

**CITY OF WALNUT**  
**ANNUAL BUDGET**

---



**FISCAL YEAR 2023-24**



**CITY OF WALNUT**  
**ANNUAL BUDGET**  
**FISCAL YEAR 2023-24**

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**Walnut City Council**

**Dr. Allen Wu, Mayor**  
**Nancy Tragarz, Mayor Pro Tem**  
**Eric Ching, Council Member**  
**Richard Cajulis, Council Member**  
**Linda Freedman, Council Member**

**City Manager**

**Tom Weiner**

**Budget Team**

**Karen Ogawa, Director of Finance**  
**Yvette Meza, Senior Finance Analyst**  
**Hassnaa Rashad, Finance Analyst**





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# Introduction



P.O. Box 682  
21201 La Puente Road  
Walnut, CA 91789-2018  
Telephone (909) 595-7543  
FAX (909) 595-6095  
www.cityofwalnut.org



# CITY OF WALNUT

June 28, 2023

Honorable Mayor and  
Members of the Walnut City Council

**SUBJECT: FISCAL YEAR 2023-24 ANNUAL BUDGET**

It is with pleasure that City staff once again presents to the City Council an annual budget that is conservative in revenues and expenditures, while continuing to provide the highest quality of services to our citizens. The annual budget includes \$28,032,869 in total resources from all funds, \$28,197,529 in total uses of funds, and \$4,256,829 in use of reserves. The use of reserves (\$4.3 million) is from restricted fund balances of \$2.0 million (i.e. Gas Tax, Park Improvement, ARPA, LOSMD, and Measure R), Recreation Facility Fund totaling \$1.9 million and Capital Equipment / Replacement at \$0.3 million.

General Fund resources is approximately \$16.3 million, \$15.5 million in expenditures, and operating transfers-in of approximately \$1.9 million, which results in a **surplus of approximately \$2.7 million**.

## EXECUTIVE SUMMARY

The 2023-24 Annual Budget is consistent with past years. This means Walnut will continue to provide a high level of quality services to the community. The following have been incorporated into the annual operating budget:

- Sheriff's contract increase of 7.63% and 1.0% increases in the Liability Trust Fund
- 3% COLA increases for the classified and management employees
- American Rescue Plan Act (ARPA) funds
- Continuation of LOSMD arterial expenses paid by General Fund
- LOSMD Fund deficit subsidized by Recreation Facility Fund
- General Fund expenditures for park, equestrian trail and building maintenance expenditures reimbursed from Recreation Facility Fund

## SIGNIFICANT ISSUES FACING WALNUT

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

- **Continuation of transferring direct administrative salaries and benefits from LOSMD to the General Fund** - As of this date, the General Fund has subsidized a cumulative total of \$3.4 million for LOSMD expenditures (direct administrative salaries and benefits). Aside from increasing assessments, it is necessary to look at other 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** - Recreation Facility Fund (Fund 20) is reimbursing the park, equestrian trail and building maintenance expenditures accounted for in General Fund (Fund 01). The combined total of LOSMD-Zone 9 (Fund 18) and LOSMD (Fund 19) is projected to have a deficit balance of \$543,119 and included in the annual budget reflects the subsidy by the Recreation Facility Fund.
- **American Rescue Plan Act of 2021 (ARPA)** – ARPA was signed into law on March 11, 2021 and established the Coronavirus State and Local Fiscal Recovery Fund which allocated \$360 billion to state and local governments. Walnut was allocated \$7.1 million of which we received \$3.6 million in July 2021 and \$3.6 million in June 2022. These funds can be used for revenue replacement due to the pandemic, economic assistance for small businesses, investment in water, sewer, and broadband infrastructure as well as eligible government services. ARPA funds must be obligated by December 31, 2024 and spent by December 31, 2026. Included in the annual budget is approximately \$962,000 for capital projects and law enforcement. We will return to City Council for approval of additional appropriations for eligible expenditures.

## REVENUES

Total General Fund operating revenues in Fiscal Year 2023-24 are \$55,000 lower compared to the Fiscal Year 2022-23 estimated revenues, which is primarily due to building and safety permits and sale of Proposition A funds.

Property taxes for the City is projected to increase 4% (\$328,000) due to the leveling of reassessments and the overall health of the real estate market. The amount projected for 2023-24 is approximately \$8.3 million and represents about 33% of the total revenues.

Sales tax revenues for the 2023-24 is projected to total \$2.5 million. Sales tax received by the City represents 10% of the total revenues. 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 statewide will continue to improve with a modest increase during 2023-24.

## EXPENDITURES

General Fund expenditures anticipated for Fiscal Year 2023-24 are estimated to increase 2% (\$338,995) from the Fiscal Year 2022-23 estimated expenditures. Increases from prior year estimates are primarily due to increase in law enforcement and personnel costs.

We are anticipating General Fund revenues to exceed General Fund expenditures in Fiscal Years 2022-23 by approximately \$1.1 million and in 2023-24 by approximately \$787,000.

### 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 was conducted to address the assessments; however, no election is required this year since there is no increase in assessments to fund this District.

Fiscal Year 2006-07 and prior, direct administrative salaries and benefits were charged to LOSMD. Fiscal Year 2007-08 and thereafter, these personnel expenditures were transferred to the General Fund for a cumulative total of \$3.4 million.

The maintenance and utility rates continue to increase each 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 were installed and the City has had a reduction in water costs. Staff will continue reviewing other cost sharing measures and usage of reclaimed water.

### FIVE-YEAR ECONOMIC OUTLOOK

The revenue and expenditure projections provided for Fiscal Year 2023-24 through 2027-28 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 relatively moderate increase of 2% in sales tax projections. The Village at Snow Creek shopping center continues to be one of the major contributors to the sales tax base and the City anticipates more commercial development in the coming years, which includes the "49-Acre Site" commercial component.

Property taxes have been projected to increase 3% each year. Fiscal Year 2023-24 licenses and permits are anticipated to be lower than prior year and therefore the following years are projected to be lower since the City is uncertain as to when current developments will be completed. Included in the use of money and property is interest earnings and telecommunication leases. We anticipate interest earnings to increase slightly in Fiscal Year 2023-24 and thereafter. Telecommunication lease income is projected to increase 5% each year. Restricted revenues from other agencies, i.e. Propositions A and C, Gas Tax, RMRA, Measures R, M, and A (category 1) have been projected to increase 2% each year.

The assumptions used for forecasting expenditures include 2% 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 at a rate of 4% per year. All liability and property insurance costs have been projected to have 4% increases. In addition, wherever 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.

The overall five-year outlook for the City includes surplus (revenues exceeding expenditures) for each of the future years including the continuation of Recreation Facility funding park, equestrian trail and building maintenance.

### CAPITAL PROJECTS

In addition to the Operating Budget, the five-year Capital Projects is provided for 2023-24 through 2027-28. The Capital Projects budget has decreased by \$6.3 million compared to the prior year. The decrease is primarily due to the estimated ARPA capital projects of \$4.5 million to be completed in Fiscal Year 2022-23.

Capital projects for Fiscal Year 2023-24 includes Slurry Seal Area 3 Streets, La Puente Road Rehabilitation, Grand/La Puente Intersection, Flood Plan Trail Rehabilitation projects which represent 69% (\$2.5 million) of the Capital Projects budget. Funding for these projects are funded from Federal Grant, ARPA, RMRA, Measure R, Gas Taxes, and Proposition C funds.

Although the new projects scheduled for Fiscal Year 2023-24 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 all of the projects. Furthermore, in addition to the five-year Capital Project Program the City has developed an additional five-year projection for street related projects.

### 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. Therefore, staffing will remain consistent with the prior fiscal year.

### OPERATING BUDGET FORMAT

The Fiscal Year 2023-24 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 section of the document.

SUMMARY

With the economy continuing in a positive direction, 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 prestigious schools sought by parents; crime rates remain low and the maintenance of City parks, fields, storm drains, and trails are well above regional standards.

