



**Proposed Budget FY 2020 – 2021**

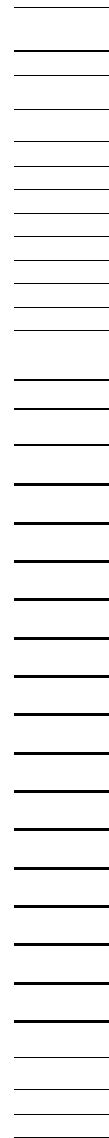
**City of Santa Fe Springs**





# **FY 2020-21 PROPOSED Budget**

# Fiscal Year 2020-21 Proposed Budget



Santa Fe Springs City Council

**William K. Rounds**  
Mayor

**John Mora**  
Mayor Pro Tem

**Annette Rodriguez**  
Councilmember

**Juanita Trujillo**  
Councilmember

**Joe Angel Zamora**  
Councilmember

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# Sources and Uses of Funds

FY 2019-20 Final Estimates & FY 2020-21 Proposed Budget						
	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Manager Recommended FY 2020-21	Manager Recommended FY 20-21 vs. Final Estimate FY 19-20 Variance	
					\$	%
<b>Sources</b>						
Estimated General Revenues	\$ 52,837,291	\$ 60,219,500	\$ 56,223,500	\$ 54,809,500	\$ (1,414,000)	-2.5%
Total Sources	52,837,291	60,219,500	56,223,500	54,809,500	(1,414,000)	-2.5%
<b>Uses</b>						
Department Expenditures	44,891,205	50,705,700	48,995,600	52,607,350	3,611,750	7.4%
Non-Recurring Expenditures	643,482	1,219,500	1,249,900	1,287,900	38,000	3.0%
Vehicle/Equipment Acquisition	-	-	-	-	-	0.0%
Capital Improvement Program Funding	3,800,000	2,800,000	2,800,000	2,800,000	-	0.0%
Total Uses	49,334,687	54,725,200	53,045,500	56,695,250	3,649,750	6.9%
<b>Operating Surplus / (Deficit)</b>	<b>\$ 3,502,604</b>	<b>\$ 5,494,300</b>	<b>\$ 3,178,000</b>	<b>\$ (1,885,750)</b>	<b>\$ (5,063,750)</b>	<b>-159.3%</b>

# Fund Balance

FY 2019-20 Final Estimates & FY 2020-21 Proposed Budget							
	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Manager Recommended FY 2020-21	Manager Recommended FY 20-21 vs. Final Estimate FY 19-20 Variance		
					\$	%	
<b>Fund Balance:</b>							
Beginning Unassigned Fund Balance	\$ 21,730,547	\$ 22,656,773	\$ 22,656,773	\$ 22,749,573	\$ 92,800	0.4%	
<b>Operating Surplus / (Deficit)</b>	3,502,604	5,494,300	3,178,000	(1,885,750)	(5,063,750)	-159.3%	
<b>Fund Transfers:</b>							
Equipment Replacement	(1,435,000)	(950,000)	(950,000)	-	950,000	-100.0%	
Insurance Stabilization Fund	(468,700)	-	-	-	-	0.0%	
Employee Benefits Fund	(740,000)	(135,200)	(135,200)	-	135,200	-100.0%	
Capital Improvement Program Funding	(750,000)	(750,000)	(750,000)	-	750,000	-100.0%	
<b>Other Changes in Fund Balance:</b>							
Loan Repayment	6,434,687	-	-	-	-	0.0%	
Changes in Nonspendable Fund Balance	302,635	-	-	-	-	0.0%	
Unfunded Liability Contributions Reserve	(3,225,000)	(750,000)	(750,000)	-	750,000	-100.0%	
Economic Contingency Reserve	(2,695,000)	(500,000)	(500,000)	-	500,000	-100.0%	
Change in Fund Balance	926,226	2,409,100	92,800	(1,885,750)	(1,978,550)	-2132.0%	
<b>Ending Unassigned Fund Balance</b>	<b>\$ 22,656,773</b>	<b>\$ 25,065,873</b>	<b>\$ 22,749,573</b>	<b>\$ 20,863,823</b>	<b>\$ (1,885,750)</b>	<b>-8.3%</b>	

# Revenue Summary

## 2020-21 Proposed Budget

Account		Revenue Source	Manager Rec. FY 20-21 vs. Final Estimate FY19-20						
Legacy	New		Actual	Midyear Budget	Final Estimate	Manager Recommended	Variance		
			FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	\$	%	
<u>Taxes</u>									
0110	411010	Property	\$ 2,522,120	\$ 2,610,000	\$ 2,203,000	\$ 2,250,000	\$ 47,000	2.1%	
0145	411020	Property - Pass Thru to City	1,716,277	1,350,000	1,350,000	1,350,000	-	0.0%	
0155	411060	Utility User's	6,517,423	6,300,000	5,985,000	6,100,000	115,000	1.9%	
0160	411030	Sales & Use	28,163,231	28,000,000	26,500,000	25,400,000	(1,100,000)	-4.2%	
	411035	Transactions & Use	3,044,712	12,000,000	10,700,000	10,270,000	(430,000)	-4.0%	
0165	411500	Transient Occupancy	145,661	166,000	149,000	149,000	-	0.0%	
0170	411040	Franchise	3,223,128	3,278,000	3,150,000	3,000,000	(150,000)	-4.8%	
0175	411050	Business Operations	809,542	805,000	765,000	765,000	-	0.0%	
0180	411530	Property Transfer	349,047	253,000	253,000	253,000	-	0.0%	
0185	411510	Oil Well	152,020	154,000	135,000	135,000	-	0.0%	
0186	411520	Barrel	266,957	350,000	280,000	280,000	-	0.0%	
Total Taxes			46,910,118	55,266,000	51,470,000	49,952,000	\$ (1,518,000)	-2.9%	
<u>Use of Money &amp; Property</u>									
0410	415200	Interest Earnings	943,561	450,000	450,000	450,000	-	0.0%	
	415210	Realized Gains/Loss on Inv	(95,572)	-	-	-	-	N/A	
	415220	Unrealized Gains/Loss on Inv	1,059,031	-	-	-	-	N/A	
0420	415300	Rentals	142,654	291,500	291,500	291,500	-	0.0%	
0430	415310	Ground Lease	657,416	710,000	710,000	710,000	-	0.0%	
0430	415320	Development	213,489	306,000	306,000	306,000	-	0.0%	
Total Use Of Money & Property			2,920,579	1,757,500	1,757,500	1,757,500	\$ -	0.0%	
<u>State Subventions</u>									
0530	415100	Vehicle In Lieu Taxes	1,960,317	1,996,000	1,896,000	1,900,000	4,000	0.2%	
Total State Subventions			1,960,317	1,996,000	1,896,000	1,900,000	\$ 4,000	0.2%	
<u>Other</u>									
0660	415900	Other	46,276	200,000	100,000	200,000	100,000	0.0%	
0850	415330	Water Utility Lease Payment	1,000,000	1,000,000	1,000,000	1,000,000	-	0.0%	
Total Other			1,046,276	1,200,000	1,100,000	1,200,000	\$ 100,000	9.1%	
Total General Fund			\$ 52,837,291	\$ 60,219,500	\$ 56,223,500	\$ 54,809,500	(1,414,000)	-2.5%	



# Department Summaries



## FY 2019-20 Final Estimates & FY 2020-21 Proposed Budget

### Summary By Department

Activity Name	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Manager Recommended FY 2020-21
<b>Operating Expenditures</b>				
General Government	\$ 2,081,260	\$ 2,334,200	\$ 2,339,800	\$ 2,508,200
Finance and Administrative Services	3,054,668	3,707,600	3,700,700	3,932,700
Police Services	10,934,969	11,929,800	11,848,800	12,403,300
Fire-Rescue	16,233,450	17,788,600	16,303,000	17,539,050
Planning and Community Development	507,463	617,900	799,200	1,213,900
Public Works				
Engineering	469,690	786,300	491,100	893,300
Maintenance	6,116,359	7,262,800	7,097,800	7,536,700
Community Services				
Administration	640,169	759,000	733,600	791,000
Parks and Recreation Services	2,006,504	2,134,700	2,235,100	2,262,400
Library and Cultural Services	1,649,561	1,906,800	1,861,600	1,949,900
Family and Human Services	1,197,113	1,478,000	1,584,900	1,576,900
<b>Total</b>	<b>\$ 44,891,205</b>	<b>\$ 50,705,700</b>	<b>\$ 48,995,600</b>	<b>\$ 52,607,350</b>

# Department Summaries



## FY 2019-20 Final Estimates & FY 2020-21 Proposed Budget

### Summary By Department

Activity Name	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Manager Recommended FY 2020-21
<b>Operating Expenditures</b>				
General Government	\$ 2,081,260	\$ 2,334,200	\$ 2,339,800	\$ 2,508,200
Finance and Administrative Services	3,054,668	3,707,600	3,700,700	3,929,000
Police Services	10,934,969	11,929,800	11,848,800	12,403,300
Fire-Rescue	16,233,450	17,788,600	16,303,000	17,539,050
Planning and Community Development	507,463	617,900	799,200	1,213,900
Public Works				
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Maintenance	6,116,359	7,262,800	7,097,800	7,536,700
Community Services				
Administration	640,169	759,000	733,600	791,000
Parks and Recreation Services	2,006,504	2,134,700	2,235,100	2,262,400
Library and Cultural Services	1,649,561	1,906,800	1,861,600	1,949,900
Family and Human Services	1,197,113	1,478,000	1,584,900	1,576,900
<b>Total</b>	<b>\$ 44,891,205</b>	<b>\$ 50,705,700</b>	<b>\$ 48,995,600</b>	<b>\$ 52,603,650</b>

# Special Revenue Funds

## Sources and Uses of Funds



Fiscal Year 2019-20 Final Estimate								
Activity Name	State Gas Tax Fund	State Road Maint (SB1)	County Transit Tax Funds	Lighting Maintenance District Fund	Art in Public Places Fund	Heritage Art Education Endowment Fund	Transportation Crt Parking Lot Fund	
Beginning Fund Balance	\$ 147,701	\$ 52,996	\$ 2,639,087	\$ 157,692	\$ 969,069	\$ 441,957	\$ 26,000	
<b>Sources</b>								
Estimated Revenues	465,100	336,400	1,050,000	170,000	415,000	-	12,000	
<b>Uses</b>								
Transfer to General Fund*	228,000	-	685,200	183,000	395,600	-	-	
Transfer to CIP*	400,500	290,738	661,923	-	-	-	-	
Program Expenditures	-	-	-	-	-	-	-	
Total Uses	628,500	290,738	1,347,123	183,000	395,600	-	-	
<b>Ending Fund Balance</b>	<b>\$ (15,699)</b>	<b>\$ 98,658</b>	<b>\$ 2,341,964</b>	<b>\$ 144,692</b>	<b>\$ 988,469</b>	<b>\$ 441,957</b>	<b>\$ 38,000</b>	

\* Transferred to various activities within the General Fund to offset eligible costs.

# Special Revenue Funds

## Sources and Uses of Funds



Fiscal Year 2019-20 Final Estimate (Continued)						
Activity Name	Community Development Block Grant Fund	Air Quality Improvement Fund	Supplemental Law Enforcement Fund	Public Safety Augmentation Fund	Waste Management Fund	Measure W Stormwater Municipal Fund
Beginning Fund Balance	\$ -	\$ 152,050	\$ 98,923	\$ -	\$ 992,382	\$ -
<b>Sources</b>						
Estimated Revenues	16,500	17,500	110,000	185,000	1,850,000	-
<b>Uses</b>						
Transfer to General Fund*	-	-	155,900	185,000	1,821,100	-
Transfer to CIP*	-	-	-	-	-	-
Program Expenditures	<u>16,500</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Uses	<u>16,500</u>	<u>-</u>	<u>155,900</u>	<u>185,000</u>	<u>1,821,100</u>	<u>-</u>
<b>Ending Fund Balance</b>	<u>\$ -</u>	<u>\$ 169,550</u>	<u>\$ 53,023</u>	<u>\$ -</u>	<u>\$ 1,021,282</u>	<u>\$ -</u>

\* Transferred to various activities within the General Fund to offset eligible costs.

[illegible]

\* Transferred to various activities within the General Fund to offset eligible costs.



# Special Revenue Funds

## Sources and Uses of Funds



Fiscal Year 2020-21 Proposed Budget (Continued)						
Activity Name	Community Development Block Grant Fund	Air Quality Improvement Fund	Supplemental Law Enforcement Fund	Public Safety Augmentation Fund	Waste Management Fund	Measure W Stormwater Municipal Fund
Beginning Fund Balance	\$ -	\$ 169,550	\$ 53,023	\$ -	\$ 1,021,282	\$ -
<b>Sources</b>						
Estimated Revenues	16,500	17,500	150,000	186,500	1,800,000	1,400,000
<b>Uses</b>						
Transfer to General Fund*	-	-	100,000	186,500	1,913,300	-
Transfer to CIP*	-	-	-	-	-	-
Program Expenditures	16,500	-	-	-	-	-
Total Uses	16,500	-	100,000	186,500	1,913,300	-
Surplus / (Deficit)	-	17,500	50,000	-	(113,300)	1,400,000
<b>Ending Fund Balance</b>	<b>\$ -</b>	<b>\$ 187,050</b>	<b>\$ 103,023</b>	<b>\$ -</b>	<b>\$ 907,982</b>	<b>\$ 1,400,000</b>

\* Transferred to various activities within the General Fund to offset eligible costs.

# Internal Service Funds

## Sources and Uses of Funds



Fiscal Year 2019-20 Final Budget					
Activity Name	General Equipment Replacement Fund	Environmental Fines Capital Fund	Fire Equipment Replacement Fund	Insurance Stabilization Fund	Employee Benefits Fund
Estimated Beginning Fund Balance	\$ 2,176,034	\$ 202,608	\$ 228,196	\$ 903,200	\$ 1,442,585
<b>Sources</b>					
Transfer from General Fund	950,000	-	-	-	135,200
<b>Uses</b>					
Transfer to General Fund:					
8000 - Vehicle Acquisition/Replacement	599,900	-	-	-	-
9000 - Non-Recurring	43,000	-	-	-	-
Total Uses	642,900	-	-	-	-
Surplus / (Deficit)	307,100	-	-	-	135,200
<b>Estimated Ending Fund Balance</b>	<b>\$ 2,483,134</b>	<b>\$ 202,608</b>	<b>\$ 228,196</b>	<b>\$ 903,200</b>	<b>\$ 1,577,785</b>

# Internal Service Funds

## Sources and Uses of Funds



Fiscal Year 2020-21 Proposed Budget					
Activity Name	General Equipment Replacement Fund	Environmental Fines Capital Fund	Fire Equipment Replacement Fund	Insurance Stabilization Fund	Employee Benefits Fund
Estimated Beginning Fund Balance	\$ 2,483,134	\$ 202,608	\$ 228,196	\$ 903,200	\$ 1,577,785
<b>Sources</b>					
Transfer from General Fund	-	-	-	-	-
<b>Uses</b>					
Transfer to General Fund:					
8000 - Vehicle Acquisition/Replacement	1,281,000	-	-	-	-
9000 - Non-Recurring	43,000	-	-	-	-
Total Uses	1,324,000	-	-	-	-
Surplus / (Deficit)	(1,324,000)	-	-	-	-
<b>Estimated Ending Fund Balance</b>	<b>\$ 1,159,134</b>	<b>\$ 202,608</b>	<b>\$ 228,196</b>	<b>\$ 903,200</b>	<b>\$ 1,577,785</b>



# Expenditure Detail



This section contains detailed expenditure information for each department or area broken down into separate activities. A list of the departments is shown below. The following page illustrates a chart showing how the departments are organized.

- ◆ General Government
- ◆ Finance and Administrative Services
- ◆ Police Services
- ◆ Fire
- ◆ Planning and Development
- ◆ Public Works
- ◆ Community Services
- ◆ Capital Improvement Projects
- ◆ Non-Recurring
- ◆ Equipment Acquisitions / Fund Transfers



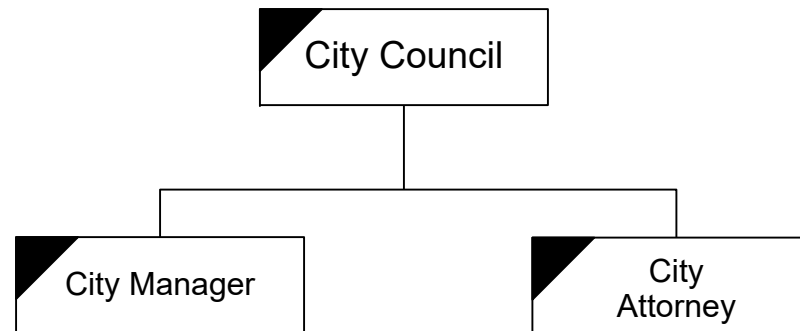
# GENERAL GOVERNMENT



The General Government area is a combination of various elected, administrative, and community promotions components. The City Council is composed of five members who are elected by the voters of Santa Fe Springs to four-year, overlapping terms. Each year, the City Council selects a Mayor and a Mayor Pro-Tem from among its members whose responsibilities are to chair Council meetings, attest to the official actions of the City, and otherwise represent the City. The City Attorney provides legal advice to the City Council, City commissions, and departments. She reviews all formal City documents for legal correctness and validity, as well as represents the City in court litigation as necessary.

The City Manager provides direct staff support to the City Council and is responsible for implementing City Council policy. The City Manager directs the operation of all City departments through department heads and makes recommendations to the City Council. The City Manager, without the benefit of a department head, directly oversees the City Clerk.

Below is a chart showing the department's activities. More detailed information is available on the following pages:



- City Clerk
- Community Organization Support
- Community Promotion

# General Government



## FY 2019-20 Final Estimates & FY 2020-21 Budget

### Department Summary

Activity		Actual	Mid-Year	Final	Manager
Number	Name	FY 2018-19	Budget FY 2019-20	Estimate FY 2019-20	Recommended FY 2020-21
1100	City Council	\$ 513,125	\$ 496,200	\$ 496,700	\$ 510,500
1200	City Clerk	287,030	254,000	254,000	359,700
1300	City Attorney	154,279	190,300	190,300	190,300
2100	City Manager	589,608	737,300	737,800	776,300
2120	Community Organization Support	176,775	215,300	215,300	215,300
4600	Community Promotion	360,443	441,100	445,700	456,100
Department Totals		<u>\$ 2,081,260</u>	<u>\$ 2,334,200</u>	<u>\$ 2,339,800</u>	<u>\$ 2,508,200</u>

# General Government



Revised FY 2019-20 & FY 2020-21					
Position Summary					
Full-Time Positions	FY 2019-20	Revised FY 2019-20	Change + or (-)	FY 2020-21	Change + or (-)
City Manager	1	1	-	1	-
City Clerk	1	1	-	1	-
City Clerk Technician	1	1	-	1	-
Secretary to City Manager and City Council	1	1	-	1	-
Senior Management Assistant	1	1	-	1	-
Public Relations Specialist	1	1	-	1	-
Total Number of Full-Time Positions	6	6	-	6	-
<u>Part-Time Non-Benefitted Hours</u>					
Total Number of Hours	1,300	1,300	-	1,300	-

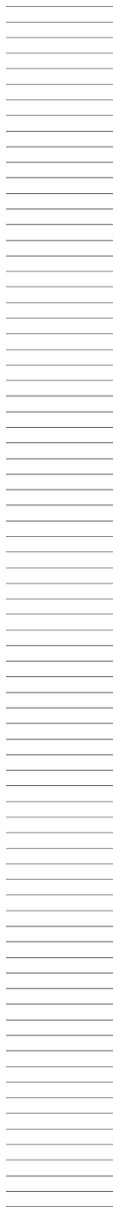
# City Council (1100)



The City Council is the legislative body of the City government. It is responsible for setting general and specific municipal policy, passing ordinances and resolutions, appropriating funds, reviewing and monitoring municipal administration, prescribing and adopting the City's budgets, establishing water and refuse collection rates, and other general tax and service rates, establishing a zoning plan for the City, appointing special citizen advisory committees, and fulfilling a variety of other duties prescribed by State Government Code.

The City Council conducts public meetings for the purpose of taking formal actions and reviewing staff reports on specific issues. It provides liaison to elected representatives of the state and federal government, and represents the City at formal public events.

In addition, the City Council approves all appointments to City commissions, presents proclamations and special awards, approves specialized permit requests, appoints the City Manager and City Attorney, and approves the City's budget.

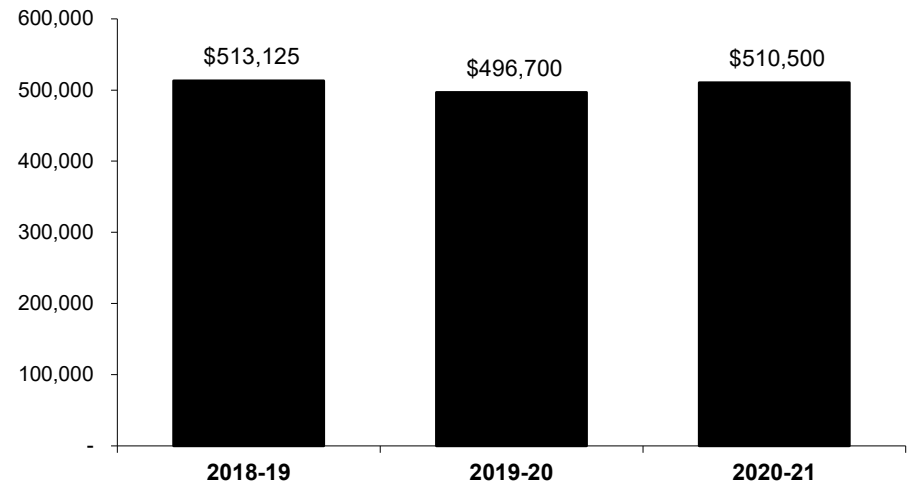


## Activity Summary



	Actual	Final	Manager
	FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$ 352,879	309,200	322,800
Maintenance and Operations	160,246	187,500	187,700
Applied Revenues	-	-	-
Activity Total	\$ 513,125	496,700	510,500

## Fiscal Year Comparisons



**City Council (1100)**  
**(NEW ORG CODE:10101110)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111A	510010	CC - Regular Salaries	\$ 58,023	\$ 58,300	\$ 58,300	\$ -	\$ 58,300
111B	510010	CM - Regular Salaries	57,461	47,200	47,200	-	50,500
115P	510020	CM - PT Salaries	927	-	-	-	-
119A	512310	CC - Applied Benefits	140,164	117,600	117,600	-	120,100
119B	512310	CM - Applied Benefits	96,303	86,100	86,100	-	93,900
		Total Salaries and Benefits	352,879	309,200	309,200	-	322,800
2200	521000	Supplies	2,219	2,500	2,500	-	2,500
3400	534000	Telephone	-	100	-	(100)	-
4210	540030	Travel and Meetings	45,790	50,000	50,000	-	50,000
4220	540010	Memberships	-	200	1,000	800	1,000
4400	542050	Contractual Services	103,237	125,200	125,000	(200)	125,200
9300	592000	Equipment Usage	9,000	9,000	9,000	-	9,000
		Total Maintenance and Operations	160,246	187,000	187,500	500	187,700
		<b>- Activity Total -</b>	<b>\$ 513,125</b>	<b>\$ 496,200</b>	<b>\$ 496,700</b>	<b>\$ 500</b>	<b>\$ 510,500</b>

\*

\* Additional detail on following page(s)



**City Council (1100) - Account Number Detail**

<b><u>Acct #4400</u></b>	<b><u>Mid-Year</u></b>	<b><u>Final</u></b>	
	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
City Audit/Agreed Upon Procedures	\$ 66,000	\$ 66,000	\$ 66,000
Legislative Representative	30,200	30,200	30,200
Annual Financial Report	13,000	13,000	13,000
Council Goal Setting	10,000	10,000	10,000
Special Events	<u>6,000</u>	<u>6,000</u>	<u>6,000</u>
	\$ 125,200	\$ 125,200	\$ 125,200

# City Clerk (1200)

The City Clerk plays a critical role in the decision-making process of the City Council. As the key staff for City Council meetings, the Clerk prepares the agenda, verifies legal notices are posted or published, and completes the necessary arrangements to ensure an effective meeting, consistent with local, state and federal rules and regulations. The Clerk is entrusted with the responsibility of recording the decisions of the City Council.

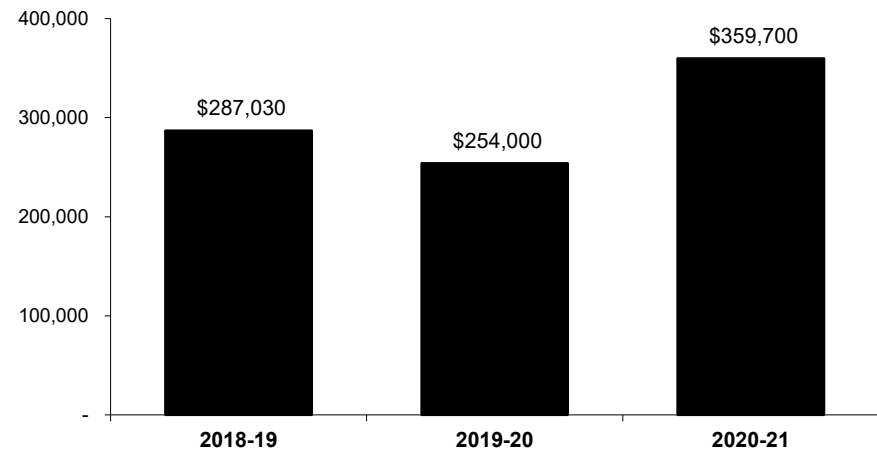
The City Clerk administers Federal, State, and Local procedures through which local government representatives, the City Council, are selected. The Clerk assists candidates in meeting their legal responsibilities before, during, and after an election. From election pre-planning to certification of election results, and filing of final campaign disclosure documents, the City Clerk assists in the process.

The City Clerk also oversees the preservation and protection of the public record. By law, the Clerk is required to maintain and index the Minutes, Ordinances, and Resolutions adopted by the City Council. The Clerk also maintains the City's Municipal Code, and ensures that other municipal records are readily accessible to the public.

## Activity Summary

	Actual	Final	Manager
	FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$ 225,612	203,800	238,000
Maintenance and Operations	63,682	51,000	121,700
Applied Revenues	(2,264)	(800)	-
Activity Total	<u>\$ 287,030</u>	<u>254,000</u>	<u>359,700</u>

## Fiscal Year Comparisons



**City Clerk (1200)**  
**(NEW ORG CODE:10101115)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111B	510010	CM - Regular Salaries	\$ 78,592	\$ 80,000	\$ 80,000	\$ -	\$ 93,700
114B	510040	CM - OT Pay	132	-	-	-	-
115P	510040	CM - PT Pay	1,525	-	-	-	-
119B	512310	CM - Applied Benefits	145,258	123,800	123,800	-	144,300
119P	512310	CM - PT Applied Benefits	105	-	-	-	-
		Total Salaries and Benefits	225,612	203,800	203,800	-	238,000
2200	521000	Supplies	3,020	4,000	4,000	-	4,000
4100	542010	Advertising	3,126	1,300	1,300	-	2,000
4210	540030	Travel and Meetings	147	2,000	2,000	-	2,000
4220	540010	Memberships	1,109	600	1,400	800	1,400
4250	540020	Training	2,814	4,300	4,300	-	4,300
4400	542050	Contractual Services	50,722	38,000	38,000	-	38,000
4900	544020	Intergovernmental Charges	2,745	-	-	-	70,000
		Total Maintenance and Operations	63,682	50,200	51,000	800	121,700
BH00	470090	Miscellaneous Fees	(2,264)	-	(800)	(800)	-
		Total Applied Revenues	(2,264)	-	(800)	(800)	-
		<b>- Activity Total -</b>	<b>\$ 287,030</b>	<b>\$ 254,000</b>	<b>\$ 254,000</b>	<b>\$ -</b>	<b>\$ 359,700</b>

\* Additional detail on following page(s)

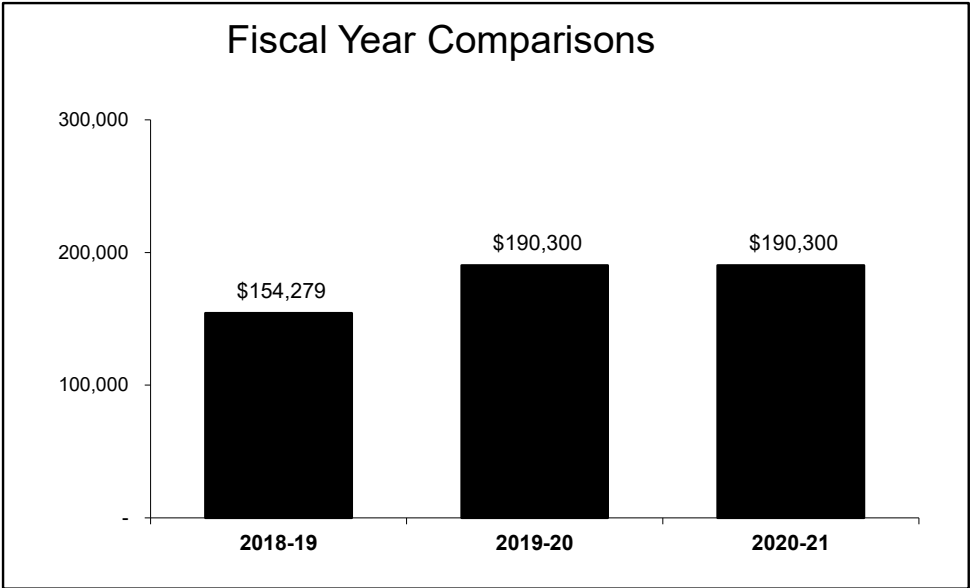
**City Clerk (1200) - Account Number Detail**

<b><u>Acct #2200</u></b>	<b><u>Mid-Year FY 2019-20</u></b>	<b><u>Final FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
General Office	\$ 500	\$ 500	\$ 500
Election Supplies	1,000	1,000	1,000
Records Retention Supplies	<u>2,500</u>	<u>2,500</u>	<u>2,500</u>
	\$ 4,000	\$ 4,000	\$ 4,000
<b><u>Acct #4400</u></b>	<b><u>Mid-Year FY 2019-20</u></b>	<b><u>Final FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Records Retention & Management Services	25,000	25,000	25,000
City Code	3,000	3,000	3,000
Equipment Maintenance	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
	\$ 38,000	\$ 38,000	\$ 38,000
<b><u>Acct #4900</u></b>	<b><u>Mid-Year FY 2019-20</u></b>	<b><u>Final FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
L.A. County - Municipal Election	\$ -	\$ -	\$ 70,000
	\$ -	\$ -	\$ 70,000

# City Attorney (1300)

The City Attorney, as chief legal advisor to the City, renders advice to the City Council, City Commissions and Committees, and to City officers and employees, as well as performs legal services for the City with the exception of criminal prosecutions, which are handled by the District Attorney of Los Angeles County under contract with the City.

Activity Summary			
	Actual	Final	Manager
	FY 2018-19	Est. FY 2019-20	Recommended FY 2019-20
Salaries and Benefits	\$ -	-	-
Maintenance and Operations	154,279	190,300	190,300
Applied Revenues	-	-	-
Activity Total	\$ 154,279	190,300	190,300





**City Attorney (1300)**  
**(NEW ORG CODE:10101120)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
4400	542050	Contractual Services	<u>154,279</u>	<u>190,300</u>	<u>190,300</u>	-	<u>190,300</u>
		Total Maintenance and Operations	154,279	190,300	190,300	-	190,300
		<b>- Activity Total -</b>	<u>\$ 154,279</u>	<u>\$ 190,300</u>	<u>\$ 190,300</u>	<u>\$ -</u>	<u>\$ 190,300</u>

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\* Additional detail on following page(s)

**City Attorney (1300) - Account Number Detail**

<b><u>Acct #4400</u></b>	<b><u>Mid-Year FY 2019-20</u></b>	<b><u>Final FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
City Attorney - Litigation	\$ 25,000	\$ 25,000	\$ 25,000
City Attorney - Contract	90,300	90,300	90,300
City Attorney - Cannabis Regulation	35,000	35,000	35,000
City Prosecutor - Litigation	10,000	10,000	10,000
Legal Services - Miscellaneous	20,000	20,000	20,000
Legal Services - Environmental	<u>10,000</u>	<u>10,000</u>	<u>10,000</u>
	\$ 190,300	\$ 190,300	\$ 190,300

# City Manager (2100)

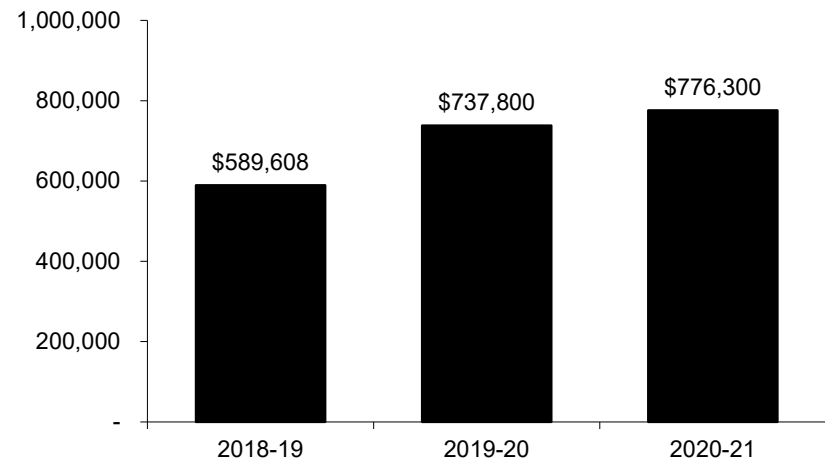
The City Manager provides direct staff support to the City Council and is responsible for implementing City Council policy. The City Manager directs the operation of all City departments through the Executive Team and makes recommendations to the City Council. The City Manager, in conjunction with the Director of Finance and Administrative Services, prepares and recommends an annual budget to the City Council, provides reports, analyses data, and presents other information to the City Council as necessary. The City Manager also represents the City in legislative actions, legal service functions and provides leadership for the entire organization.

This activity is also responsible for a variety of research, analysis, project coordination and legislative liaison activities, as well as assisting in policy development, grant seeking and government relations initiatives. It serves as the City's state and federal government liaison to assist state and federal legislators, staffs, and agencies in promoting and implementing the City's legislative interests and policies.

## Activity Summary

		Actual	Final	Manager
		FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$	539,267	659,100	697,600
Maintenance and Operations		50,340	78,700	78,700
Applied Revenues		-	-	-
Activity Total	\$	<u>589,608</u>	<u>737,800</u>	<u>776,300</u>

## Fiscal Year Comparisons



**City Manager (2100)**  
**(NEW ORG CODE:10101125)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111B	510010	CM - Regular Salaries	\$ 207,886	\$ 240,200	\$ 240,200	\$ -	\$ 249,500
114B	510040	CM - OT Pay	113	-	-	-	-
115P	510020	CM - PT Salaries	3,867	15,100	15,100	-	15,100
115U	510020	CS Rec - PT Salaries	82	-	-	-	-
119B	512310	CM - Applied Benefits	326,656	402,700	402,700	-	431,900
119P	512310	CM - PT Applied Benefits	631	1,100	1,100	-	1,100
119U	512310	CS Rec - PT Applied Benefits	32	-	-	-	-
		Total Salaries and Benefits	539,267	659,100	659,100	-	697,600
2200	521000	Supplies	10,375	10,000	10,000	-	10,000
3400	534000	Telephone	1,546	1,500	1,500	-	1,500
4210	540030	Travel and Meetings	16,893	15,000	15,000	-	15,000
4220	540010	Memberships	3,673	3,300	3,800	500	3,800
4250	540020	Training	149	2,900	2,900	-	2,900
4400	542050	Contractual Services	9,704	37,500	37,500	-	37,500
9300	592000	Equipment Usage	8,000	8,000	8,000	-	8,000
		Total Maintenance and Operations	50,340	78,200	78,700	500	78,700
		<b>- Activity Total -</b>	<b>\$ 589,608</b>	<b>\$ 737,300</b>	<b>\$ 737,800</b>	<b>\$ 500</b>	<b>\$ 776,300</b>

\* Additional details on following page(s)

**City Manager (2100) - Account Number Detail**

<b><u>Acct #4220</u></b>	<b>Mid-Year FY 2019-20</b>	<b>Final FY 2019-20</b>	<b>FY 2020-21</b>
CSMFO	\$ 500	\$ 500	\$ 500
California City Management Foundation	400	400	400
League of California Cities-City Manager's	600	600	600
ICMA	-	1,400	1,400
ICMA - Hispanic Network	1,400	500	500
Municipal Mgmt Assoc. of Southern California	200	200	200
International Institute of Municipal Clerks	200	200	200
	<u>\$ 3,300</u>	<u>\$ 3,800</u>	<u>\$ 3,800</u>

<b><u>Acct #4400</u></b>	<b>Mid-Year FY 2019-20</b>	<b>Final FY 2019-20</b>	<b>FY 2020-21</b>
Copier Lease	\$ 3,500	\$ 3,500	\$ 3,500
Grant Consulting	13,000	13,000	13,000
Tax Consultant	15,000	15,000	15,000
Contracts	<u>6,000</u>	<u>6,000</u>	<u>6,000</u>
	<u>\$ 37,500</u>	<u>\$ 37,500</u>	<u>\$ 37,500</u>

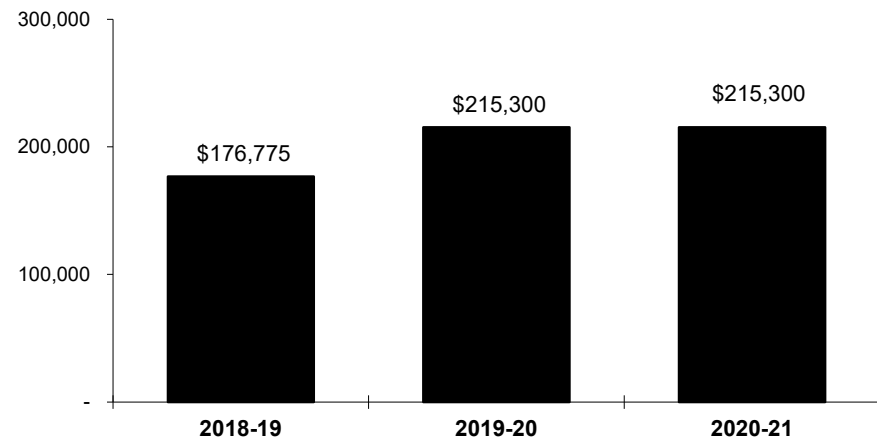
# Community Organization Support (2120)

This activity funds requests for community organization support from non-profit agencies and/or local schools during the fiscal year. Requests are decided on their merits at the time the Council considers the budget. Requests made after the budget adoption are decided by the Council on their merits, the financial condition of the City at the time, and consideration of the staff recommendation. All requests for support must be for a "Municipal Purpose" as defined by State law.

## Activity Summary

	Actual	Final	Manager
	FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$ -	-	-
Maintenance and Operations	176,775	215,300	215,300
Applied Revenues	-	-	-
Activity Total	<u>\$ 176,775</u>	<u>215,300</u>	<u>215,300</u>

## Fiscal Year Comparisons



## Community Organization Support (2120)

(NEW ORG CODE:10101130)

### Activity Detail

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
6100	593000	Contributions	\$ 175,775	\$ 213,300	\$ 213,300	\$ -	\$ 213,300
6101	593500	Contributions - Mayor's Authority	<u>1,000</u>	<u>2,000</u>	<u>2,000</u>	<u>-</u>	<u>2,000</u>
		Total Maintenance and Operations	176,775	215,300	215,300	-	215,300
		<b>- Activity Total -</b>	<u>\$ 176,775</u>	<u>\$ 215,300</u>	<u>\$ 215,300</u>	<u>\$ -</u>	<u>\$ 215,300</u>

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Additional detail on following page(s)

**Community Organization Support (2120) - Account Number Detail**

<b><u>Acct #6100</u></b>	<b>Mid-Year <u>FY 2019-20</u></b>	<b>Final <u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Chamber Annual Funding	\$ 98,500	\$ 98,500	\$ 98,500
The Whole Child	35,000	35,000	35,000
SASSFA Local Funding	20,000	20,000	20,000
Lake Center School Washington D.C. Trip	14,000	14,000	14,000
Chamber Destiny Fund	6,500	6,500	6,500
Interfaith Food Bank	5,000	5,000	5,000
Santa Fe High Foundation	5,000	5,000	5,000
Rio Hondo Charter Red Cross	4,500	4,500	4,500
Miscellaneous Funding	3,500	3,500	3,500
Los Nietos Washington D.C. Trip	2,800	2,800	2,800
LACADA	2,500	2,500	2,500
Los Nietos Middle School After School Sports	2,500	2,500	2,500
Silver Shield Award	2,500	2,500	2,500
Youth Enrichment Fund	2,500	2,500	2,500
Miss Santa Fe Springs Pageant	2,000	2,000	2,000
Hispanic Outreach Task Force Scholarship	1,500	1,500	1,500
Burn Quest	1,500	1,500	1,500
Salvation Army/Knott's Berry Farm	1,500	1,500	1,500
Soroptimist	1,000	1,000	1,000
Meals on Wheels	1,000	1,000	1,000
	<u>\$ 213,300</u>	<u>\$ 213,300</u>	<u>\$ 213,300</u>

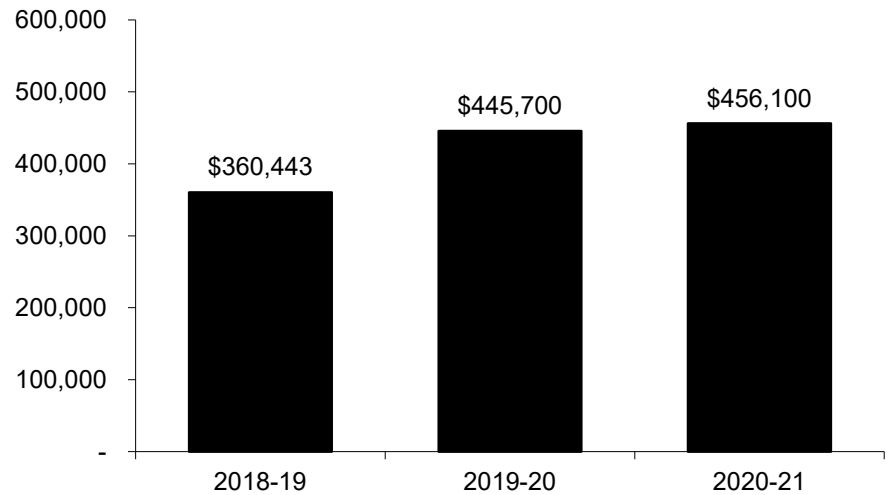
<b><u>Acct #6101</u></b>	<b>Mid-Year <u>FY 2019-20</u></b>	<b>Final <u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Mayor's Authority	\$ 2,000	\$ 2,000	\$ 2,000
	<u>\$ 2,000</u>	<u>\$ 2,000</u>	<u>\$ 2,000</u>



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### Fiscal Year Comparisons

Fiscal Year	Value
2018-19	\$360,443
2019-20	\$445,700
2020-21	\$456,100



**Community Promotion (4600)**  
**(NEW ORG CODE:10101140)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111B	510010	CM - Regular Salaries	\$ 29,027	\$ 35,900	\$ 35,900	\$ -	\$ 41,000
111F	510010	PW Mtc - Regular Salaries	26,442	34,100	34,100	-	35,300
111J	510010	CS Fam - Regular Salaries	178	1,200	1,200	-	-
114B	510040	CM - OT Pay	345	-	-	-	-
114F	510040	PW Mtc - OT Pay	41,497	49,500	53,100	3,600	49,500
114P	510050	CM - PT OT Pay	345	-	-	-	-
114R	510050	FA - PT OT Pay	122	-	-	-	-
114T	510050	PW Mtc - PT OT Pay	7,781	4,100	5,800	1,700	4,100
115P	510020	CM - PT Salaries	13,774	5,100	5,100	-	7,400
115T	510020	PW Mtc - PT Salaries	6,182	6,600	6,600	-	6,600
115U	510020	CS Rec - PT Salaries	648	400	400	-	-
115W	510020	CS FHS - PT Salaries	2,589	2,900	2,900	-	-
118F	511010	PW Mtc - Lump Sum Payment	-	200	200	-	-
119B	512310	CM - Applied Benefits	28,075	54,300	54,300	-	61,500
119F	512310	PW Mtc - Applied Benefits	52,594	62,300	62,300	-	64,400
119J	512310	CS Fam - Applied Benefits	173	2,100	2,100	-	-
119P	512310	CM - PT Applied Benefits	2,267	400	400	-	-
119T	512310	PW Mtc - PT Applied Benefits	1,470	1,600	1,600	-	1,400
119U	512310	CS Rec - PT Applied Benefits	214	100	100	-	-
119W	512310	CS FHS - PT Applied Benefits	229	200	200	-	-
		Total Salaries and Benefits	213,953	261,000	266,300	5,300	271,200
2200	521000	Supplies	31,676	49,700	49,700	-	51,900
4100	542010	Advertising	-	1,500	1,500	-	1,500
4210	540030	Travel and Meetings	625	1,500	1,500	-	1,500
4220	540010	Memberships	13,912	36,500	36,500	-	36,500
4400	542050	Contractual Services	109,726	111,200	111,200	-	111,200
6100	593000	Contributions	13,300	14,500	14,500	-	14,500
		Total Maintenance and Operations	169,240	214,900	214,900	-	217,100
BH00	470090	Miscellaneous Fees	(250)	(2,100)	(2,500)	(400)	-
CE00	430100	Memorial Scholarship Fund Contribution	-	(10,500)	(10,500)	-	(10,500)
CF00	430200	Private Enterprise Contribution	(7,500)	(7,200)	(7,500)	(300)	(7,200)
HM00	810000	Transfer from Waste Management Fund	(15,000)	(15,000)	(15,000)	-	(15,000)
		Total Applied Revenues	(22,750)	(34,800)	(35,500)	(700)	(32,700)
		<b>- Activity Total -</b>	<b>\$ 360,443</b>	<b>\$ 441,100</b>	<b>\$ 445,700</b>	<b>\$ 4,600</b>	<b>\$ 455,600</b>

\* Additional detail on following page(s)

**Community Promotion (4600) - Account Number Detail**

<b><u>Acct #2200</u></b>	<b>Mid-Year <u>FY 2019-20</u></b>	<b>Final <u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Memorial Scholarship Program Supplies	\$ 1,000	\$ 1,000	\$ 1,000
Miscellaneous	1,500	1,500	1,500
Christmas Tree/Holiday Decorations	11,500	11,500	11,500
City Promotional Items	1,500	1,500	1,500
Frames/Commendations	5,500	5,500	5,500
Relay for Life Supplies	4,000	4,000	4,000
Retirement Recognition Awards	4,000	4,000	4,000
Holiday Breakfast	1,500	1,500	1,500
Street Flags	5,000	5,000	5,000
Holiday Décor Awards	600	600	600
Award Application Fees	500	500	500
Coffee/Sugar/Cream	500	500	500
Conference Room Supplies	500	500	500
Office Supplies	500	500	500
Tile Plaques	1,100	1,100	3,300
Fashion Friday	3,000	3,000	3,000
Business Expo Supplies	2,500	2,500	2,500
Christmas Lighting Exterior	5,000	5,000	5,000
	<b>\$ 49,700</b>	<b>\$ 49,700</b>	<b>\$ 51,900</b>

<b><u>Acct #4100</u></b>	<b>Mid-Year <u>FY 2019-20</u></b>	<b>Final <u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Public Outreach	\$ 1,500	\$ 1,500	\$ 1,500
	<b>\$ 1,500</b>	<b>\$ 1,500</b>	<b>\$ 1,500</b>

<b><u>Acct #4220</u></b>	<b>Mid-Year <u>FY 2019-20</u></b>	<b>Final <u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
League of California Cities	\$ 7,000	\$ 7,000	\$ 7,000
California Contract Cities Association	3,200	3,200	3,200
Gateway Cities Association	17,900	17,900	17,900
National League of Cities	1,500	1,500	1,500
League of California Cities - L.A. County Division	1,300	1,300	1,300
Independent Cities Association	800	800	800
Music Licensing - BMI	600	600	600
Music Licensing - ASCAP	400	400	400
California Assoc. of Public Information Officers	300	300	300
Southern California Assoc. of Governments	1,900	1,900	1,900
Economic Forecast - Chamber	1,600	1,600	1,600
	<b>\$ 36,500</b>	<b>\$ 36,500</b>	<b>\$ 36,500</b>

**Community Promotion (4600) - Account Number Detail continued**

<b><u>Acct #4400</u></b>	<b><u>Mid-Year</u></b>	<b><u>Final</u></b>	
	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Quarterly Activities Brochure Printing	18,500	18,500	18,500
Quarterly Activities Brochure Design	17,500	17,500	17,500
Newsletter Printing	11,000	11,000	11,000
Art Services - Newsletter	11,000	11,000	11,000
Postage - Newsletter	8,500	8,500	8,500
Public Meetings & Events	6,000	6,000	6,000
Holiday Breakfast (Catering, Entertain/Décor/Prizes)	15,000	15,000	15,000
Citizen of the Year Luncheon	6,500	6,500	6,500
Photography	5,000	5,000	5,000
Printing - Miscellaneous	5,000	5,000	5,000
Professional Services - Miscellaneous	2,000	2,000	2,000
Postage	2,500	2,500	2,500
Equipment Rental	2,200	2,200	2,200
Dry Cleaning Services (Table Cloths & Linen)	500	500	500
	<b>\$ 111,200</b>	<b>\$ 111,200</b>	<b>\$ 111,200</b>

<b><u>Acct #6100</u></b>	<b><u>Mid-Year</u></b>	<b><u>Final</u></b>	
	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Chamber Destiny Dinner Sponsorship	1,500	1,500	1,500
Chamber Golf Sponsorship	2,500	2,500	2,500
Memorial Scholarship - Mora	3,500	3,500	3,500
Memorial Scholarship - Sandoval	3,500	3,500	3,500
Memorial Scholarship - Sharp	3,500	3,500	3,500
	<b>\$ 14,500</b>	<b>\$ 14,500</b>	<b>\$ 14,500</b>

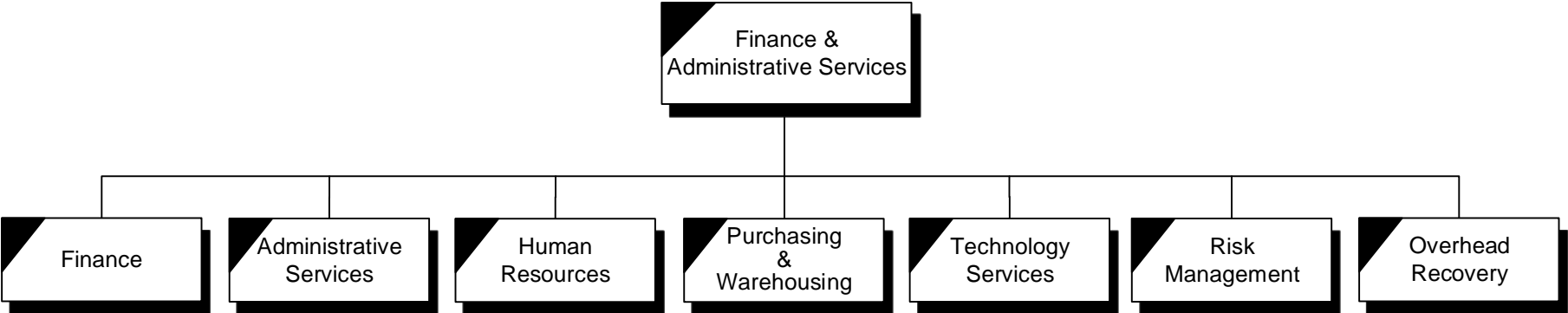
<b><u>Non-City Events Supported by City Staff</u></b>	<b><u>Mid-Year</u></b>	<b><u>Final</u></b>	
	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Paint the Town Pink	\$ 9,000	\$ 9,000	\$ 9,000
Pow Wow	4,300	4,300	4,300
Ms. Santa Fe Springs Pageant	1,600	1,600	1,600
Aloha Festival	2,700	2,700	2,700
	<b>\$ 17,600</b>	<b>\$ 17,600</b>	<b>\$ 17,600</b>



# FINANCE AND ADMINISTRATIVE SERVICES

The Finance and Administrative Services Department coordinates the day-to-day financial transactions of the City and is responsible for all accounting, cashiering, financial planning and reporting, investment, purchasing, warehousing, risk management, information technology, and human resources activities of the City. The department administers various internal operations such as budgeting and overhead recovery. The department also processes the City's business licenses, all daily incoming and outgoing mail, and performs the City Hall receptionist function.

Below is a chart showing the department's activities. More detailed information is available on the following pages:



# Finance and Administrative Services



## FY 2019-20 Final Estimates & FY 2020-21 Budget

### Department Summary

Activity		Actual	Mid-Year	Final	Manager
		FY 2018-19	Budget	Estimate	Recommended
Number	Name	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
2210	Human Resources	\$ 938,111	\$ 1,059,600	\$ 1,059,600	\$ 1,125,100
2300	Finance	1,451,688	1,789,000	1,819,000	1,923,500
2610	Administrative Services	201,197	252,800	284,700	243,200
2620	Technology Services	884,186	1,200,300	1,129,800	1,305,900
2640	Purchasing, Warehousing & Duplicating	308,553	333,300	332,200	341,500
2650	Risk Management	766,814	1,030,500	1,033,300	1,061,600
2800	Overhead Recovery	(1,495,881)	(1,957,900)	(1,957,900)	(2,068,100)
Department Totals		<u>\$ 3,054,668</u>	<u>\$ 3,707,600</u>	<u>\$ 3,700,700</u>	<u>\$ 3,932,700</u>





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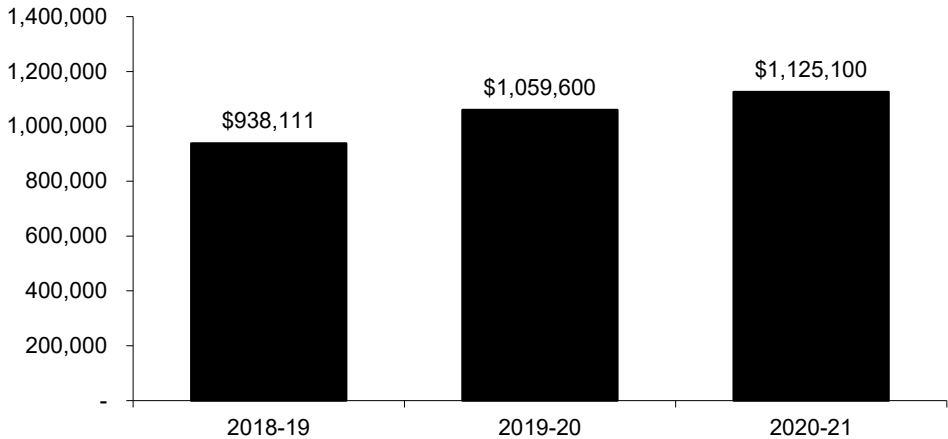
- Historically, this activity will recruit and test for approximately 40 positions. About 2,000 applications will be received and processed, and about 20 full-time and 65 part-time positions will be filled. Processes will be completed for about 50 employee injuries, and about 100 volunteers.

This activity is also responsible for keeping the City's Personnel Rules and Regulations up-to-date and assisting departments in their uniform interpretation and application. The activity also performs position classification studies, comparative compensation analyses and internal investigations. In addition, it provides staff support to the Personnel Advisory Board, which is the advisory body that hears appeals from employees on disciplinary matters.

▶ ▶

**Fiscal Year Comparisons**

Fiscal Year	Revenue
2018-19	\$938,111
2019-20	\$1,059,600
2020-21	\$1,125,100



**Human Resources (2210)**  
**(NEW ORG CODE:10101135)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111B	510010	CM - Regular Salaries	\$ 10,540	\$ -	\$ -	\$ -	\$ -
111D	510010	FA - Regular Salaries	226,904	272,800	272,800	-	289,100
114B	510040	CM - OT Pay	276	-	-	-	-
114P	510045	CM - PT OT Pay	264	-	-	-	-
115P	510020	CM - PT Salaries	2,573	-	-	-	-
115R	510020	FA - PT Salaries	33,634	24,700	24,700	-	24,700
119B	512310	CM - Applied Benefits	18,983	-	-	-	-
119D	512310	FA - Applied Benefits	336,461	356,900	356,900	-	406,100
119P	512310	CM - PT Applied Benefits	198	-	-	-	-
119R	512310	FA - PT Applied Benefits	1,946	4,700	4,700	-	4,700
1318	512310	Eyeglass Reimbursement	45,927	42,000	42,000	-	42,000
1800	512310	Employee Service Awards	-	25,000	25,000	-	25,000
		Total Salaries and Benefits	677,707	726,100	726,100	-	791,600
2200	521000	Supplies	22,746	35,000	35,000	-	35,000
4100	542010	Advertising	1,611	6,000	6,000	-	6,000
4210	540030	Travel and Meetings	3,176	6,000	6,000	-	6,000
4220	540010	Memberships	1,222	3,000	3,000	-	3,000
4250	540020	Training	31,151	28,000	28,000	-	28,000
4400	542050	Contractual Services	198,047	250,000	250,000	-	250,000
4900	544020	Intergovernmental Charges	4,751	5,500	5,500	-	5,500
		Total Maintenance and Operations	262,704	333,500	333,500	-	333,500
CE00	430100	Contributions	(2,300)	-	-	-	-
		Total Applied Revenues	(2,300)	-	-	-	-
		<b>- Activity Total -</b>	<b>\$ 938,111</b>	<b>\$ 1,059,600</b>	<b>\$ 1,059,600</b>	<b>\$ -</b>	<b>\$ 1,125,100</b>

\* Additional detail on following page(s)

### Human Resources (2210) - Account Number Detail

<b><u>Acct #2200</u></b>	<b>Mid-Year <u>FY 2019-20</u></b>	<b>Final <u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Test Supplies	\$ 8,000	\$ 8,000	\$ 8,000
Employee Benefit Fair	2,000	2,000	2,000
Employee Events	4,000	4,000	4,000
Awards, Plaques, Etc.	3,500	3,500	3,500
Employee Performance Recognition	4,000	4,000	4,000
Selection Panels	4,000	4,000	4,000
Office Supplies	4,000	4,000	4,000
Informational Pamphlets	2,000	2,000	2,000
Department Shirts	500	500	500
Refreshments - Training	3,000	3,000	3,000
	<u>\$ 35,000</u>	<u>\$ 35,000</u>	<u>\$ 35,000</u>

<b><u>Acct #4250</u></b>	<b>Mid-Year <u>FY 2019-20</u></b>	<b>Final <u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Tuition Reimbursement	15,000	15,000	15,000
Departmental/Citywide Training	7,000	7,000	7,000
Supervisor/Management Training	4,000	4,000	4,000
Management & Leadership Training	2,000	2,000	2,000
	<u>\$ 28,000</u>	<u>\$ 28,000</u>	<u>\$ 28,000</u>

<b><u>Acct #4400</u></b>	<b>Mid-Year <u>FY 2019-20</u></b>	<b>Final <u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Medical Consultants	\$ 35,000	\$ 35,000	\$ 35,000
Contractual Services - Various	12,000	12,000	12,000
Legal Services	150,000	150,000	150,000
Test Rentals	12,000	12,000	12,000
Printing Services - Miscellaneous	6,000	6,000	6,000
Unemployment Insurance	8,500	8,500	8,500
Departmental Retirement Events	4,500	4,500	4,500
Background Checks	16,000	16,000	16,000
Employee Assistance Program Services	3,000	3,000	3,000
Training Videos/Seminars	3,000	3,000	3,000
	<u>\$ 250,000</u>	<u>\$ 250,000</u>	<u>\$ 250,000</u>

<b><u>Acct #4900</u></b>	<b>Mid-Year <u>FY 2019-20</u></b>	<b>Final <u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Fingerprinting	\$ 5,500	\$ 5,500	\$ 5,500
	<u>\$ 5,500</u>	<u>\$ 5,500</u>	<u>\$ 5,500</u>

# Finance (2300)

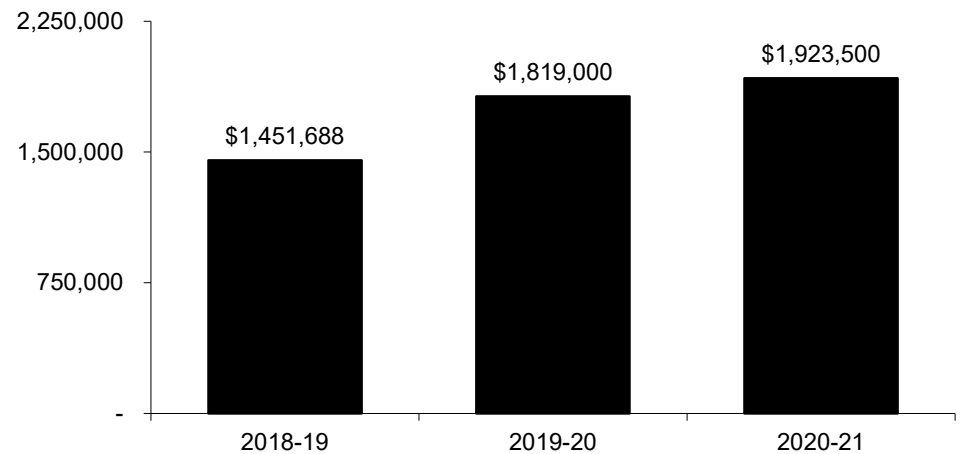
The Finance activity is responsible for all accounting, cashiering, financial planning, and investment activities of the City. It accounts for all financial transactions of the City, Successor Agency, Water Utility Authority, Public Finance Authority, manages the City's investment portfolio, and oversees all debt and bond issues. The activity is also responsible for projecting and monitoring revenues, projecting long-term financial conditions, coordinating annual audits by various agencies, and preparing the City's budget and Comprehensive Annual Financial Report (CAFR).

With day-to-day financial transactions, this activity is responsible for accounts payable, accounts receivable, payroll and other finance subsystems. Each year, this activity provides accounting for over \$80 million in revenues and expenditures, preparing over 100 reports to various state and federal agencies. In addition, the activity also coordinates inventory management for the City's general fixed assets.

## Activity Summary

		Actual	Final	Manager
		FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$	887,912	1,189,800	1,314,600
Maintenance and Operations		761,837	789,200	758,900
Applied Revenues		(198,061)	(160,000)	(150,000)
Activity Total	\$	1,451,688	1,819,000	1,923,500

## Fiscal Year Comparisons



**Finance (2300)**  
**(NEW ORG CODE:10101210)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111D	510010	FA - Regular Salaries	\$ 363,984	\$ 482,100	\$ 482,100	\$ -	\$ 513,000
114D	510040	FA - OT Pay	40,559	17,500	17,500	-	17,500
114R	510050	FA - PT OT Pay	216	-	-	-	-
115R	510050	FA - PT Salaries	44,827	34,700	34,700	-	38,000
115U	510020	CS Rec - PT Salaries	126	-	-	-	-
118D	511010	FA - Lump Sum Payment	-	1,300	1,300	-	-
119D	512310	FA - Applied Benefits	429,755	648,600	648,600	-	740,500
119R	512310	FA - PT Applied Benefits	8,370	5,600	5,600	-	5,600
119U	512310	CS Rec - PT Applied Benefits	75	-	-	-	-
		Total Salaries and Benefits	887,912	1,189,800	1,189,800	-	1,314,600
2200	521000	Supplies	17,171	19,400	19,400	-	19,400
3400	534000	Telephone	446	1,000	1,000	-	1,000
4210	540030	Travel and Meetings	4,642	4,000	4,000	-	5,000
4220	540010	Memberships	2,264	3,000	3,000	-	3,000
4250	540020	Training	3,452	7,000	7,000	-	7,000
4400	542050	Contractual Services	353,877	313,800	313,800	-	322,500
4900	544020	Intergovernmental Charges	379,984	441,000	441,000	-	401,000
		Total Maintenance and Operations	761,837	789,200	789,200	-	758,900
BH00	470090	Miscellaneous Fees	(198,061)	(190,000)	(160,000)	30,000	(150,000)
		Total Applied Revenues	(198,061)	(190,000)	(160,000)	30,000	(150,000)
		<b>- Activity Total -</b>	<u>1,451,688</u>	<u>\$ 1,789,000</u>	<u>\$ 1,819,000</u>	<u>\$ 30,000</u>	<u>\$ 1,923,500</u>

\* Additional detail on following page(s)

**Finance (2300) - Account Number Detail**

<b><u>Acct #4400</u></b>	<b>Mid-Year FY 2019-20</b>	<b>Final FY 2019-20</b>	<b>FY 2020-21</b>
Sales Tax Audit Commission	\$ 100,000	\$ 100,000	\$ 100,000
Project Management	15,000	15,000	15,000
UUT Monitoring Services	40,000	40,000	40,000
Investment Advisory Services	40,000	40,000	40,000
UUT Legal Services	15,000	15,000	15,000
Banking Services	30,000	30,000	30,000
Actuarial Services	26,000	26,000	32,200
Cost Recovery Services	2,500	2,500	2,500
Property Tax Information Service	14,500	14,500	14,500
Sales Tax Information Service	7,500	7,500	7,500
Tax/Accounting Services	5,000	5,000	5,000
Copier Lease Agreement	10,000	10,000	10,000
Equipment Maintenance/Repair	1,500	1,500	1,500
Document Storage	3,000	3,000	5,500
Document Destruction	2,500	2,500	2,500
Printing - CAFR and Budget	1,300	1,300	1,300
	<u>\$ 313,800</u>	<u>\$ 313,800</u>	<u>\$ 322,500</u>

<b><u>Acct #4900</u></b>	<b>Mid-Year FY 2019-20</b>	<b>Final FY 2019-20</b>	<b>FY 2020-21</b>
Sales Tax Administration	\$ 350,000	\$ 350,000	\$ 350,000
Transaction Tax Administration (Measure Y)	50,000	50,000	10,000
Property Tax Administration	32,000	32,000	32,000
Pension Reporting Charges	4,500	4,500	4,500
LA County Assessment Service	500	500	500
LAFCO Assessment	4,000	4,000	4,000
	<u>\$ 441,000</u>	<u>\$ 441,000</u>	<u>\$ 401,000</u>

<b><u>Acct #BH00</u></b>	<b>Mid-Year FY 2019-20</b>	<b>Final FY 2019-20</b>	<b>FY 2020-21</b>
BOTC Processing Fee	\$ (138,000)	\$ (108,000)	\$ (100,000)
Refuse Collection Charge	(40,000)	(40,000)	(40,000)
Rebates/Refunds	(10,000)	(10,000)	(8,000)
COBRA Billing Administration	(1,000)	(1,000)	(1,000)
Returned Check Processing Fee	(1,000)	(1,000)	(1,000)
	<u>\$ (190,000)</u>	<u>\$ (160,000)</u>	<u>\$ (150,000)</u>

# Administrative Services (2610)

The Administrative Services activity oversees some of the City's organization-wide operations, providing technical assistance and management support to all City departments.

Specifically, the activity includes the City receptionist, and the administration of the City's central telephone and mail function operations.

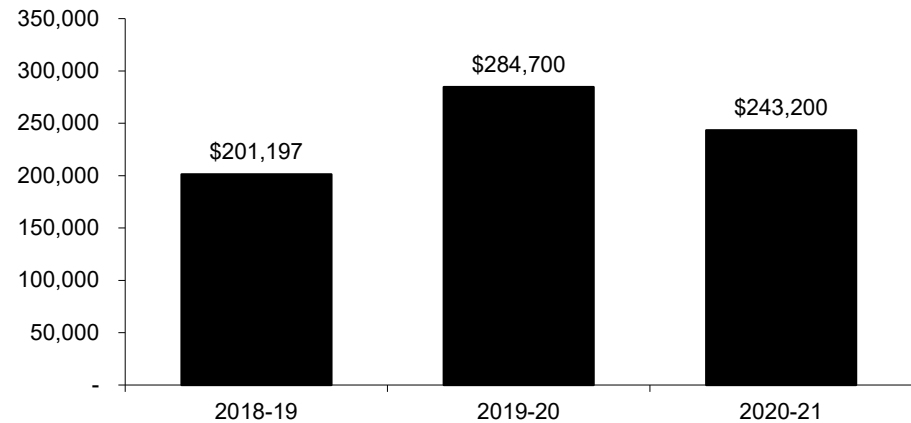
The City Receptionist directs both walk-in and telephone inquiries to appropriate City staff or departments who can assist with their requests. This position also processes and distributes both incoming and outgoing mail using manual and automated equipment.

The activity maintains the City's voice network which includes phone switches and a voice mail systems. It manages the maintenance agreement with Verizon to repair problems on the network.

## Activity Summary

		Actual	Final	Manager
		FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$	76,030	152,400	94,900
Maintenance and Operations		125,167	132,300	148,300
Applied Revenues		-	-	-
Activity Total	\$	<u>201,197</u>	<u>284,700</u>	<u>243,200</u>

## Fiscal Year Comparisons



**Administrative Services (2610)**  
**(NEW ORG CODE:10101299)**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111D	510010	FA - Regular Salaries	\$ 18,343	\$ 17,600	\$ 17,600	\$ -	\$ 17,600
115R	510020	FA - PT Salaries	19,475	40,800	40,800	-	41,700
119D	512310	FA - Applied Benefits	35,921	28,000	28,000	-	29,000
119R	512310	FA - PT Applied Benefits	<u>2,291</u>	<u>6,600</u>	<u>66,000</u>	<u>59,400</u>	<u>6,600</u>
		Total Salaries and Benefits	76,030	93,000	152,400	59,400	94,900
2200	521000	Supplies	4,370	3,500	3,500	-	3,500
3400	534000	Telephone	40,786	40,000	39,000	(1,000)	40,000
4400	542050	Contractual Services	<u>80,011</u>	<u>116,300</u>	<u>89,800</u>	<u>(26,500)</u>	<u>104,800</u>
		Total Maintenance and Operations	125,167	159,800	132,300	(27,500)	148,300
		<b>- Activity Total -</b>	<u>\$ 201,197</u>	<u>\$ 252,800</u>	<u>\$ 284,700</u>	<u>\$ 31,900</u>	<u>\$ 243,200</u>

\* Additional detail on following page(s)



**Administrative Services (2610) - Account Number Detail**

<b>Acct #4400</b>	<b>Mid-Year FY 2019-20</b>	<b>Final FY 2019-20</b>	<b>FY 2020-21</b>
Telephone - Software Upgrades	\$ 25,000	\$ 10,000	\$ 25,000
Telephone - Maintenance	21,000	21,000	21,000
Telephone - Move/Add/Change Orders	5,000	5,000	5,000
Telephone - "On Hold" Recorded Messages	900	900	900
Telephone - 911 Database Maintenance	2,400	2,400	2,400
Telephone - NENA-CID Subscription	300	300	300
Avaya - IP Office Support (IPOSS) GVNC	1,275	1,275	1,275
Avaya - IP Office Support (IPOSS) Activity Center	1,275	1,275	1,275
Avaya - IP Office Support (IPOSS) Heritage Park	1,275	1,275	1,275
Avaya - IP Office Support (IPOSS) City Yard	1,275	1,275	1,275
Avaya - IP Office Support (IPOSS) Police Services	1,275	1,275	1,275
Avaya - IP Office Support (IPOSS) City Hall	1,275	1,275	1,275
Avaya - IP Office Support & Licensing City Hall	15,000	4,000	4,000
Postage	30,000	30,000	30,000
Postage Machine Maintenance	1,800	1,900	1,900
Postage Due Account	3,000	3,000	3,000
USPS P.O. Box 2120	1,600	1,600	1,600
Postage Meter Rental	800	800	800
Perforator Maintenance	500	500	500
USPS Permit #1	250	250	250
USPS - Business Reply Mail Permit #2000	250	250	250
Web E-Certify (Certified Mail)	250	250	250
Ricoh MP301SPF Lease	600	-	-
	<u>\$ 116,300</u>	<u>\$ 89,800</u>	<u>\$ 104,800</u>

# Technology Services (2620)

The Technology Services activity oversees the City's overall computer systems. This includes network systems, electronic security, web site, document imaging, audio/visual, an array of data connections and the City's Enterprise Resource Planning applications. Technology Services is also responsible for ensuring the integrity of the hardware, security on the network and the safety of the City's electronic records.

The activity oversees the Citywide standardized PC hardware and applications. This fiscal year there are plans in place to upgrade the city's network hardware infrastructure.

