CITY OF PICO RIVERA

ADOPTED BUDGET 2008-2009

INDEX

(Scroll down to view the budget, or directly access individual sections by clicking a section below.)

Budget Cover & Message

Schedules

City Council

Administration

Community Development

Finance

Parks & Recreation

Golf Course

Public Works

Transportation

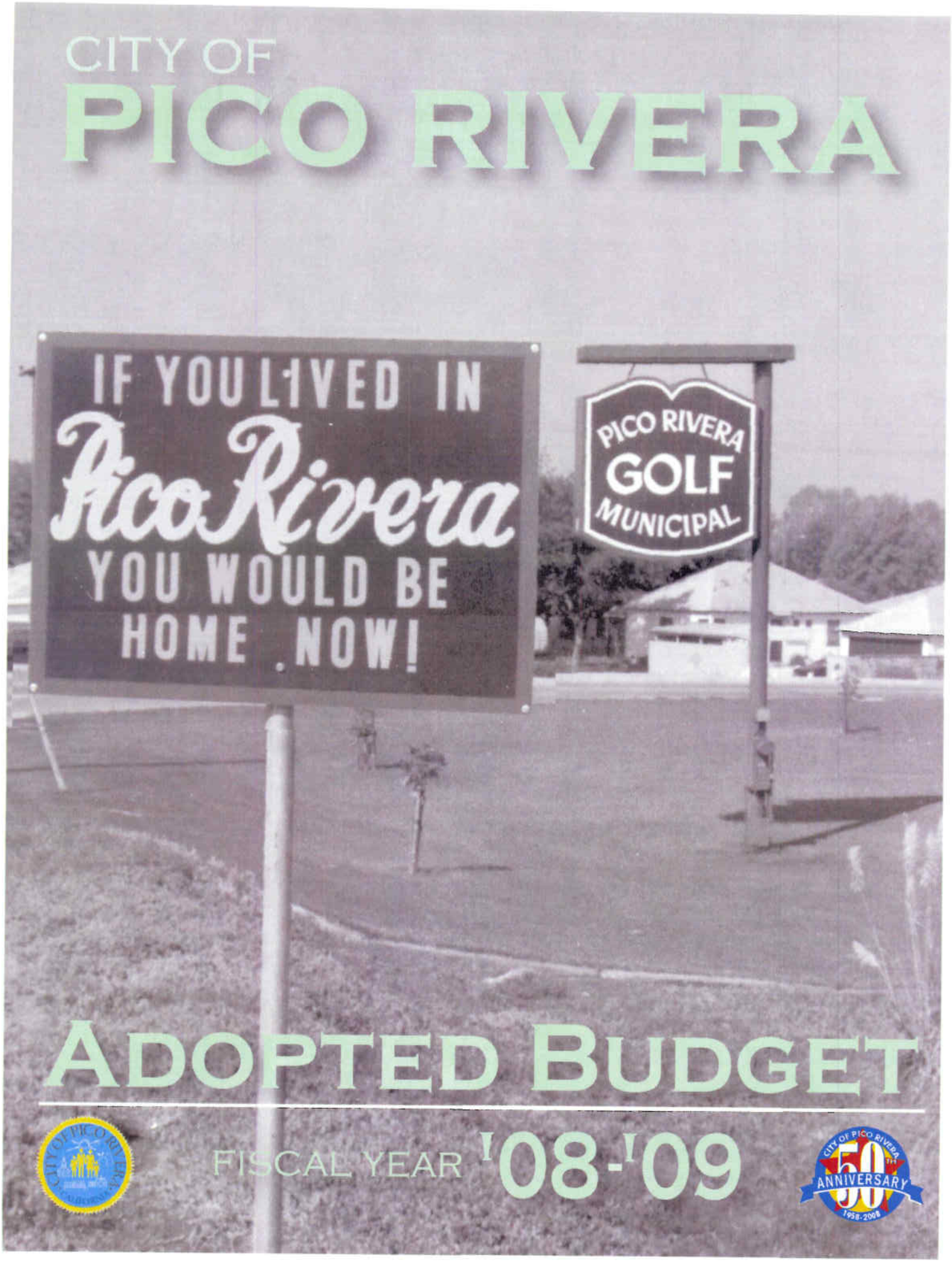
Capital Outlay

Miscellaneous Funds

Assessment Districts

CITY OF

PICO RIVERA



ADOPTED BUDGET

FISCAL YEAR '08-'09

City of Pico Rivera
OFFICE OF THE CITY MANAGER

6615 Passons Boulevard · Pico Rivera, California 90660
(562) 801-4368
web: www.pico-rivera.org · e-mail: prcm@pico-rivera.org

Charles P. Fuentes
City Manager

City Council
Ronald M. Beilke
Mayor
Gracie Gallegos-Smith
Mayor Pro Tem
Bob J. Archuleta
Councilmember
David W. Armenta
Councilmember
Gregory Salcido
Councilmember

June 19, 2008

Dear Mayor and City Council:

As I indicated at the beginning of our annual budget process, fiscal year '08-'09 has presented us with significant challenges in balancing our proposed budget while attempting to maintain a level of programs and services that continue to meet the needs of our community. It is not unique that this fiscal year most cities are facing the daunting prospect of program and service cuts, across-the-board fee increases, and in the most severe cases, employee layoffs. This is primarily due in large measure to our own fiscal-structural imbalances, significant increases in the costs of goods and services in nearly every category, and the current adverse conditions in our national, state and regional economies compounded by the State of California's historic $16+ billion fiscal crisis.

During my tenure as City Manager, it has been one of my top priorities to support stricter fiscal discipline, sound and transparent spending practices and policies, and to remove the ambiguous, so-called "smoke and mirrors" budgetary practices that tend to camouflage the true financial position of the institution. Not only are these past practices somewhat deceptive, but they can and do lead to unintended consequences that severely affect the overall financial stability of the City, as is the case for fiscal year '08-'09, in which we began the annual process with an anticipated $8.1 million shortfall.

Our goal to implement a long-term financial management plan that will ensure the City's ability to continue funding increased public safety efforts including aggressive anti-gangs and graffiti programs that have achieved impressive reductions in violent crimes, our heavily subsidized youth-recreation and parks programs that residents have come to expect, residential street and highway repairs that have improved safety and traffic congestion, senior and community services, and the many other public services that provide the quality of life Pico Rivera residents have come to expect in recent years is still on track despite our current fiscal crisis.

Fortunately my recommendation adopted by Council to create and maintain a separate financial reserve fund and appropriated with $2 million during the past two budget cycles, combined with our relinquishment fund from which we have periodically borrowed and repaid budgeted funds, has partially cushioned our financial shortfall as you will see in the proposed spending plan. Nevertheless, I continue to assert that we must correct systemic structural imbalances in the short term if we are to maintain long term fiscal stability. To obtain the true financial position of the City we have to look at the Balance Sheet.

To achieve that goal, I hired a 20-year veteran City Finance Director to provide an independent review and report back to me on the City's Balance Sheet and the underlying, long-term economic indicators that provide a better measure of the City's fiscal capacity and long-run fiscal sustainability.

During the past eight months, the financial analyses and fiscal reports from the Interim Finance Director have confirmed my professional intuition about the City's financial position – the City of Pico Rivera will not continue as a going concern without "cleaning up the books" to provide the true financial position of the organization. We have started this clean up with the reconciliation of the Capital Improvement Program (CIP) Project Budget, Fee and Water Rate studies, and reprogramming of the City Budget. But we have much more work ahead of us. Here is a list of the fiscal policy tasks that have yet to be completed this year:

1. Clean up the balance sheet and accounting discrepancies.
2. Improve long-term water rate management for the Water Authority.
3. Renegotiate the Redevelopment agreements with the County of Los Angeles.
4. Prepare a long-term financial management plan.
5. Fiscal restructuring of the City budget.
6. Expand economic development initiatives to improve our tax base.
7. Complete reconciliation of grants and special revenue fund accounting issues.
8. Prepare fiscal contingency plan to account for any penalties or fiscal exposure.
9. Seek out alternative service delivery options to reduce our cost of doing business.

We have embarked on an aggressive strategy to restructure our budgetary practices to achieve our desired long-term sustainability. By reconciling our true fiscal condition and potential exposures we have taken the needed and essential first steps toward achieving our overall goals and objectives. We have closed the budget gap through significant cuts that will not jeopardize our mission and by resorting to one-time borrowings from our reserve and relinquishment funds. But make no mistake about it: The City must declare a fiscal emergency to solve its current and long-term Budget needs.

The State has provided us with a mechanism to resolve our current fiscal emergency and enhance our continued efforts to address the critical needs in which we have already achieved remarkable successes during the past two years. I strongly recommend the adoption of a 1% Sales Tax measure for the November General Election ballot that will not only preserve and protect our essential City services, restore the severe cuts necessary to balance our current spending plan, provide long-term fiscal sustainability and strong and prudent reserves, but will also provide the City of Pico Rivera with a brighter economic and safer future.

The consequences of failing to adopt this necessary state-sanctioned measure will be dire. As a practical matter, it will necessitate the immediate reduction of an additional $3.6 million+ for FY '08-'09. This will of necessity include dramatic reductions in law enforcement services and the wholesale elimination of most non-essential community programming, and most likely, a substantial staff reduction. I do not believe these are necessary if we adopt this prudent and available remedy.

Through the enlightened leadership of our City Council we have maintained the most successful economic development and law enforcement strategies in the southeast region. Pico Rivera is admired and reviewed by other localities for methods, policies and programs that have achieved such impressive results.

Our current fiscal emergency should not be construed as negligence by any specific officer past or present, but of long-term unsustainable structural imbalances that finally necessitated acknowledgement, review and resolution. Your executive team is fully committed to moving aggressively forward, making difficult decisions, but also choices that will bring our City into the strongest possible financial position that will be both sustainable and balanced long into the future.

To review our recent and current strengths, in my 2007-2008 Budget message, I reported to you that our approach to restoring financial strength and stability was sound and, more importantly, working. Notwithstanding the heretofore unknown and undiscovered structural imbalances, I still believe that to be the case. After having achieved a General Fund balance of $3.4 million the previous year, our progress continued through this year with a pre-crisis General Fund surplus of $2.9 million, in addition to our $2 million and growing fiscal reserve. That in itself is encouraging and a positive sign that our continued diligence and fiscal prudence is paying off. I applaud our Department Directors and management employees for their effective and efficient service without which our fiscal challenges would be far greater. Moreover, I believe your continued confidence is merited for our administration of the projected $6 million in annual revenue enhancements.

During the year in which we began our much-anticipated 50th Anniversary celebrations, we saw many highlights and achievements. One of the most significant has been our unprecedented success in the reduction of crime and graffiti.

Two years ago, crime rates in our city were the highest they had ever been. Recognizing the need for an aggressive response, we appropriated an additional $1 million in public safety enhancements, including a dedicated gang enforcement team, nuisance abatement deputy, and a state-of-the-art satellite graffiti tracking system, strategic public safety management and parking enforcement officers. The subsequent commitment of an additional million enabled the creation and/or preservation of a number of dedicated and specialized public safety units that now include a Problem Specific Policing Team, two dedicated park policing deputies, school resource deputy and two additional motor cycle traffic deputies.

Our unparalleled successes in overall crime reduction and graffiti eradication was duly noted by our Los Angeles County Supervisor Gloria Molina, which led to the creation of the Vandalism Enforcement Team (VET) that includes a dedicated Deputy District Attorney, Probation Officer and a full special unit consisting of a Sergeant and four Deputies .

The results of this all-out assault have been dramatic. Incidents of violent crime have fallen by 45%. During the first quarter of 2008, violent crime fell a further 36% and gun-related victims were down by 86%. Incidents of aggravated assault have fallen by 59%, robberies are down by 16%, and residential burglaries are down 9%. In addition, since the deployment of the graffiti tracker system in September 2006 and the VET pilot program unit in January 2008, we have already seen more than 225 arrests and court-ordered restitution costs of over $139,000.

I believe that this continued commitment to public safety and the provision of specialized resources exactly where we need them is the most important single investment we have made and will continue to enhance and dramatically improve the quality of life of our residents. We continue to receive unsolicited calls urging the City not to reduce or abandon these efforts.

The grand opening of Krikorian Premiere Theatre's Village Walk 15 and openings at the Pico Rivera Marketplace and the Pico Plaza highlighted an exciting year in which we applauded the completion of new economic development projects and welcomed new businesses to our city. The opening of dozens of businesses resulted in the creation of more than 2,000 new jobs. As current developments fill with tenants we will see even more employment opportunities. With future industrial and retail developments also in the works, we expect this positive growth in our business sector to continue.

The year was marked by a host of other highlights, including:

- Completion of the $1.4 million Rosemead Boulevard Rehabilitation project to repair two miles of the boulevard, including the notorious Rosemead/Slauson Avenue intersection and the city's premiere intersection at Rosemead/Washington.
- The opening of the new six-lane Beverly Boulevard Bridge. Completion of the $11 million project came two years after the original bridge was destroyed by fire in 2005.
- The start of an ambitious project to update the Whittier Narrows Recreation Area Master Plan including the Pico Rivera Sports Arena Complex. Project partners include the Watershed Conservation Authority, the LA County Flood Control District, LA County Department of Parks and Recreation, the Water Replenishment District, Supervisor Gloria Molina, Congresswoman Grace Napolitano and the U.S. Army Corps of Engineers.
- The re-establishment of the Pico Rivera Parks & Recreation Commission and the formation of the new Sister City Commission.
- The hosting at our Sports Arena of an historic dinner meeting attended by more than 100 members of the California Contract Cities Association, the League of California Cities and the Independent Cities Association. The dinner marked the first time the three organizations had met in joint session.
- A new ordinance prohibiting the display of used vehicles for sale on major arterial streets.
- The receipt of a $544,000 state grant for continued development of our Safe Routes to School Program. The grant will be used to construct sidewalks on various sections of Loch Alene Avenue both north and south of Washington Boulevard combined with the installation of a new traffic signal.

At the start of 2008, we launched a year-long celebration commemorating the 50th anniversary of the incorporation of our great city. We began on January 29 with a special ceremonial City Council meeting marking the very day of the first ever city council meeting on January 29, 1958, featuring the surprise appearance of a member of the original City Council and the City's second Mayor, John Davis, as well as Mayor-Emeritus Garth Gardner and a host of former Mayors and Council members.

In February, after an absence of 20 years, we welcomed the return of a Pico Rivera tradition with the crowning of a new Miss Pico Rivera during a glittering pageant at Pico Park. Perhaps the most moving event was our 50th Anniversary celebration of the National Day of Prayer at Smith Park featuring a beautiful and heartwarming address by Joan Ramsey, grandmother of our young boy Gregory Ramsey who was stricken with Fanconi's Anemia, a rare blood disorder, and has been embraced by the entire community.

Since then, we have staged a variety of new and specially-branded events aimed at celebrating our city's culture and heritage. The events have been attended and enjoyed by thousands of residents, raised community spirit and restored community pride. The next event will be the 4th of July Celebration at Smith Park which will be a four day extravaganza. Our birthday celebrations are scheduled to continue through December of this year. Most impressively, our celebrations have been supported by numerous donors that have already paid or pledged over $400,000!

If there were any lingering doubts about how the majority of residents feel about living in Pico Rivera, they were put to rest following completion of the first scientific resident satisfaction survey ever conducted in the city. The survey revealed an 82.7% approval rating among residents for the job the City is doing. Almost 70% of the survey's 400 respondents believed the city's quality of life was either good or excellent. These high marks showed the City Council and administration was in tune with community issues and was responding positively and effectively to residents' needs.

However, when we began this year, nobody could have predicted the extraordinary chain of financial calamities that were about to envelop us and, by year's end, create a fiscal emergency the likes of which this community has never seen and leave us facing unique challenges potentially beyond our control.

First came news of the state's projected $16 billion deficit. Despite recent reassurances from Sacramento that the burden of the state debt will not be passed down to local governments, we know from historical precedent that this will not entirely be the case. The harsh reality is that California's mismanaged economy will likely result in a substantial decrease in funding for both our City and our El Rancho Unified School District.

The implosion of the mortgage industry sent shockwaves through the economy, resulting in an economic downturn that continues to border on the edge of a full-blown recession with record-high gas and energy prices and soaring manufacturing costs. We will not escape this economic meltdown and have already seen the number of foreclosures right here in Pico Rivera result in an

over 30% reduction in property values. We must also prepare for continued hefty increases in the delivery of a wide range of goods and services.

Compounding these already serious financial challenges are the anticipated potential losses to the General Fund in transfers impacted by the Redevelopment Agency. In addition to my observations above, I also noted in my 2007-2008 Budget Message the need for more critical attention to the underlying causes of budgetary imbalances inherent in previous fiscal policies. Fiscal Year 2008-2009 begins the County's take-back of RDA "pass-throughs" amounting to $1.6 million that is not reflected in our proposed Budget. Council's deliberations on our proposed fiscal emergency/sales tax referendum will likely determine our bargaining position with Los Angeles County for expected revenue streams. Losses from other fund transfers (above the $1.6 million RDA loss) will add an additional $1.1 million hit to the General Fund. Combining these figures with a projected $500,000 cut in state funding means that we are beginning Fiscal Year 2008-2009 with an anticipated General Fund revenue shortfall of $3.2 million.

As in past years, I continue to stress the importance and urgency of building a reserve of 15% of our General Fund. I have emphasized that with the implementation of a General Fund Reserve Policy, we would systematically create a ready reserve to see us through any potential emergency need. Even though the Relinquishment Fund has been used as a de-facto reserve, particularly for emergencies such as the Rosemead Boulevard BNSF underpass walls and for the Beverly Boulevard Bridge replacement, it has no restrictions on its use for any financial need. Up until two years ago, our historic failure to implement such a policy and create a prudent reserve over many years time has now come back to haunt us in this time of fiscal crisis. At least we have the $2 million I recommended as a start.

Anticipating the City Council's wise and prudent adoption of the recommended fiscal emergency and sales tax referendum, as well as a successful result at the polls in November, I strongly recommend that the balances of the Reserve Fund and the Relinquishment Fund be combined to form our Strategic General Fund Reserve with a total balance of $8 million.

Should the citizens of Pico Rivera desire a continuation of the unprecedented economic progress, continued reductions in crime and restoration of subsidized programs and essential services, by passing our appeal, we can anticipate a new revenue stream of at least $6 million per year. The State Board of Equalization has indicated that collections of such monies will be implemented within 60 days of the certified election results.

In addition to our fully-funded prudent reserve, we will be able to maintain our aggressive strategies in public safety, anti-gang and graffiti abatement programs, significant increases in neighborhood street and highway repairs and resurfacing, matching funds for a major new high-tech 24,000 sq. ft. Main Library, forward momentum on our long-stalled Parks Expansion Masterplan including new playing fields, gymnasiums and equipment for both youth and adult leagues, working closely with our school district to fund needed facilities for joint usage and many other important projects and programs that will significantly enhance the quality of life for Pico Rivera residents that will continue to make our City the envy of the entire southeast region.

Thus, while we do face daunting challenges in the short term, with the adoption by the Council of our referendum and passage by our electorate, our prospects for the future couldn't be brighter. We have ushered in a new era of cooperation and progress with our partners and leaders in federal, state, county and local governments. With this brand of leadership on our City Council, our City Administration and our business and residential community, we are indeed living up to our 50th Anniversary motto, "Pico Rivera – It's Good To Be Home!"

Respectfully submitted,

Charles P. Fuentes
City Manager

TABLE OF CONTENTS

SECTION I - BUDGET MESSAGE AND SUMMARIES

Budget Message i
Summary of Resources & Requirements by Fund (Schedule IV) 1
Summary of Fund Transfers (Schedule III) 2
General Fund Revenues by Source 4
General Fund Expenditures by Function 5
Prop A Fund Summary 7
Prop C Fund Summary 8
Summary of Sources & Uses by Fund (All Funds) 9
Summary of Revenues by Source (All Funds) 49
Gann Appropriation Limit - Fiscal Year 2008-2009 55
Budget Adoption Resolution 59

SECTION II - OPERATING BUDGET - DETAIL

City Council 61
Administration 67
- City Manager 95
- Public Safety & Parking Enforcement 101
- City Clerk 115
- Human Resources 121
- Public Information 127
- City Attorney 133
- Law Enforcement 135
- Community Outreach 139

Community & Economic Development 161
- Planning 173
- Neighborhood Services 177
- Building 185
- Housing 189
- Social Services/Community Resources Commission 207

Redevelopment 211
Finance 227
Non-Departmental 251
Parks and Recreation 255
Public Works 359
Transportation 417
Capital Projects 423
Capital Outlay 425
Other Funds 427
Assessment Districts 443

City o co Rivera

SCHEDULE IV

SUMMARY OF RESOURCES AND REQUIREMENTS BY FUND

FISCAL YEAR 2008 - 2009

	FUND DESCRIPTIONS	July 1, 2008	ESTIMATED REVENUE	TRANSFERS IN	TOTAL RESOURCES	OPERATING EXPENDITURES	CAPITAL PROJECTS	TRANSFERS OUT	TOTAL REQUIREMENTS	June 30, 2009
GENERAL FUNDS										
010	GENERAL FUND	2,900,000	25,985,475	5,997,287	31,982,762	33,922,824		683,335	34,606,159	276,603
015	GENERAL FUND RESERVE	2,000,000			0			1,000,000	1,000,000	1,000,000
SUB TOTAL - GENERAL FUND & RESERVE		4,900,000	25,985,475	5,997,287	31,982,762	33,922,824	0	1,683,335	35,606,159	1,276,603
SPECIAL REVENUE FUNDS										
017	IMAGE ENHANCEMENT FUND	2,800,000	422,150		422,150	0		16,000	16,000	3,206,150
020	SEWER CONSTRUCTION FUND	(150,000)	16,247		16,247	0			0	(133,753)
040	STATE GAS TAX FUND	100,000	1,047,370		1,047,370	0		1,137,590	1,137,590	9,780
041	STATE RELINQUISHMENT FUND	7,149,000	245,673		245,673	0		3,217,283	3,217,283	4,177,390
050	TRANSPORTATION DEV ACT	(32,000)	0		0	0		36,523	36,523	(68,523)
090	TRANSPORTATION PROP A	826,000	1,114,751		1,114,751	933,800		270,487	1,204,287	736,463
095	TRANSPORTATION PROP C	3,900,000	1,070,650		1,070,650	8,500		4,890,648	4,899,148	71,502
200	AIR QUALITY IMPROVEMENT	3,000	81,078		81,078	0		84,000	84,000	78
450	EQUIPMENT REPLACEMENT FUND	187,250	23,182	250,000	273,182	250,000			250,000	210,432
540	ASSESSMENT DISTRICT 95-1	15,000	37,432		37,432	44,560		2,100	46,660	5,772
545	LIGHTING ASSESSMENT DISTRICT	549,000	1,195,326		1,195,326	680,400		1,190,613	1,871,013	(126,687)
546	PARAMOUNT/MINES ASSESS. DISTRICT	(126,400)	7,564		7,564	1,100			1,100	(119,936)
547	FLOSSMOOR RD SEWER ASSESS. DIST.	(3,626)	0		0	0			0	(3,626)
634	EDA DEVELOPER REVENUE	2,207,404	71,874		71,874	0		167,500	167,500	2,111,778
630	CDBG	(260,532)	756,012	0	756,012	1,076,231		20,000	1,096,231	(600,751)
	OTHER GRANTS	21,970,703	2,297,208	0	2,297,208	2,579,336		18,425,295	21,004,631	3,263,280
SUB TOTAL - SPECIAL REVENUE FUNDS		39,134,799	8,386,516	250,000	8,636,516	5,573,926	0	29,458,039	35,031,965	12,739,350
ENTERPRISE FUNDS										
570	GOLF COURSE FUND	(1,569,345)	767,610		767,610	1,062,299		164,613	1,226,912	(2,028,646)
590	SPORTS ARENA COMPLEX	153,122	358,834		358,834	72,221		300,000	372,221	139,735
SUB TOTAL - ENTERPRISE FUNDS		(1,416,223)	1,126,445	0	1,126,445	1,134,520	0	464,613	1,599,133	(1,888,911)
210	CAPITAL IMPROVEMENT FUND	620,585		26,118,233	26,118,233	0	26,118,233	620,585	26,738,818	-
011	GENERAL FUND DEBT SERVICE	139,300	3,085		3,085	0			0	142,385
TOTAL CITY BUDGET		43,378,461	35,501,521	32,365,520	67,867,040	40,631,271	26,118,233	32,226,572	98,976,075	12,269,426
531	HOUSING AUTHORITY	874,051	4,609,920		4,609,920	5,371,399			5,371,399	112,571
550	WATER AUTHORITY	1,000,000	9,561,818	0	9,561,818	9,069,794	0	306,448	9,376,242	1,185,576
520	OPERATING FUND (RDA)*	(2,846,893)	2,022,075	167,500	2,189,575	1,569,080	0	-	1,569,080	(2,226,398)
510	LOW & MODERATE FUND*	1,151,000	1,239,231	0	1,239,231	72,765	0	671,430	744,195	1,646,036
850	DEBT SERVICE*	0	6,369,970	671,430	7,041,400	7,041,400			7,041,400	0
	TOTAL REDEVELOPMENT AGENCY*	(1,695,893)	9,631,276	838,930	10,470,206	8,683,245	0	671,430	9,354,675	(580,362)
GRAND TOTAL ALL FUNDS		43,556,619	59,304,534	33,204,450	92,508,984	63,755,709	26,118,233	33,204,450	123,078,392	12,987,211

**Note: The July 1, 2008 beginning fund balances are being audited to determine the accuracy of estimates - these will be determined after the independent audit is completed.

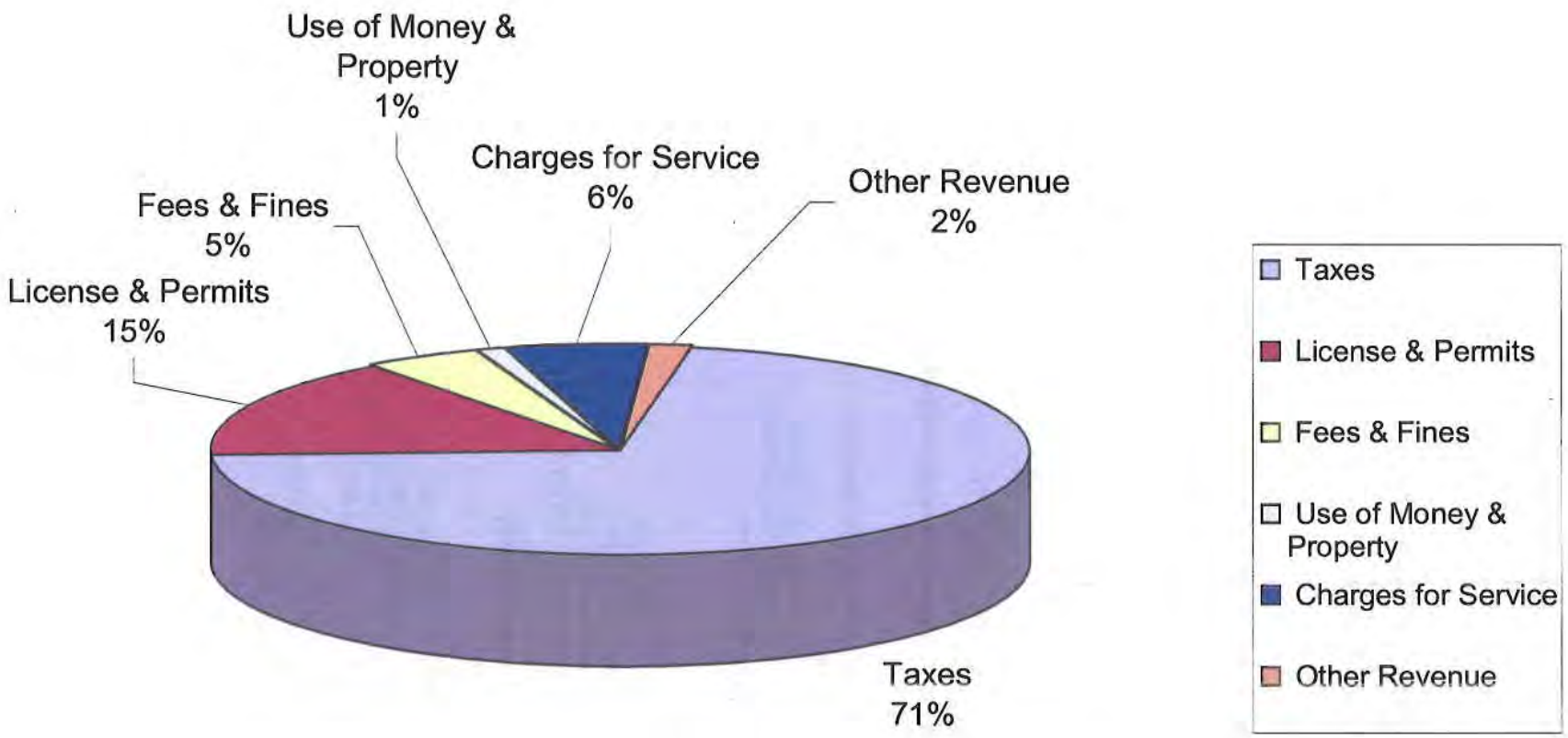
City of Pico Rivera
SCHEDULE III
SUMMARY OF FUND TRANSFERS
FISCAL YEAR 2008 - 2009

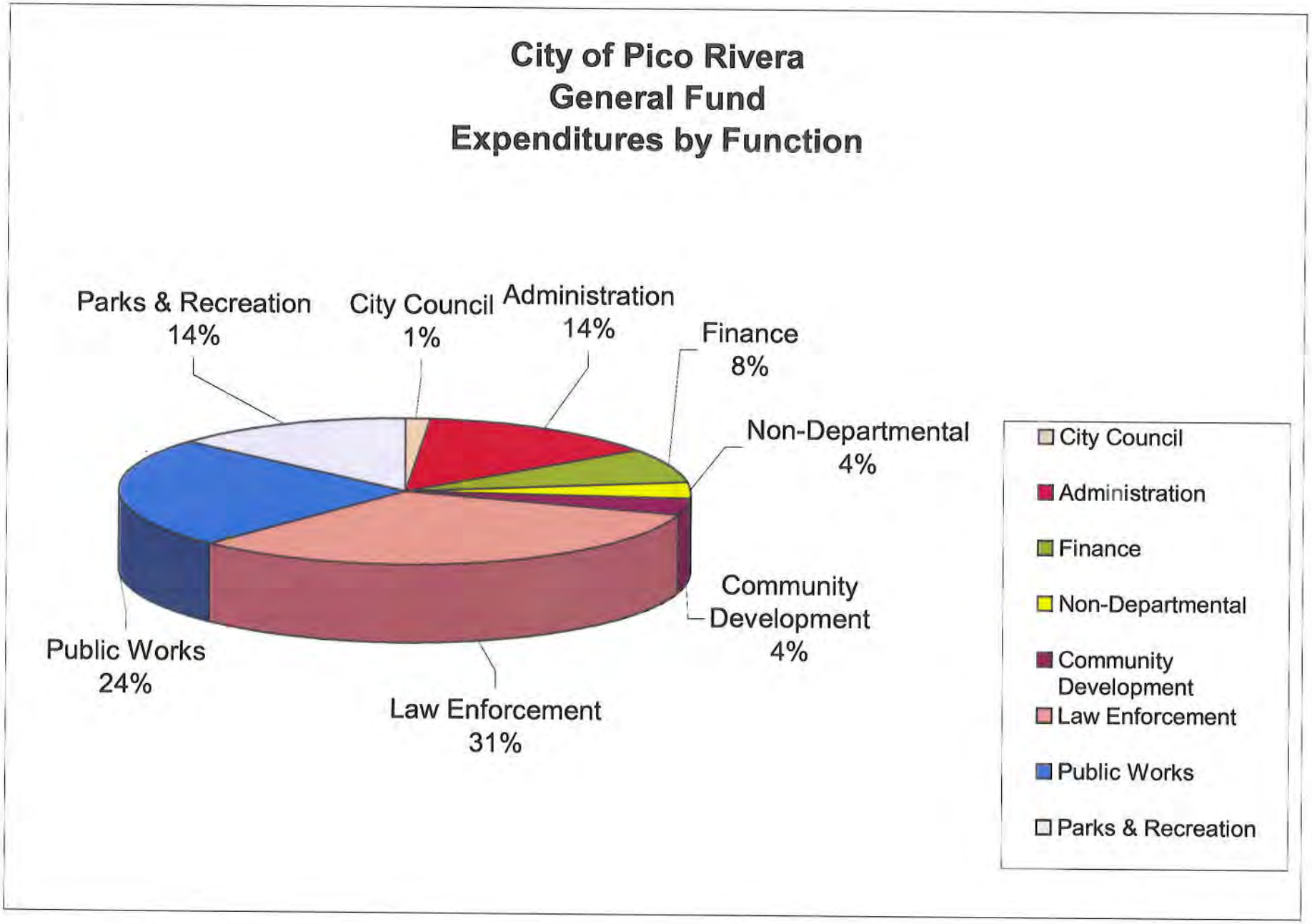
FROM:	TRANSPORTATION PROP A FUND (090)	220,487	
	TRANSPORTATION PROP C FUND (095)	182,912	
TO:	GENERAL FUND (010)		403,399
To transfer administrative overhead charge to general fund.			
FROM:	GAS TAX FUND (ZERO OUT CASH) (040)	1,137,590	
	GOLF COURSE (20% OF REVENUES) (570)	164,613	
TO:	GENERAL FUND (010)		1,302,203
To transfer administrative, maintenance and reimbursements.			
FROM:	WATER AUTHORITY (550)	54,800	
TO:	GENERAL FUND (010)		54,800
To transfer fleet maintenance charges for Authority's fleet.			
FROM:	LIGHTING ASSESSMENT DISTRICT (545)	754,200	
TO:	GENERAL FUND (010)		754,200
To transfer reimbursement for lighting & landscape costs			
FROM:	LOW & MODERATE(510)	671,430	
TO:	DEBT SERVICE (850)		671,430
To transfer Low& Mod pledged funds to debt service			
FROM:	ECO DEVE ASSISTANCE DEVELOPER REV (634)	160,000	
TO:	REDEVELOPMENT AGENCY (520)		160,000
To fund Borders Agreements.			
FROM:	ECONOMIC DEVELOPMENT ASSISTANCE DEVELOPER REV (634)	7,500	
TO:	REDEVELOPMENT AGENCY (520)		7,500
To fund Printing $2,500 and Marketing $5,000			
FROM:	TRANSPORTATION PROP C FUND (095)	75,000	
	COMMUNITY DEVELOPMENT BLOCK GRANT (630)	20,000	
	PICO RIVERA LIGHTING ASSESSMENT DISTRICT (545)	35,000	
TO:	GENERAL FUND (010)		130,000
To reimburse the General Fund for graffiti removal costs.			
FROM:	SPORTS ARENA COMPLEX (590)	300,000	
TO:	GENERAL FUND (010)		300,000
To repay portion of outstanding loan			

City of Pico Rivera
SCHEDULE III
SUMMARY OF FUND TRANSFERS
FISCAL YEAR 2008 - 2009

FROM:	AIR QUALITY IMPROVEMENT FUND (200)	84,000	
TO:	GENERAL FUND (010)		84,000
To reimburse for cruising control costs incurred by the Sheriff's Department.			
FROM:	ASSESSMENT DISTRICT 95-1 (540)	2,100	
TO:	GENERAL FUND (010)		2,100
To reimburse the General Fund for administrative cost of managing the District.			
FROM:	OPERATING & IMPROVEMENT FUND (551)	46,000	
TO:	GENERAL FUND (010)		46,000
To transfer money in excess of $1,000,000 from the "Water Enterprise" Fund. (i.e. Quarterly LAIF interest income)			
FROM:	CAPITAL IMPROVEMENT FUND (210)	620,585	
TO:	GENERAL FUND (010)		620,585
To transfer Capital Improvement to General Fund			
FROM:	GENERAL FUND RESERVE (015)	1,000,000	
TO:	GENERAL FUND (010)		1,000,000
To Transfer money from General Fund Reserve to General Fund			
FROM:	STATE RELINQUISHMENT FUND (041)	1,550,000	
TO:	GENERAL FUND (010)		1,300,000
	CAPITAL IMPROVEMENT FUND (210)		
	EQUIPMENT REPLACEMENT FUND (450)		250,000
Utilization of State Relinquishment Fund .			
FROM:	GENERAL FUND (010)	683,335	
	PROPOSITION A FUND (090)	50,000	
	PROPOSITION C FUND (095)	4,632,736	
	LIGHTING ASSESSM DIST (545)	401,413	
	IMAGE ENHANCEMENT FUND (017)	16,000	
	WATER AUTHORITY (550)	205,648	
	MISC FED HUD GRANT (698)	198,000	
	PROP 12 (716)	325,291	
	PROP 40 (717)	183,236	
	SAFE ROUTES TO SCHOOL (720)	544,500	
	STATE RELINQUISHMENT FUND (041)	1,667,283	
	TDA LOCAL TRANSPORTATION FUND (050)	36,523	
	STATE TRANS CONGESTION RELIEF PROG (718)	16,095,428	
	PROP 1B FUNDS (719)	1,078,840	
TO:	CAPITAL IMPROVEMENT FUND (210)		26,118,233
Transfers Capital Improvement Projects			
		33,204,450	33,204,450

City of Pico Rivera
General Fund
Revenue by Source




City of Pico Rivera
General Fund
Expenditures by Function
Parks & Recreation 14%
City Council 1%
Administration 14%
Finance 8%
Non-Departmental 4%
Community Development 4%
Law Enforcement 31%
Public Works 24%
City Council
Administration
Finance
Non-Departmental
Community Development
Law Enforcement
Public Works
Parks & Recreation

This page left intentionally blank

City of Pico Rivera

Prop A Fund Summary

Estimated Fund Balance @ 7/1/08	826,000
Resources	
Revenue from Sales Tax	1,081,310
Revenue from Contract Services	14,337
Interest	19,103
Total Revenues	1,114,751
Expenditures	
Administration	220,487
Dial-A-Ride	470,400
Extended Bus Service	107,600
Special Events Service	131,300
Bus Pass User Subsidy	45,800
Bus Stop Maintenance Program	178,700
Transfer Out: Capital Improvement Project	50,000
Total Expenditures	1,204,287
Estimated Fund Balance @ 6/30/09	736,463

City of Pico Rivera

Prop C Fund Summary

Estimated Fund Balance @ 7/1/08	3,900,000
Resources	
Revenue from Sales Tax	899,244
Cost Reimbursements	69,700
Interest	101,705
Total Revenues	1,070,650
Expenditures	
Administration	182,912
Grafitti Removal/Control Program	75,000
Gateway Cities Assessment	8,500
Transfer Out: Capital Improvement Project	4,632,736
Total Expenditures	4,899,148
Estimated Fund Balance @ 6/30/09	71,502

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
010 - General Fund:	
Sources:	
Taxes	18,554,838
License & Permits	4,027,739
Court and Traffic Fines	1,250,000
Use of Money & Property	263,173
Charges For Service	1,463,374
Other Revenue	426,351
Total Revenues	25,985,475
Transfers In	5,997,287
Total Sources	31,982,762
Uses:	
Salaries & Wages	14,663,299
Maintenance & Operations	18,949,725
Capital Outlay	309,800
Total Expenditures	33,922,824
Transfers Out	683,335
Total Uses	34,606,159
Net Sources(Uses)	(2,623,397)

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
011 - Debt Service:	
Sources:	
Taxes	
Use of Money & Property	3,085
Total Revenues	3,085
Total Sources	3,085
Uses:	
Salaries & Wages	
Maintenance & Operations	
Capital Outlay	
Total Expenditures	0
Total Uses	0
Net Sources(Uses)	3,085

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
015 - General Fund Reserve:	
Sources:	
Transfers In	0
Total Sources:	0
Uses:	
Transfers Out	1,000,000
Total Uses	1,000,000
Net Sources(Uses)	1,000,000

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
017 - Image Enhancement Fund:	
Sources:	
Use of Money & Property	70,095
Other Revenue	352,055
Total Revenues	422,150
Transfers In	
Total Sources	422,150
Uses:	
Salaries & Wages	0
Maintenance & Operations	0
Capital Outlay	0
Total Expenditures	0
Transfers Out	16,000
Total Uses	16,000
Net Sources(Uses)	406,150

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
020 - Sewer Fund:	
Sources:	
Charges For Service	3,155
Use of Money & Property	13,092
Total Revenues	16,247
Total Sources	16,247
Uses:	
Salaries & Wages	0
Maintenance & Operations	0
Capital Outlay	0
Total Expenditures	0
Capital Projects	
Total Uses	0
Net Sources(Uses)	16,247

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
040 - State Gas Tax Fund:	
Sources:	
Use of Money & Property	0
Taxes	1,047,370
Total Revenues	1,047,370
Total Sources	1,047,370
Uses:	
Salaries & Wages	0
Maintenance & Operations	0
Capital Outlay	0
Total Expenditures	0
Transfers Out	1,137,590
Total Uses	1,137,590
Net Sources(Uses)	(90,220)

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
041 - State Relinquishment Fund:	
Sources:	
Use of Money & Property	245,673
Other Income	0
Total Revenues	245,673
Total Sources	245,673
Uses:	
Salaries & Wages	0
Maintenance & Operations	0
Capital Outlay	0
Total Expenditures	0
Transfers Out	3,217,283
Total Uses	3,217,283
Net Sources(Uses)	(2,971,610)

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
050 - Transportation Development Act Fund:	
Sources:	0
Total Revenues	0
Total Sources	0
Uses:	
Transfers Out	36,523
Total Uses	36,523
Net Sources(Uses)	(36,523)

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
070 - Park Development Fund:	
Sources:	
Use of Money & Property	670
Other Revenue	
Total Revenues	670
Total Sources	670
Uses:	
Salaries & Wages	0
Maintenance & Operations	0
Capital Outlay	0
Total Uses	0
Net Sources	670

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
090 - Transportation Prop A Fund:	
Sources:	
Taxes	1,081,310
Use of Money & Property	19,103
Other Revenue	14,337
Total Revenues	1,114,751
Transfers In	
Total Sources	1,114,751
Uses:	
Salaries & Wages	0
Maintenance & Operations	933,800
Capital Outlay	0
Total Expenditures	933,800
Capital Projects	
Transfers Out	270,487
Total Uses	1,204,287
Net Sources(Uses)	(89,537)

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
095 - Transportation Prop C Fund:	
Sources:	
Taxes	899,244
Other County Grants	0
Cost Reimbursement	69,700
Use of Money & Property	101,705
Total Revenues	1,070,650
Transfers In	
Total Sources	1,070,650
Uses:	
Salaries & Wages	0
Maintenance & Operations	8,500
Capital Outlay	0
Total Expenditures	8,500
Capital Projects	
Transfers Out	4,890,648
Total Uses	4,899,148
Net Sources(Uses)	(3,828,498)

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
160 - SEOP:	
Sources:	
Other Revenue	0
Total Sources	0
Uses:	
Salaries & Wages	2,110
Maintenance & Operations	0
Capital Outlay	0
Total Expenditures	2,110
Total Uses	2,110
Net Sources(Uses)	(2,110)

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
200 - Air Quality Improvement Fund:	
Sources:	
Taxes	80,000
Use of Money & Property	1,078
Total Revenues	81,078
Total Sources	81,078
Uses:	
Salaries & Wages	0
Maintenance & Operations	0
Capital Outlay	0
Total Expenditures	0
Transfers Out	84,000
Total Uses	84,000
Net Sources(Uses)	(2,922)

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
210 - Capital Improvement Fund	
Sources:	
Transfers In	26,118,233
Total Sources	26,118,233
Uses:	
Transfers Out	620,585
Capital Projects	26,118,233
Total Uses	26,738,818
Net Sources(Uses)	(620,585)

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
450 - Equipment Replacement Fund:	
Sources:	
Use of Money & Property	23,182
Other Revenue	
Total Revenues	23,182
Transfers In	250,000
Total Sources	273,182
Uses:	
Salaries & Wages	
Maintenance & Operations	
Capital Outlay	250,000
Total Expenditures	250,000
Total Uses	250,000
Net Sources(Uses)	23,182

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
510 - Low & Moderate Fund (RDA):	
Sources:	
Taxes	1,194,779
Use of Money & Property	41,602
Other Revenue	2,850
Total Revenues	1,239,231
Transfers In	
Total Sources	1,239,231
Uses:	
Salaries & Wages	61,765
Maintenance & Operations	11,000
Capital Outlay	0
Total Expenditures	72,765
Capital Projects	
Transfers Out	671,430
Total Uses	744,195
Net Sources(Uses)	495,036

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
520 - Operating Fund (RDA):	
Sources:	
Taxes	1,998,578
Use of Money & Property	23,497
Other Revenue	0
Total Revenues	2,022,075
Transfers In	167,500
Total Sources	2,189,575
Uses:	
Salaries & Wages	308,130
Maintenance & Operations	1,260,950
Capital Outlay	0
Total Expenditures	1,569,080
Capital Projects	
Transfers Out	0
Total Uses	1,569,080
Net Sources(Uses)	620,495

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
531 - Housing Fund:	
Sources:	
Use of Money & Property	18,771
Other Revenue	4,591,148
Total Revenues	4,609,920
Total Sources	4,609,920
Uses:	
Salaries & Wages	510,399
Maintenance & Operations	4,861,000
Capital Outlay	0
Total Expenditures	5,371,399
Total Uses	5,371,399
Net Sources(Uses)	(761,480)

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
540 - Assessment District 95-1:	
Sources:	
Taxes	36,671
Use of Money & Property	761
Total Revenues	37,432
Transfers In	
Total Sources	37,432
Uses:	
Salaries & Wages	0
Maintenance & Operations	44,560
Capital Outlay	0
Total Expenditures	44,560
Transfers Out	2,100
Total Uses	46,660
Net Sources(Uses)	(9,228)

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
545 - Lighting Assessment District:	
Sources:	
Taxes	1,183,566
Use of Money & Property	11,760
Total Revenues	1,195,326
Transfers In	
Total Sources	1,195,326
Uses:	
Salaries & Wages	0
Maintenance & Operations	680,400
Capital Outlay	0
Total Expenditures	680,400
Capital Projects	
Transfers out	1,190,613
Total Uses	1,871,013
Net Sources(Uses)	(675,687)

