



**To:** Mayor and City Council

**From:** City Manager

**Meeting Date:** January 24, 2023

**Subject:** ANNUAL COMPREHENSIVE FINANCIAL REPORT,  
FISCAL YEAR ENDING JUNE 30, 2022 AND FISCAL YEAR  
2021-22 GENERAL FUND YEAR-END RESULTS

**Recommendation:**

1. Receive and file the Annual Comprehensive Financial Report, fiscal year (FY) ending June 30, 2022; and;
2. Approve Budget Transfers that allocate the FY 2021-22 Unassigned General Fund Balance of \$87,913.

**Fiscal Impact:**

The discussion below provides a summary of the financial data found in the Annual Comprehensive Financial Report (ACFR) for the FY ending June 30, 2022. The recommended budget transfers of \$87,913 from the General Fund (GL Account No. 100.98.9800-56900) will eliminate the negative balances for the Liability Claims Fund (GL Account No. 105.00.0000-47900), the Workers' Compensation Claims Fund (GL Account No. 106.00.0000-47900), and the Financial System Software Fund (GL Account No. 450.00.0000-47900).

**Discussion:**

The ACFR is prepared by using the guidelines set forth by the Government Accounting Standards Board (GASB) and audited by CliftonLarsonAllen, LLP (CLA), Certified Public Accountants and Consultants. For the year ended June 30, 2022, these financial statements received an unmodified opinion by CLA. Their opinion is located at the beginning of the financial section of the report (Enclosure 1).

The ACFR provides a financial summary for the City of Pico Rivera (City) and its component units: the Housing Agency (Authority), Water Authority and Successor Agency. Major sections of the ACFR are the Introductory Section (including the Transmittal Letter, the Management's Discussion and Analysis), Finance Section, Notes to the Financial Statements and Statistical Section.

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Management's Discussion and Analysis (MD&A) immediately follows the independent auditors' report and provides a narrative overview and analysis of the basic financial statements. This letter of transmittal is designed to complement the MD&A and should be read in conjunction with it.

**Financial Statement Highlights**

The ACFR includes many financial schedules that provide information related to various aspects of the City's financial standing. The City's net position (assets less liabilities) increased by \$26.0 million, from \$313.6 million to \$339.5 million. Citywide revenues totaled \$115.3 million, an increase of \$20.7 million over the prior year. Expenses were \$89.4 million, an increase of \$4.4 million over the prior year.

**Reserves and Fund Balance Policy**

In an effort to further secure the City's long-term financial health, the City Council first adopted comprehensive reserve policies as part of the FY 2016-17 budget adoption process. These policies solidified the City's commitment to setting aside funds for economic uncertainty while expanding the policy to allow for assignments of fund balance for capital projects, equipment replacement, leave accruals and other expenses.

On July 28, 2020, the City Council adopted revised "risk-based" General Fund and Proprietary Fund Reserve Policies, which increased the General Fund's Emergencies/Economic Stabilization Reserve from 25% to 50%. The revised policy also set certain triggers to allow staff and City Council to reassess budgeted service/personnel levels during economic downturns to ensure ongoing economic stability. The revised policies were incorporated as part of the FY 2022-23 budget, which the City Council adopted on June 28, 2022.

**Significant City Accomplishments and Initiatives**

FY 2021-22 has been a very fruitful year for the City, and we are proud to present the accomplishments as the City of Pico Rivera is exceptionally well positioned to meet current and future challenges facing local government and our community. This fiscal year's accomplishments signify the City's commitment to working together in a collaborative manner for the betterment of the greater community. These accomplishments, and many more, demonstrate our diligence and commitment to implementing our strategic priorities and ensuring the City's economic prosperity and bettering the lives of our citizens and businesses. The City's performance goals, priorities, and strategies focus on the following areas:

- Fiscal and Organization Sustainability
- Economic Development and Land Use
- Infrastructure
- Health, Wellness and Safety

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- Community Engagement

The City's FY 2021-22 Accomplishments Report brochure is attached in its entirety to this report as Enclosure 2. The report includes the City's Guiding Plan, Awards, and Recognition categorized by strategic priority, as well as the initiatives and visions for FY 2022-23.

The entire ACFR can be found on the City's website, placed there with the prior year's financial statements to promote transparency. In addition, the FY 2021-22 ACFR is attached in its entirety to this report as Enclosure 1.

**General Fund Year-End Results**

This report is to inform the City Council of the City's year-end financial positions. FY 2021-22 General Fund revenues and transfers-in ended the year in excess of expenditures and transfers-out, which resulted in a year-end surplus of \$22 thousand, as shown in Table 1.

**Table 1 – General Fund Year-end Results**

<b>FY 2021-22 General Fund Results</b>	<b>Operating</b>	<b>Bond Refinancing</b>	<b>Total</b>
Operating Revenues	\$49,034,402		49,034,402
Operating Transfers In	1,479,066		1,479,066
Revenues & Transfers In Total *	\$50,513,468	\$ -	\$ 50,513,468
Operating Expenditures	\$42,076,943	5,000,000	47,076,943
Sales Tax Pledge for Debt Payment	\$ 1,065,000		1,065,000
Operating Transfers Out	2,349,335		2,349,335
Expenditures & Transfers Out Total *	\$45,491,278	5,000,000	50,491,278
<b>FY 2021-22 Results (Revenues Less Expenditures):</b>	<b>\$ 5,022,190</b>	<b>\$ (5,000,000)</b>	<b>\$ 22,190</b>
<i>* Amounts are grouped and presented differently from the ACFR statements for this report.</i>			

The City's operating revenues and transfers-in were over operating expenditures and transfers-out by \$5.02 million at the end of FY 2021-22. In December 2021, the City transferred \$5 million from the General Fund to the Successor Agency Fund and took advantage of the low-interest rate to refund the outstanding Successor Agency Tax Allocation Bonds (TABs) 2001 (7%) with TABs 2021, which has a more favorable interest rate (1.51%). As a result of the transfer, the City had a net surplus of \$22 thousand for FY 2021-22.

The surplus resulted from greater revenues than budget and expenditures below budget due to the following major components:

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Revenue

For the fiscal year ended June 30, 2022, General Fund revenues came in at \$50.74 million, which outperformed the Amended Budget estimates by approximately \$3.04 million, or 5%. The highest positive variances are associated with Sales Tax, Licenses & Permits, and Utility Users Tax.

In California, the pandemic and higher energy prices shallowed growth. Conversely, the retail trade, hospitality, health care and social services have solid gains in employment. The robust labor market, strong consumer spending, and an easing of pandemic-related supply chain constraints all contributed to the state economy's continued growth.

- Sales Tax revenues came in higher than adjusted budget estimates by \$2.24 million. The City utilizes HdL Companies for sales tax analysis and to provide sales tax projections that address the impacts of the pandemic. Year-end results exceeded estimates due to a combination of factors such as AB 147 adding new sales and use tax revenues collected from out-of-state retailers shipping to California since FY 2020-21, consumer confidence stabilized, and more consumers shopped online in FY 2021-22. The increase in online sales has resulted in a more consistent shift in sales tax collection to the State and County Pools due to the rise of online shopping rather than traditional brick-and-mortar stores.
- Utility Users Tax (UUT) came in over the budgeted estimates due to an increase in usage and pricing of electric and natural gas billed charges. When comparing prices of Electricity per Kilowatt Hour (EKH) and Utility (piped) gas per therm (UGT), the Bureau of Labor Statistics shows Los Angeles households are paying an average of 14% per EKH higher in 2022, than per EKH paid in 2021. The average cost of UGT in 2022 was 23% higher than compared to 2021.
- Business License. The City projected FY 2021-22 new Business License applications based on the FY 2020-21 actual amounts, which included some delinquent accounts. As the City caught up and resolved most of the delinquencies in FY 2020-21, the actual FY 2021-22 amount came marginally under the budgeted estimates.
- Parks and Recreation came in over budgeted estimates primarily due to the expansion of recreation programs and contract class offerings in FY 2021-22. The reopening of limited programs and services has increased participation and revenue.
- License & Permits came in over the budgeted estimates due to several factors: an increase in activity of permits for Building, Plumbing, Electrical, and Plan Checks; increased Plan Check fees and Other Licenses and

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Permits fees primarily due to the increase in building and project valuations; and the User Fee increases due to the annual adoption of the Schedule of Fees aligned with the Consumer Price Index (CPI).

- Franchise Tax came in over the budgeted estimates due to an increase in usage and pricing of the electric and natural gas charges related to CPI increases.
- Transient Occupancy Tax (TOT), the hotel visitor tax, came in over the budgeted estimates due to the rebound of travel and lodging while more COVID-19 restrictions were being lifted. Currently, the average TOT rate is 10%.
- All Other Revenues came in under budgeted estimates primarily due to State Grants and Interest Income. Beginning in FY 2021-22, the State Grant funding for the Summer Lunch Program moved from the General Fund to the Miscellaneous Local Grants Fund to comply with the specific special fund program reporting requirements. Also, interest income and fair value of investments have decreased due to the market conditions in FY 2021-22. In accordance with GASB 31, all unrealized investment gains and losses, including changes in the fair value of investment, are required to be reported in the operating statement.

