

CITY OF WEST COVINA CALIFORNIA

OPERATING AND CAPITAL
IMPROVEMENT PROGRAM BUDGET
FISCAL YEAR 2017-2018



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CITY OF WEST COVINA, CALIFORNIA

1444 W. Garvey Avenue South, West Covina CA 91790

ADOPTED BUDGET

for fiscal year
July 1, 2017 - June 30, 2018

CITY COUNCIL

Corey Warshaw, Mayor
Mike Spence, Mayor Pro Tem
Lloyd Johnson
James Toma
Tony Wu

CITY MANAGER

Chris Freeland

EXECUTIVE MANAGEMENT TEAM

Nikole Bresciani, Assistant City Manager / Community Services Director
Laura Minnich, Deputy City Manager
Kimberly Hall Barlow, City Attorney
Rosalia Butler, Assistant City Clerk
Vacant Position, Finance Director
Larry Whithorn, Fire Chief
Edward Macias, Human Resources Director
Jeff Anderson, Planning Director
Richard Bell, Interim Police Chief
Chino Consunji, Public Works Director

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June 22, 2017

Honorable Mayor, Council Members and Citizens of West Covina:

I am pleased to present the Fiscal Year (FY) 2017-18 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, and providing financial stability for the City. The City's financial condition remains stable for FY 2017-18, with a projected year-end unassigned fund balance in the General Fund that maintains the City's 20% reserve requirement.

New revenues such as dog license canvassing and paramedic assessment fees, have been incorporated into the FY 2017-18 Operating and CIP Budget. In addition, the City Council's adoption of a new Fee Schedule on April 19, 2017, was an important step in minimizing the burden on the General Fund by updating outdated fees and charges. Several expenditure cuts have also been made, including the elimination of the aquatics program and special events, the removal of vehicle replacement funding for FY 2017-18, cuts to non-essential travel/training, restructuring of City positions including the elimination of 13 vacant positions, cuts to City Council allowances and Commissioner/Treasurer budgets, and changing tree trimming from a 5 year to a 7 year cycle. Upcoming changes to the City's fleet operations were also incorporated, and the Police Department was asked to meet a managed savings of \$1.2 million. Some of these cuts are substantial and are likely to impact delivery of services to the community to varying degrees.

The development of the FY 2017-18 Operating and CIP Budget presented many challenges for the City Council, staff, and the community. In the face of slowing growth in sales tax revenues and rising pension and health care costs, General Fund expenditures continue to outpace revenue growth and many tough decisions had to be made.

FUTURE CHALLENGES:

While staff was successful in closing a significant budget gap, there are still several challenges that need to be addressed, both in the immediate future and in the coming years.

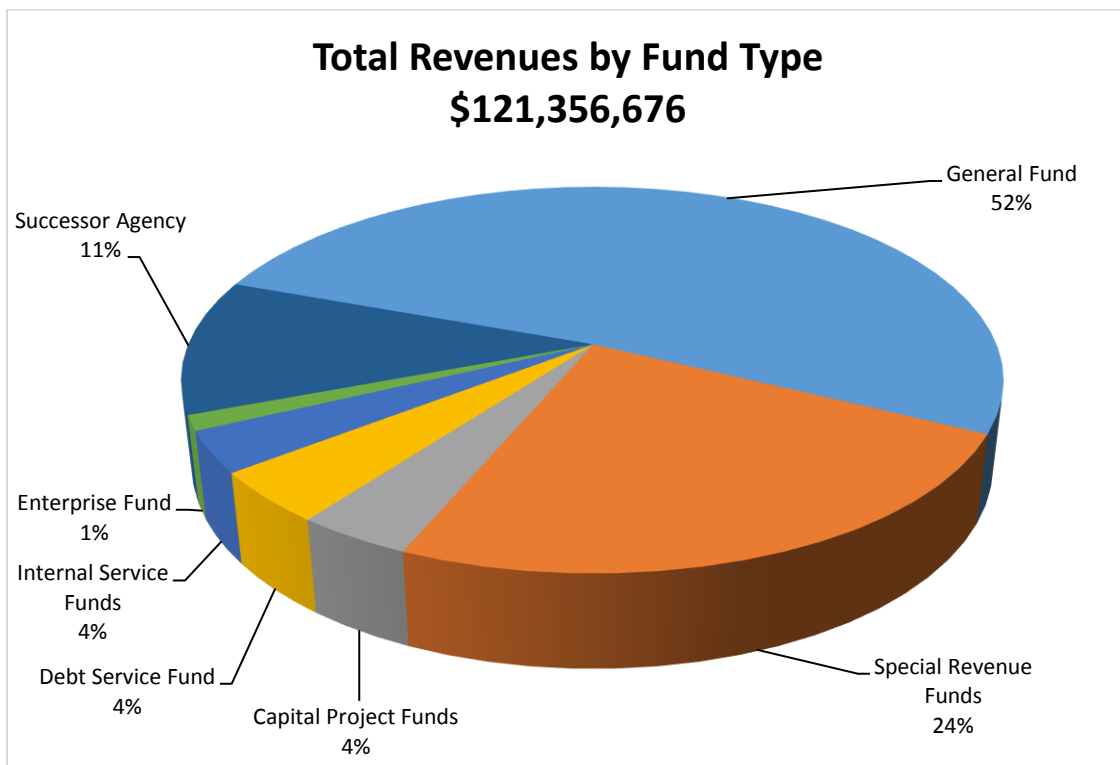
- The Memorandum of Understanding (MOU) for eight out of the City's nine bargaining groups, including the Police Officers' Association and the Firefighters' Association.
- Identifying and implementing changes to the Fire Department staffing model to address increased need for ambulance services and reduced funding.

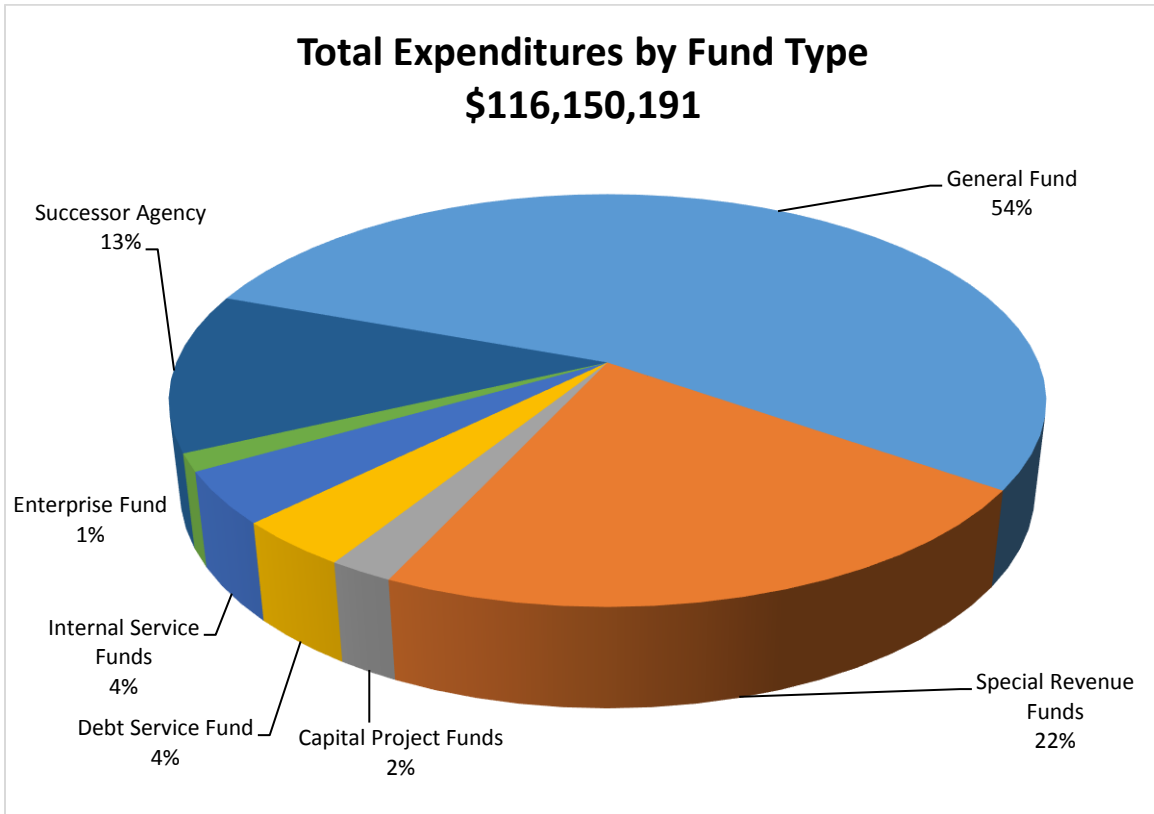
- Maintaining public safety as the City’s top priority, while reducing the costs for police and fire services to below 70% of the General Fund.
- Pension costs continue to rise at alarming rates, with expected pension costs to increase by \$2.3 million in FY 2018-19.
- Sales tax revenues are projected to remain flat over the course of the next few years.
- Aging of the City’s infrastructure and vehicles.
- Seeking new revenues to offset increases in costs for personnel and services.
- Continue to address state takeaways from the elimination of redevelopment.

Maintaining City services and programs will require diligence and creativity from both the City Council and staff in order to meet the growing demands of the community in the face of decelerating revenue growth. Staff will continue to present these challenges to the community and take appropriate measures to address them.

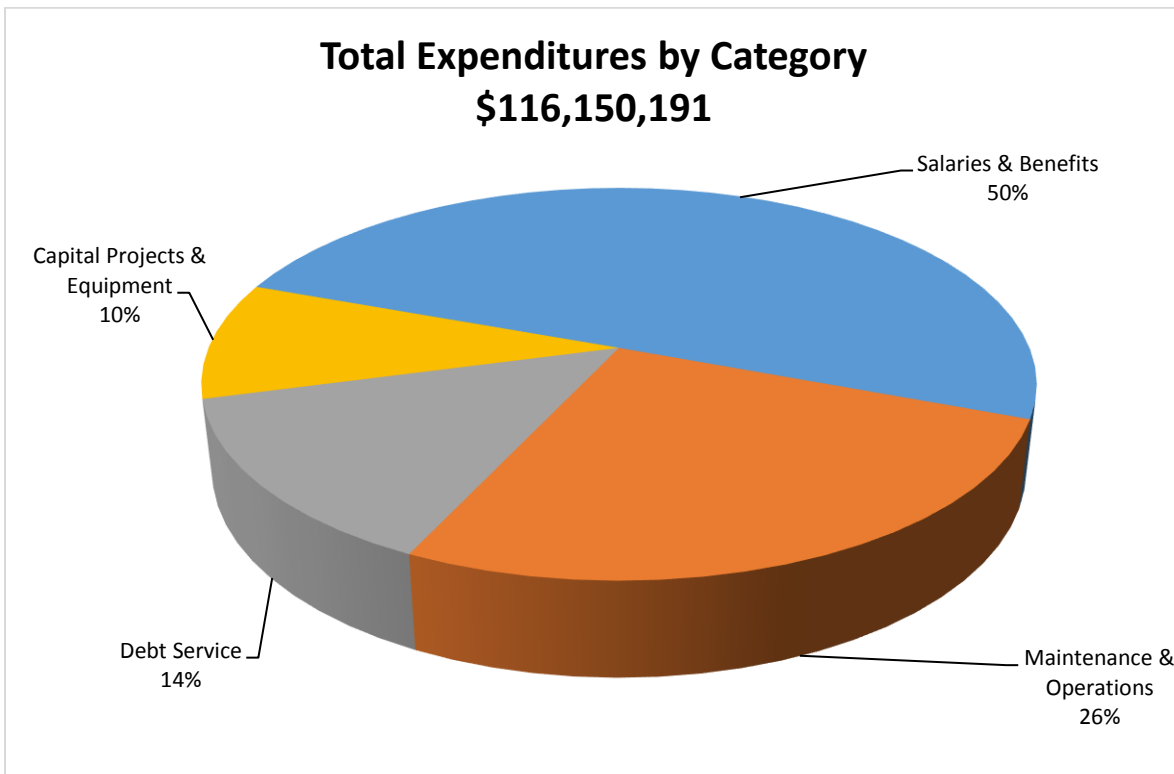
PROPOSED BUDGET INFORMATION:

For Fiscal Year 2017-18, estimated revenues (including transfers in) on an *all funds* basis are \$121,356,676. Many funds make up the total budget amount, with the largest being the General Fund in the amount of \$62,777,652, or 52% of the City’s total.





For Fiscal Year 2017-18, expenditures (including transfers out) for all budgeted funds are estimated at \$116,150,191. Many funds make up the total budget amount, with the largest being the General Fund in the amount of \$62,910,584, or 54% of the organization's total budget.



Personnel costs inclusive of all City funds are anticipated to increase by \$2 million from \$56.3 million to \$58.3 million this FY. 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 decrease from 359 to 346.

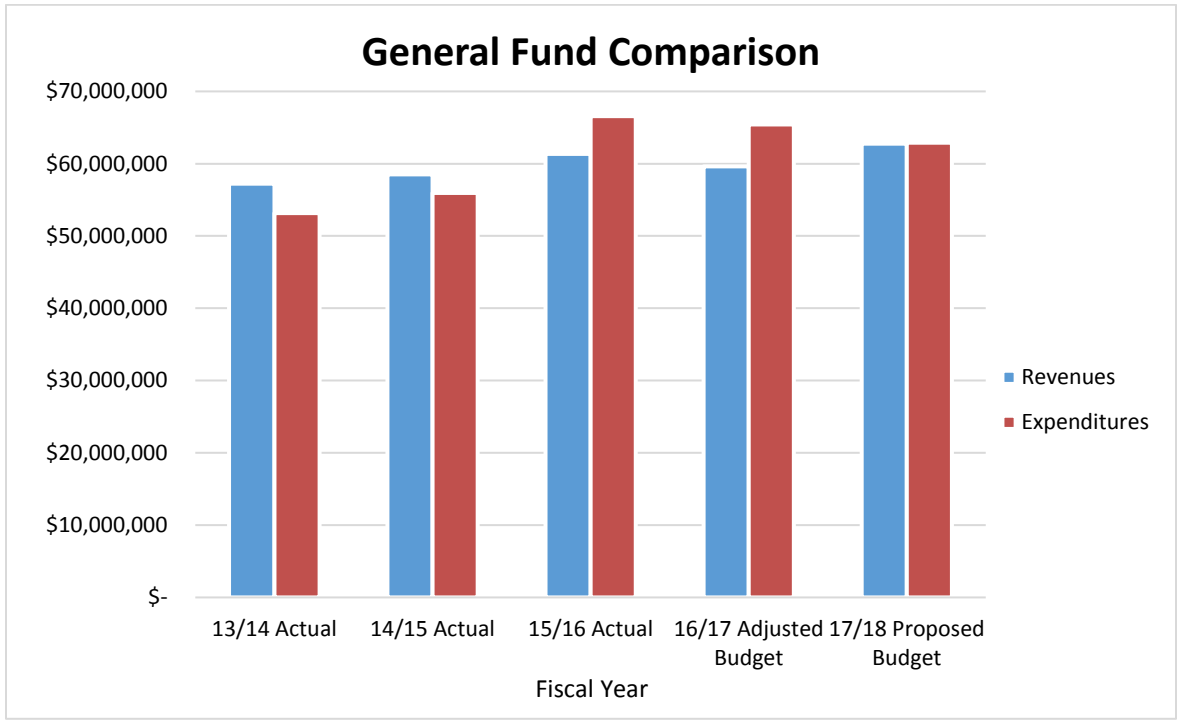
General Fund

The City’s overarching 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 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 \$13.5 million, which is 21.7% of operating expenditures and meets the City’s 20% reserve policy. The General Fund ending unassigned fund balance, or reserve, is equivalent to a “savings account” to cover unexpected costs or significant economic changes. The intent is not to use this for normal operating expenses.

A summary of the General Fund balance is illustrated below:

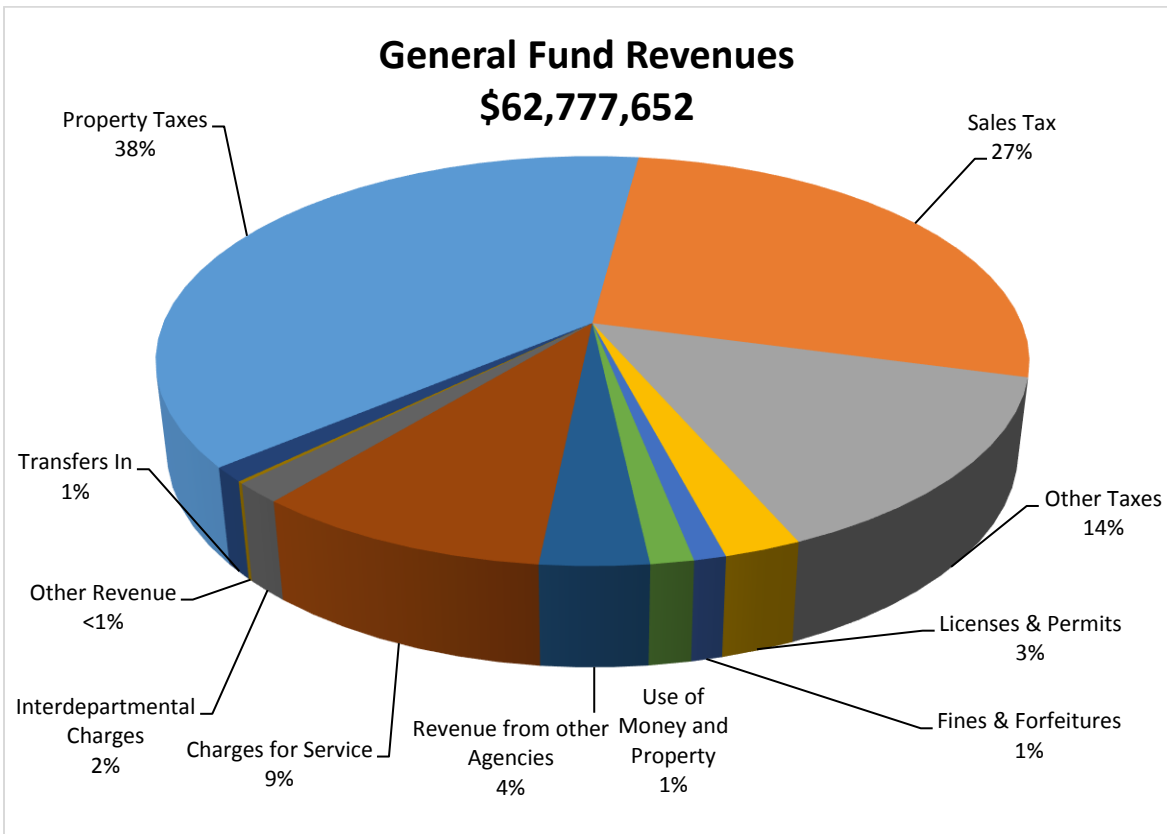
Estimated Beginning Fund Balance @ 7/1/17		\$ 17,584,496
Operating:		
Revenues	62,258,831	
Expenditures	(62,203,612)	
Operating revenues over (under) expenditures		55,219
Non-operating revenues		518,821
Non-operating transfers out		(706,972)
Fund Balance:		
Nonspendable for Advances	3,969,135	
Unassigned	\$ 13,482,429	
Estimated Ending Fund Balance @ 6/30/18		\$ 17,451,564
Unassigned Fund Balance as a % of Operating Expenditures		21.67%
Note: Fund Balance Reserve Policy set the minimum unassigned fund balance to at least 20% of General Fund operating expenditures.		

The General Fund’s estimated ending fund balance for FY 2017-18 is \$17.5 million, but \$4 million is considered nonspendable. The nonspendable portion consists of unpaid loans from the Department of Finance (DOF) which have been approved loans to the former Redevelopment Agency and will be repaid over the next few years.

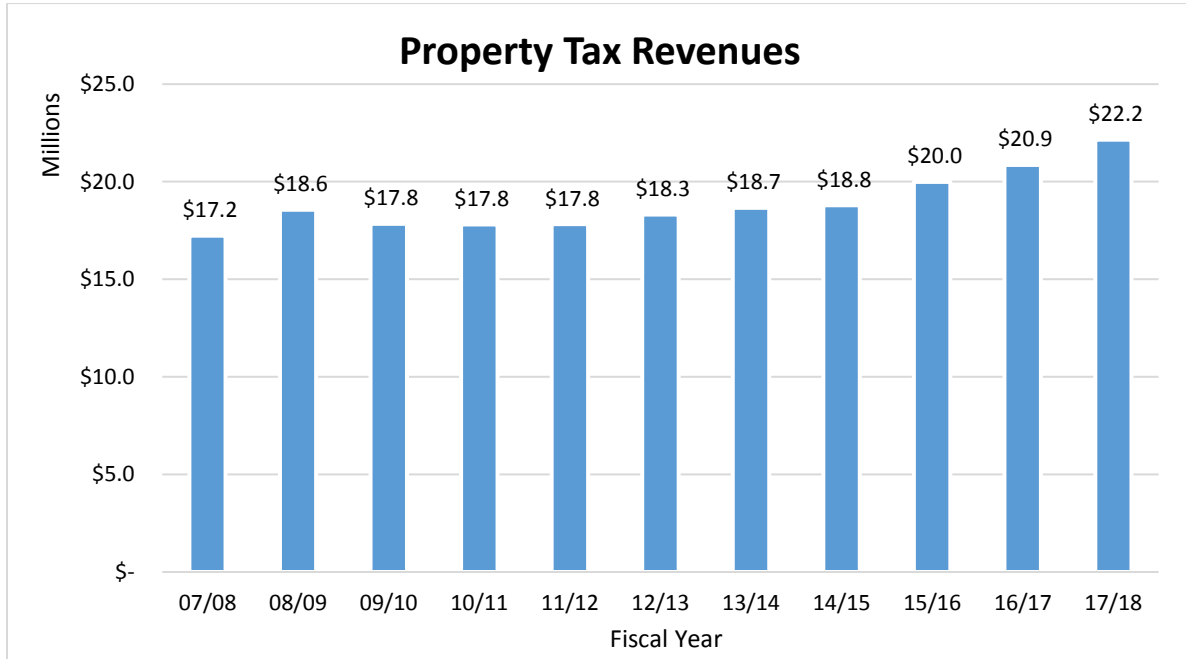


General Fund Revenues:

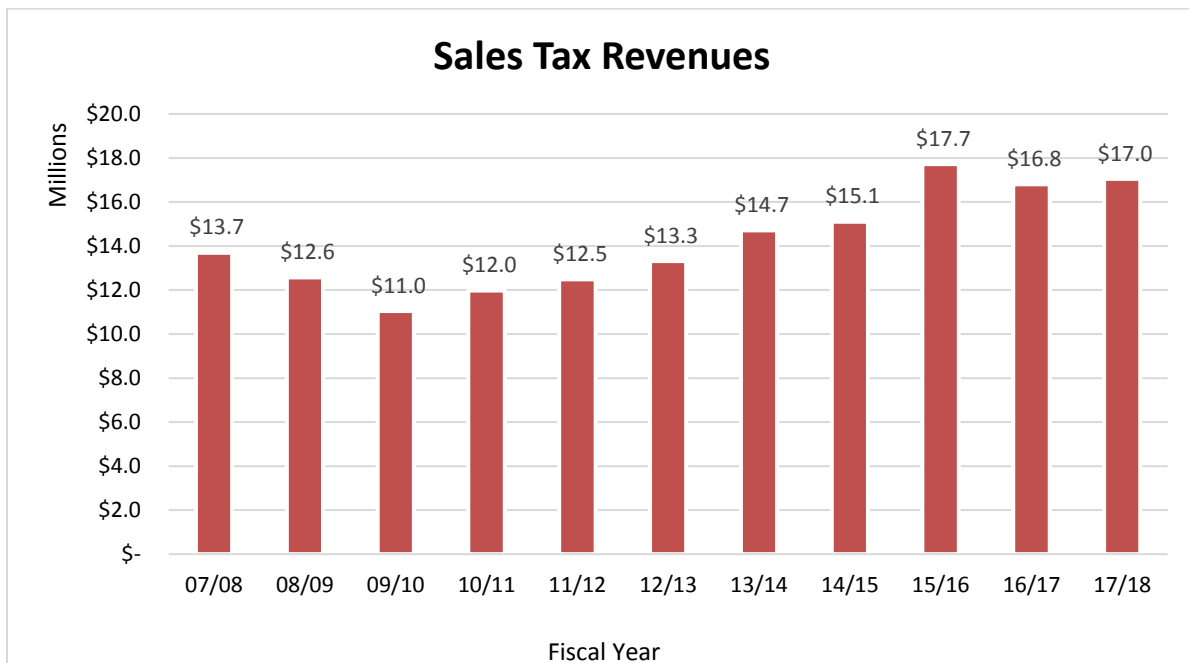
Total General Fund revenues are projected to be \$62,777,652, an increase of \$3.2 million or 5.3% from the prior year adopted budget. The increase is due to the anticipated growth in property tax revenues and charges for services.



- Property tax revenues represent 38% of General Fund revenues for FY 2017-18. Property tax revenues are projected to increase 6.2% from the previous fiscal year. These revenue projections do not include the City's share of residual tax increment revenues from the former Redevelopment Agency in the estimated amount of \$1,800,000.

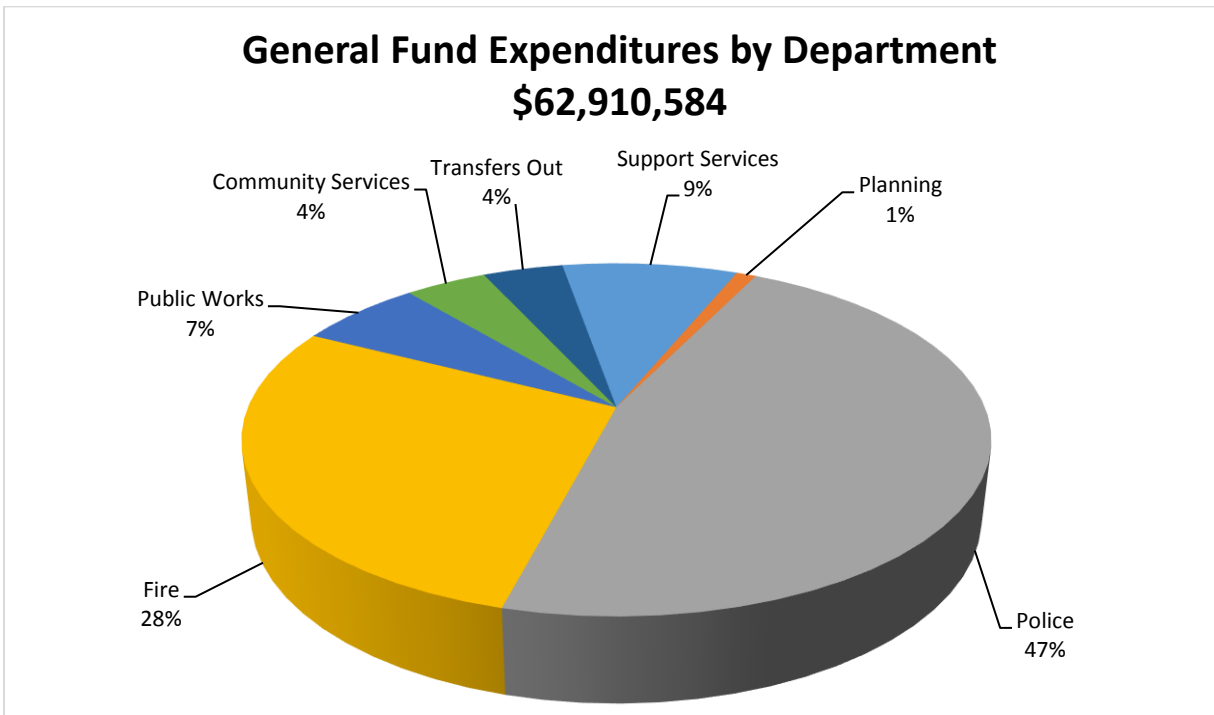


- Sales tax represents 27% of General Fund revenues for FY 2017-18. Sales tax revenues are projected to increase 1.5% from the previous fiscal year.

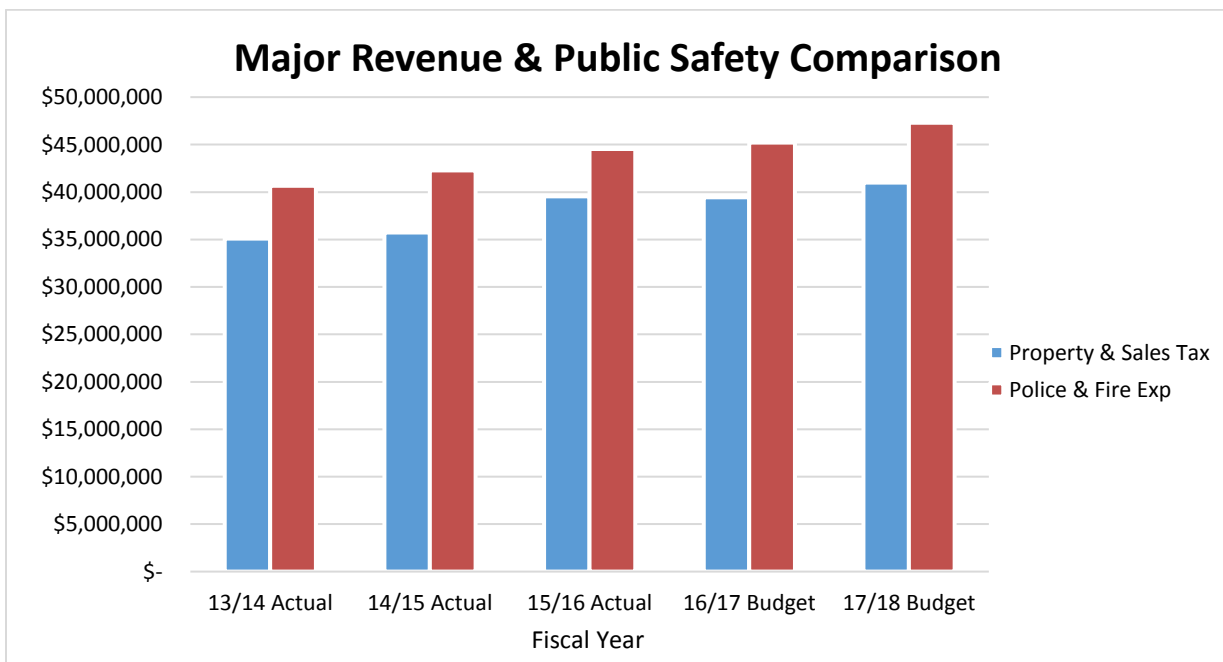


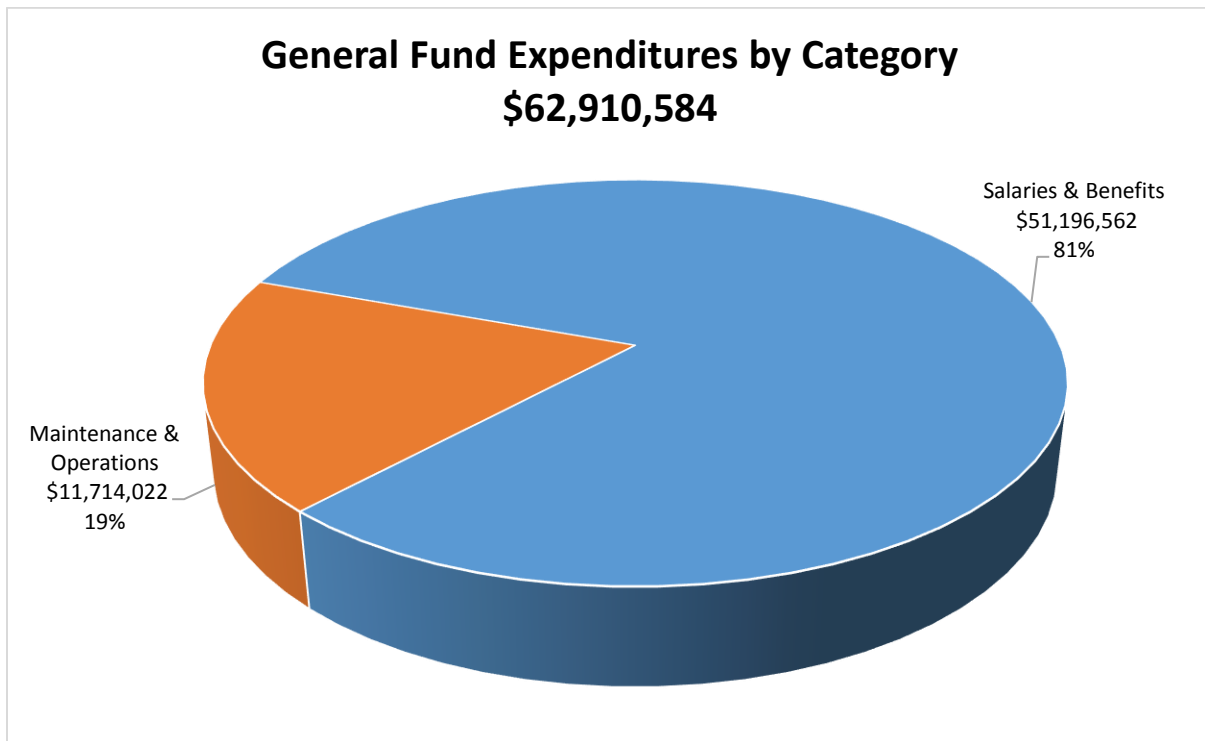
General Fund Expenditures:

Proposed General Fund expenditures for FY 2017-18 are projected to be \$62,910,584. This equates to an increase in expenditures of 3.8%, or \$2.3 million when compared to the adopted budget for FY 2016-17. The majority of General Fund expenditures are appropriated for Public Safety services (75%) followed by Support Services (9%) and Public Works (7%). The chart below illustrates General Fund Expenditures by Department.



The below bar chart comparison shows that public safety costs continue to outpace the City's property tax and sales tax revenues combined.





- Personnel

General Fund personnel costs are projected to total \$51.2 million, an increase of \$3.3 million from the prior year adopted budget. The increase is a result of rising PERS costs and the implementation of new Memorandum of Understandings (MOUs) for all nine of the City's bargaining groups.

- Materials & Services

The materials & services budget of \$11.7 million decreased by \$885,166 from the prior year adopted budget due a number of cuts and cost saving measures being implemented by City staff.

- Transfers Out

The General Fund will make transfers out to other funds in the amount of \$2.6 million. The transfers out will fund debt service payments, the Department of Finance (DOF) settlement payment and funding for the IT Master Plan.

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, 2017, through June 30, 2018, (ROPS 17-18). 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, 2017, the total principal and interest the City will receive is \$7,968,819.

CAPITAL IMPROVEMENT PROGRAM (CIP):

Staff is proposing a number of CIP projects for FY 2017-18, totaling \$11.3 million. The majority of them are being funded from special revenue funds, with only two projects being funded by the General Fund for a total of \$130,000. The two General Fund CIP projects are for replacing all Fire Department Self Contained Breathing Apparatus Masks and to fund the Catch Basin Trash Capture Device Installation Program. The most notable CIP projects, funded with special revenue funds, include the redesign of Glendora Avenue, which staff is proposing to have funded through a City bond, Azusa Avenue street rehabilitation, upgrades to the Azusa sewer lift station, residential street rehabilitation, drought tolerant landscaping, and concrete repairs.

CONCLUSION:

In summary, the City Budget is an expression of a plan for the upcoming fiscal year based on the most current projections of revenues and expenditures available. This budget 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.

Throughout the fiscal year, City staff will continue to monitor key economic indicators, sources of revenues, and spending levels as part of ongoing efforts to provide a sound conservative fiscal approach. The success of City programs, department savings goals and project efforts during the year will shape the fiscal impact in meeting budget goals. As the budget is a live document, staff will evaluate budget performance, financial conditions, and City Council recommendations, and make adjustments when necessary during the fiscal year. Any adjustments will be brought forth on a regular basis for City Council approval to keep this live document at the most current state based on these indicators.

Staff would like to thank the City Council for their positive leadership and direction that has facilitated the preparation of the Fiscal Year 2017-18 Operating and Capital Improvement Program Budget.

Respectfully submitted,



Chris Freeland
City Manager

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OVERVIEW

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, 2018, the appropriation limit is \$173,698,989. 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 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
- Debt Service
- Capital Projects
- Proprietary
- Private Purpose Trust

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

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 City activities. 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.

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.

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), and 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.

Taskforce for Regional Auto Theft Prevention (TRAP) Grant (Fund 233)

A regional law enforcement taskforce known as TRAP is funded through vehicle registration fees pursuant to Vehicle Code section 9250.14 (SB-2139). The primary mission of TRAP is to combat auto thefts and spearhead major investigations related to vehicle thefts throughout the Southern California regions.

City Law Enforcement Grant (Fund 234)

This fund accounts for personnel costs that are reimbursable through the Board of State and Community Corrections (BSCC) City Law Enforcement Grant.

Measure M (Fund 235)

Under Measure M, 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 M Funds for certain capital projects or transportation projects such as street rehabilitation and reconstruction, traffic monitoring systems, and congestion management and planning.

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)

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.

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 Acquisition (Fund 169)

The funds paid into this fund are to be utilized for new parkland acquisition and the development of new parkland.

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 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 which oversees the 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.

Retirement Health Savings Plan (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

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:

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.

Year-ending June 30	Principal
2018	\$ 578,918
2019	578,918
2020	578,918
2021	578,918
2022	578,918
2023-2027	2,894,590
2028-2032	2,894,590
2033-2035	1,736,745
Total	\$ 10,420,515

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 1st and September 1st of each year. Final maturity is in September 2022.

Year-ending June 30	Principal	Interest
2018	\$ 3,000,000	\$ 1,256,400
2019	3,250,000	1,068,900
2020	3,495,000	866,550
2021	3,735,000	649,650
2022	4,055,000	415,950
2023	4,905,000	147,150
Total	\$ 22,440,000	\$ 4,404,600

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
2018	\$ 625,000	Variable
2019	670,000	Variable
Total	\$ 1,295,000	Variable

2017 Tax Allocation Revenue Refunding Bonds, Series A (Tax-Exempt) and B (Federally Taxable), Original Issue - \$15,380,000 – This is composed of Series A (\$4,725,000) and Series B (\$10,655,000) bonds issued in February 2017, to refinance the 1998 Housing Set-Aside Tax Allocation Bonds, Series A and B, the 2001 Housing Set-Aside Tax Allocation Revenue Bonds, the 2002 Tax Allocation Refunding Bonds and the 1999 Taxable Variable Rate Demand Tax Allocation Bonds. Interest rates range from 2.0% to a maximum of 5.0% over the term of the Series A bonds and from 1.0% to a maximum of 4.0% over the term of the Series B bonds. The bonds are payable from and secured by designated property tax revenues (formerly tax increment revenues).

Year-ending June 30	Series A Principal	Series A Interest	Series B Principal	Series B Interest
2018	\$ 630,000	\$ 181,336	\$ 850,000	\$ 273,722
2019	620,000	157,275	1,145,000	248,350
2020	640,000	131,975	1,180,000	229,438
2021	670,000	99,225	1,195,000	206,416
2022	400,000	74,475	1,215,000	178,531
2023-2027	1,765,000	118,363	3,550,000	501,353
2028-2032	-	-	1,520,000	107,669
Total	\$ 4,725,000	\$ 762,649	\$10,655,000	\$ 1,745,479

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:

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. The final maturity date is May 1, 2034.

Year-ending June 30	Principal	Interest
2018	\$ 395,000	Variable
2019	410,000	Variable
2020	430,000	Variable
2021	450,000	Variable
2022	465,000	Variable
2023-2027	2,690,000	Variable
2028-2032	3,370,000	Variable
2033-2034	1,580,000	Variable
Total	\$ 9,790,000	Variable

2002 Lease Revenue Refunding Bonds, Series B (Public Facilities Project), Original Issue - \$19,205,000 – 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 the Series B bond is paid monthly at a variable rate. Principal on Series B bonds are due annually on September 1st and the bonds mature in 2035. 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.

Year-ending June 30	Principal	Interest
2018	\$ 560,000	Variable
2019	575,000	Variable
2020	595,000	Variable
2021	610,000	Variable
2022	630,000	Variable
2023-2027	3,440,000	Variable
2028-2032	3,985,000	Variable
2033-2036	3,640,000	Variable
Total	\$ 14,035,000	Variable

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 1st 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.

Year-ending June 30	Principal	Interest
2018	\$ 65,000	Variable
2019	65,000	Variable
2020	65,000	Variable
2021	65,000	Variable
2022	70,000	Variable
2023-2027	355,000	Variable
2028-2032	385,000	Variable
2033-2037	415,000	Variable
2038-2042	445,000	Variable
2043-2044	190,000	Variable
Total	\$ 2,120,000	Variable

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.

Year-ending June 30	Series A Principal	Series A Interest	Series B Principal	Series B Interest
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	345,000	462,250	240,000	342,077
2023-2027	2,235,000	2,012,500	1,440,000	1,474,133
2028-2032	2,840,000	1,396,000	1,940,000	980,002
2033-2036	3,825,000	536,750	2,020,000	315,640
Total	\$ 10,155,000	\$ 6,365,895	\$ 6,470,000	\$ 4,609,328

RESOLUTION NO. 2017-66

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST COVINA, CALIFORNIA, ADOPTING THE OPERATING BUDGET FOR THE CITY OF WEST COVINA AND THE SUCCESSOR AGENCY TO THE FORMER WEST COVINA REDEVELOPMENT AGENCY AND THE CAPITAL IMPROVEMENT PROGRAM FOR FISCAL YEAR 2017-18

WHEREAS, the City Manager has presented to the City Council a proposed budget for Fiscal Year 2017-18; and

WHEREAS, the City Council of the City of West Covina has conducted a public meeting on June 22, 2017, to consider the Fiscal Year 2017-18 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 2017-18 budget for the City, the Successor Agency to the Former West Covina Redevelopment 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 2017-18, 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 2017-18, as prepared and submitted by the Executive Director and as modified by the Agency Board Members, is hereby approved, adopted and appropriated, on the express condition that said budget be published the same as a separate component of the City of West Covina's budget, and further conditioned on the City of West Covina, its General Fund and all its various other accounting funds are NOT obligated to finance or fulfill any Successor Agency Obligations. 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. 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 4. 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 5. 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 6. 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 2017-18 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 7. At the close of the 2016-17 Fiscal Year, unexpended appropriations in the Operating Budget may be carried forward to the 2017-18 Fiscal Year upon review by the Finance Department and approval of the City Manager or his/her designee for the expense of outstanding purchase commitments and programs.

SECTION 8. 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.

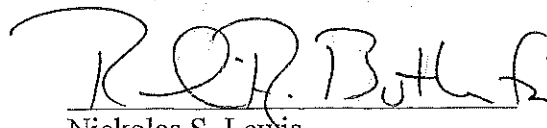
PASSED, APPROVED, AND ADOPTED this 22nd day of June, 2017.


Corey Warshaw
Mayor

APPROVED AS TO FORM:


Kimberly Hall Barlow
City Attorney

ATTEST:


Nickolas S. Lewis
City Clerk

RESOLUTION NO. 2017-67

**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, 2018**

WHEREAS, Article XIII B of the California Constitution requires the Legislative Body to establish its appropriations limit for the upcoming fiscal year ending June 30, 2018; 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, 2018, 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 local assessed value due to the addition of non-residential new construction (rather than the change in California per capita personal income).

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, 2018, is established at \$173,698,989; 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.

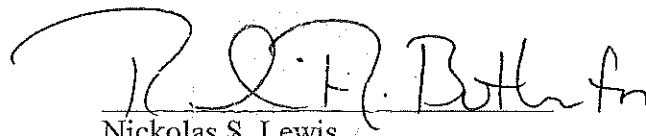
PASSED, APPROVED, AND ADOPTED this 22nd day of June, 2017.


