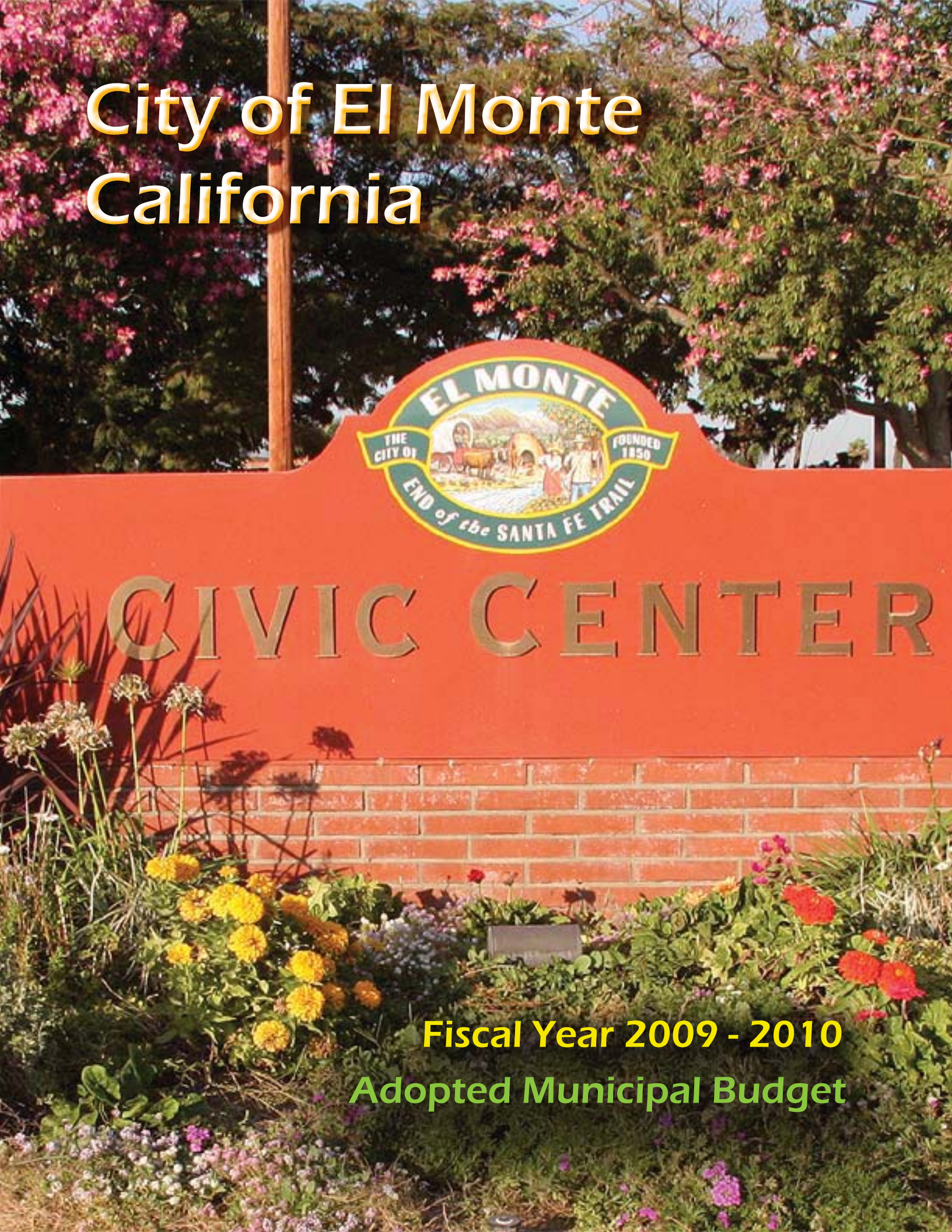
City of El Monte
California



Fiscal Year 2009 - 2010
Adopted Municipal Budget

CITY OF EL MONTE

2009 - 2010

ELECTED OFFICIALS

MAYOR ..... ERNEST G. GUTIERREZ

MAYOR PRO TEM ..... JUVENTINO "J" GOMEZ

COUNCILMAN ..... ART BARRIOS

COUNCILWOMAN ..... EMILY ISHIGAKI

COUNCILWOMAN ..... PATRICIA A. WALLACH

CITY CLERK ..... LORENE GUTIERREZ

CITY TREASURER ..... HENRY J. VELASCO

ADMINISTRATIVE STAFF

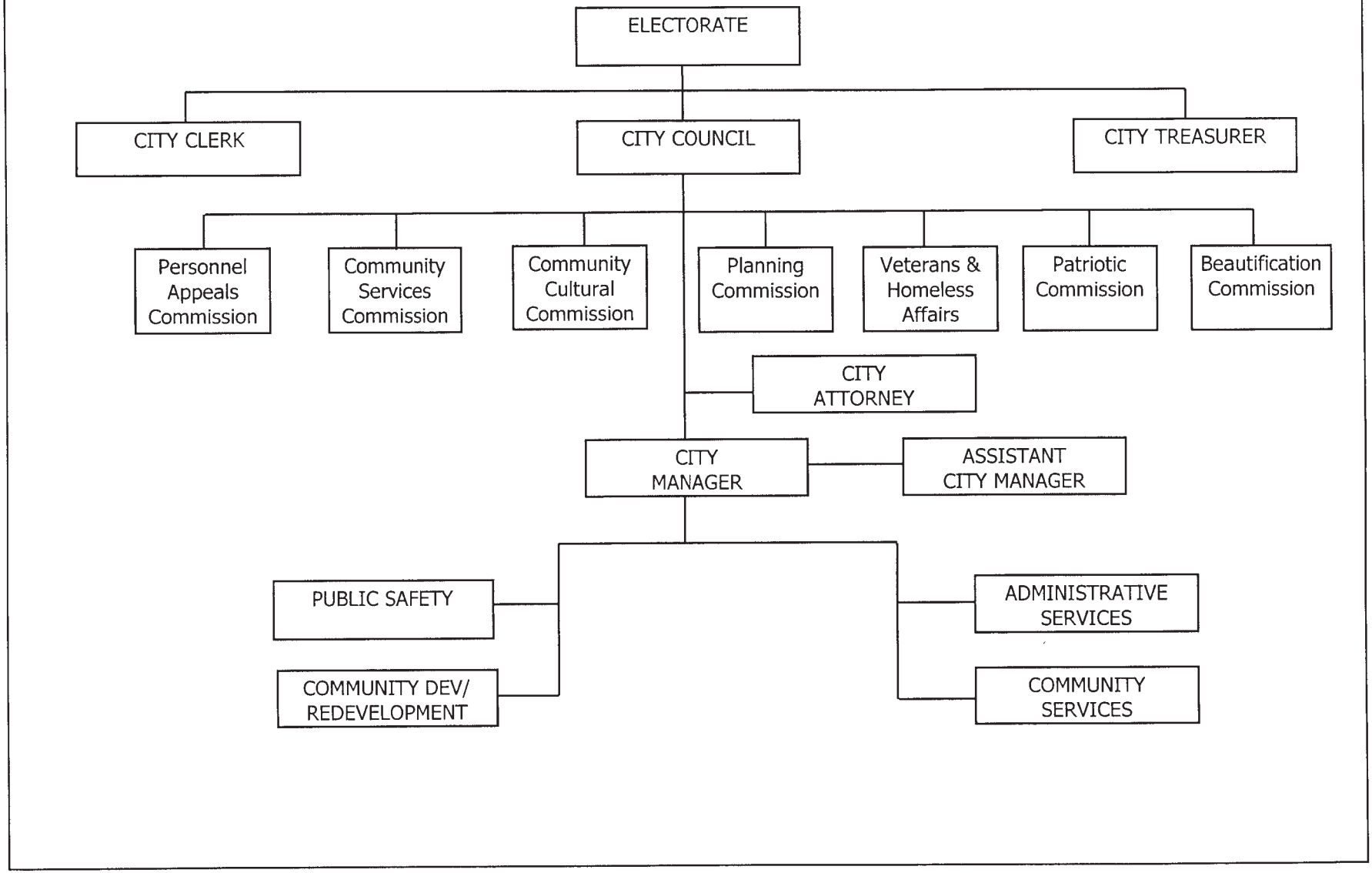
CITY MANAGER ..... JAMES W. MUSSENDEN

ASSISTANT CITY MANAGER ..... DANTE G. HALL

CITY ATTORNEY ..... E. CLARKE MOSELEY

DEPUTY CITY MANAGER FOR ADMINISTRATIVE SERVICES ..... MARCIE MEDINA

CITY OF EL MONTE



Mission Statement

The City of El Monte is committed to providing quality public services and promoting the well being of our diverse community.

Through our…

- *Commitment to Excellence*
- *Being Business Friendly*
- *Ethical Behavior*
- *Being Visionary and Proactive*
- *Integrity and Honesty*
- *Exemplary Customer Service*
- *Teamwork*

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James W. Mussenden
City Manager

Danté G. Hall
Assistant City Manager

CITY OF EL MONTE
CITY MANAGER'S OFFICE

June 30, 2009

Honorable Mayor and
Members of the City Council
City of El Monte
11333 Valley Boulevard
El Monte, California 91731

Dear Mayor and Members of the City Council:

The City Council and staff have been working diligently the last three years to establish common goals and have strategic plan meetings every six months. The City has set three-year goals as part of the strategic plan. Such goals and objectives are reflected in this budget. The City budget is a policy document that allocates estimated resources to programs and services based on organizational priorities.

The Adopted Budget takes into consideration the discussions and comments made by the City Council and the public during the budget workshops. The budget process started with the Mid-year Review which reflected an additional decline in revenues and increased expenditures resulting in depletion of reserves. The City Council had already been presented with a Budget Reduction Plan to prevent the complete depletion of working capital reserves. The plan included layoffs and various other departmental reductions. The Mid-year review reflected an even more severe situation. The City proposed salary reductions of 10% which resulted in furloughs, pay cuts and layoffs.

The 2009-10 budget process was a zero-based budget approach. The General Fund revenues were projected and fixed general expenditures were deducted to arrive at the General Fund resources available for allocation to the various City departments. Each department had to work within their allocated amount and prioritize their operations. All departments were required to absorb increased cost of goods and services with fewer monies. The gap created by severe drop in general fund revenues necessitated additional reductions in costs. In order to propose a balanced budget, the City eliminated programs and services and had to go through additional layoffs. Furthermore, the City asked our labor units to work together in order to strike a balance without further devastating the workforce and services to the community. Labor units that had a cost of living increase in July agreed to defer it for a year. Also, all labor units agreed to forgo $200 medical contribution a month, and units that participate in PARS agreed to contribute 5% to this retirement plan out of pocket. It was the collaborative effort of City employees, labor units, management and elected officials that made a balanced budget a reality.

The total estimated General Fund revenues and transfers for City Fiscal Year 2009-10 are $49,409,400. The General Fund revenues for Fiscal Year 2009-10 have decreased substantially from the past year. The decrease is due mainly to the loss of sales tax revenue. In particular for the City of El Monte, this loss is due to the very sharp decline in sales tax from the auto industry beginning in early 2008. A continued slow down in the economy during City Fiscal Year 2009-10 could result in further reductions of the City's major revenue sources. Also, the ongoing State budget problems, if not resolved for State Fiscal Year 2009-10, could result in additional loss of revenues due to even more state takeaways in the future.

The total General Fund budget for City Fiscal Year 2009-10 is $49,409,400. The City is faced with the ongoing challenge of achieving a balanced operating budget, and during City Fiscal Year 2009-10, the City will be working with no operating reserves. In my 26 years as an employee of the City, I cannot recall any other previous City Fiscal Year in which so little money was available to the City as a starting reserve or cushion for financial contingencies. Operations in the coming City Fiscal Year 2009-10 will require continued focus and ongoing discipline to stay within our budget.

11333 VALLEY BOULEVARD, EL MONTE, CALIFORNIA 91731-3293 / (626) 580-2001 / FAX (626) 453-3612
EMAIL: CityManager@ci.el-monte.ca.us WEBSITE: www.ci.el-monte.ca.us

Over the past two (2) fiscal years, the City has been very active in producing new, local sources of revenue. In November 2008, City voters showed very solid confidence in the City by approving a new transactions tax which took effect on April 1, 2009. This new tax will be in effect for only the next four and one-half (4½) years, and was expected to help build-up the City's reserves to acceptable levels in accordance with the City Fund Balance Reserve Policy. The passage of the transactions tax initiative was also planned to help alleviate the City's structural deficit. However, since June 2008, when the new tax measure was placed on the November 2008 ballot, the State and national economy have both suffered major setbacks. Now, on the eve of City Fiscal Year 2009-10, we can see that the new transactions tax does not make up for the tremendous loss in sales tax revenues and other revenues which the City experienced in 2008-09.

In conclusion, I would like to take this opportunity to commend our City employees for their dedication and professional service to the community and to encourage them to continue providing outstanding service to the residents and businesses in El Monte, especially in these challenging times. I would also like to commend you, the Mayor and the City Council, for the decisiveness you have shown with implementing the difficult budget decisions for City Fiscal Year 2009-10. Your continued interest and support will be crucial for our success in City Fiscal Year 2009-10.

Respectfully submitted,

James W. Mussenden

JAMES W. MUSSENDEN
City Manager

RESOLUTION NO. 9041

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL MONTE, CALIFORNIA ADOPTING THE BUDGET FOR THE 2009-2010 FISCAL YEAR.

WHEREAS, the City of El Monte wishes to adopt a fiscal budget for the fiscal year beginning July 1, 2009 to June 30, 2010; and

WHEREAS, such budget has been reviewed by the City Council with regard to the approval of estimated revenues and expenditures; and

WHEREAS, budget adoption sets the financial plan for the fiscal year.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of El Monte that the 2009-2010 fiscal budget is hereby adopted.

SECTION 1. This Resolution shall take effect upon its adoption.

PASSED AND ADOPTED by the City Council of the City of El Monte at its regular meeting on this 30th day of June, 2009.

Ernest G. Gutierrez,
Mayor of the City of El Monte

ATTEST:

Lorene Gutierrez
City Clerk of the City of El Monte

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF EL MONTE)

I, Lorene Gutierrez, City Clerk of the City of El Monte, do hereby certify that the above and foregoing Resolution No. 9041 was passed, approved, and adopted by the City Council of the City of El Monte, signed by the Mayor and attested by the City Clerk at a meeting of said City held on this 30th day of June 2009, and that said Resolution was adopted by the following votes to wit:

AYES: Mayor Gutierrez, Councilman Barrios, Councilman Gomez, Councilwoman Ishigaki and Councilwoman Wallach

NOES: None

ABSTAIN: None

ABSENT: None

Lorene Gutierrez

Lorene Gutierrez,
City Clerk of the City of El Monte

RESOLUTION NO. 8933

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL MONTE, CALIFORNIA ADOPTING A FUND BALANCE RESERVE POLICY FOR THE GENERAL FUND

WHEREAS, the City Council of the City of El Monte wishes to adopt a formal General Fund reserve policy to establish appropriate levels of working capital/operating reserves and undesignated fund balance; and

WHEREAS, the establishment and maintenance of appropriate working capital reserves and undesignated fund balance is critical to maintaining a financially stable organization; and

WHEREAS, the build-up of adequate reserves helps to mitigate the effects of economic volatility and uncertainty; and

WHEREAS, the build-up of adequate reserves improves the city's credit rating which has the long-term effect of reducing the cost of borrowing money when such action is necessary or prudent; and

WHEREAS, the adoption of clear general fund reserves policy is a foundation to strong fiscal management.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of El Monte that the General Fund reserve policy is hereby adopted.

SECTION 1. This Resolution shall take effect upon its adoption.

PASSED AND ADOPTED by the City Council of the City of El Monte at its regular meeting on this 8th day of July, 2008.

Ernest G. Gutierrez,
Mayor of the City of El Monte

ATTEST:

M. Helen Lopez
Chief Deputy City Clerk/Records Manager

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF EL MONTE)

I, M. Helen Lopez, Chief Deputy City Clerk/Records Manager, do hereby certify that the above and foregoing Resolution No. 8933 was passed, approved, and adopted by the City Council of the City of El Monte, signed by the Mayor and attested by the City Clerk at a meeting of said City held on this 8th day of July 2008, and that said Resolution was adopted by the following votes to wit:

AYES: Mayor Gutierrez, Mayor Pro Tem Gomez, Councilman Barrios, Councilwoman Ishigaki and Councilwoman Wallach

NOES: None

ABSTAIN: None

ABSENT: None

M. Helen Lopez

M. Helen Lopez
Chief Deputy City Clerk/Records Manager

FUND BALANCE AND RESERVES

PURPOSE:

To establish a Fund Balance Reserve Policy for the General Fund.

DEFINITIONS:

Fund Balances – Fund balances represent the net assets of each fund, assets less liabilities.

Reserves and Designations – Portions of fund balance that have been restricted for certain specific purposes. Financial resources not available for appropriation.

Working Capital/Operating Reserves – Portions of fund balance restricted for cash flow for operations.

Contingency Reserves – Portions of fund balance restricted for unforeseen operating and capital needs, economic uncertainties, local disasters, and other financial hardships.

Unreserved and Undesignated – The portion of fund balance that is not restricted as to use. The fund balance available for use.

POLICY:

Working Capital/Operating Reserves – Equal to $5,000,000 (approximately one month's worth of General Fund expenditures.

Unreserved and Undesignated Fund Balances – Maintained at 15% of General Fund Budget.

These are considered the minimum levels necessary to adequately provide for cash flow requirements, unforeseen operating or capital needs, economic uncertainties, local disasters, and other financial hardships or downturns in the economy.

RESOLUTION NO. 9061

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL MONTE, CALIFORNIA, ESTABLISHING THE APPROPRIATION LIMIT PURSUANT TO THE PROVISIONS OF THE CALIFORNIA CONSTITUTION ARTICLE XIIIB FOR THE FISCAL YEAR 2009-10 TO BE $103,323,988.

WHEREAS, on November 4, 1979, the people of the State of California enacted Proposition 4 known as the "Gann Initiative"; and

WHEREAS, Proposition 4 added Article XIIIB to the California Constitution and the City Council of the City of El Monte, California (the "City" shall establish the appropriation limit for the City for fiscal year 2009-10 in accordance with the criteria as specified by applicable law.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF EL MONTE, CALIFORNIA, DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The City Council hereby establishes the appropriation limit for the City for fiscal year 2009-10 to be $103,323,988.

SECTION 2. This Resolution shall take effect upon adoption. The City Clerk shall certify to the adoption of this Resolution.

Passed, approved and adopted this 18th day of August, 2009.

Ernest H. Gutierrez
Mayor of the City of El Monte

ATTEST:

Irene Gutierrez
City Clerk of the City of El Monte

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STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF EL MONTE)

I, LORENE GUTIERREZ, City Clerk of the City of El Monte, hereby certify that the foregoing Resolution No. 9061 was passed and adopted by the City Council of the City of El Monte, signed by the mayor and attested to by the City Clerk at a regular meeting of said Council held on the 18th day of August, 2009, and that said Resolution was adopted by the following vote, to-wit:

AYES: Mayor Gutierrez, Councilman Barrios, Councilman Gomez and Councilwoman Wallach

NOES: None

ABSENT: Councilwoman Ishigaki

Lorene Gutierrez
City Clerk of the City of El Monte

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CITY OF EL MONTE
2009-2010
APPROPRIATIONS LIMIT CALCULATION

A. 2008-2009 APPROPRIATIONS LIMIT:		$ 101,892,565
B. CHANGE IN CPI:	0.62%	
C. CHANGE IN POPULATION: **	0.78%	
D. RATIO OF CHANGE (1.0062 x 1.0078)		x $ 1.014048
E. 2008-2009 APPROPRIATIONS LIMIT:		**$ 103,323,988**

** These amounts were obtained from the State of California, Department of Finance as applicable in setting the 2009-2010 Appropriations Limitation.

FINANCIAL POLICIES

The purpose of this section is to present a summary of the policies that the City of El Monte follows in managing its financial and budgetary affairs. Most of the policies listed below are not new, but represent long-standing principles and traditions which guide the City.

AUDITING AND FINANCIAL REPORTING

- California State Statute requires an annual audit of the books of account, financial records and transactions of all administrative departments of the City by Independent Certified Public Accountants.
- The City will produce annual financial reports in accordance with Generally Accepted Accounting Principles (GAAP) as outlined in Governmental Accounting, Auditing and Financial Reporting (GAAFR).

REVENUE POLICY

- The City will try to maintain a diversified and stable revenue system to shelter it from short run fluctuations in any one-revenue source.
- The City will follow an aggressive policy of collecting revenues with the implementation of a new cashiering system.
- The City will establish all user charges and fees at a level closely related to the full cost (operating, direct, indirect and capital) of providing the service. The City will continue to review fees/charges periodically.

INVESTMENT OF IDLE FUNDS

- The safeguarding of all public monies shall be the highest priority. Public money shall not be invested or managed in any manner, which would jeopardize the safety of the principal pursuant to California Government Code Section 53635.
- The City's investment policy is reviewed and approved annually by the City Council.
- Direct responsibility for managing the City's investment portfolio rests with the City Treasurer.
- All investments are made in accordance with the following criteria, stated in order of priority: safety, liquidity and yield.

PURCHASING POLICY

- The City's departments will purchase the best value obtainable, securing the maximum benefit for each tax dollar expended, while giving all qualified vendors an equal opportunity to do business with the City.
- Whenever possible, local vendors shall be included as sources for all purchases.

RISK INSURANCE POLICY

- The City is self-insured for the first $250,000 on each general liability claim against the City. The insurance coverage in excess of the self-insured amount is provided by The Independent Cities Risk Management Authority (ICRMA) up to a limit of $20,000,000 for general liability.
- The City is self-insured for workers compensation for the first $400,000 on each workers compensation claim. The insurance coverage in excess of the self-insured amounts is provided through the California State Association of Counties Excess insurance Authority (CSAC-EIA).

FIXED ASSET POLICY

- To safeguard the investment in fixed assets.
- To comply with state laws and regulations.
- When disposing of fixed assets every effort should be made to recover some of the original cost by selling and or trading in the fixed asset.

ACCOUNTING POLICIES

BASIS OF ACCOUNTING

The City's **Governmental Fund Types** (General, Special Revenue, Debt Service and Capital Projects Fund) are accounted for on a "spending" or "financial flow" measurement focus. Accordingly, only current assets and current liabilities are included on the balance sheets and the reported fund balances (total reported assets less total reported liabilities) provide an indication of available spendable resources. Operating statements for Governmental Fund Types, on a spending measurement focus, report increases (revenues) and decreases (expenditures) in available spendable resources.

The **modified-accrual basis of accounting** is followed by the Governmental Fund Types. Under the modified-accrual basis of accounting, revenues are recorded when susceptible to accrual, i.e., both measurable and available. Available means collectible within the current period as soon enough thereafter to be used to pay liabilities of the current period. Revenue considered susceptible to accrual includes property taxes, sales taxes, interest and motor vehicle license fees. Expenditures are recognized under the modified-accrual basis of accounting when the related fund liability is incurred, if measurable, except for compensated absences not payable within one year, and interest and principal on long-term debt which are recorded when due.

Proprietary Fund Types are accounted for on an "income determination" or "cost of services" measurement focus. Accordingly, all assets and all liabilities are included on the balance sheets, and the reported fund equity (total reported assets less total reported liabilities) provides an indication of the economic net worth of the funds. The operating statements for the City's Proprietary Fund types report increases (revenues) and decreases (expenses) in total economic net worth. All Proprietary Fund Types are accounted for using the accrual basis of accounting. Revenues are recognized when earned, and expenses are recognized when incurred.

CLASSIFICATION OF FUNDS

GOVERNMENTAL FUND TYPES:

The General Fund, Special Revenue Funds, Debt Service Funds and Capital Projects Funds are governmental fund types and are budgeted and reported on the modified accrual basis.

GENERAL FUND

The General Fund accounts for all the general revenue of the City not specifically levied or collected for other City funds. The General Fund provides for expenditures related to the rendering of general services by the City.

SPECIAL REVENUE FUNDS

The Special Revenue Funds account for the proceeds of specific revenue sources that are legally restricted for expenditures related to specific purposes.

DEBT SERVICE FUNDS

The Debt Service Funds account for the accumulation of resources for, and the payment of, general long-term debt principal and interest of the City's related entities.

CAPITAL PROJECTS FUNDS

The Capital Projects Funds account for financial resources to be used for the acquisition or construction of major capital facilities by the City except for those financed by Proprietary Funds.

PROPRIETARY FUND TYPES:

The Enterprise and Internal Service Funds are proprietary type funds. These funds are accounted for on a cost of service basis.

ENTERPRISE FUND

The Water Authority is used to account for the operations of the City's water utility. Such activities include administration, operations, maintenance, billing, and collection. The City approved a sewer assessment and established a Sewer Fund in June 2008. The Sewer Fund will account for all sewer activities.

INTERNAL SERVICE FUNDS

The Internal Service Funds account for financing of goods or services provided by one City department to other departments of the City on a cost-reimbursement basis.

TRUST AND AGENCY FUNDS

The Agency Fund is used to report resources held by the City in a purely custodial capacity, which involves only the receipt, temporary investment and remittance of fiduciary resources to individuals, private organizations or other governments.

MAJOR REVENUES & TRANSFERS-IN

Property Tax

All taxable real and personal property within the City limits is subject to ad valorem taxation, a tax based on value which is secured by a lien on real property. These taxes are subject to the 1% of market Value limitations of Proposition 13. The City share of the 1% varies from year to year. Taxes on the base value only of real property lying within the boundaries of the El Monte Community Redevelopment Agency are also included in this revenue source.

Sales & Use Tax

The City receives, by State law, $.01 of every $.0775 of sales tax collected for sales occurring within the City limits. The retail sales tax is levied against the gross receipts from sales of most tangible personal property except those sold for resale, food for human consumption, prescription medicine, and any form of animal life considered as food. In 1993-94, the voters of California voted to extend the sales tax by $.005 to $.0825. These additional monies fund public safety.

The State's 2004 "triple flip" revenue takeaway has substituted "sales taxes in-lieu" of property tax origin for sales taxes.

On April 1, 2009, the state extended the sales tax by $.01 and the City also increased the sales tax by $.005 increasing the sales tax to $.0975. The City increase will sunset in five years.

On July 1, 2009, the County increased the tax by another $.005, resulting in sales tax increasing to $.1025.

Franchise Tax

These fees are charged to electrical and gas utilities (except telephone), cable TV, and refuse collection companies for the privilege of operating on City streets. The fees are generally measured according to gross receipts from sales within the City. The receipts from electrical and gas utilities are its major sources.

Utility User Tax

The City receives a certain percent of the user charges by utility companies upon every user of the following services: electric, gas, and telecommunications. The tax is imposed for electric and gas at the rate of 7% and telecommunications at 6.5%.

Transient Occupancy Tax This tax, which is derived from transient guests, is levied at the discretion of Cities and Counties. It applies to any occupancy shorter than 30 days in length. The City levies a 10% tax.

Business License Tax These are fees on businesses and occupations that must be licensed before doing business within the City. The City has different fees listed in the Municipal Code for the various types of businesses such as commercial, wholesale, industrial, professional, repair and maintenance, etc. These fees may be a fixed fee or on gross receipts.

Charges for Service The Charges for Service revenue category captures costs for the consumer services provided to external customers. The range of these market-based services is wide, and includes: plan checking, building permits, duplication of materials, culture and leisure classes, police, engineering, and other service fees.

Transfers-In A transfer-in is an inter-fund transfer of funds to subsidize operations and is not revenue generated by operations. To better reflect the true operating revenue of a fund, we have segregated transfers-in from operating revenues on the Summary of Resources and Requirements by Fund and Estimated Revenues.

City of El Monte

SUMMARY OF RESOURCES AND REQUIREMENTS BY FUND

FISCAL YEAR 2009-2010

	FUND DESCRIPTIONS	EXPENDABLE FUND BALANCE July 1, 2009	ESTIMATED REVENUE	TRANSFERS IN	AVAILABLE RESOURCES	OPERATING EXPENDITURES	TRANSFERS OUT	TOTAL REQUIREMENTS	EXPENDABLE FUND BALANCE June 30, 2010
100	**GENERAL FUND**	-	**46,494,400**	**2,915,000**	**49,409,400**	**49,409,400**	-	**49,409,400**	-
	SPECIAL REVENUE FUNDS								
600	RETIREMENT FUND	16,763,100	9,309,000	-	26,072,100	9,605,000		9,605,000	16,467,100
1000	PARKING & BUS IMPROV FUND	150,782	107,000		257,782	95,200	15,000	110,200	147,582
1500	CDBG	247,012	3,246,800	-	3,493,812	3,246,800		3,246,800	247,012
1600	HOME FUNDS	618,351	1,480,700		2,099,051	1,480,700		1,480,700	618,351
2400	EMERGENCY SHELTER GRANT	33,291	119,000		152,291	119,000		119,000	33,291
2500	AQMD	90,067	171,000	-	261,067	105,500		105,500	155,567
1900	PROP A	2,104,366	1,971,300		4,075,666	2,168,800		2,168,800	1,906,866
2700	PROP C	1,760,564	1,528,100		3,288,664	1,399,600		1,399,600	1,889,064
3000	GAS TAX	-	3,024,000		3,024,000	-	2,900,000	2,900,000	124,000
3100	WASTE MANAGEMENT (AB939)	622,522	745,000		1,367,522	856,869		856,869	510,653
2600	ASSET FORFEITURE	843,610	602,200		1,445,810	705,500		705,500	740,310
3200	SLES FUND	481,224	245,000		726,224	294,000		294,000	432,224
-	MISCELLANEOUS SPECIAL REVENUE	-	677,200		677,200	521,015		521,015	156,185
TOTAL SPECIAL REVENUE FUNDS		**29,321,332**	**23,226,300**	-	**52,547,632**	**20,597,984**	**2,915,000**	**23,512,984**	**29,034,648**
CAPITAL PROJECTS FUND									
-	CAPITAL PROJECTS FUND	**1,080,000**	-	-	**1,080,000**	**1,080,000**	-	**1,080,000**	-
INTERNAL SERVICE FUND									
-	SELF INSURANCE FUND	-	**3,000,000**	-	**3,000,000**	**2,854,000**	-	**2,854,000**	**146,000**
ENTERPRISE FUNDS									
-	SEWER FUND	1,500,000	3,023,000	-	4,523,000	1,958,400	-	1,958,400	2,564,600
300	WATER LEASE FUND **	-	225,600	400,000	625,600	1,918,500		1,918,500	(1,292,900)
TOTAL ENTERPRISE FUNDS		**1,500,000**	**3,248,600**	**400,000**	**5,148,600**	**3,876,900**	-	**3,876,900**	**1,271,700**
TOTAL CITY BUDGET		**31,901,332**	**75,969,300**	**3,315,000**	**111,185,632**	**77,818,284**	**2,915,000**	**80,733,284**	**30,452,348**

** Transfer In from Water Authority

City of El Monte

General Fund

Revenues

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Projected at Year End	2009-10 Estimated Budget
TAXES						
	PROPERTY TAX	12,007,173	13,893,989	14,696,362	14,736,800	14,940,800
	FRANCHISE TAX	2,217,439	2,073,182	1,972,762	1,974,400	1,974,400
	SALES AND USE TAX	18,774,064	19,668,316	18,750,448	14,206,000	13,006,000
	PUBLIC SAFETY AUGMENTATION	379,824	382,259	377,073	274,000	274,000
	OCCUPANCY TAX	320,297	326,312	315,076	298,000	298,000
	PROPERTY TRANSFER TAX	365,200	266,729	174,847	120,000	120,000
	PROPERTY MAINT ASSESSMENT	-	1,667	150	3,000	-
	SEWER ASSESSMENT	20,687	28,526	23,816	-	-
	UTILITY USER TAX	8,526,617	8,744,118	8,820,706	8,509,000	8,509,000
		42,611,301	**45,385,098**	**45,131,240**	**40,121,200**	**39,122,200**
LICENSE & PERMITS						
	BUSINESS LICENSES	1,975,656	1,935,003	1,999,419	1,930,000	1,930,000
	CONTRACTORS LICENSES	192,866	187,047	203,136	103,000	110,000
	BUILDING PERMITS	574,197	453,832	512,089	357,000	350,000
	PLUMBING PERMITS	45,556	49,709	44,715	29,000	29,000
	ELECTRICAL PERMITS	79,984	99,964	74,112	48,000	48,000
	SEWER PERMITS	4,713	6,231	3,711	1,800	1,800
	CERTIFICATE OF OCCUPANCY	92,700	165,474	173,502	298,700	200,000
	MOBILE HOME PARK PERMITS	9,640	13,130	12,001	3,000	9,000
	FILMING PERMIT	900	200	2,200	1,000	1,000
	ENERGY REVIEW FEE (5%)	9,273	12,324	15,475	8,300	10,000
	FIRE PREVENTION PERMIT FEES	-	-	57,495	70,000	70,000
	OTHER PERMITS	26,521	43,273	3,192	21,600	21,000
		3,012,005	**2,966,187**	**3,101,047**	**2,871,400**	**2,779,800**
INTERGOVERNMENTAL						
	IN LIEU TAX	798,016	786,789	538,617	300,000	300,000
	OFF-HIGHWAY FEES	4,732	-	-	-	-
	VLF BACKFILL	2,067,467	-	-	-	-
	HOMEOWNERS PROPERTY TAX RELIE	45,921	45,647	46,257	35,000	35,000
	STATE REIMB. OF BOOKING FEES	-	27,277	3,028	3,000	3,000
		2,916,135	**859,713**	**587,902**	**338,000**	**338,000**
CHARGES FOR SERVICES						
	POLICE FEES	574,582	1,040,207	947,729	839,300	839,300
	ENGINEERING FEES	111,845	316,388	220,556	166,000	166,000
	PLANNING & ZONING FEES	494,738	627,493	572,663	362,000	362,000
	TRAFFIC SAFETY FEES	437,773	523,481	389,960	981,000	981,000
	RECREATION FEES	850,022	602,752	828,623	677,200	677,200
	SURCHARGE FEES	14,343	9,434	8,333	-	-
	MISCELLANEOUS FEES	25,337	40,094	26,307	9,500	10,000
		2,508,640	**3,159,849**	**2,994,172**	**3,035,000**	**3,035,500**

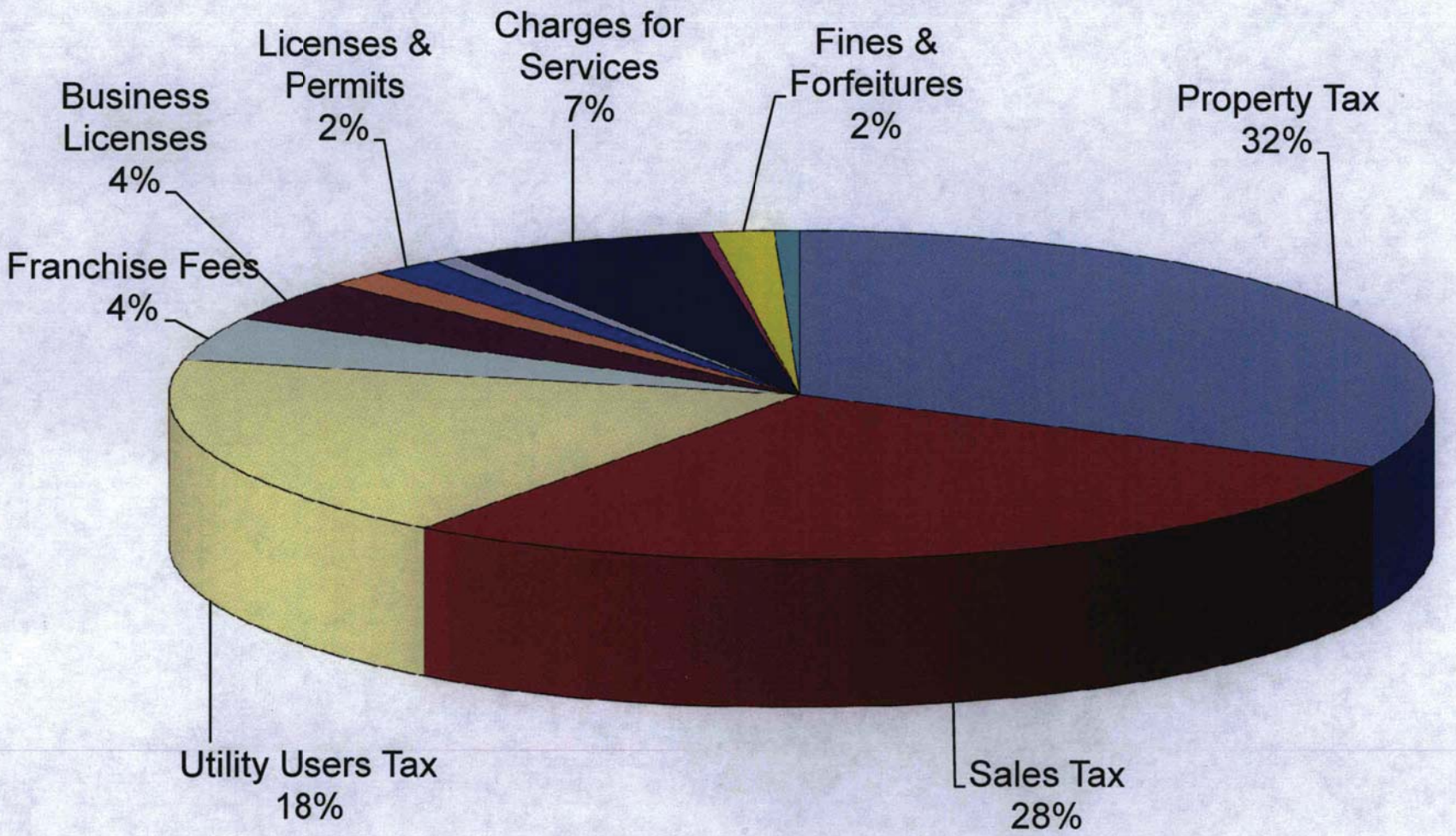
City of El Monte

General Fund

Revenues

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Projected at Year End	2009-10 Estimated Budget
USE OF MONEY & PROPERTY						
	INTEREST INCOME	696,928	394,398	280,069	150,000	150,000
	RENTAL INCOME	54,051	47,336	51,048	34,000	16,000
		750,979	**441,734**	**331,116**	**184,000**	**166,000**
FINES & FORFEITURES						
	COURT FINES	6,359	5,805	6,155	6,000	6,000
	PARKING TICKET REVENUE	554,033	423,840	460,925	630,000	460,000
	FINES - CIVIL CONFINEMENT	59,920	42,444	43,903	43,000	43,000
	FINES AND BAIL FORFEITURES	102,865	201,158	308,276	210,000	210,000
	CODE ENFORCEMENT FINES	14,811	3,400	21,014	21,000	21,000
	GRAFFITI VANDALISM RESTITUTION	4,150	3,975	3,450	3,500	3,500
		742,138	**680,622**	**843,723**	**913,500**	**743,500**
OTHER REVENUE						
	SALE OF MAPS, BOOKS, ETC.	1,607	6,540	1,422	1,500	1,500
	VENDING MACHINE COMMISSIONS	588	457	817	500	500
	COMMISSION ON PUBLIC TELEPHONE	7,443	4,476	3,789	-	-
	REGENCY. BILLBOARD PERMITS	40,000	40,000	40,000	40,000	40,000
	VISITATION REVENUE	2,350	3,225	2,204	3,000	3,000
	SB90 MANDATED COST REIMB.	36,882	155,389	28,581	6,700	-
	SALE OF FIXED ASSETS	765	7,850	(750)	-	-
	REIMB. FROM OTHER FUNDS ADMIN C	200,000	200,000	200,000	200,000	200,000
	MISCELLANEOUS REVENUE	102,365	252,056	177,722	223,500	64,400
		392,000	**669,993**	**453,786**	**475,200**	**309,400**
TOTAL GENERAL FUND REVENUES		**52,933,198**	**54,163,196**	**53,442,986**	**47,938,300**	**46,494,400**
TRANSFERS IN						
109-000.02	WATER OPERATING FUND	430,631	-	-	-	-
109-000.10	PARKING & BUS IMP AREA FUND	15,000	15,000	15,000	15,000	15,000
109-000.11	RECREATION FUND	-	-	5,000	-	-
	GAS TAX FUND	2,025,000	2,035,000	2,035,000	1,800,000	2,900,000
109-000.33	TRAFFIC SAFETY FUND	-	-	500,000	-	-
	TRANSFERS IN	**2,470,631**	**2,050,000**	**2,570,000**	**1,815,000**	**2,915,000**
TOTALS		**55,403,829**	**56,213,196**	**56,012,986**	**49,753,300**	**49,409,400**

City of El Monte
Budget 2009-10
General Fund Revenues by Source



City of El Monte

Expenditure Summary by Category/Department
General Fund

	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
	NON-DEPARTMENTAL					
	Salaries & Benefits	5,467,389	8,533,972	6,943,701	9,228,000	8,426,500
	Maintenance & Operations	2,561,439	2,304,033	3,066,820	2,246,200	2,839,200
	Capital Outlay	-	-	-	-	-
	TOTAL ADMINISTRATION	8,028,828	10,838,005	10,010,520	11,474,200	11,265,700
	ADMINISTRATION					
	Salaries & Benefits	822,663	766,468	808,255	840,300	558,700
	Maintenance & Operations	478,286	385,522	541,236	459,200	355,600
	Capital Outlay	24,041	3,279	16,649	6,000	6,000
	TOTAL ADMINISTRATION	1,324,990	1,155,269	1,366,139	1,305,500	920,300
	ADMINISTRATIVE SERVICES					
	Salaries & Benefits	1,079,441	1,104,234	1,091,587	1,165,800	687,000
	Maintenance & Operations	131,542	154,507	208,556	221,300	111,600
	Capital Outlay	19,359	13,100	307,190	48,200	10,000
	TOTAL ADMINISTRATIVE SERVICES	1,230,342	1,271,841	1,607,333	1,435,300	808,600
	CITY ATTORNEY					
	Salaries & Benefits	317,374	362,410	351,712	380,900	163,800
	Maintenance & Operations	73,379	76,542	59,970	61,600	105,500
	Capital Outlay	-	12,681	2,459	-	-
	TOTAL CITY ATTORNEY	390,753	451,633	414,141	442,500	269,300
	COMMUNITY SERVICES					
	Salaries & Benefits	3,385,877	3,238,334	3,340,525	3,285,300	1,501,700
	Maintenance & Operations	1,234,189	1,099,270	1,271,340	1,088,700	631,300
	Capital Outlay	68,090	33,496	101,813	-	-
	TOTAL COMMUNITY SVCS	4,688,157	4,371,100	4,713,679	4,374,000	2,133,000
	COMMUNITY DEVELOPMENT					
	Salaries & Benefits	2,922,078	2,399,152	2,726,108	2,410,300	1,889,000
	Maintenance & Operations	3,607,963	3,455,211	3,291,983	2,570,100	2,837,300
	Capital Outlay	111,724	34,062	39,545	3,000	9,800
	TOTAL COMMUNITY DEV	6,641,765	5,888,425	6,057,636	4,983,400	4,736,100
	POLICE					
	Salaries & Benefits	18,286,209	19,709,779	21,285,290	20,379,900	18,526,700
	Maintenance & Operations	3,092,845	3,058,884	3,483,790	2,785,700	2,467,400
	Capital Outlay	246,202	1,010,545	1,291,606	82,300	82,300
	TOTAL PUBLIC SAFETY	21,625,256	23,779,208	26,060,686	23,247,900	21,076,400