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
546 - Paramount/Mines Assessment District:	
Sources:	
Taxes	7,564
Total Revenues	7,564
Total Sources	7,564
Uses:	
Salaries & Wages	0
Maintenance & Operations	1,100
Capital Outlay	0
Total Expenditures	1,100
Total Uses	1,100
Net Sources(Uses)	6,464

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
547 - Flossmoor Rd Sewer Assessment District:	
Sources:	
Taxes	0
Total Revenues	0
Transfers In	
Total Sources	0
Uses:	
Salaries & Wages	
Maintenance & Operations	
Capital Outlay	
Total Expenditures	0
Transfers Out	
Total Uses	0
Net Sources(Uses)	0

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
550 - Water Authority Fund:	
Sources:	
Use of Money & Property	2,893,394
Charges For Service	6,634,875
Other Revenue	11,258
Total Revenues	9,539,526
Transfers In	
Total Sources	9,539,526
Uses:	
Salaries & Wages	2,417,594
Maintenance & Operations	5,983,200
Capital Outlay	669,000
Total Expenditures	9,069,794
Transfers Out	260,448
Capital Projects	
Total Uses	9,330,242
Net Sources(Uses)	209,284

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
551 - Operating & Improvement Fund:	
Sources:	
Use of Money & Property	22,292
Total Revenues	22,292
Transfers In	
Total Sources	22,292
Uses:	
Salaries & Wages	
Maintenance & Operations	
Capital Outlay	
Total Expenditures	0
Transfers Out	46,000
Total Uses	46,000
Net Sources(Uses)	(23,708)

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
570 - Golf Course Fund:	
Sources:	
Use of Money & Property	
Charges For Service	767,610
Total Revenues	767,610
Total Sources	
Uses:	
Salaries & Wages	589,399
Maintenance & Operations	471,200
Capital Outlay	1,700
Total Expenditures	1,062,299
Transfers Out	164,613
Total Uses	1,226,912
Net Sources(Uses)	(459,301)

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
590 - Sports Arena Complex:	
Sources:	
Use of Money & Property	3,511
Other Revenue	355,323
Total Revenues	358,834
Total Sources	358,834
Uses:	
Salaries & Wages	52,221
Maintenance & Operations	21,200
Capital Outlay	0
Total Expenditures	73,421
Transfers Out	300,000
Total Uses	373,421
Net Sources(Uses)	(14,587)

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
630 - Community Development Block Grant Fund:	
Sources:	
Use of Money & Property	5,422
Other Revenue	750,590
Total Revenues	756,012
Transfers In	0
Total Sources	756,012
Uses:	
Salaries & Wages	445,947
Maintenance & Operations	630,284
Capital Outlay	0
Total Expenditures	1,076,231
Capital Projects	
Transfers out	20,000
Total Uses	1,096,231
Net Sources(Uses)	(340,219)

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
634 - EDA Developer Fund:	
Sources:	
Use of Money & Property	71,874
Other Revenue	0
Total Revenues	71,874
Transfers In	
Total Sources	71,874
Uses:	
Salaries & Wages	0
Maintenance & Operations	0
Capital Outlay	0
Total Expenditures	0
Transfers Out	167,500
Total Uses	167,500
Net Sources(Uses)	(95,626)

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
640 - Home Program Fund:	
Sources:	
Use of Money & Property	
Other Revenue	684,364
Total Revenues	684,364
Transfers In	
Total Sources	684,364
Uses:	
Salaries & Wages	0
Maintenance & Operations	1,086,150
Capital Outlay	0
Total Expenditures	1,086,150
Total Uses	1,086,150
Net Sources(Uses)	(401,786)

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
650 - CALHome Program Fund:	
Sources:	
Use of Money & Property	
Other Revenue	434,596
Total Revenues	434,596
Total Sources	434,596
Uses:	
Salaries & Wages	0
Maintenance & Operations	531,000
Capital Outlay	0
Total Expenditures	531,000
Total Uses	531,000
Net Sources(Uses)	(96,404)

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
670 - Used Oil Grant Fund:	
Sources:	
Use of Money & Property	2,275
Other Revenue	
Total Revenues	2,275
Total Sources	2,275
Uses:	
Salaries & Wages	0
Maintenance & Operations	23,500
Capital Outlay	0
Total Expenditures	23,500
Total Uses	23,500
Net Sources(Uses)	(21,225)

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
675 - CA Beverage Container Grant Fund:	
Sources:	
Use of Money & Property	24,274
Other Revenue	
Total Revenues	24,274
Total Sources	24,274
Uses:	
Salaries & Wages	0
Maintenance & Operations	20,000
Capital Outlay	0
Total Expenditures	20,000
Total Uses	20,000
Net Sources(Uses)	4,274

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
690 - Reach Grant Fund:	
Sources:	
Other Revenue	471,360
Total Revenues	471,360
Total Sources	471,360
Uses:	
Salaries & Wages	631,126
Maintenance & Operations	285,450
Capital Outlay	0
Total Expenditures	916,576
Total Uses	916,576
Net Sources(Uses)	(445,216)

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
698 - Miscellaneous Federal Grants	
Sources:	
Transfers In	0
Total Sources	0
Uses:	
Transfers Out	198,000
Total Uses	198,000
Net Sources(Uses)	(198,000)

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
699 - Other Grants Fund:	
Sources:	
Other Revenue	173,669
Total Revenues	173,669
Transfers In	
Total Sources	173,669
Uses:	
Transfers Out	
Capital Projects	
Total Uses	0
Net Sources(Uses)	173,669

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
716 - Prop 12 Grant:	
Sources:	
Other Revenue	325,000
Total Revenues	325,000
Transfers In	
Total Sources	325,000
Uses:	
Transfers Out	325,291
Total Uses	325,291
Net Sources(Uses)	(291)

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
717 - Prop 40 Grant:	
Sources:	
Other Revenue	181,000
Total Revenues	181,000
Transfers In	
Total Sources	181,000
Uses:	
Transfers Out	183,236
Total Uses	183,236
Net Sources(Uses)	(2,236)

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
718 - State Grant:Traffic Congestion Relief Fund - Passon Grade Separation	
Sources:	
State Grant	0
Total Revenues	0
Uses:	
Right of Way Acquisition /Relocation	
Construction	
Transfers Out	16,095,428
Total Uses	16,095,428
Net Sources(Uses)	(16,095,428)

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
720 - Safe Routes to Schools (SR2S)	
Sources:	
Transfers In	0
Total Sources	0
Uses:	
Transfers Out	544,500
Total Uses	544,500
Net Sources(Uses)	(544,500)
719 - Prop 1B Street Grant	
Sources:	
Transfers In	0
Total Sources	0
Uses:	
Transfers Out	1,078,840
Total Uses	1,078,840
Net Sources(Uses)	(1,078,840)

City of Pico Rivera

Summary of Sources and Uses by Fund

SUMMARY BY FUND	
Description	2008-2009 Adopted Budget
850 - Debt Service (RDA):	
Sources:	
Taxes	6,323,078
Use of Money & Property	46,892
Other Revenue	
Total Revenues	6,369,970
Transfers In	671,430
Total Sources	7,041,400
Uses:	
Salaries & Wages	0
Maintenance & Operations	7,041,400
Capital Outlay	0
Total Expenditures	7,041,400
Total Uses	7,041,400
Net Sources(Uses)	0

City of Pico Rivera
Summary of Revenues by Source

REVENUES				
Account Title	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Revenue	2008-2009 Adopted Budget
General Fund				
Taxes:				
SALES AND USE TAXES	5,564,244	5,900,000	6,025,198	5,902,410
FRANCHISE TAX	742,450	700,000	492,913	721,225
PROPERTY TRANSFER TAX	152,014	164,000	134,065	158,007
TRANSIENT OCCUPANCY TAX	406,959	330,000	368,906	368,479
UTILITY USERS TAX	3,929,078	3,700,000	3,836,462	3,814,539
STATE MOTOR VEHC. IN LIEU TAX	5,399,306	5,300,000	5,210,918	5,349,653
A.B. 1197 REVENUE ALLOCATION	2,281,049	2,200,000	2,055,782	2,240,525
Total Taxes	**18,475,101**	**18,294,000**	**18,124,244**	**18,554,838**
License & Permits:				
RUBBISH FRANCHISE FEE	460,230	470,000	563,977	465,115
CERT. OF OCCUPANCY PERMITS	29,025	35,000	33,238	32,013
BUSINESS LICENSES	1,321,480	1,671,000	1,406,705	1,496,240
BUSINESS LICENSE PERMITS	5,095	4,000	4,768	4,548
BUILDING PERMITS	420,984	435,000	365,732	480,000
AUTOMATED PERMIT SYSTEM FEES	14,072	-	7,755	7,036
PLUMBING PERMITS	34,989	37,000	41,036	60,000
ELECTRICAL PERMITS	52,575	67,000	56,842	80,000
STRONG MOTION PLAN	8,690	8,000	6,099	8,345
HEATING & AIR CONDT. PERMITS	24,995	28,000	31,876	26,497
DOG LICENSE	206,065	190,000	174,063	198,032
OTHER LICENSE & PERMITS	103,498	100,000	83,875	625,000
PLAN CHECK FEES	453,593	500,000	335,646	480,000
STORM DRAIN REVENUE	69,827	60,000	73,963	64,913
Total License & Permits	**3,205,116**	**3,605,000**	**3,185,575**	**4,027,739**
Fees & Fines:				
VEHICLE CODE FINES	310,215	300,000	321,348	400,000
OTHER COURT FINES - GENERAL FD	765,521	820,000	837,351	850,000
Total Fees & Fines	**1,075,736**	**1,120,000**	**1,158,699**	**1,250,000**
Use of Money & Property:				
INTEREST INCOME	64,376	30,000	98,778	150,000
RENTS AND CONCESSIONS	114,346	112,000	109,971	113,173
Total Use of Money & Property	**178,721**	**142,000**	**208,749**	**263,173**
Charges For Service				
IMPOUND SERVICE CHARGE	106,806	277,000	168,655	191,903
ZONING AND PLANNING FEES	154,614	150,000	128,381	190,000
SALES OF MDSE (MAPS & PUBS)	40	50	31	45
INOPERATIVE VEHICLES FEES	-	-	540	-
REC DIV-CHILD SUPERVISION	289,331	380,000	328,152	420,000
REC DIV-SPECIAL EVENTS	7,418	10,000	6,983	8,709
REC DIV-YOUTH & ADULT SPORTS	25,202	35,000	21,472	30,101
REC DIV-AQUATICS	82,274	80,000	78,866	81,137
REC DIV-REACH(NON GRANT REV)	8,980	3,500	4,557	6,240

City of Pico Rivera
Summary of Revenues by Source

REVENUES				
Account Title	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Revenue	2008-2009 Adopted Budget
CONTRACT PROGRAM REVENUE	149,144	160,000	139,383	200,000
FEES & PROGRAM REVENUE(STAFF BASED)	69,272	65,000	67,374	67,136
FIELD & FACILITY REVENUE	23,819	18,000	18,326	20,910
COMM SVC-TRIPS & TOURS	12,559	15,000	19,863	13,780
COMM SVC-SENIOR CENTER	13,164	15,000	17,963	14,082
COMM SVC-CENTER FOR THE ARTS	5,989	16,000	9,842	10,994
COMM SVC-COMMUNITY GARDENS	3,810	6,000	6,395	4,905
OTHER CURRENT SERVICE CHARGES	1,599	2,385	118,655	201,992
REPRODUCTION CHARGES	1,574	1,308	1,444	1,441
Total Charges for Service	**955,595**	**1,234,243**	**1,136,882**	**1,463,374**
Other Revenue:				
GRANTS FROM FEDERAL GOVERNMENT	5,973	-	-	2,986
OTHER STATE GRANTS	140,468	100,000	79,530	120,234
FOUNDATION GRANTS	4,000	4,000	5,833	4,000
C.O.P.S. PRGM ALLOCATION	130,368	-	128,977	65,184
PICO PARK MTC & SVC GRANT	280,192		-	-
REC DIV-ADMINISTRATION	1,606	-	(40)	803
REC DIV-FACILITIES & PROGRAMS	-	-	(144)	-
MISCELLANEOUS REVENUE	87,698	90,104	91,510	88,901
DONATION TO CITY	1,250	100,000	49,376	50,625
DAMAGES TO CITY PROPERTY	13,600	1,259	11,158	7,430
GRAFFITI RESTITUTION	13,487	15,000	16,934	75,000
ST MANDATED COSTS/REIMB	280,576	60,000	20,000	-
REIMB/MTC OF STATE HIGHWAY	-	6,000	2,000	3,000
COST REIMBURSEMENTS	15,842	-	4,706	7,921
RECYCLING PROGRAM REVENUE	33	500	1,507	267
Total Other Revenue	**975,093**	**376,863**	**411,347**	**426,351**
TOTAL GENERAL FUND 010	**24,865,362**	**24,772,106**	**24,225,496**	**25,985,475**
Image Enhancement Fund				
IMAGE ENHANCEMENT FEE	304,111	400,000	230,813	352,055
INTEREST INCOME	89,002	51,188	77,685	70,095
Total Image Enhancement Fund	**393,112**	**451,188**	**308,498**	**422,150**
Sewer Construction Fund				
INTEREST INCOME	11,221	14,962	4,987	13,092
SEWER CONNECTION FEES	2,705	3,606	1,202	3,155
Total Sewer Construction Fund	**13,926**	**18,568**	**6,189**	**16,247**
Gas Tax Fund				
INTEREST INCOME	34,512	19,168	6,389	-
STATE GASOLINE TAX 2107	545,580	483,176	427,284	427,284
STATE GASOLINE TAX 2107.5	7,500		-	3,750
STATE GASOLINE TAX 2106	243,453	216,995	190,216	230,224
STATE GASOLINE TAX - 2105	408,144	364,080	323,260	386,112
MISCELLANEOUS REVENUE	491,391		-	-
Total Gas Tax Fund	**1,730,579**	**1,083,419**	**947,149**	**1,047,370**

City of Pico Rivera
Summary of Revenues by Source

REVENUES				
Account Title	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Revenue	2008-2009 Adopted Budget
State Relinquishment Fund				
INTEREST INCOME	326,346	165,000	232,309	245,673
MISCELLANEOUS REVENUE	533,290		-	-
Total State Relinquishment Fund	**859,636**	**165,000**	**232,309**	**245,673**
Transportation Development Act Fund				
INTEREST INCOME	1,013	-	172	-
OTHER STATE GRANTS	58,328	-	16,408	-
OTHER COUNTY GRANTS	-		-	-
Total Transportation Development Act Fund	**59,341**	**-**	**16,580**	**-**
Transportation Prop A Fund				
INTEREST INCOME	30,104	8,500	19,103	19,103
PROP. A FUNDS	1,077,088	1,077,837	1,081,310	1,081,310
MISCELLANEOUS REVENUE	14,140	13,800	14,337	14,337
Total Transportation Prop A Fund	**1,121,332**	**1,100,137**	**1,114,750**	**1,114,751**
Transportation Prop C Fund				
INTEREST INCOME	158,415	44,700	101,705	101,705
OTHER COUNTY GRANTS	104,444		-	-
PROP. C FUNDS	806,286	894,151	899,244	899,244
COST REIMBURSEMENTS	281,556	-	69,700	69,700
Total Transportation Prop C Fund	**1,350,701**	**938,851**	**1,070,649**	**1,070,650**
Air Quality Improvement Fund				
INTEREST INCOME	1,608	548	737	1,078
A.Q.M.D. AB2766 FUNDS	100,923	80,000	65,599	80,000
Total Air Quality Improvement Fund	**102,530**	**80,548**	**66,336**	**81,078**
Equipment Replacement Fund				
INTEREST INCOME	27,784	18,580	19,618	23,182
Total Equipment Replacement Fund	**27,784**	**18,580**	**19,618**	**23,182**
EDA Developer Fund				
INTEREST INCOME	155,932	-	71,874	71,874
MISCELLANEOUS REVENUE	597,130		-	-
Total EDA Developer Fund	**753,062**	**-**	**71,874**	**71,874**
Assessment District 95-1				
ASSESSMENT REVENUES	41,342	32,000	33,130	36,671
INTEREST INCOME	1,064	458	400	761
Total Assessment District 95-1	**42,406**	**32,458**	**33,530**	**37,432**
Lighting Assessment District				
ASSESSMENT REVENUES	575,318	591,600	593,606	583,459
AD VALOREM PROPERTY TAX REV	593,515	606,700	644,777	600,107
INTEREST INCOME	28,110	9,000	15,696	11,760
Total Lighting Assessment District	**1,196,943**	**1,207,300**	**1,254,079**	**1,195,326**

City of Pico Rivera
Summary of Revenues by Source

REVENUES				
Account Title	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Revenue	2008-2009 Adopted Budget
Paramount Mines Assessment District				
ASSESSMENT REVENUES	8,818	8,800	7,564	7,564
Total Paramount Mines Assessment District	**8,818**	**8,800**	**7,564**	**7,564**
Flossmoor Sewer A.D. Fund				
ASSESSMENT REVENUES	26,233	26,200	22,132	-
Total Flossmoor Sewer A.D. Fund	**26,233**	**26,200**	**22,132**	**-**
Community Development Block Grant				
INTEREST INCOME	3,700	4,547	5,422	5,422
GRANTS FROM FEDERAL GOVERNMENT	669,048	941,714	738,720	738,720
SALES OF REAL OR PRSNL PRPTY	4,000	5,333	7,234	7,234
MISCELLANEOUS REVENUE	9,006	11,208	4,636	4,636
Total Community Development Block Grant	**685,754**	**962,802**	**756,012**	**756,012**
General Fund Debt Service				
AD VALOREM PROPERTY TAX REV	274	-	(6)	-
INTEREST INCOME	6,135	-	3,085	3,085
Total General Fund Debt Service	**6,409**	**-**	**3,079**	**3,085**
Other Grant Funds				
PARK DEVELOPMENT FUND	1,334	-	670	670
SUMMER YOUTH GRANT FUND	8,498	3,200	1,067	-
TOTAL HOME PROGRAM GRANT FUND	405,733	1,719,569	684,364	684,364
TOTAL CALHOME GRANT FUND	80,821	584,030	434,596	434,596
TOTAL USED OILD GRANT FUND	863	6,000	2,275	2,275
TOTAL BEVERAGE CONTAINER FUND 675	19,451	17,000	24,274	24,274
OTHER STATE GRANTS	918,524	284,153	94,718	-
GRANTS FROM FEDERAL GOVERNMENT	-	-	-	-
OTHER COUNTY GRANTS	122,052	162,736	54,245	-
OTHER STATE GRANTS-PROP 12	630,664	189,839	63,280	325,000
OTHER STATE GRANTS-PROP 40	75,000	180,616	60,205	181,000
OTHER STATE GRANTS (PASSON GRADE)* **	-	-	-	-
EPA SEWER GRANT	-	-	168,911	-
GRANTS FROM FEDERAL GOVERNMENT	282,604		-	-
COG GRANT FUND	-		-	-
REACH GRANT FUND	1,407,977	1,374,840	471,360	471,360
MISCELLANEOUS GRANT FUND	428,746	458,746	173,669	173,669
Total Other Grant Funds	**4,382,268**	**4,980,729**	**2,233,634**	**2,297,208**
Golf Course				
MISCELLANEOUS REVENUE	(47)	-	101	-
GREEN FEES	399,334	420,000	390,330	409,667
CONSTRUCTION SURCHARGE-GOLF COURSE	60,922	60,000	58,806	60,461
DRIVING RANGE FEES	167,583	170,000	168,758	168,791

City of Pico Rivera
Summary of Revenues by Source

REVENUES				
Account Title	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Revenue	2008-2009 Adopted Budget
EQUIPMENT RENTAL	19,625	20,000	18,367	19,813
TOURNAMENTS	10,361	9,000	7,676	9,681
HANDICAP MEMBERSHIP FEE	891	750	250	821
GOLF COURSE CONCESSIONS	24,000	24,000	24,000	24,000
VENDING MACHINE COMMISSION	71	120	40	96
GOLF LESSONS	-	-	1,530	-
MERCHANDISE SALES	76,012	80,000	74,282	74,282
Total Golf Course	**758,751**	**783,870**	**744,140**	**767,610**
Sports Arena				
INTEREST INCOME	5,114	800	3,511	3,511
MISCELLANEOUS REVENUE	75,000	-	55,000	55,000
RENTALS	96,521	250,000	300,000	300,000
Total Sports Arena	**176,635**	**250,800**	**358,511**	**358,511**
Campground Fund				
INTEREST INCOME	820	-	323	323
Total Campground Fund	**820**	**-**	**323**	**323**
TOTAL CITY REVENUES	**38,562,401**	**36,881,356**	**33,492,453**	**35,501,521**
Housing Fund				
INTEREST INCOME	27,379	10,164	18,500	18,771
GRANTS FROM FEDERAL GOVERNMENT	4,595,975	4,576,307	4,768,182	4,586,141
MISCELLANEOUS REVENUE	-	1,775	592	888
HAP REPAYMENTS	5,544	6,902	4,120	4,120
Total Housing Fund	**4,628,897**	**4,595,148**	**4,791,394**	**4,609,920**
TOTAL HOUSING AUTHORITY REVENUES	**4,628,897**	**4,595,148**	**4,791,394**	**4,609,920**
Water Authority Fund				
INTEREST INCOME	2,986,787	2,800,000	2,384,050	2,893,394
MISCELLANEOUS REVENUE	10,848	7,624	4,577	9,236
DAMAGES TO CITY PROPERTY	330	320	717	325
RECYCLING PROGRAM REVENUE	1,494	1,900	633	1,697
METERED WATER SALES	4,825,026	5,000,000	4,971,643	6,000,000
WATER SALES-POWER CHARGE	420,559	350,000	412,662	385,279
FIRE HYDRANT RENTAL	-	-	6,471	-
TURN ON CHARGES	151,579	110,000	150,111	200,000
INSPECTION FEES	1,200	1,200	1,700	1,200
WATER PROCESS APPLICATION FEE	31,224	30,000	26,920	30,612
SERVICE CONNECTION FEES	5,453	5,500	2,293	5,477
METER REMOVAL/INSTALLATION	22,480	23,000	12,307	12,307
Total Water Authority Fund	**8,456,980**	**8,329,544**	**7,974,084**	**9,539,526**

City of Pico Rivera
Summary of Revenues by Source

REVENUES				
Account Title	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Revenue	2008-2009 Adopted Budget
Operating & Improvement Fund (Water Authority)				
INTEREST INCOME	44,556	-	22,292	22,292
Total Operating & Improvement	**44,556**	**-**	**22,292**	**22,292**
TOTAL WATER AUTHORITY REVENUES	**8,501,536**	**8,329,544**	**7,996,376**	**9,561,818**
RDA Operating Fund				
SALES AND USE TAXES	2,162,157	1,835,000	1,747,037	1,998,578
INTEREST INCOME	45,993	1,000	(170)	23,497
MISCELLANEOUS REVENUE	158,059	14,000	14,157	-
Total RDA Operating Fund	**2,366,209**	**1,850,000**	**1,761,024**	**2,022,075**
RDA Low & Moderate Fund				
TAX INCREMENT (RDA)	1,301,438	1,260,000	1,194,779	1,194,779
CERT. OF OCCUPANCY PERMITS	-	-	2,850	2,850
INTEREST INCOME	60,754	40,000	41,602	41,602
Total RDA Low & Moderate Fund	**1,362,192**	**1,300,000**	**1,239,231**	**1,239,231**
Debt Service Fund				
TAX INCREMENT (RDA)	5,205,752	5,078,000	4,791,782	4,791,782
COUNTY DEFERRAL (RDA)	1,236,366	1,156,000	1,531,297	1,531,297
INTEREST INCOME	43,623	25,000	40,864	46,892
Total Debt Service Fund	**6,485,741**	**6,259,000**	**6,363,943**	**6,369,970**
TOTAL REDEVELOPMENT AGENCY REVENUES	**10,214,142**	**9,409,000**	**9,364,198**	**9,631,276**
GRAND TOTAL FOR ALL FUNDS	**61,906,977**	**59,215,048**	**55,644,421**	**59,304,534**
*****Fund 718: State Grant Passon Grade Separation Revenue to be transferred to CIP in FY08-09 Budget**	**-**	**16,260,000**	**5,420,000**	**32,000,000**

RESOLUTION NO. 6368

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PICO RIVERA APPROVING AND ADOPTING THE ANNUAL APPROPRIATION LIMIT FOR THE FISCAL YEAR 2008-2009 AND REVISING THE APPROPRIATION LIMIT FOR FISCAL YEARS 2006-2007 AND 2007-2008

WHEREAS, the voters of California in November 1979, added Article XIIIB to the State constitution placing various limitations on the appropriation of the State and local governments;

WHEREAS, the voters of California in June 1990, modified Article XIIIB of the State constitution by approving Proposition 111 and SB88 (Chapter 60/90);

WHEREAS, Article XIIIB as modified by Proposition 111 and SB88 (Chapter 60/90) provides that the appropriation limit for the Fiscal Year 2008-2009 is calculated by adjusting the appropriation limit for 2007-2008 for the growth in California per Capita Personal Income or the growth in the non-residential assessed valuation due to the new construction within the City and either the population growth within the City or the population growth within the County in which the City is located;

WHEREAS, the growth factors may be selected by annual elections of the City Council;

WHEREAS, the City Council of the City of Pico Rivera elects the growth in California per capita personal income and the growth in population within the County of Los Angeles to calculate the Appropriation Limit for the City of Pico Rivera for 2008-2009; and

WHEREAS, the City of Pico Rivera has complied with all the provisions of Article XIIIB as modified by Proposition 111 and SB88 (Chapter 60/90) in determining the Appropriation Limit for fiscal year 2008-2009.

WHEREAS, the City of Pico Rivera inadvertently used the incorrect County population factor in computing the FY 2006-2007 Gann Appropriation Limit.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PICO RIVERA AS FOLLOWS:

SECTION 1. That the Appropriation Limit in fiscal year 2008-2009 shall be $113,918,185 for the City of Pico Rivera, as determined by the attached Exhibit "A.," and

SECTION 2. That the Appropriation Limit in fiscal year 2007-2008 shall be revised to $108,297,543 as attached Exhibit "B," and the Appropriation Limit in fiscal year 2006-2007 shall be revised to $102,973,798 as attached Exhibit "C".

SECTION 3. The City Clerk shall certify to the adoption of this resolution and henceforth and hereafter, the same shall be in full force and effect.

APPROVED AND ADOPTED this 8th day of July, 2008.

Ron Beilke, Mayor

ATTEST:

Evelyn Izaguirre, Deputy City Clerk

APPROVED AS TO FORM:

Arnold M. Alvarez-Glasman, City Attorney

AYES: Archuleta, Armenta, Gallegos-Smith, Salcido, Beilke
NOES: None
ABSENT: None
ABSTAIN: None

CITY OF PICO RIVERA

CALCULATIONS OF APPROPRIATION LIMIT FOR 2008-2009

Total Appropriation Limit for 2007-2008	$108,297,543
Cumulative Growth Rate for 2008-2009 appropriation limit	1.0519
GANN Appropriation Limit for 2008-2009	113,918,185

Calculations for Cumulative Growth Rate

Factor		Percentage
2007-2008 Net Growth in California per Capita Income (1)	4.29%	1.0429
1/1/2006 to 1/1/2007 Population growth County of Los Angeles (1)	0.86%	1.0086
Cumulative Growth Rate for 2007-2008 Appropriation Limit		1.0519

Source:
(1) State Department of Finance dated May, 2008

CITY OF PICO RIVERA

APPROPRIATIONS SUBJECT TO GANN LIMIT

FISCAL YEAR 2008-2009

Appropriation limit for 2008-2009	$113,918,185
Appropriation subject to the limit for 2008-2009 (1)	(20,387,797)
Amount by which appropriation limit exceeds appropriations subject to the limit	$93,530,388

Source:
(1) FY 2008-09 Proposed Budget

RESOLUTION NO. 6367

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PICO RIVERA ADOPTING A BUDGET FOR THE CITY FOR THE FISCAL YEAR 2008-2009

WHEREAS, the City Manager has prepared a proposed budget for the fiscal year, in compliance with Section 2.04.090A of the Pico Rivera Municipal Code, entitled "Legislative and Executive Action" and

WHEREAS, the City Council, after review and amendment, has approved said budget.

NOW, THEREFORE, THE CITY COUNCIL HEREBY RESOLVES AS FOLLOWS:

SECTION 1. An annual budget for the City of Pico Rivera for the fiscal year beginning July 1, 2008 and ending June 30, 2009 is hereby adopted as set forth in Schedule IV of Exhibit "A" entitled "City of Pico Rivera Budget 2008-2009".

SECTION 2. The City Clerk shall certify to the adoption of this resolution, and shall keep three copies of this resolution and the budget documents and henceforth and hereafter, effective July 1, 2008 the same shall be in full force and effect.

SECTION 3. The City Council, after review, has determined pursuant to Section 3.52.270 of the Pico Rivera Municipal Code, that the revenues produced by Chapter 3.52 of the Pico Rivera Municipal Code are necessary for the current and necessary operations of the City.

APPROVED AND ADOPTED this 24TH day of June, 2008.

Ron Beilke, Mayor

ATTEST:

Evelyn Izaguirre, Deputy City Clerk

APPROVED AS TO FORM:

Arnold M. Alvarez-Glasman, City Attorney

AYES: Archuleta, Armenta, Gallegos-Smith, Salcido, Beilke
NOES: None
ABSENT: None
ABSTAIN: None

RESOLUTION NO. 08-17

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PICO RIVERA WATER AUTHORITY ADOPTING A BUDGET FOR THE AUTHORITY FOR THE FISCAL YEAR 2008-2009

THE BOARD OF DIRECTORS DOES HEREBY RESOLVE AS FOLLOWS:

WHEREAS, the Executive Director has prepared a proposed budget for the fiscal year, in compliance with Section 4.5 of the Water Enterprise Management Agreement dated April 1, 1999, entitled "Annual Budget for Water Enterprise" and

WHEREAS, the Board of Directors, after review and amendment, has approved said budget.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

SECTION 1. An annual budget for the Pico Rivera Water Authority for the fiscal year beginning July 1, 2008 and ending June 30, 2009 is hereby adopted as set forth in Schedule IV of Exhibit "A" entitled "City of Pico Rivera Budget 2008-2009".

SECTION 2. The City Clerk shall certify to the adoption of this resolution, and shall keep three copies of this resolution and the budget documents and henceforth and hereafter, effective July 1, 2008 the same shall be in full force and effect.

APPROVED AND ADOPTED this 24th day of June, 2008.

Ron Beilke, Mayor

ATTEST:

Evelyn Izaguirre, Secretary

APPROVED AS TO FORM:

Arnold M. Alvarez-Glasman, City Attorney

AYES:	Archuleta, Armenta, Gallegos-Smith, Salcido, Beilke
NOES:	None
ABSENT:	None
ABSTAIN:	None

PROGRAM SUMMARY
City Council

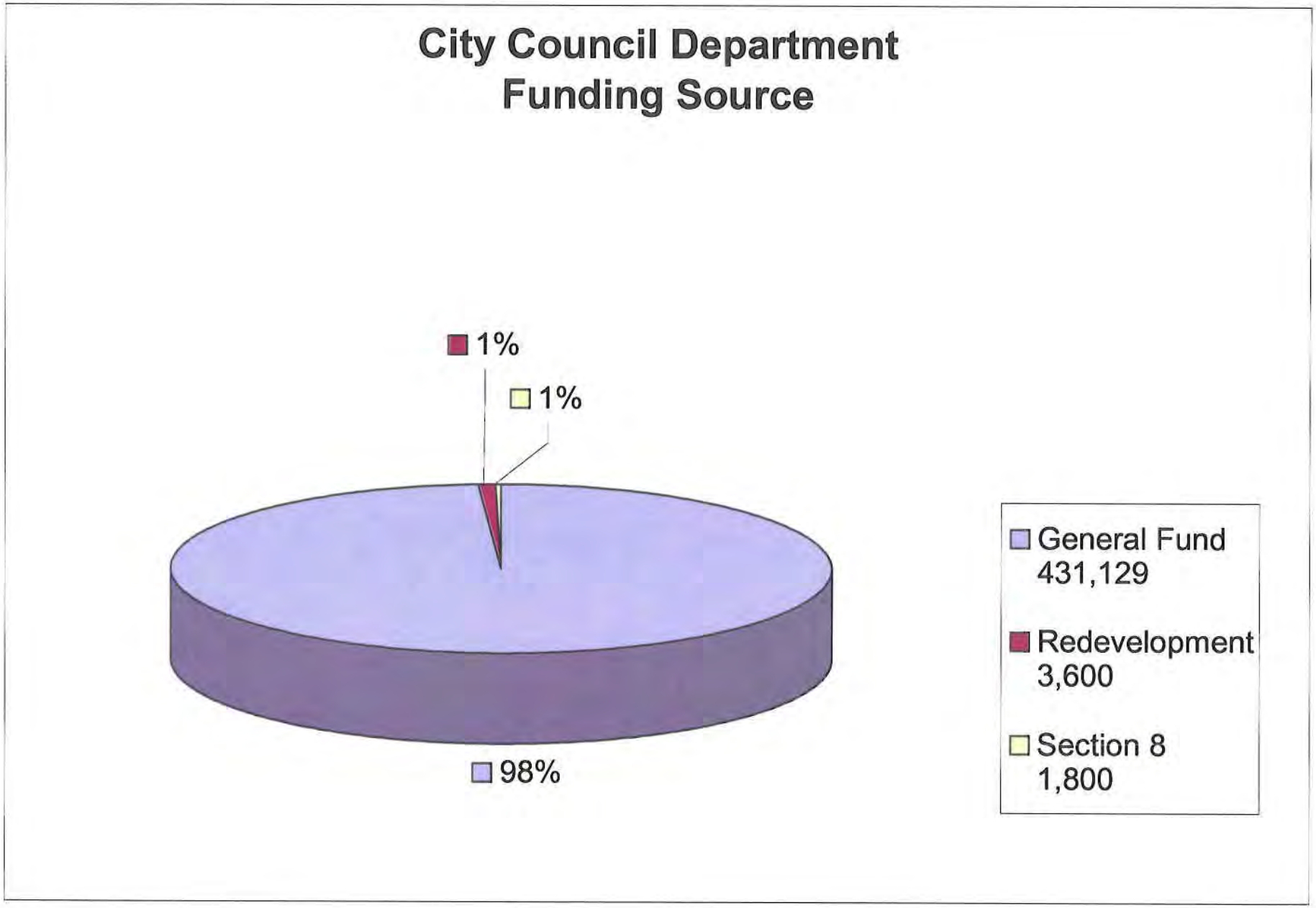
MISSION:

The City Council, which consists of a Mayor and a four member Council, is the legislative and policy-making body for the City of Pico Rivera. The Council Members are elected at-large for four-year, overlapping terms of office. The Mayor, who is selected during each Council reorganization, presides over all Council meetings and is the ceremonial head of the City for official functions.

The City Council is responsible to the electorate for keeping pace with changing community needs; for establishing the quality of municipal services and the community environment; for promoting confidence in local government through open conduct of public affairs; and for encouraging constructive citizen participation. The Council determines service levels and revenue obligations through the adoption of an annual budget; authorizes City contracts and expenditures; establishes municipal service goals and operating policies; adopts such regulatory measures as may be necessary to establish community protection; appointing commissions and committees; and hiring the City Manager, City Clerk, City Treasurer, and City Attorney. Council Members represent the City on various intergovernmental organizations to achieve governmental cooperation, legislation, and programs that are consistent with the needs of Pico Rivera's citizens.

The City Council also serves as governing board of the City's Redevelopment Agency, as well as the Commission for the Housing Assistance Agency and Water Authority.

The Maintenance and Operation portion of the City Council budget for the 2008-09 FY was increased by approximately 18% compared to the 2007-08 FY. This was due to the addition of an Executive Assistant.


City Council Department
Funding Source
1%
1%
98%
General Fund
431,129
Redevelopment
3,600
Section 8
1,800

City of Pico Rivera

City Council

Fund/Acct: **010-0100**
520-0100
531-0100

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	223,216	245,297	247,844	327,329
Maintenance & Operation	87,708	125,000	124,559	109,200
Capital Outlay	0	0	0	0
TOTAL	310,923	370,297	372,404	436,529

Source of Funds:	
General Fund	431,129
Redevelopment	3,600
Section 8	1,800
	436,529

City of Pico Rivera

City Council

FULLTIME EQUIVALENTS & SALARIES						
Position	FTE	2006-2007 Adopted Budget	FTE	2006-2007 Adopted Budget	FTE	2008-2009 Proposed Budget
Elected Officials:						
Mayor	1.00	10,900	1.00	9,866	1.00	9,866
Mayor Pro Tem	1.00	10,900	1.00	9,866	1.00	9,866
Council Members	3.00	32,800	3.00	29,596	3.00	29,596
TOTAL:	5.00	54,600	5.00	49,328	5.00	49,328

City of Pico Rivera
City Council

Fund/Acct: **010-0100**
520-0100
531-0100

SALARIES & WAGES					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	67,696	70,227	96,307	131,958
41120	Vacation/Sick Leave	2,096	9,111	1,442	5,087
41200	Hourly Salaries	53,813	54,728	50,608	54,728
41300	Overtime	1,020	1,000	571	100
41500	PERS	26,121	33,151	24,925	43,894
41501	PARS	13,410	16,273	12,461	16,236
41600	Worker's Compensation	0	3,708	0	5,622
41700	Disability Insurance	605	640	670	1,192
41800	Unemployment Insurance	0	720	0	786
41900	Group Health & Life Ins.	34,705	31,297	35,700	41,841
41901	CBI Payments	6,240	6,240	5,900	6,240
41902	Cash Benefit	881	1,100	1,507	1,754
41903	Auto Allowance	14,750	15,000	15,375	15,000
41930	Medicare/Tax employer	1,877	2,102	2,377	2,889
	TOTAL	223,216	245,297	247,844	327,329

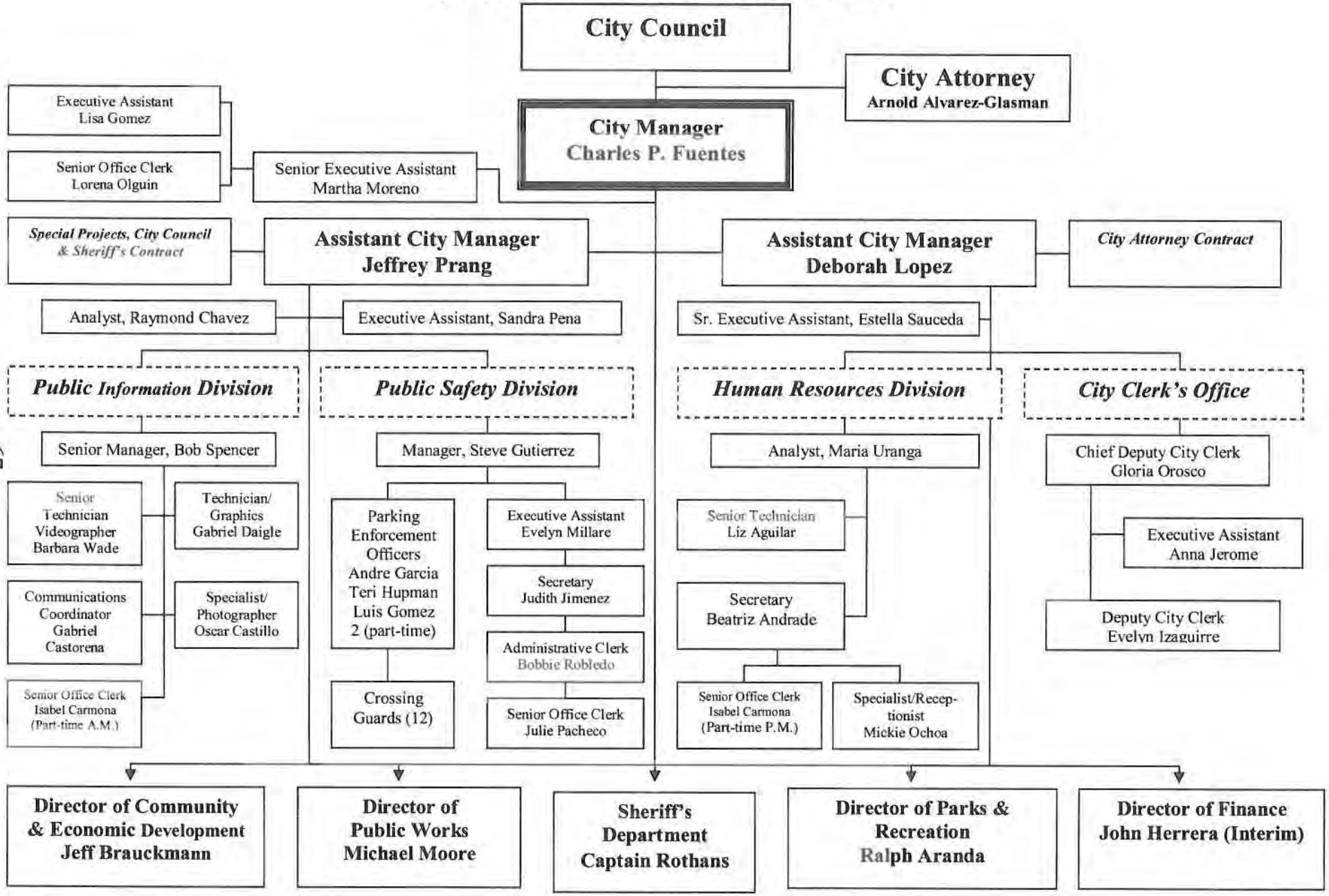
City of Pico Rivera

Fund/Acct: **010-0100**

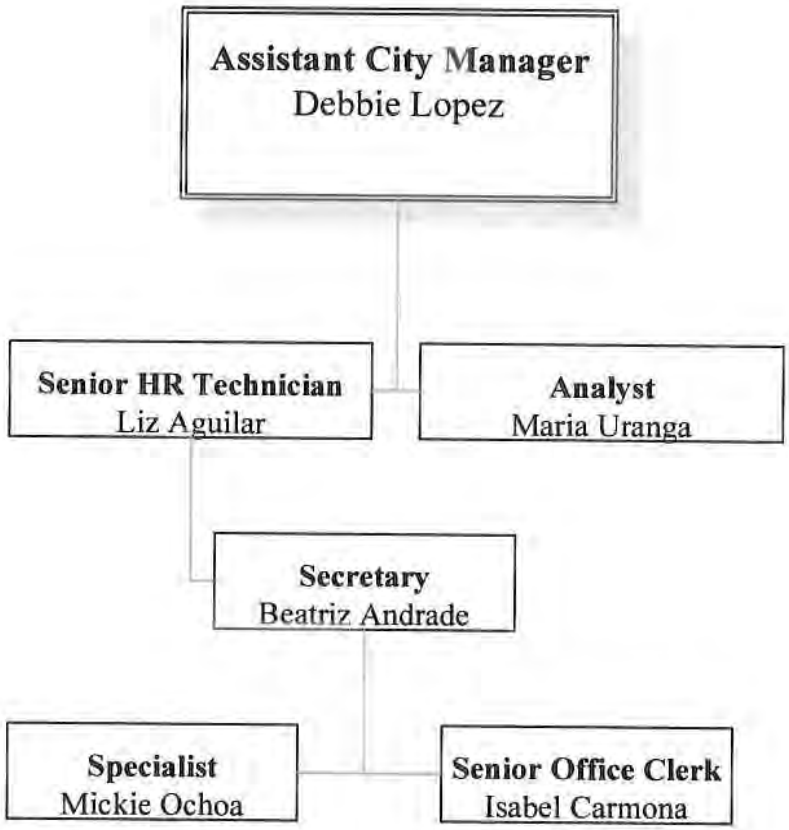
City Council

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage	0	0	0	0
42200	Departmental Supplies	4,455	3,400	10,161	12,000
42300	Advertising	1,000	1,300	1,000	500
42400	Printing & Duplicating	0	0	0	0
42600	Membership & Dues	350	700	700	400
42700	Books & Periodicals	257	500	302	300
43200	Mileage Reimbursement	0	100	0	0
43300	Equip Maint & Rental	0	100	0	0
43500	Small Tools & Equipment	1,949	500	0	0
44100	Special Dept Expense	17,863	30,100	29,896	30,000
44300	Telephone	5,444	13,300	6,462	6,000
44800	Conventions & Meetings	39,312	65,000	64,639	45,000
44820	Youth Group Support	17,077	10,000	11,400	15,000
44900	Schools & Training	0	0	0	0
	TOTAL	87,708	125,000	124,559	109,200

ADMINISTRATION 2008 - 2009



Human Resources Division 2008-2009



PROGRAM STATEMENT
City Manager

MISSION:

The City Manager serves as the Chief Executive Officer of the City of Pico Rivera. The City Manager is appointed by and serves under the direction of the City Council. The City Manager also serves as Executive Director of the Pico Rivera Redevelopment Agency. Specific service objectives are:

- Provide overall direction and coordination of City operations and community redevelopment programs to ensure that the City Council adopted service objectives are met or exceeded, and that costs do not exceed budget restrictions.
- Provide continual monitoring and evaluation of services and programming to assure the City Council that City services, laws, and programs remain relevant to community needs and are administered in an equitable manner.
- Provide useful and timely data to the City Council and the Redevelopment Agency Board so that alternatives are considered and decisive policy action is taken to accommodate changing needs and conditions without crisis and without interruption in services.
- Oversee an aggressive program of resource development that results in measurable increases in the productivity of City operations each year, procurement of available grant funds to achieve special projects, and new commercial and industrial development that expands the economic base of the City.

In addition, the City Manager serves as the Executive Director of the Housing Assistance Agency and Water Authority.

The City Manager's overall budget for the 2008-09 FY is expected to decrease by approximately 2% compared to the 2007-08 FY. This is due to the decrease in salaries.

KEY ACHIEVEMENTS 2007-2008:

- Ensured City Council was fully informed on issues.
- Provided timely, complete, and accurate City Council reports.
- Provided clear and concise direction to the Executive Management team.
- Provided timely, accurate and efficient public information and communications services to both City staff and City residents.
- Provided effective representation of the City's interests in the region and the state.
- Continued to encourage departments to avidly pursue grant funding.
- Continued advancing the City's customer service strategy.

