



***CITY OF SANTA FE SPRINGS***  
**PROPOSED**  
**OPERATING**  
**BUDGET**  
**FISCAL YEAR 2023-24**





**Juanita A. Martin**  
**Mayor**



**Jay Sarno**  
**Mayor Pro Tem**



**Annette Rodriguez**  
**Councilmember**



**William Rounds**  
**Councilmember**



**Joe Angel Zamora**  
**Councilmember**



**TOM HATCH**

*INTERIM CITY MANAGER*

**YVETTE KIRPIN**

*INTERIM DIRECTOR OF PUBLIC WORKS/CITY ENGINEER*

**WAYNE MORRELL**

*DIRECTOR OF PLANNING*

**DINO TORRES**

*DIRECTOR OF POLICE SERVICES*

**CHAD VAN MEETEREN**

*FIRE CHIEF*

**TRAVIS HICKEY**

*DIRECTOR OF FINANCE & ADMINISTRATIVE SERVICES*

**MARICELA BALDERAS**

*DIRECTOR OF COMMUNITY SERVICES*

# General Fund

## Sources and Uses of Funds

	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24	FY 2023-24 vs. FY 2022-23 Variance	
					\$	%
<b>Sources</b>						
Estimated General Revenues	\$ 69,157,972	\$ 76,824,282	\$ 69,618,300	\$ 79,008,600	\$ 9,390,300	13.5%
Total Sources	<u>69,157,972</u>	<u>76,824,282</u>	<u>69,618,300</u>	<u>79,008,600</u>	<u>9,390,300</u>	<u>13.5%</u>
<b>Uses</b>						
Department Expenditures	48,025,260	53,238,612	63,587,100	69,717,300	6,130,200	9.6%
Non-Recurring Expenditures	1,427,711	1,024,187	1,689,900	4,671,800	2,981,900	176.5%
Capital Improvement Program Funding	<u>2,800,000</u>	<u>2,800,000</u>	<u>2,800,000</u>	<u>2,800,000</u>	<u>-</u>	<u>0.0%</u>
Total Uses	<u>52,252,971</u>	<u>57,062,799</u>	<u>68,077,000</u>	<u>77,189,100</u>	<u>9,112,100</u>	<u>13.4%</u>
<b>Operating Surplus / (Deficit)</b>	<u>16,905,001</u>	<u>19,761,483</u>	<u>1,541,300</u>	<u>1,819,500</u>	<u>278,200</u>	<u>18.0%</u>
<b>Fund Transfers</b>	<u>(16,142,008)</u>	<u>(16,600,000)</u>	<u>-</u>	<u>(1,819,500)</u>	<u>(1,819,500)</u>	<u>0.0%</u>
<b>Net Surplus / (Deficit)</b>	<u>\$ 762,993</u>	<u>\$ 3,161,483</u>	<u>\$ 1,541,300</u>	<u>\$ -</u>	<u>\$ (1,541,300)</u>	<u>-100.0%</u>



# GENERAL FUND

## STATEMENT OF FUND BALANCES

					FY 2023-24 vs. FY 2022-23 Variance	
	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24	\$	%
<b>UNASSIGNED FUND BALANCE</b>						
Beginning Fund Balance (Jul 1)	\$ 24,121,539	\$ 24,884,532	\$ 28,046,015	\$ 29,587,315	\$ 1,541,300	5.5%
<b>Sources</b>						
Actual & Estimated General Revenues	69,157,972	76,824,282	69,618,300	79,008,600	9,390,300	13.5%
<b>Uses</b>						
Department Expenditures	48,025,260	53,238,612	63,587,100	69,717,300	6,130,200	9.6%
Non-Recurring Expenditures	1,427,711	1,024,187	1,689,900	4,671,800	2,981,900	176.5%
Capital Improvement Program Funding	2,800,000	2,800,000	2,800,000	2,800,000	-	0.0%
Total Uses	52,252,971	57,062,799	68,077,000	77,189,100	9,112,100	13.4%
<b>Operating Surplus / (Deficit) Before Transfers</b>	<b>16,905,001</b>	<b>19,761,483</b>	<b>1,541,300</b>	<b>1,819,500</b>	<b>278,200</b>	<b>18.0%</b>
<b>Fund Transfers:</b>						
Equipment Replacement	(2,000,000)	(1,000,000)	-	(1,027,500)	(1,027,500)	0.0%
Employee Benefits Fund	(1,200,000)	-	-	-	-	0.0%
Capital Improvement Program Funding	(5,742,008)	(9,000,000)	-	(396,000)	(396,000)	0.0%
Unfunded Liability Contributions Reserve	(6,000,000)	(5,000,000)	-	(396,000)	(396,000)	0.0%
Economic Contingency Reserve	(1,200,000)	(1,600,000)	-	-	-	0.0%
<b>Net Surplus / (Deficit)</b>	<b>762,993</b>	<b>3,161,483</b>	<b>1,541,300</b>	<b>-</b>	<b>(1,541,300)</b>	<b>-100.0%</b>
<b>Ending Fund Balance (Jun 30)</b>	<b>\$ 24,884,532</b>	<b>\$ 28,046,015</b>	<b>\$ 29,587,315</b>	<b>\$ 29,587,315</b>	<b>\$ -</b>	<b>0.0%</b>
Fund Balance Reserve as a % of op exp	48%	49%	43%	38%		

					FY 2023-24 vs. FY 2022-23 Variance	
	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24	\$	%
<b>ASSIGNED FUND BALANCE</b>						
Facility Improvement	\$ 25,193	\$ 25,193	\$ 25,193	\$ 25,193	\$ -	0.0%
General Equipment Replacement	4,651,249	4,327,754	4,109,754	4,109,754	-	0.0%
Fire Equipment Replacement Fund	228,200	228,200	228,200	228,200	-	0.0%
Economic Contingency Reserve	6,125,000	7,725,000	7,725,000	7,725,000	-	0.0%
Risk Management	903,200	903,200	903,200	903,200	-	0.0%
Employee Benefits Fund	3,377,785	3,377,785	3,377,785	3,377,785	-	0.0%
Unfunded Liability Contributions Reserve	-	5,000,000	5,000,000	5,396,000	396,000	7.9%
<b>TOTAL ASSIGNED FUND BALANCE</b>	<b>\$ 15,310,627</b>	<b>\$ 21,587,132</b>	<b>\$ 21,369,132</b>	<b>\$ 21,765,132</b>	<b>\$ 396,000</b>	<b>1.9%</b>

# General Fund Department Summaries

## Summary By Department

Department	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
General Government	\$ 2,302,945	\$ 2,501,980	\$ 3,203,100	\$ 3,229,200
Finance and Administrative Services	3,733,129	3,853,678	5,074,600	6,907,100
Police Services	12,045,178	14,285,284	15,495,600	17,123,500
Fire-Rescue	15,900,322	17,550,541	20,044,900	20,833,300
Planning and Community Development	796,893	699,832	1,416,300	1,974,400
Public Works				
Engineering	455,416	460,793	928,900	1,123,600
Municipal Services	7,210,661	8,083,462	9,851,000	10,337,300
Community Services				
Administration	729,288	592,818	769,700	810,200
Parks and Recreation Services	1,912,050	2,193,211	2,882,800	3,375,800
Library and Cultural Services	1,587,545	1,586,009	2,066,200	2,144,700
Family and Human Services	<u>1,351,833</u>	<u>1,431,005</u>	<u>1,854,000</u>	<u>1,858,200</u>
Total	<u>\$ 48,025,260</u>	<u>\$ 53,238,612</u>	<u>\$ 63,587,100</u>	<u>\$ 69,717,300</u>

# General Fund Revenue Summary

FY 2023-24 vs. FY 2022-23 Variance							
Account	Revenue Source	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24	\$	%
<u>Taxes</u>							
411010	Property	\$ 3,050,961	\$ 3,023,144	\$ 2,350,000	\$ 3,000,000	\$ 650,000	27.7%
411020	Property - Pass Thru to City	2,555,438	2,340,803	1,850,000	2,100,000	250,000	13.5%
411060	Utility User's	6,618,376	7,568,007	6,300,000	7,000,000	700,000	11.1%
411030	Sales & Use	32,097,995	39,335,559	33,600,000	38,000,000	4,400,000	13.1%
411035	Transactions & Use	13,682,006	15,661,416	14,200,000	15,600,000	1,400,000	9.9%
411500	Transient Occupancy	172,204	158,797	149,000	150,000	1,000	0.7%
411040	Franchise	3,411,092	3,656,441	3,265,000	3,500,000	235,000	7.2%
411050	Business Operations	754,270	795,155	765,000	765,000	-	0.0%
411530	Property Transfer	354,943	360,207	260,600	366,500	105,900	40.6%
411510	Oil Well	150,524	145,024	135,000	140,000	5,000	3.7%
411520	Barrel	138,200	1,310	288,400	106,000	(182,400)	-63.2%
Total Taxes		62,986,009	73,045,862	63,163,000	70,727,500	\$ 7,564,500	12.0%
<u>Use of Money &amp; Property</u>							
415200	Interest Earnings	303,270	411,622	500,000	2,182,000	1,682,000	336.4%
415210	Realized Gains/Loss on Invest	204,509	241,913	-	-	-	N/A
415220	Unrealized Gains/Loss on Invest	(128,070)	(3,059,795)	-	-	-	N/A
415300	Rentals	326,011	335,893	304,000	325,000	21,000	6.9%
415310	Ground Lease	880,950	824,000	823,900	823,900	-	0.0%
415320	Development	175,299	405,710	315,200	304,000	(11,200)	-3.6%
Total Use Of Money & Property		1,761,969	(840,658)	1,943,100	3,634,900	\$ 1,691,800	87.1%
<u>State Subventions</u>							
415100	Vehicle In Lieu Taxes	2,297,474	2,359,894	2,266,000	2,300,000	34,000	1.5%
Total State Subventions		2,297,474	2,359,894	2,266,000	2,300,000	\$ 34,000	1.5%
<u>Other</u>							
415900	Other	298,969	281,595	246,200	246,200	-	0.0%
426000	Greenwaste Host Fee	813,551	977,589	800,000	900,000	100,000	100.0%
415330	Water Utility Lease Payment	1,000,000	1,000,000	1,200,000	1,200,000	-	0.0%
Total Other		2,112,520	2,259,184	2,246,200	2,346,200	\$ 100,000	4.5%
Total General Fund		\$ 69,157,972	\$ 76,824,282	\$ 69,618,300	\$ 79,008,600	9,390,300	13.5%

# GENERAL GOVERNMENT





**City Council:** 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, 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, and appoints the City Manager and City Attorney, and approves the City's budget.

**City Clerk:** 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.

**City Attorney:** 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.





**City Manager:** 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, staff members, and agencies in promoting and implementing the City's legislative interests and policies.

**Community Organization Support:** 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. Re-



quests 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.

**Waste Management:** This activity is responsible for managing franchise agreements with various commercial and industrial solid waste haulers and ensuring compliance with AB 939 waste diversion requirements. This activity plans, promotes and administers programs relating to residential curbside recycling, construction and demolitions debris disposal, used oil recycling, beverage container recycling, universal waste roundups, and household hazardous waste roundups.

**Community Promotion:** The Community Promotion activity provides a positive public relations program for the City by promoting and supporting special activities and events, celebrations, and local civic and community groups.

# General Government

## FY 2023-24 Proposed Budget

### Department Summary

Activity		Actual	Actual	Adopted	Proposed
Number	Name	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
10101110	City Council	\$ 461,503	\$ 513,483	\$ 579,900	\$ 600,000
10101115	City Clerk	308,815	300,623	524,700	406,100
10101120	City Attorney	199,235	185,170	306,000	320,100
10101125	City Manager	727,069	812,184	905,900	964,400
10101130	Community Organization Support	190,000	148,034	192,800	192,800
10101145	Waste Management	-	(510)	-	-
10101140	Community Promotion	416,323	542,997	693,800	745,800
Department Totals		\$ 2,302,945	\$ 2,501,980	\$ 3,203,100	\$ 3,229,200

General Government					
Positions	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
City Manager	1	1	1	1	1
City Clerk	1	1	1	1	1
City Clerk Technician	1	1	-	-	-
Communications Specialist	-	-	-	1	1
Deputy City Clerk	-	-	1	1	1
Executive Assistant to the City Manager & City Council	-	-	1	1	1
Municipal Affairs Manager	-	-	1	1	1
Secretary to the City Manager & City Council	1	1	-	-	-
Senior Management Analyst	1	1	-	-	-
Program Assistant	-	-	1	-	-
Public Information Officer	-	-	1	1	1
Public Relations Specialist	1	1	-	-	-
<b>Total FT Positions</b>	<b>6</b>	<b>6</b>	<b>7</b>	<b>7</b>	<b>7</b>

**Part-Time Non-Benefitted Hours**

Total Number of Hours	1,300	1,300	1,300	2,860	2,860
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## City Council (10101110)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Adopted FY 2023-24
510010	CC - Regular Salaries	\$ 54,463	\$ 58,418	\$ 58,300	\$ 58,300
510010	CM - Regular Salaries	53,417	60,364	61,400	65,700
512310	CC - Applied Benefits	122,032	130,327	136,000	133,300
512310	CM - Applied Benefits	92,547	102,400	106,200	108,700
	Total Salaries and Benefits	322,459	351,509	361,900	366,000
521000	Supplies	1,688	5,564	3,000	5,000
540030	Travel and Meetings	30,225	51,264	50,000	55,000
540010	Memberships	-	513	1,000	1,000
542050	Contractual Services	98,131	95,632	155,000	164,000
592000	Equipment Usage	9,000	9,000	9,000	9,000
	Total Maintenance and Operations	139,044	161,973	218,000	234,000
	- Activity Total -	\$ 461,503	\$ 513,483	\$ 579,900	\$ 600,000

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Additional detail on following page(s)

#### City Council - Account Number Detail

Acct #542050	FY 2022-23	FY 2023-24
City Audit/Agreed Upon Procedures	\$ 66,000	\$ 66,000
Legislative Representative	40,000	40,000
Annual Financial Report	13,000	13,000
Team Building	20,000	20,000
Council Goal Setting	10,000	10,000
Special Events	6,000	15,000
	\$ 155,000	\$ 164,000

**City Clerk (10101115)**  
**Activity Detail**

Object No.	Description	Actual FY 2020-21	Actuals FY 2021-22	Adopted FY 2022-23	Adopted FY 2023-24
510010	CM - Regular Salaries	\$ 99,090	\$ 88,563	\$ 108,200	\$ 116,100
510020	CM - PT Salaries	-	1,237	-	-
510040	CM - PT Pay	235	-	23,300	-
512310	CM - Applied Benefits	127,890	122,560	158,500	162,000
512320	CM - PT Applied Benefits	-	89	1,600	-
	Total Salaries and Benefits	227,214	212,448	291,600	278,100
521000	Supplies	2,666	7,163	5,000	4,000
534000	Utilities - Telephone	271	677	1,200	1,200
542010	Advertising	750	714	2,000	2,000
540030	Travel and Meetings	415	-	3,000	3,000
540010	Memberships	781	1,040	1,800	1,800
540020	Training	300	1,780	5,000	5,000
542050	Contractual Services	39,407	77,431	145,100	111,000
544020	Intergovernmental Charges	37,011	-	70,000	-
	Total Maintenance and Operations	81,601	88,806	233,100	128,000
470090	Miscellaneous Fees	-	(631)	-	-
	Total Applied Revenues	-	(631)	-	-
	<b>- Activity Total -</b>	<b>\$ 308,815</b>	<b>\$ 300,623</b>	<b>\$ 524,700</b>	<b>\$ 406,100</b>

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Additional detail on following page(s)  
**City Clerk - Account Number Detail**

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
General Office	\$ 1,000	\$ 1,000
Election Supplies	1,000	-
Records Retention Supplies	<u>3,000</u>	<u>3,000</u>
	\$ 5,000	\$ 4,000

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Records Retention & Management Services	54,100	68,000
Laserfiche Records Retention	-	22,000
City Code	3,000	3,000
eSignature Application	8,000	8,000
Tax Consultant	70,000	-
Equipment Maintenance	<u>10,000</u>	<u>10,000</u>
	\$ 145,100	\$ 111,000

**City Attorney (10101120)**  
Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Adopted FY 2023-24
542050	Contractual Services	\$ 199,235	\$ 185,170	\$ 306,000	\$ 320,100
	Total Maintenance and Operations	199,235	185,170	306,000	320,100
	- Activity Total -	<u>\$ 199,235</u>	<u>\$ 185,170</u>	<u>\$ 306,000</u>	<u>\$ 320,100</u>

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Additional detail on following page(s)

**City Attorney - Account Number Detail**

Acct #542050	FY 2022-23	FY 2023-24
City Attorney - Contract	\$ 276,000	\$ 290,100
Legal Services - Miscellaneous	<u>30,000</u>	<u>30,000</u>
	\$ 306,000	\$ 320,100

# City Manager (10101125)

## Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Adopted FY 2023-24
510010	CM - Regular Salaries	\$ 276,900	\$ 288,789	\$ 297,900	\$ 335,300
510020	CM - PT Salaries	4,608	8,429	21,000	19,700
512310	CM - Applied Benefits	409,697	453,041	477,300	498,400
512320	CM - PT Applied Benefits	310	605	1,500	1,500
	Total Salaries and Benefits	691,515	750,864	797,700	854,900
521000	Supplies	9,728	19,967	15,000	15,000
534000	Telephone	1,910	1,739	1,700	3,000
540030	Travel and Meetings	782	15,120	15,000	15,000
540010	Memberships	7,547	2,204	3,100	3,100
540020	Training	1,290	-	2,900	2,900
542050	Contractual Services	6,298	14,290	62,500	62,500
592000	Equipment Usage	8,000	8,000	8,000	8,000
	Total Maintenance and Operations	35,554	61,320	108,200	109,500
	- Activity Total -	<u>\$ 727,069</u>	<u>\$ 812,184</u>	<u>\$ 905,900</u>	<u>\$ 964,400</u>

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Additional details on following page(s)  
**City Manager - Account Number Detail**

<b>Acct #540010</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
California City Management Foundation	\$ 400	\$ 400
League of California Cities-City Manager's	600	600
ICMA	1,400	1,400
ICMA - Hispanic Network	500	500
Municipal Mgmt Assoc. of Southern California	200	200
	<u>\$ 3,100</u>	<u>\$ 3,100</u>

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Copier Lease	\$ 3,500	\$ 3,500
Grant Consulting	13,000	13,000
SFS University	25,000	-
Citywide Employee Team Building	-	25,000
Contracts	21,000	21,000
	<u>\$ 62,500</u>	<u>\$ 62,500</u>

**Community Organization Support (10101130)**  
Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Adopted FY 2023-24	
521000	Supplies	\$ -	\$ 34	\$ -	-	*
593000	Contributions	188,000	147,500	190,800	190,800	*
593500	Contributions - Mayor's Authority	<u>2,000</u>	<u>500</u>	<u>2,000</u>	<u>2,000</u>	*
	Total Maintenance and Operations	190,000	148,034	192,800	192,800	
	<b>- Activity Total -</b>	<u>\$ 190,000</u>	<u>\$ 148,034</u>	<u>\$ 192,800</u>	<u>\$ 192,800</u>	



Additional detail on following page(s)

**Community Organization Support - Account Number Detail**

<b>Acct #593000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Chamber Annual Funding	\$ 98,500	\$ 98,500
SASSFA Local Funding	20,000	20,000
Little Lake City School District - Crossing Guard	15,000	15,000
Lake Center School Washington D.C. Trip	14,000	14,000
Lakeside Middle School Washington D.C. Trip	2,500	2,500
LACADA	12,500	12,500
Youth Enrichment Fund	6,500	6,500
Interfaith Food Bank	5,000	5,000
Santa Fe High Foundation	5,000	5,000
Los Nietos Washington D.C. Trip	2,800	2,800
Silver Shield Award	2,500	2,500
Destiny Dinner Sponsorship	2,500	2,500
Burn Quest	1,500	1,500
Little Lake Educational Foundation	2,500	2,500
	<u>\$ 190,800</u>	<u>\$ 190,800</u>

<b>Acct #593500</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Mayor's Authority	<u>\$ 2,000</u>	<u>\$ 2,000</u>
	<u>\$ 2,000</u>	<u>\$ 2,000</u>

## Waste Management (10101145)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	CM - Regular Salaries	\$ 46,025	\$ 42,525	\$ 43,400	\$ 48,000
510010	FA - Regular Salaries	23,973	17,078	21,000	22,900
510010	PW Adm - Regular Salaries	23,759	36,645	39,700	43,800
510010	PW Mtc - Regular Salaries	88,697	89,994	74,300	77,800
510010	PLN Adm - Regular Salaries	32,500	33,181	38,000	38,000
510040	PW Mtc - OT Pay	2,214	6,851	12,000	12,000
510050	PW Mtc - PT OT Pay	-	-	100	-
510020	PW Mtc - PT Salaries	33,210	27,990	17,600	18,400
512310	CM - Applied Benefits	77,681	71,997	79,200	82,600
512310	FA - Applied Benefits	25,503	31,053	33,600	37,000
512310	PW Adm - Applied Benefits	38,018	64,833	62,200	59,000
512310	PW Mtc - Applied Benefits	152,508	184,813	129,600	127,500
512310	PLN Adm - Applied Benefits	66,300	61,505	67,400	50,500
512320	PW Mtc - PT Applied Benefits	7,568	5,605	5,900	2,500
	Total Salaries and Benefits	617,956	674,069	624,000	620,000
521000	Supplies	5,602	9,237	10,000	10,000
534000	Telephone	366	481	300	500
540030	Travel and Meetings	2,479	190	1,500	1,500
542050	Contractual Services	435,001	451,612	460,000	636,000
541040	Liability Insurance	27,516	28,663	32,300	42,600
544020	Intergovernmental Charges	-	-	2,000	2,000
591000	Overhead	308,978	337,035	312,000	310,000
592000	Equipment Usage	900	900	900	900
	Total Maintenance and Operations	780,841	828,117	819,000	1,003,500

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Additional detail on following page(s)

**Waste Management (10101145) - continued**  
**Activity Detail**

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
	continued -				
470090	Miscellaneous Fees	(470)	(290)	-	-
454010	Recyclable Material - Dealer Permit	(6,671)	(4,590)	-	-
811040	Transfer from Waste Management	(1,391,656)	(1,497,817)	(1,443,000)	(1,623,500)
810000	Transfer from Other Funds	-	-	-	-
	Total Applied Revenues	(1,398,797)	(1,502,697)	(1,443,000)	(1,623,500)
	- Activity Total -	\$ -	\$ (510)	\$ -	\$ -

**Waste Management (10101145) - Account Number Detail**

Acct #521000	FY 2022-23	FY 2023-24
Recycling Information/Promotion	\$ 10,000	\$ 10,000
	\$ 10,000	\$ 10,000

Acct #542050	FY 2022-23	FY 2023-24
Streets - Annual Contract	\$ 145,000	\$ 300,000
Streets - Composting/Dump Fees	210,000	231,000
Waste Management Consultant Services	105,000	105,000
	\$ 460,000	\$ 636,000

**Community Promotion (10101140)**  
**Activity Detail**

Object No.	Description	Actual FY 2020-21	Actuals FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	CM - Regular Salaries	\$ 42,533	\$ 65,883	\$ 87,100	\$ 96,100
510010	PW Mtc - Regular Salaries	32,477	37,659	38,800	43,000
510040	CM - OT Pay	16	917	-	-
510040	PW Mtc - OT Pay	46,750	66,264	49,500	49,500
510050	CM - PT OT Pay	-	-	-	-
510050	PW Mtc - PT OT Pay	7,170	6,907	4,100	4,100
510020	CM - PT Salaries	1,333	263	7,000	18,000
510020	PW Mtc - PT Salaries	5,397	2,041	400	500
510020	CS FHS - PT Salaries	-	565	-	-
512310	CM - Applied Benefits	53,308	99,509	124,700	131,300
512310	PW Mtc - Applied Benefits	54,582	74,801	66,400	67,200
512320	CM - PT Applied Benefits	-	19	500	1,400
512320	PW Mtc - PT Applied Benefits	1,210	362	100	100
512320	CS Fam - PT Applied Benefits	-	45	-	-
	Total Salaries and Benefits	244,776	355,233	378,600	411,200
521000	Supplies	87,461	40,665	54,400	57,900
542010	Advertising	-	-	1,500	1,500
540030	Travel and Meetings	100	5,450	2,300	4,600
540010	Memberships	33,185	32,246	36,500	40,600
540020	Training	-	299	-	-
542050	Contractual Services	81,801	112,651	166,200	174,700
544020	Intergovernmental Charges	-	15,580	75,000	75,000
593000	Contributions	10,500	9,550	14,500	15,500
	Total Maintenance and Operations	213,047	216,442	350,400	369,800
470090	Miscellaneous Fees	(2,500)	(4,778)	(2,500)	(2,500)
430100	Memorial Scholarship Fund Contribution	(10,500)	(500)	(10,500)	(10,500)
430200	Private Enterprise Contribution	(13,500)	(8,400)	(7,200)	(7,200)
811040	Transfer from Waste Management Fund	(15,000)	(15,000)	(15,000)	(15,000)
	Total Applied Revenues	(41,500)	(28,678)	(35,200)	(35,200)
	<b>- Activity Total -</b>	<b>\$ 416,323</b>	<b>\$ 542,997</b>	<b>\$ 693,800</b>	<b>\$ 745,800</b>

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Additional detail on following page(s)

## Community Promotion - Account Number Detail

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Memorial Scholarship Program Supplies	\$ 1,000	\$ 1,000
Miscellaneous	1,500	1,500
Christmas Tree/Holiday Decorations	12,500	12,500
City Promotional Items	3,000	5,000
Frames/Commendations	5,500	5,500
Relay for Life Supplies	4,000	4,000
Retirement Recognition Awards	4,000	4,000
Holiday Breakfast	1,500	3,000
Street Flags	5,000	5,000
Holiday Décor Awards	600	600
Award Application Fees	500	500
Coffee/Sugar/Cream	500	500
Conference Room Supplies	500	500
Office Supplies	500	500
Tile Plaques	3,300	3,300
Fashion Friday	3,000	3,000
Business Expo Supplies	2,500	2,500
Christmas Lighting Exterior	5,000	5,000
	<u>\$ 54,400</u>	<u>\$ 57,900</u>

<b>Acct #542010</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Public Outreach	\$ 1,500	\$ 1,500
	<u>\$ 1,500</u>	<u>\$ 1,500</u>

<b>Acct #540010</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
League of California Cities	\$ 7,000	\$ 7,000
California Contract Cities Association	3,200	3,200
Gateway Cities Association	17,900	19,700
National League of Cities	1,500	1,500
League of California Cities - L.A. County Division	1,300	1,300
Independent Cities Association	800	800
Music Licensing - BMI	600	600
Music Licensing - ASCAP	400	400
California Assoc. of Public Information Officers	300	600
Southern California Assoc. of Governments	1,900	1,900
Social Media Subscriptions	-	2,000
Economic Forecast - Chamber	<u>1,600</u>	<u>1,600</u>
	<u>\$ 36,500</u>	<u>\$ 40,600</u>



**Community Promotion - Account Number Detail continued**

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Quarterly Activities Brochure Printing	54,500	54,500
Quarterly Activities Brochure Design	22,000	22,000
Newsletter Printing	11,000	16,000
Art Services - Newsletter	11,000	11,000
Postage - Newsletter	10,000	12,000
Public Meetings & Events	6,000	6,000
Holiday Breakfast (Catering, Entertain/Décor/Prizes)	15,000	15,000
Citizen of the Year Luncheon	6,500	6,500
Photography	8,000	8,000
Printing - Miscellaneous	5,000	5,000
Professional Services - Miscellaneous	2,000	2,000
Postage	2,500	3,500
Equipment Rental	2,200	2,200
Certificates	10,000	10,000
Dry Cleaning Services (Table Cloths & Linen)	500	1,000
	<u>\$ 166,200</u>	<u>\$ 174,700</u>

<b>Acct #544020</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Goldline MOU	\$ 75,000	\$ 75,000
	<u>\$ 75,000</u>	<u>\$ 75,000</u>

<b>Acct #593000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Chamber Destiny Dinner Sponsorship	\$ 1,500	\$ 1,500
Chamber Golf Sponsorship	2,500	2,500
Memorial Scholarship - Mora	3,500	3,500
Memorial Scholarship - Sandoval	3,500	3,500
Memorial Scholarship - Sharp	3,500	3,500
Little Lake - Golf Sponsorship	-	1,000
	<u>\$ 14,500</u>	<u>\$ 15,500</u>

<b>Non-City Events Supported by City Staff</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Paint the Town Pink	\$ 9,000	\$ 9,000
Pow Wow	4,300	4,300
Ms. Santa Fe Springs Pageant	1,600	1,600
Aloha Festival	2,700	2,700
	<u>\$ 17,600</u>	<u>\$ 17,600</u>

# FINANCE & ADMINISTRATIVE SERVICES





**Human Resources:** The Human Resources division is responsible for: Recruitment, testing and selection for all open and promotional full-time and part time City positions; administration of employee benefit programs; administration of the City's workers' compensation program; employee-employer labor relations including contract negotiations; mandated employee training required by law; special events for employees such as employee service recognition awards and innovation awards. Historically, the division 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 .

**Finance:** The Finance division 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 division 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, the division is responsible for accounts payable, accounts receivable, payroll and other finance subsystems. Each year, the Finance division 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.

**Administrative Services:** 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 VOX and Avaya to repair problems on the network.



**Technology Services:** 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.

**Purchasing & Warehousing:** This division is responsible for overseeing the acquisition of goods and storage of 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 division 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 was merged with the Purchasing & Warehousing. Items that were identified in Duplicating have been incorporated into this activity.



**Risk Management:** The Risk Management division is responsible for the City's property and liability insurance programs. It includes monitoring internal and external activities that may affect the City's risk exposure.

# Finance and Administrative Services

## FY 2023-24 Proposed Budget

### Department Summary

Activity		Actual	Actual	Adopted	Proposed
Number	Name	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
10101135	Human Resources	\$ 1,153,011	\$ 1,284,080	\$ 1,385,900	\$ 1,501,100
10101210	Finance	1,740,893	1,610,193	2,574,800	2,780,800
10101299	Administrative Services	197,522	222,314	308,700	286,700
10101215	Technology Services	1,262,850	1,092,710	1,324,400	1,580,400
10101220	Purchasing, Warehousing & Duplicating	281,027	369,617	436,000	447,200
10101225	Risk Management	987,517	1,105,110	1,192,800	1,511,800
10101230	Overhead Recovery	(1,889,691)	(1,830,345)	(2,148,000)	(1,200,900)
Department Totals		\$ 3,733,129	\$ 3,853,678	\$ 5,074,600	\$ 6,907,100

Finance & Administrative Services					
Positions	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
Account Clerk III	4	4	3	3	3
Account Clerk II	-	-	-	1	1
Account Clerk I	1	1	1	-	-
Account Clerk Supervisor	-	-	1	1	-
Accountant	2	2	2	2	1
Administrative Assistant II	1	1	1	2	2
Administrative Assistant I/Receptionist	-	-	1	1	1
Computer Specialist III	2	2	2	2	2
Director of Finance & Administrative Services	1	1	1	1	1
Director of Purchasing Services	1	1	1	1	1
Director of Technology Services	1	1	1	-	-
Finance Manager	1	1	1	1	1
Finance Technician	-	-	-	-	1
Human Resource Analyst	2	2	1	1	1
Human Resource Assistant	1	-	-	-	-
Human Resource Manager	1	1	1	1	1
Human Resource Specialist	-	1	1	1	1
Technology Services Manager	-	-	-	1	1
Revenue & Budget Manager	-	-	-	-	1
Senior Account Clerk	-	-	-	-	1
Senior Accountant	-	-	1	1	1
Senior Budget Analyst	1	1	1	1	-
Senior Human Resource Analyst	-	-	1	1	1
Storekeeper	-	-	1	1	1
Systems Analyst	1	1	1	1	1
Total Full-Time Positions	20	20	23	24	24

Part-Time Non-Benefitted Hours

Total Number of Hours	12,980	12,980	9,400	10,800	10,800
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## Human Resources (10101135)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	FA - Regular Salaries	\$ 294,089	\$ 351,087	\$ 398,000	\$ 421,300
510040	FA - OT Pay	3,007	4,824	-	5,000
510020	FA - PT Salaries	20,029	16,847	-	-
512310	FA - Applied Benefits	481,551	620,002	550,600	558,100
512320	FA - PT Applied Benefits	1,616	1,888	-	-
512410	Eyeglass Reimbursement	54,251	56,180	65,000	72,000
512510	Employee Service Awards	<u>12,000</u>	<u>17,167</u>	<u>25,000</u>	<u>28,000</u>
	Total Salaries and Benefits	866,543	1,067,993	1,038,600	1,084,400
521000	Supplies	7,342	14,299	35,000	38,500
534000	Telephone	1,486	1,791	1,800	2,500
542010	Advertising	1,294	3,272	8,000	12,000
540030	Travel and Meetings	2,867	2,492	8,000	12,000
540010	Memberships	1,755	1,840	3,000	4,500
540020	Training	31,913	43,025	35,000	65,000
542050	Contractual Services	235,396	143,226	250,000	275,000
544020	Intergovernmental Charges	<u>4,414</u>	<u>6,140</u>	<u>6,500</u>	<u>7,200</u>
	Total Maintenance and Operations	286,468	216,086	347,300	416,700
	- Activity Total -	<u>\$ 1,153,011</u>	<u>\$ 1,284,080</u>	<u>\$ 1,385,900</u>	<u>\$ 1,501,100</u>

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Additional detail on following page(s)

# Human Resources (10101135) - Account Number Detail

Acct #521000	FY 2022-23	FY 2023-24
Test Supplies	\$ 8,000	\$ 8,000
Employee Benefit Fair	2,000	2,500
Employee Events	4,000	4,000
Awards, Plaques, Etc.	3,500	3,500
Employee Caught In the Act Cards	4,000	4,000
Selection Panels	4,000	4,000
Office Supplies	4,000	7,500
Informational Pamphlets	2,000	2,000
Department Shirts	500	-
Refreshments - Training	3,000	3,000
	<u>\$ 35,000</u>	<u>\$ 38,500</u>

Acct #540020	FY 2022-23	FY 2023-24
Tuition Reimbursement	22,000	52,000
Departmental/Citywide Training	7,000	7,000
Supervisor/Management Training	4,000	4,000
Management & Leadership Training	2,000	2,000
	<u>\$ 35,000</u>	<u>\$ 65,000</u>

Acct #542050	FY 2022-23	FY 2023-24
Medical Consultants	\$ 35,000	\$ 40,000
Contractual Services - Various	12,000	18,000
Legal Services	150,000	160,000
Test Rentals	12,000	13,000
Printing Services - Miscellaneous	6,000	6,000
Unemployment Insurance	8,500	9,500
Departmental Retirement Events	4,500	4,500
Background Checks	16,000	18,000
Employee Assistance Program Services	3,000	3,000
Training Videos/Seminars	3,000	3,000
	<u>\$ 250,000</u>	<u>\$ 275,000</u>

Acct #544020	FY 2022-23	FY 2023-24
Fingerprinting	\$ 6,500	\$ 7,200
	<u>\$ 6,500</u>	<u>\$ 7,200</u>



**Finance (10101210)**  
**Activity Detail**

Object No.	Description	Actual FY 2020-21	Actuals FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	FA - Regular Salaries	\$ 522,490	\$ 523,167	\$ 632,900	\$ 664,300
510040	FA - OT Pay	8,704	7,870	17,500	17,500
510050	FA - PT OT Pay	-	191	-	-
510050	FA - PT Salaries	29,413	31,919	68,700	70,200
510020	CS Rec- PT Salaries	-	102	-	-
512310	FA - Applied Benefits	650,009	834,472	936,100	944,400
512310	CS Rec - Applied Benefits	-	9	-	-
512320	FA - PT Applied Benefits	4,126	5,125	9,700	5,400
	Total Salaries and Benefits	1,214,742	1,402,855	1,664,900	1,701,800
521000	Supplies	21,209	18,018	20,000	22,000
534000	Telephone	2,164	3,230	3,200	3,300
540030	Travel and Meetings	1,115	5,028	6,000	6,000
540010	Memberships	1,805	1,450	3,000	3,000
540020	Training	5,721	6,247	8,000	8,000
542050	Contractual Services	427,600	358,173	522,700	689,700
544020	Intergovernmental Charges	287,759	88	494,000	494,000
	Total Maintenance and Operations	747,374	392,234	1,056,900	1,226,000
470090	Miscellaneous Fees	(221,223)	(184,896)	(147,000)	(147,000)
	Total Applied Revenues	(221,223)	(184,896)	(147,000)	(147,000)
	<b>- Activity Total -</b>	<b>\$ 1,740,893</b>	<b>\$ 1,610,193</b>	<b>\$ 2,574,800</b>	<b>\$ 2,780,800</b>

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Additional detail on following page(s)

# Finance (10101210) - Account Number Detail

Acct #542050	FY 2022-23	FY 2023-24
Sales & Transaction Tax Audit Commission	\$ 180,000	\$ 180,000
Business License Contract Services	100,000	50,000
Project Management	15,000	15,000
UUT Monitoring Services	40,000	40,000
Investment Advisory Services	40,000	40,000
Software Implementation Consultant	-	200,000
UUT Legal Services	15,000	15,000
Banking Services	30,000	36,000
Actuarial Services	32,200	32,200
Cost Recovery Services	6,000	8,000
Property Tax Information Service	14,500	15,000
Sales Tax Information Service	15,000	15,000
Accounting Services	5,000	5,000
Copier Lease Agreement	10,500	16,000
Equipment Maintenance/Repair	1,500	1,500
Document Storage	12,000	15,000
Document Destruction	2,500	2,500
Printing - CAFR and Budget	3,500	3,500
	\$ 522,700	\$ 689,700