Table 2 below shows revenues by category.

**Table 2. General Fund Revenues by Category**

Revenue Source	FY 21-22 ADOPTED BUDGET	FY 21-22 AMENDED BUDGET	FY 21-22 ACTUALS	\$ AMENDED BUDGET vs. ACTUALS	% OVER (UNDER) AMENDED BUDGET
Sales Tax	\$ 20,334,350	\$ 22,313,428	\$ 24,551,320	\$ 2,237,892	9%
Property Tax	12,231,509	12,480,733	12,458,947	(21,786)	(0%)
Utility Users Tax	3,130,682	3,130,682	3,567,128	436,446	12%
Franchise Tax	812,000	812,000	1,006,998	194,998	19%
Transient Occupancy Tax (TOT)	433,620	433,620	533,482	99,862	19%
Business License Tax	1,433,801	1,433,801	1,393,135	(40,666)	(3%)
Parks & Recreation Fees	322,632	158,532	288,814	130,282	45%
Licenses & Permits	1,324,616	1,524,616	2,222,131	697,515	31%
All Other Revenues*	3,789,973	3,789,973	3,210,826	(579,147)	(18%)
<b>OPERATING REVENUE</b>	<b>43,813,183</b>	<b>46,077,385</b>	<b>49,232,782</b>	<b>3,155,397</b>	<b>6%</b>
Cares Act	-	-	28,703	28,703	100%
Transfers In - Others**	1,620,456	1,620,456	1,479,066	(141,390)	(10%)
<b>TOTAL - GENERAL FUND REVENUE</b>	<b>\$ 45,433,639</b>	<b>\$ 47,697,841</b>	<b>\$ 50,740,551</b>	<b>\$ 3,042,710</b>	<b>6%</b>

\*Includes Fines & Forfeitures, Charges for Services, Use of Money, Other Revenue, and Intergovernmental Revenue

\*\*Includes Transfer In (Gas Tax)

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Table 3 below shows other General Fund Revenues under the Water Enterprise and Pension Section 115 Trust Incomes.

**Table 3. Total General Fund Revenues**

<b>General Fund (Fund 100)</b>	\$	50,740,551
<b>Water Enterprise (Fund 551)</b>		(34,780)
<b>Section 115 Pension Trust Fund (Fund 875)</b>		(192,302)
<b>Total General Fund Revenues FY 2021-22:</b>	\$	50,513,468

**Expenditure**

At the end of June, General Fund expenditures totaled \$50.29 million, including operating expenditures of \$37.71 million, which were \$5.41 million, or 13% underestimates (Amended Budget to Actuals). At the end of the fiscal year, expenditures for nearly all departments were under budget estimates. Table 4 shows the General Fund Expenditures by major category. The major variances are discussed in detail in Table 5.

**Table 4. General Fund Operating Expenditure Summary**

	FY 21-22 ADOPTED BUDGET	FY 21-22 AMENDED BUDGET	FY 21-22 ACTUALS	\$ AMENDED BUDGET vs. ACTUALS	% OVER/ (UNDER) AMENDED BUDGET
<b>GENERAL FUND OPERATING EXPENDITURE SUMMARY</b>					
TOTAL Salaries & Benefits	\$18,792,511	18,082,400	17,131,699	\$ (950,701)	(5%)
TOTAL Maintenance & Operations	26,641,128	25,043,080	20,579,034	(4,464,046)	(18%)
<b>TOTAL GENERAL FUND OPERATING EXPENDITURE SUMMARY</b>	<b>\$45,433,639</b>	<b>43,125,480</b>	<b>37,710,732</b>	<b>\$ (5,414,748)</b>	<b>(13%)</b>

- Salaries & Benefits expenditures came in lower than budgeted by \$951 thousand, primarily due to an average of eight (8) vacancies throughout the year.
- Maintenance and Operations came in lower than budgeted by \$4.46 million, of which \$1.28 million were from carried-over encumbrances; they have properly been included in the Year-End Open Purchase Order report that spans all departments. The other variances were mainly due to continuing appropriations for programs and projects that were in progress and expected to be completed by the end of FY 2022-23, including the Public Works vehicle replacement, IT infrastructure improvements, community outreach enhancements, facility improvements, etc.

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**Table 5. General Fund Expenditures by Department**

DEPARTMENT / EXPENDITURE CATEGORY	FY 21-22 ADOPTED BUDGET	FY 21-22 AMENDED BUDGET	FY 21-22 ACTUALS	\$ AMENDED BUDGET vs. ACTUALS	% OVER/ (UNDER) AMENDED BUDGET
<b>ADMINISTRATION</b>					
Salaries & Benefits	\$ 1,505,174	\$ 1,505,174	\$ 1,477,530	\$ (27,644)	(2%)
Maintenance & Operations	434,560	1,130,653	353,566	(777,087)	(69%)
<b>TOTAL ADMINISTRATION</b>	<b>1,939,734</b>	<b>2,635,827</b>	<b>1,831,096</b>	<b>(804,731)</b>	<b>(31%)</b>
<b>PUBLIC SAFETY ***</b>					
Law Enforcement - Los Angeles County Sheriff	12,713,448	13,232,015	12,135,586	(1,096,429)	(8%)
Revenue Loss Credit - ARPA Funded	-	(10,227,800)	(10,227,800)	-	0%
<b>TOTAL PUBLIC SAFETY</b>	<b>12,713,448</b>	<b>3,004,215</b>	<b>1,907,786</b>	<b>(1,096,429)</b>	<b>(36%)</b>
<b>COMMUNITY &amp; ECONOMIC DEVELOPMENT ****</b>					
Salaries & Benefits	3,751,249	3,472,849	3,158,091	(314,758)	(9%)
Maintenance & Operations	1,986,437	2,568,002	1,430,195	(1,137,807)	(44%)
Transfers Out to Successor Agency Fund	1,065,000	6,065,000	6,065,000	-	0%
<b>TOTAL COMMUNITY &amp; ECONOMIC DEVELOPMENT</b>	<b>6,802,686</b>	<b>12,105,851</b>	<b>10,653,286</b>	<b>(1,452,565)</b>	<b>(24%)</b>
<b>ADMINISTRATIVE SERVICES</b>					
Salaries & Benefits	1,730,251	1,583,911	1,463,201	(120,710)	(8%)
Maintenance & Operations	695,751	1,458,312	744,062	(714,250)	(49%)
<b>TOTAL ADMINISTRATIVE SERVICES</b>	<b>2,426,002</b>	<b>3,042,223</b>	<b>2,207,263</b>	<b>(834,960)</b>	<b>(27%)</b>
<b>Non-Departmental</b>					
Salaries & Benefits	2,036,868	2,036,868	1,861,032	(175,836)	(9%)
Maintenance & Operations	4,195,874	4,195,874	4,052,584	(143,290)	(3%)
<b>TOTAL NON-DEPARTMENTAL</b>	<b>6,232,742</b>	<b>6,232,742</b>	<b>5,913,616</b>	<b>(319,126)</b>	<b>(5%)</b>
<b>HUMAN RESOURCES</b>					
Salaries & Benefits	649,436	649,436	678,682	29,246	5%
Maintenance & Operations	436,650	457,050	383,835	(73,215)	(16%)
<b>TOTAL HUMAN RESOURCES</b>	<b>1,086,086</b>	<b>1,106,486</b>	<b>1,062,517</b>	<b>(43,969)</b>	<b>(4%)</b>
<b>PARKS &amp; RECREATION</b>					
Salaries & Benefits	4,592,966	4,522,966	4,201,397	(321,569)	(7%)
Maintenance & Operations	1,000,518	1,444,397	1,380,119	(64,278)	(4%)
<b>TOTAL PARKS &amp; RECREATION</b>	<b>5,593,484</b>	<b>5,967,363</b>	<b>5,581,517</b>	<b>(385,846)</b>	<b>(6%)</b>
<b>PUBLIC WORKS</b>					
Salaries & Benefits	4,526,567	4,311,196	4,291,765	(19,431)	(0%)
Maintenance & Operations	4,112,890	4,719,577	4,261,887	(457,690)	(10%)
<b>TOTAL PUBIC WORKS</b>	<b>8,639,457</b>	<b>9,030,773</b>	<b>8,553,652</b>	<b>(477,121)</b>	<b>(5%)</b>
<b>TOTAL GENERAL FUND OPERATING EXPENDITURES</b>	<b>45,433,639</b>	<b>43,125,480</b>	<b>37,710,732</b>	<b>(5,414,748)</b>	<b>(13%)</b>
Transfers Out - ARPA Allocation to CIP		10,227,800	10,227,800	-	0%
Transfers Out - Others		2,349,335	2,349,335	-	0%
<b>TOTAL GENERAL FUND EXPENDITURES &amp; TRANSFERS OUT</b>	<b>\$ 45,433,639</b>	<b>\$ 55,702,615</b>	<b>\$ 50,287,867</b>	<b>\$ (5,414,748)</b>	<b>(10%)</b>
*** See table 6					
**** See table 6					

ADMIN = City Council, Admin, City Clerk, City Attorney

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Table 6 below shows the reconciliations between actual expenditures per payments and the amounts on ACFR for Public Safety and Community & Economic Development expenditures:

**Table 6. Reconciliation between Actual and ACFR Expenditures – Public Safety and Community & Economic Development Expenditures**

	Actual Amounts	ARPA Revenue	Bond Refinancing	Sales Tax Pledge for Debt Payment	ACFR Amounts
Public Safety ***	\$ 12,135,586	(10,227,800)			\$ 1,907,786
Community & Economic Development ****	\$ 4,588,286		5,000,000	1,065,000	\$ 10,653,286

Table 7 below shows Other General Fund expenditures under the Liability Claims and Workers' Compensation Claims Funds.