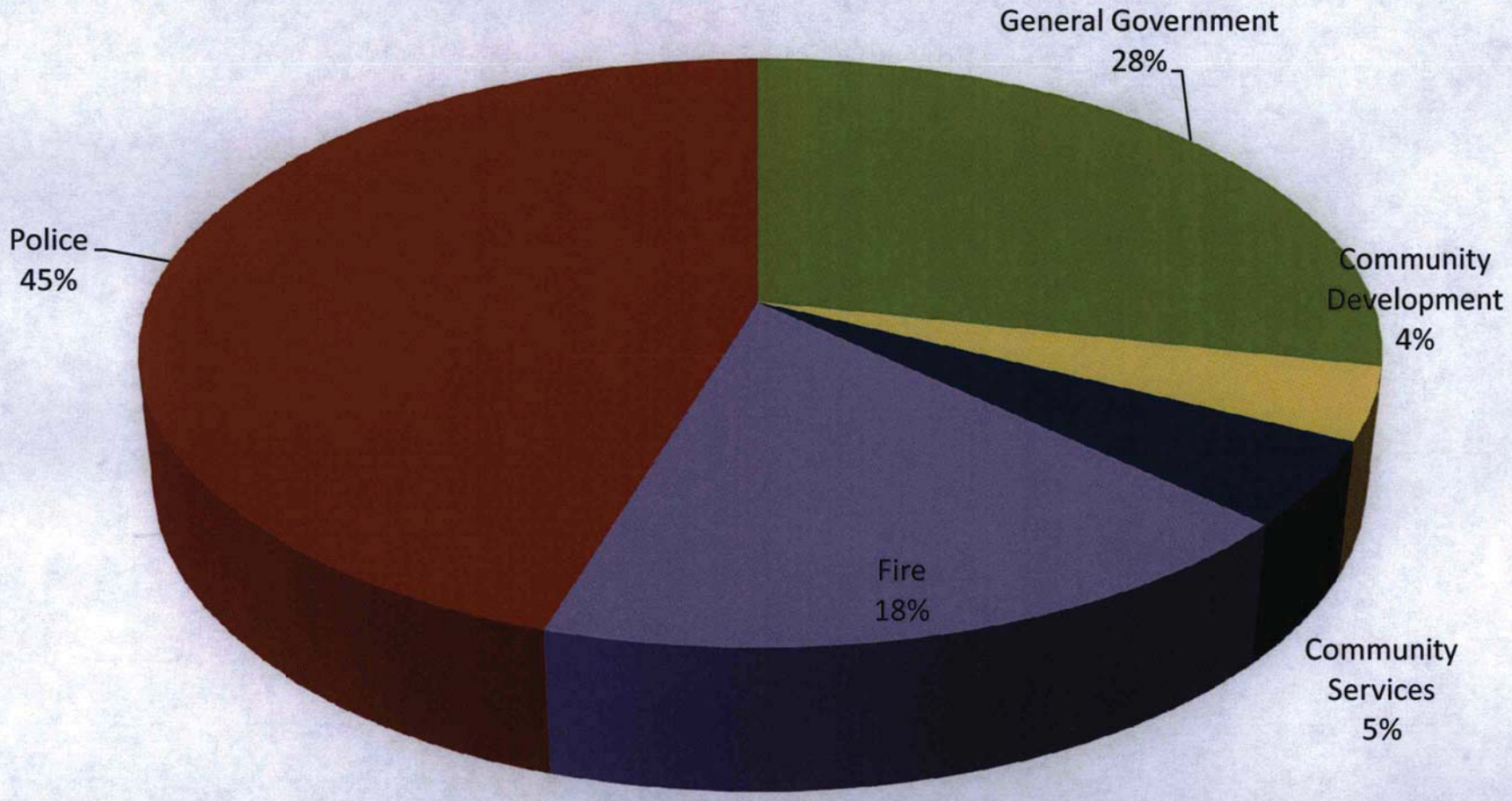
City of El Monte

Expenditure Summary by Category/Department
General Fund

	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
	FIRE					
	Salaries & Benefits	28,536	17,685	-	20,000	-
	Maintenance & Operations	8,877,252	9,559,570	9,840,892	10,001,100	8,200,000
	Capital Outlay	28,012	-	-	-	-
	TOTAL PUBLIC SAFETY	8,933,801	9,577,255	9,840,892	10,021,100	8,200,000
	TOTALS	**52,863,891**	**57,332,736**	**60,071,026**	**57,283,900**	**49,409,400**

City of El Monte
Budget 2009-10

General Fund Expenditures by Function



CITY OF EL MONTE
BUDGETED POSITIONS
FOR FISCAL YEARS 2006-07 THROUGH 2009-10

Department	Position Title	FY 2006-07	FY 2007-08	FY 2008-09	FY 2009-10
ADMINISTRATION DEPARTMENT					
	CITY COUNCIL				
	City Council Person - Elected	5	5	5	5
	CITY MANAGER'S OFFICE				
	City Manager	1	1	1	1
	Assistant City Manager	1	1	1	1
	Administrative Services Officer	1	1	1	0
	Executive Assistant to City Manager	1	1	1	1
	Secretary/City Council w/Shorthand	2	2	2	1
	Public Information Clerk	1	1	1	0
	Sub Total	7	7	7	4
	CITY CLERK'S OFFICE				
	Chief Deputy City Clerk	1	1	1	1
	Secretary w/o Shorthand	1	1	1	1
	Administrative Clerk	1	1	1	0
	City Clerk - Elected	1	1	1	1
	Sub Total	4	4	4	3
	HUMAN RESOURCES				
	Human Resources Director	0	0	0	1
	Human Resources Officer	1	1	1	0
	Human Resources Analyst	1	1	1	1
	Human Resources Clerk	1	1	1	0
	Sub Total	3	3	3	2
	Total - Elected	**6**	**6**	**6**	**6**
	- Regular	**13**	**13**	**13**	**8**
ADMINISTRATIVE SERVICES DEPARTMENT					
	FINANCE				
	Deputy City Mgr. Administrative Services	1	1	1	1
	Assistant Administrative Services Director	0	1	1	1
	Assistant Finance Director	1	1	1	0
	Accountant	1	1	1	1
	Payroll Technician	1	1	1	1
	Department Secretary	1	1	1	1
	Accounting Technician	1	1	1	1
	Account Clerk	3	3	3	2
	Sub Total	9	10	10	8

CITY OF EL MONTE
BUDGETED POSITIONS
FOR FISCAL YEARS 2006-07 THROUGH 2009-10

Department	Position Title	FY 2006-07	FY 2007-08	FY 2008-09	FY 2009-10
	TREASURY				
	City Treasurer - Elected	1	1	1	1
	Accounting Technician	1	1	1	1
	Cashier Clerk	1	1	1	1
	Sub Total	3	3	3	3
	LICENSING				
	Revenue Supervisor	1	1	1	0
	Account Clerk	1	2	2	2
	Sub Total	2	3	3	2
	PURCHASING				
	Purchasing Agent	1	1	1	0
	Storekeeper	1	1	1	1
	Purchasing/Emergency Services Clerk	0	1	1	1
	Sub Total	2	3	3	2
	INFORMATION TECHNOLOGY				
	Information Technology Manager	1	1	1	1
	Information Technology Programmer	1	1	1	1
	Computer Operator	1	1	1	1
	Sub Total	3	3	3	3
	Total - Elected	**1**	**1**	**1**	**1**
	- Regular	**18**	**21**	**21**	**17**
CITY ATTORNEY					
	City Attorney	1	1	1	0
	Senior Deputy City Attorney	0	1	1	1
	Deputy City Attorney II	1	1	1	1
	Assistant City Prosecutor	1	1	1	1
	Legal Secretary	1	1	1	1
	Department Secretary	1	1	1	1
	Total	**5**	**6**	**6**	**5**
POLICE SAFETY					
	POLICE				
	Deputy City Manager Public Safety	1	1	1	1
	Assistant Chief of Police	1	1	1	1
	Captain	3	3	3	3
	Lieutenant	9	9	8	5
	Sergeant	15	16	16	14
	CRO II	1	2	1	1
	Agent	0	2	2	0
	Lead Agent	12	12	12	13
	Helicopter Pilot	4	2	2	2
	School Resource Officer	1	1	1	1
	Officer/Bonus Assignment	57	53	52	44
	Police Officer	51	46	46	38
	Sub Total	155	148	145	123

CITY OF EL MONTE
BUDGETED POSITIONS
FOR FISCAL YEARS 2006-07 THROUGH 2009-10

Department	Position Title	FY 2006-07	FY 2007-08	FY 2008-09	FY 2009-10
	POLICE CIVILIAN				
	Program Director SAP	1	1	1	1
	Community Counselor	1	1	1	0
	Grant Manager	1	1	1	1
	Communications Manager/PD	1	1	1	1
	Information Systems Supervisor	1	1	0	0
	Crime Analyst	1	1	1	0
	Information Systems Manager	0	2	2	2
	Information Systems Administrator	1	1	1	1
	ID Technician Lead	1	1	1	1
	Administrative Assistant/PD	1	1	1	0
	Alarm Coordinator	0	1	1	0
	Housing Enforcement Officer	1	0	0	0
	Code Inspector/Weekends	2	0	0	0
	Lead Jailer	1	1	1	1
	Public Service Officer	1	1	1	0
	ID Technician	2	2	2	2
	Police Training Assistant	1	2	2	0
	Shift Supervisor	4	4	4	4
	Records Manager	1	1	1	1
	Records Supervisor	0	2	2	2
	Jailer	8	7	7	7
	Information Systems Specialist	1	1	1	1
	Equipment Service Leadworker	1	1	1	1
	Police Dispatcher	12	11	11	11
	Property Technician	1	1	1	1
	Lead Records Technician	2	0	0	0
	Equipment Service Worker	1	1	1	1
	Secretary to Police Captains	1	1	1	1
	Account Clerk	1	1	0	1
	Records Technician	12	12	12	6
	Police Training Clerk	1	1	1	0
	Custodial Worker	1	1	1	0
	Police Information Officer (CJ)	1	0	0	0
	Sub Total	65	63	61	47
PD CODE ENFORCEMENT					
	Neighborhood Service Manager	1	1	1	1
	Code Enforcement Supervisor	2	1	0	0
	Code Enforcement Officer	0	3	3	0
	Sub Total	3	5	4	1

CITY OF EL MONTE
BUDGETED POSITIONS
FOR FISCAL YEARS 2006-07 THROUGH 2009-10

Department	Position Title	FY 2006-07	FY 2007-08	FY 2008-09	FY 2009-10
	GRAFFITI ABATEMENT				
	Graffiti Abatement Coordinator	0	2	2	1
	PARKING ENFORCEMENT				
	Parking Enforcement Officer	1	0	0	0
	Parking Technician	0	2	2	2
	Sub Total	1	2	2	2
	Sub Total	69	72	69	51
	Total	**224**	**220**	**214**	**174**
COMMUNITY DEVELOPMENT					
	ADMINISTRATION				
	Deputy City Manager Community Development	1	1	1	1
	Assistant Community Development Director	1	0	0	1
	Department Secretary	1	1	1	1
	Sub Total	3	2	2	3
	PLANNING				
	Planning Services Manager	1	1	1	1
	Associate Planner	0	1	1	0
	Assistant Planner	1	2	2	0
	Lead Clerk	1	1	1	0
	Sub Total	3	5	5	1
	BUILDING DIVISION				
	Chief Building Official	1	1	1	0
	Senior Building Inspector	0	1	1	0
	Building Inspector	2	2	2	0
	Permit Technician	0	1	1	0
	Lead Clerk	1	0	0	0
	Sub Total	4	5	5	0
	ENGINEERING				
	City Engineer	0	0	0	0
	Senior Engineer	1	1	1	1
	PW/Environmental Coordinator	1	1	1	1
	Waste Management Analyst	1	1	1	0
	Engineering Associate	1	1	1	0
	Lead Clerk	2	2	2	1
	Sub Total	6	6	6	3

CITY OF EL MONTE
BUDGETED POSITIONS
FOR FISCAL YEARS 2006-07 THROUGH 2009-10

Department	Position Title	FY 2006-07	FY 2007-08	FY 2008-09	FY 2009-10
	CODE ENFORCEMENT				
	Housing Enforcement Officer	2	2	2	2
	Code Enforcement Officer	1	0	0	2
	Code Enforcement Supervisor	1	1	1	1
	Administrative Clerk	1	1	1	1
	Sub Total	5	4	4	6
	HOUSING				
	Housing Manager	1	1	1	0
	Housing Program Coordinator	1	1	1	0
	Housing Rehab Specialist I	2	2	2	0
	Housing Rehab Specialist II	1	0	0	0
	NSP Maintenance Leadworker	1	1	1	1
	Accounting Technician	1	1	1	0
	Clerk Steno	1	1	1	0
	Sub Total	8	7	7	1
	PUBLIC WORKS				
	Administrative Clerk	1	1	1	1
	Building Maintenance Supervisor	1	1	1	1
	Carpenter	1	2	2	1
	Carpenter's Helper	1	0	0	0
	Cement Mason	1	1	1	1
	Clerk Steno	1	1	1	0
	Custodial Worker	1	1	1	1
	Electrician's Helper	1	1	1	1
	Heavy Equipment Mechanic	1	1	1	1
	Heavy Equipment Mechanic Lead	1	1	1	1
	Painter	1	1	1	1
	PW Maintenance Lead Worker	5	5	5	4
	PW Maintenance Superintendent	1	1	1	1
	PW Maintenance Supervisor	2	2	0	2
	PW Maintenance Worker	13	13	13	12
	Secretary w/Shorthand	1	1	1	1
	Sr. Water Systems Operator w/Cert.	1	1	1	1
	Traffic Signal Technician	1	1	1	1
	Water Meter Reader	1	1	1	1
	Water Systems Operator w/Cert.	3	3	3	3
	Water Systems Supervisor	1	1	1	1
	Welder	1	1	1	1
	Sub Total	**41**	**41**	**39**	**37**
	Total	**70**	**70**	**68**	**51**
COMMUNITY SERVICES					
	ADMINISTRATION				
	Deputy City Manager Community Services	1	1	1	1
	Administrative Clerk	1	1	1	1
	Department Secretary	1	1	1	1
	Sub Total	3	3	3	3
	PARKS MAINTENANCE				

CITY OF EL MONTE
BUDGETED POSITIONS
FOR FISCAL YEARS 2006-07 THROUGH 2009-10

Department	Position Title	FY 2006-07	FY 2007-08	FY 2008-09	FY 2009-10
	Park Maintenance Supervisor	1	1	1	1
	Park Maint. Specialist I	1	1	1	1
	Park Maintenance Leadworker	3	2	2	3
	Park Maintenance Worker	14	13	14	14
	Plumber	1	1	1	1
	Park Maint. Specialist I	1	1	1	1
	Sub Total	21	19	20	21
AQUATIC CENTER					
	Park Maintenance Worker	1	1	1	1
	Recreation Coordinator	1	1	1	0
	Maintenance Specialist/Aquatics	1	1	1	1
	Sub Total	3	3	3	2
PARKS & RECREATION					
	Recreation Services Manager	1	1	1	1
	Program Specialist II	1	1	1	1
	Recreation Coordinator	1	1	1	0
	Sub Total	3	3	3	2
SPORTS & PLAYGROUND					
	Recreation Services Manager	1	1	1	1
	Recreation Supervisor - Aquatics	1	1	1	1
	Recreation Coordinator	1	1	1	0
	Sub Total	3	3	3	2
ADULT SPORTS					
	Recreation Coordinator	1	1	1	0
SENIOR SERVICES					
	Community & Senior Services Manager	1	1	1	1
	Recreation Coordinator	1	1	1	1
	Senior Services Clerk	1	1	1	1
	Program Specialist II	1	1	1	2
	Program Specialist I	0	0	0	1
	Social Worker	1	1	1	0
	Sub Total	5	5	5	6
COMMUNICATIONS MARKETING					
	Recreation Coordinator	1	1	1	0
TRANSPORTATION					
	Transportation Services Manager	1	1	1	1
	Administrative Clerk	1	1	1	1
	Transportation Coordinator	1	1	1	1
	Program Specialist II	1	1	1	1
	Transportation Coordinator	1	1	1	1
	Parks Maintenance Leadworker	0	1	1	1
	Park Maintenance Worker	1	1	1	1
	Sub Total	6	7	7	7

CITY OF EL MONTE
BUDGETED POSITIONS
FOR FISCAL YEARS 2006-07 THROUGH 2009-10

Department	Position Title	FY 2006-07	FY 2007-08	FY 2008-09	FY 2009-10
	Total	**46**	**45**	**46**	**43**
COMMUNITY REDEVELOPMENT AGENCY					
	Economic Development/Redevelopment Director	0	1	1	1
	Redevelopment Manager	1	1	1	0
	Project Manager III	0	0	0	1
	Project Manager II	0	1	1	1
	Development Specialist	1	0	0	0
	Development Assistant	1	0	0	0
	Redevelopment Technician	1	0	0	0
	Redevelopment Clerk	0	1	1	1
	Clerk Steno	1	0	0	0
	Total	**5**	**4**	**4**	**4**
	Total - Elected	**7**	**7**	**7**	**7**
	- Regular	**381**	**379**	**372**	**302**
	GRAND TOTAL	**388**	**386**	**379**	**309**

CITY DEPARTMENTS – Agency Organizational Structure

City services are organized to effectively address social, environmental, intergovernmental, and technological changes. Intergovernmental relations and the impact of regional issues present one of the greatest challenges to local government. All levels of government, including an assortment of districts, make decisions and dispense services to the people. Federal and State laws are passed every year to regulate the services and procedures of local government. Multiple governmental agencies are involved in and have overlapping responsibility in many areas such as flood control, housing, labor relations, traffic control, sewage disposal, air pollution, and other public services. El Monte works closely with State and Federal regulatory agencies as well as legislative representatives to ensure that the needs of the community are being recognized and addressed.

COUNCIL-MANAGER FORM OF GOVERNMENT

The City of El Monte was incorporated on November 18, 1912, as a general law city and operates under a Council/Manager form of government. The five-member City Council serves as the governing and policy-making body of the City. The Mayor is elected at large for a two-year term. Four City Council members are elected at large for four-year terms, with two positions up for election every two years so that all elected positions are not up for election simultaneously. The public also elects a City Clerk and City Treasurer for four-year terms.

In the Council-Manager form of government, the Mayor and City Council members are not full-time employees and receive only a stipend and car allowance for their services to the City. The Mayor and City Council maintain offices at the City Hall that are supported by full-time City staff. The City Council appoints a full-time City Manager who functions as Chief Executive Officer. A City Attorney is also appointed by the City Council to serve as legal counsel. All other City Department Heads are appointed by the City Manager.

GENERAL ORGANIZATION

General Fund operating departments include: Administration, Administrative Services, City Attorney, Community Services, Community Development, Police and County Fire. Although these operations are funded through general fund revenues, programs and services are augmented by grants and other special revenue sources. The Water Authority is an enterprise fund that is self-supporting through special revenues and fees and is not supported by the General fund.

As a public agency, the City personnel system is based on a Job Classification system that defines each position by title, job responsibilities, eligibility requirements, and salary schedule. The City is an Agency Shop with four employee groups who negotiate wages, benefits and working conditions. The Service Employees International Union (SEIU)

represents general employees including clerical, drivers, mechanics, maintenance and other miscellaneous workers; the General Mid-Managers Association (GMMA) represents middle-management employees; the Police Officers Association (POA) represents sworn police officers; and the Police Mid-Managers Association (PMMA) represents sworn middle-management employees. Department heads are unrepresented.

City of El Monte
General Fund
Non-Departmental

DEPARTMENT SUMMARY					
Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
Salaries & Benefits	5,467,389	8,533,972	6,943,701	9,228,000	8,426,500
Maintenance & Operations	2,561,439	2,304,033	3,066,820	2,246,200	2,839,200
Capital Outlay	-	-	-	-	-
TOTAL	8,028,828	10,838,005	10,010,520	11,474,200	11,265,700

City of El Monte

Expenditure Summary by Category/Division

General Fund

Non-Departmental

	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
	EMPLOYEE INSURANCE & BENEFITS					
	Salaries & Benefits	5,467,389	5,736,773	4,866,308	5,773,000	6,024,200
	TOTAL INSURANCE	5,467,389	5,736,773	4,866,308	5,773,000	6,024,200
	GENERAL INSURANCE					
	Maintenance & Operations	1,181,923	870,113	1,700,000	1,700,000	1,036,000
	TOTAL INSURANCE	1,181,923	870,113	1,700,000	1,700,000	1,036,000
	GENERAL CITY					
	Salaries & Benefits	-	2,797,199	2,077,393	3,455,000	2,402,300
	Maintenance & Operations	1,379,517	1,433,920	1,366,820	546,200	1,803,200
	Capital Outlay	-	-	-	-	-
	TOTAL GENERAL CITY	1,379,517	4,231,119	3,444,212	4,001,200	4,205,500
	TOTALS	**8,028,828**	**10,838,005**	**10,010,520**	**11,474,200**	**11,265,700**

City of El Monte

General Fund

Non-Departmental

Insurance

	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
	SALARIES & BENEFITS					
	RISK MANAGEMENT	-	-	-	-	-
	COMPENSATION	(178,333)	(122,091)	(117,917)	(100,000)	(572,700)
	SURETY BONDS	1,927	1,302	-	-	-
	GROUP MEDICAL	3,133,912	3,231,109	3,509,189	4,563,000	3,171,900
	AUTO VANDALISM/MISCHIEF	24,554	29,218	-	-	-
	OPTICAL CARE	30,800	31,880	32,712	-	35,000
	UNEMPLOYMENT INSURANCE	8,664	18,327	28,883	20,000	200,000
	DENTAL INSURANCE	221,354	231,292	240,834	-	236,800
	WORKERS COMPENSATION	1,335,906	1,250,810	-	-	1,700,000
	BLDG. FIRE INSURANCE	51,436	69,287	-	-	-
	LTD INSURANCE	11,077	10,884	11,799	-	12,000
	MEDICARE TAX CITY PORTION	344,832	363,762	415,735	432,000	383,200
	SECTION 125 COSTS	1,705	1,567	1,380	2,000	2,000
	COST OF CLAIMS	578,581	234,198	-	-	-
	RETIREE INSURANCE	468,415	605,089	732,592	841,000	841,000
	SPECIAL DEPARTMENTAL EXPENSE	13,773	62,950	11,099	15,000	15,000
		6,048,603	**6,019,584**	**4,866,308**	**5,773,000**	**6,024,200**
	TOTALS	**6,048,603**	**6,019,584**	**4,866,308**	**5,773,000**	**6,024,200**

City of El Monte

General Fund

Non-Departmental

General Insurance

	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
	MAINTENANCE & OPERATIONS					
	LIABILITY PREMIUM	600,708	587,302	-	-	-
	GENERAL INSURANCE	-	-	1,700,000	1,700,000	1,036,000
	EXCESS LIABILITY PREMIUM	-	-	-	-	-
	COST OF CLAIMS - C.WARREN REIN	537,859	199,055	-	-	-
	RISK MANAGEMENT ADMINISTRATI	40,722	35,143	-	-	-
	POLICE DEPARTMENT	2,620	2,140	-	-	-
	POLICE--PAZ VS. CITY EL MONTE	14	-	-	-	-
	GENERAL GOVERNMENT/PW	-	584	-	-	-
	GENERAL - VALET	-	45,889	-	-	-
		1,181,923	870,113	1,700,000	1,700,000	1,036,000
	TOTALS	1,181,923	870,113	1,700,000	1,700,000	1,036,000

City of El Monte

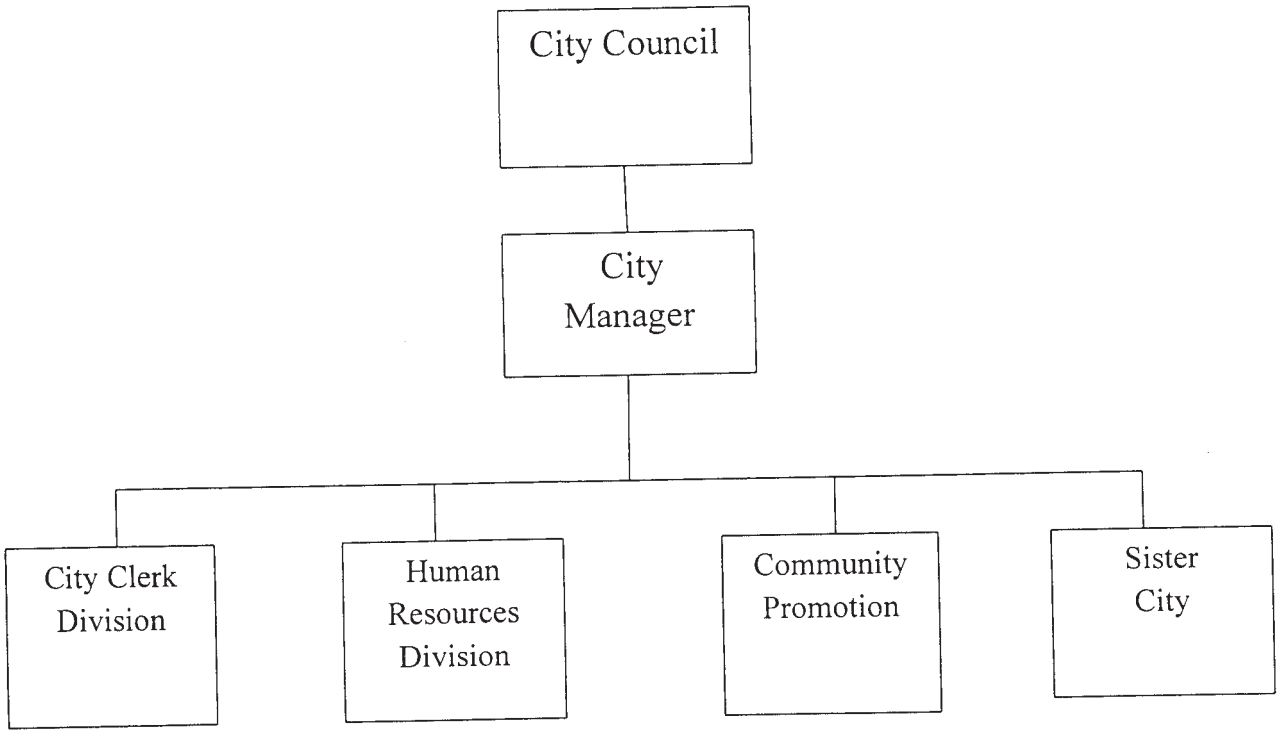
General Fund

Non-Departmental

General City

	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
	SALARIES & BENEFITS					
	ACCRUED BENEFITS PAYOFF	-	-	-	500,000	930,000
	EMPLOYER PAID DEFERRED COMP	-	1,121,230	223,262	324,000	-
	PARS RETIREMENT	-	1,405,586	1,583,747	2,161,000	1,201,900
	SEPARATION INCENTIVE	-	270,383	270,383	470,000	270,400
		-	2,797,199	2,077,393	3,455,000	2,402,300
	MAINTENANCE & OPERATIONS					
	GENERAL SUPPLIES	71,872	69,724	87,918	80,500	80,500
	GENERAL CONTRACT SERVICE	53,509	58,814	60,760	52,000	122,000
	AUDIT SERVICES	32,917	83,513	40,050	35,000	165,000
	TELEPHONE EXPENSE	67,314	49,086	72,745	54,500	54,500
	ADVERTISING AND PUBLICATION	15,568	13,205	25,555	15,500	25,000
	DUES & SUBSCRIPTIONS	45,205	61,445	56,766	59,000	59,000
	TRAVEL & CONFERENCES	-	5,105	-	-	-
	SPECIAL DEPARTMENTAL EXPENSE	660	3,951	3,051	-	-
	MISCELLANEOUS	84,921	11,909	-	21,700	187,200
	DEBT SERVICE 2003 COPS	1,007,551	1,082,273	1,019,975	1,128,000	1,110,000
		1,379,517	1,439,025	1,366,820	1,446,200	1,803,200
	TOTALS	1,379,517	4,236,224	3,444,212	4,901,200	4,205,500

Administration / City Manager's Office



ADMINISTRATION DEPARTMENT

DEPARTMENT OPERATIONS: The Administration Department is comprised of seven principal operating divisions: City Council, City Manager, City Clerk, Community Promotion, Sister City, Human Resources, and General City (Non Departmental).

CITY COUNCIL

The five member Council is the legislative and policy body for the City, charged with providing overall leadership to the City by enacting laws and allocating City resources for programs, services, and activities. All elected officials must be registered voters residing within the city limits of El Monte. The City Council is comprised of the Mayor and four City Councilmember's who collectively are referred to as the "Council". All are elected at large.

MAYOR

The position of Mayor is a separate and distinct position from the four other members of the City council, elected by the public to serve as the official head of the City. The mayor presides over all Council meetings and official gatherings of the City and is a full voting member of the City Council.

COUNCILMEMBERS

The public elects, at large, four members of the City Council to serve overlapping four-year terms. Their goal is to provide leadership and resources that ensure the highest quality of life possible for residents, support business development, welcome visitors, and establish a positive work environment for City employees.

LEGISLATION AND POLICY

Primary duties of the City Council include:

- Setting policies to guide the operations and directions of the City.
- Adopting ordinances, resolutions and enacting laws for the welfare of the community.
- Adopting an annual budget.
- Appointing the City Manager.
- Appointing the City Attorney or contracting for legal services.

- Participating on a number of regional and local boards and committees to ensure that the City is represented on key issues affecting the community.

- Allocating resources for programs, services and activities that benefit the community, its residents and businesses.

CITY MANAGER

The City Manager's Office holds responsibility for carrying out the directives, policy and law established by the Mayor and the El Monte City Council as stated by vote or consensus at the semi-monthly City of El Monte Council meetings. Additionally the City Manager's Office provides each City Department overall supervision, goal achievement and service level establishment as directed by the City Council.

Within the City Manager's Office are four major divisions: City Clerk, Government Access Television, Human Resources and the Administrative Office.

Administrative Office

The Administrative Office provides direction, goals and supervision of all city departments. The Administrative Office is responsible for:

- Directing and managing the day-to-day operations of the City.

- Continually assessing responsiveness to citizen and business needs, organizational efficiency.

- Recommending amendments and revisions to City Ordinances, policies and initiatives.

- Developing economic development strategies.

- Developing long-term strategic plans.

- Budgeting for the City Manager's Office.

- Assisting City Council in scores of events and recognition.

- Responding to hundreds of residents' and business owners concerns.

- Planning future growth within the El Monte Community.

CITY CLERK

The City Clerk is an Elected Official, but the Department of City Clerk is supervised by the City Manager's Office. The City Clerk's Office is the central repository of the official records of the City and makes such information available pursuant to the Public Records Act. Pursuant to State law, the Clerk's Office also retains the City's legislative history, conducts all municipal elections, and enforces the disclosure of campaign finance and conflict of interest information. The City Clerk's Office is responsible for:

- Creating, compiling and transcribing the semi-monthly City Council Agenda. Creating, compiling and transcribing the semi-monthly Community Redevelopment Agency (CRA) Agenda.
- Creating minutes for all City Council and CRA meetings.
- Archiving all official City Records.
- Administering and supervising community elections.
- Timely filing of financial campaign disclosure statements by elected officials, candidates, committees, and designated employees, pursuant to local and State law.
- Codification and maintenance of the El Monte Municipal Code.
- Publication and posting of legal notices.
- Administering oaths/affirmations to City officials/employees.
- Processing the City's incoming and outgoing mail.
- Responding to requests from the public, elected officials, and City staff.

GOVERNMENT ACCESS TELEVISION

Government Access TV is responsible for Local Origination video aired on Time Warner Cable Communications systems in El Monte. Government Access TV is responsible for:

- Videotaping 35 City Council Meetings.
- Videotaping 30 CRA Meetings.
- Videotaping over a dozen City of El Monte governmental events and affairs.

- Programming 30 hours per week of video productions aired on El Monte Cable Channel 3.

HUMAN RESOURCES

The Human Resources is responsible for providing comprehensive human resource services to assist City departments in achieving their goals. The Human Resources Office is comprised of three full-time HR professionals who are responsible for all personnel actions within the City. These responsibilities include:

- Recruitment, selection, and training of City employees.
- Worker's Compensation, Employee Benefits and Salary administration for over 450 employees.

Program Goals and Objectives

- Administer Memorandum of Understanding (MOU's) with employee groups.
- Develop and coordinate the City's employee development and training program.
- Create New Employee Orientation Program
- Create Employee Recognition Program
- Update performance standards for all positions.

City of El Monte
General Fund
Administration

DEPARTMENT SUMMARY					
Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
Salaries & Benefits	822,663	766,468	808,255	840,300	558,700
Maintenance & Operations	478,286	385,522	541,236	459,200	355,600
Capital Outlay	24,041	3,279	16,649	6,000	6,000
TOTAL	**1,324,990**	**1,155,269**	**1,366,139**	**1,305,500**	**920,300**

City of El Monte

Expenditure Summary by Category/Division

General Fund

Administration

Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
CITY COUNCIL					
Salaries & Benefits	43,920	43,920	43,770	44,000	44,000
Maintenance & Operations	68,309	72,172	66,385	98,600	70,800
Capital Outlay	-	-	-	-	-
TOTAL CITY COUNCIL	112,229	116,092	110,155	142,600	114,800
CITY MANAGER					
Salaries & Benefits	409,547	367,558	376,108	421,600	212,100
Maintenance & Operations	47,345	50,977	52,577	42,900	35,600
Capital Outlay	7,554	-	12,218	-	-
TOTAL CITY MANAGER	464,446	418,535	440,903	464,500	247,700
CITY CLERK					
Salaries & Benefits	143,544	159,214	172,288	137,500	132,300
Maintenance & Operations	84,461	93,070	132,390	132,300	115,300
Capital Outlay	12,714	3,279	4,431	6,000	6,000
TOTAL CITY CLERK	240,718	255,563	309,109	275,800	253,600
COMMUNITY PROMOTION					
Salaries & Benefits	12,170	6,259	5,974	9,300	9,300
Maintenance & Operations	152,909	62,830	93,416	98,700	61,800
Capital Outlay	-	-	-	-	-
TOTAL COMMUNITY PROMOTION	165,079	69,089	99,389	108,000	71,100
SISTER CITY					
Salaries & Benefits	3,447	2,500	2,900	3,000	3,000
Maintenance & Operations	4,967	1,579	2,603	4,600	3,800
Capital Outlay	-	-	-	-	-
TOTAL COMMUNITY PROMOTION	8,414	4,079	5,503	7,600	6,800
HUMAN RESOURCES					
Salaries & Benefits	210,035	187,017	207,216	224,900	158,000
Maintenance & Operations	120,295	104,894	193,865	82,100	68,300
Capital Outlay	3,774	-	-	-	-
TOTAL HUMAN RESOURCES	334,104	291,911	401,081	307,000	226,300
TOTALS	**1,324,990**	**1,155,269**	**1,366,139**	**1,305,500**	**920,300**

City of El Monte

General Fund

Administration

City Council

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
	SALARIES & BENEFITS					
5129	SALARIES-ELECTIVE/APPOINTIVE	43,920	43,920	43,770	44,000	44,000
		43,920	**43,920**	**43,770**	**44,000**	**44,000**
	MAINTENANCE & OPERATIONS					
6215	GENERAL SUPPLIES	1,477	3,899	4,085	3,500	3,500
6411	TELEPHONE	826	4,059	4,774	4,800	3,000
5181	CAR ALLOWANCE	21,000	21,000	20,100	21,000	21,000
6221	DUES & SUBSCRIPTIONS	754	266	170	800	800
6231	MEETINGS	5,683	8,039	7,793	9,500	7,500
6241	TRAVEL & CONFERENCES	9,548	13,235	8,891	30,000	20,000
6266	SPECIAL DEPARTMENTAL EXPENSE	89	209	4,413	4,000	10,000
6268	COMMUNITY PROMOTIONS	25,680	16,628	14,506	10,000	5,000
6266	NEW PROGRAM COSTS	3,250	4,837	1,654	15,000	-
		68,309	**72,172**	**66,385**	**98,600**	**70,800**
	TOTALS	**112,229**	**116,092**	**110,155**	**142,600**	**114,800**

City of El Monte

General Fund

Administration

City Manager

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
100-21-231						
	SALARIES & BENEFITS					
5111	SALARIES-FULL TIME	349,184	359,801	370,995	414,600	205,100
5125	SALARIES - PART TIME	-	697	2,002	-	-
5132	SALARIES-OVERTIME	3,933	-	337	-	-
	ACCRUED BENEFITS PAYOFF	56,431	7,060	2,774	7,000	7,000
		409,547	**367,558**	**376,108**	**421,600**	**212,100**
	MAINTENANCE & OPERATIONS					
6215	GENERAL SUPPLIES	7,763	6,552	9,966	8,800	3,000
6111	GENERAL CONTRACT SERVICE	-	1,342	16	1,000	1,000
6411	TELEPHONE EXPENSES	1,580	3,158	4,360	4,000	3,000
6335	VEHICLE MAINTENANCE	5,446	10,330	7,585	5,000	5,000
6311	OFFICE EQUIPMENT MAINTENANCE	300	325	-	1,000	500
5181	CAR ALLOWANCE	4,800	4,800	4,800	4,800	4,800
6221	DUES AND SUBSCRIPTIONS	4,308	3,410	3,074	4,000	4,000
6231	MEETINGS	4,847	5,581	4,137	4,300	4,300
6241	TRAVEL & CONFERENCES	14,934	12,285	13,086	8,000	10,000
6266	SPECIAL DEPARTMENTAL EXPENSE	3,368	3,194	440	2,000	-
		47,345	**50,977**	**47,464**	**42,900**	**35,600**
	CAPITAL OUTLAY					
8155	CAPITAL REPLACEMENT	-	-	12,218	-	-
8133	MOTOR VEHICLES	-	-	-	-	-
8142	OFFICE EQUIPMENT	7,554	-	-	-	-
		7,554	**-**	**12,218**	**-**	**-**
	TOTALS	**464,446**	**418,535**	**435,790**	**464,500**	**247,700**

City of El Monte

General Fund

Administration

City Clerk

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
	SALARIES & BENEFITS					
122-001.00	SALARIES-FULL TIME	132,867	149,815	163,282	130,300	125,100
122-003.00	SALARIES-OVERTIME	80	-	238	-	-
122-007.00	SALARIES-ELECTIVE/APPOINTIVE	7,224	7,224	7,224	7,200	7,200
122-008.00	ACCRUED BENEFITS PAYOFF	3,374	2,175	1,544	-	-
		143,544	**159,214**	**172,288**	**137,500**	**132,300**
	MAINTENANCE & OPERATIONS					
122-010.00	GENERAL SUPPLIES	5,065	10,134	5,119	7,000	5,000
122-020.00	GENERAL CONTRACT SERVICE	70,772	72,784	116,437	86,500	71,500
122-032.00	TELEPHONE EXPENSES	343	115	158	1,000	1,000
122-044.00	OFFICE EQUIPMENT MAINTENANCE	4,893	5,606	7,100	35,000	35,000
122-063.00	MILEAGE REIMBURSEMENT	-	-	46	100	100
122-064.00	CAR ALLOWANCE	1,200	1,200	1,200	1,200	1,200
122-072.00	DUES AND MEMBERSHIPS	798	672	1,135	1,100	1,100
122-073.00	MEETINGS	62	205	1,146	400	400
122-074.00	TRAVEL & CONFERENCES	1,327	2,354	50	-	-
		84,461	**93,070**	**132,390**	**132,300**	**115,300**
	CAPITAL OUTLAY					
122-500.00	OFFICE EQUIPMENT	2,801	-	-	-	6,000
122-501.00	DATA CONVERSION EQUIPMENT	9,913	3,279	4,431	6,000	-
		12,714	**3,279**	**4,431**	**6,000**	**6,000**
	TOTALS	**240,719**	**255,563**	**309,109**	**275,800**	**253,600**

City of El Monte

General Fund

Administration

Community Promotion

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
	SALARIES & BENEFITS					
135-007.00	SALARIES-ELECTIVE/APPOINTIVE	12,170	6,259	5,974	9,300	9,300
		12,170	**6,259**	**5,974**	**9,300**	**9,300**
	MAINTENANCE & OPERATIONS					
135-091.00	COMMUNITY PROMOTIONS	39,949	19,698	8,222	12,000	25,500
135-101.01	CITY NEWS LETTER	40,165	14,881	22,843	24,000	13,600
135-102.99	GRAND OPENINGS	-	4	-	-	-
135-106.00	GENERAL SUPPLIES	35,790	3,608	7,848	6,500	11,900
135-109.00	MEMORIAL DAY	216	1,983	-	2,000	-
135-111.02	CHAMBER OF COMMERCE	12,500	12,500	12,500	10,000	-
135-111.07	WE TIP	5,850	5,850	6,000	6,000	-
135-111.12	EL MONTE BEAUTY PAGEANT	2,000	2,125	2,125	2,000	-
135-111.14	OTHER CELEBRATIONS	60	-	-	-	-
135-111.19	SEPT 11TH REMEMBRANCE	-	87	-	-	-
135-111.20	CHILDREN'S DAY PARADE	11,901	-	4,323	2,500	-
135-113.00	PROMOTIONS CITY MERCHANDISE	531	(124)	(333)	1,500	-
135-114.01	CITY PROMOTIONAL BANNERS	-	-	-	-	-
135-115.01	VETERAN'S DAY	1,929	692	2,230	1,700	-
135-116.00	OTHER SPECIAL EVENTS	1,995	433	-	3,200	-
127-xxx.00	PUBLIC INFORMATION	25	1,093	27,658	27,300	10,800
		152,909	**62,830**	**93,416**	**98,700**	**61,800**
	TOTALS	**165,079**	**69,089**	**99,389**	**108,000**	**71,100**

City of El Monte

General Fund

Administration

Sister City

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
100-21-243						
	SALARIES & BENEFITS					
5129	SALARIES-ELECTIVE/APPOINTIVE	3,447	2,500	2,900	3,000	3,000
		3,447	**2,500**	**2,900**	**3,000**	**3,000**
	MAINTENANCE & OPERATIONS					
6215	GENERAL SUPPLIES	937	376	1,417	1,000	1,000
6411	TELEPHONE EXPENSE	169	176	156	300	300
6221	DUES AND SUBSCRIPTIONS	985	1,027	1,030	1,500	1,500
6231	MEETINGS	129	-	-	1,300	700
6241	TRAVEL & CONFERENCES	2,748	-	-	-	-
6266	SPECIAL DEPARTMENTAL EXPENSE	-	-	-	500	300
		4,967	**1,579**	**2,603**	**4,600**	**3,800**
	TOTALS	**8,414**	**4,079**	**5,503**	**7,600**	**6,800**

City of El Monte

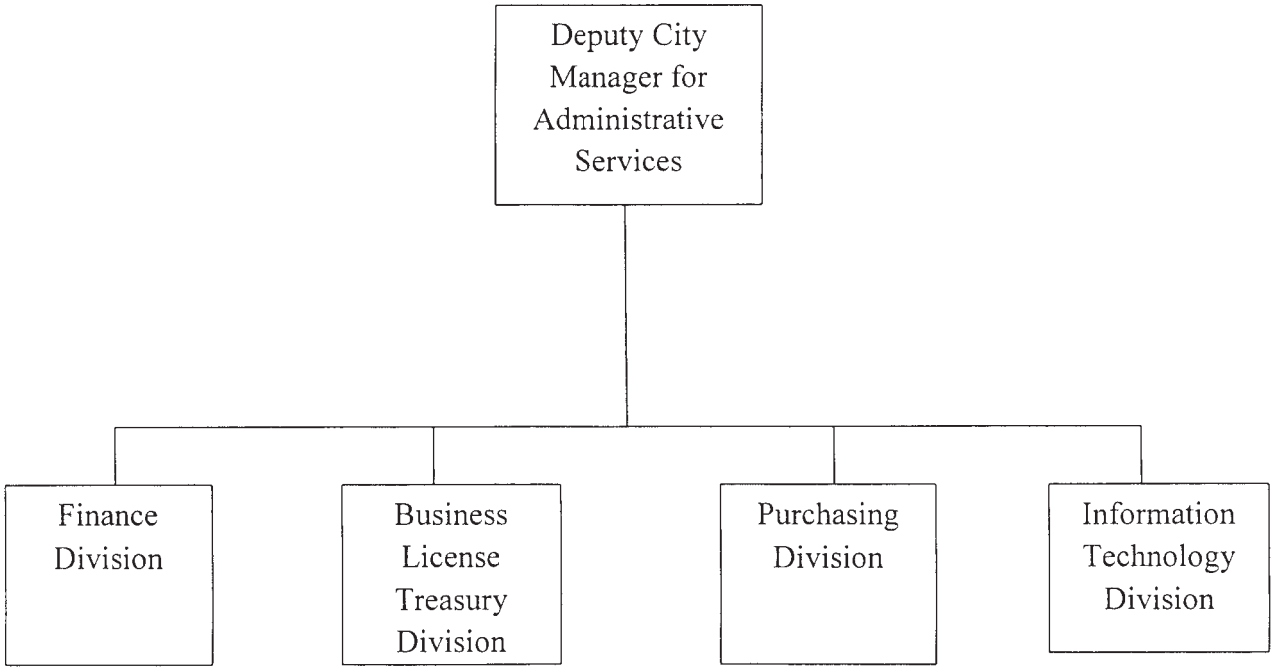
General Fund

Administration

Human Resources

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
	SALARIES & BENEFITS					
5111	SALARIES-FULL TIME	199,632	180,251	206,113	222,400	155,500
5125	SALARIES-PART TIME	6,739	-	315	-	-
5132	SALARIES-OVERTIME	-	-	30	-	-
5129	SALARIES-ELECTIVE/APPOINTIVE	-	-	-	-	-
	ACCRUED BENEFITS PAYOFF	3,664	6,766	758	2,500	2,500
		210,035	**187,017**	**207,216**	**224,900**	**158,000**
	MAINTENANCE & OPERATIONS					
6215	GENERAL SUPPLIES	4,835	3,571	4,025	3,500	3,500
6111	GENERAL CONTRACT SERVICE	12,523	8,231	98,856	8,500	8,500
6125	LITIGATION	28,360	14,968	1,944	22,000	12,000
6411	TELEPHONE EXPENSES	1,421	756	371	500	500
6311	OFFICE EQUIPMENT MAINTENANCE	1,300	1,212	121	1,300	1,300
6264	MILEAGE REIMBURSEMENT	26	20	54	100	100
6226	ADVERTISING AND PUBLICATIONS	47,987	34,513	56,431	30,000	26,200
6221	DUES AND SUBSCRIPTIONS	1,085	4,213	3,353	3,000	3,000
6231	MEETINGS	-	4	6	-	-
6241	TRAVEL & CONFERENCES	-	-	-	-	-
6245	TRAINING	-	-	-	-	1,000
6266	SPECIAL DEPARTMENTAL EXPENSE	22,758	37,406	28,706	13,200	12,200
		120,295	**104,894**	**193,865**	**82,100**	**68,300**
	CAPITAL OUTLAY					
8142	OFFICE EQUIPMENT	3,774	-	-	-	-
		3,774	**-**	**-**	**-**	**-**
	TOTALS	**334,104**	**291,911**	**401,081**	**307,000**	**226,300**

Administrative Services Department



ADMINISTRATIVE SERVICES

DEPARTMENT OPERATIONS: The Administrative Services Department is comprised of six principal operating divisions: Finance, Licensing, Treasury, Information Technology, Purchasing and Risk Management.