Acct #544020	FY 2022-23	FY 2023-24
Sales Tax Administration	\$ 350,000	\$ 370,000
Transaction Tax Administration (Measure Y)	100,000	80,000
Property Tax Administration	35,000	35,000
Pension Reporting Charges	4,500	4,500
LA County Assessment Service	500	500
LAFCO Assessment	4,000	4,000
	\$ 494,000	\$ 494,000

Acct #470090	FY 2022-23	FY 2023-24
BOTC Processing Fee	\$ (100,000)	\$ (100,000)
Refuse Collection Charge	(40,000)	(40,000)
Rebates/Refunds	(5,000)	(5,000)
COBRA Billing Administration	(1,000)	(1,000)
Returned Check Processing Fee	(1,000)	(1,000)
	\$ (147,000)	\$ (147,000)

## Administrative Services (10101299)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	FA - Regular Salaries	\$ 19,917	\$ 25,197	\$ 39,700	\$ 40,700
510020	FA - PT Salaries	22,474	24,844	42,700	42,900
510040	FA - FT OT Pay	-	54	-	-
510050	FA - PT OT Pay	-	83	-	-
512310	FA - Applied Benefits	35,179	43,103	59,200	58,000
512320	FA - PT Applied Benefits	2,719	2,963	4,300	6,100
	Total Salaries and Benefits	80,290	96,244	145,900	147,700
521000	Supplies	672	3,788	3,500	3,500
534000	Telephone	40,120	31,082	45,000	35,000
542050	Contractual Services	76,440	91,200	114,300	100,500
	Total Maintenance and Operations	117,232	126,070	162,800	139,000
	<b>- Activity Total -</b>	<b>\$ 197,522</b>	<b>\$ 222,314</b>	<b>\$ 308,700</b>	<b>\$ 286,700</b>

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Additional detail on following page(s)

**Administrative Services (10101299) - Account Number Detail**

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Telephone - Software/Hardware Upgrades	\$ 25,000	\$ 10,000
Telephone - Switch Maintenance All Sites	21,000	21,500
Telephone - Move/Add/Change Orders	5,000	5,000
Telephone - 911 Database Maintenance	6,200	6,400
Avaya - IP Office Support (IPOSS) GVNC	1,275	1,300
Avaya - IP Office Support (IPOSS) Activity Center	1,275	1,300
Avaya - IP Office Support (IPOSS) Heritage Park	1,275	1,300
Avaya - IP Office Support (IPOSS) City Yard	1,275	1,300
Avaya - IP Office Support (IPOSS) Police Services	1,275	1,300
Avaya - IP Office Support (IPOSS) Fire	1,275	1,300
Avaya - IP Office Support & Licensing City Hall	11,000	11,200
Postage	30,000	30,000
Postage Machine Lease & Maintenance - Quadient	3,300	3,300
USPS Postage Due Account (as needed)	2,000	2,000
USPS P.O. Box 2120 (Renews June)	1,600	1,600
USPS Presorted Mail Permit #1 (Renews June)	300	300
USPS - Business Reply Mail Permit #2000	250	300
Ricoh MPC307 Copier Lease	800	900
Ricoh Copier Maintenance	200	200
	<u>\$ 114,300</u>	<u>\$ 100,500</u>

## Technology Services (10101215)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Adopted FY 2023-24
510010	FA - Regular Salaries	\$ 359,741	\$ 215,982	\$ 334,500	\$ 333,200
510040	FA - OT Pay	2,549	4,447	2,900	5,000
510040	PW Mtc - OT Pay	-	-	1,000	-
510050	FA - PT OT Pay	-	101	-	-
510020	FA - PT Salaries	23,668	26,511	26,100	28,300
510060	FA - Standby Pay	17,454	16,940	16,000	18,000
510070	FA - Acting Pay	-	3,549	-	-
512310	FA - Applied Benefits	487,311	352,406	467,100	457,200
512320	FA - PT Applied Benefits	1,910	6,616	6,500	1,900
	Total Salaries and Benefits	892,633	626,553	854,100	843,600
521000	Supplies	14,697	13,267	16,000	16,000
534000	Telephone	241,069	251,126	264,500	264,500
540030	Travel and Meetings	9	1,243	2,000	2,000
540010	Memberships	392	1,010	1,000	1,000
540020	Training	8,877	5,995	10,000	10,000
542050	Contractual Services	283,466	341,915	325,200	591,700
592000	Equipment Usage	9,600	9,600	9,600	9,600
	Total Maintenance and Operations	558,110	624,156	628,300	894,800
421005	Water Billing Charge	(158,000)	(158,000)	(158,000)	(158,000)
444000	Federal Grants (eRate Discount Rebate)	(29,468)	-	-	-
812000	Sale of Property	(425)	-	-	-
	Total Applied Revenues	(187,893)	(158,000)	(158,000)	(158,000)
	<b>- Activity Total -</b>	<u>\$ 1,262,850</u>	<u>\$ 1,092,710</u>	<u>\$ 1,324,400</u>	<u>\$ 1,580,400</u>

Additional detail on following page(s)

## Technology Services (10101215) - Account Number Detail

<b>Acct #534000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Data Circuits Maintenance Contract	\$ 185,000	\$ 185,000
Internet Circuits Maintenance Contract	38,000	38,000
Library Data Circuits Contract	33,000	33,000
Mobile Data Circuit Maintenance Contract	500	500
Mobile Phone Maintenance Contract	3,500	3,500
Other Landline Circuits Contract	4,500	4,500
	<u>\$ 264,500</u>	<u>\$ 264,500</u>

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
<b>Hardware Maintenance Contracts</b>		
Uptime - N-Class - Payroll & Water	\$ 12,500	\$ 14,000
HP - RX5670 - Database Server	11,000	11,000
HP - Servers - Blade Chassis and Servers	13,000	13,000
HP - Backup Devices	5,000	5,000
Nimble- SAN Device	-	8,000
<b>Software Maintenance Contracts</b>		
MiniSoft Software	2,000	2,000
Adager - HP Database Utility	2,700	2,700
Superdex - HP Database Utility	4,500	4,500
Sybase Powerbuilder Programming Software	-	-
Microsoft Support	1,500	1,500
Vmware Licensing	5,000	5,000
<b>Internet/Intranet Maintenance Contracts</b>		
Website Annual Maintenance	10,000	10,000
Laserfiche Records Retention	10,000	-
Mobile Application	10,000	10,000
<b>Disaster Recovery Maintenance Contracts</b>		
IronMountain Tape Backup	6,000	6,000
Backup System Annual Maintenance	17,000	17,000
<b>Geographical Information System Maintenance Contracts</b>		
LARIAC - 2D/3D Photos Layers	12,000	12,000
TeleAtlas - Map Layer Subscription	4,500	4,500
ESRI - Arcserve	3,200	3,200
<b>Consulting Services</b>		
Network Engineer	5,000	5,000
Technology Support Consulting	-	100,000
<b>Network Security Maintenance Contracts</b>		
Firewall Subscription*	-	60,000
Cybersecurity- Security Operation Center Services	-	100,000
<b>Other Contracts</b>		
Adobe Annual Licenses	22,000	24,000
Document/Collaboration Services	15,000	15,000
Co-location of DR Servers	12,000	12,000
Munis Maintenance - 6th Year	92,000	97,000
Backup Appliance	33,300	33,300
IT Infrastructure Monitoring	5,000	5,000
Conference Meetings	4,000	4,000
Remote Software	3,000	3,000
<b>Miscellaneous Contracts</b>	<u>4,000</u>	<u>4,000</u>
	<u>\$ 325,200</u>	<u>\$ 591,700</u>

**Purchasing, Warehousing & Duplicating (10101220)**  
Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed 2023-24
510010	FA - Regular Salaries	\$ 83,146	\$ 115,952	\$ 144,400	\$ 152,400
510040	FA - OT Pay	-	162	-	-
510020	FA - PT Salaries	26,462	3,575	-	-
510050	Salary - PT OT	178	-	-	-
512310	FA - Applied Benefits	119,938	193,153	230,000	230,000
512320	FA - PT Applied Benefits	4,662	627	-	-
	Total Salaries and Benefits	234,386	313,469	374,400	382,400
521000	Supplies	11,492	13,607	14,000	14,000
531000	Electricity	10,899	12,579	12,000	18,000
532000	Natural Gas	383	548	600	1,100
533000	Water	1,396	1,483	1,500	1,900
540010	Memberships	1,773	2,395	2,300	2,100
540020	Training	199	-	500	500
542050	Contractual Services	16,011	20,828	24,200	20,700
592000	Equipment Usage	6,500	6,500	6,500	6,500
	Total Maintenance and Operations	48,653	57,939	61,600	64,800
812000	Sale of Property	(2,013)	(1,791)	-	-
	Total Applied Revenues	(2,013)	(1,791)	-	-
	- Activity Total -	<u>\$ 281,027</u>	<u>\$ 369,617</u>	<u>\$ 436,000</u>	<u>\$ 447,200</u>

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Additional detail on following page(s)



**Purchasing, Warehousing & Duplicating (10101220) - Account Number Detail**

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Warehouse Supplies	\$ 5,000	\$ 5,000
Duplicating Supplies	<u>9,000</u>	<u>9,000</u>
	\$ 14,000	\$ 14,000

<b>Acct #540010</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
(ISM) Institute for Supply Management (Renews Sep)	\$ 200	\$ -
(NIGP) National Institute of Gov. Purchasing (July)	200	200
(CAPPO) Assn. of Public Procrmnt Officials (Feb)	200	200
Costco (Renews June)	100	100
Sams Club (Renews Oct)	100	100
Amazon Prime for Business (Renews Sep)	<u>1,500</u>	<u>1,500</u>
	\$ 2,300	\$ 2,100

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
High Speed Duplicator Lease (Ricoh - IMC 8000)	\$ 5,500	\$ 5,500
High Speed Duplicator Maintenance Cost Per Copy	7,800	3,000
Duplicating Small Copier Lease (Ricoh - IMC3500)	2,100	2,100
Duplicating Small Copier Maintenance Cost Per Copy	1,200	600
Warehouse Office Printer Lease (Ricoh MPC307 )	900	900
Warehouse Office Printer Maintenance	200	200
Purchase Office Printer Maintenance (Ricoh MPC307)	200	200
Laminator Maintenance - ACCO (June)	3,600	3,800
MP 2000 Electrical Punch Maintenance ACCO (June)	700	900
Roll-Up Door Routine Maintenance	-	1,500
Facility Repairs	<u>2,000</u>	<u>2,000</u>
	\$ 24,200	\$ 20,700

## Risk Management (10101225)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	FA - Regular Salaries	\$ 30,582	\$ 28,993	\$ 30,200	\$ 31,100
510010	PW Adm - Regular Salaries	-	15,806	23,400	30,300
512310	FA - Applied Benefits	44,493	57,716	51,600	50,400
512310	PW Adm - Applied Benefits	-	25,262	38,900	41,600
	Total Salaries and Benefits	75,075	127,776	144,100	153,400
542050	Contractual Services	7,268	7,268	7,500	8,000
541010	Crime Insurance/Bonds	6,310	6,625	7,200	7,300
541020	Property Insurance	186,861	218,920	215,600	288,000
541030	Earthquake Insurance	214,067	256,880	269,100	333,900
541040	Liability Insurance	497,936	487,641	549,300	721,200
	Total Maintenance and Operations	912,442	977,334	1,048,700	1,358,400
	- Activity Total -	\$ 987,517	\$ 1,105,110	\$ 1,192,800	\$ 1,511,800

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Additional detail on following page(s)

### Risk Management (10101225) - Account Number Detail

Acct #542050	FY 2022-23	FY 2023-24
MSDS Safety Data	\$ 7,500	\$ 8,000
	\$ 7,500	\$ 8,000

Acct #541040	FY 2022-23	FY 2023-24
JPIA Contribution	\$ 536,000	\$ 707,200
Environmental Insurance	13,300	14,000
	\$ 549,300	\$ 721,200

## Overhead Recovery (10101230)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Adopted FY 2023-24
591000	Overhead	\$ (1,889,691)	\$ (1,830,345)	\$ (2,148,000)	\$ (1,200,900)
	- Activity Total -	\$ (1,889,691)	\$ (1,830,345)	\$ (2,148,000)	\$ (1,200,900)

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Additional detail on following page(s)

### Overhead Recovery (10101230) - Account Number Detail

Acct #591000	FY 2022-23	FY 2023-24
Water Utility	\$ 1,606,000	\$ 804,600
Street Lighting Maintenance	148,200	-
Waste Management	312,000	307,200
Successor Agency	64,000	81,600
Housing Successor	17,800	7,500
	\$ 2,148,000	\$ 1,200,900

# POLICE SERVICES





**Police Administration:** The Police Administration activity funds two (2) full-time positions responsible for overseeing and managing the day-to-day operation of the department. In addition, two (2) full time and one (1) part-time clerical position are accounted for under this activity.

General office supplies, employee training, office equipment, maintenance, contractual services, and regulatory permit functions are also funded and administered under this account.

**Family & Youth Intervention Program:** The Family and Youth Intervention Program (FYIP) is a City of Santa Fe Springs service to the community through the Department of Police Services. Its mission is to positively engage youths, between the ages of seven and seventeen years old who are exhibiting “high-risk” behaviors, in a multidisciplinary intervention strategy that infuses the critical attributes or “assets” needed to thrive as young adults.

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. Two (2) full-time positions are funded through this activity.

**Contract Patrol:** The Contract Patrol activity funds the contract for police sworn and non-sworn personnel with the City of Whittier. Patrol units, supplies, contractual services and equipment for the day-to-day operation of the patrol services are funded from this activity.

**PSO Patrol:** This account funds four (4) full-time and nine (9) 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.



**Animal Control:** This account funds supplies and contractual service such as animal control services with the Southeast Area Animal Control Authority (SEAACA), including yearly canvassing and a rabies clinic.

**Emergency Preparedness:** This activity provides funding for the City's Public Safety Awareness Events and Emergency Notification System .



**Code Enforcement:** 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.

(3) Code Enforcement Inspectors are funded under this activity.

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.

**Facility Operations:** The Facility Operations activity funds two department facilities: the Police Services Center and the Police Staging Facility. All utilities for these facilities are funded by this activity which includes gas, water, and electricity. The department's contractual services such as landscape maintenance, janitorial services, equipment leases, alarm service, and other operational maintenance areas are also funded in this activity.

# Police Services

## FY 2023-24 Proposed Budget Department Summary

Activity		Actual	Actual	Adopted	Proposed
Number	Name	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
10102299	Police Administration	\$ 693,180	\$ 805,102	\$ 883,800	\$ 992,200
10102210	Family and Youth Intervention	271,421	415,812	452,200	448,700
10102215	Contract Patrol	9,800,864	11,571,035	11,991,600	13,354,400
10102220	Public Safety Officer Patrol	668,649	817,940	1,112,400	1,207,300
10102225	Animal Control	56,005	54,875	75,700	130,400
10102230	Emergency Preparedness	20,145	27,145	39,400	38,700
10102235	Code Enforcement	372,670	391,102	695,300	704,400
10102240	Facility Operations	162,245	202,272	245,200	247,400
Department Total		<u>\$ 12,045,178</u>	<u>\$ 14,285,284</u>	<u>\$ 15,495,600</u>	<u>\$ 17,123,500</u>

POLICE SERVICES				
Positions	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
Administrative Assistant II	1	1	2	2
Assistant Director of Police Services	-	1	1	1
Code Enforcement Inspector I	2	2	3	2
Director of Police Services	1	1	1	1
Senior Code Enforcement Inspector	-	-	-	1
Management Analyst II	1	-	-	-
Lead Public Safety Officer (LPSO)	4	3	3	3
Public Safety Officer Supervisor	-	1	1	1
Youth Intervention Case Worker	1	1	1	1
Youth Intervention Program Supervisor	1	1	1	1
<b>Total FT Positions</b>	<b>11</b>	<b>11</b>	<b>13</b>	<b>13</b>

**Part-Time Non-Benefitted Hours**

Total Number of Hours	18,304	18,304	16,640	16,640
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# Police Administration (10102299)

## Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	PS Adm - Regular Salaries	\$ 246,365	\$ 289,321	\$ 316,800	\$ 345,800
510040	PS Adm - OT Pay	-	267	-	-
510050	PS Adm - PT OT Pay	349	136	-	-
510020	PS Adm - PT Salaries	43,030	26,015	26,700	26,400
512310	PS Adm - Applied Benefits	351,080	434,869	471,400	508,500
512320	PS Adm - PT Applied Benefits	14,534	5,990	5,300	5,700
	Total Salaries and Benefits	655,358	756,599	820,200	886,400
521000	Supplies	7,265	17,778	19,500	29,500
534000	Telephone	23,195	26,968	27,000	27,200
540030	Travel and Meetings		1,349	2,000	3,000
540010	Memberships	187	317	500	500
540020	Training	75	-	2,000	3,000
542050	Contractual Services	8,351	6,903	18,100	18,100
593000	Contributions	-	-	-	30,000
592000	Equipment Usage	15,000	15,000	15,000	15,000
	Total Maintenance and Operations	54,072	68,315	84,100	126,300
451000	Regulatory Permits	(9,110)	(11,467)	(13,000)	(13,000)
452050	Entertainment Permits	(6,468)	(6,787)	(6,400)	(6,400)
470090	Miscellaneous Fees	(672)	(1,558)	(1,100)	(1,100)
	Total Applied Revenues	(16,250)	(19,812)	(20,500)	(20,500)
	- Activity Total -	\$ 693,180	\$ 805,102	\$ 883,800	\$ 992,200

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Additional detail on following page(s)

**Police Administration - Account Number Detail**

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Copier Lease	\$ 8,100	\$ 8,100
Vehicle Cleaning	2,000	2,000
Copier/Fax Maintenance	2,000	2,000
Document Maintenance	2,000	2,000
Printing	4,000	4,000
	<hr/>	<hr/>
	\$ 18,100	\$ 18,100

## Family and Youth Intervention Program (10102210)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	PS Adm - Regular Salaries	\$ 103,599	\$ 144,439	\$ 149,000	\$ 153,500
510040	PS Adm - OT Pay	-	-	-	2,000
512310	PS Adm - Applied Benefits	163,208	247,621	266,700	256,700
	Total Salaries and Benefits	266,807	392,060	415,700	412,200
521000	Supplies	9,699	13,196	17,800	17,800
534000	Telephone	1,415	936	700	900
540030	Travel and Meetings	-	-	500	500
540010	Memberships	-	-	600	400
540020	Training	-	-	1,000	1,000
542050	Contractual Services	-	25,120	32,400	32,400
	Total Maintenance and Operations	11,114	39,252	53,000	53,000
430100	Contributions	(6,500)	(6,500)	(6,500)	(6,500)
442000	State Grants/Subventions	-	(9,000)	(10,000)	(10,000)
	Total Applied Revenues	(6,500)	(15,500)	(16,500)	(16,500)
	- Activity Total -	\$ 271,421	\$ 415,812	\$ 452,200	\$ 448,700

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Additional detail on following page(s)

## Family and Youth Intervention Program - Account Number Detail

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Program Supplies	\$ 3,100	\$ 3,000
Youth Community Service	1,000	500
Parent Education	3,000	2,000
Red Ribbon Week	3,000	4,500
Youth Education	3,700	2,700
Nutrition	1,500	1,500
Diversity Program	1,000	2,000
Every 15 Minutes Supplies	1,000	1,000
Cesar Chavez Celebration	<u>500</u>	<u>600</u>
	\$ 17,800	\$ 17,800

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Every 15 Minutes	\$ 14,400	\$ 14,000
Diversity Program	6,000	6,000
Transportation (Museum of Tolerance)	5,000	4,000
Cesar Chavez Celebration	4,000	4,000
Red Ribbon Week	<u>3,000</u>	<u>4,400</u>
	\$ 32,400	\$ 32,400

## Contract Patrol (10102215)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24	
521000	Supplies	\$ 31,260	\$ 28,338	\$ 38,500	\$ 38,500	*
534000	Telephone	3,980	3,232	6,500	4,000	
542050	Contractual Services	60,671	233,194	252,000	284,000	*
544020	Intergovernmental Charges	10,013,187	11,506,459	11,898,600	13,336,400	*
593000	Contributions	-	2,600	9,800	9,800	
581000	Principal	93,752	100,240	97,500	-	*
582000	Interest	11,688	8,155	8,000	-	*
592000	Equipment Usage	<u>88,000</u>	<u>88,000</u>	<u>88,000</u>	<u>88,000</u>	
	Total Maintenance and Operations	10,302,538	11,970,218	12,398,900	13,760,700	
470010	Citation Processing Fee	(34)	(66)	(100)	(100)	
470090	Miscellaneous/Alarm Response Fees	(174,244)	(147,986)	(170,000)	(160,000)	
470020	Miscellaneous/Police Reports	(1,574)	(15,171)	(10,000)	(10,000)	
422040	Restitution/Emergency Response	(6,644)	(19,484)	(10,000)	(10,000)	
462010	Fines/Impounds	(19,025)	(19,416)	(20,000)	(20,000)	
812000	Sale of Property	-	-	(5,000)	(5,000)	
812202	Trans from Public Safety Augmentation Fund	(97,134)	(97,061)	(92,200)	(101,200)	
812203	Trans from Suppl Law Enf Svc Fund (COPS)	<u>(203,020)</u>	<u>(100,000)</u>	<u>(100,000)</u>	<u>(100,000)</u>	
	Total Applied Revenues	(501,674)	(399,183)	(407,300)	(406,300)	
	<b>- Activity Total -</b>	<u>\$ 9,800,864</u>	<u>\$ 11,571,035</u>	<u>\$ 11,991,600</u>	<u>\$ 13,354,400</u>	

Additional detail on following page(s)

**Contract Patrol - Account Number Detail**

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Police Equipment/Supplies	\$ 38,500	\$ 38,500
	\$ 38,500	\$ 38,500

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Misc. Equipment Maintenance/Replacement	\$ 15,000	\$ 15,000
ICI Subscriber Lease	44,000	46,000
MDC Services	38,000	38,000
ALPR Lease	60,000	90,000
Sensera Camera Lease	40,000	40,000
False Alarm Service/DUI Restitution	32,000	32,000
Copier Lease	3,600	3,600
Copier Service	1,400	1,400
Web-Based Crime Data	4,000	4,000
Hazardous Waste Clean-up	2,000	2,000
Graffiti Tracker Service	12,000	12,000
	\$ 252,000	\$ 284,000

<b>Acct #544020</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Sworn Personnel	\$ 9,332,700	\$ 10,340,100
Non-Sworn Personnel	448,100	488,600
Additional Sworn Personnel	500,000	535,000
Traffic Enforcement Overtime	56,100	70,000
Overtime Residential	100,000	100,000
Contract Personnel - OT Operations	1,200,000	1,500,000
Contract Personnel - Traffic Officer	250,400	287,700
Contract Personnel - Discretionary	11,300	15,000
	\$ 11,898,600	\$ 13,336,400

10,828,700.00

<b>Acct #581000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Lease Principal - 5th of 5 years	\$ 97,500	\$ -
	\$ 97,500	\$ -

<b>Acct #582000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Lease Interest - 5th of 5 years	\$ 8,000	\$ -
	\$ 8,000	\$ -

**Public Safety Officer Patrol (10102220)**  
Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	PS Adm - Regular Salaries	\$ 270,023	\$ 266,553	\$ 296,800	\$ 307,100
510040	PS Adm - OT Pay	14,832	21,537	29,500	27,000
510050	PS Adm - PT OT Pay	6,625	13,223	10,000	15,000
510020	PS Adm - PT Salaries	109,372	222,861	318,000	392,700
510060	PS Adm - Standby Pay	35	-	500	500
510060	PS Adm - PT Standby Pay	-	-	500	500
512310	PS Adm - Applied Benefits	399,327	427,143	494,000	488,200
512320	PS Adm - PT Applied Benefits	22,270	45,645	62,900	85,500
	Total Salaries and Benefits	822,483	996,962	1,212,200	1,316,500
521000	Supplies	23,375	31,043	44,500	44,500
534000	Telephone	2,674	1,488	2,600	2,600
542050	Contractual Services	66,157	96,964	130,200	130,700
592000	Equipment Usage	34,000	34,000	34,000	34,000
	Total Maintenance and Operations	126,206	163,496	211,300	211,800
422045	Guard Fees	(800)	(20,329)	(10,100)	(20,000)
444000	OP - Federal Funding	(1,087)	(1,151)	(1,000)	(1,000)
462010	Fines/Other	(278,153)	(321,037)	(300,000)	(300,000)
	Total Applied Revenues	(280,040)	(342,517)	(311,100)	(321,000)
	- Activity Total -	\$ 668,649	\$ 817,940	\$ 1,112,400	\$ 1,207,300

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Additional detail on following page(s)

**Public Safety Officer Patrol - Account Number Detail**

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Parking Citations	\$ 4,500	\$ 4,500
Uniforms	10,000	10,000
Vehicle Supplies	5,200	5,200
Batteries	4,500	4,500
Miscellaneous Supplies	14,500	14,500
Safety Vest	5,800	5,800
	<u>\$ 44,500</u>	<u>\$ 44,500</u>

<b>Acct #542050</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>
Radio Frequency Lease	\$ 7,000	\$ 7,000
Active Net	700	1,200
GPS Service	5,500	5,500
Vehicle Maintenance/Repairs	7,000	7,000
Parking Citation Services	110,000	110,000
	<u>\$ 130,200</u>	<u>\$ 130,700</u>



## Animal Control (10102225)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
521000	Supplies	\$ 597	\$ 1,114	\$ 2,000	\$ 2,000
534000	Telephone	-	912	-	1,000
542050	Contractual Services/Animal Control	4,352	1,934	13,700	13,700
544020	Intergovernmental Charges - SEAACA	<u>94,420</u>	<u>89,841</u>	<u>104,000</u>	<u>152,700</u>
	Total Maintenance and Operations	99,369	93,802	119,700	169,400
452060	Animal Licenses	<u>(43,364)</u>	<u>(38,927)</u>	<u>(44,000)</u>	<u>(39,000)</u>
	Total Applied Revenues	(43,364)	(38,927)	(44,000)	(39,000)
	<b>- Activity Total -</b>	<u>\$ 56,005</u>	<u>\$ 54,875</u>	<u>\$ 75,700</u>	<u>\$ 130,400</u>

## Emergency Preparedness (10102230)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24	
510040	PW Mtc - OT Pay	\$ -	\$ 937	\$ -	\$ -	
	Total Salaries and Benefits	-	937	-	-	
521000	Supplies	1,812	8,759	17,500	17,500	*
534000	Telephone	-	73	-	-	
542050	Contractual Services	16,633	15,676	18,300	19,500	*
544020	Intergovernmental Charges	1,500	1,500	3,400	1,500	*
592000	Equipment Usage	200	200	200	200	
	Total Maintenance and Operations	20,145	26,208	39,400	38,700	
430100	Contributions	-	-	-	-	
	Total Applied Revenues	-	-	-	-	
	<b>- Activity Total -</b>	<b>\$ 20,145</b>	<b>\$ 27,145</b>	<b>\$ 39,400</b>	<b>\$ 38,700</b>	

Additional detail on following page(s)

## Emergency Preparedness - Account Number Detail

Acct #521000	FY 2022-23	FY 2023-24
SNT/BEPN/EOC Supplies	\$ 6,000	\$ 6,000
Public Safety Awareness Events	8,000	8,000
SNT/BEPN Promotional Materials	3,500	3,500
	<u>\$ 17,500</u>	<u>\$ 17,500</u>

Acct #542050	FY 2022-23	FY 2023-24
Emergency Notification System	\$ 12,300	\$ 13,500
Public Safety Awareness Events	3,000	3,000
SNT/BEPN/EOC Maintenance	3,000	3,000
	<u>\$ 18,300</u>	<u>\$ 19,500</u>

Acct #544020	FY 2022-23	FY 2023-24
Area E Dues	\$ 3,400	\$ 1,500
	<u>\$ 3,400</u>	<u>\$ 1,500</u>

## Code Enforcement (10102235)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	PS - Regular Salaries	\$ 140,582	\$ 143,235	\$ 212,500	\$ 222,500
510040	PS - OT Pay	-	464	4,000	8,000
512310	PS - Applied Benefits	191,985	214,429	341,200	319,600
	Total Salaries and Benefits	332,566	358,128	557,700	550,100
521000	Supplies	3,359	611	8,500	8,500
534000	Telephone	1,686	1,556	2,000	3,000
540010	Membership	506	1,327	500	500
540020	Training	285	285	4,000	15,000
542010	Advertising	2,063	1,578	2,000	2,000
542050	Contractual Services	18,704	32,282	110,400	115,100
592000	Equipment Usage	20,200	20,200	20,200	20,200
	Total Maintenance and Operations	46,803	57,839	147,600	164,300
462010	Fines/Other	(6,700)	(24,865)	(10,000)	(10,000)
	Total Applied Revenues	(6,700)	(24,865)	(10,000)	(10,000)
	<b>- Activity Total -</b>	<b>\$ 372,670</b>	<b>\$ 391,102</b>	<b>\$ 695,300</b>	<b>\$ 704,400</b>

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

Acct #542050	FY 2022-23	FY 2023-24
Case Management Software	\$ 5,400	\$ 9,600
Administrative Citation Services	3,000	3,500
Equipment Maintenance/Replacement	2,000	2,000
Environmental Cleanups	100,000	100,000
	<b>\$ 110,400</b>	<b>\$ 115,100</b>

## Facility Operations (10102240)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Adopted FY 2023-24
510010	PW Mtc - Regular Salaries	\$ -	\$ 11,008	\$ 18,700	\$ 19,200
510040	PW Mtc - OT Pay	-	7,474	10,000	10,000
510050	PW Mtc - PT OT Pay	-	1,619	-	-
512310	PW Mtc - Applied Benefits	-	24,206	34,000	32,300
	Total Salaries and Benefits	-	44,307	62,700	61,500
521000	Supplies	13,131	8,738	12,400	12,400
531000	Electricity	16,099	19,960	24,000	24,000
532000	Natural Gas	1,160	1,334	1,200	2,400
533000	Water	2,847	3,086	3,500	3,500
534000	Telephone	2,327	2,729	2,800	3,400
542050	Contractual Services	119,581	115,019	131,500	133,100
592000	Equipment Usage	7,100	7,100	7,100	7,100
	Total Maintenance and Operations	162,245	157,966	182,500	185,900
	- Activity Total -	\$ 162,245	\$ 202,272	\$ 245,200	\$ 247,400

### Facility Operations - Account Number Detail

Acct #542050	FY 2022-23	FY 2023-24
Alarm Monitoring	\$ 28,400	\$ 30,000
Alarm Services - Citywide	16,000	16,000
Janitorial Services	42,400	42,400
Landscape Services	16,700	16,700
Building Maintenance - Extraordinary	12,000	12,000
Laundry	3,000	3,000
Communication Services	3,600	3,600
Elevator Maintenance	2,800	2,800
Window Cleaning Services	2,900	2,900
Exterminator Service	2,500	2,500
Fire Sprinkler Test/Inspection	1,200	1,200
	\$ 131,500	\$ 133,100

# FIRE-RESCUE





**Fire Administration:** 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.

**Suppression:** 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.



**Paramedics:** 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 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.

**Fire Prevention:** 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.

**Environmental Protection:** 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.

**Buildings & Grounds Maintenance:** 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.





# Fire-Rescue

## FY 2023-24 Proposed Budget Department Summary

Activity		Actual	Actual	Adopted	Proposed
Number	Name	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
10102199	Administration	\$ 283,841	\$ 499,806	\$ 429,100	\$ 664,100
10102110	Suppression	12,783,045	13,964,088	16,201,600	15,962,600
10102115	Paramedics	1,998,966	1,918,679	2,145,200	2,338,200
10102120	Fire Prevention	248,582	336,418	588,500	700,600
10102125	Environmental Protection Services	386,833	611,443	464,600	925,500
10102135	Buildings and Grounds Maintenance	199,054	220,107	215,900	242,300
Department Total		<u>\$ 15,900,320</u>	<u>\$ 17,550,541</u>	<u>\$ 20,044,900</u>	<u>\$ 20,833,300</u>

FIRE-RESCUE				
Positions	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
Administrative Assistant II	2	2	2	2
Administrative Batallion Chief	-	-	-	1
Deputy Director of Environmental Protection Division	1	-	-	-
Environmental Programs Manager	-	1	1	1
Deputy Fire Marshall	1	1	1	1
Director of Env. Protection Div. & Fire Prevention	1	-	-	-
Env. Protection Div./Fire Prevention Specialist	1	1	1	1
Fire & Environmental Safety Inspector I	1	2	2	-
Fire & Environmental Safety Inspector II	3	2	2	-
Fire & Environmental Safety Inspector I/II	-	-	-	3
Fire Chief	1	1	1	1
Batallion Chief	4	4	4	3
Fire Captain	12	12	12	12
Fire Engineer	12	12	12	12
Firefighter	9	9	9	9
Firefighter/Paramedic II	9	9	9	9
Fire Marshall	-	-	-	1
Management Analyst II	-	1	1	1
<b>Total FT Positions</b>	<b>57</b>	<b>57</b>	<b>57</b>	<b>57</b>

**Part-Time Non-Benefitted Hours**

Total Number of Hours	2,860	1,500	1,500	2,540
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## Fire Administration (10102199)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	FD - Regular Salaries	\$ 69,523	\$ 123,531	\$ 110,100	\$ 164,900
510020	FD - PT Salaries	10,912	-	-	20,200
510040	FD - FT OT Pay	-	191	-	-
512310	FD - Applied Benefits	164,614	329,072	265,700	420,500
512320	FD - PT Applied Benefits	761	-	-	1,500
	Total Salaries and Benefits	245,809	452,794	375,800	607,100
521000	Supplies	8,328	10,930	10,700	11,700
534000	Telephone	23,346	28,489	27,200	28,600
540030	Travel and Meetings	1,287	2,393	3,000	4,000
540010	Memberships	1,000	60	4,000	4,000
542050	Contractual Services	97	-	-	-
542020	Printing/Postage	-	351	600	500
543069	Office Furniture/Equipment Rep.	1,197	738	3,000	3,000
542030	Photocopier Lease/Maintenance	3,097	4,392	4,800	5,200
	Total Maintenance and Operations	38,351	47,352	53,300	57,000
470090	Miscellaneous Fees	(320)	(340)	-	-
	Total Applied Revenues	(320)	(340)	-	-
	<b>- Activity Total -</b>	<b>\$ 283,841</b>	<b>\$ 499,806</b>	<b>\$ 429,100</b>	<b>\$ 664,100</b>

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### Fire Administration - Account Number Detail

Acct #521000	FY 2022-23	FY 2023-24
Office Supplies	\$ 3,530	\$ 3,800
Printers/Ink	2,890	3,200
Books/Pamphlets/Subscriptions	1,070	1,200
Other Supplies	3,210	3,500
	<u>\$ 10,700</u>	<u>\$ 11,700</u>

Acct #534000	FY 2022-23	FY 2023-24
Landline	\$ 26,000	\$ 27,400
Cellular Phones	1,200	1,200
	<u>\$ 27,200</u>	<u>\$ 28,600</u>

**Fire Suppression (10102110)**  
**Activity Detail**

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	PW Mtc - Regular Salaries	\$ -	\$ 34,417	\$ 80,000	\$ 87,600
510010	FD Sup - Regular Salaries	3,844,290	3,987,865	4,467,900	4,403,900
510020	PW Mtc - PT Salaries	-	35	-	-
510040	FD - OT Pay	2,297,197	2,663,059	1,300,000	1,450,000
510040	PW Mtc - FT OT Pay	-	5,440	-	-
510050	PW Mtc - PT OT Pay	-	189	-	-
510060	PW Mtc - Standby Pay	-	2,265	-	-
510070	FD Sup - Acting Pay	1,239	1,830	-	-
512310	PW Mtc - Applied Benefits	-	61,500	130,400	124,800
512310	FD Sup - Applied Benefits	6,783,051	7,151,150	8,430,100	8,069,000
512320	PW Mtc- PT Applied Benefits	-	3	-	-
	Total Salaries and Benefits	12,925,777	13,907,752	14,408,400	14,135,300
521000	Supplies	37,539	38,043	42,300	42,500
522010	Safety Clothing	33,711	49,282	47,900	48,000
522015	Uniforms	38,607	40,592	44,600	45,000
521005	Gasoline	11,180	15,219	16,000	17,000
521015	Diesel	72,449	97,395	86,000	95,000
523025	Mechanical Parts	65,208	91,624	80,000	90,500
522025	Miscellaneous Small Tools	10,626	34,841	13,000	12,000
522030	Training Supplies	28,179	25,076	27,000	20,000
522040	Explorer Post	1,050	593	2,000	2,000
523030	Firefighting Equipment Replacement	20,783	17,583	16,500	16,500
522035	Computer Supplies	90	2,119	2,500	4,800
523015	HAZ MAT Equipment/Supplies	20,814	18,819	22,000	22,000
523020	USAR Equipment/Supplies	6,601	5,937	8,000	8,000
534000	Telephone	18,957	19,881	20,200	22,600
540030	Travel and Meetings	3,576	4,159	3,600	4,400
540010	Memberships	1,000	1,960	2,400	2,400
540020	Training	29,271	37,257	35,000	29,000
542050	Contractual Services	3,813	6,060	6,000	6,700
542020	Printing/Postage	664	43	800	800
542040	Mobile/Portable Radio/Pager Service	9,577	10,997	9,500	9,500
543077	Air Compressor Maintenance	451	8,233	3,600	3,600
543071	Test/Repair Air Regs/Bottles	7,994	9,948	12,000	12,000
543067	Miscellaneous Vehicle Repairs	100,543	176,012	130,000	180,000

\* Additional detail on following page(s)