**Table 7. Total General Fund Expenditures**

General Fund (Fund 100):	\$ 50,287,868
Liability Claims (Fund 105):	26,640
Workers Compensation Claims (Fund 106):	176,771
<b>Total General Fund Expenditures FY 2021-22:</b>	<b>\$ 50,491,278</b>

Discussion of departments with significant variances from the amended budget are as follows:

- Administration year-end expenditures came in 31% lower than the amended budget, primarily due to ongoing contracts for projects, such as the multi-year document scanning project and the Historical Whittier Blvd Multi-Modal Revitalization Plan projects that will continue into FY 2022-23.
- Public Safety \*\*\* As illustrated in Table 6, in FY 2021-22, the City incurred actual Public Safety expenditures of \$12,135,586. As the City recognized \$10,227,800 in ARPA revenues and offset that amount with law enforcement expenditures, the amount reported on ACFR became \$1,907,786.

When comparing the actual expenditures of \$12,135,586 with the budgeted amount of \$13,232,015, the actual came in 8% below budget primarily due to the ongoing Automated License Plate Reader (ALPR) program by Flock Safety, which was approved in FY 2021-22 and will continue into FY 2022-23. The ALPR program is a system of cameras and supporting software that captures license plate information and instantly compares plate numbers to a database that aids law enforcement in criminal investigations and crime reductions.

- Administrative Services year-end expenditures came in 27% lower than the amended budget due to salary savings and lower IT software and license



expenditures. The Software Licensing and Furniture and Equipment expenditures in the IT division came in lower due to some multi-year IT projects, which were part of the IT Assessment recommendations approved by the City Council in FY 2021-22 and will continue into FY 2022-23.

- Community & Economic Development (CED) \*\*\*\* As illustrated in Table 6, in FY 2021-22, the City incurred actual CED expenditures of \$4,588,286. Per GASB No. 38, the transfers between the general government and a fiduciary fund (Successor Agency Fund, in this case) must be reclassified. Therefore, we adjusted the CED expenditures by the Successor Agency transfers of \$6,065,000 to \$10,653,286.

When comparing the actual expenditures of \$4,588,286 with the budget, the actual came in 24% below budget due to salary savings from vacant positions and ongoing contracts and projects that will continue into FY 2022-23. The contracts and projects include Professional and Contracted Services such as legal services, implementation of the Online Permit Program, the Permanent Local Housing Allocation Program (PLHAP), and other Community and Economic Development Strategic Plans and Studies.

- Parks & Recreation came in 6% under budget, mainly due to salary savings from vacant Full-time positions and Hourly Salary savings primarily in Recreation Facilities and Programs, Special Events, Camps, and Crossing Guards. As more COVID-19 restrictions lift, Parks & Recreation gradually restored its programs and services but has not reached the pre-pandemic levels. Therefore, the pertinent Maintenance and Operation expenditures came in slightly below budget.
- Public Works came in 5% under budget due to a combination of salary savings in unfilled full-time and hourly positions. Maintenance and Operation expenditures came in under budget primarily due to ongoing Professional and Contracted Services for legal services, Traffic Signal maintenance, Storm Water Lift Stations maintenance, and projects that are expected to be completed in FY 2022-23.

#### Fund Balance – General Fund

The FY 2021-22 General Fund operating revenue actuals are \$3.16 million higher than the amended budget due to stronger than anticipated Sales Tax, Utility User's Tax, and Licenses & Permits revenues. The General Fund operating expenditure actuals are below the amended budget by \$5.4 million as a result of salary and benefit savings from staff vacancies during the year and the delay of some programs and projects accordingly.

The FY 2021-22 adopted General Fund budget included a 6.2% expenditure reduction stemming from the projected downfall in revenues. FY 2021-22 Year-End projections

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provided in the FY 2021-22 Third Quarter Budget Review showed revenues tracking better than expected at \$2,887,134 above expenditures. The General Fund Year-End Revenues were trending higher than anticipated, primarily due to improved Sales Tax revenues received to date since March 31, 2022.

Table 8 reflects the General Fund Balance per GASB 54 classifications as of June 30, 2022.

**Table 8 – Fiscal Year End 2021-22 General Fund Balance**

<b>General Fund Balance, June 30, 2022:</b>		
Nonspendable (Advances Receivable)		26,139,104
Committed (Fund Balance Requirement - 50% of FY 2021-22 GF Revenues)		24,517,211
Restricted (Pension Contribution)		1,180,688
Assigned (Fund Balance Policy Designations)		
OPEB Unfunded Liability	822,080	
Leave Liability	195,780	
Equipment Replacement	846,020	
Self-insured Retention	500,000	
Bond Refinancing/Reserve	1,000,000	
Capital Improvements	2,000,000	
Deferred Maintenance	1,000,000	
Energy Efficiency	1,000,000	
Economic Sustainability	1,000,000	
Open Purchase Orders Carried Over	1,277,109	
Other Continuing Appropriation	5,285,802	
Total Assigned Fund Balance		14,926,791
Unassigned		6,458,368
<b>Total General Fund Balance, June 30, 2022:</b>		<b>\$ 73,222,162</b>

As previously mentioned, the City transferred \$5 million from the General Fund Bond Reserve to the Successor Agency Fund to refund TABs 2001 with TABs 2021. Therefore, the Unassigned Fund Balance of \$6.46 million is mainly attributable to the release of \$5 million bond refinancing reserve.

**Non-spendable Fund Balance**

The City has over \$26 million in long-term receivables/advances in the non-spendable form at the end of FY 2021-22.

**Reserved/Committed Fund Balance**

The City Council adopted a risk-based General Fund Policy, which increased the General Fund's Reserve from 25% to 50%. To meet the City's Reserve Policy target of 50% of actual revenues, \$24,517,211 was designated as the Reserved/Committed General Fund Balance as of June 30, 2022.

*Restricted Fund Balance*

At the end of FY 2021-22, the PARS Section 115 account's balance of \$1,180,688 was restricted for the Pension contribution.

*Designated (Assigned) Funds*

Assigned funds describe the portion of the General Fund reserves that reflect the use of resources by the City Council intended to provide a means and source of funding for various near-term and long-term needs. For example, funds can be assigned to address long-term liabilities such as Other Post Employment Benefit (OPEB) unfunded liabilities and leave accrual liabilities. Funds can also be assigned to address equipment replacement needs as well as to set aside funding for unfunded/unprogrammed future capital and/or infrastructure projects.

Specifically, this reserve policy establishes assignments for the following short-term and long-term needs at the various levels specified:

- OPEB (Other Post Employment Benefit) Unfunded Liability
- Leave Liability
- Equipment Replacement
- Self-insured Retention
- Bond Refinancing/Reserve
- Capital Improvement (Unfunded/Unprogrammed)
- Deferred Maintenance / Infrastructure Maintenance
- Energy Efficiency Projects
- Economic Sustainability

At the end of FY 2021-22, the Assigned Fund Balance was \$14,926,791. Other than the designations listed above, it also included open purchase orders of \$1,277,109 and other continuing appropriations of \$5,285,802. These were planned purchases and appropriations not completed by June 30, 2022, and they were carried over into FY 2022-23. A list of the Open Purchase Orders is attached (Enclosure 3).

In reviewing the City's other governmental funds, staff identified the need to transfer \$87,913 of the General Fund Unassigned Balance to the Liability Claims Fund, the Workers' Compensation Claims Fund, and the Financial System Software Fund to eliminate these funds' negative balances.

- Insurance Funds: As the City did not allocate claims payments in FY 2020-21 and FY 2021-22 to the General Fund, a deficit of \$474,005 exists in the Liability Claims Fund and Workers' Compensation Claims Fund as of June 30, 2022. Staff recommends a transfer of \$126,329 to the Liability Claims Fund and another of \$347,676 to the Workers' Compensation Fund to properly eliminate the negative balances for these two (2) funds. The transfers have no fiscal

impact on the net Unassigned General Fund Balance because the General Fund, Liability Claims Fund, and Workers' Compensation Claims Fund are grouped under one fund in the ACFR. For future fiscal years, staff will propose appropriations in the budgets to cover the estimated claims expenditures properly.