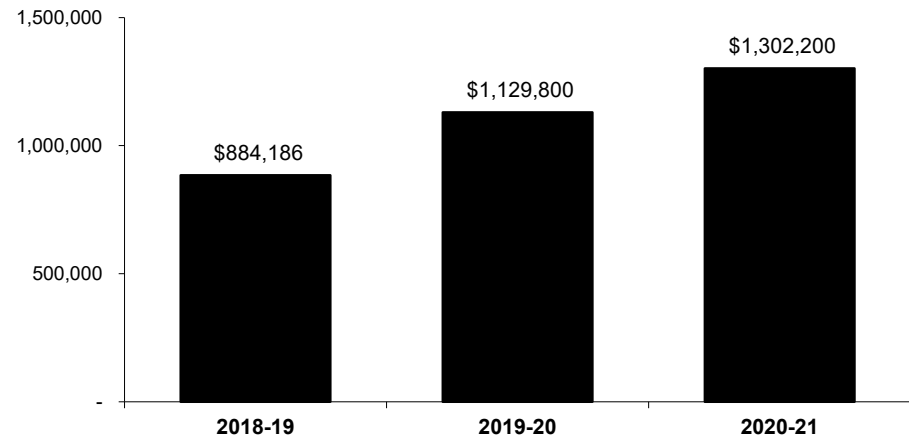
One of the core functions of Technology Services is to program and maintain the City's customized Enterprise Resource Planning applications such as: payroll, general ledger, water utility billing, child care billing, fixed assets, business license, and accounts payable & receivable systems. City Hall houses the City's email system, web site, file and print servers, and the mini-computer system that runs the Enterprise Resource Planning applications.

The activity manages the data communication and fiber optic lines connecting the City's facilities. The City campus which consists of City Hall, Town Center Hall, Library, Clarke Estate and the Aquatic Center is connected by fiber optic connections. Later this fiscal year, technology staff will manage the rest of the City's remote sites utilizing fiber technology

## Activity Summary

	Actual FY 2018-19	Final Est. FY 2019-20	Manager Recommended FY 2020-21
Salaries and Benefits	\$ 664,921	833,300	900,900
Maintenance and Operations	391,606	483,700	588,500
Applied Revenues	(172,341)	(187,200)	(187,200)
Activity Total	<u>\$ 884,186</u>	<u>1,129,800</u>	<u>1,302,200</u>

## Fiscal Year Comparisons



**Technology Services (2620)**  
**(NEW ORG CODE:10101215)**

**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111D	510010	FA - Regular Salaries	\$ 229,532	\$ 320,900	\$ 321,100	\$ 200	\$ 328,300
114D	510040	FA - OT Pay	1,230	2,900	2,900	-	2,900
114F	510040	PW Mtc - OT Pay	332	1,000	1,000	-	1,000
115R	510020	FA - PT Salaries	90,399	34,700	9,200	(25,500)	34,700
116D	510060	FA - Standby Pay	12,232	12,000	15,800	3,800	16,000
118D	511010	FA - Lump Sum Payment	-	1,200	1,200	-	-
119D	512310	FA - Applied Benefits	324,336	475,500	475,500	-	511,400
119R	512310	FA - PT Applied Benefits	6,860	6,600	6,600	-	6,600
		Total Salaries and Benefits	664,921	854,800	833,300	(21,500)	900,900
2200	521000	Supplies	15,150	15,300	16,100	800	16,000
3400	534000	Telephone	225,912	261,000	226,000	(35,000)	261,000 *
4210	540030	Travel and Meetings	744	2,000	800	(1,200)	2,000
4220	540010	Memberships	390	1,000	400	(600)	1,000
4250	540020	Training	6,401	10,000	6,400	(3,600)	10,000
4400	542050	Contractual Services	133,409	233,800	224,400	(9,400)	292,600 *
9300	592000	Equipment Usage	9,600	9,600	9,600	-	9,600
		Total Maintenance and Operations	391,606	532,700	483,700	(49,000)	592,200
BI00	421005	Water Billing Charge	(158,000)	(158,000)	(158,000)	-	(158,000)
EA00	442000	State Grants/Subventions (Teleconnect Rebate)	-	(3,200)	(3,200)	-	(3,200)
ED00	444000	Federal Grants (eRate Discount Rebate)	(13,481)	(26,000)	(26,000)	-	(26,000)
GA00	812000	Sale of Property	(860)	-	-	-	-
		Total Applied Revenues	(172,341)	(187,200)	(187,200)	-	(187,200)
		<b>- Activity Total -</b>	<b>\$ 884,186</b>	<b>\$ 1,200,300</b>	<b>\$ 1,129,800</b>	<b>\$ (70,500)</b>	<b>\$ 1,305,900</b>

\* Additional detail on following page(s)

**Technology Services (2620) - Account Number Detail**

	Mid-Year	Final	
<b><u>Acct #3400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Data Circuits Maintenance Contract	\$ 183,500	\$ 148,500	\$ 183,500
Internet Circuits Maintenance Contract	36,000	36,000	36,000
Library Data Circuits Contract	33,000	33,000	33,000
Mobile Data Circuit Maintenance Contract	500	500	500
Mobile Phone Maintenance Contract	3,500	3,500	3,500
Other Landline Circuits Contract	4,500	4,500	4,500
	<b>\$ 261,000</b>	<b>\$ 226,000</b>	<b>\$ 261,000</b>

	Mid-Year	Final	
<b><u>Acct #4400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
<b>Hardware Maintenance Contracts</b>			
Uptime - N-Class - Finance & Payroll	\$ 10,500	\$ 10,500	\$ 10,500
HP - RX5670 - Database Server	11,000	11,000	11,000
HP - Servers - Blade Chassis and Servers	9,000	9,000	13,000
HP - Backup Devices	3,500	3,500	3,500
<b>Software Maintenance Contracts</b>			
MiniSoft Software	2,800	1,500	1,700
Adager - HP Database Utility	2,400	2,400	2,500
Superdex - HP Database Utility	3,800	4,000	4,200
Sybase Powerbuilder Programming Software	2,100	2,100	2,100
Miscrosoft Support	1,500	1,500	1,500
Vmware Licensing	15,000	15,000	3,000
<b>Internet/Intranet Maintenance Contracts</b>			
Website and CRM Annual Maintenance	12,000	12,000	17,500
Laserfiche Records Retention	7,900	7,900	9,000
Mobile Application	1,000	1,000	1,000
<b>Disaster Recovery Maintenance Contracts</b>			
IronMountain Tape Backup	3,800	3,800	4,100
Backup Annual Maintenance	10,000	10,000	12,000
<b>Geographical Information System Maintenance Contracts</b>			
LARIAC - 2D/3D Photos Layers	11,000	11,000	11,000
TeleAtlas - Map Layer Subscription	4,500	4,500	4,500
ESRI - Arcserve	3,200	3,200	3,200
<b>Consulting Services</b>			
Network Engineer	5,000	5,000	5,000
<b>Network Security Maintenance Contracts</b>			
Anti-Malware 3 yr Subscription	9,400		13,000
Spam Appliance - 3 yr Energize Update and Instant Replacement	-	8,000	-
Email Archiver - 3 yr Energize Update and Instant Replacement	-	-	9,500
Mobile Security Application Software	1,500	1,500	1,500
<b>Other Contracts</b>			
Adobe Annual Licenses	10,000	13,000	15,000
Co-location of DR Servers	12,000		12,000
Munis Maintenance	76,900	76,900	80,700
Backup Appliance	-	-	33,300
Conference Meetings	-	1,300	2,500
Remote Software	-	800	800
<b>Miscellaneous Contracts</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>
	<b>\$ 233,800</b>	<b>\$ 224,400</b>	<b>\$ 292,600</b>

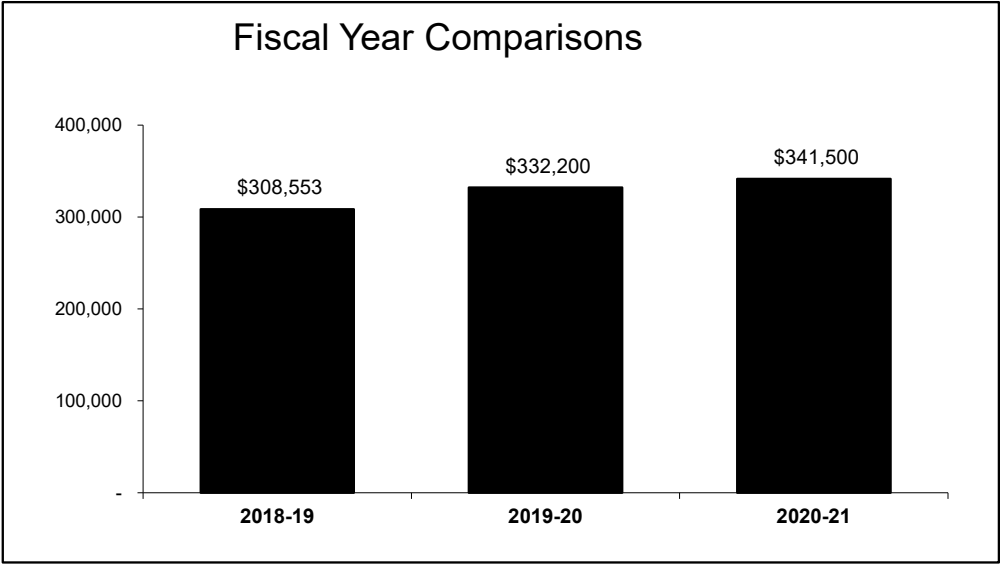
# Purchasing, Warehousing & Duplicating (2640)

This activity is responsible for overseeing the acquisition of goods and storage of that merchandise. It manages the requisition process with all departments for the purchase of goods or services. It is also responsible for maintaining appropriate stock levels for goods used by most City staff at the central warehouse located at the Municipal Services Yard.

This activity will also provide for the funding of the equipment and services related to duplicating with the personnel component provided by each individual department.

In FY 2012-13, Duplicating (Activity #2630) was merged with the Purchasing & Warehousing activity. Items that were identified in Duplicating have been incorporated into this activity.

Activity Summary			
	Actual	Final	Manager
	FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$ 254,267	277,220	283,700
Maintenance and Operations	54,961	56,280	57,800
Applied Revenues	(675)	(1,300)	
Activity Total	\$ 308,553	332,200	341,500



**Purchasing, Warehousing & Duplicating (2640)**  
**(NEW ORG CODE:10101220)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111D	510010	FA - Regular Salaries	\$ 93,112	\$ 95,800	\$ 95,000	\$ (800)	\$ 96,100
114D	510040	FA - OT Pay	-	-	-	-	-
115R	510020	FA - PT Salaries	23,758	24,700	25,700	1,000	24,700
118D	511010	FA - Lump Sum Payment	-	100	120	20	-
119D	512310	FA - Applied Benefits	131,535	152,500	151,400	(1,100)	158,200
119R	512310	FA - PT Applied Benefits	5,861	4,700	4,900	200	4,700
		Total Salaries and Benefits	\$ 254,267	277,800	277,220	(580)	283,700
2200	521000	Supplies	14,241	14,000	14,000	-	14,000
3100	531000	Electricity	7,615	7,500	9,000	1,500	9,500
3200	532000	Natural Gas	391	500	300	(200)	400
3300	533000	Water	1,046	1,300	1,100	(200)	1,300
4220	540010	Memberships	326	2,200	2,230	30	2,250
4250	540020	Training	299	500	300	(200)	500
4400	542050	Contractual Services	24,543	23,000	22,850	(150)	23,350
4800	573100	Construction	-	-	-	-	-
9300	592000	Equipment Usage	6,500	6,500	6,500	-	6,500
		Total Maintenance and Operations	\$ 54,961	55,500	56,280	780	57,800
GAOO	812000	Sale of Property	(675)	-	(1,300)	(1,300)	-
		Total Applied Revenues	(675)	-	(1,300)	(1,300)	-
		- Activity Total -	\$ 308,553	\$ 333,300	\$ 332,200	\$ (1,100)	\$ 341,500

\* Additional detail on following page(s)

**Purchasing, Warehousing & Duplicating (2640) - Account Number Detail**

<b><u>Acct #2200</u></b>	<b><u>Mid-Year FY 2019-20</u></b>	<b><u>Final FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Warehouse Supplies	5,000	5,000	5,000
Duplicating Supplies	9,000	9,000	9,000
	<u>\$ 14,000</u>	<u>\$ 14,000</u>	<u>\$ 14,000</u>

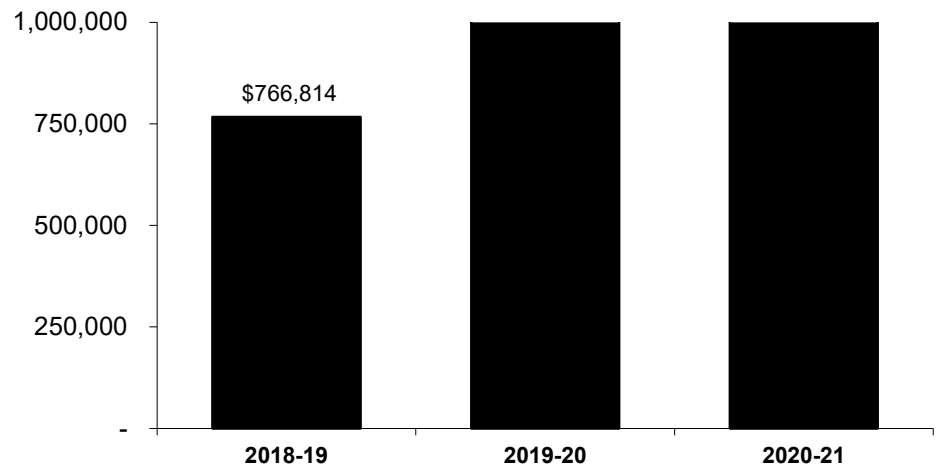
<b><u>Acct #4220</u></b>	<b><u>Mid-Year FY 2019-20</u></b>	<b><u>Final FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
(ISM) Institute for Supply Management	\$ 200	\$ 200	\$ 200
(NIGP) National Institute of Gov. Purchasing	200	200	200
(CAPPO) CA Assn. of Public Procurement Officials	200	200	200
Costco	100	110	100
Sams Club	100	85	100
Amazon Prime for Business	1,400	1,435	1,450
	<u>\$ 2,200</u>	<u>\$ 2,230</u>	<u>\$ 2,250</u>

<b><u>Acct #4400</u></b>	<b><u>Mid-Year FY 2019-20</u></b>	<b><u>Final FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
High Speed Duplicator Lease	\$ 5,400	\$ 5,400	\$ 5,400
High Speed Duplicator Maintenance Cost Per Copy	7,500	7,800	7,800
Duplicating Small Copier Lease	2,200	2,200	2,200
Duplicating Small Copier Maintenance Cost Per Copy	1,200	1,200	1,200
Warehouse Office Printer Lease	500	500	500
Warehouse Office Printer Maintenance	100	100	100
Purchase Office Printer Maintenance	200	250	250
Laminator Maintenance	3,200	3,200	3,200
Document Imaging	-	-	-
MP 2000 Electrical Punch Maintenance	700	700	700
Facility Repairs	2,000	1,500	2,000
	<u>\$ 23,000</u>	<u>\$ 22,850</u>	<u>\$ 23,350</u>

[illegible]

**Fiscal Year Comparisons**

Fiscal Year	Value
2018-19	\$766,814
2019-20	~1,000,000
2020-21	~1,000,000





**Risk Management (2650)**  
**(NEW ORG CODE:10101225)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111D	510010	FA - Regular Salaries	\$ 27,830	\$ 27,900	\$ 32,100	\$ 4,200	\$ 27,900
111E	510010	PW Adm - Regular Salaries	8,588	13,800	9,700	(4,100)	14,700
118E	511010	PW Eng - Lump Sum Payment	-	100	100	-	-
119D	512310	FA - Applied Benefits	39,315	44,400	51,000	6,600	45,900
119E	512310	PW Adm - Applied Benefits	15,741	23,200	17,500	(5,700)	24,800
		Total Salaries and Benefits	91,474	109,400	110,400	1,000	113,300
4400	542050	Contractual Services	7,268	15,000	9,700	(5,300)	15,000
4610	541010	Crime Insurance/Bonds	5,723	6,200	6,000	(200)	6,400
4620	541020	Property Insurance	156,805	166,500	166,500	-	171,500
4625	541030	Earthquake Insurance	193,337	197,600	197,600	-	203,500
4630	541040	Liability Insurance	312,207	535,800	543,100	7,300	551,900
		Total Maintenance and Operations	675,340	921,100	922,900	1,800	948,300
		<b>- Activity Total -</b>	<b>\$ 766,814</b>	<b>\$ 1,030,500</b>	<b>\$ 1,033,300</b>	<b>\$ 2,800</b>	<b>\$ 1,061,600</b>

\* Additional detail on following page(s)

**Risk Management (2650) - Account Number Detail**

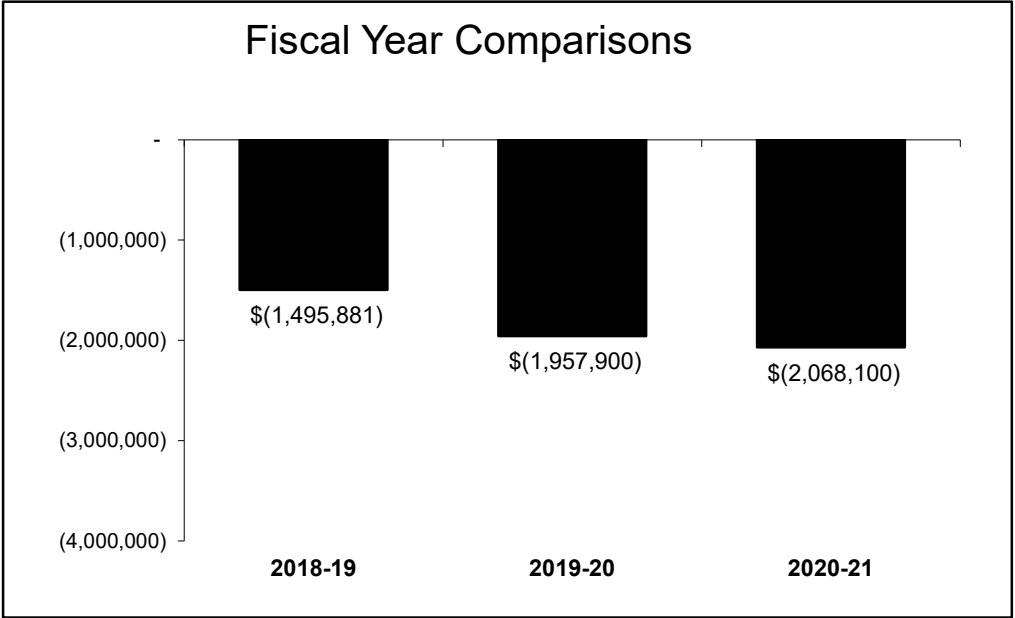
	Mid-Year	Final	
<b><u>Acct #4400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
MSDS Safety Data	\$ 15,000	\$ 9,700	\$ 15,000
	\$ 15,000	\$ 9,700	\$ 15,000

	Mid-Year	Final	
<b><u>Acct #4630</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
JPIA Contribution	\$ 521,700	\$ 526,810	\$ 535,340
Environmental Insurance	14,100	16,290	16,560
	\$ 535,800	\$ 543,100	\$ 551,900

# Overhead Recovery (2800)

The Overhead Recovery activity formally illustrates and recoups for the City's General Fund the operating costs incurred by the City on behalf of the Water Utility Fund, Waste Management services, the Successor Agency, Capital Improvement Projects, and other activities.

Activity Summary			
	Actual	Final	Council
	FY 2018-19	Est. FY 2019-20	Approved FY 2020-21
Salaries and Benefits	\$ -	-	-
Maintenance and Operations	-	-	-
Applied Revenues	(1,495,881)	(1,957,900)	(2,068,100)
Activity Total	\$ (1,495,881)	(1,957,900)	(2,068,100)



**Overhead Recovery (2800)**  
**(NEW ORG CODE:10101230)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
9100	591000	Overhead	\$ (1,495,881)	\$ (1,957,900)	\$ (1,957,900)	\$ -	\$ (2,068,100) *
		- Activity Total -	\$ (1,495,881)	\$ (1,957,900)	\$ (1,957,900)	\$ -	\$ (2,068,100)

\* Additional detail on following page(s)

**Overhead Recovery (2800) - Account Number Detail**

<b><u>Acct #9100</u></b>	<b>Mid-Year</b>	<b>Final</b>	<b><u>FY 2020-21</u></b>
	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	
Water Utility	\$ 1,412,900	\$ 1,412,900	\$ 1,479,600
Transit	108,900	108,900	116,000
Waste Management	281,900	281,900	297,800
Capital Improvement Projects (CIPs)	50,000	50,000	50,000
Successor Agency	72,400	72,400	87,000
Housing Successor	<u>31,800</u>	<u>31,800</u>	<u>37,700</u>
	\$ 1,957,900	\$ 1,957,900	\$ 2,068,100



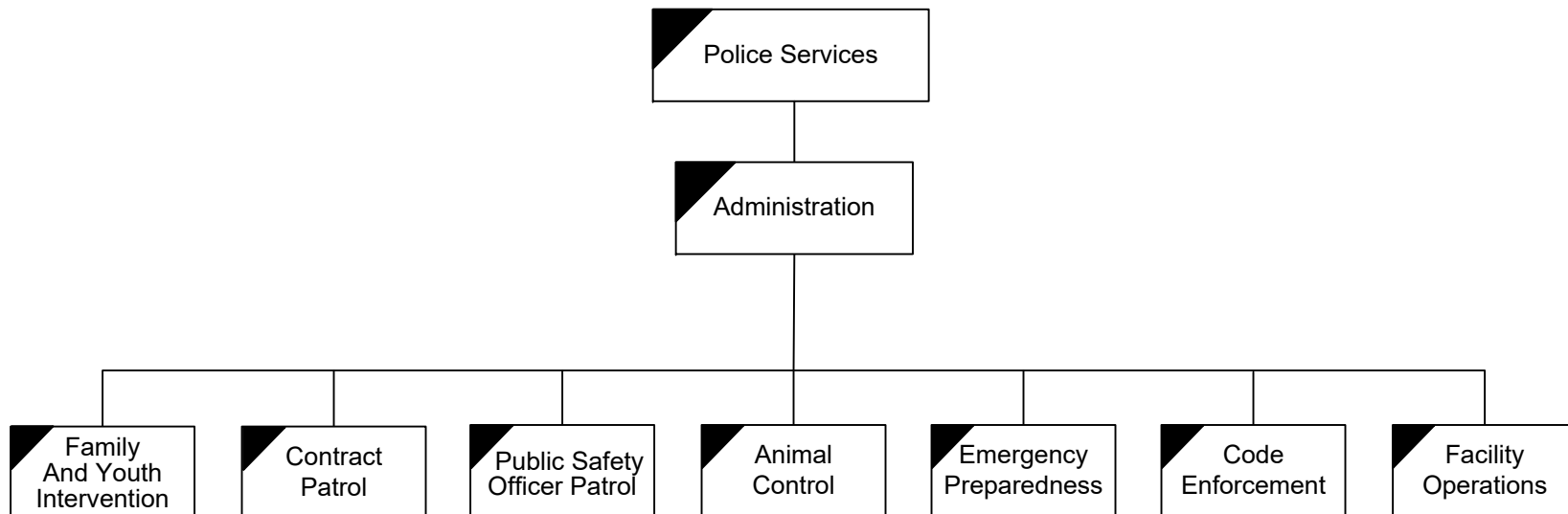
# POLICE SERVICES



The Department of Police Services provides residents and businesses of Santa Fe Springs with services for the protection of life and property. It includes coordination, liaison, and monitoring of services provided by the City of Whittier Police Department, Los Angeles County Probation Department, Los Angeles County District Attorney's Office, City Prosecutor and the Southeast Area Animal Control Authority. These organizations provide general law enforcement services and animal control. Supplemental law enforcement services are provided through the City's Public Safety Officer (PSO) Program, and operation of the City's Police Services Center.

Police Services is also responsible for the enforcement of local parking controls, code enforcement and the administration of the City's regulatory permits. The Family and Youth Intervention Program (FYIP) is also a service to the community through the Department of Police Services.

The Department of Police Services and the City's Department of Fire-Rescue administer the City's Civil Defense/Emergency Plan and provide on-going training to emergency personnel, staff and volunteers. Below is a chart showing the department's activities. More detailed information is available on the following pages:



# Police Services



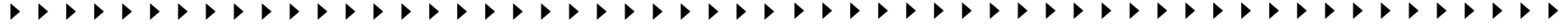
## FY 2019-20 Final Estimates & FY 2020-21 Budget

### Department Summary

Activity		Actual	Mid-Year	Final	Manager
Number	Name	FY 2018-19	Budget FY 2019-20	Estimate FY 2019-20	Recommended FY 2020-21
3110	Police Administration	\$ 638,472	\$ 706,100	\$ 700,600	\$ 746,600
3120	Family and Youth Intervention Program	330,227	367,800	373,000	391,700
3130	Contract Patrol	8,921,474	9,200,400	9,107,600	9,564,500
3135	Public Safety Officer Patrol	606,282	983,300	988,000	1,007,000
3150	Animal Control	36,453	58,700	54,700	54,700
3180	Emergency Preparedness	28,842	38,600	37,400	37,400
3185	Code Enforcement	203,262	368,900	380,100	394,800
3190	Facility Operations	169,956	206,000	207,400	206,600
Department Total		<u>\$ 10,934,969</u>	<u>\$ 11,929,800</u>	<u>\$ 11,848,800</u>	<u>\$ 12,403,300</u>



# Police Services



## Revised FY 2019-20 & FY 2020-21

### Position Summary

	FY 2019-20	Revised FY 2019-20	Change + or (-)	FY 2020-21	Change + or (-)
Full-Time Positions					
Administrative Assistant II	1	1	-	1	-
Code Enforcement Inspector I	2	2	-	2	-
Director of Police Services	1	1	-	1	-
Management Analyst II	1	1	-	1	-
Lead Public Safety Officer (LPSO)	4	4	-	4	-
Youth Intervention Case Worker	1	1	-	1	-
Youth Intervention Program Supervisor	1	1	-	1	-
Total Number of Full-Time Positions	<u>11</u>	<u>11</u>	-	<u>11</u>	-
<u>Part-Time Non-Benefitted Hours</u>					
Total Number of Hours	18,304	18,304	-	18,304	-

# Police Administration (3110)

The Police Administration activity funds a large portion of two (2) full-time positions responsible for supervising the day-to-day operation of the department and one (1) full time and (1) one part-time clerical position.

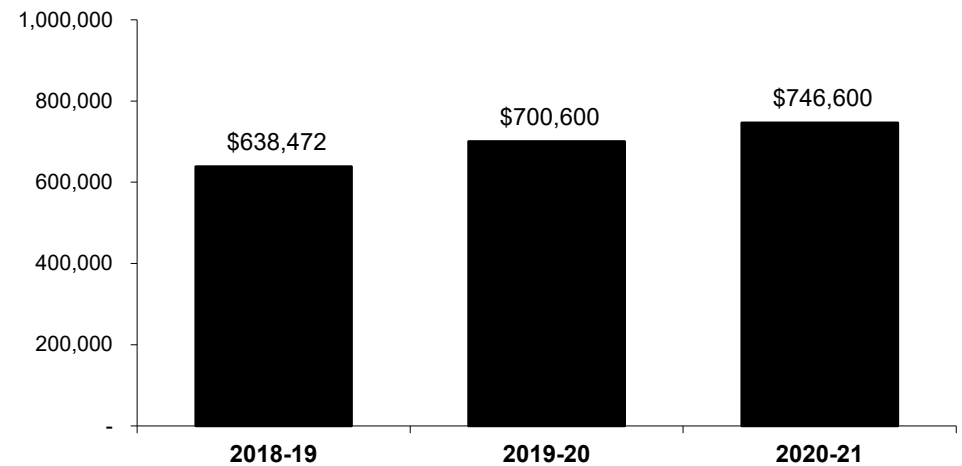
This activity also funds general office supplies, employee training, office equipment maintenance and contractual services for the Department of Police Service.

One of the primary functions of the Police Administration activity is to regulate and monitor the City's Regulatory Permit function which includes the sale of alcohol, adult businesses, towing services, carnivals, entertainment uses, taxi cabs, recycling dealers, pawn brokers, and solicitors. These types of use activities tend to require added calls for service.

## Activity Summary

	Actual	Final	Manager
	FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$ 597,303	649,100	683,300
Maintenance and Operations	74,477	77,700	77,700
Applied Revenues	(33,308)	(26,200)	(14,400)
Activity Total	<u>\$ 638,472</u>	<u>700,600</u>	<u>746,600</u>

## Fiscal Year Comparisons



**Police Administration (3110)**  
**(NEW ORG CODE:10102299)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111C	510010	PS Adm - Regular Salaries	\$ 219,312	\$ 228,800	\$ 228,800	\$ -	\$ 234,900
115Q	510020	PS Adm - PT Salaries	39,398	51,900	51,900	-	51,900
118C	511010	PS Adm - Lump Sum Payment	-	800	-	(800)	-
119C	512310	PS Adm - Applied Benefits	330,322	358,000	358,000	-	386,100
119Q	512310	PS Adm - PT Applied Benefits	8,271	10,400	10,400	-	10,400
		Total Salaries and Benefits	597,303	649,900	649,100	(800)	683,300
2200	521000	Supplies	17,824	19,500	19,500	-	19,500
3400	534000	Telephone	21,870	20,600	20,600	-	20,600
4210	540030	Travel and Meetings	42	2,000	2,000	-	2,000
4220	540010	Memberships	424	500	500	-	500
4250	540020	Training	607	2,000	2,000	-	2,000
4400	542050	Contractual Services	18,710	18,100	18,100	-	18,100
9300	592000	Equipment Usage	15,000	15,000	15,000	-	15,000
		Total Maintenance and Operations	74,477	77,700	77,700	-	77,700
AG00	451000	Regulatory Permits	(22,223)	(17,000)	(17,000)	-	(10,000)
AZ00	452050	Entertainment Permits	(8,905)	(2,000)	(7,000)	(5,000)	(2,200)
BH00	470090	Miscellaneous Fees	(2,180)	(2,500)	(2,200)	300	(2,200)
		Total Applied Revenues	(33,308)	(21,500)	(26,200)	(4,700)	(14,400)
		<b>- Activity Total -</b>	<b>\$ 638,472</b>	<b>\$ 706,100</b>	<b>\$ 700,600</b>	<b>\$ (5,500)</b>	<b>\$ 746,600</b>

\* Additional detail on following page(s)

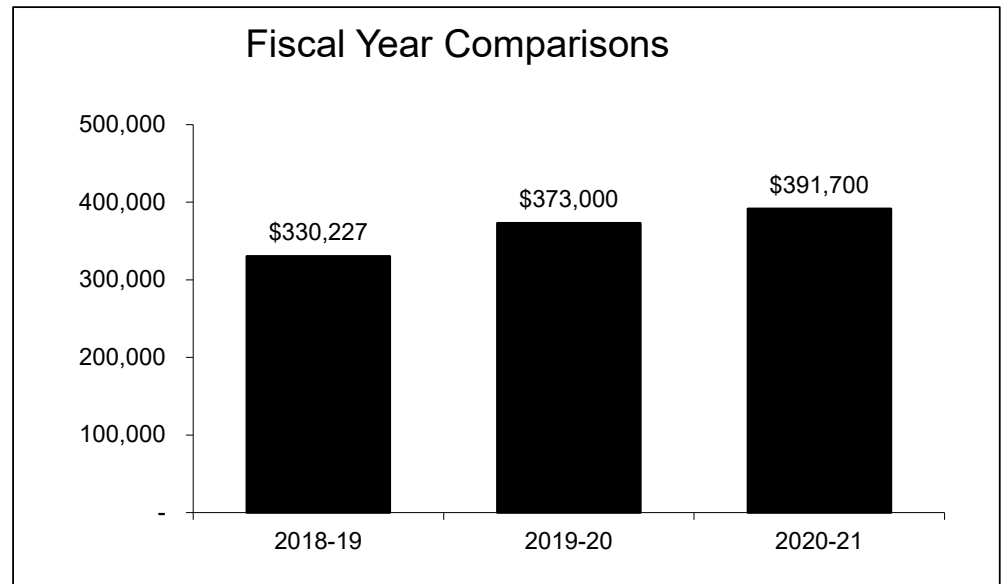
**Police Administration (3110) - Account Number Detail**

	Mid-Year	Final	
<b><u>Acct #2200</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Office/Administration Supplies	\$ 19,500	\$ 19,500	\$ 19,500
	\$ 19,500	\$ 19,500	\$ 19,500

	Mid-Year	Final	
<b><u>Acct #4400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Copier Lease	\$ 8,100	\$ 8,100	\$ 8,100
Vehicle Cleaning	2,000	2,000	2,000
Copier/Fax Maintenance	2,000	2,000	2,000
Document Maintenance	2,000	2,000	2,000
Printing	4,000	4,000	4,000
	\$ 18,100	\$ 18,100	\$ 18,100

[illegible]

This activity also coordinates outreach programs such as Red Ribbon Week for anti-drug awareness, Every 15 Minutes, which combats teen drinking and driving, and Diversity Summit educating and promoting competence among students through speakers, workshops, and cultural programs. Three full-time positions are funded through this account.

[illegible]

**Family and Youth Intervention Program (3120)**  
**(NEW ORG CODE:10102210)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111C	510010	PS Adm - Regular Salaries	\$ 117,368	\$ 121,300	\$ 121,300	\$ -	\$ 124,800
118C	511010	PS Adm - Lump Sum Payment	-	800	-	(800)	-
119C	512310	PS Adm - Applied Benefits	190,768	205,200	205,200	-	220,400
		Total Salaries and Benefits	308,135	327,300	326,500	(800)	345,200
2200	521000	Supplies	9,976	17,800	17,800	-	17,800
3400	534000	Telephone	645	700	700	-	700
4210	540030	Travel and Meetings	-	500	500	-	500
4220	540010	Memberships	-	600	600	-	600
4250	540020	Training	-	1,000	1,000	-	1,000
4400	542050	Contractual Services	23,971	32,400	32,400	-	32,400
		Total Maintenance and Operations	34,592	53,000	53,000	-	53,000
CE00	430100	Contributions	(6,500)	(6,500)	(6,500)	-	(6,500)
EA00	442000	State Grants/Subventions	(6,000)	(6,000)	-	6,000	-
		Total Applied Revenues	(12,500)	(12,500)	(6,500)	6,000	(6,500)
		<b>- Activity Total -</b>	<b>\$ 330,227</b>	<b>\$ 367,800</b>	<b>\$ 373,000</b>	<b>\$ 5,200</b>	<b>\$ 391,700</b>

\* Additional detail on following page(s)

**Family and Youth Intervention Program (3120) - Account Number Detail**

<b><u>Acct #2200</u></b>	<b>Mid-Year FY 2019-20</b>	<b>Final FY 2019-20</b>	<b>FY 2020-21</b>
Program Supplies	\$ 3,100	\$ 3,100	\$ 3,100
Youth Community Service	1,000	1,000	1,000
Parent Education	3,000	3,000	3,000
Red Ribbon Week	3,000	3,000	3,000
Youth Education	3,700	3,700	3,700
Nutrition	1,500	1,500	1,500
Diversity Program	1,000	1,000	1,000
Every 15 Minutes Supplies	1,000	1,000	1,000
Cesar Chavez Celebration	500	500	500
	<u>\$ 17,800</u>	<u>\$ 17,800</u>	<u>\$ 17,800</u>

<b><u>Acct #4400</u></b>	<b>Mid-Year FY 2019-20</b>	<b>Final FY 2019-20</b>	<b>FY 2020-21</b>
Every 15 Minutes	\$ 14,400	\$ 14,400	\$ 14,400
Diversity Program	6,000	6,000	6,000
Transportation (Museum of Tolerance)	5,000	5,000	5,000
Cesar Chavez Celebration	4,000	4,000	4,000
Red Ribbon Week	3,000	3,000	3,000
	<u>\$ 32,400</u>	<u>\$ 32,400</u>	<u>\$ 32,400</u>

[illegible][illegible][illegible]

### Fiscal Year Comparisons

Fiscal Year	Value
2018-19	\$8,921,474
2019-20	\$9,107,600
2020-21	\$9,564,500

[illegible]



**Contract Patrol (3130)**  
**(NEW ORG CODE:10102215)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
2200	521000	Supplies	\$ 33,354	\$ 38,500	\$ 38,500	\$ -	\$ 38,500
3400	534000	Telephone	5,199	6,500	6,500	-	6,500
4400	542050	Contractual Services	85,042	124,300	125,100	800	113,700
4900	544020	Intergovernmental Charges	9,100,806	9,259,800	9,217,800	(42,000)	9,630,200
6100	593000	Contributions	7,750	9,800	9,800	-	9,800
8810	581000	Principal	105,440	90,200	90,200	-	93,800
8820	582000	Interest	-	15,300	15,300	-	11,700
9300	592000	Equipment Usage	88,000	88,000	88,000	-	88,000
		Total Maintenance and Operations	9,425,591	9,632,400	9,591,200	(41,200)	9,992,200
BE00	470010	Citation Processing Fee	(51)	(200)	(200)	-	(200)
BH00	470090	Miscellaneous/Alarm Response Fees	(255,092)	(196,000)	(196,000)	-	(196,000)
BH02	470020	Miscellaneous/Police Reports	(14,048)	(16,000)	(14,000)	2,000	(14,000)
BRES	422040	Restitution/Emergency Response	(14,340)	(4,300)	(10,000)	(5,700)	(10,000)
FC00	462010	Fines/Impounds	(29,221)	(26,000)	(26,000)	-	(26,000)
GA00	812000	Sale of Property	-	(5,000)	(5,000)	-	(5,000)
HB00	810000	Trans from Public Safety Augmentation Fund	(191,364)	(76,500)	(76,500)	-	(76,500)
HJ00	810000	Trans from Suppl Law Enf Svc Fund (COPS)	-	(108,000)	(155,900)	(47,900)	(100,000)
		Total Applied Revenues	(504,117)	(432,000)	(483,600)	(51,600)	(427,700)
		<b>- Activity Total -</b>	<b>\$ 8,921,474</b>	<b>\$ 9,200,400</b>	<b>\$ 9,107,600</b>	<b>\$ (92,800)</b>	<b>\$ 9,564,500</b>

\* Additional detail on following page(s)

**Contract Patrol (3130) - Account Number Detail**

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #2200</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Police Equipment/Supplies	\$ 38,500	\$ 38,500	\$ 38,500
	\$ 38,500	\$ 38,500	\$ 38,500

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #4400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Misc. Equipment Maintenance/Replacement	\$ 5,000	\$ 5,000	\$ 5,000
MDC Cellular Service	46,000	46,000	37,000
MDC Maintenance	9,500	9,500	9,500
Radio Maintenance	8,400	8,400	10,000
Dictaphone Equipment Maintenance	4,000	4,000	-
False Alarm Service/DUI Restitution	31,000	31,000	31,000
Copier Lease	2,800	3,600	3,600
Copier Service	600	600	600
Web-Based Crime Data	3,000	3,000	3,000
Hazardous Waste Clean-up	2,000	2,000	2,000
Graffiti Tracker Service	12,000	12,000	12,000
	\$ 124,300	\$ 125,100	\$ 113,700

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #4900</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Sworn Personnel	\$ 7,819,300	\$ 7,819,300	\$ 8,169,130
Non-Sworn Personnel	413,600	413,600	432,100
Traffic Enforcement Overtime	50,000	50,000	52,240
Contract Personnel - OT Operations	700,000	700,000	731,320
Contract Personnel - Traffic Officer	224,900	224,900	234,960
Contract Personnel - Discretionary	52,000	10,000	10,450
	\$ 9,259,800	\$ 9,217,800	\$ 9,630,200

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #8810</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Lease Principal - 2nd of 5 years	\$ 90,200	\$ 90,200	\$ 93,800
	\$ 90,200	\$ 90,200	\$ 93,800

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #8820</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Lease Interest - 2nd of 5 years	\$ 15,300	\$ 15,300	\$ 11,700
	\$ 15,300	\$ 15,300	\$ 11,700

# PSO Patrol (3135)

This account funds full-time and part-time Public Safety Officers who provide support for sworn law enforcement activities and security at all City facilities and City sponsored events. Public Safety Officers represent a large portion of the law enforcement service level and handle a significant amount of calls for service that range from crime, traffic, collision, and missing person reports, to parking enforcement and front counter customer service.

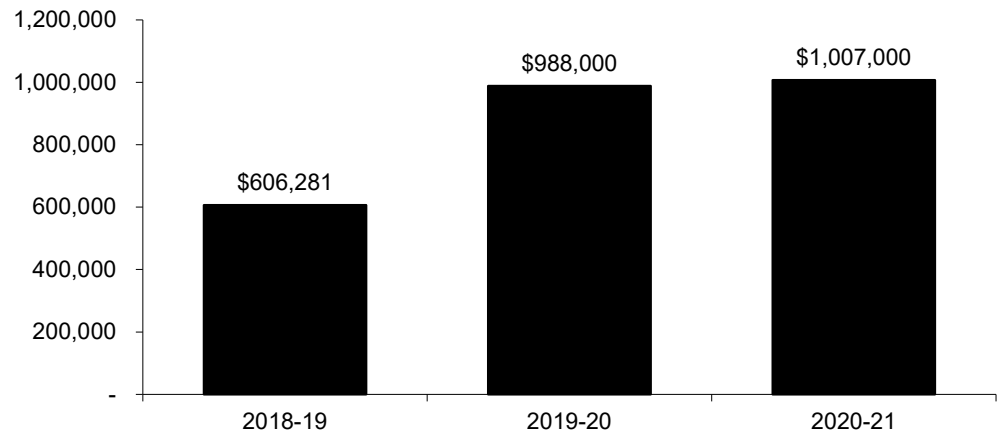
Equipment lease agreements and supplies for public safety personnel along with routine maintenance on equipment and supplies for Public Safety Officers are also funded by this activity.

This account also reflects funds generated from fines and parking citation fees.

## Activity Summary

	Actual	Final	Manager
	FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$ 850,520	1,089,900	1,107,700
Maintenance and Operations	222,188	209,400	209,400
Applied Revenues	(466,427)	(311,300)	(310,100)
Activity Total	\$ 606,281	988,000	1,007,000

## Fiscal Year Comparisons



**Public Safety Officer Patrol (3135)**  
**(NEW ORG CODE:10102220)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111C	510010	PS Adm - Regular Salaries	\$ 240,285	\$ 260,200	\$ 260,200	\$ -	\$ 263,500
114C	510040	PS Adm - OT Pay	16,436	29,500	29,500	-	29,500
114Q	510050	PS Adm - PT OT Pay	10,241	8,000	8,000	-	8,000
115Q	510020	PS Adm - PT Salaries	186,188	316,600	316,600	-	307,300
116C	510060	PS Adm - Standby Pay	280	300	500	200	500
116Q	510060	PS Adm - PT Standby Pay	210	200	500	300	500
118C	511010	PS Adm - Lump Sum Payment	-	1,600	-	(1,600)	-
119C	512310	PS Adm - Applied Benefits	357,920	411,200	411,200	-	435,800
119Q	512310	PS Adm - PT Applied Benefits	38,960	63,400	63,400	-	62,600
		Total Salaries and Benefits	850,520	1,091,000	1,089,900	(1,100)	1,107,700
2200	521000	Supplies	45,916	44,500	44,500	-	44,500
3400	534000	Telephone	1,824	1,900	2,000	100	2,000
4400	542050	Contractual Services	140,448	87,300	128,900	41,600	128,900
9300	592000	Equipment Usage	34,000	34,000	34,000	-	34,000
		Total Maintenance and Operations	222,188	167,700	209,400	41,700	209,400
BW00	422045	Guard Fees	(14,215)	(10,100)	(11,300)	(1,200)	(10,100)
	444000	OP - Federal Funding	(743)	-	-	-	-
FB00	462010	Fines/Other	(451,469)	(265,300)	(300,000)	(34,700)	(300,000)
		Total Applied Revenues	(466,427)	(275,400)	(311,300)	(35,900)	(310,100)
		<b>- Activity Total -</b>	<u>606,282</u>	<u>\$ 983,300</u>	<u>\$ 988,000</u>	<u>\$ 4,700</u>	<u>\$ 1,007,000</u>

\*

\*

\* Additional detail on following page(s)

**Public Safety Officer Patrol (3135) - Account Number Detail**

<b><u>Acct #2200</u></b>	<b>Mid-Year FY 2019-20</b>	<b>Final FY 2019-20</b>	<b>FY 2020-21</b>
Parking Citations	\$ 4,500	\$ 4,500	\$ 4,500
Uniforms	10,000	10,000	10,000
Vehicle Supplies	5,200	5,200	5,200
Batteries	4,500	4,500	4,500
Miscellaneous Supplies	14,500	14,500	14,500
Safety Vest	5,800	5,800	5,800
	<u>\$ 44,500</u>	<u>\$ 44,500</u>	<u>\$ 44,500</u>

<b><u>Acct #4400</u></b>	<b>Mid-Year FY 2019-20</b>	<b>Final FY 2019-20</b>	<b>FY 2020-21</b>
Radio Frequency Lease	\$ 6,700	\$ 6,700	\$ 6,700
Active Net	700	700	700
GPS Service	4,500	4,500	4,500
Vehicle Maintenance/Repairs	7,000	7,000	7,000
Parking Citation Services	68,400	110,000	110,000
	<u>\$ 87,300</u>	<u>\$ 128,900</u>	<u>\$ 128,900</u>

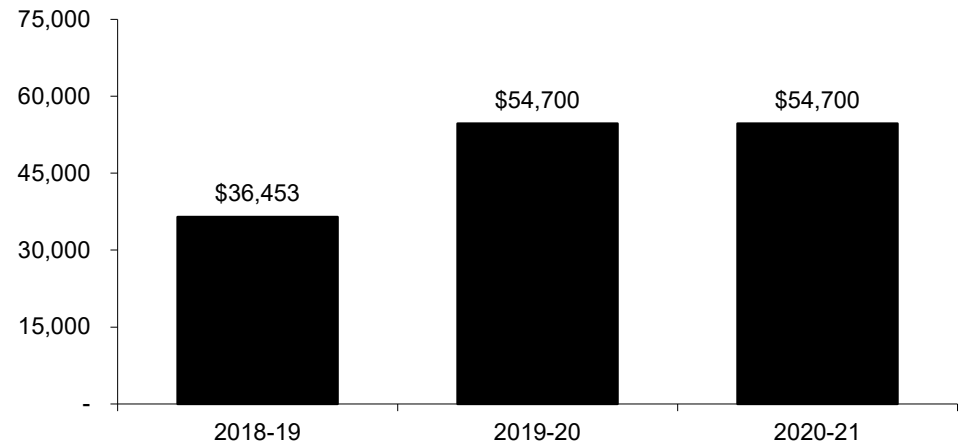
# Animal Control (3150)

This account funds a portion of a full-time Lead Public Safety officer who coordinates and administers the City's pet licensing in the community. This account also funds supplies and contractual service such as animal control services with the Southeast Area Animal Control Authority (SEACA), including yearly canvassing and a rabies clinic.

## Activity Summary

		Actual	Final	Manager
		FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$	-	-	-
Maintenance and Operations		92,316	105,700	105,700
Applied Revenues		(55,863)	(51,000)	(51,000)
Activity Total	\$	36,453	54,700	54,700

## Fiscal Year Comparisons



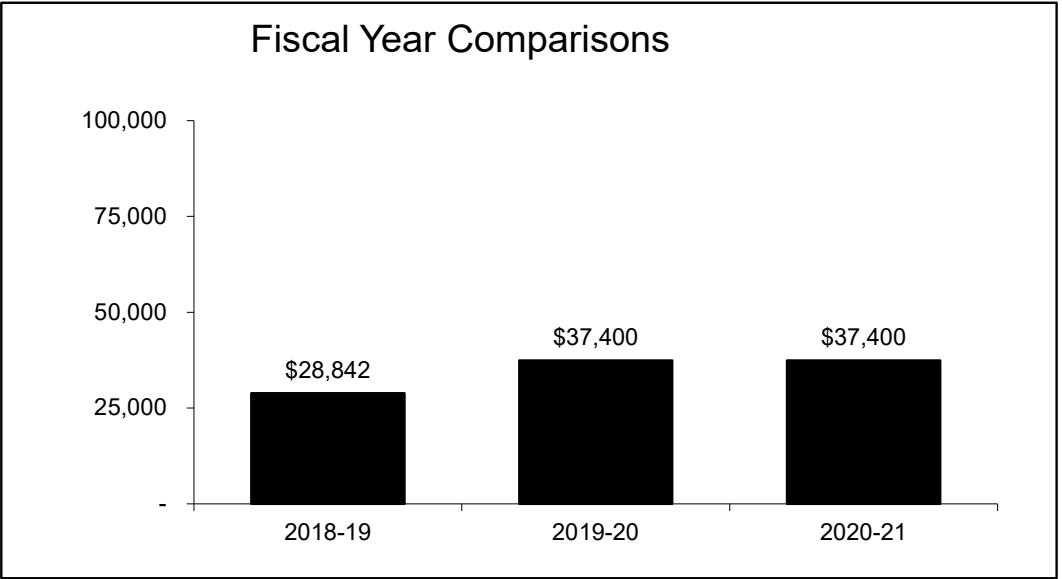
**Animal Control (3150)**  
**(NEW ORG CODE:10102225)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
2200	521000	Supplies	1,992	2,000	2,000	-	2,000
4400	542050	Contractual Services/Animal Control	4,384	13,700	13,700	-	13,700
4900	544020	Intergovernmental Charges - SEAACA	<u>85,940</u>	<u>96,000</u>	<u>90,000</u>	<u>(6,000)</u>	<u>90,000</u>
		Total Maintenance and Operations	92,316	111,700	105,700	(6,000)	105,700
AD00	452060	Animal Licenses	<u>(55,863)</u>	<u>(53,000)</u>	<u>(51,000)</u>	<u>2,000</u>	<u>(51,000)</u>
		Total Applied Revenues	(55,863)	(53,000)	(51,000)	2,000	(51,000)
		<b>- Activity Total -</b>	<u>\$ 36,453</u>	<u>\$ 58,700</u>	<u>\$ 54,700</u>	<u>\$ (4,000)</u>	<u>\$ 54,700</u>

# Emergency Preparedness (3180)

This activity funds a portion of a Lead Public Safety Officer that coordinates and administers the City's Residential Emergency Preparedness Programs. In addition, this account also provides funding for emergency supplies, emergency equipment and contractual services such as the Rapid Notify System (RNS).

Activity Summary			
		Final	Manager
	Actual	Est.	Recommended
	FY 2018-19	FY 2019-20	FY 2020-21
Salaries and Benefits	\$ 8,623	-	-
Maintenance and Operations	20,219	37,400	37,400
Applied Revenues	-	-	-
Activity Total	\$ 28,842	37,400	37,400





**Emergency Preparedness (3180)**  
**(NEW ORG CODE:10102230)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111C	510010	PS Adm - Regular Salaries	\$ 2,852	\$ -	\$ -	\$ -	\$ -
114F	510040	PW Mtc - OT Pay	1,446	-	-	-	-
119C	512310	PS Adm - Applied Benefits	<u>4,325</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
		Total Salaries and Benefits	8,623	-	-	-	-
2200	521000	Supplies	5,845	15,500	15,500	-	15,500 *
3400	534000	Telephone	-	900	-	(900)	-
4220	540010	Memberships	-	300	-	(300)	-
4400	542050	Contractual Services	14,174	18,300	18,300	-	18,300 *
4900	544020	Intergovernmental Charges	-	3,400	3,400	-	3,400 *
9300	592000	Equipment Usage	<u>200</u>	<u>200</u>	<u>200</u>	<u>-</u>	<u>200</u>
		Total Maintenance and Operations	20,219	38,600	37,400	(1,200)	37,400
CE00	430100	Contributions	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
		Total Applied Revenues	-	-	-	-	-
		<b>- Activity Total -</b>	<u>\$ 28,842</u>	<u>\$ 38,600</u>	<u>\$ 37,400</u>	<u>\$ (1,200)</u>	<u>\$ 37,400</u>

\* Additional detail on following page(s)

**Emergency Preparedness (3180) - Account Number Detail**

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #2200</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
SNT/BEPN Containers Supplies	\$ 6,000	\$ 6,000	\$ 6,000
Public Safety Awareness Event	6,000	6,000	6,000
SNT/BEPN Promotional Materials	<u>3,500</u>	<u>3,500</u>	<u>3,500</u>
	\$ 15,500	\$ 15,500	\$ 15,500

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #4400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Rapid Notify	\$ 12,300	\$ 12,300	\$ 12,300
Public Safety Awareness Event	3,000	3,000	3,000
SNT/BEPN Containers Maintenance	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>
	\$ 18,300	\$ 18,300	\$ 18,300

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #4900</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Area E Dues	\$ 3,400	\$ 3,400	\$ 3,400
	\$ 3,400	\$ 3,400	\$ 3,400

# Code Enforcement (3185)

Code Enforcement ensures that properties throughout the City are maintained in conformance with applicable zoning and property maintenance codes in order to preserve a safe and attractive living and working environment.

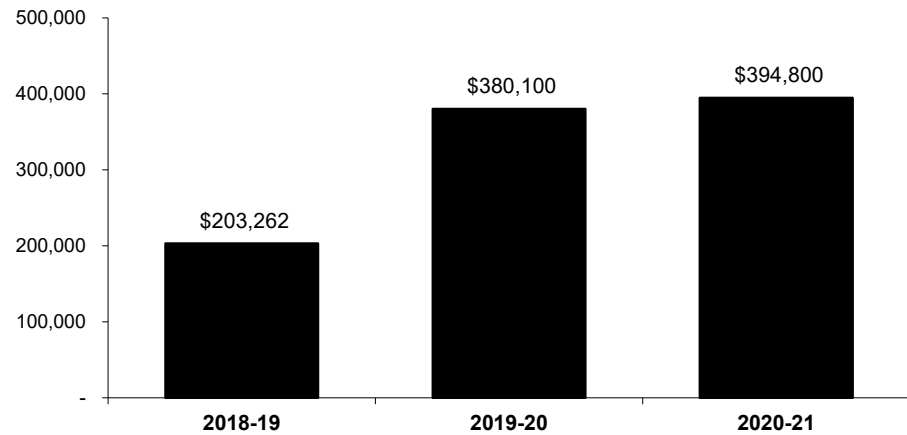
Typical issues handled by the Code Enforcement are:

- \* Property Maintenance and Zoning violations.
- \* Construction without a permit.
- \* Activities or land uses occurring without proper permits or city approvals.
- \* Illegal signs and banners.
- \* Inoperative vehicles.
- \* Concerns raised by the City's Beautification Committee.

## Activity Summary

	Actual	Final	Manager
	FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$ 175,276	316,400	327,800
Maintenance and Operations	46,217	70,300	74,000
Applied Revenues	(18,231)	(6,600)	(7,000)
Activity Total	\$ 203,262	380,100	394,800

## Fiscal Year Comparisons



**Code Enforcement (3185)**  
**(NEW ORG CODE:10102235)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111C	510010	PS - Regular Salaries	\$ 66,764	\$ 126,700	\$ 126,700	\$ -	\$ 127,400
118C	511010	PS - Lump Sum Payment	-	800	-	(800)	-
119C	512310	PS - Applied Benefits	108,512	189,700	189,700	-	200,400
		Total Salaries and Benefits	175,276	317,200	316,400	(800)	327,800
2200	521000	Supplies	1,673	4,500	6,000	1,500	6,000
3400	534000	Telephone	1,683	2,000	2,000	-	2,300
4100	542010	Advertising	1,887	2,000	2,000	-	2,000
4220	540010	Membership	95	400	500	100	500
4250	540020	Training	691	1,500	3,000	1,500	3,000
4400	542050	Contractual Services	19,988	27,700	36,600	8,900	40,000
9300	592000	Equipment Usage	20,200	20,200	20,200	-	20,200
		Total Maintenance and Operations	46,217	58,300	70,300	12,000	74,000
FB00	462010	Fines/Other	(18,231)	(6,600)	(6,600)	-	(7,000)
		Total Applied Revenues	(18,231)	(6,600)	(6,600)	-	(7,000)
		<b>- Activity Total -</b>	<b>\$ 203,262</b>	<b>\$ 368,900</b>	<b>\$ 380,100</b>	<b>\$ 11,200</b>	<b>\$ 394,800</b>

\*

Additional detail on following page(s)

**Code Enforcement (3185) - Account Number Detail**

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #4400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Case Management Software	\$ 5,400	\$ 5,400	\$ 5,400
Administrative Citation Services	2,000	2,200	3,000
Equipment Maintenance/Replacement	1,000	1,000	1,000
Environmental Cleanups	<u>19,300</u>	<u>28,000</u>	<u>30,600</u>
	\$ 27,700	\$ 36,600	\$ 40,000

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Activity Summary			
	Actual	Final	Manager
	FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$ 43,626	42,600	41,800
Maintenance and Operations	126,330	164,800	164,800
Applied Revenues	-	-	-
Activity Total	\$ 169,956	207,400	206,600



**Facility Operations (3190)**  
**(NEW ORG CODE:10102240)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111F	510010	PW Mtc - Regular Salaries	10,984	10,600	10,600	-	10,600
114F	510040	PW Mtc - OT Pay	9,037	10,000	10,000	-	10,000
114T	510050	PW Mtc - PT OT Pay	260	-	-	-	-
118F	511010	PW Mtc - Lump Sum Payment	-	100	-	(100)	-
119F	512310	PW Mtc - Applied Benefits	23,345	22,200	22,000	(200)	21,200
		Total Salaries and Benefits	43,626	42,900	42,600	(300)	41,800
2200	521000	Supplies	4,335	10,400	10,400	-	10,400
3100	531000	Electricity	14,399	19,500	19,500	-	19,500
3200	532000	Natural Gas	586	600	600	-	600
3300	533000	Water	3,156	3,500	3,500	-	3,500
3400	534000	Telephone	1,671	1,300	2,300	1,000	2,300
4400	542050	Contractual Services	95,083	120,700	121,400	700	121,400
9300	592000	Equipment Usage	7,100	7,100	7,100	-	7,100
		Total Maintenance and Operations	126,330	163,100	164,800	1,700	164,800
		<b>- Activity Total -</b>	<b>\$ 169,956</b>	<b>\$ 206,000</b>	<b>\$ 207,400</b>	<b>\$ 1,400</b>	<b>\$ 206,600</b>

\* Additional detail on following page(s)

**Facility Operations (3190) - Account Number Detail**

<b><u>Acct #4400</u></b>	<b>Mid-Year FY 2019-20</b>	<b>Final FY 2019-20</b>	<b>FY 2020-21</b>
Alarm Monitoring	\$ 23,100	\$ 23,100	\$ 23,100
Alarm Services - Citywide	16,000	16,000	16,000
Janitorial Services	38,000	38,000	38,000
Landscape Services	16,700	16,700	16,700
Building Maintenance - Extraordinary	12,000	12,000	12,000
Laundry	3,000	3,000	3,000
Communication Services	2,700	3,400	3,400
Elevator Maintenance	2,800	2,800	2,800
Window Cleaning Services	2,900	2,900	2,900
Exterminator Service	2,300	2,300	2,300
Fire Sprinkler Test/Inspection	1,200	1,200	1,200
	<u>\$ 120,700</u>	<u>\$ 121,400</u>	<u>\$ 121,400</u>



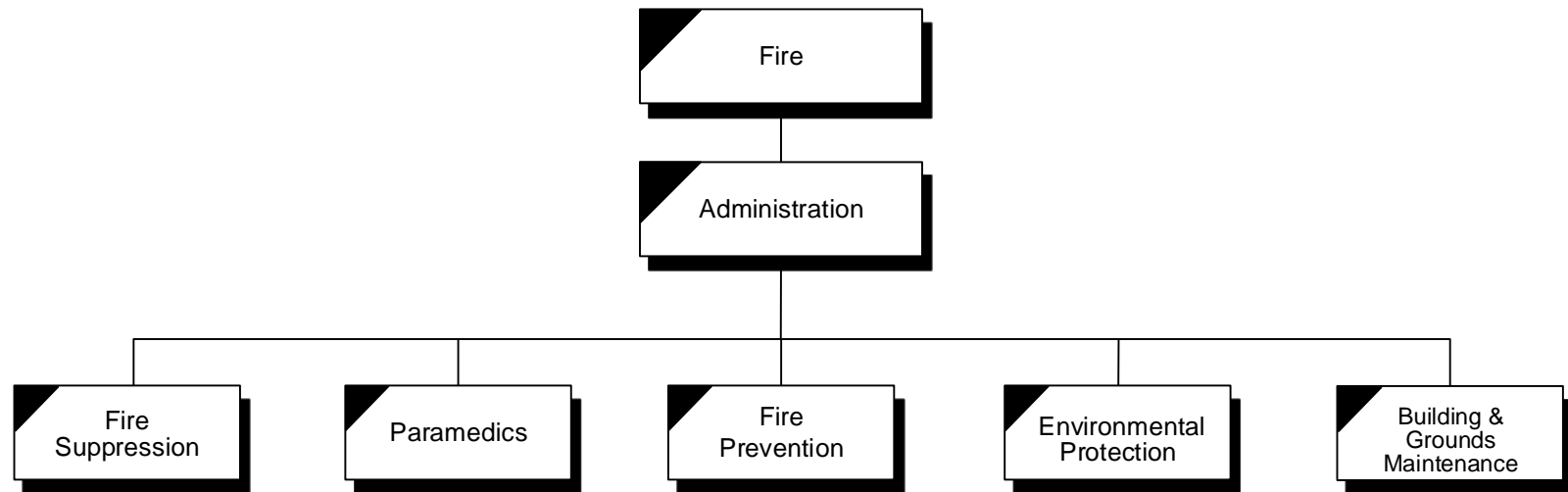


# FIRE RESCUE



The Department of Fire-Rescue is entrusted with the responsibility of providing the community, its residential and business citizens and the many visitors that pass through our City on a daily basis with the highest level standard of care and emergency response in regards to the preservation of life, property and the environment. Historically, the City has been charged with the tasks of managing numerous naturally occurring and human-caused events such as earthquakes, flooding, residential and commercial structure fires, environmentally hazardous conditions, multi-casualty medical events and numerous other catastrophic occurrences. The Department of Fire Rescue also provides assistance to other local California cities in regards to brush fires, mud slides, hazardous materials response, urban search and rescue and other major emergencies as provided by the California Master Mutual Aid Agreement. The Department of Fire-Rescue is composed of a highly trained staff operating out of four (4) fire stations. They respond and are trained to the highest level in regards to emergency medical response, Hazardous Materials Type I Response including incidents involving acts of terrorism, Urban Search and Rescue Regional Task Force Response, structural and brush firefighting tactics, fire prevention and other skills related to emergency response. The Department manages a full service Certified Unified Program Agency (CUPA), Environmental Protection Division and Fire Prevention Division. The City is home of several of the top chemical distribution companies in the country as well as two of the most heavily traveled interstates, railroad routes and state highways. The Department of Fire-Rescue continues to invest in numerous training courses and exercises in order to maintain and increase the skills, knowledge and ability to effectively respond to the needs of the community during an emergency.

Below is a chart showing the department's activities. More detailed information is available on the following pages:



# Fire-Rescue



## FY 2019-20 Final Estimates & FY 2020-21 Budget

### Department Summary

Activity		Actual	Mid-Year	Final	Manager
Number	Name	FY 2018-19	Budget FY 2019-20	Estimate FY 2019-20	Recommended FY 2020-21
3210	Administration	\$ 277,571	\$ 274,700	\$ 278,200	\$ 270,700
3220	Suppression	12,842,009	14,114,600	12,959,200	13,820,450
3230	Paramedics	1,847,745	1,884,100	1,920,800	1,847,400
3240	Fire Prevention	376,592	646,400	244,000	603,000
3260	Environmental Protection Services	714,257	682,200	705,300	801,200
3290	Buildings and Grounds Maintenance	175,277	186,600	195,500	196,300
Department Total		<u>\$ 16,233,450</u>	<u>\$ 17,788,600</u>	<u>\$ 16,303,000</u>	<u>\$ 17,539,050</u>

# Fire - Rescue



## Revised FY 2019-20 & FY 2020-21

### Position Summary

Full-Time Positions	FY 2019-20	Revised FY 2019-20	Change + or (-)	FY 2020-21	Change + or (-)
Administrative Assistant II	2	2	-	2	-
Deputy Director of Environmental Protection Division	1	1	-	1	-
Deputy Fire Marshall	1	1	-	1	-
Director of Environmental Protection Division & Fire Prevention Bureau	1	1	-	1	-
Environmental Protection Division/Fire Prevention Bureau Specialist	1	1	-	1	-
Fire & Environmental Safety Inspector I	1	1	-	1	-
Fire & Environmental Safety Inspector II	3	3	-	3	-
Fire Chief	1	1	-	1	-
Battalion Chief	4	4	-	4	-
Fire Captain	12	12	-	12	-
Fire Engineer	12	12	-	12	-
Firefighter	9	9	-	9	-
Firefighter/Paramedic II	9	9	-	9	-
Total Number of Full-Time Positions	<u>57</u>	<u>57</u>	-	<u>57</u>	-
<u>Part-Time Non-Benefitted Hours</u>					
Total Number of Hours	2,860	2,860	-	2,860	-

# Fire Administration (3210)

The Fire Administration activity consists of the Fire Chief and his Administrative Staff. The Fire Chief, under the direction of the City Manager and the City Council, is responsible for long-range planning, budgeting, personnel development, and for setting and meeting specific goals and objectives related to maintaining and improving levels of service to the community.

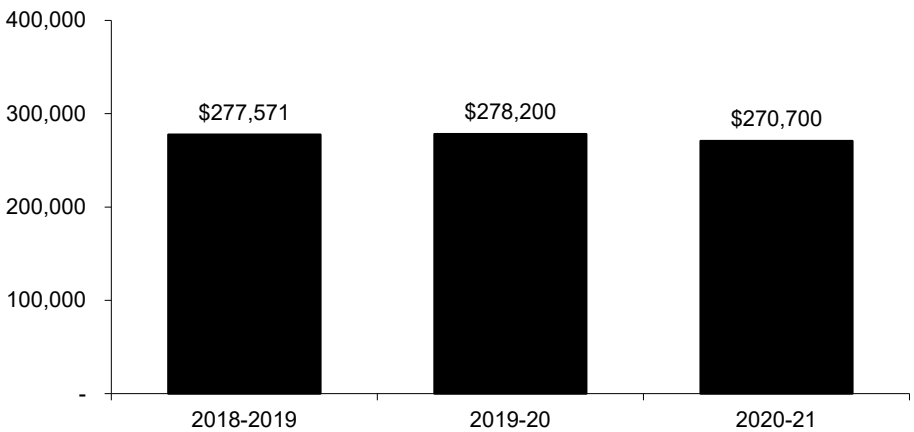
The Fire Chief achieves these standards by providing leadership and employing a variety of modern management techniques. The Fire Chief recruits, selects, and provides continuous development to ensure a high level of competence and integrity in his staff. The Fire Department's service objectives are currently achieved by maintaining four strategically-located fire stations within the City, staffed by 45 dedicated personnel. All residents benefit from prompt response by emergency service units.

The Fire Chief and his administrative staff are constantly seeking out new programs and innovations to maintain the highest level of service at the most reasonable cost. One such area is in the upgrading and refining of mutual and automatic aid agreements with other agencies facing the same economic challenges. With these comprehensive automatic aid agreements in place, the department has additional resources available for response for each agency and greater flexibility in determining the closest fire engine or paramedic unit for response. The City has automatic aid agreements with Downey, Compton, La Habra Heights, Vernon, Long Beach and the Los Angeles County Fire Department.

## Activity Summary

		Actual	Final	Manager
		FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$	239,186	235,900	225,700
Maintenance and Operations		38,478	42,300	45,000
Applied Revenues		(93)	-	-
Activity Total	\$	277,571	278,200	270,700

## Fiscal Year Comparisons



**Fire Administration (3210)**  
**(NEW ORG CODE:10102199)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111K	510010	FD - Regular Salaries	68,364	63,400	65,600	2,200	65,200
115X	510020	FD - PT Salaries	8,208	9,800	6,500	(3,300)	10,800
118K	511010	FD - Lump Sum Payment	-	100	100	-	-
119K	512310	FD - Applied Benefits	162,614	157,200	163,000	5,800	148,900
119X	512310	FD - PT Applied Benefits	-	700	700	-	800
		Total Salaries and Benefits	239,186	231,200	235,900	4,700	225,700
2200	521000	Supplies	9,846	10,000	10,000	-	10,000
3400	534000	Telephone	24,242	21,000	23,800	2,800	24,000
4210	540030	Travel and Meetings	1,003	5,000	1,000	(4,000)	3,000
4220	540010	Memberships	60	1,000	500	(500)	1,000
4401	542020	Printing/Postage	85	500	500	-	500
4404	543069	Office Furniture/Equipment Rep.	-	2,000	2,000	-	2,000
4428	542030	Photocopier Lease/Maintenance	3,242	4,000	4,500	500	4,500
		Total Maintenance and Operations	38,478	43,500	42,300	(1,200)	45,000
BH00	470090	Miscellaneous Fees	(93)	-	-	-	-
		Total Applied Revenues	(93)	-	-	-	-
		<b>- Activity Total -</b>	<b>\$ 277,571</b>	<b>\$ 274,700</b>	<b>\$ 278,200</b>	<b>\$ 3,500</b>	<b>\$ 270,700</b>

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\* Additional detail on following page(s)

**Fire Administration (3210) - Account Number Detail**

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #2200</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Office Supplies	\$ 3,300	\$ 3,300	\$ 3,300
Printers/Ink	2,700	2,700	2,700
Books/Pamphlets/Subscriptions	1,000	1,000	1,000
Other Supplies	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>
	\$ 10,000	\$ 10,000	\$ 10,000

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #3400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Landline	\$ 19,500	\$ 22,300	\$ 22,300
Cellular Phones	<u>1,500</u>	<u>1,500</u>	<u>1,700</u>
	\$ 21,000	\$ 23,800	\$ 24,000

# Fire Suppression (3220)



The Fire Suppression Activity is charged with the responsibility of providing fast and efficient emergency response to fires, hazardous conditions, rescues, illnesses, or any other conditions where the health, safety and welfare of the public is in jeopardy. One measurement of the capabilities of this activity has been the grade assigned to the Fire Department by the Insurance Service Organization (ISO). The grading schedule also considers the water system, communications, staffing, training, and facilities. This grading is used by the insurance industry to determine fire insurance rates for homeowners and businesses within the City. On a scale of one to ten, with one being the most desirable, the City of Santa Fe Springs currently maintains a Class Two rating.

Command and control emergency operations are provided on a daily basis by three Division Chiefs on a shift schedule. In addition to daily emergency operations, each Division Chief performs several different staff assignments. These duties include: Administration & Special Operations (Hazardous Materials Response, Emergency Medical Services and Urban Search and Rescue), Emergency Operations and Training, and Support Services (Building and Grounds and Fleet Maintenance).

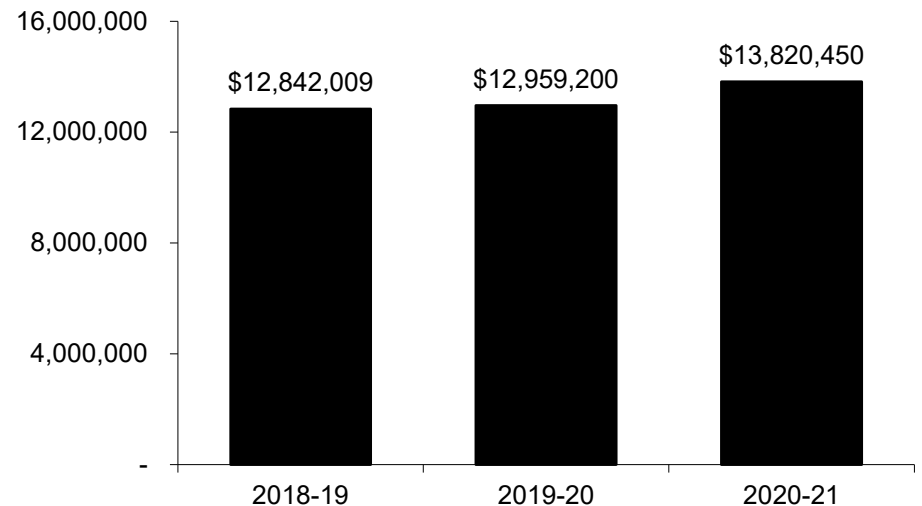
The Fire Suppression Activity strives to achieve the highest quality of dependable economical services possible. This is accomplished through the use of clearly established standard operational guidelines and by employing and developing the most highly motivated and skilled personnel.

