

2015-16 ANNUAL BUDGET



WALNUT, CALIFORNIA



CITY OF WALNUT
2015-16 ANNUAL BUDGET

WALNUT CITY COUNCIL

Nancy Tragarz, Mayor
Eric Ching, Mayor Pro Tem
Bob Pacheco, Council Member
Mary Su, Council Member
Antonio Cartagena, Council Member

CITY MANAGER

Robert M. Wishner

BUDGET TEAM

Karen Ogawa, Director of Administrative Services
Marie Santos, Finance Officer
Jessica Cortez, Finance Analyst

30,257 Residents 637 Businesses



Situated in the southeastern portion of the Los Angeles County, the City of Walnut is located 20 miles east of downtown Los Angeles and encompasses 8.9 square miles. The City of Walnut provides a pleasant blend of living in a semi-rural country, a hometown atmosphere, urban conveniences, and close proximity to metropolitan areas, deserts, and beaches. Walnut offers a great environment to live, work, or spend quality leisure time.

TABLE OF CONTENTS

INTRODUCTION

Letter from the City Manager	I
Mission Statement	X
Organizational Chart	XI
Revenue and Budget Information	XII
About the City	XXII
Miscellaneous Statistics	XXIII
GFOA 2014-15 Budget Award	XXVII

BUDGET SUMMARIES

Budget Summary	1
Expenditure Summary	3
Expenditures by Category	4
Appropriations Summary	5
2013-14, 2014-15, 2015-16 Statement of Fund Balances	6
Ten-Year Operating Revenue History	9
Ten-Year Operating Expenditure History	10
City Fund Structure	11
Five-Year Projection Chart	14
Five-Year Projection of Revenues	15
Five-Year Projection of Expenditures	16
Personnel Summary	17

REVENUES

Revenue Summary Chart	19
2015-16 Revenue Budget	20
2015-16 Revenue Budget by Fund	26
Revenue Account Detail	30

GENERAL GOVERNMENT

Program Chart	43
Program Goals & Performance Measures	44
Program Summary	47
City Council	48
City Manager	52
Personnel	54
Risk Management	58
City Clerk	60
Elections	64
City Treasurer	66
Finance	68
Computer Services	72
City Attorney	76
Administrative Services	78
Community Promotions	82
Cable Television Administration	84
Cable Television Equipment	88
OPEB	90

TABLE OF CONTENTS (continued)

COMMUNITY DEVELOPMENT

Program Chart	93
Program Goals & Performance Measures	94
Program Summary	99
Planning	100
Code Enforcement	104
Building & Safety	108
Successor Agency Admin.	112
Economic development	116
CDBG - Housing Rehabilitation	118
Community Development Block Grant	120
Proposition C	122
Metrolink	126
Proposition R	128
Proposition A	130
Dial-A-Cab	132
WHA Project Administration	134
WHA Housing Monitoring	138

PUBLIC WORKS

Program Chart	141
Program Goals & Performance Measures	142
Program Summary	147
Environmental Services	148
Engineering	152
Public Works Administration	154
Storm Drain Maintenance	158
Street Right-Of-Way Maintenance	160
Traffic Engineering	164
Weed Abatement	166
Building Maintenance	168
General Street Maintenance	172
Street Sweeping	174
Street Right-of Way Maintenance	176
Air Quality Management	178
LOSMD - ZONE 1	184
LOSMD - ZONE 2	186
LOSMD - ZONE 3	188
LOSMD - ZONE 4	190
LOSMD - ZONE 5	192
LOSMD - ZONE 6	194
LOSMD - ZONE 7	196
LOSMD - ZONE 8	198
LOSMD - ZONE 9	200
LOSMD - ZONE 11	202
LOSMD - ZONE 12	203
Capital Equipment Replacement	204
Used Oil Recycling Grant	206
Recycling Grant	208

TABLE OF CONTENTS (continued)

PUBLIC SAFETY

Program Chart	211
Program Goals & Performance Measures	212
Program Summary	215
Public Safety Administration	216
Business License Enforcement	218
General Law Enforcement	222
Helicopter Services	224
Crime Prevention	226
Animal Control	228
Emergency Preparedness	230
Hazard Mitigation	232
Volunteers on Patrol	234
Vehicle Code Fines	236
Citizen's Options for Public Safety	240

COMMUNITY SERVICES

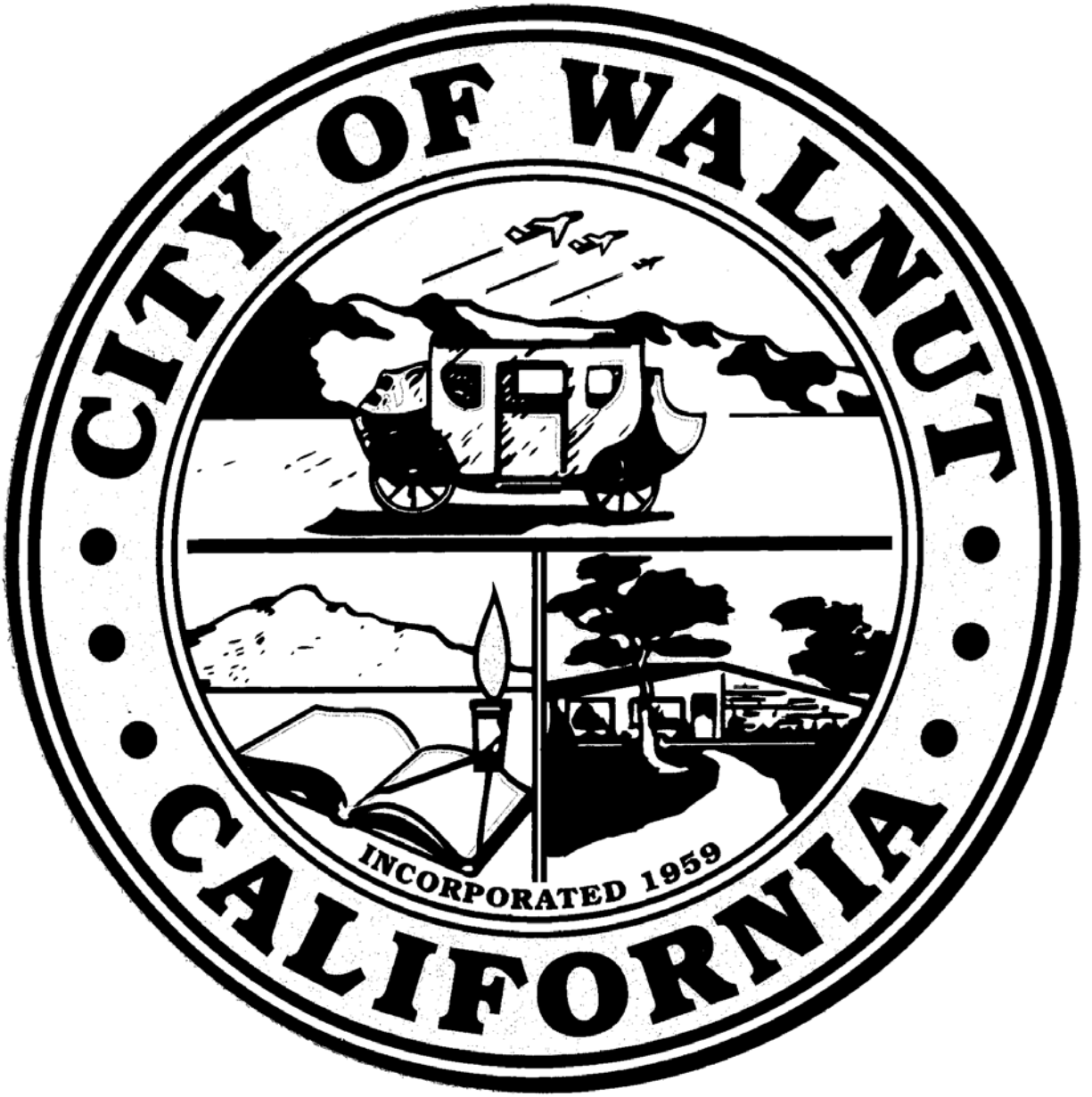
Program Chart	243
Program Goals & Performance Measures	244
Program Summary	247
Family Festival	248
Bus Stop Enhancement	250
Tree Planting Grant	252
Recreation Administration	254
Fireworks Show	258
Park Maintenance	260
Equestrian Trail Maintenance	266
Special Events	270
Aquatics	274
Excursions	278
Sports & Gymnasium	280
Recreation Classes	284
Senior Center	286
Teen Center	290
Camp Crowdad	294
Park Grants	296

CAPITAL PROJECTS

5-Year Projections	299
New Projects Schedule	302
Unfunded Projects Schedule	304
Future Street Capital Projects	306

APPENDIX

Chart of Accounts - Object Designations	308
Glossary	318



Introduction



CITY OF WALNUT, CALIFORNIA

May 27, 2015

Honorable Mayor and
Members of the Walnut City Council

SUBJECT: **FISCAL YEAR 2015-16 ANNUAL BUDGET**

It is with pleasure that City staff once again presents to the City Council the annual budget that is balanced and will continue to provide the highest quality of services to our citizens. The annual budget includes \$19,994,080 in total resources from all funds, and \$19,777,000 in total appropriations resulting in a surplus to the General Fund of \$21,100. The revenue appropriations consist of the operating budget (\$16,871,300), other financing sources (\$1,362,780), and the capital projects (\$1,760,000). The expenditure appropriations consist of the operating budget (\$17,191,260), transfers out (\$825,740), and the capital projects (\$1,760,000).

EXECUTIVE SUMMARY

The 2015-16 budget is basically a “roll over” budget. This means Walnut will continue to provide a high level of quality services to the community as in 2014-15. The following, have been incorporated into the annual operating budget:

- Sheriff’s contract increase of 2.5%
- 2% COLA increase for classified and management/executive employees (excluding City Manager)
- Continuation of LOSMD direct administrative salaries and benefits subsidized by General Fund
- Second year the expenses for LOSMD were added to the General Fund budget for arterial and collectors
- Meadowpass Road mitigation and monitoring
- NPDES requirements
- New Capital Projects Unfunded schedule

SIGNIFICANT ISSUES FACING WALNUT

Every year a plethora of policy issues compete for attention. This year we face the following important policy matters:


- **On-going transfer of direct administrative salaries and benefits from LOSMD to the General Fund**-To date, the General Fund has subsidized a cumulative total \$2.8 million for LOSMD expenditures. Aside from increasing assessments, it is necessary to look at other



CITY OF WALNUT, CALIFORNIA


cost sharing options, such as continued use of reclaimed water to decrease the subsidy level and continue the same level of maintenance service for LOSMD zones.

- **Fund Balances**-Per the fiscal policy, if there is a surplus of General Fund monies, the surplus shall be equally divided and deposited into the Facility Maintenance Fund and the Capital Outlay Fund. The Facility Maintenance Fund continues to subsidize the Walnut Senior Center, Teen Center and Gymnasium by approximately \$660,000 annually. In order to coincide with our fiscal policy and provide proper funds for future maintenance of Walnut facilities, it may be necessary to examine our recreation program fees in effort to lower the level of subsidy provided by the Facility Maintenance Fund.
- **Successor Agency of the City of Walnut**-Existing law dissolved the Walnut Improvement Agency (WIA) as of February 1, 2012 and designated the City of Walnut as the Successor Agency to wind down the affairs of the dissolved redevelopment agency. The City of Walnut, as the Successor Agency, is responsible for the administrative close out of the WIA activities and to make payments for the enforceable obligations. On April 24, 2012, the City of Walnut Oversight Board of the Successor Agency was formed. The 2015-16 budget includes on-going cost associated with the Successor Agency Administration. In addition, the City continues to work with the Department of Finance (DOF) in addressing the Housing Administrative allowance and the Repayment of the Supplemental Educational Revenue Augmentation fund (SERAF) Loan both of which DOF continues to disallow.
- **NPDES Requirements**-The City of Walnut is under a new National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Permit. The new permit was adopted November 8, 2012 by the Los Angeles Regional Water Quality Control Board (LARWQCB) and is now in effect. Walnut has been under three adaptations of the NPDES permit since 1996. The new permit structure includes the following:
 1. There is no longer a principal permittee (Los Angeles County);
 2. Cities must function as co-permittee with an equal level of responsibility as Los Angeles County; and
 3. Requirements of new permits are based on needs of individual watersheds; City of Walnut is in the San Gabriel River Watershed.



As required in the Permit, the City of Walnut's Watershed Management Plan (WMP) was approved by LARWQCB on April 28, 2015. The 2015-16 budget reflects the projected costs to implementation of the WMP, which will include required water quality testing and monitoring. Future costs will be dependent on water quality monitoring results and/or additional State or Environmental Protection Agency pollutant discharge regulations.

REVENUES



Total General Fund operating revenues in 2015-16 are slightly higher compared to the 2014-15 estimated actual revenues. New housing developments that are currently in the planning stages may generate additional revenues during 2015-16. The charges for services are lower compared to 2014-15 due to a reduction in revenue assessment charges to LOSMD Zone 9. However, it is

CITY OF WALNUT, CALIFORNIA

estimated that the property tax will increase 2%, sales tax will remain the same as in prior years, and interest earnings will be lower in 2015-16 due to the continued to slow progress in rate changes.

Amounts in the following chart are expressed in thousands.

REVENUE SOURCE	AMOUNT	PERCENT % of TOTAL	INCREASE/(DECREASE)	
			ESTIMATED	ACTUAL
Taxes	\$ 9,054	77%	\$ 158	
Licenses and Permits	876	7%	\$ 121	
Fines and forfeits	49	0%	\$ (3)	
Use of money and property	368	3%	\$ (11)	
Intergovernmental	23	1%	\$ -	
Charges for services	1,079	9%	\$ (80)	
Other	370	3%	\$ (14)	
Total	\$ 11,819	100%	\$ 171	

Property tax for the City is projected to increase 2% due to the leveling of the reassessments and the real estate industry. The amount projected for 2015-16 is \$6,220,000 and represents about 37% of the total operating budget. However, of the 1% general property tax collected by the County, Walnut still only receives about 7% of the amount collected, as compared to the statewide average of 15%.

Sales tax revenue for the 2015-16 is projected to total \$1,400,000. Sales tax received by the City represents 9% of the total operating revenue. Because only 3% of Walnut's land area is zoned commercial, the opportunities for retail development are limited. To maximize these opportunities, the City promotes economic development by striving to stimulate business activity, enhance business stability, and increase sales tax revenue. The State is projecting that sales tax state-wide will continue to improve with a modest increase during 2015-16.

EXPENDITURES

Expenditures anticipated for 2015-16 are estimated to increase 2% from the 2014-15 estimated expenditures. The increase is attributed to the Sheriff's contract, NPDES requirements, and an increase in salaries and benefits. This budget reflects substantially the same level of service as in the previous year. In addition, this year continues to reflect the transfer of direct administrative salaries and benefits from LOSMD to the General Fund.

LANDSCAPE AND OPEN SPACE MAINTENANCE DISTRICT (LOSMD)

The LOSMD is a district established under the 1972 Act to provide maintenance and lighting to areas (zones) of the City, which are funded by assessments. A public meeting was held and a public hearing conducted to address the assessments; however, no election is required this year since there is no increase in assessments to fund this District.

The direct administrative salaries and benefits normally charged to the LOSMD have been transferred to the General Fund. The maintenance and utility rates continue to increase each






CITY OF WALNUT, CALIFORNIA

year and it is necessary to review the budget and assessments to determine alternative ways to subsidize the same level of service that is reflective of the community. In Fiscal Year 2014-15, a \$1.2 million irrigation system including new controllers, valves, and flow meters in the LOSMD area was installed and Staff anticipates reduction in water costs. Staff will continue reviewing other cost sharing measures and usage of reclaimed water.


WALNUT HOUSING AUTHORITY



The Walnut Housing Authority (WHA) is a component unit of the City of Walnut, and as such, the administrative budget of the Authority has been included as an integral part of this budget document. The WHA assists in accomplishing the State demands for affordable housing units in the City of Walnut. The WHA has assisted residents by contributing to a single-family housing rehabilitation program and two senior housing projects in the City. In addition, during this Fiscal Year 2014-15, a major portion of the affordable monitoring program is funded by the Supplemental Educational Revenue Augmentation Fund (SERAF) in the amount of \$159,114.

FIVE-YEAR ECONOMIC OUTLOOK


The revenue and expenditure projections provided for 2015-16 through 2019-20 are based upon economic forecasts and trends for the area in which the City is located, and on information supplied by outside agencies, such as the State Department of Finance, State Board of Equalization, and the Los Angeles County Assessor's Office, to predict revenues for entitlements, grants, state subventions, sales tax and property tax. The revenue and expenditure projections are intended to serve as a guide in planning for the future. In addition, City departments provide assistance in projecting development related revenues, and revenues received from various City fees and charges.



As stated previously, the assumptions used for forecasting revenues includes a flat sales tax projection for the next couple of years with a 2% increase projected in years 3 through 5. The Village at Snow Creek shopping center continues to be one of the major contributors to the sales tax bases and City anticipates more commercial development in the coming years.

Property taxes and franchise taxes have been projected to increase 2% each year. A slight increase in license and permit revenue is projected in 2015-16 due to new development project(s) that are currently in the beginning stages; however, no increases are projected for the years thereafter since the City does not have definite details about the projected start dates. For the use of money and property, particularly on interest earnings, there is no increase projected for year 2 and a 2% increase starting year 3.

Telecommunication lease income is projected to increase 5% each year. Restricted revenues from other agencies, i.e. Proposition A, Proposition C, and Proposition R, have been projected to increase 2% each year.



The assumptions used for forecasting expenditures include 1% increase for all expenditures related to operations of the City and a 3% increase for personnel costs. All expenditures for the City's Public Safety program, which includes payment for the Los Angeles County Sheriff's services, have been projected to increase in year 2 and 3 and 4% thereafter. All liability and property insurance costs have been projected to have 4% increases. In addition, where ever possible, any expenditures which are not "on-going", such as expenditures identified for certain capital or fixed asset items, have not been carried forward as expenditures in following years.

CITY OF WALNUT, CALIFORNIA

Also taken into consideration are any costs for contracted services in which the City has an agreement with the provider, where the fees are to remain constant for a specified number of years.

CAPITAL PROJECTS

In addition to the Operating Budget, the five-year Capital Projects Program is provided for 2015-16 through 2019-20. This program was established to identify the current and future capital needs in Walnut. This program includes projects for street reconstruction, park improvements, recreation facilities, and miscellaneous improvement projects. Although the new projects scheduled for 2015-16 are included in the budget, they will be presented individually before the City Council for approval throughout the fiscal year. In this year's Capital Project Program Staff has included the potential funding sources for each project. Furthermore, in addition to the five-year Capital Project Program the City has developed an additional five-year projection for street related projects.

During 2014-15, the City completed the Amar Road (East) Resurfacing, and Miscellaneous Street Light Installation. It is expected that the City will complete Area 3 Street Resurfacing (Gartel Drive and Fuerte Drive), the Commercial Street Resurfacing, and Irrigation Controllers replacement and installations in the LOSMD zones, and miscellaneous trail improvements throughout the City.

STAFFING

Staffing requirements are continuously monitored to ensure the highest utilization of personnel. This year, an evaluation of full-time employees, part-time employees and contractual services was conducted to determine the most economical and efficient distribution for the City of Walnut.

During 2014-15, Council authorized one (1) additional Code Enforcement Specialist (recruitment ongoing at this time) which brings the City's full-time authorized positions to 37 employees. In addition there are eight (8) permanent part-time positions throughout the City facilities and approximately 50 seasonal part-time employees for the Recreation and Aquatics programs.

OPERATING BUDGET FORMAT

The 2015-16 operating budget has again been prepared in the modified program format. The five (5) major programs are: *General Government, Community Development, Public Works, Public Safety, and Community Services.*

The budget allocations for each of these major programs are captured in sub-programs to readily enable the tracking of costs.

MISSION STATEMENT/GOALS

In 2007, the City's Mission Statement was reviewed and updated. The City Council felt that a Mission Statement is easy to understand, concise and reflection of their continued commitment to responsive and responsible local government, would provide staff and the City Council with a framework to determine the focus and progress of the City in the next 10 to 15 years.

Each Budget Program includes goals and measurable outputs and how they relate to the Mission Statement. These goals and outputs provide a means to identify the progress the City has made during the previous year. The City of Walnut Mission Statement is included in the introduction.





CITY OF WALNUT, CALIFORNIA

SUMMARY

With the economy gaining momentum, Walnut continues to remain fiscally solvent. Property values are steadily on the rise; property tax and sales tax have risen slightly and continue to provide a high percentage of our revenues; Walnut Valley Unified School District offers some of the prestigious schools sought by parents; crime rates remain low and the maintenance of City parks, fields, storm drains, and trails are above regional standards.

The 2015-16 Annual Budget allows the City to live within its means and to continue to provide quality municipal services to the citizens of Walnut.

Adoption of the annual budget is the single most significant policy decision for the City Council. Preparation of the budget is a year-long process and I would like to take this opportunity to acknowledge and thank City staff and contractors for their contributions to this document and for their continued dedication to serving the community of Walnut.

Respectfully,



Robert M. Wishner
City Manager



RESOLUTION NO. 15-28

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WALNUT
ADOPTING THE ANNUAL BUDGET IN THE AMOUNT OF \$17,191,260
AND CAPITAL PROJECTS BUDGET OF \$1,760,000 FOR FISCAL YEAR
2015-16.**

WHEREAS, the City Manager has prepared the City's budget for the fiscal year commencing July 1, 2015 and ending June 30, 2016; and

WHEREAS, the City Council has conferred with the City Manager and appropriate staff in public meetings, and has deliberated and considered the proposed budget.

WHEREAS, proceedings for adoption of said budget have been duly taken; and

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WALNUT DOES
RESOLVE AS FOLLOWS:**

SECTION 1. The budget is adopted as the Annual Budget for the City of Walnut for the Fiscal Year commencing July 1, 2015, and ending June 30, 2016 in the amount of \$17,191,260.

SECTION 2. The budget is adopted as the Capital Projects Budget for the City of Walnut for the Fiscal Year commencing July 1, 2015, and ending June 30, 2016 in the amount of \$1,760,000.

SECTION 3. At the close of the fiscal year, unexpended appropriations in the Operating Budget will be carried forward to the next fiscal year, as necessary to underwrite the expense of outstanding purchase commitments and programs. Unexpended appropriations for authorized but uncompleted projects in the Capital Projects Program Budget, may be carried forward to the next succeeding budget upon recommendation by the Director of Administrative Services and approval of the City Manager.

SECTION 4. The City Council reaffirms the Committed Fund Balances as identified in the Fund Balance Policy and any unassigned balance in the General Fund as of June 30, 2016 shall be automatically transferred as per the Fiscal Policy.

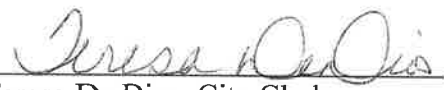
SECTION 5. There is hereby appropriated to each account set forth in said budget, the sum shown for such account in the 2015-16 budget, and the City Manager is authorized and empowered to expend such sum for the purpose of such account. No expenditure by any office or department for any item within an account will exceed the amount budgeted therefore without prior approval of the City Manager.

SECTION 6. A copy of the Proposed Annual Budgets for the Fiscal Year 2015-16 is on file in the City Clerk's office.

APPROVED AND ADOPTED this 27th day of May 2015.


Nancy Tragarz, Mayor

ATTEST:


Teresa De Dios, City Clerk


STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) ss.
CITY OF WALNUT)

I, Teresa DeDios, City Clerk of the City of Walnut, do hereby certify that the foregoing Resolution No. 15-28 being:

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WALNUT
ADOPTING THE ANNUAL BUDGET IN THE AMOUNT OF \$17,191,260
AND CAPITAL PROJECTS BUDGET OF \$1,760,000 FOR FISCAL YEAR
2015-16.**

was approved and adopted by the City Council of the City of Walnut on the 27th of May 2015, by the following vote:

AYES: COUNCILMEMBERS: CARTAGENA, CHING, PACHECO, SU
NOES: COUNCILMEMBERS: TRAGARZ
ABSTAIN: COUNCILMEMBERS: NONE
ABSENT: COUNCILMEMBERS: NONE


Teresa De Dios, City Clerk

**CITY OF WALNUT
COMPUTATION OF APPROPRIATION LIMIT
2015-16**

Computation of 2015-16 Limit:

2014-15 Limit	\$23,432,433
Less: Per Capita Personal Income increase of 3.82%	<u>895,119</u>
	\$24,327,552
Add: Change in County of Los Angeles population increase of .82%	<u>199,486</u>
Appropriation Limit 2015-16	\$ 24,527,038

RESOLUTION NO. 15-30

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WALNUT
APPROVING AND ADOPTING THE ANNUAL APPROPRIATIONS LIMIT
FOR THE FISCAL YEAR 2015-16**

**THE CITY COUNCIL OF THE CITY OF WALNUT, CALIFORNIA DOES
RESOLVE AS FOLLOWS:**

WHEREAS, the voters of California, on November 6, 1979 added Article XIII-B to the State Constitution placing various limitations on the appropriations of the State and local governments; and

WHEREAS, Article XIII-B provides that the appropriations limit for the Fiscal Year 2015-16 is based on actual appropriations during the 1978-79 fiscal year, and is adjusted each year using the growth of population and inflation; and

WHEREAS, Proposition 111, passed by the voters of California on June 5, 1990, requires the City Council to select the adjustment factors each year. The inflation factor may be the California Per Capita Personal Income or the increase in non-residential assessed valuation due to new local construction, and the population factor may be the City population growth or the County population growth; and

WHEREAS, the information necessary for making these adjustments is available in the City Finance Department; and


WHEREAS, the City of Walnut has complied with all of the provisions of Article XIII-B in determining the appropriation limit for Fiscal Year 2015-16.

NOW BE IT RESOLVED, that the appropriations limit in fiscal year 2015-16 shall be \$24,527,038 for the City of Walnut and that the inflation factor used was the California Per Capita Personal Income and the population factor used was the County of Los Angeles population growth.

APPROVED AND ADOPTED, this 10th day of June, 2015.


Nancy Tragarz, Mayor

ATTEST:


Teresa De Dios, City Clerk

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS.
CITY OF WALNUT)

I, Teresa De Dios, City Clerk of the City of Walnut hereby certify that the foregoing Resolution No. 15-30 being:

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WALNUT
APPROVING AND ADOPTING THE ANNUAL APPROPRIATIONS LIMIT
FOR THE FISCAL YEAR 2015-16**

was adopted at a regular meeting of the City Council on June 10, 2015, by the following vote:

AYES: COUNCILMEMBER(S): CARTAGENA, PACHECO, SU, TRAGARZ
NOES: COUNCILMEMBER(S): NONE
ABSENT: COUNCILMEMBER(S): CHING
ABSTAIN: COUNCILMEMBER(S): NONE



Teresa De Dios, City Clerk

City Mission Statement

Our mission is to exceed expectations of the people of Walnut. We collaborate with the community to enhance our civic pride.

Walnut is a place where small town values are respected and blended with contemporary ideals. It is a community that considers the lessons of the past, understands current and future realities, and shares a sense of cultural belonging. These are the core values celebrated on the eve of the City's 50th anniversary with our mission statement.

We will exceed expectations by:

- Delivering an excellent level of service
- Striving to be educated and well informed
- Rewarding innovation
- Seeking new cost efficiencies
- Preparing Walnut for the future

We will collaborate by:

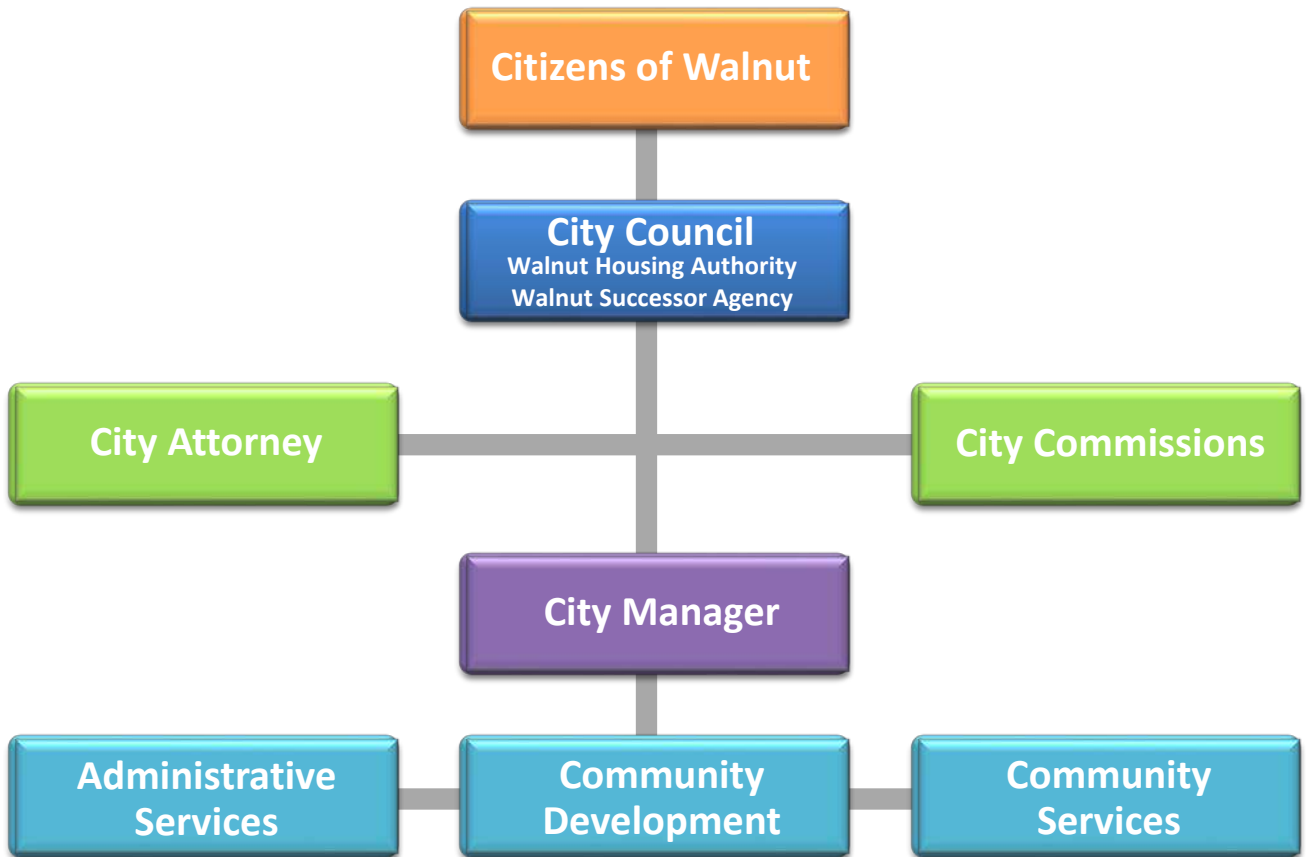
- Encouraging open discussion
- Responding to residents with courtesy
- Embracing cultural diversity
- Providing clear directions for people using our services
- Building teamwork among employees

We will enhance civic pride by:

- Ensuring the City is well maintained
- Promoting Public Safety
- Offering superior facilities and programs
- Creating opportunities for Walnut families
- Honoring the City's history
- Supporting a prosperous business environment
- Recognizing achievements

City of Walnut Organizational Chart

The City of Walnut is a contract City which utilizes contracts with the county and private businesses to provide services to our residents. The City has an Administrative Services department that manages the administration of the City, coordinates the City Budget and purchasing functions, a Community Development department that oversees the building and planning of the City, and a Community Services department that coordinates and maintains the City's parks, recreation programs, and public works.



City Clerk
Public Safety
Human Resources
Risk Management
Public Relations
Cable Television
Records Management
Emergency
Preparedness

Accounting
Treasury
Business License
Parking Citations
Parking Permits
Budget
Passport Services
Information
Technology

Planning & Zoning
Building & Safety
Code Enforcement
Engineering
Economic
Development
Housing/CDBG

Park Maintenance
LOSMD Maintenance
Recreation
Aquatics
Graffiti Removal
Public Works
Street Sweeping
Public Operations
Building Maintenance
Senior Services

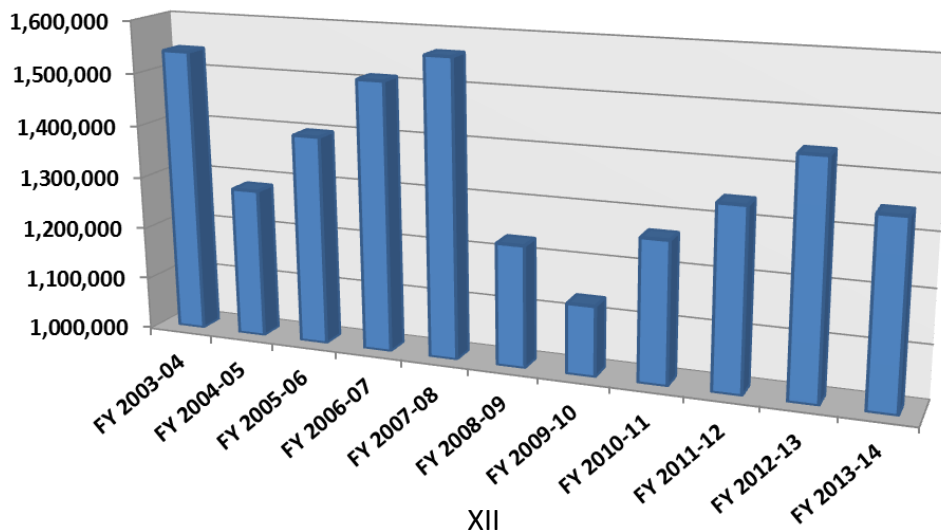
CITY OF WALNUT
Revenue and Budget Information
Assumptions & Trends

The revenue and expenditure projections provided for FY 2015-16 through FY 2019-20, are based upon economic forecasts and trends for the area in which the City is located, and on information supplied by outside agencies, such as the State Department of Finance, State Board of Equalization, and the Los Angeles County Assessor's Office, to predict revenues for entitlement, grants, state subventions, sales tax and property tax. The revenue and expenditure projections are intended to serve as a guide in planning for the future. In addition, City departments provide assistance in projecting development related revenues, and revenues received from various City fees and charges.

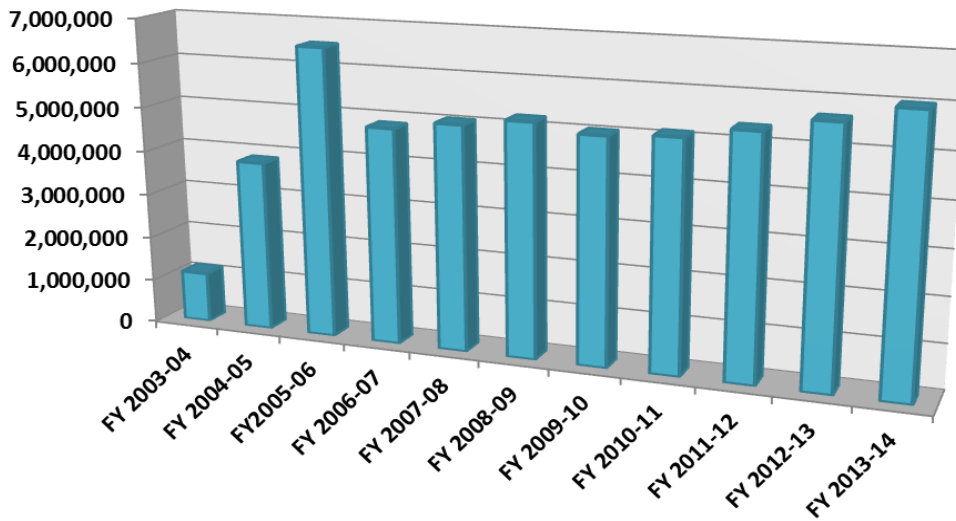
This year, the assumptions used for forecasting revenues include a projected increase of 4% in sales taxes. The Village at Snow Creek shopping center should continue to support additional growth. Property taxes and Franchise taxes have been projected to increase 2% each year. License and permits revenue is projected a slight increase in 2015-16 due to new development project(s) that are currently in the beginning stages; however, no increases are projected for the years thereafter since the City does not have definite details about the projected start dates. For the use of money and property particularly on interest earnings, there will be no increase projected for year 2 and a 2% increase starting year 3. Telecommunication lease income projected increase will be 5% each year. Restricted revenues from other agencies i.e. Proposition A, Proposition C, and Proposition R have been projected to increase 2% each year.

The assumptions used for forecasting expenditures include a 1% increase for all expenditures related to City operation and a 3% increase for personnel costs. All expenditures for the City's Public Safety program, which includes payment for the Los Angeles County Sheriff's services, have been projected to increase in year 2 and 3 and 4% thereafter. All liability and property insurance costs have been projected to have 4% increases. In addition, where ever possible, any expenditures which are not "on-going", such as expenditures identified for certain capital or fixed asset items, have not been carried forward as expenditures in following years. Also taken into consideration are any costs for contracted services in which the City has an agreement with the provider, where the fees are to remain constant for a specified number of years.

History of Sales Tax



History of Property Tax



ECONOMIC ANALYSIS

According to the Los Angeles County Economic Development Corporation (LAEDC), the U.S. economy largely moved out of the shadow of the Great Recession in 2014. Despite a rough year the labor market began adding jobs at a pace that has not been seen in over 15 years. This has driven the unemployment rate to its lowest in six years and giving the average increase an edge over inflation, allowing the U.S. economy to enter 2015 with expectations of faster growth. LAEDC predicts that over the next two years, the unemployment rate will fall to its natural state, and as such, stronger wage gains will materialize.

LAEDC forecasts that the U.S. economy will see faster growth over the next two years due to the acceleration of housing and construction, and improvement in California. GDP is projected to accelerate from a 2.4% growth rate in 2014 to 3% over the next two years. Job growth will continue across sectors of the economy and labor market, approaching full employment.

California: After the Great recession California has a large and fast-growing economy. The state accounts for 13% of the U.S. GDP, making it the largest of any state. The LAEDC projects over the next two years California's jobs will increase by 2.2% in 2015 and 2.1% in 2016. This will drop the unemployment rate to 6.7% in 2015 and 3.6% in 2016.

Recently, Governor Brown released his May Revised Budget for 2015-16. The Governor indicates that the state's economy has strengthened and revenues have grown due to an increase in capital gains and other income from high-wage earners. Despite the budget being balanced it does face possible deficits in succeeding years. The state has existing liabilities including: deferred maintenance on its roads and other infrastructures, unfunded liability for future retiree health care benefits for state employees, and various pension benefits. In the budget it is noted that spikes in capital gains will be used for the preparation of the next recession by saving money and paying off debt and liabilities.

The California Legislative Analyst's Office (LAO) anticipates General Fund revenues to be \$2 billion higher than estimated for 2014-15. Unfortunately, the increase is offset by higher General Fund spending on Proposition 98. Resources available for Proposition 98 priorities in 2015-16 will be greater than the current spending level, making the outlook for schools and colleges favorable.

Furthermore, LAO predicts that 2015-16 will bring moderate revenue growth that will support a spending increase of about 4% taking into consideration that LAO projects 2015-16 expenditures as being similar to those in 2014-15. As such, 2015-16 would end with a \$4.2 billion reserve. The total includes \$2 billion in rainy-day fund under the new rules passed by voters in Proposition 2. Proposition 2 requires an additional \$2 billion to be spent on existing state debts, for a total of \$4 billion in Proposition reserve and debt payment requirements.

It is anticipated that the City of Walnut will deliver basically the same level of services to its residents. Furthermore, staff continues to look into grants and federal funding to help subsidize cost and special projects. The economic situation is of great concern to Walnut, and is monitored regularly for fiscal and legislative changes and updates.

DEBT MANAGEMENT

As a general law City, the City of Walnut cannot incur general obligation indebtedness, which exceeds 3.75% of the total assessed valuation of all real and personal property within the City. On June 30, 2014, the City's debt limit was approximately \$164 million. In keeping with the City Council's policy to meet ongoing needs with current revenues and to maintain a low tax rate with the City, there were no outstanding general obligation bonds on that date. The City Council does not intend to issue debt in the future.

CASH MANAGEMENT

The City Treasurer manages the City of Walnut's portfolio within the Finance Department. The City has taken an approach to maximize interest earnings, maintain adequate liquidity, and comply with state and federal regulations and the City's investment policy. A number of investment vehicles are used, including state and county investment pools, government-backed securities and loans, medium term notes, etc. The City attempts to receive the highest yield obtainable as long as investments meet the criteria established for safety and liquidity. The ultimate goal is to enhance the economic status of the City while protecting its pooled cash.

BUDGETARY BASIS

This document represents the City Council's annual budget for 2015-16. As the budget is organized and operated on a fund basis, the underlying accounting records for general governmental operations are maintained on a modified accrual basis. Under this method of accounting, revenues are recognized in the accounting period in which they become measurable and available to finance expenditures of the fiscal period while expenditures are recognized in the accounting period in which the liability is incurred.

The budget is prepared on a line-item basis by department and fund, and presented in this document in a modified program format. The five major programs are:

GENERAL GOVERNMENT
COMMUNITY DEVELOPMENT
PUBLIC WORKS
PUBLIC SAFETY
COMMUNITY SERVICES

The budget allocations for each of these major programs are captured in sub-programs to readily enable the tracking of costs.

Appropriation requests are adjusted to be equal or less than the projected revenues of the fund, or approval is requested to utilize restricted fund reserves. Several departments receive funding from a number of different funds as frequently occurs in the Public Works Division. The department/fund structure ties directly to the accounting system organization so departments are familiar with the line-item orientation of the budget used by the City in preparing the annual budget.

FINANCIAL AND BUDGET POLICIES

The budget document is a policy statement and financial plan that allocates City resources such as personnel, materials, and equipment in tangible ways to achieve the general goal of a balanced budget. It is, therefore, prudent for the City to have in place adopted fiscal policies to guide the City Council and staff through the budget decision-making process. These policies are as follows:

RESERVES

- Maintain a minimum of 50% of the General Fund budget for maintenance and operations (“Rainy Day Fund”).
- Maintain a \$1 million Self-Insured deposit fund reserve and a \$1 million Disaster Recovery Fund reserve for future emergencies.
- After the annual audit is completed each year, determine if there is a surplus of General Fund monies. If the total source of funds is greater than the total use of funds then the result is a surplus. When this occurs, the surplus shall be equally divided and deposited into the Facility Maintenance Fund and the Capital Outlay Fund.

FACILITIES

- Plan for new facilities only if operations and maintenance cost will not impact the operating budget.
- Provide adequate routine maintenance each year to avoid the cost of deferred maintenance.

NEW SERVICES

- Add new services only when a need has been identified, and when adequate staffing and funding source have been provided.

PUBLIC SAFETY

- Provide funding to maintain the safety of the citizens of Walnut at a level to insure that Walnut maintains one of the lowest crime rates in Los Angeles County.

LANDSCAPING AND LIGHTING DISTRICT

- Utilize revenues derived from the Lighting & Open Space Maintenance District (LOSMD) to sustain the current level of maintenance and street lighting.
- Only add new areas to the LOSMD when the area is visible from a major street.

OPERATIONAL EFFICIENCIES

- Privatize City services when found to be cost effective with no loss of service levels.
- Provide staffing levels, which allow employees to respond promptly to service request from the public.
- Utilize consultants and temporary help instead of hiring staff for special projects or peak workload periods.
- Ensure that fee-supported services are staffed appropriately to render the services for which customers have paid.
- Work through regional agencies to share costs for local and mandated programs whenever possible.

EMPLOYEE DEVELOPMENT

- Attract and retain competent employees for the City work force by compensating employees fairly, providing adequate training opportunities, ensuring safe working conditions, and maintaining a professional work environment.

ECONOMIC DEVELOPMENT

- Promote a mix of businesses, which contributes to a balanced community, develop programs to enhance and retain existing businesses, and pursue new developments and businesses which add to the City's economic base.
- Charge the Walnut Successor Agency its fair share of the cost of City support services.

FISCAL MANAGEMENT

- Maximize investment revenue while maintaining safety and liquidity.
- Utilize grants and subsidies from other agencies when possible and cost effective.
- Charge fees for services, which reflect the cost of providing such services.
- Review fees annually, establish actual costs, adjust existing fees and establish new fees as needed.
- Recover costs when possible for facility use, planning and building services, code enforcement, community events, and administrative costs.

BUDGET PROCESS

Adoption of the annual budget is the single most significant policy decision, which the City Council makes. Although not mandated by the municipal code, the City Council practices the following budget process each year.

The budget process begins in January of each year with a "Budget Kick-Off" meeting, wherein Department Managers are given Budget Instruction booklets, Council guidelines, and worksheets for projecting departmental revenues and expenditures for the next fiscal year. In addition, meetings for mid-year reviews of the current year budget are held which allow Department Managers the opportunity to review their current work program, and plan for any changes to be recommended for the next fiscal year. Departments are then requested to submit their budget projections, providing an estimate of the Department's proposed budget, highlighting any new programs, major cost items, or reductions in programs. This information is compiled by the Finance Department and presented to the City Manager and all Departments as a draft budget.

At this early stage, the budget is usually unbalanced, with projected appropriations exceeding projected revenues. This gap in revenues and appropriations is then addressed during meetings wherein the City Manager reviews departmental line-item budgets with all Department Managers. The goal of these meetings is to address where spending may be cut or revenues increased in order to balance the budget.

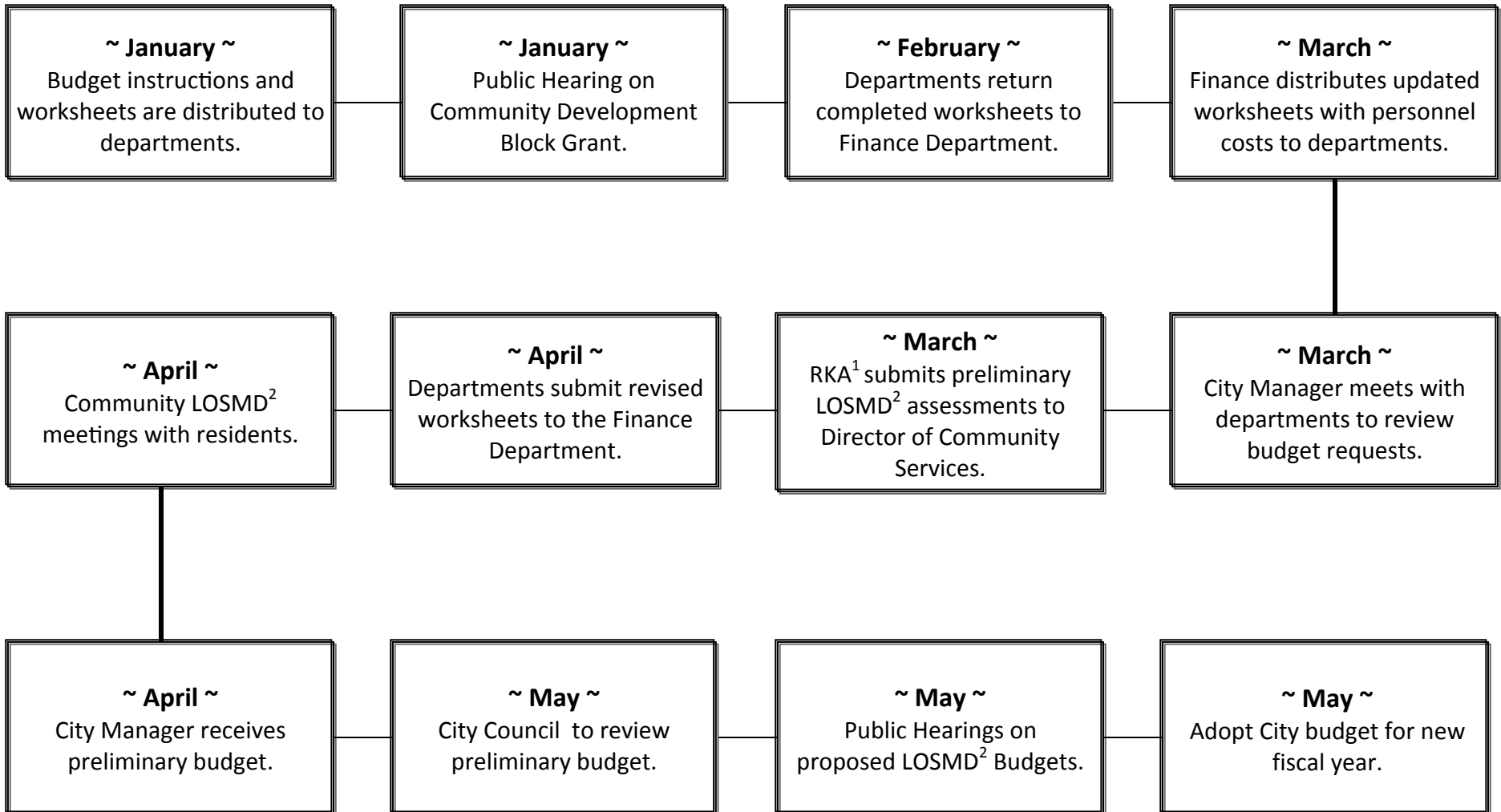
The Finance Department staff then uses all revised projections to produce a preliminary budget, which is submitted to the City Council for review. This document is made available to the public at the Walnut City Hall and Walnut Public Library for review before the annual Budget Study Session. The budget is reviewed at a study session scheduled in May, wherein the City Council reviews the entire budget and directs any adjustments to be made to it. The budget is then recommended for approval and adoption. This meeting is open to the public, and the Council takes into consideration any testimony from the public regarding the budget at this time.

Once approved and adopted final copies of the budget document are produced and distributed in July. It is also posted on the City's website www.ci.walnut.ca.us.

CITY OF WALNUT BUDGET PROCESS

¹RKA = RKA Consulting Group
– Assessment Engineer

²LOSMD = Lighting & Open
Space Maintenance District.
For other terms, please see
the Glossary.



BUDGET AMENDMENT PROCEDURES

The City's Operating Budget may be amended by one of three methods: Purchase Order Carryovers, Continuing Appropriations approved by the City Manager, and by City Council action. In all instances where appropriations are increased, funds must be available to match the request.

Purchase Order Carryovers: At the end of each fiscal year, the Finance Department reviews outstanding purchase orders with all departments and determines whether the purchase orders should be carried forward into the next fiscal year. When a purchase order is carried forward, a department's budget appropriation increases for the new fiscal year by the amount of the purchase order.

Continuing Appropriations: At the end of each fiscal year, the Finance Department requests that each department review their budgets for items or programs where an expenditure is still outstanding. This may include appropriations for authorized, yet unexpended items, or for outstanding, uncompleted projects. Continuing Appropriation requests are approved by the City Manager upon recommendation by the Director of Administrative Services.

City Council Action: Throughout the year, the City Council may consider and approve departmental requests for additional appropriations, as needed, to fund activities not included in the adopted budget.

CAPITAL PROJECTS PROGRAM

Capital expenditures must meet the threshold of \$100,000 to be considered a capital project. These projects are either a permanent addition to the City's assets, including the design, construction, or purchase of land, or major renovations to buildings or facilities.

The 2015-16 Annual Budget also includes the City of Walnut's Capital Projects Program. The Capital Projects Program is set up as a five-year program, starting with Fiscal Year 2015-16, and includes projects, which have been identified and recommended as necessary in the City of Walnut. The five-year program illustrates the expected distribution of appropriations for the City's multi-year projects. Funding for all Capital Projects is listed in this program. The five-year Capital Project Programs is comprised of the following categories:

New and In Progress Projects:

The "New" projects listed in this section of the program have been identified and recommended as necessary in the City of Walnut. Throughout the new fiscal year, projects scheduled to begin in Fiscal Year 2015-16 will be presented individually before the City Council to approve plans and specifications, review costs, consider the environmental assessment, and authorize the City Engineer to seek bids and award the contract.

The "In Progress" projects listed in this section of the program have previously been approved by the City Council, either in Fiscal Year 2014-15, or prior years. These projects were not completed as of June 30, 2015, and therefore the remaining balance of their corresponding appropriations is carried over into the new Fiscal Year 2015-16 and beyond if necessary.

CAPITAL PROJECTS PROGRAM IMPACT

The Capital Projects Program is funded by restricted revenue, and does not affect the operating budget. These restricted revenues include funding from the Capital Equipment Fund, Bikeway Fund, Proposition C, and Three Oaks Recreation Facility Fund. The Capital Projects Fund was established by the City Council to maintain and improve infrastructure within the City of Walnut. The Bikeway Fund, Proposition C, and Three Oaks Recreation Facility Fund, are restricted funding sources that may only be utilized to fund certain projects or potential facilities.

For the Fiscal Year 2015-16, the capital projects include trail improvement projects, parking lot rehabilitation (resurfacing), playground renovation, slurry seal, and schematics for a potential recreation facility. These projects will cause no impact to the operating budget because they do not increase the need for maintenance. Trail improvements prevent erosion that will actually reduce the impact on the operating budget because it will decrease the need for future maintenance. Projects such as slurry seal extend the life of streets by 7 years, resurfacing a street extends the life 15 years, and trail improvements, 10 years. These projects represent several replacement and rehabilitation projects of existing infrastructure causing a decrease in operating expenditures because they reduce future maintenance costs to the City and diminish the need for major rehabilitation in future years.

The priority projects for the Fiscal Year 2015-16 will have an impact of \$1,760,000 on the City's Capital Improvement Projects budget. This includes \$100,000 in trail projects, \$185,000 in parking lot rehabilitation, and \$350,000 in playground renovation, \$625,000 in slurry seal projects, and \$500,000 design and schematics for a potential recreation facility.

Funding for these projects in the amount of \$615,800 will be through Capital/Equipment Outlay, \$500,000 will be funded through the Three Oaks Recreation Facility Fund, \$625,000 through Proposition C, and \$19,200 through the Bikeway Fund.

During 2010-11, Walnut completed the construction of Meadowpass Road. The completion of this project impacted the operating budget for mitigation and monitoring of the newly constructed road by \$57,000 for 2011-12, \$60,000 for 2012-13, \$70,000 in 2013-14, and \$97,000 in 2014-15. For 2015-16, the impact on the General Fund is approximately \$92,000.

It is anticipated that the cost of mitigation and monitoring for Meadowpass will continue throughout Fiscal Year 2015-16 (year 5 of 5).

APPROPRIATIONS LIMIT

As a government entity, the City is subject to the Gann Spending Limitation Initiative, which limits the amount of annual appropriations of tax proceeds. The limitation is based upon prior fiscal year amount adjusted for changes in population combined with the change in California per capita personal income. Information necessary to calculate the City's 2015-16 appropriation limit has not been provided by the State of California Department of Finance.

The following summarizes the Fiscal Year 2014-15

Appropriations Limit:

FY 2013-14 Appropriations Limit	\$23,304,675
Adjustment Factor (rounded)	1.005482
FY 2014-15 Appropriations Limit	\$23,432,433
FY 2014-15 Appropriations Subject to Limit	\$7,758,531

Based upon the past history of the appropriation limits, it is anticipated the City's Fiscal Year 2015-16 appropriation limit will increase over the Fiscal Year 2014-15 appropriation limit.

CITY OF WALNUT

About the City

The City of Walnut is situated in the southeastern portion of Los Angeles County, 20 miles east of downtown Los Angeles, and encompassing 8.9 square miles. The picturesque greater *Walnut* Valley is nestled between the steep San Jose Hills to the North and the gentle rolling Puente Hills to the South.

Walnut is located between the 10, 57, and 60 freeways with accessibility to four counties. Mount San Antonio Community College at Grand and Temple Avenues is conveniently located near California Polytechnic University, Pomona, at the City border. The City provides a pleasant mixture of country living with urban convenience. The climate of *Walnut* is mild and dry, with the average temperatures ranging from 54 degrees in the winter to 72 degrees in the summer. The annual rainfall for the city is 20 inches.

The elevation of *Walnut* is 519 feet above sea level, with gently rolling hills in the south rising to the rugged, steep hills of 1,375 feet to the north. The impressive backdrop of the *Walnut* Valley is the towering San Gabriel mountain range, with snow-capped Mt. Baldy, as well as the San Gorgonio and San Jacinto ranges.

Walnut was named after the largest ranch, Rancho de Los Nogales, meaning "walnut" in Spanish. The City was founded in 1940 and incorporated on January 19, 1959, by local farmers and ranchers wanting to protect the environment. By 1960, the population was 1,000 and by 2003, the population had grown to approximately 30,000 making it one of the fastest growing cities in Los Angeles County.

The City government is directed by a five-member City Council elected by the community at large. This legislative body selects from its members the Mayor, and appoints a City Manager to administer the affairs of the City. The City is committed to providing its residents with a well-balanced mix of residential, employment, service and recreational opportunities.

The City Council adopted an Ethics/Conflict of Interest Program for the *City of Walnut* in 2003-04. The program was created by a Council appointed citizen ad-hoc committee that created a thorough booklet of information for the Council and potential Council candidates. In compliance with new legislation, all City Council Members and Commissioners have attended an Ethics/Conflict of Interest Program.

The City continues to implement strategies to enhance the economy in *Walnut*. The Snow Creek Village commercial project has opened and provided a boost to local tax revenues. The City's top employer is Mount San Antonio Community College with 3,270 employees, followed by a Rosin Photocopy with 130 employees. The businesses in the City are mostly small businesses with an average of 5 employees. The majority of businesses in the City are wholesalers.

The *City of Walnut* is 95% Residential and 5% Commercial/Industrial and is 98% built out.

CITY OF WALNUT
Miscellaneous Statistics
June 30, 2015

Type of City	General Law - January 19, 1959
Form of Government	City Council/City Manager
Population	30,257 (as of 1/1/2015)
Land Area	8.83 Square Miles
Number of Parks	12
Park Area	95 Acres
Equestrian/Hiking Trails	30 Miles
Water Utilities	Walnut Valley Water District Suburban Water Systems Golden State Water
Electric Utility	Southern California Edison Co.
Gas Utility	Southern California Gas Co.
Employees	36 Full-time
Cost Per Capita (Operating Budget Only)	\$600

Source: City of Walnut Finance Department and State Department of Finance

Election and Voter Registration

Number of registered voters (March 2014)	18,028
Percent voted in last general election (April 2014)	24.6%
Number of vote-by-mail ballots (2014)	3,390
Number precinct ballots (2014)	1,054

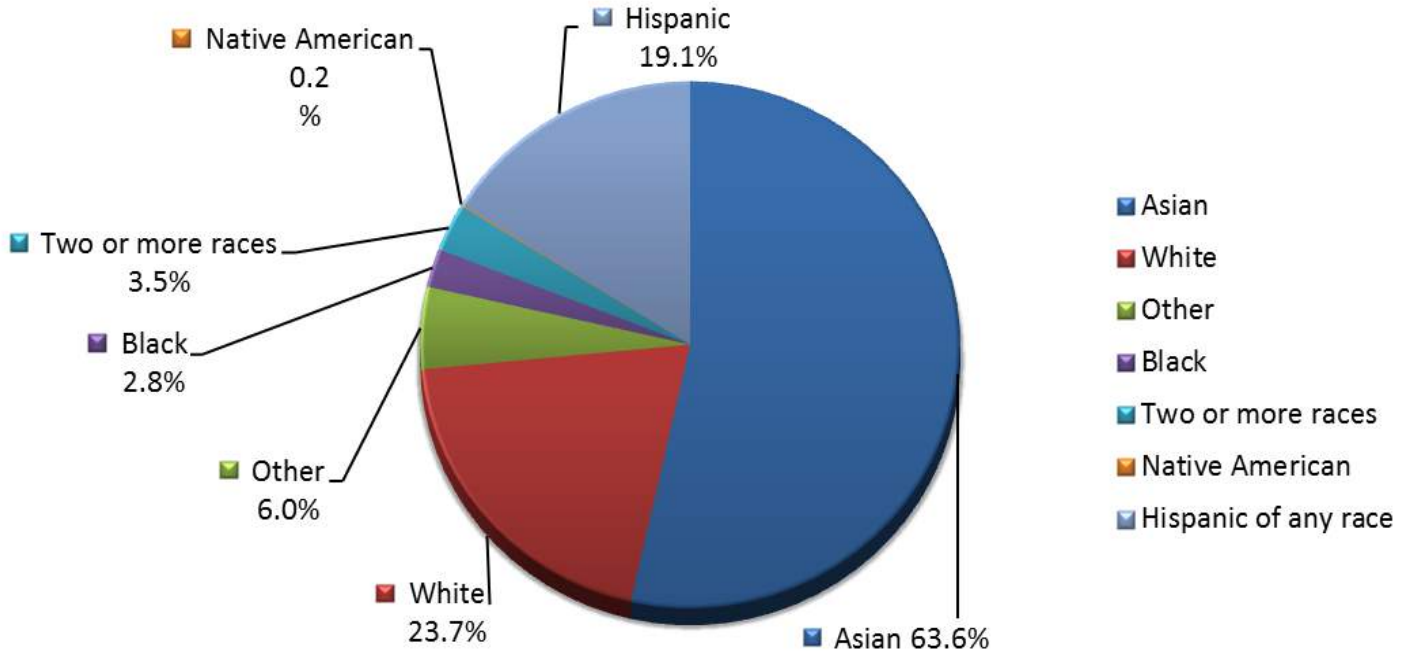
Source: City of Walnut Finance Department

Demographics

	City of Walnut	State of California
Population Characteristics		
Median Age	42.7	36.3
Average Household Size	3.55	2.90
Ethnicity		
Asian	63.6%	13%
White	23.7%	57.6%
Other	6.0%	17%
Black	2.8%	6.2%
Two or more races:	3.5%	4.9%
Native American	0.1%	1.0%
Hispanic of any race	19.1%	37.6%
Education		
Bachelors Degree	50.4%	30.5%
Some College	92.4%	81%
Housing Units	8,753	13,680,081
Median Household Income:	\$102,093	\$61,400

Source: 2008-12 Census Data

City of Walnut Population by Race



Source: 2008-12 Census Data

Demographics Statistics Last Five Fiscal Years (in thousands of dollars)

	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Square Miles	8.83	8.83	8.83	8.83	8.83
Number of Housing Units	8,713	8,808	8,867	8,908	8,909
Population	32,659	29,439	29,661	29,947	30,112
Personal Income	1,017,320	1,022,357	985,249	996,456	1,019,743
Per Capita Personal Income	31,432	31,304	33,217	33,274	33,865
Unemployment Rate	5.60%	6.20%	6.0%	4.5%	3.6%
Average Annual Population % change	0.53%	-9.86%	0.75%	0.96%	0.55%

Sources:

- City of Walnut Finance Department
- State Department of Finance
- U.S. Bureau of Census
- State of California Employment Development Department

**City of Walnut
Principal Employers**

<u>Employer</u>	<u>Number of Employees</u>	<u>Percent of Employment</u>	<u>Product/Services</u>
Mount San Antonio College	3,273	44%	Community College
Rosin Photocopy	130	2%	Photocopy Manufacturer
Nina's Mexican Foods, Inc.	129	2%	Manufacturer
Edro Engineering Company, Inc.	96	1%	Manufacture Mold Bases
Stater Brothers	75	1%	Grocery Store
Fairway Injection Molding System	67	1%	Manufacture Mold Bases
Vons #2167	64	1%	Grocery Store
McDonalds	61	1%	Fast-food
Applebee's Neighborhood Grill	58	1%	Restaurant
TJ Maxx #682	51	1%	Retailer of Apparel

*Source: City of Walnut Finance Department
As of June 30, 2014*



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Walnut
California**

For the Fiscal Year Beginning

July 1, 2014

A handwritten signature in black ink, appearing to read 'Jeffrey R. Egan'.

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to City of Walnut, California for its annual budget for the fiscal year beginning July 1, 2014. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.