- Financial System Software Fund: Staff discovered that a previously unidentified \$87,913 of expenditures related to annual software costs were not properly reported in a prior fiscal year. As such, those balances must now be recorded in the General Fund in FY 2022-23.

#### Enterprise Funds (Proprietary Funds) Year-End Results

Proprietary funds use the accrual basis of accounting, which is the same method used by private businesses. Proprietary funds can be classified as either "enterprise funds" or "internal service funds". The City has four (4) enterprise funds: the Water Enterprise Fund (550), the Golf Course Fund (570), the Sports Arena Fund (590), and the Pico Rivera Innovative Municipal Energy (PRIME) Fund (560). Table 9 reflects the Enterprise Fund balances as discussed below.

**Table 9 – Enterprise Funds Year-End Results**

Net Assets / Fund	Water Operations	P.R.I.M.E	Golf Course	Sports Arena
Revenue	\$ 11,180,400	\$ 18,030,558	\$ 847,876	\$ 347,209
Expenses	\$ 8,465,543	\$ 17,222,547	\$ 1,254,001	\$ 176,188
Changes in Net Assets	\$ 2,886,654	\$ 808,011	\$ (406,125)	\$ 165,691
Beginning Fund Balance	\$ 30,491,833	\$ 3,784,711	\$ (2,533,234)	\$ 202,319
<b>Ending Fund Balance</b>	<b>\$ 33,378,487</b>	<b>\$ 4,930,134</b>	<b>\$ (2,939,359)</b>	<b>\$ 368,010</b>

There are two (2) major funds in the enterprise fund group, the Water Operations Enterprise fund, and the PRIME fund, which are discussed on the next page.

#### Water Operations Enterprise Fund

The Water Operations Enterprise Fund accounts for the operation and maintenance of the City's water treatment, water transmission and distribution system. During the year, \$11.152 million was received from charges for services, and the operating expenses were \$8.466 million. The non-operating revenues and expenses included \$441 thousand in investment income, \$153 thousand in grants, \$683 thousand gain on bond defeasance of the Water Authority Revenue Bonds, Series 2001, and \$1.105 million bond interest charges. The Water Fund's net position increased by \$2.887 million from the prior year to \$33.378 million. Revenues exceeded expenses came mainly due to continuing appropriations and contingencies for programs and projects that were in progress and expected to be completed by the end of FY 2022-23.

*Pico Rivera Innovative Municipal Energy (PRIME) Fund*

The City established a Community Choice Aggregation (CCA) operation. PRIME is operated as a modified Joint Powers Authority (JPA), with the City of Lancaster as the lead agency of the JPA. CCAs operate such that power purchase and rate-setting authority is exercised locally. Southern California Edison (SCE) still provides transmission of all electricity as well as billing. However, PRIME utilizes third-party consultants to purchase power and answer billing inquiries from Pico Rivera residents. The benefit is that the overhead is lower, and those cost savings have been passed on to residential and commercial customers. The changes in market conditions for the cost of power and related power products have made it difficult to project the ever-changing fluctuations in the energy market.

During the year, operating revenues increased by \$3.231 million to \$18.031 million, and operating expenses increased by \$1.105 million to \$17.223 million from the prior year. In FY 2021-22, the price and usage of energy have seen unanticipated increases, driven by the heat waves during the summer months and low water levels affecting the hydroelectric power supply. In response to the energy market changes, the City implemented two (2) rate increases, which became effective at the beginning of FY 2021-22, to generate sufficient revenues to fund ongoing operations and maintain approved reserves according to PRIME's adopted policies. While the unpredictability of weather and future energy prices are a continuing theme, FY 2021-22 net assets increased by about \$808 thousand, mostly due to the City's continued attention to proactively setting rates and proactively procuring clean energy contracts.

*Golf Course Fund*

In FY 2021-22, as pandemic restrictions lifted and residents had more access to other activities, there was less demand for golf play. Additionally, the U.S. Army Corp of Engineers (USACE) closed the Golf Course for October 2021 and then allowed it to reopen in November with a smaller makeshift Course. USACE also closed down the driving range, which was one of the main selling points. Therefore, compared to FY 2020-21, the Golf Course's revenues decreased by \$101 thousand in FY 2021-22. Conversely, the Golf Course experienced an increase in expenses due to the restaurant and banquet facility becoming fully operational with more staffing. Consequently, there was a net operating loss of \$406 thousand.

*Sports Arena Fund*

The Pico Rivera Sports Arena experienced rebounded activities as the pandemic restrictions lifted, resulting in revenues exceeding expenditures as more events were held in the outdoor venue. It should be noted that the City Council approved debt forgiveness of \$102,053 for FY 2021-22 to ease the pandemic-related economic hardships and restrictions for the management company, LEBA Inc., from hosting events. As a result, the Sports Arena had a net income of \$166 thousand. Events held at the Sports Arena have gradually increased and approaching pre-pandemic levels.

**Conclusion:**

This year-end report presents an overview of the City's General Fund operating revenues and expenditures for the FY 2021-22. Staff recommends that the City Council approve budget transfers of \$87,913 out of the Unassigned General Fund Balance to eliminate the negative balances for the Liability Claims Fund, the Workers' Compensation Claims Fund, and the Financial System Software Fund.

Staff will continue to monitor each revenue source and expenditure activity closely and will evaluate opportunities to enhance revenues and reduce expenditures.



Steve Carmona

SC:AG:JG:DS:ep

Enclosures: 1) Annual Comprehensive Financial Report (ACFR), Year Ending June 30,  
2022  
2) Pico Rivera Fiscal Year 2021-22 Accomplishments Report  
3) General Fund Purchase Orders Rolled over to FY 2022-23

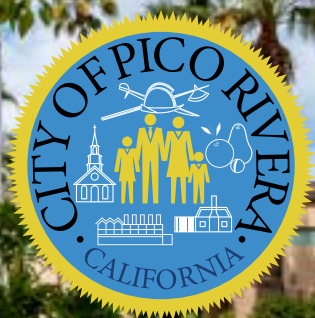
Click on the link below to access the  
Annual Comprehensive Financial Report (ACFR) for  
Fiscal Year Ended June 30, 2022

<https://www.pico-rivera.org/wp-content/uploads/2022/12/Signed-Final-Report-and-Financial-Statements.pdf>





# **PICO RIVERA** **FISCAL YEAR 2021-22** **ACCOMPLISHMENTS** **REPORT**







“To learn more about the exciting projects, plans, and events throughout the city, I encourage you to explore our city website. I also welcome you to review my monthly City Manager’s report for the latest and greatest here in Pico Rivera.”

On behalf of the City Council and the entire City organization, I am pleased to present the City Accomplishments Fiscal Year 2021-22 report on the City of Pico Rivera’s initiatives and achievements from July 1, 2021 through June 30, 2022. This report summarizes this past year’s internal and external accomplishments and successes, both organizationally and at large. It showcases just some of the many goals reached this year and highlights further objectives that the City plans to accomplish in the coming years. The City’s performance goals, priorities, and strategies focus on the following areas:

- Fiscal and Organization Sustainability
- Economic Development and Land Use
- Infrastructure
- Health, Wellness and Safety
- Community Engagement

I am proud of the work my team and I do every day to support and implement the City Council’s goals and priorities to serve the public. As a product of this community, I pride myself on providing-exemplary service to all who live, work, or relax in this community.

**Steve Carmona**  
City Manager



**Dr. Monica Sánchez**  
Mayor



**Erik Lutz**  
Mayor Pro Tem



**Gustavo V. Camacho**  
Councilmember



**Raul Elias**  
Councilmember



**Andrew C. Lara**  
Councilmember



City of Pico Rivera  
6615 Passons Blvd.  
Pico Rivera, CA 90660  
[www.pico-rivera.org](http://www.pico-rivera.org)



# Our Guiding Plan

## CITY OF PICO RIVERA STRATEGIC PLAN

### MISSION

To positively impact our community by providing excellent city services, facilitating responsible stewardship of resources, and actively engaging our residents, businesses, and visitors.

### VISION

Pico Rivera will be a leading progressive, thriving, connected community with a high standard for quality of life and collaborative governance.

### VALUES

Craft is a skill in planning, making, or executing. The acronym CRAFT is used to reinforce the purpose and importance of the organization's values:

**Collaboration**  
**Respect**  
**Accountability**  
**Fairness and Inclusion**  
**Transparency**

## STRATEGIC PRIORITIES



#### FISCAL AND ORGANIZATION SUSTAINABILITY

Create a City government build to adapt to change



#### ECONOMIC DEVELOPMENT AND LAND USE

Encourage the development of underutilized space, plan for growth, and engage businesses to transform the City as an economic and cultural hub.



