519	19,474
710-45-4501	1095	MEDICAL INS - RETIREES	263,522	267,000	261,515	265,300
710-45-4501	1096	UNEMPLOYMENT INSURANCE	8,521	20,000	17,417	20,000
710-45-4501	1097	WORKER'S COMPENSATION	399,352	405,464	412,129	543,603
710-45-4501	1098	OPEB-FUTURE FTE RETIREES	489,800	489,800	489,800	489,800
710-45-4501	1100	ACA AFFORDABILITY STIPEND	60	-	-	-
710-45-4501	1098C	CONTRA - PENSION	(847,099)	-	-	-
710-45-4501	1098O	CONTRA - OPEB	531,398	-	-	-
PERSONNEL EXPENDITURES:			7,456,414	7,533,851	7,442,313	8,079,344

TRANSPORTATION - Operations (4501)

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
710-45-4501	2050	PUBLICATIONS	-	500	500	500
710-45-4501	2058	CONTRACT SVC-SHERIFF	-	32,200	29,400	43,680
710-45-4501	2080	CONTRACT SVC/NON-CLASS	455,111	681,304	353,350	816,471
710-45-4501	2083	CONTRACT SVC/OTHER	302,045	151,023	151,023	-
710-45-4501	2090	EQUIP MTCE & SUPPLIES	71,653	7,500	7,500	7,500
710-45-4501	2100	UTILITIES	31,406	43,900	93,400	93,400
710-45-4501	2110	CONFERENCES & MEETINGS	5,153	5,000	-	5,000
710-45-4501	2130	OFFICE EQPT MTCE	792	5,300	1,900	5,300
710-45-4501	2140	OFFICE SUPPLIES	4,300	8,500	5,123	8,500
710-45-4501	2141	POSTAGE	290	400	-	400
710-45-4501	2160	SPECIAL FEES & SERVICES	16,359	20,000	8,052	15,000
710-45-4501	2170	SPECIAL MAT'LS-SUPPLIES	13,940	13,000	6,676	13,000
710-45-4501	2190	TELEPHONE & FAX	4,312	2,800	7,400	7,400
710-45-4501	2240	DUPLICATING SERVICE CHG	625	1,000	100	1,000
710-45-4501	2250	TRAINING EXPENSE	10,939	12,000	2,078	12,000
OPERATING EXPENDITURES:			916,925	984,427	666,502	1,029,151
710-45-4501	3860	C/O-OFFICE EQUIPMENT	-	-	1,115	-
CAPITAL OUTLAY EXPENDITURES:			-	-	1,115	-
TRANSIT FUND: OPERATIONS TOTAL (4501):			8,373,339	8,518,278	8,109,930	9,108,495

TRANSPORTATION - Operations (4501)

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
213-45-4501	3990	INTER-FUND TRANSFER-COMMUTER BENEFITS	9,990	10,000	10,000	6,000
AQMD FUND TRANSFER SUBTOTAL:			9,990	10,000	10,000	6,000
227-45-4501	2080	CONTRACT SVC/NON-CLASS	174,334	244,818	-	-
227-45-4501	2090	EQUIPT MTCE & SUPPLIES	4,627	3,800	543	2,000
227-45-4501	3995	INTER-FUND TRANSFER	122,017	124,017	124,017	125,590
PROP C TRANSFER SUBTOTAL:			300,977	372,635	124,560	127,590
ALL FUNDS: OPERATIONS TOTAL (4501):			8,684,306	8,900,913	8,244,490	9,242,085

TRANSIT CAPITAL OUTLAYS

ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
3831	C/O-TRAN REV VEH PURCHASE: <i>(4) Compressed Natural Gas Buses (replacements)</i> <i>(1) Dial-a-ride van (replacement)</i>	\$ 2,530,373 2,456,873 73,500
3833	C/O-TRAN MAJOR COMPON VEH: <i>Associated capital maintenance (engines, transmissions, compressors, inverters, ultra-capacitors, etc.)</i> <i>Capital tires lease</i>	210,000 140,000 70,000
3841	C/O-TRAN MAINT & OPS BLDG: Transit facility improvements (Phase III)	250,000
3843	C/O-OTHER BUS STOP IMPROV: Bus stop improvements <i>Signs, benches, shelters, etc.</i> <i>Solar lighting</i> <i>Bus Stop ATI Digital Real Time Signage</i>	1,010,521 281,010 103,031 626,480
3853	C/O-TRAN DATA & COMM SYSTEM: Mobile radio system	68,000
3860	C/O-OFFICE EQUIPMENT: Computer replacements (PCs, peripherals, etc.)	79,685
3884	C/O-DATA / COMM / ITS: Access controlled card reader, new (50% share)	45,000

TRANSPORTATION - Capital Outlay (4503)

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
710-45-4503	3831	C/O-TRAN REV VEH PURCHASE	-	430,548	430,548	-
710-45-4503	3840	C/O-BUILDINGS & IMPROVEMENTS	90,112	-	-	-
TRANSIT OPERATING CAPITAL TOTAL:			90,112	430,548	430,548	-
712-45-4503	2990	DEPRECIATION EXPENSE	2,006,129	-	-	-
712-45-4503	2992	DEPRECIATION EXPENSE - PARTS	39,322	-	7,487	-
712-45-4503	3831	C/O-TRAN REV VEH PURCHASE	11,318	3,785,588	3,785,588	1,975,161
712-45-4503	3833	C/O-TRAN MAJOR COMPON VEH	147,565	198,400	108,520	168,000
712-45-4503	3841	C/O-TRAN MAINT & OPS BLDG	-	200,000	-	200,000
712-45-4503	3843	C/O-OTHER BUS STOP IMPROV	-	128,614	54,993	771,941
712-45-4503	3853	C/O-TRAN DATA & COMM SYSTEM	45,366	52,000	41,949	54,400
712-45-4503	3860	C/O-OFFICE EQUIPMENT	21,379	59,260	59,260	63,748
712-45-4503	3884	C/O-DATA / COMM / ITS	280,000	-	-	-
712-45-4503	3894	CAPITALIZED PURCHASES	(1,190,961)	-	-	-
TRANSIT CAPITAL TOTAL:			1,360,119	4,423,862	4,057,796	3,233,250

TRANSPORTATION - Capital Outlay (4503)

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
711-45-4503	2070	CONTRACT SVC/CLASSIFIED	-	-	1,280	-
711-45-4503	2080	CONTRACT SVC/NON-CLASS	146,512	-	69,168	-
711-45-4503	3831	C/O-TRAN REV VEH PURCHASE	3,144	326,229	326,229	67,180
711-45-4503	3853	C/O-TRAN DATA&COMM SYSTEM	-	-	11,758	-
711-45-4503	3884	C/O-DATA / COMM / ITS	29,689	906,339	906,339	45,000
TRANSIT PROP 1B CAPITAL TOTAL:			179,345	1,232,568	1,314,774	112,180
210-45-4503	3831	C/O-TRAN REV VEH PURCHASE	-	49,372	49,372	488,032
210-45-4503	3833	C/O-TRAN MAJOR COMPON VEH	36,891	49,600	17,363	42,000
210-45-4503	3841	C/O-TRAN MAINT & OPS BLDG	-	50,000	-	50,000
210-45-4503	3843	C/O-OTHER BUS STOP IMPROV	-	38,593	13,748	238,580
210-45-4503	3853	C/O-TRAN DATA & COMM SYSTEM	11,342	13,000	18,604	13,600
210-45-4503	3860	C/O-OFFICE EQUIPMENT	5,345	14,815	-	15,937
TRANSIT PROP A CAPITAL TOTAL:			53,578	215,380	99,087	848,149

TRANSPORTATION - Capital Outlay (4503)

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
227-45-4503	3831	C/O-TRAN REV VEH PURCHASE	-	250,000	250,000	-
227-45-4503	3884	C/O-DATA / COMM / ITS	70,000	-	-	-
TRANSIT PROP C CAPITAL TOTAL:			70,000	250,000	250,000	-
TOTAL TRANSIT CAPITAL OUTLAY EXPENDITURES:			1,753,153	6,552,358	6,152,206	4,193,579