Budget Summaries

**CITY OF WALNUT
BUDGET SUMMARY
2015-16**

REVENUES

RESTRICTED REVENUE APPLIED	\$4,780,100
NON-RESTRICTED REVENUE	11,818,810
WALNUT HOUSING AUTHORITY	272,390
SUBTOTAL	\$16,871,300
RESTRICTED FUND BALANCE APPLIED	537,040
TRANSFERS IN	825,740
TOTAL	\$18,234,080

EXPENDITURES

PERSONNEL	\$4,985,770
OPERATIONS	11,739,750
CAPITAL OUTLAY	465,740
SUBTOTAL	\$17,191,260
TRANSFERS (OUT)	825,740
TOTAL	\$18,017,000

FIVE YEAR CAPITAL PROJECTS PROGRAM

2015-2016 PROJECTS	\$1,760,000
2016-2017 PROJECTS	\$1,200,000
2017-2018 PROJECTS	\$675,000
2018-2019 PROJECTS	\$850,000
2019-2020 PROJECTS	\$0

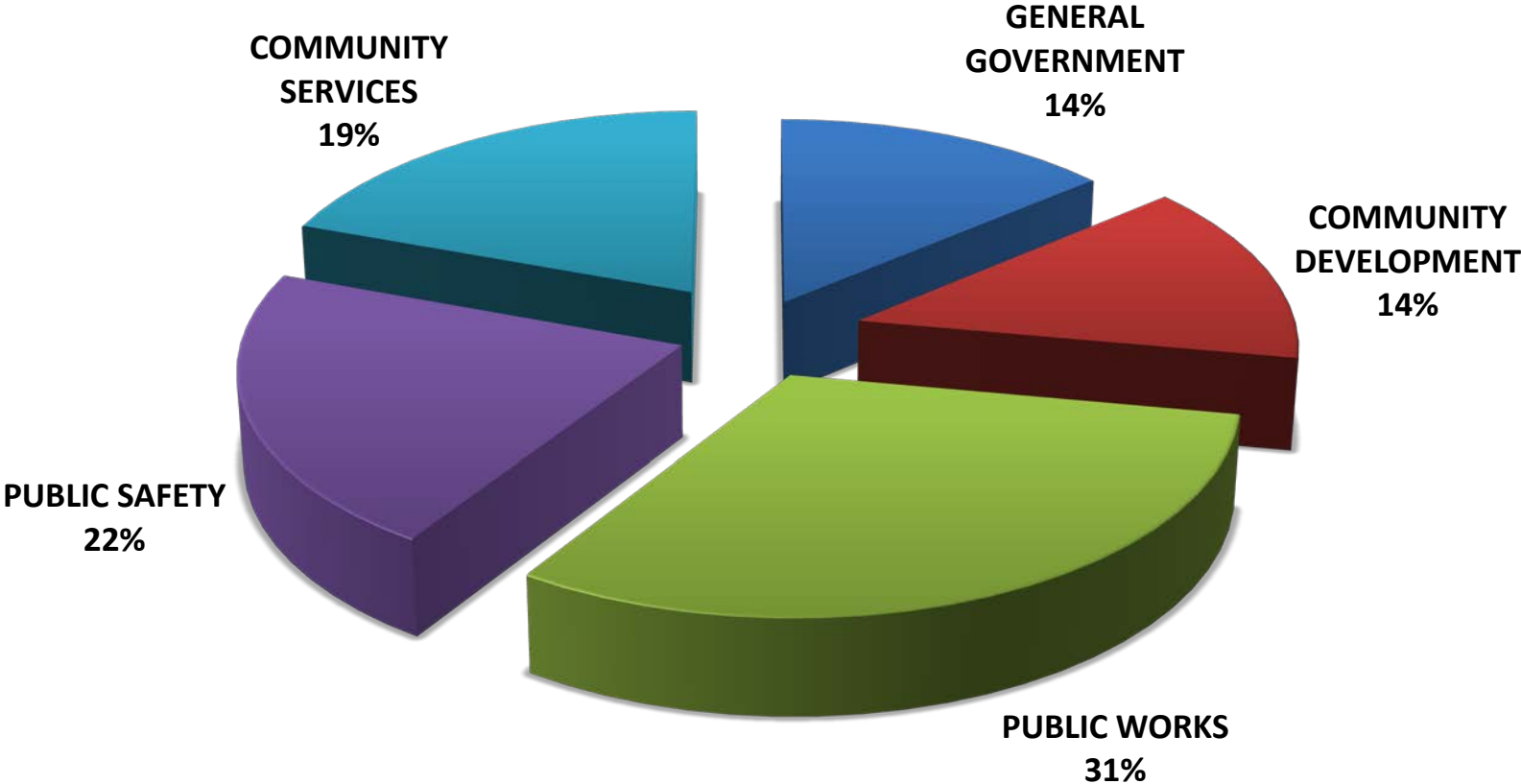
CITY OF WALNUT

2015-16

CONTINUING APPROPRIATIONS from 14-15

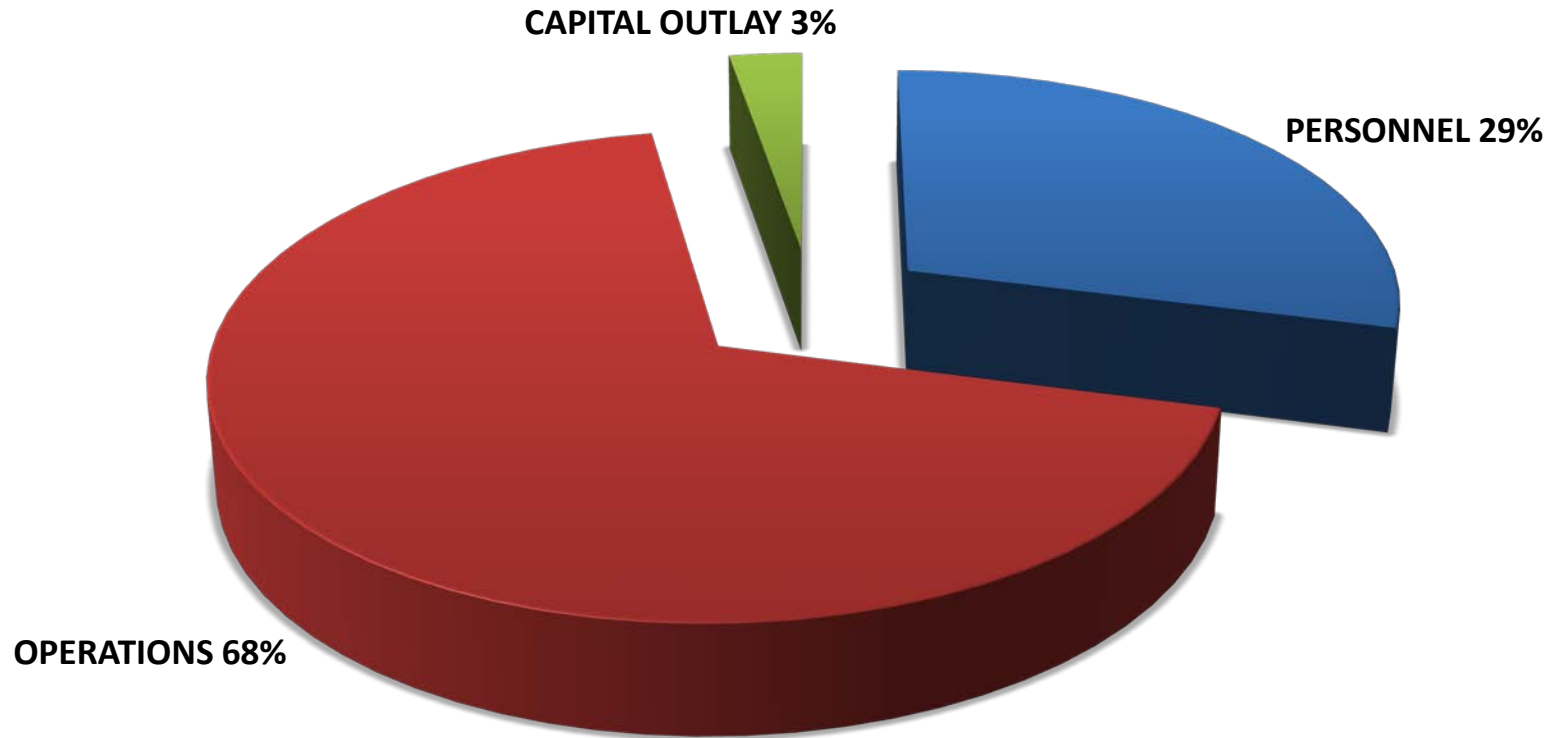
<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
01-XXXX-5108	PERS- Calpers Unfunded liabilities Classic	197,252
05-8200-5108	PERS- Calpers Unfunded liabilities Classic	2,303
13-5400-5108	PERS- Calpers Unfunded liabilities Classic	1,900
13-5430-5108	PERS- Calpers Unfunded liabilities Classic	720
23-5300-5108	PERS- Calpers Unfunded liabilities Classic	2,705
41-5800-5108	PERS- Calpers Unfunded liabilities Classic	8,058
01-4500-6216	Professional Services for GASB 68	5,000
01-9005-6227	4th of July Contractual Services	8,300
05-8200-6210	Vehicle code fines printing	3,300
20-6423-6216	Future Recreation Facility	249,845
25-4502-8402	Computer Equipment	35,858
25-6126-6216	Commercial St. Resurface Professional	75,000
25-6126-6227	Commercial St. Resurface Contractual	925,000
25-6148-6216	Irrigation Controller Professional	7,587
25-6148-6227	Irrigation Controller Contractual	169,594
41-5850-6216	WHA- Low and Mod Professional	151,108
		1,843,530

**EXPENDITURE SUMMARY
(ALL FUNDS)
FISCAL YEAR 2015-16**



**Total Budget
\$17,191,260**

EXPENDITURES BY CATEGORY FISCAL YEAR 2015-16



Total Budget
\$17,191,260

2015-16 APPROPRIATIONS SUMMARY

ACTIVITY	2013-14		2014-15		2015-16
	ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
<u>PERSONNEL</u>					
GENERAL GOVERNMENT	1,222,258	1,283,860	1,312,255	1,307,567	1,347,320
COMMUNITY DEVELOPMENT	1,086,155	1,178,170	1,202,786	1,176,455	1,251,590
PUBLIC WORKS	558,786	614,330	614,330	601,484	627,430
PUBLIC SAFETY	157,846	185,130	177,321	172,732	190,940
COMMUNITY SERVICES	1,483,581	1,620,700	1,623,700	1,537,397	1,568,490
TOTAL PERSONNEL	\$4,508,626	\$4,882,190	\$4,930,392	\$4,795,635	\$4,985,770
<u>OPERATIONS</u>					
GENERAL GOVERNMENT	852,584	820,070	829,776	844,942	990,580
COMMUNITY DEVELOPMENT	999,811	1,030,420	1,115,194	1,115,478	1,035,370
PUBLIC WORKS	4,073,496	4,294,170	4,493,715	4,533,683	4,453,500
PUBLIC SAFETY	3,377,757	3,419,370	3,431,658	3,436,512	3,491,430
COMMUNITY SERVICES	1,791,969	1,724,210	1,753,250	1,794,456	1,768,870
TOTAL OPERATIONS	\$11,095,618	\$11,288,240	\$11,623,593	\$11,725,071	\$11,739,750
<u>SUBTOTAL</u>					
GENERAL GOVERNMENT	2,074,842	2,103,930	2,142,031	2,152,509	2,337,900
COMMUNITY DEVELOPMENT	2,085,965	2,208,590	2,317,980	2,291,933	2,286,960
PUBLIC WORKS	4,632,283	4,908,500	5,108,045	5,135,167	5,080,930
PUBLIC SAFETY	3,535,603	3,604,500	3,608,979	3,609,244	3,682,370
COMMUNITY SERVICES	3,275,550	3,344,910	3,376,950	3,331,852	3,337,360
SUBTOTAL	\$15,604,244	\$16,170,430	\$16,553,985	\$16,520,706	\$16,725,520
<u>CAPITAL</u>					
GENERAL GOVERNMENT	21,802	45,000	44,534	45,000	45,000
COMMUNITY DEVELOPMENT	78,321	99,300	109,065	107,600	119,070
PUBLIC WORKS	227,780	275,550	318,717	318,377	301,670
PUBLIC SAFETY	31,299	0	0	0	0
COMMUNITY SERVICES	27,353	0	4,248	0	0
TOTAL CAPITAL	\$386,556	\$419,850	\$476,564	\$470,977	\$465,740
<u>TOTAL</u>					
GENERAL GOVERNMENT	2,096,644	2,148,930	2,186,565	2,197,509	2,382,900
COMMUNITY DEVELOPMENT	2,164,287	2,307,890	2,427,045	2,399,533	2,406,030
PUBLIC WORKS	4,860,063	5,184,050	5,426,762	5,453,544	5,382,600
PUBLIC SAFETY	3,566,902	3,604,500	3,608,979	3,609,244	3,682,370
COMMUNITY SERVICES	3,302,903	3,344,910	3,381,198	3,331,852	3,337,360
TOTAL	\$15,990,799	\$16,590,280	\$17,030,548	\$16,991,683	\$17,191,260

**CITY OF WALNUT
2013-14
STATEMENT OF FUND BALANCES**

FUND NO.	FUND	6/30/2013 AUDITED FUND BAL.	2013-14 ACTUAL REVENUE	2013-14 ACTUAL PROJECTS	2013-14 ACTUAL OPERATING	FUND TRANSFERS	6/30/2014 AUDITED FUND BAL.
01	GENERAL	7,812,563	12,295,857		11,424,296	(1) (2) (3) (4) 323,281 (670,835) 451,499 (104,400)	8,683,669
02	GAS TAX	414,743	1,022,814	294,623	699,174		443,760
05	TRAFFIC SAFETY	0	266,498		42,693	(1) (223,805)	(0)
06	PARK IMPROV	5,143					5,143
07	COPS	95,673	101,678		126,260		71,091
09	AIR QUALITY	102,289	38,490		58,520		82,259
11	WASTE MGMT	(0)	99,476		0	(1) (99,476)	0
12	CDBG	0	239,871		239,871		0
13	PROP C	686,357	435,533		140,469		981,421
14	BIKEWAY	0	18,000	18,000			0
15	LACMTA	0					0
16	MEASURE R	418,788	323,343		0		742,131
18	LOSMD - Zone 9	838,844	549,147		586,043		801,948
19	LOSMD	508,234	1,730,030		1,811,295	(4) 104,400	531,369
20	3 OAKS REC FACILITY	2,800,000				0	2,800,000
23	PROP A	230,860	513,347		300,445		443,762
25	CAP/EQUIP REP	6,550,621	92,320	1,746,736	171,489	(2) 335,418	5,060,133
26	FACILITY MAINT	2,922,040				(3) (2) 335,418	2,805,959
27	PARK GRANTS	0	54,206		54,206	(4)	0
32	USED OIL GRANT	0	8,532		8,532	(4)	0
33	RECYCLING GRANT	0	15,332		15,332		0
35	CABLE TV-EDUC	125,763	29,071		4,362		150,472
40	SUCCESSOR AGENCY	0					0
41	WHA	0	306,903		306,903		0
50	GEN LIABILITY	1,000,000					1,000,000
51	OPEB LIABILITY	763,330	0		908	(1)	762,422
		25,275,248	18,140,448	2,059,359	15,990,798	0	25,365,539

- (1) Transfer revenue to General Fund to match expenditures.
(2) Net transfer revenue to Capital Projects Fund per Fiscal Policy.
(3) Net transfer to/from Maintenance Facility Fund for new facilities.
(4) Net transfer from General Fund for various other matching funds.

**CITY OF WALNUT
2014-15
STATEMENT OF FUND BALANCES**

FUND NO.	FUND	6/30/2014 AUDITED FUND BAL.	2014-15 ESTIMATED REVENUE	2014-15 ESTIMATED PROJECTS	2014-15 ESTIMATED OPERATING	FUND TRANSFERS	6/30/2015 ESTIMATED FUND BAL.
01	GENERAL	8,683,669	11,649,325		12,302,032	(1) (2) (3) (4) 163,038 (1,247,058) 595,515 81,355	7,623,812
02	GAS TAX	443,760	934,194		747,990		629,964
05	TRAFFIC SAFETY	0	146,150		59,082	(1) (87,068)	0
06	PARK IMPROV	5,143					5,143
07	COPS	71,091	100,250		100,450		70,891
09	AIR QUALITY	82,259	37,400		60,360		59,299
11	WASTE MGMT	0	75,970			(1) (75,970)	0
12	CDBG	0	141,170		141,170		0
13	PROP C	981,421	425,000	250,000	175,466		980,955
14	BIKEWAY	0	24,280	24,280			0
15	LACMTA	0	498,000	498,000			0
16	MEASURE R	742,131	302,500	750,000	9,165		285,466
18	LOSMD - Zone 9	801,948	413,000		671,630		543,318
19	LOSMD	531,369	1,725,800		1,736,017		521,152
20	3 OAKS REC FACILITY	2,800,000	0	250,000			2,550,000
23	PROP A	443,762	500,500		297,892		646,370
25	CAP/EQUIP REP	5,060,133	0	2,664,387	189,500	(2) (4) 623,529 (81,355)	2,748,420
26	FACILITY MAINT	2,805,959				(3) (595,515) (2) 623,529	2,833,973
27	PARK GRANTS	0	27,560		27,560		0
32	USED OIL GRANT	0	8,570		8,570		0
33	RECYCLING GRANT	0	8,130		8,130		0
35	CABLE TV-EDUC	150,472	27,560		45,000		133,032
41	WHA	0	409,389		409,389		0
50	GEN LIABILITY	1,000,000					1,000,000
51	OPEB LIABILITY	762,422			2,281		760,141
		25,365,539	17,454,748	4,436,667	16,991,684	0	21,391,936

- (1) Transfer revenue to General Fund to match expenditures.
(2) Net transfer revenue to Capital Projects Fund per Fiscal Policy.
(3) Net transfer to/from Maintenance Facility Fund for new facilities.
(4) Net transfer to General fund from Capital Project Fund for Meadowpass monitoring

**CITY OF WALNUT
2015-16
STATEMENT OF FUND BALANCES**

FUND NO.	FUND	6/30/2015 ESTIMATED FUND BAL.	2015-16 ESTIMATED REVENUE	2015-16 ESTIMATED PROJECTS	2015-16 ESTIMATED OPERATING	FUND TRANSFERS	6/30/2016 ESTIMATED FUND BAL.
01	GENERAL	7,623,812	11,818,810		12,623,450 (1)	170,750	7,644,912
					(2)	0	
					(3)	654,990	
					(4)	0	
02	GAS TAX	629,964	697,120		751,490		575,594
05	TRAFFIC SAFETY	0	144,000		59,220 (1)	(84,780)	0
06	PARK IMPROV	5,143					5,143
07	COPS	70,891	100,250		105,450		65,691
09	AIR QUALITY	59,299	37,400		60,360		36,339
11	WASTE MGMT	0	85,970			(1) (85,970)	0
12	CDBG	0	160,390		160,390		0
13	PROP C	980,955	456,030	625,000	191,570		620,415
14	BIKEWAY	0	19,200	19,200	0		0
15	STPL	0					0
16	MEASURE R	285,466	340,780		0		626,246
18	LOSMD - Zone 9	543,318	413,000		650,010		306,308
19	LOSMD	521,152	1,725,800		1,723,320 (4)	0	523,632
20	3 OAKS REC FACILITY	2,550,000		500,000			2,050,000
23	PROP A	646,370	544,250		320,200		870,420
25	CAP/EQUIP REP	2,748,420		615,800	195,000 (2)	0	1,937,620
26	FACILITY MAINT	2,833,973				(3) (654,990)	2,178,983
27	PARK GRANTS	0	13,900		13,900		0
		0					
32	USED OIL GRANT	0	8,500		8,500		0
33	RECYCLING GRANT	0	8,010		8,010		0
35	CABLE TV-EDUC	133,032	25,500		45,000		113,532
41	WHA	0	272,390		272,390		0
		0					
50	GEN LIABILITY	1,000,000					1,000,000
51	OPEB LIABILITY	760,141			3,000		757,141
		21,391,936	16,871,300	1,760,000	17,191,260	0	19,311,976

- (1) Transfer revenue to General Fund to match expenditures.
- (2) Net transfer revenue to Capital Projects Fund per Fiscal Policy.
- (3) Net transfer to/from Maintenance Facility Fund for new facilities.
- (4) Net transfer from General Fund for various other matching funds.

**CITY OF WALNUT
2015-16
TEN-YEAR OPERATING REVENUE HISTORY**

	2013-14	2012-13	2011-12	2010-11	2009-10	2008-09	2007-08	2006-07	2005-06	2004-05
GENERAL FUND										
Property Taxes	5,995,275	5,641,665	5,347,081	5,108,450	5,027,185	5,206,490	5,037,420	4,846,145	6,511,341	3,841,774
Other Taxes	2,779,657	2,760,136	2,601,096	2,522,328	2,636,702	2,499,918	2,750,931	2,672,724	2,579,990	2,501,416
Licenses & Permits	754,434	551,180	763,810	2,145,139	1,574,923	748,964	1,227,529	895,101	476,758	551,736
Use of Money	487,104	182,529	385,069	356,334	524,718	894,938	1,407,193	1,432,868	851,577	677,459
Revenue from Other Agencies	146,166	24,157	91,462	186,658	204,866	100,168	191,434	241,565	263,941	1,041,850
Recreation Services	898,503	739,734	749,356	704,967	655,347	622,031	605,331	584,862	596,923	452,945
Charges for Service	452,467	387,614	349,384	322,092	403,786	359,913	359,558	580,531	320,292	190,344
Other Revenue	782,252	888,052	540,392	448,119	855,035	391,474	442,382	419,657	336,432	1,027,882
Total General Fund	12,295,858	11,175,067	10,827,650	11,794,087	11,882,562	10,823,896	12,021,778	11,673,453	11,937,254	10,285,406
Gas Tax Fund	1,022,814	738,976	914,524	837,577	501,420	519,690	577,262	592,212	583,232	591,162
Traffic Safety Fund	266,498	256,611	252,218	296,148	376,815	268,868	381,578	280,478	251,757	290,591
Park Improvement Fund	-	-	-	-	-	31,171	-	-	-	140,000
COPS Fund	101,678	99,744	101,446	100,456	123,908	77,326	103,880	103,978	152,077	100,902
Aid-to-Cities Fund	-	-	-	-	-	-	-	-	-	-
Air Quality Management Fund	38,490	35,204	36,856	50,418	38,401	38,424	84,648	39,883	40,023	39,731
Waste Management Fund	99,476	82,945	131,213	101,880	93,272	70,851	177,115	90,692	67,737	79,146
MTA Grants	-	-	-	-	0	1,478,979	-	-	-	-
Housing and Community Development	239,871	130,017	183,446	310,822	174,734	189,440	286,438	279,023	228,627	192,193
Prop C Transit Fund	435,533	417,457	408,606	379,321	354,307	435,723	472,901	459,856	451,493	395,851
Bikeway Fund	18,000	20,000	-	-	-	-	-	2,502	73,648	-
Surface Transportation Program	-	-	-	-	-	-	-	-	-	-
LACMTA Exchange	0	151,000	-	-	-	137,922	-	-	-	-
Proposition R	323,343	315,481	304,666	278,302	207,994	-	-	-	-	-
Landscape & Open Space Maintenance	2,279,177	2,538,271	2,395,881	1,734,102	1,741,027	1,729,902	1,725,027	1,720,595	1,726,214	1,722,634
3 Oaks Facility Development	0	350,000	-	-	-	-	-	-	-	-
Prop A Transit Fund	513,347	504,090	479,426	440,385	414,971	481,724	540,858	536,300	522,005	469,839
Capital Equipment Replacement Fund	92,320	-	-	25,244	5,048	6,650	6,926	5,374	519,132	3,973,824
Facility Maintenance Fund	-	-	-	-	-	-	-	-	-	-
State Park Grant Fund	54,206	104,189	69,148	117,951	112,523	90,204	134,468	350,753	258,850	66,015
Calif. Law Enforcement Equipment	-	-	-	-	-	-	-	-	5,847	14,272
Local Law Enforcement Block Grant	-	-	-	-	-	-	-	-	12,427	15,039
Edward Byrne Justice Grant	-	-	-	21,308	-	-	-	-	-	-
Traffic Congestion Relief Fund	-	-	-	-	-	-	-	233,592	142,532	-
Used Oil Recycling Grant Fund	8,532	12,780	14,440	8,420	2,500	1,154	9,352	9,506	9,636	9,343
General Recycling Grant Fund	15,332	1,105	8,828	-	5,000	8,473	8,544	8,560	8,658	8,719
Cable Television Education Fund	29,071	27,129	30,227	31,951	34,533	48,806	94,568	105,078	113,214	112,702
Avenida Esplendor Fund	-	-	-	-	-	-	-	-	21,079	40,185
Avenida Esplendor Reserve Fund	-	-	-	-	-	-	-	-	-	69
Walnut Improvement Agency Fund	-	-	113,081	-	203,790	397,155	192,112	398,162	506,377	563,677
Walnut Housing Authority Fund	306,903	328,252	326,902	336,568	339,033	336,704	318,567	256,375	225,081	194,325
Total All Funds	18,140,449	17,288,318	16,598,558	16,864,940	16,611,838	17,173,062	17,136,022	17,146,371	17,856,900	19,305,625

**CITY OF WALNUT
2015-16
TEN-YEAR OPERATING EXPENDITURE HISTORY**

	2013-14	2012-13	2011-12	2010-11	2009-10	2008-09	2007-08	2006-07	2005-06	2004-05
GENERAL FUND										
General Government	2,091,374	1,976,613	3,520,211	2,535,638	2,481,269	2,534,775	2,118,653	1,902,600	2,175,233	2,065,471
Community Development	1,176,598	1,188,936	1,021,249	1,393,040	1,155,127	1,006,400	994,590	912,637	783,128	790,280
Public Works	1,509,678	667,094	708,316	719,113	709,819	726,679	835,680	675,667	391,357	329,333
Public Safety	3,397,949	3,416,203	3,340,604	3,426,929	3,368,863	3,190,013	3,169,002	2,958,081	2,757,302	2,639,036
Community Services	3,248,697	3,339,092	3,402,960	3,323,211	3,384,064	3,296,328	3,203,206	2,850,439	2,752,076	2,446,274
Total General Fund	11,424,296	10,587,938	11,993,340	11,397,931	11,099,142	10,754,195	10,321,131	9,299,424	8,859,096	8,270,394
Gas Tax Fund	699,174	679,262	640,481	563,320	583,966	603,335	557,655	592,304	529,018	622,089
C-Cap Fund	-	-	-	-	-	-	-	-	-	-
Traffic Safety Fund	42,693	47,948	46,931	46,627	46,861	44,720	40,731	26,970	24,976	26,872
Park Improvement Fund	-	-	-	-	-	-	-	-	56,681	9,000
COPS Fund	126,260	107,802	48,636	87,350	95,065	96,798	109,051	102,207	122,411	98,723
Air Quality Management Fund	58,520	57,123	7,544	34,553	18,694	21,511	119,161	32,707	66,855	62,605
Waste Management Fund	-	-	-	-	-	-	-	-	-	-
Housing and Community Development	239,871	130,017	183,446	310,822	174,734	189,440	286,438	279,023	228,627	192,193
Prop C Transit Fund	140,469	139,281	227,814	32,866	68,543	39,205	115,152	64,502	66,933	32,978
Bikeway Fund	-	-	-	-	-	-	-	-	-	-
Proposition R	-	37,655	-	-	-	-	-	-	-	-
Landscape & Open Space Maintenance	2,397,338	2,431,619	1,822,477	1,723,053	1,704,530	1,833,713	1,768,612	2,001,692	1,831,354	1,658,380
Prop A Transit Fund	300,445	411,798	397,727	527,163	584,795	610,298	518,192	461,392	430,599	425,068
Capital Equipment Replacement Fund	171,489	100,051	3,625	38,152	30,131	49,123	104,150	116,762	125,558	153,253
Facility Maintenance Fund	-	-	-	-	-	-	-	-	-	-
State Park Grant Fund	54,206	69,320	69,148	117,951	112,524	90,204	86,208	81,592	8,164	66,015
Edward Byrne Justice Grant	-	-	-	21,308	-	-	-	-	-	-
Calif. Law Enforcement Equipment	-	-	-	-	-	-	-	-	5,847	14,273
Local Law Enforcement Block Grant	-	-	-	-	-	-	-	-	12,427	18,484
Traffic Congestion Relief Fund	-	-	-	-	-	-	-	-	-	-
Used Oil Recycling Grant Fund	8,532	8,628	14,440	8,420	7,472	11,137	9,910	7,870	8,113	12,909
General Recycling Grant Fund	15,332	1,105	8,828	5,112	1,741	8,809	14,092	5,141	7,322	12,806
Cable Television Education Fund	4,362	2,421	24,315	-	28,545	5,601	99,063	68,249	124,204	99,949
Avenida Esplendor Fund	-	-	-	-	-	-	-	-	-	56,110
Avenida Esplendor Reserve Fund	-	-	-	-	-	-	-	-	-	-
Walnut Improvement Agency Fund	-	-	113,081	-	203,790	195,289	192,111	328,428	441,937	460,535
Walnut Housing Authority Fund	306,903	328,252	326,902	336,568	339,033	336,704	318,566	256,374	221,289	181,307
Liability Fund	-	-	-	-	-	-	-	-	-	-
Other Post-Employment Benefits	908	307	232	160	-	-	-	-	-	-
Total All Funds	15,990,798	15,140,527	15,928,967	15,251,356	15,099,566	14,890,082	14,660,223	13,724,637	13,171,411	12,473,943

CITY OF WALNUT

FUND STRUCTURE

2015-16

A number of different funds are utilized to account for the City, Successor Agency, Walnut Housing Authority and financial resources. The general fund is the City's largest single fund and is used to account for all unrestricted revenues. Appropriations may be made from the General fund for any City activity. The remaining funds are utilized to account for specific restricted revenues, which may be appropriated only for certain specific purpose. A brief description of the major funds reflected in the City's budget is provided below.

GENERAL FUND

01 General Fund

The General Fund is used to account for all unrestricted resources except those required to be accounted for in another fund.

SPECIAL REVENUE FUNDS

02 Gas Tax Fund

The Gas Tax Fund accounts for the City's proportionate share of gas tax monies collected by the State of California, which are used for street construction and maintenance.

05 Traffic Safety Fund

The Traffic Safety Fund accounts for the vehicle code fines expended for traffic safety enforcement.

06 Park Improvement Fund

The Park Improvement Fund accounts for fees charged to residential and commercial developers for park development purposes.

07 Citizen's Options for Public Safety Fund (COPS)

The COPS Fund accounts for the distribution of funds to local agencies on a per-capita basis for the purpose of first-line law enforcement services. AB 3229 authorized this distribution in July of 1996.

09 Air Quality Management Fund (AQMD)

The Air Quality Management Fund accounts for the City's portion of the imposition of an additional motor vehicle registration fee of two dollars to be used to reduce air pollution from motor vehicles as approved by the State of California.

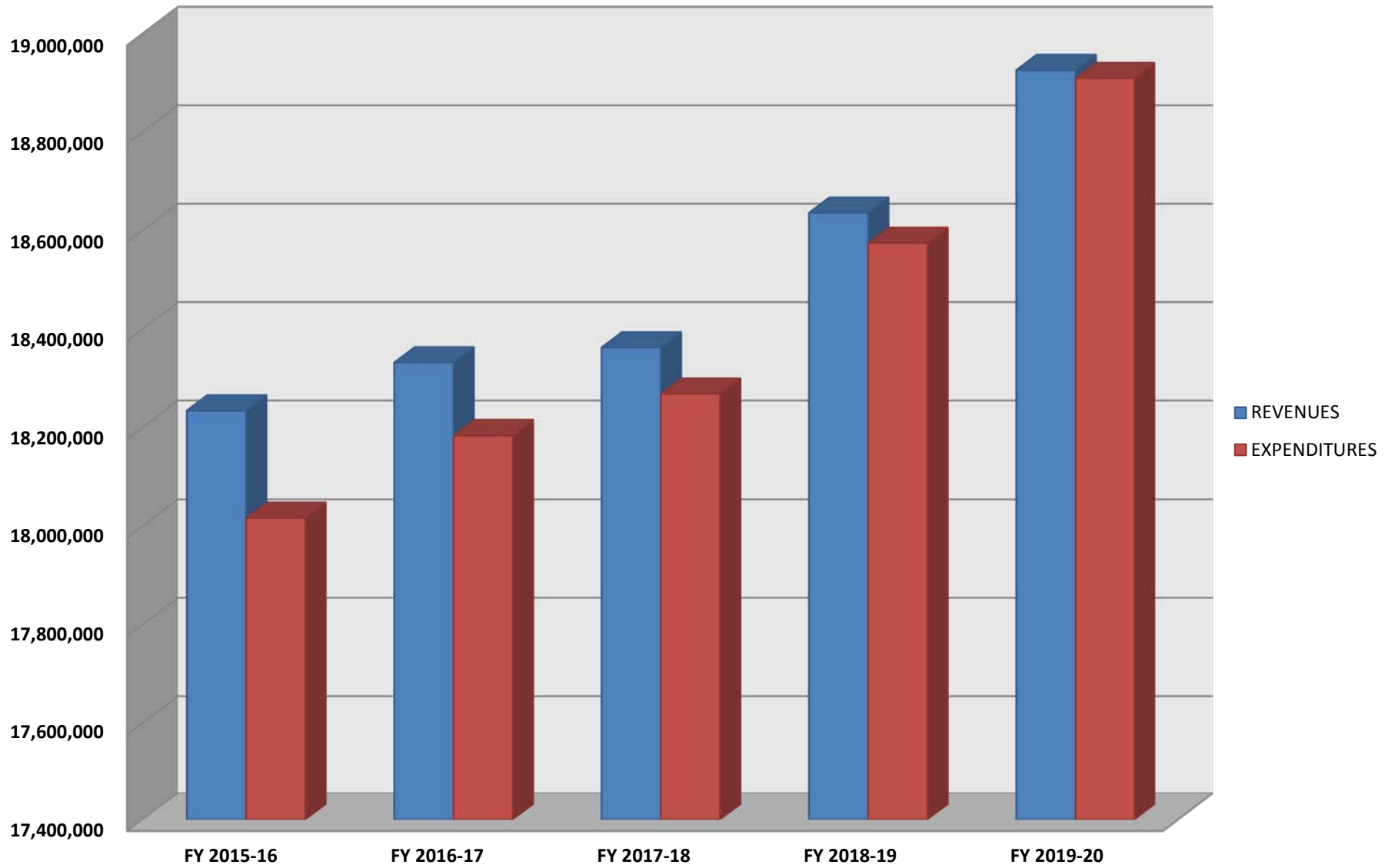
11 Waste Management Fund

The Waste Management Fund accounts for funds received as part of the resident's refuse bill to fund the City's source reduction and recycling programs.

- 12 **Housing and Community Development Buck grant Fund (CDBG)**
The CDBG Fund accounts for monies received from the Community Development Block Grant provided by the Federal Housing and Community Development Act.
- 13 **Proposition C Transit Fund (Prop C)**
The Prop C Fund accounts for the City's portion of the additional 1/2-cent sales tax approved in Los Angeles County for public transit services.
- 14 **Bikeway Fund**
The Bikeway Fund accounts for SB 821 monies from the State of California for the construction of bikeways, ramps, and pedestrian facilities.
- 15 **LACMTA Exchange Fund**
The LACMTA Exchange Fund accounts for funds received from MTA to be used for roadway construction, rehabilitation, restorations, transit projects and facilities, carpool projects, bicycle and pedestrian walkways. This money is received from MTA in exchange for STP-L funds and is not federally funded.
- 16 **Proposition R (Measure R)**
The Prop R Fund accounts for the City's portion of the 1/2 cent sales tax approved during the November 2008 election in Los Angeles County for transportation projects.
- 17 **Federal Stimulus**
The Federal Stimulus Fund accounts for funds received from the American Recovery and Reinvestment Act of 2009 (ARRA) to fund capital projects.
- 18 **LOSMD Zone 9 Assessment fund**
The LOSMD Zone 9 Assessment funds accounts for assessments levied by the City to the residents of Three Oaks, who have property maintained by the City.
- 19 **Landscape & Open Space Maintenance Fund (LOSMD)**
The LOSMD Fund accounts for assessments levied by the City to residents who have property maintained by the City.
- 20 **Three Oaks Recreation Facility**
The Three Oaks Recreation Facility Fund accounts for contributions received from the developer for the construction of the Three Oaks Community Center.
- 23 **Proposition A Transportation Fund (Prop A)**
The Prop A Fund accounts for the City's share of the 1/2-cent sales tax levied in Los Angeles County for local transit.
- 25 **Capital Equipment Replacement Fund**
The Capital Equipment Replacement Fund accounts for the purchase of equipment which is new or which is to replace existing equipment.

- 26 **Facility Maintenance Fund**
The Facility Maintenance Fund provides for a portion of the cost of maintenance and operations for new facilities that are part of the Facility Master Plan.
- 27 **State Park Grant Fund (Park Grants)**
The Park Grant Fund accounts for various monies restricted for park purposes.
- 32 **Used Oil Recycling Grant**
The Used Oil Grant Fund accounts for monies received from the State of California to be spent on used motor oil recycling and awareness programs.
- 33 **General Recycling Grant**
The General Recycling Grant Fund accounts for monies received from the State Department of Conservation to be spent on recycling and waste reduction programs.
- 35 **Cable T.V. Education Fund**
The Cable Television Education Fund accounts for franchise and other fees designated for Cable Television.
- 40 **Successor Agency fund**
The Successor Agency Fund accounts for the property tax revenue received from the County for the Successor Agency to retire debt of the dissolved Walnut Improvement Agency.
- 41 **Walnut Housing Authority Fund (WHA)**
The WHA Fund accounts for funding established to administer low-and-moderate housing program funds.
- 50 **Liability Fund**
The Liability Fund accounts for funding designated for self-insurance purposes.
- 51 **Other Post Employment Benefits (OPEB)**
The Other Post Employment Benefits Fund accounts for monies designated to fully fund the post employment benefits as per the actuarial valuation study.

Five-Year Projection Revenues vs. Expenditures



**CITY OF WALNUT
2015-16
FIVE-YEAR PROJECTION OF REVENUES**

	2015-16	2016-17	2017-18	2018-19	2019-20
GENERAL REVENUE					
Property Taxes (1)	6,220,000	6,344,400	6,468,800	6,593,200	6,717,600
Other Taxes (2)	2,834,000	2,874,780	2,926,051	2,978,380	3,031,787
Licenses & Permits (3)	876,010	710,168	724,623	739,802	755,740
Use of Money (4)	367,920	382,470	399,248	416,819	435,223
Revenue From					
Other Agencies	23,030	23,030	23,030	23,030	23,030
Recreation Services	686,070	686,070	686,070	686,070	686,070
Charges for Service	393,000	393,000	393,000	393,000	393,000
Other Revenue	418,780	369,980	371,216	372,489	373,800
TOTAL:	11,818,810	11,783,898	11,992,037	12,202,790	12,416,250
RESTRICTED REVENUE					
Revenue From					
Other Agencies (5)	2,734,940	2,742,401	2,796,716	2,851,584	2,907,016
Use of Money & Property	9,750	9,750	9,945	10,144	10,347
Fines & Other Revenue	169,000	171,880	174,818	182,814	185,870
Assessments	2,138,800	2,138,800	2,138,800	2,138,800	2,138,800
TOTAL:	5,052,490	5,062,831	5,120,279	5,183,342	5,242,033
TOTAL REVENUE:	16,871,300	16,846,729	17,112,316	17,386,132	17,658,283
Transfer In	825,740	910,000	750,000	750,000	768,000
Restricted Fund					
Balance Applied:	537,040	575,000	500,000	500,000	500,000
		0	0	0	0
TOTAL RESOURCES:	18,234,080	18,331,729	18,362,316	18,636,132	18,926,283

INCLUDES SA ADMINISTRATION, EXCLUDES CAPITAL PROJECTS PROGRAM

Assumptions:

- (1) Property tax- Projected to increase 2% each year.
- (2) Other Taxes: Sales tax- 0% increase on year 2, 2% starting year 3 and Franchise tax 2% increase each year.
- (3) Licenses and permits projected to decrease due to no major development anticipated in the next years.
- (4) Use of money: Interest income 0% increase on year 2, 2% starting year 3 and telecommunication lease income 5% increase each year.
- (5) Restricted Revenues from other Agencies: Prop A, Prop C, and Prop R projected to increase 2% each year.

**CITY OF WALNUT
2015-16
FIVE-YEAR PROJECTION OF EXPENDITURES**

	2015-16	2016-17	2017-18	2018-19	2019-20
GENERAL GOVERNMENT					
Personnel	1,347,320	1,387,740	1,429,372	1,472,253	1,516,421
Operations (1)	990,580	1,009,099	1,019,292	1,029,892	1,040,917
Capital	45,000	0	0	0	0
TOTAL:	2,382,900	2,396,839	2,448,664	2,502,145	2,557,337
COMM. DEVELOPMENT					
Personnel	1,251,590	1,289,138	1,327,812	1,367,646	1,408,676
Operations	1,035,370	946,351	946,351	946,351	946,351
Capital	119,070	100,000	100,000	100,000	100,000
TOTAL:	2,406,030	2,335,489	2,374,163	2,413,997	2,455,027
PUBLIC WORKS					
Personnel	627,430	646,253	665,640	685,610	706,178
Operations	4,453,500	4,514,639	4,514,639	4,514,639	4,514,639
Capital	301,670	183,010	163,010	163,010	163,010
TOTAL:	5,382,600	5,343,902	5,343,290	5,363,259	5,383,827
PUBLIC SAFETY					
Personnel	190,940	196,668	202,568	208,645	214,905
Operations (2)	3,491,430	3,591,799	3,691,668	3,828,821	3,971,460
Capital	0	0	0	0	0
TOTAL:	3,682,370	3,788,467	3,894,236	4,037,466	4,186,365
COMMUNITY SERVICES					
Personnel	1,568,490	1,615,545	1,664,011	1,713,931	1,765,349
Operations	1,768,870	1,793,921	1,793,921	1,793,921	1,793,921
Capital	0	0	0	0	0
TOTAL:	3,337,360	3,409,466	3,457,932	3,507,853	3,559,271
Transfer Out	825,740	910,000	750,000	750,000	768,000
TOTAL EXPENDITURES:	18,017,000	18,184,162	18,268,284	18,574,720	18,909,827

INCLUDES SA ADMINISTRATION, EXCLUDES CAPITAL PROJECTS PROGRAM

Assumptions:

Personnel 3% increase

Operations:

(1) Liability & Property Insurance 4% increase

(2) Public Safety Operations 3% increase year 2 & 3 and 4% increase thereafter.

All other expenditures except as noted 1% increase.

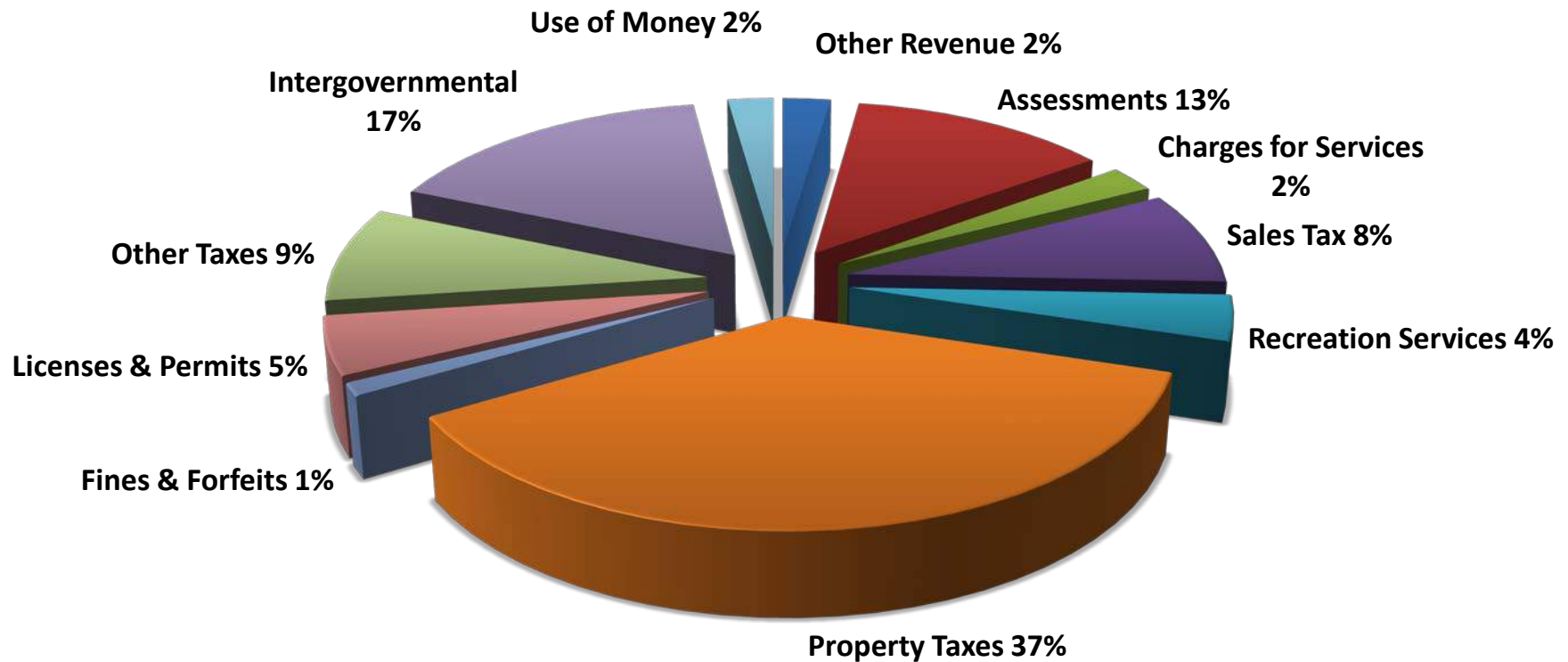
**CITY OF WALNUT
2015-16 PERSONNEL SUMMARY**

	2013-14	2014-15	2015-16
<u>GENERAL GOVERNMENT</u>			
City Council	0.50	0.00	0.00
City Manager	0.60	0.60	0.60
Personnel	0.50	0.50	0.50
City Clerk	1.35	0.85	0.85
Finance	4.50	4.23	4.48
Computer Services	0.60	0.60	0.50
Administrative Services	1.50	1.75	1.40
Cable TV Administration/Education	0.50	0.50	0.50
TOTAL GENERAL GOVERNMENT	10.05	9.03	8.83
<u>COMMUNITY DEVELOPMENT</u>			
Planning	3.15	4.15	4.35
Code Enforcement	1.50	1.50	2.30
Building & Safety	0.35	0.35	0.45
Successor Agency Administration	1.10	1.10	1.00
Prop "C" Administration	0.33	0.25	0.33
Prop "A" Administration	0.37	0.37	0.47
Prop "R" Administration	0.00	0.08	0.00
Metrolink	0.10	0.13	0.13
WHA Administration	1.40	1.40	1.40
TOTAL COMMUNITY DEVELOPMENT	8.30	9.33	10.43
<u>PUBLIC WORKS</u>			
Environmental Services	2.30	1.20	1.20
Street Right-of-Way Maintenance	2.30	2.30	2.30
LOSMD/Public Works Admin	1.50	1.50	1.50
Building Maintenance	0.70	0.70	0.70
TOTAL PUBLIC WORKS	6.80	5.70	5.70
<u>PUBLIC SAFETY</u>			
Public Safety Administration	0.50	0.50	0.50
Business License Enforcement	0.75	0.75	0.85
Vehicle Code Fines	0.40	0.40	0.40
TOTAL PUBLIC SAFETY	1.65	1.65	1.75
<u>COMMUNITY SERVICES</u>			
Recreation Administration	1.70	1.50	1.50
Parks Maintenance	4.10	4.10	4.10
Equestrian Trail Maintenance	0.70	0.70	0.70
Special Events	0.35	0.35	0.35
Excursions	0.35	0.35	0.35
Sports & Gymnasiums	1.00	1.00	1.00
Recreation Classes	0.30	0.30	0.30
Senior Citizens Center	1.00	1.00	1.00
Teen Center	0.70	1.00	1.00
After-School Program	0.30	0.00	0.00
TOTAL COMMUNITY SERVICES	10.50	10.30	10.30
TOTAL FULL-TIME POSITIONS	37.30	36.00	37.00



Revenues

Revenue Summary (ALL FUNDS) Fiscal Year 2015-16



**Total Revenue Budget
\$16,871,300**

**CITY OF WALNUT
2015-16 REVENUE BUDGET**

ACCOUNT NUMBER AND DESCRIPTION	2013-14	2014-15		2015-16
	ACTUAL	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
GENERAL FUND REVENUES				
PROPERTY TAXES				
01-3010 PROPERTY TAXES	5,995,275	5,900,000	6,100,000	6,220,000
TOTAL PROPERTY TAXES	5,995,275	5,900,000	6,100,000	6,220,000
OTHER TAXES				
01-3100 SALES & USE TAX	1,398,918	1,530,000	1,400,000	1,400,000
01-3110 PUBLIC SAFETY AUGMENTATION FUND	160,209	150,000	165,000	165,000
01-3120 FRANCHISE TAX	950,452	850,000	949,315	999,000
01-3130 BUSINESS LICENSE TAX	104,661	100,000	103,000	100,000
01-3140 REALTY STAMP TAX (DOC TRANSFER)	150,570	160,000	167,139	160,000
01-3150 DEVELOPMENT TAX	14,848	10,000	12,000	10,000
TOTAL OTHER TAXES	2,779,657	2,800,000	2,796,454	2,834,000
LICENSES & PERMITS				
01-3200 PARKING PERMITS	3,900	3,500	3,500	3,500
01-3205 FILM PERMITS	0	0	500	0
01-3220 BUILDING & SAFETY - FULL PLAN CHECK	297,997	300,000	250,000	275,350
01-3230 BUILDING & SAFETY - STANDARD PLAN CHECK	0	0	33,750	0
01-3240 BUILDING & SAFETY - PERMITS	433,679	275,000	450,000	580,110
01-3250 GRADING & STREET PERMITS	4,370	10,000	7,500	7,500
01-3260 CONDITIONAL USE PERMITS	13,230	8,550	8,550	8,550
01-3270 STONG MOTION INSTRUM FEE	54	80	112	100
01-3271 STATE BLDG STD FUNDS	65	100	100	100
01-3272 DISABILITY ACCESS & EDUCATION FUND	1,140	300	1,062	1,000
TOTAL LICENSES & PERMITS	754,434	597,530	755,074	876,210
FINES, FORFEITS, & PENALTIES				
01-3300 CODE FINES	279,757	140,000	42,000	40,000
01-3305 FALSE ALARM FINES	3,879	3,000	4,000	3,000
01-3311 IMPOUND SERVICE FEE	5,673	6,000	5,900	5,900
TOTAL FINES, FORFEITS, & PENALTIES	289,309	149,000	51,900	48,900
USE OF MONEY & PROPERTY				
01-3400 INTEREST INCOME	224,525	100,000	100,000	75,000
01-3410 RENTAL OF CITY HALL OFFICES	1,920	1,920	1,920	1,920
01-3420 TELECOMMUNICATION LEASE	260,659	250,000	277,522	291,000
TOTAL USE OF MONEY & PROPERTY	487,104	351,920	379,442	367,920
REVENUE FROM OTHER AGENCIES				
01-3500 STATE MOTOR VEHICLE IN-LIEU TAX	13,856	14,000	13,384	13,000
01-3510 STATE HOMEOWNERS EXEMPTION	10,266	7,000	9,700	9,700
01-3511 STATE HIGHWAY RENTAL FEES	264	200	336	330
01-3614 BSEP GRANT - BUS STOP PROGRAM	29,880	0	0	0
01-3667 TREE PLANTING GRANT PROGRAM	91,900	0	0	0
TOTAL REVENUE FROM OTHER AGENCIES	146,166	21,200	23,420	23,030

**CITY OF WALNUT
2015-16 REVENUE BUDGET**

ACCOUNT NUMBER AND DESCRIPTION	2013-14	2014-15		2015-16
	ACTUAL	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
GENERAL FUND REVENUES (Continued)				
RECREATION SERVICES				
01-3641 TEEN CENTER EXCURSIONS	2,405	3,500	3,500	3,500
01-3642 TEEN CENTER SNACK BAR SALES-TAXABLE	15,524	13,500	13,500	13,500
01-3644 TEEN CENTER SPECIAL EVENTS	3,135	3,000	3,000	3,000
01-3645 TEEN CENTER MEMBERSHIP	9,000	9,000	12,550	9,000
01-3649 CAMP PROGRAMS	21,727	12,000	12,000	12,000
01-3651 SENIOR EXCURSIONS	50,090	45,000	45,000	45,000
01-3653 SENIOR BINGO DONATIONS	4,200	4,200	4,200	4,200
01-3654 SENIOR SPECIAL EVENTS	19,502	15,000	15,000	15,000
01-3655 SENIOR CLASSES	11,869	9,000	7,000	7,000
01-3690 SPECIAL EVENTS	15,657	16,000	16,000	16,000
01-3691 AQUATICS	202,600	143,000	143,000	66,820
01-3692 EXCURSIONS	54,846	58,800	58,800	58,800
01-3693 SPORTS LEAGUES	342,090	320,000	320,000	320,000
01-3694 RECREATION CLASSES	99,265	66,000	66,000	66,000
01-3695 BROCHURE ADVERTISING	2,750	2,750	2,750	2,750
01-3696 REFEREE SERVICE FEE	26,182	31,500	31,500	31,500
01-3697 REGISTRATION FEES	17,661	12,000	12,000	12,000
TOTAL RECREATION SERVICES	898,503	764,250	765,800	686,070
CHARGES FOR CURRENT SERVICES				
01-3700 SITE PLAN REVIEW FEES	93,094	80,000	80,000	80,000
01-3710 GENERAL PLAN AMENDMENTS	29,977	2,500	2,500	2,500
01-3730 VARIANCE APPLICATION FEES	0	1,890	0	0
01-3740 SALE OF MAPS & PUBLICATIONS	1,408	1,000	1,000	1,000
01-3745 INDUSTRIAL WASTE INSPECTION FEES	45,302	40,000	50,000	50,000
01-3750 PUBLIC WORKS INSPECTION FEES	52,004	75,000	75,000	75,000
01-3760 PUBLIC WORKS PLAN CHECKING FEES	26,128	25,000	25,000	25,000
01-3780 PARKS & RECREATION USE FEES	21,420	15,000	15,000	15,000
01-3783 GYM/TEEN FACILITY USE FEES	12,253	15,000	13,000	13,000
01-3790 SENIOR CENTER USE FEES	164	1,500	1,500	1,500
01-3791 ANIMAL LICENSE SALES	170,617	130,000	130,000	130,000
01-3795 CANDIDATE FILING FEES	100	0	0	0
TOTAL CHARGES FOR CURRENT SERV.	452,467	386,890	393,000	393,000
OTHER REVENUES				
01-3800 SA REIMBURSEMENT	254,100	250,000	250,000	250,000
01-3805 RISK MANAGEMENT CLAIMS REIMBURSEMENT	33,030	5,000	1,130	0
01-3810 WORKERS' COMP REIMBURSEMENT	0	0	0	0
01-3811 GENERAL LIABILITY CLAIMS REIMBURSEMENT	0	0	0	0
01-3819 WALNUT HISTORICAL BOOK	230	140	44	50
01-3820 MISCELLANEOUS REVENUES	32,236	2,000	20,000	10,000
01-3823 FLAG DONATIONS	0	0	0	0
01-3828 PASSPORT EXECUTION FEES	40,225	30,000	35,000	35,000
01-3833 METROLINK PASSES	0	0	0	0

**CITY OF WALNUT
2015-16 REVENUE BUDGET**

ACCOUNT NUMBER AND DESCRIPTION	2013-14	2014-15		2015-16
	ACTUAL	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
GENERAL FUND REVENUES (Continued)				
OTHER REVENUES (Continued)				
01-3834 EZ PASSES	55	40	40	40
01-3835 BUS PASSES	1,879	1,800	1,800	1,800
01-3840 FAMILY FESTIVAL REVENUES	35,575	35,000	35,000	35,000
01-3845 FIREWORKS SHOW	687	0	510	0
01-3855 TEEN CENTER MISCELLANEOUS REVENUE	0	0	0	0
01-3856 TEEN CENTER DONATIONS	125	0	0	0
01-3870 APPEALS	2,118	0	0	0
01-3871 EASEMENT FEES	0	0	0	0
01-3872 STATE MANDATED COST REIMB	0	0	3,696	0
01-3873 MT. SAC PARKING METERS	3,054	5,000	3,000	3,000
01-3876 MT. SAC TICKET SALES REIMBURSEMENT	11,493	12,000	11,000	11,000
01-3900 SURPLUS PROPERTY SALE	4,719	0	0	0
01-3962 SEWER REIMBURSEMENT - GARTEL & FUERTE	5,231	6,000	5,230	6,000
01-3970 MISCELLANEOUS REIMBURSEMENT	68,188	20,000	17,785	17,790
TOTAL OTHER REVENUES	492,943	366,980	384,235	369,680
TOTAL GENERAL FUND REVENUES	12,295,857	11,337,770	11,649,325	11,818,810

**CITY OF WALNUT
2015-16 REVENUE BUDGET**

ACCOUNT NUMBER AND DESCRIPTION	2013-14	2014-15		2015-16
	ACTUAL	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
RESTRICTED FUNDS REVENUE				
ASSESSMENTS				
18-3181 L.O.S.M.D. ZONE 9	549,147	413,000	413,000	413,000
19-3170 L.O.S.M.D.	1,730,030	1,725,800	1,725,800	1,725,800
TOTAL ASSESSMENTS	2,279,177	2,138,800	2,138,800	2,138,800
FEES				
35-3670 CABLE TV PEG FEES	27,016	20,000	27,060	25,000
TOTAL FEES	27,016	20,000	27,060	25,000
FINES, FORFEITS, & PENALTIES				
05-3310 VEHICLE CODE FINES	69,359	80,000	74,150	74,000
05-3330 VEHICLE CODE FINES - COUNTY	197,139	170,000	72,000	70,000
TOTAL FINES, FORFEITS, & PENALTIES	266,498	250,000	146,150	144,000
USE OF MONEY & PROPERTY				
02-3400 INTEREST INCOME	4,949	500	500	500
07-3400 INTEREST INCOME	1,678	250	250	250
09-3400 INTEREST INCOME	1,287	500	500	500
13-3400 INTEREST INCOME	12,528	5,000	5,000	5,000
16-3400 INTEREST INCOME	8,718	2,500	2,500	2,500
23-3400 INTEREST INCOME	5,093	500	500	500
30-3400 INTEREST INCOME	0	0	0	0
35-3400 INTEREST INCOME	2,055	500	500	500
TOTAL USE OF MONEY & PROPERTY	36,308	9,750	9,750	9,750
REVENUE FROM OTHER AGENCIES				
02-3560 2107.5 GAS TAX	6,000	6,000	6,000	6,000
02-3565 2105 GAS TAX	220,112	156,900	199,439	186,590
02-3570 2106 GAS TAX	105,407	126,900	117,588	101,000
02-3580 2107 GAS TAX	235,461	192,790	272,284	255,100
02-3585 2103 GAS TAX	450,886	341,410	338,383	147,930
07-3515 COPS	100,000	100,000	100,000	100,000
09-3597 AIR QUALITY IMPROVEMENT	37,203	36,900	36,900	36,900
11-3880 RECYCLING REBATE	48,511	45,000	25,000	35,000
11-3885 AB 939 ADMINISTRATION	50,965	50,970	50,970	50,970
12-3620 COMMUNITY DEVELOPMENT BLOCK GRANT	239,871	141,170	141,170	160,390
12-3621 COMMUNITY DEVELOPMENT BLOCK GRANT-R	0	0	0	0
13-3680 PROPOSITION "C" TRANSPORTATION	423,005	420,000	420,000	451,030
16-3680 PROPOSITION "R"	314,625	300,000	300,000	338,280
23-3680 PROPOSITION "A" TRANSPORTATION	508,254	500,000	500,000	543,750
27-3666 NEIGHBORHOOD PARK ACT	54,206	27,560	27,560	13,900
32-3874 USED OIL OPP GRANT	8,532	8,580	8,570	8,500
32-3875 USED OIL RECYCLING GRANT	0	0	0	0
33-3878 GENERAL RECYCLING GRANT	15,332	8,130	8,130	8,010
41-3800 WHA REIMBURSEMENT AGREEMENT	306,903	430,099	409,389	272,390
TOTAL REVENUE FROM OTHER AGENCIES	3,125,272	2,892,409	2,961,383	2,715,740

**CITY OF WALNUT
2015-16 REVENUE BUDGET**

ACCOUNT NUMBER AND DESCRIPTION	2013-14	2014-15		2015-16
	ACTUAL	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
<u>RESTRICTED FUNDS REVENUE (Continued)</u>				
OTHER REVENUES				
05-3820 MISCELLANEOUS INCOME	0	0	0	0
06-3160 PARK IN-LIEU FEES	0	0	0	0
25-3598 COMPUTER PURCHASE REIMBURSEMENT	51	0	0	0
25-3970 MISCELLANEOUS REIMBURSEMENT	92,269	0	0	0
TOTAL OTHER REVENUES	92,320	0	0	0
<u>TOTAL RESTRICTED FUNDS REVENUE</u>	5,826,590	5,310,959	5,283,143	5,033,290
TOTAL CITY OPERATING REVENUES	18,122,446	16,648,729	16,932,468	16,852,100

**CITY OF WALNUT
2015-16 REVENUE BUDGET**

ACCOUNT NUMBER AND DESCRIPTION	2013-14	2014-15		2015-16
	ACTUAL	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
<u>CAPITAL PROJECTS REVENUE</u>				
REVENUE FROM OTHER AGENCIES				
14-3630 SB 821 BIKEWAY	18,000	24,280	24,280	19,200
15-3517 LACMTA EXCHANGE	0	0	498,000	0
16-3680 PROPOSITION R	0	0	0	0
17-3619 FEDERAL STIMULUS GRANT	0	0	0	0
20-3868 3 OAKS REC FACILITY DEV. CONTRIBUTION	0	0	0	0
13-3680 PROPOSITION C	0	0	0	0
25-3820 MISCELLANEOUS REVENUE	0	0	0	0
41-3800 WHA REIMBURSEMENT AGREEMENT	0	0	0	0
TOTAL REVENUE FROM OTHER AGENCIES	18,000	24,280	522,280	19,200
<u>TOTAL CAPITAL PROJECTS REVENUE</u>	18,000	24,280	522,280	19,200
TOTAL REVENUE	18,140,446	16,673,009	17,454,748	16,871,300