FINANCE DIVISION

The Finance Division provides a comprehensive, timely, and responsible fiscal management system that reflects past, current, and future financial conditions of the City and is responsible for:

- **Budgeting** for citywide operations, internal service programs, long-term debt management and compilation of special revenue fund budgets, including grants, enterprise fund and capital improvement budgets.

- **Accounting** of city revenues and expenditures, including general ledger, accounts payable, accounts receivable, payroll, internal service, grant and enterprise fund accounts.

- **Revenue Management (Licensing & Treasury)** including auditing of accounts and collection of money due to the City. Billing and collection of business licenses and utility accounts.

- **Financial Reporting** including preparation and/or coordination of state and federal mandated reports, the Comprehensive Annual Financial Report (CAFR), State Controller's Report for City and Community Redevelopment Agency (CRA), Statement of Indebtedness for CRA, Annual Street Report and other reports as needed.

Program Goals and Objectives

- Conduct a budget Mid-Year Review and recommend to the City Manager budget adjustments to the current budget.

- Review City Council Agenda items for financial impact.

- Continue conversion from the Legacy Accounting Systems to the newly acquired Eden Financial Application Systems including payroll, utility billing, and licensing.

- Process the City's semi-monthly payroll for over 600 regular and part-time employees (14,400 payroll checks annually). Prepare monthly, quarterly and

annual payroll report for PERS, PARS retirement system, Federal and State Withholding Tax, Medicare, State Disability, Unemployment and W2's. Coordinate with the Human Resources payroll changes including new employees, terminations, benefits, deductions, and compliance with the Memorandum of Understanding (MOU). Respond to all payroll related inquiries from other departments/divisions, employees, unions, and providers.

- Process the City's invoices for payment semi-monthly, 12,000 warrants (checks) annually. Maintenance of vendor files, warrant register and other accounts payable reports. Respond to payment inquiries from other departments/divisions, contractors and vendors.

- Process invoices requested by department/division for billing monthly. Send monthly billing statements. Respond to accounts receivable inquiries from departments/divisions and the public.

- Preparation of monthly journal entries associated with adjustments, wire transfers, loans, bond issues and interest allocations. Preparation of month-end and year-end closing. Coordinate the annual financial audit and provide all the necessary documents required by independent auditor. Coordinate the annual audit for the Community Redevelopment Agency and the Single Audit. Reconcile and maintain the general ledger, and preparation of revenue projections. Respond to accounting inquiries and provide written responses to request for public information from department/divisions and from the public.

- Preparation of the Comprehensive Annual Financial Report (CAFR) for City and the Community Redevelopment Agency (CRA). Preparation of the State Controller's Report, Annual Street Report, and CRA Statement of Indebtedness Report. Maintenance of the City's financial reports including trial balances, balance sheets, and statements of revenues and expenditures.

LICENSING DIVISION

The Licensing Division handles compliance with the City's business license and permits regulations, coordinates, review and approval process of applications for business activity permits with other City departments and serves as a payment processing center for parking citations, utility user tax, transient occupancy tax and other permits.

Program Goals and Objectives

- Process new applications and issue licenses, renewals, delinquency letters and notices of violation to over 5,500 businesses in the City.

- Conversion of over 5,500 Business Licenses to Eden Business License System. The new system will interface with the general ledger.

- Continue enforcement to locate and license unlicensed businesses and generate additional revenue.

- Promote positive community relations through excellence in customer services.

TREASURY DIVISION

The Treasury Division is responsible for acceptance of all revenues due to the City and assuring safekeeping, availability, timely deposit, and investment of funds. It is responsible for ongoing review of legislation, technology, and methods of operation to ensure compliance and effectiveness of operations, banking relationships, and investment policy.

Program Goals and Objectives

- Conversion of the current Water Billing System to the Eden Water Billing System which will integrate with the Cash Receipts Module and the General Ledger.

- Promoting implementation of improved disclosure and reporting approaches, including mandated GASB pronouncements.

- Continuing accurate financial records of City receipts and expenditures, and safekeeping thereof.

- Holding monies and funds, including investments, under the guidelines of safety, liquidity, and yield, in that order.

- Promoting internal controls.

- Processing daily cash receipts and tracking daily cash balances and anticipating the cash needs of the City.

- Interfacing with banks regarding issued checks, stop payments, and all bank transactions.

- Analysis and follow-up on outstanding bank account items.

INFORMATION TECHNOLOGY DIVISION

The Information Technology Division is responsible for planning, management and support of technology related resources throughout the city. The division is dedicated to providing a secure and reliable technology infrastructure to help City employees repond to the needs of citizens efficiently. These responsibilities include acquisition,

maintenance and support of networking hardware, desktop computers, software, and their technology related devices. The division is also responsible for maintaining the City's public website.

Program Goals and Objectives

- Continue with Eden Financial Systems implementation schedule.
- Data conversion for Business License, Utility Billing, and Permits.
- Payment Card Industry Security Standards compliance of Financial Systems Servers
- Server hardware upgrades
- Laserfiche upgrade
- Web filtering appliance upgrade
- File and Print Server for Community Services
- Antivirus upgrade
- Explore Server/Desktop virtualization

PURCHASING

The Purchasing Division assists all the City's Departments in purchasing, storing, and distributing the purchases of goods and services in a systematic and controlled environment. Also included is the disposition of unneeded items and redistribution to other departments. The Purchasing Division reviews purchases for compliance with City Council policy and purchasing guidelines.

Program Goals and Objectives

- Assist and oversee departments in the purchase of goods and services.
- Provide assistance on bidding procedures and requirements, vendor sources, estimated costs of goods and services, proper use of account codes, cooperative purchasing with other entities, request for proposals, request for qualifications, solicitation and evaluation, and sale of surplus equipment.

RISK MANAGEMENT (Insurance)

The division is responsible for administering the City's Worker's Compensation and General Liability Programs. The Risk Management Division is responsible for the procurement of various lines of insurance coverage for the City. The City is a member of the Independent Cities Risk Management Authority (ICRMA) an excess insurance Joint Powers Authority which provides excess liability coverage. The excess workers' compensation insurance coverage is provided by the California State Association of Counties Excess Insurance Authority (CSAC-EIA).

Program Goals and Objectives

- Procure various lines of insurance coverage for the City including property & automobile, earthquake, boiler & machinery, liability, and excess workers' compensation.

- Manage liability claims in conjunction with the City's third party claims administrator.

- Process and collect claims for damage done to City property caused by third parties.

Accomplishments FY 2008-2009

- Conversion from the Legacy Accounting Systems to the newly acquired Eden Financial Application Systems including the general ledger, accounts payable, project accounting, budget preparations, requisitioning, fixed assets, and accounts receivable.

- Presented to the City Council for action a General Fund Reserve Policy.

- Developed and presented to the City Council an updated Purchasing Policy and a Purchasing Procedures Manual.

- Conversion of the manual Purchasing System to Eden Financial Systems which interfaces with the General Ledger and Fixed Assets Module.

- Conducted a Mid-Year review of the City's Budget.

- Continued to promote awareness of City's finances to the public.

- Developed and Presented Budget Plan to Community at Town Hall Meeting.

- Developed and Presented Budget Plan to Workforce at City-Wide Employee Meeting.

- Conversion of the Cashiering System to the Eden Cashiering System which integrates with the general ledger.
- Installed hardware and software for File, Citrix, Database, Cashiering, TOP, and CMLE Servers
- Installed tape library. Established backup rotation schedule for financial data.
- Deployed desktop and Citrix clients
- Data conversion of Accounts Payable, Accounts Receivable, Fixed Assets, General Ledger, Parcel Manager, and Project Accounting
- Installed Cashiering stations
- Upgraded Dial-A-Ride database to reduce database size
- Updated forms, reports, letters for CodeIT databases
- Updated reports and Tax info for PurchaseIT database
- Updated reports, forms, and queries for Contract Class database
- Upgraded Antivirus Server to Symantec Endpoint Protection. Deployed clients to workstations and servers
- Upgraded Symantec Mail Security for Microsoft Exchange Server
- Upgraded Primary Email Server
- Upgraded File Server storage space
- Upgraded one Domain Controller
- Upgraded Sonasoft for Exchange application and agents
- Replaced System 36 tape drive
- Deployed SSL VPN for Vendor/User Access
- Established "Quick Links" and language translation for City website
- Repaired Telsoft Call Center Workstation. Imaged hard drive for emergency disaster recovery.

- Updated Disaster Recovery documentation
- Updated COLA increases and payroll program fixes for Financial System
- Automated timesheet entry process for Community Services part time employees and Rideshare payments
- Implemented FTP data transmission with CITIStreet for CalPERS 457 plan

City of El Monte
General Fund
Administrative Services

DEPARTMENT SUMMARY					
Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
Salaries & Benefits	1,079,441	1,104,234	1,091,587	1,165,800	687,000
Maintenance & Operations	131,542	154,507	208,556	221,300	111,600
Capital Outlay	19,359	13,100	307,190	48,200	10,000
TOTAL	**1,230,342**	**1,271,841**	**1,607,333**	**1,435,300**	**808,600**

City of El Monte

Expenditure Summary by Category/Departn

General Fund

Administrative Services

	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
	FINANCE					
	Salaries & Benefits	454,105	526,037	489,915	494,500	323,100
	Maintenance & Operations	26,445	22,357	40,821	95,100	18,700
	Capital Outlay	-	1,793	14,280	5,500	-
	TOTAL PURCHASING	480,550	550,187	545,016	595,100	341,800
	LICENSING					
	Salaries & Benefits	156,256	121,409	156,914	178,700	45,200
	Maintenance & Operations	63,177	93,187	109,833	73,900	10,100
	Capital Outlay	-	896	7,004	2,700	-
	TOTAL LICENSING	219,433	215,492	273,751	255,300	55,300
	CITY TREASURER					
	Salaries & Benefits	90,880	120,956	115,113	111,600	96,900
	Maintenance & Operations	23,979	23,593	35,862	25,700	25,100
	Capital Outlay	-	896	7,004	-	-
	TOTAL CITY TREASURER	114,859	145,445	157,979	137,300	122,000
	INFORMATION TECHNOLOGY					
	Salaries & Benefits	256,124	234,433	210,877	249,000	184,900
	Maintenance & Operations	(5,891)	7,900	10,908	16,100	50,100
	Capital Outlay	19,359	9,515	25,335	40,000	10,000
	TOTAL INFO TECHNOLOGY	269,592	251,848	247,120	305,100	245,000
	PURCHASING					
	Salaries & Benefits	122,076	101,399	118,767	132,000	36,900
	Maintenance & Operations	23,832	7,470	11,132	10,500	7,600
	Capital Outlay	-	-	253,568	-	-
	TOTAL PURCHASING	145,908	108,869	383,467	142,500	44,500
	TOTALS	**1,230,343**	**1,271,841**	**1,607,333**	**1,435,300**	**808,600**

City of El Monte

General Fund

Administrative Services

Licensing

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
100-31-331						
	SALARIES & BENEFITS					
5111	SALARIES-FULL TIME	154,395	120,420	155,953	175,100	38,200
5125	SALARIES-PART TIME	-	-	-	-	5,000
5132	SALARIES-OVERTIME	873	390	583	3,000	2,000
5255	ACCRUED BENEFITS PAYOFF	989	599	379	600	-
		156,256	**121,409**	**156,914**	**178,700**	**45,200**
	MAINTENANCE & OPERATIONS					
6215	GENERAL SUPPLIES	8,729	7,311	7,705	8,000	8,000
6111	GENERAL CONTRACT SERVICE	53,405	85,016	100,869	64,200	700
6411	TELEPHONE EXPENSES	107	71	146	300	300
6335	VEHICLE MAINTENANCE	-	-	-	-	-
6311	OFFICE EQUIPMENT MAINTENANCE	630	420	558	400	400
6264	MILEAGE REIMBURSEMENT	43	-	-	100	100
6226	ADVERTISING & PUBLICATIONS	-	155	175	200	200
6221	DUES AND SUBSCRIPTIONS	163	214	379	300	300
6231	MEETINGS	100	-	-	100	100
6241	TRAVEL & CONFERENCES	-	-	-	-	-
6245	TRAINING	-	-	-	300	-
6266	SPECIAL DEPARTMENTAL EXPENSE	-	-	-	-	-
		63,177	**93,187**	**109,833**	**73,900**	**10,100**
	CAPITAL OUTLAY					
8142	OFFICE EQUIPMENT	-	896	7,004	2,700	-
		-	**896**	**7,004**	**2,700**	**-**
	TOTALS	**219,433**	**215,492**	**273,751**	**255,300**	**55,300**

City of El Monte

General Fund

Administrative Services

Finance

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
100-31-311						
	SALARIES & BENEFITS					
5111	SALARIES-FULL TIME	429,984	439,492	481,864	478,300	314,100
5125	SALARIES PART TIME	17,597	-	-	-	-
5132	SALARIES-OVERTIME	1,786	317	2,255	13,000	5,000
5141	SALARIES-IOD	-	-	2,582	-	-
	ACCRUED BENEFITS PAYOFF	4,738	86,228	3,213	3,200	4,000
		454,105	**526,037**	**489,915**	**494,500**	**323,100**
	MAINTENANCE & OPERATIONS					
6215	GENERAL SUPPLIES	6,960	8,332	7,759	7,000	7,000
6111	GENERAL CONTRACT SERVICE	2,608	-	17,840	10,500	-
6411	TELEPHONE EXPENSES	524	858	1,356	1,000	1,000
6311	OFFICE EQUIPMENT MAINTENANCE	962	1,925	644	62,000	1,000
6264	MILEAGE REIMBURSEMENT	50	122	102	100	100
5181	CAR ALLOWANCE	7,200	6,500	7,200	7,200	4,800
6221	DUES AND SUBSCRIPTIONS	2,146	1,700	2,018	1,800	1,800
6231	MEETINGS	759	1,190	2,928	1,000	1,000
6241	TRAVEL & CONFERENCES	2,362	1,062	-	2,500	-
6245	TRAINING	64	-	-	-	-
6266	SPECIAL DEPARTMENTAL EXPENSES	2,810	668	975	2,000	2,000
		26,445	**22,357**	**40,821**	**95,100**	**18,700**
	CAPITAL OUTLAY					
8155	CAPITAL REPLACEMENT	-	-	-	-	-
8142	OFFICE EQUIPMENT	-	1,793	14,280	5,500	-
		-	**1,793**	**14,280**	**5,500**	**-**
	TOTALS	**480,550**	**550,187**	**545,016**	**595,100**	**341,800**

City of El Monte

General Fund

Administrative Services

City Treasurer

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
100-31-321						
	SALARIES & BENEFITS					
5111	SALARIES-FULL TIME	77,148	88,273	97,622	100,900	87,200
5125	SALARIES-PART TIME	4,312	24,514	8,098	-	-
5132	SALARIES-OVERTIME	685	248	1,922	3,000	2,000
5129	SALARIES-ELECTIVE/APPOINTIVE	7,224	7,224	7,224	7,200	7,200
	ACCRUED BENEFITS PAYOFF	1,510	697	247	500	500
		90,880	**120,956**	**115,113**	**111,600**	**96,900**
	MAINTENANCE & OPERATIONS					
6215	GENERAL SUPPLIES	1,551	1,750	493	1,500	1,000
6111	GENERAL CONTRACT SERVICE	15,561	15,471	29,430	16,300	16,300
6411	TELEPHONE EXPENSES	621	641	629	800	800
6311	OFFICE EQUIPMENT MAINTENANCE	1,763	1,439	1,673	1,500	1,500
6264	MILEAGE REIMBURSEMENT	53	39	5	100	100
5181	CAR ALLOWANCE	1,200	1,200	1,200	1,200	1,200
6221	DUES AND SUBSCRIPTIONS	1,030	502	940	1,200	1,200
6231	MEETINGS	130	60	316	300	200
6241	TRAVEL & CONFERENCES	1,370	1,600	1,177	2,100	2,100
6245	TRAINING	-	-	-	300	300
6266	SPECIAL DEPARTMENTAL EXPENSE	700	891	-	400	400
		23,979	**23,593**	**35,862**	**25,700**	**25,100**
	CAPITAL OUTLAY					
8142	OFFICE EQUIPMENT	-	896	7,004	-	-
		-	**896**	**7,004**	**-**	**-**
	TOTALS	**114,859**	**145,445**	**157,979**	**137,300**	**122,000**

City of El Monte

General Fund

Administrative Services

Information Technology

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
100-31-351						
	SALARIES & BENEFITS					
5111	SALARIES-FULL TIME	250,901	155,265	171,694	201,700	139,900
5125	PART TIME SALARIES	453	41,972	38,455	40,000	40,000
5132	SALARIES-OVERTIME	65	307	161	3,500	2,000
	ACCRUED BENEFITS PAYOFF	4,705	36,889	567	3,800	3,000
		256,124	**234,433**	**210,877**	**249,000**	**184,900**
	MAINTENANCE & OPERATIONS					
6215	GENERAL SUPPLIES	7,775	9,187	9,292	10,000	10,000
6111	GENERAL CONTRACT SERVICE	647	2,947	6,496	9,000	9,000
6411	TELEPHONE EXPENSES	6,463	4,924	4,376	7,000	7,000
6311	OFFICE EQUIPMENT MAINTENANCE	12,228	17,174	19,090	17,000	17,000
6264	MILEAGE REIMBURSEMENT	105	-	-	100	100
5181	CAR ALLOWANCE	2,400	1,700	2,400	2,400	2,400
6221	DUES AND SUBSCRIPTIONS	80	315	240	1,000	1,000
6231	MEETINGS	-	-	208	1,000	1,000
6241	TRAVEL & CONFERENCES	943	-	-	-	-
6245	TRAINING	50	-	5,034	5,000	1,000
6266	SPECIAL DEPARTMENTAL EXPENSE	1,418	9,653	1,772	1,600	1,600
4651	SERVICES FOR PUBLIC WORKS (WAT	(38,000)	(38,000)	(38,000)	(38,000)	-
		(5,891)	**7,900**	**10,908**	**16,100**	**50,100**
	CAPITAL OUTLAY					
8142	OFFICE EQUIPMENT	19,359	-	8,775	20,000	10,000
8145	SYSTEM INFRASTRUCTURE REPLACE	-	9,515	16,560	20,000	-
		19,359	**9,515**	**25,335**	**40,000**	**10,000**
	TOTALS	**269,592**	**251,848**	**247,120**	**305,100**	**245,000**

City of El Monte

General Fund

Administrative Services

Purchasing

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
100-31-341						
	SALARIES & BENEFITS					
5111	SALARIES-FULL TIME	105,971	81,865	107,059	128,200	34,900
5125	PART TIME SALARIES	-	17,749	10,029	-	-
5132	SALARIES-OVERTIME	1,261	-	986	2,000	1,000
	ACCRUED BENEFITS PAYOFF	14,844	1,785	693	1,800	1,000
		122,076	**101,399**	**118,767**	**132,000**	**36,900**
	MAINTENANCE & OPERATIONS					
6215	GENERAL SUPPLIES	3,383	2,835	5,695	3,000	3,000
6111	GENERAL CONTRACT SERVICE	17,383	388	892	1,800	1,800
6411	TELEPHONE EXPENSES	283	1,152	1,300	1,500	1,000
6311	OFFICE EQUIPMENT MAINTENANCE	-	-	42	500	500
6264	MILEAGE REIMBURSEMENT	-	-	-	-	-
5181	CAR ALLOWANCE	2,400	2,400	2,400	2,400	-
6226	ADVERTISING & PUBLICATIONS	-	-	-	500	500
6221	DUES AND SUBSCRIPTIONS	256	-	130	200	200
6231	MEETINGS	126	-	673	100	100
6241	TRAVEL & CONFERENCES	-	-	-	-	-
6266	SPECIAL DEPARTMENTAL EXPENSE	-	695	-	500	500
		23,832	**7,470**	**11,132**	**10,500**	**7,600**
	CAPITAL OUTLAY					
8133	FLEET MANAGEMENT	-	-	253,568	-	-
		-	**-**	**253,568**	**-**	**-**
	TOTALS	**145,908**	**108,869**	**383,467**	**142,500**	**44,500**

CITY ATTORNEY'S OFFICE

City Attorney

CITY ATTORNEY

DEPARTMENT OPERATIONS: The City Attorney's Office was established in fiscal year 2002-03 to serve as the legal advisor to the City Council, all City Boards and Commissions, all departments and department staff with respect to City matters.

OFFICE OF THE CITY ATTORNEY

Program Goals and Objectives

The City Attorney's Office provides legal advice to City Boards and Commissions, including the City Council, Planning Commission, Redevelopment Agency and the newly formed Project Area Advisory Committee. In connection with the foregoing legal consultation services, the City Attorney's Office also performs a range of transactional and procedural services, including *(1)* the drafting and/or review and modification of contracts and other legal documents (including development agreements, construction and maintenance agreements, professional services agreements, contractors agreements, property sale or acquisition agreements, regulatory agreements, license agreements, leases and subleases, restrictive covenants, deeds of trust, grant deeds, quitclaim deeds, promissory notes and the like); *(2)* the preparation of resolutions and ordinances; *(3)* legal research and the preparation of opinion and analysis memoranda on a range of legal topics; *(4)* the review and drafting of correspondence with other legal counsel; *(5)* the study and preparation of City sponsored ballot initiatives; and *(6)* negotiation, cooperation and coordination with other public bodies and their staff to pursue City objectives.

Below are additional specific Goals for 2009-10

1. Comprehensive update of city's right of way encroachment ordinance with the aim of achieving greater cost recovery for right of way encroachments and with the aim of addressing state and federal laws dealing with the placement of certain telecommunications facilities within the public right of way
2. Improvement of existing maintenance agreement program for certain discretionary land use approvals with the aim of achieving greater property maintenance
3. Comprehensive review of development fee and other permit fee systems with the aim of streamlining and simplifying and incentivizing commercial development within the City of El Monte.
4. Continued review and analysis of existing revenue sources with the aim of increasing city general fund revenues in a manner that minimizes the burdens on city taxpayers

Accomplishments FY 2008-2009

- The City Attorney's Office was key to establishing development and approval standards for wireless telecommunications facilities and facilities, devices structures and equipment used for wireless transmissions within the City of El Monte.
- The City Attorney's Office played a crucial role in getting an ordinance approved which amended Title 14 (Sustainable Development) of the El Monte Municipal Code regarding the Drought Response Conservation Plan.

- The City Attorney's Office was instrumental and played a key factor in development of the Purchasing System and a Purchasing Manual to provide the City of El Monte a detailed policies and procedures for the day-to-day business processes relating to the city's Purchasing function and to maintain departmental responsibility and flexibility in evaluating, selecting and purchasing supplies, equipment and services.
- One of the major accomplishments of the City's Attorney's Office was work and involvement in approval of the one half of one percent (1/2%) local transactions and use tax for the City of El Monte otherwise known as Measure GG.
- The City Attorney's office played a key role in updating and amending schedule for parking penalties for parking violations and late payment penalties.

Resolutions, Ordinances and Reports – The City Attorney's Office is dedicated to improving the efficient and legally compliant operation of the City and improving the quality of life for El Monte residents. To this end, the City Attorney's Office has worked with the City Council and City staff to develop ordinances and draft resolutions which give the City legal and regulatory tools necessary to better serve the public.

Ordinances and Resolutions: In fiscal year 2008-09, the City Attorney's Office has prepared over 15 ordinances and over 65 resolutions.

Some of the ordinances include Ordinance Number 2727 – Amending and Consolidating Chapters 3.24 (Purchasing System) and 3.26 (Uniform Public Construction cost accounting procedures) to create a single new and revised Chapter 3.24 (Purchasing System); Ordinance 2730 – adding Chapter 8.59 to Title 8 of the El Monte Municipal Code Book relating to vacant properties and Chapter 8.60 to Title 8; Ordinance 2745 which amended Chapter 5.48 (Hotel and Motel Regulations) of Title 5 of the Business License Section of the El Monte Municipal Code Book; Ordinance 2739 Amending Title 17 by addition of a new chapter 17.82 which establishes development and approval standards for wireless telecommunications facilities and facilities, devices structures and equipment used for Wireless Transmissions within the City of El Monte; Ordinance 2738 which amends Title 14 by the addition of a new chapter 14.02 – Drought Response Conservation Plan; and Ordinance 2725 which establishes ½% transactions (sales) and use tax for tangible personal property to be in effect for a five-year period (Measure GG).

Some of the resolutions include:

Resolution 9035 – Approving a 2009 Updated and Amended Schedule of Parking Penalties for Parking Violations and Late Payment Penalties; Resolution 9039 to Cooperate with the League of California Cities, Other Cities and Counties in Litigation Challenging the Constitutionality of Any Seizure by State Government of the City's Street Maintenance Funds; Resolution 9025 – Approving Purchasing of Certain Lands Owned by the El Monte Community Redevelopment Agency by the City of El Monte for Public Park Purposes – Gateway Park Site; Resolution 8972 Establishing the Membership Composition and Commencement date of a Transactions and Use Tax Fiscal Oversight Committee; Resolution 8971 – Adopting a Residential Vacant Property Fee Schedule to a Newly Added Chapter 8.60 to Title 8 Relating to Foreclosure of Residential Property Registration; Resolution 8975 – Approving a Proposed Schedule for the Development and Implementation of a Municipal Fats, Oils and Grease Source Control Program and

Authorizing the Conduct of a Community Outreach Effort to Solicit Input for the Program; Resolution 8978 Establishing a Cost Recovery Collection Penalty Assessment for Unpaid Parking Citations, just to name a few.

Agreements and Related Documents: As of July 1, 2008, the City Attorney's Office prepared, reviewed and/or finalized over 150 agreements. Some of the agreements include the several professional services agreements with several consultants including Goeppner & Assoc, RSG Services for five year implementation plan and ten year housing compliance plan; R.B. Johnson Carpet Cleaning Services; United Pumping Services for Hazardous materials response and removal; Trimming Land and Carlos Tree Services for maintenance and trimming of City trees; Amigos de los Rio Grant Writing Research Agreement; Raimi & Associates Professional Services Agreement for the development of a Health and Wellness General Plan; License Agreement for Joint Use Parking facilities with El Monte Union High School District; Arrowhead Consulting Inc. for gas pipeline relocation consulting; Commercial Premises Solid Waste Services; just to name a few.

Subpoena Review – The City Attorney's Office reviews Subpoenas served on the City to assure that the City has adequate time to comply with the request before forwarding to the appropriate department. Once the information is gathered by the department, information is forwarded to the City Attorney's office for review to make sure that the documentation being provided is disclosable and responsive to the request made. When necessary, the City Attorney's Office will appear in court to challenge subpoena requests judged to be improper or overreaching. This Office has reviewed and approved approximately 79 subpoenas during Fiscal Year 2008-2009.

Public Records Request – The City Attorney's Office processes all incoming public records requests served upon the City. The City Attorney's Office works with various City departments to locate material responsive to a request and reviews all such material before disclosure to determine whether there is a legal basis for withholding any or all of the items requested. Following its review of the requested material, the office generates and mails a compliance letter along with all disclosable information. In fiscal year 2008-2009, the office reviewed and approved approximately 200 Public Records Requests.

New Claims – The City Attorney's Office reviews and processes all claims served upon the City and makes recommendations and/or final determinations as to the disposition of such matters in close consultation with the City's adjuster, Carl Warren & Co. The City Attorney's Office works with Carl Warren & Co. to make sure that claims are resolved in a fair, timely and cost effective manner. The City Attorney's Office also assists claimants with any questions they might have concerning the status of submitted claims. As of June 30, 2009, the City Attorney Office has reviewed approximately 58 Claims.

There were approximately 9 claims settled in fiscal year 2008-2009. The total amount of settlements was $12,604.67. There were approximately 11 claims rejected. Currently, there are approximately 71 open claims.

Litigation Cases – The City Attorney's Office has approximately 12 open litigation cases. The City Attorney's Office works with the contracting firm to gather any information required for the

speedy resolution of such matters. The City Attorney's Office reviews all discovery served upon the City and assists City Departments in the preparation of responses.

During fiscal year 2008-2009, there were 3 Litigation Cases that were settled for $53,495.

Bankruptcy – The City Attorney's Office receives all bankruptcy notices and tracks all bankruptcy cases. Once it is time to file a Proof of Claim the City Attorney's Office generates a Notice RE Filing of Bankruptcy Petition Request Form and distributes it to the License and Water Department. The departments are to complete the response form and return it to the City Attorney's Office with the amount of money owed to the City. The City Attorney's office then files the Proof of Claim with the appropriate bankruptcy court. There are approximately 10 bankruptcy cases that the City Attorney's Office is tracking.

OFFICE OF THE CITY PROSECUTOR

Program Goals and Objectives

The Office of the City Prosecutor is assigned to provide direction, assistance and legal advice to both the Police Department and the Code Enforcement Department. It is my goal as their legal advisor to provide the most effective tools for enforcement that are currently available. It is with this in mind that I am providing the following goals and objectives:

1. Aggressively collect the restitution claims that are submitted to the City.

2. Develop ordinances that will ensure the safety of the citizens of the City.

3. Assist the various departments in their collection efforts regarding administrative citation issued.

4. Assist the police department in monitoring and administering the contracts within the department.

5. Provide guidance and direction to the Community Development Department regarding their reorganization.

6. Develop plans for dealing with the worst properties in El Monte.

7. Assist Police Department in refining the various contracts utilized with other cities.

8. Assist the Police Helicopter Program in developing a JPA.

Accomplishments FY 2008-09

The City Prosecutor's Office has successfully defended the Police Department Personnel records through Pitchess preventing the defense attorneys from disclosing private information. Additionally, through various sources, civil compromises, restitution and other collection

matters, we have collected over $50,000. In conjunction with other departments, the City Prosecutor's Office has enacted various ordinances designed to increase the quality of life of the El Monte residents and to provide greater protection to its citizens.

Public Nuisance Hearings/Property Maintenance Hearings – The City Attorney's Office/Prosecutor's Office coordinates with Code Enforcement and the Hearing Officer the schedule for Public Nuisance hearings. The Office reviewed and scheduled approximately 3 Public Nuisance Hearings and 0 Property Maintenance Hearings.

Parking Citations – The City Attorney's Office/Prosecutor's Office coordinates with Enforcement Technology and the Hearing Office the Administrative Parking Citation Hearings. Once the hearings are conducted the City Attorney's Office prepares outcome letters and mails them out. The Office also prepares a Parking Hearing Outcome summary and forwards it to Enforcement Technology and the City's Licensing Department. The City Attorney's Office also assists citizens with any questions pertaining to their parking citations. The Office reviewed and scheduled approximately 45 Parking Citation Hearings.

Administrative Citation Hearings – The City Attorney's Office/Prosecutor's Office coordinates with Code Enforcement or Police Department and the Hearing Officer the schedule for Administrative Citation Hearings. Once the hearings are conducted the City Attorney's Office/Prosecutor's Office prepares outcome letters and mails them out and prepares the Disposition of Administrative Citation Hearing and forwards copies to all the appropriate departments. The Office reviewed and scheduled approximately 3 Administrative Citation Hearings.

Notice to Appear – The City Attorney's Office/Prosecutor's Office receives and process Criminal Citations issued by both Code Enforcement and the Police Department. The citations are reviewed by the City Prosecutor prior to filing with the El Monte Courthouse. The Office reviewed and processed approximately 306 Criminal Citations.

Conditions, Covenants and Restrictions (CC&Rs) – The City Attorney's Office/Prosecutor's Office receives, reviews and process CC&Rs. The CC&Rs are reviewed prior to submitting approval to Engineering Department. The Office reviewed and processed approximately 2 CC&Rs.

Restitution Cases – The City Attorney's Office/Prosecutor's Office receives and process restitution cases for the City. The Office reviewed and processed approximately 39 Restitution Cases.

Notice of Motion and Motion for Pretrial Discovery (Pitchess Motion) – The City Attorney's Office/Prosecutor's Office receives and process the Pitchess Motion in coordination with the Police Department. The Offices prepares all responses and coordinates with the Police Department any court dates. The Office reviewed and processed approximately 13 Pitchess Motions.

COMMUNITY REDEVELOPMENT AGENCY

The City Attorney's office plays an active role in assisting the Community Redevelopment Agency in its pursuit and accomplishment of projects and goals by acting as the Agency General Counsel.

City of El Monte
General Fund
City Attorney

DEPARTMENT SUMMARY					
Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
Salaries & Benefits	317,374	362,410	351,712	380,900	163,800
Maintenance & Operations	73,379	76,542	59,970	61,600	105,500
Capital Outlay	-	12,681	2,459	-	-
TOTAL	**390,753**	**451,633**	**414,141**	**442,500**	**269,300**

City of El Monte

Expenditure Summary by Category/Department

General Fund

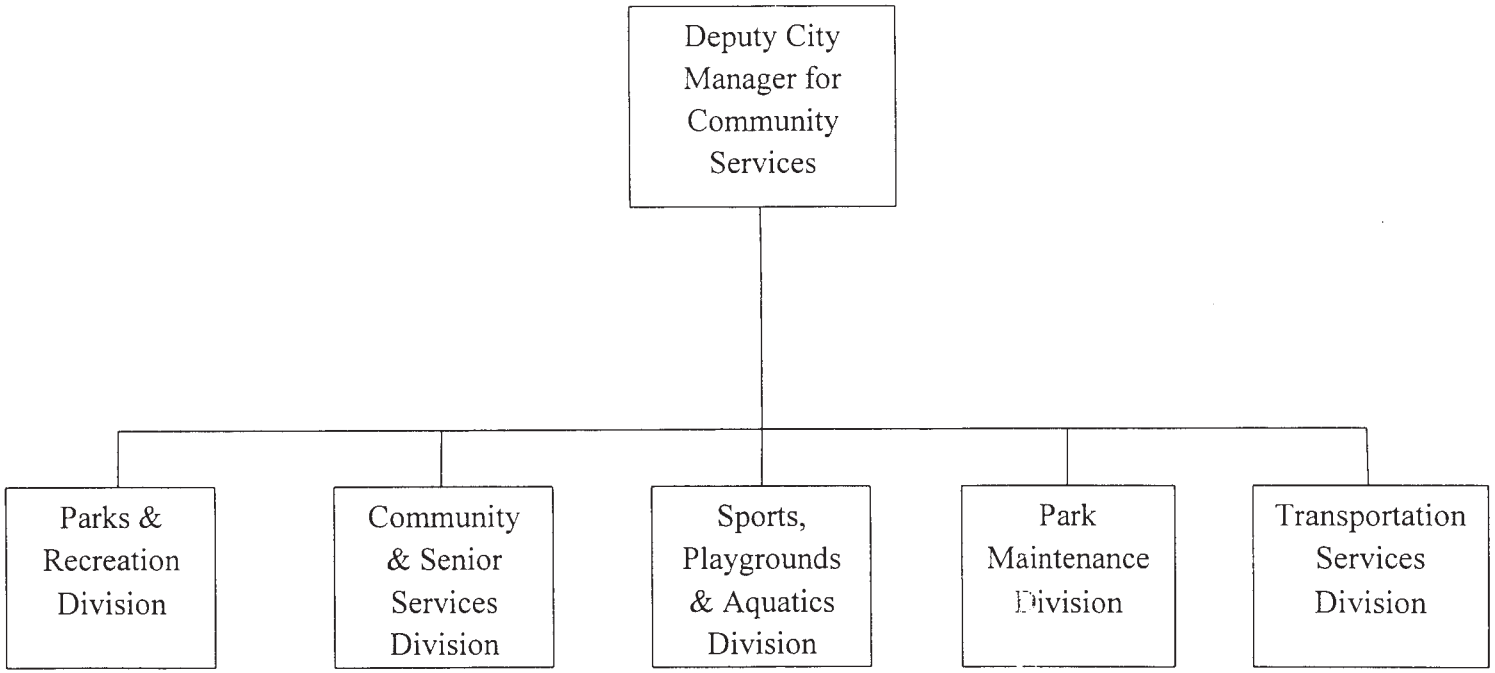
City Attorney

	Description	2005-06 Actual	2006-07 Actual	2007-08 Estimated	2008-09 Budget	2009-10 Adopted Budget
	CITY ATTORNEY					
	Salaries & Benefits	317,374	362,410	351,712	380,900	163,800
	Maintenance & Operations	73,379	76,542	59,970	61,600	105,500
	Capital Outlay	-	12,681	2,459	-	-
	TOTAL CITY ATTORNEY	390,753	451,633	414,141	442,500	269,300
	TOTALS	390,753	451,633	414,141	442,500	269,300

City of El Monte
General Fund
City Attorney

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
100-41-411						
	SALARIES & BENEFITS					
5111	SALARIES-FULL TIME	310,059	357,079	347,608	375,700	161,800
5132	SALARIES-OVERTIME	281	107	1,965	2,000	1,000
5255	ACCRUED BENEFITS PAYOFF	7,034	5,224	2,139	3,200	1,000
		317,374	**362,410**	**351,712**	**380,900**	**163,800**
	MAINTENANCE & OPERATIONS					
6215	GENERAL SUPPLIES	3,192	6,858	8,711	5,000	5,000
6111	GENERAL CONTRACT SERVICE	32,183	31,599	6,742	9,000	67,000
6411	TELEPHONE EXPENSES	2,483	2,740	3,315	3,000	1,500
6311	OFFICE EQUIPMENT MAINTENANCE	-	1,102	225	700	700
6264	MILEAGE REIMBURSEMENT	-	-	-	-	-
5181	CAR ALLOWANCE	6,600	7,800	11,400	11,400	4,800
6221	DUES AND SUBSCRIPTIONS	23,214	23,231	25,104	25,000	20,000
6231	MEETINGS	406	661	1,264	500	500
6241	TRAVEL & CONFERENCES	2,852	2,551	3,210	2,000	2,000
6266	SPECIAL DEPARTMENTAL EXPENSE	2,450	-	-	5,000	4,000
		73,379	**76,542**	**59,970**	**61,600**	**105,500**
	CAPITAL OUTLAY					
8155	CAPITAL REPLACEMENT	-	-	2,089	-	-
	REMODEL	-	348	-	-	-
8142	OFFICE EQUIPMENT	-	12,333	370	-	-
		-	**12,681**	**2,459**	**-**	**-**
	TOTALS	**390,753**	**451,633**	**414,141**	**442,500**	**269,300**

Community Services Department



COMMUNITY SERVICES DEPARTMENT

DEPARTMENT OPERATIONS

The El Monte Community Services Department is dedicated to providing exceptional parks, recreation, transit and social services benefiting all ages in our diverse community. In FY 2008-09 the Community Services Department started the year with a reduced budget, which was further cut mid-year, as part of city-wide budget reductions. Programs and services were somewhat reduced across all divisions, most significantly, including the closure of the aquatics center for 5 months. Full time staffing went from 47 to 46 with one layoff, as well as reductions in the number of part-time staff members (about 250 depending on the season) and hours, across the following six divisions:

Administrative Division
Community & Senior Services Division
Park Maintenance Division
Parks & Recreation Division
Sports, Playgrounds & Aquatics Division
Transportation Services Division

The FY 2009-2010 budget includes a nearly 50% cut in general funds. The Citywide budget reductions led to 8 layoffs of full-time staff and affected 110 part-time staff with layoffs and reduced hours in the Community Services Department. The difficult financial situation led to difficult decisions that required dramatically reduced programs and services to the community. FY 2009-2010 budget reductions also bring with it a consolidation of maintenance services with the Public Works Division in the Community Development Department. Staff remains committed to doing its best within its resources, to seek other funding and to work to restore requested programs in the future.