PROGRAM STATEMENT
City Manager

KEY GOALS FOR 2008-2009:

- Ensure that City government is honest, open, efficient and fair in serving the citizens of Pico Rivera.
- Ensure that the organization of the City staff is appropriate to efficiently achieve the goals established by the Council.
- Continue to implement changes necessary to ensure fiscal accountability and efficiency in all aspects of City operations as well as meeting all reporting requirements established by Federal and State regulations.
- Continue to build equipment replacement funds that will allow the City to replace capital equipment without incurring additional debt.
- Continue to build adequate reserves in all major funds to provide a buffer if revenues do not perform as projected, or in case of emergencies.
- Continue the City's on-going efforts of increasing sales tax revenue and stimulation of future growth.
- Continue to improve the infrastructure throughout the City, to include water system, storm drain system, sewers, and streets.
- Continue overseeing and monitoring the progress of established programs and services provided by all departments and divisions to ensure that community needs are met.
- Continue to provide excellent public safety services to the citizens and visitors of Pico Rivera.
- Obtain a clear understanding of the City Council's vision and goals and the Council's expectation of the City Manager.
- Work with the Council to understand and comply with the statutory responsibilities of the City Manager and the Council.

PROGRAM SUMMARY
Public Safety

MISSION STATEMENT:

The Public Safety Division provide for the public's safety within the City's residential communities, commercial, industrial, and retail centers, and in recreational open space. In partnership with the Los Angeles County Sheriff's Department, Public Safety seeks to provide timely, efficient, and effective law enforcement and law enforcement support services and resolves to promote activities and resources that focus on programs and services designed to make Pico Rivera a safe city to live, work, and play in.

DEPARTMENT PROGRAM STATEMENT:

Parking Enforcement enforces the Pico Rivera Municipal Code and the California Vehicle Code, while also applying as much reasonableness and fairness as possible. Parking Enforcement Officers are necessary to:

- Control the number of cars parked on already crowded City streets.
- Allow for proper street sweeping.
- Protect public streets from damage caused by overweight vehicles.
- Ensure safe driving conditions.
- Ensure emergency vehicle access.
- Preserve neighborhood aesthetics and property values.
- Eliminate improperly registered vehicles from City streets.

The *Crossing Guards* are responsible for the safety of school children crossing the street at their assigned intersections. They also serve as additional eyes and ears for law enforcement personnel, keeping especially alert for unsafe drivers who put children at risk.

Inoperable Vehicle Program enhances neighborhood aesthestics and quality of life. Public Safety staff works together to eliminate improperly registered vehicles from City streets and reduce the parking and storage of abandoned vehicles.

Based on the concept of "neighbors helping neighbors", the *Neighborhood Watch Program* serves the community by working with Public Safety and the Sheriff's Department to reduce crime. Neighborhood Watch members, acting as additional eyes and ears for the Sheriff's Department, report criminal and suspicious activities in their neighborhoods. This program partners with other City services to expand public information and education opportunities.

Public Safety and Sheriff's Dept. personnel continue to advance the goals of the *Graffiti Abatement Program.* This comprehensive approach to mitigating or eradicating a persistent social problem continues to use the Graffiti Analysis Intelligence Tracking System to help combat graffiti. The Graffiti Tracker System has proven to be very successful since introduced in September of 2006. .

PROGRAM SUMMARY
Public Safety

PERFORMANCE WORKLOAD MEASURES FOR 2008-2009:

- Number of graffiti arrests from the Graffiti Tracking System.
- Amount of restitution collected.
- Number of inoperable vehicles abated.
- Number parking citations issued.
- Amount collected for parking violations.
- Number of vehicles towed.

KEY ACHIEVEMENTS IN 2007-2008

- Using the Graffiti Tracking System, law enforcement arrested over 130 juveniles and adults for graffiti-related crimes.
- The City collected over $ 25,000 in restitution.
- Over 300 inoperable vehicles were abated
- 18,000 parking citations were issued.
- 200 vehicles towed.
- Over $800,000 collected in parking enforcement fines.
- 107 vehicles cited, of which 15 were towed, under new "Vehicle For Sale" ordinance.

KEY GOALS FOR 2008-2009:

- Continue the multi-faceted Graffiti Abatement Program with emphasis on education, apprehension, prosecution, and restitution.
- Increase the amount of collected restitution owed the City.
- Institute a regular billing program for restitution owed to the City.
- Expand the Neighborhood Watch Program and bring under the City's oversight.
- Institute a proactive program for the removal of inoperable or abandoned vehicles.

PROGRAM STATEMENT
Business/Community Outreach

MISSION STATEMENT:

Business & Community Outreach Division is committed to enhance and improve the quality of life and to promote positive growth in the City of Pico Rivera. This will be accomplished through increased awareness, and participation of community programs and services aimed at local businesses, schools and neighborhoods. The division is responsible for the development and implementation of five programs (Community/Business Outreach, Environmental/Recycling, Transportation, Sister City and the Sports Arena Complex).

DEPARTMENT PROGRAM STATEMENT:

Environmental/Recycling: The Division Analyst monitors the State mandated AB939 Solid Waste diversion and compliance reporting. Based upon 2006 year numbers (the latest reporting year) the City has reached and surpassed the State-mandated diversion rate and is currently awaiting approval for a submitted 58% diversion total. Staff is currently working with the City's franchised waste hauler to expand the City's automated collection program to include the collection of green waste, which is currently collected manually. In addition to solid waste, staff manages the promotion and implementation of the Used Oil Block Grant and California Beverage Container Recycling Grant and Waste Management programs.

Community/Business Outreach: The Community/Business outreach program provides assistance to businesses in Pico Rivera both small and large. A healthy business community is a driving force that supports the City, through the generation of jobs and tax revenues. Sales and property tax revenue generated by the business community are a major source of funding essential for City services such as police, fire, parks, libraries, and other traditional services.

Transportation: Monitor current Dial-a-ride contract with Southland Transit Inc. for performance and compliance of city-wide paratransit service to the elderly and disabled. Perform quarterly inspections of dial-a-ride buses. Monitor monthly participation reports in preparation of MTA annual National Transit Database reports. Plan and review
related transportation projects utilizing Proposition A funds. Monitor MTA bus pass subsidy program and bus shelter maintenance program.

Sports Arena Complex: The Division Analyst monitors compliance of the concessionaire agreement of the Pico Rivera Sports Arena. In addition, participates with the State Rivers and Mountains Conservancy/Water Quality Authority in preparation of the Development update of the Whittier Narrows Recreation Master Plan.

PROGRAM STATEMENT
Business/Community Outreach

Sister City Commission:
In order to better coordinate the goals of the Sister City partnership, the new commission would work under the guidance of a staff liaison to ensure that all issues dealing with the mission of the Sister City partnership, (i.e. Brown Act requirements, terms of office, attendance requirements, conduct of meetings), and other duties are adopted and strictly maintained.

PERFORMANCE/WORKLOAD MEASURES:

Environmental/Recycling:

- Maintain City Solid Waste Diversion at 50% or greater.
- Initiate automated or alternative residential greenwaste collection program.
- Increase collection of recyclables from residential, commercial, and industrial sector.
- Introduce recycling programs to El Rancho Unified School District.

Community/Business Outreach

- Assist businesses and promote retention and economic development.
- Provide businesses with updated demographic data on Pico Rivera.
- Conduct business visits to discuss owner's needs, concerns, expansion plans.
- Coordinate business special activities such as Business Watch, Small Business and Non-Profit Business Seminars, business surveys.
- Work with local Chamber of Commerce.
- Work with other divisions in coordinating community meetings or special community outreach activities.

KEY GOALS & OBJECTIVES FOR 2008-2009:

Environmental/Recycling:

- Development of a new environmental/recycling information brochure.
- Expand environmental/recycling programs at local elementary schools.
- Secure 2 new Used Oil Recycling Centers.
- Establish partnerships with local recycling collections centers.
- Modify current curbside collection to include greenwaste.
- Update of the Whittier Fertilizer operation license with the USACOE.

Community/Business Outreach:

- Establish 2 additional Business Watch groups.
- Establish working partnership with Chamber of Commerce.
- Create new business assistance brochure.
- Host a Law Enforcement Appreciation Day.
- Host a "One Book Once City" community reading program.

Transportation

- Analyze current transportation programs and expand paratransit service to include fixed routes.
- Submit 2009 National Transportation Database report.
- Coordinate replacement of two dial-a-ride busses.

Sports Arena Complex

- Update various amendments to the Pico Rivera Sports Arena Complex.
- Coordinate the cleanup and opening of the former Bicentennial Park Campground to passive recreational use.
- Continued participation in the Development Update of the Whittier Narrows Master Plan.

Sister City Commission:

- Coordinate 2008 visitation delegation to San Luis Potosi Mexico.
- Work with Commission to develop business/economic development opportunities.
- Work with Commission to develop student exchange program.

This page left intentionally blank

PROGRAM STATEMENT
City Clerk

MISSION STATEMENT:

It is the intent of the City Clerk to provide the best possible service to the general public and the electorate of the city of Pico Rivera. The department's staff shall strive to ensure open, accurate, and timely documentation of local legislative action(s) as well as the efficient maintenance of its legislative history. The major functions of the department include: administering city council meetings; records management; assisting, as necessary, with federal/state/local elections; and providing responses to requests for public information, all of which staff concentrates on handling in an efficient and professional manner.

DEPARTMENT PROGRAM STATEMENT:

The City has contracted with the County of Los Angeles for the conduction of our municipal elections however the Pico Rivera City Clerk remains the election official for the City and is the custodian of the official City Seal. In addition to this the City Clerk's department ensures that the following responsibilities are carried out in an efficient and effective manner:

- The City Clerk is the filing official for the Fair Political Practices Commission for the reporting of financial information (Form 700)
- The City Clerk administers and maintains Conflict of Interest Statements of all "designated" employees
- Administering the City Council/Redevelopment Agency meetings, as well as Water Authority and Housing Agency; preparing the agendas and packets and making such available in accordance with the Brown Act and PRMC.
- Prepares minutes of City Council/Redevelopment Agency, Water Authority, and Housing Agency meetings; input legislative actions taken by City Council into its records management software program.
- Verifies publishing of legal notices and posts required notices.
- Administers oaths of office to City Council, Planning Commissioners, and all other appointed commissioners of the City of Pico Rivera
- Assists with the formal bid process

Records Management: the City Clerk serves as the custodian of records and thus is required to index and manage City Council minutes, resolutions, and ordinances approved and/or adopted by its legislative body. In addition, the Department:

- Maintains computerized records management of legislative actions and presently provides inter-department research of information as necessary
- Provides public records information in accordance with the PRA
- Provides adopted ordinance information to Code codifying company to update the City Municipal Code

Records Management (continued):

- Oversee the approved State Retention Guidelines (as adopted by City) and provide guidance to staff when necessary
- Oversee the approved State Retention Guidelines (as adopted by City) and provide guidance to staff when necessary
- Coordinate records destruction with other departments to ensure timely and cost saving activities
- Oversee the review and audit of City Clerk's records for proper destruction when necessary in accordance with the adopted State Retention Guidelines

PERFORMANCE WORKLOAD MEASURES:

- Continue to provide customer service in a professional; efficient, and friendly manner
- Assist as necessary during federal, state, and local elections to provide information to the general public and respond to any needs of the County of Los Angeles Register Recorder's Office
- Continue to maintain official records of the City in an efficient manner ensuring the proper indexing and documentation as necessary
- Provide ordinance information to municipal codifier and ensure timely updates, and that adopted ordinances receive the proper posting or publication as required
- Verify changes to the records management software program; distribute available licenses to departments and provide necessary training
- Continue to monitor, review, and audit records filing processes - both electronic and manual (hard copy) file, making necessary changes to ensure best filing practices
- Ensure that contract/agreement record keeping practices are in place and audited in order determine in advance any contracts expiring and keeping departments updated of same

KEY ACHIEVEMENTS IN FISCAL YEAR 2007-2008

- Reviewed, revised, and completed the "Handbook for Public Officials – Advisory Boards, Commissions, and Committees
- Eliminated the Annotated Agenda process saving time and redundant activity
- Completed initial review of Records Management Software Program with noted inadequacies and comments for improved indexing and tracking and implemented process to improve and correct
- Began assessment of off-site records storage facility to determine content and storage compliance with records retention schedule and determined need for bi-annual records "clean-up & out"
- Completed 1st bi-annual destruction of records in December 2007
- Commenced review of off-site records (City Clerk's) for determination of destruction
- Began assessment of City Clerk's legislative documents (hard copies), noting conflicts between current filing practices and actual filing requirements

PROGRAM STATEMENT
City Clerk

- Began outreach program to local elementary schools for members of the student body to participate in the pledge of allegiance and invocation portions of the City Council meetings
- Chief Deputy City Clerk provides on an on-going basis necessary staff training and guidance, also ensuring that formal outside training is attended and also made available to staff

KEY GOALS & OBJECTIVES FOR 2008-2009

- Continue with assessment of all records management practices in place to ensure compliance with adopted retention schedule
- Initiate remodeling/redesign of vault in City Clerk's office to provide an efficient and improved work area
- Provide training and guidance to city department staff to enlighten and ensure compliance with approved retention schedule
- Continue contact with local elementary schools to introduce students to the local government process
- Provide city departments access to the City Clerk's records management software program, as well as training for search and retrieval of the city council's legislative action (minutes/resolutions/contracts/ordinances)

This page left intentionally blank

PROGRAM STATEMENT
Human Resources

Organizational Development

- Hosted and sponsored over 26 training sessions through South East Los Angeles County Employment Relations Consortium, California Joint Powers Insurance Authority, Cal Poly Pomona, CalPERS, and other agencies. Training included: CPR/First Aid Safety; Forklift Operation, Lock Out/Tag Out, Leadership Academy, Respirator Certification; Preventing Workplace Harassment and Discrimination; Driver Awareness; Blood Borne Pathogens, Professional Communication Strategies, Move for a Health Life, Healthy Back, and Public Records Requests & Drafting Ordinances.
- Continued to provide support to departments and divisions in the areas of policy interpretation, disciplinary issues and workers' compensation.
- Developed Confidentiality and E-Mail Retention Policies and revised Travel Policy.
- Identified organizational training needs and requisitioned appropriate trainers.
- Provided guidance with regard to disciplinary matters, compensation, classification, recruitment and other personnel issues.
- Human Resources is now servicing three (3) additional bargaining units and entered into negotiations for four (4) of these units.

Worker's Compensation/Claims

- Processed 25 workers' compensation claims.
- Processed 38 liability claims.
- Implemented the Modified Duty program for injured employees that has drastically minimized lost work days and resulted in a reduction in our workers' compensation liability.
- Continued administering workers' compensation program.
- Continued partnership with Southern California Risk Management Associates in order to manage workers' compensation claims effectively.

KEY GOALS & OBJECTIVES FOR 2008-2009

- Revise the Classification and Compensation Plan.
- Establish a comprehensive Tuition Reimbursement program.
- Development and implement an Employee Wellness program
- Complete an actuarial study on Other Post Employment Benefits.
- Provide continuing opportunities for training and education.
- Continue to research and improve employee programs aimed at employee satisfaction and retention.
- Continue to develop strategies to market the City and its jobs effectively to generate pools of well-qualified candidates to fill job vacancies.

PROGRAM STATEMENT
Human Resources

MISSION STATEMENT:

Our mission is to provide a useful source of information to assist in serving the needs of the City's approximately 150 full-time and 282 part-time employees as well as to provide a superior source of information and services accessible to the general public.

Human Resources is committed to satisfying the needs of all City employees and external customers in a positive, professional and efficient manner.

DIVISION PROGRAM STATEMENT:

The Human Resources division is responsible for a comprehensive human resource program, including: recruitment of qualified applicants; new employee orientations; retirement processing; acquisition and administration of employee benefits; policy development and administration; employee development and training; job classification and compensation; labor relations; employee assistance programs; maintenance of personnel records and the City's personnel database; and overseeing the volunteer program, and workers' compensation and claims administration program.

KEY ACHIEVEMENTS FOR 2007-2008

Recruitments

- Conducted 64 recruitments, resulting in 23 new full-time employees and over 76 part-time or seasonal new hires.
- Reviewed and processed approximately 1,100 employment applications.
- Purchased and launched the NEOGOV system, an on-line applicant tracking system that has simplified the application process for both applicants and staff.
- Amended seven (7) full-time classification specifications in order to suit the minimum qualifications to current trends and certification requirements, and to allow for a better yield of qualified candidates.

Employee Benefits

- Organized annual Health Fair and provided one-on-one employee open enrollment and new employee orientation consultation regarding employee benefits.
- Assisted with various employee retirements and resignations and provided information for benefit transitions.
- Introduced the "Lunch and Learn" series to educate employees on their health plans and finances.
- Hosted a flu shot clinic and two (2) blood drives.
- Interacted with benefit providers and vendors to provide employees with quality services including deferred compensation plans, credit union and employee assistance program.

PROGRAM STATEMENT
Public Information Division

MISSION:
The Public Information Division is responsible for the planning and implementation of a comprehensive internal and external communications program in support of City programs, policies and objectives.

DIVISION PROGRAM STATEMENT
The Division designs and produces a variety of community information, promotion and marketing materials and special writing projects, including the monthly Profile newsletter. The Division manages the City's cable television channel, including the production of local TV programming, provides graphics, photography and video support to other City departments, and provides a range of writing and ceremonial services as required to the offices of the City Manager and City Council. The Division also produces special events, manages media relations and crisis management, provides business liaison and support, and develops short and long term communications campaigns and strategies.

In 2007, the Division was honored with four awards of excellence from the California Association of Public Information Officers (CAPIO), becoming only the second city ever to win four awards in one year. The Division took top honors for the Best Newsletter and Best Writing, and received second- and third-place honors for Best Innovative Feature and Best Public Safety Campaign respectively. Also in 2007, the Division created a new Technician position to support the increase in television operations and on-location videotaping.

KEY ACHIEVEMENTS FOR 2007-2008:
During the previous year, the Division accomplished several major goals and objectives. These included:

- A continued increase in the production of local television programs. Local productions now accounts for 60% of CTV3 programming.
- The coordination and design of a wide range of special events, marketing and promotional materials relating to the City's 50th Anniversary celebrations.
- The installation of basic cable hook-ups at 11 City facilities.
- The coordination of a series of ceremonial City Council meetings.

KEY GOALS FOR 2008-2009:

- Continue a wide variety of tasks and assignments associated with the 50th Anniversary celebrations, including the completion of a commemorative DVD.
- The design, implementation and management of a new City website and intranet site.
- The development of a new monthly sport show on CTV3 covering all aspects of the City's junior and senior sports leagues and programs.

This page left intentionally blank

PROGRAM SUMMARY
City Attorney

MISSION:

The City Attorney acts as the City's legal counsel. In this capacity, the City Attorney advises the City Council and staff on legal matters relating to the operation of the municipal government and is responsible for the review and preparation of resolutions, ordinances, and agreements. The services of the City Attorney are provided via contract with Alvarez-Glasman and Colvin (AGC), a private legal firm. AGC also provides special legal services for personnel matters, labor relations, and municipal code prosecutions. Specific service objectives are:

- Provide expert legal advise to the City Council and its committees and commissions, as well as the City Manager, and all City departments so that policies are established and programs administered according to the legal guidelines established by City, State and Federal laws.
- Ensure the City and its officers are properly represented in all actions arising from performance of City business.
- Ensure that all City ordinances, resolutions, agreements and contracts are correct as to form.

KEY ACHIEVEMENTS 2007-08:

- Attended City Council meetings as scheduled.
- Attended City commission meetings as scheduled.
- Responded to formal requests for attorney services within agreed upon timeframes.
- Provided appropriate and accurate legal advice.

KEY GOALS FOR 2008-09:

- Provide legal advice and counsel to the City, its elected and appointed officials, its Boards, Departments, and Agencies, including the Redevelopment Agency, Housing Assistance Agency, and Water Authority.
- Prosecute and defend all suits for and on behalf of the City, as authorized by the City Council.
- Prepare or approve all contracts, bonds, and other instruments in writing in which the City is concerned, and render opinions upon questions of law.
- Provide administrative staff and legal counsel to conduct all City Prosecutor Hearings.
- Prosecute municipal ordinances not tied with a state statue(s).
- Effectively represent the interests of the City by minimizing liability and defending against claims.
- Practice the art of preventive lawyering by avoiding unnecessary, unproductive lawsuits, or legal problems. These goals can be met by knowing the law through continuing legal education courses and advising the City Council, Commission, City Manager, Department Heads, and employees on legal issues before they ripen into litigation.

This page left intentionally blank

PROGRAM STATEMENT
Law Enforcement – Sheriff

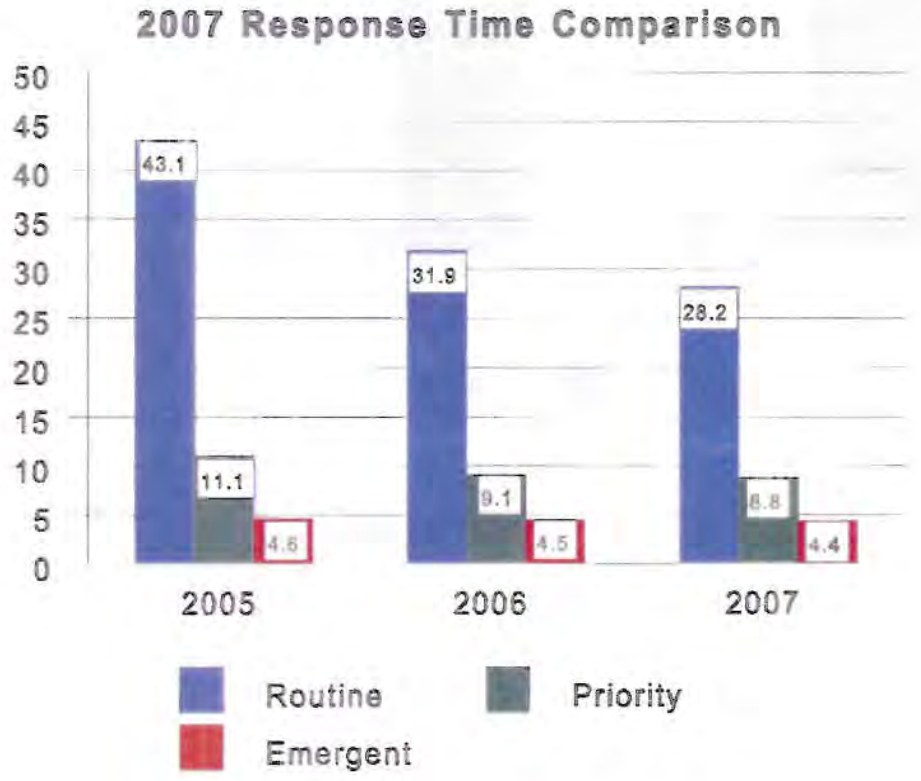
MISSION STATEMENT:

Lead the fight to prevent crime and injustice. Enforce the law fairly and defend the rights of all. Partner with the people we serve to secure and promote safety in our communities.

PERFORMANCE WORKLOAD MEASURES:

2007 Average Response Times

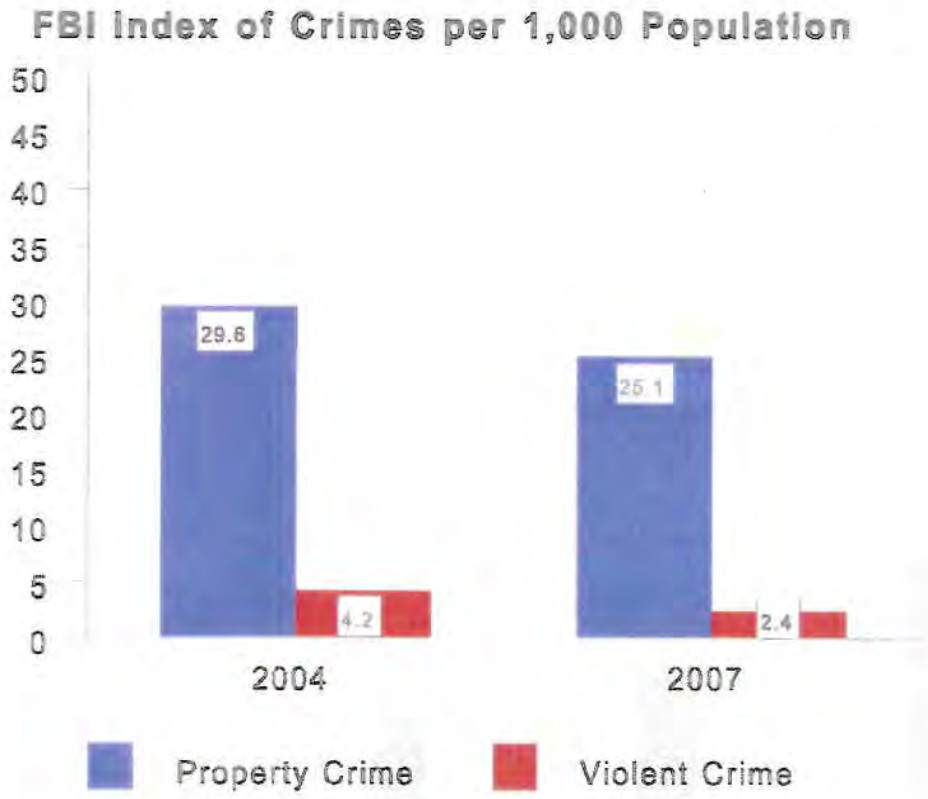
Calls for service are classified in three categories: Emergent, Priority, and Routine. The Sheriff's Department's goal is to respond to all Emergent calls for service in less than10 minutes, Priority calls in less than 20 minutes, and Routine calls in less than 60 minutes. In 2007, deputies responded to 878 Emergent, 3,781 Priority, and 18,583 Routine calls for service in the city of Pico Rivera. Response time were reduced significantly in 2007. Routine response times were reduced 12% from 31.9 minutes to 28.2 minutes. Priority response times were reduced 3% from 9.1 minutes to 8.8 minutes, and Emergent response times were reduce 2% from 4.5 minutes to 4.4 minutes.



PROGRAM STATEMENT
Law Enforcement – Sheriff

Crime

The Sheriff's Department measures crime with the FBI index of Part I crimes. The FBI index of crimes includes homicide, rape, aggravated assault, robbery, burglary, larceny, motor vehicle theft, and arson. Since 2004, per capita violent crime in Pico Rivera has reduced 15%, and property crime decreased 43%.



PROGRAM STATEMENT
Law Enforcement – Sheriff

KEY ACHIEVEMENTS FOR 2007-2008:

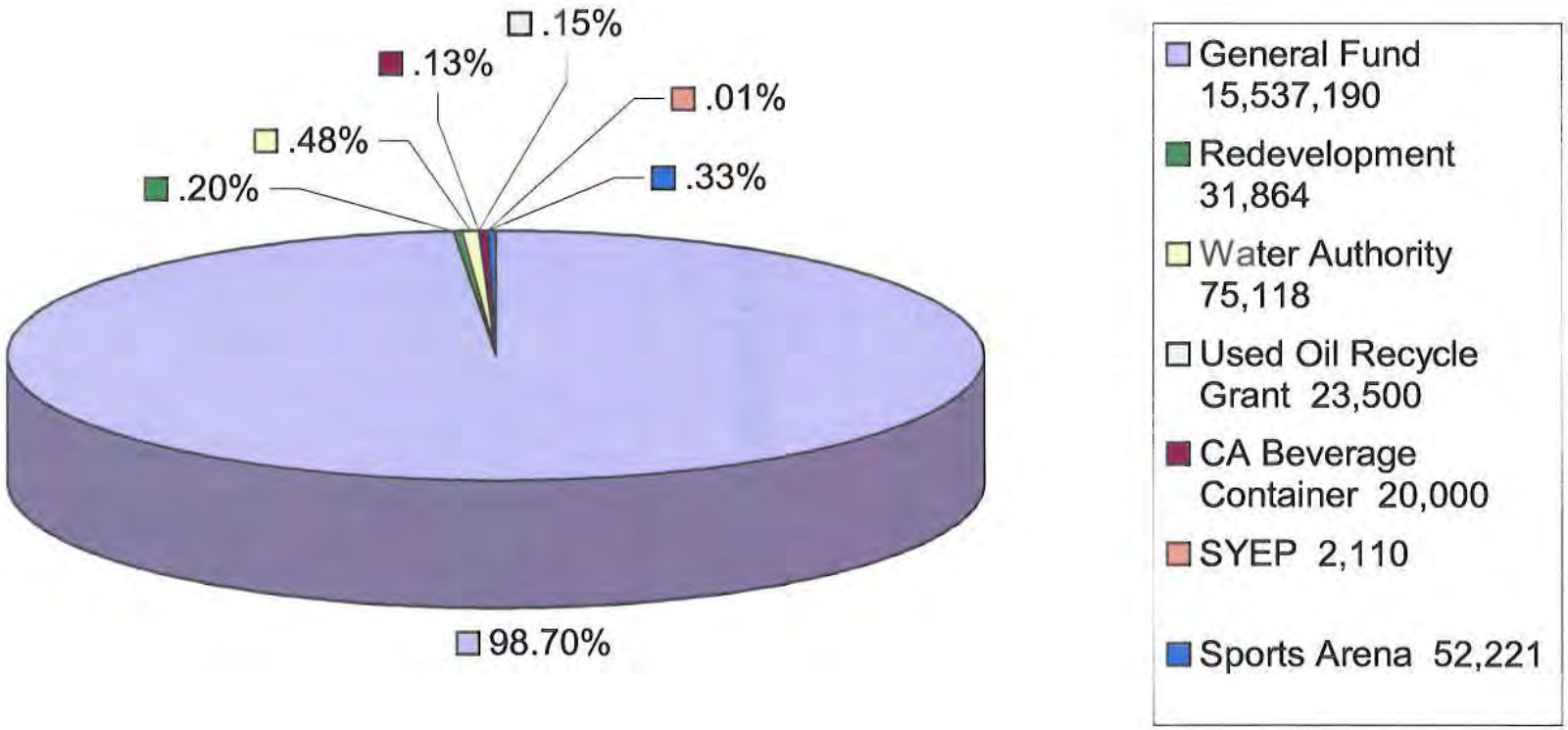
- In 2007, violent crime was reduced by 20% compared to 2006, and 42% when compared with 2005.
- Reduced, through targeted traffic enforcement, the number of people injured by traffic collisions by 7.2%, the number of hit and run collisions by 27.3%, and the number of automobile versus pedestrian collisions by 4.1%.
- Increased the city of Pico Rivera's Traffic Enforcement Index from 47.1 to 47.9.
- Reduced criminal activity and the volume of cruising on Whittier Boulevard
- Conducted two directed patrol operations targeting all of the city's sex registrants to ascertain if they were in compliance with their conditions of release.
- Met the Fiscal Year 07/08 Goal of increasing the Pico Rivera Station Clergy Council from 10 to 15 members. The mission of this group is to help with gang intervention and crisis counseling for residents and Pico Rivera Station employees.
- Met Fiscal Year 07/08 goal of reducing response times to calls for service.
- Created the P.R.I.D.E. (Pico Rivera Individual Development in Ethics) program to help at-risk youth in this community.
- Graduated 49 youth members from the P.R.I.D.E. program.
- Through the Pico Rivera Gang Task Force, we worked closely with various County agencies, including representatives from Supervisor Gloria Molina's Office, to address quality of life issues in Pico Rivera.
- Obtained $340,000 in funding from Los Angeles County for interior station remodeling which included the expansion of the men's and women's locker rooms, relocating the employee kitchen/break room, relocating the interview rooms, expansion of the evidence storage room, relocating and expansion of the station armory, and the creation of a secure juvenile detention room.
- Obtained funding from the city and county for the creation of a Vandalism Enforcement Team. This team works full-time to reduce graffiti in the city of Pico Rivera and the unincorporated County areas under the jurisdiction of Supervisorial District 1.

KEY GOALS FOR 2008-09:

- Reduce Part I crime by 2%.
- Further reduce violent crime by an additional 5%.
- Graduate 60 youth from the P.R.I.D.E. program.
- Increase the Volunteers on Patrol Program by an additional eight volunteers.

This page left intentionally blank

Administration Department
Funding Source



This page left intentionally blank

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	2,509,346	2,980,430	2,635,301	3,203,713
Maintenance & Operation	9,249,170	10,740,397	10,681,980	12,371,490
Capital Outlay	34,085	18,055	15,900	166,800
TOTAL	11,792,601	13,738,882	13,333,181	15,742,003

Source of Funds:	
General Fund	15,537,190
Redevelopment	31,864
Water Authority	75,118
Used Oil Recycle Grant	23,500
CA Beverage Container	20,000
SYEP	2,110
Sports Arena	52,221
	15,742,003

FULLTIME EQUIVALENTS & SALARIES						
Position	FTE	2006-2007 Adopted Budget	FTE	2007-2008 Adopted Budget	FTE	2008-2009 Proposed Budget
Full-Time:						
City Manager	1.00	145,000	1.00	150,000	1.00	179,375
Assistant City Manager	1.00	133,380	1.00	137,826	2.00	297,852
Senior Manager	0.00	0	1.00	92,304	0.00	0
Senior Executive Assistant	2.00	125,340	2.00	127,646	2.00	134,757
Executive Assistant	1.00	56,964	2.00	114,445	2.00	118,443
City Clerk	1.00	76,930	1.00	105,203	0.00	0
Deputy City Clerk	1.00	58,320	1.00	63,065	1.00	68,544
Formerly Administrative Services Division:						
Manager	1.00	81,250	1.00	81,250	1.00	83,591
Secretary	1.00	49,286	2.00	86,636	2.00	91,616
Parking Enforcement Officer	3.00	123,904	4.00	169,606	4.00	168,632
Senior Analyst	1.00	78,174	1.00	78,174	0.00	0
Administrative ClerkII	1.00	39,581	1.00	41,586	1.00	41,586
Senior Manager	0.00	0	1.00	91,856	2.00	192,598
Executive Assistant	2.00	98,796	1.00	53,008	2.00	119,901
Sr. Public Information Officer	1.00	87,838	0.00	0	0.00	0
Senior Coordinator	1.00	69,792	0.00	0	0.00	0
Senior Technician	2.00	135,570	2.00	134,172	2.00	143,024
Technician	3.00	147,905	1.00	57,195	2.00	107,813
Analyst	1.00	65,002	2.00	130,262	2.00	140,473
Web Coordinator	0.00	0	1.00	49,150	1.00	51,660
Part Time:		173,400		48,768		44,920
Hourly Specialist	0.00		0.00		1.00	
Senior Office Clerk	0.37		0.37		0.37	
Commissioners	6.00	3,600	6.00	3,600	6.00	3,600
Formerly Administrative Services Division:						
Crossing Guard	3.97	110,233	3.97	110,233	3.97	115,153
Specialist (LASD)	1.00		1.00		1.00	
Specialist (Parking) (2)	2.37	61,547	2.37	61,547	2.37	56,627
Administrative Interns (2)	0.57	6,728	0.57	6,728	0.57	6,728
Specialist (Communication)	2.96	34,222	2.96	34,437	2.96	66,910
Specialist (SEOP,CPOP,BNO)	2.72	47,900	2.72	47,900	2.72	37,500
TOTAL:	43.96	2,010,662	45.95	2,076,598	47.95	2,271,302

City of Pico Rivera
Administration Department
City Manager

Fund/Acct: **010-0200** **550-0200**
520-0200 **590-0200**

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	621,030	843,702	720,209	790,485
Maintenance & Operation	60,702	79,000	78,727	120,540
Capital Outlay	0	0	0	0
TOTAL	681,732	922,702	798,936	911,025

Source of Funds:	
General Fund	800,830
Low & Moderate	0
Redevelopment	31,864
Water Authority	26,111
Sports Arena	52,221
	911,025

City of Pico Rivera
Administration Department
City Manager Division

Fund/Acct: 010-0200 550-0200
520-0200 590-0200

SALARIES & WAGES					
Object	Expenditure	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	399,094	565,256	487,150	519,228
41120	Vacation/Sick Leave	35,675	55,490	47,036	33,076
41200	Hourly Salaries	5,040	10,368	2,580	13,520
41300	Overtime	1,020	1,000	0	1,000
41500	PERS	88,737	107,612	96,944	125,718
41501	PARS	186	2,001	97	545
41600	Worker's Compensation	0	16,874	0	16,522
41700	Disability Insurance	2,166	2,532	1,966	2,367
41800	Unemployment Insurance	10,350	2,000	900	2,089
41900	Group Health & Life Ins.	64,955	65,130	71,067	58,033
41901	CBI Payments	0	0	0	0
41902	Cash Benefit	1,331	1,391	820	893
41903	Auto Allowance	5,858	6,120	3,450	7,200
41904	Technology Stipend	845	0	2,875	2,875
41930	Medicare/Tax employer	5,774	7,928	5,324	7,420
	TOTAL	621,030	843,702	720,209	790,485

City of Pico Rivera

Fund/Acct: **010-0200**

Administration Department

City Manager Division

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage	0	0	94	100
42200	Departmental Supplies	2,136	3,000	4,228	3,000
42300	Advertising	0	0	0	10,000
42400	Printing & Duplicating	0	0	0	0
42600	Membership & Dues	825	1,500	400	400
42700	Books & Periodicals	4,955	1,000	200	1,000
43100	Auto Supplies & Repairs	769	500	1,677	1,200
43200	Mileage Reimbursement	0	0	60	40
43300	Equip Maint & Rental	0	100	0	0
43500	Small Tools & Equipment	0	900	567	800
44100	Special Dept Expense	2,854	10,000	6,300	5,000
44300	Telephone	1,929	2,000	1,950	2,000
44400	Professional Services	0	0	7,452	30,000
44500	Contracted Services	38,037	42,000	37,800	42,000
44800	Conventions & Meetings	9,198	18,000	18,000	25,000
	TOTAL	60,702	79,000	78,727	120,540

City of Pico Rivera

Fund/Acct: **010-0200**

Administration Department

City Manager Division

MAINTENANCE & OPERATION
(Justification & Support Data)
WORKSHEET

Object	Expenditure		2008-2009 Adopted Budget
42600	Membership & Dues		400
	ICSC	100	
	NALEO	100	
	ICMA	200	
42700	Books & Periodicals		1,000
	California City Management Foundation (CCMF)		
	Whittier Daily News		
	Political Pulse		
	Directory of California Legislature		
	Capitol Enquiry (Congress Director)		
43100	Auto Supplies & Repairs		1,200
	Fuel & Auto Maintenance		
44100	Special Department Expense		5,000
	Shirts, Overnight Shipping, Frames		
44400	Professional Services		30,000
	November Ballot Initiative		
44500	Contracted Services		42,000
	Lobbyist		
	Car Lease		
	TOTAL		79,600

City of Pico Rivera

Fund/Acct: **010-0200**

Administration Department

City Manager Division

MAINTENANCE & OPERATION
(Justification & Support Data)
WORKSHEET

Object	Expenditure		2008-2009 Adopted Budget
44800	Conventions & Meetings		25,000
	CCCA Legislative Briefing		
	Sheriff's/City Manager Conference		
	LOCC City Manager's Conference		
	State of the City		
	CCCA Annual Seminar		
	Shopping Center Annual Conference		
	LOCC City Manager/Councilmember Institute		
	LOCC Annual Conference		
	JPIA Risk Management Conference		
	ICMA Annual Conference		
	Washington DC (2)		
	Sister City		
	National League of Cities		
	TOTAL		25,000

This page left intentionally blank

City of Pico Rivera
Administration Department
Public Safety & Parking Enforcement

Fund/Acct: **010-0230**
010-0235

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	720,358	918,319	778,404	828,422
Maintenance & Operation	215,987	227,200	230,250	236,350
Capital Outlay	0	16,455	13,900	2,000
TOTAL	936,345	1,161,974	1,022,554	1,066,772

Source of Funds:	
General Fund	1,066,772
	1,066,772

City of Pico Rivera
Administration Department
Public Safety & Parking Enforcement

Fund/Acct: **010-0230**
010-0235

SALARIES & WAGES					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	370,243	468,735	415,049	400,247
41120	Vacation/Sick Leave	1,810	18,000	3,035	23,616
41200	Hourly Salaries	150,461	171,780	149,824	171,780
41300	Overtime	2,922	5,060	3,355	5,060
41500	PERS	90,481	102,583	93,268	96,910
41501	PARS	5,631	6,489	4,983	6,442
41600	Worker's Compensation	0	20,164	0	12,570
41700	Disability Insurance	3,054	4,330	3,789	3,636
41800	Unemployment Insurance	0	3,061	0	2,203
41900	Group Health & Life Ins.	84,764	104,049	92,503	95,201
41901	CBI Payments	1,640	1,920	1,840	0
41902	Cash Benefit	2,358	2,784	2,722	2,736
41903	Auto Allowance	0	0	0	0
41930	Medicare/Tax employer	6,995	9,364	8,036	8,022
	TOTAL	720,358	918,319	778,404	828,422

City of Pico Rivera
Administration Department
Public Safety & Parking Enforcement

Fund/Acct: **010-0230**
010-0235

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage	57	300	232	150
42200	Departmental Supplies	9,336	6,200	10,714	11,800
42300	Advertising	0	1,000	0	500
42400	Printing & Duplicating	804	5,500	5,080	6,500
42600	Membership & Dues	0	700	100	200
42700	Books & Periodicals	0	0	0	0
43100	Auto Supplies & Repairs	0	500	0	500
43150	Fuel	1,663	1,200	2,746	4,000
43200	Mileage Reimbursement	171	800	328	800
43300	Equip Maint & Rental	0	500	0	3,500
43500	Small Tools & Equipment	273	2,500	0	22,000
44100	Special Dept Expense	4,804	7,300	10,975	6,000
44300	Telephone	318	0	1,210	2,700
44500	Contracted Services	79,660	60,000	59,253	59,000
44540	Court Charges	102,233	108,000	108,010	110,000
44800	Conventions & Meetings	880	2,200	949	1,200
44920	Emergency Preparedness	15,161	30,000	30,000	0
44930	Safety Programs & Materials	628	500	652	7,500
	TOTAL	215,987	227,200	230,250	236,350

City of Pico Rivera

Fund/Acct: **010-0230**

Administration Department

Public Safety & Parking Enforcement

CAPITAL OUTLAY					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
47300	Furniture & Equipment	0	16,455	13,900	2,000
	TOTAL	0	16,455	13,900	2,000

City of Pico Rivera

Fund/Acct: **010-0230**

Administration Department

Public Safety

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	397,975	348,229	335,574	289,754
Maintenance & Operation	45,694	67,800	61,850	45,100
Capital Outlay	0	16,455	13,900	2,000
TOTAL	443,669	432,484	411,324	336,854

Source of Funds:	
General Fund	336,854
	336,854

City of Pico Rivera

Fund/Acct: **010-0230**

Administration Department

Public Safety Division

SALARIES & WAGES					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	203,272	149,327	168,601	100,447
41120	Vacation/Sick Leave	1,467	8,000	2,214	6,704
41200	Hourly Salaries	83,511	115,153	67,416	115,153
41300	Overtime	339	1,560	533	1,560
41500	PERS	44,666	32,680	46,760	24,321
41501	PARS	3,238	4,347	2,113	4,318
41600	Worker's Compensation	0	8,202	0	3,164
41700	Disability Insurance	1,560	932	1,375	755
41800	Unemployment Insurance	0	853	0	818
41900	Group Health & Life Ins.	52,768	22,359	41,615	28,903
41901	CBI Payments	1,640	192	400	0
41902	Cash Benefit	1,216	638	878	360
41903	Auto Allowance	0	0	0	0
41930	Medicare/Tax employer	4,298	3,986	3,669	3,251
	TOTAL	397,975	348,229	335,574	289,754

City of Pico Rivera

Fund/Acct: **010-0230**

Administration Department

Public Safety Division

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage	46	300	217	100
42200	Departmental Supplies	6,222	3,200	5,882	5,800
42300	Advertising	0	1,000	0	500
42400	Printing & Duplicating	0	4,000	1,080	500
42600	Membership & Dues	0	500	100	0
42700	Books & Periodicals	0	0	0	0
43100	Auto Supplies & Repairs	0	0	0	0
43200	Mileage Reimbursement	160	500	284	500
43300	Equip Maint & Rental	0	500	0	500
43500	Small Tools & Equipment	273	500	0	0
44100	Special Dept Expense	4,372	6,800	3,880	2,000
44300	Telephone	(40)	0	807	2,700
44500	Contracted Services	18,000	18,000	18,000	24,000
44800	Conventions & Meetings	872	2,000	949	1,000
44920	Emergency Preparedness	15,161	30,000	30,000	0
44930	Safety Programs & Materials	628	500	652	7,500
	TOTAL	45,694	67,800	61,850	45,100

City of Pico Rivera

Fund/Acct: **010-0230**

Administration Department

Public Safety Division

CAPITAL OUTLAY					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
47300	Furniture & Equipment	0	16,455	13,900	2,000
	TOTAL	0	16,455	13,900	2,000

City of Pico Rivera

Fund/Acct: **010-0230**

Administration Department

Public Safety Division

MAINTENANCE & OPERATION (Justification & Support Data) WORKSHEET			
Object	**Expenditure**		**2008-2009 Adopted Budget**
42200	Department Supplies		5,800
	General Office Supplies	1,900	
	Toners for 2 networked printers	400	
	Ink for 1 networked printer	3,200	
	Maintenance Kit for 1 networked printer	300	
44100	Special Departmental Expense		2,000
	To fulfill requests submitted by LASD	2,000	
44300	Telephone		2,700
	2 additional wireless network cards for LASD	200	
	Monthly maintenance/service fee for air cards	2,500	
44500	Contracted Services		24,000
	Graffiti Tracker Agreement	24,000	
44800	Convention & Meeting Expense		1,000
	Meetings hosted & related expenses	600	
	Workshops/conventions for Public Safety Mgr. entailing costs	400	
44930	Safety Programs & Materials		7,500
	Neighborhood Watch Program	7,200	
	Crossing Guard Program	300	
	TOTAL		43,000

CAPITAL EQUIPMENT JUSTIFICATION
BUDGET YEAR 2008-2009
WORKSHEET

DEPARTMENT:	Admin/Public Safety	ACCOUNT NO.	010-0230-47300
ADDITIONAL	X	ITEM REQUESTED	Purchase or build out shelvings for additional filing/storage space
REPLACEMENT			
PROPOSED MAKE:		NUMBER REQUESTED	TBD

DESCRIPTION AND SPECIFICATIONS

Two mid range servers

Unit Price ▸	
Total Price ▸	$2,000.00
Other Costs: Install., Transp. etc.	$0.00
Allowance for Inflation ▸	$0.00
Sales Tax ▸	$0.00
Total Cost ▸	$2,000.00

Source of Quoted Price:

Date of Quote ▸		Valid Until ▸	

PURPOSE AND JUSTIFICATION

FOR NEED OF EQUIPMENT

Public Safety is outgrowing current space designated for filing and storage. Parks & Recreation has accommodated Public Safety by allowing use of part of their designated storage space. With the big possiblity all or part of this space may be reclaimed, Public Safety plans to use the amount budgeted to enhance or restructure an existing section in its respective area so that as much space as possible can be utilized for filing/storage to the fullest extent possible.

