



# *CITY OF WEST COVINA, CALIFORNIA*

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## *OPERATING AND CAPITAL IMPROVEMENT PROGRAM BUDGET FISCAL YEAR 2016-2017*



**Photos**

Courtesy of the West Covina Economic and Community Development Division

**Cover Design**

Ricardo Ulloa, City of West Covina Finance Department

# **CITY OF WEST COVINA, CALIFORNIA**

1444 W. Garvey Avenue South, West Covina CA 91790

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## **ADOPTED BUDGET**

for fiscal year

July 1, 2016 - June 30, 2017

## **CITY COUNCIL**

James Toma, Mayor

Corey Warshaw, Mayor Pro Tem

Lloyd Johnson

Mike Spence

Tony Wu

## **CITY MANAGER**

Chris Freeland

## **EXECUTIVE MANAGEMENT TEAM**

Laura Minnich, Deputy City Manager

Kimberly Hall Barlow, City Attorney

Rosalia Conde, Assistant City Clerk

Nikole Bresciani, Community Services Director

Christa Buhagiar, Finance Director

Larry Whithorn, Fire Chief

Tom Bokosky, Human Resources Director

Jeff Anderson, Planning Director

Dave Faulkner, Police Chief

Chino Consunji, Public Works Director

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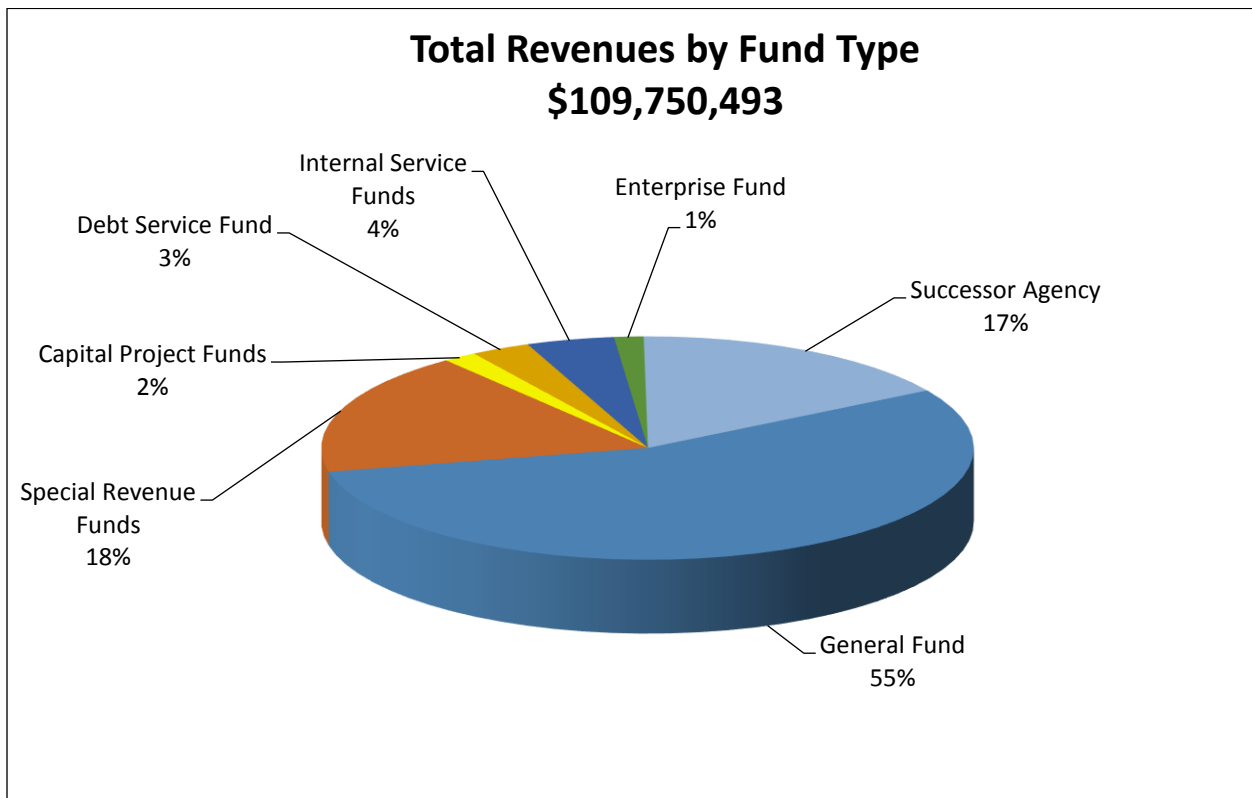


June 21, 2016

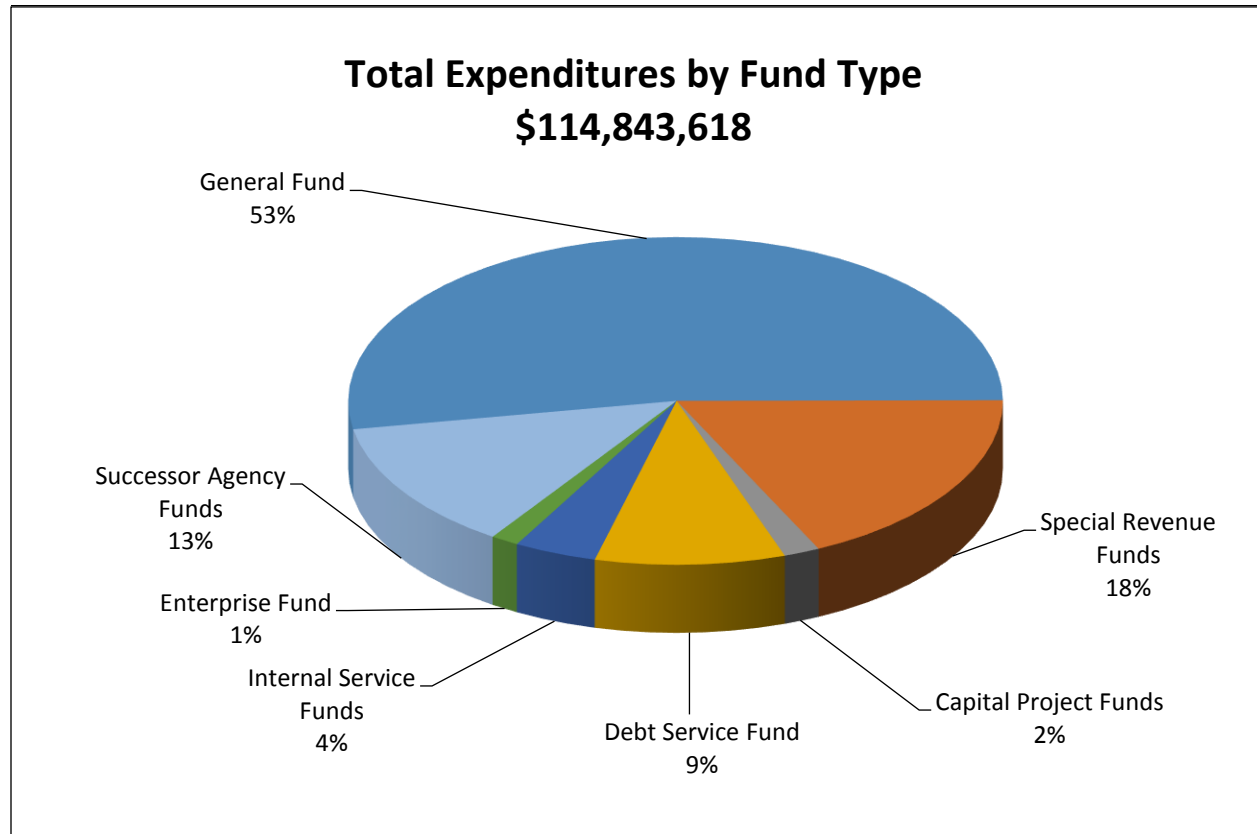
**Honorable Mayor, Council Members and Citizens of West Covina:**

I am pleased to present the Fiscal Year 2016-17 Annual Operating and Capital Improvement Program (CIP) Budget for the City of West Covina and related entities. This budget reflects the City Council's commitment to public safety, investing in the Community's infrastructure, paying down the debt of the City, and providing financial stability for the City. The City's financial condition remains stable for Fiscal Year 2016-17, with an improved economy providing increased stability to the City's major revenue sources, such as property tax and sales tax.

For Fiscal Year 2016-17, estimated revenues (including transfers in) on an *all funds* basis are \$109,750,493. Many funds make up the total budget amount, with the largest being the General Fund in the amount of \$60,556,482, or 55% of the City's total.



For Fiscal Year 2016-17, estimated expenditures (including transfers out) for all budgeted funds are estimated at \$114,843,618. Many funds make up the total budget amount, with the largest being the General Fund in the amount of \$60,540,295, or 53% of the organization’s total budget. City staff is committed to producing a balanced General Fund budget and has accomplished this for Fiscal Year 2016-17 by including an anticipated 3% salary savings.

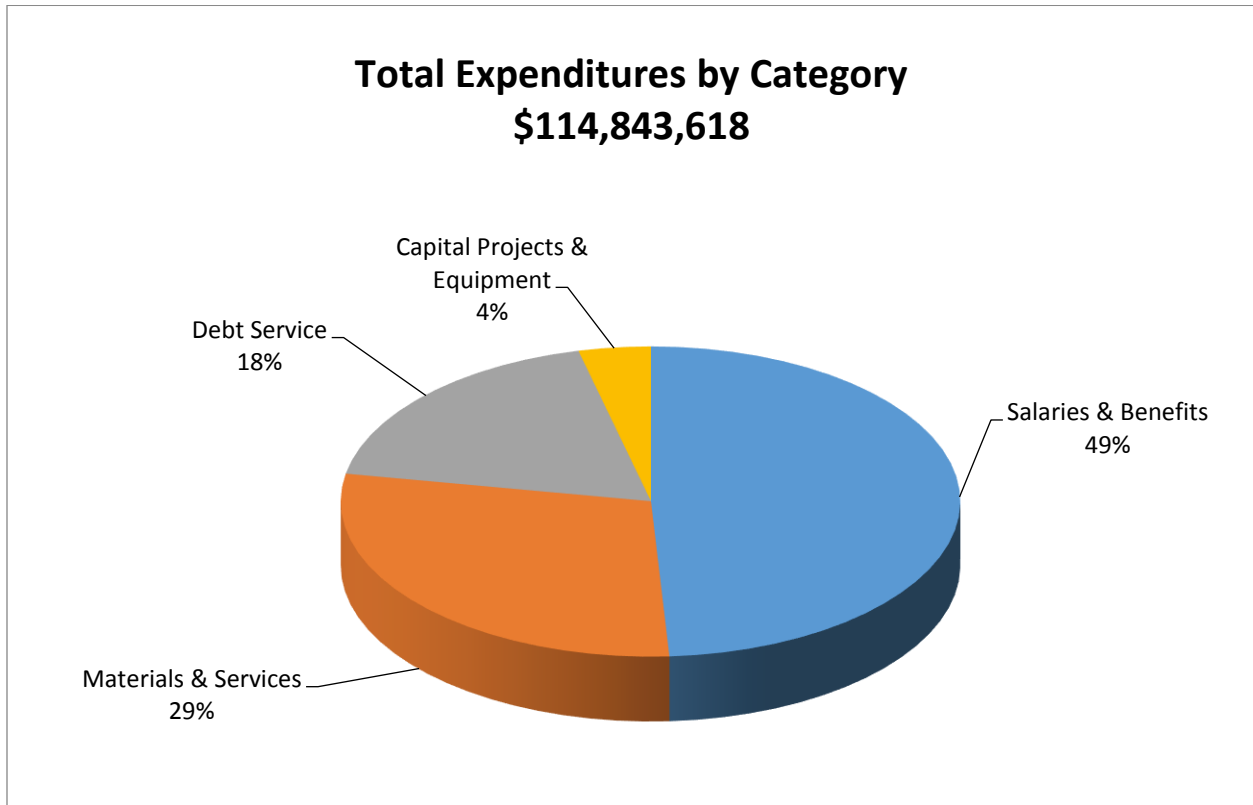


The budget uses reserve funds from special revenue funds, capital project funds and the debt service fund for multiple purposes. These reserves are often accumulated for specific purposes and spent when needed. Current year changes and use of reserves are detailed below:

- The long-term investment in the Debt Service Fund matured in June 2016, and as a result staff is proposing to pay down approximately \$6.3 million in City debt to generate \$642,000 in annual debt service payment savings.
- Staff is also proposing to use a portion of the available funds for the first year of Information Technology (IT) needs for the City as outlined in the IT Assessment. Improvements being proposed include: the City’s wiring, cabling and infrastructure; the selection and implementation of an Enterprise Resource Planning (ERP) Software, including an Electronic Document Management System (EDMS); the implementation of bid tracking software; upgrades to the Council Chambers audiovisual system; conference room audiovisual upgrades; IT tools for improved efficiency; and policies for best practices.



- The Capital Project funds are being used for security upgrades to City Hall, new police vehicles, street improvements, park upgrades, Fire Station 4 emergency generator and National Pollutant Discharge Elimination System (NPDES) projects.
- Materials & Services included in the budget consist of the following: the Department of Finance (DOF) Settlement payment; increased demands from the NPDES permit program; insurance premium increases; professional services for a Historical Resources Study Update; and first year vehicle replacement costs for vehicles purchased in Fiscal Year 2015-16 and Fiscal Year 2016-17.



Personnel costs inclusive of all City funds are anticipated to increase by \$3.2 million from \$53.1 million to \$56.3 million. The personnel costs include the proposed 3% anticipated salary savings due to vacancies and cuts to public safety overtime budgets. The increase is a result of PERS rate increases for pension benefits, increased medical costs and changes in personnel. The total number of full-time positions is proposed to increase from 349 to 353. Personnel changes include a variety of department reorganizations and position reclassifications. The additional personnel include three new police officers, bringing the Police Department to 100 sworn officers, and the addition of an Economic Development Specialist to further address the expansion of economic development efforts in West Covina.

## **General Fund**

The City's financial goal is to provide an appropriate level of municipal services with the ability to adapt to local and regional economic changes, while maintaining and enhancing the sound fiscal condition of the City. The City's General Fund has been negatively impacted in the past number of years by the economic recession, increases in pension and health care costs, the State's elimination of redevelopment, and the State's raid of local revenues. The General Fund ending unassigned fund balance is projected to be \$13.9 million, which meets the reserve policy limit of 20% of operating expenditures. A summary of the General Fund balance is illustrated below:

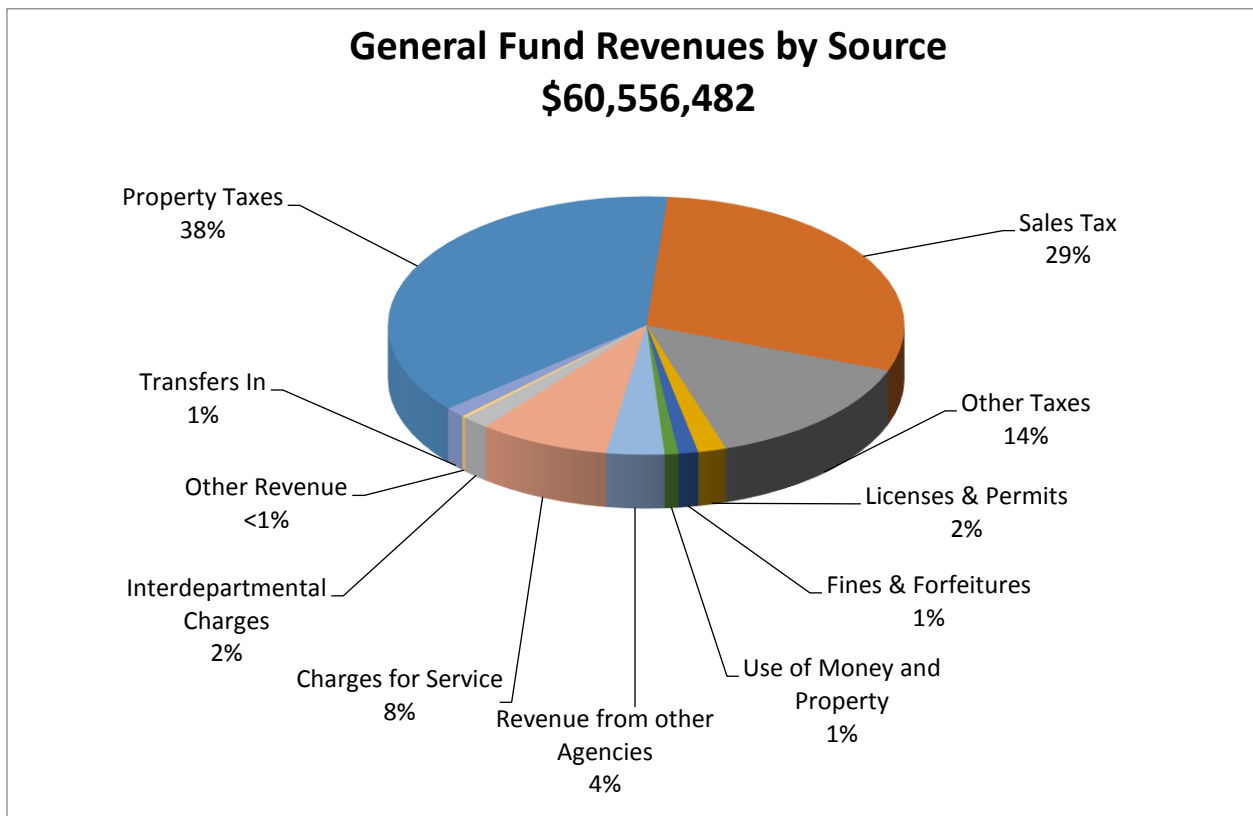
<b>General Fund - Fund Balance</b>		
<b>Beginning Fund Balance</b>		<b>\$ 20,392,024</b>
Operating:		
Revenues, including transfers in	\$ 60,556,482	
Expenditures, including transfers out	<u>(60,540,293)</u>	
	<b>Net Change</b>	<b><u>16,189</u></b>
<b>Fund Balance</b>		
Nonspendable	6,483,924	
Unassigned	<u>13,924,289</u>	
<b>Total Ending Fund Balance</b>		<b><u><u>\$ 20,408,213</u></u></b>

The General Fund's estimated ending fund balance for Fiscal Year 2016-17 is \$20.4 million. Of this fund balance, \$6.5 million is considered non-spendable (loans to the former Redevelopment Agency).

**General Fund Revenues:**

Total General Fund revenues are projected to be \$60,556,482, an increase of \$3.2 million or 6% from the prior year adopted budget. The increase is due to the anticipated growth in property and sales tax revenues.

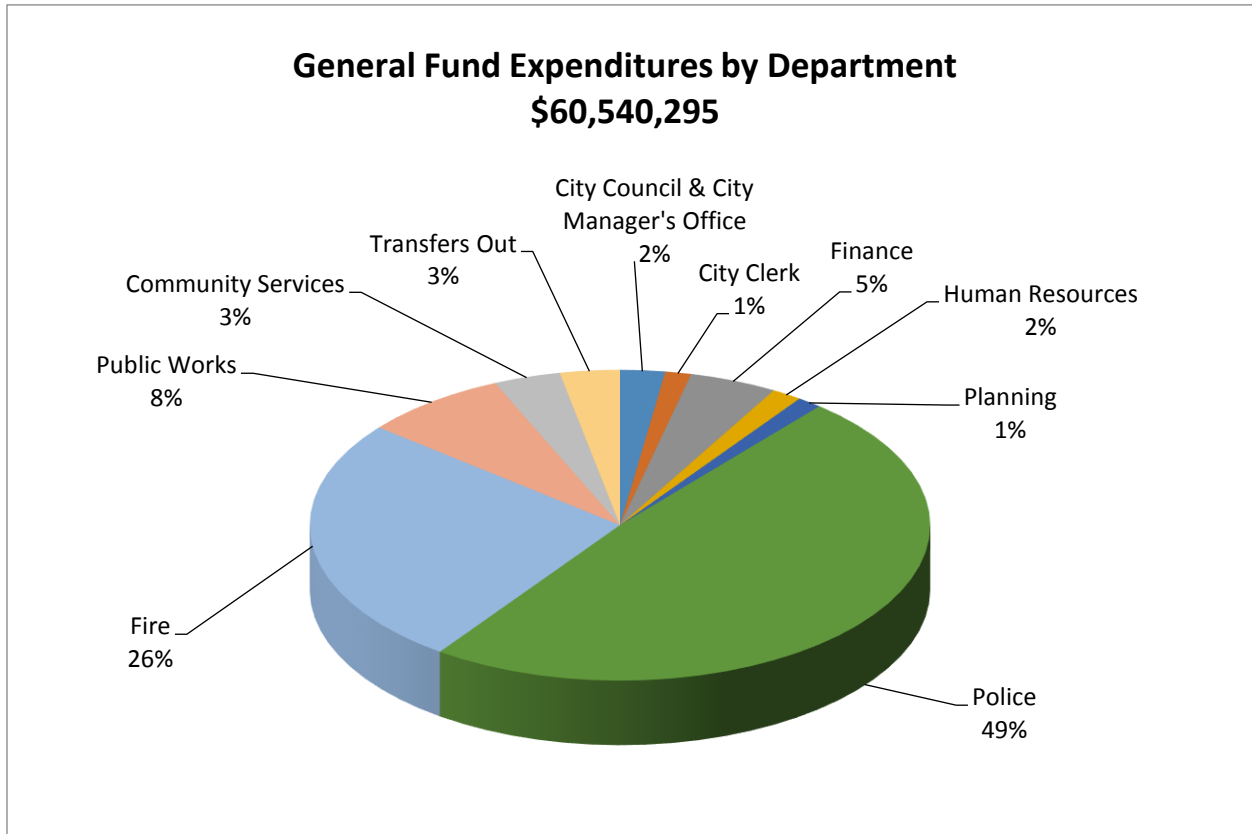
- *Property tax revenues* represent 38% of General Fund revenues for Fiscal Year 2016-17. Property tax revenues are projected to increase 6.4% from the previous fiscal year. These revenue projections include the City’s share of residual tax increment revenues from the former Redevelopment Agency in the estimated amount of \$1,800,000.
- *Sales tax revenues* represent 29% of General Fund revenues for Fiscal Year 2016-17. Sales tax revenues are projected to increase 5.2% from the previous fiscal year. The continued growth and the addition of new commercial and retail outlets have been factored into the budget estimate for Fiscal Year 2016-17.



General Fund Expenditures:

General Fund expenditures for Fiscal Year 2016-17 are projected to be \$60,540,295. This equates to an increase in expenditures of 6%, or \$3.4 million when compared to the adopted budget for Fiscal Year 2015-16. The proposed budget reflects a projected 3% salary savings due to vacancies.

The majority of General Fund expenditures are appropriated for the Police Department (49%) followed by the Fire Department (26%) and Public Works (8%). The chart below illustrates General Fund Expenditures by Department.



- Personnel

General Fund personnel costs are projected to total \$47.9 million, an increase of \$3.3 million from the prior year adopted budget. The increase is a result of rising PERS costs, new positions, which are offset by the 3% salary savings of \$1.5 million, and budgeting 100% of administrative staff in the General Fund. An allocation of the administrative costs based on the cost allocation plan are allocated to special funds and recorded as revenue to the General Fund.

- Materials & Services

The materials & services budget of \$12.6 million increased by \$211,995 from the prior year adopted budget due to the new janitorial contract and increased NPDES costs. The departments worked hard to keep their costs down to help offset the increases in personnel costs to the General Fund.

- Transfers Out

The General Fund will make transfers out to other funds in the amount of \$1.9 million. The transfers out will fund debt service payments, the Department of Finance (DOF) settlement payment and capital projects.

Successor Agency Overview

The proposed Successor Agency budget reflects a 12-month budget that pertains to the approved Recognized Obligation Payment Schedule for the period of July 1, 2016, through June 30, 2017, (ROPS 16-17). To the extent that the funds allocated to the Successor Agency are not sufficient to cover expenses, the General Fund will be responsible for the difference. The City may seek reimbursement for expenses that exceed the approved ROPS amounts, with the exception of the administrative budget costs. Staff was able to get two loans approved with a 3% simple interest rate since inception, which will return a total principal of \$6,480,000 back to the General Fund and \$1,620,000 back to the Housing Authority over an estimated four years. As of June 30, 2016, the total principal and interest the City will receive is \$10,694,250.

Conclusion

In summary, this budget, which is the City's financial plan, continues to present the City Council and staff's commitment to provide quality services that meet the needs of the residents of West Covina in a cost effective and efficient manner. Staff would like to thank the City Council for their positive leadership and direction that has facilitated the preparation of the Fiscal Year 2016-17 Operating and Capital Improvement Program Budget.

Respectfully submitted,



Chris Freeland  
City Manager

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# OVERVIEW

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## FINANCIAL STRUCTURE AND OPERATIONS

The City's accounting system is organized and operated on a "fund basis" under which each fund is a distinct self-balancing accounting entity. A fund is "an independent fiscal and accounting entity used to record all financial transactions related to the specific purpose for which the fund was created". Funds are established for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, legal restrictions, or limitations on the revenue source.

The City's annual operating budget is prepared in conformity with Generally Accepted Accounting Principles (GAAP) and provides for the general operation of the City. The City Manager is authorized to transfer budgeted amounts between departments to assure adequate and proper standards of service. Budgetary revisions, which increase the combined appropriations in individual funds, must be approved by the City Council. The budgetary level of control is at the departmental level.

The City provides a full range of services to its citizens. These include police, fire, emergency medical, street construction and maintenance, traffic signalization, parks, recreational, cultural and social, planning, building and safety, economic development, environmental, and general administrative services.

Services are categorized into a departmental structure to afford similarity in services provided. Departments may receive funding from one or more funds. Through the budget process and ongoing activity, the City Council oversees the operation of the City, and sets forth community priorities and policies to be implemented by the City Manager. The City Manager directs the Department Heads in the administration of City programs and service delivery. The City Manager establishes administrative policy in areas under his purview.

To monitor and evaluate departmental effectiveness, a project-performance program has been initiated. Under this program, each department sets forth projects and programs to be undertaken during the fiscal year. Projects and programs may be one-time (with a specific completion date) or ongoing programs. A listing of each department's projects and programs is submitted at the beginning of the fiscal year as an overview of the department's work program. This information is compiled in the budget document and provides a detailed overview of the City's work program for the fiscal year.

The more significant departmental projects and programs provide the basis for the departmental goals and objectives, and workload indicators included in the departmental budgets. Departmental work programs are updated periodically. Completed projects, completion dates, new projects undertaken, as well as specific actions completed in providing ongoing programs, are established and reviewed. This process provides an ongoing measure of departmental activity and effectiveness in meeting the City Council's priorities.

## **GANN LIMIT**

The adoption of the appropriation limit occurs annually to comply with the California Constitution, Article XIII B (as amended) and Government Code Section 7910. The Gann Limit restricts annual expenditures the City may appropriate. If certain proceeds of taxes exceed allowed appropriations, the excess must either be refunded to the State Controller or refunded to the taxpayers. For the fiscal year ending June 30, 2017, the appropriation limit is \$156,824,656. The City's tax proceeds are projected to be less than the established appropriation limit.

## **BUDGET PROCESS**

The process of creating an operating budget for the City requires a great deal of effort on the part of the City Council and all members of the City's management team.

The budget process begins with a budget kick-off meeting in January, where the City Manager provides direction to departments for preparing their line-item budgets. Line-item information is then forwarded to Finance division staff for compilation. Once the initial line-item requests are compiled, Finance division staff works with the City Manager and departments to identify any gap in revenues and expenditures, and to review departmental work programs.

At this point, the budget undergoes another review. Department managers are presented with updated revenue projections and any projected gap between revenues and expenditures. Actions available for addressing the budget gap are discussed, along with the merits of the various work program components. During this review, department managers adjust their budgets based on the City Manager's direction. City Council Budget Study Sessions are then held to discuss departmental work programs, specific policy issues, and the Capital Improvement Budget (CIP). Final adjustments are made by the City Manager, and the recommended budget is prepared for presentation to the City Council. Additional City Council Budget Study Sessions may be held to ensure that the budget accurately reflects the City Council's objectives for the coming year. City Council adjustments are then incorporated into the recommended budget.

The recommended budget is then presented to the City Council during a regular City Council meeting. The final budget is adopted, incorporating any final adjustments directed by the City Council as a result of the public hearing.

### **Budget Amendment Procedures**

The City's operating budget may be amended by three methods: 1) purchase order carryovers, 2) administrative carryovers approved by the City Manager, and 3) City Council action. Under all methods where appropriations are increased, funds must be available to match the request.

### **Administrative Carryovers**

At the end of each fiscal year, the Finance department requests that each department review its budget for items or programs for which any planned expenditure is pending. This may include a project, which has been initiated, or an item ordered but not received.



The Finance Director determines the merit of any requests and ensures that adequate funding is available. Recommendations are then presented to the City Manager, who in turn, determines which requests will be approved. Approved carryover requests increase the department's budget appropriation in the new fiscal year.

### **City Council Action**

Throughout the year, the City Council considers departmental requests for additional appropriations to fund activities not included in the original Adopted Budget.

### **Capital Improvement Program**

Each year, the City Council adopts a Capital Improvement Program (CIP), which identifies all of the major projects to be undertaken to improve facilities and infrastructure within the city. During the fiscal year, a separate CIP document that reflects the current year program and proposes a program of prioritized projects for the next four to five years is prepared.

Department Heads submit all proposed projects for their department in the foreseeable future, along with their best cost-estimate. The request includes the year a project will commence, any funding sources that may be available with either future sources or ones which might have been previously designated, justification for the project, and on-going costs expected to occur after the project has been completed. The CIP budget team then compiles the information and presents a draft CIP program to the City Council. Projects are prioritized, based on City Council and staff input. Additional projects may be approved during the year by City Council action.

Capital projects may be funded from a variety of funds, with the majority of projects funded from restricted funds.

### **CIP Carryovers**

Every year, staff reviews each capital project and carries forward prior year appropriations for projects that have not been completed or for which long-term funding is being accumulated. The carryovers are handled administratively and are not included as part of the current year CIP Budget. Projects funded in prior years, but not started, are reviewed with the City Council during the CIP Budget Study Session. This review is designed to determine whether such projects continue to be City Council priorities. The budget for any project that has not been started and is no longer a City Council priority is made available for other projects.

### **Allocated Costs**

As part of the City's effort to incorporate stronger cost accounting controls and methods, the cost of operating certain departments is allocated to user departments. This process is used to fund those departments that provide inter-departmental services. This allows these departments to operate in a manner similar to an Internal Service Fund.

Allocated departments include fleet maintenance and replacement, self-insurance costs and workers' compensation. Fleet maintenance, self-insurance and workers' compensation are all budgeted based on a three year average of the department's actual service usage and allocated based on actuals. Vehicle replacement is budgeted based on the vehicle or equipment's replacement cost divided by the life of the asset.

## **CITY FUND STRUCTURE**

A number of different funds are utilized to account for the City, the Successor Agency to the Former Redevelopment Agency, and the West Covina Housing Authority financial resources. Funds are classified into the following fund types:

- General Fund
- Special Revenue Fund
- Debt Service
- Capital Projects
- Proprietary
- Private Purpose Trust Fund

The City has established multiple funds under each fund type to assist in accounting and record keeping for the City and outside agencies.

A brief description of each fund with the above fund types is provided below.

### **GENERAL FUND TYPE**

#### General Fund (Fund 110)

The General Fund is the City's largest single fund type and is used to account for unrestricted revenues. The City's General Fund is the main operating fund for non-restricted revenues, such as general taxes and fees. Appropriations may be made from the General Fund for any legal City activity. This fund is used to account for basic City services such as police, fire, recreation, building, planning and general administration. Within the General Fund, the City maintains non-spendable (not available) and unassigned (available) reserves that represent the unappropriated fund balance.

### **SPECIAL REVENUE FUNDS**

#### Asset Seizure (Funds 116 and 117)

Asset Seizure revenues are received based on the City's participation in drug-related asset seizures. Funds are received from federal and state agencies. These funds are restricted to uses that enhance the police department's activities.

#### Air Quality Improvement Trust (Fund 119)

In 1991-1992, the state passed AB 2766, the State's Air Quality Improvement Trust Fund. An increase in motor vehicle license fees collected by the State of California supports this state fund. The City receives a portion of the fees to enhance the City's clean air efforts.

#### Integrated Waste Management (Fund 120)

This fund is used to account for the City's waste management efforts on non-AB939 programs. Funding comes from the residential trash hauler per the operating agreement.

#### Proposition A (Fund 121)

Under Proposition A, the City receives a portion of the ½ cent of sales tax levied in Los Angeles County to provide transportation-related programs and projects. For years the City has sold its Proposition A funds to other cities in exchange for non-restricted General Fund dollars.

#### Proposition C (Fund 122)

Under Proposition C, the City receives a portion of an additional ½ cent sales tax approved for transportation-related programs in Los Angeles County. The funds may be used for certain capital projects or transportation projects similar to those allowed under Proposition A. Projects include street rehabilitation and reconstruction, traffic monitoring systems, congestion management and planning, bus shelter maintenance, and Park-and-Ride lots.

#### Gas Tax (Fund 124)

This fund accounts for State Gas Tax monies received under various state laws. The funds are used to fund the City's street maintenance program. Activities include ongoing minor street repairs, upgrades of traffic signals, replacement and installation of new traffic signs and street painting. Programs are administered through the Public Works Department.

#### Police Donations (Fund 127)

This fund accounts for donations received and expenditures related to various police programs.

#### Transportation Development Act (Fund 128)

Transportation Development Act funds are received through the County and may only be used for specific transportation development purposes. These funds are generally used by the City for sidewalk rehabilitation and construction, and the long-term transportation planning efforts within the City.

#### AB 939 (Fund 129)

This fund accounts for revenues and expenditures of programs implemented to meet the requirements of the California Integrated Waste Management Act of 1989 (AB 939). Revenues are generated through a waste management fee. Programs funded include the development and implementation of a solid waste reduction and recycling project, household hazardous waste disposal project, and solid waste management activities.

#### Community Development Block Grant (Fund 131)

This fund accounts for activities of the Community Development Block Grant received from the U.S. Department of Housing and Urban Development, including monies received from this agency as part of the federal stimulus program.

#### SAFER Grant (Fund 133)

This fund accounts for personnel costs that are reimbursable through the Staffing for Adequate Fire and Emergency Response (SAFER) Grant.

#### Surface Transportation Program (STP) Local (Fund 140)

The Intermodal Surface Transportation Efficiency Act of 1992 (ISTEA) is the Federal Highway Program. This fund accounts for federal money received for use in improving certain major streets. Caltrans and the Federal Highway Administration must approve projects.

LA County Park Bond (Fund 143 & 210)

These funds account for grant money received through the Los Angeles County Regional Park and Open Space District Grant.

Waste Management Enforcement Grant (Fund 145)

This fund accounts for the money received from the State of California to help support the local enforcement agent who monitors the local closed landfill.

Senior Meals Program (Fund 146)

This program provides meals to low-income seniors with funding from the United States Department of Agriculture and Area Agency on Aging. The program also receives donations from seniors for the meals served.

Used Oil Block Grant (Fund 149)

The California Integrated Waste Management Board (CIWMB) provides grant funds to cities to promote used motor oil recycling.

Inmate Welfare (Fund 150)

This fund accounts for any money, refund, rebate or commission received from a telephone call from inmates while incarcerated to meet the requirements of California Penal Code: Part 3; Title 4; Chapter 1; Section 4025. The monies are to be expended for the benefit, education, and welfare of inmates confined within the jail. Any funds that are not needed for the welfare of the inmates may be expended for the maintenance of the jail facilities.

Public Safety Augmentation (Fund 153)

This fund accounts for the permanent extension of the sales tax by ½ cent guaranteed under Proposition 172. These revenues are restricted to the enhancement of public safety services. Revenue is allocated based on each qualified county's proportionate share of statewide taxable sales.

COPS/SLESA (Fund 155)

This fund accounts for grant revenue provided by the state to support Community Oriented Policing programs. Funds must be spent on front-line law enforcement services.

Beverage Container Recycling Grant (Fund 158)

The Beverage Container Recycling Grant provides funds derived from consumer deposits on beverage containers. These funds are to be used for beverage container recycling and litter cleanup activities.

Summer Meals Program (Fund 159)

This fund comes from the Food and Nutrition Service (FNS) of the United States Department of Agriculture, which provides a free lunch to children on weekdays during the summer months.

Maintenance District Funds (Fund 18x)

The City levies special benefit assessments and property taxes upon property within defined districts. Through the Los Angeles County Tax Collector, assessments are placed on the property owner's annual tax bill. These funds are used to maintain and improve the open spaces within the districts by providing landscape maintenance. Assessment districts currently established in the City include:

- Maintenance District #1 (Fund 181)
- Maintenance District #2 (Fund 182)
- Maintenance District #4 (Fund 184)
- Maintenance District #6 (Fund 186)
- Maintenance District #7 (Fund 187)

Coastal Sage and Scrub Community Facilities District (Fund 183)

This community facilities district was formed to provide for the restoration and ongoing maintenance of sensitive environmental habitat within the development area of a former landfill, including habitat for endangered species such as the California gnatcatcher (*Polioptila californica*).

Citywide Maintenance District (Fund 188)

This is the City's most significant special assessment fund. Revenue for the fund comes from annual special benefit assessments from property owners who benefit from covered improvements. The Citywide Assessment District provides the majority of funding for the City's street lighting system and street tree program.

Sewer Maintenance (Fund 189)

This fund supports the City's street sweeping program and maintenance of the City's sewer system.

Business Improvement District (Fund 190)

This is an assessment district supported by six of West Covina's automobile dealers to fund the construction, maintenance and operation of a reader board adjacent to Interstate 10.

Police Grant Funds

These funds come from federal or state grants to provide funding for various public safety programs.

- Bureau of Justice Assistance Grant (Fund 130)
- Alcohol Beverage Control (ABC) Grant (Fund 138)
- Police Private Grants (Fund 221)

Charter PEG (Fund 205)

Charter Communications awarded the City a \$150,000 Public Education Grant for a number of years. Due to changes in communications rules, no additional grant revenue is being received. The money remaining in this fund can only be used to make capital expenditures related to the City's Public Access Channel.

Art in Public Places (Fund 212)

This fund accounts for development fees paid in lieu of acquisition and installation of approved artwork in a development, with expenditures restricted to acquisition, installation, maintenance and repair of artworks at approved sites.

WC Community Services Foundation (Fund 220)

This fund is used to account for activity of the West Covina Community Services Foundation, a 501(c)(3) non-profit organization.

Measure R (Fund 224)

Under Measure R, the City receives a portion of a ½ cent sales tax levied in Los Angeles County to provide transportation related projects and programs. The City uses Measure R Funds to provide a variety of transportation services including Dial-A-Ride, the West Covina Shuttle (a fixed route system), bus pass subsidies and recreational transit services.

West Covina Housing Authority (Fund 820)

Under ABX1 26, the housing functions were transferred to the West Covina Housing Authority with the adoption of Resolution No. 2012-11 by the West Covina City Council on January 17, 2012. Accordingly, all rights, powers, duties and obligations related to the housing functions have been assumed by the Housing Authority and it may enforce affordability covenants, and perform related activities pursuant to the applicable provisions of the Community Redevelopment Law.

ABX1 26 provides that the non-cash housing assets and obligations of dissolving redevelopment agencies ("RDAs") do not pass to the Successor Agencies formed to wind-down each RDA, but rather to the Housing Successor Agency. As such, decisions regarding such housing assets and obligations are not subject to approval by the Oversight Board of the Successor Agency.

This fund will accumulate loan repayments from homeowners and multi-family housing developers per agreements that were put in place using low and moderate income housing funds of the former Redevelopment Agency. Those funds, along with repayment of the Supplemental Educational Revenue Augmentation Fund loans that were previously made by the housing fund of the former Redevelopment Agency, will be used to continue to provide low and moderate income housing programs in compliance with state law regarding affordable housing.

**CAPITAL PROJECT FUNDS**

Capital Projects (Fund 160)

This fund provides funding for capital needs within the City. The fund was established by the City Council to serve as the source of capital funding for projects that have no other funding source.

Construction Tax (Fund 161)

The Construction Tax Fund receives monies from developers based on the construction of dwelling units in the City. These funds are then used to purchase or construct public facilities, such as street reconstruction, traffic signal modifications, curb and gutter replacements and rehabilitation of park structures and equipment.

Information Technology (Fund 162)

The funds paid into this fund are to be used for information technology capital outlay projects.

Parks (Fund 163)

The funds paid into this fund are to be used for park and recreational capital outlay projects.

Development Impact Fees (Fund 16x)

The City receives one-time fees on new development to be used to cover costs of capital equipment and infrastructure required to serve new growth. The following funds have been established:

- Fund 164 – Police Impact Fees
- Fund 165 – Fire Impact Fees
- Fund 166 – Park Impact Fees
- Fund 167 – City Administrative Impact Fees
- Fund 168 – Public Works Impact Fees

Park Dedication Fees (Fund 17x)

The City receives fees from developers to fund recreation facilities. The City has been divided into seven park districts for purposes of collecting revenue. These funds are used for qualified recreational purposes throughout the City. The following Districts have been established:

- Fund 170 – Park District “A”
- Fund 171 – Park District “B”
- Fund 172 – Park District “C”
- Fund 173 – Park District “D”
- Fund 174 – Park District “E”
- Fund 175 – Park District “F”
- Fund 176 – Park District “G”
- Fund 177 – Park District “H”

**DEBT SERVICE FUND**

Debt Service (Fund 300)

The City has established one Debt Service Fund to accumulate assets for the repayment of City long-term debt, which includes outstanding bonds, notes, capital leases and tax revenue anticipation notes, and related costs. Funding is accumulated from interest income, developer reimbursements, and transfers from the General Fund and the Successor Agency.

**INTERNAL SERVICE FUNDS**

Self-Insurance - General and Auto Liability (Fund 361)

Funding for general/auto liability claims, uninsured losses and insurance premiums is provided through a charge on all operating departments based on prior year claims expense.

Self-Insurance - Workers’ Compensation (Fund 363)

Funding for workers’ compensation is derived from a percentage charge of all salaries with different rates levied for the various employee categories.

#### Fleet Management (Fund 365)

The Maintenance division of the Public Works department operates the fleet management function for the City. Fleet management oversees the purchase, use, repair and disposal of City vehicles and heavy equipment. Revenue for the fleet management fund is generated through charges to operating departments. Each department that operates assigned vehicles is charged based on the departmental usage of the vehicles. Fleet management costs are reflected in each department's line-item budget.

#### Vehicle Replacement (Fund 367)

The City put surplus funds into this fund for the replacement of vehicles to update the fleet and save on maintenance costs.

#### Retiree Lump Sum Benefits (368)

This fund accounts for the set aside lump sum benefits for retiring employees.

### **ENTERPRISE FUND**

#### Police Computer Service Group (Fund 375)

This fund accounts for the computer services provided by the Police department to other public safety agencies for a fee. The programs are marketed to both public and private agencies. The program also provides these products and services to the West Covina Police Department.

### **SUCCESSOR AGENCY**

#### Successor Agency Redevelopment Obligation Retirement (Fund 810)

The City's Redevelopment Agency was dissolved as a result of the passage of ABX1 26, and the Successor Agency was subsequently created for the purpose of winding down the affairs of the former Redevelopment Agency. The responsibilities of the Successor Agency are to (1) continue to make payments on the outstanding debt of the former Redevelopment Agency for items that are deemed to be "enforceable obligations", and (2) wind down the activities of the Redevelopment Agency through the sale and disposition of assets and properties. The Successor Agency will receive allocations of property tax increment in amounts determined by the State Department of Finance (DOF) and deposited into the Redevelopment Property Tax Trust Fund (RPTTF) by the county. Those RPTTF allocations will then be used to pay the enforceable obligations.

#### Successor Agency Administration (Fund 815)

This fund is for all allowable administrative expenses of the Successor Agency, including salaries and benefits, legal costs, appraisals, consultants, and other administration and overhead charges as well as support costs incurred for the Oversight Board. The Successor Agency receives an annual amount equal to 3% of the RPTTF allocation approved for payment of enforceable obligations.



CFD Debt Service (Fund 853)

This fund was established as part of the Fashion Plaza Expansion Project of the former Redevelopment Agency for the purpose of issuing bonds to assist in the expansion of the leasable square footage and parking facilities of a regional shopping mall. The fund collects revenues from a special tax assessment on the property, as well as sales and property tax increment revenues generated on the property. Those revenues are used to service the principal and interest payments, and related costs of the outstanding bonds.

# DEBT SERVICE

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The City of West Covina, the Community Development Commission, and the Public Financing Authority (PFA) have issued debt instruments to finance capital projects and equipment. The three governmental units, although related, are distinct legal entities. The debt of the Community Development Commission (the former Redevelopment Agency) has been assumed by the Successor Agency to the City of West Covina Redevelopment Agency (“Successor Agency”).

The City has tax-based revenue from which to repay debt. The Successor Agency receives an allocation of property taxes from the Redevelopment Property Tax Trust Fund (RPTTF) in an amount sufficient to meet the annual debt service requirements. The PFA has no ability to generate revenues, other than through charges for the use of money and property. Debt between related governments has not been budgeted, as doing so would result in double-counting the debt and related revenues.

## DEBT ISSUED BY THE CITY OF WEST COVINA

### Notes Payable:

#### **Valencia Note - \$ 1,215,000**

This note for \$1,215,000 began May 1, 2003, to be fully amortized and payable over 20 years, with monthly installments of principal and interest.

The interest rate for the first 18 months was fixed at 5.31%. Every three years thereafter, interest is adjusted to the current 2-year Treasury bill plus 0.5%. The latest adjustment date was December 1, 2013, for an interest rate of 0.809%. The table below is based on this current rate. The next adjustment date will be December 1, 2016.

<b>Year-ending June 30</b>	<b>Principal</b>	<b>Interest</b>
2017	\$ 69,293	\$ 4,016
2018	69,900	3,409
2019	70,513	2,796
2020	71,131	2,178
2021	70,716	1,468
2022-2023	139,984	1,306
<b>Total</b>	<b>\$ 491,537</b>	<b>\$ 15,173</b>

**California Energy Commission (CEC) Note - \$1,278,000**

The City entered into a loan agreement with the CEC for \$1,278,000 for heating, ventilation and air-conditioning. It is amortized over 15-years with a 4.5% annual interest rate. The intent is to pay this debt obligation using energy savings resulting from the use of more efficient systems.

<b>Year-ending June 30</b>	<b>Principal</b>	<b>Interest</b>
2017	\$ 89,306	\$ 31,284
2018	93,370	27,220
2019	97,618	22,971
2020	102,013	18,577
2021	106,703	13,887
2022-2023	228,194	12,986
<b>Total</b>	\$ 717,204	\$ 126,925

**Successor Agency Note - \$11,578,351**

On December 4, 2015, the City and Successor Agency entered into a settlement agreement with the California Department of Finance (DOF) regarding the Other Funds Due Diligence Review. The agreement requires the City to repay the Successor Agency \$11,578,351 for transfers that did not represent enforceable obligations. The Successor Agency will then remit these funds to the Los Angeles County Auditor-Controller for allocation to the affected taxing entities. The amount of the note must be repaid through biannual payments in the amount of \$289,459 each on January 15th and June 15th until the loan is repaid in full on June 15, 2035. There is no interest charged on this repayment.

<b>Year-ending June 30</b>	<b>Principal</b>
2017	\$ 578,918
2018	578,918
2019	578,918
2020	578,918
2021	578,918
2022-2026	2,894,590
2027-2031	2,894,590
2032-2035	2,315,663
<b>Total</b>	\$ 10,999,433

**Capital Lease Obligations:****Ambulance Lease - \$358,784**

The City entered into a lease agreement on October 18, 2013, for the acquisition of an ambulance. This lease agreement qualifies as a capital lease for accounting purposes (title transfers at the end of the lease) and, therefore, has been recorded at the present value of the future minimum lease payments as of the date of inception. The ambulance acquired under this lease agreement is recorded at its acquisition cost of \$358,784. The City obtained financing in

the amount of \$285,224 with an interest rate of 2.31% and semiannual payments of \$75,471 through the end of the lease, October 2017.

Year Ending <u>June 30,</u>	
2017	\$ 75,471
2018	<u>75,471</u>
Subtotal	150,942
Less: amount representing interest	<u>(5,074)</u>
 Present value of future lease payments	 <u>\$ 145,868</u>

**Fire Truck Equipment Lease-Purchase - \$2,568,446**

The City entered into a loan agreement with Holman Capital Corporation for \$2,568,446 for various fire trucks together with accessories, attachments and substitutions to be purchased by the City on December 23, 2015. It is amortized over 12-years with a 3.1% annual interest rate. Principal and interest payments are due semiannually on January 1<sup>st</sup> and July 1<sup>st</sup> of each year.

Year-ending June 30	Principal	Interest
2017	\$ 177,855	\$ 80,291
2018	185,464	72,682
2019	191,258	66,888
2020	197,233	60,913
2021	203,395	54,752
2022-2026	1,116,350	174,382
2027-2029	496,891	19,403
<b>Total</b>	<b>\$ 2,568,446</b>	<b>\$ 529,311</b>

## DEBT ISSUED BY THE FORMER REDEVELOPMENT AGENCY

### Bonds Payable:

**1996 Special Tax Refunding Bonds Community Facilities District No. 1989-1 (The Fashion Plaza Project), Original Issue - \$51,220,000** – A Special Tax levy, sales tax increment and property tax increment revenues secure repayment. The serial bonds matured during the fiscal year ended June 30, 2007. The term bonds bear interest at a rate from 5.75% to 6.0% payable semiannually on March 1<sup>st</sup> and September 1<sup>st</sup> of each year. Final maturity is in September 2022.

Year-ending June 30	Principal	Interest
2017	\$ 2,745,000	\$ 1,452,900
2018	3,000,000	1,277,700
2019	3,250,000	1,087,050
2020	3,495,000	881,250
2021	3,735,000	660,750
2022-2023	8,960,000	572,850
<b>Total</b>	<b>\$ 25,185,000</b>	<b>\$ 5,932,500</b>

**1988 Lease Revenue Refunding Bonds (The Lakes Public Parking Project), Original Issue - \$7,750,000** - A facilities lease with the property owner secures repayment. Final maturity is on August 1, 2018. The bonds bear interest at a variable rate, which is paid monthly based upon the prevailing market conditions. The Community Development Commission and the Parking Authority jointly issued the bonds.

Year-ending June 30	Principal	Interest
2017	\$ 575,000	Variable
2018	625,000	Variable
2019	670,000	Variable
<b>Total</b>	<b>\$ 1,870,000</b>	Variable

**2002 Tax Allocation Revenue Refunding Bonds, Series 2002,**

**Original Issue - \$12,200,000** - The former Redevelopment Agency executed long-term agreements with the West Covina Public Financing Authority to prepay all the outstanding balance of the West Covina Public Financing Authority Tax Allocation Bonds. Due to the dissolution of the former Redevelopment Agency, the Bonds are now obligations of the Successor Agency and payable from an allocation of property tax increment in the Redevelopment Property Tax Trust Fund (RPTTF). Interest rates range from 1.75% to 5.10%. The Bonds mature in September 2025.

<b>Year-ending June 30</b>	<b>Principal</b>	<b>Interest</b>
2017	\$ 660,000	\$ 319,515
2018	690,000	285,090
2019	725,000	249,008
2020	765,000	211,013
2021	800,000	171,105
2022-2026	2,955,000	391,553
<b>Total</b>	<b>\$ 6,595,000</b>	<b>\$ 1,627,284</b>

**Sales and Use Tax Reimbursement Agreement** – The former Redevelopment Agency agreed to reimburse the City for sales tax revenues used to secure CFD bonds. Under the agreement, all previously foregone sales tax through FY 2005-06 totaling \$9.6 million will be repaid starting FY 2005-06, spread over 20 years at 4% interest. These repayments will be combined with the annual reimbursement of future sales tax amounts. The total annual payments would range from \$1.5 million in 2005-06 to a high of \$2.9 million in 2021-22 with final payments totaling \$1.2 million in 2024-25. In the event sufficient revenues to make the scheduled payments do not exist, the amount will carry forward with no default on the agreement. Said agreement may be amended so long as owners of obligations payable from the tax increment are not harmed. As a result of redevelopment dissolution, this agreement has also been deemed invalid at this time. Staff continue to research ways to get this agreement approved by the Department of Finance.

**DEBT ISSUED BY CITY OF WEST COVINA  
PUBLIC FINANCING AUTHORITY**

**Bonds Payable:**

**1998 Housing Set-aside Tax Allocation Bonds (Executive Lodge Project) Tax-exempt and Taxable Series), Original Issue - \$6,145,000** - Due to the dissolution of the former Redevelopment Agency, the Bonds are now obligations of the Successor Agency and payable from an allocation of property tax increment in the Redevelopment Property Tax Trust Fund (RPTTF). Interest rates vary from 4.5% to 7.0% payable semiannually on March 1<sup>st</sup> and September 1<sup>st</sup> of each year. Final maturity is in September 2025.

**Series A (Tax Exempt)**

<b>Year-ending June 30</b>	<b>Principal</b>	<b>Interest</b>
2017	\$ 205,000	\$ 132,348
2018	215,000	121,428
2019	225,000	109,931
2020	240,000	97,725
2021	250,000	84,800
2022-2026	1,475,000	203,388
<b>Total</b>	<b>\$ 2,610,000</b>	<b>\$ 749,620</b>

**Series B (Taxable)**

<b>Year-ending June 30</b>	<b>Principal</b>	<b>Interest</b>
2017	\$ 50,000	\$ 46,900
2018	55,000	43,225
2019	60,000	39,200
2020	60,000	35,000
2021	65,000	30,625
2022-2026	405,000	75,075
<b>Total</b>	<b>\$ 695,000</b>	<b>\$ 270,025</b>

**1999 West Covina Public Financing Authority Taxable Variable Rate Demand Tax Allocation Bonds, Original Issue - \$3,945,000** - Due to the dissolution of the former Redevelopment Agency, the Bonds are now obligations of the Successor Agency and payable from an allocation of property tax increment in the Redevelopment Property Tax Trust Fund (RPTTF). Final maturity is in November 2029.

<b>Year-ending June 30</b>	<b>Principal</b>	<b>Interest</b>
2017	\$ 165,000	Variable
2018	165,000	Variable
2019	170,000	Variable
2020	175,000	Variable
2021	185,000	Variable
2022-2026	1,075,000	Variable
2027-2030	1,030,000	Variable
<b>Total</b>	<b>\$ 2,965,000</b>	<b>Variable</b>

**2001 Housing Set-aside Tax Allocation Bonds, Original Issue - \$11,275,000** - Due to the dissolution of the former Redevelopment Agency, the Bonds are now obligations of the Successor Agency and payable from an allocation of property tax increment in the Redevelopment Property Tax Trust Fund (RPTTF). The interest on the bonds is payable on March 1<sup>st</sup> and September 1<sup>st</sup> of each year with interest rates ranging from 2.25% to 5.00%. Final maturity is in September 2031.

<b>Year-ending June 30</b>	<b>Principal</b>	<b>Interest</b>
2017	\$ 475,000	\$ 289,288
2018	500,000	266,250
2019	525,000	241,906
2020	550,000	216,238
2021	575,000	189,094
2022-2026	1,555,000	634,325
2027-2031	1,765,000	315,375
2032	195,000	4,875
<b>Total</b>	<b>\$ 6,140,000</b>	<b>\$ 2,157,351</b>

**2002 Lease Revenue Refunding Bonds, Series B (Public Facilities Project), Original Issue - \$19,205,000 and 2005 Lease Variable Rate Lease Revenue Refunding Bonds 2005 Series C, Original Issue - \$2,735,000** - This was composed of Series A (\$2,690,000) Taxable Variable Lease Revenue Refunding Bonds and Series B (\$19,205,000) Variable Rate Lease Revenue Refunding Bonds (Series B). Series A bonds were subject to mandatory redemption on September 1, 2005. It was refunded and the Authority issued the Variable Rate Lease Revenue Refunding Bonds (Series C) for \$2,735,000.

Interest on both bond issues is paid monthly at a variable rate. Principal on Series B bonds are due annually on September 1<sup>st</sup> and the bonds mature in 2035. Principal on Series C bonds are due annually on September 1<sup>st</sup> with final maturity in 2034.

The bonds are payable from lease payments to be made by the City to the Authority as rental for certain public facilities. Annual payments on both bond issues are shown below.

<b>Series B</b>		
<b>Year-ending June 30</b>	<b>Principal</b>	<b>Interest</b>
2017	\$ 545,000	Variable
2018	560,000	Variable
2019	575,000	Variable
2020	595,000	Variable
2021	610,000	Variable
2022-2026	3,340,000	Variable
2027-2031	3,870,000	Variable
2032-2035	4,485,000	Variable
<b>Total</b>	<b>\$ 14,580,000</b>	<b>Variable</b>

<b>Series C</b>		
<b>Year-ending June 30</b>	<b>Principal</b>	<b>Interest</b>
2017	\$ 80,000	Variable
2018	80,000	Variable
2019	85,000	Variable
2020	90,000	Variable
2021	90,000	Variable
2022-2026	510,000	Variable
2027-2031	615,000	Variable
2032-2035	585,000	Variable
<b>Total</b>	<b>\$ 2,135,000</b>	<b>Variable</b>



**2004 West Covina Public Finance Authority Lease Revenue Bonds, Series A and B (Golf Course Project), Original Issue - \$13,500,000** – This is composed of Series A (\$8,165,000) and Series B (\$5,335,000) bonds issued in August 2004, to provide financing for grading and infrastructure improvements relating to City’s proposed municipal golf course and other development at the former BKK Landfill site. Interest on both bond issues is paid monthly at a variable rate. The bonds are payable from lease payments from the City’s General Fund as rental for certain public facilities. Final maturity date is May 1, 2034.

<b>Year-ending June 30</b>	<b>Principal</b>	<b>Interest</b>
2017	\$ 375,000	Variable
2018	395,000	Variable
2019	410,000	Variable
2020	430,000	Variable
2021	450,000	Variable
2022-2026	2,565,000	Variable
2027-2031	3,220,000	Variable
2032-2034	2,320,000	Variable
<b>Total</b>	<b>\$ 10,165,000</b>	<b>Variable</b>

**2013 West Covina Public Financing Authority Lease Revenue Refunding Bonds, Series A (Community Center Project), Original Issue - \$2,185,000** – The bonds were issued in January 2014 to provide financing for the advance refunding of the City’s 2003 Lease Revenue Bonds, Series A. The bonds mature annually on August 1<sup>st</sup> in amounts ranging from \$65,000 to \$95,000 through August 1, 2043. The bonds bear interest at a variable rate which is reset weekly.

<b>Year-ending June 30</b>	<b>Principal</b>	<b>Interest</b>
2017	\$ 65,000	Variable
2018	65,000	Variable
2019	65,000	Variable
2020	65,000	Variable
2021	65,000	Variable
2022-2026	350,000	Variable
2027-2031	380,000	Variable
2032-2036	410,000	Variable
2037-2041	440,000	Variable
2042-2044	280,000	Variable
<b>Total</b>	<b>\$ 2,185,000</b>	<b>Variable</b>

**Big League Dreams Project, \$10,710,000 Lease Revenue Bonds, 2006 Series A, \$7,295,000 Lease Revenue Bonds, 2006 Series B (Taxable)** - Issued to provide funds for the construction of the West Covina Big League Dreams Sports Park and adjacent infrastructure improvements. Series A Bonds are payable from base rental payments from Series A Site (six replica stadiums, a multi-sport pavilion, restaurants, batting cages, playgrounds and administration and maintenance

facilities). Interest rates range from 4.0% to a maximum of 5.0% over the term of the bonds. Series B Bonds are payable from rental payments for Series B Site (comprised of the North Parking Structure located at the West Covina Civic Center Complex). Interest rates range from 5.39% to 6.07% over the term of the bonds.