ADMINISTRATIVE DIVISION

The Administrative Division is responsible for the overall vision of the Community Services Department. The Department is lead by the Deputy City Manager for Community Services assisted by the Department Secretary and part-time office assistants. It is responsible for day to day operations of the Department, budget preparation and management, grant writing, grants management, payroll and accounts payable submittal, personnel matters, staff development, park development, park facility construction, inter-departmental coordination, outreach and collaboration with the School Districts, community organizations and others.

A regular strategic planning process with staff from all divisions was begun in FY 2008-2009 and continues in FY 2009-2010. This has defined our mission, or core values and our goals and objectives in six-month cycles, with the team moving forward together. Its core values include:

- Respect
- Teamwork
- Dedication
- Professionalism
- Health and Wellness
- Honesty and Integrity
- Exceptional Customer Services

FY 2009-2010 Program Goals and Objectives

- Complete the Parks and Recreation Master Plan
- Award the construction contract and begin construction of Gibson Mariposa Park. The State's fiscal crisis froze grant funds in FY 2009, delaying the project to FY 2010.
- Award the construction contract and begin construction of Kranz Fields. The State's fiscal crises froze grant funds in FY 2009, delaying the project to FY 2010. It is unknown whether the Kranz Gym project will have sufficient funds to proceed.
- Seek additional funds for Department operations and for capital projects. This includes grants and fundraising.
- Department Policy Manual – Complete the draft created in FY 2009.
- To develop and begin implementing a coordinated staff training program for full time and part-time staff.
- To develop and begin implementing a coordinated staff training program for full time and part-time staff.

COMMUNITY AND SENIOR SERVICES DIVISION

The Community & Senior Services Division fosters nutrition development, strengthens health and wellness and offers recreational experiences that challenge the mind and the body that facilitate independent living. The Division's goal is to help individuals age in place by providing valuable services. The Center is open to anyone 50 years of age or older but certain activities and services have age restrictions.

The Community and Senior Services Division is housed at the Jack Crippen Multi-purpose Senior Center, a one-stop multipurpose center with services provided by licensed professional staff, volunteers, and outside agencies.

The Division is committed to providing a variety of services and activities that will have a multi-cultural positive outcome for all ages of the community. Services include Congregate Meals, Nutritional Counseling, Integrated Care Management, Information and Assistance, Contract Classes, Historical Preservation, Health and Wellness, and the Summer Food Program for youth. Other services include on-site coordination by agencies to provide legal assistance, diabetes support activities, and safe driving classes. Tax assistance is also available. Activities designed to promote health and exercise,

include adult education and contract classes, specially designed. Health and educational seminars are designed to help people maintain their optimal health, and remain active in their home as long as possible.

Social Service Component

The Social Services component of the Division offers Integrated Care Management Services, Information & Assistance, and gives health and information seminars on a variety of subjects. Social Services also arrange to have agencies and volunteers visit the center to provide direct service. The Social Services component is comprised of the following goals and objectives.

Programs Goals and Objectives:

- Provide Integrated Care Management Services, which assists at risk seniors and dependent adult's age at home by assisting them in accessing the services they require to avoid premature or unnecessary institutionalization.
- Provide Information & Assistance, which assists individuals in resolving problems, by providing referrals and direct advocacy.
- Have outside agencies, organizations and volunteers at the Center to assist with such services as legal issues, driver education, assistive devices and advocacy and volunteer income tax and homeowner/renter assistance.
- Offer seminars to the community on a variety of health and informational topics.
- Secure grants and donations to sustain programs.

Senior Nutrition Program Component

The goal of the Senior Nutrition Program is to maintain or improve customer's social and physical independence by providing nutritious low-salt and low-fat meals and nutrition education.

Programs Goals and Objectives:

- Provide 26,000 quality hot meals to individuals 60 years of age or their respective spouses, five days a week.
- Conduct nutritional risk assessments to evaluate participant's food, health security issues, and levels of activities of daily living.
- Conduct diabetes and weight management support groups under the guidance of a registered dietician on a monthly basis.
- Present cost sustainability study involving expansion of senior food services for youth and seniors to the City Council.
- Seek grants that promote and sustain the "Be Well" Kaiser/Area Agency on Aging programs.

Community and Leisure Services Component

The Community and Leisure Services component of the division administers and coordinates major events, including health and wellness promotion, Trips and Tours,

Contract Classes, historical preservation of sites of interest, and the Summer Food Program for youth.

Program Goals and Objectives:

- Provide Contract Classes at most City-owned facilities at affordable costs.
- Organize and provide 12 special events and luncheons throughout the fiscal year.
- Seek out and apply for competitive grants that generate multi-cultural, inter-generational programs.
- Serve as staff liaison to the Historical Museum as advisor in seeking alternative funding to sustain and expand operations.
- Continue to maintain its designation by the County as a Community Focal Point and Cooling Center, with its hours of operation and comprehensive scope of services for older adults.
- Maintain funding through the Department of Education for the Summer Food Program to provide a minimum of 90,000 meals per year at various locations throughout the City for children age 3 months to 18 years of age.

Health and Wellness Component

The Health and Wellness component of the Division is a grant funded program through the Los Angeles County Department of Public Health. The program is dedicated to fostering policy change that supports the development of healthy, active environments for all community residents.

Program Goals and Objectives:

- Develop a Health and Wellness Element for the El Monte General Plan, with proposed components addressing healthy lifestyles and physical activity, access to healthy food, public safety and security, and access to recreation. Specific policies considered within these overarching topics include complete streets, possible incentives for establishing grocery stores and other healthy food choices, and establishing and expanding on existing joint-use agreements with local school districts to increase recreational space available to the public.
- Collaborate with City Departments, AltaMed Health Services, California Community Foundation, El Monte City School District, Amigos de los Rios, community based organizations, residents, business owners and non-profit organizations to successfully implement the initiative.
- Create a 1 mile circuit walking path with mileage markers and signage connecting various civic, educational, retail and health care facilities in the area.

TRANSPORTATION SERVICES DIVISION

The Transportation Services Division is committed to providing quality transportation service while continuing to respond to the changing needs of the community and passengers. The Transportation Services Division assures safe transport for all by requiring high standards of training and certification for safe, qualified drivers.

Transportation Services provides transportation for the Jack Crippen Senior Center Programs, youth sports, special city events, special interest day and overnight excursions and the El Monte Commuter Shuttle Program. Through Transportation Services, the City offers several programs for El Monte residents: Dial-A-Ride for senior citizens and individuals with disabilities; Trolley Tokens sales; and subsidized monthly TAP cards (bus passes) for MTA's Senior, Disabled, College and Students, Foothill's Senior, Disabled and Students, and the Senior and Disabled EZPass.

The El Monte Transit operates transit buses on five fixed-routes, providing transportation to approximately 50,000 passengers a month in ultra-low floor, clean fuel Compressed Natural Gas buses. The Transportation Services Division also maintains El Monte's 170 bus stops and shelters located throughout the city.

PARK MAINTENANCE DIVISION

The Park Maintenance Division provides clean, safe, healthy and aesthetically pleasing areas of the development of Recreation Programs for the community. It is responsible for:

Parks Maintenance

The City of El Monte has nine parks for its community. The Park Maintenance Division oversees the maintenance and improvement of each park. It is responsible for over forty-three acres of parkland. Some of the Park Maintenance Worker duties consist of: picking up litter from the park, sanitizing the public restrooms, graffiti clean-up, checking and maintaining park playground equipment, edging, weed eating, blowing off, mowing, hedging, pruning, painting, pest control, herbicide use, aerating, fertilizing, and over seeding.

Municipal Facilities

There are six major municipal facilities that Park Maintenance Division is responsible for the landscaping of: the El Monte Community Center, the Aquatic Center, the Jack Crippen Senior Center, the El Monte Historical Museum, the Metrolink/Trolley Station, the El Monte Civic Center consisting of City Hall East and West, as well as the Police Department. A few of the Park Maintenance worker duties consist of: mowing, edging, weeding of turf, pruning roses, pruning and trimming the ornamental trees, planting annual flowers, cleaning and sweeping sidewalks and walkways.

Building Maintenance

The Park Maintenance Division maintains the buildings of the El Monte Community Center, Aquatic Center, Jack Crippen Senior Center, El Monte Historical Museum, the Maintenance /Transportation Facility as well as park

facilities such as Lambert Park's auditorium and gym, Zamora Park's auditorium, Mt. View Park's auditorium, Pioneer Park's log cabin, and Historical Park's Osmond House. Some of the Park Maintenance worker duties consist of: Stripping and waxing of floors, sanitize facility restrooms, cleaning and maintaining the care of tables and chairs, and setting up and breaking down of organizations' events and meetings.

Bus Stop/Shelter Maintenance

The Park Maintenance Division maintains 145 bus stops throughout the city, 33 of the 145 stops are bus shelters. The bus stop crews' duties consist of: Sweeping and picking up all debris, pressure washing, graffiti removal, painting and replacement of trash liners.

Special Events

The City of El Monte has many special events throughout the year and the Park Maintenance Division is there to help run their special events. This includes setting up tables and chairs, maintaining the grounds, light construction, decorations, electrical, as well as running the sound system. Some of the special events the Maintenance Division is involved with are: Holiday House, Children's Day Parade, various carnivals, Veteran's Day Ceremonies, Summer Concerts, and Little League Openings.

City Lots

The Park Maintenance Division maintains its lots throughout the city. This includes clearing brush and debris as well as weed abatement.

Medians

The Maintenance Division maintains over 9 acres of street medians in the city. This consists of: mowing, trimming, over seeding, weeding, and fertilizing all landscaped medians.

Plumber

The City of El Monte has its own plumber under the supervision of the Park Maintenance Division. The plumber is responsible for all the plumbing needs of the city as well as the irrigation for all the city's parks, medians and landscape facilities.

Program Goals and Objectives

- *City Beautification*: To continue to upgrade City Beautification: To continue to upgrade aesthetic impact of medians, parkways and city facilities through a focus on landscaping design and maintenance. To access adequate funding to

implement a high level of maintenance programs for new medians, freeway frontages and future projects.

- *Park Buildings*: To partner with the Community Development Department to complete a needs assessment of the park system and to formulate a plan of action to improve the condition of these facilities.

- *Employee Evaluation*: Improve and implement the Department's employee evaluation system to further increase productivity, set goals and to improve accountability.

- *Drinking Fountain*: Replacement of 18 Drinking fountains throughout our parks.

- *Consolidation with Public Works:* The Park Maintenance Division will now be under the Community Development Department for the Fiscal Year 09-10. The Park Maintenance Division will continue and strive to provide clean, safe, healthy and aesthetically pleasing areas of the development of Recreation Programs for the community.

PARKS AND RECREATION DIVISION

The Parks and Recreation Division is responsible for the operations, programming and supervision of 12 city facilities. The parks service over 2,000 children per day, averaging approximately 700,000 contacts per year. The division provides quality programs, which include after school clubs and Nutritional Awareness & Physical Enhancement Programs that positively impact the health and wellness of children and families throughout the community. The Pee Wee Cheerleading Program, which promotes self-confidence, responsibility, discipline and dedication to over 80 girls, is offered at four park sites. The division provides Pee Wee after school sports activities at the parks that promote self confidence, sportsmanship, teamwork, and teach the basic fundamental skills of football, volleyball, basketball, soccer, and sideline basketball. The division also coordinates 6th, 7th & 8th Grade Dances, which provide teens the opportunity to socialize and interact in a positive, fun, safe and well-supervised environment. In addition, the division schedules recreational experiences for children and teens by offering field trips throughout the year. The Parks and Recreation Division is responsible for programming, supervision and facility coordination at the following sites:

- Arceo Park - summer program activities, Rockin' Wednesday Summer Concerts and special events throughout the year.
- Baldwin Mini Park – Year round after-school activities and clubs: Halloween, Christmas, New Years, Easter and summer programming and Pee Wee sports.
- Fletcher Park - Year round after-school activities and clubs; Halloween, Christmas, New Years, Easter and summer programming, park picnic shelter rentals, Pee Wee Cheerleading and sports.

- Lambert Park - Year round after-school activities and clubs; Halloween, Christmas, New Years, Easter and summer programming, Little League and AYSO Programs, park rentals, Pee Wee Cheerleading and sports.
- Bernie Boomer Gymnasium- Facilitates Youth Sports, Pee Wee Sports and Adult Sports Programs, Gymnastics, Gym rentals and Open Gymnasium Play.
- Mt. View Park -Year round after-school activities and clubs; Halloween, Christmas, New Years, Easter and summer programming, Pee Wee Cheerleading and sports, Adult Sports and Little League Programs.
- Pioneer Park - Log Cabin and field rentals, Little League, Adult and AYSO programs
- Rio Vista Park – Park monitoring and park rentals.
- Zamora Park - Year round after-school activities and clubs; Halloween, Christmas, New Years, Easter and summer programming, park rentals, Pee Wee Cheerleading and sports.
- Zamora Teen Art Center - Free Artist Workshops, Guitar lessons, Voice, Music and Theatre Acting lessons and building rentals.

The Parks and Recreation Division is responsible for providing special events that continue to promote and build a sense of community and increase cultural unity throughout the City. These events attract over 42,000 participants. The division also provides support services to numerous citywide events.

The division also facilitates the use/rental of the El Monte Community Center in addition to all park sites. Numerous schools, community organizations, county agencies and non-profit organizations as well as residents use City facilities.

The Arts and Communication Room serves as the marketing arm for the Department and is responsible for the design and distribution of the past Community Services Brochures. This area provides support services in event promotion.

Program Goals and Objectives

- To enhance the quality and disbursement of Community Services information that is posted on department website.
- Continue serving as Youth Sports Council liaison to the Little Leagues and Soccer Leagues.
- Designated department staff liaison with volunteer organizations such as Goodwill, San Gabriel Conservation Corps, and local High Schools etc.
- To enhance the quality and distribution of the facility rental brochure in order to increase the marketing of city facilities.
- To increase facility rentals by 30%.
- To create a Wedding Share and Special Event Showcase for 2010 that will increase revenue without impacting the general fund.
- To create a Picnic Shelter Rental Party Program.
- To host a Citywide Mother and Daughter Princess Tea Party with no impact to the general fund.

- To evaluate division programs and continue to offer necessary programming with a 50% reduced budget.
- Continue soliciting sponsorships in order to continue offering excellent Rockin' Wednesday Summer Concert Series with no impact to the general fund.
- To have successfully implemented a Park Watch Program at Arceo Park that strengthens the safety and security of the neighborhood.
- To have enhanced the fine arts program at the Zamora Teen Art Center and to expand opportunities to create, display and experience art.
- Complete the Arceo Park Upgrade Project.
- To coordinate department 6, 7 and 8 Dances with the Mt. View and El Monte School Districts which target specific schools. This would allow the department to continue offering dances without impact to the general fund.

SPORTS, PLAYGROUNDS AND AQUATICS DIVISION

The Sports, Playgrounds and Aquatics Division operates the El Monte Aquatics Program, Youth Sports Program and the Adult Sports Program.

The El Monte Aquatic Center offers seasonal programs for all ages from infants to senior citizens. Programs offered include: Swim Lessons, Swim Team, Dive Team, Lap Swim, Water Aerobics, Dry Land Aerobics, Public Swim, Facility Rentals, Private Lessons, Adult Classes, Senior Swim, and Junior Lifeguard Program.

The After School Sports programs offered citywide provide a positive atmosphere to the youth of El Monte to recreate, learn teamwork, good sportsmanship and staying physically active. Selected after school playgrounds offer children in the fourth through the eighth grades, seasonal sports leagues, clinics, field trips and special events. Trained Recreation Leaders teach fundamental skills, strategy and the mental aspects of sports beginning with sportsmanship.

The Adult Sports Program is a self-sustaining program, which offers a variety of organized sports activities for adults. There are many benefits to the City including: facilities are kept in top condition, adults who are normally difficult to program for have good quality programs in which to participate, and local industry and sponsors are able to offer their employees a coordinated recreation program. Local eateries, sporting goods stores and gasoline stations reap the benefits of local teams who patronize their services. Over 80,000 customer contacts occur each year in this program.

Program Goals and Objectives

- Develop a schedule of Fall and Spring Aquatics classes that will generate enough revenue to totally fund them, inclusive of Swim Team and Dive Team programs.
- Search out Grant Funding to re-establish the Youth Sports Program at the 8th Grade level.
- Expand the Cogswell CDBG Program to four leaders and possible intramural sports.

- Expand the energy conservation at the Aquatic Center.
- Endeavor to maximize the remaining programs with reduced resources.

Accomplishments FY 2008-2009

Administrative Division

- Completed Design of Gibson Mariposa Park. This includes the development of community made mosaic tiles for the park, via a California Community Foundation grant to Mujeres de la Tierra, and a lease to use City property.
- Completed Design of Kranz Gym and Field Joint Project with Mountain View School District. Project went to bid but was placed on hold when State froze the grant funding.
- Hired a Health and Wellness Coordinator, a County PLACE grant funded position, to implement this 3 year $330,000 grant to develop policies that promote more active living and healthier lifestyles in the El Monte community.
- Upgraded Baldwin Mini Park and Arceo Park through partnership with San Gabriel Valley Conservation Corps, California Community Foundation and using restricted funds.
- Installed outdoor exercise equipment at Lashbrook Park through partnership with the Trust for Public Land and grant funds.
- A new cell phone tower lease site was approved for Zamora Park, generating about $37,000 in annual revenue.
- Partnered with El Monte High School to mentor two students who spent 6 days assisting and learning from all divisions within the Community Services Department. Also partnered with Goodwill who provided high school volunteers year around at no cost to the City (paid by Goodwill).
- Received $50,000 in donations allowing "positive alternatives" 5/6th and 7/8th grade after school sports program to continue in spring 2009.
- Completed contract compliance review of Rio Vista Park and Rio Hondo Trail.

Community and Senior Services Division

- Gave 7 health and information seminars to the community including such topics as "Senior Scams and How to Avoid Them", "Medicare Part D Prescription Drug Coverage", "Identify Theft", "Adult Abuse", "Aging with Vision Loss", "Changes in Medicare" and Medi-Cal spend-down.
- Provided care management services to 300 frail elderly and dependent adults to help them age at home and avoid unnecessary or premature institutionalization.
- Provided information and assistance services to more than 550 consumers to assist them resolve a wide range of problems.
- Offered trained volunteers who assisted consumers with Federal and State income tax returns, and Homeowner/Renter Assistance applications.
- Host and facilitate monthly meetings of the East San Gabriel Valley Multi-Disciplinary Task Force, involving licensed professionals.

- Provide a yearly flu shot clinic in cooperation with the Los Angeles County Health Department to inoculate up to 450 seniors and disabled persons. This is accomplished with the help of staff and more than 15 volunteers assisting.
- Program will receive funding to serve senior meals by the Los Angeles County Area Agency on Aging.
- Continuation of the "BE WELL" Program with Kaiser and the County of Los Angeles, impacting 25 patients. Examples of results included 30 lb. weight loss, reduction or elimination of diabetic medications, waist reduction of 14 inches, and on-going involvement in the Center's exercise and nutrition program.
- The site was one of 24, out of 56 L.A. County nutrition sites honored with distinction along with receiving the "Silver Thermometer" award for 11 years in a row.
- Utilization of volunteers that provided more than 850 hours of service.
- Received a $5,000 grant from Union Pacific to help maintain the current level of meal service in light of the reduction in funding.
- Designated as a "Cooling Center" by the Los Angeles County Area Agency on Aging for keeping the Center open and providing cool beverages during heat waves.
- Continuation of Contract Classes, Piano, Line Dancing, Princess Ballet, Hip-Hop, Taekwondo, and the Parent & Me 'Shake Your Sillies'.
- Added 3 new Contract Classes, including Line Dance, and Tumbling.
- Maintain funding for 1 more year of the PLACE grant, which resulted in a Community Charette and consultant to develop the Health & Wellness initiative.
- Served as the department liaison in coordinating the efforts of various city departments and community based organizations in applying for and being awarded 1 in 5 (throughout Los Angeles County), the PLACE (Polices for Livable Active Communities and Environments) Grant.
- Wrote and received City Council approval for our Health & Wellness resolution.
- Conducted a grant workshop for 30 people in the department.
- Conducted a community Charette that allowed 40 residents and community organizations to speak out a written document was generated summarizes outcomes that helped create the Arceo walking path with signage and mileage markers.
- Completed and were awarded four grants totaling approximately $420,000 nutritional services for youth and seniors (2), case management and Union Pacific Railroad.
- Awaiting decision on a grant proposal for 37,500 from the Kaiser Family Foundation.
- Presented a comprehensive report to the commission regarding the sustainability of the Senior Center Kitchen/Lobby Expansion Project.
- Created a new Health & Wellness website: HealthyElMonte.com
- Wrote and presented Healthy Cities and communities' resolution for civic partnerships.

Parks and Recreation Division

- Held a successful Pee Wee Cheerleaders Jamboree with over 700 in attendance.
- Maintained quality programs and activities throughout the parks and facilities with limited staffing due to budget reductions.
- Coordinated the 2009 Rockin' Wednesday Summer Concerts and successfully received sponsorships and increased vendor participation by approximately 20%

without impact to the general fund. The summer concerts had an estimated attendance of 19,000 over the 4-week concert series.

- Reorganized the Pee Wee Sports Program by reducing games played and providing more practice time in order to continue providing a service to the children in the community while minimizing program costs.
- Established park picnic Shelter rentals at Arceo and Fletcher Park.
- Spearheaded first Departmental Community Services Open House in conjunction with the opening night concert.
- Continued to play a significant role in all City wide events such as Rio Vista Park Opening Ceremony, El Monte Bike Rally, Gateway Park Ribbon Cutting, Veterans Day, Memorial Day, 4th of July Pancake Breakfast, Health Fair, employee retirements etc., by providing assistance in planning organizing, decorating, staffing and set up.
- Created a citywide facility rental brochure to help market city facilities.
- Completed the Arceo Park repairs and refurbishing of the Arceo Park stage area.
- Through the Equipment Replacement Program that was instituted the division was able to replace the Community Center kitchen freezer, replace damaged tables at Mt. View Park, replace damaged Mt. View Park Little League dugout fencing, purchase round tables for Lambert Park auditorium and replace worn chairs at the Grace Black Auditorium.
- Without impact to the general fund, held a successful Annual Holiday House three-day event that attracted over 17,000 visitors.
- Coordinated the 2009 Fiesta of Books in collaboration with the El Monte and Mt. View School District, which had approximately 2,000 children, and families in attendance.
- Held the most successful Children's day Parade without impact to the general fund.
- Produced a higher quality department brochure that included and promoted Community based information.

Parks Maintenance Division

- *Lambert Park / El Monte National Little League:* El Monte National Little League hosted District and Sectional All- Stars in July. The Park Maintenance Division helped out in the preparation of fields. The crew repaired, replaced broken dugout panels, made irrigation repairs, painted dug outs bleachers and snack bar areas.

- *Summer Concerts at the Parks:* Our annual summer concerts at Arceo Park began on July 9th. Our Park Maintenance Crew did a terrific job in setting up, breaking down and maintaining service during the five concerts.

- *City Hall Irrigation Project:* The irrigation along Johnson Street was of much needed repairs due to breakages of the installation of the backup generator. Our Plumber and Park Maintenance Crew repaired and redesigned the irrigation lines along Johnson Street.

- *Median Cleanup Projects:* The Park Maintenance Division's median crew completed beautifying the landscaping at various sites. At the corners of Ramona Blvd and Cogswell Rd., plants and shrubs were manicured as well as putting in new mulch. All the fountain grass along Stewart St. in front of Longo Toyota was trimmed back. The medians along Ramona Blvd and Montecito St. had all the groundcover trimmed back. Put freshly new mulch along Ramona Blvd. and Peck Rd. medians.

- *Installation of Drinking Fountains:* The Park Maintenance Crew installed new drinking fountains at Mountain View Park.

- *Installation of Barbeque Pits:* The Park Maintenance Division's crew installed fourteen new barbeque pits. Six at Mountain View Park, five at Lambert Park, and three at Pioneer Park. The installation process included grinding out old rotted b-b-q pits, welding on the new ones, and finishing paint to touch up the welds.

- *Little League Openings:* El Monte National Little League at Lambert Park and El Monte Eastern Little League at Mountain View Park held their opening days. The Park Maintenance Division helped out in their preparation of the fields. The crew repaired fences, replaced broken dugout panels, made minor irrigation repairs, power washed dugouts, bleachers and snack bar area. We also supplied paint for them as well helped with the painting.

- *Rotary Club Volunteer Project:* On Saturday, April 25, 2009 the El Monte Rotary Club held a volunteer clean-up and beautification event at two locations, one at Cogswell Rd. and the other at Lambert Park. The Park Maintenance crew assisted with this event by offering technical support and selecting suitable bedding plants and shrubs for both projects. The Park Maintenance crew picked-up and delivered the materials for both projects and oversaw the planting of Bougainvillea vines, Agapanthus, Gardenias, and Marigolds as well as the spreading of ground cover mulch.

- *Eagle Scout Project:* The Park Maintenance Division had 25 new picnic benches that were in need of assembly and installation at Mountain View and Lambert Parks. Juan Reyes a 14-year-old Arroyo High School student who is in the process of earning his Eagle Scout Badge took the challenge of organizing and assembling these benches. This required Juan to meet with Park Maintenance staff in advance of the project to learn how to assemble the benches. He then had to organize volunteers, set the time and date of the project have all the necessary tools to perform the job and inspected all benches for safety once assembled. Juan did an outstanding job and all 25-picnic benches were built and installed successfully.

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Sports, Playground and Aquatics Division

- Continued successful year round operation of the El Monte Aquatic Center. Swim lesson attendance continues to not only be strong, but also grow each year. The Aquatic Center programs exceeded Revenue projections again this year.

- The After School Youth Playground Program served over 1,600 boys and girls in flag football, volleyball, soccer and basketball programs. Each participant met 3 days per week, which included two practice days and one game day.

The Adult Sports Program continues to be strong in attendance serving 28 basketball teams each season (4 seasons per year) and 52 men's softball, 18 co-ed and 6 masters (40

Transportation Division

- The city's Compressed Natural Gas Station Upgrade Project has been completed, with installation of a new compressor, dryer, upgrading the facility's electrical to accommodate equipment needs, and installation of a new two-hose, fast-fill dispenser with monitoring capabilities. Construction continues with the installation of a canopy and placement of station's slow-fill piping underground, allowing for pull-through time-fill fueling.
- With the completion of the ACE Corridor/Ramona Underpass Project, an evaluation was conducted of the city's five Trolley routes. To ensure that the city's transit system continues to meet the community's needs three of the five Trolley routes were modified.
- The new Transit Access Pass (TAP) system is now in place and operational at the city's Trolley Station Office located on Center Avenue. A TAP card is a reloadable and remarkable microchip-imbedded, plastic fare card that can be used month after month. You tap the card on the new fare box when you board.
- An upgrade to the Trolley Station's office surveillance system has been completed.
- The city took delivery of two new 25-passenger cutaway-style buses.
- Two Ford F150 trucks were purchased for the Transportation maintenance staff.

City of El Monte
General Fund
Community Services

DEPARTMENT SUMMARY					
Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
Salaries & Benefits	3,385,877	3,238,334	3,340,525	3,285,300	1,501,700
Maintenance & Operations	1,234,189	1,099,270	1,271,340	1,088,700	631,300
Capital Outlay	68,090	33,496	101,813	-	-
TOTAL	**4,688,157**	**4,371,100**	**4,713,679**	**4,374,000**	**2,133,000**

City of El Monte

Expenditure Summary by Category/Division

General Fund

Community Services

	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
	ADMINISTRATION					
	Salaries & Benefits	132,891	84,301	95,432	138,200	152,400
	Maintenance & Operations	56,123	42,125	63,493	41,800	46,300
	Capital Outlay	62,505	27,934	61,393	-	-
	TOTAL ADMINISTRATION	251,519	154,360	220,318	180,000	198,700
	COMMUNICATIONS MARKETING					
	Salaries & Benefits	70,611	68,527	66,241	62,800	-
	Maintenance & Operations	18,426	20,846	15,415	19,000	10,000
	Capital Outlay	-	-	-	-	-
	TOTAL COMMUNICATIONS MKTG	89,037	89,373	81,656	81,800	10,000
	PARKS BUILDING MAINTENANCE					
	Salaries & Benefits	1,007,266	1,144,727	1,154,700	1,078,300	357,800
	Maintenance & Operations	534,465	465,516	536,832	467,500	265,200
	Capital Outlay	-	-	-	-	-
	TOTAL PARKS BUILDING MAINT	1,541,731	1,610,243	1,691,532	1,545,800	623,000
	PLUMBING & IRRIGATION					
	Salaries & Benefits	211,745	250,462	237,016	281,700	76,500
	Maintenance & Operations	74,956	75,952	129,641	69,500	10,000
	Capital Outlay	-	-	-	-	-
	TOTAL GROUNDS MAINTENANCE	286,702	326,414	366,657	351,200	86,500
	AQUATIC CENTER					
	Salaries & Benefits	529,859	517,062	564,595	507,600	167,600
	Maintenance & Operations	375,841	300,077	322,347	300,700	172,200
	Capital Outlay	5,585	-	17,330	-	-
	TOTAL AQUATIC CENTER	911,285	817,139	904,272	808,300	339,800
	PARKS & RECREATION					
	Salaries & Benefits	600,080	533,708	556,352	530,000	314,500
	Maintenance & Operations	28,122	31,491	41,688	33,000	21,800
	Capital Outlay	-	-	-	-	-
	TOTAL PARKS	628,202	565,199	598,040	563,000	336,300
	SPORTS & PLAYGROUNDS					
	Salaries & Benefits	473,938	370,533	354,462	393,100	216,900
	Maintenance & Operations	29,180	30,684	30,370	29,600	26,600
	Capital Outlay	-	-	1,923	-	-
	TOTAL SPORTS & PLAYGROUNDS	503,118	401,217	386,755	422,700	243,500

City of El Monte

Expenditure Summary by Category/Division

General Fund

Community Services

	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
	SENIOR SERVICES					
	Salaries & Benefits	202,804	165,149	194,701	161,100	137,200
	Maintenance & Operations	9,499	6,571	20,971	20,700	24,700
	Capital Outlay	-	-	21,166	-	-
	TOTAL SENIOR SERVICES	212,303	171,720	236,838	181,800	161,900
	CONTRACT CLASS INSTRUCTION					
	Salaries & Benefits	29,506	12,287	18,073	12,000	6,000
	Maintenance & Operations	55,945	70,262	56,507	50,000	15,000
	Capital Outlay	-	-	-	-	-
	TOTAL CONTRACT CLASS INST	85,451	82,549	74,579	62,000	21,000
	MUSEUM					
	Salaries & Benefits	20,737	4,284	1,258	3,100	-
	Maintenance & Operations	25,665	29,028	31,427	29,900	12,000
	Capital Outlay	-	-	-	-	-
	TOTAL MUSEUM	46,402	33,312	32,686	33,000	12,000
	ADULT SPORTS					
	Salaries & Benefits	106,440	87,294	97,696	117,400	72,800
	Maintenance & Operations	25,966	26,718	22,649	27,000	27,500
	Capital Outlay	-	5,562	-	-	-
	TOTAL ADULT SPORTS	132,406	119,574	120,345	144,400	100,300
	TOTALS	**4,688,157**	**4,371,100**	**4,713,679**	**4,374,000**	**2,133,000**

City of El Monte

General Fund

Community Services

Administration

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
100-51-511						
	SALARIES & BENEFITS					
5111	SALARIES-FULL TIME	54,135	35,950	43,789	91,200	107,500
5125	SALARIES - PART TIME	73,912	46,155	48,316	44,700	43,000
5132	SALARIES-OVERTIME	1,916	1,096	2,451	800	400
5129	SALARIES-ELECTIVE/APPOINTIVE	707	1,100	875	1,500	1,500
	ACCRUED BENEFITS PAYOFF	2,221	-	-	-	-
		132,891	**84,301**	**95,432**	**138,200**	**152,400**
	MAINTENANCE & OPERATIONS					
6215	GENERAL SUPPLIES	8,795	9,298	9,765	6,600	6,600
6111	GENERAL CONTRACT SERVICE	3,000	-	332	2,000	2,000
6411	TELEPHONE EXPENSE	28,509	21,873	26,189	23,000	16,000
6311	OFFICE EQUIPMENT MAINTENANCE	-	-	-	300	300
6315	SPECIAL DEPT EQUIPMENT MAINTEN/	-	-	167	-	-
6266	COMMISSION EXPENSE	2,096	357	366	800	1,500
6264	MILEAGE REIMBURSEMENT	114	43	91	100	100
5181	CAR ALLOWANCE	6,200	4,000	4,800	4,800	4,800
6226	ADVERTISING AND PUBLICATIONS	194	420	630	500	500
6221	DUES AND SUBSCRIPTIONS	483	257	1,057	500	500
6231	MEETINGS	1,316	986	1,313	600	500
6241	TRAVEL & CONFERENCES	1,794	861	2,760	600	500
6245	TRAINING	1,196	178	1,374	500	9,000
6266	SPECIAL DEPARTMENTAL EXPENSE	2,426	3,852	14,650	1,500	4,000
		56,123	**42,125**	**63,493**	**41,800**	**46,300**
	CAPITAL OUTLAY					
8155	CAPITAL REPLACEMENT	46,553	7,348	41,935	-	-
8131	LEASE/PURCHASE EQUIPMENT	15,953	20,586	19,458	-	-
		62,505	**27,934**	**61,393**	**-**	**-**
	TOTALS	**251,519**	**154,360**	**220,318**	**180,000**	**198,700**

City of El Monte

General Fund

Community Services

Communications Marketing

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
100-56-562						
	SALARIES & BENEFITS					
5111	SALARIES-FULL TIME	53,215	54,863	60,168	62,300	-
5125	SALARIES - PART TIME	14,761	12,923	5,794	-	-
5132	SALARIES-OVERTIME	1,475	-	16	-	-
	ACCRUED BENEFITS PAYOFF	1,161	741	263	500	-
		70,611	**68,527**	**66,241**	**62,800**	**-**
	MAINTENANCE & OPERATIONS					
6215	GENERAL SUPPLIES	18,426	20,846	15,415	19,000	10,000
		18,426	**20,846**	**15,415**	**19,000**	**10,000**
	TOTALS	**89,037**	**89,373**	**81,656**	**81,800**	**10,000**

City of El Monte

General Fund

Community Services

Parks Building Maintenance

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
100-52-522						
	SALARIES & BENEFITS					
5111	SALARIES-FULL TIME	816,404	889,873	931,649	895,500	289,800
5125	SALARIES - PART TIME	126,847	121,922	151,911	161,700	60,000
5132	SALARIES-OVERTIME	26,393	16,132	57,092	13,100	-
	ACCRUED BENEFITS PAYOFF	37,622	116,800	14,048	8,000	8,000
		1,007,266	**1,144,727**	**1,154,700**	**1,078,300**	**357,800**
	MAINTENANCE & OPERATIONS					
6215	GENERAL SUPPLIES	92,116	82,892	83,484	76,000	60,000
6111	GENERAL CONTRACT SERVICE	25,436	20,396	25,389	31,400	15,800
6415	UTILITIES	339,229	308,356	337,644	280,000	170,000
6411	TELEPHONE	617	735	463	-	-
6335	VEHICLE MAINTENANCE	55,589	34,642	61,258	60,200	-
6331	BUILDING MAINTENANCE/REPAIRS	958	656	1,003	-	-
6311	OTHER EQUIPMENT MAINTENANCE	5,901	6,526	9,703	7,500	7,500
5181	CAR ALLOWANCE	-	66	-	-	-
6221	DUES AND SUBSCRIPTIONS	486	697	765	900	900
6231	MEETINGS	1,458	1,097	1,823	1,500	1,000
6241	TRAVEL & CONFERENCES	-	-	-	-	-
6266	SPECIAL DEPARTMENTAL EXPENSE	6,026	5,086	5,066	5,000	5,000
1130-095.00	SAFETY EQUIPMENT	6,649	4,367	10,235	5,000	5,000
		534,465	**465,516**	**536,832**	**467,500**	**265,200**
	TOTALS	**1,541,731**	**1,610,243**	**1,691,532**	**1,545,800**	**623,000**

City of El Monte

General Fund

Community Services

Plumbing & Irrigation

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
100-52-						
	SALARIES & BENEFITS					
5111	SALARIES-FULL TIME	208,129	247,421	235,261	278,600	73,400
5132	SALARIES-OVERTIME	555	-	350	-	-
	ACCRUED BENEFITS PAYOFF	3,061	3,041	1,405	3,100	3,100
		211,745	**250,462**	**237,016**	**281,700**	**76,500**
	MAINTENANCE & OPERATIONS					
6215	GENERAL SUPPLIES	29,161	25,387	47,444	31,500	10,000
6111	GENERAL CONTRACT SERVICE	26,336	25,121	56,503	8,000	-
6415	UTILITIES	19,459	25,444	25,694	30,000	-
		74,956	**75,952**	**129,641**	**69,500**	**10,000**
	TOTALS	**286,703**	**326,414**	**366,657**	**351,200**	**86,500**

City of El Monte

General Fund

Community Services

Aquatic Center

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
100-54-548						
	SALARIES & BENEFITS					
5111	SALARIES-FULL TIME	120,575	147,546	153,145	169,600	109,400
5125	SALARIES - PART TIME	396,658	366,662	404,933	335,500	58,200
5132	SALARIES-OVERTIME	8,333	359	2,333	-	-
	ACCRUED BENEFITS PAYOFF	4,292	2,495	4,184	2,500	-
		529,859	**517,062**	**564,595**	**507,600**	**167,600**
	MAINTENANCE & OPERATIONS					
6215	GENERAL SUPPLIES	105,811	79,696	84,391	78,600	55,500
6111	GENERAL CONTRACT SERVICES	-	158	4,034	6,000	6,000
6415	UTILITIES	243,703	195,363	219,629	200,000	105,000
6411	TELEPHONE	358	-	-	200	200
6315	OTHER EQUIPMENT MAINTENANCE	11,719	12,008	7,306	6,000	1,000
6226	ADVERTISING AND PUBLICATIONS	6,336	5,857	1,987	1,800	1,800
6221	DUES AND SUBSCRIPTIONS	590	543	475	600	400
6231	MEETINGS	329	976	399	500	300
6241	TRAVEL & CONFERENCES	-	-	-	-	-
6266	SPECIAL DEPARTMENTAL EXPENSE	6,996	5,476	4,126	7,000	2,000
		375,841	**300,077**	**322,347**	**300,700**	**172,200**
	CAPITAL OUTLAY					
8142	OFFICE EQUIPMENT	5,585	-	17,330	-	-
		5,585	**-**	**17,330**	**-**	**-**
	TOTALS	**911,285**	**817,139**	**904,272**	**808,300**	**339,800**