Submitted by: Steve Gutierrez	Title: Manager

City of Pico Rivera

Fund/Acct: **010-0235**

Administration Department

Parking Enforcement

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	322,383	570,090	442,830	538,667
Maintenance & Operation	170,292	159,400	168,399	191,250
Capital Outlay	0	0	0	0
TOTAL	492,676	729,490	611,229	729,917

Source of Funds:	
General Fund	729,917
	729,917

City of Pico Rivera

Fund/Acct: **010-0235**

Administration Department

Parking Enforcement Division

SALARIES & WAGES					
Object	Expenditure	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	166,970	319,408	246,449	299,800
41120	Vacation/Sick Leave	344	10,000	821	16,912
41200	Hourly Salaries	66,950	56,627	82,408	56,627
41300	Overtime	2,583	3,500	2,822	3,500
41500	PERS	45,815	69,903	46,508	72,589
41501	PARS	2,392	2,142	2,870	2,124
41600	Worker's Compensation	0	11,962	0	9,406
41700	Disability Insurance	1,495	3,398	2,413	2,880
41800	Unemployment Insurance	0	2,208	0	1,384
41900	Group Health & Life Ins.	31,996	81,690	50,888	66,299
41901	CBI Payments	0	1,728	1,440	0
41902	Cash Benefit	1,142	2,146	1,844	2,376
41903	Auto Allowance	0	0	0	0
41930	Medicare/Tax employer	2,697	5,378	4,367	4,770
	TOTAL	322,383	570,090	442,830	538,667

City of Pico Rivera

Fund/Acct: **010-0235**

Administration Department

Parking Enforcement Division

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage	11	0	15	50
42200	Departmental Supplies	3,114	3,000	4,833	6,000
42300	Advertising	0	0	0	0
42400	Printing & Duplicating	804	1,500	4,000	6,000
42600	Membership & Dues	0	200	0	200
42700	Books & Periodicals	0	0	0	0
43100	Auto Supplies & Repairs	0	500	0	500
43150	Fuel	1,663	1,200	2,746	4,000
43200	Mileage Reimbursement	11	300	44	300
43300	Equip Maint & Rental	0	0	0	3,000
43500	Small Tools & Equipment	0	2,000	0	22,000
44100	Special Dept Expense	433	500	7,095	4,000
44300	Telephone	357	0	403	0
44500	Contracted Services	61,660	42,000	41,253	35,000
44540	Court Charges	102,233	108,000	108,010	110,000
44800	Conventions & Meetings	8	200	0	200
44920	Emergency Preparedness	0	0	0	0
44930	Safety Programs & Materials	0	0	0	0
	TOTAL	170,292	159,400	168,399	191,250

City of Pico Rivera

Fund/Acct: **010-0235**

Administration Department

Parking Enforcement Division

MAINTENANCE & OPERATION (Justification & Support Data) WORKSHEET			
Object	**Expenditure**		**2008-2009 Adopted Budget**
42200	Departmental Supplies		6,000
	Batteries	500	
	Ticket Rolls	5,400	
	Misc parking-related supplies	100	
42400	Printing & Duplicating		6,000
	Informative pamphlets	2,500	
	Payment envelopes	3,150	
	Parking Permits	225	
	Laminating sheets for permits	125	
43150	Fuel		4,000
	Evening/early patrol shifts	500	
	Weekend patrol shifts	3,500	
43300	Equipment Maintenance & Rental		3,000
	Handheld ticket writers & printers (6)	2,500	
	Cameras (5)	500	
43500	Small Tools & Equipment		22,000
	Handheld ticket writers & necessary accessories (6)	18,000	
	Directional light bars for vehicles (4)	3,000	
	Other (as needed)	1,000	
44100	Special Departmental Expense		4,000
	Vehicle tows - inoperable/abandoned vehicles on private prop.	3,000	
	Uniforms (including shoes)	1,000	
44500	Contracted Services - Phoenix Info Group		35,000
	Ticket processing	34,500	
	Customized Reports/Programming not covered by agreement	500	
44540	Court Charges		110,000
	Parking fine surcharges paid to Whittier Court	110,000	
	TOTAL		190,000

City of Pico Rivera
Administration Department
City Clerk

Fund/Acct: **010-0300**
550-0300

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	354,504	327,610	339,084	333,951
Maintenance & Operation	116,502	138,100	106,259	232,000
Capital Outlay	0	0	0	15,000
TOTAL	471,006	465,710	445,343	580,951

Source of Funds:	
General Fund	566,001
Low & Mod	0
Redevelopment	0
Water Authority	14,949
	580,951

City of Pico Rivera
Administration Department
City Clerk Division

Fund/Acct: **010-0300**
550-0300

SALARIES & WAGES					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	252,653	225,232	231,538	224,562
41120	Vacation/Sick Leave	8,035	13,144	4,644	7,272
41200	Hourly Salaries	0	0	0	0
41300	Overtime	2,876	0	2,521	3,000
41500	PERS	47,780	49,292	57,822	54,372
41501	PARS	0	0	0	0
41600	Worker's Compensation	0	6,985	0	7,057
41700	Disability Insurance	1,779	1,645	1,714	1,655
41800	Unemployment Insurance	0	882	0	868
41900	Group Health & Life Ins.	36,959	26,788	36,783	31,877
41901	CBI Payments	0	0	0	0
41902	Cash Benefit	1,536	1,020	1,392	876
41903	Auto Allowance	0	0	0	0
41930	Medicare/Tax employer	2,884	2,622	2,671	2,412
	TOTAL	354,504	327,610	339,084	333,951

City of Pico Rivera

Fund/Acct: **010-0300**

Administration Department

City Clerk Division

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage	0	0	0	0
42200	Departmental Supplies	6,708	5,000	2,772	5,000
42300	Advertising	10,850	11,000	13,605	22,000
42400	Printing & Duplicating	16	700	0	700
42500	Election Expense	79,797	0	12,013	80,000
42600	Membership & Dues	700	2,500	1,820	2,100
42700	Books & Periodicals	1,795	1,900	2,179	3,000
43100	Auto Supplies & Repairs	0	0	0	0
43150	Fuel	0	0	0	0
43200	Mileage Reimbursement	314	1,000	580	1,000
43300	Equip Maint & Rental	197	500	0	500
43500	Small Tools & Equipment	0	0	0	0
44100	Special Dept Expense	2,389	8,000	2,036	47,000
44400	Professional Services	1,125	0	5,088	6,000
44500	Contracted Services	7,785	103,500	61,804	60,000
44800	Conventions & Meetings	4,186	4,000	4,162	4,500
44900	Schools & Training	105	0	70	0
44920	Emergency Preparedness	536	0	130	200
44930	Safety Programs & Materials	0	0	0	0
	TOTAL	116,502	138,100	106,259	232,000

City of Pico Rivera

Fund/Acct: **010-0300**

Administration Department

City Clerk Division

CAPITAL OUTLAY					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
47300	Furniture & Equipment	0	0	0	15,000
	TOTAL	0	0	0	15,000

City of Pico Rivera

Fund/Acct: **010-0300**

Administration Department
City Clerk Division

MAINTENANCE & OPERATION
(Justification & Support Data)
WORKSHEET

Object	Expenditure		2008-2009 Adopted Budget
42200	Departmental Supplies		5,000
	Includes miscellaneous general office supplies, i.e. pens, pads, pencils, etc. Minute paper and minute books for City Council minutes		
42300	Advertising		22,000
	Includes costs associated with publishing of legal notices for Public Works, Public Safety, Housing, Planning & Community Development. Publications include Whittier Daily News and Pico Rivera Community News		
42400	Printing & Duplicating		700
	Costs associated with City Council & RDA agendas		
42500	Election Expense		80,000
	Associated costs include election suppliers, consultant fees (if necessary) County costs,etc.		
42600	Membership & Dues		2,100
	City Clerk's Association, International Institute of Municipal Clerks, ARMA, NARA, ICMA - includes dues for all city clerk personnel		
42700	Books & Periodicals		3,000
	West Group (Government Codes & supplements thereto), necessary periodicals and/or books to keep staff abreast of current laws & information		
43200	Mileage Reimbursement		1,000
	City clerk staff reimbursement for attendance to various trainings/meetings		
43300	Equip Maint & Rental		500
	Maintenance for office electric date & time stamper		
44100	Special Dept Expense		47,000
	Unanticipated fees necessary for the maintenance of department		
44400	Professional Services		6,000
	Various consulting services necessary to upgrade the Records Division of the office		
44500	Contracted Services		60,000
	Lexis Nexis (Municipal Code Supple-ments), Decision Management (Records Management Software Support), Iron Mountain, Williams Scottsman (locked destruction bin rental)		
44800	Conventions & Meetings		4,500
	Quartely City Clerk meetings, ARMA monthly meetings, (as applicable), City Clerk Annual Conference, City Clerk Election Law Seminar, International Institute of Municipal Clerks (IIMC) Annual Conference		
44920	Emergency Preparedness		200
	Funds necessary for critical emergency purchases		
	TOTAL		232,000

This page left intentionally blank

City of Pico Rivera
Administration Department
Human Resources

Fund/Acct: **010-0350**
550-0350

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	251,429	244,999	261,804	429,429
Maintenance & Operation	331,020	202,000	206,517	190,300
Capital Outlay	0	0	0	0
TOTAL	582,449	446,999	468,321	619,729

Source of Funds:	
General Fund	609,137
Redevelopment	0
Water Authority	10,592
	619,729

City of Pico Rivera
Administration Department
Human Resources

Fund/Acct: **010-0350**
550-0350

SALARIES & WAGES					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	147,375	168,371	166,078	262,111
41120	Vacation/Sick Leave	7,616	12,693	5,857	24,800
41200	Hourly Salaries	47,172	0	32,804	35,000
41300	Overtime	126	0	130	100
41500	PERS	32,536	36,848	37,649	63,464
41501	PARS	1,717	3,600	1,134	1,313
41600	Worker's Compensation	0	5,221	0	9,214
41700	Disability Insurance	1,224	1,503	1,562	1,840
41800	Unemployment Insurance	210	669	0	1,192
41900	Group Health & Life Ins.	7,850	10,632	10,733	22,896
41901	CBI Payments	2,400	2,400	2,300	2,400
41902	Cash Benefit	356	396	407	425
41903	Auto Allowance	0	0	0	0
41930	Medicare/Tax employer	2,848	2,666	3,150	4,676
	TOTAL	251,429	244,999	261,804	429,429

City of Pico Rivera

Fund/Acct: **010-0350**

Administration Department

Human Resources

MAINTENANCE & OPERATION					
Object	Expenditure	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage	20	100	0	100
42200	Departmental Supplies	3,906	2,500	3,999	3,500
42300	Advertising	118,188	50,000	52,046	34,000
42400	Printing & Duplicating	3,513	4,100	2,509	4,100
42500	Election Expense	0	0	0	0
42600	Membership & Dues	6,960	5,700	5,686	3,900
42700	Books & Periodicals	159	400	400	400
43100	Auto Supplies & Repairs	0	0	0	0
43150	Fuel	0	0	0	0
43200	Mileage Reimbursement	370	300	651	800
43300	Equip Maint & Rental	0	300	0	300
43500	Small Tools & Equipment	0	0	0	2,400
44100	Special Dept Expense	5,869	5,100	3,587	4,000
44300	Telephone	0	0	0	800
44400	Professional Services	35,329	45,500	20,558	35,000
44500	Contracted Services	118,461	38,500	68,942	45,000
44800	Conventions & Meetings	3,779	4,500	4,560	5,000
44900	Schools & Training	25,478	25,000	25,673	31,000
44910	Tuition Fee Reimbursement	8,987	20,000	17,908	20,000
	TOTAL	331,020	202,000	206,517	190,300

City of Pico Rivera
Administration Department
Human Resources

Fund/Acct: **010-0350**

MAINTENANCE & OPERATION
(Justification & Support Data)
WORKSHEET

Object	Expenditure		2008-2009 Adopted Budget
42300	Advertising & Publication		34,000
	Sky Advertising: Jobs Available	3,500	
	Western Cities	5,000	
	Penny Saver	2,500	
	Career Builder	10,000	
	Misc & Internet Posting Venues	7,000	
	GovernmentJobs.com	3,000	
	Recruitment Mailing List	2,000	
	Job Fair Registration	1,000	
42400	Printing & Duplicating		4,100
	Employment Applications	1,000	
	Recruitment Brochures	2,100	
	Newsletter	1,000	
42600	Membership & Dues		3,900
	MMASC	65	
	National Notary Association	90	
	SCPMA	120	
	IPMA	190	
	PERS PAC	375	
	Calpelra	280	
	SCPLRC	180	
	SELAC Employee Relations Consortium	2,600	
42700	Books & Periodicals		400
	IPMA-HR News	75	
	Misc Risk Management Publication	325	
44100	Special Departmental Expense		4,000
	Hospitality & Oral Boards	1,200	
	Orientations & Quarterly Briefings	400	
	Host SELAC Employee Relations Consortium Workshop	900	
	Wellness Series	1,500	
	TOTAL		46,400

City of Pico Rivera

Fund/Acct: **010-0350**

Administration Department

Human Resources

MAINTENANCE & OPERATION (Justification & Support Data) WORKSHEET			
Object	**Expenditure**		**2008-2009 Adopted Budget**
44400	Professional Services		35,000
	CPS Testing Service	2,000	
	Physicals, Drug Screens, EDEX	4,800	
	Modified Duty Program	10,000	
	Worker's Comp First Aid	10,300	
	Liebert Cassidy Whitmore	2,000	
	Employment Verification	400	
	Creative Management Solutions	2,000	
	On-Line DMV Employer Pull Notice	3,500	
44500	Contracted Services		45,000
	EAP	7,200	
	Live Scan	6,500	
	Temp Services	24,500	
	NEOGOV	6,300	
	Shred It Service	500	
44800	Conventions & Meetings		5,000
	Liebert Cassidy Whitmore	450	
	CALPERS	650	
	Calperlra	700	
	Travel Advance	2,000	
	SCPLRC	150	
	SCPMA	250	
	CJPIA	450	
	MMASC	350	
	TOTAL		85,000

City of Pico Rivera

Fund/Acct: **010-0350**

Administration Department

Human Resources

MAINTENANCE & OPERATION (Justification & Support Data) WORKSHEET			
Object	**Expenditure**		**2008-2009 Adopted Budget**
44900	Schools & Training		31,000
	Assistant City Manager	500	
	City Clerk	1,000	
	Community Development	1,500	
	Finance	2,500	
	Human Resources	1,500	
	Parks & Recreation	3,550	
	Public Information	1,000	
	Public Safety	1,200	
	Public Works	4,300	
	WFE Trainings	5,000	
	General Training (Includes Leadership & Supervisor Academies)	8,950	
44910	Tuition Reimbursement		20,000
	Community Development	3,000	
	Finance	3,000	
	Human Resources	1,800	
	Parks & Recreation	4,400	
	Public Safety	500	
	Public Works	4,300	
	City Manager	3,000	
	TOTAL		51,000

City of Pico Rivera
Administration Department
Public Information

Fund/Acct: **010-0400**
550-0400

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	480,048	496,037	442,058	608,141
Maintenance & Operation	118,828	358,442	351,800	210,000
Capital Outlay	0	1,600	1,000	111,800
TOTAL	598,876	856,079	794,859	929,941

Source of Funds:	
General Fund	912,484
Low & Moderate	0
Redevelopment	0
Water Authority	17,457
	929,941

City of Pico Rivera
Administration Department
Public Information

Fund/Acct: **010-0400**
550-0400

SALARIES & WAGES					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	283,619	263,909	245,020	326,236
41120	Vacation/Sick Leave	6,892	22,681	15,883	16,476
41200	Hourly Salaries	53,847	58,124	48,988	73,638
41300	Overtime	3,048	8,568	6,078	12,621
41500	PERS	66,092	57,757	65,116	78,990
41501	PARS	1,808	2,331	1,484	3,235
41600	Worker's Compensation	0	9,987	0	12,401
41700	Disability Insurance	2,211	2,666	1,979	2,681
41800	Unemployment Insurance	1,800	1,306	0	1,642
41900	Group Health & Life Ins.	51,353	59,130	48,431	69,306
41901	CBI Payments	0	0	0	0
41902	Cash Benefit	1,839	1,872	1,794	1,872
41903	Auto Allowance	2,520	2,520	2,415	2,520
41930	Medicare/Tax employer	5,019	5,186	4,871	6,523
	TOTAL	480,048	496,037	442,058	608,141

City of Pico Rivera

Fund/Acct: **010-0400**

Administration Department

Public Information

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage	33	400	400	400
42200	Departmental Supplies	8,636	8,325	7,749	8,700
42300	Advertising	0	29,600	29,600	12,000
42400	Printing & Duplicating	1,013	13,082	13,014	39,800
42500	Election Expense	0	0	0	0
42600	Membership & Dues	699	1,525	1,548	800
42700	Books & Periodicals	227	500	432	500
43200	Mileage Reimbursement	298	400	400	400
43300	Equip Maint & Rental	1,735	2,400	2,160	13,500
43500	Small Tools & Equipment	5,171	15,750	14,240	7,900
44100	Special Dept Expense	9,904	18,500	16,561	30,000
44500	Contracted Services	0	12,000	10,740	2,000
44800	Conventions & Meetings	4,467	5,000	4,059	1,500
45200	Sponsorship	0	3,000	3,000	1,500
45302	50th Anniversary Celebration	0	150,000	150,000	0
46400	Other Community Promotion	7,203	6,000	5,956	2,500
46700	Public Information Profile	79,441	91,960	91,940	88,500
	TOTAL	118,828	358,442	351,800	210,000

City of Pico Rivera
Administration Department
Public Information

Fund/Acct: **010-0400**

CAPITAL OUTLAY					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
47300	Furniture & Equipment	0	1,600	1,000	111,800
	** $12,000 WILL BE FUNDED BY A GRANT				
	TOTAL	0	1,600	1,000	111,800

City of Pico Rivera

Fund/Acct: **010-0400**

Administration Department

Public Information

MAINTENANCE & OPERATION
(Justification & Support Data)
WORKSHEET

Object	Expenditure		2008-2009 Department Request
42200	Departmental Supplies		8,700
	Office Supplies	5,000	
	Photo Supplies	2,500	
	Video Supplies	1,200	
42400	Printing & Duplicating		39,800
	Brochures	5,000	
	Printing Supplies	31,000	
	Video Duplicating	2,000	
	Photo Duplicating	1,800	
42600	Membership & Dues		800
	SCAN NATOA	100	
	CAPIO	200	
	CMA	400	
	NAPP	100	
43300	Equip Maintenance & Rental		13,500
	Lanier Copier	400	
	Repairs (camera, videos, printers)	1,100	
	Custom Programming & Tech Support ($1000/mo)	12,000	
43500	Small Tools & Equipment		7,900
	Graphics	2,200	
	Video	2,500	
	Photo	800	
	PI/HR Printer	2,400	
44100	Special Dept Expense		30,000
	Holiday Decorating	21,000	
	Promotional Items	3,000	
	Shop Pico Rivera	3,000	
	Miscellaneous Events	3,000	
44500	Contracted Services		2,000
	Web Hosting	2,000	
44800	Conventions & Meetings		1,500
	Contract Cities	1,000	
	Miscellaneous	500	
46400	Other Community Promotion		2,500
	Hometown Heroes	2,000	
	Miscellaneous	500	
46700	Public Information Profile		88,500
	Printing	57,100	
	Mailing	31,200	
	Bulk Mail Permit	200	
	TOTAL		195,200

CAPITAL EQUIPMENT JUSTIFICATION			
DEPARTMENT:	Public Information	ACCOUNT NO.	010-0400-47300
ADDITIONAL	X	ITEM REQUESTED	Web Content Management Product
REPLACEMENT			
PROPOSED MAKE:		NUMBER REQUESTED	
DESCRIPTION AND SPECIFICATIONS			
City Website Content Management System - Website Design, Programming, Equipment, and Trainings. Including intranet and other add-ons.			
Unit Price ▸			
Total Price ▸			$75,000.00
Other Costs: Install., Transp. etc.			$0.00
Allowance for Inflation ▸			$0.00
Sales Tax ▸			$0.00
Total Cost ▸			$75,000.00
Source of Quoted Price:			
Date of Quote ▸		Valid Until ▸	
PURPOSE AND JUSTIFICATION FOR NEED OF EQUIPMENT			
Website content management system is a comprehensive package of software, training, contract support, and design assistance. This package provides for the upgrade of the City's webpage, support and training of City staff, and software tools that facilitate the continual updating of content by each City Department.			
Submitted by: Bob Spencer		Title: Senior Manager	

CAPITAL EQUIPMENT JUSTIFICATION			
DEPARTMENT:	Public Information	ACCOUNT NO.	010-0400-47300
ADDITIONAL		ITEM	Controller & Digital Video
REPLACEMENT	X	REQUESTED	Server with Telepresentor
PROPOSED MAKE:		NUMBER REQUESTED	
DESCRIPTION AND SPECIFICATIONS			
Leightronix Controller & Digital Video Server and Ncast Telepresentor Recording & Webcasting Appliance			
Unit Price ▸			
Total Price ▸			$22,100.00
Other Costs: Install., Transp. etc.			$0.00
Allowance for Inflation ▸			$0.00
Sales Tax ▸			$0.00
Total Cost ▸			$22,100.00
Source of Quoted Price: VMI Broadcast & Professional Video			
Date of Quote ▸	5/5/2008	Valid Until ▸	
PURPOSE AND JUSTIFICATION FOR NEED OF EQUIPMENT			
The digital video server will operate the broadcast of CTV3. The channel is currently broadcast using a small server linked to a back of DVD and VHS tape recorders. The equipment has been operating non-stop for four years. The new server will replace the existing equipment, provide digital broadcasting, enhance channel operations and allow for webstreaming of the TV channel.			
Submitted by: Bob Spencer		Title: Senior Manager	

CAPITAL EQUIPMENT JUSTIFICATION			
DEPARTMENT:	Public Information	ACCOUNT NO.	010-0400-47300
ADDITIONAL		ITEM	Avid Media
REPLACEMENT	X	REQUESTED	Composer/XW8600 Turnkey
PROPOSED MAKE:		NUMBER REQUESTED	
DESCRIPTION AND SPECIFICATIONS			
Avid Media Composer/XW8600 Turnkey/REG			
Unit Price ▸			
Total Price ▸			$13,200.00
Other Costs: Install., Transp. etc.			$0.00
Allowance for Inflation ▸			$0.00
Sales Tax ▸			$0.00
Total Cost ▸			$13,200.00
Source of Quoted Price: B&H Photo-Video-Pro Audio			
Date of Quote ▸	6/13/2008	Valid Until ▸	
PURPOSE AND JUSTIFICATION FOR NEED OF EQUIPMENT			
The Avid Media Composer is a new non-linear computerized editing system to be used for CTV3 programming production. It will replace an existing four-year old system, which will be passed down to the Communications Technician to enable him to produce local programming, thus doubling local production.			
Submitted by: Bob Spencer		Title: Senior Manager	

CAPITAL EQUIPMENT JUSTIFICATION			
DEPARTMENT:	Public Information	ACCOUNT NO.	010-0400-47300
ADDITIONAL	X	ITEM REQUESTED	TV Furnitures
REPLACEMENT			
PROPOSED MAKE:		NUMBER REQUESTED	
DESCRIPTION AND SPECIFICATIONS			
TV Furnitures for use in local CTV programming (i.e. news/sports desk, show			
Unit Price ▸			
Total Price ▸			$1,500.00
Other Costs: Install., Transp. etc.			$0.00
Allowance for Inflation ▸			$0.00
Sales Tax ▸			$0.00
Total Cost ▸			$1,500.00
Source of Quoted Price:			
Date of Quote ▸		Valid Until ▸	
PURPOSE AND JUSTIFICATION FOR NEED OF EQUIPMENT			
Furnitures for use as television sets in the production of local CTV3 programming.			
Submitted by: Bob Spencer		Title: Senior Manager	

This page left intentionally blank

City of Pico Rivera

Fund/Acct: **010-0700**

Administration Department

City Attorney

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	0	0	0	0
Maintenance & Operation	484,304	430,500	418,633	443,000
Capital Outlay	0	0	0	0
TOTAL	484,304	430,500	418,633	443,000

Source of Funds:	
General Fund	443,000
	443,000

City of Pico Rivera

Fund/Acct: **010-0700**

Administration Department

City Attorney

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
44100	Special Dept Expense	0	300	0	1,000
44500	Contracted Services	90,850	99,000	81,750	100,000
44800	Conventions & Meetings	573	1,200	1,883	2,000
44900	Schools & Training	0	0	0	0
46910	Legal Service	392,881	330,000	335,000	340,000
	TOTAL	484,304	430,500	418,633	443,000

City of Pico Rivera

Fund/Acct: **010-3400**

Administration Department

Law Enforcement Division

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	46,102	44,200	49,105	52,300
Maintenance & Operation	7,851,350	9,166,730	9,236,999	10,833,100
Capital Outlay	34,085	0	1,000	38,000
TOTAL	7,931,537	9,210,930	9,287,104	10,923,400

Source of Funds:	
General Fund	10,923,400
	10,923,400

City of Pico Rivera

Fund/Acct: **010-3400**

Administration Department

Law Enforcement Division

SALARIES & WAGES					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	0	0	0	0
41200	Hourly Salaries	43,891	42,000	46,847	50,000
41300	Overtime	0	0	0	0
41500	PERS	0	0	0	0
41501	PARS	1,584	1,600	1,555	1,600
41903	Auto Allowance	0	0	0	0
41930	Medicare/Tax Employer	627	600	703	700
	TOTAL	46,102	44,200	49,105	52,300

City of Pico Rivera

Fund/Acct: **010-3400**

Administration Department

Law Enforcement Division

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage	0	0	0	0
42700	Books & Periodicals	0	0	0	0
43800	C.O.P.S. Program Costs	131,619	110,000	142,460	142,500
43900	JAG Program Costs	140,420	120,000	150,400	150,400
44100	Special Departmental Expense	1,420	10,000	15,445	15,000
44500	Contracted Services	7,574,351	8,924,230	8,924,230	10,522,200
44800	Convention & Meetings	3,539	2,500	2,500	3,000
44900	School & Training Exp	0	0	1,964	0
	TOTAL	7,851,350	9,166,730	9,236,999	10,833,100

City of Pico Rivera
Administration Department
Law Enforcement Division

Fund/Acct: **010-3400**

CAPITAL OUTLAY					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
47300	Furniture & Equipment	34,085	0	1,000	38,000
	EQUIPMENT: $3,000				
	A.S.A.P. SYSTEM: $35,000				
	TOTAL	34,085	0	1,000	38,000

City of Pico Rivera
Administration Department
Community Outreach Division

Fund/Acct: 010-0310 670-0250
010-0330 675-0250
160-8800 010-0220

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	35,876	105,563	44,637	160,985
Maintenance & Operation	70,477	138,425	52,794	106,200
Capital Outlay	0	0	0	0
TOTAL	106,353	243,988	97,432	267,185

Source of Funds:	
Water Authority	6,009
General Fund	215,566
SEOP	2,110
Used Oil Grant	23,500
CA Beverage Grant	20,000
	267,185

This page left intentionally blank

City of Pico Rivera

Fund/Acct: **010-0220**

Administration Department

Sister City Commission

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	0	0	0	35,047
Maintenance & Operation	0	0	0	10,000
Capital Outlay	0	0	0	0
TOTAL	0	0	0	45,047

Source of Funds:	
General Fund	45,047
	45,047

City of Pico Rivera

Fund/Acct: **010-0220**

Administration Department

Sister City Commission

SALARIES & WAGES					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	0	0	0	18,881
41120	Vacation/Sick Leave	0	0	0	2,148
41200	Hourly Salaries	0	0	0	4,500
41300	Overtime	0	0	0	500
41500	PERS	0	0	0	4,571
41501	PARS	0	0	0	0
41600	Worker's Compensation	0	0	0	586
41700	Disability Insurance	0	0	0	138
41800	Unemployment Insurance	0	0	0	77
41900	Group Health & Life Ins.	0	0	0	3,195
41901	CBI Payments	0	0	0	0
41902	Cash Benefit	0	0	0	144
41903	Auto Allowance	0	0	0	0
41904	Technology Stipend	0	0	0	0
41930	Medicare/Tax employer	0	0	0	307
	TOTAL	0	0	0	35,047

City of Pico Rivera

Fund/Acct: **010-0220**

Administration Department

Sister City Commission

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage	0	0	0	0
42200	Departmental Supplies	0	0	0	0
42400	Printing & Duplicating	0	0	0	0
42600	Membership & Dues	0	0	0	500
42700	Books & Periodicals	0	0	0	0
44100	Special Dept Expense	0	0	0	1,500
44300	Telephone	0	0	0	0
44400	Professional Services	0	0	0	0
44500	Contracted Services	0	0	0	0
44800	Conventions & Meetings	0	0	0	8,000
44900	Schools & Training	0	0	0	0
	TOTAL	0	0	0	10,000

This page left intentionally blank

City of Pico Rivera
Administration Department
Environmental/Recycling

Fund/Acct: **670-0250**
675-0250

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	0	0	0	0
Maintenance & Operation	33,877	55,000	20,137	43,500
Capital Outlay	0	0	0	0
TOTAL	33,877	55,000	20,137	43,500

Source of Funds:	
Used Oil Recycle Grant	23,500
CA Beverage Container	20,000
	43,500

City of Pico Rivera

Fund/Acct: **670-0250**

Administration Department

Environmental/Recycling Division

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage	0	0	0	0
42200	Departmental Supplies	0	0	0	0
42300	Advertising	6,098	2,500	2,500	22,500
42400	Printing & Duplicating	0	0	0	0
42600	Membership & Dues	0	0	0	0
43610	Cost Reimbursement	10,000	30,000	0	500
44100	Special Dept Expense	0	0	0	0
44500	Contracted Services	0	0	0	0
44800	Conventions & Meetings	350	500	0	500
	TOTAL	16,448	33,000	2,500	23,500

City of Pico Rivera

Fund/Acct: **675-0250**

Administration Department

Environmental/Recycling Division - Beverage

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage	0	0	0	0
42200	Departmental Supplies	0	0	0	0
42300	Advertising	17,429	22,000	17,637	20,000
42400	Printing & Duplicating	0	0	0	0
42600	Membership & Dues	0	0	0	0
43610	Cost Reimbursement	0	0	0	0
44100	Special Dept Expense	0	0	0	0
44500	Contracted Services	0	0	0	0
44800	Conventions & Meetings	0	0	0	0
	TOTAL	17,429	22,000	17,637	20,000

This page left intentionally blank

City of Pico Rivera

Fund/Acct: **010-0310**

Administration Department

Fellowship Program

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	18,739	53,285	35,015	19,544
Maintenance & Operation	2,348	5,400	2,786	200
Capital Outlay	0	0	0	0
TOTAL	21,087	58,685	37,801	19,744

Source of Funds:	
General Fund	19,744
	19,744

City of Pico Rivera

Fund/Acct: **010-0310**

Administration Department

Fellowship Program

SALARIES & WAGES					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	0	35,940	0	0
41120	Vacation/Sick Leave	0	0	0	0
41200	Hourly Salaries	17,790	15,941	33,835	18,000
41300	Overtime	0	0	0	0
41500	PERS	0	0	0	0
41501	PARS	680	613	665	668
41600	Worker's Compensation	0	494	0	553
41800	Unemployment Insurance	0	60	0	65
41930	Medicare/Tax employer	269	237	515	258
	TOTAL	18,739	53,285	35,015	19,544

City of Pico Rivera

Fund/Acct: **010-0310**

Administration Department

Fellowship Program

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage	0	0	0	0
42300	Advertising	0	0	0	0
42400	Printing & Duplicating	23	300	0	200
43200	Mileage Reimbursement	0	100	0	0
44100	Special Departmental Exp	2,125	2,500	2,786	0
44500	Social Services	200	2,500	0	0
	TOTAL	2,348	5,400	2,786	200

This page left intentionally blank

City of Pico Rivera

Fund/Acct: **010-0330**

Administration Department

Business Neighborhood Outreach

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	15,558	50,105	8,623	104,284
Maintenance & Operation	33,434	75,025	28,955	52,500
Capital Outlay	0	0	0	0
TOTAL	48,992	125,130	37,578	156,784

Source of Funds:	
Water Authority	6,009
General Fund	150,775
	156,784

City of Pico Rivera

Fund/Acct: **010-0330**

Administration Department

Business Neighborhood Outreach

SALARIES & WAGES					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	0	35,940	0	56,642
41120	Vacation/Sick Leave	0	0	0	6,443
41200	Hourly Salaries	14,658	13,000	8,158	13,000
41300	Overtime	0	0	0	0
41500	PERS	0	0	0	13,714
41501	PARS	603	488	335	495
41600	Worker's Compensation	0	403	0	2,166
41700	Disability Insurance	0	0	0	414
41800	Unemployment Insurance	0	47	0	280
41900	Group Health & Life Ins.	0	0	0	9,586
41902	Cash Benefit	0	0	0	432
41930	Medicare/Tax employer	297	227	130	1,112
	TOTAL	15,558	50,105	8,623	104,284

City of Pico Rivera

Fund/Acct: **010-0330**

Administration Department

Business Neighborhood Outreach

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage	0	0	0	0
42300	Advertising & Publication	2,025	2,025	2,025	17,000
44100	Special Departmental Exp	7,730	15,000	0	0
44800	Conventions & Meetings	1,864	4,000	0	0
45200	Sponsorship	21,815	54,000	26,330	35,500
45210	Sister City Program	0	0	600	0
	TOTAL	33,434	75,025	28,955	52,500

City of Pico Rivera

Fund/Acct: 010-0330

Administration Department

Business Neighborhood Outreach

MAINTENANCE & OPERATION (Justification & Support Data) WORKSHEET			
Object	**Expenditure**		**2008-2009 Adopted Budget**
42300	Advertising & Publication		17,000
	City Billoard, Pico Rivera News	17,000	
45200	Sponsorship		35,500
	Business Outreach:		
	LAEDC, Chamber of Commerce	18,000	
	Mayor's Busiess Invitational	3,000	
	Chamber Perk-up	1,500	
	Community Outreach:		
	One Book. One City. Program	5,000	
	Community Youth Sponsorships	4,000	
	Community Meetings	2,000	
	Earth Day	2,000	
	TOTAL		52,500

City of Pico Rivera

Fund/Acct: **160-8800**

Administration Department

Summer Employment Opportunity Program

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	1,580	2,173	1,000	2,110
Maintenance & Operation	818	3,000	916	0
Capital Outlay	0	0	0	0
TOTAL	2,398	5,173	1,916	2,110

Source of Funds:	
Summer Youth Employment Program	2,110
	2,110

City of Pico Rivera

Fund/Acct: **160-8800**

Administration Department

Summer Employment Opportunity Program

SALARIES & WAGES					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	0	0	0	0
41200	Hourly Salaries	1,580	2,000	1,000	2,000
41300	Overtime	0	0	0	0
41500	PERS	0	0	0	0
41501	PARS	0	75	0	74
41600	Worker's Compensation	0	62	0	0
41700	Disability Insurance	0	0	0	0
41800	Unemployment Insurance	0	7	0	7
41930	Medicare/Tax employer	0	29	0	29
	TOTAL	1,580	2,173	1,000	2,110

City of Pico Rivera

Fund/Acct: **160-8800**

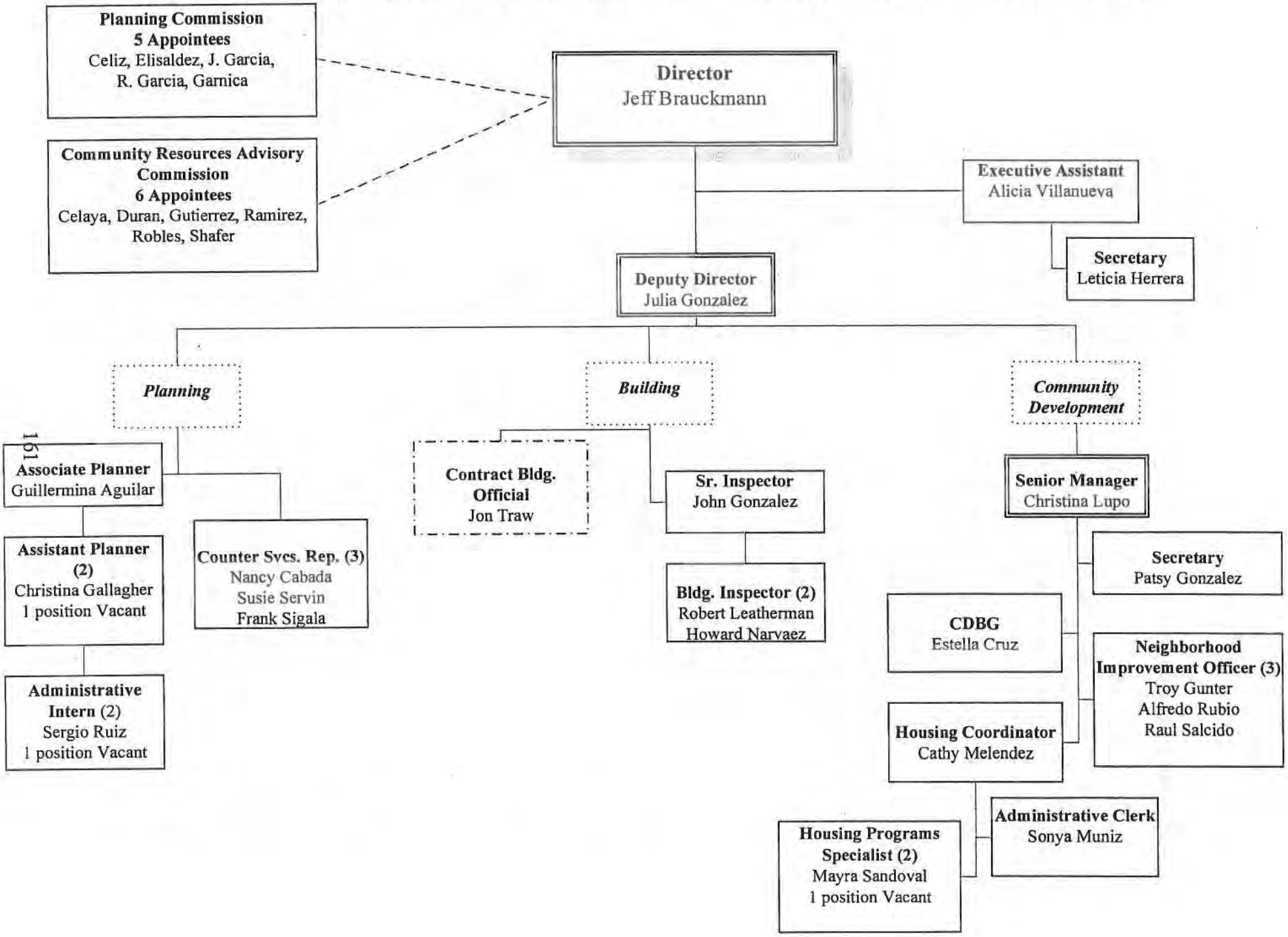
Administration Department

Summer Employment Opportunity Program

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage	0	0	0	0
44100	Special Departmental Exp	818	3,000	916	0
42600	Membership & Dues	0	0	0	0
42700	Books & Periodicals	0	0	0	0
43100	Auto Supplies & Repairs	0	0	0	0
	TOTAL	818	3,000	916	0

This page left intentionally blank

Community and Econom. . Development 2008-2009



PROGRAM STATEMENT
Community and Economic Development

MISSION STATEMENT:

The Community and Economic Development Department is dedicated to providing the highest level of quality service to the residents and businesses of Pico Rivera. Responsible for well planned development, ensuring safe construction practices, community preservation and improvement, redevelopment, as well as a wide variety of housing and social service programs, the employees of the department have committed the following to our citizens:

- Valuing our customers and affording them with exceptional service.
- Treating all of our customers, internal and external, in a friendly, responsive, and courteous manner.
- Providing and maintaining a clean, safe, environment in which to better serve our customers.
- Excelling in our legal and moral responsibility to protect the health, safety and welfare of the community we serve.
- Performing all tasks in a manner that demonstrates honesty, integrity, and sound ethical judgment.
- Taking responsibility for our mistakes and responding promptly.
- Constantly exploring innovative ideas on how to efficiently streamline application processes and distribute consistent information to the public.

DEPARTMENT PROGRAM STATEMENT:

This department is comprised of Building, Neighborhood Services, Planning, and Redevelopment which are specifically responsible for the following:

The *Building* Division is responsible for the protection of public safety. The Building Division ensures that all residential, commercial and other construction in the City meet or exceed the minimum requirements of the building codes that have been adopted by the State of California and the City of Pico Rivera.

The *Neighborhood Services Division* provides Section 8, CDBG, CALHOME, HOME Loan and Neighborhood Improvement programs, in addition to zoning code enforcement. The division utilizes primarily Federally Regulated Funds and Funds by the United States Department of Housing and Urban Development (HUD), in addition to a limited amount of general funds.

The *Planning* Division is responsible for current and long-range planning functions. Current planning involves the processing of ministerial and discretionary applications to insure compliance with the General Plan, Zoning Ordinance and the California Environmental Quality Act (CEQA). The most common applications include but are not limited to Zone Consistency Review (ZCR), Home Occupation, Promotional Advertising, Temporary Use Permit, Window Signage, Major/Minor Variance, Conditional Use Permit, Precise Plan of Design, and Subdivisions. Long-range planning entails the preparation, periodic review and amendments to the General Plan and Zoning Ordinance. This includes implementing the General Plan through

the administration of Specific Plans and zoning ordinances. The Division reviews State adopted legislation to ensure Division compliance with legislative mandates. The Division also attends regional agency meetings to stay up to date with matters that may affect the region

In terms of *Redevelopment and Economic Development* the department and Agency continues to focus on its goals of eliminating blighted conditions, providing appropriate housing, and developing economic incentives. It has been successful in its efforts to attract high quality development, including the Pico Rivera Village Walk, and the Howard Johnson Hotel. The Agency will continue its efforts to attract these and other types of developments to improve the physical and economic base of the City.

PERFORMANCE WORKLOAD MEASURES:

BUILDING DIVISION

- Continue to provide the best internal and external customer service.
- Ensure quality and timely inspections within 24 hours with one less inspector.
- Ensure quality control through staff training and management oversight.
- Be proactive in anticipating areas were applicants may be having difficulty with the plan check process.
- Continue to be proactive with substandard complaints.
- Respond to citizens complaints within 24 hours.

NEIGHBORHOOD SERVICES DIVISION:

- Strategize and set deadlines to benchmark goals needed to ensure compliance with HUD.
- Meet bi-weekly to increase the number of families served on Section 8.
- Monitor the number of families currently participating on Section and compare with the number of families on the waiting list to ensure 95% or better lease-up rate.
- Ensure cost effective measures are taken into consideration.
- Track division productivity and inform staff of their workload and expectation.
- Provide responsive customer service to residents, business owners, and members of the community.
- Maintain an exceptional level of customer satisfaction through quality service and professionalism.
- Proactively seek zoning compliance throughout the community to protect and preserve our residential neighborhoods and help ensure a clean, safe, and welcoming environment for our community.
- Continue to respond to community complaints in a timely manner.

PROGRAM STATEMENT
Community and Economic Development

PLANNING DIVISION

- To improve customer service efficiency by continually cross training Counter Service Representatives and Planning staff to interchangeably become familiar with both Building and Planning Division responsibilities.
- Expeditiously process ministerial and discretionary applications and continue to strive to streamline all applications.
- Continually train all staff to achieve the utmost customer service and provide accurate and consistent information in a professional and courteous manner.
- Maintain local, state, county and regional awareness of statutes and future long-range projects by attending interagency meetings.
- Advance Counter Service Representatives and Planning staff knowledge with contemporary planning and permit technician functions by attending workshops, seminars, conferences and trainings.
- Continue to work in concert with other City departments and ensure coordination to plan and develop projects that compliment the community's overall quality of life.

REDEVELOPMENT

- To eliminate blight by encouraging rehabilitation, rebuilding, and development in project areas.
- To encourage private investment in the community to foster economic revitalization by serving as liaison between developers, investors, and business owners.
- To enhance existing economic development programs by promoting proactive business outreach, connecting business owners with funding sources and market opportunities, and creating business incentives.
- To preserve, build, and facilitate affordable housing to seniors, and lower income families by collaborating with non-profit housing developers, working with City Planning for expedited services and entitlements, and identifying and assembling potential development sites.
- To ensure compliance with redevelopment law by attending workshops to stay abreast of changes in statutes, conducting internal review of records, and monitoring projects.
- To assist in the renegotiation of the tax-sharing agreement with the County by facilitating the Agency's financial analysis, conducting relevant research, and preparing historical data to be used in negotiations.

KEY ACHIEVEMENTS FOR 2007-2008

BUILDING DIVISION

- Performed approximately 10,000 varied inspections.
- Inspected approximately 11 million dollars in valuation of new construction.
- Performed approximately 1,000 plan checks with 73% performed in house.
- Adopted new 2007 Edition of the California Building Codes.

- Decreased unsolved substandard cases.
- Decreased cancelled permits by an additional 25%.
- Decreased in house plan check turn around time to 48 hours.
- Cross trained new inspector to perform commercial inspections.
- Performed Section 8 and Home loan, grant and rebate inspections for the Neighborhood Services Division.