<b>Year-ending June 30</b>	<b>Series A Principal</b>	<b>Series A Interest</b>	<b>Series B Principal</b>	<b>Series B Interest</b>
2017	\$ 130,000	\$ 507,483	\$ 180,000	\$ 403,182
2018	170,000	502,120	190,000	392,292
2019	205,000	494,895	200,000	380,797
2020	245,000	486,080	215,000	368,697
2021	290,000	475,300	225,000	355,690
2022-2026	2,085,000	2,116,750	1,355,000	1,556,110
2027-2031	2,710,000	1,531,500	1,830,000	1,091,083
2032-2036	4,450,000	759,250	2,455,000	464,659
<b>Total</b>	<b>\$ 10,285,000</b>	<b>\$ 6,873,378</b>	<b>\$ 6,650,000</b>	<b>\$ 5,012,510</b>

**RESOLUTION NO. 2016-59**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, ADOPTING THE BUDGET FOR THE CITY OF WEST COVINA, THE SUCCESSOR AGENCY TO THE FORMER WEST COVINA REDEVELOPMENT AGENCY, AND THE LOCAL ENFORCEMENT AGENCY OPERATING BUDGETS AND THE CAPITAL IMPROVEMENT PROGRAM FOR FISCAL YEAR 2016-17**

**WHEREAS**, the City Manager has presented to the City Council a proposed budget for Fiscal Year 2016-17; and

**WHEREAS**, the City Council of the City of West Covina has conducted a public meeting on June 21, 2016, to consider the Fiscal Year 2016-17 budget document; and

**WHEREAS**, the City Council of the City of West Covina has concluded its review and intends to approve and adopt the Fiscal Year 2016-17 budget for the City, the Successor Agency to the Former West Covina Redevelopment Agency, the Local Enforcement Agency and the Capital Improvement Program.

**NOW, THEREFORE**, the City Council of the City of West Covina does resolve as follows:

**SECTION 1.** The Operating Budget and Capital Improvement Program for the City of West Covina for Fiscal Year 2016-17, as prepared and submitted by the City Manager and as modified by the City Council, is hereby approved, adopted and appropriated. A copy of said budget is hereby ordered to be filed in the Office of the City Clerk within thirty days and shall be certified by the City Clerk as having been adopted by this resolution.

**SECTION 2.** The budget for the Successor Agency to the Former West Covina Redevelopment Agency for Fiscal Year 2016-17, as prepared and submitted by the Executive Director and as modified by the Agency Board Members, is hereby approved, adopted and appropriated. A copy of said budget is hereby ordered to be filed in the Office of the City Clerk/Secretary within thirty days and shall be certified by the City Clerk/Secretary as having been adopted by this resolution.

**SECTION 3.** The operating budget for the Local Enforcement Agency for Fiscal Year 2016-17, as prepared and submitted by the City Manager and as modified by the City Council, is hereby approved, adopted and appropriated. A copy of said budget is hereby ordered to be filed in the Office of the City Clerk within thirty days and shall be certified by the City Clerk as having been adopted by this resolution.

**SECTION 4.** From the effective date of said Budget, appropriations may be reallocated from one activity account to another within the operating budget upon review by the Finance Department and approval of the City Manager or his/her designee, providing there is no change

in the scope of service delivery level or increase in the appropriation as approved by the City Council.

**SECTION 5.** As necessary, appropriations may be made for donations and grants received during the fiscal year up to \$30,000 per source or grantor upon review by the Finance Department and approval of the City Manager or his/her designee. Donations and grant awards with matching requirements, or exceeding \$30,000 from a single source or grantor, require City Council approval.

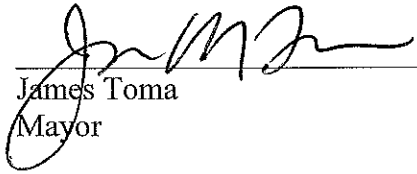
**SECTION 6.** The approved budgets for the Capital Improvement Program remain as authorized appropriations for the individual capital projects until these capital projects are completed. Any unexpended authorized appropriations for each capital project is automatically carried over from fiscal year to fiscal year, until the funds of the individual capital project are expended or the capital project is canceled. Following the completion of the individual capital projects, the unexpended appropriations of each completed capital project shall be canceled and the capital projects funding sources shall be released from their unexpended funding commitment.

**SECTION 7.** The City Council does hereby authorize and approve the number and classification of employees in the respective functions, departments and/or activities as set forth in the Fiscal Year 2016-17 Budget. No increase shall be made in this number of positions without City Council approval. However, the City Manager is authorized to transfer such positions within existing position classifications and reorganize departments under his authority, if in his judgement such actions will result in a higher degree of efficiency of overall operations of the City.

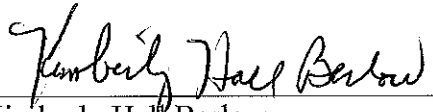
**SECTION 8.** At the close of the 2015-16 Fiscal Year, unexpended appropriations in the Operating Budget may be carried forward to the 2016-17 Fiscal Year upon review by the Finance Department and approval of the City Manager for the expense of outstanding purchase commitments and programs.

**SECTION 9.** That the City Clerk shall certify to the adoption of this resolution and the same shall be in full force in effect immediately upon adoption.


PASSED, APPROVED AND ADOPTED this 21<sup>st</sup> day of June, 2016.

  
James Toma  
Mayor

**APPROVED AS TO FORM:**

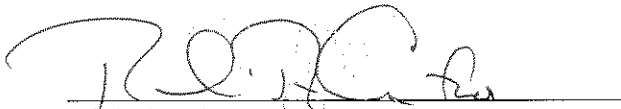
  
Kimberly Hall Barlow  
City Attorney

**ATTEST:**

  
Nickolas S. Lewis  
City Clerk

I, HEREBY CERTIFY that the foregoing resolution was duly adopted by the City Council of the City of West Covina, California, at a regular meeting thereof on the 21<sup>st</sup> day of June, 2016, by the following vote of City Council:

AYES: Johnson, Warshaw, Toma  
NOES: None  
ABSENT: Spence, Wu  
ABSTAIN: None

  
Nickolas S. Lewis  
City Clerk

**RESOLUTION NO. 2016-63**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, ADOPTING THE BUDGET FOR THE WEST COVINA COMMUNITY SERVICES FOUNDATION, INCORPORATED FOR FISCAL YEAR 2016-17**

**WHEREAS**, the City Manager has presented to the City Council a proposed budget for Fiscal Year 2016-17; and

**WHEREAS**, the City Council of the City of West Covina has conducted a public meeting on July 5, 2016, to consider the Fiscal Year 2016-17 budget document; and

**WHEREAS**, the City Council of the City of West Covina has concluded its review and intends to approve and adopt the Fiscal Year 2016-17 budget for the West Covina Community Services Foundation, Incorporated.

**NOW, THEREFORE**, the City Council of the City of West Covina does resolve as follows:

**SECTION 1.** The budget for the West Covina Community Services Foundation, Incorporated for Fiscal Year 2016-17, as prepared and submitted by the President and as modified by the Foundation Board Members, is hereby approved, adopted and appropriated. A copy of said budget is hereby ordered to be filed in the Office of the City Clerk/Secretary within thirty days and shall be certified by the City Clerk/Secretary as having been adopted by this resolution.

**SECTION 2.** From the effective date of said Budget, appropriations may be reallocated from one activity account to another within the operating budget upon review by the Finance Department and approval of the City Manager or his/her designee, providing there is no change in the scope of service delivery level or increase in the appropriation as approved by the City Council.

**SECTION 3.** As necessary, appropriations may be made for donations and grants received during the fiscal year up to \$30,000 per source or grantor upon review by the Finance Department and approval of the City Manager or his/her designee. Donations and grant awards with matching requirements, or exceeding \$30,000 from a single source or grantor, require City Council approval.

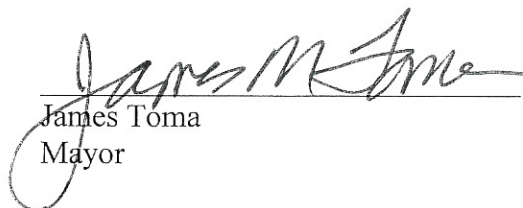
**SECTION 4.** The approved budgets for the Capital Improvement Program remain as authorized appropriations for the individual capital projects until these capital projects are completed. Any unexpended authorized appropriations for each capital project is automatically carried over from fiscal year to fiscal year, until the funds of the individual capital project are expended or the capital project is canceled. Following the completion of the individual capital projects, the unexpended appropriations of each completed capital project shall be canceled and

the capital projects funding sources shall be released from their unexpended funding commitment.

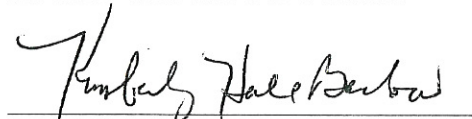
**SECTION 5.** At the close of the 2015-16 Fiscal Year, unexpended appropriations in the Operating Budget may be carried forward to the 2016-17 Fiscal Year upon review by the Finance Department and approval of the City Manager for the expense of outstanding purchase commitments and programs.

**SECTION 6.** That the City Clerk shall certify to the adoption of this resolution and the same shall be in full force in effect immediately upon adoption.


**PASSED, APPROVED AND ADOPTED** this 5<sup>th</sup> day of July, 2016.

  
James Toma  
Mayor

**APPROVED AS TO FORM:**


  
Kimberly Hall Barlow  
City Attorney

**ATTEST:**

  
Nickolas S. Lewis  
City Clerk

I, HEREBY CERTIFY that the foregoing resolution was duly adopted by the City Council of the City of West Covina, California, at a regular meeting thereof on the 5<sup>th</sup> day of July, 2016, by the following vote of City Council:

AYES: Johnson, Spence, Warshaw, Wu  
NOES: None  
ABSENT: None  
ABSTAIN: Toma

  
Nickolas S. Lewis  
City Clerk

**RESOLUTION NO. 2016-54**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, SETTING THE ANNUAL APPROPRIATIONS LIMIT FOR THE FISCAL YEAR ENDING JUNE 30, 2017**

**WHEREAS**, Article XIII B of the California Constitution requires the Legislative Body to establish its appropriations limit at a regularly scheduled meeting for the upcoming fiscal year ending June 30, 2017; and

**WHEREAS**, Section 7910 of the Government Code requires the governing body of each local jurisdiction to make such determinations and establish its appropriations limit by resolution; and

**WHEREAS**, the appropriations limit documentation has been available for public inspection, per Section 7910 of the Government Code, prior to the approval of the limit by Legislative Body; and

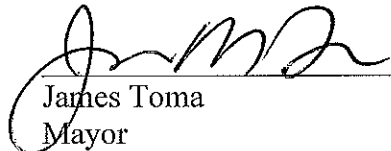
**WHEREAS**, for the fiscal year ending June 30, 2017, the appropriations limit has been calculated using the change in population for the County of Los Angeles (rather than for the City of West Covina) and the change in California per capita personal income (rather than the change in local assessed value due to the addition of non-residential new construction).

**NOW, THEREFORE**, the City Council of the City of West Covina does resolve as follows:

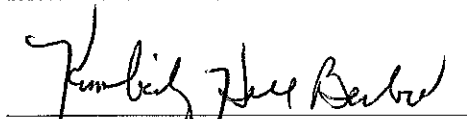
**SECTION 1.** The appropriations limit for year ending June 30, 2017, is established at \$156,824,656; and

**SECTION 2.** That the City Clerk shall certify to the adoption of this resolution and the same shall be in full force in effect immediately upon adoption.


**PASSED, APPROVED AND ADOPTED** this 21<sup>st</sup> day of June, 2016.

  
James Toma  
Mayor

**APPROVED AS TO FORM:**

  
Kimberly Hall Barlow  
City Attorney

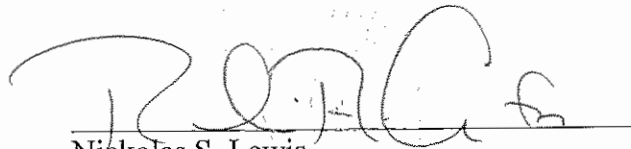
**ATTEST:**

  
Nickolas S. Lewis  
City Clerk



I, HEREBY CERTIFY that the foregoing resolution was duly adopted by the City Council of the City of West Covina, California, at a regular meeting thereof on the 21<sup>st</sup> day of June, 2016, by the following vote of City Council:

AYES: Johnson, Warshaw, Toma  
NOES: None  
ABSENT: Spence, Wu  
ABSTAIN: None



Nickolas S. Lewis  
City Clerk

# APPROPRIATIONS LIMIT CALCULATION

Article XIII B of the State Constitution, commonly referred to as the "Gann Limit", was adopted when California's voters approved Proposition 4 in November 1979. The limit has been modified by two subsequent initiatives-- Proposition 98 in 1988 and Proposition 111 in 1990--but its basic framework remains in place today.

Article XIII B places an annual limit on the appropriation of tax proceeds that can be made by the state, school districts and local governments in California. These limits are based on the amount of appropriations in the 1978-79 "base" year, as adjusted each year for population growth and cost-of-living factors. State and local governments are precluded from retaining any "excess revenues" above the limit. Article XIII B also requires the state to reimburse local governments for the cost of certain state mandates. The limit is different for every agency and changes each year.

For fiscal year 2016-17, the estimated tax proceeds appropriated by the West Covina City Council are under the limit. The Appropriations Limit for fiscal year 2016-17 is \$156,824,656. This amount is the maximum amount of tax proceeds the City is able to appropriate and spend in fiscal year 2016-17. The appropriations subject to the limit are \$44,997,834 leaving the City with an appropriations capacity under the limit of \$111,826,822.

## APPROPRIATIONS LIMIT CALCULATION - FISCAL YEAR 2016-17

### **Part I - Calculation of Appropriations Limit**

Appropriations Limit - Fiscal Year 2015-16:		\$ 147,571,898
Change in Per Capita Personal Income (5.37%)	1.0537 <sup>(a)</sup>	
Change in County Population (0.85%):	1.0085 <sup>(a)</sup>	
Calculation of Growth Factor (1.0537 x 1.0085)		1.0627
<b>Appropriations Limit - Fiscal Year 2016-17:</b>		<b>\$ 156,824,656</b>

### **Part II - Appropriations Subject to the Limit**

Proceeds from Taxes		\$ 44,997,834
Less: Debt Service Payments		-
<b>Total Appropriations Subject to the Limit</b>		<b>\$ 44,997,834</b>

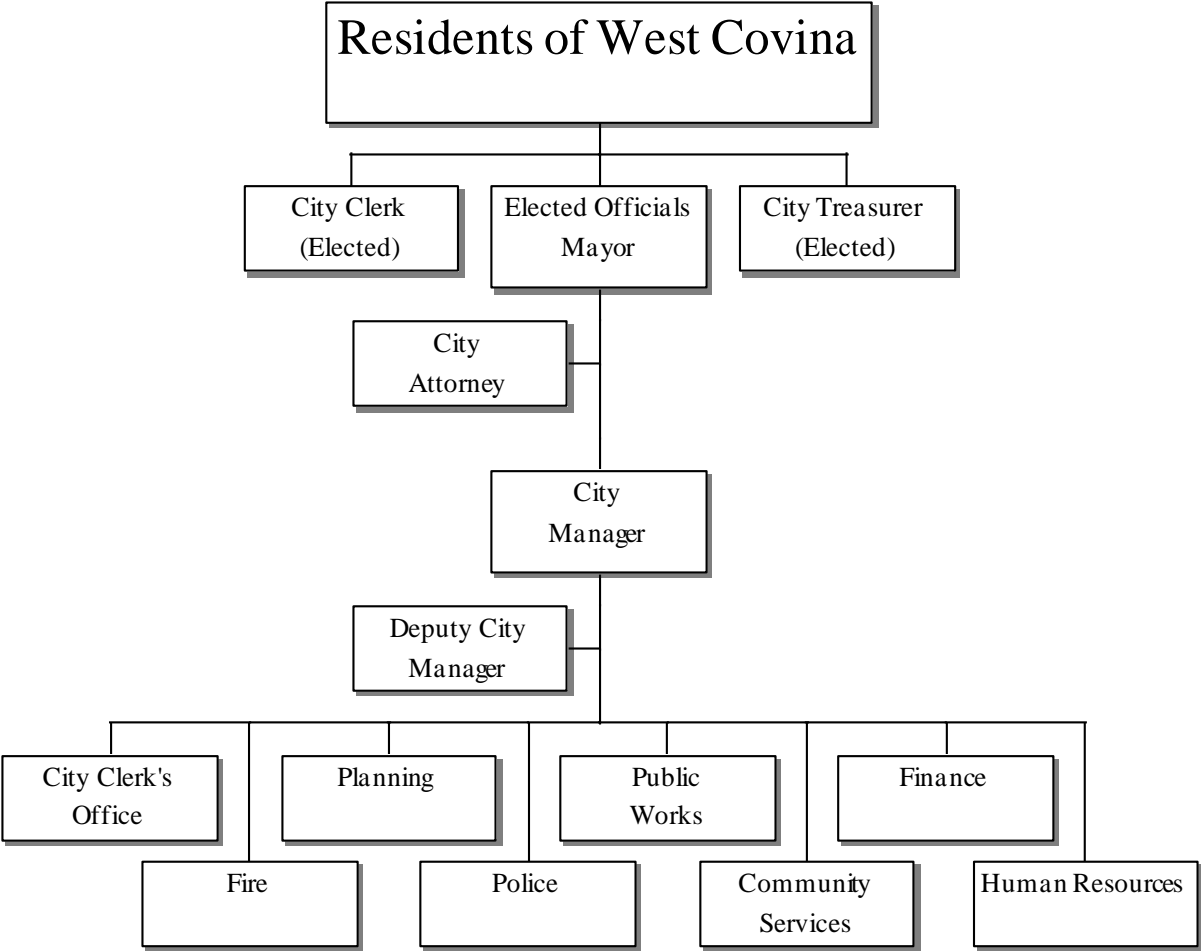
### **Part III - Calculation of Appropriations Over/Under the Limit**

Appropriations Limit - Fiscal Year 2016-17:		\$ 156,824,656
Less: Appropriations Subject to Limitation		(44,997,834)
<b>Total Appropriations Under the Limit</b>		<b>\$ 111,826,822</b>

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<sup>(a)</sup> Source: State of California, Department of Finance, Price and Population Information, May 2016

**FY 2016-17 CITYWIDE ORGANIZATIONAL CHART**



City of West Covina  
Principal Property Tax Payers

For Fiscal Year Ending June 30, 2015			
Taxpayer	Taxable Assessed Value	Rank	Percent of Total Taxable Assessed Value
Plaza West Covina LLC	\$ 220,306,658	1	2.30%
Eastland Shopping Center LLC	105,368,555	2	1.10%
Walnut Ridge Apartments LP	55,827,608	3	0.58%
Barranca Medici LP	52,402,350	4	0.55%
Gateway Crescent LLC	46,800,000	5	0.49%
Eastland Tower Partnership	46,100,000	6	0.48%
Glendora Avenue Properties LLC	46,088,474	7	0.48%
TPA of Nasch LLC	44,824,901	8	0.47%
Hassen Real Estate Partnership	36,336,233	9	0.38%
Kor/Bam Sunset Plaza LLC	32,287,266	10	0.34%
Totals	\$ 686,342,045		7.17%

## City of West Covina Top 25 Sales Tax Producers

<u>Business Name</u>	<u>Business Category</u>
Ashley Furniture	Home Furnishings
Audi West Covina	New Motor Vehicle Dealers
Azusa Arco	Service Stations
Best Buy	Electronics/Appliance Stores
Crestview Cadillac	New Motor Vehicle Dealers
Daimler Trust	Auto Lease
Dick's Sporting Goods	Sporting Goods/Bike Stores
Home Depot	Lumber/Building Materials
JC Penney	Department Stores
Macys	Department Stores
Nordstrom Rack	Department Stores
Norm Reeves Honda	New Motor Vehicle Dealers
Penske Mercedes Benz	New Motor Vehicle Dealers
Penske Toyota Scion	New Motor Vehicle Dealers
Premier Chrysler Jeep Dodge Ram	New Motor Vehicle Dealers
Reynolds Buick	New Motor Vehicle Dealers
Ross Dress for Less	Family Apparel
Sears	Department Stores
Stater Bros	Grocery Stores Liquor
Target	Discount Dept Stores
Triples Chevron	Service Stations
United Oil	Service Stations
Walmart	Discount Dept Stores
West Covina Nissan	New Motor Vehicle Dealers
West Covina Toyota	New Motor Vehicle Dealers

Department / Fund Matrix	City Admin	Planning	Police	Fire	Public Works	Community Services
General Fund	✓	✓	✓	✓	✓	✓
State Asset Forfeitures			✓			
Drug Enforcement Rebate			✓			
Air Quality Improvement Trust					✓	
Integrated Waste Management					✓	
Proposition "A"					✓	✓
Proposition "C"					✓	✓
State Gas Tax	✓				✓	
Police Donations			✓			
Transportation Development Act					✓	
AB 939					✓	
Bureau Of Justice Assistance Grant			✓			
Community Development Block Grant	✓		✓		✓	✓
SAFER Grant				✓		
STP Local					✓	
LA County Park Bond					✓	✓
Waste Mgt Enforcement - Grant					✓	
Senior Meals Program						✓
Used Oil Block Grant					✓	
Inmate Welfare			✓			
Public Safety Augmentation			✓			
COPS/SLESA			✓			
Beverage Container Recycling Grant					✓	
Summer Meals Program						✓
Maintenance District #1					✓	
Maintenance District #2					✓	
Coastal Sage And Scrub Cfd					✓	
Maintenance District #4					✓	
Maintenance District #6					✓	
Maintenance District #7					✓	
Citywide Maintenance District					✓	
Sewer Maintenance					✓	
Business Improvement District	✓					
Charter PEG	✓					
Art In Public Places		✓				
WC Community Services Foundation			✓			✓
Police Private Grants			✓			
Measure R					✓	✓
West Covina Housing Authority	✓					
Capital Projects		✓	✓	✓	✓	✓
Construction Tax					✓	
Information Technology	✓					
Parks						✓
Police Impact Fees (DIF)			✓			
Fire Impact Fees (DIF)				✓		
Park Impact Fees (DIF)						✓
City Administrative Impact Fees (DIF)	✓					
Public Works Impact Fees (DIF)					✓	
Park Dedication Fees "A"						✓
Park Dedication Fees "B"						✓
Park Dedication Fees "C"						✓
Park Dedication Fees "D"						✓
Park Dedication Fees "E"						✓
Park Dedication Fees "F"						✓
Park Dedication Fees "G"						✓

<b>Department / Fund Matrix</b>	<b>City Admin</b>	<b>Planning</b>	<b>Police</b>	<b>Fire</b>	<b>Public Works</b>	<b>Community Services</b>
Park Dedication Fees "H"						✓
Debt Service - City	✓					
General and Auto Liability	✓					
Workers' Compensation	✓					
Fleet Management					✓	
Vehicle Replacement					✓	
Retiree Lump Sum Benefits	✓					
Police Computer Service Group			✓			
Redevelopment Obligation Retirement	✓					
Successor Agency Administration	✓					
CFD Debt Service	✓					

## SUMMARY OF CHANGES IN FUND BALANCE

		FUND BALANCE 7/1/2016	2016-2017 REVENUE	2016-2017 EXPENDITURES	CHANGE IN FUND BALANCE	FUND BALANCE 6/30/2017	
<b>110</b>	<b>GENERAL FUND*</b>	\$ 13,908,100	\$ 60,556,482	\$ 60,540,295	\$ 16,187	\$ 13,924,287	<b>A</b>
116	STATE ASSET FORFEITURES	\$ 61,819	-	-	-	61,819	
117	FEDERAL ASSET FORFEITURES	1,762,587	20,000	-	20,000	1,782,587	
119	AIR QUALITY IMPROVEMENT TRUST	358,043	130,000	83,776	46,224	404,267	
120	INTEGRATED WASTE MANAGEMENT	64,709	70,000	55,341	14,659	79,368	
121	PROPOSITION "A"	426,967	2,086,155	2,437,640	(351,485)	75,482	
122	PROPOSITION "C"	194,458	1,647,463	1,340,692	306,771	501,229	
124	STAE GAS TAX	337,188	2,225,369	2,461,280	(235,911)	101,277	
127	POLICE DONATIONS	7,372	-	-	-	7,372	
128	TRANSPORTATION DEVELOPMENT ACT	147,501	70,573	175,000	(104,427)	43,074	
129	AB 939	362,081	173,000	169,089	3,911	365,992	
130	BUREAU OF JUSTICE ASSISTANCE GRANT	-	-	-	-	-	
131	COMMUNITY DEVELOPMENT BLOCK GRANT	219,041	740,580	820,580	(80,000)	139,041	<b>A</b>
133	SAFER GRANT	-	1,912,227	1,912,227	-	-	
138	ABC GRANT	1,161	-	-	-	1,161	
140	STP LOCAL	-	1,125,000	1,125,000	-	-	
143	LA COUNTY PARK BOND	(80,443)	-	50,154	(50,154)	(130,597)	
145	WASTE MGT ENFORCEMENT - GRANT	29,867	15,760	15,760	-	29,867	
146	SENIOR MEALS PROGRAM	76,971	205,000	241,687	(36,687)	40,284	
149	USED OIL BLOCK GRANT	(8,000)	-	-	-	(8,000)	
150	INMATE WELFARE	14,383	7,000	6,750	250	14,633	
153	PUBLIC SAFETY AUGMENTATION	279,355	725,000	725,000	-	279,355	
155	COPS/SLESA	92,742	170,000	6,670	163,330	256,072	
158	BEVERAGE CONTAINER RECYCLING GRANT	-	-	-	-	-	
159	SUMMER MEALS PROGRAM	-	26,715	26,715	-	-	
181	MAINTENANCE DISTRICT #1	1,519,775	459,963	444,704	15,259	1,535,034	
182	MAINTENANCE DISTRICT #2	430,689	138,500	175,812	(37,312)	393,377	
183	COASTAL SAGE AND SCRUB CFD	236,612	125,000	136,183	(11,183)	225,429	
184	MAINTENANCE DISTRICT #4	1,885,096	1,054,000	1,234,227	(180,227)	1,704,869	
186	MAINTENANCE DISTRICT #6	298,589	154,700	223,099	(68,399)	230,190	
187	MAINTENANCE DISTRICT #7	342,307	165,963	229,994	(64,031)	278,276	
188	CITYWIDE MAINTENANCE DISTRICT	841,349	1,622,734	1,516,522	106,212	947,561	
189	SEWER MAINTENANCE	1,357,428	2,919,592	2,457,376	462,216	1,819,644	
190	AUTO PLAZA IMPROVEMENT DISTRICT	75,184	146,605	117,284	29,321	104,505	
205	CHARTER PEG	266,627	-	266,627	(266,627)	-	
210	LA COUNTY GRANT - 1ST DISTRICT	-	-	-	-	-	
212	ART IN PUBLIC PLACES	91,796	70,000	8,000	62,000	153,796	
220	WC COMMUNITY SERVICES FOUNDATION	-	100,000	100,000	-	-	
221	POLICE PRIVATE GRANTS	-	-	-	-	-	
224	MEASURE R	350,272	1,235,506	1,323,891	(88,385)	261,887	
230	ENERGY EFFICIENCY GRANT	28,899	-	-	-	28,899	
231	ADVANCED TRAFFIC MGMT SYSTEM	4,006	-	-	-	4,006	
820	WEST COVINA HOUSING AUTHORITY	2,010,492	-	731,019	(731,019)	1,279,473	<b>A</b>
<b>TOTAL SPECIAL REVENUE FUNDS</b>		<b>\$ 14,086,923</b>	<b>\$ 19,542,405</b>	<b>\$ 20,618,099</b>	<b>\$ (1,075,694)</b>	<b>\$ 13,011,229</b>	
160	CAPITAL PROJECTS	\$ 187,225	\$ 380,000	\$ 480,815	\$ (100,815)	\$ 86,410	
161	CONSTRUCTION TAX	267,599	90,000	353,559	(263,559)	4,040	
162	INFORMATION TECHNOLOGY	-	1,200,000	1,200,000	-	-	
163	PARK FUND	-	-	-	-	-	
164	POLICE IMPACT FEES (DIF)	18,788	22,130	-	22,130	40,918	
165	FIRE IMPACT FEES (DIF)	22,904	26,385	-	26,385	49,289	
166	PARK IMPACT FEES (DIF)	4,032	65,530	-	65,530	69,562	
167	CITY ADMINISTRATIVE IMPACT FEES (DIF)	3,304	4,255	-	4,255	7,559	
168	PUBLIC WORKS IMPACT FEES (DIF)	1,652	1,700	-	1,700	3,352	
170	PARK DEDICATION FEES "A"	-	-	-	-	-	
171	PARK DEDICATION FEES "B"	-	-	-	-	-	
172	PARK DEDICATION FEES "C"	-	-	-	-	-	
173	PARK DEDICATION FEES "D"	5,889	-	-	-	5,889	
174	PARK DEDICATION FEES "E"	6,796	-	-	-	6,796	
175	PARK DEDICATION FEES "F"	-	43,800	-	43,800	43,800	
176	PARK DEDICATION FEES "G"	-	-	-	-	-	
177	PARK DEDICATION FEES "H"	-	-	-	-	-	
<b>TOTAL CAPITAL PROJECT FUNDS</b>		<b>\$ 518,189</b>	<b>\$ 1,833,800</b>	<b>\$ 2,034,374</b>	<b>\$ (200,574)</b>	<b>\$ 317,615</b>	
300	DEBT SERVICE - CITY	\$ 11,571,570	\$ 3,223,964	\$ 10,728,814	\$ (7,504,850)	\$ 4,066,720	<b>A</b>
<b>TOTAL DEBT SERVICE FUND</b>		<b>\$ 11,571,570</b>	<b>\$ 3,223,964</b>	<b>\$ 10,728,814</b>	<b>\$ (7,504,850)</b>	<b>\$ 4,066,720</b>	



## SUMMARY OF CHANGES IN FUND BALANCE

		FUND BALANCE 7/1/2016	2016-2017 REVENUE	2016-2017 EXPENDITURES	CHANGE IN FUND BALANCE	FUND BALANCE 6/30/2017
361	GENERAL AND AUTO LIABILITY	\$ 150,744	\$ 1,707,128	\$ 1,667,439	\$ 39,689	\$ 190,433
363	WORKERS' COMPENSATION	756	1,314,679	1,306,327	8,352	9,108
365	FLEET MANAGEMENT	-	1,582,610	1,582,610	-	-
367	VEHICLE REPLACEMENT	99,455	168,486	-	168,486	267,941
368	RETIREE LUMP SUM BENEFITS	603,832	-	120,000	(120,000)	483,832
<b>TOTAL INTERNAL SERVICE FUNDS</b>		<b>\$ 854,787</b>	<b>\$ 4,772,903</b>	<b>\$ 4,676,376</b>	<b>\$ 96,527</b>	<b>\$ 951,314</b>
					-	
375	POLICE COMPUTER SERVICE GROUP	\$ 144,667	\$ 1,604,324	\$ 1,582,296	\$ 22,028	\$ 166,695
<b>TOTAL ENTERPRISE FUND</b>		<b>\$ 144,667</b>	<b>\$ 1,604,324</b>	<b>\$ 1,582,296</b>	<b>\$ 22,028</b>	<b>\$ 166,695</b>
810	REDEVELOPMENT OBLIGATION RETIREMENT	\$ 739,343	\$ 13,067,115	\$ 9,105,464	\$ 3,961,651	\$ 4,700,994
815	SUCCESSOR AGENCY ADMINISTRATION	-	250,000	250,000	-	-
853	CFD DEBT SERVICE	2,885,817	4,899,500	5,307,900	(408,400)	2,477,417
<b>TOTAL PRIVATE PURPOSE TRUST FUNDS**</b>		<b>\$ 3,625,160</b>	<b>\$ 18,216,615</b>	<b>\$ 14,663,364</b>	<b>\$ 3,553,251</b>	<b>\$ 7,178,411</b>
						A
<b>GRAND TOTAL</b>		<b>\$ 44,709,396</b>	<b>\$ 109,750,493</b>	<b>\$ 114,843,618</b>	<b>\$ (5,093,125)</b>	<b>\$ 39,616,271</b>

\*Traffic Safety Fund, Fee & Charge Fund, and Fire Training Funds were determined not to be special revenue funds, so the activity was combined with the General Fund.

\*\*Long-term debt and fixed assets have been removed to more accurately reflect operating costs.

A - Advances, prepaids and notes loans receivable and funds held with trustee have been removed from fund balance to show a more accurate available fund balance.

# SCHEDULE OF REVENUES BY FUND

		2013-14 ACTUAL REVENUE		2014-15 ACTUAL REVENUE		2015-16 ADOPTED BUDGET		2016-17 ADOPTED BUDGET
<b>110</b>	<b>GENERAL FUND*</b>	\$ 57,247,145	\$	58,458,656	\$	57,310,960	\$	60,556,482
116	STATE ASSET FORFEITURES	169	\$	125	\$	-	\$	-
117	DRUG ENFORCEMENT REBATE	2,271,482		4,165,921		20,000		20,000
118	BUSINESS IMPROVEMENT TAX	30		16		-		-
119	AIR QUALITY IMPROVEMENT TRUST	133,146		134,823		134,000		130,000
120	INTEGRATED WASTE MANAGEMENT	73,219		55,210		70,000		70,000
121	PROPOSITION "A"	2,027,156		1,896,938		2,047,120		2,086,155
122	PROPOSITION "C"	1,515,151		1,578,548		1,615,485		1,647,463
124	STATE GAS TAX	3,574,825		3,419,058		2,411,741		2,225,369
126	PROPOSITION 1B	3		-		-		-
127	POLICE DONATIONS	16,974		16,259		-		-
128	TRANSPORTATION DEVELOPMENT ACT	50,515		-		68,702		70,573
129	AB 939	176,485		134,996		173,000		173,000
130	BUREAU OF JUSTICE ASSISTANCE GRANT	41,228		9,347		13,600		-
131	COMMUNITY DEVELOPMENT BLOCK GRANT	833,084		464,955		840,439		740,580
133	SAFER GRANT	-		859,655		1,706,255		1,912,227
138	ABC GRANT	-		2,982		6,779		-
140	STP LOCAL	1,456,978		-		-		1,125,000
143	LA COUNTY PARK BOND	-		162,837		100,000		-
145	WASTE MGT ENFORCEMENT - GRANT	15,762		15,761		15,760		15,760
146	SENIOR MEALS PROGRAM	237,591		195,181		205,000		205,000
149	USED OIL BLOCK GRANT	30,577		(6,542)		-		-
150	INMATE WELFARE	11,289		8,782		7,000		7,000
153	PUBLIC SAFETY AUGMENTATION	681,177		700,501		650,000		725,000
154	PRIVATE GRANTS	20		-		-		-
155	COPS/SLESA	187,782		193,177		170,000		170,000
158	BEVERAGE CONTAINER RECYCLING GRANT	28,384		(74,882)		-		-
159	SUMMER MEALS PROGRAM	8,545		9,594		26,810		26,715
181	MAINTENANCE DISTRICT #1	458,235		465,815		455,422		459,963
182	MAINTENANCE DISTRICT #2	144,715		149,595		138,500		138,500
183	COASTAL SAGE AND SCRUB CFD	62,912		79,220		107,400		125,000
184	MAINTENANCE DISTRICT #4	1,060,627		1,060,439		1,049,000		1,054,000
186	MAINTENANCE DISTRICT #6	154,596		155,661		155,000		154,700
187	MAINTENANCE DISTRICT #7	147,570		150,098		150,800		165,963
188	CITYWIDE MAINTENANCE DISTRICT	1,552,939		1,621,345		1,608,130		1,622,734
189	SEWER MAINTENANCE	2,850,167		2,845,478		2,871,565		2,919,592
190	BUSINESS IMPROVEMENT DISTRICT	11,416		119,990		57,750		146,605
204	COPS TECHNOLOGY GRANT	6		-		-		-
205	CHARTER PEG	701		683		-		-
210	LA COUNTY GRANT - 1ST DISTRICT	-		-		60,000		-
212	ART IN PUBLIC PLACES	366,025		82,045		70,000		70,000
215	N AZUSA RELINQUISHMENT	75		-		-		-
220	WC COMMUNITY SERVICES FOUNDATION	200,146		162,550		100,000		100,000
221	POLICE PRIVATE GRANTS	5		5,500		-		-
224	MEASURE R	1,130,197		1,181,708		1,211,328		1,235,506
226	ARRA - STIMULUS PROJECTS	44		-		-		-
227	HOMELAND SECURITY GRANT	163,759		178,359		-		-
228	RECOVERY BYRNE GRANT	-		-		-		-
229	RUBBERIZED ASPHALT CONCRETE GRANT	58		-		-		-
230	ENERGY EFFICIENCY GRANT	24,777		2,448		37,170		-
231	ADVANCED TRAFFIC MGMT SYSTEM	238		146		-		-
232	NON-FEDERAL GRANTS	-		70,000		-		-
370	DARE ENTERPRISE	24		-		-		-
820	WEST COVINA HOUSING AUTHORITY	478,010		332,124		18,000		-
<b>TOTAL SPECIAL REVENUE FUNDS</b>		<b>\$ 22,178,814</b>	<b>\$</b>	<b>22,606,446</b>	<b>\$</b>	<b>18,371,756</b>	<b>\$</b>	<b>19,542,405</b>

## SCHEDULE OF REVENUES BY FUND

	2013-14 ACTUAL REVENUE	2014-15 ACTUAL REVENUE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
160 CAPITAL PROJECTS	\$ 1,331	\$ 1,073	\$ -	\$ 380,000
161 CONSTRUCTION TAX	351,730	239,208	90,000	90,000
162 INFORMATION TECHNOLOGY	-	-	-	1,200,000
163 PARKS	5,295	-	-	-
164 POLICE IMPACT FEES (DIF)	-	-	-	22,130
165 FIRE IMPACT FEES (DIF)	-	-	-	26,385
166 PARK IMPACT FEES (DIF)	-	-	-	65,530
167 CITY ADMINISTRATIVE IMPACT FEES (DIF)	-	-	-	4,255
168 PUBLIC WORKS IMPACT FEES (DIF)	-	-	-	1,700
170 PARK DEDICATION FEES "A"	-	21,931	-	-
171 PARK DEDICATION FEES "B"	-	-	-	-
172 PARK DEDICATION FEES "C"	167	122	-	-
173 PARK DEDICATION FEES "D"	2,981,543	7,179	-	-
174 PARK DEDICATION FEES "E"	6	810,907	229,950	-
175 PARK DEDICATION FEES "F"	21,925	625,029	295,650	43,800
176 PARK DEDICATION FEES "G"	-	2	-	-
177 PARK DEDICATION FEES "H"	-	-	-	-
<b>TOTAL CAPITAL PROJECT FUNDS</b>	<b>\$ 3,361,997</b>	<b>\$ 1,705,451</b>	<b>\$ 615,600</b>	<b>\$ 1,833,800</b>
300 DEBT SERVICE - CITY	\$ 5,669,302	\$ 3,366,447	\$ 2,722,415	\$ 3,223,964
<b>TOTAL DEBT SERVICES FUND</b>	<b>\$ 5,669,302</b>	<b>\$ 3,366,447</b>	<b>\$ 2,722,415</b>	<b>\$ 3,223,964</b>
361 GENERAL AND AUTO LIABILITY	\$ 1,462,368	\$ 972,129	\$ 1,362,284	\$ 1,707,128
363 WORKERS' COMPENSATION	1,265,525	1,618,147	1,389,157	1,314,679
365 FLEET MANAGEMENT	1,472,341	1,454,688	1,620,305	1,582,610
367 VEHICLE REPLACEMENT	557	467	80,000	168,486
368 RETIREE LUMP SUM BENEFITS	95,504	89,771	87,780	-
<b>TOTAL INTERNAL SERVICE FUNDS</b>	<b>\$ 4,296,295</b>	<b>\$ 4,135,202</b>	<b>\$ 4,539,526</b>	<b>\$ 4,772,903</b>
375 POLICE COMPUTER SERVICE GROUP	\$ 1,873,636	\$ 1,656,690	\$ 1,663,078	\$ 1,604,324
<b>TOTAL ENTERPRISE FUND</b>	<b>\$ 1,873,636</b>	<b>\$ 1,656,690</b>	<b>\$ 1,663,078</b>	<b>\$ 1,604,324</b>
810 REDEVELOPMENT OBLIGATION RETIREMENT	\$ 8,019,203	\$ 8,126,226	\$ 4,637,100	\$ 13,067,115
815 SUCCESSOR AGENCY ADMINISTRATION	342,855	306,097	250,000	250,000
853 CFD DEBT SERVICE	6,062,376	3,633,952	4,904,100	4,899,500
<b>TOTAL PRIVATE PURPOSE TRUST FUNDS</b>	<b>\$ 14,424,434</b>	<b>\$ 12,066,275</b>	<b>\$ 9,791,200</b>	<b>\$ 18,216,615</b>
<b>GRAND TOTAL</b>	<b>\$ 109,051,623</b>	<b>\$ 103,995,168</b>	<b>\$ 95,014,535</b>	<b>\$ 109,750,493</b>

\*Traffic Safety Fund, Fee & Charge Fund, and Fire Training Funds were determined not to be special revenue funds, so the activity was combined with the General Fund.

# SCHEDULE OF REVENUE DETAIL BY FUND

		2013-14 ACTUAL REVENUE	2014-15 ACTUAL REVENUE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
<b>110 - GENERAL FUND</b>					
4010	PROPERTY TAXES	\$ 9,613,536	\$ 9,251,514	\$ 9,993,530	\$ 10,345,940
4012	PROPERTY TAX IN-LIEU	9,056,150	9,547,762	10,004,145	10,514,094
4014	REDISTRIBUTED RPTTF	1,730,084	1,843,096	1,300,000	1,800,000
	<b>TOTAL PROPERTY TAXES</b>	<b>\$ 20,399,770</b>	<b>\$ 20,642,372</b>	<b>\$ 21,297,675</b>	<b>\$ 22,660,034</b>
4110	SALES TAX	\$ 10,965,901	\$ 11,230,171	\$ 13,377,020	\$ 17,799,000
4111	SALES TAX COMPENSATION FUND	3,739,889	3,875,977	3,547,980	-
4120	FRANCHISE TAX	3,478,532	3,635,092	3,500,000	4,350,000
4130	TRANSIENT OCCUPANCY TAX	1,238,280	1,613,542	1,450,000	1,800,000
4140	BUSINESS LICENSE TAX	2,074,401	1,761,167	2,075,000	2,075,000
4150	DOCUMENTARY TRANSFER TAX	535,097	451,466	300,000	300,000
4160	CONTRACTORS LICENSE TAX	47,067	344,439	135,000	150,000
	<b>TOTAL OTHER TAXES</b>	<b>\$ 22,079,167</b>	<b>\$ 22,911,854</b>	<b>\$ 24,385,000</b>	<b>\$ 26,474,000</b>
4210	DOG LICENSES	\$ 195,880	\$ 187,522	\$ 190,000	\$ 190,000
4220	BUILDING PERMITS	1,020,237	654,258	550,000	515,000
4221	ELECTRICAL PERMITS	50,153	135,765	70,000	61,800
4222	PLUMBING PERMITS	53,825	120,771	75,000	61,800
4250	FIRE PERMIT FEES	65,338	61,026	60,000	66,950
4251	STREET IMPROVEMENTS	34,950	23,707	25,000	10,300
4252	STORM DRAIN SYSTEMS	16,875	-	-	-
4255	WALLS (RETAINING, OVERHEIGHT)	23,194	27,675	15,000	10,000
4256	LANDSCAPING IRRIGATION	13,096	1,250	1,000	-
4257	ONSITE IMPROVEMENTS	40,646	58,734	60,000	30,000
4259	GRADING	29,968	35,132	35,000	30,000
4262	DRIVEWAY APPROACH	1,712	1,712	1,500	1,500
4263	SIDEWALK	16,695	23,028	15,000	15,000
4264	CURB DRAINS, ALL OTHER INSPECTIONS	633	394	500	500
4265	ASPHALT CONCRETE PAVING	38,512	16,569	15,000	15,000
4266	EXCAVATION	43,298	25,567	30,000	25,000
4267	MISCELLANEOUS SEWER FACILITIES	3,123	4,992	3,500	3,500
4271	POOL DRAINAGE	-	-	-	-
4272	STREET OBSTRUCTION	42,344	20,161	20,000	15,000
4273	ENCROACHMENT	1,476	779	500	500
4281	SEWER MAINTENANCE	107	339	100	100
4290	OTHER LICENSES & PERMITS	25,091	19,689	17,900	15,450
	<b>TOTAL LICENSES &amp; PERMITS</b>	<b>\$ 1,717,153</b>	<b>\$ 1,419,070</b>	<b>\$ 1,185,000</b>	<b>\$ 1,067,400</b>
4310	VEHICLE CODE FINES*	\$ 324,103	\$ 323,065	\$ 325,000	\$ 330,000
4315	PARKING CODE FINES*	362,277	267,533	275,000	274,300
4321	VEHICLE IMPOUND FEES	74,811	56,604	60,000	60,000
4325	ADMINISTRATIVE CITATIONS	40,505	(516)	4,000	1,500
4326	ADMIN CITATION - COMM ENHANCEMENT	11,075	32,755	39,000	15,000
4327	FORECLOSURE PENALTIES	-	55,415	40,000	40,000
4330	WASTE DIVERSION PLAN FORFEITURE	48,350	45,500	30,000	20,000
	<b>TOTAL FINES AND FORFEITURES</b>	<b>\$ 861,121</b>	<b>\$ 780,356</b>	<b>\$ 773,000</b>	<b>\$ 740,800</b>
4410	INTEREST INCOME	\$ 345,038	\$ 362,000	\$ 150,000	\$ 125,000
4414	FAIR VALUE ADJUSTMENT	(244,183)	(185,685)	-	-
4415	AMORTIZATION - PREMIUM	(22,953)	(22,953)	-	-
4430	RENTAL INCOME	367,798	406,350	460,000	400,000
	<b>TOTAL USE OF MONEY AND PROPERTY</b>	<b>\$ 445,700</b>	<b>\$ 559,712</b>	<b>\$ 610,000</b>	<b>\$ 525,000</b>
4511	MOTOR VEHICLE IN LIEU	\$ 47,920	\$ 46,289	\$ -	\$ 45,000
4541	COUNTY PROPOSITION A MAINTENANCE	18,970	-	20,000	-
4551	FEDERAL GRANTS	784,354	36,411	-	-
4553	FIRE ASSISTANCE REIMBURSEMENT	9,337	-	-	-
4571	CROSSING GUARD AID	2,682	678	-	-
4572	FIRE STATE MANDATED INSPECTION	30,716	23,974	22,000	24,000
4573	STATE MANDATED REVENUE	29,324	178,726	25,000	59,000
4574	POST	77,394	36,627	50,000	50,000
4575	SCHOOL RESOURCE OFFICER REIMB	-	-	300,000	300,000
4580	PROPOSITION A EXCHANGE	1,275,000	1,402,500	1,330,000	1,710,866
	<b>TOTAL REVENUE FROM OTHER AGENCIES</b>	<b>\$ 2,275,697</b>	<b>\$ 1,725,205</b>	<b>\$ 1,747,000</b>	<b>\$ 2,188,866</b>
4602	TOWING FRANCHISE	\$ 149,021	\$ 116,604	\$ 25,000	\$ 90,000
4604	GROUND EMERGENCY MEDICAL TRANSPORT	-	413,138	75,500	350,000
4605	JAIL BOOKING	34,797	23,389	25,000	25,750
4606	CLEARANCE LETTER AND PROCESS	416	516	300	300
4609	AMBULANCE SERVICES	1,839,731	1,811,120	1,800,000	1,854,000
4610	BUSINESS LICENSE PROCESSING FEE	49,651	44,664	45,000	45,000

## SCHEDULE OF REVENUE DETAIL BY FUND

	2013-14 ACTUAL REVENUE	2014-15 ACTUAL REVENUE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET	
4611	PLANNING FILING FEES	256,052	421,773	350,000	386,250
4613	PLAN REVIEW SURCHARGE	327,020	132,013	200,000	154,500
4614	PLAN CHECK FEES	287,329	103,715	100,000	103,000
4615	CONTRACT PLAN CHECK	75,285	48,624	50,000	51,500
4616	SEARCH FEES	3,747	3,715	3,000	3,000
4617	AFTER HOURS PLAN CHECK	12,252	3,626	5,000	-
4619	EXPEDITED PLAN CHECK (ENGINEERING)	-	-	5,000	-
4620	FORECLOSURE REGISTRATION	175,610	179,250	140,000	125,000
4630	FIRE PLAN CHECK/INSPECTION FEES	228,052	184,390	180,000	190,550
4631	FIRE INCIDENT REPORT COPYING	1,073	846	700	900
4637	FIRE SEMINAR	33,512	38,337	17,000	34,500
4640	FALSE ALARMS	58,904	28,270	25,000	25,750
4641	PHOTOCOPYING	1,189	859	800	700
4642	RETURNED CHECK FEE	675	252	200	200
4643	ADDRESS CHANGE	597	199	200	199
4644	PASSPORT SERVICES	42,979	21,802	-	11,124
4645	POLICE REIMBURSEMENTS	34,231	33,365	28,000	38,000
4646	GRAFFITI RESTITUTION	18,339	9,827	11,000	8,000
4647	MISCELLANEOUS REIMBURSEMENT	32,341	82,017	30,000	10,000
4648	FIRE SAFETY INSPECTIONS	5,500	1,100	-	-
4649	SPECIAL EVENTS	8,654	7,537	7,500	10,000
4650	AFTERSCHOOL PROGRAM-CALIFORNIA	65,600	59,728	56,000	-
4651	AFTERSCHOOL PROGRAM-WESCOVE	91,106	85,908	75,000	92,700
4653	AFTERSCHOOL PROGRAMS-VINE	131,987	148,159	135,000	154,500
4654	AFTERSCHOOL PROGRAM-ORANGEWOOD	97,127	88,360	90,000	97,850
4655	ADMINISTRATIVE COST RECOVERY FEE	21,200	31,195	20,000	20,000
4656	PASSPORT PHOTOS	9,213	1,866	-	2,400
4657	AMBULANCE SUBSCRIPTION FEE	15,264	16,854	15,000	14,500
4658	PAID PARKING - CIVIC CENTER	66,468	66,831	65,000	65,000
4661	RECREATION CLASSES/PROGRAMS - CCC	95,843	123,209	100,000	128,750
4662	SPORTS - CCC	44,574	38,664	35,000	41,200
4663	FACILITY RENTAL - CCC	156,027	197,193	150,000	195,700
4664	RECREATION CLASSES	113,131	116,404	115,000	163,900
4675	PALM VIEW AFTER SCHOOL PROGRAM	82,336	101,498	95,000	103,000
4681	RENTAL - ROLLER HOCKEY	53,089	59,344	60,000	66,950
4682	FACILITY RENTALS	85,505	92,819	90,000	92,700
4689	SENIOR DONATIONS	6,475	4,439	6,000	10,000
4690	SENIOR CENTER RENTALS	52,308	60,668	55,000	41,200
4693	SENIOR EXCURSIONS	7,039	6,164	6,500	20,000
4695	SENIOR CLASSES	-	438	-	25,000
4699	MUNICIPAL POOL	96,236	89,187	85,000	90,000
<b>TOTAL CHARGES FOR SERVICES</b>		<b>\$ 4,967,485</b>	<b>\$ 5,099,876</b>	<b>\$ 4,377,700</b>	<b>\$ 4,943,573</b>
4750	OVERHEAD CHARGEBACKS	\$ 1,258,351	\$ 1,300,940	\$ 1,137,810	\$ 1,011,572
<b>TOTAL INTERDEPARTMENTAL CHARGES</b>		<b>\$ 1,258,351</b>	<b>\$ 1,300,940</b>	<b>\$ 1,137,810</b>	<b>\$ 1,011,572</b>
4810	ADVERTISING REVENUE	\$ 58,028	\$ 60,967	\$ 58,000	\$ 60,000
4813	SALE MAPS/PLANS/DOCUMENTS	1,588	1,256	1,000	1,000
4814	PROCEEDS FROM AUCTION	30,765	38,705	30,000	-
4816	FINAL MAP	24,331	14,852	30,000	20,000
4818	MISCELLANEOUS	164,961	57,780	11,000	1,110
4820	LANDSCAPING - COUNTY	38,047	38,047	38,000	38,000
4821	POOL MAINTENANCE - SCHOOL DISTRICT	43,285	36,792	48,000	48,000
4822	CONTRACTUAL REIMBURSEMENT	2,128	2,128	-	2,127
4826	CLAIMS SETTLEMENTS	874,298	1,500,000	-	-
4876	GAIN ON ADVANCES	-	627,180	-	-
<b>TOTAL OTHER REVENUES</b>		<b>\$ 1,237,431</b>	<b>\$ 2,377,707</b>	<b>\$ 216,000</b>	<b>\$ 170,237</b>
9110	TRANSFER IN	\$ 120,000	\$ 120,000	\$ 60,000	\$ -
9118	TRANSFER IN	10,805	-	-	-
9123	TRANSFER IN	215,958	-	-	-
9124	TRANSFER IN	834,432	719,790	720,000	-
9153	TRANSFER IN	650,000	650,000	650,000	725,000
9212	TRANSFER IN	10,000	-	-	-
9220	TRANSFER IN	50,000	50,000	50,000	50,000
9375	TRANSFER IN	101,775	101,775	101,775	-
9500	TRANSFER IN	12,300	-	-	-
<b>TOTAL TRANSFER IN</b>		<b>\$ 2,005,270</b>	<b>\$ 1,641,565</b>	<b>\$ 1,581,775</b>	<b>\$ 775,000</b>
<b>GENERAL FUND TOTAL</b>		<b>\$ 57,247,145</b>	<b>\$ 58,458,656</b>	<b>\$ 57,310,960</b>	<b>\$ 60,556,482</b>

\*Traffic Safety Fund (123) and Fee & Charge Fund (111) activity was determined not to be special revenue, so the activity was combined with the General Fund. Transfer In from the Gas Tax Fund was eliminated because the expenditures were moved to the Gas Tax Fund.