The 2023-24 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 lengthy process and I would like to take this opportunity to acknowledge and thank City staff and our contractual partners for their contributions to this document and for their continued dedication to serving the community of Walnut.

Respectfully,



Tom Weiner  
City Manager



**RESOLUTION NO. 23-32**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WALNUT  
ADOPTING THE ANNUAL BUDGET IN THE AMOUNT OF \$28,197,529  
FOR FISCAL YEAR 2023-24**

**WHEREAS**, the City Manager has prepared the City's budget for the fiscal year commencing July 1, 2023, and ending June 30, 2024; and

**WHEREAS**, the City Council has conferred with the City Manager, City staff and the community in public meetings, and has deliberated and considered the proposed budget; and

**WHEREAS**, proceedings for adoption of the Fiscal Year 2023-2024 Annual Budget have been duly taken.

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

**SECTION 1.** The City Council finds that the City's parks, open space, and trails system is of utmost importance to the City and supports the physical character of the City and the health and welfare of its residents. The City Council further finds that offsetting maintenance and operations costs for these important public facilities by allocating funds from Recreation Facility Fund No. 20 will preserve the quality and safety of the city's parks, open space and trails without imposing an increased demand on the City's General Fund.

**SECTION 2.** The City Council finds the proposed budget, including the revenue appropriation from the Recreation Facility Fund No. 20 in the amount of \$1,373,820 to General Fund No. 01 to reimburse for building, park and equestrian trail maintenance and \$543,119 to LOSMD Fund No. 19 to pay for the LOSMD deficit, is to the City's best advantage and in the interests of the health and welfare of the City's residents. The City Council further finds that if and to the extent that the LOSMD deficit can be funded in whole or in part from revenues generated by way of a Building Permit Fee Surcharge or other source, the appropriation from Recreation Facility Fund 20 may be reduced.

**SECTION 3.** The budget is adopted as the Annual Budget for the City of Walnut for the Fiscal Year commencing July 1, 2023, and ending June 30, 2024, in the amount of \$21,997,590 and transfers out in the amount of \$2,519,939.

**SECTION 4.** The budget is adopted as the Capital Projects Budget for the City of Walnut for the Fiscal Year commencing July 1, 2023, and ending June 30, 2024, in the amount of \$3,680,000.

**SECTION 5.** At the close of the fiscal year, unexpended appropriations for authorized but, uncompleted projects in the Capital Projects Program Budget may be carried forward to the next succeeding budget upon City Council approval.

**SECTION 6.** 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, 2023, shall be automatically transferred as per the Fiscal Policy.

**SECTION 7.** There is hereby appropriated to each account set forth in said budget, the sum shown for such account in the 2023-24 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 8.** A copy of the proposed Annual Budget for the Fiscal Year 2023-24 is on file in the City Clerk’s office and will be posted to the City’s website upon adoption.

**SECTION 9.** That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

**PASSED, APPROVED AND ADOPTED** by the City Council of the City of Walnut this 28th day of June 2023.



\_\_\_\_\_  
Dr. Allen Wu, 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, do hereby certify that the foregoing Resolution No. 23-32 being:

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WALNUT  
ADOPTING THE ANNUAL BUDGET IN THE AMOUNT OF \$28,197,529  
FOR FISCAL YEAR 2023-24**

was approved and adopted by the City Council of the City of Walnut on the 28<sup>th</sup> of June 2023, by the following vote:

**AYES:            COUNCILMEMBERS: Cajulis, Ching, Freedman, Tragarz, Wu**  
**NOES:           COUNCILMEMBERS: None**  
**ABSTAIN:       COUNCILMEMBERS: None**  
**ABSENT:        COUNCILMEMBERS: None**



\_\_\_\_\_  
Teresa De Dios, City Clerk



**RESOLUTION NO. 23-31**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WALNUT  
APPROVING AND ADOPTING THE ANNUAL APPROPRIATIONS LIMIT  
IN THE AMOUNT OF \$35,344,687 FOR THE FISCAL YEAR 2023-24**

**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 2023-24 is calculated by adjusting the base year appropriations of Fiscal Year 1978-79 for changes in the cost of living and population; 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; and

**WHEREAS**, the appropriations subject to limitation in Fiscal Year 2023-24 shall be based on the 2022-23 appropriation limit of \$34,097,832 as established by Resolution No. 22-32, and recomputed based on Proposition 111 guidelines and adjusted by the California Per Capita Income change of 4.44% and the County population change of -0.75% as reported by the State Department of Finance on May 1, 2023; and

**WHEREAS**, the information reported by the State Department of Finance necessary for making these adjustments is available at City Hall 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 2023-24.

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


**SECTION 1.** That the appropriations limit in Fiscal Year 2023-24 shall be \$35,344,687 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.

**SECTION 2.** That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

**PASSED, APPROVED, AND ADOPTED** by the City Council of the City of Walnut this 28<sup>th</sup> day of June 2023.

  
\_\_\_\_\_  
Dr. Allen Wu, 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. 23-31 being:

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WALNUT  
APPROVING AND ADOPTING THE ANNUAL APPROPRIATIONS LIMIT  
IN THE AMOUNT OF \$35,344,687 FOR THE FISCAL YEAR 2023-24.**

was approved and adopted by the City Council of the City of Walnut on the 28th of June 2023, by the following vote:

**AYES:            COUNCILMEMBERS: Cajulis, Ching, Freedman, Tragarz, Wu**  
**NOES:           COUNCILMEMBERS: None**  
**ABSTAIN:       COUNCILMEMBERS: None**  
**ABSENT:        COUNCILMEMBERS: None**

  
\_\_\_\_\_  
Teresa De Dios, City Clerk

**APPROPRIATION LIMIT  
FISCAL YEAR 2023-24  
REVENUE SUBJECT TO LIMIT**

Proceeds and Non-Proceeds of Taxes:

<u>SOURCE</u>	<u>Estimate 2022-23</u>	<u>Budget 2023-24</u>
Property Tax	\$ 7,982,000	\$ 8,310,000
Sales Tax	2,400,000	2,472,000
Business License Tax	136,000	137,000
Realty Stamp Tax	160,000	160,000
State Motor Vehicle In-lieu	35,000	35,000
State Homeowners Exemption	9,500	10,000
Interest Earnings on Tax Proceeds	50,000	100,000
<b>Total Tax Proceeds</b>	<b>\$ 10,772,500</b>	<b>\$ 11,224,000</b>
<b>Non-Tax Proceeds</b>	<b>23,167,097</b>	<b>13,744,270</b>
<b>Total Revenues</b>	<b>\$ 33,939,597</b>	<b>\$ 24,968,270</b>

**APPROPRIATION LIMIT  
FISCAL YEAR 2023-24  
COMPUTATION OF LIMIT**

2022-23 Appropriation Limit		\$ 34,097,832
County of Los Angeles Population Growth Factor (A)	0.9925	
California Per Capital Personal Income Growth Factor (B)	1.0444	
Adjusted Growth Factor (A x B)		<u>1.036567</u>
<b>2023-24 Appropriation Limit (Prior Year Limit x Adjusted Growth Factor)</b>		<b><u><u>\$ 35,344,687</u></u></b>

**APPROPRIATION LIMIT  
FISCAL YEAR 2023-24  
APPROPRIATION SUBJECT TO LIMIT**

	<b>Fiscal Year 2022-23</b>	<b>Fiscal Year 2023-24</b>
Appropriation Limit per calculation	\$ 34,097,832	\$ 35,344,687
Appropriation Subject to Limit:		
Tax Proceeds	\$ 10,772,500	\$ 11,224,000
Excess Fees	-	-
	<u>\$ 10,772,500</u>	<u>\$ 11,224,000</u>
<b>Margin</b>	<b>\$ 23,325,332</b>	<b>\$ 24,120,687</b>

# 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 constituents. The City is comprised of the City Manager's Office, Finance department, Community Development, and Community Services. The City Manager's Office oversees admirations of the city, Public Information, Human Resources, City Clerk, Economic Development, Legislation, Information Technology, Public Safety, and Risk Management. The Finance department coordinates the City's budget, contracts, payroll, accounts payable/receivable, and other purchasing functions. Community Development oversees the building and planning of the City, while Community Services department coordinates and maintains the City's parks, recreation programs, and public works.