## Activity Summary



		Final	Manager
	Actual	Est.	Recommended
	FY 2018-19	FY 2019-20	FY 2020-21
Salaries and Benefits	\$ 12,250,128	12,367,400	12,492,300
Maintenance and Operations	1,072,950	926,300	1,463,150
Applied Revenues	(481,069)	(334,500)	(135,000)
Activity Total	\$ 12,842,009	12,959,200	13,820,450

## Fiscal Year Comparisons





**Fire Suppression (3220)**  
**(NEW ORG CODE:10102110)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111F	510010	PW Mtc - Regular Salaries	\$ 49,646	\$ 31,200	\$ -	\$ (31,200)	\$ 37,800
111K	510010	FD Sup - Regular Salaries	3,535,321	3,828,900	3,600,000	(228,900)	3,917,500
112K	510070	FD Sup - Acting Pay	984	3,000	1,000	(2,000)	-
114F	510040	PW Mtc - OT Pay	2,285	-	-	-	-
114K	510040	FD - OT Pay	2,009,559	1,730,000	1,620,000	(110,000)	1,300,000
115T	510020	PW Mtc - PT Salaries	-	19,200	-	(19,200)	-
118F	511010	PW Mtc - Lump Sum Payments	-	300	-	(300)	-
118K	511010	FD - Lump Sum Payment	-	-	-	-	-
119F	512310	PW Mtc - Applied Benefits	83,665	43,100	-	(43,100)	61,000
119K	512310	FD - Applied Benefits	<u>6,568,667</u>	<u>7,757,500</u>	<u>7,146,400</u>	<u>(611,100)</u>	<u>7,176,000</u>
		Total Salaries and Benefits	12,250,128	13,413,200	12,367,400	(1,045,800)	12,492,300
2200	521000	Supplies	44,069	37,000	37,000	-	37,000
2204	522010	Safety Clothing	43,375	25,000	34,000	9,000	30,000
2205	522015	Uniforms	37,886	25,000	30,000	5,000	27,500
2206	521005	Gasoline	11,508	15,000	15,000	-	15,000
2207	521015	Diesel	68,110	65,000	76,000	11,000	70,000
2211	523025	Mechanical Parts	74,574	80,000	65,000	(15,000)	80,000
2212	522025	Miscellaneous Small Tools	13,359	12,000	12,000	-	12,000
2214	522030	Training Supplies	32,632	25,000	25,000	-	25,000
2221	522040	Explorer Post	2,582	2,000	2,000	-	2,000
2227	523030	Firefighting Equipment Replacement	9,320	10,000	11,500	1,500	10,000
2261	522035	Computer Supplies	1,897	2,200	2,200	-	2,200
2263	523015	HAZ MAT Equipment/Supplies	20,043	20,000	20,000	-	20,000
2264	523020	USAR Equipment/Supplies	6,018	6,000	6,000	-	6,000
3400	534000	Telephone	21,245	20,000	23,000	3,000	23,000
4210	540030	Travel and Meetings	2,835	3,600	3,200	(400)	3,600
4220	540010	Memberships	1,500	1,600	1,100	(500)	1,600
4250	540020	Training	44,298	35,000	33,000	(2,000)	35,000
4400	542050	Contractual Services	1,584	4,000	4,000	-	6,000
4401	542020	Printing/Postage	426	500	500	-	500
4403	542040	Mobile/Portable Radio/Pager Service	7,573	9,000	9,000	-	9,000
4408	543077	Air Compressor Maintenance	1,468	2,700	2,500	(200)	2,700
4409	543071	Test/Repair Air Regs/Bottles	10,234	10,000	10,000	-	10,000
4411	543067	Miscellaneous Vehicle Repairs	72,321	78,000	98,000	20,000	70,000

\* Additional detail on following page(s)

**Fire Suppression (3220) - continued**  
**(NEW ORG CODE:10102110)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
		continued -					
4422	543069	Appliance/Furniture/Carpet Repairs	11,127	14,000	14,000	-	14,000
4423	543073	Ladder Testing	3,756	5,000	4,000	(1,000)	5,000
4426	543079	Annual Hurst Tool Service	-	1,500	1,500	-	1,500
4461	543075	Computer Maintenance/Service	8,375	-	-	-	4,000
4900	544020	Intergovernmental	-	-	-	-	-
4904	544030	Communication/Dispatch Center	227,336	230,000	186,000	(44,000)	246,000
7300	573400	Furniture/Equipment	-	-	-	-	-
8810	581000	Principal	263,689	175,700	175,700	-	478,650
8820	582000	Interest	19,310	14,600	14,600	-	205,400
9300	592000	Equipment Usage	10,500	10,500	10,500	-	10,500
		Total Maintenance and Operations	1,072,950	939,900	926,300	(13,600)	1,463,150
BJ00	422035	Contracted Svcs / Rio Hondo Reimb.	(15,892)	(25,000)	-	25,000	-
BRES	422040	Emergency Response Reimbursement	(351,464)	(105,000)	(226,000)	(121,000)	(25,000)
HB00	810000	Transfer From P.S.A.F.	(113,713)	(108,500)	(108,500)	-	(110,000)
		Total Applied Revenues	(481,069)	(238,500)	(334,500)	(96,000)	(135,000)
		<b>- Activity Total -</b>	<u>12,842,009</u>	<u>\$ 14,114,600</u>	<u>\$ 12,959,200</u>	<u>\$ (1,155,400)</u>	<u>\$ 13,820,450</u>

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\* Additional detail on following page(s)

# **Fire Suppression (3220) - Account Number Detail**

	Mid-Year	Final	
<b><u>Acct #119K</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Applied Benefits	\$ 6,713,500	\$ 5,913,300	\$ 7,176,000
PERS Side Fund Debt Service - Principal	872,200	872,200	-
PERS Side Fund Debt Service - Interest	24,500	24,500	-
	<u>\$ 7,610,200</u>	<u>\$ 6,810,000</u>	<u>\$ 7,176,000</u>

	Mid-Year	Final	
<b><u>Acct #2200</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Office Supplies	\$ 3,500	\$ 3,500	\$ 3,500
Printers/Ink	3,000	3,000	3,000
Books/Pamphlets/Subscriptions	2,000	2,000	2,000
Cleaning/Soap/Restroom Supplies	6,500	6,500	6,500
Kitchen Supplies	4,000	4,000	4,000
Cleaning Appliances - Mops/Brooms/Vacuums	4,000	4,000	4,000
Apparatus/Vehicle Cleaning/Maintenance Supplies	3,500	3,500	3,500
Linen and Shop Rags	2,500	2,500	2,500
Mechanic Shop Tools/Supplies	2,000	2,000	2,000
Other Supplies	6,000	6,000	6,000
	<u>\$ 37,000</u>	<u>\$ 37,000</u>	<u>\$ 37,000</u>

	Mid-Year	Final	
<b><u>Acct #2211</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Vehicle/Apparatus Parts	\$ 44,000	\$ 41,000	\$ 44,000
Tires	25,000	15,000	25,000
Batteries	5,000	5,000	5,000
Lubricants	4,500	2,500	4,500
Welding Material	1,000	1,000	1,000
Repair/Re-chrome Equipment	500	500	500
	<u>\$ 80,000</u>	<u>\$ 65,000</u>	<u>\$ 80,000</u>

	Mid-Year	Final	
<b><u>Acct #3400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Landline	\$ 6,000	\$ 6,000	\$ 6,000
Cellular/Broadband/Smart Classroom	3,000	3,100	3,100
Satellite Phone	2,800	3,200	3,200
Mobile Data Communication Broadband	6,200	6,800	6,800
Apparatus/Assigned Staff Cell Phones	2,000	3,900	3,900
	<u>\$ 20,000</u>	<u>\$ 23,000</u>	<u>\$ 23,000</u>

	Mid-Year	Final	
<b><u>Acct #8810</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Lease Principal - 8th of 8 years	\$ 94,800	\$ 94,800	\$ -
Lease Principal - 3rd of 7 years	80,900	80,900	85,500
Lease Principal - 1st of 7 years	-	-	190,610
Lease Principal - 1st of 7 years	-	-	107,230
Lease Principal - 1st of 7 years	-	-	95,310
	<u>\$ 175,700</u>	<u>\$ 175,700</u>	<u>\$ 478,650</u>

**Fire Suppression (3220) - Account Number Detail - Continued**

<b><u>Acct #8820</u></b>	<b><u>Mid-Year FY 2019-20</u></b>	<b><u>Final FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Lease Interest - 8th of 8 years	\$ 2,700	\$ 2,700	\$ -
Lease Principal - 3rd of 7 years	11,900	11,900	7,400
Lease Interest - 1st of 7 years	-	-	96,000
Lease Interest - 1st of 7 years	-	-	54,000
Lease Interest - 1st of 7 years	-	-	48,000
	<u>\$ 14,600</u>	<u>\$ 14,600</u>	<u>\$ 205,400</u>

# Paramedics (3230)



The Paramedics Activity is charged with the responsibility of providing fast and efficient emergency medical care. This objective is currently met with a two-person Paramedic Squad, and when paramedic manpower allows, up to three Paramedic assessment engines are placed into service on a daily basis.

The Activity's specific service objectives are as follows:

- ☐ Maintain advance life support (ALS) service in a timely manner to all areas of the community using state-of-the-art equipment, and personnel trained in the most modern emergency medical techniques.
- ☐ Maintain the highest level of emergency medical services to the community using training, education, and re-evaluation of these skills through our Quality Improvement Program.
- ☐ Prepare and maintain reports on the use of the emergency paramedic ambulance service and manage the program in an effective and efficient manner.
- ☐ Market enrollment in the paramedic advanced life support response fee subscription program to residents and business owners.

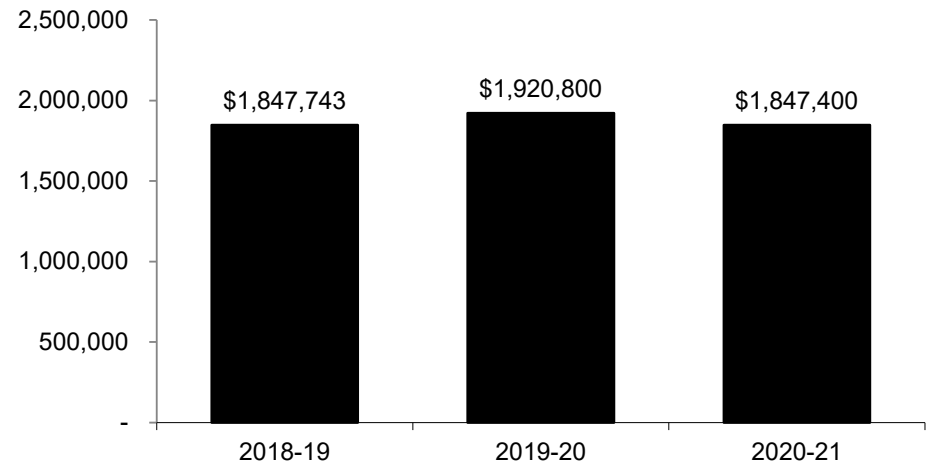


## Activity Summary



	Actual	Final	Manager
	FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$ 2,079,110	2,112,900	2,025,700
Maintenance and Operations	153,720	170,400	171,700
Applied Revenues	<u>(385,087)</u>	<u>(362,500)</u>	<u>(350,000)</u>
Activity Total	\$ <u>1,847,743</u>	<u>1,920,800</u>	<u>1,847,400</u>

## Fiscal Year Comparisons



**Paramedics (3230)**  
**(NEW ORG CODE:10102115)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111F	510010	PW Mtc - Regular Salaries	\$ 3,359	\$ 2,200	\$ 100	\$ (2,100)	\$ 2,700
111K	510010	FD - Regular Salaries	659,589	671,600	688,500	16,900	694,300
114K	510040	FD - OT Pay	426,120	325,000	356,000	31,000	300,000
115T	510020	PW Mtc - PT Salaries	-	1,400	-	(1,400)	1,300
115X	510020	FD - PT Salaries	1,631	2,000	1,300	(700)	2,200
118K	511010	FD - Lump Sum Payment	-	100	100	-	-
119F	512310	PW Mtc - Applied Benefits	5,721	3,100	200	(2,900)	4,400
119K	512310	FD - Applied Benefits	982,689	1,071,000	1,066,600	(4,400)	1,020,300
119T	512310	PW Mtc - PT Applied Benefits	-	300	-	(300)	300
119X	512310	FD - PT Applied Benefits	-	200	100	(100)	200
		Total Salaries and Benefits	2,079,110	2,076,900	2,112,900	36,000	2,025,700
2211	523025	Mechanical Parts	5,000	5,000	4,500	(500)	5,000
2230	523000	Medical Supplies	51,761	60,000	70,000	10,000	63,000
3400	534000	Telephone	4,868	4,800	4,400	(400)	4,800
4210	540030	Travel and Meetings	30	1,500	500	(1,000)	1,500
4250	540020	Training	12,095	4,000	4,000	-	4,000
4400	542050	Contractual Services	10,038	11,000	10,000	(1,000)	12,000
4411	543067	Miscellaneous Vehicle Repairs	-	5,000	2,100	(2,900)	5,000
4430	543100	Medical Equipment Repairs	5,010	5,000	5,000	-	5,000
4431	543025	Medical Oxygen	891	1,900	2,300	400	2,400
4432	543030	EMS Nurse Educator	60,000	65,000	65,000	-	65,000
4900	544020	Intergovernmental - Paramedic Recertification	4,027	4,000	2,600	(1,400)	4,000
		Total Maintenance and Operations	153,720	167,200	170,400	3,200	171,700
BY00	422050	Emergency Med Assessment Fee Program	(190,697)	(200,000)	(196,000)	4,000	(190,000)
BY01	422055	ALS Cost Recovery Program	(154,255)	(130,000)	(140,000)	(10,000)	(130,000)
BY03	422060	Paramedic Subscription Fees	(40,135)	(30,000)	(26,500)	3,500	(30,000)
		Total Applied Revenues	(385,087)	(360,000)	(362,500)	(2,500)	(350,000)
		- Activity Total -	\$ 1,847,745	\$ 1,884,100	\$ 1,920,800	\$ 36,700	\$ 1,847,400

\* Additional detail on following page(s)

**Paramedics (3230) - Account Number Detail**

	Mid-Year	Final	
<b><u>Acct #119K</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Applied Benefits	\$ 913,000	\$ 908,600	\$ 1,020,300
PERS Side Fund Debt Service - Principal	153,700	153,700	-
PERS Side Fund Debt Service - Interest	<u>4,300</u>	<u>4,300</u>	<u>-</u>
	\$ 1,071,000	\$ 1,066,600	\$ 1,020,300

	Mid-Year	Final	
<b><u>Acct #2230</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Medical Pharmaceuticals	\$ 31,000	\$ 34,000	\$ 32,550
Bandages/Dressings	7,000	7,000	7,350
IV Bags/Tubing	3,500	4,000	3,680
Oxygen Masks	3,500	4,000	3,680
Medical Gloves	4,500	5,500	4,725
Medical Hardware	5,300	5,500	5,565
Other Medical Supplies	<u>5,200</u>	<u>10,000</u>	<u>5,450</u>
	\$ 60,000	\$ 70,000	\$ 63,000

	Mid-Year	Final	
<b><u>Acct #4400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Digital EMS - ePCR Annual Fees	\$ 10,000	\$ 10,000	\$ 11,000
Other Services	<u>1,000</u>	<u>-</u>	<u>1,000</u>
	\$ 11,000	\$ 10,000	\$ 12,000

# Fire Prevention (3240)

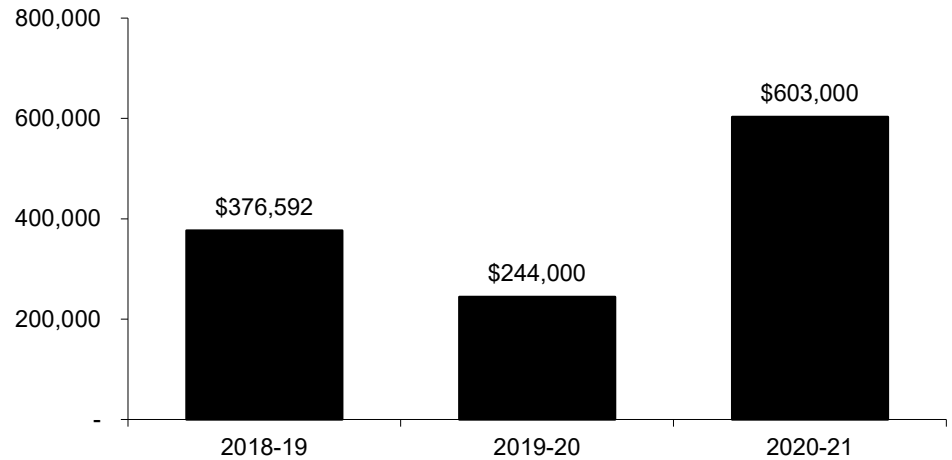
The Fire Prevention Activity is tasked with protecting the community through education and prevention efforts to find and eliminate hazards before they become an emergency. The efforts of this Activity are divided into two major programs, which focus on Fire Safety and Environmental Safety. The Fire Safety Programs mitigate hazards associated with life or property loss and includes the responsibility for plan checks, issuing permits, inspections, investigations, and community relations.

This Activity is also responsible for recovering costs for inspection services, plan checks, annual permits required by the California Fire code or other regulations and investigations

## Activity Summary

		Actual	Final	Manager
		FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$	672,414	524,800	846,300
Maintenance and Operations		16,906	17,200	31,700
Applied Revenues		(312,728)	(298,000)	(275,000)
Activity Total	\$	<u>376,592</u>	<u>244,000</u>	<u>603,000</u>

## Fiscal Year Comparisons





**Fire Prevention (3240)**  
**(NEW ORG CODE:10102120)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111F	510010	PW Mtc - Regular Salaries	\$ 3,655	\$ 2,200	\$ -	\$ (2,200)	\$ 2,700
111K	510010	FD - Regular Salaries	221,344	276,800	168,200	(108,600)	282,200
114K	510040	FD - OT Pay	1,048	-	2,100	2,100	-
115T	510020	PW Mtc - PT Salaries	-	1,400	-	(1,400)	1,300
115X	510020	FD - PT Salaries	1,631	2,500	2,200	(300)	2,400
118K	511010	FD - Lump Sum Payment	-	1,200	1,100	(100)	-
119F	512310	PW Mtc - Applied Benefits	6,225	3,100	-	(3,100)	4,400
119K	512310	FD - Applied Benefits	438,510	596,900	351,000	(245,900)	552,800
119T	512310	PW Mtc - PT Applied Benefits	-	300	-	(300)	300
119X	512310	FD - PT Applied benefits	-	200	200	-	200
		Total Salaries and Benefits	672,414	884,600	524,800	(359,800)	846,300
2200	521000	Supplies	4,987	5,500	5,500	-	5,500
2205	522015	Uniforms	877	1,000	1,000	-	1,000
2206	521005	Gasoline	2,757	4,000	2,800	(1,200)	3,500
2211	523025	Mechanical Parts	18	2,000	500	(1,500)	2,000
2261	522035	Computer Supplies	-	500	500	-	500
3400	534000	Telephone	8	500	100	(400)	200
4210	540030	Travel and Meetings	144	1,000	-	(1,000)	1,000
4220	540010	Memberships	205	500	200	(300)	500
4250	540020	Training	2,968	4,000	1,000	(3,000)	3,000
4400	542050	Contractual Services	3,012	14,800	4,500	(10,300)	12,000
4401	542020	Printing/Postage	626	500	100	(400)	500
4411	543067	Miscellaneous Vehicle Repairs	1,304	3,500	1,000	(2,500)	2,000
		Total Maintenance and Operations	16,906	37,800	17,200	(20,600)	31,700
AI00	422020	Plan Review and Inspection Fees	(102,095)	(105,000)	(160,000)	(55,000)	(105,000)
AP00	422021	New Business Inspection Fees	(68,290)	(60,000)	-	60,000	(60,000)
AY00	452040	FD Permits	(131,345)	(110,000)	(138,000)	(28,000)	(110,000)
	462050	Enforcement Penalties	(10,998)	-	-	-	-
BH00	470090	Miscellaneous Fees	-	(1,000)	-	1,000	-
		Total Applied Revenues	(312,728)	(276,000)	(298,000)	(22,000)	(275,000)
		- Activity Total -	376,592	\$ 646,400	\$ 244,000	\$ (402,400)	\$ 603,000

\* Additional detail on following page(s)

**Fire Prevention (3240) - Account Number Detail**

<b><u>Acct #2200</u></b>	<b>Mid-Year</b>	<b>Final</b>	<b><u>FY 2020-21</u></b>
	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	
Office Supplies	\$ 3,000	\$ 3,000	\$ 3,000
Fire Prevention Educational Supplies	1,500	1,500	1,500
Fire Rescue Open House	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>
	\$ 5,500	\$ 5,500	\$ 5,500

<b><u>Acct #4400</u></b>	<b>Mid-Year</b>	<b>Final</b>	<b><u>FY 2020-21</u></b>
	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	
Plan Review	\$ 10,000	\$ 1,000	\$ 7,500
Credit Card Merchant Fee	3,800	3,000	3,500
Other Services	<u>1,000</u>	<u>500</u>	<u>1,000</u>
	\$ 14,800	\$ 4,500	\$ 12,000

# Environmental Protection Svcs (3260)

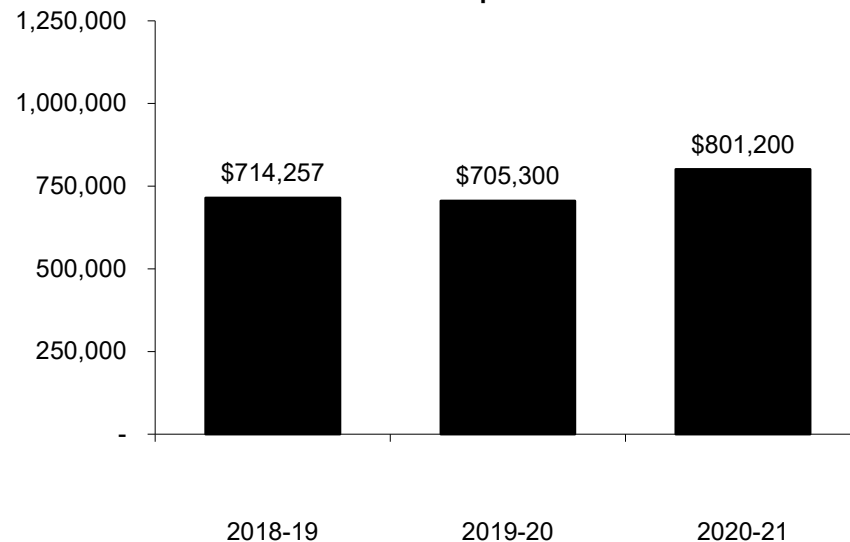
The Environmental Protection Services activity is designed to protect the public and worker safety as well as the environment. This activity focuses on the State designated Certified Unified Program Agency (CUPA) responsible for hazardous waste, underground storage tanks, aboveground storage tanks, industrial wastewater, hazardous materials, community right-to-know, and accidental release prevention programs. The activity also oversees the cleanup of contaminated properties.

Environmental Protection Services personnel respond and work as a team with personnel from the Fire Suppression Activity on hazardous material releases. The Environmental Protection Services activity investigates improper waste disposal practices and nuisance odors. This activity's primary objective is to prevent harmful exposures to the public and the environment from hazardous substances through education and enforcement, and maintain the economic viability of the regulated community.

## Activity Summary

	Actual	Final	Manager
	FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$ 2,391,340	2,330,000	2,352,500
Maintenance and Operations	52,304	57,000	71,200
Applied Revenues	(1,729,387)	(1,681,700)	(1,622,500)
Activity Total	\$ 714,257	705,300	801,200

## Fiscal Year Comparisons



**Environmental Protection Services (3260)**  
**(NEW ORG CODE:10102125)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111F	510010	PW Mtc - Regular Salaries	\$ 13,883	\$ 8,900	\$ 300	\$ (8,600)	\$ 10,800
111K	510010	FD - Regular Salaries	824,010	676,400	796,400	120,000	867,300
114K	510040	FD - OT Pay	6,123	-	4,800	4,800	-
115T	510020	PW Mtc - PT Salaries	-	5,500	-	(5,500)	-
115X	510020	FD - PT Salaries	20,834	30,700	24,400	(6,300)	30,700
116K	510060	FD - Standby OT Pay	25,479	27,300	25,100	(2,200)	26,500
118F	511010	PW Mtc - Lump Sum Payment	-	100	-	(100)	-
118K	511010	FD - Lump Sum Payment	-	3,500	2,600	(900)	-
119F	512310	PW Mtc - Applied Benefits	21,832	12,300	400	(11,900)	17,400
119K	512310	FD - Applied Benefits	1,477,681	1,461,100	1,474,000	12,900	1,397,700
119T	512310	PW Mtc - PT Applied Benefits	-	400	-	(400)	-
119X	512310	FD - PT Applied Benefits	1,498	2,200	2,000	(200)	2,100
		Total Salaries and Benefits	2,391,340	2,228,400	2,330,000	101,600	2,352,500
2200	521000	Supplies	2,721	3,000	3,000	-	3,000
2205	522015	Uniforms	2,877	4,000	4,000	-	4,000
2206	521005	Gasoline	4,593	7,000	5,500	(1,500)	6,000
2211	523025	Apparatus/vehicle Maintenance Parts	2,935	5,000	5,000	-	5,000
2223	523035	Vehicle Equip/Supplies	8,562	9,500	9,000	(500)	7,000
2261	522035	Computer Supplies	-	2,000	2,000	-	2,000
2263	523015	Haz Mat Cleanup Supplies	2,258	3,000	3,000	-	3,000
3400	534000	Telephone	2,052	5,000	2,100	(2,900)	3,000
4025	543102	Instrument Calibration/Repair	1,000	1,200	700	(500)	1,200
4210	540030	Travel and Meetings	516	2,000	500	(1,500)	2,000
4220	540010	Memberships	-	1,000	400	(600)	1,000
4250	540020	Training	2,099	5,000	500	(4,500)	5,000
4400	542050	Contractual Services	15,095	16,000	14,000	(2,000)	16,000
4401	542020	Printing/Postage	560	1,000	700	(300)	500
4406	543010	File Warehousing	2,858	3,500	3,000	(500)	3,500
4411	543067	Miscellaneous Vehicle Repair	72	2,000	600	(1,400)	2,000
4439	543035	UST Designated Operator	2,351	4,600	1,700	(2,900)	3,000
4463	543045	Hazardous Waste Cleanup	1,260	3,000	600	(2,400)	3,000
4900	544020	Intergovernmental Charges	495	1,000	700	(300)	1,000
		Total Maintenance and Operations	52,304	78,800	57,000	(21,800)	71,200

\* Additional detail on following page(s)

**Environmental Protection Services (3260) - continued**  
**(NEW ORG CODE:10102125)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
		continued -					
AA00	452000	Annual Industrial Waste Permit Fee	(131,146)	(128,000)	(125,100)	2,900	(125,000)
	452070	Plan Review	(1,016)	-	-	-	-
AA0B	452080	Industrial Waste Plan Check Fee	(11,950)	(8,000)	(9,000)	(1,000)	(8,000)
AAST	452090	AST Plan Check Fee	(7,515)	(500)	(7,000)	(6,500)	(1,000)
AH00	452100	Hazardous Materials Business Plan Fee	(856,506)	(830,000)	(848,000)	(18,000)	(830,000)
AHAR	452010	CAL ARP Permit Fee	(67,157)	(65,000)	(67,100)	(2,100)	(65,000)
AHHW	452020	Hazardous Waste Generator Permit Fee	(492,632)	(450,000)	(476,900)	(26,900)	(450,000)
AHSM	422010	Site Mitigation	(3,153)	(500)	-	500	(500)
AHTP	452110	Hazardous Waste Tiered Permit	(20,132)	(19,000)	(20,200)	(1,200)	(19,000)
AHUG	422015	Underground Storage Tank Fee	(48,088)	(47,000)	(47,300)	(300)	(47,000)
AI00	422020	Inspection Fee	-	(500)	-	500	(500)
ASPC	452030	APSA Permit Fee	(16,098)	(15,000)	(16,100)	(1,100)	(15,000)
ASTM	422030	Storm Water Inspection	(62,159)	(57,000)	(58,700)	(1,700)	(57,000)
AUST	425225	Underground Tank Plan Check	(6,823)	(3,000)	(5,900)	(2,900)	(3,000)
BH00	470090	Miscellaneous Fees	(45)	(1,000)	(400)	600	(1,000)
BRES	422040	Restitution Emergency Response	(4,966)	(500)	-	500	(500)
		Total Applied Revenues	(1,729,387)	(1,625,000)	(1,681,700)	(56,700)	(1,622,500)
		<b>- Activity Total -</b>	<u>714,257</u>	<u>\$ 682,200</u>	<u>\$ 705,300</u>	<u>\$ 23,100</u>	<u>\$ 801,200</u>

\* Additional detail on following page(s)

**Environmental Protection Services (3260) - Account Number Detail**

<b><u>Acct #119K</u></b>	<b><u>Mid-Year FY 2019-20</u></b>	<b><u>Final FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Applied Benefits	\$ 1,283,200	\$ 1,296,100	\$ 1,397,700
PERS Side Fund Debt Service - Principal	173,000	173,000	-
PERS Side Fund Debt Service - Interest	4,900	4,900	-
	<u>\$ 1,461,100</u>	<u>\$ 1,474,000</u>	<u>\$ 1,397,700</u>

<b><u>Acct #3400</u></b>	<b><u>Mid-Year FY 2019-20</u></b>	<b><u>Final FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Cellular	\$ 2,000	\$ 800	\$ 1,200
Broadband	<u>3,000</u>	<u>1,300</u>	<u>1,800</u>
	<u>\$ 5,000</u>	<u>\$ 2,100</u>	<u>\$ 3,000</u>

<b><u>Acct #4400</u></b>	<b><u>Mid-Year FY 2019-20</u></b>	<b><u>Final FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
EPD Database System Maintenance	\$ 13,000	\$ 12,600	\$ 13,200
Other Services	<u>3,000</u>	<u>1,400</u>	<u>2,800</u>
	<u>\$ 16,000</u>	<u>\$ 14,000</u>	<u>\$ 16,000</u>

# Fire Building & Grounds (3290)

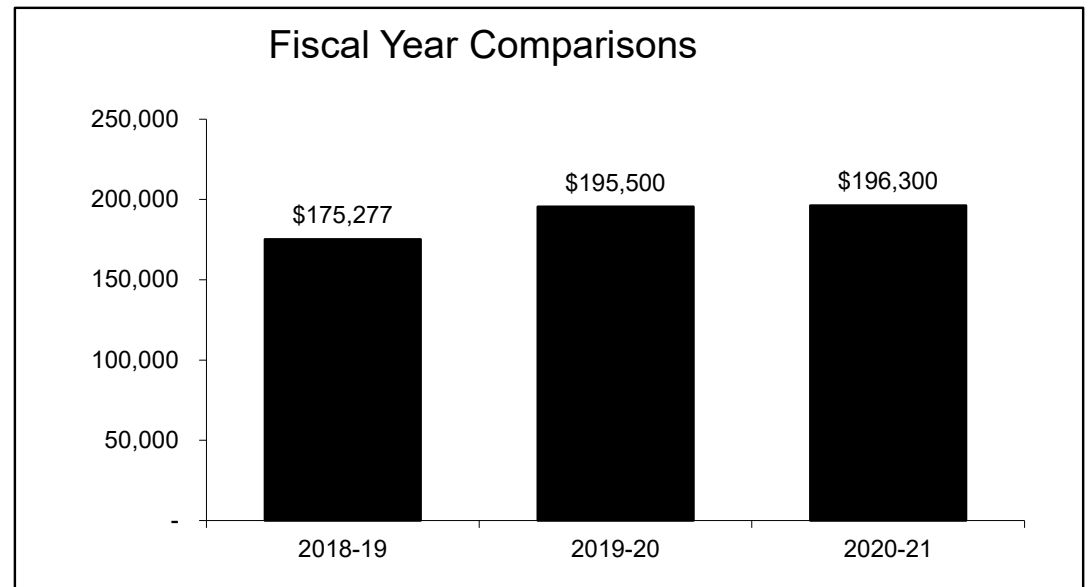


The Buildings & Grounds Activity in the Fire Department is responsible for maintaining the four Fire Stations throughout the City. These City-owned buildings require maintenance such as electrical, plumbing, lighting, painting, air conditioning, landscaping, cleaning supplies, tools and many other maintenance related items. This section supervises City contractors and Fire-Rescue personnel who assist in maintaining these buildings and the grounds surrounding them.

All costs associated with Fire Station maintenance are managed through these activities, such as electricity, natural gas, water, station repairs, contractual services, equipment usage, construction, intergovernmental charges, furniture/equipment and supplies.



Activity Summary			
	Actual	Final	Manager
	FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$ 732	500	-
Maintenance and Operations	184,545	205,000	206,300
Applied Revenues	(10,000)	(10,000)	(10,000)
Activity Total	\$ 175,277	195,500	196,300



**Fire Buildings and Grounds Maintenance (3290)**  
**(NEW ORG CODE:10102135)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111F	510010	PW Mtc - Regular Salaries	\$ 732	\$ -	\$ 400	\$ -	\$ -
114T	510050	PT Mtc - PT OT Pay	-	-	100	100	-
119F	512310	PT Mtc - Applied Benefits	-	-	-	-	-
		Total Salaries and Benefits	732	-	500	100	-
2200	521000	Supplies	25,022	26,300	26,300	-	27,600
	523030	Misc Equipment Replacement	6,182	-	-	-	-
3100	531000	Electricity	43,674	52,500	57,800	5,300	57,800
3200	532000	Natural Gas	6,521	7,000	7,000	-	7,400
3300	533000	Water	8,324	9,400	10,000	600	10,000
4400	542050	Contractual Services	37,767	34,100	34,100	-	34,900
4404	573400	Office Furniture / Equip. Replacement	-	7,000	7,000	-	7,000
4413	543081	Cleaning	70	2,000	2,000	-	2,000
4416	543015	Extinguisher Servicing	882	1,500	1,500	-	1,500
4438	543085	UST Testing/Maintenance/Repair	9,883	8,000	11,000	3,000	9,000
4491	543083	Station Repairs and Maintenance	44,829	46,200	46,200	-	47,000
4907	544040	AQMD Fuel Tank / Generator Permits	791	2,000	1,500	(500)	1,500
9300	592000	Equipment Usage	600	600	600	-	600
		Total Maintenance and Operations	184,545	196,600	205,000	8,400	206,300
BJ00	422035	Contracted Services / Rio Hondo	(10,000)	(10,000)	(10,000)	-	(10,000)
		Total Applied Revenues	(10,000)	(10,000)	(10,000)	-	(10,000)
		<b>- Activity Total -</b>	<b>\$ 175,277</b>	<b>\$ 186,600</b>	<b>\$ 195,500</b>	<b>\$ 8,500</b>	<b>\$ 196,300</b>

\* Additional detail on following page(s)



# **Fire Buildings and Grounds Maintenance (3290) - Account Number Detail**

	Mid-Year	Final	
<b><u>Acct #2200</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Heavy Duty Cleaners	\$ 7,400	\$ 7,400	\$ 7,770
Fertilizer/Pesticides	1,000	1,000	1,035
Appliances	7,400	7,400	7,770
Other Supplies	10,500	10,500	11,025
	<u>\$ 26,300</u>	<u>\$ 26,300</u>	<u>\$ 27,600</u>

	Mid-Year	Final	
<b><u>Acct #3100</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Station One	\$ 32,100	\$ 34,800	\$ 34,800
Station Two	-	6,000	6,000
Station Three	8,900	7,000	7,000
Station Four	11,500	10,000	10,000
	<u>\$ 52,500</u>	<u>\$ 57,800</u>	<u>\$ 57,800</u>

	Mid-Year	Final	
<b><u>Acct #3200</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Station One	\$ 3,300	\$ 3,700	\$ 3,700
Station Two	1,100	1,000	1,100
Station Three	1,100	900	1,100
Station Four	1,500	1,400	1,500
	<u>\$ 7,000</u>	<u>\$ 7,000</u>	<u>\$ 7,400</u>

	Mid-Year	Final	
<b><u>Acct #3300</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Station One	\$ 3,900	\$ 4,000	\$ 4,000
Station Two	1,500	1,500	1,500
Station Three	1,500	1,500	1,500
Station Four	2,500	3,000	3,000
	<u>\$ 9,400</u>	<u>\$ 10,000</u>	<u>\$ 10,000</u>

	Mid-Year	Final	
<b><u>Acct #4400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Apparatus/Vehicle Deionizer	\$ 3,200	\$ 3,200	\$ 3,200
Chief Pond Maintenance	1,300	1,300	1,300
Pest Control	3,800	3,800	3,800
Water	3,100	3,100	3,100
Landscape Maintenance Contract	7,500	7,500	7,400
HQ Hazardous Waste Disposal/Clarifier	1,500	1,500	1,500
Janitorial Services - HQ	11,100	11,100	12,000
Other Services	1,600	1,600	1,600
Alarm Service - HQ	1,000	1,000	1,000
	<u>\$ 34,100</u>	<u>\$ 34,100</u>	<u>\$ 34,900</u>

**Fire Buildings and Grounds Maintenance (3290) - Account Number Detail**

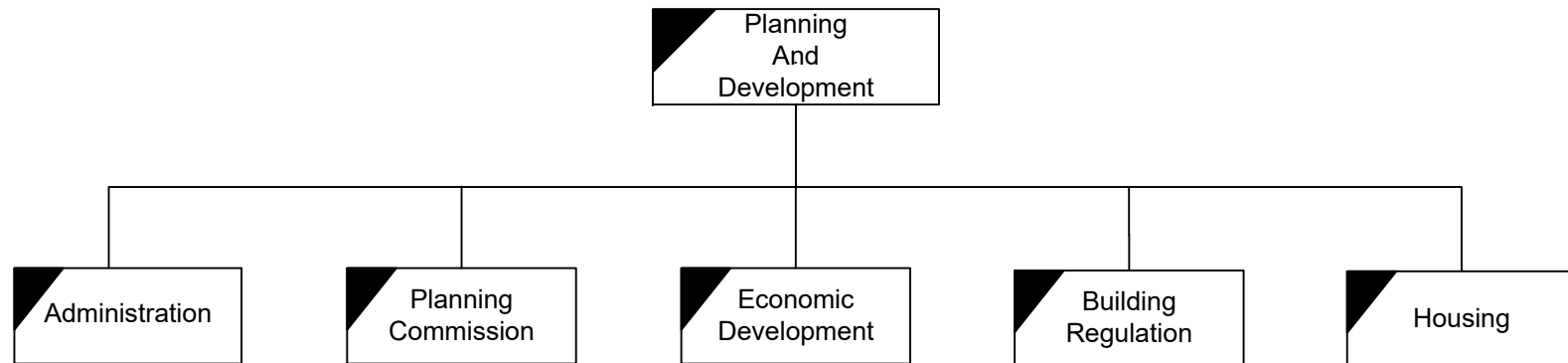
<b><u>Acct #4491</u></b>	<b>Mid-Year</b>	<b>Final</b>	<b><u>FY 2020-21</u></b>
	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	
Overhead Rollup Door Maintenance/Repair	\$ 7,000	\$ 8,700	\$ 9,500
Landscape Repair/Improvements	4,200	4,200	4,200
Plumbing Repairs	4,500	4,000	4,000
Painting/Cleaning	9,000	8,200	8,200
Plymovent Maintenance/Repair	3,000	3,000	3,000
HVAC Maintenance/Repair	5,000	5,000	5,000
Emergency Generator Maintenance/Repair	2,000	2,000	2,000
Electrical Improvements	2,500	2,500	2,500
Station Paging/Alerting System Maint/Repair	3,500	3,500	3,500
Other Building/Grounds Maintenance/Repair	<u>5,500</u>	<u>5,100</u>	<u>5,100</u>
	\$ 46,200	\$ 46,200	\$ 47,000



# PLANNING AND DEVELOPMENT

The Planning Department is responsible for the orderly development of the City. This is accomplished by utilizing high-quality standards for the preservation and development of residential, commercial and industrial areas of the City.

Below is a chart showing the department's activities. More detailed information is available on the following pages:



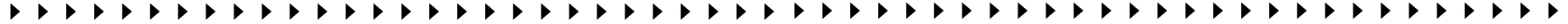
# Planning



## FY 2019-20 Final Estimates & FY 2020-21 Budget Department Summary

Activity		Actual	Mid-Year	Final	Manager
		FY 2018-19	Budget	Estimate	Recommended
Number	Name	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
4110	Administration and Current Planning	\$ 393,575	\$ 482,400	\$ 552,311	\$ 514,900
4180	Planning Commission	254,202	429,700	359,700	401,500
4185	Economic Development	151,746	178,100	172,300	262,300
4510	Building Regulation	(292,060)	(472,300)	(285,111)	35,200
Department Totals		\$ 507,463	\$ 617,900	\$ 799,200	\$ 1,213,900

# Planning and Development



Revised FY 2019-20 & FY 2020-21					
Position Summary					
	FY 2019-20	Revised FY 2019-20	Change + or (-)	FY 2020-21	Change + or (-)
<u>Full-Time Positions</u>					
Administrative Assistant I	1	1	-	1	-
Assistant Planner	1	1	-	1	-
Associate Planner	1	2	1	2	-
Senior Planner	2	1	(1)	1	-
Building Permit Clerk II	1	1	-	1	-
Director of Planning	1	1	-	1	-
Program Assistant Planner	1	1	-	1	-
Total Number of Full-Time Positions	<u>8</u>	<u>8</u>	-	<u>8</u>	-
<u>Part-Time Non-Benefitted Hours</u>					
Total Number of Hours	2,080	2,080	-	2,080	-

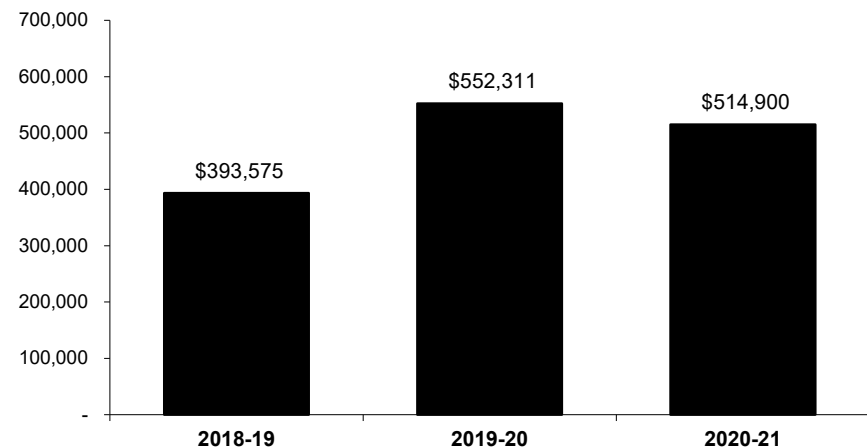
# Planning Administration and Current Planning (4110)

Planning Administration provides staff support to the City Planning Commission, Community Development Commission, the City Council, and other development related activities. Primarily focused on the review and issuance of land use entitlements, the Planning Administration activity also generates applied revenue through application and service fees.

## Activity Summary

	Actual	Final	Manager
	FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$ 216,374	362,700	440,000
Maintenance and Operations	488,105	367,111	247,900
Applied Revenues	(310,904)	(177,500)	(173,000)
Activity Total	\$ 393,575	552,311	514,900

## Fiscal Year Comparisons



**Planning Administration and Current Planning (4110)**  
**(NEW ORG CODE:10103199)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111M	510010	PLN Adm - Regular Salaries	60,624	119,300	119,300	-	138,800
114M	510040	PLN Adm - OT Pay	145	100	100	-	-
115Y	510020	PLN Adm - PT Salaries	15,052	19,200	19,200	-	19,200
	510070	PLN Adm - Salary - Acting Pay	99	-	-	-	-
118M	511010	PLN Adm - Lump Sum Payment	-	500	500	-	-
119M	512310	PLN Adm - Applied Benefits	139,296	222,100	222,100	-	280,500
119Y	512310	PLN Adm - PT Applied Benefits	1,158	1,500	1,500	-	1,500
		Total Salaries and Benefits	216,374	362,700	362,700	-	440,000
2200	521000	Supplies	5,607	5,500	5,500	-	5,500
2202	522000	Books/Subscriptions	-	600	600	-	600
3400	534000	Telephone	950	1,100	850	(250)	1,100
4100	542010	Advertising	20,132	15,000	15,000	-	20,000
4210	540030	Travel and Meetings	1,557	10,000	10,000	-	10,000
4220	540010	Memberships	939	1,000	1,000	-	1,500
4250	540020	Training	1,492	3,000	1,000	(2,000)	3,000
4400	542050	Contractual Services	450,820	260,600	326,661		198,200
4900	544020	Intergovt/LA County Mapping Services	2,109	3,500	2,000	(1,500)	3,500
9300	592000	Equipment Usage	4,500	4,500	4,500	-	4,500
		Total Maintenance and Operations	488,105	304,800	367,111	(3,750)	247,900
BA00	423000	Tentative Map Filing Fee	(31,212)	(21,100)	(20,000)	1,100	(21,000)
BB00	453020	Final Map Checking Fees	(12,300)	(10,000)	(10,000)	-	(10,000)
BC00	423005	Plan Check & Inspection Fees	(32,636)	(30,000)	(30,000)	-	(30,000)
BD00	423010	Maps & Publications	(31,662)	(10,000)	(20,000)	(10,000)	(15,000)
BH00	470090	Miscellaneous Fees / Initial Studies	(37,462)	(24,000)	(22,000)	2,000	(22,000)
BQ00	423015	Planning & Zoning Fees	(165,632)	(90,000)	(75,500)	14,500	(75,000)
		Total Applied Revenues	(310,904)	(185,100)	(177,500)	7,600	(173,000)
		<b>- Activity Total -</b>	<b>\$ 393,575</b>	<b>\$ 482,400</b>	<b>\$ 552,311</b>	<b>\$ 3,850</b>	<b>\$ 514,900</b>

\* Additional detail on following page(s)



**Planning Administration and Current Planning (4110) - Account Number Detail**

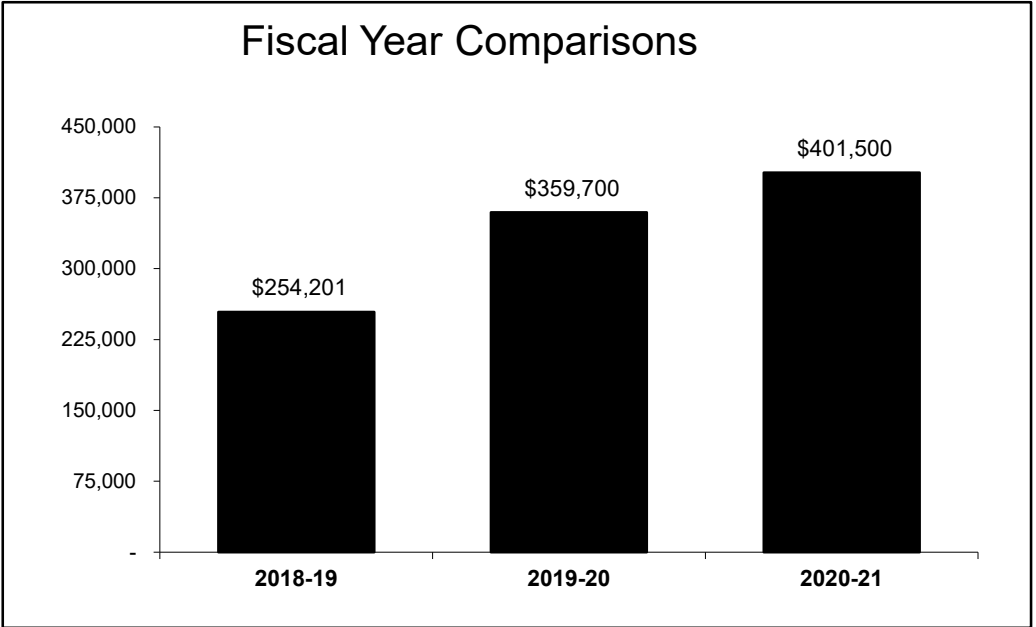
<b><u>Acct #4220</u></b>	<b><u>Mid-Year</u></b>	<b><u>Final</u></b>	
	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
APA	\$ 700	\$ 700	\$ 1,050
AEP	300	300	450
	<u>\$ 1,000</u>	<u>\$ 1,000</u>	<u>\$ 1,500</u>

<b><u>Acct #4400</u></b>	<b><u>Mid-Year</u></b>	<b><u>Final</u></b>	
	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Miscellaneous Contractual Services	\$ 16,000	\$ -	\$ 20,000
Architectual Consultant Services	20,000	-	20,000
LRPMP-Property Transfer, Etc.	2,000	-	5,000
Real Estate Ownership Search	2,000	2,000	2,000
Copier	11,400	16,000	16,000
Planning Consultant Services	95,000	218,461	30,000
Economic Development Strategy Study	10,000	5,000	-
Housing Element Annual Progress	5,000	6,000	6,000
Advanced Planning-Various Code Amendments	20,000	-	20,000
City Attorney - Contract	<u>79,200</u>	<u>79,200</u>	<u>79,200</u>
	<u>\$ 260,600</u>	<u>\$ 326,661</u>	<u>\$ 198,200</u>

# Planning Commission (4180)

The Planning Commission budget shows the cost for staff support to the Planning Commission.

Activity Summary			
	Actual	Final	Manager
	FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$ 250,729	354,900	393,600
Maintenance and Operations	3,472	4,800	7,900
Applied Revenues	-	-	-
Activity Total	\$ 254,201	359,700	401,500



**Planning Commission (4180)**  
**(NEW ORG CODE:10103110)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111M	510010	PLN Adm - Regular Salaries	\$ 69,429	\$ 143,900	\$ 116,200	\$ (27,700)	\$ 127,100
114M	510040	PLN Adm - OT Pay	949	1,300	500	(800)	1,300
115Y	510020	PLN Adm - PT Salaries	9,251	9,600	10,500	900	9,600
118M	511010	PLN Adm - Lump Sum Payment	-	600	600	-	-
119M	512310	PLN Adm - Applied Benefits	170,389	265,500	226,300	(39,200)	254,800
119Y	512310	PLN Adm - PT Applied Benefits	711	800	800	-	800
		Total Salaries and Benefits	250,729	421,700	354,900	(66,800)	393,600
2200	521000	Supplies	98	500	300	(200)	400
4210	540030	Travel and Meetings	-	2,500	-	(2,500)	2,500
4220	540010	Memberships	440	500	500	-	500
4250	540020	Training	-	500	-	(500)	500
4400	542050	Contractual Services/Stipends	2,934	4,000	4,000	-	4,000
		Total Maintenance and Operations	3,472	8,000	4,800	(3,200)	7,900
		<b>- Activity Total -</b>	<b>\$ 254,202</b>	<b>\$ 429,700</b>	<b>\$ 359,700</b>	<b>\$ (70,000)</b>	<b>\$ 401,500</b>

# Economic Development Planning (4185)

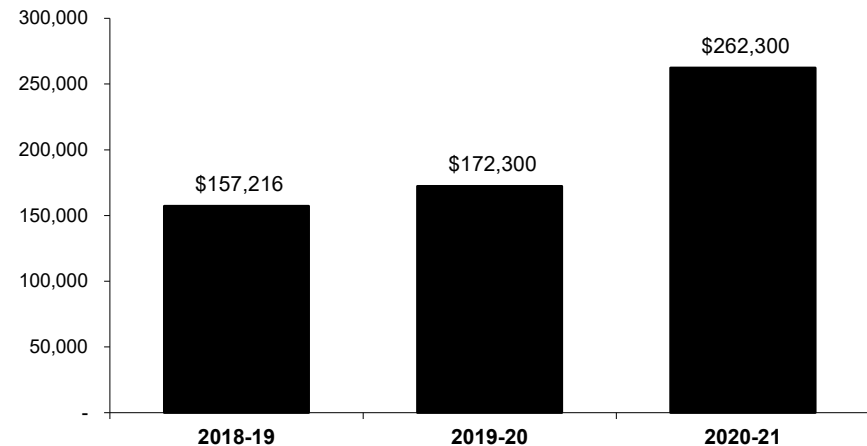
Economic Development staff support the City's Economic Development vision to:

Retain, attract and expand the business community; Support existing business through a variety of economic efforts, partnerships, business outreach and special events; Assist in the creation of new retail opportunities and commercial development, and Support the expansion of additional hospitality development.

## Activity Summary

	Actual	Final	Manager
	FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$ 89,930	98,800	111,000
Maintenance and Operations	67,286	73,500	151,300
Applied Revenues	-	-	-
Activity Total	\$ 157,216	172,300	262,300

## Fiscal Year Comparisons



**Economic Development (4185)**  
**(NEW ORG CODE:10103115)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111M	510010	PLN Adm - Regular Salaries	\$ 25,073	\$ 32,100	\$ 32,500	\$ 400	\$ 35,000
119M	512310	PLN Adm - Applied Benefits	<u>64,857</u>	<u>65,500</u>	<u>66,300</u>	<u>800</u>	<u>76,000</u>
		Total Salaries and Benefits	89,930	97,600	98,800	1,200	111,000
2200	521000	Supplies	3,782	4,000	1,000	(3,000)	4,000
2202	522000	Books and Subscriptions	75	300	100		500
4100	542010	Advertising	-	1,000	1,000	-	1,000
4210	540030	Travel and Meetings	4,108	4,400	3,500	(900)	10,000
4220	540010	Memberships	2,635	4,800	2,900	(1,900)	4,800
4250	540020	Training	-	1,000	-	(1,000)	1,000
4400	542050	Contractual Services	<u>56,686</u>	<u>65,000</u>	<u>65,000</u>	<u>-</u>	<u>130,000</u>
		Total Maintenance and Operations	67,286	80,500	73,500	(6,800)	151,300
	470090	Misc Fees	<u>(5,468)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
		Total Applied Revenues	(5,468)	-	-	-	-
		<b>- Activity Total -</b>	<u>\$ 151,746</u>	<u>\$ 178,100</u>	<u>\$ 172,300</u>	<u>\$ (5,600)</u>	<u>\$ 262,300</u>

\* Additional detail on following page(s)

**Economic Development (4185) - Account Number Detail**

<b><u>Acct #4220</u></b>	<b><u>Mid-Year FY 2019-20</u></b>	<b><u>Final FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
RMDZ	\$ 1,500	\$ -	\$ 1,500
LAEDC	2,500	2,500	2,500
CALED	400	400	400
ICSC	<u>400</u>	<u>-</u>	<u>400</u>
	\$ 4,800	\$ 2,900	\$ 4,800

<b><u>Acct #4400</u></b>	<b><u>Mid-Year FY 2019-20</u></b>	<b><u>Final FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Economic Consultants	\$ 35,000	\$ 65,000	\$ 100,000
Economic Development Program	<u>30,000</u>	<u>-</u>	<u>30,000</u>
	\$ 65,000	\$ 65,000	\$ 130,000

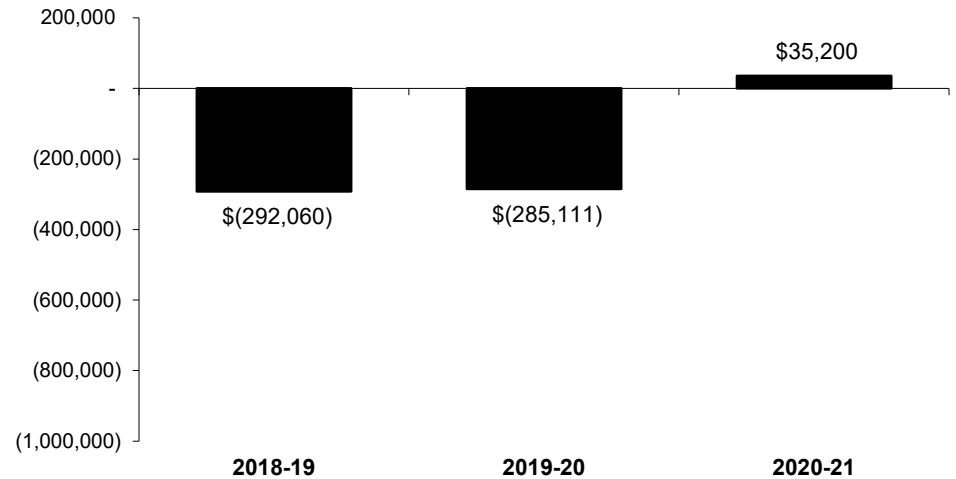
# Building Regulation (4510)

The Building Regulation Division provides building and safety services to property owners and the development community. The City contracts with the Los Angeles County Department of Public Works to provide plan checking and building inspection services. This contract includes a Plan Checker for basic plan check services, and also two Building Inspectors that visit jobsites to confirm compliance with applicable codes and requirements. The Building Division is responsible for checking development plans, issuing permits for construction work, inspecting said work, and granting final approval, all the while answering Building Code related inquiries.

## Activity Summary

		Final	Manager
	Actual	Est.	Recommended
	FY 2018-19	FY 2019-20	FY 2020-21
Salaries and Benefits	\$ 531,526	589,289	610,200
Maintenance and Operations	678,586	725,600	725,000
Applied Revenues	<u>(1,502,172)</u>	<u>(1,600,000)</u>	<u>(1,300,000)</u>
Activity Total	\$ <u><u>(292,060)</u></u>	<u><u>(285,111)</u></u>	<u><u>35,200</u></u>

## Fiscal Year Comparisons



**Building Regulation (4510)**  
**(NEW ORG CODE:10103120)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111B	510010	CM - Regular Salaries	\$ 17,917	\$ 9,500	\$ 20,200	\$ 10,700	\$ 9,500
111M	510010	PLN Adm - Regular Salaries	138,971	212,300	182,500	(29,800)	191,500
114M	510040	PLN Adm - OT Pay	461	900	300	(600)	900
115Y	510020	PLN Adm - PT Salaries	4,390	3,200	4,400	1,200	3,200
118M	511010	PLN Adm - Lump Sum Payment	-	1,100	1,100	-	-
119B	512310	CM - Applied Benefits	22,438	14,100	14,100	-	14,600
119M	512310	PLN Adm - Applied Benefits	347,011	398,300	366,389	(31,911)	390,200
119Y	512310	PLN Adm - PT Applied Benefits	338	300	300	-	300
		Total Salaries and Benefits	531,526	639,700	589,289	(50,411)	610,200
2200	521000	Supplies	1,487	1,500	2,200	700	1,500
4250	540020	Training	-	100	-	(100)	100
4400	542050	Contractual Services	12,133	10,000	17,000	7,000	17,000
4900	544020	Intergovernmental Charges	658,566	670,000	700,000	30,000	700,000
9300	592000	Equipment Usage	6,400	6,400	6,400	-	6,400
		Total Maintenance and Operations	678,586	688,000	725,600	37,600	725,000
AF00	453010	Building Inspection Fees	(1,502,172)	(1,800,000)	(1,600,000)	200,000	(1,300,000)
		Total Applied Revenues	(1,502,172)	(1,800,000)	(1,600,000)	200,000	(1,300,000)
		<b>- Activity Total -</b>	<b>\$ (292,060)</b>	<b>\$ (472,300)</b>	<b>\$ (285,111)</b>	<b>\$ 187,189</b>	<b>\$ 35,200</b>

\* Additional detail on following page(s)



**Building Regulation (4510) - Account Number Detail**

<b><u>Acct #4400</u></b>	<b>Mid-Year</b>	<b>Final</b>	<b><u>FY 2020-21</u></b>
	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	
Records Management	10,000	17,000	17,000
	10,000	17,000	17,000

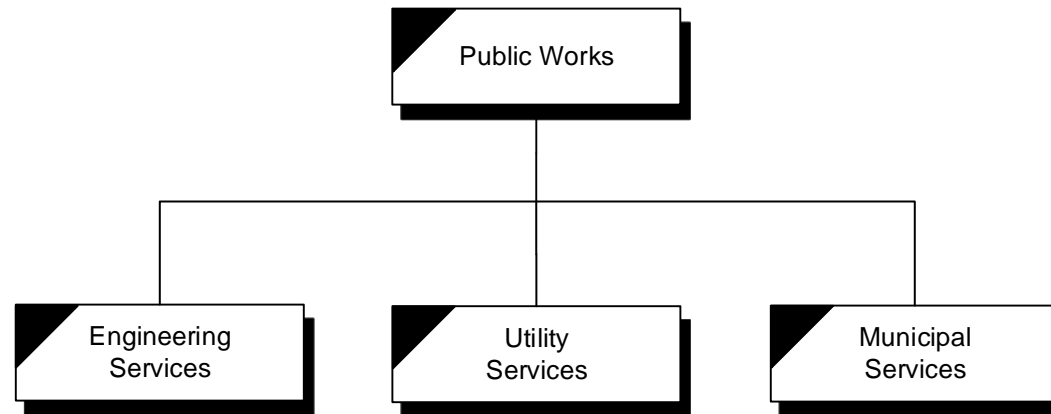


# PUBLIC WORKS



The Public Works Department is responsible for developing, constructing, and maintaining the City's infrastructure, including the operation of the City owned water system in a safe and environmentally sensitive manner for the enhancement of the community. The City prides itself in having functional and well-maintained infrastructure. The department also continues to provide traffic signal maintenance to five neighboring cities. Additionally, the Public Works Department also administers the Capital Improvement Program through a combination of in-house engineering staff and professional engineering consultants.

Below is a chart showing the department's divisions. More detailed information is available on the following pages:



# Public Works



FY 2019-20 Final Estimates and FY 2020-21 Proposed Budget				
Department Summary				
Activity Name	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Manager Recommended FY 2020-21
Engineering	\$ 469,690	\$ 786,300	\$ 491,100	\$ 893,300
Municipal Services	6,116,359	7,262,800	7,097,800	7,536,700
Department Totals	\$ 6,586,049	\$ 8,049,100	\$ 7,588,900	\$ 8,430,000



# Engineering



## FY 2019-20 Final Estimates and FY 2020-21 Proposed Budget

### Department Summary

Activity		Actual	Mid-Year	Final	Manager
		FY 2018-19	Budget	Estimate	Recommended
Number	Name		FY 2019-20	FY 2019-20	FY 2020-21
2415	Administration	\$ 171,627	\$ 256,900	\$ 270,900	\$ 266,200
2416	NPDES	26,969	144,900	90,200	183,100
4360	Waste Management	-	-	-	-
4530	Building Regulation / Public Improvement	29,036	147,900	(55,400)	128,000
5210	Traffic Engineering	229,478	222,600	173,900	301,800
5212	Traffic Commission	12,580	14,000	11,500	14,200
Division Total		<u>\$ 469,690</u>	<u>\$ 786,300</u>	<u>\$ 491,100</u>	<u>\$ 893,300</u>

# Engineering Services



## Revised FY 2019-20 & FY 2020-21

### Position Summary

		Revised FY 2019-20	Change + or (-)	FY 2020-21	Change + or (-)
<u>Full-Time Positions</u>	<u>FY 2019-20</u>				
Assistant Civil Engineer	1	1	-	1	-
Capital Improvements Manager	1	1	-	1	-
Civil Engineering Assistant I	1	1	-	1	-
Civil Engineering Technician II	1	1	-	1	-
Director of Public Works	1	1	-	1	-
Management Analyst I	1	1	-	-	(1)
Management Analyst II	-	-	-	1	1
Public Works Department Secretary	1	1	-	1	-
Public Works Inspector I	1	1	-	1	-
	<u>8</u>	<u>8</u>	<u>-</u>	<u>8</u>	<u>-</u>
<u>Part-Time Non-Benefitted Hours</u>					
Total Number of Hours	3,744	3,744	-	3,744	-

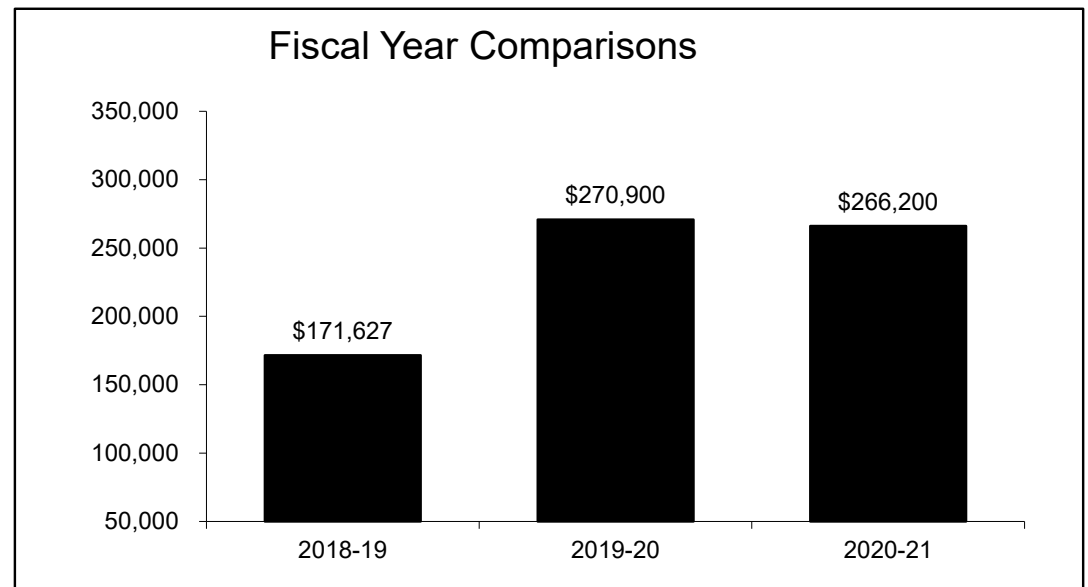
# Engineering Administration (2415)



Administration sets policies and standards for the department and provides guidance and direction to the individual divisions and sections of the department. Administration prepares and monitors the department's budget and performance standards and prepares special reports for the City Council and Traffic Commission. Administration establishes goals, policies and procedures; provides long range public works planning; and conducts employee safety training. Administration also coordinates the department's response to over 4,000 citizen requests each year.



Activity Summary			
	Actual	Final	Manager
	FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$ 198,249	217,700	249,900
Maintenance and Operations	84,084	100,000	102,900
Applied Revenues	(110,706)	(46,800)	(86,600)
Activity Total	\$ 171,627	270,900	266,200





**Engineering Administration (2415)**  
**(NEW ORG CODE:10104299)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111E	510010	PW Adm - Regular Salaries	\$ 67,894	\$ 83,400	\$ 76,000	\$ (7,400)	\$ 86,500
115S	510020	PW Adm - PT Salaries	14,914	15,900	9,800	(6,100)	14,800
115U	510020	CS Rec - PT Salaries	47	-	-	-	-
118E	511010	PW Adm - Lump Sum Payment	-	600	500	(100)	-
119E	512310	PW Adm - Applied Benefits	113,695	141,100	130,000	(11,100)	147,000
119S	512310	PW Adm - PT Applied Benefits	1,671	1,600	1,400	(200)	1,600
119U	512310	CS Rec - PT Applied Benefits	28	-	-	-	-
		Total Salaries and Benefits	198,249	242,600	217,700	(24,900)	249,900
2100	522020	Postage	175	200	100	(100)	200
2200	521000	Supplies	16,302	14,000	18,000	4,000	16,000
3400	534000	Telephone	941	1,000	1,000	-	1,000
4100	542010	Advertising	13,433	5,000	4,000	(1,000)	5,000
4210	540030	Travel and Meetings	826	1,000	900	(100)	1,000
4220	540010	Memberships	1,205	1,200	1,000	(200)	1,200
4250	540020	Training	696	2,000	500	(1,500)	2,000
4400	542050	Contractual Services	46,006	72,000	70,000	(2,000)	72,000
9300	592000	Equipment Usage	4,500	4,500	4,500	-	4,500
		Total Maintenance and Operations	84,084	100,900	100,000	(900)	102,900
BD00	423010	Maps & Publications	(84)	(100)	(300)	(200)	(100)
BH00	470090	Miscellaneous Fees	(16,229)	(1,500)	(1,500)	-	(1,500)
CJ00	470040	CMP Mitigation Contributions	(83,755)	(75,000)	(35,000)	40,000	(75,000)
HE02	810000	Trans from Comm Fac Distr 2002-1	(7,391)	(6,700)	(6,700)	-	(6,700)
HE04	810000	Trans from Comm Fac Distr 2004-1	(3,247)	(3,300)	(3,300)	-	(3,300)
		Total Applied Revenues	(110,706)	(86,600)	(46,800)	39,800	(86,600)
		- Activity Total -	\$ 171,627	\$ 256,900	\$ 270,900	\$ 14,000	\$ 266,200

\* Additional detail on following page(s)

**Engineering Administration (2415) - Account Number Detail**

	Mid-Year	Final	
<b><u>Acct #4400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Lanier Copier	\$ 3,500	\$ 3,500	\$ 3,500
Engineering Assistance	42,000	40,000	42,000
Heritage Springs Assess District Services	8,500	8,500	8,500
Community Facilities District Services	14,000	14,000	14,000
Records Management	1,000	1,000	1,000
Various Equipment Maintenance	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>
	\$ 72,000	\$ 70,000	\$ 72,000

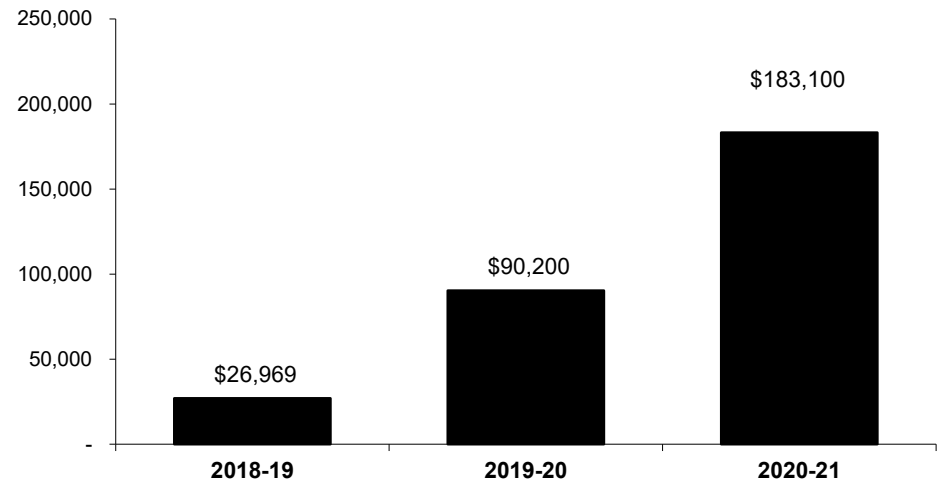
# NPDES (2416)

National Pollutant Discharge Elimination System is a program that mitigates pollutant discharge to bodies of water from the storm drain system. The State of California issues permits to local agencies and counties that allow them to discharge water through the storm drain system into larger bodies of water, such as lakes and oceans. Strict guidelines and regulations are in place to limit pollutants from entering into the larger bodies of water. There are a myriad of requirements associated with the NPDES Permit and ongoing environmental checkpoints that must be adhered to.

## Activity Summary

	Actual	Final	Manager
	FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$ 93,266	93,300	122,500
Maintenance and Operations	95,403	147,100	215,300
Applied Revenues	(161,700)	(150,200)	(154,700)
Activity Total	\$ 26,969	90,200	183,100

## Fiscal Year Comparisons



**NPDES (2416)**  
**(NEW ORG CODE:10104220)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111E	510010	PW Adm - Regular Salaries	\$ 16,683	\$ 19,700	\$ 18,000	\$ (1,700)	\$ 20,400
111F	510010	PW Mtc - Regular Salaries	15,794	21,900	14,100	(7,800)	22,600
114T	510050	PW Mtc - PT OT Pay	114	-	-	-	-
115T	510020	PW Mtc - PT Salaries	590	2,300	400	(1,900)	1,900
118E	511010	PW Adm - Lump Sum Payment	-	100	200	100	-
118F	511010	PW Mtc - Lump Sum Payment	-	100	-	(100)	-
119E	512310	PW Adm - Applied Benefits	30,568	34,900	32,400	(2,500)	36,400
119F	512310	PW Mtc - Applied Benefits	29,417	39,700	28,100	(11,600)	40,800
119T	512310	PW Mtc - PT Applied Benefits	100	600	100	(500)	400
		Total Salaries and Benefits	93,266	119,300	93,300	(26,000)	122,500
2200	521000	Supplies	1,500	2,500	2,400	(100)	2,500
4210	540030	Travel and Meetings	-	200	100	(100)	200
4250	540020	Training	-	2,000	-	(2,000)	2,000
4400	542050	Contractual Services	40,289	55,000	25,000	(30,000)	45,000
4900	544020	Intergovernmental Charges	53,014	125,000	119,000	(6,000)	165,000
9300	592000	Equipment Usage	600	600	600	-	600
		Total Maintenance and Operations	95,403	185,300	147,100	(38,200)	215,300
AI00	422020	Inspection Fees/Storm Drain Connection	(17,000)	(15,000)	(5,500)	9,500	(10,000)
HM00	810000	Transfer from Waste Management	(6,000)	(6,000)	(6,000)	-	(6,000)
HW00	810000	Transfer from Water Utility	(138,700)	(138,700)	(138,700)	-	(138,700)
		Total Applied Revenues	(161,700)	(159,700)	(150,200)	9,500	(154,700)
		- Activity Total -	\$ 26,969	\$ 144,900	\$ 90,200	\$ (54,700)	\$ 183,100

\*

Additional detail on following page(s)

**NPDES (2416) - Account Number Detail**

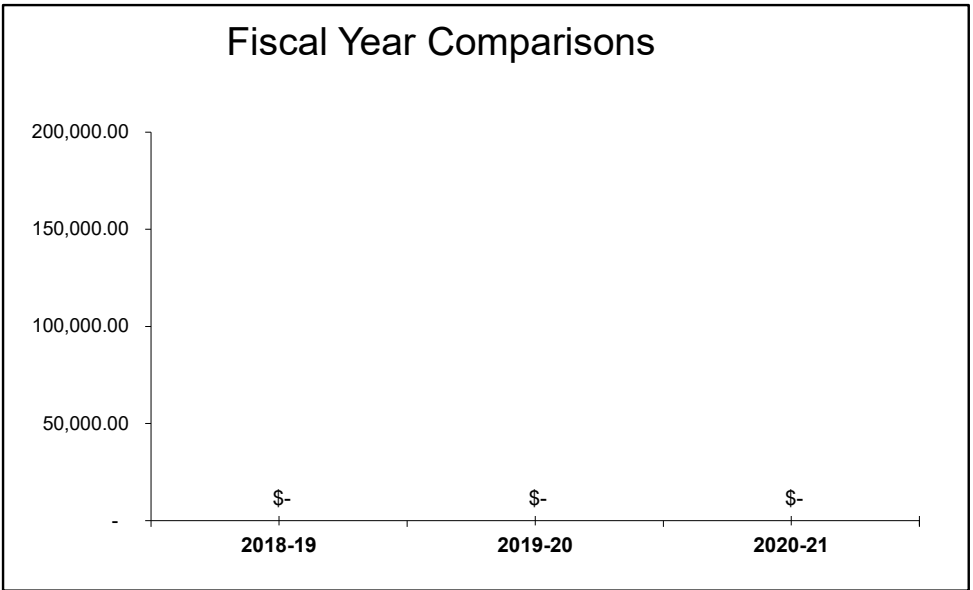
<b><u>Acct #4900</u></b>	<b>Mid-Year</b>	<b>Final</b>	
	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Catch Basin Cleaning	\$ 20,000	\$ 20,000	\$ 20,000
Litigation	3,000	-	3,000
Lower San Gabriel River Watershed Mgmt	27,000	27,000	27,000
MS4 Permit & TMDL	65,000	62,000	105,000
NPDES City Permit	10,000	10,000	10,000
	<u>\$ 125,000</u>	<u>\$ 119,000</u>	<u>\$ 165,000</u>

# Waste Management (4360)

This activity is responsible for managing franchise agreements with various commercial and industrial solid waste haulers and ensuring compliance with the AB 939 waste diversion requirements. It is responsible for all data collection and reporting as mandated by AB 939.