City of El Monte

General Fund

Community Services

Parks & Recreation

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
100-56-561						
	SALARIES & BENEFITS					
5111	SALARIES-FULL TIME	193,785	201,752	214,570	210,400	201,300
5125	SALARIES - PART TIME	392,452	313,098	326,383	308,400	110,000
5132	SALARIES-OVERTIME	9,829	16,163	12,982	9,000	1,000
	ACCRUED BENEFITS PAYOFF	4,015	2,695	2,416	2,200	2,200
		600,080	**533,708**	**556,352**	**530,000**	**314,500**
	MAINTENANCE & OPERATIONS					
6215	GENERAL SUPPLIES	15,744	21,027	25,549	20,000	10,000
6111	GENERAL CONTRACT SERVICE	500	222	353	800	-
6411	TELEPHONE EXPENSE	(150)	-	-	100	-
6311	OFFICE EQUIPMENT MAINTENANCE	924	36	36	100	-
6321	OTHER EQUIPMENT MAINTENANCE	238	336	452	300	-
6264	MILEAGE REIMBURSEMENT	24	-	31	300	-
5181	CAR ALLOWANCE	4,800	4,800	4,800	4,800	4,800
6226	ADVERTISING AND PUBLICATIONS	2,027	1,390	4,095	2,200	2,000
6221	DUES AND SUBSCRIPTIONS	217	285	632	200	-
6231	MEETINGS	318	-	1,166	200	-
6241	TRAVEL & CONFERENCES	-	-	-	500	-
6266	SPECIAL DEPARTMENTAL EXPENSE	3,480	3,395	4,574	3,500	5,000
		28,122	**31,491**	**41,688**	**33,000**	**21,800**
	TOTALS	**628,202**	**565,199**	**598,040**	**563,000**	**336,300**

City of El Monte

General Fund

Community Services

Sports & Playgrounds

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
100-54-546						
	SALARIES & BENEFITS					
5111	SALARIES-FULL TIME	242,281	215,136	224,668	233,500	109,400
5125	SALARIES - PART TIME	218,421	151,637	127,305	154,800	107,500
5132	SALARIES-OVERTIME	956	-	-	1,000	-
	ACCRUED BENEFITS PAYOFF	12,280	3,760	2,489	3,800	-
		473,938	**370,533**	**354,462**	**393,100**	**216,900**
	MAINTENANCE & OPERATIONS					
6215	GENERAL SUPPLIES	13,892	15,397	18,300	15,000	15,000
6111	GENERAL CONTRACT SERVICE	1,351	1,271	2,130	1,500	1,500
6411	TELEPHONE EXPENSE	(3)	-	(12)	-	-
6311	OFFICE EQUIPMENT MAINTENANCE	909	80	495	500	500
6266	OTHER EQUIPMENT MAINTENANCE	455	435	479	500	500
6264	MILEAGE REIMBURSEMENT	587	249	-	500	500
5181	CAR ALLOWANCE	4,800	5,010	4,800	4,800	4,800
6226	ADVERTISING AND PUBLICATIONS	2,431	2,472	1,694	1,100	1,100
6221	DUES AND SUBSCRIPTIONS	140	480	577	500	500
6231	MEETINGS	299	186	832	200	200
6241	TRAVEL & CONFERENCES	(390)	-	-	-	-
6266	SPECIAL DEPARTMENTAL EXPENSE	4,710	5,104	1,075	5,000	2,000
		29,180	**30,684**	**30,370**	**29,600**	**26,600**
	CAPITAL OUTLAY					
8131	OTHER EQUIPMENT	-	-	-	-	-
		-	-	-	-	-
	TOTALS	**503,118**	**401,217**	**384,831**	**422,700**	**243,500**

City of El Monte

General Fund

Community Services

Senior Services

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
100-55-551						
	SALARIES & BENEFITS					
5111	SALARIES-FULL TIME	138,299	120,752	143,003	118,700	124,200
5125	SALARIES - PART TIME	59,813	41,942	51,234	41,400	12,000
5132	SALARIES-OVERTIME	1,462	-	-	1,000	1,000
	ACCRUED BENEFITS PAYOFF	3,230	2,455	464	-	-
		202,804	**165,149**	**194,701**	**161,100**	**137,200**
	MAINTENANCE & OPERATIONS					
6215	GENERAL SUPPLIES	5,809	4,138	7,676	14,000	13,000
6111	GENERAL CONTRACT SERVICE	-	-	7,134	1,200	1,200
6411	TELEPHONE EXPENSE	-	33	-	1,000	1,000
6311	OFFICE EQUIPMENT MAINTENANCE	-	-	1,427	900	900
6264	MILEAGE REIMBURSEMENT	-	-	167	400	400
5181	CAR ALLOWANCE	2,400	2,400	2,400	2,400	2,400
6226	ADVERTISING AND PUBLICATIONS	-	-	250	-	-
6221	DUES AND SUBSCRIPTIONS	-	-	804	300	300
6231	MEETINGS	1,290	-	796	200	200
6241	TRAVEL & CONFERENCES	-	-	-	-	-
6266	SPECIAL DEPARTMENTAL EXPENSE	-	-	317	300	5,300
		9,499	**6,571**	**20,971**	**20,700**	**24,700**
	CAPITAL OUTLAY					
8142	OFFICE EQUIPMENT	-	-	21,166	-	-
		-	**-**	**21,166**	**-**	**-**
	TOTALS	**212,303**	**171,720**	**236,838**	**181,800**	**161,900**

City of El Monte

General Fund

Community Services

Contract Class Instruction

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
100-55-554						
	SALARIES & BENEFITS					
5111	FULL-TIME SALARIES	-	-	-	-	-
5125	RECREATION LEADERS	28,788	12,287	18,073	12,000	6,000
5125	SENIOR RECREATION LEADERS	587	-	-	-	-
5132	OVERTIME	131	-	-	-	-
		29,506	**12,287**	**18,073**	**12,000**	**6,000**
	MAINTENANCE & OPERATIONS					
6215	SUPPLIES	9,671	17,391	17,684	2,500	-
6111	CONTRACT SERVICE	46,274	52,871	38,509	47,500	15,000
6266	SPECIAL DEPARTMENTAL EXPENSE	-	-	314	-	-
		55,945	**70,262**	**56,507**	**50,000**	**15,000**
	TOTALS	**85,451**	**82,549**	**74,579**	**62,000**	**21,000**

City of El Monte

General Fund

Community Services

Museum

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
100-51-513						
	SALARIES & BENEFITS					
5111	SALARIES-FULL TIME	16,873	1,413	-	-	-
5125	SALARIES-PART TIME	3,865	2,871	1,258	3,100	-
		20,737	**4,284**	**1,258**	**3,100**	**-**
	MAINTENANCE & OPERATIONS					
6215	GENERAL SUPPLIES	91	324	-	1,000	-
6111	GENERAL CONTRACT SERVICE	12,700	15,600	15,600	15,600	6,000
6415	UTILITIES	12,199	12,339	14,810	12,200	6,000
6411	TELEPHONE	675	765	720	700	-
6266	SPECIAL DEPARTMENTAL EXPENSES	-	-	297	400	-
		25,665	**29,028**	**31,427**	**29,900**	**12,000**
	TOTALS	**46,402**	**33,312**	**32,686**	**33,000**	**12,000**

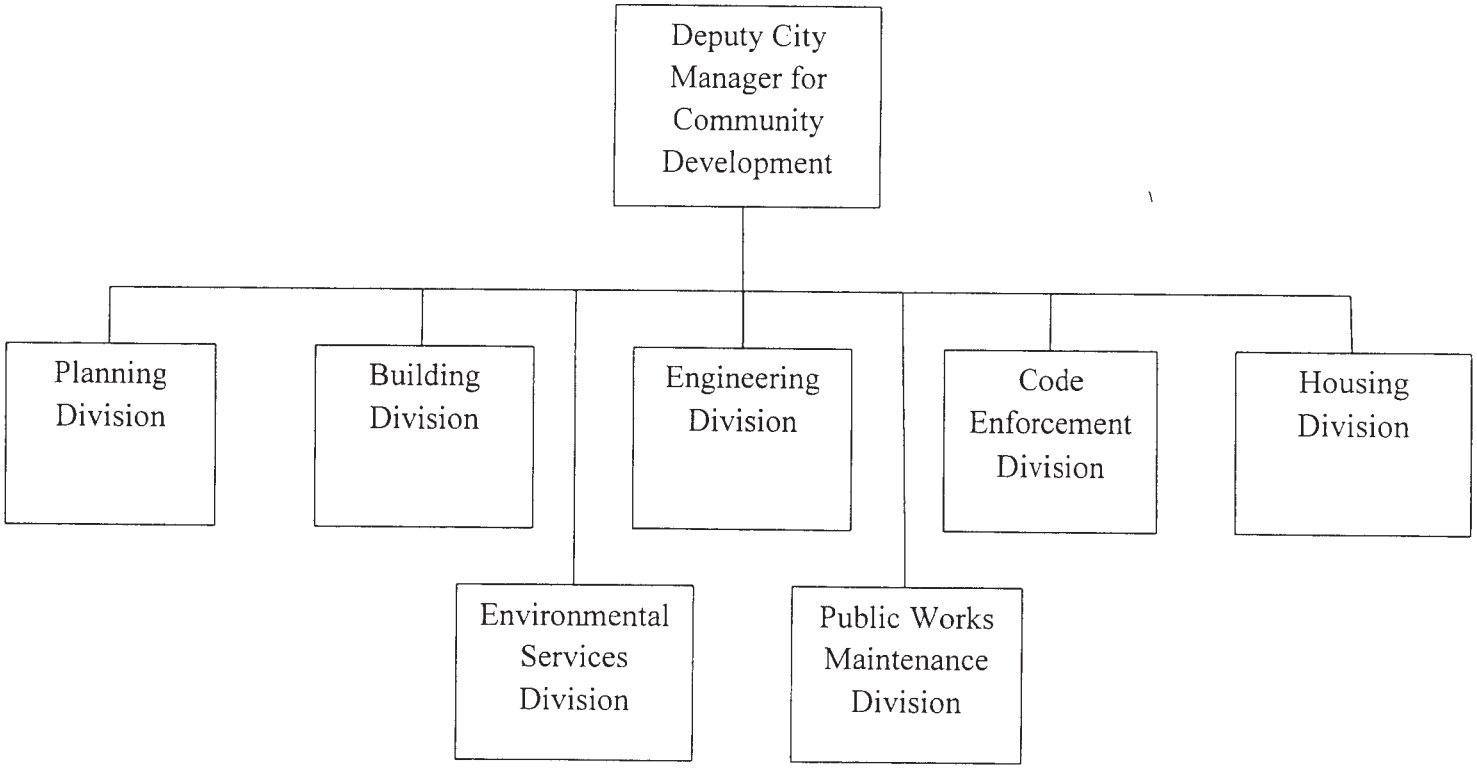
City of El Monte

Adult Sports Fund

Adult Sports

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
100-54-545						
	SALARIES & BENEFITS					
5111	FULL TIME SALARIES	49,062	36,859	46,569	59,400	14,800
5125	PART TIME SALARIES	54,948	44,897	49,989	58,000	58,000
5132	OVERTIME FLSA	77	-	-	-	-
5255	HOLIDAY	2,353	5,538	1,138	-	-
		106,440	**87,294**	**97,696**	**117,400**	**72,800**
	MAINTENANCE & OPERATIONS					
6215	GENERAL SUPPLIES	(47)	-	-	-	-
6111	CONTRACT SERVICES	5,572	2,480	2,232	3,000	3,000
6335	VEHICLE MAINT.	5,442	4,383	1,119	4,700	4,700
6226	ADVERTISING & PUBLISHING	-	365	246	400	400
6221	DUES & SUBSCRIPTIONS	140	-	-	200	200
6231	CONFERENCES & MEETINGS	-	-	25	100	100
6266	TROPHIES	11,283	13,796	12,496	11,500	12,000
6311	MAINTENANCE	3,575	5,694	6,531	7,000	7,000
6141	INSURANCE	-			100	100
		25,966	**26,718**	**22,649**	**27,000**	**27,500**
	CAPITAL OUTLAY					
8131	OTHER EQUIPMENT	-	5,562	-	-	
		-	**5,562**	**-**	**-**	**-**
	TOTALS	**132,406**	**119,574**	**120,345**	**144,400**	**100,300**

Community Development Department



COMMUNITY DEVELOPMENT DEPARTMENT

DEPARTMENT OPERATIONS: The Community Development Department is responsible for guiding physical development of private property consistent with General Plan goals, objectives and policies and zoning, subdivision and development standards; for administering and enforcing State and City regulations applicable to land use and construction in the City. In addition, the Community Development Director serves as the Building Official for the City. The Community Development Department is comprised of seven principal operating divisions: Planning, Building, Engineering, Code Enforcement, Environmental Services, Housing and Public Works Maintenance.

BUILDING DIVISION

Activities and services of the Building Division are focused on promoting and facilitating high quality construction and the maintenance of buildings and structures on private property to contribute and to maintain a safe, healthy, and prosperous living condition in the City. Daily activities include the review of construction plans for compliance with building and construction codes and zoning development standards; issuance of building, electrical, plumbing, and mechanical permits to properly licensed persons; in-construction inspections to ensure construction complies with approved plans and minimum standards of construction; conduct emergency inspections; maintenance of building records and plans; and provision of general building and construction information.

The Division checks all building plans for compliance with applicable codes. It inspects all building constructions for compliance with plans and codes. It maintains records of all building constructions performed under permit. Further, it investigates and resolves issues of illegal and substandard construction activities within the City. The mission of the Building Division is to promote safe and high quality construction to improve the quality of the housing and building stock within the City.

Program Goals and Objectives

- Provide customer friendly services in a timely manner and deliver to the public consistent and accurate information about the building and permitting process in the City.

- Evaluate the existing service delivery and information management systems for conversion to digital based solutions and web based applications.

- Provide coordinated, streamlined, and timely plan checking, permitting, development, and inspection services.

- Administer and enforce the City's building and construction code, and implement local policies and guidelines in an efficient, consistent, and professional manner.

- Coordinate with county, regional, state, and federal agencies to ensure local compliance and implementation of best building and safety practices.

- Develop a local compliance/enforcement fee structure for adoption and implementation.

CODE ENFORCEMENT DIVISION

The Division is responsible for the enforcement of the Municipal Code with regards to public nuisances, health and safety regulations and zoning ordinances. The Division receives and investigates complaints and seeks code compliance for alleged violations of the Municipal Code including property maintenance violations, public and private parking violations, zoning violations, illegal vendors, rummage and yard sales, commercial, residential and industrial property violations, and signage codes. The Division also conducts property inspections to approve all Certificate of Occupancies and annual Business License renewals to obtain compliance with standard property requirements.

Program Goals and Objectives

- Provide a healthier, safer and enhanced environment for the residential and business community of the City of El Monte.

- Promote public awareness of property maintenance codes.

- Obtain a high degree of compliance on specific code violations, thereby maintaining and persevering property values.

ENGINEERING DIVISION

The Engineering Division's charges, duties and responsibilities encompass a broad range of tasks and functions that are performed both independently and cooperatively with many of the various divisions and departments of the City. Responsibilities include overseeing and managing the design of construction projects, preparing cost estimates and specifications, providing public works inspections, and the contract administration relating to street, drainage system and facilities, sewer systems, and overall right of way improvement projects. Additional duties include mitigating and conducting engineering and construction surveys, title and property research and assisting citizens and developers with this information. The Division provides technical services to the residents, business communities, and City Departments. These services include project development, design, survey, inspection, and contract administration. Construction and encroachment permits are issued by staff, create assessment districts, mitigates traffic concerns, provide street development and maintain city maps. Reviews and inspects

private subdivisions and developments, reviews and sets conditions for street and utility permits, and issues and supervises grading permits.

The Division prepares the plans, specifications and estimates for Public Works contracts and administers the contracts during the construction process. The Division provides administrative supervision over all engineering functions, such as plan checking, record keeping, maintaining original plans and maps, and working on special projects as assigned. Right of way construction inspection is provided for all public streets. Other functions consist of investigation, recommendations and implementation of various public works projects through the bid process. Projects include the installation of traffic signals, storm drains, sewer projects, and major street improvement programs.

The Division is responsible to ensure compliance with the State of California's National Pollutant Discharge Elimination System (NPDES) rules and regulations. Water pollution degrades surface waters making them unsafe for drinking, fishing, swimming, and other activities. As authorized by the Federal Government's Clean Water Act 1972, NPDES permit program controls water pollution by regulating point sources that discharge pollutants into waters of the United States. Point sources are discrete conveyances such as pipes or man-made ditches. Permits are issued to industrial, municipal, and other commercial facilities if discharging directly to surface waters which will end up in any source of water. Since its introduction in 1972, the NPDES permit program is responsible for significant improvements to our Nation's water quality.

Current Projects

- The City of El Monte has obtained funding for infrastructure projects under the American Recovery and Reinvestment Act of 2009 (ARRA) signed by President Obama. The Engineering Division will be managing the project scope of work for both the Street Improvement Project and the Sidewalk Improvement Project.

  The following is a timeline of when the City expects to commence and complete the project:

  Street Improvement Project: ESPL-5210(016), EA:07933464L

Provided Caltrans with Preliminary Plans & Specifications	April 09
Received Environmental Clearance from Caltrans	May 09
Received EA-76 (Authorization to Proceed) from Caltrans	July 09
Resubmit Final Plans & Specifications to Caltrans	Sep 09
Obtain City Council Approval to Advertise Project	Sep 09
Award of Bid to Contractor at City Council Meeting	Oct 09
Commence Construction	Nov 09
Complete Construction	April 2009

Sidewalk Improvement Project: ESPL-5210(018), EA:07933488L

Provided Caltrans with Preliminary Plans & Specifications	April 2009
Received Environmental Clearance from Caltrans	June 09
Received EA-76 (Authorization to Proceed) from Caltrans	July 09
Resubmit Final Plans & Specifications to Caltrans	Sep 09
Obtain City Council Approval to Advertise Project	Sep 09
Award of Bid to Contractor at City Council Meeting	Oct 09
Commence Construction	Nov 09
Complete Construction	April 2009

- Valley/Santa Anita Street and Traffic Enhancement Project will increase the capacity of the intersection to allow traffic in all directions to flow. A Memorandum of Understanding (MOU) between the City of El Monte and the Los Angeles County Metropolitan Transportation Authority (Metro) was executed to perform the scope of work. The mutual convergence amongst the two agencies indicates an intended common line of action legally committing both agencies to the common goal of enhancing the intersection and providing traffic mitigation measures to expedite the flow of traffic. There is a 50/50 split of the $4.2 million dollars associated with performing the necessary improvements that will facilitate transit movement between the City and Metro.

- The 2009-2010 State of California Safe Routes to School Program (8th Cycle) will enhance pedestrian movement within the public right of way and encourage healthy activities for the children in our community. The City was granted $1 million dollars for this project, with a share in cost of $100,000 for the City. California's stake is for $900,000.

- The 2008-2009 State of California Safe Routes to School Program (Cycle II) will enhance pedestrian movement within the public right of way and encourage healthy activities for the children in our community. This grant is for the amount of $611,000.

- 2009-2010 Proposition C funds will be used to upgrade and enhance four signalized intersections. The four intersections are Ramon/Peck, Peck/Fineview, Valley/Peck and Santa Anita/Lower Azusa. Cost to perform this work is $500,000.

- 2009-2010 CDBG funds will be used to resurface and reconstruct streets within the block grant areas. The area chosen will focus on streets south of Garvey Avenue between Santa Anita Avenue and Tyler Avenue.

- Rosemead Boulevard and Telstar Avenue Traffic Enhancement Project will modify the current configuration into a T-intersection design, allowing Caltrans to comment on the design, and receive the authorization to proceed (EA-76) with the construction phase of the project. The scope of the project is to provide a 2nd left turn lane for southbound traffic on Rosemead Boulevard into Telstar Avenue.

Program Goals and Objectives

- Provide effective engineering services in the area of land development. Provide plan check and supervision of the Subdivision Engineering activity within the City Limits.

- Provide effective engineering technical records support to the City departments and the public.

- Provide design support and contract administration for Capital Projects for Sewer, Water, Storm Drain and Street projects.

- Have charge and custody of all maps, plans and surveys of all right-of-ways, sidewalks, bridges, landings, sanitary sewers, storm water drains, and other public land, works and structures.

- Provide traffic analysis and forecasts and update traffic counts on all major streets.

- Insuring that public facilities are planned and meet present construction standards.

- Manage the City's Capital Improvement Programs.

- Prepare and file record of all sidewalk and sanitary sewer assessment data.

- Prepare or review and approve all plans to construct, extend or connect to the municipal sanitary sewer or storm water drain system.

- Perform all necessary field investigations required for associated plan reviews and inspections for all sanitary sewer and storm drain main installation and service connections.

- Review STANDARD URBAN STORMWATER MITIGATION PLANS (SUSMP), which outlines the necessary Best Management Practices (BMPs) that must be incorporated into engineering design plans for new or modification of exiting developments or redevelopment projects:
    - Developments of one acre or more of surface area is subject to the SUSMP numerical design criteria requirement;
    - Ten or more unit homes (includes single family homes, multifamily homes, condominiums, and apartments);
    - Automotive service facilities;
    - Restaurants;
    - Retail gasoline outlet;
    - Parking lot 5,000 square feet or more of surface area or with 25 or more parking spaces;
    - Redevelopment projects in subject categories that meet redevelopment thresholds; and

- Location within or directly adjacent to or discharging directly to an environmentally sensitive area if the discharge is likely to impact a sensitive biological species or habitat and the development creates 2500 square feet or more of impervious surface.

- Works with Federal Highway Administration, Caltrans, Los Angeles County Metropolitan Transportation Authority (Metro), Los Angeles County Department of Public Works, Los Angeles County Sanitation District, and the Regional Board on State and Federal Regulations and Standards.

The City Council delegates the approval of discretionary permits to the Planning Commission. The Commission conducts public hearings, renders decisions and recommendations to the City Council on all significant development proposals and land use and development matters, including design and improvement of subdivisions, general plan amendments, ordinances, vacation of public rights of way, and other zoning, land use, and environmental policy issues. The Planning Division serves as staff the Planning Commission and is charged with performing all planning functions for the City.

The Planning Division's mission is to encourage well thought-out development and to facilitate the transformation of the physical environment into a balanced and diverse community and to promote and sustain a high quality of life for El Monte residents.

To implement the vision, the long-term objective of the Planning Division is to guide the development and growth of the City in accordance with adopted goals established by the City Council in the General Plan. To aid in accomplishing this objective, the division administers certain land use controls such as zoning and subdivision regulations, develops and implements specific plans, corridor implementation plans, and sustainable design guidelines and development standards.

Program Goals and Objectives

- Provide customer friendly services in a timely manner and deliver to the public consistent and accurate information about land use and development goals in the City.

- Engage in long range planning efforts to implement the vision and goals of the El Monte General Plan. This includes zone changes, code amendments, development and design standards, environmental review procedures, congestion management programs, and attainment of housing goals.

- Administer the City's zoning and development regulations, policies, and guidelines in an efficient and professional manner.

- Develop and implement Specific Plans and Implementation Plans for various commercial and industrial districts within the City.

- Complete the Comprehensive General Plan update in 2009.

- Work with property owner of underutilized, vacated, or vacant industrial land parcels in the City to plan and market the property for reuse in a manner that is beneficial for the City, its residents, and for the owner.

- Coordinate with county, regional, state, and federal agencies to implement applicable land use, planning, transportation, housing, environmental, and air quality requirements.

- Evaluate the existing service delivery and information management systems for conversion to digital based solutions and web based applications.

City of El Monte
General Fund
Community Development

DEPARTMENT SUMMARY

Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
Salaries & Benefits	2,922,078	2,399,152	2,726,108	2,530,100	1,889,000
Maintenance & Operations	3,607,963	3,455,211	3,291,983	2,643,800	2,837,300
Capital Outlay	111,724	34,062	39,545	3,000	9,800
TOTAL	**6,641,765**	**5,888,425**	**6,057,636**	**5,176,900**	**4,736,100**

City of El Monte

Expenditure Summary by Category/Division

General Fund

Community Development

	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
	COMMUNITY DEVELOPMENT ADMIN					
	Salaries & Benefits	-	-	-	-	65,600
	Maintenance & Operations	-	-	-	-	25,900
	Capital Outlay	-	-	-	-	-
	TOTAL PLANNING	-	-	-	-	91,500
	PLANNING					
	Salaries & Benefits	481,632	317,470	355,271	397,000	160,000
	Maintenance & Operations	414,382	205,753	101,387	100,200	85,600
	Capital Outlay	1,607	7,066	1,597	3,000	3,000
	TOTAL PLANNING	897,621	530,289	458,255	500,200	248,600
	BUILDING					
	Salaries & Benefits	249,344	186,738	275,510	341,100	7,200
	Maintenance & Operations	258,289	455,704	300,012	246,700	253,000
	Capital Outlay	302	8,907	-	-	5,800
	TOTAL BUILDING	507,935	651,349	575,522	587,800	266,000
	ENGINEERING					
	Salaries & Benefits	290,576	314,207	416,556	245,600	55,300
	Maintenance & Operations	184,285	150,873	232,518	201,900	160,100
	Capital Outlay	108,207	647	-	-	-
	TOTAL ENGINEERING	583,069	465,727	649,074	447,500	215,400
	CODE ENFORCEMENT					
	Salaries & Benefits	185,222	48,445	66,403	101,800	173,800
	Maintenance & Operations	58,374	36,890	30,319	34,800	253,300
	Capital Outlay	1,607	1,654	1,597	-	1,000
	TOTAL CODE ENFORCEMENT	245,203	86,989	98,319	136,600	428,100
	BUILDING & GROUNDS MAINT					
	Salaries & Benefits	352,673	464,686	427,022	418,100	-
	Maintenance & Operations	1,116,519	1,158,292	1,017,282	906,600	626,400
	Capital Outlay	-	15,788	-	-	-
	TOTAL BLDG & GROUNDS MAINT	1,469,192	1,638,766	1,444,304	1,324,700	626,400
	SEWER MAINTENANCE					
	Salaries & Benefits	94,415	100,776	107,992	-	-
	Maintenance & Operations	74,670	59,425	41,753	-	-
	Capital Outlay	-	-	36,350	-	-
	TOTAL SEWER MAINTENANCE	169,085	160,201	186,095	-	-

City of El Monte

Expenditure Summary by Category/Division

General Fund

Community Development

	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
	STREETS DIVISION					
	Salaries & Benefits	1,268,215	966,830	1,077,353	1,026,500	1,427,100
	Maintenance & Operations	1,501,444	1,388,274	1,568,713	1,153,600	1,433,000
	Capital Outlay	-	-	-	-	-
	TOTAL STREETS DIVISION	2,769,659	2,355,104	2,646,066	2,180,100	2,860,100
	TOTALS	6,641,765	5,888,425	6,057,636	5,176,900	4,736,100

City of El Monte

General Fund

Community Development

Administration

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
100-61-617						
	SALARIES & BENEFITS					
5111	SALARIES- FULL TIME	-	-	-	-	65,600
5125	SALARIES-PART TIME	-	-	-	-	-
5132	SALARIES-OVERTIME	-	-	-	-	-
5129	SALARIES-ELECTIVE/APPOINTED	-	-	-	-	-
	ACCRUED BENEFITS PAYOFF	-	-	-	-	-
		-	-	-	-	**65,600**
	MAINTENANCE & OPERATIONS					
6215	GENERAL SUPPLIES	-	-	-	-	6,000
6111	GENERAL CONTRACT SERVICES	-	-	-	-	-
6411	TELEPHONE EXPENSES	-	-	-	-	-
6335	VEHICLE MAINTENANCE	-	-	-	-	2,000
6311	OFFICE EQUIPMENT MAINTENANCE	-	-	-	-	2,000
6264	MILEAGE REIMBURSEMENT	-	-	-	-	-
5181	CAR ALLOWANCE	-	-	-	-	2,400
6226	ADVERTISING & PUBLICATIONS	-	-	-	-	3,000
6221	DUES & SUBSCRIPTIONS	-	-	-	-	3,500
6231	MEETINGS	-	-	-	-	3,000
6241	TRAVEL & CONFERENCES	-	-	-	-	2,000
6266	SPECIAL DEPARTMENTAL EXPENSE	-	-	-	-	2,000
		-	-	-	-	**25,900**
	CAPITAL OUTLAY					
8142	OFFICE EQUIPMENT	-	-	-	-	-
8131	OTHER EQUIPMENT	-	-	-	-	-
		-	-	-	-	-
	TOTALS	-	-	-	-	**91,500**

City of El Monte

General Fund

Community Development

Planning

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
100-61-611						
	SALARIES & BENEFITS					
5111	SALARIES- FULL TIME	354,468	235,036	325,328	337,100	141,900
5125	SALARIES-PART TIME	72,044	52,060	10,026	22,900	-
5132	SALARIES-OVERTIME	19,199	18,374	13,502	20,000	2,500
5129	SALARIES-ELECTIVE/APPOINTED	5,650	6,325	5,400	8,500	6,000
	ACCRUED BENEFITS PAYOFF	30,271	5,675	1,015	8,500	9,600
		481,632	**317,470**	**355,271**	**397,000**	**160,000**
	MAINTENANCE & OPERATIONS					
6215	GENERAL SUPPLIES	3,533	6,261	4,768	8,000	3,000
6111	GENERAL CONTRACT SERVICES	382,338	166,858	67,958	49,500	51,800
6411	TELEPHONE EXPENSES	2,669	1,961	2,036	2,200	-
6335	VEHICLE MAINTENANCE	726	318	78	2,000	1,000
6311	OFFICE EQUIPMENT MAINTENANCE	553	730	528	1,000	1,600
6264	MILEAGE REIMBURSEMENT	-	101	-	100	100
5181	CAR ALLOWANCE	2,800	2,400	2,400	2,400	2,400
6226	ADVERTISING & PUBLICATIONS	10,465	22,179	18,946	20,000	18,000
6221	DUES & SUBSCRIPTIONS	2,242	469	1,031	2,500	1,500
6231	MEETINGS	2,790	305	219	2,500	2,000
6241	TRAVEL & CONFERENCES	3,721	4,171	1,852	7,000	3,200
6266	SPECIAL DEPARTMENTAL EXPENSE	2,546	-	1,569	3,000	1,000
		414,382	**205,753**	**101,387**	**100,200**	**85,600**
	CAPITAL OUTLAY					
8142	OFFICE EQUIPMENT	1,607	7,066	1,597	3,000	3,000
8131	OTHER EQUIPMENT	-	-	-	-	-
		1,607	**7,066**	**1,597**	**3,000**	**3,000**
	TOTALS	**897,621**	**530,289**	**458,255**	**500,200**	**248,600**

City of El Monte

General Fund

Community Development

Building

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
100-61-612						
	SALARIES & BENEFITS					
5111	SALARIES-FULLTIME	228,069	179,329	270,898	337,100	4,200
5132	SALARIES-OVERTIME	7,342	570	3,189	-	-
	ACCRUED BENEFITS PAYOFF	13,934	6,839	1,423	4,000	3,000
		249,344	**186,738**	**275,510**	**341,100**	**7,200**
	MAINTENANCE & OPERATIONS					
6215	GENERAL SUPPLIES	11,416	7,711	8,086	5,000	4,100
6111	GENERAL CONTRACT SERVICE	234,576	433,091	275,481	219,500	240,000
6411	TELEPHONE EXPENSES	3,129	2,551	1,719	2,400	-
6335	VEHICLE MAINTENANCE	3,780	1,725	2,390	1,500	500
6311	OFFICE EQUIPMENT MAINTENANCE	1,232	1,730	220	-	300
6248	UNIFORM EXPENSES	385	616	1,182	2,500	500
5181	CAR ALLOWANCE	1,326	4,800	4,800	4,800	-
6221	DUES AND SUBSCRIPTIONS	783	1,334	2,141	5,000	3,000
6231	MEETINGS	-	96	68	-	-
6241	TRAVEL & CONFERENCES	-	-	-	-	1,000
6245	TRAINING	1,663	2,050	1,300	3,000	-
6266	SPECIAL DEPARTMENTAL EXPENSE	-	-	2,624	3,000	3,600
		258,289	**455,704**	**300,012**	**246,700**	**253,000**
	CAPITAL OUTLAY					
8142	OFFICE EQUIPMENT	302	8,907	-	-	1,000
8131	OTHER EQUIPMENT	-	-	-	-	4,800
		302	**8,907**	**-**	**-**	**5,800**
	TOTALS	**507,935**	**651,349**	**575,522**	**587,800**	**266,000**

City of El Monte

General Fund

Community Development

Engineering

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
100-61-614						
	SALARIES & BENEFITS					
5111	SALARIES-FULL TIME	276,233	301,028	409,030	239,100	48,300
5125	SALARIES-PART TIME	-	2,547	2,925	-	-
5132	SALARIES-OVERTIME	8,678	5,577	2,190	-	2,000
5255	ACCRUED BENEFITS PAYOFF	5,666	5,055	2,412	6,500	5,000
		290,576	**314,207**	**416,556**	**245,600**	**55,300**
	MAINTENANCE & OPERATIONS					
6215	GENERAL SUPPLIES	9,301	7,523	5,885	6,700	3,000
6111	GENERAL CONTRACT SERVICE	157,306	124,878	204,436	180,000	150,000
6411	TELEPHONE EXPENSES	5,725	5,026	4,281	5,000	-
6335	VEHICLE MAINTENANCE	3,203	3,263	4,209	2,700	-
6311	OFFICE EQUIPMENT MAINTENANCE	-	700	-	400	-
6264	MILEAGE REIMBURSEMENT	-	8	-	300	-
5181	CAR ALLOWANCE	4,800	4,800	4,800	4,800	4,800
6226	ADVERTISING & PUBLICATIONS	1,110	1,910	7,030	600	2,000
6221	DUES AND SUBSCRIPTIONS	914	90	198	300	300
6231	MEETINGS	664	1,120	419	300	-
6241	TRAVEL & CONFERENCES	1,262	1,555	1,259	800	-
		184,285	**150,873**	**232,518**	**201,900**	**160,100**
	CAPITAL OUTLAY					
8142	OFFICE EQUIPMENT	-	647	-	-	-
	PUBLIC IMPROVEMENTS	108,207	-	-	-	-
		108,207	**647**	**-**	**-**	**-**
	TOTALS	**583,069**	**465,727**	**649,074**	**447,500**	**215,400**

City of El Monte

General Fund

Community Development

Code Enforcement

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
200-61-613						
	SALARIES & BENEFITS					
5111	SALARIES-FULL TIME	145,095	20,258	28,741	35,900	112,300
5125	SALARIES-PART TIME	32,771	23,971	33,519	60,200	60,200
5132	SALARIES-OVERTIME	4,366	2,225	3,275	4,400	-
5255	ACCRUED BENEFITS PAYOFF	2,990	1,991	868	1,300	1,300
		185,222	**48,445**	**66,403**	**101,800**	**173,800**
	MAINTENANCE & OPERATIONS					
6215	SUPPLIES	35,191	20,511	13,734	12,700	7,700
6111	GENERAL CONTRACT SERVICE	4,599	2,274	5,561	1,600	221,600
6265	FUEL	-	-	-	-	3,500
6411	TELEPHONE EXPENSES	6,917	5,674	3,331	4,000	3,500
6335	VEHICLE MAINT	6,773	5,244	3,458	4,400	9,400
6315	OFFICE EQUIPMENT MAINTENANCE	553	541	528	1,500	-
6248	UNIFORM EXPENSES	2,461	634	1,337	3,200	3,200
5181	CAR ALLOWANCE	-	-	-	-	-
6221	DUES AND SUBSCRIPTIONS	1,215	1,720	2,295	1,800	1,300
6231	MEETINGS	233	65	10	500	500
6241	TRAVEL & CONFERENCES	-	-	-	-	-
6245	TRAINING	-	162	-	2,200	2,200
6266	SPECIAL DEPARTMENTAL EXPENSE	357	-	-	400	400
6331	PROPERTY MAINTENANCE	75	65	65	2,500	-
		58,374	**36,890**	**30,319**	**34,800**	**253,300**
	CAPITAL OUTLAY					
8142	OFFICE EQUIPMENT	1,607	1,654	1,597	-	1,000
		1,607	**1,654**	**1,597**	**-**	**1,000**
	TOTALS	**245,203**	**86,989**	**98,319**	**136,600**	**428,100**

City of El Monte

General Fund

Community Development

Bldg/Ground Maintenance

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
100-67-673						
	SALARIES & BENEFITS					
5111	SALARIES- FULL TIME	337,326	446,528	426,297	400,000	-
5132	SALARIES-OVERTIME	10,400	13,786	273	13,500	-
5255	ACCRUED BENEFITS PAYOFF	4,948	4,372	451	4,600	-
		352,673	**464,686**	**427,022**	**418,100**	**-**
	MAINTENANCE & OPERATIONS					
6215	GENERAL SUPPLIES	106,938	109,045	111,447	95,000	81,000
6111	GENERAL CONTRACT SERVICE	278,962	247,316	399,267	377,300	502,900
	CUSTODIAL SERVICES	25,644	25,644	25,644	25,600	-
	FACILITY MAINTENANCE PLAN	302,978	350,159	29,291	-	-
6415	UTILITIES	353,653	381,401	397,474	373,500	21,000
6411	TELEPHONE EXPENSES	6,938	5,833	5,783	2,700	-
6265	FUEL	24,778	20,107	30,149	20,000	20,000
6335	VEHICLE MAINTENANCE	14,375	15,628	14,973	10,000	-
6266	SPECIAL DEPARTMENTAL EXPENSE	220	758	1,735	500	1,500
6248	UNIFORM EXPENSES	2,033	2,401	1,518	2,000	-
	MISCELLANEOUS	-	-	-	-	-
		1,116,519	**1,158,292**	**1,017,282**	**906,600**	**626,400**
	CAPITAL OUTLAY					
8131	CAPITAL REPLACEMENT	-	-	-	-	-
8131	PARKING LOT	-	15,788	-	-	-
		-	**15,788**	**-**	**-**	**-**
	TOTALS	**1,469,192**	**1,638,766**	**1,444,304**	**1,324,700**	**626,400**

City of El Monte

General Fund

Community Development

Sanitary Sewer Maintenance

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
	SALARIES & BENEFITS					
151-001.00	SALARIES-FULL TIME	82,463	93,332	102,303	-	-
151-003.00	SALARIES-OVERTIME	11,015	6,741	5,689	-	-
151-008.00	ACCRUED BENEFITS PAYOFF	937	703	-	-	-
		94,415	**100,776**	**107,992**	**-**	**-**
	MAINTENANCE & OPERATIONS					
151-010.00	GENERAL SUPPLIES	36,771	14,033	15,016	-	-
151-020.00	GENERAL CONTRACT SERVICE	20,372	25,976	7,438	-	-
151-031.00	UTILITIES	13,620	15,716	15,541	-	-
151-032.05	TELEPHONE EXPENSES	217	221	110	-	-
151-043.00	VEHICLE MAINTENANCE	2,005	2,046	2,157	-	-
151-045.00	EQUIPMENT MAINTENANCE	1,238	948	1,017	-	-
151-090.00	SPECIAL DEPARTMENTAL EXPENSE	-	-	-	-	-
151-093.00	UNIFORM EXPENSES	446	485	474	-	-
		74,670	**59,425**	**41,753**	**-**	**-**
	CAPITAL OUTLAY					
151-609.00	OTHER EQUIPMENT	-	-	36,350	-	-
		-	**-**	**36,350**	**-**	**-**
	TOTALS	**169,085**	**160,201**	**186,095**	**-**	**-**

City of El Monte

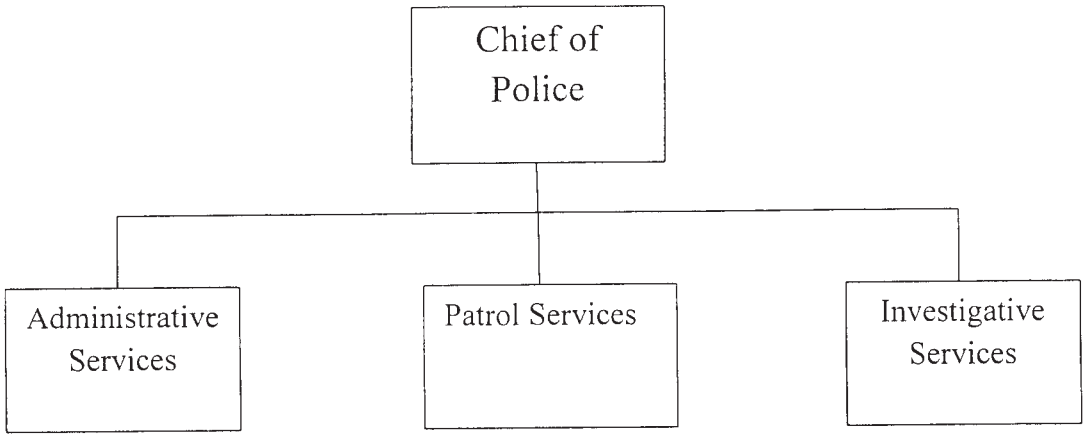
General Fund

Community Development

Street Division

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
100-67-671						
	SALARIES & BENEFITS					
5111	SALARIES- FULL TIME	1,198,349	921,926	1,019,327	990,700	1,022,100
5125	SALARIES-PART TIME	21,358	4,969	-	-	-
5132	SALARIES-OVERTIME	20,305	23,936	50,773	35,000	16,400
	BENEFITS					383,200
	ACCRUED BENEFITS PAYOFF	28,204	15,999	7,254	800	5,400
		1,268,215	**966,830**	**1,077,353**	**1,026,500**	**1,427,100**
	MAINTENANCE & OPERATIONS					
6215	GENERAL SUPPLIES	349,434	302,166	338,760	289,000	282,000
6111	GENERAL CONTRACT SERVICE	452,285	300,729	404,991	197,500	243,500
6415	UTILITIES	656,922	748,817	788,180	635,000	865,000
6411	TELEPHONE EXPENSES	10,963	7,740	7,262	5,300	13,100
6335	VEHICLE MAINTENANCE	12,113	6,502	8,199	-	-
6311	OFFICE EQUIPMENT MAINTENANCE	-	-	-	-	-
6221	DUES AND SUBSCRIPTIONS	100	100	-	100	100
6231	MEETINGS	-	-	-	-	-
6245	TRAINING	325	259	280	500	500
6266	SPECIAL DEPARTMENTAL EXPENSE	9,598	11,755	12,081	16,800	2,000
6248	UNIFORM EXPENSES	9,705	10,206	8,959	9,400	26,800
		1,501,444	**1,388,274**	**1,568,713**	**1,153,600**	**1,433,000**
	CAPITAL OUTLAY					
8133	VEHICLE PURCHASE	-	-	-	-	-
		-	**-**	**-**	**-**	**-**
	TOTALS	**2,769,659**	**2,355,104**	**2,646,066**	**2,180,100**	**2,860,100**

Police Department



PUBLIC SAFETY-POLICE DEPARTMENT

DEPARTMENT OPERATIONS: The El Monte Police Department is responsible for promoting and maintaining public safety in the City of El Monte. The Police Department is comprised of three principal operating divisions: Police Administrative Services, Patrol Services, and Investigative Services.