Corey Warsaw
Mayor

APPROVED AS TO FORM:


Kimberly Hall Barlow
City Attorney

ATTEST:


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 2017-18, the estimated tax proceeds appropriated by the West Covina City Council are under the limit. The Appropriations Limit for fiscal year 2017-18 is \$173,698,989. This amount is the maximum amount of tax proceeds the City is able to appropriate and spend in fiscal year 2017-18. The appropriations subject to the limit are \$45,901,683 leaving the City with an appropriations capacity under the limit of \$127,797,306.

APPROPRIATIONS LIMIT CALCULATION - FISCAL YEAR 2017-18

Part I - Calculation of Appropriations Limit

Appropriations Limit - Fiscal Year 2016-17:		\$ 156,824,656
Change in Non-Residential Assessed Value due to New Construction (10.13%)	1.1013 ^(a)	
Change in County Population (0.57%):	1.0057 ^(a)	
Calculation of Growth Factor (1.1013 x 1.0057)		1.1076
Appropriations Limit - Fiscal Year 2017-18:		\$ 173,698,989

Part II - Appropriations Subject to the Limit

Proceeds from Taxes		\$ 45,901,683
Less: Debt Service Payments		-
Total Appropriations Subject to the Limit		\$ 45,901,683

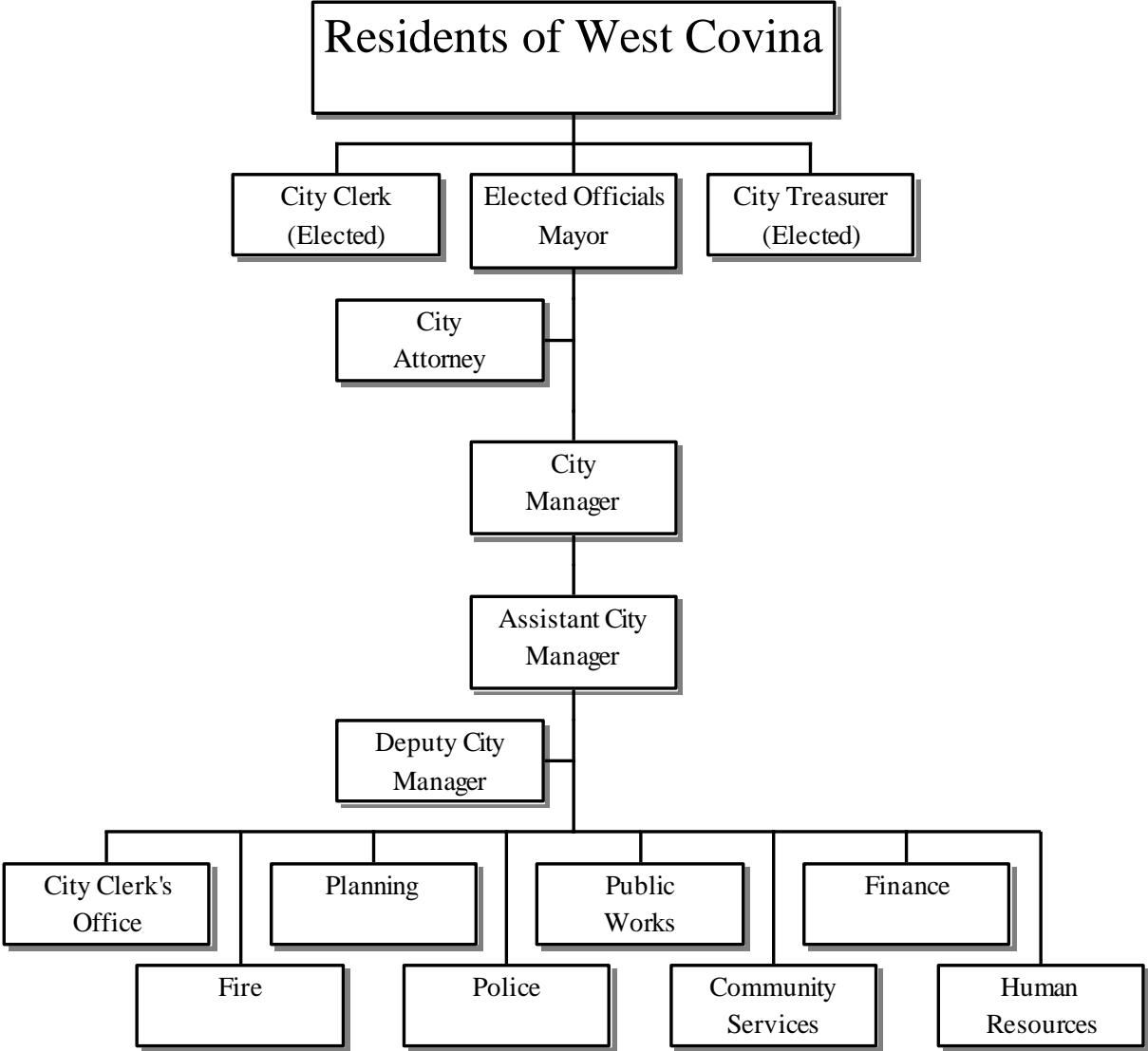
Part III - Calculation of Appropriations Over/Under the Limit

Appropriations Limit - Fiscal Year 2017-18:		\$ 173,698,989
Less: Appropriations Subject to Limitation		(45,901,683)
Total Appropriations Under the Limit		\$ 127,797,306

^(a) Source: Los Angeles County Assessor 2016-17 Secured Tax Rolls

^(a) Source: State of California, Department of Finance, Price and Population Information, May 2017

FY 2017-18 CITYWIDE ORGANIZATIONAL CHART



City of West Covina
Principal Property Tax Payers

For Fiscal Year Ending June 30, 2016			
Taxpayer	Taxable Assessed Value	Rank	Percent of Total Taxable Assessed Value
Plaza West Covina LLC	\$ 224,708,376	1	2.21%
Eastland Shopping Center LLC	151,417,830	2	1.49%
La Palma Royale LLC	56,969,885	3	0.56%
Glendora Avenue Properties LLC	51,748,570	4	0.51%
301 South Glendora Avennue Apts	49,609,290	5	0.49%
CIP 2014 SG Covina Owner LLC	46,800,000	6	0.46%
CSMC 2006 C5 North Barranca St	46,100,000	7	0.45%
TPA of NASCH LLC	45,728,385	8	0.45%
Bently Real Estate LLC	40,595,815	9	0.40%
Hassen Real Estate Partnership	37,062,125	10	0.37%
Totals	\$ 750,740,276		7.39%

**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
Ford of West Covina	New Motor Vehicle Dealers
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	Family Apparel
Sears	Department Stores
Stater Bros	Grocery Stores Liquor
Target	Discount Dept Stores
Toys R Us	Specialty Stores
Triples Chevron	Service Stations
United Oil	Service Stations
Walmart	Discount Dept Stores
West Covina Nissan	New Motor Vehicle Dealers

Department / Fund Matrix	City Admin	Planning	Police	Fire	Public Works	Community Services
General Fund	✓	✓	✓	✓	✓	✓
State Asset Forfeitures			✓			
Federal Assest Forfeitures			✓			
Air Quality Improvement Trust					✓	
Proposition "A"					✓	✓
Proposition "C"					✓	✓
State Gas Tax	✓				✓	
Police Donations			✓			
Transportation Development Act					✓	
AB 939					✓	
Community Development Block 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					✓	
Auto Plaza Improvement District	✓					
Charter PEG	✓					
Art In Public Places		✓				
WC Community Services Foundation			✓			✓
Police Private Grants			✓			
Measure R					✓	✓
TRAP Grant			✓			
City Law Enforcement Grant			✓			
Measure M					✓	
West Covina Housing Authority	✓					
Capital Projects		✓	✓	✓	✓	✓
Construction Tax					✓	
Information Technology	✓					
Police Impact Fees (DIF)			✓			
Fire Impact Fees (DIF)				✓		
Park Impact Fees (DIF)						✓
City Administrative Impact Fees (DIF)	✓					
Public Works Impact Fees (DIF)					✓	
Park Acquisition						✓
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"						✓

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

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SUMMARY OF CHANGES IN FUND BALANCE

	ESTIMATED FUND BALANCE 7/1/2017	2017-2018 OPERATING REVENUE	2017-2018 OPERATING EXPENDITURES	CHANGE IN OPERATING FUND BALANCE	2017-2018 NON-OPERATING REVENUE	2017-2018 NON-OPERATING EXPENDITURES***	CHANGE IN NON-OPERATING FUND BALANCE	PROJECTED FUND BALANCE 6/30/2018	
110 GENERAL FUND*	\$ 17,584,496	\$ 62,258,831	\$ 62,203,612	\$ 55,219	\$ 518,821	\$ 706,972	\$ (188,151)	\$ 17,451,564	A
116 STATE ASSET FORFEITURES	\$ 74,431	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 74,431	
117 DRUG ENFORCEMENT REBATE	491,368	-	-	-	-	-	-	491,368	
119 AIR QUALITY IMPROVEMENT TRUST	156,512	141,000	28,653	112,347	-	-	-	268,859	
121 PROPOSITION "A"	83,274	2,106,292	2,133,534	(27,242)	-	-	-	56,032	
122 PROPOSITION "C"	643,563	1,664,167	1,603,706	60,461	-	54,000	(54,000)	650,024	
124 STATE GAS TAX	23,210	3,007,838	2,853,258	154,580	-	-	-	177,790	
127 POLICE DONATIONS	7,548	-	-	-	-	-	-	7,548	
128 TRANSPORTATION DEVELOPMENT ACT	18,074	70,000	-	70,000	-	70,000	(70,000)	18,074	
129 AB 939	367,286	172,000	175,326	(3,326)	-	-	-	363,960	
131 COMMUNITY DEVELOPMENT BLOCK GRANT	283,659	812,715	535,804	276,911	-	30,000	(30,000)	530,570	A
140 STP LOCAL	-	-	-	-	-	500,000	(500,000)	(500,000)	B
143 LA COUNTY PARK BOND	(70,211)	70,153	49,105	21,048	-	-	-	(49,163)	
145 WASTE MGT ENFORCEMENT - GRANT	3,425	15,739	15,739	-	-	-	-	3,425	
146 SENIOR MEALS PROGRAM	80,179	210,250	209,566	684	-	-	-	80,863	
149 USED OIL BLOCK GRANT	5,324	-	-	-	-	-	-	5,324	
150 INMATE WELFARE	17,827	6,750	6,750	-	-	-	-	17,827	
153 PUBLIC SAFETY AUGMENTATION	893	700,000	700,000	-	-	-	-	893	
155 COPS/SLESA	122,856	-	-	-	-	-	-	122,856	
158 BEVERAGE CONTAINER RECYCLING GRANT	490	-	-	-	-	-	-	490	
159 SUMMER MEALS PROGRAM	-	25,000	23,716	1,284	-	-	-	1,284	
181 MAINTENANCE DISTRICT #1	1,631,070	460,185	353,586	106,599	-	230,000	(230,000)	1,507,669	
182 MAINTENANCE DISTRICT #2	427,791	143,662	181,814	(38,152)	-	210,000	(210,000)	179,639	
183 COASTAL SAGE AND SCRUB CFD	240,263	125,000	130,834	(5,834)	-	-	-	234,429	
184 MAINTENANCE DISTRICT #4	2,003,830	1,056,950	1,183,776	(126,826)	-	450,000	(450,000)	1,427,004	
186 MAINTENANCE DISTRICT #6	254,130	155,208	220,072	(64,864)	-	50,000	(50,000)	139,266	
187 MAINTENANCE DISTRICT #7	304,967	167,948	223,620	(55,672)	-	135,000	(135,000)	114,295	
188 CITYWIDE MAINTENANCE DISTRICT	942,143	1,663,975	1,721,227	(57,252)	-	50,000	(50,000)	834,891	
189 SEWER MAINTENANCE	1,259,543	3,348,362	1,900,404	1,447,958	-	1,640,000	(1,640,000)	1,067,501	
190 AUTO PLAZA IMPROVEMENT DISTRICT	85,237	115,666	66,073	49,593	-	-	-	134,830	
205 CHARTER PEG	11,686	-	-	-	-	-	-	11,686	
210 LA COUNTY GRANT - 1ST DISTRICT	(60,000)	-	-	-	-	-	-	(60,000)	
212 ART IN PUBLIC PLACES	143,435	45,000	8,000	37,000	-	-	-	180,435	
220 WC COMMUNITY SERVICES FOUNDATION	10,716	-	-	-	-	-	-	10,716	
224 MEASURE R	265,468	1,248,150	221,808	1,026,342	10,000,000	5,815,000	4,185,000	5,476,810	
233 TRAP GRANT	4,256	353,978	353,978	-	-	-	-	4,256	
235 MEASURE M	-	1,343,814	-	1,343,814	-	1,000,000	(1,000,000)	343,814	
820 WEST COVINA HOUSING AUTHORITY	3,005,139	-	669,294	(669,294)	-	-	-	2,335,845	A
TOTAL SPECIAL REVENUE FUNDS	\$ 12,839,390	\$ 19,229,802	\$ 15,569,643	\$ 3,660,159	\$ 10,000,000	\$ 10,234,000	\$ (234,000)	\$ 16,265,549	
160 CAPITAL PROJECTS	\$ 648,821	\$ -	\$ -	\$ -	\$ -	\$ 648,821	\$ (648,821)	\$ -	
161 CONSTRUCTION TAX	(4,017)	95,000	-	95,000	-	48,000	(48,000)	42,983	
162 INFORMATION TECHNOLOGY	-	-	-	-	706,972	706,972	-	-	
164 POLICE IMPACT FEES (DIF)	32,340	-	-	-	-	32,340	(32,340)	-	
165 FIRE IMPACT FEES (DIF)	28,897	-	-	-	-	-	-	28,897	
166 PARK IMPACT FEES (DIF)	10,658	-	-	-	-	-	-	10,658	
167 CITY ADMINISTRATIVE IMPACT FEES (DIF)	4,177	-	-	-	-	-	-	4,177	
168 PUBLIC WORKS IMPACT FEES (DIF)	2,081	-	-	-	-	-	-	2,081	
169 PARK ACQUISITION	-	-	-	-	3,900,000	921,680	2,978,320	2,978,320	
172 PARK DEDICATION FEES "C"	18,169	-	-	-	-	-	-	18,169	
173 PARK DEDICATION FEES "D"	21,525	-	-	-	-	-	-	21,525	

SUMMARY OF CHANGES IN FUND BALANCE

		ESTIMATED FUND BALANCE 7/1/2017	2017-2018 OPERATING REVENUE	2017-2018 OPERATING EXPENDITURES	CHANGE IN OPERATING FUND BALANCE	2017-2018 NON-OPERATING REVENUE	2017-2018 NON-OPERATING EXPENDITURES***	CHANGE IN NON-OPERATING FUND BALANCE	PROJECTED FUND BALANCE 6/30/2018
174	PARK DEDICATION FEES "E"	16,580	-	-	-	-	-	-	16,580
175	PARK DEDICATION FEES "F"	66,324	-	-	-	-	-	-	66,324
TOTAL CAPITAL PROJECT FUNDS		\$ 845,555	\$ 95,000	\$ -	\$ 95,000	\$ 4,606,972	\$ 2,357,813	\$ 2,249,159	\$ 3,189,714
300	DEBT SERVICE - CITY	\$ 4,576,876	\$ 4,287,560	\$ 4,287,560	\$ -	\$ 921,680	\$ -	\$ 921,680	\$ 5,498,556 ^A
TOTAL DEBT SERVICE FUND		\$ 4,576,876	\$ 4,287,560	\$ 4,287,560	\$ -	\$ 921,680	\$ -	\$ 921,680	\$ 5,498,556
361	GENERAL AND AUTO LIABILITY	\$ 42,088	\$ 1,556,711	\$ 1,596,646	\$ (39,935)	\$ -	\$ -	\$ -	\$ 2,153
363	WORKERS' COMPENSATION	8,352	1,331,901	1,653,613	(321,712)	-	-	-	(313,360)
365	FLEET MANAGEMENT	(2,765)	1,281,625	1,281,625	-	-	-	-	(2,765)
367	VEHICLE REPLACEMENT	364,959	-	-	-	-	100,000	(100,000)	264,959
368	RETIREMENT HEALTH SAVINGS PLAN	486,939	-	90,400	(90,400)	-	-	-	396,539
TOTAL INTERNAL SERVICE FUNDS		\$ 899,573	\$ 4,170,237	\$ 4,622,284	\$ (452,047)	\$ -	\$ 100,000	\$ (100,000)	\$ 347,526
375	POLICE COMPUTER SERVICE GROUP	\$ (113,647)	\$ 1,533,687	\$ 1,598,651	\$ (64,964)	\$ -	\$ -	\$ -	\$ (178,611)
TOTAL ENTERPRISE FUND		\$ (113,647)	\$ 1,533,687	\$ 1,598,651	\$ (64,964)	\$ -	\$ -	\$ -	\$ (178,611)
810	REDEVELOPMENT OBLIGATION RETIREMENT	\$ 10,919,546	\$ 7,987,531	\$ 8,851,367	\$ (863,836)	\$ -	\$ -	\$ -	\$ 10,055,710
815	SUCCESSOR AGENCY ADMINISTRATION	-	295,889	295,889	-	-	-	-	-
853	CFD DEBT SERVICE	8,501,904	5,450,666	5,322,400	128,266	-	-	-	8,630,170 ^A
TOTAL PRIVATE PURPOSE TRUST FUNDS**		\$ 19,421,450	\$ 13,734,086	\$ 14,469,656	\$ (735,570)	\$ -	\$ -	\$ -	\$ 18,685,880
GRAND TOTAL		\$ 56,053,693	\$ 105,309,203	\$ 102,751,406	\$ 2,557,797	\$ 16,047,473	\$ 13,398,785	\$ 2,648,688	\$ 61,260,178

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*Traffic Safety, Fee & Charge, Fire Training and Integrated Waste Management Funds were all 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.

***Includes transfer to fund the IT Master Plan from Successor Agency advance repayments.

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.

B - Revenues will be appropriated when grant is approved.

SCHEDULE OF REVENUES BY FUND

		2014-15 ACTUAL REVENUE		2015-16 ACTUAL REVENUE		2016-17 ADOPTED BUDGET		2017-18 ADOPTED BUDGET
110	GENERAL FUND*	\$ 58,513,866	\$	61,353,565	\$	59,626,482	\$	62,777,652
116	STATE ASSET FORFEITURES	125	\$	56,828	\$	-	\$	-
117	DRUG ENFORCEMENT REBATE	4,165,921		2,375,832		20,000		-
118	BUSINESS IMPROVEMENT TAX	16		-		-		-
119	AIR QUALITY IMPROVEMENT TRUST	134,823		141,359		130,000		141,000
121	PROPOSITION "A"	1,896,938		2,051,360		2,086,155		2,106,292
122	PROPOSITION "C"	1,578,548		1,624,707		1,647,463		1,664,167
124	STATE GAS TAX	3,419,058		2,079,597		2,225,369		3,007,838
127	POLICE DONATIONS	16,259		3,283		-		-
128	TRANSPORTATION DEVELOPMENT ACT	-		78,364		70,573		70,000
129	AB 939	134,996		181,735		173,000		172,000
130	BUREAU OF JUSTICE ASSISTANCE GRANT	9,347		29,963		-		-
131	COMMUNITY DEVELOPMENT BLOCK GRANT	464,955		1,503,672		740,580		812,715
133	SAFER GRANT	859,655		1,618,181		1,912,227		-
138	ABC GRANT	2,982		4,787		-		-
140	STP LOCAL	-		-		1,125,000		-
143	LA COUNTY PARK BOND	162,837		196,308		-		70,153
145	WASTE MGT ENFORCEMENT - GRANT	15,761		12,071		15,760		15,739
146	SENIOR MEALS PROGRAM	195,181		200,656		205,000		210,250
149	USED OIL BLOCK GRANT	(6,542)		16,156		-		-
150	INMATE WELFARE	8,782		10,195		7,000		6,750
153	PUBLIC SAFETY AUGMENTATION	700,501		710,711		725,000		700,000
155	COPS/SLESA	193,177		196,244		170,000		-
158	BEVERAGE CONTAINER RECYCLING GRANT	(74,882)		4,518		-		-
159	SUMMER MEALS PROGRAM	9,594		17,468		26,715		25,000
181	MAINTENANCE DISTRICT #1	465,815		498,652		459,963		460,185
182	MAINTENANCE DISTRICT #2	149,595		159,038		138,500		143,662
183	COASTAL SAGE AND SCRUB CFD	79,220		182,020		125,000		125,000
184	MAINTENANCE DISTRICT #4	1,060,439		1,067,582		1,054,000		1,056,950
186	MAINTENANCE DISTRICT #6	155,661		157,172		154,700		155,208
187	MAINTENANCE DISTRICT #7	150,098		148,374		165,963		167,948
188	CITYWIDE MAINTENANCE DISTRICT	1,621,345		1,607,878		1,622,734		1,663,975
189	SEWER MAINTENANCE	2,845,478		2,931,870		2,919,592		3,348,362
190	BUSINESS IMPROVEMENT DISTRICT	119,990		68,339		146,605		115,666
205	CHARTER PEG	683		1,686		-		-
212	ART IN PUBLIC PLACES	82,045		52,739		70,000		45,000
220	WC COMMUNITY SERVICES FOUNDATION	162,550		137,944		100,000		-
221	POLICE PRIVATE GRANTS	5,500		1,607		-		-
224	MEASURE R	1,181,708		1,217,612		1,235,506		11,248,150
227	HOMELAND SECURITY GRANT	178,359		-		-		-
230	ENERGY EFFICIENCY GRANT	2,448		-		-		-
231	ADVANCED TRAFFIC MGMT SYSTEM	146		10,588		-		-
232	NON-FEDERAL GRANTS	70,000		-		-		-
233	TRAP GRANT	-		-		-		353,978
235	MEASURE M	-		-		-		1,343,814
820	WEST COVINA HOUSING AUTHORITY	332,124		603,152		-		-
TOTAL SPECIAL REVENUE FUNDS		\$ 22,551,236	\$	21,960,248	\$	19,472,405	\$	29,229,802
160	CAPITAL PROJECTS	1,073	\$	215,381	\$	380,000	\$	-
161	CONSTRUCTION TAX	239,208		192,500		90,000		95,000
162	INFORMATION TECHNOLOGY	-		203,891		1,200,000		706,972
164	POLICE IMPACT FEES (DIF)	-		18,820		22,130		-
165	FIRE IMPACT FEES (DIF)	-		22,943		26,385		-
166	PARK IMPACT FEES (DIF)	-		4,038		65,530		-
167	CITY ADMINISTRATIVE IMPACT FEES (DIF)	-		3,310		4,255		-
168	PUBLIC WORKS IMPACT FEES (DIF)	-		1,655		1,700		-
169	PARK ACQUISITION	-		-		-		3,900,000
170	PARK DEDICATION FEES "A"	21,931		-		-		-
171	PARK DEDICATION FEES "B"	-		10,890		-		-
172	PARK DEDICATION FEES "C"	122		110,565		-		-

SCHEDULE OF REVENUES BY FUND

	2014-15 ACTUAL REVENUE	2015-16 ACTUAL REVENUE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
173 PARK DEDICATION FEES "D"	7,179	15,846	-	-
174 PARK DEDICATION FEES "E"	810,907	444,125	-	-
175 PARK DEDICATION FEES "F"	625,029	133,324	43,800	-
176 PARK DEDICATION FEES "G"	2	-	-	-
TOTAL CAPITAL PROJECT FUNDS	\$ 1,705,451	\$ 1,377,288	\$ 1,833,800	\$ 4,701,972
300 DEBT SERVICE - CITY	\$ 3,366,447	\$ 3,908,541	\$ 3,223,964	\$ 5,209,240
TOTAL DEBT SERVICES FUND	\$ 3,366,447	\$ 3,908,541	\$ 3,223,964	\$ 5,209,240
361 GENERAL AND AUTO LIABILITY	\$ 972,129	\$ 3,218,495	\$ 1,707,128	\$ 1,556,711
363 WORKERS' COMPENSATION	1,618,147	5,883,341	1,314,679	1,331,901
365 FLEET MANAGEMENT	1,454,688	1,500,145	1,582,610	1,281,625
367 VEHICLE REPLACEMENT	467	80,347	168,486	-
368 RETIREMENT HEALTH SAVINGS PLAN	89,771	90,887	-	-
TOTAL INTERNAL SERVICE FUNDS	\$ 4,135,202	\$ 10,773,215	\$ 4,772,903	\$ 4,170,237
375 POLICE COMPUTER SERVICE GROUP	\$ 1,656,690	\$ 1,416,626	\$ 1,604,324	\$ 1,533,687
TOTAL ENTERPRISE FUND	\$ 1,656,690	\$ 1,416,626	\$ 1,604,324	\$ 1,533,687
810 REDEVELOPMENT OBLIGATION RETIREMENT	\$ 8,126,226	\$ 14,103,252	\$ 13,067,115	\$ 7,987,531
815 SUCCESSOR AGENCY ADMINISTRATION	306,097	362,360	250,000	295,889
853 CFD DEBT SERVICE	3,633,952	7,247,449	4,899,500	5,450,666
TOTAL PRIVATE PURPOSE TRUST FUNDS	\$ 12,066,275	\$ 21,713,061	\$ 18,216,615	\$ 13,734,086
GRAND TOTAL	\$ 103,995,168	\$ 122,502,544	\$ 108,750,493	\$ 121,356,676

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

SCHEDULE OF REVENUE DETAIL BY FUND

		2014-15 ACTUAL REVENUE	2015-16 ACTUAL REVENUE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
110 - GENERAL FUND					
4010	PROPERTY TAXES	\$ 9,251,514	\$ 10,435,246	\$ 10,345,940	\$ 10,951,285
4012	PROPERTY TAX IN-LIEU	9,547,762	10,113,596	10,514,094	11,200,965
4014	REDISTRIBUTED RPTTF	1,843,096	1,767,861	1,800,000	1,800,000
	TOTAL PROPERTY TAXES	\$ 20,642,372	\$ 22,316,703	\$ 22,660,034	\$ 23,952,250
4110	SALES TAX	\$ 11,230,171	\$ 13,644,303	\$ 16,799,000	\$ 17,048,000
4111	SALES TAX COMPENSATION FUND	3,875,977	3,583,934	-	-
4120	FRANCHISE TAX	3,635,092	3,540,011	4,350,000	4,310,850
4130	TRANSIENT OCCUPANCY TAX	1,613,542	1,840,553	1,800,000	1,900,000
4140	BUSINESS LICENSE TAX	1,761,167	1,810,861	2,075,000	2,100,000
4150	DOCUMENTARY TRANSFER TAX	451,466	390,690	300,000	350,000
4160	CONTRACTORS LICENSE TAX	344,439	325,906	150,000	300,000
	TOTAL OTHER TAXES	\$ 22,911,854	\$ 25,136,258	\$ 25,474,000	\$ 26,008,850
4210	ANIMAL CONTROL	\$ 187,522	\$ 129,469	\$ 190,000	\$ 540,000
4220	BUILDING PERMITS	654,258	631,981	515,000	604,000
4221	ELECTRICAL PERMITS	135,765	86,404	61,800	62,000
4222	PLUMBING PERMITS	120,771	74,210	61,800	62,000
4250	FIRE PERMIT FEES	61,026	66,938	66,950	84,971
4251	STREET IMPROVEMENTS	23,707	1,179	10,300	10,300
4255	WALLS (RETAINING, OVERHEIGHT)	27,675	16,726	10,000	15,000
4256	LANDSCAPING IRRIGATION	1,250	-	-	-
4257	ONSITE IMPROVEMENTS	58,734	9,777	30,000	20,000
4259	GRADING	35,132	13,398	30,000	20,000
4262	DRIVEWAY APPROACH	1,712	1,177	1,500	1,500
4263	SIDEWALK	23,028	27,795	15,000	15,000
4264	CURB DRAINS, ALL OTHER INSPECTIONS	394	184	500	500
4265	ASPHALT CONCRETE PAVING	16,569	20,228	15,000	20,000
4266	EXCAVATION	25,567	33,853	25,000	25,000
4267	MISCELLANEOUS SEWER FACILITIES	4,992	3,633	3,500	3,500
4272	STREET OBSTRUCTION	20,161	20,035	15,000	15,000
4273	ENCROACHMENT	779	984	500	1,000
4281	SEWER MAINTENANCE	339	5,026	100	-
4290	OTHER LICENSES & PERMITS	19,689	13,616	15,450	15,100
	TOTAL LICENSES & PERMITS	\$ 1,419,070	\$ 1,156,613	\$ 1,067,400	\$ 1,514,871
4310	VEHICLE CODE FINES*	\$ 323,065	\$ 306,897	\$ 330,000	\$ 300,000
4315	PARKING CODE FINES*	267,533	208,590	274,300	150,000
4321	VEHICLE IMPOUND FEES	56,604	56,889	60,000	55,000
4325	ADMINISTRATIVE CITATIONS	(516)	600	1,500	2,000
4326	ADMIN CITATION - COMM ENHANCEMENT	32,755	9,138	15,000	65,000
4327	FORECLOSURE PENALTIES	55,415	34,250	40,000	20,000
4330	WASTE DIVERSION PLAN FORFEITURE	45,500	49,750	20,000	40,000
	TOTAL FINES AND FORFEITURES	\$ 780,356	\$ 666,114	\$ 740,800	\$ 632,000
4410	INTEREST INCOME	\$ 362,000	\$ 195,839	\$ 125,000	\$ 209,433
4414	FAIR VALUE ADJUSTMENT	(185,685)	(77,312)	-	-
4415	AMORTIZATION - PREMIUM	(22,953)	(8,926)	-	-
4416	ACCRETION / AMORTIZATION	-	240	-	-
4417	GAIN / LOSS ON INVESTMENT	-	(688,594)	-	-
4430	RENTAL INCOME	406,350	529,833	400,000	638,937
	TOTAL USE OF MONEY AND PROPERTY	\$ 559,712	\$ (48,920)	\$ 525,000	\$ 848,370
4511	MOTOR VEHICLE IN LIEU	\$ 46,289	\$ 43,738	\$ 45,000	\$ 42,000
4551	FEDERAL GRANTS	36,411	-	-	-
4571	CROSSING GUARD AID	678	-	-	90,000
4572	FIRE STATE MANDATED INSPECTION	23,974	8,204	24,000	40,000
4573	STATE MANDATED REVENUE	178,726	75,508	59,000	48,388
4574	POST	36,627	68,842	50,000	30,000
4575	SCHOOL RESOURCE OFFICER REIMB	-	-	300,000	300,000
4576	PUBLIC SAFETY REALIGNMENT - AB 109	-	39,239	-	-
4580	PROPOSITION A EXCHANGE	1,402,500	1,347,500	1,710,866	1,575,000
	TOTAL REVENUE FROM OTHER AGENCIES	\$ 1,725,205	\$ 1,583,031	\$ 2,188,866	\$ 2,125,388
4602	TOWING FRANCHISE	\$ 116,604	\$ 117,620	\$ 90,000	\$ 180,000
4604	GROUND EMERGENCY MEDICAL TRANSPORT	413,138	740,070	350,000	150,000
4605	JAIL BOOKING	23,389	24,526	25,750	26,500
4606	CLEARANCE LETTER AND PROCESS	516	487	300	318
4609	AMBULANCE SERVICES	1,811,120	2,115,010	1,854,000	2,042,313
4610	BUSINESS LICENSE PROCESSING FEE	44,664	43,128	45,000	17,500
4611	PLANNING FILING FEES	421,773	360,994	386,250	408,100
4613	PLAN REVIEW SURCHARGE	132,013	99,849	154,500	164,300
4614	PLAN CHECK FEES	103,715	233,476	103,000	233,200
4615	CONTRACT PLAN CHECK	48,624	69,008	51,500	54,590

SCHEDULE OF REVENUE DETAIL BY FUND

	2014-15 ACTUAL REVENUE	2015-16 ACTUAL REVENUE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
4616 SEARCH FEES	3,715	3,795	3,000	3,922
4617 AFTER HOURS PLAN CHECK	3,626	-	-	-
4620 FORECLOSURE REGISTRATION	179,250	130,875	125,000	132,500
4628 WASTE MANAGEMENT FEES	55,210	73,614	70,000	70,000
4630 FIRE PLAN CHECK/INSPECTION FEES	184,390	221,366	190,550	210,695
4631 FIRE INCIDENT REPORT COPYING	846	875	900	848
4634 EMS ASSESSMENT FEE	-	-	-	314,000
4637 FIRE SEMINAR	38,337	22,757	34,500	26,500
4640 FALSE ALARMS	28,270	28,712	25,750	31,800
4641 PHOTOCOPYING	859	189	700	-
4642 RETURNED CHECK FEE	252	442	200	200
4643 ADDRESS CHANGE	199	398	199	199
4644 PASSPORT SERVICES	21,802	6,587	11,124	25,900
4645 POLICE REIMBURSEMENTS	33,365	105,577	38,000	40,000
4646 GRAFFITI RESTITUTION	9,827	7,365	8,000	1,000
4647 MISCELLANEOUS REIMBURSEMENT	82,017	131,192	10,000	-
4648 FIRE SAFETY INSPECTIONS	1,100	-	-	-
4649 SPECIAL EVENTS	7,537	23,143	10,000	10,000
4650 AFTERSCHOOL PROGRAM - CALIFORNIA	59,728	9,457	-	-
4651 AFTERSCHOOL PROGRAM - WESCOVE	85,908	99,393	92,700	141,995
4653 AFTERSCHOOL PROGRAMS - VINE	148,159	180,613	154,500	198,188
4654 AFTERSCHOOL PROGRAM - ORANGEWOOD	88,360	116,609	97,850	165,610
4655 ADMINISTRATIVE COST RECOVERY FEE	31,195	36,800	20,000	26,500
4656 PASSPORT PHOTOS	1,866	1,752	2,400	7,800
4657 AMBULANCE SUBSCRIPTION FEE	16,854	13,094	14,500	15,000
4658 PAID PARKING - CIVIC CENTER	66,831	51,340	65,000	35,000
4660 SERVICE FEE - CREDIT/DEBIT CARDS	-	-	-	50,000
4661 RECREATION CLASSES/PROGRAMS - CCC	123,209	115,205	128,750	120,000
4662 SPORTS - CCC	38,664	30,294	41,200	42,000
4663 FACILITY RENTAL - CCC	197,193	166,895	195,700	187,000
4664 RECREATION CLASSES	116,404	140,217	163,900	130,000
4675 PALM VIEW AFTER SCHOOL PROGRAM	101,498	108,059	103,000	192,250
4681 RENTAL - ROLLER HOCKEY	59,344	66,878	66,950	66,950
4682 FACILITY RENTALS	92,819	135,778	92,700	96,125
4685 PARK SHELTER RENTALS	-	-	-	68,250
4687 FACILITY RENTALS - SHADOW OAK	-	-	-	65,000
4689 SENIOR DONATIONS	4,439	8,019	10,000	10,500
4690 SENIOR CENTER RENTALS	60,668	81,548	41,200	50,000
4693 SENIOR EXCURSIONS	6,164	9,881	20,000	20,000
4695 SENIOR CLASSES	438	756	25,000	29,500
4699 MUNICIPAL POOL	89,187	80,756	90,000	-
TOTAL CHARGES FOR SERVICES	\$ 5,155,086	\$ 6,014,399	\$ 5,013,573	\$ 5,862,053
7750 OVERHEAD CHARGEBACKS	\$ 1,300,940	\$ 1,137,810	\$ 1,011,572	\$ 997,460
TOTAL INTERDEPARTMENTAL CHARGES	\$ 1,300,940	\$ 1,137,810	\$ 1,011,572	\$ 997,460
4810 ADVERTISING REVENUE	\$ 60,967	\$ 72,904	\$ 60,000	\$ 60,000
4813 SALE MAPS/PLANS/DOCUMENTS	1,256	2,048	1,000	1,000
4814 PROCEEDS FROM AUCTION	38,705	2,167	-	-
4816 FINAL MAP	14,852	10,710	20,000	5,000
4818 MISCELLANEOUS	57,780	30,336	1,110	1,500
4820 LANDSCAPING - COUNTY	38,047	38,047	38,000	38,000
4821 POOL MAINTENANCE - SCHOOL DISTRICT	36,792	66,413	48,000	-
4822 CONTRACTUAL REIMBURSEMENT	2,128	10,128	2,127	2,200
4826 CLAIMS SETTLEMENTS	1,500,000	-	-	-
4876 GAIN ON ADVANCES	627,180	-	-	-
TOTAL OTHER REVENUES	\$ 2,377,707	\$ 232,753	\$ 170,237	\$ 107,700
9110 TRANSFER IN	\$ 120,000	\$ 61,265	\$ -	\$ -
9111 TRANSFER IN	-	561,045	-	-
9124 TRANSFER IN	719,790	720,000	-	-
9153 TRANSFER IN	650,000	709,173	725,000	-
9160 TRANSFER IN	-	-	-	518,821
9181 TRANSFER IN	-	1,394	-	-
9189 TRANSFER IN	-	759,582	-	-
9220 TRANSFER IN	50,000	50,000	50,000	-
9361 TRANSFER IN	-	194,570	-	-
9375 TRANSFER IN	101,775	101,775	-	-
9815 TRANSFER IN	-	-	-	209,889
TOTAL TRANSFER IN	\$ 1,641,565	\$ 3,158,804	\$ 775,000	\$ 728,710
GENERAL FUND TOTAL	\$ 58,513,866	\$ 61,353,565	\$ 59,626,482	\$ 62,777,652

*Traffic Safety, Fee & Charge, Fire Training and Integrated Waste Management Funds were all determined not to be special revenue funds, 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

SCHEDULE OF REVENUE DETAIL BY FUND

		2014-15 ACTUAL REVENUE	2015-16 ACTUAL REVENUE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
116 - STATE ASSET FORFEITURE FUND					
4410	INTEREST INCOME	\$ 125	\$ 220	\$ -	\$ -
4559	DRUG ENFORCEMENT REBATE	-	56,608	-	-
TOTAL STATE ASSET FORFEITURE FUND		\$ 125	\$ 56,828	\$ -	\$ -
117 - DRUG ENFORCEMENT REBATE FUND					
4410	INTEREST INCOME	\$ 10,632	\$ 32,063	\$ -	\$ -
4559	DRUG ENFORCEMENT REBATE	3,258,254	1,514,890	10,000	-
4569	D.E.R TREASURY	897,035	828,879	10,000	-
TOTAL DRUG ENFORCEMENT REBATE FUND		\$ 4,165,921	\$ 2,375,832	\$ 20,000	\$ -
118 - BUSINESS IMPROVEMENT TAX FUND					
4410	INTEREST INCOME	\$ 16	\$ -	\$ -	\$ -
TOTAL BUSINESS IMPROVEMENT TAX FUND		\$ 16	\$ -	\$ -	\$ -
119 - AIR QUALITY IMPROVEMENT TRUST FUND					
4410	INTEREST INCOME	\$ 1,039	\$ 3,245	\$ -	\$ -
4521	STATE GRANT	133,784	138,114	130,000	141,000
TOTAL AIR QUALITY IMPROVEMENT TRUST FUND		\$ 134,823	\$ 141,359	\$ 130,000	\$ 141,000
121 - PROPOSITION "A" FUND					
4110	SALES TAX	\$ 1,896,711	\$ 1,946,323	\$ 1,986,155	\$ 2,006,292
4410	INTEREST INCOME	227	1,393	-	-
4565	PROPOSITION A DISCRETIONARY INCENTIVE	-	100,420	100,000	100,000
4818	MISCELLANEOUS	-	3,224	-	-
TOTAL PROPOSITION "A" FUND		\$ 1,896,938	\$ 2,051,360	\$ 2,086,155	\$ 2,106,292
122 - PROPOSITION "C" FUND					
4110	SALES TAX	\$ 1,576,738	\$ 1,617,352	\$ 1,647,463	\$ 1,664,167
4410	INTEREST INCOME	1,810	6,155	-	-
9110	TRANSFER IN	-	1,200	-	-
TOTAL PROPOSITION "C" FUND		\$ 1,578,548	\$ 1,624,707	\$ 1,647,463	\$ 1,664,167
124 - STATE GAS TAX FUND					
4288	STREET NAME SIGNS	\$ 563	\$ -	\$ -	\$ -
4410	INTEREST INCOME	1,232	2,576	-	-
4510	HUTA LOAN REPAYMENT	-	-	-	123,427
4512	GAS TAX SECTION 2105	664,980	555,460	677,036	626,985
4513	GAS TAX SECTION 2106	398,736	329,164	335,267	383,479
4514	GAS TAX SECTION 2107	854,930	720,594	940,173	809,973
4515	GAS TAX SECTION 2107.5	20,000	-	10,000	10,000
4518	GAS TAX SECTION 2103	1,157,637	444,843	262,893	431,900
4519	ROAD MAINTENANCE REHAB	-	-	-	622,074
4647	MISCELLANEOUS REIMBURSEMENT	725	1,960	-	-
9110	TRANSFER IN	270,255	-	-	-
9189	TRANSFER IN	50,000	25,000	-	-
TOTAL STATE GAS TAX FUND		\$ 3,419,058	\$ 2,079,597	\$ 2,225,369	\$ 3,007,838
127 - POLICE DONATIONS FUND					
4410	INTEREST INCOME	\$ 159	\$ 176	\$ -	\$ -
4831	POLICE EXPLORER DONATIONS	600	800	-	-
4832	SHOP DONATIONS	750	1,157	-	-
4836	K-9 DONATIONS	14,300	-	-	-
4838	MISCELLANEOUS POLICE DONATIONS	450	1,150	-	-
TOTAL POLICE DONATIONS FUND		\$ 16,259	\$ 3,283	\$ -	\$ -
128 - TRANSPORTATION DEVELOPMENT ACT FUND					
4521	STATE GRANT	\$ -	\$ 78,364	\$ 70,573	\$ 70,000
TOTAL TRANSPORTATION DEVELOPMENT ACT FUND		\$ -	\$ 78,364	\$ 70,573	\$ 70,000
129 - AB 939 FUND					
4410	INTEREST INCOME	\$ 716	\$ 1,942	\$ -	\$ -
4601	RECYCLING REVENUE	3,404	1,376	3,000	2,000
4629	MISCELLANEOUS REIMBURSEMENT-ATHENS AB 939	130,876	178,417	170,000	170,000
TOTAL AB 939 FUND		\$ 134,996	\$ 181,735	\$ 173,000	\$ 172,000
130 - BUREAU OF JUSTICE ASSISTANCE FUND					
4551	FEDERAL GRANTS	\$ 9,347	\$ 29,963	\$ -	\$ -
TOTAL BUREAU OF JUSTICE ASSISTANCE FUND		\$ 9,347	\$ 29,963	\$ -	\$ -
131 - COMMUNITY DEVELOPMENT BLOCK GRANT FUND					
4551	FEDERAL GRANTS	\$ 246,631	\$ 1,417,556	\$ 740,580	\$ 732,715
4856	LOAN REPAYMENTS	-	86,116	-	80,000
9110	TRANSFER IN	218,324	-	-	-
TOTAL COMMUNITY DEVELOPMENT BLOCK GRANT FUND		\$ 464,955	\$ 1,503,672	\$ 740,580	\$ 812,715