**Fire Suppression (10102110) - continued**  
Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
	continued -				
543069	Appliance/Furniture/Carpet Repairs	8,552	11,749	14,000	14,000
543073	Ladder Testing	3,249	4,335	4,500	4,000
543079	Annual Hurst Tool Service	-	-	1,500	1,500
543075	Computer Maintenance/Service	2,613	2,951	4,000	3,000
544030	Communication/Dispatch Center	207,459	254,121	270,000	260,000
573400	Furniture/Equipment	5,849	-	-	-
581000	Principal	83,116	533,629	806,000	850,000
582000	Interest	9,649	64,860	186,800	125,000
592000	Equipment Usage	10,500	10,500	10,500	10,500
	Total Maintenance and Operations	853,670	1,593,818	1,928,200	1,962,300
422035	Contracted Svcs / Rio Hondo Reimb.	-	(42,000)	-	-
422040	Emergency Response Reimbursement	(886,523)	(1,329,295)	(25,000)	(25,000)
812201	Transfer From Fire Grant Fund	-	(26,622)	-	-
812202	Transfer From P.S.A.F.	(109,879)	(139,565)	(110,000)	(110,000)
	Total Applied Revenues	(996,402)	(1,537,481)	(135,000)	(135,000)
	<b>- Activity Total -</b>	<b>\$ 12,783,045</b>	<b>\$ 13,964,088</b>	<b>\$ 16,201,600</b>	<b>\$ 15,962,600</b>

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\* Additional detail on following page(s)

## Fire Suppression - Account Number Detail

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Office Supplies	\$ 3,900	\$ 4,100
Printers/Ink	3,400	3,400
Books/Pamphlets/Subscriptions	2,370	2,370
Cleaning/Soap/Restroom Supplies	7,800	7,800
Kitchen Supplies	4,280	4,280
Cleaning Appliances - Mops/Brooms/Vacuums	4,450	4,450
Apparatus/Vehicle Cleaning/Maintenance Supplies	3,800	3,800
Linen and Shop Rags	3,000	3,000
Mechanic Shop Tools/Supplies	2,300	2,300
Other Supplies	<u>7,000</u>	<u>7,000</u>
	\$ 42,300	\$ 42,500

<b>Acct #523025</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Vehicle/Apparatus Parts	\$ 44,000	\$ 49,000
Tires	25,000	27,500
Batteries	5,000	7,500
Lubricants	4,500	4,500
Welding Material	1,000	1,000
Repair/Re-chrome Equipment	<u>500</u>	<u>1,000</u>
	\$ 80,000	\$ 90,500

<b>Acct #534000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Landline	\$ 5,000	\$ 5,500
Satellite Phone	2,000	2,900
Mobile Data Communication Broadband	7,200	7,600
Apparatus/Assigned Staff Cell Phones	<u>3,400</u>	<u>6,600</u>
	\$ 20,200	\$ 22,600

<b>Acct #581000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Lease Principal - 7th of 7 years	87,900	90,500
Lease Principal - 1st of 7 years	262,100	-
Lease Principal - 3rd of 7 years	456,000	464,000
Lease Principal- 1st of 7 years	<u>-</u>	<u>295,500</u>
	\$ 806,000	\$ 850,000

<b>Acct #582000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Lease Interest - 7th of 7 years	5,000	2,600
Lease Interest - 1st of 7 years	132,000	-
Lease Interest - 3rd of 7 years	49,800	41,800
Lease Interest - 1st of 7 years	<u>-</u>	<u>80,600</u>
	\$ 186,800	\$ 125,000

# Paramedics (10102115)

## Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	PW Mtc - Regular Salaries	\$ -	\$ 2,450	\$ 2,400	\$ 2,500
510010	FD - Regular Salaries	669,578	724,035	771,800	800,100
510040	FD - OT Pay	512,502	298,531	350,000	390,000
510020	PW Mtc - PT Salaries	-	1,262	1,100	-
510020	FD - PT Salaries	2,218	-	-	-
512310	PW Mtc - Applied Benefits	-	4,378	3,700	3,200
512310	FD - Applied Benefits	966,275	1,038,749	1,171,800	1,218,900
512320	PW Mtc - PT Applied Benefits	-	288	300	-
512320	FD - PT Applied Benefits	155	-	-	-
	Total Salaries and Benefits	2,150,727	2,069,694	2,301,100	2,414,700
521000	Supplies	-	19	-	-
523025	Mechanical Parts	4,366	1,365	5,000	4,000
523000	Medical Supplies	70,469	71,566	77,600	82,000
534000	Telephone	4,245	3,771	4,500	4,600
540030	Travel and Meetings	-	66	1,500	1,500
540020	Training	8,324	8,193	9,000	6,000
542050	Contractual Services	19,825	9,599	22,200	24,700
543067	Miscellaneous Vehicle Repairs	2,552	-	5,000	2,500
543100	Medical Equipment Repairs	4,718	1,552	5,000	5,000
543025	Medical Oxygen	1,207	480	1,800	1,200
543030	EMS Nurse Educator	65,000	56,260	53,000	53,000
543031	EMS Medical Director	-	-	-	40,000
543065	Repair and Maintenance	-	2,803	-	-
544020	Intergovernmental - Paramedic Recertification	4,232	6,053	4,500	4,000
	Total Maintenance and Operations	184,938	161,726	189,100	228,500
422050	Emergency Med Assessment Fee Program	(172,809)	(142,176)	(190,000)	(150,000)
422055	ALS Cost Recovery Program	(136,346)	(143,695)	(130,000)	(130,000)
422060	Paramedic Subscription Fees	(27,545)	(26,870)	(25,000)	(25,000)
	Total Applied Revenues	(336,700)	(312,741)	(345,000)	(305,000)
	- Activity Total -	\$ 1,998,966	\$ 1,918,679	\$ 2,145,200	\$ 2,338,200

Additional detail on following page(s)

**Paramedics - Account Number Detail**

<b>Acct #523000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Medical Pharmaceuticals	\$ 41,250	\$ 43,000
Bandages/Dressings	9,050	10,000
IV Bags/Tubing	4,550	4,900
Oxygen Masks	4,550	4,900
Medical Gloves	5,800	6,200
Medical Hardware	6,400	6,700
Other Medical Supplies	<u>6,000</u>	<u>6,300</u>
	\$ 77,600	\$ 82,000

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Digital EMS - ePCR Annual Fees	\$ 12,000	\$ 14,000
Zoll Maintenance Contract	\$ 9,200	\$ 9,200
Other Services	<u>1,000</u>	<u>1,500</u>
	\$ 22,200	\$ 24,700



## Fire Prevention (10102120)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	PW Mtc - Regular Salaries	\$ -	\$ 2,860	\$ 2,400	\$ 2,500
510010	FD - Regular Salaries	175,927	275,584	345,700	401,700
510040	FD - OT Pay	2,404	1,231	-	3,000
510020	PW Mtc - PT Salaries	-	1,120	1,100	-
510020	FD - PT Salaries	852	1,862	2,400	2,800
512310	PW Mtc - Applied Benefits	-	5,111	3,700	3,200
512310	FD - Applied Benefits	320,852	384,834	473,600	559,700
512320	PW Mtc - PT Applied Benefits	-	255	-	-
512320	FD - PT Applied benefits	60	129	200	200
	Total Salaries and Benefits	500,094	672,987	829,100	973,100
521000	Supplies	8,056	4,908	5,500	7,500
522015	Uniforms	958	991	1,000	1,100
521005	Gasoline	2,604	3,088	3,200	5,200
523025	Mechanical Parts	-	-	2,000	1,000
522035	Computer Supplies	-	-	500	500
534000	Telephone	1	-	200	200
540030	Travel and Meetings	38	325	1,000	1,500
540010	Memberships	120	247	500	500
540020	Training	1,886	1,457	3,000	3,000
542050	Contractual Services	25,021	14,923	12,000	9,500
542020	Printing/Postage	109	-	500	500
543067	Miscellaneous Vehicle Repairs	-	1,734	2,000	1,000
	Total Maintenance and Operations	38,793	27,673	31,400	31,500
452040	FD Permit	(134,630)	(152,975)	(110,000)	(115,000)
452070	Plan Review	(150)	-	-	-
422020	New Business Inspection Fees	(111,210)	(157,556)	(110,000)	(155,000)
422021	New Business Inspection Fees - SIU Fees	(44,015)	(53,710)	(50,000)	(32,000)
452040	FD Permit				
462050	Enforcement Penalties	(300)	-	(2,000)	(2,000)
	Total Applied Revenues	(290,305)	(364,241)	(272,000)	(304,000)
	- Activity Total -	\$ 248,582	\$ 336,418	\$ 588,500	\$ 700,600

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Additional detail on following page(s)

**Fire Prevention - Account Number Detail**

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Office Supplies	\$ 3,000	\$ 3,000
Fire Prevention Educational Supplies	1,500	3,500
Fire Rescue Open House	<u>1,000</u>	<u>1,000</u>
	\$ 5,500	\$ 7,500

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Plan Review	\$ 7,500	\$ 5,000
Credit Card Merchant Fee	3,500	3,500
Other Services	<u>1,000</u>	<u>1,000</u>
	\$ 12,000	\$ 9,500

**Environmental Protection Services (10102125)**  
Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	PW Mtc - Regular Salaries	\$ -	\$ 6,129	\$ -	\$ -
510010	FD - Regular Salaries	754,668	769,631	722,900	864,900
510040	FD - OT Pay	3,704	3,588	6,000	-
510020	FD - PT Salaries	16,040	16,164	21,500	25,500
510060	FD - Standby OT Pay	25,256	35,333	-	38,000
512310	PW Mtc - Applied Benefits	-	10,952	-	-
512310	FD - Applied Benefits	1,203,207	1,423,861	1,262,100	1,574,000
512320	FD - PT Applied Benefits	1,119	1,117	1,500	1,800
	Total Salaries and Benefits	2,003,994	2,266,775	2,014,000	2,504,200
521000	Supplies	8,605	3,129	4,000	5,000
522015	Uniforms	6,573	4,397	6,000	6,000
521005	Gasoline	4,340	6,143	6,500	6,500
523025	Apparatus/vehicle Maintenance Parts	67	440	5,000	4,000
523035	Vehicle Equip/Supplies	1,878	210	7,000	7,000
522035	Computer Supplies	1,710	3,616	4,000	2,000
523015	Haz Mat Cleanup Supplies	2,728	1,462	3,000	4,000
534000	Telephone	4,064	6,550	6,200	6,600
543102	Instrument Calibration/Repair	1,210	521	1,200	1,000
540030	Travel and Meetings	-	1,017	2,000	2,000
540010	Memberships	-	460	1,000	1,000
540020	Training	7,601	3,000	5,000	5,000
542050	Contractual Services	20,110	37,922	17,600	18,500
542020	Printing/Postage	711	391	500	500
543010	File Warehousing	6,284	5,187	6,600	5,400
543067	Miscellaneous Vehicle Repair	-	688	2,000	1,000
543035	UST Designated Operator	1,748	9,059	4,500	4,800
543045	Hazardous Waste Cleanup	-	430	3,000	3,000
544020	Intergovernmental Charges	474	896	1,000	1,000
	Total Maintenance and Operations	68,102	85,517	86,100	84,300

Additional detail on following page(s)

**Environmental Protection Services (10102125) - continued**  
Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
	continued -				
444000	OP - Federal Fund	(7,170)	-	-	-
452000	Annual Industrial Waste Permit Fee	(127,313)	(131,374)	(125,000)	(128,000)
452070	Plan Review	-	(11,000)	-	-
452080	Industrial Waste Plan Check Fee	(14,351)	(9,911)	(9,000)	(9,000)
452090	AST Plan Check Fee	(3,355)	(2,080)	(2,000)	(2,000)
452100	Hazardous Materials Business Plan Fee	(856,578)	(888,562)	(830,000)	(870,000)
452010	CAL ARP Permit Fee	(60,791)	(62,913)	(61,000)	(61,000)
452020	Hazardous Waste Generator Permit Fee	(461,254)	(472,177)	(460,000)	(450,000)
422010	Site Mitigation	-	(1,055)	(500)	(1,000)
452110	Hazardous Waste Tiered Permit	(24,178)	(23,464)	(20,000)	(20,000)
422015	Underground Storage Tank Fee	(47,270)	(47,270)	(46,000)	(46,000)
452030	APSA Permit Fee	(16,373)	(19,323)	(17,000)	(16,000)
422030	Storm Water Inspection	(58,346)	(62,618)	(58,000)	(55,000)
425225	Underground Tank Plan Check	(8,254)	(8,076)	(6,000)	(4,000)
470090	Miscellaneous Fees	(31)	(1,025)	(500)	(500)
422040	Restitution Emergency Response	-	-	(500)	(500)
	Total Applied Revenues	(1,685,264)	(1,740,849)	(1,635,500)	(1,663,000)
	<b>- Activity Total -</b>	<u>\$ 386,833</u>	<u>\$ 611,443</u>	<u>\$ 464,600</u>	<u>\$ 925,500</u>

**Environmental Protection Services - Account Number Detail**

Acct #534000	FY 2022-23	FY 2023-24
Cellular	\$ 3,500	\$ 3,600
Broadband	<u>2,700</u>	<u>3,000</u>
	\$ 6,200	\$ 6,600

Acct #542050	FY 2022-23	FY 2023-24
EPD Database System Maintenance	\$ 14,600	\$ 15,500
Other Services	<u>3,000</u>	<u>3,000</u>
	\$ 17,600	\$ 18,500

## Fire Buildings and Grounds Maintenance (10102135)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Adopted FY 2023-24	
510040	PW Mtc - OT Pay	\$ -	\$ 1,081	\$ -	\$ -	
	Total Salaries and Benefits	-	1,081	-	-	
521000	Supplies	29,274	35,696	31,500	33,400	*
531000	Electricity	56,071	63,450	54,000	70,600	*
532000	Natural Gas	7,421	9,768	8,300	13,800	*
533000	Water	10,223	10,605	10,300	10,300	*
542050	Contractual Services	34,876	41,293	49,300	42,400	*
542055	Landscaping	7,900	8,264	-	8,300	
573400	Office Furniture / Equip. Replacement	-	-	7,000	7,000	
543081	Cleaning	1,432	4,116	2,000	2,000	
543015	Extinguisher Servicing	966	851	1,500	1,000	
543085	UST Testing/Maintenance/Repair	1,488	4,333	8,000	8,000	
543083	Station Repairs and Maintenance	57,846	49,195	51,900	53,400	*
544040	AQMD Fuel Tank / Generator Permits	956	855	1,500	1,500	
592000	Equipment Usage	600	600	600	600	
	Total Maintenance and Operations	209,054	229,026	225,900	252,300	
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>\$ 199,054</b>	<b>\$ 220,107</b>	<b>\$ 215,900</b>	<b>\$ 242,300</b>	

Additional detail on following page(s)

## Fire Buildings and Grounds Maintenance - Account Number Detail

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Heavy Duty Cleaners	\$ 9,200	\$ 9,900
Fertilizer/Pesticides	850	1,000
Appliances	9,000	9,000
Other Supplies	<u>12,450</u>	<u>13,500</u>
	\$ 31,500	\$ 33,400

<b>Acct #531000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Station One	\$ 32,500	\$ 41,000
Station Two	5,600	8,000
Station Three	6,600	10,600
Station Four	<u>9,300</u>	<u>11,000</u>
	\$ 54,000	\$ 70,600

<b>Acct #532000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Station One	\$ 4,200	\$ 8,500
Station Two	1,200	1,800
Station Three	1,200	1,500
Station Four	<u>1,700</u>	<u>2,000</u>
	\$ 8,300	\$ 13,800

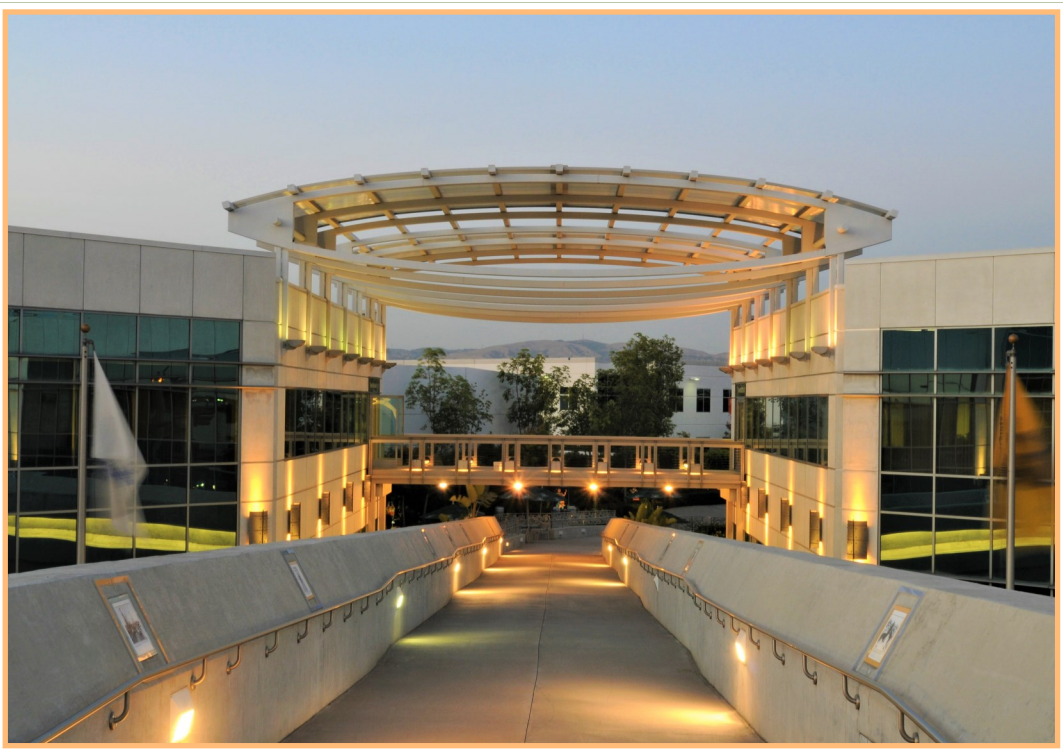
<b>Acct #533000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Station One	\$ 4,100	\$ 4,100
Station Two	1,600	1,600
Station Three	1,600	1,600
Station Four	<u>3,000</u>	<u>3,000</u>
	\$ 10,300	\$ 10,300

<b>Acct #5420050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Apparatus/Vehicle Deionizer	\$ 3,400	\$ 3,800
Chief Pond Maintenance	1,300	1,300
Pest Control	6,000	6,600
Water	4,400	4,400
Landscape Maintenance Contract	14,700	6,800
HQ Hazardous Waste Disposal/Clarifier	2,500	2,500
Janitorial Services - HQ	12,000	12,000
Other Services	2,500	2,500
Alarm Service - HQ	<u>2,500</u>	<u>2,500</u>
	\$ 49,300	\$ 42,400

**Fire Buildings and Grounds Maintenance - Account Number Detail**

<b>Acct #543083</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Overhead Rollup Door Maintenance/Repair	\$ 10,000	\$ 10,000
Landscape Repair/Improvements	4,000	4,000
Plumbing Repairs	4,200	4,200
Painting/Cleaning	11,000	11,000
Plymovent Maintenance/Repair	3,000	3,000
HVAC Maintenance/Repair	5,500	5,000
Emergency Generator Maintenance/Repair	2,000	2,000
Electrical Improvements	2,600	2,600
Station Paging/Alerting System Maint/Repair	3,600	3,600
Other Building/Grounds Maintenance/Repair	<u>6,000</u>	<u>8,000</u>
	\$ 51,900	\$ 53,400

# PLANNING & DEVELOPMENT





**Administration:** Planning Administration provides staff support to the City Planning Commission, Housing Successor, Successor Agency, 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.

**Planning Commission:** The Planning Commission budget shows the cost for staff support to the Planning Commission. The Planning Commission conducts public hearings and makes recommendations to the City Council on matters such as adoption of the City's General Plan, changes in the City's Development Code and Development Standards, Environmental Impact Reports, Subdivision and Parcel Map applications, Conditional Use Permits and various other types of development applications.

**Economic Development:** 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.

**Building Regulation:** 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 a Building Inspector that visits 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.



# Planning

## FY 2023-24 Proposed Budget

### Department Summary

Activity		Actual	Actual	Adopted	Proposed
Number	Name	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
10103199	Administration and Current Planning	\$ 381,700	\$ 464,570	\$ 628,700	\$ 709,900
10103110	Planning Commission	392,195	432,244	444,500	346,300
10103115	Economic Development	171,792	225,619	351,800	888,400
10103120	Building Regulation	(148,794)	(422,602)	(8,700)	29,800
Department Totals		<u>\$ 796,893</u>	<u>\$ 699,832</u>	<u>\$ 1,416,300</u>	<u>\$ 1,974,400</u>

PLANNING & DEVELOPMENT					
Positions	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
Administrative Assistant I	1	1	1	1	1
Assistant Director of Planning	-	-	1	1	1
Assistant Planner	1	1	1	1	1
Associate Planner	1	2	2	2	2
Building Permit Clerk II	1	1	1	1	1
Building Permit Technician I	-	-	-	-	1
Director of Planning	1	1	1	1	1
Economic Development Director	-	-	-	-	1
Economic Development Manager	-	-	-	-	1
Program Assistant Planner	1	1	1	1	1
Senior Planner	2	1	-	-	1
<b>Total FT Positions</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>12</b>

**Part-Time Non-Benefitted Hours**

Total Number of Hours	2,080	2,080	2,080	2,080	2,080
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## Planning Administration and Current Planning (10103199)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	PLN Adm - Regular Salaries	\$ 151,349	\$ 157,066	\$ 168,200	\$ 251,500
510040	PLN Adm - OT Pay	35	79	-	2,000
510020	PLN Adm - PT Salaries	16,224	9,264	21,100	18,100
511010	CS Rec - PT Salaries		143	-	-
512310	PLN Adm - Applied Benefits	260,052	292,277	294,200	321,900
512320	CS Rec - PT Applied Benefits		13	-	-
512320	PLN Adm - PT Applied Benefits	1,270	715	1,600	1,400
	Total Salaries and Benefits	428,931	459,555	485,100	594,900
521000	Supplies	6,786	5,252	7,500	9,500
522000	Books/Subscriptions	361	167	600	2,600
534000	Telephone	1,363	1,383	1,400	1,800
540010	Memberships	1,471	1,879	1,600	2,100
540020	Training	105	240	3,000	4,000
540030	Travel and Meetings	-	867	10,000	12,500
542010	Advertising	11,861	15,869	20,000	20,000
542050	Contractual Services	143,814	238,158	258,000	238,000
544020	Intergovt/LA County Mapping Services	900	3,874	5,000	5,000
592000	Equipment Usage	4,500	4,500	4,500	4,500
	Total Maintenance and Operations	171,160	272,190	311,600	300,000
423000	Tentative Map Filing Fee	(36,958)	(64,146)	(30,000)	(20,000)
423005	Plan Check & Inspection Fees	(38,468)	(52,367)	(33,000)	(40,000)
423010	Maps & Publications	(19,867)	(14,820)	(15,000)	(15,000)
423015	Planning & Zoning Fees	(102,938)	(114,247)	(75,000)	(65,000)
470035	Property Owner Contributions	-	-	-	(30,000)
470090	Miscellaneous Fees / Initial Studies	(20,161)	(21,595)	(15,000)	(15,000)
	Total Applied Revenues	(218,392)	(267,175)	(168,000)	(185,000)
	<b>- Activity Total -</b>	<b>\$ 381,700</b>	<b>\$ 464,570</b>	<b>\$ 628,700</b>	<b>\$ 709,900</b>

Additional detail on following page(s)

**Planning Administration and Current Planning - Account Number Detail**

<b>Acct #540010</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
APA	\$ 1,100	\$ 1,200
ZOOM Membership	-	300
AEP	500	600
	<u>\$ 1,600</u>	<u>\$ 2,100</u>

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Miscellaneous Contractual Services	\$ 20,000	\$ -
Architectual Consultant Services	20,000	20,000
LRPMP-Property Transfer, Etc.	10,000	10,000
Real Estate Ownership Search	2,000	2,000
Copier	16,000	16,000
VMT Methodology CEQA	75,000	-
Planning Consultant Services	35,000	-
Housing Element Annual Progress	10,000	10,000
Advanced Planning-Various Code Amendments	20,000	-
Legal Services for Planning	50,000	180,000
	<u>\$ 258,000</u>	<u>\$ 238,000</u>

# Planning Commission (10103110)

## Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	PLN Adm - Regular Salaries	\$ 140,934	\$ 147,547	\$ 155,000	\$ 137,300
510040	PLN Adm - OT Pay	-	2,090	2,000	5,000
510020	PLN Adm - PT Salaries	8,191	4,621	11,100	7,200
512310	PLN Adm - Applied Benefits	239,645	272,500	265,500	182,200
512320	PLN Adm - PT Applied Benefits	641	356	900	600
	Total Salaries and Benefits	389,411	427,114	434,500	332,300
521000	Supplies	234	1,907	1,000	1,000
540010	Memberships	-	-	500	500
540020	Training	-	-	1,500	1,500
540030	Travel and Meetings	-	-	3,000	3,000
542050	Contractual Services/Stipends	2,550	3,223	4,000	8,000
	Total Maintenance and Operations	2,784	5,130	10,000	14,000
	- Activity Total -	\$ 392,195	\$ 432,244	\$ 444,500	\$ 346,300

**Economic Development (10103115)**  
**Activity Detail**

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	PLN Adm - Regular Salaries	\$ 33,355	\$ 35,884	\$ 42,400	\$ 329,200
510020	PLN Adm - PT Salaries	-	-	1,100	1,800
512310	PLN Adm - Applied Benefits	62,423	73,039	83,900	432,600
512320	PLN Adm - PT Applied Benefits	-	-	100	200
	Total Salaries and Benefits	95,777	108,923	127,500	763,800
521000	Supplies	2,983	2,647	4,000	4,000
522000	Books and Subscriptions	75	75	500	500
540010	Memberships	-	597	4,800	5,100 *
540020	Training	-	3,163	1,000	1,000
540030	Travel and Meetings	2,850	2,850	10,000	10,000 *
542010	Advertising	1,300	-	4,000	4,000
542050	Contractual Services	68,806	107,365	200,000	100,000 *
	Total Maintenance and Operations	76,014	116,697	224,300	124,600
	- Activity Total -	\$ 171,792	\$ 225,619	\$ 351,800	\$ 888,400

Additional detail on following page(s)

**Economic Development - Account Number Detail**

<b>Acct #540010</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
RMDZ	\$ 1,500	\$ 1,500
LAEDC	2,500	2,500
CALED	400	700
ICSC	400	400
	<u>\$ 4,800</u>	<u>\$ 5,100</u>

<b>Acct #540030</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
ICSC - Las Vegas	\$ 10,000	\$ 10,000
	<u>\$ 10,000</u>	<u>\$ 10,000</u>

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Economic Consultants	\$ 125,000	\$ -
EDE Implementation	75,000	100,000
	<u>\$ 200,000</u>	<u>\$ 100,000</u>



## Building Regulation (10103120)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	CM - Regular Salaries	\$ 21,592	\$ 30,533	\$ 10,200	\$ 12,500
510010	PLN Adm - Regular Salaries	207,776	206,740	229,700	330,300
510040	PLN Adm - OT Pay	-	2,865	2,700	2,700
510020	PLN Adm - PT Salaries	2,879	1,765	3,700	9,100
512310	CM - Applied Benefits	27,927	43,409	14,600	15,800
512310	PLN Adm - Applied Benefits	360,288	388,387	405,100	425,700
512320	PLN Adm - PT Applied Benefits	225	136	300	700
	Total Salaries and Benefits	620,688	673,835	666,300	796,800
521000	Supplies	1,352	1,334	1,500	1,500
540020	Training	-	-	100	100
542050	Contractual Services	15,467	21,163	17,000	325,000
544020	Intergovernmental Charges	733,588	944,563	800,000	1,100,000
592000	Equipment Usage	6,400	6,400	6,400	6,400
	Total Maintenance and Operations	756,806	973,461	825,000	1,433,000
453010	Building Inspection Fees	(1,526,288)	\$ (2,069,897)	(1,500,000)	(2,200,000)
	Total Applied Revenues	(1,526,288)	(2,069,897)	(1,500,000)	(2,200,000)
	- Activity Total -	\$ (148,794)	\$ (422,602)	\$ (8,700)	\$ 29,800

\*

### Building Regulation - Account Number Detail

Acct #542050	FY 2022-23	FY 2023-24
Consultant	\$ -	\$ 300,000
Records Management	17,000	25,000
	\$ 17,000	\$ 325,000

# PUBLIC WORKS



# Public Works

## FY 2023-2024 Proposed Budget

### Department Summary

Activity Name	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
Engineering	\$ 455,416	\$ 460,793	\$ 928,900	\$ 1,123,600
Municipal Services	7,210,661	8,083,462	9,851,000	10,337,300
Department Totals	<u>\$ 7,666,077</u>	<u>\$ 8,544,254</u>	<u>\$ 10,779,900</u>	<u>\$ 11,460,900</u>

**ADMINISTRATION:** 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.

**NPDES:** National Pollutant Discharge Elimination System (NPDES) 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.

**BUILDING REGULATION:** In conjunction with development within the City, certain public improvements are required by property owners. The requirements imposed vary by location, type of project and necessity for public infrastructure within the given area. In order to ensure that all improvements are in accordance with given local, state and federal statutes, plan checking services are provided by City staff as well as subsequent inspection of such installations.

**TRAFFIC ENGINEERING:** 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.

**TRAFFIC COMMISSION:** 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 and Whittier Police Officers through the Police Services Center.

# Engineering

## FY 2023-24 Proposed Budget Department Summary

Activity		Actual	Actual	Adopted	Proposed
Number	Name	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
10104299	Administration	\$ 265,142	\$ 302,566	\$ 383,800	\$ 435,800
10104220	NPDES	94,765	91,571	238,100	275,400
10104230	Building Regulation / Public Improvement	(76,318)	(97,594)	(77,700)	11,700
10423501	Traffic Engineering	161,533	151,845	357,800	364,700
10423502	Traffic Commission	10,295	12,404	26,900	36,000
Division Total		<u>\$ 455,416</u>	<u>\$ 460,793</u>	<u>\$ 928,900</u>	<u>\$ 1,123,600</u>



PUBLIC WORKS - ENGINEERING SERVICES					
Positions	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
Assistant Civil Engineer	1	1	2	1	1
Assistant Director of Public Works	-	-	-	-	1
Associate Civil Engineer	-	-	-	1	1
Capital Improvements Manager	1	1	1	1	1
Civil Engineering Assistant I	1	1	1	1	1
Civil Engineering Technician II	1	1	1	1	1
Director of Public Works	1	1	1	1	1
Management Analyst I	1	-	-	-	-
Management Analyst II	-	1	1	1	1
Public Works Department Secretary	1	1	1	1	1
Public Works Inspector	1	1	1	1	1
Traffic Engineer	-	-	1	1	1
<b>Total FT Positions</b>	<b>8</b>	<b>8</b>	<b>10</b>	<b>10</b>	<b>11</b>

**Part-Time Non-Benefitted Hours**

Total Number of Hours	3,744	3,744	3,744	3,744	3,744
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## Engineering Administration (10104299)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	PW Adm - Regular Salaries	\$ 75,442	\$ 92,120	\$ 115,300	\$ 149,500
510040	PW Mtc - PT OT Pay	-	222	-	-
510020	PW Adm - PT Salaries	10,076	3,817	16,000	17,400
512310	PW Adm - Applied Benefits	132,604	185,797	192,600	205,100
512320	PW Adm - PT Applied Benefits	775	345	1,600	2,000
	Total Salaries and Benefits	218,898	282,302	325,500	374,000
522000	Books & Subscriptions	-	355	-	500
522020	Postage	-	64	200	200
521000	Supplies	19,241	3,995	20,000	20,000
534000	Telephone	2,306	2,127	2,200	2,200
542010	Advertising	20,447	17,021	12,000	15,000
540030	Travel and Meetings	-	416	1,000	1,000
540010	Memberships	1,024	933	2,000	2,000
540020	Training	150	-	3,000	3,000
542050	Contractual Services	36,039	48,243	75,000	75,000
581000	Principal	-	3,200	-	-
582000	Interest	-	247	-	-
592000	Equipment Usage	4,500	4,500	4,500	4,500
	Total Maintenance and Operations	83,707	81,100	119,900	123,400
423010	Maps & Publications	-	(84)	(100)	(100)
470090	Miscellaneous Fees	(7,535)	(1,400)	(1,500)	(1,500)
470040	CMP Mitigation Contributions	(18,662)	(47,836)	(50,000)	(50,000)
817113	Trans from Comm Fac Distr 2004-1	(7,735)	(3,611)	(3,300)	(3,300)
817114	Trans from Comm Fac Distr 2002-1	(3,532)	(7,905)	(6,700)	(6,700)
	Total Applied Revenues	(37,463)	(60,836)	(61,600)	(61,600)
	- Activity Total -	\$ 265,142	\$ 302,566	\$ 383,800	\$ 435,800

\*

### Engineering Administration (10104299) - Account Number Detail

Acct #542050	FY 2022-23	FY 2023-24
Lanier Copier	\$ 3,500	\$ 3,500
Engineering Assistance	20,000	20,000
Heritage Springs Assess District Services	8,500	8,500
Community Facilities District Services	14,000	14,000
Records Management	1,000	1,000
Computer Software License Renewals	25,000	25,000
Various Equipment Maintenance	3,000	3,000
	\$ 75,000	\$ 75,000

## NPDES (10104220)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	PW Adm - Regular Salaries	\$ 16,733	\$ 15,481	\$ 31,300	\$ 34,700
510010	PW Mtc - Regular Salaries	17,491	19,594	29,700	44,500
510020	PW Mtc - PT Salaries	2,092	888	400	400
512310	PW Adm - Applied Benefits	30,622	32,378	54,400	48,000
512310	PW Mtc - Applied Benefits	29,244	39,218	49,600	65,100
512320	PW Mtc - PT Applied Benefits	475	209	100	100
	Total Salaries and Benefits	96,656	107,768	165,500	192,800
521000	Supplies	139	20	2,500	2,500
540030	Travel and Meetings	-	-	200	200
540020	Training	-	-	2,000	2,000
542050	Contractual Services	46,652	60,704	45,000	55,000
544020	Intergovernmental Charges	104,108	85,961	177,000	177,000
592000	Equipment Usage	600	600	600	600
	Total Maintenance and Operations	151,499	147,285	227,300	237,300
422020	Inspection Fees/Storm Drain Connection	(8,691)	(18,783)	(10,000)	(10,000)
811040	Transfer from Waste Management	(6,000)	(6,000)	(6,000)	(6,000)
815010	Transfer from Water Utility	(138,700)	(138,700)	(138,700)	(138,700)
	Total Applied Revenues	(153,391)	(163,483)	(154,700)	(154,700)
	- Activity Total -	\$ 94,765	\$ 91,571	\$ 238,100	\$ 275,400

\*

### NPDES (10104220)- Account Number Detail

Acct #544020	FY 2022-23	FY 2023-24
Catch Basin Cleaning	\$ 32,000	\$ 32,000
Litigation	3,000	3,000
Lower San Gabriel River Watershed Mgmt	27,000	27,000
MS4 Permit & TMDL	105,000	105,000
NPDES City Permit	10,000	10,000
	\$ 177,000	\$ 177,000



## Building Regulation/Public Improvements (10104230)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	PW Adm - Regular Salaries	\$ 141,356	\$ 120,998	\$ 163,400	\$ 189,100
510010	PW Mtc - Regular Salaries	93	-	-	-
510040	PW Adm - OT Pay	10,194	-	10,000	10,000
510040	PW Mtc - OT Pay	45	65	500	500
510020	PW Adm - PT Salaries	5,143	1,869	8,000	8,700
512310	PW Adm - Applied Benefits	260,775	248,724	272,600	260,400
912310	PW Mtc - Applied Benefits	186	-	-	-
512320	PW Adm - PT Applied Benefits	396	166	800	1,000
	Total Salaries and Benefits	418,187	371,823	455,300	469,700
521000	Supplies	166	-	1,400	1,400
540030	Travel & Meetings		680	-	-
542050	Contractual Services	10,598	103,054	30,000	145,000
592000	Equipment Usage	3,600	3,600	3,600	3,600
	Total Maintenance and Operations	14,364	107,334	35,000	150,000
423005	Plan Check & Inspection Fees	(176,398)	(114,925)	(200,000)	(300,000)
453000	Excavation Permits	(323,358)	(419,161)	(360,000)	(300,000)
453020	Final Map Checking Fees	(9,114)	(42,623)	(8,000)	(8,000)
470090	Miscellaneous Fees	-	(42)	-	-
	Total Applied Revenues	(508,870)	(576,751)	(568,000)	(608,000)
	- Activity Total -	<u>\$ (76,318)</u>	<u>\$ (97,594)</u>	<u>\$ (77,700)</u>	<u>\$ 11,700</u>

\* Additional detail on following page(s)

**Building Regulation/Public Improvements (10104230)- Account Number Detail**

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Uniforms	\$ 600	\$ 600
Photo Supplies	200	200
Misc.	<u>600</u>	<u>600</u>
	\$ 1,400	\$ 1,400

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Engineering Assistance	\$ 20,000	\$ 135,000
Sewer Flow Study/Monitoring	6,000	6,000
Misc.	<u>4,000</u>	<u>4,000</u>
	\$ 30,000	\$ 145,000

**Traffic Engineering (10423501)**  
**Activity Detail**

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	PW Adm - Regular Salaries	\$ 16,037	\$ 17,589	\$ 83,500	\$ 95,100
510040	PW Adm - OT Pay	-	-	100	100
510040	PW Mtc - OT Pay	562	569	500	500
510020	PW Adm - PT Salaries	2,253	607	3,000	3,300
512310	PW Adm - Applied Benefits	29,092	36,612	125,400	129,200
512320	PW Adm - PT Applied Benefits	173	66	400	600
	Total Salaries and Benefits	48,116	55,443	212,900	228,800
521000	Supplies	113	-	-	1,000
540030	Travel and Meetings	292	-	400	400
542050	Contractual Services	108,690	96,356	110,000	110,000
544020	Intergovernmental Charges	50,000	57,000	70,000	70,000
592000	Equipment Usage	4,500	4,500	4,500	4,500
	Total Maintenance and Operations	163,595	157,856	184,900	185,900
470090	Miscellaneous Fees	(50,178)	(61,454)	(40,000)	(50,000)
	Total Applied Revenues	(50,178)	(61,454)	(40,000)	(50,000)
	- Activity Total -	\$ 161,533	\$ 151,845	\$ 357,800	\$ 364,700

\* Additional detail below

**Traffic Engineering (10423501)- Account Number Detail**

Acct #542050	FY 2022-23	FY 2023-24
Traffic Engineering Assistance	\$ 110,000	\$ 110,000
	\$ 110,000	\$ 110,000

Acct #544020	FY 2022-23	FY 2023-24
LA County Partnership Projects	\$ 15,000	\$ 15,000
GC COG 91/605/405 Membership	20,000	20,000
I-5 Consortium JPA Membership	35,000	35,000
	\$ 70,000	\$ 70,000

## Traffic Commission (10423502)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	PW Adm - Regular Salaries	\$ 3,064	\$ 3,056	\$ 8,000	\$ 11,100
510040	PW Adm - OT Pay	-	-	400	400
510020	PW Adm - PT Salaries	1,113	259	1,300	1,500
512310	PW Adm - Applied Benefits	5,732	6,592	13,000	15,700
512320	PW Adm - PT Applied Benefits	86	47	300	400
	Total Salaries and Benefits	9,995	9,954	23,000	29,100
521000	Supplies	-	699	200	200
540030	Travel and Meetings	-	-	400	400
540020	Training	-	50	300	300
542050	Contractual Services	300	1,700	3,000	6,000
	Total Maintenance and Operations	300	2,449	3,900	6,900
	- Activity Total -	\$ 10,295	\$ 12,404	\$ 26,900	\$ 36,000

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

**EQUIPMENT MAINTENANCE:** The Equipment Maintenance activity maintains and repairs all the City equipment, which are approximately 200 vehicles. This includes the repairs on a diverse range of conventional and alternate fueled vehicles and equipment.