## SCHEDULE OF REVENUE DETAIL BY FUND

		2013-14 ACTUAL REVENUE	2014-15 ACTUAL REVENUE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
<b>116 - STATE ASSET FORFEITURE FUND</b>					
4410	INTEREST INCOME	\$ 169	\$ 125	\$ -	\$ -
<b>TOTAL STATE ASSET FORFEITURE FUND</b>		<b>\$ 169</b>	<b>\$ 125</b>	<b>\$ -</b>	<b>\$ -</b>
<b>117 - DRUG ENFORCEMENT REBATE FUND</b>					
4410	INTEREST INCOME	\$ 5,273	\$ 10,632	\$ -	\$ -
4559	DRUG ENFORCEMENT REBATE	1,675,396	3,258,254	10,000	10,000
4569	D.E.R TREASURY	566,548	897,035	10,000	10,000
9110	TRANSFER IN	24,265	-	-	-
<b>TOTAL DRUG ENFORCEMENT REBATE FUND</b>		<b>\$ 2,271,482</b>	<b>\$ 4,165,921</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>
<b>118 - BUSINESS IMPROVEMENT TAX FUND</b>					
4410	INTEREST INCOME	\$ 30	\$ 16	\$ -	\$ -
<b>TOTAL BUSINESS IMPROVEMENT TAX FUND</b>		<b>\$ 30</b>	<b>\$ 16</b>	<b>\$ -</b>	<b>\$ -</b>
<b>119 - AIR QUALITY IMPROVEMENT TRUST FUND</b>					
4410	INTEREST INCOME	\$ 763	\$ 1,039	\$ -	\$ -
4521	STATE GRANT	132,383	133,784	134,000	130,000
<b>TOTAL AIR QUALITY IMPROVEMENT TRUST FUND</b>		<b>\$ 133,146</b>	<b>\$ 134,823</b>	<b>\$ 134,000</b>	<b>\$ 130,000</b>
<b>120 - INTEGRATED WASTE MANAGEMENT FUND</b>					
4628	WASTE MANAGEMENT FEES	\$ 73,219	\$ 55,210	\$ 70,000	\$ 70,000
<b>TOTAL INTEGRATED WASTE MANAGEMENT FUND</b>		<b>\$ 73,219</b>	<b>\$ 55,210</b>	<b>\$ 70,000</b>	<b>\$ 70,000</b>
<b>121 - PROPOSITION "A" FUND</b>					
4110	SALES TAX	\$ 1,820,191	\$ 1,896,711	\$ 1,947,120	\$ 1,986,155
4410	INTEREST INCOME	360	227	-	-
4565	PROPOSITION A DISCRETIONARY INCENTIVE	206,605	-	100,000	100,000
<b>TOTAL PROPOSITION "A" FUND</b>		<b>\$ 2,027,156</b>	<b>\$ 1,896,938</b>	<b>\$ 2,047,120</b>	<b>\$ 2,086,155</b>
<b>122 - PROPOSITION "C" FUND</b>					
4110	SALES TAX	\$ 1,512,980	\$ 1,576,738	\$ 1,615,485	\$ 1,647,463
4410	INTEREST INCOME	2,171	1,810	-	-
<b>TOTAL PROPOSITION "C" FUND</b>		<b>\$ 1,515,151</b>	<b>\$ 1,578,548</b>	<b>\$ 1,615,485</b>	<b>\$ 1,647,463</b>
<b>124 - STATE GAS TAX FUND</b>					
4288	STREET NAME SIGNS	\$ -	\$ 563	\$ -	\$ -
4410	INTEREST INCOME	530	1,232	-	-
4512	GAS TAX SECTION 2105	761,268	664,980	645,327	677,036
4513	GAS TAX SECTION 2106	352,754	398,736	337,504	335,267
4514	GAS TAX SECTION 2107	814,356	854,930	882,281	940,173
4515	GAS TAX SECTION 2107.5	10,000	20,000	10,000	10,000
4518	GAS TAX SECTION 2103	1,559,414	1,157,637	511,629	262,893
4647	MISCELLANEOUS REIMBURSEMENT	26,503	725	-	-
9110	TRANSFER IN	-	270,255	-	-
9189	TRANSFER IN	50,000	50,000	25,000	-
<b>TOTAL STATE GAS TAX FUND</b>		<b>\$ 3,574,825</b>	<b>\$ 3,419,058</b>	<b>\$ 2,411,741</b>	<b>\$ 2,225,369</b>
<b>126 - PROPOSITION 1B FUND</b>					
4410	INTEREST INCOME	\$ 3	\$ -	\$ -	\$ -
<b>TOTAL PROPOSITION 1B FUND</b>		<b>\$ 3</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>127 - POLICE DONATIONS FUND</b>					
4410	INTEREST INCOME	\$ 63	\$ 159	\$ -	\$ -
4831	POLICE EXPLORER DONATIONS	-	600	-	-
4832	SHOP DONATIONS	1,100	750	-	-
4836	K-9 DONATIONS	15,711	14,300	-	-
4838	MISCELLANEOUS POLICE DONATIONS	100	450	-	-
<b>TOTAL POLICE DONATIONS FUND</b>		<b>\$ 16,974</b>	<b>\$ 16,259</b>	<b>\$ -</b>	<b>\$ -</b>
<b>128 - TRANSPORTATION DEVELOPMENT ACT FUND</b>					
4521	STATE GRANT	\$ 50,515	\$ -	\$ 68,702	\$ 70,573
<b>TOTAL TRANSPORTATION DEVELOPMENT ACT FUND</b>		<b>\$ 50,515</b>	<b>\$ -</b>	<b>\$ 68,702</b>	<b>\$ 70,573</b>
<b>129 - AB 939 FUND</b>					
4410	INTEREST INCOME	\$ 717	\$ 716	\$ -	\$ -
4601	RECYCLING REVENUE	3,470	3,404	3,000	3,000
4629	MISCELLANEOUS REIMBURSEMENT-ATHENS AB 939	172,298	130,876	170,000	170,000
<b>TOTAL AB 939 FUND</b>		<b>\$ 176,485</b>	<b>\$ 134,996</b>	<b>\$ 173,000</b>	<b>\$ 173,000</b>
<b>130 - BUREAU OF JUSTICE ASSISTANCE FUND</b>					
4551	FEDERAL GRANTS	\$ 41,228	\$ 9,347	\$ 13,600	\$ -
<b>TOTAL BUREAU OF JUSTICE ASSISTANCE FUND</b>		<b>\$ 41,228</b>	<b>\$ 9,347</b>	<b>\$ 13,600</b>	<b>\$ -</b>

## SCHEDULE OF REVENUE DETAIL BY FUND

		2013-14 ACTUAL REVENUE	2014-15 ACTUAL REVENUE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
<b>131 - COMMUNITY DEVELOPMENT BLOCK GRANT FUND</b>					
4410	INTEREST INCOME	\$ -	\$ -	\$ -	-
4551	FEDERAL GRANTS	711,044	246,631	760,439	740,580
4647	MISCELLANEOUS REIMBURSEMENT	-	-	-	-
4856	LOAN REPAYMENTS	122,040	-	80,000	-
9110	TRANSFER IN	-	218,324	-	-
<b>TOTAL COMMUNITY DEVELOPMENT BLOCK GRANT FUND</b>		<b>\$ 833,084</b>	<b>\$ 464,955</b>	<b>\$ 840,439</b>	<b>\$ 740,580</b>
<b>133 - SAFER GRANT FUND</b>					
4551	FEDERAL GRANTS	-	859,655	1,706,255	1,912,227
<b>TOTAL SAFER GRANT FUND</b>		<b>\$ -</b>	<b>\$ 859,655</b>	<b>\$ 1,706,255</b>	<b>\$ 1,912,227</b>
<b>138 - ABC GRANT FUND</b>					
4521	STATE GRANT	-	2,982	6,779	-
<b>TOTAL ABC GRANT FUND</b>		<b>\$ -</b>	<b>\$ 2,982</b>	<b>\$ 6,779</b>	<b>\$ -</b>
<b>140 - STP LOCAL FUND</b>					
4551	FEDERAL GRANTS	1,456,978	-	-	1,125,000
<b>TOTAL STP LOCAL FUND</b>		<b>\$ 1,456,978</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,125,000</b>
<b>143 - LA COUNTY PARK BOND FUND</b>					
4540	COUNTY GRANTS	-	162,837	100,000	-
<b>TOTAL LA COUNTY PARK BOND FUND</b>		<b>\$ -</b>	<b>\$ 162,837</b>	<b>\$ 100,000</b>	<b>\$ -</b>
<b>145 - WASTE MANAGEMENT ENFORCEMENT GRANT FUND</b>					
4521	STATE GRANT	15,762	15,761	15,760	15,760
<b>TOTAL WASTE MANAGEMENT ENFORCEMENT GRANT FUND</b>		<b>\$ 15,762</b>	<b>\$ 15,761</b>	<b>\$ 15,760</b>	<b>\$ 15,760</b>
<b>146 - SENIOR MEALS PROGRAM FUND</b>					
4410	INTEREST INCOME	217	239	-	-
4551	FEDERAL GRANTS	155,141	155,605	160,000	160,000
4691	MEALS PROGRAM DONATION	82,233	39,337	45,000	45,000
<b>TOTAL SENIOR MEALS PROGRAM FUND</b>		<b>\$ 237,591</b>	<b>\$ 195,181</b>	<b>\$ 205,000</b>	<b>\$ 205,000</b>
<b>149 - USED OIL BLOCK GRANT FUND</b>					
4410	INTEREST INCOME	59	74	-	-
4521	STATE GRANT	30,518	(6,616)	-	-
<b>TOTAL USED OIL BLOCK GRANT FUND</b>		<b>\$ 30,577</b>	<b>\$ (6,542)</b>	<b>\$ -</b>	<b>\$ -</b>
<b>150 - INMATE WELFARE FUND</b>					
4410	INTEREST INCOME	-	8	-	-
4819	INMATE PHONE REVENUE	11,289	8,774	7,000	7,000
<b>TOTAL INMATE WELFARE FUND</b>		<b>\$ 11,289</b>	<b>\$ 8,782</b>	<b>\$ 7,000</b>	<b>\$ 7,000</b>
<b>153 - PUBLIC SAFETY AUGMENTATION FUND</b>					
4110	SALES TAX	680,938	700,216	650,000	725,000
4410	INTEREST INCOME	239	285	-	-
<b>TOTAL PUBLIC SAFETY AUGMENTATION FUND</b>		<b>\$ 681,177</b>	<b>\$ 700,501</b>	<b>\$ 650,000</b>	<b>\$ 725,000</b>
<b>154 - PRIVATE GRANTS FUND</b>					
4410	INTEREST INCOME	20	-	-	-
<b>TOTAL PRIVATE GRANTS FUND</b>		<b>\$ 20</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>155 - COPS/SLESA FUND</b>					
4410	INTEREST INCOME	812	932	-	-
4521	STATE GRANT	186,970	192,245	170,000	170,000
<b>TOTAL COPS/SLESA FUND</b>		<b>\$ 187,782</b>	<b>\$ 193,177</b>	<b>\$ 170,000</b>	<b>\$ 170,000</b>
<b>158 - BEVERAGE CONTAINER RECYCLING GRANT FUND</b>					
4410	INTEREST INCOME	165	189	-	-
4521	STATE GRANT	28,219	(75,071)	-	-
<b>TOTAL BEVERAGE CONTAINER RECYCLING GRANT FUND</b>		<b>\$ 28,384</b>	<b>\$ (74,882)</b>	<b>\$ -</b>	<b>\$ -</b>
<b>159 - SUMMER MEALS PROGRAM FUND</b>					
4551	FEDERAL GRANTS	8,545	9,594	26,810	20,000
9110	TRANSFER IN	-	-	-	6,715
<b>TOTAL SUMMER MEALS PROGRAM FUND</b>		<b>\$ 8,545</b>	<b>\$ 9,594</b>	<b>\$ 26,810</b>	<b>\$ 26,715</b>
<b>160 - CAPITAL PROJECTS FUND</b>					
4410	INTEREST INCOME	1,331	1,073	-	-
9110	TRANSFER IN	-	-	-	380,000
<b>TOTAL CAPITAL PROJECTS FUND</b>		<b>\$ 1,331</b>	<b>\$ 1,073</b>	<b>\$ -</b>	<b>\$ 380,000</b>

## SCHEDULE OF REVENUE DETAIL BY FUND

		2013-14 ACTUAL REVENUE	2014-15 ACTUAL REVENUE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
<b>161 - CONSTRUCTION TAX FUND</b>					
4170	CONSTRUCTION TAX	\$ 351,515	\$ 238,264	\$ 90,000	\$ 90,000
4410	INTEREST INCOME	215	944	-	-
<b>TOTAL CONSTRUCTION TAX FUND</b>		<b>\$ 351,730</b>	<b>\$ 239,208</b>	<b>\$ 90,000</b>	<b>\$ 90,000</b>
<b>162 - INFORMATION TECHNOLOGY FUND</b>					
4410	INTEREST INCOME	\$ -	\$ -	\$ -	\$ -
9300	TRANSFER IN	-	-	-	1,200,000
<b>TOTAL INFORMATION TECHNOLOGY FUND</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,200,000</b>
<b>163 - PARKS FUND</b>					
4647	MISCELLANEOUS REIMBURSEMENT	\$ 5,295	\$ -	\$ -	\$ -
<b>TOTAL PARKS FUND</b>		<b>\$ 5,295</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>164 - POLICE IMPACT FEES FUND</b>					
4855	DEVELOPER CONTRIBUTIONS	\$ -	\$ -	\$ -	22,130
<b>TOTAL POLICE IMPACT FEES FUND</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 22,130</b>
<b>165 - FIRE IMPACT FEES FUND</b>					
4855	DEVELOPER CONTRIBUTIONS	\$ -	\$ -	\$ -	26,385
<b>TOTAL FIRE IMPACT FEES FUND</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 26,385</b>
<b>166 - PARKS IMPACT FEES FUND</b>					
4855	DEVELOPER CONTRIBUTIONS	\$ -	\$ -	\$ -	65,530
<b>TOTAL PARKS IMPACT FEES FUND</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 65,530</b>
<b>167 - CITY ADMINISTRATIVE IMPACT FEES FUND</b>					
4855	DEVELOPER CONTRIBUTIONS	\$ -	\$ -	\$ -	4,255
<b>TOTAL CITY ADMINISTRATIVE IMPACT FEES FUND</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,255</b>
<b>168 - PUBLIC WORKS IMPACT FEES FUND</b>					
4855	DEVELOPER CONTRIBUTIONS	\$ -	\$ -	\$ -	1,700
<b>TOTAL PUBLIC WORKS IMPACT FEES FUND</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,700</b>
<b>170 - PARK DEDICATION FEES "A" FUND</b>					
4410	INTEREST INCOME	\$ -	31	\$ -	-
4855	DEVELOPER CONTRIBUTIONS	-	21,900	-	-
<b>TOTAL PARK DEDICATION FEES "A" FUND</b>		<b>\$ -</b>	<b>\$ 21,931</b>	<b>\$ -</b>	<b>\$ -</b>
<b>172 - PARK DEDICATION FEES "C" FUND</b>					
4410	INTEREST INCOME	\$ 167	\$ 122	\$ -	-
<b>TOTAL PARK DEDICATION FEES "C" FUND</b>		<b>\$ 167</b>	<b>\$ 122</b>	<b>\$ -</b>	<b>\$ -</b>
<b>173 - PARK DEDICATION FEES "D" FUND</b>					
4410	INTEREST INCOME	\$ 2,171	\$ 7,179	\$ -	-
4855	DEVELOPER CONTRIBUTIONS	2,979,372	-	-	-
<b>TOTAL PARK DEDICATION FEES "D" FUND</b>		<b>\$ 2,981,543</b>	<b>\$ 7,179</b>	<b>\$ -</b>	<b>\$ -</b>
<b>174 - PARK DEDICATION FEES "E" FUND</b>					
4410	INTEREST INCOME	\$ 6	\$ 607	\$ -	-
4855	DEVELOPER CONTRIBUTIONS	-	810,300	229,950	-
<b>TOTAL PARK DEDICATION FEES "E" FUND</b>		<b>\$ 6</b>	<b>\$ 810,907</b>	<b>\$ 229,950</b>	<b>\$ -</b>
<b>175 - PARK DEDICATION FEES "F" FUND</b>					
4410	INTEREST INCOME	\$ 25	\$ 879	\$ -	-
4855	DEVELOPER CONTRIBUTIONS	21,900	624,150	295,650	43,800
<b>TOTAL PARK DEDICATION FEES "F" FUND</b>		<b>\$ 21,925</b>	<b>\$ 625,029</b>	<b>\$ 295,650</b>	<b>\$ 43,800</b>
<b>176 - PARK DEDICATION FEES "G" FUND</b>					
4410	INTEREST INCOME	\$ -	\$ 2	\$ -	-
<b>TOTAL PARK DEDICATION FEES "G" FUND</b>		<b>\$ -</b>	<b>\$ 2</b>	<b>\$ -</b>	<b>\$ -</b>
<b>181 - MAINTENANCE DISTRICT #1 FUND</b>					
4010	CURRENT SECURED	\$ 454,836	\$ 462,165	\$ 452,532	\$ 456,923
4410	INTEREST INCOME	3,399	3,650	2,890	3,040
<b>TOTAL MAINTENANCE DISTRICT #1 FUND</b>		<b>\$ 458,235</b>	<b>\$ 465,815</b>	<b>\$ 455,422</b>	<b>\$ 459,963</b>
<b>182 - MAINTENANCE DISTRICT #2 FUND</b>					
4010	CURRENT SECURED	\$ 143,455	\$ 148,239	\$ 138,500	\$ 138,500
4410	INTEREST INCOME	1,260	1,356	-	-
<b>TOTAL MAINTENANCE DISTRICT #2 FUND</b>		<b>\$ 144,715</b>	<b>\$ 149,595</b>	<b>\$ 138,500</b>	<b>\$ 138,500</b>



## SCHEDULE OF REVENUE DETAIL BY FUND

	2013-14 ACTUAL REVENUE	2014-15 ACTUAL REVENUE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
<b>183 - COASTAL SAGE AND SCRUB CFD</b>				
4190 OTHER TAXES	\$ 62,503	\$ 78,819	\$ 107,400	\$ 125,000
4410 INTEREST INCOME	409	401	-	-
<b>TOTAL COASTAL SAGE AND SCRUB CFD</b>	<b>\$ 62,912</b>	<b>\$ 79,220</b>	<b>\$ 107,400</b>	<b>\$ 125,000</b>
<b>184 - MAINTENANCE DISTRICT #4 FUND</b>				
4410 INTEREST INCOME	\$ 4,904	\$ 5,064	-	\$ 5,000
4623 SPECIAL ASSESSMENTS	1,046,723	1,046,375	1,040,000	1,040,000
9182 TRANSFER IN	9,000	9,000	9,000	9,000
<b>TOTAL MAINTENANCE DISTRICT #4 FUND</b>	<b>\$ 1,060,627</b>	<b>\$ 1,060,439</b>	<b>\$ 1,049,000</b>	<b>\$ 1,054,000</b>
<b>186 - MAINTENANCE DISTRICT #6 FUND</b>				
4410 INTEREST INCOME	\$ 766	\$ 817	-	-
4623 SPECIAL ASSESSMENTS	153,830	154,844	155,000	154,700
<b>TOTAL MAINTENANCE DISTRICT #6 FUND</b>	<b>\$ 154,596</b>	<b>\$ 155,661</b>	<b>\$ 155,000</b>	<b>\$ 154,700</b>
<b>187 - MAINTENANCE DISTRICT #7 FUND</b>				
4410 INTEREST INCOME	\$ 914	\$ 949	-	\$ 2,150
4623 SPECIAL ASSESSMENTS	146,656	149,149	150,800	163,813
<b>TOTAL MAINTENANCE DISTRICT #7 FUND</b>	<b>\$ 147,570</b>	<b>\$ 150,098</b>	<b>\$ 150,800</b>	<b>\$ 165,963</b>
<b>188 - CITYWIDE MAINTENANCE DISTRICT FUND</b>				
4410 INTEREST INCOME	\$ 975	\$ 1,532	-	\$ 300
4621 STREET LIGHTING ASSESSMENTS	1,536,388	1,603,073	1,595,000	1,622,434
4625 TREE REMOVAL	2,451	3,610	-	-
9181 TRANSFER IN	1,200	1,200	1,200	-
9182 TRANSFER IN	1,200	1,200	1,200	-
9184 TRANSFER IN	3,575	3,580	3,580	-
9186 TRANSFER IN	3,575	3,570	3,570	-
9187 TRANSFER IN	3,575	3,580	3,580	-
<b>TOTAL CITYWIDE MAINTENANCE DISTRICT FUND</b>	<b>\$ 1,552,939</b>	<b>\$ 1,621,345</b>	<b>\$ 1,608,130</b>	<b>\$ 1,622,734</b>
<b>189 - SEWER MAINTENANCE FUND</b>				
4010 CURRENT SECURED	\$ 193,341	\$ 202,026	\$ 190,000	\$ 190,000
4014 RESIDUAL/EXCESS TAX INCREMENT (COUNTY)	20,250	-	-	-
4281 SEWER MAINTENANCE	184	516	-	-
4410 INTEREST INCOME	3,455	4,649	3,500	6,000
4622 SEWER ASSESSMENTS	2,627,487	2,638,287	2,678,065	2,723,592
4639 WORK ORDER REIMBURSEMENTS	5,450	-	-	-
<b>TOTAL SEWER MAINTENANCE FUND</b>	<b>\$ 2,850,167</b>	<b>\$ 2,845,478</b>	<b>\$ 2,871,565</b>	<b>\$ 2,919,592</b>
<b>190 - BUSINESS IMPROVEMENT DISTRICT FUND</b>				
4190 OTHER TAXES	\$ 11,390	\$ 119,920	\$ 57,750	\$ 146,605
4410 INTEREST INCOME	26	70	-	-
<b>TOTAL BUSINESS IMPROVEMENT DISTRICT FUND</b>	<b>\$ 11,416</b>	<b>\$ 119,990</b>	<b>\$ 57,750</b>	<b>\$ 146,605</b>
<b>204 - COPS TECHNOLOGY GRANT FUND</b>				
4410 INTEREST INCOME	\$ 6	-	-	-
<b>TOTAL COPS TECHNOLOGY GRANT FUND</b>	<b>\$ 6</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>205 - CHARTER PEG FUND</b>				
4410 INTEREST INCOME	\$ 701	\$ 683	-	-
<b>TOTAL CHARTER PEG FUND</b>	<b>\$ 701</b>	<b>\$ 683</b>	<b>\$ -</b>	<b>\$ -</b>
<b>210 - LA COUNTY GRANT - 1ST DISTRICT FUND</b>				
4540 COUNTY GRANTS	\$ -	-	\$ 60,000	-
<b>TOTAL LA COUNTY GRANT - 1ST DISTRICT FUND</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 60,000</b>	<b>\$ -</b>
<b>212 - ART IN PUBLIC PLACES FUND</b>				
4410 INTEREST INCOME	\$ 725	\$ 1,197	-	-
4859 ART IN PUBLIC PLACES	365,300	80,848	70,000	70,000
<b>TOTAL ART IN PUBLIC PLACES FUND</b>	<b>\$ 366,025</b>	<b>\$ 82,045</b>	<b>\$ 70,000</b>	<b>\$ 70,000</b>
<b>215 - N AZUSA RELINQUISHMENT FUND</b>				
4410 INTEREST INCOME	\$ 75	-	-	-
<b>TOTAL N AZUSA RELINQUISHMENT FUND</b>	<b>\$ 75</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## SCHEDULE OF REVENUE DETAIL BY FUND

		2013-14 ACTUAL REVENUE	2014-15 ACTUAL REVENUE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
<b>220 - WEST COVINA COMMUNITY SERVICES FOUNDATION FUND</b>					
4410	INTEREST INCOME	\$ 321	\$ 258	\$ -	-
4649	SPECIAL EVENTS	76,597	55,666	50,000	50,000
4838	MISCELLANEOUS POLICE DONATIONS	100,000	70,000	50,000	50,000
4862	DONATIONS	21,496	35,624	-	-
4871	BANNERS	300	-	-	-
4874	DONATIONS-YOUTH COUNCIL	1,432	1,002	-	-
<b>TOTAL WEST COVINA COMMUNITY SERVICES FOUNDATION</b>		<b>\$ 200,146</b>	<b>\$ 162,550</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>
<b>221 - POLICE PRIVATE GRANTS FUND</b>					
4410	INTEREST INCOME	\$ 5	\$ -	\$ -	-
4864	PRIVATE GRANTS	-	5,500	-	-
<b>TOTAL POLICE PRIVATE GRANTS FUND</b>		<b>\$ 5</b>	<b>\$ 5,500</b>	<b>\$ -</b>	<b>-</b>
<b>224 - MEASURE R FUND</b>					
4110	SALES TAX	\$ 1,126,753	\$ 1,180,222	\$ 1,211,328	\$ 1,235,506
4410	INTEREST INCOME	1,044	1,486	-	-
4647	MISC REIMBURSEMENT	2,400	-	-	-
<b>TOTAL MEASURE R FUND</b>		<b>\$ 1,130,197</b>	<b>\$ 1,181,708</b>	<b>\$ 1,211,328</b>	<b>\$ 1,235,506</b>
<b>226 - ARRA - STIMULUS PROJECTS FUND</b>					
4410	INTEREST INCOME	\$ 44	\$ -	\$ -	-
<b>TOTAL ARRA - Stimulus Projects</b>		<b>\$ 44</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b>227 - HOMELAND SECURITY GRANT FUND</b>					
4551	FEDERAL GRANTS	\$ 163,759	\$ 178,359	\$ -	-
<b>TOTAL HOMELAND SECURITY GRANT FUND</b>		<b>\$ 163,759</b>	<b>\$ 178,359</b>	<b>\$ -</b>	<b>-</b>
<b>229 - RUBBERIZED ASPHALT CONCRETE GRANT (RAC)</b>					
4410	INTEREST INCOME	\$ 58	\$ -	\$ -	-
<b>TOTAL RAC GRANT FUND</b>		<b>\$ 58</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b>230 - ENERGY EFFICIENCY GRANT FUND</b>					
4520	STATE GRANT	\$ 23,089	\$ -	\$ 37,170	-
4521	STATE GRANT	-	1,295	-	-
4524	STATE GRANT - SGV ENERGY WISE PARTNERSHIP	1,688	1,153	-	-
<b>TOTAL ENERGY EFFICIENCY GRANT FUND</b>		<b>\$ 24,777</b>	<b>\$ 2,448</b>	<b>\$ 37,170</b>	<b>-</b>
<b>231 - ADVANCED TRAFFIC MANAGEMENT SYSTEM FUND</b>					
4410	INTEREST INCOME	\$ 238	\$ 146	\$ -	-
<b>TOTAL ADVANCED TRAFFIC MANAGEMENT SYSTEM FUND</b>		<b>\$ 238</b>	<b>\$ 146</b>	<b>\$ -</b>	<b>-</b>
<b>232 - NON-FEDERAL GRANTS FUND</b>					
4540	COUNTY GRANTS	\$ -	\$ 70,000	\$ -	-
<b>TOTAL NON-FEDERAL GRANTS FUND</b>		<b>\$ -</b>	<b>\$ 70,000</b>	<b>\$ -</b>	<b>-</b>
<b>300 - CITY DEBT SERVICE FUND</b>					
4410	INTEREST INCOME	\$ 825,005	\$ 822,358	\$ -	-
4412	INTEREST INCOME - FISCAL AGENT	5,781	101	-	-
4414	FAIR VALUE ADJUSTMENT	(533,456)	(680,220)	-	-
4415	AMORTIZATION - PREMIUM	(21,499)	(21,499)	-	-
4647	MISCELLANEOUS REIMBURSEMENT	499,771	523,280	575,415	631,200
4659	BLD REIMBURSEMENT	463,000	455,797	400,000	450,000
4851	BOND PROCEEDS	2,185,000	-	-	-
9110	TRANSFER IN	1,110,500	1,123,060	1,747,000	922,098
9810	TRANSFER IN	1,135,200	1,143,570	-	1,220,666
<b>TOTAL CITY DEBT SERVICE FUND</b>		<b>\$ 5,669,302</b>	<b>\$ 3,366,447</b>	<b>\$ 2,722,415</b>	<b>\$ 3,223,964</b>
<b>361 - GENERAL AND AUTO LIABILITY FUND</b>					
4647	MISCELLANEOUS REIMBURSEMENT	\$ 1,134	\$ -	\$ 1,083	\$ 1,083
4684	SPECIAL EVENT INSURANCE	3,390	-	2,611	2,611
4760	INTERDEPARTMENTAL CHARGES	1,425,444	956,540	1,326,590	1,667,439
4825	PROPERTY DAMAGE RECOVERY	32,400	15,589	32,000	35,995
<b>TOTAL GENERAL AND AUTO LIABILITY FUND</b>		<b>\$ 1,462,368</b>	<b>\$ 972,129</b>	<b>\$ 1,362,284</b>	<b>\$ 1,707,128</b>
<b>363 - WORKERS' COMPENSATION FUND</b>					
4647	MISCELLANEOUS REIMBURSEMENT	\$ 770	\$ 318,486	\$ 3,222	\$ 8,352
4760	INTERDEPARTMENTAL CHARGES	1,264,755	1,299,661	1,385,935	1,306,327
<b>TOTAL WORKERS' COMPENSATION FUND</b>		<b>\$ 1,265,525</b>	<b>\$ 1,618,147</b>	<b>\$ 1,389,157</b>	<b>\$ 1,314,679</b>

## SCHEDULE OF REVENUE DETAIL BY FUND

		2013-14 ACTUAL REVENUE	2014-15 ACTUAL REVENUE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
<b>365 - FLEET MANAGEMENT FUND</b>					
4750	INTERFUND CHARGES - VEHICLE MAINTENANCE	\$ 732,318	\$ 603,582	\$ 860,000	\$ 982,610
4780	INTERFUND CHARGES - FUEL & OIL	739,729	851,106	760,305	600,000
4818	MISCELLANEOUS	294	-	-	-
<b>TOTAL FLEET MANAGEMENT FUND</b>		<b>\$ 1,472,341</b>	<b>\$ 1,454,688</b>	<b>\$ 1,620,305</b>	<b>\$ 1,582,610</b>
<b>367 - VEHICLE REPLACEMENT FUND</b>					
4410	INTEREST INCOME	\$ 557	\$ 467	\$ -	\$ -
4750	OVERHEAD CHARGEBACKS	-	-	-	168,486
9110	TRANSFER IN	-	-	80,000	-
<b>TOTAL VEHICLE REPLACEMENT FUND</b>		<b>\$ 557</b>	<b>\$ 467</b>	<b>\$ 80,000</b>	<b>\$ 168,486</b>
<b>368 - RETIREE LUMP SUM BENEFITS FUND</b>					
4410	INTEREST INCOME	\$ 1,436	\$ 1,501	\$ -	\$ -
4755	INTERDEPARTMENTAL CHARGES - RETIREE LUMP SUM	94,068	88,270	87,780	-
<b>TOTAL RETIREE LUMP SUM BENEFITS FUND</b>		<b>\$ 95,504</b>	<b>\$ 89,771</b>	<b>\$ 87,780</b>	<b>\$ -</b>
<b>370 - DARE ENTERPRISE FUND</b>					
4410	INTEREST INCOME	\$ 24	\$ -	\$ -	\$ -
<b>TOTAL DARE ENTERPRISE FUND</b>		<b>\$ 24</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>375 - POLICE COMPUTER SERVICE GROUP FUND</b>					
2800	CHARGES FOR SERVICES	\$ -	\$ -	\$ -	250,000
2848	CITY OF LA MESA	99,336	46,090	49,376	15,000
2850	CITY OF CORONA	99,120	99,120	99,120	102,094
2851	CITY OF COVINA	85,316	85,316	85,316	-
2853	CITY OF CYPRESS	77,720	77,137	77,137	79,451
2854	CITY OF EL MONTE	101,775	101,775	101,775	-
2855	CITY OF EL SEGUNDO	21,500	8,000	12,500	12,500
2856	CITY OF FOUNTAIN VALLEY	99,575	32,997	32,997	-
2862	CITY OF LOS ALAMITOS	80,360	80,360	80,360	82,771
2863	CITY OF LA PALMA	42,276	-	-	-
2864	CITY OF MONTCLAIR	78,366	77,783	77,783	80,116
2865	CITY OF LA HABRA	92,406	91,823	91,823	94,578
2870	CITY OF SEAL BEACH	74,963	74,963	74,963	77,212
2871	CITY OF PORTERVILLE	85,853	75,270	75,270	77,528
2872	CITY OF SPARKS, NV	41,116	41,116	41,116	43,172
2873	CITY OF TUSTIN	103,416	97,833	97,833	100,768
2877	CITY OF CHINO	100,461	24,970	24,970	-
2880	CITY OF TRACY	96,932	96,932	96,932	99,840
2883	CITY OF SAN MARINO	87,894	87,311	97,311	89,930
2885	CITY OF ALHAMBRA	101,579	97,123	97,123	100,037
2887	SALES - DOS PALOS	58,975	58,975	58,975	-
2889	SALES - WEST COVINA FIRE DEPARTMENT	27,848	27,848	27,848	29,240
2891	SALES - PASADENA	139,050	139,050	139,050	143,222
2892	SALES - HEMET	75,667	113,500	113,500	116,905
2893	SALES - LINDSAY	-	10,000	10,000	-
2894	SALES - LA VERNE	-	9,845	-	-
2895	SALES - BALDWIN PARK	-	-	-	9,960
4410	INTEREST INCOME	1,132	1,553	-	-
4818	MISCELLANEOUS	1,000	-	-	-
<b>TOTAL POLICE COMPUTER SERVICE GROUP FUND</b>		<b>\$ 1,873,636</b>	<b>\$ 1,656,690</b>	<b>\$ 1,663,078</b>	<b>\$ 1,604,324</b>
<b>810 - REDEVELOPMENT OBLIGATION RETIREMENT FUND</b>					
4010	CURRENT SECURED	\$ 7,709,122	\$ 7,942,389	\$ 4,587,100	\$ 12,438,197
4410	INTEREST INCOME	24,670	46,056	-	-
4412	INTEREST INCOME - FISCAL AGENT	46,461	41,826	-	-
4414	FAIR VALUE ADJUSTMENT	23,544	36,655	-	-
4430	RENTAL INCOME	50,000	59,300	50,000	50,000
9110	TRANSFER IN	-	-	-	578,918
9811	TRANSFER IN	165,406	-	-	-
<b>TOTAL REDEVELOPMENT OBLIGATION RETIREMENT FUND</b>		<b>\$ 8,019,203</b>	<b>\$ 8,126,226</b>	<b>\$ 4,637,100</b>	<b>\$ 13,067,115</b>
<b>815 - SUCCESSOR AGENCY ADMINISTRATION FUND</b>					
4010	CURRENT SECURED	\$ 342,855	\$ 306,097	\$ -	\$ -
9810	TRANSFER IN	-	-	250,000	250,000
<b>TOTAL SUCCESSOR AGENCY ADMINISTRATION FUND</b>		<b>\$ 342,855</b>	<b>\$ 306,097</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>

## SCHEDULE OF REVENUE DETAIL BY FUND

		2013-14 ACTUAL REVENUE	2014-15 ACTUAL REVENUE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
<b>820 - WEST COVINA HOUSING AUTHORITY FUND</b>					
4410	INTEREST INCOME	\$ 8,015	\$ 332,124	\$ -	\$ -
4818	MISCELLANEOUS	396	-	-	-
4856	LOAN REPAYMENTS	441,660	-	-	-
4858	LOAN REPAYMENT-EQUITY SHARE	27,939	-	18,000	-
<b>TOTAL SUCCESSOR HOUSING AGENCY FUND</b>		<b>\$ 478,010</b>	<b>\$ 332,124</b>	<b>\$ 18,000</b>	<b>\$ -</b>
<b>853 - CFD DEBT SERVICE FUND</b>					
4010	CURRENT SECURED	\$ 1,450,000	\$ -	\$ 1,645,600	\$ 1,501,000
4110	SALES TAX	377,448	1,139,849	810,000	1,000,000
4190	OTHER TAXES	3,914,827	2,157,332	2,091,000	2,091,000
4410	INTEREST INCOME	11,190	19,672	7,500	7,500
4412	INTEREST INCOME - FISCAL AGENT	310,707	309,733	350,000	300,000
4414	FAIR VALUE ADJUSTMENT	(1,796)	7,366	-	-
<b>TOTAL CFD DEBT SERVICE</b>		<b>\$ 6,062,376</b>	<b>\$ 3,633,952</b>	<b>\$ 4,904,100</b>	<b>\$ 4,899,500</b>
<b>GRAND TOTAL</b>		<b>\$ 109,051,623</b>	<b>\$ 103,995,168</b>	<b>\$ 95,014,535</b>	<b>\$ 109,750,493</b>

## SCHEDULE OF EXPENDITURES BY FUND

	2013-14 ACTUAL EXPENSE	2014-15 ACTUAL EXPENSE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
<b>110 GENERAL FUND*</b>	<b>\$ 53,178,582</b>	<b>\$ 55,886,913</b>	<b>\$ 57,361,320</b>	<b>\$ 60,540,295</b>
116 STATE ASSET FORFEITURES	\$ -	\$ 52,608	\$ -	\$ -
117 DRUG ENFORCEMENT REBATE	2,338,687	1,946,838	-	-
118 BUSINESS IMPROVEMENT TAX	12,749	800	-	-
119 AIR QUALITY IMPROVEMENT TRUST	33,280	15,018	54,630	83,776
120 INTEGRATED WASTE MANAGEMENT	46,951	54,623	85,180	55,341
121 PROPOSITION "A"	1,730,000	1,900,000	1,930,000	2,437,640
122 PROPOSITION "C"	2,035,010	1,651,850	1,471,886	1,340,692
124 STATE GAS TAX	3,636,837	2,917,836	3,247,075	2,461,280
126 PROPOSITION 1B	9,066	-	-	-
127 POLICE DONATIONS	15,551	13,688	-	-
128 TRANSPORTATION DEVELOPMENT ACT	50,000	2,295	-	175,000
129 AB 939	167,237	138,483	142,643	169,089
130 BUREAU OF JUSTICE ASSISTANCE GRANT	40,624	21,451	-	-
131 COMMUNITY DEVELOPMENT BLOCK GRANT	1,012,680	365,277	903,040	820,580
133 SAFER GRANT	867,242	1,050,144	1,726,255	1,912,227
138 ABC GRANT	-	2,982	-	-
140 STP LOCAL	1,055,073	-	-	1,125,000
143 LA COUNTY PARK BOND	146,836	195,982	74,118	50,154
145 WASTE MGT ENFORCEMENT - GRANT	15,761	6,900	15,760	15,760
146 SENIOR MEALS PROGRAM	204,319	207,238	231,967	241,687
149 USED OIL BLOCK GRANT	30,933	24,582	21,547	-
150 INMATE WELFARE	139	-	-	6,750
153 PUBLIC SAFETY AUGMENTATION	650,000	650,000	650,000	725,000
154 PRIVATE GRANTS	-	-	-	-
155 COPS/SLESA	241,449	232,288	-	6,670
158 BEVERAGE CONTAINER RECYCLING GRANT	40,992	5,808	29,980	-
159 SUMMER MEALS PROGRAM	6,980	13,383	26,810	26,715
181 MAINTENANCE DISTRICT #1	446,894	293,789	535,016	444,704
182 MAINTENANCE DISTRICT #2	116,662	104,065	178,761	175,812
183 COASTAL SAGE AND SCRUB CFD	84,354	76,292	112,999	136,183
184 MAINTENANCE DISTRICT #4	1,047,172	915,712	1,364,846	1,234,227
186 MAINTENANCE DISTRICT #6	127,873	132,717	208,552	223,099
187 MAINTENANCE DISTRICT #7	134,733	124,968	214,740	229,994
188 CITYWIDE MAINTENANCE DISTRICT	1,307,028	1,402,109	1,528,007	1,516,522
189 SEWER MAINTENANCE	2,444,593	2,330,692	2,679,649	2,457,376
190 BUSINESS IMPROVEMENT DISTRICT	46,818	46,869	46,890	117,284
204 COPS TECHNOLOGY GRANT	-	-	-	-
205 CHARTER PEG	12,707	7,000	10,000	266,627
210 LA COUNTY GRANT - 1ST DISTRICT	255	35,411	-	-
212 ART IN PUBLIC PLACES	14,544	5,249	8,000	8,000
215 N AZUSA RELINQUISHMENT	150,925	-	-	-
220 WC COMMUNITY SERVICES FOUNDATION	171,520	152,460	100,000	100,000
221 POLICE PRIVATE GRANTS	6,212	3,066	-	-
224 MEASURE R	1,576,980	948,361	859,151	1,323,891
226 ARRA - STIMULUS PROJECTS	5,717	-	-	-
227 HOMELAND SECURITY GRANT	-	162,934	-	-
228 RECOVERY BYRNE GRANT	12,080	148	-	-
229 RUBBERIZED ASPHALT CONCRETE GRANT	-	-	-	-
230 ENERGY EFFICIENCY GRANT	4,683	-	-	-
231 ADVANCED TRAFFIC MGMT SYSTEM	69,139	22,197	-	-
232 NON-FEDERAL GRANTS	70,000	-	-	-
370 DARE ENTERPRISE	-	-	-	-
820 WEST COVINA HOUSING AUTHORITY	660,449	779,339	777,057	731,019
<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>\$ 22,899,734</b>	<b>\$ 19,013,452</b>	<b>\$ 19,234,559</b>	<b>\$ 20,618,099</b>

## SCHEDULE OF EXPENDITURES BY FUND

	2013-14 ACTUAL EXPENSE	2014-15 ACTUAL EXPENSE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
160 CAPITAL PROJECTS	\$ 294,294	\$ 155,539	\$ -	\$ 480,815
161 CONSTRUCTION TAX	41,019	119,728	132,775	353,559
162 INFORMATION TECHNOLOGY	-	-	-	1,200,000
163 PARKS	12,062	-	-	-
164 POLICE IMPACT FEES (DIF)	-	-	-	-
165 FIRE IMPACT FEES (DIF)	-	-	-	-
166 PARK IMPACT FEES (DIF)	-	-	-	-
167 CITY ADMINISTRATIVE IMPACT FEES (DIF)	-	-	-	-
168 PUBLIC WORKS IMPACT FEES (DIF)	-	-	-	-
170 PARK DEDICATION FEES "A"	-	-	-	-
171 PARK DEDICATION FEES "B"	985	-	-	-
172 PARK DEDICATION FEES "C"	3,276	770	-	-
173 PARK DEDICATION FEES "D"	-	337,815	2,533,000	-
174 PARK DEDICATION FEES "E"	3,280	-	790,000	-
175 PARK DEDICATION FEES "F"	-	1,092	580,000	-
176 PARK DEDICATION FEES "G"	-	-	-	-
177 PARK DEDICATION FEES "H"	-	-	-	-
<b>TOTAL CAPITAL PROJECT FUNDS</b>	<b>\$ 354,916</b>	<b>\$ 614,944</b>	<b>\$ 4,035,775</b>	<b>\$ 2,034,374</b>
300 DEBT SERVICE - CITY	\$ 6,245,607	\$ 3,152,793	\$ 3,522,494	\$ 10,728,814
<b>TOTAL DEBT SERVICE FUND</b>	<b>\$ 6,245,607</b>	<b>\$ 3,152,793</b>	<b>\$ 3,522,494</b>	<b>\$ 10,728,814</b>
361 GENERAL AND AUTO LIABILITY	\$ (498,749)	\$ 1,982,625	\$ 1,226,540	\$ 1,667,439
363 WORKERS' COMPENSATION	1,660,342	1,583,778	1,386,364	1,306,327
365 FLEET MANAGEMENT	1,711,670	1,454,695	1,620,302	1,582,610
367 VEHICLE REPLACEMENT	60,218	117,535	93,146	-
368 RETIREE LUMP SUM BENEFITS	88,016	47,192	-	120,000
<b>TOTAL INTERNAL SERVICE FUNDS</b>	<b>\$ 3,021,497</b>	<b>\$ 5,185,825</b>	<b>\$ 4,326,352</b>	<b>\$ 4,676,376</b>
375 POLICE COMPUTER SERVICE GROUP	1,386,195	1,529,541	1,691,538	1,582,296
<b>TOTAL ENTERPRISE FUND</b>	<b>\$ 1,386,195</b>	<b>\$ 1,529,541</b>	<b>\$ 1,691,538</b>	<b>\$ 1,582,296</b>
810 REDEVELOPMENT OBLIGATION RETIREMENT	\$ 7,904,679	\$ 5,924,009	\$ 6,525,022	\$ 9,105,464
815 SUCCESSOR AGENCY ADMINISTRATION	438,114	306,096	313,350	250,000
853 CFD DEBT SERVICE	4,711,639	7,243,380	4,933,450	5,307,900
<b>TOTAL PRIVATE PURPOSE TRUST FUNDS</b>	<b>\$ 13,054,432</b>	<b>\$ 13,473,485</b>	<b>\$ 11,771,822</b>	<b>\$ 14,663,364</b>
<b>GRAND TOTAL</b>	<b>\$ 100,140,963</b>	<b>\$ 98,856,953</b>	<b>\$ 101,943,860</b>	<b>\$ 114,843,618</b>

\*Traffic Safety Fund, Fee & Charge Fund, and Fire Training Funds were determined not to be special revenue funds, so the activity was combined with the General Fund.

## 2016-2017 SCHEDULE OF EXPENDITURES BY FUND & CATEGORY

	SALARIES & BENEFITS	MATERIALS & SERVICES	CAPITAL PROJECTS & EQUIPMENT	TOTAL
<b>110 GENERAL FUND*</b>	<b>\$ 47,939,607</b>	<b>\$ 12,599,188</b>	<b>\$ 1,500</b>	<b>\$ 60,540,295</b>
119 AIR QUALITY IMPROVEMENT TRUST	\$ -	\$ 29,577	\$ 54,199	\$ 83,776
120 INTEGRATED WASTE MANAGEMENT	30,340	25,001	-	55,341
121 PROPOSITION "A"	-	2,437,640	-	2,437,640
122 PROPOSITION "C"	316,964	873,728	150,000	1,340,692
124 STATE GAS TAX	959,368	1,501,912	-	2,461,280
128 TRANSPORTATION DEVELOPMENT ACT	-	-	175,000	175,000
129 AB 939	116,345	52,744	-	169,089
131 COMMUNITY DEVELOPMENT BLOCK GRANT	217,815	569,388	33,377	820,580
133 SAFER GRANT	1,912,227	-	-	1,912,227
140 STP LOCAL	-	1,125,000	-	1,125,000
143 LA COUNTY PARK BOND	19,982	30,172	-	50,154
145 WASTE MGT ENFORCEMENT - GRANT	-	15,760	-	15,760
146 SENIOR MEALS PROGRAM	125,327	116,360	-	241,687
150 INMATE WELFARE	-	6,750	-	6,750
153 PUBLIC SAFETY AUGMENTATION	-	725,000	-	725,000
155 COPS/SLESA	-	6,670	-	6,670
159 SUMMER MEALS PROGRAM	3,715	23,000	-	26,715
181 MAINTENANCE DISTRICT #1	128,004	241,700	75,000	444,704
182 MAINTENANCE DISTRICT #2	91,360	69,452	15,000	175,812
183 COASTAL SAGE AND SCRUB CFD	36,384	94,799	5,000	136,183
184 MAINTENANCE DISTRICT #4	208,794	970,433	55,000	1,234,227
186 MAINTENANCE DISTRICT #6	74,231	123,868	25,000	223,099
187 MAINTENANCE DISTRICT #7	75,022	124,972	30,000	229,994
188 CITYWIDE MAINTENANCE DISTRICT	88,652	1,412,870	15,000	1,516,522
189 SEWER MAINTENANCE	1,366,832	551,544	539,000	2,457,376
190 BUSINESS IMPROVEMENT DISTRICT	-	117,284	-	117,284
205 CHARTER PEG	-	-	266,627	266,627
212 ART IN PUBLIC PLACES	-	8,000	-	8,000
220 WC COMMUNITY SERVICES FOUNDATION	-	100,000	-	100,000
224 MEASURE R	58,415	430,476	835,000	1,323,891
820 WEST COVINA HOUSING AUTHORITY	339,208	391,811	-	731,019
<b>TOTAL SPECIAL REVENUE FUNDS</b>	<b>\$ 6,168,985</b>	<b>\$ 12,175,911</b>	<b>\$ 2,273,203</b>	<b>\$ 20,618,099</b>
160 CAPITAL PROJECTS	\$ -	\$ -	\$ 480,815	\$ 480,815
161 CONSTRUCTION TAX	-	1,864	351,695	353,559
162 INFORMATION TECHNOLOGY	-	-	1,200,000	1,200,000
<b>TOTAL CAPITAL PROJECT FUNDS</b>	<b>\$ -</b>	<b>\$ 1,864</b>	<b>\$ 2,032,510</b>	<b>\$ 2,034,374</b>
300 DEBT SERVICE - CITY	\$ -	\$ 10,728,814	\$ -	\$ 10,728,814
<b>TOTAL DEBT SERVICE FUND</b>	<b>\$ -</b>	<b>\$ 10,728,814</b>	<b>\$ -</b>	<b>\$ 10,728,814</b>
361 GENERAL AND AUTO LIABILITY	\$ -	\$ 1,667,439	\$ -	\$ 1,667,439
363 WORKERS' COMPENSATION	-	1,306,327	-	1,306,327
365 FLEET MANAGEMENT	603,910	978,700	-	1,582,610
368 RETIREE LUMP SUM BENEFITS	120,000	-	-	120,000
<b>TOTAL INTERNAL SERVICE FUNDS</b>	<b>\$ 723,910</b>	<b>\$ 3,952,466</b>	<b>\$ -</b>	<b>\$ 4,676,376</b>

## 2016-2017 SCHEDULE OF EXPENDITURES BY FUND & CATEGORY

	SALARIES & BENEFITS	MATERIALS & SERVICES	CAPITAL PROJECTS & EQUIPMENT	TOTAL
375 POLICE COMPUTER SERVICE GROUP	\$ 1,280,689	\$ 286,607	\$ 15,000	\$ 1,582,296
<b>TOTAL ENTERPRISE FUND</b>	<b>\$ 1,280,689</b>	<b>\$ 286,607</b>	<b>\$ 15,000</b>	<b>\$ 1,582,296</b>
810 REDEVELOPMENT OBLIGATION RETIREMENT	\$ 130,974	\$ 8,974,490	\$ -	\$ 9,105,464
815 SUCCESSOR AGENCY ADMINISTRATION	91,281	158,719	-	250,000
853 CFD DEBT SERVICE	-	5,307,900	-	5,307,900
<b>TOTAL PRIVATE PURPOSE TRUST FUNDS</b>	<b>\$ 222,255</b>	<b>\$ 14,441,109</b>	<b>\$ -</b>	<b>\$ 14,663,364</b>
<b>GRAND TOTAL</b>	<b>\$ 56,335,446</b>	<b>\$ 54,185,959</b>	<b>\$ 4,322,213</b>	<b>\$ 114,843,618</b>



## SCHEDULE OF EXPENDITURES BY DIVISION

	2013-14 ACTUAL EXPENSE	2014-15 ACTUAL EXPENSE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
<b>110 - GENERAL FUND</b>				
Personnel Services	\$ 172,564	\$ 144,768	\$ 86,600	\$ 68,798
Materials & Services	27,982	19,256	31,318	49,800
Capital Assets	-	-	-	-
Allocations	3,645	5,710	8,070	-
<b>Subtotal City Council (1110)</b>	<b>\$ 204,191</b>	<b>\$ 169,734</b>	<b>\$ 125,988</b>	<b>\$ 118,598</b>
Personnel Services	\$ 579,615	\$ 762,360	\$ 388,636	\$ 665,943
Materials & Services	205,524	323,431	131,458	152,533
Capital Assets	-	-	1,500	1,500
Allocations	16,464	16,197	32,710	735
<b>Subtotal City Manager (1120)</b>	<b>\$ 801,603</b>	<b>\$ 1,101,988</b>	<b>\$ 554,304</b>	<b>\$ 820,711</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	736,566	351,824	322,700	307,700
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal City Attorney (1140)</b>	<b>\$ 736,566</b>	<b>\$ 351,824</b>	<b>\$ 322,700</b>	<b>\$ 307,700</b>
Personnel Services	\$ 290,355	\$ 308,308	\$ 259,747	\$ 331,019
Materials & Services	225,455	37,158	269,370	28,735
Capital Assets	-	-	-	-
Allocations	13,703	12,350	13,810	-
<b>Subtotal City Clerk (1210)</b>	<b>\$ 529,513</b>	<b>\$ 357,816</b>	<b>\$ 542,927</b>	<b>\$ 359,754</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	394,288	388,232	372,800	457,800
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Animal Control (1220)</b>	<b>\$ 394,288</b>	<b>\$ 388,232</b>	<b>\$ 372,800</b>	<b>\$ 457,800</b>
Personnel Services	\$ 1,271	\$ 1,225	\$ 1,217	\$ 1,225
Materials & Services	-	-	1,585	1,735
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal City Treasurer (1305)</b>	<b>\$ 1,271</b>	<b>\$ 1,225</b>	<b>\$ 2,802</b>	<b>\$ 2,960</b>
Personnel Services	\$ 1,025,126	\$ 869,575	\$ 1,244,543	\$ 1,293,676
Materials & Services	636,838	651,341	577,770	509,166
Capital Assets	-	-	-	-
Allocations	48,731	15,940	5,880	-
<b>Subtotal Finance Admin (1310)</b>	<b>\$ 1,710,695</b>	<b>\$ 1,536,856</b>	<b>\$ 1,828,193</b>	<b>\$ 1,802,842</b>
Personnel Services	\$ 74,584	\$ 79,271	\$ 75,615	\$ 80,707
Materials & Services	119,540	109,173	122,734	118,200
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Reprographic Services (1330)</b>	<b>\$ 194,124</b>	<b>\$ 188,444</b>	<b>\$ 198,349</b>	<b>\$ 198,907</b>
Personnel Services	\$ 313,181	\$ 239,181	\$ 306,544	\$ 421,779
Materials & Services	103,702	113,103	352,600	344,842
Capital Assets	-	-	35,000	-
Allocations	5,589	5,310	7,260	-
<b>Subtotal Information Systems (1340)</b>	<b>\$ 422,472</b>	<b>\$ 357,594</b>	<b>\$ 701,404</b>	<b>\$ 766,621</b>

## SCHEDULE OF EXPENDITURES BY DIVISION

	2013-14 ACTUAL EXPENSE	2014-15 ACTUAL EXPENSE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
Personnel Services	\$ -	\$ 1,398	\$ 3,000	\$ 3,063
Materials & Services	-	-	500	1,250
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal HR Commission (1401)</b>	<b>\$ -</b>	<b>\$ 1,398</b>	<b>\$ 3,500</b>	<b>\$ 4,313</b>
Personnel Services	\$ 293,974	\$ 425,379	\$ 447,438	\$ 618,615
Materials & Services	174,488	333,436	237,960	328,110
Capital Assets	-	-	-	-
Allocations	19,393	17,960	20,380	-
<b>Subtotal Human Resources (1410)</b>	<b>\$ 487,855</b>	<b>\$ 776,775</b>	<b>\$ 705,778</b>	<b>\$ 946,725</b>
Personnel Services	\$ 1,613	\$ 3,046	\$ 3,000	\$ 4,662
Materials & Services	1,108	1,468	3,000	3,250
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Planning Commission (2101)</b>	<b>\$ 2,721</b>	<b>\$ 4,514</b>	<b>\$ 6,000</b>	<b>\$ 7,912</b>
Personnel Services	\$ 438,061	\$ 432,628	\$ 493,481	\$ 651,553
Materials & Services	27,465	75,528	21,960	118,810
Capital Assets	-	2,081	-	-
Allocations	23,744	21,430	23,540	-
<b>Subtotal Planning (2110)</b>	<b>\$ 489,270</b>	<b>\$ 531,667</b>	<b>\$ 538,981</b>	<b>\$ 770,363</b>
Personnel Services	\$ -	\$ -	\$ 2,903	\$ 140,597
Materials & Services	23,097	24,603	24,715	29,120
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Economic Development (2230)</b>	<b>\$ 23,097</b>	<b>\$ 24,603</b>	<b>\$ 27,618</b>	<b>\$ 169,717</b>
Personnel Services	\$ 3,214,660	\$ 3,375,864	\$ 2,730,065	\$ 3,096,317
Materials & Services	620,845	650,064	497,561	611,320
Capital Assets	-	-	-	-
Allocations	160,843	153,610	177,450	68,485
<b>Subtotal Police Admin (3110)</b>	<b>\$ 3,996,348</b>	<b>\$ 4,179,538</b>	<b>\$ 3,405,076</b>	<b>\$ 3,776,122</b>
Personnel Services	\$ 426,000	\$ 475,736	\$ 470,995	\$ 506,770
Materials & Services	51,661	47,824	55,610	55,550
Capital Assets	-	-	-	-
Allocations	18,000	5,900	8,330	-
<b>Subtotal Jail (3115)</b>	<b>\$ 495,661</b>	<b>\$ 529,460</b>	<b>\$ 534,935</b>	<b>\$ 562,320</b>
Personnel Services	\$ 1,435,568	\$ 1,375,038	\$ 1,616,763	\$ 1,872,469
Materials & Services	22,437	42,296	21,160	21,910
Capital Assets	-	-	-	-
Allocations	34,479	21,390	28,780	-
<b>Subtotal Dispatch (3116)</b>	<b>\$ 1,492,484</b>	<b>\$ 1,438,724</b>	<b>\$ 1,666,703</b>	<b>\$ 1,894,379</b>
Personnel Services	\$ 10,665,729	\$ 11,417,772	\$ 12,984,187	\$ 14,612,175
Materials & Services	216,799	211,907	218,475	120,200
Capital Assets	-	-	-	-
Allocations	930,283	623,572	834,055	1,767,617
<b>Subtotal Patrol (3120)</b>	<b>\$ 11,812,811</b>	<b>\$ 12,253,251</b>	<b>\$ 14,036,717</b>	<b>\$ 16,499,992</b>
Personnel Services	\$ 1,102,507	\$ 1,146,498	\$ 1,322,431	\$ 1,215,735
Materials & Services	41,996	145,759	196,847	182,847
Capital Assets	-	-	-	-
Allocations	101,022	18,486	38,040	3,153
<b>Subtotal Traffic (3121)</b>	<b>\$ 1,245,525</b>	<b>\$ 1,310,743</b>	<b>\$ 1,557,318</b>	<b>\$ 1,401,735</b>

## SCHEDULE OF EXPENDITURES BY DIVISION

	2013-14 ACTUAL EXPENSE	2014-15 ACTUAL EXPENSE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
Personnel Services	\$ 261	\$ 39,625	\$ 69,044	\$ 79,864
Materials & Services	-	106,786	97,000	96,620
Capital Assets	-	-	-	-
Allocations	-	1,790	8,750	-
<b>Subtotal Comm Enhancement (3125)</b>	<b>\$ 261</b>	<b>\$ 148,201</b>	<b>\$ 174,794</b>	<b>\$ 176,484</b>
Personnel Services	\$ 3,972,658	\$ 4,065,548	\$ 3,889,604	\$ 3,798,118
Materials & Services	75,445	63,044	60,870	60,500
Capital Assets	-	-	-	-
Allocations	238,542	169,639	187,360	148,077
<b>Subtotal Investigations (3130)</b>	<b>\$ 4,286,645</b>	<b>\$ 4,298,231</b>	<b>\$ 4,137,834</b>	<b>\$ 4,006,695</b>
Personnel Services	\$ 1,249,770	\$ 1,434,140	\$ 1,093,865	\$ 1,168,331
Materials & Services	11,347	8,360	8,700	12,300
Capital Assets	-	-	-	-
Allocations	45,000	15,210	21,470	-
<b>Subtotal Special Enforcement Team (3131)</b>	<b>\$ 1,306,117</b>	<b>\$ 1,457,710</b>	<b>\$ 1,124,035</b>	<b>\$ 1,180,631</b>
Personnel Services	\$ 13,740,397	\$ 15,241,388	\$ 14,224,922	\$ 14,180,315
Materials & Services	584,629	633,064	673,990	712,684
Capital Assets	36,411	-	-	-
Allocations	545,751	614,897	651,790	549,796
<b>Subtotal Fire (3210)</b>	<b>\$ 14,907,188</b>	<b>\$ 16,489,349</b>	<b>\$ 15,550,702</b>	<b>\$ 15,442,795</b>
Personnel Services	\$ 158,272	\$ 103,226	\$ 129,152	\$ 175,849
Materials & Services	51,822	58,043	55,050	74,550
Capital Assets	-	-	-	-
Allocations	7,230	2,120	3,000	-
<b>Subtotal Fire Prevention (3230)</b>	<b>\$ 217,324</b>	<b>\$ 163,389</b>	<b>\$ 187,202</b>	<b>\$ 250,399</b>
Personnel Services	\$ 7,625	\$ 6,247	\$ 11,500	\$ 11,500
Materials & Services	18,964	16,345	17,445	18,845
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Emergency Svcs (3240)</b>	<b>\$ 26,589</b>	<b>\$ 22,592</b>	<b>\$ 28,945</b>	<b>\$ 30,345</b>
Personnel Services	\$ 91,850	\$ 88,159	\$ 90,282	\$ 117,454
Materials & Services	4,507	4,262	4,435	5,435
Capital Assets	-	-	-	-
Allocations	3,063	51,920	71,760	-
<b>Subtotal Public Works (4110)</b>	<b>\$ 99,420</b>	<b>\$ 144,341</b>	<b>\$ 166,477</b>	<b>\$ 122,889</b>
Personnel Services	\$ 399,812	\$ 399,362	\$ 389,572	\$ 441,948
Materials & Services	28,935	37,550	115,648	112,400
Capital Assets	-	-	-	-
Allocations	25,636	22,342	29,600	3,195
<b>Subtotal Building Services (4120)</b>	<b>\$ 454,383</b>	<b>\$ 459,254</b>	<b>\$ 534,820</b>	<b>\$ 557,543</b>
Personnel Services	\$ 65,208	\$ 40,249	\$ 6,877	\$ -
Materials & Services	42,203	152	-	-
Capital Assets	-	-	-	-
Allocations	3,715	94	-	-
<b>Subtotal Comm Enhancement (4121)</b>	<b>\$ 111,126</b>	<b>\$ 40,495</b>	<b>\$ 6,877</b>	<b>\$ -</b>
Personnel Services	\$ 74,595	\$ 41,891	\$ 52,071	\$ 54,966
Materials & Services	119,529	46,613	55,115	55,625
Capital Assets	-	-	-	-
Allocations	9,185	5,733	17,670	2,919
<b>Subtotal General Engineering (4130)</b>	<b>\$ 203,309</b>	<b>\$ 94,237</b>	<b>\$ 124,856</b>	<b>\$ 113,510</b>

## SCHEDULE OF EXPENDITURES BY DIVISION

	2013-14 ACTUAL EXPENSE	2014-15 ACTUAL EXPENSE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
Personnel Services	\$ 24,427	\$ 29,682	\$ 91,313	\$ 120,233
Materials & Services	48,809	60,612	66,380	66,680
Capital Assets	-	-	-	-
Allocations	21,077	33,321	39,230	20,903
<b>Subtotal Maintenance Service (4140)</b>	<b>\$ 94,313</b>	<b>\$ 123,615</b>	<b>\$ 196,923</b>	<b>\$ 207,816</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	381,369	377,582	370,284	-
Capital Assets	-	-	-	-
Allocations	-	28,940	40,260	-
<b>Subtotal Landscape Maint (4141)</b>	<b>\$ 381,369</b>	<b>\$ 406,522</b>	<b>\$ 410,544</b>	<b>\$ -</b>
Personnel Services	\$ 248,611	\$ 287,809	\$ 255,611	\$ 376,184
Materials & Services	911,671	947,949	969,025	956,046
Capital Assets	-	-	-	-
Allocations	70,092	68,733	76,620	117,931
<b>Subtotal Park Maint (4142)</b>	<b>\$ 1,230,374</b>	<b>\$ 1,304,491</b>	<b>\$ 1,301,256</b>	<b>\$ 1,450,161</b>
Personnel Services	\$ 297,467	\$ 228,390	\$ 258,078	\$ 225,428
Materials & Services	651,125	603,535	628,560	761,568
Capital Assets	-	-	-	-
Allocations	7,634	11,364	15,990	1,740
<b>Subtotal City Buildings (4144)</b>	<b>\$ 956,226</b>	<b>\$ 843,289</b>	<b>\$ 902,628</b>	<b>\$ 988,736</b>
Personnel Services	\$ 146,237	\$ 141,950	\$ 146,902	\$ 151,868
Materials & Services	141,552	116,653	142,887	151,159
Capital Assets	-	-	-	-
Allocations	7,865	10,180	10,250	7,910
<b>Subtotal Electronics (4146)</b>	<b>\$ 295,654</b>	<b>\$ 268,783</b>	<b>\$ 300,039</b>	<b>\$ 310,937</b>
Personnel Services	\$ 17,925	\$ 18,109	\$ 1,098	\$ -
Materials & Services	156,251	153,797	-	-
Capital Assets	-	-	-	-
Allocations	11,559	15,365	370	-
<b>Subtotal Traffic Signal Maint (4150)</b>	<b>\$ 185,735</b>	<b>\$ 187,271</b>	<b>\$ 1,468</b>	<b>\$ -</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	236,646	244,472	240,000	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Street Lighting (4152)</b>	<b>\$ 236,646</b>	<b>\$ 244,472</b>	<b>\$ 240,000</b>	<b>\$ -</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	461,168	484,676
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Street Sweeping (4153)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 461,168</b>	<b>\$ 484,676</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	250,000	350,000
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal NPDES (4189)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 250,000</b>	<b>\$ 350,000</b>
Personnel Services	\$ 2,596	\$ 3,383	\$ 6,087	\$ 6,126
Materials & Services	-	476	1,000	1,500
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Comm Svcs Commission (5101)</b>	<b>\$ 2,596</b>	<b>\$ 3,859</b>	<b>\$ 7,087</b>	<b>\$ 7,626</b>

## SCHEDULE OF EXPENDITURES BY DIVISION

	2013-14 ACTUAL EXPENSE	2014-15 ACTUAL EXPENSE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	1,124	1,750	3,000	1,500
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Youth Council (5103)</b>	<b>\$ 1,124</b>	<b>\$ 1,750</b>	<b>\$ 3,000</b>	<b>\$ 1,500</b>
Personnel Services	\$ 118,836	\$ 231,613	\$ 262,410	\$ 158,852
Materials & Services	14,806	12,589	11,100	39,960
Capital Assets	-	-	-	-
Allocations	33,334	35,336	43,280	36,387
<b>Subtotal Comm Svcs Admin (5110)</b>	<b>\$ 166,976</b>	<b>\$ 279,538</b>	<b>\$ 316,790</b>	<b>\$ 235,199</b>
Personnel Services	\$ 54,687	\$ 54,418	\$ 76,293	\$ -
Materials & Services	10,023	11,021	15,650	-
Capital Assets	-	-	-	-
Allocations	12,145	11,670	12,110	-
<b>Subtotal California Afterschool Program (5131)</b>	<b>\$ 76,855</b>	<b>\$ 77,109</b>	<b>\$ 104,053</b>	<b>\$ -</b>
Personnel Services	\$ 58,604	\$ 66,749	\$ 76,576	\$ 68,458
Materials & Services	11,506	12,570	14,170	14,460
Capital Assets	-	-	-	-
Allocations	11,164	13,010	13,460	-
<b>Subtotal Wescove Afterschool Program (5132)</b>	<b>\$ 81,274</b>	<b>\$ 92,329</b>	<b>\$ 104,206</b>	<b>\$ 82,918</b>
Personnel Services	\$ 80,414	\$ 89,334	\$ 99,954	\$ 94,809
Materials & Services	15,172	13,553	17,820	18,130
Capital Assets	-	-	-	-
Allocations	15,383	14,410	14,970	-
<b>Subtotal Vine Afterschool Program (5133)</b>	<b>\$ 110,969</b>	<b>\$ 117,297</b>	<b>\$ 132,744</b>	<b>\$ 112,939</b>
Personnel Services	\$ 80,542	\$ 75,026	\$ 93,100	\$ 88,424
Materials & Services	11,792	9,859	11,500	12,040
Capital Assets	-	-	-	-
Allocations	12,279	13,950	14,460	-
<b>Subtotal Orangewood Afterschool Program (5134)</b>	<b>\$ 104,613</b>	<b>\$ 98,835</b>	<b>\$ 119,060</b>	<b>\$ 100,464</b>
Personnel Services	\$ 79,321	\$ 87,450	\$ 90,356	\$ 95,531
Materials & Services	7,648	9,094	10,590	11,280
Capital Assets	-	-	-	-
Allocations	12,276	13,670	14,160	-
<b>Subtotal Palmview Afterschool Program (5135)</b>	<b>\$ 99,245</b>	<b>\$ 110,214</b>	<b>\$ 115,106</b>	<b>\$ 106,811</b>
Personnel Services	\$ 39,957	\$ 52,306	\$ 104,974	\$ 73,250
Materials & Services	23,663	40,625	44,698	44,698
Capital Assets	-	-	-	-
Allocations	938	1,100	2,340	-
<b>Subtotal Special Events (5150)</b>	<b>\$ 64,558</b>	<b>\$ 94,031</b>	<b>\$ 152,012</b>	<b>\$ 117,948</b>
Personnel Services	\$ 95,802	\$ 86,234	\$ 92,888	\$ 146,311
Materials & Services	23,684	15,400	18,600	2,500
Capital Assets	-	-	-	-
Allocations	5,825	2,110	2,670	-
<b>Subtotal Recreation Svcs (5160)</b>	<b>\$ 125,311</b>	<b>\$ 103,744</b>	<b>\$ 114,158</b>	<b>\$ 148,811</b>
Personnel Services	\$ 114,287	\$ 132,248	\$ 180,158	\$ 227,158
Materials & Services	159,579	171,606	194,770	218,690
Capital Assets	-	-	-	-
Allocations	27,012	37,050	38,770	-
<b>Subtotal Cameron Comm Ctr (5161)</b>	<b>\$ 300,878</b>	<b>\$ 340,904</b>	<b>\$ 413,698</b>	<b>\$ 445,848</b>

## SCHEDULE OF EXPENDITURES BY DIVISION

	2013-14 ACTUAL EXPENSE	2014-15 ACTUAL EXPENSE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
Personnel Services	\$ 33,135	\$ 25,739	\$ 34,148	\$ 41,738
Materials & Services	2,804	1,841	2,700	2,500
Capital Assets	-	-	-	-
Allocations	4,145	5,224	3,490	2,478
<b>Subtotal Facility Rentals (5162)</b>	<b>\$ 40,084</b>	<b>\$ 32,804</b>	<b>\$ 40,338</b>	<b>\$ 46,716</b>
Personnel Services	\$ 29,372	\$ 28,390	\$ 30,664	\$ 102,439
Materials & Services	56,114	66,216	64,980	92,570
Capital Assets	-	-	-	-
Allocations	8,075	7,320	7,580	-
<b>Subtotal Recreation Classes (Shadow Oak) (5165)</b>	<b>\$ 93,561</b>	<b>\$ 101,926</b>	<b>\$ 103,224</b>	<b>\$ 195,009</b>
Personnel Services	\$ -	\$ 9,321	\$ 11,971	\$ 13,001
Materials & Services	-	130	-	-
Capital Assets	-	-	-	-
Allocations	-	1,580	1,770	-
<b>Subtotal Park Reservation (5168)</b>	<b>\$ -</b>	<b>\$ 11,031</b>	<b>\$ 13,741</b>	<b>\$ 13,001</b>
Personnel Services	\$ 66,083	\$ 64,730	\$ 72,464	\$ 73,834
Materials & Services	3,696	3,450	6,200	6,200
Capital Assets	-	-	-	-
Allocations	9,873	10,580	10,990	-
<b>Subtotal Aquatics (5169)</b>	<b>\$ 79,652</b>	<b>\$ 78,760</b>	<b>\$ 89,654</b>	<b>\$ 80,034</b>
Personnel Services	\$ 43,915	\$ 39,232	\$ 41,556	\$ 46,013
Materials & Services	46,718	67,922	69,620	71,770
Capital Assets	-	-	-	-
Allocations	9,201	9,938	11,650	1,087
<b>Subtotal Pool Maintenance (5171)</b>	<b>\$ 99,834</b>	<b>\$ 117,092</b>	<b>\$ 122,826</b>	<b>\$ 118,870</b>
Personnel Services	\$ 172,526	\$ 178,771	\$ 176,728	\$ 183,638
Materials & Services	24,941	25,501	17,810	36,680
Capital Assets	-	-	-	-
Allocations	21,206	17,840	18,730	-
<b>Subtotal Senior Citizen Center (5180)</b>	<b>\$ 218,673</b>	<b>\$ 222,112</b>	<b>\$ 213,268</b>	<b>\$ 220,318</b>
Personnel Services	\$ 18,597	\$ 33,900	\$ 29,921	\$ 29,297
Materials & Services	26,037	27,363	29,640	30,600
Capital Assets	-	-	-	-
Allocations	7,721	5,390	5,690	-
<b>Subtotal Senior Center Rentals (5182)</b>	<b>\$ 52,355</b>	<b>\$ 66,653</b>	<b>\$ 65,251</b>	<b>\$ 59,897</b>
Personnel Services	\$ 1,327	\$ 1,614	\$ 2,933	\$ 3,567
Materials & Services	4,797	2,084	7,500	12,000
Capital Assets	-	-	-	-
Allocations	556	960	1,010	-
<b>Subtotal Senior Excursions (5187)</b>	<b>\$ 6,680</b>	<b>\$ 4,658</b>	<b>\$ 11,443</b>	<b>\$ 15,567</b>
Transfer out	\$ 1,420,170	\$ 1,731,639	\$ 1,887,000	\$ 1,887,731
<b>Subtotal Transfer Out (9500)</b>	<b>\$ 1,420,170</b>	<b>\$ 1,731,639</b>	<b>\$ 1,887,000</b>	<b>\$ 1,887,731</b>
<b>Fund 110 Subtotal*</b>	<b>\$ 53,178,582</b>	<b>\$ 55,886,913</b>	<b>\$ 57,361,320</b>	<b>\$ 60,540,295</b>

\*Does not include settlement payments of \$1,051,000 in FY 14/15 and (\$11,578,351) in FY 15/16 because they are not part of the normal operating expenditures.