SCHEDULE OF REVENUE DETAIL BY FUND

		2014-15 ACTUAL REVENUE	2015-16 ACTUAL REVENUE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
133 - SAFER GRANT FUND					
4551	FEDERAL GRANTS	\$ 859,655	\$ 1,618,181	\$ 1,912,227	\$ -
	TOTAL SAFER GRANT FUND	\$ 859,655	\$ 1,618,181	\$ 1,912,227	\$ -
138 - ABC GRANT FUND					
4521	STATE GRANT	\$ 2,982	\$ 4,787	\$ -	\$ -
	TOTAL ABC GRANT FUND	\$ 2,982	\$ 4,787	\$ -	\$ -
140 - STP LOCAL FUND					
4551	FEDERAL GRANTS	\$ -	\$ -	\$ 1,125,000	\$ -
	TOTAL STP LOCAL FUND	\$ -	\$ -	\$ 1,125,000	\$ -
143 - LA COUNTY PARK BOND FUND					
4540	COUNTY GRANTS	\$ 162,837	\$ 196,308	\$ -	\$ 70,153
	TOTAL LA COUNTY PARK BOND FUND	\$ 162,837	\$ 196,308	\$ -	\$ 70,153
145 - WASTE MGT ENFORCEMENT GRANT FUND					
4410	INTEREST INCOME	\$ -	\$ 23	\$ -	\$ -
4521	STATE GRANT	\$ 15,761	\$ 12,048	\$ 15,760	\$ 15,739
	TOTAL WASTE MGT ENFORCEMENT GRANT FUND	\$ 15,761	\$ 12,071	\$ 15,760	\$ 15,739
146 - SENIOR MEALS PROGRAM FUND					
4410	INTEREST INCOME	\$ 239	\$ 590	\$ -	\$ -
4551	FEDERAL GRANTS	\$ 155,605	\$ 162,247	\$ 160,000	\$ 165,250
4691	MEALS PROGRAM DONATION	\$ 39,337	\$ 37,819	\$ 45,000	\$ 45,000
	TOTAL SENIOR MEALS PROGRAM FUND	\$ 195,181	\$ 200,656	\$ 205,000	\$ 210,250
149 - USED OIL BLOCK GRANT FUND					
4410	INTEREST INCOME	\$ 74	\$ 131	\$ -	\$ -
4521	STATE GRANT	\$ (6,616)	\$ 16,025	\$ -	\$ -
	TOTAL USED OIL BLOCK GRANT FUND	\$ (6,542)	\$ 16,156	\$ -	\$ -
150 - INMATE WELFARE FUND					
4410	INTEREST INCOME	\$ 8	\$ 71	\$ -	\$ -
4819	INMATE PHONE REVENUE	\$ 8,774	\$ 10,124	\$ 7,000	\$ 6,750
	TOTAL INMATE WELFARE FUND	\$ 8,782	\$ 10,195	\$ 7,000	\$ 6,750
153 - PUBLIC SAFETY AUGMENTATION FUND					
4110	SALES TAX	\$ 700,216	\$ 709,173	\$ 725,000	\$ 700,000
4410	INTEREST INCOME	\$ 285	\$ 1,538	\$ -	\$ -
	TOTAL PUBLIC SAFETY AUGMENTATION FUND	\$ 700,501	\$ 710,711	\$ 725,000	\$ 700,000
155 - COPS/SLESA FUND					
4410	INTEREST INCOME	\$ 932	\$ 1,911	\$ -	\$ -
4521	STATE GRANT	\$ 192,245	\$ 194,333	\$ 170,000	\$ -
	TOTAL COPS/SLESA FUND	\$ 193,177	\$ 196,244	\$ 170,000	\$ -
158 - BEVERAGE CONTAINER RECYCLING GRANT FUND					
4410	INTEREST INCOME	\$ 189	\$ 490	\$ -	\$ -
4521	STATE GRANT	\$ (75,071)	\$ 4,028	\$ -	\$ -
	TOTAL BEVERAGE CONTAINER RECYCLING GRANT FUND	\$ (74,882)	\$ 4,518	\$ -	\$ -
159 - SUMMER MEALS PROGRAM FUND					
4410	INTEREST INCOME	\$ -	\$ 2	\$ -	\$ -
4551	FEDERAL GRANTS	\$ 9,594	\$ 16,896	\$ 20,000	\$ 25,000
9110	TRANSFER IN	\$ -	\$ 570	\$ 6,715	\$ -
	TOTAL SUMMER MEALS PROGRAM FUND	\$ 9,594	\$ 17,468	\$ 26,715	\$ 25,000
160 - CAPITAL PROJECTS FUND					
4410	INTEREST INCOME	\$ 1,073	\$ 2,381	\$ -	\$ -
4531	TRANSPORTATION GRANT - SCAG	\$ -	\$ 200,000	\$ -	\$ -
4611	PLANNING FILING FEES	\$ -	\$ 13,000	\$ -	\$ -
9110	TRANSFER IN	\$ -	\$ -	\$ 380,000	\$ -
	TOTAL CAPITAL PROJECTS FUND	\$ 1,073	\$ 215,381	\$ 380,000	\$ -
161 - CONSTRUCTION TAX FUND					
4170	CONSTRUCTION TAX	\$ 238,264	\$ 189,900	\$ 90,000	\$ 95,000
4410	INTEREST INCOME	\$ 944	\$ 2,600	\$ -	\$ -
	TOTAL CONSTRUCTION TAX FUND	\$ 239,208	\$ 192,500	\$ 90,000	\$ 95,000
162 - INFORMATION TECHNOLOGY FUND					
9110	TRANSFER IN	\$ -	\$ 203,891	\$ -	\$ 706,972
9300	TRANSFER IN	\$ -	\$ -	\$ 1,200,000	\$ -
	TOTAL INFORMATION TECHNOLOGY FUND	\$ -	\$ 203,891	\$ 1,200,000	\$ 706,972

SCHEDULE OF REVENUE DETAIL BY FUND

		2014-15 ACTUAL REVENUE	2015-16 ACTUAL REVENUE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
164 - POLICE IMPACT FEES (DIF) FUND					
4410	INTEREST INCOME	\$ -	\$ 32	\$ -	\$ -
4855	DEVELOPER CONTRIBUTIONS	-	18,788	22,130	-
TOTAL POLICE IMPACT FEES (DIF) FUND		\$ -	\$ 18,820	\$ 22,130	\$ -
165 - FIRE IMPACT FEES (DIF) FUND					
4410	INTEREST INCOME	\$ -	\$ 39	\$ -	\$ -
4855	DEVELOPER CONTRIBUTIONS	-	22,904	26,385	-
TOTAL FIRE IMPACT FEES (DIF) FUND		\$ -	\$ 22,943	\$ 26,385	\$ -
166 - PARKS IMPACT FEES (DIF) FUND					
4410	INTEREST INCOME	\$ -	\$ 6	\$ -	\$ -
4855	DEVELOPER CONTRIBUTIONS	-	4,032	65,530	-
TOTAL PARKS IMPACT FEES (DIF) FUND		\$ -	\$ 4,038	\$ 65,530	\$ -
167 - CITY ADMINISTRATIVE IMPACT FEES (DIF) FUND					
4410	INTEREST INCOME	\$ -	\$ 6	\$ -	\$ -
4855	DEVELOPER CONTRIBUTIONS	-	3,304	4,255	-
TOTAL CITY ADMINISTRATIVE IMPACT FEES (DIF) FUND		\$ -	\$ 3,310	\$ 4,255	\$ -
168 - PUBLIC WORKS IMPACT FEES (DIF) FUND					
4410	INTEREST INCOME	\$ -	\$ 3	\$ -	\$ -
4855	DEVELOPER CONTRIBUTIONS	-	1,652	1,700	-
TOTAL PUBLIC WORKS IMPACT FEES (DIF) FUND		\$ -	\$ 1,655	\$ 1,700	\$ -
169 - PARK ACQUISITION FUND					
4823	PROCEEDS FROM SALE	\$ -	\$ -	\$ -	\$ 3,900,000
TOTAL PARK ACQUISITION FUND		\$ -	\$ -	\$ -	\$ 3,900,000
170 - PARK DEDICATION FEES "A" FUND					
4410	INTEREST INCOME	\$ 31	\$ -	\$ -	\$ -
4855	DEVELOPER CONTRIBUTIONS	21,900	-	-	-
TOTAL PARK DEDICATION FEES "A" FUND		\$ 21,931	\$ -	\$ -	\$ -
171 - PARK DEDICATION FEES "B" FUND					
9170	TRANSFER IN	\$ -	\$ 10,890	\$ -	\$ -
TOTAL PARK DEDICATION FEES "B" FUND		\$ -	\$ 10,890	\$ -	\$ -
172 - PARK DEDICATION FEES "C" FUND					
4410	INTEREST INCOME	\$ 122	\$ 602	\$ -	\$ -
9170	TRANSFER IN	-	11,067	-	-
9173	TRANSFER IN	-	97,994	-	-
9176	TRANSFER IN	-	846	-	-
9177	TRANSFER IN	-	56	-	-
TOTAL PARK DEDICATION FEES "C" FUND		\$ 122	\$ 110,565	\$ -	\$ -
173 - PARK DEDICATION FEES "D" FUND					
4410	INTEREST INCOME	\$ 7,179	\$ 15,846	\$ -	\$ -
TOTAL PARK DEDICATION FEES "D" FUND		\$ 7,179	\$ 15,846	\$ -	\$ -
174 - PARK DEDICATION FEES "E" FUND					
4410	INTEREST INCOME	\$ 607	\$ 6,125	\$ -	\$ -
4855	DEVELOPER CONTRIBUTIONS	810,300	438,000	-	-
TOTAL PARK DEDICATION FEES "E" FUND		\$ 810,907	\$ 444,125	\$ -	\$ -
175 - PARK DEDICATION FEES "F" FUND					
4410	INTEREST INCOME	\$ 879	\$ 3,911	\$ -	\$ -
4855	DEVELOPER CONTRIBUTIONS	624,150	109,500	43,800	-
9173	TRANSFER IN	-	19,913	-	-
TOTAL PARK DEDICATION FEES "F" FUND		\$ 625,029	\$ 133,324	\$ 43,800	\$ -
176 - PARK DEDICATION FEES "G" FUND					
4410	INTEREST INCOME	\$ 2	\$ -	\$ -	\$ -
TOTAL PARK DEDICATION FEES "G" FUND		\$ 2	\$ -	\$ -	\$ -
181 - MAINTENANCE DISTRICT #1 FUND					
4010	CURRENT SECURED	\$ 462,165	\$ 487,045	\$ 456,923	\$ 456,923
4410	INTEREST INCOME	3,650	10,106	3,040	3,262
9189	TRANSFER IN	-	1,501	-	-
TOTAL MAINTENANCE DISTRICT #1 FUND		\$ 465,815	\$ 498,652	\$ 459,963	\$ 460,185
182 - MAINTENANCE DISTRICT #2 FUND					
4010	CURRENT SECURED	\$ 148,239	\$ 155,443	\$ 138,500	\$ 143,662
4410	INTEREST INCOME	1,356	3,595	-	-
TOTAL MAINTENANCE DISTRICT #2 FUND		\$ 149,595	\$ 159,038	\$ 138,500	\$ 143,662

SCHEDULE OF REVENUE DETAIL BY FUND

		2014-15 ACTUAL REVENUE	2015-16 ACTUAL REVENUE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
183 - COASTAL SAGE AND SCRUB CFD					
4190	OTHER TAXES	\$ 78,819	\$ 180,712	\$ 125,000	\$ 125,000
4410	INTEREST INCOME	401	1,308	-	-
TOTAL COASTAL SAGE AND SCRUB CFD		\$ 79,220	\$ 182,020	\$ 125,000	\$ 125,000
184 - MAINTENANCE DISTRICT #4 FUND					
4410	INTEREST INCOME	\$ 5,064	\$ 13,581	\$ 5,000	\$ 10,000
4623	SPECIAL ASSESSMENTS	1,046,375	1,045,001	1,040,000	1,037,950
9182	TRANSFER IN	9,000	9,000	9,000	9,000
TOTAL MAINTENANCE DISTRICT #4 FUND		\$ 1,060,439	\$ 1,067,582	\$ 1,054,000	\$ 1,056,950
186 - MAINTENANCE DISTRICT #6 FUND					
4410	INTEREST INCOME	\$ 817	\$ 2,173	\$ -	\$ 508
4623	SPECIAL ASSESSMENTS	154,844	154,999	154,700	154,700
TOTAL MAINTENANCE DISTRICT #6 FUND		\$ 155,661	\$ 157,172	\$ 154,700	\$ 155,208
187 - MAINTENANCE DISTRICT #7 FUND					
4410	INTEREST INCOME	\$ 949	\$ 2,350	\$ 2,150	\$ 2,000
4623	SPECIAL ASSESSMENTS	149,149	146,024	163,813	165,948
TOTAL MAINTENANCE DISTRICT #7 FUND		\$ 150,098	\$ 148,374	\$ 165,963	\$ 167,948
188 - CITYWIDE MAINTENANCE DISTRICT FUND					
4410	INTEREST INCOME	\$ 1,532	\$ 4,403	\$ 300	\$ 336
4621	STREET LIGHTING ASSESSMENTS	1,603,073	1,587,087	1,622,434	1,663,639
4625	TREE REMOVAL	3,610	3,258	-	-
9181	TRANSFER IN	1,200	1,200	-	-
9182	TRANSFER IN	1,200	1,200	-	-
9184	TRANSFER IN	3,580	3,580	-	-
9186	TRANSFER IN	3,570	3,570	-	-
9187	TRANSFER IN	3,580	3,580	-	-
TOTAL CITYWIDE MAINTENANCE DISTRICT FUND		\$ 1,621,345	\$ 1,607,878	\$ 1,622,734	\$ 1,663,975
189 - SEWER MAINTENANCE FUND					
4010	CURRENT SECURED	\$ 202,026	\$ 219,867	\$ 190,000	\$ 190,000
4014	RESIDUAL/EXCESS TAX INCREMENT (COUNTY)	-	35,460	-	-
4281	SEWER MAINTENANCE	516	-	-	-
4410	INTEREST INCOME	4,649	12,109	6,000	2,500
4622	SEWER ASSESSMENTS	2,638,287	2,614,288	2,723,592	3,155,862
9110	TRANSFER IN	-	50,146	-	-
TOTAL SEWER MAINTENANCE FUND		\$ 2,845,478	\$ 2,931,870	\$ 2,919,592	\$ 3,348,362
190 - AUTO PLAZA IMPROVEMENT DISTRICT FUND					
4190	OTHER TAXES	\$ 119,920	\$ 67,323	\$ 146,605	\$ 115,666
4410	INTEREST INCOME	70	1,016	-	-
TOTAL AUTO PLAZA IMPROVEMENT DISTRICT FUND		\$ 119,990	\$ 68,339	\$ 146,605	\$ 115,666
205 - CHARTER PEG FUND					
4410	INTEREST INCOME	\$ 683	\$ 1,686	\$ -	\$ -
TOTAL CHARTER PEG FUND		\$ 683	\$ 1,686	\$ -	\$ -
212 - ART IN PUBLIC PLACES FUND					
4410	INTEREST INCOME	\$ 1,197	\$ 1,720	\$ -	\$ -
4859	ART IN PUBLIC PLACES	80,848	51,019	70,000	45,000
TOTAL ART IN PUBLIC PLACES FUND		\$ 82,045	\$ 52,739	\$ 70,000	\$ 45,000
220 - WEST COVINA COMMUNITY SERVICES FOUNDATION FUND					
4410	INTEREST INCOME	\$ 258	\$ 938	\$ -	\$ -
4649	SPECIAL EVENTS	55,666	55,562	50,000	-
4838	MISCELLANEOUS POLICE DONATIONS	70,000	50,000	50,000	-
4862	DONATIONS	35,624	31,103	-	-
4871	BANNERS	-	-	-	-
4874	DONATIONS-YOUTH COUNCIL	1,002	341	-	-
TOTAL WEST COVINA COMMUNITY SERVICES FOUNDATION		\$ 162,550	\$ 137,944	\$ 100,000	\$ -
221 - POLICE PRIVATE GRANTS FUND					
4410	INTEREST INCOME	\$ -	\$ 7	\$ -	\$ -
4864	PRIVATE GRANTS	5,500	1,600	-	-
TOTAL POLICE PRIVATE GRANTS FUND		\$ 5,500	\$ 1,607	\$ -	\$ -
224 - MEASURE R FUND					
4110	SALES TAX	\$ 1,180,222	\$ 1,211,550	\$ 1,235,506	\$ 1,248,150
4410	INTEREST INCOME	1,486	6,062	-	-
4851	BOND PROCEEDS	-	-	-	10,000,000
TOTAL MEASURE R FUND		\$ 1,181,708	\$ 1,217,612	\$ 1,235,506	\$ 11,248,150

SCHEDULE OF REVENUE DETAIL BY FUND

		2014-15 ACTUAL REVENUE	2015-16 ACTUAL REVENUE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
227 - HOMELAND SECURITY GRANT FUND					
4551	FEDERAL GRANTS	\$ 178,359	\$ -	\$ -	\$ -
TOTAL HOMELAND SECURITY GRANT FUND		\$ 178,359	\$ -	\$ -	\$ -
230 - ENERGY EFFICIENCY GRANT FUND					
4521	STATE GRANT	\$ 1,295	\$ -	\$ -	\$ -
4524	STATE GRANT - SGV ENERGY WISE PARTNERSHIP	1,153	-	-	-
TOTAL ENERGY EFFICIENCY GRANT FUND		\$ 2,448	\$ -	\$ -	\$ -
231 - ADVANCED TRAFFIC MANAGEMENT SYSTEM FUND					
4410	INTEREST INCOME	\$ 146	\$ 250	\$ -	\$ -
4540	COUNTY GRANTS	-	10,338	-	-
TOTAL ADVANCED TRAFFIC MANAGEMENT SYSTEM FUND		\$ 146	\$ 10,588	\$ -	\$ -
232 - NON-FEDERAL GRANTS FUND					
4540	COUNTY GRANTS	\$ 70,000	\$ -	\$ -	\$ -
TOTAL NON-FEDERAL GRANTS FUND		\$ 70,000	\$ -	\$ -	\$ -
233 - TRAP FUND					
4540	COUNTY GRANTS	\$ -	\$ -	\$ -	\$ 353,978
TOTAL TRAP FUND		\$ -	\$ -	\$ -	\$ 353,978
235 - MEASURE M FUND					
4110	SALES TAX	\$ -	\$ -	\$ -	\$ 1,343,814
TOTAL MEASURE M FUND		\$ -	\$ -	\$ -	\$ 1,343,814
300 - CITY DEBT SERVICE FUND					
4410	INTEREST INCOME	\$ 822,358	\$ 818,650	\$ -	\$ -
4412	INTEREST INCOME - FISCAL AGENT	101	48	-	-
4414	FAIR VALUE ADJUSTMENT	(680,220)	(667,429)	-	-
4415	AMORTIZATION - PREMIUM	(21,499)	(19,767)	-	-
4417	GAIN / LOSS ON INVESTMENT	-	(644,963)	-	-
4647	1988 BOND - LAKES REIMBURSEMENT	-	69,676	-	-
4647	MISCELLANEOUS REIMBURSEMENT	523,280	539,154	631,200	706,500
4659	BLD REIMBURSEMENT	455,797	427,691	450,000	425,000
9110	TRANSFER IN	1,123,060	2,184,676	922,098	1,888,398
9169	TRANSFER IN	-	-	-	921,680
9810	TRANSFER IN	1,143,570	1,200,805	1,220,666	1,267,662
TOTAL CITY DEBT SERVICE FUND		\$ 3,366,447	\$ 3,908,541	\$ 3,223,964	\$ 5,209,240
361 - GENERAL AND AUTO LIABILITY FUND					
4647	MISCELLANEOUS REIMBURSEMENT	\$ -	\$ 12	\$ 1,083	\$ -
4684	SPECIAL EVENT INSURANCE	-	-	2,611	-
4760	INTERDEPARTMENTAL CHARGES	956,540	1,333,232	1,667,439	1,520,879
4825	PROPERTY DAMAGE RECOVERY	15,589	233,821	35,995	35,832
9110	TRANSFER IN	-	1,651,430	-	-
TOTAL GENERAL AND AUTO LIABILITY FUND		\$ 972,129	\$ 3,218,495	\$ 1,707,128	\$ 1,556,711
363 - WORKERS' COMPENSATION FUND					
4647	MISCELLANEOUS REIMBURSEMENT	\$ 318,486	\$ 8,843	\$ 8,352	\$ -
4760	INTERDEPARTMENTAL CHARGES	1,299,661	1,328,326	1,306,327	1,331,901
9110	TRANSFER IN	-	4,546,172	-	-
TOTAL WORKERS' COMPENSATION FUND		\$ 1,618,147	\$ 5,883,341	\$ 1,314,679	\$ 1,331,901
365 - FLEET MANAGEMENT FUND					
4430	RENTAL INCOME	\$ -	\$ -	\$ -	\$ 240,000
4750	INTERFUND CHARGES - VEHICLE MAINTENANCE	603,582	1,007,311	982,610	441,625
4780	INTERFUND CHARGES - FUEL & OIL	851,106	492,834	600,000	600,000
TOTAL FLEET MANAGEMENT FUND		\$ 1,454,688	\$ 1,500,145	\$ 1,582,610	\$ 1,281,625
367 - VEHICLE REPLACEMENT FUND					
4410	INTEREST INCOME	\$ 467	\$ 347	\$ -	\$ -
4750	OVERHEAD CHARGEBACKS	-	-	168,486	-
9110	TRANSFER IN	-	80,000	-	-
TOTAL VEHICLE REPLACEMENT FUND		\$ 467	\$ 80,347	\$ 168,486	\$ -
368 - RETIREMENT HEALTH SAVINGS PLAN FUND					
4410	INTEREST INCOME	\$ 1,501	\$ 3,717	\$ -	\$ -
4755	INTERDEPARTMENTAL CHARGES - RETIREE LUMP SUM	88,270	87,170	-	-
TOTAL RETIREMENT HEALTH SAVINGS PLAN FUND		\$ 89,771	\$ 90,887	\$ -	\$ -

SCHEDULE OF REVENUE DETAIL BY FUND

		2014-15 ACTUAL REVENUE	2015-16 ACTUAL REVENUE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
375 - POLICE COMPUTER SERVICE GROUP FUND					
2800	CHARGES FOR SERVICES	\$ -	\$ -	\$ 250,000	\$ 150,000
2848	CITY OF LA MESA	46,090	15,000	15,000	15,000
2850	CITY OF CORONA	99,120	99,120	102,094	102,094
2851	CITY OF COVINA	85,316	-	-	-
2853	CITY OF CYPRESS	77,137	77,137	79,451	79,451
2854	CITY OF EL MONTE	101,775	101,775	-	-
2855	CITY OF EL SEGUNDO	8,000	-	12,500	8,000
2856	CITY OF FOUNTAIN VALLEY	32,997	-	-	-
2862	CITY OF LOS ALAMITOS	80,360	80,360	82,771	82,771
2864	CITY OF MONTCLAIR	77,783	77,783	80,116	80,116
2865	CITY OF LA HABRA	91,823	91,823	94,578	94,578
2870	CITY OF SEAL BEACH	74,963	74,963	77,212	77,212
2871	CITY OF PORTERVILLE	75,270	75,270	77,528	77,528
2872	CITY OF SPARKS, NV	41,116	41,116	43,172	8,000
2873	CITY OF TUSTIN	97,833	97,833	100,768	100,768
2876	ST. LOUIS COUNTY	-	-	-	42,787
2877	CITY OF CHINO	24,970	-	-	-
2880	CITY OF TRACY	96,932	106,142	99,840	99,840
2883	CITY OF SAN MARINO	87,311	87,311	89,930	89,930
2885	CITY OF ALHAMBRA	97,123	97,123	100,037	100,037
2887	SALES - DOS PALOS	58,975	-	-	-
2889	SALES - WEST COVINA FIRE DEPARTMENT	27,848	27,848	29,240	29,240
2891	SALES - PASADENA	139,050	139,050	143,222	143,222
2892	SALES - HEMET	113,500	113,500	116,905	116,905
2893	SALES - LINDSAY	10,000	-	-	-
2894	SALES - LA VERNE	9,845	-	-	2,160
2895	SALES - BALDWIN PARK	-	9,960	9,960	9,960
2897	SALES - BLM	-	-	-	24,088
4410	INTEREST INCOME	1,553	3,512	-	-
TOTAL POLICE COMPUTER SERVICE GROUP FUND		\$ 1,656,690	\$ 1,416,626	\$ 1,604,324	\$ 1,533,687
810 - REDEVELOPMENT OBLIGATION RETIREMENT FUND					
4010	CURRENT SECURED	\$ 7,942,389	\$ 11,091,456	\$ 12,438,197	\$ 7,937,531
4410	INTEREST INCOME	46,056	43,764	-	-
4412	INTEREST INCOME - FISCAL AGENT	41,826	62,375	-	-
4414	FAIR VALUE ADJUSTMENT	36,655	19,651	-	-
4430	RENTAL INCOME	59,300	50,000	50,000	50,000
4873	SETTLEMENTS	-	2,836,006	-	-
9110	TRANSFER IN	-	-	578,918	-
TOTAL REDEVELOPMENT OBLIGATION RETIREMENT FUND		\$ 8,126,226	\$ 14,103,252	\$ 13,067,115	\$ 7,987,531
815 - SUCCESSOR AGENCY ADMINISTRATION FUND					
4010	CURRENT SECURED	\$ 306,097	\$ -	\$ -	\$ 295,889
9810	TRANSFER IN	-	362,360	250,000	-
TOTAL SUCCESSOR AGENCY ADMINISTRATION FUND		\$ 306,097	\$ 362,360	\$ 250,000	\$ 295,889
820 - WEST COVINA HOUSING AUTHORITY FUND					
4410	INTEREST INCOME	\$ 332,124	\$ 373,379	\$ -	\$ -
4856	LOAN REPAYMENTS	-	229,773	-	-
TOTAL WEST COVINA HOUSING AUTHORITY FUND		\$ 332,124	\$ 603,152	\$ -	\$ -
853 - CFD DEBT SERVICE FUND					
4010	CURRENT SECURED	\$ -	\$ 1,904,028	\$ 1,501,000	\$ 1,500,000
4110	SALES TAX	1,139,849	1,370,947	1,000,000	1,200,000
4190	OTHER TAXES	2,157,332	3,192,536	2,091,000	2,440,666
4410	INTEREST INCOME	19,672	25,223	7,500	10,000
4412	INTEREST INCOME - FISCAL AGENT	309,733	311,099	300,000	300,000
4414	FAIR VALUE ADJUSTMENT	7,366	12,411	-	-
4873	SETTLEMENTS	-	431,205	-	-
TOTAL CFD DEBT SERVICE		\$ 3,633,952	\$ 7,247,449	\$ 4,899,500	\$ 5,450,666
GRAND TOTAL		\$ 103,995,168	\$ 122,502,544	\$ 108,750,493	\$ 121,356,676

SCHEDULE OF EXPENDITURES BY FUND

		2014-15 ACTUAL EXPENSE		2015-16 ACTUAL EXPENSE		2016-17 ADOPTED BUDGET		2017-18 ADOPTED BUDGET
110	GENERAL FUND*	\$ 55,941,536	\$	66,567,028	\$	60,595,636	\$	62,910,584
116	STATE ASSET FORFEITURES	\$ 52,608	\$	-	\$	-	\$	-
117	DRUG ENFORCEMENT REBATE	1,946,838		1,720,932		-		-
118	BUSINESS IMPROVEMENT TAX	800		6,293		-		-
119	AIR QUALITY IMPROVEMENT TRUST	15,018		47,827		83,776		28,653
121	PROPOSITION "A"	1,900,000		2,172,122		2,437,640		2,133,534
122	PROPOSITION "C"	1,651,850		1,265,671		1,340,692		1,657,706
124	STATE GAS TAX	2,917,836		2,914,946		2,461,280		2,853,258
127	POLICE DONATIONS	13,688		2,238		-		-
128	TRANSPORTATION DEVELOPMENT ACT	2,295		76,069		175,000		70,000
129	AB 939	138,483		138,084		169,089		175,326
130	BUREAU OF JUSTICE ASSISTANCE GRANT	21,451		24,485		-		-
131	COMMUNITY DEVELOPMENT BLOCK GRANT	365,277		1,464,488		820,580		565,804
133	SAFER GRANT	1,050,144		1,633,290		1,912,227		-
138	ABC GRANT	2,982		4,787		-		-
140	STP LOCAL	-		630,345		1,125,000		500,000
143	LA COUNTY PARK BOND	195,982		41,725		50,154		49,105
145	WASTE MGT ENFORCEMENT - GRANT	6,900		5,148		15,760		15,739
146	SENIOR MEALS PROGRAM	207,238		187,727		241,687		209,566
149	USED OIL BLOCK GRANT	24,582		16,024		-		-
150	INMATE WELFARE	-		-		6,750		6,750
153	PUBLIC SAFETY AUGMENTATION	650,000		709,173		725,000		700,000
155	COPS/SLESA	232,288		207,012		6,670		-
158	BEVERAGE CONTAINER RECYCLING GRANT	5,808		4,028		-		-
159	SUMMER MEALS PROGRAM	13,383		13,678		26,715		23,716
181	MAINTENANCE DISTRICT #1	293,789		337,867		444,704		583,586
182	MAINTENANCE DISTRICT #2	104,065		154,736		175,812		391,814
183	COASTAL SAGE AND SCRUB CFD	76,292		86,807		136,183		130,834
184	MAINTENANCE DISTRICT #4	915,712		908,100		1,234,227		1,633,776
186	MAINTENANCE DISTRICT #6	132,717		143,419		223,099		270,072
187	MAINTENANCE DISTRICT #7	124,968		183,946		229,994		358,620
188	CITYWIDE MAINTENANCE DISTRICT	1,402,109		1,522,207		1,516,522		1,771,227
189	SEWER MAINTENANCE	2,330,692		2,514,813		2,457,376		3,540,404
190	BUSINESS IMPROVEMENT DISTRICT	46,869		47,048		117,284		66,073
205	CHARTER PEG	7,000		-		266,627		-
210	LA COUNTY GRANT - 1ST DISTRICT	35,411		-		-		-
212	ART IN PUBLIC PLACES	5,249		177,630		8,000		8,000
220	WC COMMUNITY SERVICES FOUNDATION	152,460		148,079		100,000		-
221	POLICE PRIVATE GRANTS	3,066		3,355		-		-
224	MEASURE R	948,361		1,079,494		1,323,891		6,036,808
227	HOMELAND SECURITY GRANT	162,934		-		-		-
228	RECOVERY BYRNE GRANT	148		-		-		-
231	ADVANCED TRAFFIC MGMT SYSTEM	22,197		10,436		-		-
233	TRAP GRANT	-		-		-		353,978
235	MEASURE M	-		-		-		1,000,000
820	WEST COVINA HOUSING AUTHORITY	779,339		391,619		731,019		669,294
TOTAL SPECIAL REVENUE FUNDS		\$ 18,958,829	\$	20,995,648	\$	20,562,758	\$	25,803,643
160	CAPITAL PROJECTS	\$ 155,539	\$	170,911	\$	480,815	\$	648,821
161	CONSTRUCTION TAX	119,728		236,237		353,559		48,000
162	INFORMATION TECHNOLOGY	-		-		1,200,000		706,972
164	POLICE IMPACT FEES (DIF)	-		-		-		32,340
169	PARK ACQUISITION	-		-		-		921,680
170	PARK DEDICATION FEES "A"	-		21,957		-		-
172	PARK DEDICATION FEES "C"	770		34,915		-		-
173	PARK DEDICATION FEES "D"	337,815		268,855		-		-

SCHEDULE OF EXPENDITURES BY FUND

	2014-15 ACTUAL EXPENSE	2015-16 ACTUAL EXPENSE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
174 PARK DEDICATION FEES "E"	-	370,214	-	-
175 PARK DEDICATION FEES "F"	1,092	139,137	-	-
176 PARK DEDICATION FEES "G"	-	846	-	-
177 PARK DEDICATION FEES "H"	-	56	-	-
TOTAL CAPITAL PROJECT FUNDS	\$ 614,944	\$ 1,243,128	\$ 2,034,374	\$ 2,357,813
300 DEBT SERVICE - CITY	\$ 3,152,793	\$ 3,526,743	\$ 10,728,814	\$ 4,287,560
TOTAL DEBT SERVICE FUND	\$ 3,152,793	\$ 3,526,743	\$ 10,728,814	\$ 4,287,560
361 GENERAL AND AUTO LIABILITY	\$ 1,982,625	\$ 2,026,462	\$ 1,667,439	\$ 1,596,646
363 WORKERS' COMPENSATION	1,583,778	1,370,715	1,306,327	1,653,613
365 FLEET MANAGEMENT	1,454,695	1,500,137	1,582,610	1,281,625
367 VEHICLE REPLACEMENT	117,535	4,496	-	100,000
368 RETIREMENT HEALTH SAVINGS PLAN	47,192	109,392	120,000	90,400
TOTAL INTERNAL SERVICE FUNDS	\$ 5,185,825	\$ 5,011,202	\$ 4,676,376	\$ 4,722,284
375 POLICE COMPUTER SERVICE GROUP	1,529,541	1,740,347	1,582,296	1,598,651
TOTAL ENTERPRISE FUND	\$ 1,529,541	\$ 1,740,347	\$ 1,582,296	\$ 1,598,651
810 REDEVELOPMENT OBLIGATION RETIREMENT	\$ 5,924,009	\$ 6,494,397	\$ 9,105,464	\$ 8,851,367
815 SUCCESSOR AGENCY ADMINISTRATION	306,096	362,360	250,000	295,889
853 CFD DEBT SERVICE	7,243,380	6,493,480	5,307,900	5,322,400
TOTAL PRIVATE PURPOSE TRUST FUNDS	\$ 13,473,485	\$ 13,350,237	\$ 14,663,364	\$ 14,469,656
GRAND TOTAL	\$ 98,856,953	\$ 112,434,333	\$ 114,843,618	\$ 116,150,191

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

2017-2018 SCHEDULE OF EXPENDITURES BY FUND & CATEGORY

	SALARIES & BENEFITS	MATERIALS & SERVICES	CAPITAL PROJECTS & EQUIPMENT	TOTAL
110 GENERAL FUND*	\$ 51,196,562	\$ 11,714,022	\$ -	\$ 62,910,584
119 AIR QUALITY IMPROVEMENT TRUST	\$ -	\$ 28,653	\$ -	\$ 28,653
121 PROPOSITION "A"	-	2,133,534	-	2,133,534
122 PROPOSITION "C"	336,056	1,267,650	54,000	1,657,706
124 STATE GAS TAX	908,452	1,944,806	-	2,853,258
128 TRANSPORTATION DEVELOPMENT ACT	-	-	70,000	70,000
129 AB 939	117,016	58,310	-	175,326
131 COMMUNITY DEVELOPMENT BLOCK GRANT	181,175	354,629	30,000	565,804
140 STP LOCAL	-	-	500,000	500,000
143 LA COUNTY PARK BOND	19,862	29,243	-	49,105
145 WASTE MGT ENFORCEMENT - GRANT	-	15,739	-	15,739
146 SENIOR MEALS PROGRAM	127,206	82,360	-	209,566
150 INMATE WELFARE	-	6,750	-	6,750
153 PUBLIC SAFETY AUGMENTATION	700,000	-	-	700,000
159 SUMMER MEALS PROGRAM	3,716	20,000	-	23,716
181 MAINTENANCE DISTRICT #1	109,305	244,281	230,000	583,586
182 MAINTENANCE DISTRICT #2	107,543	74,271	210,000	391,814
183 COASTAL SAGE AND SCRUB CFD	37,396	93,438	-	130,834
184 MAINTENANCE DISTRICT #4	200,941	982,835	450,000	1,633,776
186 MAINTENANCE DISTRICT #6	90,060	130,012	50,000	270,072
187 MAINTENANCE DISTRICT #7	90,868	132,752	135,000	358,620
188 CITYWIDE MAINTENANCE DISTRICT	106,553	1,614,674	50,000	1,771,227
189 SEWER MAINTENANCE	1,462,335	438,069	1,640,000	3,540,404
190 BUSINESS IMPROVEMENT DISTRICT	-	66,073	-	66,073
212 ART IN PUBLIC PLACES	-	8,000	-	8,000
224 MEASURE R	63,519	158,289	5,815,000	6,036,808
233 TRAP GRANT	353,978	-	-	353,978
235 MEASURE M	-	-	1,000,000	1,000,000
820 WEST COVINA HOUSING AUTHORITY	460,525	208,769	-	669,294
TOTAL SPECIAL REVENUE FUNDS	\$ 5,476,506	\$ 10,093,137	\$ 10,234,000	\$ 25,803,643
160 CAPITAL PROJECTS	\$ -	\$ 518,821	\$ 130,000	\$ 648,821
161 CONSTRUCTION TAX	-	-	48,000	48,000
162 INFORMATION TECHNOLOGY	-	-	706,972	706,972
164 POLICE IMPACT FEES (DIF)	-	-	32,340	32,340
169 PARK ACQUISITION	-	921,680	-	921,680
TOTAL CAPITAL PROJECT FUNDS	\$ -	\$ 1,440,501	\$ 917,312	\$ 2,357,813
300 DEBT SERVICE - CITY	\$ -	\$ 4,287,560	\$ -	\$ 4,287,560
TOTAL DEBT SERVICE FUND	\$ -	\$ 4,287,560	\$ -	\$ 4,287,560
361 GENERAL AND AUTO LIABILITY	\$ -	\$ 1,596,646	\$ -	\$ 1,596,646
363 WORKERS' COMPENSATION	-	1,653,613	-	1,653,613
365 FLEET MANAGEMENT	133,915	1,147,710	-	1,281,625
367 VEHICLE REPLACEMENT	-	-	100,000	100,000
368 RETIREMENT HEALTH SAVINGS PLAN	90,400	-	-	90,400
TOTAL INTERNAL SERVICE FUNDS	\$ 224,315	\$ 4,397,969	\$ 100,000	\$ 4,722,284
375 POLICE COMPUTER SERVICE GROUP	\$ 1,371,618	\$ 227,033	\$ -	\$ 1,598,651
TOTAL ENTERPRISE FUND	\$ 1,371,618	\$ 227,033	\$ -	\$ 1,598,651

2017-2018 SCHEDULE OF EXPENDITURES BY FUND & CATEGORY

	SALARIES & BENEFITS	MATERIALS & SERVICES	CAPITAL PROJECTS & EQUIPMENT	TOTAL
810 REDEVELOPMENT OBLIGATION RETIREMENT	\$ -	\$ 8,851,367	\$ -	\$ 8,851,367
815 SUCCESSOR AGENCY ADMINISTRATION	-	295,889	-	295,889
853 CFD DEBT SERVICE	-	5,322,400	-	5,322,400
TOTAL PRIVATE PURPOSE TRUST FUNDS	\$ -	\$ 14,469,656	\$ -	\$ 14,469,656
GRAND TOTAL	\$ 58,269,001	\$ 46,629,878	\$ 11,251,312	\$ 116,150,191

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

SCHEDULE OF EXPENDITURES BY DIVISION

	2014-15 ACTUAL EXPENSE	2015-16 ACTUAL EXPENSE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
110 - GENERAL FUND				
Personnel Services	\$ 144,768	\$ 86,963	\$ 68,798	\$ 86,267
Materials & Services	19,256	27,816	49,800	15,500
Capital Assets	-	-	-	-
Allocations	5,710	6,752	-	-
Subtotal City Council (1110)	\$ 169,734	\$ 121,531	\$ 118,598	\$ 101,767
Personnel Services	\$ 762,360	\$ 388,684	\$ 665,943	\$ 740,794
Materials & Services	323,431	198,146	152,533	56,547
Capital Assets	-	687	1,500	-
Allocations	16,197	16,231	735	95
Subtotal City Manager (1120)	\$ 1,101,988	\$ 603,748	\$ 820,711	\$ 797,436
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	351,824	335,355	307,700	379,000
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal City Attorney (1140)	\$ 351,824	\$ 335,355	\$ 307,700	\$ 379,000
Personnel Services	\$ -	\$ 2,903	\$ 140,597	\$ 148,231
Materials & Services	24,603	21,491	29,120	16,725
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Economic Development (1150)	\$ 24,603	\$ 24,394	\$ 169,717	\$ 164,956
Personnel Services	\$ 308,308	\$ 221,901	\$ 331,019	\$ 295,752
Materials & Services	37,158	293,555	28,735	22,450
Capital Assets	-	-	-	-
Allocations	12,350	13,445	-	-
Subtotal City Clerk (1210)	\$ 357,816	\$ 528,901	\$ 359,754	\$ 318,202
Personnel Services	\$ 1,225	\$ 1,228	\$ 1,225	\$ 1,844
Materials & Services	-	1,483	1,735	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal City Treasurer (1305)	\$ 1,225	\$ 2,711	\$ 2,960	\$ 1,844
Personnel Services	\$ 869,575	\$ 1,015,965	\$ 1,293,676	\$ 1,392,742
Materials & Services	651,341	532,707	509,166	570,110
Capital Assets	-	-	-	-
Allocations	15,940	5,827	-	-
Subtotal Finance Administration (1310)	\$ 1,536,856	\$ 1,554,499	\$ 1,802,842	\$ 1,962,852
Personnel Services	\$ 79,271	\$ 83,631	\$ 80,707	\$ 6,284
Materials & Services	109,173	105,079	118,200	120,194
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Reprographic Services (1330)	\$ 188,444	\$ 188,710	\$ 198,907	\$ 126,478
Personnel Services	\$ 381,131	\$ 440,482	\$ 573,647	\$ 545,134
Materials & Services	229,756	364,913	496,001	570,751
Capital Assets	-	-	-	-
Allocations	15,490	14,529	7,910	1,990
Subtotal Information Technology (1340)	\$ 626,377	\$ 819,924	\$ 1,077,558	\$ 1,117,875

SCHEDULE OF EXPENDITURES BY DIVISION

	2014-15 ACTUAL EXPENSE	2015-16 ACTUAL EXPENSE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
Personnel Services	\$ 1,398	\$ 2,138	\$ 3,063	\$ 2,308
Materials & Services	-	-	1,250	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal HR Commission (1401)	\$ 1,398	\$ 2,138	\$ 4,313	\$ 2,308
Personnel Services	\$ 425,379	\$ 408,912	\$ 618,615	\$ 524,885
Materials & Services	333,436	183,472	328,110	191,533
Capital Assets	-	-	-	-
Allocations	17,960	20,794	-	-
Subtotal Human Resources (1410)	\$ 776,775	\$ 613,178	\$ 946,725	\$ 716,418
Personnel Services	\$ 3,046	\$ 1,484	\$ 4,662	\$ 9,220
Materials & Services	1,468	2,542	3,250	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Planning Commission (2101)	\$ 4,514	\$ 4,026	\$ 7,912	\$ 9,220
Personnel Services	\$ 432,628	\$ 461,621	\$ 651,553	\$ 617,403
Materials & Services	75,528	25,002	118,810	11,760
Capital Assets	2,081	938	-	-
Allocations	21,430	22,698	-	-
Subtotal Planning (2110)	\$ 531,667	\$ 510,259	\$ 770,363	\$ 629,163
Personnel Services	\$ 3,375,864	\$ 3,109,908	\$ 3,096,317	\$ 3,463,003
Materials & Services	650,064	536,932	611,320	662,820
Capital Assets	-	30,515	-	-
Allocations	153,610	183,413	68,485	32,138
Subtotal Police Administration (3110)	\$ 4,179,538	\$ 3,860,768	\$ 3,776,122	\$ 4,157,961
Personnel Services	\$ 475,736	\$ 480,884	\$ 506,770	\$ 516,378
Materials & Services	47,824	52,385	55,550	63,050
Capital Assets	-	-	-	-
Allocations	5,900	8,330	-	-
Subtotal Jail (3115)	\$ 529,460	\$ 541,599	\$ 562,320	\$ 579,428
Personnel Services	\$ 1,375,038	\$ 1,598,082	\$ 1,872,469	\$ 1,881,307
Materials & Services	42,296	19,714	21,910	22,350
Capital Assets	-	-	-	-
Allocations	21,390	28,668	-	-
Subtotal Dispatch (3116)	\$ 1,438,724	\$ 1,646,464	\$ 1,894,379	\$ 1,903,657
Personnel Services	\$ 11,417,772	\$ 14,029,939	\$ 14,612,175	\$ 14,356,854
Materials & Services	211,907	175,353	120,200	94,800
Capital Assets	-	-	-	-
Allocations	623,572	774,428	1,767,617	1,551,128
Subtotal Patrol (3120)	\$ 12,253,251	\$ 14,979,720	\$ 16,499,992	\$ 16,002,782
Personnel Services	\$ 1,146,498	\$ 1,141,101	\$ 1,215,735	\$ 1,203,950
Materials & Services	145,759	187,892	182,847	190,137
Capital Assets	-	-	-	-
Allocations	18,486	23,967	3,153	2,336
Subtotal Traffic (3121)	\$ 1,310,743	\$ 1,352,960	\$ 1,401,735	\$ 1,396,423