POLICE ADMINISTRATIVE SERVICES

The Police Administrative Services Division is comprised of twelve units dedicated to provide support services for the other two (2) Divisions. The Administrative Captain is responsible for the day-to-day activities and planning for this Division. A Lieutenant and a Sergeant are assigned to facilitate the operations of the Captain. The Division is comprised of the following:

- **Dispatch** -The primary responsibility of the Communications Unit (commonly referred to as "Dispatch") is to answer calls for service from the community. In essence they answer all 911 calls to the station; from residents and those using mobile phones. The Dispatchers are also responsible for dispatching police units to calls for service, monitoring unit activity in the field, and working with the Field Sergeant and Watch Commander to coordinate uniform police responses to the community. Dispatchers are often times the first contact that the general public has with our Department; therefore they must maintain a calm demeanor and provide excellent customer service.

- **Alarm Coordinator** - The Communications Manager enforces the Alarm Ordinance by tracking false alarms, sending notices, receiving and recording fees and depositing said fees with the El Monte Finance Department.

- **Purchasing** - The Department produces a vast majority of its purchasing requests and contract administration to meet the needs of the entire Department. These efforts are carried out by the Administrative Services Sergeant and the Police Account Clerk. The Police Account Clerk is responsible for payroll, accounts payable, account reconciliation and acts as a liaison to the Finance Department.

- **Vehicle Maintenance** - The Department Mechanics are responsible for maintaining vehicles in a safe operating condition. They must plan and complete all preventative maintenance, as well as coordinate all repairs. This is a vital unit, as they ensure the safety of all vehicles, including all emergency vehicles necessary for responding to calls for service.

- **Firearms Range** - The Firearms Unit is responsible for ensuring that all sworn personnel have completed requisite firearms qualifications testing as per POST guidelines and to provide documentation of qualifications for those eligible for shooting pay.

- **Facility Maintenance** - is responsible for providing a clean and safe work environment for all staff.

- **Records** -The Records Bureau is responsible for maintaining all police department records and serves as the custodian of documents. The Records Clerks type police reports, prepare documents for filing at the court, archive all documents, enter information into police records management systems, and respond to appropriate business correspondence.

- **Jail** - The El Monte Jail provides custodial care and transport of suspects/arrestees. Our jail is a Type 1, temporary holding facility and is rated to house up to 28 persons in custody.

- **Information Systems** - Our IS Unit is responsible for the maintenance of all technology equipment (servers, 200 desktops, laptops, digital cameras etc.) and software needed by staff to complete their respective tasks. IS must maintain communications systems such as email accounts and telephone services. Additionally, IS provides training modules for staff.

- **Property Control** – is responsible for the safe keeping of evidence and property. The property control unit is responsible for maintaining the chain of evidence and releasing evidence for presentation in court.

- **Training/Recruitment** - Administrative Services actively recruits sworn and civilian personnel to maintain staff levels as per Memoranda of Understanding. The Training Unit monitors the pre-hire process; including, but not limited to: coordinating physical evaluations, psychiatric evaluations, polygraph testing and background investigations. The unit also monitors and coordinates training modules for sworn Officers as per POST guidelines.

- **Budget** - The Police Administrative Services Division is responsible for the preparation, submission and administration of the Department budget. This includes attendance at various planning meetings with the City Manager and Administrative Services staff to produce a budget request consistent with the needs of the public and the fiscal considerations of the City.

- **Grants** – this office is responsible for identifying external funding source for programs relevant and beneficial to the City and the community-at-large. This includes the coordination, preparation, and submission of Proposals to Federal, State and County agencies. The Grant Manager must monitor contract objectives, complete and submit regular progress reports and maintain master grant files.

Police Administrative Services Goals and Objectives

- To provide Administrative support for the Patrol and Investigative Services Divisions.
- To monitor the Department budget
- To receive calls for service from residents and dispatch police units
- To oversee revenue generating programs

- To maintain all police vehicles in the fleet
- To recruit, complete backgrounds and hire qualified personnel
- To maintain Department firearms and document qualification of Officers
- To maintain the Police Department facilities
- To maintain the Police Department records and correspondence
- To provide custodial care and transport for arrestees
- To maintain all computer systems: hardware and software
- To maintain chain of custody for evidence and property
- To identify and procure grant funding for Department equipment and programs

Police Administrative Services - ACCOMPLISHMENTS IN 2008-2009

- ✓ Dispatch handled 56,939 calls for service in FY 08/09
- ✓ Alarm Coordinator handled $84,711 in alarm fees.
- ✓ Vehicle maintenance serviced 100+ vehicles without mechanical failure
- ✓ Training worked to recruit, hire and train sworn and civilian personnel
- ✓ Records handled 15,172 Police reports, 3,740 arrest reports and 9,913 Citations
- ✓ The Jail processed 3,740 arrestees
- ✓ IS installed Blue Check thumbprint on all Mobile Digital Computers
- ✓ IS removed all desktop printers for cost-saving related to centralized printing
- ✓ The Grants Manager secured more than $2,000,000 in competitive funding

PATROL SERVICES DIVISION

The Patrol Services Division of the El Monte Police Department serves as the primary responders to crimes or public hazards. Patrol Officers, and their auxiliary partners, respond to emergency calls for services. The Division is overseen by a Captain.

The Patrol Services Division is comprised of the following units:

- **Watch Commander** - There are four (4) Lieutenant Watch Commanders who are responsible for all field operations and provide oversight for the entire Police Station during their watch.
- **Patrol** - This unit is comprised of seven (7) teams led by a Sergeant and an Agent. The teams work three, 12 ½ hours shifts, namely Day Shift (06:00-18:30), Swing Shift (14:30-03:00) and Graveyard Shift (18:00-06:30). In sum, the teams provide 24 hour/7 day per week coverage.
- **Traffic Enforcement** - This team was integrated into general patrol services. Additionally, they respond to traffic collisions and conduct special traffic enforcement operations (i.e. checkpoints). The Civilian personnel in this unit are responsible for parking enforcement.
- **IMPACT** - The IMPACT Program is about TEAMWORK and includes the community in planning and promoting public safety in their neighborhoods. The City is divided into 66 neighborhoods (Reporting Districts) to which an individual Officer is accountable for specific quality of life issues and neighborhood projects. The goals of IMPACT are to reduce blight and promote public safety.

- **Aero Bureau** - The El Monte Police Department Aero Bureau is the lead agency of the Region 1 Air Support program comprised of eight (8) agencies. It provides air support for 500 officers over 50 square miles benefiting 500,000 residents.
- **SERT** - The Special Emergency Response Team is a highly trained unit designed to respond to critical incidents such as, but not limited to: barricaded suspects and hostage situations.
- **Canine** - is an adjunct unit to patrol. The highly trained canine partners and their handlers can conduct searches for suspects and drugs. The canine partners often times are used to deter suspects as they attempt to flee or hide.
- **Cadets** - The Cadet program is designed to introduce young adults interested in a career in law enforcement to police work. The Cadet program provides a flexible schedule to accommodate college enrollment; a requirement of the program. Cadets work the front desk, records, and Administrative Services.
- **Chaplains** - Our volunteer Chaplain corps is comprised of dozens of Pastors representing various denominations in our community. Chaplains are called to duty as needed to assist in notifications and other traumatic times our residents face. They also provide spiritual guidance for staff as needed.
- **Reserves** - The Level 1 and Level 3 Reserves are individuals committed to an auxiliary career in law enforcement. Level 1 Officers are paid on a part-time basis and provide uniformed police service. Level 3 Officers work on a strictly volunteer basis.

Program Goals and Objectives

- To promote and maintain public safety in the City of El Monte
- To respond to 911 Emergency calls for service
- Enforce the California Penal and Vehicle Codes and the EM Municipal Code
- Maintain excellent customer service and community outreach

Patrol Services Accomplishments 2008-2009

- ✓ Our Patrol Services personnel responded to 56,939 calls for service.
- ✓ Patrol services processed 3,740 arrests and wrote 15,172 crime reports
- ✓ Patrol Services and Traffic Enforcement wrote 9,193 citations.
- ✓ IMPACT Program continues to be a major force in outreach to residents

INVESTIGATIVE SERVICES DIVISION

The Investigative Services Division is responsible for the investigation of crimes as reported to the Police Department in addition to special department investigations such as gang-related crime and narcotics. It is also the primary Division which interacts with the Los Angeles County Superior Court and the Los Angeles County District Attorney is the filing and prosecution of criminal cases. Additionally, the Community Relations Office works under the auspices of the Investigative Services Division. The Division is overseen by a Captain and supervised by three (3) Lieutenants.

- **SIB TEAM** - Special Investigations Bureau is dedicated to the investigation of crime related, but not limited to: robbery, auto theft, felony assaults, gangs, prostitution, narcotics, counterfeiting & trademark infringement and alcohol license violations. Members of this unit also participate in regional task forces (i.e. TRAP and LA IMPACT).
- **Detective Bureau** - is responsible for follow-up investigations of crimes reported to the Department. The Bureau investigates and prepares cases related, but not limited to: homicide, rape, assault, hate crimes, fraud, computer crimes, child abuse and robbery.
- **Crime Scene Unit** - The primary objective of this unit is to preserve, collect, document and maintain the chain of evidence for items/images from crime scenes. This unit collects and prepares fingerprints for comparison to fingerprint databases for identification of suspects.
- **Community Relations** - maintains an off-site office which provides outreach to the community. Founded more than thirty years ago, this Office provides a multitude of programs designed to benefit the residents of our community by providing gang-prevention and intervention strategies, counseling, parenting and anger management classes, youth diversion activities, graffiti abatement efforts and volunteer opportunities.
- **School Resource Officer Program** - consists of Officers dedicated to school safety on and around campuses of the El Monte City, Mountain View and El Monte Union High School Districts.
- **VCAP** - our Volunteer Caring and Patrolling program boasts one of the best programs in the nation comprised of more than 100 members. The VCAPs provided thousands of hours of service, free of charge, to the Department.

Program Goals and Objectives

- To investigate crimes as reported to the El Monte Police Department
- To prepare, file and assist in the prosecution of criminal cases with the Los Angeles County District Attorney and Los Angeles County Superior Court
- To provide special investigations, i.e. gangs, narcotics, prostitution, etc.
- To participate in regional task force operations (i.e. LA IMPACT, TRAP)
- To preserve, collect and maintain chain of evidence from crime scenes
- To report local crime to Command Staff and submit Uniform Crime Reporting (FBI)
- To reduce blight by enforcing the municipal code as it relates to the outward appearance of buildings, homes and properties.
- To provide community outreach from local law enforcement to residents
- To promote and provide public safety services on and around schools
- To provide volunteer opportunities for civic minded residents

Investigative Services Accomplishments 2008-2009

- ✓ The Detective Bureau worked diligently to earn a conviction in the high profile illegal street racing case.
- ✓ The SIT Team actively worked to curtail prostitution along the Garvey Corridor with demonstrated success.

- ✓ The SIT Team continued to aggressively provide outreach to homeless individuals while actively enforcing the City's "no camping" ordinance.
- ✓ The SIT Team joined forces with other agencies, including the FBI, to mitigate Asian gang violence in our community.
- ✓ The SIT Team confiscated 150 kilograms of cocaine, 920,000 ecstasy pills, 1 kilogram of methamphetamine, 100+ marijuana plants, and $415,000 in cash in its anti-drug efforts.
- ✓ The Gang Team conducted 740 locations checks for parolees resulting in 310 arrests.

City of El Monte
General Fund
Police

DEPARTMENT SUMMARY

Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
Salaries & Benefits	18,286,209	19,709,779	21,285,290	20,379,900	18,526,700
Maintenance & Operations	3,092,845	3,058,884	3,483,790	2,785,700	2,467,400
Capital Outlay	246,202	1,010,545	1,291,606	82,300	82,300
TOTAL	**21,625,256**	**23,779,208**	**26,060,686**	**23,247,900**	**21,076,400**

City of El Monte

Expenditure Summary by Category/Division

General Fund

Public Safety

	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
	POLICE					
	Salaries & Benefits	17,626,639	18,413,188	19,714,618	19,128,100	18,052,200
	Maintenance & Operations	2,469,142	2,440,835	2,638,779	2,209,600	1,999,400
	Capital Outlay	178,923	960,395	1,154,962	-	-
	TOTAL POLICE	20,274,704	21,814,418	23,508,358	21,337,700	20,051,600
	POLICE HELICOPTER					
	Salaries & Benefits	249,299	544,948	445,764	440,700	280,400
	Maintenance & Operations	415,873	391,833	578,322	429,700	429,700
	Capital Outlay	-	11,924	99,744	49,900	49,900
	TOTAL POLICE HELICOPTER	665,171	948,705	1,123,829	920,300	760,000
	CODE ENFORCEMENT					
	Salaries & Benefits	260,533	359,039	351,789	355,500	-
	Maintenance & Operations	155,515	138,165	143,543	110,900	-
	Capital Outlay	-	-	-	-	-
	TOTAL CODE ENFORCEMENT	416,048	497,204	495,331	466,400	-
	CIVIL DEFENSE					
	Salaries & Benefits	-	-	-	-	-
	Maintenance & Operations	31,681	32,575	35,752	9,900	12,700
	Capital Outlay	-	-	-	-	-
	TOTAL CIVIL DEFENSE	31,681	32,575	35,752	9,900	12,700
	PARKING ENFORCEMENT					
	Salaries & Benefits	-	150,386	183,460	157,400	95,200
	Maintenance & Operations	-	8,781	2,753	2,100	2,100
	Capital Outlay	-	-	-	-	-
	TOTAL PARKING ENFORCEMENT	-	159,167	186,213	159,500	97,300
	TRAFFIC SAFETY					
	Salaries & Benefits	149,738	242,218	589,660	298,200	98,900
	Maintenance & Operations	20,634	46,695	84,642	23,500	23,500
	Capital Outlay	67,279	38,226	36,900	32,400	32,400
	TOTAL TRAFFIC SAFETY	237,652	327,139	711,201	354,100	154,800
	TOTALS	**21,625,256**	**23,620,041**	**25,874,472**	**23,088,400**	**21,076,400**

City of El Monte

General Fund

Public Safety

Police

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
100-71-711						
	SALARIES & BENEFITS					
5111	SALARIES-FULL TIME	14,563,839	15,190,425	16,388,075	17,021,000	15,985,000
5125	SALARIES-PART TIME	302,276	403,475	304,420	232,700	469,400
5132	SALARIES-OVERTIME	1,780,305	1,931,488	2,002,402	1,443,500	1,104,300
	ACCRUED BENEFITS PAYOFF	980,218	887,800	1,019,721	430,900	493,500
		17,626,639	**18,413,188**	**19,714,618**	**19,128,100**	**18,052,200**
	MAINTENANCE & OPERATIONS					
6215	SUPPLIES	307,667	316,324	318,601	305,700	305,700
6111	GENERAL CONTRACT SERVICE	321,953	316,833	343,601	300,800	300,800
6125	LEGAL FEES	18,131	10,719	66,570	44,300	44,300
6165	OFFICE RENT	66,489	66,000	89,000	89,000	60,000
6411	TELEPHONE EXPENSES	320,048	301,070	261,996	117,700	117,700
6265	FUEL	220,254	233,806	308,701	293,100	293,100
6335	VEHICLE MAINTENANCE	145,832	157,250	212,658	184,000	184,000
6311	OFFICE EQUIPMENT MAINT	140,099	142,884	104,138	166,300	166,300
6311	OTHER EQUIPMENT MAINT	2,085	1,502	3,429	1,900	-
6264	MILEAGE REIMBURSEMENT	-	-	-	-	-
5181	CAR ALLOWANCE	175,363	189,805	190,264	190,700	190,700
6248	UNIFORM ALLOWANCE	195,642	189,886	180,748	172,200	106,800
6221	DUES AND SUBSCRIPTIONS	14,953	11,887	7,816	8,300	8,300
6231	MEETINGS	1,693	1,170	2,722	-	-
6241	TRAVEL & CONFERENCES	6,078	2,548	12,918	3,000	3,000
6245	TRAINING	79,998	73,853	58,639	40,000	40,000
6266	SPECIAL DEPARTMENTAL EXPENSE	107,132	47,941	97,119	38,400	38,700
6248	EQUIPMENT REIMBURSEMENT	86,522	120,088	113,836	106,800	-
6267	JAIL EXPENSE	236,182	241,500	245,832	137,100	40,000
6266	COMMUNITY RELATIONS	23,022	15,769	20,190	10,300	100,000
		2,469,142	**2,440,835**	**2,638,779**	**2,209,600**	**1,999,400**
	CAPITAL OUTLAY					
8155	CAPITAL REPLACEMENT	30,716	15,490	124,475	-	-
8301	REMODELING	6,855	784,818	821,330	-	-
8133	MOTOR VEHICLES	105,888	94,962	124,862	-	-
8142	OFFICE EQUIPMENT	5,344	-	-	-	-
8145	INFO TECH REPLACEMENT	26,662	46,181	84,295	-	-
8142	RADIO EQUIPMENT	3,456	18,944	-	-	-
		178,923	**960,395**	**1,154,962**	**-**	**-**
	TOTALS	**20,274,704**	**21,814,418**	**23,508,358**	**21,337,700**	**20,051,600**

City of El Monte

General Fund

Public Safety

Police Helicopter Program

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
100-71-741						
	SALARIES & BENEFITS					
5111	FULL TIME SALARIES	227,794	435,729	407,618	419,200	219,500
5132	OVERTIME	13,878	18,852	20,682	-	39,400
	ACCRUED BENEFITS PAYOFF	7,627	90,367	17,464	21,500	21,500
		249,299	**544,948**	**445,764**	**440,700**	**280,400**
	MAINTENANCE & OPERATIONS					
6215	GENERAL SUPPLIES	2,651	6,312	8,803	5,000	5,000
6111	CONTRACT SERVICES	14,174	15,288	21,305	21,000	21,000
6411	TELEPHONE EXPENSES	1,427	1,326	1,560	-	-
6141	INSURANCE	18,353	68,724	85,234	83,900	83,900
6331	MAINTENANCE AND REPAIRS	270,022	161,530	304,318	244,900	244,900
6265	FUEL AND OIL	100,975	122,216	146,586	73,800	73,800
6248	UNIFORM EXPENSES	4,760	6,269	7,715	1,000	1,000
6221	DUES AND SUBSCRIPTIONS	950	140	60	100	100
6231	MEETINGS	-	-	-	-	-
6241	TRAVEL & CONFERENCES	-	-	-	-	-
6245	TRAINING	2,237	5,272	1,000	-	-
6266	SPECIAL DEPARTMENTAL EXPENSE	323	4,756	1,741	-	-
		415,873	**391,833**	**578,322**	**429,700**	**429,700**
	CAPITAL OUTLAY					
7359	HELICOPTER LEASE PAYMENT	-	11,924	99,744	49,900	49,900
		-	**11,924**	**99,744**	**49,900**	**49,900**
	TOTALS	**665,171**	**948,705**	**1,123,829**	**920,300**	**760,000**

City of El Monte

General Fund

Public Safety

PD Code Enforcement

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
100-71-721						
	SALARIES & BENEFITS					
5111	SALARIES-FULL TIME	216,110	329,278	318,457	311,600	-
5125	SALARIES-PART TIME	33,765	18,659	24,857	38,800	-
5132	SALARIES-OVERTIME	7,245	4,997	7,145	-	-
	ACCRUED BENEFITS PAYOFF	3,413	6,105	1,330	5,100	-
		260,533	**359,039**	**351,789**	**355,500**	**-**
	MAINTENANCE & OPERATIONS					
6215	GENERAL SUPPLIES	12,467	1,814	2,332	900	-
6111	GENERAL CONTRACT SERVICE	96,042	116,365	124,488	100,000	-
6111	WEED ABATEMENT	-	451	-	-	-
6411	TELEPHONE EXPENSES	12,317	5,891	-	-	-
6265	FUEL	-	3,982	5,413	3,500	-
6335	VEHICLE MAINTENANCE	25,650	6,194	4,655	5,000	-
6311	OFFICE EQUIPMENT MAINTENANCE	-	-	442	-	-
6248	UNIFORM EXPENSES	4,874	1,950	1,635	1,500	-
6221	DUES AND SUBSCRIPTIONS	2,012	1,518	2,370	-	-
6231	MEETINGS	245	-	-	-	-
6245	TRAINING	1,350	-	2,208	-	-
6266	SPECIAL DEPARTMENTAL EXPENSE	36	-	-	-	-
6331	PROPERTY MAINTENANCE	521	-	-	-	-
		155,515	**138,165**	**143,543**	**110,900**	**-**
	TOTALS	**416,048**	**497,204**	**495,331**	**466,400**	**-**

City of El Monte

General Fund

Public Safety

Civil Defense

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
100-71-731						
	SALARIES & BENEFITS					
5111	FULL TIME SALARIES	-	-	-	-	-
5125	SALARIES-PART TIME	-	-	-	-	-
	ACCRUED BENEFITS PAYOFF	-	-	-	-	-
		-	-	-	-	-
	MAINTENANCE & OPERATIONS					
6215	GENERAL SUPPLIES	624	16,777	23,059	-	2,800
6111	CONTRACT SERVICES	12,041	6,141	6,379	6,900	6,900
6411	TELEPHONE EXPENSES	17,987	8,432	5,112	3,000	3,000
6335	VEHICLE MAINTENANCE	477	-	300	-	-
6311	OFFICE EQUIPMENT MAINTENANCE	-	-	-	-	-
6264	MILEAGE REIMBURSEMENT	-	-	-	-	-
6221	DUES AND SUBSCRIPTIONS	-	-	-	-	-
6231	MEETINGS	40	435	20	-	-
6241	TRAVEL & CONFERENCES	20	660	580	-	-
6245	TRAINING	-	130	302	-	-
6245	PUBLIC EDUCATION	-	-	-	-	-
6266	SPEC DEPT EXP	493	-	-	-	-
		31,681	32,575	35,752	9,900	12,700
	TOTALS	31,681	32,575	35,752	9,900	12,700

City of El Monte

General Fund

Public Safety

Parking Enforcement

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
100-71-751						
	SALARIES & BENEFITS					
5111	SALARIES-FULL TIME	-	138,422	172,840	157,400	95,200
5132	PREMIUM OVERTIME-FLSA	-	9,967	7,399	-	
5141	SALARIES-IOD/WC REIMB.	-	-	799	-	
5255	HOLIDAY	-	1,997	2,422	-	
		-	**150,386**	**183,460**	**157,400**	**95,200**
	MAINTENANCE & OPERATIONS					
6215	GENERAL SUPPLIES	-	2,000	-	-	
6111	GENERAL CONTRACT SERVICE	-	-	2,030	2,100	2,100
6111	CONTRACT SERVICES - ETEC	-	1,017	-	-	
6411	RADIO AND PHONE SERVICE	-	-	-	-	
6335	VEHICLE MAINTENANCE	-	3,619	475	-	
6248	UNIFORM SERVICE	-	2,145	248	-	
		-	**8,781**	**2,753**	**2,100**	**2,100**
	TOTALS	**-**	**159,167**	**186,213**	**159,500**	**97,300**

City of El Monte

Police Traffic Program

Traffic Safety

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
100-71-						
	SALARIES & BENEFITS					
5111	FULL-TIME SALARIES	96,511	83,892	381,949	248,200	48,900
5132	CHECKPOINT OVERTIME	-	103,397	58,606	50,000	50,000
5132	PREMIUM OVERTIME F.L.S.A.	-	805	24,937	-	
5144	FRINGE BENEFITS	-	-	25,451	-	
5144	SHOOTING PAY	-	-	2,246	-	
5222	MEDICARE	-	-	-	-	
5225	RETIREMENT	33,736	32,385	25,213	-	
5252	WORKERS' COMPENSATION	541	393	11,536	-	
5201	GROUP MEDICAL INSURANCE	18,761	19,833	54,273	-	
5255	HOLIDAY	189	1,513	5,449	-	
		149,738	**242,218**	**589,660**	**298,200**	**98,900**
	MAINTENANCE & OPERATIONS					
6215	GENERAL SUPPLIES	669	8,156	2,640	2,000	2,000
6111	GENERAL CONTRACT SERVICES	-	-	366	-	
6115	GENERAL PLAN UPDATE	-	-	57,558	-	
6335	VEHICLE MAINTENANCE	14,517	29,251	16,104	15,000	15,000
6248	UNIFORMS	3,651	7,833	6,404	5,000	6,500
6245	TRAINING	-	-	1,569	-	
6248	SAFETY EQUIPMENT	1,797	1,455	-	1,500	
		20,634	**46,695**	**84,642**	**23,500**	**23,500**
	CAPITAL OUTLAY					
8135	MOTORCYCLES	65,952	34,095	36,900	32,400	32,400
8142	OFFICE EQUIPMENT/COMPUTERS	-	4,131	-	-	
8131	TRAFFIC MONITORING EQUIPMENT	1,327	-	-	-	
8131	OTHER EQUIPMENT	-	-	-	-	
		67,279	**38,226**	**36,900**	**32,400**	**32,400**
	TOTALS	**237,652**	**327,139**	**711,201**	**354,100**	**154,800**

City of El Monte
General Fund
Fire

DEPARTMENT SUMMARY					
Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
Salaries & Benefits	28,536	17,685	-	20,000	-
Maintenance & Operations	8,877,252	9,559,570	9,840,892	10,001,100	8,200,000
Capital Outlay	28,012	-	-	-	-
TOTAL	**8,933,801**	**9,577,255**	**9,840,892**	**10,021,100**	**8,200,000**

City of El Monte

General Fund

Public Safety

Fire

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
100-81-811						
	SALARIES & BENEFITS					
5256	ANNUAL SICK/VAC PAYOUTS	28,536	17,685	-	20,000	-
		28,536	**17,685**	**-**	**20,000**	**-**
	MAINTENANCE & OPERATIONS					
6111	CONTRACT SERVICES	8,957,089	9,624,161	10,148,856	10,101,100	8,300,000
6115	FIRE NEGOTIATION CONSULTANTS	-	-	-	-	-
6132	PARAMEDIC PASS-THROUGH CREDIT	(79,837)	(64,591)	(307,964)	(100,000)	(100,000)
		8,877,252	**9,559,570**	**9,840,892**	**10,001,100**	**8,200,000**
	CAPITAL OUTLAY					
8133	CAPITAL OUTLAYS/VEHICLES	28,012	-		-	
		28,012	**-**	**-**	**-**	**-**
	TOTALS	**8,933,801**	**9,577,255**	**9,840,892**	**10,021,100**	**8,200,000**

SPECIAL REVENUE FUNDS

Grants and other Special Revenue Funds are significant resources for balancing revenue and expenditures and therefore key components in the City's budgetary policy. Achieving and maintaining financial stability is a delicate balance of expenditures and revenues based on a solid foundation of defined budget policy.

General Fund revenues are unrestricted and thus available for "general" use as determined by the City Council. Conversely, grants and special revenue funds are by definition restricted for specifically defined purposes regulated by law/or the funding agency. It is, therefore, sound budget policy to identify programs and projects that can be funded by grants and/or federal, state and county agencies rather than depending solely on General Fund revenues.

Special Revenue Funds account for the proceeds of specific revenue sources that are legally restricted for expenditures related to specific purposes. These funds include:

Retirement Fund accounts for all revenues and expenditures associated with the retirement tax levy to fund the employee's pension fund.

Community Development Block Grant (CDBG) accounts for all monies received from the Community Development Block Grant provided by the Federal Housing and Community Development Act. CDBG grant monies are expended for various programs and projects that remove blight and generally improve the community.

Air Quality Management District (AQMD) is comprised of revenue received from an additional $4 per motor vehicle registration fee (AB2766) to be used to reduce air pollution from motor vehicles pursuant to the California Clean Air Act of 1988. The funds are collected by the Department of Motor Vehicles and distributed by the South Coast Air Quality Management District. Forty percent of the funds collected are distributed to cities based on population. The funds are used to implement programs to reduce air pollution from motor vehicles such as the MTA fare subsidy program to encourage use of public transportation, and to meet the City's air quality objectives through the employee rideshare program.

Proposition A accounts for all revenues derived from the Los Angeles County ½ cent sales tax measure approved by the voters to finance a Transit Development Program in Los Angeles County. The Proposition A measure was approved in 1980 and collection of the tax began in July 1, 1982. Twenty five percent (25%) of the Proposition A ½ cent sales tax are designated as Local Return funds to be used by cities and the County for public transit, paratransit, and related services. The Los Angeles County Metropolitan Transportation Authority (LACMTA) administers these programs, and distributes funds directly to the cities on a "per capita" basis.

Proposition C accounts for all revenues derived from the Los Angeles County ½ cent sales tax, and received through Metropolitan Transportation Authority (MTA) for street

and road improvements in areas heavily used by public transit. The Proposition C measure was approved in 1990 and collection of the tax began in April 1991. Twenty percent (20%) of the Proposition C ½ cent sales tax are designated as Local Return funds to be used by cities and the County of public transit, paratransit, and related services. The Los Angeles County Metropolitan Transportation Authority administers these programs, and distributes funds directly to the cities on a "per capita" basis. Transit staff coordinates with departments and submits project requests for MTA's approval annually to comply with the reporting requirements.

Gas Tax account for revenue received from the state and county gas tax allocation and restricted to expenditures related to capital expenditures.

Asset Forfeiture account for revenue received from the seized assets of criminal activities used solely to support law enforcement purposes.

Supplemental Law Enforcement Safety (SLES) is a State grant that is passed through the County of Los Angeles. Under the Citizen's Option for Public Safety (COPS) program, counties and cities receive state funds, on a population basis, to augment primarily local funds for district attorneys, county jail construction and operation, and front-line law enforcement. An oversight committee in each county is responsible for reviewing local government expenditures of funds to ensure statutory compliance and reporting on expenditures annually to State Controller's Office. In 2000, the Legislature modified the structure of the COPS program by enacting Chapter 353 (AB 1913, Cardenas), which added new juvenile justice component, commonly referred to as the Juvenile Justice Crime Prevention Act (JJCPA). The JJCPA program provides funding to local governments for services that target at-risk juveniles, juvenile offenders, and their families. Additional reporting requirements for the JJCPA program include an annual report that each county must submit to the Corrections Standard Authority (CSA), which then must compile an overall annual report on the program's effectiveness and outcomes.

Miscellaneous Grants account for revenues received from various federal, state and county agencies and expended for a variety of programs and projects as designated by the granting agency.

City of El Monte
Retirement Fund

FUND SUMMARY						
Description	2005-06 Actual	2006-07 Actual	2007-08 Adopted	2007-08 Actual	2008-09 Estimated	2009-10 Adopted Budget
REVENUES:						
Taxes	8,349,317	8,588,228	8,493,000	9,779,084	8,929,000	9,159,000
Use of Money & Property	(206,818)	643,425	656,000	794,089	100,000	100,000
Intergovernmental	89,245	122,825	104,000	39,001	78,000	50,000
TOTAL REVENUES	**8,231,744**	**9,354,478**	**9,253,000**	**10,612,174**	**9,107,000**	**9,309,000**
EXPENDITURES:						
Salaries & Benefits	12,528,787	8,442,839	8,987,100	-	9,508,300	9,605,000
Maintenance & Operations	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
TOTAL EXPENDITURES	**12,528,787**	**8,442,839**	**8,987,100**	**-**	**9,508,300**	**9,605,000**

City of El Monte

Parking & Business Improvement Area Fund

FUND SUMMARY

Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
REVENUES:					
Licenses & Permits	106,313	111,051	104,696	111,100	107,000
TOTAL REVENUES	**106,313**	**111,051**	**104,696**	**111,100**	**107,000**
EXPENDITURES:					
Salaries & Benefits	-	-	-	-	-
Maintenance & Operations	95,200	71,400	95,200	95,200	95,200
Capital Outlay	-	-	-	-	-
TOTAL EXPENDITURES	**95,200**	**71,400**	**95,200**	**95,200**	**95,200**

City of El Monte
CDBG Fund

FUND SUMMARY					
Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted
REVENUES:					
Intergovernmental	4,630,436	2,961,235	2,794,500	2,694,700	3,246,800
TOTAL REVENUES	**4,630,436**	**2,961,235**	**2,794,500**	**2,694,700**	**3,246,800**
EXPENDITURES:					
Salaries & Benefits	1,329,109	1,347,431	1,202,262	1,314,800	982,200
Maintenance & Operations	1,439,366	1,157,679	1,519,046	1,468,300	864,000
Capital Outlay	1,741,404	633,226	457,030	341,200	1,400,600
TOTAL EXPENDITURES	**4,509,879**	**3,138,336**	**3,178,338**	**3,124,300**	**3,246,800**

City of El Monte
HOME Fund

FUND SUMMARY					
Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
REVENUES:					
Use of Money & Property	5,504	85,916	8,256	8,300	8,700
Intergovernmental	3,115,399	1,120,872	1,779,195	1,374,600	1,472,000
TOTAL REVENUES	**3,120,903**	**1,206,788**	**1,787,451**	**1,382,900**	**1,480,700**
EXPENDITURES:					
Salaries & Benefits	89,949	73,920	79,964	92,000	70,100
Maintenance & Operations	735,319	901,156	1,192,123	1,274,900	1,410,600
Capital Outlay	-	-	-	-	-
TOTAL EXPENDITURES	**825,268**	**975,076**	**1,272,088**	**1,366,900**	**1,480,700**

City of El Monte

Emergency Shelter Grant Fund

FUND SUMMARY					
Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
REVENUES:					
Intergovernmental	49,467	159,616	201,391	119,500	119,000
TOTAL REVENUES	**49,467**	**159,616**	**201,391**	**119,500**	**119,000**
EXPENDITURES:					
Salaries & Benefits	-	-	-	-	-
Maintenance & Operations	83,616	103,274	168,119	119,500	119,000
Capital Outlay	-	-	-	-	-
TOTAL EXPENDITURES	**83,616**	**103,274**	**168,119**	**119,500**	**119,000**

City of El Monte
AQMD Fund

FUND SUMMARY

Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
REVENUES:					
Use of Money & Property	7,107	11,869	11,700	6,000	5,000
Intergovernmental	162,522	167,071	161,400	166,700	166,000
TOTAL REVENUES	**169,629**	**178,940**	**173,100**	**172,700**	**171,000**
EXPENDITURES:					
Salaries & Benefits	4,630	12,480	57,000	66,000	70,400
Maintenance & Operations	43,171	41,173	47,354	32,400	34,100
Capital Outlay	25,481	15,422	247,383	-	1,000
TOTAL EXPENDITURES	**73,282**	**69,075**	**351,737**	**98,400**	**105,500**

City of El Monte
Prop A Fund

FUND SUMMARY					
Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
REVENUES:					
Taxes	1,991,604	2,014,210	1,351,270	2,075,600	1,781,500
Charge for Service	6,291	6,840	3,529	7,100	7,000
Use of Money & Property	36,392	69,857	28,222	37,400	25,800
Intergovernmental	149,884	142,821	151,701	151,500	150,000
Miscellaneous	18,033	20,784	10,946	7,400	7,000
TOTAL REVENUES	**2,202,204**	**2,254,512**	**1,545,668**	**2,279,000**	**1,971,300**
EXPENDITURES:					
Salaries & Benefits	577,013	571,828	509,550	657,400	616,700
Maintenance & Operations	1,151,333	1,280,369	1,391,838	1,290,300	1,318,400
Capital Outlay	31,770	73,341	-	547,300	233,700
TOTAL EXPENDITURES	**1,760,116**	**1,925,537**	**1,901,388**	**2,495,000**	**2,168,800**

City of El Monte
Prop C Fund

FUND SUMMARY

Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
REVENUES:					
Use of Money & Property	76,497	168,621	48,289	60,000	50,000
Taxes	1,710,850	1,667,835	1,120,255	1,721,900	1,478,100
Miscellaneous	15,965	166,457	601,137	-	-
TOTAL REVENUES	**1,803,313**	**2,002,913**	**1,769,681**	**1,781,900**	**1,528,100**
EXPENDITURES:					
Salaries & Benefits	624,550	568,947	573,055	706,200	634,200
Maintenance & Operations	138,454	680,889	1,482,488	904,700	596,500
Capital Outlay	507,918	876,085	1,661,149	1,855,900	168,900
TOTAL EXPENDITURES	**1,270,922**	**2,125,921**	**3,716,692**	**3,466,800**	**1,399,600**

City of El Monte
Gas Tax Fund

FUND SUMMARY

Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
REVENUES:					
Taxes	2,252,277	2,037,951	1,506,788	2,257,000	2,019,000
Use of Money & Property	14,016	54,547	12,625	15,000	5,000
Intergovernmental	561,005	908,559	2,031,160	-	1,000,000
TOTAL REVENUES	**2,827,298**	**3,001,057**	**3,550,573**	**2,272,000**	**3,024,000**
EXPENDITURES:					
Salaries & Benefits	-	-	-	-	-
Maintenance & Operations	-	-	-	-	-
Capital Outlay	446,132	807,188	-	272,000	-
EXPENDITURES:	**446,132**	**807,188**	-	**272,000**	-

City of El Monte
Waste Management Fund

FUND SUMMARY					
Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Estimated	2009-10 Adopted Budget
REVENUES:					
Taxes	707,071	523,095	633,475	490,000	720,000
Intergovernmental	126,178	294,501	9,643	507,800	-
Use of Money & Property	135,951	37,390	39,100	39,700	25,000
TOTAL REVENUES	**969,200**	**854,986**	**682,219**	**1,037,500**	**745,000**
EXPENDITURES:					
Salaries & Benefits	481,179	303,156	334,508	402,300	394,669
Maintenance & Operations	583,567	547,462	502,866	779,300	456,200
Capital Outlay	-	526	434	600	6,000
TOTAL EXPENDITURES	**1,064,746**	**851,144**	**837,808**	**1,182,200**	**856,869**

City of El Monte

Asset Forfeiture Fund

FUND SUMMARY

Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
REVENUES:					
Use of Money & Property	12,784	44,527	12,927	13,000	13,000
Intergovernmental	935,687	283,061	589,273	389,000	589,200
TOTAL REVENUES	**948,470**	**327,588**	**602,200**	**402,000**	**602,200**
EXPENDITURES:					
Salaries & Benefits	84,666	126,062	225,315	350,100	570,500
Maintenance & Operations	220,421	336,894	389,261	149,700	135,000
Capital Outlay	53,303	139,736	251,591	-	-
TOTAL EXPENDITURES	**358,390**	**602,692**	**866,167**	**499,800**	**705,500**

City of El Monte
SLES Fund

FUND SUMMARY					
Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Estimated	2009-10 Adopted Budget
REVENUES:					
Use of Money & Property	7,830	15,366	5,990	15,700	5,000
Intergovernmental	181,561	243,981	242,829	240,000	240,000
TOTAL REVENUES	**189,391**	**259,347**	**248,819**	**255,700**	**245,000**
EXPENDITURES:					
Salaries & Benefits	12,067	115,894	242,426	286,900	294,000
Maintenance & Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
TOTAL EXPENDITURES	**12,067**	**115,894**	**242,426**	**286,900**	**294,000**

City of El Monte
Cable Access Fund

FUND SUMMARY

Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted
REVENUES:					
Use of Money & Property	5,488	4,694	3,228	2,300	1,000
Intergovernmental	117,266	97,849	88,255	92,100	92,000
TOTAL REVENUES	**122,754**	**102,543**	**91,483**	**94,400**	**93,000**
EXPENDITURES:					
Salaries & Benefits	87,354	115,430	102,713	81,578	74,500
Maintenance & Operations	18,704	11,003	31,465	35,000	24,300
Capital Outlay	79,684	23,579	30,625	-	-
TOTAL EXPENDITURES	**185,742**	**150,012**	**164,804**	**116,578**	**98,800**

City of El Monte
Older Americans Fund

FUND SUMMARY

Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted Budget
REVENUES:					
Miscellaneous	239,913	276,573	256,954	258,500	242,000
TOTAL REVENUES	**239,913**	**276,573**	**256,954**	**258,500**	**242,000**
EXPENDITURES:					
Salaries & Benefits	218,729	249,379	240,089	104,200	64,500
Maintenance & Operations	21,185	27,214	16,865	7,000	2,500
Capital Outlay	-	-	-	-	-
TOTAL EXPENDITURES	**239,913**	**276,593**	**256,954**	**111,200**	**67,000**

City of El Monte

Children's Lunch Fund

FUND SUMMARY					
Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Budget	2009-10 Adopted
REVENUES:					
Intergovernmental	184,822	96,339	193,144	200,000	190,000
TOTAL REVENUES	**184,822**	**96,339**	**193,144**	**200,000**	**190,000**
EXPENDITURES:					
Salaries & Benefits	47,589	39,188	46,147	64,800	306,800
Maintenance & Operations	219,530	57,151	136,135	178,800	-
Capital Outlay	-	-	-	-	-
TOTAL	**267,119**	**96,339**	**182,282**	**243,600**	**306,800**

City of El Monte
Water Authority
FISCAL YEAR 2009-2010

ESTIMATED REVENUES	2,954,000
ESTIMATED EXPENDITURES	
ADMINISTRATION AND GENERAL	823,500
PUMPING/TRANSMISSION/DISTRIBUTION	907,900
DEBT SERVICE	1,426,100
BOND ISSUANCE COST AMORTIZATION	56,000
TOTAL ESTIMATED EXPENDITURES	3,213,500
INCOME(LOSS) BEFORE TRANSFERS	(259,500)
TRANSFERS IN(OUT)	(400,000)
CHANGE IN NET ASSETS	(659,500)
BEGINNING CASH BALANCE	500,000
ADJUST FOR CASH/NON-CASH ITEMS	266,700
ESTIMATED ENDING CASH BALANCE	**107,200**