TRANSPORTATION - EM:Admin (4502)

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
(ALLOCATION OF 79.5% FROM EQUIPMENT MAINTENANCE - ADMIN 736-45-4502)						
710-45-4502	1020A	REG SALARIES & WAGES	135,693	174,539	139,046	174,539
710-45-4502	1052A	AUTO ALLOWANCE	1,908	-	1,908	-
710-45-4502	1060A	PAID SICK LEAVE	3,569	5,724	7,057	2,976
710-45-4502	1065A	ACCRUED PAID VACATION	7,879	8,666	-	-
710-45-4502	1078A	MANAGEMENT BENEFIT 401A	4,358	4,451	4,466	4,450
710-45-4502	1080A	MEDICARE	2,298	2,932	2,211	2,786
710-45-4502	1081A	MGMT BENEFIT/MEDICAL	8,110	8,825	8,857	10,117
710-45-4502	1083A	PERS-EMPLOYER'S PORTION	42,196	59,753	46,575	63,866
710-45-4502	1083C	CONTRA PENSION - GASB 68	30,883	-	-	-
710-45-4502	1085A	LIFE INSURANCE	290	471	275	677
710-45-4502	1088A	LONG-TERM DISABILITY	1,521	1,763	1,407	1,763
710-45-4502	1090A	MEDICAL INS - FT EMPL	6,049	14,004	2,723	7,632
710-45-4502	1090MA	MEDICAL INS - MANAGEMENT	-	-	3,456	6,494
710-45-4502	1091A	DENTAL INS - FT EMPL	928	1,393	928	1,393
710-45-4502	1092A	VISION INS - FT EMPL	289	350	289	350
710-45-4502	1097A	WORKERS' COMPENSATION	1,631	1,621	1,650	3,061
PERSONNEL EXPENDITURES:			247,603	284,492	220,848	280,104

TRANSPORTATION - EM:Admin (4502)

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
(ALLOCATION OF 79.5% FROM EQUIPMENT MAINTENANCE - ADMIN 736-45-4502)						
710-45-4502	2130	OFFICE EQPT MTCE	-	239	-	239
710-45-4502	2140	OFFICE SUPPLIES	787	994	994	994
710-45-4502	2141	POSTAGE	-	159	159	159
710-45-4502	2190	TELEPHONE & FAX	1,396	1,193	1,829	1,829
710-45-4502	2240	DUPLICATING SERVICE CHG	-	159	-	159
710-45-4502	2250	TRAINING EXPENSE	-	795	795	795
OPERATING EXPENDITURES:			2,183	3,539	3,777	4,175
TRANSIT: EM ADMIN TOTAL (4502)			249,786	288,031	224,625	284,279

TRANSPORTATION - EM: Vehicle (4520)

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
(ALLOCATION OF 79.5% FROM EQUIPMENT MAINTENANCE - VEHICLE MAINT 736-45-4520)						
710-45-4520	1020A	REG SALARIES & WAGES	751,963	789,304	731,208	786,488
710-45-4520	1030A	PART TIME WAGES	168,385	187,590	188,610	232,380
710-45-4520	1040A	OVERTIME SALARY & WAGES	76,931	73,160	94,249	38,160
710-45-4520	1048A	MEDICAL OPT-OUT-GEN. UNIT	4,507	5,438	6,880	5,438
710-45-4520	1054A	CELLPHONE ALLOWANCE	179	-	178	-
710-45-4520	1055A	HOLIDAY PAY	2,507	3,180	6,409	3,180
710-45-4520	1060A	PAID SICK LEAVE	5,927	8,109	9,311	6,364
710-45-4520	1065A	ACCRUED PAID VACATION	5,915	19,311	19,629	-
710-45-4520	1066A	COMPENSATED ABSENCES	15,614	-	-	-
710-45-4520	1078A	MANAGEMENT BENEFIT 401A	1,862	1,902	1,860	1,902
710-45-4520	1080A	MEDICARE	14,594	15,449	15,352	15,614
710-45-4520	1081A	MGMT BENEFIT/MEDICAL	2,335	2,633	3,005	2,930
710-45-4520	1083A	PERS-EMPLOYER'S PORTION	236,677	270,217	251,340	287,783
710-45-4520	1083C	CONTRA PENSION - GASB 68	175,002	-	-	-
710-45-4520	1084A	UNIFORM ALLOWANCE	4,059	3,975	3,822	3,975
710-45-4520	1085A	LIFE INSURANCE	1,779	2,295	1,881	2,512
710-45-4520	1086A	EMPLOYEES' PHYSICALS	673	2,385	1,465	2,385
710-45-4520	1088A	LONG-TERM DISABILITY	5,754	7,973	5,732	7,944
710-45-4520	1090A	MEDICAL INS - FT EMPL	114,594	124,408	110,388	142,688
710-45-4520	1090MA	MEDICAL INS - MANAGEMENT	-	-	10,222	19,532

TRANSPORTATION - EM: Vehicle (4520)

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
(ALLOCATION OF 79.5% FROM EQUIPMENT MAINTENANCE - VEHICLE MAINT 736-45-4520)						
710-45-4520	1091A	DENTAL INS - FT EMPL	9,739	10,580	9,081	10,580
710-45-4520	1092A	VISION INS - FT EMPL	1,786	1,534	1,817	1,534
710-45-4520	1093A	MEDICAL INS - PT EMPL	10,374	9,588	13,849	12,784
710-45-4520	1094A	DENTAL INS - PT EMPL	3,032	4,072	2,507	4,193
710-45-4520	1095A	MEDICAL INSURANCE - RETIREES	123,486	137,217	131,329	123,146
710-45-4520	1097A	WORKERS' COMPENSATION	67,276	77,654	78,934	104,797
710-45-4520	1100A	ACA AFFORDABILTY	109	-	-	-
710-45-4520	1098C	CONTRA - OPEB	(155,328)	-	-	-
PERSONNEL EXPENDITURES:			1,649,729	1,757,974	1,699,466	1,816,309
710-45-4520	2050	PUBLICATIONS	2,985	4,373	4,605	4,373
710-45-4520	2080	CONTRACT SVC/NON-CLASS	164,329	183,078	183,078	189,939
710-45-4520	2090	EQUIP MTCE & SUPPLIES	2,191	4,373	4,373	4,373
710-45-4520	2100	UTILITIES	111,134	149,670	149,670	116,070
710-45-4520	2110	CONFERENCES & MEETINGS	2,521	2,385	-	2,385
710-45-4520	2111	MEMBERSHIPS	(28)	199	199	199
710-45-4520	2130	OFFICE EQUIPMENT MTCE	1,275	1,590	2,306	1,590
710-45-4520	2140	OFFICE SUPPLIES	1,119	1,590	1,590	1,590
710-45-4520	2141	POSTAGE	139	239	239	239
710-45-4520	2150	RENTAL EXPENSE	1,379	795	795	795
710-45-4520	2158	OTHER GOV'T AGENCIES FEES	5,130	9,143	9,143	9,143
710-45-4520	2160	SPECIAL FEES AND SERVICES	11,965	9,540	9,540	11,925

TRANSPORTATION - EM: Vehicle (4520)