SCHEDULE OF EXPENDITURES BY DIVISION

	2014-15 ACTUAL EXPENSE	2015-16 ACTUAL EXPENSE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
Personnel Services	\$ 39,625	\$ 87,598	\$ 79,864	\$ 92,129
Materials & Services	106,786	67,545	96,620	96,620
Capital Assets	-	-	-	-
Allocations	1,790	2,530	-	-
Subtotal Community Enhancement (3125)	\$ 148,201	\$ 157,673	\$ 176,484	\$ 188,749
Personnel Services	\$ 4,065,548	\$ 3,820,668	\$ 3,798,118	\$ 4,032,111
Materials & Services	63,044	56,340	60,500	63,500
Capital Assets	-	-	-	-
Allocations	169,639	162,815	148,077	74,451
Subtotal Investigations (3130)	\$ 4,298,231	\$ 4,039,823	\$ 4,006,695	\$ 4,170,062
Personnel Services	\$ 1,434,140	\$ 1,288,541	\$ 1,168,331	\$ 1,041,808
Materials & Services	8,360	9,529	12,300	15,800
Capital Assets	-	-	-	-
Allocations	15,210	21,470	-	-
Subtotal Special Enforcement Team (3131)	\$ 1,457,710	\$ 1,319,540	\$ 1,180,631	\$ 1,057,608
Personnel Services	\$ 15,241,388	\$ 15,190,183	\$ 14,180,315	\$ 16,672,604
Materials & Services	633,064	625,395	712,684	672,264
Capital Assets	-	-	-	-
Allocations	614,897	720,298	549,796	261,387
Subtotal Fire (3210)	\$ 16,489,349	\$ 16,535,876	\$ 15,442,795	\$ 17,606,255
Personnel Services	\$ 103,226	\$ 52,301	\$ 175,849	\$ 106,070
Materials & Services	58,043	47,366	74,550	109,750
Capital Assets	-	-	-	-
Allocations	2,120	3,000	-	-
Subtotal Fire Prevention (3230)	\$ 163,389	\$ 102,667	\$ 250,399	\$ 215,820
Personnel Services	\$ 6,247	\$ 1,442	\$ 11,500	\$ 11,710
Materials & Services	16,345	12,038	18,845	19,315
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Emergency Services (3240)	\$ 22,592	\$ 13,480	\$ 30,345	\$ 31,025
Personnel Services	\$ 88,159	\$ 105,239	\$ 117,454	\$ 194,529
Materials & Services	4,262	4,334	5,435	4,805
Capital Assets	-	-	-	-
Allocations	51,920	71,656	-	-
Subtotal Public Works (4110)	\$ 144,341	\$ 181,229	\$ 122,889	\$ 199,334
Personnel Services	\$ 399,362	\$ 406,411	\$ 441,948	\$ 497,004
Materials & Services	37,550	116,633	112,400	24,100
Capital Assets	-	-	-	-
Allocations	22,342	30,839	3,195	4,334
Subtotal Building Services (4120)	\$ 459,254	\$ 553,883	\$ 557,543	\$ 525,438
Personnel Services	\$ 40,249	\$ 835	\$ -	\$ -
Materials & Services	152	-	-	-
Capital Assets	-	-	-	-
Allocations	94	-	-	-
Subtotal Community Enhancement (4121)	\$ 40,495	\$ 835	\$ -	\$ -

SCHEDULE OF EXPENDITURES BY DIVISION

	2014-15 ACTUAL EXPENSE	2015-16 ACTUAL EXPENSE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
Personnel Services	\$ 41,891	\$ 34,089	\$ 54,966	\$ 43,795
Materials & Services	46,613	50,146	55,625	35,220
Capital Assets	-	-	-	-
Allocations	5,733	8,433	2,919	2,194
Subtotal General Engineering (4130)	\$ 94,237	\$ 92,668	\$ 113,510	\$ 81,209
Personnel Services	\$ 29,682	\$ 87,908	\$ 120,233	\$ 176,755
Materials & Services	60,612	57,068	66,680	58,700
Capital Assets	-	-	-	-
Allocations	33,321	36,098	20,903	10,031
Subtotal Maintenance Service (4140)	\$ 123,615	\$ 181,074	\$ 207,816	\$ 245,486
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	377,582	324,546	-	-
Capital Assets	-	-	-	-
Allocations	28,940	40,260	-	-
Subtotal Landscape Maintenance (4141)	\$ 406,522	\$ 364,806	\$ -	-
Personnel Services	\$ 287,809	\$ 319,818	\$ 376,184	\$ 443,672
Materials & Services	947,949	950,191	956,046	943,287
Capital Assets	-	-	-	-
Allocations	68,733	78,940	117,931	92,176
Subtotal Park Maintenance (4142)	\$ 1,304,491	\$ 1,348,949	\$ 1,450,161	\$ 1,479,135
Personnel Services	\$ 228,390	\$ 218,309	\$ 225,428	\$ 310,933
Materials & Services	603,535	715,184	761,568	661,600
Capital Assets	-	-	-	-
Allocations	11,364	19,027	1,740	2,664
Subtotal City Buildings (4144)	\$ 843,289	\$ 952,520	\$ 988,736	\$ 975,197
Personnel Services	\$ -	\$ -	\$ -	81,009
Materials & Services	-	-	-	57,000
Capital Assets	-	-	-	-
Allocations	-	-	-	87
Subtotal Graffiti (4147)	\$ -	\$ -	\$ -	\$ 138,096
Personnel Services	\$ 18,109	\$ 527	\$ -	-
Materials & Services	153,797	370	-	-
Capital Assets	-	-	-	-
Allocations	15,365	-	-	-
Subtotal Traffic Signal Maintenance (4150)	\$ 187,271	\$ 897	\$ -	-
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	244,472	238,218	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Street Lighting (4152)	\$ 244,472	\$ 238,218	\$ -	-
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	487,700	484,676	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Street Sweeping (4153)	\$ -	\$ 487,700	\$ 484,676	-

SCHEDULE OF EXPENDITURES BY DIVISION

	2014-15 ACTUAL EXPENSE	2015-16 ACTUAL EXPENSE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	1,600	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Integrated Waste Management (4180)	\$ -	\$ 1,600	\$ -	-
Personnel Services	\$ 8,185	\$ 14,542	\$ 17,179	\$ 20,892
Materials & Services	24,557	25,350	6,100	8,900
Capital Assets	-	-	-	-
Allocations	-	1,500	8,972	-
Subtotal Landfill Enforcement (4182)	\$ 32,742	\$ 41,392	\$ 32,251	\$ 29,792
Personnel Services	\$ 14,656	\$ 12,693	\$ 13,161	\$ 29,538
Materials & Services	6,825	7,850	9,020	3,740
Capital Assets	-	-	-	-
Allocations	-	4,588	909	997
Subtotal Franchise Waste Collection (4187)	\$ 21,481	\$ 25,131	\$ 23,090	\$ 34,275
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	404,000	350,000	315,000
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal NPDES (4189)	\$ -	\$ 404,000	\$ 350,000	\$ 315,000
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	400	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Program Administration (4190)	\$ 400	\$ -	\$ -	-
Personnel Services	\$ 3,383	\$ 2,698	\$ 6,126	\$ 4,615
Materials & Services	476	50	1,500	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Community Services Commission (5101)	\$ 3,859	\$ 2,748	\$ 7,626	\$ 4,615
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	1,750	789	1,500	1,500
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Youth Council (5103)	\$ 1,750	\$ 789	\$ 1,500	\$ 1,500
Personnel Services	\$ 317,847	\$ 350,615	\$ 305,163	\$ 422,620
Materials & Services	27,989	32,604	42,460	37,280
Capital Assets	-	-	-	-
Allocations	37,446	37,355	36,387	25,983
Subtotal Community Services Administration (5110)	\$ 383,282	\$ 420,574	\$ 384,010	\$ 485,883
Personnel Services	\$ 54,418	\$ 15,223	\$ -	-
Materials & Services	11,021	5,612	-	-
Capital Assets	-	-	-	-
Allocations	11,670	12,110	-	-
Subtotal California Afterschool Program (5131)	\$ 77,109	\$ 32,945	\$ -	-

SCHEDULE OF EXPENDITURES BY DIVISION

	2014-15 ACTUAL EXPENSE	2015-16 ACTUAL EXPENSE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
Personnel Services	\$ 66,749	\$ 70,603	\$ 68,458	\$ 98,664
Materials & Services	12,570	12,732	14,460	20,398
Capital Assets	-	-	-	-
Allocations	13,010	13,460	-	-
Subtotal Wescove Afterschool Program (5132)	\$ 92,329	\$ 96,795	\$ 82,918	\$ 119,062
Personnel Services	\$ 89,334	\$ 97,552	\$ 94,809	\$ 120,582
Materials & Services	13,553	14,006	18,130	27,368
Capital Assets	-	-	-	-
Allocations	14,410	14,970	-	-
Subtotal Vine Afterschool Program (5133)	\$ 117,297	\$ 126,528	\$ 112,939	\$ 147,950
Personnel Services	\$ 75,026	\$ 96,081	\$ 88,424	\$ 132,540
Materials & Services	9,859	10,879	12,040	17,378
Capital Assets	-	-	-	-
Allocations	13,950	13,400	-	-
Subtotal Orangewood Afterschool Program (5134)	\$ 98,835	\$ 120,360	\$ 100,464	\$ 149,918
Personnel Services	\$ 87,450	\$ 96,689	\$ 95,531	\$ 133,260
Materials & Services	9,094	7,588	11,280	13,355
Capital Assets	-	-	-	-
Allocations	13,670	15,220	-	-
Subtotal Palmview Afterschool Program (5135)	\$ 110,214	\$ 119,497	\$ 106,811	\$ 146,615
Personnel Services	\$ 52,306	\$ 53,567	\$ 73,250	\$ 71,755
Materials & Services	40,625	31,736	44,698	-
Capital Assets	-	-	-	-
Allocations	1,100	2,330	-	-
Subtotal Special Events (5150)	\$ 94,031	\$ 87,633	\$ 117,948	\$ 71,755
Personnel Services	\$ 132,248	\$ 156,049	\$ 227,158	\$ 236,231
Materials & Services	171,606	188,477	218,690	226,990
Capital Assets	-	-	-	-
Allocations	37,050	38,770	-	-
Subtotal Cameron Community Center (5161)	\$ 340,904	\$ 383,296	\$ 445,848	\$ 463,221
Personnel Services	\$ 25,739	\$ 27,526	\$ 41,738	\$ 44,134
Materials & Services	1,841	1,143	2,500	2,500
Capital Assets	-	-	-	-
Allocations	5,224	3,820	2,478	834
Subtotal Facility Rentals (5162)	\$ 32,804	\$ 32,489	\$ 46,716	\$ 47,468
Personnel Services	\$ 28,390	\$ 36,364	\$ 102,439	\$ 129,755
Materials & Services	66,216	65,149	92,570	111,600
Capital Assets	-	-	-	-
Allocations	7,320	7,668	-	-
Subtotal Recreation Classes (Shadow Oak) (5165)	\$ 101,926	\$ 109,181	\$ 195,009	\$ 241,355
Personnel Services	\$ 9,321	\$ 8,519	\$ 13,001	-
Materials & Services	130	-	-	-
Capital Assets	-	-	-	-
Allocations	1,580	2,064	-	-
Subtotal Park Reservation (5168)	\$ 11,031	\$ 10,583	\$ 13,001	\$ -

SCHEDULE OF EXPENDITURES BY DIVISION

	2014-15 ACTUAL EXPENSE	2015-16 ACTUAL EXPENSE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
Personnel Services	\$ 64,730	\$ 72,435	\$ 73,834	\$ -
Materials & Services	3,450	3,026	6,200	-
Capital Assets	-	-	-	-
Allocations	10,580	10,990	-	-
Subtotal Aquatics (5169)	\$ 78,760	\$ 86,451	\$ 80,034	\$ -
Personnel Services	\$ 39,232	\$ 38,085	\$ 46,013	\$ 27,761
Materials & Services	67,922	67,343	71,770	-
Capital Assets	-	-	-	-
Allocations	9,938	9,490	1,087	-
Subtotal Pool Maintenance (5171)	\$ 117,092	\$ 114,918	\$ 118,870	\$ 27,761
Personnel Services	\$ 214,285	\$ 169,751	\$ 216,502	\$ 227,730
Materials & Services	54,948	73,015	79,280	72,330
Capital Assets	-	-	-	-
Allocations	24,190	24,612	-	-
Subtotal Senior Citizen Center (5180)	\$ 293,423	\$ 267,378	\$ 295,782	\$ 300,060
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	388,232	314,137	457,800	447,800
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Animal Control (5190)	\$ 388,232	\$ 314,137	\$ 457,800	\$ 447,800
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	88,871	-	-
Allocations	-	-	-	-
Subtotal Buildings (7001)	\$ -	\$ 88,871	\$ -	\$ -
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	76,613	-	-
Allocations	-	-	-	-
Subtotal Vehicles (7008)	\$ -	\$ 76,613	\$ -	\$ -
Transfer Out	\$ 1,731,639	\$ 9,340,396	\$ 1,887,731	\$ 2,595,370
Subtotal Transfer Out (9500)	\$ 1,731,639	\$ 9,340,396	\$ 1,887,731	\$ 2,595,370
Fund 110 Subtotal*	\$ 55,941,536	\$ 66,567,028	\$ 60,595,636	\$ 62,910,584

*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.

116 - State Asset Forfeiture

Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	52,608	-	-	-
Allocations	-	-	-	-
Subtotal General (7003)	\$ 52,608	\$ -	\$ -	\$ -
Fund 116 Subtotal	\$ 52,608	\$ -	\$ -	\$ -

SCHEDULE OF EXPENDITURES BY DIVISION

	2014-15 ACTUAL EXPENSE	2015-16 ACTUAL EXPENSE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
117 - Drug Enforcement Rebate				
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	151,261	146,299	-	-
Capital Assets	140,536	409,378	-	-
Allocations	-	-	-	-
Subtotal Police Administration (3110)	\$ 291,797	\$ 555,677	\$ -	-
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	-	28,273	-	-
Allocations	-	-	-	-
Subtotal Dispatch (3116)	\$ -	\$ 28,273	\$ -	-
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	242,543	684,794	-	-
Capital Assets	321,715	24,070	-	-
Allocations	-	-	-	-
Subtotal West Covina Service Group (3119)	\$ 564,258	\$ 708,864	\$ -	-
Personnel Services	\$ 667,564	\$ 13,149	\$ -	-
Materials & Services	21,635	-	-	-
Capital Assets	218,900	270,677	-	-
Allocations	-	-	-	-
Subtotal Patrol (3120)	\$ 908,099	\$ 283,826	\$ -	-
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	-	53,911	-	-
Allocations	-	-	-	-
Subtotal Traffic (3121)	\$ -	\$ 53,911	\$ -	-
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	172,234	5,520	-	-
Allocations	-	-	-	-
Subtotal Investigations (3130)	\$ 172,234	\$ 5,520	\$ -	-
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	-	73,339	-	-
Allocations	-	-	-	-
Subtotal Buildings (7001)	\$ -	\$ 73,339	\$ -	-
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	10,450	11,522	-	-
Allocations	-	-	-	-
Subtotal General (7003)	\$ 10,450	\$ 11,522	\$ -	-
Fund 117 Subtotal	\$ 1,946,838	\$ 1,720,932	\$ -	-

SCHEDULE OF EXPENDITURES BY DIVISION

	2014-15 ACTUAL EXPENSE	2015-16 ACTUAL EXPENSE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
118 - Business Improvement Tax				
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	6,293	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal City Manager (1120)	\$ -	\$ 6,293	\$ -	-
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	800	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Special Events (5150)	\$ 800	\$ -	\$ -	-
Fund 118 Subtotal	\$ 800	\$ 6,293	\$ -	-
119 - Air Quality Improvement Trust				
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	5,163	7,139	24,700	22,320
Capital Assets	-	-	-	-
Allocations	-	-	4,877	6,333
Subtotal Air Quality (AB2766) (4183)	\$ 5,163	\$ 7,139	\$ 29,577	\$ 28,653
Personnel Services	\$ 2,658	\$ 1,741	\$ -	-
Materials & Services	2,400	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Transportation Demand Management (4185)	\$ 5,058	\$ 1,741	\$ -	-
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	3,345	3,099	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Alternative Fuel (4186)	\$ 3,345	\$ 3,099	\$ -	-
Personnel Services	\$ 1,452	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	-	5,448	-	-
Allocations	-	-	-	-
Subtotal Buildings (7001)	\$ 1,452	\$ 5,448	\$ -	-
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	-	-	54,199	-
Allocations	-	-	-	-
Subtotal General (7003)	\$ -	\$ -	\$ 54,199	-
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	-	30,400	-	-
Allocations	-	-	-	-
Subtotal Vehicles (7008)	\$ -	\$ 30,400	\$ -	-
Fund 119 Subtotal	\$ 15,018	\$ 47,827	\$ 83,776	\$ 28,653

SCHEDULE OF EXPENDITURES BY DIVISION

	2014-15 ACTUAL EXPENSE	2015-16 ACTUAL EXPENSE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
121 - Proposition "A"				
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	1,900,000	1,931,200	2,313,323	2,132,811
Capital Assets	-	-	-	-
Allocations	-	-	4,317	723
Subtotal Regional Transportation (5140)	\$ 1,900,000	\$ 1,931,200	\$ 2,317,640	\$ 2,133,534
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	120,000	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Dial-A-Ride (5143)	\$ -	\$ -	\$ 120,000	\$ -
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	-	214,474	-	-
Allocations	-	-	-	-
Subtotal Bus Fleet Expansion (5147)	\$ -	\$ 214,474	\$ -	\$ -
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	-	26,448	-	-
Allocations	-	-	-	-
Subtotal General (7003)	\$ -	\$ 26,448	\$ -	\$ -
Fund 121 Subtotal	\$ 1,900,000	\$ 2,172,122	\$ 2,437,640	\$ 2,133,534
122 - Proposition "C"				
Personnel Services	\$ 127,782	\$ 120,215	\$ 26,695	\$ 28,528
Materials & Services	-	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Transportation Planning (2120)	\$ 127,782	\$ 120,215	\$ 26,695	\$ 28,528
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	21,210	756	-	-
Capital Assets	-	-	-	-
Allocations	-	21,350	-	-
Subtotal Program Administration (2130)	\$ 21,210	\$ 22,106	\$ -	\$ -
Personnel Services	\$ 104,696	\$ 100,861	\$ 214,164	\$ 225,722
Materials & Services	14,328	19,063	39,450	40,110
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Pavement Management (4132)	\$ 119,024	\$ 119,924	\$ 253,614	\$ 265,832
Personnel Services	\$ 15,440	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	-	-	-	-
Allocations	-	15,530	-	-
Subtotal Program Administration (4190)	\$ 15,440	\$ 15,530	\$ -	\$ -

SCHEDULE OF EXPENDITURES BY DIVISION

	2014-15 ACTUAL EXPENSE	2015-16 ACTUAL EXPENSE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
Personnel Services	\$ 175,155	\$ 95,844	\$ 76,105	\$ 81,806
Materials & Services	67,845	760	4,900	4,900
Capital Assets	-	-	-	-
Allocations	-	66,010	59,340	80,648
Subtotal Program Administration (5120)	\$ 243,000	\$ 162,614	\$ 140,345	\$ 167,354
Personnel Services	\$ 161,471	\$ -	\$ -	-
Materials & Services	-	94,736	105,000	220,000
Capital Assets	-	-	-	-
Allocations	-	44,465	72,453	54,224
Subtotal Corridor Shuttle (Fixed route) (5142)	\$ 161,471	\$ 139,201	\$ 177,453	\$ 274,224
Personnel Services	\$ 151,868	\$ -	\$ -	-
Materials & Services	-	102,257	105,000	370,000
Capital Assets	-	-	-	-
Allocations	-	39,580	48,085	48,268
Subtotal Dial-A-Ride (5143)	\$ 151,868	\$ 141,837	\$ 153,085	\$ 418,268
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	66,399	60,525	74,500	74,500
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Bus Shelter Maintenance (5144)	\$ 66,399	\$ 60,525	\$ 74,500	\$ 74,500
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	67,943	70,033	80,000	80,000
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Recreation/Education Transit (5145)	\$ 67,943	\$ 70,033	\$ 80,000	\$ 80,000
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	264,669	280,509	285,000	295,000
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Fixed Route - Green Line Corridor Shuttle (5148)	\$ 264,669	\$ 280,509	\$ 285,000	\$ 295,000
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	4,832	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Transit Marketing (5149)	\$ 4,832	\$ -	\$ -	\$ -
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	113,370	31,332	-	25,000
Allocations	-	-	-	-
Subtotal General (7003)	\$ 113,370	\$ 31,332	\$ -	\$ 25,000
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	-	-	-	29,000
Allocations	-	-	-	-
Subtotal Parks (7004)	\$ -	\$ -	\$ -	\$ 29,000

SCHEDULE OF EXPENDITURES BY DIVISION

	2014-15 ACTUAL EXPENSE	2015-16 ACTUAL EXPENSE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
Personnel Services	\$ 6,770	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	288,072	96,173	150,000	-
Allocations	-	-	-	-
Subtotal Streets (7005)	\$ 294,842	\$ 96,173	\$ 150,000	\$ -
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	-	5,672	-	-
Allocations	-	-	-	-
Subtotal Traffic (7006)	\$ -	\$ 5,672	\$ -	\$ -
Fund 122 Subtotal	\$ 1,651,850	\$ 1,265,671	\$ 1,340,692	\$ 1,657,706
124 - State Gas Tax				
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	2,054	2,500	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Finance Administration (1310)	\$ -	\$ 2,054	\$ 2,500	\$ -
Personnel Services	\$ 138,273	\$ 175,573	\$ 128,828	\$ 68,729
Materials & Services	72,541	30,409	29,875	29,675
Capital Assets	-	-	-	-
Allocations	-	28,908	67	606
Subtotal Traffic Engineering (4131)	\$ 210,814	\$ 234,890	\$ 158,770	\$ 99,010
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	392,784	392,800
Capital Assets	-	-	-	-
Allocations	-	-	18,207	14,470
Subtotal Landscape Maintenance (4141)	\$ -	\$ -	\$ 410,991	\$ 407,270
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	175,308	164,000	164,000
Capital Assets	-	-	-	-
Allocations	-	7,282	18,571	10,947
Subtotal Traffic Signal Maintenance (4150)	\$ -	\$ 182,590	\$ 182,571	\$ 174,947
Personnel Services	\$ 955,762	\$ 1,021,975	\$ 830,540	\$ 839,723
Materials & Services	491,971	150,176	209,200	202,450
Capital Assets	-	-	-	-
Allocations	-	376,930	421,708	394,214
Subtotal Street Maintenance (4151)	\$ 1,447,733	\$ 1,549,081	\$ 1,461,448	\$ 1,436,387
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	245,000	245,000
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Street Lighting (4152)	\$ -	\$ -	\$ 245,000	\$ 245,000
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	490,644
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Street Sweeping (4153)	\$ -	\$ -	\$ -	\$ 490,644

SCHEDULE OF EXPENDITURES BY DIVISION

	2014-15 ACTUAL EXPENSE	2015-16 ACTUAL EXPENSE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
Personnel Services	\$ 5,085	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	480,068	197,389	-	-
Allocations	-	-	-	-
Subtotal Streets (7005)	\$ 485,153	\$ 197,389	\$ -	-
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	-	28,942	-	-
Allocations	-	-	-	-
Subtotal Traffic (7006)	\$ -	\$ 28,942	\$ -	-
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	54,346	-	-	-
Allocations	-	-	-	-
Subtotal Vehicles (7008)	\$ 54,346	\$ -	\$ -	-
Transfer out	\$ 719,790	\$ 720,000	\$ -	-
Subtotal Transfer Out (9500)	\$ 719,790	\$ 720,000	\$ -	-
Fund 124 Subtotal	\$ 2,917,836	\$ 2,914,946	\$ 2,461,280	\$ 2,853,258
127 - Police Donations				
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	13,688	2,238	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Police Administration (3110)	\$ 13,688	\$ 2,238	\$ -	-
Fund 127 Subtotal	\$ 13,688	\$ 2,238	\$ -	-
128 - Transportation Development Act				
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	-	-	75,000	-
Allocations	-	-	-	-
Subtotal General (7003)	\$ -	\$ -	\$ 75,000	-
Personnel Services	\$ 2,295	\$ 2,004	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	-	74,065	100,000	70,000
Allocations	-	-	-	-
Subtotal Streets (7005)	\$ 2,295	\$ 76,069	\$ 100,000	\$ 70,000
Fund 128 Subtotal	\$ 2,295	\$ 76,069	\$ 175,000	\$ 70,000
129 - AB 939				
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	220	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Integrated Waste Management (4180)	\$ 220	\$ -	\$ -	-

SCHEDULE OF EXPENDITURES BY DIVISION

	2014-15 ACTUAL EXPENSE	2015-16 ACTUAL EXPENSE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
Personnel Services	\$ 97,493	\$ 102,860	\$ 116,345	\$ 117,016
Materials & Services	40,370	16,889	30,731	37,171
Capital Assets	-	-	-	-
Allocations	-	18,335	22,013	21,139
Subtotal Waste Reduction (AB 939) (4188)	\$ 137,863	\$ 138,084	\$ 169,089	\$ 175,326
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	400	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Program Administration (4190)	\$ 400	\$ -	\$ -	-
Fund 129 Subtotal	\$ 138,483	\$ 138,084	\$ 169,089	\$ 175,326
130 Bureau of Justice Assistance Grant				
Personnel Services	\$ 2,137	\$ -	\$ -	-
Materials & Services	315	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Police (3112)	\$ 2,452	\$ -	\$ -	-
Personnel Services	\$ -	\$ 5,018	\$ -	-
Materials & Services	18,999	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Police (3113)	\$ 18,999	\$ 5,018	\$ -	-
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	19,467	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Police (3114)	\$ -	\$ 19,467	\$ -	-
Fund 130 Subtotal	\$ 21,451	\$ 24,485	\$ -	-
131 - Community Development Block Grant				
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	200,000	200,000
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Business Assistance Program (2232)	\$ -	\$ -	\$ 200,000	\$ 200,000
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	26,700	200,000	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Home Improvement Program (2242)	\$ -	\$ 26,700	\$ 200,000	\$ -
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	10,000	10,000	10,000	10,000
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Fair Housing (2244)	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000

SCHEDULE OF EXPENDITURES BY DIVISION

	2014-15 ACTUAL EXPENSE	2015-16 ACTUAL EXPENSE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
Personnel Services	\$ 25,700	\$ 33,878	\$ 93,920	\$ 50,000
Materials & Services	4,157	553	1,080	-
Capital Assets	-	-	-	-
Allocations	-	1,560	-	-
Subtotal Community Enhancement (3125)	\$ 29,857	\$ 35,991	\$ 95,000	\$ 50,000
Personnel Services	\$ 19,030	\$ 25,999	\$ 20,000	\$ 20,000
Materials & Services	-	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Investigations (3130)	\$ 19,030	\$ 25,999	\$ 20,000	\$ 20,000
Personnel Services	\$ 4,795	\$ -	\$ 5,000	\$ -
Materials & Services	112	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Community Enhancement (4121)	\$ 4,907	\$ -	\$ 5,000	\$ -
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	8,333	9,455	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal General Engineering (4130)	\$ 8,333	\$ 9,455	\$ -	\$ -
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	(10,628)	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Community Services Administration (5110)	\$ (10,628)	\$ -	\$ -	\$ -
Personnel Services	\$ 75,578	\$ 51,354	\$ 98,895	\$ 111,175
Materials & Services	62,360	7,987	30,100	12,600
Capital Assets	-	-	-	-
Allocations	-	27,187	35,121	42,029
Subtotal Program Administration (5120)	\$ 137,938	\$ 86,528	\$ 164,116	\$ 165,804
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	87,075	84,065	83,087	80,000
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Community Subrecipients (5121)	\$ 87,075	\$ 84,065	\$ 83,087	\$ 80,000
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	8,784	7,200	10,000	10,000
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Careship (5136)	\$ 8,784	\$ 7,200	\$ 10,000	\$ 10,000
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	-	-	30,000
Allocations	-	-	-	-
Subtotal Buildings (7001)	\$ -	\$ -	\$ -	\$ 30,000

SCHEDULE OF EXPENDITURES BY DIVISION

	2014-15 ACTUAL EXPENSE	2015-16 ACTUAL EXPENSE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
Personnel Services	\$ 185	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	11,575	11,585	-	-
Allocations	-	-	-	-
Subtotal General (7003)	\$ 11,760	\$ 11,585	\$ -	\$ -
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	23,227	33,377	-
Allocations	-	-	-	-
Subtotal Parks (7004)	\$ -	\$ 23,227	\$ 33,377	\$ -
Personnel Services	\$ -	\$ 6,973	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	58,221	1,136,765	-	-
Allocations	-	-	-	-
Subtotal Streets (7005)	\$ 58,221	\$ 1,143,738	\$ -	\$ -
Fund 131 Subtotal	\$ 365,277	\$ 1,464,488	\$ 820,580	\$ 565,804
133 - SAFER Grant				
Personnel Services	\$ 1,050,144	\$ 1,633,290	\$ 1,912,227	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Fire Grant (3213)	\$ 1,050,144	\$ 1,633,290	\$ 1,912,227	\$ -
Fund 133 Subtotal	\$ 1,050,144	\$ 1,633,290	\$ 1,912,227	\$ -
138 - ABC Grant				
Personnel Services	\$ 2,982	\$ 4,787	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Police Administration (3110)	\$ 2,982	\$ 4,787	\$ -	\$ -
Fund 138 Subtotal	\$ 2,982	\$ 4,787	\$ -	\$ -
140 STP Local				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	630,345	1,125,000	500,000
Allocations	-	-	-	-
Subtotal Streets (7005)	\$ -	\$ 630,345	\$ 1,125,000	\$ 500,000
Fund 140 Subtotal	\$ -	\$ 630,345	\$ 1,125,000	\$ 500,000
143 - LA County Park Bond				
Personnel Services	\$ 25,737	\$ 25,451	\$ 19,982	\$ 19,862
Materials & Services	11,002	10,269	19,500	19,000
Capital Assets	-	-	-	-
Allocations	-	6,005	10,672	10,243
Subtotal Del Norte Splash Pad (5172)	\$ 36,739	\$ 41,725	\$ 50,154	\$ 49,105

SCHEDULE OF EXPENDITURES BY DIVISION

	2014-15 ACTUAL EXPENSE	2015-16 ACTUAL EXPENSE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	159,243	-	-	-
Allocations	-	-	-	-
Subtotal Parks (7004)	\$ 159,243	\$ -	\$ -	-
Fund 143 Subtotal	\$ 195,982	\$ 41,725	\$ 50,154	\$ 49,105
145 - Waste Mgt Enforcement - Grant				
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	6,900	5,148	15,760	15,739
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Landfill Enforcement (4182)	\$ 6,900	\$ 5,148	\$ 15,760	\$ 15,739
Fund 145 Subtotal	\$ 6,900	\$ 5,148	\$ 15,760	\$ 15,739
146 - Senior Meals Program				
Personnel Services	\$ 105,506	\$ 113,929	\$ 125,327	\$ 127,206
Materials & Services	101,732	70,428	116,360	82,360
Capital Assets	-	-	-	-
Allocations	-	3,370	-	-
Subtotal Meal Grant (5186)	\$ 207,238	\$ 187,727	\$ 241,687	\$ 209,566
Fund 146 Subtotal	\$ 207,238	\$ 187,727	\$ 241,687	\$ 209,566
149 - Used Oil Block Grant				
Personnel Services	\$ 4,281	\$ 2,797	\$ -	-
Materials & Services	20,301	10,677	-	-
Capital Assets	-	-	-	-
Allocations	-	2,550	-	-
Subtotal Integrated Waste Management (4180)	\$ 24,582	\$ 16,024	\$ -	-
Fund 149 Subtotal	\$ 24,582	\$ 16,024	\$ -	-
150 - Inmate Welfare				
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	6,750	6,750
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Jail (3115)	\$ -	\$ -	\$ 6,750	\$ 6,750
Fund 150 Subtotal	\$ -	\$ -	\$ 6,750	\$ 6,750
153 - Public Safety Augmentation				
Personnel Services	\$ -	\$ -	\$ -	700,000
Materials & Services	-	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Patrol (3120)	\$ -	\$ -	\$ -	700,000

SCHEDULE OF EXPENDITURES BY DIVISION

	2014-15 ACTUAL EXPENSE	2015-16 ACTUAL EXPENSE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
Transfer out	\$ 650,000	\$ 709,173	\$ 725,000	\$ -
Subtotal Transfer Out (9500)	\$ 650,000	\$ 709,173	\$ 725,000	\$ -
Fund 153 Subtotal	\$ 650,000	\$ 709,173	\$ 725,000	\$ 700,000
155 - COPS/SLESA				
Personnel Services	\$ 9,813	\$ 51,763	\$ -	\$ -
Materials & Services	178,438	106,918	-	-
Capital Assets	44,037	48,331	-	-
Allocations	-	-	6,670	-
Subtotal Police Administration (3110)	\$ 232,288	\$ 207,012	\$ 6,670	\$ -
Fund 155 Subtotal	\$ 232,288	\$ 207,012	\$ 6,670	\$ -
158 - Beverage Container Recycling Grant				
Personnel Services	\$ 1,703	\$ -	\$ -	\$ -
Materials & Services	4,105	508	-	-
Capital Assets	-	-	-	-
Allocations	-	3,520	-	-
Subtotal Integrated Waste Management (4180)	\$ 5,808	\$ 4,028	\$ -	\$ -
Fund 158 Subtotal	\$ 5,808	\$ 4,028	\$ -	\$ -
159 - Summer Meals Program				
Personnel Services	\$ 2,608	\$ 1,913	\$ 3,715	\$ 3,716
Materials & Services	10,775	11,355	23,000	20,000
Capital Assets	-	-	-	-
Allocations	-	410	-	-
Subtotal Summer Lunch (5166)	\$ 13,383	\$ 13,678	\$ 26,715	\$ 23,716
Fund 159 Subtotal	\$ 13,383	\$ 13,678	\$ 26,715	\$ 23,716
160 - Capital Projects				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	-	58,305	-
Allocations	-	-	-	-
Subtotal Buildings (7001)	\$ -	\$ -	\$ 58,305	\$ -
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	155,539	170,911	11,000	80,000
Allocations	-	-	-	-
Subtotal General (7003)	\$ 155,539	\$ 170,911	\$ 11,000	\$ 80,000
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	-	95,000	50,000
Allocations	-	-	-	-
Subtotal Utilities (7007)	\$ -	\$ -	\$ 95,000	\$ 50,000

SCHEDULE OF EXPENDITURES BY DIVISION

	2014-15 ACTUAL EXPENSE	2015-16 ACTUAL EXPENSE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	-	-	316,510	-
Allocations	-	-	-	-
Subtotal Vehicles (7008)	\$ -	\$ -	\$ 316,510	-
Transfer out	\$ -	\$ -	\$ -	518,821
Subtotal Transfer Out (9500)	\$ -	\$ -	\$ -	518,821
Fund 160 Subtotal	\$ 155,539	\$ 170,911	\$ 480,815	\$ 648,821
161 - Construction Tax				
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	8,333	9,455	-	-
Capital Assets	-	-	-	-
Allocations	410	410	1,864	-
Subtotal General Engineering (4130)	\$ 8,743	\$ 9,865	\$ 1,864	-
Personnel Services	\$ 774	\$ 2,564	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	110,211	204,758	351,695	48,000
Allocations	-	-	-	-
Subtotal Buildings (7001)	\$ 110,985	\$ 207,322	\$ 351,695	\$ 48,000
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	-	19,050	-	-
Allocations	-	-	-	-
Subtotal Parks (7004)	\$ -	\$ 19,050	\$ -	-
Fund 161 Subtotal	\$ 119,728	\$ 236,237	\$ 353,559	\$ 48,000
162 - Information Technology				
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	-	-	1,200,000	706,972
Allocations	-	-	-	-
Subtotal General (7003)	\$ -	\$ -	\$ 1,200,000	\$ 706,972
Fund 162 Subtotal	\$ -	\$ -	\$ 1,200,000	\$ 706,972
164 - Police Impact Fees (DIF)				
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	-	-	-	32,340
Allocations	-	-	-	-
Subtotal Vehicles (7008)	\$ -	\$ -	\$ -	32,340
Fund 164 Subtotal	\$ -	\$ -	\$ -	32,340

SCHEDULE OF EXPENDITURES BY DIVISION

	2014-15 ACTUAL EXPENSE	2015-16 ACTUAL EXPENSE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
169 - Park Acquisition				
Transfer out	\$ -	\$ -	\$ -	921,680
Subtotal Transfer Out (9500)	\$ -	\$ -	\$ -	921,680
Fund 169 Subtotal	\$ -	\$ -	\$ -	921,680
170 - Park Dedication Fees "A"				
Transfer out	\$ -	\$ 21,957	\$ -	-
Subtotal Transfer Out (9500)	\$ -	\$ 21,957	\$ -	-
Fund 170 Subtotal	\$ -	\$ 21,957	\$ -	-
172 - Park Dedication Fees "C"				
Personnel Services	\$ 770	\$ 3,243	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	-	31,672	-	-
Allocations	-	-	-	-
Subtotal Parks (7004)	\$ 770	\$ 34,915	\$ -	-
Fund 172 Subtotal	\$ 770	\$ 34,915	\$ -	-
173 - Park Dedication Fees "D"				
Personnel Services	\$ -	\$ 2,577	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	337,815	148,371	-	-
Allocations	-	-	-	-
Subtotal Parks (7004)	\$ 337,815	\$ 150,948	\$ -	-
Transfer out	\$ -	\$ 117,907	\$ -	-
Subtotal Transfer Out (9500)	\$ -	\$ 117,907	\$ -	-
Fund 173 Subtotal	\$ 337,815	\$ 268,855	\$ -	-
174 - Park Dedication Fees "E"				
Personnel Services	\$ -	\$ 2,084	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	-	368,130	-	-
Allocations	-	-	-	-
Subtotal Parks (7004)	\$ -	\$ 370,214	\$ -	-
Fund 174 Subtotal	\$ -	\$ 370,214	\$ -	-
175 - Park Dedication Fees "F"				
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	-	23,899	-	-
Allocations	-	-	-	-
Subtotal Buildings (7001)	\$ -	\$ 23,899	\$ -	-

SCHEDULE OF EXPENDITURES BY DIVISION

	2014-15 ACTUAL EXPENSE	2015-16 ACTUAL EXPENSE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
Personnel Services	\$ -	\$ 1,999	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	1,092	113,239	-	-
Allocations	-	-	-	-
Subtotal Parks (7004)	\$ 1,092	\$ 115,238	\$ -	\$ -
Fund 175 Subtotal	\$ 1,092	\$ 139,137	\$ -	\$ -
176 - Park Dedication Fees "G"				
Transfer out	\$ -	\$ 846	\$ -	\$ -
Subtotal Transfer Out (9500)	\$ -	\$ 846	\$ -	\$ -
Fund 176 Subtotal	\$ -	\$ 846	\$ -	\$ -
177 - Park Dedication Fees "H"				
Transfer out	\$ -	\$ 56	\$ -	\$ -
Subtotal Transfer Out (9500)	\$ -	\$ 56	\$ -	\$ -
Fund 177 Subtotal	\$ -	\$ 56	\$ -	\$ -
181 - Maintenance District #1				
Personnel Services	\$ 93,075	\$ 97,383	\$ 128,004	\$ 109,305
Materials & Services	165,067	126,696	178,390	178,160
Capital Assets	-	-	-	-
Allocations	33,880	35,430	53,310	56,121
Subtotal District Maintenance (4145)	\$ 292,022	\$ 259,509	\$ 359,704	\$ 343,586
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	10,000	10,000	10,000
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal NPDES (4189)	\$ -	\$ 10,000	\$ 10,000	\$ 10,000
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	-	75,000	-
Allocations	-	-	-	-
Subtotal General (7003)	\$ -	\$ -	\$ 75,000	\$ -
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	567	65,764	-	230,000
Allocations	-	-	-	-
Subtotal Parks (7004)	\$ 567	\$ 65,764	\$ -	\$ 230,000
Transfer out	\$ 1,200	\$ 2,594	\$ -	\$ -
Subtotal Transfer Out (9500)	\$ 1,200	\$ 2,594	\$ -	\$ -
Fund 181 Subtotal	\$ 293,789	\$ 337,867	\$ 444,704	\$ 583,586

SCHEDULE OF EXPENDITURES BY DIVISION

	2014-15 ACTUAL EXPENSE	2015-16 ACTUAL EXPENSE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
182 - Maintenance District #2				
Personnel Services	\$ 54,453	\$ 61,529	\$ 91,360	\$ 107,543
Materials & Services	39,412	26,967	39,770	39,770
Capital Assets	-	-	-	-
Allocations	-	11,190	15,682	20,501
Subtotal District Maintenance (4145)	\$ 93,865	\$ 99,686	\$ 146,812	\$ 167,814
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	5,000	5,000	5,000
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal NPDES (4189)	\$ -	\$ 5,000	\$ 5,000	\$ 5,000
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	-	-	15,000	-
Allocations	-	-	-	-
Subtotal General (7003)	\$ -	\$ -	\$ 15,000	\$ -
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	-	39,850	-	210,000
Allocations	-	-	-	-
Subtotal Parks (7004)	\$ -	\$ 39,850	\$ -	\$ 210,000
Transfer out	\$ 10,200	\$ 10,200	\$ 9,000	\$ 9,000
Subtotal Transfer Out (9500)	\$ 10,200	\$ 10,200	\$ 9,000	\$ 9,000
Fund 182 Subtotal	\$ 104,065	\$ 154,736	\$ 175,812	\$ 391,814
183 - Coastal Sage and Shrub CFD				
Personnel Services	\$ 26,036	\$ 20,686	\$ 36,384	\$ 37,396
Materials & Services	50,256	55,211	75,624	73,000
Capital Assets	-	-	-	-
Allocations	-	2,910	11,175	12,438
Subtotal District Maintenance (4145)	\$ 76,292	\$ 78,807	\$ 123,183	\$ 122,834
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	8,000	8,000	8,000
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal NPDES (4189)	\$ -	\$ 8,000	\$ 8,000	\$ 8,000
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	-	-	5,000	-
Allocations	-	-	-	-
Subtotal General (7003)	\$ -	\$ -	\$ 5,000	\$ -
Fund 183 Subtotal	\$ 76,292	\$ 86,807	\$ 136,183	\$ 130,834

SCHEDULE OF EXPENDITURES BY DIVISION

	2014-15 ACTUAL EXPENSE	2015-16 ACTUAL EXPENSE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
184 - Maintenance District #4				
Personnel Services	\$ 141,466	\$ 154,206	\$ 208,794	\$ 200,941
Materials & Services	767,691	527,997	751,280	755,253
Capital Assets	-	-	-	-
Allocations	-	96,275	144,153	152,582
Subtotal District Maintenance (4145)	\$ 909,157	\$ 778,478	\$ 1,104,227	\$ 1,108,776
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	75,000	75,000
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal NPDES (4189)	\$ -	\$ -	\$ 75,000	\$ 75,000
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	-	-	55,000	-
Allocations	-	-	-	-
Subtotal General (7003)	\$ -	\$ -	\$ 55,000	\$ -
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	2,975	126,042	-	450,000
Allocations	-	-	-	-
Subtotal Parks (7004)	\$ 2,975	\$ 126,042	\$ -	\$ 450,000
Transfer out	\$ 3,580	\$ 3,580	\$ -	-
Subtotal Transfer Out (9500)	\$ 3,580	\$ 3,580	\$ -	\$ -
Fund 184 Subtotal	\$ 915,712	\$ 908,100	\$ 1,234,227	\$ 1,633,776
186 - Maintenance District #6				
Personnel Services	\$ 42,834	\$ 47,642	\$ 74,231	\$ 90,060
Materials & Services	86,313	64,567	103,100	105,420
Capital Assets	-	-	-	-
Allocations	-	14,540	15,768	19,592
Subtotal District Maintenance (4145)	\$ 129,147	\$ 126,749	\$ 193,099	\$ 215,072
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	5,000	5,000	5,000
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal NPDES (4189)	\$ -	\$ 5,000	\$ 5,000	\$ 5,000
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	-	-	25,000	-
Allocations	-	-	-	-
Subtotal General (7003)	\$ -	\$ -	\$ 25,000	\$ -
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	-	8,100	-	50,000
Allocations	-	-	-	-
Subtotal Parks (7004)	\$ -	\$ 8,100	\$ -	\$ 50,000