## SCHEDULE OF EXPENDITURES BY DIVISION

	2013-14 ACTUAL EXPENSE	2014-15 ACTUAL EXPENSE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
<b>116 - State Asset Forfeiture</b>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	52,608	-	-
Allocations	-	-	-	-
<b>Subtotal General (7003)</b>	<b>\$ -</b>	<b>\$ 52,608</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Fund 116 Subtotal</b>	<b>\$ -</b>	<b>\$ 52,608</b>	<b>\$ -</b>	<b>\$ -</b>
<b>117 - Drug Enforcement Rebate</b>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	114,274	151,261	-	-
Capital Assets	-	140,536	-	-
Allocations	-	-	-	-
<b>Subtotal Police Admin (3110)</b>	<b>\$ 114,274</b>	<b>\$ 291,797</b>	<b>\$ -</b>	<b>\$ -</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	233,237	242,543	-	-
Capital Assets	132,280	321,715	-	-
Allocations	-	-	-	-
<b>Subtotal West Covina Service Group (3119)</b>	<b>\$ 365,517</b>	<b>\$ 564,258</b>	<b>\$ -</b>	<b>\$ -</b>
Personnel Services	\$ 1,429,443	\$ 667,564	\$ -	\$ -
Materials & Services	58,088	21,635	-	-
Capital Assets	356,952	218,900	-	-
Allocations	-	-	-	-
<b>Subtotal Patrol (3120)</b>	<b>\$ 1,844,483</b>	<b>\$ 908,099</b>	<b>\$ -</b>	<b>\$ -</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	172,234	-	-
Allocations	-	-	-	-
<b>Subtotal Investigations (3130)</b>	<b>\$ -</b>	<b>\$ 172,234</b>	<b>\$ -</b>	<b>\$ -</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	14,413	10,450	-	-
Allocations	-	-	-	-
<b>Subtotal General (7003)</b>	<b>\$ 14,413</b>	<b>\$ 10,450</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Fund 117 Subtotal</b>	<b>\$ 2,338,687</b>	<b>\$ 1,946,838</b>	<b>\$ -</b>	<b>\$ -</b>
<b>118 - Business Improvement Tax</b>				
Personnel Services	\$ 1,023	\$ -	\$ -	\$ -
Materials & Services	921	800	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Special Events (5150)</b>	<b>\$ 1,944</b>	<b>\$ 800</b>	<b>\$ -</b>	<b>\$ -</b>
Transfer out	\$ 10,805	\$ -	\$ -	\$ -
<b>Subtotal Transfer Out (9500)</b>	<b>\$ 10,805</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Fund 118 Subtotal</b>	<b>\$ 12,749</b>	<b>\$ 800</b>	<b>\$ -</b>	<b>\$ -</b>

## SCHEDULE OF EXPENDITURES BY DIVISION

	2013-14 ACTUAL EXPENSE	2014-15 ACTUAL EXPENSE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
<b>119 - Air Quality Improvement Trust</b>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	7,561	5,163	8,300	24,700
Capital Assets	-	-	-	-
Allocations	-	-	-	4,877
<b>Subtotal Air Quality (AB2766) (4183)</b>	<b>\$ 7,561</b>	<b>\$ 5,163</b>	<b>\$ 8,300</b>	<b>\$ 29,577</b>
Personnel Services	\$ 4,472	\$ 2,658	\$ 100	\$ -
Materials & Services	9,612	2,400	2,780	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Transp Demand Mgmt (4185)</b>	<b>\$ 14,084</b>	<b>\$ 5,058</b>	<b>\$ 2,880</b>	<b>\$ -</b>
Personnel Services	\$ 2,832	\$ -	\$ -	\$ -
Materials & Services	-	3,345	12,100	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Alternative Fuel (4186)</b>	<b>\$ 2,832</b>	<b>\$ 3,345</b>	<b>\$ 12,100</b>	<b>\$ -</b>
Personnel Services	\$ -	\$ 1,452	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Buildings (7001)</b>	<b>\$ -</b>	<b>\$ 1,452</b>	<b>\$ -</b>	<b>\$ -</b>
Personnel Services	\$ 8,728	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	75	-	-	54,199
Allocations	-	-	-	-
<b>Subtotal General (7003)</b>	<b>\$ 8,803</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 54,199</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	-	31,350	-
Allocations	-	-	-	-
<b>Subtotal Vehicles (7008)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 31,350</b>	<b>\$ -</b>
<b>Fund 119 Subtotal</b>	<b>\$ 33,280</b>	<b>\$ 15,018</b>	<b>\$ 54,630</b>	<b>\$ 83,776</b>
<b>120 - Intergrated Waste Mgmt</b>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	36,000	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Integrated Waste Management (4180)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 36,000</b>	<b>\$ -</b>
Personnel Services	\$ 14,348	\$ 8,185	\$ 15,310	\$ 17,179
Materials & Services	3,766	24,557	6,100	6,100
Capital Assets	-	-	-	-
Allocations	-	-	1,500	8,972
<b>Subtotal Landfill Enforcement (4182)</b>	<b>\$ 18,114</b>	<b>\$ 32,742</b>	<b>\$ 22,910</b>	<b>\$ 32,251</b>
Personnel Services	\$ 15,644	\$ 14,656	\$ 12,140	\$ 13,161
Materials & Services	11,593	6,825	9,020	9,020
Capital Assets	-	-	-	-
Allocations	-	-	4,710	909
<b>Subtotal Franchise Waste Collection (4187)</b>	<b>\$ 27,237</b>	<b>\$ 21,481</b>	<b>\$ 25,870</b>	<b>\$ 23,090</b>



## SCHEDULE OF EXPENDITURES BY DIVISION

	2013-14 ACTUAL EXPENSE	2014-15 ACTUAL EXPENSE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	1,600	400	400	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Program Admin (4190)</b>	<b>\$ 1,600</b>	<b>\$ 400</b>	<b>\$ 400</b>	<b>\$ -</b>
<b>Fund 120 Subtotal</b>	<b>\$ 46,951</b>	<b>\$ 54,623</b>	<b>\$ 85,180</b>	<b>\$ 55,341</b>
<b>121 - Prop A</b>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	1,730,000	1,900,000	1,930,000	2,313,323
Capital Assets	-	-	-	-
Allocations	-	-	-	4,317
<b>Subtotal Regional Transportation (5140)</b>	<b>\$ 1,730,000</b>	<b>\$ 1,900,000</b>	<b>\$ 1,930,000</b>	<b>\$ 2,317,640</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	120,000
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Dial-A-Ride (5143)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 120,000</b>
<b>Fund 121 Subtotal</b>	<b>\$ 1,730,000</b>	<b>\$ 1,900,000</b>	<b>\$ 1,930,000</b>	<b>\$ 2,437,640</b>
<b>122 - Prop C</b>				
Personnel Services	\$ 88,400	\$ 127,782	\$ 136,510	\$ 26,695
Materials & Services	4,288	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Transportation Planning (2120)</b>	<b>\$ 92,688</b>	<b>\$ 127,782</b>	<b>\$ 136,510</b>	<b>\$ 26,695</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	19,874	21,210	900	-
Capital Assets	-	-	-	-
Allocations	-	-	21,350	-
<b>Subtotal Program Admin (2130)</b>	<b>\$ 19,874</b>	<b>\$ 21,210</b>	<b>\$ 22,250</b>	<b>\$ -</b>
Personnel Services	\$ 124,760	\$ 104,696	\$ 150,687	\$ 214,164
Materials & Services	7,466	14,328	28,000	39,450
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Pavement Mgmt (4132)</b>	<b>\$ 132,226</b>	<b>\$ 119,024</b>	<b>\$ 178,687</b>	<b>\$ 253,614</b>
Personnel Services	\$ -	\$ 15,440	\$ -	\$ -
Materials & Services	18,069	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	15,530	-
<b>Subtotal Program Admin (4190)</b>	<b>\$ 18,069</b>	<b>\$ 15,440</b>	<b>\$ 15,530</b>	<b>\$ -</b>
Personnel Services	\$ 185,841	\$ 175,155	\$ 135,029	\$ 76,105
Materials & Services	58,617	67,845	4,950	4,900
Capital Assets	-	-	500	-
Allocations	-	-	66,010	59,340
<b>Subtotal Program Admin (5120)</b>	<b>\$ 244,458</b>	<b>\$ 243,000</b>	<b>\$ 206,489</b>	<b>\$ 140,345</b>

## SCHEDULE OF EXPENDITURES BY DIVISION

	2013-14 ACTUAL EXPENSE	2014-15 ACTUAL EXPENSE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
Personnel Services	\$ -	\$ 161,471	\$ -	\$ -
Materials & Services	164,149	-	105,000	105,000
Capital Assets	-	-	-	-
Allocations	-	-	72,120	72,453
<b>Subtotal Corridor Shuttle (Fixed route) (5142)</b>	<b>\$ 164,149</b>	<b>\$ 161,471</b>	<b>\$ 177,120</b>	<b>\$ 177,453</b>
Personnel Services	\$ -	\$ 151,868	\$ -	\$ -
Materials & Services	98,723	-	100,000	105,000
Capital Assets	-	-	-	-
Allocations	-	-	40,800	48,085
<b>Subtotal Dial-A-Ride (5143)</b>	<b>\$ 98,723</b>	<b>\$ 151,868</b>	<b>\$ 140,800</b>	<b>\$ 153,085</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	53,604	66,399	74,500	74,500
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Bus Shelter Maint (5144)</b>	<b>\$ 53,604</b>	<b>\$ 66,399</b>	<b>\$ 74,500</b>	<b>\$ 74,500</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	68,281	67,943	80,000	80,000
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Recreation/Education Transit (5145)</b>	<b>\$ 68,281</b>	<b>\$ 67,943</b>	<b>\$ 80,000</b>	<b>\$ 80,000</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	254,330	264,669	240,000	285,000
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Fixed Route - Green Line Corridor Shuttle (5148)</b>	<b>\$ 254,330</b>	<b>\$ 264,669</b>	<b>\$ 240,000</b>	<b>\$ 285,000</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	5,973	4,832	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Transit Marketing (5149)</b>	<b>\$ 5,973</b>	<b>\$ 4,832</b>	<b>\$ -</b>	<b>\$ -</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	3,307	113,370	-	-
Allocations	-	-	-	-
<b>Subtotal General (7003)</b>	<b>\$ 3,307</b>	<b>\$ 113,370</b>	<b>\$ -</b>	<b>\$ -</b>
Personnel Services	\$ 35,828	\$ 6,770	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	821,933	288,072	200,000	150,000
Allocations	-	-	-	-
<b>Subtotal Streets (7005)</b>	<b>\$ 857,761</b>	<b>\$ 294,842</b>	<b>\$ 200,000</b>	<b>\$ 150,000</b>
Personnel Services	\$ 4,432	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	17,135	-	-	-
Allocations	-	-	-	-
<b>Subtotal Traffic (7006)</b>	<b>\$ 21,567</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Fund 122 Subtotal</b>	<b>\$ 2,035,010</b>	<b>\$ 1,651,850</b>	<b>\$ 1,471,886</b>	<b>\$ 1,340,692</b>

## SCHEDULE OF EXPENDITURES BY DIVISION

	2013-14 ACTUAL EXPENSE	2014-15 ACTUAL EXPENSE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
<b>124 - State Gas Tax</b>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	2,500	2,500
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Finance Admin (1310)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>
Personnel Services	\$ 168,745	\$ 138,273	\$ 209,854	\$ 128,828
Materials & Services	38,791	72,541	40,830	29,875
Capital Assets	-	-	-	-
Allocations	-	-	27,180	67
<b>Subtotal Traffic Engineering (4131)</b>	<b>\$ 207,536</b>	<b>\$ 210,814</b>	<b>\$ 277,864</b>	<b>\$ 158,770</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	392,784
Capital Assets	-	-	-	-
Allocations	-	-	-	18,207
<b>Subtotal Landscape Maint (4141)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 410,991</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	174,000	164,000
Capital Assets	-	-	-	-
Allocations	-	-	-	18,571
<b>Subtotal Traffic Signal Maint (4150)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 174,000</b>	<b>\$ 182,571</b>
Personnel Services	\$ 857,007	\$ 955,762	\$ 1,182,191	\$ 830,540
Materials & Services	532,032	491,971	198,870	209,200
Capital Assets	8,125	-	-	-
Allocations	-	-	381,650	421,708
<b>Subtotal Street Maint (4151)</b>	<b>\$ 1,397,164</b>	<b>\$ 1,447,733</b>	<b>\$ 1,762,711</b>	<b>\$ 1,461,448</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	245,000
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Street Lighting (4152)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 245,000</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal General (7003)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Personnel Services	\$ 25,699	\$ 5,085	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	1,012,220	480,068	225,000	-
Allocations	-	-	-	-
<b>Subtotal Streets (7005)</b>	<b>\$ 1,037,919</b>	<b>\$ 485,153</b>	<b>\$ 225,000</b>	<b>\$ -</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	159,786	-	85,000	-
Allocations	-	-	-	-
<b>Subtotal Traffic (7006)</b>	<b>\$ 159,786</b>	<b>\$ -</b>	<b>\$ 85,000</b>	<b>\$ -</b>

## SCHEDULE OF EXPENDITURES BY DIVISION

	2013-14 ACTUAL EXPENSE	2014-15 ACTUAL EXPENSE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	54,346	-	-
Allocations	-	-	-	-
<b>Subtotal Vehicles (7008)</b>	<b>\$ -</b>	<b>\$ 54,346</b>	<b>\$ -</b>	<b>\$ -</b>
Transfer out	\$ 834,432	\$ 719,790	\$ 720,000	\$ -
<b>Subtotal Transfer Out (9500)</b>	<b>\$ 834,432</b>	<b>\$ 719,790</b>	<b>\$ 720,000</b>	<b>\$ -</b>
<b>Fund 124 Subtotal</b>	<b>\$ 3,636,837</b>	<b>\$ 2,917,836</b>	<b>\$ 3,247,075</b>	<b>\$ 2,461,280</b>
<b>126 - Prop 1B</b>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	9,066	-	-	-
Allocations	-	-	-	-
<b>Subtotal Streets (7005)</b>	<b>\$ 9,066</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Fund 126 Subtotal</b>	<b>\$ 9,066</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>127 - Police Donations</b>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	15,551	13,688	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Police Admin (3110)</b>	<b>\$ 15,551</b>	<b>\$ 13,688</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Fund 127 Subtotal</b>	<b>\$ 15,551</b>	<b>\$ 13,688</b>	<b>\$ -</b>	<b>\$ -</b>
<b>128 - Transportation Development Act</b>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	-	-	75,000
Allocations	-	-	-	-
<b>Subtotal General (7003)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 75,000</b>
Personnel Services	\$ 4,858	\$ 2,295	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	45,142	-	-	100,000
Allocations	-	-	-	-
<b>Subtotal Streets (7005)</b>	<b>\$ 50,000</b>	<b>\$ 2,295</b>	<b>\$ -</b>	<b>\$ 100,000</b>
<b>Fund 128 Subtotal</b>	<b>\$ 50,000</b>	<b>\$ 2,295</b>	<b>\$ -</b>	<b>\$ 175,000</b>
<b>129 - AB 939</b>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	220	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Integrated Waste Mgmt (4180)</b>	<b>\$ -</b>	<b>\$ 220</b>	<b>\$ -</b>	<b>\$ -</b>

## SCHEDULE OF EXPENDITURES BY DIVISION

	2013-14 ACTUAL EXPENSE	2014-15 ACTUAL EXPENSE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
Personnel Services	\$ 118,536	\$ 97,493	\$ 93,382	\$ 116,345
Materials & Services	47,101	40,370	30,731	30,731
Capital Assets	-	-	-	-
Allocations	-	-	18,530	22,013
<b>Subtotal Waste Reduction (AB 939) (4188)</b>	<b>\$ 165,637</b>	<b>\$ 137,863</b>	<b>\$ 142,643</b>	<b>\$ 169,089</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	1,600	400	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Program Admin (4190)</b>	<b>\$ 1,600</b>	<b>\$ 400</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Fund 129 Subtotal</b>	<b>\$ 167,237</b>	<b>\$ 138,483</b>	<b>\$ 142,643</b>	<b>\$ 169,089</b>
<b>130 Bureau of Justice Asst.</b>				
Personnel Services	\$ 7,202	\$ -	\$ -	\$ -
Materials & Services	62	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Police Admin (3110)</b>	<b>\$ 7,264</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	12,645	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Police (3111)</b>	<b>\$ 12,645</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Personnel Services	\$ -	\$ 2,137	\$ -	\$ -
Materials & Services	20,715	315	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Police (3112)</b>	<b>\$ 20,715</b>	<b>\$ 2,452</b>	<b>\$ -</b>	<b>\$ -</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	18,999	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Police (3113)</b>	<b>\$ -</b>	<b>\$ 18,999</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Fund 130 Subtotal</b>	<b>\$ 40,624</b>	<b>\$ 21,451</b>	<b>\$ -</b>	<b>\$ -</b>
<b>131 - Comm Dev Block Grant</b>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	200,000
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Business Assistance Program (2232)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	200,000
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Home Improvement Program (2242)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200,000</b>

## SCHEDULE OF EXPENDITURES BY DIVISION

	2013-14 ACTUAL EXPENSE	2014-15 ACTUAL EXPENSE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	10,000	10,000	-	10,000
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Fair Housing (2244)</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ 10,000</b>
Personnel Services	\$ 261	\$ 25,700	\$ -	\$ 93,920
Materials & Services	-	4,157	500	1,080
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Community Enhancement (3125)</b>	<b>\$ 261</b>	<b>\$ 29,857</b>	<b>\$ 500</b>	<b>\$ 95,000</b>
Personnel Services	\$ 20,122	\$ 19,030	\$ -	\$ 20,000
Materials & Services	-	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Investigations (3130)</b>	<b>\$ 20,122</b>	<b>\$ 19,030</b>	<b>\$ -</b>	<b>\$ 20,000</b>
Personnel Services	\$ 61,487	\$ 4,795	\$ -	\$ 5,000
Materials & Services	14,311	112	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Community Enhancement (4121)</b>	<b>\$ 75,798</b>	<b>\$ 4,907</b>	<b>\$ -</b>	<b>\$ 5,000</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	5,000	8,333	9,455	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal General Engineering (4130)</b>	<b>\$ 5,000</b>	<b>\$ 8,333</b>	<b>\$ 9,455</b>	<b>\$ -</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	(10,628)	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Comm Svcs Admin (5110)</b>	<b>\$ -</b>	<b>\$ (10,628)</b>	<b>\$ -</b>	<b>\$ -</b>
Personnel Services	\$ 82,770	\$ 75,578	\$ 3,030	\$ 98,895
Materials & Services	51,405	62,360	28,750	30,100
Capital Assets	-	-	-	-
Allocations	-	-	27,240	35,121
<b>Subtotal Program Admin (5120)</b>	<b>\$ 134,175</b>	<b>\$ 137,938</b>	<b>\$ 59,020</b>	<b>\$ 164,116</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	103,699	87,075	109,065	83,087
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Community Subrecipients (5121)</b>	<b>\$ 103,699</b>	<b>\$ 87,075</b>	<b>\$ 109,065</b>	<b>\$ 83,087</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	16,350	8,784	-	10,000
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Careship (5136)</b>	<b>\$ 16,350</b>	<b>\$ 8,784</b>	<b>\$ -</b>	<b>\$ 10,000</b>
Personnel Services	\$ 2,845	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	27,494	-	-	-
Allocations	-	-	-	-
<b>Subtotal Buildings (7001)</b>	<b>\$ 30,339</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## SCHEDULE OF EXPENDITURES BY DIVISION

		2013-14 ACTUAL EXPENSE		2014-15 ACTUAL EXPENSE		2015-16 ADOPTED BUDGET		2016-17 ADOPTED BUDGET
Personnel Services	\$	-	\$	185	\$	-	\$	-
Materials & Services		-		-		-		-
Capital Assets		14,397		11,575		-		-
Allocations		-		-		-		-
<b>Subtotal General (7003)</b>	<b>\$</b>	<b>14,397</b>	<b>\$</b>	<b>11,760</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>
Personnel Services	\$	19,971	\$	-	\$	-	\$	-
Materials & Services		-		-		-		-
Capital Assets		128,678		-		50,000		33,377
Allocations		-		-		-		-
<b>Subtotal Parks (7004)</b>	<b>\$</b>	<b>148,649</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>50,000</b>	<b>\$</b>	<b>33,377</b>
Personnel Services	\$	20,807	\$	-	\$	-	\$	-
Materials & Services		-		-		-		-
Capital Assets		433,083		58,221		675,000		-
Allocations		-		-		-		-
<b>Subtotal Streets (7005)</b>	<b>\$</b>	<b>453,890</b>	<b>\$</b>	<b>58,221</b>	<b>\$</b>	<b>675,000</b>	<b>\$</b>	<b>-</b>
<b>Fund 131 Subtotal</b>	<b>\$</b>	<b>1,012,680</b>	<b>\$</b>	<b>365,277</b>	<b>\$</b>	<b>903,040</b>	<b>\$</b>	<b>820,580</b>
<b>133 - Safer Grant</b>								
Personnel Services	\$	867,242	\$	1,050,144	\$	1,726,255	\$	1,912,227
Materials & Services		-		-		-		-
Capital Assets		-		-		-		-
Allocations		-		-		-		-
<b>Subtotal Fire Grant (3213)</b>	<b>\$</b>	<b>867,242</b>	<b>\$</b>	<b>1,050,144</b>	<b>\$</b>	<b>1,726,255</b>	<b>\$</b>	<b>1,912,227</b>
<b>Fund 133 Subtotal</b>	<b>\$</b>	<b>867,242</b>	<b>\$</b>	<b>1,050,144</b>	<b>\$</b>	<b>1,726,255</b>	<b>\$</b>	<b>1,912,227</b>
<b>138 - ABC Grant</b>								
Personnel Services	\$	-	\$	2,982	\$	-	\$	-
Materials & Services		-		-		-		-
Capital Assets		-		-		-		-
Allocations		-		-		-		-
<b>Subtotal Police Admin (3110)</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>2,982</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>
<b>Fund 138 Subtotal</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>2,982</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>
<b>140 STP Local</b>								
Personnel Services	\$	28,613	\$	-	\$	-	\$	-
Materials & Services		-		-		-		1,125,000
Capital Assets		1,026,460		-		-		-
Allocations		-		-		-		-
<b>Subtotal Streets (7005)</b>	<b>\$</b>	<b>1,055,073</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>1,125,000</b>
<b>Fund 140 Subtotal</b>	<b>\$</b>	<b>1,055,073</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>1,125,000</b>
<b>143 - LA County Park Bond</b>								
Personnel Services	\$	-	\$	25,737	\$	35,315	\$	-
Materials & Services		-		11,002		-		-
Capital Assets		-		-		-		-
Allocations		-		-		-		-
<b>Subtotal Park Maintenance (4142)</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>36,739</b>	<b>\$</b>	<b>35,315</b>	<b>\$</b>	<b>-</b>

## SCHEDULE OF EXPENDITURES BY DIVISION

	2013-14 ACTUAL EXPENSE	2014-15 ACTUAL EXPENSE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
Personnel Services	\$ 29,833	\$ -	\$ 18,333	\$ 19,982
Materials & Services	21,245	-	14,500	19,500
Capital Assets	-	-	-	-
Allocations	-	-	5,970	10,672
<b>Subtotal Del Norte Splash Pad (5172)</b>	<b>\$ 51,078</b>	<b>\$ -</b>	<b>\$ 38,803</b>	<b>\$ 50,154</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	95,758	159,243	-	-
Allocations	-	-	-	-
<b>Subtotal Parks (7004)</b>	<b>\$ 95,758</b>	<b>\$ 159,243</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Fund 143 Subtotal</b>	<b>\$ 146,836</b>	<b>\$ 195,982</b>	<b>\$ 74,118</b>	<b>\$ 50,154</b>
<b>145 - Waste Mgt Enforcement Grant</b>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	15,761	6,900	15,760	15,760
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Landfill Enforcement (4182)</b>	<b>\$ 15,761</b>	<b>\$ 6,900</b>	<b>\$ 15,760</b>	<b>\$ 15,760</b>
<b>Fund 145 Subtotal</b>	<b>\$ 15,761</b>	<b>\$ 6,900</b>	<b>\$ 15,760</b>	<b>\$ 15,760</b>
<b>146 - Senior Meals Program</b>				
Personnel Services	\$ 106,461	\$ 105,506	\$ 114,287	\$ 125,327
Materials & Services	97,858	101,732	114,310	116,360
Capital Assets	-	-	-	-
Allocations	-	-	3,370	-
<b>Subtotal Meal Grant (5186)</b>	<b>\$ 204,319</b>	<b>\$ 207,238</b>	<b>\$ 231,967</b>	<b>\$ 241,687</b>
<b>Fund 146 Subtotal</b>	<b>\$ 204,319</b>	<b>\$ 207,238</b>	<b>\$ 231,967</b>	<b>\$ 241,687</b>
<b>149 - Used Oil Block Grant</b>				
Personnel Services	\$ 10,036	\$ 4,281	\$ 1,098	\$ -
Materials & Services	20,897	20,301	17,899	-
Capital Assets	-	-	-	-
Allocations	-	-	2,550	-
<b>Subtotal Integrated Waste Management (4180)</b>	<b>\$ 30,933</b>	<b>\$ 24,582</b>	<b>\$ 21,547</b>	<b>\$ -</b>
<b>Fund 149 Subtotal</b>	<b>\$ 30,933</b>	<b>\$ 24,582</b>	<b>\$ 21,547</b>	<b>\$ -</b>
<b>150 - Inmate Welfare</b>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	139	-	-	6,750
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Jail (3115)</b>	<b>\$ 139</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,750</b>
<b>Fund 150 Subtotal</b>	<b>\$ 139</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,750</b>



## SCHEDULE OF EXPENDITURES BY DIVISION

	2013-14 ACTUAL EXPENSE	2014-15 ACTUAL EXPENSE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
<b>153 - Public Safety Augmentation</b>				
Transfer out	\$ 650,000	\$ 650,000	\$ 650,000	\$ 725,000
<b>Subtotal Transfer Out (9500)</b>	<b>\$ 650,000</b>	<b>\$ 650,000</b>	<b>\$ 650,000</b>	<b>\$ 725,000</b>
<b>Fund 153 Subtotal</b>	<b>\$ 650,000</b>	<b>\$ 650,000</b>	<b>\$ 650,000</b>	<b>\$ 725,000</b>
<b>155 - COPS/SLESF</b>				
Personnel Services	\$ 37,021	\$ 9,813	\$ -	\$ -
Materials & Services	104,428	178,438	-	-
Capital Assets	100,000	44,037	-	-
Allocations	-	-	-	6,670
<b>Subtotal Police Admin (3110)</b>	<b>\$ 241,449</b>	<b>\$ 232,288</b>	<b>\$ -</b>	<b>\$ 6,670</b>
<b>Fund 155 Subtotal</b>	<b>\$ 241,449</b>	<b>\$ 232,288</b>	<b>\$ -</b>	<b>\$ 6,670</b>
<b>158 - Beverage Container Recycling Grant</b>				
Personnel Services	\$ 11,782	\$ 1,703	\$ 160	\$ -
Materials & Services	9,728	4,105	26,300	-
Capital Assets	-	-	-	-
Allocations	-	-	3,520	-
<b>Subtotal Integrated Waste Management (4180)</b>	<b>\$ 21,510</b>	<b>\$ 5,808</b>	<b>\$ 29,980</b>	<b>\$ -</b>
Personnel Services	\$ 1,772	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	17,710	-	-	-
Allocations	-	-	-	-
<b>Subtotal Parks (7004)</b>	<b>\$ 19,482</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Fund 158 Subtotal</b>	<b>\$ 40,992</b>	<b>\$ 5,808</b>	<b>\$ 29,980</b>	<b>\$ -</b>
<b>159 - Summer Meals Program</b>				
Personnel Services	\$ 2,836	\$ 2,608	\$ 3,400	\$ 3,715
Materials & Services	4,144	10,775	23,000	23,000
Capital Assets	-	-	-	-
Allocations	-	-	410	-
<b>Subtotal Summer Lunch (5166)</b>	<b>\$ 6,980</b>	<b>\$ 13,383</b>	<b>\$ 26,810</b>	<b>\$ 26,715</b>
<b>Fund 159 Subtotal</b>	<b>\$ 6,980</b>	<b>\$ 13,383</b>	<b>\$ 26,810</b>	<b>\$ 26,715</b>
<b>160 - Capital Projects</b>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	-	-	58,305
Allocations	-	-	-	-
<b>Subtotal Buildings (7001)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 58,305</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	155,539	-	11,000
Allocations	-	-	-	-
<b>Subtotal General (7003)</b>	<b>\$ -</b>	<b>\$ 155,539</b>	<b>\$ -</b>	<b>\$ 11,000</b>

## SCHEDULE OF EXPENDITURES BY DIVISION

	2013-14 ACTUAL EXPENSE	2014-15 ACTUAL EXPENSE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
Personnel Services	\$ 10,897	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	283,397	-	-	-
Allocations	-	-	-	-
<b>Subtotal Streets (7005)</b>	<b>\$ 294,294</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	-	-	95,000
Allocations	-	-	-	-
<b>Subtotal Utilities (7007)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 95,000</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	-	-	316,510
Allocations	-	-	-	-
<b>Subtotal Vehicles (7008)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 316,510</b>
<b>Fund 160 Subtotal</b>	<b>\$ 294,294</b>	<b>\$ 155,539</b>	<b>\$ -</b>	<b>\$ 480,815</b>
<b>161 - Construction Tax</b>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	5,000	8,333	9,865	-
Capital Assets	-	-	-	-
Allocations	564	410	410	1,864
<b>Subtotal General Engineering (4130)</b>	<b>\$ 5,564</b>	<b>\$ 8,743</b>	<b>\$ 10,275</b>	<b>\$ 1,864</b>
Personnel Services	\$ -	\$ 774	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	24,857	110,211	72,500	351,695
Allocations	-	-	-	-
<b>Subtotal Buildings (7001)</b>	<b>\$ 24,857</b>	<b>\$ 110,985</b>	<b>\$ 72,500</b>	<b>\$ 351,695</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	2,350	-	50,000	-
Allocations	-	-	-	-
<b>Subtotal Parks (7004)</b>	<b>\$ 2,350</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ -</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	8,248	-	-	-
Allocations	-	-	-	-
<b>Subtotal Streets (7005)</b>	<b>\$ 8,248</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Fund 161 Subtotal</b>	<b>\$ 41,019</b>	<b>\$ 119,728</b>	<b>\$ 132,775</b>	<b>\$ 353,559</b>
<b>162 - Information Technology</b>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	-	-	1,200,000
Allocations	-	-	-	-
<b>Subtotal General (7003)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,200,000</b>
<b>Fund 162 Subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,200,000</b>

## SCHEDULE OF EXPENDITURES BY DIVISION

	2013-14 ACTUAL EXPENSE	2014-15 ACTUAL EXPENSE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
<b>163 - Parks</b>				
Personnel Services	\$ 734	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Buildings (7001)</b>	<b>\$ 734</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Personnel Services	\$ 336	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	10,992	-	-	-
Allocations	-	-	-	-
<b>Subtotal Parks (7004)</b>	<b>\$ 11,328</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Fund 163 Subtotal</b>	<b>\$ 12,062</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>171 - PDF B Palm View</b>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	985	-	-	-
Allocations	-	-	-	-
<b>Subtotal Parks (7004)</b>	<b>\$ 985</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Fund 171 Subtotal</b>	<b>\$ 985</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>172 - PDF C Orangewood - CA</b>				
Personnel Services	\$ 796	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Buildings (7001)</b>	<b>\$ 796</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Personnel Services	\$ 2,480	\$ 770	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Parks (7004)</b>	<b>\$ 2,480</b>	<b>\$ 770</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Fund 172 Subtotal</b>	<b>\$ 3,276</b>	<b>\$ 770</b>	<b>\$ -</b>	<b>\$ -</b>
<b>173 - PDF D Walmerado - Cam</b>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	337,815	2,533,000	-
Allocations	-	-	-	-
<b>Subtotal Parks (7004)</b>	<b>\$ -</b>	<b>\$ 337,815</b>	<b>\$ 2,533,000</b>	<b>\$ -</b>
<b>Fund 173 Subtotal</b>	<b>\$ -</b>	<b>\$ 337,815</b>	<b>\$ 2,533,000</b>	<b>\$ -</b>
<b>174 - PDF E - Cortez</b>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Buildings (7001)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## SCHEDULE OF EXPENDITURES BY DIVISION

		2013-14 ACTUAL EXPENSE		2014-15 ACTUAL EXPENSE		2015-16 ADOPTED BUDGET		2016-17 ADOPTED BUDGET
Personnel Services	\$	-	\$	-	\$	-	\$	-
Materials & Services		-		-		-		-
Capital Assets		3,280		-		790,000		-
Allocations		-		-		-		-
<b>Subtotal Parks (Includes Youth Sports) (7004)</b>	<b>\$</b>	<b>3,280</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>790,000</b>	<b>\$</b>	<b>-</b>
<b>Fund 174 Subtotal</b>	<b>\$</b>	<b>3,280</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>790,000</b>	<b>\$</b>	<b>-</b>
<b>175 - PDF F Gal-Wogrov-Cam</b>								
Personnel Services	\$	-	\$	-	\$	-	\$	-
Materials & Services		-		-		-		-
Capital Assets		-		-		145,000		-
Allocations		-		-		-		-
<b>Subtotal Buildings (7001)</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>145,000</b>	<b>\$</b>	<b>-</b>
Personnel Services	\$	-	\$	-	\$	-	\$	-
Materials & Services		-		-		-		-
Capital Assets		-		1,092		435,000		-
Allocations		-		-		-		-
<b>Subtotal Parks (7004)</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>1,092</b>	<b>\$</b>	<b>435,000</b>	<b>\$</b>	<b>-</b>
<b>Fund 175 Subtotal</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>1,092</b>	<b>\$</b>	<b>580,000</b>	<b>\$</b>	<b>-</b>
<b>176 - PDF G S.O./Ging/Shakes</b>								
Personnel Services	\$	1,040	\$	-	\$	-	\$	-
Materials & Services		-		-		-		-
Capital Assets		(1,040)		-		-		-
Allocations		-		-		-		-
<b>Subtotal Buildings (7001)</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>
<b>Fund 176 Subtotal</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>
<b>181 - Maintenance District #1</b>								
Personnel Services	\$	127,218	\$	93,075	\$	99,996	\$	128,004
Materials & Services		-		165,067		178,390		178,390
Capital Assets		225,042		-		-		-
Allocations		-		33,880		35,430		53,310
<b>Subtotal District Maint (4145)</b>	<b>\$</b>	<b>352,260</b>	<b>\$</b>	<b>292,022</b>	<b>\$</b>	<b>313,816</b>	<b>\$</b>	<b>359,704</b>
Personnel Services	\$	-	\$	-	\$	-	\$	-
Materials & Services		-		-		10,000		10,000
Capital Assets		-		-		-		-
Allocations		-		-		-		-
<b>Subtotal NPDES (4189)</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>10,000</b>	<b>\$</b>	<b>10,000</b>
Personnel Services	\$	-	\$	-	\$	-	\$	-
Materials & Services		-		-		-		-
Capital Assets		-		-		-		75,000
Allocations		-		-		-		-
<b>Subtotal General (7003)</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>75,000</b>
Personnel Services	\$	7,518		-	\$	-	\$	-
Materials & Services		-		-		-		-
Capital Assets		85,916		567		210,000		-
Allocations		-		-		-		-
<b>Subtotal Parks (7004)</b>	<b>\$</b>	<b>93,434</b>	<b>\$</b>	<b>567</b>	<b>\$</b>	<b>210,000</b>	<b>\$</b>	<b>-</b>

## SCHEDULE OF EXPENDITURES BY DIVISION

		2013-14 ACTUAL EXPENSE		2014-15 ACTUAL EXPENSE		2015-16 ADOPTED BUDGET		2016-17 ADOPTED BUDGET
Transfer out	\$	1,200	\$	1,200	\$	1,200	\$	-
<b>Subtotal Transfer Out (9500)</b>	<b>\$</b>	<b>1,200</b>	<b>\$</b>	<b>1,200</b>	<b>\$</b>	<b>1,200</b>	<b>\$</b>	<b>-</b>
<b>Fund 181 Subtotal</b>	<b>\$</b>	<b>446,894</b>	<b>\$</b>	<b>293,789</b>	<b>\$</b>	<b>535,016</b>	<b>\$</b>	<b>444,704</b>
<b>182 - Maintenance District #2</b>								
Personnel Services	\$	55,084	\$	54,453	\$	62,601	\$	91,360
Materials & Services		50,252		39,412		39,770		39,770
Capital Assets		-		-		-		-
Allocations		-		-		11,190		15,682
<b>Subtotal District Maint (4145)</b>	<b>\$</b>	<b>105,336</b>	<b>\$</b>	<b>93,865</b>	<b>\$</b>	<b>113,561</b>	<b>\$</b>	<b>146,812</b>
Personnel Services	\$	-	\$	-	\$	-	\$	-
Materials & Services		-		-		5,000		5,000
Capital Assets		-		-		-		-
Allocations		-		-		-		-
<b>Subtotal NPDES (4189)</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>5,000</b>	<b>\$</b>	<b>5,000</b>
Personnel Services	\$	-	\$	-	\$	-	\$	-
Materials & Services		-		-		-		-
Capital Assets		-		-		-		15,000
Allocations		-		-		-		-
<b>Subtotal General (7003)</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>15,000</b>
Personnel Services	\$	-	\$	-	\$	-	\$	-
Materials & Services		-		-		-		-
Capital Assets		1,126		-		50,000		-
Allocations		-		-		-		-
<b>Subtotal Parks (7004)</b>	<b>\$</b>	<b>1,126</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>50,000</b>	<b>\$</b>	<b>-</b>
Transfer out	\$	10,200	\$	10,200	\$	10,200	\$	9,000
<b>Subtotal Transfer Out (9500)</b>	<b>\$</b>	<b>10,200</b>	<b>\$</b>	<b>10,200</b>	<b>\$</b>	<b>10,200</b>	<b>\$</b>	<b>9,000</b>
<b>Fund 182 Subtotal</b>	<b>\$</b>	<b>116,662</b>	<b>\$</b>	<b>104,065</b>	<b>\$</b>	<b>178,761</b>	<b>\$</b>	<b>175,812</b>
<b>183 - Coastal Sage and Srub CFD</b>								
Personnel Services	\$	22,011	\$	26,036	\$	26,465	\$	36,384
Materials & Services		-		50,256		75,624		75,624
Capital Assets		62,343		-		-		-
Allocations		-		-		2,910		11,175
<b>Subtotal District Maint (4145)</b>	<b>\$</b>	<b>84,354</b>	<b>\$</b>	<b>76,292</b>	<b>\$</b>	<b>104,999</b>	<b>\$</b>	<b>123,183</b>
Personnel Services	\$	-	\$	-	\$	-	\$	-
Materials & Services		-		-		8,000		8,000
Capital Assets		-		-		-		-
Allocations		-		-		-		-
<b>Subtotal NPDES (4189)</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>8,000</b>	<b>\$</b>	<b>8,000</b>
Personnel Services	\$	-	\$	-	\$	-	\$	-
Materials & Services		-		-		-		-
Capital Assets		-		-		-		5,000
Allocations		-		-		-		-
<b>Subtotal General (7003)</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>5,000</b>
<b>Fund 183 Subtotal</b>	<b>\$</b>	<b>84,354</b>	<b>\$</b>	<b>76,292</b>	<b>\$</b>	<b>112,999</b>	<b>\$</b>	<b>136,183</b>

## SCHEDULE OF EXPENDITURES BY DIVISION

	2013-14 ACTUAL EXPENSE	2014-15 ACTUAL EXPENSE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
<b>184 - Maintenance District #4</b>				
Personnel Services	\$ 133,349	\$ 141,466	\$ 158,766	\$ 208,794
Materials & Services	834,819	767,691	731,280	751,280
Capital Assets	-	-	-	-
Allocations	-	-	96,220	144,153
<b>Subtotal District Maint (4145)</b>	<b>\$ 968,168</b>	<b>\$ 909,157</b>	<b>\$ 986,266</b>	<b>\$ 1,104,227</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	75,000	75,000
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal NPDES (4189)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 75,000</b>	<b>\$ 75,000</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	-	-	55,000
Allocations	-	-	-	-
<b>Subtotal General (7003)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 55,000</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	75,429	2,975	300,000	-
Allocations	-	-	-	-
<b>Subtotal Parks (7004)</b>	<b>\$ 75,429</b>	<b>\$ 2,975</b>	<b>\$ 300,000</b>	<b>\$ -</b>
Transfer out	\$ 3,575	\$ 3,580	\$ 3,580	\$ -
<b>Subtotal Transfer Out (9500)</b>	<b>\$ 3,575</b>	<b>\$ 3,580</b>	<b>\$ 3,580</b>	<b>\$ -</b>
<b>Fund 184 Subtotal</b>	<b>\$ 1,047,172</b>	<b>\$ 915,712</b>	<b>\$ 1,364,846</b>	<b>\$ 1,234,227</b>
<b>186 - Maintenance District #6</b>				
Personnel Services	\$ 41,306	\$ 42,834	\$ 48,342	\$ 74,231
Materials & Services	82,992	86,313	87,100	103,100
Capital Assets	-	-	-	-
Allocations	-	-	14,540	15,768
<b>Subtotal District Maint (4145)</b>	<b>\$ 124,298</b>	<b>\$ 129,147</b>	<b>\$ 149,982</b>	<b>\$ 193,099</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	5,000	5,000
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal NPDES (4189)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	-	-	25,000
Allocations	-	-	-	-
<b>Subtotal General (7003)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,000</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	-	50,000	-
Allocations	-	-	-	-
<b>Subtotal Parks (7004)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ -</b>

## SCHEDULE OF EXPENDITURES BY DIVISION

		2013-14 ACTUAL EXPENSE		2014-15 ACTUAL EXPENSE		2015-16 ADOPTED BUDGET		2016-17 ADOPTED BUDGET
Transfer out	\$	3,575	\$	3,570	\$	3,570	\$	-
<b>Subtotal Transfer Out (9500)</b>	<b>\$</b>	<b>3,575</b>	<b>\$</b>	<b>3,570</b>	<b>\$</b>	<b>3,570</b>	<b>\$</b>	<b>-</b>
<b>Fund 186 Subtotal</b>	<b>\$</b>	<b>127,873</b>	<b>\$</b>	<b>132,717</b>	<b>\$</b>	<b>208,552</b>	<b>\$</b>	<b>223,099</b>
<b>187 - Maintenance District #7</b>								
Personnel Services	\$	41,309	\$	42,727	\$	49,020	\$	75,022
Materials & Services		89,031		78,555		92,040		96,605
Capital Assets		-		-		-		-
Allocations		-		-		15,100		23,367
<b>Subtotal District Maint (4145)</b>	<b>\$</b>	<b>130,340</b>	<b>\$</b>	<b>121,282</b>	<b>\$</b>	<b>156,160</b>	<b>\$</b>	<b>194,994</b>
Personnel Services	\$	-	\$	106	\$	-	\$	-
Materials & Services		-		-		-		-
Capital Assets		-		-		-		-
Allocations		-		-		-		-
<b>Subtotal Sewer Maint (4160)</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>106</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>
Personnel Services	\$	-	\$	-	\$	-	\$	-
Materials & Services		-		-		5,000		5,000
Capital Assets		-		-		-		-
Allocations		-		-		-		-
<b>Subtotal NPDES (4189)</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>5,000</b>	<b>\$</b>	<b>5,000</b>
Personnel Services	\$	-	\$	-	\$	-	\$	-
Materials & Services		-		-		-		-
Capital Assets		-		-		-		30,000
Allocations		-		-		-		-
<b>Subtotal General (7003)</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>30,000</b>
Personnel Services	\$	-	\$	-	\$	-	\$	-
Materials & Services		-		-		-		-
Capital Assets		818		-		50,000		-
Allocations		-		-		-		-
<b>Subtotal Parks (7004)</b>	<b>\$</b>	<b>818</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>50,000</b>	<b>\$</b>	<b>-</b>
Transfer out	\$	3,575	\$	3,580	\$	3,580	\$	-
<b>Subtotal Transfer Out (9500)</b>	<b>\$</b>	<b>3,575</b>	<b>\$</b>	<b>3,580</b>	<b>\$</b>	<b>3,580</b>	<b>\$</b>	<b>-</b>
<b>Fund 187 Subtotal</b>	<b>\$</b>	<b>134,733</b>	<b>\$</b>	<b>124,968</b>	<b>\$</b>	<b>214,740</b>	<b>\$</b>	<b>229,994</b>
<b>188 - Citywide Maintenance District</b>								
Personnel Services	\$	-	\$	-	\$	-	\$	-
Materials & Services		-		-		-		21,665
Capital Assets		-		-		-		-
Allocations		-		-		-		-
<b>Subtotal Information Systems (1340)</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>21,665</b>
Personnel Services	\$	18,224	\$	19,403	\$	19,877	\$	21,888
Materials & Services		4,921		8,287		4,755		4,755
Capital Assets		-		-		-		-
Allocations		-		-		2,590		68,643
<b>Subtotal District Engineering (4133)</b>	<b>\$</b>	<b>23,145</b>	<b>\$</b>	<b>27,690</b>	<b>\$</b>	<b>27,222</b>	<b>\$</b>	<b>95,286</b>

## SCHEDULE OF EXPENDITURES BY DIVISION

		2013-14 ACTUAL EXPENSE		2014-15 ACTUAL EXPENSE		2015-16 ADOPTED BUDGET		2016-17 ADOPTED BUDGET
Personnel Services	\$	28,254	\$	71,278	\$	78,186	\$	36,412
Materials & Services		164,839		174,528		267,160		267,610
Capital Assets		-		-		-		-
Allocations		-		-		38,580		11,614
<b>Subtotal Landscape Maint (4141)</b>	<b>\$</b>	<b>193,093</b>	<b>\$</b>	<b>245,806</b>	<b>\$</b>	<b>383,926</b>	<b>\$</b>	<b>315,636</b>
Personnel Services	\$	26,885	\$	27,164	\$	28,699	\$	30,352
Materials & Services		1,063,905		1,101,449		976,850		977,000
Capital Assets		-		-		-		-
Allocations		-		-		111,310		61,583
<b>Subtotal Street Lighting (4152)</b>	<b>\$</b>	<b>1,090,790</b>	<b>\$</b>	<b>1,128,613</b>	<b>\$</b>	<b>1,116,859</b>	<b>\$</b>	<b>1,068,935</b>
Personnel Services	\$	-	\$	-	\$	-	\$	-
Materials & Services		-		-		-		-
Capital Assets		-		-		-		15,000
Allocations		-		-		-		-
<b>Subtotal General (7003)</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>15,000</b>
<b>Fund 188 Subtotal</b>	<b>\$</b>	<b>1,307,028</b>	<b>\$</b>	<b>1,402,109</b>	<b>\$</b>	<b>1,528,007</b>	<b>\$</b>	<b>1,516,522</b>
<b>189 - Sewer Maintenance</b>								
Personnel Services	\$	-	\$	12,529	\$	27,867	\$	30,273
Materials & Services		-		-		-		-
Capital Assets		-		-		-		-
Allocations		-		-		-		-
<b>Subtotal Community Enhancement (3125)</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>12,529</b>	<b>\$</b>	<b>27,867</b>	<b>\$</b>	<b>30,273</b>
Personnel Services	\$	327,772	\$	276,747	\$	348,701	\$	324,330
Materials & Services		105,928		136,230		73,430		65,430
Capital Assets		-		-		-		-
Allocations		-		-		50,580		137,802
<b>Subtotal District Engineering (4133)</b>	<b>\$</b>	<b>433,700</b>	<b>\$</b>	<b>412,977</b>	<b>\$</b>	<b>472,711</b>	<b>\$</b>	<b>527,562</b>
Personnel Services	\$	-	\$	-	\$	-	\$	-
Materials & Services		637,280		651,222		-		-
Capital Assets		-		-		-		-
Allocations		-		-		62,520		-
<b>Subtotal Street Maint (4151)</b>	<b>\$</b>	<b>637,280</b>	<b>\$</b>	<b>651,222</b>	<b>\$</b>	<b>62,520</b>	<b>\$</b>	<b>-</b>
Personnel Services	\$	936,984	\$	791,333	\$	978,711	\$	1,012,229
Materials & Services		339,509		354,978		141,880		148,170
Capital Assets		2,500		-		-		-
Allocations		-		-		280,960		180,142
<b>Subtotal Sewer Maint (4160)</b>	<b>\$</b>	<b>1,278,993</b>	<b>\$</b>	<b>1,146,311</b>	<b>\$</b>	<b>1,401,551</b>	<b>\$</b>	<b>1,340,541</b>
Personnel Services	\$	-	\$	-	\$	-	\$	-
Materials & Services		-		-		20,000		20,000
Capital Assets		-		-		-		-
Allocations		-		-		-		-
<b>Subtotal NPDES (4189)</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>20,000</b>	<b>\$</b>	<b>20,000</b>
Personnel Services	\$	-	\$	-	\$	-	\$	-
Materials & Services		-		-		-		-
Capital Assets		-		3,307		-		25,000
Allocations		-		-		-		-
<b>Subtotal General (7003)</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>3,307</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>25,000</b>



## SCHEDULE OF EXPENDITURES BY DIVISION

	2013-14 ACTUAL EXPENSE	2014-15 ACTUAL EXPENSE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	44,620	-	-	-
Allocations	-	-	-	-
<b>Subtotal Streets (7005)</b>	<b>\$ 44,620</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	-	610,000	400,000
Allocations	-	-	-	-
<b>Subtotal Utilities (7007)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 610,000</b>	<b>\$ 400,000</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	54,346	60,000	114,000
Allocations	-	-	-	-
<b>Subtotal Vehicles (7008)</b>	<b>\$ -</b>	<b>\$ 54,346</b>	<b>\$ 60,000</b>	<b>\$ 114,000</b>
Transfer out	\$ 50,000	\$ 50,000	\$ 25,000	\$ -
<b>Subtotal Transfer Out (9500)</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 25,000</b>	<b>\$ -</b>
<b>Fund 189 Subtotal</b>	<b>\$ 2,444,593</b>	<b>\$ 2,330,692</b>	<b>\$ 2,679,649</b>	<b>\$ 2,457,376</b>
<b>190 - Business Improvement District</b>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	46,818	46,869	40,700	117,284
Capital Assets	-	-	-	-
Allocations	-	-	6,190	-
<b>Subtotal Business Improvement Dist (2231)</b>	<b>\$ 46,818</b>	<b>\$ 46,869</b>	<b>\$ 46,890</b>	<b>\$ 117,284</b>
<b>Fund 190 Subtotal</b>	<b>\$ 46,818</b>	<b>\$ 46,869</b>	<b>\$ 46,890</b>	<b>\$ 117,284</b>
<b>205 - PEG Fund</b>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	875	7,000	-	-
Capital Assets	11,818	-	10,000	-
Allocations	-	-	-	-
<b>Subtotal Community Information (1130)</b>	<b>\$ 12,693</b>	<b>\$ 7,000</b>	<b>\$ 10,000</b>	<b>\$ -</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	-	-	266,627
Allocations	-	-	-	-
<b>Subtotal Buildings (7001)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 266,627</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	14	-	-	-
Allocations	-	-	-	-
<b>Subtotal General (7003)</b>	<b>\$ 14</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Fund 205 Subtotal</b>	<b>\$ 12,707</b>	<b>\$ 7,000</b>	<b>\$ 10,000</b>	<b>\$ 266,627</b>

## SCHEDULE OF EXPENDITURES BY DIVISION

	2013-14 ACTUAL EXPENSE	2014-15 ACTUAL EXPENSE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
<b>210 - LA County Grant - 1st District</b>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	1,911	-	-
Capital Assets	255	-	-	-
Allocations	-	33,500	-	-
<b>Subtotal Parks (7004)</b>	<b>\$ 255</b>	<b>\$ 35,411</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Fund 210 Subtotal</b>	<b>\$ 255</b>	<b>\$ 35,411</b>	<b>\$ -</b>	<b>\$ -</b>
<b>212 - Art in Public Places</b>				
Personnel Services	\$ 1,613	\$ 1,649	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Public Arts Commission (2102)</b>	<b>\$ 1,613</b>	<b>\$ 1,649</b>	<b>\$ -</b>	<b>\$ -</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	2,931	-	8,000	8,000
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Planning (2110)</b>	<b>\$ 2,931</b>	<b>\$ -</b>	<b>\$ 8,000</b>	<b>\$ 8,000</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	3,600	-	-
Allocations	-	-	-	-
<b>Subtotal General (7003)</b>	<b>\$ -</b>	<b>\$ 3,600</b>	<b>\$ -</b>	<b>\$ -</b>
Transfer out	\$ 10,000	\$ -	\$ -	\$ -
<b>Subtotal Transfer Out (9500)</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Fund 212 Subtotal</b>	<b>\$ 14,544</b>	<b>\$ 5,249</b>	<b>\$ 8,000</b>	<b>\$ 8,000</b>
<b>215 - N Azusa Relinquishment</b>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	150,925	-	-	-
Allocations	-	-	-	-
<b>Subtotal Streets (7005)</b>	<b>\$ 150,925</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Fund 215 Subtotal</b>	<b>\$ 150,925</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>220 - WC Community Svcs Foundation</b>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	545	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal City Manager (1120)</b>	<b>\$ 545</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Personnel Services	\$ -	\$ 1,807	\$ -	\$ -
Materials & Services	-	1,180	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Finance Admin (1310)</b>	<b>\$ -</b>	<b>\$ 2,987</b>	<b>\$ -</b>	<b>\$ -</b>