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
(ALLOCATION OF 79.5% FROM EQUIPMENT MAINTENANCE - VEHICLE MAINT 736-45-4520)						
710-45-4520	2170	SPECIAL MAT'LS-SUPPLIES	60,163	39,750	39,750	39,750
710-45-4520	2180	SMALL TOOLS	910	2,783	2,783	2,783
710-45-4520	2220	VEHICLE MTCE & SUPPLIES	-	6,360	-	6,678
710-45-4520	2221	VEHICLE MTCE-PARTS & SERV	500,963	266,406	266,406	198,750
710-45-4520	2222	VEHICLE MTCE-FUEL & LUB	426,125	428,413	428,413	442,587
710-45-4520	2223	VEHICLE MTCE-TIRES & TUBE	-	1,590	1,590	1,590
710-45-4520	2224	ACCIDENT DAMAGES REPAIRS	32,161	71,550	53,976	71,550
710-45-4520	2250	TRAINING EXPENSE	622	3,578	3,578	3,578
OPERATING EXPENDITURES:			1,325,085	1,187,405	1,162,034	1,109,887
TRANSIT: VEHICLE MAINT TOTAL (4520):			2,974,814	2,945,379	2,861,500	2,926,196
227-45-4520	3853	C/O-TRAN DATA & COMM SYSTEM	-	5,493	5,177	5,493
PROP C TRANSFER SUBTOTAL:			-	5,493	5,177	5,493
ALL FUNDS: OPERATIONS TOTAL (4520):			2,974,814	2,950,872	2,866,677	2,931,689

TRANSPORTATION - EM: Non-Vehicle (4801)

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
(ALLOCATION OF 90% FROM EQUIPMENT MAINTENANCE - NON- VEHICLE MAINT 736-45-4801)						
710-45-4801	1020A	REG SALARIES & WAGES	45,389	47,031	43,567	46,720
710-45-4801	1040A	OVERTIME SALARY & WAGES	4,406	450	5,477	450
710-45-4801	1048A	MEDICAL OPT-OUT-GEN. UNIT	269	324	410	324
710-45-4801	1055A	HOLIDAY PAY	149	360	382	360
710-45-4801	1060A	PAID SICK LEAVE	353	540	621	379
710-45-4801	1065A	ACCRUED PAID VACATION	352	1,296	123	-
710-45-4801	1078A	MANAGEMENT BENEFIT 401A	111	113	111	113
710-45-4801	1080A	MEDICARE	742	728	735	703
710-45-4801	1081A	MGMT BENEFIT/MEDICAL	139	158	179	175
710-45-4801	1083A	PERS-EMPLOYER'S PORTION	14,284	16,108	14,976	17,099
710-45-4801	1084A	UNIFORM ALLOWANCE	152	-	140	-
710-45-4801	1083C	CONTRA PENSION - GASB 68	10,294	-	-	-
710-45-4801	1085A	LIFE INSURANCE	107	142	112	155
710-45-4801	1086A	EMPLOYEES' PHYSICALS	-	225	-	225
710-45-4801	1088A	LONG-TERM DISABILITY	345	478	341	474
710-45-4801	1090A	MEDICAL INS - FT EMPL	6,829	7,418	6,577	7,339
710-45-4801	1090MA	MEDICAL INS - MANAGEMENT	-	-	609	1,165
710-45-4801	1091A	DENTAL INS - FT EMPL	584	637	541	637
710-45-4801	1092A	VISION INS - FT EMPL	91	96	84	96
710-45-4801	1097A	WORKERS' COMPENSATION	486	487	497	817
PERSONNEL EXPENDITURES:			85,083	76,592	75,482	77,231

TRANSPORTATION - EM: Non-Vehicle (4801)

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
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(ALLOCATION OF 90% FROM EQUIPMENT MAINTENANCE - NON- VEHICLE MAINT 736-45-4801)

710-45-4801	2063	FACILITY MTCE SERVICES	135	3,600	3,600	3,600
710-45-4801	2090	EQUIP MTCE & SUPPLIES	27,141	33,300	33,300	33,300
710-45-4801	2221	PARTS & SERVICES	-	5,400	5,400	5,400
710-45-4801	2250	TRAINING EXPENSE	-	450	450	450
OPERATING EXPENDITURES:			27,276	42,750	42,750	42,750
TRANSIT: NON-VEHICLE MAINT TOTAL (4801):			112,359	119,342	118,232	119,981

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 and will soon operate four (4) Zero Emission Electric Buses with its impending arrival in second quarter of 2021. 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. Additionally, improvements to Vehicle Maintenance in the form of electrical infrastructure (i.e. charging stations) are currently underway. 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.
- As a Division of the Norwalk Transportation Department, Equipment Maintenance will continue to work closely with all City of Norwalk Departments, to ensure that the highest quality of equipment maintenance service and support is provided. This includes accomplishment of the City's safety goals by following Injury Prevention Program Guidelines and providing ongoing health/safety training programs to the staff. Management staff will continue an ongoing comprehensive review of overall equipment maintenance procurement activities as it relates to fleet management policies and practices; the scheduled acquisition and replacement of tools and equipment; continuous materials, parts, and major component supplier relations; heavy and light duty tire management; fare collection; fleet maintenance system, and the service, fueling and washing of vehicles and equipment.

EQUIPMENT MAINTENANCE (ALL DIVISIONS)

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
736-45-xxxx	1020	REG SALARIES & WAGES	1,166,981	1,264,638	1,143,068	1,260,750
736-45-xxxx	1030	PART TIME WAGES	211,805	248,364	237,245	292,302
736-45-xxxx	1040	OVERTIME SALARY & WAGES	101,664	48,500	124,638	48,500
736-45-xxxx	1048	MEDICAL OPT-OUT-GEN. UNIT	5,968	7,200	9,110	7,200
736-45-xxxx	1052	AUTO ALLOWANCE	2,400	-	2,400	-
736-45-xxxx	1054	CELLPHONE ALLOWANCE	225	-	224	-
736-45-xxxx	1055	HOLIDAY PAY	3,320	4,400	8,485	4,400
736-45-xxxx	1060	PAID SICK LEAVE	12,337	18,000	21,280	12,169
736-45-xxxx	1065	ACCRUED PAID VACATION	17,743	36,630	24,827	-
736-45-xxxx	1066	COMPENSATED ABSENCES	19,640	-	-	-
736-45-xxxx	1078	MANAGEMENT BENEFIT 401A	7,947	8,117	8,080	8,116
736-45-xxxx	1080	MEDICARE	22,071	23,930	22,908	23,926
736-45-xxxx	1081	MGMT BENEFIT/MEDICAL	13,292	14,588	15,120	16,606
736-45-xxxx	1083	PERS - EMPLOYER'SPORTION	366,655	432,954	391,376	461,324
736-45-xxxx	1084	EMPLOYEE' BENEFITS-OTHER	5,274	5,000	4,962	5,000
736-45-xxxx	1085	LIFE INSURANCE	2,722	3,637	2,837	4,183
736-45-xxxx	1086	EMPLOYEES' PHYSICALS	847	3,250	1,843	3,250
736-45-xxxx	1088	LONG-TERM DISABILITY INSURANCE	9,536	12,778	9,359	12,738
736-45-xxxx	1090	MEDICAL INS - FT EMPLOYEES	159,341	182,345	149,585	172,668
736-45-xxxx	1090M	MEDICAL INS - MANAGEMENT	-	-	17,881	34,030
736-45-xxxx	1091	DENTAL INS - FT EMPLOYEES	14,066	15,768	13,190	15,768
736-45-xxxx	1092	VISION INS - FT EMPLOYEES	2,710	2,476	2,742	2,476
736-45-xxxx	1093	MEDICAL INS - PT EMPL	13,049	12,060	17,420	16,080

EQUIPMENT MAINTENANCE (ALL DIVISIONS)

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
736-45-xxxx	1094	DENTAL INS - PT EMPL	3,814	5,123	3,153	5,274
736-45-xxxx	1095	MEDICAL INS - RETIREES	155,328	172,600	165,194	154,900
736-45-xxxx	1097	WORKER'S COMPENSATION	87,216	100,259	101,916	136,579
736-45-xxxx	1100	ACA AFFORDABILITY STIPEND	137	-	-	-
PERSONNEL EXPENDITURES:			2,406,086	2,622,617	2,499,356	2,698,239

EQUIPMENT MAINTENANCE (ALL DIVISIONS)