**CITY OF WALNUT**  
**Revenue and Budget Information**  
**Assumptions & Trends**

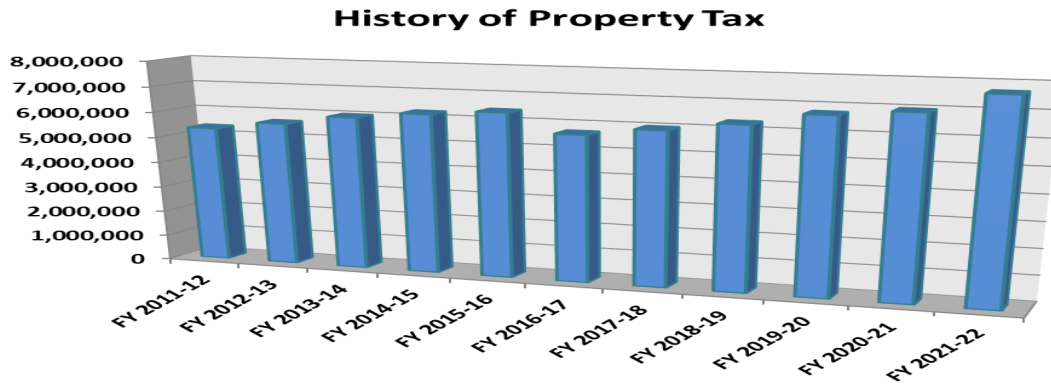
The revenue and expenditure projections provided for Fiscal Year 2023-24 through 2027-28 are based upon economic forecasts and trends for the area in which the City is located, and on information supplied by outside agencies, such as the State Department of Finance, State Board of Equalization, and the 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.

This year, the assumptions used for forecasting the revenues include a flat sales tax projections for the next couple years. Property taxes and franchise taxes have been projected to increase 3% each year. License and permit revenues are anticipated to be lower for 2023-24, therefore the following years are projected to be lower since the City is uncertain as to when current developments will be completed. Included in the use of money and property is interest earnings and telecommunication leases. The city anticipates interest earnings to increase slightly in Fiscal Year 2023-24 and thereafter. Telecommunication lease income is projected to increase 5% each year. Restricted revenues from other agencies, i.e. Propositions A and C, Gas Tax, RMRA, Measures R, M, and A (category 1) have been projected to increase 2% each year.

The assumptions used for forecasting expenditures include 2% 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 at a rate of 4% per year. All liability and property insurance costs have been projected to have 4% increases. In addition, wherever 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.







## ECONOMIC ANALYSIS

According to the Los Angeles County Economic Development Corporation (LAEDC), while recovering from the economic pain brought by the COVID-19 pandemic was predominant in 2021, inflation and the Federal Reserve’s response to it overruled the national record this past year. Rapid price increases, at levels not seen since the downturn of the 1970s and early 1980s, threatened to become rooted in the U.S. economy and hurt both households and businesses over the long term. To fight this, the Federal Reserve attempted to refresh the economy and control inflation by raising the federal funds rate seven times in 2022.

LAEDC reports that as 2023 rolls, inflation shows improvement but remains clearly high. At the same time, the economy shows continued strength, with the U.S. GDP reporting strong growth in the second half of 2022 and the labor market seeing strong job production and record low unemployment. The U.S. labor force reached 164.3 million in 2022, 748,000 higher than the pre-pandemic level in 2019. The unemployment rate, which was 5.4 percent in 2021, improved significantly during the year closing out 2022 with an annualized rate of 3.7 percent. In 2022 and beyond, economic growth portends to be more moderate, with yearly real GDP growth expected to reach 1.1 percent in 2022. In 2023, they predict an overall growth for the year will remain positive. In 2024, they forecast growth to return to 1.5 percent.

The California Legislative Analyst’s Office (LAO) estimated that California faces a \$24 Billion budget problem and ongoing deficits in 2023-24. The budget problem is mainly attributable to lower revenue estimates, which are lower than budget projections from 2021-22 through 2023-24 by \$41 billion. Over the subsequent years of the forecast, annual deficits would decline from \$17 billion to \$8 billion. Based on their estimates, the state can afford to maintain its existing school and community college programs and provide a cost-of-living adjustment of up to 8.38 percent in 2023-24. However, relative to budget act estimates and consistent with lower revenue, their estimate of required General Fund spending on schools and community colleges for 2021-22 through 2023-24 decreases by \$13 billion.

California’s labor force is anticipated to grow by 1.4 percent in 2023 and near its pre-pandemic level even as the labor market weakens. It is projected to moderate averaging 0.7 percent growth between 2024 and 2026. Similar to the nation's projections, the California's unemployment rate is projected to peak in 2025 at 5.2 percent before falling to 5 percent in 2026.

Recently, Governor Galvin Newsom released the 2023-24 Budget. To offset the significant swings in revenue caused by market volatility, Proposition 2 was passed and created new requirements for deposits into the Budget Stabilization Account or “Rainy Day Fund.” In order to make a withdrawal from this account, the Governor must first declare a fiscal emergency, and no more than 50 percent of the balance can be withdrawn in any single fiscal year. In order for California to provide a balanced budget for 2023-24, a withdrawal of \$22.4 billion in Proposition 2 Budget Stabilizer Account (Rainy Day Fund) for fiscal emergencies, \$900 million from the Safety Net Reserve, \$8.5 billion in Public School System Stabilizer Account, and an estimated \$3.8 billion in the state’s operating reserves.

Based on the state’s economic and revenue outlook stated in the 2022 Budget and the risk of high inflation, the revenue outlook is considerably different than seen in the last two years. Prior to considering solutions, the Governor’s Budget forecasts General Fund revenues will be \$29.5 billion lower than at the 2022 Budget Act projections, and California now faces an estimated budget gap of \$22.5 billion in the 2023-24 fiscal year.

It is anticipated that the City of Walnut will continue to deliver 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, 2022 the City's debt limit was approximately \$229 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 Division. 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 2023-24. 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 100% 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 or at the discretion of City Council.

### *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 ensure 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.

## *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 Heads 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 Heads 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 Division 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 Heads. The goal of these meetings is to address where spending may be cut or revenues increased in order to balance the budget.