## SCHEDULE OF EXPENDITURES BY DIVISION

	2013-14 ACTUAL EXPENSE	2014-15 ACTUAL EXPENSE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	3,839	15,465	-	-
Capital Assets	50,000	-	-	-
Allocations	-	-	-	-
<b>Subtotal Police Admin (3110)</b>	<b>\$ 53,839</b>	<b>\$ 15,465</b>	<b>\$ -</b>	<b>\$ -</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	214	266	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Youth Council (5103)</b>	<b>\$ 214</b>	<b>\$ 266</b>	<b>\$ -</b>	<b>\$ -</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	2,488	940	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Comm Svcs Admin (5110)</b>	<b>\$ 2,488</b>	<b>\$ 940</b>	<b>\$ -</b>	<b>\$ -</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	60,405	73,268	50,000	50,000
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Special Events (5150)</b>	<b>\$ 60,405</b>	<b>\$ 73,268</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	4,892	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Shadow Oak Comm Center (5170)</b>	<b>\$ -</b>	<b>\$ 4,892</b>	<b>\$ -</b>	<b>\$ -</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	4,029	3,413	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Senior Citizen Center (5180)</b>	<b>\$ 4,029</b>	<b>\$ 3,413</b>	<b>\$ -</b>	<b>\$ -</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	1,229	-	-
Allocations	-	-	-	-
<b>Subtotal Parks (7004)</b>	<b>\$ -</b>	<b>\$ 1,229</b>	<b>\$ -</b>	<b>\$ -</b>
Transfer out	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
<b>Subtotal Transfer Out (9500)</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>
<b>Fund 220 Subtotal</b>	<b>\$ 171,520</b>	<b>\$ 152,460</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>
<b>221 - Police Private Grants</b>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	1,000	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Police Admin (3110)</b>	<b>\$ -</b>	<b>\$ 1,000</b>	<b>\$ -</b>	<b>\$ -</b>

## SCHEDULE OF EXPENDITURES BY DIVISION

		2013-14 ACTUAL EXPENSE		2014-15 ACTUAL EXPENSE		2015-16 ADOPTED BUDGET		2016-17 ADOPTED BUDGET
Personnel Services	\$	-	\$	-	\$	-	\$	-
Materials & Services		2,234		-		-		-
Capital Assets		-		-		-		-
Allocations		-		-		-		-
<b>Subtotal Police (3111)</b>	<b>\$</b>	<b>2,234</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>
Personnel Services	\$	3,426	\$	1,500	\$	-	\$	-
Materials & Services		-		566		-		-
Capital Assets		-		-		-		-
Allocations		-		-		-		-
<b>Subtotal Police (3113)</b>	<b>\$</b>	<b>3,426</b>	<b>\$</b>	<b>2,066</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>
Personnel Services	\$	-	\$	-	\$	-	\$	-
Materials & Services		423		-		-		-
Capital Assets		-		-		-		-
Allocations		-		-		-		-
<b>Subtotal Police (3114)</b>	<b>\$</b>	<b>423</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>
Personnel Services	\$	-	\$	-	\$	-	\$	-
Materials & Services		129		-		-		-
Capital Assets		-		-		-		-
Allocations		-		-		-		-
<b>Subtotal Investigations (3130)</b>	<b>\$</b>	<b>129</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>
<b>Fund 221 Subtotal</b>	<b>\$</b>	<b>6,212</b>	<b>\$</b>	<b>3,066</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>
<b>224 - Measure R</b>								
Personnel Services	\$	86,224	\$	86,056	\$	74,511	\$	58,415
Materials & Services		36,126		45,767		5,000		5,000
Capital Assets		-		-		-		-
Allocations		-		-		44,640		20,476
<b>Subtotal Program Admin (5120)</b>	<b>\$</b>	<b>122,350</b>	<b>\$</b>	<b>131,823</b>	<b>\$</b>	<b>124,151</b>	<b>\$</b>	<b>83,891</b>
Personnel Services	\$	-	\$	-	\$	-	\$	-
Materials & Services		255,597		219,110		285,000		260,000
Capital Assets		-		-		-		-
Allocations		-		-		-		-
<b>Subtotal Corridor Shuttle (Fixed Route) (5142)</b>	<b>\$</b>	<b>255,597</b>	<b>\$</b>	<b>219,110</b>	<b>\$</b>	<b>285,000</b>	<b>\$</b>	<b>260,000</b>
Personnel Services	\$	-	\$	-	\$	-	\$	-
Materials & Services		240,121		257,409		250,000		145,000
Capital Assets		-		-		-		-
Allocations		-		-		-		-
<b>Subtotal Dial-A-Ride (5143)</b>	<b>\$</b>	<b>240,121</b>	<b>\$</b>	<b>257,409</b>	<b>\$</b>	<b>250,000</b>	<b>\$</b>	<b>145,000</b>
Personnel Services	\$	19,323	\$	-	\$	-	\$	-
Materials & Services		-		-		200,000		-
Capital Assets		939,589		340,019		-		725,000
Allocations		-		-		-		-
<b>Subtotal Streets (7005)</b>	<b>\$</b>	<b>958,912</b>	<b>\$</b>	<b>340,019</b>	<b>\$</b>	<b>200,000</b>	<b>\$</b>	<b>725,000</b>
Personnel Services	\$	-	\$	-	\$	-	\$	-
Materials & Services		-		-		-		-
Capital Assets		-		-		-		110,000
Allocations		-		-		-		-
<b>Subtotal Traffic (7006)</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>110,000</b>
<b>Fund 224 Subtotal</b>	<b>\$</b>	<b>1,576,980</b>	<b>\$</b>	<b>948,361</b>	<b>\$</b>	<b>859,151</b>	<b>\$</b>	<b>1,323,891</b>

## SCHEDULE OF EXPENDITURES BY DIVISION

	2013-14 ACTUAL EXPENSE	2014-15 ACTUAL EXPENSE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
<b>226 - ARRA - Stimulus Projects</b>				
Personnel Services	\$ 4,586	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	1,131	-	-	-
Allocations	-	-	-	-
<b>Subtotal Buildings (7001)</b>	<b>\$ 5,717</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Fund 226 Subtotal</b>	<b>\$ 5,717</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>227 - Homeland Security Grant</b>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	150,000	-	-
Allocations	-	-	-	-
<b>Subtotal Police Admin (3110)</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>
Personnel Services	\$ -	\$ 12,934	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal 2013 State Homeland Security Grant - Fire (3214)</b>	<b>\$ -</b>	<b>\$ 12,934</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Fund 227 Subtotal</b>	<b>\$ -</b>	<b>\$ 162,934</b>	<b>\$ -</b>	<b>\$ -</b>
<b>228 - Recovery Byrne Grant</b>				
Personnel Services	\$ 12,080	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Dispatch (3116)</b>	<b>\$ 12,080</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Personnel Services	\$ -	\$ 148	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal General (7003)</b>	<b>\$ -</b>	<b>\$ 148</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Fund 228 Subtotal</b>	<b>\$ 12,080</b>	<b>\$ 148</b>	<b>\$ -</b>	<b>\$ -</b>
<b>230 - Energy Efficiency Grant</b>				
Personnel Services	\$ 3,828	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	855	-	-	-
Allocations	-	-	-	-
<b>Subtotal General (7003)</b>	<b>\$ 4,683</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Fund 230 Subtotal</b>	<b>\$ 4,683</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## SCHEDULE OF EXPENDITURES BY DIVISION

	2013-14 ACTUAL EXPENSE	2014-15 ACTUAL EXPENSE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
<b>231 - Advanced Traffic Mgt System</b>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	69,139	22,197	-	-
Allocations	-	-	-	-
<b>Subtotal Traffic (7006)</b>	<b>\$ 69,139</b>	<b>\$ 22,197</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Fund 231 Subtotal</b>	<b>\$ 69,139</b>	<b>\$ 22,197</b>	<b>\$ -</b>	<b>\$ -</b>
<b>232 - Non-Federal Grants</b>				
Personnel Services	\$ 4,491	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	65,509	-	-	-
Allocations	-	-	-	-
<b>Subtotal Streets (7005)</b>	<b>\$ 70,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Fund 232 Subtotal</b>	<b>\$ 70,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>300 - Debt Services - City</b>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	6,245,607	3,152,793	3,522,494	9,528,814
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Debt Service (9000)</b>	<b>\$ 6,245,607</b>	<b>\$ 3,152,793</b>	<b>\$ 3,522,494</b>	<b>\$ 9,528,814</b>
Transfer out	\$ -	\$ -	\$ -	\$ 1,200,000
<b>Subtotal Transfer Out (9500)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,200,000</b>
<b>Fund 300 Subtotal</b>	<b>\$ 6,245,607</b>	<b>\$ 3,152,793</b>	<b>\$ 3,522,494</b>	<b>\$ 10,728,814</b>
<b>361 - General and Auto Liability</b>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	5,061	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal City Manager (1120)</b>	<b>\$ 5,061</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	(16,173)	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Risk Mgmt (1510)</b>	<b>\$ -</b>	<b>\$ (16,173)</b>	<b>\$ -</b>	<b>\$ -</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	(837,062)	1,998,798	1,226,540	1,667,439
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Self Insurance (1520)</b>	<b>\$ (837,062)</b>	<b>\$ 1,998,798</b>	<b>\$ 1,226,540</b>	<b>\$ 1,667,439</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	310,981	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Police Admin (3110)</b>	<b>\$ 310,981</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## SCHEDULE OF EXPENDITURES BY DIVISION

	2013-14 ACTUAL EXPENSE	2014-15 ACTUAL EXPENSE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	6,903	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Fire (3210)</b>	<b>\$ 6,903</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	15,368	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Public Works (4110)</b>	<b>\$ 15,368</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Fund 361 Subtotal</b>	<b>\$ (498,749)</b>	<b>\$ 1,982,625</b>	<b>\$ 1,226,540</b>	<b>\$ 1,667,439</b>
<b>363 - Workers' Compensation</b>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	46,061	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal City Manager (1120)</b>	<b>\$ 46,061</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	927	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Finance Administration (1310)</b>	<b>\$ 927</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	6,501	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Human Resources (1410)</b>	<b>\$ 6,501</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Personnel Services	\$ 155,910	\$ 21,773	\$ 170,934	\$ -
Materials & Services	63,532	5,782	76,000	1,306,327
Capital Assets	-	-	-	-
Allocations	-	-	5,080	-
<b>Subtotal Risk Mgmt (1510)</b>	<b>\$ 219,442</b>	<b>\$ 27,555</b>	<b>\$ 252,014</b>	<b>\$ 1,306,327</b>
Personnel Services	\$ -	\$ 3,483	\$ -	\$ -
Materials & Services	442,541	1,554,271	1,134,350	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Self Insurance (1520)</b>	<b>\$ 442,541</b>	<b>\$ 1,557,754</b>	<b>\$ 1,134,350</b>	<b>\$ -</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	1,036	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Planning (2110)</b>	<b>\$ 1,036</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	504,909	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Police Admin (3110)</b>	<b>\$ 504,909</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## SCHEDULE OF EXPENDITURES BY DIVISION

	2013-14 ACTUAL EXPENSE	2014-15 ACTUAL EXPENSE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	341,835	(1,531)	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Fire (3210)</b>	<b>\$ 341,835</b>	<b>\$ (1,531)</b>	<b>\$ -</b>	<b>\$ -</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	62,720	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Public Works (4110)</b>	<b>\$ 62,720</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	34,370	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Comm Svcs Admin (5110)</b>	<b>\$ 34,370</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Fund 363 Subtotal</b>	<b>\$ 1,660,342</b>	<b>\$ 1,583,778</b>	<b>\$ 1,386,364</b>	<b>\$ 1,306,327</b>
<b>365 - Fleet Management</b>				
Personnel Services	\$ 477,922	\$ 389,845	\$ 498,752	\$ 603,910
Materials & Services	1,233,748	1,064,850	1,081,370	978,700
Capital Assets	-	-	-	-
Allocations	-	-	40,180	-
<b>Subtotal Fleet Maint (4170)</b>	<b>\$ 1,711,670</b>	<b>\$ 1,454,695</b>	<b>\$ 1,620,302</b>	<b>\$ 1,582,610</b>
<b>Fund 365 Subtotal</b>	<b>\$ 1,711,670</b>	<b>\$ 1,454,695</b>	<b>\$ 1,620,302</b>	<b>\$ 1,582,610</b>
<b>367 - Vehicle Maintenance</b>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	104,927	-	-
Allocations	-	-	-	-
<b>Subtotal Patrol (3120)</b>	<b>\$ -</b>	<b>\$ 104,927</b>	<b>\$ -</b>	<b>\$ -</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	60,077	12,608	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Fleet Maint (4170)</b>	<b>\$ 60,077</b>	<b>\$ 12,608</b>	<b>\$ -</b>	<b>\$ -</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	141	-	93,146	-
Allocations	-	-	-	-
<b>Subtotal Vehicles (7008)</b>	<b>\$ 141</b>	<b>\$ -</b>	<b>\$ 93,146</b>	<b>\$ -</b>
<b>Fund 367 Subtotal</b>	<b>\$ 60,218</b>	<b>\$ 117,535</b>	<b>\$ 93,146</b>	<b>\$ -</b>



## SCHEDULE OF EXPENDITURES BY DIVISION

	2013-14 ACTUAL EXPENSE	2014-15 ACTUAL EXPENSE	2015-16 ADOPTED BUDGET	2016-17 ADOPTED BUDGET
<b>368 - Retiree Lump Sum Benefits</b>				
Personnel Services	\$ 88,016	\$ 47,192	\$ -	\$ 120,000
Materials & Services	-	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Central Services (1350)</b>	<b>\$ 88,016</b>	<b>\$ 47,192</b>	<b>\$ -</b>	<b>\$ 120,000</b>
<b>Fund 368 Subtotal</b>	<b>\$ 88,016</b>	<b>\$ 47,192</b>	<b>\$ -</b>	<b>\$ 120,000</b>
<b>375 - Police Enterprise</b>				
Personnel Services	\$ 917,474	\$ 1,075,256	\$ 1,227,733	\$ 1,280,689
Materials & Services	327,046	331,240	337,030	201,100
Capital Assets	-	-	25,000	15,000
Allocations	39,900	21,270	-	85,507
<b>Subtotal West Covina Service Group (3119)</b>	<b>\$ 1,284,420</b>	<b>\$ 1,427,766</b>	<b>\$ 1,589,763</b>	<b>\$ 1,582,296</b>
Transfer out	\$ 101,775	\$ 101,775	\$ 101,775	\$ -
<b>Subtotal Transfer Out (9500)</b>	<b>\$ 101,775</b>	<b>\$ 101,775</b>	<b>\$ 101,775</b>	<b>\$ -</b>
<b>Fund 375 Subtotal</b>	<b>\$ 1,386,195</b>	<b>\$ 1,529,541</b>	<b>\$ 1,691,538</b>	<b>\$ 1,582,296</b>
<b>810 - RDA Obligation Retirement Fund</b>				
Personnel Services	\$ -	\$ 116,118	\$ -	\$ 130,974
Materials & Services	1,393,975	860,476	1,394,711	1,223,316
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Redevelopment Administration (2210)</b>	<b>\$ 1,393,975</b>	<b>\$ 976,594</b>	<b>\$ 1,394,711</b>	<b>\$ 1,354,290</b>
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	5,375,504	3,803,845	4,880,311	6,280,508
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Debt Service (9000)</b>	<b>\$ 5,375,504</b>	<b>\$ 3,803,845</b>	<b>\$ 4,880,311</b>	<b>\$ 6,280,508</b>
Transfer out	\$ 1,135,200	\$ 1,143,570	\$ 250,000	\$ 1,470,666
<b>Subtotal Transfer Out (9500)</b>	<b>\$ 1,135,200</b>	<b>\$ 1,143,570</b>	<b>\$ 250,000</b>	<b>\$ 1,470,666</b>
<b>Fund 810 Subtotal</b>	<b>\$ 7,904,679</b>	<b>\$ 5,924,009</b>	<b>\$ 6,525,022</b>	<b>\$ 9,105,464</b>
<b>815 - SA Admin</b>				
Personnel Services	\$ 241,016	\$ 220,562	\$ 242,021	\$ 91,281
Materials & Services	197,098	85,534	62,400	58,800
Capital Assets	-	-	-	-
Allocations	-	-	8,929	99,919
<b>Subtotal Redevelopment Administration (2210)</b>	<b>\$ 438,114</b>	<b>\$ 306,096</b>	<b>\$ 313,350</b>	<b>\$ 250,000</b>
<b>Fund 815 Subtotal</b>	<b>\$ 438,114</b>	<b>\$ 306,096</b>	<b>\$ 313,350</b>	<b>\$ 250,000</b>
<b>820 - Accessor Housing Agency</b>				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	4,000	1,000	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
<b>Subtotal Program Administration (2130)</b>	<b>\$ 4,000</b>	<b>\$ 1,000</b>	<b>\$ -</b>	<b>\$ -</b>

## SCHEDULE OF EXPENDITURES BY DIVISION

		2013-14 ACTUAL EXPENSE		2014-15 ACTUAL EXPENSE		2015-16 ADOPTED BUDGET		2016-17 ADOPTED BUDGET
Personnel Services	\$	486,476	\$	609,420	\$	514,942	\$	339,208
Materials & Services		158,484		142,505		40,625		46,295
Capital Assets		-		-		-		-
Allocations		-		-		10,680		34,706
<b>Subtotal Redevelopment Administration (2210)</b>	<b>\$</b>	<b>644,960</b>	<b>\$</b>	<b>751,925</b>	<b>\$</b>	<b>566,247</b>	<b>\$</b>	<b>420,209</b>
Personnel Services	\$	-	\$	-	\$	-	\$	-
Materials & Services		6,613		22,126		206,780		206,780
Capital Assets		-		-		-		-
Allocations		-		-		-		-
<b>Subtotal Housing Preservation Program (2240)</b>	<b>\$</b>	<b>6,613</b>	<b>\$</b>	<b>22,126</b>	<b>\$</b>	<b>206,780</b>	<b>\$</b>	<b>206,780</b>
Personnel Services	\$	-	\$	-	\$	-	\$	-
Materials & Services		4,876		4,288		4,030		4,030
Capital Assets		-		-		-		-
Allocations		-		-		-		-
<b>Subtotal First Time Homebuyer Program (2241)</b>	<b>\$</b>	<b>4,876</b>	<b>\$</b>	<b>4,288</b>	<b>\$</b>	<b>4,030</b>	<b>\$</b>	<b>4,030</b>
Personnel Services	\$	-	\$	-	\$	-	\$	-
Materials & Services		-		-		-		100,000
Capital Assets		-		-		-		-
Allocations		-		-		-		-
<b>Subtotal Rapid Rehousing/Homeless Prgm (2255)</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>100,000</b>
<b>Fund 820 Subtotal</b>	<b>\$</b>	<b>660,449</b>	<b>\$</b>	<b>779,339</b>	<b>\$</b>	<b>777,057</b>	<b>\$</b>	<b>731,019</b>
<b>853 - CFD Debt Service</b>								
Personnel Services	\$	-	\$	-	\$	-	\$	-
Materials & Services		-		25,000		-		-
Capital Assets		-		-		-		-
Allocations		-		-		-		-
<b>Subtotal Redevelopment Administration (2210)</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>25,000</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>
Personnel Services	\$	-	\$	-	\$	-	\$	-
Materials & Services		4,711,639		7,218,380		4,933,450		5,307,900
Capital Assets		-		-		-		-
Allocations		-		-		-		-
<b>Subtotal Debt Service (9000)</b>	<b>\$</b>	<b>4,711,639</b>	<b>\$</b>	<b>7,218,380</b>	<b>\$</b>	<b>4,933,450</b>	<b>\$</b>	<b>5,307,900</b>
<b>Fund 853 Subtotal</b>	<b>\$</b>	<b>4,711,639</b>	<b>\$</b>	<b>7,243,380</b>	<b>\$</b>	<b>4,933,450</b>	<b>\$</b>	<b>5,307,900</b>
<b>GRAND TOTAL</b>	<b>\$</b>	<b>100,140,963</b>	<b>\$</b>	<b>98,856,953</b>	<b>\$</b>	<b>101,943,860</b>	<b>\$</b>	<b>114,843,618</b>

## SUMMARY OF OPERATING TRANSFERS

Fund No.	Fund Name	Transfers Out	Transfers In
110	General Fund	6,715	
159	Summer Meals Program Transfer to help fund the summer meals program.		6,715
110	General Fund	380,000	
160	City Capital Projects Fund Transfer to fund various capital projects.		380,000
110	General Fund	922,098	
300	Debt Service - City Transfer for debt service.		922,098
110	General Fund	578,918	
300	Debt Service - City Transfer for LA County Auditor Controller Payment.		578,918
153	Public Safety Augmentation	725,000	
110	General Fund Transfer funding for front-line public safety.		725,000
182	Maintenance District #2	9,000	
184	Maintenance District #4 Reimburse Fund 184 for shared services.		9,000
220	WC Community Services Foundation	50,000	
110	General Fund Transfer Athens donation for SWAT.		50,000
300	Debt Service - City	1,200,000	
162	Information Technology Fund Transfer for IT Master Plan.		1,200,000
810	Redevelopment Obligation Retirement Fund	1,220,666	
300	Debt Service - City Reimburse for Debt Service - BLD Bonds.		1,220,666
810	Redevelopment Obligation Retirement Fund	250,000	
815	Successor Agency Administration For Successor Agency Administration costs.		250,000
<b>Total</b>		<b>\$ 5,342,397</b>	<b>\$ 5,342,397</b>

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# City Council & City Manager

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## CITY COUNCIL

**MISSION STATEMENT:** To provide policy leadership for the community and administration on all issues that affect the health, safety, and welfare for the City of West Covina.

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**T**he West Covina City Council is the governing body with the authority to adopt and enforce municipal laws and regulations. Members are elected at-large to serve a four-year term. They consist of five City Council Members, which includes a Mayor who is appointed by the City Council to serve a one-year term. The appointment is made on a rotating basis, based on seniority. There are no term limits for Council Members. City Council appoints members of the community to serve on the City's various boards and commissions to ensure that a wide cross-section of the community is represented in City government.

The City Council also appoints the City Manager and City Attorney. The City Manager is the Chief Administrative Officer and is responsible for the operations of the City. The City Attorney serves as the City's chief legal officer.

The City Council also serves as the Board to the Successor Agency of the former West Covina Redevelopment Agency.

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# City Council & City Manager

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## CITY MANAGER'S OFFICE

**MISSION STATEMENT:** To provide administrative leadership and management for the daily operations of the City government under the direction of the City Council.

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### Office of the City Manager

The City Manager's Office oversees the daily operations of the City of West Covina and coordinates the operations of the various City Departments.

The City Manager is appointed by the City Council and serves as the administrative head of the City and the key staff advisor to the City Council. His/Her responsibilities are to implement policies as directed by the City Council and to enforce all municipal laws and regulations for the benefit of the community. His/Her duties are to direct and supervise the departments, prepare and administer the annual City budget, and plan and implement key projects.

The City Manager's Office provides increased transparency and information of the activities and operation of the City of West Covina, the City's website, through the *Discover West Covina* Newsletter, mobile phone application, social media, press releases to local media outlets, and through programming on the City's local community cable television Channel 3 (WCCT).

The City Manager's Office also provides oversight to special projects directed by the City Council including: negotiation of lease agreements to generate revenues from the use of public property; Community events (i.e. Community Services Volunteer Day, Veterans Memorial Dedication, etc.); outreach to local non-profit organizations; and Sister City relationships.

### Community & Economic Development (CED) Division

With the elimination of redevelopment by the State of California in 2011, the City of West Covina established the West Covina Successor Agency to unwind the operations of West Covina's former Redevelopment Agency.

The CED Division is tasked with the administrative duties of the Successor Agency; management of the City's affordable housing programs; and the promotion of economic development in the community.

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## City Council & City Manager

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The Successor Agency is charged with overseeing the winding down operations of the former redevelopment agency, including preparing the Recognized Obligations Payment Schedule (ROPS), developing and implementing the Long Range Property Management Plan (LRPMP), and completing contractual obligations. CED also oversees pending Successor Agency litigation, and is responsible for monitoring legislation affecting the Successor Agency and the Housing Successor Agency, and ensuring compliance.

In addition, the CED manages the administrative duties of the State formed Oversight Board, which regulates the actions of the Successor Agency.

CED is responsible for the Housing Successor Agency, which assumed the housing obligations of the former Redevelopment Agency. CED monitors the housing compliance of six affordability agreements consisting of 420 units with long term affordability covenants, processes the loan repayments of former redevelopment housing loan programs, and is responsible for overseeing the disposition of Low and Moderate Income Housing funds for the development of affordable housing for West Covina residents.

The CED is responsible for the City's economic development programs and activities through a proactive marketing campaign that aggressively markets West Covina opportunities to over 1,800 prospective tenants, and promotes West Covina as a "Business Friendly City".

CED provides entitlement assistance to the business community and coordinates the City's Economic Development Team. The team is comprised of staff from Planning, Building, Engineering, Fire, and Police that works collaboratively to facilitate the development projects.

CED staff serves as the business concierge for the business community. In addition, CED works collaboratively with the Greater West Covina Business Association (GWC) in joining efforts to better serve the local business community. CED has also partnered with SCORE to bring free business resources to West Covina business community. SCORE offers consultations twice a month and monthly workshops at City Hall.

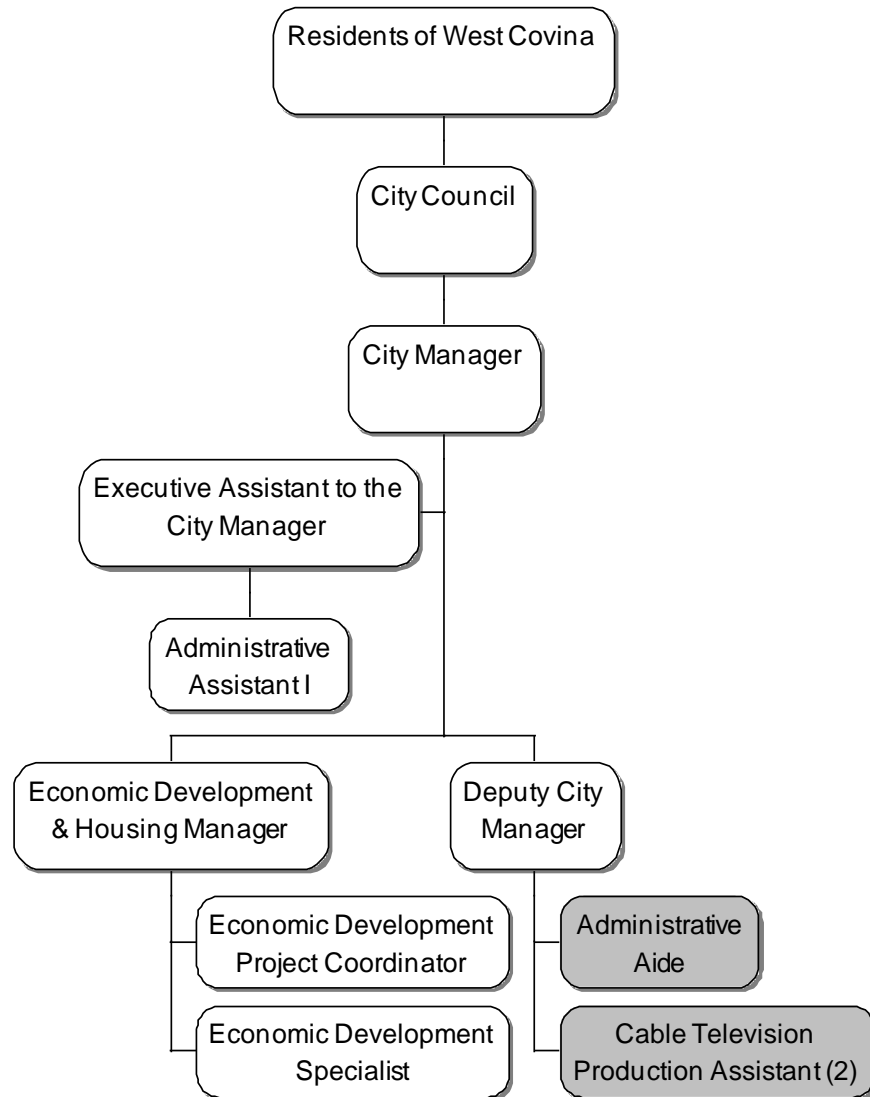
CED staff also manages the Auto Plaza Business Improvement District (BID).

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# City Council & City Manager

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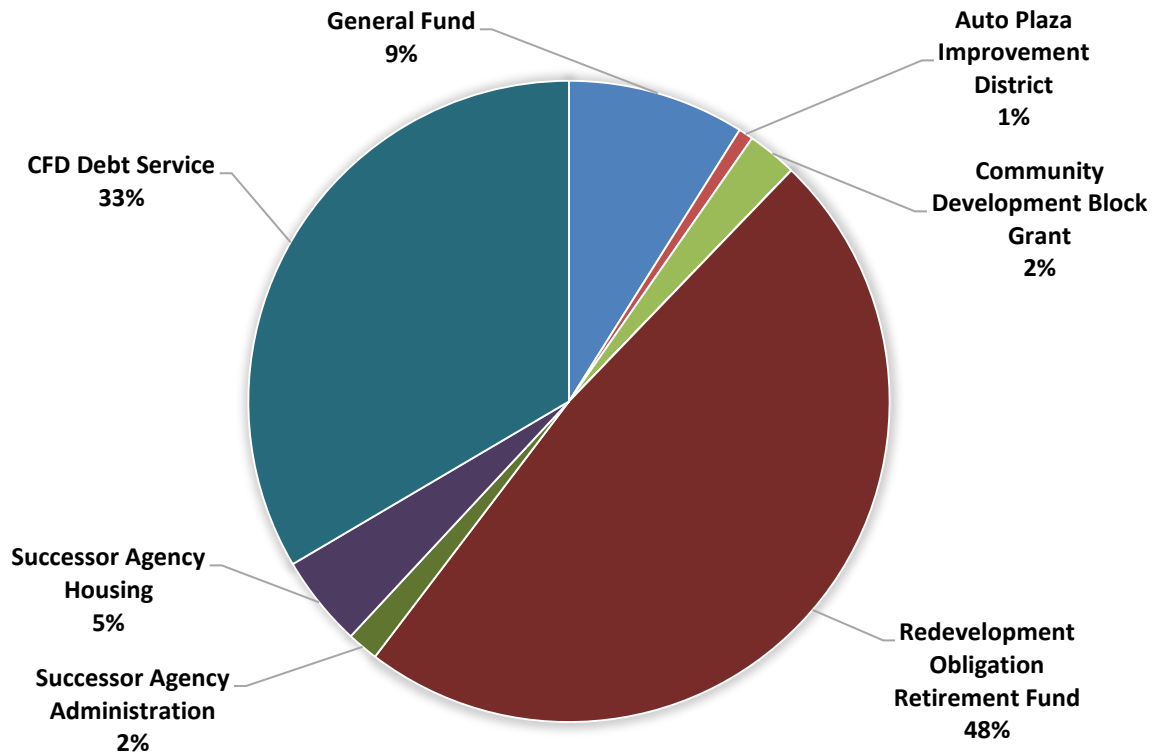
## Organizational Chart by Position



\*Shading denotes part time staff

# City Council & City Manager

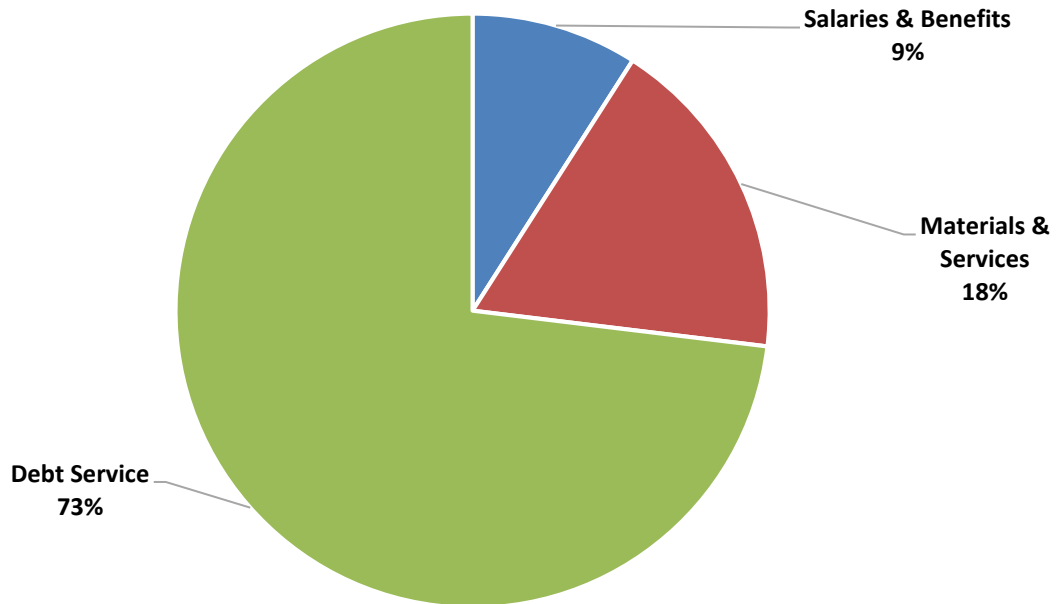
## EXPENDITURES BY FUNDING SOURCE



	2013-14 Actual Expense	2014-15 Actual Expense	2015-16 Adopted Budget	2016-17 Adopted Budget
<b>Source of Funds:</b>				
General Fund	\$ 1,755,422	\$ 1,638,194	\$ 959,960	\$ 1,416,726
Auto Plaza Improvement District	46,817	46,869	46,890	117,284
Community Development Block Grant	-	-	-	400,000
Peg Fund	12,693	7,000	10,000	-
WC Community Svcs Foundation	545	-	11,500	-
Self Insurance General Auto/Liability	5,061	-	-	-
Self Insurance Worker's Compensation	46,061	-	-	-
Redevelopment Obligation Retirement Fund	6,769,479	4,780,439	6,275,022	7,634,798
Successor Agency Administration	438,114	306,096	313,350	250,000
Successor Agency Housing	660,450	779,340	777,057	731,019
CFD Debt Service	4,711,639	7,243,380	4,933,450	5,307,900
<b>Total Source of Funds</b>	<b>\$ 14,446,281</b>	<b>\$ 14,801,318</b>	<b>\$ 13,327,229</b>	<b>\$ 15,857,727</b>



## EXPENDITURES BY CATEGORY



	2013-14 Actual Expense	2014-15 Actual Expense	2015-16 Adopted Budget	2016-17 Adopted Budget
<b>Expense Classification:</b>				
Total Salaries & Benefits	\$ 1,479,671	\$ 1,853,227	\$ 1,235,102	\$ 1,436,801
Total Materials & Services	4,197,211	924,273	878,169	2,832,518
Total Debt Service	8,769,399	12,023,818	11,213,958	11,588,408
<b>Total Source of Funds</b>	<b>\$ 14,446,281</b>	<b>\$ 14,801,318</b>	<b>\$ 13,327,229</b>	<b>\$ 15,857,727</b>

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# City Council & City Manager

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## FY 2016-17 GOALS AND OBJECTIVES

- Implement a balanced budget for the new fiscal year.
- Continue to support the business-friendly efforts of the CED.
- Reduce City litigation and legal expenses.
- Negotiate several labor agreements.
- Implement measures to provide increased financial oversight and procedures in Response to the State Audit.
- Adopt General Plan Update along with CEQA Environmental Impact Report (EIR) document and the Downtown District Plan.
- Dedicate West Covina soccer complex at Orangewood Park.
- Continue to foster volunteerism and sense of community with the Community Services Group.
- Develop new Branding/Marketing campaign for West Covina.
- Complete construction of new Auto Plaza Freeway Sign.
- Implement the Business Assistance Job Creation Program.
- Update agenda development process and transparency (campaign forms, agenda, and other public documents).
- Investment in I.T. infrastructure to better provide services and access to information to West Covina residents.
- Hire three (3) additional Police Officers.
- Complete a Bike Master Plan for the City.
- Evaluate further use of West Covina Equestrian Center.
- Develop “After School” programs with School Districts.
- Acquire new/additional park space.

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## **City Council & City Manager**

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- Dispose of Former Redevelopment Agency assets pursuant to Long Range Property Management Plan (LRPMP).
- Market Former Redevelopment Agency assets at the BKK site for Grand Hotel and Golf Course development.
- Develop an Economic Development Strategic Plan for West Covina.

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# City Council & City Manager

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## 2015-2016 ACCOMPLISHMENTS

- Hired a new City Manager, Deputy City Manager, and Human Resources Director.
- Implemented an aggressive Capital Improvement Program.
- Settled litigation with the State Department of Finance (DOF) regarding the dissolution of the former Redevelopment Agency.
- Hosted Team Japan prior to the Special Olympics World Games Los Angeles.
- Dedicated City's 1<sup>st</sup> all-inclusive Playground at Cameron Park.
- Updated the City Council approved goals and objectives.
- Encouraged citizen engagement in preparation of City Budget; conducted 1<sup>st</sup> Budget Survey and held several Budget study sessions.
- Established West Covina Audit Committee to promote transparency of City budget.
- Resolved the condemnation litigation with the State Department of Transportation (Caltrans).
- Dedicated West Covina Veterans Memorial.
- Purchased two new Pierce Fire Engines and one new Pierce Quint Aerial Truck Company for the Fire Department.
- Worked in partnership with the Glendora Avenue Committee Task Force to address concerns along Glendora Avenue Business District.
- Completed draft of the City's updated General Plan.
- Hired two new School Resource Officers at South Hills and Edgewood High Schools.
- Grew the City's social media presence by 50% adding additional platforms of Flickr, Instagram, LinkedIn, and YouTube to the City's existing Facebook and Twitter presence.
- Provided numerous Home Preservation Program loans to West Covina homeowners to improve the condition of homes in West Covina.

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## City Council & City Manager

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- Administered the repayment of the Housing Loan Programs, processing the reconveyance of 14 loans, totaling repayment of over \$78,000 of loan funds.
- Monitored the housing compliance of 420 affordable housing units restricted by affordability covenants pursuant to former redevelopment housing projects.
- Managed the Economic Development Team and facilitated the development of over 32 projects in over 114,668 square feet of development.
- Assisted in the attraction of new businesses including: Porto's Bakery & Café, Blaze Pizza, Yogurtland, Waba Grill, and others.
- Administered the Auto Plaza Business Improvement District (BID). Obtained approval to construct new Auto Plaza Freeway Sign.
- Established a collaborative relationship with Greater West Covina Business Association and met monthly to work in partnership to address the needs of the business community.
- Maintained West Covina's Available Property Listing (APL) and the Expanding Retailers Listing that is distributed to tenants and commercial property owners.
- Served as business ombudsman to the local business community, assisted property owners (Plaza West Covina, Eastland, Quail Ridge Shopping Center, Samantha Courtyard, Hong Kong Plaza, The Heights at West Covina, South Hills Plaza, West Covina Village, McIntyre Square, and others) in marketing opportunities and provided entitlement assistance to tenants.
- Attended International Council of Shopping Centers (ICSC) Convention, Western Division Conference, ACRE Southern California Meetings, and Greater West Covina Network Breakfast to market the community and outreach to businesses.
- Successor Agency obtained Finding of Completion.
- Successor Agency obtained approval of Government Purpose Transfers and of the Long Range Property Management Plan (LRPMP).
- Established a collaborative partnership with SCORE to bring free business resources to West Covina's business community.
- Approved Guidelines for Business Assistance Job Creation Program.
- Hosted first Annual West Covina Small Business Week Program (May 1-7<sup>th</sup>).

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# City Council & City Manager

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## 2016-17 SCHEDULE OF POSITIONS

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	<u>FY 13-14</u> <u>Adopted</u>	<u>FY 14-15</u> <u>Adopted</u>	<u>FY 15-16</u> <u>Amended</u>	<u>FY 16-17</u> <u>Adopted</u>
<b><u>CITY COUNCIL &amp; CITY MANAGER</u></b>				
City Manager	1.00	1.00	1.00	1.00
Assistant City Manager/CDC Director	1.00	1.00	-	-
Deputy City Manager	-	-	1.00	1.00
Management Analyst I/ II	1.00	1.00	-	-
Sr. Redevelopment Project Manager	-	1.00	-	-
Economic Dev/Housing Manager	-	-	1.00	1.00
Redevelopment Project Manager	1.00	-	-	-
Econ Dev Project Coordinator	-	-	1.00	1.00
Economic Dev Specialist	-	-	-	1.00
Executive Asst to the City Manager	1.00	1.00	1.00	1.00
Sr Administrative Assistant	1.00	1.00	-	-
Administrative Assistant II	-	-	1.00	-
Administrative Assistant I	1.00	-	-	1.00
<b>Total - City Council &amp; City Manager</b>	<b><u>7.00</u></b>	<b><u>6.00</u></b>	<b><u>6.00</u></b>	<b><u>7.00</u></b>

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## CITY CLERK'S OFFICE

**MISSION STATEMENT:** To ensure the preservation and integrity of all official City records, including the legislative record; maintain an effective records management system; and provide professional service and support to all City departments, staff, and the citizens of West Covina.

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The City Clerk's Office is a support department that provides support to the City Council, Administration, other City departments, and the public. The department consists of three full time employees. The City Clerk is an elected official; the Assistant City Clerk is the Department Head managing the day-to-day office activities. The City Clerk's Office maintains custody, control, and storage of official City documents and records pertaining to the operation of City government.

### **Administration**

The City Clerk's Office is in charge of the preparation, publication, and distribution of all agenda material for the City Council, the Successor Agency to the West Covina Redevelopment Agency, and the Public Financing Authority, including the recordation of all meeting minutes. The department ensures that actions are in compliance with all federal, state, and local statutes and regulations, and that all actions are properly executed, recorded, and archived. The department certifies and distributes ordinances and resolutions as appropriate, publishes and posts legal notices as required, and codifies ordinances into West Covina Municipal Code. The department serves as a designated Passport Application Acceptance Facility. The department also receives and opens Capital Improvement Project bids; receives claims, subpoenas and lawsuits; and records documents with the Los Angeles County Registrar Recorder's Office. The Assistant City Clerk serves as the secretary to the Oversight Board of the Successor Agency to the West Covina Redevelopment Agency, preparing the agenda material and related documents.

### **Elections**

The City Clerk's Office coordinates all City elections for elective office, initiatives, referenda, and recalls. The City's general municipal elections are consolidated with the Los Angeles County Elections Division and are held in November of odd numbered years.

### **Political Reform Act**

Pursuant to the Political Reform Act, the City Clerk serves as the filing officer/official for Campaign Disclosure Statements for elected officials, candidates, and committees; and for Statement of Economic Interests filed by public officials and designated employees. The City's Conflict of Interest Code is reviewed and updated on a bi-annual basis.



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# City Clerk

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## **Public Records Act & Public Information**

The City Clerk's Office provides public information and responds to requests for documents pursuant to the provisions of the *California Public Records Act*. The department also assists staff with research of legislative history and actions.

## **Commissions**

The City Clerk's Office oversees the appointment process for the City's Commissions and Advisory Boards. The office facilitates all required noticing pertaining to recruitments for vacancies and expiring terms pursuant to State Law and administers the oath of office to all newly appointed commissioners.

## **Animal Care and Control**

The City Clerk's Office serves as the liaison with the Los Angeles County Department of Animal Care and Control overseeing contract administration and providing complaint resolution.

## **Records Management Program**

The City Clerk's Office is the custodian and the depository for all official records and documents of the City, Public Financing Authority, and Successor Agency to the West Covina Redevelopment Agency. The Records Management Program provides for the safekeeping and storage of the records and provides a retention schedule for all records.

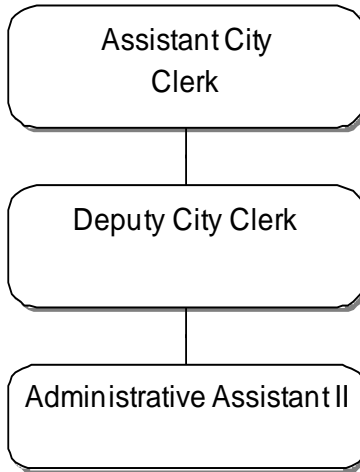
The program monitors the retention guidelines providing for the destruction of documents in accordance with State laws. The department continues to improve efficiency and customer service through utilization of SIRE Technologies' Electronic Document Management System (EDMS). The implementation of SIRE has increased accessibility to information for internal staff and the public.

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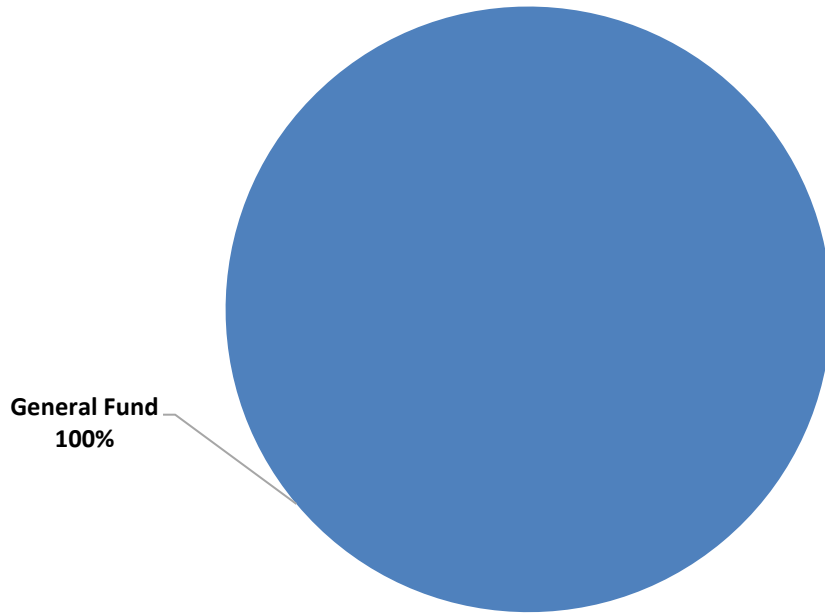
# City Clerk

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## Organizational Chart by Position

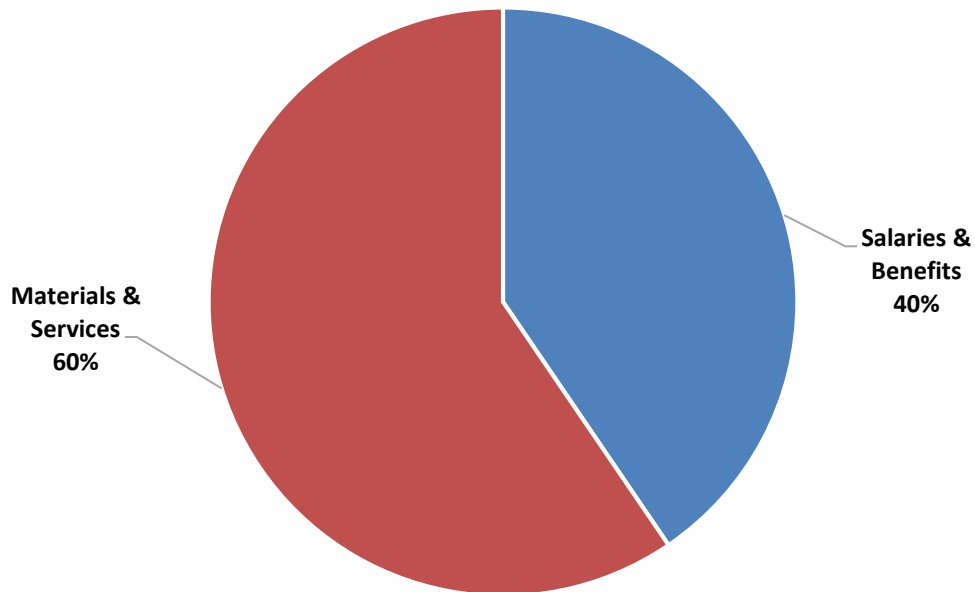


**EXPENDITURES BY FUNDING SOURCE**



	2013-14 Actual Expense	2014-15 Actual Expense	2015-16 Adopted Budget	2016-17 Adopted Budget
<b>Source of Funds:</b>				
General Fund	\$ 923,801	\$ 746,049	\$ 915,727	\$ 817,554

**EXPENDITURES BY CATEGORY**



	2013-14 Actual Expense	2014-15 Actual Expense	2015-16 Adopted Budget	2016-17 Adopted Budget
<b>Expense Classification:</b>				
Total Salaries & Benefits	\$ 290,355	\$ 308,308	\$ 259,747	\$ 331,019
Total Materials & Services	633,446	437,741	655,980	486,535
<b>Total Source of Funds</b>	<b>\$ 923,801</b>	<b>\$ 746,049</b>	<b>\$ 915,727</b>	<b>\$ 817,554</b>

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# City Clerk

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## **FY 2016-2017 GOALS AND OBJECTIVES**

- Research paperless agenda packet for implementation.
- Maintain high level daily operations of the City Clerk's Office and the accurate recordings of the legislative actions of the City Council, Successor Agency to the Former West Covina Redevelopment Agency, Public Financing Authority and Oversight Board.
- Provide continued support to the City Council, staff and the public.
- Continue conversion of official City documents to electronic format on an on-going basis.
- Promote further training of Assistant City Clerk and Administrative Assistant II in obtaining the Master Municipal Clerk and Certified Municipal Clerk certifications.
- Provide additional days for Passport Processing services.
- Conduct the bi-annual review of the City's Conflict of Interest Code as required by the Political Reform Act.
- Coordinate Special Elections.
- Update Records Retention policy.
- Move to a more transparent electronic filing system for Statement of Economic Interests forms (Form 700) and campaign disclosure statements.

## **FY 2015-2016 ACCOMPLISHMENTS**

- Prepared and facilitated the nomination process for all candidates running in the November 3, 2015, general municipal election.
- Served as the City's Elections Official for the November 3, 2015, general municipal election.
- Prepared, published, and distributed agendas and agenda packets for the City Council, Successor Agency to the Former West Covina Redevelopment Agency, Public Financing Authority, and Oversight Board meetings; published and posted required legal notices; prepared minutes; and maintained the legislative action of such meetings.

# City Clerk

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- Executed, indexed, scanned and distributed all resolutions, ordinances, contracts, and recorded documents approved by the City Council.
- Continued ongoing scanning efforts to convert files into electronic format.
- Received, processed and responded to Public Records Act requests, claims, subpoenas, and summons.
- Provided legislative research services to City departments and the public.
- Fulfilled duties as filing officer for campaign statements for officeholders, candidates, and political action committees.
- Received and reviewed Statements of Economic Interests for elected officials, city commissioners, and designated employees pursuant to the Political Reform Act.
- Processed approximately 200 passport applications.
- Continued to update the West Covina Municipal Code. Newly adopted ordinances are posted on the website so current code information is continually available.
- Created a web page on the City's website for all frequently asked questions for contracts/agreements to further increase transparency.

## 2016-17 SCHEDULE OF POSITIONS

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	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
	<u>Adopted</u>	<u>Adopted</u>	<u>Amended</u>	<u>Adopted</u>
<b><u>CITY CLERK</u></b>				
Assistant City Clerk	1.00	1.00	1.00	1.00
Deputy City Clerk	1.00	1.00	-	1.00
Administrative Assistant II	-	-	1.00	1.00
Administrative Technician	1.00	1.00	1.00	-
<b>Total - City Clerk</b>	<b><u>3.00</u></b>	<b><u>3.00</u></b>	<b><u>3.00</u></b>	<b><u>3.00</u></b>

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## Finance

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### FINANCE DEPARTMENT

**MISSION STATEMENT:** To manage and protect the City's financial resources by applying generally accepted accounting and investment principles, provide reliable information technology services to internal users, and enforce the City's business license and purchasing ordinances as outlined in the West Covina Municipal Code.

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The Finance Department is responsible for all financial affairs and information technology of the City of West Covina. The goal of the Finance Department is to maintain financial stability, provide accurate and timely financial information and recommendations to the City's decision makers, and protect the City's assets through the establishment of effective internal controls. The department also strives to provide valuable and responsive support services to the other City departments. The department consists of three main functions.

#### **Finance**

Finance includes payroll, accounts payable, general accounting, financial reporting, grant monitoring, budget and fixed assets. Finance monitors various lease and loan payments due to the City and the Housing Successor; maintains financial records; complies with various federal, state, and local reporting requirements; coordinates and serves as liaison for financial audits; assists employees with payroll issues; evaluates internal controls; and provides oversight of the financial accounting software.

It also manages debt and cash activity for the City, and is responsible for the receipt, deposit, accounts receivable and investment of idle funds. It also oversees the business license function that is responsible for ensuring that all businesses maintain a current business license and pay applicable taxes. The City Treasurer is elected by the community at large and reviews monthly investment reports and cash flows. The Finance Director is responsible for managing the day-to-day investment operations. Surplus funds are invested for maximum safety, liquidity, and yield in compliance with the City's investment policy and the California Government Code.



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# Finance

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## **Purchasing**

Purchasing oversees the purchasing section that is responsible for maximizing cost effectiveness and controlling purchases, assisting City departments in vendor selection for equipment and service purchases, and ensuring that the City's purchasing policies are followed. Purchasing reviews City contracts to ensure they are in compliance with the terms and conditions in the Request for Proposal (RFP) specifications.

Purchasing also includes reprographics which provides citywide shipping, mailing, photocopying, printing, binding, and desktop publishing services. This division also provides supplies such as envelopes, letterhead, four-color certificates, business cards, and the paper used in all department copiers.

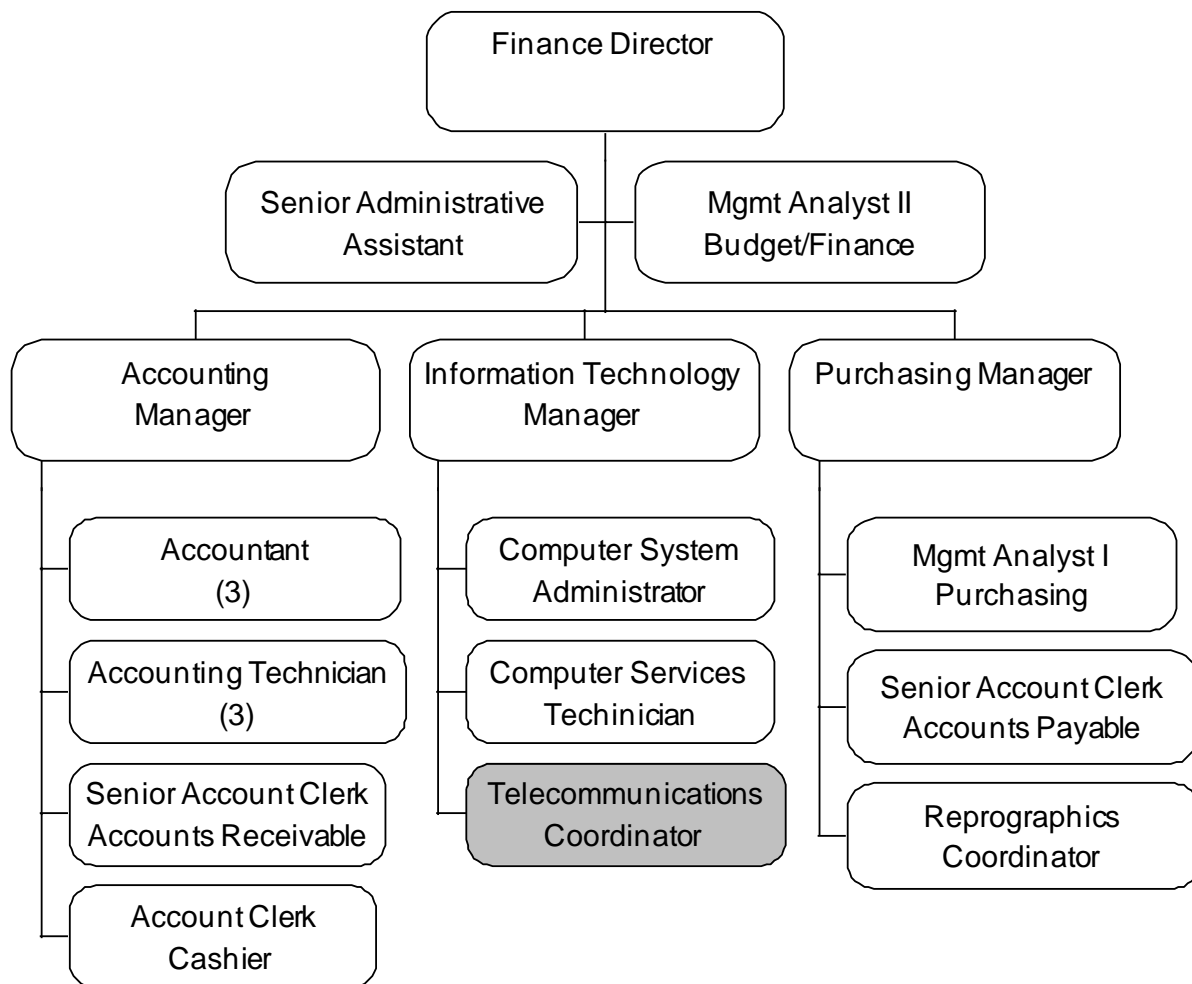
## **Information Technology (IT)**

Information technology provides software and hardware maintenance for the City's automated systems, supports computer users in all departments, maintains the citywide and local area networks, and assists departments in the selection of software systems. IT also coordinates training of City staff on new computer equipment and software, and develops office automation standards.

IT is also responsible for the administration of citywide telecommunications including supervision of the part-time telecommunications coordinator, the City's telephone system, and City cell phones.

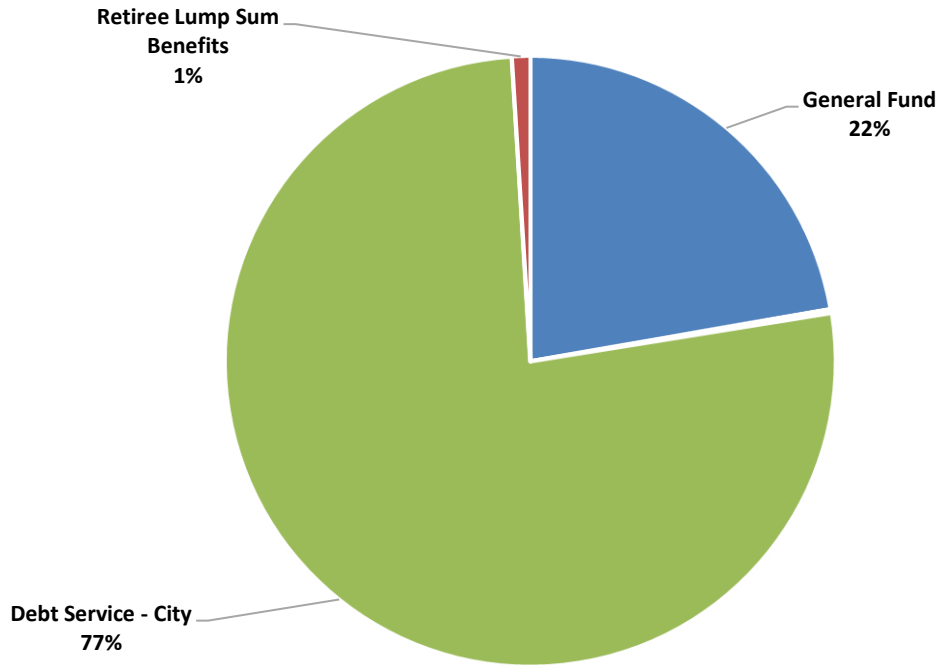
# Finance

## Organizational Chart by Position



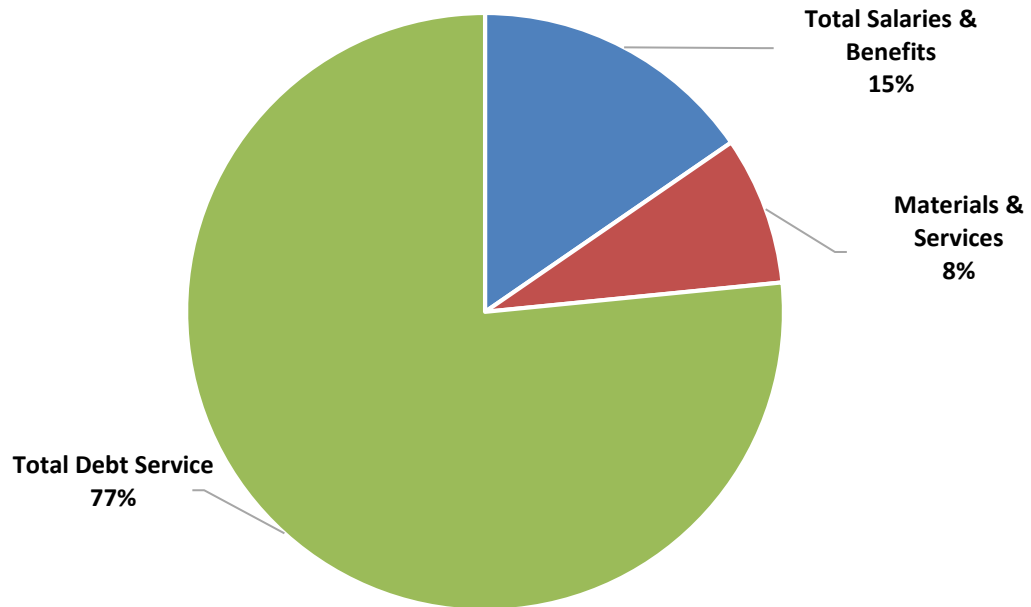
\*Shading denotes part time staff

## EXPENDITURES BY FUNDING SOURCE



	2013-14 Actual Expense	2014-15 Actual Expense	2015-16 Adopted Budget	2016-17 Adopted Budget
<b>Source of Funds:</b>				
General Fund	\$ 1,953,571	\$1,840,195	\$2,532,598	\$ 2,771,331
Gasoline Tax	-	-	2,500	2,500
Citywide Maintenance District	-	-	-	21,665
WC Community Services Foundation	-	2,987	-	-
Debt Service - City	6,245,607	3,152,793	3,522,494	9,528,814
Self Insurance Workers' Compensation	724	-	-	-
Retiree Lump Sum Benefits	88,016	47,192	-	120,000
<b>Total Source of Funds</b>	<b>\$8,287,918</b>	<b>\$5,043,167</b>	<b>\$6,057,592</b>	<b>\$ 12,444,310</b>

## EXPENDITURES BY CATEGORY



	2013-14 Actual Expense	2014-15 Actual Expense	2015-16 Adopted Budget	2016-17 Adopted Budget
<b>Expense Classification:</b>				
Total Salaries & Benefits	\$ 1,501,409	\$1,238,250	\$ 1,628,958	\$ 1,917,388
Total Materials & Services	540,902	652,124	893,529	998,108
Total Debt Service	6,245,607	3,152,793	3,535,105	9,528,814
<b>Total Source of Funds</b>	<b>\$8,287,918</b>	<b>\$5,043,167</b>	<b>\$6,057,592</b>	<b>\$12,444,310</b>

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# Finance

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## FY 2016-17 GOALS AND OBJECTIVES

- Use the newly created cost allocation plan to re-evaluate the fees and charges for City-provided services to ensure the fees are reasonable and when possible fully recover the cost of providing those services.
- Coordinate the exchange of approximately \$2.3 million in Proposition A funds with another agency resulting in \$1.7 million in revenue for the General Fund.
- Prepare a Government Finance Officers Association award winning Comprehensive Annual Financial Report for the Fiscal Year ended June 30, 2016.
- Prepare a Government Finance Officers Association Award winning Budget for Fiscal Year 2016-17.
- Streamline the False Alarm billing and collection processes.
- Increase inspection of businesses operating within the city to ensure business license compliance and increased revenue.
- Review and update current City policies as well as various forms to ensure the City has strong internal controls.
- Implement the first year phase of the proposed IT Master Plan to upgrade the City's cabling, wiring and infrastructure and begin the selection and implementation of an Enterprise Resource Planning (ERP) Software and Electronic Document Management System (EDMS). These upgrades and new software will help to ensure consistency, security and efficiency within the City.
- Review debt for refinancing and credit enhancement opportunities.
- Review and update the City's Purchasing Ordinance and adopt an updated and simplified Purchasing Policy.
- Review and update the City's Business License Ordinance and review the tax structure.
- Select and implement an electronic bid tracking software to streamline the process and provide consistency across departments.