#### INFRASTRUCTURE

Plan, fund, build, and maintain reliable and cost-effective infrastructure that contributes to enhancing quality of life.



#### HEALTH, WELLNESS AND SAFETY

Create a safe and thriving City with low crime and high standards for health and wellness.



#### COMMUNITY ENGAGEMENT

Foster a connected, collaborative, and actively participating City and workforce.

# 2021-22 City Awards and Recognition



Awarded \$481,729 from the Outdoor Equity Grants Program to help establish local activities and trips to natural areas.



Awarded \$8.1 million in Clean California Grants for Median and Parkway Beautification Projects.



Awarded \$2.5 million in the House Appropriations Committee's 2022 energy and water funding bill for the advancement of the City's PFOS and PFOA Filtration Projects.



Awarded \$300,000 as part of the California Department of Housing and Community Development's Local Early Action Planning (LEAP) Grant Program



# Residents of the **City of Pico Rivera**



# FY21- 22 ACCOMPLISHMENTS

The City of Pico Rivera is exceptionally well positioned to meet current and future challenges facing local government and our community. This publication signifies the City's commitment to work together in a collaborative manner for the betterment of the greater community. These accomplishments and many more demonstrate our diligence and commitment to implementing our strategic priorities and ensuring the City's economic prosperity and bettering the lives of our citizens and businesses.

## FISCAL AND ORGANIZATIONAL SUSTAINABILITY



**YOUR UNIFIED COMMUNICATIONS  
PLATFORM IN THE CLOUD**  
City of Pico Rivera

### CITY OF PICO RIVERA STRATEGIC PLAN

#### MISSION

To positively impact our community by providing excellent city services, facilitating responsible stewardship of resources, and actively engaging our residents, businesses, and visitors.

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- Transparency

### STRATEGIC PRIORITIES

	<b>FISCAL AND ORGANIZATION SUSTAINABILITY</b>	Create a City government build to adapt to change
	<b>ECONOMIC DEVELOPMENT AND LAND USE</b>	Encourage the development of underutilized space, plan for growth, and engage businesses to transform the City as an economic and cultural hub.
	<b>INFRASTRUCTURE</b>	Plan, fund, build, and maintain reliable and cost-effective infrastructure that contributes to enhancing quality of life.
	<b>HEALTH, WELLNESS AND SAFETY</b>	Create a safe and thriving City with low crime and high standards for health and wellness.
	<b>COMMUNITY ENGAGEMENT</b>	Foster a connected, collaborative, and actively participating City and workforce.



### PICO RIVERA VIRTUAL CITY HALL

*A New Way to Engage*

**Your one-stop shop for all Pico Rivera city services.**

Virtual City Hall (VCH) is a digital platform that enables you to engage your city from the palm of your hand.

- Participate in public meetings
- Submit & track service requests
- Pay city bills
- Apply for permits & licenses
- Submit & review plans
- Register for activities & events
- Reserve city facilities, and much more

VCH is designed to support decision making, improve transparency, enhance operations, streamline services, and promote fiscal sustainability. This innovative system can adapt to emerging needs, shifting priorities, and evolving technologies.

Scan the QR code to visit online or download the app. Create a user account, explore the new features, and customize your own Virtual City Hall experience today.







# Create a City government built to adapt to change.

## FISCAL AND ORGANIZATIONAL SUSTAINABILITY ACCOMPLISHMENTS

- Adopted a Five-year Strategic Plan, including a revised vision, mission and goals, and departmental action plans
- Successfully awarded \$6.66 million in funding requests to various granting agencies
- Implemented Code of Ethics & Conduct Policy
- Refinanced two (2) Bonds to generate a substantial savings of approximately \$10.95 million
- Obtained an AA Bond Rating by Standard and Poor's (S&P) after S&P evaluated the City's creditworthiness for potential issuance of Pension Obligation Bonds
- Received GFOA Award for Excellence in Financial Report for the 2021 Annual Comprehensive Financial Report (ACFR)
- Received GFOA Award for Distinguished Budget Presentation for Year 2 of the FY 2021-23 Biennial Budget
- Implementation of industry "Best Practices":
  - Amended Procurement Policies and Procedures and related Municipal Code Sections
  - Adopted Capital Asset Capitalization Policy
  - Adopted Pension Obligation Bonds/Pension Policy
  - Renewed the Investment Policy
  - Certified the Investment Policy with California Municipal Treasurers Association
  - Completed Phase 1 of the Citywide Telecommunication System Replacement:
  - Migrated to Microsoft Office 365
  - Implemented Goto - Cloud-based phone system
  - Implemented Office 365 - Cloud-based e-mail and collaboration suite
  - Implemented Pulseway – Cloud-based remote monitoring and management
  - Completed IT Glue – Centralized IT documentation platform
- Implemented Cylance Advanced Guard- Ransomware protection
- Implemented ESET – Cloud-based antivirus protection

## PERFORMANCE ACTIVITY FOR FISCAL AND ORGANIZATION SUSTAINABILITY

### Performance Activity

Accounts Payable Invoices Processed

**FY 2020-21**

14,328

**FY 2021-22**

14,811

IT Help Desk Request Resolved

379

499

ACH Accounts Processed

1,708

1,784

# ECONOMIC DEVELOPMENT AND LAND USE ACCOMPLISHMENTS



“Encourage the development of vacant/underutilized space, creatively plan for growth, and engage the business community to transform the city as an economic and cultural hub.

## ECONOMIC DEVELOPMENT AND LAND USE ACCOMPLISHMENTS

- Finalized tenant improvement renovations for Chase Bank and three (3) new retail tenant improvement plans at Crossroads Plaza
- Approved a 54,000 square foot retail project at Beverly Crossing near the southeast corner of Beverly & Rosemead Boulevards and finalize the review of a drive through queuing lane
- Approved a Mobile home Rent Stabilization Ordinance and established a property registration program
- Approved a Digital Billboard Ordinance established for two (2) areas for revenue sharing development agreements
- Approved a Vacant Lot Ordinance to improve the visual appearance of vacant properties
- Approved a Smoke Shop Ordinance and established a Smoke Shop moratorium
- Approved a Flavored Tobacco Ordinance and established a Tobacco Retail Licensing Fee program
- Approved a Car Wash moratorium to study the impacts to surrounding properties
- Approved an Industrial Uses Ordinance with additional clarification on zoning code and amended the Land Use Chart to require a Conditional Use permit for industrial zones
- Cooperative Agreements with Industrial Developers for revenue generating uses (Baybar Road and Carlson Site projects)
- Issued (25) grants for the Small Business Grant program to small businesses operating within Community Development Block Grant eligible areas impacted from COVID-19
- Property acquisition for redevelopment of underutilized real estate near Whittier Blvd

## PERFORMANCE ACTIVITY FOR ECONOMIC DEVELOPMENT AND LAND USE

Performance Activity	FY 2020-21	FY 2021-22
Building Permits Processed	1,653	1,809
Business Licenses Processed	2,211	2,325
Utility Bills Accounts Processed	57,549	59,591
Cash Receipts Transactions Processed	64,002	62,681
Cash Receipts Amount Collected	\$94,618,911	\$101,601,223
New Water Accounts Processed	386	383
New Water Accounts Amount Collected	\$55,393	\$57,937



# INFRASTRUCTURE ACCOMPLISHMENTS





Plan, fund, build, and maintain reliable and cost-effective infrastructure that contributes to enhancing quality of life.