NEIGHBORHOOD SERVICES DIVISION:

- Section 8 has contracted over 500 families during this fiscal year.
- Approximately 30 families have been contacted from the waiting list to determine their eligibility for the Section 8 program.
- Housing Division **Cost Effective Measures**- Moved 55% from paper to electronic;
    - From daily planners to Outlook Calendar;
    - From typing letters one at a time to building an excel report to complete mass mail merges in a matter of minutes;
    - From manual reports to Excel Report Tracking for weekly and monthly Section 8, CDBG, CALHOME and HOME reporting;
- Continued to revise Section 8, CDBG, HOME and CALHOME Forms to follow HUD regulations as needed.
- Created an operations manual for Section 8, HOME and CALHOME programs.
- Completed over 27 housing projects using CDBG, HOME and CalHome funds.
- Worked with HUD Representatives to find new activities to improve and represent our community.
- Responded to all code enforcement priority cases within 24 hours.
- Resolved approximately 800 code enforcement cases.
- Initiated a proactive vacant lot monitor sweep.
- Launched a pilot Neighborhood Improvement program.

PLANNING DIVISION

- Nearing completion of the State required Housing Element.
- Approved several Tenant Improvement plans and issued Certificate of Occupancies for the Marketplace at Washington and Rosemead. This includes Rubio's, Round Table Pizza, Panda Express, and Juice it Up.
- Approved Tenant Improvement plans and issued Certificate of Occupancies for Krikorian's Village Walk. This includes CVS pharmacy, Chinatown Restaurant, Edible Arrangements and Java Joe's café.
- Completion and issuance of final Certificate of Occupancy for Pico Crossings, a 2.8 acre shopping development at the corner of Passons and Whittier Boulevard.
- Completion and issuance of final Certificate of Occupancy for the Howard Johnson Hotel.
- Adoption of the Medical Marijuana Ordinance prohibiting Medical Marijuana dispensaries.

- Issued General Plan/Zoning Ordinance Request for Proposal (RFP), reviewed and made recommendations for the award of consultant services for the comprehensive update of the General Plan and Zoning Ordinance.
- Created database for the digitization of commercial and industrial plans and scanned approximately 180 plans and specifications.

REDEVELOPMENT

- Public improvements were completed in conjunction with projects in the redevelopment areas, including sidewalk improvements, driveway approaches, and wheelchair ramp accesses.
- The redevelopment of the Pico Rivera Village Walk is nearing completion.
- The Pico Crossings project, at the northwest corner of Whittier and Passons Boulevards was completed.
- The Howard Johnson Hotel project was completed.
- The inventory of sites available for redevelopment was updated in order to seek underutilized residential lots for possible residential projects.

KEY GOALS FOR 2008-2009:

BUILDING DIVISION

- Cross train new inspector to perform Section 8, grant, rebate and home loan inspections.
- Respond to 100% of inspection requests within 24 hours with one less inspector.
- Continue to monitor in house plan checks process to intervene when problems occur.
- Eliminate problematic substandard cases through the city prosecutor office.
- Continue to provide quality control inspections.
- Continue to perform in house plan checks for qualified projects.

NEIGHBORHOOD SERVICES DIVISION

- Continue to work with HUD Representatives to find ways to introduce future activities into the community.
- Continue to improve the Section 8, CDBG and CALHOME/HOME programs to maximize the number of projects that will be completed for fiscal year 2008-2009.
- Respond promptly and effectively to citizen complaints regarding code violations.
- Conduct field investigations to determine possible violations of the Municipal Code.
- Monitor activity reports weekly to ensure cases are updated as needed.
- Continue to educate residents and members of the community of the City ordinances and regulations.
- Take a proactive approach in combating blight within the City.
- Prepare and present code violation cases before appropriate legal entities.

PROGRAM STATEMENT
Community and Economic Development

PLANNING DIVISION

- Award General Plan/Zoning Ordinance comprehensive update to prospective consultant and begin to meet with key staff and stakeholders.
- Focus efforts to cross train planning staff to learn Counter Service Representative (CSR) functions to serve as back-up staff.
- Utilize the Community & Economic Development Department website to inform the public of key information such as the General Plan and Zoning Ordinance comprehensive update.
- Review and process ministerial/discretionary applications in a streamlined manner.

REDEVELOPMENT

- Continue efforts to eliminate blight in the project area
- Improve the physical and economic base through the attraction of quality development that will increase the City's resources and support economic growth and stability
- Promote affordable housing programs to improve and increase the supply of affordable housing for low and moderate income households.
- Actively seek underutilized residential lots, and to a feasible extent, work with non-profit developers to construct affordable housing units and for sale deed-restricted homes.
- Monitor the completion of the Pico Rivera Village Walk, and the Pico Rivera Market Place, and assist in attracting appropriate businesses for tenancy.
- Research, analyze, and plan housing programs for implementation in the next two years.
- Research, analyze, and plan business incentive programs for commercial and industrial properties, including a commercial façade improvement program.
- Stimulate private sector investment in project areas.
- Identify and carry out projects that further the land use and development concepts identified in the General Plan.
- Actively seek alternative sources of funding for economic development projects.
- Enhance existing economic development programs, and actively meet with business owners to identify needs and facilitate assistance through the Business Retention Program.

Compliance with Health and Safety Code Section 33606

- The proposed expenditures of the Agency are detailed in the expenditure summary and detail.

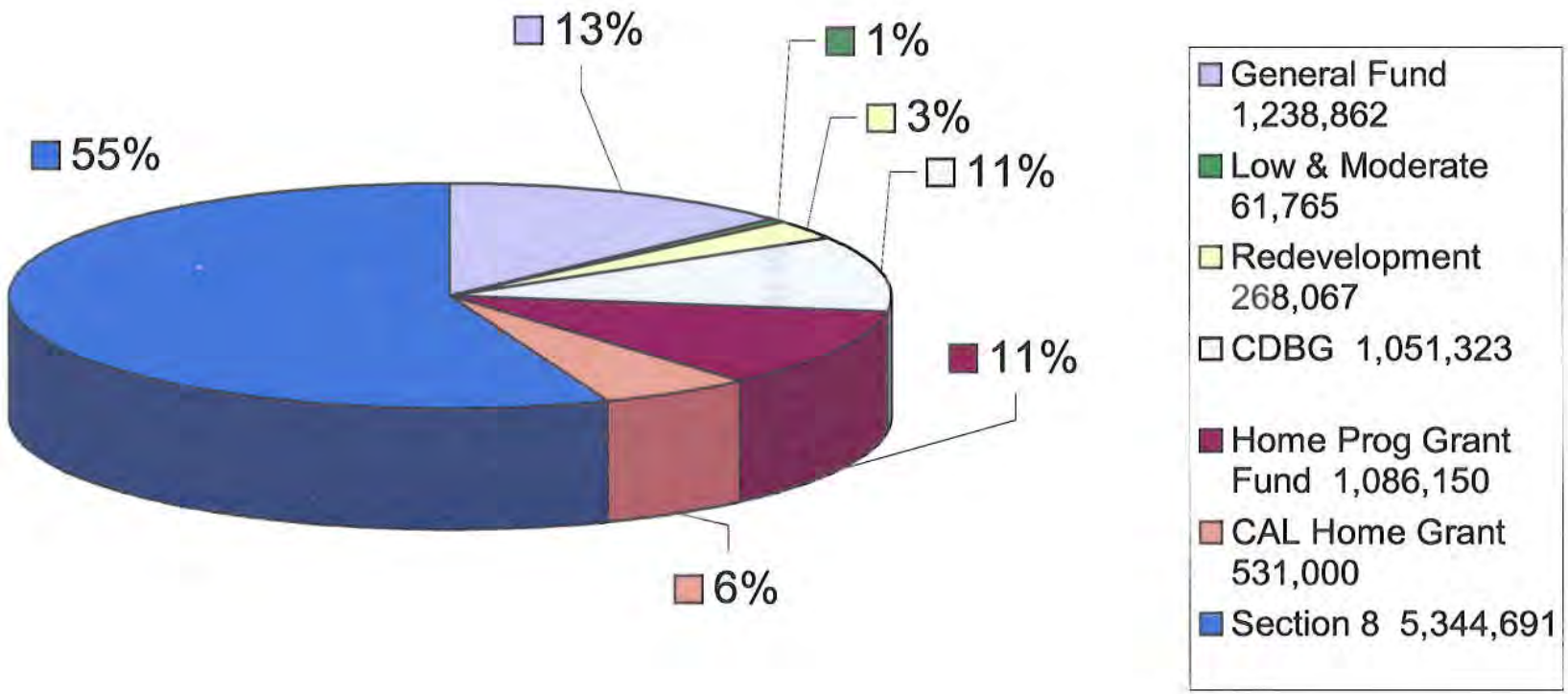
- No new indebtedness is to be incurred by the Agency. However, per the terms stipulated in the Amended Agreement for Reimbursement of Tax Increment Funds, the Agency is required to pledge $1,065,000 in Agency Sales Tax Revenue to be used toward existing debt service.

- The anticipated Agency revenues are outlined in the revenue summary statement.

- The work program and goals for the coming years are outlined under the Performance Workload Measures and Key Goals sections of the Department Statement.

- During fiscal year 2007-08, the Agency had performance workload measures and goals consistent with the goals described above. Due to the Agency's existing financial obligations, no capital improvement projects were budgeted, funded, constructed, or transferred during fiscal year 2007-08. Nevertheless, some public improvements were completed in conjunction with projects in the redevelopment areas. Furthermore, the inventory of sites available for redevelopment was updated in order to seek underutilized residential lots for possible residential development/redevelopment.

Community & Economic Development Funding Source



This page left intentionally blank

City of Pico Rivera

Community & Economic Development Department

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	1,825,183	2,268,697	1,905,459	2,262,549
Maintenance & Operation	5,239,855	7,677,906	8,022,547	7,319,309
Capital Outlay	0	0	0	0
TOTAL	7,065,037	9,946,603	9,928,006	9,581,858

Source of Funds:	
General Fund	1,238,862
Low & Moderate	61,765
Redevelopment	268,067
CDBG	1,051,323
Home Prog Grant Fund	1,086,150
CAL Home Grant	531,000
Section 8	5,344,691
	9,581,858

FULLTIME EQUIVALENTS & SALARIES						
Position	FTE	2006-2007 Adopted Budget	FTE	2007-2008 Adopted Budget	FTE	2008-2009 Proposed Budget
Full-Time:						
Director	1.00	116,028	1.00	121,829	1.00	133,748
Deputy Director	1.00	92,316	0.00	0	1.00	100,804
Senior Manager	1.00	92,304	1.00	81,561	1.00	85,557
Manager	0.00	0	1.00	63,404	1.00	75,622
Supervisor	0.00	0	1.00	60,060	0.00	0
Principal Planner	1.00	95,201	0.00	0	0.00	0
Senior Planner	0.00	0	1.00	76,783	0.00	0
Associate Planner	0.00	61,000	2.00	116,676	1.00	65,306
Assistant Planner	2.00	60,462	1.00	54,180	2.00	113,770
Neighborhood Coordinator	0.00	56,802	1.00	49,068	1.00	51,484
Neighborhood Improvement Officer	2.00	108,192	2.00	101,796	2.00	106,714
Building Official	1.00	100,860	0.00	0	0.00	0
Senior Inspector	1.00	69,948	1.00	74,867	1.00	79,923
Building Inspector	3.00	178,920	3.00	175,839	2.00	124,622
Building Permit Technician	0.00	0	0.00	0	0.00	0
Counter Service Representative	3.00	137,561	3.00	141,584	3.00	156,425
Executive Assistant	2.00	105,971	1.00	54,252	1.00	60,393
Secretary	1.00	46,944	2.00	89,806	2.00	89,092*
Housing Program Supervisor	1.00	62,894	0.00	0	0.00	0
Housing Program Coordinator	0.00	0	2.00	110,942	2.00	116,044
Housing Program Specialist	4.00	211,008	2.00	95,959	2.00	101,486
Administrative Clerk	1.00	39,588	1.00	38,616	1.00	40,596
Part-Time:		96,400		56,500		39,500
Administrative Intern	0.16		2.00	45,000	2.00	30,000
Commissioners:						
Planning Commissioner	5.00		5.00	9,000	5.00	5,000
CRC Commissioners	6.00		6.00	2,500	6.00	4,500
* This position was approved in the FTE Count but the Salary Budget						
was inadvertently omitted at time of budget adoption. The budget						
is being added via JEBR (Budget Revision Journal) in the Budget Ledger.						
TOTAL:	36.16	1,732,399	39.00	1,563,722	37.00	1,541,085

City of Pico Rivera
Community & Economic Development Department
Planning Division

Fund/Acct: **010-3100**
510-3100
520-3100

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	498,543	759,967	594,462	735,645
Maintenance & Operation	24,582	30,300	32,787	28,200
Capital Outlay	0	0	0	0
TOTAL	523,125	790,267	627,249	763,845

Source of Funds:	
General Fund	434,014
Low & Moderate	61,765
Redevelopment	268,067
	763,845

City of Pico Rivera
Community & Economic Development Department
Planning Division

Fund/Acct: **010-3100**
510-3100
520-3100

SALARIES & WAGES					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	297,473	518,158	415,772	493,599
41120	Vacation/Sick Leave	24,503	4,648	2,015	19,726
41200	Hourly Salaries	41,710	56,500	50,600	35,000
41300	Overtime	299	169	2,800	3,000
41500	PERS	79,847	97,609	76,294	106,693
41501	PARS	1,600	1,775	1,880	1,481
41600	Worker's Compensation	0	19,172	0	16,533
41700	Disability Insurance	1,921	2,289	2,204	3,581
41800	Unemployment Insurance	6,206	13,178	6,040	2,228
41900	Group Health & Life Ins.	30,789	31,986	19,572	34,407
41901	CBI Payments	3,960	3,726	4,245	5,088
41902	Cash Benefit	1,245	1,482	610	1,271
41903	Auto Allowance	3,578	4,213	5,331	4,860
41904	Technology Stipend	0	0	1,080	0
41930	Medicare/Tax employer	5,414	5,062	6,020	8,179
	TOTAL	498,543	759,967	594,462	735,645

City of Pico Rivera

Fund/Acct: **010-3100**

Community & Economic Development Department
Planning Division

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage	0	0	0	0
42200	Departmental Supplies	2,815	3,000	2,552	2,500
42300	Advertising	0	0	0	0
42400	Printing & Duplicating	16	200	1,004	300
42600	Membership & Dues	1,546	2,000	2,008	2,300
42700	Books & Periodicals	740	500	508	500
43200	Mileage Reimbursement	74	200	245	200
43300	Equip Maint & Rental	488	400	364	400
43500	Small Tools & Equipment	2,337	3,000	2,551	3,000
44100	Special Dept Expense	5,094	5,000	4,087	5,000
44300	Telephone	0	0	0	0
44400	Professional Services	0	0	0	0
44500	Contracted Services	7,851	10,000	13,470	10,000
44530	Credit Card Charges	0	0	0	0
44800	Conventions & Meetings	2,365	4,000	4,000	4,000
44810	Conventions & Meetings - Comm	1,256	2,000	2,000	0
	TOTAL	24,582	30,300	32,787	28,200

City of Pico Rivera

FUND/ACCT: 010-3100

Community & Economic Development Department

MAINTENANCE & OPERATION (Justification & Support Data) WORKSHEET			
Object	**Expenditure**		**2008-2009 Adopted Budget**
42600	Membership & Dues		2,300
	American Planning Association	800	
	American Planning Association (Planners Dues)	1,500	
43500	Small Tools & Equipment		3,000
	Furniture/Partitions		
44100	Special Departmental		5,000
	Overnight Deliveries/Fedex	1,500	
	DataQuick Property Search	2,400	
	Los Angeles County Assessor Parcel Map Updates	1,100	
44800	Conventions & Meetings		4,000
	LAOCC Planner's Institute		
	TOTAL		14,300

City of Pico Rivera

Community & Economic Development Department

Neighborhood Services Division

Fund/Acct: **010-3200**
630-3200

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	276,570	363,574	281,129	343,340
Maintenance & Operation	22,833	27,000	23,139	92,584
Capital Outlay	0	0	0	0
TOTAL	299,403	390,574	304,268	435,924

Source of Funds:	
General Fund	201,363
CDBG	234,561
Redevelopment	0
	435,924

City of Pico Rivera

Fund/Acct: **010-3200**
630-3200

Community & Economic Development Department
Neighborhood Services Division
General Fund & CDBG

SALARIES & WAGES					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	182,118	231,425	200,564	218,614
41120	Vacation/Sick Leave	4,073	14,777	3,174	12,014
41200	Hourly Salaries	0	0	0	2,250
41300	Overtime	7,024	6,720	6,742	7,000
41500	PERS	55,266	76,258	42,729	53,332
41501	PARS	0	0	18	0
41600	Worker's Compensation	0	10,265	0	6,904
41700	Disability Insurance	1,454	1,534	1,399	1,989
41800	Unemployment Insurance	552	0	3,144	864
41900	Group Health & Life Ins.	21,563	18,341	19,235	35,711
41901	CBI Payments	840	844	717	744
41902	Cash Benefit	696	689	619	1,111
41903	Auto Allowance	1,050	805	919	300
41904	Technology Stipend	0	0	160	0
41930	Medicare/Tax employer	1,934	1,916	1,708	2,507
	TOTAL	276,570	363,574	281,129	343,340

City of Pico Rivera

Fund/Acct: **010-3200**

Community & Economic Development Department
Neighborhood Services Division
General Fund

SALARIES & WAGES					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	141,230	140,706	120,123	125,761
41120	Vacation/Sick Leave	3,716	3,274	2,007	6,971
41200	Hourly Salaries	0	0	0	0
41300	Overtime	6,399	5,449	3,003	3,000
41500	PERS	36,840	53,556	29,359	30,450
41501	PARS	0	0	13	0
41600	Worker's Compensation	0	6,457	0	3,900
41700	Disability Insurance	1,156	989	713	1,182
41800	Unemployment Insurance	552	0	3,144	488
41900	Group Health & Life Ins.	17,393	12,892	9,644	21,686
41901	CBI Payments	576	481	244	240
41902	Cash Benefit	647	507	370	674
41903	Auto Allowance	720	602	630	0
41904	Technology Stipend	0	0	0	0
41930	Medicare/Tax employer	1,562	1,407	887	1,336
	TOTAL	210,791	226,320	170,135	195,688

City of Pico Rivera

Fund/Acct: **630-3200**
630-6350

Community & Economic Development Department
Neighborhood Services Division
CDBG

SALARIES & WAGES					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	40,888	90,719	80,442	92,854
41120	Vacation/Sick Leave	357	11,503	1,167	5,043
41200	Hourly Salaries	0	0	0	2,250
41300	Overtime	625	1,271	3,739	4,000
41500	PERS	18,426	22,702	13,370	22,882
41501	PARS	0	0	5	0
41600	Worker's Compensation	0	3,808	0	3,004
41700	Disability Insurance	297	545	686	806
41800	Unemployment Insurance	0	0	0	376
41900	Group Health & Life Ins.	4,170	5,449	9,592	14,024
41901	CBI Payments	264	363	473	504
41902	Cash Benefit	49	182	250	437
41903	Auto Allowance	330	203	289	300
41904	Technology Stipend	0	0	160	0
41930	Medicare/Tax employer	372	509	821	1,171
	TOTAL	65,779	137,254	110,994	147,652

PROGRAM STATEMENT
Finance

KEY GOALS FOR 2008-09:

- Complete a Water Rate study to improve cash flow for the Water Authority.
- Complete a Fee Study to increase the cost-recovery revenue to the General Fund.
- Implement a new City wide financial information system – vendors being considered include Eden Inforum Gold, Sungard, and the existing Harris Computers software.
- Prepare written Finance Department procedures and business process re-eingeering.
- Recruit, train, and mentor permanent staff for the Finance Department.
- Continue to apply for both national and state awards for excellence in financial reporting.
- Enhancements of Financial, Budget, Accounts Payable, and Purchasing trainings conducted during the year.
- Address connectivity issues between City facilities to increase performance of connections to City Network resources.
- Refresh one fourth of City's fleet of computers (ongoing).

This page left intentionally blank

PROGRAM STATEMEMT
Information Systems

MISSION:

Our mission is to provide consistently superior level of customer service and technical support to all departments. We strive to enhance and develop our work procedure and strategy in order to maintain a safe, secure, and efficient network. We are dedicated to streamlining the City's day to day operations.

DEPARTMENT PROGRAM STATEMENT:

Information Systems Division maintains the City's computer network of over 200 personal computers, 20 laptops, 16 servers, and software such as: Financial Management Information software, GIS Software, Pavement Management, Document Imaging software and hardware such as printers and respective peripherals. Core functions such as file and email systems are in place to insure data integrity and reliability. The Information System team also maintains the City Website and intranet. Through the use of the Information Systems call log we manage the high volume of requests in an efficient and fair manner. The call log is maintained daily by the IS team.

PERFORMANCE/WORKLOAD MEASURES:

- Logged about 1,200 calls for the year.

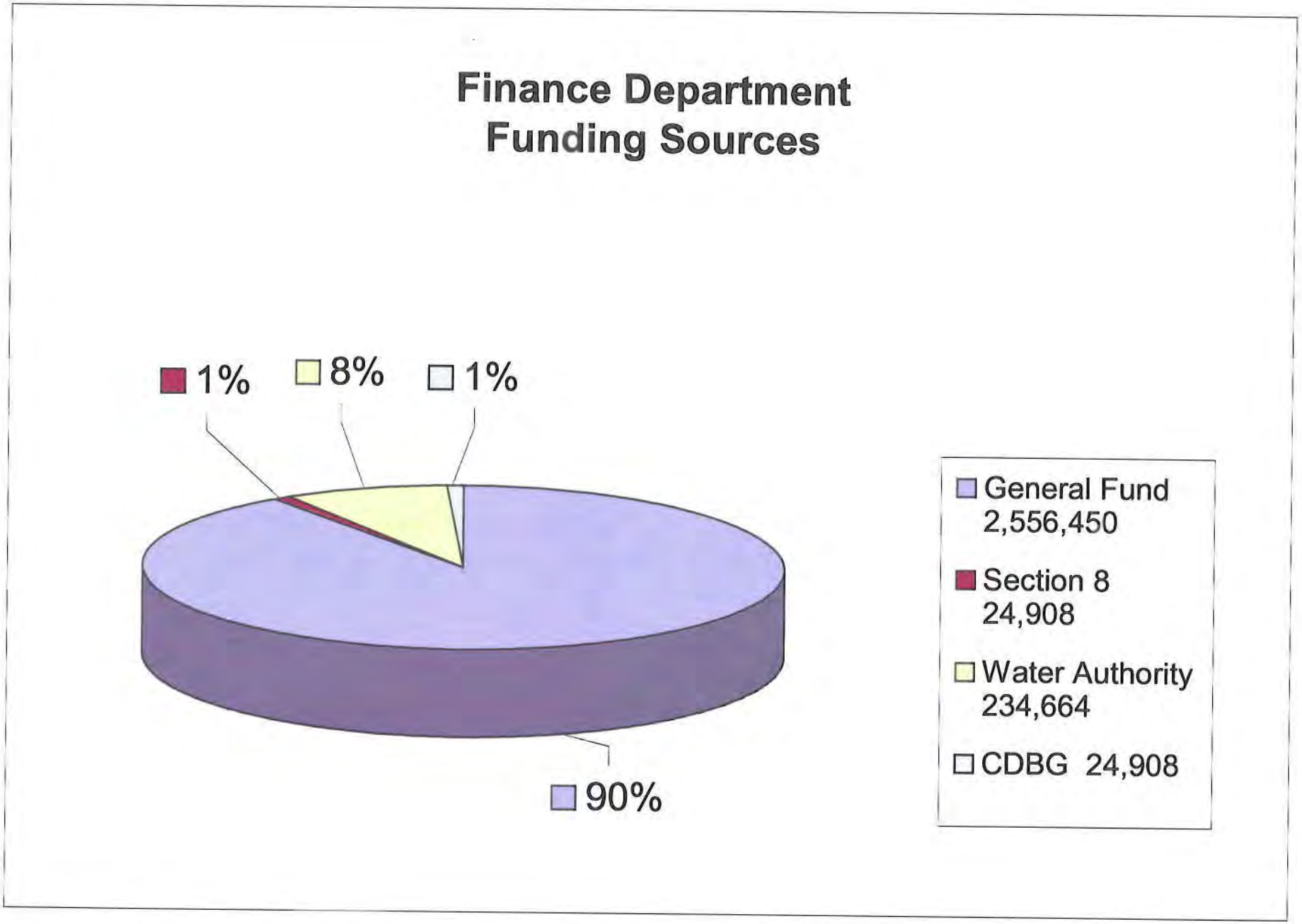
KEY ACHIEVEMENTS 2007-2008

- Upgraded network Security Software (Symantec Enterprise).
- Deployed Track-it call-log system.
- Established fiber-optic connections to Senior Center, Pico Park, Arts Center, and Recreation Buildings to deliver gigabit speed connectivity.
- Completed Technology Refresh #5 (45 machines).
- Upgraded to Websense (previously SurfControl) Web and Email Filtering.
- Added network connectivity to Rio Vista Park by connecting this remote site via VPN technologies into our corporate network.
- Provided support to Parks and Recreation in reader board upgrades at all park sites.
- Drafted and implemented email retention policy working with City Attorney and personnel.
- Increased internet download speeds by 67% by upgrading to Time Warner Business Internet at a speed of 10Mbs.
- Hired two part-time interns to assist in day to day operations as well as provide an added first level tier support.

PROGRAM STATEMEMT
Information Systems

KEY GOALS FOR 2008-2009

- Continue to improve call log response times, overall customer service, and support provided by Information Systems.
- Upgrade financial system – evaluating various competing solutions.
- Upgrade remaining financial forms to laser printing (purchase orders).
- Implement website content management software (vision internet) in collaboration with Public Information.
- Enhance current phone infrastructure to provide added functionality and features.
- Implement city wide SAN solution to provide additional storage and improve overall performance.
- Establish fiber-optic network connectivity from Smith Park to City Hall.
- Improve Information Systems current and future EOC strategy.


Finance Department
Funding Sources
1%
8%
1%
90%
General Fund
2,556,450
Section 8
24,908
Water Authority
234,664
CDBG 24,908

This page left intentionally blank

City of Pico Rivera
Finance Department

Fund/Acct: **010-0800** **550-0800**
010-0820 **630-0800**
531-0800

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	1,564,737	1,828,389	1,365,376	1,544,030
Maintenance & Operation	947,830	963,450	1,096,212	1,264,800
Capital Outlay	0	50,000	20,000	32,100
TOTAL	2,512,567	2,841,839	2,481,588	2,840,930

Source of Funds:	
General Fund	2,556,450
Section 8	24,908
Water Authority	234,664
CDBG	24,908
	2,840,930

City of Pico Rivera

Finance Department

FULLTIME EQUIVALENTS & SALARIES						
Position	FTE	2006-2007 Adopted Budget	FTE	2007-2008 Adopted Budget	FTE	2008-2009 Proposed Budget
Full-Time:						
Director	1.00	115,800	1.00	119,108	0.00	0
Deputy Director	1.00	0	1.00	96,919	1.00	50,917*
Senior Manager	2.00	176,300	1.00	96,919	1.00	37,227*
Revenue Manager	1.00	68,300	1.00	68,328	1.00	75,372
Senior Technician	1.00	76,600	1.00	75,438	1.00	73,416
Revenue Collections Assistant	1.00	49,400	1.00	50,651	1.00	51,918
Accountant I	0.00	0	2.00	100,033	1.00	54,865
Accountant II	0.00	0	0.00	0	1.00	60,565
Accountant III	2.00	133,300	1.00	65,040	1.00	70,036
Account Clerk II	5.00	208,300	4.00	171,529	4.00	177,654
Account Clerk III	3.00	134,600	2.00	91,955	2.00	94,243
Computer Technician	2.00	91,600	2.00	103,592	2.00	107,120
Duplicating Equipt Operator	1.00	42,500	1.00	43,567	1.00	44,661
Executive Assistant	1.00	54,000	1.00	57,784	1.00	60,393
Part-Time:						
Administrative Intern	1.81	42,000	1.81	42,000	1.81	47,000
* Note: Senior Management Positions are contract positions						
provided by Herrera & Associates, CPA's						
TOTAL:	22.81	1,192,700	20.81	1,182,863	19.81	1,005,400

City of Pico Rivera
Finance Department
Accounting Division

Fund/Acct: **010-0800** **550-0800**
531-0800 **630-0800**

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	1,279,799	1,453,232	1,142,974	1,259,520
Maintenance & Operation	767,175	757,650	928,734	1,032,800
Capital Outlay	0	0	0	2,100
TOTAL	2,046,974	2,210,882	2,071,708	2,294,420

Source of Funds:	
General Fund	2,059,940
Section 8	24,908
Redevelopment	0
Water Authority	184,664
CDBG	24,908
	2,294,420

City of Pico Rivera
Finance Department
Accounting

Fund/Acct: **010-0800**
520-0800
531-0800
550-0800
630-0800

SALARIES & WAGES					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	823,214	889,552	705,639	777,851
41120	Vacation/Sick Leave	28,636	50,291	33,055	31,792
41200	Hourly Salaries	28,984	32,000	26,955	32,000
41300	Overtime	11,394	15,000	10,315	15,000
41500	PERS	202,321	212,000	190,760	188,337
41501	PARS	1,092	1,200	1,055	1,200
41600	Worker's Compensation	0	28,628	0	25,116
41700	Disability Insurance	6,681	7,547	6,539	7,516
41800	Unemployment Insurance	4,343	3,811	0	3,296
41900	Group Health & Life Ins.	140,847	180,000	141,658	150,909
41901	CBI Payments	7,200	7,200	6,900	7,200
41902	Cash Benefit	5,720	5,780	5,129	4,944
41903	Auto Allowance	7,238	6,700	3,627	2,520
41930	Medicare/Tax employer	12,128	13,523	11,343	11,839
	TOTAL	1,279,799	1,453,232	1,142,974	1,259,520

City of Pico Rivera
Finance Department
Accounting

Fund/Acct: **010-0800**
550-0800

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42000	Central Stores Purchases/Issues	8,372	4,500	4,500	4,500
42100	Postage	43,458	52,000	51,949	48,000
42200	Departmental Supplies	46,444	45,400	40,105	45,500
42300	Advertising	0	0	75	0
42400	Printing & Duplicating	0	1,000	1,149	1,000
42600	Membership & Dues	2,838	2,500	1,524	1,500
42700	Books & Periodicals	395	500	250	500
43200	Mileage Reimbursement	241	250	383	400
43300	Equip Maint & Rental	12,748	10,000	13,103	13,500
43500	Small Tools & Equipment	0	500	703	700
44100	Special Dept Expense	3,870	5,500	500	500
44300	Telephone	262,540	250,000	246,326	246,000
44400	Professional Services	22,333	0	65,871	0
44500	Contracted Services	344,969	349,000	487,026	652,200
44530	Credit Card Charges	7,490	6,000	9,046	12,000
44800	Conventions & Meetings	6,831	12,500	3,458	5,500
44900	Schools & Training	1,813	2,000	430	0
46992	Bank Service Charge	2,832	16,000	2,336	1,000
	TOTAL	767,175	757,650	928,734	1,032,800

City of Pico Rivera

Finance Department

Accounting

Fund/Acct: **010-0800**

CAPITAL OUTLAY					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
47300	Furniture & Equipment	0	0	0	2,100
	TOTAL	0	0	0	2,100

City of Pico Rivera
Finance Department
Accounting Division

FUND/ACCT: 010-0800

MAINTENANCE & OPERATION
(Justification & Support Data)
WORKSHEET

Object	Expenditure		2008-2009 Adopted Budget
42600	Membership & Dues		1,500
	CSMFO	200	
	CMTA	250	
	GFOA	500	
	ASSO. OF GOV'T ACCOUNTANTS	200	
	CMBTA (Revenue Manager & Supervisor)	100	
	CAPPO;NAPM;NIGP	250	
43300	Equip Maintenance & Rentals		13,500
	Konica 7085 ($600/mo)	7,200	
	Konica 7075 ($350/mo)	4,200	
	Hasler Mailer ($250/qtr)	1,000	
	DWC Mailing Yearly Maintenance	800	
	Miscellaneous	300	
44500	Contracted Services		602,200
	Animal Control Service	185,000	
	License Canvassing	21,000	
	Mail Courier ($2500)/Shredding Services ($700)	3,200	
	Harris/Software	5,500	
	UUT Contract/Franchise Compliance	19,000	
	Sales Tax Audit	15,000	
	Audit Services	60,000	
	Temporary Personnel - Finance Director	150,000	
	Temporary Personnel - Deputy Finance Dir	73,600	
	Temporary Personnel - Purchasing Manager	69,900	
44800	Convention & Meeting		5,500
	CMTA($1,200); GFOA ($2000)	3,200	
	CA Contract Cities ($1,500); Misc ($800)	2,300	
	TOTAL		622,700

City of Pico Rivera
Finance Department
Accounting Division

FUND/ACCT: 550-0800

MAINTENANCE & OPERATION
(Justification & Support Data)
WORKSHEET

Object	Expenditure		2008-2009 Adopted Budget
44500	Contracted Services		50,000
	Temporary Personnel Finance - Herrera & Associates, CPA's	50,000	
	TOTAL		50,000

City of Pico Rivera

Finance Department

Information System

Fund/Acct: **010-0820**

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	284,939	375,157	222,402	284,510
Maintenance & Operation	180,655	205,800	167,478	232,000
Capital Outlay	0	50,000	20,000	30,000
TOTAL	465,594	630,957	409,880	546,510

Source of Funds:	
General Fund	546,510
	546,510

City of Pico Rivera

Fund/Acct: **010-0820**

Finance Department

Information System

SALARIES & WAGES					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	193,578	231,927	123,760	180,536
41120	Vacation/Sick Leave	3,603	13,113	12,552	9,550
41200	Hourly Salaries	7,347	10,000	13,624	15,000
41300	Overtime	512	5,000	3,968	5,000
41500	PERS	46,984	53,990	42,066	42,341
41501	PARS	270	400	400	563
41600	Worker's Compensation	0	7,524	0	6,064
41700	Disability Insurance	1,641	1,709	1,334	1,576
41800	Unemployment Insurance	0	922	0	804
41900	Group Health & Life Ins.	21,567	39,346	19,933	19,161
41901	CBI Payments	2,400	2,400	550	0
41902	Cash Benefit	883	1,000	870	720
41903	Auto Allowance	3,120	3,900	906	0
41930	Medicare/Tax employer	3,035	3,926	2,439	3,195
	TOTAL	284,939	375,157	222,402	284,510

City of Pico Rivera

Fund/Acct: **010-0820**

Finance Department
Information System

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage	0	0	0	0
42200	Departmental Supplies	11,457	27,000	14,071	30,000
42300	Advertising	0	0	0	0
42400	Printing & Duplicating	0	0	0	0
42600	Membership & Dues	122	500	100	300
42700	Books & Periodicals	0	0	0	0
43200	Mileage Reimbursement	101	300	100	200
43300	Equip Maint & Rental	1,462	10,000	8,080	12,000
43500	Small Tools & Equipment	71,007	9,000	9,000	35,000
44100	Special Dept Expense	0	5,000	1,000	0
44300	Telephone	14,284	15,000	18,034	20,000
44400	Professional Services	0	0	0	0
44500	Contracted Services	82,223	131,000	115,843	133,000
44530	Credit Card Charges	0	0	0	0
44800	Conventions & Meetings	0	3,000	500	500
44900	Schools & Training	0	5,000	750	1,000
	TOTAL	180,655	205,800	167,478	232,000

City of Pico Rivera

Finance Department

Information System

Fund/Acct: **010-0820**

CAPITAL OUTLAY					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
47300	Furniture & Equipment	0	50,000	20,000	30,000
	TOTAL	0	50,000	20,000	30,000

City of Pico Rivera

Finance Department

Information Systems Division

FUND/ACCT: 010-0820

MAINTENANCE & OPERATION
(Justification & Support Data)
WORKSHEET

Object	Expenditure		2008-2009 Adopted Budget
42200	Departmental Supplies		30,000
	Misc Supplies (As needed to provide city wide repairs and support)	30,000	
43500	Small Tools & Equipment		35,000
	IS Tools & Equipments	3,000	
	Software for System Upgrade	6,000	
	Various Remote Network Updates	26,000	
44500	Contracted Services		133,000
	Harris Computer Systems		
	Monthly Support	43,000	
	Unidata/Wintegrate Licenses	8,000	
	Computer Consultant	10,000	
	LAN Support	40,000	
	Capella Solutions	8,000	
	Contingency	10,000	
	Mail 199 Program	12,000	
	Upgrade Sites/Network Upgrade	2,000	
	TOTAL		198,000

This page left intentionally blank

City of Pico Rivera

Non Departmental

Fund/Acct: **010-0900**

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	859,056	760,000	934,141	801,600
Maintenance & Operation	320,172	474,900	442,500	471,800
Capital Outlay	0	0	0	0
TOTAL	1,179,228	1,234,900	1,376,641	1,273,400

Source of Funds:	
General Fund	1,273,400
	1,273,400

City of Pico Rivera

Fund/Acct: **010-0900**

Non Departmental

SALARIES & WAGES					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	0	0	0	0
41120	Vacation/Sick Leave	0	0	0	0
41200	Hourly Salaries	0	0	0	0
41300	Overtime	0	0	0	0
41500	PERS	0	0	0	0
41501	PARS	3,600	0	3,600	3,600
41600	Worker's Compensation	207,390	0	186,848	0
41700	Disability Insurance	0	0	0	0
41800	Unemployment Insurance	0	0	0	0
41900	Group Health & Life Ins.	648,066	760,000	743,693	798,000
41901	CBI Payments	0	0	0	0
41902	Cash Benefit	0	0	0	0
41903	Auto Allowance	0	0	0	0
41930	Medicare/Tax employer	0	0	0	0
	TOTAL	859,056	760,000	934,141	801,600

City of Pico Rivera

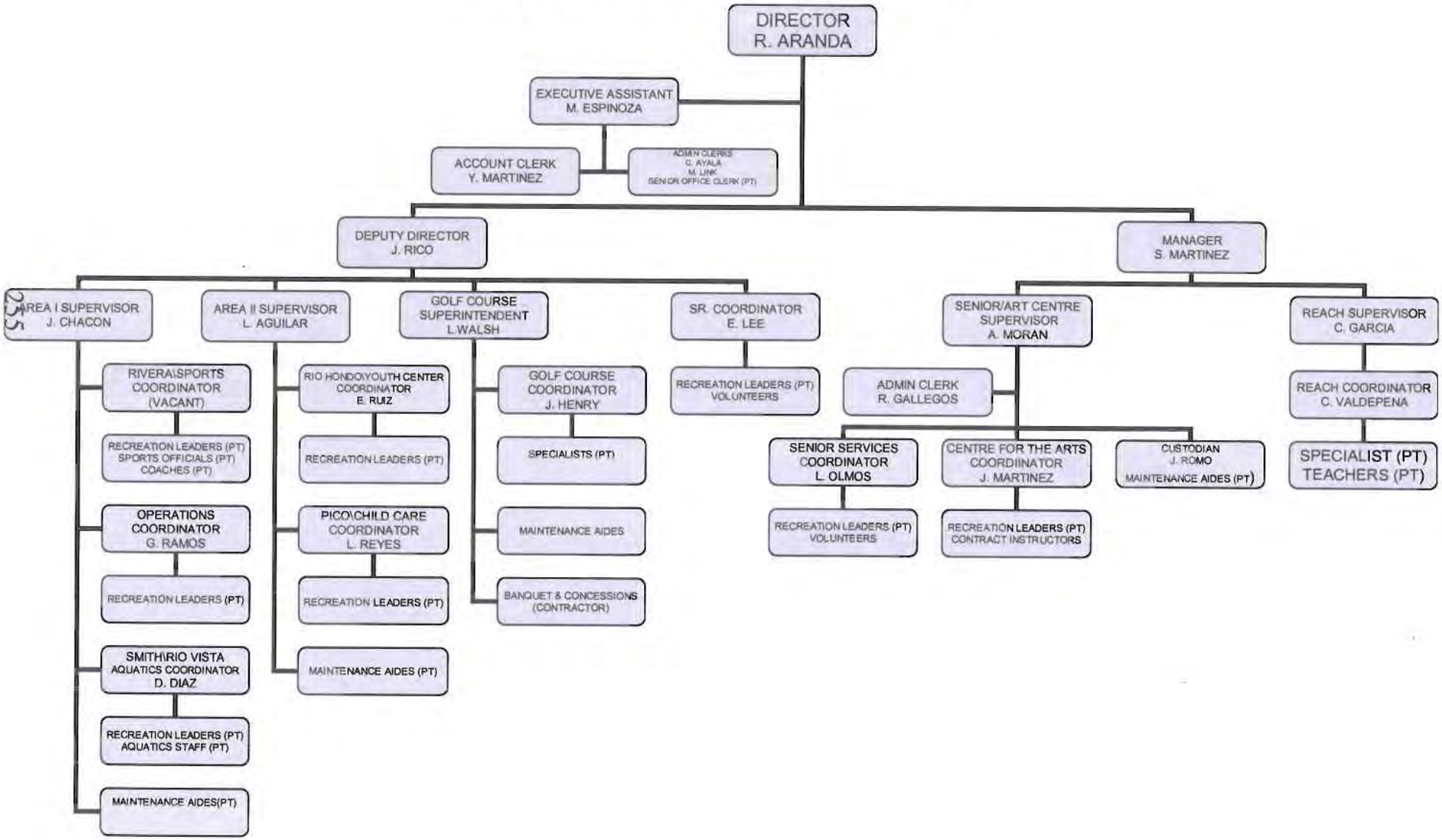
Fund/Acct: **010-0900**

Non Departmental

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage	0	0	0	0
42200	Departmental Supplies	0	0	0	0
42300	Advertising	0	0	0	0
42400	Printing & Duplicating	0	0	0	0
42600	Membership & Dues	49,761	50,000	50,000	52,500
42700	Books & Periodicals	0	0	0	0
43200	Mileage Reimbursement	0	0	0	0
43300	Equip Maint & Rental	0	0	0	0
43500	Small Tools & Equipment	0	0	0	0
44100	Special Dept Expense	0	25,000	0	0
44300	Telephone	0	0	0	0
44400	Professional Services	0	0	0	0
44500	Contracted Services	3,120	23,900	16,500	24,500
44530	Credit Card Charges	0	0	0	0
44800	Conventions & Meetings	0	0	0	0
44700	Insurance & Surety Bonds	267,291	376,000	376,000	394,800
	TOTAL	320,172	474,900	442,500	471,800

This page left intentionally blank

PARKS AND RECREATION DEPARTMENT
Organization Chart



This page left intentionally blank

PROGRAM STATEMENT
Parks & Recreation

MISSION:

We strengthen community by creating experiences that promote healthy lifestyles, connect families and neighbors, encourage lifelong learning, and celebrate life.

The Parks and Recreation Administrative Division provides oversight and management of the Department. Specific functions include personnel, resource management, budget preparation and control, program registration, and program scheduling, training, and general administrative support. This division ensures that programs, staff and resources meet the standards of the department and community. Administration staff lead a team of recreation professionals in developing policies and goals. Additionally, this division provides administrative staff support to the newly created Parks and Recreation Commission.

The Facilities and Programs division provides year-round recreational programs and operation of the city's recreational facilities. Programs are offered at Pio Pico playground, and Pico, Rio Hondo, Rio Vista, Rivera, Smith, and Streamland Parks. This division is responsible for the maintenance of the buildings and facility scheduling. Staff in this division is also responsible for production of the ETC brochure, adult sports programs, and works closely with the Community Youth Sports Organizations (CYSO).

The Child Care Division includes funding for the after school 'Walking Crew', and the seasonal day camp programs such as 'Kids Camp', 'Camp Alottafun', and for teens 'Camp Pride'. Additionally this division operates the Tiny Tot programs for 3-5 years olds. Programs include daily activities and field trips. All programs recover 100% of direct programming costs from participant fees.

The Special Events division coordinates all citywide events including the July 4th Spectacular, Halloween Spooktacular, Winter Wonderland, Spring Bunny Hop, Community Pride Day, and Movies in the Park. This year the division is also supporting the Pico Rivera 50th Anniversary Celebration events such as the expanded 4th of July Spectacular, Health Fair and Fun Run, the anniversary parade, and the anniversary ball. In addition, this division supports several non-departmental events such as meetings, ribbon cuttings, and receptions.

The Sports division offers recreation leagues to youth 7-17 years of age. Leagues are organized for flag football, volleyball, basketball and dodge ball. Qualifying teams advance and represent the city at the Southern California Municipal Athletic Federation (SCMAF) regional tournaments. Sports Camps are also offered to youth during summer and holiday breaks. Toddler sports are offered year round to boys and girls ages 5 - 7 in t-ball, soccer, flag football, and basketball. The division conducts local competitions in nationally affiliated programs such as the *Aquafina Pitch, Hit & Run Competition*, the *NFL/Pepsi Punt, Pass & Kick*, and the *Kellogg Junior Olympics*. This division also organizes the Mayor's Youth Baseball and Softball Tournaments and offers workshops and trainings to the community on positive coaching and sportsmanship.

The Aquatics Division operates and maintains the Olympic-size pool at Smith Park, offers seasonal swimming lessons, lap swim, recreational swim, aqua aerobics, diving instruction,

water polo, poolside special events, and the Junior Lifeguard program. The Aquatics Division also hosts a number of the end of the year swim parties for schools in the community.
The Recreation and Education Accelerating Children's Hopes (REACH) program is the result of a successful partnership and collaboration between the City and El Rancho Unified School District. Funded through two grants from the California Department of Education's After School Education and Safety Program (ASES), REACH utilizes a literacy and arts-based curriculum to serve a daily average of 960 first through fifth grade students. With the closure of four schools in Fall of 2008, we shall be serving the remaining eight elementary schools in the El Rancho Unified School District. Actual grant funding reimbursement is based on actual daily attendance. There is a 33% matching requirement. This is provided by in-kind services that are provided by the City and its partners.

The Contract Classes Division includes expenditures for all the specialized interest classes. Contract instructors are paid on a percentage basis from the class registration fees. All fees collected for classes cover 100% of the expenditures for this division.