The activity plans, promotes, and administers programs relating to residential curbside recycling, construction and demolition debris disposal, used oil recycling, beverage container recycling, universal waste roundups, household hazardous waste round ups, and special events such as Earth Day and composting workshops, as well as other informational outreach opportunities.

Activity Summary			
	Actual	Final	Manager
	FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$ 458,358	563,800	595,500
Maintenance and Operations	732,100	747,000	767,400
Applied Revenues	(1,190,458)	(1,310,800)	(1,362,900)
Activity Total	\$ -	-	-



**Waste Management (4360)**  
**(NEW ORG CODE:10101145)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111B	510010	CM - Regular Salaries	\$ 38,214	\$ 35,500	\$ 35,500	\$ -	\$ 35,600
111C	510010	PS Adm - Regular Salaries	5,509	7,100	7,100	-	7,200
111D	510010	FA - Regular Salaries	22,228	23,400	23,400	-	23,900
111E	510010	PW Adm - Regular Salaries	9,488	29,400	29,400	-	33,000
111F	510010	PW Mtc - Regular Salaries	50,711	63,800	63,800	-	67,100
111M	510010	PLN Adm - Regular Salaries	17,912	26,500	26,500	-	31,800
114F	510040	PW Mtc - OT Pay	10,555	12,000	12,000	-	12,000
114T	510050	PW Mtc - PT OT Pay	10	100	100	-	100
115T	510020	PW Mtc - PT Salaries	34,507	28,000	28,000	-	24,900
118C	511010	PS Adm - Lump Sum Payment	-	100	100	-	-
118E	511010	PW Eng - Lump Sum Payment	-	200	200	-	-
118F	511010	PW Mtc - Lump Sum Payment	-	400	400	-	-
118M	511010	PLN Adm - Lump Sum Payment	-	200	200	-	-
119B	512310	CM - Applied Benefits	46,633	66,800	66,800	-	70,000
119C	512310	PS Adm - Applied Benefits	5,904	8,700	8,700	-	9,500
119D	512310	FA - Applied Benefits	36,442	35,700	35,700	-	33,600
119E	512310	PW Adm - Applied Benefits	17,385	46,200	46,200	-	51,700
119F	512310	PW Mtc - Applied Benefits	114,631	122,100	122,100	-	124,500
119M	512310	PLN Adm - Applied Benefits	39,909	51,400	51,400	-	65,000
119T	512310	PW Mtc - PT Applied Benefits	8,320	6,200	6,200	-	5,600
		Total Salaries and Benefits	458,358	563,800	563,800	-	595,500
2200	521000	Supplies	3,673	6,000	6,000	-	6,000
3400	534000	Telephone	133	200	200	-	200
4400	542050	Contractual Services	477,662	430,000	430,000	-	430,000
4630	541040	Liability Insurance	19,015	26,000	26,000	-	30,500
4900	544020	Intergovernmental Charges	-	2,000	2,000	-	2,000
9100	591000	Overhead	230,717	281,900	281,900	-	297,800
9300	592000	Equipment Usage	900	900	900	-	900
		Total Maintenance and Operations	732,100	747,000	747,000	-	767,400

\* Additional detail on following page(s)

**Waste Management (4360)**  
**(NEW ORG CODE:10101145)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
EA00 HM00	442000 810000	continued -					
		State Grants/Subventions	(3,526)	-	-	-	-
		Transfer from Waste Management	<u>(1,186,932)</u>	<u>(1,310,800)</u>	<u>(1,310,800)</u>	-	<u>(1,362,900)</u>
		Total Applied Revenues	(1,190,458)	(1,310,800)	(1,310,800)	-	(1,362,900)
		<b>- Activity Total -</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

\* Additional detail on following page(s)



**Waste Management (4360) - Account Number Detail**

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #2200</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Recycling Information/Promotion	\$ 5,000	\$ 6,000	\$ 6,000
Christmas Tree Mailing	<u>1,000</u>	<u>-</u>	<u>-</u>
	\$ 6,000	\$ 6,000	\$ 6,000

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #4400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Streets - Annual Contract	\$ 145,000	\$ 145,000	\$ 145,000
Streets - Composting/Dump Fees	180,000	180,000	180,000
Waste Management Consultant Services	<u>105,000</u>	<u>105,000</u>	<u>105,000</u>
	\$ 430,000	\$ 430,000	\$ 430,000

[illegible][illegible]

**Fiscal Year Comparisons**

Fiscal Year	Change in Total Revenue
2018-19	\$29,036
2019-20	(\$55,400)
2020-21	\$128,000

[illegible]

**Building Regulation/Public Improvements (4530)**  
**(NEW ORG CODE:10104230)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111E	510010	PW Adm - Regular Salaries	\$ 137,177	\$ 142,600	\$ 132,000	\$ (10,600)	\$ 145,100
114E	510040	PW Adm - OT Pay	10,737	12,000	10,100	(1,900)	10,000
114F	510040	PW Mtc - OT Pay	800	500	400	(100)	500
115S	510020	PW Adm - PT Salaries	6,824	7,900	4,000	(3,900)	7,400
118E	511010	PW Adm - Lump Sum Payment	-	500	500	-	-
119E	512310	PW Adm - Applied Benefits	242,885	254,600	237,000	(17,600)	262,200
119S	512310	PW Adm - PT Applied Benefits	718	800	600	(200)	800
		Total Salaries and Benefits	399,141	418,900	384,600	(34,300)	426,000
2200	521000	Supplies	386	1,400	1,400	-	1,400
4400	542050	Contractual Services	50,360	60,000	32,000	(28,000)	60,000
4900	544020	Intergovernmental Charges	580	-	-	-	-
9300	592000	Equipment Usage	3,600	3,600	3,600	-	3,600
		Total Maintenance and Operations	54,926	65,000	37,000	(28,000)	65,000
AC00	453000	Excavation Permits	(228,500)	(175,000)	(225,000)	(50,000)	(180,000)
BB00	453020	Final Map Checking Fees	(13,912)	(6,000)	(14,000)	(8,000)	(8,000)
BC00	423005	Plan Check & Inspection Fees	(182,619)	(150,000)	(235,000)	(85,000)	(175,000)
CB00	470035	Property Owner Contribution	-	(5,000)	(3,000)	2,000	-
		Total Applied Revenues	(425,031)	(336,000)	(477,000)	(141,000)	(363,000)
		- Activity Total -	<u>\$ 29,036</u>	<u>\$ 147,900</u>	<u>\$ (55,400)</u>	<u>\$ (203,300)</u>	<u>\$ 128,000</u>

\*

Additional detail on following page(s)

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\*

**Building Regulation/Public Improvements (4530) - Account Number Detail**

	Mid-Year	Final	
<b><u>Acct #2200</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Uniforms	\$ 600	\$ 600	\$ 600
Photo Supplies	200	200	200
Misc.	<u>600</u>	<u>600</u>	<u>600</u>
	\$ 1,400	\$ 1,400	\$ 1,400

	Mid-Year	Final	
<b><u>Acct #4400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Engineering Assistance	\$ 50,000	\$ 25,000	\$ 50,000
Sewer Flow Study/Monitoring	6,000	6,000	6,000
Misc.	<u>4,000</u>	<u>1,000</u>	<u>4,000</u>
	\$ 60,000	\$ 32,000	\$ 60,000

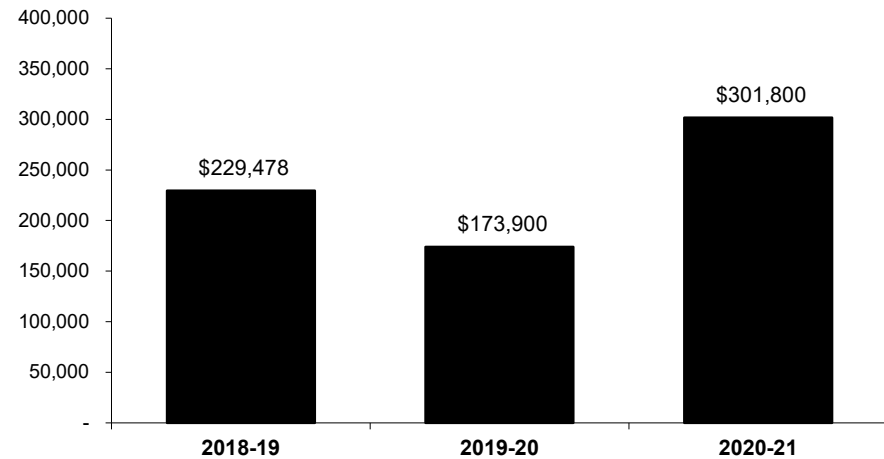
# Traffic Engineering (5210)

The Traffic Engineering activity oversees traffic control facilities within the City. This includes the plans and designs of traffic signals, street lights and other warning lighting to provide efficient operations of the City's traffic control system. Also included is the participation in the 91/605 Major Corridor Study.

## Activity Summary

	Actual	Final	Manager
	FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$ 48,232	46,700	48,400
Maintenance and Operations	221,004	175,200	283,400
Applied Revenues	(39,758)	(48,000)	(30,000)
Activity Total	\$ 229,478	173,900	301,800

## Fiscal Year Comparisons



**Traffic Engineering (5210)**  
**(NEW ORG CODE:10423501)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111E	510010	PW Adm - Regular Salaries	\$ 16,555	\$ 15,700	\$ 16,200	\$ 500	\$ 16,100
114E	510040	PW Adm - OT Pay	-	100	-	(100)	100
114F	510040	PW Mtc - OT Pay	183	500	-	(500)	500
114T	510050	PW Mtc - PT OT Pay	-	100	-	(100)	-
115S	510020	PW Adm - PT Salaries	2,646	3,000	1,600	(1,400)	2,900
118E	511010	PW Adm - Lump Sum Payment	-	100	100	-	-
119E	512310	PW Adm - Applied Benefits	28,437	27,300	28,500	1,200	28,400
119S	512310	PW Adm - PT Applied Benefits	411	400	300	(100)	400
		Total Salaries and Benefits	48,232	47,200	46,700	(500)	48,400
2200	521000	Supplies	1,914	3,500	2,500	(1,000)	3,500
4210	540030	Travel and Meetings	-	400	200	(200)	400
4400	542050	Contractual Services	115,990	117,000	118,000	1,000	210,000
4900	544020	Intergovernmental Charges	98,600	65,000	50,000	(15,000)	65,000
9300	592000	Equipment Usage	4,500	4,500	4,500	-	4,500
		Total Maintenance and Operations	221,004	190,400	175,200	(15,200)	283,400
BH00	470090	Miscellaneous Fees	(39,758)	(15,000)	(48,000)	(33,000)	(30,000)
		Total Applied Revenues	(39,758)	(15,000)	(48,000)	(33,000)	(30,000)
		- Activity Total -	\$ 229,478	\$ 222,600	\$ 173,900	\$ (48,700)	\$ 301,800

\* Additional detail on following page(s)

**Traffic Engineering (5210) - Account Number Detail**

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #4400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Traffic Engineering Assistance	\$ 117,000	\$ 118,000	\$ 210,000
	\$ 117,000	\$ 118,000	\$ 210,000

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #4900</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
LA County Partnership Projects	\$ 15,000	\$ -	\$ 15,000
Payment to COG for 91/605/405 Study	20,000	20,000	20,000
I-5 Consortium JPA Membership	30,000	30,000	30,000
	\$ 65,000	\$ 50,000	\$ 65,000

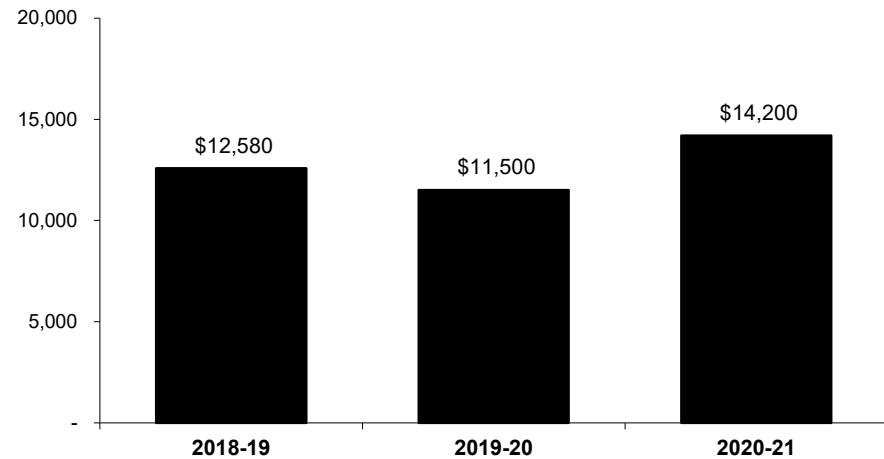
# Traffic Commission (5212)

The Traffic Commission is an advisory committee comprised of residents appointed by the City Council. The Traffic Commission meets on a monthly basis to discuss traffic-related matters within the City, such as traffic accidents, traffic-related capital projects, business-requested parking prohibitions and speeding concerns. Support for the Traffic Commission is provided by both the Public Works Department, as well as Whittier Police Officers, through the Police Services Center.

## Activity Summary

	Actual	Final	Manager
	FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$ 10,530	9,200	10,300
Maintenance and Operations	2,050	2,300	3,900
Applied Revenues	-	-	-
Activity Total	\$ 12,580	11,500	14,200

## Fiscal Year Comparisons





**Traffic Commission (5212)**  
**(NEW ORG CODE:10423502)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111E	510010	PW Adm - Regular Salaries	\$ 3,157	\$ 2,900	\$ 2,700	\$ (200)	\$ 2,900
114E	510040	PW Adm - OT Pay	395	200	400	200	400
115S	510020	PW Adm - PT Salaries	955	1,400	800	(600)	1,300
119E	512310	PW Adm - Applied Benefits	5,784	5,300	5,100	(200)	5,400
119S	512310	PW Adm - PT Applied Benefits	<u>239</u>	<u>300</u>	<u>200</u>	<u>(100)</u>	<u>300</u>
		Total Salaries and Benefits	10,530	10,100	9,200	(900)	10,300
2200	521000	Supplies	-	200	100	(100)	200
4210	540030	Travel and Meetings	-	400	200	(200)	400
4250	540020	Training	-	300	-	(300)	300
4400	542050	Contractual Services	<u>2,050</u>	<u>3,000</u>	<u>2,000</u>	<u>(1,000)</u>	<u>3,000</u>
		Total Maintenance and Operations	2,050	3,900	2,300	(1,600)	3,900
		- Activity Total -	<u>\$ 12,580</u>	<u>\$ 14,000</u>	<u>\$ 11,500</u>	<u>\$ (2,500)</u>	<u>\$ 14,200</u>



# Municipal Services



## FY 2019-20 Final Estimates and FY 2020-21 Proposed Budget

### Department Summary

Activity		Actual	Mid-Year	Final	Manager
		FY 2018-19	Budget	Estimate	Recommended
Number	Name	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21
2410	Administration	\$ 121,198	\$ 115,900	\$ 101,000	\$ 121,100
2420	Equipment Maintenance	279,170	515,300	413,300	578,900
2440	Municipal Services Yard	154,101	156,300	155,500	164,800
4340	Graffiti Removal	293,885	324,900	407,400	361,100
5100	Transit Services	-	-	-	-
5200	Norwalk/SFS Transportation Center	-	-	-	-
5310	Street Maintenance/General	484,992	900,600	654,200	942,800
5330	Street Maintenance/Tree Maintenance	-	-	-	-
5340	Landscape Mtc.	768,491	825,800	832,900	821,300
5360	Street Maintenance/Signs & Striping	12,019	83,000	145,300	82,000
5410	Traffic Signal Mtc.-Santa Fe Springs	390,281	381,200	468,500	456,600
5420	Traffic Signal Mtc.-Contract Cities	(22,539)	86,600	80,700	124,800
5500	Street Lighting Maintenance	549,487	526,100	620,700	582,500
	Park Maintenance Summary	1,351,737	1,432,900	1,438,800	1,426,600
	Buildings & Ground Maintenance Summary	1,570,067	1,790,700	1,655,200	1,742,100
6130	Park Maintenance-Ball Fields	163,469	123,500	124,300	132,100
Division Totals		6,116,359	7,262,800	7,097,800	7,536,700

# Municipal Services



Revised FY 2019-20 & FY 2020-21 Position Summary					
	FY 2019-20	Revised FY 2019-20	Change + or (-)	FY 2020-21	Change + or (-)
Full-Time Positions					
Bus Driver II	1	1	-	1	-
Bus Driver III	1	1	-	1	-
Electrician	1	1	-	1	-
Facility Section Supervisor	1	1	-	1	-
Facility Specialist	3	3	-	3	-
Fleet Section Supervisor	1	1	-	1	-
Maintenance Worker	7	7	-	7	-
Mechanic II	1	2	1	2	-
Mechanic I	2	1	(1)	1	-
Municipal Services Manager	1	1	-	1	-
Streets & Grounds Lead Worker	1	1	-	1	-
Streets & Grounds Maintenance Supervisor	1	1	-	1	-
Traffic Signal & Lighting Supervisor	1	1	-	1	-
Traffic & Lighting Technician I	1	1	-	2	1
Traffic Signals Lighting Technician II	2	2	-	1	(1)
Transportation Services Supervisor	1	1	-	1	-
Total Number of Full-Time Positions	26	26	-	26	-
Part-Time Non-Benefitted Hours					
Total Number of Hours	28,616	28,616	-	28,616	-

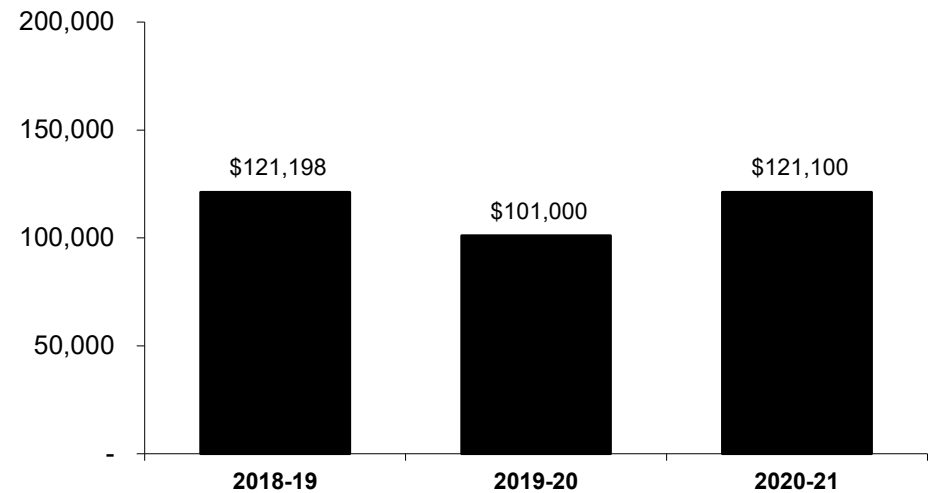
# Maintenance Administration (2410)

The Maintenance Administration activity provides the administrative and financial support for the maintenance activities.

## Activity Summary

	Actual	Final	Manager
	FY 2018-19	Est FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$ 80,779	84,200	94,400
Maintenance and Operations	40,419	16,800	26,700
Applied Revenues	-	-	-
Activity Total	\$ 121,198	101,000	121,100

## Fiscal Year Comparisons



**Maintenance Administration (2410)**  
**(NEW ORG CODE:10104399)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111F	510010	PW Mtc - Regular Salaries	\$ 23,181	\$ 24,700	\$ 22,000	\$ (2,700)	\$ 25,800
116F	510060	PW Mtc - Standby Pay	12,862	13,000	17,000	4,000	17,000
118F	511010	PW Mtc - Lump Sum Payment	-	200	200	-	-
119F	512310	PW Mtc - Applied Benefits	44,736	51,800	45,000	(6,800)	51,600
		Total Salaries and Benefits	80,779	89,700	84,200	(5,500)	94,400
2200	521000	Supplies	6,130	6,000	6,000	-	6,000
3400	534000	Telephone	3,263	12,400	3,500	(8,900)	12,400
4210	540030	Travel and Meetings	289	300	500	200	500
4220	540010	Memberships	635	500	200	(300)	300
4250	540020	Training	653	1,500	1,500	-	1,500
4400	542050	Contractual Services	27,449	3,500	3,100	(400)	4,000
9300	592000	Equipment Usage	2,000	2,000	2,000	-	2,000
		Total Maintenance and Operations	40,419	26,200	16,800	(9,400)	26,700
		- Activity Total -	<u>\$ 121,198</u>	<u>\$ 115,900</u>	<u>\$ 101,000</u>	<u>\$ (14,900)</u>	<u>\$ 121,100</u>

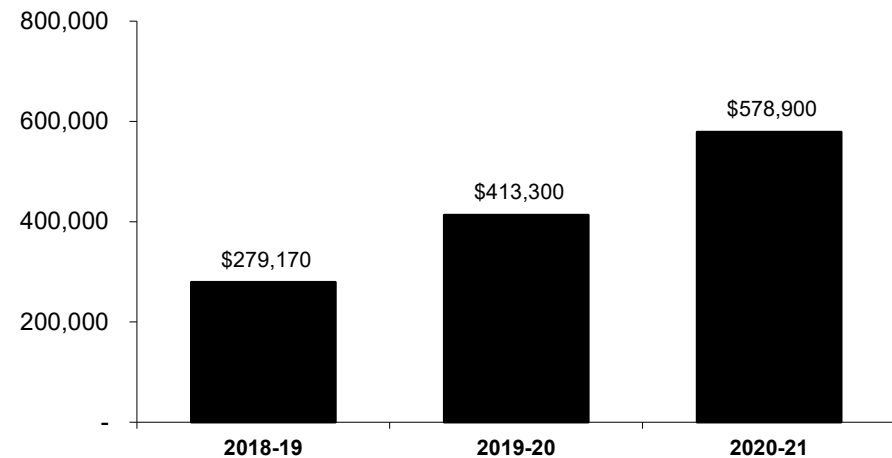
# Equipment Maintenance (2420)

The Equipment Maintenance Division activity maintains and repairs all the City equipment, approximately 200 vehicles. This includes the repairs on a diverse range of conventional and alternate fueled vehicles and equipment.

## Activity Summary

	Actual FY 2018-19	Final Est. FY 2019-20	Manager Recommended FY 2020-21
Salaries and Benefits	\$ 389,432	374,500	656,000
Maintenance and Operations	(110,262)	38,800	(77,100)
Applied Revenues	-	-	-
Activity Total	\$ 279,170	413,300	578,900

## Fiscal Year Comparisons



**Equipment Maintenance (2420)**  
**(NEW ORG CODE:10431001)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111F	510010	PW Mtc - Regular Salaries	\$ 135,152	\$ 196,300	\$ 113,500	\$ (82,800)	\$ 198,500
114F	510040	PW Mtc - OT Pay	8,642	10,000	10,000	-	10,000
114T	510050	PW Mtc - PT OT Pay	792	1,000	500	(500)	1,000
115T	510020	PW Mtc - PT Salaries	2,616	45,900	13,500	(32,400)	40,400
116F	510060	PW Mtc - Standby Pay	11,772	13,000	16,500	3,500	17,500
118F	511010	PW Mtc - Lump Sum Payment	-	1,300	900	(400)	-
119F	512310	PW Mtc - Applied Benefits	230,011	379,900	216,000	(163,900)	379,400
119T	512310	PW Mtc - PT Applied Benefits	447	11,100	3,600	(7,500)	9,200
		Total Salaries and Benefits	389,432	658,500	374,500	(284,000)	656,000
2200	521000	Supplies	383,805	450,000	350,000	(100,000)	405,000
3200	532000	Natural Gas	156	200	200	-	200
3300	533000	Water	1,046	1,200	1,200	-	1,300
3400	534000	Telephone	402	-	300	300	-
4210	540030	Travel and Meetings	666	500	-	(500)	500
4220	540010	Memberships	35	500	100	(400)	500
4250	540020	Training	2,900	3,000	-	(3,000)	3,000
4400	542050	Contractual Services	189,276	89,000	375,000	286,000	200,000
4900	544020	Intergovernmental Charges	552	2,400	2,000	(400)	2,400
9300	592000	Equipment Usage	(689,100)	(690,000)	(690,000)	-	(690,000)
		Total Maintenance and Operations	(110,262)	(143,200)	38,800	182,000	(77,100)
		- Activity Total -	\$ 279,170	\$ 515,300	\$ 413,300	\$ (102,000)	\$ 578,900

\*

Additional detail on following page(s)



**Equipment Maintenance (2420) - Account Number Detail**

	Mid-Year	Final	
<b><u>Acct #2200</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Fuel only - General Government	\$ 175,000	\$ 120,000	\$ 175,000
- Police	180,000	180,000	180,000
Repair Parts, Oil, Tires, Misc. Supplies	95,000	50,000	50,000
	<u>\$ 450,000</u>	<u>\$ 350,000</u>	<u>\$ 405,000</u>

	Mid-Year	Final	
<b><u>Acct #4400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Accident Repairs	\$ 20,000	\$ 20,000	\$ 20,000
Smogs	3,000	3,000	3,000
Garage Software Programs	5,000	5,000	5,000
Towels (Wash Rack)	3,000	3,000	3,000
Safety Clean	2,900	2,900	2,900
Towing	600	600	600
Mechanical Repair Work	-	287,500	110,000
Fire Extinguisher	1,500	1,500	1,500
UST Inspections	3,500	3,500	3,500
Radio Frequency Lease	1,500	-	1,500
Transmission Repairs, Repaint			
Trucks, Broken Windshields, etc.	48,000	48,000	49,000
	<u>\$ 89,000</u>	<u>\$ 375,000</u>	<u>\$ 200,000</u>

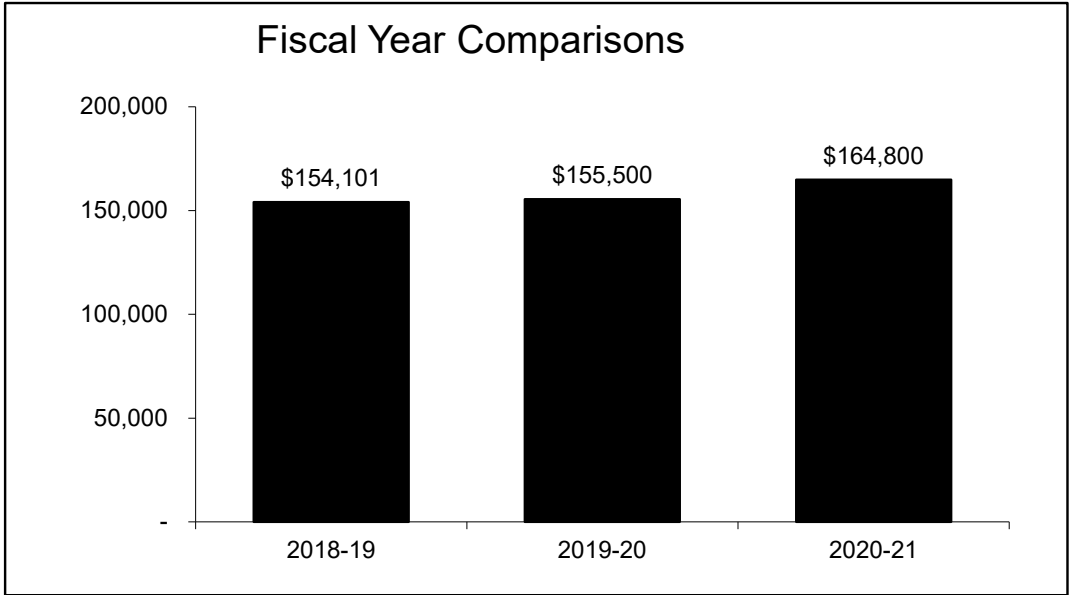
  

	Mid-Year	Final	
<b><u>Acct #4900</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
UST,Board of Equalization,ARB-PERB,CHP	\$ 2,400	\$ 2,000	\$ 2,400
	<u>\$ 2,400</u>	<u>\$ 2,000</u>	<u>\$ 2,400</u>

# Municipal Services Yard (2440)

The Municipal Services Yard activity provides for the maintenance of the Municipal Services Yard and buildings, including landscape and janitorial services.

Activity Summary			
	Actual	Final	Manager
	FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$ 44,419	56,300	62,100
Maintenance and Operations	109,682	99,200	102,700
Applied Revenues	-	-	-
Activity Total	\$ 154,101	155,500	164,800



**Municipal Services Yard (2440)**  
**(NEW ORG CODE:10431002)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111F	510010	PW Mtc - Regular Salaries	\$ 14,103	\$ 17,400	\$ 13,800	\$ (3,600)	\$ 17,400
114F	510040	PW Mtc - OT Pay	3,960	1,500	5,000	3,500	5,000
114T	510050	PW Mtc - PT OT Pay	-	100	400	300	200
115T	510020	PW Mtc - PT Salaries	268	4,800	6,300	1,500	4,100
118F	511010	PW Mtc - Lump Sum Payment	-	100	100	-	-
119F	512310	PW Mtc - Applied Benefits	26,051	35,900	29,500	(6,400)	34,500
119T	512310	PW Mtc - PT Applied Benefits	37	900	1,200	300	900
		Total Salaries and Benefits	44,419	60,700	56,300	(4,400)	62,100
2200	521000	Supplies	28,884	20,000	23,000	3,000	25,000
3100	531000	Electricity	22,844	25,000	27,000	2,000	28,000
3200	532000	Natural Gas	1,138	1,000	700	(300)	800
3300	533000	Water	2,092	2,400	2,100	(300)	2,300
3400	534000	Telephone	17,398	16,000	15,000	(1,000)	15,500
4400	542050	Contractual Services	32,326	26,200	26,400	200	26,100
9300	592000	Equipment Usage	5,000	5,000	5,000	-	5,000
		Total Maintenance and Operations	109,682	95,600	99,200	3,600	102,700
		- Activity Total -	<u>\$ 154,101</u>	<u>\$ 156,300</u>	<u>\$ 155,500</u>	<u>\$ (800)</u>	<u>\$ 164,800</u>

\* Additional detail on following page(s)

**Municipal Services Yard (2440) - Account Number Detail**

	Mid-Year	Final	
<b><u>Acct #2200</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Irrigation Supplies	\$ 3,500	\$ 3,500	\$ 3,500
Holiday Supplies	2,500	2,500	2,500
Operating Supplies	8,500	9,500	9,500
Locks and Cores	1,500	3,500	5,500
Lamps & Electrical	<u>4,000</u>	<u>4,000</u>	<u>4,000</u>
	\$ 20,000	\$ 23,000	\$ 25,000

	Mid-Year	Final	
<b><u>Acct #4400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Misc Equipment	\$ 1,000	\$ 1,000	\$ 1,000
HVAC Maintenance	2,000	2,000	2,000
Landscape Maintenance Contract	4,400	4,600	4,300
Misc Contracts	800	800	800
Janitorial Services	14,400	14,400	14,400
Alarm Monitoring	1,600	1,600	1,600
Copier Maintenance	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>
	\$ 26,200	\$ 26,400	\$ 26,100

[illegible]

Period	Number of Employees
2018-19	293,885
2019-20	407,400
2020-21	361,100

**Graffiti Removal (4340)**  
**(NEW ORG CODE:10104330)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111F	510010	PW Mtc - Regular Salaries	\$ 54,210	\$ 73,800	\$ 56,200	\$ (17,600)	\$ 77,700
114F	510040	PW Mtc - OT Pay	185	500	1,400	900	-
114T	510050	PW Mtc - PT OT Pay	2,735	2,500	6,200	3,700	-
115T	510020	PW Mtc - PT Salaries	84,276	46,300	140,000	93,700	74,900
118F	511010	PW Mtc - Lump Sum Payment	-	400	400	-	-
119F	512310	PW Mtc - Applied Benefits	104,587	145,600	115,000	(30,600)	146,200
119T	512310	PW Mtc - PT Applied Benefits	<u>10,809</u>	<u>11,200</u>	<u>30,800</u>	<u>19,600</u>	<u>12,000</u>
		Total Salaries and Benefits	256,802	280,300	350,000	69,700	310,800
2200	521000	Supplies	25,779	30,000	35,000	5,000	30,000 *
3400	534000	Telephone	209	-	2,000	2,000	-
4400	542050	Contractual Services	2,695	6,400	12,000	5,600	12,000 *
9300	592000	Equipment Usage	<u>8,400</u>	<u>8,400</u>	<u>8,400</u>	<u>-</u>	<u>8,400</u>
		Total Maintenance and Operations	37,083	44,800	57,400	12,600	50,400
BR00	470030	Damage to City Property	<u>-</u>	<u>(200)</u>	<u>-</u>	<u>200</u>	<u>(100)</u>
		Total Applied Revenues	-	(200)	-	200	(100)
		<b>- Activity Total -</b>	<u>\$ 293,885</u>	<u>\$ 324,900</u>	<u>\$ 407,400</u>	<u>\$ 82,500</u>	<u>\$ 361,100</u>

\* Additional detail on following page(s)

**Graffiti Removal - City Area (4340) - Account Number Detail**

<b><u>Acct #2200</u></b>	<b><u>Mid-Year</u></b>	<b><u>Final</u></b>	<b><u>FY 2020-21</u></b>
	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	
Graffiti Contract Supplies	\$ 8,000	\$ 8,000	\$ 8,000
Misc. Supplies	6,000	8,000	6,000
Paint	6,000	9,000	6,000
Graffiti Remover Compound	10,000	10,000	10,000
	<u>\$ 30,000</u>	<u>\$ 35,000</u>	<u>\$ 30,000</u>

<b><u>Acct #4400</u></b>	<b><u>Mid-Year</u></b>	<b><u>Final</u></b>	<b><u>FY 2020-21</u></b>
	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	
Tinting	\$ -	\$ 8,000	\$ 8,000
Special Events & Emergencies	6,400	4,000	4,000
	<u>\$ 6,400</u>	<u>\$ 12,000</u>	<u>\$ 12,000</u>

This activity is funded entirely through Local Return Propositions A & C, and Measure R funds.

[illegible]



**Transit Services (5100)**  
**(NEW ORG CODE:10434002)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111F	510010	PW Mtc - Regular Salaries	\$ 50,969	\$ 103,500	\$ 92,000	\$ (11,500)	\$ 121,000
114F	510040	PW Mtc - OT Pay	130	-	2,900	2,900	500
114T	510050	PW Mtc - PT OT Pay	2,983	2,000	900	(1,100)	2,000
115T	510020	PW Mtc - PT Salaries	79,816	40,900	7,800	(33,100)	43,400
118F	511010	PW Mtc - Lump Sum Payment	-	800	800	-	-
119F	512310	PW Mtc - Applied Benefits	109,527	182,200	160,000	(22,200)	222,000
119T	512310	PW Mtc - PT Applied Benefits	30,496	3,000	800	(2,200)	3,600
		Total Salaries and Benefits	273,921	332,400	265,200	(67,200)	392,500
2200	521000	Supplies	5,366	5,000	5,000	-	5,000
3400	534000	Telephone	2,905	2,600	2,600	-	5,000
4210	540030	Travel and Meetings	335	500	500	-	500
4220	540010	Memberships	382	600	600	-	600
4400	542050	Contractual Services	61,306	67,000	78,000	11,000	74,000
4900	544020	Intergovernmental Charges	5,489	8,000	1,000	(7,000)	5,000
7300	573400	Furniture/Equipment	-	1,500	1,500	-	1,500
9300	592000	Equipment Usage	44,000	44,000	44,000	-	44,000
		Total Maintenance and Operations	119,783	129,200	133,200	4,000	135,600
BH00	470090	Misc Revenue / Taxi Vouchers	(862)	(1,000)	(400)	600	(1,000)
HD00	810000	Trans from County Transit Prop A	(392,842)	(460,600)	(398,000)	62,600	(527,100)
		Total Applied Revenues	(393,704)	(461,600)	(398,400)	63,200	(528,100)
		- Activity Total -	\$ -	\$ -	\$ -	\$ -	\$ -

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\* Additional detail on following page(s)

**Transit Services (5100) - Account Number Detail**

<b><u>Acct #2200</u></b>	<b>Mid-Year <u>FY 2019-20</u></b>	<b>Final <u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Misc. Supplies	\$ 2,500	\$ 2,500	\$ 2,500
Uniforms	2,000	2,000	2,000
Vehicle Cleaning	<u>500</u>	<u>500</u>	<u>500</u>
	\$ 5,000	\$ 5,000	\$ 5,000

<b><u>Acct #3400</u></b>	<b>Mid-Year <u>FY 2019-20</u></b>	<b>Final <u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Vehicle #5521	\$ 650	\$ 650	\$ 650
Vehicle #5523	650	650	650
Office / Vehicle #5525	650	650	700
Part-Time/ #0652	<u>650</u>	<u>650</u>	<u>3,000</u>
	\$ 2,600	\$ 2,600	\$ 5,000

<b><u>Acct #4400</u></b>	<b>Mid-Year <u>FY 2019-20</u></b>	<b>Final <u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Bus Maintenance	\$ 2,500	\$ 2,500	\$ 1,500
Charter Services	59,000	65,000	60,000
Software Maintenance	<u>5,500</u>	<u>10,500</u>	<u>12,500</u>
	\$ 67,000	\$ 78,000	\$ 74,000

[illegible]

The chart, titled "Fiscal Year Comparisons", displays three bars representing the years 2018-19, 2019-20, and 2020-21. All three bars are at the zero level on the y-axis, which is marked with values 0, 500, 1,000, and 1,500. Each bar is explicitly labeled with "\$0" above it.

Fiscal Year	Value
2018-19	\$0
2019-20	\$0
2020-21	\$0

**Norwalk/SFS Transportation Center (5200)**  
**(NEW ORG CODE:10434001)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111F	510010	PW Mtc - Regular Salaries	\$ 11,299	\$ 12,700	\$ 12,500	\$ (200)	\$ -
118F	511010	PW Mtc - Lump Sum Payment	-	100	100	-	-
119F	512310	PW Mtc - Applied Benefits	<u>24,308</u>	<u>26,600</u>	<u>25,600</u>	<u>(1,000)</u>	<u>-</u>
		Total Salaries and Benefits	35,607	39,400	38,200	(1,200)	-
4900	544020	Intergovernmental Charges	<u>22,175</u>	<u>80,000</u>	<u>25,000</u>	<u>(55,000)</u>	<u>-</u>
		Total Maintenance and Operations	22,175	80,000	25,000	(55,000)	-
HD03	810000	Transfer from Measure R	<u>(57,782)</u>	<u>(119,400)</u>	<u>(63,200)</u>	<u>56,200</u>	<u>-</u>
		Total Applied Revenues	(57,782)	(119,400)	(63,200)	56,200	-
		<b>- Activity Total -</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
			<b>COMBINED THIS ACTIVITY INTO 5100 FY2020-21</b>				
					-		

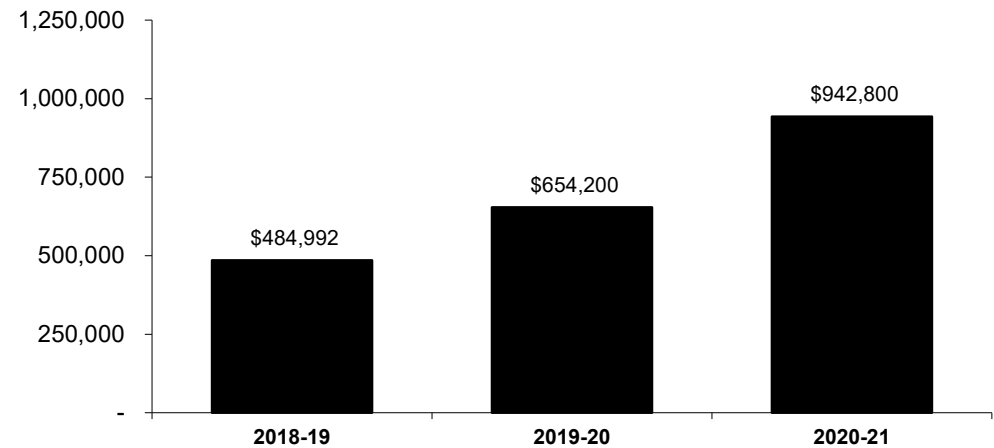
# Street Maintenance / General (5310)

The Street Maintenance/General activity provides for maintaining the streets, alleys, sidewalks, parking lots, overpasses, underpasses, catch basins and right-of-way throughout the City. They assist in traffic control, set-up for special events and emergencies, spills, maintenance of traffic collisions, emergencies, etc. They provide catch basin inspection, maintenance, City sewer problems, etc.

## Activity Summary

	Actual FY 2018-19	Final Est. FY 2019-20	Manager Recommended FY 2020-21
Salaries and Benefits	\$ 733,297	816,900	899,100
Maintenance and Operations	240,513	257,100	394,500
Applied Revenues	(488,818)	(419,800)	(350,800)
Activity Total	\$ 484,992	654,200	942,800

## Fiscal Year Comparisons



**Street Maintenance/General (5310)**  
**(NEW ORG CODE:10432001)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111E	510010	PW Adm - Regular Salaries	\$ 3,954	\$ 3,900	\$ 4,500	\$ 600	\$ 3,900
111F	510010	PW Mtc - Regular Salaries	233,391	276,100	256,500	(19,600)	289,400
114F	510040	PW Mtc - OT Pay	30,281	20,000	28,000	8,000	30,000
114T	510050	PW Mtc - PT OT Pay	2,284	2,000	2,000	-	2,000
115S	510020	PW Adm - PT Salaries	996	1,400	700	(700)	1,300
115T	510020	PW Mtc - PT Salaries	4,282	17,100	5,000	(12,100)	13,700
116F	510060	PW Mtc - Standby Pay	-	-	-	-	17,500
118E	511010	PW Eng - Lump Sum Payment	-	100	-	(100)	-
118F	511010	PW Mtc - Lump Sum Payment	-	2,000	-	(2,000)	-
119E	512310	PW Adm - Applied Benefits	7,244	7,000	8,500	1,500	7,100
119F	512310	PW Mtc - Applied Benefits	449,871	509,400	508,900	(500)	530,800
119S	512310	PW Adm - PT Applied Benefits	254	300	100	(200)	300
119T	512310	PW Mtc - PT Applied Benefits	740	3,600	2,700	(900)	3,100
		Total Salaries and Benefits	733,297	842,900	816,900	(26,000)	899,100
2200	521000	Supplies	78,039	60,000	77,000	17,000	79,000
3100	531000	Electricity	5,271	10,000	3,000	(7,000)	5,000
3400	534000	Telephone	452	-	600	600	-
4210	540030	Travel and Meetings	352	500	-	(500)	500
4220	540010	Memberships	-	500	-	(500)	500
4250	540020	Training	1,590	3,000	-	(3,000)	3,000
4400	542050	Contractual Services	59,139	145,000	100,000	(45,000)	100,000
4800	543060	Construction	19,170	25,000	25,000	-	25,000
4900	544020	Intergovernmental Charges	25,000	63,000	-	(63,000)	130,000
9300	592000	Equipment Usage	51,500	51,500	51,500	-	51,500
		Total Maintenance and Operations	240,513	358,500	257,100	(101,400)	394,500

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Additional detail on following page(s)

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## Street Maintenance/General (5310)

### Activity Detail

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
		(Continued)					
BH00	470090	Miscellaneous Fees	(454)	-	-	-	-
BR00	470030	Damage to City Property	(16,771)	(10,000)	(11,000)	(1,000)	(10,000)
CI00	426000	Greenwaste Host Fees	(21,237)	(30,000)	(30,000)	-	(30,000)
FA00	462030	Fines/Vehicle Code	(38,416)	-	(120,000)	(120,000)	(80,000)
HC00	810000	Trans from State Gas Tax	(380,800)	(230,000)	(228,000)	2,000	(200,000)
HE02	810000	Trans from Comm Fac Distr 2002-1	(6,140)	(5,800)	(5,800)	-	(5,800)
HM00	810000	Transfer from Waste Management	(12,500)	(12,500)	(12,500)	-	(12,500)
HW00	810000	Transfer from Water Utility	(12,500)	(12,500)	(12,500)	-	(12,500)
		Total Applied Revenues	(488,818)	(300,800)	(419,800)	(119,000)	(350,800)
		- Activity Total -	<u>\$ 484,992</u>	<u>\$ 900,600</u>	<u>\$ 654,200</u>	<u>\$ (246,400)</u>	<u>\$ 942,800</u>

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Additional detail on following page(s)

**Street Maintenance/General (5310) - Account Number Detail**

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #2200</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Asphaltic Concrete	\$ 9,000	\$ 22,000	\$ 23,000
Concrete	7,000	10,000	16,000
Lumber and Stakes	4,300	5,000	5,000
Barricades	1,600	1,000	1,000
Uniforms, Boots, Safety Eqpt	5,500	6,000	6,000
Hand and Small Power Tools	1,600	3,000	3,000
Aggregate Base	5,000	7,000	7,000
Emergencies	3,000	4,000	4,000
Crack Seal Supp	5,000	1,000	1,000
Misc Supplies	<u>18,000</u>	<u>18,000</u>	<u>13,000</u>
	\$ 60,000	\$ 77,000	\$ 79,000

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #4400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Asphalt Concrete Repair and Replacement	\$ 100,000	\$ 60,000	\$ 50,000
Underpass Vault Clean/Repair	40,000	30,000	40,000
Guardrail Repair/Replacement	5,000	5,000	5,000
Tree Removals/Trim Rt of Way	-	<u>5,000</u>	<u>5,000</u>
	\$ 145,000	\$ 100,000	\$ 100,000



[illegible]

A bar chart with the y-axis representing the number of employees, ranging from (10,000) to 10,000 in increments of 5,000. The x-axis shows three fiscal years: 2018-19, 2019-20, and 2020-21. For each year, there is a single bar with a value of \$0, indicating zero employees.

Year	Number of Employees
2018-19	0
2019-20	0
2020-21	0

**Street Maintenance/Tree Maintenance (5330)**  
**(NEW ORG CODE:10432002)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111F	510010	PW Mtc - Regular Salaries	\$ 45,336	\$ 59,800	\$ 46,000	\$ (13,800)	\$ 59,800
114F	510040	PW Mtc - OT Pay	7,457	7,000	5,800	(1,200)	7,000
114T	510050	PW Mtc - PT OT Pay	1,062	500	100	(400)	500
115T	510020	PW Mtc - PT Salaries	1,363	2,300	1,100	(1,200)	2,600
118F	511010	PW Mtc - Lump Sum Payment	-	400	100	(300)	-
119F	512310	PW Mtc - Applied Benefits	72,971	90,900	70,000	(20,900)	100,200
119T	512310	PW Mtc - PT Applied Benefits	229	600	300	(300)	600
		Total Salaries and Benefits	128,418	161,500	123,400	(38,100)	170,700
2200	521000	Supplies	32,589	30,000	23,000	(7,000)	27,000
4210	540030	Travel and Meetings	-	1,000	400	(600)	1,000
4220	540010	Memberships	-	500	500	-	500
4250	540020	Training	250	500	200	(300)	1,000
4400	542050	Contractual Services	257,636	285,000	295,000	10,000	300,000
9300	592000	Equipment Usage	20,000	20,000	20,000	-	20,000
		Total Maintenance and Operations	310,475	337,000	339,100	2,100	349,500
BR00	470030	Damage to City Property	(121)	(500)	-	500	(500)
CE00	430100	Contributions	(1,782)	(5,000)	(5,000)	-	(5,000)
HM00	810000	Transfer from Waste Management	(436,990)	(493,000)	(457,500)	35,500	(514,700)
		Total Applied Revenues	(438,893)	(498,500)	(462,500)	36,000	(520,200)
		- Activity Total -	\$ -	\$ -	\$ -	\$ -	\$ -

\* Additional detail on following page(s)

**Street Maintenance/Tree Maintenance (5330) - Account Number Detail**

<b><u>Acct #2200</u></b>	<b>Mid-Year <u>FY 2019-20</u></b>	<b>Final <u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Chemicals	\$ 4,500	\$ 5,000	\$ 5,000
Hand and Small Power Tools	5,000	2,000	2,000
Uniforms	500	1,000	1,000
Plants, Flowers, and Trees	15,000	15,000	15,000
Misc. Supplies	<u>5,000</u>	<u>-</u>	<u>4,000</u>
	\$ 30,000	\$ 23,000	\$ 27,000

<b><u>Acct #4400</u></b>	<b>Mid-Year <u>FY 2019-20</u></b>	<b>Final <u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Tree Trimming (3 Year Cycle)	\$ 235,000	\$ 250,000	\$ 250,000
Tree Spraying	20,000	20,000	20,000
Tree Removals	<u>30,000</u>	<u>25,000</u>	<u>30,000</u>
	\$ 285,000	\$ 295,000	\$ 300,000

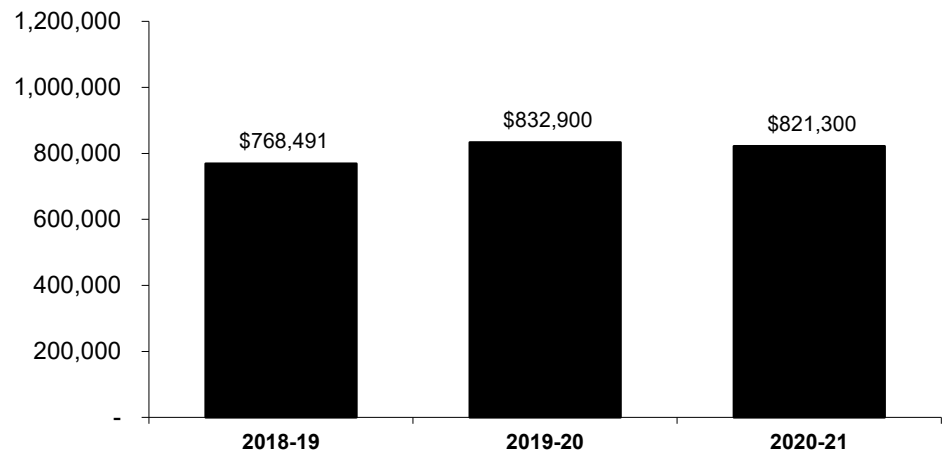
# Landscape Mtc (5340)

The Landscape Maintenance activity provides maintenance of landscape areas such as the median/greenbelts, slopes, underpasses, open space, sound walls and fountains.

## Activity Summary

	Actual FY 2018-19	Final Est. FY 2019-20	Manager Recommended FY 2020-21
Salaries and Benefits	\$ 138,317	146,500	149,400
Maintenance and Operations	661,577	714,000	702,700
Applied Revenues	(31,403)	(27,600)	(30,800)
Activity Total	\$ 768,491	832,900	821,300

## Fiscal Year Comparisons



**Landscape Mtc (5340)**  
**(NEW ORG CODE:10432003)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111F	510010	PW Mtc - Regular Salaries	44,915	44,600	46,600	2,000	44,900
114E	510040	PW Eng - OT Pay	607	-	-	-	-
114F	510040	PW Mtc - OT Pay	13,497	20,000	20,000	-	20,000
114T	510050	PW Mtc - PT OT Pay	546	1,500	1,100	(400)	1,500
115T	510020	PW Mtc - PT Salaries	1,498	6,100	1,000	(5,100)	3,200
118F	511010	PW Mtc - Lump Sum Payment	-	300	-	(300)	-
119E	512310	PW Eng - Applied Benefits	-	-	-	-	-
119F	512310	PW Mtc - Applied Benefits	77,133	75,200	77,500	2,300	79,000
119T	512310	PW Mtc - PT Applied Benefits	<u>121</u>	<u>1,300</u>	<u>300</u>	<u>(1,000)</u>	<u>800</u>
		Total Salaries and Benefits	138,317	149,000	146,500	(2,500)	149,400
2200	521000	Supplies	32,094	30,000	30,000	-	30,000
3100	531000	Electricity	33,802	35,000	26,000	(9,000)	30,000
3300	533000	Water	208,677	225,000	212,000	(13,000)	218,000
3400	534000	Telephone	1,492	-	800	800	-
4210	540030	Travel and Meetings	-	800	400	(400)	800
4220	540010	Memberships	-	400	400	-	400
4250	540020	Training	435	400	400	-	400
4400	542050	Contractual Services	363,077	403,000	422,000	19,000	401,100
9300	592000	Equipment Usage	<u>22,000</u>	<u>22,000</u>	<u>22,000</u>	<u>-</u>	<u>22,000</u>
		Total Maintenance and Operations	661,577	716,600	714,000	(2,600)	702,700
BG00	426010	Landscaping Fees	(2,400)	(4,000)	(2,000)	2,000	(2,000)
BR00	470030	Damage to City Property	(5,799)	(12,000)	(1,800)	10,200	(5,000)
EL00	441000	City of Whittier Participation	(5,804)	(6,400)	(6,400)	-	(6,400)
HM00	810000	Transfer from Waste Management	<u>(17,400)</u>	<u>(17,400)</u>	<u>(17,400)</u>	<u>-</u>	<u>(17,400)</u>
		Total Applied Revenues	(31,403)	(39,800)	(27,600)	12,200	(30,800)
		- Activity Total -	<u>\$ 768,491</u>	<u>\$ 825,800</u>	<u>\$ 832,900</u>	<u>\$ 7,100</u>	<u>\$ 821,300</u>

\*

Additional detail on following page(s)

**Landscape Mtc (5340) - Account Number Detail**

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #2200</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Irrigation Supplies	\$ 14,500	\$ 15,000	\$ 14,500
Uniform, Boots, & Safety Equip	3,000	3,000	3,000
Computer Supplies	500	1,000	500
Misc. Supplies	<u>12,000</u>	<u>11,000</u>	<u>12,000</u>
	\$ 30,000	\$ 30,000	\$ 30,000

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #4400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Landscape Maintenance Contract	\$ 372,000	\$ 391,000	\$ 370,100
Fountain Maintenance	24,000	24,000	24,000
N/E Corner Norwalk/Los Nietos	<u>7,000</u>	<u>7,000</u>	<u>7,000</u>
	\$ 403,000	\$ 422,000	\$ 401,100

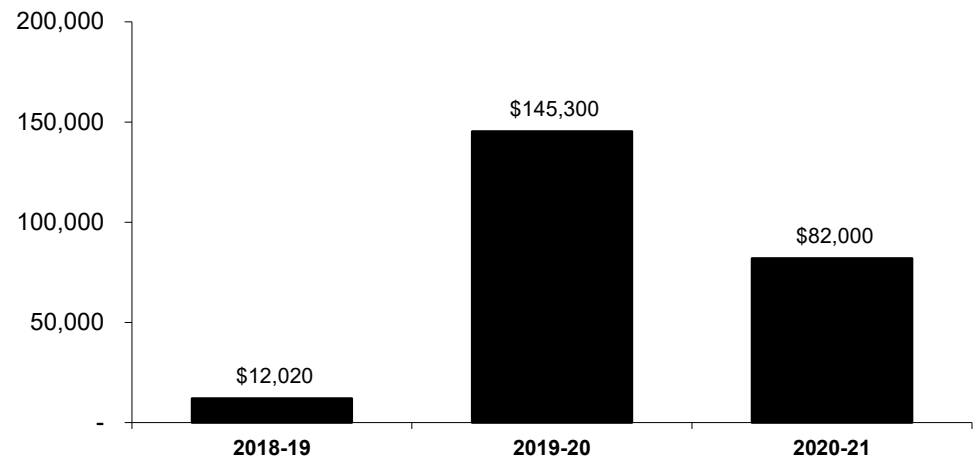
# Street Maintenance / Signs and Striping (5360)

The Street Maintenance / Signs and Striping activity oversees the installation and maintenance of traffic signs, traffic striping, pedestrian crosswalks, bike lanes, school zones, red, yellow and green curb maintenance, City parking lots, stencils and traffic control for special events and emergencies.

## Activity Summary

	Actual FY 2018-19	Final Est. FY 2019-20	Manager Recommended FY 2020-21
Salaries and Benefits	\$ 103,668	123,300	127,900
Maintenance and Operations	47,648	128,500	97,500
Applied Revenues	(139,297)	(106,500)	(143,400)
Activity Total	\$ 12,020	145,300	82,000

## Fiscal Year Comparisons



## Street Maintenance/Signs and Striping (5360)

(NEW ORG CODE:10432004)

### Activity Detail

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111F	510010	PW Mtc - Regular Salaries	\$ 30,526	\$ 39,600	\$ 38,000	\$ (1,600)	\$ 41,600
114F	510040	PW Mtc - OT Pay	6,766	10,000	7,000	(3,000)	7,000
114T	510050	PW Mtc - PT OT Pay	766	1,500	500	(1,000)	600
115T	510020	PW Mtc - PT Salaries	664	2,300	600		2,600
118F	511010	PW Mtc - Lump Sum Payment	-	200	-	(200)	-
119F	512310	PW Mtc - Applied Benefits	64,898	73,700	77,000	3,300	75,500
119T	512310	PW Mtc - PT Applied Benefits	48	600	200	(400)	600
		Total Salaries and Benefits	103,668	127,900	123,300	(2,900)	127,900
2200	521000	Supplies	27,036	32,000	33,000	1,000	32,000
4400	542050	Contractual Services	112	45,000	75,000	30,000	45,000
9300	592000	Equipment Usage	20,500	20,500	20,500	-	20,500
		Total Maintenance and Operations	47,648	97,500	128,500	31,000	97,500
BH00	470090	Miscellaneous Fees	(815)	(400)	(500)	(100)	(400)
BR00	470030	Damage to City Property	-	(5,000)	(3,000)	2,000	(5,000)
CB00	470035	Property Owner Contribution	(1,517)	(7,000)	(3,000)	4,000	(3,000)
CE00	430300	Contributions	(14,245)	-	-	-	(5,000)
FA00	462010	Fines/Vehicle Code	(122,720)	(130,000)	(100,000)	30,000	(130,000)
		Total Applied Revenues	(139,297)	(142,400)	(106,500)	35,900	(143,400)
		- Activity Total -	\$ 12,019	\$ 83,000	\$ 145,300	\$ 64,000	\$ 82,000

\*

Additional detail on following page(s)



**Street Maintenance/Signs and Striping (5360) - Account Number Detail**

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #2200</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Paint	\$ 13,000	\$ 12,000	\$ 13,000
Street Signs	10,000	10,000	10,000
Tools	4,000	5,000	4,000
Barricades/Cones	2,000	3,000	2,000
Misc. Supplies	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>
	\$ 32,000	\$ 33,000	\$ 32,000

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #4400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Striping/Stenciling	\$ 35,000	\$ 65,000	\$ 35,000
Bridge Repairs	5,000	5,000	5,000
Extraordinary Maintenance	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
	\$ 45,000	\$ 75,000	\$ 45,000

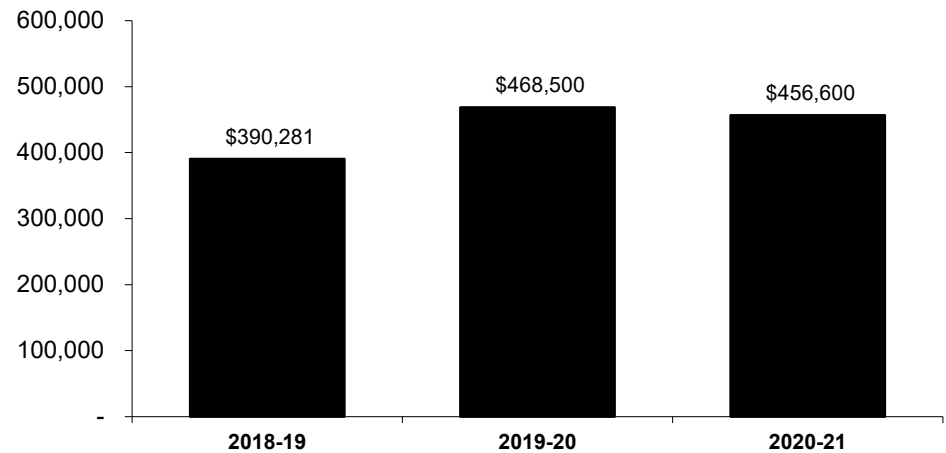
# Traffic Signals Mtc - Santa Fe Springs (5410)

The Traffic Signals Maintenance - Santa Fe Springs activity provides for the maintenance of existing traffic signals within the City of Santa Fe Springs, some of which are joint with other jurisdictions. This includes the maintenance of poles, wires, signals conduits, etc.

## Activity Summary

		Final	Manager
	Actual	Est.	Recommended
	FY 2018-19	FY 2019-20	FY 2020-21
Salaries and Benefits	\$ 188,455	233,900	231,900
Maintenance and Operations	211,473	250,200	247,200
Applied Revenues	(9,647)	(15,600)	(22,500)
Activity Total	\$ 390,281	468,500	456,600

## Fiscal Year Comparisons



**Traffic Signals Mtc - Santa Fe Springs (5410)**  
**(NEW ORG CODE:10433501)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111E	510010	PW Adm - Regular Salaries	\$ 925	\$ 1,800	\$ 1,300	\$ (500)	\$ 1,800
111F	510010	PW Mtc - Regular Salaries	44,654	54,600	60,000	5,400	57,300
114F	510040	PW Mtc - OT Pay	11,684	10,000	17,000	7,000	13,000
114T	510050	PW Mtc - PT OT Pay	1,917	2,000	2,000	-	2,000
115S	510020	PW Adm - PT Salaries	1,067	1,400	700	(700)	1,300
115T	510020	PW Mtc - PT Salaries	18,141	25,800	16,500	(9,300)	25,000
116F	510060	PW Mtc - Standby Pay	12,897	13,000	17,000	4,000	17,000
118F	511010	PW Mtc - Lump Sum Payment	-	400	400	-	-
119E	512310	PW Adm - Applied Benefits	1,695	3,200	2,300	(900)	3,300
119F	512310	PW Mtc - Applied Benefits	90,351	98,500	112,500	14,000	105,200
119S	512310	PW Adm - PT Applied Benefits	269	300	200	(100)	300
119T	512310	PW Mtc - PT Applied Benefits	4,855	6,200	4,000	(2,200)	5,700
		Total Salaries and Benefits	188,455	217,200	233,900	16,700	231,900
2200	521000	Supplies	104,304	60,000	108,500	48,500	104,000
3100	531000	Electricity	35,855	36,000	33,000	(3,000)	37,000
3400	534000	Telephone	2,155	-	2,200	2,200	2,200
4220	540010	Memberships	402	500	500	-	500
4250	540020	Training	1,235	1,500	1,000	(500)	1,500
4400	542050	Contractual Services	19,748	26,500	30,000	3,500	27,000
4900	544020	Intergovernmental Charges	27,774	42,000	55,000	13,000	55,000
9300	592000	Equipment Usage	20,000	20,000	20,000	-	20,000
		Total Maintenance and Operations	211,473	186,500	250,200	63,700	247,200
BH00	470090	Miscellaneous Fees	(288)	(500)	(100)	400	(500)
BR00	470030	Damage to City Property	(2,359)	(15,000)	(8,500)	6,500	(15,000)
HE00	810000	Trans from St Light MTC Fund	(7,000)	(7,000)	(7,000)	-	(7,000)
		Total Applied Revenues	(9,647)	(22,500)	(15,600)	6,900	(22,500)
		- Activity Total -	\$ 390,281	\$ 381,200	\$ 468,500	\$ 87,300	\$ 456,600

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\* Additional detail on following page(s)

**Traffic Signal Mtc - Santa Fe Springs (5410) - Account Number Detail**

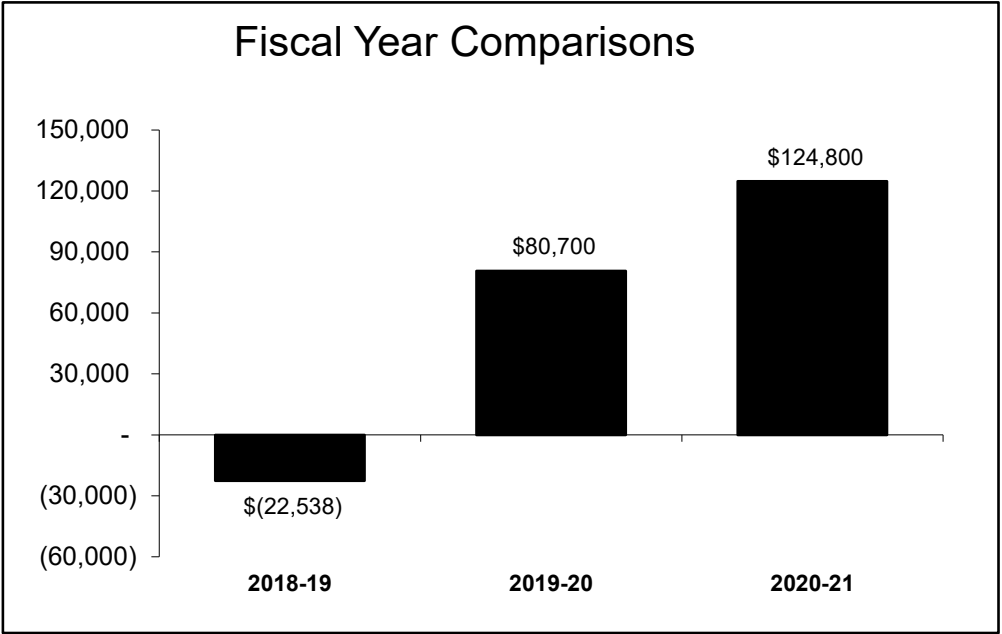
<b><u>Acct #4400</u></b>	<b>Mid-Year <u>FY 2019-20</u></b>	<b>Final <u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Misc Services	\$ 17,000	\$ 26,500	\$ 17,500
Crane Service	6,000	1,000	6,000
Loop Replacement	<u>3,500</u>	<u>2,500</u>	<u>3,500</u>
	\$ 26,500	\$ 30,000	\$ 27,000

<b><u>Acct #4900</u></b>	<b>Mid-Year <u>FY 2019-20</u></b>	<b>Final <u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Signals Joint with Norwalk	\$ 6,000	\$ 6,000	\$ 6,000
Signals Joint with LACO & La Mirada	25,000	27,000	27,000
Signals Joint with State	<u>11,000</u>	<u>22,000</u>	<u>22,000</u>
	\$ 42,000	\$ 55,000	\$ 55,000

# Traffic Signal Mtc - Contract Cities (5420)

The Traffic Signal Maintenance - Contract Cities activity provides for routine and emergency repair of traffic signals of several surrounding cities that have contracted with the City of Santa Fe Springs for these services.

Activity Summary			
	Actual	Final	Manager
	FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$ 377,182	460,800	444,900
Maintenance and Operations	180,180	220,000	260,000
Applied Revenues	(579,901)	(600,100)	(580,100)
Activity Total	\$ (22,538)	80,700	124,800



**Traffic Signal Mtc - Contract Cities (5420)**  
**(NEW ORG CODE:10433502)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111E	510010	PW Adm - Regular Salaries	\$ 4,064	\$ 4,100	\$ 4,100	\$ -	\$ 4,100
111F	510010	PW Mtc - Regular Salaries	98,232	118,700	124,000	5,300	124,500
114F	510040	PW Mtc - OT Pay	45,266	50,000	58,000	8,000	50,000
114T	510050	PW Mtc - PT OT Pay	6,334	7,000	6,800	(200)	7,000
115S	510020	PW Adm - PT Salaries	1,062	1,400	400	(1,000)	1,300
115T	510020	PW Mtc - PT Salaries	18,660	18,100	25,500	7,400	17,500
116F	510060	PW Mtc - Standby Pay	-	400	-	(400)	-
118F	511010	PW Mtc - Lump Sum Payment	-	800	800	-	-
119E	512310	PW Adm - Applied Benefits	7,447	7,400	7,400	-	7,600
119F	512310	PW Mtc - Applied Benefits	190,858	214,100	227,500	13,400	228,600
119S	512310	PW Adm - PT Applied Benefits	263	300	100	(200)	300
119T	512310	PW Mtc - PT Applied Benefits	4,996	4,400	6,200	1,800	4,000
		Total Salaries and Benefits	377,182	426,700	460,800	34,100	444,900
2200	521000	Supplies	121,995	200,000	180,000	(20,000)	200,000
4250	540020	Training	974	-	-	-	-
4400	542050	Contractual Services	37,211	40,000	20,000	(20,000)	40,000
9300	592000	Equipment Usage	20,000	20,000	20,000	-	20,000
		Total Maintenance and Operations	180,180	260,000	220,000	(40,000)	260,000
BH00	470090	Miscellaneous Fees	-	(100)	(100)	-	(100)
EZ00	441000	Other City Participation	(579,901)	(600,000)	(600,000)	-	(580,000)
		Total Applied Revenues	(579,901)	(600,100)	(600,100)	-	(580,100)
		- Activity Total -	\$ (22,539)	\$ 86,600	\$ 80,700	\$ (5,900)	\$ 124,800

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Additional detail on following page(s)

**Traffic Signal Mtc - Contract Cities (5420) - Account Number Detail**

	Mid-Year	Final	
<b><u>Acct #2200</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Misc Supplies	\$ 5,000	\$ 5,000	\$ 5,000
Poles	25,000	20,000	25,000
Radar Feedback Signs	20,000	20,000	20,000
Lamps, Heads, Filters, Etc.	85,000	75,000	85,000
Uniforms	3,000	3,000	3,000
Knockdowns	<u>62,000</u>	<u>57,000</u>	<u>62,000</u>
	\$ 200,000	\$ 180,000	\$ 200,000

	Mid-Year	Final	
<b><u>Acct #4400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Misc Services	\$ 3,200	\$ 3,200	\$ 3,200
Pole Replacement	20,000	-	20,000
Crane Service	8,400	8,400	8,400
Loop Replacement	<u>8,400</u>	<u>8,400</u>	<u>8,400</u>
	\$ 40,000	\$ 20,000	\$ 40,000

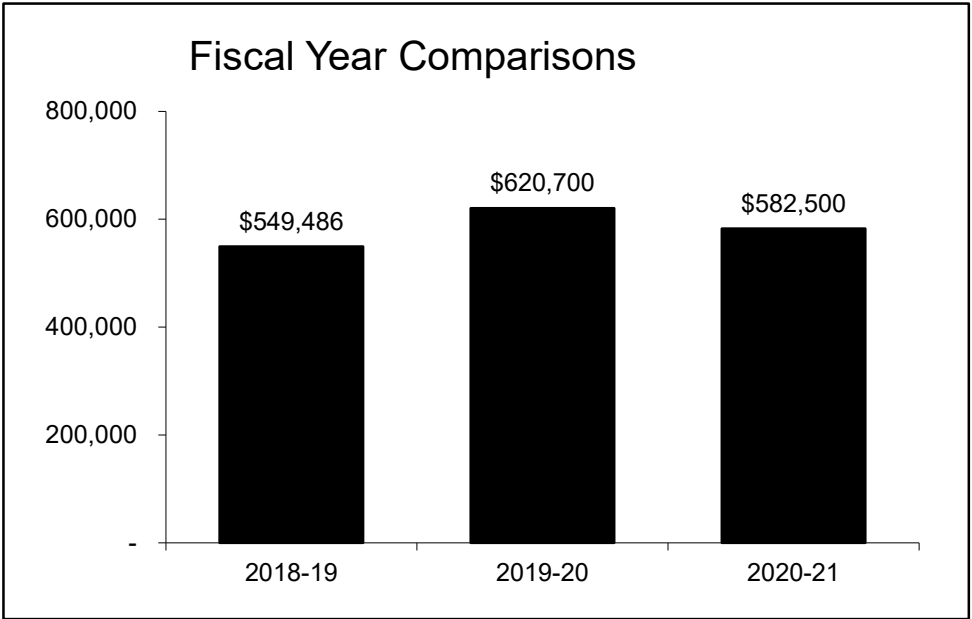
# Street Lighting Maintenance (5500)



The Street Lighting Maintenance activity provides for the maintenance and costs of street lights, including replacement, relocation, and new installations, within the City of Santa Fe Springs.