City of El Monte
Water Authority
Revenues

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Estimated	2009-10 Adopted Budget
600-67-						
WATER AUTHORITY						
4801	WATER SALES	2,946,037	2,984,697	2,770,390	2,900,000	2,900,000
	METER INSTALLATIONS	17,278	-	-	-	-
	FIRE HYDRANT INSTALLATIONS	-	-	-	-	-
4802	PENALTIES	15,802	12,721	14,167	14,000	14,000
4803	SHUT-OFF NOTICES REVENUE	2,955	3,285	3,630	3,100	3,100
4804	METER LOCK-OFF REVENUE	3,090	3,630	4,590	3,700	3,700
4805	METER REMOVAL REVENUE	-	-	50	-	-
	INTEREST EARNING	68,949	88,402	83,996	30,000	30,000
4807	FIRE FLOW TESTING	1,100	900	800	1,200	1,200
4791	MISCELLANEOUS REVENUE	2,700	9,103	177,892	2,000	2,000
	AT&T CELLSITE RENT	20,462	-	20,462	-	-
4725	REIMB. DAMAGE TO CITY PROPERTY	-	-	-	-	-
		3,078,373	3,102,739	3,075,976	2,954,000	2,954,000
	TOTALS	3,078,373	3,102,739	3,075,976	2,954,000	2,954,000

City of El Monte
Water Authority
General/Administration

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Estimated	2009-10 Adopted Budget
600-67-695						
	SALARIES & BENEFITS					
5111	SALARIES-FULL TIME	392,572	402,377	494,855	560,900	399,800
5125	SALARIES-PART TIME	-	33,301	33,695	45,000	45,000
5132	PREMIUM OVERTIME-FLSA	1,874	3,384	3,433	2,500	3,500
5141	SALARIES-IOD/WC REIMB.	816	134	156	-	-
5256	SICK LEAVE	-	-	-	-	-
5257	VACATION	-	-	-	-	-
5255	HOLIDAY	5,314	4,214	1,866	5,000	5,000
5291	FRINGE BENEFITS	15,165	18,410	40,860	184,000	146,500
		415,741	**461,820**	**574,864**	**797,400**	**599,800**
	MAINTENANCE & OPERATIONS					
6215	GENERAL SUPPLIES	13,111	8,511	10,526	10,000	10,000
6213	POSTAGE	7,000	8,750	8,508	12,000	10,000
6111	GENERAL CONTRACT SERVICE	1,233	11,242	9,136	5,000	5,000
6111	CONTRACT SERVICES-AUDIT	-	-	321	-	-
7215	WRITE-OFFS	3,517	(2,352)	265	-	-
6411	TELEPHONE EXPENSES	1,429	1,263	1,074	2,000	3,000
6411	RADIO AND PHONE SERVICE	1,911	1,344	445	2,000	-
6335	VEHICLE MAINTENANCE	18,532	25,011	23,699	15,000	15,000
6311	OFFICE EQUIPMENT MAINTENANCE	3,766	3,769	2,463	2,500	2,500
5291	COMPENSATION INSURANCE	40,166	26,826	43,921	-	-
5201	GROUP INSURANCE	102,364	108,421	128,818	-	41,900
6141	GENERAL LIABILITY & PROPERTY	3,026	3,731	-	87,200	42,800
7359	EQUIPMENT RENTAL	7,000	7,909	7,937	1,000	7,000
6221	DUES AND SUBSCRIPTIONS	2,895	3,015	2,710	2,000	2,000
6231	CONFERENCES AND MEETINGS	1,205	1,857	870	1,500	1,500
6241	OUT OF TOWN	(750)	-	1,141	1,000	1,000
6245	IN SERVICE TRAINING	1,074	420	2,350	2,000	2,000
6266	SPECIAL DEPARTMENTAL EXPENSE	93,883	106,426	63,994	80,000	80,000
6248	UNIFORM SERVICE	-	-	165	500	-
6159	ALLOCATION FROM DATA PROCESSING	38,000	38,000	38,000	38,000	-
5225	RETIREMENT CONTRIBUTIONS	2,401	238,601	352,970	-	-
		341,762	**592,744**	**699,312**	**261,700**	**223,700**
	TOTALS	**757,503**	**1,054,564**	**1,274,175**	**1,059,100**	**823,500**

City of El Monte
Water Authority
Pumping/Transmission/Distribution

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Estimated	2009-10 Adopted Budget
600-67-696						
	SALARIES & BENEFITS					
5111	SALARIES-FULL TIME	244,814	277,964	323,535	309,100	298,100
5132	PREMIUM OVERTIME-FLSA	36,983	45,387	43,382	40,000	45,000
5132	STANDBY PROGRAM	21,267	20,617	21,204	20,000	21,000
5141	SALARIES-IOD/WC REIMB.	21,497	(3,409)	(23,431)	-	-
5255	HOLIDAY	4,707	3,530	1,254	5,000	5,000
	ACCRUED FRINGE BENEFITS	15,165	18,410	40,860	109,600	176,900
		344,432	362,500	406,804	483,700	546,000
	MAINTENANCE & OPERATIONS					
6215	GENERAL SUPPLIES	83,808	62,312	69,412	45,000	100,000
6111	GENERAL CONTRACT SERVICE	113,865	101,359	118,922	40,000	40,000
6415	UTILITIES	160,932	202,535	183,766	160,000	190,000
6411	RADIO AND PHONE SERVICE	1,568	640	1,670	-	1,700
6245	IN-SERVICE TRAINING	2,000	-	-	-	-
6266	SPECIAL DEPT EXPENSE	44,777	38,117	20,133	25,000	25,000
6248	UNIFORM SERVICE	3,025	1,963	1,671	1,500	3,200
6248	SAFETY EQUIPMENT	-	-	274	1,000	2,000
		409,975	406,926	395,848	272,500	361,900
	CAPITAL OUTLAY					
8131	RADIO EQUIPMENT	-	8,250	-	-	-
8131	TELEMETRY SYSTEM	9,858	-	-	-	-
8155	OTHER EQUIPMENT	-	64,512	-	-	-
8155	METERS AND SERVICES	-	5,910	425	-	-
		9,858	78,672	425	-	-
	TOTALS	**764,265**	**848,098**	**803,077**	**756,200**	**907,900**

City of El Monte
Water Authority
Debt Service

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Estimated	2009-10 Adopted Budget
600-67-697						
	MAINTENANCE & OPERATIONS					
7131	ARBITRAGE FEES	-	2,500	-	2,500	2,500
7129	TRUSTEE'S FEES	9,106	7,203	20,799	5,000	5,000
7112	INTEREST PAYMENTS ON 1999 REV.BONDS	717,232	118,634	-	-	-
7112	INTEREST PAYMENT ON 2001 NOTES	217,890	36,315	-	-	-
7111	DEBT SERVICE	-	600,301	888,758	385,000	390,000
7112	INTEREST EXPENSE	-	-	-	837,700	817,900
7121	COST OF ISSUANCE	627,589	50,436	50,436	56,000	56,000
7311	DEFERRED LEASE CHARGE	210,637	210,637	210,637	210,600	210,700
		1,782,454	1,026,025	1,170,630	1,496,800	1,482,100
	TOTALS	1,782,454	1,026,025	1,170,630	1,496,800	1,482,100

City of El Monte
Water Authority
Capital Improvements Proposed

Project Name	Budget Rollover	2009-10 Proposed Budget	Total Proposed Capital Improvements	Funding Source
Office Equipment		1,500	1,500	Water Capital Improvements Fund
Radio Equipment		2,000	2,000	Water Capital Improvements Fund
Telemetry System		5,000	5,000	Water Capital Improvements Fund
Other Equipment		100,000	100,000	Water Capital Improvements Fund
Meters & Services		10,000	10,000	Water Capital Improvements Fund
Water Main Replacement - Construction	1,000,000	500,000	1,500,000	Water Capital Improvements Fund
	1,000,000	618,500	1,618,500	

EL MONTE COMMUNITY REDEVELOPMENT AGENCY

Program Operations

The El Monte Redevelopment Agency programs are intended to alleviate physical decay, stagnation and "blight", and to correct economic and social problems. The Agency is comprised of the following project areas:

- East Valley Mall
- El Monte Plaza
- Plaza El Monte
- El Monte Center
- El Monte Center Amendment #1
- Downtown
- Northwest
- Valley Durfee

Property tax increment is the primary financing tool for paying public costs of redevelopment activities.

Per California Health and Safety Code, the Redevelopment Agency is required to set-aside 20% of taxes received in a separate Low and Moderate Income Housing Fund. The funds are to be used for the purpose of increasing, improving, and preserving the community's supply of low and moderate income housing. Planning and general administrative costs paid from the Low and Moderate Income Housing Fund are those expenses incurred by the Agency which are directly related to the programs and activities for the production, improvement, or preservation of low-and-moderate income housing.

Program Goals and Objectives

- Elimination of blight
- Support development that creates jobs and stimulates the local economy
- Provide affordable housing (20% Set-Aside).

EL MONTE COMMUNITY REDEVELOPMENT AGENCY
WORK PLAN
Accomplishments and Goals
FY 2009-2010 Budget

DOWNTOWN EL MONTE – ORIGINAL AND ADDED PROJECT AREAS

1. Santa Fe Trail Plaza Project (Festival-Capri LLC)

Sixteen acre development with 210,000 sf of retail including new freestanding restaurant pads and rehabilitation of existing Edwards Theater shopping center, and new residential condo units in Phase II. Approximately $50 million development value.

2008-2009 Accomplishments: Agency and Developer have assembled approximately 95% of project site, and assisted with relocation of residential tenants. Traffic design completed for intersection improvements at Santa Anita-Valley, construction plans and appraisals commenced.

2009-2010 Goals: Complete 100% of property acquisition, relocate remaining residential and business tenants, demolish vacant structures, negotiate new DDA terms with developer due to changing retail environment, identify shopping center tenants. Complete Santa Anita-Valley intersection design, commence and complete right-of-way acquisition and relocation, obtain bids, and commence construction.

2. Peck-Ramona Commercial Project (M & A Gabaee LP)

Retail-commercial project on 3.4 acres consisting of Wells Fargo Bank, Walgreens Drug Store, and other retail space totaling 32,810 square feet. Approximately $10.5 million value, assisted by $2.4 million new jobs grant via HUD Section 108.

FY 2008-2009 Accomplishments: Second phase of development consisting of Walgreens, Anna's Linens, Subway, Papa John's Pizza completed, all shops open for business.

FY 2009-2010 goals: Complete final site improvements to enhance reciprocal access with adjacent Burger King property, obtain closeout documentation. Identify potential development opportunities along Peck Road and Ramona Blvd. frontages to add to retail synergy.

3. El Monte Transit Village (Titan Group/TV LLC)

Transit-oriented mixed use development on 65 acre site involving expansion of bus transit terminal, redesign of public park facilities, 1850 residential units, and over 1 million s.f. of commercial development. Over $1 billion development value.

2008-2009 Accomplishments: Boundary and site survey completed. Tract map for Rio Paseo component approved and recorded. Coordination with Caltrans and Metro for authorization to incorporate Caltrans parcel C-1 into project. Developer obtained funding commitments for

affordable housing development. Applications completed for two CA Proposition 1C grants In April 2009. Commenced negotiations for relocation site for Public Works Maintenance Yard. Meeting with Conformity Review Committee (CRC) for proposed improvements to 3629 Santa Anita, the northerly portion of the El Monte Transit Village.

2009-2010 Goals: Commence and conclude negotiations with other developers to assume Specific Plan development following reorganization of original developer; amend environmental documents as needed. Complete all infrastructure design including gas line relocation, new sewer and drainage plans, park designs, parking structure plan, fire station rehabilitation, and relocation of Public Works Maintenance Division. Retain project manager to coordinate public infrastructure with private development work. Prepare grant applications for affordable housing assistance and infrastructure. Commence procedures for bond financing(s).

4. El Monte Bus Station Expansion (Metro) and Local/Regional Transit Planning

2008-2009 Accomplishments: Participated with City and Metro team in design charette for new Metro bus station, and developed terms of Exclusive Negotiation Agreement. Participated in many planning meetings related to transportation development: the advisory group for Congestion Pricing Demonstration Project; Transportation Committee for the San Gabriel Valley Council of Governments; Metro San Gabriel Valley Service Sector meetings; the Metro Long Range Transportation Plan (LRTP); Mid-Valley Transit Corridor; and Gold Line Eastside Extension Phase 2. Assisted with 2009 MTA Call For Projects application for Ramona Corridor Transit Center Access Project, which proposes a grade separation for access into the new El Monte Bus Station.

2009-2010 Goals: Continue to work with Metro, the San Gabriel Valley COG, and Caltrans to implement transportation goals that benefit El Monte. Approval of MOU with Metro for expansion of El Monte Station. Commence design of Ramona Corridor bus access and Flair Park Bus Connector, including evaluation of right-of-way requirements. Finalize lease with purchase option of former Chevrolet site and sublease to Metro for interim use during new station construction. Seek funding and commence design for Flair Park Bus Connector.

5. Valley-Santa Anita Intersection Improvements

Redesign of intersection to incorporate new turning lanes and traffic controls, with assistance from $2.15 million MTA Call for Projects grant.

2008-2009 Accomplishments: Completed conceptual design, determined right-of-way requirements, commenced appraisals.

2009-2010 Goals: Complete engineering plans, commence and complete right-of-way acquisition, provide relocation assistance, and commence bidding process for intersection construction.

6. Tyler-Ramona

Transit oriented development site. Phase 1 includes transit improvements consisting of covered bus shelters, shade trees, bus pullout, drinking fountain, bike racks, and public art component. Phase II includes future housing and/or commercial development.

2008-2009 Accomplishments: Provided relocation assistance for both commercial tenants on corner property acquired by Agency in June '08. Completed design of transit improvements.

2009-2010 Goals: Obtain bids, complete construction of transit, including landscape, improvements. Analyze potential for additional acquisitions, solicit new developer proposals.

7. Valley Mall-Downtown Specific Plan

A specific plan for Valley Mall and downtown vicinity would provide land use vision for revitalization of historic downtown core.

2009-2010 Goals: Commence community planning process toward preparation of downtown plan. Conduct workshops, evaluate market potential for retail, commercial, and residential reuse of selected sites, including reuse of public parking lots and other properties owned by public agencies. Commence circulation studies for traffic, transit, and pedestrians.

8. Pacific Towers Senior Housing (Titan Group/TDF LP)

Four story 100 unit affordable senior apartment project at Valley and Esto. Construction financing through $6.5 million rental housing revenue bond issued by Agency.

2009-2010 Goals: Monitor regulatory and administrative requirements of affordable housing loan agreement, including financial reporting, in-lieu tax payments, and loan repayments to Agency.

9. Scott Hyundai site,

Former dealership site at Santa Anita-Brockway, assembled with Agency assistance.

2009-2010 Goals: Assist property owner with tenant or buyer to reoccupy high visibility site.

10. El Monte Union High School District Property (Valra Star Partners)

Proposed hotel development on underutilized/surplus property located at Ramona/Valley.

2008-2009 Accomplishments: Redevelopment Planning and Participation Agreement executed.

2009-2010 Goals: Negotiate terms of potential assistance agreement with Developer and School District, conduct appraisal, financial, and environmental studies as necessary, coordinate planning and design with post office.

11. Veterans Housing development (Mercy Housing)

Special needs housing project, with services, for veterans proposed at Ramona-Stewart.

2009-2010 Goals: Negotiate and finalize agreement to support development of assisted housing for military veterans. Negotiate purchase of site.

12. Rosemead-Whitmore

Vacant and underutilized industrial sites adjacent to Rio Hondo channel.

2009-2010 Goals: Evaluate development feasibility of sites, work with buyer/tenant prospects.

13. Tyler-Brockway Residential (Neiman Properties)

Eighteen (18) unit townhome and single family project along Tyler Avenue corridor.

2008-2009 Accomplishments: Monitored final sales, evaluated potential as relocation resource.

14. News Café

Existing restaurant building on City-owned property adjacent to City Hall.

2009-2010 Goals: Issue RFP for and negotiate lease with new tenant. Evaluate financing for Agency purchase and improvement of property.

EL MONTE CENTER AND EL MONTE CENTER AMENDMENT NO. 1 PROJECT AREAS

1. El Monte Center Shopping Center

Existing shopping center with Sears, Dearden's, Denny's, Hometown Buffet, Big 5.

2008-2009 Accomplishments: Staples office supply store opened. New shop building completed, new pylon signs installed, parking areas resurfaced.

2009-2010 Goals: Develop target tenant list, work with owner and prospective buyers/lessees for occupancy of available vacant space.

2. Longo Toyota/Longo Lexus Expansion

Construction of 2500 space parking structure, and expansion of service and showroom space for Toyota, Lexus, and Scion representing $20+ million investment. Agency assisted with $3 million construction loan and $3 million new jobs grant.

2009-2010 Goals: Monitor sales growth and job creation for compliance with grant conditions.

3. Spirit Honda

Expansion of dealership with multilevel parking structure, showroom and shop improvements, and landscape and lighting enhancements. Agency assisted with $2.5M News Jobs Grant Agreement

2009-2010 Goals: Monitor sales activity and job creation for grant compliance

4. El Monte Chrysler Jeep Dodge site

Former auto dealer site acquired and improved with Agency assistance, now vacant.

2009-2010 Goals: Assist owner and broker in seeking replacement use.

5. Valley Blvd

Potential redevelopment of auto dealer and other commercial sites.

2009-2010 Goals: Conduct survey of available or underutilized properties to use toward a strategic plan for this project area. Identify opportunities to integrate efforts with adjacent private development not in project area, such as at Mi Pueblo center.

NORTHWEST EL MONTE PROJECT AREA

1. Pacific Place Expansion

   Expansion of existing complex with Foreign Trade Zone warehouse, business incubator offices, plus new parking, assisted with Section 108 loan and BEDI grant.

   2008-2009 Accomplishments: Developer completed construction of new Foreign Trade Zone Warehouse with new construction loan. Maintained occupancy levels in existing incubator offices

   2009-2010 Goals: Conduct ongoing financial audits, evaluate refinancing alternatives.

2. Saint Gobain site development

   Redevelopment of 27 acre manufacturing site.

   2008-2009 Accomplishments: Developer negotiations with City for Public Works Maintenance Division relocation. Site plan and access road design completed, parcel map recorded.

   2009-2010 Goals: Assist developer with tenant search, expedite processing of entitlements.

3. Clayton Industries site development

   2009-2010 Goals: Assist developer with tenant search; expedite processing of entitlements, including development agreement with City.

4. Gibson-Mariposa Park

   New 4.3 acre public park within underserved neighborhood.

   2008-2009 Achievements: Agency-owned site leased for use by non-profit support group to design and assemble tile art work for park.

   2009-2010 Goals: Provide support to Parks and Recreation Department as needed during final design and construction phase.

5. El Monte Operable Unit Treatment Plant

   Cooperate with property and business owners in Project Area to treat groundwater within San Gabriel Valley Superfund Site.

   2008-2009 Accomplishments: Participated in City Attorney-Water Division discussions toward treatment plant location for Gould-Navcom.

2009-2010 Goals: Coordinate with City departments and property owners for installation of treatment facilities including extraction and injection wells and associated pipelines.

6. Northwest El Monte and Flair Park Economic Feasibility Study

Analysis of economic development potential for Northwest El Monte Redevelopment Project Area and for Flair Business Park, which includes portion of Downtown El Monte Amended Project Area. Funded by California Community Foundation.

2009-2010 Goals: Retain consultant, conduct economic studies, and prepare recommendations for future use of large industrial sites. Review proposals for NavCom, Saint-Gobain, Clayton Industries, James Jones, Crown City Plating, Safeway-Vons, Sargent-Fletcher, and other sites.

7. Baldwin Avenue Underpass - Alameda Corridor East (ACE)

New grade separation project by the ACE joint powers authority.

2008-2009 Accomplishments: Planning meetings with ACE staff and property owners.

2009-20010 Goals: Cooperate with ACE staff in project planning and reconfiguration of roadway. Evaluate development potential of remnant parcels.

VALLEY-DURFEE PROJECT AREA

1. Lawrence Equipment Company

Proposed 20,000-30,000 sf expansion of manufacturing business at South El Monte border.

2008-2009 Accomplishments: Communicated with owner re development alternatives.

2009-2010 Goals: Finalize development and jobs agreement and commence construction.

2. Public Improvements

Urban design plan for street improvements, including landscape medians, to enhance appearance of area and to eliminate blight and physical impediments to development.

2009-2010 Goals: Coordinate appropriate financial support, including from CDBG, to develop guidelines, and construct public improvements in project area as funds are available.

3. Valley-Durfee intersection to east city limit

Blighted (vacant or underutilized) properties at major entryway to City.

2008-2009 Accomplishments: Worked with Majestic re potential tenant for their parcel.

2009-2010 Goals: Initiate owner participation process, market large parcels for development.

4. Owner Participation opportunities

Assist businesses currently in project area, such as a brewery, and a sign company, with their expansion needs.

2009-2010 Goals: Meet with business owners to understand their needs, match with existing sites in El Monte.

GENERAL REDEVELOPMENT AND ADMINISTRATIVE

1. Five Year Implementation Plan and Ten Year Housing Plan

New Implementation Plan to replace plan for current five-year cycle, which expires December 2009. Incorporate affordable housing policy to guide the development of affordable housing in project areas and meet inclusionary housing requirements.

2009-2010 Goals: Commence preparation of and conduct public hearing for new implementation plan before end of December 2009.

2. Low-Moderate Income Housing Funds

Support development of affordable housing.

2008-2009 Accomplishments: Completed merger of LMIH funds from each project area into one fund for accounting efficiency, and amended accounting system to reflect merger. Worked with California Community Foundation Land Trust staff to identify qualifying projects

3. Plan Review

Coordinate plan review for major redevelopment projects with Planning Division for consistency with General Plan, Redevelopment Plans, and Development Agreements.

2009-2010 Goals: Continue to review plans for redevelopment plan consistency.

4. Commercial Rehabilitation

Assist property and business owners with needed facade repairs to blighted commercial and industrial properties.

2008-2009 Accomplishments: Evaluated several potential projects, provided one loan.

2009-2010 Goals: Identify new funding sources, including CDBG and federal economic stimulus; complete at least two (2) commercial rehabilitation projects.

5. Economic Development; Marketing and Outreach

Development of comprehensive economic, marketing, and outreach development strategy.

2008-2009 Accomplishments: Attended Chamber of Commerce functions such as monthly breakfast meetings, monthly mixers, the Chamber's Economic Development Committee, and the annual installation dinner. Coordinated visits to local business. Participated in San Gabriel Valley Economic Partnership activities, including Transit Village update by staff. Advertised in local trade publications to enhance El Monte's image, attended International Conference of Shopping Centers (ICSC) convention in Las Vegas and networked with retailers, added available El Monte property listings to Agency web site and public counter, provided small business support literature at public counter. Prepared and submitted application for California Enterprise Zone designation. Contacts with Worksource Center to obtain resource materials. Presentation to Rotary Club. Numerous meetings with brokers and business owners.

2009-2010 Goals: More of above. Update Redevelopment web site and marketing materials. Implement Enterprise Zone marketing and vouchering program if Zone is approved by State. Create business retention and attraction strategy, including networking with local business groups. Network more with workforce development agencies. Increase promotion and marketing.

6. New Markets Tax Credit (El Monte Smart Growth)

Federal tax credit to support local investment. El Monte Smart Growth was created as a Community Development Entity (CDE) eligible to receive NMTC funds for the El Monte Transit Village and other projects. Agency staff, including the Executive Director, Assistant Executive Director, and Redevelopment Director all serve on the board.

2009-2010 Goals: Working with developers, prepare application for new application cycle. Analyze and review uses of tax credits if approved. Provide reporting documents to State for El Monte Smart Growth.

7. Rio Hondo Community Development Corporation

Community-based housing development organization (CHDO), created to assist in the development of affordable housing.

2008-2009 Accomplishments: Staff participated in RHCDC board and executive committee meetings, participated in development and financing decisions. Agency acquired land and wrote down resale price to RHCDC for two-unit Nevada Avenue project, and provided construction loan.

2009-2010 Goals: Assist, as needed, with new RHCDC projects on California (two homes), and Asher Street (seven homes). Identify new housing development opportunities.

8. Redevelopment Reporting and Accounting, Fiscal Responsibility

Preparation and submittal of annual reporting documents and payment of pass-through of tax increment to taxing agencies as required by AB1389. Payment of debt service for tax allocation bonds, reduce debt as financially feasible.

2008-2009 Accomplishments: Preparation and submittal of Statement of Indebtedness (by Oct 1, for State and County); Annual Agency-Assisted Development List for Downtown Project Area (by Dec. 31 to County); Annual Report of Financial Transactions (by Dec. 31 to State Controller); Continuing Disclosure Report (by Feb. 15 to bond trustee and rating agencies); calculation and payment of pass-throughs per AB1389 (to taxing agencies per pass-through agreements). Staff

completed Gateway Park transaction through which Agency debt to CDBG for original purchase of site was paid off, and long term debt to City was reduced.

2009-2010 Goals: Continue to submit reporting documents and payments as required. Pay down debt to City and other long term debt as funds are available and when prudent.

9. Economic Stimulus (American Recovery and Reinvestment Act of 2009) Reporting.

Summary reporting of city department efforts to seek federal funds. Additionally, pursue grant and bond programs that can assist with Agency goals of economic development and affordable housing.

2008-2009 Accomplishments: Beginning Dec. 2008, Agency staff has provided regular updates to City Council on grant research and applications by City departments.

2009-2010 Goals: Continue with monitoring for grant opportunities and providing status summaries for City Council. Research and adopt Recovery Zones to take advantage of new Recovery Zone bonds, seek eligible projects.

City of El Monte RDA

SUMMARY OF RESOURCES AND REQUIREMENTS BY FUND
FISCAL YEAR 2009-2010

FUND DESCRIPTIONS	FUND BALANCE AVAILABLE FOR APPROPRIATION JULY 1,2009	ESTIMATED REVENUE	ESTIMATED EXPENDITURES	ESTIMATED FUND BALANCE JUNE 30,2010
PROJECT AREAS				
EAST VALLEY MALL	-	68,600	108,900	(40,300)
EL MONTE PLAZA	-	102,000	221,500	(119,500)
EL MONTE CENTER	-	1,120,000	2,540,200	(1,420,200)
EL MONTE CENTER AMEND#	-	641,200	1,735,800	(1,094,600)
DOWNTOWN EL MONTE	-	2,287,100	6,676,800	(4,389,700)
NORTHWEST EL MONTE	407,800	1,499,100	1,943,200	(36,300)
VALLEY/DURFEE	41,800	594,000	1,522,000	(886,200)
	449,600	6,312,000	14,748,400	(7,986,800)
LOW & MODERATE HOUSING	1,992,744	1,274,500	990,600	2,276,644
GRAND TOTAL CRA	**2,442,344**	**7,586,500**	**15,739,000**	**(5,710,156)**

El Monte Redevelopment Agency
East Valley Mall Project Area

	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Estimated	2009-10 Adopted Budget
DEBT SERVICE FUND:						
Revenues						
	TAX INCREMENT REVENUE	53,128	53,190	54,046	71,000	67,600
	LOANS/ADVANCES FROM CITY	10,113	-	-	-	-
	INTEREST INCOME	2,577	4,189	-	1,000	1,000
		65,818	**57,379**	**54,046**	**72,000**	**68,600**
Expenditures						
	ADMINISTRATIVE COSTS	1,057	987	-	1,600	1,100
	ERAF	4,992	-	-	-	61,500
	PROFESSIONAL SERVICES	-	-	-	-	-
	PASS THRU	-	-	-	-	-
	INTEREST EXPENSE	29,584	31,363	28,056	-	-
	LONG-TERM DEBT REPAYMENTS	-	-	-	-	-
	TRANSFER OUT TO LOW & MOD	-	-	-	14,200	13,500
		35,633	**32,350**	**28,056**	**15,800**	**76,100**
CAPITAL PROJECTS FUND:						
Revenues						
	LOANS/ADVANCES FROM CITY	2,733	-	-	-	-
		2,733	**-**	**-**	**-**	**-**
Expenditures						
	ADMINISTRATIVE COSTS	23,810	18,698	13,055	26,700	29,800
	INTEREST EXPENSE	2,733	2,870	2,870	3,000	3,000
		26,543	**21,568**	**15,925**	**29,700**	**32,800**
LOW-MOD HOUSING FUND:						
Revenues						
	TAX INCREMENT REVENUE	13,282	13,298	13,512	-	-
	INTEREST INCOME	2,678	29,391	5,442	-	-
	TRANSFER IN FROM DEBT SERVICE	-	-	-	-	-
		15,960	**42,689**	**18,954**	**-**	**-**
Expenditures						
	ADMINISTRATIVE COSTS	6,216	4,921	3,264	-	-
	ERAF	-	-	-	-	-
		6,216	**4,921**	**3,264**	**-**	**-**

El Monte Redevelopment Agency

El Monte Plaza Project Area

	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Estimated	2009-10 Adopted Budget
DEBT SERVICE FUND:						
Revenues						
	TAX INCREMENT REVENUE	76,438	80,000	80,000	100,000	100,000
	LOANS/ADVANCES FROM CITY	10,375	-	-	-	-
	INTEREST INCOME	4,962	7,969	-	2,000	2,000
		91,775	**87,969**	**80,000**	**102,000**	**102,000**
Expenditures						
	ADMINISTRATIVE COSTS	1,359	1,520	-	1,600	1,800
	ERAF	6,722	-	-	-	81,900
	PROFESSIONAL SERVICES	-	-	-	-	-
	INTEREST EXPENSE	19,283	19,904	14,462	-	-
	LONG-TERM DEBT REPAYMENTS	-	-	-	-	-
	TRANSFER OUT TO LOW & MOD	-	-	-	20,000	20,000
		27,364	**21,423**	**14,462**	**21,600**	**103,700**
CAPITAL PROJECTS FUND:						
Revenues						
	LOANS/ADVANCES FROM CITY	73,887	-	-	-	-
		73,887	**-**	**-**	**-**	**-**
Expenditures						
	ADMINISTRATIVE COSTS	31,747	25,242	20,671	35,600	39,800
	INTEREST EXPENSE	73,887	77,581	77,581	78,000	78,000
		105,633	**102,823**	**98,252**	**113,600**	**117,800**
LOW-MOD HOUSING FUND:						
Revenues						
	TAX INCREMENT REVENUE	19,110	20,000	20,000	-	-
	INTEREST INCOME	1,266	17,877	5,351	-	-
	TRANSFER IN FROM DEBT SERVICE	-	-	-	-	-
		20,376	**37,877**	**25,351**	**-**	**-**
Expenditures						
	ADMINISTRATIVE COSTS	8,277	6,924	5,440	-	-
	ERAF	-	-	-	-	-
		8,277	**6,924**	**5,440**	**-**	**-**

El Monte Redevelopment Agency

El Monte Center Project Area

	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Estimated	2009-10 Adopted Budget
DEBT SERVICE FUND:						
Revenues						
	TAX INCREMENT REVENUE	720,798	833,282	619,885	1,100,000	1,100,000
	BOND PROCEEDS	59,178	-	-	-	-
	INTEREST INCOME	28,200	54,058	24,069	24,000	20,000
		808,176	**887,340**	**643,954**	**1,124,000**	**1,120,000**
Expenditures						
	ADMINISTRATIVE COSTS	6,823	13,270	(244,528)	17,000	11,000
	ERAF	41,719	-	-	-	491,500
	PROFESSIONAL SERVICES	3,495	3,598	1,818	2,500	-
	PASS THRU	48,915	69,789	57,000	115,000	-
	INTEREST EXPENSE	393,957	378,051	15,637	279,500	239,300
	LONG-TERM DEBT REPAYMENTS	113,275	167,925	262,435	195,000	195,000
	TRANSFER OUT TO LOW & MOD	-	-	-	220,000	220,000
		608,184	**632,633**	**92,362**	**829,000**	**1,156,800**
CAPITAL PROJECTS FUND:						
Revenues						
	LOANS/ADVANCES FROM CITY	184,185	259,929	1,044,375	-	-
	BOND PROCEEDS	1,798,465	-	1,419,739	-	-
	INTEREST INCOME	(83,442)	-	14,661	-	-
		1,899,208	**259,929**	**2,478,775**	**-**	**-**
Expenditures						
	ADMINISTRATIVE COSTS	186,511	140,235	198,002	208,900	233,400
	PROFESSIONAL SERVICES	253	-	-	-	-
	PROJECT COSTS	4,000,000	1,259,929	339,865	340,000	350,000
	DEBT ISSUANCE COSTS	3,056	-	112,573	-	-
	INTEREST EXPENSE	546,280	704,203	802,410	800,000	800,000
	LONG-TERM DEBT REPAYMENTS	-	-	858,892	-	-
		4,736,101	**2,104,367**	**2,311,742**	**1,348,900**	**1,383,400**

El Monte Redevelopment Agency

El Monte Center Project Area

	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Estimated	2009-10 Adopted Budget
LOW-MOD HOUSING FUND:						
Revenues						
	TAX INCREMENT REVENUE	180,199	208,321	216,103	-	-
	BOND PROCEEDS	-	-	-	-	-
	INTEREST INCOME	7,897	17,089	4,119	-	-
	TRANSFER IN FROM LOW & MOD	-	-	-	-	-
		188,096	**225,410**	**220,222**	**-**	**-**
Expenditures						
	ADMINISTRATIVE COSTS	53,294	42,583	53,308	-	-
	ERAF	-	-	-	-	-
	PROFESSIONAL SERVICES	1,609	1,719	997	-	-
	DEBT ISSUANCE COSTS	724	-	-	-	-
	INTEREST EXPENSE	97,944	95,889	6,863	-	-
	LONG-TERM DEBT REPAYMENTS	23,850	41,420	168,765	-	-
		177,420	**181,611**	**229,934**	**-**	**-**

El Monte Redevelopment Agency

El Monte Center #1 Project Area

	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Estimated	2009-10 Adopted Budget
DEBT SERVICE FUND:						
Revenues						
	TAX INCREMENT REVENUE	472,419	604,057	508,956	765,000	636,200
	LOANS/ADVANCES FROM CITY	24,670	-	2,497	-	-
	BOND PROCEEDS	-	-	-	-	-
	INTEREST INCOME	16,763	13,959	12,040	5,000	5,000
		513,852	**618,016**	**523,493**	**770,000**	**641,200**
Expenditures						
	ADMINISTRATIVE COSTS	5,968	8,290	-	10,600	10,600
	ERAF	23,525	-	-	-	204,800
	PROFESSIONAL SERVICES	1,160	1,053	508	-	-
	PASS THRU	255,856	323,342	-	329,000	314,200
	INTEREST EXPENSE	112,481	110,079	2,497	125,500	114,500
	LONG-TERM DEBT REPAYMENTS	11,285	54,339	-	85,000	85,000
	TRANSFER OUT TO LOW & MOD	-	-	-	153,000	127,200
		410,276	**497,103**	**3,005**	**703,100**	**856,300**
CAPITAL PROJECTS FUND:						
Revenues						
	LOANS/ADVANCES FROM CITY	-	99,458	1,965,943	-	-
	BOND PROCEEDS	359,976	-	2,204,169	-	-
	RENTAL INCOME	-	10,500	-	-	-
	OTHER INCOME	-	-	-	-	-
	INTEREST INCOME	(7,215)	17,677	33,290	-	-
		352,761	**127,635**	**4,203,401**	**-**	**-**
Expenditures						
	ADMINISTRATIVE COSTS	61,511	72,922	69,627	71,100	79,500
	PROFESSIONAL SERVICES	-	2,000	12,000	-	-
	PROJECT COSTS	4,440	143,006	101,303	25,000	350,000
	DEBT ISSUANCE COSTS	1,922	-	121,768	-	-
	INTEREST EXPENSE	338,182	429,705	419,210	450,000	450,000
	LONG-TERM DEBT REPAYMENTS	83,413	203,557	2,178,717	-	-
		489,468	**851,189**	**2,902,625**	**546,100**	**879,500**

El Monte Redevelopment Agency

El Monte Center #1 Project Area

	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Estimated	2009-10 Adopted Budget
LOW-MOD HOUSING FUND:						
Revenues						
	TAX INCREMENT REVENUE	118,105	151,014	127,239	-	-
	BOND PROCEEDS	-	-	-	-	-
	INTEREST INCOME	7,510	11,887	9,382	-	-
	TRANSFER IN FROM DEBT SERVICE	-	-	-	-	-
		125,615	**162,901**	**136,621**	**-**	**-**
Expenditures						
	ADMINISTRATIVE COSTS	37,207	41,338	38,077	-	-
	ERAF	-	-	-	-	-
	PROFESSIONAL SERVICES	608	655	60,375	-	-
	DEBT ISSUANCE COSTS	310	-	67,012	-	-
	INTEREST EXPENSE	34,857	33,932	-	-	-
	LONG-TERM DEBT REPAYMENTS	8,475	15,889	67,012	-	-
		81,458	**91,814**	**232,476**	**-**	**-**

El Monte Redevelopment Agency
Downtown El Monte Project Area

	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Estimated	2009-10 Adopted Budget
DEBT SERVICE FUND:						
Revenues						
	TAX INCREMENT REVENUE	1,223,381	1,570,443	1,811,989	2,233,000	2,265,100
	LOANS/ADVANCES FROM CITY	109,741	-	-	-	-
	INTEREST INCOME	57,711	85,548	78,647	30,500	22,000
		1,390,833	**1,655,991**	**1,890,636**	**2,263,500**	**2,287,100**
Expenditures						
	ADMINISTRATIVE COSTS	20,437	31,135	1,973	44,500	44,800
	ERAF	80,134	-	-	-	716,700
	PROFESSIONAL SERVICES	-	-	-	-	-
	PASS THRU	159,487	576,016	-	618,000	485,400
	INTEREST EXPENSE	453,989	447,316	37,043	545,000	600,100
	PRINCIPAL PAYMENTS	78,440	197,079	-	200,000	200,000
	TRANSFER OUT TO LOW & MOD	-	-	-	446,600	453,000
		792,487	**1,251,547**	**39,015**	**1,854,100**	**2,500,000**
CAPITAL PROJECTS FUND:						
Revenues						
	LOANS/ADVANCES FROM CITY	982,644	2,200,000	-	238,000	-
	BOND PROCEEDS	-	-	12,309,976	-	-
	DEVELOPER PARTICIPATION	-	320,076	56,230	-	-
	INTEREST INCOME	(151,523)	17	110,939	-	-
	RENTAL INCOME	115,050	81,267	96,600	-	-
		946,171	**2,601,360**	**12,573,746**	**238,000**	**-**
Expenditures						
	ADMINISTRATIVE COSTS	169,688	156,128	215,387	256,700	286,800
	PROFESSIONAL SERVICES	-	-	-	55,000	55,000
	PROJECT COSTS	527,514	3,061,649	1,257,331	2,178,000	2,635,000
	DEBT ISSUANCE COSTS	5,180	-	655,107	-	-
	INTEREST EXPENSE	879,647	1,328,712	1,194,904	-	1,200,000
	LONG-TERM DEBT REPAYMENTS	-	-	8,826,585	-	-
	MISCELLANEOUS	4,000	-	-	-	-
		1,586,029	**4,546,489**	**12,149,314**	**2,489,700**	**4,176,800**

El Monte Redevelopment Agency

Downtown El Monte Project Area

	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Estimated	2009-10 Adopted Budget
LOW-MOD HOUSING FUND:						
Revenues						
	TAX INCREMENT REVENUE	305,845	392,611	452,997	-	-
	LOANS/ADVANCES FROM CITY	125,866	-	564,724	-	-
	BOND PROCEEDS	-	-	-	-	-
	INTEREST INCOME	40,821	50,683	29,752	-	-
	RENTAL INCOME	51,995	28,692	29,927	-	-
	MISCELLANEOUS INCOME	-	115	-	-	-
	TRANSFER IN FROM DEBT SERVICE	-	-	-	-	-
		524,527	472,100	1,077,400	-	-
Expenditures						
	ADMINISTRATIVE COSTS	129,072	83,122	86,118	-	-
	PROJECT COSTS	24,607	9,977	9,013	-	-
	DEBT ISSUANCE COSTS	1,034	-	-	-	-
	INTEREST EXPENSE	293,623	300,364	177,279	-	-
	LONG-TERM DEBT REPAYMENTS	35,625	121,597	305,033	-	-
		483,961	515,060	577,442	-	-

El Monte Redevelopment Agency
Northwest El Monte Project Area

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Estimated	2009-10 Adopted Budget
DEBT SERVICE FUND:						
Revenues						
	TAX INCREMENT REVENUE	861,459	1,311,320	1,171,503	1,500,000	1,464,100
	LOANS/ADVANCES FROM CITY	43,599	-	-	-	-
	INTEREST INCOME	27,461	34,840	55,288	35,000	35,000
		932,519	**1,346,160**	**1,226,791**	**1,535,000**	**1,499,100**
Expenditures						
	ADMINISTRATIVE COSTS	10,040	23,313	-	30,000	14,400
	ERAF	41,777	-	-	-	325,600
	PROFESSIONAL SERVICES	-	-	-	10,000	-
	PASS THRU	536,371	641,895	-	660,000	296,200
	INTEREST EXPENSE	1,822	4,002	4,002	-	-
	LONG-TERM DEBT REPAYMENTS	-	-	-	-	-
	TRANSFER OUT TO LOW & MOD	-	-	-	300,000	292,800
		590,010	**669,210**	**4,002**	**1,000,000**	**929,000**
CAPITAL PROJECTS FUND:						
Revenues						
	BOND PROCEEDS	-	-	-	-	-
	LOANS/ADVANCES FROM CITY	633,183	500,000	-	-	-
	INTEREST INCOME	5,167	-	-	-	-
	RENTAL INCOME	-	-	-	-	-
	SALE OF REAL ESTATE	994,318	-	-	-	-
		638,350	**500,000**	**-**	**-**	**-**
Expenditures						
	ADMINISTRATIVE COSTS	91,271	64,508	166,453	102,200	114,200
	PROFESSIONAL SERVICES	45,124	50,090	18,493	-	-
	PROJECT COSTS	306,805	212,037	1,500	25,000	300,000
	INTEREST EXPENSE	541,550	523,493	549,668	550,000	600,000
	LONG-TERM DEBT REPAYMENTS	994,318	-	-	-	-
		1,979,068	**850,128**	**736,114**	**677,200**	**1,014,200**