The mission statement for Teen Services division is, *"To inspire and enable teens to make healthy decisions by providing alternatives to risky behavior, building strong character and positive lifestyles through social, recreational and educational growth."* The Teen Services division offers programs and operates from the Pico Rivera Youth Center, located adjacent to Rio Hondo Park. In the coming year teen programs will expand to additional park sites. Teen programs include recreational activities, educational workshops, field trips, and volunteer opportunities.

The Operations Division was previously funded in the facilities and programs division. This division was created to identify the logistical support for department and city-wide events including activities of community organizations. Staff in this division maintain and prepare the ball fields for daily use by the Community Youth Sport Organizations (CYSO's). This division also manages the department storage facilities and maintains inventory of the department supplies, equipment, and vehicles.

The Pico Rivera Skate Park facility is open daily from 10:00 a.m. to dusk and provides youth an opportunity to participate in roller skating activities. Maintenance is handled by the Public Works Department and enforcement of rules is handled primarily by the Sheriff's Department. Structured activities may be provided based on available funding.

The Concerts in the Park division was created to identify funding for the Summer Concert Series. This division will offer two concerts this year. Funding was formally allocated in the Centre for the Arts division budget.

The Senior Services division operates the Pico Rivera Senior Center. The center offers a variety of services, information, classes, social services, recreational opportunities, health and fitness activities, sports, a daily nutrition program, and special events for persons 50 and older. These activities improve the overall quality of life, health and being of the community's senior population. Building maintenance of the Senior Center, Centre for the Arts and the History and Heritage Museum is funded in this division. Senior Center staff also supports the Pico Rivera

Christmas Baskets Committee by facilitating events, such as the Trick-or-Treat for Hunger and the annual Christmas Basket distribution. Assistance is provided to the thrift store at the Al Natividad Center. The Senior Center staff also works with the Pico Rivera History and Heritage Society to organize shows and events.

The Centre for the Arts Division creates experiences that connect families and celebrate life by offering diverse art experiences to the community through instructional classes, exhibitions, and special events. The division seeks to provide an environment which encourages individuals to nurture and enhance their artistic abilities in a friendly atmosphere.

The Parks and Recreation Commission was re-established in 2007. Meetings are conducted once per month and offer an opportunity for the community to share information regarding programs and services. Commission members are appointed by the City Council and serve as an advisory group on all matters relating to city parks and recreation programs and services. This division also provides sponsorship of a reception to the Rio Hondo Symphony following one of their concerts.

The Pico Rivera Trips and Tours division offers family excursions throughout the year for the enjoyment of residents at very affordable prices. The division promotes an active, healthy lifestyle by providing opportunities for patrons to visit places they may not otherwise have the opportunity to visit. All costs associated by this division are recovered through participant fees.

The Pico Rivera Municipal Golf Course Division operates and maintains a lighted 9-hole executive golf course and driving range. The course and driving range is open seven days a week. The course staff also operates a pro shop, organizes tournaments, offers golf lessons and conducts a Junior Golf program. The golf course café and banquet facility is operated by an outside concessionaire with oversight provided by division staff.

PERFORMANCE WORKLOAD MEASURES:

Facility & Programs Division

- Provide exceptional customer service to the community.
- Offer programs that are creative, fun and help to build the self-esteem of children.
- Ensure residents are informed of the programs and services available to them through various media outlets.
- Maintain quality, clean and safe facilities for the community to use.
- Expand opportunities for adults to participate in organized sports.

Child Care Division

- Provide a convenient and efficient participant registration system, including automatic payment options.
- Offer families a menu of service options so they can tailor their child care needs with family schedules and interests. This includes offering early drop-off or late pick-up

options for day camp, expanding the swim lesson program during summer, and including excursions at a minimal cost.

- On-line access to programs and services information, providing 24-hour service.
- Seasonal specialty camp options which offer kids the chance to explore a sport, science, or the visual and performing arts.
- Partnering with "Teacher Prep" programs at local community colleges to offer tutoring during the after-school hours at park sites.

Special Events

- Build community pride by offering family friendly events at a reasonable cost.
- Increase volunteer opportunities and develop a recognition program.
- Partner with local businesses, schools, and organizations to seek sponsors and in kind support for city events.

Sports Division

- Provide positive and supportive coaching to the youth in our community.
- Provide unique sport opportunities for the youth in our community.
- Provide opportunities for youth to participate in sports in a less competitive recreational atmosphere.

Aquatic Division

- Maintain a safe and clean facility.
- Provide residents with opportunities to learn about water safety.
- Provide knowledgeable and supportive instruction to program participants.
- Provide a convenient and efficient participant registration system.

REACH

- Provide a convenient and efficient participant registration system.
- Expand after school collaborative partnerships to include the Pico Rivera business community.
- Recruit and retain quality staff by increasing training and providing additional opportunities for staff development.
- Prepare grant applications for funding support to offset cost of Special Skill instruction, enrichment activities, and to provide additional field trip opportunities for students.

Contract Instructors

- Offer a variety of opportunities for the community to participate in specialized recreational classes.
- Recruit and retain a number of qualified instructors.

- Expand opportunities for participant feedback.
- Provide instructors with marketing tools and teaching opportunities.

Teen Services Division

- Create a positive environment for teens, providing them with alternative activities enabling them to make healthy decisions.
- Expand teen programs and services to other areas in the community.
- Formalize Teen Volunteer Service within our community.
- Expand partnerships with other teen service providers.
- Provide educational sessions on peer pressure issues and college selection.

Operations Division

- Provide safe and quality maintenance and preparation of the city's ball fields.
- Deliver supplies and equipment in a timely manner for community events.
- Organize and maintain department equipment and storage areas.

Concerts in the Park Division

- Offer quality concerts that are received and enjoyed by the community.

Senior Services

- Maintain a clean, safe, and attractive facility for optimal public use.
- Assist with the Trick-or-Treat for Hunger and Christmas Baskets Distribution events.
- Assist the Pico Rivera History and Heritage Society and Historical Museum.
- Conduct ongoing customer surveys and patron interviews to solicit input on future program offerings and social service to meet the needs of our Senior Citizens needs.

Centre for the Arts

- Provide positive and unique art classes and activities for our community.
- Expand opportunities for adults to participate in fine art instruction.
- Provide residents with opportunities to learn about cultural arts through exhibits, trips, and special events.

Trips and Tours

- Organize excursions that are family orientated and promote an active lifestyle.
- Provide exceptional customer service to all patrons.
- Measure customer satisfaction through evaluations of excursions to ensure quality of service and to solicit input on future trip offerings.
- Train volunteer trip escorts that will ensure the safety of all excursion participants.

Golf Course

- Maintain high quality course conditions and a high quality golf experience.
- Analyze and implement a new fee structure to increase revenues for golf and driving range that is comparable to surrounding community golf courses.
- Expand Jr. Golf Program through marketing and outreach efforts such as the "Sticks for Kids" program offered to students enrolled in REACH and our new year round junior club.
- Provide exceptional customer service that encourages golfers to be repeat players.
- Offer a variety of merchandise that will enhance the revenue of the Pro Shop.

KEY ACHIEVEMENTS 2007-2008:

Facility and Program Division

- Established the Teen Services division.
- Closed out the Rio Hondo Park Renovation Grants, securing approximately $3,000,000 in reimbursable funds.
- Served approximately 1,700,000 participants in various programs at the parks.
- Pico Park and Smith Park lobbies received a face lift.
- Collaborated with the Public Information Department to use CTV3 more regularly to market programs and services.
- Created innovative marketing opportunities to get information about our programs out to the community.
- Renovated the Rivera Park hardscape surrounding the playground area thus improving ADA access to the park amenities.
- Prepared 1,375 ball fields for games.
- Supported 60 department events.
- Supported 30 community events.
- Supported 16 non-departmental events.
- Renovation of Rivera Park community center lobby, which included new tile, front counter, ADA accessible pathways to park amenities, lighting and shelter.

Child Care

- All programs recovered 100% of direct programming costs from participant fees.
- Provided quality child-care programs at a reasonable cost.
- The Parks and Recreation Department remains the primary childcare provider in the City during after-school hours.
- Served over 3,000 youth during the school year and 2,000 during the summer.
- Pico Rivera's day camp programs cost less than any day camp offered in surrounding area.

- Successfully implemented summer camp swim lessons to camp participants at a discounted price.
- Successfully transferred the Tiny Tot classes into the Child Care division, standardizing program content and improving staff development.
- Dance and art lessons were introduced.
- Class participants performed at the quarterly city-wide dance recitals.
- Tiny Tot classes added parent and child Activity Days.
- A new Child Care room was renovated at Rivera Park.

Special Events

- Collaborated with other City Departments to successfully kick off the year-long schedule of events and programs to celebrate our city's 50th Anniversary.
- Developed new corporate partnerships and collaborations.
- Secured over $70,000 in cash and in-kind donations to support the community events.
- Increased event participation by 30% through creative marketing and quality offerings.
- Implemented the Haunted House component to the Halloween Spooktactular.
- Successfully implemented the Movies in the Park series.

Sports Division

- Provided parent workshops focusing on sportsmanship and the creation a fun, safe environment encouraging recreational experiences, while promoting health and wellness for youth within the community.
- Hosted two adult softball tournaments that provided recreational experiences for over 200 adults and promoted health and wellness.
- Offered eight volleyball camps for the youth within our community.
- Hosted local, sectional and regional competitions for various nationally affiliated youth sports alternative programs such as the Pepsi Pitch, Hit & Run, Pepsi Punt, Pass and Kick, and the Kellogg's Junior Olympics competitions, in attempt to increase marketing and promotions.

Aquatics

- Renovated portions of the Aquatic Center such as concrete, pumps, and lights using grant funding.
- Instructed over 2,000 participants in swim programs.
- Hosted 10 pool rentals.
- Hosted Raging Waters' annual In-service trainings.
- Hosted community free water safety day.
- Served over 25,000 recreation swim participants and 1,000 adult lap swimmers.
- Surpassed projected revenue goal.

PROGRAM STATEMENT
Parks & Recreation

REACH

- Provided a free, safe, supervised, and engaging after-school program for over 1,200 children, throughout the school year.
- According to Los Angeles County and Children Now, Inc., the average cost for after-school childcare is $275 per month. Based on yearly attendance figures, the REACH Program provides a cumulative annual savings of over $2,508,000 to the community.
- Partnered with Pico Rivera Golf Course to provide program participants lessons in the sport of golf by implementing the Sticks for Kids program.
- Held 4th annual REACH Spring Concert at Senior Center with 240 students participating and over 1,000 family and friends attending. The show was also aired on CTV3.
- Implemented fine arts training for REACH staff in order to expand on the existing program infrastructure. Staff implemented a new art curriculum including ceramics, fine art, and screen printing.
- Expanded the Special Skills component by hiring two fine art instructors into the program, which offer specialized training in the arts.
- Purchased laptops for program to provide flexibility and mobility including instant access to program information.
- Successfully standardized grant input by implementing a new attendance tracking system.

Contract Instructors

- Expanded search of instructors, as well as, other types of programs by recruiting at the local colleges, networking with other agencies and researching via the internet.
- Ensured that all new instructors have the appropriate qualifications to track their desired program and that they are professional and held accountable for their performance.
- Reformatted the evaluation form and process to improve return rate and quality of information to residents, instructors and staff.

Teens Services

- Developed a "homework help" program at the Youth Center.
- Identified contractors to host workshops on education, peer pressure and various life skills.
- Provided opportunities for use of services and development of new partnerships.
- Established a new reading program at the Youth Center.
- Provided opportunity for teens to design art pieces for the interior and exterior of the Youth Center.
- Expanded staff participation in the area Teen Coalition to develop networking opportunities.

Senior Services

- Provided ongoing information on community resources.

- Provided contract classes in computer usage, fitness, photography, dancing, and exercise for seniors.
- Coordinated and provided ongoing health screenings, workshops, and lectures that promote healthy living.
- Served over 20,000 seniors throughout the year.
- Provided programming and support services to seven senior clubs.
- Facilitated Christmas Baskets Distribution to provide over 850 Christmas baskets to residents.)
- Facilitated city-wide Trick-or-Treat for Hunger for 400 participants.
- Facilitated oversight of the Pico Rivera History and Heritage Society and Historical Museum.
- Filled the positions of one full-time Custodian and two hourly Maintenance Aides to handle day-to-day maintenance and custodial duties for both the Senior Center and Art Centre facilities.

Centre for the Arts

- Produced five free summer concerts at Smith Park that were attended by nearly 6,000 people.
- Presented four new exhibitions with work from regional and nationally recognized artists at the Centre for the Arts gallery with a combined attendance of approximately 5,500 persons. The *lowrider trike, choppers and chrome exhibit* was featured on Telefutura-Channel 60 a sister station of Univision television.
- Secured one summer internship grant from the Los Angeles County Arts Commission.
- Secured a $2,000 grant from the Target Corporation to fund the Art in the Park component of Summer Concerts in the Park. The program provides free art activities for families attending this event.
- Provided information services via event listings in the City of Los Angeles Annual Festival Guide & the Latino Heritage Month Calendar & Cultural Guide, various culturally related websites and through the City website.
- Provided an opportunity for Centre staff to attend valuable workshops pertaining to marketing and photography.
- Collaborated with the Pico Rivera History and Heritage Society to make improvements at the Pico Rivera Historical Museum for the upcoming exhibit to celebrate the City's 50th Anniversary titled "Reflections of our Past".

Trips and Tours

- Scheduled and coordinated approximately 15 family excursions that made it possible for over 600 patrons to enjoy a day of leisure.
- Maintained a professional partnership with the charter motor coach company, that provided clean, air conditioned vehicles with experienced and qualified drivers.
- Secured and trained 14 volunteer trip escorts that led approximately 45 passengers on each designated trip.
- Encouraged patrons of all ages to get out, get up and get active.

Golf Course

- Improved Golf Course fairways and greens.
- Improved efficiency of irrigation system.
- Improved customer service and customer relationships.
- Increased annual revenue in driving range by over $10,000 dollars with new key system.
- Increased rounds of golf played by 2,000 from the previous year, bringing total rounds played to 64,000.
- Pro-shop merchandise sales increased to $80,000 in revenue.
- Provided an opportunity for 300 kids to experience an introduction to golf through the very successful junior golf and after-school REACH programs.

KEY GOALS & OBJECTIVES FOR 2008-09:

Facility & Programs Division

- Expand Training opportunities for front line staff.
- Create innovative marketing opportunities to get information about our programs out in the community and develop a new marketing campaign to replace "Get Up, Get Out, Get Active".
- Renovate Pico Park Playground.
- Expand collaborations with Public Information to use CTV3 more regularly to market programs and services.
- Provide cross-training opportunities for staff.
- Renew contract with adult sports vendor to include more elaborate partnerships that include large-scale softball and basketball tournaments.

Child Care

- Continue to provide quality, low cost childcare service to parents in need of child care.
- Provide quality staff by providing additional and innovative opportunities for staff development.
- Develop a new brochure that would assist with marketing programs.
- Implement new drama workshops.

Special Events

- Expand the July 4th Celebration to include four-day celebration.
- Coordinate remaining 50th Anniversary events such as the Health Fair and Fun Run and the Anniversary Parade.
- Continue to increase sponsorships both in-kind and cash donations by recruiting new partners in the community.

- Continue to develop partnerships with the schools, service groups, and local businesses to expand volunteer base.

Sports Division

- Certify all volunteer coaches in First Aid & CPR.
- Develop and execute alternative sports clinics in youth volleyball and dodge ball.
- Apply to be the regional host for alternative youth sports events such as Pitch, Hit and Run, Punt Pass and Kick, and the Junior Olympics.
- Raise the percentage of volunteer coaches from 70 % to 85%.

Aquatic Division

- Expand marketing efforts by notifying residents in advance of the summer season, using flyers distributed in schools, Profile stories, and CTV3.
- Provide sufficient training for all lifeguards and swim instructors and request that the skills be demonstrated on a regular basis.
- Expand Senior Guard qualifications to include a skills test to ensure they are alert and in top condition to save lives if needed.
- Revamp Jr. Lifeguard program by developing a curriculum and partnering with other local communities to host skill competitions and networking events.
- Expand use of automatic payment system for swim registration.
- Provide more advance training to cashiers to reduce errors.
- Conduct daily inspection of the facility for needed repairs and maintenance issues.
- Complete the renovation of the front counter project.

REACH

- Hire special-skill instructors to teach music, art, sports, theater, and science.
- Partner with local community colleges to offer "college-bound" programs to participants.
- Revise the program registration process to include a lottery to fairly accommodate parents who are transferring schools due to school closures.

Contract Instructors

- Expand search of instructors and types of programs by recruiting at the local colleges, talking with other cities, and researching via the internet.
- Ensure all new instructors have the appropriate qualifications to instruct their desired program and that they are professional and accountable.
- Revamp the evaluation form and process to improve return rate and quality of information.
- Expand the Dance Recital to include a PowerPoint slide show presentation prior to the performances showing various classes in session.
- Offer emergency training to Contract Instructors.

Teen Services:

- Create an information handbook about the Teen Club for parents and participants.
- Identify other teen services in the area and create partnerships to serve the youth.
- Establish a partnership with a non-profit service agency where youth can offer volunteer service and gain valuable experience.
- Develop educational field trips to local universities where teens can meet with professors and students.
- Introduce teens to job workshops and fairs.

Operations

- Research options to reduce the cost of daily field preparations at city parks.
- Look to improve efficiency of support for community events.
- Replace field maintenance vehicles that no longer operate sufficiently.

Concerts in the Parks

- Plan and conduct two summer concerts for enjoyment by the community.

Senior Services

- Continue to operate the senior center with highest quality of customer service through staff and volunteers.
- Continue the development of programs/activities that appeal to seniors and parallel the needs of the senior community, as well as national and local senior trends, at a low cost.
- Begin renovation of the interior of the Senior Center by moving and expanding the fitness center to accommodate the growing number of active seniors and relocating the computer lab to more visible and secured location.

Centre for the Arts

- Offer fine arts and applied arts-based workshops to the local community.
- Increase attendance and local resident participation.
- Research new tools to expand our message to the community.
- Expand fund-raising activities and collaborative projects with nationally recognized cultural organizations.
- Establish the Centre for the Arts as a regionally recognized arts resource.
- Create an arts program targeted to adolescents and young adults.
- Collaborate with the Senior Center to provide arts services.
- Continue to establish a volunteer base for Centre for the Arts and special events.
- Continue to implement training for Centre staff and volunteers in order to provide quality customer services.

PROGRAM STATEMENT
Parks & Recreation

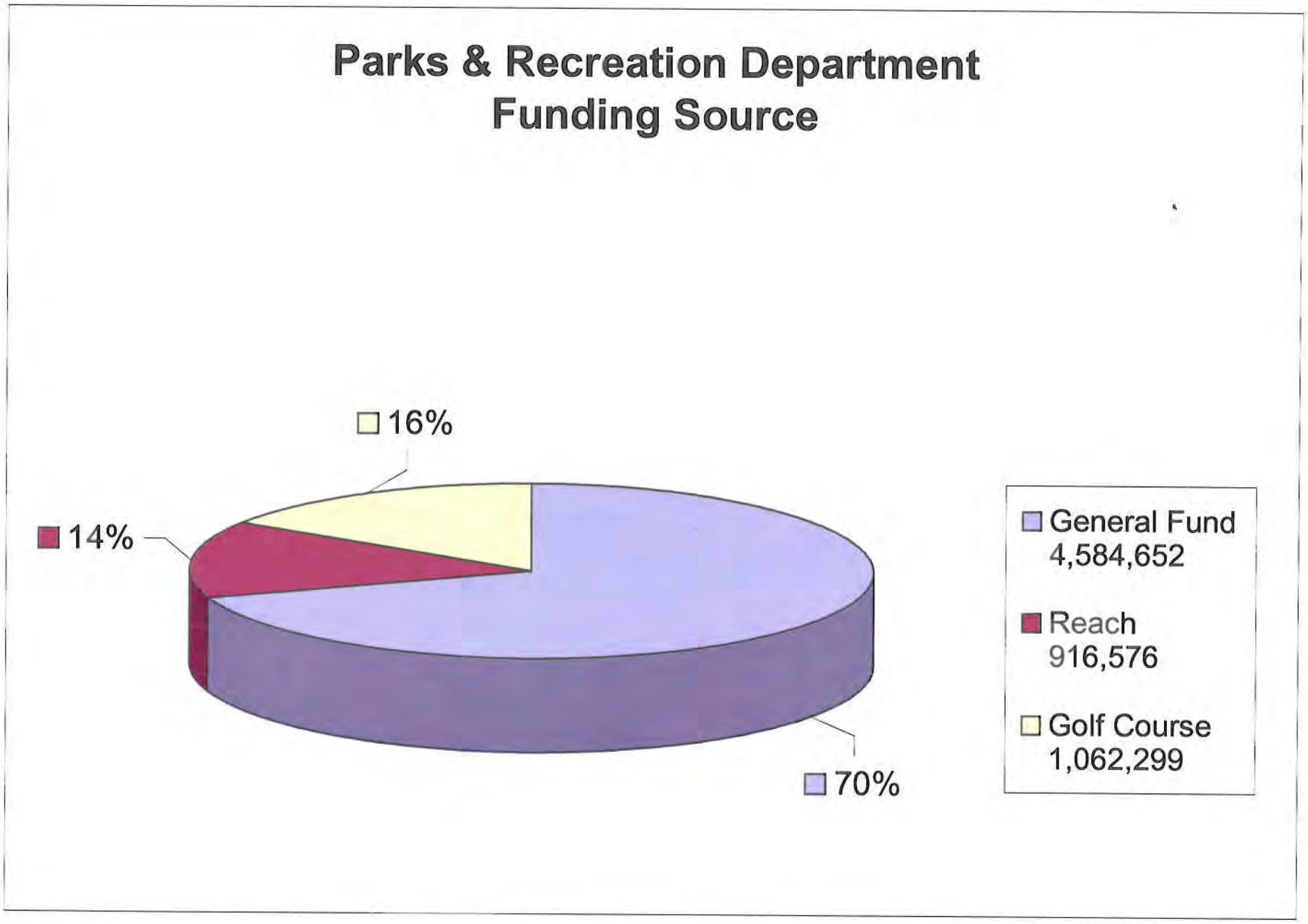
Trips and Tours

- Continue to research and coordinate new and exciting family excursions for patrons.
- Revise the Trips & Tours policy and procedure handbook for staff and escorts.
- Continue to scheduled buses for ongoing excursions for community senior clubs.
- Continue to prepare and distribute marketing materials.
- Offer 2 additional trips during each quarter.
- Recruit and train 2 additional volunteer escorts.

Golf Course

- Increase revenues through increased play and patronage to make the facility operate on a self-sustaining basis.
- Implement golf course maintenance best practices to bring landscaping and facility maintenance to the highest possible standards.
- Acquire new equipment to improve work efficiency and reduce down time.
- Improve the exterior appearance of the golf course and all facilities.
- Upgrade existing computer connection for Pro Shop. Implement CLASS software program for tracking point-of-sale revenues.
- Continue to expand Jr. Golf Programs.
- Increase tournament bookings.
- Revamp the lessons program.

This page left intentionally blank


Parks & Recreation Department
Funding Source
16%
14%
70%
General Fund
4,584,652
Reach
916,576
Golf Course
1,062,299

This page left intentionally blank

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	3,839,639	4,982,541	4,320,834	4,684,227
Maintenance & Operation	1,420,909	1,544,993	1,735,296	1,842,100
Capital Outlay	38,963	6,128	54,997	37,200
TOTAL	5,299,511	6,533,662	6,111,127	6,563,527

Source of Funds:	
General Fund	4,584,652
Reach	916,576
Golf Course	1,062,299
	6,563,527

City of Pico Rivera

Parks & Recreation Department

FULLTIME EQUIVALENTS & SALARIES						
Position	FTE	2006-2007 Adopted Budget	FTE	2007-2008 Adopted Budget	FTE	2008-2009 Proposed Budget
Full-Time:						
Director	1.00	117,939	1.00	119,076	1.00	98,867
Deputy Director	0.00	0		0	1.00	99,410
Senior Manager	1.00	92,304	1.00	171,876	0.00	0
Manager	1.00	70,847	2.00	140,444	1.00	70,941
Supervisor	4.00	252,113	4.00	261,677	5.00	342,588
Senior Coordinator	0.00	0	0.00	0	1.00	65,520
Coordinator	9.00	418,799	11.00	587,556	9.00	491,388
Maintenance Worker	1.00	39,324	1.00	42,426	0.00	0
Custodian	0.00	0	1.00	39,804	1.00	34,658
Account Clerk II	1.00	42,792	1.00	43,862	1.00	44,957
Administrative Clerk II	2.00	79,177	2.00	81,155	3.00	119,539
Secretary	1.00	46,944	1.00	48,118	0.00	0
Executive Assistant	1.00	53,831	1.00	56,538	1.00	60,393
Part-Time:		2,240,840		2,469,900		2,261,663
Sport Official	0.10		0.10		0.25	
Senior Lifeguard	0.30		0.30		4.60	
Maintenance Aide	7.35		12.70		12.70	
Reach Program Leader	17.73		17.73		15.50	
Recreation Leader I	18.56		18.56		18.50	
Recreation Leader II	5.15		5.15		8.50	
Recreation Leader III	8.75		8.75		8.75	
Recreation Aide	1.11		1.11		4.50	
Recreation Leader IV	1.96		1.96		4.25	
Specialist	8.35		8.35		8.35	
Specialist/Reach	7.72		7.72		6.25	
Senior Office Clerk	0.00		0.00		0.75	
TOTAL:	99.08	3,454,910	108.44	4,062,432	116.90	3,689,924

City of Pico Rivera
Parks & Recreation Department
Administration Division

Fund/Acct: **010-8000**

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	427,357	471,003	390,578	446,004
Maintenance & Operation	38,226	46,860	119,861	55,400
Capital Outlay	0	0	0	0
TOTAL	465,584	517,863	510,440	501,404

Source of Funds:	
General Fund	501,404
	501,404

City of Pico Rivera

Parks & Recreation Department

Administration Division

Fund/Acct: **010-8000**

SALARIES & WAGES					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	297,513	308,171	250,898	282,170
41120	Vacation & Sick Leave	167	14,499	10,701	3,638
41200	Hourly Salaries	2,878	5,000	5,528	19,428
41300	Overtime	130	0	807	6,000
41500	PERS	67,891	67,444	69,164	68,320
41501	PARS	95	188	249	729
41600	Worker's Compensation	0	9,712	0	8,937
41700	Disability Insurance	2,434	2,534	1,851	2,349
41800	Unemployment Insurance	0	1,193	0	1,152
41900	Group Health & Life Ins.	45,536	51,144	42,959	43,058
41901	CBI Payments	1,500	1,500	188	0
41902	Cash Benefit	1,776	1,776	1,742	1,446
41903	Auto Allowance	3,000	3,000	2,875	3,000
41904	Technology Stipend	0	0	0	1,200
41930	Medicare/Tax employer	4,438	4,842	3,617	4,577
	TOTAL	427,357	471,003	390,578	446,004

City of Pico Rivera

Parks & Recreation Department

Administration Division

Fund/Acct: **010-8000**

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage	0	0	0	0
42200	Departmental Supplies	2,978	6,000	6,055	6,000
42300	Advertising & Publication	0	0	0	0
42400	Printing & Duplicating	1,658	300	3,501	300
42600	Membership & Dues	535	460	620	500
42700	Books & Periodicals	180	100	0	100
43200	Mileage Reimbursement	184	200	172	400
43400	Building & Ground Maintenance	0	0	0	500
43500	Small Tools & Equipment	1,766	2,000	2,000	2,000
44100	Special Departmental Exp	1,207	2,000	1,958	16,000
44400	Professional Services	0	0	70,100	0
44500	Contracted Services	20,372	26,500	26,563	17,600
44530	Credit Card Service Charge	9,031	5,500	7,094	6,000
44700	Insurance & Surety Bonds	0	1,000	0	0
44800	Conventions & Meetings	315	2,800	1,800	6,000
	TOTAL	38,226	46,860	119,861	55,400

City of Pico Rivera

Fund/Acct: **010-8000**

Parks & Recreation Department

Administration Division

MAINTENANCE & OPERATION (Justification & Support Data) WORKSHEET			
Object	**Expenditure**		**2008-2009 Adopted Budget**
42200	Departmental Supplies		6,000
	Various sundries such as paper, pens, pencils, binders, dividers, printer ink, mailing labels, filing supplies, etc, for Department offices.		
42400	Printing & Duplicating		300
	Duplicating paper.		
42600	Membership & Dues		500
	Professional organization memberships in CPRS, NRPA, SCMAF and GCSA.		
42700	Books & Periodicals		100
	Trade books and periodicals.		
43200	Mileage Reimbursement		400
	Mileage reimbursement for office staff.		
43400	Building & Ground Maintenance		500
	Janitorial supplies for maintenance of Recreation and Public Safety building.		
43500	Small Tools & Equipment		2,000
	Various equipment including filing & storage units, printers, cameras and scanners.		
44100	Special Dept. Exp.		16,000
	Various supplies to support Department wide functions including meeting supplies, CPR & First Aid materials and certification fees for all staff and annual staff in-services training consisting handbooks, speakers, videos, identification badges, recognition awards, etc.		
44500	Contracted Services		17,600
	Building alarm for Department offices, coffee service, copier lease, and annual registration software system license fees.		
44530	Credit Card Svc Charges		6,000
	Department wide credit card surcharge.		
44800	Conventions & Meetings		6,000
	Attendance to professional meetings and conventions such as CPRS, ACTIVE, and NRPA.		
	TOTAL		55,400

City of Pico Rivera

Parks & Recreation Department

Recreation Facilities & Program

Fund/Acct: **010-8100**

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	1,273,410	1,517,711	1,284,193	1,294,685
Maintenance & Operation	234,880	251,800	258,819	232,325
Capital Outlay	6,565	0	14,097	10,500
TOTAL	1,514,855	1,769,511	1,557,110	1,537,510

Source of Funds:	
General Fund	1,537,510
	1,537,510

City of Pico Rivera

Fund/Acct: **010-8100**

Parks & Recreation Department

Recreation Facilities & Program

SALARIES & WAGES					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	427,098	492,197	402,279	366,473
41120	Vacation & Sick Leave	11,390	6,000	6,285	34,617
41200	Hourly Salaries	601,441	709,700	633,970	671,525
41300	Overtime	602	1,000	1,254	3,500
41500	PERS	92,625	112,531	97,578	88,732
41501	PARS	22,360	26,614	20,247	25,182
41600	Worker's Compensation	0	41,630	0	11,474
41700	Disability Insurance	3,705	4,060	2,862	2,885
41800	Unemployment Insurance	2,405	4,443	5,604	3,943
41900	Group Health & Life Ins.	95,533	97,553	95,692	67,765
41901	CBI Payments	0	0	0	0
41902	Cash Benefit	2,102	2,796	1,130	1,052
41903	Auto Allowance	0	0	1,500	3,000
41930	Medicare/Tax employer	14,148	19,187	15,793	14,537
	TOTAL	1,273,410	1,517,711	1,284,193	1,294,685

City of Pico Rivera

Fund/Acct: **010-8100**

Parks & Recreation Department

Recreation Facilities & Program

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage	9,725	12,500	13,562	9,000
42200	Departmental Supplies	9,645	9,000	8,053	9,000
42300	Advertising & Publication	33,335	66,000	60,943	52,800
42400	Printing & Duplicating	479	1,250	1,112	1,000
42600	Membership & Dues	1,440	1,000	0	1,300
42700	Books & Periodicals	0	0	0	25
43200	Mileage Reimbursement	442	1,300	508	5,000
43300	Equipment Maintenance & Rental	0	0	0	3,000
43400	Building & Ground Maintenance	39,145	44,000	43,016	25,900
43500	Small Tools & Equipment	44,851	35,800	45,793	50,000
44100	Special Departmental Exp	36,527	21,500	21,787	25,000
44500	Contracted Services	57,683	45,700	55,758	36,100
44700	Insurance & Surety Bonds	0	0	0	400
44800	Conventions & Meetings	1,609	13,750	8,287	13,800
	TOTAL	234,880	251,800	258,819	232,325

City of Pico Rivera

Fund/Acct: **010-8100**

Parks & Recreation Department

Recreation Facilities & Program

CAPITAL OUTLAY					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
47300	Furniture & Equipment	0	0	14,097	10,500
47500	Non Recoverable Facilities	6,565	0	0	0
	TOTAL	6,565	0	14,097	10,500

MAINTENANCE & OPERATION
(Justification & Support Data)
WORKSHEET

Object	Expenditure	2008-2009 Adopted Budget
42100	Postage	9,000
	Mailing of department program and activity brochure.	
42200	Department Supplies	9,000
	Various sundries for Smith, Rivera, Pico, Rio Vista and Rio Hondo programs and front counters, including printer ink, log books, mailing supplies, notebooks, paper, writing instruments, etc.	
42300	Advertising	52,800
	Production of department marketing and promotional materials, such as the ETC, activity signage, banners, posters, flyers, registration packets, newspaper ads, etc.	
42400	Printing and Duplication	1,000
	Printing and duplication of posters, flyers, program certificates, newspaper ads, program calendars, etc., for Smith, Rivera, Pico, Rio Vista and Rio Hondo Park.	
42600	Membership and Dues	1,300
	Professional organization memberships in CPRS, NRPA, SCMAF, WILS, SCPPOA.	
42700	Books/Periodicals	25
	Trade periodicals.	
43200	Mileage	5,000
	Mileage reimbursement for Smith, Rivera, Pico, Rio Vista and Rio Hondo Park staff.	
43300	Equipment Maintenance & Rental	3,000
	Equipment repairs and maintenance such as piano tuning, audio visual equipment, and helium tank rentals.	
43400	Building & Ground Maintenance	25,900
	Janitorial supplies for recreation builidings at Smith, Rivera, Pico, Rio Vista and Rio Hondo Parks. Includes bath tissue, towels, soap, mats, and general cleaning supplies.	
43500	Small Tools and Equipment	50,000
	Various tools and equipment for Smith, Rivera, Pico, Rio Vista, Rio Hondo Pio Pico and the Community Gardens, including shovels, wheel barrels, blowers, brooms, trash pickers, audio visual equipment, waste receptacles, picnic benches, BBQ grills, portable mirrors, ice machines, computers, printers, chairs, tables, podiums, etc.	
44100	Special Departmental Supplies	25,000
	Various supplies for Smith, Rivera, Pico, Rio Vista, and Rio Hondo programs and facilities including, butcher paper, arts and crafts, paints, balls, games, staff shirts, display racks, decorations, and other non-fee program supplies.	
44500	Contract Services	36,100
	Building alarm, pest control, and major appliance repairs for Smith, Rivera, Pico, Rio Vista and Rio Hondo; portable toilets at Community Gardens and facility rental security guards.	
44700	Insurance & Surety Bond	400
44800	Conventions and Meetings	13,800
	Attendance to CPRS, NRPA, NAYS, SCMAF, conventions, meetings, trainings & workshops for staff.	
	TOTAL	232,325

CAPITAL EQUIPMENT JUSTIFICATION
BUDGET YEAR 2008-2009
WORKSHEET

DEPARTMENT:		ACCOUNT NO.	
ADDITIONAL	X	ITEM REQUESTED	Flash CAM-88 digital vandalism deterrent system
REPLACEMENT			
PROPOSED MAKE:	Q-Star Technology	NUMBER REQUESTED	1

DESCRIPTION AND SPECIFICATIONS

Flash Cam-880 digital deterrent system with wireless download powered by solar. Each system includes wall mounting brackets, IR Keyfob controller, batter charger, 1. Gigabyte secure digital memory card, Quick movie adapter, 3 year extended manufacture's warranty

Unit Price ▸	$6,674.00
Total Price ▸	$6,674.00
Other Costs: Install., Transp. etc.	$2,500.00
Allowance for Inflation ▸	$600.00
Sales Tax ▸	$716.00
Total Cost ▸	$10,490.00

Date of Quote ▸	3/28/2008	Valid Until ▸	30 days

PURPOSE AND JUSTIFICATION

Portable solar powered digital vandalism deterrent system to be utilized to combat vandalism and illegal dumping at the skate park, Rivera, Smith, Rio Hondo, Rio Vista, Pico and Streamland park. Portable unit can also be utilized by Public Works and Public Safety. Other costs consist of dedicated wireless capable computer and color printer.

Submitted by: Jose Rico	Title: Deputy Director

City of Pico Rivera

Fund/Acct: **010-8101**

Parks & Recreation Department

Child Care Division

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	230,451	388,644	347,707	287,488
Maintenance & Operation	43,189	65,200	63,171	58,900
Capital Outlay	0	0	0	0
TOTAL	273,640	453,844	410,878	346,388

Source of Funds:	
General Fund	346,388
	346,388

City of Pico Rivera

Fund/Acct: **010-8101**

Parks & Recreation Department

Child Care Division

SALARIES & WAGES					
Object	Expenditure	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	49,621	73,082	63,073	36,349
41120	Vacation & Sick Leave	611	0	3,224	4,728
41200	Hourly Salaries	153,681	260,000	242,600	215,000
41300	Overtime	23	300	276	0
41500	PERS	11,196	15,994	12,552	8,801
41501	PARS	3,900	9,750	9,359	8,063
41600	Worker's Compensation	0	10,330	0	1,127
41700	Disability Insurance	400	609	527	342
41800	Unemployment Insurance	548	1,227	0	936
41900	Group Health & Life Ins.	7,057	12,418	10,804	8,049
41901	CBI Payments	390	0	48	0
41902	Cash Benefit	355	0	544	374
41903	Auto Allowance	512	0	63	0
41904	Technology Stipend	0	0	0	0
41930	Medicare/Tax employer	2,157	4,934	4,637	3,719
	TOTAL	230,451	388,644	347,707	287,488

City of Pico Rivera

Fund/Acct: **010-8101**

Parks & Recreation Department

Child Care Division

MAINTENANCE & OPERATION					
Object	Expenditure	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage	0	0	0	0
42200	Departmental Supplies	123	4,000	4,000	4,700
42300	Advertising & Publication	0	0	0	400
42400	Printing & Duplicating	0	500	354	800
42600	Membership & Dues	230	300	300	300
42700	Books & Periodicals	0	200	200	300
43200	Mileage Reimbursement	0	200	200	900
43500	Small Tools & Equipment	0	500	500	500
44100	Special Departmental Exp	42,661	58,500	57,497	50,000
44400	Professional Services	0	0	0	0
44500	Contracted Services	0	500	0	0
44800	Conventions & Meetings	175	500	120	1,000
	TOTAL	43,189	65,200	63,171	58,900

City of Pico Rivera

Fund/Acct: **010-8101**

Parks & Recreation Department

Child Care Division

CAPITAL OUTLAY					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
47300	Furniture & Equipment	0	0	0	0
	TOTAL	0	0	0	0

City of Pico Rivera

Fund/Acct: **010-8101**

Parks & Recreation Department

Child Care Division

MAINTENANCE & OPERATION
(Justification & Support Data)
WORKSHEET

Object	Expenditure		2008-2009 Adopted Budget
42200	Departmental Supplies		4,700
	Various sundries for all Day Camps, Walking Crew and Tiny Tots programs including printer ink, log books, paper, writing instruments, etc.		
42300	Advertising		400
	Production of Day Camp, Walking Crew and Tiny Tots marketing and promotional materials, activity signage, banners, poster, flyers, etc.		
42400	Printing & Duplicating		800
	Printing and duplication of posters, flyers, program certificates, brochures and registration packets for Walking Crew, Tiny Tots and Day Camps.		
42600	Membership & Dues		300
	Professional organization memberships WILS and CSAC.		
42700	Books & Periodicals		300
	Reading books for children and resource books for Day Camps, Walking Crew & Tiny Tots.		
43200	Mileage Reimbursement		900
	Mileage reimbursement for staff.		
43500	Small Tools & Equip		500
	Various replacement items such as storage containers, racks etc.		
44100	Special Department Expense		50,000
	Various supplies for Walking Crew, Tiny Tots, and Day Camps programs including crafts, sports equipment, games, mats, daily snacks, field trip admission, participant t-shirts and staff uniforms.		
44800	Conventions & Meetings		1,000
	Attendance to professional development meetings and conventions for staff.		
	TOTAL		58,900

This page left intentionally blank

City of Pico Rivera

Fund/Acct: **010-8102**

Parks & Recreation Department

Special Events

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	8,662	78,311	85,827	187,574
Maintenance & Operation	42,330	73,200	75,406	234,400
Capital Outlay	0	0	0	0
TOTAL	50,992	151,511	161,232	421,974

Source of Funds:	
General Fund	421,974
	421,974

City of Pico Rivera

Fund/Acct: **010-8102**

Parks & Recreation Department

Special Events

SALARIES & WAGES					
Object	Expenditure	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	0	51,683	46,169	65,520
41120	Vacation & Sick Leave	0	0	0	4,383
41200	Hourly Salaries	7,201	21,200	20,940	75,000
41300	Overtime	1,095	1,000	1,051	5,000
41500	PERS	8	0	3,999	15,864
41501	PARS	231	795	688	2,813
41600	Worker's Compensation	0	2,260	0	2,187
41700	Disability Insurance	0	0	467	552
41800	Unemployment Insurance	0	309	0	549
41900	Group Health & Life Ins.	37	0	11,001	12,949
41902	Cash Benefit	0	0	528	576
41903	Auto Allowance	0	0	0	0
41930	Medicare/Tax employer	89	1,064	982	2,182
	TOTAL	8,662	78,311	85,827	187,574

City of Pico Rivera

Fund/Acct: **010-8102**

Parks & Recreation Department

Special Events

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage	0	0	0	0
42200	Departmental Supplies	0	0	0	1,200
42300	Advertising & Publication	1,258	4,000	3,723	31,000
42400	Printing & Duplicating	0	0	0	0
43200	Mileage Reimbursement	0	0	0	1,200
43500	Small Tools & Equipment	423	3,200	2,677	30,000
44100	Special Departmental Exp	12,114	19,900	19,675	35,000
44400	Professional Services	0	0	0	0
44500	Contracted Services	25,622	40,100	42,450	136,000
44700	Insurance & Surety Bonds	2,913	6,000	6,881	0
	TOTAL	42,330	73,200	75,406	234,400

MAINTENANCE & OPERATION
(Justification & Support Data)
WORKSHEET

Object	Expenditure	2008-2009 Adopted Budget
42200	Dept. Supplies	1,200
	Various sundries for all events including printer ink, log books, paper, dividers, clipboards, writing instruments, etc.	
42300	Advertising	31,000
	Production of marketing and promotional materials for 4th of July, Movies in the Park, Halloween Spooktacular, Holiday Festival, Spring Festival, Community Pride Day, Recitals and 50th Anniversary Arena Jam concert and Parade. Includes activity signage, banners, poster, flyers, newspaper and billboard ads.	
43500	Mileage Reimbursement	1,200
	Mileage reimbursement for special events staff.	
43500	Small Tools and Equipment	30,000
	Various tools and equipment for 4th of July, Movies in the Park, Halloween Spooktacular, Holiday Festival, Spring Festival, Community Pride Day, Recitals and 50th Anniversary Arena Jam concert and Parade. Includes paint, canopies, lumber, stage skirting, backdrops, stakes, tape, zip ties, projectors, etc.	
44100	Special Departmental Supplies	35,000
	Various supplies for 4th of July, Movies in the Park, Halloween Spooktacular, Holiday Festival, Spring Festival, Community Pride Day, Recitals and 50th Anniversary Arena Jam concert and Parade. Includes decorations, bottled water, awards, banners, arts & crafts, candy, prizes, volunteer and staff shirts.	
44500	Contract Services	136,000
	Equipment rentals and professional services such as entertainment, sound services, fireworks services, patron transportation services, portable restrooms, generators, lighting, security guards, etc. for 4th of July, Movies in the Park, Halloween Spooktacular, Holiday Festival, Spring Festival, Community Pride Day, Recitals and 50th Anniversary Arena Jam concert and Parade.	
	TOTAL	234,400

City of Pico Rivera

Fund/Acct: **010-8103**

Parks & Recreation Department

Sports Division

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	68,430	88,462	71,888	101,902
Maintenance & Operation	11,523	15,350	15,680	37,600
Capital Outlay	0	0	0	0
TOTAL	79,953	103,812	87,568	139,502

Source of Funds:	
General Fund	139,502
	139,502

City of Pico Rivera

Fund/Acct: **010-8103**

Parks & Recreation Department

Sports Division

SALARIES & WAGES					
Object	Expenditure	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	0	0	0	11,124
41120	Vacation & Sick Leave	0	0	0	0
41200	Hourly Salaries	64,713	80,000	70,022	80,000
41300	Overtime	42	200	150	500
41500	PERS	0	0	0	2,693
41501	PARS	2,645	3,575	1,224	3,000
41600	Worker's Compensation	0	2,957	0	361
41700	Disability Insurance	0	0	0	108
41800	Unemployment Insurance	0	348	0	334
41900	Group Health & Life Ins.	0	0	0	2,453
41902	Cash Benefit	0	0	0	0
41903	Auto Allowance	0	0	0	0
41930	Medicare/Tax employer	1,030	1,382	492	1,329
	TOTAL	68,430	88,462	71,888	101,902

City of Pico Rivera

Fund/Acct: **010-8103**

Parks & Recreation Department

Sports Division

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage	0	0	0	0
42200	Departmental Supplies	0	600	600	1,500
42300	Advertising & Publication	0	0	0	0
42400	Printing & Duplicating	0	250	250	1,000
42600	Membership & Dues	0	2,000	2,000	200
42700	Books & Periodicals	0	0	0	0
43200	Mileage Reimbursement	0	200	200	1,400
43300	Equipment Maintenance & Rental	0	500	500	1,400
43500	Small Tools & Equipment	0	0	0	5,000
44100	Special Departmental Exp	10,002	9,000	8,025	20,000
44400	Professional Services	0	0	0	0
44500	Contracted Services	0	500	500	6,100
44800	Conventions & Meetings	1,522	2,300	3,605	1,000
44910	Tuition Reimbursement	0	0	0	0
	TOTAL	11,523	15,350	15,680	37,600