Activity Summary			
		Final	Manager
	Actual	Est.	Recommended
	FY 2018-19	FY 2019-20	FY 2020-21
Salaries and Benefits	\$ 226,134	266,100	232,000
Maintenance and Operations	517,353	555,600	546,500
Applied Revenues	(194,000)	(201,000)	(196,000)
Activity Total	\$ 549,486	620,700	582,500





**Street Lighting Maintenance (5500)**  
**(NEW ORG CODE:10433503)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111E	510010	PW Adm - Regular Salaries	\$ 13,764	\$ 15,100	\$ 15,000	\$ (100)	\$ 15,500
111F	510010	PW Mtc - Regular Salaries	44,236	47,500	62,500	15,000	49,800
114F	510040	PW Mtc - OT Pay	27,703	20,000	29,500	9,500	28,000
114T	510050	PW Mtc - PT OT Pay	4,013	2,000	3,000	1,000	-
115S	510020	PW Adm - PT Salaries	1,070	1,400	700	(700)	1,300
115T	510020	PW Mtc - PT Salaries	16,322	15,500	12,500	(3,000)	15,000
118E	511010	PW Adm - Lump Sum Payment	-	100	-	(100)	-
118F	511010	PW Mtc - Lump Sum Payment	-	300	400	100	-
119E	512310	PW Adm - Applied Benefits	25,564	26,200	25,600	(600)	27,200
119F	512310	PW Mtc - Applied Benefits	88,832	85,600	113,600	28,000	91,500
119S	512310	PW Adm - PT Applied Benefits	268	300	200	(100)	300
119T	512310	PW Mtc - PT Applied Benefits	4,362	3,700	3,100	(600)	3,400
		Total Salaries and Benefits	226,134	217,700	266,100	48,400	232,000
2200	521000	Supplies	56,642	32,000	41,000	9,000	45,000
3100	531000	Electricity	362,136	330,000	338,000	8,000	347,000
4100	542010	Advertising	-	1,500	1,500	-	1,500
4400	542050	Contractual Services	11,773	25,000	35,000	10,000	30,000
9100	591000	Overhead	79,802	108,900	133,100	24,200	116,000
9300	592000	Equipment Usage	7,000	7,000	7,000	-	7,000
		Total Maintenance and Operations	517,353	504,400	555,600	51,200	546,500
BR00	470030	Damage to City Property	(18,000)	(20,000)	(25,000)	(5,000)	(20,000)
HE00	810000	Trans from St Light MTC Fund	(176,000)	(176,000)	(176,000)	-	(176,000)
		Total Applied Revenues	(194,000)	(196,000)	(201,000)	(5,000)	(196,000)
		- Activity Total -	\$ 549,487	\$ 526,100	\$ 620,700	\$ 94,600	\$ 582,500

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Additional detail on following page(s)

**Street Lighting Maintenance (5500) - Account Number Detail**

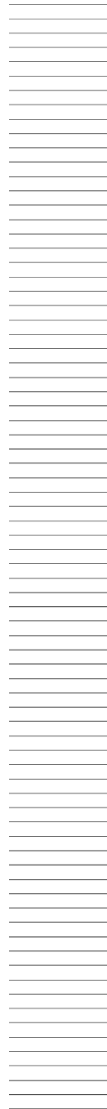
	Mid-Year	Final	
<b><u>Acct #2200</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Poles, Conduit, Lamps, Wires	\$ 11,000	\$ 15,000	\$ 15,000
Luminaries, Photocells	6,000	8,000	10,000
Misc Supplies	3,000	3,000	4,000
Knockdowns	11,000	14,000	15,000
Uniforms	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>
	\$ 32,000	\$ 41,000	\$ 45,000

	Mid-Year	Final	
<b><u>Acct #4400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Professional Services-Lighting Assessment	\$ 7,500	\$ 7,500	\$ 5,500
Crane	6,000	11,000	11,000
Boring	10,000	15,000	12,000
Misc Supplies	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>
	\$ 25,000	\$ 35,000	\$ 30,000

# Building & Grounds Maintenance Summary



The Building and Grounds Maintenance activity provides for janitorial services, utilities, repairs, landscape maintenance, and facility maintenance of the City facilities.

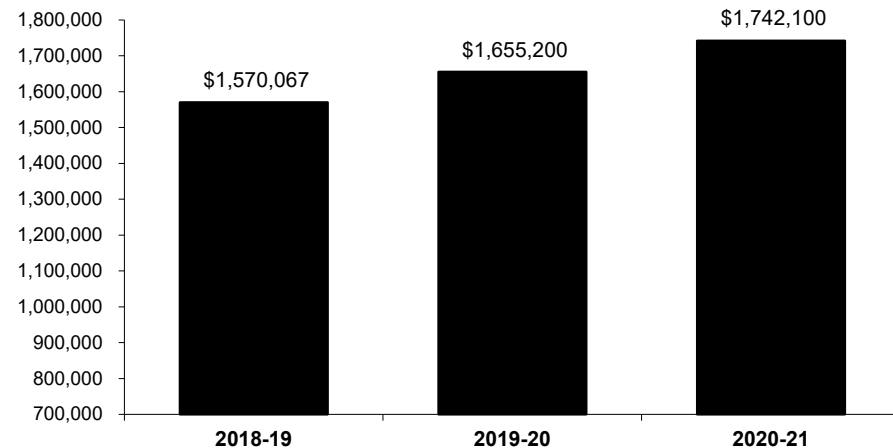


## Activity Summary



		Final	Manager
	Actual	Est.	Recommended
	FY 2018-19	FY 2019-20	FY 2020-21
Salaries and Benefits	\$ 469,219	529,500	548,600
Maintenance and Operations	1,101,248	1,125,700	1,193,500
Applied Revenues	(400)	-	-
Activity Total	\$ 1,570,067	1,655,200	1,742,100

## Fiscal Year Comparisons



## BUILDING & GROUNDS MAINTENANCE SUMMARY

### Activity Detail

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Manager Recommended FY 2020-21
111F	510010	PW Mtc - Regular Salaries	\$ 143,480	\$ 157,600	\$ 158,400	\$ 157,800
114F	510040	PW Mtc - OT Pay	19,074	23,800	26,000	25,000
114T	510050	PW Mtc - PT OT Pay	1,233	900	2,000	2,800
115T	510020	PW Mtc - PT Salaries	10,529	40,100	11,700	41,200
118F	511010	PW Mtc - Lump Sum Payment	-	1,100	1,200	-
119F	512310	PW Mtc - Applied Benefits	293,437	325,000	328,900	312,400
119T	512310	PW Mtc - PT Applied Benefits	1,466	7,600	1,300	9,400
		Total Salaries and Benefits	469,219	556,100	529,500	548,600
2200	521000	Supplies	118,723	169,000	119,600	163,400
3100	531000	Electricity	282,177	319,400	257,500	272,600
3200	532000	Natural Gas	18,137	40,900	26,000	16,800
3300	533000	Water	60,459	66,100	62,400	70,400
3400	534000	Telephone	2,990	2,900	2,600	2,800
4400	542050	Contractual Services	594,562	612,100	633,400	643,300
9300	592000	Equipment Usage	24,200	24,200	24,200	24,200
		Total Maintenance and Operations	1,101,248	1,234,600	1,125,700	1,193,500
BH00	470090	Miscellaneous Fees	(400)	-	-	-
		Total Applied Revenues	(400)	-	-	-
		- Activity Total -	<u>\$ 1,570,067</u>	<u>\$ 1,790,700</u>	<u>\$ 1,655,200</u>	<u>\$ 1,742,100</u>

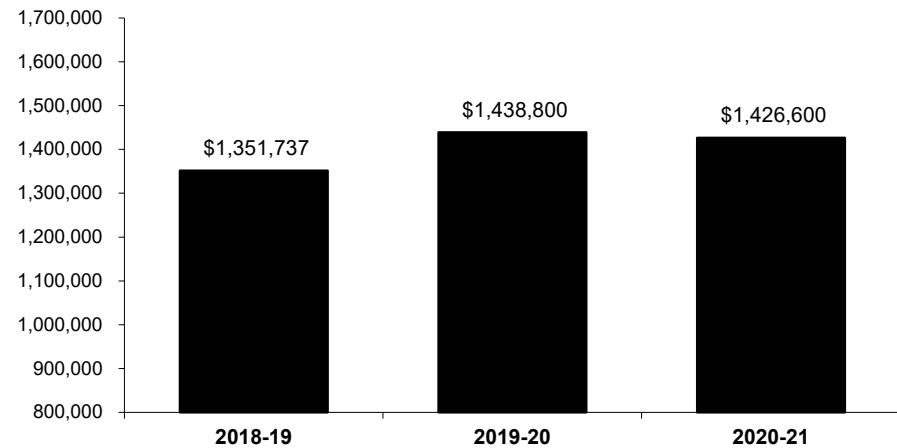
# Park Maintenance Summary

The Park Maintenance activity provides for janitorial services, tree trimming, utilities, repairs, landscape maintenance and facility maintenance of the City parks.

## Activity Summary

		Final	Manager
	Actual	Est.	Recommended
	FY 2018-19	FY 2019-20	FY 2020-21
Salaries and Benefits	\$ 436,942	493,100	520,100
Maintenance and Operations	1,275,668	1,377,800	1,372,600
Applied Revenues	(360,873)	(432,100)	(466,100)
Activity Total	\$ 1,351,737	1,438,800	1,426,600

## Fiscal Year Comparisons



## PARK MAINTENANCE SUMMARY

### Activity Detail

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Manager Recommended FY 2020-21
111F	510010	PW Mtc - Regular Salaries	\$ 127,665	\$ 149,500	\$ 144,400	\$ 150,200
114F	510040	PW Mtc - OT Pay	24,125	23,700	14,900	23,500
114T	510050	PW Mtc - PT OT Pay	4,127	5,600	6,600	6,200
115T	510020	PW Mtc - PT Salaries	16,065	46,200	25,100	40,600
118F	511010	PW Mtc - Lump Sum Payment	-	1,000	1,000	-
119F	512310	PW Mtc - Applied Benefits	261,273	296,500	294,700	290,400
119T	512310	PW Mtc - PT Applied Benefits	3,687	9,300	6,400	9,200
		Total Salaries and Benefits	436,942	531,800	493,100	520,100
2200	521000	Supplies	91,838	102,000	112,700	115,400
3100	531000	Electricity	108,906	118,800	116,800	118,800
3200	532000	Natural Gas	2,602	2,600	3,500	3,600
3300	533000	Water	311,354	398,500	378,200	382,100
4400	542050	Contractual Services	717,419	671,700	725,400	711,500
4900	544020	Intergovernmental Charges	4,349	500	2,000	2,000
9300	592000	Equipment Usage	39,200	39,200	39,200	39,200
		Total Maintenance and Operations	1,275,668	1,333,300	1,377,800	1,372,600
BR00	470030	Damage to City Property	-	(1,000)	-	-
CB00	470035	Property Owner Contributions	(139,162)	(151,800)	(151,800)	(176,000)
EG00	441000	City of Norwalk Participation	(127,711)	(158,800)	(146,700)	(160,800)
EI00	440001	School District Participation	(39,000)	(39,000)	(39,000)	(39,000)
HL00	810000	Transfer from Art in Public Places	(55,000)	(81,600)	(94,600)	(90,300)
		Total Applied Revenues	(360,873)	(432,200)	(432,100)	(466,100)
		- Activity Total -	<u>\$ 1,351,737</u>	<u>\$ 1,432,900</u>	<u>\$ 1,438,800</u>	<u>\$ 1,426,600</u>

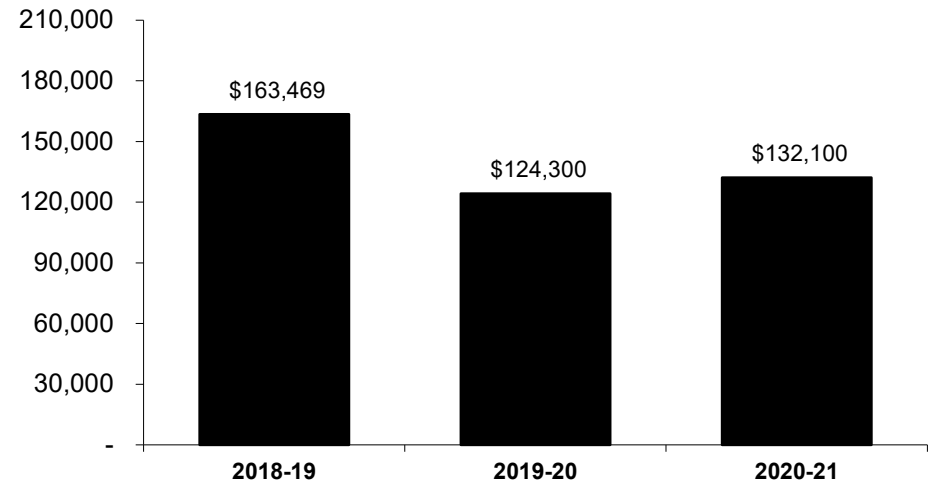
# Park Maintenance - Ball Fields (6130)

The Park Maintenance-Ball Fields Program is responsible for maintaining and prepping the fields located at Jersey Athletic Fields, Lake Center Athletic Park, Los Nietos Park, and Little Lake Park for softball, little leagues, and soccer programs. The preparation includes dragging, chalking, leveling, and watering the fields to maintain a safe and competitive playing field.

## Activity Summary

		Actual	Final	Manager
		FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$	98,591	92,700	97,100
Maintenance and Operations		66,038	65,600	69,000
Applied Revenues		(1,160)	(34,000)	(34,000)
Activity Total	\$	<u>163,468</u>	<u>124,300</u>	<u>132,100</u>

## Fiscal Year Comparisons



## Park Maintenance - Ball Fields (6130)

(NEW ORG CODE:10432509)

### Activity Detail

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111F	510010	PW Mtc - Regular Salaries	\$ 408	\$ 6,200	\$ -	\$ (6,200)	\$ 6,400
114F	510040	PW Mtc - OT Pay	1,836	1,000	600	(400)	1,000
114T	510050	PW Mtc - PT OT Pay	5,069	2,500	7,600	5,100	7,000
115T	510020	PW Mtc - PT Salaries	76,870	59,400	69,000	9,600	62,100
119F	512310	PW Mtc - Applied Benefits	789	11,300	-	(11,300)	11,900
119T	512310	PW Mtc - PT Applied Benefits	13,619	8,100	15,500	7,400	8,700
		Total Salaries and Benefits	98,591	88,500	92,700	4,200	97,100
2200	521000	Supplies	22,096	25,000	21,600	(3,400)	25,000
4400	542050	Contractual Services	23,942	24,000	24,000	-	24,000
9300	592000	Equipment Usage	20,000	20,000	20,000	-	20,000
		Total Maintenance and Operations	66,038	69,000	65,600	(3,400)	69,000
BH00	470090	Miscellaneous Fees/Cell Tower	(1,160)	(34,000)	(34,000)	-	(34,000)
		Total Applied Revenues	(1,160)	(34,000)	(34,000)	-	(34,000)
		<b>- Activity Total -</b>	<b>\$ 163,469</b>	<b>\$ 123,500</b>	<b>\$ 124,300</b>	<b>\$ 800</b>	<b>\$ 132,100</b>

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\*

\* Additional detail on following page(s)



**Park Maintenance - Ball Fields (6130) - Account Number Detail**

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #2200</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Supplies and Concrete Replacement	\$ 10,000	\$ 10,000	\$ 10,000
Extraordinary Maintenance	<u>15,000</u>	<u>11,600</u>	<u>15,000</u>
	\$ 25,000	\$ 21,600	\$ 25,000

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #4400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Lazor Leveling of Infields	\$ 20,000	\$ 20,000	\$ 20,000
Designated Field/Park Projects	<u>4,000</u>	<u>4,000</u>	<u>4,000</u>
	\$ 24,000	\$ 24,000	\$ 24,000

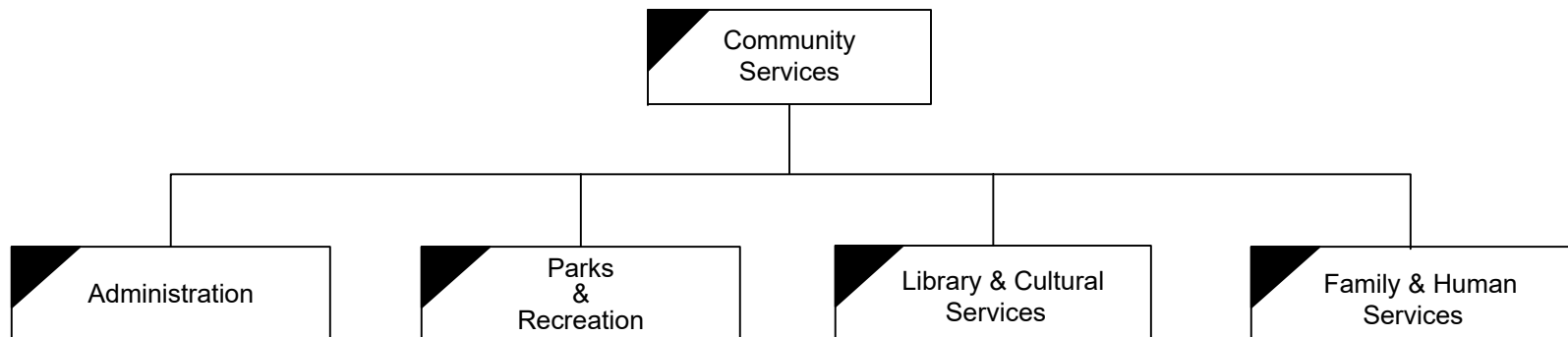


# COMMUNITY SERVICES



The Department of Community Services is comprised of four multidisciplinary and integrated divisions, which include the Divisions of Family & Human Services, Library & Cultural Services, Parks & Recreation Services and Administration. In a collaborative and interdependent approach, the Department of Community Services provides a wide array of program offerings and services to Santa Fe Springs residents. Its mission is to continually assess the educational, cultural, health and wellness, and social needs of the community and design Library, Recreation, and Social Services Programs to meet these needs; provide these services in a professional, courteous, and ethical manner; strive to meet the needs of the physically and mentally-challenged individuals and their families; promote the value of the ethnic and cultural diversity of the community; foster volunteerism; and join other departments to carry forth the City's mission.

Below is a chart showing the department's divisions. More detailed information is available on the following pages:

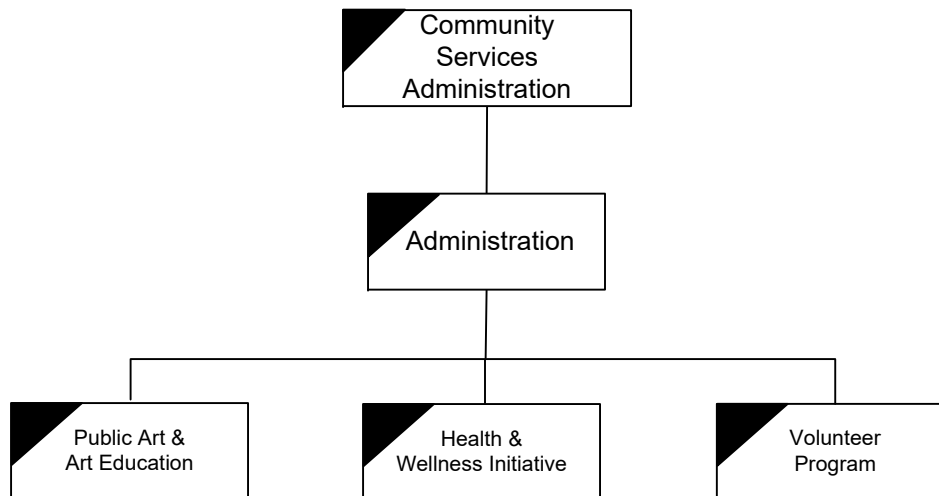


# COMMUNITY SERVICES ADMINISTRATION



The Administration Division of the Department of Community Services provides guidance and leadership to a multidisciplinary team composed of three divisions to address community needs, conduct community problem solving and implement City Council goals and priorities relating to leisure, social, cultural and library services to the community. It also provides general administrative support to the overall Department of Community Services through centralized coordination of the operational budget, capital improvement projects, event planning, marketing and social media, as well as overall professional development. In particular, the community services administration directly manages the public art and art education program, the health and wellness initiative, and the volunteer program.

Below is a chart showing the division's activities. More detailed information is available on the following pages:



# Community Services



## FY 2019-20 Final Estimates & FY 2020-21 Proposed Budget

### Department Summary

Activity Name	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Council Approved FY 2020-21
Administration	\$ 640,169	\$ 759,000	\$ 733,600	\$ 791,000
Parks and Recreation Services	2,006,504	2,134,700	2,235,100	2,262,400
Library & Cultural Services	1,649,561	1,906,800	1,861,600	1,949,900
Family & Human Services	<u>1,197,113</u>	<u>1,478,000</u>	<u>1,584,900</u>	<u>1,576,900</u>
Department Totals	<u>\$ 5,493,347</u>	<u>\$ 6,278,500</u>	<u>\$ 6,415,200</u>	<u>\$ 6,580,200</u>

# Community Services Administration



## FY 2019-20 Final Estimates & FY 2020-21 Proposed Budget

### Division Summary

Activity		Actual	Mid-Year	Final	Council
		FY 2018-19	Budget FY 2019-20	Estimate FY 2019-20	Approved FY 2020-21
Number	Name				
6340	Community Services Administration	\$ 353,517	\$ 404,800	\$ 404,800	\$ 426,400
6350	Public Art & Art Education Program	-	-	-	-
6355	Health & Wellness Initiative	212,498	253,700	234,200	261,000
6360	Volunteer Program	74,154	100,500	94,600	103,600
Division Totals		\$ 640,169	\$ 759,000	\$ 733,600	\$ 791,000

# Community Services Administration



Revised FY 2019-20 & FY 2020-21 Position Summary					
Full-Time Positions	FY 2019-20	Revised FY 2019-20	Change + or (-)	FY 2020-21	Change + or (-)
Director of Community Services	1	1	-	1	-
Management Analyst II	1	1	-	1	-
Program Assistant	1	1	-	1	-
Administrative Assistant II	1	1	-	1	-
Total Number of Full-Time Positions	4	4	-	4	-

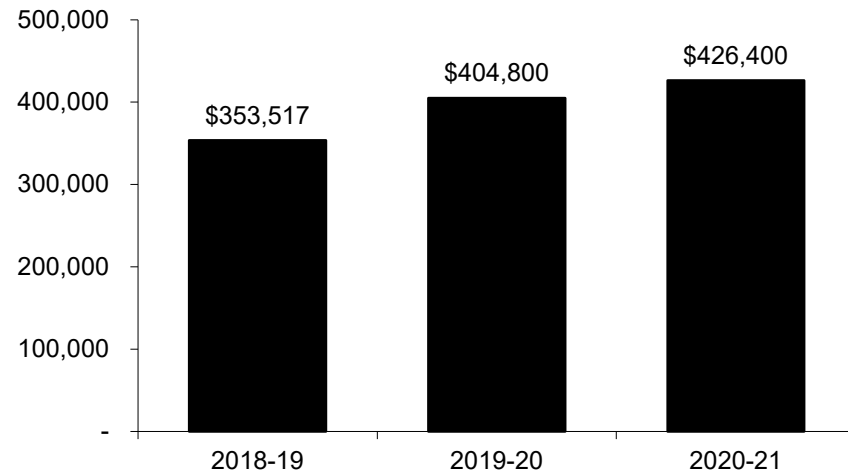
# Community Services Administration (6340)

The Administrative Division of the Department of Community Services provides guidance and leadership to a multidisciplinary team composed of three divisions to address the needs, conduct community problem solving, and implement City Council goals and priorities relating to leisure, social, cultural, and library services to the community. It also provides general administration support to the overall Department of Community Services through centralized coordination of the operational budget, capital improvement projects, publicity and promotions, as well as overall professional development. In particular, the Community Services Administration directly manages the Public Art & Art Education program, the Health & Wellness Initiative, and the Volunteer program.

## Activity Summary

		Actual	Final	Manager
		FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$	346,254	388,800	407,000
Maintenance and Operations		7,263	16,000	19,400
Applied Revenues		-	-	-
Activity Total	\$	<u>353,517</u>	<u>404,800</u>	<u>426,400</u>

## Fiscal Year Comparisons





**Community Services Administration (6340)**  
**(NEW ORG CODE:10105199)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111G	510010	CS Adm - Regular Salaries	137,802	\$ 159,200	\$ 159,200	\$ -	\$ 163,400
114F	510040	PW Mtc - OT Pay	831	-	-	-	-
114T	510040	PW Mtc - PT OT Pay	167	-	-	-	-
118G	511010	CS Adm - Lump Sum Payment	-	900	900	-	-
119G	512310	CS Adm - Applied Benefits	207,454	228,700	228,700	-	243,600
		Total Salaries and Benefits	346,254	\$ 388,800	\$ 388,800	\$ -	\$ 407,000
2200	521000	Supplies	4,457	10,000	10,000	-	10,000
3400	534000	Telephone	741	1,900	1,900	-	2,400
4210	540030	Travel and Meetings	97	600	600	-	1,000
4220	540010	Memberships	944	1,500	1,500	-	3,000
4250	540020	Training	-	1,000	1,000	-	2,000
4400	542050	Contractual Services	1,024	1,000	1,000	-	1,000
		Total Maintenance and Operations	7,263	16,000	16,000	-	19,400
		- Activity Total -	353,517	\$ 404,800	\$ 404,800	\$ -	\$ 426,400

\* Additional detail on following page(s)

**Community Services Administration (6340)**

	Mid-Year	Final	
<b><u>Acct #2200</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Computer Supplies	\$ 3,000	\$ 3,000	\$ 4,000
Staff Uniforms (tops & bottoms)	7,000	7,000	6,000
	\$ 10,000	\$ 10,000	\$ 10,000

	Mid-Year	Final	
<b><u>Acct #4400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Ongoing Maintenance of Defibrillators	\$ 1,000	\$ 1,000	\$ 1,000
	\$ 1,000	\$ 1,000	\$ 1,000

# Public Art & Art Education Program (6350)



The Public Art and Art Education Program is a very specialized component of the Department of Community Services. The Public Art and Art Education Program offers Art Education Grants, fosters and commissions art for the enrichment of Santa Fe Springs, SFS Art Fest and soon to offer an Art walk. The conceptual development and coordination of construction, installation, and dedication of new art pieces is a primary function of the City's Heritage Arts Advisory Committee, which is supported through this Program. It also provides recommendations to City Council for various art installations.

For many years, the Heritage Arts Advisory Committee has provided art grants to local schools as a way of enriching students' lives through art. Clearly, the Heritage Arts Advisory Committee and the City of Santa Fe Springs needed to find a way to place more arts education opportunities and creative cultural experiences within the reach of children and their families. The Heritage Arts Advisory Committee wanted to provide a forum for emerging community artists (many still in high school) to showcase and sell their works alongside established artists. In addition, HAAC wanted to find a way to encourage local businesses to become more involved in providing support for the arts and local educational grants and, as a result, SFS Art Fest was established.

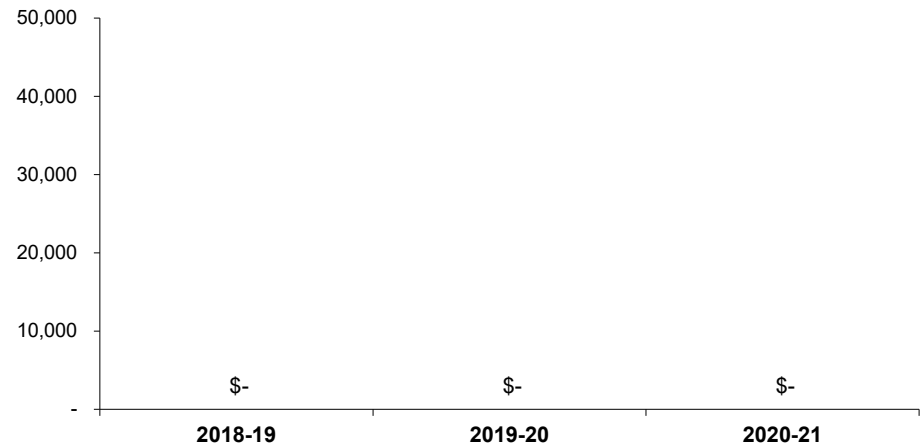
The Mission of the Santa Fe Springs Art Fest is to promote and encourage art participation and appreciation. It enriches the cultural life of our City by hosting a local-artists exhibition of all arts which provides a forum for the youth and emerging artists of our community by way of showcasing their works alongside established artists.



## Activity Summary

		Final	Manager
	Actual	Est	Recommended
	FY 2018-19	FY 2019-20	FY 2020-21
Salaries and Benefits	\$ 203,415	212,900	247,600
Maintenance and Operations	162,868	88,100	228,500
Applied Revenues	(366,283)	(301,000)	(476,100)
Activity Total	\$ -	-	-

## Fiscal Year Comparisons



**Public Art & Art Education Program (6350)**  
**(NEW ORG CODE:10511001)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111F	510010	PW Mtc - Regular Salaries	\$ 1,761	\$ -	\$ -		\$ -
111G	510010	CS Adm - Regular Salaries	22,159	22,200	22,200	-	22,600
111H	510010	CS Rec - Regular Salaries	13,194	8,100	8,100	-	8,300
111I	510010	CS Lib - Regular Salaries	4,105	5,000	5,000	-	5,000
111J	510010	CS Fam - Regular Salaries	26,352	38,300	38,300	-	40,200
114C	510040	PS - OT Pay	-	3,000	-	(3,000)	3,000
114F	510040	PW Mtc - OT Pay	1,423	5,000	-	(5,000)	5,000
114G	510040	CS Adm - OT Pay	3,206	-	-	-	-
114H	510040	CS Rec - OT Pay	-	5,000	-	(5,000)	5,000
114J	510040	CS Fam - OT Pay	557	5,000	-	(5,000)	5,000
114T	510040	PW Mtc - PT OT Pay	953	1,500	-	(1,500)	1,500
114U	510050	CS Rec - PT OT Pay	-	1,000	-	(1,000)	1,000
114V	510050	CS Lib - PT OT Pay	-	1,000	-	(1,000)	1,000
114W	510050	CS Fam - PT OT Pay	844	1,000	-	(1,000)	1,000
115T	510020	PW Mtc - PT Salaries	13	1,100	1,100	-	1,200
115U	510020	CS Rec - PT Salaries	5,737	8,700	8,700	-	9,400
115V	510020	CS Lib - PT Salaries	1,145	1,300	1,300	-	1,400
115W	510020	CS Fam - PT Salaries	4,378	4,700	4,700	-	5,100
118G	511010	CS Adm - Lump Sum Payment	-	100	100	-	-
118H	510010	CS Rec - Lump Sum Payment	-	100	100	-	-
118J	510010	CS Fam - Lump Sum Payment	-	100	100	-	-
119F	512310	PW Mtc - Applied Benefits	3,651	-	-	-	-
119G	512310	CS Adm - Applied Benefits	35,546	34,200	34,200	-	35,100
119H	512310	CS Rec - Applied Benefits	26,682	13,100	13,100	-	14,300
119I	512310	CS Lib - Applied Benefits	8,053	8,900	8,900	-	9,200
119J	512310	CS Fam - Applied Benefits	42,356	65,600	65,600	-	71,700
119T	512310	PW Mtc - PT Applied Benefits	100	100	100	-	100
119U	512310	CS Rec - PT Applied Benefits	700	800	800	-	900
119V	512310	CS Lib - PT Applied Benefits	100	100	100	-	100
119W	512310	CS Fam - PT Applied Benefits	400	400	400	-	500
		Total Salaries and Benefits	203,415	235,400	212,900	(22,500)	247,600
2200	521000	Supplies	21,634	33,700	2,300	(31,400)	33,700
4210	540030	Travel and Meetings	480	1,000	-	(1,000)	1,000
4220	540010	Memberships	110	300	300	-	300
4400	542050	Contractual Services	106,597	150,500	44,500	(106,000)	143,500
6100	593000	Contributions/Art Education Grants	34,047	50,000	41,000	(9,000)	50,000
		Total Maintenance and Operations	162,868	235,500	88,100	(147,400)	228,500

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Additional detail on following page(s)

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**Public Art & Art Education Program (6350) - Continued**  
**(NEW ORG CODE:10511001)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
BH00	470090	Miscellaneous Fees	-	-	-	-	-
BL00	425100	Participant Fees	(18,679)	(9,000)	-	9,000	(9,000)
CE00	430100	Contributions	(7,898)	(15,000)	-	15,000	(15,000)
CF00	430200	Contributions - Associations	-	-	-	-	-
HL00	810000	Transfer from Art in Public Places	<u>(339,706)</u>	<u>(446,900)</u>	<u>(301,000)</u>	<u>145,900</u>	<u>(452,100)</u>
		Total Applied Revenues	(366,283)	(470,900)	(301,000)	169,900	(476,100)
		<b>- Activity Total -</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

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Additional detail on following page(s)

**Public Art & Art Education Program (6350) - Account Number Detail**

<b><u>Acct #2200</u></b>	<b>Mid-Year <u>FY 2019-20</u></b>	<b>Final <u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Plaques/Basses	\$ 1,600	\$ 1,600	\$ 1,600
Dedications	5,200	-	5,200
Santa Fe Springs Art Fest	22,000	200	22,000
Art Walk	2,000	100	2,000
Art Education Grant Materials	400	400	400
Artfest Collectors Night	1,200	-	1,200
Stationery/Art Manuals	1,300	-	1,300
	<u>\$ 33,700</u>	<u>\$ 2,300</u>	<u>\$ 33,700</u>

<b><u>Acct #4210</u></b>	<b>Mid-Year <u>FY 2019-20</u></b>	<b>Final <u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Conference Meetings (American for the Arts)	\$ 1,000	\$ -	\$ 1,000
	<u>\$ 1,000</u>	<u>\$ -</u>	<u>\$ 1,000</u>

<b><u>Acct #4220</u></b>	<b>Mid-Year <u>FY 2019-20</u></b>	<b>Final <u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Americans for the Arts (Exec Secretary mbrshp)	\$ 300	\$ 300	\$ 300
	<u>\$ 300</u>	<u>\$ 300</u>	<u>\$ 300</u>

<b><u>Acct #4400</u></b>	<b>Mid-Year <u>FY 2019-20</u></b>	<b>Final <u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Dedications	\$ 6,000	\$ -	\$ 6,000
Duplication	1,000	-	1,000
Conservation of Artwork	53,000	6,000	53,000
Consulting	50,000	37,500	50,000
Proposed HAPP Website	7,000	-	-
Art Walk	1,000	500	1,000
Artfest Collectors Night	1,300	-	1,300
Santa Fe Springs Art Fest	30,000	-	30,000
Annual Luncheon	1,200	500	1,200
	<u>\$ 150,500</u>	<u>\$ 44,500</u>	<u>\$ 143,500</u>

# Health & Wellness Initiative (6355)

The purpose of the Health & Wellness Initiative is to educate and empower the Santa Fe Springs community to improve and maintain overall health & well-being, to make the healthy choice the easy choice and to advocate for a healthy community culture. The Initiative mobilizes organizational change in the Community Services Department to develop and implement comprehensive strategies with a multi-disciplinary approach to address the fast-growing epidemic of obesity in adult and youth populations. It supports healthy lifestyles and includes opportunities for increased education, physical activity, reduced sedentary behavioral patterns, and better healthy choices surrounding access to food consumption.

Through partnering and engaging with existing local, regional, and State efforts, the initiative is applied to the core operations within the three Divisions in the Community Services Department, as well as community-wide efforts. Some of the strategies include a Health & Wellness Resource Fair and Fun Run, a wellness audio library collection, health & wellness classes/workshops, a Healthy Family Fun Night, and an Art Walk.

We have built strong collaborations with the local school districts and community agencies, including PIH Health, AltaMed, CareMore, Partners in Care, and CVS y Mas.

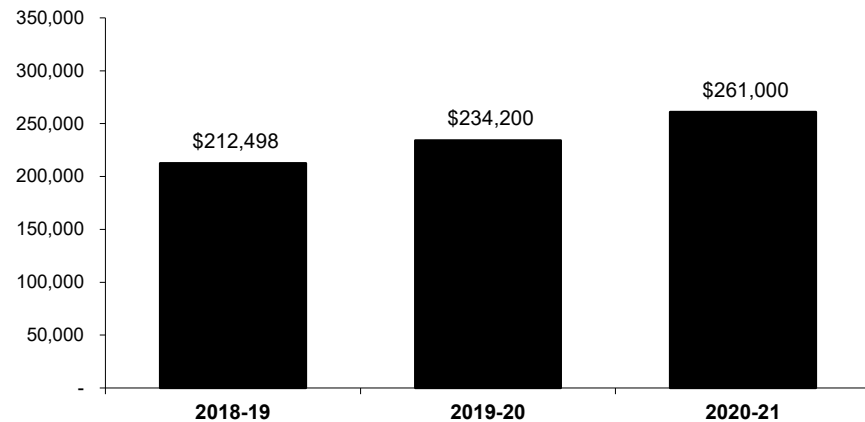
The City is also a HEAL (Healthy Eating Active Living) City and is eligible to receive technical support from the Heal Cities Campaign to develop and implement more health-related policies.

Additionally, the City of Santa Fe Springs was the first local City to implement healthy vending machines throughout the City for employees and the community. Lastly, the City also offers a Community Garden for patrons. The Community Garden encourages healthy lifestyles throughout the year. Expenditures for the garden are charged to the PRS budget.

## Activity Summary

	Actual	Final	Manager
	FY 2018-19	Est FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$ 208,729	229,800	244,300
Maintenance and Operations	12,149	5,100	29,700
Applied Revenues	(8,380)	(700)	(13,000)
Activity Total	\$ 212,498	234,200	261,000

## Fiscal Year Comparisons



**Health & Wellness Initiative (6355)**  
**(NEW ORG CODE:10511002)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111E	510010	PW Eng - Regular Salaries	\$ 159	\$ -	\$ -	\$ -	\$ -
111G	510010	CS Adm - Regular Salaries	32,450	38,500	38,500	-	39,300
111H	510010	CS Rec - Regular Salaries	26,168	29,400	29,400	-	29,200
111I	510010	CS Lib - Regular Salaries	4,850	5,000	5,000	-	5,000
111J	510010	CS Fam - Regular Salaries	11,517	16,300	16,300	-	16,900
114F	510040	PW Mtc - OT Pay	3,846	-	-	-	-
114H	510040	CS Rec - OT Pay	-	1,000	-	(1,000)	1,000
114T	510050	PW Mtc - PT OT Pay	245	-	-	-	-
114U	510050	CS Rec - PT OT Pay	-	200	-	(200)	200
114W	510050	CS Fam - PT OT Pay	-	200	-	(200)	200
115Q	510020	PS PSO - PT Salaries	-	600	-	(600)	700
115T	510020	PW Mtc - PT Salaries	237	1,600	200	(1,400)	1,700
115U	510020	CS Rec - PT Salaries	2,043	2,200	300	(1,900)	2,400
115W	510020	CS Fam - PT Salaries	1,305	900	600	(300)	1,000
118G	511010	CS Adm - Lump Sum Payment	-	200	200	-	-
118H	511010	CS Rec - Lump Sum Payment	-	200	200	-	-
118J	511010	CS Fam - Lump Sum Payment	-	100	100	-	-
119E	512310	PW Eng - Applied Benefits	292	-	-	-	-
119G	512310	CS Adm - Applied Benefits	48,523	57,400	57,400	-	57,600
119H	512310	CS Rec - Applied Benefits	49,099	46,000	46,000	-	49,100
119I	512310	CS Lib - Applied Benefits	9,473	8,900	8,900	-	9,200
119J	512310	CS Fam - Applied Benefits	18,097	26,600	26,600	-	29,000
119Q	512310	PS PSO - PT Applied Benefits	-	100	-	(100)	100
119T	512310	PW Mtc - PT Applied Benefits	26	100	-	(100)	100
119U	512310	CS Rec - PT Applied Benefits	200	200	-	(200)	200
119V	512310	CS Lib - PT Applied Benefits	100	100	-	(100)	100
119W	512310	CS Fam - PT Applied Benefits	100	100	100	-	100
		<b>Total Salaries and Benefits</b>	<b>208,729</b>	<b>237,000.00</b>	<b>229,800</b>	<b>(7,200.00)</b>	<b>244,300</b>
2200	521000	Supplies	5,763	11,500	2,500	(9,000)	11,500
4100	542010	Marketing	-	2,000	600	(1,400)	2,000
4400	542050	Contractual Services	<u>6,386</u>	<u>16,200</u>	<u>2,000</u>	<u>(14,200)</u>	<u>16,200</u>
		<b>Total Maintenance and Operations</b>	<b>12,149</b>	<b>29,700</b>	<b>5,100</b>	<b>(24,600)</b>	<b>29,700</b>
BL00	425100	Participant Fees	(4,075)	(8,000)	-	8,000	(8,000)
CE00	430100	Contributions	<u>(4,305)</u>	<u>(5,000)</u>	<u>(700)</u>	<u>4,300</u>	<u>(5,000)</u>
		<b>Total Applied Revenues</b>	<b>(8,380)</b>	<b>(13,000)</b>	<b>(700)</b>	<b>12,300</b>	<b>(13,000)</b>
		<b>- Activity Total -</b>	<b><u>\$ 212,498</u></b>	<b><u>\$ 253,700</u></b>	<b><u>\$ 234,200</u></b>	<b><u>\$ (19,500)</u></b>	<b><u>\$ 261,000</u></b>

\* Additional detail on following page(s)



**Health & Wellness Initiative (6355) - Account Number Detail**

<b><u>Acct #2200</u></b>	<b>Mid-Year</b>	<b>Final</b>	<b><u>FY 2020-21</u></b>
	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	
Health and Wellness Resource Fair (Fun Run)	\$ 9,500	\$ 1,000	\$ 9,500
Health and Wellness Family Fun Day	1,500	1,500	1,500
Health and Wellness Educational Classes	500	-	500
	<u>\$ 11,500</u>	<u>\$ 2,500</u>	<u>\$ 11,500</u>

<b><u>Acct #4400</u></b>	<b>Mid-Year</b>	<b>Final</b>	<b><u>FY 2019-20</u></b>
	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	
Health and Wellness Resource Fair (Fun Run)	\$ 14,500	\$ 500	\$ 14,500
Health and Wellness Family Fun Day	1,500	1,500	1,500
Health and Wellness Educational Classes	200	-	200
	<u>\$ 16,200</u>	<u>\$ 2,000</u>	<u>\$ 16,200</u>

# Volunteer Program (6360)

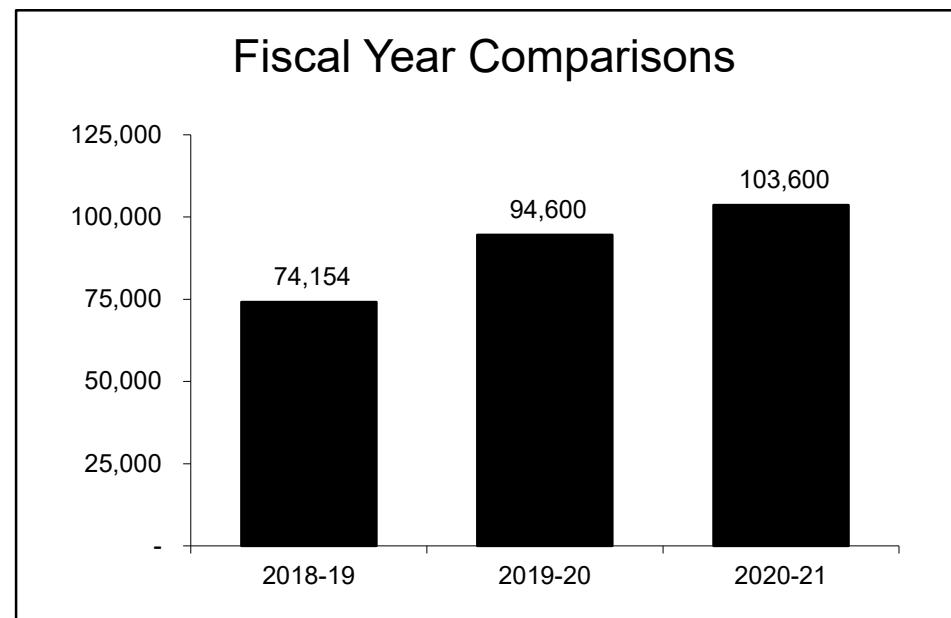


Five years ago the City of Santa Fe Springs' Community Services Department developed and implemented a volunteer program for teens and adults. We currently have over 150 active teen and adult volunteers in our City. Volunteers support events and programs such as the Haunted House, Santa Float, Thanksgiving & Christmas Basket Programs, Adult & Youth Sports, Adult & Children's Literacy, and numerous other activities, including our advisory boards and committees. Due to their outstanding work and support, the City recognizes them during National Volunteer Week and offers an annual volunteer recognition reception.

This activity is placed under Community Services Admin so that we may continue to properly plan, implement, and monitor volunteer program needs.



Activity Summary			
		Final	Manager
	Actual	Est.	Recommended
	FY 2018-19	FY 2019-20	FY 2020-21
Salaries and Benefits	\$ 69,379	92,000	95,200
Maintenance and Operations	4,785	2,600	8,400
Applied Revenues	(10)	-	-
Activity Total	\$ 74,154	94,600	103,600



**Volunteer Program (6360)**  
**(NEW ORG CODE:10511003)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111G	510010	CS Adm - Regular Salaries	\$ 14,024	\$ 18,300	\$ 18,300	\$ -	\$ 18,800
111I	510010	CS Lib - Regular Salaries	5,451	5,000	5,000	-	5,000
111J	510010	CS Fam - Regular Salaries	7,587	12,600	12,600	-	13,100
115U	510020	CS Rec - PT Salaries	63				
118G	511010	CS Adm - Lump Sum Payment	-	100	100	-	-
118J	511010	CS Fam - Lump Sum Payment	-	100	-	(100)	-
119G	512310	CS Adm - Applied Benefits	19,123	25,500	25,500	-	25,700
119I	512310	CS Lib - Applied Benefits	10,762	8,900	8,900	-	9,200
119J	512310	CS Fam - Applied Benefits	12,332	21,600	21,600	-	23,400
119U	512310	CS Rec - PT Applied Benefits	37	-	-	-	-
		Total Salaries and Benefits	69,379	92,100	92,000	(100)	95,200
2200	521000	Supplies	3,249	5,100	1,000	(4,100)	5,100
4400	542050	Contractual Services	1,536	3,300	1,600	(1,700)	3,300
		Total Maintenance and Operations	4,785	8,400	2,600	(5,800)	8,400
BL00	425100	Participant Fees	(10)	-	-	-	-
		Total Applied Revenues	(10)	-	-	-	-
		- Activity Total -	\$ 74,154	\$ 100,500	\$ 94,600	\$ (5,900)	\$ 103,600

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\* Additional detail on following page(s)

**Volunteer Program (6360)**

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #2200</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Volunteer T-Shirts	\$ 1,000	\$ 500	\$ 1,000
Volunteer Recognition (invitations, certs, incentives, décor)	2,600	500	2,600
Marketing Materials	<u>1,500</u>	<u>-</u>	<u>1,500</u>
	\$ 5,100	\$ 1,000	\$ 5,100

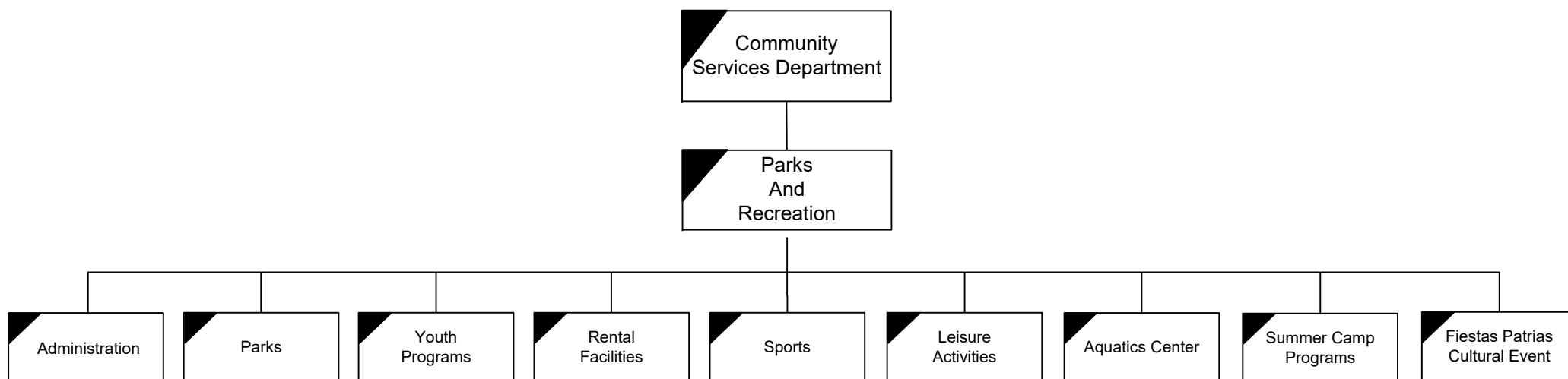
	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #4400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Volunteer Database Software	\$ 1,600	\$ 1,600	\$ 1,600
Volunteer Recognition (food, equipment)	<u>1,700</u>	<u>-</u>	<u>1,700</u>
	\$ 3,300	\$ 1,600	\$ 3,300

# PARKS AND RECREATION SERVICES



The Parks and Recreation Services Division is one of three divisions that completes the Department of Community Services. This division provides recreational activities to stimulate and create physical and emotional growth for all residents of Santa Fe Springs. This is accomplished through many programs, activities and special events, focusing on cultural enrichment, but primarily through year round programs of youth and adult sports, recreational classes, day camp programs, aquatic classes, youth programs, and Activity Center. The Parks and Recreation Division has made a commitment to provide parks to ensure that future generations will continue to have the same quality of life and opportunities available to them to satisfy their creative and competitive nature and desire for adventure.

Below is a chart showing the division's activities. More detailed information is available on the following pages:



# Parks and Recreation Services



## FY 2019-20 Final Estimates & FY 2020-21 Proposed Budget

### Division Summary

Activity		Actual	Mid-Year	Final	Council
		FY 2018-19	Budget	Estimate	Approved
Number	Name		FY 2019-20	FY 2019-20	FY 2020-21
6210	Parks & Recreation Services Administration	\$ 420,368	\$ 553,800	\$ 525,600	\$ 568,300
6215	Parks	523,668	541,900	527,300	521,600
6230	Youth Programs	183,420	182,700	178,800	197,000
6246	Rental Facilities	19,219	62,100	119,400	76,600
6261	Sports	347,266	346,300	362,800	346,500
6262	Leisure Activities	268,506	186,400	221,000	181,800
6265	Aquatics Center	139,801	130,800	135,800	178,500
6370	<b>Camps Program</b>	77,494	74,100	127,900	130,900
7120	<u>Fiestas Patrias Cultural Event (Moved from FHS)</u>	<u>26,762</u>	<u>56,600</u>	<u>36,500</u>	<u>61,200</u>
Division Totals		<u>\$ 2,006,504</u>	<u>\$ 2,134,700</u>	<u>\$ 2,235,100</u>	<u>\$ 2,262,400</u>

# Parks and Recreation Services



Revised FY 2019-20 & FY 2020-21					
Position Summary					
	FY 2019-20	Revised FY 2019-20	Change + or (-)	FY 2020-21	Change + or (-)
Administrative Assistant I	1	1	-	1	-
Community Services Specialist	2	2	-	2	-
Community Services Supervisor	2	2	-	2	-
Parks & Recreation Services Manager	1	1	-	1	-
Program Coordinator	2	2	-	2	-
Total Number of Full-Time Positions	8	8	-	8	-
<u>Part-Time Benefitted Positions</u>					
Community Services Leader II B	2	2	-	2	-
Total Number of Part-Time Benefitted Positions	2	2	-	2	-
<u>Part-Time Non-Benefitted Hours</u>					
Total Number of Hours	61,124	61,124	-	61,124	-

# Parks and Recreation Services Administration (6210)



The Administration section is responsible for the overall administration of the Parks and Recreation Services Division of the Department of Community Services. This includes trainings, staff development and professional membership opportunities for employees. The primary programs that falls under the Divisional Administration Section is Santa's Float, a two-week program that brings holiday cheer to the residential neighborhoods and community agencies, and the annual Tree Lighting event which opens the holiday season and is the first night of Santa's Float.

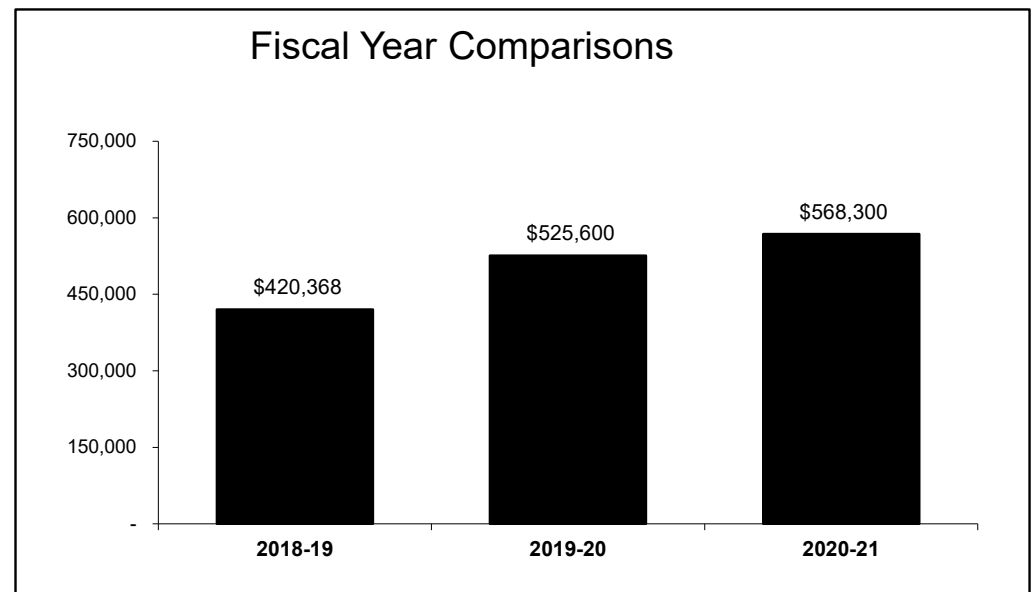
The Administration section also includes City Committees. The committees include the Parks and Recreation Advisory and Sister City Committees.

The Parks and Recreation Advisory Committee serves as an advisory body for programs, events and services run by Parks and Recreation. In addition the committee makes formal recommendations to the City Council for consideration regarding policy and projects. It is comprised of 25 members appointed by the City Council.

The Santa Fe Springs Sister City Committee's purpose is to plan and conduct projects which will foster mutual understanding and goodwill between the citizenry of Santa Fe Springs and the citizenry of any foreign city designated by the City Council as a "Sister City" of the City of Santa Fe Springs. The Committee is comprised of 25 members appointed by the City Council.



Activity Summary			
	Actual	Final	Manager
	FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$ 346,316	439,500	486,900
Maintenance and Operations	148,951	141,800	138,400
Applied Revenues	(74,899)	(55,700)	(57,000)
Activity Total	\$ 420,368	525,600	568,300





**Parks and Recreation Services Administration (6210)**  
**(NEW ORG CODE:10105499)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111F	510010	PW Mtc - Regular Salaries	\$ 55	\$ -	\$ -	\$ -	\$ -
111G	510010	CS Adm - Regular Salaries	20,500	21,300	21,300	-	21,500
111H	510010	CS Rec - Regular Salaries	63,027	99,600	81,000	(18,600)	100,900
114H	510040	CS Rec - OT Pay	528	500	500	-	500
114F	510040	PW Mtc - OT Pay	10,349	10,400	13,900	3,500	14,000
114C	510040	PS - OT Pay	27	-	-	-	-
114T	510050	PW Mtc - PT OT Pay	1,398	1,400	-	(1,400)	1,400
114U	510050	CS Rec - PT OT Pay	119	300	-	(300)	300
115U	510020	CS Rec - PT Salaries	102,901	117,800	116,500	(1,300)	123,500
115W	510020	CS Fam - PT Salaries	96	-	-	-	-
118H	511010	CS Rec - Lump Sum Payment	-	600	700	100	-
119F	512310	PW Mtc - Applied Benefits	98	-	-	-	-
119G	512310	CS Adm - Applied Benefits	30,585	35,000	35,000	-	35,100
119H	512310	CS Rec - Applied Benefits	102,886	159,600	155,100	(4,500)	173,400
119T	512310	PW Mtc - PT Applied Benefits	9	-	-	-	-
119U	512310	CS Rec - PT Applied Benefits	13,738	15,500	15,500	-	16,300
119W	512310	CS Fam - PT Applied Benefits	-	-	-	-	-
		Total Salaries and Benefits	346,316	462,000	439,500	(22,500)	486,900
2200	521000	Supplies	31,416	31,200	31,200	-	26,700
3400	534000	Telephone	28,286	27,000	26,400	(600)	27,000
4210	540030	Travel and Meetings	92	1,000	1,000	-	1,000
4220	540010	Memberships	1,065	2,700	2,100	(600)	2,700
4250	540020	Training	240	3,500	3,200	(300)	3,500
4400	542050	Contractual Services	49,952	44,500	40,000	(4,500)	39,600
9300	592000	Equipment Usage	37,900	37,900	37,900	-	37,900
		Total Maintenance and Operations	148,951	147,800	141,800	(6,000)	138,400
BL00	425100	Participant Fees/Christmas Float	(12,010)	(11,500)	(12,700)	(1,200)	(12,000)
CE00	430100	Contributions (Sponsorship)	(15,269)	(1,500)	-	1,500	-
CG00	411040	Franchise Fees	(47,620)	(43,000)	(43,000)	-	(45,000)
		Total Applied Revenues	(74,899)	(56,000)	(55,700)	300	(57,000)
		<b>- Activity Total -</b>	<b>\$ 420,368</b>	<b>\$ 553,800</b>	<b>\$ 525,600</b>	<b>\$ (28,200)</b>	<b>\$ 568,300</b>

\* Additional detail on following page(s)

**Parks and Recreation Services Administration (6210) - Account Number Detail**

<b><u>Acct #2200</u></b>	<b>Mid-Year <u>FY 2019-20</u></b>	<b>Final <u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Office Supplies	\$ 11,000	\$ 11,000	\$ 11,000
Sister City Program	1,600	1,600	1,600
Beautification Awards/Tree Lighting	4,500	4,500	-
Marketing/Promotions	1,000	1,000	1,000
Christmas Float	<u>13,100</u>	<u>13,100</u>	<u>13,100</u>
	\$ 31,200	\$ 31,200	\$ 26,700

<b><u>Acct #4400</u></b>	<b>Mid-Year <u>FY 2019-20</u></b>	<b>Final <u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Equipment Repair	\$ 1,000	\$ 1,000	\$ 1,000
Duplication	1,000	1,000	1,000
Copier Contract	5,200	5,200	5,200
Christmas Float	4,500	4,500	4,500
Christmas Tree Lighting	18,500	16,000	16,000
Sister City	1,100	1,100	1,100
Beautification/Awards/Reception	3,200	3,200	-
CPC Excursions	7,000	5,000	7,000
Staff Scheduling Software ( <b>NEW</b> )	-	-	450
Survey Software ( <b>NEW</b> )	-	-	350
Merchant's Services/Activenet	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>
	\$ 44,500	\$ 40,000	\$ 39,600

# Parks (6215)

The Parks and Recreation Services Division in the Department of Community Services provides supervision and activities for youth and adults at four neighborhood parks located throughout the city. The hours of operation for the parks changes seasonally, and coincides with the school calendar. The summer months of June, July, and August see increased use, with extended hours to accommodate the recreational needs of the community.

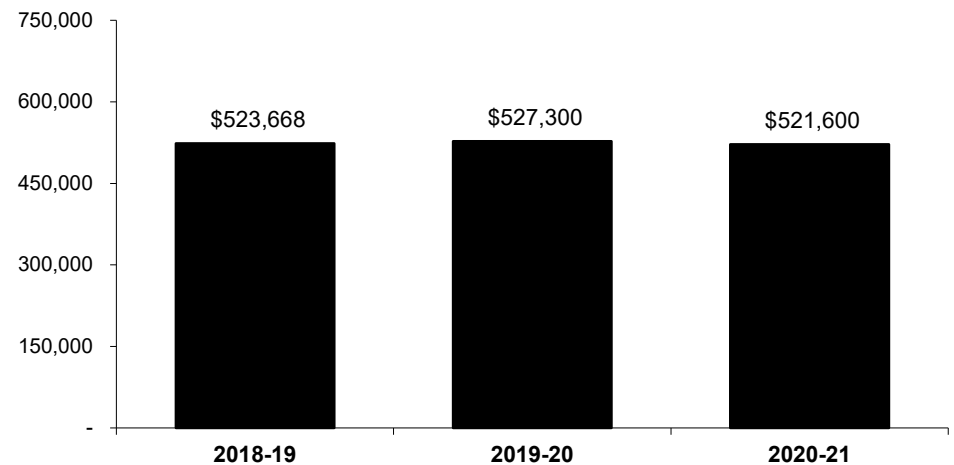
Each park schedules daily activities and one family beach excursion.

Special city-wide events are provided annually under the Parks Section. The Independence Day Celebration, which will now occur on July 3rd, at Los Nietos Park where traditional activities are provided with a spectacular fireworks display. The Halloween Haunted House at the Activity Center and Halloween Carnival at Los Nietos Park promote a safe Halloween environment. The carnival includes a judged Costume Parade, which is the highlight of the carnival. The Easter Egg Hunt, also at Los Nietos Park, occurs the Saturday before Easter. Event activities include an egg hunt, crafts, family games, cake walk and train ride. President's Day is a patriotic themed event held at Lakeview Park. This event includes a penny carnival with prizes, craft area and photo opportunities.

## Activity Summary

	Actual	Final	Manager
	FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$ 564,138	552,500	546,400
Maintenance and Operations	56,892	68,300	70,200
Applied Revenues	(97,362)	(93,500)	(95,000)
Activity Total	\$ 523,668	527,300	521,600

## Fiscal Year Comparisons



**Parks (6215)**  
**(NEW ORG CODE:10105420)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111F	510010	PW Mtc - Regular Salaries	\$ 765	\$ -	\$ -	\$ -	\$ -
111H	510010	CS Rec - Regular Salaries	89,838	86,700	64,200	(22,500)	87,900
114F	510040	PW Mtc - OT Pay	2,235	1,500	1,500	-	20,400
114H	510040	CS Rec - OT Pay	1,452	1,000	1,000	-	1,000
114T	510050	PW Mtc - PT OT Pay	99	-	-	-	-
114U	510050	CS Rec - PT OT Pay	2	-	-	-	-
115T	510020	PW Mtc - PT Salaries	254	-	-	-	-
115U	510020	CS Rec - PT Salaries	254,458	290,500	290,500	-	234,700
118H	511010	CS Rec - Lump Sum Payment	-	500	500	-	-
118U	511020	CS Rec - PT Lump Sum Payment	-	800	800	-	-
119F	512310	PW Mtc - Applied Benefits	1,387	-	-	-	-
119H	512310	CS Rec - Applied Benefits	171,358	141,600	141,600	-	153,100
119T	512310	PW Mtc - PT Applied Benefits	18	-	-	-	-
119U	512310	CS Rec - PT Applied Benefits	42,272	52,400	52,400	-	49,300
		Total Salaries and Benefits	564,138	575,000	552,500	(22,500)	546,400
2200	521000	Supplies	29,488	23,100	29,500	6,400	31,000
4400	542050	Contractual Services	26,704	35,500	35,500	-	35,900
4900	544020	Intergovernmental Charges	-	2,600	2,600	-	2,600
9300	592000	Equipment Usage	700	700	700	-	700
		Total Maintenance and Operations	56,892	61,900	68,300	6,400	70,200
BK00	425210	Facility Use Fee	(1,119)	(4,000)	(4,000)	-	(4,000)
BL00	425100	Participant Fees	(3,098)	(4,000)	(2,500)	1,500	(4,000)
CE00	430100	Contributions	(50)	-	-	-	-
CG00	411040	Franchise Fees	(63,095)	(57,000)	(57,000)	-	(57,000)
EG00	441000	City of Norwalk Participation	(30,000)	(30,000)	(30,000)	-	(30,000)
		Total Applied Revenues	(97,362)	(95,000)	(93,500)	1,500	(95,000)
		- Activity Total -	\$ 523,668	\$ 541,900	\$ 527,300	\$ (14,600)	\$ 521,600

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Additional detail on following page(s)

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**Parks (6215) - Account Number Detail**

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #2200</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Los Nietos Park	\$ 2,500	\$ 3,600	\$ 3,000
Lakeview Park	2,500	3,600	3,000
Santa Fe Springs Park	2,500	3,550	3,000
President's Day	2,000	2,000	2,000
Easter Activities	3,500	2,600	3,500
Independence Day Celebration	2,200	2,350	2,500
Office Supplies	1,400	2,550	1,500
Little Lake Park	2,500	3,550	3,000
Haunted House	-	-	5,000
Halloween Carnival	<u>4,000</u>	<u>5,700</u>	<u>4,500</u>
	\$ 23,100	\$ 29,500	\$ 31,000

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #4400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Independence Day Fireworks	\$ 22,000	\$ 22,000	\$ 22,000
Duplication	1,100	1,100	1,100
Independence Day Entertainment	6,200	6,200	6,200
Halloween Carnival	2,700	2,700	2,500
President's Day (PR0245)	-	-	600
Easter	<u>3,500</u>	<u>3,500</u>	<u>3,500</u>
	\$ 35,500	\$ 35,500	\$ 35,900

# Youth Programs (6230)

The Parks and Recreation Division provides safe and positive alternatives for middle school and high school aged youth. This is accomplished through recreational, enrichment and educational programs provided to enhance awareness of the choices and avenues available to them.

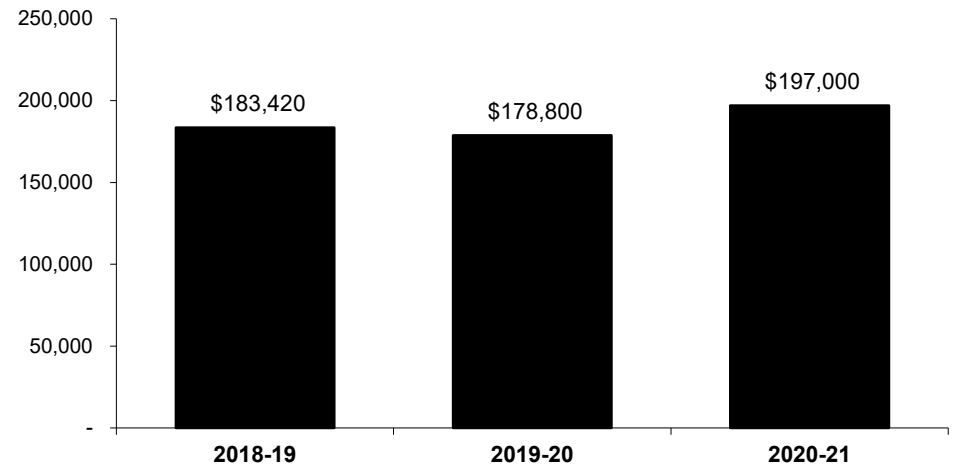
Daily youth programming is provided at "The Club" housed at Town Center Hall from 3:00pm-6:00pm. The Club is home to the free drop-in program for middle school and high school aged youth. Activities at The Club include a free lunch and snack program, activities, classes, games and tournaments. In addition the City has partnered with the Boys and Girls Club to provide the "College Bound" program which provides academic support and guidance to youth interested in higher educational opportunities.

The Youth Leadership Committee consists of City Council appointed students in high school. The Committee provides input and direction on youth programming. Committee activities include City Council meeting presentations, annual workshop retreat and various volunteer opportunities.

## Activity Summary

		Final	Manager
	Actual	Est.	Recommended
	FY 2018-19	FY 2019-20	FY 2020-21
Salaries and Benefits	\$ 174,061	164,100	176,900
Maintenance and Operations	12,722	17,800	23,500
Applied Revenues	(3,363)	(3,100)	(3,400)
Activity Total	\$ 183,420	178,800	197,000

## Fiscal Year Comparisons



**Youth Programs (6230)**  
**(NEW ORG CODE:10105425)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111H	510010	CS Rec - Regular Salaries	\$ 40,110	\$ 44,100	\$ 44,600	\$ 500	\$ 45,100
114H	510040	CS Rec - OT Pay	1,406	1,400	2,100	700	2,100
114U	510050	CS Rec - PT OT Pay	694	700	900	200	900
115U	510020	CS Rec - PT Salaries	37,951	39,500	39,500	-	44,500
118H	511010	CS Rec - Lump Sum Payment	-	200	300	100	-
119H	512310	CS Rec - Applied Benefits	78,894	73,200	73,200	-	80,400
119U	512310	CS Rec - PT Applied Benefits	15,006	3,500	3,500	-	3,900
		Total Salaries and Benefits	174,061	162,600	164,100	1,500	176,900
2200	521000	Supplies	11,670	13,500	11,300	(2,200)	13,500
4400	542050	Contractual Services	1,052	10,000	6,500	(3,500)	10,000
		Total Maintenance and Operations	12,722	23,500	17,800	(5,700)	23,500
BL00	425100	Participant Fees	(363)	(400)	(100)	300	(400)
CE00	430100	Contributions	(3,000)	(3,000)	(3,000)	-	(3,000)
		Total Applied Revenues	(3,363)	(3,400)	(3,100)	300	(3,400)
		<b>- Activity Total -</b>	<b>\$ 183,420</b>	<b>\$ 182,700</b>	<b>\$ 178,800</b>	<b>\$ (3,900)</b>	<b>\$ 197,000</b>

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\* Additional detail on following page(s)

# **Youth Programs (6230) - Account Number Detail**

	Mid-Year	Final	
<b><u>Acct #2200</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Monitors, Gaming Devices and Equipment	\$ 3,500	\$ 3,250	\$ 3,500
Craft Supplies	1,000	1,000	1,000
Program Supplies	3,000	3,000	3,000
Marketing Supplies	1,000	800	1,000
Teen Program	2,000	1,500	2,000
Youth Leadership Committee Supplies	2,000	1,000	2,000
First Aid Supplies	<u>1,000</u>	<u>750</u>	<u>1,000</u>
	\$ 13,500	\$ 11,300	\$ 13,500

	Mid-Year	Final	
<b><u>Acct #4400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Teen Programs	\$ 2,000	\$ 1,000	\$ 2,000
Youth Leadership Committee Retreat	4,500	3,500	4,500
Fieldtrips/Excursions	1,000	1,000	1,000
Youth Leadership Committee Team Building	2,000	1,000	2,000
Repair Equipment	<u>500</u>	<u>-</u>	<u>500</u>
	\$ 10,000	\$ 6,500	\$ 10,000



# Rental Facilities (6246)

The Parks and Recreation Division has two historical sites with educational components, banquet halls, and picnic facilities available to meet the recreational and business needs of the community. This area provides for the overall administrative support, staffing, supervision, and set up needs associated with the rental of City recreational facilities.

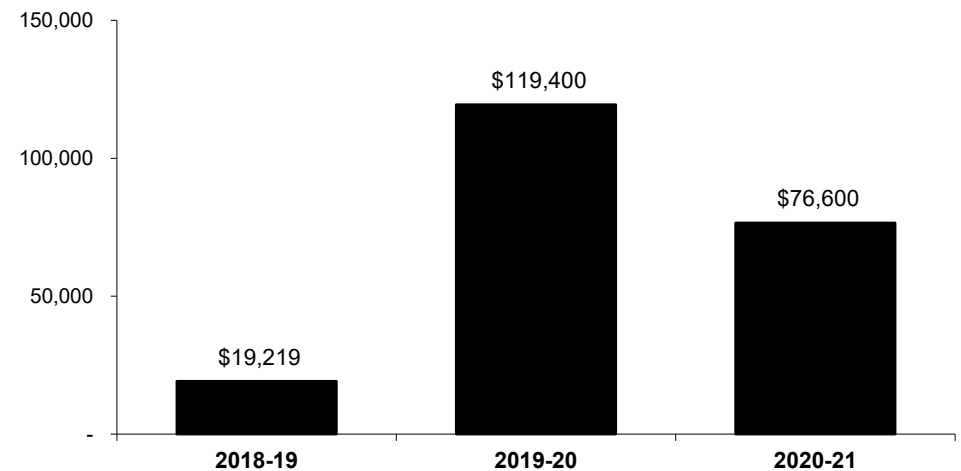
Town Center Hall and Betty Wilson Center are available for reservation for special occasions, business meetings and parties. Residents, business residents, organizations and non-residents may reserve facilities.