**CITY OF WALNUT
2015-16 REVENUE BUDGET BY FUND**

ACCOUNT NUMBER AND DESCRIPTION		2013-14	2014-15		2015-16
		ACTUAL	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
01-3010	PROPERTY TAXES	5,995,275	5,900,000	6,100,000	6,220,000
01-3100	SALES & USE TAX	1,398,918	1,530,000	1,400,000	1,400,000
01-3110	PUBLIC SAFETY AUGMENTATION FUND	160,209	150,000	165,000	165,000
01-3120	FRANCHISE TAX	950,452	850,000	949,315	999,000
01-3130	BUSINESS LICENSE TAX	104,661	100,000	103,000	100,000
01-3140	REALTY STAMP TAX (DOC TRANSFER)	150,570	160,000	167,139	160,000
01-3150	DEVELOPMENT TAX	14,848	10,000	12,000	10,000
01-3200	PARKING PERMITS	3,900	3,500	3,500	3,500
01-3205	FILM PERMITS	0	0	500	0
01-3220	BUILDING & SAFETY - FULL PLAN CHECK	297,997	300,000	250,000	275,350
01-3230	BUILDING & SAFETY - STANDARD PLAN CHECK	0	0	33,750	0
01-3240	BUILDING & SAFETY - PERMITS	433,679	275,000	450,000	580,110
01-3250	GRADING & STREET PERMITS	4,370	10,000	7,500	7,500
01-3260	CONDITIONAL USE PERMITS	13,230	8,550	8,550	8,550
01-3270	STONG MOTION INSTRUM FEE	54	80	112	100
01-3271	STATE BLDG STD FUNDS	65	100	100	100
01-3272	DISABILITY ACCESS & EDUCATION FUND	1,140	300	1,062	1,000
01-3300	CODE FINES	279,757	140,000	42,000	40,000
01-3305	FALSE ALARM FINES	3,879	3,000	4,000	3,000
01-3311	IMPOUND SERVICE FEE	5,673	6,000	5,900	5,900
01-3400	INTEREST INCOME	224,525	100,000	100,000	75,000
01-3410	RENTAL OF CITY HALL OFFICES	1,920	1,920	1,920	1,920
01-3420	TELECOMMUNICATION LEASE	260,659	250,000	277,522	291,000
01-3500	STATE MOTOR VEHICLE IN-LIEU TAX	13,856	14,000	13,384	13,000
01-3510	STATE HOMEOWNERS EXEMPTION	10,266	7,000	9,700	9,700
01-3511	STATE HIGHWAY RENTAL FEES	264	200	336	330
01-3614	BSEP GRANT - BUS STOP PROGRAM	29,880	0	0	0
01-3641	TEEN CENTER EXCURSIONS	2,405	3,500	3,500	3,500
01-3642	TEEN CENTER SNACK BAR SALES-TAXABLE	15,524	13,500	13,500	13,500
01-3644	TEEN CENTER SPECIAL EVENTS	3,135	3,000	3,000	3,000
01-3645	TEEN CENTER MEMBERSHIP	9,000	9,000	12,550	9,000
01-3649	CAMP PROGRAMS	21,727	12,000	12,000	12,000
01-3651	SENIOR EXCURSIONS	50,090	45,000	45,000	45,000
01-3653	SENIOR BINGO DONATIONS	4,200	4,200	4,200	4,200
01-3654	SENIOR SPECIAL EVENTS	19,502	15,000	15,000	15,000
01-3655	SENIOR CLASSES	11,869	9,000	7,000	7,000
01-3667	TREE PLANTING GRANT PROGRAM	91,900	0	0	0
01-3690	SPECIAL EVENTS	15,657	16,000	16,000	16,000
01-3691	AQUATICS	202,600	143,000	143,000	66,820
01-3692	EXCURSIONS	54,846	58,800	58,800	58,800
01-3693	SPORTS LEAGUES	342,090	320,000	320,000	320,000
01-3694	RECREATION CLASSES	99,265	66,000	66,000	66,000
01-3695	BROCHURE ADVERTISING	2,750	2,750	2,750	2,750
01-3696	REFEREE SERVICE FEE	26,182	31,500	31,500	31,500
01-3697	REGISTRATION FEES	17,661	12,000	12,000	12,000
01-3700	SITE PLAN REVIEW FEES	93,094	80,000	80,000	80,000
01-3710	GENERAL PLAN AMENDMENTS	29,977	2,500	2,500	2,500
01-3730	VARIANCE APPLICATION FEES	0	1,890	0	0

**CITY OF WALNUT
2015-16 REVENUE BUDGET BY FUND**

ACCOUNT NUMBER AND DESCRIPTION		2013-14	2014-15		2015-16
		ACTUAL	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
01-3740	SALE OF MAPS & PUBLICATIONS	1,408	1,000	1,000	1,000
01-3745	INDUSTRIAL WASTE INSPECTION FEES	45,302	40,000	50,000	50,000
01-3750	PUBLIC WORKS INSPECTION FEES	52,004	75,000	75,000	75,000
01-3760	PUBLIC WORKS PLAN CHECKING FEES	26,128	25,000	25,000	25,000
01-3780	PARKS & RECREATION USE FEES	21,420	15,000	15,000	15,000
01-3783	GYM/TEEN FACILITY USE FEES	12,253	15,000	13,000	13,000
01-3790	SENIOR CENTER USE FEES	164	1,500	1,500	1,500
01-3791	ANIMAL LICENSE SALES	170,617	130,000	130,000	130,000
01-3795	CANDIDATE FILING FEES	100	0	0	0
01-3800	SA REIMBURSEMENT	254,100	250,000	250,000	250,000
01-3805	RISK MANAGEMENT CLAIMS REIMBURSEMENT	33,030	5,000	1,130	0
01-3810	WORKERS' COMP REIMBURSEMENT	0	0	0	0
01-3811	GENERAL LIABILITY CLAIMS REIMBURSEMENT	0	0	0	0
01-3819	WALNUT HISTORICAL BOOK	230	140	44	50
01-3820	MISCELLANEOUS REVENUES	32,236	2,000	20,000	10,000
01-3823	FLAG DONATIONS	0	0	0	0
01-3828	PASSPORT EXECUTION FEES	40,225	30,000	35,000	35,000
01-3833	METROLINK PASSES	0	0	0	0
01-3834	EZ PASSES	55	40	40	40
01-3835	BUS PASSES	1,879	1,800	1,800	1,800
01-3840	FAMILY FESTIVAL REVENUES	35,575	35,000	35,000	35,000
01-3845	FIREWORKS SHOW	687	0	510	0
01-3855	TEEN CENTER MISCELLANEOUS REVENUE	0	0	0	0
01-3856	TEEN CENTER DONATIONS	125	0	0	0
01-3870	APPEALS	2,118	0	0	0
01-3871	EASEMENT FEES	0	0	0	0
01-3872	STATE MANDATED COST REIMB	0	0	3,696	0
01-3873	MT. SAC PARKING METERS	3,054	5,000	3,000	3,000
01-3876	MT. SAC TICKET SALES REIMBURSEMENT	11,493	12,000	11,000	11,000
01-3900	SURPLUS PROPERTY SALE	4,719	0	0	0
01-3962	SEWER REIMBURSEMENT - GARTEL & FUERTE	5,231	6,000	5,230	6,000
01-3970	MISCELLANEOUS REIMBURSEMENT	68,188	20,000	17,785	17,790
TOTAL FUND 01		12,295,857	11,337,770	11,649,325	11,818,810
02-3400	INTEREST INCOME	4,949	500	500	500
02-3560	2107.5 GAS TAX	6,000	6,000	6,000	6,000
02-3565	2105 GAS TAX	220,112	156,900	199,439	186,590
02-3570	2106 GAS TAX	105,407	126,900	117,588	101,000
02-3580	2107 GAS TAX	235,461	192,790	272,284	255,100
02-3585	2103 GAS TAX	450,886	341,410	338,383	147,930
TOTAL FUND 02		1,022,814	824,500	934,194	697,120
04-3595	PROP 1B	0	0	0	0
TOTAL FUND 04		0	0	0	0
05-3310	VEHICLE CODE FINES	69,359	80,000	74,150	74,000
05-3330	VEHICLE CODE FINES - COUNTY	197,139	170,000	72,000	70,000
TOTAL FUND 05		266,498	250,000	146,150	144,000

**CITY OF WALNUT
2015-16 REVENUE BUDGET BY FUND**

ACCOUNT NUMBER AND DESCRIPTION	2013-14	2014-15		2015-16
	ACTUAL	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
06-3160 PARK IN-LIEU FEES	0	0	0	0
TOTAL FUND 06	0	0	0	0
07-3400 INTEREST INCOME	1,678	250	250	250
07-3515 COPS	100,000	100,000	100,000	100,000
TOTAL FUND 07	101,678	100,250	100,250	100,250
09-3400 INTEREST INCOME	1,287	500	500	500
09-3597 AIR QUALITY IMPROVEMENT	37,203	36,900	36,900	36,900
TOTAL FUND 09	38,490	37,400	37,400	37,400
10-3517 MTA GRANTS	0	0	0	0
TOTAL FUND 10	0	0	0	0
11-3880 RECYCLING REBATE	48,511	45,000	25,000	35,000
11-3885 AB 939 ADMINISTRATION	50,965	50,970	50,970	50,970
TOTAL FUND 11	99,476	95,970	75,970	85,970
12-3620 COMMUNITY DEVELOPMENT BLOCK GRANT	239,871	141,170	141,170	160,390
12-3621 COMMUNITY DEVELOPMENT BLOCK GRANT-R	0	0	0	0
TOTAL FUND 12	239,871	141,170	141,170	160,390
13-3400 INTEREST INCOME	12,528	5,000	5,000	5,000
13-3680 PROPOSITION "C" TRANSPORTATION	423,005	420,000	420,000	451,030
TOTAL FUND 13	435,533	425,000	425,000	456,030
14-3630 SB 821 BIKEWAY	18,000	24,280	24,280	19,200
TOTAL FUND 14	18,000	24,280	24,280	19,200
15-3517 LACMTA EXCHANGE	0	0	498,000	0
TOTAL FUND 15	0	0	498,000	0
16-3400 INTEREST INCOME	8,718	2,500	2,500	2,500
16-3680 PROPOSITION "R"	314,625	300,000	300,000	338,280
TOTAL FUND 16	323,343	302,500	302,500	340,780
17-3619 FEDERAL STIMULUS GRANT	0	0	0	0
TOTAL FUND 17	0	0	0	0
18-3181 L.O.S.M.D. ZONE 9	549,147	413,000	413,000	413,000
TOTAL FUND 18	549,147	413,000	413,000	413,000
19-3170 L.O.S.M.D.	1,730,030	1,725,800	1,725,800	1,725,800
TOTAL FUND 19	1,730,030	1,725,800	1,725,800	1,725,800
20-3868 3 OAKS REC FACILITY DEV. CONTRIBUTION	0	0	0	0
TOTAL FUND 20	0	0	0	0

**CITY OF WALNUT
2015-16 REVENUE BUDGET BY FUND**

ACCOUNT NUMBER AND DESCRIPTION	2013-14	2014-15		2015-16
	ACTUAL	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
23-3400 INTEREST INCOME	5,093	500	500	500
23-3680 PROPOSITION "A" TRANSPORTATION	508,254	500,000	500,000	543,750
TOTAL FUND 23	513,347	500,500	500,500	544,250
25-3598 COMPUTER PURCHASE REIMBURSEMENT	51	0	0	0
25-3820 MISCELLANEOUS REVENUE	0	0	0	0
25-3970 MISCELLANEOUS REIMBURSEMENT	92,269	0	0	0
TOTAL FUND 25	92,320	0	0	0
27-3666 NEIGHBORHOOD PARK ACT	54,206	27,560	27,560	13,900
TOTAL FUND 27	54,206	27,560	27,560	13,900
30-3400 INTEREST INCOME	0	0	0	0
TOTAL FUND 30	0	0	0	0
32-3874 USED OIL OPP GRANT	8,532	8,580	8,570	8,500
32-3875 USED OIL RECYCLING GRANT	0	0	0	0
TOTAL FUND 32	8,532	8,580	8,570	8,500
33-3878 GENERAL RECYCLING GRANT	15,332	8,130	8,130	8,010
TOTAL FUND 33	15,332	8,130	8,130	8,010
35-3400 INTEREST INCOME	2,055	500	500	500
35-3670 CABLE TV PEG FEES	27,016	20,000	27,060	25,000
TOTAL FUND 35	29,071	20,500	27,560	25,500
41-3800 WHA REIMBURSEMENT AGREEMENT	306,903	430,099	409,389	272,390
TOTAL FUND 41	306,903	430,099	409,389	272,390
TOTAL CITY REVENUES	18,140,446	16,673,009	17,454,748	16,871,300

CITY OF WALNUT
REVENUE ACCOUNT DETAIL

GENERAL FUND REVENUES

All general operations of the City are charged to the General Fund. All revenues which, by law, do not have to be placed in a separate fund, are deposited in the General Fund. All expenditures must be made pursuant to appropriations that lapse annually at the end of the fiscal year. All unexpended balances are transferred to the unappropriated reserve.

PROPERTY TAXES:

3010 Property Taxes

Provides for funds received from taxes applied to the assessed value of property in Walnut. Los Angeles County collects, and then distributes, a percentage of the funds collected. Beginning in 2004-05, additional property taxes are being received from the State, through the County, in-lieu of sales tax (1/4 of 1%) and vehicle licensing fees.

OTHER TAXES:

3100 Sales & Use Tax

Provides for funds received from sales and use taxes. Walnut merchants collect sales tax on retail sales and taxable services, and periodically remit it to the State Board of Equalization, who returns a portion to the City (3/4 of 1%, see 3010-Property Taxes).

3110 Public Safety Augmentation Fund

Provides for funds designated for public safety expenditures. These funds are received from the State and distributed by the County.

3120 Franchise Tax

Provides for funds received for special privileges granted by the City, permitting the continued use of public property, such as poles and lines for public utility use, trash collection, and the cable television franchise.

3130 Business License Tax

Provides for funds received from the issuance of business licenses to those doing business within the City.

3140 Realty Stamp Tax (Documentary Transfer)

Provides for one-half of the deed transfer tax collected by the County Recorder. The tax is levied at the rate of \$.55 per \$500 of the face value of the deed.

- 3150 **Development Tax**
Provides for funds collected from developer upon application to the city for a building permit, for construction of any such dwelling unit or addition or building to be used for commercial, manufacturing, or industrial purposes.

LICENSES & PERMITS:

- 3200 **Parking Permits**
Provides for funds received from fees charged for the issuance of annual or semi-annual parking permits for residents.
- 3205 **Film Permits**
Provides for funds received from fees charged for the issuance of permits for film and television production in Walnut.
- 3220 **Full Plan Check**
Provides for funds received from fees charged to developers and individuals submitting plans for code compliance by Building and Safety Inspectors.
- 3230 **Standard Plan Check**
Provides for funds received from fees charged to developers whose plans have been pre checked by Building and Safety Inspectors.
- 3240 **Building & Safety Permits**
Provides for funds received from fees charged for the issuance of building, plumbing, electrical, mechanical, demolition, and occupancy permits.
- 3250 **Grading, Street, Sewer, & Storm Drain Permits**
Provides for funds received from the issuance of permits by the City Engineer to contractors and builders.
- 3260 **Conditional Use Permits**
Provides for funds received from individuals who have been granted permission to use a specific area for a special purpose.
- 3270 **Strong Motion Implementation**
Provides for funds collected from an applicant for building permit assessed based on property valuation. The City retains 5% of the fees collected for administrative cost and seismic retrofit education; the City remits the balance to the Department of Conservation.
- 3271 **Standard Building Special Revolving Fund**
Provides for funds collected from an applicant for building permit assessed based on property valuation. The City retains 10% of the fees collected for administrative costs and for code enforcement education; the City remits the balance collected to California Building Standard Commission.

3272 Disability Access & Education Fund

Provides for funds collected under SB 1186, imposing a \$1.00 state fee on any applicant for a local business license/permit or a renewal.

FINES, FORFEITS, & PENALTIES:

3300 Code Fines

Provides for funds received from fines levied to individuals in violation of City ordinances or penal code violations, excluding parking violations.

3305 False Alarm

Provides for funds received from fines levied to individual or business for false alarms.

3311 Impound Service Fee

Provides for monies received for service charge for the release of stored and/or impounded vehicles.

USE OF MONEY & PROPERTY:

3400 Interest Income

Provides for funds received from interest earned on investments. Investment of funds is pursuant to local and State law.

3410 Rental of City Hall Offices

Provides for funds received from the rental of City Hall office space.

3420 Telecommunication Lease

Provides for funds received from the placement of cellular towers at City sites.

REVENUE FROM OTHER AGENCIES:

3500 State Motor Vehicle In-Lieu Tax

Provides for funds received from motor vehicle license fees collected by the State in-lieu of taxes of motor vehicles. The majority of these funds are now received as Property Taxes.

3510 State Homeowners Exemption

Provides for funds received as replacement for state homeowner's exemption for property taxes.

- 3511 **State Highway Rental Fees**
Provides for funds received by the state for state-owned property in the City intended for transportation purposes, but being leased in the interim. The City gets 24% of the rental fees collected, received annually with property taxes.
- 3520 **Vehicle License Fee (VLF) Subvention**
Provides for funds received from the Assembly Bill (AB) 1197 restoration of the VLF subvention to "no tax" and "low tax" cities.
- 3550 **Off-Highway License Tax**
Provides for funds received from the state, collected in-lieu of taxes on off-highway vehicles.
- 3555 **Asset Forfeiture**
Provides for funds received from the state, collected through asset forfeiture.
- 3559 **CDBG transfer**
Provides for funds received from the exchange of the CDBG unallocated balance to the general fund.
- 3616 **OTS – Seat Belt Grant**
Provides for funds received from the Office of Traffic Safety to undergo enforcement of automobile passenger seat belt usage.

RECREATION SERVICES:

- 3641 **Teen Center Excursions**
Provides for funds received from fees charged for recreational excursions offered by the City's Teen Center.
- 3642 **Teen Center Snack Bar Sales**
Provides for funds received from sales of food and beverages at the City's Teen Center. These sales are subject to collection of sales tax.
- 3644 **Teen Center Special Events**
Provides for funds received from fees charged for special recreational events offered by the City's Teen Center.
- 3645 **Teen Center Membership**
Provides for funds received from membership fees.
- 3649 **Camp Programs**
Provides for funds received from fees charged for Camp Crowdad programs.

- 3651 **Senior Excursions**
Provides for funds received from fees charged for recreational excursions offered by the City's Senior Citizens Center.
- 3653 **Senior Bingo Donations**
Provides for funds received from the Senior Club as a donation towards covering expenses of Bingo operations at the City's Senior Citizens Center.
- 3654 **Senior Special Events**
Provides for funds received from fees charged for special recreational events offered by the City's Senior Citizens Center.
- 3690 **Special Events**
Provides for funds received from fees charged for special recreational events.
- 3691 **Aquatics**
Provides for funds received from fees charged for aquatic recreational activities offered by the City.
- 3692 **Excursions**
Provides for funds received from fees charged for recreational excursions.
- 3693 **Sports Leagues**
Provides for funds received from fees charged for recreational sports activities.
- 3694 **Recreation Classes**
Provides for funds received from fees charged for recreational leisure classes.
- 3695 **Brochure Advertising**
Provides for funds received from fees charged to individuals and organizations that advertise in the City's Recreation Brochure.
- 3696 **Referee Services fee**
Provides for funds received from sport leagues for referee services.
- 3697 **Registration Fees**
Provides for funds received from a \$3.00 fee charged for recreation activity registration.

CHARGES FOR CURRENT SERVICES:

- 3700 **Site Plan Review Fees**
Provides for funds received from fees charged for the review of compliance with zoning regulations.

- 3730 **Variance Application Fees**
Provides for funds received from fees charged to applicants wishing to vary from the standards of zoning ordinance requirements.
- 3740 **Sales of Maps & Publications**
Provides for funds received from the sale of various maps, publications, photocopies, and copies of videotapes.
- 3745 **Industrial Waste Inspection Fees**
Provides for funds received from fees charged for industrial waste inspections by the county.
- 3750 **Public Works Inspection Fees**
Provides for funds received from fees charged for public works inspection services by the City Engineer. (i.e. street, curb, gutter, and sewer inspections)
- 3760 **Plan Checking Fees**
Provides for funds received from fees charged for plan checks on public improvements, by the City Engineer.
- 3780 **Park & Recreation Use Fees**
Provides for funds received from fees charged for the use of Park and Recreation facilities for private and organized recreational activities.
- 3783 **Gymnasium/Teen Center Facility Use Fees**
Provides for funds received from fees charged for the use of the Gym/Teen Center.
- 3790 **Senior Center Use Fees**
Provides for funds received from fees charged for the use of the Senior Center.
- 3791 **Animal License Sales**
Provides for funds received from fees charged for the issuance of dog licenses from the Los Angeles County Department of Animal Care and Control.
- 3795 **Candidate Filing Fees**
Provides for funds received from a \$25 processing fee required of all persons wishing to run for City Council, paid at the time of submitting their candidate filing paperwork.

OTHER REVENUES:

- 3800 **Successor Agency Reimbursement**
Provides for funds received for administration from the Property tax allocated to the Successor Agency.

- 3805 **Risk Management Claims Reimbursement**
Provides for funds received as reimbursements to the City for insurance claims, accidents, and other settlements.
- 3811 **General Liability Reimbursement**
Provides for funds received as reimbursements to the City for insurance claims, accidents, and other settlements.
- 3819 **Walnut Historical Book**
Provides for funds received for the sale of Walnut Historical Books.
- 3820 **Miscellaneous Revenues**
Provides for funds received as a result of miscellaneous activities, including fees charged by the City for checks returned by our bank for non-sufficient funds and fees charged as overhead for services provided by the City (charged at 20%).
- 3823 **Flag Donations**
Provides for funds received from individuals and organizations as donations for the purchase of flags for the City.
- 3824 **S.T.A.R. Donations**
Provides for funds received as contributions and donations for the **Success Through Awareness & Resistance Program**.
- 3828 **Passport Execution Fees**
Provides for funds received for processing Passport applications.
- 3833 **Metrolink Passes**
Provides for funds received from Metrolink pass sales.
- 3834 **EZ Passes**
Provides for funds received from EZ Pass sales.
- 3835 **Bus Passes**
Provides for funds received from a 3% commission on the sale of monthly bus passes for Foothill Transit.
- 3840 **Family Festival Revenues**
Provides for funds received as contributions for the Parade, and from fees charged for Family Festival booth applications for food, arts & crafts, games, and information booths.
- 3855 **Teen Center Miscellaneous Revenue**
Provides for miscellaneous funds received at the Teen Center.

- 3870 **Appeals**
Provides for funds received from individuals who wish to appeal the actions of the Planning Director to the Planning Commission; or of the Planning Commission to the City Council.
- 3872 **State Mandated Cost Reimbursement**
Provides for funds received from the State Controller's Office for reimbursement of cost incurred to implement state mandated cost programs.
- 3873 **Mt. SAC Parking Meters**
Provides for funds received from the Mt. San Antonio College parking meters.
- 3876 **Mt. Sac Ticket Sales Reimbursement**
Provides for funds received from the Mt. San Antonio College Performing Arts Theater.
- 3900 **Surplus Property Sale**
Provides for funds received from the sale of surplus City property.
- 3960 **Sewer Reimbursement**
Provides for funds received as reimbursement from property owners for hook-up to the sanitary sewer.
- 3962 **Sewer Reimbursement/Gartel and Fuerte**
Provides for funds received as reimbursement from property owners for hook-up to the sanitary sewer on Gartel Drive and Fuerte Drive.
- 3970 **Miscellaneous Reimbursement**
Provides for funds received as reimbursement for miscellaneous activities.

RESTRICTED FUNDS REVENUE

ASSESSMENTS:

- 18-3181 **LOSMD Zone 9 District Assessment**
Provides for funds received from the County, collected and distributed from assessment levied by the City to the residents of Three Oaks, who have property maintained by the City.
- 19-3170 **District Assessments (LOSMD)**
Provides for funds received from the County, collected and distributed from assessments levied by the City to residents who have property maintained by the City.

OTHER TAXES:

35-3670 **Cable Television Program Fees**

Provides for funds received from franchise fees from cable television

FINES, FORFEITS & PENALTIES:

05-3310 **Vehicle Code Fines**

Provides for funds received from fines levied on the issuance of parking citations.

05-3330 **Vehicle Code Fines/County**

Provides for funds received from the County, collected from assessments made by the municipal courts, in accordance with the vehicle code for fines and forfeitures. These funds are placed in a special revenue fund for financing law enforcement expenditures.

USE OF MONEY & PROPERTY:

02-3400 **Interest Income**

Provides for funds received from interest earned on gas tax revenues.

07-3400 **Interest Income**

Provides for funds received from interest earned on COPS/Citizen Options Public Safety funds.

09-3400 **Interest Income**

Provides for funds received from interest earned on air quality improvement funds.

13-3400 **Interest Income**

Provides for funds received from interest earned on Proposition "C" funds.

16-3400 **Prop R Interest Income**

Provides for funds received from interest earned on Prop "R" funds.

23-3400 **Interest Income**

Provides for funds received from interest earned on Proposition "A" funds.

35-3400 **Interest Income**

Provides for funds received from interest earned on Cable TV - Education funds.

REVENUE FROM OTHER AGENCIES:

- 02-3560 **2107.5 Gas Tax**
Provides for funds received from the State, collected from the sale of gasoline. These funds may only be expended for administrative and engineering expenses on select or minor street construction and maintenance.
- 02-3565 **2105 Gas Tax**
Provides for funds received from the State, collected from the sale of gasoline. These funds are allocated to the City on a per capita basis for maintenance or construction on any City street.
- 02-3570 **2106 Gas Tax**
Provides for funds received from the State, collected from the sale of gasoline. These funds must be expended for select system street construction or maintenance.
- 02-3580 **2107 Gas Tax**
Provides for funds received from the State, collected from the sale of gasoline. These funds are allocated to the City on a per capita basis for maintenance or construction on any City street.
- 02-3585 **2103 Gas Tax**
Provides for funds received from the State, collected from the sale of gasoline. These funds are allocated to the City on a per capita basis for maintenance or construction of any City street.
- 07-3515 **Citizen's Options for Public Safety (COPS)**
In July 1996, Assembly Bill 3229 established the distribution of funds to local agencies on a per capita basis for the purpose of providing funding for first-line law enforcement services.
- 09-3597 **Air Quality Improvement**
Provides for funds received through the State Department of Motor Vehicles, in accordance with Assembly Bill 2766, designated for air quality improvement projects.
- 11-3880 **Recycling Rebate**
Provides for funds received for the City's share of profits from the sale of recycled material collected from Walnut's curbside recycling program.
- 11-3885 **Assembly Bill (AB) 939 Administration**
Provides for funds received as part of the refuse bill to fund the City's source reduction and recycling programs.
- 12-3620 **Community Development Block Grant**
Provides for funds received for economic studies and the development of the City's blighted area.

- 13-3680 **Proposition C Transportation**
Provides for funds collected from sales taxes. Los Angeles County distributes these funds to local cities for the purpose of transportation development.
- 14-3630 **Senate Bill 821 (Bikeway Grants)**
Provides for funds received from the State, for the construction of bikeways, handicap ramps, and pedestrian facilities.
- 16-3680 **Proposition R**
Provides for City's portion to the half-cent sales tax approved in Los Angeles County for transportation projects.
- 17-3619 **Federal Stimulus Grant**
Provides for the federal monies received through Caltrans from the American Recovery and Reinvestment Act of 2009, to be used for authorized projects.
- 23-3680 **Proposition A Transportation**
Provides for funds collected from sales taxes. Los Angeles County distributes these funds to local cities for the purpose of transportation development.
- 27-3666 **Neighborhood Park Act**
Provides for funds received from the County, in accordance with the LA County Safe Neighborhood Parks Act of 1992.
- 32-3875 **Used-Oil Recycling Grant**
Provides for funds received from Cal Recycle as a reimbursement for the City's expenses related to the Used Oil Recycling Program.
- 33-3878 **Recycling Grant**
Provides for State of California grant funds to be used for recycling and waste reduction program.
- 41-3800 **WHA Project Account**
Provides for funds received from the Walnut Housing Authority as a reimbursement to the City, which acts as the lead agency. (See WHA project budget)

OTHER REVENUES:

- 05-3820 **Miscellaneous Income**
Provided for funds received as reimbursement to the City for bank charges imposed due to non-sufficient fund checks received in payment of citations.
- 06-3160 **Park In-Lieu Fees**
Provides for funds received in-lieu of park land dedication.

CAPITAL PROJECTS REVENUE

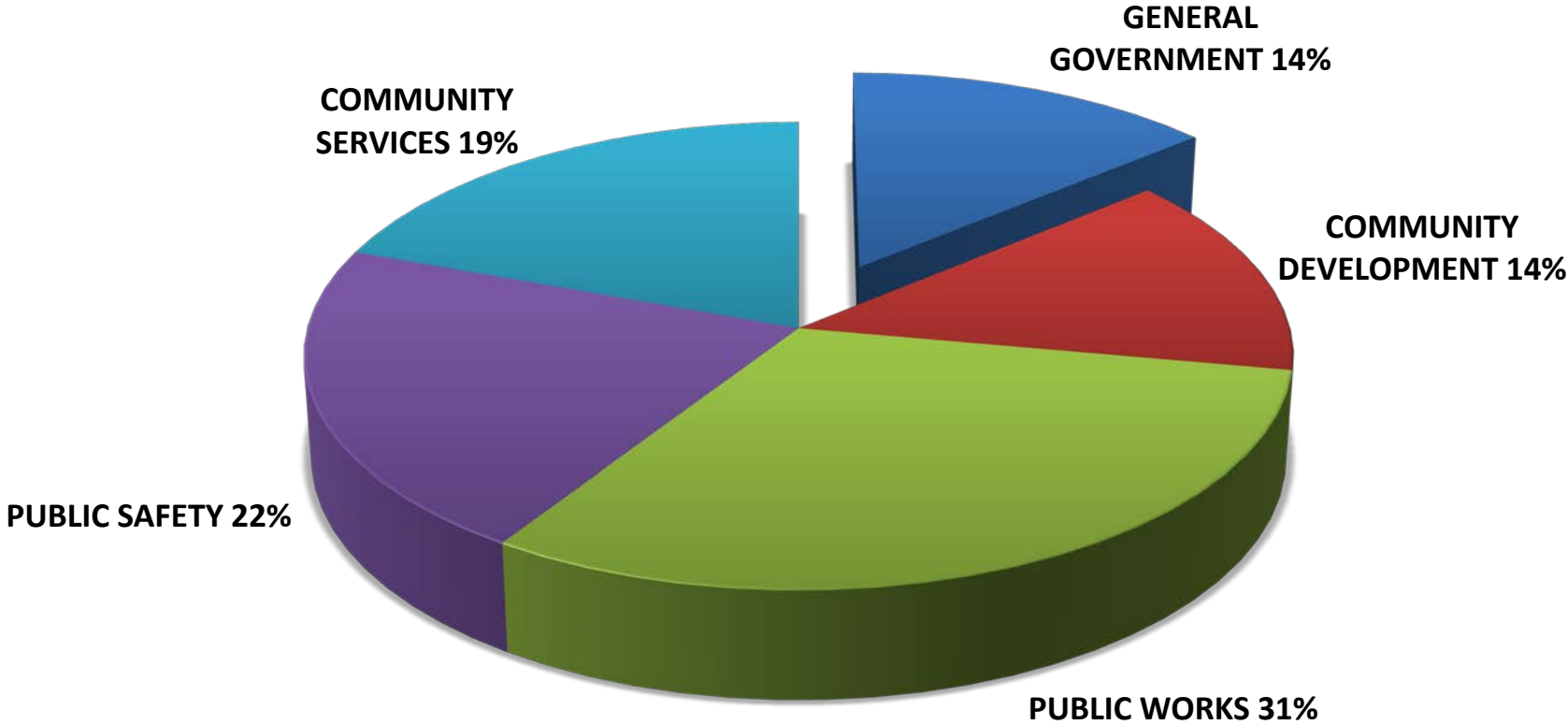
REVENUE FROM OTHER AGENCIES:

- 14-3630 **Senate Bill 821 (Bikeway Grants)**
Provides for funds received from the State, for the construction of bikeways, handicap ramps, and pedestrian facilities.
- 20-3868 **Three Oaks Facility Developer Contribution**
Provides for contributions received from the developer for the construction of the Three Oaks Community Center.
- 25-3820 **Miscellaneous Income**
Provides for funds received as reimbursement to the City for capital projects.
- 40-3010 **Successor Agency Property Tax**
Provides for property tax funds received from the County for the Successor Agency to retire debt of the Redevelopment Agency.
- 41-3800 **WHA Project Account**
Provides for funds received from the Walnut Housing Authority as a reimbursement to the City, which acts as the lead agency. (See WHA project budget and WHA capital projects budget)



General Government

GENERAL GOVERNMENT FISCAL YEAR 2015-16



**Total General Government Budget
\$2,382,900**

CITY OF WALNUT
GENERAL GOVERNMENT
PROGRAM GOALS & PERFORMANCE MEASURES

General Government includes the following sub-programs: City Council, City Manager, Personnel, Risk Management, City Clerk, Elections, City Treasurer, Finance, Computer Services, City Attorney, Administrative Services, Community Promotions, Cable TV Administration, Public Relations and Cable TV Education. While implementing several new projects and programs in the coming year, staff will work to meet various aspects of the City's Mission Statement to "...exceed expectations of the people of Walnut. We collaborate with the community to enhance our civic pride."

In 2015-16, the General Government Program will work to achieve the following goals:

1. The City will engage the Walnut community via our Social Media sites, newly developed website, and Walnut mobile app. These outreach tools will allow the City to keep residents informed of City events, projects, public safety matters, and allow for residents to communicate to the City any concerns or questions. These tools will also be used to promote the City, schools and community.
2. The City will provide training opportunities for staff on a monthly basis to further enhance the strengths of the City's workforce. In addition, the City will continue to foster teamwork and morale among employees through the City of Walnut's annual Employee Service Recognition Event and various charity events and fundraisers.
3. The City will continue to seek resident and student involvement in their community through the City's Volunteer Internship Program. In addition, the City will continue to host Student Government Days, welcome visitors from other cities and countries, and conduct tours and informative lectures/workshops at City Hall.
4. The City will continue its commitment to keeping residents informed of events, projects, and issues affecting the community through monthly email blasts to residents, press releases, and the City's cable programming. Programming will continue to include City Council Meetings, business profile segments, and features of City recreation classes.
5. The City will continue to host annual events for Walnut residents including Family Festival and National Night Out, and will continue to hold City Council meetings, study sessions, and workshops.
6. Educate Walnut's residents by providing outreach on the importance of voter registration to increase the number of registered voters in the City.

In **2014-15**, the General Government Program worked to achieve the following goals:

1. The City provided training opportunities for staff in the areas of customer services, first aid and CPR, computer applications, and legally mandated workshops to further enhance the strengths of the City's workforce. In addition, the City will continue to foster teamwork and morale among employees through the City of Walnut's annual Employee Service Recognition Event.

Performance Measure: City staff received training in customer service, legally mandated harassment and discrimination training, computer applications, first aid and CPR, and emergency preparedness. The City's annual Employee Service Awards was held on December 18, 2014. The City also continued to distribute a monthly employee newsletter to highlight staff accomplishments and achievements.

2. The City will continue to seek resident and student involvement in their community through the City's Volunteer Internship Program. In addition, the City will continue to host Student Government Days, welcome visitors from other cities and countries, and conduct tours and informative lectures at City Hall.

Performance Measure: Students from local Walnut schools participated in student government day at City Hall. In addition the City has had over 10 student volunteers participating in the City's Volunteer Intern Program.

3. The City will continue its commitment to keeping residents informed of events, projects, and issues affecting the community through the City's cable programming. Programming will continue to include City Council Meetings, business profile segments, local sports programming, and segments on distinguished residents.

Performance Measure: The City continued to inform residents of local news and events through the City's cable T.V. programming, City website, and City brochures. In addition, the Recreation Brochure is now available online to residents in an effort to reduce paper use. City Council meetings continue to be recorded and broadcasted to residents.

4. The City will continue to host annual events for Walnut residents, including Family Festival and National Night Out events, and will continue to hold City Council meetings, study sessions, and workshops.

Performance Measure: The City hosted its annual Family Festival in October 2014 and National Night Out in August 2014. The City also hosted City Council Meetings, study sessions, and workshop to discuss items of importance to the City.

**General Government
Measurable Outputs**

Output	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
Volunteer Internship Participant Hours	550 Hours	550 Hours	600 Hours	580 Hours	550 Hours
Number of Cable Programs	15	5	5	5	5
Employee participation in training and education programs	50	40	40	50	50
Number participants subscribed to Online Newsletter	990	1,500	1,600	2,700	2,700
Employees in Education Enhancement Program	5	4	3	3	2
Employees attending Annual Service Awards Event	90	50	50	40	45
Number of City Council Meetings	22	20	22	22	22
Number of City Council Study Sessions	12	7	6	10	10

**FY 2015-16
General Government
Goals and Relationship to the Mission Statement**

In **FY 2015-16**, the General Government Department has identified five major goals:

1. Provide monthly information about City and other local non-profit community events and services through email blasts to online subscribers.
2. Re-design City website as a tool to disseminate information to residents, increase agency transparency by providing access to view and research City contracts and other records, and use as a tool for day-to-day transactions.
3. Recognize employees throughout the year to increase employee morale.
4. Provide monthly trainings through California Joint Powers Insurance Authority (CJPIA) and other professional organizations and provide education enhancement opportunities to City employees.
5. Continue and increase environmentally friendly office procedures.

The general services function of the City of Walnut will exceed expectations, collaborate, and enhance civic pride in FY 2015-16 with the five identified major goals by; continuing to encourage open discussion with monthly email blasts to all online subscribers informing them of City and other local non-profit organizations' events and services; preparing Walnut for the future and providing clear directions for people using our services with a more effective and user friendly website providing a modern design, increased agency transparency, and tools for daily transactions; building teamwork among employees by recognizing achievements through quarterly functions in addition to the annual Employee Service Awards event; striving to be educated and well informed by providing monthly employee trainings through CJPIA on OSHA mandated procedures, safety, ergonomics, and other areas reducing risk within the City as a whole; seeking new cost efficiencies and helping the environment by implementing additional green office procedures to lessen the output of paper and other non-environmentally friendly items.

**CITY OF WALNUT
PROGRAM SUMMARY
GENERAL GOVERNMENT**

	2013-14		2014-15		2015-16
	ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
PERSONNEL EXPENSE	1,222,258	1,283,860	1,312,255	1,307,567	1,347,320
OPERATIONS EXPENSE	852,584	820,070	829,776	844,942	990,580
TOTAL OPERATING EXPENSE	2,074,842	2,103,930	2,142,031	2,152,509	2,337,900
CAPITAL	21,802	45,000	44,534	45,000	45,000
PROGRAM TOTAL	2,096,644	2,148,930	2,186,565	2,197,509	2,382,900
TOTAL FULL-TIME EMPLOYEES	10.05	9.03	9.03	9.03	8.83
 SUB-PROGRAMS:					
			PAGE		
CITY COUNCIL	01-4000		48		
CITY MANAGER	01-4100		52		
PERSONNEL	01-4200		54		
RISK MANAGEMENT	01-4201		58		
CITY CLERK	01-4300		60		
ELECTIONS	01-4301		64		
CITY TREASURER	01-4400		66		
FINANCE	01-4500		68		
COMPUTER SERVICES	01-4502		72		
CITY ATTORNEY	01-4600		76		
ADMINISTRATIVE SERVICES	01-4700		78		
COMMUNITY PROMOTIONS	01-4800		82		
CABLE TELEVISION ADMINISTRATION	01-4900		84		
CABLE TELEVISION EQUIPMENT	35-4900		88		
OPEB	51-4200		90		

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: CITY COUNCIL

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16	
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE APPROVED BUDGET	
PERSONNEL						
01-4000-5101	REGULAR SALARIES	27,302	18,000	18,000	18,000	
01-4000-5102	REGULAR PART-TIME SALARIES	0	0	0	22,010	
01-4000-5105	HEALTH & LIFE INSURANCE	43,388	42,000	42,000	48,750	
01-4000-5107	WORKERS' COMPENSATION	1,003	590	590	1,100	
01-4000-5108	PERS	5,034	3,590	3,590	4,250	
01-4000-5110	MEDICARE	622	1,090	1,090	1,410	
	TOTAL PERSONNEL	77,350	65,270	65,270	95,520	
OPERATIONS						
01-4000-6101	CONFERENCE-CARTAGENA	3,751	0	0	0	
01-4000-6102	CONFERENCE-PACHECO	4,374	0	0	0	
01-4000-6103	CONFERENCE-CHING	2,291	0	0	0	
01-4000-6104	CONFERENCE-SU	4,461	0	0	0	
01-4000-6105	CONFERENCE-TRAGARZ	2,987	0	0	0	
01-4000-6201	CONFERENCE & MEETINGS	0	30,000	30,000	30,000	
01-4000-6205	OFFICE SUPPLIES	2,116	2,000	2,000	2,000	
01-4000-6215	VEHICLE ALLOWANCE	14,750	15,000	15,000	15,000	
01-4000-6253	TELEPHONE	3,969	5,000	5,000	5,000	
01-4000-6256	EQUIPMENT USAGE	600	0	0	610	
01-4000-6265	COMPUTER USAGE	3,030	0	0	3,070	
	TOTAL OPERATIONS	42,330	52,000	52,000	55,680	
CAPITAL						
	TOTAL CAPITAL	0	0	0	0	
	SUB-PROGRAM TOTAL	119,679	117,270	117,270	151,200	
FUNDING SOURCE: GENERAL		F/T EMPLOYEES	0.50	0.00	0.00	0.00

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
CITY COUNCIL (4000)

The Walnut City Council serves as the legislative and policy making body of the City, enacting all laws and establishing priorities and direction for the City through the development of policies and adoption of ordinances and resolutions. In the interest of the community, the City Council translates the attitude and demands of the citizens into municipal action, while providing the desired levels of service as efficiently and effectively as possible.

PERSONNEL:

5101 **Regular Salaries**

City Council - 5 Members

Compensation for the City Council is authorized by Section 36516(B) of the Government Code and City Ordinance No. 345. Council members are currently compensated at \$300 per month.

5102 **Regular Part-Time Employees**

Provides for compensation for assistance to the City Council (50% in 01-4300).

5105 - 5111 See Appendix

OPERATIONS:

6101 **Conference - Cartagena**

Provided for attendance at conferences, meetings, and for miscellaneous travel expenses.

6102 **Conference - Pacheco**

Provided for attendance at conferences, meetings, and for miscellaneous travel expenses.

6103 **Conference - Ching**

Provided for attendance at conferences, meetings, and for miscellaneous travel expenses.

6104 **Conference - Su**

Provided for attendance at conferences, meetings, and for miscellaneous travel expenses.

6105 **Conference - Tragarz**

Provided for attendance at conferences, meetings, and for miscellaneous travel expenses.

6201 **Conference & Meetings**

Provides for attendance at conferences and meetings, legislative seminar meetings, the California Contract Cities Association Annual Conference, the League of California Cities Annual Conference, and Chamber of Commerce functions. Also provides for miscellaneous travel expenses and, expenses for attendance at other meetings.

6205 **Office Supplies**

Provides for miscellaneous supplies for council presentation frames, certificates, council badges, certificates, etc.

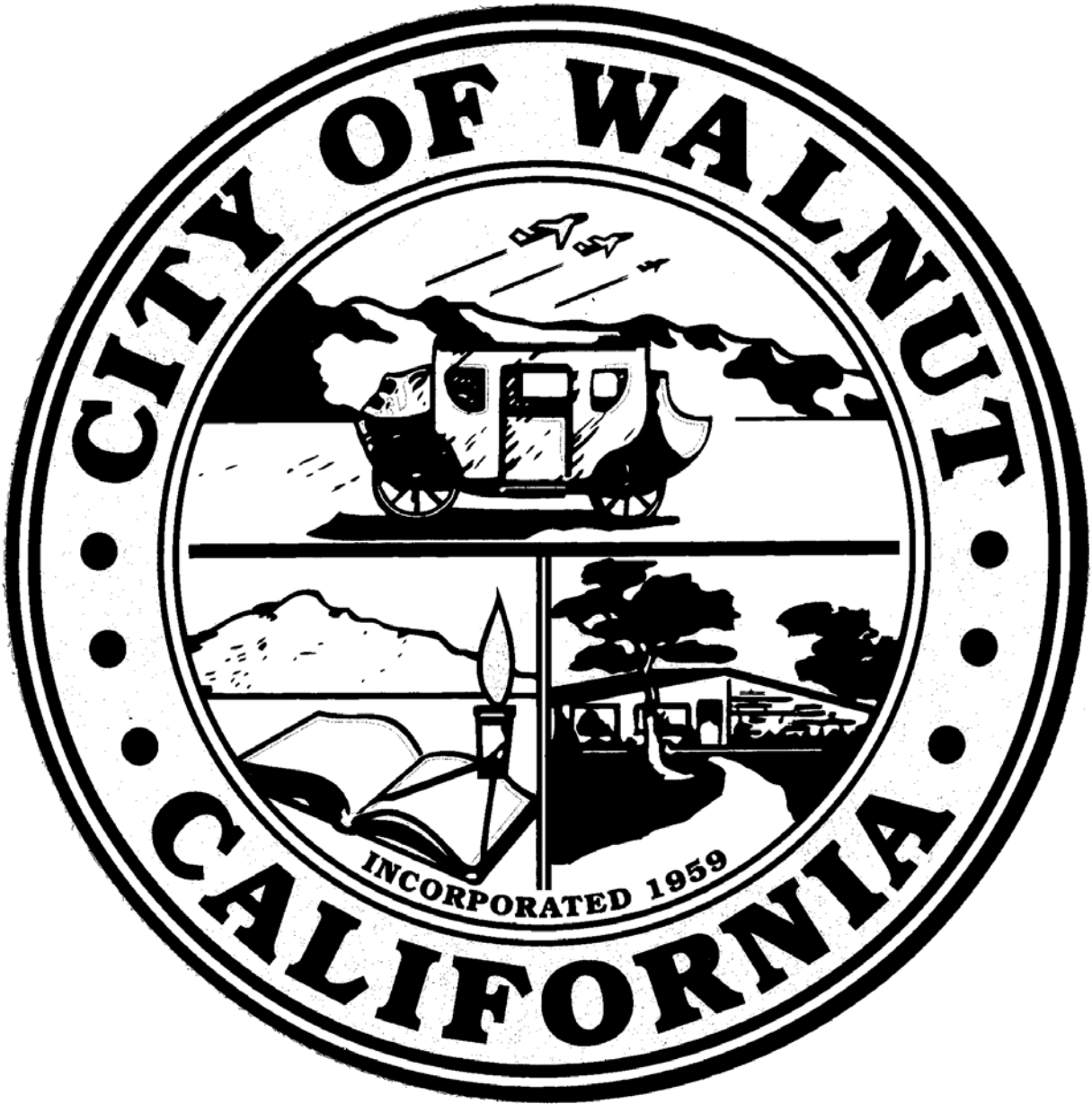
6215 **Vehicle Allowance**

Provides for vehicle allowance for the Council members.

6253 **Telephone**

Provides for cell phones for Council members. These units require airtime for updates and email.

6256 - 6265 See Appendix



**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: CITY MANAGER

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
PERSONNEL						
01-4100-5101	REGULAR SALARIES	119,184	124,670	124,670	125,255	127,150
01-4100-5105	HEALTH & LIFE INSURANCE	10,303	10,260	10,260	10,314	10,260
01-4100-5107	WORKERS' COMPENSATION	1,858	1,920	1,920	1,862	2,210
01-4100-5108	PERS	23,410	25,860	25,860	25,054	19,770
01-4100-5110	MEDICARE	2,038	1,980	1,980	1,933	2,030
01-4100-5111	SICK LEAVE/VACATION BUYBACK	15,883	11,350	7,150	7,148	12,150
	TOTAL PERSONNEL	172,677	176,040	171,840	171,566	173,570
OPERATIONS						
01-4100-6201	CONFERENCE & MEETING	11,288	6,000	6,000	6,000	6,000
01-4100-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	0	200	200	200	200
01-4100-6208	VEHICLE OPERATIONS	5,892	6,000	6,000	6,000	6,000
01-4100-6215	VEHICLE/CELL ALLOWANCE	362	480	480	482	360
01-4100-6256	EQUIPMENT USAGE	720	760	760	760	730
01-4100-6265	COMPUTER USAGE	3,630	3,730	3,730	3,730	3,680
	TOTAL OPERATIONS	21,892	17,170	17,170	17,172	16,970
CAPITAL						
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	194,569	193,210	189,010	188,738	190,540
FUNDING SOURCE: GENERAL	F/T EMPLOYEES	0.60	0.60	0.60	0.60	0.60

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
CITY MANAGER (4100)

The Department of the City Manager provides for the effective implementation of the City Council's policies and priorities. Primary functions in this department include: presenting recommendations and information to the City Council to enable them to make decisions on matters of policy, advising the City Council regarding the financial condition and future needs of the City, serving as liaison between the City, community organizations and citizens, and managing the overall operations of City departments and contracted agencies.

PERSONNEL:

5101 **Regular Salaries**

City Manager - 60%

Responsible for implementing policies of the City Council and the enforcement of City laws. As administrative head of the City government, hires all employees, directs City activities, prepares reports, makes recommendations to City Council and Commissions, and represents the City at official meetings and functions. (15% in 01-5901, 25% in 41-5800)

5105 - 5111 See Appendix

OPERATIONS:

6201 **Conference & Meeting**

Provides for the attendance of the City Manager to the following conferences and meetings: San Gabriel Valley Association of City Managers meeting, Chamber of Commerce functions, League of California Cities Conference, Contract Cities Annual Conference, legislative hearings and other meetings as necessary.

6203 **Membership, Dues, Subscriptions, Books, Fees**

Provides for the memberships in the San Gabriel Valley City Managers' Association, and various publications.

6208 **Vehicle Operations**

Provides 85% of the operational costs for gasoline, oil, tires, batteries, parts and repairs of the City Manager's vehicle (GMC Acadia 1088861).

6215 **Vehicle/Cell Allowance**

Provides for a cell phone stipend for the City Manager that is distributed the same as payroll.

6256 - 6265 See Appendix

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: PERSONNEL

APPROPRIATION DETAIL					
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16
		ACTUAL	BUDGET	REVISED BUDGET ESTIMATE	APPROVED BUDGET
PERSONNEL					
01-4200-5101	REGULAR SALARIES	33,012	37,570	37,835	40,240
01-4200-5102	REGULAR PART-TIME SALARIES	27,845	13,800	20,640	0
01-4200-5105	HEALTH & LIFE INSURANCE	7,947	6,750	7,765	6,750
01-4200-5106	DISABILITY INSURANCE	(831)	0	0	0
01-4200-5107	WORKERS' COMPENSATION	1,086	790	870	700
01-4200-5108	PERS	8,810	8,760	10,233	6,280
01-4200-5109	UNEMPLOYMENT INSURANCE	8,830	3,000	3,000	1,500
01-4200-5110	MEDICARE	931	780	833	610
01-4200-5111	SICK LEAVE/VAC BUYBACK	652	1,460	0	80
	TOTAL PERSONNEL	88,282	72,910	81,176	56,160
OPERATIONS					
01-4200-6201	CONFERENCE & MEETINGS	97	1,500	1,500	1,500
01-4200-6202	TRAINING	4,776	5,000	9,800	5,000
01-4200-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	2,759	3,500	4,200	4,200
01-4200-6206	ADVERTISING	1,328	1,000	1,152	2,000
01-4200-6209	SURETY BONDS	834	900	900	900
01-4200-6211	EDUCATION REIMBURSEMENT	2,408	10,000	3,430	6,000
01-4200-6215	VEHICLE/CELL ALLOWANCE	1,206	1,200	1,206	1,600
01-4200-6216	PROFESSIONAL SERVICES	903	1,000	750	1,000
01-4200-6218	SPECIAL LEGAL FEES	1,368	0	0	5,000
01-4200-6236	PHYSICALS/BACKGROUNDS	794	500	998	1,000
01-4200-6256	EQUIPMENT USAGE	600	630	630	610
01-4200-6265	COMPUTER USAGE	3,030	3,110	3,110	3,070
01-4200-6271	SERVICE/RECOGNITION/AWARDS	7,450	1,500	1,920	1,500
	TOTAL OPERATIONS	27,552	29,840	29,596	33,380
CAPITAL					
	TOTAL CAPITAL	0	0	0	0
	SUB-PROGRAM TOTAL	115,834	102,750	110,772	89,540
FUNDING SOURCE: GENERAL					
	F/T EMPLOYEES	0.50	0.50	0.50	0.50

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
PERSONNEL (4200)

The Personnel Department provides for the management of all personnel services to City Departments and to acquire a highly trained and well-compensated work force. Primary functions include the development, modification and management of all employee recruitments, classifications, compensation and benefit administration, education/training, employee relations, labor negotiations, and tracking of leave such as FMLA, CFRA, and PDL.

PERSONNEL:

5101 **Regular Salaries**

Senior Management Analyst/Public Information Officer – 50%

Responsible for management of all personnel and risk management services to City Departments. (50% in 01-4900)

5105 - 5108 See Appendix

5109 **Unemployment Insurance**

Provides for claims against the City of Walnut by former employees seeking unemployment compensation.

5110 - 5111 See Appendix

OPERATIONS:

6201 **Conference & Meeting**

Provides for the Senior Management Analyst to attend the California Joint Powers Insurance Authority (CJPIA) Human Resources Academy in April and three CALPELRA Labor Relations Academies in September.

6202 **Training**

Provides for training for all city employees (full-time and part-time) in all departments, including computer training and notary training.

6203 **Membership, Dues, Subscriptions, Books, Fees**

Provides for membership to Liebert Cassidy Whitmore (LCW) Labor Relations Consortium and the LCW Law Library, California Public Employers Labor Relations Association (CALPELRA), Southern California Public Management Association, Human Resources (SCPMA-HR), and Labor Law postings for all city facilities.

- 6206 **Advertising**
Provides for the cost of advertising job bulletins for all city positions when necessary. Advertising consists of local newspapers, Internet, and specific field and trade publications.
- 6209 **Surety Bonds**
Provides for city insurance (surety bonds) protection, a blanket bond for all city employees and City officials.
- 6211 **Education Reimbursement**
Provides for educational enhancement program costs.
- 6215 **Vehicle Allowance/Cell**
Provides for a vehicle allowance for the Senior Management Analyst that is distributed the same as payroll.
- 6216 **Professional Services**
Provides consultant services for personnel related items, including investigations and interview oral board panels. Also provides for counseling of employees for fit for duty and crisis counseling.
- 6218 **Special Legal Fees**
Provides for special legal services related to personnel.
- 6236 **Physicals/Backgrounds**
Provides for the cost of physicals/substance abuse tests and background checks, if needed, for new employees.
- 6256 - 6265 See Appendix
- 6271 **Service/Recognition/Awards**
Provides for annual service and awards recognition function, quarterly employee birthday gatherings, cards and the purchase of service awards. Also provides for certificates presented by City Council to employees for their years of service upon retirement or leaving employment with the City of Walnut.



**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: RISK MANAGEMENT

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	PERSONNEL					
	TOTAL PERSONNEL	0	0	0	0	0
	OPERATIONS					
01-4201-6201	CONFERENCE & MEETINGS	0	600	600	600	600
01-4201-6223	INSURANCE	243,751	270,000	282,100	285,000	245,020
01-4201-6247	EQUIPMENT MAINTENANCE	43,651	75,000	53,275	60,000	50,000
	TOTAL OPERATIONS	287,402	345,600	335,975	345,600	295,620
	CAPITAL					
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	287,402	345,600	335,975	345,600	295,620
FUNDING SOURCE: GENERAL						

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
RISK MANAGEMENT (4201)

The Risk Management Department provides for the effective management of programs to prevent or reduce liability risks and claims against the City. Primary functions include administering the City's liability insurance plans and Workers' Compensation program, and coordinating the Employee Safety Incentive Program.

OPERATIONS:

6201 Conference & Meeting

Provides for Senior Management Analyst to attend the California Joint Powers Insurance Authority (CJPIA) Annual Risk Management Educational Forum in October.

6223 Insurance

Provides for commercial liability insurance and automobile liability insurance for City vehicles, property insurance on City owned facilities, buildings, and building contents; including glass, valuable papers, records, and buildings, and also provides for user group facility coverage and contractor general liability insurance.

	<i>CITY</i>
Liability (JPIA)	\$ 223,146
Earthquake (JPIA)	N/A
Property (JPIA)	6,009
Facility Coverage	1,480
Vehicle (JPIA)	2,650
Admin. Fees	1,575
Liability Trust Oversight	2,160
Contractor/Vendor Insurance Coverage	8,000
Grand Total	<u>245,020</u>

6247 Property/Equipment Replacement

Provides for the repair or replacement of damaged City property and equipment that has not been collectible from the outside party responsible for the damage.

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: CITY CLERK

APPROPRIATION DETAIL								
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16		
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET		
PERSONNEL								
01-4300-5101	REGULAR SALARIES	89,672	85,680	86,200	86,195	87,370		
01-4300-5102	REGULAR PART-TIME EMPLOYEES	7,164	28,300	29,550	29,548	22,010		
01-4300-5105	HEALTH & LIFE INSURANCE	13,608	11,480	15,035	15,034	18,230		
01-4300-5107	WORKERS' COMPENSATION	1,692	1,760	1,760	1,707	1,900		
01-4300-5108	PERS	17,857	19,660	19,120	19,112	15,040		
01-4300-5110	MEDICARE	1,446	1,710	1,710	1,642	1,630		
01-4300-5111	SICK LEAVE/VACATION BUYBACK	0	1,650	0	0	0		
	TOTAL PERSONNEL	131,440	150,240	153,375	153,239	146,180		
OPERATIONS								
01-4300-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	1,424	4,000	4,000	3,000	4,000		
01-4300-6205	OFFICE SUPPLIES	212	500	500	500	500		
01-4300-6206	ADVERTISING	12,312	9,000	9,000	9,000	10,000		
01-4300-6212	ORDINANCE CODIFICATION, AMENDMENTS	3,608	3,000	3,000	3,000	3,000		
01-4300-6215	VEHICLE/CELL ALLOWANCE	2,050	2,040	2,050	2,050	2,720		
01-4300-6227	CONTRACTUAL SERVICES	1,154	9,000	9,000	9,000	9,000		
01-4300-6256	EQUIPMENT USAGE	1,630	1,080	1,080	1,080	1,640		
01-4300-6265	COMPUTER USAGE	8,180	5,280	5,280	5,280	8,280		
	TOTAL OPERATIONS	30,571	33,900	33,910	32,910	39,140		
CAPITAL								
01-4300-8402	MACHINERY & EQUIPMENT	8,720	0	0	0	0		
	TOTAL CAPITAL	8,720	0	0	0	0		
	SUB-PROGRAM TOTAL	170,730	184,140	187,285	186,149	185,320		
FUNDING SOURCE: GENERAL			F/T EMPLOYEES	1.35	0.85	0.85	0.85	0.85

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
CITY CLERK (4300)

The City Clerk's Department provides support for all Council-related services and maintains all public records. Primary functions include administering and recording proceedings of the City Council, preparing Council agendas and minutes, managing all public records, and providing information to the City Council, City Departments, and the public.

PERSONNEL:

5101 **Regular Salaries**
City Clerk - 85%

Responsible for attending Council meetings and finalizing Council minutes; typing agendas and assembling agenda material; administering elections in conjunction with Los Angeles County elections; updating the Municipal Code; maintaining all records of the City, and providing information to staff and to the public (15% in 01-5901).

5102 **Regular Part-Time Employees**

Provided for attending Council meetings in City Clerk's absence; categorizing, managing, filing, retrieving, and maintaining the City's records; researching records to obtain certain information at the request of staff and the public; proofreading and assisting with assembling agenda packets; composing and typing letters of transmittal; and generally assisting as needed in the conduct of the duties of the City Clerk's office. (50% in 01-4000).

5105 - 5111 See Appendix

OPERATIONS:

6203 **Membership Dues, Subscriptions, Books, Fees**

Provides for Notary bonding and fees, ARMA International, International Institute of Municipal Clerks, and City Clerk's Association of California.

6205 **Office Supplies**

Provides for miscellaneous office supplies as needed, such as archive boxes for permanent records, minute book paper, and supplies to maintain city records.

6206 **Advertising**

Provides for the publication of legal advertisements, i.e. public hearing notices, bid notices and other legal notifications as required by law for publishing.

6212 **Ordinance Codification, Amendments & Legal Documents**

Provides for the codification of city ordinances, zoning codes for the Planning Department, fees for purchase of amendments, legal documents, and annual storage as required.

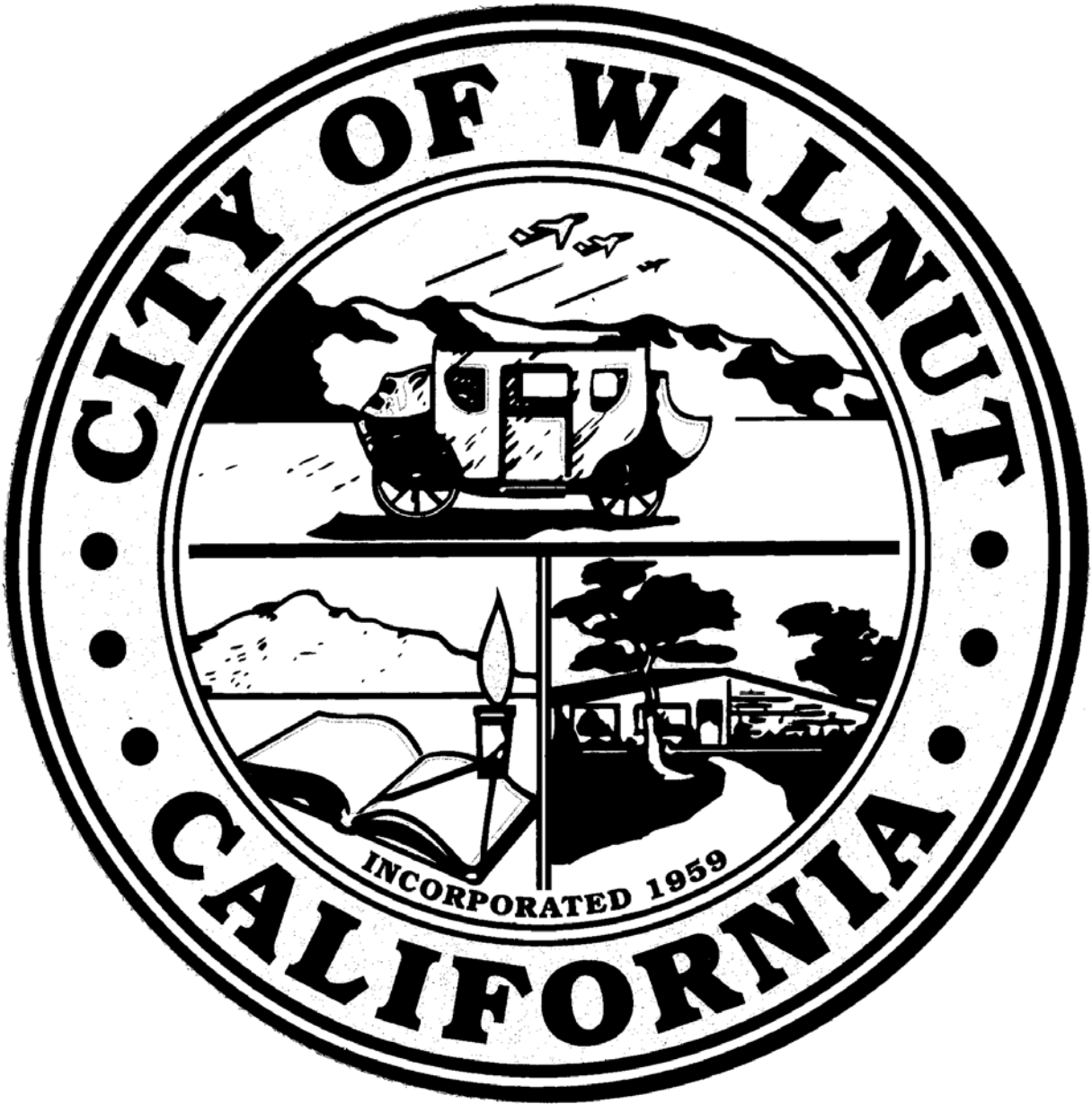
6215 **Vehicle Allowance/Cell**

Provides for a vehicle allowance for the City Clerk that is distributed the same as payroll.

6227 **Contractual Services**

Provides for imaging and microfilming of permanent records and destruction of records pursuant to Council adopted records retention program, maintenance of recording and scanning systems.

6256 - 6265 See Appendix



**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: ELECTIONS

APPROPRIATION DETAIL					
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE APPROVED BUDGET
PERSONNEL					
01-4301-5104	OVERTIME	221	0	0	0
01-4301-5107	WORKERS' COMPENSATION	2	0	0	0
01-4301-5110	MEDICARE	3	0	0	0
	TOTAL PERSONNEL	227	0	0	0
OPERATIONS					
01-4301-6201	CONFERENCE & MEETING	899	1,000	1,000	1,000
01-4301-6205	OFFICE SUPPLIES	996	0	0	1,000
01-4301-6206	ADVERTISING	2,634	0	0	3,000
01-4301-6207	POSTAGE	9,673	0	0	10,000
01-4301-6217	PRECINCT WORKERS/POLLSTER	6,315	0	0	7,000
01-4301-6227	CONTRACTUAL SERVICES	113,677	0	0	115,000
	TOTAL OPERATIONS	134,194	1,000	1,000	137,000
CAPITAL					
01-4301-8402	MACHINERY & EQUIPMENT	8,720	0	0	0
	TOTAL CAPITAL	8,720	0	0	0
	SUB-PROGRAM TOTAL	143,141	1,000	1,000	137,000
FUNDING SOURCE: GENERAL					

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
ELECTIONS (4301)

The Elections Department provides for the administration of Walnut Municipal Elections in conformity with the Elections Code and mandated Fair Political Practices Commission requirements.