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# Finance

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## FY 2015-16 ACCOMPLISHMENTS

- Provided good fiscal stewardship by initiating the Fiscal Year 2016-17 budget process in January 2016, ensuring that the Fiscal Year 2016-17 City budget is adopted by the City Council prior to the close of Fiscal Year 2015-16.
- Successfully completed the RFP process for investment advisory services and contracted with Chandler Asset Management to manage the City's cash and investment portfolio to maximize revenues while adhering to the primary goals of safety and liquidity of the City's cash reserves.
- Coordinated the exchange of Proposition A funds resulting in \$1,347,500 in revenue for the General Fund.
- Successfully completed the RFP process for audit services and presented to the Audit Committee for final selection.
- Successfully completed an RFP process for a Comprehensive IT Assessment and contracted with Client First who is developing a five-year IT Master Plan.
- Partnered with HdL Companies for business license operations and compliance efforts which allowed the City to provide online application and renewal services.
- Implemented quarterly financial reporting to City Council and the community which also included the status of City Council goals and the capital improvement program.
- Worked with a consultant to prepare a new cost allocation plan for the budget and upcoming fee & charge review.
- Successfully assisted the Police Department with a Parking & Administrative Citation RFP process which led to the selection of a new vendor which will provide more online capabilities for staff and the community along with improved revenue recovery methods.
- Updated the City's Meeting and Travel Policy and created a Legal Billing Review Policy.
- Reorganized the Finance Department and successfully hired key personnel.

# Finance

## 2016-17 SCHEDULE OF POSITIONS

	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
	<u>Adopted</u>	<u>Adopted</u>	<u>Amended</u>	<u>Adopted</u>
<b><u>FINANCE DEPARTMENT</u></b>				
Finance & Administrative Services Director	1.00	1.00	-	-
Finance Director	-	-	1.00	1.00
Assistant Finance Director	-	-	1.00	-
Revenue Manager	1.00	1.00	-	-
Accounting Manager	1.00	1.00	1.00	1.00
Purchasing Manager	-	-	1.00	1.00
Information Technology Manager	-	-	-	1.00
Computer Systems Administrator	1.00	1.00	1.00	1.00
Management Analyst I/ II	2.00	2.00	2.00	2.00
Accountant	1.00	1.00	2.00	3.00
Accounting Technician	2.00	2.00	3.00	3.00
Computer Services Technician	2.00	2.00	2.00	1.00
Reprographics Coordinator	-	-	1.00	1.00
Reprographics Technician	1.00	1.00	-	-
Sr. Administrative Assistant	-	-	1.00	1.00
Administrative Assistant II	1.00	1.00	-	-
Business License Inspector	1.00	1.00	-	-
Senior Account Clerk	4.00	4.00	2.00	2.00
Account Clerk	-	-	1.00	1.00
<b>Total - Finance Dept</b>	<b>18.00</b>	<b>18.00</b>	<b>19.00</b>	<b>19.00</b>

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# Human Resources

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## HUMAN RESOURCES DEPARTMENT

**MISSION STATEMENT:** The Human Resources Department is committed to providing professional, responsive, courteous, and equitable services to all internal and external customers of the City. Our mission is to provide the City of West Covina with the highest standard of service through the recruitment, selection, development, and retention of an outstanding workforce that is committed to providing excellent public service.

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The Human Resources Department serves 346 full-time and approximately 134 part-time staff. The department is responsible for the administration of all Personnel and Risk Management functions of the City. The main objectives of the Human Resources Department are as follows: carry out the directives of the City Council and City Manager in the most cost effective and efficient manner possible; provide timely and reliable information and recommendations to the City's decision makers when called upon; provide an equitable and healthy work environment for all employees; mitigate all unnecessary risk, loss, and liability for the City and its surrounding community; and provide valuable and responsive support services to all other City departments to enable them to complete their respective missions.

The Department is comprised of three functional areas:

Human Resources  
Risk Management  
Human Resources Commission

### Human Resources

The functional area of Human Resources provides a comprehensive array of support, consultation, and personnel management services to the entire organization. This is accomplished through the following:

- Employee Recruitment, Selection, Training, and Development;
- Employee Education and Assistance Programs;
- Employee Grievance and Discipline Administration;
- Personnel Policy Development and Administration;
- Job Classification and Compensation Administration;
- Employee-Management Relations and Collective Bargaining; and
- Organizational Development.



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# Human Resources

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## Risk Management

The functional area of Risk Management is responsible for ensuring a safe and healthful environment for the City's employees and citizens. This is accomplished through the following:

- Workers' Compensation Program Administration:
  - Case Management;
  - Claims Administration;
  - Litigation and Legal Defense Management;
  - Employee Injury Prevention and Rehabilitation Programs;
  - Workplace Safety Programs;
  - Employee Outreach and Training Programs; and
  - Employee Benefits Administration.
  
- General Liability Insurance Program Administration:
  - Case Management;
  - Claims Administration;
  - Litigation Defense and Tort Claims Management; and
  - Loss Control and Prevention Programs.

## Human Resources Commission

The Human Resources Commission was created and authorized by the City Council to act in an advisory and judiciary capacity for the City Council and Human Resources Officer in regards to the City's personnel management and employee relations. The Commission performs the following duties:

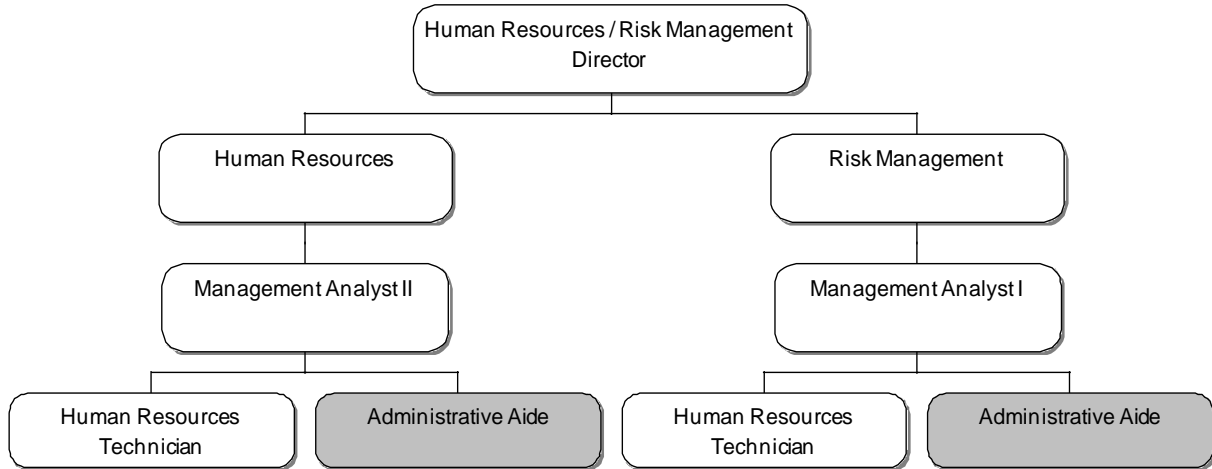
- Advises the City Council and the Human Resources Director on personnel matters not specifically delegated by law to other parties in the City organization;
- Reviews the City's Position Classification System and makes comments and recommendations regarding position classifications to the Human Resources Director and/or City Council;
- Holds hearings, makes recommendations, and adjudicates matters of personnel administration and employee relations at the request of the City Council, City Manager, or Human Resources Officer;
- Receives, hears, and certifies its findings and recommendations of appeals submitted by any person in the city service relative to any dismissal, demotion, reduction in pay, or alleged violation of the classification and salary resolution or the personnel rules.

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# Human Resources

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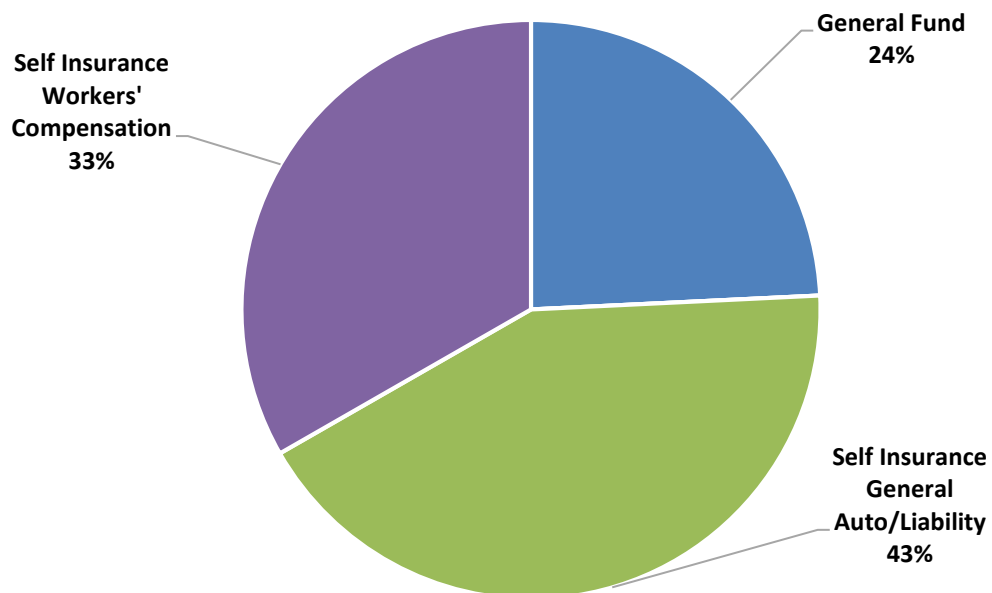
## Organizational Chart by Position



\*Shading denotes part time staff

# Human Resources

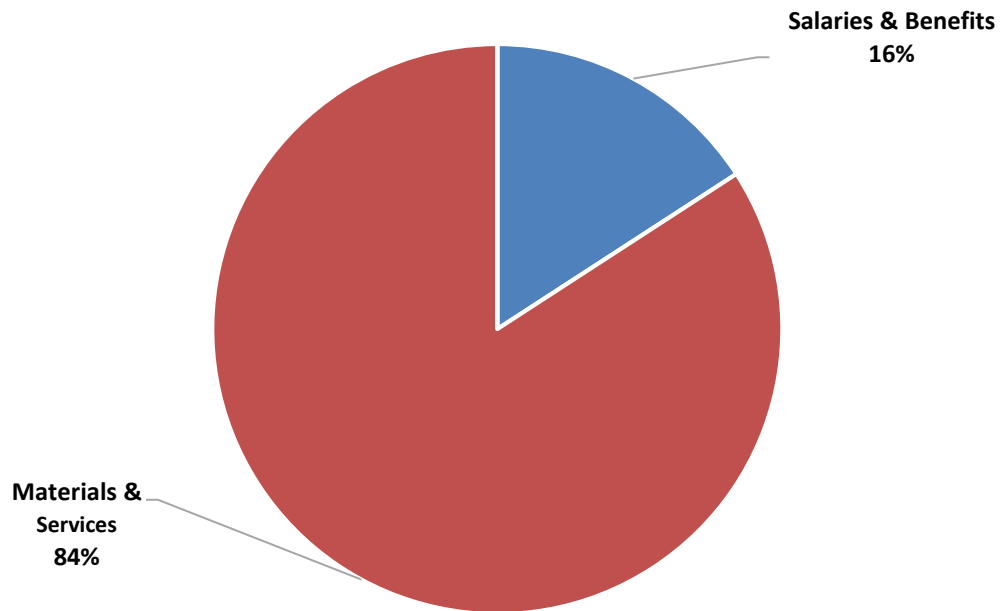
## EXPENDITURES BY FUNDING SOURCE



	2013-14 Actual Expense	2014-15 Actual Expense	2015-16 Adopted Budget	2016-17 Adopted Budget
<b>Source of Funds:</b>				
General Fund	\$ 573,965	\$ 729,384	\$ 708,239	\$ 951,038
Self Insurance General Auto/Liability	(837,062)	1,982,625	1,226,540	1,667,439
Self Insurance Workers' Compensation	668,683	1,585,309	1,386,364	1,306,327
<b>Total Sources of Funds</b>	<b>\$ 405,586</b>	<b>\$4,297,318</b>	<b>\$3,321,143</b>	<b>\$3,924,804</b>

# Human Resources

## EXPENDITURES BY CATEGORY



	2013-14 Actual Expense	2014-15 Actual Expense	2015-16 Adopted Budget	2016-17 Adopted Budget
<b>Expense Classification:</b>				
Total Salaries & Benefits	\$ 450,653	\$ 452,032	\$ 620,333	\$ 621,678
Total Materials & Services	(45,067)	3,845,286	2,700,810	3,303,126
Total Debt Service	-	-	-	-
<b>Total Source of Funds</b>	<b>\$ 405,586</b>	<b>\$4,297,318</b>	<b>\$3,321,143</b>	<b>\$3,924,804</b>

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# Human Resources

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## FY 2016-17 GOALS AND OBJECTIVES

- Continue implementation of the web-based recruitment application NeoGov. Our goal is to implement the system's new employee on-boarding platform. The platform serves as the hub for new employee orientations.
- Continue to improve the City's recruitment and selection processes in order to acquire and retain the best most qualified individuals.
- Reduce recruitment timelines and increase effectiveness by identifying deficiencies and implementing better processes and practices.
- Reduce position vacancies through more efficient, more effective, and more timely recruitment processes.
- Negotiate multi-year successor Memoranda of Understanding (MOU's) with the City's nine (9) employee associations.
- Continue to update and revise the City's Personnel Rules to incorporate MOU changes as well as changes in labor law, policy, and process improvements.
- Continue to analyze all service contracts and remediate all identified deficiencies and service gaps. This includes continuously improving contract performance, oversight, fiduciary controls, and cost transparencies.
- Continue to improve departmental efficiencies through the increased use of technology and web-based applications.
- Complete request for proposal for a third party administration contract for the City's self-insured general liability program.
- Continue to analyze organization-wide processes and procedures and implement better practices, where practicable.
- Reduce workers' compensation claims and expenditures through better practices and procedures.
- Reduce general liability claims and expenditures through better practices and procedures.

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## Human Resources

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- Conduct an employee Health and Benefits fair to coincide with open enrollment to allow vendors to provide updates and important communications regarding health plans and other employee benefits.
- Implement Total Works on-line Benefit Administration System.

### **FY 2015-16 ACCOMPLISHMENTS**

- Completed a Request for Proposals (RFP) and awarded a three-year contract to York Risk Services Group for third party administration services for the City's workers' compensation program.
- Completed a RFP for workers' compensation legal services and established a panel of qualified legal firms to both advise and defend the City in workers' compensation matters.
- Completed a RFP for general liability legal services and established a panel of qualified legal firms to both advise and defend the City in general liability matters.
- Completed a RFP for investigative services and established a panel of qualified firms to provide the City with as-needed investigative services.
- Completed state mandated harassment training for all supervisory and management staff.
- Implemented the web-based recruiting platform NeoGov.
- Completed 51 recruitments.
- Completed negotiations and one-year successor MOU's with four (4) employee associations (effective July 1, 2015, through June 30, 2016).
- Completed negotiations and a multi-year successor MOU with the Fire Management Association (effective July 1, 2014, through June 30, 2016).
- Completed an RFP for Employee Health and Welfare Consulting.

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# Human Resources

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## 2016-17 SCHEDULE OF POSITIONS

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	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
	<u>Adopted</u>	<u>Adopted</u>	<u>Amended</u>	<u>Adopted</u>
<b><u>HUMAN RESOURCES DEPARTMENT</u></b>				
Human Resources Director	-	-	1.00	1.00
Human Resources Manager	1.00	1.00	-	-
Safety & Claims Manager	1.00	1.00	-	-
Management Analyst I/ II	-	-	2.00	2.00
Human Resources Technician	2.00	2.00	2.00	2.00
Office Assistant II	-	1.00	-	-
<b>Total - Human Resources Dept</b>	<b><u>4.00</u></b>	<b><u>5.00</u></b>	<b><u>5.00</u></b>	<b><u>5.00</u></b>

## PLANNING DEPARTMENT

**MISSION STATEMENT:** To make West Covina a positive, interesting, and enjoyable place in which to live and work by stressing the maintenance and development of stable neighborhoods and a strong business community, while providing professional customer service to residents and business operators.

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The Planning Department develops, implements and maintains a comprehensive land use plan and land development standards in the Municipal Code. The department is responsible for implementing City Council policies related to planning and managing the City's growth. In performing those tasks, the department is involved in a variety of responsibilities.

### **Long Range Planning**

The Planning Department administers the long-range planning projects, such as the updates or amendments to the General Plan as well as the processing of land development applications. Its central focus is to implement the General Plan and other adopted City Council policies. In addition, this responsibility includes amendments to the Zoning section or to other relevant sections of the Municipal Code. The department is currently staffed by six full-time positions and maintains liaisons with other cities and planning agencies to address problems of mutual concern consistent with reasonable and sound planning practices.

### **Current Planning & Environmental Review**

The current planning function is implemented through the application of the City's zoning code. This responsibility involves reviewing various development applications submitted by residents or developers. All zoning and land use permit approvals in the City require an environmental clearance under the City's Environmental Review Guidelines and under the California Environmental Quality Act (CEQA).

### **Liaison with Other Agencies**

Planning for the future of the City of West Covina involves the coordination of different agencies to assure compliance with applicable regional, state, and federal transportation, and air quality mandates. The planning department's staff also coordinates with other City departments to ensure that all activities support economic development.



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# Planning

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## **City Council & Planning Commission**

This department provides professional assistance to the Planning Commission and City Council in decision-making efforts involving physical development in the City. The department strives to improve the City's environment for all segments of the community, both residential and commercial, by adherence to the principles of good design, and applicable codes and regulations.

## **Art in Public Places**

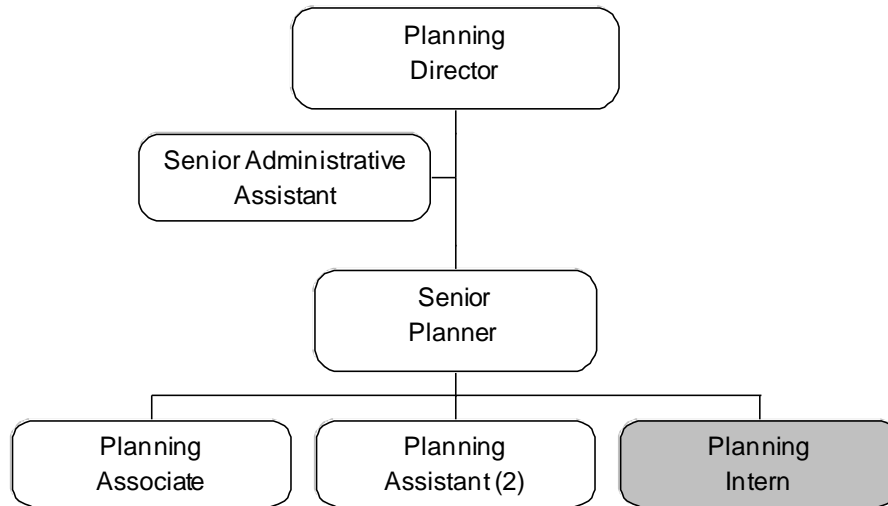
The department administers the Art in Public Places program as well as the preservation program for historic resources.

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# Planning

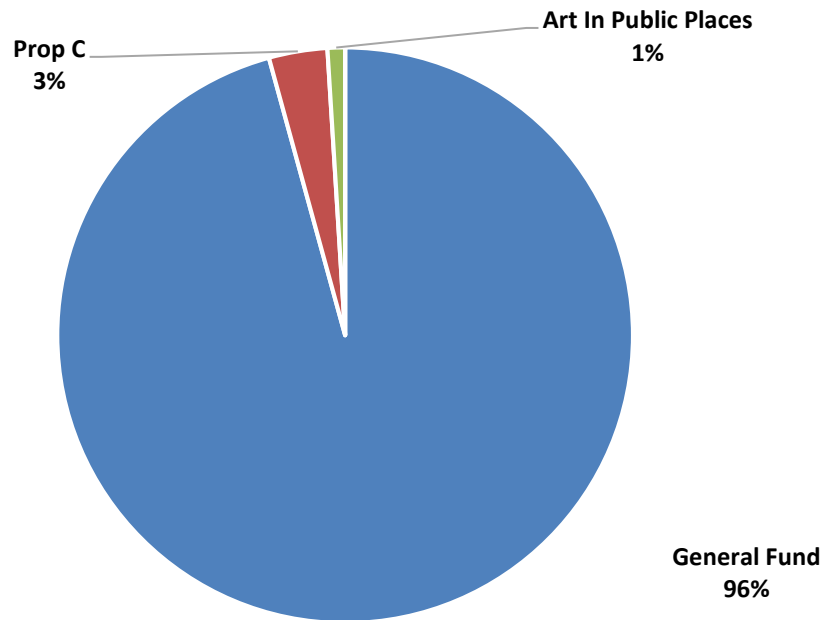
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## Organizational Chart by Position



\*Shading denotes part time staff

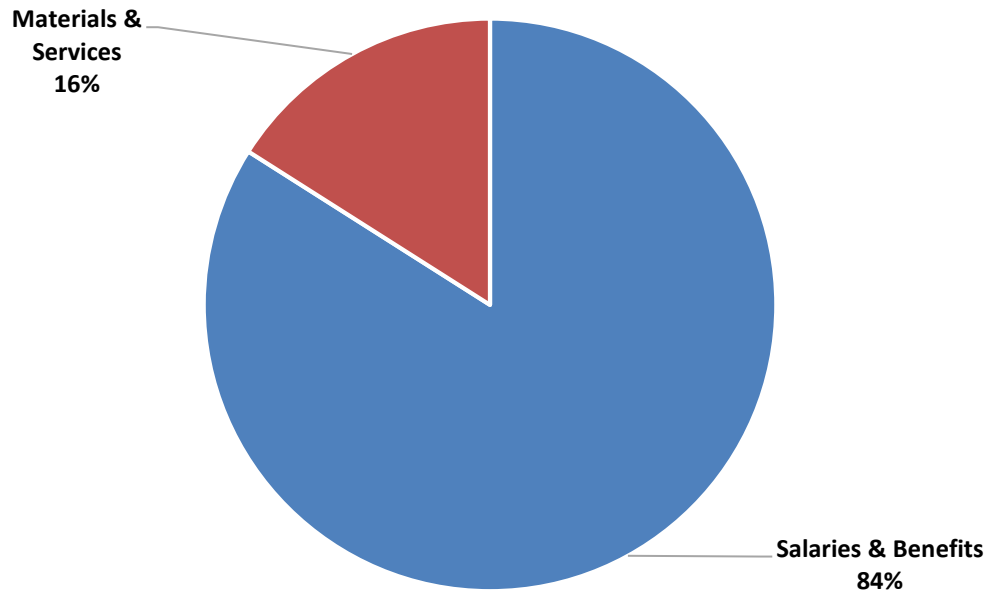
## EXPENDITURES BY FUNDING SOURCE



	2013-14 Actual Expense	2014-15 Actual Expense	2015-16 Adopted Budget	2016-17 Adopted Budget
<b>Source of Funds:</b>				
General Fund	\$ 491,993	\$ 536,181	\$ 544,979	\$ 778,275
Prop C	112,561	148,992	158,760	26,695
Art In Public Places	4,544	1,649	8,000	8,000
Self Insurance Workers' Compensation	1,036	-	-	-
<b>Total Source of Funds</b>	<b>\$ 610,134</b>	<b>\$ 686,822</b>	<b>\$ 711,739</b>	<b>\$ 812,970</b>

# Planning

## EXPENDITURES BY CATEGORY



	2013-14 Actual Expense	2014-15 Actual Expense	2015-16 Adopted Budget	2016-17 Adopted Budget
<b>Expense Classification:</b>				
Total Salaries & Benefits	\$ 529,687	\$ 565,105	\$ 632,993	\$ 682,910
Total Materials & Services	80,447	121,717	78,746	130,060
Total Debt Service	-	-	-	-
<b>Total Source of Funds</b>	<b>\$ 610,134</b>	<b>\$ 686,822</b>	<b>\$ 711,739</b>	<b>\$ 812,970</b>

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# Planning

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## 2016-17 GOALS AND OBJECTIVES

- General Plan Update – Continue to manage the General Plan Update process, including the Downtown Plan, which is anticipated to be completed by Fall 2016.
- Provide excellent customer service.
  - Respond to all questions and inquiries by providing accurate information in a prompt, polite, courteous manner.
  - Provide options to allow applicants to achieve their needs.
- Provide prompt, thorough, and objective processing of all permits, entitlements, and projects.
  - Identify issues, concerns, and corrections early in the review process.
  - Critically evaluate and review projects to obtain good project design.
  - Without lowering standards of quality, streamline processes that impede business investment and economic prosperity.
- Provide quality, professional support, and assistance to other departments.
- Prepare long-range plans and programs to enhance the City's quality of life by preparing for the future.
- Complete a Request for Proposals for assistance with the zoning code update.
- Assist in the development of a Bicycle Master Plan.
- Provide assistance with the Transportation Impact Fee Study.
- Initiate and process a Historical Resource Study Update.

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# Planning

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## 2015-16 ACCOMPLISHMENTS

- The General Plan Update (General Plan Amendment No. 14-03) process was initiated, award of bid was given to Rangwala Associates on July 15, 2014. The General Plan Update has continued on schedule through the fiscal year. The Focus Groups formed to develop the General Plan sections were completed by the end of August 2015. The draft General Plan was compiled and provided to the City Council and Planning Commission for a Joint Meeting on January 12, 2016. Based on direction at that meeting, the Environmental Impact Report for the General Plan commenced. The draft Downtown Plan (Code Amendment No. 16-01) was also provided at the January 12, 2015, meeting. Study sessions were held by the Planning Commission and City Council to consider the draft Plan. The General Plan Update is on schedule and budget to be completed by the Fall of 2016.
- An Impact Fee Study was initiated. The award of bid was given to Economic and Planning Systems on September 2, 2014. The consultant researched anticipated capital improvement projects for Police, Fire, Public Works, Community Services and City Administration. The Impact Fee Study was considered by the City Council on September 15, 2015. At the meeting, the Council initiated Code Amendment No. 14-02 to create standards for Impact Fees. The City Council adopted the Code Amendment and Impact Fees on November 17, 2015.
- Completed Code Amendment No. 14-01 to revise standards for Adult Oriented Businesses. The City Council initiated the Code Amendment and a moratorium on February 4, 2014. The Code Amendment was adopted by the City Council and moratorium repealed on October 6, 2015.
- Completed Code Amendment No. 15-01 to address changes in State law regarding water efficient landscaping. Planning Commission initiated the changes on September 22, 2015. The City Council approved the Code Amendment on February 16, 2016.
- Completed Code Amendment No. 15-04 to address changes in State law regarding the cultivation of marijuana. Planning Commission initiated the changes on November 10, 2015. The City Council approved the Code Amendment to prohibit marijuana cultivation on December 15, 2015.
- Prepared new Procedures to Implement the California Environmental Quality Act (CEQA) which were adopted by the City Council on April 5, 2016.
- Processed additional Code Amendments to consider adopting standards for Instruction Tasting Alcohol Licenses and for the Storage of Vehicles by Auto Dealerships.

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# Planning

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## 2016-17 SCHEDULE OF POSITIONS

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	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
	<u>Adopted</u>	<u>Adopted</u>	<u>Amended</u>	<u>Adopted</u>
<b><u>PLANNING DEPARTMENT</u></b>				
Planning Director	1.00	1.00	1.00	1.00
Principal Planner	-	1.00	-	-
Senior Planner	1.00	1.00	1.00	1.00
Senior Administrative Assistant	1.00	1.00	1.00	1.00
Planning Assistant	1.00	1.00	2.00	2.00
Planning Associate	1.00	-	1.00	1.00
<b>Total- Planning Dept</b>	<b><u>5.00</u></b>	<b><u>5.00</u></b>	<b><u>6.00</u></b>	<b><u>6.00</u></b>

## POLICE DEPARTMENT

**MISSION STATEMENT:** To provide the highest level of service and protection to the community and to cooperatively enhance public safety as the department progresses into the future.

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The Police Department has a proud history of integrity and service. The Police Department has an authorized 2016-17 full-time workforce of 100 sworn officers and 67 civilians, including 18 dispatchers, and 2 community enhancement/code enforcement officers. There are also numerous part-time positions including reserve officers and other support staff. The department also utilizes volunteer programs, which are a very important part of the overall public safety effort.

Although focused on front-line law enforcement, the department is also engaged in important community partnerships with schools, businesses, and citizen organizations. The department has garnered outside awards honoring many sworn officers, our West Covina Police Volunteers program, domestic violence victim advocate, and K9 Officers.

The men and women of the West Covina Police Department strive to provide the highest level of service, focusing on four core values: Community responsiveness; integrity; teamwork; and effort. To that end, the department is divided into the following divisions:

### Patrol Division

Two-thirds of all sworn officers' work in the Patrol division, which focuses on patrolling city streets, responding to calls for service, and identifying potential crime problems. In addition to patrol officers, this division includes reserve officers and the West Covina Police Volunteers who perform non-hazardous duties. Under the Community Service Area Policing program, four dedicated lieutenants and their crews are assigned a specific quadrant of the city and tasked with resolving public safety concerns for residents, neighborhoods, and businesses. Collateral duties for sworn personnel in the Patrol Division include jail management, arrest and control, force options, manual update committee, peer support, SWAT, Reserve Program oversight, public information officer duties, field training officer program, Explorer program, and hostage negotiations. This division also incorporates two subdivisions:

- Traffic Unit – This unit provides enforcement of traffic laws, targeted enforcement at schools and other sites, traffic investigations, parking enforcement, oversight of the crossing guard services contract, and fleet services.
  - Jail Operations – This unit processes all arrests, oversees all prisoners, coordinates all jail operations, and maintains compliance with State mandates specific to jail operations.
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# Police

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## **Administrative & Investigative Division**

This division is responsible for providing investigation and follow-up services associated with major crimes, answering calls for service, and overseeing the centralized administrative functions of the Police Department. Collateral duties for sworn personnel in the Administrative & Investigative Division include special problems detail, property room and evidence, honor guard, terrorism liaison office, and the firing range.

**Investigations and Support Services:** For almost any crime victim to obtain justice in our courts (i.e., for a suspect to be convicted), detectives conduct intensive follow-up and prepare cases for the district attorney. Investigative assignments include homicide, robbery, sex crimes, assault and battery, weapons violations, missing persons, fraud and identity theft, automobile theft, burglary, and court liaison. Certain officers are involved in specialized interagency task forces, and the department's domestic violence victim advocate (partially funded from CDBG grant funds) is assigned here. Investigations incorporates two subdivisions:

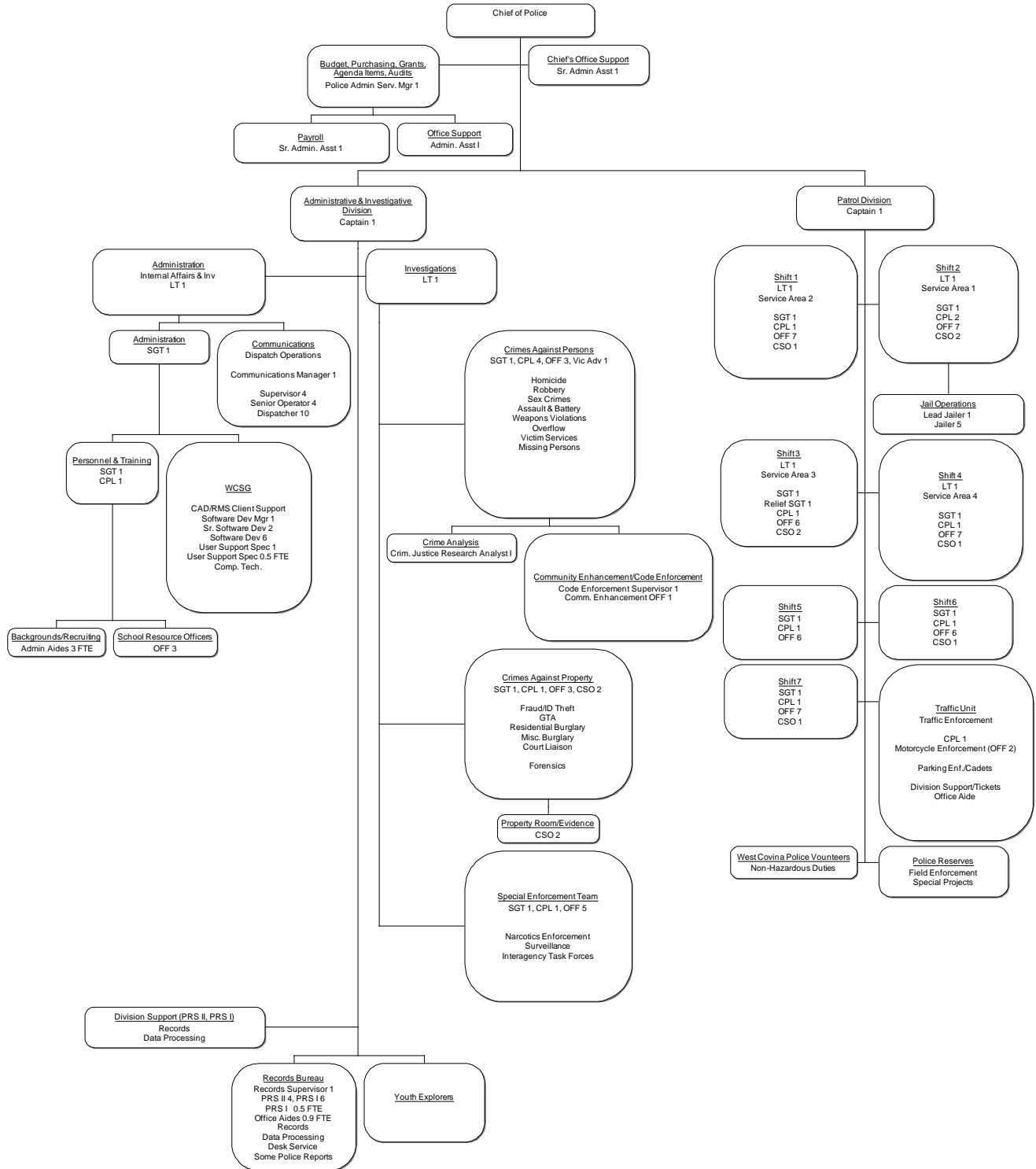
- Special Enforcement Team (SET) – This team works irregular schedules dictated by the demands of their specialized investigations, which include narcotics, surveillance, interagency intelligence, and other targeted enforcement.
- Code Enforcement/Community Enhancement – Absorbed into the Police Department in FY 2014-15, personnel in this unit enforce the City's municipal codes specific to properties, conducting field inspections, documenting and abating problems, and responding to citizens' complaints.

**Administration:** Focusing on the centralized administrative division functions of the Police Department, Administration includes the Records Division, Dispatch Operations, Personnel & Training, and the Property & Evidence unit. Administration incorporates two subdivisions:

- Communications – Formerly a separate City department, the Police and Fire Emergency Dispatch Unit was absorbed into the Police Department in FY 2008-09, and handles all emergency dispatch operations for both Police and Fire.
- West Covina Service Group (WCSG) – This group supplies Computer Aided Dispatch and Records Management System (CAD/RMS) service and technological support to West Covina and client agencies.

# Police

## Organizational Chart by Position

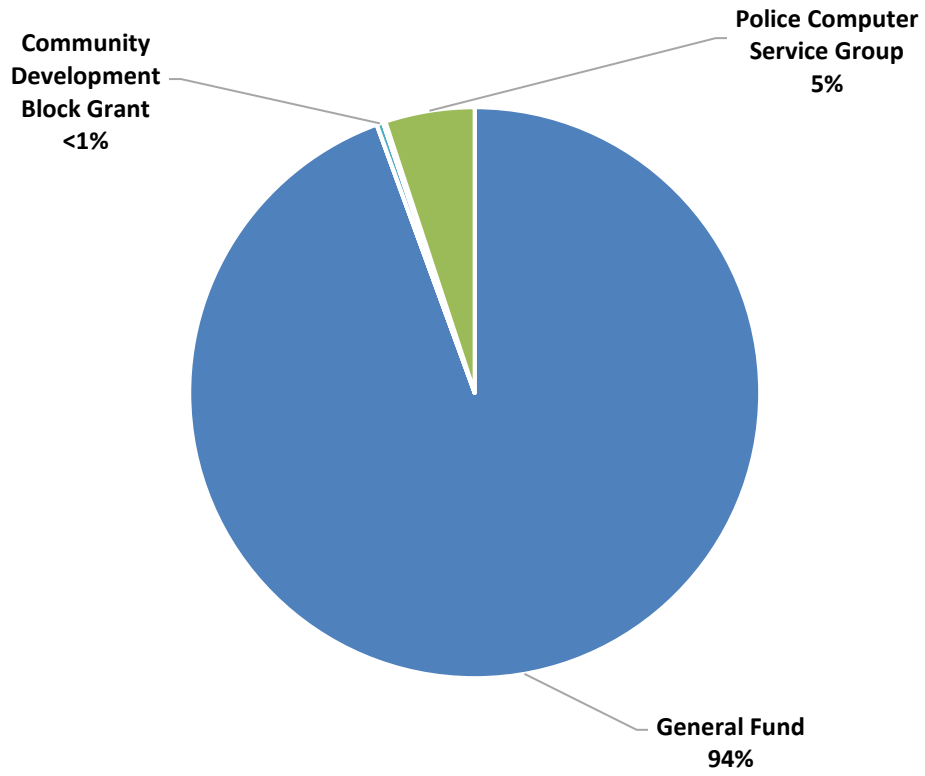


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# Police

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## EXPENDITURES BY FUNDING SOURCE

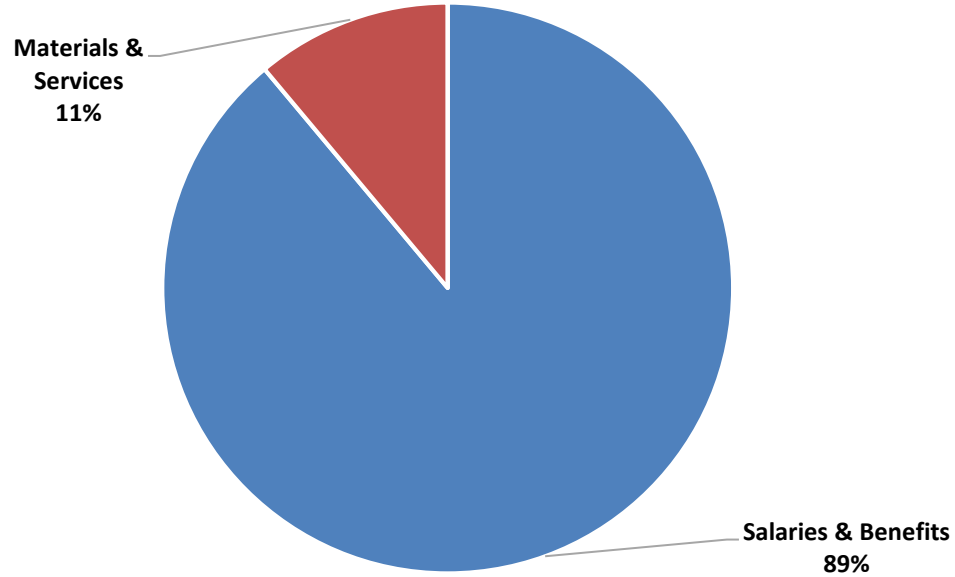


# Police

	2013-14 Actual Expense	2014-15 Actual Expense	2015-16 Adopted Budget	2016-17 Adopted Budget
<b>Source of Funds:</b>				
General Fund	\$ 24,635,850	\$ 25,615,858	\$ 26,637,413	\$ 29,498,357
Federal Asset Forfeitures	2,324,274	1,936,387	-	-
Police Donations	15,551	13,688	-	-
Bureau of Justice Assistance	40,624	21,452	-	-
Community Development Block Grant	20,383	48,887	500	115,000
ABC Grant	-	2,982	-	-
Inmate Welfare	140	-	-	6,750
COPS/SLESA	241,448	232,288	-	6,670
Sewer Maintenance	-	12,529	27,867	30,273
WC Community Services Foundation	53,839	15,465	-	-
Police Private Grants	6,211	3,066	-	-
Homeland Security Grant	-	150,000	-	-
Recovery Byrne Grant	12,080	-	-	-
Self Insurance General Auto/Liability	310,981	-	-	-
Self Insurance Workers' Compensation	504,909	-	-	-
Vehicle Replacement	-	104,927	-	-
Police Computer Service Group	1,284,420	1,427,766	1,589,763	1,582,296
<b>Total Source of Funds</b>	<b>\$ 29,450,710</b>	<b>\$ 29,585,295</b>	<b>\$ 28,255,543</b>	<b>\$ 31,239,346</b>

# Police

## EXPENDITURES BY CATEGORY



	2013-14 Actual Expense	2014-15 Actual Expense	2015-16 Adopted Budget	2016-17 Adopted Budget
<b>Expense Classification:</b>				
Total Salaries & Benefits	\$ 24,494,179	\$ 25,146,732	\$ 25,432,554	\$ 27,774,660
Total Materials & Services	4,956,531	4,438,563	2,822,989	3,464,686
Total Debt Service	-	-	-	-
<b>Total Source of Funds</b>	<b>\$ 29,450,710</b>	<b>\$ 29,585,295</b>	<b>\$ 28,255,543</b>	<b>\$ 31,239,346</b>

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# Police

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## FY 2016-17 GOALS AND OBJECTIVES

The department's operational goals and the specific objectives they encompass are all geared toward the City Council's goal of maintaining public safety.

- Continue to focus on the core mission of providing front-line law enforcement services to the community.
  - Work to provide quality safety services and traffic enforcement within the limits of available resources.
  - Work closely with regional and federal partners to actively monitor repeat violent offenders, and reduce narcotics sales and distribution in the San Gabriel Valley.
  - Explore opportunities to expand and improve volunteer and reserve programs, to meet department needs and enhance cost effective employment experiences.
- Continue technology investments to improve department efficiency.
  - Explore technologies including fingerprint readers, crime analysis software, and GIS mapping.
  - Fully implement technology improvements including computerized scheduling software, electronic access control, computer based training, and updated mobile computers.
  - Complete the transition from analog radio communications to digital technology utilized by the "Com-Net" East San Gabriel Valley Interagency Communications Interoperability System.
  - Utilize non-General Fund sources to the highest possible degree.
- Maintain current standards of training excellence.
  - Prioritize training needs through the chain of command, determining what is mandatory, vital, and cost-effective.
  - Continue to maximize training reimbursements from Peace Officer Standards and Training (POST) and other agencies.
  - Complete an updated training plan for WCPD personnel.
- Continue to improve the Police Station working environment.
  - Conduct needed repairs and alternative work space changes inside the Police Station.
  - Modernize facilities and improve security in areas including the armory, records, and police parking locations.
- Improve marketability and operations of the West Covina Service Group.
  - Diversify WCSG's technology portfolio, and expand efforts to market the computerized dispatch and records systems, to attract new clients.
  - Explore moving the West Covina Service Group offsite, and using that space to house on-site simulator and force options training equipment.

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# Police

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## FY 2015-16 ACCOMPLISHMENTS

- West Covina police officers work extraordinarily efficiently and effectively. They actively respond to over 150 calls a day. The department continued its focus on front-line law enforcement and crime prevention activities to improve public safety.
- The department successfully expanded recruitment and hiring efforts. In the past year, the department filled over 30 positions, and conducted over 27 recruitments.
- The department expanded its ongoing partnership with the community. The popular Citizen's Academy returned, and a new contact station at the Plaza Mall was completed.
- Completely redesigned websites for the Police Department and West Covina Service Group were unveiled, complete with online services. These computer based services save both residents and staff valuable time. The department also expanded its use of social media (e.g., Facebook, Nixle, and Twitter) to provide our community with up to date information.
- The department added a Sergeant (to help reduce overtime costs), a Communications Manager, and three School Resource Officers (funded by local school districts). These additional position improve internal operations, and expand public safety services offered to the community.
- The department made technology investments to improve efficiency, including a computerized scheduling/payroll system, a field training software system, a computerized desk officer reporting system, and more.
- The Special Enforcement Team (SET) continued to work toward the reduction of the sales and distribution of illegal narcotics, in cooperation with regional and federal partners. Last year, the SET Team seized an estimated \$15,000,000 worth of illegal narcotics.
- The West Covina Service Group (WCSG) provided Dispatch and Records services to about 20 agencies. WCSG contracted with a professional computer consultant to develop a software architecture plan to redesign legacy software products. WCSG also contracted with a professional consultant to develop and implement new marketing strategies, improve business operations and customer service, and increase revenue.
- The department's West Covina Police Volunteers kept costs down by channeling the efforts of dedicated volunteers to perform non-hazardous public safety duties that would otherwise burden field officers, saving approximately \$300,000 last year.

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## Police

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- The department continued its excellent record of obtaining special funds, paying for needed items including patrol vehicles, a specialized mobile forensic lab vehicle, detective and administration vehicles, an armored Bearcat vehicle, vehicle mounted cameras, license plate readers, dispatch communications console equipment, improvements to the Police Station, surveillance supplies, bulletproof vests, and more.



# Police

## 2016-17 SCHEDULE OF POSITIONS

	<u>FY 13-14</u> <u>Adopted</u>	<u>FY 14-15</u> <u>Adopted</u>	<u>FY 15-16</u> <u>Amended</u>	<u>FY 16-17</u> <u>Adopted</u>
<b><u>POLICE DEPARTMENT</u></b>				
Police Chief	1.00	1.00	1.00	1.00
Police Captain	2.00	2.00	2.00	2.00
Police Lieutenant	5.00	5.00	6.00	6.00
Police Sergeant	12.00	12.00	13.00	13.00
Police Corporal	17.00	17.00	16.00	16.00
Police Officer	53.00	56.00	59.00	62.00
<i>Subtotal Sworn</i>	<u>90.00</u>	<u>93.00</u>	<u>97.00</u>	<u>100.00</u>
Police Administrative Services Manager	1.00	1.00	1.00	1.00
Police Records Supervisor	1.00	1.00	1.00	1.00
Criminal Justice Research Analyst	1.00	1.00	1.00	1.00
Senior Administrative Assistant	2.00	2.00	2.00	2.00
Code Enforcement Supervisor	-	-	1.00	1.00
Community Enhancement Coordinator	-	2.00	-	-
Community Enhancement Officer	-	-	1.00	1.00
Administrative Assistant I	1.00	1.00	1.00	1.00
Victim Advocate	1.00	1.00	1.00	1.00
Community Services Officer	12.00	12.00	12.00	12.00
Lead Jailer	-	-	-	1.00
Jailer	6.00	6.00	6.00	5.00
Records Clerk I	6.00	6.00	6.00	6.00
Records Clerk II	4.00	4.00	4.00	4.00
<i>Subtotal Admin Services, Records, Jail</i>	<u>35.00</u>	<u>37.00</u>	<u>37.00</u>	<u>37.00</u>
Software Development Manager	1.00	1.00	1.00	1.00
Senior Software Developer	2.00	2.00	2.00	2.00
Computer Systems Administrator	-	-	-	-
Software Developer	6.00	6.00	6.00	6.00
User Support Specialist	1.00	1.00	1.00	1.00
Computer Services Technician	1.00	1.00	1.00	1.00
<i>Subtotal West Covina Service Group</i>	<u>11.00</u>	<u>11.00</u>	<u>11.00</u>	<u>11.00</u>
Communications Manager	-	-	1.00	1.00
Communications Supervisor	3.00	4.00	4.00	4.00
Public Safety Dispatcher	10.00	10.00	10.00	10.00
Senior Communications Operator	4.00	4.00	4.00	4.00
<i>Subtotal Dispatch</i>	<u>17.00</u>	<u>18.00</u>	<u>19.00</u>	<u>19.00</u>
<b>Total - Police Dept</b>	<b><u>153.00</u></b>	<b><u>159.00</u></b>	<b><u>164.00</u></b>	<b><u>167.00</u></b>

## FIRE DEPARTMENT

**MISSION STATEMENT:** To provide the highest level of life and property safety in a caring and cost effective manner, and to continually strive to provide quality customer service for the community, the City, and to one another.

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**T**he Fire Department is comprised of a combination of dedicated career firefighters and civilian staff. The members of the department take extreme pride in serving the citizens and visitors with the utmost respect and compassion. The City's firefighters are highly competent in performing firefighting, rescue, and emergency medical services.

Utilizing resources provided by the City, firefighters make every last effort to:

- Respond quickly;
- Treat people with respect and dignity;
- Utilize experience and training to assist in the "most appropriate" manner; and
- Look for additional opportunities to make the community "safer."

From the period of January 1, 2015 to December 31, 2015, the department responded to a total of 15,610 unit responses. These responses were for 8,808 reported emergency incidents. Emergency responses included 6,492 calls for medical assistance, 1,693 calls for public assistance, 115 hazardous conditions, 325 false alarms, 28 other type calls, and 155 fires, unfortunately, resulting in 4 civilian injuries and a total fire loss for the 12-month period of \$2,206,899. However, \$15,014,139 in property was saved by the prompt and professional actions of Fire department members. The average response time to all incidents was 5 minutes and 18 seconds. Forty-three firefighter injuries were reported from all causes during the year with 12 leading to some level of medical treatment.

Listed below are the five fire stations, which serve the City of West Covina:

- Station No. 1  
819 S. Sunset Avenue
  - Station No. 2  
2441 E. Cortez Avenue
  - Station No. 3  
1433 W. Puente Avenue
  - Station No. 4  
1815 S. Azusa Avenue
  - Station No. 5  
2650 E. Shadow Oak Drive
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# Fire

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## **Fire Prevention/Fire Marshal**

- The Fire Chief, currently serving as the Fire Marshal and his support staff is tasked with managing and enforcing all City of West Covina fire codes and ordinances, and providing these services in a timely manner is critical. The Fire Prevention Bureau uses consultants to review building plans to ensure proposed designs meet contemporary fire codes. Inspecting occupancies during the various stages of construction is a critical component of ensuring that fire and life safety systems are adequate.
- The Fire Chief and his prevention staff currently manages the annual inspections of all existing business and commercial occupancies within the City. Fire prevention personnel coordinate with the City's building, planning, and community development departments to ensure all planned developments meet fire code standards and that all educational occupancies are designed with life safety as the primary concern. Fire prevention staff inspects fire sprinkler systems, fire alarm systems, hazardous storage, and ensures that fire exits, emergency lighting, means of egress and extinguishing equipment are provided and maintained. Fire prevention personnel spend a great deal of time assisting private developers with various fire code compliance options in the design and construction of fire safe buildings. The services provided to contractors and developers are designed to be cost effective for the City and businesses. In fiscal year 2015-16, these services provided revenue in the amount of approximately \$200,000.

## **Operations**

The Assistant Chief overseeing this functional area is responsible for all emergency operations, facility/equipment repair and maintenance for the Fire Department. In addition, the Operations Assistant Chief provides oversight for purchasing, and acts as a liaison for Dispatching/Communications and Automatic/Mutual aid contracts and operations. Through support and deployment, operations personnel are committed to maintaining the functional capabilities of the department.

- Fire and Emergency Operations – This is the core of the department's fire and life safety protection services. Emergency operations are currently delivered 24 hours a day, 365 days a year, by five paramedic-assessment fire engine companies, one paramedic assessment truck company, three paramedic ambulances, and one assistant fire chief. This service level will be supplemented during Fiscal Year 2016-17 with the continuation of a 2013 Federal SAFER (Staffing for Adequate Fire and Emergency Response) grant. This grant will continue to fund thirteen firefighter/paramedics for the entire 2016-17 Fiscal Year. These professional and highly skilled firefighters are cross-trained to respond to medical emergencies, fires of all types and sizes, transportation accidents, hazardous materials spills, and other

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# Fire

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emergency service calls. Emergency personnel respond quickly and are able to mitigate and solve the problem effectively regardless of the nature of the emergency. West Covina's firefighters consistently provide high quality customer service.

The City's firefighters utilize aggressive interior-attack firefighting to control fires quickly and increase the life safety of trapped occupants whenever possible. Using a deployment of firefighting resources, the community experiences a relatively low annual fire loss. In addition to medical emergencies and fires, the department annually responds to more than 2100 additional calls for service ranging from infants locked in vehicles, chemical and product spills, inadvertent fire alarm activations, and responses to assist in adjacent communities through Automatic and Mutual Aid agreements.

- Paramedic Ambulance Services – Approximately 74 percent of the department's activity is directed towards emergency medical services. The department delivers extremely high-level advanced life support medical treatment. The department assists approximately 6,000 patients each year. About one half of these individuals are in severe medical distress and require paramedic level care. On an annual basis, approximately 4,000 patients are transported to area hospitals in one of the three fire department ambulances, and are assessed fees for medical treatment and transportation services. Staff oversees ambulance billing and EMS training for the City's firefighters. EMS quality assurance is ensured through periodic quality control audits. A nurse educator is provided on contract from UCLA, and provides continuing education training to all Emergency Medical Technicians and paramedic personnel. City paramedics are trained to the highest standards and are participating in several new cutting-edge life-saving skills that the County of Los Angeles EMS Agency has implemented.
- The Operations Assistant Chief is also responsible for overseeing the department's fire investigation unit. Trained fire investigators work diligently to identify the cause and origin of fires in the City. They work closely with detectives from the Police Department to identify, arrest, and prosecute arson suspects.

## **Administration**

In an effort to provide appropriate leadership, management, and standard operating procedures, an assistant fire chief is responsible for overseeing all personnel related functions. The following are included in these functions:

- Personnel - The Administrative Assistant Chief oversees all personnel related issues within the department. These duties include staffing, recruiting, promotional examination development and administration, Standard Operating Procedure review, Firefighter Health and Wellness as well as the department's liaison with the City's Human Resources Department. The Administrative Assistant Chief also oversees all

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# Fire

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department volunteer programs, such as the Fire Explorer Program, RSVP-Retired Senior Volunteer Program, and CERT- Citizen Emergency Response Team.

Other duties include:

- Emergency Preparedness - Fiscal challenges have reduced the dedication of resources for emergency planning. This program is now an ancillary function for fire administration staff, as needed or required. All firefighters receive specialized first-responder training for response to natural disasters and terrorism incidents. The Administrative Assistant Chief ensures that all City personnel are trained to respond as a cohesive unit if required in case a large scale disaster were to effect the City of West Covina and its citizens.
- Public Education – The department works with the community to provide fire and life safety education. Firefighters provide demonstrations and offers tours to local schools and groups. The department encourages community participation and involvement and uses events like Fire Prevention Week, Every 15 Minutes, Hands-only CPR, and the Red Ribbon Rally to educate the residents about fire and life safety and drowning prevention.

## Training

The department remains committed to providing training and professional development opportunities for first responders that are in-line with the delivery of state-of-the-art fire suppression, rescue, and property conservation services. The Training Assistant Chief coordinates department training activities and oversees all aspects of the following:

- Recruit Training – Newly hired firefighters attend a multi-week training academy to ensure they are trained to the highest level, and that their training and abilities are adequate to be assigned to an engine and/or paramedic company and blend in and work seamlessly with the veteran firefighters. After recruits complete their initial training they are placed on a one (1) year probationary period in which they are continually trained and tested to build on their initial training.
- Department Training – Frequent quality training allows the City’s firefighters to remain prepared to respond to various emergencies. Department members receive all mandated training through in-house manipulative and classroom drills, formalized workshops and seminars, and train-the-trainer academies. City firefighters pride themselves on building realistic props for training, and conducting pre-fire planning on City buildings and target hazards. Annual training covers all aspects of the firefighter’s job to ensure each member maintains a constant, high level of readiness to respond to any potential emergency situation.

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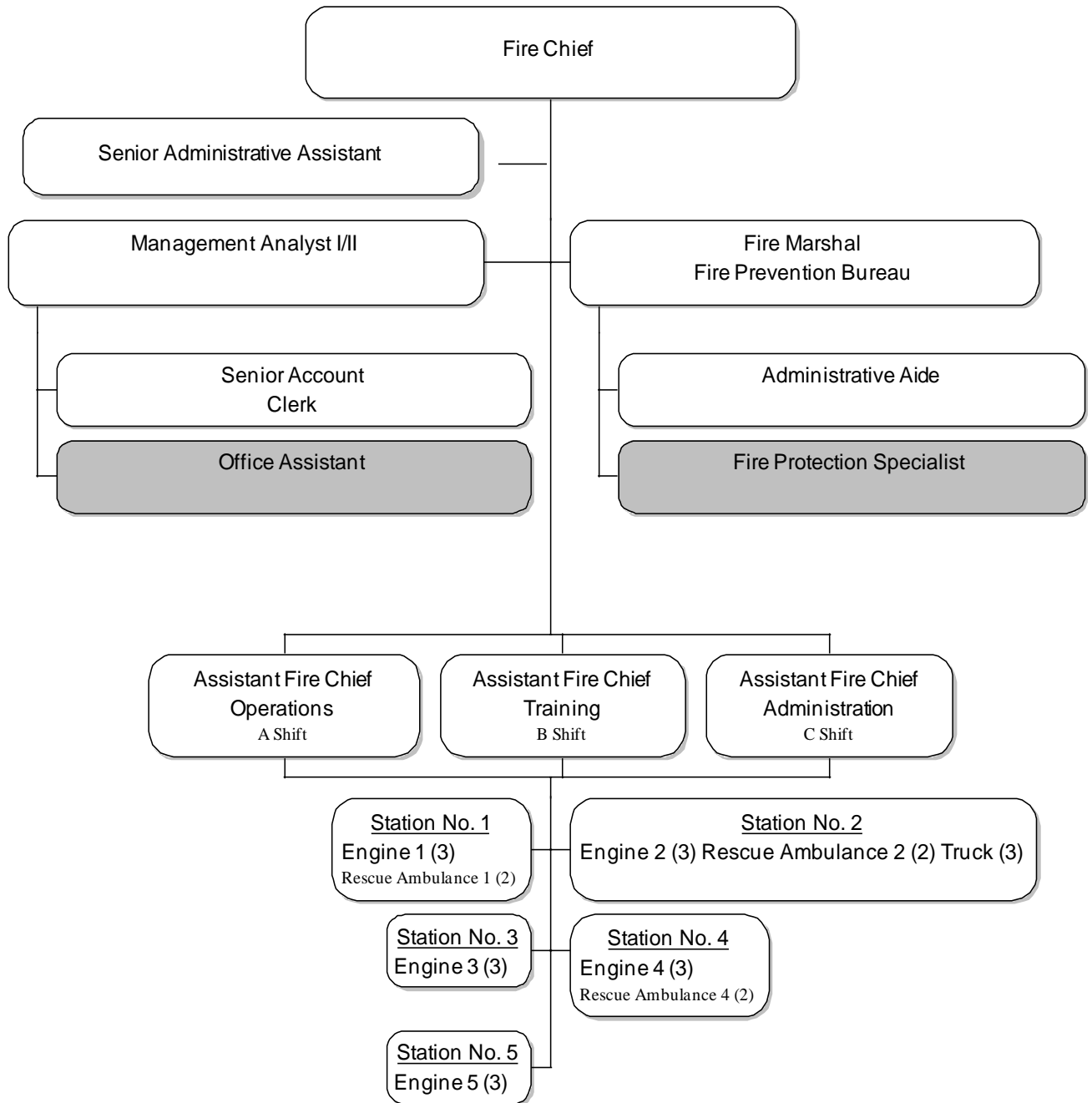
## Fire

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- The Training/Support Assistant Chief's duties also include the monitoring of all department member's California Department of Motor Vehicle requirements and records, annual training mandates and educational mandates.
- The Training/Support Services also currently oversees all aspects of the maintenance and repair of the entire fire department fleet.