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
736-45-xxxx	2050	PUBLICATIONS	5,681	5,500	5,793	5,500
736-45-xxxx	2063	FACILITY MTCE SERVICES	150	4,000	4,000	4,000
736-45-xxxx	2080	CONTRACT SVC/NON-CLASS	16,023	230,287	230,287	238,917
736-45-xxxx	2090	EQUIP MTCE & SUPPLIES	34,506	42,500	42,500	42,500
736-45-xxxx	2100	UTILITIES	41,268	146,000	57,900	146,000
736-45-xxxx	2110	CONFERENCES & MEETINGS	1,735	3,000	-	3,000
736-45-xxxx	2111	MEMBERSHIPS	275	250	250	250
736-45-xxxx	2130	OFFICE EQPT MTCE	1,277	2,300	2,900	2,300
736-45-xxxx	2140	OFFICE SUPPLIES	2,397	3,250	3,250	3,250
736-45-xxxx	2141	POSTAGE	175	500	500	500
736-45-xxxx	2150	RENTAL EXPENSE	1,734	1,000	1,000	1,000
736-45-xxxx	2158	OTHER GOV'T AGENCIES FEES	7,071	11,500	11,500	11,500
736-45-xxxx	2160	SPECIAL FEES & SERVICES	15,051	12,000	12,000	15,000
736-45-xxxx	2170	SPECIAL MAT'LS-SUPPLIES	70,915	50,000	50,000	50,000
736-45-xxxx	2180	SMALL TOOLS	1,145	3,500	3,500	3,500
736-45-xxxx	2190	TELEPHONE & FAX	1,756	1,500	2,300	2,300
736-45-xxxx	2220	VEHICLE MTCE & SUPPLIES	-	8,000	-	8,400
736-45-xxxx	2221	VEHICLE MTCE-PARTS & SERV	210,335	231,000	231,000	256,000
736-45-xxxx	2222	VEHICLE MTCE-FUEL & LUB	397,518	771,145	613,341	681,100
736-45-xxxx	2223	VEHICLE MTCE-TIRES & TUBE	-	2,000	2,000	2,000

EQUIPMENT MAINTENANCE (ALL DIVISIONS)

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
736-45-xxxx	2224	ACCIDENT DAMAGES REPAIR	58,698	90,000	67,895	90,000
736-45-xxxx	2240	DUPLICATING SERVICE CHG	-	200	-	200
736-45-xxxx	2250	TRAINING EXPENSE	782	6,000	6,000	6,000
736-45-xxxx	2450	LIAB, FIRE & OTHER INS.	973	-	-	-
OPERATING EXPENDITURES:			869,464	1,625,432	1,347,916	1,573,217
EQUIPMENT MAINTENANCE FUND TOTAL			3,275,550	4,248,049	3,847,272	4,271,456

Budget Program: Equipment Maintenance - Administration 736-45-4502

Full Time Positions

Part Time Positions

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Executive Regional Director of Transportation (a)	0.50	0.50	105,601	105,600							
Transit Administration Officer (a)	0.50	0.50	68,666	68,670							
Senior Management Analyst (a)	0.50	0.50	45,279	45,276							
(a) 50% Transit Administration											
TOTAL	1.50	1.50	219,546	219,546	TOTAL	-	-	-	-	-	-

EQUIPMENT MAINTENANCE - ADMINISTRATION
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2140	Office Supplies: Paper, toner, forms, files, folders, labels, pens, etc.	\$ 1,250
2190	Telephone & Fax: Telephone, fax, cell phones, etc.	2,300
2250	Training: Staff seminars and development	1,000

EQUIPMENT MAINTENANCE - Administration (4502)

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
(79.5 % CHARGED TO TRANSIT EM-ADMIN 710-45-4502 & 20.5 % ALLOCATED TO OTHER CITY DEPARTMENTS)						
736-45-4502	1020	REG SALARIES & WAGES	170,683	219,546	174,901	219,546
736-45-4502	1052	AUTO ALLOWANCE	2,400	-	2,400	-
736-45-4502	1060	PAID SICK LEAVE	4,490	7,200	8,877	3,743
736-45-4502	1065	ACCRUED PAID VACATION	9,911	10,900	-	-
736-45-4502	1078	MANAGEMENT BENEFIT 401A	5,482	5,599	5,618	5,598
736-45-4502	1080	MEDICARE	2,890	3,689	2,781	3,504
736-45-4502	1081	MGMT BENEFIT/MEDICAL	10,201	11,101	11,141	12,726
736-45-4502	1083	PERS-EMPLOYER'S PORTION	53,076	75,161	58,585	80,334
736-45-4502	1085	LIFE INSURANCE	365	592	347	851
736-45-4502	1088	LONG-TERM DISABILITY	1,914	2,218	1,770	2,218
736-45-4502	1090	MEDICAL INS - FT EMPL	7,609	17,615	3,425	9,600
736-45-4502	1090M	MEDICAL INS - MANAGEMENT	-	-	4,347	8,168
736-45-4502	1091	DENTAL INS - FT EMPL	1,167	1,752	1,167	1,752
736-45-4502	1092	VISION INS - FT EMPL	363	440	363	440
736-45-4502	1097	WORKERS' COMPENSATION	2,052	2,039	2,076	3,850
PERSONNEL EXPENDITURES:			272,603	357,852	277,797	352,330

EQUIPMENT MAINTENANCE - Administration (4502)

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
(79.5 % CHARGED TO TRANSIT EM-ADMIN 710-45-4502 & 20.5 % ALLOCATED TO OTHER CITY DEPARTMENTS)						
736-45-4502	2130	OFFICE EQPT MTCE	-	300	-	300
736-45-4502	2140	OFFICE SUPPLIES	990	1,250	1,250	1,250
736-45-4502	2141	POSTAGE	-	200	200	200
736-45-4502	2190	TELEPHONE & FAX	1,756	1,500	2,300	2,300
736-45-4502	2240	DUPLICATING SERVICE CHG	-	200	-	200
736-45-4502	2250	TRAINING EXPENSE	-	1,000	1,000	1,000
OPERATING EXPENDITURES:			2,746	4,450	4,750	5,250
EQUIPMENT MAINTENANCE FUND:						
ADMINISTRATION TOTAL:			275,349	362,302	282,547	357,580

Budget Program: Equipment Maintenance - Vehicle Maintenance 736-45-4520

Full Time Positions

Part Time Positions

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Fleet Maintenance Manager (a)	0.95	0.95	119,559	119,564	Equipment Service Helper	9,984	9,984	6	6	248,364	248,327
Fleet Maintenance Supervisor (a)	0.95	0.95	91,928	91,930	Mechanic Trainee	-	1,664	0	1	-	43,975
Lead Equipment Mechanic (b)	1.90	1.90	170,776	170,772							
Mechanic (c)	6.65	6.65	495,354	488,737							
Mechanic (d)	0.95	0.95	-	-							
Storekeeper II (a)	0.95	0.95	61,467	64,539							
Office Assistant II (a)	0.95	0.95	53,751	53,751							
(a) 5% Non-Vehicle Maintenance											
(b) 10% Non-Vehicle Maintenance											
(c) 35% Non-Vehicle Maintenance											
(d) Frozen Position											
TOTAL	13.30	13.30	992,835	989,293	TOTAL	9,984	11,648	6	7	248,364	292,302

EQUIPMENT MAINTENANCE - VEHICLE MAINTENANCE
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2050	Publications:	\$ 5,500
	<i>Updates for Modis Elite</i>	2,500
	<i>ALL DATA, Cummins Institute</i>	1,000
	<i>Cummins Cal Pacific Software</i>	1,250
	<i>Allison Software</i>	750
2080	Contract Services - Non-Classified:	238,917
	<i>Methane system maintenance and inspection services</i>	4,543
	<i>CNG station maintenance and inspection services</i>	153,559
	<i>Fleet asset management support</i>	11,315
	<i>Bus painting and decaling services</i>	30,000
	<i>Fuel system and fluid inventory management</i>	7,500
	<i>Temporary staffing agency (technical mechanics)</i>	32,000
2090	Equipment Maintenance & Supplies:	5,500
	<i>Fire extinguishers for buses/paratransits</i>	1,000
	<i>Bus headsign programming</i>	4,500
2110	Conferences & Meetings:	3,000
	Century Bus Maintenance Forum, American Public Transit Association, California Transit Association, maintenance & safety meetings, Municipal Equipment Association, miscellaneous staff travel expenses, etc.	