**MUNICIPAL SERVICES YARD:** The Municipal Services Yard activity provides for the maintenance of the Municipal Services Yard and buildings, including landscape and janitorial services.

**GRAFFITI REMOVAL:** The Graffiti Removal activity provides for the removal of graffiti within the City. City facilities and parks are routinely inspected for graffiti and when found, graffiti is removed. The activity includes graffiti removal on private property that can be seen from the street. It also includes graffiti on light poles, utility boxes, sidewalks, and curb faces. Graffiti is removed from all the City's major corridors (streets) on a regularly scheduled basis. The City also maintains a 24-hour graffiti hotline where residents can call to report graffiti.

**TRANSIT SERVICES:** The Transit Service activity administers the City's Dial-a-Ride service, which provides free transportation for Santa Fe Springs' seniors 60 years and older, and Santa Fe Springs' residents with disabilities, for medical appointments and to the City's Senior Center. Other transportation services include: Program-related transportation to and from City facilities and a variety of excursion outing locations. This activity is funded entirely through Local Return Propositions A & C, and Measure R funds.

**STREET MAINTENANCE/GENERAL:** 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.

**STREET MAINTENANCE/TREE MAINT.:** The Street Maintenance/ Tree Maintenance activity provides for the maintenance of trees within the City public right-of-way (parkways and medians). Tree trimming is done on a three-year cycle, as well as removing and replacing trees that are damaged.



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

**STREET MAINT./SIGNS & STRIPING:** 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.

**TRAFFIC SIGNAL MAINT.—SANTA FE SPRINGS:** 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.

**TRAFFIC SIGNAL MAINT.—CONTRACT CITIES:** 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.

**STREET LIGHTING MAINT.:** 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.

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

**BUILDING & GROUNDS MAINT.:** The Building and Grounds Maintenance activity provides for the janitorial services, utilities, repairs, landscape maintenance, and facility maintenance of the various City facilities.

**PARK MAINTENANCE—BALL FIELDS:** 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.



# Municipal Services

## FY 2023-24 Proposed Budget Department Summary

Activity		Actual	Actual	Adopted	Proposed
Number	Name	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
10104399	Administration	\$ 113,368	\$ 124,999	\$ 143,800	\$ 179,600
10431001	Equipment Maintenance	398,118	606,711	888,400	1,020,900
10431002	Municipal Services Yard	200,275	198,293	213,400	267,200
10104330	Graffiti Removal	268,808	324,228	345,000	348,700
10434002	Transit Services	-	-	-	-
10432001	Street Maintenance/General	829,352	1,033,278	1,389,000	1,435,700
10432002	Street Maintenance/Tree Maintenance	-	-	-	-
10432003	Landscape Mtc.	868,012	856,948	887,700	911,400
10432004	Street Maintenance/Signs & Striping	134,513	102,156	121,800	138,700
10433501	Traffic Signal Mtc.-Santa Fe Springs	492,887	428,628	574,400	613,100
10433502	Traffic Signal Mtc.-Contract Cities	101,596	49,859	329,300	283,700
10433503	Street Lighting Maintenance	819,202	977,175	986,500	1,022,100
Various	Park Maintenance Summary	1,335,841	1,372,739	1,722,400	1,801,200
Various	Buildings & Ground Maintenance Summary	1,574,165	1,807,002	1,896,500	1,964,300
10432509	Park Maintenance-Ball Fields	74,524	201,446	352,800	350,700
Division Totals		\$ 7,210,661	\$ 8,083,462	\$ 9,851,000	\$ 10,337,300

PUBLIC WORKS - MUNICIPAL SERVICES					
Positions	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
Assistant Traffic Signal & Lighting Technician	-	-	2	2	3
Administrative Asistant II	-	-	-	-	1
Bus Driver II	1	1	1	1	2
Bus Driver III	1	1	1	1	1
Electrician	1	1	1	1	1
Electrician Assistant	-	-	-	1	1
Facility Lead Worker	-	-	1	1	1
Facility Section Supervisor	1	1	1	1	1
Facility Specialist	3	3	3	3	3
Fleet Supervisor	1	1	1	1	1
Grounds Supervisors	-	-	-	1	1
Maintenance Worker I	7	7	7	9	9
Maintenance Worker II	-	-	2	2	2
Mechanic I	2	1	1	2	2
Mechanic II	1	2	2	2	2
Mechanic Assistant	-	-	-	1	1
Municipal Services Manager	1	1	1	1	1
Municipal Services Supervisor	-	-	1	1	1
Streets & Grounds Lead Worker	1	1	1	-	-
Streets & Grounds Maintenance Supervisor	1	1	1	-	-
Street Supervisor	-	-	-	1	1
Traffic Signal & Lighting Supervisor	1	1	1	1	1
Traffic Signal & Lighting Technician I	2	1	2	2	1
Traffic Signal & Lighting Technician II	1	2	1	1	2
Transportation Services Supervisor	1	1	-	-	-
<b>Total FT Positions</b>	<b>26</b>	<b>26</b>	<b>31</b>	<b>36</b>	<b>39</b>

**Part-Time Non-Benefitted Hours**

Total Number of Hours	28,816	28,616	18,900	16,228	11,916
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## Maintenance Administration (10104399)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	PW Mtc - Regular Salaries	\$ 27,153	\$ 27,352	\$ 33,500	\$ 48,500
510040	PW Mtc - OT Pay	-	65	800	1,000
510060	PW Mtc - Standby Pay	17,349	17,717	20,000	22,500
512310	PW Mtc - Applied Benefits	51,802	58,257	61,100	77,600
	Total Salaries and Benefits	96,304	103,391	115,400	149,600
521000	Supplies	6,918	6,079	6,000	8,500
534000	Telephone	3,852	7,057	12,400	12,400
540030	Travel and Meetings	477	649	500	700
540010	Memberships	95	180	500	700
540020	Training	390	1,915	1,500	200
542050	Contractual Services	3,332	3,728	5,500	5,500
592000	Equipment Usage	2,000	2,000	2,000	2,000
	Total Maintenance and Operations	17,064	21,608	28,400	30,000
	- Activity Total -	<u>\$ 113,368</u>	<u>\$ 124,999</u>	<u>\$ 143,800</u>	<u>\$ 179,600</u>

**Equipment Maintenance (10431001)**  
**Activity Detail**

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	PW Mtc - Regular Salaries	\$ 144,601	\$ 144,435	\$ 288,900	\$ 300,400
510040	PW Mtc - OT Pay	9,613	11,350	10,000	15,000
510050	PW Mtc - PT OT Pay	800	2,083	1,000	2,000
510020	PW Mtc - PT Salaries	11,408	35,857	20,700	21,800
510060	PW Mtc - Standby Pay	17,447	18,732	20,000	22,500
512310	PW Mtc - Applied Benefits	248,627	294,270	473,300	433,100
512320	PW Mtc - PT Applied Benefits	953	6,248	1,500	1,600
	Total Salaries and Benefits	433,449	512,975	815,400	796,400
521000	Supplies	351,292	522,582	50,000	250,000 *
521005	Gasoline	-	-	510,000	510,000 *
532000	Natural Gas	156	65	200	200
533000	Water	1,396	1,483	1,400	2,100
534000	Telephone	917	253	-	-
540030	Travel and Meetings	500	204	500	600
540010	Memberships	-	-	500	600
540020	Training	-	1,178	3,000	3,000
542050	Contractual Services	275,395	238,593	200,000	150,000 *
544020	Intergovernmental Charges	-	-	2,400	3,000 *
592000	Equipment Usage	(649,225)	(657,641)	(690,000)	(690,000)
	Total Maintenance and Operations	(19,569)	106,717	78,000	229,500
470030	City Property Damage	-	(5,080)	-	(5,000)
470080	Insurance Proceeds	(15,457)	(7,901)	-	-
812000	Sale of Property	(305)	-	(5,000)	-
	Total Applied Revenues	(15,762)	(12,981)	(5,000)	(5,000)
	- Activity Total -	\$ 398,118	\$ 606,711	\$ 888,400	\$ 1,020,900

\* Additional detail on following page(s)

**Equipment Maintenance (10431001) - Account Number Detail**

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Repair Parts, Oil, Tires, Misc. Supplies - General Govt	18,000	150,000
Repair Parts, Oil, Tires, Misc. Supplies - Fire	16,000	-
Repair Parts, Oil, Tires, Misc. Supplies - Police	16,000	100,000
	<u>\$ 50,000</u>	<u>\$ 250,000</u>

<b>Acct #521005</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Fuel only - General Government	\$ 250,000	\$ 250,000
Fuel only - Police	260,000	260,000
	<u>\$ 510,000</u>	<u>\$ 510,000</u>

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Accident Repairs	\$ 20,000	\$ 23,500
Smogs	3,000	3,000
Garage Software Programs	5,000	5,000
Towels (Wash Rack)	3,000	-
Safety Clean	2,900	-
Towing	600	2,500
Mechanical Repair Work	110,000	60,000
Fire Extinguisher	1,500	3,000
UST Inspections	3,500	2,500
Radio Frequency Lease	1,500	1,500
Transmission Repairs, Repaint		
Trucks, Broken Windshields, etc.	49,000	49,000
	<u>\$ 200,000</u>	<u>\$ 150,000</u>

<b>Acct #544020</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
UST, Board of Equalization, ARB-PERB, CHP	\$ 2,400	\$ 3,000
	<u>\$ 2,400</u>	<u>\$ 3,000</u>

## Municipal Services Yard (10431002)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	PW Mtc - Regular Salaries	\$ 18,385	\$ 16,534	\$ 31,600	\$ 44,700
510040	PW Mtc - OT Pay	7,578	3,636	5,000	5,000
510050	PW Mtc - PT OT Pay	1,730	411	200	500
510060	FA - PT OT Pay	229	-	-	-
510050	FA - PT Salaries	51	-	-	-
510020	PW Mtc - PT Salaries	14,056	21,847	1,900	2,000
512310	PW Mtc - Applied Benefits	33,177	35,726	55,800	68,800
512310	FA - PT Applied Benefits	9	-	-	-
512320	PW Mtc - PT Applied Benefits	1,554	2,859	600	300
	Total Salaries and Benefits	76,769	81,013	95,100	121,300
521000	Supplies	33,489	23,080	25,000	48,500
531000	Electricity	32,697	28,576	32,000	30,000
532000	Natural Gas	1,075	1,644	1,100	3,000
533000	Water	2,792	2,965	3,200	4,200
534000	Telephone	15,474	17,175	17,000	15,000
542050	Contractual Services	33,726	38,840	35,000	40,200
592000	Equipment Usage	5,000	5,000	5,000	5,000
	Total Maintenance and Operations	124,253	117,280	118,300	145,900
470090	Miscellaneous Fees	(747)	-	-	-
	Total Applied Revenues	(747)	-	-	-
	- Activity Total -	\$ 200,275	\$ 198,293	\$ 213,400	\$ 267,200

\* Additional detail on following page(s)

**Municipal Services Yard (10431002)- Account Number Detail**

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
LED Lighting Fixtures	\$ -	\$ 20,000
Holiday Supplies	6,000	6,000
Operating Supplies	9,500	12,000
Locks and Cores	5,500	5,500
Lamps & Electrical	4,000	5,000
	<u>\$ 25,000</u>	<u>\$ 48,500</u>

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Misc Equipment- LED Lighting Fixtures	\$ 3,000	\$ 3,000
HVAC Maintenance	4,000	5,000
Landscape Maintenance Contract	4,300	4,500
Misc Contracts	800	1,500
Hazardous Waste Pickup	4,300	5,000
Janitorial Services	15,000	17,000
Alarm Monitoring	1,600	2,000
Copier Maintenance	2,000	2,200
	<u>\$ 35,000</u>	<u>\$ 40,200</u>

## Graffiti Removal (10104330)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	PW Mtc - Regular Salaries	\$ 52,263	\$ 66,704	\$ 82,400	\$ 86,100
510020	PW Mtc - PT Salaries	67,024	65,935	48,700	50,900
510040	PW Mtc - OT Pay	467	669	1,000	2,500
510050	PW Mtc - PT OT Pay	1,139	516	3,000	3,000
512310	PW Mtc - Applied Benefits	85,179	133,524	146,200	145,700
512320	PW Mtc - PT Applied Benefits	15,040	8,818	10,900	3,600
	Total Salaries and Benefits	221,112	276,166	292,200	291,800
521000	Supplies	30,644	32,293	30,000	34,000
534000	Telephone	2,449	2,427	2,500	2,500
542050	Contractual Services	6,203	5,506	12,000	12,000
592000	Equipment Usage	8,400	8,400	8,400	8,400
	Total Maintenance and Operations	47,696	48,626	52,900	56,900
470030	Damage to City Property	-	(564)	(100)	-
	Total Applied Revenues	-	(564)	(100)	-
	- Activity Total -	\$ 268,808	\$ 324,228	\$ 345,000	\$ 348,700

\* Additional detail below

#### Graffiti Removal - City Area (10104330) - Account Number Detail

Acct #521000	FY 2022-23	FY 2023-24
Graffiti Supplies	\$ 8,000	\$ 8,000
Misc. Supplies	6,000	6,000
Paint	6,000	10,000
Graffiti Remover Compound	10,000	10,000
	\$ 30,000	\$ 34,000

Acct #542050	FY 2022-23	FY 2023-24
Tinting	\$ 8,000	\$ 8,000
Special Events & Emergencies	4,000	4,000
	\$ 12,000	\$ 12,000

**Transit Services (10434002)**  
**Activity Detail**

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	PW Mtc - Regular Salaries	\$ 127,187	\$ 90,693	\$ 130,900	\$ 198,900
510040	PW Mtc - OT Pay	1,003	-	500	500
510050	PW Mtc - PT OT Pay	-	-	2,000	1,000
510020	PW Mtc - PT Salaries	3,192	14,845	44,200	-
512310	PW Mtc - Applied Benefits	210,773	148,703	216,500	283,000
512320	PW Mtc - PT Applied Benefits	724	1,505	3,200	-
	Total Salaries and Benefits	342,879	255,746	397,300	483,400
521000	Supplies	5,711	4,198	5,000	7,500
534000	Telephone	3,650	3,193	5,000	6,000
540030	Travel and Meetings	292	263	500	700
540010	Memberships	535	560	600	700
540020	Training	-	-	1,500	1,500
542050	Contractual Services	25,165	47,355	74,000	87,000
544020	Intergovernmental Charges	-	-	5,000	2,000
573400	Furniture/Equipment	-	-	1,500	1,500
592000	Equipment Usage	4,725	13,241	44,000	44,000
	Total Maintenance and Operations	40,078	68,810	137,100	150,900
812410	Trans from County Transit Prop A	(382,957)	(324,556)	(534,400)	(634,300)
	Total Applied Revenues	(382,957)	(324,556)	(534,400)	(634,300)
	<b>- Activity Total -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

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\* Additional detail on following page(s)

**Transit Services (10434002) - Account Number Detail**

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Misc. Supplies	\$ 2,500	\$ 3,500
Uniforms	2,000	3,000
Vehicle Cleaning	<u>500</u>	<u>1,000</u>
	\$ 5,000	\$ 7,500

<b>Acct #534000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Vehicle #5521	\$ 650	\$ 700
Vehicle #5523	650	700
Office / Vehicle #5525	700	700
Part-Time/ #0652	<u>3,000</u>	<u>3,900</u>
	\$ 5,000	\$ 6,000

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Bus Maintenance	\$ 1,500	\$ 2,000
Charter Services	60,000	70,000
Software Maintenance	<u>12,500</u>	<u>15,000</u>
	\$ 74,000	\$ 87,000



## Street Maintenance/General (10432001)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	PW Adm - Regular Salaries	\$ 1,761	\$ -	\$ 3,500	\$ 6,500
510010	PW Mtc - Regular Salaries	301,719	350,569	447,600	470,500
510040	PW Mtc - OT Pay	30,876	36,246	30,000	45,000
510050	PW Mtc - PT OT Pay	295	600	2,000	2,500
510020	PW Adm - PT Salaries	1,124	241	1,300	1,500
510020	PW Mtc - PT Salaries	10,599	13,514	12,400	12,800
510060	PW Mtc - Standby Pay	17,132	17,662	20,000	22,000
512310	PW Adm - Applied Benefits	3,238	-	5,100	8,800
512310	PW Mtc - Applied Benefits	499,953	691,017	738,900	696,100
512320	PW Adm - PT Applied Benefits	86	46	300	400
512320	PW Mtc - PT Applied Benefits	2,416	2,106	4,200	2,100
	Total Salaries and Benefits	869,199	1,112,001	1,265,300	1,268,200
521000	Supplies	75,374	76,959	100,000	127,000
531000	Electricity	4,282	7,313	8,000	8,500
534000	Telephone	944	152	1,000	-
540030	Travel and Meetings	578	-	500	500
540010	Memberships	-	-	500	500
540020	Training	-	432	3,000	3,000
542050	Contractual Services	64,694	20,429	100,000	100,000
543060	Construction	-	-	100,000	100,000
592000	Equipment Usage	51,500	51,500	51,500	51,500
	Total Maintenance and Operations	197,372	156,785	364,500	391,000

\* Additional detail on following page(s)

**Street Maintenance/General (10432001) - continued**  
**Activity Detail**

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
	(Continued)				
470030	Damage to City Property	(5,793)	(3,941)	(10,000)	(5,000)
812401	Trans from State Gas Tax	(200,000)	(200,000)	(200,000)	(200,000)
817114	Trans from Comm Fac Distr 2002-1	(6,426)	(6,567)	(5,800)	(6,000)
811040	Transfer from Waste Management	(12,500)	(12,500)	(12,500)	(12,500)
815010	Transfer from Water Utility	(12,500)	(12,500)	(12,500)	-
	Total Applied Revenues	(237,219)	(235,508)	(240,800)	(223,500)
	- Activity Total -	<u>\$ 829,352</u>	<u>\$ 1,033,278</u>	<u>\$ 1,389,000</u>	<u>\$ 1,435,700</u>

\* Additional detail on following page(s)

**Street Maintenance/General (10432001) - Account Number Detail**

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Asphaltic Concrete	\$ 30,000	\$ 40,000
Concrete	30,000	40,000
Lumber and Stakes	5,000	5,000
Barricades	1,000	1,000
Uniforms, Boots, Safety Eqpt	6,000	6,000
Hand and Small Power Tools	3,000	5,000
Aggregate Base	7,000	10,000
Emergencies	4,000	4,000
Crack Seal Supp	1,000	1,000
Misc Supplies	<u>13,000</u>	<u>15,000</u>
	\$ 100,000	\$ 127,000

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Asphalt Concrete Repair and Replacement	\$ 50,000	\$ 50,000
Underpass Vault Clean/Repair	40,000	40,000
Guardrail Repair/Replacement	5,000	5,000
Tree Removals/Trim Rt of Way	<u>5,000</u>	<u>5,000</u>
	\$ 100,000	\$ 100,000

## Street Maintenance/Tree Maintenance (10432002)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	PW Mtc - Regular Salaries	\$ 53,694	\$ 37,070	\$ 61,200	\$ 63,900
510040	PW Mtc - OT Pay	7,076	6,150	7,000	7,000
510050	PW Mtc - PT OT Pay	102	206	500	1,000
510020	PW Mtc - PT Salaries	146	15	-	-
512310	PW Mtc - Applied Benefits	84,564	76,609	114,700	114,000
512320	PW Mtc - PT Applied Benefits	34	1	-	-
	Total Salaries and Benefits	145,616	120,051	183,400	185,900
521000	Supplies	17,770	16,088	27,000	27,000
540030	Travel and Meetings	500	-	1,000	1,000
540010	Memberships	-	-	500	600
540020	Training	-	-	1,000	1,000
542050	Contractual Services	268,778	270,380	300,000	275,000
592000	Equipment Usage	20,000	20,000	20,000	20,000
	Total Maintenance and Operations	307,048	306,468	349,500	324,600
470030	Damage to City Property	-	-	(500)	(500)
430100	Contributions	(2,003)	-	(2,000)	(2,000)
811040	Transfer from Waste Management	(450,661)	(426,519)	(530,400)	(508,000)
	Total Applied Revenues	(452,664)	(426,519)	(532,900)	(510,500)
	- Activity Total -	\$ -	\$ -	\$ -	\$ -

\* Additional detail below

#### Street Maintenance/Tree Maintenance (10432002) - Account Number Detail

Acct #521000	FY 2022-23	FY 2023-24
Chemicals	\$ 5,000	\$ 5,000
Hand and Small Power Tools	2,000	2,000
Uniforms	1,000	1,000
Plants, Flowers, and Trees	15,000	15,000
Misc. Supplies	4,000	4,000
	\$ 27,000	\$ 27,000

Acct #542050	FY 2022-23	FY 2023-24
Tree Trimming (3 Year Cycle)	\$ 250,000	\$ 225,000
Tree Spraying	20,000	20,000
Tree Removals	30,000	30,000
	\$ 300,000	\$ 275,000

## Landscape Mtc (10432003)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	PW Mtc - Regular Salaries	\$ 50,124	\$ 34,474	\$ 40,300	\$ 41,900
510040	PW Mtc - OT Pay	20,079	25,201	20,000	30,000
510050	PW Mtc - PT OT Pay	583	1,484	15,000	15,000
510020	PW Mtc - PT Salaries	2,215	3,762	2,900	3,000
512310	PW Mtc - Applied Benefits	78,563	68,921	72,700	71,400
512320	PW Mtc - PT Applied Benefits	503	727	1,000	700
	Total Salaries and Benefits	152,067	134,569	151,900	162,000
521000	Supplies	10,683	18,587	16,000	16,000
531000	Electricity	34,235	37,494	38,000	38,000
533000	Water	274,581	264,029	280,000	280,000
534000	Telephone	836	230	-	-
540030	Travel and Meetings	421	-	800	800
540010	Memberships	120	-	400	600
540020	Training	240	880	400	400
542050	Contractual Services	397,089	404,185	401,100	415,000
592000	Equipment Usage	22,000	22,000	22,000	22,000
	Total Maintenance and Operations	740,205	747,405	758,700	772,800
426010	Landscaping Fees	-	-	(500)	(500)
470030	Damage to City Property	-	(3,932)	(5,000)	(5,500)
441000	City of Whittier Participation	(6,860)	(3,694)	-	-
811040	Transfer from Waste Management	(17,400)	(17,400)	(17,400)	(17,400)
	Total Applied Revenues	(24,260)	(25,026)	(22,900)	(23,400)
	- Activity Total -	\$ 868,012	\$ 856,948	\$ 887,700	\$ 911,400

\* Additional detail below

#### Landscape Mtc (10432003) - Account Number Detail

Acct #521000	FY 2022-23	FY 2023-24
Uniform, Boots, & Safety Equip	\$ 5,000	\$ 5,000
Computer Supplies	1,000	1,000
Misc. Supplies	10,000	10,000
	\$ 16,000	\$ 16,000

Acct #542050	FY 2022-23	FY 2023-24
Landscape Maintenance Contract	\$ 377,100	\$ 390,000
Fountain Maintenance	24,000	25,000
	\$ 401,100	\$ 415,000

## Street Maintenance/Signs and Striping (10432004)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	PW Mtc - Regular Salaries	\$ 57,267	\$ 46,500	\$ 45,200	\$ 47,300
510040	PW Mtc - OT Pay	7,497	7,528	10,000	10,000
510050	PW Mtc - PT OT Pay	-	-	1,000	1,000
512310	PW Mtc - Applied Benefits	96,048	91,179	74,200	72,000
	Total Salaries and Benefits	160,812	145,207	130,400	130,300
521000	Supplies	26,834	21,301	32,000	50,000
542050	Contractual Services	5,505	1,170	45,000	45,000
592000	Equipment Usage	20,500	20,500	20,500	20,500
	Total Maintenance and Operations	52,839	42,971	97,500	115,500
470090	Miscellaneous Fees	-	-	(100)	(100)
470030	Damage to City Property	(1,413)	-	(2,000)	(2,000)
470035	Property Owner Contribution	(1,200)	(5,000)	(3,000)	(4,000)
430300	Contributions	(1,137)	(679)	(1,000)	(1,000)
462030	Fines/Vehicle Code	(75,388)	(80,343)	(100,000)	(100,000)
	Total Applied Revenues	(79,138)	(86,022)	(106,100)	(107,100)
	- Activity Total -	\$ 134,513	\$ 102,156	\$ 121,800	\$ 138,700

\* Additional detail below

### Street Maintenance/Signs and Striping (10432004) - Account Number Detail

Acct #521000	FY 2022-23	FY 2023-24
Paint	\$ 13,000	\$ 25,000
Street Signs	10,000	12,000
Tools	4,000	4,000
Barricades/Cones	2,000	4,000
Misc. Supplies	3,000	5,000
	\$ 32,000	\$ 50,000

Acct #542050	FY 2022-23	FY 2023-24
Striping/Stenciling	\$ 35,000	\$ 35,000
Bridge Repairs	5,000	5,000
Extraordinary Maintenance	5,000	5,000
	\$ 45,000	\$ 45,000

## Traffic Signal Mtc - Santa Fe Springs (10433501)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	PW Adm - Regular Salaries	\$ 1,239	\$ 736	\$ 11,400	\$ 15,000
510010	PW Mtc - Regular Salaries	63,500	64,791	93,100	110,600
510040	PW Mtc - OT Pay	20,611	16,878	15,000	20,000
510050	PW Mtc - PT OT Pay	2,061	397	2,000	1,000
510020	PW Adm - PT Salaries	1,142	274	1,300	1,500
510020	PW Mtc - PT Salaries	16,182	3,647	-	-
510060	PW Mtc - Standby Pay	17,349	17,690	20,000	20,000
512310	PW Adm - Applied Benefits	-	307	17,400	20,800
512310	PW Mtc - Applied Benefits	106,064	130,500	158,900	166,800
512320	PW Adm - PT Applied Benefits	88	53	300	400
512320	PW Mtc - PT Applied Benefits	3,680	508	-	-
	Total Salaries and Benefits	231,916	235,781	319,400	356,100
521000	Supplies	140,745	67,379	104,000	104,000
531000	Electricity	51,572	45,182	57,000	57,000
534000	Telephone	4,644	5,202	5,000	5,500
540010	Memberships	500	500	500	1,000
540020	Training	-	1,665	2,000	2,000
542050	Contractual Services	31,415	34,083	29,000	30,000
544020	Intergovernmental Charges	55,122	47,373	55,000	55,000
592000	Equipment Usage	20,000	20,000	20,000	20,000
	Total Maintenance and Operations	303,998	221,384	272,500	274,500
470090	Miscellaneous Fees	-	-	(500)	(500)
470030	Damage to City Property	(36,027)	(21,537)	(10,000)	(10,000)
812430	Trans from St Light MTC Fund	(7,000)	(7,000)	(7,000)	(7,000)
	Total Applied Revenues	(43,027)	(28,537)	(17,500)	(17,500)
	- Activity Total -	\$ 492,887	\$ 428,628	\$ 574,400	\$ 613,100

\* Additional detail below

### Traffic Signal Mtc - Santa Fe Springs (10433501)- Account Number Detail

Acct #542050	FY 2022-23	FY 2023-24
Misc Services	\$ 17,500	\$ 18,500
Crane Service	8,000	8,000
Loop Replacement	3,500	3,500
	\$ 29,000	\$ 30,000

Acct #544020	FY 2022-23	FY 2023-24
Signals Joint with Norwalk	\$ 6,000	\$ 6,000
Signals Joint with LACO & La Mirada	27,000	27,000
Signals Joint with State	22,000	22,000
	\$ 55,000	\$ 55,000

## Traffic Signal Mtc - Contract Cities (10433502)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	PW Adm - Regular Salaries	\$ 4,387	\$ 3,962	\$ 9,300	\$ 12,400
510010	PW Mtc - Regular Salaries	135,821	151,023	186,100	221,100
510040	PW Mtc - OT Pay	59,999	66,684	50,000	75,000
510050	PW Mtc - PT OT Pay	5,415	2,428	7,000	5,000
510020	PW Adm - PT Salaries	1,062	245	1,300	1,500
510020	PW Mtc - PT Salaries	22,670	5,182	-	-
512310	PW Adm - Applied Benefits	8,075	6,884	15,400	17,700
512310	PW Mtc - Applied Benefits	227,255	303,830	317,900	333,600
512320	PW Adm - PT Applied Benefits	82	46	300	400
512320	PW Mtc - PT Applied Benefits	5,148	612	-	-
	Total Salaries and Benefits	469,914	540,896	587,300	666,700
521000	Supplies	150,569	101,997	210,000	215,000
542050	Contractual Services	3,742	9,123	42,000	42,000
592000	Equipment Usage	20,000	20,000	20,000	20,000
	Total Maintenance and Operations	174,311	131,120	272,000	277,000
441000	Other City Participation	(542,629)	(622,157)	(530,000)	(660,000)
	Total Applied Revenues	(542,629)	(622,157)	(530,000)	(660,000)
	- Activity Total -	\$ 101,596	\$ 49,859	\$ 329,300	\$ 283,700

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\* Additional detail on following page(s)



**Traffic Signal Mtc - Contract Cities (10433502) - Account Number Detail**

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Misc Supplies	\$ 5,000	\$ 5,000
Poles	25,000	25,000
Radar Feedback Signs	30,000	30,000
Lamps, Heads, Filters, Etc.	85,000	85,000
Uniforms	3,000	3,000
Knockdowns	<u>62,000</u>	<u>67,000</u>
	\$ 210,000	\$ 215,000

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Misc Services	\$ 3,000	\$ 3,000
Pole Replacement	20,000	20,000
Crane Service	11,000	11,000
Loop Replacement	<u>8,000</u>	<u>8,000</u>
	\$ 42,000	\$ 42,000

## Street Lighting Maintenance (10433503)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	PW Adm - Regular Salaries	\$ 14,430	\$ 15,261	\$ 23,300	\$ 27,300
510010	PW Mtc - Regular Salaries	57,945	57,905	74,400	88,400
510020	PW Adm - PT Salaries	826	226	1,300	1,500
510040	PW Mtc - OT Pay	20,913	59,349	28,000	80,000
510050	PW Mtc - PT OT Pay	4,570	1,109	3,000	3,000
510020	PW Mtc - PT Salaries	13,550	2,976	-	-
512310	PW Adm - Applied Benefits	25,655	25,421	38,800	38,600
512310	PW Mtc - Applied Benefits	94,044	121,971	127,200	133,400
512320	PW Adm - PT Applied Benefits	64	42	300	400
512320	PW Mtc - PT Applied Benefits	3,079	415	-	-
	Total Salaries and Benefits	235,076	284,675	296,300	372,600
521000	Supplies	107,301	165,025	85,000	140,000
531000	Electricity	521,864	579,479	600,000	650,000
542010	Advertising	-	3,684	4,000	4,000
542050	Contractual Services	30,847	16,612	32,000	32,000
591000	Overhead	98,677	104,009	148,200	-
592000	Equipment Usage	7,000	7,000	7,000	7,000
	Total Maintenance and Operations	765,689	875,809	876,200	833,000
470030	Damage to City Property	(5,563)	(7,309)	(10,000)	(7,500)
812430	Trans from St Light MTC Fund	(176,000)	(176,000)	(176,000)	(176,000)
	Total Applied Revenues	(181,563)	(183,309)	(186,000)	(183,500)
	- Activity Total -	\$ 819,202	\$ 977,175	\$ 986,500	\$ 1,022,100

\* Additional detail on following pages(s)

**Street Lighting Maintenance (10433503) - Account Number Detail**

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Poles, Conduit, Lamps, Wires	\$ 15,000	\$ 60,000
Luminaries, Photocells	10,000	10,000
Misc Supplies	4,000	4,000
Anti-theft Pullboxes	40,000	50,000
Knockdowns	15,000	15,000
Uniforms	<u>1,000</u>	<u>1,000</u>
	\$ 85,000	\$ 140,000

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Professional Services-Lighting Assessment	\$ 5,500	\$ 5,500
Crane	13,000	13,000
Boring	12,000	12,000
Misc Supplies	<u>1,500</u>	<u>1,500</u>
	\$ 32,000	\$ 32,000

# BUILDING & GROUNDS MAINTENANCE SUMMARY

## Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Prposed FY 2023-24
510010	PW Mtc - Regular Salaries	\$ 164,769	\$ 137,905	\$ 209,700	\$ 217,400
510040	PW Mtc - OT Pay	38,817	51,094	44,000	52,500
510050	PW Mtc - PT OT Pay	3,391	4,525	8,600	8,600
510020	PW Mtc - PT Salaries	31,448	39,764	20,900	16,400
512310	PW Mtc - Applied Benefits	306,459	301,964	368,900	349,700
512310	PW Mtc - PT Applied Benefits	6,863	7,050	6,600	2,400
	Total Salaries and Benefits	551,747	542,302	658,700	647,000
521000	Supplies	101,066	138,555	170,100	170,100
531000	Electricity	240,484	327,957	315,500	345,000
532000	Natural Gas	7,529	12,397	20,000	21,900
533000	Water	60,018	59,539	74,000	78,700
534000	Telephone	2,745	3,099	2,800	2,800
542050	Contractual Services	586,376	701,093	631,200	674,600
592000	Equipment Usage	24,200	24,200	24,200	24,200
	Total Maintenance and Operations	1,022,418	1,266,840	1,237,800	1,317,300
470030	City Property Damage	-	(2,140)	-	-
	Total Applied Revenues	-	(2,140)	-	-
	- Activity Total -	<u>\$ 1,574,165</u>	<u>\$ 1,807,002</u>	<u>\$ 1,896,500</u>	<u>\$ 1,964,300</u>

# PARK MAINTENANCE SUMMARY

## Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	PW Mtc - Regular Salaries	\$ 141,568	\$ 113,552	\$ 214,500	\$ 235,500
510040	PW Mtc - OT Pay	29,482	27,811	42,500	44,000
510050	PW Mtc - PT OT Pay	5,865	9,515	13,300	13,700
510020	PW Mtc - PT Salaries	33,149	34,637	24,700	25,300
512310	PW Mtc - Applied Benefits	257,954	239,158	385,800	386,200
512320	PW Mtc - PT Applied Benefits	<u>7,486</u>	<u>6,458</u>	<u>7,900</u>	<u>4,400</u>
	Total Salaries and Benefits	475,504	431,131	688,700	709,100
521000	Supplies	76,128	66,446	134,300	135,000
531000	Electricity	122,569	163,064	161,300	178,100
532000	Natural Gas	2,248	2,960	3,100	4,200
533000	Water	388,637	415,273	471,900	470,400
542050	Contractual Services	688,629	713,660	719,100	767,700
544020	Intergovernmental Charges	1,478	1,581	2,000	2,000
592000	Equipment Usage	<u>39,200</u>	<u>39,200</u>	<u>39,200</u>	<u>39,200</u>
	Total Maintenance and Operations	1,318,889	1,402,184	1,530,900	1,596,600
470080	Damage to City Property	(3,514)	-	-	-
470035	Property Owner Contributions	(188,340)	(176,164)	(176,000)	(176,000)
441000	City of Norwalk Participation	(140,298)	(145,212)	(182,100)	(189,400)
440001	School District Participation	(39,000)	(39,000)	(39,000)	(39,000)
812510	Transfer from Art in Public Places	<u>(87,400)</u>	<u>(100,200)</u>	<u>(100,100)</u>	<u>(100,100)</u>
	Total Applied Revenues	(458,552)	(460,576)	(497,200)	(504,500)
	- Activity Total -	<u>\$ 1,335,841</u>	<u>\$ 1,372,739</u>	<u>\$ 1,722,400</u>	<u>\$ 1,801,200</u>

## Park Maintenance - Ball Fields (10432509)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	PW Mtc - Regular Salaries	\$ 2,418	\$ 17,721	\$ 100,800	\$ 108,000
510040	PW Mtc - OT Pay	-	834	1,000	1,500
510050	PW Mtc - PT OT Pay	-	5,312	7,000	8,000
510020	PW Mtc - PT Salaries	33,266	82,420	41,500	42,400
512310	PW Mtc - Applied Benefits	4,831	33,154	159,100	146,900
512320	PW Mtc - PT Applied Benefits	7,417	11,347	8,400	8,900
	Total Salaries and Benefits	47,932	150,788	317,800	315,700
521000	Supplies	6,592	27,959	25,000	25,000
542050	Contractual Services	-	2,699	24,000	24,000
592000	Equipment Usage	20,000	20,000	20,000	20,000
	Total Maintenance and Operations	26,592	50,658	69,000	69,000
470090	Miscellaneous Fees/Cell Tower	-	-	(34,000)	(34,000)
	Total Applied Revenues	-	-	(34,000)	(34,000)
	<b>- Activity Total -</b>	<b>\$ 74,524</b>	<b>\$ 201,446</b>	<b>\$ 352,800</b>	<b>\$ 350,700</b>

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\* Additional detail below

### Park Maintenance - Ball Fields (10432509) - Account Number Detail

Acct #521000	FY 2022-23	FY 2023-24
Supplies and Concrete Replacement	\$ 10,000	\$ 10,000
Extraordinary Maintenance	15,000	15,000
	\$ 25,000	\$ 25,000

Acct #542050	FY 2022-23	FY 2023-24
Lazor Leveling of Infields	\$ 20,000	\$ 20,000
Designated Field/Park Projects	4,000	4,000
	\$ 24,000	\$ 24,000

# COMMUNITY SERVICES



# Community Services

## FY 2023-24 Proposed Budget

### Department Summary

Activity Name	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
Administration	\$ 729,288	\$ 592,818	\$ 769,700	\$ 810,200
Parks and Recreation Services	1,912,050	2,193,211	2,882,800	3,375,800
Library & Cultural Services	1,587,545	1,586,009	2,066,200	2,144,700
Family & Human Services	<u>1,351,833</u>	<u>1,431,005</u>	<u>1,854,000</u>	<u>1,858,200</u>
Department Totals	<u>\$ 5,580,716</u>	<u>\$ 5,803,044</u>	<u>\$ 7,572,700</u>	<u>\$ 8,188,900</u>



**PUBLIC ART & ART EDUCATION PROGRAM:** The Public Art and Art Education Program is a very specialized component of the department. The Program offers Art Education Grants and commissions art for the enrichment of the community (SFS Art Fest and 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 (HAAC), which is supported through this Program. It also provides recommendations to City Council for various art installations. For many years, the HAAC has provided art grants to local schools as a way of enriching students' lives through art. Clearly, the HAAC and the City needed to find a way to place more arts education opportunities and creative cultural experiences within the reach of children and their families. The HAAC 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 SFS 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 and provides a forum for the youth and emerging artists of our community by way of showcasing their works alongside established artists.