OPERATIONS:

- 6201 **Conference & Meeting**
Provides for the City Clerk to attend the Election Law Conference in December and to attend Martin & Chapman’s Election Law updates in November.
- 6205 **Office Supplies**
Provided for office supplies, precinct maps and sample ballot copying services, and elections code updates.
- 6206 **Advertising**
Provides for publication of legal notices for the 2016 election.
- 6207 **Postage**
Provides for postal expenses for City mailings including mailing of sample and vote by mail ballots to all registered voters in Walnut for 2016 election.
- 6217 **Precinct Workers/Pollsters**
Provides for Precinct and Poll Workers during the 2016 Election.
- 6227 **Contractual Services**
Provides for the 2016 Election – Martin & Chapman, County of Los Angeles, consultant to assist with the election process and outreach program.

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: CITY TREASURER

APPROPRIATION DETAIL					
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16
		ACTUAL	BUDGET	REVISED BUDGET ESTIMATE	APPROVED BUDGET
PERSONNEL					
01-4400-5101	REGULAR SALARIES	3,014	3,000	3,000	6,000
01-4400-5107	WORKERS' COMPENSATION	39	50	50	100
01-4400-5108	PERS	578	620	620	930
01-4400-5110	MEDICARE	44	40	40	90
	TOTAL PERSONNEL	3,676	3,710	3,710	7,120
OPERATIONS					
01-4400-6201	CONFERENCE & MEETING	258	1,920	1,920	2,130
01-4400-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	210	250	250	250
01-4400-6214	MILEAGE REIMBURSEMENT	381	450	450	460
01-4400-6278	BANK CHARGES	6,942	8,980	7,760	8,400
	TOTAL OPERATIONS	7,791	11,600	10,380	11,240
CAPITAL					
	TOTAL CAPITAL	0	0	0	0
	SUB-PROGRAM TOTAL	11,467	15,310	14,090	18,360
FUNDING SOURCE: GENERAL					

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
CITY TREASURER (4400)

The City Treasurer Department provides for the receipt, custody, and investment of City funds through sound and prudent fiscal policies. Primary functions include the receipt, custody, and recordation of all revenues, the payment of properly issued and approved warrants, and the management of investments for all City, Walnut Successor Agency, and Walnut Housing Authority funds.

PERSONNEL:

5101 **Regular Salaries**

City Treasurer - 100%

The Director of Administrative Services, serving as the City Treasurer, is compensated \$250 per month and is responsible for the custody and investment of city funds and the issuance of city warrants when authorized by Council.

Deputy City Treasurer - 100%

The Finance Officer, serving as the Deputy City Treasurer, is compensated \$250 per month and is assisting the Director of Administrative Services with the custody and investment of city funds and reviews the issuance of city warrants when authorized by Council.

5105 - 5110 See Appendix

OPERATIONS:

6201 **Conference & Meeting**

Provides for the costs for the California Municipal Treasurers Association's (CMTA) annual conference and attendance at CMTA meetings. Also provides for CMTA workshops, as needed.

6203 **Membership, Dues, Subscriptions, Books, Fees**

Provides for membership to the CMTA, the Public Investor Newsletter, and certification fees.

6214 **Mileage Reimbursement**

Provides for mileage reimbursement for banking activity.

6278 **Bank Charges**

Provides for charges for banking activity for all city bank accounts and annual fee for Meadowpass Road escrow account.

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: FINANCE

APPROPRIATION DETAIL								
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16		
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET		
PERSONNEL								
01-4500-5101	REGULAR SALARIES	338,592	316,700	313,049	312,288	347,770		
01-4500-5102	REGULAR P/T EMPLOYEES	0	0	28,301	27,442	30,470		
01-4500-5104	OVERTIME	185	0	1,880	1,163	1,000		
01-4500-5105	HEALTH & LIFE INSURANCE	61,557	57,940	61,440	61,391	68,510		
01-4500-5107	WORKERS' COMPENSATION	6,099	4,880	5,259	5,053	6,600		
01-4500-5108	PERS	62,300	65,910	65,013	64,816	53,680		
01-4500-5110	MEDICARE	5,218	4,990	5,341	5,067	5,980		
01-4500-5111	SICK LEAVE/VACATION BUYBACK	5,812	11,130	4,460	4,457	9,820		
	TOTAL PERSONNEL	479,763	461,550	484,743	481,676	523,830		
OPERATIONS								
01-4500-6201	CONFERENCE & MEETING	3,164	3,040	1,040	1,230	2,600		
01-4500-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	1,185	1,270	1,270	1,205	1,270		
01-4500-6210	PRINTING	1,348	2,000	2,000	1,423	2,100		
01-4500-6215	VEHICLE/CELL ALLOWANCE	6,842	5,670	5,590	5,554	7,960		
01-4500-6216	PROFESSIONAL SERVICES	26,580	36,000	27,000	26,095	34,880		
01-4500-6256	EQUIPMENT USAGE	6,332	5,360	5,360	5,360	5,440		
01-4500-6265	COMPUTER USAGE	20,942	26,260	26,260	26,260	27,450		
	TOTAL OPERATIONS	66,394	79,600	68,520	67,127	81,700		
CAPITAL								
	TOTAL CAPITAL	0	0	0	0	0		
	SUB-PROGRAM TOTAL	546,157	541,150	553,263	548,804	605,530		
FUNDING SOURCE: GENERAL			F/T EMPLOYEES	4.50	4.23	4.23	4.23	4.48

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
FINANCE (4500)

The Finance Department, under the direction of the Director of Administrative Services, provides accounting control over assets, revenues and receivables, budgetary control over all City and Successor Agency funds, and prepares and administers the annual budget. The department also prepares financial reports for the City, processes payroll, accounts payables, accounts receivables, and administers parking citations and passport applications processing.

PERSONNEL:

5101 **Regular Salaries**

Director of Administrative Services -25%

Responsible for directing all operations of the Finance Department, managing all investment operations of the City including the Successor Agency, WHA and administering city-wide computer operations. (25% in 01-4502, 25% in 01-4700, 15% in 01-5901, 10% in 41-5800)

Finance Officer - 70%

Responsible for the daily management and operation of the Finance Department including budgeting, payroll, Accounts Payable, Accounts Receivable, business licenses, parking citations and passports. Responsible for maintaining the City, Successor Agency and WHA general ledgers, various reconciliations, and monthly revenue and expenditures reports. Supervises the daily cash management and the accounting operations of the department. Handles the audit from various agencies including the preparation of financial reports. Serves as Acting Director of Administrative Services-Finance. (0% in 01-4502, 20% in 05-8200, 10% in 01-5901)

Finance Analyst - 80%

Responsible for preparing the annual City Budget, overseeing the City's fixed-asset inventory. Handles the review of cash receipts, revenues, payroll, prepares journal entries, and prepares the bank reconciliation and other assigned reconciliations (10% in 01-5901, 10% in 01-8002)

Finance Analyst - 55%

Performs the daily cash management. Administering the passport and business license operations and enforcement, Responsible for recording accounts receivables, and assisting with fixed asset inventory. Responsible for the review of Accounts Payable batches, transportation passes and prepares the various assigned monthly reconciliations. Responsible for maintaining the forms inventory. Serves as the primary back for A/P, and Purchase Order processing. (10% in 01-5901, 35% in 01-8002)

Accounting Technician - 65%

Responsible for data entry of all invoices and journal entries, business licenses, preparing the bank deposits, and passport applications, record new fixed asset including tagging. Assist with contract review Serves as primary backup to the finance counter. (30% in 01-8002, 5% in 01-5901)

Accounting Technician - 95%

Responsible for preparing the City, Successor Agency, and WHA warrants for semi-monthly issuance to the City Council for approval. Handles the Purchase Order processing. Processes all utility billing, issuing petty cash and maintaining purchase order records. maintain permits and inspection records. Processes passport applications. Handles the 1099 reporting and prepares the monthly refund reconciliation. (5% in 01-5901)

Accounting Technician -57.5%

Responsible for citywide payroll processing. Oversees the parking citation operations and parking permit processing; maintains the active files and archived records; and office supply inventory. Prepares the transportation passes reconciliation and payment processing. Prepares SMI and SBSF reconciliation and payment processing. Serves as primary backup to the cashiering functions. (12.5% in 13-5430, 10% in 01-8002, 20% in 05-8200)

Administrative Assistant -0%

Responsible for assisting the public at the Finance department counter, handling phone calls business license information, and passport application processing. (90% in 01-4700, 10% in 23-5300)

5102 **Regular Part-Time Employees – 100%**

Provides for one (1) Office Clerk at 35 hours per week.

5104 - 5111 See Appendix

OPERATIONS:

6201 **Conference & Meeting**

Provides for attendance at the California Society of Municipal Finance Officers (CSMFO) bimonthly meetings, and annual conference, tax seminar, Pentamation User group conference and other conferences/meetings as needed.

6203 **Membership, Dues, Subscriptions, Books, Fees**

Provides for membership in the California Society of Municipal Finance Officers and the Government Finance Officers Association. Also provides Walnut Informed Filing Fee, LA County AA2 report (sewer), and the Budget and CAFR Award program application fees.

6210 **Printing**

Provides for printing services within the Finance Department for the comprehensive annual financial report, annual budget, payroll checks, accounts payable checks, W-2's, 1099's, and parking permits.

6215 **Vehicle Allowance/Cell**

Provides for vehicle/cell allowance for the Director of Administrative Services and vehicle allowances for the Finance Officer and Finance Analysts, which are distributed the same as payroll.

6216 **Professional Services**

Provides for the review and recommendations on procedures, interim audits, and preparation of the annual financial reports and the State Controller's report. Also, provides services for grant audits, sales tax consulting and actuarial services.

6256 - 6265 See Appendix

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: COMPUTER SERVICES

APPROPRIATION DETAIL							
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16		
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE APPROVED BUDGET		
PERSONNEL							
01-4502-5101	REGULAR SALARIES	62,019	62,960	59,928	59,902	58,200	
01-4502-5105	HEALTH & LIFE INSURANCE	8,198	8,640	8,359	8,397	7,650	
01-4502-5107	WORKERS' COMPENSATION	711	970	923	885	1,010	
01-4502-5108	PERS	10,876	13,080	12,452	9,912	9,070	
01-4502-5110	MEDICARE	953	1,000	944	918	920	
01-4502-5111	SICK LEAVE/VACATION BUYBACK	689	2,070	0	0	710	
	TOTAL PERSONNEL	83,446	88,720	82,606	80,014	77,560	
OPERATIONS							
01-4502-6205	OFFICE SUPPLIES	3,180	4,000	4,000	4,000	4,000	
01-4502-6215	VEHICLE/CELL ALLOWANCE	1,799	1,890	1,840	1,853	2,200	
01-4502-6227	CONTRACTUAL SERVICES	5,400	3,000	3,600	3,150	0	
01-4502-6247	EQUIPMENT MAINTENANCE	83,090	99,000	110,565	111,315	120,000	
01-4502-6254	COMMUNICATIONS	17,516	17,500	17,800	17,500	19,990	
01-4502-6256	EQUIPMENT USAGE	720	760	760	760	610	
01-4502-6265	COMPUTER USAGE	(195,150)	(214,870)	(221,171)	(218,592)	(224,360)	
	TOTAL OPERATIONS	(83,446)	(88,720)	(82,606)	(80,014)	(77,560)	
CAPITAL							
	TOTAL CAPITAL	0	0	0	0	0	
	SUB-PROGRAM TOTAL	0	0	0	0	0	
FUNDING SOURCE: GENERAL		F/T EMPLOYEES	0.60	0.60	0.60	0.60	0.50

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
COMPUTER SERVICES (4502)

The Computer Services Department provides for the overall management of the City's computer systems to improve the productivity and effectiveness of the City's operating departments. Primary functions include the administration of contract agreements for the maintenance of hardware and software applications, the planning and recommendation of acquisitions, and the purchase of supplies. All costs incurred in this department are reimbursed through interdepartmental charges.

PERSONNEL:

5101 **Regular Salaries**

Director of Administrative Services 25%

Responsible for directing all operations of the Finance Department, managing all investment operations of the City including the Successor Agency, WHA and administering city-wide computer operations. (25% in 01-4500, 25% in 01-4700, 15% in 01-5901, 10% in 41-5800)

Finance Officer - 0%

Responsible for the daily management and operation of the Finance Department including budgeting, payroll, Accounts Payable, Accounts Receivable, business licenses, parking citations and passports. Responsible for maintaining the City, Successor Agency and WHA general ledgers, various reconciliations, and monthly revenue and expenditures reports. Supervises the daily cash management and the accounting operations of the department. Handles the audit from various agencies including the preparation of financial reports. Serves as Acting Director of Administrative Services-Finance. (70% in 01-4500, 20% in 05-8200, 10% in 01-5901)

Finance Analyst – 0%

Responsible for preparing the annual City Budget, overseeing the City's fixed-asset inventory. Process passports. Handles the review of cash receipts, revenues, payroll, prepares journal entries, and prepares the bank reconciliation and other assigned reconciliations (80% in 01-4500, 10% in 01-5901, 10% in 01-8002)

Senior Management Analyst - 25%

Coordinating computer maintenance and operations. (25% in 01-4700, 50% in 01-8000).

5105 - 5111 See Appendix

OPERATIONS:

6205 **Office Supplies**

Provides for supplies and replacement drum units for the City's printers. Also includes computer tapes and miscellaneous replacement parts. Could include other replacement computer items that do not meet the capitalization threshold.

6215 **Vehicle Allowance/Cell**

Provides for vehicle allowances for the Director of Administrative Services, Finance Officer, Finance Analyst, and cell phone allowance for Director of Administrative Services which are distributed the same as payroll.

6227 **Contractual Services**

Provides for a managed firewall service to protect the City's computer network.

6247 **Equipment Maintenance**

Provides for the annual maintenance agreement of the City's computer systems, including printers, network servers and software agreements.

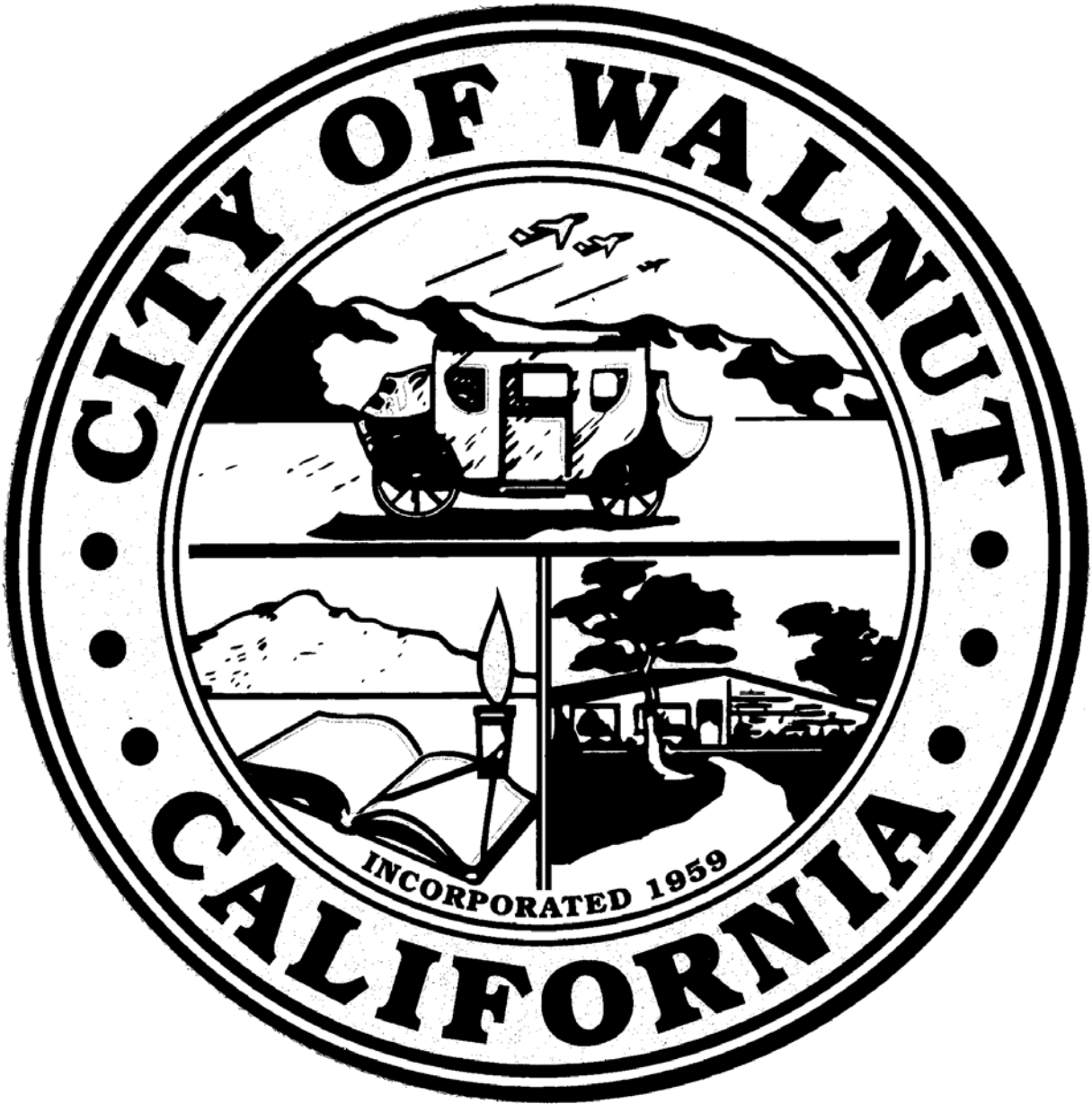
6254 **Communications**

Provides for communication expenses including facility-linking communication lines, Internet Service Provider (ISP) charges and website hosting.

6256 See Appendix

6265 **Computer Usage**

Provides for the internal service funding of citywide computer function expenses. Departments are charged based on their number of full-time employees.



**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: CITY ATTORNEY

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	PERSONNEL					
	TOTAL PERSONNEL	0	0	0	0	0
	OPERATIONS					
01-4600-6201	CONFERENCE & MEETING	1,048	2,000	2,000	2,000	2,000
01-4600-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	1,901	1,700	1,925	2,000	2,000
01-4600-6216	PROFESSIONAL SERVICES	109,200	109,200	109,200	109,200	109,200
01-4600-6218	SPECIAL LEGAL FEES	14,251	20,000	20,000	30,000	20,000
	TOTAL OPERATIONS	126,400	132,900	133,125	143,200	133,200
	CAPITAL					
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	126,400	132,900	133,125	143,200	133,200
FUNDING SOURCE: GENERAL						

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
CITY ATTORNEY (4600)

The City Attorney Department provides for the retention of legal services by an attorney to assure the activities of the City are conducted in accordance with the requirements of law. Primary functions include counseling the City Council and City Staff in pertinent matters of law, representing the City in court and before administrative bodies, advising in the formulation of the municipal code, ordinances, resolutions, contracts, and other legal documents, and attending Council and Planning Commission meetings.

OPERATIONS:

6201 **Conference & Meeting**

Provides for continuing education requirements for City Attorney at League of California Cities and Contract Cities annual conferences.

6203 **Memberships, Dues, Subscriptions, Books, Fees**

Provides for Motion Picture License (MPLC), Music License (ASCAP and BMI), Lexis Nexus Standard California Codes Handbook, and California Municipal Law Handbook updates.

6216 **Professional Services**

Provides for the total monthly compensation, including retainer fee, for the City Attorney. The monthly retainer (\$9,100) provides for attendance at City Council and Planning Commission meetings, other occasional meetings, and advice to the City Council, City Manager, and City Staff.

6218 **Special Legal Fees**

Provides for legal services rendered by the City Attorney not in the retainer; city prosecutor services, special legal counsel including the defense of lawsuits, outside legal services, and also includes charges received from the District Attorney.

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: ADMINISTRATIVE SERVICES

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
PERSONNEL						
01-4700-5101	REGULAR SALARIES	93,285	134,170	134,170	135,753	108,710
01-4700-5102	REGULAR PART-TIME SALARIES	0	0	0	0	47,170
01-4700-5105	HEALTH & LIFE INSURANCE	20,246	24,530	24,530	24,597	27,000
01-4700-5107	WORKERS' COMPENSATION	3,209	2,070	2,070	2,017	2,710
01-4700-5108	PERS	18,403	27,920	27,920	27,203	20,090
01-4700-5110	MEDICARE	1,464	2,090	2,090	2,009	2,370
01-4700-5111	SICK LEAVE/VACATION BUYBACK	0	2,730	0	0	1,670
	TOTAL PERSONNEL	136,608	193,510	190,780	191,579	209,720
OPERATIONS						
01-4700-6201	CONFERENCE & MEETINGS	8	7,000	7,000	7,000	7,000
01-4700-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	27,784	28,500	28,500	28,500	28,500
01-4700-6205	OFFICE SUPPLIES	10,717	7,500	11,400	11,350	15,000
01-4700-6207	POSTAGE	14,729	17,000	17,000	17,000	17,000
01-4700-6208	VEHICLE OPERATIONS	1,992	6,000	6,000	6,000	6,000
01-4700-6210	PRINTING	10,160	6,000	6,000	4,000	10,000
01-4700-6214	MILEAGE REIMBURSEMENT	96	850	850	850	850
01-4700-6215	VEHICLE/CELL ALLOWANCE	1,206	2,550	2,550	2,572	2,200
01-4700-6216	PROFESSIONAL SERVICES	0	0	16,000	16,000	48,000
01-4700-6219	PHOTOCOPY SUPPLIES	5,305	7,000	7,000	7,000	7,000
01-4700-6220	OFFICE EQUIPMENT RENTAL	39,354	40,000	40,000	40,000	40,000
01-4700-6247	EQUIPMENT MAINTENANCE	3,061	2,400	3,400	3,400	3,400
01-4700-6250	WATER	2,646	3,240	3,240	3,240	3,240
01-4700-6251	ELECTRICITY	41,852	40,000	40,000	40,000	40,000
01-4700-6253	TELEPHONE	34,372	38,000	38,000	38,000	38,000
01-4700-6256	EQUIPMENT USAGE	(42,415)	(42,400)	(42,400)	(42,400)	(43,400)
01-4700-6265	COMPUTER USAGE	9,080	10,800	10,800	10,800	8,590
	TOTAL OPERATIONS	159,946	174,440	195,340	193,312	231,380
CAPITAL						
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	296,554	367,950	386,120	384,891	441,100
FUNDING SOURCE: GENERAL						
	F/T EMPLOYEES	1.50	1.75	1.75	1.75	1.40

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
ADMINISTRATIVE SERVICES (4700)

The Administrative Services Department provides for the management of those operations beneficial on a citywide basis, but not directly assignable to any one department. These costs include items such as telephone, postage, utilities and the citywide purchase of office supplies.

PERSONNEL:

5101 **Regular Salaries**

Administrative Assistant-90%

Responsible for all secretarial duties for the City Manager's Office, which includes correspondence for City Manager and Director of Administrative Services. Also responsible for record management, and ensuring all office equipment is in working order. Responsible for assisting the public at the Finance department counter, handling phone calls, business license information, and passport application processing. (10% in 23-5300)

Senior Management Analyst - 25%

Responsible for various duties involving administrative services (25% in 01-4502, 50% in 01-8000).

Director of Administrative Services- 25%

Responsible for various administrative functions (25% in 01-4500, 25% in 01-4502, 10% in 41-5800 and 15% in 01-5901).

5102 **Regular Part-Time Employees**

Provides for two (2) Administrative Interns (Previously charged in 01-4200 & 01-4900).

5105 - 5111 See Appendix

OPERATIONS:

6201 **Conference & Meetings**

Provides for attendance of Executive and Management Staff to the League of California Cities Conference, Contract Cities Annual Conference, legislative hearings and other meetings as necessary. Previously charged to 01-4100-6201.

- 6203 **Membership, Dues, Subscriptions, Books, Fees**
Provides for the City's membership in the League of California Cities, California Contract Cities, the Southern California Association of Governments, the San Gabriel Valley Council of Government, Costco, journals and books.
- 6205 **Office Supplies**
Provides for the purchase of general office supplies for all departments.
- 6207 **Postage**
Provides for the postage for City mailings for all departments. Also provides for the postage cost of bulk mailing permits, Federal Express and postage meter supplies including ink.
- 6208 **Vehicle Operations**
Provides for the operation of one (1) City pool vehicle; 2006 Buick Lacross 1181636
- 6210 **Printing**
Provides for the outside printing of forms, letterhead, stationery and business cards. Includes business cards for City Council and multi-language printing.
- 6214 **Mileage Reimbursement**
Provides for mileage reimbursement for the classified employees in administration.
- 6215 **Vehicle Allowance/Cell**
Provides for vehicle allowance for the Senior Management Analyst and the Director of Administrative Services, which is distributed the same as payroll.
- 6216 **Professional Services**
Provides for legislative advocacy and governmental affairs/services.
- 6219 **Photocopy Supplies**
Provides for photocopy supplies needed to operate the copy machines, including paper, toner, dry ink and fax imaging toner.
- 6220 **Office Equipment Rental**
Provides for four color copiers and one black & white copier.
- 6247 **Equipment Maintenance**
Provides for service agreements for the postage meter, microfiche machine, recording system and Charter Cable communications.
- 6250 **Water**
Provides for the water usage costs charged to the City Hall facility.

- 6251 **Electricity**
Provides for the electrical usage costs charged to the City Hall facility.
- 6253 **Telephone**
Provides for telephone expenses and maintenance agreements.
- 6256 **Equipment Usage**
Provides for the allocation of usage costs of the office machine rental and maintenance to all departments. Charges are based on the number of full-time employees.
- 6265 See Appendix

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: COMMUNITY PROMOTIONS

APPROPRIATION DETAIL					
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE APPROVED BUDGET
PERSONNEL					
01-4800-5101	REGULAR SALARIES	0	0	0	0
01-4800-5105	HEALTH & LIFE INSURANCE	0	0	0	0
01-4800-5107	WORKERS' COMPENSATION	0	0	0	0
01-4800-5108	PERS	0	0	0	0
01-4800-5110	MEDICARE	0	0	0	0
	TOTAL PERSONNEL	0	0	0	0
OPERATIONS					
01-4800-6203	MEMBERSHIP, DUES, SUBSCRIP, BOOKS, FEES	510	550	550	800
01-4800-6227	CONTRACTUAL SERVICES	0	250	250	250
01-4800-6229	COMMUNITY RELATIONS	18,971	10,000	15,120	10,000
01-4800-6270	AMERICAN FLAG & BANNER PROGRAM	859	10,000	10,000	10,000
	TOTAL OPERATIONS	20,340	20,800	25,920	22,800
CAPITAL					
	TOTAL CAPITAL	0	0	0	0
	SUB-PROGRAM TOTAL	20,340	20,800	25,920	21,050
FUNDING SOURCE: GENERAL		F/T EMPLOYEES	0.00	0.00	0.00
			0.00	0.00	0.00

**CITY OF WALNUT
ANNUAL BUDGET DETAIL**

2015-16

COMMUNITY PROMOTIONS (4800)

The Community Promotions Department provides for the effective promotion of the City and provides information to the residents regarding the City Council's policies and priorities. Primary functions include planning of community events, dedications and other ceremonies deemed appropriate by the City Council; ordering and maintaining various promotional items such as City tiles, City pins, and plaques; and the coordination of the City's American Flag and Military Banner Programs.

PERSONNEL:

5101 - 5110 See Appendix

OPERATIONS:

6203 Memberships, Dues, Subscrip., Books, Fees

Provides for the annual dues to Sister City International and yearly membership dues to California Association of Public Information Officials (CAPIO).

6227 Contractual Services

Provides for the purchase of Walnut Historical Books through Arcadia Publishing.

6229 Community Relations

Provides for the expense of community events such as dedications and other ceremonies deemed appropriate by the City Council. Also provides for various City plaques, nameplates, polo shirts for Council, commissioners, and staff, military and holiday banner installation.

6270 American Flag & Banner Program

Provides for the purchase and installation of American flags and banners, maintenance of the flag brackets and bracket installation.

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: CABLE TV ADMINISTRATION

APPROPRIATION DETAIL					
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE APPROVED BUDGET
PERSONNEL					
01-4900-5101	REGULAR SALARIES	33,012	37,570	37,835	40,240
01-4900-5102	REGULAR PART-TIME EMPLOYEES	0	13,800	21,440	0
01-4900-5105	HEALTH & LIFE INSURANCE	6,764	6,750	6,795	6,750
01-4900-5107	WORKERS' COMPENSATION	431	790	880	700
01-4900-5108	PERS	6,519	8,760	8,960	6,280
01-4900-5110	MEDICARE	506	780	845	610
01-4900-5111	SICK LEAVE/VAC BUYBACK	652	1,460	0	80
	TOTAL PERSONNEL	47,883	69,910	76,755	54,660
OPERATIONS					
01-4900-6201	CONFERENCE & MEETINGS	0	1,000	1,000	1,000
01-4900-6203	MEMBERSHIP, DUES, SUBSCRIP, BOOKS, FEES	225	0	0	0
01-4900-6215	VEHICLE/CELL ALLOWANCE	1,206	1,200	1,206	1,600
01-4900-6227	CONTRACTUAL SERVICES	2,573	2,000	0	2,000
01-4900-6253	TELEPHONE	0	0	1,500	1,500
01-4900-6256	EQUIPMENT USAGE	600	630	630	610
01-4900-6265	COMPUTER USAGE	3,030	3,110	3,110	3,070
01-4900-6275	CABLE PROGRAMMING SUPPLIES	3,584	2,000	2,000	2,000
	TOTAL OPERATIONS	11,218	9,940	9,446	11,780
CAPITAL					
	TOTAL CAPITAL	0	0	0	0
	SUB-PROGRAM TOTAL	59,101	79,850	86,201	66,440
FUNDING SOURCE: GENERAL					
	F/T EMPLOYEES	0.50	0.50	0.50	0.50
CABLE FRANCHISE FEES					

CITY OF WALNUT
ANNUAL BUDGET DETAIL

2015-16

CABLE TELEVISION ADMINISTRATION (4900)

The Cable Television Administration Department provides for the education of the public via cable television. Primary functions include the production of informative news bits, City Council meetings and other educational and governmental programs designed to notify the residents, and other forms of public information, such as updating the digital marquee sign. This department also provides training for Walnut residents in cable television production.

PERSONNEL:

5101 **Regular Employees**

Senior Management Analyst/ Public Information Officer (1) - 50%

Responsible for dissemination of information through press releases, website postings, email blasts and cable programming. Responsible for cable television programming including various productions, City Council meetings, Community Bulletin Board, digital information board, and playback schedule. Also responsible for the purchase, maintenance, and repair of cable equipment, and City Website administration (50% in 01-4200).

5105 - 5111 See Appendix

OPERATIONS:

6201 **Conference & Meeting**

Provides for the Senior Management Analyst or designee to attend the National Association of Broadcasters (NAB) or the California Association of Public Information Officials (CAPIO) annual conference in April.

6215 **Vehicle Allowance/Cell**

Provides for vehicle allowance for the Senior Management Analyst which is distributed the same as payroll.

6227 **Contractual Services**

Provides for payment to contracted producers, as needed, for special televised events such as the Family Festival and Mt. SAC Relays. Also, provides payment for technical support with Council Chamber equipment and maintenance.

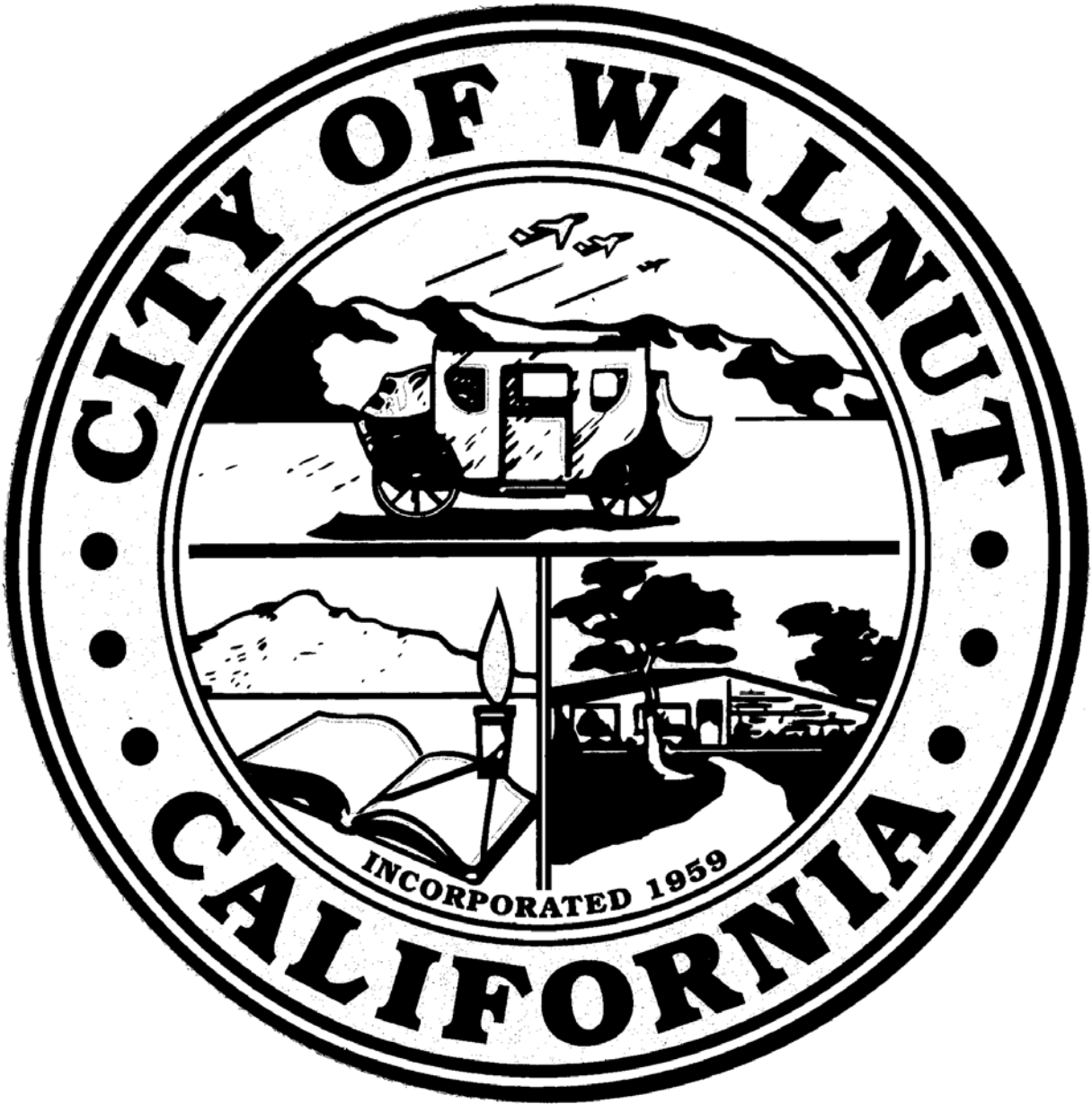
6253 **Telephone**

Provides for telephone expenses and maintenance agreements.

6256 - 6265 See Appendix

6275 **Cable Programming Supplies**

Provides for programming expenses (i.e. purchase or rental) of MINI-DV tapes for cameras, DVDs, DVD cases and labels for production or dubbing use. Also, provides payment for the purchase of small equipment and equipment maintenance and repairs.



**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: CABLE TV EQUIPMENT

APPROPRIATION DETAIL					
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16
		ACTUAL	BUDGET	REVISED BUDGET ESTIMATE	APPROVED BUDGET
PERSONNEL					
35-4900-5101	REGULAR SALARIES	0	0	0	0
35-4900-5102	REGULAR PART-TIME EMPLOYEES	0	0	0	0
35-4900-5105	HEALTH & LIFE INSURANCE	0	0	0	0
35-4900-5107	WORKERS' COMPENSATION	0	0	0	0
35-4900-5108	PERS	0	0	0	0
35-4900-5110	MEDICARE	0	0	0	0
	TOTAL PERSONNEL	0	0	0	0
OPERATIONS					
35-4900-6201	CONFERENCE & MEETING	0	0	0	0
35-4900-6208	VEHICLE OPERATIONS	0	0	0	0
35-4900-6216	PROFESSIONAL SERVICES	0	0	0	0
35-4900-6223	INSURANCE	0	0	0	0
35-4900-6227	CONTRACTUAL SERVICES	0	0	0	0
35-4900-6253	TELEPHONE	0	0	0	0
35-4900-6256	EQUIPMENT USAGE	0	0	0	0
35-4900-6265	COMPUTER USAGE	0	0	0	0
35-4900-6275	CABLE PROGRAMMING SUPPLIES	0	0	0	0
	TOTAL OPERATIONS	0	0	0	0
CAPITAL					
35-4900-8402	MACHINERY & EQUIPMENT	4,362	45,000	44,534	45,000
	TOTAL CAPITAL	4,362	45,000	44,534	45,000
	SUB-PROGRAM TOTAL	4,362	45,000	44,534	45,000
FUNDING SOURCE: CABLE TV PEG FEES (ESTIMATED REVENUE \$25,000)					

**CITY OF WALNUT
ANNUAL BUDGET DETAIL**

2015-16

CABLE TELEVISION EQUIPMENT (35-4900)

The Cable Television Equipment Department provides for the education of the public via cable television. Primary functions include the production of informative news bits, live broadcasts, producing public service announcements and other educational and governmental programs designed to notify the residents. This program represents 1% PEG (Public Education Government) Programming fee per AB2987, which are restricted to this use.

CAPITAL:

8402 Machinery & Equipment

Provides for purchase of various cable production equipment per DIVCA (AB2987) guidelines. Equipment to be purchased includes hardwire microphones, sound mixers, effects modules, and various broadcasting gear to be used in the City Council Chambers in support of the City's P.E.G. channel.

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: OPEB

APPROPRIATION DETAIL					
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE APPROVED BUDGET
	PERSONNEL				
51-4200-5105	HEALTH & LIFE INSURANCE	908	2,000	2,000	3,000
	TOTAL PERSONNEL	908	2,000	2,000	3,000
	OPERATIONS				
	TOTAL OPERATIONS	0	0	0	0
	CAPITAL				
	TOTAL CAPITAL	0	0	0	0
	SUB-PROGRAM TOTAL	908	2,000	2,000	3,000
FUNDING SOURCE: OPEB					

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
OPEB (51-4200)

The Other Post-Employment Benefits Fund (OPEB) accounts for monies designated to fully fund the post-employment benefits as per the actuarial valuation study.

PERSONNEL:

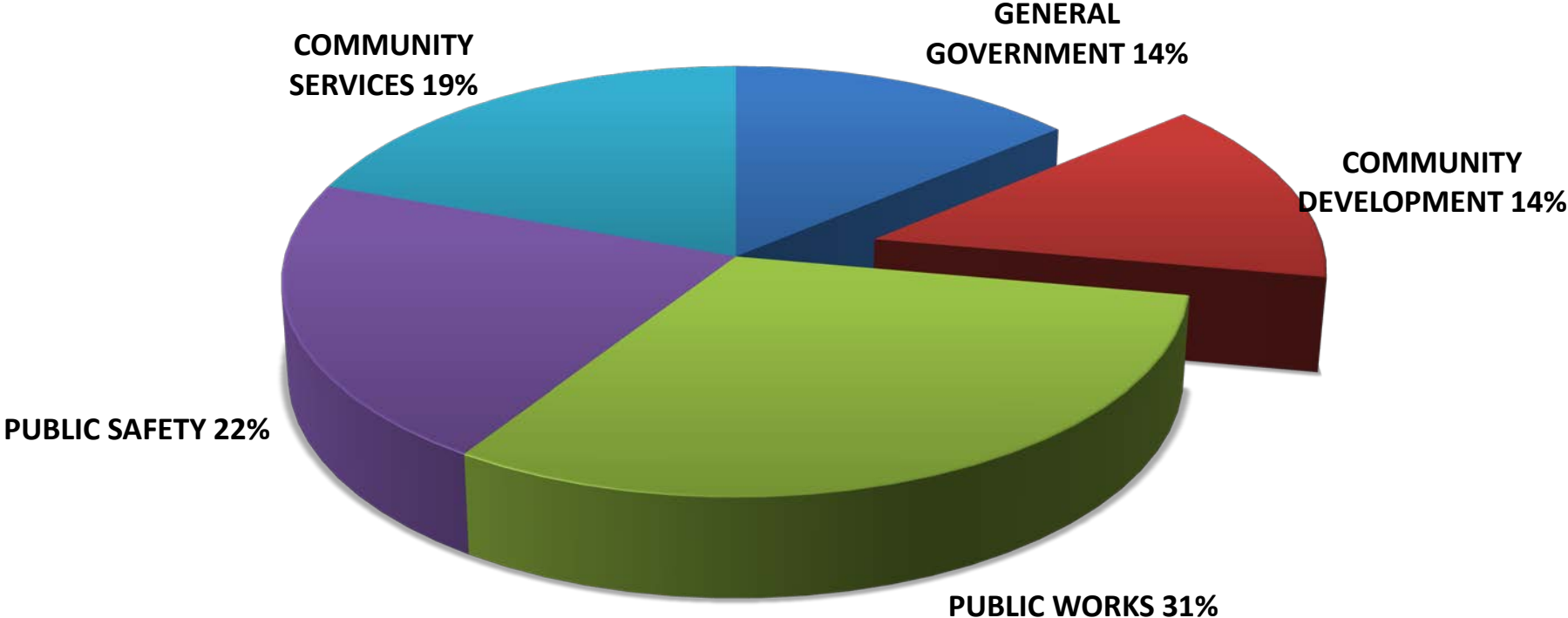
5105 **Health & Life Insurance**

Provides for monthly payments to the California Public Employees' Retirement System (CalPERS).



Community Development

COMMUNITY DEVELOPMENT FISCAL YEAR 2015-16



**Total Community Development Budget
\$2,406,030**

CITY OF WALNUT
COMMUNITY DEVELOPMENT
PROGRAM GOALS & PERFORMANCE MEASURES

The Community Development Program of the budget includes the following sub-programs: Planning, Code Enforcement, Building & Safety, Economic Development, Community Development Block Grant (CDBG), Proposition A, Proposition C, Proposition R, Successor Agency Administration, and Walnut Housing Authority (WHA).

In 2015-16, the Community Development Program will work to achieve the following goals:

1. Continue the processing of entitlements for housing and commercial projects through the Site Plan and Architectural Review process and implement approved housing projects to address the housing requirements set by the State of California. Potential sites that are under consideration for potential development include vacant sites on Valley Boulevard/Pierre Road, San Jose Hills Road, Camino De Rosa, Valley Boulevard/Suzanne, and other potential infill projects throughout the community. This goal is to provide housing opportunities and neighborhood involvement as we work to *Exceed Expectations and Enhance Civic Pride*.
2. Continue to implement the Community Development Block Grant programs through housing rehabilitation loans and senior citizen activities. This goal will help *Exceed Expectations and Enhance Civic Pride*.
3. Continue to implement, monitor and inspect the grading, construction, dedication of open space, and other activities associated with the ongoing conditions of the Habitat for Humanity single-family residence development and other subdivision entitlements throughout the community. This goal will help *Exceed Expectations and Enhance Civic Pride*.
4. Continue the comprehensive update process of the Walnut General Plan and finalize the adoption of the specific plan for the Walnut Valley West area. This goal will help *Exceed Expectations and Enhance Civic Pride*.
5. Continue implementation of the recommendations of the April 2006 Development Review Process Study to improve efficiency and effectiveness in the review of development applications. This program will help *Exceed Expectations, improve Collaboration and Enhance Civic Pride*.
6. Continue strong fiscal management and enhancement of the Walnut Dial-A-Ride program through expanded services, and continued upkeep of our bus stop shelters and the park-n-

ride lot with the use of both Prop A and Prop C funds to help *Exceed Expectations and Enhance Civic Pride*.

In 2014-15, the Community Development Program worked to achieve the following goals:

1. Continue the processing of entitlements for potential housing projects and implement approved housing projects to address the housing requirements set by the State of California. Potential sites under consideration include vacant sites on Valley Boulevard/Pierre Road, San Jose Hills Road, Francesca Drive, Camino de Rosa and other potential infill projects throughout the community. This goal is to provide housing opportunities and neighborhood involvement as we work to *Exceed Expectations and Enhance Civic Pride*.

Performance Measure: Staff continued to work with the property owners of several properties to prepare a specific plan, site plan and elevations and environmental documents for the following residential projects:

- **San Jose Hills Road – Single Family Residential project.**
 - **Valley Blvd./Pierre Road – Single Family Detached and Townhomes with a commercial component for mixed use development.**
 - **Brookside Equestrian residential development**
 - **Olson Homes single family residential project**
 - **Francesca Mixed Used Senior Condominiums – Handled the entitlement process for project extension and building plan check. Work continues with the housing implementation plan and subdivision map**
2. Continue to implement, monitor and inspect the grading, construction, and other activities associated with the implementation of the Habitat for Humanity residential project. This goal will help *Exceed Expectations and Enhance Civic Pride*.

Performance Measure:

- **Approved permits for grading and building the single-family residence**
 - **Completion of the residence foundation**
 - **Continued monitoring the framing of the residence**
3. Continue to implement the Community Development Block Grant programs through housing rehabilitation loans and senior citizen activities. This goal will help *Exceed Expectations and Enhance Civic Pride*.

Performance Measure:

- **Approved three (3) Single Family Rehabilitation loans**

- **Served 251 unduplicated clients through senior citizen activities, of these, 10 clients participated in the Gaining Recovery of Widowhood Group (GROW), and the remaining 241 clients were served by the Senior Transportation Program.**
4. Continue implementation of the recommendations of the April 2006 Development Review Process Study to improve efficiency and effectiveness in the review of development applications. This program will help *Exceed Expectations, improve Collaboration, and Enhance Civic Pride.*

Performance Measure:

- **Continuous updating the Walnut Municipal Code and General Plan**
 - **Monitoring response times for application submittals to maintain established goal times**
 - **Updating application forms and department handouts**
 - **Continuing to utilize contract staff based on work load and staffing levels**
 - **Revamp of Planning Applications and informational fliers**
 - **Increased technology at public counter to better assist community with Planning and Zoning inquiries.**
5. Continue enhancement of the Walnut Dial-A-Ride program through expanded services, and continued upkeep of our bus stop shelters and the park-n-ride lot with the use of both Prop A and Prop C funds to help *Exceed Expectations and Enhance Civic Pride.*

Performance Measure: The Dial-A-Ride program maintained its membership this year with a total of approximately 4,000 members. Staff revamped the participation process to maximize earmarked funding for the Dial-A- Ride program.

**Community Development
Measurable Outputs**

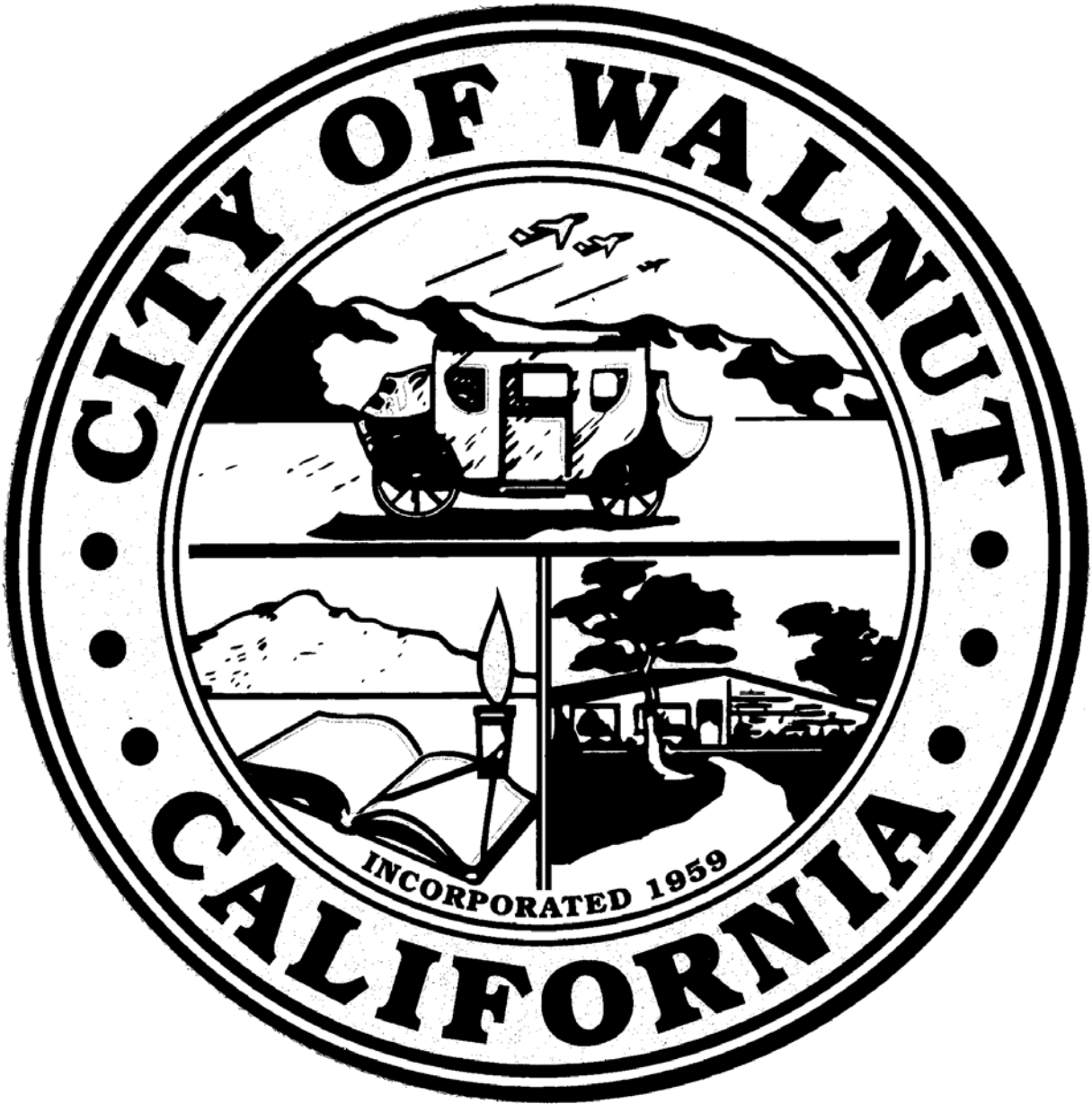
Output	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
Process Planning Applications	140	140	155	165	170
Respond to Code Enforcement Complaints	550	500	550	600	650
Process Building/ Mech./Elec./Plumb. Permits	850	-	950	950	1000
Housing Rehab Energy Efficiency Grants	2	-	N/A	N/A	N/A
Housing Rehab Loans/Grants	8	8	8	8	8
Dial-A-Ride Members	4,075 Members (2,430 Senior/1,645 General)	4,075 Members (2,430 Senior/1,645 General)	4,075 Members (2,430 Senior/1,645 General)	4,075 Members (2,430 Senior/1,645 General)	4,100 Members (Senior/Disabled)
Metrolink/Foothill/EZ Passes Sold	Metrolink 2,015 Foothill 380 MTA 60	Metrolink 2,015 Foothill 380 MTA 60	Metrolink 2,015 Foothill 380 MTA 60	Metrolink 2,015 Foothill 380 MTA 60	Metrolink 2,015 Foothill 380 MTA 60
Environmental Events	2	2	2	2	2

**FY 2015-16
Community Development
Goals and Relationship to the Mission Statement**

In **FY 2015-16**, the Community Development Department has identified five major goals:

1. Continue the successful implementation of Development Review Process Study recommendations as well as maintaining improved streamlining for both routine and complex development projects.
2. Update Walnut Municipal Code (including use classifications, ordinances, and any necessary modifications to medical marijuana and e-cigarette regulations) and to continue review of the City of Walnut's General Plan.
3. Approve a Planning Consultant to produce a Specific Plan for the Walnut Valley West area of the City.
4. Implement, monitor and inspect the development process for proposed specific plans: Brookside, Olsen Homes, San Jose Hills Road, Shea Homes, and Walnut Esplanade.
5. Continue to maintain appropriate response times for code enforcement complaints and follow up inspections, including outreach programs to educate the public regarding codes and regulations.

The goals of the Community Development Department will help the City *Exceed Expectations, improve Collaboration and Enhance Civic Pride.*



**CITY OF WALNUT
PROGRAM SUMMARY
COMMUNITY DEVELOPMENT**

	2013-14		2014-15		2015-16
	ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
PERSONNEL EXPENSE	1,086,155	1,178,170	1,202,786	1,176,455	1,251,590
OPERATIONS EXPENSE	999,811	1,030,420	1,115,194	1,115,478	1,035,370
TOTAL OPERATING EXPENSE	2,085,965	2,208,590	2,317,980	2,291,933	2,286,960
CAPITAL	78,321	99,300	109,065	107,600	119,070
PROGRAM TOTAL	2,164,287	2,307,890	2,427,045	2,399,533	2,406,030
TOTAL FULL-TIME EMPLOYEES	8.30	9.33	9.33	9.33	10.43
SUB-PROGRAMS:			PAGE		
PLANNING	01-5000			100	
CODE ENFORCEMENT	01-5002			104	
BUILDING & SAFETY	01-5100			108	
SUCCESSOR AGENCY ADMIN.	01-5901			112	
ECONOMIC DEVELOPMENT	01-5911			116	
CDBG - HOUSING REHABILITATION	12-5216			118	
COMMUNITY DEVELOP. BLOCK GRNT	12-5218 - 12-6430			120	
PROPOSITION C	13-5310 - 13-9306			122	
METROLINK	13-5430			126	
PROPOSITION R	16-5500			128	
PROPOSITION A	23-5300			130	
DIAL-A-CAB	23-5410			132	
WHA PROJECT ADMINISTRATION	41-5800			134	
WHA HOUSING MONITORING	41-5850			138	

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: COMMUNITY DEVELOPMENT

SUB-PROGRAM: PLANNING

APPROPRIATION DETAIL								
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16			
		ACTUAL	BUDGET	REVISED BUDGET	APPROVED ESTIMATE BUDGET			
PERSONNEL								
01-5000-5101	REGULAR SALARIES	262,958	325,630	337,426	337,420	343,650		
01-5000-5102	REGULAR PART-TIME EMPLOYEES	8,806	0	10,000	9,845	15,060		
01-5000-5105	HEALTH & LIFE INSURANCE	47,841	57,290	57,185	57,176	59,990		
01-5000-5107	WORKERS' COMPENSATION	5,271	5,460	5,142	5,077	7,080		
01-5000-5108	PERS	49,514	58,950	56,067	56,004	47,670		
01-5000-5110	MEDICARE	4,042	4,950	4,985	4,976	5,440		
01-5000-5111	SICK LEAVE/VACATION BUYBACK	2,187	8,430	1,850	1,850	7,300		
	TOTAL PERSONNEL	380,619	460,710	472,655	472,348	486,190		
OPERATIONS								
01-5000-6201	CONFERENCE & MEETING	244	1,250	750	750	1,250		
01-5000-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	451	750	825	825	750		
01-5000-6206	ADVERTISING	5,588	3,250	9,685	8,000	8,000		
01-5000-6208	VEHICLE OPERATIONS	783	3,250	3,250	3,250	3,250		
01-5000-6215	VEHICLE/CELL ALLOWANCE	5,293	7,000	7,075	7,075	9,170		
01-5000-6216	PROFESSIONAL SERVICES	0	7,500	17,865	17,865	17,500		
01-5000-6227	CONTRACTUAL SERVICES	0	10,000	0	0	0		
01-5000-6231	MAPS, PRINTS, PHOTOS, FILM	3,415	3,500	4,635	2,635	3,500		
01-5000-6256	EQUIPMENT USAGE	3,790	5,260	5,260	5,260	5,290		
01-5000-6265	COMPUTER USAGE	12,772	25,790	25,790	25,790	26,680		
	TOTAL OPERATIONS	32,336	67,550	75,135	71,450	75,390		
CAPITAL								
01-5000-8401	FURNISHINGS & EQUIPMENT	0	0	5,065	3,600	0		
	TOTAL CAPITAL	0	0	5,065	3,600	0		
	SUB-PROGRAM TOTAL	412,955	528,260	552,855	547,397	561,580		
FUNDING SOURCE: GENERAL			F/T EMPLOYEES	3.15	4.15	4.15	4.15	4.35

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
PLANNING (5000)

The Planning Department provides for the administration of State and Local regulations governing planning and development, and through the adoption of a comprehensive General Plan, aims to ensure the future social and economic well-being of the City's residents. Primary functions include maintaining the City's General Plan, providing zoning administration through the issuance of conditional use permits and variances, performing plan checks and site plan reviews, and providing staff support to the City's Planning Commission and City Council.

PERSONNEL:

5101 **Regular Salaries**

Director of Community Development - 35%

Responsible for the City's Planning, Project Engineering, Code Enforcement, Building & Safety, Housing Program Administration, Economic Development, and Successor Agency activities. (25% in 01-5100, 15% in 01-5901, 25% in 41-5800)

City Planner - 90%

Responsible for processing projects including Planning, Housing, and Code Enforcement. (10% in 01-5002)

Senior Management Analyst – 30%

Responsible for the CDBG program, Prop A, Prop C, Measure R and special projects (37% in 23-5300, 33% in 13-5400, 0% in 16-5500).

Associate Planner – 40%

Responsible for processing projects including Planning, Housing, and Code Enforcement. (10% in 01-5002, 50% in 41-5800)

Associate Planner- 20%

Responsible for processing projects including Planning, Housing, and Code Enforcement. (50% in 01-5002, 30% in 41-5800)

Code Enforcement Specialist (2) - 20%

Responsible for processing projects including Planning and Housing. (80% in 01-5002)

Assistant Planner – 100%

Responsible for processing projects including Planning, Housing, and Code Enforcement.

Administrative Assistant - 80%

Responsible for Planning Commission agendas and minutes, assisting with staff reports, and processing regular correspondence for the Community Development Department. (20% in 01-5100)

5102 **Regular Part-Time Employees**

Planning Intern - 100%

Provides assistance to the Planners by reviewing projects that include Planning, Housing and Code Enforcement.

5105 - 5111 See Appendix

OPERATIONS:

6201 **Conference & Meeting**

Provides for one member of the Planning Commission and staff to attend the League of California Cities Annual Planning Commissioners Institute. Also provides for monthly meetings of the East San Gabriel Valley Planning Committee, and American Planning Association.

6203 **Membership, Dues, Subscriptions, Books, Fees**

Provides for the Planning Commission's membership in the East San Gabriel Valley Planning Committee; yearly subscription to builder publications; one yearly membership to the American Planning Association. Also includes membership in LAFCO and notary bonding and fees.

6206 **Advertising**

Provides for advertising the Planning Division's legal notices.

6208 **Vehicle Operations**

Provides for 35% of the operation costs for the Director of Community Development's staff vehicle (Prius 1363758).

6215 **Vehicle Allowance/Cell**

Provides for vehicle allowance and cell phone stipend for the City Planner, Associate Planners, and Senior Management Analyst and cell phone stipend for the Director of Community Development and Assistant Planner distributed the same as payroll.

6216 **Professional Services**

Provides for administration of the Community Development Block Grant Program. In addition, provides availability for the provision of contract staff for large scale projects and sub-consultants to provide technical support regarding CEQA/Environmental and other planning/land use matters as needed.

6227 **Contractual Services**

In prior years, provided for administration of the Community Development Block Grant Program. For 2015-16, moved to account number 01-5000-6216.

6231 **Maps, Prints, Photos, Film**

Provides for maps, plans, and photos for the Planning, Engineering, and Traffic Engineering departments. Also provides for the purchase of current Assessor's maps and records. Also, includes annual agreement for aerial photo updates.

6256 - 6265 See Appendix

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: COMMUNITY DEVELOPMENT

SUB-PROGRAM: CODE ENFORCEMENT

APPROPRIATION DETAIL							
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16		
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE APPROVED BUDGET		
PERSONNEL							
01-5002-5101	REGULAR SALARIES	92,598	98,690	108,594	143,980		
01-5002-5105	HEALTH & LIFE INSURANCE	20,357	20,250	22,950	31,050		
01-5002-5107	WORKERS' COMPENSATION	3,587	2,950	3,277	5,370		
01-5002-5108	PERS	18,275	20,550	22,617	18,640		
01-5002-5110	MEDICARE	1,372	1,510	1,653	2,170		
01-5002-5111	SICK LEAVE/VACATION BUYBACK	322	3,610	1,250	3,230		
	TOTAL PERSONNEL	136,511	147,560	160,341	204,440		
OPERATIONS							
01-5002-6201	CONFERENCE & MEETING	0	500	500	500		
01-5002-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	75	100	100	100		
01-5002-6210	PRINTING	652	200	200	200		
01-5002-6214	MILEAGE REIMBURSEMENT	0	40	240	300		
01-5002-6215	VEHICLE/CELL ALLOWANCE	1,688	1,680	1,680	2,240		
01-5002-6216	PROFESSIONAL SERVICES	3,366	0	0	0		
01-5002-6218	SPECIAL LEGAL	3,224	1,800	26,800	1,800		
01-5002-6231	MAPS, PRINTS, PHOTOS, FILM	0	700	500	700		
01-5002-6239	UNIFORMS	0	250	250	250		
01-5002-6253	TELEPHONE	0	0	0	1,000		
01-5002-6256	EQUIPMENT USAGE	1,810	1,900	1,900	2,800		
01-5002-6265	COMPUTER USAGE	9,080	9,320	9,320	14,110		
	TOTAL OPERATIONS	19,896	16,490	41,490	24,000		
CAPITAL							
	TOTAL CAPITAL	0	0	0	0		
	SUB-PROGRAM TOTAL	156,406	164,050	201,831	228,440		
FUNDING SOURCE: GENERAL		F/T EMPLOYEES	1.50	1.50	1.50	1.50	2.30

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
CODE ENFORCEMENT (5002)

The Code Enforcement Department provides for the enforcement of the City's Municipal Code pertaining to zoning and property maintenance regulations. Primary functions include attaining code compliance from violators of property maintenance, abandoned vehicles, sign ordinances, and various other City codes, performing field inspections and follow-up of reported violations, preparing cases for prosecution, and attending administrative conferences and court hearings when necessary.

PERSONNEL:

5101 **Regular Salaries**

City Planner - 10%

Responsible for supervising and working with the Code Enforcement Specialist in response to the City's zoning and municipal ordinances; including but not limited to illegal dumping, inoperable vehicles, illegal storage of recreation vehicles, and property maintenance. (90% in 01-5000)

Associate Planner - 10%

Responsible for working with Code Enforcement Specialist and process development applications to attain compliance with zoning and property maintenance regulations. (40% in 01-5000; 50% in 41-5800)

Associate Planner – 50%

Responsible for working with Code Enforcement Specialist and process development applications to attain compliance with zoning and property maintenance regulations. (20% in 01-5000, 30% in 41-5800)

Code Enforcement Specialist (2) - 80%

Responsible for processing projects, including planning and housing. Also, responsible for enforcing and attaining compliance with zoning and property maintenance regulations. (20% in 01-5000)

5105 - 5111 See Appendix

OPERATIONS:

- 6201 **Conference & Meeting**
Provides for the attendance of a Code Enforcement Specialist at various local one-day seminars and at the annual conference of the California Association of Code Enforcement Officers.
- 6203 **Membership, Dues, Subscriptions, Books, Fees**
Provides for membership of two (2) employees to the California Association of Code Enforcement Officers. Also includes the purchase of resource materials.
- 6210 **Printing**
Provides for printing of forms used by Code Enforcement such as door hanger notices, post cards, brochures, etc.
- 6214 **Mileage Reimbursement**
Provides for staff mileage expenses.
- 6215 **Vehicle Allowance/Cell**
Provided for a vehicle allowance and cell phone stipend for the City Planner and Associate Planners, distributed the same as payroll.
- 6216 **Professional Services**
In 2014-15, provided for expenses related to Code Enforcement.
- 6218 **Special Legal**
Provides for legal expenses and City prosecutor services related to Code Enforcement and Nuisance Abatement activities.
- 6231 **Maps, Prints, Photos, Film**
Provides for the cost of printing photos, maps, and exhibits required for documentation of code violations.
- 6239 **Uniforms**
Provides for work shirt and boot reimbursement.
- 6253 **Telephone**
Provides for the telephone service for Code Enforcement related functions.
- 6256 - 6265 See Appendix



**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: COMMUNITY DEVELOPMENT

SUB-PROGRAM: BUILDING & SAFETY

APPROPRIATION DETAIL					
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE APPROVED BUDGET
PERSONNEL					
01-5100-5101	REGULAR SALARIES	30,642	32,010	32,010	47,080
01-5100-5105	HEALTH & LIFE INSURANCE	5,143	5,270	5,270	6,980
01-5100-5107	WORKERS' COMPENSATION	1,901	490	490	820
01-5100-5108	PERS	6,034	6,650	6,650	7,340
01-5100-5110	MEDICARE	456	480	480	710
01-5100-5111	SICK LEAVE/VACATION BUYBACK	717	790	640	1,720
	TOTAL PERSONNEL	44,893	45,690	45,540	64,650
OPERATIONS					
01-5100-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	125	130	130	130
01-5100-6208	VEHICLE OPERATIONS	336	720	720	720
01-5100-6215	VEHICLE/CELL ALLOWANCE	90	120	120	150
01-5100-6233	BUILDING INSPECTION SERVICES	283,844	231,250	231,250	297,000
01-5100-6249	INDUSTRIAL WASTE SERVICE	19,869	40,000	40,000	50,000
01-5100-6256	EQUIPMENT USAGE	420	440	440	550
01-5100-6265	COMPUTER USAGE	2,120	2,180	2,180	2,760
	TOTAL OPERATIONS	306,804	274,840	274,840	351,310
CAPITAL					
	TOTAL CAPITAL	0	0	0	0
	SUB-PROGRAM TOTAL	351,697	320,530	320,380	415,960
FUNDING SOURCE: GENERAL		F/T EMPLOYEES	0.35	0.35	0.35
(PLAN CHECK & INSPECTION SERVICES OFFSET BY FEES CHARGED)					0.45

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
BUILDING & SAFETY (5100)

The Building and Safety Department provides for the enforcement of State-mandated laws and uniform codes governing building and construction. Primary functions include providing the public with basic building regulations and assistance, issuing permits, maintaining all permit records, and performing building inspections to ensure building compliance with building, electrical, plumbing, mechanical, State safety laws and City ordinances.