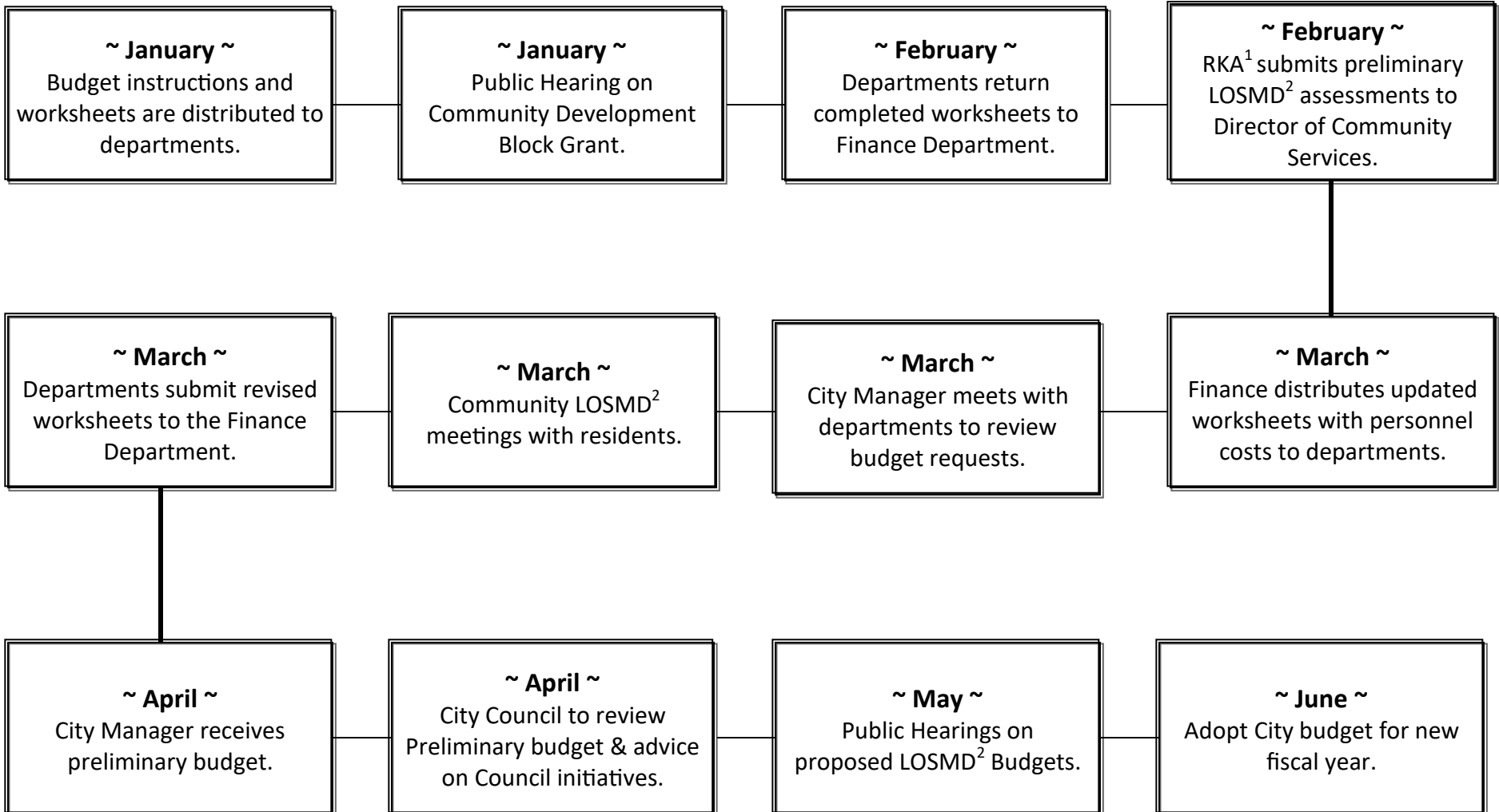
The Finance Division staff then uses all revised projections to produce a preliminary budget, which is submitted to the City Council for review. This document is made available to the public on the City website and at Walnut City Hall for review before the annual Budget Study Session. The budget is reviewed at a study session scheduled in April, wherein the City Council reviews the entire budget and directs any adjustments to be made to it. The budget is then recommended for City Council 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 are produced and distributed in late June. It is also posted on the City's website [www.cityofwalnut.org](http://www.cityofwalnut.org).

# CITY OF WALNUT BUDGET PROCESS

<sup>1</sup>RKA = RKA Consulting Group  
– Assessment Engineer

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



**CITY OF WALNUT  
BUDGET CALENDAR  
2023-24**

DATE & TIME	ACTION BY	ACTION
<b>January 10 &amp; 11, 2023</b> <i>Tuesday &amp; Wednesday</i>	City Manager/Departments Finance	Mid Year Budget Review & Budget Calendar Review <b>Distribute:</b> Budget Instructions, Revenue Worksheets, Expenditure Worksheets
<b>January 19, 2023</b> <i>Thursday</i>	Departments	Submit detail request for Part-time and Seasonal hours with completed position schedules to Finance
<b>January 25, 2023</b> <i>Wednesday</i>	City Council	Public Hearing on Community Development Block Grant
<b>January 26, 2023</b> <i>Thursday</i>	Departments	Submit completed Revenue and Expenditure Projections to Finance
<b>February 8, 2023</b> <i>Wednesday</i>	City Council	Mid-Year Additional Appropriation & Budget Update
<b>February 22, 2023</b> <i>Wednesday</i>	R K A	Submits preliminary LOSMD assessments to Community Services
<b>March 7, 2023</b> <i>Thursday</i>	Finance	Finance Distributes completed Preliminary Personnel, Operations, and Capital budgets to departments Distribute Recap by Fund Schedule to City Manager
<b>March 8, 2023</b> <i>Wednesday</i>	City Council Community Services	45-day notice for LOSMD Hearing
<b>March 14 &amp; 15, 2023</b> <i>Tuesday &amp; Wednesday</i>	City Manager/Departments	City Manager meets with departments to review budget requests.
<b>March 22, 2023</b> <i>Wednesday by 5:00 p.m.</i>	Departments	Submit final changes to Finance
<b>March 27, 2023</b> <i>Monday at 7:00 p.m.</i>	Community Services	Community meeting with LOSMD residents
<b>April 12, 2023</b> <i>Wednesday at 5:00 p.m.</i>	City Council/City Manager Departments	Budget Workshop Meeting
<b>April 26, 2023</b> <i>Wednesday at 5:00 p.m.</i>	City Council/City Manager Departments	Budget Workshop Meeting Continued
<b>May 10, 2023</b> <i>Wednesday at 7:00 p.m.</i>	City Council	Public Hearing on LOSMD Budgets
<b>May 17, 2023</b> <i>Wednesday at 7:00 p.m.</i>	Planning Commission Community Development	2023-24 CIP conformity with the City's General Plan
<b>June 1, 2023</b> <i>Thursday</i>	City Clerk/Finance	CIP Budget - 10 day Public Hearing Notice
<b>June 28, 2023</b> <i>Wednesday</i>	City Council	Public Hearing on CIP Adopt 2023-24 to 2027-28 CIP
<b>June 28, 2023</b> <i>Wednesday</i>	City Council	Adopt 2023-24 Budget
<b>June 28, 2023</b> <i>Wednesday</i>	City Council	Adopt 2023-24 Appropriations Limit
<b>June 28, 2023</b> <i>Wednesday</i>	Authority Members	Adopt 2023-24 WHA Budget

## **BUDGET AMENDMENT PROCEDURES**

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

**Continuing Appropriations:** At the end of each fiscal year, the Finance Division requests that each department review their budgets for programs where expenditures are still outstanding. This may include appropriations for authorized, yet outstanding uncompleted projects. Continuing Appropriation requests are approved by the City Council upon recommendation by the Director of Administrative Services and/or City Manager.

**Additional Appropriations:** 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, purchase of land, or major renovations to buildings or facilities.

The 2023-24 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 2023-24, 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 Program 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 2023-24 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 2022-23, or prior years. These projects were not completed as of June 30, 2023; therefore, the remaining balance of corresponding appropriations is carried over into the new Fiscal Year 2023-24 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 Gas Tax Fund, Road Maintenance Rehabilitation Account Fund (RMRA), Park Improvement Fund, American Rescue Plan Act Fund (ARPA), Proposition C Fund, Bikeway Fund, Measure R Fund, Federal Grant Fund, Measure M Fund, Capital Equipment Fund, and Measure W Fund. The Capital Projects Fund was established by City Council to maintain and improve infrastructure within the City of Walnut. The above mentioned funds are restricted funding sources that may only be utilized to fund certain projects or potential facilities.

For Fiscal Year 2023-24, the capital projects include Meadow Pass off-site mitigation, Slurry Seal projects, city wide sidewalk repairs, storm water projects, La Puente Road Rehabilitation, Grand/La Puente Intersection project, flood plain trail rehabilitation, Heidelberg Park improvements, Creekside Park improvements, trail projects, Ashley Park Renovation Project, Gym/Teen Center improvements, and city wide sign replacement. These projects have no impact on 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 as it will decrease the need for future maintenance. Projects such as slurry seal extend the life of streets by 7 years, and trail improvements extend the life by 10 years. These projects represent several replacement and rehabilitation projects of existing infrastructure which decrease the operating expenditures as 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 2023-24 will have an impact of \$3,680,000 on the City's Capital Improvement Projects budget. This includes \$105,000 in meadow pass off-site mitigation, \$775,000 in slurry seal, \$100,000 in sidewalk repairs, \$250,000 in storm water projects, \$850,000 in La Puente Road Rehabilitation, \$300,000 in Grand/La Puente Intersection, \$600,000 in flood plain trail rehabilitation, \$300,000 in park improvements, \$100,000 in trail projects, \$200,000 in gym/teen Center improvements, and \$100,000 city wide sign replacement.