**HEALTH & WELLNESS INITIATIVE:** The purpose of the Health & Wellness Initiative is to educate and empower the 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 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 5K Fun Run/Walk, a wellness audio library collection, health & wellness classes/workshops, and a Chalk It Out event.

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.

**VOLUNTEER PROGRAM:** The City of Santa Fe Springs Community Services Department has developed and implemented a volunteer program for teens and adults. We currently have over 100 active teen and adult volunteers in our City. Volunteers support events and programs such as the Santa Float, Holiday 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.



# Community Services Administration

## FY 2023-24 Proposed Budget

### Division Summary

Activity		Actual	Actual	Adopted	Proposed
Number	Name	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
10105199	Community Services Administration	\$ 400,386	\$ 332,905	\$ 412,200	\$ 424,400
10511001	Public Art & Art Education Program	-	-	-	-
10511002	Health & Wellness Initiative	238,888	207,116	261,400	287,000
10511003	Volunteer Program	90,014	52,797	96,100	98,800
Division Totals		<u>\$ 729,288</u>	<u>\$ 592,818</u>	<u>\$ 769,700</u>	<u>\$ 810,200</u>

COMMUNITY SERVICES - ADMINISTRATION				
Positions	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
Director of Community Services	1	1	1	1
Management Analyst II	1	1	1	1
Program Assistant	1	-	-	-
Administrative Assistant II	1	1	1	1
<b>Total FT Positions</b>	<b>4</b>	<b>3</b>	<b>3</b>	<b>3</b>

**Part-Time Non-Benefitted Hours**

Total Number of Hours	-	-	1,300	1,300
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**Community Services Administration (10105199)**  
**Activity Detail**

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	CS Adm - Regular Salaries	\$ 164,750	\$ 126,831	\$ 147,700	\$ 150,000
510020	CS Adm - PT Salaries	-	-	23,300	27,200
512310	CS Adm - Applied Benefits	-	186,968	209,300	205,100
512320	CS Adm - PT Applied Benefits	219,375	-	1,700	2,000
	Total Salaries and Benefits	384,125	313,799	382,000	384,300
521000	Supplies	7,985	5,393	11,000	16,000 *
534000	Telephone	779	858	1,200	1,200
540030	Travel and Meetings	6,035	7,162	7,000	7,000
540010	Memberships	482	1,137	1,500	1,500
540020	Training	-	1,873	4,000	4,000
542050	Contractual Services	980	2,682	5,500	10,400 *
	Total Maintenance and Operations	16,261	19,106	30,200	40,100
	- Activity Total -	\$ 400,386	\$ 332,905	\$ 412,200	\$ 424,400

Additional detail on following page(s)

## Community Services Administration

Acct #521000	FY 2022-23	FY 2023-24
Supplies	\$ 4,000	\$ 4,000
Staff Uniforms (tops)	7,000	12,000
	\$ 11,000	\$ 16,000

Acct #542050	FY 2022-23	FY 2023-24
Ongoing Maintenance of Defibrillators	\$ 3,000	\$ 3,000
Graphics Software	1,000	3,900
Video Conferencing Software	100	100
Survey Software	400	400
Uniform Cleaning	1,000	1,000
Form Creator	-	2,000
	\$ 5,500	\$ 10,400

**Public Art & Art Education Program (10511001)**  
**Activity Detail**

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	PW Mtc - Regular Salaries	\$ -	\$ 2,893	\$ -	\$ -
510010	CS Adm - Regular Salaries	26,756	23,395	22,000	22,600
510010	CS Rec - Regular Salaries	8,649	8,146	9,800	10,300
510010	CS Lib - Regular Salaries	5,377	1,998	4,700	4,900
510010	CS Fam - Regular Salaries	25,489	22,943	23,500	26,400
510040	PS - OT Pay	-	-	3,000	3,000
510040	PW Mtc - OT Pay	-	4,318	5,000	5,000
510040	CS Adm - OT Pay	-	247	-	-
510040	CS Rec - OT Pay	-	-	5,000	5,000
510040	CS Fam - OT Pay	-	1,273	5,000	5,000
510050	PW Mtc - PT OT Pay	-	341	1,500	1,500
510050	CS Rec - PT OT Pay	-	233	1,000	1,000
510050	CS Lib - PT OT Pay	-	-	1,000	1,000
510050	CS Fam - PT OT Pay	-	236	1,000	1,000
510020	PW Mtc - PT Salaries	-	1,801	-	-
510020	CS Adm - PT Salaries	-	7,485	-	1,500
510020	CS Lib - PT Salaries	-	1,265	-	-
510020	CS Fam - PT Salaries	-	3,151	-	-
512310	CS Adm - Applied Benefits	37,310	36,283	34,500	33,900
512310	CS Rec - Applied Benefits	14,743	12,635	17,600	17,500
512310	CS Lib - Applied Benefits	9,874	3,209	8,600	5,900
512310	PW Mtc- Applied Benefits	-	5,667	-	-
512310	CS Fam - Applied Benefits	53,959	41,454	37,700	40,500
512320	CS Adm - PT Applied Benefits	-	880	-	100
512320	CS Lib - PT Applied Benefits	-	4	-	-
512320	CS Fam - PT Applied Benefits	-	187	-	-
	Total Salaries and Benefits	182,157	180,044	180,900	186,100
521000	Supplies		17,506	38,700	48,900
540030	Travel and Meetings	(161)	-	1,000	1,000
540010	Memberships	-	-	300	300
542050	Contractual Services	36,244	132,083	148,500	211,700
593000	Contributions/Art Education Grants	14,277	32,441	50,000	50,000
	Total Maintenance and Operations	50,360	182,030	238,500	311,900

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\* Additional detail on following page(s)

Public Art & Art Education Program (10511001) - continued

Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
425100	Participant Fees	-	(3,995)	(19,000)	(19,000)
430100	Contributions	-	-	(15,000)	(15,000)
430300	Contributions - Corporation	-	(12,500)	-	-
443500	County Grants		(5,000)	-	-
812510	Transfer from Art in Public Places	(232,517)	(340,579)	(385,400)	(464,000)
	Total Applied Revenues	(232,517)	(362,074)	(419,400)	(498,000)
	- Activity Total -	\$ -	\$ -	\$ -	\$ -

\* Additional detail on following page(s)

# Public Art & Art Education Program - Account Number Detail

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Plaques/Basses	\$ 1,600	\$ 2,000
Dedications	5,200	5,200
Santa Fe Springs Art Fest	27,000	35,000
Art Walk	2,000	3,000
Art Education Grant Materials	400	400
Artfest Preview and Showcase	1,200	2,000
Stationery/Art Manuals	<u>1,300</u>	<u>1,300</u>
	\$ 38,700	\$ 48,900

<b>Acct #540030</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Conference Meetings (American for the Arts)	<u>\$ 1,000</u>	<u>\$ 1,000</u>
	\$ 1,000	\$ 1,000

<b>Acct #540010</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Americans for the Arts (Exec Secretary mbrshp)	<u>\$ 300</u>	<u>\$ 300</u>
	\$ 300	\$ 300

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Dedications	\$ 6,000	\$ 6,000
Duplication	1,000	3,000
Conservation of Artwork	53,000	100,000
Art Walk	1,000	2,000
Artfest Preview and Showcase	1,300	2,000
Art Fest Admission Processing Fees	-	7,500
Santa Fe Springs Art Fest	35,000	40,000
Santa Fe Springs Art Fest Consulting	50,000	50,000
Annual Luncheon	<u>1,200</u>	<u>1,200</u>
	\$ 148,500	\$ 211,700



## Health & Wellness Initiative (10511002)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	CS Adm - Regular Salaries	\$ 38,478	\$ 24,783	\$ 31,400	\$ 35,000
510010	CS Rec - Regular Salaries	33,404	34,845	36,000	44,900
510010	CS Lib - Regular Salaries	5,962	862	4,700	4,900
510010	CS Fam - Regular Salaries	13,966	16,872	18,400	18,900
510040	PW Mtc - OT Pay	-	5,301	1,700	1,700
510040	CS Rec - OT Pay	-	-	1,000	1,000
510050	PW Mtc - PT OT Pay	-	135	-	-
510050	CS Rec - PT OT Pay	-	-	200	200
510050	CS Fam - PT OT Pay	-	-	200	200
510020	CS Adm - PT Salaries	-	-	-	1,500
510020	CS Rec - PT Salaries	-	3,353	2,400	-
510020	CS Lib - PT Salaries	230	1,124	1,200	-
510020	CS Fam - PT Salaries	-	860	1,000	-
512310	CS Adm - Applied Benefits	51,118	35,765	45,600	48,500
512310	CS Rec - Applied Benefits	56,039	51,305	60,000	68,000
512310	CS Lib - Applied Benefits	10,966	1,462	8,600	5,900
512310	CS Fam - Applied Benefits	28,584	29,878	28,600	28,200
512320	CS Adm - PT Applied Benefits	-	-	-	100
512320	CS Rec - PT Applied Benefits	-	-	200	-
512320	CS Lib - PT Applied Benefits	-	-	100	-
512320	CS Fam - PT Applied Benefits	-	-	100	-
	Total Salaries and Benefits	238,748	206,543	241,400	259,000
521000	Supplies	268	7,033	11,500	16,500
542010	Marketing	-	-	2,000	2,000
542050	Contractual Services	-	6,589	16,500	18,500
542010	Advertising	-	2,227	-	2,000
	Total Maintenance and Operations	268	15,849	30,000	39,000
425100	Participant Fees	-	(11,309)	(8,000)	(10,000)
430100	Contributions	(127)	-	(2,000)	(1,000)
430300	Contribution- Corporation	-	(3,967)	-	-
	Total Applied Revenues	(127)	(15,276)	(10,000)	(11,000)
	<b>- Activity Total -</b>	<b>\$ 238,888</b>	<b>\$ 207,116</b>	<b>\$ 261,400</b>	<b>\$ 287,000</b>

\* Additional detail on following page(s)

## Health & Wellness Initiative - Account Number Detail

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Health and Wellness Resource Fair (Fun Run)	\$ 10,000	\$ 13,000
Chalk It Out	1,000	3,000
Health and Wellness Educational Classes	<u>500</u>	<u>500</u>
	\$ 11,500	\$ 16,500

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Health and Wellness Resource Fair (Fun Run)	\$ 14,500	\$ 16,500
Chalk It Out	1,500	1,500
Health and Wellness Educational Classes	<u>500</u>	<u>500</u>
	\$ 16,500	\$ 18,500

## Volunteer Program (10511003)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	CS Adm - Regular Salaries	\$ 18,646	\$ 5,289	\$ 11,900	\$ 12,300
510010	CS Lib - Regular Salaries	5,493	193	4,700	4,900
510010	CS Fam - Regular Salaries	10,608	14,007	18,400	18,900
510040	CS Adm - FT Overtime	-	-	-	1,000
510050	CS Adm - PT Overtime	-	-	-	1,000
512310	CS Adm - Applied Benefits	22,767	6,178	14,300	14,600
512310	CS Lib - Applied Benefits	10,086	355	8,600	5,900
512310	CS Fam - Applied Benefits	22,414	25,839	28,600	28,200
	Total Salaries and Benefits	90,014	51,861	86,500	86,800
521000	Supplies	-	-	5,100	5,500
542050	Contractual Services	-	936	4,500	6,500
	Total Maintenance and Operations	-	936	9,600	12,000
	- Activity Total -	\$ 90,014	\$ 52,797	\$ 96,100	\$ 98,800

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\* Additional detail on following page(s)

## Volunteer Program

Acct #521000	FY 2022-23	FY 2023-24
Volunteer T-Shirts	\$ 1,000	\$ 1,000
Volunteer Recognition (invitations, certs, incentives, décor)	2,600	3,000
Marketing Materials	1,500	1,500
	\$ 5,100	\$ 5,500

Acct #542050	FY 2022-23	FY 2023-24
Volunteer Database Software	\$ 2,000	\$ 2,000
TB Testing for Volunteers	500	500
Volunteer Recognition (food, equipment)	2,000	4,000
	\$ 4,500	\$ 6,500

**ADMINISTRATION:** 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. This also includes 3rd party software systems that provide support for the delivery of programs and services. The primary program 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. 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 Youth Leadership Advisory Committee's purpose is to foster greater involvement of youth in the community and in municipal government. The Committee studies problems, activities, and concerns of the youth population, especially as they relate to municipal programs or projects of the City and make recommendations to the City Council as needed. The committee is comprised of 20 members appointed by the City Council.

**PARKS:** 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 a family beach excursion.

Special city-wide events are provided annually under the Parks Section. The Independence Day Celebration, which occurs on July 3rd at Los Nietos Park where traditional activities are provided with a spectacular fireworks display. The 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. The Penny Carnival, held on President's Day at Los Nietos Park, is a patriotic themed event and includes a penny carnival with prizes, craft area and photo opportunities.



**YOUTH PROGRAMS:** 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 3:00 pm - 6:00 pm. 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. "The Club" also houses the Teen Engaged and Empowered Through Neighborhood Services (T.E.E.N.S.) program, served as one of Santa Fe Springs' principal avenues for personal growth by providing the opportunity for local middle-school and high-school students to sharpen their personal and professional skills through an engaging array of program offerings. Additionally, in collaboration with our own Library, "The Club" houses Tech Tuesdays program that is offered every Tuesday. Tech Tuesdays educates teens on digital art, 3D printing, virtual reality, and more. 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.

**RENTAL FACILITIES:** The Parks and Recreation Division has 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 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. Other facilities include the multi-purpose room at Little Lake Park, and covered picnic areas at Lakeview Park, Little Lake Park, Los Nietos Park and Santa Fe Springs Park.

**SPORTS:** 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, 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. 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.





**LEISURE ACTIVITIES:** The Parks and Recreation Division provides instruction and supervision for activities and special interest classes for youth and adults of all ages. Classes are held in 4 to 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 excursions program consists of monthly trips to some of Southern California's points of interest, festivals, museums and more. Excursions are selected by the Parks and Recreation Advisory Committee. In FY 22-23, monthly therapeutic recreation programming was introduced. Thursday Club, a program designed for teens and adults with developmental, physical, and/or learning disabilities, encourages participants to maximize their abilities through recreation activities with a social emphasis. Thursday Club meets every Thursday at Town Center Hall from 10 a.m. to 12 p.m.

**AQUATICS CENTER:** The Aquatics Center is managed through the Parks and Recreation Services Division in the Department of Community Services. Due to expected renovations, the Aquatics Center will remain closed. Construction is expected to begin in 2024 or 2025. To help residents cool off during the summer time, weekly trips to a Southern California beach, or water park, will be planned for a nominal fee.

**CAMPS PROGRAM:** 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 summer camp program offers 4 two-week sessions. Camp fees include all field trips and children will be provided a nutritional lunch everyday. The Spring Break Camp program is open to youth for a one week session and takes place at Little Lake Park 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 1-2 day sessions during winter holiday break. 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 great outdoors.

**FIESTAS PATRIAS:** 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.



# Parks and Recreation Services

## FY 2023-24 Proposed Budget

### Division Summary

Activity		Actual	Actual	Adopted	Proposed
Number	Name	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
10105499	Parks & Recreation Services Administration	\$ 509,860	\$ 623,094	\$ 600,800	\$ 619,100
10105420	Parks	406,030	526,816	752,400	962,100
10105425	Youth Programs	144,530	200,065	256,400	261,800
10105430	Rental Facilities	192,315	108,816	174,000	181,600
10105435	Sports	237,648	249,850	524,000	661,300
10105440	Leisure Activities	155,678	156,271	201,100	202,700
10105445	Aquatics Center	104,646	145,006	86,200	102,400
10511004	Camps Program	111,178	110,137	205,800	273,900
10105825	Fiestas Patrias Cultural Event	50,165	73,158	82,100	110,900
Division Totals		<u>\$ 1,912,050</u>	<u>\$ 2,193,211</u>	<u>\$ 2,882,800</u>	<u>\$ 3,375,800</u>



COMMUNITY SERVICES - PARK AND RECREATION SERVICES				
Positions	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
Administrative Assistant I	1	-	-	-
Administrative Assistant II	-	1	1	1
Community Services Specialist	2	2	3	4
Community Services Supervisor	2	2	2	3
Parks & Recreation Services Manager	1	1	1	1
Program Coordinator	2	2	2	2
<b>Total FT Positions</b>	<b>8</b>	<b>8</b>	<b>9</b>	<b>11</b>

Part-Time Benefitted Positions	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
Community Services Leader II B	2	1	1	1
Community Services Leader I B	-	1	-	-
<b>Total Part-Time Benefitted Positions</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>1</b>

**Part-Time Non-Benefitted Hours**

Total Number of Hours	61,124	61,447	62,460	65,500
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**Parks and Recreation Services Administration (10105499)**  
**Activity Detail**

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	CS Adm - Regular Salaries	\$ 22,751	\$ 22,766	\$ 23,400	\$ 24,100
510010	CS Rec - Regular Salaries	105,935	123,852	114,900	133,600
510040	PW Mtc - OT Pay	4,562	15,191	14,000	14,000
510040	CS Rec - OT Pay	-	1,364	500	700
510050	PW Mtc - PT OT Pay	593	2,404	1,400	2,000
510050	CS Rec - PT OT Pay	-	277	300	500
510020	PW Mtc - PT Salaries	-	442	-	-
510020	CS Rec - PT Salaries	52,511	131,538	117,800	105,900
510020	CS Fam - PT Salaries	-	494	-	-
512310	PW Mtc - Applied Benefits	-	33	-	-
512310	CS Adm - Applied Benefits	33,544	36,872	39,900	38,900
512310	CS Rec - Applied Benefits	217,223	190,156	198,200	188,900
512310	CS Fam- Applied Benefits	-	39	-	-
512320	CS Rec - PT Applied Benefits	6,469	13,552	12,400	14,000
	Total Salaries and Benefits	443,588	538,979	522,800	522,600
521000	Supplies	25,893	28,880	26,700	34,000
534000	Telephone	30,730	32,972	33,000	33,000
540030	Travel and Meetings	-	4,369	2,000	3,500
540010	Memberships	1,766	1,970	3,000	4,000
540020	Training	3,162	7,365	12,500	12,500
542050	Contractual Services	10,972	18,223	19,900	23,100
592000	Equipment Usage	37,900	37,900	37,900	37,900
	Total Maintenance and Operations	110,423	131,678	135,000	148,000
425100	Participant Fees/Christmas Float	(41)	(5,410)	(12,000)	(5,500)
430100	Contributions (Sponsorship)	-	-	-	(1,000)
411040	Franchise Fees	(44,109)	(42,154)	(45,000)	(45,000)
	Total Applied Revenues	(44,150)	(47,564)	(57,000)	(51,500)
	<b>- Activity Total -</b>	<u>\$ 509,860</u>	<u>\$ 623,094</u>	<u>\$ 600,800</u>	<u>\$ 619,100</u>

\* Additional detail on following page(s)

**Parks and Recreation Services Administration - Account Number Detail**

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Office Supplies	\$ 11,000	\$ 12,000
Sister City Program	1,000	1,000
Marketing/Promotions	1,600	5,000
Christmas Float	13,100	16,000
	<u>\$ 26,700</u>	<u>\$ 34,000</u>

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Equipment Repair	\$ 1,000	\$ 1,000
Duplication	1,000	1,000
Copier Contract	5,200	7,500
Christmas Float	4,500	4,500
Sister City	1,100	500
Staff Scheduling Software	450	450
Survey Software	350	350
Video Conferencing Software	1,100	1,100
Form Creator	600	2,000
Graphics Software	200	300
Movie and Music Licensing	500	500
Merchant Charges/Activenet	3,900	3,900
	<u>\$ 19,900</u>	<u>\$ 23,100</u>

**Parks (10105420)**  
**Activity Detail**

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	PW Mtc - Regular Salaries	\$ 65	\$ -	\$ -	\$ -
510010	CS Rec - Regular Salaries	86,393	81,642	116,700	199,100
510010	CS Fam - Regular Salaries	-	148	-	-
510040	PW Mtc - OT Pay	2,576	5,552	2,000	5,500
510040	CS Rec - OT Pay	2,043	4,631	2,000	3,500
510050	PW Mtc - PT OT Pay	601	862	1,000	1,000
510050	CS Rec - PT OT Pay	953	3,072	500	5,000
510020	PW Mtc - PT Salaries	12	5	-	-
510020	CS Rec - PT Salaries	150,096	268,778	342,000	355,300
510020	CS Fam - PT Salaries	-	2,712	-	-
512310	PW Mtc - Applied Benefits	132	-	-	-
512310	CS Rec - Applied Benefits	137,328	123,001	201,200	292,500
512310	CS Fam - Applied Benefits	-	214	-	-
512320	PW Mtc - PT Applied Benefits	-	1	-	-
512320	CS Rec - PT Applied Benefits	34,240	37,563	39,600	41,300
513210	CS Fam - PT Applied Benefits	-	216	-	-
	Total Salaries and Benefits	414,439	528,395	705,000	903,200
521000	Supplies	42,183	56,991	48,000	62,300
542050	Contractual Services	9,226	73,645	114,600	116,300
544020	Intergovernmental Charges	-	-	2,600	2,600
592000	Equipment Usage	700	700	700	700
	Total Maintenance and Operations	52,109	131,336	165,900	181,900
425210	Facility Use Fee	(2,745)	(48,174)	(30,000)	(33,000)
425100	Participant Fees	(1,902)	(2,179)	(1,500)	(3,000)
430100	Contributions	-	(500)	-	-
411040	Franchise Fees	(55,871)	(54,563)	(57,000)	(57,000)
441000	City of Norwalk Participation	-	(27,500)	(30,000)	(30,000)
	Total Applied Revenues	(60,518)	(132,916)	(118,500)	(123,000)
	<b>- Activity Total -</b>	<b>\$ 406,030</b>	<b>\$ 526,816</b>	<b>\$ 752,400</b>	<b>\$ 962,100</b>

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\* Additional detail on following page(s)

## Parks - Account Number Detail

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Parks Supplies	\$ 8,200	\$ 10,000
Parks Maintenance	8,200	10,000
Sports Field Maintenance	2,000	3,000
President's Day	2,000	3,000
Easter Activities	3,500	5,000
Independence Day Celebration	5,000	6,000
Office Supplies	1,500	3,000
Haunted House	3,500	-
Halloween Carnival	5,500	12,000
Christmas Tree Lighting	6,000	6,500
Soaring Dreams Christmas Decorations	600	800
Misc. Events	2,000	3,000
	<u>\$ 48,000</u>	<u>\$ 62,300</u>

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Independence Day Fireworks	\$ 24,000	\$ 28,000
Duplication	1,000	1,000
Independence Day Entertainment, Sound, Stage	15,000	18,500
Halloween Carnival	8,500	30,000
Haunted House	40,000	-
President's Day	600	1,000
Easter	4,500	5,000
Christmas Tree Lighting	18,000	18,000
Event Insurance	-	5,000
Health Permits for Events	-	5,000
Christmas Tree Lighting Entertainment	3,000	3,500
Custodial	-	1,300
	<u>\$ 114,600</u>	<u>\$ 116,300</u>

## Youth Programs (10105425)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	CS Rec - Regular Salaries	\$ 42,854	\$ 55,157	\$ 55,400	\$ 57,300
510040	CS Rec - OT Pay	-	270	2,100	2,100
510050	CS Rec - PT OT Pay	95	39	-	500
510020	CS Rec - PT Salaries	20,663	44,733	65,100	66,600
512310	CS Rec - Applied Benefits	73,412	85,889	98,500	102,100
512320	CS Rec - PT Applied Benefits	1,153	7,009	9,700	6,200
	Total Salaries and Benefits	138,177	193,097	230,800	234,800
521000	Supplies	6,353	5,354	13,500	14,500
542050	Contractual Services	-	1,614	15,500	15,500
	Total Maintenance and Operations	6,353	6,968	29,000	30,000
425100	Participant Fees	-	-	(400)	-
430100	Contributions	-	-	(3,000)	(3,000)
	Total Applied Revenues	-	-	(3,400)	(3,000)
	<b>- Activity Total -</b>	<u>\$ 144,530</u>	<u>\$ 200,065</u>	<u>\$ 256,400</u>	<u>\$ 261,800</u>

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\* Additional detail on following page(s)

## Youth Programs - Account Number Detail

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Monitors, Gaming Devices and Equipment	\$ 3,500	\$ 3,500
Craft Supplies	1,000	1,000
Program Supplies	3,000	3,000
Marketing Supplies	1,000	1,000
Teen Program	2,000	2,500
Youth Leadership Committee Supplies	2,000	2,500
First Aid Supplies	<u>1,000</u>	<u>1,000</u>
	\$ 13,500	\$ 14,500

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Teen Programs	\$ 2,000	\$ 2,000
Youth Leadership Committee Retreat	4,500	4,500
Fieldtrips/Excursions	1,000	1,000
Youth Leadership Committee Team Building	2,000	2,000
Repair Equipment	500	500
Trivia Software	500	500
Afterschool Meals (Supplement CDBG)	<u>5,000</u>	<u>5,000</u>
	\$ 15,500	\$ 15,500

## Rental Facilities (10105430)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	CS Rec - Regular Salaries	\$ 45,953	\$ 47,445	\$ 57,300	\$ 59,700
510040	PW Mtc - OT Pay	52	-	-	-
510050	CS Rec - PT OT Pay	-	33	-	1,000
510020	CS Rec - PT Salaries	60,253	75,221	92,300	99,300
510020	CS Fam - PT Salaries	-	15	-	-
512310	CS Rec - Applied Benefits	75,791	72,928	101,300	99,800
512320	CS Rec - PT Applied Benefits	7,618	9,551	10,900	13,400
512320	CS Fam - PT Applied Benefits	-	1	-	-
	Total Salaries and Benefits	189,667	205,195	261,800	273,200
521000	Supplies	4,406	5,259	3,500	4,500
542050	Contractual Services	1,448	9,702	8,700	8,900
	Total Maintenance and Operations	5,855	14,962	12,200	13,400
425210	Facility Use Fees	(3,207)	(111,341)	(100,000)	(105,000)
	Total Applied Revenues	(3,207)	(111,341)	(100,000)	(105,000)
	<b>- Activity Total -</b>	<b>\$ 192,315</b>	<b>\$ 108,816</b>	<b>\$ 174,000</b>	<b>\$ 181,600</b>

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Additional detail on following page(s)



**Rental Facilities - Account Number Detail**

<b>Acct# 521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Meetings Supplies	\$ 2,000	\$ -
Outdoor Supplies	1,500	-
General Supplies	-	4,500
	<u>\$ 3,500</u>	<u>\$ 4,500</u>

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Merchant Charges/Activenet	\$ 8,700	\$ 8,900
	<u>\$ 8,700</u>	<u>\$ 8,900</u>

## Sports (10105435)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24	
510010	CS Rec - Regular Salaries	\$ 60,039	\$ 71,164	\$ 87,200	\$ 131,000	
510040	PW Mtc - OT Pay	-	2,205	-	-	
510040	CS Rec - OT Pay	-	153	1,300	2,000	
510050	PW Mtc - PT OT Pay	-	168	1,100	1,100	
510050	CS Rec - PT OT Pay	-	120	-	2,000	
510020	CS Fam - PT Salaries	-	1,197	-	-	
510020	CS Rec - PT Salaries	59,756	175,438	296,500	299,400	
512310	CS Rec - Applied Benefits	92,238	105,781	151,000	197,600	
512320	CS Rec - PT Applied Benefits	6,186	20,912	29,500	25,300	
512310	CS Fam - PT Applied Benefits	-	94	-	-	
	Total Salaries and Benefits	218,219	377,232	566,600	658,400	
521000	Supplies	12,616	62,420	66,100	70,600	*
534000	Telephone	123	-	-	-	
542050	Contractual Services	11,218	47,614	71,300	77,800	*
	Total Maintenance and Operations	23,957	110,033	137,400	148,400	
425210	Facility Use Fees (Field Use)	(860)	(108,680)	(50,000)	(58,000)	*
425100	Participant Fees	127	(2,415)	(10,000)	(2,500)	
425105	Youth Sports Fees	(2,375)	(45,441)	(45,000)	(45,000)	
425110	Adult Sports Fees	(3,110)	(75,870)	(65,000)	(35,000)	
425115	Weight Room Pass	1,690	(5,009)	(10,000)	(5,000)	
	Total Applied Revenues	(4,528)	(237,415)	(180,000)	(145,500)	
	<b>- Activity Total -</b>	<u>\$ 237,648</u>	<u>\$ 249,850</u>	<u>\$ 524,000</u>	<u>\$ 661,300</u>	

\* Additional detail on following page(s)

## Sports - Account Number Detail

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Office Supplies	\$ 3,000	\$ 3,000
Activity Center Miscellaneous Supplies	6,500	6,500
Game Supplies	7,500	7,500
Boxing	1,500	1,500
Special Events	1,100	1,100
Adult Basketball Awards	3,700	3,700
Adult Softball Awards	6,300	6,300
Youth Sports Soccer Uniforms/Supplies	25,000	25,000
Youth Sports Basketball Shirts/Supplies	4,500	9,000
Youth Sports Flag Football	2,500	2,500
Middle School Uniforms	<u>4,500</u>	<u>4,500</u>
	\$ 66,100	\$ 70,600

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Adult Basketball Officials	\$ 16,500	\$ 18,000
Merchant Charges/Activenet	6,000	6,000
Assigning Fees (Adult Sports)	4,300	4,500
Adult Softball Officials	14,900	15,500
Adult SCMAF Team Registration/PMBF	8,800	8,500
Fitness Center Equipment Service/Repair	2,000	2,500
Youth SCMAF Team Registration/PMBF	4,300	4,500
Tournament Fees (Youth Sports)	1,100	1,100
Middle School Sports Officials	-	3,000
Youth Flag Football Officials	1,400	1,400
Youth Basketball Officials	2,000	2,300
Youth Soccer Officials	8,000	8,200
Team Sideline Website	<u>2,000</u>	<u>2,300</u>
	\$ 71,300	\$ 77,800

<b>Acct # 425210</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Los Nietos Park	\$ (12,200)	\$ (14,000)
Little Lake Park	(23,300)	(26,000)
Activity Center	(3,000)	(4,000)
SFS Athletic Fields	<u>(11,500)</u>	<u>(14,000)</u>
	\$ (50,000)	\$ (58,000)

**Leisure Activities (10105440)**  
**Activity Detail**

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	CS Rec - Regular Salaries	\$ 56,829	\$ 56,355	\$ 57,800	\$ 60,800
510050	CS Rec - PT OT Pay	-	-	500	2,000
510050	CS Rec - PT Salaries	2,652	13,511	45,200	35,900
512310	CS Rec - Applied Benefits	94,449	88,566	104,500	109,800
512320	CS Rec - PT Applied Benefits	300	1,394	3,400	2,700
	Total Salaries and Benefits	154,230	159,826	211,400	211,200
521000	Supplies	1,201	4,935	6,900	8,800
542050	Contractual Services	13,637	9,916	24,400	24,900
592000	Equipment Usage	100	-	-	-
	Total Maintenance and Operations	14,938	14,850	31,300	33,700
425210	Facility Use Fees (Community Garden Fees)	-	(3,595)	(3,200)	(3,200)
425100	Participant Fees	473	(2,354)	(1,400)	(9,000)
425120	Educational Classes	(13,963)	(12,437)	(30,000)	(30,000)
425125	Camps	-	(20)	(7,000)	-
	Total Applied Revenues	(13,490)	(18,406)	(41,600)	(42,200)
	<b>- Activity Total -</b>	<b>\$ 155,678</b>	<b>\$ 156,271</b>	<b>\$ 201,100</b>	<b>\$ 202,700</b>

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\* Additional detail on following page(s)

**Leisure Activities - Account Number Detail**

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Leisure Supplies	\$ 1,100	\$ 1,100
Recitals	600	-
Therapeutic Programming at Town Center Hall	1,500	2,500
Class Supplies	1,100	1,100
Garden Supplies - hoses, tools, etc.	2,600	4,100
	<u>\$ 6,900</u>	<u>\$ 8,800</u>

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Duplication	\$ 100	\$ 100
Excursions	9,000	9,500
Therapeutic Programming at Town Center Hall	1,500	1,500
Garden Spraying	6,000	6,000
Merchant Charges/Activenet	7,800	7,800
	<u>\$ 24,400</u>	<u>\$ 24,900</u>

## Aquatics Center (10105445)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24	
510010	CS Rec - Regular Salaries	\$ 19,012	\$ 23,605	\$ 19,500	\$ 21,400	
510040	CS Rec - OT Pay	-	-	-	1,000	
510050	CS Rec- OT PT Pay	-	787	-	1,500	
510020	CS Rec - PT Salaries	35,878	92,857	27,500	28,400	
512310	CS Rec - Applied Benefits	32,968	41,017	33,000	37,100	
512320	CS Rec - PT Applied Benefits	3,050	8,026	2,100	2,100	
	Total Salaries and Benefits	90,908	166,292	82,100	91,500	
521000	Supplies	11,443	5,856	1,500	2,300	*
534000	Telephone	-	960	-	1,000	
540020	Training	480	2,208	-	-	
542050	Contractual Services	4,265	2,006	2,600	7,600	*
	Total Maintenance and Operations	16,188	11,030	4,100	10,900	
425210	Facility Use Fees	-	(4,358)	-	-	
425100	Participant Fees	(2,450)	(27,959)	-	-	
	Total Applied Revenues	(2,450)	(32,316)	-	-	
	<b>- Activity Total -</b>	<b>\$ 104,646</b>	<b>\$ 145,006</b>	<b>\$ 86,200</b>	<b>\$ 102,400</b>	

\* Additional detail on following page(s)

**Aquatics Center - Account Number Detail**

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Office Supplies	\$ 500	\$ 1,400
Teaching Supplies	-	900
Program Supplies	<u>1,000</u>	<u>-</u>
	\$ 1,500	\$ 2,300

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Health Permit	\$ 1,100	\$ 1,300
LTS Facility Fee	-	2,500
Merchant Charges/Activenet	-	2,800
Admission Fees	<u>1,500</u>	<u>1,000</u>
	\$ 2,600	\$ 7,600

## Camps Program (10511004)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	CS Rec - Regular Salaries	\$ 24,232	\$ 30,539	\$ 34,700	\$ 36,000
510040	CS Rec - OT Pay	-	-	1,000	2,000
510050	CS Rec - PT OT Pay	44	403	1,000	2,000
510020	CS Rec - PT Salaries	39,549	72,746	100,500	158,900
510020	CS Fam - PT Salaries	5,618	-	-	-
512310	CS Rec - Applied Benefits	40,248	50,978	59,300	61,400
512320	CS Rec - PT Applied Benefits	3,647	6,499	8,500	11,800
512320	CS Fam - PT Applied Benefits	444	-	-	-
	Total Salaries and Benefits	113,782	161,164	205,000	272,100
521000	Supplies	8,683	15,760	15,300	16,300
540020	Training	200	250	-	-
542050	Contractual Services	1,255	12,713	25,500	25,500
	Total Maintenance and Operations	10,138	28,724	40,800	41,800
425100	Participant Fees	(12,742)	(79,751)	(40,000)	(40,000)
	Total Applied Revenues	(12,742)	(79,751)	(40,000)	(40,000)
	- Activity Total -	<u>\$ 111,178</u>	<u>\$ 110,137</u>	<u>\$ 205,800</u>	<u>\$ 273,900</u>

\* Additional detail on following page(s)



## Camps Program

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Camp Miscellaneous supplies	\$ 2,000	\$ 3,000
Summer Camp Food and Snacks	1,500	1,500
Summer Camp Site Supplies	1,500	1,500
Summer Camp T-Shirts	3,500	3,500
Fall Camp Miscellaneous Supplies	500	500
Fall Camp Food and Snacks	500	500
Fall Camp Site Supplies	300	300
Fall Camp T-Shirts	400	400
Winter Camp Miscellaneous Supplies	600	600
Winter Camp Food and Snacks	500	500
Winter Camp Site Supplies	500	500
Winter Camp T-Shirts	500	500
Family Camp Supplies	1,500	1,500
Spring Camp Food and Snacks	500	500
Spring Camp Site Supplies	500	500
Spring Camp T-Shirts	500	500
	<u>\$ 15,300</u>	<u>\$ 16,300</u>

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Excursion Ticket Fees	\$ 20,000	\$ 20,000
Family Camp Rental of Camp Commerce	5,500	5,500
	<u>\$ 25,500</u>	<u>\$ 25,500</u>

**Fiestas Patrias Cultural Event (10105825)**  
Activity Detail

Object Code	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	PW Mtc - Regular Salaries	\$ 2,196	\$ 331	\$ -	\$ -
510010	CS Rec - Regular Salaries	20,750	22,047	25,600	34,000
510040	PW Mtc - OT Pay	-	1,694	4,000	4,000
510040	CS Rec - OT Pay	-	423	-	3,500
510040	CS Adm - OT Pay	-	38	-	-
510040	CM- OT Pay	-	302	-	-
510040	CS Rec - PT OT Pay	-	-	500	2,000
510050	PW Mtc - PT OT Pay	-	385	300	300
510020	PW Mtc - PT Salaries	-	225	-	-
510020	CS Rec - PT Salaries	227	6,821	4,400	4,500
510020	CS Fam - PT Salaries	1,089	1,026	-	-
512310	PW Mtc - Applied Benefits	-	619	-	-
512310	CS Rec - Applied Benefits	43,556	41,451	41,900	48,700
512320	PW Mtc - PT Applied Benefits	-	53	-	-
512320	CS Rec - PT Applied Benefits	36	762	400	400
512320	CS Fam - PT Applied Benefits	86	81	-	-
	Total Salaries and Benefits	67,940	76,257	77,100	97,400
521000	Supplies	6,306	3,924	8,000	10,000
542050	Contractual Services	15,127	30,971	37,000	43,500
	Total Maintenance and Operations	21,433	34,895	45,000	53,500
430100	Contribution	-	(225)	-	-
411040	Franchise Fees	(39,208)	(37,770)	(40,000)	(40,000)
	Total Applied Revenues	(39,208)	(37,995)	(40,000)	(40,000)
	<b>- Activity Total -</b>	<b>\$ 50,165</b>	<b>\$ 73,158</b>	<b>\$ 82,100</b>	<b>\$ 110,900</b>

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\* Additional detail on following page(s)

**Fiestas Patrias Cultural Event - Account Number Detail**

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Craft Workshops	\$ 2,000	\$ 2,000
Children's Area	1,000	3,000
Decorations	1,500	1,500
Program Supplies	<u>3,500</u>	<u>3,500</u>
	\$ 8,000	\$ 10,000

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Equipment Rental/Vendor	\$ 8,500	\$ 10,000
Mainstage Entertainment	14,000	17,000
Generator	2,000	2,000
Stage and Lighting	10,000	12,000
Insurance	1,500	1,500
Face Painting/ Entertainment	750	750
Custodial	<u>250</u>	<u>250</u>
	\$ 37,000	\$ 43,500

**ADMINISTRATION:** 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 Historical & Community Preservation Committee functions are supported through this section. The Committee was formed from a merger of the Historical and Beautification Committees and is composed of twelve members who are appointed by the City Council. For example, speakers, supplies, and memberships for the committee are covered under this account. Wireless printing, which was introduced in FY21-22, is supported by this account. Patrons can use their personal computer or mobile device to print in the library's printer from anywhere. In addition, this account also supports functions related to the administration of the Carriage Barn and the educational component of Heritage Park. In FY23/24, we will also have Passport revenue in this account. The Carriage Barn was reopened in FY 22/23, causing an increase in revenue for tours and souvenir sales.