EQUIPMENT MAINTENANCE - VEHICLE MAINTENANCE
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2140	Office Supplies: Paper, toner, forms, files folders, labels, pens, etc.	2,000
2158	Other Government Agency Fees: AQMD Emission fee, LA County Fire CUPU fee, State Board of Equalization Tank fees, etc.	11,500
2160	Special Fees and Services: Hazardous materials collection service	15,000
2170	Special Materials & Supplies: 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	Maintenance & Supplies:	8,400
	<i>Parts/service/repair fuel management system</i>	1,700
	<i>Diagnostic tools</i>	6,700
2221	Parts & Service: Parts for service-vehicles, service repair (small to medium), service repair (heavy-duty), fixed route radio service repair, etc.	250,000

EQUIPMENT MAINTENANCE - VEHICLE MAINTENANCE
ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2222	Fuel & Lube: <i>Diesel & unleaded fuel</i> <i>Card lock system/emergency fuel service (diesel & unleaded fuel)</i> <i>Propane fuel - 100% Transit</i> <i>BIOGAS fuel - 100% Transit</i> <i>Compressed Natural Gas fuel (emergency only)</i>	681,100 420,000 2,500 500 257,600 500
2224	Damage Repair: <i>Bus body damage repair</i> <i>Small-mid size auto body repair</i>	90,000 65,000 25,000
2250	Training: Staff seminars & development, CDL training, State certified compliance training, workshops & training aids/materials, OCTA maintenance training program, etc.	4,500

EQUIPMENT MAINTENANCE - VEHICLE MAINTENANCE (4520)

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
(79.5 % CHARGED TO TRANSIT VEHICLE MAINTENANCE 710-45-4520 & 20.5 % ALLOCATED TO OTHER CITY DEPARTMENTS)						
736-45-4520	1020	REG SALARIES & WAGES	945,865	992,835	919,759	989,293
736-45-4520	1030	PART TIME WAGES	211,805	248,364	237,245	292,302
736-45-4520	1040	OVERTIME SALARY & WAGES	96,768	48,000	118,552	48,000
736-45-4520	1048	MEDICAL OPT-OUT-GEN. UNIT	5,669	6,840	8,654	6,840
736-45-4520	1041	OVERTIME WAGES-BUS OPERATORS	-	-	513	-
736-45-4520	1054	CELLPHONE ALLOWANCE	225	-	224	-
736-45-4520	1055	HOLIDAY PAY	3,154	4,000	8,061	4,000
736-45-4520	1060	PAID SICK LEAVE	7,455	10,200	11,712	8,005
736-45-4520	1065	ACCRUED PAID VACATION	7,440	24,290	24,691	-
736-45-4520	1066	COMPENSATED ABSENCES	19,640	-	-	-
736-45-4520	1078	MANAGEMENT BENEFIT 401A	2,342	2,392	2,339	2,392
736-45-4520	1080	MEDICARE	18,357	19,432	19,310	19,641
736-45-4520	1081	MGMT BENEFIT/MEDICAL	2,937	3,312	3,780	3,686
736-45-4520	1083	PERS - EMPLOYER'S PORTION	297,707	339,895	316,151	361,991
736-45-4520	1084	UNIFORM ALLOWANCE	5,105	5,000	4,807	5,000
736-45-4520	1085	LIFE INSURANCE	2,238	2,887	2,365	3,160
736-45-4520	1086	EMPLOYEES' PHYSICALS	847	3,000	1,843	3,000
736-45-4520	1088	LONG-TERM DISABILITY INSURANCE	7,238	10,029	7,210	9,993
736-45-4520	1090	MEDICAL INS - FT EMPLOYEES	144,143	156,488	138,853	154,914
736-45-4520	1090M	MEDICAL INS - MANAGEMENT	-	-	12,858	24,568
736-45-4520	1091	DENTAL INS - FT EMPLOYEES	12,250	13,308	11,422	13,308
736-45-4520	1092	VISION INS - FT EMPLOYEES	2,246	1,929	2,285	1,929

EQUIPMENT MAINTENANCE - VEHICLE MAINTENANCE (4520)

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
(79.5 % CHARGED TO TRANSIT VEHICLE MAINTENANCE 710-45-4520 & 20.5 % ALLOCATED TO OTHER CITY DEPARTMENTS)						
736-45-4520	1093	MEDICAL INS - PT EMPL	13,049	12,060	17,420	16,080
736-45-4520	1094	DENTAL INS - PT EMPL	3,814	5,123	3,153	5,274
736-45-4520	1095	MEDICAL INSURANCE - RETIREES	155,328	172,600	165,194	154,900
736-45-4520	1097	WORKER'S COMPENSATION	84,624	97,678	99,288	131,820
736-45-4520	1100	ACA AFFORDABILTY	137	-	-	-
PERSONNEL EXPENDITURES:			2,050,383	2,179,662	2,137,690	2,260,096

EQUIPMENT MAINTENANCE - VEHICLE MAINTENANCE (4520)

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
(79.5 % CHARGED TO TRANSIT VEHICLE MAINTENANCE 710-45-4520 & 20.5 % ALLOCATED TO OTHER CITY DEPARTMENTS)						
736-45-4520	2050	PUBLICATIONS	5,681	5,500	5,793	5,500
736-45-4520	2080	CONTRACT SVC/NON-CLASS	16,023	230,287	230,287	238,917
736-45-4520	2090	EQUIP MTCE & SUPPLIES	4,099	5,500	5,500	5,500
736-45-4520	2100	UTILITIES	41,268	146,000	57,900	146,000
736-45-4520	2110	CONFERENCES & MEETINGS	1,735	3,000	-	3,000
736-45-4520	2111	MEMBERSHIPS	275	250	250	250
736-45-4520	2130	OFFICE EQPT MTCE	1,277	2,000	2,900	2,000
736-45-4520	2140	OFFICE SUPPLIES	1,407	2,000	2,000	2,000
736-45-4520	2141	POSTAGE	175	300	300	300
736-45-4520	2150	RENTAL EXPENSE	1,734	1,000	1,000	1,000
736-45-4520	2158	OTHER GOV'T AGENCIES FEES	7,071	11,500	11,500	11,500
736-45-4520	2160	SPECIAL FEES & SERVICES	15,051	12,000	12,000	15,000
736-45-4520	2170	SPECIAL MAT'LS-SUPPLIES	70,915	50,000	50,000	50,000
736-45-4520	2180	SMALL TOOLS	1,145	3,500	3,500	3,500
736-45-4520	2220	VEHICLE MTCE & SUPPLIES	-	8,000	-	8,400
736-45-4520	2221	VEHICLE MTCE-PARTS & SERV	210,335	225,000	225,000	250,000
736-45-4520	2222	VEHICLE MTCE-FUEL & LUB	397,518	771,145	613,341	681,100
736-45-4520	2223	VEHICLE MTCE-TIRES & TUBE	-	2,000	2,000	2,000

EQUIPMENT MAINTENANCE - VEHICLE MAINTENANCE (4520)

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
(79.5 % CHARGED TO TRANSIT VEHICLE MAINTENANCE 710-45-4520 & 20.5 % ALLOCATED TO OTHER CITY DEPARTMENTS)						
736-45-4520	2224	ACCIDENT DAMAGES REPAIRS	58,698	90,000	67,895	90,000
736-45-4520	2250	TRAINING EXPENSE	782	4,500	4,500	4,500
736-45-4520	2450	LIAB, FIRE & OTHER INS.	973	-	-	-
OPERATING EXPENDITURES:			836,162	1,573,482	1,295,666	1,520,467
EQUIPMENT MAINTENANCE FUND VEHICLE MAINTENANCE TOTAL:			2,886,545	3,753,144	3,433,356	3,780,563