# Fire

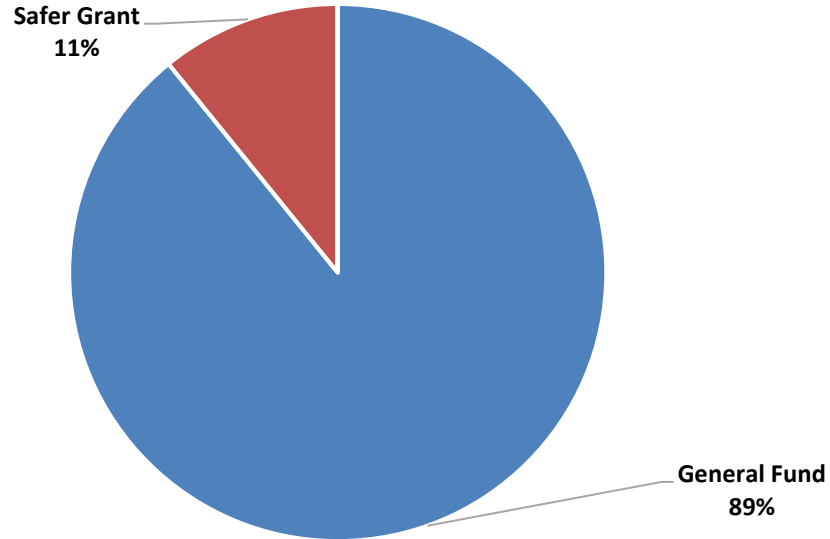
## Organizational Chart by Position



\*Shading denotes part time staff

# Fire

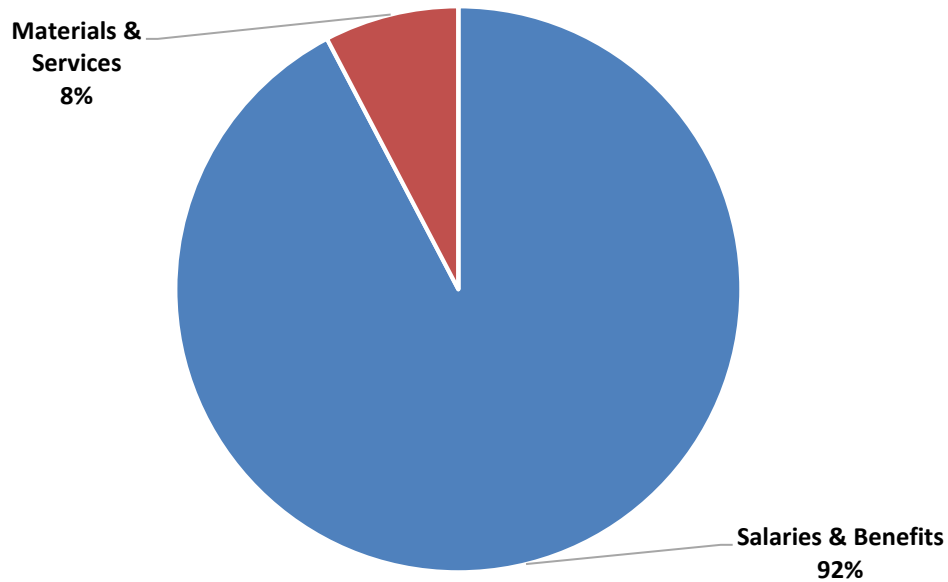
## EXPENDITURES BY FUNDING SOURCE



	2013-14 Actual Expense	2014-15 Actual Expense	2015-16 Adopted Budget	2016-17 Adopted Budget
<b>Source of Funds:</b>				
General Fund	\$ 16,008,057	\$ 16,658,864	\$ 15,749,300	\$ 15,723,539
Safer Grant	-	1,050,144	1,706,255	1,912,227
Fire Training	10,286	14,936	37,550	-
Homeland Security Grant	-	12,934	-	-
Self Insurance General Auto/Liability	6,903	-	-	-
Self Insurance Workers' Compensation	341,835	-	-	-
<b>Total Source of Funds</b>	<b>\$ 16,367,081</b>	<b>\$ 17,736,878</b>	<b>\$ 17,493,105</b>	<b>\$ 17,635,766</b>



## EXPENDITURES BY CATEGORY



	2013-14 Actual Expense	2014-15 Actual Expense	2015-16 Adopted Budget	2016-17 Adopted Budget
<b>Expense Classification:</b>				
Total Salaries & Benefits	\$ 14,773,539	\$ 16,413,939	\$ 16,091,829	\$ 16,279,891
Total Materials & Services	1,593,542	1,322,939	1,401,276	1,355,875
Total Debt Service	-	-	-	-
<b>Total Source of Funds</b>	<b>\$ 16,367,081</b>	<b>\$ 17,736,878</b>	<b>\$ 17,493,105</b>	<b>\$ 17,635,766</b>

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# Fire

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## FY 2015-2016 ACCOMPLISHMENTS

- In concert with the City's Core Values, provided "exceptional" customer service by quickly responding to citizen's requests for assistance with appropriate resources. Placed customer service questionnaire on department website to allow for easier citizen feedback regarding our services.
- Ordered 2 new fire engines and a new "Quint" ladder truck to replace older department fire apparatus.
- Continue administration of 2013 Federal SAFER grant to supplement staffing that had been reduced due to budget constraints.
- Continued administration of a State Homeland Security Grant funding for the replacement of VHF radio communication equipment. These devices have greatly enhance fireground communications within the City and on Mutual Aid assignments.
- Trained all firefighters in fireground survival techniques to allow them to operate in hazardous conditions more safely.
- Continued to work with the West Covina Service Group to transition to "Inventory Dispatching" to improve the efficiency of Computer Aided Dispatch.
- The Fire Prevention Bureau maintained a reasonable amount of fire and life safety throughout the community with minimal impact on the General Fund. Cost recovery is able to provide for the sustainment of this division.
- Provided consistent investigations to determine the fire origin and cause. Provided informative data to assist with fire code violations, criminal filings, and felony convictions.
- Conducted "Sidewalk CPR" training for City employees in conjunction with the Los Angeles County Department of Health Services.
- Initiated cell phone pairing to department monitor/defibrillators to transmit data to emergency room doctors prior to patient arrival at specialty receiving hospitals.
- Initiated transition to electronic documentation of reports.
- Installed CPR modules in the department's heart monitors/defibrillators in order to capture data on CPR quality.

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## Fire

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- Fire Department secured a new Medical Director to enhance the quality of prehospital care by providing medical expertise in Emergency Medical Services.

### **FY 2016-2017 GOALS AND OBJECTIVES**

- Purchase 4 new ZOLL Monitor/Defibrillators for Rescue Ambulances.
- Continue/Expand our collaborative partnership with Citrus Valley Health Partners to potentially assist in the purchase of additional Monitor/Defibrillators and identify ways to provide an increased level of service to the citizens of West Covina.
- Collaborate with the City's Finance Department to identify alternative funding and cost recovery sources to reduce the department's impact on the General Fund.
- Place new fire apparatus into service.
- Explore the feasibility to establish an Ambulance Operator program within the Fire Department to not only assist in emergency patient transportation but also enable the department to recover costs through providing inter-facility transportation services to local hospitals.
- Ensure that all emergency response personnel receive mandated training opportunities to maintain continued technical competency and professional development.
- Evaluate and recommend alternate staffing models that can maximize the use of available funding.
- Continue involvement in the UCLA Research CPR project which has proven to double or triple survival of cardiac arrest.
- Continue implementation of a joint powers agreement with the 30 fire departments in Los Angeles County for the delivery of safe, consistent, and unified fire service training, also known as SMART Classroom.
- Improve emergency response and communications by increasing the capabilities of mobile computers in fire department vehicles.
- Evaluate and monitor the ambulance delivery system through continued education, quality assurance, and effective cost recovery.
- Continue implementation of electronic patient care reports for emergency medical patients to increase effectiveness and cost recovery.

# Fire

- In our continued effort to maintain a “business friendly” status, provide for the timely, fair, and consistent application of inspection services and code enforcement with a philosophy of extreme customer service.
- Continue to promote public education opportunities within the city by providing life safety programs to local schools, community groups, and residents.
- Actively investigate fire causes to determine the area of origin. Refer suspicious fires to the police department to determine whether the crime of arson has occurred.
- Develop alternative Fire Department deployment models in anticipation of the 2013 SAFER grant expiring.

## 2016-17 SCHEDULE OF POSITIONS

	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
	<u>Adopted</u>	<u>Adopted</u>	<u>Amended</u>	<u>Adopted</u>
<b><u>FIRE DEPARTMENT</u></b>				
Fire Chief	1.00	1.00	1.00	1.00
Assistant Fire Chief	3.00	3.00	3.00	3.00
Assistant Fire Chief / Fire Marshal	-	1.00	1.00	-
Fire Captain	15.00	18.00	18.00	18.00
Fire Engineer	15.00	18.00	18.00	18.00
Firefighter / Paramedic	32.00	36.00	35.00	35.00
Firefighter	1.00	3.00	1.00	1.00
<i>Subtotal Sworn</i>	<u>67.00</u>	<u>80.00</u>	<u>77.00</u>	<u>76.00</u>
Fire Marshal	-	-	-	1.00
Deputy Fire Marshal	1.00	1.00	1.00	-
Management Analyst I/ II	-	-	-	1.00
Senior Administrative Assistant	1.00	1.00	1.00	1.00
Administrative Aide	-	-	-	1.00
Senior Account Clerk	1.00	1.00	1.00	1.00
<i>Subtotal Non Sworn</i>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>5.00</u>
<b>Total - Fire Dept</b>	<b><u>70.00</u></b>	<b><u>83.00</u></b>	<b><u>80.00</u></b>	<b><u>81.00</u></b>

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# Public Works

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## PUBLIC WORKS DEPARTMENT

**MISSION STATEMENT:** To provide the public with the highest level of service in the construction and maintenance of City infrastructure and construction development services to the community.

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**T**he Public Works Department consists of three divisions: building, engineering, and maintenance services. Together, the divisions provide building plan review and inspections; development services; design and construction of capital improvements; and maintenance of City infrastructure, buildings, and facilities.

### **Administration**

The administrative personnel assist in planning, coordinating, and supervising the activities of the three divisions as well as providing administrative support to all sections of the department. Primary tasks include monitoring budget activity, overseeing the City's Capital Improvement Program (CIP), managing grant funding/activities, overseeing service contracts and administering the street sweeping, graffiti removal, franchise waste collection and waste management enforcement contracts.

### **Building Division**

The Building Division is mainly responsible for implementation and enforcement of City and State codes relating to the construction, remodeling, alteration, repair and demolition of buildings and structures located within the City, to ensure that they are built to minimum standards to safeguard life, health, property and public welfare. This is accomplished through a comprehensive plan review, permit issuance and building construction inspection process. The division consists of the Building & Safety and Building Construction Sections.

### **Engineering Division**

The Engineering Division is responsible for the design, construction, inspection, and administration of CIP projects; review of subdivision and development projects; traffic safety; assessment engineering; and sewer and storm water compliance. It is divided into two sections: Engineering Services and Traffic and Lighting Services.

The Engineering Services Section prepares plans, specifications, estimates, and provides field inspections for all CIP projects. This section ensures that private developments conform to Conditions of Approval approved by the Planning Commission and City Council, and adopted City standards through comprehensive plan review and inspections. In addition, this section maintains city mapping and processes assessment district renewals for street lighting, landscaping, and sewers.

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## Public Works

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In an effort to maintain optimal traffic flow and safety throughout the City, the Traffic and Lighting Section performs traffic safety studies and warrant analyses; designs traffic signals; and reviews street lighting designs on private development projects. It also maintains and enhances computer operations for both engineering activities and the City's computerized traffic signal control system.

### **Maintenance Division**

This division is responsible for the operations and maintenance of City infrastructure, buildings and facilities. The division is divided into five sections: Streets and Sewer, Parks Maintenance, Equipment Maintenance, Environmental Services, and Electronics Maintenance.

The Street and Sewer section repairs and maintains streets, sidewalks, traffic signals, lighting, and sewer and storm drain system. It provides street sign fabrication and installation, contract administration for the street sweeping program, and assists other City departments with various projects.

The Park Maintenance Section provides contract administration for the maintenance of park facilities, landscaped and natural open spaces, landscaping street medians, street trees, and Civic Center open areas. It also provides water conservation services and janitorial/building maintenance for all City buildings, including park restrooms and recreation facilities.

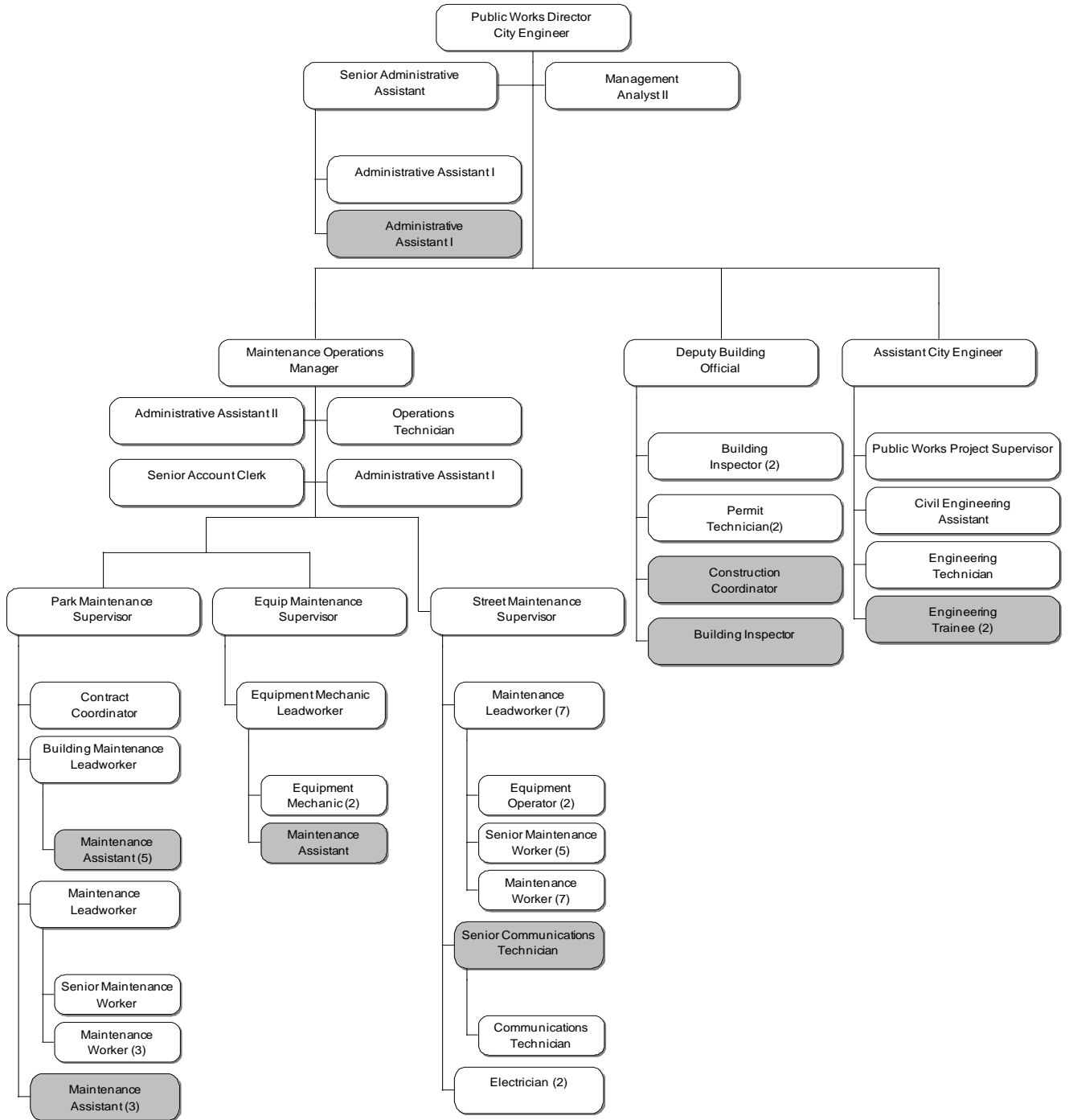
The Equipment Maintenance Section oversees purchasing and maintenance of all City vehicles and equipment, maintains and oversees the City's fueling system, and manages storage and disposal of hazardous materials.

The Electronics Maintenance Section is responsible for the maintenance of all City-owned electronic communications equipment and telephone systems. This includes radios, public address systems, closed circuit TV's, alarms, safety vehicle emergency lighting, sirens, and other electronic-mechanical systems.

The Environmental Services Section promotes waste reduction, reuse, and recycling through programs such as Clean Up Saturdays, Christmas tree recycling, Earth Day, Arbor Day, America Recycles Day, beverage container recycling/litter reduction, used oil/oil filter recycling, bi-monthly electronic waste collections, "sharps" container collection, and annual household hazardous waste roundups. They also provide assistance to residents and businesses regarding waste collection and the low-income senior citizen discount program.

# Public Works

## Organizational Chart by Position

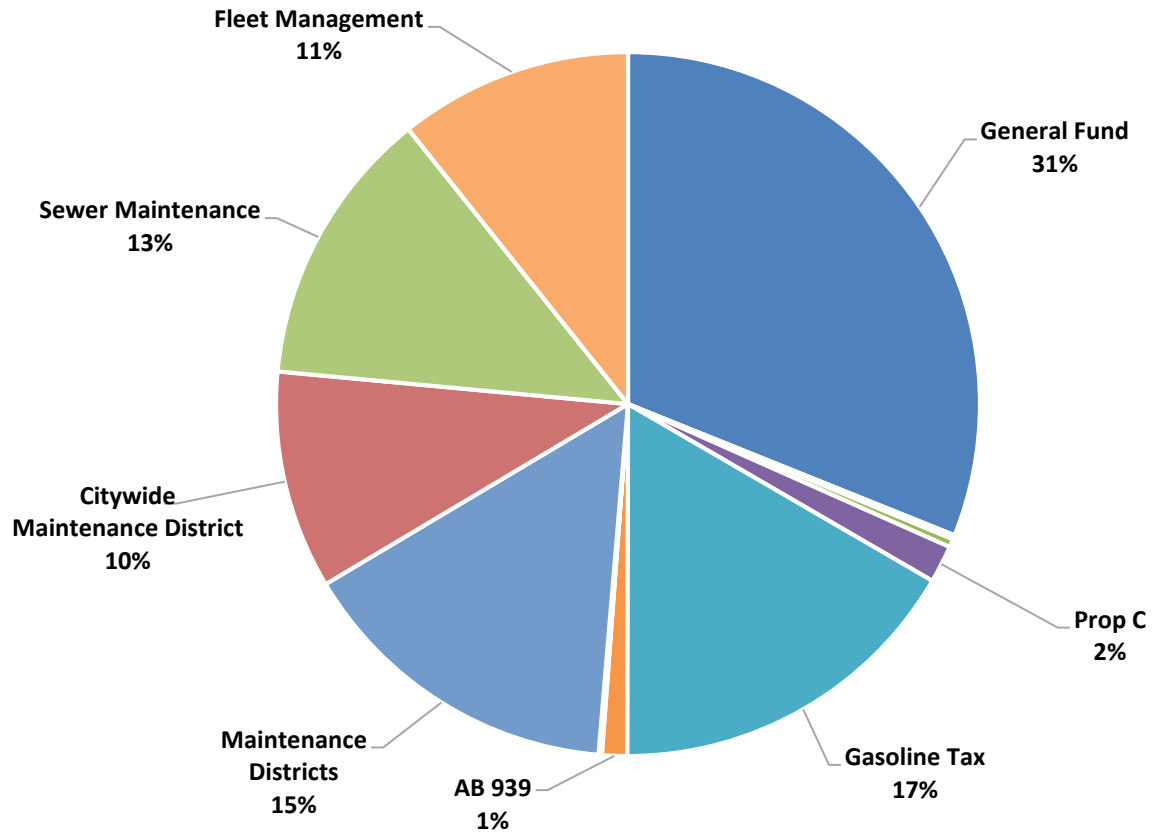


\*Shading denotes part time staff



# Public Works

## EXPENDITURES BY FUNDING SOURCE



Other Public Works fund sources not identified on the above chart:

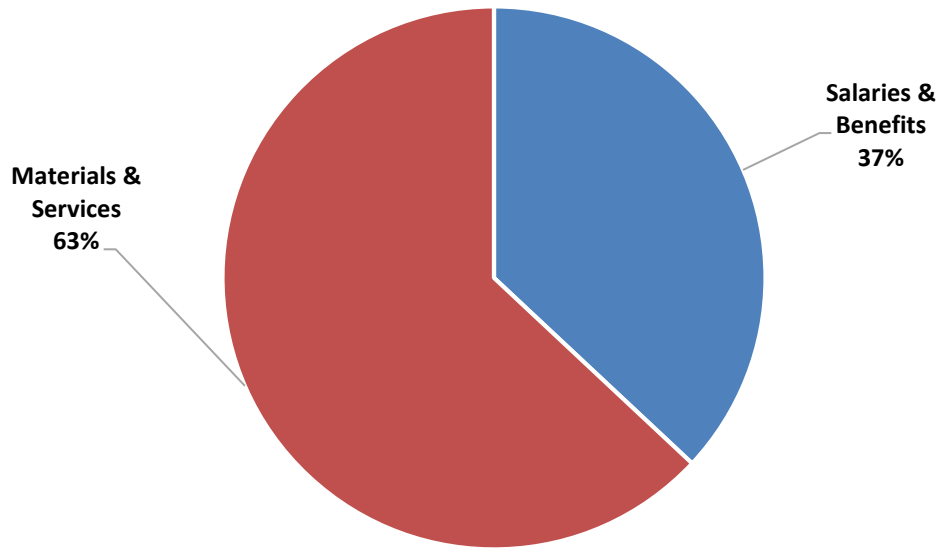
Fund Name	Funding Percent
Air Quality Improvement Trust	<1%
Community Development Block Grant	<1%
Integrated Waste Management	<1%
L.A. County Park Bond	<1%
Waste Management Enforcement Grant	<1%
Used Oil Block Grant	<1%
C.R.V. Recycling Grant	<1%
Construction Tax	<1%
Vehicle Replacement	<1%

# Public Works

	2013-14 Actual Expense	2014-15 Actual Expense	2015-16 Adopted Budget	2016-17 Adopted Budget
<b>Source of Funds:</b>				
General Fund	\$ 4,248,554	\$ 4,117,700	\$ 4,897,057	\$ 4,586,266
Air Quality Improvement Trust	24,475	13,566	23,280	29,577
Integrated Waste Management	46,951	54,623	85,180	55,342
Prop C	150,295	134,464	194,217	253,614
Gasoline Tax	1,604,701	1,658,546	2,214,576	2,458,779
AB 939	167,236	138,483	142,643	169,089
Community Development Block Grant	80,799	13,240	16,462	5,000
L.A. County Park Bond	-	-	35,315	-
Waste Management Enforcement Grant	15,761	6,900	15,760	15,760
Used Oil Block Grant	30,933	24,582	21,547	-
C.R.V. Recycling Grant	21,510	5,808	29,980	-
Construction Tax	5,564	8,743	10,275	1,864
Maintenance Districts	1,764,756	1,621,869	1,932,781	2,230,020
Citywide Maintenance District	1,307,029	1,402,109	1,528,008	1,479,858
Sewer Maintenance	2,349,975	2,210,511	1,956,782	1,888,103
Self Insurance General Auto/Liability	15,368	-	-	-
Self Insurance Workers' Compensation	62,720	-	-	-
Fleet Management	1,711,670	1,454,695	1,620,302	1,582,610
Vehicle Replacement	60,077	12,608	-	-
<b>Total Source of Funds</b>	<b>\$ 13,668,374</b>	<b>\$ 12,878,447</b>	<b>\$ 14,724,165</b>	<b>\$ 14,755,882</b>

# Public Works

## EXPENDITURES BY CATEGORY



	2013-14 Actual Expense	2014-15 Actual Expense	2015-16 Adopted Budget	2016-17 Adopted Budget
<b>Expense Classification:</b>				
Total Salaries & Benefits	\$ 4,989,263	\$ 4,584,571	\$ 5,395,604	\$ 5,456,215
Total Materials & Services	8,679,111	8,293,876	9,328,561	9,299,667
Total Debt Service	-	-	-	-
<b>Total Source of Funds</b>	<b>\$ 13,668,374</b>	<b>\$ 12,878,447</b>	<b>\$ 14,724,165</b>	<b>\$ 14,755,882</b>

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# Public Works

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## FY 2016-17 GOALS AND OBJECTIVES

- Oversee development and implementation of the City's five-year Capital Improvement Program (CIP) projects.
- Complete construction of Orangewood Park Soccer Complex Improvements.
- Complete final design of Glendora Avenue Complete Streets Reconfiguration Project.
- Continue to evaluate and implement reorganization of the Public Works Department.
- Develop and implement a Citywide Vehicle Replacement Program and Fleet Management System.
- Maintain Citywide street network Pavement Condition Index (PCI) of 77.
- Coordinate City's water conservation efforts to comply with the recently adopted emergency water regulations.
- Oversee department operations to ensure essential services are provided and the City's infrastructure is maintained.
- Provide high level of customer service to other City departments, residents, and businesses in the City.
- Research grant opportunities to fund street, park, landscape, safety, conservation, and environmental programs/projects as well as alternative fuel vehicles and fueling stations.
- Manage and monitor Air Quality Management District (AB2766) subvention funds and Local Enforcement Agency Grant and compliance services.
- Compile and submit Annual Rule 2202 Air Quality Improvement Program compliance Registration Form to AQMD.
- Submit application for Tree City USA Recertification.
- Develop new handouts and policies to assist the public in understanding building code requirements and permitting process.
- Prepare plans and specifications for the major streets and residential streets rehabilitation; and curb and gutter and sidewalk replacement programs.

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## Public Works

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- Coordinate with Caltrans to assure that the impact to the residents and adjacent commercial properties is minimized during the construction of the I-10 Freeway HOV lane.
- Maintain two-week plan check turn-around and next-day inspection schedule, and monitor plan check log.
- Conduct field inspections for private developments and CIP projects.
- Improve quality of service for Public Safety fleet maintenance.
- Repair 20 sewer manholes, repair 20 sewer mainline locations, clean 150 miles of sewer main line locations, inspect 50 miles of sewer mainlines, repair lifted sidewalks in two (2) grids, pavement striping of streets citywide in one (1) grid and install 18 storm drain screens.
- Continue the used oil and used oil filter recycling program. Encourage do-it-yourself residents to participate in recycling their used oil and filters in an environmentally friendly way.
- Continue to promote and educate residents about the CRV, Sharps collection, and low-income senior citizen discount waste collection programs.
- Expand the Big Belly Solar trash compactors at high pedestrian traffic areas in the City.

### **FY 2015-16 ACCOMPLISHMENTS**

- Obtained EA 23 Local Enforcement Agency Grant, totaling \$15,753, from CalRecycle for the solid waste permit and inspection program for the BKK Landfill.
- Applied for and received “Tree City USA” recertification for the 34th consecutive year.
- Awarded a \$50,000 sustainable watershed grant as the 2015 winner of The San Gabriel Valley Water Smart City Challenge.
- Awarded \$54,199 from SCAQMD (South Coast Air Quality Management District) for matching grant funds to install new and replace/upgrade existing electric vehicle charging stations.
- Coordinated the 34<sup>th</sup> annual Arbor Day celebration and Earth Day Event with the assistance of West Covina Beautiful held at Cortez Park.
- Issued over 3,300 permits for private construction and development.

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## Public Works

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- Provided plan review and inspection services for construction activities in the City with over \$85 million valuation including residential and commercial remodels and additions; residential tract developments by City Ventures, Taylor Morrison, KB Homes and MBK Homes; Prosperity Business Park; The Colony at the Lakes; and commercial center at 4141 Nogales consisting of 3 retail/office buildings.
- Completed inspections and issued Certificates of Occupancy to over 50 new homes for various residential tract developments.
- Oversaw development of tenant spaces at Plaza West Covina for DXL, Cotton on Kids, RUE 21, Gen BBQ and various smaller retail establishments, Galbi Korean BBQ at Eastland Center, and façade renovations of Grand Creek Plaza.
- Conducted expedited plan reviews and inspection services for more than 500 solar photovoltaic systems to promote energy efficiency.
- Provide in-house plan review services and saved approximately \$140,000 in consultant fees.
- Completed design and inspection of 14 capital improvement projects at a combined cost of about \$6 million. The projects consisted of rehabilitating 7 miles of major and residential roadways, including replacement/repair of sidewalk and curb and gutter, upgrading of curb access ramps, striping, construction of Veterans Memorial, and installation of inclusive playground at Cameron Park.
- Implemented and managed all ongoing National Pollutant Discharge Elimination System (NPDES) and Sanitary Sewer Management Plan (SSMP) requirements.
- Continued to comply with the State Water Resources Control Board requirements to monitor and manage the Sewer System Management Plan (SSMP) and Sanitary Sewer Overflow program.
- Completed several traffic volume and speed studies, needed to complete evaluation of vehicular and pedestrian safety issues, and several surveys to establish restricted parking zones as requested by residents.
- Reviewed traffic studies for various developments to determine impact from vehicular traffic generated by new developments on existing facilities.
- Continued to coordinate with Los Angeles County Department of Public Works on the Traffic System Management program to implement MTA's Intelligent Transportation Systems for regional arterials to improve traffic flow and enhance arterial capacity in a cost effective way.

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## Public Works

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- Coordinated with Los Angeles County Department of Public Works on the repairs to three of the City owned bridges across Walnut Creek Wash, and modifications to the shared traffic signal at Badillo Street and Orange Avenue.
- Received over 3,000 residential service requests for issues such as potholes, tree maintenance, raised sidewalks, graffiti, trash service, and sewer issues.
- Repaired 10 sewer manholes, repaired 10 sewer mainline locations, cleaned 150 miles of sewer main lines, inspected 50 miles of sewer main lines, repaired damaged asphalt at major intersections, repaired lifted sidewalk in one (1) grid, and cleaned 850 storm drain catch basins diverting debris from entering into the Los Angeles County wash.
- Obtained Used Oil Payment Program Grant from CalRecycle. Funds were expended to educate and promote used oil and used oil filter recycling.
- Collected over 800 pounds of Sharps containers and 58,900 pounds of electronic waste.
- Approved, renewed, and processed over 720 low-income senior citizen waste collection discount applications.

# Public Works

## 2016-17 SCHEDULE OF POSITIONS

	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
	<u>Adopted</u>	<u>Adopted</u>	<u>Amended</u>	<u>Adopted</u>
<b><u>PUBLIC WORKS DEPARTMENT</u></b>				
Public Works Director / City Engineer	1.00	1.00	1.00	1.00
Assistant City Engineer	-	-	-	1.00
Management Analyst I / II	1.00	1.00	1.00	1.00
Senior Administrative Assistant	1.00	1.00	1.00	1.00
Administrative Assistant I	1.00	-	1.00	1.00
Office Assistant II	1.00	1.00	-	-
<i>Subtotal Administration</i>	<u>5.00</u>	<u>4.00</u>	<u>4.00</u>	<u>5.00</u>
Deputy Building Official	1.00	1.00	1.00	1.00
Public Works Project Supervisor	1.00	-	-	-
Code Enforcement Coordinator	1.00	-	-	-
Building Inspector	2.00	2.00	2.00	2.00
Building Permit Technician	2.00	2.00	2.00	2.00
<i>Subtotal Building</i>	<u>7.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>
Public Works Project Supervisor	-	-	1.00	1.00
Civil Engineering Associate	2.00	2.00	1.00	-
Civil Engineering Assistant	1.00	1.00	1.00	1.00
Engineering Technician	1.00	1.00	1.00	1.00
<i>Subtotal Engineering</i>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>3.00</u>
Maintenance Operations Manager	1.00	1.00	1.00	1.00
Equipment Maintenance Supervisor	1.00	1.00	1.00	1.00
Park Maintenance Supervisor	1.00	1.00	1.00	1.00
Street Maintenance Supervisor	-	1.00	1.00	1.00
Building Maintenance Leadworker	1.00	1.00	1.00	1.00
Electrician II	2.00	2.00	2.00	2.00
Equipment Mechanic Leadworker	1.00	1.00	1.00	1.00
Equipment Mechanic II	2.00	2.00	2.00	2.00
Equipment Operator	2.00	2.00	2.00	2.00
Maintenance Leadworker	8.00	8.00	8.00	8.00
Senior Maintenance Worker	5.00	6.00	6.00	6.00
Maintenance Worker I / II / III	12.00	10.00	10.00	10.00
Senior Administrative Assistant	1.00	1.00	-	-
Administrative Assistant II	-	-	1.00	1.00
Administrative Assistant I	-	1.00	1.00	1.00
Administrative Aide	1.00	1.00	1.00	-
Account Clerk	1.00	1.00	-	-
Senior Account Clerk	-	-	1.00	1.00
Contract Coordinator	1.00	1.00	1.00	1.00
Office Assistant II	1.00	-	-	-
Operations Technician	1.00	1.00	1.00	1.00
Street Section Coordinator	1.00	-	-	-
Communications Technician	1.00	1.00	1.00	1.00
<i>Subtotal Maintenance</i>	<u>44.00</u>	<u>43.00</u>	<u>43.00</u>	<u>42.00</u>
<b>Total - Public Works Dept</b>	<b><u>60.00</u></b>	<b><u>56.00</u></b>	<b><u>56.00</u></b>	<b><u>55.00</u></b>



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# Community Services

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## COMMUNITY SERVICES DEPARTMENT

**MISSION STATEMENT:** To create community and enhance the quality of life in West Covina through people, facilities, programs, and partnerships.

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**T**he Community Services Department provides a variety of social and recreational programming for the benefit of the community.

Department staff is responsible for planning, developing, coordinating, and implementing a variety of leisure activities, including: youth and adult sports; senior services; aquatic programs; equestrian activities; educational, fitness, cultural, dance and art classes; nature programs; child-care programs; Go West shuttle and dial-a-ride services; and a variety of family, cultural, and community events that promote the quality of life in West Covina.

The Community Services Department operates one nature center, one senior center, three licensed day cares, one licensed preschool, two community centers, one aquatic center, one equestrian center, one splash pad, one skate park, one roller hockey center, and ten athletic facilities, as well as the Big League Dreams complex via contract.

The department also hosts numerous special events each year to celebrate the community's diverse culture, holidays, youth and senior populations, summer vacations, and sports league openings. In addition, the City also partners with community-based organizations to provide many more special events.

This year, the City will participate in over 70 community events and 23 events in partnership with other organizations and service groups:

- City Sponsored (Partial Listing)
  - Independence Day Celebration
  - Egg Celebration
  - Ghoster Park
  - Breakfast With Santa
  - Summer Concert Series
  - Movies in the Park
  - 90+ Birthday Celebration @ Senior Center
  - Senior Center Prom
  - Food Truck Festival
  - Community Service Volunteerism Day
  - Memorial & Veterans' Day
  - Dog Spooktacular

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## Community Services

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- City Co-Sponsored (Partial Listing)
  - Martin Luther King, Jr. Birthday
  - Cherry Blossom Festival
  - Lions Club Night on the Town
  - Red Ribbon Rally
  - Relay for Life
  - West Covina Day at the Fair
  - Tree Lighting Ceremony @ Plaza West Covina

The department also provides the general administration to direct, oversee, and support all operations of the department, including:

- Development and monitoring of the department budget.
- Oversight and administration of AB 2404 (Gender Equity) compliance throughout department programs and affiliated athletic groups.
- Production of the *Community Recreation Guide*.
- Involvement in localized and regional homeless services advocacy organizations.
- Providing support to Community and Senior Services Commission.

Grant management programs are also assigned to the department and include the administration of the Community Development Block Grant (CDBG), the Area Agency on Aging Grant for senior meals, Summer Food Service Program, County Park Bond Grant Program, Proposition A and C as well as Measure R Local Return funds, and the department pursues competitive grants in community service areas.

In an effort to raise funds for the community's benefit, the department also manages a 501(c) 3 non-profit called the West Covina Community Services Foundation that allows the opportunity for residents and businesses to make donations to offset the costs of the various community events and miscellaneous operations of the City facilities.

The department acts as a liaison to various community organizations:

- Community Service Group – Comprised of numerous civic groups, non-profit organizations, and businesses, this coordinating council fosters community involvement and partnerships that create civic participation opportunities for the overall improvement of the community.
- Sports Council - Comprised of eight (8) volunteer youth sports organizations including: football/cheer, softball, basketball, soccer, and four baseball leagues. This council coordinates the use of City facilities for youth sports and provides recommendations for the maintenance, repair and overall field safety at City properties.

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## Community Services

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- *Youth Council* – Comprised of students from local intermediate and high schools, this group provides leadership training, social activities, and numerous volunteer opportunities for teens wanting to make a difference in their community.

### **Community and Senior Services Commission**

The Community and Senior Services Commission (CSSC) was created by the City Council. It is comprised of 10 commissioners to aid and advise the City Council on matters that pertain to the community service needs of the citizens of West Covina relating to: public recreational services; cultural activities and special events; youth and senior services; public transportation; neighborhood and human relations; and human rights.

There are five Ad-Hoc Committees designed to provide in-depth review of certain project areas:

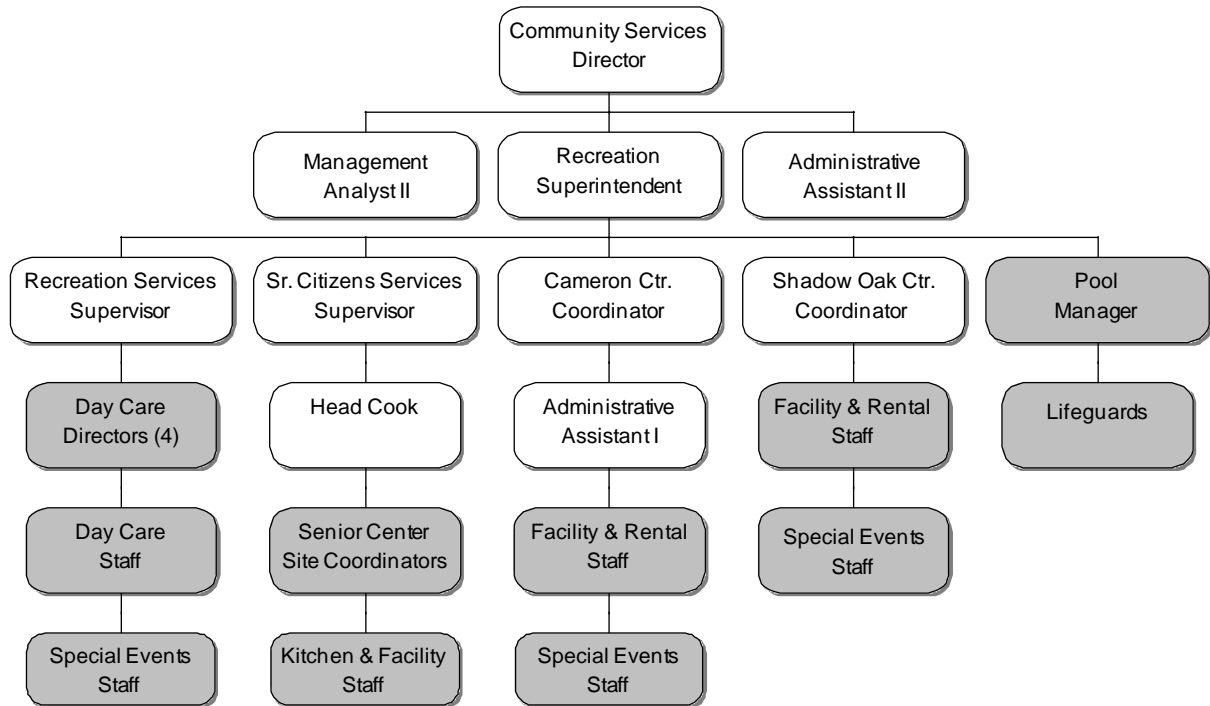
1. CDBG
2. Capital Improvement Projects (CIP)
3. Sports Council
4. Youth Council
5. Senior Services

During Fiscal Year 2015-2016, the CSSC was instrumental in:

- Hosting Team Japan for the Special Olympics World Games installation.
- Installation of the City's first inclusive playground.
- Selecting design features of the City's first soccer complex.
- Reviewing and recommending CIP Projects within the City of West Covina.
- Reviewing and recommending CDBG funding allocations for service groups.
- Selecting the Community Services Volunteers of the Year.
- Reviewing and recommending Sports Council compliance issues.
- Recommending improvements to recreational facilities.
- Promoting community and recreational events.

# Community Services

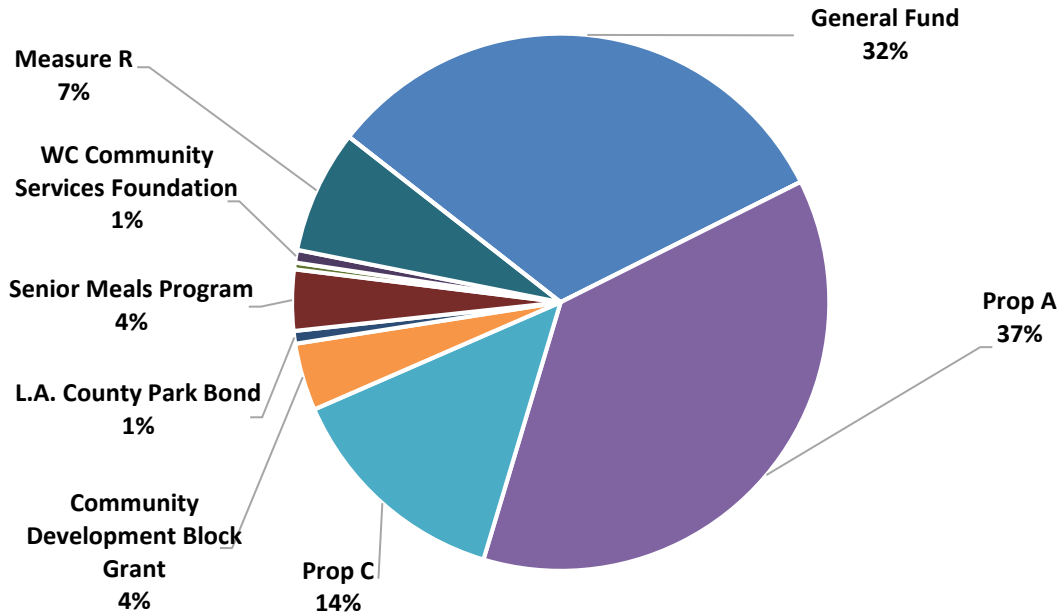
## Organizational Chart by Position



\*Shading denotes part time staff

# Community Services

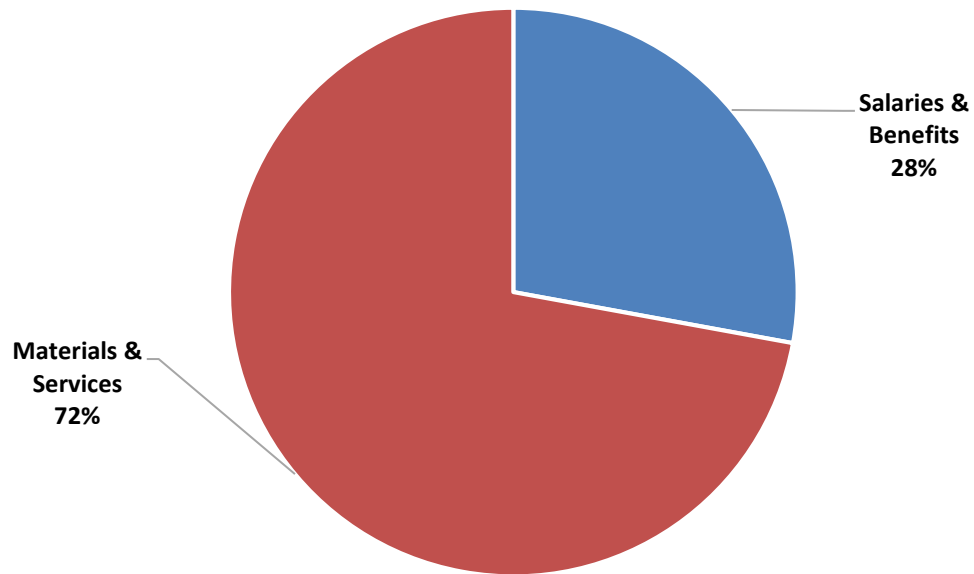
## EXPENDITURES BY FUNDING SOURCE



	2013-14 Actual Expense	2014-15 Actual Expense	2015-16 Adopted Budget	2016-17 Adopted Budget
<b>Source of Funds:</b>				
General Fund	\$ 568,056	\$ 693,754	\$ 674,958	\$2,109,475
Fee & Charge	1,157,186	1,259,965	1,566,704	-
Business Improvement Tax	1,944	800	-	-
Prop A	1,730,000	1,900,000	1,930,000	2,437,640
Prop C	889,518	960,182	918,909	910,383
Community Development Block Grant	264,223	233,169	168,085	267,203
L.A. County Park Bond	51,077	36,739	38,803	50,153
Senior Meals Program	204,319	207,237	231,967	241,687
Summer Meals Program	6,980	13,383	26,810	26,715
WC Community Services Foundation	67,135	82,779	50,000	50,000
Measure R	618,069	608,342	659,151	488,891
Self Insurance Workers' Compensation	34,370	-	-	-
<b>Total Source of Funds</b>	<b>\$5,592,877</b>	<b>\$5,996,350</b>	<b>\$6,265,387</b>	<b>\$6,582,147</b>

# Community Services

## EXPENDITURES BY CATEGORY



	2013-14 Actual Expense	2014-15 Actual Expense	2015-16 Adopted Budget	2016-17 Adopted Budget
<b>Expense Classification:</b>				
Total Salaries & Benefits	\$ 1,584,988	\$ 1,731,097	\$ 1,831,776	\$ 1,834,883
Total Materials & Services	4,007,889	4,265,253	4,433,611	4,747,264
<b>Total Source of Funds</b>	<b>\$ 5,592,877</b>	<b>\$ 5,996,350</b>	<b>\$ 6,265,387</b>	<b>\$ 6,582,147</b>

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# Community Services

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## FY 2016-2017 GOALS AND OBJECTIVES

- Complete construction of the Orangewood Park Soccer Complex.
- In collaboration with the Community and Senior Services Commission, develop the conceptual design for a sensory playground and other themed playgrounds for City parks.
- Utilize CDBG funding to make improvements at Palm View Park.
- Continue to provide the highest level of service, while maintaining fiscal responsibility in providing new special events, volunteer opportunities, and promotion of community activities.
- Continue to partner with organizations in the West Covina Community Service Group to offer additional community volunteerism efforts and events in West Covina, including the Community Service Day, and Adopt-A-Park.
- Increase revenues to offset fees for Community Services operations through donations, increased rentals, and reduction in expenditures.
- Increase marketing efforts for all classes, programs and events through flyers, Discover West Covina, the Community Recreation Guide and social media.
- Complete improvements at Shadow Oak Park.

## FY 2015-16 ACCOMPLISHMENTS

- Initiated the mailing of the Recreation Guide to all residents.
- Successfully procured the Healthy Play Grant from California Park and Recreation Society & Playcore for the construction of the City's first inclusive playground at Cameron Park.
- Successfully procured a grant from the United States Soccer Foundation for the Orangewood Soccer Complex.
- Resumed active programming at Shadow Oak Community Center.
- Successfully developed the City of West Covina Facebook page.
- Expanded the Summer Movies in the Park series to include Shadow Oak Park as a venue.



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## Community Services

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- Successfully coordinated cultural community events for Team Nippon from Japan for the 2015 Special Olympics World Games July 21, 2015-July 24, 2015.
- Successfully executed joint use agreements for parking with West Covina Unified School District and Citrus Valley Health Partners for Orangewood Soccer Complex utilization.
- Implemented new recreation software to enhance customer engagement for online and walk-in registration.
- Utilized CDBG funding to make improvements at Palm View Park.
- The 2015 Independence Day Celebration, was hosted at Edgewood Middle/High School. The event included a carnival, game and food booths, entertainment, and a fireworks show. Proceeds from the event were donated to the Muscular Dystrophy Association.
- Staff collaborated with a wide variety of community organizations and service clubs throughout the year to provide other special events for the community.
- The Go West Shuttle provided service to over 64,000 passengers, while Dial-A-Ride service provided approximately 20,000 rides to West Covina residents. The department continued to utilize transit vehicles for public service announcements to promote City events and programs.
- Approximately 127 trips were provided financial assistance through the Recreation Transit program, which discounts transit fees for qualifying school field trips and resident excursions.
- Increased programming and rentals at the Cameron Community Center which generated increased revenue.
- Staff served as the City's liaison to the U.S. Department of Housing and Urban Development (HUD) to ensure the City's Community Development Block Grant (CDBG) program complies with federal requirements.
- Staff administered agreements and provided technical assistance to the City's 12 CDBG-funded sub-recipients for Fiscal Year 2015-2016, which included services such as: food banks, Meals on Wheels, fair housing services, senior nutrition, senior case management, homeless services, and subsidies for child care and recreation.
- Completed and submitted the CDBG One-Year Action Plan (FY 2016-2017).
- Partnered with GWC Business Association on the Summer Concert Series and other community events.

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# Community Services

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## 2016-17 SCHEDULE OF POSITIONS

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	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>
	<u>Adopted</u>	<u>Adopted</u>	<u>Amended</u>	<u>Adopted</u>
<b><u>COMMUNITY SERVICES DEPARTMENT</u></b>				
Community Services Director	1.00	1.00	1.00	1.00
Community Services Manager	1.00	1.00	1.00	-
Recreation Superintendent	-	-	-	1.00
Management Analyst I/II	1.00	1.00	1.00	1.00
Recreation Services Supervisor	3.00	1.00	1.00	1.00
Senior Citizens Services Supervisor	1.00	1.00	1.00	1.00
Administrative Assistant II	-	-	-	1.00
Administrative Assistant I	1.00	1.00	1.00	1.00
Cook	1.00	1.00	1.00	1.00
Senior Account Clerk	1.00	1.00	-	-
Community Services Coordinator	-	2.00	2.00	2.00
Office Assistant II	-	-	1.00	-
<b>Total - Community Services Dept</b>	<b><u>10.00</u></b>	<b><u>10.00</u></b>	<b><u>10.00</u></b>	<b><u>10.00</u></b>

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# **CAPITAL IMPROVEMENT PROGRAM**

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The City of West Covina develops a five-year Capital Improvement Program (CIP) that consists of an extensive list of projects necessary to maintain and improve the City's infrastructure. The City defines a CIP as having (1) a capital asset with a desired minimum dollar amount of \$10,000, and (2) an estimated useful life of three years or more. A multi-year CIP is necessary because it is impossible to fund all capital projects immediately. In order to meet the City's needs, it is imperative that the City continues to plan and strategize how it will allocate limited financial resources for capital projects.

The CIP should not be confused with the capital improvement budget. The capital improvement budget represents the first year of the CIP that is reviewed and adopted by the City Council. It authorizes specific projects and appropriates specific funding for those projects. The capital improvement budget for fiscal year 2016-2017 provides \$5.4 million for new projects.

Projects and funding sources listed in the CIP for years other than year one (commonly called "out years") are not authorized until the annual budget for those years is adopted by the City Council. The "out years" serve only as a guide for future planning and are subject to further review and modification in subsequent years. The City Council adopts a five-year CIP to provide a standard by which to:

- Prioritize the increased needs of the City
- Analyze the various funding sources
- Match, as appropriate, the funds to the various needs
- Plan to meet the City's capital needs over an extended period of time, as funding becomes available
- Help to eliminate deficiencies, yet accommodate changing priorities while progressing toward a goal

## **CAPITAL IMPROVEMENT SELECTION PROCESS**

The CIP has been developed with the combined input from the City Council, City staff, and sports league representatives. Requests are submitted to a committee of City staff members to review along with justifications, suggested funding source(s) and associated costs including any ongoing operating costs. The projects are categorized as Building, Energy Efficiency/Conservation, General, Parks, Streets, Traffic, Utilities, Vehicle, or Youth Sports. They are assessed based on the funding availability and the needs and priorities of the City, then presented to the City Council for consideration and approval. Projects not funded in the current fiscal year are put in "out years." Conversely, during the budget year there may be additional CIP projects approved by the City Council that were unforeseen during the budget adoption process.

The CIP budget for fiscal year 2016-2017 is \$5,430,713. A list of all the recommended projects is shown on the following pages.

## **SPECIAL COMMENTS**

1. Although staff has made every attempt to adhere to the definition of a CIP, there are some occasions when projects may be below the \$10,000 limit. While these projects may not be classified by most agencies as “capital projects,” they have been included due to their uniqueness. The Government Finance Officers’ Association defines a capital asset as “a new or rehabilitated physical asset that is nonrecurring, has a useful life of more than three to five years, and is expensive to purchase.” The term “expensive” is relative and may appear arbitrary at first; however, a survey of local cities revealed that the most common dollar figure used to define a capital asset is \$10,000.
2. This year, \$2,100,000 in restricted funding is available for street related projects, \$165,000 for park related projects and \$351,695 for building projects. There is another \$114,000 in restricted funds budgeted for 3 new sewer trucks.
3. There have been increasingly less restricted funds available for CIP projects. Lack of funding has created an extraordinary challenge for staff due to the numerous building maintenance projects that are in need of funding. This is particularly troublesome as many of the City’s facilities and equipment are aged and in need of rehabilitation or replacement. Many of the building projects shown on the attached CIP list have been on the list for over ten years and continue to be moved to “out years.” The City Hall building needs numerous repairs/improvements; most of the carpet throughout all departments, ceiling tiles, the roof and skylight – all need to be replaced. Most of the fire stations are all in need of replacement or refurbishment requiring a significant amount of repairs to be funded from the Fire and Public Works Department’s operating budget. The municipal pool is over 45 years old and continually in need of expensive repairs.
4. The City’s fleet is also aging as well as the equipment in the vehicle maintenance garage. Many of the public works and public safety vehicles have exceeded their useful life and repairs have become very costly to the Departments’ operating budgets. With the depletion of the vehicle replacement fund years ago, it is extremely difficult to fund vehicles particularly the high-priced fire trucks, police vehicles and heavy duty maintenance trucks.
5. The lack of funding has presented a real hindrance as information technology and the electronic/computer hardware and software industries are changing so rapidly. The City/Departments have not had funding to make upgrades to integrate overall compatibility. Departments continue to replace computers when funding is available utilizing different versions of software and operating systems that are not compatible.
6. This CIP is presented to the City Council as a working document. The projects and funding sources are subject to change during the budget year to better reflect the priorities of the City Council. The City is committed to meeting its capital improvement needs in a fiscally reasonable manner and is aggressively seeking strategic alternatives that will allow the highest level of service to the residents, visitors, and businesses in the City. Further, staff continues to search and apply for grants to assist in the funding for capital projects.