**CIRCULATION:** 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. In FY 22/23 the Library went fine-free. We believe that eliminating overdue fines creates a more welcoming library, which is part of our mission to improve the quality of community life in the City of Santa Fe Springs. Hundreds of library systems in California are now fine-free, including our neighbors at the Los Angeles County Public Library and the Orange County Public Libraries.

**OUTREACH PROGRAM:** The Santa Fe Springs City Library resumed its full calendar of programming in FY 22/23. Some of our popular programs such as First Friday, Pub Trivia and our book groups have continued but we will add additional programs for teens and adults. In FY 22/23 the Library received \$30,000 in grants from the State Library for programming for STEAM and for developmentally disabled adults. We would like to continue and expand on these popular programs next year. This includes Thursday Club, and adaptive recreation program we do in partnership with Parks & Recreation Division. This is a series of workshops for adults with intellectual and developmental disabilities with activities such as gardening and crafts. We are also planning programs such as SFS Comics Fest, Pub Trivia, Mystery Theater Night, Teen sculpture and art classes, Adult DIY programs and Sip & STEAM. Also, we plan to revive Bringing Literature To Life, a program done in conjunction with Santa Fe High that highlights a literary work in the school's curriculum. We are also adding an extra First Friday program, for a total of six programs throughout the year.

**ADULT LITERACY:** 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. The Adult Literacy Program is partially subsidized by the State of California Library with a yearly matching grant. The program was paused during COVID but services will resume by 23/24. The Library also applied for an ESL grant for \$12,000 which was included in State Grants/Subventions.

**CHILDREN'S LITERACY:** The Santa Fe Springs Children Literacy Program 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. Due to Covid-19 in Fiscal Year 2021/2022, no in-person children's literacy services were hosted. Reading Club began in person in 22/23 is growing in numbers both with students and volunteers. The Children's Literacy activity was merged with Children & Youth Services in FY 2023-24 and going forward.

**CHILDREN & YOUTH SERVICES:** 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. Children and Youth Services provides 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, STEAM Power and holiday celebrations. In addition, we will continue our Reading is Fundamental (RIF) book giveaway activities to get more books into the hands of children. In FY 23/24, we will expand our programs and materials to target teen, who we believe are currently underserved. At the end of FY 22/23, all Children's Literacy programs and services were moved to Children & Youth Services, to be administered by the Librarian II Children's Services. We will roll the Salaries & Benefits and Maintenance & Operations from Children's Literacy to Children & Youth Services.

**MULTI-MEDIA SERVICES:** 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 DVDs, music CDs, foreign language audio CDs, and adult and children's audio books. Additional services include an electronic database collection; many of these databases have been funded by the State Library. 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. In FY 22/23, the Library received over \$18,000 in State Library funds for books and e-materials. Contractual Services includes processing fees for materials; our DVDs, CDs, audio CDs and some of our books are processed at the vendor and this includes labeling and adding a book cover and security sticker.

**WILLIE GORDON LEARNING CENTER:** The William C. Gordon Learning Center reopened and was repurposed in August 2022 as a Tech Lab for Seniors after a complete renovation funded by a \$30,000 grant from the State Library. The Center is staffed by library personnel from 8:30 am to Noon Monday through Friday. In addition to helping users with computer issues, staff are available to help seniors with their personal devices, such as phones and tablets. In FY 23/24, we will also continue offering classes on computer basics. There are currently no circulating materials and the only expenses are for staff, computer supplies and antivirus software.



# Library & Cultural Services

## FY 2023-24 Proposed Budget

### Division Summary

Activity		Actual	Actual	Adopted	Proposed
Number	Name	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
10105699	Library & Cultural Services Administration	\$ 222,494	\$ 202,403	\$ 286,500	\$ 305,300
10105620	Circulation	402,836	399,653	518,300	539,100
10105625	Outreach Program	196,348	225,439	346,900	334,300
10105630	Adult Literacy	101,989	118,022	161,400	154,100
10105635	* Children's Literacy	49,181	57,592	88,000	-
10105645	* Children & Youth Services	210,098	199,541	216,900	341,200
10105650	Multi Media Services	348,914	339,518	392,300	389,400
10105655	Willie Gordon Learning Center	55,685	43,841	55,900	81,300
Division Totals		<u>\$ 1,587,545</u>	<u>\$ 1,586,009</u>	<u>\$ 2,066,200</u>	<u>\$ 2,144,700</u>

\* Children's Literacy Combined into activity "Children & Youth Services" for FY 23-24 and going forward

COMMUNITY SERVICES - LIBRARY & CULTURAL SERVICES				
Positions	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
Administrative Assistant II	2	1	1	1
Library Services Manager	1	1	1	1
Librarian I	1	1	1	1
Librarian II	1	2	2	2
Librarian III	1	1	1	1
Library Clerk I	1	1	1	1
Program Coordinator - Library Outreach	1	1	1	1
<b>Total FT Positions</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>

**Part-Time Non-Benefitted Hours**

Total Number of Hours	22,100	22,100	24,700	24,700
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**Library & Cultural Services Administration (10105699)**  
Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	CS Adm - Regular Salaries	\$ 22,453	\$ 22,250	\$ 23,400	\$ 24,100
510010	CS Lib - Regular Salaries	46,585	31,676	70,000	74,900
510020	CS Lib - PT Salaries	10,951	24,814	84,600	37,100
512310	CS Adm - Applied Benefits	36,073	42,170	39,900	38,900
512310	CS Lib - Applied Benefits	81,662	54,660	104,900	98,600
512320	CS Lib - PT Applied Benefits	<u>791</u>	<u>1,889</u>	<u>6,100</u>	<u>2,700</u>
	Total Salaries and Benefits	198,515	177,458	328,900	276,300
521000	Supplies	4,585	9,784	9,100	9,500
534000	Telephone	2,054	2,297	4,000	4,000
540030	Travel and Meetings	5	1,035	5,000	5,000
540010	Memberships	3,277	1,150	4,600	4,600
540020	Training	1,693	1,369	6,800	6,800
542050	Contractual Services	<u>12,365</u>	<u>10,650</u>	<u>18,100</u>	<u>10,600</u>
	Total Maintenance and Operations	23,979	26,285	47,600	40,500
425137	Passport Services	-	-	(90,000)	(10,000)
425210	Facility Use Fees	-	(230)	-	-
425121	Heritage Park Educational Tours	-	(275)	-	(1,000)
425135	Heritage Park Souvenir Sales	-	(445)	-	(500)
430100	Contributions - Individual	<u>-</u>	<u>(390)</u>	<u>-</u>	<u>-</u>
	Total Applied Revenues	-	(1,340)	(90,000)	(11,500)
	<b>- Activity Total -</b>	<u>\$ 222,494</u>	<u>\$ 202,403</u>	<u>\$ 286,500</u>	<u>\$ 305,300</u>

\* Additional detail on following page(s)



**Library & Cultural Services Administration - Account Number Detail**

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Office Supplies	\$ 4,500	\$ 4,500
Historical & Community Preservation Committee	1,500	3,000
Docents (moved from Parks & Recreation)	1,100	-
Exhibit Artifacts For Carriage Barn	<u>2,000</u>	<u>2,000</u>
	\$ 9,100	\$ 9,500

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Copier Maintenance	\$ 4,300	\$ 4,300
Activenet Fees	800	800
P.O Box Lease	1,400	1,600
Merchant Services (Credit Card Fees)	900	900
Native American Educational Tour Guide	7,000	1,000
Jotform	-	2,000
Historical & Community Preservation Committee	<u>3,700</u>	<u>-</u>
	\$ 18,100	\$ 10,600

**Circulation (10105620)**  
**Activity Detail**

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	CS Lib - Regular Salaries	\$ 107,588	\$ 86,377	\$ 119,000	\$ 123,500
510020	CS Lib - PT Salaries	56,570	91,341	151,700	164,100
512310	CS Lib - Applied Benefits	184,341	160,384	175,200	177,500
512320	CS Lib - PT Applied Benefits	4,085	6,814	10,900	11,800
	Total Salaries and Benefits	352,584	344,917	456,800	476,900
521000	Supplies	7,909	6,928	6,500	6,500
542050	Contractual Services	42,537	48,343	56,000	56,000
	Total Maintenance and Operations	50,446	55,271	62,500	62,500
425140	Library Fines	(188)	(453)	-	-
425130	Video Rental Fees	(6)	(15)	(1,000)	(300)
470090	Miscellaneous Fees	-	(67)	-	-
	Total Applied Revenues	(194)	(535)	(1,000)	(300)
	<b>- Activity Total -</b>	<b>\$ 402,836</b>	<b>\$ 399,653</b>	<b>\$ 518,300</b>	<b>\$ 539,100</b>

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\* Additional detail on following page(s)

**Circulation - Account Number Detail**

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Technology Supplies	\$ 3,000	\$ 3,000
Circulation Supplies	<u>6,000</u>	<u>3,500</u>
	\$ 9,000	\$ 6,500

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
VBS Copier	\$ 2,000	\$ 2,200
Duplication	500	500
RFID Maintenance (ITG)	11,000	11,000
Title Source III	2,300	2,300
OCLC Charges	7,000	7,000
Unique Management (Collections)	2,500	-
ProPay	100	-
SMS Notification Service	600	-
ILS Vendor	<u>30,000</u>	<u>33,000</u>
	\$ 56,000	\$ 56,000

## Outreach Program (10105625)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	CS Lib - Regular Salaries	\$ 61,844	\$ 63,761	\$ 103,200	\$ 107,400
510040	CS Rec - OT Pay	-	120	-	1,000
510020	CS Lib - PT Salaries	25,461	32,988	53,200	68,700
512310	CS Lib - Applied Benefits	98,756	109,656	159,400	144,300
512320	CS Lib - PT Applied Benefits	-	2,379	3,800	4,900
	Total Salaries and Benefits	186,061	208,904	319,600	326,300
521000	Supplies	21,905	5,757	8,000	13,500
542050	Contractual Services	7,559	13,122	19,300	24,500
	Total Maintenance and Operations	29,464	18,880	27,300	38,000
470090	Miscellaneous Revenues	-	-	-	-
430100	Contributions	(400)	(25)	-	-
444000	Federal Grant Funds	(18,777)	(2,320)	-	(30,000)
	Total Applied Revenues	(19,177)	(2,345)	-	(30,000)
	<b>- Activity Total -</b>	<b>\$ 196,348</b>	<b>\$ 225,439</b>	<b>\$ 346,900</b>	<b>\$ 334,300</b>

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\* Additional detail on following page(s)

## Outreach Program - Account Number Detail

Acct #521000	FY 2022-23	FY 2023-24
First Fridays	\$ 3,000	\$ 5,000
Outreach Supplies	3,500	6,000
Bring Literature to Life	1,500	2,500
	<u>\$ 8,000</u>	<u>\$ 13,500</u>

Acct #542050	FY 2022-23	FY 2023-24
First Fridays	\$ 10,000	\$ 14,000
Duplication	1,800	1,000
Library Aware	-	-
Outreach Services	4,000	5,000
Bring Literature to Life	3,500	4,500
	<u>\$ 19,300</u>	<u>\$ 24,500</u>

# **Adult Literacy (10105630)** **Activity Detail**

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	CS Lib - Regular Salaries	\$ 42,244	\$ 42,510	\$ 58,100	\$ 54,900
510020	CS Lib - PT Salaries	21,698	31,905	42,400	45,400
510040	CS Lib - OT Pay	-	-	-	1,000
512310	CS Lib - Applied Benefits	60,424	70,603	82,300	74,000
512320	CS Lib - PT Applied Benefits	1,568	2,304	3,100	3,300
	Total Salaries and Benefits	125,934	147,321	185,900	178,600
521000	Supplies	3,082	3,104	4,600	5,800
522000	Books	1,940	15	1,200	1,200
542010	Advertising	-	-	300	-
540020	Training	3,097	133	2,700	-
542050	Contractual Services	99	-	1,000	500
	Total Maintenance and Operations	8,218	3,382	9,800	7,500
415900	Other Revenue	-	-	-	-
430100	Contributions	-	-	-	-
442000	State Grants/Subventions	(32,163)	(32,681)	(34,300)	(32,000)
	Total Applied Revenues	(32,163)	(32,681)	(34,300)	(32,000)
	- Activity Total -	\$ 101,989	\$ 118,022	\$ 161,400	\$ 154,100

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\* Additional detail on following page(s)

**Adult Literacy - Account Number Detail**

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Office Supplies	\$ 1,400	\$ 1,400
Tutoring Materials	1,200	2,400
Educational Software	<u>2,000</u>	<u>2,000</u>
	\$ 4,600	\$ 5,800

<b>Acct #540020</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Tutoring Books	\$ 600	\$ -
Training Handbooks	600	-
Book Group	<u>1,500</u>	<u>-</u>
	\$ 2,700	\$ -

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Duplication	\$ 500	\$ 500
Book Group Guest Speakers	<u>500</u>	<u>-</u>
	\$ 1,000	\$ 500

# Children's Literacy (10105635)

## Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	CS Lib - Regular Salaries	\$ 12,366	13,313	\$ 17,800	\$ -
510020	CS Lib - PT Salaries	17,498	20,806	29,800	-
512310	CS Lib - Applied Benefits	17,171	22,103	24,600	-
512320	CS Lib - PT Applied Benefits	<u>1,264</u>	<u>1,502</u>	<u>2,100</u>	<u>-</u>
	Total Salaries and Benefits	48,299	57,724	74,300	-
521000	Supplies	166	3,791	7,200	-
522000	Books	1,028	396	2,100	-
540020	Training	5,388	1,082	6,000	-
542050	Contractual Services	<u>1,300</u>	<u>1,600</u>	<u>5,400</u>	<u>-</u>
	Total Maintenance and Operations	7,882	6,868	20,700	-
430300	Contributions - Corporations	<u>(7,000)</u>	<u>(7,000)</u>	<u>(7,000)</u>	<u>-</u>
	Total Applied Revenues	(7,000)	(7,000)	(7,000)	-
	- Activity Total -	<u>\$ 49,181</u>	<u>57,592</u>	<u>\$ 88,000</u>	<u>\$ -</u>
THIS ACTIVITY WAS COMBINED INTO ACTIVITY #6540 (CHILDREN & YOUTH SERVICES) FOR FY23-24 & GOING FORWARD					

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\* Additional detail on following page(s)



## Children's Literacy- Account Number Detail

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Reading Club	\$ 1,200	\$ -
English Language and Literacy Intensive	1,000	-
Educational Software	1,200	-
Author Month	900	-
Battle of the Books	1,700	-
Office Supplies	<u>1,200</u>	<u>-</u>
	\$ 7,200	\$ -

<b>Acct #522000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Reading Club	\$ 200	\$ -
English Language and Literacy Intensive	600	-
Family Night	-	-
Author Month	500	-
Battle of the Books	<u>800</u>	<u>-</u>
	\$ 2,100	\$ -

<b>Acct #540020</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Reading Club	\$ 800	\$ -
English Language and Literacy Intensive	2,000	-
Family Night	-	-
Author Month	1,300	-
Battle of the Books	1,500	-
Tutor Training	<u>400</u>	<u>-</u>
	\$ 6,000	\$ -

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Author Visits	\$ 2,500	\$ -
Duplication	1,000	-
Reading Club Handbook and Manipulatives	700	-
Equipment Rental	<u>1,200</u>	<u>-</u>
	\$ 5,400	\$ -

# **Children & Youth Services (10105645)** **Activity Detail**

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	CS Lib - Regular Salaries	\$ 57,251	\$ 50,431	\$ 57,800	\$ 75,500
510020	CS Lib - PT Salaries	16,832	17,816	29,800	80,500
510040	CS Lib- OT Pay	-	-	-	1,000
512310	CS Lib - Applied Benefits	99,643	97,069	87,200	112,900
512320	CS Lib - PT Applied Benefits	1,216	1,285	2,100	5,700
	Total Salaries and Benefits	174,942	166,602	176,900	275,600
521000	Supplies	6,723	5,903	8,500	23,200
522000	Books	23,805	21,065	22,000	25,000
542050	Contractual Services	5,528	6,456	9,500	17,400
	Total Maintenance and Operations	36,056	33,424	40,000	65,600
430100	Contributions	(900)	-	-	-
442000	OP - State Funding	-	(484)	-	-
	Total Applied Revenues	(900)	(484)	-	-
	- Activity Total -	\$ 210,098	\$ 199,541	\$ 216,900	\$ 341,200
ACTIVITY (#6536) CHILDREN'S LITERACY WAS COMBINED INTO THIS ACTIVITY FOR FY 23-24 AND GOING FORWARD					

\* Additional detail on following page(s)

## Children & Youth Services - Account Number Detail

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Craft Materials (Teens/Children)	\$ 3,000	\$ 4,500
Refreshments (Teens/Children)	500	500
Incentives/Prizes/Promotional	3,000	3,000
Summer Reading Program	2,000	2,000
Reading Club (moved from Children's Literacy)	-	3,400
Educational Software (moved from Children's Literacy)	-	1,200
Author Month (moved from Children's Literacy)	-	2,200
Family Night (moved from Children's Literacy)	-	2,000
Battle of the Books (moved from Children's Literacy)	-	3,200
Office Supplies (moved from Children's Literacy)	-	1,200
	<u>\$ 8,500</u>	<u>\$ 23,200</u>

<b>Acct #522000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Reading Club	\$ 200	\$ -
English Language and Literacy Intensive	600	-
Author Month	500	-
Battle of the Books	800	-
Nonfiction	5,500	5,500
Fiction	3,900	3,900
Picture Books	2,400	2,400
Readers	2,400	2,400
Paperbacks	2,400	2,400
Board Books	2,400	2,400
Teen Books	-	3,000
Reference	3,000	3,000
	<u>\$ 24,100</u>	<u>\$ 25,000</u>

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Summer Reading Program Entertainment	\$ 4,000	\$ 4,000
Duplication	500	500
Teen Programs	500	2,000
Material Processing	4,500	5,500
Author Visits (moved from Children's Literacy)	-	2,500
Duplication (moved from Children's Literacy)	-	1,000
Reading Club Handbook & Manipulatives (Moved from Children's Literacy)	-	700
Equipment Rental (Moved from Children's Literacy)	-	1,200
	<u>\$ 9,500</u>	<u>\$ 17,400</u>

## Multi Media Services (10105650)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	CS Lib - Regular Salaries	\$ 80,394	\$ 67,722	\$ 82,800	\$ 82,000
510020	CS Lib - PT Salaries	19,164	21,171	33,500	49,100
510070	Salary - Acting Pay	-	4,052	-	-
512310	CS Lib - Applied Benefits	134,043	124,492	134,200	119,800
512320	CS Lib - PT Applied Benefits	1,384	1,527	2,400	3,500
	Total Salaries and Benefits	234,985	218,963	252,900	254,400
521000	Supplies	-	(54)	-	-
522000	Books	41,682	42,487	42,000	43,500
523005	Periodicals	421	8,242	9,500	9,500
523010	Audio-Visual	64,139	68,227	78,400	78,400
542050	Contractual Services	12,687	10,294	13,500	15,600
	Total Maintenance and Operations	118,929	129,197	143,400	147,000
442000	State Grants/Subventions	(5,000)	(8,642)	(4,000)	(12,000)
	Total Applied Revenues	(5,000)	(8,642)	(4,000)	(12,000)
	<b>- Activity Total -</b>	<b>\$ 348,914</b>	<b>\$ 339,518</b>	<b>\$ 392,300</b>	<b>\$ 389,400</b>

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\* Additional detail on following page(s)

## Multi Media Services - Account Number Detail

<b>Acct #522000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Paperbacks	\$ 2,625	\$ 1,000
Fiction/Best Sellers	13,125	15,500
Non-Fiction	18,900	19,000
Large Print/Spanish	<u>7,350</u>	<u>8,000</u>
	\$ 42,000	\$ 43,500

<b>Acct #523005</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Subscriptions EBSCO	\$ 7,400	\$ 7,400
Newspapers	<u>2,100</u>	<u>2,100</u>
	\$ 9,500	\$ 9,500

<b>Acct #523010</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Audio Books	\$ 3,400	\$ 3,400
Cloud Library	4,000	4,000
E-Books/OverDrive	11,000	11,000
Compact Discs	900	900
DVD's	13,100	13,100
OverDrive E-Magazines	4,000	4,000
Hotspot Service	7,000	7,000
Databases	<u>35,000</u>	<u>35,000</u>
	\$ 78,400	\$ 78,400

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Baker & Taylor Processing/CLS	\$ 8,600	\$ 10,300
Swank Movie License	1,600	1,700
Midwest Tape Processing fees for DVDs and CDs	<u>3,300</u>	<u>3,600</u>
	\$ 13,500	\$ 15,600

**Willie Gordon Learning Center (10105655)**  
Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	CS Lib - Regular Salaries	\$ 16,897	\$ 14,245	\$ 23,600	\$ 24,300
510020	CS Lib - PT Salaries	6,037	13,619	22,400	20,200
510020	PW Mtc- PT Salaries	-	100	-	-
510040	PW Mtc - OT Pay	-	1,668	-	-
512310	CS Lib - Applied Benefits	28,413	26,954	36,400	34,100
512320	PW Mtc- PT Applied Benefits	-	24	-	-
512320	CS Lib - PT Applied Benefits	436	982	1,600	1,500
	Total Salaries and Benefits	51,783	57,592	84,000	80,100
521000	Supplies	477	30,527	700	500 *
522000	Books & Subscriptions	-	347	-	-
522000	Circulating Materials	2,900	-	500	-
542050	Contractual Services	525	-	100	700 *
	Total Maintenance and Operations	3,902	30,874	1,300	1,200
442000	State Grants/Subventions	-	-	(29,400)	-
430100	Contributions	-	(15,279)	-	-
444000	OP - Federal Funding	-	(29,345)	-	-
	Total Applied Revenues	-	(44,624)	(29,400)	-
	- Activity Total -	\$ 55,685	\$ 43,841	\$ 55,900	\$ 81,300

\* Additional detail on following page(s)

**Willie Gordon Learning Center**

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Computer Supplies	\$ 200	\$ 200
Printer Supplies	400	200
General Office Supplies	<u>100</u>	<u>100</u>
	\$ 700	\$ 500

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Book Processing	\$ 100	\$ -
Antivirus Software	<u>-</u>	<u>700</u>
	\$ 100	\$ 700

## COMMUNITY SERVICES—FAMILY & HUMAN SERVICES      ACTIVITY DESCRIPTIONS

**ADMINISTRATION:** 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 Holiday 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. Each committee is comprised of 25 members, five members appointed by the City Council. The Senior Citizens Advisory Committee serves as an advisory board to plan, recommend, and improve the Older Adult Services in the city. 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.

**FAMILY SERVICES & CASE MANAGEMENT:** The Family Services and Case Management Section is one of four sections within the Division of Family and Human Services (FHS) under the Department of Community Services. It provides services and information to individuals and families that live in Santa Fe Springs, and the surrounding communities. The section cultivates and promotes the overall well-being of individuals, older adults, and families alike. The staff works closely with 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 12,500 clients annually. Services are available for residents including educational workshops, legal services, health care education and enrollment, Volunteer Income Tax Assistance (VITA) program, food pantry, community closet, back to school backpack program, utility assistance, and case management services. Case management includes client assessment, advocacy, information, referrals, and financial assistance to Santa Fe Springs residents in crisis. In addition, Case Management offers City residents a one-time financial assistance program thorough its Family Fund generated by donations.



New in 2023, the FHS Division offers quarterly Adaptive Recreation Dances for individuals 13 years & up. These themed dances are for participants with intellectual or physical disabilities.

The Case Management program has a partnership with local universities to provide undergraduate social work students professional field experience, working with families, older adults, and the community at large.



**OLDER ADULT SERVICES:** The Older Adult Services Division 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) older active adults (50 - 60 years of age); (2) older adults (60 - 70 years of age); (3) the elderly (70+); and, (4) home-bound seniors. Services are customized to meet the current needs of each population. These services include programs and activities ranging from craft and exercise classes, education workshops, special events, dances, and gardening. This section also provides staff support to three senior clubs who utilize the GVNC.

The Gus Velasco Neighborhood Center offers an on-site nutrition lunch program for seniors 60+ years of age. As well as a homebound meal program for the senior population restricted to home care. Both are operated through the Southeast Area of Social Services Funding Authority (SASSFA). Additionally, access to transportation is made available through Access, Santa Fe Springs transportation, and taxi vouchers for senior residents who require transportation assistance.



**HERITAGE PARK & CLARKE ESTATE FACILITIES:** Heritage Park and Clarke Estate Facilities 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, Art Fest and other seasonal events. The Clarke Estate is open on Tuesdays, Fridays and the first Sunday of the month for guided tours. Both sites house unique art components from bronze sculptures and tiled fountains to accurate restoration of historical buildings. Annual signature events at Heritage Park include Pioneer Living Day, Summer Series, Dia De Los Muertos, and Las Posadas that have strong cultural and historical significance. Heritage Park features an exhibit of the Tongva/Gabrieliño Indians, a railroad exhibit featuring a vintage A.T.& S.F. steam locomotive, a Victorian conservatory, tankhouse, aviary and the ruins of a large adobe home, built when California was a state governed by Mexico.

The Carriage Barn, which serves as a historical and interactive museum is operated by the Library Services Division. They also oversee guided tours given to schools and organizations.

New in 2023, Heritage Park will have a new self-guided audio tour application offered through personal mobile devices. The application will provide information and history of various exhibits throughout the park.



# Family and Human Services

## FY 2023-24 Proposed Budget

### Division Summary

Activity		Actual	Actual	Adopted	Proposed
Number	Name	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
10105899	Family & Human Services Adm	\$ 436,871	\$ 515,029	\$ 676,500	\$ 617,000
10105820	Family Services & Case Management	198,850	224,577	287,400	296,300
10105830	Older Adults Services	342,131	459,682	503,100	507,900
10105840	Heritage Parks & Clarke Estate Facilities	373,981	231,717	387,000	437,000
Division Totals		\$ 1,351,833	\$ 1,431,005	\$ 1,854,000	\$ 1,858,200

COMMUNITY SERVICES - FAMILY & HUMAN SERVICES				
Positions	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
Administrative Assistant II	1	1	1	1
Community Services Specialist	1	1	1	1
Community Services Supervisor	1	1	1	1
Family & Human Services Manager	1	1	1	1
Human Services Case Worker I	1	1	1	1
Human Services Case Worker II	1	1	1	1
Program Coordinator	2	2	2	2
<b>Total FT Positions</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>8</b>

**Part-Time Non-Benefitted Hours**

Total Number of Hours	25,716	25,716	28,716	28,716
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# Family & Human Services Administration (10105899)

## Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24	
510010	CS Adm - Regular Salaries	\$ 22,453	\$ 22,250	\$ 23,400	\$ 24,100	
510010	CS Fam - Regular Salaries	103,402	126,904	169,600	153,400	
510020	CS Rec - PT Salaries	-	109	-	-	
510020	CS Fam - PT Salaries	32,422	77,871	107,500	110,600	
510040	CS Adm - OT Pay	-	76	-	-	
510040	CS Fam - OT Pay	-	-	1,000	1,000	
510040	PW Mtc - OT Pay	-	1,607	-	-	
510050	CS Fam - PT OT Pay	-	-	500	-	
510050	PW Mtc- PT OT Pay	-	806	-	-	
512310	CS Adm - Applied Benefits	33,104	36,039	39,900	38,900	
512310	CS Fam - Applied Benefits	225,255	222,814	279,000	233,700	
512320	CS Rec - PT Applied Benefits	-	8	-	-	
512320	CS Fam - PT Applied Benefits	2,558	6,137	8,300	8,500	
	Total Salaries and Benefits	419,194	494,622	629,200	570,200	
521000	Supplies	12,142	18,371	15,100	18,100	*
534000	Telephone	10,218	12,877	14,800	14,800	*
540030	Travel and Meetings	(45)	2,541	2,500	5,000	
540010	Memberships	-	715	2,500	2,500	
540020	Training	299	1,948	5,000	5,000	
542050	Contractual Services	23,494	38,689	41,400	45,400	*
592000	Equipment Usage	9,000	9,000	9,000	9,000	
	Total Maintenance and Operations	55,108	84,141	90,300	99,800	
470090	Miscellaneous Fees	-	-	-	-	
425210	Facility Use Fees	(3,022)	(44,894)	(25,000)	(35,000)	
730200	Contributions	-	(18,840)	-	-	
430200	Private Enterprise Contribution	(34,409)	-	(18,000)	(18,000)	*
	Total Applied Revenues	(37,431)	(63,734)	(43,000)	(53,000)	
	- Activity Total -	\$ 436,871	\$ 515,029	\$ 676,500	\$ 617,000	

\* Additional detail on following page(s)

**Family & Human Services Administration - Account Number Detail**

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Office Supplies	\$ 2,500	\$ 3,500
Miscellaneous Program Supplies	1,600	1,600
Computer Supplies/Software	1,100	1,100
Copier, Printer, Fax Supplies	300	300
Audio Visual Equipment Maintenance	3,000	3,000
Neighborly Elf Christmas Program	4,000	5,000
Turkey Basket Program	2,000	3,000
Meeting Room Supplies	600	600
	<u>\$ 15,100</u>	<u>\$ 18,100</u>

<b>Acct #534000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Telephone Service	\$ 8,800	\$ 8,800
Telephone Repair	1,400	1,400
Cellular Phones	4,600	4,600
	<u>\$ 14,800</u>	<u>\$ 14,800</u>

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Copier Service Contract	\$ 13,500	\$ 13,500
When to Work Staff Scheduling App	500	500
Online Form Workflow Subscription	-	2,000
Maintenance Case Management Software	5,100	5,100
FHS Marketing Resources	3,200	3,200
Duplication	2,000	2,000
Neighborly Elf Christmas Program	6,000	7,000
Activenet Fees	6,100	6,100
Turkey Basket Program	3,000	4,000
Cable TV	2,000	2,000
	<u>\$ 41,400</u>	<u>\$ 45,400</u>

<b>Acct #430200</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Holiday Program Donations	\$ (18,000)	\$ (18,000)
	<u>\$ (18,000)</u>	<u>\$ (18,000)</u>

**Family Services & Case Management (10105820)**  
**Activity Detail**

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24	
510010	CS Fam - Regular Salaries	\$ 41,893	\$ 60,418	\$ 63,200	\$ 66,500	
510040	CS Fam - OT Pay	446	-	-	-	
510020	CS Fam - PT Salaries	53,508	45,709	90,600	93,600	
512310	CS Fam - Applied Benefits	92,230	109,594	105,600	100,000	
512320	CS Fam - PT Applied Benefits	-	3,603	7,000	7,200	
	Total Salaries and Benefits	188,077	219,324	266,400	267,300	
521000	Supplies	5,584	12,477	20,600	27,400	*
540010	Memberships	315	466	-	-	
540020	Training	589	-	-	-	
542050	Contractual Services	-	104	2,400	5,100	*
593000	Contributions	8,840	1,688	-	-	
813005	Family/Human Svcs Advisory Comm Fund	-	-	20,000	20,000	
	Total Maintenance and Operations	15,328	14,736	43,000	52,500	
470090	Miscellaneous Fees	-	(45)	-	-	
430300	Contributions	(655)	(1,568)	(20,000)	(20,000)	*
430200	Private Enterprise Contributions	(3,900)	(7,870)	(2,000)	(3,500)	*
	Total Applied Revenues	(4,555)	(9,483)	(22,000)	(23,500)	
	- Activity Total -	\$ 198,850	\$ 224,577	\$ 287,400	\$ 296,300	

\* Additional detail on following page(s)

**Family Services & Case Management - Account Number Detail**

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Office Supplies	\$ 5,000	\$ 5,500
Supplies - Camperships/ Day Camp Sponsorship	5,000	10,000
Family Services Programming	500	1,000
Children's Boutique	500	500
Computer Supplies	1,000	1,000
Legal Services	500	500
Back to School Backpack Supply Program	1,600	1,800
VITA Program	1,200	1,200
Food Pantry	<u>5,300</u>	<u>5,900</u>
	\$ 20,600	\$ 27,400

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Family Services Programming	\$ 900	\$ 1,000
Adaptive Recreation Dances	-	2,100
Back to School Backpack Supply Program	<u>1,500</u>	<u>2,000</u>
	\$ 2,400	\$ 5,100

<b>Acct #430300</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
FHS Fund	\$ (20,000)	\$ (20,000)
	\$ (20,000)	\$ (20,000)

<b>Acct #430200</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Back to School Backpack Program	\$ (2,000)	\$ (3,500)
	\$ (2,000)	\$ (3,500)

## Older Adults Services (10105830)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24	
510010	CS Fam - Regular Salaries	\$ 93,966	\$ 119,367	\$ 130,400	\$ 136,000	
510020	CS Fam - PT Salaries	24,081	88,835	90,600	93,600	
512310	CS Fam - Applied Benefits	193,771	214,014	211,100	209,400	
512320	CS Fam - PT Applied Benefits	<u>1,883</u>	<u>7,001</u>	<u>7,000</u>	<u>7,200</u>	
	Total Salaries and Benefits	313,701	429,217	439,100	446,200	
521000	Supplies	18,482	20,566	29,500	32,300	*
540010	Memberships	100	-	-	-	
540020	Training	540	280	-	-	
542050	Contractual Services	308	8,408	32,500	37,500	*
592000	Equipment Usage	<u>9,000</u>	<u>9,000</u>	<u>9,000</u>	<u>9,000</u>	
	Total Maintenance and Operations	28,430	38,254	71,000	78,800	
425210	Facility Use Fees	-	(100)	-	-	
425100	Participant Fees	<u>-</u>	<u>(7,689)</u>	<u>(7,000)</u>	<u>(17,100)</u>	*
	Total Applied Revenues	-	(7,789)	(7,000)	(17,100)	
	<b>- Activity Total -</b>	<u>\$ 342,131</u>	<u>\$ 459,682</u>	<u>\$ 503,100</u>	<u>\$ 507,900</u>	

\* Additional detail on following page(s)



# Older Adults Services - Account Number Detail

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Office Supplies	\$ 6,750	\$ 6,800
Nutrition Program	1,500	1,500
Classes	9,000	10,500
Bingo Prizes	-	6,000
Theme Events	9,250	4,500
Fitness Centers	3,000	3,000
	<u>\$ 29,500</u>	<u>\$ 32,300</u>

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Entertainment	\$ 5,000	\$ 5,000
Duplication	2,000	2,000
Fitness Centers	1,000	1,000
Theme Events	10,000	15,000
Instructors	14,500	14,500
	<u>\$ 32,500</u>	<u>\$ 37,500</u>

<b>Acct #425100</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Theme Events	\$ (6,500)	\$ (11,000)
Bingo	-	(6,000)
Fitness Center Memberships (Non-Residents)	(500)	(100)
	<u>\$ (7,000)</u>	<u>\$ (17,100)</u>

## Heritage Park & Clarke Estate Facilities (10105840)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	CS Fam - Regular Salaries	\$ 79,392	\$ 81,901	\$ 129,600	\$ 142,100
510010	CS Adm- Regular Salaries	-	101	-	-
510040	CS Adm - OT Pay	-	251	-	-
510040	PW Mtc - OT Pay	-	3,167	5,000	-
510040	CM - OT Pay	-	251	-	-
510040	CS Fam - OT Pay	-	-	1,000	-
510070	CS Fam - Acting Pay	1,629	412	-	-
510050	CS Fam - PT OT Pay	-	-	500	-
510050	PW Mtc - PT OT Pay	-	161	-	-
510020	CS Fam - PT Salaries	95,310	168,581	189,000	193,600
512310	CS Fam - Applied Benefits	159,605	136,818	183,400	205,800
512310	CS Adm - Applied Benefits	-	159	-	-
512320	CS Fam - PT Applied Benefits	7,522	13,523	14,600	14,900
	Total Salaries and Benefits	343,458	405,325	523,100	556,400
521000	Supplies	14,351	16,729	20,800	22,600 *
542050	Contractual Services	35,498	53,719	58,100	73,000 *
592000	Equipment Usage	1,000	1,000	1,000	1,000
	Total Maintenance and Operations	50,849	71,448	79,900	96,600
425100	Participant Fees	(946)	(5,028)	(5,000)	(5,000)
425210	Facility Use Fees	(19,177)	(212,672)	(190,000)	(190,000)
470070	Café Concessionaire Fees	-	-	(5,000)	(5,000)
470071	Caterer / Bartender Fees	(203)	(27,356)	(16,000)	(16,000)
	Total Applied Revenues	(20,326)	(245,056)	(216,000)	(216,000)
	- Activity Total -	\$ 373,981	\$ 231,717	\$ 387,000	\$ 437,000

\* Additional detail on following page(s)

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

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Special Events	\$ 5,000	\$ 5,400
Bird Food Supplies	3,800	4,200
Office Supplies	4,400	4,700
Café Concessionaire Supplies	2,500	2,700
Therapeutic Adult Dance Supplies	2,100	2,100
Program Supplies (Art Camp @ Heritage Park)	3,000	3,500
	<u>\$ 20,800</u>	<u>\$ 22,600</u>

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Event Insurance	\$ 2,000	\$ 2,200
Music / Movie Licensing	3,000	3,000
Rentals/Events	3,200	5,000
Café Concessionaire Equipment Maintenance	-	2,500
Summer Concert / Movie Series	18,000	27,000
Dia De Los Muertos	6,500	8,000
Las Posadas	5,500	6,500
Pioneer Living	3,500	4,500
Merchant Services (Credit Card Fees)	1,700	1,700
Activenet Fees	12,600	12,600
	<u>\$ 56,000</u>	<u>\$ 73,000</u>

# NON-RECURRING





# NON-RECURRING

The Non-Recurring budget includes one-time capital purchases that will be made by the operating departments. This next section in the budget includes a detailed activity budget sheet, a breakdown of these one-time purchases by department and by account number.