Funding for these projects in the amount of \$180,000 will be through Capital/Equipment Outlay, \$184,000 through Gas Tax, \$650,000 through RMRA, \$500,000 through Park Improvement, \$600,000 through ARPA, \$400,000 through Proposition C, \$25,000 through Bikeway, \$625,000 through Measure R, \$166,000 through Federal Grants, \$100,000 through Measure M, and \$250,000 through Measure W.

During 2010-11, Walnut completed the construction of Meadow Pass Road. The completion of this project impacted the operating budget for mitigation and monitoring of the newly constructed road starting in 2011-12. For 2023-24, the impact on the operating budget for General Fund is approximately \$37,000.

## APPROPRIATION 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 2023-24 appropriation limit has been provided by the State of California Department of Finance.

The following summarizes the Fiscal Year 2023-24 Appropriation Limit

Appropriation Limit:

FY 2022-23 Appropriation Limit	\$34,097,832
Adjustment Factor	1.036567
FY 2023-24 Appropriation Limit	\$35,344,687
FY 2023-24 Appropriation Subject to Limit	\$11,224,000

## 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 79 degrees in the summer. The annual rainfall for the city is 17 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 Geronio 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 businesses at Snow Creek Village continue to provide a boost to local tax revenues. The City's top employer is Mount San Antonio Community College with 3,652 employees, followed by Nina's Mexican Foods, Inc. with 140 employees. The businesses in the City are mainly small businesses with an average of 6 employees. The majority of businesses in the City are wholesalers.

The *City of Walnut* is approximately 96% Residential and 4% Commercial/Industrial and is 98% built out.

**CITY OF WALNUT**  
**Miscellaneous Statistics**  
**June 30, 2023**

Type of City	General Law - January 19, 1959
Form of Government	City Council/City Manager
Population	28,094 (as of 1/1/2022)
Land Area	8.9 Square Miles
Number of Parks	11
Park Area	105.2 Acres
Equestrian/Hiking Trails	33 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	35 Full-time
Cost Per Capita	\$727 (as of 6/30/22)

*Source: City of Walnut Finance Division and California Department of Finance (dof.ca.gov)*

**Election and Voter Registration**

Number of registered voters (November 2022)	19,377
Percent voted in last general election (November 2020)	81.8%
Number of vote-by-mail ballots (2020)	12,733
Number of precinct ballots (2020)	2,727

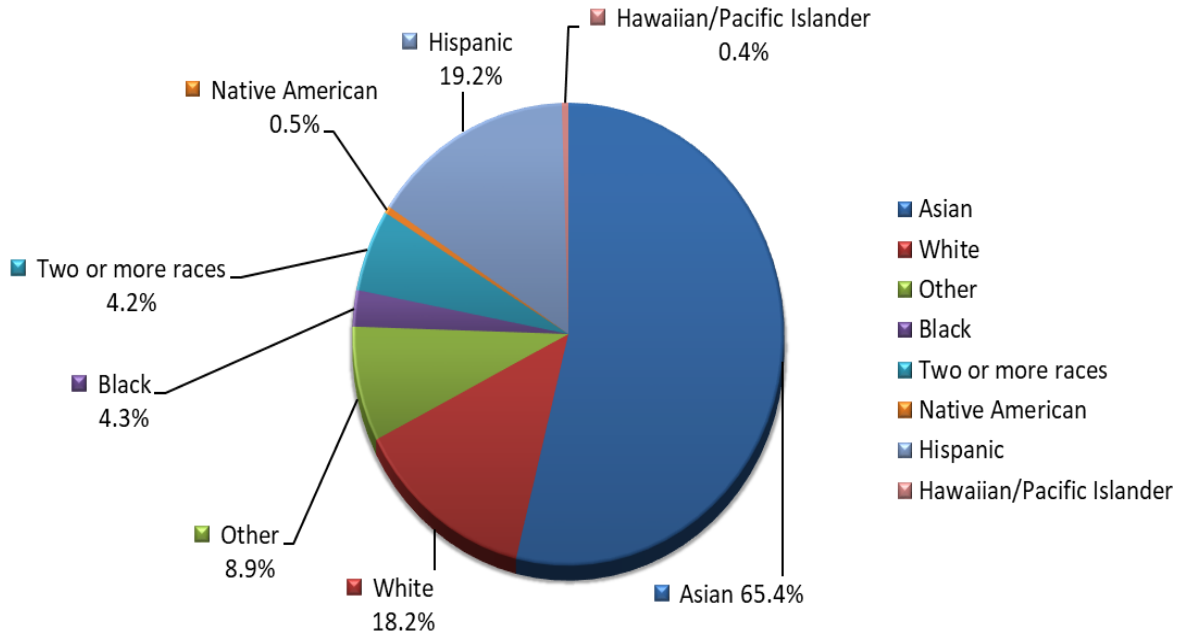
*Source: The 2022 Election was cancelled. City of Walnut Administration Department – City Clerk*

## Demographics

	City of Walnut	State of California
<b>Population Characteristics</b>		
Median Age	45.8	37.6
Average Household Size	3.30	2.90
<b>Ethnicity</b>		
Asian	65.6%	15.9%
White	16.5%	71.1%
Other	9.8%	35.2%
Black	3.1%	6.5%
Two or more races	7.0%	4.2%
Native American	0.6%	1.7%
Hispanic	18.5%	40.2%
Hawaiian/Pacific Islander	0.6%	0.5%
<b>Education</b>		
Bachelors Degree	55.8%	35.3%
High School or Higher	93.1%	84.2%
Housing Units	9,197	14,512,281
Median Household Income:	\$121,882	\$84,097

**Source:** 2020/2021 Census Data (Census.gov & Censusreporter.org), State Department of Finance – Property and Housing Estimates (dof.ca.gov)

### City of Walnut Population by Race



Source: 2020 Census Data

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

	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Square Miles	8.83	8.83	8.83	8.83	8.83
Number of Housing Units	9,022	9,046	9,061	9,074	9,197
Population	30,457	30,551	29,929	29,835	28,094
Personal Income	1,099,822	1,105,292	1,173,576	1,232,966	1,240,889
Per Capita Personal Income	36,110	36,178	39,211	41,326	44,169
Unemployment Rate	3.5%	3.6%	3.4%	10.2%	6.8%
Average Annual Population % change	1.07%	0.31%	-2.04%	-0.31%	-5.84%

**Sources:**

- City of Walnut Finance Division, as of June 30, 2022
- California 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	3,652	49%	Community College
Nina's Mexican Foods, Inc.	140	2%	Manufacturer
Edro Engineering Company, Inc.	102	1%	Engineering
Vons #2167	89	1%	Grocery Store
Alliance Industrial Refrigeration	81	1%	Industrial Refrigeration
Ronsin Photocopy, Inc.	78	1%	Photocopy Manufacturer
Stater Brothers Market #168	71	1%	Grocery Store
TJ Maxx #682	66	1%	Retail
Sodexo, Inc.	56	1%	Food Service Management
Fairway Injections Molds, Inc.	50	1%	Manufacture Mold Bases
Home Goods #282	47	1%	Retail
McDonald's	43	1%	Fast-food
Panera Bread #1630	39	1%	Restaurant

**Source:** *City of Walnut Finance Division  
As of June 30, 2022*



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished Budget  
Presentation Award*