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

Full Time Positions

Part Time Positions

Position Title	FY 20-21	FY 21-22	FY 20-21	FY 21-22	Position Title	FY 20-21	FY 21-22	FY 20-21	FY 21-22	FY 20-21	FY 21-22
	Adopted Allocation	Proposed Allocation	Budgeted Salary	Budgeted Salary		Adopted Hours	Proposed Hours	Number of PT Positions	Number of PT Positions	Budgeted Wages	Budgeted Wages
Fleet Maintenance Manager (a)	0.05	0.05	6,293	6,293							
Fleet Maintenance Supervisor (a)	0.05	0.05	4,839	4,839							
Lead Equipment Mechanic (b)	0.10	0.10	8,990	8,988							
Mechanic (c)	0.35	0.35	26,075	25,727							
Mechanic (d)	0.05	0.05	-	-							
Storekeeper II (a)	0.05	0.05	3,231	3,235							
Office Assistant II (a)	0.05	0.05	2,829	2,829							
(a) 95% Equipment Maintenance Operations											
(b) 190% Equipment Maintenance Operations											
(c) 665% Equipment Maintenance Operations											
(d) Frozen Position											
TOTAL	0.70	0.70	52,257	51,911	TOTAL	-	-	-	-	-	-

EQUIPMENT MAINTENANCE NON-VEHICLE MAINTENANCE

ACTIVITY DETAIL

Account Number	Description	FY 21-22 COST
2063	Facility Maintenance Services:	\$ 4,000
	<i>Medical first aid kits</i>	1,900
	<i>Underground storage City yard tank inspections</i>	2,100
2090	Equipment Maintenance & Supplies:	37,000
	<i>Air compressor service</i>	1,000
	<i>Bus washer maintenance</i>	4,000
	<i>Misc. parts & supplies</i>	1,000
	<i>Fuel tank/pumps maintenance service repair</i>	1,000
	<i>Hydraulic lift maintenance</i>	15,000
	<i>Inspections/repair emergency generator</i>	1,000
	<i>PM and floor scrubber</i>	1,500
	<i>Parts washer maintenance</i>	2,000
	<i>Routine pressure washer repair</i>	1,500
	<i>Routine maintenance - freight elevator</i>	1,000
	<i>Regulatory compliance fueling station</i>	8,000
2221	Parts & Service:	6,000
	Parts and service equipment	
2250	Training:	500
	Staff seminars & development	

EQUIPMENT MAINTENANCE - Non-Vehicle (4801)

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
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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	50,432	52,257	48,408	51,911
736-45-4801	1040	OVERTIME SALARY & WAGES	4,895	500	6,086	500
736-45-4801	1048	MEDICAL OPT-OUT-GEN. UNIT	298	360	455	360
736-45-4801	1055	HOLIDAY PAY	166	400	424	400
736-45-4801	1060	PAID SICK LEAVE	392	600	690	421
736-45-4801	1065	ACCRUED PAID VACATION	392	1,440	136	-
736-45-4801	1078	MANAGEMENT BENEFIT 401A	123	126	123	126
736-45-4801	1080	MEDICARE	824	809	817	781
736-45-4801	1081	MGMT BENEFIT/MEDICAL	155	175	199	194
736-45-4801	1083	PERS-EMPLOYER'S PORTION	15,872	17,898	16,640	18,999
736-45-4801	1084	UNIFORM ALLOWANCE	169	-	155	-
736-45-4801	1085	LIFE INSURANCE	119	158	125	172
736-45-4801	1086	EMPLOYEES' PHYSICALS	-	250	-	250
736-45-4801	1088	LONG-TERM DISABILITY	384	531	379	527
736-45-4801	1090	MEDICAL INS - FT EMPL	7,588	8,242	7,308	8,154
736-45-4801	1090M	MEDICAL INS - MANAGEMENT	-	-	677	1,294
736-45-4801	1091	DENTAL INS - FT EMPL	649	708	601	708
736-45-4801	1092	VISION INS - FT EMPL	101	107	94	107
736-45-4801	1097	WORKERS' COMPENSATION	540	542	552	909

PERSONNEL EXPENDITURES:	83,099	85,103	83,869	85,813
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EQUIPMENT MAINTENANCE - Non-Vehicle (4801)

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
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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	150	4,000	4,000	4,000
736-45-4801	2090	EQUIP MTCE & SUPPLIES	30,406	37,000	37,000	37,000
736-45-4801	2221	PARTS & SERVICES	-	6,000	6,000	6,000
736-45-4801	2250	TRAINING EXPENSE	-	500	500	500

OPERATING EXPENDITURES:			30,556	47,500	47,500	47,500
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EQUIPMENT MAINTENANCE FUND:						
NON-VEHICLE MAINTENANCE			113,655	132,603	131,369	133,313
TOTAL:						

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

Full Time Positions

Part Time Positions

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Housing Specialist II (a)	0.10	0.10	7,531	7,530							
Housing Specialist I (b)	0.20	0.20	13,550	13,552							
(a) 90% Housing Authority											
(b) 180% Housing Authority											
TOTAL	0.30	0.30	21,081	21,082	TOTAL	-	-	-	-	-	-

HOUSING AND NEIGHBORHOOD DEVELOPMENT ADVANCES TO HOUSING AUTHORITY

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
144-63-6301	1020	SALARIES & WAGES	28,199	21,081	22,785	21,082
144-63-6301	1040	OVERTIME SALARY & WAGES	19	-	-	-
144-63-6301	1049	BILINGUAL/CERTIFICATION PAY	8	65	4	65
144-63-6301	1054	CELLPHONE ALLOWANCE	-	-	69	-
144-63-6301	1060	PAID SICK LEAVE	276	600	1,071	649
144-63-6301	1065	ACCRUED PAID VACATION	-	240	-	-
144-63-6301	1078	MANAGEMENT BENEFIT 401A	8	-	-	-
144-63-6301	1080	MEDICARE	396	318	347	315
144-63-6301	1081	MGMT BENEFIT/MEDICAL	11	-	-	-
144-63-6301	1083	PERS - EMPLOYER PORTION	8,770	7,219	7,633	7,716
144-63-6301	1085	LIFE INSURANCE	77	84	89	84
144-63-6301	1088	LONG-TERM DISABILITY INSURANCE	180	212	206	212
144-63-6301	1090	MEDICAL INS - FT EMPLOYEES	5,592	5,499	7,277	5,512
144-63-6301	1091	DENTAL INS - FT EMPLOYEES	381	351	446	351
144-63-6301	1092	VISION INS - FT EMPLOYEES	51	48	58	48
144-63-6301	1097	WORKER'S COMPENSATION	228	227	158	6,855
144-63-6301	1098	OPEB - ACTIVE FT EMPLOYEES	1,200	1,200	1,200	1,200
FSS GRANT PROGRAM TOTAL:			45,396	37,144	41,344	44,089

Budget Program: Housing and Neighborhood Development - Housing Authority, 6302

Full Time Positions

Part Time Positions

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
Housing Manager (a)	0.70	0.70	88,096	88,095							
Housing Specialist II (b)	0.90	0.90	67,772	67,770							
Housing Specialist I (c)	1.80	1.80	121,952	121,954							
Office Assistant II	2.00	2.00	112,255	113,154							
(a) 15% CDBG, 5% HOME, 10% Housing Successor Agency											
(b) 10% FSS Grant											
(c) 20% FSS Grant											
TOTAL	5.40	5.40	390,075	390,973	TOTAL	-	-	-	-	-	-