El Monte Redevelopment Agency

Northwest El Monte Project Area

Account Number	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Estimated	2009-10 Adopted Budget
LOW-MOD HOUSING FUND:						
Revenues						
	TAX INCREMENT REVENUE	215,365	327,830	292,876	-	-
	BOND PROCEEDS	-	-	-	-	-
	LOANS/ADVANCES FROM CITY	2,753	-	-	-	-
	INTEREST INCOME	16,353	27,397	15,504	-	-
	TRANSFER IN FROM DEBT SERVICE	-	-	-	-	-
		234,471	**355,227**	**308,380**	**-**	**-**
Expenditures						
	ADMINISTRATIVE COSTS	69,243	58,447	82,892	-	-
	PROFESSIONAL SERVICES	-	-	-	-	-
	PROJECT COSTS	-	-	-	-	-
	INTEREST EXPENSE	16,975	20,500	-	-	-
	LONG-TERM DEBT REPAYMENTS	7,050	7,520	-	-	-
		93,268	**86,467**	**82,892**	**-**	**-**

El Monte Redevelopment Agency
Valley-Durfee Project Area

	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Estimated	2009-10 Adopted Budget
DEBT SERVICE FUND:						
Revenues						
	TAX INCREMENT REVENUE	219,344	317,890	472,030	696,000	590,000
	LOANS/ADVANCES FROM CITY	(14,362)	-	-	-	-
	INTEREST INCOME	4,691	13,030	6,330	4,000	4,000
		209,673	**330,920**	**478,359**	**700,000**	**594,000**
Expenditures						
	ADMINISTRATIVE COSTS	4,045	7,860	-	10,000	10,000
	ERAF	14,362	-	-	-	165,900
	PROFESSIONAL SERVICES	-	-	-	-	-
	PASS THRU	20,164	35,633	-	39,000	40,900
	INTEREST EXPENSE	-	718	-	-	-
	LONG-TERM DEBT REPAYMENTS	-	-	-	-	-
	TRANSFER OUT TO LOW & MOD	-	-	-	139,200	118,000
		38,571	**44,211**	**-**	**188,200**	**334,800**
CAPITAL PROJECTS FUND:						
Revenues						
	LOANS/ADVANCES FROM CITY	8,438	400,000	200,000	-	-
		8,438	**400,000**	**200,000**	**-**	**-**
Expenditures						
	ADMINISTRATIVE COSTS	62,501	128,081	-	70,000	78,200
	PLANNING , SURVEY & DESIGN		146	-	-	-
	PROPERTY ACQUISITION	233	-	-	-	1,100,000
	PROJECT COSTS	-	-	343,726	400,000	-
	INTEREST EXPENSE	8,438	8,860	8,860	9,000	9,000
	LONG-TERM DEBT REPAYMENTS	-	-	-	-	-
		71,172	**137,087**	**352,586**	**479,000**	**1,187,200**
LOW-MOD HOUSING FUND:						
Revenues						
	TAX INCREMENT REVENUE	54,836	79,473	118,007	-	-
	INTEREST INCOME	1,656	4,370	6,073	-	-
	TRANSFER IN FROM DEBT SERVICE	-	-	-	-	-
		56,492	**83,842**	**124,080**	**-**	**-**
Expenditures						
	ADMINISTRATIVE COSTS	18,868	29,077	19,583	-	-
		18,868	**29,077**	**19,583**	**-**	**-**

El Monte Redevelopment Agency
Low & Mod Housing - All Project Areas

	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Estimated	2009-10 Adopted Budget
LOW-MOD HOUSING FUND:						
Revenues						
	TAX INCREMENT REVENUE				-	-
	INTEREST INCOME				31,300	30,000
	TRANSFER IN FROM DEBT SERVICE				1,293,000	1,244,500
		-	-	-	**1,324,300**	**1,274,500**
Expenditures						
	ADMINISTRATIVE COSTS				340,000	379,900
	PROFESSIONAL SERVICES				4,500	50,000
	PASS THRU				-	-
	INTEREST EXPENSE				376,500	370,700
	LONG-TERM DEBT - Principal				190,000	190,000
		-	-	-	**911,000**	**990,600**

City of El Monte
RDA
Administration

	Description	2005-06 Actual	2006-07 Actual	2007-08 Actual	2008-09 Adopted	2009-10 Adopted Budget
	SALARIES & BENEFITS					
	SALARIES-FULL TIME	359,451	375,500	478,999	481,300	478,400
	SALARIES-PART TIME	-	-	-	-	50,000
	SALARIES - OVERTIME	2,656	172	628	-	-
	RETIREMENT	157,917	153,731	73,227	-	-
	WORKER'S COMP INSURANCE	9,534	2,481	2,126	6,800	166,800
	GROUP MEDICAL	52,133	54,541	52,607	69,000	-
	ADMIN CHARGE FROM CITY	200,000	200,000	200,000	200,000	200,000
	DENTAL	5,791	-	-	-	-
	VISION	1,521	-	-	-	-
	MEDICARE	5,251	-	-	7,000	-
	LIABILITY INSURANCE PREMIUM	-	-	-	-	-
	PARS/DEF COMP	-	-	-	72,900	-
	ELECT/APPOINT SALARIES	4,080	3,750	3,570	5,000	5,000
	VACATION	-	-	8,924	-	-
	HOLIDAY	6,003	4,539	1,604	6,000	3,000
		804,338	**794,713**	**821,684**	**848,000**	**903,200**
	GENERAL SUPPLIES	13,104	5,520	4,504	73,300	52,300
	ADVERTISING	4,625	14,186	41,888	13,000	20,000
	GENERAL CONTRACT SERVICES	168,168	103,616	202,341	154,000	252,000
	TELEPHONE	5,343	4,292	3,560	5,000	2,500
	OFFICE EQUIPMENT MAINTENANCE	540	271	264	300	600
	MILEAGE REIMBURSEMENT	19	208	-	200	200
	CAR ALLOWANCE	2,400	2,400	2,400	2,400	2,400
	DUES & SUBSCRIPTIONS	3,211	308	97	10,500	2,500
	IN TOWN MEETINGS	1,643	624	2,423	2,000	2,000
	OUT OF TOWN CONFERENCE	260	1,006	2,129	1,000	1,000
	SPECIAL DEPARTMENT EXPENSES	-	1,500	1,500	1,500	2,500
	ALLOCATION OF ADMIN EXPENSES	(992,080)	(934,899)	(1,087,925)	(1,111,200)	(1,241,200)
		(792,768)	**(800,968)**	**(826,820)**	**(848,000)**	**(903,200)**
	OFFICE EQUIPMENT	2,002	6,255	5,135	-	-
		2,002	**6,255**	**5,135**	**-**	**-**
	TOTALS	**13,573**	**-**	**-**	**-**	**-**

DEPT	Proj No	Project Description	2009-2010 Funding Sources: SAFE TEA-Lu	Prop 1B	2700 Prop C	1500 CDBG	SR2S	Federal RSTP	CRA	Federal Earmark	MTA Call for Proj	RMC	EDI	State Grants	Park Prop A	Park Impact Fees & Quimby	MSRC	Other	No Funding Source	2009-10 Project Costs
CD	c08672	Rosemead/Telstar Intersection	560,000	1,000,000						509,000									131,000	2,200,000
CD	c08671	Santa Anita/Valley Intersection		2,000,000							2,104,000							1,100,000	2,296,000	7,500,000
CD		Valley Blvd W of Santa Anita Street & Drainage Improvement	600,000																	600,000
CD		Garvey Underpass Pump Station Improvements							642,000	258,000										900,000
CD		Metro Bicycle Transportation Strategic Plan							56,000									111,000		167,000
CD		City Public Works Yard Relocation							1,000,000										17,000,000	18,000,000
CD		Festival/Santa Fe Trail Plaza Project							3,500,000											3,500,000
CD		Traffic Signal - Prop C			500,000															500,000
CD		Safe Routes to School Project					611,000													611,000
CD		CDBG Street & Sidewalk Improvement Project				1,451,500														1,451,500
CD		ARRA Street Improvements - Various Streets						3,217,000	45,000											3,262,000
CD		ARRA Street Improvements - Various Streets						1,219,000	31,000											1,250,000
CS		Arceo Park Improvement Project														75,000				75,000
CS		Baldwin Mini Park Improvement Project														25,000				25,000
CS	cgmprk	Gibson Mariposa Park Development							600,000			1,242,200		3,000,000	200,000	1,016,500			1,680,300	7,739,000
CS		Kranz Community Gym											346,500	995,000					3,656,400	4,997,900
CS		Kranz Youth Soccer Field										511,000		995,000					445,000	1,951,000
CS		Urban Forest Project												346,700		62,300				409,000
CS		Urban Forestry Education Center												240,000		60,900		3,800		304,700
CS		Urban Forest Management Plan												100,000		100,000				200,000
CS		Compresed Natural Gas Station Upgrade			830,000												158,000			988,000
		Total by Funding Source	**1,160,000**	**3,000,000**	**1,330,000**	**1,451,500**	**611,000**	**4,436,000**	**5,874,000**	**767,000**	**2,104,000**	**1,753,200**	**346,500**	**5,676,700**	**200,000**	**1,339,700**	**158,000**	**1,214,800**	**25,208,700**	**56,631,100**

PROJECT DETAIL

PROJECT NAME: Rosemead/Telstar Intersection

PROJECT #: **c08672**

PROJECT DESCRIPTION:

The Rosemead Boulevard (SR-19) 2nd South Bound Left Turn Lane at Telstar Avenue consists of major traffic mitigation improvements and the installation of a second left turn lane on southbound Rosemead Boulevard onto Telstar Avenue. The project was designed to alleviate and mitigate the traffic circulation to the Flair Park area from Rosemead Boulevard. The addition of a second left turn lane and the modification of the existing traffic signal will drastically improve the flow of traffic in and out of Flair Park. This project consists of the construction of a 2nd left turn lane into Telstar Avenue for southbound Rosemead Boulevard. Rosemead Boulevard between the I-10 and south to Garvey Avenue is a State Highway and under Caltrans jurisdiction.

TIME FRAME: September of 2009 - Request for I year extension from Metro in November of 2008. Project completion date is expected to be June of 2010.

COUNCIL APPROVAL DATE:

The Engineering Division has not received City Council approval for construction advertisement and award of bid. Advertisement for construction will be made in January of 2010 with the award of bid in February of 2010.

			FUNDING	
PROJECT PHASES:	**TIMELINE**	**COST**	**AMOUNT**	**SOURCE**
Acquisition				
Design	Done - Spent	$ 200,000	$ 200,000	Spent
Construction			$ 509,000	Federal STP-L
Project Management		$ 200,000	$ 560,000	SAFETEA-LU
Construction		$ 2,000,000	$ 1,000,000	Prop 1B
TOTALS		**$ 2,400,000**	**$ 2,269,000**	
Difference		$ 131,000		Additional Funding Needed

PROJECT DETAIL

PROJECT NAME: Santa Anita/Valley Intersection (Downtown Proj Area)

PROJECT #: c08671

PROJECT DESCRIPTION:

Santa Anita Avenue at Valley Boulevard
The Santa Anita Avenue at Valley Boulevard Intersection Enhancement Project was designated as one of the main projects for traffic circulation improvements and regional mass transit system enhancements along Santa Anita Avenue between the I-10 freeway and Lower Azusa Road. Right of way acquisition of property along Santa Anita Avenue will be required in order to widen the street to increase the traffic volume capacity. Procurement of the necessary funds from METRO for improvements to the intersection of Santa Anita Avenue and Valley Boulevard, which include but are not limited to traffic signal modifications, street widening, right of way acquisition, storm drain improvements, street improvements and underground utility improvements, will commence upon the execution of this MOU.

PROJECT PHASES:	TIMELINE	COST	FUNDING AMOUNT	FUNDING SOURCE
Acquisition		$ 4,000,000	$ 2,104,000	MTA Call for Proj.
			$ 400,000	Developer Reimb.
Design		$ 500,000	$ 700,000	Developer Reimb
			$ 2,000,000	Prop 1B
Construction				
Project Management		$ 2,500,000		
Construction Contingency		$ 500,000		
TOTALS		**$ 7,500,000**	**$ 5,204,000**	
Difference		$ 2,296,000		Additional Funding Needed

PROJECT DETAIL

PROJECT NAME: Valley Blvd West of Santa Anita Street & Drainage Improvements

PROJECT #:

PROJECT DESCRIPTION:

Construct Valley drainage and resurfacing improvements: West of Santa Anita Ave - Including no capacity increase street resurfacing.
Project # LAE1138

PROJECT PHASES:	TIMELINE	COST	AMOUNT	FUNDING SOURCE
Acquisition				
Design				
Construction				
Project Management				
Construction		$ 600,000	$ 600,000	DEMOSTL-SAFETEA-LU
Contingency				
TOTALS		**$ 600,000**	**$ 600,000**	

PROJECT DETAIL

PROJECT NAME: Garvey Underpass Pump Station Improvements (Valley-Durfee Project Area)

PROJECT #:

PROJECT DESCRIPTION:

The project includes design and construction of the Garvey Underpass pump station which will alleviate current flooding problems. The project will consist of placing a new storm drain that will outlet into the San Gabriel River.

PROJECT PHASES:	TIMELINE	COST	FUNDING AMOUNT	FUNDING SOURCE
Acquisition				
Design		$ 258,000		EPA Appropriation
Construction				
Project Management		$ 110,000		
Construction		$ 532,000	$ 900,000	RDA
Contingency				
TOTALS		**$ 900,000**	**$ 900,000**	

PROJECT DETAIL

PROJECT NAME: Metro Bicycle Transportation Strategic Plan

PROJECT #:

PROJECT DESCRIPTION:

El Monte: Transit Cycle Friendly. El Monte proposes to implement the 1st phase of the El Monte Bike-Transit Hub component (Metro Bicycle Transportation Strategic Plan) a countywide effort to improve bike facilities.
Project # LAF1504

PROJECT PHASES:	TIMELINE	COST	AMOUNT	FUNDING SOURCE
Acquisition				
Design				
Construction				
Project Management				
Construction		$ 111,000	$ 111,000	CMAQ
Contingency		$ 56,000	$ 56,000	Redevelopment Agency
TOTALS		**$ 167,000**	**$ 167,000**	

CMAQ = Congestion Mitigation Air Quality

PROJECT DETAIL

PROJECT NAME: City Public Works Yard Relocation
(Relocation from Downtown Proj Area to Northwest Proj Area)

PROJECT #:

PROJECT DESCRIPTION:

The current Public Works Maintenance Facility is located within the proposed development for the Transit Village project. The relocation of the existing 5 acre facility is proposed to be relocated to an approximate 5 acre site located at 4000 Arden Drive. The proposed facility will provide off-site administrative offices to be located on the proposed Xebec project site, shop areas to accommodate the various crews, vehicle maintenance garage, break and locker room facilities, elevated trash transfer facility, and a wash rack area. In addition, the proposed facility will be designed and constructed with energy efficient components to reach a LEED certification. The project is currently in Schematic Design. The Design Development phase will follow after the funding sources have been identified.

PROJECT PHASES:	TIMELINE	COST	FUNDING AMOUNT	FUNDING SOURCE
Acquisition		$ 7,000,000		
Design		$ 1,000,000		
Construction Project Management Construction		$ 10,000,000		
TOTALS		**$ 18,000,000**	**$ -**	
Difference		$ 18,000,000		Additional Funding Needed

PROJECT DETAIL

PROJECT NAME: Festival/Santa Fe Trail Plaza Project (Downtown Proj Area)

PROJECT #:

PROJECT DESCRIPTION:

PROJECT PHASES:	TIMELINE	COST	FUNDING AMOUNT	FUNDING SOURCE
Acquisition		$ 3,500,000	$ 3,500,000	2007 TABS (Bonds)
Design				
Construction				
Project Management				
Construction				
TOTALS		**$ 3,500,000**	**$ 3,500,000**	
Difference		$ -		Additional Funding Needed

PROJECT DETAIL

PROJECT NAME: Traffic Signal - Prop C Project

PROJECT #:

PROJECT DESCRIPTION:

Four intersections have been chosen for traffic signal system modifications. Upgrading the current system will dramatically enhance safety by bringing the system up to current State of California traffic standards and codes. Traffic circulation will be improved and there will be a reduction of maintenance hours. Upgrading the system requires the following items to be removed and replaced; traffic signal poles, cabinets/controllers, electrical wiring, changing the light bulbs from incandescent to LED improving visibility and reducing energy costs, and all other auxiliary equipment needed for the proper function and efficiency of the system. The proposed expenditures will facilitate public transit, improving and upgrading the current system's quality, safety, accessibility, and timing. Public transit service will be enhanced and the general public will benefit greatly. This is a non-capacity-enhancing traffic control measure that serves to improve both bus and other vehicular flow and exponentially increases safety within an existing right-of-way. Design of Plans and Specifications will be required.

The Public Works Maintenance Division will perform the installation of the traffic signal system. Traffic Signal Synchronization will be required through the collaboration and input from the Los Angeles County Department of Public Works, Traffic Signal and Lighting Division.

			FUNDING	
PROJECT PHASES:	**TIMELINE**	**COST**	**AMOUNT**	**SOURCE**
Acquisition				
Design		$ 50,000	$ 50,000	Prop C
Construction				
Project Management				
Construction		$ 450,000	$ 450,000	Prop C
Contingency				
TOTALS		**$ 500,000**	**$ 500,000**	

PROJECT DETAIL

PROJECT NAME: Safe Routes to School Project

PROJECT #:

PROJECT DESCRIPTION:

Approved scope of work consists of the design and construction of: 2 Pedestrian Stop Signals w/ median beacons, (2) 16-bulb-outs, (3) 14-ADA ramps, (4) 20-high visibility crosswalk markings (continental), (5) 6-flashing STOP signs and Stop Bars, and (6) ADA compliant sidewalk. The following schools are the recipient of the grant funding: Cherrylee S, Gidley S, New Lexington S, Norwood S, Rio Vista S, Wilkerson S, Kranz S, Parkview S, and Payne S

TIME FRAME: Completion by June of 2011

COUNCIL APPROVAL DATE:

Have not received City Council approval for design, advertisement, construction, or award of bid. Looking to design the project by May of 2009, Advertise for Construction by July of 2009, commence construction by September of 2009, and complete the project by January of 2010.

			FUNDING	
PROJECT PHASES:	**TIMELINE**	**COST**	**AMOUNT**	**SOURCE**
Acquisition				
Design		$ 86,700	$ 86,700	SR2S
Construction				
Project Management				
Construction		$ 524,300	$ 524,300	SR2S
TOTALS		**$ 611,000**	**$ 611,000**	
Difference		$ -		Additional Funding Needed

PROJECT DETAIL

PROJECT NAME: CDBG Street & Sidewalk Improvement Project

PROJECT #:

PROJECT DESCRIPTION:

Full reconstruction and replacement of the existing pavement requires the removal of the entire pavement and replacement with 4-inch thick asphalt concrete, appropriate for the street classification and usage. Removal is required due to the pavement condition, areas that are fractured, broken and is allowing water to weaken the subgrade under the roadway. The street overlay process involves the placement of a new layer of asphalt approximately 2 inches thick on the street. Properly maintained, an overlay can extend the life of the street by 20 to 25 years, although frequently used streets may require more frequent overlays. The top layer of asphalt is removed from the street in preparation for the overlay. Removal is required due to the pavement condition, areas that are fractured, broken and is allowing water to weaken the subgrade under the roadway.

			FUNDING	
PROJECT PHASES:	**TIMELINE**	**COST**	**AMOUNT**	**SOURCE**
Acquisition				
Design		$ 100,000	$ 100,000	CDBG
Construction				
Project Management		$ 449,300	$ 449,300	CDBG
Construction		$ 902,200	$ 902,200	CDBG
TOTALS		**$ 1,451,500**	**$ 1,451,500**	
Difference		$ -		Additional Funding Needed

PROJECT DETAIL

PROJECT NAME: ARRA Street Improvements - Various Streets

PROJECT #:

PROJECT DESCRIPTION:

Citywide and transit Village improvements that call for the overlay, removal and replacement of streets, damaged curb and gutter, driveway, approaches, parkway tree, cross gutters.
Project # LAES589

PROJECT PHASES:	TIMELINE	COST	FUNDING AMOUNT	FUNDING SOURCE
Acquisition				
Design		$ 45,000	$ 45,000	RDA
Construction				
Project Management				
Construction		$ 3,217,000	$ 3,217,000	Fed. Funding-RSTP
Contingency				
TOTALS		**$ 3,262,000**	**$ 3,262,000**	

PROJECT DETAIL

PROJECT NAME: ARRA Sidewalk Improvement Project

PROJECT #:

PROJECT DESCRIPTION:
Citywide and Transit Village Pedestrian improvements including pedestrian ramps.
Project # LAES584

PROJECT PHASES:	TIMELINE	COST	FUNDING AMOUNT	FUNDING SOURCE
Acquisition				
Design		$ 31,000	$ 31,000	RDA
Construction Project Management Construction Contingency		$ 1,219,000	$ 1,219,000	TEA & RSTP Fed.
TOTALS		**$ 1,250,000**	**$ 1,250,000**	

PROJECT DETAIL

PROJECT NAME: Arceo Park Improvement Project

PROJECT #:

PROJECT DESCRIPTION:
Picnic Shelters and Park Sign

PROJECT PHASES:	TIMELINE	COST	FUNDING AMOUNT	FUNDING SOURCE
Acquisition	N/A			
Design		$ -		
Construction				
Picnic Shelters		$ 50,000	$ 50,000	Quimby
Park Sign		$ 25,000	$ 25,000	Park Impact Fee
TOTALS		**$ 75,000**	**$ 75,000**	
Difference		$ -		

PROJECT DETAIL

PROJECT NAME: Baldwin Mini Park Improvement Project

PROJECT #:

PROJECT DESCRIPTION:
Renovation at Baldwin Mini Park to include irrigation, painting, security lighting, concrete work, replacement of dutch door, and reroofing of the restroom building.

PROJECT PHASES:	TIMELINE	COST	FUNDING AMOUNT	FUNDING SOURCE
Acquisition	N/A			
Design				
Management & Design		$ -		
Construction				
Materials		$ 8,000	$ 25,000	Park Impact
Labor		$ 17,000		
TOTALS		**$ 25,000**	**$ 25,000**	
Difference		$ -		

PROJECT DETAIL

PROJECT NAME: Gibson Mariposa Park (NW Proj Area)

PROJECT #: ***cgmprk***

PROJECT DESCRIPTION:
Acquire and develop a 4.3 acre park on Gibson Road within the City of El Monte.

PROJECT PHASES:	TIMELINE	COST	FUNDING AMOUNT	FUNDING SOURCE
Acquisition *(acquis)*	Done- Spent	$ 3,322,500	$ 2,400,000	Urban Park Grant
			$ 242,800	Quimby
				Roberti Z'berg Harris
			$ 258,900	Block Grant
			$ 420,800	Per Capita
Design *(design)*	Done Spent	$ 562,300	$ 18,700	RMC
			$ 373,700	Quimby
				Roberti Z'berg Harris
			$ 64,700	Block Grant
			$ 105,200	Per Capita
Construction *(constr)*				
Amigos Contract Balance		$ 42,800	$ 600,000	Urban Park Grant
Construction Cost (Est.)		$ 3,242,000	$ 373,900	RMC 1
Contingency		$ 339,400	$ 600,000	CRA-NW Deferral
Project Management		$ 180,000		
General Contingency		$ -	$ 200,000	Park Prop A County
Art Project		$ 50,000		
			$ 400,000	Quimby
TOTALS		**$ 7,739,000**	**$ 6,058,700**	
Difference		$ 1,680,300		

PROJECT DETAIL

PROJECT NAME: Kranz Community Gym

PROJECT #:

PROJECT DESCRIPTION:
Joint development project with Mountain View School District in the City of El Monte to construct a gym with bleachers, and restroom facility.

PROJECT PHASES:	TIMELINE	COST	FUNDING AMOUNT	FUNDING SOURCE
Acquisition	N/A			
Design				
Plans		$ 373,500		
Construction				
Construction		$ 3,952,900	$ 995,000	State Grant
Construction Test and Inspection		$ 188,600	$ 346,500	EDI Funds
Project Contingency		$ 118,600		
Furniture, Fixtures & Equipment		$ 204,300		
Project Administration		$ 10,000		
Construction Management		$ 150,000		
TOTALS		**$ 4,997,900**	**$ 1,341,500**	
Difference		$ 3,656,400	Mt. View School District	

PROJECT DETAIL

PROJECT NAME: Kranz Youth Soccer Field

PROJECT #:

PROJECT DESCRIPTION:

Joint development project with Mountain View School District in the City of El Monte to create four soccer fields, a baseball/softball field, a basketball court, practice and spectator areas including lighting, and storage.

			FUNDING	
PROJECT PHASES:	**TIMELINE**	**COST**	**AMOUNT**	**SOURCE**
Acquisition	N/A			
Design				
Plans	Done-Spent	$ 137,600	$ 150,000	State Grant
Construction				
Construction		$ 1,485,000	$ 845,000	State Grant
Construction Test and Inspection		$ 44,600	$ 511,000	RMC Grant
Project Contingency		$ 123,800		
Project Administration		$ 10,000		
Construction Management		$ 150,000		
TOTALS		**$ 1,951,000**	**$ 1,506,000**	
Difference		$ 445,000	Additional Funding Needed Possibly Quimby /Park Imact Fee.	

PROJECT DETAIL

PROJECT NAME: El Monte Urban Forest Project (EEMP Grant)

PROJECT #:

PROJECT DESCRIPTION:
Plant 500 Trees within a four mile radius to mitigate noise, carbon dioxide, and contaminated urban runoff.

PROJECT PHASES:	TIMELINE	COST	FUNDING AMOUNT	FUNDING SOURCE
Acquisition				
Design		$ 49,300	$ 33,000	EEMP Grant
			$ 16,300	Park Impact/Quimby
Construction		$ 359,700	$ 313,700	EEMP Grant
			$ 46,000	Park Impact/Quimby
TOTALS		**$ 409,000**	**$ 409,000**	
Difference		$ -		

PROJECT DETAIL

PROJECT NAME: Urban Forestry Education Center

PROJECT #:

PROJECT DESCRIPTION:
The Grantee shall administer Urban Forestry Programs that promote safe water, water quality and supply, waterway and natural resource protection, water pollution & contamination control, state and local park improvements, and public access to natural resources.

PROJECT PHASES:	TIMELINE	COST	FUNDING AMOUNT	FUNDING SOURCE
Acquisition	N/A			
Design				
Design and Engineering		$ 21,900		
Construction				
Demo Stations		$ 187,200	$ 240,000	Urban Forest Grant
112 Tree Planting		$ 43,100	$ 3,800	Vons Credit Union
60 Curb Cuts		$ 10,500	$ 60,900	Quimby/Park Impact
Digital Inventory of Arterials		$ 14,400		
Ordinace Creation and Review		$ 3,800		
Exhibit Map and Bus Panels		$ 4,000		
Steering Committee Design		$ 5,000		
Project Administration		$ 14,800		
TOTALS		**$ 304,700**	**$ 304,700**	
Difference		$ -		

PROJECT DETAIL

PROJECT NAME: Urban Forest Management Plan

PROJECT #:

PROJECT DESCRIPTION:
The Grantee shall administer Urban Forestry Programs that promote safe drinking water, water quality and supply, waterway, and natural resource protection, water pollution and contamination control, state and local park improvements and public access to natural resources.

PROJECT PHASES:	TIMELINE	COST	FUNDING AMOUNT	FUNDING SOURCE
Acquisition	N/A			
Design				
Management & Design		$ 71,500		
Steering Committee Work		$ 20,600		
Construction				
Planting and Maintenance		$ 18,000	$ 100,000	Urban Forest Grant
Evaluation & Metrics		$ 2,000	$ 100,000	Quimby/Park Impact
Long Range Management Plan		$ 40,500		
Community Participation & Education		$ 16,000		
Creation of New Ordinance		$ 10,000		
Project Administration		$ 21,400		
TOTALS		**$ 200,000**	**$ 200,000**	
Difference		$ -		

PROJECT DETAIL

PROJECT NAME: CNG Station Upgrade Project

PROJECT #:

PROJECT DESCRIPTION:

With the city's current compressors in need of an overhaul, combined with the compressors being undersized for the city's growing fleet, upgrades to El Monte's existing Compressed Natural Gas Station became necessary. The city currently has two (2), 25-Ingersol-Rand compressors with the combined capacity of 50 scfm (standard cubic feet per minute), and we will be adding an ANGI compressor with the capacity of 260 scfm. This requires a contractor, licensed by the State of California, to construct the foundation for compressors, upgrade facility's electrical system to accommodate new equipment, per SCE requirements, and upgrading of gas connection to main line as necessary. Additional upgrades will be adding a new fast-fill island for a two-hose 3600 psi fueling dispenser with monitoring capabilities; upgrading the lighting throughout the CNG station; installation of a dryer; and installation of a canopy to be located over the time-fill hoses.

PROJECT PHASES:	TIMELINE	COST	FUNDING AMOUNT	FUNDING SOURCE
Acquisition				
Design	Completed	$ 59,000	$ 830,000	Prop C
Overhaul of compressors	Completed	$ 39,400	$ 158,000	MSRC Grant
Construction	Completion by 2/28/09	$ 679,000		
Contingency	Completion by 2/28/09	$ 70,400		
Add Alternate - Canopy	Completion by	$ 79,500		
Inspector of Record	Completion by 2/28/09	$ 25,000		
Printing of plans	Completed	$ 500		
Plans @ $25 each for contractors	Completed	$ (100)		
Installation of new gas line	Completed	$ 35,000		
Edison Fee		$ 300		
TOTALS		**$ 988,000**	**$ 988,000**	
Difference		$ -		

GLOSSARY

Accounting System: The total set of records and procedures that are used to record, classify, and report information on the financial status and operations of an entity.

Accounts Payable: Amounts owing to private persons, firms, or corporations for goods and services received.

Accounts Receivable: Amounts owing from private persons, firms, or corporations for goods and services furnished.

Accrual: Transactions and events are recognized as revenues/gains or expenses/losses when they occur, regardless of the timing of the related cash flows.

Adoption: Formal action by the City Council that sets the spending path for the fiscal year.

Allocation: The practice of spreading costs among various cost centers on some predetermined reasonable basis (e.g., percentages) as opposed to distribution of expenses on a unit charge or direct identification basis.

Activity: A specific unit of work or service performed.

Appropriation: A legal authorization granted by the City Council to make expenditures and to incur obligations for specific purposes. An appropriation usually is limited in amount and time it may be expended.

Appropriation Limit: Gann Initiative which was adopted by California voters in 1980 limits the amount of money that cities may spend each year. Each year limit is based on the amount of tax proceeds that were authorized to be spent in fiscal year 1978-79 in each agency, adjusted yearly for inflation and population growth.

Assessed Valuation: The estimated value placed upon real and personal property by the County Assessor as the basis for levying property taxes.

Assets: The entries on a balance sheet showing all properties and claims against others that may be used directly or indirectly to cover liabilities.

Audit: A systematic examination of resource utilization concluding a written report. It is a test of management's internal accounting controls and is intended to:

- Ascertain whether financial statements fairly present financial positions and results of operations;
- Test whether transactions have been legally performed;
- Identify areas as possible improvements in accounting practices and procedures;
- Ascertain whether transactions have been recorded accurately and consistently; and
- Ascertain the managerial conduct of officials responsible for governmental resources.

Balance Sheet: A statement purporting to present the financial position of an entity by disclosing its assets, liabilities, and fund equities as of a specific date. Under varying circumstances, assets are carried at "lower of cost or market", cost less allowance for depreciation", etc.

Bond (Debt Instrument): A written promise to pay (debt) a specified sum of money (called principal or face value) at a specified future date (called maturity date) along with periodic interest paid at a specified percentage of the principal (interest rate). Bonds are typically used for long-term debt to pay for specific capital expenditures.

Budget: A plan of financial information embodying an estimate of proposed expenditures for a given period and the proposed means for financing them.

Budget Calendar: The schedule of key dates or milestones which the City follows in the preparation and adoption of the budget.

Capital Assets: Assets of significant value and having a useful life of more than one year. Capital assets are also called fixed assets.

Capital Improvements: Construction or major repair of City facilities and buildings.

Capital Improvement Program: The multi-year schedule of capital improvement projects and the acquisition of major capital outlay items which encompass all funding sources and organization units of the City.

Capital Outlay: Expenditures for the acquisition of capital assets. Includes the cost of land, buildings, permanent improvements, machinery, large tools, rolling, and stationary equipment.

Capital Projects Fund: Used to account for financial resources used for the acquisition or construction of major capital facilities (other than those financed by Proprietary Funds).

Certificate of Deposit: A negotiable or non-negotiable receipt of monies deposited in a bank or financial institution for a specified period for a specified rate of interest.

City Council: The political body of the City of El Monte whose members are elected by El Monte citizens to represent and administer their views and policies concerning the operation of the City. The El Monte City Council includes five members elected at large for staggered terms of four years.

City Manager: Appointed by the City Council to be administrative head of the City's operations, the person in this position implements the policies and directives of the City Council, and the Municipal Code. The City Manager is also responsible for the preparation of the City's annual operating budget, the enforcement of all the city's laws, administrative rules and regulations, and identification of problems of key areas of interests and formulating appropriate resolute actions.

Commercial Development: Development efforts focusing on commerce or trade activities related to the buying and selling of goods and services, such as retail stores, and office headquarters.

Commodities: Items of expenditure (in the operating budget) which after use, are consumed or show a material change in their physical condition, and which are generally limited value and are characterized by rapid depreciation. Office supplies and motor fuel are examples of commodities.

Contingency: A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted for.

Contractual Services: Items of expenditure for services the City receives from an internal service fund or an outside company. Utilities, rent and maintenance service agreements are examples of contractual services.

Consumer Price Index (CPI): A statistical description of price levels provided by the U.S. Department of Labor. The change in this index from year to year is used to measure the cost of living and economic inflation.

Debt Service: The cost of paying the principal and interest on long-term debt according to a predetermined payment schedule.

Debt Service Fund: Used to account for the accumulation of resources for, and payment of, general long-term debt.

Deficit: The excess of the entity's liabilities over its assets (See Fund Balance). The excess of expenditures or expenses over revenues during a single accounting period.

Department: An organizational unit comprised of one or more divisions.

Depreciation: Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence. That portion of the cost of a capital asset, which is charged as an expense during a particular period.

Division: A program or activity, within a department, that furthers the objectives of the City Council by providing services or products.

Encumbrances: Obligations in the form of purchase orders or contract commitments which are chargeable to an appropriation and for which a part of the appropriation is reserved. They cease to be encumbrances when paid or when an actual liability is set up.

Employee Services: The costs of labor, including salaries and fringe benefits.

Enterprise Fund: Separate financial accounting used for government operations that are financed and operated in a manner similar to business enterprises, and where the intent of the

governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public be financed or recovered primarily through user charges, or where the governing body had decided that periodic determination of net income is appropriate for capital maintenance, public policy, management control, or other purposes. Examples of Enterprise Funds are those used for utilities and transit systems.

Excess Insurance: A means of insuring against losses beyond the level of coverage provided by an underlying policy. Excess coverage is designed to respond to large but infrequent losses. The City of El Monte has excess coverage for liability and workers' compensation.

Expenditures: Where accounts are kept on the accrual or modified accrual basis of accounting, the cost of goods received or services rendered whether cash payments have been made or not. Where accounts are kept on a cash basis, expenditures are recognized only when the cash payments for the above purposes are made.

Fines: Includes moneys derived from penalties imposed for the commission of statutory offenses or violation of lawful administrative rules and regulations.

Fiscal Year: A time period designated by the City signifying the beginning and ending period for recording financial transactions. The City of El Monte has a fiscal year of July 1 through June 30.

Fixed Charges: Items of expenditure for services rendered for the internal operations of the City. Equipment rental, computer services, building rental, indirect operating expenses, and depreciation are examples of fixed charges.

Fringe Benefits: These include employee retirement, Medicare, health, dental, life insurance, workers' compensation, uniforms, and deferred compensation plans.

Forfeitures: Includes monies or products which are given up to or confiscated by the City because of some crime, fault, or neglect of duty.

Full Faith and Credit: A pledge of the City's taxing power of a government to repay debt obligations (typically used in reference to General Obligation Bonds or tax-supported debt).

Full Time Positions: Personnel positions authorized by the City Council to be employed by the City of El Monte. Full time positions do not include temporary or part time personnel positions or contractual services.

Full Time Equivalent Positions: The number of service hours rendered in a year by a part time employee divided by 2,080 hours (the equivalent total hours in a year for a full time employee).

Fund: An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives.

Fund Balance: The net effect of assets less liabilities at any given point in time. A negative fund balance is sometimes called a deficit.

Fund Type: Any one of seven categories into which all funds are classified in governmental accounting. The seven fund types are: general, special revenue, debt service, capital projects, enterprise, internal service, and trust and agency.

General Fund: Accounts for taxes not specifically levied and other general purpose revenues, e.g., sales taxes, property taxes, fines and forfeitures, investment interest, etc. and records the expenditures for general governmental services, e.g., police, public works, social services, planning, and code enforcement. The general fund accounts for all financial resources except those required to be accounted for in another fund.

General Obligation Bonds: When the City pledges its full faith and credit to the repayment of the bond it issues, then those bonds are general obligation (G.O.) bonds. Sometimes the term is also used to refer to bonds, which are to be repaid from taxes and other general revenues. In California, G.O. bonds must be authorized by public referenda with two-thirds voter approval.

Goals: Broad statements aimed at meeting public service needs or objectives defined by the organization to be significant or a high priority.

Grants: A transfer or awarding of funds from either the federal or state government to the City in order to finance a specific activity or program. The City receiving the grant fund is not required to repay the awarding entity the amount in the future.

Industrial Development: Development efforts focusing on manufacturing enterprises and large scale business activity.

Internal Service Fund: Used to finance and account for goods and services provided by one City department to other City departments on a cost reimbursement basis.

Investment: Securities and real estate purchased and held for the production of income in the form of interest, dividends, rental or base payments.

Liability: Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed or refunded at some future date; financial obligations entered in the balance sheet. NOTE: The term does not include encumbrances.

Licenses and Permits: The imposition of a fee to authorize an activity taking place in the private sector that is conducted within the City's jurisdiction.

Maturities: The dates on which the principal or stated values of investments or debt obligations mature and may be reclaimed.

Maintenance and Operations Expenditures: An expenditure category which includes those expenses not categorized as either employee service costs or capital outlay items. The category may include the cost for the supplies, materials, and contractual services required for a department to function.

Modified Accrual: Revenues are recognized when measurable and available to liquidate liabilities of the current period. Expenditures are recognized when an event transaction is expected to draw on current or available resources.

Municipal Code: A book containing City Council Approved Ordinances currently in effect. The Code defines City Policy in various categories (i.e., building regulations, planning and zoning regulations, sanitation and health standards, and traffic regulations).

Non-Operating Expenditures: Expenses that are not recurring every fiscal year or are to be incurred only once in a particular year.

Operating Expenditures: Expenses that are incurred in a regular course of business or operation of a fund.

Object Expenditure: Expenditure classifications based upon the types of categories of goods and services purchased. Typical objects of expenditure include:

- personnel services (salaries and wages)
- contract services (professional services, maintenance contracts)
- materials and supplies (office supplies, postage)
- capital outlays

Objectives: Departmental statements describing significant activities to be accomplished during the fiscal year.

Ordinance: A formal legislative enactment by the governing board (City Council) of a municipality. If it is not in conflict with any higher form of law, it has the full force and effect of law within the boundaries of the municipality to which it applies.

Personnel: A person or group of persons employed by the City of El Monte.

Program: An activity or group of similar activities organized as a sub-unit of a department for planning and administration.

Project Area: A geographic area designated by a redevelopment agency to be used for development activity in accordance with proper laws and procedures.

Rating: The credit worthiness of a City as evaluated by independent agencies.

Redevelopment Agency: An entity created by a legislative body in accordance with state statutes which has elected to exercise the powers granted to it for planning, development, replanning, redesign, clearance, reconstruction, or rehabilitation of an area.

Reimbursements: Payments remitted by another agency, department, or fund to help defray the costs of a particular service or activity for which some benefit was obtained by the reimbursing party. These amounts are recorded as expenditures, or expenses in the reimbursing fund and as revenue, in the fund that is reimbursed.

Reserve: An account used to indicate that a portion of fund equity is legally restricted for a specific purpose, or set aside for emergencies or unforeseen expenditures not otherwise budgeted for. Reserve accounts can also be used to earmark a portion of fund balance to indicate that it is not appropriated for expenditures.

Resolution: A special order of the City Council which requires less legal formality than an Ordinance in terms of public notice and the number of public readings prior to approval. A Resolution has lower legal standing than an Ordinance. The adopted operating budget is approved by Resolution and requires a majority vote of the Council members present at the time of adoption.

Resources: Total dollars available for appropriations including estimated revenues, fund transfers, and beginning fund balances.

Retention: The amount that an insured or an insurer assumes as its own liability and that is not otherwise insured. The City of El Monte has self-insured retention for workers' compensation and general liability.

Revenues: Moneys received by the City of El Monte from a variety of sources including user charges, fees, property taxes, sales taxes and grants. These moneys finance the operations of the City.

Revenue Bonds: When a government issues bonds which do not pledge the full faith and credit of the jurisdiction, it issues limited liability revenue bonds. Typically, pledges are made to dedicate one specific revenue source to repay these bonds. In addition to pledge revenues, such bonds sometimes may be secured by a lien against property.

Self-Insurance: Assuming risk of loss through the maintenance of reserves or some other plan instead of through the purchase of insurance coverage.

Service Credits: Service credit accounts are normally used to record credits which can occur when one cost center charges another for labor or equipment usage.

Special Revenue Fund: Account for the proceeds of specific revenue sources that are restricted by law or administrative action to expenditure for specific purposes.

Specific Plan: A land use plan for a specific site or property or small geographic area.

Taxes: Compulsory charges levied by a governmental entity for the purpose of financing services performed for the common benefit. Many of the tax revenues received by local governments are levied and administered by the State and distributed to the local units of government.

Tax Increment Revenue: Property tax generated within the redevelopment area that accrues solely to the El Monte Redevelopment Agency.

Transfers In/Out: Inter-fund transfer of funds to subsidize operations of the recipient fund.

Trust and Agency Fund: A type of fund temporarily holds monies for other agencies or legal entities.

User Charges (also known as User Fees): The payment of a fee for direct receipt of a public service by the party benefiting from the service.

Yield: the rate earned on an investment based on the price paid.