PRESENTED TO

**City of Walnut  
California**

For the Fiscal Year Beginning

**July 01, 2022**

*Christopher P. Morill*

**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, 2021. 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  
FISCAL YEAR 2022-23 and 2023-24**

	<u>2023-24 Budget</u>	<u>2022-23 Estimate</u>	<u>Increase/ (Decrease)</u>
<b>Revenues</b>			
Non-Restricted Revenues	\$ 16,280,680	\$ 16,310,630	\$ (29,950)
Restricted Revenues	8,687,590	17,628,967	(8,941,377)
Walnut Housing Authority Revenues	544,660	467,370	77,290
Sub-total Revenues	<u>\$ 25,512,930</u>	<u>\$ 34,406,967</u>	<u>\$ (8,894,037)</u>
Transfer-in	<u>\$ 2,519,939</u>	<u>\$ 2,401,969</u>	<u>117,970</u>
<b>Total Revenues</b>	<u><u>\$ 28,032,869</u></u>	<u><u>\$ 36,808,936</u></u>	<u><u>\$ (8,776,067)</u></u>
<b>Expenditures</b>			
Personnel	\$ 6,551,720	\$ 6,131,560	420,160
Operations	15,045,930	14,854,075	191,855
Capital Outlay	399,940	598,400	(198,460)
Sub-total	<u>\$ 21,997,590</u>	<u>\$ 21,584,035</u>	<u>\$ 413,555</u>
Capital Projects	<u>\$ 3,680,000</u>	<u>\$ 9,930,633</u>	<u>(6,250,633)</u>
Transfers-out	<u>2,519,939</u>	<u>2,401,969</u>	<u>117,970</u>
<b>Total Expenditures</b>	<u><u>\$ 28,197,529</u></u>	<u><u>\$ 33,916,637</u></u>	<u><u>\$ (5,719,108)</u></u>
<b>Fund Balance</b>			
Estimated Fund Balance at June 30	\$ 40,989,359	\$ 38,097,060	2,892,299
Net change in Fund Balance	(164,660)	2,892,299	(3,056,959)
<b>Estimated Fund Balance at 06.30.24</b>	<u><u>\$ 40,824,699</u></u>	<u><u>\$ 40,989,359</u></u>	<u><u>\$ (164,660)</u></u>
<b>Use of Reserves</b>			
Restricted Fund Balances	\$ 2,047,020	\$ 1,990,661	56,359
General Fund	-	-	-
Recreation Facility	1,916,939	1,813,385	103,554
Capital Equipment/Replacement	280,000	470,480	(190,480)
Facility Maintenance	-	-	-
OPEB Liability	<u>12,870</u>	<u>10,800</u>	<u>2,070</u>
<b>Total Use of Reserves</b>	<u><u>\$ 4,256,829</u></u>	<u><u>\$ 4,285,326</u></u>	<u><u>\$ (28,497)</u></u>

**CITY OF WALNUT**

**2023-24**

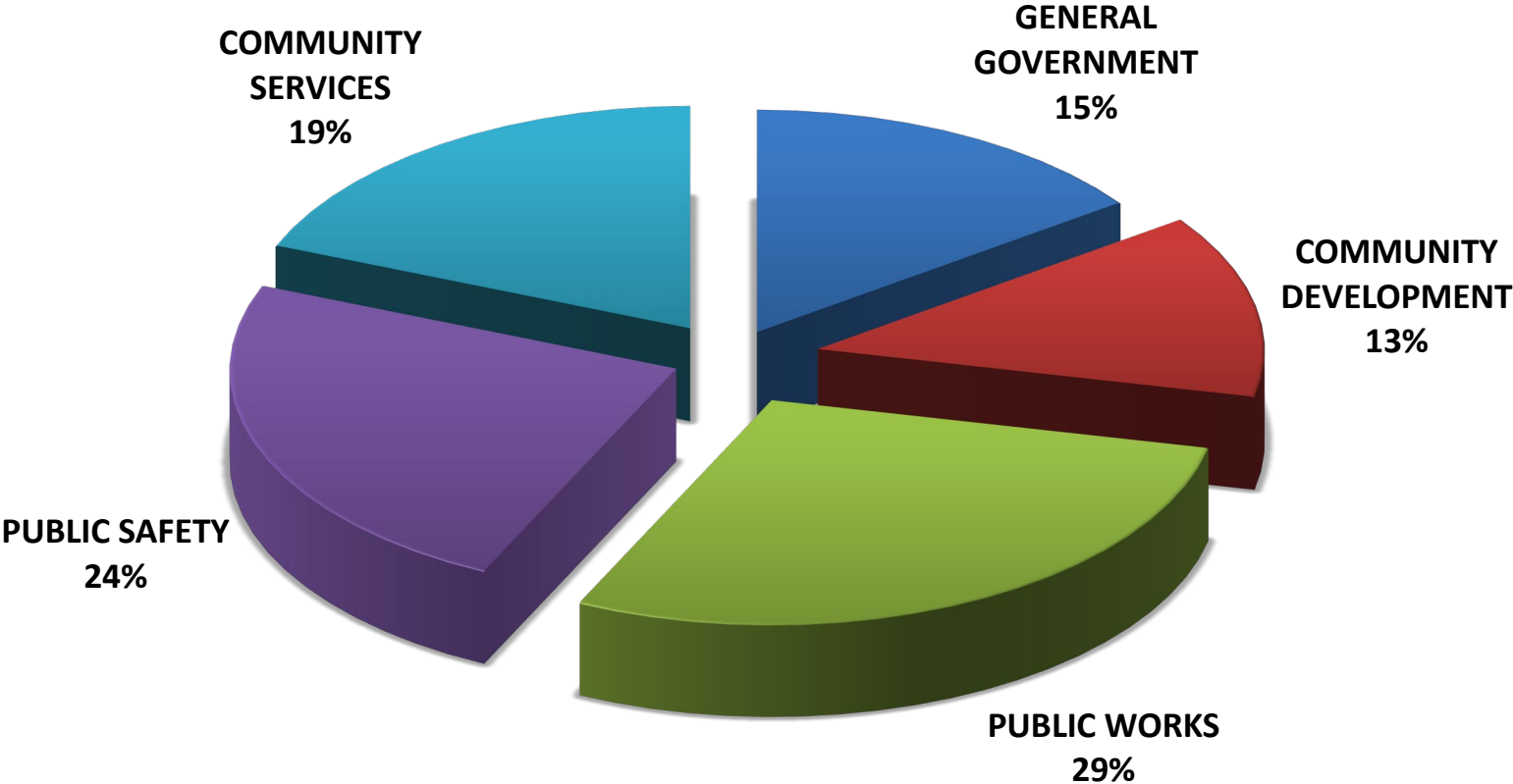
**CONTINUING APPROPRIATIONS**

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## 2023-24 APPROPRIATIONS SUMMARY