HOUSING AND NEIGHBORHOOD DEVELOPMENT ADVANCES TO HOUSING AUTHORITY

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
144-63-6302	1020	SALARIES & WAGES	334,832	390,075	254,624	390,973
144-63-6302	1040	OVERTIME SALARY & WAGES	109	-	-	-
144-63-6302	1049	BILINGUAL/CERTIFICATION PAY	1,959	1,885	1,345	1,885
144-63-6302	1054	CELLPHONE ALLOWANCE	375	-	511	-
144-63-6302	1060	PAID SICK LEAVE	1,563	3,100	3,862	2,219
144-63-6302	1065	ACCRUED PAID VACATION	11,554	6,970	1,900	1,859
144-63-6302	1070	PAID SICK LEAVE ON TERMINATION	13,038	-	-	-
144-63-6302	1078	MANAGEMENT BENEFIT 401A	802	1,762	1,000	1,762
144-63-6302	1080	MEDICARE	5,136	5,854	3,817	5,840
144-63-6302	1081	MGMT BENEFIT/MEDICAL	1,151	-	2,016	4,160
144-63-6302	1083	PERS - EMPLOYER PORTION	104,737	133,542	85,740	143,060
144-63-6302	1085	LIFE INSURANCE	926	1,180	688	1,183
144-63-6302	1088	LONG-TERM DISABILITY INSURANCE	2,509	3,939	1,842	3,948
144-63-6302	1090	MEDICAL INS - FT EMPLOYEES	77,094	99,628	54,897	85,294
144-63-6302	1090M	MEDICAL INS - MANAGEMENT	-	-	-	15,215
144-63-6302	1091	DENTAL INS - FT EMPLOYEES	4,126	6,307	2,867	6,307
144-63-6302	1092	VISION INS - FT EMPLOYEES	807	970	598	970

HOUSING AND NEIGHBORHOOD DEVELOPMENT ADVANCES TO HOUSING AUTHORITY

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
144-63-6302	1095	MEDICAL INS - RETIREES	24,257	25,600	24,640	25,300
144-63-6302	1097	WORKER'S COMPENSATION	3,360	4,960	5,040	8,967
144-63-6302	1098	OPEB-FUTURE FTE RETIREES	18,400	18,400	18,400	18,400
144-63-6302	1999	ALLOCATED PAYROLL	-	(514,002)	-	-
PERSONNEL EXPENDITURES:			606,732	190,170	463,787	717,342
144-63-6302	2050	PUBLICATIONS	1,406	1,500	1,500	1,500
144-63-6302	2055	LEGAL ADVERTISING	148	3,000	2,500	3,000
144-63-6302	2069	CONTRACT SVC/PROJECTS	-	10,000	-	10,000
144-63-6302	2080	CONTRACT SVC/NON-CLASS	35,434	36,500	36,500	36,500
144-63-6302	2083	CONTRACT SVC/SIGNING BONUS	-	50,000	-	-
144-63-6302	2086	LEGAL SERVICES	7,964	6,000	6,000	6,000
144-63-6302	2110	CONFERENCES & MEETINGS	316	4,000	1,000	4,000
144-63-6302	2111	MEMBERSHIPS	1,905	2,200	2,200	2,200
144-63-6302	2130	OFFICE EQUIPMENT MAINTENANCE	700	900	500	900
144-63-6302	2140	OFFICE SUPPLIES	9,276	8,000	6,000	8,000
144-63-6302	2141	POSTAGE	4,428	10,000	6,000	10,000

HOUSING AND NEIGHBORHOOD DEVELOPMENT ADVANCES TO HOUSING AUTHORITY

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
144-63-6302	2152	VEHICLE LEASE	-	-	-	9,821
144-63-6302	2170	SPECIAL MATERIALS & SUPPLIES	2,234	4,000	1,000	4,000
144-63-6302	2190	TELEPHONE & FAX	2,129	4,700	4,900	4,900
144-63-6302	2220	VEHICLE MTCE & SUPPLIES	6,447	6,100	4,688	6,410
144-63-6302	2225	VEHICLE MTCE - LEASED VEH	-	-	-	540
144-63-6302	2240	DUPLICATING SERVICE CHG	2,115	3,500	1,000	3,500
144-63-6302	2250	TRAINING EXPENSE	3,425	6,000	2,000	6,000
144-63-6302	2400	AUDIT FEES	3,050	3,110	1,500	3,170
144-63-6302	2490	BANK SERVICE CHARGE	1,636	600	1,000	700
OPERATING EXPENDITURES:			82,612	160,110	78,288	121,141
144-63-6302	3860	OFFICE EQUIPMENT	7,191	-	243	975
CAPITAL OUTLAY EXPENDITURES:			-	-	243	975
NHA - VOUCHER ASSISTANCE - ADMINISTRATION TOTAL:			696,536	350,280	542,317	839,458

Budget Program: The Successor Agency to the Norwalk Redevelopment Agency

Full Time Positions

Part Time Positions

Position Title	FY 20-21 Adopted Allocation	FY 21-22 Proposed Allocation	FY 20-21 Budgeted Salary	FY 21-22 Budgeted Salary	Position Title	FY 20-21 Adopted Hours	FY 21-22 Proposed Hours	FY 20-21 Number of PT Positions	FY 21-22 Number of PT Positions	FY 20-21 Budgeted Wages	FY 21-22 Budgeted Wages
City Manager/Executive Director (a)	0.18	0.18	49,474	50,204							
Director of Finance/City Treasurer (b)	0.20	0.20	32,875	32,873							
City Clerk (c)	0.05	0.05	8,219	8,219							
Controller/Deputy Treasurer (d)	0.10	0.10	13,733	13,734							
Director of Community Development (e)	0.15	0.15	23,770	23,482							
(a) 76% Admin, 1% CDBG, 5% Water											
(b) 59% Finance; 5% CDBG; 9% Water, 5% Prop C Admin, 1% Childcare, 1% Childcare - Stage 1											
(c) 95% City Clerk											
(d) 57% Finance, 10% Water; 10% CDBG; 8% Prop C Admin, 5% Sewer											
(e) 80% Community Development Administration, 5% CDBG											
TOTAL	0.68	0.68	128,071	128,512	TOTAL	-	-	-	-	-	-

ADVANCES TO THE SUCCESSOR AGENCY TO NORWALK REVELOPMENT AGENCY

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
145-63-6303	1020	REG SALARIES & WAGES	97,611	128,071	133,111	128,512
145-63-6303	1048	MEDICAL OPT-OUT-GEN. UNIT	641	-	911	-
145-63-6303	1049	BILINGUAL/CERTIFICATION PAY	-	-	59	-
145-63-6303	1052	AUTO ALLOWANCE	1,674	2,976	2,346	2,110
145-63-6303	1054	CELLPHONE ALLOWANCE	(4)	-	154	-
145-63-6303	1060	PAID SICK LEAVE	1,587	3,400	4,295	2,980
145-63-6303	1065	ACCRUED PAID VACATION	3,843	5,650	-	-
145-63-6303	1078	MANAGEMENT BENEFIT 401A	7,284	9,978	5,842	10,025
145-63-6303	1080	MEDICARE	1,541	2,234	2,127	2,188
145-63-6303	1081	MGMT BENEFIT/MEDICAL	1,786	3,975	3,463	7,322
145-63-6303	1083	PERS - EMPLOYER'S PORTION	30,332	43,846	44,596	47,026
145-63-6303	1085	LIFE INSURANCE	235	498	318	500
145-63-6303	1088	LONG TERM DISABILITY	992	1,294	1,349	1,298
145-63-6303	1090	MEDICAL INS - FT EMPLOYEES	7,308	12,599	6,176	-
145-63-6303	1090M	MEDICAL INS - MANAGEMENT	-	-	4,208	8,221
145-63-6303	1091	DENTAL INS - FT EMPLOYEES	530	796	746	620
145-63-6303	1092	VISION INS - FT EMPLOYEES	154	250	215	195
145-63-6303	1097	WORKER'S COMPENSATION	1,512	1,507	1,536	-
145-63-6303	1098	OPEB - FUTURE RETIREES	5,000	5,000	5,000	5,000
PERSONNEL EXPENDITURES:			162,026	222,074	216,452	215,998