# Non-Recurring (10109000)

## Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	Regular Salaries	\$ 80,567	\$ 433	\$ -	\$ -
510040	OT Pay	-	7,038	-	-
510050	PT OT Pay	-	1,013	-	-
510020	PT Salaries	703	-	-	-
512310	Applied Benefits	301,662	132,928	-	-
512310	PT Applied Benefits	-	35,093	-	-
512010	Retirements	443,485	113,133	-	-
521000	Supplies	331,933	449,329	110,000	917,500 *
542050	Contractual Services	505,940	185,814	417,000	677,500 *
543060	Construction	-	-	299,300	421,300 *
573400	Furniture / Equipment	3,110,328	131,294	1,049,600	2,945,500 *
	Total Maintenance and Operations	4,774,618	1,056,074	1,875,900	4,961,800
422035	Contracted Svcs / Rio Hondo Reimb.	-	-	(100,000)	(100,000)
816099	Transfer from Facility Improvement Fund	-	-	(16,000)	-
812415	Transfer from Prop C Fund	(9,300)	(8,816)	-	-
811040	Transfer from Waste Management	(1,201)	-	(1,900)	(1,900)
815010	Transfer from Water Utility	(3,224)	(2,609)	(25,100)	(135,100)
816090	Trans from Equipment Replacement Fund	(27,182)	(20,462)	(43,000)	(53,000)
470060	Proceeds from Borrowing	(3,306,000)	-	-	-
	Total Applied Revenues	(3,346,907)	(31,887)	(186,000)	(290,000)
	- Activity Total -	\$ 1,427,711	\$ 1,024,187	\$ 1,689,900	\$ 4,671,800

\* Additional detail on following page(s)

**Non-Recurring - Account Number Detail**

<b>Acct #521000</b>	<b>DEPT</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Citywide Computer Replacement	FA	\$ 50,000	\$ 60,000
Window-Blinds	FA	-	35,000
Locking Mechanisms for Park bathrooms	CS Rec	-	10,000
Bench for Children's Area	CS Lib	-	2,500
Police Rifles and Racks	PS	-	75,000
Police Helmets	PS	-	20,000
Replace 500 Ball Diamond fixtures with LED equivalent Ball Diamond fixtures	Electrical	-	500,000
Engine/Pump Replacement	Water	-	110,000
Emergency Preparedness Materials	FIRE	-	10,000
TCH Plaza Outdoor Holiday Décor & Lighting	PW	40,000	75,000
Environmental Clean-ups	Fire	20,000	20,000
		<u>\$ 110,000</u>	<u>\$ 917,500</u>

<b>Acct #542050</b>	<b>DEPT</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Carpet & Flooring at Town Center Hall	CS Rec	\$ -	\$ 50,000
Paint Interior of Town Center Hall	CS Rec	-	50,000
Teen Lounge Kitchen Remodel	CS Rec	-	25,000
New Cabinets in TCH Storage Room	CS Rec	-	15,000
Station #4 - Remove Wallpaper, Retexture and Paint	FIRE	-	17,500
Station #4 - Carpet and Tile Replacement	FIRE	-	34,000
Station #4 - Office Furniture Replacement	FIRE	-	22,000
Local Hazard Mitigation Plan Update	PS	-	100,000
Design for Bullet Resistant Glass - Front Counter PSC	PS	-	25,000
Break-Room Remodel	FA	-	30,000
Recodification for Municipal Codes (Carryover)	CM	9,000	9,000
Citywide Vmware Licensing (Carryover)	FA	30,000	30,000
IT Security Assessment (Carryover)	FA	50,000	50,000
Policies & Procedures Manual/MOU Review (Carryover)	FA	60,000	60,000
Class and Compensation Study (Carryover Plus)	FA	60,000	100,000
Hazardous Material Monitor Replacement and Mtc	FIRE	20,000	20,000
Evaluation of CRIA	PLNG	40,000	40,000
ADA Improvements at GVNC (assisted doors)	CS Rec	10,000	-
Wayfinding Signage at Town Center Plaza	CS Rec	3,500	-
GVNC Storage & Pantry Shelving/Hanger Installation	CS Fam	4,500	-
Citywide Microsoft Office Upgrade	FA	50,000	-
Citywide Microsoft Exchange Upgrade	FA	50,000	-
Carpet Replacement in Finance Area	FA	30,000	-
		<u>\$ 417,000</u>	<u>\$ 677,500</u>

<b>Acct #543060</b>	<b>DEPT</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Station #4 - Locker Replacement	FIRE	\$ -	\$ 57,600
Remodel Women's Restroom at Municipal Services Yard	Facilities	40,000	25,000
Station #2 - Bathroom Refurbishment (Carryover)	FIRE	22,500	22,500
Fire Headquarters/Offices - Remove Wallpaper, Re-Texture and Paint (Carryover)	FIRE	34,500	34,500
Station Two Equipment/Workout Building (Carryover)	FIRE	100,000	100,000
Station #4 - Bathroom Refurbishment (Carryover Plus)	FIRE	28,500	87,500
Fire Headquarters/Offices - Cubicle/Office - Replacement- Reconfiguration (Carryover Plus)	FIRE	73,800	94,200
		<u>\$ 299,300</u>	<u>\$ 421,300</u>

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

Acct #573400	DEPT	FY 2022-23	FY 2023-24
Lobby Area Furniture	CM	\$ -	\$ 10,000
Server Room- UPS Replacement	FA	-	100,000
GVNC South Entrance Lobby Awning	CS Fam	-	20,000
Heritage Park Café Pergola Replacement	CS Fam	-	50,000
New Workstations, Computers, and Office Reconfiguration of Heritage Park Office	CS Fam	-	25,000
GVNC AV Facility Replacement (Pio Pico & Ontiveros Room)	CS Fam	-	75,000
ADA Improvements at GVNC (assisted doors)- Men's Restroom	CS Fam	-	10,000
Motorola Two Way Radios w/ lapel mic., earpiece, and charging station (32qty)	CS Fam/Rec	-	28,000
New Workstation for Library WorkRoom	CS Lib	-	14,000
SCBA Pack/Cylinder Replacement (NFPA Required)	FIRE	-	1,225,000
Furniture/Equipment	PW	-	150,000
Walk Behind Concrete Saw	Fleet	-	6,000
Tow Behind Concrete Mixer	Fleet	-	6,000
Sewer Camera Inspection	Streets	-	12,500
Ditch Witch Trencher with a Trailer	Traffic Signal	-	30,000
Mud Mixer	Traffic Signal	-	5,000
Upgrade In-ground vehicle lifts, overhead hose reels, and In-ground storage tanks	Fleet	-	500,000
Repurpose Well #4 to storage City generated Haz Mat (Carryover)	Facilities	40,000	30,000
New tables for Aquatic Center (Carryover)	CS Rec	5,000	5,000
Furniture (City Clerk) (Carryover)	CM	16,000	16,000
Citywide Server Upgrade (Carryover)	FA	150,000	150,000
SCBA Req'd Cylinder Replacement (NFPA Req'd) (Carryover)	FIRE	15,000	15,000
Handheld Meter Reader Devices (Carryover)	Water	20,000	20,000
Furniture/Equipment (Carryover)	PLNG	60,000	100,000
Police Worn Body Cameras (Carryover)	PS	250,000	250,000
Security Camera Heritage Park Train Depot (Carryover Plus)	CS Fam	2,500	5,000
Upgrades to TCH AV Equipment (3 rooms) (Carryover Plus)	CS Rec	20,000	60,000
Lighting Software for Little Lake Park Fields (Carryover (Plus)	CS Rec	8,000	10,000
Lighting Software for Lake Center Athletic park (Carryover Plus)	CS Rec	16,000	18,000
Replacement of Large Format Printer	FA	25,000	-
Self-Guided Audio Tour Application and Signage - Heritage Park	CS Fam	7,500	-
Additional Crowd Control Barriers & Custom Trailer (30qty)	CS Fam	8,500	-
GVNC Commercial Coffee Maker Replacements (2qty)	CS Fam	2,000	-
Furniture for the Bride and Groom Rooms at Clarke Estate	CS Fam	5,000	-
Motorola Two Way Radios w/ lapel mic., earpiece, and charging station (27qty)	CS Fam/Rec	14,000	-
Garden Gate (Convert sliding gate into automatic gate with keypad)	CS Rec	30,000	-
Golf Cart for Los Nietos Park and Special Events	CS Rec	12,000	-
Kitchen Appliances for TCH	CS Rec	12,000	-
Stage Panels, Riser and Cart	CS Rec	10,000	-
Lecterns for TCH, CE and Events	CS Rec	4,800	-
Ice Machine for BWC	CS Rec	4,000	-
Stove at BWC	CS Rec	4,500	-
New Workstations at Town Center Hall	CS Rec	15,000	-
Portable PA System	CS Rec	4,000	-
Shades for Doors at Town Center Hall	CS Rec	2,800	-
Laptops for PRS Facilities	CS Rec	6,000	-
Furniture for Conversion of a Study Room into an Office	CS Lib	3,000	-
Library Information Center	CS Lib	9,000	-
Library Security Gates (including Software)	CS Lib	23,000	-
4 Post Surface lift (18,000 lb Capacity) with 194" Wheelbase	Fleet	30,000	-
6 Portable Column Lift 108,000 Capacity	Fleet	85,000	-
Hydraulic Breaker attachment for new Case Backhoe	Streets	15,000	-
Hydraulic Thumb Attachment for new Case Loader	Grounds	15,000	-
Electronic Message Boards (replace 2 existing non working)	Streets	35,000	-
Portable Generators (5-one for each City)	Signals	25,000	-
Radar Trailers	PS	40,000	-
		\$ 1,049,600	\$ 2,945,500



**Non-Recurring - Department Detail**

<b>General Government</b>	<b>DEPT</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Furniture for Lobby Area	CM	\$ -	\$ 10,000
Recodification for Municipal Codes (Carryover)	CM	9,000	9,000
Furniture (City Clerk) (Carryover)	CM	16,000	16,000
TCH Plaza Outdoor Holiday Décor (Reclassified to Public Works)	CM	40,000	-
		<u>\$ 65,000</u>	<u>\$ 35,000</u>

<b>Community Services</b>	<b>DEPT</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Motorola Two Way Radios w/ lapel mic., earpiece, and charging station (32qty)	CS Fam/Rec	\$ -	\$ 28,000
GVNC South Entrance Lobby Awning	CS Fam	-	20,000
Heritage Park Café Pergola Replacement	CS Fam	-	50,000
New Workstations, Computers, and Office Reconfiguration of Heritage Park Office	CS Fam	-	25,000
GVNC AV Facility Replacement (Pio Pico & Ontiveros Room)	CS Fam	-	75,000
ADA Improvements at GVNC (assisted doors)- Men's Restroom	CS Fam	-	10,000
New Workstations for Library WorkRoom	CS Lib	-	14,000
Bench for Children's Area	CS Lib	-	2,500
Carpet & Flooring at Town Center Hall	CS Rec	-	50,000
Paint Interior of Town Center Hall	CS Rec	-	50,000
Teen Lounge Kitchen Remodel	CS Rec	-	25,000
New Cabinets in TCH Storage Room	CS Rec	-	15,000
Locking Mechanisms for Park bathrooms	CS Rec	-	10,000
New tables for Aquatic Center (Carryover)	CS Rec	5,000	5,000
Upgrades to TCH AV Equipment (3 rooms) (Carryover Plus)	CS Rec	20,000	60,000
Lighting Software for Little Lake Park Fields (Carryover Plus)	CS Rec	8,000	10,000
Lighting Software for Lake Center Athletic park ( Carryover Plus)	CS Rec	16,000	18,000
Security Camera Heritage Park Train Depot (Carryover Plus)	CS Fam	2,500	5,000
ADA Improvements at GVNC (assisted doors) - Women's Restroom	CS Fam	10,000	-
Self-Guided Audio Tour Application and Signage - Heritage Park	CS Fam	7,500	-
Additional Crowd Control Barriers & Custom Trailer (30qty)	CS Fam	8,500	-
GVNC Commercial Coffee Maker Replacements (2ty)	CS Fam	2,000	-
GVNC Storage & Pantry Shelving/Hanger Installation	CS Fam	4,500	-
Furniture for the Bride and Groom Rooms at Clarke Estate	CS Fam	5,000	-
Furniture for Conversion of a Study Room into an Office	CS Lib	3,000	-
Library Information Center	CS Lib	9,000	-
Library Security Gates (including Software)	CS Lib	23,000	-
Motorola Two Way Radios w/ lapel mic., earpiece, and charging station (18qty)	CS Fam/Rec	14,000	-
Golf Cart for Los Nietos Park and Special Events	CS Rec	12,000	-
Garden Gate (Convert sliding gate into automatic gate with keypad)	CS Rec	30,000	-
Kitchen Appliances for TCH	CS Rec	12,000	-
Stage Panels, Riser and Cart	CS Rec	10,000	-
Lecterns for TCH, CE and Events	CS Rec	4,800	-
Ice Machine for BWC	CS Rec	4,000	-
Stove at BWC	CS Rec	4,500	-
Wayfinding Signage at Town Center Plaza	CS Rec	3,500	-
New Workstations at Town Center Hall	CS Rec	15,000	-
Portable PA System	CS Rec	4,000	-
Shades for Doors at Town Center Hall	CS Rec	2,800	-
Laptops for PRS Facilities	CS Rec	6,000	-
		<u>\$ 246,600</u>	<u>\$ 472,500</u>

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

<b>Finance &amp; Administrative Services</b>	<b>DEPT</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Server Room- UPS Replacement	FA	\$ -	\$ 100,000
Citywide Computer Replacement	FA	50,000	60,000
Window-Blinds (carryover from mid-year)	FA	-	35,000
City Hall Break-Room Remodel	FA	-	30,000
Citywide Server Upgrade (Carryover)	FA	150,000	150,000
Citywide Vmware Licensing (Carryover)	FA	30,000	30,000
Policies & Procedures Manual/MOU Review (Carryover)	FA	60,000	60,000
IT Security Assessment (Carryover)	FA	50,000	50,000
Class and Compensation Study (Carryover Plus)	FA	60,000	100,000
Citywide Microsoft Office Upgrade	FA	50,000	-
Replacement of Large Format Printer	FA	25,000	-
Carpet Replacement in Finance Area	FA	30,000	-
Citywide Microsoft Exchange Upgrade	FA	50,000	-
		<u>\$ 555,000</u>	<u>\$ 615,000</u>

<b>Fire</b>	<b>DEPT</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
SCBA Pack/Cylinder Replacement (NFPA Required)	FIRE	\$ -	\$ 1,225,000
Station #4 - Remove Wallpaper, Retexture and Paint	FIRE	-	17,500
Station #4 - Carpet and Tile Replacement	FIRE	-	34,000
Station #4 - Office Furniture Replacement	FIRE	-	22,000
Station #4 - Locker Replacement	FIRE	-	57,600
Emergency Preparedness Materials	FIRE	-	10,000
SCBA Req'd Cylinder Replacement (NFPA Req'd) (Carryover)	FIRE	15,000	15,000
Fire Headquarters/Offices - Remove Wallpaper, Re-Texture and Paint (Carryover)	FIRE	34,500	34,500
Station #2 - Bathroom Refurbishment (Carryover)	FIRE	22,500	22,500
Station Two Equipment/Workout Building (Carryover)	FIRE	100,000	100,000
Station #4 - Bathroom Refurbishment (Carryover Plus)	FIRE	28,500	87,500
Fire Headquarters/Offices - Cubicle/Office - Replacement- Reconfiguration (Carryover Plus)	FIRE	73,800	94,200
Hazardous Material Monitor Replacement and Mtc	FIRE	20,000	20,000
Environmental Clean-ups	FIRE	20,000	20,000
		<u>\$ 314,300</u>	<u>\$ 1,759,800</u>

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

<b>Public Works</b>	<b>DEPT</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Remodel Women's Restroom at Municipal Services Yard	Facilities	\$ 40,000	\$ 25,000
Furniture/Equipment	PW	-	150,000
TCH Plaza Outdoor Holiday Décor ( <b>Moved from General Government</b> )	Facilities	-	75,000
Walk Behind Concrete Saw	Fleet	-	6,000
Tow Behind Concrete Mixer	Fleet	-	6,000
Sewer Camera Inspection	Streets	-	12,500
Ditch Witch Trencher with a Trailer	Traffic Signal	-	30,000
Mud Mixer	Traffic Signal	-	5,000
Replace 500 Ball Diamond fixtures with LED equivalent Ball Diamond fixtures	Electrical	-	500,000
Upgrade In-ground vehicle lifts, overhead hose reels, and In-ground storage tanks	Fleet	-	500,000
Engine/Pump Replacement	Water	-	110,000
Repurpose Well #4 to storage City generated Haz Mat (Carryover)	Facilities	40,000	30,000
Handheld Meter Reader Devices (Carryover)	Water	20,000	20,000
Portable Generators (5-one for each City)	Signals	25,000	-
4 Post Surface lift (18,000 lb Capacity) with 194" Wheelbase (includes installation)	Fleet	30,000	-
6 Portable Column Lift 108,000 Capacity	Fleet	85,000	-
Hydraulic Breaker attachment for new Case Backhoe	Streets	15,000	-
Hydraulic Thumb Attachment for new Case Loader	Grounds	15,000	-
Electronic Message Boards (replace 2 existing non working)	Streets	35,000	-
		<u>\$ 305,000</u>	<u>\$ 1,469,500</u>

<b>Police Services</b>	<b>DEPT</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Local Hazard Mitigation Plan Update	PS	\$ -	\$ 100,000
Police Rifles and Racks	PS	-	75,000
Police Helmets	PS	-	20,000
Design for Bullet Resistant Glass - Front Counter PSC	PS	-	25,000
Police Worn Body Cameras (Carryover)	PS	250,000	250,000
Radar Trailers	PS	40,000	-
		<u>\$ 290,000</u>	<u>\$ 470,000</u>

<b>Planning</b>	<b>DEPT</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Evaluation of CRIA	PLNG	\$ 40,000	\$ 40,000
Furniture/Equipment (Carryover Plus)	PLNG	60,000	100,000
		<u>\$ 100,000</u>	<u>\$ 140,000</u>

# EQUIPMENT REPLACEMENT & FUND TRANSFERS





# EQUIPMENT ACQUISITION & FUND TRANSFERS

The Equipment Acquisition & Fund Transfers activity contains detailed information regarding the replacement of City vehicles and equipment as well as the transfer from the City's General Fund to the Utility Users' Tax Capital Improvement Fund. Included in this section of the budget is a detailed activity budget sheet along with a vehicle replacement schedule.



## Vehicle Acquisition and Replacement (10800000)

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24	
573450	Vehicle/Equipment	\$ 1,270,247	\$ 389,127	\$ 2,415,000	\$ 1,515,000	*
	Total Maintenance and Operations	1,270,247	389,127	2,415,000	1,515,000	
812000	Sale of Property	(30,710)	(53,995)	(20,000)	-	
812445	Trans from AQMD Fund	(93,179)	-	-	(117,000)	**
815010	Trans from Water Utility	-	-	-	(423,500)	
816090	Trans from Equipment Replacement Fund	(1,146,358)	(303,032)	(175,000)	(974,500)	
470080	Proceeds from Insurance	-	(32,100)	-	-	
470060	Proceeds from Borrowing	-	-	(2,220,000)	-	
	Total Applied Revenues	(1,270,247)	(389,127)	(2,415,000)	(1,515,000)	
	<b>- Activity Total -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	

\* Additional detail on following page(s)

\*\* - AQMD funded purchases will be budgeted and paid for directly out of the AQMD Fund

FY 2023-24 Vehicle Replacement Schedule					
Vehicle #	Exist Year/ Make/ Model	Department	Section	Replace Make/ Model	Amount
#482	1998 Ford Passenger Van	Public Works	Transportation	Ford E Transit 15 Passenger	\$ 117,000
#701	2014 Ford F550 Aerial	Public Works	Signals	Ford F550 35' Aerial Truck	230,500
#690	2011 Chevrolet 1500	Public Works	Water	Ford F150 Lightning (All Electric)	74,000
#705	2015 Ford F150	Public Works	Water	Ford F150 Lightning (All Electric)	74,000
#703	2014 Chevrolet 1500	Public Works	Signals	Ford F150 Lightning (All Electric)	74,000
#664	2007 Ford F150 Long Bed	Comm Services	Recreation	Ford F150 W/8'bed	54,000
#656	2008 Ford F250 Utility Body	Public Works	Water	Ford F250 Utility Body	55,500
	New Vehicle	Comm Services	Recreation	Club Car Carryall	34,000
	New Vehicle	Police	Code Enforcement	Ford Ranger	37,500
#510	2011 Ford Crown Victoria	Police	Patrol	23/24 Ford Explorer Utility (Hybrid)	77,500
#527	2015 Ford Explorer Utility PPV	Police	Patrol	23/24 Ford Explorer Utility (Hybrid)	77,500
#529	2017 Ford Explorer Utility PPV	Police	Patrol	23/24 Ford Explorer Utility (Hybrid)	77,500
#563	2013 Ford Explorer	Police	PSO	23/24 Ford Explorer Utility (Hybrid)	68,000
#568	2015 Ford Explorer	Police	PSO	23/24 Ford Explorer Utility (Hybrid)	68,000
#569	2015 Ford Explorer	Police	PSO	23/24 Ford Explorer Utility (Hybrid)	68,000
#555	2015 Honda Motorcycle	Police	TrafficPatrol	BMW R125RT-P	40,000
#539	2014 Chevrolet Tahoe	Police	Patrol	23/24 Ford F150 Pursuit	68,000
#640	2006 Ford Super- Duty F-350	Public Works	Water	Ford F550 Value Service Body	220,000
TOTAL					\$ 1,515,000

### Interfund Transfers (1010)

#### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
820000	Transfer to Capital Projects	\$ 7,800,000	\$ 11,800,000	\$ 2,800,000	\$ 2,800,000
820000	Transfer to General Equipment Fund	2,000,000	1,000,000	-	-
820000	Transfer to Employee Benefits Fund	<u>1,200,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<b>- Activity Total -</b>	<u>\$ 11,000,000</u>	<u>\$ 12,800,000</u>	<u>\$ 2,800,000</u>	<u>\$ 2,800,000</u>



# CAPITAL IMPROVEMENT PLAN



# CAPITAL IMPROVEMENT PLAN

The City's Capital Improvement Plan (CIP) consists of short-range (3-5 years) capital projects selected by the City Council CIP Subcommittee and approved by the City Council. Capital expenditures are funding invested to acquire or maintain fixed assets, such as, land, buildings, streets and equipment. The current 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. The funding derives from the City Council designated allocation of 1.5% of the City's 5% Utility Users' Tax;
- b) Various transportation funds;
- c) The City's Water Capital Fund; and
- d) Bond proceeds 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 Projects - Administration (41544210)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Adopted FY 2023-24
510010	PW Adm - Regular Salaries	\$ 74,542	\$ 82,667	\$ 92,100	\$ 112,000
510020	PW Adm - PT Salaries	5,374	1,603	7,400	8,000
512310	PW Adm - Applied Benefits	133,865	172,188	163,000	156,500
512320	PW Adm - PT Applied Benefits	413	207	1,200	1,500
	Total Salaries and Benefits	214,194	256,665	263,700	278,000
542050	Contractual Services	61,487	185,049	85,000	120,000
	Total Maintenance and Operations	61,487	185,049	85,000	120,000
	<b>- Activity Total -</b>	<b>\$ 275,681</b>	<b>\$ 441,714</b>	<b>\$ 348,700</b>	<b>\$ 398,000</b>

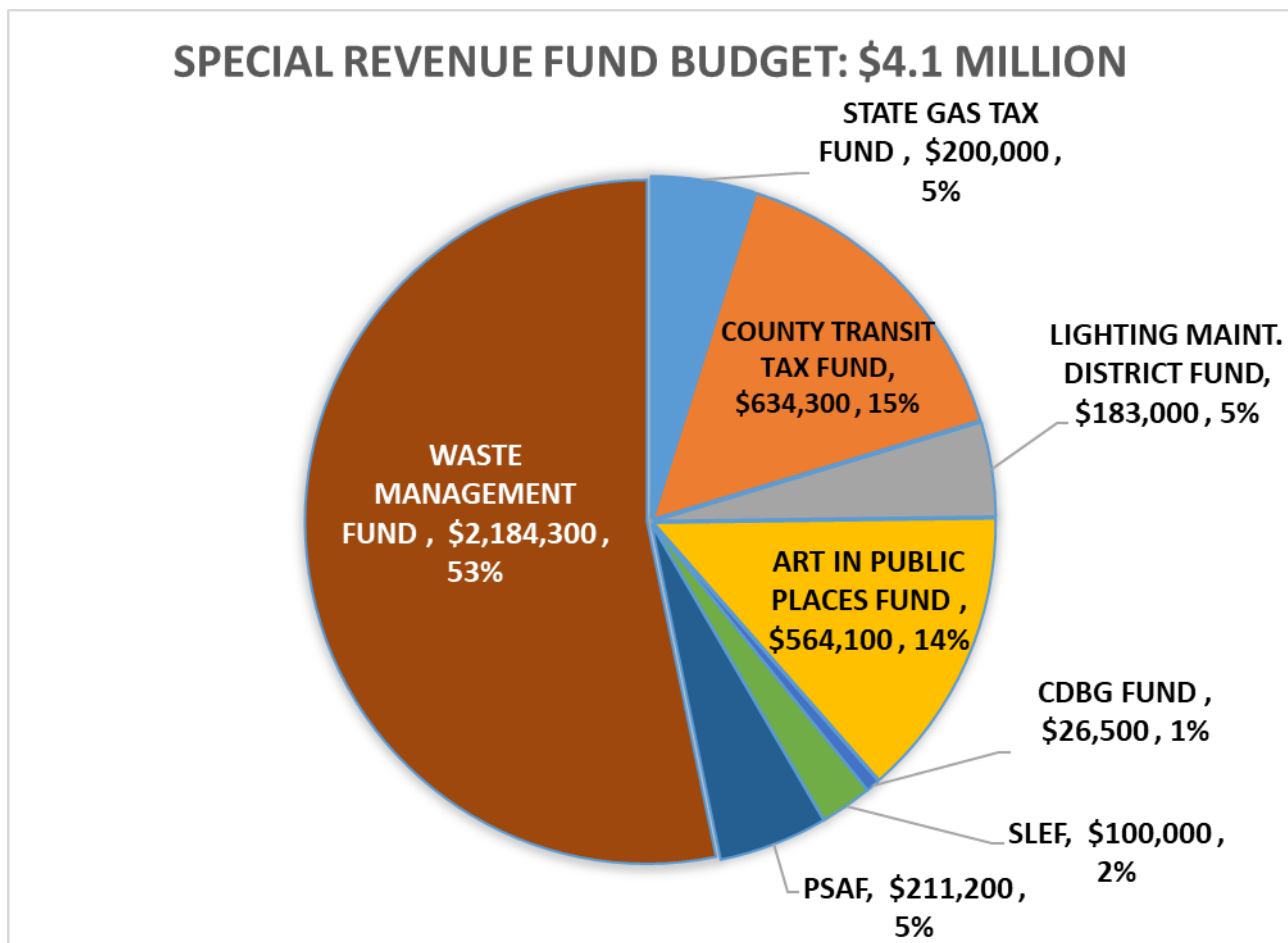
# SPECIAL REVENUE FUNDS



## SPECIAL REVENUE FUNDS

Special Revenue funds are monies that can only be used for certain specific purposes as defined by law or administrative action. Allocation of funds will have a series of guidelines the recipient (the City) must follow. Most Special Revenue funds are either grants from county, state and federal governments designed for a variety of purposes from public safety to transportation funds, or to account for funds expended under specific purposes such as the Waste Management fund. The funding from these funds help offset eligible expenditures incurred within the General Fund activities. The City has a total of fourteen Special Revenue funds, but not all have budgeted expenses for FY 2023-24.

All Special Revenue funds are grouped as a larger component of the larger Total City Budget. As a whole, the Special Revenue funds, represent a total of 5.9% or \$4.1 million of the Citywide operating budget. More than half of the special revenue budget is allocated to the Waste Management activities followed by County Transit funds (15%), such as, Proposition A, and the Art in Public Places fund (14%), which helps offset the expenditures associated with running the Public Art & Art Education program.



# Special Revenue Funds

## Sources and Uses of Funds



### Fiscal Year 2023-2024 Proposed Budget

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 Ctr Parking Lot Fund
Beginning Fund Balance	\$ 806,900	\$ 767,500	\$ 2,503,300	\$ 213,500	\$ 1,199,500	\$ 183,000	\$ 41,000
<b>Sources</b>							
Estimated Revenues	535,500	463,800	1,711,700	195,000	300,000	-	-
<b>Uses</b>							
Transfer to General Fund*	200,000	-	634,300	183,000	564,100	-	-
Transfer to CIP	442,800	-	1,646,100	-	-	-	-
Program Expenditures	-	-	-	-	-	-	-
Total Uses	642,800	-	2,280,400	183,000	564,100	-	-
Surplus / (Deficit)	(107,300)	463,800	(568,700)	12,000	(264,100)	-	-
<b>Ending Fund Balance</b>	<b>\$ 699,600</b>	<b>\$ 1,231,300</b>	<b>\$ 1,934,600</b>	<b>\$ 225,500</b>	<b>\$ 935,400</b>	<b>\$ 183,000</b>	<b>\$ 41,000</b>

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



# Special Revenue Funds

## Sources and Uses of Funds



### Fiscal Year 2023-2024 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	Heritage Springs Street Maintenance District
Beginning Fund Balance	\$ -	\$ 243,400	\$ -	\$ -	\$ 1,282,700	\$ 4,430,700	\$ 223,300
<b>Sources</b>							
Estimated Revenues	26,500	22,000	100,000	211,200	2,000,000	2,500,000	-
<b>Uses</b>							
Transfer to General Fund*	26,500	-	100,000	211,200	2,184,300	-	-
Transfer to CIP	-	-	-	-	-	4,028,000	-
Program Expenditures	-	119,100	-	-	-	-	-
Total Uses	26,500	119,100	100,000	211,200	2,184,300	4,028,000	-
Surplus / (Deficit)	-	(97,100)	-	-	(184,300)	(1,528,000)	-
Ending Fund Balance	\$ -	\$ 146,300	\$ -	\$ -	\$ 1,098,400	\$ 2,902,700	\$ 223,300

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

# State Gas Tax (2401)

## Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
820000	Transfer to General Street Maintenance	\$ 200,000	\$ 283,079	\$ 200,000	\$ 200,000
820050	Transfer to CIP	-	-	-	442,800
	Total Maintenance and Operations	200,000	283,079	200,000	642,800
442010	State Gasoline Taxes	(411,717)	(428,811)	(529,200)	(535,500)
	Total Applied Revenues	(411,717)	(428,811)	(529,200)	(535,500)
	- Activity Total -	\$ (211,717)	\$ (145,731)	\$ (329,200)	\$ 107,300



**County Transit Tax Funds (Measures M & R, and Prop A & C)(2410-2427)**  
**Activity Detail**

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
820000	Transfer to Transit Services	\$ 382,957	\$ 333,371	\$ 534,400	\$ 634,300
820050	Transfer to CIP	<u>685,900</u>	<u>-</u>	<u>-</u>	<u>1,646,100</u>
	Total Maintenance and Operations	1,068,857	333,371	534,400	2,280,400
443000	OP - County Funding	<u>(1,160,388)</u>	<u>(1,457,790)</u>	<u>(1,200,000)</u>	<u>(1,711,700)</u>
	Total Applied Revenues	(1,160,388)	(1,457,790)	(1,200,000)	(1,711,700)
	<b>- Activity Total -</b>	<u>\$ (91,531)</u>	<u>\$ (1,124,419)</u>	<u>\$ (665,600)</u>	<u>\$ 568,700</u>

# Lighting Maintenance District Fund (2430)

## Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
820000	Transfer to Traffic Signals Maintenance	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000
820000	Transfer to Street Lighting	<u>176,000</u>	<u>176,000</u>	<u>176,000</u>	<u>176,000</u>
	Total Maintenance and Operations	183,000	183,000	183,000	183,000
441000	OP - City Funding	<u>(196,510)</u>	<u>(194,062)</u>	<u>(195,000)</u>	<u>(195,000)</u>
	Total Applied Revenues	(196,510)	(194,062)	(195,000)	(195,000)
	- Activity Total -	<u>\$ (13,510)</u>	<u>\$ (11,062)</u>	<u>\$ (12,000)</u>	<u>\$ (12,000)</u>

**Art in Public Places Fund (2510)**  
Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
820000	Transfer to Sculpture Gardens Activity	\$ 87,400	\$ 100,200	\$ 100,100	\$ 100,100
820000	Transfer to Public Art & Education Activity	<u>232,517</u>	<u>340,579</u>	<u>385,400</u>	<u>464,000</u>
	Total Maintenance and Operations	319,917	440,779	485,500	564,100
430100	Contribution - Individual	<u>(352,551)</u>	<u>(669,055)</u>	<u>(300,000)</u>	<u>(300,000)</u>
	Total Applied Revenues	(352,551)	(669,055)	(300,000)	(300,000)
	- Activity Total -	<u>\$ (32,634)</u>	<u>\$ (228,276)</u>	<u>\$ 185,500</u>	<u>\$ 264,100</u>

# CDBG Teen Program (23105425)

## Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510020	CS Rec - PT Salaries	\$ 26,753	\$ 25,706	\$ 16,500	\$ 26,500
	Total Salaries and Benefits	26,753	25,706	16,500	26,500
444000	OP - Federal Funding	(26,753)	(25,706)	(16,500)	(26,500)
	Total Applied Revenues	(26,753)	(25,706)	(16,500)	(26,500)
	- Activity Total -	\$ -	\$ -	\$ -	\$ -

## Air Quality Improvement Fund (2445)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
544020	Intergovernmental Charges (Go Rio)	\$ -	\$ -	\$ -	\$ 2,100
573450	CO - Vehicles	-	-	-	117,000
	Total Maintenance and Operations	-	-	-	119,100
442000	OP - State Funding	(23,889)	(23,129)	(20,000)	(22,000)
	Total Applied Revenues	(23,889)	(23,129)	(20,000)	(22,000)
	<b>- Activity Total -</b>	<b>\$ (23,889)</b>	<b>\$ (23,129)</b>	<b>\$ (20,000)</b>	<b>\$ 97,100</b>

\* See additional details below

Acct #573450	DEPT	FY 2022-23	FY 2023-24
Veh #482 Ford E Transit 15 Passenger (Carryforward)	Transportation	\$ 117,000	\$ 117,000
		\$ 117,000	\$ 117,000

## Supplemental Law Enforcement Services Fund (2203)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
820000	Transfer to Contract Patrol Activity	\$ 203,020	\$ 100,000	\$ 100,000	\$ 100,000
	Total Maintenance and Operations	203,020	100,000	100,000	100,000
442000	OP - State Funding	(161,285)	(165,271)	(150,000)	(100,000)
	Total Applied Revenues	(161,285)	(165,271)	(150,000)	(100,000)
	<b>- Activity Total -</b>	<b>\$ 41,735</b>	<b>\$ (65,271)</b>	<b>\$ (50,000)</b>	<b>\$ -</b>

**Public Safety Augmentation Fund (2202)**  
Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
820000	Transfer to Fire Suppression Activity	\$ 122,138	\$ 139,565	\$ 110,000	\$ 110,000
820000	Transfer to Contract Patrol Activity	<u>84,875</u>	<u>97,061</u>	<u>76,500</u>	<u>101,200</u>
	Total Maintenance and Operations	207,013	236,626	186,500	211,200
411030	Proposition 172 Sales Tax	<u>(207,013)</u>	<u>(236,626)</u>	<u>(186,500)</u>	<u>(211,200)</u>
	Total Applied Revenues	(207,013)	(236,626)	(186,500)	(211,200)
	- Activity Total -	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**Waste Management Fund (1040)**  
**Activity Detail**

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2022-23
820000	Transfer to General Street Maint. Activity	\$ 12,500	\$ 12,500	\$ 12,500	\$ 12,500
820000	Transfer to Tree Maintenance Activity	450,596	426,519	530,400	508,000
820000	Transfer to Landscape Maint. Activity	17,400	17,400	17,400	17,400
820000	Transfer to NPDES Activity	6,000	6,000	6,000	6,000
820000	Transfer to Waste Management Activity	1,391,656	1,497,817	1,443,000	1,623,500
820000	Transfer to Community Promotion Activity	15,000	15,000	15,000	15,000
820000	Transfer to Non-Recurring Activity	<u>1,201</u>	<u>-</u>	<u>1,900</u>	<u>1,900</u>
	Total Maintenance and Operations	1,894,353	1,975,236	2,026,200	2,184,300
421001	Rubbish Surcharge	<u>(2,148,482)</u>	<u>(2,170,951)</u>	<u>(1,900,000)</u>	<u>(2,000,000)</u>
	Total Applied Revenues	(2,148,482)	(2,170,951)	(1,900,000)	(2,000,000)
	<b>- Activity Total -</b>	<u>\$ (254,129)</u>	<u>\$ (195,715)</u>	<u>\$ 126,200</u>	<u>\$ 184,300</u>



**Measure W Stormwater Municipal Fund (2428)**  
**Activity Detail**

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
820050	Transfer to CIP	\$ -	\$ -	\$ -	\$ 4,028,000
	Total Maintenance and Operations	-	-	-	4,028,000
442000	OP - State Funding	(1,430,662)	(1,440,635)	(1,400,000)	(2,500,000)
	Total Applied Revenues	(1,430,662)	(1,440,635)	(1,400,000)	(2,500,000)
	<b>- Activity Total -</b>	<u>\$ (1,430,662)</u>	<u>\$ (1,440,635)</u>	<u>\$ (1,400,000)</u>	<u>\$ 1,528,000</u>

# WATER UTILITY SERVICES



## WATER UTILITY FUND

The City's Water Utility Fund is the only Enterprise Fund the City operates. Enterprise Funds account for activities that the City operates like business enterprises. In these situations, the City acts as a municipal corporation to recover the costs of providing certain types of services primarily through user charges. These costs include operating expenses and the capital cost of maintaining, replacing, upgrading and adding to the capital inventory of the fund.