City of Pico Rivera

Fund/Acct: **010-8103**

Parks & Recreation Department

Sports Division

MAINTENANCE & OPERATION
(Justification & Support Data)
WORKSHEET

Object	Expenditure		2008-2009 Adopted Budget
42200	Departmental Supplies		1,500
	Printer ink; staples; paper clips; pens; notepads; binders; dividers; highlighters; post it tabs; large post it tabs; tape; address labels		
42400	Printing & Duplicating		1,000
	Flyers; posters; brochures; CYSO manual printing		
42600	Membership & Dues		200
	SCMAF team registrations, SCMAF memberships for Supervisor		
43200	Mileage Reimbursement		1,400
	Supervisor, Coordinator, Recreation Leader IV		
43300	Equipment Maintenance & Rental		1,400
	Backboard replacement pads; scoreboard cables		
43500	Small Tools & Equipment		5,000
	Portable scoreboard; scorer's table; Rivera Park concession stand counter		
44100	Special Departmental Exp		20,000
	Jerseys; official's t-shirts; whistles; lanyards; practice/game balls; scorebooks; bats; bases; portable basketball courts; ice packs; equipment bags; two way radios; Rivera Park wall clock; stopwatches; hosting SCMAF meeting; SCMAF materials; Mayor's Tournament materials		
44500	Contracted Services		6,100
	Gym floor refurbishing; summer/winter referee training; DJ for PRYS pool party		
44800	Conventions & Meetings		1,000
	SCMAF awards & installation; SCMAF instituté; CYSO annual meeting		
	TOTAL		37,600

City of Pico Rivera

Fund/Acct: **010-8104**

Parks & Recreation Department

Aquatics Division

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	125,066	176,099	160,709	207,346
Maintenance & Operation	31,109	65,700	57,962	77,000
Capital Outlay	0	0	0	0
TOTAL	156,175	241,799	218,670	284,346

Source of Funds:	
General Fund	284,346
	284,346

City of Pico Rivera

Fund/Acct: **010-8104**

Parks & Recreation Department

Aquatics Division

SALARIES & WAGES					
Object	Expenditure	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	0	0	0	15,158
41120	Vacation & Sick Leave	0	0	0	243
41200	Hourly Salaries	120,311	160,000	149,963	175,000
41300	Overtime	1,311	1,000	1,073	1,000
41500	PERS	0	0	0	3,670
41501	PARS	2,529	6,534	6,850	6,563
41600	Worker's Compensation	0	5,403	0	501
41700	Disability Insurance	0	0	0	148
41800	Unemployment Insurance	78	636	160	699
41900	Group Health & Life Ins.	0	0	0	1,546
41902	Cash Benefit	0	0	0	43
41903	Auto Allowance	0	0	0	0
41930	Medicare/Tax employer	836	2,526	2,662	2,776
	TOTAL	125,066	176,099	160,709	207,346

City of Pico Rivera

Fund/Acct: **010-8104**

Parks & Recreation Department

Aquatics Division

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage	0	0	0	0
42200	Departmental Supplies	231	500	500	500
42210	Supplies/Chemicals	16,408	25,000	25,113	27,000
42300	Advertising & Publication	0	0	0	800
42400	Printing & Duplicating	0	0	0	500
42600	Membership & Dues	0	200	200	100
43300	Equipment Maintenance & Rental	0	0	0	1,700
43400	Building & Ground Maintenance	0	0	0	800
43500	Small Tools & Equipment	579	32,300	27,074	30,000
44100	Special Departmental Exp	13,203	3,000	709	4,800
44500	Contracted Services	441	4,000	4,000	8,400
44700	Insurance & Surety Bonds	0	300	0	400
44800	Conventions & Meetings	247	400	366	2,000
	TOTAL	31,109	65,700	57,962	77,000

City of Pico Rivera

Fund/Acct: **010-8104**

Parks & Recreation Department

Aquatics Division

MAINTENANCE & OPERATION (Justification & Support Data) WORKSHEET			
Object	**Expenditure**		**2008-2009 Adopted Budget**
42200	Departmental Supplies		500
	Paper, pens,pencils, log in books, binders, dividers, printer ink cartridges for front counter and registrations		
42210	Supplies/Chemicals		27,000
	Janitorial supplies and building maintenance supplies for Aquatics. Chlorine Pallets, Acid Drums, Soda ash, etc.)		
42400	Printing & Duplicating		500
	Marketing & promotions (flyers, posters) for recruitment, swim lesson certificates, etc.		
42600	Membership & Dues		100
	NRPA, CPRS memberships		
43500	Small Tools & Equipment		30,000
	Various equipment needed for the day to day operation more efficient at the Aquatic Center.(AED Battery, rescue tubes, stencils, checkin bags, O2 Delivery system, CPR Manakins, canopy's etc.)		
44100	Special Departmental Exp		4,800
	Uniforms and supplies (Suits, trunks, whistles, sunscreen, shirts,lesson toys, stop watches, balls etc.)		
44500	Contracted Services		8,400
	Mc Neil, Linc, Sea Clear, Knorr General Repairs		
44700	Insurance & Surety Bonds		400
	Splash Bash Special Event Insurance		
44800	Conventions & Meetings		2,000
	CPRS Aquatic Management School, SCOPPOA meetings conference, workshops and trainings		
	TOTAL		73,700

City of Pico Rivera

Fund/Acct: **690-8105**

Parks & Recreation Department

Reach Cohort 1

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	374,010	559,139	431,842	321,105
Maintenance & Operation	113,195	167,556	161,828	145,450
Capital Outlay	960	0	17,410	0
TOTAL	488,165	726,695	611,081	466,555

Source of Funds:	
Reach Grants	466,555
	466,555

City of Pico Rivera

Fund/Acct: **690-8105**

Parks & Recreation Department

Reach Cohort 1

SALARIES & WAGES					
Object	Expenditure	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	45,067	87,497	49,563	75,952
41120	Vacation & Sick Leave	615	500	2,834	4,648
41200	Hourly Salaries	287,338	414,355	337,310	194,000
41300	Overtime	1,991	1,800	3,792	1,600
41500	PERS	10,382	13,509	10,584	18,390
41501	PARS	12,746	12,050	12,509	7,275
41600	Worker's Compensation	0	11,880	0	2,405
41700	Disability Insurance	362	483	393	660
41800	Unemployment Insurance	1,604	1,399	804	1,009
41900	Group Health & Life Ins.	6,996	9,976	7,927	10,790
41901	Cash Back Incentive Payments	390	0	48	0
41902	Cash Benefit	298	0	316	366
41903	Auto Allowance	512	0	63	0
41930	Medicare/Tax employer	5,709	5,690	5,700	4,010
	TOTAL	374,010	559,139	431,842	321,105

City of Pico Rivera

Fund/Acct: **690-8105**

Parks & Recreation Department

Reach Cohort 1

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage	0	0	0	0
42200	Departmental Supplies	1,584	2,000	4,870	2,700
42210	Supplies/Chemicals	0	0	0	0
42400	Printing & Duplicating	481	500	0	600
42600	Membership & Dues	335	500	0	700
42700	Books & Periodicals	4,806	30,000	29,231	13,500
43200	Mileage Reimbursement	0	500	0	1,100
43500	Small Tools & Equipment	742	17,000	16,793	12,400
44100	Special Departmental Exp	53,833	49,000	48,224	80,200
44300	Telephone	0	6,000	0	4,200
44500	Contracted Services	47,266	55,000	55,170	24,400
44800	Conventions & Meetings	4,148	7,056	7,540	5,150
44700	Insurance & Surety Bonds	0	0	0	500
	TOTAL	113,195	167,556	161,828	145,450

City of Pico Rivera

Fund/Acct: **690-8105**

Parks & Recreation Department

Reach Cohort 1

CAPITAL OUTLAY					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
47300	Furniture & Equipment	960	0	17,410	0
	TOTAL	960	0	17,410	0

City of Pico Rivera

Fund/Acct: **690-8105**

Parks & Recreation Department

Reach Cohort 1

MAINTENANCE & OPERATION
(Justification & Support Data)
WORKSHEET

Object	Expenditure		2008-2009 Adopted Budget
42200	Departmental Supplies		2,700
	Printer cartridges, copy paper, folders, pens/pencils, mailing supplies, folders for program sites and administartion		
42400	Printing & Duplicating		600
	Program applications, Parent notification forms, etc		
42600	Membership & Dues		700
	Membership dues for Manager, Supervisor, Coordinators		
42700	Books & Periodicals		13,500
	LitART curriculum (set of 10), Training guides and reference books for 20 classrooms		
43200	Mileage Reimbursement		1,100
	Mileage reimbursement for staff		
43500	Small Tools & Equipment		12,400
	Speakers for sound system, color printers, PDA's, cabinets, carts for classrooms		
44100	Special Departmental Exp		80,200
	Daily program supplies such as paint, construction paper, recreation equipment, Skillastics program; special skill supplies such as art supplies, ceramics, and screen printing; general supplies such as Laminating machine, walkie talkies and staff polo		
44300	Telephone		4,200
	Phone/Nextel for school sites and Administration staff, PDA Installation		
44500	Contracted Services		24,400
	Recital Lighting and Audio services, Global Learning training for staff on LitART curriculum, EZ Reports-Enrollment and Grant Services, Contract Instructors such as Mad Science, CPR/First Aid kits and class fees for program staff		
44700	Insurance & Surety Bonds		500
44800	Conventions & Meetings		5,150
	Staff attendance at CPRS, NRPA, BOOST, LERN Conference		
	TOTAL		145,450

This page left intentionally blank

City of Pico Rivera

Fund/Acct: **690-8106**

Parks & Recreation Department

Reach Cohort 2

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	403,379	544,224	446,438	310,021
Maintenance & Operation	80,766	157,564	156,800	140,000
Capital Outlay	0	0	17,410	0
TOTAL	484,145	701,788	620,648	450,021

Source of Funds:	
Reach Grant	450,021
	450,021

City of Pico Rivera

Fund/Acct: **690-8106**

Parks & Recreation Department

Reach Cohort 2

SALARIES & WAGES					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	45,065	87,497	49,561	75,952
41120	Vacation & Sick Leave	615	500	2,834	4,648
41200	Hourly Salaries	316,360	402,538	355,172	183,500
41300	Overtime	1,467	1,800	2,633	1,600
41500	PERS	10,382	13,509	10,586	18,390
41501	PARS	13,922	10,739	11,580	6,881
41600	Worker's Compensation	0	10,796	0	2,405
41700	Disability Insurance	363	483	394	660
41800	Unemployment Insurance	(26)	1,271	0	971
41900	Group Health & Life Ins.	7,847	9,976	7,928	10,790
41901	Cash Back Incentive Payments	390	0	48	0
41902	Cash Benefit	298	0	316	366
41903	Auto Allowance	512	0	63	0
41930	Medicare/Tax employer	6,185	5,115	5,324	3,858
	TOTAL	403,379	544,224	446,438	310,021

City of Pico Rivera

Fund/Acct: **690-8106**

Parks & Recreation Department

Reach Cohort 2

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage	0	0	0	0
42200	Departmental Supplies	191	2,000	2,000	2,700
42210	Supplies/Chemicals	0	0	0	0
42400	Printing & Duplicating	0	500	500	600
42600	Membership & Dues	125	500	500	600
42700	Books & Periodicals	4,806	25,000	25,087	13,500
43200	Mileage Reimbursement	0	500	500	1,100
43500	Small Tools & Equipment	0	17,000	17,293	12,400
44100	Special Departmental Exp	38,106	45,000	44,755	74,700
44300	Telephone	0	6,000	6,000	4,300
44500	Contracted Services	36,910	51,064	50,170	24,500
44700	Insurance & Surety Bonds	0	0	0	500
44800	Conventions & Meetings	629	10,000	9,995	5,100
	TOTAL	80,766	157,564	156,800	140,000

City of Pico Rivera

Fund/Acct: **690-8106**

Parks & Recreation Department

Reach Cohort 2

CAPITAL OUTLAY					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
47300	Furniture & Equipment	0	0	17,410	0
	TOTAL	0	0	17,410	0

City of Pico Rivera

Fund/Acct: **690-8106**

Parks & Recreation Department

Reach Cohort 2

MAINTENANCE & OPERATION
(Justification & Support Data)
WORKSHEET

Object	Expenditure		2008-2009 Adopted Budget
42200	Departmental Supplies		2,700
	Printer cartridges, copy paper, folders, pens/pencils, mailing supplies, folders for program sites and administartion		
42400	Printing & Duplicating		600
	Program applications, Parent notification forms, etc		
42600	Membership & Dues		600
	Membership dues for Manager, Supervisor, Coordinators		
42700	Books & Periodicals		13,500
	LitART curriculum (set of 10), Training guides and reference books for 20 classrooms		
43200	Mileage Reimbursement		1,100
	Mileage reimbursement for staff		
43500	Small Tools & Equipment		12,400
	Speakers for sound system, color printers, PDA's, cabinets, carts for classrooms		
44100	Special Departmental Exp		74,700
	Daily program supplies such as paint, construction paper, recreation equipment, Skillastics program; special skill supplies such as art supplies, ceramics, and screen printing; general supplies such as Laminating machine, walkie talkies and staff polo		
44300	Telephone		4,300
	Phone/Nextel for school sites and Administration staff, PDA Installation		
44500	Contracted Services		24,500
	Recital Lighting and Audio services, Global Learning training for staff on LitART curriculum, EZ Reports-Enrollment and Grant Services, Contract Instructors such as Mad Science, CPR/First Aid kits and class fees for program staff		
44700	Insurance & Surety Bonds		500
44800	Conventions & Meetings		5,100
	Staff attendance at CPRS, NRPA, BOOST, LERN Conference		
	TOTAL		140,000

This page left intentionally blank

City of Pico Rivera

Fund/Acct: **010-8107**

Parks & Recreation Department

Contract Instructors

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	0	0	0	35,328
Maintenance & Operation	104,620	109,000	105,827	121,400
Capital Outlay	0	0	0	0
TOTAL	104,620	109,000	105,827	156,728

Source of Funds:	
General Fund	156,728
	156,728

City of Pico Rivera

Fund/Acct: **010-8107**

Parks & Recreation Department

Contract Instructors

SALARIES & WAGES					
Object	Expenditure	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	0	0	0	17,547
41120	Vacation & Sick Leave	0	0	0	220
41200	Hourly Salaries	0	0	0	10,000
41300	Overtime	0	0	0	0
41500	PERS	0	0	0	4,248
41501	PARS	0	0	0	375
41600	Worker's Compensation	0	0	0	544
41700	Disability Insurance	0	0	0	172
41800	Unemployment Insurance	0	0	0	102
41900	Group Health & Life Ins.	0	0	0	1,666
41901	Cash Back Incentive Payments	0	0	0	0
41902	Cash Benefit	0	0	0	50
41903	Auto Allowance	0	0	0	0
41930	Medicare/Tax employer	0	0	0	403
	TOTAL	0	0	0	35,328

City of Pico Rivera

Fund/Acct: **010-8107**

Parks & Recreation Department

Contract Instructors

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage	0	0	0	500
42200	Departmental Supplies	0	0	0	0
42400	Printing & Duplicating	0	0	0	500
44510	Contract Instructors	102,074	104,000	102,188	116,500
44700	Insurance & Surety Bonds	2,545	5,000	3,638	3,200
44800	Conventions & Meetings	0	0	0	700
44910	Tuition Reimbursement	0	0	0	0
	TOTAL	104,620	109,000	105,827	121,400

City of Pico Rivera

Fund/Acct: **010-8107**

Parks & Recreation Department

Contract Instructors

MAINTENANCE & OPERATION
(Justification & Support Data)
WORKSHEET

Object	Expenditure		2008-2009 Adopted Budget
42100	Postage		500
	Postage for flyer mailings		
42400	Printing & Duplicating		500
	Printing and Duplicating of fall, winter, summer, and spring flyers		
44510	Contract Instructors		116,500
	Instructor PO's		
44700	Insurance & Surety Bonds		3,200
	Quartely Insurance		
44800	Conventions & Meetings		700
	Yearly meeting and emergency training		
			121,400

City of Pico Rivera

Fund/Acct: **010-8108**

Parks & Recreation Department

Teen Services

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	191	67,500	50,994	99,993
Maintenance & Operation	0	16,425	10,820	39,700
Capital Outlay	0	0	0	0
TOTAL	191	83,925	61,814	139,693

Source of Funds:	
General Fund	139,693
	139,693

City of Pico Rivera

Fund/Acct: **010-8108**

Parks & Recreation Department

Teen Services

SALARIES & WAGES					
Object	Expenditure	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	0	0	0	28,761
41120	Vacation & Sick Leave	0	0	0	1,886
41200	Hourly Salaries	156	67,000	47,105	52,000
41300	Overtime	0	500	162	555
41500	PERS	5	0	855	6,964
41501	PARS	0	0	286	1,950
41600	Worker's Compensation	0	0	0	909
41700	Disability Insurance	0	0	0	268
41800	Unemployment Insurance	0	0	0	304
41900	Group Health & Life Ins.	30	0	2,474	5,038
41901	Cash Back Incentive Payments	0	0	0	0
41902	Cash Benefit	0	0	0	150
41903	Auto Allowance	0	0	0	0
41930	Medicare/Tax employer	0	0	113	1,209
	TOTAL	191	67,500	50,994	99,993

City of Pico Rivera

Fund/Acct: **010-8108**

Parks & Recreation Department

Teen Services

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage	0	0	0	0
42200	Departmental Supplies	0	1,000	845	2,200
42210	Supplies/Chemicals	0	0	0	0
42400	Printing & Duplicating	0	0	0	800
42600	Membership & Dues	0	200	0	0
42700	Books & Periodicals	0	0	0	200
43200	Mileage Reimbursement	0	0	0	1,500
43400	Building & Ground Maintenance	0	1,000	0	1,000
43500	Small Tools & Equipment	0	5,925	4,670	15,600
44100	Special Departmental Exp	0	5,600	3,770	10,000
44300	Telephone	0	0	0	0
44500	Contracted Services	0	2,700	1,535	8,100
44700	Insurance & Surety Bonds	0	0	0	0
44800	Conventions & Meetings	0	0	0	300
	TOTAL	0	16,425	10,820	39,700

City of Pico Rivera

Fund/Acct: **010-8108**

Parks & Recreation Department

Teen Services

CAPITAL OUTLAY					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
47300	Furniture & Equipment	0	0	0	0
	TOTAL	0	0	0	0

City of Pico Rivera

Fund/Acct: **010-8108**

Parks & Recreation Department

Teen Services

MAINTENANCE & OPERATION (Justification & Support Data) WORKSHEET			
Object	**Expenditure**		**2008-2009 Adopted Budget**
42200	Departmental Supplies		2,200
	Various sundries such as paper, pens, pencils, log books, binders, dividers, file folders, printer ink for Youth Center.		
42400	Printing & Duplicating		800
	Duplication of program and workshop marketing materials including flyers, posters and workbooks.		
42700	Books & Periodicals		200
	Teen books and periodicals.		
43200	Mileage Reimbursement		1,500
	Mileage reimbursement teen center staff.		
43400	Building Maintenance		1,000
	Janitorial supplies including bath tissue, towels, soap, trash bags, and general cleaning chemicals for Youth Center.		
43500	Small Tools & Equipment		15,600
	Various tools & equipment including, copier machine, video game system, printers, ice machine, trash receptacles, drinking fountain, blinds, etc.		
44100	Special Departmental Expense		10,000
	Various supplies including butcher paper, arts and crafts, paints, balls, video games, board games, ping pong table supplies, display cases, staff shirts, excursion admission and seasonal decorations, etc.		
44500	Contract Services		8,100
	Building alarm, pest control, DJ services, guest speakers, and major appliance repairs.		
44500	Conventions & Meetings		300
	Attendance to Teen Coalition and CPRS conventions, meetings, trainings & workshops for staff.		
	TOTAL		39,700

This page left intentionally blank

City of Pico Rivera

Parks & Recreation Department

Operations Division

Fund/Acct: **010-8111**

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	0	0	0	232,643
Maintenance & Operation	0	0	0	57,300
Capital Outlay	0	0	0	25,000
TOTAL	0	0	0	314,943

Source of Funds:	
General Fund	314,943
	314,943

City of Pico Rivera

Fund/Acct: **010-8111**

Parks & Recreation Department
Operations Division

SALARIES & WAGES					
Object	Expenditure	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	0	0	0	55,692
41120	Vacation & Sick Leave	0	0	0	5,871
41200	Hourly Salaries	0	0	0	140,000
41300	Overtime	0	0	0	1,080
41500	PERS	0	0	0	13,484
41501	PARS	0	0	0	5,250
41600	Worker's Compensation	0	0	0	1,761
41700	Disability Insurance	0	0	0	527
41800	Unemployment Insurance	0	0	0	740
41900	Group Health & Life Ins.	0	0	0	5,154
41901	Cash Back Incentive Payments	0	0	0	0
41902	Cash Benefit	0	0	0	144
41903	Auto Allowance	0	0	0	0
41930	Medicare/Tax employer	0	0	0	2,940
	TOTAL	0	0	0	232,643

City of Pico Rivera

Fund/Acct: **010-8111**

Parks & Recreation Department
Operations Division

MAINTENANCE & OPERATION					
Object	Expenditure	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage	0	0	0	0
42200	Departmental Supplies	0	0	0	500
42210	Supplies/Chemicals	0	0	0	0
42400	Printing & Duplicating	0	0	0	0
42600	Membership & Dues	0	0	0	0
42700	Books & Periodicals	0	0	0	400
43200	Mileage Reimbursement	0	0	0	200
43300	Equipment Maintenance & Rental	0	0	0	10,000
43400	Building & Ground Maintenance	0	0	0	25,000
43500	Small Tools & Equipment	0	0	0	15,000
44100	Special Departmental Exp	0	0	0	5,600
44800	Conventions & Meetings	0	0	0	600
	TOTAL	0	0	0	57,300

City of Pico Rivera

Fund/Acct: **010-8111**

Parks & Recreation Department

Operations Division

CAPITAL OUTLAY					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
47300	Furniture & Equipment	0	0	0	25,000
	TOTAL	0	0	0	25,000

City of Pico Rivera

Fund/Acct: **010-8111**

Parks & Recreation Department

Operations Division

MAINTENANCE & OPERATION (Justification & Support Data) WORKSHEET			
Object	**Expenditure**		**2008-2009 Adopted Budget**
42200	Departmental Supplies		500
	Calender,Franklin refill,log book,pencil,pens,paper clips,scissors,note pads		
42700	Books & Periodicals		400
	Field maintenance and safety manuals		
43200	Mileage Reimbursement		200
	Coordinators training to other cities		
43300	Equipment Maintenance & Rental		10,000
	Repairs to sound systems, auto scrubbers (3),rug extractor (3), floor machines (10)		
43400	Building & Ground Maintenance		25,000
	Janitorial supplies (bath tissue, towels, soap, rugs, chemicals) for all parks. Field Maintenance supplies (field dirt, rakes, bases, cement, quickdry) for all City fields		
43500	Small Tools & Equipment		15,000
	Printer, flags replacement items ops: backstop,dugouts,canopies, pallet jack stage. Additional items player benches,generator,pallet jack,stanchion racks		
44100	Special Departmental Exp		5,600
	Operations- special events t-shirts, UV protection gear (beanies, baseball caps and straw hats),first aid supplies for all park sites, propane, replacement canopy parts, replacement audio parts,car wash vouchers		
44800	Conventions & Meetings		600
	3 trainings (SCMAF Institute, Home Depot Field Preparation Training, Gail Materials field preparation training) x $50 x 4 Staff		
	TOTAL		57,300

CAPITAL EQUIPMENT JUSTIFICATION
BUDGET YEAR 2008-2009
WORKSHEET

DEPARTMENT:		ACCOUNT NO.	010-8111-47300
ADDITIONAL		ITEM REQUESTED	Gator XUV
REPLACEMENT	X		
PROPOSED MAKE:	John Deere	NUMBER REQUESTED	3

DESCRIPTION AND SPECIFICATIONS

Heavy duty Gator XUV 850D diesel utility vehicles with all purpose 12 inch tires and OPS HPX-XUV tubular structure.

Unit Price ▸	$8,373.21
Total Price ▸	$25,119.63
Other Costs: Install., Transp. etc.	Included
Allowance for Inflation ▸	$0.00
Sales Tax ▸	Included
Total Cost ▸	$25,119.63

Source of Quoted Price:

Date of Quote ▸	3/12/2008	Valid Until ▸	30 days

PURPOSE AND JUSTIFICATION

FOR NEED OF EQUIPMENT

Utility vehicles are utilized daily by Opereation division staff for field preperations, Programs and Facilities division staff for park supervision and debri removal and Special Events staff to transport equipment and supervise special events.

Submitted by: Jose Rico	Title: Deputy Director

City of Pico Rivera

Fund/Acct: **010-8113**

Parks & Recreation Department

Concerts in the Park

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	0	0	0	20,172
Maintenance & Operation	0	0	0	23,100
Capital Outlay	0	0	0	0
TOTAL	0	0	0	43,272

Source of Funds:	
General Fund	43,272
	43,272

City of Pico Rivera

Fund/Acct: **010-8113**

Parks & Recreation Department

Concerts in the Park

SALARIES & WAGES					
Object	Expenditure	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	0	0	0	10,027
41120	Vacation & Sick Leave	0	0	0	126
41200	Hourly Salaries	0	0	0	5,700
41300	Overtime	0	0	0	0
41500	PERS	0	0	0	2,428
41501	PARS	0	0	0	214
41600	Worker's Compensation	0	0	0	311
41700	Disability Insurance	0	0	0	98
41800	Unemployment Insurance	0	0	0	58
41900	Group Health & Life Ins.	0	0	0	952
41901	Cash Back Incentive Payments	0	0	0	0
41902	Cash Benefit	0	0	0	29
41903	Auto Allowance	0	0	0	0
41930	Medicare/Tax employer	0	0	0	230
	TOTAL	0	0	0	20,172

City of Pico Rivera

Fund/Acct: **010-8113**

Parks & Recreation Department

Concerts in the Park

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage	0	0	0	0
42200	Departmental Supplies	0	0	0	2,900
42210	Supplies/Chemicals	0	0	0	0
42300	Advertising & Publication	0	0	0	500
42400	Printing & Duplicating	0	0	0	0
43200	Mileage Reimbursement	0	0	0	0
43300	Equipment Maintenance & Rental	0	0	0	0
43400	Building & Ground Maintenance	0	0	0	0
43500	Small Tools & Equipment	0	0	0	0
44100	Special Departmental Exp	0	0	0	2,500
44500	Contracted Services	0	0	0	17,200
44700	Insurance & Surety Bond	0	0	0	0
	TOTAL	0	0	0	23,100

City of Pico Rivera

Fund/Acct: **010-8113**

Parks & Recreation Department

Concerts in the Park

MAINTENANCE & OPERATION
(Justification & Support Data)
WORKSHEET

Object	Expenditure		2008-2009 Adopted Budget
42200	Departmental Supplies		2,900
	Decorations, helium rental, stage supplies. etc.		
42300	Advertising & Publication		500
	Poster, flyer, Rosemead Blvd advertising, etc.		
44100	Special Departmental Exp		2,500
	Band hospitality - food and beverage, plates, utensils, etc.		
44500	Contracted Services		17,200
	Headlining entertainment, opening acts, sound techinician, sound equipment, face paint		
	TOTAL		23,100

City of Pico Rivera

Fund/Acct: **010-8220**

Parks & Recreation Department

Senior Services

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	282,677	421,967	379,401	415,032
Maintenance & Operation	108,995	86,545	81,763	73,250
Capital Outlay	31,438	6,128	6,080	0
TOTAL	423,110	514,640	467,244	488,282

Source of Funds:	
General Fund	488,282
	488,282

City of Pico Rivera

Fund/Acct: **010-8220**

Parks & Recreation Department

Senior Services

SALARIES & WAGES					
Object	Expenditure	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	174,115	252,198	232,243	204,982
41120	Vacation & Sick Leave	4,714	0	5,072	19,619
41200	Hourly Salaries	33,669	66,357	60,036	90,000
41300	Overtime	1,044	1,100	575	1,500
41500	PERS	39,474	47,194	42,925	49,631
41501	PARS	1,300	1,106	1,661	3,375
41600	Worker's Compensation	0	7,501	0	6,404
41700	Disability Insurance	1,589	1,878	1,626	1,838
41800	Unemployment Insurance	(64)	1,208	0	1,164
41900	Group Health & Life Ins.	22,129	38,366	30,466	29,060
41901	Cash Back Incentive Payments	390	0	48	1,920
41902	Cash Benefit	718	0	874	914
41903	Auto Allowance	512	600	263	0
41930	Medicare/Tax employer	3,087	4,459	3,612	4,625
	TOTAL	282,677	421,967	379,401	415,032

City of Pico Rivera

Fund/Acct: **010-8220**

Parks & Recreation Department

Senior Services

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage	0	0	0	0
42200	Departmental Supplies	2,600	3,500	3,843	4,500
42400	Printing & Duplicating	405	700	713	500
42600	Membership & Dues	485	700	700	400
42700	Books & Periodicals	12	100	100	50
43200	Mileage Reimbursement	0	200	41	1,500
43300	Equipment Maintenance & Rental	841	2,575	2,504	2,500
43400	Building & Ground Maintenance	214	12,180	10,119	20,000
43500	Small Tools & Equipment	9,869	3,250	3,647	6,500
44100	Special Departmental Exp	19,325	23,025	22,895	10,000
44200	Utilities	50,580	0	0	0
44300	Telephone	973	1,500	870	0
44500	Contracted Services	22,447	20,165	17,960	10,000
44510	Contracted Instructors	396	4,300	4,028	1,600
44700	Insurance & Surety Bonds	600	700	694	700
44800	Conventions & Meetings	250	2,050	2,026	5,000
45280	Senior Citizen Committee	0	11,600	11,623	10,000
	TOTAL	108,995	86,545	81,763	73,250

City of Pico Rivera

Fund/Acct: **010-8220**

Parks & Recreation Department

Senior Services

CAPITAL OUTLAY					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
47300	Furniture & Equipment	31,438	6,128	6,080	0
	TOTAL	31,438	6,128	6,080	0

City of Pico Rivera

Fund/Acct: **010-8220**

Parks & Recreation Department

Senior Services

MAINTENANCE & OPERATION (Justification & Support Data) WORKSHEET			
Object	**Expenditure**		**2008-2009 Adopted Budget**
42200	Departmental Supplies		4,500
	Office supplies: paper clips, dividers, copy paper, lables, binders to organize information and reports, provide adequates service to seniors and create various decorations for center programs and events for front counter staff and full-time staff		
42400	Printing & Duplicating		500
	Banner for Holiday to Remember events, various posters for ongoing senior programs and workshops; senior club trip packets, map enlargements for Trick or Treat for Hunger		
42600	Membership & Dues		400
	Memberships for (1) Supervisor and (1) Coordinator for CPRS, WILS-XKP, and NRPA		
42700	Books & Periodicals		50
	Renewal of Volunteer magazine		
43200	Mileage Reimbursement		1,500
	Mileage reimbursement for full-time and hourly staff for various mail and deposit drop offs and Recreation Office and City Hall. Mileage for purchasing of supplies and/or materials for events and mileage for workshops.		
43300	Equipment Maintenance & Rental		2,500
	Preventative maintenance for senior center fitness equipment, ice machine, range, refrigerator, freezer, and floor machines to maintain all equipment in safe and working condition		
43400	Building & Ground Maintenance		20,000
	Toilet paper, multifold towels, mop heads, cleaning chemicals and solutions, trash bags, oven cleaner, latex gloves, paper towel rolls to provide a clean, well-maintained, hygenic center for the seniors, patrons, and staff to enjoy		
	TOTAL		29,450

City of Pico Rivera

Fund/Acct: **010-8220**

Parks & Recreation Department

Senior Services

MAINTENANCE & OPERATION (Justification & Support Data) WORKSHEET			
Object	**Expenditure**		**2008-2009 Adopted Budget**
43500	Small Tools & Equipment		6,500
	Floor mats for senior center to protect carpet and floor; office chairs to meet with public, instructors and other guests, LCD projetor and laptop to do visual presentations for special events, meetings and workshops, bulletin board to organize schedules		
44100	Special Departmental Exp		10,000
	Coffee service for seniors year round for morning and lunch; (2) Billiard table recovering, dismantle and put back, cue sticks replaced; items for volunteer meetings;balloon helium rental, cylinder rental, delviery fee, and seasonal supplies for senior center		
44500	Contracted Services		10,000
	Year round serive for maintenance and meter billing service for copy machine; water softner for kitchen; dishwasher service for kitchen; Sanis Clean monthly service for restrooms and special events and community center; exterminator; alarm service		
44510	Contracted Instructors		1,600
	Instructors for senior center programs suchs as Computer classes, Tai Chi and Line Dancing		
44700	Insurance & Surety Bonds		700
	Insurance for Trick or Treat for Hunger and Christmas Baskets distribution events		
44800	Conventions & Meetings		5,000
	CPRS conference for (1) Supervisor and (1) Coordinator; CPRS workshops for (2) full-time staff and (5) hourly staff; WILS workshops for (3) full-time staff and (3) hourly staff; Aging Conference for (1) Supervisor; NRPA Reitz Marketing and Revenue School		
45280	Senior Citizen Committee		10,000
	(7) Senior Clubs and History & Heritage Society Installations: certificate paper and covers, seals, boutonnieres and corasges; (2) Coordinating Council Dances: Entertainment, food, security, decorations; (1) Senior Volunteer events (Recognition): entertainment, food, decorations		
	TOTAL		43,800

City of Pico Rivera

Fund/Acct: **010-8230**

Parks & Recreation Department

Cultural Arts & Promotion

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	128,857	130,589	128,038	98,755
Maintenance & Operation	40,937	30,893	26,334	45,900
Capital Outlay	0	0	0	0
TOTAL	169,794	161,482	154,372	144,655

Source of Funds:	
General Fund	144,655
	144,655

City of Pico Rivera

Fund/Acct: **010-8230**

Parks & Recreation Department

Cultural Arts & Promotion

SALARIES & WAGES					
Object	Expenditure	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	67,615	64,274	59,101	36,748
41120	Vacation & Sick Leave	327	0	3,919	1,949
41200	Hourly Salaries	36,370	35,000	34,957	41,000
41300	Overtime	313	0	452	500
41500	PERS	11,790	14,067	17,183	8,898
41501	PARS	1,209	1,313	1,532	1,538
41600	Worker's Compensation	0	3,079	0	1,155
41700	Disability Insurance	589	507	401	332
41800	Unemployment Insurance	0	392	0	293
41900	Group Health & Life Ins.	8,055	10,058	8,512	4,997
41901	Cash Back Incentive Payments	360	0	48	0
41902	Cash Benefit	285	0	263	180
41903	Auto Allowance	473	250	63	0
41930	Medicare/Tax employer	1,472	1,649	1,608	1,165
	TOTAL	128,857	130,589	128,038	98,755

City of Pico Rivera

Fund/Acct: **010-8230**

Parks & Recreation Department

Cultural Arts & Promotion

MAINTENANCE & OPERATION					
Object	Expenditure	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage	(167)	3,218	500	1,000
42200	Departmental Supplies	3,444	2,500	2,275	2,000
42300	Advertising & Promotions	(675)	575	500	1,500
42400	Printing & Duplicating	9,430	6,800	6,796	3,500
42600	Membership & Dues	205	500	0	200
42700	Books & Periodicals	0	100	184	100
43200	Mileage Reimbursement	1,885	1,500	1,555	1,200
43300	Equipment Maintenance & Rental	0	0	0	0
43400	Building & Ground Maintenance	0	0	0	0
43500	Small Tools & Equipment	0	0	0	14,100
44100	Special Departmental Exp	11,327	3,600	3,846	8,000
44200	Utilities	0	0	0	0
44300	Telephone	0	0	0	0
44500	Contracted Services	15,449	9,500	9,120	7,200
44510	Contracted Instructors	0	0	0	0
44700	Insurance & Surety Bonds	0	1,100	0	5,100
44800	Conventions & Meetings	40	1,500	1,558	2,000
44900	Tuition Reimbursement	0	0	0	0
	TOTAL	40,937	30,893	26,334	45,900

City of Pico Rivera

Fund/Acct: **010-8230**

Parks & Recreation Department

Cultural Arts & Promotion

MAINTENANCE & OPERATION
(Justification & Support Data)
WORKSHEET

Object	Expenditure		2008-2009 Adopted Budget
42200	Departmental Supplies		2,000
	Toners, pens, pencils, file folders, craft supplies, etc.		
42300	Advertising & Promotions		1,500
	4 program brochures, summer, fall, winter spring program flyers, ETC production		
42400	Printing & Duplicating		3,500
	Exhibit Invites, vinyl text for exhibit, art labels, gallery guides, etc.		
42600	Membership & Dues		200
	WILS membership and workshops		
42700	Books & Periodicals		100
	Print Magazine		
43200	Mileage Reimbursement		1,200
	Coordinator and Staff mileage		
43500	Small Tools & Equipment		14,100
	Replacement kiln, printer, camera, Adobe Illustrator, two-way radios, etc.		
44100	Special Departmental Exp		14,100
	Exhibit installation supplies, exhibit reception supplies, craft supplies, etc.		
44500	Contracted Services		7,200
	Art work installation, 2D Studios (invite, gallery guide, vinyl) etc.		
44700	Insurance & Surety Bonds		5,100
	Fine Arts Insurance and Contract Instructor insurance		
44800	Conventions & Meetings		2,000
	CPRS conference for Coordinator and staff, NRPA conference and lodging, VIP meetings,etc		
	TOTAL		51,000

City of Pico Rivera

Fund/Acct: **010-8240**

Parks & Recreation Department

Parks & Recreation Commission

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	47,842	58,977	61,323	4,750
Maintenance & Operation	80,859	52,600	51,989	5,500
Capital Outlay	0	0	0	0
TOTAL	128,701	111,577	113,313	10,250

Source of Funds:	
General Fund	10,250
	10,250

City of Pico Rivera

Fund/Acct: **010-8240**

Parks & Recreation Department

Parks & Recreation Commission

SALARIES & WAGES					
Object	Expenditure	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	4,762	11,453	7,628	0
41120	Vacation & Sick Leave	66	0	131	0
41200	Hourly Salaries	38,509	38,000	46,147	4,500
41300	Overtime	171	1,000	2,143	0
41500	PERS	1,863	2,507	1,401	0
41501	PARS	1,168	1,425	1,950	169
41600	Worker's Compensation	0	1,534	0	0
41700	Disability Insurance	40	101	83	0
41800	Unemployment Insurance	0	211	0	16
41900	Group Health & Life Ins.	683	2,012	914	0
41901	Cash Back Incentive Payments	0	0	0	0
41902	Cash Benefit	24	0	33	0
41903	Auto Allowance	0	0	0	0
41930	Medicare/Tax employer	557	734	894	65
	TOTAL	47,842	58,977	61,323	4,750

City of Pico Rivera

Fund/Acct: **010-8240**

Parks & Recreation Department

Parks & Recreation Commission

MAINTENANCE & OPERATION					
Object	Expenditure	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage	0	750	375	0
42200	Departmental Supplies	147	500	503	0
42300	Advertising & Promotions	0	0	0	0
42400	Printing & Duplicating	5,135	10,000	3,152	0
42600	Membership & Dues	0	100	0	500
42700	Books & Periodicals	0	300	0	0
43200	Mileage Reimbursement	0	0	0	0
43500	Small Tools & Equipment	0	100	0	0
44100	Special Departmental Exp	21,698	12,000	15,501	0
44500	Contracted Services	46,968	22,400	27,172	0
44700	Insurance & Surety Bonds	2,760	3,450	2,286	0
44800	Conventions & Meetings	0	0	0	2,500
45200	Sponsorships	4,152	3,000	3,000	2,500
	TOTAL	80,859	52,600	51,989	5,500

City of Pico Rivera

Fund/Acct: **010-8240**

Parks & Recreation Department

Parks & Recreation Commission

MAINTENANCE & OPERATION
(Justification & Support Data)
WORKSHEET

Object	Expenditure		2008-2009 Adopted Budget
42600	Membership & Dues		500
	Professional organization memberships to CPRS.		
44800	Conventions and Meetings		2,500
	Attendance to CPRS conference.		
45200	Sponsorships		2,500
	Sponsorship of Rio Hondo Symphony's reception.		
	TOTAL		5,500

City of Pico Rivera

Fund/Acct: **010-8290**

Parks & Recreation Department

Trips & Tours

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	0	0	0	32,030
Maintenance & Operation	3,861	9,500	8,602	23,675
Capital Outlay	0	0	0	0
TOTAL	3,861	9,500	8,602	55,705

Source of Funds:	
General Fund	55,705
	55,705

City of Pico Rivera

Fund/Acct: **010-8290**

Parks & Recreation Department

Trips & Tours

SALARIES & WAGES					
Object	Expenditure	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	0	0	0	20,760
41120	Vacation & Sick Leave				2,800
41200	Hourly Salaries	0	0	0	0
41300	Overtime	0	0	0	0
41500	PERS				5,027
41501	PARS	0	0	0	0
41600	Worker's Compensation				644
41700	Disability Insurance				192
41800	Unemployment Insurance	0	0	0	86
41900	Group Health & Life Ins.				2,127
41901	Cash Back Incentive Payments				0
41902	Cash Benefit				50
41903	Auto Allowance				0
41930	Medicare/Tax employer	0	0	0	342
	TOTAL	0	0	0	32,030

City of Pico Rivera

Fund/Acct: **010-8290**

Parks & Recreation Department

Trips & Tours

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage	0	0	0	0
42200	Departmental Supplies	0	0	0	800
42400	Printing & Duplicating	0	0	0	2,000
42700	Books & Periodicals	0	0	0	25
43200	Mileage Reimbursement	0	0	0	300
44100	Special Departmental Exp	3,861	7,500	7,602	17,800
44500	Contracted Services	0	2,000	1,000	2,750
	TOTAL	3,861	9,500	8,602	23,675

City of Pico Rivera

Fund/Acct: **010-8290**

Parks & Recreation Department

Trips & Tours

MAINTENANCE & OPERATION
(Justification & Support Data)
WORKSHEET

Object	Expenditure		2008-2009 Adopted Budget
42200	Departmental Supplies		800
	Supplies: paper clips, toner, binders, dividers, tape etc. to facilitate a well organized division.		
42400	Printing & Duplicating		2,000
	Printing enlargements to market trip excursions and color copies to display trip descriptions at facilities.		
42700	Books & Periodicals		25
	Periodical payment for a travel guide magazine		
43200	Mileage Reimbursement		300
44100	Special Departmental Exp		17,800
	Admission tickets for approximately 18 city excursions, with 47 passengers in attendance for each excursions		
44500	Contracted Services		2,750
	Transportation Costs for City excursions that are not covered under Prop A		
	TOTAL		23,675

City of Pico Rivera

Fund/Acct: **570-8440**

Parks & Recreation Department

Golf Course

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	469,307	479,915	481,895	589,399
Maintenance & Operation	486,418	396,800	540,434	471,200
Capital Outlay	0	0	0	1,700
TOTAL	955,725	876,715	1,022,329	1,062,299

Source of Funds:	
Golf Course	1,062,299
	1,062,299

City of Pico Rivera

Fund/Acct: **570-8440**

Parks & Recreation Department

Golf Course

SALARIES & WAGES					
Object	Expenditure	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	77,669	164,480	114,021	125,048
41120	Vacation & Sick Leave	2,343	1,000	1,000	3,860
41200	Hourly Salaries	224,444	210,750	215,299	305,010
41300	Overtime	7,450	2,000	2,929	2,000
41500	PERS	28,362	35,997	19,012	30,277
41501	PARS	7,754	7,903	7,156	11,438
41600	Worker's Compensation	87,765	11,637	79,072	80,940
41700	Disability Insurance	923	1,521	1,168	1,093
41800	Unemployment Insurance	1,935	1,418	1,418	1,594
41900	Group Health & Life Ins.	25,339	37,972	35,370	20,928
41901	Cash Back Incentive Payments	0	0	0	0
41902	Cash Benefit	805	0	952	876
41903	Auto Allowance	0	0	0	0
41930	Medicare/Tax employer	4,517	5,237	4,499	6,334
	TOTAL	469,307	479,915	481,895	589,399

City of Pico Rivera

Fund/Acct: **570-8440**

Parks & Recreation Department

Golf Course

MAINTENANCE & OPERATION					
Object	Expenditure	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42200	Departmental Supplies	2,279	2,400	1,622	2,900
42300	Advertising & Publication	0	0	0	500
42400	Printing & Duplicating	0	0	0	1,800
42600	Membership & Dues	510	1,000	500	500
42700	Books & Periodicals	28	100	50	0
43100	Auto Supplies & Repairs	0	500	250	0
43200	Mileage Reimbursement	967	600	554	1,200
43300	Equipment Maintenance & Rentals	30,614	18,400	25,514	18,000
43400	Building & Ground Maintenance	41,304	48,500	41,490	42,300
43500	Small Tools & Equipment	6,276	12,000	6,000	11,300
44100	Special Departmental Exp	25,660	24,900	56,791	22,000
44200	Utilities	130,113	140,000	140,205	141,600
44500	Contracted Services	88,619	89,400	89,661	45,100
44530	Credit Card Service Charge	4,014	3,000	4,534	4,500
44700	Insurance & Surety Bonds	109,635	0	117,361	120,000
44800	Conventions & Meetings	0	1,000	500	4,500
44910	Tuition Reimbursement	0	0	0	0
46300	Pro Shop Merchandise	46,398	55,000	55,401	55,000
	TOTAL	486,418	396,800	540,434	471,200

City of Pico Rivera

Fund/Acct: **570-8440**

Parks & Recreation Department

Golf Course

CAPITAL OUTLAY					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
47300	Furniture & Equipment	0	0	0	1,700
	TOTAL	0	0	0	1,700

City of Pico Rivera

Fund/Acct: **570-8440**

Parks & Recreation Department

Golf Course

MAINTENANCE & OPERATION (Justification & Support Data) WORKSHEET			
Object	**Expenditure**		**2008-2009 Adopted Budget**
42200	Departmental Supplies		2,900
	Various sundries for pro shop and office including printer ink, log books, mailing supplies, notebooks, paper, writing instruments, etc.		
42300	Advertising & Publication		500
	Production of marketing and promotional materials, activity signage, banners, posters, flyers, etc.		
42400	Printing & Duplicating		1,800
	Printing and duplication of posters, flyers, program certificates, newspaper ads, program calendars, etc.		
42600	Membership & Dues		500
	Professional organization memberships to PGA, SCGA, GCSSA and SCGCSA.		
43200	Mileage Reimbursement		1,200
	Mileage reimbursement for golf course staff.		
43300	Equipment Maintenance & Rental		18,000
	Equipment repairs and maintenance to mowers, trimmers, ball picker, spreaders, golf carts and concession appliances.		
43400	Building & Grounds Maintenance		42,300
	Janitorial and turf supplies for golf course and banquet facility includes bath tissue, towels, soap, mats, general cleaning supplies, fertilizers, seed, irrigation, aerification, herbicides and pesticides, etc.		
43500	Small Tools & Equipment		11,300
	Various tools and equipment for golf course, driving range, including ball picker, hand carts, mats, ball washers, flags, distance markers, power washers, shrub trimmers, push mowers, earthway spreader, cordless drill, etc.		
44100	Special Dept Expense		22,000
	Various tools supplies such as range ball, rubber tees, tee towels, staff uniforms, range machine supplies, SCGA handicap services and rental carts.		
44200	Utilities		141,600
	Reclaimed water, potable water, gas and electricity for the golf course, pro shop and banquet facility.		
	TOTAL		242,100

City of Pico Rivera

Fund/Acct: **570-8440**

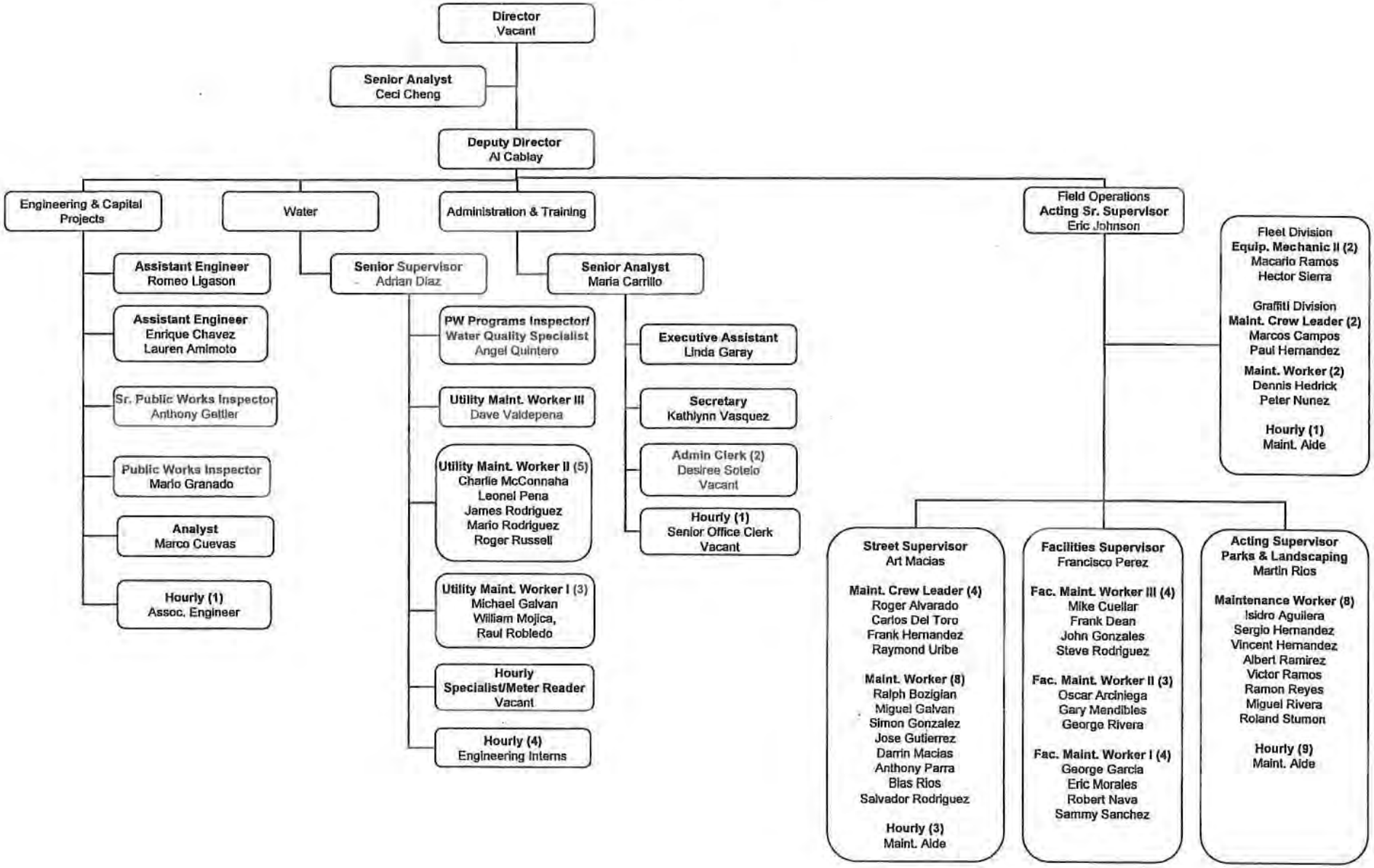
Parks & Recreation Department

Golf Course

MAINTENANCE & OPERATION
(Justification & Support Data)
WORKSHEET

Object	Expenditure		2008-2009 Adopted Budget
44500	Contracted Services		45,100
	Pro shop and banquet facility alarm services, uniform and restroom cleaning services, green verification, pest control, lake services, carpet cleaning, mobile office rental, chemical spraying services and automated irrigation system license fee.		
44530	Credit Card Service Charge		4,500
	Golf course credit card surcharge.		
44700	Ins & Surety Bonds		120,000
	JPIA		
44800	Convention & Meetings		4,500
	Attendance to PGA, SCGA, GCSSA and SCGCSA. conventions, meetings, trainings & workshops for staff.		
46300	Pro Shop Merchandise		55,000
	Pro shop resalemerchandise such as shoes, clothing, hats, clubs, tees, balls, bags, gloves, towels, jackets, and other golf equipment.		
	TOTAL		229,100

Department of Public Works
Fiscal Year 2008-2009



This page left intentionally blank

PROGRAM STATEMENT
Public Works

MISSION STATEMENT:

The Public Works Department is dedicated to improving and maintaining the City's infrastructure in a manner than ensures the health, safety and welfare of the City's residents and visitors. The Public Works Department is comprised of six divisions: Street Maintenance; Parks and Landscaping Maintenance; Facilities Maintenance; Water; Engineering and Capital Projects; and, Administration and Training. These six divisions work in a coordinated effort to provide excellent customer service in an efficient, responsible, and cost effective manner.