ADVANCES TO THE SUCCESSOR AGENCY TO NORWALK REVELOPMENT AGENCY

BUDGET UNIT	ACCT	DESCRIPTION	FY 19-20 ACTUAL	FY 20-21 BUDGET	ESTIMATED ACTUAL FY 20-21	FY 21-22 ADOPTED BUDGET
145-63-6303	2080	CONTRACT SVC/NON-CLASS	10,000	4,100	7,500	4,100
145-63-6303	2240	DUPLICATING SERVICE CHG	41	200	30	200
145-63-6303	2400	AUDIT FEES	7,650	7,800	7,800	7,955
145-63-6303	2450	LIAB, FIRE & OTHER INS.	14,577	18,800	15,500	19,000
145-63-6303	2490	BANK SERVICES CHARGES	549	126	196	126
OPERATING EXPENDITURES:			37,218	31,026	31,026	31,381
ADVANCES TO SA-NRA ADMINISTRATION SUBTOTAL:			199,244	253,100	247,478	247,379
145-63-6303	3990	INTER-FUND TXF/OUT-(IN)	(199,244)	(253,100)	(247,478)	(247,379)
SA-NRA ADMINISTRATIVE ADVANCES FUND TOTAL:			-	-	-	-

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, Parking Structure, Measure M, and Measure R Special Revenue Funds.

Current Debt:

Norwalk Community Facilities Financing Authority Lease Revenue Refunding Bonds 2013 Series A

Issued: \$7,120,000 in May 2013	Outstanding Principal 6/30/21: \$ 3,865,000
	Interest \$ 544,412
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 6/30/21: \$ 3,860,000
	Interest \$ 384,000
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

Norwalk Community Facilities Financing Authority Measure M Bonds 2019 Series A

Issued: \$10,435,000 in July 2019

Purpose: To fund local street improvement projects

Debt Payments: Semi-annually in December and June for Interest, Principal paid in June

Outstanding Principal 6/30/21: \$ 9,370,000
Interest \$ 3,267,550

Maturity Date: June 2034

Norwalk Community Facilities Financing Authority Measure R Bonds 2019 Series B

Issued: \$9,250,000 in July 2019

Purpose: To fund local street improvement projects

Debt payments: Semi-annually in December and June for Interest, Principal paid in June

Outstanding Principal 6/30/21: \$ 8,305,000
Interest \$ 2,894,550

Maturity Date: June 2034

CITY OF NORWALK Outstanding Debt Descriptions

Water Revenue Bonds 2013 Series A

Issued: \$9,395,000 in May 2013

Outstanding Principal 6/30/21: \$ 7,880,000
Interest \$ 3,981,100

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 6/30/21: \$ 3,700,562
Interest \$ 1,219,631

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

AB 1290	Portion of tax increment revenues generated by properties within the redevelopment agency boundary.
Business License Tax	Tax on businesses for the privilege of conducting business within the city.
Citizens Option for Public Safety (COPS)	Revenue granted from the state General fund for supplemental public safety services. (Special Revenue Fund)
Fees, Charges and Rates	Fees comprise a broad category of locally imposed revenues generally intended to recover all or a portion of government's cost for providing a service or access to public property, or for mitigating the impacts of the fee payer's activities on the community. Revenues from all charges for specific services provided by the City such as engineering and plan check, recreation fees, facility use fees, regulatory fees, etc.
Fines, Forfeitures, and Penalties	Revenues received from the City's allocation of fines and penalties imposed by the courts for vehicle code and other statutory violations.
Franchise Taxes	Taxes levied by the City upon private companies for the use of City property or granting special franchises. City imposes franchise taxes on Cable TV, Solid Waste, Electric, Gas, Water and Oil Companies.
Interest Income	Interest generated from the City's investments.
License and Permits	Licenses or permits are issued to regulate activities within the City, such as animal licensing, special event permits, etc.
Measure P	Revenue received from 0.75% additional local sales tax, approved by the voter on March 3, 2020.

Measure M	Percentage of Sales Tax dedicated to transportation related improvements. (Special Revenue Fund)
Measure R	Percentage of Sales Tax dedicated to transportation related improvements. (Special Revenue Fund)
Motor Vehicle License Fee	Based on the market value of a vehicle, the Motor Vehicle License Fee (VLF) is a state imposed tax for the privilege of operating the vehicle on public streets.
Motor Vehicle Fuel Tax (Highway User Tax, Gasoline Excise Tax)	An 18 cent per gallon tax on fuel used to propel motor vehicle or aircraft. The State Controller's Office collects and allocates the revenues, and audits the use of the revenues, which are restricted research, planning, construction, improvement, maintenance and operation of public streets and highways.
No/Low Property Tax	Designation as a result of city receiving no share of the property tax.
PEG	Revenue received from Cable TV companies for Public-Educational-Government Access (PEG) television
Property Taxes	Revenues received as a result of taxes levied on real estate and personal property.
Property Tax in Lieu of VLF	Revenues received as a result of local Vehicle License Fee revenues for additional shares of the property tax as a part of state-local budget agreement. Under this arrangement the VLF rate was reduced from 2% to 0.65%. The reduction in VLF revenue to cities and counties was replaced with a like amount of property taxes, dollar-for-dollar.

Highway User Tax Section 2103 (formerly Proposition 42 Transportation Congestion Relief Fund)

Portions of Highway User Tax – an excise tax dedicated to streets, traffic and transportation maintenance and improvement.

Sales and Use Tax

A tax imposed on the total retail price of any tangible personal property and the use or storage of such property when sales tax is not paid.

State Mandate Reimbursement

State reimbursement to cities for programs and services mandated by state.

Real Property Transfer Taxes

Tax imposed on the transfer of ownership in real estate. Real property transfer tax imposes a tax on the purchaser of real property based upon the value of the property.

Road Maintenance Rehabilitation Account

Revenues from Vehicle Registration Tax and portion of Fuel Taxes distributed to local governments for local street and road improvement

Transient Occupancy Taxes

Tax imposed on individuals renting accommodations in hotels, motels, inn etc.

Use of Money and Property

Revenues received from the rental of land, buildings, equipment and interest from investment of City funds.

Utility User Tax

Tax imposed on the use of, telephone services and the consumption of electricity and gas.

Glossary

A

Actual - Amount paid for expenditures for the fiscal year.

Adopted Budget - The new allocation of expenditures and revenues for the fiscal year as approved by the City Council.

Air Quality Improvement (AQMD) Fund - A fund which accounts for monies received from AQMD, which are used to improve air quality. (A special revenue fund.)

Allocations – A part of a lump-sum appropriation which is designated for expenditure by specific organization units and/or for special purposes, activities or objects.

Appropriation - A legal authorization granted by the City Council to expend monies, and incur obligation for specific purposes.

American Rescue Plan Act (ARPA) - Emergency funding for eligible state, local, territorial, and Tribal governments to respond to the COVID-19 emergency and bring back jobs.

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.)

CARES Act - Coronavirus Aid, Relief, and Economic Security Act – economic stimulus bill passed by congress on March 27,2020.

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.

Coronavirus Aid, Relief, and Economic Security Act (CARES Act) - economic stimulus bill passed by congress on March 27,2020.

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 Fee - Fee collected 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.)

I

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.)

L

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

Measure M - This fund accounts for revenues received from the County from the one-half cent tax authorized by Measure "M". Expenditures are restricted to improve traffic flow and safety.

Measure P - $\frac{3}{4}$ cent local sales tax approved by voters on March 3, 2020, effective July 1, 2020

Measure R - This fund accounts for mainly revenues and monies spent on critical transit and highway projects.

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.

OPEB – Other Post-Employment Benefits

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.

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

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.

Successor to Redevelopment Agency - The agency providing oversight for the redevelopment process in the City and is governed by the City Council.

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.