PERSONNEL:

5101 **Regular Salaries**

Director of Community Development - 25%

Responsible for the City's Planning, Project Engineering, Code Enforcement, Building & Safety, Housing Program Administration, Economic Development, and Successor Agency activities. (35% in 01-5000, 15% in 01-5901, 25% in 41-5800)

Administrative Assistant - 20%

Responsible for Planning Commission agendas and minutes, assisting with economic development reports and processing regular correspondence. (80% in 01-5000)

5105 - 5111 See Appendix

OPERATIONS:

6203 **Membership, Dues, Subscriptions, Books, Fees**

Provides for the City's annual membership to the International Code Council (ICC).

6208 **Vehicle Operations**

Provides for 25% of the operation costs for the Director of Community Development's vehicle (Prius 1363758).

6215 **Vehicle/Cell Allowance**

Provides for cell phone stipend for Director of Community Development distributed the same as payroll.

6233 **Building Inspection Services**

Provides for building plan check and building inspection services through a contract agreement with RKA Consulting Group, including staff and public counter assistance, energy plan checks, building & safety full plan checks, building & safety standard plan checks, and building & safety permits. The budget amount is comprised of the following:

01-3220	Full Plan Check	\$275,000 x 45%	\$123,750
01-3230	Standard Plan Check	0 x 20%	\$0
01-3240	Building Permits	\$495,000 x 35%	<u>\$173,250</u>
		TOTAL	\$297,000

6249 **Industrial Waste Service**

Provides for industrial waste services in conjunction with the Los Angeles County Department of Public Works (offset by industrial waste inspection fees).

6256 - 6265 See Appendix



**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: COMMUNITY DEVELOPMENT

SUB-PROGRAM: SUCCESSOR AGENCY ADMIN

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	BUDGET	ESTIMATE	APPROVED BUDGET
PERSONNEL						
01-5901-5101	REGULAR SALARIES	161,879	141,210	141,210	141,992	122,840
01-5901-5105	HEALTH & LIFE INSURANCE	20,129	17,190	17,190	17,243	15,120
01-5901-5107	WORKERS' COMPENSATION	1,951	2,170	2,170	2,111	2,140
01-5901-5108	PERS	29,617	29,320	29,320	28,380	18,460
01-5901-5110	MEDICARE	2,487	2,190	2,190	2,079	1,920
01-5901-5111	SICK LEAVE/VACATION BUYBACK	5,716	5,950	5,950	3,052	5,000
	TOTAL PERSONNEL	221,779	198,030	198,030	194,855	165,480
OPERATIONS						
01-5901-6201	CONFERENCE & MEETING	5,655	4,000	4,000	4,000	4,000
01-5901-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	0	1,000	1,000	1,000	1,000
01-5901-6208	VEHICLE OPERATIONS	1,419	2,200	2,200	2,200	2,200
01-5901-6210	PRINTING	0	1,190	1,190	1,190	1,190
01-5901-6215	VEHICLE/CELL ALLOWANCE	2,855	2,510	2,510	2,522	2,460
01-5901-6216	PROFESSIONAL SERVICES	7,399	15,000	15,000	18,163	37,320
01-5901-6218	SPECIAL LEGAL	2,904	13,830	13,830	13,830	25,000
01-5901-6227	CONTRACTUAL SERVICES	0	4,000	4,000	4,000	4,000
01-5901-6256	EQUIPMENT USAGE	1,330	1,400	1,400	1,400	1,220
01-5901-6265	COMPUTER USAGE	6,660	6,840	6,840	6,840	6,130
	TOTAL OPERATIONS	28,221	51,970	51,970	55,145	84,520
CAPITAL						
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	250,000	250,000	250,000	250,000	250,000
FUNDING SOURCE: SA-RPPTF		F/T EMPLOYEES	1.10	1.10	1.10	1.10
			1.10	1.10	1.10	1.00

Redevelopment Property Tax Trust Fund

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16

SUCCESSOR AGENCY ADMINISTRATION (5901)

This department provides for the administration cost associated with the activities of the Successor Agency, including the Oversight Board.

PERSONNEL:

5101 **Regular Salaries**

Provides for compensation to City employees which have time allocated as follows:

Director of Administrative Services	15%
Director of Community Development	15%
City Manager	15%
City Clerk	15%
Finance Officer	10%
Finance Analyst (2 @ 10%)	20%
Accounting Technicians (2 @ 5%)	10%

5105 - 5111 See Appendix

OPERATIONS:

6201 **Conference & Meeting**

Provides for attendance at the League of California Cities, meetings, conferences, and training as needed.

6203 **Membership, Dues, Subscriptions, Books, Fees**

Provides for publications and membership.

6208 **Vehicle Operations**

Provides for 15% of the operations of the Director of Community Development vehicle (Prius 1363758) and 15% of the City Manager's vehicle. (GMC 1088861)

6210 **Printing**

Provides for printing cost associated with the Successor Agency Administration.

6215 **Vehicle Allowance/Cell**

Provides for vehicle allowances for the Director of Administrative Services, City Clerk, Finance Officer, and Finance Analysts, which are distributed the same as payroll. Also provides for monthly cell phone stipend for Director of Community Development, City Manager, Director of Administrative Services, City Clerk, Finance Officer, and Finance Analysts.

6216 **Professional Services**

Provides for fiscal, procedural and bond consultants.

6218 **Special Legal**

Provides for legal consulting.

6227 **Contractual Services**

Provides for records retention, and software maintenance.

6256 – 6265 See Appendix



**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: COMMUNITY DEVELOPMENT

SUB-PROGRAM: ECONOMIC DEVELOPMENT

APPROPRIATION DETAIL					
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16
		ACTUAL	BUDGET	REVISED BUDGET	APPROVED ESTIMATE BUDGET
PERSONNEL					
01-5911-5101	REGULAR SALARIES	0	0	0	0
01-5911-5105	HEALTH & LIFE INSURANCE	0	0	0	0
01-5911-5107	WORKERS' COMPENSATION	0	0	0	0
01-5911-5108	PERS	0	0	0	0
01-5911-5110	MEDICARE	0	0	0	0
	TOTAL PERSONNEL	0	0	0	0
OPERATIONS					
01-5911-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	100	500	500	500
01-5911-6229	COMMUNITY RELATIONS	5,440	20,000	7,500	7,500
	TOTAL OPERATIONS	5,540	20,500	8,000	8,000
CAPITAL					
	TOTAL CAPITAL	0	0	0	0
	SUB-PROGRAM TOTAL	5,540	20,500	8,000	8,000
FUNDING SOURCE: GENERAL		F/T EMPLOYEES	0.00	0.00	0.00
			0.00	0.00	0.00

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16

ECONOMIC DEVELOPMENT (5911)

In June of 1996, the Economic Development Commission was formed to provide input and guidance to the City Council on issues that relate to the economic growth of the community. This department was previously funded under the Walnut Improvement Agency, which was dissolved in February 2011 but was relocated within the City's General Fund in 2003-04 FY.

OPERATIONS:

6203 Membership, Dues, Subscriptions, Books, Fees

Provides for membership in the International Council of Shopping Centers (ICSC) for the City Manager, Director of Community Development and City Planner.

6229 Community Relations

Provides for REDI Program (Retain, Enhance, Draw, Improve) marketing materials to distribute at miscellaneous business events, including Family Festival and furthering the Walnut Business Incentive Program (BIPS).

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: COMMUNITY DEVELOPMENT

SUB-PROGRAM: CDBG - HOUSING REHAB.

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16	
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	PERSONNEL					
	TOTAL PERSONNEL	0	0	0	0	0
	OPERATIONS					
12-5216-6216	PROFESSIONAL SERVICES	19,444	29,050	29,050	29,050	28,760
	TOTAL OPERATIONS	19,444	29,050	29,050	29,050	28,760
	CAPITAL					
12-5216-6350	LOANS	49,100	63,680	63,680	63,680	70,190
12-5216-6354	GRANTS	25,280	31,620	31,620	31,620	44,880
	TOTAL CAPITAL	74,380	95,300	95,300	95,300	115,070
	SUB-PROGRAM TOTAL	93,824	124,350	124,350	124,350	143,830
FUNDING SOURCE: CDBG						

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16

C.D.B.G. – HOUSING REHABILITATION (12-5216)

This program assists residents that qualify as low-moderate income clientele under HUD guidelines. Funds will be provided in the form of grants and/or loans to help elderly and low-mod single family homeowners to complete minor home repairs and eliminate code deficiencies. Part of these funds includes administration of this program to maintain program guidelines plus process applications and other required documents associated with this program.

OPERATIONS:

6216 Professional Services

These funds will be used to obtain contract to administer and to process applications. Fees shall equate to no more than 20% of the project amount.

6350 Loans

Provides low interest loans of up to \$30,000/application to qualified elderly or low-mod income persons to perform minor home repairs to single family homes.

6354 Grants

Provides grants up to \$7,500/application to qualified elderly or low-mod income persons to perform minor home repairs on single family homes.

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: COMMUNITY DEVELOPMENT

SUB-PROGRAM: COMM. DEV. BLOCK GRANT

APPROPRIATION DETAIL					
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16
		ACTUAL	BUDGET	REVISED BUDGET	APPROVED ESTIMATE BUDGET
	PERSONNEL				
	TOTAL PERSONNEL	0	0	0	0
	OPERATIONS				
12-5218-6216	SENIOR TRANSPORTATION PROFESSIONAL	2,515	0	0	0
12-5218-6227	SENIOR TRANSPORTATION CONTRACTUAL	10,712	14,420	14,420	14,160
12-5220-6227	GAINING RECOVERY OF WIDOWHOOD	2,400	2,400	2,400	2,400
12-6430-6216	ADA SIDEWALK REPAIR PROFESSIONAL	32,511	0	0	0
12-6430-6227	ADA SIDEWALK REPAIR CONTRACTUAL	97,909	0	0	0
	TOTAL OPERATIONS	146,047	16,820	16,820	16,560
	CAPITAL				
	TOTAL CAPITAL	0	0	0	0
	SUB-PROGRAM TOTAL	146,047	16,820	16,820	16,560
FUNDING SOURCE: CDBG					

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16

COMMUNITY DEVELOPMENT BLOCK GRANT (FUND 12)

This Division provides for Public Service Programs administration, and other projects funded by the Federal Community Development Block Grant Program. The Los Angeles County Community Development Commission, under the provisions of the 1974 Housing and Community Development Act administers this grant. The County reimburses the City for program costs and the time spent administering the program. Administration costs may not exceed 20% of the total grant. Public service Programs provide funding to organizations and service providers that help to serve low and moderate persons within the community. A maximum of 15% of the total grant may be allocated to Public Service Programs.

OPERATIONS:

12-5218-6227 **Senior Transportation**

This is a continued program to provide transportation for seniors to scheduled events.

12-5220-6227 **GROW (Gaining Recovery of Widowhood)**

This is a continued program to provide counseling support services for widowed seniors once a month at the Senior Center.

12-6430-6227 **ADA Sidewalk Repair**

In 2013-14, provided for construction costs related to city-wide sidewalk repair for compliance with American with Disabilities Act.

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: COMMUNITY DEVELOPMENT

SUB-PROGRAM: PROPOSITION C

APPROPRIATION DETAIL							
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16		
		ACTUAL	BUDGET	REVISED BUDGET ESTIMATE	APPROVED BUDGET		
PERSONNEL							
13-5400-5101	REGULAR SALARIES	19,463	21,740	21,740	28,920		
13-5400-5105	HEALTH & LIFE INSURANCE	3,528	3,380	3,380	4,460		
13-5400-5107	WORKERS' COMPENSATION	262	330	330	500		
13-5400-5108	PERS	3,935	4,520	4,520	4,510		
13-5400-5110	MEDICARE	299	330	330	450		
13-5400-5111	SICK LEAVE/VACATION BUYBACK	0	150	150	1,190		
	TOTAL PERSONNEL	27,486	30,450	30,450	40,030		
OPERATIONS							
13-5315-6227	PARK & RIDE CONTRACTUAL	14,790	16,990	16,990	16,990		
13-5315-6250	PARK & RIDE WATER	2,649	2,690	2,690	2,690		
13-5315-6251	PARK & RIDE ELECTRICITY	685	1,320	1,320	1,320		
13-5400-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	4,530	4,530	4,530	4,530		
13-5400-6215	VEHICLE/CELL ALLOWANCE	628	600	600	1,060		
13-9306-6227	RECREATION EXCURSIONS	41,512	43,000	43,000	43,000		
	TOTAL OPERATIONS	64,794	69,130	69,130	69,590		
CAPITAL							
13-5310-8410	BUS SHELTER SOLAR LIGHTING	778	800	800	800		
13-5311-8410	BUS BENCH REPLACEMENT	3,163	3,200	3,900	3,200		
	TOTAL CAPITAL	3,941	4,000	4,700	4,000		
	SUB-PROGRAM TOTAL	96,221	103,580	104,280	113,620		
FUNDING SOURCE: PROP. C		F/T EMPLOYEES	0.33	0.25	0.25	0.25	0.33

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
PROPOSITION C (FUND 13)

The voters of the County of Los Angeles approved Proposition C in November of 1990, authorizing an additional ½ cent sales tax for local transportation projects. This account provides monies for Proposition C - Los Angeles County Transportation Commission (LACTC) approved projects.

PERSONNEL:

13-5400-5101 **Regular Salaries**

Senior Management Analyst- 33%

Responsible for performing the administration of Proposition C. The amount of funds expended for Administration may not exceed 20% of the total amount expended on Proposition C projects. (37% in 23-5300, 30% in 01-5000, 0% in 16-5500)

5105 - 5111 See Appendix

OPERATIONS:

13-5315-6227 **Park & Ride Contractual Services**

Provides for landscape maintenance of the Park & Ride lot and storm ceptor maintenance.

13-5315-6250 **Park & Ride Water**

Provides for irrigation of landscaping at the lot. Formerly in Fund 23.

13-5315-6251 **Park & Ride Electricity**

Provides for lighting of the parking lot.

13-5400-6203 **Membership, Dues, Subscription, Books, Fees**

Provides for the City's share of costs associated with San Gabriel Valley Council of Governments Transit and Transportation Program. (\$2,340 in 01-4700 and \$3,600 in 09-5610)

13-5400-6215 **Vehicle Allowance/Cell**

Provides for a vehicle allowance and cell phone stipend for the Senior Management Analyst, distributed the same as payroll.

13-9306-6227 **Recreation Excursions**

Provides for services rendered under contract for recreation excursion bus charters. The Recreation Department utilizes these funds to schedule excursions to various attractions during the year.

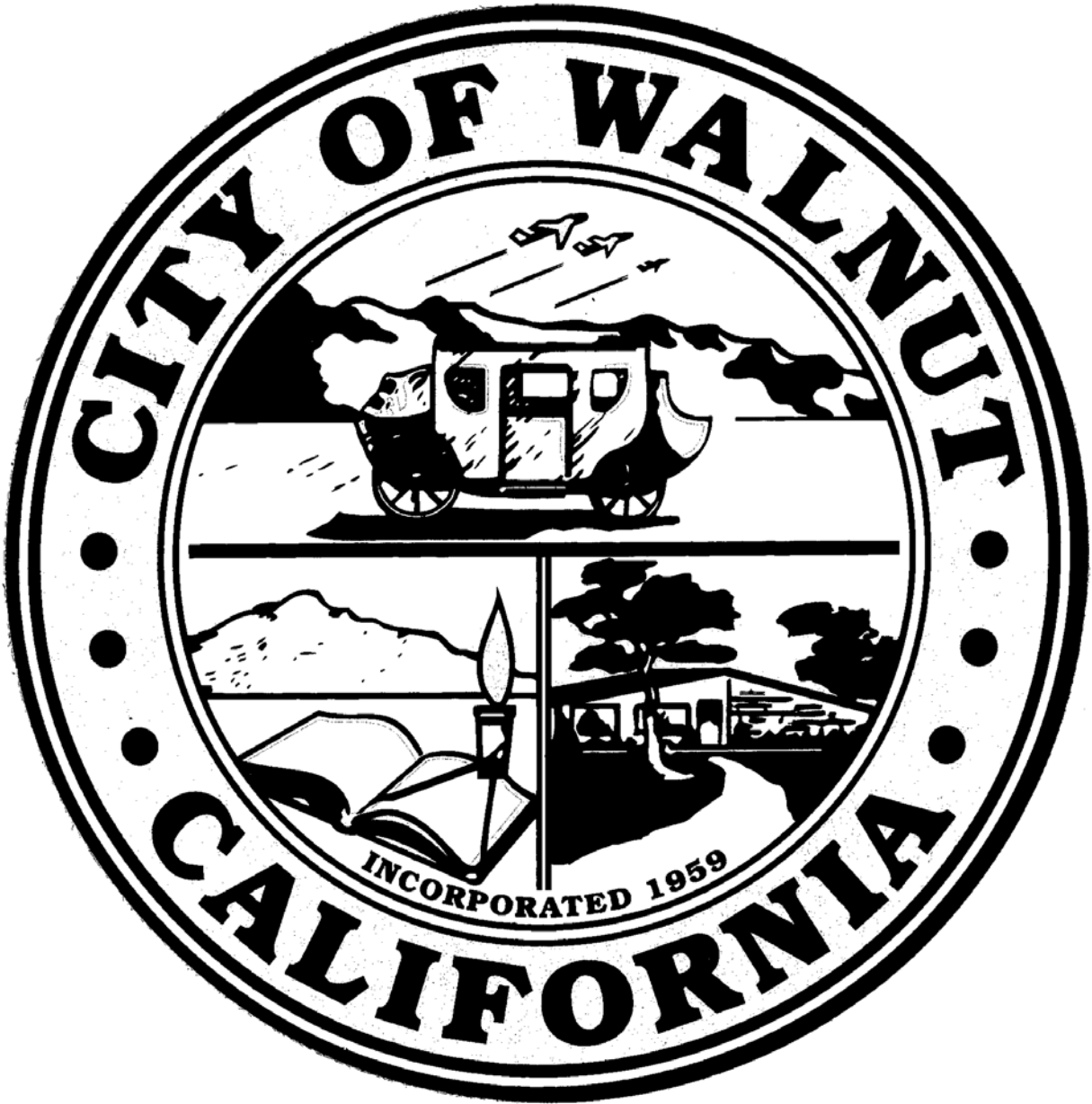
CAPITAL:

13-5310-8410 **Bus Shelter – Solar lighting**

Provides for solar panel lighting at various bus shelters.

13-5311-8410 **Bus Bench Replacement – Improvements Other Than Buildings**

Provides for the replacement of damaged bus benches.



**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: COMMUNITY DEVELOPMENT

SUB-PROGRAM: METROLINK

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16	
		ACTUAL	BUDGET	REVISED BUDGET ESTIMATE	APPROVED BUDGET	
PERSONNEL						
13-5430-5101	REGULAR SALARIES	6,369	7,180	7,180	7,360	
13-5430-5105	HEALTH & LIFE INSURANCE	1,662	1,690	1,690	1,690	
13-5430-5107	WORKERS' COMPENSATION	84	110	110	130	
13-5430-5108	PERS	1,260	1,500	1,500	1,150	
13-5430-5110	MEDICARE	95	110	110	110	
13-5430-5111	SICK LEAVE/VACATION BUYBACK	178	250	290	310	
	TOTAL PERSONNEL	9,648	10,840	10,880	10,750	
OPERATIONS						
13-5430-6227	CONTRACTUAL SERVICES	34,600	48,000	97,660	67,200	
	TOTAL OPERATIONS	34,600	48,000	97,660	67,200	
CAPITAL						
	TOTAL CAPITAL	0	0	0	0	
	SUB-PROGRAM TOTAL	44,248	58,840	108,540	77,950	
FUNDING SOURCE: PROP C		F/T EMPLOYEES	0.10	0.13	0.13	0.13

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
METROLINK SUBSIDY (13-5430)

Metrolink Subsidy provides a subsidy discount for Metrolink train passes. The Metrolink is a viable transportation option that runs along several rail lines and terminates in downtown Los Angeles. Walnut residents providing proof of residency will receive a discount when purchasing a monthly Metrolink pass.

PERSONNEL:

13-5430-5101 **Regular Salaries**

Accounting Technician-12.5%

Responsible for assisting the public at the Finance department counter, handling phone calls business license information, and passport application processing. Assisting the public at the main reception area, receiving payments at the front desk, issuing permits, and verifying subsidy eligibility for Foothill Transit, EZ Pass and Metrolink passes. (10% in 01-8002, 20% in 05-8200, 57.5% in 01-4500)

5105 - 5110 See Appendix

OPERATIONS:

13-5430-6227 **Contractual Services**

Provides for reduction in price to Walnut residents for Metrolink transportation. Subsidy set at \$32 per pass up to a maximum of 300 passes per month. For 2015-16, budgeting for 175 pass per month.

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: COMMUNITY DEVELOPMENT

SUB-PROGRAM: PROPOSITION R

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	PERSONNEL					
16-5500-5101	REGULAR SALARIES	0	6,960	6,960	6,402	0
16-5500-5105	HEALTH & LIFE INSURANCE	0	1,080	1,080	1,097	0
16-5500-5107	WORKERS' COMPENSATION	0	110	110	95	0
16-5500-5108	PERS	0	1,450	1,450	1,282	0
16-5500-5110	MEDICARE	0	100	100	92	0
16-5500-5111	SICK LEAVE BUYBACK	0	50	50	0	0
	TOTAL PERSONNEL	0	9,750	9,750	8,968	0
	OPERATIONS					
16-5500-6215	VEHICLE ALLOWANCE/CELL	0	190	190	197	0
	TOTAL OPERATIONS	0	190	190	197	0
	CAPITAL					
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	0	9,940	9,940	9,165	0
FUNDING SOURCE: PROP R	F/T EMPLOYEES	0.00	0.08	0.08	0.08	0.00

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
PROPOSITION R (FUND 16)

In November 2008, Proposition R was approved County-wide by a two-thirds voting majority, committing a projected \$40 billion to traffic relief and transportation upgrades throughout the County over the next 30 years via a half-cent sales tax. Similar to the existing Proposition A and C restricted funds, Proposition R funds are restricted to certain uses and may be put to work by cities for approved projects. Metrolink subsidies and certain recreation excursions are eligible uses under Proposition R.

PERSONNEL:

16-5500-5101 **Regular Salaries**

Senior Management Analyst–0%

Responsible for performing the administration of Proposition R. The amount of funds expended for Administration may not exceed 20% of the total amount expended on Proposition R projects (37% in 23-5300, 33% in 13-5400, 30% in 01-5000).

5105 - 5111 See Appendix

OPERATIONS:

16-5500-6215 **Vehicle Allowance/Cell**

In FY 2014-15, provided for a vehicle allowance for the Senior Management Analyst, distributed the same as payroll.

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: COMMUNITY DEVELOPMENT

SUB-PROGRAM: PROPOSITION A

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16	
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE APPROVED BUDGET	
PERSONNEL						
23-5300-5101	REGULAR SALARIES	28,851	32,180	32,180	38,040	
23-5300-5105	HEALTH & LIFE INSURANCE	5,012	5,000	5,000	6,350	
23-5300-5107	WORKERS' COMPENSATION	377	500	500	660	
23-5300-5108	PERS	5,685	6,690	6,690	5,940	
23-5300-5110	MEDICARE	431	480	480	590	
23-5300-5111	SICK LEAVE/VACATION BUYBACK	0	210	210	1,440	
	TOTAL PERSONNEL	40,356	45,060	45,060	53,020	
OPERATIONS						
23-5300-6215	VEHICLE/CELL ALLOWANCE	892	890	890	1,180	
	TOTAL OPERATIONS	892	890	890	1,180	
CAPITAL						
	TOTAL CAPITAL	0	0	0	0	
	SUB-PROGRAM TOTAL	41,248	45,950	45,950	54,200	
FUNDING SOURCE: PROP A		F/T EMPLOYEES	0.37	0.37	0.37	0.47

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
PROPOSITION A (FUND 23)

The voters of the County of Los Angeles approved Proposition A in 1980 authorizing an additional ½ cent sales tax for local transportation projects. This account provides monies for Proposition A - Metropolitan Transportation Authority (MTA) approved projects.

PERSONNEL:

23-5300-5101 **Regular Salaries**

Senior Management Analyst - 37%

Responsible for Proposition A administration. The amount of funds expended for Administration may not exceed 15% of the total amount expended on Proposition A projects. (25% in 13-5400, 30% in 01-5000, 8% in 16-5500)

Administrative Assistant -10%

Responsible for the processing of Dial-A-Cab application. (90% in 01-4700)

5105 - 5111 See Appendix

OPERATIONS:

23-5300-6215 **Vehicle Allowance/Cell**

Provides for a vehicle allowance and cell phone stipend for the Senior Management Analyst, distributed the same as payroll.

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: COMMUNITY DEVELOPMENT

SUB-PROGRAM: DIAL-A-CAB

APPROPRIATION DETAIL					
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16
		ACTUAL	BUDGET	REVISED BUDGET ESTIMATE	APPROVED BUDGET
	PERSONNEL				
	TOTAL PERSONNEL	0	0	0	0
	OPERATIONS				
23-5410-6205	OFFICE SUPPLIES	0	0	0	1,000
23-5410-6227	CONTRACTUAL SERVICES	259,197	250,000	250,000	265,000
	TOTAL OPERATIONS	259,197	250,000	250,000	266,000
	CAPITAL				
23-5410-8401	FURNISHINGS & EQUIPMENT	0	0	4,000	0
	TOTAL CAPITAL	0	0	4,000	0
	SUB-PROGRAM TOTAL	259,197	250,000	254,000	266,000
FUNDING SOURCE: PROP. A					

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
DIAL-A-CAB (23-5410)

Funded through Proposition A, Dial-A-Cab provides transportation service to Walnut senior citizens, 55 years or older, and persons with disabilities. The service allows Walnut residents to travel within a five-mile radius of the City and to certain approved locations outside the five-mile radius.

OPERATIONS:

6205 **Office Supplies**

Provides for the identification cards and miscellaneous supplies for the Dial-A-Cab Photo Identification System.

6227 **Contractual Services**

Provides for transportation costs for the Dial-A-Cab program through contractual services.

CAPITAL:

8401 **Furnishings & Equipment**

In 2014-15, provided for the purchase of the Dial-A-Cab Photo Identification System.

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: COMMUNITY DEVELOPMENT

SUB-PROGRAM: WHA PROJ. ADMINISTRATION

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16	
		ACTUAL	BUDGET	REVISED BUDGET	APPROVED ESTIMATE BUDGET	
PERSONNEL						
41-5800-5101	REGULAR SALARIES	160,090	162,190	162,190	162,608	166,690
41-5800-5102	REGULAR PART-TIME EMPLOYEES	0	0	0	0	0
41-5800-5105	HEALTH & LIFE INSURANCE	21,382	21,060	21,060	21,089	21,060
41-5800-5107	WORKERS' COMPENSATION	2,074	2,910	2,910	2,463	3,470
41-5800-5108	PERS	30,544	33,610	33,610	32,370	25,930
41-5800-5110	MEDICARE	2,484	2,510	2,510	2,371	2,570
41-5800-5111	SICK LEAVE/VACATION BUYBACK	8,291	7,800	7,800	4,256	7,310
	TOTAL PERSONNEL	224,864	230,080	230,080	225,157	227,030
OPERATIONS						
41-5800-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	91	250	250	250	250
41-5800-6208	VEHICLE OPERATIONS	560	1,200	1,200	1,200	1,200
41-5800-6215	VEHICLE/CELL ALLOWANCE	2,805	2,860	2,860	2,873	3,420
41-5800-6216	PROFESSIONAL SERVICES	4,200	20,000	20,000	4,200	15,000
41-5800-6256	EQUIPMENT USAGE	1,690	1,780	1,780	1,780	1,700
41-5800-6265	COMPUTER USAGE	8,480	8,700	8,700	8,700	8,590
41-5800-6278	BANK CHARGES	195	200	200	200	200
	TOTAL OPERATIONS	18,020	34,990	34,990	19,203	30,360
CAPITAL						
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	242,884	265,070	265,070	244,360	257,390
FUNDING SOURCE: WHA		F/T EMPLOYEES	1.40	1.40	1.40	1.40

**CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16**

WALNUT HOUSING AUTHORITY PROJECT ADMINISTRATION (41-5800)

This department provides for the reimbursement of City funds that are expended on Walnut Housing Authority (WHA) project administration. The City is the lead agency for the implementation of these programs in cooperation with the Walnut Housing Agency.

PERSONNEL:

5101 **Regular Salaries**

Provides for compensation to City employees which have time allocated to WHA as follows:

Walnut Housing Authority Members	(\$50 per meeting)
City Manager	25%
Director of Administrative services	10%
Director of Community Development	25%
Associate Planner	50%
Associate Planner	30%

5105 - 5111 See Appendix

OPERATIONS:

6203 **Membership, Dues, Subscriptions, Books, Fees**

Provides for subscriptions to California housing information and other literature.

6208 **Vehicle Operations**

Provides for 25% of the operations of the Director of Community Development vehicle (Prius 1363758).

6215 **Vehicle Allowance/Cell Allowance**

Provides for vehicle allowance for the Director of Administrative Services and the Associate Planners which are distributed the same as payroll. Also provides for monthly cell phone stipend for Director of Community Development, City Manager, Director of Administrative Services, and Associate Planners.

6216 **Professional Services**

Provides for a retainer for legal counsel at \$350 per month, and for property appraisals, property profiles, title searches and pro-forma housing review.

6256 – 6265 See Appendix

6278 **Bank Charges**

Provides for banking activity for WHA bank accounts.



**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: COMMUNITY DEVELOPMENT

SUB-PROGRAM: WHA HOUSING MONITORING

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	PERSONNEL					
	TOTAL PERSONNEL	0	0	0	0	0
	OPERATIONS					
41-5850-6216	PROFESSIONAL SERVICES	64,019	150,000	165,029	165,029	15,000
	TOTAL OPERATIONS	64,019	150,000	165,029	165,029	15,000
	CAPITAL					
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	64,019	150,000	165,029	165,029	15,000
FUNDING SOURCE: WHA						

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16

WHA HOUSING MONITORING (41-5850)

This department handles a variety of programs designed to provide for and ensure the long-term maintenance of affordable housing units under California Redevelopment Law. Affordable Housing funds provide for the implementation and administration of affordable housing programs, including project implementation, low to moderate income household qualification processing, annual monitoring, and other reporting requirements under State housing and redevelopment law.

OPERATIONS:

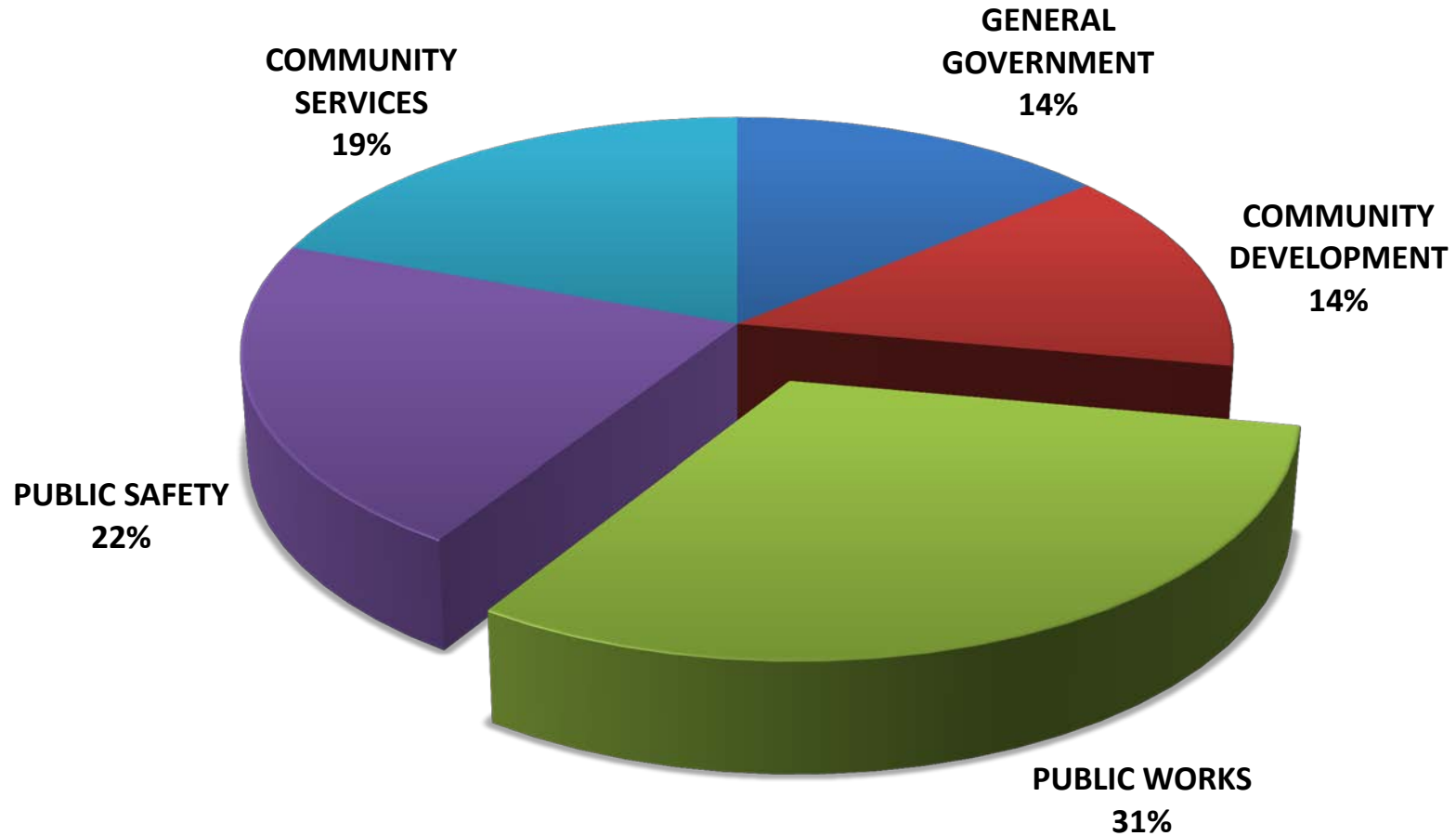
41-5850-6216 **Professional Service**

Provides for consultant related to implementation and monitoring of any affordable housing and provides funding to initiate environmental clearance and land use planning for the General Plan Update.



Public Works

PUBLIC WORKS FISCAL YEAR 2015-16



**Total Public Works Budget
\$5,382,600**

CITY OF WALNUT

PUBLIC WORKS

PROGRAM GOALS & PERFORMANCE MEASURES

The Public Works Program of the budget includes the following sub-programs: Environmental Services, Engineering, Public Works Administration, Storm Drains, Street Sweeping, Street Right-of-Way Maintenance, Traffic Engineering, Weed Abatement, Air Quality Management, General Street Maintenance, Lighting & Open Space Maintenance District (LOSMD), Capital Equipment Replacement, and Recycling.

In **2015-16**, Public Works will work to achieve the following goals:

1. Program new irrigation controllers in the LOSMD to maximize water conservation goals. *We will exceed expectations by seeking new cost efficiencies.*
2. Enhance appearance of LOSMD landscape slopes on arterials and collector roads with General Funds cost sharing in LOSMD Zones. *We will enhance civic pride by ensuring the City is well maintained.*
3. Implement the Water Management Plan (WMP) to include: (a) testing, (b) reporting and if required (c) mitigation. *We will exceed expectations by preparing Walnut for the future.*
4. Conduct annual storm drain maintenance program with contract services and clean-out over 700 catch basins through a contract with Los Angeles County Public Works who will also perform monthly inspections. Continue to maintain and clean screens stalled at the City yard catch basins adjacent to trash receptacles that provide an added layer of protection. *We will enhance civic pride by ensuring the City is well maintained.*
5. Conduct preventative large storm drain receptor maintenance including new installations on Meadow Pass Road. *We will enhance civic pride by promoting public safety.*
6. Meet new standards required for traffic sign reflectivity. *We will enhance civic pride by promoting public safety.*
7. Retain our highly responsive graffiti abatement program focusing on visible areas in the public right of way. *We will enhance civic pride by ensuring the City is well maintained.*
8. Review Traffic safety items including accident histories, warrant studies and public input. *We will enhance civic pride by promoting public safety.*

In 2014-15, Public Works worked to achieve the following goals:

1. Upgrade irrigation system on the LOSMD arterial and collector roads. *We will exceed expectations by seeking new cost efficiencies.*

Performance Measure: Completed.

2. Enhance appearance of LOSMD landscape slopes on arterials and collector roads with General Funds cost sharing in LOSMD Zones. *We will enhance civic pride by ensuring the City is well maintained.*

Performance Measure: In progress. Due to record heat indexes, some of the funds staff anticipated using for landscape improvements were spent on water.

3. Implement the Water Management Plan (WMP) to include: (a) testing, (b) reporting and if required (c) mitigation. *We will exceed expectations by preparing Walnut for the future.*

Performance Measure: The Watershed Management and Integrated Water Plans were completed and submitted to the Regional Water Board for approval. Due to the timing of these approvals, implementation of the plan will likely begin in FY 2015-16.

4. Clean-out over 500 catch basins through a contract with Los Angeles County Public Works who will also perform monthly inspections of the basins. Continue to maintain and clean screens stalled at the City yard catch basins adjacent to trash receptacles that provide an added layer of protection. *We will enhance civic pride by ensuring the City is well maintained.*

Performance Measure: Completed.

5. Meet new standards required for traffic sign reflectivity. *We will enhance civic pride by promoting public safety.*

Performance Measure: Audits were completed and will be the basis for an annual sign replacement program.

6. Retain our highly responsive graffiti abatement program focusing on visible areas in the public right of way. *We will enhance civic pride by ensuring the City is well maintained.*

Performance Measure: Completed.

7. Conduct preventative storm drain maintenance including new installations on Meadow Pass Road. *We will enhance civic pride by promoting public safety.*

Performance Measure: Completed.

8. Review Traffic safety items including accident histories, warrant studies and public input. *We will enhance civic pride by promoting public safety.*

Performance Measure: Completed with monthly Traffic Safety Committee meetings and subsequent administrative and Council actions.

**Public Works
Measureable Outputs**

Output	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
Trees trimmed/serviced/planted	2000	1,200	1,250	2,000	2000
Catch basins cleaned	730	740	730	730	730
Graffiti removal requests completed	750	750	810	800	750
Square Feet of streets resurfaced/slurry sealed	3,171,000	3,056,000	3,640,156	2,276,662	2,575,000
Median improvements/upgrades (square footage)	5000	5,000	0	0	5,000
Curb miles of streets swept annually	6,702	6,968	6,968	6,968	6,968
Acres of LOSMD maintained	274	265	368	368	368
Traffic safety installations (signals, signs, striping)	140	140	180	140	140
Miles of trails audited per year (for repairs/weed abatement)	26	30.8	30.8	33	33
Capital Improvement projects completed (\$100,000 or more)	2	8	8	5	5

**FY 15-16
Public Works
Goals and Relationship to the Mission Statement**

In **FY 2015-16**, the Public Works Division has identified four major goals:

1. Implement required programs under the new NPDES MS4 Permit.
2. Complete La Puente Road resurfacing.
3. Implement water management program for new LOSMD controllers.
4. Evaluate shared collector arterial shared cost program General Fund/LOSMD.

The Public Works Division will enhance civic pride by ensuring the City is well maintained.



**CITY OF WALNUT
PROGRAM SUMMARY
PUBLIC WORKS**

	2013-14		2014-15		2015-16
	ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
PERSONNEL EXPENSE	558,786	614,330	614,330	601,484	627,430
OPERATIONS EXPENSE	4,073,496	4,294,170	4,493,715	4,533,683	4,453,500
TOTAL OPERATING EXPENSE	4,632,283	4,908,500	5,108,045	5,135,167	5,080,930
CAPITAL	227,780	275,550	318,717	318,377	301,670
PROGRAM TOTAL	4,860,063	5,184,050	5,426,762	5,453,544	5,382,600
TOTAL FULL-TIME EMPLOYEES	6.80	5.70	5.70	5.70	5.70
SUB-PROGRAMS:			PAGE		
ENVIRONMENTAL SERVICES	01-5600				148
ENGINEERING	01-6000 / 02-6000				152
PUBLIC WORKS ADMINISTRATION	01-6100				154
STORM DRAIN MAINTENANCE	01-6102				158
STREET RIGHT-OF-WAY MAINT.	01-6206				160
TRAFFIC ENGINEERING	01-6215 / 02-6215				164
WEED ABATEMENT	01-8700				166
BUILDING MAINTENANCE	01-9200				168
GENERAL STREET MAINTENANCE	02-6102				172
STREET SWEEPING	02-6203				174
STREET RIGHT-OF-WAY MAINT.	02-6206				176
AIR QUALITY MANAGEMENT	09-5420 / 09-5610				178
LOSMD - ZONE 1	19-7100 / 01-7100				184
LOSMD - ZONE 2	19-7200 / 01-7200				186
LOSMD - ZONE 3	19-7300 / 01-7300				188
LOSMD - ZONE 4	19-7400 / 01-7400				190
LOSMD - ZONE 5	19-7500 / 01-7500				192
LOSMD - ZONE 6	19-7600 / 01-7600				194
LOSMD - ZONE 7	19-7700 / 01-7700				196
LOSMD - ZONE 8	19-7800 / 01-7800				198
LOSMD - ZONE 9	18-7900 / 01-7900				200
LOSMD - ZONE 11	19-7911				202
LOSMD - ZONE 12	19-7912				203
CAPITAL EQUIPMENT REPLACEMENT	25-4502 - 25-9100				204
USED OIL RECYCLING GRANT	32-5601				206
RECYCLING GRANT	33-5605				208

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: ENVIRONMENTAL SERVICES

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
PERSONNEL						
01-5600-5101	REGULAR SALARIES	57,451	76,560	76,560	77,381	80,970
01-5600-5105	HEALTH & LIFE INSURANCE	10,366	16,200	16,200	16,406	16,200
01-5600-5107	WORKERS' COMPENSATION	1,753	1,180	1,180	1,400	1,410
01-5600-5108	PERS	9,804	7,780	7,780	7,600	7,050
01-5600-5110	MEDICARE	927	1,340	1,340	1,151	1,270
01-5600-5111	SICK LEAVE/VACATION BUYBACK	293	710	710	152	490
	TOTAL PERSONNEL	80,594	103,770	103,770	104,090	107,390
OPERATIONS						
01-5600-6201	CONFERENCE & MEETING	668	1,500	1,500	1,500	1,500
01-5600-6215	VEHICLE/CELL ALLOWANCE	1,950	2,880	2,880	2,887	3,840
01-5600-6216	PROFESSIONAL SERVICES	143,399	107,000	121,650	121,650	181,400
01-5600-6227	CONTRACTUAL SERVICES	56,532	97,370	215,709	215,709	92,820
01-5600-6256	EQUIPMENT USAGE	1,200	1,520	1,520	1,520	1,460
01-5600-6265	COMPUTER USAGE	6,060	7,460	7,460	7,460	7,360
01-5600-6280	ENVIRONMENTAL SERVICES SUPPLIES	1,386	2,000	2,000	2,000	2,000
	TOTAL OPERATIONS	211,195	219,730	352,719	352,726	290,380
CAPITAL						
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	291,789	323,500	456,489	456,816	397,770
FUNDING SOURCE: GENERAL		F/T EMPLOYEES	2.30	1.20	1.20	1.20
WASTE MANAGEMENT ADMINISTRATION FUND						
(AB939 - \$50,970; RECYCLING REBATE - \$35,000)						

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
ENVIRONMENTAL SERVICES (5600)

The Environmental Services Division provides for the interpretation, analysis, and compliance of Local, State, and Federal environmental regulations. This is accomplished through the development, implementation, reporting, and education of waste management, waste reduction, air quality, water quality, and conservation programs and information for the community, City Council, and City Staff.

PERSONNEL:

5101 **Regular Salaries**

Management Analyst - 100%

Responsible for administering and coordinating the City's environmental service programs.

Deputy Community Services Director - 20%

Under the direction of the Director of Community Services, responsible for recreation activities such as leisure classes, sports leagues and classes, Teen Center, Senior Center, gymnasium activities, Aquatics, Excursions, Sport Leagues, Classes and special events. Also responsible for monthly activity reports to the Parks & Recreation Commission, the Senior Citizens Commission, and the Youth Advisory Commission. Supervises the Recreation Supervisors, Recreation Coordinators, Office Clerks, part-time personnel. Participates in the development of the budget for the department, monitors program budgets, and develops procedures for efficient department operations (80% in 01-9001).

5105 - 5111 See Appendix

OPERATIONS:

6201 **Conference & Meeting**

Provides for the Management Analyst's attendance at pertinent seminars addressing AB 939 compliance and implementation, AQMD regulations, water quality and conservation regulations, and other relevant community service and environmental seminars.

6215 **Vehicle Allowance/Cell**

Provides for a vehicle allowance and cell phone stipend for the Management Analyst and Deputy Community Services Director, distributed the same as payroll.

6216 **Professional Services**

Provides for assistance in administering the City's NPDES Programs; including County storm drain/outfall/catch basin mapping , annual permits (2) with RWQCB (Citywide MS4 & City Yard), new MS4 required water testing and monitoring programs, new MS4 permit regulation compliance, including new MS4 required industrial/commercial/development inspection & mapping programs and minimum controls measures for TMDL compliance, new MS4 WMP required digital mapping of minimum control measures, legal fees, Disadvantaged Business Enterprise, DTSC manifest fee, and sanitary sewer overflow fee.

6227 **Contractual Services**

Provides for periodic removal of household hazardous waste from the City Yard and biological monitoring of mitigation for Meadowpass Road (Year 5 of 5).

6256 - 6265 See Appendix

6280 **Environmental Services Supplies**

Provides for promotional supplies for the integrated waste management programs in the City.



**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: ENGINEERING

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	PERSONNEL					
	TOTAL PERSONNEL	0	0	0	0	0
	OPERATIONS					
01-6000-6216	PROFESSIONAL SERVICES	12,000	12,000	12,000	12,000	12,000
01-6000-6230	PLAN CHECK SERVICES	9,675	26,250	26,250	5,000	24,380
01-6000-6232	PUBLIC WORKS INSPECTION SERVICES	51,250	56,250	56,250	60,000	56,250
02-6000-6216	PROFESSIONAL SERVICES	12,000	12,000	12,000	12,000	12,000
	TOTAL OPERATIONS	84,926	106,500	106,500	89,000	104,630
	CAPITAL					
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	84,926	106,500	106,500	89,000	104,630
FUNDING SOURCE: (01) GENERAL (02) GAS TAX						

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
ENGINEERING (01 & 02-6000)

The Engineering Department provides for the retention of a City Engineer, through RKA Consulting Group, to provide professional engineering, planning, and supervision of public works programs. Primary functions include providing the design, plans, specifications, permits, and construction of public works and development projects, including infrastructure and capital projects. Services provided also include performing inspections to ensure that grading, sewers, streets, and drainage are completed according to plans and specifications.

OPERATIONS:

01-6000-6216 **Professional Services**

Provides for 50% of the \$2,000 per month retainer for RKA Consulting Group (\$1,000 per month) for engineering services. (50% in 02-6000)

01-6000-6230 **Plan Check Services**

Provides for plan check services through the contractual agreement with RKA Consulting Group. Plan check services are performed on all proposed public improvements, i.e. streets, sewers, storm drains, traffic signals and controls that are proposed as part of private development. This includes all activities by public utilities within public right-of-ways. The budget amount is comprised of the following:

01-3760 Plan Checking Fees	$(\$25,000) \times 75\% =$	\$18,750
01-3250 Grading & Street Permits	$(\$7,500) \times 75\% =$	\$ 5,625
	Total:	<u>\$24,375</u>

01-6000-6232 **Public Works Inspection Services**

Provides for public works inspection services through the contractual agreement with RKA Consulting Group. Inspection services are performed on all proposed public improvements, i.e. streets, sewers, storm drains, traffic signals and controls that are proposed as part of private development. This includes all activities by public utilities within public right-of-ways. The budget amount is comprised of the following:

01-3750 PW Inspection Fees $(\$75,000) \times 75\% =$ \$56,250

02-6000-6216 **Professional Services**

Provides for 50% of the \$2,000 per month retainer for RKA Consulting Group (\$1,000 per month) for engineering services. (50% in 01-6000)

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: PUBLIC WORKS ADMIN

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
PERSONNEL						
01-6100-5101	REGULAR SALARIES	131,330	139,530	139,530	141,158	141,950
01-6100-5105	HEALTH & LIFE INSURANCE	21,398	21,330	21,330	21,023	21,330
01-6100-5107	WORKERS' COMPENSATION	8,308	6,320	6,320	5,648	6,740
01-6100-5108	PERS	25,865	29,010	29,010	27,580	22,150
01-6100-5110	MEDICARE	1,919	2,120	2,120	2,005	2,170
01-6100-5111	SICK LEAVE/VACATION BUYBACK	1,538	6,660	6,660	3,425	6,590
	TOTAL PERSONNEL	190,358	204,970	204,970	200,838	200,930
OPERATIONS						
01-6100-6208	VEHICLE OPERATIONS	1,809	4,500	4,320	4,500	4,500
01-6100-6215	VEHICLE/CELL ALLOWANCE	0	0	330	341	930
01-6100-6239	UNIFORMS	49	250	0	250	250
01-6100-6256	EQUIPMENT USAGE	1,810	1,900	1,900	1,900	1,820
01-6100-6265	COMPUTER USAGE	9,080	9,320	9,320	9,320	9,200
	TOTAL OPERATIONS	12,747	15,970	15,870	16,311	16,700
CAPITAL						
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	203,105	220,940	220,840	217,150	217,630
FUNDING SOURCE: GENERAL		F/T EMPLOYEES	1.50	1.50	1.50	1.50

CITY OF WALNUT
ANNUAL BUDGET DETAIL

2015-16

PUBLIC WORKS ADMINISTRATION (6100)

The Public Works Division provides for the management and supervision of all public works areas of responsibility including: engineering, street and right-of-way maintenance, traffic engineering and the LOSMD.

PERSONNEL:

5101 **Regular Salaries**

Director of Community Services – 30%

Responsible to administer service contracts to maintain the appearance of streets, storm drains, public right-of-ways and the LOSMD. Work with the contract engineers to accomplish Capital Improvement Projects in the streets, right-of-ways and other public areas. Administer the contract with the LA County Public Works. Also responsible for setting the goals and the preparation of budgets for the division and oversee and supervision of employees. (10% in 01-6206, 30% in 01-9001, 30% in 01-9100)

Community Services Superintendent – 25 %

Under the direction of the Director of Community Services, responsible for the day-to-day maintenance operations for the Division including supervising landscape and maintenance contracts, street repairs, sign replacements, and graffiti abatement. Directly supervises employees assigned to the LOSMD, tree and street maintenance. Monitors all maintenance contracts for the Division. (25% in 01-6206, 50% in 01-9100)

Maintenance Supervisor – 75%

Under the direction of the Community Services Superintendent, responsible to monitor the landscape contracts for the LOSMD, right-of-ways and medians to ensure that all landscaped areas are maintained to City standards. (25% in 01-6206)

Executive Assistant – 20%

Under the direction of the Director of Community Services, responsible for fielding calls, monitoring complaints on Request Partner, and forwarding work order requests to LA County Public Works. (20% in 01-6206, 40% in 01-9001, 20% in 01-9100)

5104-5111 See Appendix

OPERATIONS:

6208 Vehicle Operations

Provides for costs associated with vehicle operations such as, gas, oil, tires, batteries, parts, and repairs for the following vehicles:

2006 Ford F250	1257207	25% (50% in 01-9100 and 25% in 01-6206)
2014 Ford F250 CNG	1397739	75% (25% in 01-6206)

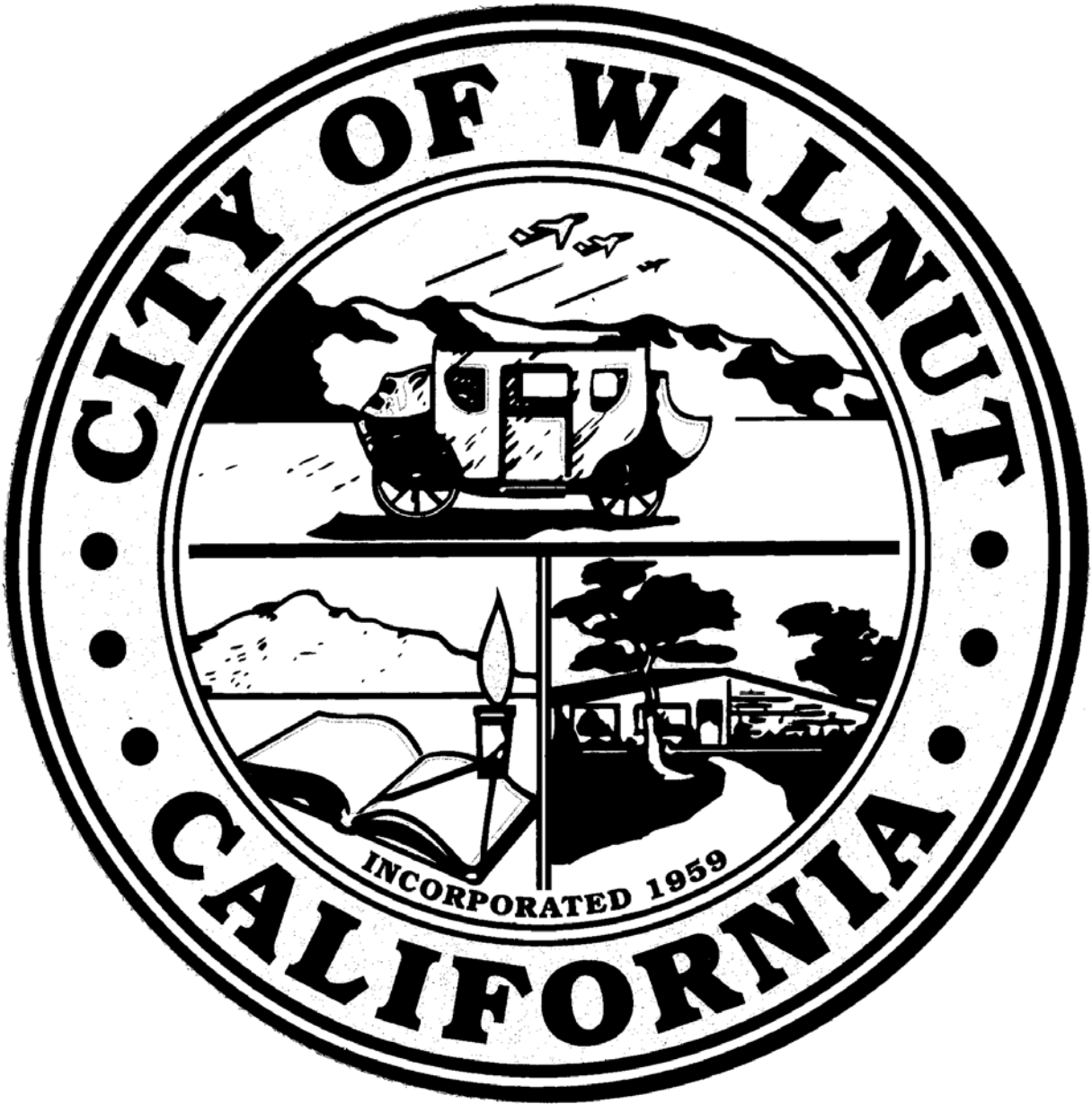
6215 Vehicle/Cell allowance

Provides for cell phone allowance for the Director of Community Services, Community Services Superintendent, and Maintenance Supervisor, distributed the same as payroll.

6239 Uniforms

Provides for a percentage of uniform rental services for City maintenance workers.

6256-6265 See Appendix



**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: STORM DRAIN MAINTENANCE

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	BUDGET	ESTIMATE	APPROVED BUDGET
	PERSONNEL					
	TOTAL PERSONNEL	0	0	0	0	0
	OPERATIONS					
01-6102-6227	CONTRACTUAL SERVICES	14,547	50,000	50,000	50,000	50,000
	TOTAL OPERATIONS	14,547	50,000	50,000	50,000	50,000
	CAPITAL					
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	14,547	50,000	50,000	50,000	50,000
FUNDING SOURCE: GENERAL						

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
STORM DRAIN MAINTENANCE (6102)

Provides for annual and periodic maintenance of the City storm drains.

OPERATIONS:

6227 **Contractual Services**

Provides for maintenance of the city-wide storm drains.

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: STREET RIGHT-OF-WAY MTNC

APPROPRIATION DETAIL							
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16		
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE APPROVED BUDGET		
PERSONNEL							
01-6206-5101	REGULAR SALARIES	148,312	153,280	153,280	148,311	165,260	
01-6206-5104	OVERTIME	1,401	3,500	3,500	0	3,500	
01-6206-5105	HEALTH & LIFE INSURANCE	28,618	31,410	31,410	31,181	31,410	
01-6206-5107	WORKERS' COMPENSATION	11,231	9,450	9,450	7,990	10,600	
01-6206-5108	PERS	28,877	27,550	27,550	25,741	25,830	
01-6206-5110	MEDICARE	988	1,580	1,580	1,492	1,820	
01-6206-5111	SICK LEAVE/VACATION BUYBACK	513	4,920	4,920	2,095	10,160	
	TOTAL PERSONNEL	219,940	231,690	231,690	216,810	248,580	
OPERATIONS							
01-6206-6208	VEHICLE OPERATIONS	14,744	9,000	12,000	12,500	12,500	
01-6206-6215	VEHICLE/CELL ALLOWANCE	0	0	210	265	410	
01-6206-6227	CONTRACTUAL SERVICES	103,488	95,000	92,000	95,000	75,000	
01-6206-6237	VANDALISM	2,728	1,700	1,700	1,700	1,700	
01-6206-6238	SMALL TOOLS	709	2,000	2,000	2,000	2,000	
01-6206-6239	UNIFORMS	688	1,300	870	1,300	1,300	
01-6206-6240	RODENT CONTROL	12,960	13,000	13,000	13,000	13,000	
01-6206-6247	EQUIPMENT MAINTENANCE	2,036	1,000	200	1,000	1,000	
01-6206-6248	GROUNDS MAINTENANCE	6,664	6,000	5,940	6,000	6,000	
01-6206-6254	COMMUNICATIONS	1,856	2,000	2,000	2,000	2,000	
01-6206-6256	EQUIPMENT USAGE	2,770	2,920	2,920	2,920	2,800	
01-6206-6265	COMPUTER USAGE	13,930	14,290	14,290	14,290	14,110	
01-6206-6290	SPECIAL MAINTENANCE PROJECTS	135,976	75,000	101,940	75,000	75,000	
	TOTAL OPERATIONS	298,549	223,210	249,070	226,975	206,820	
CAPITAL							
	TOTAL CAPITAL	0	0	0	0	0	
	SUB-PROGRAM TOTAL	518,489	454,900	480,760	443,786	455,400	
FUNDING SOURCE: GENERAL		F/T EMPLOYEES	2.30	2.30	2.30	2.30	2.30

**CITY OF WALNUT
ANNUAL BUDGET DETAIL**

2015-16

STREET RIGHT-OF-WAY MAINTENANCE (01-6206)

The Street Right-of-Way Division provides for the maintenance of the street right-of-ways throughout the City by providing weed abatement, graffiti removal, parkway and median tree trimming, cleaning storm drains, repair of small equipment, and responding to emergencies.

PERSONNEL:

5101 **Regular Salaries**

Director of Community Services - 10%

Responsible for the appearance and condition of parks, streets, LOSMD, and contract areas in the City. Also responsible for setting goals and the preparation of budgets for maintenance divisions, and overseeing the management and supervision of employees. (30% in 01-6100, 30% in 01-9001, 30% in 01-9100)

Community Services Superintendent - 25%

Under direction of the Director of Community Services, responsible for the appearance and condition of parks, streets, LOSMD, and contract areas in the City. Also responsible for purchasing and landscape inspections as required, preparation of budgets for this division and overseeing the supervision and training of employees. (25% in 01-6100, 50% in 01-9100)

Maintenance Supervisor - 25%

Under the direction of the Community Services Superintendent, responsible to monitor the contracts for the medians and right-of-ways to ensure that all landscaped areas are maintained to City standards. (75% in 01-6100)

Foreman - 75%

Under the direction of the Supervisor, responsible for monitoring graffiti, shopping carts, traffic and street signs, to ensure areas are maintained to City standards. (25% in 01-9101)

Maintenance Worker II - 75%

Under the direction of the Foreman, responsible for monitoring graffiti, shopping carts, traffic and street signs, to ensure areas are maintained to City standards. (25% in 01-9101)

Executive Assistant - 20%

Responsible for secretarial support for Parks, Streets, Recreation, and LOSMD operations; prepares Parks & Recreation Commission agendas, handles correspondence, and provides general office support. (20% in 01-6100, 40% in 01-9001, 20% in 01-9100)

5104 - 5111 See Appendix

OPERATIONS:

6208 Vehicle Operations

Provides for costs associated with vehicle operations such as gas, oil, tires, batteries, parts, and repairs for the following vehicles:

2002 GMC C3500	1086338	100%
2002 Ford F150	1109897	100%
2003 Ford F150 CNG	1173163	75% (25% in 01-9101)
2006 Ford F250	1257207	25% (50% in 01-9100 and 25% in 01-6100)
2007 Ford F250	1253574	75% (25% in 01-9101)
2014 Ford F250 CNG	1397739	25% (75% in 01-6100)

6215 Vehicle/Cell allowance

Provides for cell phone allowance for the Director of Community Services, Community Services Superintendent, and Maintenance Supervisor, distributed the same as payroll.

6227 Contractual Services

Provides for scheduled litter removal and quarterly weed abatement service in public right-of-way.

6237 Vandalism

Provides for repairs for various forms of vandalism in the City.

6238 Small Tools

Provides for the purchase of hand and small power tools as needed to perform maintenance and repair operations.

6239 Uniforms

Provides for uniform rental services, work boots reimbursements, summer T-shirts for City maintenance workers, and polo shirts for street foreman.

6240 Rodent Control

Provides for City's contracted rodent control services on City-owned property at Gattel/Fuerte right-of-ways, Collegewood, Alta Hacienda, area surrounding Teen Center/Gymnasium, City Hall, park & ride parking lot, and Martingale Drive.

6247 Equipment Maintenance

Provides for repairs, parts and maintenance costs for streets right-of-way maintenance equipment.

6248 Grounds Maintenance/Supplies

Provides for irrigation system parts and repair, landscape products and supplies for street right-of-way maintenance.