SCHEDULE OF EXPENDITURES BY DIVISION

	2014-15 ACTUAL EXPENSE	2015-16 ACTUAL EXPENSE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
Transfer out	\$ 3,570	\$ 3,570	\$ -	\$ -
Subtotal Transfer Out (9500)	\$ 3,570	\$ 3,570	\$ -	\$ -
Fund 186 Subtotal	\$ 132,717	\$ 143,419	\$ 223,099	\$ 270,072
187 - Maintenance District #7				
Personnel Services	\$ 42,727	\$ 48,055	\$ 75,022	\$ 90,868
Materials & Services	78,555	65,216	96,605	98,950
Capital Assets	-	-	-	-
Allocations	-	15,100	23,367	28,802
Subtotal District Maintenance (4145)	\$ 121,282	\$ 128,371	\$ 194,994	\$ 218,620
Personnel Services	\$ 106	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Sewer Maintenance (4160)	\$ 106	\$ -	\$ -	\$ -
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	5,000	5,000	5,000
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal NPDES (4189)	\$ -	\$ 5,000	\$ 5,000	\$ 5,000
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	-	30,000	-
Allocations	-	-	-	-
Subtotal General (7003)	\$ -	\$ -	\$ 30,000	\$ -
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	46,995	-	135,000
Allocations	-	-	-	-
Subtotal Parks (7004)	\$ -	\$ 46,995	\$ -	\$ 135,000
Transfer out	\$ 3,580	\$ 3,580	\$ -	\$ -
Subtotal Transfer Out (9500)	\$ 3,580	\$ 3,580	\$ -	\$ -
Fund 187 Subtotal	\$ 124,968	\$ 183,946	\$ 229,994	\$ 358,620
188 - Citywide Maintenance District				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	21,665	17,560
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Information Technology (1340)	\$ -	\$ -	\$ 21,665	\$ 17,560
Personnel Services	\$ 19,403	\$ 18,312	\$ 21,888	\$ 30,955
Materials & Services	8,287	2,291	4,755	7,933
Capital Assets	-	-	-	-
Allocations	-	2,590	68,643	78,111
Subtotal District Engineering (4133)	\$ 27,690	\$ 23,193	\$ 95,286	\$ 116,999

SCHEDULE OF EXPENDITURES BY DIVISION

	2014-15 ACTUAL EXPENSE	2015-16 ACTUAL EXPENSE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
Personnel Services	\$ 71,278	\$ 76,990	\$ 36,412	\$ 44,340
Materials & Services	174,528	251,012	267,610	350,670
Capital Assets	-	-	-	-
Allocations	-	37,810	11,614	14,940
Subtotal Landscape Maintenance (4141)	\$ 245,806	\$ 365,812	\$ 315,636	\$ 409,950
Personnel Services	\$ 27,164	\$ 28,497	\$ 30,352	\$ 31,258
Materials & Services	1,101,449	979,208	977,000	1,092,910
Capital Assets	-	-	-	-
Allocations	-	125,497	61,583	52,550
Subtotal Street Lighting (4152)	\$ 1,128,613	\$ 1,133,202	\$ 1,068,935	\$ 1,176,718
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	-	-	15,000	-
Allocations	-	-	-	-
Subtotal General (7003)	\$ -	\$ -	\$ 15,000	\$ -
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	-	-	-	50,000
Allocations	-	-	-	-
Subtotal Parks (7004)	\$ -	\$ -	\$ -	\$ 50,000
Fund 188 Subtotal	\$ 1,402,109	\$ 1,522,207	\$ 1,516,522	\$ 1,771,227
189 - Sewer Maintenance				
Personnel Services	\$ 12,529	\$ 24,715	\$ 30,273	\$ 31,399
Materials & Services	-	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Community Enhancement (3125)	\$ 12,529	\$ 24,715	\$ 30,273	\$ 31,399
Personnel Services	\$ 276,747	\$ 295,417	\$ 324,330	\$ 356,772
Materials & Services	136,230	51,284	65,430	29,608
Capital Assets	-	-	-	-
Allocations	-	50,465	137,802	150,258
Subtotal District Engineering (4133)	\$ 412,977	\$ 397,166	\$ 527,562	\$ 536,638
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	651,222	-	-	-
Capital Assets	-	-	-	-
Allocations	-	62,520	-	-
Subtotal Street Maintenance (4151)	\$ 651,222	\$ 62,520	\$ -	\$ -
Personnel Services	\$ 791,333	\$ 863,670	\$ 1,012,229	\$ 1,074,164
Materials & Services	354,978	108,809	148,170	144,380
Capital Assets	-	-	-	-
Allocations	-	251,628	180,142	93,823
Subtotal Sewer Maintenance (4160)	\$ 1,146,311	\$ 1,224,107	\$ 1,340,541	\$ 1,312,367
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	16,328	20,000	20,000
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal NPDES (4189)	\$ -	\$ 16,328	\$ 20,000	\$ 20,000

SCHEDULE OF EXPENDITURES BY DIVISION

	2014-15 ACTUAL EXPENSE	2015-16 ACTUAL EXPENSE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	3,307	-	25,000	-
Allocations	-	-	-	-
Subtotal General (7003)	\$ 3,307	\$ -	\$ 25,000	\$ -
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	3,895	400,000	1,640,000
Allocations	-	-	-	-
Subtotal Utilities (7007)	\$ -	\$ 3,895	\$ 400,000	\$ 1,640,000
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	54,346	-	114,000	-
Allocations	-	-	-	-
Subtotal Vehicles (7008)	\$ 54,346	\$ -	\$ 114,000	\$ -
Transfer out	\$ 50,000	\$ 786,082	\$ -	\$ -
Subtotal Transfer Out (9500)	\$ 50,000	\$ 786,082	\$ -	\$ -
Fund 189 Subtotal	\$ 2,330,692	\$ 2,514,813	\$ 2,457,376	\$ 3,540,404
190 - Auto Plaza Improvement District				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	46,869	40,858	117,284	56,640
Capital Assets	-	-	-	-
Allocations	-	6,190	-	-
Subtotal Business Improvement District (2231)	\$ 46,869	\$ 47,048	\$ 117,284	\$ 56,640
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	9,433
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Debt Service (9000)	\$ -	\$ -	\$ -	\$ 9,433
Fund 190 Subtotal	\$ 46,869	\$ 47,048	\$ 117,284	\$ 66,073
205 - Charter PEG				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	7,000	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Community Information (1130)	\$ 7,000	\$ -	\$ -	\$ -
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	-	-	266,627	-
Allocations	-	-	-	-
Subtotal Buildings (7001)	\$ -	\$ -	\$ 266,627	\$ -
Fund 205 Subtotal	\$ 7,000	\$ -	\$ 266,627	\$ -

SCHEDULE OF EXPENDITURES BY DIVISION

	2014-15 ACTUAL EXPENSE	2015-16 ACTUAL EXPENSE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
210 - LA County Grant - 1st District				
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	1,911	-	-	-
Capital Assets	-	-	-	-
Allocations	33,500	-	-	-
Subtotal Parks (7004)	\$ 35,411	\$ -	\$ -	-
Fund 210 Subtotal	\$ 35,411	\$ -	\$ -	-
212 - Art in Public Places				
Personnel Services	\$ 1,649	\$ 1,665	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Public Arts Commission (2102)	\$ 1,649	\$ 1,665	\$ -	-
Personnel Services	\$ -	\$ 10	\$ -	-
Materials & Services	-	7,030	8,000	8,000
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Planning (2110)	\$ -	\$ 7,040	\$ 8,000	\$ 8,000
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	3,600	168,925	-	-
Allocations	-	-	-	-
Subtotal General (7003)	\$ 3,600	\$ 168,925	\$ -	-
Fund 212 Subtotal	\$ 5,249	\$ 177,630	\$ 8,000	\$ 8,000
220 - WC Community Services Foundation				
Personnel Services	\$ 1,807	\$ -	\$ -	-
Materials & Services	1,180	1,923	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Finance Administration (1310)	\$ 2,987	\$ 1,923	\$ -	-
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	15,465	5,509	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Police Administration (3110)	\$ 15,465	\$ 5,509	\$ -	-
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	266	107	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Youth Council (5103)	\$ 266	\$ 107	\$ -	-
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	940	9,610	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Community Services Administration (5110)	\$ 940	\$ 9,610	\$ -	-

SCHEDULE OF EXPENDITURES BY DIVISION

	2014-15 ACTUAL EXPENSE	2015-16 ACTUAL EXPENSE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	73,268	67,560	50,000	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Special Events (5150)	\$ 73,268	\$ 67,560	\$ 50,000	-
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	4,892	2,525	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Shadow Oak Community Center (5170)	\$ 4,892	\$ 2,525	\$ -	-
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	3,413	845	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Senior Citizen Center (5180)	\$ 3,413	\$ 845	\$ -	-
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	1,229	10,000	-	-
Allocations	-	-	-	-
Subtotal Parks (7004)	\$ 1,229	\$ 10,000	\$ -	-
Transfer out	\$ 50,000	\$ 50,000	\$ 50,000	-
Subtotal Transfer Out (9500)	\$ 50,000	\$ 50,000	\$ 50,000	-
Fund 220 Subtotal	\$ 152,460	\$ 148,079	\$ 100,000	-
221 - Police Private Grants				
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	1,000	3,355	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Police Administration (3110)	\$ 1,000	\$ 3,355	\$ -	-
Personnel Services	\$ 1,500	\$ -	\$ -	-
Materials & Services	566	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Police (3113)	\$ 2,066	\$ -	\$ -	-
Fund 221 Subtotal	\$ 3,066	\$ 3,355	\$ -	-
224 - Measure R				
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	-	-	-	-
Allocations	-	6,642	-	-
Subtotal Traffic Signal Maintenance (4150)	\$ -	\$ 6,642	\$ -	-
Personnel Services	\$ 86,056	\$ 45,460	\$ 58,415	\$ 63,519
Materials & Services	45,767	-	5,000	5,000
Capital Assets	-	-	-	-
Allocations	-	44,640	20,476	13,289
Subtotal Program Administration (5120)	\$ 131,823	\$ 90,100	\$ 83,891	\$ 81,808

SCHEDULE OF EXPENDITURES BY DIVISION

	2014-15 ACTUAL EXPENSE	2015-16 ACTUAL EXPENSE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	219,110	249,752	260,000	140,000
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Corridor Shuttle (Fixed Route) (5142)	\$ 219,110	\$ 249,752	\$ 260,000	\$ 140,000
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	257,409	250,000	145,000	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Dial-A-Ride (5143)	\$ 257,409	\$ 250,000	\$ 145,000	\$ -
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	-	5,471	-	-
Allocations	-	-	-	-
Subtotal General (7003)	\$ -	\$ 5,471	\$ -	\$ -
Personnel Services	\$ -	\$ 8,502	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	340,019	469,027	725,000	5,600,000
Allocations	-	-	-	-
Subtotal Streets (7005)	\$ 340,019	\$ 477,529	\$ 725,000	\$ -
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	-	-	110,000	215,000
Allocations	-	-	-	-
Subtotal Traffic (7006)	\$ -	\$ -	\$ 110,000	\$ 215,000
Fund 224 Subtotal	\$ 948,361	\$ 1,079,494	\$ 1,323,891	\$ 6,036,808
227 - Homeland Security Grant				
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	150,000	-	-	-
Allocations	-	-	-	-
Subtotal Police Administration (3110)	\$ 150,000	\$ -	\$ -	\$ -
Personnel Services	\$ 12,934	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal 2013 State Homeland Security Grant - Fire (3214)	\$ 12,934	\$ -	\$ -	\$ -
Fund 227 Subtotal	\$ 162,934	\$ -	\$ -	\$ -
228 - Recovery Byrne Grant				
Personnel Services	\$ 148	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal General (7003)	\$ 148	\$ -	\$ -	\$ -
Fund 228 Subtotal	\$ 148	\$ -	\$ -	\$ -

SCHEDULE OF EXPENDITURES BY DIVISION

	2014-15 ACTUAL EXPENSE	2015-16 ACTUAL EXPENSE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
231 - Advanced Traffic Mgmt System				
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	22,197	10,436	-	-
Allocations	-	-	-	-
Subtotal Traffic (7006)	\$ 22,197	\$ 10,436	\$ -	-
Fund 231 Subtotal	\$ 22,197	\$ 10,436	\$ -	-
233 - TRAP Grant				
Personnel Services	\$ -	\$ -	\$ -	353,978
Materials & Services	-	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Investigations (3130)	\$ -	\$ -	\$ -	353,978
Fund 233 Subtotal	\$ -	\$ -	\$ -	353,978
235 - Measure M				
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	-	-	-	1,000,000
Allocations	-	-	-	-
Subtotal Streets (7005)	\$ -	\$ -	\$ -	1,000,000
Fund 235 Subtotal	\$ -	\$ -	\$ -	1,000,000
300 - Debt Services - City				
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	3,152,793	3,526,743	9,528,814	4,287,560
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Debt Service (9000)	\$ 3,152,793	\$ 3,526,743	\$ 9,528,814	\$ 4,287,560
Transfer out	\$ -	\$ -	1,200,000	-
Subtotal Transfer Out (9500)	\$ -	\$ -	\$ 1,200,000	-
Fund 300 Subtotal	\$ 3,152,793	\$ 3,526,743	\$ 10,728,814	\$ 4,287,560
361 - General and Auto Liability				
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	1,982,625	1,831,892	1,667,439	1,596,646
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Self Insurance (1520)	\$ 1,982,625	\$ 1,831,892	\$ 1,667,439	\$ 1,596,646
Transfer out	\$ -	194,570	\$ -	-
Subtotal Transfer Out (9500)	\$ -	\$ 194,570	\$ -	-
Fund 361 Subtotal	\$ 1,982,625	\$ 2,026,462	\$ 1,667,439	\$ 1,596,646

SCHEDULE OF EXPENDITURES BY DIVISION

	2014-15 ACTUAL EXPENSE	2015-16 ACTUAL EXPENSE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
363 - Workers' Compensation				
Personnel Services	\$ 21,773	\$ 174,916	\$ -	\$ -
Materials & Services	5,782	224	1,306,327	1,653,613
Capital Assets	-	-	-	-
Allocations	-	5,065	-	-
Subtotal Risk Management (1510)	\$ 27,555	\$ 180,205	\$ 1,306,327	\$ 1,653,613
Personnel Services	\$ 3,483	\$ 4,122	\$ -	\$ -
Materials & Services	1,554,271	1,186,388	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Self Insurance (1520)	\$ 1,557,754	\$ 1,190,510	\$ -	\$ -
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	(1,531)	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Fire (3210)	\$ (1,531)	\$ -	\$ -	\$ -
Fund 363 Subtotal	\$ 1,583,778	\$ 1,370,715	\$ 1,306,327	\$ 1,653,613
365 - Fleet Management				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	1,770
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Information Technology (1340)	\$ -	\$ -	\$ -	\$ 1,770
Personnel Services	\$ 389,845	\$ 425,956	\$ 603,910	\$ 133,915
Materials & Services	1,064,850	1,047,455	978,700	1,145,940
Capital Assets	-	-	-	-
Allocations	-	26,726	-	-
Subtotal Fleet Maintenance (4170)	\$ 1,454,695	\$ 1,500,137	\$ 1,582,610	\$ 1,279,855
Fund 365 Subtotal	\$ 1,454,695	\$ 1,500,137	\$ 1,582,610	\$ 1,281,625
367 - Vehicle Replacement				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	-	-	-
Capital Assets	104,927	-	-	-
Allocations	-	-	-	-
Subtotal Patrol (3120)	\$ 104,927	\$ -	\$ -	\$ -
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	12,608	4,496	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Fleet Maintenance (4170)	\$ 12,608	\$ 4,496	\$ -	\$ -

SCHEDULE OF EXPENDITURES BY DIVISION

	2014-15 ACTUAL EXPENSE	2015-16 ACTUAL EXPENSE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	-	-	-	100,000
Allocations	-	-	-	-
Subtotal Vehicles (7008)	\$ -	\$ -	\$ -	100,000
Fund 367 Subtotal	\$ 117,535	\$ 4,496	\$ -	100,000
368 - Retirement Health Savings Plan				
Personnel Services	\$ 47,192	\$ 109,392	\$ 120,000	\$ 90,400
Materials & Services	-	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Central Services (1350)	\$ 47,192	\$ 109,392	\$ 120,000	\$ 90,400
Fund 368 Subtotal	\$ 47,192	\$ 109,392	\$ 120,000	\$ 90,400
375 - Police Enterprise				
Personnel Services	\$ 1,075,256	\$ 1,253,563	\$ 1,280,689	\$ 1,371,618
Materials & Services	331,240	208,629	201,100	124,775
Capital Assets	-	14,920	15,000	-
Allocations	21,270	161,460	85,507	102,258
Subtotal West Covina Service Group (3119)	\$ 1,427,766	\$ 1,638,572	\$ 1,582,296	\$ 1,598,651
Transfer out	\$ 101,775	\$ 101,775	\$ -	-
Subtotal Transfer Out (9500)	\$ 101,775	\$ 101,775	\$ -	-
Fund 375 Subtotal	\$ 1,529,541	\$ 1,740,347	\$ 1,582,296	\$ 1,598,651
810 - Redevelopment Obligation Retirement				
Personnel Services	\$ 116,118	\$ 116,876	\$ 130,974	-
Materials & Services	860,476	1,962,851	1,223,316	1,076,546
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Redevelopment Administration (2210)	\$ 976,594	\$ 2,079,727	\$ 1,354,290	\$ 1,076,546
Personnel Services	\$ -	\$ 4,666	\$ -	-
Materials & Services	-	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal ROPS (7010)	\$ -	\$ 4,666	\$ -	-
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	3,803,845	2,846,839	6,280,508	6,507,159
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Debt Service (9000)	\$ 3,803,845	\$ 2,846,839	\$ 6,280,508	\$ 6,507,159
Transfer out	\$ 1,143,570	\$ 1,563,165	\$ 1,470,666	\$ 1,267,662
Subtotal Transfer Out (9500)	\$ 1,143,570	\$ 1,563,165	\$ 1,470,666	\$ 1,267,662
Fund 810 Subtotal	\$ 5,924,009	\$ 6,494,397	\$ 9,105,464	\$ 8,851,367

SCHEDULE OF EXPENDITURES BY DIVISION

	2014-15 ACTUAL EXPENSE	2015-16 ACTUAL EXPENSE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
815 - Successor Agency Administration				
Personnel Services	\$ 220,562	\$ 286,802	\$ 91,281	\$ -
Materials & Services	85,534	69,537	58,800	86,000
Capital Assets	-	-	-	-
Allocations	-	6,021	99,919	-
Subtotal Redevelopment Administration (2210)	\$ 306,096	\$ 362,360	\$ 250,000	\$ 86,000
Transfer out	\$ -	\$ -	\$ -	\$ 209,889
Subtotal Transfer Out (9500)	\$ -	\$ -	\$ -	\$ 209,889
Fund 815 Subtotal	\$ 306,096	\$ 362,360	\$ 250,000	\$ 295,889
820 - West Covina Housing Authority				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	1,000	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Program Administration (2130)	\$ 1,000	\$ -	\$ -	\$ -
Personnel Services	\$ 609,420	\$ 318,770	\$ 339,208	\$ 310,525
Materials & Services	142,505	44,448	46,295	79,490
Capital Assets	-	-	-	-
Allocations	-	8,974	34,706	17,919
Subtotal Redevelopment Administration (2210)	\$ 751,925	\$ 372,192	\$ 420,209	\$ 407,934
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	22,126	5,625	206,780	107,230
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Housing Preservation Program (2240)	\$ 22,126	\$ 5,625	\$ 206,780	\$ 107,230
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	4,288	3,802	4,030	4,130
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal First Time Homebuyer Program (2241)	\$ 4,288	\$ 3,802	\$ 4,030	\$ 4,130
Personnel Services	\$ -	\$ -	\$ -	\$ -
Materials & Services	-	10,000	100,000	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Rapid Rehousing/Homeless Program (2255)	\$ -	\$ 10,000	\$ 100,000	\$ -
Personnel Services	\$ -	\$ -	\$ -	\$ 150,000
Materials & Services	-	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Patrol (3120)	\$ -	\$ -	\$ -	\$ 150,000
Fund 820 Subtotal	\$ 779,339	\$ 391,619	\$ 731,019	\$ 669,294

SCHEDULE OF EXPENDITURES BY DIVISION

	2014-15 ACTUAL EXPENSE	2015-16 ACTUAL EXPENSE	2016-17 ADOPTED BUDGET	2017-18 ADOPTED BUDGET
853 - CFD Debt Service				
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	25,000	-	-	-
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Redevelopment Administration (2210)	\$ 25,000	\$ -	\$ -	-
Personnel Services	\$ -	\$ -	\$ -	-
Materials & Services	7,218,380	6,493,480	5,307,900	5,322,400
Capital Assets	-	-	-	-
Allocations	-	-	-	-
Subtotal Debt Service (9000)	\$ 7,218,380	\$ 6,493,480	\$ 5,307,900	\$ 5,322,400
Fund 853 Subtotal	\$ 7,243,380	\$ 6,493,480	\$ 5,307,900	\$ 5,322,400
GRAND TOTAL	\$ 98,856,953	\$ 112,434,333	\$ 114,843,618	\$ 116,150,191

SUMMARY OF OPERATING TRANSFERS

Fund No.	Fund Name	Transfers Out	Transfers In
110	General Fund	1,309,480	
300	Debt Service - City Transfer for debt service.		1,309,480
110	General Fund	578,918	
300	Debt Service - City Transfer for LA County Auditor Controller Payment.		578,918
110	Debt Service - City	706,972	
162	Information Technology Fund Transfer for IT Master Plan.		706,972
160	Capital Projects	518,821	
110	General Fund Transfer fund balance to the General Fund.		518,821
169	Park Acquisition	921,680	
300	Debt Service - City Transfer for Cameron Park.		921,680
182	Maintenance District #2	9,000	
184	Maintenance District #4 Transfer for shared services.		9,000
810	Redevelopment Obligation Retirement Fund	1,267,662	
300	Debt Service - City Transfer for Debt Service - BLD Bonds.		1,267,662
815	Successor Agency Administration	209,889	
110	General Fund Transfer for administrative costs related to Successor Agency.		209,889
Total		\$ 5,522,422	\$ 5,522,422

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City Council & City Manager

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.

The 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.

City Council & City Manager

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.

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 City Newsletter and Community Recreation Guide, mobile phone app, social media, and press releases to local media outlets.

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; 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.

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

City Council & City Manager

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, 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.

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".

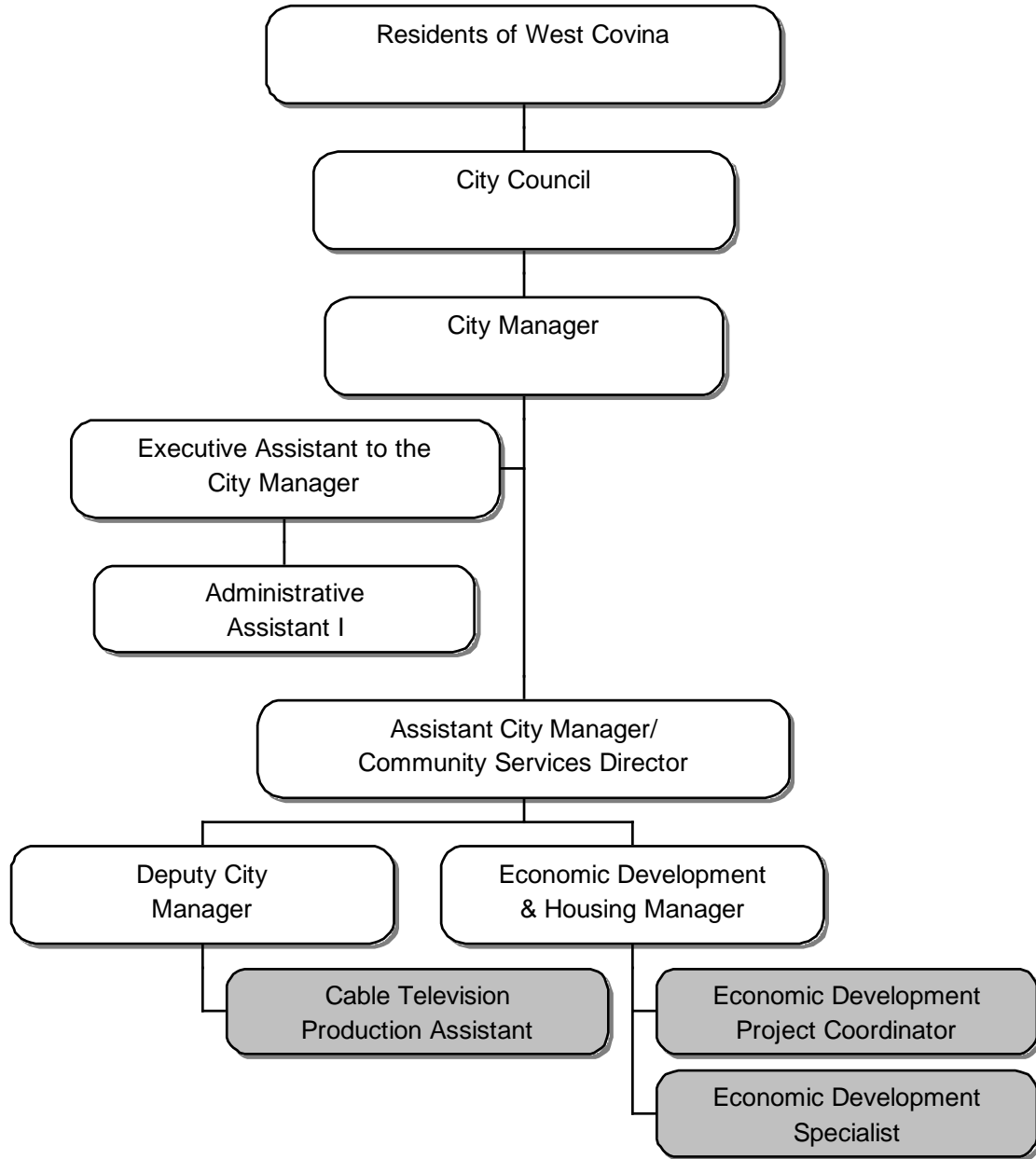
CED provides entitlement assistance to the business community and coordinates the City's Economic Development Team. The team is comprised of staff from Planning, Building, Engineering, Fire, and Police that works collaboratively to facilitate development projects.

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 the West Covina business community. SCORE offers consultations twice a month and monthly workshops at City Hall.

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

City Council & City Manager

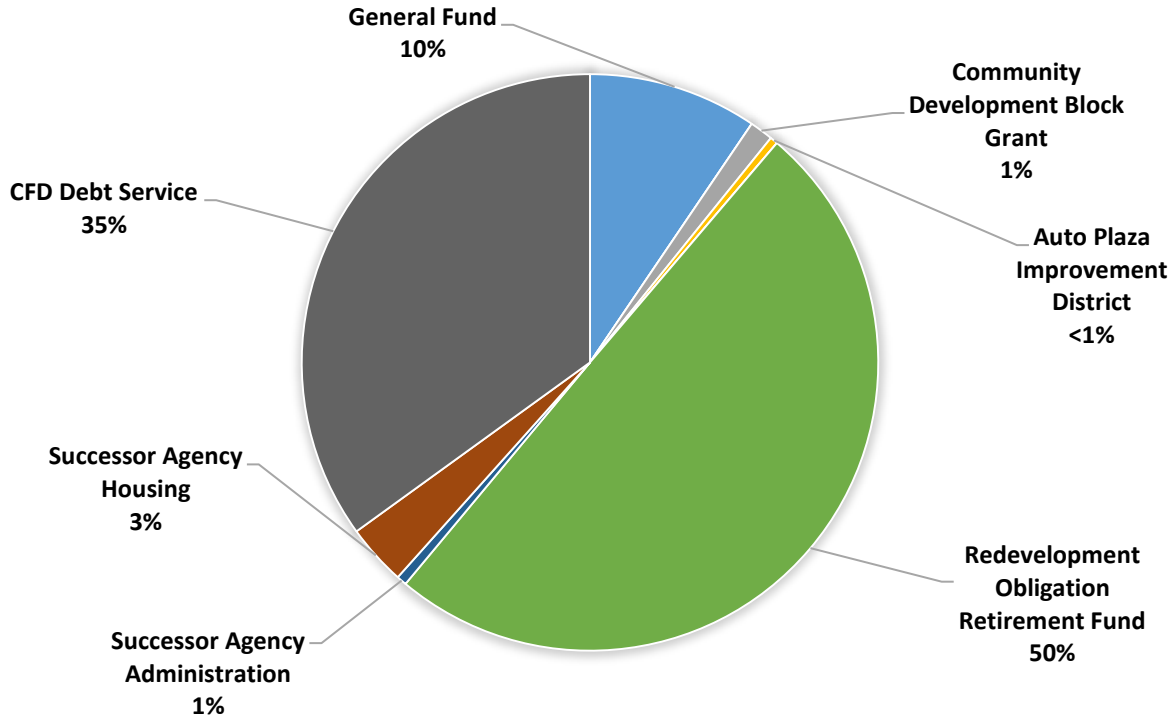
Organizational Chart by Position



*Shading denotes part time staff

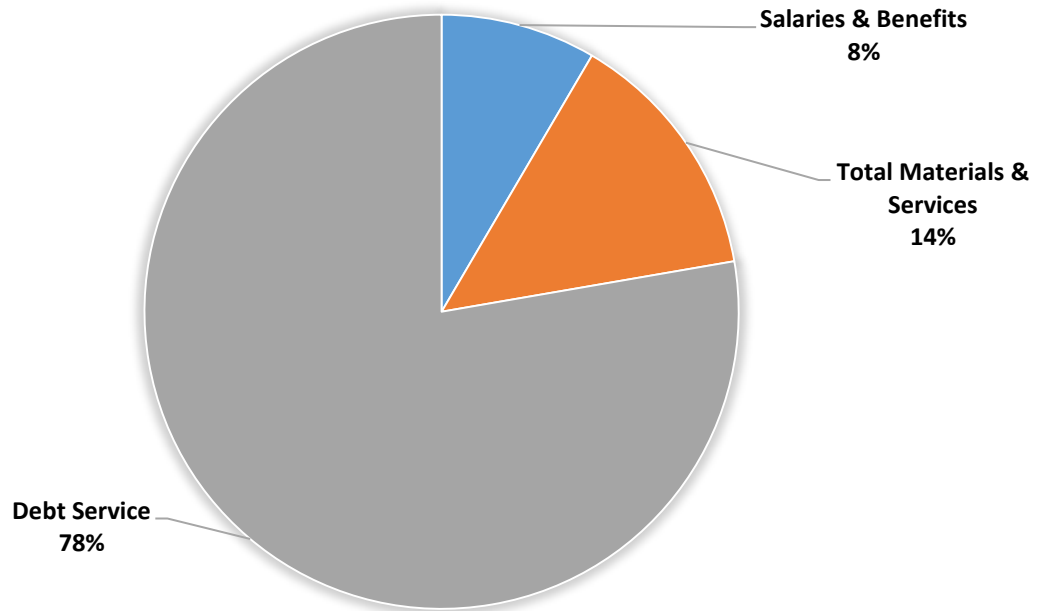
City Council & City Manager

EXPENDITURES BY FUNDING SOURCE



	2014-15 Actual Expense	2015-16 Actual Expense	2016-17 Adopted Budget	2017-18 Adopted Budget
Source of Funds:				
General Fund	\$ 1,638,194	\$ 1,085,028	\$ 1,416,726	\$ 1,443,159
Business Improvement Tax	-	6,293	-	-
Community Development Block Grant	-	26,700	400,000	200,000
Auto Plaza Improvement District	46,869	47,048	117,284	66,073
PEG Fund	7,000	-	-	-
Redevelopment Obligation Retirement Fund	4,780,439	4,931,232	7,634,798	7,583,705
Successor Agency Administration	306,096	362,360	250,000	86,000
Successor Agency Housing	779,340	391,619	731,019	519,294
CFD Debt Service	7,243,380	6,493,480	5,307,900	5,322,400
Total Source of Funds	\$ 14,801,318	\$ 13,343,760	\$ 15,857,727	\$ 15,220,631

EXPENDITURES BY CATEGORY



	2014-15 Actual Expense	2015-16 Actual Expense	2016-17 Adopted Budget	2017-18 Adopted Budget
Expense Classification:				
Total Salaries & Benefits	\$ 1,853,227	\$ 1,205,664	\$ 1,436,801	\$ 1,285,817
Total Materials & Services	924,273	2,797,777	2,832,518	2,105,255
Total Debt Service	12,023,818	9,340,319	11,588,408	11,829,559
Total Source of Funds	\$ 14,801,318	\$ 13,343,760	\$ 15,857,727	\$ 15,220,631

City Council & City Manager

FY 2017-18 GOALS AND OBJECTIVES

- Continue to foster volunteerism and sense of community with the Community Services Group.
- Build restrooms at Shadow Oak Park lower plateau area.
- Continue to support business-friendly policies and programs.
- Negotiate several labor agreements.
- Dedicate West Covina soccer complex at Orangewood Park.
- Develop new Branding/Marketing campaign for West Covina.
- Update agenda development process and transparency (campaign forms, agenda, and other public documents).
- Continue investment in Information Technology (I.T.) infrastructure to better provide services and access to information to West Covina residents.
- Evaluate further use of West Covina Equestrian Center.
- Expand “After School” programs with School Districts.
- Acquire new/additional park space.
- Complete study and analysis of the Enhanced Infrastructure Financing District (EIFD)
- Design City Council Districts
- Initiate construction of Glendora Avenue redesign.
- Evaluate feasibility of Greenway Network along Walnut Creek.
- Design new Fire Station #3 to be located at Palm View Park.
- Continue to collaborate with Starwood Capital Partners and Foothill Transit for the development of a transit center at Plaza West Covina mall.

City Council & City Manager

2016-2017 ACCOMPLISHMENTS

- Increased the number of Sworn Police Officers from 98 to 104.
- Adopted General Plan Update along with CEQA Environmental Impact Report (EIR) document and the Downtown District Plan.
- Implemented an aggressive Capital Improvement Program, including investment in City's sewers.
- Updated the City Council approved goals and objectives.
- Provided numerous Home Preservation Program loans to West Covina homeowners to improve the condition of homes in West Covina.
- Administered the repayment of the Housing Loan Programs, processing the reconveyance of 27 loans, totaling repayment of over \$264,387.39 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 36 projects in over 200,000 square feet of development.
- Implemented the Business Assistance Loan Program, providing the first business loan of \$239,999 utilizing Community Development Block Grant monies to West Covina's first steakhouse, Gaucho Grill Argentine Steakhouse.
- Assisted in the attraction of new businesses including: Gaucho Grill Argentine Steakhouse, Tow Industries and Tierra Mia Coffee.
- Completed installation of new LED Reader board sign for the Auto Plaza Business Improvement District. Administered the Auto Plaza Business Improvement District (BID).
- Maintained a collaborative relationship with the Greater West Covina Business Association and met monthly to work in partnership to address the needs of the business community. Co-hosted the 2017 State of the City Address.
- 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 concierge to the local business community, assisted property owners (Plaza West Covina, Eastland, Quail Ridge Shopping Center, Samantha

City Council & City Manager

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.

- Continued collaborative partnership with SCORE to bring free business resources to West Covina's business community, hosted 11 workshops and held approximately 50 one-on-one consultations.
- Hosted 2nd Annual West Covina Small Business Week Program (April 30th – May 7th).
- Implemented 1st Annual West Covina Retail Survey, providing residents with the results.
- Implemented West Covina's first annual Small Business Saturday Program.
- Consolidated and redesigned West Covina Discover Newsletter and Community Recreation Guide. Expanded distribution to local businesses.
- Refinanced Successor Agency debt.
- Refinanced The Promenade Housing Authority Loan, allowing National Community Renaissance to rehabilitate the housing units.
- Acquired 0.8-acres of property adjacent to Cameron Park, allowing for park expansion and additional City facility for residents.
- Adopted Title 10, the Los Angeles County Animal Care and Control Ordinance.
- Completed construction of a soccer field at Palm View Park.
- Deployed two new Pierce Fire Engines and one new Pierce Quint Aerial Truck to Fire Stations.
- Increased social media presence
- Began live streaming City Council and Planning Commission meetings on YouTube

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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.

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 two 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 Former 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 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 Former 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 will be held in November of even numbered years starting in November 2018.

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.

City Clerk

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.

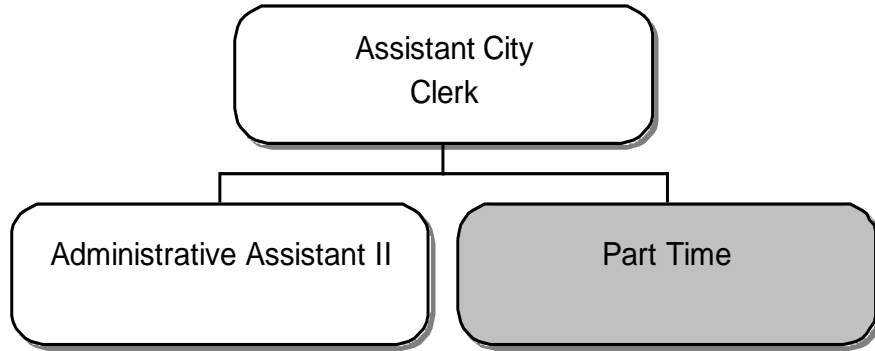
Records Management Program

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 Former 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.

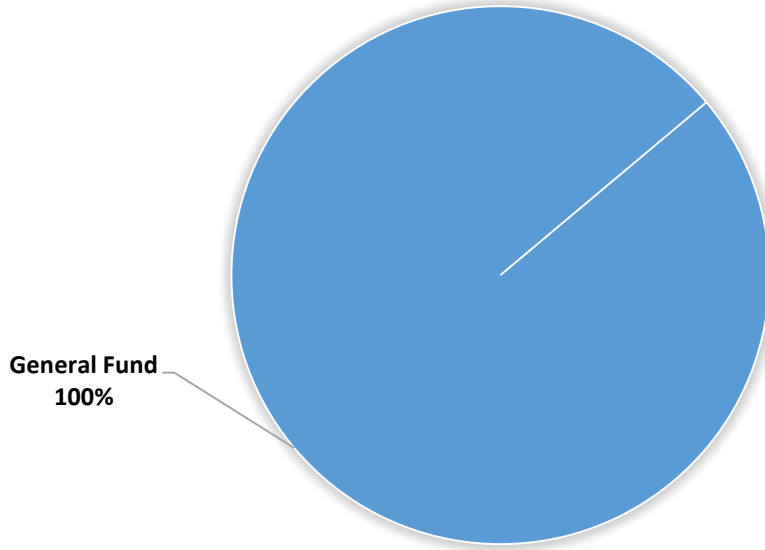
City Clerk

Organizational Chart by Position



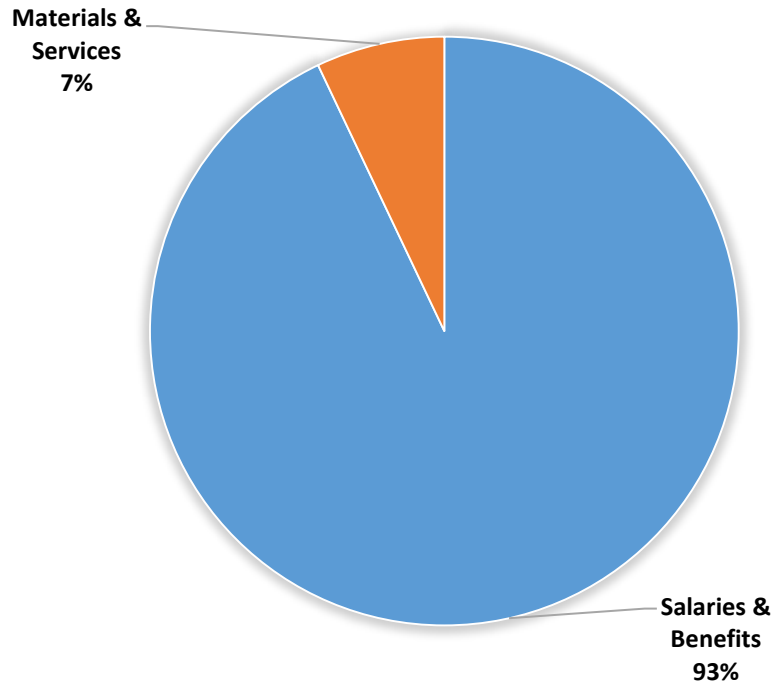
*Shading denotes part time staff.

EXPENDITURES BY FUNDING SOURCE



	2014-15 Actual Expense	2015-16 Actual Expense	2016-17 Adopted Budget	2017-18 Adopted Budget
Source of Funds:				
General Fund	\$ 746,049	\$ 843,038	\$ 817,554	\$ 318,202

EXPENDITURES BY CATEGORY



	2014-15 Actual Expense	2015-16 Actual Expense	2016-17 Adopted Budget	2017-18 Adopted Budget
Expense Classification:				
Total Salaries & Benefits	\$ 308,308	\$ 221,901	\$ 331,019	\$ 295,752
Total Materials & Services	437,741	621,137	486,535	22,450
Total Source of Funds	\$ 746,049	\$ 843,038	\$ 817,554	\$ 318,202

City Clerk

FY 2017-2018 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.
- Move to an electronic filing system for Statement of Economic Interests forms (Form 700) and campaign disclosure statements.
- Complete the update of the City's Records Retention Schedule.

FY 2016-2017 ACCOMPLISHMENTS

- Served as the City's Elections Official for the November 8, 2016, special 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.
- 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.

City Clerk

- Conducted the bi-annual review of the City's Conflict of Interest Code as required by the Political Reform Act.
- Processed approximately 640 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.
- Continued to update City's website for all frequently asked questions for contracts/agreements to further increase transparency.

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Finance

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.

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 leases, advances and loan payments due to the City and the Housing Authority; 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.

Finance also manages debt, accounts receivable, cash receipting and the 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. 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.

Finance

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.