## INFRASTRUCTURE ACCOMPLISHMENTS

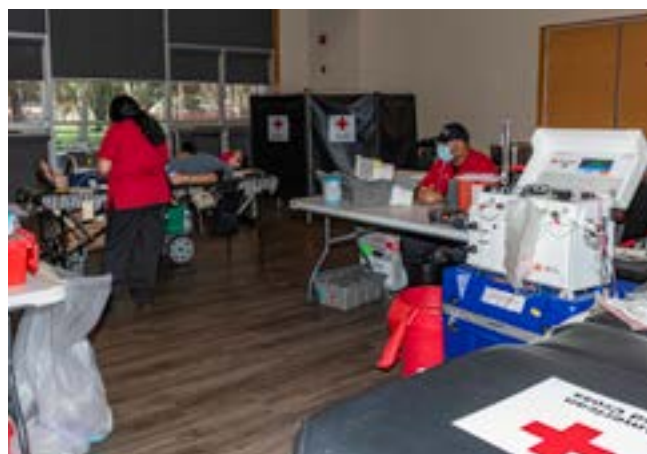
- Allocated American Rescue Plan Act Funding of \$14.8 million to critical Capital Improvement Projects
- Received award of \$8.5 million in State-level direct funding request to renovate and rehabilitate the Smith Park Aquatic Center
- Received award of \$8.5 million in State-level direct funding request to renovate and rehabilitate Rio Hondo Park
- Received award of two (2) grants under Clean California Local Grant Program in the amount of \$8,132,334 for Medians and Parkway Beautification Projects
- Received award of \$244,100 from the Rivers & Mountains Conservancy for the Whittier Blvd. Bike & Pedestrian Bridge Project
- Received award of \$500,000 from LA Metro as a co-applicant for the Eastside Open Street Event along Whittier Bl
- Completed the Durfee Avenue Grade Separation project. Total project budget approximately \$108 million
- Completed the Rio Hondo Park playgrounds replacement projects
- Completed three (3) Hot Spots Intersection Improvement projects for the reduction of traffic congestion
- Completed the design of two (2) Highway Safety Improvement Projects to improve the safety and accessibility for motorists, pedestrians, and cyclists
- Completed design of the ADA City Hall improvements project to ensure Americans with Disabilities Act (ADA) compliance and standards
- Completed construction of Telegraph Raised Median Improvements
- Completed Water Main Replacement Project at Olympic Blvd, Garrick Ave, and Pico Vista Rd
- Completed Well 4 Rehabilitation and Base Raising
- Completed Security Fencing Upgrades at Plant 2 & Well 5
- Installed ten (10) new Water Service Connections for Accessory Dwelling Units (ADU)
- Completed beautification of Patio area and walkway including landscape and concrete repairs at the Senior Center
- Upgraded light poles and irrigation system at the Women's Auxiliary Park

## PERFORMANCE ACTIVITY FOR INFRASTRUCTURE

Performance Activity	FY 2020-21	FY 2021-22
Replaced 12-inch Gate Valves	3	2
Maintenance Work Orders	575	579
Replaced old meters	1,000	560
Replaced Service Connections Citywide	100	195
New 1-inch Service Connections Installed by Contractor for Residential	13	10
Pothole Repair Works Orders	611	563
Encroachment, Grading, Driveway, etc. Permits Issued	247	304



# HEALTH, WELLNESS AND SAFETY ACCOMPLISHMENTS



# Create a safe and thriving city with low crime and high standards for health and wellness.

- Successfully provided a Grab and Go summer meal program for children ages 18 and under. 59,647 meals were provided with the help of volunteers who donated approximately 1,485 hours to the Summer Food Service Program
- Awarded a grant from No Kid Hungry in the amount of \$24,500, which supported the existing Summer Food Service Program in helping provide additional staff support, equipment, PPE, and promotional materials
- Operated a COVID-19 testing center that served 4,300 people, and three (3) pop-up vaccine clinics helping to inoculate 400 people
- Partnered with Pico Care Pharmacy to provide Pfizer and Moderna booster vaccines at the Pico Rivera Senior Center
- Completed Flock Safety project and installed Automated License Plate Recognition (ALPR) systems that automatically capture vehicles' license plate information
- Completed Verkada - Cloud-based Video Security for Surveillance at City parks and City Yard
- Distributed a total of \$323,921 to PRIME customers to provide COVID-19 debt relief as part of the California Arrearage Payment Program (CAPP).
- Provided over 70 free Smart Thermostats to residents to save money and reduce electricity demand during extreme heat events.
- Enhanced essential Emergency Operations Center (EOC) Communications Center equipment, including replacement of defective satellite modem, verification/inspection of emergency phone system, inventoried all EOC laptops and installed secured charging station-equipped storage cabinet to ensure the emergency equipment is not only secured, but always ready for emergency use
- Participated in the California Water and Wastewater Arrearage Payment Program (CWWAPP), and assisted with providing financial relief to 296 eligible customers of more than \$148,000 in credits, to those impacted by COVID-19 and past due on their water utility bill payments
- Credit more than 300 Water Customer Accounts for Past Due Invoices, totaling \$150,000
- Enrolled in the Low-Income Household Water Assistance Program (LIHWAP) that is federally funded and administered by the U.S. Department of Health and Human Services and the California Department of Community Services and Development. LIHWAP is a customer-based program for low-income households that are qualified to use a one-time credit for past due and current balances, including any penalties up to \$2,000 on water bills or wastewater bills.
- Installed two (2) outdoor water bottle filling stations with drinking fountains and pet fountains at Smith Park, Pico Park, Rio Hondo Park, and Rivera Park
- Planted 62 trees at Pio Pico Park with the assistance of the Urban Forest and volunteers for Arbor Day

## PERFORMANCE ACTIVITY FOR HEALTH, WELLNESS, AND SAFETY

### Performance Activity

	FY 2020-21	FY 2021-22
Tree Trimming Work Orders	240	3,035
Graffiti Removal Work Orders	2,583	2,683
Square Feet of Graffiti Removed	260,000	265,000
Illegal Dumping Work Orders	1,036	688
Tons of Trash Collected	420	450
Parking Enforcement Citations	20,900	20,979
Section 8 Requests Processed	821	1,398
Section 8 Housing Assistance Payments	\$4,799,861	\$5,130,351
Code Enforcement Cases	184	567
Rabies Clinic with Vetcare Services and SNP LA - pets served	335	336
Rabies Clinic with Vetcare Services and SNP LA - vaccinations	250	296
American Red Cross Blood Drives - donors	24	49
American Red Cross Blood Drives - pints collected	22	54
American Red Cross Blood Drives - lives saved	66	156



# COMMUNITY ENGAGEMENT ACCOMPLISHMENTS





Foster a connected, collaborative, and actively participating city and workforce.

## COMMUNITY ENGAGEMENT ACCOMPLISHMENTS

- Completed The Roldan Futsal Pitch and Basketball Courts “Mini-Pitch” at Pico Park
- Completed the first Community Survey in 14-years to collect statistically reliable data on residents’ satisfaction, priorities, and concerns
- Publicly launched Virtual City Hall, inclusive of a new city website and mobile app, a service request work management system, a code/parking enforcement case management system, a new portal for council meeting agendas & minutes, a GIS data and story map portal, a crime & safety data analytics and mapping tool, a portal for all RFP/Qs, multi-language settings, a new portal for all city and private development projects and plans
- Hosted a variety of drive-thru/parking lot Special Events for older adults, including a Luau, Mariachi Concert, Moonlight Drive-In, and Jolly Holidays to keep participants entertained safely
- Successfully and safely brought back in-person Summer & Winter Camps for youth ages Kindergarten through 8th grade; camps were fully booked for each session offered
- Virtual “Rec at Home” program, including 14 virtual special events and contests, 29 Rec at Home videos, and 250 posted activities
- Held Mayor’s Women’s Conference
- Successfully held a variety of in-person Special Events

Date	Date	Aprox. Attendees
July 31, 2021	Community Bike Ride	115
Aug. 3, 2021	National Night Out	500
Aug. 14, 2021	Movies Under the Stars	100
Aug. 25, 2021	Community Outreach Event	300
Aug. 28, 2021	Movies Under the Stars	300
Oct. 8, 2021	Jalisco Mariachi Festival	5,00
Oct. 23, 2021	Halloween Spooktacular	9,000
Dec. 4, 2021	Holiday Festival & Tree Lighting	9,000
April 6, 2022	Certified Farmer’s Market (Wednesdays, April 6 - August 31)	1,200
April 9, 2022	Easter Eggstravaganza	8,000
May 30, 2022	Memorial Day Ceremony	500

# AND WE'RE NOT DONE...

## LOOKING AHEAD 2023

### ADMINISTRATION

#### *City Manager's Office*

- Long Term Strategic Plan
- Virtual City Hall & Mobile App
- Historic Whittier Bl. Revitalization Program
- City Council Chamber Audio/Visual Upgrades
- Whittier Narrows Dam Complex (Sports Arena, safety project, comms plan, etc.)
- Legislative Program & Advocacy
- Office of Sustainability

#### *City Clerk*

- Digital Agenda Management
- Meeting/Agenda Portal
- Council Chamber Audio/Visual Upgrades
- Questy's integration with GIS
- Document Conversion (scanning)

#### *Pico Rivera Innovative Municipal Energy*

- Solar + Battery Storage Distributed Energy Resources (DER) Pilot Program for PRIME Commercial and Residential customers
- Launch the Disadvantaged Communities Green Tariff Program, providing 100% local renewable energy to low-income residential customers with a 20% bill discount. PRIME will automatically enroll approximately 6,500 residential customers that already participate in the California Alternate Rates for Energy (CARE) and Family Electric Rate Assistance (FERA) programs.
- Electric Vehicle Supply Equipment (EVSE) Master Plan and deployment of Electric Vehicle Charging stations citywide.
- Development of the Climate Action Plan to reduce citywide greenhouse gas emissions.