- 6254 **Communications**
Provides for a percentage of radio/telephone communications for citywide system.
- 6256 - 6265 See Appendix
- 6290 **Special Maintenance Project**
Provides for the installation of mulch and the installation of plant material on medians.

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: TRAFFIC ENGINEERING

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16	
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	PERSONNEL					
	TOTAL PERSONNEL	0	0	0	0	0
	OPERATIONS					
01-6215-6227	CONTRACTUAL SERVICES	0	0	0	0	0
02-6215-6216	PROFESSIONAL SERVICES	12,000	12,000	12,000	12,000	12,000
	TOTAL OPERATIONS	12,000	12,000	12,000	12,000	12,000
	CAPITAL					
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	12,000	12,000	12,000	12,000	12,000
FUNDING SOURCE: (01) GENERAL (02) GAS TAX						

**CITY OF WALNUT
ANNUAL BUDGET DETAIL**

2015-16

TRAFFIC ENGINEERING (01 & 02-6215)

The Traffic Engineering Division provides for services pertaining to traffic, parking, and other aspects of transportation and traffic issues in the City. These services are provided by RKA Consulting Group, and include traffic counts, speed surveys, special studies, and the on-going School Traffic Safety Program. The Traffic Safety Program is an annual review of any traffic concerns surrounding all schools, identifies safety problems, and implements safety solutions.

OPERATIONS:

02-6215-6216 Professional Services

Provides for the retainer for traffic engineering services provided by RKA Consulting Group, at \$1,000 per month.

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: WEED ABATEMENT

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	PERSONNEL					
	TOTAL PERSONNEL	0	0	0	0	0
	OPERATIONS					
01-8700-6227	CONTRACTUAL SERVICES	37,920	55,000	52,500	55,000	45,000
	TOTAL OPERATIONS	37,920	55,000	52,500	55,000	45,000
	CAPITAL					
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	37,920	55,000	52,500	55,000	45,000
FUNDING SOURCE: GENERAL						

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
WEED ABATEMENT (8700)

The Weed Abatement Division provides for the contractual agreement, currently with the Los Angeles County Weed Abatement Department, to provide weed abatement services for City-owned or City-maintained property and right-of-ways.

OPERATIONS:

6227 Contractual Services

Provides for weed abatement services performed on City owned property or City maintained property and right-of-ways (i.e., Collegewood, Alta Hacienda, Gartel/Fuerte right-of-ways, Timberline area, and near the Covina Hills Development).

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: BUILDING MAINTENANCE

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	BUDGET	ESTIMATE	APPROVED BUDGET
PERSONNEL						
01-9200-5101	REGULAR SALARIES	44,729	47,440	47,440	53,286	46,920
01-9200-5104	OVERTIME	(35)	2,000	2,000	-	2,000
01-9200-5105	HEALTH & LIFE INSURANCE	9,153	9,450	9,450	11,557	9,450
01-9200-5107	WORKERS' COMPENSATION	4,481	3,870	3,870	4,000	3,840
01-9200-5108	PERS	8,819	9,880	9,880	9,973	6,980
01-9200-5110	MEDICARE	570	740	740	695	760
01-9200-5111	SICK LEAVE/VACATION BUYBACK	176	520	520	235	580
	TOTAL PERSONNEL	67,894	73,900	73,900	79,746	70,530
OPERATIONS						
01-9200-6208	VEHICLE OPERATIONS	1,543	2,000	2,000	2,000	2,000
01-9200-6213	BUILDING MAINTENANCE/SUPPLIES	19,966	17,000	17,000	17,000	17,000
01-9200-6215	VEHICLE/CELL ALLOWANCE	0	0	0	0	320
01-9200-6221	MACHINERY EQUIPMENT RENTAL	0	0	0	0	0
01-9200-6246	BUILDING MAINTENANCE	213,549	270,000	274,593	279,014	280,000
01-9200-6256	EQUIPMENT USAGE	840	890	890	890	850
01-9200-6265	COMPUTER USAGE	4,240	4,350	4,350	4,350	4,290
01-9200-6290	SPECIAL PROJECTS	62,870	50,000	58,671	58,671	60,000
	TOTAL OPERATIONS	303,009	344,240	357,504	361,925	364,460
CAPITAL						
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	370,903	418,140	431,404	441,671	434,990
FUNDING SOURCE: GENERAL	F/T EMPLOYEES	0.70	0.70	0.70	0.70	0.70

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
BUILDING MAINTENANCE (9200)

The Building Maintenance Division provides for the maintenance of City buildings including City Hall, MDRS, and the Gymnasium/Teen Center. Services provided within the buildings include building maintenance projects, contractual services and building maintenance supplies.

PERSONNEL:

5101 **Regular Salaries**

Maintenance Supervisor – 40%

Under the direction of the Community Services Superintendent , responsible for the inspection of city buildings and monitor the contracts related to maintenance of city buildings. (40% in 01-9100, 20% in 01-9101)

Foreman -10%

Under the direction of the Supervisor, responsible for minor repairs and inspections of city buildings. (90% in 01-9100)

Maintenance Worker I – 10%

Provides for two (2) Maintenance Workers. Under the direction of the Foreman, responsible for minor repairs and set ups of city buildings. (90% in 01-9100)

5104 - 5111 See Appendix

OPERATIONS:

6208 **Vehicle Operations**

Provides for costs associated with vehicle operations such as gas and natural gas, oil, tires, batteries, parts and repairs for the following vehicles:

2003 Ford F250	1169679	10% (90% in 01-9100)
2003 Chevrolet S10	1156294	10% (90% in 01-9100)
2003 Ford F150 CNG	1173162	10% (90% in 01-9100)
2014 Ford 250 CNG	1397738	40% (40% in 01-9100, 20% in 01-9101)

6213 **Building Maintenance/Supplies**

Provides for the purchase of building supplies for the facilities, building materials, sanitary supplies, janitorial supplies, and miscellaneous repairs.

6215 **Vehicle/Cell allowance**

Provides for cell phone allowance for the Maintenance Supervisor, distributed the same as payroll.

6246 **Building Maintenance**

Provides for the contractual services for the buildings including, HVAC, custodial, plumbing, electrical/lighting, painting, landscape maintenance, elevator maintenance, security systems, pest control, fire systems, and miscellaneous other services pertaining to the general maintenance of the facilities.

6256 - 6265 See Appendix

6290 **Special Projects**

Provides for roof maintenance projects, HVAC mechanical and software upgrades for City Hall, floor maintenance, and painting at the Gym/Teen Center. Additionally, it provides \$18,000 for Senior Center surveillance camera system and additional equipment to upgrade other facilities.



**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: GENERAL STREET MAINT.

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16	
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	PERSONNEL					
	TOTAL PERSONNEL	0	0	0	0	0
	OPERATIONS					
02-6102-6216	PROFESSIONAL SERVICES	3,700	4,790	4,790	4,790	4,790
02-6102-6227	CONTRACTUAL SERVICES	188,500	180,000	180,000	180,000	180,000
02-6102-6244	STREET LIGHT MAINTENANCE	82,433	85,000	85,000	85,000	85,000
02-6102-6245	GENERAL MAINTENANCE	34,641	45,000	45,000	45,000	45,000
	TOTAL OPERATIONS	309,273	314,790	314,790	314,790	314,790
	CAPITAL					
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	309,273	314,790	314,790	314,790	314,790
FUNDING SOURCE: GAS TAX						

**CITY OF WALNUT
ANNUAL BUDGET DETAIL**

2015-16

GENERAL STREET MAINTENANCE (02-6102)

The General Street Maintenance Division provides for the maintenance and repair of streets, curbs, sidewalks, storm drains, etc. This division also provides for contracting with outside agencies to perform these services, including street reviews updates of the Pavement Management System Document, and maintenance of all traffic signals and safety lighting. The City currently has a total of 32 signalized intersections, and has an agreement with the City of West Covina for maintenance of jurisdictionally shared traffic signals.

OPERATIONS:

6216 Professional Services

Provides for the annual preparation of the State Controller's Office Street Report, includes updates of the Pavement Management System document.

6227 Contractual Services

Provides for payment to the County of Los Angeles Department of Public Works which the City contracts with to provide general street maintenance services. Additional signals added on La Puente Road and cost for Nogales signals added to the budget (West Covina).

- * Street and Right-of-Way Repair
- * Concrete Repair
- * Traffic Signage/Striping
- * Traffic Counts
- * Storm Drain & Catch Basins
- * Bridge & Guard Rail Repair
- * Traffic Signals/Safety Lighting

Total: \$180,000

6244 Street Light Maintenance

Provides for Edison energy costs for city owned streetlights.

6245 General Maintenance (non-county contractor)

Provides for services for right of way, streets, signage, and other public facilities. Also can perform other services noted under 6227 – Contractual Services.

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: STREET SWEEPING

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	PERSONNEL					
	TOTAL PERSONNEL	0	0	0	0	0
	OPERATIONS					
02-6203-6227	CONTRACTUAL SERVICES	50,844	51,850	51,850	51,850	51,850
	TOTAL OPERATIONS	50,844	51,850	51,850	51,850	51,850
	CAPITAL					
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	50,844	51,850	51,850	51,850	51,850
FUNDING SOURCE: (02) GAS TAX						

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
STREET SWEEPING (02-6203)

The Street Sweeping Department provides for street sweeping services rendered under contract with an outside agency. In 2011-12, a three-year contract was approved by City Council. In 2013, contract was extended by an additional three years in to 2016 at the existing Curb Mile rate. In 2014, contract was extended an additional five years in to 2021 at the existing Curb Mile rate.

OPERATIONS:

6227 Contractual Services

Provides partial payment to the contracted agency that provides street sweeping services (balance funded from Fund 09-5610). Provides for summer special sweep around Collegewood School (five additional sweeps at \$50 per sweep) and other special sweeps as needed.

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: STREET RIGHT-OF-WAY MTNC

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16	
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	PERSONNEL					
	TOTAL PERSONNEL	0	0	0	0	0
	OPERATIONS					
02-6206-6227	CONTRACTUAL SERVICES	224,996	240,750	241,282	240,750	240,750
02-6206-6243	TREE MAINTENANCE	33,423	35,000	35,000	35,000	38,500
02-6206-6250	WATER	25,982	36,000	36,000	36,000	36,000
02-6206-6251	ELECTRICITY	30,655	32,000	32,000	45,600	45,600
	TOTAL OPERATIONS	315,057	343,750	344,282	357,350	360,850
	CAPITAL					
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	315,057	343,750	344,282	357,350	360,850
FUNDING SOURCE: GAS TAX						

CITY OF WALNUT
ANNUAL BUDGET DETAIL

2015-16

STREET RIGHT-OF-WAY MAINTENANCE (02-6206)

The Street Right-of-Way Division provides for the maintenance of the street right-of-ways and medians throughout the City by providing weed abatement, parkway and median tree trimming, landscape maintenance, and response to emergencies.

OPERATIONS:

6227 Contractual Services

Provides for a contracted landscaping company to provide landscaping of street medians. Maintenance cost of median on Amar Road as part of agreement with West Covina and 34% of annual cost of Nogales median to West Covina. Includes Valley Boulevard medians East of Grand Ave to City limits as part of an agreement with the City of Industry. Added the recently completed Meadowpass Road medians and R.O.W. Also includes the mitigation area adjacent to Meadowpass Rd.

6243 Tree Maintenance

Provides for tree trimming, removals and planting in the ROW. Previously charged to 01-6206.

6250 Water

Provides for irrigation needs in the ROW. Previously charged to 01-6206.

6251 Electricity

Provides for the electrical usage costs for the valves, clocks, and controllers on medians. Previously charged to 01-6206.

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: AIR QUALITY MANAGEMENT

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	PERSONNEL					
	TOTAL PERSONNEL	0	0	0	0	0
	OPERATIONS					
09-5420-6227	BUS PASS SUBSIDY	6,564	8,000	8,000	8,000	8,000
09-5425-6227	EZ PASS SUBSIDY	1,096	1,500	1,500	1,500	1,500
09-5610-6227	CONTRACTUAL SERVICES	50,860	50,860	50,860	50,860	50,860
	TOTAL OPERATIONS	58,520	60,360	60,360	60,360	60,360
	CAPITAL					
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	58,520	60,360	60,360	60,360	60,360
FUNDING SOURCE: AIR QUALITY MANAGEMENT						

CITY OF WALNUT
ANNUAL BUDGET DETAIL

2015-16

AIR QUALITY MANAGEMENT (FUND 09)

The Air Quality Management Division provides for the implementation of air quality programs and actions, which aid in the direct reduction of mobile source air pollution. This department is totally funded by fees collected by the Department of Motor Vehicles, and these fees are provided to the South Coast Air Quality Management District for local mobile source air pollution control.

OPERATIONS:

09-5420-6227 **Bus Pass Subsidy**

Provides for reduction in price to Walnut residents for monthly passes on Foothill Transit Routes.

09-5425-6227 **EZ Pass Subsidy**

Provides for a reduction in price to Walnut residents for monthly passes that may be used on various transit carriers.

09-5610-6227 **Contractual Services**

Provides for partial cost of Street Sweeping program (balance in 02-6203).

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
L.O.S.M.D. (FUND 01, 18 and 19)

The Landscape & Open Space Maintenance District (LOSMD) is comprised of approximately 368 acres of landscape areas throughout the City that is divided into 10 Zones. It is the responsibility of the Maintenance Division to oversee the landscape maintenance, rodent control, weed abatement, and tree trimming contractors within the LOSMD.

ZONE	AREA	ACRES	LOTS	CONTRACTOR	WATER CO.
1	South of La Puente Rd., West of Lemon Avenue	9.90	559	Nieves	Walnut Valley
2	North of La Puente Rd., East of Lemon Avenue	17.00	444	Nieves	Walnut Valley
3	North of La Puente Rd., East of Nogales Street	29.88	731	Nieves	Suburban
4	Umark	94.86	2,027	Nieves	Suburban
5	Marlborough	47.37	795	Nieves	Walnut Valley
6	Snow Creek	29.21	964	Nieves	Walnut Valley
7	Lewis Homes	25.39	431	Nieves	Walnut Valley
8	Timberline	20.25	331	Nieves	Golden State
9	Three Oaks	93.5	268	Nieves	Walnut Valley
11	Misc. - Street Lights only		19		
12	K&B, Crestwood, TNT	1.41	29	Nieves	Walnut Valley
12	Misc. - Street Lights only		28		

PERSONNEL:

5101 **Regular Salaries**

Previously provided for the compensation to City employees which have time allocated to LOSMD. In 2007-08, moved to 01-6100:

<i>Director of Community Services</i>	30%
<i>Community Services Superintendent</i>	25%
<i>Office Assistant</i>	20%
<i>Maintenance Supervisor</i>	75%

OPERATIONS:

6207 **Postage***

Provided for the mailing of City informational material related to LOSMD issues.

6208 **Vehicle Operations***

In 2009-10, provided for costs associated with vehicle operations such as gas, oil, tires, batteries, parts, and repairs for the following vehicle (Moved to 01-6100):

2002 Ford F150 1109897

6216 **Professional Services***

Provides for engineering costs to prepare an engineer's report for the Landscape District, which is required by the 1972 Landscape and Lighting Act (Streets and Highways Code).

6223 **Insurance***

Provided for 5% of the cost of commercial liability insurance and automobile liability insurance for city vehicles.

6227 **Contractual Services**

Provides for contractual services for landscaping, weed abatement, water consultant, and backflow testing services.

6237 **Vandalism**

Provides for the cost of materials needed to repair damaged grounds, facilities, and graffiti.

6240 **Rodent Control**

Provides for the rodent control program in landscaped areas.

6243 **Tree Maintenance**

Provides for tree trimming, removals and plantings. Also, provides for emergency call outs. Amounts increased in some zones due to tree inventory.

- 6244 **Street Light Maintenance**
Provides for street lighting maintenance in LOSMD areas.
- 6250 **Water***
Provides for water usage costs for irrigation within LOSMD areas.
- 6251 **Electricity**
Provides for electrical usage costs to operate LOSMD irrigation controllers and booster pumps.
- 6253 **Telephone***
Provides for the telephone service for LOSMD related functions. Additional lines have been installed due to the computerized irrigation system throughout the district.
- 6254 **Communications**
Provides for two-way radio service through citywide system.
- 6256 - 6265 See Appendix

CAPITAL:

- 8405 **Landscape Improvements**
Provides for landscape improvements identified in various zones through an in-depth review of the districts. Includes tree trimming, ground cover replacement, additional trees and installation of turf and shrubs.
- 8406 **Irrigation Improvements**
Provides for the replacement of worn-out irrigation systems, and the installation of new systems in areas that do not currently have an irrigation system.

*These account costs are spread throughout the LOSMD zones based on a percentage determined by actual maintenance costs in relation to total budget expenditures and the area, accessibility, and aesthetic value derived for each specific LOSMD zone.



**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: LOSMD-ZONE 1

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	PERSONNEL					
	TOTAL PERSONNEL	0	0	0	0	0
	OPERATIONS					
01-7100-6227	CONTRACTUAL SERVICES	0	8,940	8,940	8,940	8,940
01-7100-6240	RODENT CONTROL	0	1,230	1,230	1,230	1,230
01-7100-6243	TREE MAINTENANCE	0	5,000	6,400	6,400	6,720
01-7100-6244	STREE LIGHT MAINTENANCE	0	0	0	0	0
01-7100-6250	WATER	0	9,000	7,600	7,600	7,600
01-7100-6251	ELECTRICITY	0	600	600	600	600
	TOTAL OPERATIONS	0	24,770	24,770	24,770	25,090
	CAPITAL					
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	0	24,770	24,770	24,770	25,090
FUNDING SOURCE: GENERAL						

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: LOSMD - ZONE 1

APPROPRIATION DETAIL					
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16
		ACTUAL	BUDGET	REVISED BUDGET	APPROVED ESTIMATE BUDGET
PERSONNEL					
19-7100-5101	REGULAR SALARIES	0	0	0	0
19-7100-5104	OVERTIME	0	0	0	0
19-7100-5105	HEALTH & LIFE INSURANCE	0	0	0	0
19-7100-5107	WORKERS' COMPENSATION	0	0	0	0
19-7100-5108	PERS	0	0	0	0
19-7100-5110	MEDICARE	0	0	0	0
19-7100-5111	SICK LEAVE BUYBACK	0	0	0	0
	TOTAL PERSONNEL	0	0	0	0
OPERATIONS					
19-7100-6207	POSTAGE	0	0	0	0
19-7100-6208	VEHICLE OPERATIONS	0	0	0	0
19-7100-6216	PROFESSIONAL SERVICES	1,000	1,000	1,000	1,000
19-7100-6223	INSURANCE	0	0	0	0
19-7100-6227	CONTRACTUAL SERVICES	22,560	22,220	22,220	22,220
19-7100-6237	VANDALISM	0	100	100	100
19-7100-6240	RODENT CONTROL	3,396	2,280	2,280	2,280
19-7100-6243	TREE MAINTENANCE	8,174	7,770	7,770	8,020
19-7100-6244	STREET LIGHT MAINTENANCE	10,385	6,000	10,000	9,330
19-7100-6250	WATER	17,791	19,000	13,000	18,000
19-7100-6251	ELECTRICITY	1,600	1,100	1,100	1,100
19-7100-6253	TELEPHONE	0	0	0	0
19-7100-6254	COMMUNICATIONS	0	0	0	0
	TOTAL OPERATIONS	64,906	59,470	57,470	62,470
CAPITAL					
19-7100-8405	LANDSCAPE IMPROVEMENTS	0	2,500	8,500	3,500
19-7100-8406	IRRIGATION IMPROVEMENTS	8,947	2,500	2,500	2,500
	TOTAL CAPITAL	8,947	5,000	11,000	6,000
	SUB-PROGRAM TOTAL	73,853	64,470	68,470	68,050
FUNDING SOURCE: ASSESSMT.		F/T EMPLOYEES	0.00	0.00	0.00
ACREAGE: 9.90			0.00	0.00	0.00

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: LOSMD-ZONE 2

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	PERSONNEL					
	TOTAL PERSONNEL	0	0	0	0	0
	OPERATIONS					
01-7200-6227	CONTRACTUAL SERVICES	0	4,480	4,480	4,480	4,480
01-7200-6240	RODENT CONTROL	0	1,000	1,000	1,000	1,000
01-7200-6243	TREE MAINTENANCE	0	4,000	4,000	4,000	4,200
01-7200-6244	STREE LIGHT MAINTENANCE	0	0	0	0	0
01-7200-6250	WATER	0	5,000	5,000	5,000	5,000
01-7200-6251	ELECTRICITY	0	550	550	550	800
	TOTAL OPERATIONS	0	15,030	15,030	15,030	15,480
	CAPITAL					
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	0	15,030	15,030	15,030	15,480
FUNDING SOURCE: GENERAL						

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: LOSMD - ZONE 2

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
PERSONNEL						
19-7200-5101	REGULAR SALARIES	0	0	0	0	0
19-7200-5104	OVERTIME	0	0	0	0	0
19-7200-5105	HEALTH & LIFE INSURANCE	0	0	0	0	0
19-7200-5107	WORKERS' COMPENSATION	0	0	0	0	0
19-7200-5108	PERS	0	0	0	0	0
19-7200-5110	MEDICARE	0	0	0	0	0
19-7200-5111	SICK LEAVE BUYBACK	0	0	0	0	0
	TOTAL PERSONNEL	0	0	0	0	0
OPERATIONS						
19-7200-6207	POSTAGE	0	0	0	0	0
19-7200-6208	VEHICLE OPERATIONS	0	0	0	0	0
19-7200-6216	PROFESSIONAL SERVICES	1,340	1,340	1,340	1,340	1,340
19-7200-6223	INSURANCE	0	0	0	0	0
19-7200-6227	CONTRACTUAL SERVICES	40,587	40,550	40,550	40,550	40,550
19-7200-6237	VANDALISM	0	310	310	310	310
19-7200-6240	RODENT CONTROL	5,400	5,000	5,000	5,000	5,000
19-7200-6243	TREE MAINTENANCE	10,452	8,260	8,260	8,260	8,460
19-7200-6244	STREET LIGHT MAINTENANCE	12,367	9,500	11,000	11,000	10,790
19-7200-6250	WATER	27,204	31,000	31,000	31,000	31,000
19-7200-6251	ELECTRICITY	2,560	1,250	1,250	1,250	1,250
19-7200-6253	TELEPHONE	0	0	0	0	0
19-7200-6254	COMMUNICATIONS	0	0	0	0	0
	TOTAL OPERATIONS	99,910	97,210	98,710	98,710	98,700
CAPITAL						
19-7200-8405	LANDSCAPE IMPROVEMENTS	530	450	450	450	450
19-7200-8406	IRRIGATION IMPROVEMENTS	50	160	160	160	160
	TOTAL CAPITAL	580	610	610	610	610
	SUB-PROGRAM TOTAL	100,489	97,820	99,320	99,320	99,310
FUNDING SOURCE: ASSESSMT.		F/T EMPLOYEES	0.00	0.00	0.00	0.00
ACREAGE: 17.00						

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: LOSMD-ZONE 3

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	PERSONNEL					
	TOTAL PERSONNEL	0	0	0	0	0
	OPERATIONS					
01-7300-6227	CONTRACTUAL SERVICES	0	5,490	5,490	5,490	5,490
01-7300-6240	RODENT CONTROL	0	1,250	1,250	1,250	1,250
01-7300-6243	TREE MAINTENANCE	0	2,000	4,100	4,100	4,310
01-7300-6244	STREE LIGHT MAINTENANCE	0	0	0	0	0
01-7300-6250	WATER	0	8,500	6,400	6,400	6,400
01-7300-6251	ELECTRICITY	0	500	500	500	750
	TOTAL OPERATIONS	0	17,740	17,740	17,740	18,200
	CAPITAL					
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	0	17,740	17,740	17,740	18,200
FUNDING SOURCE: GENERAL						

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: LOSMD - ZONE 3

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
PERSONNEL						
19-7300-5101	REGULAR SALARIES	0	0	0	0	0
19-7300-5104	OVERTIME	0	0	0	0	0
19-7300-5105	HEALTH & LIFE INSURANCE	0	0	0	0	0
19-7300-5107	WORKERS' COMPENSATION	0	0	0	0	0
19-7300-5108	PERS	0	0	0	0	0
19-7300-5110	MEDICARE	0	0	0	0	0
19-7300-5111	SICK LEAVE BUYBACK	0	0	0	0	0
	TOTAL PERSONNEL	0	0	0	0	0
OPERATIONS						
19-7300-6207	POSTAGE	0	0	0	0	0
19-7300-6208	VEHICLE OPERATIONS	0	0	0	0	0
19-7300-6216	PROFESSIONAL SERVICES	1,500	1,500	1,500	1,500	1,500
19-7300-6223	INSURANCE	0	0	0	0	0
19-7300-6227	CONTRACTUAL SERVICES	61,920	54,070	54,070	54,070	54,070
19-7300-6237	VANDALISM	0	150	150	150	150
19-7300-6240	RODENT CONTROL	9,000	8,250	8,250	8,250	8,250
19-7300-6243	TREE MAINTENANCE	30,173	24,900	24,900	24,900	25,110
19-7300-6250	WATER	43,647	46,500	46,500	46,500	46,500
19-7300-6251	ELECTRICITY	6,050	3,500	3,500	3,500	3,500
19-7300-6253	TELEPHONE	0	0	0	0	0
19-7300-6254	COMMUNICATIONS	0	0	0	0	0
	TOTAL OPERATIONS	152,290	138,870	138,870	138,870	139,080
CAPITAL						
19-7300-8405	LANDSCAPE IMPROVEMENTS	0	6,000	6,000	6,000	6,000
19-7300-8406	IRRIGATION IMPROVEMENTS	1,966	2,500	2,500	2,500	2,500
	TOTAL CAPITAL	1,966	8,500	8,500	8,500	8,500
	SUB-PROGRAM TOTAL	154,256	147,370	147,370	147,370	147,580
FUNDING SOURCE: ASSESSMT.		F/T EMPLOYEES	0.00	0.00	0.00	0.00
ACREAGE: 29.88						

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: LOSMD-ZONE 4

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	PERSONNEL					
	TOTAL PERSONNEL	0	0	0	0	0
	OPERATIONS					
01-7400-6227	CONTRACTUAL SERVICES	0	49,960	49,960	49,960	49,960
01-7400-6240	RODENT CONTROL	0	3,500	3,500	3,500	3,500
01-7400-6243	TREE MAINTENANCE	0	6,000	6,000	6,000	6,300
01-7400-6244	STREE LIGHT MAINTENANCE	0	0	0	0	0
01-7400-6250	WATER	0	22,000	22,000	22,000	22,000
01-7400-6251	ELECTRICITY	0	5,500	5,500	5,500	5,500
	TOTAL OPERATIONS	0	86,960	86,960	86,960	87,260
	CAPITAL					
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	0	86,960	86,960	86,960	87,260
FUNDING SOURCE: GENERAL						

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: LOSMD - ZONE 4

APPROPRIATION DETAIL					
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16
		ACTUAL	BUDGET	REVISED BUDGET	APPROVED ESTIMATE BUDGET
PERSONNEL					
19-7400-5101	REGULAR SALARIES	0	0	0	0
19-7400-5104	OVERTIME	0	0	0	0
19-7400-5105	HEALTH & LIFE INSURANCE	0	0	0	0
19-7400-5107	WORKERS' COMPENSATION	0	0	0	0
19-7400-5108	PERS	0	0	0	0
19-7400-5110	MEDICARE	0	0	0	0
19-7400-5111	SICK LEAVE BUYBACK	0	0	0	0
	TOTAL PERSONNEL	0	0	0	0
OPERATIONS					
19-7400-6207	POSTAGE	0	0	0	0
19-7400-6208	VEHICLE OPERATIONS	0	0	0	0
19-7400-6216	PROFESSIONAL SERVICES	6,990	6,990	6,990	6,990
19-7400-6223	INSURANCE	0	0	0	0
19-7400-6227	CONTRACTUAL SERVICES	278,036	246,800	246,800	246,800
19-7400-6237	VANDALISM	948	310	310	310
19-7400-6240	RODENT CONTROL	24,216	22,500	22,500	22,500
19-7400-6243	TREE MAINTENANCE	41,430	36,900	36,900	37,200
19-7400-6244	STREET LIGHT MAINTENANCE	78,801	60,000	80,000	80,780
19-7400-6250	WATER	174,281	149,000	149,000	149,000
19-7400-6251	ELECTRICITY	15,324	13,330	13,330	13,330
19-7400-6253	TELEPHONE	0	0	0	0
19-7400-6254	COMMUNICATIONS	0	0	0	0
	TOTAL OPERATIONS	620,026	535,830	555,830	556,910
CAPITAL					
19-7400-8405	LANDSCAPE IMPROVEMENTS	9,500	9,000	9,000	9,000
19-7400-8406	IRRIGATION IMPROVEMENTS	2,896	9,000	9,000	9,000
	TOTAL CAPITAL	12,396	18,000	18,000	18,000
	SUB-PROGRAM TOTAL	632,423	553,830	573,830	574,910
FUNDING SOURCE: ASSESSMT.		F/T EMPLOYEES	0.00	0.00	0.00
ACREAGE: 94.86			0.00	0.00	0.00

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: LOSMD-ZONE 5

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	PERSONNEL					
	TOTAL PERSONNEL	0	0	0	0	0
	OPERATIONS					
01-7500-6227	CONTRACTUAL SERVICES	0	18,000	18,000	18,000	18,000
01-7500-6240	RODENT CONTROL	0	800	800	800	800
01-7500-6243	TREE MAINTENANCE	0	1,750	1,750	1,750	1,840
01-7500-6244	STREET LIGHT MAINTENANCE	0	0	0	0	0
01-7500-6250	WATER	0	4,000	4,000	4,000	4,000
01-7500-6251	ELECTRICITY	0	2,400	2,400	2,400	2,400
	TOTAL OPERATIONS	0	26,950	26,950	26,950	27,040
	CAPITAL					
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	0	26,950	26,950	26,950	27,040
FUNDING SOURCE: GENERAL						

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: LOSMD - ZONE 5

APPROPRIATION DETAIL					
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16
		ACTUAL	BUDGET	REVISED BUDGET	APPROVED ESTIMATE BUDGET
PERSONNEL					
19-7500-5101	REGULAR SALARIES	0	0	0	0
19-7500-5104	OVERTIME	0	0	0	0
19-7500-5105	HEALTH & LIFE INSURANCE	0	0	0	0
19-7500-5107	WORKERS' COMPENSATION	0	0	0	0
19-7500-5108	PERS	0	0	0	0
19-7500-5110	MEDICARE	0	0	0	0
19-7500-5111	SICK LEAVE BUYBACK	0	0	0	0
	TOTAL PERSONNEL	0	0	0	0
OPERATIONS					
19-7500-6207	POSTAGE	0	0	0	0
19-7500-6208	VEHICLE OPERATIONS	0	0	0	0
19-7500-6216	PROFESSIONAL SERVICES	1,670	1,670	1,670	1,670
19-7500-6223	INSURANCE	0	0	0	0
19-7500-6227	CONTRACTUAL SERVICES	106,032	106,000	106,000	106,000
19-7500-6237	VANDALISM	448	200	200	200
19-7500-6240	RODENT CONTROL	7,512	7,000	7,000	7,000
19-7500-6243	TREE MAINTENANCE	10,412	10,250	10,250	10,340
19-7500-6244	STREET LIGHT MAINTENANCE	16,105	10,000	18,500	17,710
19-7500-6250	WATER	44,677	49,000	49,000	49,000
19-7500-6251	ELECTRICITY	9,769	5,900	5,900	5,900
19-7500-6253	TELEPHONE	0	0	0	0
19-7500-6254	COMMUNICATIONS	0	0	0	0
	TOTAL OPERATIONS	196,625	190,020	198,520	197,820
CAPITAL					
19-7500-8405	LANDSCAPE IMPROVEMENTS	109	4,500	6,610	6,610
19-7500-8406	IRRIGATION IMPROVEMENTS	1,962	2,000	2,000	2,000
	TOTAL CAPITAL	2,071	6,500	8,610	8,610
	SUB-PROGRAM TOTAL	198,697	196,520	207,130	206,430
FUNDING SOURCE: ASSESSMT.		F/T EMPLOYEES	0.00	0.00	0.00
ACREAGE: 47.37			0.00	0.00	0.00

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: LOSMD-ZONE 6

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	PERSONNEL					
	TOTAL PERSONNEL	0	0	0	0	0
	OPERATIONS					
01-7600-6227	CONTRACTUAL SERVICES	0	20,950	20,950	20,950	20,950
01-7600-6240	RODENT CONTROL	0	600	600	600	600
01-7600-6243	TREE MAINTENANCE	0	1,800	1,900	1,900	2,000
01-7600-6244	STREE LIGHT MAINTENANCE	0	0	0	0	0
01-7600-6250	WATER	0	15,000	14,900	14,900	14,900
01-7600-6251	ELECTRICITY	0	9,000	9,000	9,000	9,000
	TOTAL OPERATIONS	0	47,350	47,350	47,350	47,450
	CAPITAL					
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	0	47,350	47,350	47,350	47,450
FUNDING SOURCE: GENERAL						

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: LOSMD - ZONE 6

APPROPRIATION DETAIL					
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE APPROVED BUDGET
PERSONNEL					
19-7600-5101	REGULAR SALARIES	0	0	0	0
19-7600-5104	OVERTIME	0	0	0	0
19-7600-5105	HEALTH & LIFE INSURANCE	0	0	0	0
19-7600-5107	WORKERS' COMPENSATION	0	0	0	0
19-7600-5108	PERS	0	0	0	0
19-7600-5110	MEDICARE	0	0	0	0
19-7600-5111	SICK LEAVE BUYBACK	0	0	0	0
	TOTAL PERSONNEL	0	0	0	0
OPERATIONS					
19-7600-6207	POSTAGE	0	0	0	0
19-7600-6208	VEHICLE OPERATIONS	0	0	0	0
19-7600-6216	PROFESSIONAL SERVICES	1,670	1,670	1,670	1,670
19-7600-6223	INSURANCE	0	0	0	0
19-7600-6227	CONTRACTUAL SERVICES	87,015	79,860	79,860	79,860
19-7600-6237	VANDALISM	0	620	620	620
19-7600-6240	RODENT CONTROL	3,144	2,700	2,700	2,700
19-7600-6243	TREE MAINTENANCE	19,412	16,490	16,690	16,690
19-7600-6244	STREET LIGHT MAINTENANCE	39,734	32,000	38,000	38,000
19-7600-6250	WATER	62,248	72,000	62,800	62,800
19-7600-6251	ELECTRICITY	22,051	14,000	14,000	14,000
19-7600-6253	TELEPHONE	0	0	0	0
19-7600-6254	COMMUNICATIONS	0	0	0	0
	TOTAL OPERATIONS	235,275	219,340	216,340	216,340
CAPITAL					
19-7600-8405	LANDSCAPE IMPROVEMENTS	8,396	1,840	13,267	13,267
19-7600-8406	IRRIGATION IMPROVEMENTS	1,157	1,100	7,100	7,100
	TOTAL CAPITAL	9,553	2,940	20,367	20,367
	SUB-PROGRAM TOTAL	244,827	222,280	236,707	236,707
FUNDING SOURCE: ASSESSMT.		F/T EMPLOYEES	0.00	0.00	0.00
ACREAGE: 29.21			0.00	0.00	0.00

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: LOSMD-ZONE 7

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	PERSONNEL					
	TOTAL PERSONNEL	0	0	0	0	0
	OPERATIONS					
01-7700-6227	CONTRACTUAL SERVICES	0	21,980	21,980	21,980	21,980
01-7700-6240	RODENT CONTROL	0	1,250	1,250	1,250	1,250
01-7700-6243	TREE MAINTENANCE	0	7,000	7,000	7,000	7,350
01-7700-6244	STREE LIGHT MAINTENANCE	0	0	0	0	0
01-7700-6250	WATER	0	12,000	12,000	12,000	12,000
01-7700-6251	ELECTRICITY	0	1,500	1,500	1,500	1,500
	TOTAL OPERATIONS	0	43,730	43,730	43,730	44,080
	CAPITAL					
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	0	43,730	43,730	43,730	44,080
FUNDING SOURCE: GENERAL						

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: LOSMD - ZONE 7

APPROPRIATION DETAIL					
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE APPROVED BUDGET
PERSONNEL					
19-7700-5101	REGULAR SALARIES	0	0	0	0
19-7700-5104	OVERTIME	0	0	0	0
19-7700-5105	HEALTH & LIFE INSURANCE	0	0	0	0
19-7700-5107	WORKERS' COMPENSATION	0	0	0	0
19-7700-5108	PERS	0	0	0	0
19-7700-5110	MEDICARE	0	0	0	0
19-7700-5111	SICK LEAVE BUYBACK	0	0	0	0
	TOTAL PERSONNEL	0	0	0	0
OPERATIONS					
19-7700-6207	POSTAGE	0	0	0	0
19-7700-6208	VEHICLE OPERATIONS	0	0	0	0
19-7700-6216	PROFESSIONAL SERVICES	1,500	1,500	1,500	1,500
19-7700-6223	INSURANCE	0	0	0	0
19-7700-6227	CONTRACTUAL SERVICES	65,700	60,830	60,830	60,830
19-7700-6237	VANDALISM	0	100	100	100
19-7700-6240	RODENT CONTROL	4,836	4,050	4,050	4,050
19-7700-6243	TREE MAINTENANCE	21,902	18,500	18,500	18,850
19-7700-6244	STREET LIGHT MAINTENANCE	13,887	9,700	12,700	13,970
19-7700-6250	WATER	45,383	47,000	47,000	47,000
19-7700-6251	ELECTRICITY	3,452	2,100	2,100	2,100
19-7700-6253	TELEPHONE	0	0	0	0
19-7700-6254	COMMUNICATIONS	0	0	0	0
	TOTAL OPERATIONS	156,660	143,780	146,780	148,400
CAPITAL					
19-7700-8405	LANDSCAPE IMPROVEMENTS	0	2,000	2,000	2,000
19-7700-8406	IRRIGATION IMPROVEMENTS	468	2,000	2,000	2,000
	TOTAL CAPITAL	468	4,000	4,000	4,000
	SUB-PROGRAM TOTAL	157,128	147,780	150,780	152,400
FUNDING SOURCE: ASSESSMT.		F/T EMPLOYEES	0.00	0.00	0.00
ACREAGE: 25.39			0.00	0.00	0.00

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: LOSMD-ZONE 8

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	PERSONNEL					
	TOTAL PERSONNEL	0	0	0	0	0
	OPERATIONS					
01-7800-6227	CONTRACTUAL SERVICES	0	9,860	9,860	9,860	9,860
01-7800-6240	RODENT CONTROL	0	800	800	800	800
01-7800-6243	TREE MAINTENANCE	0	1,250	1,750	1,750	1,840
01-7800-6244	STREE LIGHT MAINTENANCE	0	0	0	0	0
01-7800-6250	WATER	0	10,000	9,500	11,200	11,200
01-7800-6251	ELECTRICITY	0	500	500	800	800
	TOTAL OPERATIONS	0	22,410	22,410	24,410	24,500
	CAPITAL					
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	0	22,410	22,410	24,410	24,500
FUNDING SOURCE: GENERAL						

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: LOSMD - ZONE 8

APPROPRIATION DETAIL					
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16
		ACTUAL	BUDGET	REVISED BUDGET	APPROVED ESTIMATE BUDGET
PERSONNEL					
19-7800-5101	REGULAR SALARIES	0	0	0	0
19-7800-5104	OVERTIME	0	0	0	0
19-7800-5105	HEALTH & LIFE INSURANCE	0	0	0	0
19-7800-5107	WORKERS' COMPENSATION	0	0	0	0
19-7800-5108	PERS	0	0	0	0
19-7800-5110	MEDICARE	0	0	0	0
19-7800-5111	SICK LEAVE BUYBACK	0	0	0	0
	TOTAL PERSONNEL	0	0	0	0
OPERATIONS					
19-7800-6207	POSTAGE	0	0	0	0
19-7800-6208	VEHICLE OPERATIONS	0	0	0	0
19-7800-6216	PROFESSIONAL SERVICES	2,270	2,270	2,270	2,270
19-7800-6223	INSURANCE	0	0	0	0
19-7800-6227	CONTRACTUAL SERVICES	94,625	84,020	86,020	86,020
19-7800-6237	VANDALISM	0	410	410	410
19-7800-6240	RODENT CONTROL	6,072	5,500	5,500	5,500
19-7800-6243	TREE MAINTENANCE	14,749	15,380	15,380	15,470
19-7800-6244	STREET LIGHT MAINTENANCE	8,773	10,600	12,100	11,520
19-7800-6250	WATER	91,535	75,000	73,000	85,000
19-7800-6251	ELECTRICITY	6,477	3,700	3,700	6,100
19-7800-6253	TELEPHONE	0	0	0	0
19-7800-6254	COMMUNICATIONS	0	0	0	0
	TOTAL OPERATIONS	224,502	196,880	198,380	212,780
CAPITAL					
19-7800-8405	LANDSCAPE IMPROVEMENTS	456	2,000	2,000	2,000
19-7800-8406	IRRIGATION IMPROVEMENTS	4,523	8,000	8,000	8,000
	TOTAL CAPITAL	4,979	10,000	10,000	10,000
	SUB-PROGRAM TOTAL	229,481	206,880	208,380	222,780
FUNDING SOURCE: ASSESSMT.		F/T EMPLOYEES	0.00	0.00	0.00
ACREAGE: 20.25			0.00	0.00	0.00

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: LOSMD-ZONE 9

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	PERSONNEL					
	TOTAL PERSONNEL	0	0	0	0	0
	OPERATIONS					
01-7900-6227	CONTRACTUAL SERVICES	0	1,970	1,970	1,970	1,970
01-7900-6240	RODENT CONTROL	0	120	120	120	120
01-7900-6243	TREE MAINTENANCE	0	0	0	0	0
01-7900-6244	STREE LIGHT MAINTENANCE	0	0	0	0	0
01-7900-6250	WATER	0	860	860	895	1,300
01-7900-6251	ELECTRICITY	0	0	0	0	0
	TOTAL OPERATIONS	0	2,950	2,950	2,985	3,390
	CAPITAL					
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	0	2,950	2,950	2,985	3,390
FUNDING SOURCE: GENERAL						

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: LOSMD - ZONE 9

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	BUDGET	ESTIMATE	APPROVED BUDGET
	PERSONNEL					
	TOTAL PERSONNEL	0	0	0	0	0
	OPERATIONS					
18-7900-6207	POSTAGE	0	0	0	0	0
18-7900-6208	VEHICLE OPERATIONS	0	0	0	0	0
18-7900-6216	PROFESSIONAL SERVICES	1,570	1,570	1,570	1,570	1,570
18-7900-6223	INSURANCE	0	0	0	0	0
18-7900-6227	CONTRACTUAL SERVICES	364,598	355,030	365,030	365,030	365,030
18-7900-6237	VANDALISM	0	0	0	0	0
18-7900-6240	RODENT CONTROL	22,200	21,880	22,080	22,080	22,080
18-7900-6242	STORM DRAIN	0	25,000	25,000	25,000	25,000
18-7900-6243	TREE MAINTENANCE	2,955	30,000	30,000	30,000	33,000
18-7900-6244	STREET LIGHT MAINTENANCE	9,997	10,450	10,450	10,450	10,450
18-7900-6250	WATER	111,597	110,000	100,000	107,500	112,880
18-7900-6251	ELECTRICITY	73,126	40,000	39,800	70,000	40,000
18-7900-6253	TELEPHONE	0	0	0	0	0
18-7900-6254	COMMUNICATIONS	0	0	0	0	0
	TOTAL OPERATIONS	586,043	593,930	593,930	631,630	610,010
	CAPITAL					
18-7900-8405	LANDSCAPE IMPROVEMENTS	0	20,000	20,000	20,000	20,000
18-7900-8406	IRRIGATION IMPROVEMENTS	0	20,000	20,000	20,000	20,000
	TOTAL CAPITAL	0	40,000	40,000	40,000	40,000
	SUB-PROGRAM TOTAL	586,043	633,930	633,930	671,630	650,010
FUNDING SOURCE: ASSESSMT.		F/T EMPLOYEES	0.00	0.00	0.00	0.00
ACREAGE: 93.5						

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: LOSMD - ZONE 11

APPROPRIATION DETAIL					
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE APPROVED BUDGET
	PERSONNEL				
	TOTAL PERSONNEL	0	0	0	0
	OPERATIONS				
19-7911-6207	POSTAGE	0	0	0	0
19-7911-6216	PROFESSIONAL SERVICES	620	620	620	620
19-7911-6227	CONTRACTUAL SERVICES	0	400	400	400
19-7911-6244	STREET LIGHT MAINTENANCE	781	600	600	600
	TOTAL OPERATIONS	1,401	1,620	1,620	1,620
	CAPITAL				
	TOTAL CAPITAL	0	0	0	0
	SUB-PROGRAM TOTAL	1,401	1,620	1,620	1,620
FUNDING SOURCE: ASSESSMT.					
ACREAGE: None					

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: LOSMD - ZONE 12

APPROPRIATION DETAIL					
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE APPROVED BUDGET
PERSONNEL					
19-7912-5101	REGULAR SALARIES	0	0	0	0
19-7912-5104	OVERTIME	0	0	0	0
19-7912-5105	HEALTH & LIFE INSURANCE	0	0	0	0
19-7912-5107	WORKERS' COMPENSATION	0	0	0	0
19-7912-5108	PERS	0	0	0	0
19-7912-5110	MEDICARE	0	0	0	0
19-7912-5111	SICK LEAVE BUYBACK	0	0	0	0
	TOTAL PERSONNEL	0	0	0	0
OPERATIONS					
19-7912-6207	POSTAGE	0	0	0	0
19-7912-6208	VEHICLE OPERATIONS	0	0	0	0
19-7912-6216	PROFESSIONAL SERVICES	720	720	720	720
19-7912-6227	CONTRACTUAL SERVICES	8,700	9,240	9,240	9,240
19-7912-6237	VANDALISM	0	100	100	100
19-7912-6240	RODENT CONTROL	1,392	2,060	2,060	2,060
19-7912-6243	TREE MAINTENANCE	1,542	2,010	2,010	2,210
19-7912-6244	STREET LIGHT MAINTENANCE	1,219	2,120	2,120	2,120
19-7912-6250	WATER	4,219	6,500	6,500	6,500
19-7912-6251	ELECTRICITY	947	600	600	600
19-7912-6253	TELEPHONE	0	0	0	0
	TOTAL OPERATIONS	18,740	23,350	23,350	23,550
CAPITAL					
	TOTAL CAPITAL	0	0	0	0
	SUB-PROGRAM TOTAL	18,740	23,350	23,350	23,550
FUNDING SOURCE: ASSESSMT.		F/T EMPLOYEES	0.00	0.00	0.00
ACREAGE: 1.41					

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: CAPITAL EQUIP REPLACEMT

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16	
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	PERSONNEL					
	TOTAL PERSONNEL	0	0	0	0	0
	OPERATIONS					
	TOTAL OPERATIONS	0	0	0	0	0
	CAPITAL					
25-4502-8402	MACHINERY & EQUIPMENT (COMPUTERS)	89,609	150,000	159,500	159,500	100,000
25-6206-8402	MACHINERY & EQUIPMENT	0	30,000	30,000	30,000	55,000
25-9100-8402	MACHINERY & EQUIPMENT	81,880	0	0	0	40,000
	TOTAL CAPITAL	171,489	180,000	189,500	189,500	195,000
	SUB-PROGRAM TOTAL	171,489	180,000	189,500	189,500	195,000
FUNDING SOURCE: CAPITAL EQUIPMENT						

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16

CAPITAL EQUIPMENT PURCHASE & REPLACEMENT (FUND 25)

The Capital Equipment Purchase & Replacement fund was established to provide for the timely acquisition or replacement of the City's vehicles and major pieces of equipment.

CAPITAL:

25-4502-8402 **Machinery & Equipment (Computer Equipment)**

Under the direction of the Computer Steering Committee, provides for the purchase of computers, printers, software, servers and other IT related items.

25-6206-8402 **Machinery & Equipment**

In FY 2014-15, provided for the purchase of one (1) vehicle at MDRS. In FY 2015-16 will provide for the purchase of a utility tractor for the Public Works Department.

25-9100-8402 **Machinery & Equipment**

In 2013-14, provided for the purchase of two (2) vehicles at MDRS. In FY 2015-16 will provide for the purchase of one (1) vehicle at MDRS.

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: USED OIL RECYCLING GRANT

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	PERSONNEL					
	TOTAL PERSONNEL	0	0	0	0	0
	OPERATIONS					
32-5601-6261	ADMINISTRATIVE OVERHEAD	853	860	860	857	850
32-5601-6280	ENVIRONMENTAL SERVICES SUPPLIES	7,679	7,720	7,720	7,713	7,650
	TOTAL OPERATIONS	8,532	8,580	8,580	8,570	8,500
	CAPITAL					
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	8,532	8,580	8,580	8,570	8,500
FUNDING SOURCE: USED OIL RECYCLING GRANT						

**CITY OF WALNUT
ANNUAL BUDGET DETAIL**

2015-16

USED OIL RECYCLING GRANT (32-5601)

The Used Oil Recycling Grant Department provides for the augmentation of the City's existing participation in the County-wide Household Hazardous Waste Roundup, by conducting public education and awareness campaigns to increase usage of local opportunities to recycle used motor oil in the general population. This department also works with local firms and groups to maintain and expand the availability of certified used oil collection services.

OPERATIONS:

6261 Administrative Overhead

Provides a percentage of administrative overhead to help administer the Used Oil Recycling Grant.

6280 Environmental Services Supplies

Provides for the purchase of promotional supplies, Used Oil Filter Recycling Program supplies in support of Walnut's Used Oil Recycling Program.

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: RECYCLING GRANT

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	BUDGET	ESTIMATE	APPROVED BUDGET
	PERSONNEL					
	TOTAL PERSONNEL	0	0	0	0	0
	OPERATIONS					
	TOTAL OPERATIONS	0	0	0	0	0
	CAPITAL					
33-5605-8410	IMPROVEMENTS OTHER THAN BLDGS	15,332	0	8,130	8,130	8,010
	TOTAL CAPITAL	15,332	0	8,130	8,130	8,010
	SUB-PROGRAM TOTAL	15,332	0	8,130	8,130	8,010
FUNDING SOURCE: GENERAL RECYCLING GRANT						

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
RECYCLING GRANT (33-5605)

The Recycling Grant provides funds for the augmentation of waste reduction programs to enable the City to meet its AB 939 and SB 1016 goals. This grant will provide for recycling in City facilities, parks, trails, and schools. This is funded through a grant from the California Department of Conservation pursuant to the California Beverage Container Recycling and Litter Reduction Act. This will also assist the State to maintain an 80 percent recycling rate for all California Refund Value (CRV) beverage containers.

CAPITAL:

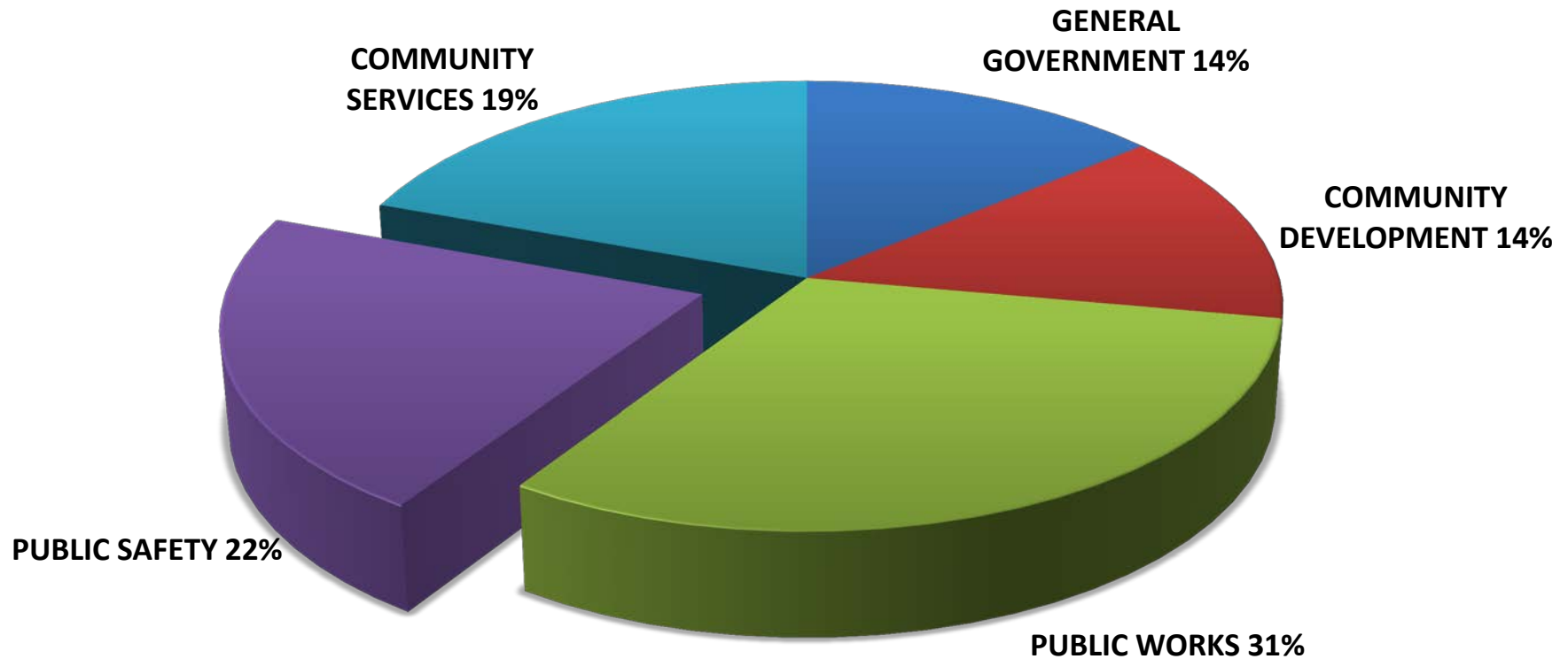
8410 **Improvements other than Buildings**

Provided for the purchase of recycling equipment for the City's facilities, parks, trails and local schools. Some site preparation included.



Public Safety

PUBLIC SAFETY FISCAL YEAR 2015-16



**Total Public Safety Budget
\$3,682,370**

CITY OF WALNUT

PUBLIC SAFETY

PROGRAM GOALS & PERFORMANCE MEASURES

The Public Safety Program of the budget includes the following sub-programs: Public Safety Administration, Business License Enforcement, General Law Enforcement, Helicopter Services, Crime Prevention, Animal Control, Emergency Preparedness, Hazard Mitigation, Volunteers on Patrol, Vehicle Code Fines, and Citizens Options for Public Safety (COPS). The City's law enforcement services will continue to be provided under contract with the Los Angeles County Sheriff's Department. Staff will work to meet various aspects of the City's Mission Statement to "...exceed expectations of the people of Walnut. We collaborate with the community to enhance our civic pride" in the Public Safety Program.

In 2015-16, the Public Safety Program will work to achieve the following goals:

1. Utilize the City's mobile app, website, and social media pages to inform residents of Public Safety matters and provide Emergency Preparedness information to the community.
2. Continue to provide EOC training to City staff to maintain the City's level of readiness.
3. The City will continue to work closely with the County's Fire and Sheriff's Departments to ensure proper staffing and response levels are maintained for the overall safety of the public. In addition, the City will host annual meetings with the Sheriff's Department and the Fire Department to discuss public safety matters.
4. Enhance the City's EOC by upgrading equipment and replacing supplies as needed.

In 2014-15, the Public Safety Program worked to achieve the following goals:

1. Continue to provide training to Walnut City Staff in first aid & CPR, and hold emergency preparedness exercises throughout the year.

Performance Measure: The City hosted training in first aid and CPR, as well as provided training on the City's EOC radio system.

2. The City will continue to work closely with the Sheriff's Departments by meeting to discuss public safety items as needed and ensure proper staffing and response levels are maintained for the overall safety of the public. In addition, the City will host annual meetings with the Sheriff's Department to discuss public safety matters.

Performance Measure: The City hosted a joint meeting with the City Council and Sheriff's department in 2013-14, and communicated regularly with Sheriff's Department staff and LA County Fire staff regularly.

3. The City will continue to provide information to the community regarding Public Safety matters via the City's publications, the website, and public service announcements on the City's Cable channel.

Performance Measure: Staff utilized the City's mobile app and website to provide information to the community regarding Public Safety matters.

4. Staff will continue to promote both the Neighborhood Watch programs and Business Watch programs and host the City's National Night Out event in August.

Performance Measure: The City hosted its annual National Night Out event in August 2014 and recognized the City's Neighborhood Watch Block Captains at City events.

**Public Safety
Measurable Outputs**

Output	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
Employees trained on Emergency Operations	40	50	70	80	100
National Night Out Event Attendees	1,250	1,250	1,250	1250	1250
Neighborhood Watch Meetings	30	35	35	40	40
Number of DUI Check Points	2	2	2	2	2
Public Safety Seminar	1	1	1	1	1
Number of Volunteers on Patrol	25	25	25	25	25
Joint City Council/Sheriff Meeting	1	1	1	1	1

FY 15-16 Public Safety Goals and Relationship to the Mission Statement
<p>In FY 2015-16, the Public Safety Department has identified four major goals:</p> <ol style="list-style-type: none"> 1. Enhance the City’s EOC by upgrading equipment and replacing supplies as needed. 2. Continue to meet on a regular basis with members of the Sheriff’s Department and Fire Department to discuss Public Safety matters. 3. Utilize the City’s mobile app, website, and social media sites to inform residents of Public Safety matters and provide Emergency Preparedness information to the community. 4. Continue to provide EOC training to City staff to maintain the City’s level of readiness. <p>The aforementioned goals continue a <i>High Level of Safety and Services</i> for the residents of Walnut by way of enhanced emergency preparedness in the event of a natural and/or manmade disaster, increased communication to the Public via the City’s website, app, and social media sites, and enhanced public outreach on public safety programs.</p>

**CITY OF WALNUT
PROGRAM SUMMARY
PUBLIC SAFETY**

	2013-14		2014-15		2015-16
	ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
PERSONNEL EXPENSE	157,846	185,130	177,321	172,732	190,940
OPERATIONS EXPENSE	3,377,757	3,419,370	3,431,658	3,436,512	3,491,430
TOTAL OPERATING EXPENSE	3,535,603	3,604,500	3,608,979	3,609,244	3,682,370
CAPITAL	31,299	0	0	0	0
PROGRAM TOTAL	3,566,902	3,604,500	3,608,979	3,609,244	3,682,370
TOTAL FULL-TIME EMPLOYEES	1.65	1.65	1.65	1.65	1.75
SUB-PROGRAMS:					
					PAGE
PUBLIC SAFETY ADMINISTRATION	01-8000				216
BUSINESS LICENSE ENFORCEMENT	01-8002				218
GENERAL LAW ENFORCEMENT	01-8100				222
HELICOPTER SERVICES	01-8101				224
CRIME PREVENTION	01-8400				226
ANIMAL CONTROL	01-8500				228
EMERGENCY PREPAREDNESS	01-8600				230
HAZARD MITIGATION	01-8613				232
VOLUNTEERS ON PATROL	01-8900				234
VEHICLE CODE FINES	05-8200				236
CITIZEN'S OPTIONS FOR PUB SFTY	07-8003				240

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC SAFETY

SUB-PROGRAM: PUBLIC SAFETY ADMINIST'N

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
PERSONNEL						
01-8000-5101	REGULAR SALARIES	40,553	44,130	44,130	44,383	45,010
01-8000-5105	HEALTH & LIFE INSURANCE	6,773	6,750	6,750	6,756	6,750
01-8000-5107	WORKERS' COMPENSATION	830	680	680	660	780
01-8000-5108	PERS	7,989	9,180	9,180	8,889	7,020
01-8000-5110	MEDICARE	679	740	740	706	750
01-8000-5111	SICK LEAVE/VACATION BUYBACK	0	1,100	0	0	0
	TOTAL PERSONNEL	56,824	62,580	61,480	61,393	60,310
OPERATIONS						
01-8000-6201	CONFERENCE & MEETING	209	800	1,690	800	800
01-8000-6215	VEHICLE/CELL ALLOWANCE	1,206	1,200	1,200	1,206	1,600
01-8000-6216	PROFESSIONAL SERVICES	138,510	0	0	0	0
01-8000-6227	CONTRACTUAL SERVICE	57,369	58,150	58,945	58,150	62,800
01-8000-6256	EQUIPMENT USAGE	600	630	630	630	610
01-8000-6265	COMPUTER USAGE	3,030	3,110	3,110	3,110	3,070
	TOTAL OPERATIONS	200,924	63,890	65,575	63,896	68,880
CAPITAL						
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	257,748	126,470	127,055	125,289	129,190
FUNDING SOURCE: GENERAL		F/T EMPLOYEES	0.50	0.50	0.50	0.50

CITY OF WALNUT
ANNUAL BUDGET DETAIL

2015-16

PUBLIC SAFETY ADMINISTRATION (8000)

The Public Safety Administration Department provides for the overall administration of the City's public safety program and contracts. The Public Safety programs covered are general contract administration, crime prevention, volunteers on patrol, COPS Grant, and Emergency Preparedness.

PERSONNEL:

5101 **Regular Salaries**

Senior Management Analyst - 50%

Responsible for administering the City's public safety contracts, coordinating service requests, serving as a liaison for communications and quarterly meetings, maintaining the traffic and crime statistic files, and authorizing contractual expenditures. (25% in 01-4700, 25% in 01-4502)

5105 - 5111 See Appendix

OPERATIONS:

6201 **Conference & Meeting**

Provides for joint meeting with City Council and the Sheriff's/Fire Department.

6215 **Vehicle Allowance/Cell**

Provides for a vehicle allowance and cell phone stipend for the Senior Management Analyst, distributed the same as payroll.

6216 **Professional Services**

In 2013-14, provided for monthly maintenance service fee of photo enforcement program.

6227 **Contractual Services**

Provides for payment to All City Management for seven (7) crossing guard services for Walnut schools. The 8th crossing guard is paid out of 07-8003-6227.

6256 - 6265 See Appendix

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC SAFETY

SUB-PROGRAM: BUSINESS LICENSE ENFORCE.

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
PERSONNEL						
01-8002-5101	REGULAR SALARIES	44,483	49,350	45,106	44,860	57,940
01-8002-5105	HEALTH & LIFE INSURANCE	10,161	10,130	9,726	9,766	11,480
01-8002-5107	WORKERS' COMPENSATION	1,081	760	695	659	1,010
01-8002-5108	PERS	8,779	10,280	9,401	6,093	8,380
01-8002-5110	MEDICARE	669	750	673	665	930
01-8002-5111	SICK LEAVE/VACATION BUYBACK	797	1,580	540	540	2,890
	TOTAL PERSONNEL	65,969	72,850	66,141	62,583	82,630
OPERATIONS						
01-8002-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	175	210	135	175	190
01-8002-6210	PRINTING	564	700	700	600	700
01-8002-6215	VEHICLE/CELL ALLOWANCE	844	840	770	747	1,440
01-8002-6227	CONTRACTUAL SERVICE	654	700	700	700	700
01-8002-6256	EQUIPMENT USAGE	900	950	950	950	1,030
01-8002-6265	COMPUTER USAGE	4,540	4,660	4,660	4,660	5,210
	TOTAL OPERATIONS	7,677	8,060	7,915	7,832	9,270
CAPITAL						
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	73,646	80,910	74,056	70,416	91,900
FUNDING SOURCE:		F/T EMPLOYEES	0.75	0.75	0.75	0.75
BUSINESS LICENSE TAX (\$100,000)						0.85

**CITY OF WALNUT
ANNUAL BUDGET DETAIL**

2015-16

BUSINESS LICENSE ENFORCEMENT (8002)

The Business License Department provides for the administration and enforcement of all businesses operating in the City. Primary functions include proper licensing of new business activities; processing annual license renewals; recordkeeping of all ongoing businesses; and conducting enforcement, as needed. The department will assist the public towards starting a business, home occupations, soliciting permits, and provides information regarding and other areas as needed.