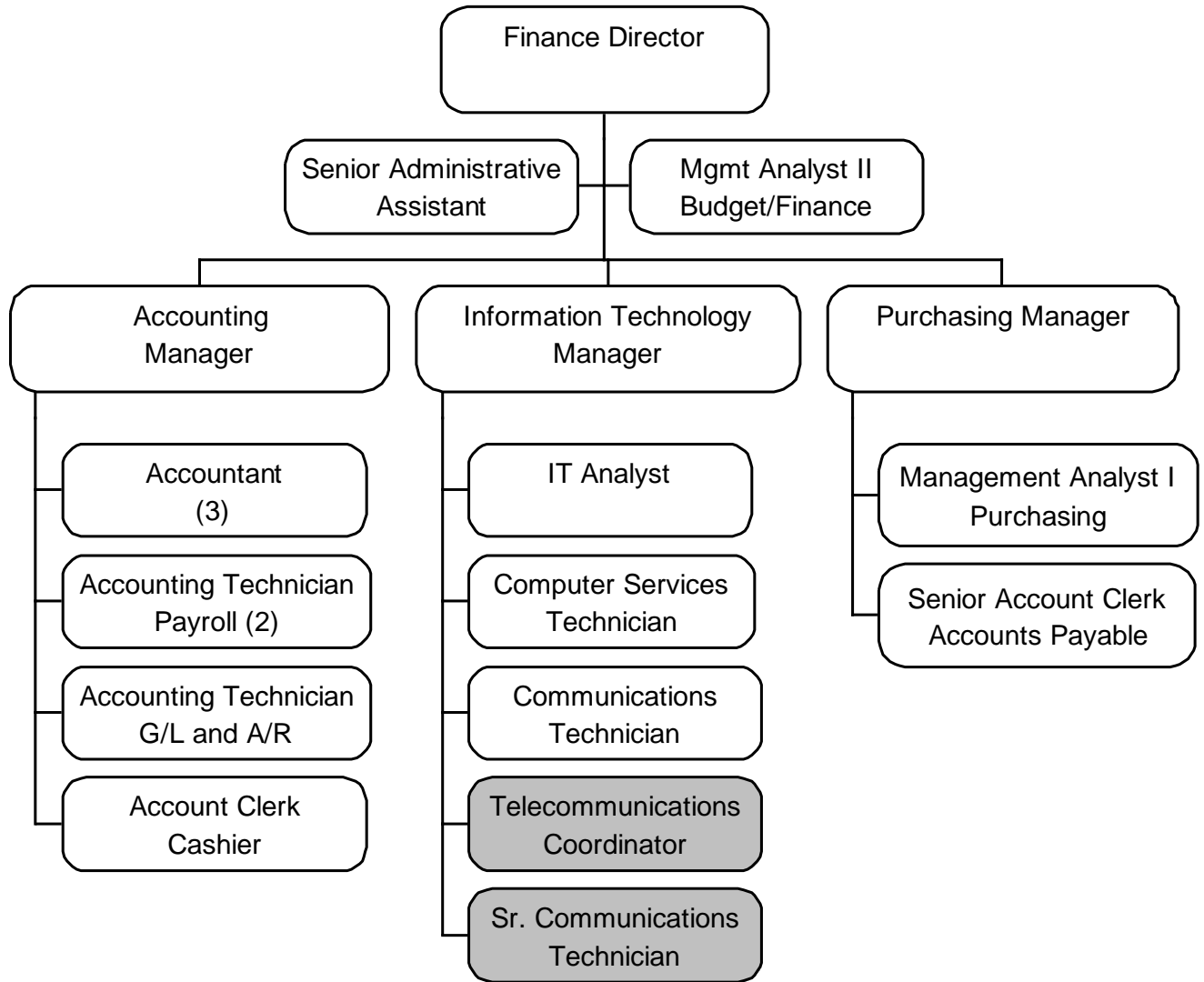
Information Technology (IT)

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.

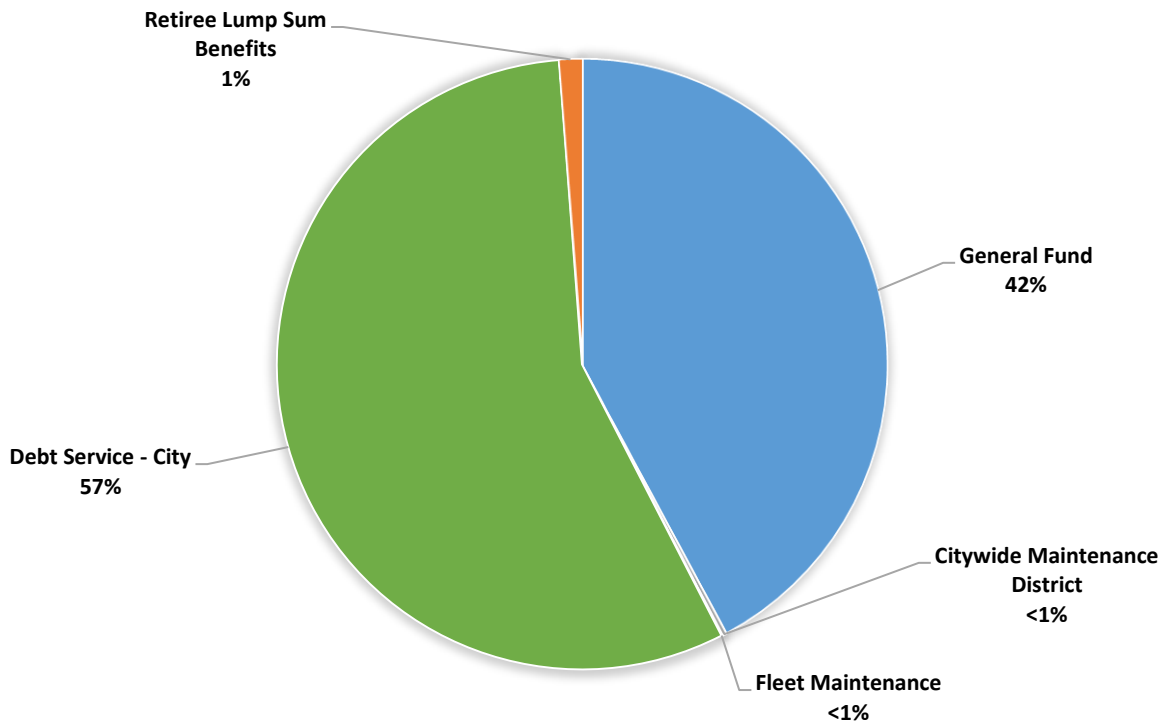
Finance

Organizational Chart by Position



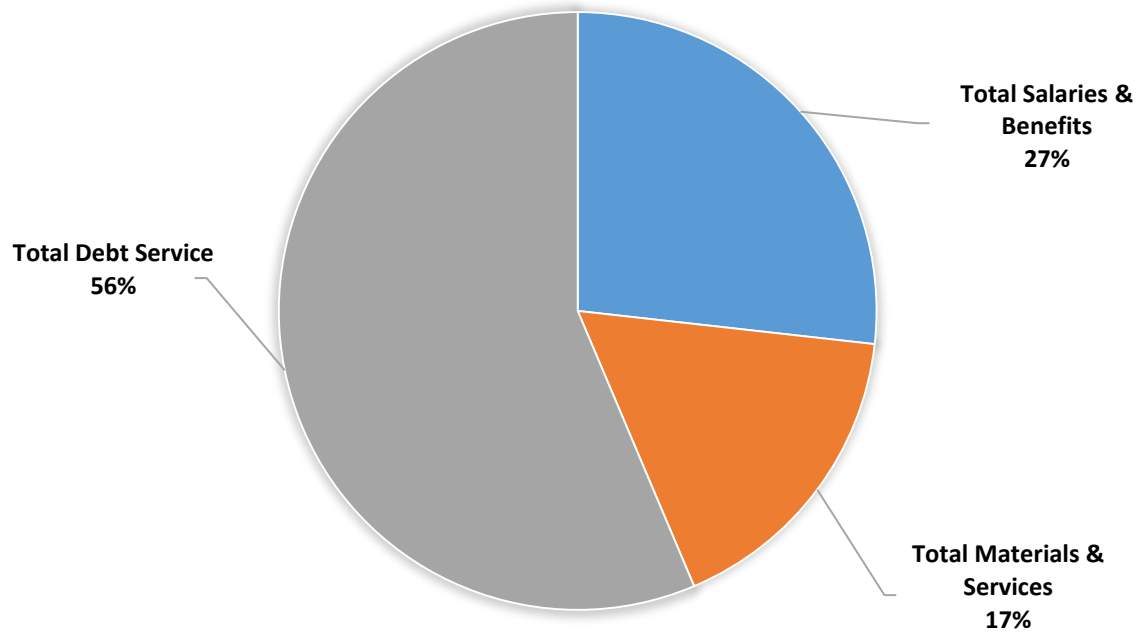
*Shading denotes part time staff

EXPENDITURES BY FUNDING SOURCE



	2014-15 Actual Expense	2015-16 Actual Expense	2016-17 Adopted Budget	2017-18 Adopted Budget
Source of Funds:				
General Fund	\$1,840,195	\$2,102,306	\$ 2,771,331	\$ 3,209,049
Gasoline Tax	-	2,054	2,500	-
Citywide Maintenance District	-	-	21,665	17,560
WC Community Services Foundation	2,987	1,923	-	-
Fleet Maintenance	-	-	-	1,770
Debt Service - City	3,152,793	3,526,743	9,528,814	4,287,560
Retiree Lump Sum Benefits	47,192	109,392	120,000	90,400
Total Source of Funds	\$5,043,167	\$5,742,418	\$ 12,444,310	\$ 7,606,339

EXPENDITURES BY CATEGORY



	2014-15 Actual Expense	2015-16 Actual Expense	2016-17 Adopted Budget	2017-18 Adopted Budget
Expense Classification:				
Total Salaries & Benefits	\$1,238,250	\$1,501,697	\$ 1,917,388	\$ 2,036,404
Total Materials & Services	652,124	713,978	998,108	1,282,375
Total Debt Service	3,152,793	3,526,743	9,528,814	4,287,560
Total Source of Funds	\$5,043,167	\$5,742,418	\$ 12,444,310	\$ 7,606,339

Finance

FY 2017-18 GOALS AND OBJECTIVES

- Coordinate the exchange of approximately \$2 million in Proposition A funds with another agency resulting in \$1.5 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, 2017.
- Prepare a Government Finance Officers Association Award winning Budget for Fiscal Year 2017-18.
- Strive to complete the following projects from the City's IT Master Plan: Enterprise Resource Planning Replacement, Electronic Document Management System, City Council Chamber Audio/Video Upgrades, Police Implementation of InTime Scheduling Software, Fire Telestaff Upgrade/Migration, Computer Equipment Replacement Plan, Digitization of Fire Map Book into GIS, Office Software Upgrades, Converged Network Design, Structured Connectivity System upgrades, Firewall replacement, Data Center Improvements, Local Area Network (LAN) Upgrade, Desktop Management, Network Management Tools (Alerts/Alarms), VOIP Phone Replacement, Two-Factor Authentication, GIS Assessment and Master Plan, Bid Management with Integration to Bid Tracking, Records and Data Retention – Email Archiving, IT Staff Training
- Division of IT will complete the Senior Center Computer Lab upgrades & the City Hall WiFi Installation in 17-18 as part of the DRAM Grant awarded to the City in 2017.
- Complete the Successor Agency reconciliation and secure repayment of all current and past enforceable obligations.
- Review debt for refinancing and credit enhancement opportunities.
- Review and update the City's Purchasing Ordinance to align it with the City's Purchasing Policy.
- Review and update the City's Business License Ordinance and tax structure.
- Select and implement an electronic bid tracking software to streamline the process and provide consistency across departments.
- Work with the Public Works Department to develop a 5 year vehicle replacement plan.
- Address the City's Other Post-Employment Benefits (OPEB) Liability.
- Assist Public Works with the installation of a Door Access Control System.

Finance

- Work with the City Attorney to seek repayment of former redevelopment agency loans.
- Prepare/update the City's Finance policies as well as various forms to ensure the City has strong internal controls.

FY 2016-17 ACCOMPLISHMENTS

- Revised the City's Fee Schedule which became effective June 18, 2017.
- Coordinated 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.
- Assisted the Police Department and Fire Department with the selection of a vendor to provide False Alarm billing and collection services.
- City wide canvassing of all businesses operating within the City to ensure business license compliance was conducted by HdL Companies.
- Refinanced all Successor Agency debt to eliminate a variable rate bond, consolidate debt and provide savings to the Successor Agency and General Fund.
- Created new Administrative Policies for City staff which included the following: Purchase Card Policy, Password Policy, Contract Term Policy and Debt Management Policy.
- Updated the City's Fund Balance Policy, Travel Policy, and Purchasing Policy.
- Completed the following projects from the City's IT Master Plan: Firehouse Gap Analysis and Utilization Improvements, Patient Care Reporting Implementation (DigitalEMS), Benefits Administration System With HR BCC to Eden, Core Switch Replacement, File Server upgrades, Virtualization (Servers), Storage Area Network (SAN) Implementation, Mobile Device Management, Imaging Software Tool, and IT Staff Training.
- Finance Information Technology Division and the Public Works Communication Technology Divisions combined into the Division of IT (DoIT) under Finance to streamline service and reduce redundancy.
- Obtained an IT Grant to upgrade the outdated computers and printer at the Senior Center Computer Lab and to install a WiFi network throughout City Hall.

Finance

- Paid off the Valencia Heights Water District note in the amount of \$491,797.15 and the California Energy Commission note in the amount of \$717,203.99, which resulted in a decrease of ongoing expenditures of approximately \$195,592.
- Paid off the \$2,135,000 principal balance on the West Covina Public Financing Authority Variable Rate Lease Revenue Bonds, 2005 Series C, which resulted in a decrease of ongoing expenditures of approximately \$113,500.
- Paid off the Fire Trucks Lease in the amount of \$2,591,381.76, which resulted in a decrease of ongoing expenditures of approximately \$130,000.
- Conducted an Actuarial Analysis of the City's Other Post-Employment Benefits (OPEB) Liability.

Human Resources

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.

The Human Resources Department serves 346 full-time and approximately 118 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.

Human Resources

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.

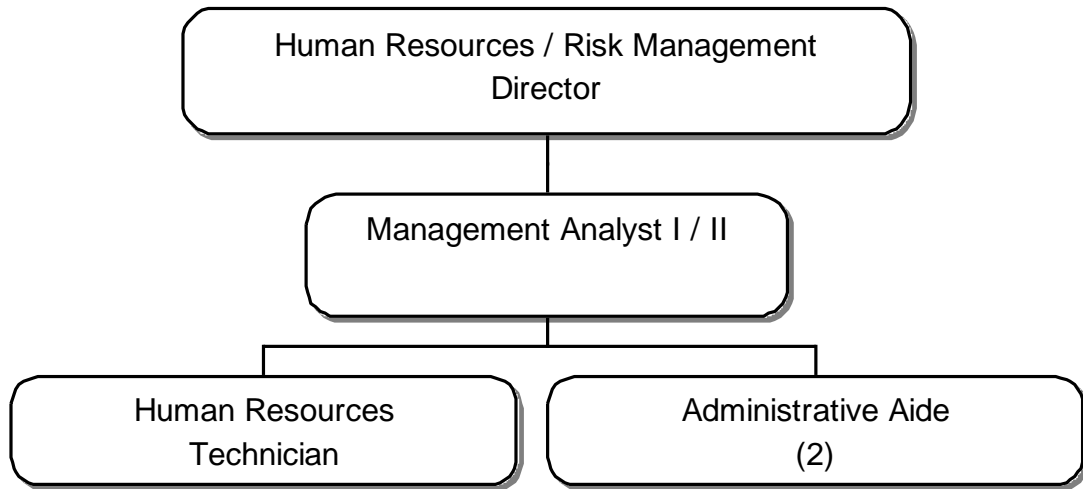
Human Resources Commission

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; and,
- 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.

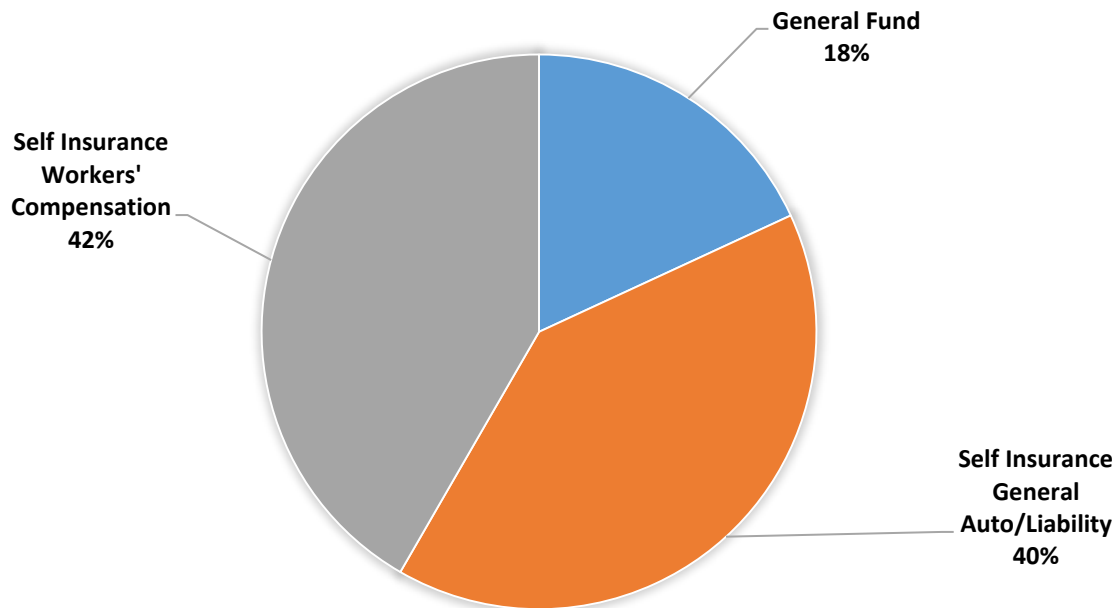
Human Resources

Organizational Chart by Position



Human Resources

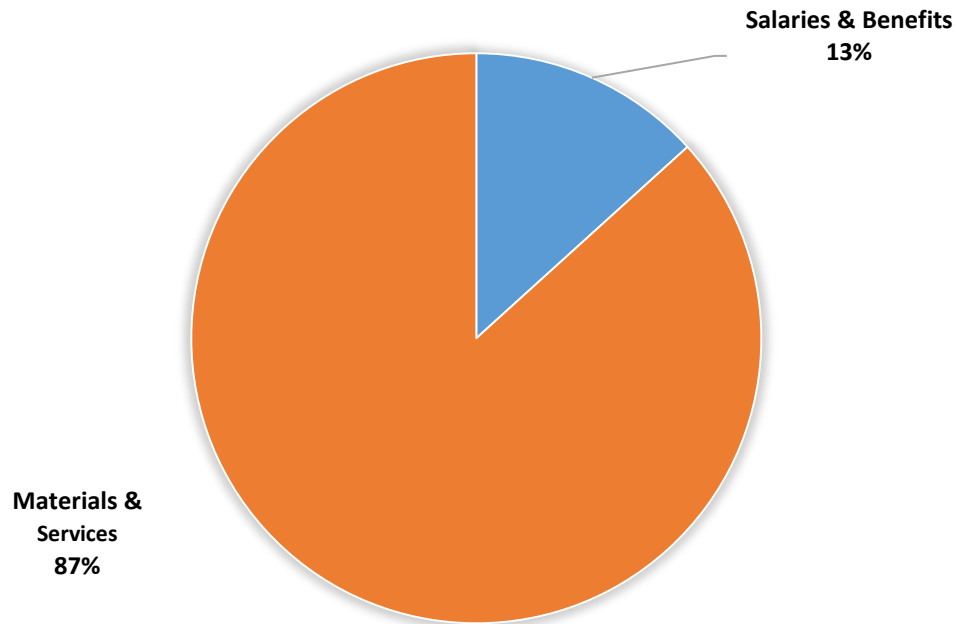
EXPENDITURES BY FUNDING SOURCE



	2014-15 Actual Expense	2015-16 Actual Expense	2016-17 Adopted Budget	2017-18 Adopted Budget
Source of Funds:				
General Fund	\$ 729,384	\$ 615,316	\$ 951,038	\$ 718,726
Self Insurance General Auto/Liability	1,982,625	1,831,891	1,667,439	1,596,646
Self Insurance Workers' Compensation	1,585,309	1,370,768	1,306,327	1,653,613
Total Sources of Funds	\$4,297,318	\$3,817,975	\$3,924,804	\$3,968,985

Human Resources

EXPENDITURES BY CATEGORY



	2014-15 Actual Expense	2015-16 Actual Expense	2016-17 Adopted Budget	2017-18 Adopted Budget
Expense Classification:				
Total Salaries & Benefits	\$ 452,032	\$ 590,088	\$ 621,678	\$ 527,193
Total Materials & Services	3,845,286	3,227,887	3,303,126	3,441,792
Total Source of Funds	\$4,297,318	\$3,817,975	\$3,924,804	\$3,968,985

Human Resources

FY 2017-18 GOALS AND OBJECTIVES

- Finalize the implementation of the web-based employee benefit management system. Our goal is to implement the System City wide for the 2017 open enrollment period.
- Improve the City's risk transfer techniques by updating the contract insurance requirements and implementing the Exigis insurance certificate compliance procedures.
- Negotiate multi-year successor for the City's eight (8) expired Memoranda of Understanding (MOU's).
- 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.
- 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.
- 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.

Human Resources

FY 2016-17 ACCOMPLISHMENTS

- Conducted 46 recruitments.
- Replaced the property insurance program.
- Implemented the Affordable Care Act Safe Harbor policy.
- Implemented an Internship program, giving students the opportunity to gain valuable applied experience and make connections in professional fields they are considering for career paths. Placed 18 interns in various departments logging over 2,900 hours with an average length of internship of 3.6 months.
- Conducted an employee Health and Benefits Fair to coincide with open enrollment allowing vendors to provide updates and important communications regarding health plans and other employee benefits.
- Implemented Total Works, an on-line Benefit Administration System.
- Negotiated one-year successor MOU's with four (4) employee associations (effective July 1, 2016 through June 30, 2017).
- Negotiated a four year Memorandum of Understanding with the Police Management Association for the period of July 1, 2015 to June 30, 2019.

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Planning

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.

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. 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.

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 also administers the preservation program for historic resources.

Current Planning & Environmental Review

The current planning function is implemented through the application of the City's zoning code and Downtown Plan. 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.

Planning

City Council & Planning Commission

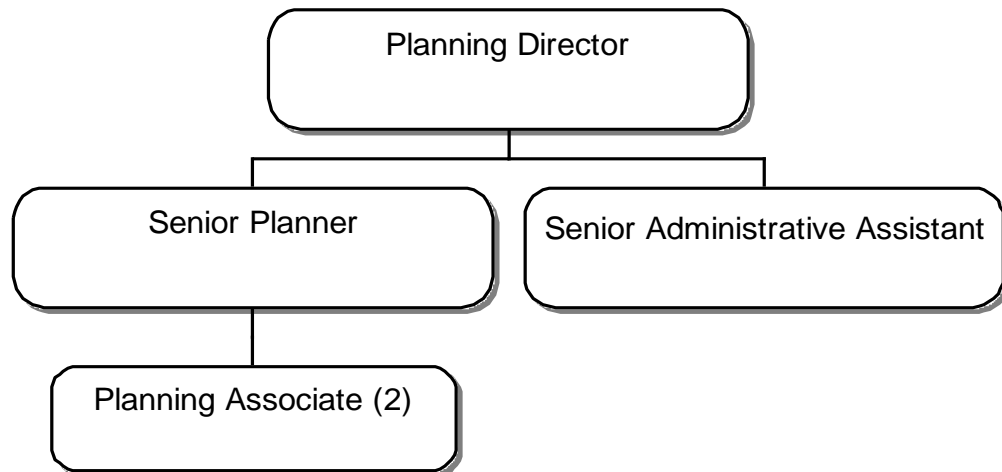
This department provides professional assistance to the Planning Commission and City Council in decision-making efforts involving physical development in the City. The department strives to improve the City's environment for all segments of the community, both residential and commercial, by adherence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

Art in Public Places

The department administers the Art in Public Places program.

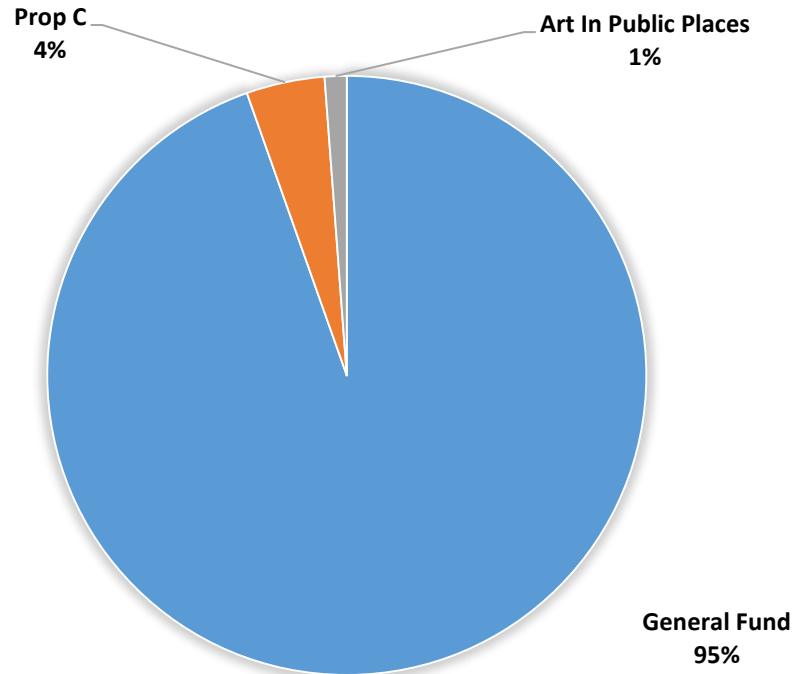
Planning

Organizational Chart by Position



Planning

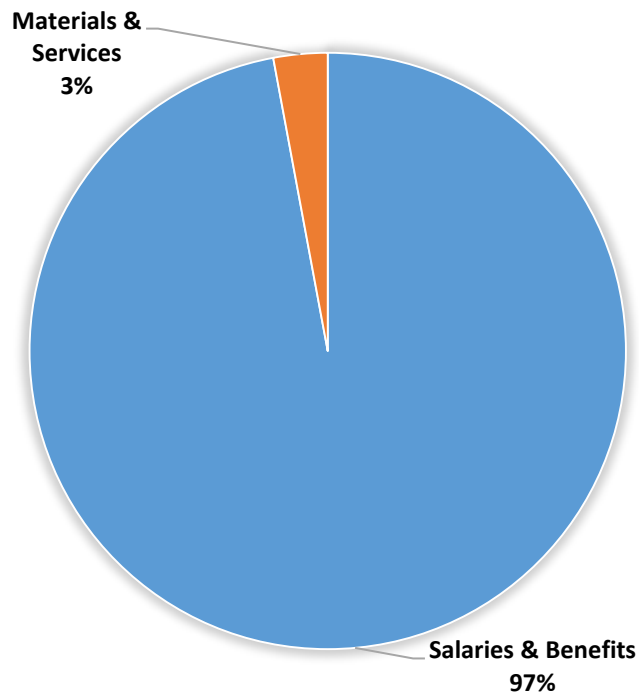
EXPENDITURES BY FUNDING SOURCE



	2014-15 Actual Expense	2015-16 Actual Expense	2016-17 Adopted Budget	2017-18 Adopted Budget
Source of Funds:				
General Fund	\$ 536,181	\$ 514,285	\$ 778,275	\$ 638,383
Prop C	148,992	142,321	26,695	28,528
Art In Public Places	1,649	8,705	8,000	8,000
Total Source of Funds	\$ 686,822	\$ 665,311	\$ 812,970	\$ 674,911

Planning

EXPENDITURES BY CATEGORY



	2014-15 Actual Expense	2015-16 Actual Expense	2016-17 Adopted Budget	2017-18 Adopted Budget
Expense Classification:				
Total Salaries & Benefits	\$ 565,105	\$ 584,995	\$ 682,910	\$ 655,151
Total Materials & Services	121,717	80,316	130,060	19,760
Total Source of Funds	\$ 686,822	\$ 665,311	\$ 812,970	\$ 674,911

Planning

2017-18 GOALS AND OBJECTIVES

- Assist Public Works in the development of a Bicycle/Pedestrian Master Plan.
- Present Transportation Impact Fee Study for City Council consideration.
- Initiate and process a Historical Resource Study Update.
- Assist Public Works in the redesign and construction of Glendora Avenue.
- Work with Plaza West Covina and Foothill Transit on the development of a Transit Center.
- 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.

2016-17 ACCOMPLISHMENTS

- Completion of the General Plan Update (General Plan Amendment No. 14-03), Downtown Plan (CA 16-01 and Zone Change 16-01) and Environmental Impact Report with approval by the City Council on December 20, 2016.
- Completed Code Amendment No. 14-04 to allow for instructional tasting of alcoholic beverages in retail businesses. Planning Commission initiated the changes on September 23, 2014. The City Council approved the Code Amendment to allow instructional tasting on February 28, 2017.
- Processed additional Code Amendments to consider adopting standards for marijuana regulations and cultivation, second dwelling units (accessory dwelling units), temporary signs, entitlement processing, and off-sale ABC regulations.

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.

The Police Department has a proud history of integrity and service. The Police Department has an authorized Fiscal Year (FY) 2017-18 full-time workforce of 102 sworn officers and 67 civilians, including 19 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 staff 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.
-

Police

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.

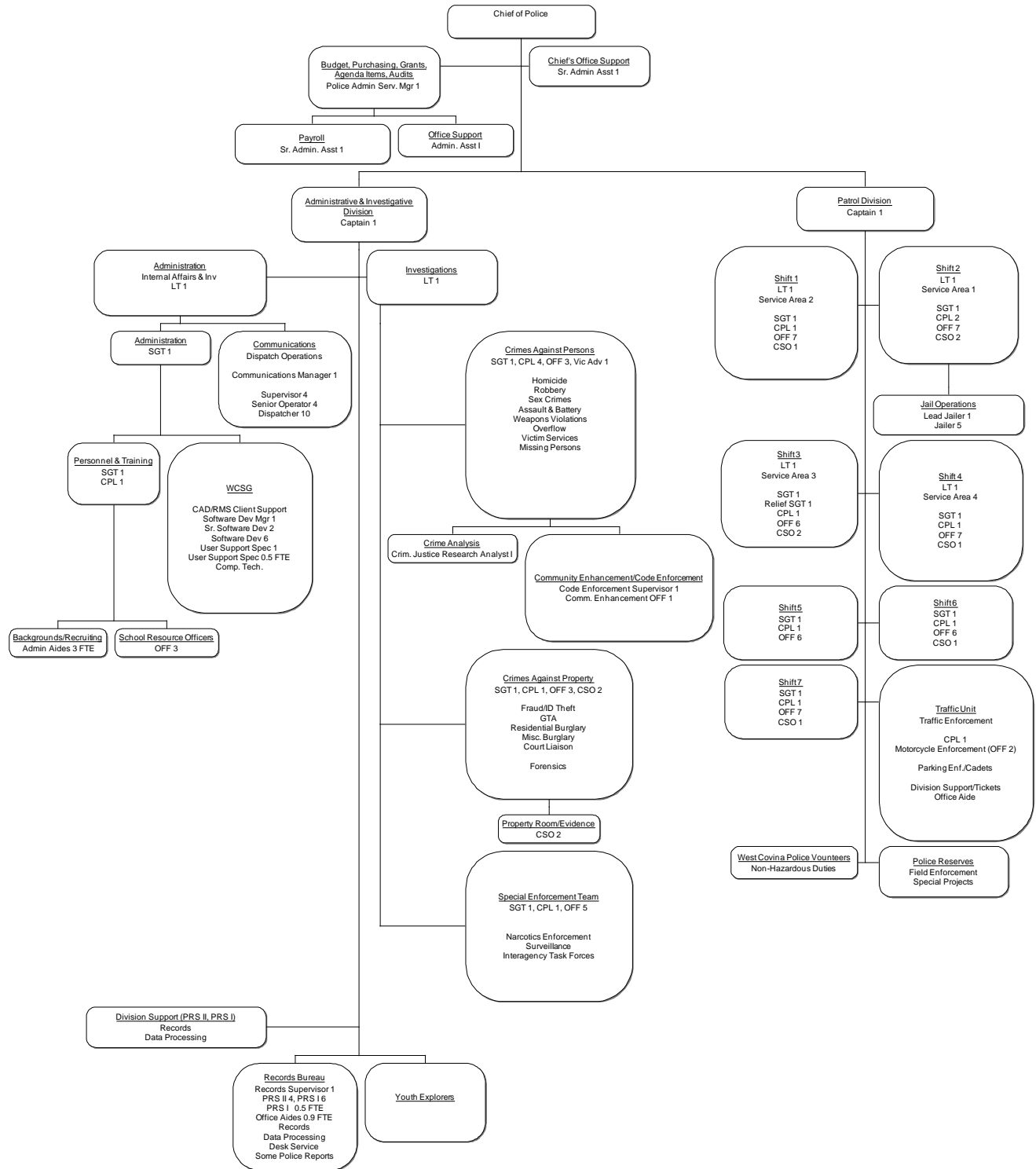
Administration:

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 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.

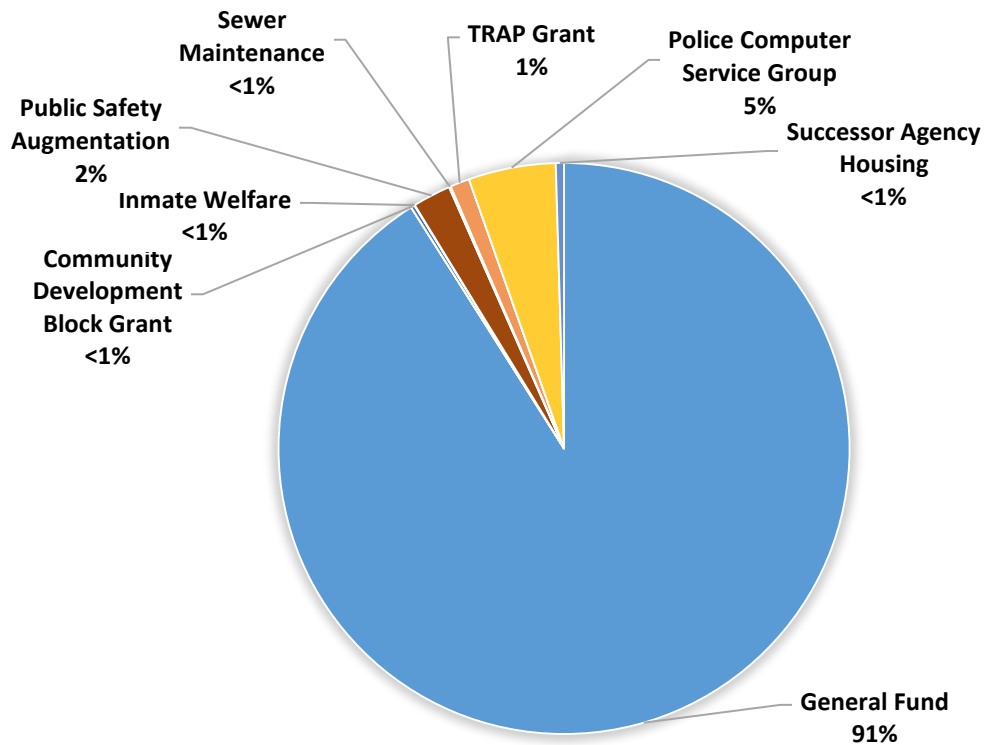
Police

Organizational Chart by Position



Police

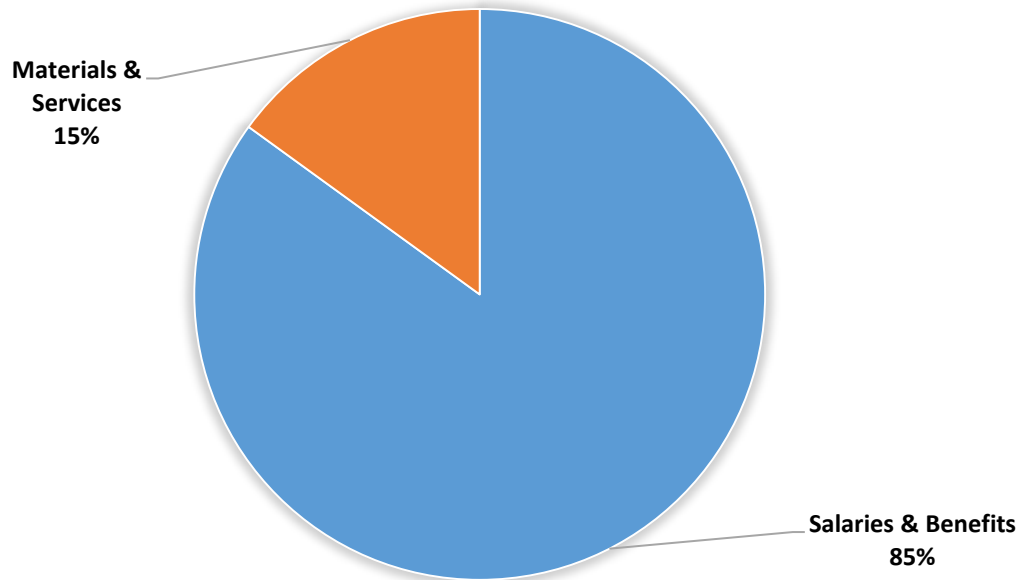
EXPENDITURES BY FUNDING SOURCE



Source of Funds:	2014-15 Actual Expense	2015-16 Actual Expense	2016-17 Adopted Budget	2017-18 Adopted Budget
General Fund	\$ 25,615,858	\$ 27,892,429	\$ 29,498,357	\$ 29,456,670
Drug Enforcement Rebate	1,936,387	1,636,072	-	-
Police Donations	13,688	2,238	-	-
Bureau of Justice Assistance	21,452	24,485	-	-
Community Development Block Grant	48,887	61,990	115,000	70,000
ABC Grant	2,982	4,787	-	-
Inmate Welfare	-	-	6,750	6,750
Public Safety Augmentation	-	-	-	700,000
COPS/SLESA	232,288	207,011	6,670	-
Sewer Maintenance	12,529	24,715	30,273	31,399
WC Community Services Foundation	15,465	5,509	-	-
Police Private Grants	3,066	3,355	-	-
Homeland Security Grant	150,000	-	-	-
TRAP Grant	-	-	-	353,978
Vehicle Replacement	104,927	-	-	-
Police Computer Service Group	1,427,766	1,638,572	1,582,296	1,598,651
Successor Agency Housing	-	-	-	150,000
Total Source of Funds	\$ 29,585,295	\$ 31,501,163	\$ 31,239,346	\$ 32,367,448

Police

EXPENDITURES BY CATEGORY



	2014-15 Actual Expense	2015-16 Actual Expense	2016-17 Adopted Budget	2017-18 Adopted Budget
Expense Classification:				
Total Salaries & Benefits	\$ 25,146,732	\$ 26,969,594	\$ 27,774,660	\$ 27,507,540
Total Materials & Services	4,438,563	4,531,569	3,464,686	4,859,908
Total Source of Funds	\$ 29,585,295	\$ 31,501,163	\$ 31,239,346	\$ 32,367,448

Police

FY 2017-18 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, target auto thefts, 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.
 - Explore opportunities to provide dedicated law enforcement responses to mental health cases and homelessness.
- Continue technology investments to improve department efficiency.
 - Explore technologies including 3-D scanner for crime scene and traffic investigations, new LIDAR equipment for traffic enforcement, crime analysis software, equipment tracking, and GIS mapping.
 - Implement technology improvements including new mobile computers in patrol vehicles, and emergency dispatch consoles.
 - Complete the transition from analog radio communications to digital technology utilized by the "Com-Net" East San Gabriel Valley Interagency Communications Interoperability System.
- Continue to improve the Police Station working environment.
 - Implement electronic door access to improve station security.
 - Conduct needed repairs and alternative work space changes inside the Police Station.
 - Modernize facilities and improve security in areas including the armory, records, evidence, and briefing.
- Maintain current standards of training excellence.
 - Prioritize training needs through the chain of command, determining what is mandatory, vital, and cost-effective.
 - Pursue available training reimbursements.
 - Complete an updated training plan for WCPD personnel.
- Improve marketability and operations of the West Covina Service Group (WCSG).
 - Diversify WCSG's technology portfolio, and expand efforts to market the computerized dispatch and records systems, to attract new clients.

Police

FY 2016-17 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 entered into an agreement with the Los Angeles County Taskforce for Regional Auto-theft Prevention (TRAP). This agreement funds two Detectives to focus on vehicle theft enforcement in our region.
- School Resource Officers (funded by local school districts) began working at local schools, expanding public safety services offered to the community.
- The department successfully expanded recruitment and hiring efforts. In the past year, the department filled over 25 positions, and conducted over 27 recruitments.
- The department improved efficiency by implementing a computerized scheduling/payroll system.
- The department continued to expand its ongoing partnerships with the community. The Citizen's Academy program continued to be very popular. The department also expanded its use of website based services (saving both residents and staff valuable time) and social media (e.g., Facebook, Nixle, NextDoor, and Twitter) to provide our community with up to date information.
- The WCSG made progress on efforts to redesign its legacy software products, implement new marketing strategies, and improve business operations and customer service.
- The department continued its excellent record of obtaining special funds, paying for needed items including patrol and detective vehicles, vehicle mounted equipment, mobile data computers, radio supplies, improvements to the Police Station, surveillance supplies, traffic enforcement overtime, and more.
- 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 \$275,000 last year.

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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.

The 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, 2016 to December 31, 2016, the department responded to a total of 19,325 unit responses. These responses were for 9,091 reported emergency incidents. Emergency responses included 6,639 calls for medical assistance, 1,832 calls for public assistance, 142 hazardous conditions, 293 false alarms, 22 other type calls, and 163 fires, unfortunately, resulting in 2 civilian injuries and a total fire loss of \$1,605,761. However, \$25,733,295 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 32 seconds. Overall, 29 firefighter injuries were reported from all causes during the year with 10 resulting in 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
-

Fire

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 manage 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. During the calendar year 2016 these services provided revenue in the amount of approximately \$143,000.

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 quint company, three paramedic ambulances, and one assistant fire chief. 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 emergency service calls. Emergency personnel respond quickly and are able to mitigate and solve the

Fire

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 2,300 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 73 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 6,500 patients each year. About one-half of these individuals are in severe medical distress and require paramedic level care. On an annual basis, approximately 4,200 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 Emergency Medical Services (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

Fire

all department volunteer programs, such as the Fire Explorer Program and RSVP-Retired Senior Volunteer Program.

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 affect 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:

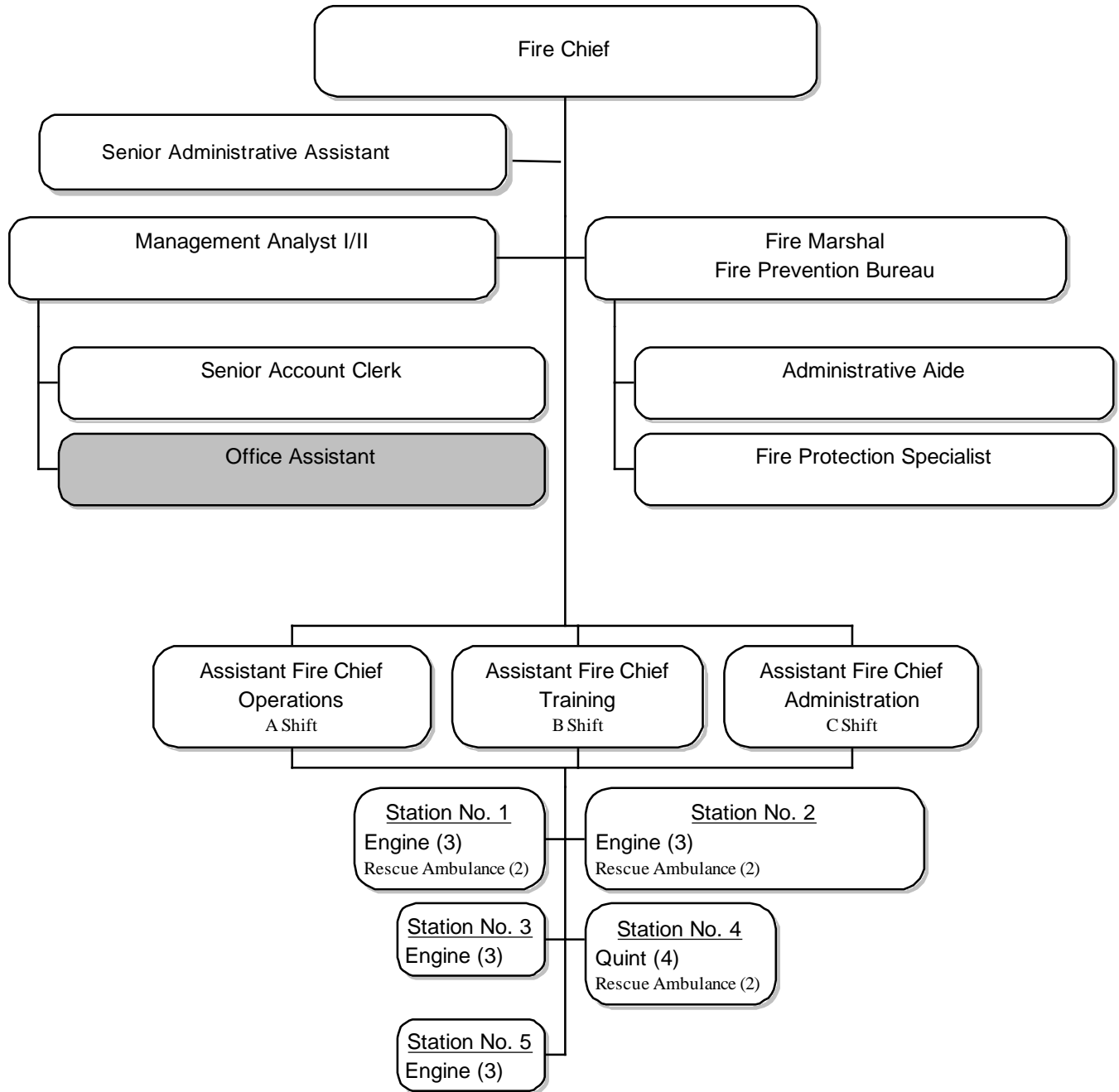
- Recruit Training – Newly hired firefighters attend a multi-week training academy to ensure they are trained to the highest level, and that their training and abilities are adequate to be assigned to an engine and/or paramedic company and blend in and work seamlessly with the veteran firefighters. After 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.