Effective July 1, 2018, the Clarke Estate and Heritage Park will now operate under the Family & Human Services Division.

## Activity Summary

	Actual FY 2018-19	Final Est. FY 2019-20	Manager Recommended FY 2020-21
Salaries and Benefits	\$ 173,861	216,200	233,400
Maintenance and Operations	11,844	13,200	13,200
Applied Revenues	(166,486)	(110,000)	(170,000)
Activity Total	\$ 19,219	119,400	76,600

## Fiscal Year Comparisons



**Rental Facilities (6246)**  
**(NEW ORG CODE:10105430)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111F	510010	PW Mtc - Regular Salaries	\$ -	\$ -	\$ -	\$ -	\$ -
111H	510010	CS Rec - Regular Salaries	40,799	44,000	44,000	-	44,600
114F	510040	PW Mtc - OT Pay	2,246	1,800	-	(1,800)	-
115U	510020	CS Rec - PT Salaries	41,746	88,700	88,700	-	97,900
115V	510020	CS Lib - PT Salaries	277	-	-	-	-
115W	510020	CS Fam - PT Salaries	171	-	-	-	-
118H	510020	CS Rec - Lump Sum Payment	-	300	300	-	-
119H	512310	CS Rec - Applied Benefits	79,689	72,900	72,900	-	79,500
119U	512310	CS Rec - PT Applied Benefits	8,898	10,300	10,300	-	11,400
119V	512310	CS Lib - PT Applied Benefits	20	-	-	-	-
119V	512310	CS Fam - PT Applied Benefits	15	-	-	-	-
		Total Salaries and Benefits	173,861	218,000	216,200	(1,800)	233,400
2200	521000	Supplies	2,709	4,400	3,500	(900)	3,500
4400	542050	Contractual Services	9,135	9,700	9,700	-	9,700
		Total Maintenance and Operations	11,844	14,100	13,200	(900)	13,200
BK00	425210	Facility Use Fees	(166,486)	(170,000)	(110,000)	60,000	(170,000)
CE00	430100	Contributions	-	-	-	-	-
		Total Applied Revenues	(166,486)	(170,000)	(110,000)	60,000	(170,000)
		- Activity Total -	\$ 19,219	\$ 62,100	\$ 119,400	\$ 57,300	\$ 76,600
HERITAGE PARK & CLARKE ESTATE SEPARATED FROM ACTIVITY 6246 (RENTAL FACILITES) AND MOVED INTO NEW ACTIVITY (10105840) TO FHS FOR FY 2018-19 AND GOING FORWARD.							

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\* Additional detail on following page(s)

**Rental Facilities (6246) - Account Number Detail**

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #2200</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Meetings Supplies	2,000	1,550	1,550
Outdoor Supplies	2,000	1,550	1,550
Christmas Tree	<u>400</u>	<u>400</u>	<u>400</u>
	\$ 4,400	\$ 3,500	\$ 3,500

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #4400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Active Net Fees (portion to FHS/Lib Svcs)	<u>9,700</u>	<u>9,700</u>	<u>9,700</u>
	\$ 9,700	\$ 9,700	\$ 9,700

# Sports (6261)

The Sports Program encompasses the Activity Center and various programs designed to introduce youth and adults to the fundamental of sports through participation in recreational sports leagues, a Fitness Facility, and special events.

The Activity Center is a multi purpose gymnasium with indoor racquetball courts and a fitness facility. Residents and business residents can utilize the gymnasium and racquet ball courts at no charge. The fitness facility requires a \$50 yearly fee. Non-residents may play basketball or racquetball for a daily fee of \$2. There are numerous programs that are offered at the Activity Center including boxing, gymnastics, youth and adult sports leagues and clinics and tournaments.

During the summer youth sports tournaments are hosted at the Activity Center. A wiffle ball, 3 on 3 basketball and dodgeball tournament are held for youth with prizes awarded to the winning teams. These tournaments are open to all youth and are free of charge.

The Activity Center is closed three weeks out of the year for the construction of the Santa Fe Springs Haunted House. This yearly event coincides with the Halloween Carnival at Los Nietos Park to provide the community with a full Halloween experience. Expenditures for these programs are charged to 6215.

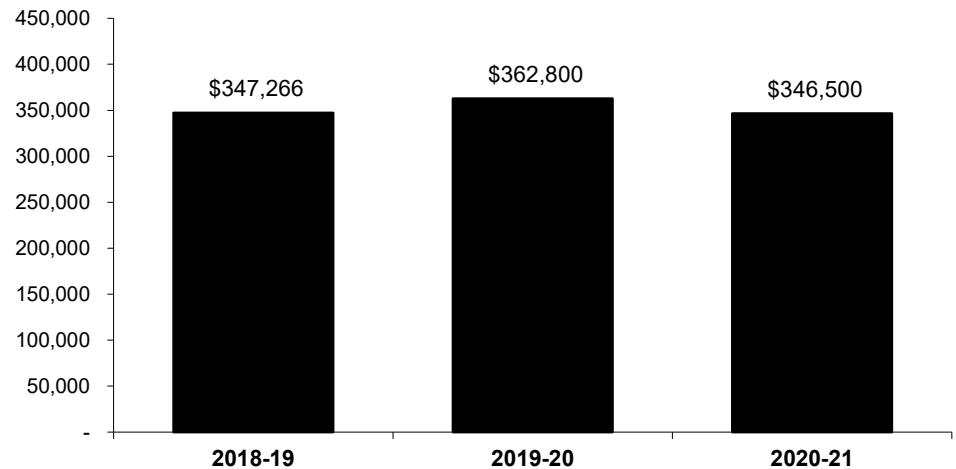
A wide array of sports programs are offered which encompasses boys and girls ranging in age from 4 to 15 years of age. The primary programs offered include basketball, flag football, soccer, and volleyball. These programs run seasonally, lasting approximately 8 to 12 weeks in length. Program expenses include participant insurance, uniforms, sports equipment and contractual services for certified referees, and coaching. A middle school after school program is offered for flag football, volleyball, soccer and basketball.

The Adult Softball program offers three seasons of competitive softball per year. This program provides league supervision, supplies, Southern California Municipal Athletics Federal (SCMAF) Accident Protection Program, team registration, umpires, and team awards.

## Activity Summary

	Actual	Final	Manager
	FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$ 396,408	390,100	400,900
Maintenance and Operations	125,547	114,000	123,100
Applied Revenues	(174,689)	(141,300)	(177,500)
Activity Total	\$ 347,266	362,800	346,500

## Fiscal Year Comparisons



**Sports (6261)**  
**(NEW ORG CODE:10105435)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111E	510010	PW Eng - Regular Salaries	\$ 814	\$ -	\$ -	\$ -	\$ -
111H	510010	CS Rec - Regular Salaries	57,382	61,900	52,800	(9,100)	61,400
114F	510040	PW Mtc - OT Pay	18,798	18,000	18,900	900	-
114H	510040	CS Rec - OT Pay	1,230	1,300	-	(1,300)	1,300
114R	510050	FA - PT OT Pay	612	600	1,400	800	1,400
114T	510050	PW Mtc - PT OT Pay	1,124	1,100	-	(1,100)	1,100
114U	510050	CS Rec - PT OT Pay	32	-	-	-	-
115T	510020	PW Mtc - PT Salaries	313	-	-	-	-
115U	510020	CS Rec - PT Salaries	190,436	198,000	198,000	-	210,200
115W	510020	CS Fam - PT Salaries	26	-	-	-	-
118H	511010	CS REC - Lump Sum Payment	-	400	400	-	-
119E	512310	PW Eng - Applied Benefits	1,494	-	-	-	-
119H	512310	CS Rec - Applied Benefits	99,422	97,900	97,900	-	103,300
119T	512310	PW Mtc - PT Applied Benefits	62	-	-	-	-
119U	512310	CS Rec - PT Applied Benefits	24,661	20,700	20,700	-	22,200
119W	512310	CS Fam - PT Applied Benefits	2	-	-	-	-
		Total Salaries and Benefits	396,408	399,900	390,100	(9,800)	400,900
2200	521000	Supplies	75,417	67,000	64,500	(2,500)	62,000
3400	534000	Telephone	190	-	-	-	-
4400	542050	Contractual Services	49,940	61,100	49,500	(11,600)	61,100
		Total Maintenance and Operations	125,547	128,100	114,000	(14,100)	123,100
BK00	425210	Facility Use Fees (Field Use)	(39,683)	(45,000)	(39,700)	5,300	(45,000)
BL00	425100	Participant Fees	(9,848)	(12,400)	(3,900)	8,500	(12,500)
BL03	425105	Youth Sports Fees	(48,663)	(47,600)	(37,500)	10,100	(45,000)
BL04	425110	Adult Sports Fees	(65,648)	(68,000)	(55,700)	12,300	(65,000)
BL05	425115	Weight Room Pass	(10,697)	(8,500)	(4,500)	4,000	(10,000)
CE00	430100	Contributions	(150)	(200)	-	200	-
		Total Applied Revenues	(174,689)	(181,700)	(141,300)	40,400	(177,500)
		- Activity Total -	\$ 347,266	\$ 346,300	\$ 362,800	\$ 16,500	\$ 346,500

\* Additional detail on following page(s)

**Sports (6261) - Account Number Detail**

<b>Acct #2200</b>	<b>Mid-Year FY 2019-20</b>	<b>Final FY 2019-20</b>	<b>FY 2020-21</b>
Office Supplies	\$ 2,900	\$ 2,500	\$ 2,900
Game Supplies	9,000	8,750	9,000
Boxing	1,500	1,500	1,500
Special Events	1,100	1,100	1,100
Haunted House	5,000	5,000	-
Adult Basketball Awards	3,500	2,750	3,500
Adult Softball Awards	9,600	8,950	9,600
Youth Sports Soccer Uniforms/Supplies	21,900	21,900	21,900
Youth Sports Basketball Shirts/Supplies	4,000	3,750	4,000
Youth Sports Volleyball Shirts/Supplies	3,000	2,800	3,000
Youth Sports Flag Football	1,400	1,400	1,400
Middle School Uniforms	4,100	4,100	4,100
	<u>\$ 67,000</u>	<u>\$ 64,500</u>	<u>\$ 62,000</u>

<b>Acct #4400</b>	<b>Mid-Year FY 2019-20</b>	<b>Final FY 2019-20</b>	<b>FY 2020-21</b>
Boxing Tournaments	\$ 2,200	\$ 2,000	\$ 2,200
Adult Basketball Officials	8,700	6,500	8,700
Active Net	7,700	6,700	7,700
Assigning Fees (Adult Sports)	3,400	2,800	3,400
Adult Softball Officials	10,800	8,000	10,800
Adult SCMAF Team Registration/PMBF	10,600	9,000	10,600
Fitness Center Equipment Service/Repair	2,000	2,000	2,000
Gymnastic Liability Insurance	900	900	900
Youth SCMAF Team Registration/PMBF	4,300	3,800	4,300
Tournament Fees (Youth Sports)	1,100	-	1,100
Youth Flag Football Officials	1,800	1,800	1,800
Youth Volleyball Officials	1,300	1,300	1,300
Youth Basketball Officials	3,900	2,500	3,900
Youth Soccer Officials	2,400	2,200	2,400
	<u>\$ 61,100</u>	<u>\$ 49,500</u>	<u>\$ 61,100</u>

<b>Acct BK00 - Facility Use Fees</b>	<b>Mid-Year FY 2019-20</b>	<b>Final FY 2019-20</b>	<b>FY 2020-21</b>
Los Nietos Park	\$ (11,000)	\$ (10,500)	\$ (11,000)
Little Lake Park	(21,000)	(19,000)	(21,000)
Activity Center	(2,700)	(2,600)	(2,700)
SFS Athletic Fields	(10,300)	(7,600)	(10,300)
	<u>\$ (45,000)</u>	<u>\$ (39,700)</u>	<u>\$ (45,000)</u>

# Leisure Activities (6262)

The Leisure Activities Program provides recreational and leisure activities for all segments of the community through recreational and leisure classes and gardening opportunities.

The Parks and Recreation Division provides instruction and supervision for activities for youth and adults of all ages. Classes are held in 4 - 8 week sessions depending on the class and are offered seasonally year round. Various classes are designed to expose the participants involved to the benefits and enjoyment of competitions and exhibitions, while other classes offer enhancements in already existing skills and for new hobbies. The class offerings promote optimum health and awareness.

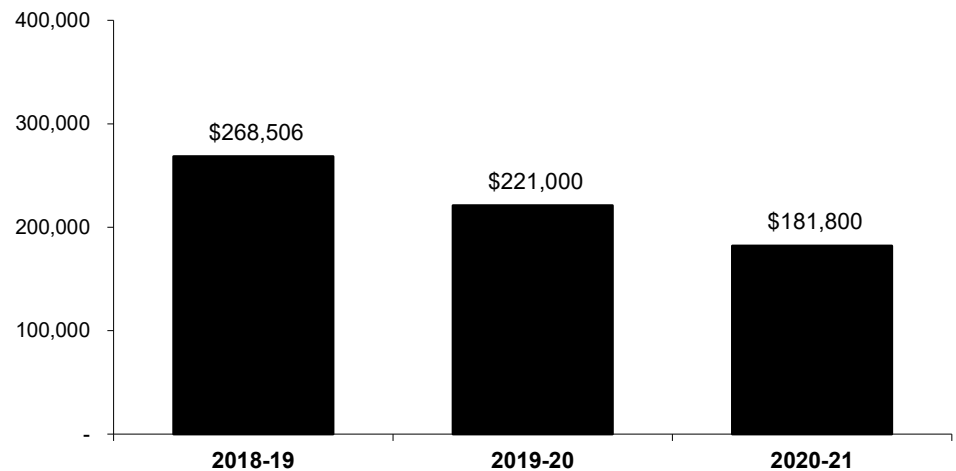
The Community Garden is comprised of approximately 120 parcels that measure 10 ft. x 20 ft. The garden is an opportunity for patrons to participate in a program that encourages healthy lifestyles throughout the year. Regular meetings are held with the gardeners and workshops are scheduled with topics that range from composting to garden tips.

The Spring Break Camp and Family Camp were moved to the "CAMPS" budget activity.

## Activity Summary

	Actual FY 2018-19	Final Est. FY 2019-20	Manager Recommended FY 2020-21
Salaries and Benefits	\$ 274,400	222,700	207,900
Maintenance and Operations	64,918	60,200	58,200
Applied Revenues	(70,812)	(61,900)	(84,300)
Activity Total	\$ 268,506	221,000	181,800

## Fiscal Year Comparisons



**Leisure Activities (6262)**  
**(NEW ORG CODE:10105440)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111H	510010	CS Rec - Regular Salaries	58,425	54,500	51,900	(2,600)	55,900
114U	510050	CS Rec - PT OT Pay	32	500	-	(500)	500
115U	510050	CS Rec - PT Salaries	79,810	48,100	75,000	26,900	47,100
118H	511010	CS Rec - Lump Sum Payment	-	400	-	(400)	-
119H	512310	CS Rec - Applied Benefits	113,404	91,600	91,600	-	100,300
119U	512310	CS Rec - PT Applied Benefits	<u>22,729</u>	<u>4,200</u>	<u>4,200</u>	<u>-</u>	<u>4,100</u>
		Total Salaries and Benefits	274,400	199,300	222,700	23,400	207,900
2200	521000	Supplies	3,696	8,400	6,800	(1,600)	5,400
4400	542050	Contractual Services	61,122	61,700	53,300	(8,400)	52,800
9300	592000	Equipment Usage	<u>100</u>	<u>100</u>	<u>100</u>	<u>-</u>	<u>-</u>
		Total Maintenance and Operations	64,918	70,200	60,200	(10,000)	58,200
BK00	425210	Facility Use Fees (Field Use)	(3,120)	(2,400)	(2,700)	(300)	(2,400)
BL00	425100	Participant Fees	(43)	(200)	(200)	-	(1,400)
BL06	425120	Educational Classes	(62,011)	(73,500)	(56,500)	17,000	(73,500)
BL07	425125	Outdoor Life	<u>(5,638)</u>	<u>(7,000)</u>	<u>(2,500)</u>	<u>4,500</u>	<u>(7,000)</u>
		Total Applied Revenues	(70,812)	(83,100)	(61,900)	21,200	(84,300)
		<b>- Activity Total -</b>	<u>\$ 268,506</u>	<u>\$ 186,400</u>	<u>\$ 221,000</u>	<u>\$ 34,600</u>	<u>\$ 181,800</u>

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\* Additional detail on following page(s)



**Leisure Activities (6262) - Account Number Detail**

<b><u>Acct #2200</u></b>	<b>Mid-Year <u>FY 2019-20</u></b>	<b>Final <u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Gymnastics Equipment	\$ 600	\$ 600	\$ 600
Children's Program	1,100	1,100	1,100
Dance Recitals	600	600	600
Class Supplies	1,100	1,100	1,100
Garden Supplies - hoses, tools, etc.	2,000	1,900	2,000
Spring / Family Camp Supplies	<u>3,000</u>	<u>1,500</u>	<u>-</u>
	\$ 8,400	\$ 6,800	\$ 5,400

<b><u>Acct #4400</u></b>	<b>Mid-Year <u>FY 2019-20</u></b>	<b>Final <u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Family Camp Fees (Rental of Camp Commerce)	\$ 5,400	\$ -	\$ -
Duplication	100	100	100
Contract Employees	46,700	46,700	46,700
Active Net	6,000	6,000	6,000
Spring Camp Excursions	<u>3,500</u>	<u>500</u>	<u>-</u>
	\$ 61,700	\$ 53,300	\$ 52,800

# Aquatics Center (6265)

The Aquatics Center is managed through the Parks and Recreation Services Division in the Department of Community Services. The Aquatic Center offers a wide variety of quality courses and programs designed to promote water safety awareness through instructional lessons. The facility offers lap swimming, water exercise, swim team, and the Junior Lifeguards program.

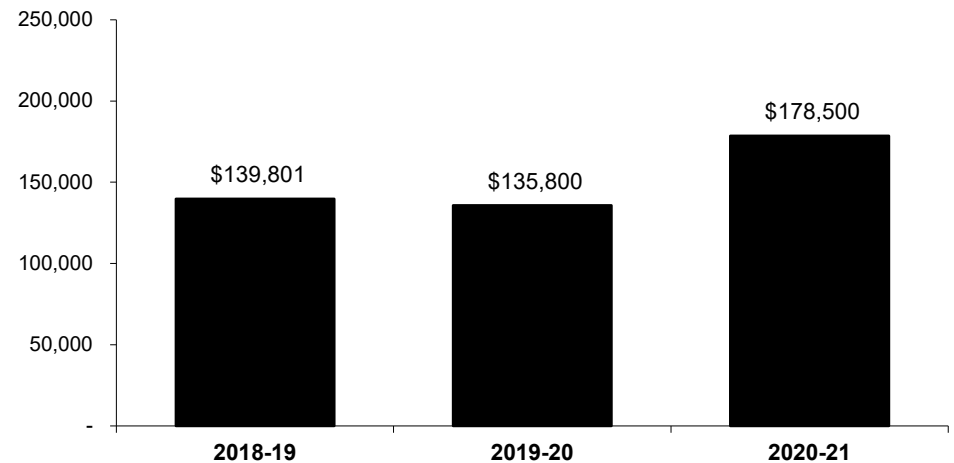
An extensive part of the program is devoted to the “Learn to Swim” swimming lesson program. Also offered are group, private classes for adults, children, toddlers, and infants. Swim lessons occur mid June through October.

A new Adaptive Swim Program has been added effective Summer 2020.

## Activity Summary

		Final	Manager
	Actual	Est.	Recommended
	FY 2018-19	FY 2019-20	FY 2020-21
Salaries and Benefits	\$ 196,238	173,800	176,700
Maintenance and Operations	14,550	13,100	17,600
Applied Revenues	(70,987)	(51,100)	(15,800)
Activity Total	\$ 139,801	135,800	178,500

## Fiscal Year Comparisons



**Aquatics Center (6265)**  
**(NEW ORG CODE:10105445)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111H	510010	CS Rec - Regular Salaries	\$ 22,673	\$ 24,600	\$ 22,400	\$ (2,200)	\$ 24,200
115U	510020	CS Rec - PT Salaries	119,248	101,400	101,400	-	100,400
118H	511010	CS Rec - Lump Sum Payment	-	100	100	-	-
119H	512310	CS Rec - Applied Benefits	45,104	41,000	41,000	-	43,300
119U	512310	CS Rec - PT Applied Benefits	9,213	8,900	8,900	-	8,800
		Total Salaries and Benefits	196,238	176,000	173,800	(2,200)	176,700
2200	521000	Supplies	8,477	11,700	8,200	(3,500)	12,700
4250	540020	Training	494	-	500	500	500
4400	542050	Contractual Services	5,579	4,400	4,400	-	4,400
		Total Maintenance and Operations	14,550	16,100	13,100	(3,000)	17,600
BK00	425210	Facility Use Fees	(10,745)	(7,300)	(5,300)	2,000	(800)
BL00	425100	Participant Fees	(59,442)	(54,000)	(45,800)	8,200	(15,000)
CE00	430100	Contributions	(800)	-	-	-	-
		Total Applied Revenues	(70,987)	(61,300)	(51,100)	10,200	(15,800)
		<b>- Activity Total -</b>	<b>\$ 139,801</b>	<b>\$ 130,800</b>	<b>\$ 135,800</b>	<b>\$ 5,000</b>	<b>\$ 178,500</b>

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\* Additional detail on following page(s)

**Aquatics Center (6265) - Account Number Detail**

<b><u>Acct #2200</u></b>	<b>Mid-Year <u>FY 2019-20</u></b>	<b>Final <u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Office Supplies	\$ 1,100	\$ 1,100	\$ 1,100
Guard Suits	1,600	1,600	1,600
Maintenance	500	500	500
Safety Equipment	600	600	600
Awards	300	-	300
Teaching Supplies	600	400	600
Program Supplies	2,500	1,000	2,500
First Aid/CPR	1,100	1,000	1,100
Pool Deck Equipment (moved from 4400)	3,000	1,000	3,000
Adaptive Swim Program	1,000	1,000	1,000
T-Shirts	<u>400</u>	<u>-</u>	<u>400</u>
	\$ 12,700	\$ 8,200	\$ 12,700

<b><u>Acct #4400</u></b>	<b>Mid-Year <u>FY 2019-20</u></b>	<b>Final <u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Health Permit	\$ 1,100	\$ 1,100	\$ 1,100
LTS Facility Fee	2,000	2,000	2,000
Activenet	<u>1,300</u>	<u>1,300</u>	<u>1,300</u>
	\$ 4,400	\$ 4,400	\$ 4,400

# Camps Program (6370)



The City's Parks and Recreation Services Division offers a summer day camp for children ages 5 to 13. Under the supervision of trained Parks & Recreation staff, children will enjoy arts & crafts, games, special activities, as well as supervised excursions. The program offers 4 two-week sessions. Camp fees include all field trips and children will be provided a nutritional lunch everyday unless otherwise notified.

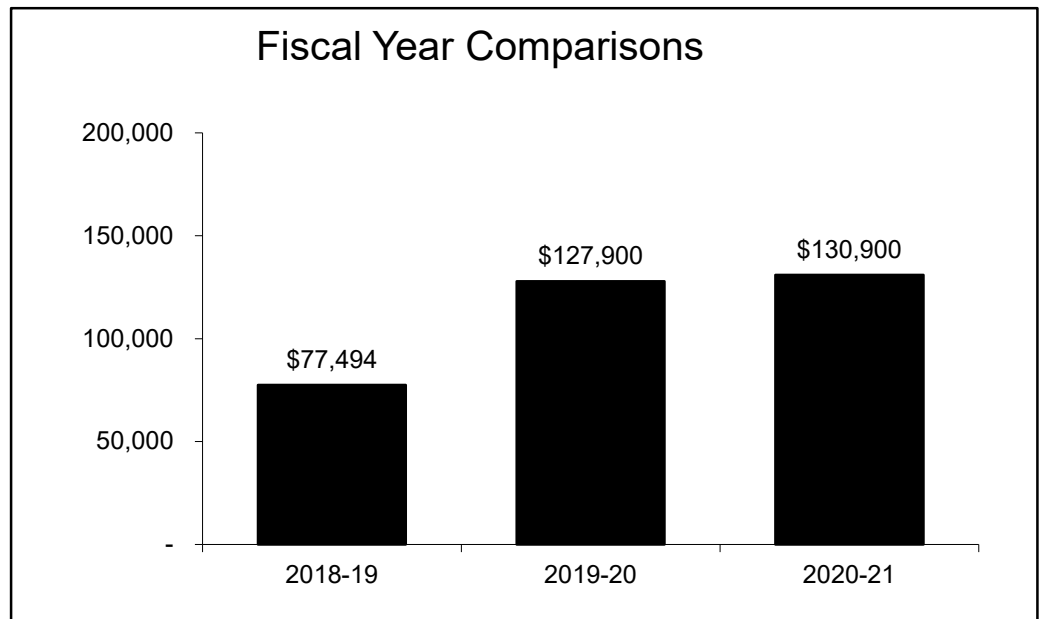
The Spring Break Camp program is open to youth for a one week session in spring. The popular Spring Break Camp takes place at Town Center Hall and provides a safe and supervised environment to expose youth to various crafts, games, activities, and excursions.

Fall Camp will offer parents a place to take their children during the Thanksgiving holiday break (Monday through Wednesday). Winter Camp will offer two 1-week sessions during winter holiday break. Fall Camp and Winter Camp are based on 40 participants.

Family Camp, which takes place at Camp Commerce in Lake Arrowhead, is a weekend experience providing families the opportunity to spend quality time together while experiencing the greater outdoors.



Activity Summary			
		Final	Manager
		Est.	Recommended
		FY 2018-19	FY 2020-21
Salaries and Benefits	\$	128,579	144,300
Maintenance and Operations		27,806	36,600
Applied Revenues		(78,891)	(50,000)
Activity Total	\$	77,494	130,900



**Camps Program (6370)**  
**(NEW ORG CODE:10511004)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111H	510010	CS Rec - Regular Salaries	\$ 21,322	\$ 23,400	\$ 23,400	\$ -	\$ 23,300
111J	510010	CS Fam - Regular Salaries	622	-	-	-	-
114H	510040	CS Rec - OT Pay	-	-	-	-	500
114U	510050	CS Rec - PT OT Pay	16	-	-	-	400
115U	510020	CS Rec - PT Salaries	63,015	70,500	70,500	-	74,300
115W	510020	CS Fam - PT Salaries	156	-	-	-	-
118H	511010	CS Rec - Lump Sum Payment	-	100	100	-	-
119H	512310	CS Rec - Applied Benefits	37,660	36,600	36,600	-	39,300
119J	512310	CS Fam - Applied Benefits	865	-	-	-	-
119U	512310	CS Rec - PT Applied Benefits	4,857	6,200	6,200	-	6,500
119W	512310	CS Fam - PT Applied Benefits	66	-	-	-	-
		Total Salaries and Benefits	128,579	136,800	136,800	-	144,300
2200	521000	Supplies	8,437	8,600	8,600	-	12,200
4250	540020	Training	154	1,000	1,000	-	1,000
4400	542050	Contractual Services	19,215	15,000	16,500	1,500	23,400
		Total Maintenance and Operations	27,806	24,600	26,100	1,500	36,600
BL00	425100	Participant Fees	(78,891)	(87,300)	(35,000)	52,300	(50,000)
CE00	430100	Contributions	-	-	-	-	-
		Total Applied Revenues	(78,891)	(87,300)	(35,000)	52,300	(50,000)
		- Activity Total -	<u>\$ 77,494</u>	<u>\$ 74,100</u>	<u>\$ 127,900</u>	<u>\$ 53,800</u>	<u>\$ 130,900</u>

\* Additional detail on following page(s)

**Camps Program (6370)**

	Mid-Year	Final	
<b><u>Acct #2200</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Camp Miscellaneous supplies	\$ 2,000	\$ 1,800	\$ 1,200
Summer Camp Food and Snacks	1,500	2,000	1,300
Summer Camp Site Supplies	1,000	1,700	1,000
Summer Camp T-Shirts	2,600	3,100	2,600
Special Activities	1,500	-	-
Fall Camp Misc. Supplies	-	-	400
Fall Camp Food and Snacks	-	-	300
Fall Camp Site Supplies	-	-	300
Fall Camp T-Shirts	-	-	400
Winter Camp Misc. Supplies	-	-	600
Winter Camp Food and Snacks	-	-	500
Winter Camp Site Supplies	-	-	300
Winter Camp T-Shirts	-	-	500
Family Camp Supplies	-	-	1,500
Spring Camp Food and Snacks	-	-	400
Spring Camp Site Supplies	-	-	400
Spring Camp T-Shirts	-	-	500
	<u>\$ 8,600</u>	<u>\$ 8,600</u>	<u>\$ 12,200</u>

	Mid-Year	Final	
<b><u>Acct #4400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Excursion Ticket Fees	\$ 15,000	\$ 16,500	\$ 18,000
Family Camp Rental of Camp Commerce (TX fr Activity 6262)	-	-	5,400
	<u>\$ 15,000</u>	<u>\$ 16,500</u>	<u>\$ 23,400</u>

# Teen Program (CDBG) (285-6230)

The Parks and Recreation Division provides safe and positive alternatives for high school aged youth. This is accomplished through recreational, enrichment and educational programs provided to enhance awareness of the choices and avenues available to them.

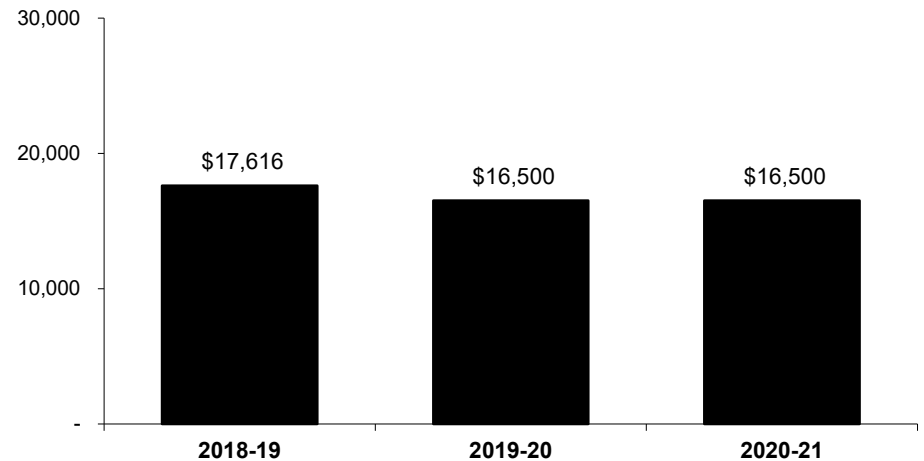
Daily youth programming is provided at "The Club" housed at Town Center Hall from 3:00pm-6:00pm. The Club is home to the free drop-in program . Activities at The Club include a free lunch and snack program, activities, classes, games and tournaments. In addition the City has partnered with the Boys and Girls Club to provide the "College Bound" program which provides academic support and guidance to youth interested in higher educational opportunities.

The Teens Engaged and Empowered in Neighborhood Services (T.E.E.N.S.) program is also housed at The Club. This service oriented club is geared for high school aged youth that wish to volunteer in the community.

## Activity Summary

		Final	Council
	Actual	Est.	Approved
	FY 2017-18	FY 2018-19	FY 2019-20
Salaries and Benefits	\$ 17,616	16,500	16,500
Maintenance and Operations	-	-	-
Applied Revenues	-	-	-
Activity Total	\$ 17,616	16,500	16,500

## Fiscal Year Comparisons





**TEEN PROGRAM (CDBG-285-7111)**  
**(NEW ORG CODE:23105425)**  
**Activity Detail**

[illegible]

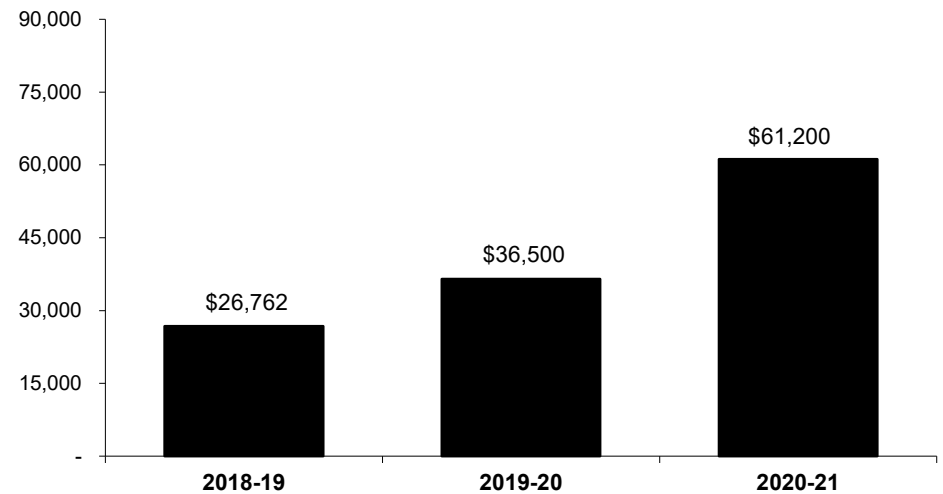
# Fiestas Patrias Cultural Event (7120)

The Fiestas Patrias is an annual cultural event, which occurs in the month of September and is hosted by the Parks & Recreation Services Division with the support of all City Departments. The celebration is the official observance day for commemorating the anniversary of Mexico's independence from Spain, which provides for an opportunity for Santa Fe Springs residents to celebrate its cultural heritage through food, music, and folk art. The event is held at Town Center Hall Plaza.

## Activity Summary

	Actual FY 2018-19	Final Est. FY 2019-20	Manager Recommended FY 2020-21
Salaries and Benefits	\$ 44,517	41,900	63,200
Maintenance and Operations	26,286	35,000	38,000
Applied Revenues	(44,041)	(40,400)	(40,000)
Activity Total	\$ 26,762	36,500	61,200

## Fiscal Year Comparisons



**Fiestas Patrias Cultural Event (7120)**  
**(NEW ORG CODE:10105825)**  
**Activity Detail**

Acct No.	New Object Code	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111F	510010	PW Mtc - Regular Salaries	\$ 2,001	\$ -	\$ -	\$ -	\$ -
111H	510010	CS Rec - Regular Salaries	369	17,800	400	(17,400)	18,000
111J	510010	CS Fam - Regular Salaries	10,420	-	-	-	-
114F	510040	PW Mtc - OT Pay	2,259	2,500	3,900	1,400	4,000
114T	510040	PW Mtc - PT OT Pay	272	300	-	(300)	300
114W	510050	CS Fam - PT OT Pay	-	-	100	100	-
115T	510050	PW Mtc - PT Salaries	453	-	-	-	-
115U	510020	CS Rec - PT Salaries	2,104	3,600	3,600	-	3,900
115V	510020	CS Lib - PT Salaries	-	1,700	1,700	-	1,900
115W	510020	CS Fam - PT Salaries	3,286	2,300	2,300	-	2,500
118H	511010	CS Rec - Lump Sum Payment	-	100	100	-	-
119F	512310	PW Mtc - Applied Benefits	4,312	-	-	-	-
119H	512310	CS Rec - Applied Benefits	643	29,100	29,100	-	31,600
119J	512310	CS Fam - Applied Benefits	17,666	-	-	-	-
119T	512310	PW Mtc - PT Applied Benefits	81	-	-	-	-
119U	512310	CS Rec - PT Applied Benefits	361	300	300	-	400
119V	512310	CS Lib - PT Applied Benefits	-	200	200	-	300
119W	512310	CS Fam - PT Applied Benefits	290	200	200	-	300
		Total Salaries and Benefits	44,517	58,100	41,900	(16,200)	63,200
2200	521000	Supplies	6,799	6,000	7,300	1,300	7,000
4400	542050	Contractual Services	19,487	32,500	27,700	(4,800)	31,000
		Total Maintenance and Operations	26,286	38,500	35,000	(3,500)	38,000
CE00	430100	Contribution	-	-	(400)	(400)	-
CG00	411040	Franchise Fees	(44,041)	(40,000)	(40,000)	-	(40,000)
		Total Applied Revenues	(44,041)	(40,000)	(40,400)	(400)	(40,000)
		<b>- Activity Total -</b>	<b>\$ 26,762</b>	<b>\$ 56,600</b>	<b>\$ 36,500</b>	<b>\$ (20,100)</b>	<b>\$ 61,200</b>

\* Additional detail on following page(s)

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**Fiestas Patrias Cultural Event (7120) - Account Number Detail**

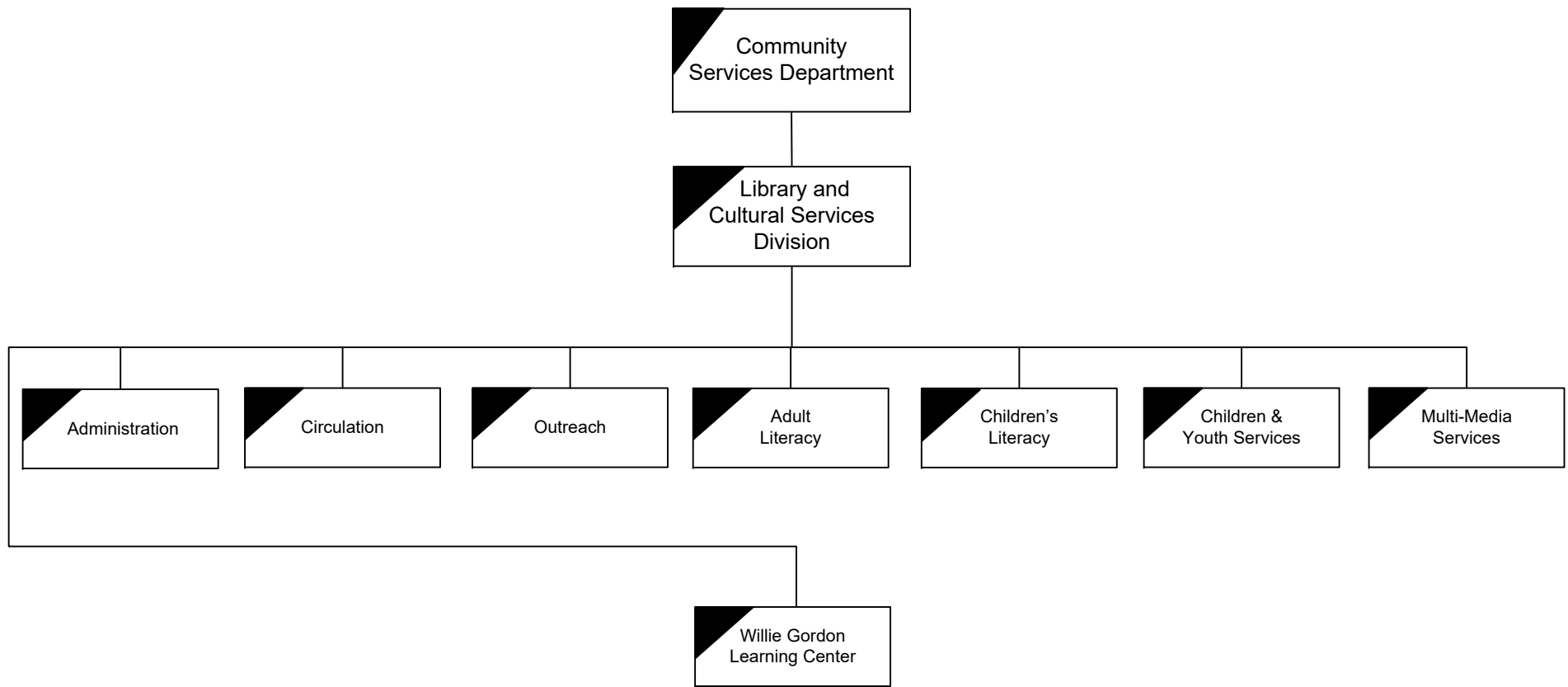
<b><u>Acct #2200</u></b>	<b>Mid-Year FY 2019-20</b>	<b>Final FY 2019-20</b>	<b><u>FY 2020-21</u></b>
Craft Workshops	\$ 2,000	\$ 2,500	\$ 2,000
Children's Area	1,000	1,300	1,000
Decorations	1,000	1,000	1,000
Program Supplies	2,000	2,500	2,000
Equipment for Adaptive Swim	-	-	1,000
	<u>\$ 6,000</u>	<u>\$ 7,300</u>	<u>\$ 7,000</u>

<b><u>Acct #4400</u></b>	<b>Mid-Year FY 2019-20</b>	<b>Final FY 2019-20</b>	<b><u>FY 2020-21</u></b>
Equipment Rental/Vendor	\$ 6,500	\$ 5,800	\$ 6,500
Mainstage Entertainment	11,000	12,200	12,000
Generator	2,000	-	2,000
Stage and Lighting	13,000	7,400	8,000
Insurance	-	1,300	1,500
Face Painting	-	750	750
Custodial	-	250	250
	<u>\$ 32,500</u>	<u>\$ 27,700</u>	<u>\$ 31,000</u>

# LIBRARY AND CULTURAL SERVICES DIVISION

The Library and Cultural Services Division is one of three divisions found in the Department of Community Services, which works collaboratively in an integrated services approach to meet the educational, leisure and cultural needs of residents in Santa Fe Springs. Amongst the traditional program offerings found in a public library, the Division of Library and Cultural Services takes great pride in offering state of the art technology for our patrons. The City Library is also responsible for managing the assets needed to provide professional reference service; non-traditional cultural programs such as First Friday and vital literacy projects. The library also provides space for a full service café concession. The Library has a total circulation of 173,000 materials, 36,000 registered borrowers and 144,000 visits per year. The library also oversees the Carriage Barn, and its programming including school tours and the docent program.

Below is a chart showing the division's activities. More detailed information is available on the following pages:



# Library & Cultural Services

## FY 2019-20 Final Estimates & FY 2020-21 Proposed Budget

### Division Summary

Activity		Actual	Mid-Year	Final	Council
		FY 2018-19	Budget	Estimate	Approved
Number	Name		FY 2019-20	FY 2019-20	FY 2020-21
6510	Library & Cultural Services Administration	\$ 254,333	\$ 256,000	\$ 258,600	\$ 262,500
6525	Circulation	440,479	493,500	487,400	518,600
6530	Outreach Program	238,625	283,500	279,600	283,000
6535	Adult Literacy	108,306	143,600	118,500	148,800
6536	Children's Literacy	49,307	73,500	64,800	71,600
6540	Children & Youth Services	176,926	206,700	204,700	214,600
6555	Multi Media Services	328,780	386,400	386,400	378,200
6565	Willie Gordon Learning Center	52,805	63,600	61,600	72,600
Division Totals		\$ 1,649,561	\$ 1,906,800	\$ 1,861,600	\$ 1,949,900

# Library & Cultural Services



## Revised FY 2019-20 & FY 2020-21

### Position Summary

		Revised FY 2019-20	Change + or (-)	FY 2020-21	Change + or (-)
<u>Full-Time Positions</u>	<u>FY 2019-20</u>				
Administrative Assistant II	2	2	-	2	-
Library Services Division Director	1	1	-	1	-
Librarian I	1	1	-	1	-
Librarian II	1	1	-	1	-
Librarian III	1	1	-	1	-
Library Clerk I	1	1	-	1	-
Program Coordinator - Library Outreach	1	1	-	1	-
Total Number of Full-Time Positions	<u>8</u>	<u>8</u>	-	<u>8</u>	-
<u>Part-Time Non-Benefitted Hours</u>					
Total Number of Hours	22,100	22,100	-	22,100	-

# Library & Cultural Services Administration (6510)



The Divisional Administration Section located at the Library provides general administrative support to the overall Division of Library Services under the Department of Community Services. The City's new Historical & Beautification Committee functions are supported through this section. For example, speakers, supplies, and memberships for the committee are covered under this account. In addition, this account also supports functions related to the administration of the Carriage Barn and educational component of Heritage Park.

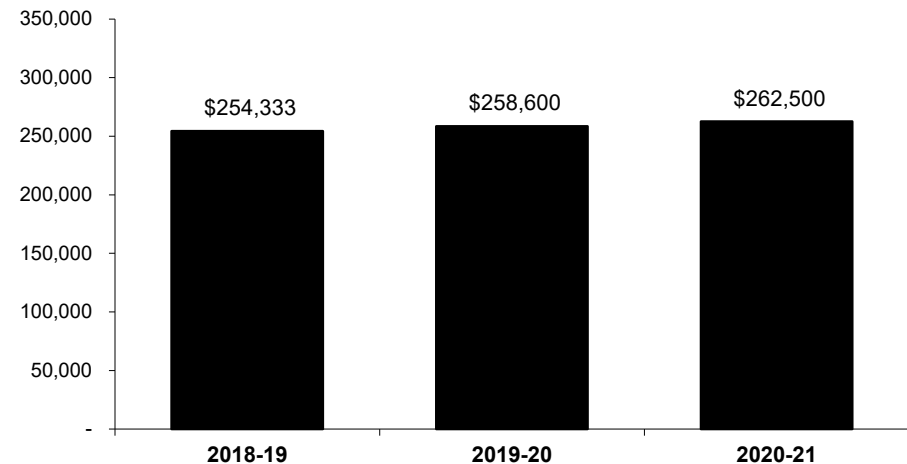


## Activity Summary



	Actual	Final	Manager
	FY 2018-19	Est FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$ 231,958	229,400	227,300
Maintenance and Operations	30,508	33,000	42,700
Applied Revenues	(8,133)	(3,800)	(7,500)
Activity Total	\$ 254,333	258,600	262,500

## Fiscal Year Comparisons





**Library & Cultural Services Administration (6510)**  
**(NEW ORG CODE:10105699)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111G	510010	CS Adm - Regular Salaries	\$ 20,386	\$ 21,300	\$ 21,300	\$ -	\$ 21,500
111I	510010	CS Lib - Regular Salaries	46,934	53,700	53,700	-	52,800
112I	510070	CS Lib - Acting Pay	625	-	-	-	-
114F	510040	PW Mtc - OT Pay	6,015	-	-	-	-
114T	510050	PW Mtc - PT OT Pay	361	-	-	-	-
115V	510020	CS Lib - PT Salaries	33,737	34,700	34,700	-	32,100
118I	511010	CS Lib - Lump Sum Payment	-	300	300	-	-
119G	512310	CS Adm - Applied Benefits	35,395	35,000	35,000	-	35,100
119I	512310	CS Lib - Applied Benefits	86,066	81,900	81,900	-	83,500
119V	512310	CS Lib - PT Applied Benefits	<u>2,439</u>	<u>2,500</u>	<u>2,500</u>	-	<u>2,300</u>
		Total Salaries and Benefits	231,958	229,400	229,400	-	227,300
2200	521000	Supplies	7,218	6,700	6,700	-	11,200
3400	534000	Telephone	2,726	4,000	4,000	-	4,000
4210	540030	Travel and Meetings	1,048	2,000	2,000	-	2,000
4220	540010	Memberships	3,578	5,000	4,000	(1,000)	4,000
4250	540020	Training	1,837	2,000	2,000	-	4,000
4400	542050	Contractual Services	<u>14,101</u>	<u>14,300</u>	<u>14,300</u>	-	<u>17,500</u>
		Total Maintenance and Operations	30,508	34,000	33,000	(1,000)	42,700
BK00	425210	Facility Use Fees	(720)	(300)	-	300	(300)
BL00	425121	Heritage Park Educational Tours	(1,265)	(3,300)	(700)	2,600	(3,300)
BZ00	470070	Concession Sales	(3,600)	(3,600)	(2,700)	900	(3,600)
BZ01	425135	Heritage Park Souvenir Sales	(153)	(200)	(300)	(100)	(300)
CE00	430100	Contributions - Individual	(2,166)	-	(100)	(100)	-
CE00	430200	Contributions - Assoc./Priv.	<u>(229)</u>	-	-	-	-
		Total Applied Revenues	(8,133)	(7,400)	(3,800)	3,600	(7,500)
		<b>- Activity Total -</b>	<u>\$ 254,333</u>	<u>\$ 256,000</u>	<u>\$ 258,600</u>	<u>\$ 2,600</u>	<u>\$ 262,500</u>

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\* Additional detail on following page(s)

**Library & Cultural Services Administration (6510) - Account Number Detail**

<b>Acct #2200</b>	<b>Mid-Year</b>	<b>Final</b>	
	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Office Supplies	\$ 4,500	\$ 4,500	\$ 4,500
Beautification & Historical Committee (from PRS)	-	-	4,500
Docents <b>(moved from Parks &amp; Rec)</b>	1,100	1,100	1,100
Exhibit Artifacts <b>(moved from Parks &amp; Rec)</b>	<u>1,100</u>	<u>1,100</u>	<u>1,100</u>
	\$ 6,700	\$ 6,700	\$ 11,200

<b>Acct #4400</b>	<b>Mid-Year</b>	<b>Final</b>	
	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Copier Maintenance	\$ 4,300	\$ 4,300	\$ 4,300
Activenet Fees <b>(moved from Parks &amp; Rec)</b>	200	200	200
P O Box Lease	1,400	1,400	1,400
Merchant Services (Credit Card Fees)	900	900	900
Native American Educational Tour Guide <b>(from PRS)</b>	7,000	7,000	7,000
Historical Committee	<u>500</u>	<u>500</u>	<u>3,700</u>
	\$ 14,300	\$ 14,300	\$ 17,500

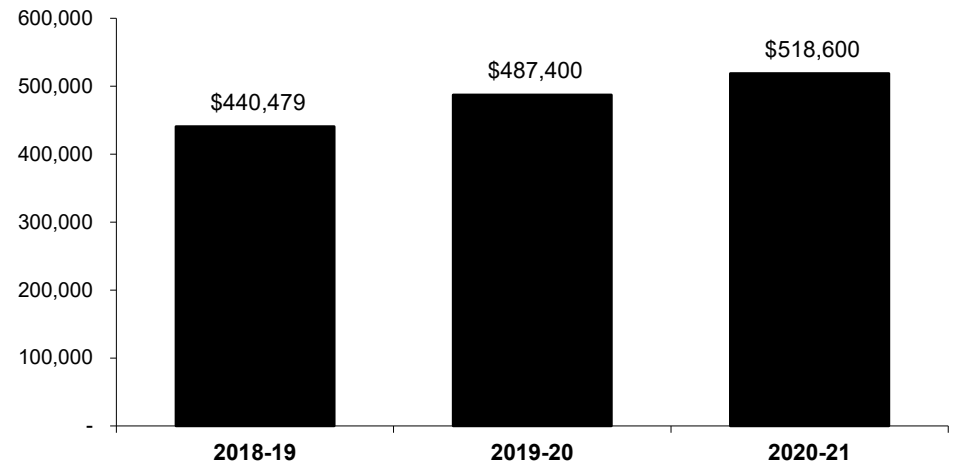
# Circulation (6525)

The Santa Fe Springs Library circulates approximately a total of 176,000 items annually, including 80,000 children's items to 41,000 registered borrowers. Supplies and materials required for the processing of materials and preparation for circulation to the public are budgeted in the Circulation Activity, which includes revenue from library fines and DVD rental fees. Also included are charges for our electronic catalog, RFID maintenance, and copy services for public use.

## Activity Summary

		Final	Manager
	Actual	Est.	Recommended
	FY 2018-19	FY 2019-20	FY 2020-21
Salaries and Benefits	\$ 407,786	446,900	475,900
Maintenance and Operations	55,158	55,700	59,700
Applied Revenues	(22,465)	(15,200)	(17,000)
Activity Total	\$ 440,479	487,400	518,600

## Fiscal Year Comparisons



**Circulation (6525)**  
**(NEW ORG CODE:10105620)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2019-20
111I	510010	CS Lib - Regular Salaries	\$ 102,957	\$ 120,000	\$ 120,000	\$ -	\$ 122,200
115V	510020	CS Lib - PT Salaries	99,029	126,900	116,900	(10,000)	132,600
118I	511010	CS Lib - Lump Sum Payment	-	1,000	1,000	-	-
119I	512310	CS Lib - Applied Benefits	198,639	199,800	199,800	-	211,500
119V	512310	CS Lib - PT Applied Benefits	<u>7,161</u>	<u>9,200</u>	<u>9,200</u>	<u>-</u>	<u>9,600</u>
		Total Salaries and Benefits	407,786	456,900	446,900	(10,000)	475,900
2200	521000	Supplies	6,804	6,200	6,200	-	6,500
4400	542050	Contractual Services	<u>48,354</u>	<u>49,500</u>	<u>49,500</u>	<u>-</u>	<u>53,200</u>
		Total Maintenance and Operations	55,158	55,700	55,700	-	59,700
BN00	425140	Library Fines	(16,407)	(12,100)	(13,200)	(1,100)	(14,000)
BX00	425130	Video Rental Fees	(3,033)	(4,000)	(2,000)	2,000	(3,000)
CE00	430200	Contribution - Association/Private	<u>(3,025)</u>	<u>(3,000)</u>	<u>-</u>	<u>3,000</u>	<u>-</u>
		Total Applied Revenues	(22,465)	(19,100)	(15,200)	3,900	(17,000)
		<b>- Activity Total -</b>	<u>\$ 440,479</u>	<u>\$ 493,500</u>	<u>\$ 487,400</u>	<u>\$ (6,100)</u>	<u>\$ 518,600</u>

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\* Additional detail on following page(s)

**Circulation (6525) - Account Number Detail**

	Mid-Year	Final	
<b><u>Acct #2200</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Technology Supplies	\$ 2,000	\$ 2,000	\$ 2,000
Circulation Supplies	4,200	4,200	4,500
	<u>\$ 6,200</u>	<u>\$ 6,200</u>	<u>\$ 6,500</u>

	Mid-Year	Final	
<b><u>Acct #4400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
VBS Copier	\$ 1,000	\$ 1,000	\$ 1,200
Duplication	500	500	500
RFID Maintenance (ITG)	10,000	10,000	11,000
Title Source III	2,300	2,300	2,300
OCLC Charges	7,000	7,000	7,000
Unique Management (Collections)	2,500	2,500	2,500
AuthorizeNet	500	500	500
ProPay	100	100	100
SMS Notification Service	600	600	600
ILS Vendor	25,000	25,000	27,500
	<u>\$ 49,500</u>	<u>\$ 49,500</u>	<u>\$ 53,200</u>

# Outreach Program (6530)

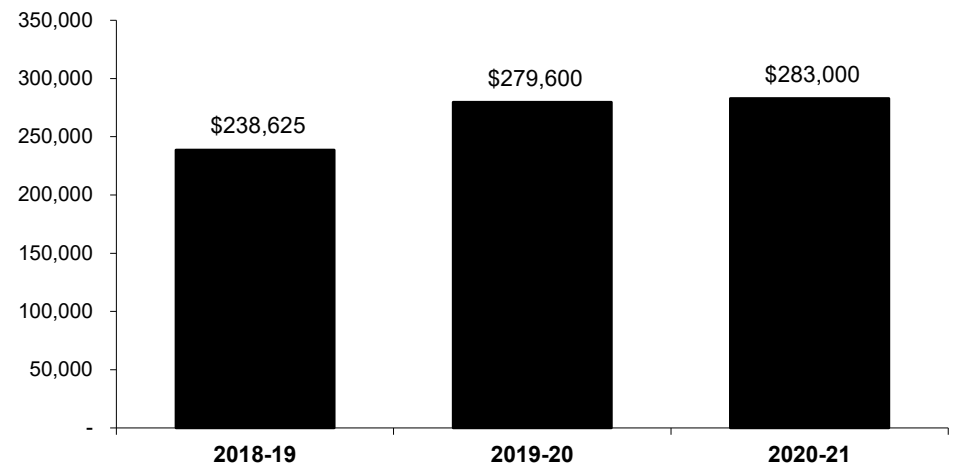
The Santa Fe Springs City Library Outreach Program under the Department of Community Services provides homebound service to patrons that are not able to visit the Library. Library staff made over 100 visits to homebound residents last year. Materials are also delivered to seniors at different senior living facilities such as the Little Lake Village. Additional program components include the Adult Summer Reading Program, SFS Grows, Tuesday Club, Star Wars Reads Day, Novel Idea Book Group, Usual Suspects Mystery Book Group, and the Cultura Y Lectura Spanish Book Club. Building on the recent success of adult programming, the Library is committed to providing the best in programming for adults such as Pub Trivia Night and Food & Films.

Cultural Programs play an important role in the overall program offerings through the Library Services Division, as the programs promote the availability of diverse cultural experiences and celebration of the rich cultural heritage of Santa Fe Springs residents. Traditional program components include First Fridays, and the Bringing Literature to Life annual event for high school students where classics such as The Great Gatsby come to life in the Santa Fe Springs City Library.

## Activity Summary

	Actual FY 2018-19	Final Est. FY 2019-20	Manager Recommended FY 2020-21
Salaries and Benefits	\$ 206,447	259,500	260,800
Maintenance and Operations	46,744	44,700	26,000
Applied Revenues	(14,566)	(24,600)	(3,800)
Activity Total	\$ 238,625	279,600	283,000

## Fiscal Year Comparisons



**Outreach Program (6530)**  
**(NEW ORG CODE:10105625)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111I	510010	CS Lib - Regular Salaries	\$ 56,469	\$ 80,700	\$ 80,700	\$ -	\$ 80,400
115V	510020	CS Lib - PT Salaries	48,941	54,100	54,100	-	51,300
118I	511010	CS Lib - Lump Sum Payment	-	500	500	-	-
119I	512310	CS Lib - Applied Benefits	97,498	120,300	120,300	-	125,400
119V	512310	CS Lib - PT Applied Benefits	3,539	3,900	3,900	-	3,700
		Total Salaries and Benefits	206,447	259,500	259,500	-	260,800
2200	521000	Supplies	14,491	29,900	27,700	(2,200)	7,000
4400	542050	Contractual Services	32,253	18,000	17,000	(1,000)	19,000
		Total Maintenance and Operations	46,744	47,900	44,700	(3,200)	26,000
CE00	430100	Contributions	(800)	(500)	(500)	-	(500)
CE00	430300	Contributions - Corporations	(2,830)	-	-	-	-
DTTG	444000	Federal Tech to Go Grant	(5,100)	(23,400)	(23,400)	-	(2,600)
EA00	442000	State Grants/Subventions	(5,136)	-	-	-	-
EE00	442000	County Grants	(700)	-	(700)	(700)	(700)
		Total Applied Revenues	(14,566)	(23,900)	(24,600)	(700)	(3,800)
		<b>- Activity Total -</b>	<u>238,625</u>	<u>\$ 283,500</u>	<u>\$ 279,600</u>	<u>\$ (3,900)</u>	<u>\$ 283,000</u>

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\* Additional detail on following page(s)

**Outreach Program (6530) - Account Number Detail**

<b><u>Acct #2200</u></b>	<b>Mid-Year FY 2019-20</b>	<b>Final FY 2019-20</b>	<b><u>FY 2020-21</u></b>
First Fridays	\$ 3,000	\$ 2,000	\$ 3,000
Outreach Supplies	25,700	25,700	2,800
Bring Literature to Life	1,200	-	1,200
	<u>\$ 29,900</u>	<u>\$ 27,700</u>	<u>\$ 7,000</u>

<b><u>Acct #4400</u></b>	<b>Mid-Year FY 2019-20</b>	<b>Final FY 2019-20</b>	<b><u>FY 2020-21</u></b>
First Fridays	\$ 10,000	\$ 8,000	\$ 10,000
Duplication	1,800	1,800	1,800
Library Aware	2,000	2,000	2,000
Outreach Services	2,200	5,200	2,200
Bring Literature to Life	2,000	-	3,000
	<u>\$ 18,000</u>	<u>\$ 17,000</u>	<u>\$ 19,000</u>



# Adult Literacy (6535)



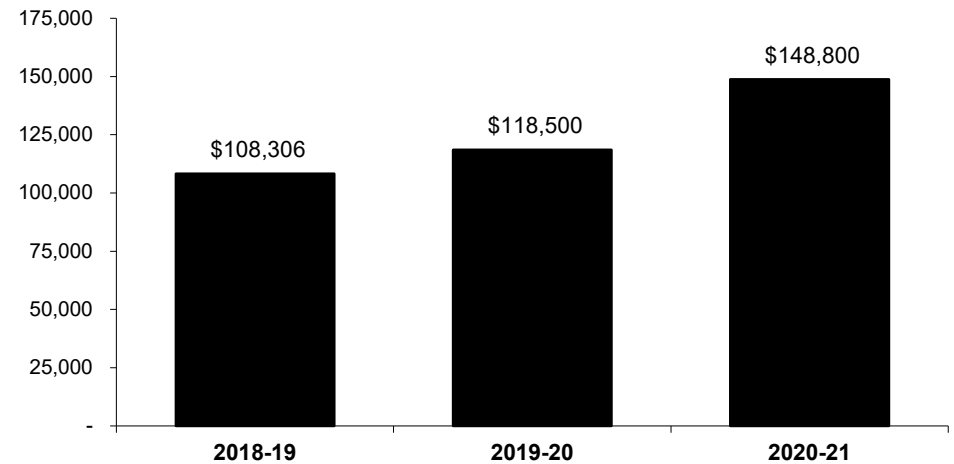
Adult Literacy is an invaluable service that has the potential to significantly improve the quality of life of Santa Fe Springs residents. The Adult Literacy Program is managed by the Library Services Division in the Department of Community Services. It provides free support and assistance to residents above 16 years of age and not enrolled in an educational institution. Literacy students in this program have mastered conversational English and need support in mastering basic reading and writing skills. The Adult Literacy Program is primarily supported by community volunteers; students are matched one-to-one with a volunteer who receives 15 hours of specialized training. Additional program components include a weekly writing class, access to a Reading Lab and a monthly Book Discussion Group. Volunteer tutors and adult literacy students attend an annual Literacy Conference. The Adult Literacy Program is partially subsidized by the State of California Library with a yearly matching grant.



## Activity Summary

		Final	Manager
	Actual	Est.	Recommended
	FY 2018-19	FY 2019-20	FY 2020-21
Salaries and Benefits	\$ 138,071	144,600	161,900
Maintenance and Operations	5,469	8,600	10,900
Applied Revenues	(35,234)	(34,700)	(24,000)
Activity Total	\$ 108,306	118,500	148,800

## Fiscal Year Comparisons



**Adult Literacy (6535)**  
**(NEW ORG CODE:10105630)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111I	510010	CS Lib - Regular Salaries	\$ 42,004	\$ 49,900	\$ 39,900	\$ (10,000)	\$ 48,200
115U	510020	CS Rec - PT Salaries	312	-	-	-	-
115V	510020	CS Lib - PT Salaries	32,639	40,800	40,800	-	40,100
118I	511010	CS Lib - Lump Sum Payment	-	300	300	-	-
119I	512310	CS Lib - Applied Benefits	60,732	70,600	60,600	(10,000)	70,700
119U	512310	CS Rec - PT Applied Benefits	24	-	-	-	-
119V	512310	CS Lib - PT Applied Benefits	<u>2,360</u>	<u>3,000</u>	<u>3,000</u>	<u>-</u>	<u>2,900</u>
		Total Salaries and Benefits	138,071	164,600	144,600	(20,000)	161,900
2200	521000	Supplies	1,800	3,400	2,000	(1,400)	3,400 *
2300	522000	Books	212	800	800	-	1,200
4100	542010	Advertising	21	300	300	-	300
4210	540030	Travel and Meetings	989	1,700	1,700	-	1,700
4220	540010	Memberships	99	600	600	-	600 *
4250	540020	Training	1,714	2,700	2,700	-	2,700 *
4400	542050	Contractual Services	<u>634</u>	<u>1,000</u>	<u>500</u>	<u>(500)</u>	<u>1,000 *</u>
		Total Maintenance and Operations	5,469	10,500	8,600	(1,900)	10,900
CE00	430100	Contributions	(11,200)	(10,500)	(10,500)	-	-
EA00	442000	State Grants/Subventions	<u>(24,034)</u>	<u>(21,000)</u>	<u>(24,200)</u>	<u>(3,200)</u>	<u>(24,000)</u>
		Total Applied Revenues	(35,234)	(31,500)	(34,700)	(3,200)	(24,000)
		<b>- Activity Total -</b>	<u>\$ 108,306</u>	<u>\$ 143,600</u>	<u>\$ 118,500</u>	<u>\$ (25,100)</u>	<u>\$ 148,800</u>

\* Additional detail on following page(s)

**Adult Literacy (6535) - Account Number Detail**

<b><u>Acct #2200</u></b>	<b>Mid-Year <u>FY 2019-20</u></b>	<b>Final <u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Office Supplies	\$ 1,400	\$ 500	\$ 1,400
Tutoring Materials	1,200	700	1,200
Educational Software	<u>800</u>	<u>800</u>	<u>800</u>
	\$ 3,400	\$ 2,000	\$ 3,400

<b><u>Acct #4220</u></b>	<b>Mid-Year <u>FY 2019-20</u></b>	<b>Final <u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
International Reading Association	\$ 150	\$ 150	\$ 150
Pro-Literacy America	200	200	200
Hands-On English	100	100	100
Southern Ca Library Lit Network	<u>150</u>	<u>150</u>	<u>150</u>
	\$ 600	\$ 600	\$ 600

<b><u>Acct #4250</u></b>	<b>Mid-Year <u>FY 2019-20</u></b>	<b>Final <u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Tutoring Books	\$ 600	\$ 600	\$ 600
Training Handbooks	600	600	600
Book Group	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>
	\$ 2,700	\$ 2,700	\$ 2,700

<b><u>Acct #4400</u></b>	<b>Mid-Year <u>FY 2019-20</u></b>	<b>Final <u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Duplication	\$ 500	\$ 500	\$ 500
Book Group Guest Speakers	<u>500</u>	<u>-</u>	<u>500</u>
	\$ 1,000	\$ 500	\$ 1,000

# Children's Literacy (6536)

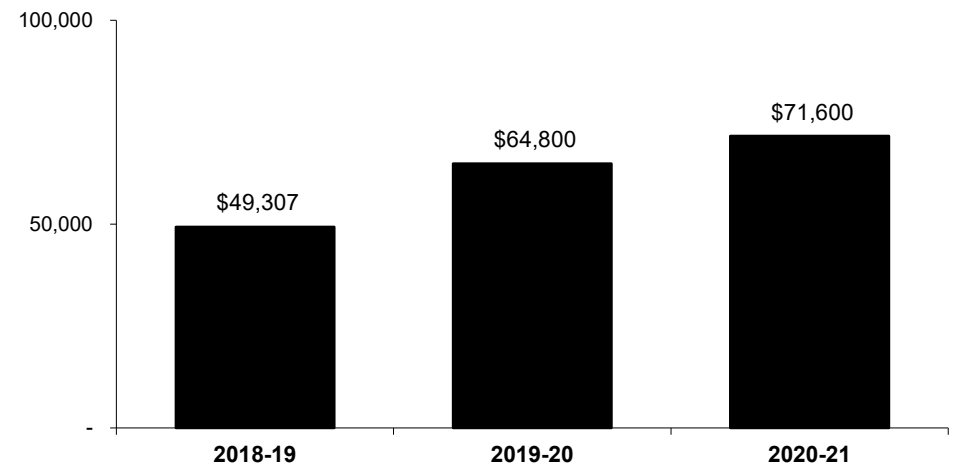
The Santa Fe Springs Children Literacy Program is a well-recognized program through the State of California that provides invaluable service and has the potential to significantly improve children's reading levels ensuring academic success. Under the umbrella of Reading Club, children between the ages 7 to 12 who have scored below grade level in reading and writing can benefit from this service. The Reading Club provides reading and writing assessments twice during the school year, in the fall and in late winter. Reading Club students meet twice a week with a volunteer tutor who receives 12 hours of training. Their families join in through a monthly Family Night to provide support and guidance.

The English Language and Literacy Intensive Program (ELLI) is a critical component of Children's Literacy. It serves children in local schools through weekly supplemental, in-class literacy instructional sessions. The focus is on vocabulary, academic language, listening comprehension and writing. Included throughout the year are book give-aways, Author Month, Santa Letters writing project, and Battle of the Books (BOB) which challenges students to read 30 titles throughout the year and "battle" for first place in May. Also, all students are challenged to read as many books as they can during the school year and are rewarded at the end.

## Activity Summary

	Actual FY 2018-19	Final Est. FY 2019-20	Manager Recommended FY 2020-21
Salaries and Benefits	\$ 50,454	66,900	66,000
Maintenance and Operations	17,218	19,800	21,600
Applied Revenues	(18,366)	(21,900)	(16,000)
Activity Total	\$ 49,307	64,800	71,600

## Fiscal Year Comparisons



**Children's Literacy (6536)**  
**(NEW ORG CODE:10105635)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111I	510010	CS Lib - Regular Salaries	\$ 12,545	\$ 15,000	\$ 15,000	\$ -	\$ 14,400
115U	510020	CS Rec - PT Salaries	-	-	-	-	-
115V	510020	CS Lib - PT Salaries	19,254	29,100	29,100	-	29,000
118I	511010	CS Lib - Lump Sum Payment	-	100	100	-	-
119I	512310	CS Lib - Applied Benefits	17,262	20,600	20,600	-	20,500
119U	512310	CS Rec - PT Applied Benefits	1,393	-	-	-	-
119V	512310	CS Lib - PT Applied Benefits	-	2,100	2,100	-	2,100
		Total Salaries and Benefits	50,454	66,900	66,900	-	66,000
2200	521000	Supplies	5,586	6,500	11,000	4,500	6,500
2300	522000	Books	734	2,500	2,500	-	2,500
4210	540030	Travel and Meetings	206	700	700	-	700
4250	540020	Training	7,130	6,500	3,500	(3,000)	6,500
4400	542050	Contractual Services	3,562	5,400	2,100	(3,300)	5,400
		Total Maintenance and Operations	17,218	21,600	19,800	(1,800)	21,600
CE00	430100	Contributions	(409)	-	(5,900)	(5,900)	-
CE00	430300	Contributions - Corporations	(11,949)	(10,000)	(10,000)	-	(10,000)
EA00	442000	State Grants/Subventions	(6,008)	(5,000)	(6,000)	(1,000)	(6,000)
		Total Applied Revenues	(18,366)	(15,000)	(21,900)	(6,900)	(16,000)
		<b>- Activity Total -</b>	<b>\$ 49,307</b>	<b>\$ 73,500</b>	<b>\$ 64,800</b>	<b>\$ (8,700)</b>	<b>\$ 71,600</b>

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\* Additional detail on following page(s)

**Children's Literacy (6536) - Account Number Detail**

<b><u>Acct #2200</u></b>	<b><u>Mid-Year FY2019-20</u></b>	<b><u>Final FY2019-20</u></b>	<b><u>FY2020-21</u></b>
Reading Club	\$ 1,200	\$ 1,200	\$ 1,200
English Language and Literacy Intensive	1,000	6,900	1,000
Family Night	500	500	500
Author Month	900	900	900
Battle of the Books	1,700	300	1,700
Office	<u>1,200</u>	<u>1,200</u>	<u>1,200</u>
	\$ 6,500	\$ 11,000	\$ 6,500

<b><u>Acct #2300</u></b>	<b><u>Mid-Year FY2019-20</u></b>	<b><u>Final FY2019-20</u></b>	<b><u>FY2020-21</u></b>
Reading Club	\$ 200	\$ 200	\$ 200
English Language and Literacy Intensive	600	600	600
Family Night	400	400	400
Author Month	500	500	500
Battle of the Books	<u>800</u>	<u>800</u>	<u>800</u>
	\$ 2,500	\$ 2,500	\$ 2,500

<b><u>Acct #4250</u></b>	<b><u>Mid-Year FY2019-20</u></b>	<b><u>Final FY2019-20</u></b>	<b><u>FY2020-21</u></b>
Reading Club	\$ 800	\$ 800	\$ 800
English Language and Literacy Intensive	2,000	500	2,000
Family Night	500	500	500
Author Month	1,300	1,300	1,300
Battle of the Books	1,500	-	1,500
Tutor Training	<u>400</u>	<u>400</u>	<u>400</u>
	\$ 6,500	\$ 3,500	\$ 6,500

<b><u>Acct #4400</u></b>	<b><u>Mid-Year FY2019-20</u></b>	<b><u>Final FY2019-20</u></b>	<b><u>FY2020-21</u></b>
Author Visits	\$ 2,500	\$ 2,100	\$ 2,500
Duplication	1,000	-	1,000
Reading Club Handbook and Manipulatives	700	-	700
Equipment Rental	<u>1,200</u>	<u>-</u>	<u>1,200</u>
	\$ 5,400	\$ 2,100	\$ 5,400

# Children & Youth Services (6540)

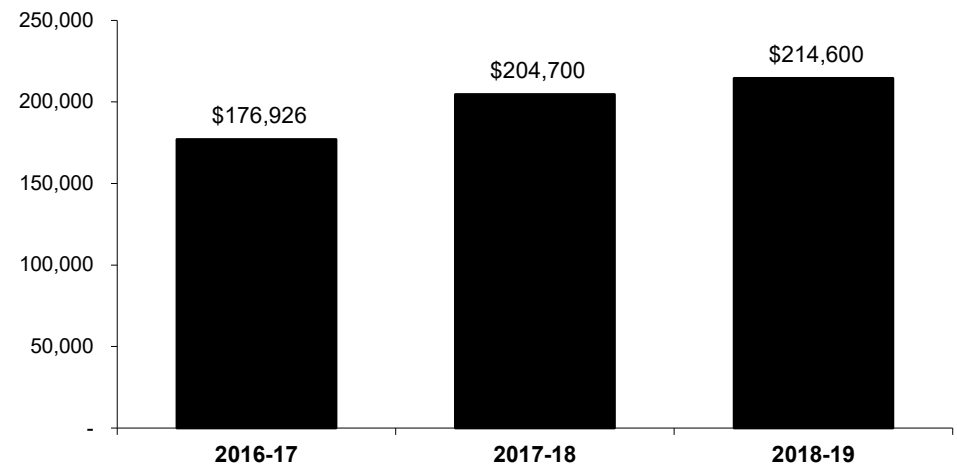
The Children and Youth Services Section of the Library provides services and programs to children and young adults starting at infancy to eighteen years of age. The Santa Fe Springs Library children and young adults collection includes 23,000 children's books and 3,000 books in the young adult collection.