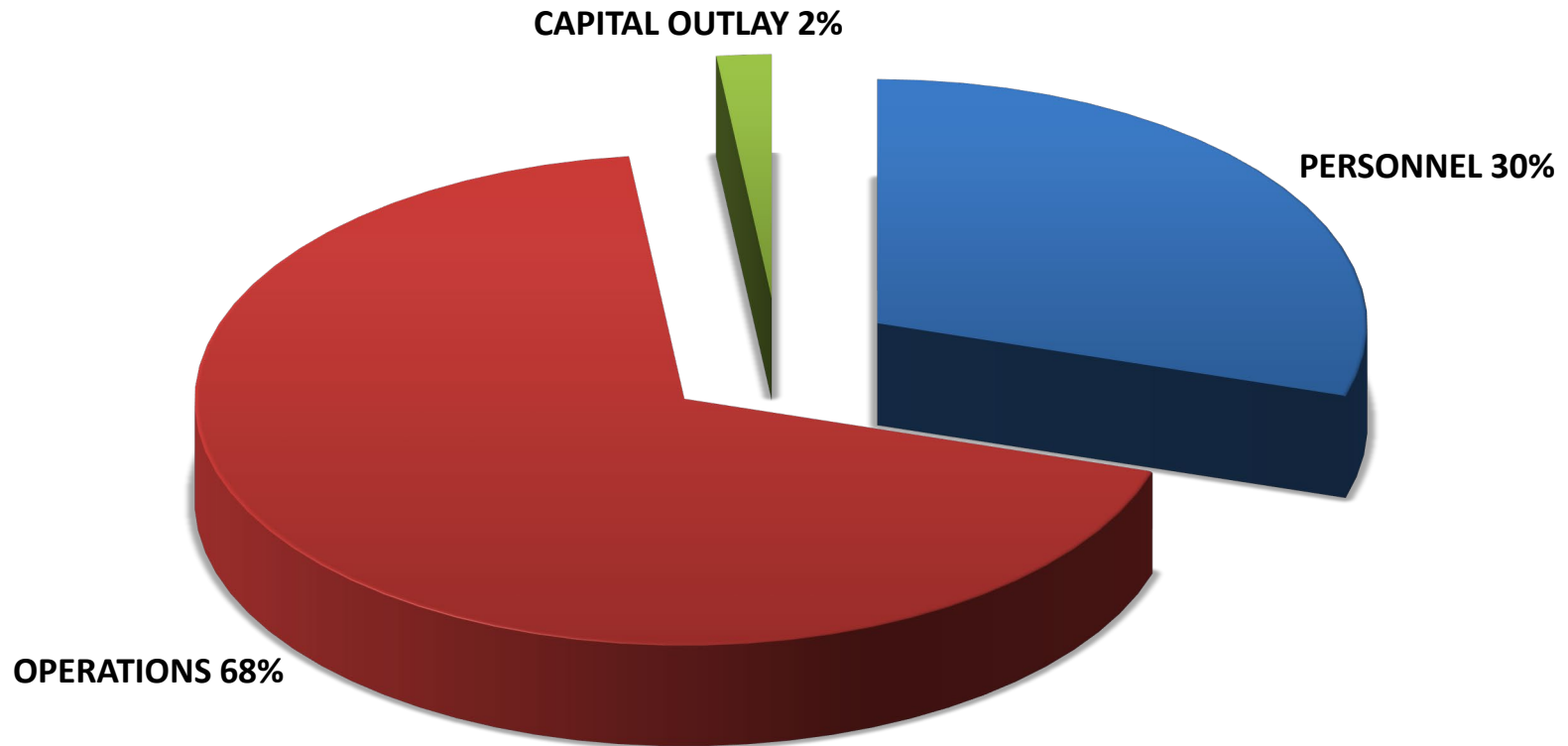
ACTIVITY	2021-22		2022-23		2023-24
	ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
<b><u>PERSONNEL</u></b>					
GENERAL GOVERNMENT	1,890,178	1,925,040	2,058,770	1,924,620	2,141,150
COMMUNITY DEVELOPMENT	1,492,827	1,507,280	1,390,740	1,171,600	1,236,760
PUBLIC WORKS	806,189	887,260	887,260	817,670	876,280
PUBLIC SAFETY	148,618	192,340	209,550	162,130	214,050
COMMUNITY SERVICES	1,849,602	2,152,590	2,152,590	2,055,540	2,083,480
<b>TOTAL PERSONNEL</b>	<b>\$6,187,414</b>	<b>\$6,664,510</b>	<b>\$6,698,910</b>	<b>\$6,131,560</b>	<b>\$6,551,720</b>
<b><u>OPERATIONS</u></b>					
GENERAL GOVERNMENT	1,048,327	1,028,180	1,121,640	1,099,965	<b>\$1,137,970</b>
COMMUNITY DEVELOPMENT	1,304,372	1,961,370	2,765,980	2,064,700	<b>\$1,588,650</b>
PUBLIC WORKS	4,467,104	4,965,350	5,008,426	5,107,540	<b>\$5,172,280</b>
PUBLIC SAFETY	4,414,294	4,601,250	4,694,310	4,605,160	<b>\$5,063,750</b>
COMMUNITY SERVICES	1,572,541	2,068,830	2,070,330	1,976,710	<b>\$2,083,280</b>
<b>TOTAL OPERATIONS</b>	<b>\$12,806,637</b>	<b>\$14,624,980</b>	<b>\$15,660,686</b>	<b>\$14,854,075</b>	<b>\$15,045,930</b>
<b><u>SUBTOTAL</u></b>					
GENERAL GOVERNMENT	2,938,504	2,953,220	3,180,410	3,024,585	3,279,120
COMMUNITY DEVELOPMENT	2,797,199	3,468,650	4,156,720	3,236,300	2,825,410
PUBLIC WORKS	5,273,293	5,852,610	5,895,686	5,925,210	6,048,560
PUBLIC SAFETY	4,562,912	4,793,590	4,903,860	4,767,290	5,277,800
COMMUNITY SERVICES	3,422,143	4,221,420	4,222,920	4,032,250	4,166,760
<b>SUBTOTAL</b>	<b>\$18,994,051</b>	<b>\$21,289,490</b>	<b>\$22,359,596</b>	<b>\$20,985,635</b>	<b>\$21,597,650</b>
<b><u>CAPITAL</u></b>					
GENERAL GOVERNMENT	3,546	100,000	253,000	250,000	<b>\$50,000</b>
COMMUNITY DEVELOPMENT	146,906	97,460	97,460	97,460	<b>\$99,350</b>
PUBLIC WORKS	115,169	250,940	250,940	250,940	<b>\$250,590</b>
PUBLIC SAFETY	0	0	0	0	<b>\$0</b>
COMMUNITY SERVICES	0	0	0	0	<b>\$0</b>
<b>TOTAL CAPITAL</b>	<b>\$265,621</b>	<b>\$448,400</b>	<b>\$601,400</b>	<b>\$598,400</b>	<b>\$399,940</b>
<b><u>TOTAL</u></b>					
GENERAL GOVERNMENT	2,942,050	3,053,220	3,433,410	3,274,585	3,329,120
COMMUNITY DEVELOPMENT	2,944,105	3,566,110	4,254,180	3,333,760	2,924,760
PUBLIC WORKS	5,388,462	6,103,550	6,146,626	6,176,150	6,299,150
PUBLIC SAFETY	4,562,912	4,793,590	4,903,860	4,767,290	5,277,800
COMMUNITY SERVICES	3,422,143	4,221,420	4,222,920	4,032,250	4,166,760
<b>TOTAL</b>	<b>\$19,259,672</b>	<b>\$21,737,890</b>	<b>\$22,960,996</b>	<b>\$21,584,035</b>	<b>\$21,997,590</b>