#### *Waste Management*

- Multi-year roll out of AB 1383 programing and expanded waste hauling services

### ADMINISTRATIVE SERVICES

- Explore Revenue Enhancements
- Implementation of Transparency Software
- Complete Collective Bargaining with Labor Groups "Negotiations"
- Implement formal Budget Policy
- Continue working towards "Paperless" Workflows
- Streamline Accounts Payable Importing Process
- Expedite Credit Card Transaction Reconciliation via Mobile App
- Present a balanced Biennial Budget FY 2023-2025
- Apply for the GFOA Award for Excellence in Financial Report

- Apply for the GFOA Award for Distinguished Budget Presentation
- Storage & Backup infrastructure upgrade
- City Wide Network backbone upgrade
- Microsoft O365 SharePoint migration
- Upgrade Desktops / Laptops
- Monthly IT Training
- Implement Cloud-based document management software upgrade
- Develop and implement IT policies and processes



## COMMUNITY AND ECONOMIC DEVELOPMENT

- Housing Program for First Responders and Substantial Rehabilitation Loans for eligible households
- Washington Blvd TOD Specific Plan
- Whittier Blvd Business Improvement District
- Citywide Design Guidelines
- Sale of 9003 Beverly Blvd and Development of new retail business
- Feasibility Study of Enhanced Infrastructure Financing District
- Feasibility Study of Community Revitalization and Investment Authority
- Virtual City Hall – 3Di Design & Implementation (Parking, Building, Code and Business License)
- Public Right-of-Way Beautification (Union Pacific, BNSF, Caltrans, LA County Flood Control, SCE & DWP areas)
- Section 8 program will seek additional Administrative Funds from HUD to implement increase owner participation to increase marketing and utilization of Section 8 vouchers in the City
- Vacant Lot Ordinance Implementation
- Shopping Cart Ordinance
- Creation of Multi-Family Rental Inspection Program

## HUMAN RESOURCES

- Update the City's Outdated Job Descriptions
- Ongoing Management of the COVID-19 Pandemic
- Hold ten (10) Employee Trainings
- Develop and implement new employee policies
- Implement three (3) Programs to Prevent and/or Reduce Work Related Injuries and Workers' Compensation Claims

## PARKS AND RECREATION

- Apply for and receive grants to enhance recreation programming
- Identify and capitalize on opportunities to acquire and build new recreation facilities or park space.
- Develop a new design and engineered plans for both the Smith Park Aquatic Center and the Rio Hondo Park Youth Center. Begin construction on both centers with estimated completion dates of late 2024 for the Youth Center and early 2025 for the Aquatic Center. Each center will be closed to the public for the duration of the projects.
- Revise City policies and resolutions to allow for the general public's rental of Parks and Recreation facilities and fields
- Complete renovations for the Senior Center patio, Youth Center, Pico and Rivera Parks' Gym HVAC, and Rivera and Smith Parks' facility roofing
- Align department operations and programs to provide for long-term sustainability
- Develop a Parks & Recreation Master Plan
- Development of a Dog Park

## PUBLIC WORKS

- Complete PFOA/PFAS Treatment Systems
- Complete COP funded pavement projects
- Complete Traffic Signal Synchronization Program at three (3) Major Arterials
- Complete Construction of two (2) HSIP Projects
- Complete Design and start Construction of Median Islands and Parkway Beautification Projects
- Complete Facilities Master Plan
- Complete Security System Master Plan
- Implement a Vehicle Replacement & Maintenance Program
- Increase Tree Pruning Cycle
- Complete Urban Water Management Plan
- Complete Risk & Resiliency Assessment



# LOOKING AHEAD 2023

## HISTORIC WHITTIER BLVD REVITALIZATION PROGRAM



## ADA RENOVATIONS TO THE SENIOR CENTER PARKING LOT AND RESTROOM FACILITIES



## PFOA/PFAS TREATMENT SYSTEMS





## History

Pico Rivera was founded in the 1870's when major railroad companies completed rail lines in the area. Newly arrived farmers planted large groves in the fertile land between Rio Hondo and San Gabriel Rivers. Eventually, the two communities, Pico and Rivera, were established and grew into a rustic agricultural setting.

During the 1950's, homes, schools, and churches developed, along with commercial/industrial enterprises. These establishments grew the communities of Pico and Rivera closer together, giving a strong sense of civic awareness. During a 1958 election, the name "Pico Rivera" was confirmed for the new city and five citizens were elected to the first City Council. Thus, Pico Rivera became the 61st city in Los Angeles County.

## Facts & Figures

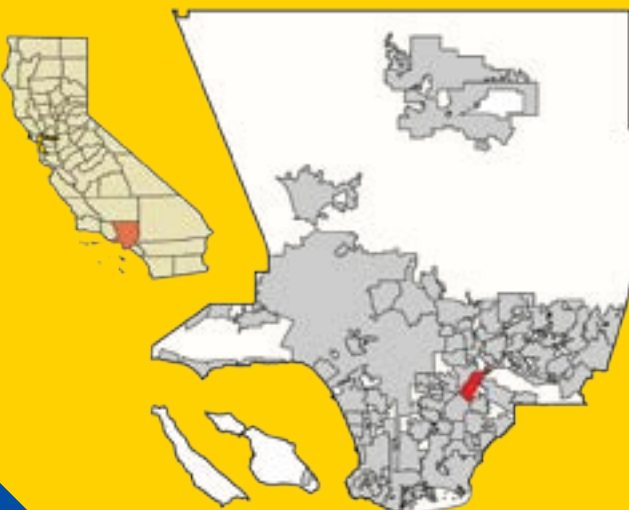
- ◆ Established in 1958
- ◆ City Population: 62,800 (2020 census)
- ◆ Median Household Income: \$70,620
- ◆ Median Home Price: \$677,500
- ◆ City Recreation: 9 City Parks
- ◆ Land Size: 9-square miles
- ◆ Area Code/Zip Code: (562) / 90660-90662

## Location

The City of Pico Rivera is located in southeastern Los Angeles County. It sits approximately 11 miles southeast of downtown Los Angeles, on the eastern edge of the Los Angeles Basin, and on the southern edge of the area known as the San Gabriel Valley.

The City of Pico Rivera is bordered by the cities of Commerce, Downey, Montebello, Santa Fe Springs, and Whittier.

The ports of Long Beach and Los Angeles as well as the Los Angeles International Airport (LAX) are close in proximity to Pico Rivera.





## Places of Interest in Pico Rivera



### Pico Rivera Sports Arena

Built in 1979, the 6,000-seat arena is famous for its Mexican rodeos and Latin entertainment. This sports arena is known to be the largest Mexican rodeo ring in the country.

### Pio Pico California State Park

The City's five acre park encompasses historic gardens and the beautiful restored adobe home of Pio Pico, one of California's most remarkable historical figures. Volunteers keep this amazing heritage alive by preserving and protecting it with learning opportunities and service projects.



### Pico Rivera Historical & Heritage Museum

Our Historical Museum is housed in an original train depot from 1887. It offers visitors a look at Pico Rivera's colorful past through a variety of photographs, documents, and historical objects.



### Paseo Del Rio

The Paseo del Rio at the Rio Hondo Coastal Basins Spreading Grounds consists of a bike and pedestrian trail around the perimeter of the grounds, iron fencing, landscaping, and a rest area.

## Education

The Pico Rivera community is proud of its educational system. Elementary and High School students living in the city are served by the El Rancho Unified School District and the Montebello Unified School District. There are also two parochial schools (grade 1-8) and one private school (K-12) in town.

### Pico Rivera proudly offers residents:

- 8 Elementary Schools
- 3 Middle Schools
- 3 High Schools
- 1 Pre-Kinder-12 and Adult Programs

In addition, there are nearby community colleges and universities that provide higher education including Rio Hondo College, Cerritos College, Cal State Los Angeles, Cal State Long Beach, and Cal Poly Pomona.



## Our Mission

"To positively impact our community by providing excellent city services, facilitating responsible stewardship of resources, and actively engaging our residents, businesses, and visitors."

# City Government

## City of Pico Rivera Profile

## General Law City

The City of Pico Rivera is a general law city and operates under the Council-Manager form of government whereby the City Council provides policy direction to a City Manager appointed by the Council. As the City's Chief administrator, the City Manager is responsible for overseeing City employees who implement all of the City's programs, services and projects. Five City Council members are elected, at large, for staggered four-year terms. The council members select two of the members to serve as Mayor and Mayor Pro Tem.

## Municipal Services

The City provides a full range of municipal services including public works, water, construction and maintenance of roads and highways, planning and zoning, recreation and cultural activities, and general administrative support such as overall agency management, procurement of goods and services, payroll, recruitment, risk management, budget preparation and monitoring and accounting. The City contracts some municipal services with other public agencies, these include: the Los Angeles County Sheriff's Department for law enforcement service, the Los Angeles County Fire Department for fire protection and paramedic emergency services, and the Los Angeles County Library System to operate its two community libraries.