## CIP PROJECT SUMMARY

Type of Improvement	Budget	Five-Year Funding Schedule					Five-Year Total
	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	
BUILDINGS	\$1,356,509	\$730,826	\$1,636,200	\$293,500	\$159,500	\$120,000	\$2,940,026
ENERGY EFFICIENCY/CONSERVATION	-	-	300,000	-	-	-	\$300,000
GENERAL	686,711	1,366,000	1,680,000	1,300,000	900,000	135,000	\$5,381,000
PARKS	5,497,800	198,377	605,000	55,000	75,000	-	\$933,377
STREETS	4,059,796	2,100,000	7,790,000	2,420,000	2,420,000	2,490,000	\$17,220,000
TRAFFIC SIGNALS	223,928	110,000	645,000	370,000	70,000	40,000	\$1,235,000
UTILITIES	787,344	495,000	915,000	50,000	125,000	50,000	\$1,635,000
VEHICLES	586,874	430,510	692,414	418,414	378,414	378,414	\$2,298,166
<b>TOTALS</b>	<b>\$13,198,961</b>	<b>\$5,430,713</b>	<b>\$14,263,614</b>	<b>\$4,906,914</b>	<b>\$4,127,914</b>	<b>\$3,213,414</b>	<b>\$31,942,569</b>

Fiscal Year 2016-2017 Totals by Funding Source		
Fund No.	Fund Title	Total
119	AQMD	54,199
122	Prop "C"	150,000
128	TDA	175,000
131	CDBG	33,377
140	STPL	1,125,000
160	Capital Projects	480,815
161	Construction Tax	351,695
162	Information Technology	1,200,000
181	Maintenance District 1	75,000
182	Maintenance District 2	15,000
183	Coastal Sage CFD	5,000
184	Maintenance District 4	55,000
186	Maintenance District 6	25,000
187	Maintenance District 7	30,000
188	Citywide Maintenance District	15,000
189	Sewer	539,000
205	PEG	266,627
224	Measure R	835,000
<b>GRAND TOTAL</b>		<b>\$5,430,713</b>

## 2016-2017 PROJECT SUMMARY BY FUND NUMBER

NO	FUND NO.	FUND	PROJECT	AMOUNT
B-20	119	AQMD (AB2766)	Electric Vehicle Charging Stations	54,199
			<b>TOTAL AQMD - 119</b>	<b>54,199</b>
S-6	122	Prop C	Major Street Rehabilitation - Cameron Ave	150,000
			<b>TOTAL TDA - 122</b>	<b>150,000</b>
G-12	128	TDA	Bike and Pedestrian Friendly Master Plan	75,000
S-4	128	TDA	Sidewalk & Stamped Concrete	100,000
			<b>TOTAL TDA - 128</b>	<b>175,000</b>
G-11	131	CDBG	Neighborhood Improvement Program	33,377
			<b>TOTAL CDBG - 131</b>	<b>33,377</b>
S-6	140	STPL	Major Street Rehabilitation - Cameron Ave	1,125,000
			<b>TOTAL STPL - 140</b>	<b>1,125,000</b>
B-11	160	Capital Projects	Civic Center - Electric Doors/Employee Badge System	58,305
G-8	160	Capital Projects	New Chairs for MRC	11,000
U-1	160	CP (NPDES)	Catch Basin Trash Capture Device Installation Program	50,000
U-7	160	CP (NPDES)	Bassett High School Regional Infiltration Project	45,000
V-2	160	Capital Projects	Fleet Management System	40,000
V-11	160	Capital Projects	Police - Units P23, P27, P5 (K9), P4 (K9), and P15	276,510
			<b>TOTAL CAPITAL PROJECTS - 160</b>	<b>480,815</b>
B-8	161	Const Tax	Fire Station 4 - Replace Emergency Generator	40,000
B-11	161	Const Tax	Civic Center - Electric Doors/Employee Badge System	241,695
B-15	161	Const Tax	City Hall - Aluminum Doors on 1st & 2nd Floor	50,000
B-24	161	Const Tax	Misc. Building Repairs	20,000
			<b>TOTAL CONSTRUCTION TAX - 161</b>	<b>351,695</b>
G-9	162	IT	IT Upgrades	1,200,000
			<b>TOTAL INFORMATION TECHNOLOGY - 162</b>	<b>1,200,000</b>
P-9	181	MD1	Tree Trimming & Weed Abatement	50,000
G-2	181	MD1	Citywide Aerial Map	25,000
			<b>TOTAL MD1 - 181</b>	<b>75,000</b>
P-10	182	MD2	Tree Trimming & Weed Abatement	15,000
			<b>TOTAL MD2 - 182</b>	<b>15,000</b>
G-2	183	CSS CFD	Citywide Aerial Map	5,000
			<b>TOTAL CSS CFD - 183</b>	<b>5,000</b>
P-11	184	MD4	Tree Trimming	50,000
G-2	184	MD4	Citywide Aerial Map	5,000
			<b>TOTAL MD4 - 184</b>	<b>55,000</b>
P-12	186	MD6	Tree Trimming & Weed Abatement	25,000
			<b>TOTAL MD6 - 186</b>	<b>25,000</b>
P-13	187	MD7	Tree Trimming & Weed Abatement	25,000
G-2	187	MD7	Citywide Aerial Map	5,000
			<b>TOTAL MD7 - 187</b>	<b>30,000</b>
G-2	188	CMD	Citywide Aerial Map	15,000
			<b>TOTAL CMD - 188</b>	<b>15,000</b>
U-2	189	Sewer	Upgrades for 2700 Azusa Sewer Lift Station	300,000
U-7	189	Sewer	Sewer Camera	100,000
V-4	189	Sewer	Public Works Maint. - 1 Ton Heavy Duty Truck with Service Body to Replace Unit 728	48,000
V-8	189	Sewer	Public Works Maint. - 1/2 Ton Pick Up Truck to Replace Unit 710	28,000
V-10	189	Sewer	Public Works Maint. - 3/4 Ton Pick Up Truck to Replace Unit 159	38,000
G-2	189	Sewer	Citywide Aerial Map	25,000
			<b>TOTAL SEWER FUND - 189</b>	<b>539,000</b>
B-18	205	PEG	CMO Office - Technology Upgrade, Paperless Agenda, Voting System	266,627
			<b>TOTAL PEG - 205</b>	<b>266,627</b>
S-2	224	Measure R	Implementation of Green Streets Improvements	225,000
S-7	224	Measure R	Residential Street Rehabilitation	500,000
T-4	224	Measure R	Installation of Traffic Control Devices	30,000
T-7	224	Measure R	Update Traffic & Engineering Surveys	80,000
			<b>TOTAL MEASURE R - 224</b>	<b>835,000</b>
<b>GRAND TOTAL</b>				<b>\$5,430,713</b>

## 2016-2021 CIP PROJECTS -BUILDING

Project No.	Description of Item	Cost of Item	Funding Sources	Budget	Five-Year Funding Schedule					Future Plan
				2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	
B-1	ADA Access - Public Facilities	400,000	CDBG			100,000	100,000	100,000	100,000	
B-2	Police - Station Refurbish	367,000	Unfunded			367,000				
B-3	Police - Forensic Lab upgrade Part 1	211,200	Unfunded			211,200				
B-4	Police - Forensic Lab upgrade Part 2	93,500	Unfunded				93,500			
B-5	Police - Forensic Lab upgrade Part 3	39,500	Unfunded					39,500		
B-6	Fire Station 3 - Construction & Relocation	3,367,000	Unfunded							3,367,000
B-7	Fire Station 1 & Headquarters Replacement	10,400,000	Unfunded							10,400,000
B-8	Fire Station 4 - Replace emergency generator	40,000	CT		40,000					
B-9	Fire Station 1 - Replace emergency generator	20,000	CT			20,000				
B-10	Fire Station 1 - Gate & Fence Installation	18,000	CT			18,000				
B-11	Civic Center - Electric Doors/Employee Badge System	300,000	CP		58,305					
			CT		241,695					
B-12	Shadow Oak Community Center Reroofing	130,000	PDF G			130,000				
B-13	City Hall - Accoustical Ceiling Tiles Seismic Retrofit	250,000	CT			250,000				
B-14	City Hall - Repainting Exterior	400,000	CP			400,000				
B-15	City Hall - Aluminum Doors on 1st & 2nd Floor	50,000	CT		50,000					
B-16	Palm View Center - Roll-up Doors & Windows	25,000	PDF F			25,000				
B-18	CMO Office - Technology Upgrade, Paperless Agenda, Voting System	266,627	PEG		266,627					
B-19	Community Economic Development - Paint Lobby & hallway, replace missing blinds	30,000	CP			30,000				
B-20	Electric Vehicle Charging Stations	54,199	AQMD (AB2766)		54,199					
B-21	Cortez Senior Center - Main Facility & North Wing - Replace carpet & vinyl flooring, & paint interior & exterior	100,000	PDF E			50,000	50,000			
B-22	Cortez Senior Center - Update heating serving line in kitchen	30,000	PDF E				30,000			
B-23	City Entry Monument Sign on Ace Bridge - Re-paint	15,000	CP			15,000				
B-24	Misc. Building Repairs	100,000	CT		20,000	20,000	20,000	20,000	20,000	
B-14201	ADA City Facilities Compliance	60,326	CDBG	60,326						
B-15301	Halon System in Comm/Info Sys	62,000	CT	62,000						
B-15302	Termite and Building Repairs	5,000	CT	5,000						
B-15303	Fire Station No. 1 - Paint Exterior	51,564	CT	51,564						
B-15304	Police Department Reroof	262,922	GF	98,000						
			CT	84,050						
			DER	80,872						
B-16009	Termite and Building Repair	7,714	CT	7,714						
B-16010	Replace Carpet at Fire Station 1 & 5	22,500	CT	22,500						



## 2016-2021 CIP PROJECTS -BUILDING

Project No.	Description of Item	Cost of Item	Funding Sources	Budget	Five-Year Funding Schedule					Future Plan
				2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	
B-16011	Replace 2000amp Breaker at Civic Center	19,983	CT	19,983						
B-16015	New Carpet Community Room	9,500	CT	9,500						
B-16021	Cameron Community Center -Replace kitchen Cabinets	15,000	PDF F	15,000						
B-16022	Reroof Community Center at Cameron Park	130,000	PDF F	130,000						
B-16038	City Yard - CNG Station Upgrade	700,000	AQMD (AB2766)	200,000						
			SCAQMD - MSRC	300,000						
			AQMD - CF	200,000						
B-16045	ADA Ramp at Transit Provider Office	10,000	Prop A	10,000						
<b>TOTAL BUILDING PROJECTS</b>		<b>\$18,970,152</b>		<b>\$1,356,509</b>	<b>\$730,826</b>	<b>\$1,636,200</b>	<b>\$293,500</b>	<b>\$159,500</b>	<b>\$120,000</b>	<b>\$13,767,000</b>

## 2016-2021 CIP PROJECTS - ENERGY EFFICIENCY/CONSERVATION

Project No.	Description of Item	Cost of Item	Funding Sources	Budget	Five-Year Funding Schedule				
				2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
C-1	City Hall Lighting Upgrades	300,000	Energy Grant			300,000			
	<b>TOTAL ENERGY EFFICIENCY PROJECTS</b>	<b>300,000</b>		-	-	<b>300,000</b>	-	-	-

## 2016-2021 CIP PROJECTS - GENERAL

Project No.	Description of Item	Cost of Item	Funding Sources	Budget	Five-Year Funding Schedule					
				2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	
G-1	Comprehensive Zoning & Subdivision Code Revision	350,000	CP			350,000				
G-2	Citywide Aerial Map	80,000	MD1		25,000					
			MD4		5,000					
			MD7		5,000					
			CMD		15,000					
			SF		25,000					
			CSS CFD		5,000					
G-4	Fire Equipment to Equip New Fire Engines (2) and Quint Truck	188,796	Fire Training	188,796						
G-6	Replace Fire Department Self Contained Breathing Apparatus Masks	80,000	CP			80,000				
G-8	New Chairs for MRC	11,000	CP		11,000					
G-9	IT Upgrades	4,735,000	IT		1,200,000	1,200,000	1,300,000	900,000	135,000	
G-10	Carpets, Desks, Chairs for Finance	50,000	Unfunded			50,000				
G-12	Bike and Pedestrian Friendly Master Plan	75,000	TDA		75,000					
GP-10406	PD Jail Monitoring System	9,032	Asset Forfeiture	9,032						
GP-14401	PD Bulletproof Vests Replacement	12,392	Asset Forfeiture	12,392						
GP-15401	General Plan Update	294,091	Prop C	86,630						
			CP	207,461						
GP-15402	Veterans Memorial	182,400	ART	168,400						
			CSF	14,000						
<b>TOTAL GENERAL PROJECTS</b>		<b>6,344,172</b>		<b>686,711</b>	<b>1,366,000</b>	<b>1,680,000</b>	<b>1,300,000</b>	<b>900,000</b>	<b>135,000</b>	

## 2016-2021 CIP PROJECTS - PARKS

Project No.	Description of Item	Cost of Item	Funding Sources	Budget	Five-Year Funding Schedule				
				2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
	<b>GENERAL PARK IMPROVEMENTS</b>								
P-14101	Bridge Repairs - Citywide	24,739	GT	24,739					
P-15201	ADA Compliance - City Facilities	30,000	CDBG	30,000					
P-16012	Purchase Light Bulbs for Var Ballfields	600	CT	600					
P-14	Neighborhood Improvement Program	33,377	CDBG		33,377				
	<b>CAMERON PARK</b>								
P-16037	Cameron Park Playground	220,000	PDF E	220,000					
	<b>CORTEZ PARK</b>								
P-1	Cortez Park - Parking Lot	60,000	PDF E			60,000			
P-16019	Replace Picnic Shelter	120,000	PDF E	120,000					
	<b>DEL NORTE PARK</b>								
P-16020	Replace Picnic Shelter at Del Norte Park	74,865	PDF F	74,865					
	<b>HERITAGE GARDENS PARK</b>								
P-13209	Heritage gardens park trail repairs	10,900	LA County Park Bond	10,900					
P-16013	Remove Bridge at Heritage Park	15,000	CT	15,000					
P-2	Heritage Park Design - Master Plan	200,000	Heritage Park Rose Float Committee			200,000			
	<b>MAINTENANCE DISTRICT 1</b>								
P-9	Tree Trimming & Weed Abatement	50,000	MD1		50,000				
P-16024	Replace 11 Irrigation Controllers, Sidewalk Repair	210,000	MD1	210,000					
	<b>MAINTENANCE DISTRICT 2</b>								
P-10	Tree Trimming & Weed Abatement	15,000	MD2		15,000				
P-15202	Lndscaping/Irrigation Repair/Upgrade Lighting	110,000	MD2	110,000					
P-16025	Concrete Sidewalk Repairs & Tree Trimming	50,000	MD2	50,000					
	<b>MAINTENANCE DISTRICT 4</b>								
P-16026	Replace 10 Irrigation Controllers, Tree Trimming	300,000	MD4	300,000					
P-11	Tree Trimming	50,000	MD4		50,000				
	<b>MAINTENANCE DISTRICT 6</b>								
P-16027	Replace 2 Irrigation Controllers, Retrofit Irrigation	50,000	MD6	50,000					
P-12	Tree Trimming & Weed Abatement	25,000	MD6		25,000				

## 2016-2021 CIP PROJECTS - PARKS

Project No.	Description of Item	Cost of Item	Funding Sources	Budget	Five-Year Funding Schedule				
				2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
	<b>MAINTENANCE DISTRICT 7</b>								
P-16028	Replace 4 Irrigation Controllers, Computer Hardware Upgrade	50,000	MD7	50,000					
P-13	Tree Trimming & Weed Abatement	25,000	MD7		25,000				
	<b>ORANGEWOOD PARK</b>								
P-06204	Soccer Field Design	177,484	PDF C	177,484					
P-16017	Soccer Fields, Phase 1 - Demolition	27,112	PDF D	27,112					
P-16018	Soccer Fields, Phase 2 - Design & Construct Parking Lot Expansion, Picnic Shelters, Benches, Drinking Fountains	3,710,000	CP	140,000					
			PDF D	2,500,000					
			PDF E	700,000					
			PDF F	370,000					
	<b>PALMVIEW PARK</b>								
P-16008	Palm View Park Improvements	50,000	CDBG	50,000					
	<b>SHADOW OAK PARK</b>								
P-4	Shadow Oak Kitchen Remodel, cabinets, counter tops and appliances	25,000	PDF G				25,000		
P-5	Shadow Oak Beautification	30,000	PDF G				30,000		
P-6	Shadow Oak Tot Lot Replacement	225,000	PDF F			225,000			
P-7	Shadow Oak Parking Lot Improvements	120,000	PDF F			120,000			
P-8	Shadow Oak Marquee	75,000	PDF F					75,000	
P-16014	Resurface & Restripe Basketball Courts	17,100	CT	17,100					
P-16023	Shadow Oak Park Design & Construct Restroom	250,000	PDF F	250,000					
	<b>TOTALS</b>	<b>\$6,431,177</b>		<b>5,497,800</b>	<b>\$198,377</b>	<b>\$605,000</b>	<b>\$55,000</b>	<b>\$75,000</b>	<b>\$0</b>

## 2016-2021 CIP PROJECTS - STREETS

Project No.	Description of Item	Cost of Item	Funding Sources	Budget	Five-Year Funding Schedule				
				2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
S-1	Pavement Management Plan Update	140,000	Prop C			70,000			70,000
S-2	Implementation of Green Streets Improvements	1,425,000	Measure R		225,000	300,000	300,000	300,000	300,000
S-3	Urban Forestation Program (Tree City USA)	100,000	GT			25,000	25,000	25,000	25,000
S-4	Sidewalks & Stamped Concrete	380,000	TDA		100,000	70,000	70,000	70,000	70,000
S-5	Curb & Gutter Replacement	300,000	Measure R			75,000	75,000	75,000	75,000
S-6	Major Street Rehabilitation - Annual Program	5,275,000	STPL		1,125,000	500,000	500,000	500,000	500,000
			Prop C		150,000				
			Measure R			500,000	500,000	500,000	500,000
S-7	Residential Street Rehabilitation - Annual Program	3,900,000	Measure R		500,000	500,000	500,000	500,000	500,000
			CDBG			350,000	350,000	350,000	350,000
S-9	Drought Landscaping on Sunset Ave Median	400,000	Unfunded			100,000	100,000	100,000	100,000
SP-13110	Amar Road Rehabilitation	846,505	ISTEA/T-21	740,000					
			Measure R	106,505					
SP-14203	Tree Plantings	24,334	LA County Grant	24,334					
SP-15101	City Yard Pavement Rehabilitation of Bus Travel Way	50,000	Prop C	50,000					
SP-15103	Pavement Management System	85,000	Prop C	85,000					
SP-15104	Sidewalks & Stamped Concrete	33,041	TDA	33,041					
SP-15106	Street Rehab- Mjr/Resdntl St/CDBG/Curb/Guttr	1,963,000	CDBG	1,380,000					
			Measure R	583,000					
SP-15107	Virginia w/o Barranca - Sidewalk Install	42,806	TDA	42,806					
SP-15108	Repainting Cell Tower at BKK	35,000	CT	35,000					
SP-16002	Street Rehab - Major & Residential	400,000	Gas Tax	200,000					
			Measure R	200,000					
SP-16039	Bus Stop Enhancement Program	70,110	Prop A	20,000					
			Capital Projects (Foothill Grant)	35,000					
			Measure R	15,110					
SP-16047	Glendora Avenue	5,810,000	Prop C	510,000					
			Unfunded			5,300,000			
<b>TOTALS</b>		<b>\$28,919,411</b>		<b>\$4,059,796</b>	<b>\$2,100,000</b>	<b>\$7,790,000</b>	<b>\$2,420,000</b>	<b>\$2,420,000</b>	<b>\$2,490,000</b>

## 2016-2021 CIP PROJECTS - TRAFFIC SIGNALS

Project No.	Description of Item	Cost of Item	Funding Sources	Budget	Five-Year Funding Schedule				
				2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
T-1	Merced/Sunset Avenues - Left Turn	190,000	GT			25,000			
			Unfunded				165,000		
T-2	Glendora/Merced Avenues - Left Turn	190,000	GT			25,000			
			Unfunded				165,000		
T-3	Traffic Signal at Cameron/Citrus Avenues	250,000	GT			125,000			
			Measure R			125,000			
T-4	Installation of Traffic Control Devices	150,000	Measure R		30,000	30,000	30,000	30,000	30,000
T-5	Traffic Signal Modifications at Cameron/Lark Ellen Avenues	250,000	GT			125,000			
			Measure R			125,000			
T-6	Replacment of In-Roadway Lights at School Crosswalks	60,000	Measure R			30,000		30,000	
T-7	Update Traffic & Engineering Surveys	80,000	Measure R		80,000				
T-8	Battery Replacement for Traffic Signal Battery Back-Up Systems	65,000	Measure R			35,000	10,000	10,000	10,000
TP-08504	Traffic Controllers & Cabinet Upgrades	74,459	Prop C	74,459					
TP-11503	Traffic Control System (ATM System)	39,655	Adv Traff Mgt Sys Grant	39,655					
TP-15501	Francisquito at Sunset add Left-turn phasing	25,000	Prop C	25,000					
TP-16004	Battery Replacement for Battery Back-Up	35,000	GT	35,000					
TP-16005	Spare Traffic Signal Cabinet & Controller	24,814	GT	24,814					
TP-16006	Traffic Safety Improvements, Citywide	25,000	GT	25,000					
<b>TOTALS</b>		<b>\$2,038,928</b>		<b>\$223,928</b>	<b>\$110,000</b>	<b>\$645,000</b>	<b>\$370,000</b>	<b>\$70,000</b>	<b>\$40,000</b>

## 2016-2021 CIP PROJECTS - UTILITIES

Project No.	Description of Item	Cost of Item	Funding Sources	Budget	Five-Year Funding Schedule				
				2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
U-1	Catch Basin Trash Capture Device Installation Program	250,000	CP (NPDES)		50,000	50,000	50,000	50,000	50,000
U-2	Upgrades for 2700 Azusa Sewer Lift Station	300,000	SF		300,000				
U-3	Replacement & Upgrade of pumps for Storm Water Lift Station at City Hall	50,000	Unfunded			50,000			
U-4	Upgrades for Sewer Lift Station in Basement of Police Department	300,000	Sewer			300,000			
U-5	Sewer System Management Plan Update	75,000	SF					75,000	
U-6	Bassett High School Regional Infiltration Project	560,000	CP (NPDES)		45,000	515,000			
U-7	Sewer Camera	100,000	SF		100,000				
U-14110	Freeway Pump Station Clean Out	30,000	SF	30,000					
U-14112	Sewer Main Line Repairs	25,000	SF	25,000					
U-14113	Sewer Maint. Mgmt (SSMP) - Update	25,000	SF	25,000					
U-16029	Sanitary Sewer Mgmt Plan Update	85,000	SF	85,000					
U-16030	Cameron Avenue Sewer Main Rehabilitation	525,000	SF	525,000					
U-16044	Retention Basin No. 3 Emergency Repairs	52,740	CP	52,740					
U-16046	Catch Basin Inserts	44,604	GF	36,604					
			Used Oil Block Grant	8,000					
	<b>TOTALS</b>	<b>\$2,422,344</b>		<b>787,344</b>	<b>495,000</b>	<b>915,000</b>	<b>50,000</b>	<b>125,000</b>	<b>50,000</b>



## 2016-2021 CIP PROJECTS - VEHICLES

Project No.	Description of Item	Cost of Item	Funding Sources	Budget	Five-Year Funding Schedule				
				2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
V-1	Fire Chief Response Vehicle	40,000	VR				40,000		
V-2	Fleet Management System	120,000	CP		40,000	20,000	20,000	20,000	20,000
V-3	Fire - Replace 2001 Ford Excursion, Fire Command Vehicle	130,000	Unfunded			130,000			
V-4	Public Works, Maint. - 1 Ton Heavy Duty Truck with Service Body to Replace Unit 728	48,000	SF		48,000				
V-5	Public Works, Maint. - Cargo Van for Communications to Replace Unit 52	28,000	VR			28,000			
V-6	Public Works Maint. - 1 Ton Truck with Lift Platform to Replace Unit 135	100,000	VR			100,000			
V-7	Public Works Maint. - 1/2 Ton Pick Up Truck to Replace Unit 402	28,000	VR			28,000			
V-8	Public Works, Maint. - 1/2 Ton Pick Up Truck to Replace Unit 710	28,000	SF		28,000				
V-9	Public Works Maint. - 1/2 Ton Pick Up Truck to Replace Unit 200	28,000	VF			28,000			
V-10	Public Works Maint. - 3/4 Ton Pick Up Truck to Replace Unit 159	38,000	SF		38,000				
V-11	Police - Units P23, P27, P5 (K9), P4 (K9), and P15	276,510	CP		276,510				
V-12	Police - Replace 7 units	358,414	VR			358,414			
V-13	Police - Replace 7 units	358,414	VR				358,414		
V-14	Police - Replace 7 units	358,414	VR					358,414	
V-15	Police - Replace 7 units	358,414	VR						358,414
VP-15703	Police - Hybrid Veh for Parking Enforcement	31,350	AQMD	31,350					
VP-15705	Public Works Maint. -Sewer Jetter to replace Unit #115 (5-year Lease to Own) - 1st & 2nd year	422,264	SF	422,264					
VP-16001	New Hybrid Vehicle for Code Enhancement	31,350	AQMD	31,350					
VP-16031	Police Units: P10, 25, 30, 17A, 6, 51, 52	101,910	VR	101,910					
	<b>TOTALS</b>	<b>\$2,885,040</b>		<b>\$586,874</b>	<b>\$430,510</b>	<b>\$692,414</b>	<b>\$418,414</b>	<b>\$378,414</b>	<b>\$378,414</b>

## BUILDING PROJECT DESCRIPTIONS

Project No.	Project Title	Cost of Item	Funding Sources	Requesting Department	Description
B-1	ADA Access - Public Facilities	400,000	CDBG	Public Works	Provide ADA access in all City owned public facilities (ex. Restroom ADA Accessibility, ramps, etc)
B-2	Police - Station Refurbish	367,000	Unfunded	Police Dept	Police Station Refurbishment including carpet, vinyl, and ceramic tiles. New workstations and rewiring for records. Expanded storage for administrative offices. Replace ceiling tiles and T-racks. Repair and Paint walls and ceilings
B-3	Police - Forensic Lab upgrade Part 1	211,200	Unfunded	Police Dept	Interior of lab: demolition of walls and cabinets, removal of asbestos and lead paint, waterproofing the roof, updating the chemical exhaust and electrical, installing metal cabinets and lockers, updating the plumbing and fire suppression system, and finishing the interior of the lab.
B-4	Police - Forensic Lab upgrade Part 2	93,500	Unfunded	Police Dept	Forensic Identification Unit (FIU) office area: demolition of walls, removal of asbestos and lead paint, installing lighting and electrical, updating the ventilation and air conditioning, and updating the plumbing.
B-5	Police - Forensic Lab upgrade Part 3	39,500	Unfunded	Police Dept	Forensic equipment: includes calibrated forensic thermometers, hemostats, ninhydrin chamber, specialized chemical processing flasks and dishes etc., agitators, and other tools/supplies
B-6	Fire Station 3 - Construction & Relocation	3,367,000	Unfunded	Fire Dept	Construct a new fire station 3.
B-7	Fire Station 1 & Headquarters Replacement	10,400,000	Unfunded	Fire Dept	Construct a new fire station 1 and headquarters
B-8	Fire Station 4 - Replace emergency generator	40,000	CT	Fire Dept	Replace Fire Station 4 Emergency Generator
B-9	Fire Station 1 - Replace emergency generator	20,000	CT	Fire Dept	Replace Fire Station 1 Emergency Generator
B-10	Fire Station 1 - Gate & Fence Installation	18,000	CT	Fire Dept	Installation of a fence on the west side of the station preventing traffic from driving in front of station addressing safety concerns
B-11	Civic Center - Electric Doors/Employee Badge System	300,000	CP, CT	Public Works	Install electronic doors/employee badge system at Civic Center Buildings
B-12	Shadow Oak Community Center Reroofing	130,000	PDF G	Public Works	Replace the existing community center roof with new roofing system complying Title 24 Energy regulations.
B-13	City Hall - Acoustical Ceiling Tiles Seismic Retrofit	250,000	CT	Public Works	Replace existing acoustical ceiling tiles with new acoustical ceiling tiles on 2nd and 3rd floors at City Hall
B-14	City Hall - Repainting Exterior	400,000	CP	Public Works	Repaint exterior walls of City Hall
B-15	City Hall - Aluminum Doors on 1st & 2nd Floor	50,000	CT	Public Works	Install aluminum doors and storefront system on 1st and 2nd floors (stairwells) at City Hall
B-16	Palm View Center - Roll-up Doors & Windows	25,000	PDF F	Community Services	Replace worn out roll-up doors and windows
B-18	CMO Office - Technology Upgrade, Paperless Agenda, Voting System	266,627	PEG	CMO	Upgrade City's outdated systems to provide more efficient and accessible information to residents and businesses. Paperless agenda, voting system and technology upgrade
B-19	Community Economic Development - Paint Lobby & hallway, replace missing blinds	30,000	CP	CED	Repaint front office lobby and hallway, replace missing blinds in office
B-20	Electric Vehicle Charging Stations	54,199	AB2766	Public Works	Add new and rip and replace existing EV charging stations at City Hall Parking Structure, The Plaza, and Big League Dreams
B-21	Cortez Senior Center - Flooring & Paint	100,000	PDF E	Community Services	Cortez Senior Center - Main Facility & North Wing - Replace carpet & vinyl flooring, & paint interior & exterior
B-22	Cortez Senior Center - Heating serving line in kitchen	30,000	PDF E	Community Services	Upgrade outdated heating serving line in kitchen

## BUILDING PROJECT DESCRIPTIONS

Project No.	Project Title	Cost of Item	Funding Sources	Requesting Department	Description
B-23	City Entry Monument Sign on Ace Bridge - Re-paint	15,000	CP	Public Works	Re-paint City Entry Monument sign on ACE bridge
B-24	Misc. Building Repairs	100,000	CT	Public Works	Misc. repairs at city owned buildings. Unforeseen or periodic repairs
B-14201	ADA City Facilities Compliance	60,326	CDBG	Public Works	Ongoing program to accommodate ADA requirements as park use expands and changes, facilities and appurtenance must be added or improvements made
B-15301	Halon System in Comm/Info Sys	62,000	CT	Public Works	The Halon system is critical in the event of a fire in IT. The current system is dated and has a history of accidental activation and no long meets Fire Protection Standards
B-15302	Termite and Building Repairs	5,000	CT	Public Works	Ongoing maintenance program to prevent the infestation of termites in all City parks and buildings
B-15303	Fire Station No. 1 - Paint Exterior	51,564	CT	Public Works	Paint Exterior, rip and replace showers
B-15304	Police Department Reroof	262,922	GF, CT, DER	Police Dept	Remove existing roof and replace with new roof
B-16009	Termite and Building Repair	7,714	CT	Public Works	Ongoing maintenance program to prevent the infestation of termites in all City parks and buildings
B-16010	Replace Carpet at Fire Station 1 & 5	22,500	CT	Fire Dept	Replace carpet at Fire Station 1 & 5
B-16011	Replace 2000amp Breaker at Civic Center	19,983	CT	Public Works	Replace 2000amp breaker at Civic Center
B-16015	New Carpet Community Room	9,500	CT	Public Works	Carpet is worn and in need of replacement
B-16021	Cameron Community Center -Replace kitchen Cabinets	15,000	PDF F	Community Services	Replace kitchen cabinets at Cameron Community Center
B-16022	Reroof Community Center at Cameron Park	130,000	PDF F	Public Works	Reroof Community Center at Cameron Park
B-16038	City Yard - CNG Station Upgrade	700,000	AQMD (AB2766), SCAQMD - MSRC, AQMD - CF	Public Works	This project will replace the compressors, controls, new storage vessels, dispensers and associated electrical and mechanical equipment
B-16045	ADA Ramp for MV Transportation Inc. Portable	10,000	Prop A	Community Services	City is paying for 1/2 the cost of the ADA ramp for the MV Transportation Inc. portable at City Yard

## ENERGY EFFICIENCY/CONSERVATION PROJECT DESCRIPTIONS

Project No.	Project Title	Cost of Item	Funding Sources	Requesting Department	Description
C-1	City Hall Lighting Upgrades	300,000	Energy Grant	Public Works	Replace existing lighting with energy efficient light fixtures at City Hall

## GENERAL PROJECT DESCRIPTIONS

Project No.	Project Title	Cost of Item	Funding Sources	Requesting Department	Description
G-1	Comprehensive Zoning & Subdivision Code Revision	350,000	CP	Planning Dept	Revise the zoning section of the Municipal Code to allow for easier reference and update to modern legal and review standards
G-2	Citywide Aerial Map	80,000	MDs, CMD, CSS CFD, SF	Public Works	New aerial map of West Covina. Used by multiple departments for items such as City Improvement Plan, land survey, etc
G-4	Fire Equipment to Equip New Fire Engines (2) and Quint Truck	188,796	Fire Training	Fire Dept	Purchase all equipment needed to fully equip the 2 newly purchased fire engines and quint truck. Includes hoses, radios, saws, generators, flashlights, fans, nozzles and fittings, hand tools and vehicle extrication equipment
G-6	Replace Fire Department Self Contained Breathing Apparatus Masks	80,000	CP	Fire Dept	Purchase 76 Self Contained Breathing Apparatus Masks, one for each fire department member to meet the NFPA 2013 standard
G-8	New Chairs for MRC	11,000	CP	Public Works	Replace chairs in the MRC Conference Room at City Hall
G-9	IT Upgrades	4,735,000	IT	Finance	Infrastructure, cabling, wiring, software selection services and implementation costs
G-10	Carpets and Desks for Finance	50,000	Unfunded	Finance	Purchase of new carpet for Finance Department and desks for staff
G-12	Bike and Pedestrian Friendly Master Plan	75,000	TDA	CMO	Citywide, long-range policy to make the City more bike and pedestrian friendly, including a potential Bikeway Network, that maximizes bike and pedestrian safety, while minimizing the adverse effects on other roadway users
GP-10406	PD Bulletproof Vests Replacement	9,032	Asset Forfeiture	Police Dept	Replace bulletproof vests
GP-14401	PD Jail Monitoring System	12,392	Asset Forfeiture	Police Dept	Police Department Jail Monitoring System
GP-15401	General Plan Update	294,091	Prop C, CP	Planning Dept	Update general plan for City
GP-15402	Veterans Memorial	182,400	ART, CSF	Planning Dept	Construct Veterans Memorial at Civic Center

## PARKS PROJECT DESCRIPTIONS

Project No.	Project Title	Cost of Item	Funding Sources	Requesting Department	Description
P-14101	Bridge Repairs - Citywide	24,739	GT	Public Works	Citywide bridge repairs
P-15201	ADA Compliance - City Facilities	30,000	CDBG	Public Works	Ongoing program to accommodate ADA requirements as park use expands and changes, facilities and appurtenance must be added or improvements made
P-16012	Purchase Light Bulbs for Var Ballfields	600	CT	Public Works	Replacement bulbs for ballfield lighting at various locations
P-14	Neighborhood Improvement Program	33,377	CDBG	Community Services	Park improvements
P-16037	Cameron Park Playground	220,000	PDF E	Community Services	Inclusive playground equipment purchase and installation
P-1	Cortez Park - Parking Lot	60,000	PDF E	Public Works	Cortez Park - Parking Lot on North Side of Park. Replace areas raised by roots. Slurry & Restripe Parking Lot
P-16019	Replace Picnic Shelter	120,000	PDF E	Community Services	Cortez Park - Rip and Replace pad and picnic shelter
P-16020	Replace Picnic Shelter at Del Norte Park	74,865	PDF F	Community Services	Del Norte Park - Rip and replace pad and picnic shelter
P-13209	Heritage gardens park trail repairs	10,900	LA County Park Bond	Community Services	Trail repairs
P-16013	Remove Bridge at Heritage Park	15,000	CT	Community Services	Bridge removal
P-2	Heritage Park Design - Master Plan	200,000	Heritage Park Rose Float Committee	Community Services	Design for construction of restroom, learning center, community garden, expansion of parking lot, amphitheater
P-9	Tree Trimming & Weed Abatement	50,000	MD1	Public Works	Tree trimming and weed abatement
P-16024	Replace 11 Irrigation Controllers, Sidewalk Repair	210,000	MD1	Public Works	Replace 11 Irrigation controllers and sidewalk repair
P-10	Tree Trimming & Weed Abatement	15,000	MD2	Public Works	Tree trimming and weed abatement
P-15202	Landscaping/Irrigation Repair/Upgrade Lighting	110,000	MD2	Public Works	Landscaping, Irrigation and lighting repairs and upgrades
P-16025	Concrete Sidewalk Repairs & Tree Trimming	50,000	MD2	Public Works	Concrete sidewalk repairs and tree trimming
P-16026	Replace 10 Irrigation Controllers, Tree Trimming	300,000	MD4	Public Works	Replace 10 Irrigation Controllers and tree trimming
P-11	Tree Trimming	50,000	MD4	Public Works	Tree trimming
P-16027	Replace 2 Irrigation Controllers, Retrofit Irrigation	50,000	MD6	Public Works	Replace 2 Irrigation Controllers and retrofit Irrigation
P-12	Tree Trimming & Weed Abatement	25,000	MD6	Public Works	Tree trimming and weed abatement
P-16028	Replace 4 Irrigation Controllers, Computer Hardware Upgrade	50,000	MD7	Public Works	Replace 4 Irrigation Controllers and computer hardware upgrade
P-13	Tree Trimming & Weed Abatement	25,000	MD7	Public Works	Tree trimming and weed abatement
P-06204	Soccer Field Design	177,484	PDF C	Public Works	Soccer Field Design
P-16017	Soccer Fields, Phase 1 - Demolition	27,112	PDF D	Public Works	Soccer Fields, Phase 1 - Demolition
P-16018	Soccer Fields, Phase 2 - Design & Construct Parking Lot Expansion, Picnic Shelters, Benches, Drinking Fountains	3,710,000	CP, PDF D, PDF E, PDF F	Public Works	Soccer Fields, Phase 2 - Design & Construct Parking Lot Expansion, Picnic Shelters, Benches, Drinking Fountains
P-16008	Palm View Park Improvements	50,000	CDBG	Community Services	Park Improvements
P-4	Shadow Oak Kitchen Remodel, cabinets, counter tops and appliances	25,000	PDF G	Community Services	Shadow Oak Kitchen Remodel, cabinets, counter tops and appliances
P-5	Shadow Oak Beautification	30,000	PDF G	Community Services	Interior & exterior paint, replace rotten wood in courtyard coverings & paint, replace stained ceiling tiles

## PARKS PROJECT DESCRIPTIONS

Project No.	Project Title	Cost of Item	Funding Sources	Requesting Department	Description
P-6	Shadow Oak Tot Lot Replacement	225,000	PDF F	Community Services	Replace old, worn tot lot equipment with state of the art play apparatus.
P-7	Shadow Oak Parking Lot Improvements	120,000	PDF F	Community Services	Slurry seal upper and lower parking lots
P-8	Shadow Oak Marquee	75,000	PDF F	Community Services	Replace outdated and inefficient facility marquee with an electronic, programmable marquee to promote park and facility events and programs
P-16014	Resurface & Restripe Basketball Courts	17,100	CT	Community Services	Shadow Oak - resurface & restripe basketball courts & Tennis courts
P-16023	Shadow Oak Park Design & Construct Restroom	250,000	PDF F	Community Services	Design and construct new restroom, fix lower plateau parking lot, add ADA access (switchback) from lower to upper plateau

## STREET PROJECT DESCRIPTIONS

Project No.	Project Title	Cost of Item	Funding Sources	Requesting Department	Description
S-1	Pavement Management Plan Update	140,000	Prop C	Public Works	Field survey of arterials and residential streets and update of City's pavement management program
S-2	Implementation of Green Streets Improvements	1,425,000	Measure R	Public Works	Implement green street improvements such as pavur pavements, bioswales, etc in effort to meet NPDES MS4 permit requirements and objectives
S-3	Urban Forestation Program (Tree City USA)	100,000	GT	Public Works	Plant and maintain City trees
S-4	Sidewalks & Stamped Concrete	380,000	TDA	Public Works	Construct sidewalk along the designated City's Safe Routes to School plan and replace landscaped parkways with colored stamped concrete
S-5	Curb & Gutter Replacement	300,000	Measure R	Public Works	Remove and Replace damaged curbs and gutters citywide - Annual Program
S-6	Major Street Rehabilitation - Annual Program	5,275,000	STPL, Prop C, Measure R	Public Works	Based of Pavement Management System (PMS), construct the needed rehabilitation treatment that would extend the life of the roadway in the most cost effective manner possible
S-7	Residential Street Rehabilitation - Annual Program	3,900,000	Measure R, CDBG	Public Works	Based of Pavement Management System (PMS), construct the needed rehabilitation treatment that would extend the life of the roadway in the most cost effective manner possible
S-9	Drought Landscaping on Sunset Ave Median	400,000	Unfunded	Public Works	Remove existing grass and install drought tolerant planting and water wise irrigation on median along Sunset Avenue between West Covina Pkwy and Cameron Avenue
SP-13110	Amar Road Rehabilitation	846,505	ISTEA/T-21, Measure R	Public Works	Grind and lay new pavement, ADA ramps, lighting, left bound turn pocket at Amar and westbound Temple
SP-14203	Tree Plantings	24,334	LA County Grant	Community Services	Tree planting
SP-15101	City Yard Pavement Rehabilitation of Bus Travel Way	50,000	Prop C	Public Works	Pavement rehabilitation of bus travel way at City Yard
SP-15103	Pavement Management System	85,000	Prop C	Public Works	Citywide inspection and evaluation of roadway pavement conditions. This would result in a plan to maintain and repair roadways in the most efficient and cost effective manner. System is a requiement for city's and counties seeking funding from projects through the State Transportation Improvment Plan
SP-15104	Sidewalks & Stamped Concrete	33,041	TDA	Public Works	Sidewalks and stamped concrete
SP-15106	Street Rehab- Mjr/Resdntl St/CDBG/Curb/Guttr	1,963,000	CDBG, Measure R	Public Works	Rehabilitation of streets, curbs and gutters
SP-15107	Virginia w/o Barranca - Sidewalk Install	42,806	TDA	Public Works	Install sidewalk
SP-15108	Repainting Cell Tower at BKK	35,000	CT	Public Works	Repaint Cell Tower to prevent rusting
SP-16002	Street Rehab - Major & Residential	400,000	GT, Measure R	Public Works	Rehabilitation of Streets
SP-16039	Bus Stop Enhancement Program	70,110	Prop A, CP (Foothill Grant), Measure R	Public Works	Add covered shelters and trash recepticles to the bus stops that have a bench only
SP-16047	Glendora Avenue	5,810,000	Prop C, Unfunded	Public Works	Reconstruction and reconfiguration of Glendora Ave. Widen the median to a least 50' wide to accomadate pedestrians and events. Minimum one lance in each direction. Parallel or diagonal parking. Project is tied to and parrallel to City General plan through Planning Department



## TRAFFIC SIGNAL PROJECT DESCRIPTIONS

Project No.	Project Title	Cost of Item	Funding Sources	Requesting Department	Description
T-1	Merced/Sunset Avenues - Left Turn	190,000	GT, Unfunded	Public Works	Install protected left-turn phasing for the east and westbound Merced Avenue at Sunset Avenue
T-2	Glendora/Merced Avenues - Left Turn	190,000	GT, Unfunded	Public Works	Install protected left-turn phasing for the east and westbound Merced Avenue at Glendora Avenue
T-3	Traffic Signal at Cameron/Citrus Avenues	250,000	GT, Measure R	Public Works	Install new traffic signal at the intersection of Cameron Avenue and Citrus Avenue
T-4	Installation of Traffic Control Devices	150,000	Measure R	Public Works	Install traffic control devices (e.g. speed bumps, striping, pavement markers, signage, etc.)
T-5	Traffic Signal Modifications at Cameron/Lark Ellen Avenues	250,000	GT, Measure R	Public Works	Replace traffic signal poles, signal heads and accessories to comply with latest MUTCD regulations. Install illuminated street name signs at this intersection
T-6	Replacement of In-Roadway Flashing Lights at School Crosswalks	60,000	Measure R	Public Works	Purchase and replace non-functioning lights. Crosswalks located at: Cameron & Pima, Merced and Butterfield, and Willow and Farlington
T-7	Update Traffic & Engineering Surveys	80,000	Measure R	Public Works	Prepare Traffic and Engineering Surveys to establish lawful speed limits on City streets
T-8	Battery Replacement for Traffic Signal Battery Back-Up Systems	65,000	Measure R	Public Works	Replace expired and stolen battery back-ups at traffic signals
TP-08504	Traffic Controllers & Cabinet Upgrades	74,459	Prop C	Public Works	Traffic controllers and cabinet upgrades
TP-11503	Traffic Control System (ATM System)	39,655	Adv Traff Mgt Sys Grant	Public Works	Traffic controllers and cabinet upgrades
TP-15501	Francisquito at Sunset add Left-turn phasing	25,000	Prop C	Public Works	Protective left-turn phasing will be for the east and westbound approaches to the intersection. Includes 2 poles and mast arms, new vehicle LED signal indications, new pedestrian countdown signal heads, additional intersection lighting, and modifications of existing curb ramps to comply with ADA requirements
TP-16004	Battery Replacement for Battery Back-Up	35,000	GT	Public Works	Battery back-up systems were installed on City's traffic signal systems in the event of an electrical power blackout. The battery back-up system would enable the traffic signal systems operate fully for 2 to 3 hours and in flashing mode for an additional 4 hours. The systems are warranted to operate for two years and then need to be replaced
TP-16005	Spare Traffic Signal Cabinet & Controller	24,814	GT	Public Works	Spare traffic signal cabinet and controller
TP-16006	Traffic Safety Improvements, Citywide	25,000	GT	Public Works	Traffic safety improvements including striping and ballards

## UTILITIES PROJECT DESCRIPTIONS

Project No.	Project Title	Cost of Item	Funding Sources	Requesting Department	Description
U-1	Catch Basin Trash Capture Device Installation Program	250,000	CP (NPDES)	Public Works	Install "full trash capture devices" at 30 high and medium trash generating catch basins at various locations in the City
U-2	Upgrades for 2700 Azusa Sewer Lift Station	300,000	SF	Public Works	Upgrades to sewer pumps and installation of emergency generator on site to power sewer pumps
U-3	Replacement & Upgrade of pumps for Storm Water Lift Station at City Hall	50,000	Unfunded	Public Works	Replacement of pumps and upgrade of electrical panel used to pump storm water out of the parking lot
U-4	Upgrades for Sewer Lift Station in Basement of Police Department	300,000	Sewer	Public Works	Hire consulting company to evaluate sewer system and holding tank. Consultant will provide best way to upgrade sewer pumps and tank
U-5	Sewer System Management Plan Update	75,000	SF	Public Works	Update City's Sewer System Management Plan as mandated by WDR for SSO's
U-6	Bassett High School Regional Infiltration Project	560,000	CP (NPDES)	Public Works	This is a cooperative project with La Puente School District, City of La Puente, County of Los Angeles and City of West Covina to design and construct a regional storm water infiltration project at Bassett High School
U-7	Sewer Camera	100,000	SF	Public Works	Sewer Camera to replace aged camera
U-14110	Freeway Pump Station Clean Out	30,000	SF	Public Works	To clean debris from freeway underpass tanks. Tanks need to be cleaned periodically to ensure pumps and underpasses are working optimally
U-14112	Sewer Main Line Repairs	25,000	SF	Public Works	Water Resources Board Order No. 2006-003. Sewer line repairs to comply with mandates
U-14113	Sewer Maint. Mgmt (SSMP) - Update	25,000	SF	Public Works	Update City's Sewer System Management Plan as mandated by WDR for SSO's
U-16029	Sanitary Sewer Mgmt Plan Update	85,000	SF	Public Works	Update City's Sewer System Management Plan as mandated by WDR for SSO's
U-16030	Cameron Avenue Sewer Main Rehabilitation	525,000	SF	Public Works	Upgrade existing 10 inch sewer main to 15 inch sewer main on Cameron Avenue from Citrus Avenue to 750 feet easterly of Inman Road
U-16044	Retention Basin No. 3 Emergency Repairs	52,740	CP	Public Works	Erosion control at BKK site
U-16046	Catch Basin Inserts	44,604	GF, Used Oil	Public Works	Purchase and installation of catch basin inserts at various locations

## VEHICLES PROJECT DESCRIPTIONS

Project No.	Project Title	Cost of Item	Funding Sources	Requesting Department	Description
V-1	Fire Chief Response Vehicle	40,000	VR	Fire Dept	Replace 2002 Ford Crown Victoria Sedan - Fire Chief Response Vehicle
V-2	Fleet Management System	120,000	CP	Public Works	Implement Fleet Management System hardware and software improvements
V-3	Fire Command Vehicle	130,000	Unfunded	Fire Dept	Replace 2001 Ford Excursion Fire Command Vehicle currently assigned to fire station 2
V-4	Public Works, Maint. - 1 Ton Heavy Duty Truck with Service Body to Replace Unit 728	48,000	SF	Public Works	1 Ton heavy duty truck with service body to replace unit 728 (a 1991 GMC truck). Unit is used to tow equipment in cleaning sewer lines
V-5	Public Works, Maint. - Cargo Van for Communications to Replace Unit 52	28,000	VR	Public Works	Cargo Van to replace unit 52 (2003 cargo van)
V-6	Public Works Maint. - 1 Ton Truck with Lift Platform to Replace Unit 135	100,000	VR	Public Works	1 Ton truck with lift platform to replace unit 135 (1992 truck w/lift platform). Used for servicing the street signal lights and other electrical equipment
V-7	Public Works Maint. - 1/2 Ton Pick Up Truck to Replace Unit 402	28,000	VR	Public Works	1/2 Ton pick-up truck to replace unit 402 (2006 truck)
V-8	Public Works, Maint. - 1/2 Ton Pick Up Truck to Replace Unit 710	28,000	SF	Public Works	1/2 Ton pick up truck to replace unit 710 (1998 truck)
V-9	Public Works Maint. - 1/2 Ton Pick Up Truck to Replace Unit 200	28,000	VF	Public Works	1/2 Ton pick-up truck to replace unit 200 (2001 truck)
V-10	Public Works Maint. - 3/4 Ton Pick Up Truck to Replace Unit 159	38,000	SF	Public Works	3/4 Ton pick-up truck to replace unit 159 (2004 truck)
V-11	Police - Units P23, P27, P5 (K9), P4 (K9), and P15	276,510	CP	Police Dept	Replace Police Units P23, P27, P5 (K9), P4 (K9), and P15
V-12	Police - Replace 7 units	358,414	VR	Police Dept	Replace 7 patrol vehicles in fiscal year 2017/2018
V-13	Police - Replace 7 units	358,414	VR	Police Dept	Replace 7 patrol vehicles in fiscal year 2018/2019
V-14	Police - Replace 7 units	358,414	VR	Police Dept	Replace 7 patrol vehicles in fiscal year 2019/2020
V-15	Police - Replace 7 units	358,414	VR	Police Dept	Replace 7 patrol vehicles in fiscal year 2020/2021
VP-15703	Police - Hybrid Veh for Parking Enforcement	31,350	AQMD	Police Dept	Replace existing aged vehicle with alternative fuel vehicle
VP-15705	Public Works Maint. -Sewer Jetter to replace Unit #115 (5-year Lease to Own) - 1st & 2nd year	422,264	SF	Public Works	Replace aged Vactor/Jetter
VP-16001	New Hybrid Vehicle for Code Enhancement	31,350	AQMD	Police Dept	Replace existing aged vehicle with alternative fuel vehicle
VP-16031	Police Units: P10, 25, 30, 17A, 6, 51, 52	101,910	VR	Police Dept	Replace aged police units

# 2016-17 SCHEDULE OF POSITIONS

	<u>FY 13-14</u> <u>Adopted</u>	<u>FY 14-15</u> <u>Adopted</u>	<u>FY 15-16</u> <u>Amended</u>	<u>FY 16-17</u> <u>Adopted</u>
<b><u>CITY COUNCIL &amp; CITY MANAGER</u></b>				
City Manager	1.00	1.00	1.00	1.00
Assistant City Manager/CDC Director	1.00	1.00	-	-
Deputy City Manager	-	-	1.00	1.00
Management Analyst I / II	1.00	1.00	-	-
Sr. Redevelopment Project Manager	-	1.00	-	-
Economic Dev/Housing Manager	-	-	1.00	1.00
Redevelopment Project Manager	1.00	-	-	-
Econ Dev Project Coordinator	-	-	1.00	1.00
Economic Dev Specialist	-	-	-	1.00
Executive Asst to the City Manager	1.00	1.00	1.00	1.00
Sr Administrative Assistant	1.00	1.00	-	-
Administrative Assistant II	-	-	1.00	-
Administrative Assistant I	1.00	-	-	1.00
<b>Total - City Council &amp; City Manager</b>	<b><u>7.00</u></b>	<b><u>6.00</u></b>	<b><u>6.00</u></b>	<b><u>7.00</u></b>
<b><u>CITY CLERK</u></b>				
Assistant City Clerk	1.00	1.00	1.00	1.00
Deputy City Clerk	1.00	1.00	-	1.00
Administrative Assistant II	-	-	1.00	1.00
Administrative Technician	1.00	1.00	1.00	-
<b>Total - City Clerk</b>	<b><u>3.00</u></b>	<b><u>3.00</u></b>	<b><u>3.00</u></b>	<b><u>3.00</u></b>
<b><u>FINANCE DEPARTMENT</u></b>				
Finance & Administrative Services Director	1.00	1.00	-	-
Finance Director	-	-	1.00	1.00
Assistant Finance Director	-	-	1.00	-
Revenue Manager	1.00	1.00	-	-
Accounting Manager	1.00	1.00	1.00	1.00
Purchasing Manager	-	-	1.00	1.00
Information Technology Manager	-	-	-	1.00
Computer Systems Administrator	1.00	1.00	1.00	1.00
Management Analyst I / II	2.00	2.00	2.00	2.00
Accountant	1.00	1.00	2.00	3.00
Accounting Technician	2.00	2.00	3.00	3.00
Computer Services Technician	2.00	2.00	2.00	1.00
Reprographics Coordinator	-	-	1.00	1.00
Reprographics Technician	1.00	1.00	-	-
Sr. Administrative Assistant	-	-	1.00	1.00
Administrative Assistant II	1.00	1.00	-	-
Business License Inspector	1.00	1.00	-	-
Senior Account Clerk	4.00	4.00	2.00	2.00
Account Clerk	-	-	1.00	1.00
<b>Total - Finance Dept</b>	<b><u>18.00</u></b>	<b><u>18.00</u></b>	<b><u>19.00</u></b>	<b><u>19.00</u></b>

# 2016-17 SCHEDULE OF POSITIONS

	<u>FY 13-14</u> <u>Adopted</u>	<u>FY 14-15</u> <u>Adopted</u>	<u>FY 15-16</u> <u>Amended</u>	<u>FY 16-17</u> <u>Adopted</u>
<b><u>HUMAN RESOURCES DEPARTMENT</u></b>				
Human Resources Director	-	-	1.00	1.00
Human Resources Manager	1.00	1.00	-	-
Safety & Claims Manager	1.00	1.00	-	-
Management Analyst I / II	-	-	2.00	2.00
Human Resources Technician	2.00	2.00	2.00	2.00
Office Assistant II	-	1.00	-	-
<b>Total - Human Resources Dept</b>	<b><u>4.00</u></b>	<b><u>5.00</u></b>	<b><u>5.00</u></b>	<b><u>5.00</u></b>
<b><u>PLANNING DEPARTMENT</u></b>				
Planning Director	1.00	1.00	1.00	1.00
Principal Planner	-	1.00	-	-
Senior Planner	1.00	1.00	1.00	1.00
Senior Administrative Assistant	1.00	1.00	1.00	1.00
Planning Assistant	1.00	1.00	2.00	2.00
Planning Associate	1.00	-	1.00	1.00
<b>Total- Planning Dept</b>	<b><u>5.00</u></b>	<b><u>5.00</u></b>	<b><u>6.00</u></b>	<b><u>6.00</u></b>
<b><u>POLICE DEPARTMENT</u></b>				
Police Chief	1.00	1.00	1.00	1.00
Police Captain	2.00	2.00	2.00	2.00
Police Lieutenant	5.00	5.00	6.00	6.00
Police Sergeant	12.00	12.00	13.00	13.00
Police Corporal	17.00	17.00	16.00	16.00
Police Officer	53.00	56.00	59.00	62.00
<i>Subtotal Sworn</i>	<b><u>90.00</u></b>	<b><u>93.00</u></b>	<b><u>97.00</u></b>	<b><u>100.00</u></b>
Police Administrative Services Manager	1.00	1.00	1.00	1.00
Police Records Supervisor	1.00	1.00	1.00	1.00
Criminal Justice Research Analyst	1.00	1.00	1.00	1.00
Senior Administrative Assistant	2.00	2.00	2.00	2.00
Code Enforcement Supervisor	-	-	1.00	1.00
Community Enhancement Coordinator	-	2.00	-	-
Community Enhancement Officer	-	-	1.00	1.00
Administrative Assistant I	1.00	1.00	1.00	1.00
Victim Advocate	1.00	1.00	1.00	1.00
Community Services Officer	12.00	12.00	12.00	12.00
Lead Jailer	-	-	-	1.00
Jailer	6.00	6.00	6.00	5.00
Records Clerk I	6.00	6.00	6.00	6.00
Records Clerk II	4.00	4.00	4.00	4.00
<i>Subtotal Admin Services, Records, Jail</i>	<b><u>35.00</u></b>	<b><u>37.00</u></b>	<b><u>37.00</u></b>	<b><u>37.00</u></b>

# 2016-17 SCHEDULE OF POSITIONS

	<u>FY 13-14</u> <u>Adopted</u>	<u>FY 14-15</u> <u>Adopted</u>	<u>FY 15-16</u> <u>Amended</u>	<u>FY 16-17</u> <u>Adopted</u>
Software Development Manager	1.00	1.00	1.00	1.00
Senior Software Developer	2.00	2.00	2.00	2.00
Software Developer	6.00	6.00	6.00	6.00
User Support Specialist	1.00	1.00	1.00	1.00
Computer Services Technician	1.00	1.00	1.00	1.00
<i>Subtotal West Covina Service Group</i>	<u>11.00</u>	<u>11.00</u>	<u>11.00</u>	<u>11.00</u>
Communications Manager	-	-	1.00	1.00
Communications Supervisor	3.00	4.00	4.00	4.00
Public Safety Dispatcher	10.00	10.00	10.00	10.00
Senior Communications Operator	4.00	4.00	4.00	4.00
<i>Subtotal Dispatch</i>	<u>17.00</u>	<u>18.00</u>	<u>19.00</u>	<u>19.00</u>
<b>Total - Police Dept</b>	<b><u>153.00</u></b>	<b><u>159.00</u></b>	<b><u>164.00</u></b>	<b><u>167.00</u></b>
 <b><u>FIRE DEPARTMENT</u></b>				
Fire Chief	1.00	1.00	1.00	1.00
Assistant Fire Chief	3.00	3.00	3.00	3.00
Assistant Fire Chief / Fire Marshal	-	1.00	1.00	-
Fire Captain	15.00	18.00	18.00	18.00
Fire Engineer	15.00	18.00	18.00	18.00
Firefighter / Paramedic	32.00	36.00	35.00	35.00
Firefighter	1.00	3.00	1.00	1.00
<i>Subtotal Sworn</i>	<u>67.00</u>	<u>80.00</u>	<u>77.00</u>	<u>76.00</u>
Fire Marshal	-	-	-	1.00
Deputy Fire Marshal	1.00	1.00	1.00	-
Management Analyst I / II	-	-	-	1.00
Senior Administrative Assistant	1.00	1.00	1.00	1.00
Administrative Aide	-	-	-	1.00
Senior Account Clerk	1.00	1.00	1.00	1.00
<i>Subtotal Non Sworn</i>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>5.00</u>
<b>Total - Fire Dept</b>	<b><u>70.00</u></b>	<b><u>83.00</u></b>	<b><u>80.00</u></b>	<b><u>81.00</u></b>
 <b><u>PUBLIC WORKS DEPARTMENT</u></b>				
Public Works Director / City Engineer	1.00	1.00	1.00	1.00
Assistant City Engineer	-	-	-	1.00
Management Analyst I / II	1.00	1.00	1.00	1.00
Senior Administrative Assistant	1.00	1.00	1.00	1.00
Administrative Assistant I	1.00	-	1.00	1.00
Office Assistant II	1.00	1.00	-	-
<i>Subtotal Administration</i>	<u>5.00</u>	<u>4.00</u>	<u>4.00</u>	<u>5.00</u>
Deputy Building Official	1.00	1.00	1.00	1.00
Public Works Project Supervisor	1.00	-	-	-
Code Enforcement Coordinator	1.00	-	-	-
Building Inspector	2.00	2.00	2.00	2.00
Building Permit Technician	2.00	2.00	2.00	2.00
<i>Subtotal Building</i>	<u>7.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>

# 2016-17 SCHEDULE OF POSITIONS

	<u>FY 13-14</u> <u>Adopted</u>	<u>FY 14-15</u> <u>Adopted</u>	<u>FY 15-16</u> <u>Amended</u>	<u>FY 16-17</u> <u>Adopted</u>
Public Works Project Supervisor	-	-	1.00	1.00
Civil Engineering Associate	2.00	2.00	1.00	-
Civil Engineering Assistant	1.00	1.00	1.00	1.00
Engineering Technician	1.00	1.00	1.00	1.00
<i>Subtotal Engineering</i>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>3.00</u>
Maintenance Operations Manager	1.00	1.00	1.00	1.00
Equipment Maintenance Supervisor	1.00	1.00	1.00	1.00
Park Maintenance Supervisor	1.00	1.00	1.00	1.00
Street Maintenance Supervisor	-	1.00	1.00	1.00
Building Maintenance Leadworker	1.00	1.00	1.00	1.00
Electrician II	2.00	2.00	2.00	2.00
Equipment Mechanic Leadworker	1.00	1.00	1.00	1.00
Equipment Mechanic II	2.00	2.00	2.00	2.00
Equipment Operator	2.00	2.00	2.00	2.00
Maintenance Leadworker	8.00	8.00	8.00	8.00
Senior Maintenance Worker	5.00	6.00	6.00	6.00
Maintenance Worker I / II / III	12.00	10.00	10.00	10.00
Senior Administrative Assistant	1.00	1.00	-	-
Administrative Assistant II	-	-	1.00	1.00
Administrative Assistant I	-	1.00	1.00	1.00
Administrative Aide	1.00	1.00	1.00	-
Account Clerk	1.00	1.00	-	-
Senior Account Clerk	-	-	1.00	1.00
Contract Coordinator	1.00	1.00	1.00	1.00
Office Assistant II	1.00	-	-	-
Operations Technician	1.00	1.00	1.00	1.00
Street Section Coordinator	1.00	-	-	-
Communications Technician	1.00	1.00	1.00	1.00
<i>Subtotal Maintenance</i>	<u>44.00</u>	<u>43.00</u>	<u>43.00</u>	<u>42.00</u>
<b>Total - Public Works Dept</b>	<b><u>60.00</u></b>	<b><u>56.00</u></b>	<b><u>56.00</u></b>	<b><u>55.00</u></b>
<b><u>COMMUNITY SERVICES DEPARTMENT</u></b>				
Community Services Director	1.00	1.00	1.00	1.00
Community Services Manager	1.00	1.00	1.00	-
Recreation Superintendent	-	-	-	1.00
Management Analyst I/II	1.00	1.00	1.00	1.00
Recreation Services Supervisor	3.00	1.00	1.00	1.00
Senior Citizens Services Supervisor	1.00	1.00	1.00	1.00
Administrative Assistant II	-	-	-	1.00
Administrative Assistant I	1.00	1.00	1.00	1.00
Cook	1.00	1.00	1.00	1.00
Senior Account Clerk	1.00	1.00	-	-
Community Services Coordinator	-	2.00	2.00	2.00
Office Assistant II	-	-	1.00	-
<b>Total - Community Services Dept</b>	<b><u>10.00</u></b>	<b><u>10.00</u></b>	<b><u>10.00</u></b>	<b><u>10.00</u></b>
<b>GRAND TOTAL</b>	<b><u>330.00</u></b>	<b><u>345.00</u></b>	<b><u>349.00</u></b>	<b><u>353.00</u></b>