Fire

- 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

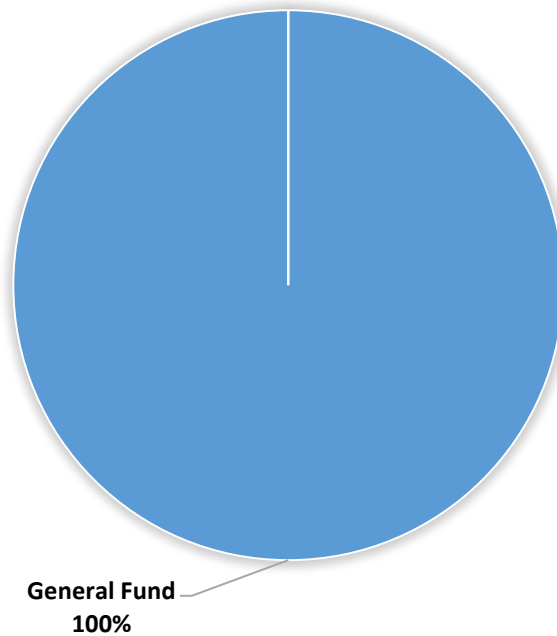


Notes:

1- Shading denotes part time staff.

2- Additional changes to the staffing model have been proposed as part of negotiations. Once approved, the successor MOU will finalize proposed changes to the staffing model.

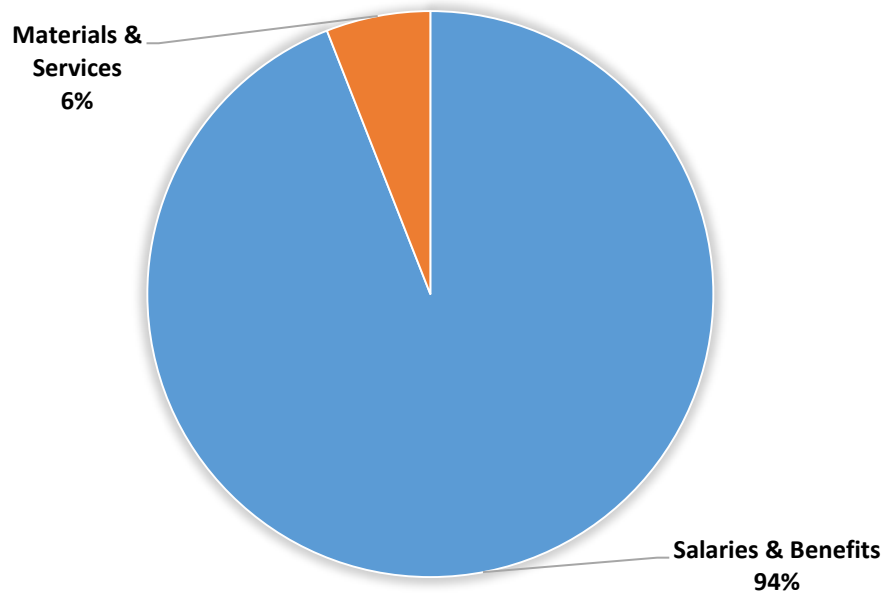
EXPENDITURES BY FUNDING SOURCE



	2014-15 Actual Expense	2015-16 Actual Expense	2016-17 Adopted Budget	2017-18 Adopted Budget
Source of Funds:				
General Fund	\$ 16,673,800	\$ 16,652,023	\$ 15,723,539	\$ 17,853,100
Safer Grant	1,050,144	1,633,290	1,912,227	-
Homeland Security Grant	12,934		-	-
Total Source of Funds	\$ 17,736,878	\$ 18,285,313	\$ 17,635,766	\$ 17,853,100

Fire

EXPENDITURES BY CATEGORY



	2014-15 Actual Expense	2015-16 Actual Expense	2016-17 Adopted Budget	2017-18 Adopted Budget
Expense Classification:				
Total Salaries & Benefits	\$ 16,413,939	\$ 16,877,216	\$ 16,279,891	\$ 16,790,384
Total Materials & Services	1,322,939	1,408,097	1,355,875	1,062,716
Total Source of Funds	\$ 17,736,878	\$ 18,285,313	\$ 17,635,766	\$ 17,853,100

Fire

FY 2017-2018 GOALS AND OBJECTIVES

- 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 including the implementation of EMS non-transport fees to recover costs associated with emergency responses to medical facilities within the City limits.
- Explore ways to expand the City's Ambulance Subscription Program enrollment.
- 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 participation in 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.
- 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 review and update operating procedures to meet the changing needs of the community.

Fire

- 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.

FY 2016-2017 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.
 - Took delivery and placed into service 2 new fire engines and a new "Quint" aerial ladder truck to replace older department fire apparatus.
 - Continued administration of a State Homeland Security Grant funding for the replacement of a department Thermal Imaging Camera and Self Contained Breathing Apparatus (SCBA) mask testing equipment. These devices will insure that firefighters will be able to search effectively in smoky conditions to locate potential victims, and to insure that their breathing equipment fits and operates effectively.
 - 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.
 - Upgraded rescue/ambulance monitor/defibrillators to enable paramedics to more efficiently and accurately transmit EKG data to emergency room doctors prior to patient arrival at specialty receiving hospitals.
 - Completed transition to Electronic Patient Care Reporting (ePCR). This transition will increase efficiency and accuracy of patient care reporting and enable Fire Administration staff to concentrate on other critical department related tasks.
 - Fire Department secured a new Medical Director to enhance the quality of prehospital care by providing medical expertise in Emergency Medical Services.
-

Public Works

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.

The 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, franchise waste collection and waste management local enforcement agency 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.

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.

Public Works

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 four sections: Streets and Sewer, Parks Maintenance, Equipment Maintenance, and Environmental Services.

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

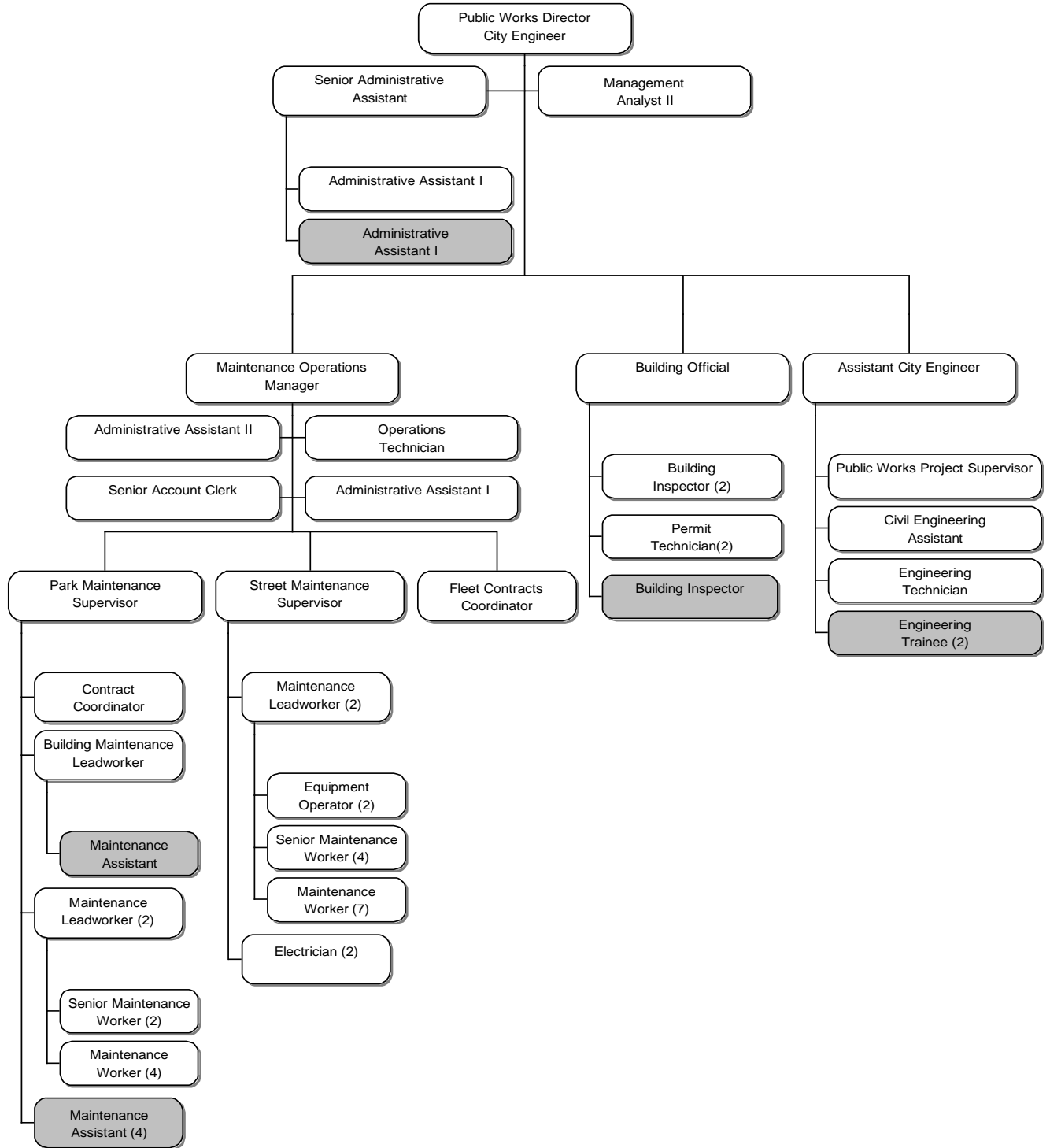
The Park Maintenance Section provides contract administration for the maintenance of park facilities, landscaped and natural open spaces, landscaping street medians, street trees, Civic Center open areas, and landscaping maintenance districts. It also provides water conservation services and janitorial/building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

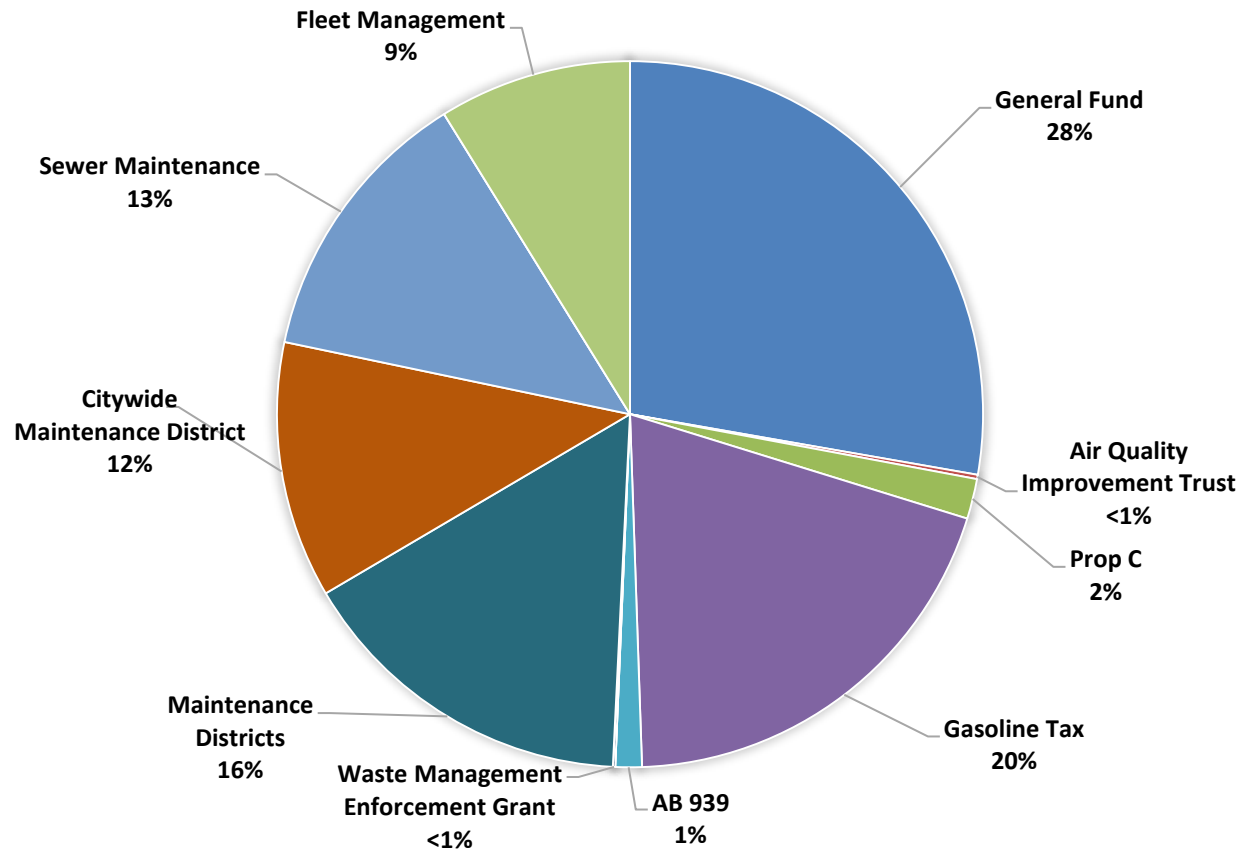
Organizational Chart by Position



*Shading denotes part time staff

Public Works

EXPENDITURES BY FUNDING SOURCE

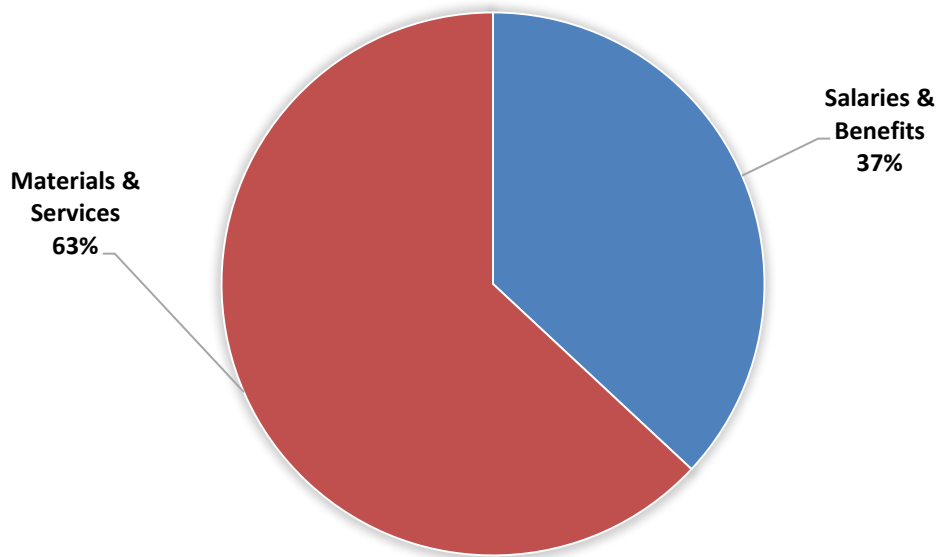


Public Works

	2014-15 Actual Expense	2015-16 Actual Expense	2016-17 Adopted Budget	2017-18 Adopted Budget
Source of Funds:				
General Fund	\$ 4,172,323	\$ 5,149,726	\$ 4,641,608	\$ 4,022,962
Air Quality Improvement Trust	13,566	11,980	29,577	28,653
Prop C	134,464	135,454	253,614	265,832
Gasoline Tax	1,658,546	1,966,561	2,458,779	2,853,258
AB 939	138,483	138,084	169,089	175,326
Community Development Block Grant	13,240	9,455	5,000	-
Waste Management Enforcement Grant	6,900	5,148	15,760	15,739
Used Oil Block Grant	24,582	16,025	-	-
C.R.V. Recycling Grant	5,808	4,028	-	-
Construction Tax	8,743	9,865	1,864	-
Maintenance Districts	1,621,869	1,504,598	2,230,020	2,284,702
Citywide Maintenance District	1,402,109	1,522,207	1,479,858	1,703,667
Sewer Maintenance	2,210,511	1,700,121	1,888,103	1,869,005
Measure R	-	6,642	-	-
Fleet Management	1,454,695	1,500,138	1,582,610	1,279,855
Vehicle Replacement	12,608	4,496	-	-
Total Source of Funds	\$ 12,878,447	\$ 13,684,528	\$ 14,755,882	\$ 14,498,999

Public Works

EXPENDITURES BY CATEGORY



	2014-15 Actual Expense	2015-16 Actual Expense	2016-17 Adopted Budget	2017-18 Adopted Budget
Expense Classification:				
Total Salaries & Benefits	\$ 4,584,571	\$ 4,893,521	\$ 5,456,215	\$ 5,356,834
Total Materials & Services	8,293,876	8,791,007	9,299,667	9,142,165
Total Source of Funds	\$ 12,878,447	\$ 13,684,528	\$ 14,755,882	\$ 14,498,999

Public Works

FY 2017-18 GOALS AND OBJECTIVES

- Oversee development and implementation of the City's five-year Capital Improvement Program (CIP) projects.
- Complete final design of Glendora Avenue Complete Streets Reconfiguration Project.
- Develop and implement a Citywide Vehicle Replacement Program and Fleet Management System.
- Implement recommendations from the City's Pavement Management Program in order to maintain street network Pavement Condition Index (PCI) of 72.
- 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.
- 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.
- Implement recommendations from the City's Sewer System Management Plan in order to upgrade the City's sewer infrastructure and capacity.
- Conduct extensive community outreach and public engagement process as part of the development of a Citywide Bicycle and Pedestrian Master Plan.

Public Works

- Implement drought tolerant landscaping and water efficiency irrigation improvements at City facilities, public street medians, landscape maintenance districts, and open space areas.
- 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 improvements.
- Maintain two-week plan check turn-around and next-day inspection schedule, and monitor plan check log.
- 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 40 miles of sewer mainlines, repair lifted sidewalks in two (2) grids, pavement striping of streets citywide in one (1) grid and install 18 catch basin inserts.
- 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.
- Complete all graffiti abatement requests within the 48-hour response window.

FY 2016-17 ACCOMPLISHMENTS

- Obtained EA 23 Local Enforcement Agency Grant, totaling \$16,007, from CalRecycle for the solid waste permit and inspection program for the BKK Landfill.
- Applied for and received “Tree City USA” recertification for the 35th consecutive year.
- Awarded a \$20,000 grant by Suburban Water Systems for implementation of drought tolerant planting and water efficiency irrigation improvements in medians on Sunset Avenue.
- Coordinated the 35th annual Arbor Day celebration and Earth Day Event with the assistance of West Covina Beautiful held at Cameron Park.
- Issued over 3,000 permits for private construction and development.

Public Works

- Provided plan review and inspection services for construction activities in the City with over \$45 million valuation including residential and commercial remodels and additions; new America's Tires, Tacos El Gavilan, Del Taco, West Covina Industrial Park, structural upgrades to the Torrey Pines Apartments, and a new community center at Lafayette Parc apartment complex.
- Completed inspections and issued Certificates of Occupancy to over 30 new homes for various residential tract developments; MBK Homes, KB Homes and City Ventures.
- Oversaw development of tenant spaces at Plaza West Covina for H&M, Daniels Jewelry, Finish Line, Hollister; at Eastland Center for Famous Footwear; and smaller retailers and restaurants at McIntyre Square, Grand Creek Plaza, and The Heights.
- Conducted expedited plan reviews and inspection services for nearly 300 solar photovoltaic systems to promote energy efficiency.
- Provide in-house plan review services and saved approximately \$170,000 in consultant fees.
- Completed design and inspection of 15 capital improvement projects at a combined cost of about \$6.5 million. The projects consisted of rehabilitating 2.7 miles of major and residential roadways, including replacement/repair of sidewalk and curb and gutter, upgrading of curb access ramps, striping, construction of Orangewood Park and Palm View Park soccer field improvements, installation of new roof for the Police Department building, and repairs to the Cameron Park Community Center roof.
- Implemented and managed all ongoing National Pollutant Discharge Elimination System (NPDES) 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 the Los Angeles County Metropolitan Transportation Authority's (MTA's) Intelligent Transportation Systems

Public Works

for regional arterials to improve traffic flow and enhance arterial capacity in a cost effective way.

- 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.

Community Services

COMMUNITY SERVICES DEPARTMENT

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

The 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; 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 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 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 community events in partnership with other organizations and service groups:

- 90+ Birthday Celebration - Sponsored
- Memorial & Veterans Day Ceremonies - Sponsored
- Movies in the Park – Athens & The Plaza
- Summer Concert Series - Athens
- Volunteer Recognition Luncheon – Sponsored
- West Covina Senior Center Events – Sponsored
- Parents' Place Family Festival
- 5K Pumpkin Run & Health/Fitness Expo – West Covina Christian Church
- Cherry Blossom Festival – East San Gabriel Valley Japanese Community Center
- Lions Club Night on the Town
- Martin Luther King, Jr. Birthday - NAACP
- Red Ribbon Rally – Rotary & West Covina Unified School District
- Relay for Life – American Cancer Society
- Tree Lighting Ceremony @ Plaza West Covina – The Plaza

Community Services

- West Covina Day at the Fair – Fairplex, Pomona

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 *Discover City Newsletter and Community Recreation Guide*.
- Oversight of the Animal Control contract.
- Passport services at Cameron Park Community Center.
- Involvement in localized and regional homeless services advocacy organizations.
- Providing support to the 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.
- 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

Community Services

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:

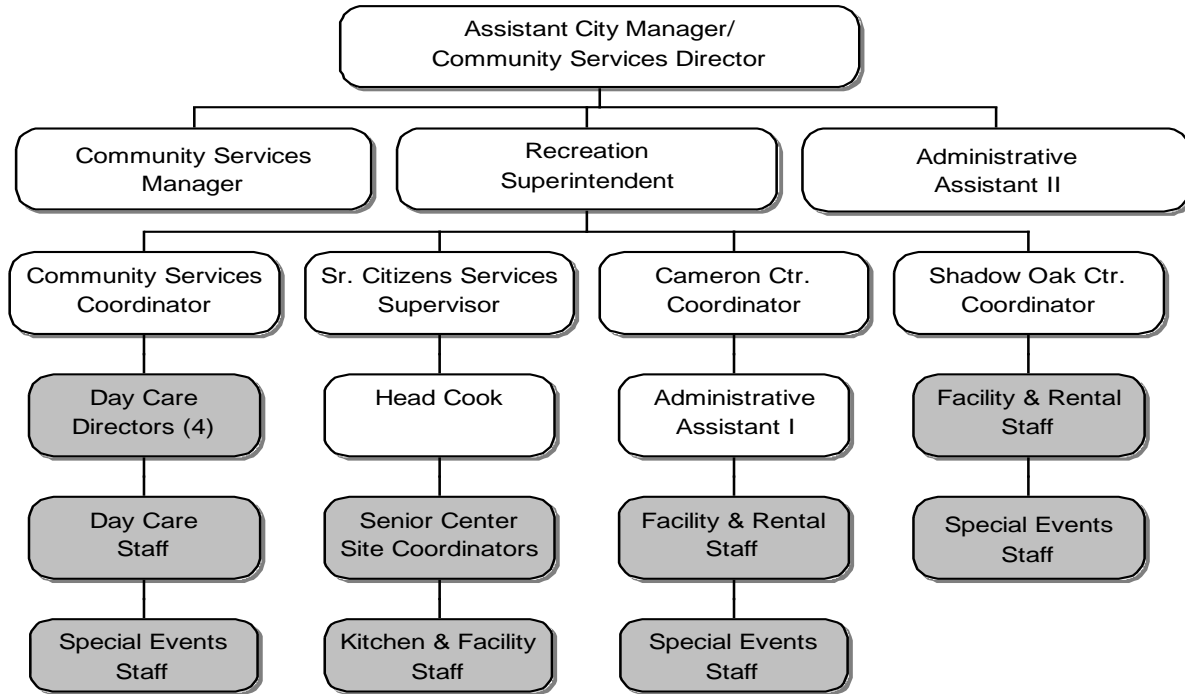
1. CDBG
2. Capital Improvement Projects (CIP)
3. Sports Council
4. Youth Council
5. Senior Services

During Fiscal Year 2016-17, the CSSC was instrumental in:

- Reviewing and recommending CIP Projects within the City of West Covina.
- Reviewing and recommending CDBG funding allocations for service groups.
- Reviewing and recommending Sports Council compliance issues.
- Recommending improvements to recreational facilities.
- Promoting community and recreational events.
- Developing standards and guidelines for drought tolerant landscaping throughout City facilities.

Community Services

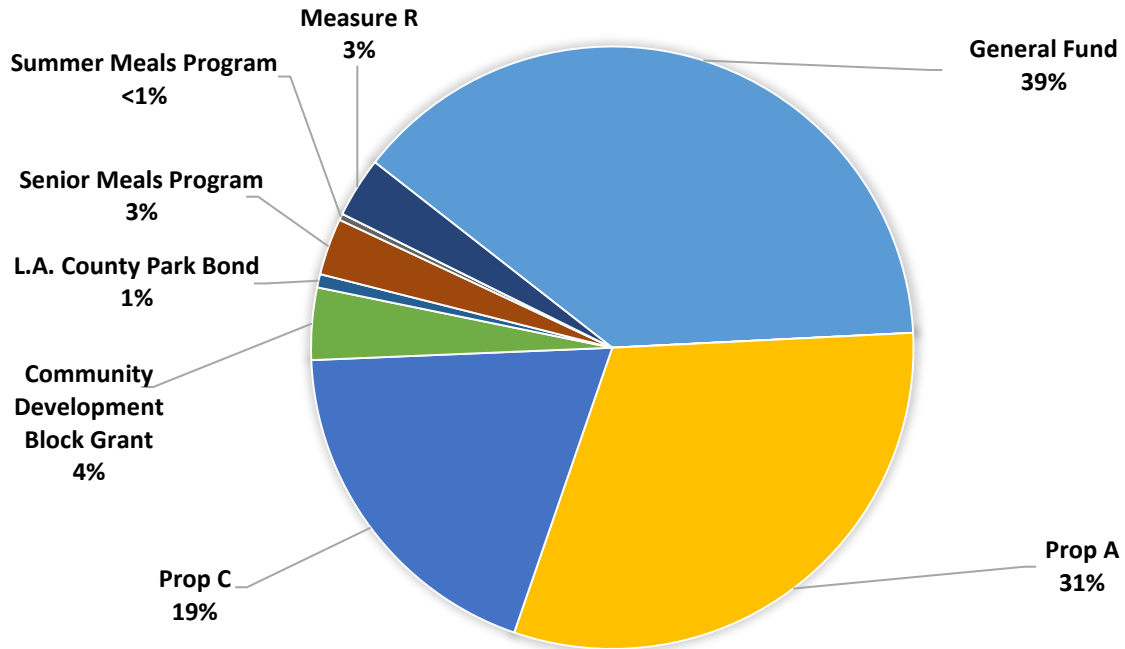
Organizational Chart by Position



*Shading denotes part time staff

Community Services

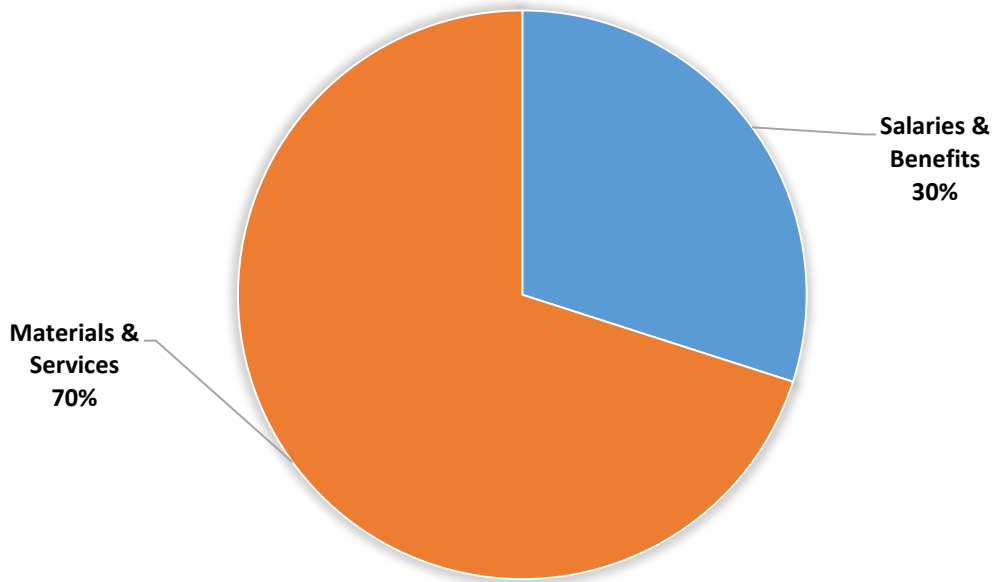
EXPENDITURES BY FUNDING SOURCE



Source of Funds:	2014-15 Actual Expense	2015-16 Actual Expense	2016-17 Adopted Budget	2017-18 Adopted Budget
General Fund	\$ 693,754	\$ 682,737	\$2,109,475	\$2,654,963
Fee & Charge	1,259,965	1,329,429	-	-
Business Improvement Tax	800	-	-	-
Prop A	1,900,000	2,145,674	2,437,640	2,133,534
Prop C	960,182	854,718	910,383	1,309,346
Community Development Block Grant	233,169	187,793	267,203	265,804
L.A. County Park Bond	36,739	41,725	50,153	49,105
Senior Meals Program	207,237	187,727	241,687	209,566
Summer Meals Program	13,383	13,679	26,715	23,716
WC Community Services Foundation	82,779	80,646	50,000	-
Measure R	608,342	589,852	488,891	221,808
Total Source of Funds	\$5,996,350	\$6,113,980	\$6,582,147	\$6,867,842

Community Services

EXPENDITURES BY CATEGORY



	2014-15 Actual Expense	2015-16 Actual Expense	2016-17 Adopted Budget	2017-18 Adopted Budget
Expense Classification:				
Total Salaries & Benefits	\$1,731,097	\$1,625,708	\$1,834,883	\$2,056,931
Total Materials & Services	4,265,253	4,488,272	4,747,264	4,810,911
Total Source of Funds	\$5,996,350	\$6,113,980	\$6,582,147	\$6,867,842

Community Services

FY 2017-2018 GOALS AND OBJECTIVES

- In collaboration with the Community and Senior Services Commission, develop the conceptual design for themed playgrounds for City parks.
- 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 the Adopt-A-Park program.
- 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 Newsletter & Community Recreation Guide and social media.
- Successfully host the student exchange program from our sister city, Ohtawara, Japan.
- Complete improvements at Shadow Oak Park.
- Conduct public meeting on future use of Ridgeriders.

FY 2016-2017 ACCOMPLISHMENTS

- Completed construction of the Orangewood Park Soccer Complex.
- Utilized CDBG funding to make improvements at Palm View Park.
- Re-branded and launched the new Discover Newsletter & Community Recreation Guide.
- Organized a Health & Fitness Expo in partnership with the Annual 5K Pumpkin Run/Walk event.
- Adopted Title 10 for Animal Control and successfully entered into multi-year contract with Los Angeles County Department of Animal Care and Control.
- Launched passport services for residents at Cameron Community Center.

Community Services

- Hosted the City's first Annual Volunteer Recognition Luncheon in partnership with Inter Valley Health Plan.
- Organized a successful Community Service Day with over 200 volunteers from the community. The event included cleanup and beautification at two homes in the community, Shadow Oak Park, and a food drive.
- The 2016 Independence Day Celebration, was hosted at Edgewood Middle/High School. The event included a carnival, game and food booths, entertainment, and a fireworks show. A portion of the gate 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 granted 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 Shadow Oak 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 2016-2017, 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 2017-2018).
- Partnered with Greater West Covina Business Association on the Summer Concert Series and other community events.

CAPITAL IMPROVEMENT PROGRAM

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 \$45,000, 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 2017-2018 provides \$11.3 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, Vehicles, or NPDES. 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 2017-2018 is \$11,251,312. 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 \$45,000 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 \$45,000.
2. This year, the majority of CIP projects will be funded from special funds. These projects include Glendora Avenue Revitalization, Azusa Avenue street rehabilitation, residential streets rehabilitation, drought tolerant landscaping and water-wise irrigation, sewer projects, concrete repairs, and flashing beacons. Two projects are being funded by the General Fund for a total of \$130,000. These are for replacing all Fire Department Self Contained Breathing Apparatus Masks and to fund the Catch Basin Trash Capture Device Installation Program.
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 has been forced to close as of summer 2017 due to unusable condition.
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. 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
	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	
BUILDINGS	\$730,826	\$78,000	\$3,501,200	\$3,753,500	\$159,500	\$10,520,000	\$18,012,200
CONSERVATION	-	-	-	-	-	-	\$0
GENERAL	1,291,000	786,972	1,983,028	900,000	1,135,000	-	\$4,805,000
STUDIES	100,000	-	190,000	120,000	110,000	-	\$420,000
PARKS	198,377	1,154,000	2,940,000	5,575,000	1,000,000	1,000,000	\$11,669,000
STREETS	2,100,000	7,195,000	9,595,000	3,940,000	3,870,000	3,870,000	\$28,470,000
TRAFFIC SIGNALS	110,000	215,000	1,920,000	600,000	600,000	680,000	\$4,015,000
UTILITIES	488,000	1,640,000	2,402,600	252,600	252,600	827,600	\$5,375,400
VEHICLES	430,510	132,340	2,057,123	358,414	358,414	358,414	\$3,264,705
NPDES	95,000	50,000	1,265,000	\$50,000	50,000	50,000	\$1,465,000
TOTALS	\$5,543,713	\$11,251,312	\$25,853,951	\$15,549,514	\$7,535,514	\$17,306,014	\$77,496,305

Fiscal Year 2017-2018 Totals by Funding Source		
Fund No.	Fund Title	Total
122	Prop "C"	54,000
128	TDA	70,000
131	CDBG	30,000
140	STPL	500,000
160	Capital Projects	130,000
161	Construction Tax	48,000
162	Information Technology	706,972
164	Police Impact Fees	32,340
181	Maintenance District 1	230,000
182	Maintenance District 2	210,000
184	Maintenance District 4	450,000
186	Maintenance District 6	50,000
187	Maintenance District 7	135,000
188	Citywide Maintenance District	50,000
189	Sewer	1,640,000
224	Measure R	5,815,000
235	Measure M	1,000,000
367	Vehicle Replacement	100,000
GRAND TOTAL		\$11,251,312

FY 2017-2018 PROJECT SUMMARY BY FUND

NO	FUND NO.	FUND	PROJECT	AMOUNT
S-10	122	Prop C	Bus Stop Enhancement Program	25,000
P-27	122	Prop C	Cortez Senior Center Parking Lot	29,000
			TOTAL Prop C - 122	54,000
S-19	128	TDA	Sidewalk & Stamped Concrete Annual Program	70,000
			TOTAL TDA - 128	70,000
B-21	131	CDBG	Cortez Senior Center - Main Facility & North Wing - Replace carpet & vinyl flooring, & paint interior & exterior	30,000
			TOTAL CDBG - 131	30,000
S-17	140	STPL	Major Street Rehabilitation - Annual Program - Azusa Avenue Street Rehab (I-10 to N. City Limit)	500,000
			TOTAL STPL - 140	500,000
G-6	160	Capital Projects	Replace Fire Department Self Contained Breathing Apparatus Masks	80,000
N-2	160	Capital Projects	Catch Basin Trash Capture Device Installation Program	50,000
			TOTAL CAPITAL PROJECTS - 160	130,000
B-38	161	Const Tax	Misc. Building Repairs	20,000
B-29	161	Const Tax	Fire Stations Floor Improvements	28,000
			TOTAL CONSTRUCTION TAX - 161	48,000
17015	162	IT	IT Upgrades	706,972
			TOTAL INFORMATION TECHNOLOGY - 162	706,972
V-12	164	PIF	Police - Replace 7 units	32,340
			TOTAL POLICE IMPACT FEES - 164	32,340
P-13	181	MD1	Paseo Lighting Upgrade	20,000
P-17	181	MD1	Concrete Repairs	20,000
P-23	181	MD1	Tree Trimming and Brush Control	40,000
P-28	181	MD1	Drought Tolerant Landscaping	150,000
			TOTAL MD1 - 181	230,000
P-18	182	MD2	Concrete Repairs	20,000
P-22	182	MD2	Tree Trimming and Brush Control	40,000
P-29	182	MD2	Drought Tolerant Landscaping	150,000
			TOTAL MD2 - 182	210,000
P-11	184	MD4	Paseo Lighting Upgrade	50,000
P-16	184	MD4	Concrete Repairs	50,000
P-21	184	MD4	Tree Trimming and Brush Control	100,000
P-30	184	MD4	Drought Tolerant Landscaping	250,000
			TOTAL MD4 - 184	450,000
P-31	186	MD6	Drought Tolerant Landscaping	50,000
			TOTAL MD6 - 186	50,000
P19	187	MD7	Tree Trimming and Brush Control	25,000
P-32	187	MD7	Drought Tolerant Landscaping	100,000
P-33	187	MD7	Concrete Repairs	10,000
			TOTAL MD7 - 187	135,000
P-35	188	CWMD	Installation of Street Lights	50,000
			TOTAL CWMD - 188	50,000
U-9	189	Sewer	Sewer System Controls and Power	140,000
17022	189	Sewer	Upgrades for 2700 Azusa Sewer Lift Station	1,500,000
			TOTAL SEWER FUND - 189	1,640,000

FY 2017-2018 PROJECT SUMMARY BY FUND

NO	FUND NO.	FUND	PROJECT	AMOUNT
S-16	224	Measure R	Major Street Rehabilitation - Annual Program - Azusa Avenue Street Rehab (I-10 to N. City Limit)	500,000
T-8	224	Measure R	Battery Replacement for Traffic Signal Battery Back-Up Systems	35,000
T-20	224	Measure R	Installation of Traffic Control Devices	30,000
S-16	224	Measure R	Annual Concrete Repairs	100,000
T-9	224	Measure R	Flashing Beacons	150,000
16047	224	Measure R	Glendora Avenue	5,000,000
			TOTAL MEASURE R - 224	5,815,000
S-15	235	Measure M	Residential Street Rehabilitation - Annual Program	1,000,000
			TOTAL MEASURE M	1,000,000
V-16	367	VR	Public Works Maint. - 1 Ton Truck with Lift Platform to Replace Unit 135	100,000
			TOTAL VEHICLE REPLACEMENT	100,000
GRAND TOTAL				\$11,251,312

2017-2022 CIP PROJECTS - BUILDING

Project No.	Description of Item	Cost of Item	Funding Sources	Budget	Five-Year Funding Schedule				
				2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
B-1	ADA Access - Public Facilities	400,000	CDBG			100,000	100,000	100,000	100,000
B-3	Police - Forensic Lab upgrade Part 1	211,200	GF			211,200			
B-4	Police - Forensic Lab upgrade Part 2	93,500	GF				93,500		
B-5	Police - Forensic Lab upgrade Part 3	39,500	GR					39,500	
B-6	Fire Station 3 - Construction & Relocation	3,800,000	CDBG			300,000	3,500,000		
B-7	Fire Station 1 & Headquarters Replacement	10,400,000	Unfunded						10,400,000
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-12	Shadow Oak Community Center Reroofing	130,000	PDF F			130,000			
B-13	City Hall - Acoustical Ceiling Tiles Seismic Retrofit	250,000	CT			250,000			
B-14	City Hall - Repainting Exterior	400,000	CP			400,000			
B-16	Palm View Center - Roll-up Doors & Windows	25,000	PDF F			25,000			
B-19	Community Economic Development - Paint Lobby & hallway, replace missing blinds	30,000	CP			30,000			
B-21	Cortez Senior Center - Main Facility & North Wing - Replace carpet & vinyl flooring, & paint interior & exterior	100,000	CDBG		30,000	70,000			
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	Restroom Renovation at Senior Center	200,000	CDBG			200,000			
B-26	City Hall Parking Lot Resurfacing	300,000	Unfunded			300,000			
B-27	Fire Station 5 Replace Emergency Generator	40,000	CP			40,000			
B-28	New Permit Center	450,000	CP			450,000			
B-29	Fire Stations Floor Improvements	28,000	CT		28,000				
B-32	City Yard Roof Repair	150,000	GF			150,000			
B-33	City Hall Roof Repair	500,000	CP			500,000			
B-34	Fire Station 2 - Roof Repair	40,000	GF				40,000		
B-36	Planning Department Kitchen	7,000	CT			7,000			
B-37	Senior Center Roof Repair	150,000	GF			150,000			
B-38	Misc. Building Repairs	100,000	CT		20,000	20,000	20,000	20,000	20,000
B-39	Replace Emergency Generator	85,000	CT			85,000			
17002	Electric Vehicle Charging Stations	54,199	AQMD (AB2766)	54,199					

2017-2022 CIP PROJECTS - BUILDING

Project No.	Description of Item	Cost of Item	Funding Sources	Budget	Five-Year Funding Schedule				
				2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
17006	Civic Center - Electric Doors/Employee Badge System	300,000	CP	58,305					
			CT	241,695					
17012	Fire Station 4 - Replace emergency generator	40,000	CT	40,000					
17013	City Hall - Aluminum Doors on 1st & 2nd Floor	50,000	CT	50,000					
17014	Misc. Building Repairs	20,000	CT	20,000					
17027	CMO Office - Technology Upgrade, Paperless Agenda, Voting System	266,627	PEG	266,627					
	TOTAL BUILDING PROJECTS	\$18,984,721		\$730,826	\$78,000	\$3,501,200	\$3,753,500	\$159,500	\$10,520,000

2017-2022 CIP PROJECTS - ENERGY EFFICIENCY / CONSERVATION

Project No.	Description of Item	Cost of Item	Funding Sources	Budget	Five-Year Funding Schedule				
				2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
C-1	City Hall Lighting Upgrades	-	Energy Grant	-	-	-	-	-	-
	TOTAL ENERGY EFFICIENCY PROJECTS	-		-	-	-	-	-	-