#### **CITY OF PICO RIVERA CITY HALL**

6615 Passons Boulevard  
Pico Rivera, CA 90660  
(562) 942-2000

#### **CITY OF PICO RIVERA – PUBLIC WORKS DEPARTMENT**

6615 Passons Boulevard  
Pico Rivera, CA 90660  
(562) 801-4421

#### **CITY OF PICO RIVERA – PARKS & RECREATION DEPARTMENT**

6767 Passons Boulevard  
Pico Rivera, CA 90660  
(562) 801-4430

*Hours of Operation: 7:30 a.m. – 5:00 p.m.*

*Monday through Thursday, closed Fridays, weekends,  
and federal holidays.*

#### **LOS ANGELES COUNTY SHERIFF'S DEPARTMENT**

##### **PICO RIVERA STATION**

6631 Passons Blvd.  
Pico Rivera, CA 90660  
(562) 949-2421  
[PicoRiveraWebSite@lasd.org](mailto:PicoRiveraWebSite@lasd.org)



City of Pico Rivera  
6615 Passons Blvd.  
Pico Rivera, CA 90660  
[www.pico-rivera.org](http://www.pico-rivera.org)



PO #	PO AMOUNT	ENCUMBERED AMOUNT	GL ACCOUNT #	DEPARTMENT	VENDOR	DESCRIPTION
2021-200	\$ 49,431	\$ 3,931	100.11.1110-52800	Administration	3Di, Inc	System implementation, training, & maintenance
2021-200	\$ 38,569	\$ 10,694	100.11.1110-52800	Administration	3Di, Inc	System implementation, training, & maintenance
2022-193	\$ 12,505,023	\$ 449,005	100.15.1500-54500	Administration	LA County Sheriffs Department	FY 2021-22 General Law Enforcement Contract
2022-339	\$ 99,000	\$ 94,866	100.15.1500-54500	Administration	Flock Safety	Installation of Flock Safety / License Plate Rater Cameras on Existing Poles
2022-404	\$ 82,257	\$ 82,257	100.11.1110-54500	Administration	CivicWell	Program Management Support
2022-405	\$ 33,300	\$ 31,968	100.11.1110-54500	Administration	Ollin Strategies	Consulting Services- Government Relations Consultant
2021-467	\$ 20,675	\$ 4,885	100.20.6040-54500	Administrative Services	Infinity Technologies	FY20-21 IT Assessment
2022-380	\$ 6,300	\$ 6,300	100.20.6040-52805	Administrative Services	Tyler Technologies	AP Import
2022-386	\$ 16,517	\$ 8,633	100.90.9003-54300	Administrative Services	Goto Communication	Telecom Svs VOIP
2020-543	\$ 120,000	\$ 119,525	100.12.1200-54500	City Clerk	GRM Information Ma	GRM scanning project - 3 year community development
2021-213	\$ 15,000	\$ 900	100.30.3020-54500	Community & Economic Development	Costar Realty Info	Real estate online service license
2021-297	\$ 13,200	\$ 4,373	100.14.1400-54500	Community & Economic Development	Dapeer, Rosenblit & Litvak, LLP	Special Counsel Service for El Rodeo Night Club/8825 Washington Blvd
2022-025	\$ 27,811	\$ 2,722	100.30.3010-54400	Community & Economic Development	Psomas	Peer Review of the Initial Study/Mitigated Negative Declaration
2022-109	\$ 9,000	\$ 6,650	100.30.3010-54400	Community & Economic Development	Hinderlitter, De LI	Cannabis Management Service
2022-179	\$ 329,999	\$ 154,169	100.30.3010-54400	Community & Economic Development	Rincon Consultants Inc	Professional Planning Service
2022-267	\$ 14,172	\$ 4,960	100.30.3030-54500	Community & Economic Development	Nationwide Cost Recovery Services, LLC	Registration fee foreclosure
2022-272	\$ 16,000	\$ 1,136	100.30.3020-54500	Community & Economic Development	Costar Realty Information, Inc	Renewal for three real estate online service license
2022-313	\$ 27,750	\$ 19,812	100.30.3020-54400	Community & Economic Development	Terra Realty Advisors Inc	Outdoor Advertising Digital Billboard Signs
2022-390	\$ 19,951	\$ 7,836	100.30.3010-54400	Community & Economic Development	Psomas	Peer review of the Study/Mitigated Declaration for 8101 Rosemead
2022-411	\$ 4,591	\$ 3,435	100.30.3030-54500	Community & Economic Development	So Cal Industries	NEC Beverly Blvd. & Rosemead Blvd. Fence
2022-054	\$ 67,800	\$ 31,415	100.80.8230-52400	Parks & Recreation	Pgi-Pacific Graphi	Printing Cost
2022-289	\$ 326,351	\$ 29,090	100.80.8100-54500	Parks & Recreation	C.S. Legacy Const	Pico Park Project Construction
2022-366	\$ 25,232	\$ 25,232	100.80.8100-53500	Parks & Recreation	Deere & Company	Rio Hondo & Rivera Park: John Deere Gator equipped
2022-410	\$ 6,804	\$ 6,804	100.80.8103-52255	Parks & Recreation	Triangle Sports, Inc	Uniforms
2022-410	\$ 126	\$ 126	100.80.8130-52255	Parks & Recreation	Triangle Sports, Inc	Uniforms
2018-585	\$ 140,966	\$ 50,169	100.40.4010-54400	Public Works	Tke Engineering Inc.	Streets Bartolo Drainage Ditch
2021-128	\$ 4,776	\$ 4,776	100.40.4050-54500	Public Works	IMEG Corp.	Update to storm water master plan and survey datum
2021-151	\$ 98,652	\$ 8,221	100.40.4031-54500	Public Works	Emcor Services Mesa Energy	HVAC maintenance services
2021-220	\$ 150,000	\$ 2,777	100.40.4030-54640	Public Works	Nationwide Environmental Services	Graffiti Abatement
2021-234	\$ 10,000	\$ 6,892	100.40.4030-54655	Public Works	County Of Los Angeles Dept Of Public Works	Monitoring City traffic signals through KITS-City
2021-239	\$ 2,750	\$ 751	100.40.4010-54500	Public Works	NV5, Inc.	Tract Map 74823 review (Burke)
2021-383	\$ 4,100	\$ 978	100.40.4010-54500	Public Works	NV5, Inc.	Plan check services for 4129 Rosemead
2021-425	\$ 28,000	\$ 1,733	100.40.4010-54500	Public Works	NV5, Inc.	On Call Plan Check services for 3900 Baybar Rd
2022-236	\$ 10,000	\$ 1,152	100.40.4032-54500	Public Works	Ice Star Refriger	Refrigerator & Ice Maker Service and Repairs
2022-245	\$ 6,190	\$ 6,190	100.40.4040-54400	Public Works	Infinity Technologies	Professional GIS Consulting Services
2022-287	\$ 29,900	\$ 19,353	100.40.4010-54500	Public Works	HR Green Pacific, Inc	Develop a citywide fiber optics master plan
2022-296	\$ 26,000	\$ 26,000	100.80.8220-54500	Public Works	Interwest Consulting Group	Staff augmentation construction management services
2022-296	\$ 10,000	\$ 1,086	100.80.8000-54500	Public Works	Interwest Consulting Group	Staff augmentation construction management services
2022-296	\$ 10,000	\$ 1,458	100.80.8220-54500	Public Works	Interwest Consulting Group	Staff augmentation construction management services
2022-296	\$ 5,000	\$ 4,620	100.80.8100-54500	Public Works	Interwest Consulting Group	Staff augmentation construction management services
2022-308	\$ 4,950	\$ 2,325	100.40.4010-54500	Public Works	Interwest Consulting Group	9036 Beverly Blvd plan check
2022-310	\$ 29,800	\$ 17,150	100.40.4010-54500	Public Works	Fehr & Peers	Vehicle Miles Traveled Analysis Guidelines
2022-317	\$ 2,000	\$ 115	100.40.4010-54500	Public Works	NV5, Inc.	Tentative Parcel Map 83251 review, 10100 Beverly Blvd.
2022-321	\$ 4,850	\$ 2,030	100.40.4010-54500	Public Works	NV5, Inc.	Review utility & st improvement plans for 7105 Paramount blvd
2022-326	\$ 1,600	\$ 1,280	100.40.4010-54500	Public Works	Willdan Engineering	Traffic letter review for 6605 Rosemead Blvd
2022-343	\$ 1,960	\$ 120	100.40.4010-54500	Public Works	Willdan Engineering	Professional traffic engineering services for 3900 Baybar Road
2022-351	\$ 4,900	\$ 3,220	100.40.4010-54500	Public Works	Interwest Consulting Group	Grading plan review for 8101 Rosemead Blvd
2022-374	\$ 4,200	\$ 560	100.40.4010-54500	Public Works	Interwest Consulting Group	Grading plan review for 9400 Slauson Ave. Carl's Jr.
2022-375	\$ 4,620	\$ 3,430	100.40.4010-54500	Public Works	Interwest Consulting Group	Precise grading plan/hydrology report/SWPPP/PG Cost Estimate review for 7925 Rosemead Blvd.
TOTAL PURCHASE ORDERS FOR						
YEAR-END		\$ 1,277,109				