The Children and Youth Services provide a wide variety of activities and events that serve the children and families of Santa Fe Springs, which include the Summer Reading Program, Preschool Storytime, Bilingual Storytime, Sensory Storytime, and holiday celebrations. Approximately 1,200 preschool children participate in the Wednesday morning Preschool Storytime, and approximately 800 children attend summer programs. A STEAM Storytime will be added during FY 2019/20. Youth Services also includes teen programs throughout the year and special programs during the summer.

## Activity Summary

		Final	Manager
	Actual	Est.	Recommended
	FY 2016-17	FY 2017-18	FY 2018-19
Salaries and Benefits	\$ 146,959	177,700	180,600
Maintenance and Operations	30,467	27,500	34,500
Applied Revenues	(500)	(500)	(500)
Activity Total	\$ 176,926	204,700	214,600

## Fiscal Year Comparisons



**Children & Youth Services (6540)**  
**(NEW ORG CODE:10105645)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111I	510010	CS Lib - Regular Salaries	\$ 42,579	\$ 53,600	\$ 53,600	\$ -	\$ 53,700
115T	510020	PW Mtc - PT Salaries	72	-	-	-	-
115V	510020	CS Lib - PT Salaries	21,725	29,300	29,300	-	28,700
118I	511010	CS Lib - Lump Sum Payment	-	300	300	-	-
119I	512310	CS Lib - Applied Benefits	81,007	92,400	92,400	-	96,100
119T	512310	PW Mtc - PT Applied Benefits	5	-	-	-	-
119V	512310	CS Lib - PT Applied Benefits	1,571	2,100	2,100	-	2,100
		Total Salaries and Benefits	146,959	177,700	177,700	-	180,600
2200	521000	Supplies	4,772	5,000	3,000	(2,000)	5,500
2300	522000	Books	17,700	18,000	18,000	-	22,000
4400	542050	Contractual Services	7,995	6,500	6,500	-	7,000
		Total Maintenance and Operations	30,467	29,500	27,500	(2,000)	34,500
CE00	430100	Contributions	(500)	(500)	(500)	-	(500)
		Total Applied Revenues	(500)	(500)	(500)	-	(500)
		<b>- Activity Total -</b>	<b>\$ 176,926</b>	<b>\$ 206,700</b>	<b>\$ 204,700</b>	<b>\$ (2,000)</b>	<b>\$ 214,600</b>

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**Children & Youth Services (6540) - Account Number Detail**

<b><u>Acct #2200</u></b>	<b><u>Mid-Year FY 2019-20</u></b>	<b><u>Final FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Craft Materials (Teens/Children)	\$ 2,500	\$ 1,500	\$ 2,500
Refreshments (Teens/Children)	500	500	500
Incentives/Prizes/Promotional	1,000	-	1,000
Summer Reading Program	<u>1,000</u>	<u>1,000</u>	<u>1,500</u>
	\$ 5,000	\$ 3,000	\$ 5,500

<b><u>Acct #2300</u></b>	<b><u>Mid-Year FY 2019-20</u></b>	<b><u>Final FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Nonfiction	\$ 4,500	\$ 4,500	\$ 5,500
Fiction	3,400	3,400	3,900
Picture Books	1,900	1,900	2,400
Readers	1,900	1,900	2,400
Paperbacks	1,900	1,900	2,400
Board Books	1,900	1,900	2,400
Reference	<u>2,500</u>	<u>2,500</u>	<u>3,000</u>
	\$ 18,000	\$ 18,000	\$ 22,000

<b><u>Acct #4400</u></b>	<b><u>Mid-Year FY 2019-20</u></b>	<b><u>Final FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Summer Book Club Entertainment	\$ 2,000	\$ 2,000	\$ 2,500
Duplication	500	500	500
Teen Programs	500	500	500
Material Processing	<u>3,500</u>	<u>3,500</u>	<u>3,500</u>
	\$ 6,500	\$ 6,500	\$ 7,000

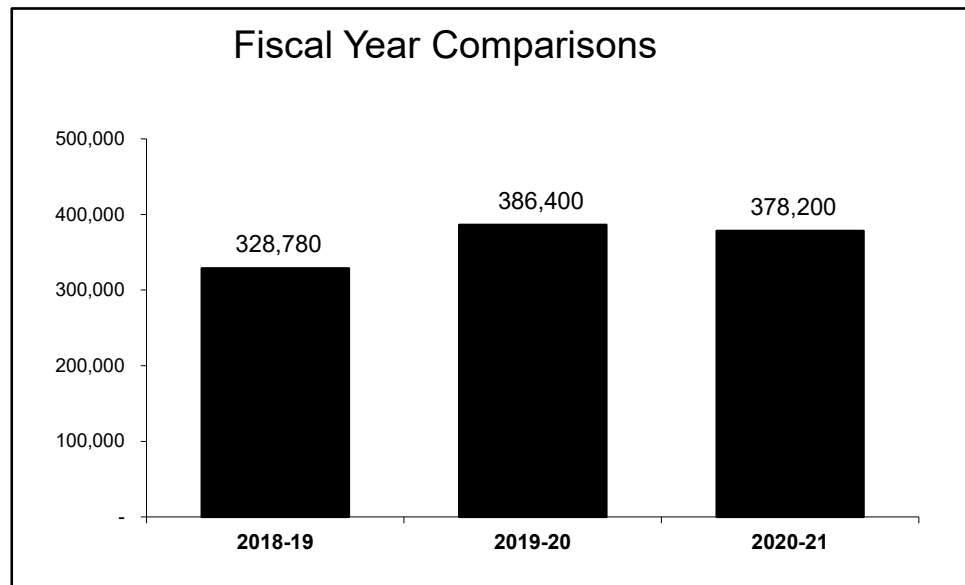
# Multi Media Services (6555)

The City's Library Adult, Audio-Visual and Digital Services in the Department of Community Services maintains and develops the audio-visual collection, which consists of entertainment and non-fiction DVD's, music CD's, foreign language audio CD's, and adult and children's audio books. Approximately 1200 DVD's, CD's and audiobooks are added to the collection each year.

Additional services include an electronic database collection, which now consists of 39 databases ranging in subject from auto repair to health and wellness. Our most popular databases are live-homework help, Mango Languages and those that assist small business, such as A to Z Databases. The Library also provides a variety of E-content, from e-books, e-movies, e-magazines and e-audio. Over the past few years, Library Patrons have come to rely on materials accessed through the City's website.

The Library also manages a print collection for adults comprising of approximately 34,000 volumes and 120 magazine and newspaper subscriptions.

Activity Summary			
	Actual	Final	Manager
	FY 2018-19	Est FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$ 217,477	260,500	243,600
Maintenance and Operations	116,425	125,900	134,600
Applied Revenues	(5,122)	-	-
Activity Total	\$ 328,780	386,400	378,200



**Multi Media Services (6555)**  
**(NEW ORG CODE:10105650)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111I	510010	CS Lib - Regular Salaries	\$ 64,796	\$ 77,300	\$ 77,300	\$ -	\$ 77,500
115V	510020	CS Lib - PT Salaries	35,706	53,700	53,700	-	32,200
118I	511010	CS Lib - Lump Sum Payment	-	400	400	-	-
119I	512310	CS Lib - Applied Benefits	114,393	125,200	125,200	-	131,600
119V	512310	CS Lib - PT Applied Benefits	<u>2,582</u>	<u>3,900</u>	<u>3,900</u>	-	<u>2,300</u>
		Total Salaries and Benefits	217,477	260,500	260,500	-	243,600
2300	522000	Books	41,012	37,500	37,500	-	40,000
2400	523005	Periodicals	9,123	9,000	9,000	-	9,000
2500	523010	Audio-Visual	53,861	66,000	66,000	-	72,000
4400	542050	Contractual Services	<u>12,429</u>	<u>13,400</u>	<u>13,400</u>	-	<u>13,600</u>
		Total Maintenance and Operations	116,425	125,900	125,900	-	134,600
EA00	442000	State Grants/Subventions	<u>(5,122)</u>	-	-	-	-
		Total Applied Revenues	(5,122)	-	-	-	-
		<b>- Activity Total -</b>	<u>\$ 328,780</u>	<u>\$ 386,400</u>	<u>\$ 386,400</u>	<u>\$ -</u>	<u>\$ 378,200</u>

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\* Additional detail on following page(s)

**Multi Media Services (6555) - Account Number Detail**

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #2300</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Paperbacks	\$ 2,500	\$ 2,500	\$ 2,500
Fiction/Best Sellers	12,000	12,000	12,500
Non-Fiction	16,000	16,000	18,000
Large Print/Spanish	<u>7,000</u>	<u>7,000</u>	<u>7,000</u>
	\$ 37,500	\$ 37,500	\$ 40,000

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #2400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Subscriptions EBSCO	\$ 7,000	\$ 7,000	\$ 7,000
Newspapers	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>
	\$ 9,000	\$ 9,000	\$ 9,000

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #2500</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Audio Books	\$ 3,200	\$ 3,200	\$ 3,200
Axis 360 e-books platform	5,500	5,500	5,500
E-Books/Axis-360 Content	4,500	4,500	10,500
Compact Discs	800	800	800
DVD's	12,500	12,500	12,500
Zinio E-Magazines	3,500	3,500	3,500
Hotspot Service	7,000	7,000	7,000
Databases	<u>29,000</u>	<u>29,000</u>	<u>29,000</u>
	\$ 66,000	\$ 66,000	\$ 72,000

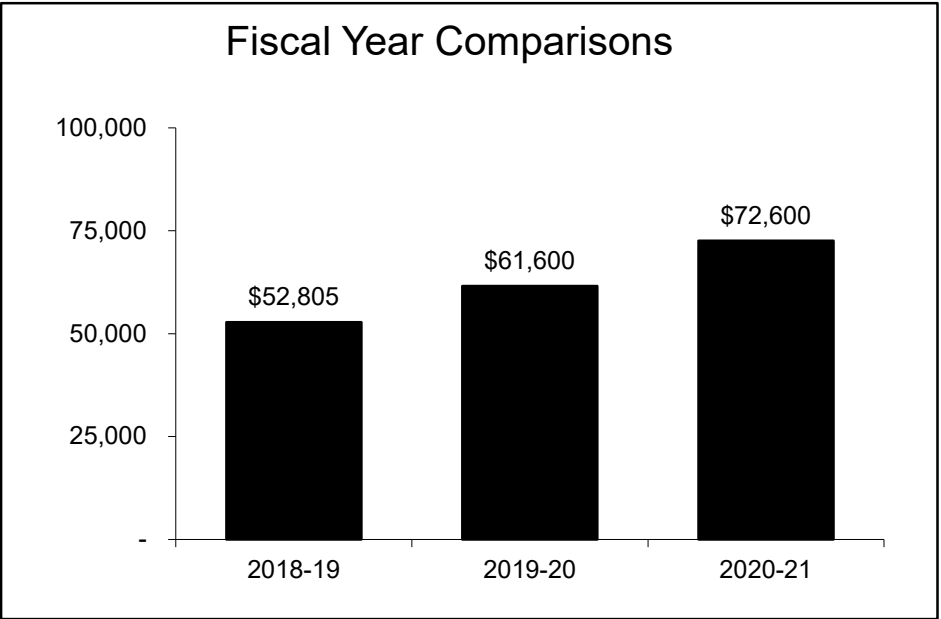
	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #4400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Baker & Taylor Processing/CLS	\$ 8,100	\$ 8,100	\$ 8,100
Direct TV	800	800	1,000
Site License	1,400	1,400	1,400
Midwest Tape Processing	<u>3,100</u>	<u>3,100</u>	<u>3,100</u>
	\$ 13,400	\$ 13,400	\$ 13,600

# Willie Gordon Learning Center

## (6565)

The William C. Gordon Learning Center at the Neighborhood Center serves those who may not be able to visit the main Library on Alburtis. It is equipped with computers and a collection of popular books, audiobooks, magazines, music and DVDs. The facility is staffed by Library Information Desk Assistants who are available for computer and reference assistance. The Summer Reading Satellite Program is also held at the Willie Gordon Learning Center, as well as a popular monthly senior craft. There were about 2000 visits to the Learning Center in 2018-2019.

Activity Summary			
	Actual	Final	Manager
	FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$ 58,528	65,600	74,400
Maintenance and Operations	4,365	6,000	8,200
Applied Revenues	(10,088)	(10,000)	(10,000)
Activity Total	\$ 52,805	61,600	72,600



**Willie Gordon Learning Center (6565)**  
**(NEW ORG CODE:10105655)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111I	510010	CS Lib - Regular Salaries	\$ 16,430	\$ 18,600	\$ 18,600	\$ -	\$ 18,700
114V	510050	CS Lib - PT OT Pay	84	-	-	-	-
115V	510020	CS Lib - PT Salaries	11,240	15,000	15,000	-	21,900
118I	511010	CS Lib - Lump Sum Payment	-	100	100	-	-
119I	512310	CS Lib - Applied Benefits	29,961	30,800	30,800	-	32,200
119V	512310	CS Lib - PT Applied Benefits	813	1,100	1,100	-	1,600
		Total Salaries and Benefits	58,528	65,600	65,600	-	74,400
2200	521000	Supplies	1,028	1,000	1,000	-	1,200
2300	522000	Circulating Materials	3,193	3,000	3,000	-	3,000
4400	542050	Contractual Services	144	4,000	2,000	(2,000)	4,000
		Total Maintenance and Operations	4,365	8,000	6,000	(2,000)	8,200
BH00	470090	Miscellaneous Fees	(88)	-	-	-	-
CE00	430100	Contributions	(10,000)	(10,000)	(10,000)	-	(10,000)
		Total Applied Revenues	(10,088)	(10,000)	(10,000)	-	(10,000)
		- Activity Total -	\$ 52,805	\$ 63,600	\$ 61,600	\$ (2,000)	\$ 72,600

\*

Additional detail on following page(s)

**Willie Gordon Learning Center (6565)**

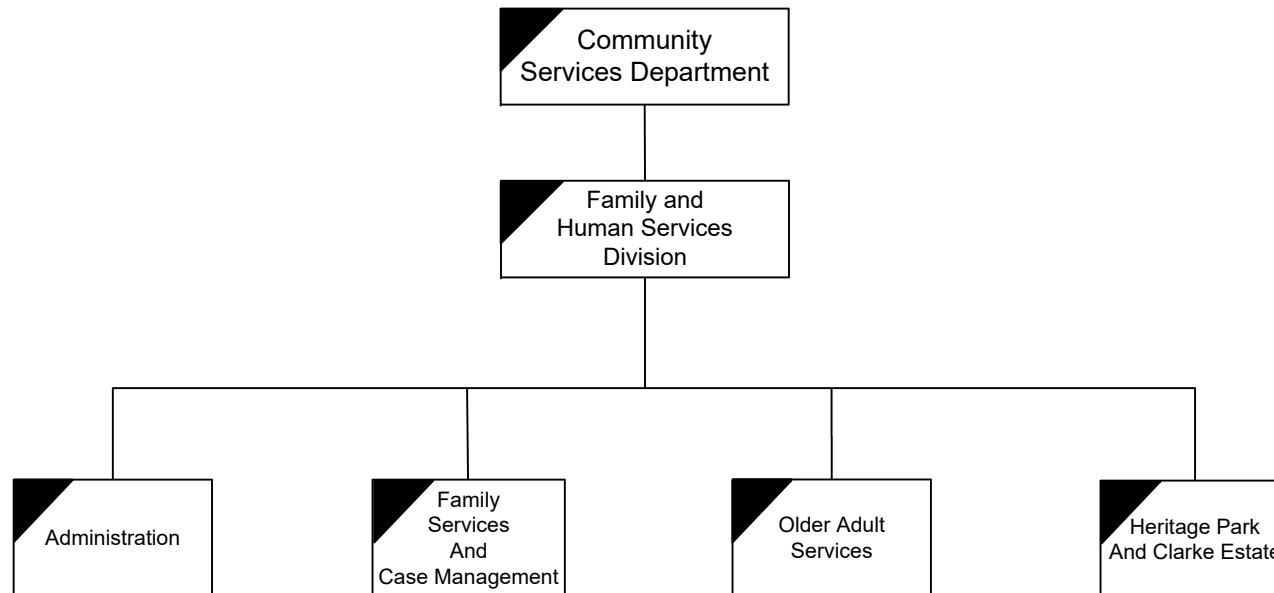
	Mid-Year	Final	
<b><u>Acct #2200</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Computer Supplies	\$ 100	\$ 100	\$ 100
Outreach Supplies	500	500	700
Printer Supplies	300	300	300
General Office Supplies	100	100	100
	<u>\$ 1,000</u>	<u>\$ 1,000</u>	<u>\$ 1,200</u>

	Mid-Year	Final	
<b><u>Acct #4400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Bibliotheca	\$ 1,000	\$ 1,000	\$ 1,000
Summer Reading Program	100	-	100
Book Processing	1,200	1,000	1,200
Family Programs	1,700	-	1,700
	<u>\$ 4,000</u>	<u>\$ 2,000</u>	<u>\$ 4,000</u>

# FAMILY AND HUMAN SERVICES DIVISION

The Family and Human Services Division is one of three divisions comprising the Department of Community Services, that utilizes a collaborative approach to provide essential human services to residents in Santa Fe Springs in the areas of older adult services, family services, social services, case management and facility rentals. In partnership with community-based service providers, the Division of Family and Human Services promotes and supports the well being and healthy development of the community. It cultivates and promotes the importance of family unity, and intergenerational connections. This division also oversees the Clarke Estate and Heritage Park, including all programs and events taking place at these facilities as well as facility rentals.

Below is a chart showing the division's activities. More detailed information is available on the following pages:





# Family and Human Services



## FY 2019-20 Final Estimates & FY 2020-21 Proposed Budget

### Division Summary

Activity		Actual	Mid-Year	Final	Council
Number	Name	FY 2018-19	Budget FY 2019-20	Estimate FY 2019-20	Approved FY 2020-21
7100	Family & Human Services Adm	\$ 432,906	\$ 491,400	\$ 499,800	\$ 544,000
7110	Family Services & Case Management	230,248	255,100	253,300	256,300
7310	School Age Child Care Program	6,837	-	-	-
7320	Preschool Program	36,707	4,000	-	-
7500	Older Adults Services	357,447	410,900	412,300	434,800
<u>7135</u>	<u>Heritage Parks &amp; Clarke Estate Facilities</u>	<u>132,968</u>	<u>316,600</u>	<u>419,500</u>	<u>341,800</u>
Division Totals		<u>\$ 1,197,113</u>	<u>\$ 1,478,000</u>	<u>\$ 1,584,900</u>	<u>\$ 1,576,900</u>

# Family and Human Services



Revised FY 2019-20 & FY 2020-21					
Position Summary					
Full-Time Positions	FY 2019-20	Revised FY 2019-20	Change + or (-)	FY 2020-21	Change + or (-)
Administrative Assistant II	1	1	-	1	-
Community Services Specialist	1	1	-	1	-
Community Services Supervisor	1	1	-	1	-
Family & Human Services Manager	1	1	-	1	-
Human Services Case Worker I	1	1	-	1	-
Human Services Case Worker II	1	1	-	1	-
Program Coordinator	2	2	-	2	-
Total Number of Full-Time Positions	8	8	-	8	-
<u>Part-Time Non-Benefitted Hours</u>					
Total Number of Hours	25,716	25,716	-	25,716	-

# Family & Human Svcs Admin (7100)



The Administration section provides general administrative support to the overall Division of Family and Human Services of the Department of Community Services. Various trainings are provided to division administrative staff and other professional development opportunities are provided through this section in the form of membership to professional associations and attendance to annual conferences. The programming that falls under the division's administrative section are the Family & Human Services Thanksgiving and Neighborly Elf Christmas basket programs and the Gus Velasco Neighborhood Center's (GVNC) facility rentals. The Administration section also includes City Advisory Committees with oversight provided by the Family and Human Services Division. The committees include the Senior Citizens and Family and Human Services Advisory Committees.

The Senior Citizens Advisory Committee serves as an advisory board to plan, recommend, and improve the Older Adult Services in the City of Santa Fe Springs.

The Family and Human Services Advisory Committee was developed to advise the City Council on human services needs that exist in the community and also work with City staff on improving and developing social services programs. The Committee also evaluates existing services/programs and recommends changes to improve service delivery.

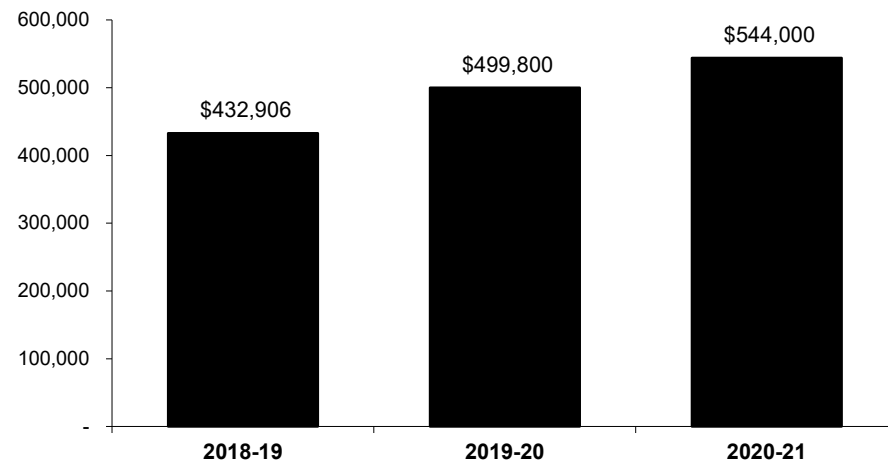


## Activity Summary



	Actual FY 2018-19	Final Est. FY 2019-20	Manager Recommended FY 2020-21
Salaries and Benefits	\$ 444,545	480,000	511,200
Maintenance and Operations	54,281	65,400	72,800
Applied Revenues	(65,920)	(45,600)	(40,000)
Activity Total	\$ 432,906	499,800	544,000

## Fiscal Year Comparisons



**Family & Human Services Administration (7100)**  
**(NEW ORG CODE:10105899)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111G	510010	CS Adm - Regular Salaries	\$ 20,386	\$ 21,300	\$ 21,300	\$ -	\$ 21,500
111J	510010	CS Fam - Regular Salaries	120,153	141,500	141,500	-	146,800
114T	510050	PW Mtc - PT OT Pay	177	-	-	-	-
115T	510020	PW Mtc - PT Salaries	111	-	-	-	-
115U	510020	CS Rec - PT Salaries	80	-	-	-	-
115W	510020	CS Fam - PT Salaries	51,851	44,000	44,000	-	49,000
118J	511010	CS Fam - Lump Sum Payment	-	1,000	-	(1,000)	-
119G	512310	CS Adm - Applied Benefits	37,696	35,000	35,000	-	35,100
119J	512310	CS Fam - Applied Benefits	209,504	234,700	234,700	-	254,900
119U	512310	CS Rec - PT Applied Benefits	14	-	-	-	-
119W	512310	CS Fam - PT Applied Benefits	4,573	3,500	3,500	-	3,900
		Total Salaries and Benefits	444,545	481,000	480,000	(1,000)	511,200
2200	521000	Supplies	10,776	13,700	13,700	-	13,700
3400	534000	Telephone	8,969	12,700	12,700	-	12,700
4210	540030	Travel and Meetings	-	300	300	-	2,000
4220	540010	Memberships	315	500	500	-	500
4250	540020	Training	642	2,000	2,000	-	2,000
4400	542050	Contractual Services	23,979	27,200	27,200	-	32,900
9300	592000	Equipment Usage	9,600	9,000	9,000	-	9,000
		Total Maintenance and Operations	54,281	65,400	65,400	-	72,800
BH00	470090	Miscellaneous Fees	(50)	-	-	-	-
BK00	425210	Facility Use Fees	(51,763)	(40,000)	(28,200)	11,800	(25,000)
CE00	430100	Contributions	(500)	-	-	-	-
CF00	430200	Private Enterprise Contribution	(13,607)	(15,000)	(17,400)	(2,400)	(15,000)
		Total Applied Revenues	(65,920)	(55,000)	(45,600)	9,400	(40,000)
		<b>- Activity Total -</b>	<b>432,906</b>	<b>\$ 491,400</b>	<b>\$ 499,800</b>	<b>\$ 8,400</b>	<b>\$ 544,000</b>

\* Additional detail on following page(s)

**Family & Human Services Administration (7100) - Account Number Detail**

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #2200</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Office Supplies	\$ 1,900	\$ 1,900	\$ 1,900
Miscellaneous Program Supplies	1,000	1,000	1,000
Computer Supplies/Software	1,100	1,100	1,100
Copier, Printer, Fax Supplies	200	200	200
Audio Visual Equipment Maintenance	3,000	3,000	3,000
Neighborly Elf Xmas Program	4,000	4,000	4,000
Turkey Basket Program	2,000	2,000	2,000
Meeting Room Supplies	500	500	500
	<u>\$ 13,700</u>	<u>\$ 13,700</u>	<u>\$ 13,700</u>

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #3400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Telephone Service	\$ 7,200	\$ 7,200	\$ 7,200
Telephone Repair	1,400	1,400	1,400
Cellular Phones	4,100	4,100	4,100
	<u>\$ 12,700</u>	<u>\$ 12,700</u>	<u>\$ 12,700</u>

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #4400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Copier Service Contract	\$ 5,500	\$ 5,500	\$ 9,500
When to Work Staff Scheduling App	-	-	500
Maintenance Case Management Software	3,900	3,900	5,100
FHS Marketing Resources	2,700	2,700	2,700
Duplication	1,200	1,200	1,200
Neighborly Elf Xmas Program	5,200	5,200	5,200
Turkey Basket Program	2,200	2,200	2,200
Activenet	4,700	4,700	4,700
Cable TV	1,800	1,800	1,800
	<u>\$ 27,200</u>	<u>\$ 27,200</u>	<u>\$ 32,900</u>

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #CF00 (Private Enterprise Contribution)</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Holiday Basket Donation	\$ (15,000)	\$ (17,400)	\$ (15,000)
	<u>\$ (15,000)</u>	<u>\$ (17,400)</u>	<u>\$ (15,000)</u>

# Family Services & Case Management (7110)

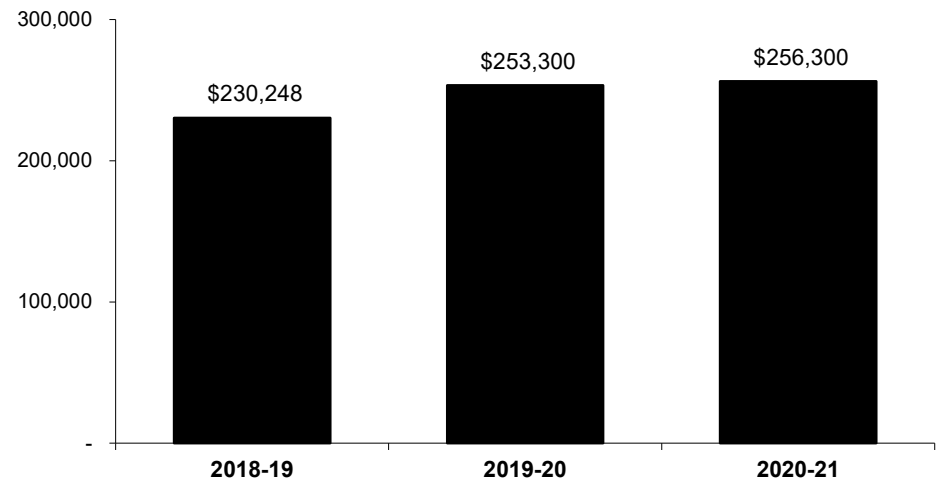
The Family Services & Case Management Section is one of four sections (Administration, Older Adult Services, Family Services & Case Management and Child Care and Development Services) in the Division of Family and Human Services under the Department of Community Services. It provides outreach, information, and services for youth and their families who live and work in the city. The section cultivates and promotes the importance of family unity, and intergenerational connections. Staff works closely together with the local schools, outside community organizations, and county departments to explore, create and nurture the needs of families in our community. The Family Services Section provides a wide array of services through the Gus Velasco Neighborhood Center servicing over 15,000 clients annually. Services are available for residents including educational workshops, legal services, volunteer income tax assistance program, utility assistance, and case management. Case management includes client assessment, advocacy, and referrals. We also offer financial assistance to Santa Fe Springs families in crisis.

Family Services & Case Management offers a Student Intern Program. Case management has partnered with local universities to provide undergraduate social work students with valuable field work experience, working with families, older adults, and the community at large.

## Activity Summary

	Actual FY 2018-19	Final Est. FY 2019-20	Manager Recommended FY 2020-21
Salaries and Benefits	\$ 219,918	235,800	237,500
Maintenance and Operations	14,990	39,400	40,800
Applied Revenues	(4,660)	(21,900)	(22,000)
Activity Total	\$ 230,248	253,300	256,300

## Fiscal Year Comparisons



**Family Services & Case Management (7110)**  
**(NEW ORG CODE:10105820)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111J	510010	CS Fam - Regular Salaries	\$ 46,256	\$ 53,900	\$ 53,900	\$ -	\$ 55,500
112J	510070	CS Fam - Acting Pay	459	-	-	-	-
114J	510040	CS Fam - OT Pay	-	2,000	-	(2,000)	-
115U	510020	CS Rec - PT Salaries	173	-	-	-	-
115W	510020	CS Fam - PT Salaries	83,394	86,200	86,200	-	80,700
118J	511010	CS Fam - Lump Sum Payment	-	300	300	-	-
119J	512310	CS Fam - Applied Benefits	82,266	88,500	88,500	-	94,900
119U	512310	CS Rec - PT Applied Benefits	13	-	-	-	-
119W	512310	CS Fam - PT Applied Benefits	7,357	6,900	6,900	-	6,400
		Total Salaries and Benefits	219,918	237,800	235,800	(2,000)	237,500
2200	521000	Supplies	10,947	17,100	17,100	-	17,100
4210	540030	Travel and Meetings	-	100	100	-	100
4220	540010	Memberships	-	500	500	-	500
4250	540020	Training	-	1,000	1,000	-	1,000
4400	542050	Contractual Services	3,131	2,100	700	(1,400)	2,100
6300	813005	Family/Human Svcs Advisory Comm Fund	912	20,000	20,000	-	20,000
		Total Maintenance and Operations	14,990	40,800	39,400	(1,400)	40,800
BH00	470090	Miscellaneous Fees	(220)	-	-	-	-
CE00	430300	Contributions	(912)	(20,000)	(20,000)	-	(20,000)
CF00	430200	Private Enterprise Contributions	(3,528)	(3,500)	(1,900)	1,600	(2,000)
		Total Applied Revenues	(4,660)	(23,500)	(21,900)	1,600	(22,000)
		- Activity Total -	230,248	\$ 255,100	\$ 253,300	\$ (1,800)	\$ 256,300

\* Additional detail on following page(s)

**Family Services & Case Management (7110) - Account Number Detail**

<b><u>Acct #2200</u></b>	<b>Mid-Year FY 2019-20</b>	<b>Final FY 2019-20</b>	<b>FY 2020-21</b>
Office Supplies	\$ 4,600	\$ 4,600	\$ 4,500
Supplies - Camperships	1,600	1,600	3,000
Family Services Programming	800	800	500
Computer Supplies	1,600	1,600	1,500
Legal Services/Meals for attorneys	1,000	1,000	500
Back to School Backpack Supply Program	1,200	1,200	1,200
Vita Program	1,600	1,600	1,200
Food Pantry	4,700	4,700	4,700
	<u>\$ 17,100</u>	<u>\$ 17,100</u>	<u>\$ 17,100</u>

<b><u>Acct #4400</u></b>	<b>Mid-Year FY 2019-20</b>	<b>Final FY 2019-20</b>	<b>FY 2019-20</b>
Family Services Programming	\$ 700	\$ 700	\$ 700
Back to School Backpack Supply Program	1,400	-	1,400
	<u>\$ 2,100</u>	<u>\$ 700</u>	<u>\$ 2,100</u>

<b><u>Acct #CE00 (Contributions)</u></b>	<b>Mid-Year FY 2019-20</b>	<b>Final FY 2019-20</b>	<b>FY 2019-20</b>
FHS Fund	\$ (20,000)	\$ (20,000)	\$ (20,000)
	<u>\$ (20,000)</u>	<u>\$ (20,000)</u>	<u>\$ (20,000)</u>

<b><u>Acct #CF00 (Private Enterprise Contributions)</u></b>	<b>Mid-Year FY 2019-20</b>	<b>Final FY 2019-20</b>	<b>FY 2019-20</b>
Back to School Backpack Program	\$ (3,500)	\$ (1,900)	\$ (2,000)
	<u>\$ (3,500)</u>	<u>\$ (1,900)</u>	<u>\$ (2,000)</u>



# Heritage Park & Clarke Estate Facilities (7135)



As of July 1, 2018, Heritage Park and Clarke Estate Facilities will now operate under the Family and Human Services Division.

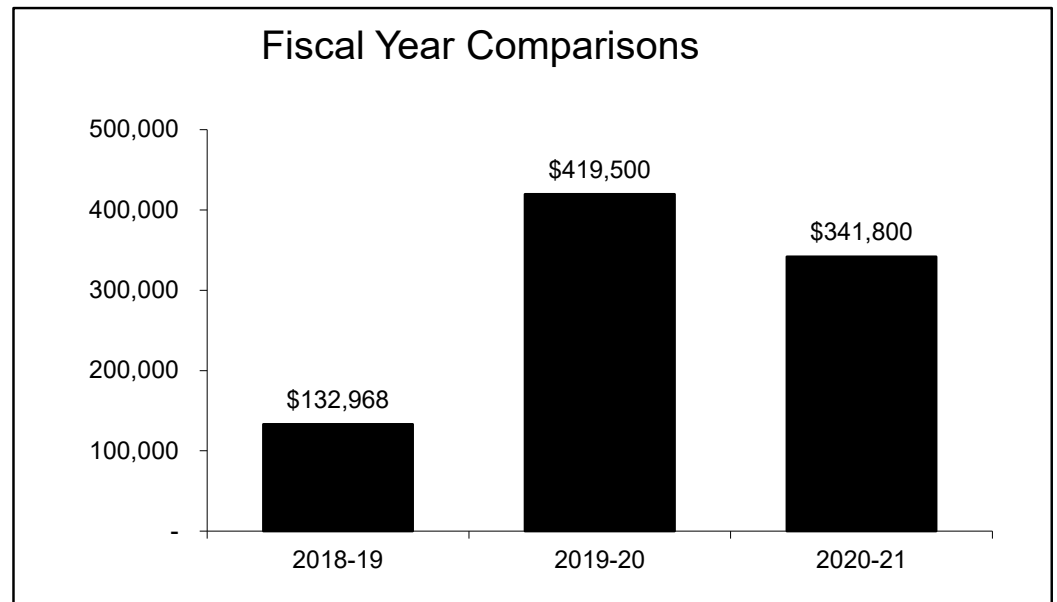
Heritage Park is a historic site. The buildings and grounds are restorations of an elegant ranch that prospered in the late 1800's and have been restored and registered as a State of California Historical site. The park hosts special events, meetings, weddings, photos sessions and educational tours.

The Clarke Estate, built in 1919, is listed in the registrar of Historical places with the California State Department of Parks and Recreation. The venue provides for an intimate outdoor venue used for weddings, receptions, ceremonies, and other seasonal events. The Clarke Estate is open on Tuesdays, Fridays and the first Sunday of the month for guided tours.

Annual signature events at Heritage Park include Children's Day, Concerts at the Park, Family Movie Nights, Las Posadas, and Dia De Los Muertos that have strong cultural and historical significance. Both sites house unique art components from bronze sculptures and tiled fountains to accurate restoration of historical buildings.



Activity Summary			
	Final FY 2018-19	Final Est. FY 2019-20	Manager Recommended FY 2020-21
Salaries and Benefits	\$ 327,926	463,800	493,500
Maintenance and Operations	57,319	53,300	53,300
Applied Revenues	(252,277)	(97,600)	(205,000)
Activity Total	\$ 132,968	419,500	341,800



**Heritage Park & Clarke Estate Facilities (7135)**  
**(NEW ORG CODE:10105840)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111J	510010	CS Fam - Regular Salaries	\$ 80,796	\$ 112,200	\$ 112,200	\$ -	\$ 118,700
114W	510050	CS Fam - PT OT Pay	10	-	-	-	-
115U	510020	CS Rec - PT Salaries	1,049	-	-	-	-
115W	510020	CS Fam - PT Salaries	120,650	158,900	158,900	-	162,000
118J	511010	CS Fam - Lump Sum Payment	-	800	800	-	-
119J	512310	CS Fam - Applied Benefits	114,601	179,300	179,300	-	200,000
119U	512310	CS Rec - PT Applied Benefits	155	-	-	-	-
119W	512310	CS Fam - PT Applied Benefits	10,665	12,600	12,600	-	12,800
		Total Salaries and Benefits	327,926	463,800	463,800	-	493,500
2200	521000	Supplies	16,593	13,300	13,300	-	13,300
4400	542050	Contractual Services	39,726	39,000	39,000	-	39,000
9300	592000	Equipment Usage	1,000	1,000	1,000	-	1,000
		Total Maintenance and Operations	57,319	53,300	53,300	-	53,300
BL00	425100	Participant Fees	(7,692)	(8,500)	(4,000)	4,500	(5,000)
BK00	425210	Facility Use Fees	(244,435)	(180,000)	(92,500)	87,500	(190,000)
BZ02	470071	Caterer / Bartender Fees	-	(12,000)	(1,100)	10,900	(10,000)
CE00	430100	Contributions	(150)	-	-	-	-
		Total Applied Revenues	(252,277)	(200,500)	(97,600)	102,900	(205,000)
		- Activity Total -	\$ 132,968	\$ 316,600	\$ 419,500	\$ 102,900	\$ 341,800
ACTIVITY #10105840 - HERITAGE PARK & CLARKE ESTATE FACILITIES. HERITAGE PARK & CLARKE ESTATE SEPARATED FROM ACTIVITY 6246 (RENTAL FACILITES) AND MOVED INTO NEW ACTIVITY (10105840) FOR FY 2018-19 AND GOING FORWARD.							

\* Additional detail on following page(s)

**Heritage Park & Clarke Estate Facilities (10105840)**

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #2200</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Special Events	\$ 4,000	\$ 4,000	\$ 4,000
Bird Food Supplies	2,500	2,500	2,500
Office Supplies	4,000	4,000	4,000
Kitchen Supplies	1,800	1,800	-
Program Supplies (Art Camp @ Heritage Park)	1,000	1,000	2,800
	<u>\$ 13,300</u>	<u>\$ 13,300</u>	<u>\$ 13,300</u>

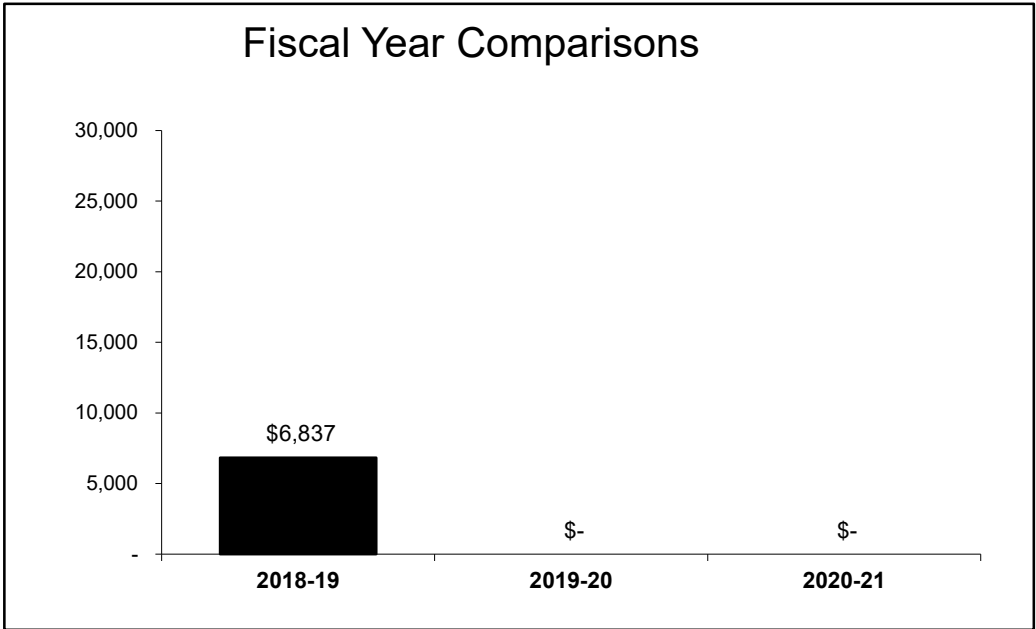
	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #4400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Printing	\$ 2,000	\$ 2,000	\$ -
Duplication	600	600	-
Artwork/Photography	1,000	1,000	-
Rentals/Events	5,000	5,000	3,000
Entertainment Services	7,600	7,600	-
Summer Concert / Movie Series	-	-	10,200
Dia De Los Muertos	3,000	3,000	5,000
Catering	1,000	1,000	-
Las Posadas	-	-	4,000
PA Repair and Equipment	1,500	1,500	1,500
Pioneer Living (formerly Children's Day)	3,500	3,500	3,500
Merchant Services (Credit Card Fees)	1,700	1,700	1,700
Signage	2,000	2,000	2,000
Activenet Fees	8,100	8,100	8,100
Exhibit Design and Typesetting	2,000	2,000	-
	<u>\$ 39,000</u>	<u>\$ 39,000</u>	<u>\$ 39,000</u>

# School Age Child Care Program (7310)

Effective July 1, 2019, the Child Care & Development Program will no longer be operated by the City. On July 1 2018, The City Council elected to subcontract the program to Options for Learning. Options for Learning is a non-profit agency that specializes in operating state funded child care and development programs.

The School Age Child Care Program will continue to operate under Options for Learning. It will continue to provide child care and development services to children in kindergarten through 6th grade out of two City facilities, Los Nietos Park and on the campus of the Lakeview Elementary School (lease agreements have also been approved by City Council). This program will operate before and after school; hours of operation are from Monday through Friday from 6:30 a.m. until children go to school and after school until 6:00 p.m.

Activity Summary			
	Actual	Final	Manager
	FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$ 5,429	-	-
Maintenance and Operations	1,451	-	-
Applied Revenues	(43)	-	-
Activity Total	\$ 6,837	-	-



**School Age Child Care Program (7310)**  
**(NEW ORG CODE:10583501)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Manager Recommended FY 2020-21
111J	510010	CS Fam - Regular Salaries	\$ 1,552	\$ -	\$ -	\$ -
115W	510020	CS Fam - PT Salaries	691	-	-	-
119J	512310	CS Fam - Applied Benefits	2,764	-	-	-
119W	512310	CS Fam - PT Applied Benefits	422	-	-	-
		Total Salaries and Benefits	5,429	-	-	-
4900	544020	Intergovernmental Charges	1,451	-	-	-
9300	592000	Equipment Usage	-	-	-	-
		Total Maintenance and Operations	1,451	-	-	-
BH00	470090	Miscellaneous Fees	(43)	-	-	-
EF00	442000	State Grant/Food Program	-	-	-	-
		Total Applied Revenues	(43)	-	-	-
		<b>- Activity Total -</b>	<u>6,837</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
		<b>OPTIONS TOOK OVER CHILDCARE</b>				

\* Additional detail on following page(s)

# Preschool Program (7320)

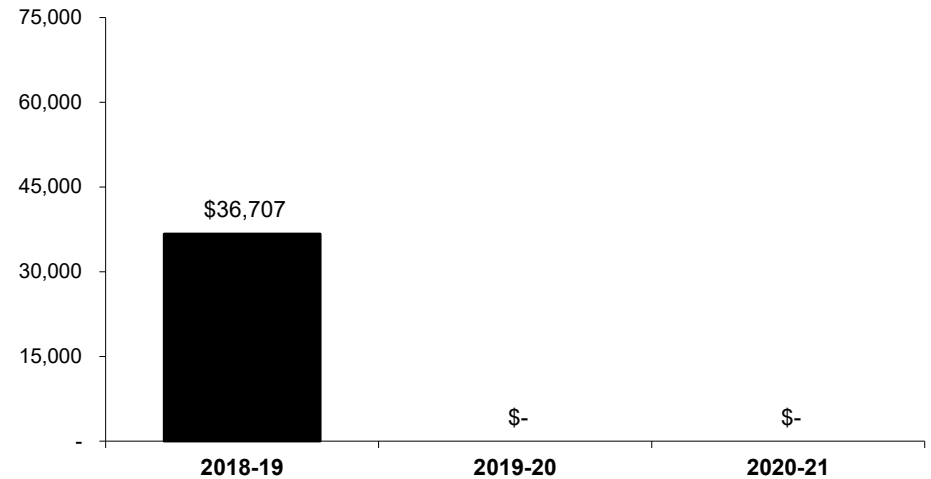
Effective July 1, 2019, the Child Care & Development Program will no longer be operated by the City. On July 1, 2018 the City Council elected to subcontract the program to Options for Learning. Options for Learning is a non-profit agency that specializes in operating state funded child care and development programs.

Options for Learning will offer Full and Half Day Child Care and Preschool Programs to children ages two to five years old. This program is located in two sites. Los Nietos Park Child Care Center and at the Gus Velasco Neighborhood Center (lease agreements have also been approved by City Council). The programs will operate Monday through Friday, year round. The program is designed to provide early learning experiences to prepare children for success in school and in later years. A carefully planned curriculum exposes children to a variety of activities in a culturally sensitive environment that encourages language, literacy, math, science, social and emotional development.

## Activity Summary

	Actual	Final	Manager
	FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$ 25,761	-	-
Maintenance and Operations	10,946	-	-
Applied Revenues	-	-	-
Activity Total	\$ 36,707	-	-

## Fiscal Year Comparisons



**Preschool Program (7320)**  
**(NEW ORG CODE:10583502)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Manager Recommended FY 2020-21
111J	510010	CS Fam - Regular Salaries	\$ 5,405	\$ -	\$ -	\$ -
115W	510020	CS Fam - PT Salaries	92	-	-	-
118J	511010	CS Fam - Lump Sum Payments	2,300	-	-	-
119J	512310	CS Fam - Applied Benefits	16,938	-	-	-
119W	512310	CS Fam - PT Applied Benefits	1,026	-	-	-
		Total Salaries and Benefits	25,761	-	-	-
3400	534000	Telephone	1,323	-	-	-
4400	542050	Contractual Services	9,623	4,000	-	-
4900	544020	Intergovernmental Charges	-	-	-	-
9300	592000	Equipment Usage	-	-	-	-
		Total Maintenance and Operations	10,946	4,000	-	-
BF00	425201	State Subsidized Full-Day Fees	-	-	-	-
BH00	470090	Miscellaneous Fees	-	-	-	-
BL01	425215	Parent Fees	-	-	-	-
BUTA	425220	Mexican American Opportunity Foundation	-	-	-	-
DF00	444000	Child Care Food Program	-	-	-	-
EA00	442000	State Grants/Subventions	-	-	-	-
EF00	442000	State-Child Care Food Program	-	-	-	-
		Total Applied Revenues	-	-	-	-
		- Activity Total -	\$ 36,707	\$ 4,000	\$ -	\$ -
		<b>OPTIONS TOOK OVER CHILDCARE</b>				

\* Additional detail on following page(s)

**Preschool Program (7320) - Account Number Detail**

	Mid-Year	Final	
<b><u>Acct #2200</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Miscellaneous Supplies	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -

	Mid-Year	Final	
<b><u>Acct #4400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Enrichment Programs	\$ -	\$ -	\$ -
Copier Lease	-	-	-
T-1 Line Router Service/Equipment/Mtc	-	-	-
Lease	-	-	-
CC3	-	-	-
Audit	4,000	-	-
	\$ 4,000	\$ -	\$ -



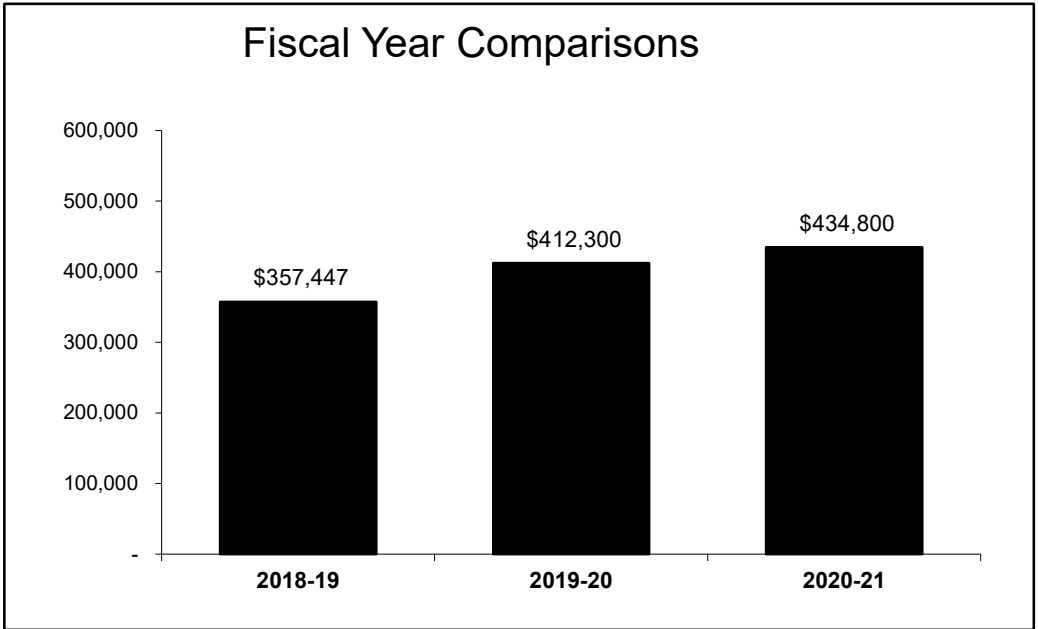
# Older Adults Services (7500)



The Older Adult Services provides a wide variety of activities and services to over 30,000 older adults every year out of the Gus Velasco Neighborhood Center (GVNC). Carefully designed program offerings provide for a multi-disciplinary approach to support quality of life attributes in four specific categories: (1) baby boomers (53 – 60 year of age); (2) older active adults (60 – 70 years of age); (3) the elderly (70+); and, (4) the home-bound seniors. Services are customized to meet the current needs of each population. This section also provides staff support to three senior clubs who utilize the GVNC.

An on-site nutrition lunch program for seniors 60+ years of age out of the Gus Velasco Neighborhood Center and a homebound meal program for the senior population restricted to home care are provided through contractual services with the Southeast Area of Social Services Funding Authority (SASSFA). Access to transportation is made available through Access, Santa Fe Springs Transportation and taxi vouchers for senior residents who require transportation assistance to medical appointments.

Activity Summary			
		Final	Manager
	Actual	Est.	Recommended
	FY 2018-19	FY 2019-20	FY 2020-21
Salaries and Benefits	\$ 329,363	371,200	392,000
Maintenance and Operations	38,092	48,800	49,800
Applied Revenues	(10,008)	(7,700)	(7,000)
Activity Total	\$ 357,447	412,300	434,800



**Older Adults Services (7500)**  
**(NEW ORG CODE:10105830)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111J	510010	CS Fam - Regular Salaries	\$ 95,440	\$ 112,900	\$ 112,900	\$ -	\$ 115,900
115U	510020	CS Rec - PT Salaries	173	-	-	-	-
115W	510020	CS Fam - PT Salaries	64,274	69,400	69,400	-	73,600
118J	511010	CS Fam - Lump Sum Payments	-	600	600	-	-
119J	512310	CS Fam - Applied Benefits	163,794	182,800	182,800	-	196,700
119U	512310	CS Rec - PT Applied Benefits	13	-	-	-	-
119W	512310	CS Fam - PT Applied Benefits	5,669	5,500	5,500	-	5,800
		Total Salaries and Benefits	329,363	371,200	371,200	-	392,000
2200	521000	Supplies	16,949	16,000	20,000	4,000	20,000
4220	540010	Memberships	150	500	500	-	500
4250	540020	Training	-	1,500	1,500	-	2,500
4400	542050	Contractual Services	11,993	21,800	17,800	(4,000)	17,800
9300	592000	Equipment Usage	9,000	9,000	9,000	-	9,000
		Total Maintenance and Operations	38,092	48,800	48,800	-	49,800
BL00	425100	Participant Fees	(9,763)	(9,000)	(7,700)	1,300	(7,000)
CE00	430100	Contributions	(245)	(100)	-	100	-
		Total Applied Revenues	(10,008)	(9,100)	(7,700)	1,400	(7,000)
		<b>- Activity Total -</b>	<b>\$ 357,447</b>	<b>\$ 410,900</b>	<b>\$ 412,300</b>	<b>\$ 1,400</b>	<b>\$ 434,800</b>

\* Additional detail on following page(s)

**Older Adults Services (7500) - Account Number Detail**

<b><u>Acct #2200</u></b>	<b><u>Mid-Year FY 2019-20</u></b>	<b><u>Final FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Office Supplies	\$ 5,750	\$ 5,750	\$ 5,750
Nutrition Program	4,000	4,000	4,000
Classes	1,000	1,000	1,000
Theme Events	4,250	8,250	8,250
Fitness Centers	1,000	1,000	1,000
	<u>\$ 16,000</u>	<u>\$ 20,000</u>	<u>\$ 20,000</u>

<b><u>Acct #4400</u></b>	<b><u>Mid-Year FY 2019-20</u></b>	<b><u>Final FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Entertainment	\$ 9,000	\$ 5,000	\$ 5,000
Duplication	600	600	600
Fitness Centers	1,000	1,000	1,000
Theme Events	3,200	3,200	3,200
Instructors	8,000	8,000	8,000
	<u>\$ 21,800</u>	<u>\$ 17,800</u>	<u>\$ 17,800</u>

<b><u>Acct #BL00</u></b>	<b><u>Mid-Year FY 2019-20</u></b>	<b><u>Final FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Theme Events	\$ (8,500)	\$ (7,700)	\$ (6,500)
Fitness Center Memberships (Non-Residents)	<u>(500)</u>	<u>-</u>	<u>(500)</u>
	<u>\$ (9,000)</u>	<u>\$ (7,700)</u>	<u>\$ (7,000)</u>

# Capital Improvement Program



The City's Capital Improvement Plan (CIP) is short-range (3-5 years) which identifies capital projects selected by the City Council CIP Subcommittee and approved by the City Council. The CIP project list includes community services facilities, public safety facilities, streets and technology projects.

The CIP Subcommittee uses the following criteria in making their selections:

- Projects that eliminate, mitigate and manage risks and contribute to the safety and welfare of the public;
- Projects that protect and maintain City assets, facilities and infrastructure; and
- Projects that contribute to overall quality of life for residents and businesses

The CIP projects are funded by:

- a) The General Fund in the targeted amount of \$2.8 million annually. A portion of these funds is the City Council designated allocation of 1.5% of the City's 5% Utility User's Tax;
- b) The City's Transportation Fund; and
- c) Bond proceeds in the amount of \$19.3 million from tax allocation bonds issued by the former Community Development Commission. The State Department of Finance approved an Agreement giving the City Council authority to spend bond proceeds on capital projects effective July 1, 2014.

The CIP Subcommittee provides direction to staff on project development and priorities. The City Council approves all individual project budgets and capital expenditures.



# CAPITAL IMPROVEMENT PLAN

## FY 2020-21 Budget

	Activity No	Capital Improvement Projects	Project Budget
1	454-397-C389	City Street / Parking Lot Light LED Study	\$ 21,000
2	455-397-S022	Town Center Plaza - Landscaping (Design)	377,000
3	455-397-S025	Town Center Phase 2 - Kiosks, Signage & Furniture (Design)	136,000
4		Town Center Plaza Improvements - City Hall Parking Lot (est. \$2.5M)	-
5	WT195002	Whittier Water Connection (Rivera Road) - (Design)	65,000
6		Water Well No 12 Treatment (Borate Street) (est. \$ 3.5M)	-
7	P.O. 2200014	Joslin Drainage Improvements (Design)	10,000
8		Underpass Pumps - Florence Replacement Pumps (est. \$260K)	-
9	PW200501	Three Year Street Improvement Plan - Year 3 -(Los Nietos Road, Lakeland Road & Meyer Road)	5,725,128
10	453-397-B046	Florence Ave Widening (Orr and Day Rd to Pioneer Blvd.)	3,850,000
11		Rosecrans/Marquardt Grade Separation (Design) - Metro Lead Agency (est. \$155M)	-
12		"Hot Spots" Arterial Intersections (Carmenita/Telegraph) - LA County Lead Agency (est. \$500K)	-
13	453-397-B048	"Hot Spot" Arterial Intersection Valley View / Alondra	2,667,000
14	453-397-B049	"Hot Spot" Arterial Intersection Valley View / Rosecrans	824,000
15	PW200102	Park Scoreboard & Backboard Replacement (Los Nietos/LCAP/SFS/Little Lake/SFS Athletic Fields)	260,000
16	PW200101	Horseshoe Pit Renovation (Los Nietos - SFS - Little Lake Parks) - Calderon Fund	39,000
17	PW200101	Paint City Facility's (Los Nietos - SFS - Little Lake Parks) - Calderon Fund	81,400
18	PW200101	Parking Lot Improvements (Los Nietos - SFS - Little Lake Parks) - Calderon Fund	1,593,750
19	PW200101	Furnish and Install New Cabinets (SFS Park Rec Building) - Calderon Fund	4,000
20	PW200101	Native American Pond at Heritage Park - Calderon Fund	276,250
21	PW200101	Refurbish Train Box Car and Paint Engine, Caboose and Box Car (Heritage Park) - Calderon Fund	125,000
22	PW200101	Renovate Bus Shelter (Little Lake Park) - Calderon Fund	20,200
23	455-397-S028	Snake Fountain Repairs	150,000
	<b>TOTAL</b>		<b>\$ 16,224,728</b>

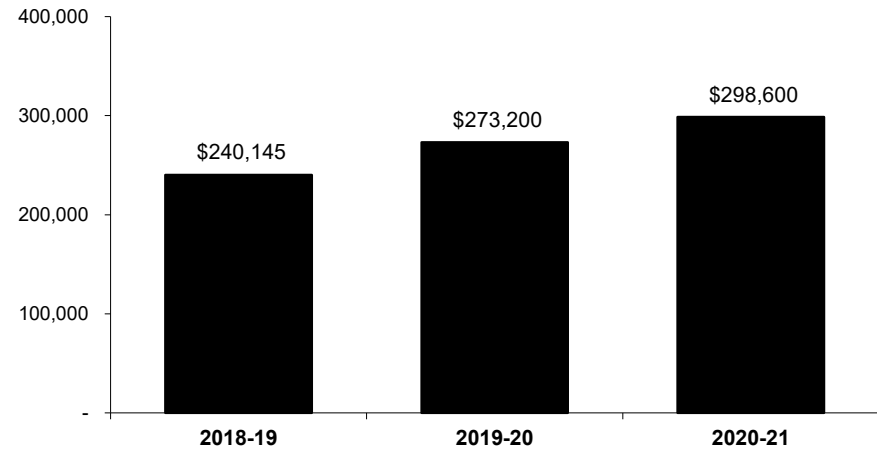
# Capital projects administration (2450)

The Capital Projects Administration activity reflects general management costs for the City's Capital Improvement Program that are not specifically allocated to individual projects.

## Activity Summary

	Actual FY 2018-19	Final Est. FY 2019-20	Manager Recommended FY 2020-21
Salaries and Benefits	\$ 158,403	188,200	213,600
Maintenance and Operations	81,742	85,000	85,000
Applied Revenues	-	-	-
Activity Total	\$ 240,145	273,200	298,600

## Fiscal Year Comparisons



**Capital Projects - Administration (2450)**  
**(SPRING ORG CODE: 41544210)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111E	510010	PW Adm - Regular Salaries	\$ 55,764	\$ 65,400	\$ 65,400	\$ -	\$ 74,000
115S	510020	PW Adm - PT Salaries	6,117	6,900	6,900	-	7,100
118E	511010	PW Adm - Lump Sum Payment	1,006	-	-	-	-
119E	512310	PW Adm - Applied Benefits	95,044	114,700	114,700	-	131,300
119S	512310	PW Adm - PT Applied Benefits	<u>473</u>	<u>1,200</u>	<u>1,200</u>	<u>-</u>	<u>1,200</u>
		Total Salaries and Benefits	158,403	188,200	188,200	-	213,600
4100	542010	Advertising	1,522	-	-	-	-
4400	542050	Contractual Services	<u>80,220</u>	<u>85,000</u>	<u>85,000</u>	<u>-</u>	<u>85,000</u>
		Total Maintenance and Operations	81,742	85,000	85,000	-	85,000
		<b>- Activity Total -</b>	<u>\$ 240,145</u>	<u>\$ 273,200</u>	<u>\$ 273,200</u>	<u>\$ -</u>	<u>\$ 298,600</u>





## NON-RECURRING



This section contains a detailed breakdown of one-time capital purchases to be made by the operating departments.

[illegible]

**Fiscal Year Comparisons**

Fiscal Year	Value
2015-16	\$643,482
2016-17	\$1,249,900
2017-18	\$1,287,900



**Non-Recurring (9000)**  
**(NEW ORG CODE:10XX9000)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111X	510010	Regular Salaries	\$ 1,368	\$ -	\$ 182,400	\$ 182,400	\$ 4,300
114X	510040	OT Pay	13,251	-	36,200	36,200	-
114X	510050	PT OT Pay	4,242	-	2,200	2,200	-
115X	510020	PT Salaries	185	-	131,600	131,600	-
119X	512310	Regular Applied Benefits	443,387	-	369,800	369,800	-
1310	512010	Retirements	-	500,000	63,300	(436,700)	500,000
2200	521000	Supplies	145,159	427,800	337,200	(90,600)	483,000
4400	542050	Contractual Services	107,055	193,200	130,300	(62,900)	241,600
4800	543060	Construction	5,050	216,000	130,000	(86,000)	112,000
573300	573300	CO - Improvements	152,078	-	-	-	-
7300	573400	Furniture / Equipment	495,568	72,500	62,500	(10,000)	933,000
9100		Overhead	754	-	-	-	-
		Total Maintenance and Operations	1,368,097	1,409,500	1,445,500	36,000	2,273,900
BJ00	422035	Contracted Svcs / Rio Hondo Reimb.	-	(70,000)	-	70,000	(70,000)
	422040	Emergency Response Reimbursement	(22,415)	-	-	-	-
EA00	442000	State Grants/Subventions (SF HS Shuttle Bus Mit)	(145,775)	-	-	-	-
EE00	443000	County Grants	(35,014)	-	(15,600)	(15,600)	-
H399	810000	Transfer from Measure R Fund	-	-	(60,000)	(60,000)	-
HD02	810000	Transfer from Prop C Fund	-	(70,000)	(70,000)	-	(70,000)
HM00	810000	Transfer from Waste Management	-	(1,900)	(1,900)	-	(1,900)
HW00	810000	Transfer from Water Utility	-	(5,100)	(5,100)	-	(5,100)
HX00	810000	Trans from Equipment Replacement Fund	(33,180)	(43,000)	(43,000)	-	(43,000)
JB00	470060	Proceeds from Borrowing	(488,231)	-	-	-	(796,000)
		Total Applied Revenues	(724,615)	(190,000)	(195,600)	(5,600)	(986,000)
		<b>- Activity Total -</b>	<b>\$ 643,482</b>	<b>\$ 1,219,500</b>	<b>\$ 1,249,900</b>	<b>\$ 30,400</b>	<b>\$ 1,287,900</b>

\* Additional detail on following page(s)

**Non-Recurring (9000) - Account Number Detail**

<b>Acct #1310</b>	<b>Dept</b>	<b>Mid-Year FY 2019-20</b>	<b>Final FY 2019-20</b>	<b>FY 2020-21</b>
Retirements	VARIOUS	\$ 500,000	\$ 63,300	\$ 500,000
		\$ 500,000	\$ 63,300	\$ 500,000

<b>Acct #2200</b>	<b>DEPT</b>	<b>Mid-Year FY 2019-20</b>	<b>Final FY 2019-20</b>	<b>FY 2020-21</b>
Furniture (City Council/City Manager)	CM	\$ 9,000	\$ 3,000	\$ 6,000
Table Replacement - GVNC Facility Tables - Round 60" Mighty Life	CS FAM	5,000	5,000	-
Table Replacement - GVNC Facility Tables - Banquet Tables Mighty Lite	CS FAM	-	-	5,000
Replacement of 7 GVNC Office Chairs	CS FAM	-	-	6,500
Young Adult Seating - Re-upholster Chairs	CS LIB	4,500	4,500	-
Library Seating (Staff chairs and Children's Computer seating)	CS LIB	-	-	6,500
Diving Boards (Mid-Year adjustment)	CS REC	22,000	-	23,200
Replacement of Social Hall Chairs (Carryfwd FY 20-21)	CS REC	29,000	-	45,000
Christmas Float Refurbishment , Phase 2 (Carryfwd FY 20-21)	CS REC	6,000	-	6,000
Gator Replacement	CS REC	11,000	11,100	-
Little Lake Park Security Cameras (8 Camera set-up)	CS REC	2,500	2,500	-
Special Event Fencing	CS REC	7,000	6,600	-
Special Event Chairs	CS REC	12,500	12,900	-
Hand Wash Stations	CS REC	5,600	4,100	-
Replacement of Aquatic Center Lane Lines	CS REC	7,500	7,400	-
Garden Gate (Convert sliding gate into automatic gate with (Carryfwd FY 20-2	CS REC	4,500	-	13,500
Table Replacement at Betty Wilson Center (Carryfwd FY 19-20)	CS REC	1,200	1,000	-
Table Replacement at Clarke Estate (Carryfwd FY 19-20)	CS REC	12,000	12,000	-
Table Replacement at Heritage Park (Carryfwd FY 19-20)	CS REC	12,000	12,000	-
Table Replacement at Town Center Hall (Carryfwd FY 19-20)	CS REC	16,000	15,400	-
Replacement of tables for Town Center Hall Meeting Room #1	CS REC	-	-	4,800
Drapes for Social Hall	CS REC	-	-	40,000
Concrete Pad	CS REC	-	-	29,000
Trailer	CS REC	-	-	12,000
Rugged Laptops	PS	-	-	160,000
Citywide Computer Replacement	FA	50,000	73,900	50,000
Cubicle Replacement	FA	-	-	35,000
Fire Station Phones	FA	45,000	45,000	-
Citywide Master WI-FI Plan	FA	-	-	10,000
Hazardous Material Monitor Replacement and Maintenance	FIRE	10,000	10,000	10,000
Environmental Clean-ups	FIRE	10,000	10,000	10,000
Transportation Software	PW	70,000	58,800	-
Orr & Day (N&S) Christmas Lights	PW	65,000	42,000	-
Furniture/Equipment	PLNG	10,500	-	10,500
		\$ 427,800	\$ 337,200	\$ 483,000

<b>Acct #4400</b>	<b>DEPT</b>	<b>Mid-Year FY 2019-20</b>	<b>Final FY 2019-20</b>	<b>FY 2020-21</b>
Laserfiche Records Retention	CM	\$ 29,100	\$ -	\$ 29,100
Recodification for Municipal Codes	CM	18,800	-	9,000
Goldline MOU	CM	75,000	-	75,000
Self-Checkouts (Biblioteca)	CS LIB	-	-	28,000
Ugraded Fiber Optic Connectivity	CS Rec	-	-	13,000
Fee Study	FA	32,500	32,500	-
Evaluation of CRIA (Appropriated 1/12/17)	PLNG	17,800	17,800	67,500
Software Maintenance (Transit)	PW	-	60,000	-
Hazardous Material Monitor Replacement and Maintenance	FIRE	10,000	10,000	10,000
Environmental Clean-ups	FIRE	10,000	10,000	10,000
		<u>\$ 193,200</u>	<u>\$ 130,300</u>	<u>\$ 241,600</u>

<b>Acct #4800</b>	<b>Dept</b>	<b>Mid-Year FY 2019-20</b>	<b>Final FY 2019-20</b>	<b>FY 2020-21</b>
Station Two Workout Building/Equipment	FIRE	\$ 70,000	\$ -	\$ 70,000
ADA Door Installation at Gus Velasco Neighborhood Center	CS FAM	-	-	10,000
Station #2 - Bathroom Refurbishment	FIRE	6,500	-	13,000
Station #4 - Bathroom Refurbishment	FIRE	9,500	-	19,000
Installation of two (2) Street Pumps (Florence Underpass)	PW	130,000	130,000	-
		<u>\$ 216,000</u>	<u>\$ 130,000</u>	<u>\$ 112,000</u>

**Non-Recurring (9000) - Account Number Detail (Continued)**

<b>Acct #7300</b>	<b>Dept</b>	<b>Mid-Year FY 2019-20</b>	<b>Final FY 2019-20</b>	<b>FY 2020-21</b>
Fire Department Hose Replacement (10 Year Life Span)	FIRE	\$ 4,000	\$ 4,000	\$ -
SCBA Req'd Cylinder Replacement (NFPA Req'd)	FIRE	\$ -	\$ -	\$ 29,000
Diesel Exhaust Capture System Refurbishment - ST 2 & St 4	FIRE	18,500	18,500	-
Diesel Exhaust Capture System Refurbishment - ST 1 (HQ)	FIRE	-	-	29,000
Diesel Exhaust Capture System Refurbishment - ST 3	FIRE	-	-	24,000
Replacement of Fire-Rescue Mobil and Portable Radios (Service Life/P-25)	FIRE	-	-	796,000
Auger Attachment for Backhoe	PW	-	-	20,000
Walk Behind Concrete Grinder	PW	-	-	15,000
Asphalt Roller with Trailer	PW	30,000	40,000	-
EOC Equipment	PS	20,000	-	20,000
		<u>\$ 72,500</u>	<u>\$ 62,500</u>	<u>\$ 933,000</u>

**Non-Recurring (9000) - Department Detail**

<b><u>General Government</u></b>	<b><u>Dept</u></b>	<b><u>Mid-Year FY 2019-20</u></b>	<b><u>Final FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Laserfiche Records Retention	CM	\$ 29,100	\$ -	\$ 29,100
Recodification for Municipal Codes	CM	18,800	-	9,000
Goldline MOU	CM	75,000	-	75,000
Furniture (City Council/City Manager)	CM	9,000	3,000	6,000
		<u>\$ 131,900</u>	<u>\$ 3,000</u>	<u>\$ 119,100</u>

<b><u>Community Services</u></b>	<b><u>Dept</u></b>	<b><u>Mid-Year FY 2019-20</u></b>	<b><u>Final FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Table Replacement - GVNC Facility Tables - Round 60" Mighty Life	CS Fam	\$ 5,000	\$ 5,000	\$ -
Table Replacement - GVNC Facility Tables - Banquet Tables Mighty Lite	CS Fam	-	-	5,000
ADA Door Installation at Gus Velasco Neighborhood Center	Cs Fam	-	-	10,000
Replacement of 7 GVNC Office Chairs	CS Fam	-	-	6,500
Young Adult Seating - Re-upholster chairs	CS LIB	4,500	4,500	-
Library Seating (Staff chairs and Children's Computer seating)	CS LIB	-	-	6,500
Self-Checkouts (Biblioteca)	CS LIB	-	-	28,000
Diving Boards	CS Rec	22,000	-	23,200
Replacement of Social Hall Chairs	CS Rec	29,000	-	45,000
Christmas Float Refurbishment , Phase 2	CS Rec	6,000	-	6,000
Gator Replacement	CS Rec	11,000	11,100	-
Little Lake Park Security Cameras (8 Camera set-up)	CS Rec	2,500	2,500	-
Special Event Fencing	CS Rec	7,000	6,600	-
Special Event Chairs	CS Rec	12,500	12,900	-
Hand Wash Stations	CS Rec	5,600	4,100	-
Replacement of Aquatic Center Lane Lines	CS Rec	7,500	7,400	-
Garden Gate (Convert sliding gate into automatic gate with keypad)	CS Rec	4,500	-	13,500
Table Replacement at Betty Wilson Center	CS Rec	1,200	1,000	-
Table Replacement at Clarke Estate	CS Rec	12,000	12,000	-
Table Replacement at Heritage Park	CS Rec	12,000	12,000	-
Table Replacement at Town Center Hall	CS Rec	16,000	15,400	-
Upgraded Fiber Optic Connectivity	CS Rec	-	-	13,000
Replacement of tables for Town Center Hall Meeting Room #1	CS Rec	-	-	4,800
Drapes for Social Hall	CS Rec	-	-	40,000
Concrete Pad	CS Rec	-	-	29,000
Trailer	CS Rec	-	-	12,000
		<u>\$ 158,300</u>	<u>\$ 94,500</u>	<u>\$ 242,500</u>

<b><u>Finance &amp; Administrative Services</u></b>	<b><u>Dept</u></b>	<b><u>Mid-Year FY 2019-20</u></b>	<b><u>Final FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Citywide Computer Replacement	FA	\$ 50,000	\$ 73,900	\$ 50,000
Cubicle Replacement	FA	-	-	35,000
Citywide Master WI-FI Plan	FA	-	-	10,000
Fee Study	FA	32,500	32,500	-
Fire Station Phones	FA	45,000	45,000	-
		<u>\$ 127,500</u>	<u>\$ 151,400</u>	<u>\$ 95,000</u>

**Non-Recurring (9000) - Department Detail (Continued)**

<b><u>Fire</u></b>	<b><u>Dept</u></b>	<b><u>Mid-Year FY 2019-20</u></b>	<b><u>Final FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Fire Department Hose Replacement (10 Year Life Span)	FIRE	\$ 4,000	\$ 4,000	\$ -
SCBA Req'd Cylinder Replacement (NFPA Req'd)	FIRE	-	-	29,000
Station #2 - Bathroom Refurbishment	FIRE	6,500	-	13,000
Station #4 - Bathroom Refurbishment	FIRE	9,500	-	19,000
Diesel Exhaust Capture System Refurbishment - ST 2 & St 4	FIRE	18,500	18,500	-
Diesel Exhaust Capture System Refurbishment - ST 1 (HQ)	FIRE	-	-	29,000
Diesel Exhaust Capture System Refurbishment - ST 3	FIRE	-	-	24,000
Hazardous Material Monitor Replacement and Mtc	FIRE	10,000	10,000	10,000
Environmental Clean-ups	FIRE	10,000	10,000	10,000
Hazardous Material Monitor Replacement and Mtc	FIRE	10,000	10,000	10,000
Environmental Clean-ups	FIRE	10,000	10,000	10,000
Replacement of Fire-Rescue Mobil and Portable Radios (Service Life/P-25)	FIRE	-	-	796,000
Station Two Equipment/Workout Building	FIRE	70,000	-	70,000
		\$ 148,500	\$ 62,500	\$ 1,020,000

<b><u>Public Works</u></b>	<b><u>Dept</u></b>	<b><u>Mid-Year FY 2019-20</u></b>	<b><u>Final FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Installation of two (2) Street Pumps (Florence Underpass)	PW	\$ 130,000	\$ 130,000	\$ -
Transportation Software	PW	70,000	58,800	-
Software Maintenance (Transit)	PW	-	60,000	-
Auger Attachment for Backhoe	PW	-	-	20,000
Walk Behind Concrete Grinder	PW	-	-	15,000
Orr & Day (N&S) Christmas Lights	PW	65,000	42,000	-
Asphalt Roller with Trailer	PW	30,000	40,000	-
		\$ 295,000	\$ 330,800	\$ 35,000

<b><u>Police Services</u></b>	<b><u>Dept</u></b>	<b><u>Mid-Year FY 2019-20</u></b>	<b><u>Final FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Rugged Laptops	PS	\$ -	\$ -	\$ 160,000
EOC Equipment	PS	20,000	-	20,000
		\$ 20,000	\$ -	\$ 180,000

<b><u>Planning</u></b>	<b><u>Dept</u></b>	<b><u>Mid-Year FY 2019-20</u></b>	<b><u>Final FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Evaluation of CRIA	PLNG	\$ 17,800	\$ 17,800	\$ 67,500
Furniture/Equipment	PLNG	10,500	-	10,500
		\$ 28,300	\$ 17,800	\$ 78,000





# EQUIPMENT ACQUISITION AND FUND TRANSFERS



This section contains detailed information for the following:

- ◆ Vehicle Acquisition and Replacement
- ◆ Fund Transfers

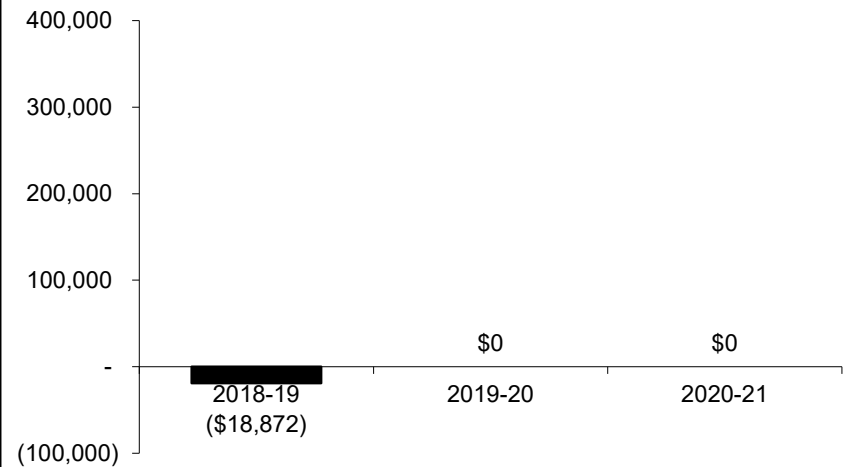
# Vehicle Acquisition and Replacement (8000)

The Vehicle Acquisitions and Replacement activity accounts for the costs and recording of purchasing City vehicles.