PERSONNEL:

5101 **Regular Salaries**

Finance Analyst -10%

Responsible for preparing the annual City Budget, overseeing the City's fixed-asset inventory. Handles the review of cash receipts, revenues, payroll, prepares journal entries, and prepares the bank reconciliation and other assigned reconciliations (10% in 01-5901, 80% in 01-4500)

Finance Analyst - 35%

Performs the daily cash management. Administering the passport and business license operations and enforcement, Responsible for recording accounts receivables, and assisting with fixed asset inventory. Responsible for the review of Accounts Payable batches, transportation passes and prepares the various assigned monthly reconciliations. Responsible for maintaining the forms inventory. Serves as the primary back for A/P, and Purchase Order processing. (10% in 01-5901, 55% in 01-4500)

Accounting Technician - 30%

Responsible for data entry of all invoices and journal entries, business licenses, preparing the bank deposits, and passport applications, record new fixed asset including tagging. Assist with contract review Serves as primary backup to the finance counter. (65% in 01-4500, 5% in 01-5901)

Accounting Technician -10%

Responsible for assisting the public at the Finance department counter, handling phone calls business license information, and passport application processing. Oversees the parking citation operations and parking permit processing; maintains the active files and archived records; and office supply inventory. Prepares the transportation passes reconciliation and payment processing. Serves as primary backup to the cashiering functions. (57.5% in 01-4500, 20% in 05-8200, 12.5% in 13-5430)

5105 - 5111 See Appendix

OPERATIONS:

6203 **Membership, Dues, Subscriptions, Books, Fees**

Provides for the Finance Analyst's annual membership to the Municipal Management Association of Southern California (MMASC) and California Municipal Revenue & Tax Association (CMRTA).

6210 **Printing**

Provides for printing services for Business License Certificates, Business License Stickers and Order to Comply books.

6215 **Vehicle Allowance/Cell**

Provides for a vehicle allowance and cell phone stipend for the Finance Analysts, distributed the same as payroll.

6227 **Contractual Services**

Provides for the use of a non-sworn License Investigator (through agreement with the Los Angeles County Sheriff's Department) to perform, as needed, background investigations and issue citations to businesses.

6256 - 6265 See Appendix



**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC SAFETY

SUB-PROGRAM: GENERAL LAW ENFORCEMENT

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	PERSONNEL					
	TOTAL PERSONNEL	0	0	0	0	0
	OPERATIONS					
01-8100-6227	CONTRACTUAL SERVICES	2,737,285	2,940,000	2,934,312	2,946,225	2,991,000
01-8100-6247	EQUIPMENT MAINTENANCE	170	500	500	500	500
	TOTAL OPERATIONS	2,737,455	2,940,500	2,934,812	2,946,725	2,991,500
	CAPITAL					
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	2,737,455	2,940,500	2,934,812	2,946,725	2,991,500
FUNDING SOURCE: GENERAL						

**CITY OF WALNUT
ANNUAL BUDGET DETAIL**

2015-16

GENERAL LAW ENFORCEMENT (8100)

The General Law Enforcement Department provides for the contractual agreement with the Los Angeles County Sheriff's Department to provide personnel and equipment for general law enforcement services in the City of Walnut.

OPERATIONS:

6227 Contractual Services

Provides for payment to the Los Angeles County Sheriff's Department for general law enforcement services, including liability insurance. Services include (1.5) 40 hour Deputies, and (6.6) 56 hour Deputies. (50% of a 40 hour deputy in 8400).

6247 Equipment Maintenance

Provides for the calibration and maintenance of five (5) radar guns.

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC SAFETY

SUB-PROGRAM: HELICOPTER SERVICES

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16	
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	PERSONNEL					
	TOTAL PERSONNEL	0	0	0	0	0
	OPERATIONS					
01-8101-6227	CONTRACTUAL SERVICES	4,112	1,500	1,500	2,000	2,000
	TOTAL OPERATIONS	4,112	1,500	1,500	2,000	2,000
	CAPITAL					
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	4,112	1,500	1,500	2,000	2,000
FUNDING SOURCE: GENERAL						

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
HELICOPTER SERVICES (8101)

The Helicopter Services Department provides for the contractual agreement with the Los Angeles County Sheriff's Department to provide personnel and equipment for helicopter services for emergency situations.

OPERATIONS:

6227 **Contractual Services**

Provides for payment to the Los Angeles County Sheriff's Department for helicopter patrol services on an as-needed basis.

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC SAFETY

SUB-PROGRAM: CRIME PREVENTION

APPROPRIATION DETAIL					
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE APPROVED BUDGET
	PERSONNEL				
	TOTAL PERSONNEL	0	0	0	0
	OPERATIONS				
01-8400-6227	CONTRACTUAL SERVICES	130,329	136,850	136,750	136,750
01-8400-6271	CRIME TIP REWARD PROGRAM	0	1,000	1,000	0
01-8400-6272	CRIME PREVENTION PROGRAM SUPPLIES	792	500	600	600
	TOTAL OPERATIONS	131,122	138,350	138,350	137,350
	CAPITAL				
	TOTAL CAPITAL	0	0	0	0
	SUB-PROGRAM TOTAL	131,122	138,350	138,350	137,350
FUNDING SOURCE: GENERAL					

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
CRIME PREVENTION (8400)

Crime Prevention supplements the contractual agreement with the Los Angeles County Sheriff's Department. Crime Prevention conducts and coordinates various public information and community involvement programs including Business Watch and Neighborhood Watch. The contract provides for related employee salary and benefits, equipment, and the City's National Night Out program.

OPERATIONS:

6227 Contractual Services

Provides for payment to the Los Angeles County Sheriff's Department for 50% of the Team Leader (50% in 01-8100).

6271 Crime Tip Reward Program

Provides for the recognition of Walnut residents leading to the arrest and conviction of residential or vehicle burglary suspects.

6272 Crime Prevention Program Supplies

Provides for Neighborhood Watch signs, recognition of the City's Sheriff Volunteers, and other program supplies as needed.

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC SAFETY

SUB-PROGRAM: ANIMAL CONTROL

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16	
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	PERSONNEL					
	TOTAL PERSONNEL	0	0	0	0	0
	OPERATIONS					
01-8500-6227	CONTRACTUAL SERVICES	149,066	115,000	117,500	115,000	130,000
	TOTAL OPERATIONS	149,066	115,000	117,500	115,000	130,000
	CAPITAL					
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	149,066	115,000	117,500	115,000	130,000
FUNDING SOURCE: ANIMAL LICENSES (\$130,000)						

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
ANIMAL CONTROL (8500)

The Animal Control Department provides for the contractual agreement with the Los Angeles County Animal Care & Control Department to provide personnel and equipment for animal control services throughout the City. Animal Control services are performed in the City 15-20 hours per week, and the budget amount provides for the cost of picking up animals for impoundment, housing, veterinarian costs, humane investigations, issuing citations, court appearances, and picking up dead animals, etc.

OPERATIONS:

6227 **Contractual Services**

Provides for payment to the LA County Animal Care & Control and American Pest Management for performance of pest control services as needed.

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC SAFETY

SUB-PROGRAM: EMERGENCY PREPAREDNESS

APPROPRIATION DETAIL					
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16
		ACTUAL	BUDGET	REVISED BUDGET ESTIMATE	APPROVED BUDGET
	PERSONNEL				
	TOTAL PERSONNEL	0	0	0	0
	OPERATIONS				
01-8600-6201	CONFERENCE & MEETING	110	440	440	400
01-8600-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	3,541	2,870	2,870	2,870
01-8600-6227	CONTRACTUAL SERVICES	22,586	23,000	25,520	12,300
01-8600-6247	EQUIPMENT MAINTENANCE	4,087	6,500	6,500	6,500
01-8600-6253	TELEPHONE	978	980	980	980
01-8600-6254	COMMUNICATIONS	1,876	2,360	2,360	2,360
01-8600-6273	EMERGENCY PREPAREDNESS SUPPLIES	5,737	4,000	2,059	4,500
	TOTAL OPERATIONS	38,915	40,150	40,729	29,910
	CAPITAL				
01-8600-8401	FURNISHINGS & EQUIPMENT	4,690	0	0	0
	TOTAL CAPITAL	4,690	0	0	0
	SUB-PROGRAM TOTAL	43,604	40,150	40,729	29,910
FUNDING SOURCE: GENERAL					

**CITY OF WALNUT
ANNUAL BUDGET DETAIL**

2015-16

EMERGENCY PREPAREDNESS (8600)

The Emergency Preparedness Department provides for ensuring the City's efficient and effective response to disaster and emergency situations. Major functions include educating staff on the proper State and Federal reporting procedures, on-going training on the National Incident Management System (NIMS) and the Standardized Emergency Management System (SEMS). In addition, this program provides for purchasing of all equipment and supplies necessary to respond to emergencies and disasters.

OPERATIONS:

6201 Conference & Meeting

Provides for staff training on emergency preparations.

6203 Membership, Dues, Subscriptions, Books, Fees

Provides for the City's membership in the Southern California Emergency Preparedness, the Office of Emergency Services Area "D", and AQMD permit fee and registration of four (4) emergency generators.

6227 Contractual Services

Provides for an Emergency Preparedness Management Consultant and for the City's mass-notification system, Everbridge.

6247 Equipment Maintenance

Provides for maintenance and necessary repairs of four (4) emergency generators located at the Senior Center, Gym/Teen Center, MDRS, and City Hall every six months. Also provides for the EMIS system for interconnectivity with LA County EOC during disasters.

6253 Telephone

Provides for the yearly fee for two (2) satellite phone airtime agreements.

6254 Communications

Provides for the monthly service charge and airtime for emergency preparedness staff.

6273 Emergency Preparedness Supplies

Provides for the purchase of emergency preparedness supplies as needed for replenishment.

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC SAFETY

SUB-PROGRAM: HAZARD MITIGATION PLAN

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16	
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	PERSONNEL					
	TOTAL PERSONNEL	0	0	0	0	0
	OPERATIONS					
01-8613-6227	CONTRACTUAL SERVICES	0	0	11,707	11,707	0
	TOTAL OPERATIONS	0	0	11,707	11,707	0
	CAPITAL					
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	0	0	11,707	11,707	0
FUNDING SOURCE: GENERAL						

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
HAZARD MITIGATION (8613)

This department provides for mitigation planning to identify policies and actions that can be implemented over the long term to reduce risk and future losses. Mitigation Plans form the foundation for a community's long-term strategy to reduce disaster losses and break the cycle of disaster damage, reconstruction, and repeated damage. Hazard Mitigation creates a framework for risk-based decision making to reduce damages to lives, property, and the economy from future disasters.

OPERATIONS:

6227 **Contractual Services**
Provides for updates to the City's Hazard Mitigation Plan.

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC SAFETY

SUB-PROGRAM: VOLUNTEERS ON PATROL

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	PERSONNEL					
	TOTAL PERSONNEL	0	0	0	0	0
	OPERATIONS					
01-8900-6201	CONFERENCE & MEETING	180	200	200	200	200
01-8900-6239	UNIFORMS	1,016	500	500	500	500
	TOTAL OPERATIONS	1,196	700	700	700	700
	CAPITAL					
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	1,196	700	700	700	700
FUNDING SOURCE: GENERAL						

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
VOLUNTEERS ON PATROL (8900)

This department provides for administration of the Volunteers On Patrol program (V.O.P.), which provides assistance to all Walnut law enforcement activities by conducting various inspections, and checks which would otherwise be completed by sworn deputies or City Staff. Primary functions of the program include vacation checks, park patrol, business center watch, code enforcement field checks and early morning recycling and scavenging checks.

OPERATIONS:

6201 Conference & Meeting

Provides for the attendance at the annual contract cities BBQ event.

6239 Uniforms

Provides for the purchase of uniforms (replacements and for new volunteers).

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC SAFETY

SUB-PROGRAM: VEHICLE CODE FINES

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16	
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE APPROVED BUDGET	
PERSONNEL						
05-8200-5101	REGULAR SALARIES	24,615	34,670	34,670	35,400	
05-8200-5105	HEALTH & LIFE INSURANCE	4,596	5,400	5,400	5,400	
05-8200-5107	WORKERS' COMPENSATION	319	530	530	620	
05-8200-5108	PERS	4,855	7,210	7,210	5,530	
05-8200-5110	MEDICARE	382	560	560	560	
05-8200-5111	SICK LEAVE/VACATION BUYBACK	285	1,330	1,330	490	
	TOTAL PERSONNEL	35,053	49,700	49,700	48,000	
OPERATIONS						
05-8200-6210	PRINTING	1,698	1,650	3,300	2,000	
05-8200-6215	VEHICLE/CELL ALLOWANCE	335	480	480	640	
05-8200-6227	CONTRACTUAL SERVICES	2,707	5,640	5,640	5,640	
05-8200-6256	EQUIPMENT USAGE	480	510	510	490	
05-8200-6265	COMPUTER USAGE	2,420	2,490	2,490	2,450	
	TOTAL OPERATIONS	7,640	10,770	12,420	11,220	
CAPITAL						
	TOTAL CAPITAL	0	0	0	0	
	SUB-PROGRAM TOTAL	42,693	60,470	62,120	59,220	
FUNDING SOURCE:		F/T EMPLOYEES	0.40	0.40	0.40	0.40
VEHICLE CODE FINES (\$74,000)						

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
VEHICLE CODE FINES (05-8200)

The Vehicle Code Fines Department provides for the administration and collection of all vehicle code fines. The City contracts to provide processing services for all parking citations. The contract provides for the following services: collection of all citation payments and late fees, issuing delinquent notices, maintaining computer records of all citations, processing all administrative reviews, scheduling hearings, maintaining a citation website, providing the City with status reports, obtaining DMV information pertaining to license plate numbers, and coordinating with DMV for placing registration holds on all delinquent citations.

PERSONNEL:

5101 **Regular Salaries**

Finance Officer - 20%

Responsible for the daily management and operation of the Finance Department including budgeting, payroll, Accounts Payable, Accounts Receivable, business licenses, parking citations and passports. Responsible for maintaining the City, Successor Agency and WHA general ledgers, various reconciliations, and monthly revenue and expenditures reports. Supervises the daily cash management and the accounting operations of the department. Handles the audit from various agencies including the preparation of financial reports. Serves as Acting Director of Administrative Services-Finance. (50% in 01-4500, 20% in 01-4502, 10% 01-5901)

Accounting Technician -20%

Responsible for assisting the public at the Finance department counter, handling phone calls business license information, and passport application processing. Oversees the parking citation operations and parking permit processing; maintains the active files and archived records; and office supply inventory. Prepares the transportation passes reconciliation and payment processing. Serves as primary backup to the cashiering functions. (57.5% in 01-4500, 10% in 01-8002, 12.5% in 13-5430)

5105 - 5111 See Appendix

OPERATIONS:

6210 **Printing**

Provides for the cost of all parking citation forms.

6215 **Vehicle Allowance/Cell**

Provides for the Finance Officer's vehicle allowance and cell phone stipend which is distributed the same as payroll.

6227 **Contractual Services**

Provides for services rendered under contract for all parking citation processing activities.

6256 - 6265 See Appendix



**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: PUBLIC SAFETY

SUB-PROGRAM: CITIZENS OPTNS PUBLIC SFTY

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	PERSONNEL					
	TOTAL PERSONNEL	0	0	0	0	0
	OPERATIONS					
07-8003-6216	PROFESSIONAL SERVICES	5,000	5,000	5,000	5,000	5,000
07-8003-6227	CONTRACTUAL SERVICES	94,248	95,000	95,000	95,000	100,000
07-8003-6253	TELEPHONE	403	450	450	450	450
	TOTAL OPERATIONS	99,651	100,450	100,450	100,450	105,450
	CAPITAL					
07-8003-8401	FURNISHINGS & EQUIPMENT	26,609	0	0	0	0
	TOTAL CAPITAL	26,609	0	0	0	0
	SUB-PROGRAM TOTAL	126,260	100,450	100,450	100,450	105,450
FUNDING SOURCE: COPS						

**CITY OF WALNUT
ANNUAL BUDGET DETAIL**

2015-16

CITIZEN'S OPTIONS FOR PUBLIC SAFETY - COPS (07-8003)

In July of 1996, the state approved AB 3229, which authorized the distribution of funds to local agencies on a per capita basis for the purposes of first-line law enforcement services.

OPERATIONS:

6216 **Professional Services**

Provides for group counseling for social behavior and anti-gang/drug intervention and one-day intervention workshops at the Teen Center.

6227 **Contractual Services**

Provides for 100% of a Law Enforcement Technician and one (1) Crossing Guard.

6253 **Telephone**

Provides for cellular phone use for public safety matters.

CAPITAL:

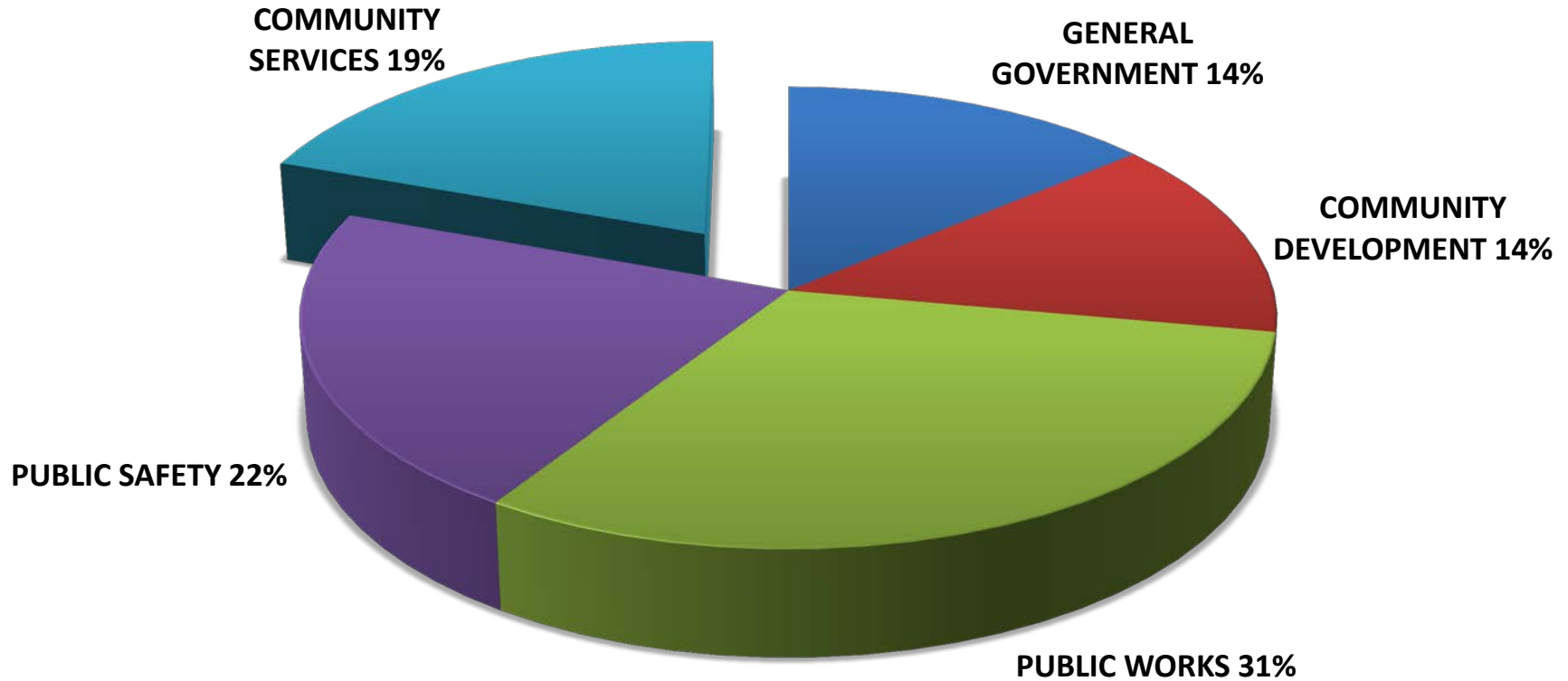
8401 **Furnishings & Equipment**

In 2013-14, provided for the purchase of emergency preparedness supplies and equipment for the Emergency Operations Center (EOC).



Community Services

COMMUNITY SERVICES FISCAL YEAR 2015-16



**Total Community Services Budget
\$3,337,360**

CITY OF WALNUT
COMMUNITY SERVICES
PROGRAM GOALS & PERFORMANCE MEASURES

The Community Services Program of the budget includes the following sub-programs: Family Festival, Recreation Administration, Park Maintenance, Equestrian Trail Maintenance, Special Events, Aquatics, Excursions, Sports & Gymnasium, Recreation Classes, Senior Center, Teen Center, Camps, and Park Grants.

In 2015-16, the Community Services Department will work to achieve the following goals:

1. Audit turf maintenance cultural practices to enhance open turf areas in the parks. *We will exceed expectations by delivering an excellent level of service.*
2. Implement trail surface maintenance schedule to extend the life of newly resurfaced trails City wide. *We will enhance civic pride by offering superior facilities.*
3. Enhance special events to attract new participants. *We will enhance civic pride by creating opportunities for Walnut families.*
4. Continue to develop new health and fitness classes for Seniors and Teens. *We will exceed expectations by preparing Walnut for the future.*
5. Expand teen volunteer opportunities in the Recreation Division. *We will exceed expectations by preparing Walnut for the future.*
6. Work with community arts organizations to collaborate on events and activities. *We will collaborate by encouraging open discussion.*
7. Complete site identification and design phase for future Aquatics facility. *We will exceed expectations by preparing Walnut for the future.*

In 2014-15, Community Services worked to achieve the following goals:

1. Develop new marketing strategies for contractual classes using social media. *We will collaborate by providing clear direction for people using our services.*

Performance Measure: Added Facebook, Twitter, and Instagram accounts and established email blast program through online recreation registration software.

2. Explore creative ways to enhance the Walnut Family Festival. *We will enhance civic pride by creating opportunities for Walnut families.*

Performance Measure: Added more youth focused entertainment and revamped layout to add new attraction to the event footprint.

3. Expand the variety of contractual class offerings at the Walnut Gymnasium and Senior Center. *We will enhance civic pride by creating opportunities for Walnut families.*

Performance Measure: In progress. New classes this year included Senior Zumba and innovative healthy lifestyle programs like “Fit Food Fundamentals” where teens learned to prepare healthy food culminating in a dinner they prepared for Seniors at a movie event.

4. Complete interactive trail map to promote our 33 miles of equestrian, pedestrian, bike trails. *We will collaborate by providing clear direction for people using our services.*

Performance Measure: Completed.

5. Upgrade Esplendor and Lemon Creek Trails to include the addition of stabilized decomposed granite to slope and eroding trails. *We will enhance civic pride by offering superior facilities.*

Performance Measure: Completed

6. Improve energy efficiency in the City by changing to LED lights in monument signs and City parking lot security lights. *We will exceed expectations by seeking new cost efficiencies.*

Performance Measure: Completed.

7. Complete the planting of 250 trees in City Parks from First District Supervisor Gloria Molina’s Competitive Tree Grant. *We will enhance civic pride by offering superior facilities.*

Performance Measure: Completed.

**Community Services
Measurable Outputs**

Output	FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
Contract classes offered	468	562	578	600	600
Camps offered	29	27	32	33	33
Sports Leagues offered	11	12	13	14	14
Aquatic program participants	5,088	5,457	5,480	5,550	5,550
Total number of adult registrants	8,097	14,158	15,547	16,000	16,500
Total number of youth registered	7,015	6,649	7,280	7,500	7,775
Acres of landscape maintained weekly/parks	80	80	80	80	80
Acres of turf mowed weekly	40	40	40	40	40
Irrigation upgrades performed	0	1	1	0	105

FY 2015-16 Community Services Goals and Relationship to the Mission Statement
<p>In FY 2015-16, the Community Services Department has identified four major goals:</p> <ol style="list-style-type: none"> 1. Work with community arts organizations to collaborate on events and activities. 2. Complete site identification and design phase for future Aquatics facility. 3. Find short term solution to retain Aquatics programs when/if School District facilities are temporarily unavailable. 4. Audit turf maintenance cultural practices in parks. <p><i>The Community Services Department will enhance civic pride by offering superior facilities and programs, creating opportunities for Walnut families and honoring the City's history.</i></p>

**CITY OF WALNUT
PROGRAM SUMMARY
COMMUNITY SERVICES**

	2013-14		2014-15		2015-16
	ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
PERSONNEL EXPENSE	1,483,581	1,620,700	1,623,700	1,537,397	1,568,490
OPERATIONS EXPENSE	1,791,969	1,724,210	1,753,250	1,794,456	1,768,870
TOTAL OPERATING EXPENSE	3,275,550	3,344,910	3,376,950	3,331,852	3,337,360
CAPITAL	27,353	0	4,248	0	0
PROGRAM TOTAL	3,302,903	3,344,910	3,381,198	3,331,852	3,337,360
TOTAL FULL-TIME EMPLOYEES	10.50	10.30	10.30	10.30	10.30
SUB-PROGRAMS:				PAGE	
FAMILY FESTIVAL	01-4801			248	
BUS STOP ENHANCEMENT	01-5314			250	
TREE PLANTING GRANT	01-6209			252	
RECREATION ADMINISTRATION	01-9001			254	
FIREWORKS SHOW	01-9005			258	
PARK MAINTENANCE	01-9100			260	
EQUESTRIAN TRAIL MAINTENANCE	01-9101			266	
SPECIAL EVENTS	01-9690			270	
AQUATICS	01-9691			274	
EXCURSIONS	01-9692			278	
SPORTS & GYMNASIUM	01-9693			280	
RECREATION CLASSES	01-9694			284	
SENIOR CENTER	01-9696			286	
TEEN CENTER	01-9697			290	
CAMP CRAWDAD	01-9699			294	
PARK GRANTS	27-9696			296	

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: FAMILY FESTIVAL

APPROPRIATION DETAIL					
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16
		ACTUAL	BUDGET	REVISED BUDGET ESTIMATE	APPROVED BUDGET
PERSONNEL					
01-4801-5103	SEASONAL/LIMITED PART-TIME EMPLOYEES	2,446	3,350	3,350	4,850
01-4801-5104	OVERTIME	3,158	6,400	6,400	5,400
01-4801-5107	WORKERS' COMPENSATION	242	610	610	620
01-4801-5108	PERS	14	0	0	0
01-4801-5110	MEDICARE	56	140	140	150
	TOTAL PERSONNEL	5,916	10,500	10,500	11,020
OPERATIONS					
01-4801-6210	PRINTING	2,632	2,500	0	650
01-4801-6227	CONTRACTUAL SERVICES	31,918	31,400	32,400	33,270
01-4801-6281	FESTIVAL SUPPLIES	6,051	6,060	7,560	7,560
	TOTAL OPERATIONS	40,601	39,960	39,960	41,480
CAPITAL					
	TOTAL CAPITAL	0	0	0	0
	SUB-PROGRAM TOTAL	46,517	50,460	50,460	52,500
FUNDING SOURCE: FAMILY FESTIVAL (\$35,000)					

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
FAMILY FESTIVAL (4801)

The Family Festival provides for the planning and execution of the City's largest community event. The Family Festival is held annually and is planned by community volunteers. Primary functions include planning of the booth area, parade, and entertainment.

PERSONNEL:

5103 **Seasonal/Part-Time Employees**

Provides for Recreation Leaders to assist with traffic control, set up and take down, and support for the events.

5104 **Overtime**

Provides for payment of overtime to maintenance personnel for staffing in conjunction with the annual Walnut Family Festival.

5105 - 5110 See Appendix

OPERATIONS:

6210 **Printing**

Provides for the printing of stationary and promotional materials.

6227 **Contractual Services**

Provides for security services of a private company and the sheriff's department, custodial service, rental of sound system, generators, canopies, tables and chairs, and other equipment as necessary. Provides for the compensation for entertainment. Provides for expenses relative to advertising.

6281 **Festival Supplies**

Provides for supplies for the decorations, ice, committee awards, and other miscellaneous supplies.

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: BUS STOP ENHANCEMENT

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16	
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	PERSONNEL					
	TOTAL PERSONNEL	0	0	0	0	0
	OPERATIONS					
01-5314-6227	CONTRACTUAL SERVICES	29,880	0	0	0	0
	TOTAL OPERATIONS	29,880	0	0	0	0
	CAPITAL					
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	29,880	0	0	0	0
FUNDING SOURCE:						

**CITY OF WALNUT
ANNUAL BUDGET DETAIL**

2015-16

BUS STOP ENHANCEMENT PROGRAM (5314)

The Bust Stop Enhancement Program (BSEP) Grant provides for the improvement of Foothill Transit bus stops located in the City to increase public safety, improve aesthetic appearance, and attract ridership. The grant was a one-time grant during Fiscal Year 2013-14.

OPERATIONS:

6227 Contractual Services

Provides for installing new bus shelter at Amar Rd. and Nogales (Southeast Corner), which will include two benches, two dual trash/recycling containers, and solar panels and lights. In addition, adding new solar lighting pole and a dual trash/recycling container at Grand Ave and La Puente Rd. (Northeast corner).

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: TREE PLANTING GRANT

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	PERSONNEL					
	TOTAL PERSONNEL	0	0	0	0	0
	OPERATIONS					
01-6209-6227	CONTRACTUAL SERVICES	91,900	0	0	0	0
	TOTAL OPERATIONS	91,900	0	0	0	0
	CAPITAL					
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	91,900	0	0	0	0
FUNDING SOURCE:						

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
TREE PLANTING GRANT (6209)

Funding for the projects listed below is provided by grants through the Los Angeles County Safe Neighborhood Parks Act of 1996. The tree planting grant was a one-time grant during Fiscal Year 2013-14.

OPERATIONS:

6227 **Contractual Services**
Provides for the Walnut Youth Conservation Corp Tree Planting Program Project

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: RECREATION ADMINISTR'N

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
PERSONNEL						
01-9001-5101	REGULAR SALARIES	149,647	148,210	148,210	148,629	151,130
01-9001-5102	REGULAR PART-TIME EMPLOYEES	19,367	22,710	22,710	21,127	23,160
01-9001-5103	SEASONAL/LIMITED PART-TIME EMPLOYEES	6,032	5,070	5,070	5,057	5,360
01-9001-5104	OVERTIME	416	400	400	140	400
01-9001-5105	HEALTH & LIFE INSURANCE	26,525	25,790	25,790	25,231	26,370
01-9001-5107	WORKERS' COMPENSATION	3,223	3,200	3,200	4,063	3,780
01-9001-5108	PERS	32,152	35,560	35,560	34,018	27,220
01-9001-5110	MEDICARE	2,636	2,760	2,760	2,601	2,900
01-9001-5111	SICK LEAVE/VACATION BUYBACK	1,538	6,480	6,480	2,224	9,200
	TOTAL PERSONNEL	241,536	250,180	250,180	243,090	249,520
OPERATIONS						
01-9001-6201	CONFERENCE & MEETING	3,801	3,670	716	3,670	3,670
01-9001-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	808	580	795	795	800
01-9001-6207	POSTAGE	7,220	8,400	8,400	8,400	8,400
01-9001-6208	VEHICLE OPERATIONS	2,053	2,950	2,950	2,950	2,950
01-9001-6210	PRINTING	14,880	13,500	13,500	13,500	13,500
01-9001-6214	MILEAGE REIMBURSEMENT	72	420	240	420	450
01-9001-6215	VEHICLE/CELL ALLOWANCE	2,100	1,920	2,100	2,119	2,740
01-9001-6236	PHYSICALS/BACKGROUNDS	192	1,000	1,000	1,000	1,000
01-9001-6239	UNIFORMS	849	1,530	1,052	1,315	1,320
01-9001-6247	EQUIPMENT MAINTENANCE	0	0	4,480	4,480	1,500
01-9001-6250	WATER	1,148	1,500	1,500	1,500	1,600
01-9001-6251	ELECTRICITY	4,642	4,950	4,950	4,950	5,000
01-9001-6253	TELEPHONE	4,743	5,990	5,990	5,990	5,990
01-9001-6254	COMMUNICATIONS	1,807	2,000	2,000	2,000	2,000
01-9001-6256	EQUIPMENT USAGE	2,050	1,900	1,900	1,900	1,820
01-9001-6265	COMPUTER USAGE	10,300	9,320	9,320	9,320	9,200
01-9001-6278	BANK CHARGES	24,165	20,500	20,500	20,500	20,500
	TOTAL OPERATIONS	80,829	80,130	81,393	84,809	82,440
CAPITAL						
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	322,365	330,310	331,573	327,899	331,960
FUNDING SOURCE: GENERAL						
	F/T EMPLOYEES	1.70	1.50	1.50	1.50	1.50

CITY OF WALNUT
ANNUAL BUDGET DETAIL

2015-16

RECREATION ADMINISTRATION (9001)

The Recreation Department provides for the management and supervision of all recreation programs that are scheduled for the residents of the City. These programs include Aquatics, Excursions, Sports Leagues and Classes, Recreation Classes, Special Events, Camps, Senior Center, Gymnasium, and Teen Center.

PERSONNEL:

5101 **Regular Salaries**

Director of Community Services - 30%

Responsible for the appearance and condition of parks, streets, LOSMD, and contract areas in the City. Also responsible for setting goals and the preparation of budgets for maintenance and recreation divisions, and overseeing the management and supervision of employees. (30% in 01-6100, 10% in 01-6206, 30% in 01-9100)

Deputy Community Services Director - 80%

Under the direction of the Director of Community Services, responsible for the Environmental Services and Recreation Division, including leisure classes, sports leagues and classes, Teen Center, Senior Center, gymnasium activities, Aquatics, Excursions, Sport Leagues, Classes and special events. Also responsible for monthly activity reports to the Parks & Recreation Commission, the Senior Citizens Commission, and the Youth Advisory Commission. Supervises the Recreation Supervisors, Recreation Coordinators, Office Clerks, part-time personnel. Participates in the development of the budget for the department, monitors program budgets, and develops procedures for efficient department operations (20% in 01-5600).

Executive Assistant - 40%

Responsible for secretarial support for Parks, Streets, Recreation, and LOSMD operations; prepares Parks & Recreation, Youth Advisory Commission, and Senior Citizens Commission agendas, handles correspondence, and provides general office support for the department. (20% in 01-6206, 20% in 01-9100, 20% in 01-6100)

5102 **Regular Part-Time Employees**

Provides for 70% of an ***Office Clerk***. (30% in 01-9100)

5103 **Seasonal/Limited Part-Time Employees**

Provides for recreation leader staff coverage of MDRS facility during leisure classes, Office Clerk's absence, and when regular staff is attending citywide training, staff meetings, etc.

5104 - 5111 See Appendix

OPERATIONS:

6201 **Conference & Meeting**

Provides for attendance to various professional conferences, workshops and training sessions, including California Parks & Recreation (CPRS) Conferences, District meetings and trainings, SCMAF meetings and trainings, and attendance at the Aquatics Management School.

6203 **Membership, Dues, Subscriptions, Books, Fees**

Provides for memberships to professional organizations, including 50% of: 1) the City's annual agency membership in the California's Parks & Recreation Society (CPRS), 2) individual CPRS memberships for the Superintendent and Parks and Recreation Commissioners, 3) membership for the Director in NRPA, and 4) membership to CAPRCBM for Parks and Recreation Commissioners. (50% in 01-9100).

6207 **Postage**

Provides mailing of the recreation brochure.

6208 **Vehicle Operations**

Provides for 50% of costs associated with vehicle operations such as gas, oil, tires, batteries, parts, and repairs for the Director of Community Service's vehicle. (#1210151 50% in 01-9100 and 2001 Dodge Van #1109879)

6210 **Printing**

Provides for the total printing of the recreation brochure four times per year and printing of registration forms, and cash receipts.

6214 **Mileage Reimbursement**

Provides for mileage reimbursement for the Recreation Staff.

6215 **Vehicle Allowance/Cell**

Provides for vehicle allowance for the Deputy Community Services Director and provides for cell phone stipend for the Director of Community Services, distributed the same as payroll.

6236 **Physicals/Backgrounds**

For fingerprinting of the new Recreation Leaders and aquatics personnel.

6239 **Uniforms**

Provides for the purchase of staff T-shirts and sweatshirts.

- 6247 **Equipment Maintenance**
Provides for maintenance and repair for the Showmobile and Special Events Trailer.
- 6250 **Water**
Provides for 30% of the water usage costs for the MDRS facility. (70% in 01-9100)
- 6251 **Electricity**
Provides for 30% of the electrical usage costs for the MDRS facility. (70% in 01-9100)
Previously provided for costs of WHS tennis court light usage.
- 6253 **Telephone**
Provides for 50% of the telephone service cost for the MDRS facility. (50% in 01-9100)
Provides for 50% of the call box at Norm Ashley Park (50% in 01-9100)
- 6254 **Communications**
Provides for 4% of two-way radio/telephone service for citywide system.
- 6256 - 6265 See Appendix
- 6278 **Bank Charges**
Provides for bank fees incurred from use of credit card transactions for Recreation programs.

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: FIREWORKS SHOW

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16	
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE APPROVED BUDGET	
PERSONNEL						
01-9005-5103	SEASONAL/LIMITED PART-TIME EMPLOYEES	2,945	1,970	1,970	1,964	1,980
01-9005-5104	OVERTIME	1,013	1,800	1,800	1,024	1,800
01-9005-5107	WORKERS COMPENSATION	137	210	210	109	220
01-9005-5110	MEDICARE	49	60	60	43	60
	TOTAL PERSONNEL	4,144	4,040	4,040	3,140	4,060
OPERATIONS						
01-9005-6227	CONTRACTUAL SERVICES	34,268	47,060	59,845	59,845	47,060
01-9005-6277	RECREATION SUPPLIES	651	1,730	1,730	1,730	1,730
	TOTAL OPERATIONS	34,919	48,790	61,575	61,575	48,790
CAPITAL						
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	39,063	52,830	65,615	64,715	52,850
FUNDING SOURCE: GENERAL						

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
FIREWORKS SHOW (9005)

Provides for funding for an annual fireworks display held on Independence Day. The event includes fireworks, live on-stage entertainment, games and contests, and other attractions for families.

PERSONNEL:

- 5103 **Seasonal/Limited Part-Time Employees**
Provides for recreation leaders to assist with operation of the event.
- 5104 **Overtime**
Provides funds for maintenance staff to assist with event.
- 5107 – 5110 See Appendix

OPERATIONS:

- 6227 **Contractual Services**
Provides for fireworks display, law enforcement services, school district personnel, equipment rental, sound system, and entertainment.
- 6277 **Recreation Supplies**
Provides for the purchase of decorations, refreshments and other miscellaneous supplies.

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: PARKS MAINTENANCE

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
PERSONNEL						
01-9100-5101	REGULAR SALARIES	270,266	285,200	285,200	287,211	277,020
01-9100-5102	REGULAR PART-TIME EMPLOYEES	8,300	9,730	9,730	9,054	9,930
01-9100-5104	OVERTIME	6,065	6,000	6,000	210	6,000
01-9100-5105	HEALTH & LIFE INSURANCE	58,053	58,340	58,340	57,759	58,590
01-9100-5107	WORKERS' COMPENSATION	19,504	17,380	17,380	15,365	17,240
01-9100-5108	PERS	54,964	61,420	61,420	58,006	41,660
01-9100-5110	MEDICARE	3,426	4,610	4,610	3,450	4,690
01-9100-5111	SICK LEAVE/VACATION BUYBACK	3,125	8,720	8,720	3,732	8,040
	TOTAL PERSONNEL	423,703	451,400	451,400	434,787	423,170
OPERATIONS						
01-9100-6201	CONFERENCE & MEETING	3,197	4,000	4,000	4,000	4,000
01-9100-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	623	1,000	1,000	1,000	1,700
01-9100-6208	VEHICLE OPERATIONS	18,866	25,000	25,000	25,000	25,000
01-9100-6213	BUILDING MAINTENANCE/SUPPLIES	14,982	16,000	16,000	16,000	16,000
01-9100-6215	VEHICLE/CELL ALLOWANCE	0	0	480	545	800
01-9100-6221	MACHINERY EQUIPMENT RENTAL	1,032	2,000	2,000	2,000	2,000
01-9100-6227	CONTRACTUAL SERVICES	366,929	390,000	400,520	388,520	388,520
01-9100-6237	VANDALISM	948	1,500	1,500	1,500	1,500
01-9100-6238	SMALL TOOLS	1,868	2,000	2,000	2,000	2,000
01-9100-6239	UNIFORMS	6,256	5,300	6,780	5,300	5,300
01-9100-6240	RODENT CONTROL	7,944	8,000	8,000	8,000	8,000
01-9100-6243	TREE MAINTENANCE	15,741	16,000	16,000	16,000	17,600
01-9100-6247	EQUIPMENT MAINTENANCE	6,538	5,000	5,000	5,000	8,000
01-9100-6248	GROUNDS MAINTENANCE	45,250	50,000	37,300	50,000	47,000
01-9100-6250	WATER	189,993	165,000	165,000	200,000	200,000
01-9100-6251	ELECTRICITY	46,385	45,000	45,000	47,000	47,000
01-9100-6252	GAS	644	600	600	600	600
01-9100-6253	TELEPHONE	14,338	16,000	16,000	16,000	16,000
01-9100-6254	COMMUNICATIONS	6,875	6,500	5,900	5,900	5,900
01-9100-6256	EQUIPMENT USAGE	5,882	5,220	5,220	5,220	4,980
01-9100-6265	COMPUTER USAGE	23,036	25,470	25,470	25,470	25,170
01-9100-6290	SPECIAL MAINTENANCE PROJECTS	52,050	60,000	60,000	60,000	60,000
	TOTAL OPERATIONS	829,377	849,590	848,770	885,055	887,070
CAPITAL						
01-9100-8401	FURNISHINGS & EQUIPMENT	27,353	0	0	0	0
	TOTAL CAPITAL	27,353	0	0	0	0
	SUB-PROGRAM TOTAL	1,280,433	1,300,990	1,300,170	1,319,842	1,310,240
FUNDING SOURCE: GENERAL	F/T EMPLOYEES	4.10	4.10	4.10	4.10	4.10

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
PARKS MAINTENANCE (9100)

The Parks Maintenance Division provides for the maintenance of all City parks, which are comprised of 11 parks for a combined total of 104 acres.

PERSONNEL:

5101 **Regular Salaries**

Director of Community Services - 30%

Responsible for the appearance and condition of parks, streets, LOSMD, and contract areas in the City. Also responsible for setting goals and the preparation of budgets for maintenance and recreation divisions, and overseeing the management and supervision of employees. (30% in 01-6100, 10% in 01-6206, 30% in 01-9001)

Community Services Superintendent - 50%

Under direction of the Director of Community Services, Responsible for the appearance and condition of parks, streets, LOSMD, and contract areas in the City. Also responsible for purchasing and landscape inspections as required, preparation of budgets for this division and overseeing the supervision and training of employees. (25% 01-6206, 25% in 01-6100)

Maintenance Supervisor - 40%

Under the direction of the Community Services Superintendent, responsible to monitor a variety of park maintenance contracts and to ensure that all landscaped areas are maintained to City standards. Responsible for maintaining all parks and facilities, supervising and training the Parks Maintenance Division employees, and scheduling work assignments. (20% in 01-9101, and 40% in 01-9200)

Executive Assistant - 20%

Responsible for secretarial support for Parks, Streets, Recreation, Senior Commission, and LOSMD operations; prepares Parks & Recreation and Youth Advisory Commission agendas, handles correspondence, and provides general office support for the department. (20% in 01-6206, 40% in 01-9001, 20% in 01-6100)

Foreman 90%

Under the direction of the Supervisor, responsible for the maintenance in city parks and responsible for the supervision of two (2) Maintenance Worker I. (10% in 01-9200)

Maintenance Worker I -90%

Provides for two (2) Maintenance Workers. Under the direction of the Foreman, responsible for *general grounds and facility maintenance and special events support in the parks.* (10% in 01-9200)

5102 **Regular Part-Time Employees**

Provides for 30% of an **Office Clerk.** (70% in 01-9001)

5104 - 5111 See Appendix

OPERATIONS:

6201 **Conference & Meeting**

Provides for attendance to various professional conferences, workshops and training sessions such as California Parks & Recreation Society (CPRS) conference (50% in 9001), Sports Turf Managers Association (STMA) conference and meetings, arborist and pesticide application meetings throughout the year.

6203 **Membership, Dues, Subscriptions, Books, Fees**

Provides 50% of the City's annual agency and individual memberships in the California Parks & Recreation, membership of the Director of Community Services in the National Recreation & Parks Association, CAPRCBM membership for Parks and Recreation Commissioners (50% in 01-9001). Also provides for other membership and fees for Parks Maintenance staff.

6208 **Vehicle Operations**

Provides for costs associated with vehicle operations such as gas and natural gas, oil, tires, batteries, parts, and repairs for the following vehicles:

2000 GMC 3500	1070930	100%
2003 Ford F250	1169679	90% (10% in 01-9200)
2003 Chevy S10	1156294	90% (10% in 01-9200)
2003 Ford F150 CNG	1173162	90% (10% in 01-9200)
2005 Honda Accord	1210151	50% (50% in 01-9001)
2006 Ford F250	1257207	50% (25% in 01-6100, 25% in 01-6206)
2014 Ford F250 CNG	1397738	40% (40% in 01-9200, 20% in 01-9101)
2002 GEM Car	1162313	100%
2002 GEM Car	1162321	100%

6213 **Building Maintenance/Supplies**

Provides for park *janitorial and other* supplies at the buildings and snack bars.

- 6215 **Vehicle Allowance/Cell**
Provides for cell phone allowance for the Community Services Superintendent and Director of Community Services, distributed the same as payroll.
- 6221 **Machinery Equipment Rental**
Provides for the rental of equipment needed to perform maintenance and repair operations.
- 6227 **Contractual Services**
Provides for contracted plumbing, restroom cleaning, turf and general park maintenance, and electrical work as required in City parks. Also provides for ball field light maintenance and security lighting maintenance.
- 6237 **Vandalism**
Provides for the purchase of materials for vandalism repairs to grounds and facilities.
- 6238 **Small Tools**
Provides for the purchase of hand and small power tools as needed to perform maintenance and repair operations.
- 6239 **Uniforms**
Provides for the uniform rental service, work boot reimbursement, and purchases for City Maintenance Workers.
- 6240 **Rodent Control**
Provides for the rodent and pest control programs in the parks.
- 6243 **Tree Maintenance**
Provides for services to trim, remove and plant city park trees, and emergency call-outs.
- 6247 **Equipment Maintenance**
Provides for playground equipment repairs, parts and maintenance costs of parks maintenance equipment.
- 6248 **Grounds Maintenance**
Provides for irrigation system parts and repair, landscape products and supplies for the parks.
- 6250 **Water**
Provides for water usage costs of irrigation in the parks and 70% of the water usage costs for the MDRS Facility. (30% in 01-9001)

- 6251 **Electricity**
Provides for the electrical usage costs to operate valves, clocks, controllers, ball-field lights, parking lot lights, security lights, and the *Walnut Ranch Park* tennis court lights. Also provides for 70% of the electrical usage costs for the MDRS Facility (30% in 01-9001). Revenue from youth sports organizations helps offset these costs.
- 6252 **Gas**
Provides for gas usage for the MDRS facility.
- 6253 **Telephone**
Provides for 50% of the telephone service cost for the MDRS facility (50% in 01-9001). Also provides for one phone line modem with five lines for the computerized irrigation system. Provides for 50% of the call box at Norm Ashley Park (50% from 01-9001). Provides for service of call boxes at Suzanne Park, Lemon Creek Park and Butterfield Park. NOTE: FY 2014-15 Capital Irrigation Project for Calsense irrigation system provided five-year data plan for three of four locations. (Expiration in FY 2019-20, current rate \$5213 per location). Fourth location on separate plan.
- 6254 **Communications**
Provides for 41% of two-way radios/telephone service for citywide system and antennas at Carbon Ridge and Parker Canyon. The City currently has 29 units with telephone service.
- 6256 - 6265 See Appendix
- 6290 **Special Maintenance Projects**
Provides for special projects in the parks, such as grading/renovating sports fields, upgrading irrigation systems, upgrades to LED lighting at restrooms facilities and parking lots, and installation of automated sports field lights.



**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: EQUESTRIAN TRAIL MAINT.

APPROPRIATION DETAIL					
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE APPROVED BUDGET
PERSONNEL					
01-9101-5101	REGULAR SALARIES	41,555	42,620	42,620	46,560
01-9101-5105	HEALTH & LIFE INSURANCE	8,353	9,450	9,450	9,450
01-9101-5107	WORKERS' COMPENSATION	3,661	3,340	3,340	3,650
01-9101-5108	PERS	8,074	7,420	7,420	7,280
01-9101-5110	MEDICARE	210	370	370	450
01-9101-5111	SICK LEAVE/VACATION BUY BACK	0	510	510	2,220
	TOTAL PERSONNEL	61,853	63,710	63,710	69,610
OPERATIONS					
01-9101-6208	VEHICLE OPERATIONS	2,729	4,000	4,000	4,000
01-9101-6215	VEHICLE/CELL ALLOWANCE	0	0	0	160
01-9101-6227	CONTRACTUAL SERVICES	22,389	30,000	30,000	26,000
01-9101-6248	GROUNDS MAINTENANCE	16,143	9,500	9,500	5,000
01-9101-6256	EQUIPMENT USAGE	840	890	890	850
01-9101-6265	COMPUTER USAGE	4,240	4,350	4,350	4,290
	TOTAL OPERATIONS	46,342	48,740	48,740	40,300
CAPITAL					
	TOTAL CAPITAL	0	0	0	0
	SUB-PROGRAM TOTAL	108,194	112,450	112,450	109,910
FUNDING SOURCE: GENERAL		F/T EMPLOYEES	0.70	0.70	0.70
			0.70	0.70	0.70

**CITY OF WALNUT
ANNUAL BUDGET DETAIL**

2015-16

EQUESTRIAN TRAIL MAINTENANCE (9101)

The Community Services Department provides for the maintenance of all the equestrian/hiking trails that are located within the City, which comprise over 33 miles of trails.

PERSONNEL:

5101 **Regular Salaries**

Maintenance Supervisor- 20%

Under the direction of the Community Services Superintendent, responsible for the maintenance of equestrian trails through contractual services and in-house staff. Also responsible for supervising the repair or replacement of equestrian trail fencing, weed abatement, tree clearance, and surface material on trails. (40% in 01-9100 and 40% in 01-9200)

Foreman - 25%

Under the direction of the Supervisor, responsible for the maintenance of equestrian trails and responsible for the supervision of a Maintenance Worker I. (75% in 01-6206)

Maintenance Worker II – 25%

Under the direction of the Foreman, responsible for the maintenance of equestrian trails. (75% in 01-6206)

5105 - 5111 See Appendix

OPERATIONS:

6208 **Vehicle Operations**

Provides for costs associated with vehicle operations such as gas, oil, tires, batteries, parts, and repairs for the following vehicles:

2003 Ford F150 CNG	1173163	25% (75% in 01-6206)
2007 Ford F250	1253574	25% (75% in 01-6206)
2014 Ford F250 CNG	1397738	20% (40% in 01-9200, 40% in 01-9100)

6215 **Vehicle Allowance/Cell**

Provides for cell phone allowance for the Maintenance Supervisor, distributed the same as payroll.

6227 **Contractual Services**

Provides for a contracted quarterly maintenance program that performs weed abatement, tree trimming for trail clearance, and monitors post and rail condition. Recently added 2.5 miles of trail in the 3-Oaks Development.

6248 **Grounds Maintenance**

Provides for the cost of materials necessary to repair or replace equestrian/hiking trail fence posts and rails. Also, provides for the purchase of decomposed granite material.

6256 - 6265 See Appendix



**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: SPECIAL EVENTS

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16	
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE APPROVED BUDGET	
PERSONNEL						
01-9690-5101	REGULAR SALARIES	16,302	17,370	17,370	17,107	
01-9690-5103	SEASONAL/LIMITED PART-TIME EMPLOYEES	18,538	19,080	19,080	22,868	
01-9690-5104	OVERTIME	0	0	3,000	2,670	
01-9690-5105	HEALTH & LIFE INSURANCE	4,743	4,730	4,730	4,770	
01-9690-5107	WORKERS' COMPENSATION	1,437	1,200	1,200	2,020	
01-9690-5108	PERS	3,244	3,620	3,620	3,439	
01-9690-5110	MEDICARE	505	540	540	876	
01-9690-5111	SICK LEAVE/VACATION BUYBACK	0	860	860	736	
	TOTAL PERSONNEL	44,770	47,400	50,400	54,486	
OPERATIONS						
01-9690-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	51	60	60	60	
01-9690-6214	MILEAGE REIMBURSEMENT	140	100	100	100	
01-9690-6221	MACHINERY EQUIPMENT RENTAL	1,338	4,530	3,030	3,530	
01-9690-6227	CONTRACTUAL SERVICES	28,109	37,500	46,419	45,919	
01-9690-6256	EQUIPMENT USAGE	420	440	440	440	
01-9690-6265	COMPUTER USAGE	2,120	2,180	2,180	2,180	
01-9690-6277	RECREATION SUPPLIES	11,856	10,550	8,550	8,550	
	TOTAL OPERATIONS	44,033	55,360	60,779	60,779	
CAPITAL						
	TOTAL CAPITAL	0	0	0	0	
	SUB-PROGRAM TOTAL	88,803	102,760	111,179	115,265	
FUNDING SOURCE:		F/T EMPLOYEES	0.35	0.35	0.35	0.35
SPECIAL EVENTS (\$16,000)						

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
SPECIAL EVENTS (9690)

The Special Events program includes the organization and promotion of annual events that are conducted by the Community Services Department, such as Summer Band Concerts, Halloween Carnival, Dinner with Santa, Santa Visits, Snow Day, Kids' Night Out, Community Dance, Holiday Craft Fair & Boutique, Family Science Night, and Civic celebrations.

PERSONNEL:

5101 **Regular Salaries**

Recreation Coordinator - 35%

Develop and supervise recreation programs, sports leagues, social services, special events, and excursions under the direction of the Recreation Supervisor. (35% in 01-9692, 30% in 01-9694)

5103 **Seasonal/Limited Part-Time Employees**

Provides for the staffing at the special events.

5105 - 5110 See Appendix

OPERATIONS:

6203 **Memberships, Dues, Subscriptions, Books, Fees**

Provides for 35% of the CPRS membership for the Recreation Coordinator and for Cal Fest Membership. (30% in 01-9694, 35% in 01-9692)

6214 **Mileage**

Provides for mileage reimbursement for recreation staff to deliver promotional materials to offsite locations, pickup supplies, and move supplies to event sites.

6221 **Machinery Equipment Rental**

Provides for the rental of equipment needed to conduct Special Events.

6227 **Contractual Services**

Provides for payment to independent contractors for bands, Santa services, sound reinforcement for events, snow, holiday entertainment, and equipment rental. Also provides for paid advertising.

6256 - 6265 See Appendix

6277 **Recreation Supplies**

Provides for the purchase of supplies for all special events.



**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: AQUATICS

APPROPRIATION DETAIL					
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE APPROVED BUDGET
PERSONNEL					
01-9691-5103	SEASONAL/LIMITED PART-TIME EMPLOYEES	88,270	98,560	98,560	49,700
01-9691-5104	OVERTIME	0	0	0	0
01-9691-5107	WORKERS' COMPENSATION	3,228	3,250	3,250	1,990
01-9691-5110	MEDICARE	1,280	1,430	1,430	720
	TOTAL PERSONNEL	92,778	103,240	103,240	52,410
OPERATIONS					
01-9691-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	960	900	998	1,000
01-9691-6213	BUILDING MAINTENANCE/SUPPLIES	13	250	250	250
01-9691-6214	MILEAGE REIMBURSEMENT	74	400	400	420
01-9691-6222	FACILITY RENTAL	3,024	3,000	3,000	3,000
01-9691-6227	CONTRACTUAL SERVICES	1,100	1,230	1,132	1,130
01-9691-6239	UNIFORMS	3,593	2,900	2,900	2,900
01-9691-6254	COMMUNICATIONS	114	500	500	500
01-9691-6271	SERVICE/RECOGNITION/AWARDS	471	1,350	1,350	0
01-9691-6277	RECREATION SUPPLIES	2,825	2,900	2,900	2,900
	TOTAL OPERATIONS	12,175	13,430	13,430	12,100
CAPITAL					
	TOTAL CAPITAL	0	0	0	0
	SUB-PROGRAM TOTAL	104,953	116,670	116,670	64,510
FUNDING SOURCE: AQUATICS REVENUE (\$66,820)					

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
AQUATICS (9691)

The Aquatics program consists of day and evening swimming lessons, day and evening recreation swimming, and special aquatic events. Beginning in 2003, it includes a year-round youth swim team. All programs held at the Walnut High School pool.

PERSONNEL:

5103 **Seasonal/Limited Part-Time Employees**

Provides for one Swimming Pool Manager, one Assistant Pool Manager, Swim Aides, and various Lifeguards and Instructors. The Aquatics Staff is responsible for operating the recreation swim program at the Walnut High School (WHS) pool.

5107 - 5110 See Appendix

OPERATIONS:

6203 **Memberships, Dues, Subscriptions, Books, Fees**

Provides for annual membership in the USA Swimming for swim team coaches. Provides for swim team registration in the Southern California Municipal Athletic Federation (SCMAF).

6213 **Building Maintenance/Supplies**

Provides for cleaning supplies for the Aquatics office at the WHS pool and Sparkletts water service at the pool site.

6214 **Mileage Reimbursement**

Provides for mileage reimbursements for the aquatics staff.

6222 **Facility Rental**

Provides for use of the pool for the swim team during the school year.

6227 **Contractual Services**

Provides for compensation for officiating service at swim meets, contractual instructors, and in-service trainer.

6239 **Uniforms**

Provides for the purchase of hats, whistles, swimsuits, and T-shirts for the aquatics staff involved in the Aquatics Program.

6254 **Communications**

Provides for internet service for on-site registration.

6271 **Service/Recognition/Awards**

Provides for trophies, ribbons and gift certificates for youth swim team.

6277 **Recreation Supplies**

Provides for the purchase of aquatic supplies for the operation of the Aquatic Program at the WHS pool. Includes items such as rescue tubes, life lines, first aid supplies, office supplies, banquet supplies, swim team T-shirts, sunscreen, and snack bar items.



**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: EXCURSIONS

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
PERSONNEL						
01-9692-5101	REGULAR SALARIES	16,302	17,370	17,370	17,107	17,710
01-9692-5105	HEALTH & LIFE INSURANCE	4,743	4,730	4,730	4,770	4,730
01-9692-5107	WORKERS' COMPENSATION	828	570	570	543	710
01-9692-5108	PERS	3,224	3,620	3,620	3,439	2,780
01-9692-5110	MEDICARE	236	270	270	249	270
01-9692-5111	SICK LEAVE/VACATION BUYBACK	0	860	860	736	720
	TOTAL PERSONNEL	25,334	27,420	27,420	26,844	26,920
OPERATIONS						
01-9692-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	51	50	50	50	50
01-9692-6227	CONTRACTUAL SERVICES	3,593	7,000	7,200	7,000	7,000
01-9692-6256	EQUIPMENT USAGE	420	440	440	440	430
01-9692-6265	COMPUTER USAGE	2,120	2,180	2,180	2,180	2,150
01-9692-6276	TICKETS, HOTELS, DEPOSITS, RESERVATIONS	37,584	39,990	39,990	39,990	39,990
01-9692-6277	RECREATION SUPPLIES	0	180	180	180	180
	TOTAL OPERATIONS	43,768	49,840	50,040	49,840	49,800
CAPITAL						
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	69,102	77,260	77,460	76,684	76,720
FUNDING SOURCE:		F/T EMPLOYEES	0.35	0.35	0.35	0.35
EXCURSIONS (\$58,800)						

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
EXCURSIONS (9692)

The Excursions program consists of a variety of excursions to local destinations such as amusement parks, theaters, museums, points of interest, and extended trips of various lengths to destinations requiring overnight accommodations.

PERSONNEL:

5101 **Regular Salaries**

Recreation Coordinator - 35%

Develop and supervise recreation programs, sports leagues, social services, special events, and excursions under the direction of the Recreation Supervisor. (35% in 01-9690, 30% in 01-9694)

5105 – 5110 See Appendix

OPERATIONS:

6203 **Membership, Dues, Subscriptions, Books, Fees**

Provides for 35% of CPRS membership for the Recreation Coordinator. (35% in 01-9690, 30% in 01-9694)

6227 **Contractual Services**

Provides for the cost of transportation beyond Prop A boundaries and for payments to travel agencies for special trips. Also provides for fees associated with step-on tour guides.

6276 **Tickets, Hotels, Deposits, Reservations**

Provides for payment of admission tickets, hotel reservations, restaurants for excursions, and for deposits for future excursions.

6277 **Recreation Supplies**

Provides for various supplies used on excursions.

6256-6265 See Appendix

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: SPORTS & GYMNASIUM

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15		2015-16
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
PERSONNEL						
01-9693-5101	REGULAR SALARIES	54,860	61,380	61,380	60,950	65,670
01-9693-5102	REGULAR PART-TIME EMPLOYEES	25,388	32,440	32,440	30,571	33,090
01-9693-5103	SEASONAL/LIMITED PART-TIME EMPLOYEES	132,140	152,270	152,270	141,903	159,190
01-9693-5105	HEALTH & LIFE INSURANCE	13,548	13,500	13,500	13,434	20,700
01-9693-5107	WORKERS' COMPENSATION	7,402	7,040	7,040	7,562	8,850
01-9693-5108	PERS	13,021	14,900	14,900	14,147	12,420
01-9693-5110	MEDICARE	3,152	3,690	3,690	3,880	3,840
01-9693-5111	SICK LEAVE/VACATION BUYBACK	0	3,330	3,330	2,470	1,420
	TOTAL PERSONNEL	249,511	288,550	288,550	274,917	305,180
OPERATIONS						
01-9693-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	215	290	290	290	290
01-9693-6214	MILEAGE REIMBURSEMENT	0	350	350	350	370
01-9693-6215	VEHICLE/CELL ALLOWANCE	2,412	2,400	2,400	2,412	3,200
01-9693-6227	CONTRACTUAL SERVICES	97,629	95,000	95,000	95,000	103,000
01-9693-6235	REFEREE SERVICES	26,250	31,500	31,500	31,500	31,500
01-9693-6250	WATER	2,750	2,680	2,680	2,680	2,800
01-9693-6251	ELECTRICITY	35,856	43,100	43,100	43,100	43,100
01-9693-6252	GAS	520	1,000	1,000	1,000	1,000
01-9693-6253	TELEPHONE	2,620	2,400	2,400	2,400	2,400
01-9693-6256	EQUIPMENT USAGE	1,200	1,270	1,270	1,270	1,220
01-9693-6265	COMPUTER USAGE	6,060	6,210	6,210	6,210	6,130
01-9693-6271	SERVICE/RECOGNITION/AWARDS	5,213	5,000	5,000	5,000	5,000
01-9693-6276	TICKETS, HOTELS, DEPOSITS, RESERVATIONS	9,945	15,000	15,000	16,681	16,680
01-9693-6277	RECREATION SUPPLIES	6,829	8,700	8,376	8,376	8,380
01-9693-6278	BANK CHARGES	3,773	0	0	0	0
01-9693-6279	OTHER PROGRAM SUPPLIES	19,846	21,400	21,400	21,400	21,400
	TOTAL OPERATIONS	221,118	236,300	235,976	237,669	246,470
CAPITAL						
01-9693-8401	FURNISHINGS & EQUIPMENT	0	0	4,248	0	0
	TOTAL CAPITAL	0	0	4,248	0	0
	SUB-PROGRAM TOTAL	470,629	524,850	528,774	512,585	551,650
FUNDING SOURCE:		F/T EMPLOYEES	1.00	1.00	1.00	1.00
SPORTS LEAGUES (\$364,500)						
FACILITY MAINTENANCE FUND (\$187,150)						

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
SPORTS & GYMNASIUM (9693)

The Sports & Gymnasium program provides for the operation and maintenance of the Gymnasium. It provides for the coordination of adult sports leagues and tournaments such as softball, volleyball, and basketball. It also provides for youth leagues and sports-related classes such as badminton, table tennis, gymnastics, tennis, fitness, and golf.

PERSONNEL:

5101 **Regular Salaries**

Recreation Supervisor- 100%

Under the direction of the Community Services Superintendent, is responsible for the operation and supervision of the daily activities, recreation programs, sports leagues and classes, rentals of the facility, special events, and excursions conducted through the gym or sports programs.

5102 **Regular Part-time Employees**

Provides for one ***Recreation Specialist*** to provide service at the front counter.