2017-2022 CIP PROJECTS - GENERAL

Project No.	Description of Item	Cost of Item	Funding Sources	Budget	Five-Year Funding Schedule					
				2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	
G-6	Replace Fire Department Self Contained Breathing Apparatus Masks	80,000	CP		80,000					
G-10	Carpets, Desks, Chairs for Finance	50,000	CP			50,000				
G-11	Replace 2 Fire Dept. ZOLL Series E Monitor/Defibrillators	90,000	CP			90,000				
G-12	City Yard Disposal Area	50,000	GF			50,000				
G-13	City Yard Block Wall	1,000,000	GF						1,000,000	
17007	New Chairs for MRC	11,000	CP	11,000						
17015	IT Upgrades	4,735,000	IT	1,200,000	706,972	1,793,028	900,000	135,000		-
17017	Citywide Aerial Map	80,000	MD1	25,000						
			MD4	5,000						
			MD7	5,000						
			CMD	15,000						
			SF	25,000						
			CSS CFD	5,000						
TOTAL GENERAL PROJECTS		6,151,000		1,291,000	786,972	1,983,028	900,000	1,135,000		-

2017-2022 CIP PROJECTS - STUDIES

Project No.	Description of Item	Cost of Item	Funding Sources	Budget	Five-Year Funding Schedule				
				2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
G-1	Comprehensive Zoning & Subdivision Code Revision	350,000	CP			120,000	120,000	110,000	
17004	Bike and Pedestrian Friendly Master Plan	100,000	TDA	100,000					
G-14	Historic Resources Study Update	70,000	CP			70,000			
	TOTAL STUDIES PROJECTS	520,000		100,000	-	190,000	120,000	110,000	-

2017-2022 CIP PROJECTS - PARKS

Project No.	Description of Item	Cost of Item	Funding Sources	Budget	Five-Year Funding Schedule					
				2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	
	GENERAL PARK IMPROVEMENTS									
16008	Neighborhood Improvement Program	33,377	CDBG	33,377						
P-10	Walnut Creek Parkway Improvements	5,000,000	Unfunded			500,000	4,500,000			
	CAMERON PARK									
P-9	Cameron Park Community Center Water Proofing	265,000	PDF G			265,000				
	CORTEZ PARK									
P-1	Cortez Park - Parking Lot - Citrus Entrance	60,000	PDF E			60,000				
P-27	Cortez Senior Center Parking Lot	29,000	Prop C		29,000					
	DEL NORTE PARK									
P-25	Del Norte Park Tennis Courts Resurface	20,000	CP			20,000				
	HERITAGE GARDENS PARK									
P-2	Heritage Park Design - Master Plan	200,000	Heritage Park Rose Float Committee			200,000				
	MAINTENANCE DISTRICT 1									
17016	Tree Trimming & Weed Abatement	50,000	MD1	50,000						
P-13	Paseo Lighting Upgrade	60,000	MD1		20,000	10,000	10,000	10,000	10,000	
P-17	Concrete Repairs	100,000	MD1		20,000	20,000	20,000	20,000	20,000	
P-23	Tree Trimming and Brush Control	120,000	MD1		40,000	20,000	20,000	20,000	20,000	
P-28	Drought Tolerant Landscaping	750,000	MD1		150,000	150,000	150,000	150,000	150,000	
	MAINTENANCE DISTRICT 2									
17018	Tree Trimming & Weed Abatement	15,000	MD2	15,000						
P-18	Concrete Repairs	100,000	MD2		20,000	20,000	20,000	20,000	20,000	
P-22	Tree Trimming and Brush Control	140,000	MD2		40,000	25,000	25,000	25,000	25,000	
P-29	Drought Tolerant Landscaping	750,000	MD2		150,000	150,000	150,000	150,000	150,000	
	MAINTENANCE DISTRICT 4									
17019	Tree Trimming	50,000	MD4	50,000						
P-11	Paseo Lighting Upgrade	120,000	MD4		50,000	25,000	15,000	15,000	15,000	
P-16	Concrete Repairs	170,000	MD4		50,000	30,000	30,000	30,000	30,000	
P-21	Tree Trimming and Brush Control	300,000	MD4		100,000	50,000	50,000	50,000	50,000	
P-30	Drought Tolerant Landscaping	950,000	MD4		250,000	250,000	150,000	150,000	150,000	

2017-2022 CIP PROJECTS - PARKS

Project No.	Description of Item	Cost of Item	Funding Sources	Budget	Five-Year Funding Schedule				
				2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
	MAINTENANCE DISTRICT 6								
17020	Tree Trimming & Weed Abatement	25,000	MD6	25,000					
P-15	Concrete Repairs	40,000	MD6			10,000	10,000	10,000	10,000
P-20	Tree Trimming and Brush Control	80,000	MD6			20,000	20,000	20,000	20,000
P-31	Drought Tolerant Landscaping	650,000	MD6		50,000	150,000	150,000	150,000	150,000
	MAINTENANCE DISTRICT 7								
17021	Tree Trimming & Weed Abatement	25,000	MD7	25,000					
P-19	Tree Trimming and Brush Control	105,000	MD7		25,000	20,000	20,000	20,000	20,000
P-32	Drought Tolerant Landscaping	700,000	MD7		100,000	150,000	150,000	150,000	150,000
P-33	Concrete Repairs	50,000	MD7		10,000	10,000	10,000	10,000	10,000
	CITY WIDE MAINTENANCE DISTRICT								
P-34	Tree Trimming	135,000	CWMD			135,000			
P-35	Installation of Street Lights	50,000	CWMD		50,000				
	SHADOW OAK PARK								
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	Measure A			225,000			
P-7	Shadow Oak Slurry Seal Upper and Middle Parking Lots	120,000	PDF F			120,000			
P-8	Shadow Oak Marquee	75,000	PDF F				75,000		
P-26	Shadow Oak Park Stairwell and Slope	250,000	CP			250,000			
	TOTALS	\$11,867,377		\$198,377	\$1,154,000	\$2,940,000	\$5,575,000	\$1,000,000	\$1,000,000

2017-2022 CIP PROJECTS - STREETS

Project No.	Description of Item	Cost of Item	Funding Sources	Budget	Five-Year Funding Schedule				
				2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
S-1	Pavement Management Plan Update	70,000	Prop C				70,000		
S-3	Urban Forestation Program (Tree City USA)	100,000	GT			25,000	25,000	25,000	25,000
S-5	Curb & Gutter Replacement	300,000	Measure R			75,000	75,000	75,000	75,000
S-9	Drought Landscaping on Sunset Ave Median	400,000	CP			100,000	100,000	100,000	100,000
16047	Glendora Avenue	10,000,000	Prop C						
			Measure R		5,000,000	5,000,000			
17003	Major Street Rehabilitation - Cameron Avenue	1,275,000	STPL	1,125,000					
			Prop C	150,000					
17005	Sidewalks & Stamped Concrete	100,000	TDA	100,000					
17028	Implementation of Green Streets Improvements	225,000	Measure R	225,000					
17029	Residential Street Rehabilitation - Annual Program	500,000	Measure R	500,000					
			CDBG						
S-10	Bus Stop Enhancement Program	25,000	Prop C		25,000				
			Foothill Trans. Grant						
S-11	Bicycle and Pedestrian Improvements	800,000	Unfunded			200,000	200,000	200,000	200,000
S-12	Curb Access Ramp Transition Plan	100,000	CDBG			100,000			
S-13	Galster Way Slope Stabilization	325,000	Measure R			325,000			
S-14	Street Lights LED's	300,000	Measure R			300,000			
S-15	Residential Street Rehabilitation - Annual Program	9,000,000	Measure R			500,000	500,000	500,000	500,000
			Measure M		1,000,000	1,500,000	1,500,000	1,500,000	1,500,000
S-16	Annual Concrete Repairs	500,000	Measure R		100,000	100,000	100,000	100,000	100,000
S-17	Major Street Rehabilitation - Annual Program - Azusa Avenue Street Rehab (I-10 to N. City Limit)	5,000,000	STPL		500,000	500,000	500,000	500,000	500,000
			Measure R		500,000	500,000	500,000	500,000	500,000
S-18	Implementation of Green Streets Improvements	1,200,000	Measure R			300,000	300,000	300,000	300,000
S-19	Sidewalks & Stamped Concrete	350,000	TDA		70,000	70,000	70,000	70,000	70,000
TOTALS		\$40,570,000		\$2,100,000	\$7,195,000	\$9,595,000	\$3,940,000	\$3,870,000	\$3,870,000

2017-2022 CIP PROJECTS - TRAFFIC SIGNALS

Project No.	Description of Item	Cost of Item	Funding Sources	Budget	Five-Year Funding Schedule				
				2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
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	Measure R			250,000			
T-5	Traffic Signal Modifications at Cameron/Lark Ellen Avenues	250,000	Measure R			250,000			
T-6	Replacement of In-Roadway Lights at School Crosswalks	60,000	Measure R			60,000			
T-8	Battery Replacement for Traffic Signal Battery Back-Up Systems	65,000	Measure R		35,000	30,000			
17030	Installation of Traffic Control Devices	30,000	Measure R	30,000					
17031	Update Traffic & Engineering Surveys	80,000	Measure R	80,000					
T-9	Flashing Beacons	150,000	Measure R		150,000				
T-10	GPS Emergency Pre-emption System	800,000	Measure R			200,000	200,000	200,000	200,000
T-13	Update Traffic & Engineering Surveys	80,000	Measure R						80,000
T-14	Traffic Signal Synchronization	800,000	Measure R			200,000	200,000	200,000	200,000
T-15	Traffic Signal Management Center	100,000	Measure R			100,000			
T-16	Update Traffic Signal Controllers	250,000	Measure R			250,000			
T-17	Video Detection	120,000	Measure R			30,000	30,000	30,000	30,000
T-18	CCTV Cameras	400,000	Measure R			100,000	100,000	100,000	100,000
T-19	Traffic Signal Back-up Systems	160,000	Measure R			40,000	40,000	40,000	40,000
T-20	Installation of Traffic Control Devices	150,000	Measure R		30,000	30,000	30,000	30,000	30,000
T-21	Systemic Safety Analysis Report Program (SSARP)	60,000	SSARP Grant						
			Measure R						
TOTALS		\$4,515,000		\$110,000	\$215,000	\$1,920,000	\$600,000	\$600,000	\$680,000

2017-2022 CIP PROJECTS - UTILITIES

Project No.	Description of Item	Cost of Item	Funding Sources	Budget	Five-Year Funding Schedule				
				2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
U-3	Replacement & Upgrade of pumps for Storm Water Lift Station at City Hall	50,000	CP			50,000			
U-4	Upgrades for Sewer Lift Station in Basement of Police Department	600,000	SF			600,000			
U-5	Sewer System Management Plan Update	75,000	SF						75,000
17022	Upgrades for 2700 Azusa Sewer Lift Station	1,800,000	SF	300,000	1,500,000				
17023	Sewer Camera	188,000	SF	188,000					
U-6	Cortez Park Infiltration Project	500,000	Unfunded						500,000
U-7	CIPP Lining Program	610,400	SF			152,600	152,600	152,600	152,600
U-8	Sewer Main Replacement	1,500,000	SF			1,500,000			
U-9	Sewer System Controls and Power	140,000	SF		140,000				
U-10	Sewer CCTV Program	400,000	SF			100,000	100,000	100,000	100,000
	TOTALS	\$5,863,400		\$488,000	\$1,640,000	\$2,402,600	\$252,600	\$252,600	\$827,600

2017-2022 CIP PROJECTS - VEHICLES

Project No.	Description of Item	Cost of Item	Funding Sources	Budget	Five-Year Funding Schedule				
				2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
V-1	Fire Chief Response Vehicle	40,000	CP			40,000			
V-3	Fire - Replace 2001 Ford Excursion, Fire Command Vehicle	130,000	CP			130,000			
V-5	Public Works, Maint. - Cargo Van for Communications to Replace Unit 52	28,000	CP			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	CP			28,000			
V-9	Public Works Maint. - 1/2 Ton Pick Up Truck to Replace Unit 200	28,000	CP			28,000			
V-12	Police - Replace 7 units	32,340	PIF		32,340				
V-13	Police - Replace 7 units	358,414	CP			358,414			
V-14	Police - Replace 7 units	358,414	CP				358,414		
V-15	Police - Replace 7 units	358,414	CP					358,414	
V-20	Police - Replace 7 units	358,414	CP						358,414
17010	Fleet Management System	40,000	CP	40,000					
17011	Police - Units P23, P27, P5 (K9), P4 (K9), and P15	276,510	CP	276,510					
17024	Public Works, Maint. - 1 Ton Heavy Duty Truck with Service Body to Replace Unit 728	48,000	SF	48,000					
17025	Public Works, Maint. - 1/2 Ton Pick Up Truck to Replace Unit 710	28,000	SF	28,000					
17026	Public Works Maint. - 3/4 Ton Pick Up Truck to Replace Unit 159	38,000	SF	38,000					
V-16	Replace 2004 Leader Ambulance Unit F30	214,709	VR			214,709			
V-17	Replace 2004 Leader Ambulance Unit F32	180,000	GF			180,000			
V-18	Above Ground Fuel Storage at City Yard	1,000,000	SF			250,000			
			GF			500,000			
			GT			250,000			
V-19	Fleet Maintenance Software	50,000	GF			50,000			
	TOTALS	\$3,695,215		\$430,510	\$132,340	\$2,057,123	\$358,414	\$358,414	\$358,414

2017-2022 CIP PROJECTS - NPDES

Project No.	Description of Item	Cost of Item	Funding Sources	Budget	Five-Year Funding Schedule				
				2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
N-1	Shadow Oak Lower Parking Lot & NPDES Improvements	700,000	PDF F			600,000			
			CP			100,000			
17008	Catch Basin Trash Capture Device Installation Program	50,000	CP	50,000					
17009	Bassett High School Regional Infiltration Project	560,000	CP	45,000		515,000			
N-2	Catch Basin Trash Capture Device Installation Program	250,000	CP		50,000	50,000	50,000	50,000	50,000
	TOTAL NPDES PROJECTS	1,560,000		95,000	50,000	1,265,000	50,000	50,000	50,000

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
17012	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
17006	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
17013	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
17027	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

BUILDING PROJECT DESCRIPTIONS

Project No.	Project Title	Cost of Item	Funding Sources	Requesting Department	Description
B-22	Cortez Senior Center - Heating serving line in kitchen	30,000	PDF E	Community Services	Upgrade outdated heating serving line in kitchen
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
17014	Misc. Building Repairs	20,000	CT	Public Works	Misc. repairs at city owned buildings. Unforeseen or periodic repairs
B-15304	Police Department Reroof	262,922	GF, CT, DER	Police Dept	Remove existing roof and replace with new roof
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-16021	Cameron Community Center -Replace kitchen Cabinets	15,000	PDF F	Community Services	Replace kitchen cabinets at Cameron Community Center
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-24	Restroom Renovation at Senior Center	200,000	CDBG	Community Services	Renovation of the Main Hall and North Wing restrooms to bring to ADA compliance.
B-26	City Hall Parking Lot Resurfacing	300,000	Unfunded	Public Works	Rehabilitate existing asphalt pavement of surface parking lot at City Hall.
B-27	Fire Station 5 Replace Emergency Generator	40,000	CP	Fire Dept	Replace Emergency Generator and change over control at fire station 5.
B-28	New Permit Center	450,000	CP	Public Works	Design and construction of a new permit center that provides development services of Building and Engineering Divisions, Planning, and Fire Department in one central location.
B-29	Fire Stations Floor Improvements	32000	CT	Fire Dept	Floor improvements including carpet and polished staining at various fire stations.
B-32	City Yard Roof Repair	150,000	GF	Public Works	City Yard Buildings Roof replacement (Main, Fleet, Warehouse, Radio Communications)
B-33	City Hall Roof Repair	500,000	CP	Public Works	City Hall Main Building Roof replacement
B-34	Fire Station 2 - Roof Repair	40,000	GF	Public Works	Repair ridgeline roof leak.
B-35	Police Station Basement Water Intrusion Repair	300,000	FAF	Public Works	Water proofing walls and seal water intrusion points on 1st floor (planter, vaults, walkway water mainline, HVAC access).
B-36	Planning Department Kitchen	7,000	CT	Community Services	Remodel entire kitchen. Refurbish all cabinets, counter tops and replace all appliances.
B-37	Senior Center Roof Repairs	150,000	GF	Public Works	Senior Center Roof Replacement
B-38	Misc. Building Repairs	100,000	CT	Public Works	Various building repairs.
B-39	Replace Emergency Generator at City Hall	85,000	CT	Public Works	Generator to be stored at City Yard and mobilized as needed to various locations throughout the City.

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
17017	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-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
17015	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	CP	Finance	Purchase of new carpet for Finance Department and desks for staff
G-11	Replace 2 Fire Dept. ZOLL Series E Monitor/Defibrillators	90,000	CP	Fire Dept	Replace 2 of 6 remaining Zoll Series E monitor/defibrillators.
G-12	City Yard Disposal Area	50,000	GF	Public Works	Re-construct disposal area to properly manage waste disposal.
G-13	City Yard Block Wall	1,000,000	GF	Public Works	Perimeter wall to divide city yard from flood channel and neighboring apartments.

STUDIES 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
17004	Bike and Pedestrian Friendly Master Plan	100,000	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
G-14	Historic Resources Study Update	70,000	CP	Planning Dept	Update of the Historic Resources Survey conducted in 2006 to include commercial as well as residential buildings.

PARK PROJECT DESCRIPTIONS

Project No.	Project Title	Cost of Item	Funding Sources	Requesting Department	Description
16008	Neighborhood Improvement Program	33,377	CDBG	Community Services	Park Improvements
P-10	Walnut Creek Parkway Improvements	5,000,000	Unfunded	Public Works	Walnut Creek Pkwy from east to west city limits. Construct bike and pedestrian improvements along county flood control channel. Improvements include lighting, security fence, signing, striping, and landscape.
P-9	Cameron Park Community Center Water Proofing	265,000	PDF G	Public Works	Seal and water proof the community center masonry and plaster wally.
P-1	Cortez Park - Parking Lot - Citrus Entrance	60,000	PDF E	Public Works	Remove damaged asphalt, backfill, grade, compact & repave w/3" asphalt over 9" base.
P-27	Cortez Senior Center Parking Lot	29,000	Prop C	Public Works	Remove/repair asphalt parking lot w/sink hole.
P-25	Del Norte Park Tennis Courts Resurface	20,000	CP	Public Works	Resurface playing surface.
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.
17016	Tree Trimming & Weed Abatement	50,000	MD1	Public Works	Tree Trimming and weed abatement.
P-13	Paseo Lighting Upgrade	60,000	MD1	Public Works	Upgrade lights and fixtures in paseos and parks.
P-17	Concrete Repairs	100,000	MD1	Public Works	Basic repair & maintenance of sidewalks, paths, retaining walls, equip. foundations and irrigation control pedestals.
P-23	Tree Trimming and Brush Control	120,000	MD1	Public Works	Trim District trees in 5yr maintenance rotation.
P-28	Drought Tolerant Landscaping	750,000	MD1	Public Works	Rip and replace dense vegetation w/waterwise, low maintenance plants.
17018	Tree Trimming & Weed Abatement	15,000	MD2	Public Works	Tree Trimming and weed abatement.
P-18	Concrete Repairs	100,000	MD2	Public Works	Basic repair & maintenance of sidewalks, paths, retaining walls, equip. foundations and irrigation control pedestals.
P-22	Tree Trimming and Brush Control	140,000	MD2	Public Works	Trim District trees in 5yr maintenance rotation.
P-29	Drought Tolerant Landscaping	750,000	MD2	Public Works	Rip and replace dense vegetation w/waterwise, low maintenance plants.
17019	Tree Trimming	50,000	MD4	Public Works	Tree Trimming.
P-11	Paseo Lighting Upgrade	120,000	MD4	Public Works	Upgrade lights and fixtures in paseos and parks.
P-16	Concrete Repairs	170,000	MD4	Public Works	Basic repair & maintenance of sidewalks, paths, retaining walls, equip. foundations and irrigation control pedestals.
P-21	Tree Trimming and Brush Control	300,000	MD4	Public Works	Trim District trees in 5yr maintenance rotation.
P-30	Drought Tolerant Landscaping	950,000	MD4	Public Works	Rip and replace dense vegetation w/waterwise, low maintenance plants.
17020	Tree Trimming & Weed Abatement	25,000	MD6	Public Works	Tree Trimming and weed abatement.
P-15	Concrete Repairs	40,000	MD6	Public Works	Basic repair & maintenance of sidewalks, paths, retaining walls, equip. foundations and irrigation control pedestals.
P-20	Tree Trimming and Brush Control	80,000	MD6	Public Works	Trim District trees in 5yr maintenance rotation.
P-31	Drought Tolerant Landscaping	650,000	MD6	Public Works	Rip and replace dense vegetation w/waterwise, low maintenance plants.
17021	Tree Trimming & Weed Abatement	25,000	MD7	Public Works	Tree Trimming and weed abatement.

PARK PROJECT DESCRIPTIONS

Project No.	Project Title	Cost of Item	Funding Sources	Requesting Department	Description
P-19	Tree Trimming and Brush Control	105,000	MD7	Public Works	Trim District trees in 5yr maintenance rotation.
P-32	Drought Tolerant Landscaping	700,000	MD7	Public Works	Rip and replace dense vegetation w/waterwise, low maintenance plants.
P-33	Concrete Repairs	50,000	MD7	Public Works	Basic repair & maintenance of sidewalks, paths, retaining walls, equip. foundations and irrigation control pedestals.
P-34	Tree Trimming	135,000	CWMD	Public Works	Tree Trimming.
P-35	Installation of Street Lights	50,000	CWMD	Public Works	Installation of street lights.
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.
P-6	Shadow Oak Tot Lot Replacement	225,000	Measure A	Community Services	Replace old, worn tot lot equipment with state of the art play apparatus.
P-7	Shadow Oak Slurry Seal Upper and Middle Parking Lots	120,000	PDF F	Community Services	Slurry seal 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-26	Shadow Oak Park Stairwell and Slope	250,000	CP	Public Works	Improve staircase and provide drainage for slope.

STREET PROJECT DESCRIPTIONS

Project No.	Project Title	Cost of Item	Funding Sources	Requesting Department	Description
S-1	Pavement Management Plan Update	70,000	Prop C	Public Works	Field survey of arterials and residential streets and update of City's pavement management program.
S-3	Urban Forestation Program (Tree City USA)	100,000	GT	Public Works	Plant and maintain City trees.
S-5	Curb & Gutter Replacement	300,000	Measure R	Public Works	Remove and replace damaged curbs and gutters citywide. - Annual Program
S-9	Drought Landscaping on Sunset Ave Median	400,000	CP	Public Works	Remove existing grass and dense landscaping and install drought tolerant planting and water-wise irrigation on median along Sunset Avenue between West Covina Pkwy and Cameron Avenue.
16047	Glendora Avenue	10,000,000	Prop C, Measure R	Public Works	Reconstruction and reconfiguration of Glendora Ave. Widen the median to at least 50' wide to accommodate pedestrians and events. Minimum on lane in each direction. Parallel or diagonal parking. Project is tied to and parallel to City General plan and through Planning Department.
17003	Major Street Rehabilitation - Cameron Avenue	1,275,000	STPL, Prop C	Public Works	Based on Pavement Management System (PMS), construct the needed rehabilitation treatment that would extend the life of the roadway in the most cost effective manner possible.
17005	Sidewalks & Stamped Concrete	100,000	TDA	Public Works	Construct sidewalk along the designated City's Safe Routes to School plan and replace landscaped parkways with colored stamped concrete.
17028	Implementation of Green Streets Improvements	225,000	Measure R	Public Works	Implement green street improvements such as pavor pavements, bioswales, etc. in effort to meet NPDES MS4 permit requirements and objectives.
17029	Residential Street Rehabilitation - Annual Program	500,000	Measure R	Public Works	Based on 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-10	Bus Stop Enhancement Program	25,000	Prop C, Foothill Transit Grant	Public Works	Add covered shelters and trash receptacles to the bus stops that have a bench only.
S-11	Bicycle and Pedestrian Improvements	800,000	Unfunded	Public Works	Annual program to implement bicycle and pedestrian improvements
S-12	Curb Access Ramp Transition Plan	100,000	CDBG	Public Works	Develop a curb access ramp inventory and a plan for implementation.
S-13	Galster Way Slope Stabilization	325,000	Measure R	Public Works	Stabilization of the slope along the north side of Galster Way.
S-14	Street Lights LED's	300,000	Measure R	Public Works	Convert all existing street light fixtures to L.E.D. lighting fixtures.
S-15	Residential Street Rehabilitation - Annual Program	9,000,000	Measure R, Measure M	Public Works	Based on 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-16	Annual Concrete Repairs	500,000	Measure R	Public Works	Concrete removal and replacement/repairs citywide.
S-17	Major Street Rehabilitation - Annual Program - Azusa Avenue Street Rehab (I-10 to N. City Limit)	5,000,000	STPL, Measure R	Public Works	Based on 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-18	Implementation of Green Streets Improvements	1,200,000	Measure R	Public Works	Implement green street improvements such as pavor pavements, bioswales, etc. in effort to meet NPDES MS4 permit requirements and objectives.
S-19	Sidewalks & Stamped Concrete	350,000	TDA	Public Works	Construct sidewalk along the designated City's Safe Routes to School plan and replace landscaped parkways with colored stamped concrete.

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-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-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
17030	Installation of Traffic Control Devices	30,000	Measure R	Public Works	Install traffic control devices (e.g. speed bumps, striping, pavement markers, signage, etc.)
17031	Update Traffic & Engineering Surveys	80,000	Measure R	Public Works	Prepare Traffic and Engineering Surveys to establish lawful speed limits on City streets.
T-9	Flashing Beacons	150,000	Measure R	Public Works	Install flashing beacons and a pedestrian crosswalk on Shadow Oak Drive in front of Shadow Oak Park.
T-10	GPS Emergency Pre-emption System	800,000	Measure R	Public Works	Install GPS Pre-emption System at traffic signals to enhance response time of emergency vehicles (Fire & Police).
T-13	Update Traffic & Engineering Surveys	80,000	Measure R	Public Works	Prepare Traffic and Engineering Surveys to establish lawful speed limits on City streets.
T-14	Traffic Signal Synchronization	800,000	Measure R	Public Works	Synchronize traffic signals along a corridor to enhance levels of service and traffic circulation.
T-15	Traffic Signal Management Center	100,000	Measure R	Public Works	Upgrade software, hardware, and buy new monitors.
T-16	Update Traffic Signal Controllers	250,000	Measure R	Public Works	Replace old traffic signal controllers with new ones.
T-17	Video Detection	120,000	Measure R	Public Works	Install video detection at several traffic signal locations.
T-18	CCTV Cameras	400,000	Measure R	Public Works	Install closed circuit television cameras (CCTV) at various locations.
T-19	Traffic Signal Back-up Systems	160,000	Measure R	Public Works	Upgrade traffic controller systems to be equipped with battery back up systems. Keeps signals operation during power outages. 16 total intersections need to be upgraded.
T-20	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-21	Systemic Safety Analysis Report Program (SSARP)	60,000	SSARP Grant, Measure R	Public Works	Program to assist in performing a collision analysis, identify safety issues on the roadway networks, and develop a list of systemic low-cost countermeasures that can be used to prepare future Highway Safety Improvement Program (HSIP) & other safety program applications.

UTILITIES PROJECT DESCRIPTIONS

Project No.	Project Title	Cost of Item	Funding Sources	Requesting Department	Description
U-3	Replacement & Upgrade of pumps for Storm Water Lift Station at City Hall	50,000	CP	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	SF	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
17022	Upgrades for 2700 Azusa Sewer Lift Station	600,000	SF	Public Works	Upgrades to sewer pumps and installation of emergency generator on site to power sewer pumps.
17023	Sewer Camera	188,000	SF	Public Works	Sewer Camera to replace aged camera.
U-6	Cortez Park Infiltration Project	500,000	Unfunded	Public Works	Design of a regional infiltration basin below Cortez Park. The infiltration system will be installed below the ballfields. The infiltration system will take flows diverted from an existing 60-inch storm drain pipe along Citrus Street.
U-7	CIPP Lining Program	610,400	SF	Public Works	Cured In Place Pipe (CIPP) rehabilitation of cracked, broken and failed sewer pipes.
U-8	Sewer Main Replacement	1,500,000	SF	Public Works	Replace three segments with new ones. As identified in the SSMP.
U-9	Sewer System Controls and Power	140,000	SF	Public Works	In SCADA controls at each City operated lift station to allow for remote monitoring and control. And install backup generator with automatic transfer switch at each City operated lift station.
U-10	Sewer CCTV Program	400,000	SF	Public Works	Repair or replace pipe as necessary per results of the on-going CCTV video monitoring. Cured In Place Pipe (CIPP) recommended.

VEHICLE PROJECT DESCRIPTIONS

Project No.	Project Title	Cost of Item	Funding Sources	Requesting Department	Description
V-1	Fire Chief Response Vehicle	40,000	CP	Fire Dept	Replace 2002 Ford Crown Victoria Sedan - Fire Chief Response Vehicle
V-3	Fire Command Vehicle	130,000	CP	Fire Dept	Replace 2001 Ford Excursion Fire Command Vehicle currently assigned to fire station 2
V-5	Public Works, Maint. - Cargo Van for Communications to Replace Unit 52	28,000	CP	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	CP	Public Works	1/2 Ton pick-up truck to replace unit 402 (2006 truck)
V-9	Public Works Maint. - 1/2 Ton Pick Up Truck to Replace Unit 200	28,000	CP	Public Works	1/2 Ton pick-up truck to replace unit 200 (2001 truck)
V-12	Police - Replace 7 units	358,414	PIF	Police Dept	Replace 7 patrol vehicles in fiscal year 2017/2018
V-13	Police - Replace 7 units	358,414	CP	Police Dept	Replace 7 patrol vehicles in fiscal year 2018/2019
V-14	Police - Replace 7 units	358,414	CP	Police Dept	Replace 7 patrol vehicles in fiscal year 2019/2020
V-15	Police - Replace 7 units	358,414	CP	Police Dept	Replace 7 patrol vehicles in fiscal year 2020/2021
V-20	Police - Replace 7 units	358,414	CP	Police Dept	Replace 7 patrol vehicles in fiscal year 2021/2022
17010	Fleet Management System	40,000	CP	Public Works	Implement Fleet Management System hardware and software improvements.
17011	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.
17024	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.
17025	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).
17026	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 (1998 truck).
V-16	Replace 2004 Leader Ambulance Unit F30	214,709	VR	Fire Dept	Replace Fire Department ambulance unit F30.
V-17	Replace 2004 Leader Ambulance Unit F32	180,000	GF	Fire Dept	Replace Fire Department ambulance unit F32.
V-18	Above Ground Fuel Storage at City Yard	1,000,000	SF, GF, GT	Public Works	Above ground fuel storage for fueling of city vehicles - diesel and gasoline fuel.
V-19	Fleet Maintenance Software	50,000	GF	Public Works	Fleet maintenance software. Upgrade software to replace aged system and improve efficiency.

NPDES PROJECT DESCRIPTIONS

Project No.	Project Title	Cost of Item	Funding Sources	Requesting Department	Description
N-1	Shadow Oak Lower Parking Lot & NPDES Improvements	700,000	PDF F, CP	Public Works	Construct lower level parking lot improvements. Project will also construct infiltration basins to treat urban and storm water run off, lighting, and landscaping improvements.
17008	Catch Basin Trash Capture Device Installation Program	50,000	CP	Public Works	Install "full trash capture devices" at 30 high and medium trash generating catch basins at various locations in the City.
17009	Bassett High School Regional Infiltration Project	560,000	CP	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.
N-2	Catch Basin Trash Capture Device Installation Program - Annual Program	250,000	CP	Public Works	Install "full trash capture devices" at 30 high and medium trash generating catch basins at various locations in the City.

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2017-18 SCHEDULE OF POSITIONS

	<u>FY 14-15</u> <u>Amended</u>	<u>FY 15-16</u> <u>Amended</u>	<u>FY 16-17</u> <u>Adopted</u>	<u>FY 16-17</u> <u>Amended</u>	<u>FY 17-18</u> <u>Adopted</u>
<u>CITY COUNCIL & CITY MANAGER</u>					
City Manager	1.00	1.00	1.00	1.00	1.00
Assistant City Manager/Community Services Director	-	-	-	-	1.00
Assistant City Manager/CDC Director	1.00	-	-	-	-
Deputy City Manager	-	1.00	1.00	1.00	1.00
Management Analyst I / II	1.00	-	-	-	-
Sr. Redevelopment Project Manager	1.00	-	-	-	-
Economic Dev/Housing Manager	-	1.00	1.00	1.00	1.00
Econ Dev Project Coordinator	-	1.00	1.00	1.00	1.00
Economic Dev Specialist	-	-	1.00	1.00	1.00
Executive Asst to the City Manager	1.00	1.00	1.00	1.00	1.00
Sr Administrative Assistant	1.00	-	-	-	-
Administrative Assistant II	-	1.00	-	-	-
Administrative Assistant I	-	-	1.00	1.00	1.00
Total - City Council & City Manager	<u>6.00</u>	<u>6.00</u>	<u>7.00</u>	<u>7.00</u>	<u>8.00</u>
<u>CITY CLERK</u>					
Assistant City Clerk	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk	1.00	-	1.00	1.00	-
Administrative Assistant II	-	1.00	1.00	1.00	1.00
Administrative Technician	1.00	1.00	-	-	-
Total - City Clerk	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>2.00</u>
<u>FINANCE DEPARTMENT</u>					
Finance & Administrative Services Director	1.00	-	-	-	-
Finance Director	-	1.00	1.00	1.00	1.00
Assistant Finance Director	-	1.00	-	-	-
Revenue Manager	1.00	-	-	-	-
Accounting Manager	1.00	1.00	1.00	1.00	1.00
Purchasing Manager	-	1.00	1.00	1.00	1.00
Information Technology Manager	-	-	1.00	1.00	1.00
Computer Systems Administrator	1.00	1.00	1.00	-	-
IT Analyst I / II	-	-	-	1.00	1.00
Management Analyst I / II	2.00	2.00	2.00	2.00	2.00
Accountant	1.00	2.00	3.00	3.00	3.00
Accounting Technician	2.00	3.00	3.00	3.00	3.00
Computer Services Technician	2.00	2.00	1.00	1.00	1.00
Communications Technician	1.00	1.00	1.00	1.00	1.00
Reprographics Coordinator	-	1.00	1.00	1.00	-
Reprographics Technician	1.00	-	-	-	-
Sr. Administrative Assistant	-	1.00	1.00	1.00	1.00
Administrative Assistant II	1.00	-	-	-	-
Business License Inspector	1.00	-	-	-	-
Senior Account Clerk	4.00	2.00	2.00	1.00	1.00
Account Clerk	-	1.00	1.00	2.00	1.00
Total - Finance Dept	<u>19.00</u>	<u>20.00</u>	<u>20.00</u>	<u>20.00</u>	<u>18.00</u>

2017-18 SCHEDULE OF POSITIONS

	<u>FY 14-15</u> <u>Amended</u>	<u>FY 15-16</u> <u>Amended</u>	<u>FY 16-17</u> <u>Adopted</u>	<u>FY 16-17</u> <u>Amended</u>	<u>FY 17-18</u> <u>Adopted</u>
<u>HUMAN RESOURCES DEPARTMENT</u>					
Human Resources Director	-	1.00	1.00	1.00	1.00
Human Resources Manager	1.00	-	-	-	-
Safety & Claims Manager	1.00	-	-	-	-
Management Analyst I / II	-	2.00	2.00	1.00	1.00
Human Resources Technician	2.00	2.00	2.00	1.00	1.00
Office Assistant II	1.00	-	-	-	-
Administrative Aide	-	-	-	2.00	2.00
Total - Human Resources Dept	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>
<u>PLANNING DEPARTMENT</u>					
Planning Director	1.00	1.00	1.00	1.00	1.00
Principal Planner	1.00	-	-	-	-
Senior Planner	1.00	1.00	1.00	1.00	1.00
Senior Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Planning Assistant	1.00	2.00	2.00	2.00	-
Planning Associate	-	1.00	1.00	1.00	2.00
Total- Planning Dept	<u>5.00</u>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>	<u>5.00</u>
<u>POLICE DEPARTMENT</u>					
Police Chief	1.00	1.00	1.00	1.00	1.00
Police Captain	2.00	2.00	2.00	2.00	2.00
Police Lieutenant	5.00	6.00	6.00	6.00	6.00
Police Sergeant	12.00	13.00	13.00	13.00	13.00
Police Corporal	17.00	16.00	16.00	17.00	17.00
Police Officer	56.00	59.00	62.00	65.00	65.00
<i>Subtotal Sworn</i>	<u>93.00</u>	<u>97.00</u>	<u>100.00</u>	<u>104.00</u>	<u>104.00</u>
Police Administrative Services Manager	1.00	1.00	1.00	1.00	1.00
Police Records Supervisor	1.00	1.00	1.00	1.00	1.00
Criminal Justice Research Analyst	1.00	1.00	1.00	1.00	1.00
Senior Administrative Assistant	2.00	2.00	2.00	2.00	2.00
Code Enforcement Supervisor	-	1.00	1.00	1.00	1.00
Community Enhancement Coordinator	2.00	-	-	-	-
Community Enhancement Officer	-	1.00	1.00	1.00	1.00
Administrative Assistant I	1.00	1.00	1.00	1.00	1.00
Victim Advocate	1.00	1.00	1.00	1.00	1.00
Community Services Officer	12.00	12.00	12.00	12.00	11.00
Lead Jailer	-	-	1.00	1.00	1.00
Jailer	6.00	6.00	5.00	5.00	6.00
Records Clerk I	6.00	6.00	6.00	6.00	6.00
Records Clerk II	4.00	4.00	4.00	4.00	4.00
<i>Subtotal Admin Services, Records, Jail</i>	<u>37.00</u>	<u>37.00</u>	<u>37.00</u>	<u>37.00</u>	<u>37.00</u>

2017-18 SCHEDULE OF POSITIONS

	<u>FY 14-15</u> <u>Amended</u>	<u>FY 15-16</u> <u>Amended</u>	<u>FY 16-17</u> <u>Adopted</u>	<u>FY 16-17</u> <u>Amended</u>	<u>FY 17-18</u> <u>Adopted</u>
Software Development Manager	1.00	1.00	1.00	1.00	1.00
Senior Software Developer	2.00	2.00	2.00	2.00	2.00
Software Developer	6.00	6.00	6.00	6.00	6.00
User Support Specialist	1.00	1.00	1.00	1.00	1.00
Computer Services Technician	1.00	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>	<u>11.00</u>
Communications Manager	-	1.00	1.00	1.00	1.00
Communications Supervisor	4.00	4.00	4.00	4.00	4.00
Public Safety Dispatcher	10.00	10.00	10.00	10.00	10.00
Senior Communications Operator	4.00	4.00	4.00	4.00	4.00
<i>Subtotal Dispatch</i>	<u>18.00</u>	<u>19.00</u>	<u>19.00</u>	<u>19.00</u>	<u>19.00</u>
Total - Police Dept	<u>159.00</u>	<u>164.00</u>	<u>167.00</u>	<u>171.00</u>	<u>171.00</u>
<u>FIRE DEPARTMENT</u>					
Fire Chief	1.00	1.00	1.00	1.00	1.00
Assistant Fire Chief	3.00	3.00	3.00	3.00	3.00
Assistant Fire Chief / Fire Marshal	1.00	1.00	-	-	-
Fire Captain	18.00	18.00	18.00	18.00	15.00
Fire Engineer	18.00	18.00	18.00	18.00	15.00
Firefighter / Paramedic	36.00	35.00	35.00	35.00	33.00
Firefighter	3.00	1.00	1.00	1.00	3.00
<i>Subtotal Sworn</i>	<u>80.00</u>	<u>77.00</u>	<u>76.00</u>	<u>76.00</u>	<u>70.00</u>
Fire Marshal	-	-	1.00	1.00	-
Deputy Fire Marshal	1.00	1.00	-	-	-
Fire Protection Specialist	-	-	-	-	1.00
Management Analyst I / II	-	-	1.00	1.00	1.00
Senior Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Administrative Aide	-	-	1.00	1.00	1.00
Senior Account Clerk	1.00	1.00	1.00	1.00	1.00
<i>Subtotal Non Sworn</i>	<u>3.00</u>	<u>3.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>
Total - Fire Dept	<u>83.00</u>	<u>80.00</u>	<u>81.00</u>	<u>81.00</u>	<u>75.00</u>
<u>PUBLIC WORKS DEPARTMENT</u>					
Public Works Director / City Engineer	1.00	1.00	1.00	1.00	1.00
Assistant City Engineer	-	-	1.00	1.00	1.00
Management Analyst I / II	1.00	1.00	1.00	1.00	1.00
Senior Administrative Assistant	1.00	1.00	1.00	1.00	1.00
Administrative Assistant I	-	1.00	1.00	1.00	1.00
Office Assistant II	1.00	-	-	-	-
<i>Subtotal Administration</i>	<u>4.00</u>	<u>4.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>
Deputy Building Official	1.00	1.00	1.00	1.00	1.00
Building Inspector	2.00	2.00	2.00	2.00	2.00
Building Permit Technician	2.00	2.00	2.00	2.00	2.00
<i>Subtotal Building</i>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>

2017-18 SCHEDULE OF POSITIONS

	<u>FY 14-15</u> <u>Amended</u>	<u>FY 15-16</u> <u>Amended</u>	<u>FY 16-17</u> <u>Adopted</u>	<u>FY 16-17</u> <u>Amended</u>	<u>FY 17-18</u> <u>Adopted</u>
Public Works Project Supervisor	-	1.00	1.00	1.00	1.00
Civil Engineering Associate	2.00	1.00	-	-	-
Civil Engineering Assistant	1.00	1.00	1.00	1.00	1.00
Engineering Technician	1.00	1.00	1.00	1.00	1.00
<i>Subtotal Engineering</i>	<u>4.00</u>	<u>4.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
Maintenance Operations Manager	1.00	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	1.00
Street Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00
Building Maintenance Leadworker	1.00	1.00	1.00	1.00	1.00
Electrician II	2.00	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	2.00
Maintenance Leadworker	8.00	8.00	8.00	8.00	8.00
Senior Maintenance Worker	6.00	6.00	6.00	6.00	6.00
Maintenance Worker I / II / III	10.00	10.00	10.00	12.00	12.00
Senior Administrative Assistant	1.00	-	-	-	-
Administrative Assistant II	-	1.00	1.00	1.00	1.00
Administrative Assistant I	1.00	1.00	1.00	1.00	1.00
Administrative Aide	1.00	1.00	-	-	-
Account Clerk	1.00	-	-	-	-
Senior Account Clerk	-	1.00	1.00	1.00	1.00
Contract Coordinator	1.00	1.00	1.00	1.00	1.00
Fleet Contracts Coordinator	-	-	-	-	1.00
Operations Technician	1.00	1.00	1.00	1.00	1.00
<i>Subtotal Maintenance</i>	<u>42.00</u>	<u>42.00</u>	<u>41.00</u>	<u>43.00</u>	<u>40.00</u>
Total - Public Works Dept	<u>55.00</u>	<u>55.00</u>	<u>54.00</u>	<u>56.00</u>	<u>53.00</u>
<u>COMMUNITY SERVICES DEPARTMENT</u>					
Community Services Director	1.00	1.00	1.00	1.00	-
Community Services Manager	1.00	1.00	-	-	1.00
Recreation Superintendent	-	-	1.00	1.00	1.00
Management Analyst I/II	1.00	1.00	1.00	1.00	-
Recreation Services Supervisor	1.00	1.00	1.00	-	-
Senior Citizens Services Supervisor	1.00	1.00	1.00	1.00	1.00
Administrative Assistant II	-	-	1.00	1.00	1.00
Administrative Assistant I	1.00	1.00	1.00	1.00	1.00
Cook	1.00	1.00	1.00	1.00	1.00
Senior Account Clerk	1.00	-	-	-	-
Community Services Coordinator	2.00	2.00	2.00	3.00	3.00
Office Assistant II	-	1.00	-	-	-
Total - Community Services Dept	<u>10.00</u>	<u>10.00</u>	<u>10.00</u>	<u>10.00</u>	<u>9.00</u>
<u>GRAND TOTAL</u>	<u>345.00</u>	<u>349.00</u>	<u>353.00</u>	<u>359.00</u>	<u>346.00</u>