The Enterprise Fund is an independent budget with its own revenue and expenditure accounts. The Water Utility Fund, as the only Enterprise Fund, is a component of the larger total City budget. The General Fund captures transfers from the Water Utility Fund in connection with water billing and other services provided.

The Water Enterprise provides water services to the residential and commercial segments of the City. This fund pays for operating costs such as the purchase of water from outside sources, water billing functions and the capital costs of maintaining and upgrading the City's water distribution system. Water revenue comes primarily from the City's 6,500 water accounts that are charged for water usage. The Water Utility Fund budget of \$17.0 million accounts for approximately 19% of the total citywide budget for FY 2022-23.

Although the City Council approved new phased in water rates beginning June 1, 2020, over the last several years, there has been a continuing need for Capital Improvement Projects related to the source of water to aid in stabilizing the growing cost of water from outside sources. The cost to have an operating well in both of the City's water zones is expected to be approximately \$10 million. Other options for water supply sources are also being considered, but all come with a capital investment requirement.

The proposed budget for FY 2022-23 has an approximate \$400,000 budget surplus, primarily due to increased revenues as a result of the new water rates. Total revenues are expected to increase by \$1.2 million, while expenditures are expected to increase by approximately \$1.8 million or 12.0%. The proposed budget includes a recommendation to transfer the budget surplus into the Water CIP Reserve in order to start accumulating funding to explore alternative and reliable water sources.



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

**WATER PURCHASES:** 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.

**BILLING & COLLECTION:** The Billing and Collection activity oversees the water meter reading and invoicing function. The activity includes management of the water meter reading. Staff generates bills to the water customers based on the reads. The activity is responsible for processing bills, receiving payments and taking customer service calls.

**BACKFLOW:** The Backflow activity is responsible for the maintenance of City-owned backflow devices and regulating the integrity of privately-owned devices. The most important tasks include: Testing of customer, County, and City backflow devices on an annual basis unless devices show a routine habit of failing and then are tested on a six month cycle; Cross connection inspections inside buildings and on construction sites that have a combination of potable, industrial, and reclaimed water. This is usually performed in conjunction with the L.A. Co. Department of Health Services; and, monthly notifications to customers of the need for their device to be tested.

**DISTRIBUTION SYSTEM MAINT.:** 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.



**PRODUCTION FACILITIES MAINTENANCE:** 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.

**DEBT SERVICE:** The Debt Service activity accounts for the current payments due on debt issued by the Water Utility.

**INTERFUND TRANSFERS:** The Interfund Transfers activity accounts for the transfers of the Water Fund to other City Funds.



# Water Utility

## Sources and Uses of Funds

### FY 2023-24 Proposed Budget

Activity Name	Actual	Actual	Adopted	Proposed	Adopted FY 23-24 vs. Adopted FY 22-23 Variance	
	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	\$	%
<b>Sources</b>						
Estimated General Revenues	\$ 14,525,340	\$ 15,809,351	\$ 16,966,100	\$ 16,675,100	(291,000)	-1.7%
<b>Uses</b>						
Department Expenditures	13,366,095	12,867,882	16,527,600	16,827,500	299,900	1.8%
Capital Improvement Projects	<u>600,000</u>	<u>3,094,300</u>	<u>438,500</u>	<u>-</u>	<u>(438,500)</u>	<u>-100.0%</u>
Total Uses	<u>13,966,095</u>	<u>15,962,182</u>	<u>16,966,100</u>	<u>16,827,500</u>	<u>(138,600)</u>	<u>-0.8%</u>
Surplus / (Deficit)	<u>\$ 559,245</u>	<u>\$ (152,831)</u>	<u>\$ -</u>	<u>\$ (152,400)</u>	<u>\$ (152,400)</u>	<u>-</u>

# Water Utility

## FY 2023-24 Proposed Budget

### Department Summary

Activity		Actual	Actual	Adopted	Proposed
Number	Name	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
50104499	Administration	\$ 1,227,553	\$ 1,129,854	\$ 1,577,900	\$ 1,435,500
50442000	Water Purchases	7,539,201	6,962,310	8,131,500	8,142,600
50442500	Billing and Collection	1,079,882	1,016,679	1,525,200	1,481,200
50442501	Backflow	257,547	144,187	393,600	378,400
50443001	Distribution System Maintenance	1,383,604	1,230,758	1,795,300	1,804,100
50443002	Production Facilities Maintenance	803,290	707,650	1,234,200	1,192,300
50443500	Debt Service	520,594	522,635	493,600	496,100
5010	Interfund Transfers	1,154,424	1,153,809	1,376,300	1,897,300
Department Totals		<u>\$ 13,966,095</u>	<u>\$ 12,867,882</u>	<u>\$ 16,527,600</u>	<u>\$ 16,827,500</u>

# Water Utility Revenue Summary

Account	Revenue Source	Actuals FY 2020-21	Actuals FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24	FY 23-24 vs. FY 22-23 Variance	
						\$	%
421005	Metered Water Sales	14,430,501	15,623,941	16,900,000	16,600,000	(300,000)	-1.8%
415200	Interest Earnings	66,030	51,238	55,000	55,000	-	0.0%
415210	Realized Gain/Loss on Inves	-	7,917	-	-	-	NA
421010	Reconnection Fees	450	570	1,000	-	(1,000)	-100.0%
415300	Rentals	70	105	100	100	-	0.0%
444000	OP - Federal Funding	-	72,774	-	-	-	NA
415900	Other Revenue	28,289	52,807	10,000	20,000	10,000	100.0%
<b>Total Water Utility Fund</b>		<b>\$ 14,525,340</b>	<b>\$ 15,809,351</b>	<b>\$ 16,966,100</b>	<b>\$ 16,675,100</b>	<b>\$ (291,000)</b>	<b>-1.7%</b>



PUBLIC WORKS - WATER UTILITY					
Positions	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24
Utility Services Manager	1	1	1	1	1
Water Meter Reader	-	-	2	2	2
Water Utility Lead Worker	2	2	2	2	2
Water Utility Section Supervisor	1	1	1	1	1
Water Utility Worker	4	4	4	4	6
Water System Operator	2	2	2	2	2
Backflow & Cross Connection Specialist	-	-	-	-	1
<b>Total FT Positions</b>	<b>10</b>	<b>10</b>	<b>12</b>	<b>12</b>	<b>15</b>

**Part-Time Non-Benefitted Hours**

Total Number of Hours	5,424	5,424	1,664	1,664	1,664
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## Water Utility Administration (50104499)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actuals FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	CM - Regular Salaries	\$ 36,164	\$ 25,515	\$ 51,500	\$ 62,300
510010	FA - Regular Salaries	46,690	51,011	63,800	66,500
510010	PW Adm - Regular Salaries	134,726	154,237	168,100	189,700
510010	PW Mtc - Regular Salaries	39,047	38,642	36,200	62,600
510040	FA - OT Pay	65	67	-	-
510020	FA - PT Salaries	6,522	894	6,300	-
510020	PW Adm - PT Salaries	2,968	807	5,400	5,800
512010	GASB68 Pension Adjustment	(40,938)	(223,235)	-	-
512310	CM - Applied Benefits	46,833	32,311	73,100	79,200
512310	FA - Applied Benefits	66,413	82,056	103,600	102,500
512310	PW Adm - Applied Benefits	249,216	315,556	311,300	273,600
512310	PW Mtc - Applied Benefits	55,152	67,267	56,100	82,700
512320	FA - PT Applied Benefits	1,149	157	1,300	-
512320	PW Adm - PT Applied Benefits	228	153	1,300	1,700
	Total Salaries and Benefits	644,235	545,438	878,000	926,600
521000	Supplies	4,804	4,903	3,500	3,500
534000	Telephone	-	-	4,000	4,000
542010	Advertising	-	1,100	-	-
540030	Travel and Meetings	-	-	5,000	5,000
540010	Memberships	105	-	4,000	4,000
540020	Training - SFS University	-	-	7,000	7,000
542050	Contractual Services	42,743	45,650	57,500	57,500
541040	Liability Insurance	66,327	68,833	77,500	77,500
544020	Intergovernmental Charges	96,281	90,776	146,000	148,000
591000	Overhead	362,058	362,154	384,400	191,400
592000	Equipment Usage	11,000	11,000	11,000	11,000
	Total Maintenance and Operations	583,318	584,416	699,900	508,900
	- Activity Total -	\$ 1,227,553	\$ 1,129,854	\$ 1,577,900	\$ 1,435,500

Additional detail on following page(s)

**Water Utility Administration (50104499) Account Number Detail**

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Subscriptions	\$ 500	\$ 500
Misc Supplies	<u>3,000</u>	<u>3,000</u>
	\$ 3,500	\$ 3,500

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Underground Service Alert (USA)	\$ 12,000	\$ 12,000
Telex Service	500	500
Material Safety Data Sheets (MSDS)	1,300	1,300
Water Utility Authority Meetings	9,000	9,000
Janitorial Services	9,700	9,700
Engineering Assistance	<u>25,000</u>	<u>25,000</u>
	\$ 57,500	\$ 57,500

<b>Acct #544020</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Watermaster Charges	\$ 8,500	\$ 8,500
Property Tax	8,000	8,000
Health Dept Charges	10,000	10,000
Computer/Software Upgrades	2,000	2,000
Computer Usage	33,000	33,000
Operator Certification	2,500	2,500
Central Basin Water Association (CBWA)	12,000	12,000
Southeast Water Coalition Dues (SEWC)	10,000	10,000
Gateway Water Management Authority (GWMA)	15,000	15,000
Wide Area Network	11,000	11,000
AWWA Standards	1,400	1,400
AQMD Fees	1,000	3,000
SWRCB	<u>31,600</u>	<u>31,600</u>
	\$ 146,000	\$ 148,000

## Water Purchases (50442000)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	PW Mtc - Regular Salaries	\$ 17,806	\$ 16,151	\$ 16,800	\$ 27,000
512010	GASB68 Pension Adjustment	(2,892)	(13,346)	-	-
512310	PW Mtc - Applied Benefits	25,424	28,007	26,100	35,800
	Total Salaries and Benefits	40,338	30,812	42,900	62,800
544010	MWD Water Purchases	6,506,890	5,968,808	6,870,000	6,870,000
544015	Groundwater Purchases	968,749	942,258	1,200,000	1,200,000
591000	Overhead	22,924	20,132	18,300	9,500
592000	Equipment Usage	300	300	300	300
	Total Maintenance and Operations	7,498,863	6,931,498	8,088,600	8,079,800
	- Activity Total -	<u>\$ 7,539,201</u>	<u>\$ 6,962,310</u>	<u>\$ 8,131,500</u>	<u>\$ 8,142,600</u>

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Additional detail on following page(s)

**Water Purchases (50442000) Account Number Detail**

<b>Acct #544010</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
MWD Purchases	\$ 4,900,000	\$ 4,900,000
WQPP - City of Whittier	900,000	900,000
Reclaimed Water - CBMWD	1,000,000	1,000,000
Capacity and RTS Charges - CBMWD	70,000	70,000
	<u>\$ 6,870,000</u>	<u>\$ 6,870,000</u>

<b>Acct #544015</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
WRD - Replenishment Assessment	\$ 1,200,000	\$ 1,200,000
	<u>\$ 1,200,000</u>	<u>\$ 1,200,000</u>

## Billing and Collection (50442500)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	FA - Regular Salaries	\$ 166,339	\$ 148,918	\$ 190,100	\$ 194,600
510010	PW Mtc - Regular Salaries	30,857	53,890	112,800	134,800
510040	FA - OT Pay	522	1,787	5,000	5,000
510040	PW Mtc - OT Pay	693	373	2,000	2,000
510050	PW Mtc - PT OT Pay	386	-	3,000	3,000
510050	FA - PT OT Pay	-	135	-	-
510020	FA - PT Salaries	33,737	36,486	49,700	50,700
510020	PW Mtc - PT Salaries	24,937	29,253	17,000	17,100
512010	GASB68 Pension Adjustment	(31,510)	(168,016)	-	-
512310	FA - Applied Benefits	223,371	235,212	293,400	288,700
512310	PW Mtc - Applied Benefits	44,787	92,029	176,200	180,500
512320	FA - PT Applied Benefits	4,474	5,230	7,300	6,000
512320	PW Mtc - PT Applied Benefits	<u>3,666</u>	<u>2,625</u>	<u>5,700</u>	<u>5,900</u>
	Total Salaries and Benefits	502,259	437,922	862,200	888,300
521000	Supplies	1,663	412	5,000	5,000
542050	Contractual Services	169,589	175,746	184,000	284,000
544020	Intergovernmental Charges	125,000	125,000	125,000	125,000
591000	Overhead	286,116	291,634	362,000	191,900
592000	Equipment Usage	<u>7,000</u>	<u>7,000</u>	<u>7,000</u>	<u>7,000</u>
	Total Maintenance and Operations	589,368	599,792	683,000	612,900
470090	Miscellaneous Fees	<u>(11,745)</u>	<u>(21,035)</u>	<u>(20,000)</u>	<u>(20,000)</u>
	Total Applied Revenues	(11,745)	(21,035)	(20,000)	(20,000)
	- Activity Total -	<u>\$ 1,079,882</u>	<u>\$ 1,016,679</u>	<u>\$ 1,525,200</u>	<u>\$ 1,481,200</u>

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### Water Billing and Collection (50442500) Account Number Detail

Acct #542050	FY 2022-23	FY 2023-24
Postage	\$ 25,000	\$ 25,000
Printer Lease	9,000	9,000
Printer Usage Charge	8,000	8,000
Meter Reading Equip/Software Maintenance	4,000	4,000
Inserting Machine Maintenance	3,000	3,000
Online Utility Bill Payment	25,000	25,000
Credit Card Merchant Fee	110,000	110,000
Billing System Consultant	<u>-</u>	<u>100,000</u>
	\$ 184,000	\$ 284,000

## Backflow (50442501)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	PW Adm - Regular Salaries	\$ 14,271	\$ 12,570	\$ 22,400	\$ 23,100
510010	PW Mtc - Regular Salaries	45,911	25,087	70,700	94,900
510040	PW Eng - OT Pay	249	-	-	-
510040	PW Mtc - OT Pay	1,262	242	2,000	2,000
510050	PW Mtc - PT OT Pay	99	-	500	500
510020	PW Adm - PT Salaries	979	226	1,300	1,500
510020	PW Mtc - PT Salaries	4,535	4,007	2,600	2,600
512310	GASB68 Pension Adjustment	(12,327)	(31,230)	-	-
512310	PW Adm - Applied Benefits	26,666	25,854	42,300	34,300
512310	PW Mtc - Applied Benefits	73,376	40,886	112,500	129,700
512320	PW Adm - PT Applied Benefits	75	45	300	400
512320	PW Mtc - PT Applied Benefits	1,029	469	900	900
	Total Salaries and Benefits	156,125	78,156	255,500	289,900
521000	Supplies	19,108	6,967	20,000	20,000
540020	Training - SFS University	340	451	-	-
542050	Contractual Services	-	2,445	5,000	5,000
544020	Intergovernmental Charges	888	-	1,200	1,200
591000	Overhead	84,746	51,168	106,900	57,300
592000	Equipment Usage	5,000	5,000	5,000	5,000
	Total Maintenance and Operations	110,082	66,031	138,100	88,500
470090	Testing Fees	(8,660)	-	-	-
	Total Applied Revenues	(8,660)	-	-	-
	- Activity Total -	\$ 257,547	\$ 144,187	\$ 393,600	\$ 378,400

**Distribution System Maintenance (50443001)**  
**Activity Detail**

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	PW Adm - Regular Salaries	\$ 402	\$ -	\$ -	\$ 1,300
510010	PW Mtc - Regular Salaries	253,929	251,871	338,800	452,700
510040	PW Eng - OT Pay	569	-	500	500
510040	PW Mtc - OT Pay	23,174	23,633	30,000	35,000
510050	PW Mtc - PT OT Pay	2,064	1,166	3,000	3,000
510020	PW Mtc - PT Salaries	8,301	8,599	6,500	6,600
510060	PW Mtc - Standby Pay	17,004	17,420	20,000	20,000
512010	GASB68 Pension Adjustment	(77,177)	(208,627)	-	-
512310	PW Adm - Applied Benefits	-	-	-	1,900
512310	PW Mtc - Applied Benefits	472,096	477,941	585,600	684,100
512320	PW Mtc - PT Applied Benefits	1,317	792	2,200	2,300
	Total Salaries and Benefits	701,679	572,795	986,600	1,207,400
521000	Supplies	215,955	173,118	200,000	245,000 *
534000	Telephone	2,514	2,189	-	-
540010	Memberships	-	160	-	-
540020	Training - SFS University	1,040	3,005	-	-
542050	Contractual Services	41,051	85,085	92,000	92,000 *
591000	Overhead	389,220	364,547	476,700	219,700
592000	Equipment Usage	45,000	45,000	45,000	45,000
	Total Maintenance and Operations	694,780	673,104	813,700	601,700
470030	Damage to City Property	(12,855)	(12,577)	(5,000)	(5,000)
422040	Restitutuion Emergency Response	-	(2,564)	-	-
	Total Applied Revenues	(12,855)	(15,141)	(5,000)	(5,000)
	- Activity Total -	\$ 1,383,604	\$ 1,230,758	\$ 1,795,300	\$ 1,804,100

Additional detail on following page(s)



**Distribution System Maintenance (50443001) Account Number Detail**

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Safety Equipment	\$ 7,000	\$ 7,000
Uniforms	3,000	3,000
Small Tools	10,000	10,000
Pipe/Valves/Fittings/Meters	75,000	75,000
Meter Repair Parts	45,000	45,000
Meter Replacement	-	45,000
Slurry/Concrete	10,000	10,000
Miscellaneous Supplies	<u>50,000</u>	<u>50,000</u>
	\$ 200,000	\$ 245,000

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Dump Charges	5,000	5,000
Underground Service Alert (USA)	5,000	5,000
Asbestos Concrete. Pipe Disposal	2,000	2,000
Emergency Repairs	60,000	60,000
Welding & Repairs	<u>20,000</u>	<u>20,000</u>
	\$ 92,000	\$ 92,000

## Production Facilities Maintenance (50443002)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	PW Adm - Regular Salaries	\$ -	\$ -	\$ -	\$ 1,300
510010	PW Mtc - Regular Salaries	160,430	138,619	205,500	238,600
510040	PW Mtc - OT Pay	16,318	30,754	30,000	35,000
510050	PW Mtc - PT OT Pay	171	239	200	200
510020	PW Mtc - PT Salaries	6,180	9,497	-	-
512310	PW Adm - Applied Benefits	-	-	-	1,900
512310	PW Mtc - Applied Benefits	246,262	163,393	359,400	374,100
512320	PW Mtc - PT Applied Benefits	<u>562</u>	<u>757</u>	<u>-</u>	<u>-</u>
	Total Salaries and Benefits	429,923	343,259	595,100	651,100
521000	Supplies	34,916	32,148	59,000	61,000
531000	Electricity	17,075	36,515	20,000	43,000
532000	Natural gas	13,173	18,355	20,000	20,000
533000	Water	5,617	7,352	8,000	8,000
534000	Telephone	5,411	5,369	6,000	6,000
540010	Memberships	730	-	-	-
540020	Training	60	-	-	-
542050	Contractual Services	30,534	26,038	241,500	241,500
544020	Intergovernmental Charges	-	-	1,900	1,900
591000	Overhead	240,851	213,614	257,700	134,800
592000	Equipment Usage	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>	<u>25,000</u>
	Total Maintenance and Operations	373,367	364,391	639,100	541,200
	- Activity Total -	<u>\$ 803,290</u>	<u>\$ 707,650</u>	<u>\$ 1,234,200</u>	<u>\$ 1,192,300</u>

Additional detail on following page(s)

**Production Facilities Maintenance (50443002) Account Number Detail**

<b>Acct #521000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Oil Lubricants	\$ 6,000	\$ 7,000
Uniforms	2,500	2,500
Chlorine Parts	3,000	4,000
Telemetry Parts & Small Tools	20,500	20,500
Filters, Chemicals	8,000	8,000
Engine Parts, Pump Fittings	14,000	14,000
Safety Equipment	5,000	5,000
	<u>\$ 59,000</u>	<u>\$ 61,000</u>

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Engine/Pump Repairs	\$ 10,000	\$ 10,000
SCADA System Upgrades	35,000	35,000
SCAQMD Compliance Services	3,000	3,000
Valve Service	155,000	155,000
Water Quality Testing	30,000	30,000
Chlorine Service	4,500	4,500
Landscape Maintenance	4,000	4,000
	<u>\$ 241,500</u>	<u>\$ 241,500</u>

# **Debt Service (50443500)** **Activity Detail**

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
542050	Contractual Services	\$ 7,025	\$ 8,866	\$ 10,000	\$ 10,000
581000	Principal	200,000	205,000	205,000	215,000
582000	Interest	313,569	308,769	278,600	271,100
	Total Maintenance and Operations	520,594	522,635	493,600	496,100
	- Activity Total -	<u>\$ 520,594</u>	<u>\$ 522,635</u>	<u>\$ 493,600</u>	<u>\$ 496,100</u>

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Additional detail on following page(s)

**Debt Service (50443500) Account Number Detail**

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
2013 Revenue Bonds	\$ 5,000	\$ 5,000
2018 Revenue Bonds	<u>5,000</u>	<u>5,000</u>
	\$ 10,000	\$ 10,000

<b>Acct #581000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
2018 Revenue Bonds	\$ 205,000	\$ 215,000
	<u>\$ 205,000</u>	<u>\$ 215,000</u>

<b>Acct #582000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
2013 Revenue Bonds	\$ 256,500	\$ 256,500
2018 Revenue Bonds	<u>22,100</u>	<u>14,600</u>
	\$ 278,600	\$ 271,100

**Interfund Transfers (820000)**  
Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
820000	Transfer to General Fund	\$ 1,154,424	\$ 1,153,809	\$ 1,376,300	\$ 1,897,300
	Total Maintenance and Operations	1,154,424	1,153,809	1,376,300	1,897,300
	- Activity Total -	\$ 1,154,424	\$ 1,153,809	\$ 1,376,300	\$ 1,897,300

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Additional detail on following page(s)

**Interfund Transfer (820000) Account Number Detail**

Acct #8110	FY 2022-23	FY 2023-24
Water Utility Authority Lease	\$ 1,200,000	\$ 1,200,000
NPDES	138,700	138,700
Vehicle Acquisitions	-	423,500
Underpass Vault & Pass Clean/Repair	12,500	-
Non-recurring Expenditures	25,100	135,100
	\$ 1,376,300	\$ 1,897,300

# SUCCESSOR AGENCY



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## SUCCESSOR AGENCY

The state of California dissolved all redevelopment agencies across the state effective February 1, 2012. The City of Santa Fe Springs now acts as the Successor Agency to the former Community Development Commission (CDC) for the designated project area. In its role as Successor Agency, the City is now responsible for receiving former tax increment (property taxes) and repaying debt and to make payments for enforceable obligations as approved by the State Department of Finance through the Recognized Obligation Payment Schedule (ROPS). Ultimately, the goal of the Successor Agency is to wind down the affairs of the former CDC pursuant to AB 1X 26, AB 1484, and all subsequent dissolution laws.

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# Successor Agency

## Sources and Uses of Funds

FY 2023-2024 Proposed Budget

Activity Name	Actual	Actual	Adopted	Proposed	Proposed FY 23-24 vs. Adopted FY 22-23 Budget Variance	
	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	\$	%
Sources						
Redevelopment Property Tax Trust Funds	\$ 9,703,348	\$ 10,267,738	\$ 15,333,900	\$ 10,177,600	(5,156,300)	-33.6%
Interest Income and Others	-	1,644	65,000	-	(65,000)	-100.0%
Total Sources	9,703,348	10,269,382	15,398,900	10,177,600	(5,221,300)	-33.9%
Uses						
Department Expenditures						
Administration	249,421	257,945	289,900	289,900	-	0.0%
Redevelopment Obligation Retirement Fund - Consolidated	10,115,989	9,814,993	9,719,100	12,627,600	2,908,500	29.9%
Total Uses	10,365,411	10,072,938	10,009,000	12,917,500	2,908,500	29.1%
Surplus / (Deficit)	\$ (662,063)	\$ 196,444	\$ 5,389,900	\$ (2,739,900)	\$ (8,129,800)	-150.8%

# Redevelopment Obligation Retirement Fund - Consolidated (80708070)

## Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
521000	Supplies	\$ -	\$ 127	\$ -	\$ -
533000	Water	7,724	7,781	8,000	8,000
542050	Contractual Services	39,232	27,063	14,000	55,000
581000	Principal	7,804,209	7,808,399	7,830,200	6,359,500
582000	Interest	2,264,824	1,971,623	1,866,900	6,205,100
	Total Maintenance and Operations	10,115,989	9,814,993	9,719,100	12,627,600
	- Activity Total -	\$ 10,115,989	\$ 9,814,993	\$ 9,719,100	\$ 12,627,600

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Additional detail on following page(s)

**Redevelopment Obligation Retirement Fund - Consolidated (80708070) Account Number Detail**

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Fiscal Agent Fees	\$ 6,000	\$ 10,000
Arbitrage Consulting Fees	-	5,000
Weed Abatement	3,000	20,000
Continuing disclosure	5,000	20,000
	<u>\$ 14,000</u>	<u>\$ 55,000</u>

<b>Acct #581000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
2006-A Bonds	\$ 1,745,200	\$ 5,624,500
2016 Bonds	2,725,000	735,000
2017 Bonds	3,360,000	-
	<u>\$ 7,830,200</u>	<u>\$ 6,359,500</u>

<b>Acct #582000</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
2006-A Bonds	\$ 1,769,900	\$ 6,180,500
2016 Bonds	59,700	24,600
2017 Bonds	37,300	-
	<u>\$ 1,866,900</u>	<u>\$ 6,205,100</u>

**Successor Agency Administration - Consolidated (8080)**  
**Activity Detail**

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	CM - Regular Salaries	\$ 10,969	\$ 7,827	\$ 13,700	\$ 15,600
510010	FA - Regular Salaries	48,550	46,145	56,000	59,200
510010	PLN Adm - Regular Salaries	7,190	9,053	7,900	8,200
512310	CM - Applied Benefits	13,799	10,779	19,600	20,600
512310	FA - Applied Benefits	66,649	77,681	88,200	87,400
512310	PLN Adm - Applied Benefits	<u>13,460</u>	<u>18,427</u>	<u>15,700</u>	<u>11,500</u>
	Total Salaries and Benefits	160,617	169,912	201,100	202,500
540030	Travel and Meetings	-	-	1,500	1,500
542050	Contractual Services	-	5,000	21,300	19,700
541040	Liability Insurance	1,723	1,995	2,000	2,000
591000	Overhead	<u>87,081</u>	<u>81,038</u>	<u>64,000</u>	<u>64,200</u>
	Total Maintenance and Operations	88,804	88,033	88,800	87,400
	<b>- Activity Total -</b>	<b><u>\$ 249,421</u></b>	<b><u>\$ 257,945</u></b>	<b><u>\$ 289,900</u></b>	<b><u>\$ 289,900</u></b>

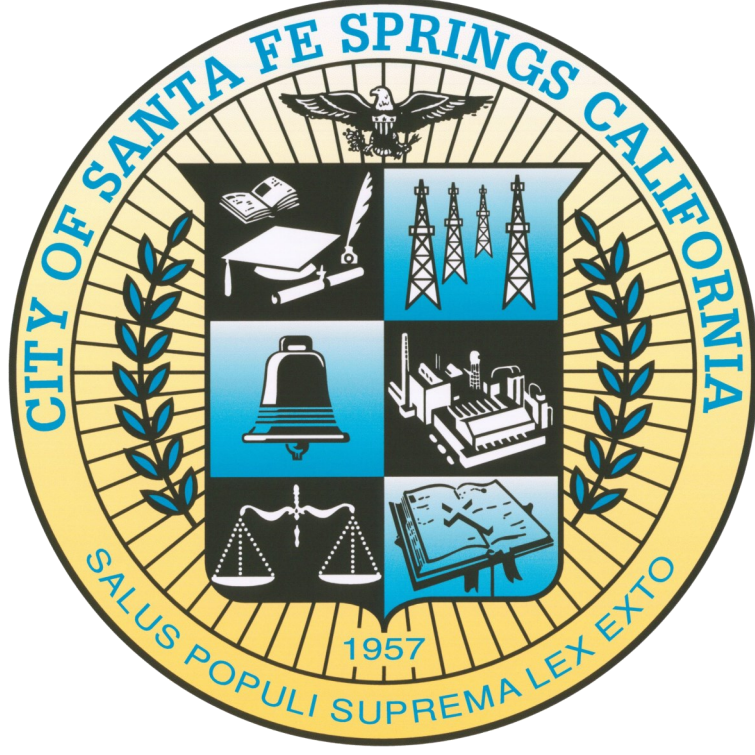
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Additional detail on following page(s)

**Successor Agency Administration - Consolidated (8080) Account Number Detail**

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Professional services	\$ 1,700	\$ 1,700
Audit Services	13,400	13,000
Legal Services	<u>6,200</u>	<u>5,000</u>
	\$ 21,300	\$ 19,700

# HOUSING SUCCESSOR



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## HOUSING SUCCESSOR

The City, as Housing Successor to the former Santa Fe Springs Community Development Commission (CDC), 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 the Los Angeles County for distribution to taxing agencies. The remaining assets (e.g. real estate and loan receivables) 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 Success Agency from property taxes allocated to it pursuant to AB 1X 26, AB 1484, and all subsequent dissolution laws.

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# Housing Successor - Housing Assets Fund

## Sources and Uses of Funds

### FY 2023-24 Proposed Budget

Activity Name					Proposed FY 23-24 vs. Adopted FY 22-23 Budget Variance	
	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24	\$	%
Estimated Beginning Fund Balance	\$ 12,133,207	\$ 12,173,950	\$ 12,111,108	\$ 3,754,459	\$ (8,356,649)	-69.0%
<b>Sources</b>						
Interest Income	136,979	129,565	100,000	100,000	-	0.0%
Ground Lease Income	-	21,000	-	-	-	NA
Total Sources	136,979	150,565	100,000	100,000	-	0.0%
<b>Uses</b>						
Department Expenditures						
Housing Administration	98,024	176,603	200,000	210,000	10,000	5.0%
Housing Acquisition and Rehab	(1,788)	36,804	43,000	43,000	-	0.0%
Deveopler Grant			1,100,000	6,000,000	4,900,000	445.5%
Land Contribution to Developers	-	-	7,113,649	-	-	NA
Total Uses	96,236	213,407	8,456,649	6,253,000	(2,203,649)	-26.1%
Surplus / (Deficit)	40,743	(62,842)	(8,356,649)	(6,153,000)	2,203,649	-26.4%
Estimated Ending Fund Balance	\$ 12,173,950	\$ 12,111,108	\$ 3,754,459	\$ (2,398,541)	\$ (6,153,000)	-163.9%



## Housing Administration (23052501)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actuals FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
510010	CM - Regular Salaries	\$ -	\$ 8,933	\$ 8,200	\$ 10,000
510010	FA - Regular Salaries	-	21,614	27,900	30,800
510010	PLN Adm - Regular Salaries	26,658	26,468	27,300	28,600
512310	CM - Applied Benefits	-	12,780	11,700	12,700
512310	FA - Applied Benefits	-	35,667	42,500	44,700
512310	PLN Adm - Applied Benefits	47,960	51,859	49,600	39,100
	Total Salaries and Benefits	74,618	157,321	167,200	165,900
542050	Contractual Services	23,406	19,282	15,000	25,000
591000	Overhead	-	-	17,800	19,100
	Total Maintenance and Operations	23,406	19,282	32,800	44,100
	<b>- Activity Total -</b>	<b>\$ 98,024</b>	<b>\$ 176,603</b>	<b>\$ 200,000</b>	<b>\$ 210,000</b>

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Additional detail on following page(s)

### Housing Administration (23052501) Account Number Detail

Acct #542050	FY 2022-23	FY 2023-24
Audit Services	\$ 5,000	\$ 15,000
Legal Services	10,000	10,000
	\$ 15,000	\$ 25,000

## Housing Acquisition and Rehab (23052502)

### Activity Detail

Object No.	Description	Actual FY 2020-21	Actual FY 2021-22	Adopted FY 2022-23	Proposed FY 2023-24
521000	Supplies	\$ -	\$ -	\$ 200	\$ 200
531000	Electricity	-	-	700	700
532000	Natural Gas	-	-	100	100
533000	Water	-	-	2,000	2,000
542050	Contractual Services	46,543	36,804	40,000	40,000
	Total Maintenance and Operations	46,543	36,804	43,000	43,000
470080	Insurance Proceeds	(48,331)	-	-	-
	Total Applied Revenues	(48,331)	-	-	-
	<b>- Activity Total -</b>	<b>\$ (1,788)</b>	<b>\$ 36,804</b>	<b>\$ 43,000</b>	<b>\$ 43,000</b>

Additional detail on following page(s)

**Housing Acquisition and Rehab (23052502) Account Number Detail**

<b>Acct #542050</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Ongoing Maintenance	\$ 30,000	\$ 30,000
Consultant	<u>10,000</u>	<u>10,000</u>
	\$ 40,000	\$ 40,000