5103 **Seasonal/Limited Part-Time Employees**

Provides for Recreation Leaders to conduct sports-related camps, to act as scorekeepers for adult sports leagues and to prepare softball fields before games. Provides for Recreation Leaders and Facility Monitors to supervise activities related to sports.

5104 - 5110 See Appendix

OPERATIONS:

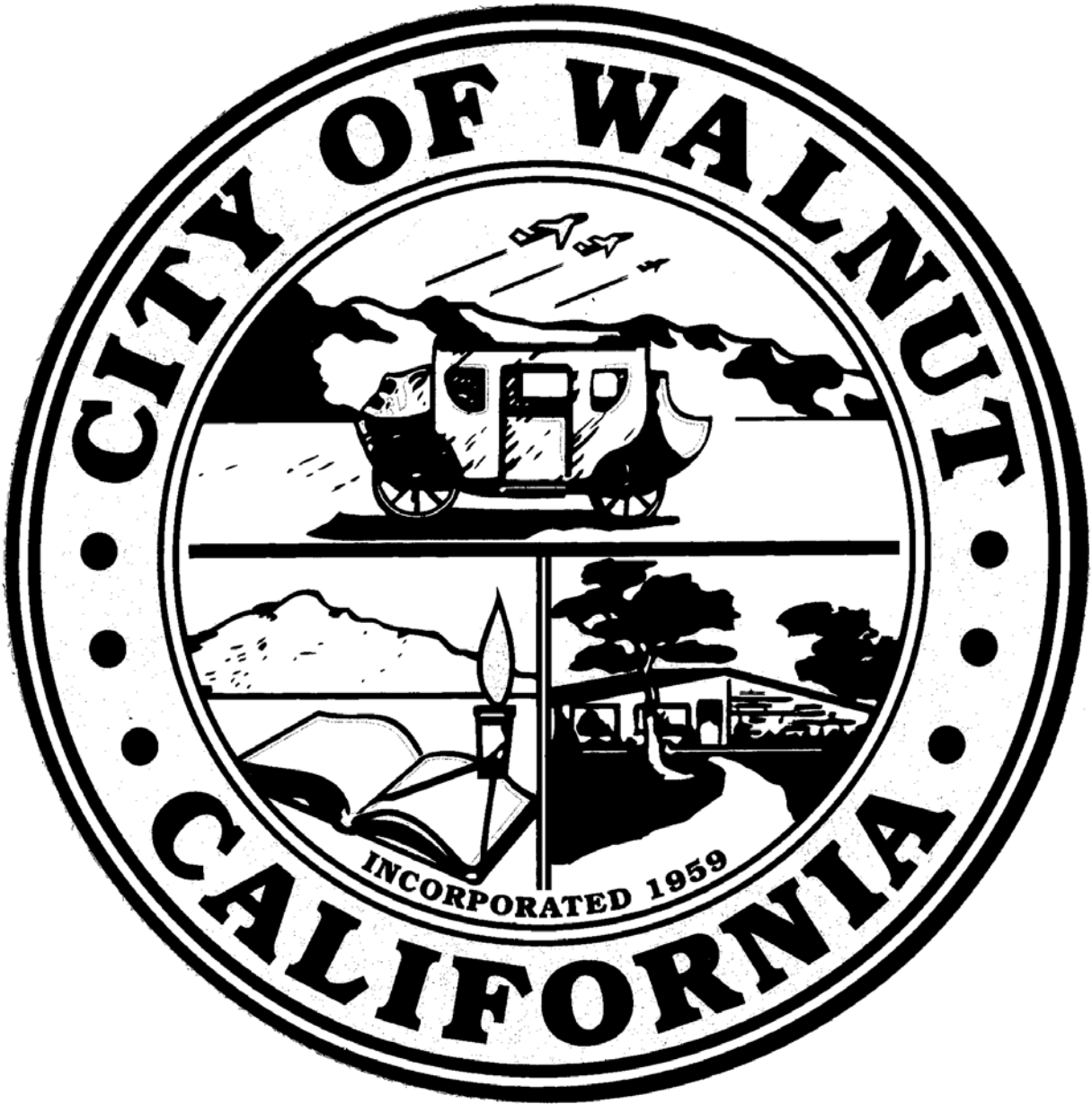
6203 **Memberships, Dues, Subscriptions, Books, Fees**

Provides for the annual membership of the Recreation Supervisor in the Southern California Municipal Athletic Federation and CPRS. Also provides for the purchase of League rulebooks.

6214 **Mileage Reimbursement**

Provides for mileage reimbursement for the recreation staff to travel between facilities and conduct business for the sports programs.

- 6215 **Vehicle Allowance/Cell**
Provides for a vehicle allowance for the Recreation Supervisor, distributed the same as payroll.
- 6227 **Contractual Services**
Provides for payments to game officials for tournaments and leagues. Provides for compensation of sports leisure class instructors.
- 6235 **Referee Services**
Provides for payment to referees for the adult basketball leagues.
- 6250 **Water**
Provides for 60% of water costs for the facility. (40% in 01-9697)
- 6251 **Electricity**
Provides for 60% of electrical energy costs associated with gymnasium. (40% in 01-9697)
- 6252 **Gas**
Provides for 60% of gas energy costs associated with gymnasium. (40% in 01-9697)
- 6253 **Telephone**
Provides for 50% of telephone costs. (50% in 01-9697)
- 6271 **Service/Recognition/Awards**
Provides for the purchase of trophies and other awards for the sport leagues.
- 6276 **Tickets, Hotels, Deposits, Reservations**
Provides for the excursions scheduled for summer camps and other programs.
- 6277 **Recreation Supplies**
Provides for the purchase of supplies for the various activities and sports leagues, such as basketballs, chalk, base pegs, etc.
- 6278 **Bank Charges**
Formerly provided for a portion of bank fees incurred from use of credit card transactions for Recreation programs (moved to 01-9001-6278).
- 6279 **Other Program Supplies**
Provides for the purchase of uniforms for the youth sports leagues and coaches and adult basketball jerseys.



**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: RECREATION CLASSES

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16	
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE APPROVED BUDGET	
PERSONNEL						
01-9694-5101	REGULAR SALARIES	13,973	14,890	14,890	15,180	
01-9694-5105	HEALTH & LIFE INSURANCE	4,065	4,050	4,050	4,050	
01-9694-5107	WORKERS' COMPENSATION	453	490	490	610	
01-9694-5108	PERS	2,763	3,110	3,110	2,380	
01-9694-5110	MEDICARE	203	230	230	230	
01-9694-5111	SICK LEAVE/VACATION BUYBACK	0	740	740	620	
	TOTAL PERSONNEL	21,457	23,510	23,510	23,070	
OPERATIONS						
01-9694-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	44	50	50	50	
01-9694-6214	MILEAGE REIMBURSEMENT	5	150	150	160	
01-9694-6222	BUILDING RENTAL	0	500	500	500	
01-9694-6227	CONTRACTUAL SERVICES	51,052	43,000	43,000	43,000	
01-9694-6256	EQUIPMENT USAGE	360	380	380	360	
01-9694-6265	COMPUTER USAGE	1,820	1,860	1,860	1,840	
01-9694-6277	RECREATION SUPPLIES	209	1,000	1,000	1,000	
	TOTAL OPERATIONS	53,489	46,940	46,940	46,910	
CAPITAL						
	TOTAL CAPITAL	0	0	0	0	
	SUB-PROGRAM TOTAL	74,946	70,450	70,450	69,980	
FUNDING SOURCE:		F/T EMPLOYEES	0.30	0.30	0.30	0.30
RECREATION CLASSES (\$66,000)						

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
RECREATION CLASSES (9694)

The Recreation Classes program consists of a variety of instructional classes that include, but are not limited to, dance, music, arts and crafts, computers, early childhood, and other adult and youth interests.

PERSONNEL:

5101 **Regular Salaries**

Recreation Coordinator - 30%

Develop and supervise recreation programs, social services, special events, and excursions under the direction of the Recreation Supervisor. (35% in 01-9690, 35% in 01-9692)

5105 - 5110 See Appendix

OPERATIONS:

6203 **Memberships, Dues, Subscriptions, Books, Fees**

Provides for 30% of CPRS membership. (35% in 01-9690, 35% in 01-9692)

6214 **Mileage Reimbursement**

Provides for mileage reimbursement for recreation staff to travel between facilities and other destinations as required.

6222 **Building Rental**

Provides for building rental for leisure classes when community center or other facilities are not available.

6227 **Contractual Services**

Provides for payments to independent contractors to conduct recreation classes.

6277 **Recreation Supplies**

Provides for supplies needed to conduct various classes.

6256-6265 See Appendix

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: SENIOR CENTER

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16	
		ACTUAL	BUDGET	REVISED BUDGET ESTIMATE	APPROVED BUDGET	
PERSONNEL						
01-9696-5101	REGULAR SALARIES	60,499	67,830	67,830	69,420	
01-9696-5102	REGULAR PART-TIME EMPLOYEES	30,443	30,970	30,970	33,090	
01-9696-5103	SEASONAL/LIMITED PART-TIME EMPLOYEES	63,272	68,750	68,750	69,950	
01-9696-5105	HEALTH & LIFE INSURANCE	18,487	18,940	18,940	20,700	
01-9696-5107	WORKERS' COMPENSATION	5,383	4,340	4,340	5,340	
01-9696-5108	PERS	17,985	20,620	20,620	16,070	
01-9696-5110	MEDICARE	2,269	2,470	2,470	2,560	
01-9696-5111	SICK LEAVE/VACATION BUYBACK	0	390	390	820	
	TOTAL PERSONNEL	198,338	214,310	214,310	217,950	
OPERATIONS						
01-9696-6201	CONFERENCE & MEETING	0	0	0	0	
01-9696-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	150	170	170	170	
01-9696-6206	ADVERTISING	0	500	500	500	
01-9696-6210	PRINTING	303	560	0	560	
01-9696-6214	MILEAGE REIMBURSEMENT	114	350	350	370	
01-9696-6215	VEHICLE/CELL ALLOWANCE	2,273	2,400	2,400	3,200	
01-9696-6227	CONTRACTUAL SERVICES	34,853	35,000	39,060	35,000	
01-9696-6250	WATER	3,472	3,900	3,900	4,000	
01-9696-6251	ELECTRICITY	39,930	44,000	49,000	49,000	
01-9696-6252	GAS	880	1,600	1,600	1,600	
01-9696-6253	TELEPHONE	5,098	5,800	5,800	5,800	
01-9696-6254	COMMUNICATIONS	1,348	1,600	1,600	1,600	
01-9696-6256	EQUIPMENT USAGE	1,200	1,270	1,270	1,220	
01-9696-6265	COMPUTER USAGE	6,060	6,210	6,210	6,130	
01-9696-6276	TICKETS, HOTELS, DEPOSITS, RESERVATIONS	33,146	35,000	35,000	35,000	
01-9696-6277	RECREATION SUPPLIES	8,433	11,000	7,500	11,000	
01-9696-6278	BANK CHARGES	1,729	0	0	0	
01-9696-6286	MEALS PROGRAM	6,000	9,000	9,000	9,000	
01-9696-6287	BINGO PROGRAM	0	0	0	0	
	TOTAL OPERATIONS	144,989	158,360	163,360	164,150	
CAPITAL						
01-9696-8401	FURNISHINGS & EQUIPMENT	0	0	0	0	
	TOTAL CAPITAL	0	0	0	0	
	SUB-PROGRAM TOTAL	343,326	372,670	377,670	382,100	
FUNDING SOURCE:		F/T EMPLOYEES	1.00	1.00	1.00	1.00
FACILITY MAINTENANCE (\$309,400)		PROGRAM REVENUE (\$72,700)				

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
SENIOR CITIZENS CENTER (9696)

Provides for the physical and social needs of Seniors by offering a large variety of program activities and services in a comfortable and welcoming environment.

PERSONNEL:

5101 **Regular Salaries**

Recreation Supervisor - 100%

Under the direction of the Community Services Superintendent, is responsible for the operation and supervision of the full-service senior citizens center including daily activities, meal program, social services, excursions, etc.

5102 **Regular Part-Time Employees**

Provides for a ***Recreation Specialist*** responsible for assisting with the daily operation of the Senior Center's activities, community special events and the afterschool program.

5103 **Seasonal/Limited Part-Time Employees**

Provides for Recreation Leaders at the senior center for special events and other activities.

5105 - 5111 See Appendix

OPERATIONS:

6201 **Conference & Meeting**

In 2012-13, provided for the attendance at the annual CPRS Conference, monthly meetings, and Aging Section Mini-Conference. Conference and meeting expenses were consolidated into 01-9001-6201.

6203 **Membership Dues, Subscriptions, Books, Fees**

Provides for annual membership in the California Parks and Recreation Society for the Recreation Supervisor.

6206 **Advertising**

Provides for the advertising of the Senior Center through promotional items.

6210 **Printing**

Provides for printing of required forms and bi-monthly newsletter.

- 6214 **Mileage Reimbursement**
Provides mileage reimbursement for Recreation Specialist or Recreation Leader when completing errands for the Senior Center.
- 6215 **Vehicle Allowance/Cell**
Provides for vehicle allowance and cell phone stipend for the Recreation Supervisor, distributed the same as payroll.
- 6227 **Contractual Services**
Provides for compensation to class instructors, social-event caterers, and entertainers. Also provides for equipment rentals for the Health Fair and other special events. Provides for transportation costs beyond the CDBG allocation.
- 6250 **Water**
Provides for water for the Senior Center. Moved from 27-9696.
- 6251 **Electricity**
Provides for electricity for the Senior Center. Moved from 27-9696.
- 6252 **Gas**
Provides for gas for the Senior Center. Moved from 27-9696
- 6253 **Telephone**
Provides for telephone service at the facility.
- 6254 **Communications**
Provides for Internet Service for the computer lab and 3% of two-way radios/telephone service for citywide system.
- 6256 - 6265 See Appendix
- 6276 **Tickets, Hotels, Deposits, Reservations**
Provides for the excursions scheduled for seniors throughout the year.
- 6277 **Recreation Supplies**
Provides for decorations, volunteer awards, coffee supplies, door prizes, and Health Fair supplies. Also provides for May is Older Americans Month supplies.
- 6278 **Bank Charges**
Formerly provided for a portion of bank fees incurred from use of credit card transactions for Recreation programs (moved to 01-9001-6278).
- 6286 **Meals Program**
Provides for funding to contract for a lunchtime meals program and Meals On Wheels.

6287 **Bingo Program**

In 2012-13, provided for the supplies necessary to conduct bingo such as daubers, bingo cards, pull tabs, etc.

CAPITAL:

8401 **Furnishings & Equipment**

In 2012-13, provided for the purchase of stackable chairs at the Senior Center.

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: TEEN CENTER

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16	
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE APPROVED BUDGET	
PERSONNEL						
01-9697-5101	REGULAR SALARIES	26,611	43,540	43,540	41,630	
01-9697-5103	SEASONAL/LIMITED PART-TIME EMPLOYEES	55,365	58,480	58,480	56,760	
01-9697-5105	HEALTH & LIFE INSURANCE	9,969	13,500	13,500	13,500	
01-9697-5107	WORKERS' COMPENSATION	3,604	3,370	3,370	3,950	
01-9697-5108	PERS	1,881	2,810	2,810	2,680	
01-9697-5110	MEDICARE	1,224	1,480	1,480	1,480	
01-9697-5111	SICK LEAVE/VACATION BUYBACK	0	0	0	0	
	TOTAL PERSONNEL	98,654	123,180	123,180	120,000	
OPERATIONS						
01-9697-6201	CONFERENCE & MEETING	0	0	17	0	
01-9697-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	215	560	560	560	
01-9697-6206	ADVERTISING	0	770	770	770	
01-9697-6214	MILEAGE REIMBURSEMENT	0	200	200	210	
01-9697-6227	CONTRACTUAL SERVICES	4,887	5,350	5,950	5,350	
01-9697-6250	WATER	1,887	2,000	2,000	2,100	
01-9697-6251	ELECTRICITY	23,904	20,700	26,200	26,200	
01-9697-6252	GAS	347	520	520	520	
01-9697-6253	TELEPHONE	2,620	3,000	3,000	3,000	
01-9697-6254	COMMUNICATIONS	660	1,460	1,460	1,460	
01-9697-6256	EQUIPMENT USAGE	1,020	1,270	1,270	1,220	
01-9697-6265	COMPUTER USAGE	5,150	6,210	6,210	6,130	
01-9697-6271	SERVICE/RECOGNITION/AWARDS	0	1,170	1,170	1,170	
01-9697-6276	TICKETS, HOTELS, DEPOSITS, RESERVATIONS	2,937	5,000	3,800	5,000	
01-9697-6277	RECREATION SUPPLIES	4,998	5,250	5,850	5,250	
01-9697-6283	SNACK BAR SUPPLIES	8,406	8,500	8,500	8,500	
	TOTAL OPERATIONS	57,030	61,960	67,477	67,440	
CAPITAL						
	TOTAL CAPITAL	0	0	0	0	
	SUB-PROGRAM TOTAL	155,684	185,140	190,657	187,440	
FUNDING SOURCE:		F/T EMPLOYEES	0.70	1.00	1.00	1.00
PROGRAM REVENUE (\$29,000)						
FACILITY MAINTENANCE (\$158,440)						

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
TEEN CENTER (9697)

The Teen Center provides a place for youth to meet and participate in positive and productive activities during non-school hours. Various activities are planned throughout the year and include teen dances, excursions, on-site peer counseling, tutoring, and game tournaments. The Center and its activities are geared for the youth in 6th through 12th grades.

PERSONNEL:

5101 **Regular Salaries**

Recreation Coordinator - 100%

Develop and supervise recreation programs, sports leagues, social services, special events, and excursions under the direction of the Recreation Supervisor.

5103 **Seasonal/Limited Part-Time Employees**

Provides for Recreation Leaders for daily supervision, special events, excursions, etc.

5104 - 5110 See Appendix

OPERATIONS:

6201 **Conference & Meeting**

Provides for the 2014-15 Teen Collation Attendance.

6203 **Membership, Dues, Subscriptions, Books, Fees**

Provides for the purchase of magazines for the teen center and 70% of CPRS membership for Recreation Coordinator. (30% in 01-9699)

6206 **Advertising**

Provides for advertising in the *Hoof Print* (WHS paper) and other newspapers.

6214 **Mileage Reimbursement**

Provides for mileage reimbursement for the Recreation staff to travel between the facilities and other destinations as required.

6227 **Contractual Services**

Provides for Band/DJ and sound system for events during the year. Provides for contracts for guest speakers for educational seminars, and class instructors.

- 6250 **Water**
Provides for 40% of water charges for the center. (60% in 01-9693)
- 6251 **Electricity**
Provides for 40% electrical usage costs for the Teen Center facility. (60% in 01-9693)
- 6252 **Gas**
Provides for 40% gas usage costs for the Teen Center facility. (60% in 01-9693)
- 6253 **Telephone**
Provides 50% of telephone service cost for the Teen Center. (50% in 01-9693)
- 6254 **Communications**
Provides for Internet Service for the computer lab.
- 6256 - 6265 See Appendix
- 6271 **Service/Recognition/Awards**
Provides for awards for contests and tournaments.
- 6276 **Tickets, Hotels, Deposits, Reservations**
Provides for the excursions scheduled for teens throughout the year.
- 6277 **Recreation Supplies**
Provides for the purchase of supplies needed for the Teen Center such as arts and crafts, video rentals, cue sticks, games, refreshments, and supplies for special events.
- 6283 **Snack Bar Supplies**
Provides for snack bar food items that are marked up for resale to the teens.



**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: CAMP CRAWDAD

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16	
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE APPROVED BUDGET	
PERSONNEL						
01-9699-5101	REGULAR SALARIES	2,444	0	0	0	
01-9699-5103	SEASONAL/LIMITED PART-TIME EMPLOYEES	11,652	12,660	12,660	10,294	
01-9699-5105	HEALTH & LIFE INSURANCE	341	0	0	0	
01-9699-5107	WORKERS' COMPENSATION	723	420	420	340	
01-9699-5108	PERS	219	0	0	0	
01-9699-5110	MEDICARE	209	180	180	149	
01-9699-5111	SICK LEAVE/VAC BUY BACK	0	0	0	0	
	TOTAL PERSONNEL	15,588	13,260	13,260	10,783	
OPERATIONS						
01-9699-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	0	50	50	50	
01-9699-6214	MILEAGE REIMBURSEMENT	0	250	250	250	
01-9699-6227	CONTRACTUAL SERVICES	992	1,000	1,000	1,000	
01-9699-6256	EQUIPMENT USAGE	180	0	0	0	
01-9699-6265	COMPUTER USAGE	910	0	0	0	
01-9699-6276	TICKETS, HOTELS, DEPOSITS, RESERVATIONS	3,125	2,950	2,950	2,950	
01-9699-6277	RECREATION SUPPLIES	2,106	3,000	3,000	3,000	
	TOTAL OPERATIONS	7,313	7,250	7,250	7,250	
CAPITAL						
	TOTAL CAPITAL	0	0	0	0	
	SUB-PROGRAM TOTAL	22,901	20,510	20,510	18,033	
FUNDING SOURCE:		F/T EMPLOYEES	0.30	0.00	0.00	0.00
CAMP CRAWDAD PROGRAM (\$12,000)						

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
CAMP CRAWDAD (9699)

The budget provides for recreational activities for Camp Crowdad in the summer at City Parks.

PERSONNEL:

- 5101 **Regular Salaries**
Recreation Coordinator - 0% (Formerly 30%, now 100% in 01-9697)
- 5103 **Seasonal/Limited Part-Time Employees**
Provides for part-time Recreation Leaders to conduct a summer program for children.
- 5105 - 5110 See Appendix

OPERATIONS:

- 6203 **Memberships, Dues, Subscriptions, Books, Fees**
Provides for 30% of membership to CPRS. (70% in 01-9697)
- 6214 **Mileage Reimbursement**
Provides for mileage reimbursement for recreation staff to travel between facilities and other destinations as required.
- 6227 **Contractual Services**
Provides for bus transportation costs for excursions. Provides for services rendered by instructors, entertainers, etc.
- 6256 - 6265 See Appendix
- 6276 **Tickets, Hotels, Deposits, Reservations**
Provides for the purchase of tickets for various excursions.
- 6277 **Recreation Supplies**
Provides for the purchase of supplies such as games, athletic equipment, and other items needed to operate an after school recreation program.

**CITY OF WALNUT
2015-16 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: PARK GRANTS

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2013-14		2014-15	2015-16	
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	PERSONNEL					
	TOTAL PERSONNEL	0	0	0	0	0
	OPERATIONS					
27-9696-6246	SR. CTR: BUILDING MAINTENANCE	54,206	27,560	27,560	27,560	13,900
	TOTAL OPERATIONS	54,206	27,560	27,560	27,560	13,900
	CAPITAL					
	TOTAL CAPITAL	0	0	0	0	0
	SUB-PROGRAM TOTAL	54,206	27,560	27,560	27,560	13,900
FUNDING SOURCE: PARK GRANTS						

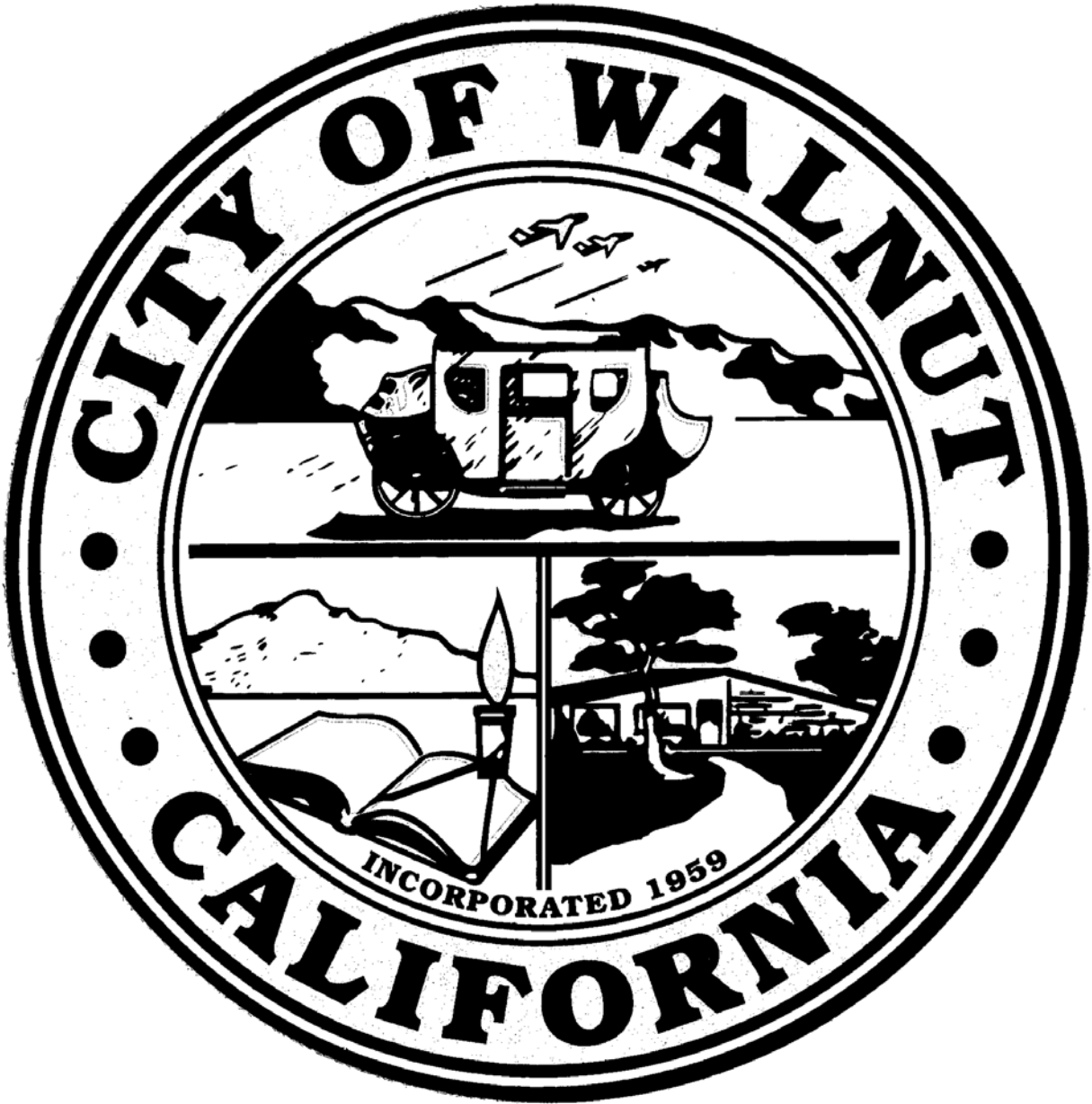
CITY OF WALNUT
ANNUAL BUDGET DETAIL
2015-16
PARK GRANTS (27-9696)

Funding for the projects listed below is provided by grants through the Los Angeles County Safe Neighborhood Parks Act of 1996.

OPERATIONS:

27-9696-6246 **Building Maintenance**

Provides for a portion of maintenance costs at the Walnut Senior Center. Balance in 01-9200.



Capital Projects

CITY OF WALNUT
CAPITAL PROJECT
5 - YEAR PROJECTIONS

PROJECT DEFINITION

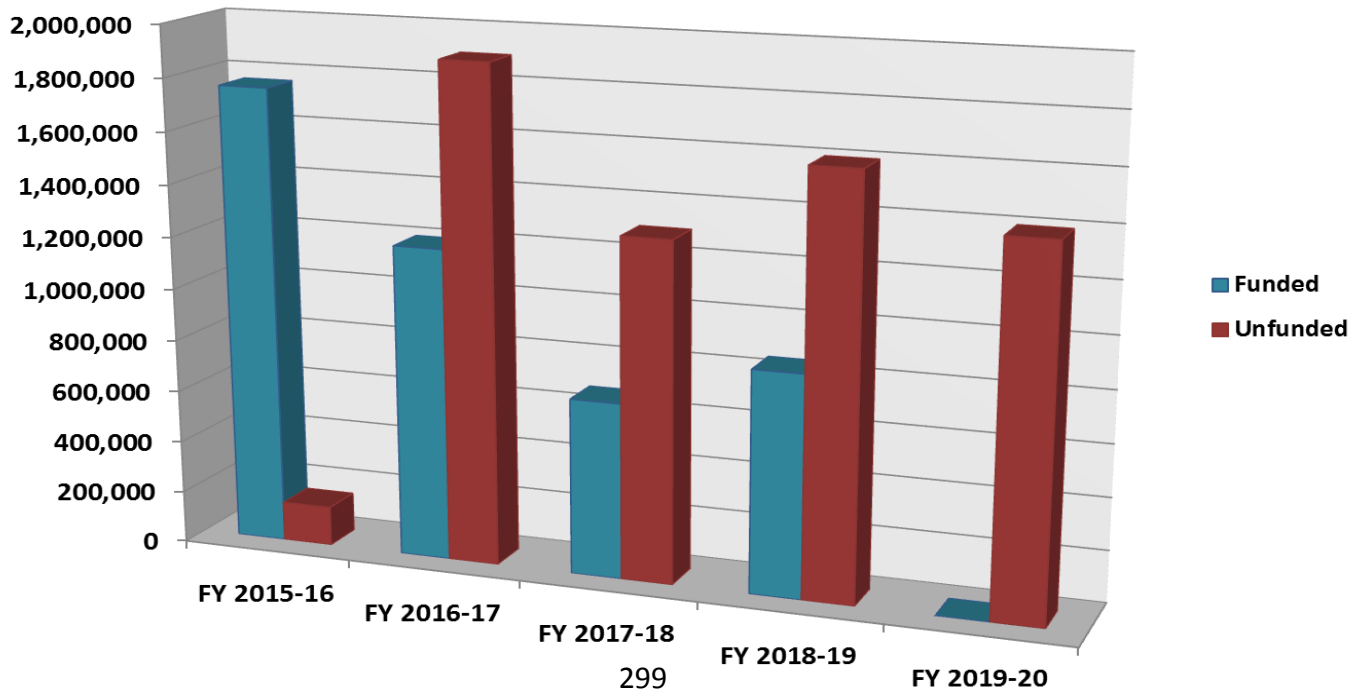
The Capital Projects five-year Program generally includes projects that cost in excess of \$100,000 or have a life greater than ten years.

NEW AND IN -PROGRESS PROJECTS

New Projects are projects identified and recommended as necessary in the City of Walnut. Throughout the fiscal year, the projects scheduled to begin in Fiscal Year 2015-16 will be presented individually before the City Council to approve plans and specifications, review costs, consider the environmental assessment, authorize the City Engineer to seek bids, and award the contract. Some of these projects may take over a year to complete. This 5-year program illustrates the estimated appropriation distribution for each project for the next five years.

In-Progress Projects are projects that have previously been approved by the City Council, either in Fiscal Year 2014-15, or prior years. If these projects were not completed as of June 30, 2015, the remaining balances of their corresponding appropriations are carried over into the new Fiscal Year 2015-16 and beyond if necessary.

**Capital Projects
Five-Year Projection**



**CITY OF WALNUT
CAPITAL PROJECT
5 - YEAR PROJECTIONS**

SUMMARY

Fiscal Year	Funded	Unfunded
2015-16	\$1,760,000	\$150,000
2016-17	\$1,200,000	\$1,900,000
2017-18	\$675,000	\$1,300,000
2018-19	\$850,000	\$1,600,000
2019-20	\$0	\$1,400,000
	\$4,485,000	\$6,350,000

FUNDING SOURCE

Funding for the Capital Projects listed in this program are provided by various sources. They are as follows for the Fiscal Year 2015-16:

	Funded	Unfunded
Proposition C-13	\$625,000	\$0
Capital /Equipment Outlay-25	\$615,800	\$150,000
Bikeway Fund -14	\$19,200	\$0
Future Recreation Facility-20	\$500,000	\$0
	\$1,760,000	\$150,000



**CITY OF WALNUT
CAPITAL PROJECTS
5-YEAR PROGRAM**

NEW PROJECTS

ACCOUNT NUMBER	PROJECT NAME DESCRIPTION	FUNDING SOURCE	ESTIMATED COST	SPENT TO DATE	2015-16 BUDGET	2016-17 BUDGET	2017-18 BUDGET	2018-19 BUDGET	2019-20 BUDGET
9226	TRAIL PROJECT	Capital/Equip-25	\$80,800	\$0					
		Bikeway Fund-14	\$19,200	\$0					
	CONSTRUCTION		<u>\$100,000</u>		100,000	0	0	0	0
	TOTAL		<u>\$100,000</u>						
	Provides for various trail improvements throughout the City.								
6423	FUTURE RECREATION FACILITY	Unfunded	\$20,000,000	\$0					
		Capital/Equip-25	\$112,447	\$93,801					
		Contribution-20	\$750,000	\$155					
	CONSTRUCTION	\$ 20,000,000			0	0	0	0	0
	DESIGN-25	\$112,447			0	0	0	0	0
	CONSTRUCTION MANAGEMENT-20	<u>\$750,000</u>			500,000	250,000	0	0	0
	TOTAL	<u>\$ 20,862,447</u>							
	Provides for the design and construction of the aquatics portion of the Multi-Use Facility to be determined with City Recreation Master Plan process.								
	SUZANNE PARK EAST PARKING LOT REHABILITATION	Capital/Equip-25	\$185,000	\$0					
	ENGINEERING	\$35,000			35,000				
	CONSTRUCTION	<u>\$150,000</u>			150,000	0	0	0	0
	TOTAL	<u>\$185,000</u>							
	Provides for the design, construction administration, and reconstruction of East parking lot at Suzanne Park.								
	CREEKSIDE PARK PLAYGROUND RENOVATION	Capital/Equip-25	\$350,000	\$0					
	ENGINEERING	\$20,000			\$20,000				
	CONSTRUCTION	<u>\$330,000</u>			330,000	0	0	0	0
	TOTAL	<u>\$350,000</u>							
	Provides for the design and equipment replacement for the playground at Creekside Park.								
	SLURRY SEAL AREA 5 STREETS	PROP C-13	\$625,000	\$0					
	ENGINEERING	\$50,000			50,000	0	0	0	0
	CONSTRUCTION	<u>\$575,000</u>			575,000	0	0	0	0
	TOTAL	<u>\$625,000</u>							
	Provides for the engineering, contract administration and slurry seal of various streets in Area 5 (north of Amar Road and west of Grand Ave to Three Oaks).								

**CITY OF WALNUT
CAPITAL PROJECTS
5-YEAR PROGRAM**

NEW PROJECTS

ACCOUNT NUMBER	PROJECT NAME DESCRIPTION	FUNDING SOURCE	ESTIMATED COST	SPENT TO DATE	2015-16 BUDGET	2016-17 BUDGET	2017-18 BUDGET	2018-19 BUDGET	2019-20 BUDGET
SLURRY SEAL AREA 6 STREETS		Capital/Equip-25	\$800,000	\$0					
	ENGINEERING	\$75,000			0	75,000	0	0	0
	CONSTRUCTION	<u>\$725,000</u>			0	725,000	0	0	0
	TOTAL	\$800,000							
Provides for the engineering, contract administration and slurry seal of various streets in Area 6 (Easterly half of Creekside).									
SUZANNE PARK IRRIGATION RENOVATION		Capital/Equip-25	\$150,000	\$0					
	ENGINEERING	\$15,000			0	15,000	0	0	0
	CONSTRUCTION	<u>\$135,000</u>			0	135,000	0	0	0
	TOTAL	\$150,000							
Provides for the redesign renovation of sports fields irrigation system at Suzanne Park.									
SLURRY SEAL AREA 4 STREETS		Measure R-16	\$675,000	\$0					
	ENGINEERING	\$50,000			0	0	50,000	0	0
	CONSTRUCTION	<u>\$625,000</u>			0	0	625,000	0	0
	TOTAL	\$675,000							
Provides for the engineering, contract administration and slurry seal of various streets in Area 4 (Westerly half of Creekside Drive).									
SLURRY SEAL AREA 7 STREETS		PROP C -13	\$850,000	\$0					
	ENGINEERING	\$75,000			0	0	0	75,000	0
	CONSTRUCTION	<u>\$775,000</u>			0	0	0	775,000	0
	TOTAL	\$850,000							
Provides for the engineering, contract administration and slurry seal of various streets in Area 7 (Snow Creek and Timberline).									
TOTAL			\$24,597,447	\$93,956	\$1,760,000	\$1,200,000	\$675,000	\$850,000	\$0

Funding Summary

PROP C-13	\$ 625,000	\$ -	\$ -	\$ 850,000	\$ -
Capital/Equip-25	\$ 615,800	\$ 950,000	\$ -	\$ -	\$ -
Bikeway-14	\$ 19,200	\$ -	\$ -	\$ -	\$ -
PROP R-16	\$ -	\$ -	\$ 675,000	\$ -	\$ -
Gas Tax-02	\$ -	\$ -	\$ -	\$ -	\$ -
Unfunded	\$ -	\$ -	\$ -	\$ -	\$ -
Contribution-20	\$ 500,000	\$ 250,000	\$ -	\$ -	\$ -
Grant-01	\$ -	\$ -	\$ -	\$ -	\$ -
STPL-15 (ARRA-17)	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 1,760,000	\$ 1,200,000	\$ 675,000	\$ 850,000	\$ -

**CITY OF WALNUT
CAPITAL PROJECTS
5-YEAR PROGRAM**

UNFUNDED PROJECTS

ACCOUNT NUMBER	PROJECT NAME DESCRIPTION	FUNDING SOURCE	ESTIMATED COST	SPENT TO DATE	2015-16 BUDGET	2016-17 BUDGET	2017-18 BUDGET	2018-19 BUDGET	2019-20 BUDGET
	CREEKSIDE PARK OUTDOOR FITNESS EQUIPMENT INSTALLATION	Capital/Equip-25	\$150,000	\$0					
	ENGINEERING		\$10,000		10,000	0	0	0	0
	CONSTRUCTION		\$140,000		140,000	0	0	0	0
	TOTAL		\$150,000						
	Provides for the design and installation of outdoor fitness equipment, surfacing, and shade at Creekside park.								
	LA PUENTE ROAD RESURFACING	Capital/Equip-25	\$300,000	\$0					
	ENGINEERING		\$50,000		0	50,000	0	0	0
	CONSTRUCTION		\$250,000		0	250,000	0	0	0
	TOTAL		\$300,000						
	Provides for the design, construction administration and resurfacing of La Puente Road from Pierre Road to Gartel Drive.								
	AMAR ROAD RESURFACING (CENTRAL)	Capital/Equip-25	\$1,600,000	\$0					
	ENGINEERING		\$100,000		0	100,000	0	0	0
	CONSTRUCTION		\$1,500,000		0	1,500,000	0	0	0
	TOTAL		\$1,600,000						
	Provides for the rehabilitation of the pavement sections and upgrades to the ADA access ramps.								
	AMAR ROAD RESURFACING (WEST)	Capital/Equip-25	\$1,300,000	\$0					
	ENGINEERING		\$100,000		0	0	100,000	0	0
	CONSTRUCTION		\$1,200,000		0	0	1,200,000	0	0
	TOTAL		\$1,300,000						
	Provides for the rehabilitation of the pavement sections and upgrades to the ADA access ramps.								
	AREA 4 AND 6 RESURFACING	Capital/Equip-25	\$1,400,000	\$0					
	ENGINEERING		\$100,000		0	0	0	100,000	0
	CONSTRUCTION		\$1,300,000		0	0	0	1,300,000	0
	TOTAL		\$1,400,000						
	Provides for the design, contract administration and reconstruction of Area 4 (Westerly half of Creekside Drive) and Area 6 (Easterly half of Creekside Drive).								

**CITY OF WALNUT
CAPITAL PROJECTS
5-YEAR PROGRAM**

UNFUNDED PROJECTS

ACCOUNT NUMBER	PROJECT NAME DESCRIPTION	FUNDING SOURCE	ESTIMATED COST	SPENT TO DATE	2015-16 BUDGET	2016-17 BUDGET	2017-18 BUDGET	2018-19 BUDGET	2019-20 BUDGET
	W.R. ROWLAND ADOBE HOUSE SEISMIC RETROFIT	Capital/Equip-25	\$200,000	\$0					
	ENGINEERING		\$10,000		0	0	0	10,000	0
	CONSTRUCTION		\$190,000		0	0	0	190,000	0
	TOTAL		\$200,000						
	Provides for the contract administration and construction for seismic retrofit and related improvements at the W.R. Rowland Adobe House at Lemon Creek Park.								
	SLURRY SEAL AREA 1 STREETS	Capital/Equip-25	\$825,000	\$0					
	ENGINEERING		\$75,000		0	0	0	0	75,000
	CONSTRUCTION		\$750,000		0	0	0	0	750,000
	TOTAL		\$825,000						
	Provides for the engineering, contract administration and slurry seal of various streets in Area 1 (Valley Blvd, Lemon Ave, La Puente Road, and Westerly City limit).								
	STREET RESURFACING	Capital/Equip-25	\$575,000	\$0					
	ENGINEERING		\$50,000		0	0	0	0	50,000
	CONSTRUCTION		\$525,000		0	0	0	0	525,000
	TOTAL		\$575,000						
	Provides for the design, contract administration and reconstruction of Camino de Teodoro and Camino de Gloria.								
	TOTAL		\$6,350,000	\$0	\$150,000	\$1,900,000	\$1,300,000	\$1,600,000	\$1,400,000

		Unfunded Summary				
PROP C-13		\$ -	\$ -	\$ -	\$ -	\$ -
Capital/Equip-25		\$ 150,000	\$ 1,900,000	\$ 1,300,000	\$ 1,600,000	\$ 1,400,000
Bikeway-14		\$ -	\$ -	\$ -	\$ -	\$ -
PROP R-16		\$ -	\$ -	\$ -	\$ -	\$ -
Gas Tax-02		\$ -	\$ -	\$ -	\$ -	\$ -
Unfunded		\$ -	\$ -	\$ -	\$ -	\$ -
Contribution-20		\$ -	\$ -	\$ -	\$ -	\$ -
Grant-01		\$ -	\$ -	\$ -	\$ -	\$ -
STPL-15 (ARRA-17)		\$ -	\$ -	\$ -	\$ -	\$ -
Total		\$ 150,000	\$ 1,900,000	\$ 1,300,000	\$ 1,600,000	\$ 1,400,000

CITY OF WALNUT

FUTURE STREET CAPITAL PROJECTS

It is important to Walnut to maintain the structure, mobility and extend the useful life of the public right of way. In addition to the five year Capital Projects Program the City has developed an additional five year projection for street related projects.

The City is divided into seven areas, with each area being slurred or resurfaced every seven years. These future street projects are only estimates and depend greatly on the condition of the street. Each fiscal year, this list will be examined and is subject to change depending on need and funding source.

<u>Year</u>	<u>Project Description</u>	<u>Amount</u>
2020-21	Area 2 Slurry	\$925,000
2021-22	Area 3 Slurry	\$500,000
2022-23	Area 5 Slurry	\$650,000
2023-24	Area 6 Slurry	\$850,000
2024-25	Area 4 Slurry	\$700,000

Appendix

CHART OF ACCOUNTS

OBJECT DESIGNATIONS

XX-XXXX-###

PERSONNEL:

<u>Object No.</u>	<u>Line Item & Description</u>
5101	Regular Salaries Provides for compensation for full-time, permanent employees.
5102	Regular Part-Time Employees Provides for compensation for all part-time employees.
5103	Seasonal/Limited Part-Time Employees Provides for compensation for non-permanent, part-time employees.
5104	Overtime Provides for compensation for any overtime throughout the year, at one and one half times the regular salary.
5105	Health & Life Insurance Provides for benefits for health, accidental death, dismemberment, life insurance, and long-term disability for full-time employees.
5106	Disability Insurance Provides for employee benefits for disability insurance for full-time permanent employees.
5107	Workers' Compensation Provides for City-paid benefits for Workers' Compensation pursuant to State Law.
5108	PERS Provides for City-paid employee benefits for employee's retirement system.
5109	Unemployment Insurance Provides for City-paid employee benefits for unemployment insurance.
5110	Medicare All employees with hire dates of 04/01/86 and after must contribute 1.45% and City to match.
5111	Sick Leave Buyback/Vacation Buyback Provides for employee reimbursement for non-used sick leave. Only employees with over 160 hours at the end of the calendar year will be eligible for buybacks. Provides reimbursement of unused vacation up to 40 hours, provided employee has taken 80 hours of vacation during the preceding calendar year and had a vacation balance in excess of 160 hours at the end of the calendar year.

CHART OF ACCOUNTS

OPERATIONS:

<u>Object No.</u>	<u>Line Item & Description</u>
6201	Conference & Meeting Provides for all travel, conference, and meeting expenses.
6202	Training Provides for training seminars and sessions generally requested by City and taken on City time.
6203	Memberships, Dues, Subscriptions, Books, Fees Provides for membership fees, dues, subscriptions, and publications of professional organizations.
6205	Office Supplies Provides for the purchase of office supplies.
6206	Advertising Provides for advertising and legal notices of various City activities.
6207	Postage Provides for postal expenses for City mailings.
6208	Vehicle Operations Provides for operational costs for gasoline, oil, tires, batteries, parts, and repairs for vehicle use.
6209	Surety Bonds Provides for City insurance protection.
6210	Printing Provides for business cards, and any outside printing.
6211	Education Enhancement Provides for education reimbursement for employee development related to the improvement of the position; generally requested by employee and taken on own time; requires prior approval.
6212	Ordinance Codification, Amendments & Legal Documents Provides for codification of ordinances, amendments, & legal documents.
6213	Building Maintenance/Supplies Provides for building materials, miscellaneous repairs, and City supplies and materials for city buildings.

CHART OF ACCOUNTS

- 6214 **Mileage Reimbursement**
Provides for mileage reimbursement when private vehicle is used for City business.
- 6215 **Vehicle Allowance/Cell phone**
Provides for monthly car allowances for positions approved by City Council. Also provides cell phone stipend for those employees who elect not to receive a city issued phone.
- 6216 **Professional Services**
Provides for professional services/retainers.
- 6217 **Precinct Workers/Pollsters**
Provides for election workers & polling places during City elections.
- 6218 **Special Legal Fees**
Provides for legal services not rendered by the City Attorney in the retainer; includes defense of lawsuits.
- 6219 **Photocopy Supplies**
Provides for all photocopy materials and supplies.
- 6220 **Office Equipment Rental**
Provides for all office equipment rentals.
- 6221 **Machinery Equipment Rental**
Provides for rental of equipment not owned by City, or to temporarily replace owned equipment when breakdown occurs.
- 6222 **Facility Rental**
Provides for building or space rental to carry out City functions and business.
- 6223 **Insurance**
Provides for City insurance protection for general liability, auto, and property.
- 6224 **Records Management**
Provides for services of microfilming City records.
- 6225 **Claims & Insurance Adjustments**
Provides for deductible allowances or claims covered by insurance.
- 6226 **Temporary Workers**
Provides for services rendered under contract with another entity on a temporary basis.

CHART OF ACCOUNTS

- 6227 **Contractual Services**
Provides for services rendered under contract with another entity.
- 6229 **Community Relations**
Provides for the expense of community events.
- 6230 **Plan Check Services**
Provides for public works plan check services through contract with a private engineer.
- 6231 **Maps, Prints, Photos, Film**
Provides for maps, plans, photos, slides, and film.
- 6232 **Public Works Inspection Services**
Provides for public work construction inspections of public works improvements required of builders and developers.
- 6233 **Building Inspection Services**
Provides for building plan check and inspection services by the City's private contractor.
- 6236 **Physicals/Backgrounds**
Provides for pre-employment physicals for new, permanent employees, DMV background checks, and Department of Justice background checks.
- 6237 **Vandalism**
Provides for replacement of such items as irrigation materials and equipment due to damage of controllers, valves, pipes, sprinkler heads and fittings caused by vandalism.
- 6238 **Small Tools**
Provides for replacement of worn or damaged hand and small power tools.
- 6239 **Uniforms**
Provides for uniform rental service and purchase of boots.
- 6240 **Rodent Control**
Provides funds for the Rodent Control Program.
- 6243 **Tree Maintenance**
Provides for expenditures in relation to the tree maintenance program on City property and each LOSMD zone.

CHART OF ACCOUNTS

- 6244 **Street Light Maintenance**
Provides funds for Highway Safety Lighting, Traffic Signal, and Street Lighting Maintenance Programs.
- 6245 **General Maintenance**
Provides funds for general maintenance of City buildings, streets, roads and all other city maintained facilities.
- 6246 **Building Maintenance**
Provides for the building maintenance service contract for City buildings, including HVAC, elevator maintenance, alarm monitoring and termite control.
- 6247 **Equipment Maintenance**
Provides for maintenance costs of City-owned equipment.
- 6248 **Grounds Maintenance**
Provides for supplies, repairs, and maintenance of City grounds.
- 6249 **Industrial Waste Service**
Provides funds for industrial waste services by the county for extraordinary inspections, corrections, and legal expenses.
- 6250 **Water**
Provides for water service.
- 6251 **Electricity**
Provides for electrical service.
- 6252 **Gas**
Provides for gas service.
- 6253 **Telephone**
Provides for telephone service.
- 6254 **Communications**
Provides funds for communication expenses, such as mobile radios and airtime for City vehicles.
- 6255 **Vehicle Leases**
Provides for expenses incurred by City for leasing vehicles.
- 6256 **Equipment Usage**
Provides for the allocation of usage cost of the office machine rental and maintenance to all departments

CHART OF ACCOUNTS

- 6257 **Business Grants**
Provides for OPA's and small business grants issued in conjunction with economic development projects.
- 6260 **Emergency Fund**
Provides funds for unanticipated emergency expenses not budgeted.
- 6261 **Admin Overhead Charge**
Provides for accounting of overhead charge administration.
- 6265 **Computer Usage**
Provides for internal service funding of citywide computer function expenses. Departments are charged on the basis of number of employees.
- 6270 **American Flag Program**
Provides funds for the purchase of American Flags, flag poles, and bracket installation and maintenance.
- 6271 **Service/Recognition/Awards**
Provides for the annual service and awards recognition functions, and for the purchase of service awards.
- 6272 **Crime Prevention Program Supplies**
Provides for the purchase of Neighborhood Watch decals, signs, and newsletter materials; for the production and bulk mailings of Business Watch and Walnut Watchword program materials; and for Lock-It Walnut materials.
- 6273 **Emergency Preparedness Supplies**
Provides for the purchase of supplies necessary for the City's emergency preparedness program.
- 6274 **Volunteer Patrol Supplies**
Provides for the purchase of supplies as necessary for the Senior Volunteer Patrol Program.
- 6275 **Cable Programming Supplies**
Provides for programming expenses (i.e., purchase/rental) of MINI DV tapes for cameras, DVDS, DVD cases and labels for production or dubbing use. Also, provides payment for the purchase of small equipment and equipment maintenance and repairs.

CHART OF ACCOUNTS

- 6276 **Tickets, Hotels, Deposits, Reservations**
Provides for the purchase of tickets, hotel reservations, deposits, and other expenses related to recreation programs such as excursions.
- 6277 **Recreation Supplies**
Provides for the purchase of supplies as necessary for recreation programs.
- 6278 **Bank Charges**
Provides for the payment of fees charged by the bank for various bank services.
- 6279 **Other Program Supplies**
Provides for the purchase of supplies i.e. (Uniforms for youth sport leagues and coaches).
- 6280 **Environmental Services Supplies**
Provides for the purchase of supplies related to environmental services programs, such as the used oil recycling program and composting fairs.
- 6281 **Festival Supplies**
Provides for the purchase and rental of supplies and materials necessary for the annual Family Festival.
- 6282 **Program Sponsorships/Registrations**
Provides for expenses incurred in relation to the City's Camp Sponsorship Program.
- 6283 **Snack Bar Supplies**
Provides for the cost of restocking the Teen Center snack bar with beverages, candy, and miscellaneous snack food items for sales during its regular operating hours.
- 6286 **Meals Program**
Provides for expenses in relation to the meal programs offered at the Senior Citizens Center.
- 6287 **Bingo Program**
Provides for expenses in relation to the bingo activities offered at the Senior Citizens Center.
- 6290 **Special Maintenance Projects**
Provides for special maintenance/repairs necessary in City parks or facilities which are beyond the scope of routine maintenance, such as grading or renovating sports fields, adding landscaping, and improving public areas.

CHART OF ACCOUNTS

6300	Principal Provides funds for payment of principal on outstanding debt.
6301	Interest Expense Provides funds for payment of interest on outstanding debt.
6302	Cost of Issuance Provides funds for bond issuance fees.
6303	Trustee Fee Provides funds for trustee administration fee.
6304	Defeasance of Funds Retirement/Closing of Bonds.
6305	County Administration Fee Provides funds for county administration fee.
6350	Loans Provides for loans made in relation to the City's housing program.
6354	Grants Provides for grants issued in relation to the City's housing program.
6999	Prior Year Adjustment Provides for after-audit adjustments to a previous fiscal year, which are identified by the city auditors.

CHART OF ACCOUNTS

CAPITAL:

<u>Object No.</u>	<u>Line Item & Description</u>
8401	Furnishings & Equipment Provides for purchase of office furniture, equipment, and furnishings for City offices.
8402	Machinery & Equipment Provides for purchase of machinery and equipment for City offices.
8403	Buildings & Structures Provides for the acquisition of permanent structures for City or Government use.
8404	Land Provides for the acquisition of land for City or Government use.
8405	Landscape Improvements Provides for the expenses incurred for landscape improvements.
8406	Irrigation Improvements Provides for the expenses incurred for irrigation improvements to replace worn-out systems, or to install new systems.
8407	Slope Restoration Provides for expenses incurred for slope restoration where failures occur.
8409	Building Improvements Provides for capital improvements to City or Government owned buildings and structures.
8410	Improvements Other Than Buildings Provides for any capital improvements for the City.
8425	Special Capital Projects Provides for expenditures in relation to incidental projects needed in the course of operations, which are beyond the scope of the department's regular operations budget.

Glossary

CITY OF WALNUT
GLOSSARY OF TERMS

AB 939

The California Integrated Waste Management Act of 1989 (AB 939) required all cities to prepare and adopt a Source Reduction and Recycling Element by July 1, 1991. Cities were to demonstrate how they intend to meet the requirements of this Act to, among other things, reduce the amount of waste disposed in landfills a total of 25% by the year 1995 and 50% by the year 2000.

Accrual

A method of accounting that recognizes the financial effect of transactions, events, and inter-fund activity when they occur, regardless of the timing of related cash flows.

Agency Funds

These funds are used to account for assets held by the City as trustee or agent for individuals, private organizations, other governmental units and/or other funds.

Air Quality Improvement Fund

This fund is used to account for the City's portion of the imposition of an additional motor vehicle registration fee of two dollars to be used to reduce air pollution from motor vehicles as approved by the State of California.

Appropriation

An authorization by the City Council to make an expenditure and to incur an obligation or debt for a specific purpose. An appropriation is usually limited in the amount and time when it may be expended. (i.e. per fiscal year)

Appropriations Limit

As a government entity in the State of California, the City is subject to the Gann Spending Limit Initiative, which limits the amount of annual appropriations of tax proceeds.

Area "D"

Area "D" Office of Emergency Services is a regional division of the State Office of Emergency Services. The division is comprised of disaster experts who work for the State, and assist member cities with their many planning and training needs for emergency preparedness.

Assessments

Charges made to parties for actual services or benefits received. For example, the County of Los Angeles maintains the storm drains for many areas throughout the City. All residents of LA County are assessed through their County taxes to offset the costs of the storm drain maintenance.

Balanced Budget

A budget in which income (revenue) is equal to expenditures. A budget may also be balanced with the use of operating reserves.

Bikeway Fund

This fund is used to account for Senate Bill 821 grant monies from the State for the construction of bikeways, ramps, and pedestrian facilities.

Budget

A plan of financial operation listing an estimate of proposed expenses and the proposed means of financing them for a particular time period. The budget is proposed until it has been approved by the City Council. The adopted budget is for one fiscal year, from July 1 to June 30.

Budget Message

A general discussion of the proposed budget as presented in writing by the City Manager to the City Council. The message contains an explanation of the principal budget items and documents included in the current adopted budget.

Capital Improvement

A permanent addition to the City's assets, including the design, construction, or purchase of land, building, or facilities, or major renovations of it.

Capital Outlay

The exchange of one asset (cash) for another (capital asset), with no ultimate effect on net assets.

Capital Projects

The major acquisition and construction separate from ongoing operating activities to account for financial resources to be used for the purchase or construction of major capital facilities financed through borrowings or contributions.

Community Development Block Grant (CDBG)

A federal grant administered by the County of Los Angeles Department of Community Development under the provisions of the 1974 Housing and Community Development Act. The funds are available to cities to provide improvements to those areas considered "blighted" under the definitions set forth in the Act.

Consumer Price Index (CPI)

An index that tracks the prices of a specified set of goods and services purchased by consumers, providing a measure of inflation (often considered a cost-of-living index).

Contingencies

Funds set aside by the City for economic uncertainties and unforeseen circumstances. One example would be public works projects. There is a contingency built into the contract amount to cover changes in design or construction that occur during the projects construction phase, which were not originally planned.

Debt Service Fund

This fund is used to account for the accumulation of resources for and the payment of interest and principal on general long-term debt.

Department

An organizational unit which has the responsibility for providing programs, activities, and/or functions in a specific field.

Expenditure

The actual spending of funds set-aside by an appropriation.

Family Festival

The City of Walnut's largest community event which is held annually. The daylong event is planned entirely by volunteers and includes a parade, 5 and 10-K runs, various booths and entertainment throughout the day.

Federal Emergency Management Agency (FEMA)

This Federal agency is responsible for emergency management preparedness in the United States. FEMA's role is to develop programs and training that will enable state and local governments to reduce the loss of life and property caused by emergencies and disasters.

Fiscal Year (FY)

A 12-month period of time to which the budget applies. For Walnut, it is July 1 through June 30.

Fund

An independent fiscal and accounting entity used to record all financial transactions related to the specific purpose for which the fund was created. For instance, the Gas Tax Fund was created in order to receive all gas tax revenue and track all expenditures, which are reimbursable under the gas tax guidelines.

Fund balance

Governmental funds that report the difference between their assets and liabilities.

General Fund

The primary fund of the City used to account for all revenues and expenditures of the City, which are not legally restricted to a particular use.

General Plan

A statement of the general policies and goals of the City for its long-term physical development.

Grant

Contributions of cash or other assets from another governmental entity to be used or expended for a specific purpose, activity, or facility. An example is the Community Development Block Grant given by the Federal Government.

Governmental funds

Funds generally used to account for tax-supported activities.

Industrial Waste Services

A county agency that enforces Los Angeles County Code Title 20, Utility Division 2, which is called the Sanitary Sewers and Industrial Waste Regulations. These regulations control what businesses are permitted to place in the sewers, and how they must dispose of and handle certain waste products, which are classified as Industrial Waste. The City is billed the inspection costs for plan checks, permit issuance, permit compliance and inspection, and enforcement costs by Industrial Waste Services.

Life in Walnut

Quarterly newsletter produced by the City and delivered to all Walnut residents through the Recreation Brochures. Each edition focuses on current issues, such as recycling and water conservation. The newsletter also highlights community events, such as the Business Exposition and the Family Festival.

Lighting & Open Space Maintenance District (LOSMD) Fund

This is a special assessment district established according to the provisions of the 1972 Lighting and Landscaping Act, to provide for the maintenance and upkeep of landscaped areas within the boundaries of the district. Residents are assessed for those costs related to their district's corresponding landscape maintenance and administration.

Long-Term Goals

Statements of high aspirations, usually representing an end result or condition toward which efforts are directed. (i.e. meeting the needs of the city as set forth by the elected official through policy directives)

Major Fund

Governmental fund or enterprise fund reported as a separate column in the basic fund financial statements.

Modified accrual basis of accounting

The basis of accounting, according to which (a) revenues are recognized in the accounting period in which they become available and measurable and (b) expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt and certain similar accrued obligations, which should be recognized when due.

Mount San Antonio Community College Relays (Mt. Sac Relays)

The annual track & field competition held each April at Mt. SAC's Hilmer Lodge Stadium in Walnut. Considered the nation's premiere track & field event.

Non-Restricted Revenues

Revenues received by the City, which can be expended for any governmental activity.

NPDES

National Pollutant Discharge Elimination System

Object Designation

The account number assigned to a department or a specific function within a department. For example 01-8002-6227 refers to General Fund (01), Business License Dept. (8002), and Contractual Services (6227).

Office of Traffic Safety

A State Agency which distributes State and Federal funds to local agencies for traffic safety programs. These programs include, but are not limited to, occupant protection, driving under the influence, emergency medical services, traffic studies, and traffic device inventory control.

Personal Computer (PC)

A desktop computer used by both employees at the City. The computers are used for word-processing, spreadsheets, and data analysis.

Programs

The 5 major categories which the City of Walnut's budget is divided up among. The 5 programs are General Government, Community Development, Public Works, Public Safety, and Community Services.

Proposition "A"

A proposition approved by the voters of Los Angeles County in 1982, which authorized an additional 1/2-cent sales tax to provide funds for local transportation projects, approved by the Los Angeles County Transportation Commission.

Proposition "C"

A proposition approved by the voters of Los Angeles County in 1990, which authorized an additional 1/2-cent sales tax to provide funds for local transportation projects, approved by the Los Angeles County Transportation Commission.

Proposition "R"

A proposition approved by the voters of Los Angeles County in November 2008, which authorized a ½ cent sales tax for transportation projects.

Reimbursement District

District formed for the purpose of providing a public improvement where funding is reimbursed by the affected property owner at the time they take advantage of the service.

Restricted Revenues

Revenues received by the City, which must be expended in specific areas or for specific purposes.

Revenues

Amount of funds received from taxes, fees, permits, licenses, interest, and inter-governmental sources during the fiscal year.

RKA Consulting Group, Inc.

A private civil engineering firm which the City contracts with to provide Building & Safety Services, LOSMD Services, and to serve as the City Engineer and Director of Municipal Services.

SB 821

SB 821 is a State legislative bill, which provides funding to local agencies for bicycle and pedestrian facilities. It is administered through the Southern California Association of Governments.

Southern California Air Quality Management District (SCAQMD)

The SCAQMD is a regional governmental agency, which regulates emissions from stationary sources. The District covers the Los Angeles, Orange, and Riverside Counties, and the non-desert areas of San Bernardino County. The SCAQMD receives its authority from the California Health and Safety Code, as it relates to the California Air Pollution Law. The district reports to the California Air Resources Board, which is a state agency.

Special Revenue funds

Used to account for the revenue derived from specific taxes or other earmarked revenue sources (other than for major capital projects) that are restricted by law or administrative action to expenditures for specific purposes.

State Gas Tax Fund

This fund accounts for the City's proportionate share of gas tax monies collected by the State of California, which are used for street construction and maintenance.

Sub-Program

Each program is divided into sub-programs that address specific departments, projects, or concerns of the City. Also, the sub-program division enables the City to more easily track costs for specific projects and departments.

Success Through Awareness & Resistance (STAR)

This program consists of a Sheriff's Deputy to provide substance abuse and narcotics education to the City's elementary school children (grades 4th, 5th, and 6th), to include instruction on the effects of drug abuse, decision making, and dealing with peer pressure.

Successor Agency

An organization created as a result of AB1X 26, the Successor Agency manages the payment listed on ROPS (Recognized Obligation Payment Schedule) to retire the debt of the dissolved Redevelopment Agency through tax funds received from the County.

Subventions

That portion of revenues collected by outside agencies on behalf of the City.

Traffic Safety Committee

A committee formed in order to discuss and make recommendations on speed control, parking regulations, signing, striping and other matters related to traffic safety and control. The Committee consists of representatives from City Hall and the Los Angeles County Sheriff's Department.

Traffic Safety Fund

This fund accounts for the vehicle code fines expended for traffic safety enforcement.

Volunteers On Patrol (VOP)

This program provides for assistance to Walnut law enforcement activities by city residents serving as volunteers. Assistance is provided in the areas of park patrol, vacation checks, business center watch, code enforcement field checks, and morning recycling and scavenging checks.

Walnut Housing Authority (WHA)

The City's housing authority was formed in 1996, and the City Council serves as the governing board, with the City Manager serving as the Executive Director. The Walnut Housing Authority was established to fund the construction of low and moderate income housing in the City of Walnut.



WALNUT, CALIFORNIA