DEPARTMENT PROGRAM STATEMENT:

The Public Works Department consists of six divisions: 1-Administration, 2-Street Maintenance, 3-Parks/Landscaping Maintenance, 4-Facilities Maintenance, 5-Water, and 6-Engineering.

Administration and Training Division is responsible for the following tasks: oversight of the departmental budget; all correspondence, including e-mail response to resident requests; grant administration, including research, writing, and oversight; analysis and reports regarding issues impacting the department; contract administration, including trash, street sweeping, janitorial, and tree services; and, public outreach efforts regarding capital projects.

Significant Changes for 2008-09:

- Ceci Cheng, Senior Analyst, was transferred to Public Works in December 2007 from Public Safety. Ceci is responsible for the City's Emergency Preparedness Program and also serves as Project Manager for the Passons Blvd. Grade Separation Project.
- Management of the bus shelter cleaning contract ($162,000 per annum) was amalgamated into the street sweeping contract. In addition, street sweeping costs will increase approximately 30 percent in FY 2008-09 due to a State mandate regarding alternative fuel sweepers.

Engineering and Capital Projects Division provides engineering design services, development and maintenance of maps and records, and inspections. The Division is also responsible for: traffic engineering, including requests for stop signs, parking restrictions, and traffic calming devices; management of all capital improvement projects; and, approval and inspection of all public improvements-both publicly and privately funded-to confirm compliance with City and State standards. In addition, Division staff provides oversight of the City water system and issues permits regarding the public right-of-way.

Significant Changes for 2008-09:

- Additional funds are budgeted for engineering consultants to assist staff with traffic engineering requests ($50,000) and capital project management ($75,000).
- WILLDAN will continue to provide valuable assistance regarding transportation funding; costs will increase to $25,000 for FY 2008-09.

Facilities Division is charged with general maintenance and upkeep of all City buildings and facilities, including City Hall, Parks & Recreation Building, Senior Center, community buildings at four parks, the Golf Course, etc.,. Division staff performs carpentry, electrical, painting and plumbing maintenance. Facilities Division also oversees the City's HVAC contractor.

Significant Changes for 2008-09:

- Funds will be budgeted for Year 2 of a duct-cleaning program at certain City buildings ($40,000). In addition, $20,000 is budgeted for HVAC repairs at various facilities.
- Facilities staff will continue to be impacted by preparations for 50th Anniversary events; significant staff overtime is expected through November 2008.

Street Maintenance Division is responsible for maintenance of the City's rights of way, including streets, alleys, curbs, gutters, and bridges. On a daily basis, the Division performs the following work: repairing streets, alleys, parking lots, curbs, and sidewalks, including pothole repairs and concrete construction; trash abatement; graffiti abatement; weed abatement; re-striping and sign replacement.

Significant Changes for 2008-09:

- New expenditures in FY 2008-09 will include $20,000 for sanitary sewer manhole maintenance, $30,000 for a vine planting program aimed at graffiti "hotspots", and $30,000 for beautification projects by Street Maintenance staff.

Parks and Landscaping Maintenance Division

The Division is responsible for maintaining the City's parks, greenbelts, center medians, and other landscaped areas. On a daily basis, the Division performs the following work: trash abatement, playground equipment repairs, ball field renovation at six major parks; maintaining landscaped center medians and parkways; maintaining parkway trees; and, landscape maintenance of City Hall and the Pico Rivera Sheriff's Station.

Significant Changes for 2008-09:

- The Division will continue to be impacted by increase costs for fuel and utilities, e.g., ball field lighting electricity costs. In addition, the monthly costs for park mowing services will increase from $4,600 to $8,100.

Water Division is responsible for providing drinking water to approximately 9,407 water service connections and maintaining a system that includes: 90 miles of pipeline, 10 active wells, 10 pump stations, 9 booster pumps, 3 reservoirs, and 875 fire hydrants. Water quality is maintained via weekly testing which ensures that water delivered to customers meets or exceeds State and Federal standards.

In addition, Water Division staff inspects and maintains lift stations at five underpasses, monitors

inter-ties with other water systems, and enforces environmental protection ordinances, including the Storm Water Ordinance. The Water Division is also responsible for the Backflow Prevention Program, which requires that industrial and commercial water users protect the water distribution supply from any potential hazards by maintaining and testing appropriate backflow prevention devices.

Significant Changes for 2008-09:

- The City will continue to face increased costs for Water Quality Protection Plan (WQPP) water. The cost of this treated water increased significantly in FY 2007-08 ($600,000); thus, $700,000 is budgeted in FY 2008-09.
- A Water Rate Study is underway in FY 2007-08 and a Water Master Plan should be completed in early 2009. Additional funds ($50,000) will be required for the Master Plan ($50,000 was budgeted in FY 2007-08).
- To assist Engineering staff, and to ensure water system improvements are completed in a timely manner, consultants will be utilized in FY 2008-09 ($50,000).

PERFORMANCE WORKLOAD MEASURES FOR 2008-2009:

- Number of Work Orders generated and completed, including response time and cost of labor, equipment, and materials.
- Man hours per graffiti removal.
- Man hours per sign installation.
- Number of plan checks completed.
- Number and type of permits issued.
- Number and type of correspondence prepared in response to public requests.
- Number of invoices and requisitions processed.

KEY ACHIEVEMENTS FOR 2007-2008:

- Street Repair Project (PN 21171), which included repair of 13 street segments and re-striping of major streets.
- Sidewalk, Curb and Gutter Project (PN 21153), which included repair of 355 locations citywide.
- Rosemead Blvd Rehabilitation Project (PN 21150) which included repair of the Rosemead/Slauson intersection, repair of Rosemead from Washington to Mines, and installation of center median fencing.
- Completion of design for the Paramount Blvd Rehabilitation Project (21180).
- Ongoing success of the Graffiti Tracker program, which has led to more than 100 arrests. Construction of stamped concrete median on Rosemead Blvd near Beverly Road.
- Installation of fiber optic line from Pico Park to City Yard.
- Installation of security and inventory control improvements at the City Yard, including cameras, gate entry, and fuel management systems. Construction of conference room at City Yard which will serve as the City's Alternate Emergency Operations Center.
- Maintenance, traffic control, and support services for 50th Anniversary Events, including

the Holiday Festival, Beauty Pageant, and Spring Family Festival.

- Streamland Park Picnic Shelter Improvements.
- Beautification of Telegraph Road Median west of Klinedale.
- Installation of stamped concrete median on Rosemead Blvd.
- Chlorine Conversion project, which included installation of new chlorine tablet units at the City's wells and the discontinued use of chlorine gas.
- Security improvements at well sites, including lighting, fencing and cameras.
- Applied for and were awarded a Safe Routes to Schools Grant ($544,500)
- Finalized and received final payment for completed Safe Routes to Schools project ($495,000).
- Generated 3,800 Work Orders; complete 90 percent on time.
- Processed 3,600 invoices; process 99 percent within 20 days.
- Graduated 31 additional CERT members and trained six City staff regarding Mass Shelter Operations.
- Water Master Plan—Phase I
- Traffic Signal Upgrade and Coordination (Synchronization and Signal Timing)
- Continued productivity improvements in processing purchases, requisitions, and work orders.

KEY GOALS & OBJECTIVES FOR 2008-2009

Maintain and enhance the physical environment

- Successful completion of the Paramount Blvd Rehabilitation and Street Repair-Phase III projects.
- Design and construction of a new Safe Routes to Schools Project.
- Installation of a new four-way traffic signal at Washington/Loch Alene and left-turn signals at Telegraph/Paramount and Beverly Blvd/Paramount.
- Center Median Improvements on Washington Blvd west of Paramount.
- Oversee County storm drain project adjacent to Bartolo Drain and County water line project on Mines Ave.
- Continue to emphasize rapid response to graffiti removal, alley dumping, and weed abatement efforts.

Efficient and Effective Government

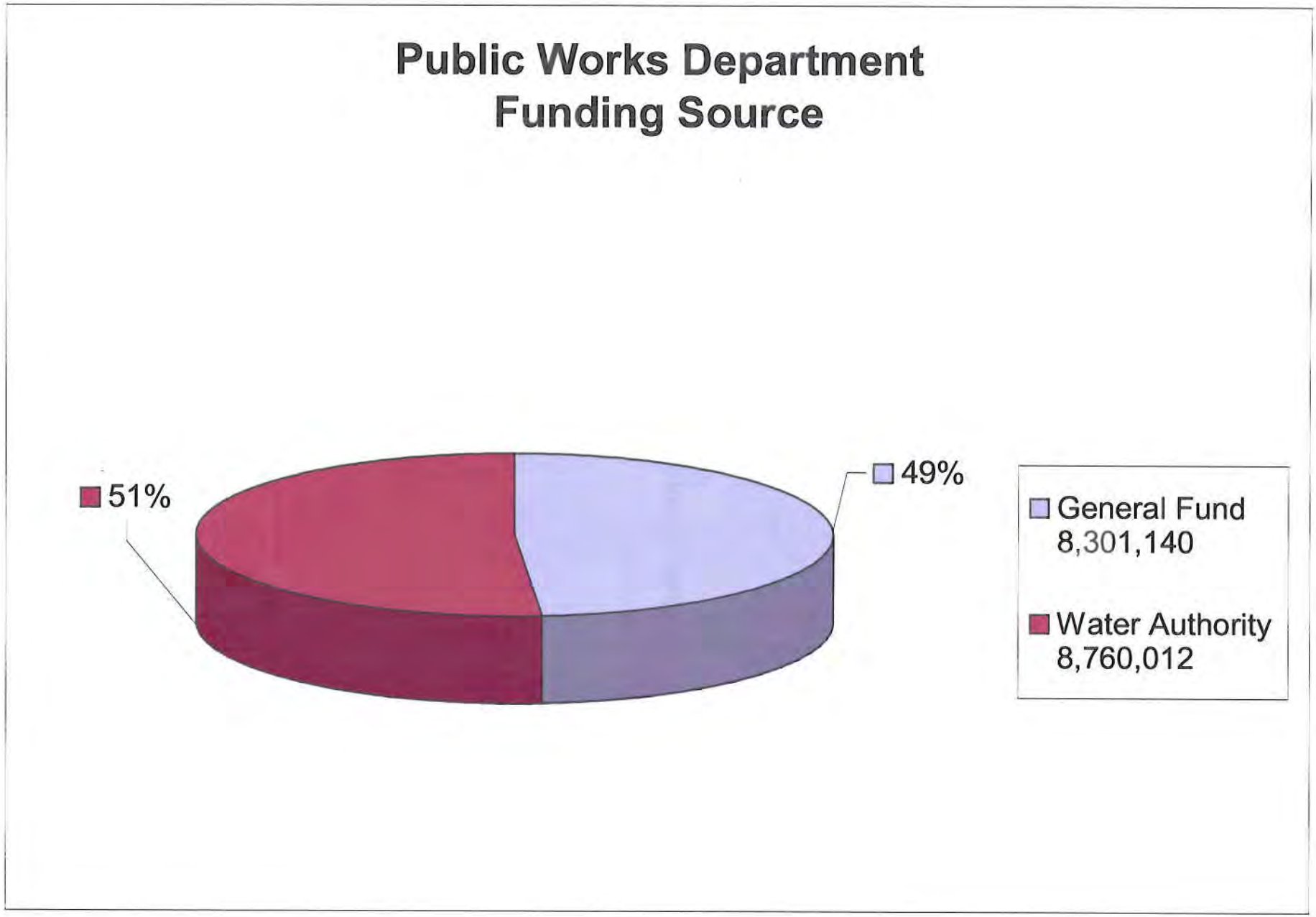
- Development of a plan for water system improvements over the next ten years, including funding requirements.
- Development of a multi-year Capital Improvement Program, including a project prioritization system, funding requirements, and annual reports to Council.
- Increased emergency preparedness training for field staff and the full integration of the Emergency Preparedness Program into Public Works.

- Ongoing streamlining of purchasing procedures via coordination between field staff and Administration, especially regarding equipment replacement and facilities maintenance.

Public Safety

- Provide quick response, especially after normal working hours, to assistance calls for accident clean-up, emergency repairs, hazardous material spills, downed trees, and traffic signal outages.
- Continue to cooperate with other agencies regarding apprehension of graffiti vandals and safety concerns at City parks.

This page left intentionally blank


Public Works Department
Funding Source
51%
49%
General Fund
8,301,140
Water Authority
8,760,012

This page left intentionally blank

City of Pico Rivera
Public Works Department

Fund/Acct: **010-xxxx**
550-xxxx

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	5,127,239	6,130,717	5,655,621	6,853,942
Maintenance & Operation	3,878,835	9,292,488	8,905,479	9,462,810
Capital Outlay	662,640	709,693	709,000	744,400
TOTAL	9,668,713	16,132,898	15,270,100	17,061,152

Source of Funds:	
General Fund	8,301,140
Water Authority	8,760,012
	17,061,152

City of Pico Rivera

Public Works Department

FULLTIME EQUIVALENTS & SALARIES						
Position	FTE	2006-2007 Adopted Budget	FTE	2007-2008 Adopted Budget	FTE	2008-2009 Proposed Budget
Full-Time:						
Director of Public Works	1.00	114,382	1.00	123,762	1.00	129,502
Deputy Director	1.00	99,600	1.00	103,723	1.00	108,544
Assistant City Engineer	2.00	193,944	1.00	96,972	1.00	101,881
Assistant Engineer	0.00	0	2.00	126,075	2.00	135,258
Associate Engineer	1.00	73,260	0.00	0	0.00	0
Senior Inspector	1.00	78,794	1.00	84,444	1.00	86,555
Public Works Inspector	1.00	59,664	1.00	61,156	1.00	62,647
Senior Manager/Superintendent	1.00	87,330	1.00	95,614	1.00	96,973
Senior Supervisor	1.00	76,944	1.00	86,136	1.00	88,289
Supervisor	3.00	218,080	3.00	224,676	4.00	297,439
Maintenance Crew Leader	3.00	135,522	6.00	283,928	6.00	296,777
Coordinator	1.00	60,576	1.00	62,388	0.00	0
Public Works Program Inspector	1.00	57,750	1.00	62,150	1.00	64,206
Utility Maintenance Worker	9.00	419,269	9.00	436,877	9.00	438,191
Facilities Maintenance Worker	11.00	495,971	11.00	499,668	11.00	517,512
Maintenance Worker	22.00	906,947	18.00	748,636	18.00	750,786
Senior Analyst	1.00	77,232	1.00	82,644	2.00	175,577
Analyst	1.00	69,848	1.00	71,748	1.00	75,370
Executive Assistant	1.00	55,866	1.00	57,480	1.00	60,393
Secretary	1.00	46,937	1.00	37,877	1.00	43,646
Administrative Clerk II	0.00	0	2.00	76,887	2.00	73,609
Equipment Mechanic	2.00	96,432	2.00	98,856	2.00	101,327
Part-Time:		367,000		475,903		552,575
Maintenance Aide	8.65		13.00		13.00	
Specialist	1.11		1.00		1.00	
Executive Associate	0.00		1.00		1.00	
Interns	0.00		0.00		4.00	
Sr. Office Clerk	1.83		1.00		1.00	
TOTAL:	76.59	3,791,348	82.00	3,997,600	87.00	4,257,059

City of Pico Rivera

Public Works Department

Administration Division

Fund/Acct: **010-4000**

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	1,277,408	1,615,745	1,344,040	1,722,421
Maintenance & Operation	610,244	678,439	626,089	739,900
Capital Outlay	0	0	0	18,400
TOTAL	1,887,652	2,294,184	1,970,129	2,480,721

Source of Funds:	
General Fund	2,480,721
	2,480,721

City of Pico Rivera

Public Works Department

Administration Division

Fund/Acct: **010-4000**

SALARIES & WAGES					
Object	Expenditure	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	798,608	993,705	847,211	1,025,110
41120	Vacation/Sick Leave	37,096	56,715	30,980	42,150
41200	Hourly Salaries	31,703	60,947	40,061	77,566
41300	Overtime	11,314	16,000	15,906	18,000
41400	Contract Labor	0	0	0	0
41500	PERS	207,959	217,474	198,439	248,205
41501	PARS	1,204	2,286	1,069	2,909
41600	Worker's Compensation	0	32,708	0	32,350
41700	Disability Insurance	7,049	8,806	7,578	8,915
41800	Unemployment Insurance	0	4,178	0	4,279
41900	Group Health & Life Ins.	163,320	200,890	181,200	238,879
41901	CBI Payments	0	0	0	0
41902	Cash Benefit	7,168	7,727	7,761	7,879
41903	Auto Allowance	1,823	1,758	1,685	1,758
41904	Technology Stipend	0	0	0	0
41930	Medicare/Tax employer	10,163	12,551	12,150	14,420
	TOTAL	1,277,408	1,615,745	1,344,040	1,722,421

City of Pico Rivera

Fund/Acct: **010-4000**

Public Works Department

Administration Division

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage	65	200	152	200
42200	Departmental Supplies	7,999	10,000	9,464	10,000
42300	Advertising	0	0	0	0
42400	Printing & Duplicating	1,318	3,000	1,477	2,500
42600	Membership & Dues	1,338	1,800	1,800	1,500
42700	Books & Periodicals	2,091	1,800	1,823	1,500
43200	Mileage Reimbursement	418	600	660	1,000
43300	Equipment Maintenance & Rental	0	300	100	300
43400	Building & Ground Maintenance	191,452	210,000	190,658	200,000
43500	Small Tools & Equipment	2,664	15,539	10,000	21,100
44100	Special Dept Expense	12,722	7,700	7,650	8,500
44200	Utilities	89,587	100,000	95,328	90,000
44500	Contracted Services	297,968	321,500	300,914	395,300
44800	Convention & Meetings	2,621	6,000	6,060	8,000
	TOTAL	610,244	678,439	626,089	739,900

City of Pico Rivera

Fund/Acct: **010-4000**

Public Works Department
Administration Division

CAPITAL OUTLAY					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
47300	Furniture & Equipment	0	0	0	18,400
	TOTAL	0	0	0	18,400

City of Pico Rivera

Fund/Acct: **010-4000**

Public Works Department
Administration Division

MAINTENANCE & OPERATION
(Justification & Support Data)
WORKSHEET

Object	Expenditure		2008-2009 Adopted Budget
44100	Special Department Expense		8,500
	Misc. Safety/Ergonamics equipment	1,000	
	Employee Recognition Program	3,000	
	National Public Works Week	1,000	
	American Flags & other purchases	1,000	
	Misc. Administration Purchases	1,000	
	Miscellaneous Expense	500	
	Traffic/Eng Supplies/Purchases	1,000	
43500	Small Tools & Equipment		21,100
	Tile Saw	1,600	
	Coring Rig Motor	1,015	
	Coring Bits	2,000	
	Knockout-Set to cut holes for conduits	1,700	
	Safety Lockout Kit	285	
	Safety Gear	2,000	
	Monitor/Recorder	3,000	
	Locator	3,000	
	Fluke Logging Meter	3,500	
	Fax/Scanner for Administration	1,000	
	Laptop for Engineering	2,000	
			29,600

City of Pico Rivera
Public Works Department
Administration Division

Fund/Acct: **010-4000**

MAINTENANCE & OPERATION
(Justification & Support Data)
WORKSHEET

Object	Expenditure		2008-2009 Adopted Budget
44500	Contracted Services		395,300
	Laundry services	25,000	
	Alarm Service (City Yard & Lundahl)	5,500	
	Software Maintenance	5,000	
	Traffic Engineering	50,000	
	General Engineering Services	75,000	
	Bee Removal Services	3,000	
	HVAC/Mechanical Maintenance	99,000	
	Plant Watering Contract	8,500	
	Janitorial Contract (CH & Rec)	38,000	
	Nuisance Abatement Services	2,500	
	Waxie Sanitary Supplies	8,500	
	Pest Control for buildings	4,700	
	Industrial Waste (LA County)	40,000	
	Best Key Software - Facilities	1,200	
	Amtech/Specialized Elevator Services	2,000	
	CAL/SLA (Street Light Assoc.)	2,400	
	Willdan Services	25,000	
			395,300

CAPITAL EQUIPMENT JUSTIFICATION
BUDGET YEAR 2008-2009
WORKSHEET

DEPARTMENT:	Public Works	ACCOUNT NO.	010-4000-47300
ADDITIONAL	X	ITEM REQUESTED	Total Survey Station
REPLACEMENT			
PROPOSED MAKE:		NUMBER REQUESTED	1

DESCRIPTION AND SPECIFICATIONS

GPT-7500

Unit Price ▸	$18,400.00
Total Price ▸	
Other Costs: Install., Transp. etc. required software & licenses) ▸	
Allowance for Inflation ▸	
Sales Tax ▸	
Total Cost ▸	$18,400.00

Source of Quoted Price:

Date of Quote ▸		Valid Until ▸	

PURPOSE AND JUSTIFICATION
FOR NEED OF EQUIPMENT

A total survay station will assist enineering in measuring slant distances, horizontal and vertical angles and elevations in topographic and geodetic works, tacheometric surveys, as well as for solution of application geodetic tasks. The measurement results can be recorded into the internal memory and transferred to our personal computer interface. Ingerating this station will make us more productive and efficient in our engineering surveying projects.

Submitted by: Michael Moore	Title: Director of Public Works

This page left intentionally blank

City of Pico Rivera

Fund/Acct: **010-4150**

Public Works Department

Emergency Preparedness Division

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	0	0	0	70,055
Maintenance & Operation	0	0	0	15,210
Capital Outlay	0	0	0	0
TOTAL	0	0	0	85,265

Source of Funds:	
General Fund	85,265
	85,265

City of Pico Rivera

Fund/Acct: **010-4150**

Public Works Department

Emergency Preparedness Division

SALARIES & WAGES					
Object	Expenditure	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries				43,490
41120	Vacation/Sick Leave				6,566
41200	Hourly Salaries				0
41300	Overtime				0
41400	Contract Labor				0
41500	PERS				10,530
41501	PARS				0
41600	Worker's Compensation				1,349
41700	Disability Insurance				276
41800	Unemployment Insurance				184
41900	Group Health & Life Ins.				6,643
41901	CBI Payments				0
41902	Cash Benefit				288
41903	Auto Allowance				0
41904	Technology Stipend				0
41930	Medicare/Tax employer				730
	TOTAL	0	0	0	70,055

City of Pico Rivera

Fund/Acct: **010-4150**

Public Works Department
Emergency Preparedness Division

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage				200
42200	Departmental Supplies				500
42300	Advertising				0
42400	Printing & Duplicating				500
42600	Membership & Dues				110
42700	Books & Periodicals				200
43200	Mileage Reimbursement				200
43500	Small Tools & Equipment				500
44100	Special Dept Expense				0
44200	Utilities				0
44500	Contracted Services				0
44800	Convention & Meetings				2,500
44920	Emergency Preparedness				10,500
	TOTAL	0	0	0	15,210

This page left intentionally blank

City of Pico Rivera

Transportation

Fund/Acct: **090-0410**
095-0410

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	0	0	0	0
Maintenance & Operation	599,336	901,905	897,430	942,300
Capital Outlay	0	0	0	0
TOTAL	599,336	901,905	897,430	942,300

Source of Funds:	
Prop A	933,770
Prop C	8,500
	942,270

City of Pico Rivera

Transportation

Proposition A

Fund/Acct: **090-0410**

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	0	0	0	0
Maintenance & Operation	592,294	889,805	889,330	933,800
Capital Outlay	0	0	0	0
TOTAL	592,294	889,805	889,330	933,800

Source of Funds:	
Prop A	933,800
	933,800

City of Pico Rivera

Fund/Acct: **090-0410**

Transportation

Proposition A

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42400	Printing & Duplicating	0	0	0	0
43200	Mileage Reimbursement	0	0	0	0
43600	Charges/Credits to Other Departments	0	0	0	0
44100	Special Dept Expense	0	0	25	0
44500	Contract Services	592,294	889,305	889,305	933,800
46992	Bank Charges	0	500	0	0
	TOTAL	592,294	889,805	889,330	933,800

City of Pico Rivera
Transportation
Proposition A

MAINTENANCE & OPERATION (Justification & Support Data) WORKSHEET		
Object	**Expenditure**	**2007-2008** Adopted Budget
44100	Special Departmental Expense	0
44500	Contracted Services -	
	Dial-A-Ride (9123)	470,400
	Extended Bus Service (9127) [Montebello]	107,600
	Bus Pass User Subsidy (9127) [MTA]	45,800
	Bus Stop Maintenance Program (9128)	178,700
	Special Event Transit (9105)	131,300
	TOTAL	933,800

City of Pico Rivera

Transportation

Proposition C

Fund/Acct: **095-0410**

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	0	0	0	0
Maintenance & Operation	7,042	12,100	8,100	8,500
Capital Outlay	0	0	0	0
TOTAL	7,042	12,100	8,100	8,500

Source of Funds:	
Prop C	8,500
	8,500

City of Pico Rivera

Fund/Acct: **095-0410**

Transportation

Proposition C

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage	0	0	0	0
42600	Memberships & Dues	0	0	0	0
44100	Special Dept Expense	7,042	7,100	8,100	8,500
44500	Contract Services	0	0	0	0
46992	Bank Charges	0	5,000	0	0
47500	Non-Recoverable Facilities	0	0	0	0
	TOTAL	7,042	12,100	8,100	8,500

City of Pico Rivera
Capital Improvement Budget Status
Schedule C
as of 5/31/2008

Fund #	Complete	Project Name	Project #	TYPE	Annual Budget	Actual Expenditure	Encumbrances	Balance
718		Passons-Serapis Grade Separation	20053	S	16,200,000.00	104,572.08	0.00	16,095,427.92
095		Rosemead/Whittier Improvements	20075	S	896,618.08	0.00	0.00	896,618.08
095		Rosemead/Washington Intersection Improvements	20078	S	282,881.92	0.00	0.00	282,881.92
095		Traffic Signals	20093	S	30,000.00	0.00	0.00	30,000.00
095		Paramount Blvd @ Loch Lomond	20096	S	100,000.00	0.00	0.00	100,000.00
540	√	Rio Hondo Parking Lot Lights	20102	F	270.19	270.19	0.00	0.00
010		Install surveillance cameras	20106	F	55,000.00	20,717.28	0.00	34,282.72
717/041		Streamland Park Picnic Shelters	20124	P	20,000.00	17,571.93	0.00	2,428.07
743/716	√	Rivera Park Infrastructure Improvements II	20129	P	247,558.69	247,558.69	0.00	0.00
017		Easement Landscaping - Paramount n/o Loch Lon	21141	S	16,000.00	0.00	0.00	16,000.00
090/095		Two New Bus Shelters @Krikorian Theaters	21145	S	250,000.00	233,456.72	0.00	16,543.28
699		Mines Bike Lane Exp - Traffic Study- Design & En	21147	S	0.00	0.00	0.00	0.00
716	√	Rivera Park Improvements	21149	P	12,057.00	12,057.00	0.00	0.00
095		Rosemead Blvd - Washington - Mines	21150	S	2,220,598.00	467,256.33	0.00	1,753,341.67
630/050/01	√	Citywide Sidewalk Rehabilitation	21153	S	499,316.00	499,441.84	0.00	(125.84)
095	√	COG's SR91/605 Needs Assessment Study	21156	S	12,000.00	20,000.00	0.00	(8,000.00)
017		Paramount Blvd BNSF RR Underpass Beautificati	21159	S	0.00	0.00	0.00	0.00
041/010		Update Citywide Financial/Wintegrate Program	21169	A	950,000.00	0.00	0.00	950,000.00
545		Misc Traffic Signal System Upgrades	21170	F	423,013.00	21,600.00	0.00	401,413.00
041	√	Street Improvement Plan - Phase 1	21171	S	299,338.28	299,338.28	0.00	0.00
717	√	Paseo Del Rio - Phase II	21174	P	1,098,049.00	1,098,049.00	0.00	0.00
550		Water Facility Security Improvements	21175	W	217,620.00	140,934.08	0.00	76,685.92
550		Water System Data Transfer System	21176	W	58,000.00	16,160.00	0.00	41,840.00
550		Water System General Upgrades	21177	W	280,000.00	281,877.79	0.00	(1,877.79)
717/010		Pico Park Playground Replacement	21178	P	209,097.00	0.00	0.00	209,097.00
095		Paramount Blvd Rehab	21180	S	100,000.00	24,483.00	0.00	75,517.00
716	√	Smith Park Aquatic Center Renovations	21182	P	28,011.31	28,011.31	0.00	0.00
095	√	Pavement Management	21184	S	29,671.34	29,671.34	0.00	(0.00)
010	√	GASB 34 Infrastructure & Land	21185	A	28,634.89	28,634.89	0.00	0.00
010		City Yard Improvements	21187	F	161,519.00	58,181.33	0.00	103,337.67
041		Aquatic Center Front Counter Renovations	21188	P	30,000.00	0.00	0.00	30,000.00
041		Youth Center Renovations	21189	P	25,000.00	0.00	0.00	25,000.00
041		Reader Board Led Sign Replacement	21190	F	150,000.00	0.00	0.00	150,000.00
041		Smith Park Field Light Renovations	21191	P	210,000.00	0.00	0.00	210,000.00
041		City Facilities Masterplan - Energy Efficiency	21192	F	55,000.00	0.00	0.00	55,000.00
041		Laser Level Ball Fields	21193	F	30,000.00	19,200.00	0.00	10,800.00
041		General Plan Update	21194	F	300,000.00	7,700.00	0.00	292,300.00
041		Civic Center Architect	21195	F	50,000.00	0.00	0.00	50,000.00
550		Water Rate Study	21196	W	20,000.00	11,000.00	0.00	9,000.00
550		Water Master Plan	21197	W	80,000.00	0.00	0.00	80,000.00
719/041		Local Street Repair Project - Phase III	21198	S	1,323,022.62	0.00	0.00	1,323,022.62
010		Bartolo Storm Drain Project	21199	S	10,000.00	0.00	0.00	10,000.00
720/010		Safe Routes to School (SR2S) Project	21200	S	605,000.00	0.00	0.00	605,000.00
095		Beverly Blvd - West Entrance/(Beverly Bridge to R	29227	S	741,823.00	40,505.00	0.00	701,318.00
095		Beverly Bridge@Rio Hondo River-Refurbish	29229	S	2,537.89	2,537.89	0.00	0.00
050		TDA Project - TBD	TBD	S	36,523.59	0.00	0.00	36,523.59
716/717/010		Prop 12/Prop 40 Parks Projects	TBD	P	422,342.00	0.00	0.00	422,342.00
095		Prop C Streets & Roads Project	TBD	S	834,515.80	0.00	0.00	834,515.80
698		Economic Development Initiative Project TBD	TBD	P	198,000.00	0.00	0.00	198,000.00
		Totals - All Projects			29,849,018.60	3,730,785.97	0.00	26,118,232.63

Denotes a completed CIP project.

TOTAL FUNDING ANALYSIS - ALL CIP PROJECTS:

	FUNDING SOURCES	Annual Funding	YTD Funding	Encumbered	Remaining Funding
010	General Fund	890,993.89	207,659.34	0.00	683,334.55
090	Prop A - 1980 1/2 Sales Tax	50,000.00	0.00	0.00	50,000.00
095	Prop C - 1990 1/2 Sales Tax	5,450,646.03	817,910.28	0.00	4,632,735.75
540	Assessment District 95-1	270.19	270.19	0.00	0.00
545	Lighting Assessment District	423,013.00	21,600.00	0.00	401,413.00
017	Image Enhancement Fund	16,000.00	0.00	0.00	16,000.00
550	Water Authority	655,620.00	449,971.87	0.00	205,648.13
630	CDBG	350,797.00	350,797.00	0.00	0.00
698	Misc - Federal HUD Grant	198,000.00	0.00	0.00	198,000.00
743	Dept of Inter-Urban Parks	133,350.54	133,350.54	0.00	0.00
716	Prop 12 - Roberti Z'Berg	479,567.46	154,276.46	0.00	325,291.00
717	Prop 40 Roberti Z'Berg	1,293,857.00	1,110,620.93	0.00	183,236.07
720	Safe Routes to School (SR2S)	544,500.00	0.00	0.00	544,500.00
041	State Relinquishment Fund	1,998,521.28	331,238.28	0.00	1,667,283.00
050	TDA - Local Transporation Fund	85,042.59	48,519.00	0.00	36,523.59
718	State Transportaiton Congestion Relief Program (TCRP)	16,200,000.00	104,572.08	0.00	16,095,427.92
719	Prop 1B Funds - State of CA	1,078,839.62	0.00	0.00	1,078,839.62
	TOTAL FUNDING	**29,849,018.60**	**3,730,785.97**	**0.00**	**26,118,232.63**
		0.00	0.00	0.00	0.00

City of Pico Rivera
Summary of Capital Outlay

Account	Department	2008-2009 Adopted Budget
010-0230-47300	Public Safety	2,000
010-0300-47300	City Clerk	15,000
010-0400-47300	Public Information	111,800
010-0800-47300	Finance-Accounting	2,100
010-0820-47300	Finance-Information Sytem	30,000
010-3400-47300	Law Enforcement	38,000
010-4000-47300	Public Works - Administration	18,400
010-4200-47300	Public Works - Street Maintenance	32,000
010-4370-47300	Public Works - Fleet Maintenance	25,000
550-4920-47300	PW-Water Utility Distribution & Production	39,000
010-8100-47300	Parks & Rec - Recreation & Facilities Prog	10,500
010-8111-47300	Parks & Rec - Operations	25,000
570-8440-47300	Parks & Rec - Golf Course	1,700
	TOTAL	**350,500**
450-9300-47300	**Equipment Replacement (TBD)**	**250,000**
	CAPITAL OUTLAY TOTAL	**600,500**
	010 - General Fund	309,800
	550 - Water Fund	39,000
	570 - Golf Course Fund	1,700
	450 - Equipment Replacement Fund	250,000
	CAPITAL OUTLAY BY FUND	**600,500**

This page left intentionally blank

City of Pico Rivera

Image Enhancement Fund

Fund/Acct: **017**

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	0	0	0	0
Maintenance & Operation	0	1,000	0	0
Capital Outlay	0	0	0	0
TOTAL	0	1,000	0	0

Source of Funds:	
Image Enhancement	-
	-

City of Pico Rivera
Image Enhancement Fund

Fund/Acct: **017**

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
46992	Bank Service Charges	0	1,000	0	0
	TOTAL	0	1,000	0	0

City of Pico Rivera

Fund/Acct: **041**

State Relinquishment Fund

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	0	0	0	0
Maintenance & Operation	0	8,000	0	0
Capital Outlay	0	0	0	0
TOTAL	0	8,000	0	0

Source of Funds:	
State Relinquishment	-
	-

City of Pico Rivera

State Relinquishment Fund

Fund/Acct: **041**

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
46992	Bank Charges	0	8,000	0	0
	TOTAL	0	8,000	0	0

City of Pico Rivera

Sewer Fund

Fund/Acct: **020**

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	0	0	0	0
Maintenance & Operation	0	700	0	0
Capital Outlay	0	0	0	0
TOTAL	0	700	0	0

Source of Funds:	
State Relinquishment	-
	-

Fund/Acct: **020**

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
46992	Bank Charges	0	700	0	0
	TOTAL	0	700	0	0

City of Pico Rivera

Fund/Acct: **200**

Air Quality Improvement Fund

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	0	0	0	0
Maintenance & Operation	0	50	0	0
Capital Outlay	0	0	0	0
TOTAL	0	50	0	0

Source of Funds:	
State Relinquishment	-
	-

Fund/Acct: **200**

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
46992	Bank Charges	0	50	0	0
	TOTAL	0	50	0	0

City of Pico Rivera

Operating and Improvement Fund

Fund/Acct: **551**

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	0	0	0	0
Maintenance & Operation	0	50	0	0
Capital Outlay	0	0	0	0
TOTAL	0	50	0	0

Source of Funds:	
State Relinquishment	-
	-

Fund/Acct: **551**

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
46992	Bank Charges	0	50	0	0
	TOTAL	0	50	0	0

City of Pico Rivera

Fund/Acct: **634**

EDA-Developer Fees

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	0	0	0	0
Maintenance & Operation	0	2,600	0	0
Capital Outlay	0	0	0	0
TOTAL	0	2,600	0	0

Source of Funds:	
State Relinquishment	-
	-

City of Pico Rivera

Fund/Acct: **634**

EDA - Developer Fees

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
46992	Bank Charges	0	2,600	0	0
	TOTAL	0	2,600	0	0

Fund/Acct: **590-8430**
590-8400

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	142	0	3,681	0
Maintenance & Operation	20,856	20,000	22,033	21,200
Capital Outlay	0	0	0	0
TOTAL	20,999	20,000	25,714	21,200

Source of Funds:	
Campground	1,200
Sports Arena	20,000
	21,200

Fund/Acct: **590-8430**
590-8400

SALARIES & WAGES					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
41100	Salaries	0	0	0	0
41120	Vacation & Sick Leave	0	0	0	0
41200	Hourly Salaries	0	0	0	0
41300	Overtime	114	0	3,084	0
41500	PERS	0	0	0	0
41501	PARS	0	0	13	0
41600	Worker's Compensation	0	0	0	0
41700	Disability Insurance	1	0	21	0
41800	Unemployment Insurance	0	0	0	0
41900	Group Health & Life Ins.	25	0	517	0
41903	Auto Allowance	0	0	0	0
41930	Medicare/Tax employer	2	0	45	0
	TOTAL	142	0	3,681	0

City of Pico Rivera
Sports Arena Complex

Fund/Acct: **590-8430**
590-8400

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage	0	0	0	0
44100	Special Departmental Exp	0	0	6,505	0
44200	Utilities	7,299	6,000	520	6,000
46990	Interest Expense	8,999	13,900	13,900	13,900
46992	Bank Service Charge	0	100	0	100
43400	Building & Ground Maintenance	4,558	0	1,109	1,200
	TOTAL	20,856	20,000	22,033	21,200

This page left intentionally blank

City of Pico Rivera

Fund/Acct: **540-1000**

Assessment District 95-1
Industry-Trojan-Warvale

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	0	0	0	0
Maintenance & Operation	41,630	41,735	39,515	44,560
Capital Outlay	0	0	0	0
TOTAL	41,630	41,735	39,515	44,560

Source of Funds:	
Assessment Dist 95-1	44,560
	44,560

City of Pico Rivera

Fund/Acct: **540-1000**

Assessment District 95-1

Industry-Trojan-Warvale

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
42100	Postage	0	0	0	0
46900	Transfer Out	0	2,100	0	2,200
46980	Debt Service Payment	30,000	30,000	30,000	35,000
46990	Interest Expense	11,100	8,985	8,985	6,660
46992	Bank Service Charge	0	100	0	100
46994	Bond Trustee Costs	530	550	530	600
	TOTAL	41,630	41,735	39,515	44,560

City of Pico Rivera
Lighting Assessment District

Fund/Acct: **545-2000**

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	0	0	0	0
Maintenance & Operation	661,664	648,000	567,042	680,400
Capital Outlay	0	0	0	0
TOTAL	661,664	648,000	567,042	680,400

Source of Funds:	
LAD	680,400
	680,400

City of Pico Rivera

Lighting Assessment District

Fund/Acct: **545-2000**

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
44200	Utilities	652,601	637,500	556,589	669,375
44500	Contracted Services	9,063	10,200	10,453	10,710
46992	Bank Service Charge	0	300	0	315
	TOTAL	661,664	648,000	567,042	680,400

City of Pico Rivera

Fund/Acct: **546-2010**

Paramount/Mines Assessment District

SUMMARY				
Classification of Expenditures	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
Salaries & Wages	0	0	0	0
Maintenance & Operation	1,013	1,000	1,000	1,100
Capital Outlay	0	0	0	0
TOTAL	1,013	1,000	1,000	1,100

Source of Funds:	
Paramount/Mines	1,100
	1,100

City of Pico Rivera

Fund/Acct: **546-2010**

Paramount/Mines Assessment District

MAINTENANCE & OPERATION					
Object	**Expenditure**	2006-2007 Actual	2007-2008 Adopted Budget	2007-2008 Estimated Expenditure	2008-2009 Adopted Budget
44500	Contracted Services	1,013	1,000	1,000	1,100
	TOTAL	1,013	1,000	1,000	1,100