## Activity Summary

	Actual	Final	Manager
	FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$ -	-	-
Maintenance and Operations	1,220,414	768,900	3,896,000
Applied Revenues	<u>(1,239,286)</u>	<u>(768,900)</u>	<u>(3,896,000)</u>
Activity Total	\$ <u>(18,872)</u>	<u>-</u>	<u>-</u>

## Fiscal Year Comparisons



## Vehicle Acquisition and Replacement (8000)

(NEW ORG CODE:10800000)

### Activity Detail

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
7300	573450	Vehicle/Equipment	\$ 1,220,414	\$ 1,007,000	\$ 768,900	\$ (238,100)	\$ 3,896,000
		Total Maintenance and Operations	1,220,414	1,007,000	768,900	(238,100)	3,896,000
GA00	812000	Sale of Property	(13,294)	(10,000)	(15,000)	(5,000)	(20,000)
HD02	810000	Trans from Prop C	-	(90,000)	(94,000)	(4,000)	(95,000)
HX00	810000	Trans from Equipment Replacement Fund	(627,082)	(907,000)	(599,900)	307,100	(1,281,000)
		Proceeds from Insurance	-	-	(60,000)	(60,000)	-
JB00	470060	Proceeds from Borrowing	(598,911)	-	-	-	(2,500,000)
		Total Applied Revenues	(1,239,286)	(1,007,000)	(768,900)	238,100	(3,896,000)
		- Activity Total -	\$ (18,872)	\$ -	\$ -	\$ -	\$ -

\*

\*

Additional detail on following page(s)

**Vehicle Acquisition and Replacment (8000) - Detail by Department**

<b>Public Works - 7300</b>	<b>Mid-Year FY 2019-20</b>	<b>Final FY 2019-20</b>	<b>FY 2020-21</b>
Buick Park Avenue (#481)	\$ 40,000	\$ 40,000	\$ -
Ford Explorer (#492)	35,000	35,000	-
Vehicle Upgrades	30,000	-	-
Ford Explorer (#732)	40,000	40,000	-
Dump Truck (Streets)	80,000	67,000	-
Forklift (#373)	60,000	51,000	-
Ford F-150 (#607)	35,000	-	35,000
Ford F-150 (#689)	35,000	29,000	-
Ford Ranger (#602)	30,000	29,000	-
Ford F-250 Super Duty (#639)	40,000	-	40,000
Ford Five Hundred (#641)	40,000	34,000	-
Ford F-550 Aerial Truck 37' (#671)	120,000	116,000	-
Chevrolet El Dorado 22 passenger Bus (#685)	90,000	94,000	-
Chevrolet El Dorado 22 passenger Bus (#672)	-	-	95,000
Ford F-550 Aerial Truck 37' (#691)	-	-	120,000
Ford F-250 Utility Truck (#695)	-	-	42,000
Ford Ranger (#617)	-	-	30,000
John Deere Skip Loader (#376)	-	-	110,000
GMC 1/2 Ton Extended Cab (#638)	-	-	43,000
	<u>\$ 675,000</u>	<u>\$ 535,000</u>	<u>\$ 515,000</u>

<b>Fire - 7300</b>	<b>Mid-Year FY 2019-20</b>	<b>Final FY 2019-20</b>	<b>FY 2020-21</b>
Vehicle Upgrades	20,000	20,000	10,000
Ford Escape (#835)	32,000	31,000	-
Dodge Durango	40,000	-	36,000
Pierce Ladder Truck (#225)	-	-	1,600,000
Pierce Engine (#230)	-	-	900,000
Dodge Ram Paramedic (#233)	-	-	225,000
Chevy Tahoe (#801)	-	-	40,000
	<u>\$ 92,000</u>	<u>\$ 51,000</u>	<u>\$ 2,811,000</u>

**Vehicle Acquisition and Replacment (8000) - Detail by Department**

<b>Police - 7300</b>	<b>Mid-Year FY 2019-20</b>	<b>Final FY 2019-20</b>	<b>FY 2020-21</b>
Ford Explorer (Replacement #511)	\$ 45,000	\$ 44,000	\$ -
Ford Explorer (Replacement #510)	45,000	25,000	-
Vehicle Upgrades	30,000	20,000	-
Chavrolet Malibu (#544)	25,000	18,700	-
Nissan Altima (#545)	25,000	15,900	-
Toyota Camry (#546)	25,000	19,300	-
Ford Explorer (#567)	45,000	40,000	-
Ford Taurus (#542)	-	-	35,000
Chevrolet Colorado (#561)	-	-	40,000
Chevrolet Caprice (#524)	-	-	50,000
Chevrolet Caprice (#525)	-	-	50,000
Chevrolet Caprice (#526)	-	-	50,000
Ford Explorer (#528)	-	-	50,000
Ford Explorer (#529)	-	-	50,000
Ford Explorer (#530)	-	-	50,000
Ford Explorer (#533)	-	-	50,000
Honda Motorcyle (#554)	-	-	45,000
Vehicle Upgrades	-	-	100,000
	<u>\$ 240,000</u>	<u>\$ 182,900</u>	<u>\$ 570,000</u>

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	Actual	Final	Manager
	FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$ -	-	-
Maintenance and Operations	7,033,626	4,635,200	2,800,000
Applied Revenues	-	-	-
Activity Total	\$ 7,033,626	4,635,200	2,800,000

Year	Number of Employees
2018-19	7,033,626
2019-20	4,635,200
2020-21	2,800,000



**Interfund Transfers (8100)**  
**(NEW ORG CODE:1010)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
8120	820000	Transfer to Capital Projects	\$ 4,550,000	\$ 3,550,000	\$ 3,550,000	\$ -	\$ 2,800,000
8125	820000	Transfer to Fire Grant Fund	1,711	-	-	-	-
8127	820000	Transfer to General Equipment Fund	550,000	950,000	950,000	-	-
8128	820000	Transfer to Insurance Stabilization Fund	173,700	-	-	-	-
8129	820000	Transfer to Employee Benefits Fund	445,000	135,200	135,200	-	-
8131	820000	Transfer to Housing Assets Fund	<u>1,313,215</u>	<u>1,320,000</u>	<u>-</u>	<u>(1,320,000)</u>	<u>-</u>
		<b>- Activity Total -</b>	<u>\$ 7,033,626</u>	<u>\$ 5,955,200</u>	<u>\$ 4,635,200</u>	<u>\$ (1,320,000)</u>	<u>\$ 2,800,000</u>

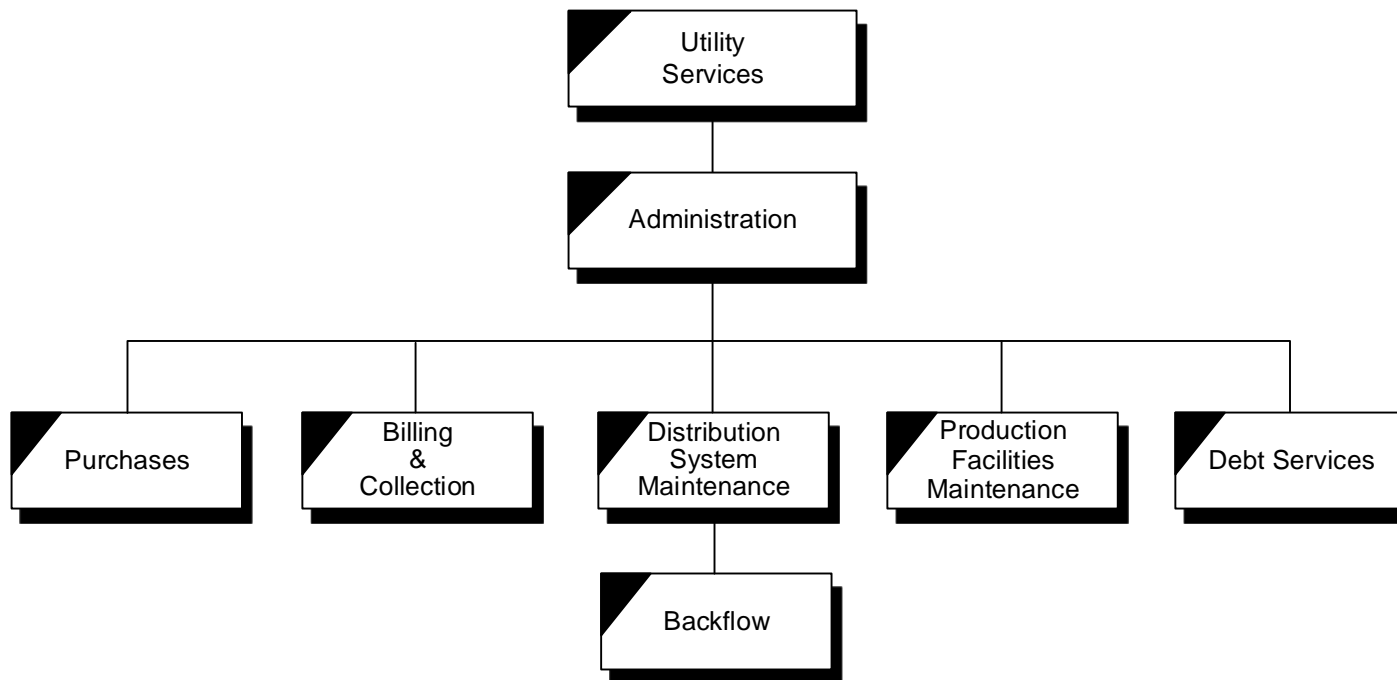




# UTILITY SERVICES

The Utility Services Division accounts for the operations of the City owned water system. The program maintains, repairs and replaces all facilities dedicated to the safe delivery of potable water to the residents and businesses of the City, including pipelines, valves, fire hydrants, and storage tanks and reservoirs.

Below is a chart showing the department's activities. More detailed information is available on the following pages:



# Water Utility

## SOURCES AND USES OF FUNDS



FY 2019-20 Final Estimates & FY 2020-21 Budget						
Activity Name	Actual FY 2018-19	Mid Year Budget FY 2019-20	Final Estimate FY 2019-20	Manager Recommended FY 2020-21	Manager Rec. FY20-21 vs. Final Est. FY 19-20 Variance	
					\$	%
<b>Sources</b>						
Estimated General Revenues	\$ 12,785,529	\$ 13,560,200	\$ 11,627,600	\$ 12,756,200	1,128,600	9.7%
<b>Uses</b>						
Department Expenditures	11,381,568	13,177,500	12,784,100	14,126,640	1,342,540	10.5%
Capital Improvement Projects	<u>761,300</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>N/A</u>
 Total Uses	 <u>12,142,867</u>	 <u>13,177,500</u>	 <u>12,784,100</u>	 <u>14,126,640</u>	 <u>1,342,540</u>	 <u>10.5%</u>
Surplus / (Deficit)	<u>\$ 642,662</u>	<u>\$ 382,700</u>	<u>\$ (1,156,500)</u>	<u>\$ (1,370,440)</u>	<u>\$ (213,940)</u>	<u>18.5%</u>

# Water Utility Revenue Summary

## 2020-21 Proposed Budget

Account			Actual FY 2018-19	Mid Year Budget FY 2019-20	Final Estimate FY 2019-20	Manager Recommended FY 2020-21	Manager Rec. FY 20-21 vs. Final Estimate FY 19-20 Variance	
Legacy	New	Revenue Source					\$	%
<b>Water Utility Fund</b>								
0610	421005	Metered Water Sales	12,608,962	13,500,000	11,541,900	12,700,000	1,158,100	8.6%
0410	415200	Interest Earnings	139,729	59,000	48,900	55,000	6,100	10.3%
0630	421010	Reconnection Fees	2,490	1,000	1,340	1,000	(340)	-34.0%
0420	415300	Rentals	50	100	100	100	-	0.0%
0660	415900	Other Revenue	34,348	100	35,360	100	(35,260)	-35260.0%
<b>Total Water Utility Fund</b>			<u>\$ 12,785,579</u>	<u>\$ 13,560,200</u>	<u>\$ 11,627,600</u>	<u>\$ 12,756,200</u>	<u>\$ 1,128,600</u>	<u>8.3%</u>

# Water Utility



FY 2019-20 Final Estimates & FY 2020-21 Budget					
Department Summary					
Activity		Actual	Mid-Year	Final	Manager
Number	Name	FY 2018-19	Budget FY 2019-20	Estimate FY 2019-20	Recommended FY 2020-21
9110	Administration	\$ 1,029,015	\$ 1,317,300	\$ 1,129,100	\$ 1,383,840
9120	Water Purchases	5,838,302	6,373,100	6,466,000	7,115,400
9130	Billing and Collection	974,120	1,144,900	1,140,600	1,181,700
9135	Backflow	177,395	363,100	187,800	398,300
9140	Distribution System Maintenance	1,139,235	1,451,100	1,448,300	1,530,400
9145	Production Facilities Maintenance	736,446	878,100	762,400	871,700
9180	Debt Service	331,920	493,600	493,600	489,000
8100	Interfund Transfers	1,155,135	1,156,300	1,156,300	1,156,300
Department Totals		<u>\$ 11,381,568</u>	<u>\$ 13,177,500</u>	<u>\$ 12,784,100</u>	<u>\$ 14,126,640</u>

# Utility Services



## Revised FY 2019-20 & FY 2020-21

### Position Summary

		Revised FY 2019-20	Change + or (-)	FY 2020-21	Change + or (-)
<u>Full-Time Positions</u>	<u>FY 2019-20</u>				
Utility Services Manager	1	1	-	1	-
Water Utility Lead Worker	2	2	-	2	-
Water Utility Section Supervisor	1	1	-	1	-
Water Utility Worker	4	4	-	4	-
Water Well Operator	2	2	-	2	-
Total Number of Full-Time Positions	<u>10</u>	<u>10</u>	-	<u>10</u>	-
<u>Part-Time Non-Benefitted Hours</u>					
Total Number of Hours	5,424	5,424	-	5,424	-

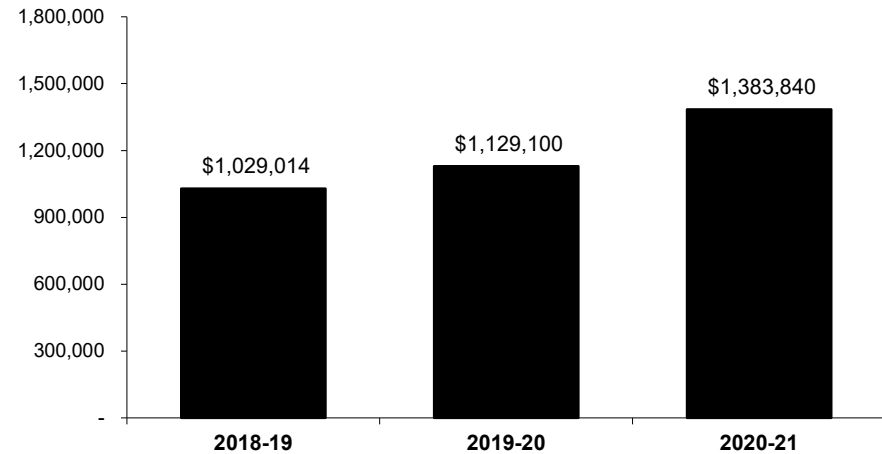
# Water Utility Administration (9110)

The Administration activity sets policies and standards for the department and provides guidance and direction to the individual divisions of the department.

## Activity Summary

	Actual FY 2018-19	Final Est. FY 2019-20	Manager Recommended FY 2020-21
Salaries and Benefits	\$ 563,473	515,600	712,500
Maintenance and Operations	465,542	613,500	671,340
Applied Revenues	-	-	-
Activity Total	\$ 1,029,014	1,129,100	1,383,840

## Fiscal Year Comparisons



**Water Utility Administration (9110)**  
**(NEW ORG CODE:50104499)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111B	510010	CM - Regular Salaries	\$ 13,804	\$ 47,500	\$ 17,900	\$ (29,600)	\$ 47,600
111D	510010	FA - Regular Salaries	41,432	48,000	46,300	(1,700)	48,800
111E	510010	PW Adm - Regular Salaries	112,270	131,300	112,700	(18,600)	134,500
111F	510010	PW Mtc - Regular Salaries	-	27,400	-	(27,400)	27,400
114D	510040	FA - OT Pay	25	-	-	-	-
114R	510050	FA - PT OT Pay	56	-	100	100	-
115R	510020	FA - PT Salaries	5,454	6,200	4,500	(1,700)	6,100
115S	510020	PW Adm - PT Salaries	4,485	5,500	2,500	(3,000)	5,400
118D	511010	FA - Lump Sum Payment	-	100	100	-	-
118E	511010	PW Adm - Lump Sum Payment	-	500	500	-	-
1191	512010	GASB68 Pension Adjustment	62,353	-	-	-	-
119B	512310	CM - Applied Benefits	14,651	70,300	26,300	(44,000)	73,600
119D	512310	FA - Applied Benefits	67,696	75,500	71,500	(4,000)	79,200
119E	512310	PW Adm - Applied Benefits	238,771	235,000	231,600	(3,400)	243,300
119F	512310	PW Mtc - Applied Benefits	-	37,800	-	(37,800)	44,100
119R	512310	FA - PT Applied Benefits	1,351	1,200	1,000	(200)	1,200
119S	512310	PW Adm - PT Applied Benefits	1,125	1,300	600	(700)	1,300
		Total Salaries and Benefits	563,473	687,600	515,600	(172,000)	712,500
2200	521000	Supplies	4,014	2,000	3,200	1,200	3,500
3400	534000	Telephone	-	4,000	-	-	4,000
4100	542010	Advertising	-	2,500	2,500	-	2,500
4210	540030	Travel and Meetings	-	1,000	100	(900)	10,000
4220	540010	Memberships	997	4,000	3,700	(300)	4,000
4250	540020	Training	1,225	4,000	4,200	200	4,000
4400	542050	Contractual Services	55,342	104,000	130,000	26,000	57,000
4630	541040	Liability Insurance	42,836	60,000	60,000	-	73,040
4900	544020	Intergovernmental Charges	97,679	100,000	141,000	41,000	146,000
9100	591000	Overhead	252,449	337,200	257,800	(86,000)	356,300
9300	592000	Equipment Usage	11,000	11,000	11,000	-	11,000
		Total Maintenance and Operations	465,542	629,700	613,500	(18,800)	671,340
		- Activity Total -	<u>\$ 1,029,015</u>	<u>\$ 1,317,300</u>	<u>\$ 1,129,100</u>	<u>\$ (190,800)</u>	<u>\$ 1,383,840</u>

\* Additional detail on following page(s)

**Water Utility Administration (9110) Account Number Detail**

	Mid-Year	Final	
<b><u>Acct #2200</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Subscriptions	\$ 500	\$ 500	\$ 500
Misc Supplies	1,500	2,700	3,000
	<u>\$ 2,000</u>	<u>\$ 3,200</u>	<u>\$ 3,500</u>

	Mid-Year	Final	
<b><u>Acct #4400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Underground Alert	\$ 2,000	\$ 12,000	\$ 12,000
Telex Service	500	500	500
Material Safety Data Sheets (MSDS)	1,000	1,000	1,000
Water Rate Study	60,000	75,000	-
Water Utility Authority Meetings	9,000	9,000	9,000
Janitorial Services	9,500	9,500	9,500
Engineering Assistance	22,000	23,000	25,000
	<u>\$ 104,000</u>	<u>\$ 130,000</u>	<u>\$ 57,000</u>

	Mid-Year	Final	
<b><u>Acct #4900</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Watermaster Charges	\$ 8,500	\$ 8,500	\$ 8,500
Property Tax	6,000	7,600	8,000
Health Dept Charges	10,000	10,000	10,000
Computer/Software Upgrades	2,000	2,000	2,000
Computer Usage	20,000	33,000	33,000
Operator Certification	2,500	2,500	2,500
Central Basin Water Association (CBWA)	-	12,000	12,000
Southeast Water Coalition Dues (SEWC)	10,000	5,000	10,000
Gateway Water Management Authority (GWMA)	15,000	15,000	15,000
Wide Area Network	11,000	11,000	11,000
AWWA Standards	1,400	1,400	1,400
Southeast AQMD Fees	1,000	1,000	1,000
SWRCB	12,600	32,000	31,600
	<u>\$ 100,000</u>	<u>\$ 141,000</u>	<u>\$ 146,000</u>



# Water Purchases (9120)



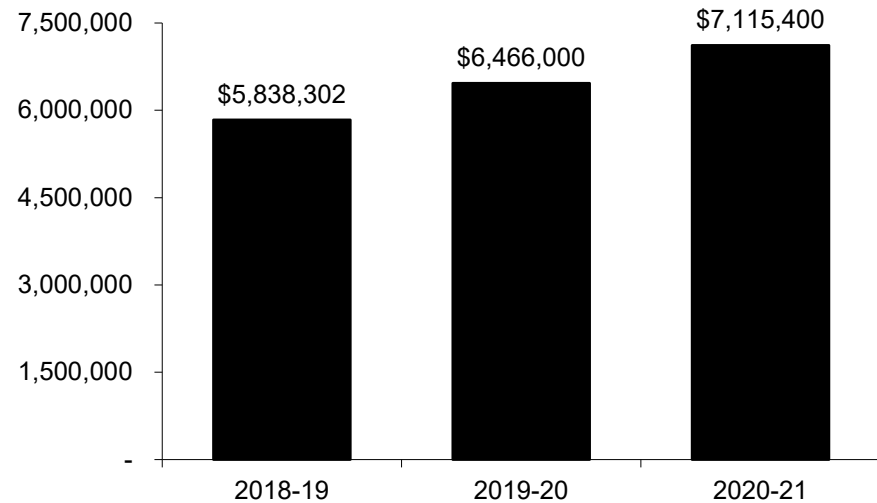
The Water Purchases activity provides for the purchasing and production of the water needed by City water customers. It ensures that potable drinking water is available to over 5,800 homes and businesses within the City of Santa Fe Springs and a small section of Downey.



## Activity Summary

		Final	Manager
	Actual	Est.	Recommended
	FY 2018-19	FY 2019-20	FY 2020-21
Salaries and Benefits	\$ 4,550	3,800	36,700
Maintenance and Operations	5,833,752	6,462,200	7,078,700
Applied Revenues	-	-	-
Activity Total	\$ 5,838,302	6,466,000	7,115,400

## Fiscal Year Comparisons



**Water Purchases (9120)**  
**(NEW ORG CODE:50442000)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111F	510010	PW Mtc - Regular Salaries	\$ 1,555	\$ 12,800	\$ 1,600	\$ (11,200)	\$ 13,000
115T	510020	PW Mtc - PT Salaries	-	2,200	-		2,300
119F	512310	PW Mtc - Applied Benefits	2,995	17,700	2,200	(15,500)	20,900
119F	512310	PW Mtc - PT Applied Benefits	-	500	-	(500)	500
		Total Salaries and Benefits	4,550	33,200	3,800	(27,200)	36,700
4920	544010	MWD Water Purchases	5,011,684	5,293,000	5,280,000	(13,000)	5,860,000
4921	544015	Groundwater Purchases	819,322	1,030,000	1,180,000	150,000	1,200,000
9100	591000	Overhead	2,446	16,600	1,900	(13,600)	18,400
9300	592000	Equipment Usage	300	300	300	-	300
		Total Maintenance and Operations	5,833,752	6,339,900	6,462,200	123,400	7,078,700
		- Activity Total -	<u>\$ 5,838,302</u>	<u>\$ 6,373,100</u>	<u>\$ 6,466,000</u>	<u>\$ 96,200</u>	<u>\$ 7,115,400</u>

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\* Additional detail on following page(s)

**Water Purchases (9120) Account Number Detail**

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #4920</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
MWD Purchases	\$ 3,300,000	\$ 3,600,000	\$ 3,800,000
WQPP - City of Whittier	1,140,000	830,000	1,200,000
Reclaimed Water - CBMWD	793,000	790,000	800,000
Capacity and RTS Charges - CBMWD	60,000	60,000	60,000
	<u>\$ 5,293,000</u>	<u>\$ 5,280,000</u>	<u>\$ 5,860,000</u>

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #4921</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Pumped City Water Wells	\$ 1,030,000	\$ 1,180,000	\$ 1,200,000
	<u>\$ 1,030,000</u>	<u>\$ 1,180,000</u>	<u>\$ 1,200,000</u>

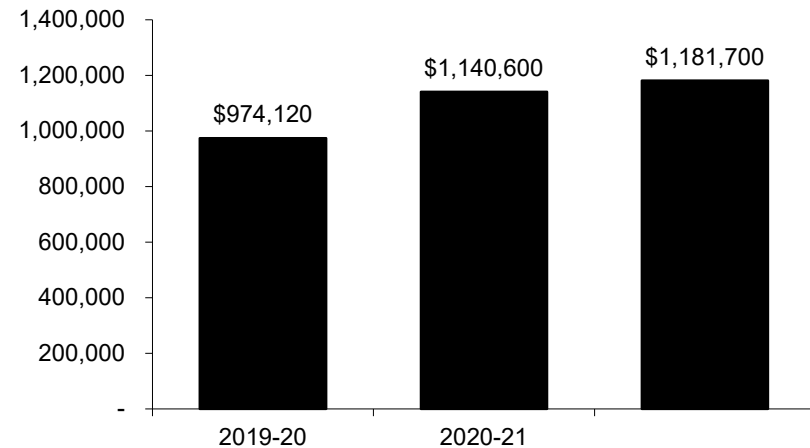
# Billing and Collection (9130)

The Billing and Collection activity oversees the water meter reading and invoicing function. The activity includes management of the water meter reading activities. Staff generates bills to the water customers based on the reads. The activity is responsible for processing bills, receiving payments, taking customer service calls, processing delinquent accounts and assigning water service turn offs.

## Activity Summary

		Actual	Final	Manager
		FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$	521,346	626,000	650,500
Maintenance and Operations		513,886	571,300	589,200
Applied Revenues		(61,112)	(56,700)	(58,000)
Activity Total	\$	<u>974,120</u>	<u>1,140,600</u>	<u>1,181,700</u>

## Fiscal Year Comparisons



**Billing and Collection (9130)**  
**(NEW ORG CODE:50442500)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111D	510010	FA - Regular Salaries	\$ 118,657	\$ 144,200	\$ 144,200	\$ -	\$ 149,800
111F	510010	PW Mtc - Regular Salaries	12,458	54,800	54,800	-	56,100
114D	510040	FA - OT Pay	5,636	5,000	5,000	-	5,000
114F	510040	PW Mtc - OT Pay	1,841	2,000	2,000	-	2,000
114R	510020	FA - PT OT Pay	101	-	-	-	-
114T	510050	PW Mtc - PT OT Pay	2,097	3,000	3,000	-	3,000
115R	510020	FA - PT Salaries	38,257	52,500	52,500	-	44,600
115T	510020	PW Mtc - PT Salaries	38,631	51,400	51,400	-	48,800
118D	511010	FA - Lump Sum Payment	-	600	600	-	-
118F	511010	PW Mtc - Lump Sum Payment	-	400	400	-	-
1191	512010	GASB68 Pension Adjustment	48,094	-	-	-	-
119D	512310	FA - Applied Benefits	216,109	212,900	212,900	-	231,900
119F	512310	PW Mtc - Applied Benefits	23,554	78,500	78,500	-	91,900
119R	512310	FA - PT Applied Benefits	6,314	8,300	8,300	-	6,300
119T	512310	PW Mtc - PT Applied Benefits	9,597	12,400	12,400	-	11,100
		Total Salaries and Benefits	521,346	626,000	626,000	-	650,500
2200	521000	Supplies	2,209	7,000	1,400	(5,600)	5,000
4400	542050	Contractual Services	141,572	124,900	124,900	-	126,900
4900	544020	Intergovernmental Charges	125,000	125,000	125,000	-	125,000
9100	591000	Overhead	238,105	313,000	313,000	-	325,300
9300	592000	Equipment Usage	7,000	7,000	7,000	-	7,000
		Total Maintenance and Operations	513,886	576,900	571,300	(5,600)	589,200
BH00	470090	Miscellaneous Fees	(61,112)	(58,000)	(56,700)	1,300	(58,000)
		Total Applied Revenues	(61,112)	(58,000)	(56,700)	1,300	(58,000)
		- Activity Total -	<u>\$ 974,120</u>	<u>\$ 1,144,900</u>	<u>\$ 1,140,600</u>	<u>\$ (4,300)</u>	<u>\$ 1,181,700</u>

\* Additional detail on following page(s)

**Water Billing and Collection (9130) Account Number Detail**

<b><u>Acct #4400</u></b>	<b>Mid-Year</b>	<b>Final</b>	
	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Postage	\$ 21,000	\$ 21,000	\$ 21,000
Printer Lease	7,700	7,700	7,700
Printer Usage Charge	6,000	6,000	6,000
Meter Reading Equip/Software Maintenance	3,000	3,000	3,000
Inserting Machine Maintenance	2,200	2,200	2,200
Credit Card Merchant Fee	85,000	85,000	87,000
	<u>\$ 124,900</u>	<u>\$ 124,900</u>	<u>\$ 126,900</u>



**Backflow (9135)**  
**(NEW ORG CODE:50442501)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111E	510010	PW Adm - Regular Salaries	\$ 33,364	\$ 30,900	\$ 35,000	\$ 4,100	\$ 30,800
111F	510010	PW Mtc - Regular Salaries	2,307	51,100	2,800	(48,300)	55,700
114E	510040	PW Eng - OT Pay	4,532	8,500	15,000	6,500	8,500
114F	510040	PW Mtc - OT Pay	4,982	5,000	11,000	6,000	5,000
114R	510050	FA - PT OT Pay	183	-	-	-	-
114T	510050	PW Mtc - PT OT Pay	218	600	-	(600)	500
115S	510020	PW Adm - PT Salaries	1,388	1,400	1,500	100	1,300
115T	510020	PW Mtc - PT Salaries	349	20,900	2,600	(18,300)	19,900
118E	511010	PW Adm - Lump Sum Payment	-	200	600	400	-
118F	511010	PW Mtc - Lump Sum Payment	-	400	-	(400)	-
1191	512010	GASB68 Pension Adjustment	12,421	-	-	-	-
119E	512310	PW Adm - Applied Benefits	68,203	56,100	63,500	7,400	56,800
119F	512310	PW Mtc - Applied Benefits	4,340	71,600	4,000	(67,600)	90,300
119S	512310	PW Adm - PT Applied Benefits	326	300	400	100	300
119T	512310	PW Mtc - PT Applied Benefits	93	5,100	700	(4,400)	4,500
		Total Salaries and Benefits	132,706	252,100	137,100	(115,000)	273,600
2200	521000	Supplies	8,460	7,000	10,500	3,500	10,000
4250	540020	Training	325	1,200	-	(1,200)	1,200
4400	542050	Contractual Services	180	500	500	-	500
4900	544020	Intergovernmental Charges	629	1,200	1,100	(100)	1,200
9100	591000	Overhead	60,545	126,100	68,600	(57,500)	136,800
9300	592000	Equipment Usage	5,000	5,000	5,000	-	5,000
		Total Maintenance and Operations	75,139	141,000	85,700	(55,300)	154,700
BH00	470090	Testing Fees	(30,450)	(30,000)	(35,000)	(5,000)	(30,000)
		Total Applied Revenues	(30,450)	(30,000)	(35,000)	(5,000)	(30,000)
		- Activity Total -	\$ 177,395	\$ 363,100	\$ 187,800	\$ (175,300)	\$ 398,300



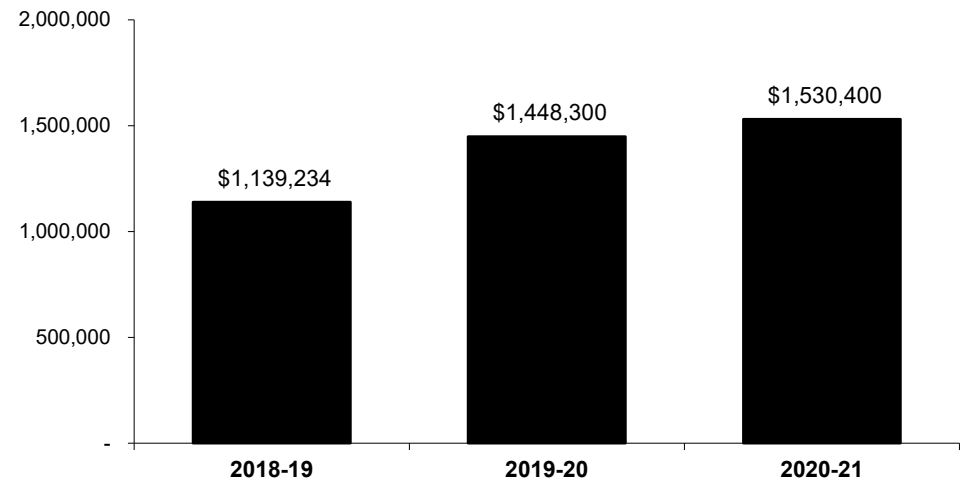
# Distribution System Maintenance (9140)

The Distribution System Maintenance activity is responsible for maintaining 108 miles of City owned water mains, 1,120 fire hydrants, 5,850 water service connections and is also responsible for the City's five storm water pumping systems, ten storm pumps and pumps at City Underpasses. It annually performs approximately five new installations of distribution main, installs 20 fire hydrant runs, 20 fire services connections and 30 new service connections for residential and commercial buildings.

## Activity Summary

	Actual FY 2018-19	Final Est. FY 2019-20	Manager Recommended FY 2020-21
Salaries and Benefits	\$ 628,917	781,600	823,000
Maintenance and Operations	519,606	671,700	714,900
Applied Revenues	(9,289)	(5,000)	(7,500)
Activity Total	\$ 1,139,234	1,448,300	1,530,400

## Fiscal Year Comparisons



**Distribution System Maintenance (9140)**  
**(NEW ORG CODE:50443001)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111E	510010	PW Adm - Regular Salaries	\$ 1,371	\$ -	\$ -	\$ -	\$ -
111F	510010	PW Mtc - Regular Salaries	177,454	256,100	245,000	(11,100)	264,000
114E	510040	PW Eng - OT Pay	1,677	500	-	(500)	500
114F	510040	PW Mtc - OT Pay	28,766	20,000	50,000	30,000	30,000
114T	510050	PW Mtc - PT OT Pay	1,938	1,000	6,000	5,000	3,000
115T	510050	PW Mtc - PT Salaries	14,506	9,200	17,000	7,800	8,500
116E	510060	PW Eng - Standby Pay	70	-	-	-	-
116F	510060	PW Mtc - Standby Pay	12,912	13,000	17,000	4,000	17,500
118F	511010	PW Mtc - Lump Sum Payment	-	1,700	1,600	(100)	-
119E	512310	PW Adm - Applied Benefits	2,506	-	-	-	-
119F	512310	PW Mtc - Applied Benefits	384,245	485,700	445,000	(40,700)	497,600
119T	512310	PW Mtc - PT Applied Benefits	<u>3,472</u>	<u>2,200</u>	-	<u>(2,200)</u>	<u>1,900</u>
		Total Salaries and Benefits	628,917	789,400	781,600	(7,800)	823,000
2200	521000	Supplies	186,871	170,000	220,000	50,000	200,000
3400	534000	Telephone	1,401	1,200	2,000	800	2,000
4220	540010	Memberships	244	300	400	100	400
4250	540020	Training	3,391	4,000	3,500	(500)	4,000
4400	542050	Contractual Services	22,890	55,000	10,000	(45,000)	52,000
9100	591000	Overhead	259,809	394,700	390,800	(3,900)	411,500
9300	592000	Equipment Usage	<u>45,000</u>	<u>45,000</u>	<u>45,000</u>	-	<u>45,000</u>
		Total Maintenance and Operations	519,606	670,200	671,700	1,500	714,900
BR00	470030	Damage to City Property	(8,827)	(8,000)	(5,000)	3,000	(7,500)
BRES	422040	Restitutuion Emergency Response	<u>(462)</u>	<u>(500)</u>	-	<u>500</u>	-
		Total Applied Revenues	(9,289)	(8,500)	(5,000)	3,500.00	(7,500)
		- Activity Total -	<u>\$ 1,139,235</u>	<u>\$ 1,451,100</u>	<u>\$ 1,448,300</u>	<u>\$ (2,800)</u>	<u>\$ 1,530,400</u>

\* Additional detail on following page(s)

**Distribution System Maintenance (9140) Account Number Detail**

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #2200</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Safety Equipment	\$ 7,000	\$ 12,000	\$ 7,000
Uniforms	3,000	4,000	3,000
Small Tools	5,000	10,000	10,000
Pipe/Valves/Fittings/Meters	65,000	79,000	75,000
Meter Repair Parts	40,000	50,000	45,000
Slurry/Concrete	7,000	12,000	10,000
Miscellaneous Supplies	<u>43,000</u>	<u>53,000</u>	<u>50,000</u>
	\$ 170,000	\$ 220,000	\$ 200,000

	<b>Mid-Year</b>	<b>Final</b>	
<b><u>Acct #4400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Water Analysis	\$ 3,500	\$ 500	\$ -
Mandated Lab Analysis	2,500	500	-
Dump Charges	5,000	500	5,000
Underground Service Alert (USA)	-	2,500	3,000
Asbestos Concrete. Pipe Disposal	2,000	500	2,000
Welding & Repairs	20,000	1,000	20,000
Telemetry/Instrumentation Service	<u>22,000</u>	<u>4,500</u>	<u>22,000</u>
	\$ 55,000	\$ 10,000	\$ 52,000

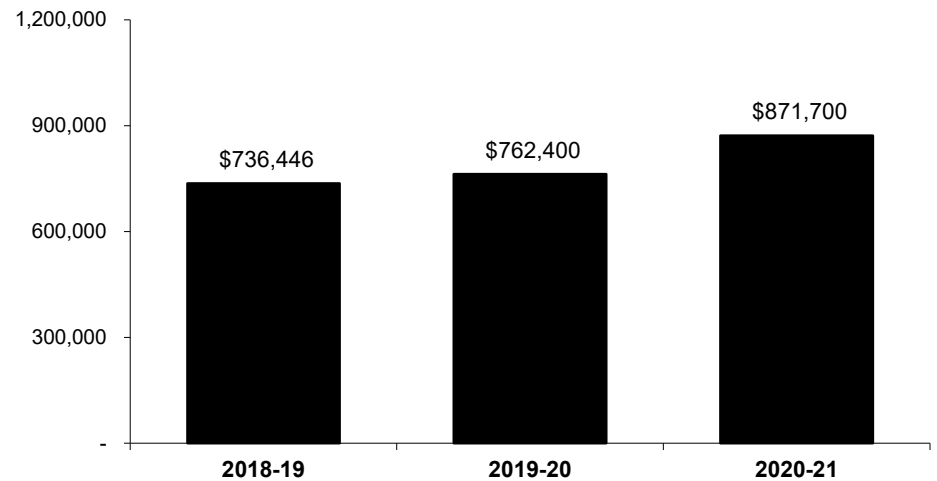
# Production Facilities Maintenance (9145)

The Production activity is responsible for operating City wells, reservoirs and interconnections, taking weekly State Title 22 water samples, ensuring water quality, investigating customer concerns, replacements and testing, as well as treating and maintaining the City's six recreational pools to ensure they meet State Department of Health Safety standards.

## Activity Summary

		Final	Manager
	Actual	Est.	Recommended
	FY 2018-19	FY 2019-20	FY 2020-21
Salaries and Benefits	\$ 411,485	399,800	462,500
Maintenance and Operations	324,961	362,600	409,200
Applied Revenues	-	-	-
Activity Total	\$ 736,446	762,400	871,700

## Fiscal Year Comparisons



**Production Facilities Maintenance (9145)**  
**(NEW ORG CODE:50443002)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
111F	510010	PW Mtc - Regular Salaries	\$ 117,515	\$ 148,300	\$ 121,000	\$ (27,300)	\$ 151,800
114F	510040	PW Mtc - OT Pay	29,561	30,000	25,500	(4,500)	30,000
114T	510050	PW Mtc - PT OT Pay	57	100	100	-	100
115T	510020	PW Mtc - PT Salaries	4,803	-	9,000	9,000	-
118F	511010	PW Mtc - Lump Sum Payment	-	900	600	(300)	-
119F	512310	PW Mtc - Applied Benefits	258,457	271,300	241,500	(29,800)	280,600
119T	512310	PW Mtc - PT Applied Benefits	<u>1,092</u>	<u>-</u>	<u>2,100</u>	<u>2,100</u>	<u>-</u>
		Total Salaries and Benefits	411,485	450,600	399,800	(50,800)	462,500
2200	521000	Supplies	46,058	45,000	68,000	23,000	51,000
3100	531000	Electricity	14,044	45,000	13,500	(31,500)	14,000
3200	532000	Natural gas	12,071	12,000	11,000	(1,000)	12,000
3300	533000	Water	4,445	5,500	8,100	2,600	6,000
3400	534000	Telephone	6,078	6,000	5,300	(700)	6,000
4220	540010	Memberships	210	400	400	-	400
4250	540020	Training	693	1,000	2,300	1,300	1,000
4400	542050	Contractual Services	42,869	60,400	28,500	(31,900)	60,600
4900	544020	Intergovernmental Charges	2,936	1,900	600	(1,300)	1,900
9100	591000	Overhead	170,557	225,300	199,900	(25,400)	231,300
9300	592000	Equipment Usage	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>	<u>-</u>	<u>25,000</u>
		Total Maintenance and Operations	324,961	427,500	362,600	(64,900)	409,200
		- Activity Total -	<u>\$ 736,446</u>	<u>\$ 878,100</u>	<u>\$ 762,400</u>	<u>\$ (115,700)</u>	<u>\$ 871,700</u>

\* Additional detail on following page(s)

**Production Facilities Maintenance (9145) Account Number Detail**

<b><u>Acct #2200</u></b>	<b>Mid-Year <u>FY 2019-20</u></b>	<b>Final <u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Oil Lubricants	\$ 6,000	\$ 8,000	\$ 6,000
Uniforms	2,500	2,500	2,500
Chlorine Parts	3,000	5,000	3,000
Telemetry Parts & Small Tools	10,000	12,000	12,500
Filters, Chemicals	8,000	20,000	8,000
Engine Parts, Pump Fittings	10,500	14,500	14,000
Safety Equipment	<u>5,000</u>	<u>6,000</u>	<u>5,000</u>
	\$ 45,000	\$ 68,000	\$ 51,000

<b><u>Acct #4400</u></b>	<b>Mid-Year <u>FY 2019-20</u></b>	<b>Final <u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Engine/Pump Repairs	\$ 20,000	\$ 10,500	\$ 20,000
Scada System Upgrades	15,000	3,000	15,000
SCAQMD Compliance Services	13,000	4,000	13,000
Valve Service	4,900	5,000	5,000
Chlorine Service	4,500	2,800	4,500
Landscape Maintenance	<u>3,000</u>	<u>3,200</u>	<u>3,100</u>
	\$ 60,400	\$ 28,500	\$ 60,600

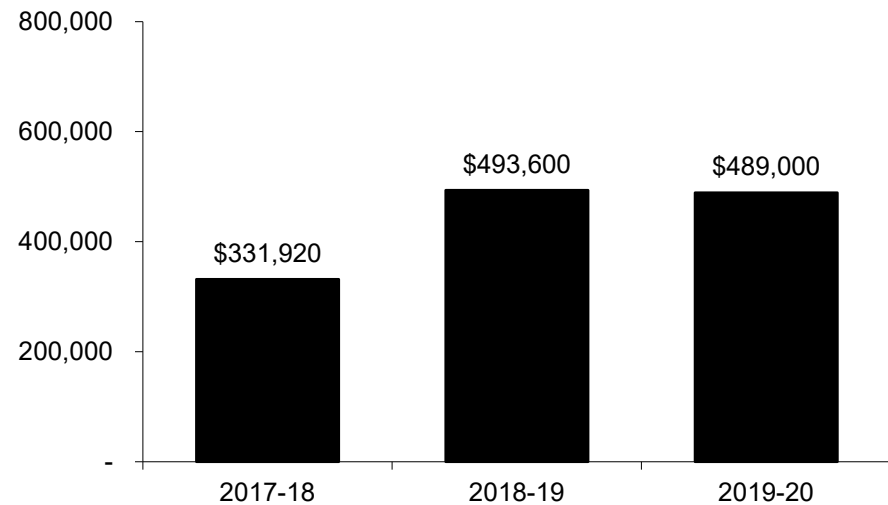
# Debt Service (9180)

The Debt Service activity accounts for the current payments due on debt issued by the Water Utility.

## Activity Summary

		Actual	Final	Manager
		FY 2017-18	Est. FY 2018-19	Recommended FY 2019-20
Salaries and Benefits	\$	-	-	-
Maintenance and Operations		331,920	493,600	489,000
Applied Revenues		-	-	-
Activity Total	\$	<u>331,920</u>	<u>493,600</u>	<u>489,000</u>

## Fiscal Year Comparisons



**Debt Service (9180)**  
**(NEW ORG CODE:50443500)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
4400	542050	Contractual Services	\$ 6,541	\$ 3,000	\$ 3,000	\$ -	\$ 3,000
8810	581000	Principal	-	200,000	200,000	-	200,000
8820	582000	Interest	325,379	290,600	290,600	-	286,000
		Total Maintenance and Operations	331,920	493,600	493,600	-	489,000
		- Activity Total -	<u>\$ 331,920</u>	<u>\$ 493,600</u>	<u>\$ 493,600</u>	<u>\$ -</u>	<u>\$ 489,000</u>

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\* Additional detail on following page(s)



**Debt Service (9180) Account Number Detail**

	Mid-Year	Final	
<b><u>Acct #4400</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
2013 Revenue Bonds	\$ 1,500	\$ 1,500	\$ 1,500
2018 Revenue Bonds - BIC	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>
	\$ 3,000	\$ 3,000	\$ 3,000

	Mid-Year	Final	
<b><u>Acct #8810</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
2018 Revenue Bonds	\$ 200,000	\$ 200,000	\$ 200,000
	\$ 200,000	\$ 200,000	\$ 200,000

	Mid-Year	Final	
<b><u>Acct #8820</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
2013 Revenue Bonds	\$ 256,500	\$ 256,500	\$ 256,500
2018 Revenue Bonds	<u>34,100</u>	<u>34,100</u>	<u>29,500</u>
	\$ 290,600	\$ 290,600	\$ 286,000

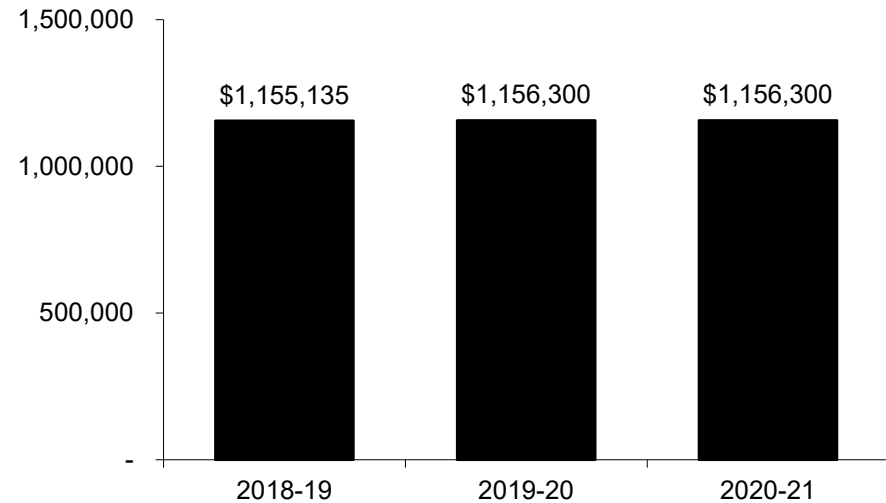
# Interfund Transfers (8100)

The Interfund Transfers activity accounts for the transfers of the Water Fund to other City Funds.

## Activity Summary

		Actual	Final	Manager
		FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$	-	-	-
Maintenance and Operations		1,155,135	1,156,300	1,156,300
Applied Revenues		-	-	-
Activity Total	\$	<u>1,155,135</u>	<u>1,156,300</u>	<u>1,156,300</u>

## Fiscal Year Comparisons



**Interfund Transfers (8100)**  
**(NEW ORG CODE:5010)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
8110	820000	Transfer to General Fund	\$ 1,155,135	\$ 1,156,300	\$ 1,156,300	\$ -	\$ 1,156,300
		Total Maintenance and Operations	1,155,135	1,156,300	1,156,300	-	1,156,300
		<b>- Activity Total -</b>	<u>\$ 1,155,135</u>	<u>\$ 1,156,300</u>	<u>\$ 1,156,300</u>	<u>\$ -</u>	<u>\$ 1,156,300</u>

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\* Additional detail on following page(s)

**Interfund Transfer (8100) Account Number Detail**

	Mid-Year	Final	
<b><u>Acct #8110</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Water Utility Authority Lease	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
NPDES	138,700	138,700	138,700
Underpass Vault & Pass Clean/Repair	12,500	12,500	12,500
Computer Replacement Program	5,100	5,100	5,100
	<u>\$ 1,156,300</u>	<u>\$ 1,156,300</u>	<u>\$ 1,156,300</u>



# HOUSING SUCCESSOR



The City, as Housing Successor to the former Santa Fe Springs Community Development Commission, maintains the assets of the former low-moderate income housing fund. Pursuant to California law, the unobligated cash balance of the fund was transferred to Los Angeles County for distribution to taxing agencies. The remaining assets (e.g. real estate and loans receivable) are retained by the City. In the event that revenue becomes available to this fund the City Council will take action regarding the use of such funds.

The outstanding housing bonds are budgeted and paid by the Successor Agency from property taxes allocated to it pursuant to the dissolution bills.

# Housing Successor - Housing Assets Fund

## Sources and Uses of Funds



2019-20 Final Estimates & FY 2020-2021 Budget						
Activity Name	Actual FY 2018-19	Mid Year Approved FY 2019-20	Final Estimate FY 2019-20	Manager Recommended FY 2020-21	Manager Rec. FY 2020-21 vs. Final Est. FY 19-20 Budget Variance	
					\$	%
Estimated Beginning Fund Balance	\$ 10,913,101	\$ 12,032,694	\$ 12,032,694	\$ 11,901,394	\$ (131,300)	-1.1%
<b>Sources</b>						
Interest Income	197,445	105,000	105,000	100,000	(5,000)	-4.8%
Mandated 20% Housing Transfer	<u>1,313,215</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.0%</u>
Total Sources	<u>1,510,660</u>	<u>105,000</u>	<u>105,000</u>	<u>100,000</u>	<u>(5,000)</u>	<u>-4.8%</u>
<b>Uses</b>						
Department Expenditures						
Housing Administration	108,073	200,000	200,000	200,000	-	0.0%
Housing Acquisition and Rehab	78,456	19,700	36,300	30,000	10,300	52.3%
Loss on Sale of Property	<u>204,537</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.0%</u>
Total Uses	<u>391,067</u>	<u>219,700</u>	<u>236,300</u>	<u>230,000</u>	<u>10,300</u>	<u>4.7%</u>
Surplus / (Deficit)	<u>1,119,593</u>	<u>(114,700)</u>	<u>(131,300)</u>	<u>(130,000)</u>	<u>(15,300)</u>	<u>13.3%</u>
<b>Estimated Ending Fund Balance</b>	<u><u>\$ 12,032,694</u></u>	<u><u>\$ 11,917,994</u></u>	<u><u>\$ 11,901,394</u></u>	<u><u>\$ 11,771,394</u></u>	<u><u>\$ (146,600)</u></u>	<u><u>-1.2%</u></u>

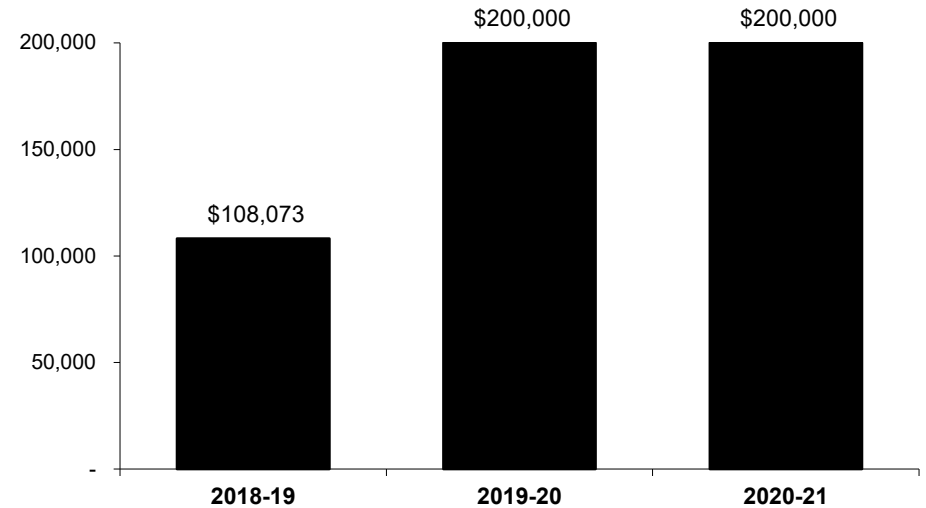
# Housing Administration (4210)

The Housing Administration activity reflects the payment of costs associated with administering the various housing properties of the City's Housing Assets Fund. Upon dissolution of redevelopment agencies effective February 1, 2012, the City, acting as Housing Successor, received all housing assets of the former redevelopment agency's Low and Moderate Income Housing Fund.

## Activity Summary

	Actual	Final	Manager
	FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$ 101,256	156,500	150,600
Maintenance and Operations	6,818	43,500	49,400
Applied Revenues	-	-	-
Activity Total	\$ 108,073	200,000	200,000

## Fiscal Year Comparisons





**Housing Administration (4210)**  
**(SPRING ORG CODE: 23052501)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Manager Recommended FY 2020-21
111B	510010	CM - Regular Salaries	\$ -	\$ 9,500	\$ 9,500	\$ 9,500
111D	510010	FA - Regular Salaries	13,508	22,100	22,100	22,600
111M	510010	PLN Adm - Regular Salaries	19,348	26,800	26,800	22,500
118M	511010	PLN Adm - Lump Sum Payment	-	100	100	-
119B	512310	CM - Applied Benefits	-	14,100	14,100	14,700
119D	512310	FA - Applied Benefits	18,955	31,100	31,100	33,800
119M	512310	PLN Adm - Applied Benefits	<u>49,445</u>	<u>52,800</u>	<u>52,800</u>	<u>47,500</u>
		Total Salaries and Benefits	101,256	156,500	156,500	150,600
4400	542050	Contractual Services	6,818	11,700	11,700	11,700
9100	591000	Overhead	-	<u>31,800</u>	<u>31,800</u>	<u>37,700</u>
		Total Maintenance and Operations	6,818	43,500	43,500	49,400
		<b>- Activity Total -</b>	<u>\$ 108,073</u>	<u>\$ 200,000</u>	<u>\$ 200,000</u>	<u>\$ 200,000</u>

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\* Additional detail on following page(s)

**Housing Administration (4210) Account Number Detail**

<b><u>Acct #4400</u></b>	<b><u>Mid-Year</u></b>	<b><u>Final</u></b>	
	<b><u>FY2019-20</u></b>	<b><u>FY2019-20</u></b>	<b><u>FY2020-21</u></b>
Audit Services	\$ 5,000	\$ 5,000	\$ 5,000
Legal Serices	6,700	6,700	6,700
	<u>\$ 11,700</u>	<u>\$ 11,700</u>	<u>\$ 11,700</u>

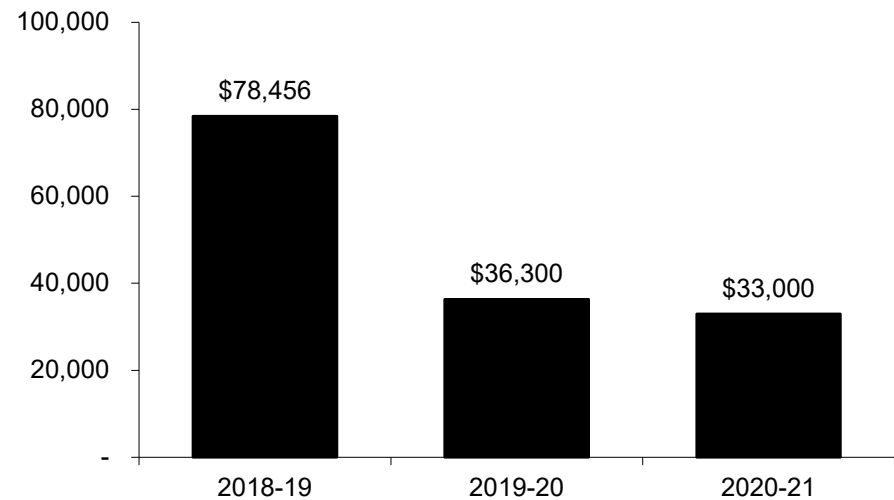
# Housing Acquisition and Rehabilitation (4250)

The Housing Acquisition and Rehabilitation activity is responsible for maintaining and making available existing housing properties acquired by the City, acting as Housing Successor. The assets of the former Low and Moderate Income Housing Fund were transferred to the Housing Successor upon the dissolution of redevelopment agencies effective February 1, 2012.

## Activity Summary

	Actual	Final	Manager
	FY 2018-19	Est. FY 2019-20	Recommended FY 2020-21
Salaries and Benefits	\$ -	-	-
Maintenance and Operations	78,456	36,300	33,000
Applied Revenues	-	-	-
Activity Total	\$ 78,456	36,300	33,000

## Fiscal Year Comparisons



**Housing Acquisition and Rehab (4250)**  
**(SPRING ORG CODE: 23052502)**  
**Activity Detail**

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Manager Recommended FY 2020-21
2200	521000	Supplies	\$ 108	\$ 200	\$ 200	\$ 200
3100	531000	Electricity	503	700	700	700
3200	532000	Natural Gas	78	100	100	100
3300	533000	Water	1,530	2,000	2,000	2,000
4400	542050	Contractual Services	75,975	16,700	33,300	30,000
4900	544020	Intergovernmental Charges	262	-	-	-
		Total Maintenance and Operations	78,456	19,700	36,300	33,000
		<b>- Activity Total -</b>	<b>\$ 78,456</b>	<b>\$ 19,700</b>	<b>\$ 36,300</b>	<b>\$ 33,000</b>

\* Additional detail on following page(s)

# **Housing Acquisition and Rehab (4250) Account Number Detail**

<b><u>Acct #4400</u></b>	<b><u>Mid-Year</u></b>	<b><u>Final</u></b>	<b><u>FY2020-21</u></b>
	<b><u>FY2019-20</u></b>	<b><u>FY2019-20</u></b>	
On-going Maint	\$ 16,700	\$ 16,700	\$ 30,000
Consultant	-	16,600	-
	<u>\$ 16,700</u>	<u>\$ 33,300</u>	<u>\$ 30,000</u>



# SUCCESSOR AGENCY



This section contains detailed information for the following:

- ◆ Administration
- ◆ Redevelopment Obligation Retirement Fund - Consolidated
- ◆ Redevelopment Obligation Retirement Fund – Washington Blvd.

# Successor Agency Sources and Uses of Funds



## 2019-20 Final Estimates & FY 2020-21 Budget

Activity Name	Actual FY 2018-19	Mid Year Approved FY 2019-20	Final Estimate FY 2019-20	Manager Recommended FY 2020-21	Manager Rec. FY 2020-21 vs. Final Est. FY 19-20	
					Budget Variance	
					\$	%
<b>Sources</b>						
Redevelopment Property Tax Trust Funds	\$ 16,459,737	\$ 22,513,000	\$ 22,513,000	\$ 16,467,800	(6,045,200)	-26.9%
Interest Income and Others	<u>78,879</u>	<u>-</u>	<u>75,000</u>	<u>65,000</u>	<u>(10,000)</u>	<u>NA</u>
Total Sources	16,538,616	22,513,000	22,588,000	16,532,800	(6,055,200)	-26.9%
<b>Uses</b>						
Department Expenditures						
Administration	311,384	253,900	253,900	284,000	30,100	11.9%
Redevelopment Obligation Retirement Fund - Consolidated	18,097,953	15,983,400	9,417,300	12,629,051	3,211,751	20.1%
Redevelopment Obligation Retirement Fund - Washington Blvd.	<u>100,070</u>	<u>80,000</u>	<u>129,400</u>	<u>129,300</u>	<u>(100)</u>	<u>-0.1%</u>
Total Uses	<u>18,509,407</u>	<u>16,317,300</u>	<u>9,800,600</u>	<u>13,042,351</u>	<u>3,241,751</u>	<u>19.9%</u>
Surplus / (Deficit)	\$ (1,970,791)	\$ 6,195,700	\$ 12,787,400	\$ 3,490,449	\$ (9,296,951)	-150.1%



[illegible]

Fiscal Year	Value
2018-19	\$18,097,953
2019-20	\$9,417,300
2020-21	\$12,629,051

**Redevelopment Obligation Retirement Fund - Consolidated (8800)**  
**(SPRING ORG CODE: 80708070)**  
**Activity Detail**

Acct No.		Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
3300	533000	Water	\$ 5,293	\$ 10,000	\$ 10,000	\$ -	\$ 10,000
4400	542050	Contractual Services	19,904	14,500	14,500	-	14,500
8810	581000	Principal	15,271,074	15,486,100	8,920,000	(6,566,100)	10,840,060
8820	582000	Interest	2,797,628	468,800	468,800	-	1,764,491
8850	585000	Bond Issuance Costs	4,054	4,000	4,000	-	-
		Total Maintenance and Operations	18,097,953	15,983,400	9,417,300	(6,566,100)	12,629,051
		<b>- Activity Total -</b>	<u>\$ 18,097,953</u>	<u>\$ 15,983,400</u>	<u>\$ 9,417,300</u>	<u>\$ (6,566,100)</u>	<u>\$ 12,629,051</u>

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\* Additional detail on following page(s)

**Redevelopment Obligation Retirement Fund - Consolidated (8800) Account Number Detail**

<b><u>Acct #4400</u></b>	<b><u>Mid-Year FY 2019-20</u></b>	<b><u>Final FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Fiscal Agent Fees	\$ 6,000	\$ 6,000	\$ 6,000
Weed Abatement	3,500	3,500	3,500
Continuing disclosure	5,000	5,000	5,000
	<u>\$ 14,500</u>	<u>\$ 14,500</u>	<u>\$ 14,500</u>

<b><u>Acct #8810</u></b>	<b><u>Mid-Year FY 2019-20</u></b>	<b><u>Final FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
2006-A Bonds	\$ 920,000	\$ 920,000	\$ 1,794,209
2016 Bonds	4,845,000	4,845,000	4,142,634
2017 Bonds	3,155,000	3,155,000	4,903,217
City of Santa Fe Springs Advance	6,566,100	-	-
	<u>\$ 15,486,100</u>	<u>\$ 8,920,000</u>	<u>\$ 10,840,060</u>

<b><u>Acct #8820</u></b>	<b><u>Mid-Year FY 2019-20</u></b>	<b><u>Final FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
2006-A Bonds	\$ -	\$ -	\$ 1,480,791
2016 Bonds	214,700	214,700	136,100
2017 Bonds	254,100	254,100	147,600
	<u>\$ 468,800</u>	<u>\$ 468,800</u>	<u>\$ 1,764,491</u>

[illegible]

### Fiscal Year Comparisons

Fiscal Year	Value
2018-19	\$100,070
2019-20	\$45,000
2020-21	\$129,300

[illegible]

**Redevelopment Obligation Retirement Fund - Washington Blvd. (8800)**  
**(SPRING ORG CODE: 80718071)**  
**Activity Detail**

Acct No.		Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Variance	Manager Recommended FY 2020-21
8820	582000	Interest	\$ 100,070	\$ 80,000	\$ 129,400	\$ 49,400	\$ 129,300
		Total Maintenance and Operations	100,070	80,000	129,400	49,400	129,300
		<b>- Activity Total -</b>	<u>\$ 100,070</u>	<u>\$ 80,000</u>	<u>\$ 129,400</u>	<u>\$ 49,400</u>	<u>\$ 129,300</u>

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\* Additional detail on following page(s)

**Redevelopment Obligation Retirement Fund - Washington Blvd. (8800) Account Number Detail**

<b><u>Acct #8820</u></b>	<b><u>Mid-Year FY 2019-20</u></b>	<b><u>Final FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Los Angeles County Tax Deferral Loan	\$ 80,000	\$ 129,400	\$ 129,300
	\$ 80,000	\$ 129,400	\$ 129,300

[illegible]

Year	Number of people
2018-19	\$311,384
2019-20	\$253,900
2020-21	\$284,000

## Successor Agency Administration - Consolidated (8410)

(SPRING ORG CODE: 8080)

### Activity Detail

Legacy Object No.	SPRING Object No.	Description	Actual FY 2018-19	Mid-Year Budget FY 2019-20	Final Estimate FY 2019-20	Manager Recommended FY 2020-21
111B	510010	CM - Regular Salaries	27,409	\$ 12,200	\$ 12,200	\$ 13,400
111D	510010	FA - Regular Salaries	50,101	45,500	45,500	46,700
111L	510010	CA - Regular Salaries	-	-	-	-
111M	510010	PLN Adm - Regular Salaries	5,048	4,900	4,900	6,600
118B	511010	CM - Lump Sum Payment	-	-	-	100
118D	511010	FA - Lump Sum Payment	-	-	-	200
118M	511010	PLN Adm - Lump Sum Payment	-	-	-	-
119B	512310	CM - Applied Benefits	26,955	18,300	18,300	20,400
119D	512310	FA - Applied Benefits	81,544	67,300	67,300	72,100
119L	512310	CA - Applied Benefits	-	-	-	-
119M	512310	PLN Adm - Applied Benefits	<u>12,994</u>	<u>10,100</u>	<u>10,100</u>	<u>14,300</u>
		Total Salaries and Benefits	204,051	158,300	158,300	173,800
4210	540030	Travel and Meetings	20	1,500	1,500	1,500
4400	542050	Contractual Services	5,288	19,700	19,700	19,700
4630	541040	Liability Insurance	-	2,000	2,000	2,000
9100	591000	Overhead	<u>102,026</u>	<u>72,400</u>	<u>72,400</u>	<u>87,000</u>
		Total Maintenance and Operations	107,334	95,600	95,600	110,200
		<b>- Activity Total -</b>	<u>311,384</u>	<u>\$ 253,900</u>	<u>\$ 253,900</u>	<u>\$ 284,000</u>

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Additional detail on following page(s)



**Successor Agency Administration - Consolidated (8410) Account Number Detail**

<b><u>Acct #4400</u></b>	<b><u>Mid-Year</u></b>	<b><u>Final</u></b>	
	<b><u>FY 2019-20</u></b>	<b><u>FY 2019-20</u></b>	<b><u>FY 2020-21</u></b>
Professional services	\$ 1,700	\$ 1,700	\$ 1,700
Audit Services	13,000	13,000	13,000
Legal Services	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
	\$ 19,700	\$ 19,700	\$ 19,700