**EXPENDITURE SUMMARY  
(ALL FUNDS)  
FISCAL YEAR 2023-24**



**Total Budget  
\$21,997,590**

# EXPENDITURES BY CATEGORY FISCAL YEAR 2023-24



**Total Budget  
\$21,997,590**

**CITY OF WALNUT  
2021-22  
STATEMENT OF FUND BALANCES**

FUND NO.	FUND	6/30/2021 ACTUAL FUND BAL.	2021-22 ACTUAL REVENUE	2021-22 ACTUAL PROJECTS	2021-22 ACTUAL OPERATING	FUND TRANSFERS	6/30/2022 ACTUAL FUND BAL.
01	GENERAL	11,451,272	14,501,050	84,377	13,963,476	(1) (2) 1,217,720 (10,219)	13,111,970
02	GAS TAX	250,358	697,657	-	551,641	-	396,374
03	RMRA	-	593,123	500,000	-	(2) (35,848)	57,275
05	TRAFFIC SAFETY	-	49,821	-	79,926	(2) 30,104	(1)
06	PARK IMPROV	223,396	449,574	-	-	-	672,970
07	COPS	448,354	155,457	-	84,238	-	519,573
08	ARPA	16	586,019	102,818	504,197	(2) (19,942)	(40,922)
09	AIR QUALITY	25,233	38,160	-	32,399	-	30,994
11	WASTE MGMT	-	-	-	-	-	-
12	CDBG	2	170,250	-	170,247	-	5
13	PROP C	608,927	617,650	306,200	-	-	920,377
14	BIKEWAY	-	9,800	9,800	-	-	-
15	LACMTA (STPL)	6,967	(81)	-	-	-	6,886
16	MEASURE R	101,435	465,919	-	-	-	567,354
18	LOSMD - Zone 9	497,134	670,599	-	616,454	-	551,279
19	LOSMD	(200,568)	1,730,134	-	2,039,639	-	(510,073)
20	RECREATION FACILITY	14,787,453	-	8,702	-	(1) (1,217,720)	13,561,031
21	MEASURE M	339,402	525,941	1,779	331,269	-	532,295
23	PROP A	991,888	740,230	-	212,347	-	1,519,771
25	CAP/EQUIP REP	1,818,477	-	22,815	42,287	-	1,753,375
26	FACILITY MAINT	121,657	-	-	-	-	121,657
27	PARK GRANTS	-	-	-	-	-	-
28	MEASURE "A" (M&S)	-	13,532	26,775	22,662	(2) 35,905	-
29	MEASURE "W"	174,960	494,027	28,999	87,207	-	552,781
31	TRF CONGEST RELIEF	83,228	(418)	76,792	-	-	6,018
32	USED OIL GRANT	5,000	-	-	4,999	-	1
33	RECYCLING GRANT	7,809	7,718	-	7,809	-	7,718
35	CABLE TV-EDUC	196,668	34,833	-	7,096	-	224,405
37	MEASURE "A" (CAT 1)	-	-	-	-	-	-
41	WHA	-	495,910	-	495,910	-	-
50	GEN LIABILITY	1,000,000	-	-	-	-	1,000,000
51	OPEB LIABILITY	739,944	-	-	5,870	-	734,074
52	PENSION TRUST FUND	2,021,362	(221,489)	-	-	-	1,799,873
	Total	35,700,374	22,825,416	1,169,057	19,259,673	-	38,097,060

(1) Transfer funds to General Fund to match expenditures

(2) Transfer for deficit fund balance

**CITY OF WALNUT  
2022-23  
STATEMENT OF FUND BALANCES**

<b>FUND NO.</b>	<b>FUND</b>	<b>6/30/2022 ACTUAL FUND BAL.</b>	<b>2022-23 ESTIMATED REVENUE</b>	<b>2022-23 ESTIMATED PROJECTS</b>	<b>2022-23 ESTIMATED OPERATING</b>	<b>FUND TRANSFERS</b>	<b>6/30/2023 ESTIMATED FUND BAL.</b>
01	GENERAL	13,111,970	16,305,630	196,630	15,124,735	(1) (2) 1,402,660 (535,584)	14,963,311
02	GAS TAX	396,374	731,580	-	639,200	-	488,754
03	RMRA	57,275	631,260	600,000	-	-	88,535
05	TRAFFIC SAFETY	(1)	61,100	-	96,120	(2) 35,021	-
06	PARK IMPROV	672,970	3,055,630	1,338,510	-	-	2,390,090
07	COPS	519,573	177,300	-	157,870	-	539,003
08	ARPA	(40,922)	6,494,085	4,478,870	410,610	-	1,563,683
09	AIR QUALITY	30,994	40,030	-	41,000	-	30,024
11	WASTE MGMT	-	53,000	-	-	(1) (53,000)	-
12	CDBG	5	127,365	-	127,370	-	-
13	PROP C	920,377	623,500	769,020	-	-	774,857
14	BIKEWAY	-	25,000	-	-	-	25,000
15	LACMTA (STPL)	6,886	30	-	-	-	6,916
16	MEASURE R	567,354	462,850	200,000	-	-	830,204
18	LOSMD - Zone 9	551,279	703,530	-	788,990	-	465,819
19	LOSMD	(510,073)	1,728,380	-	2,147,850	(2) 463,725	(465,818)
20	RECREATION FACILITY	13,561,031	-	-	-	(1) (1,349,660) (2) (463,725)	11,747,646
21	MEASURE M	532,295	522,290	200,000	364,000	-	490,585
23	PROP A	1,519,771	780,690	-	731,880	-	1,568,581
25	CAP/EQUIP REP	1,753,375	-	370,480	100,000	-	1,282,895
26	FACILITY MAINT	121,657	-	-	-	-	121,657
27	PARK GRANTS	-	680,000	680,000	-	-	-
28	MEASURE "A" (M&S)	-	99,437	550,000	50,000	(2) 500,563	-
29	MEASURE "W"	552,781	501,120	547,123	205,000	-	301,778
31	TRF CONGEST RELIEF	6,018	30	-	-	-	6,048
32	USED OIL GRANT	1	-	-	-	-	1
33	RECYCLING GRANT	7,718	7,690	-	7,690	-	7,718
35	CABLE TV-EDUC	224,405	38,070	-	113,550	-	148,925
37	MEASURE "A" (CAT 1)	-	85,000	-	-	-	85,000
41	WHA	-	467,370	-	467,370	-	-
50	GEN LIABILITY	1,000,000	-	-	-	-	1,000,000
51	OPEB LIABILITY	734,074	-	-	10,800	-	723,274
52	PENSION TRUST FUND	1,799,873	5,000	-	-	-	1,804,873
	Total	38,097,060	34,406,967	9,930,633	21,584,035	-	40,989,359

(1) Transfer funds to General Fund to match expenditures

(2) Transfer for deficit fund balance



**CITY OF WALNUT  
2023-24  
STATEMENT OF FUND BALANCES**

FUND NO.	FUND	6/30/2023 ESTIMATED FUND BAL.	2023-24 ESTIMATED REVENUE	2023-24 ESTIMATED PROJECTS	2023-24 ESTIMATED OPERATING	FUND TRANSFERS	6/30/2024 ESTIMATED FUND BAL.
01	GENERAL	14,963,311	16,250,680	-	15,463,730	(1) (2) 1,426,820 490,210	17,667,291
02	GAS TAX	488,754	818,130	184,000	715,420	-	407,464
03	RMRA	88,535	704,920	650,000	-	-	143,455
05	TRAFFIC SAFETY	-	59,500	-	119,290	(2) 59,790	-
06	PARK IMPROV	2,390,090	129,370	500,000	-	-	2,019,460
07	COPS	539,003	189,830	-	174,250	-	554,583
08	ARPA	1,563,683	16,830	600,000	362,000	-	618,513
09	AIR QUALITY	30,024	40,810	-	41,000	-	29,834
11	WASTE MGMT	-	53,000	-	-	(1) (53,000)	-
12	CDBG	-	130,600	-	130,600	-	-
13	PROP C	774,857	697,340	400,000	-	-	1,072,197
14	BIKEWAY	25,000	32,000	25,000	-	-	32,000
15	LACMTA (STPL)	6,916	200	-	-	-	7,116
16	MEASURE R	830,204	518,380	625,000	-	-	723,584
17	FEDERAL GRANT	-	166,000	166,000	-	-	-
18	LOSMD - Zone 9	465,819	738,710	-	788,990	-	415,539
19	LOSMD	(465,818)	1,728,380	-	2,221,220	(2) 543,119	(415,539)
20	RECREATION FACILITY	11,747,646	-	-	-	(1) (1,373,820) (2) (543,119)	9,830,707
21	MEASURE M	490,585	583,960	100,000	403,000	-	571,545
23	PROP A	1,568,581	858,050	-	556,220	-	1,870,411
25	CAP/EQUIP REP	1,282,895	-	180,000	100,000	-	1,002,895
26	FACILITY MAINT	121,657	-	-	-	-	121,657
27	PARK GRANTS	-	-	-	-	-	-
28	MEASURE "A" (M&S)	-	575,000	-	25,000	(2) (550,000)	-
29	MEASURE "W"	301,778	509,460	250,000	215,000	-	346,238
31	TRF CONGEST RELIEF	6,048	180	-	-	-	6,228
32	USED OIL GRANT	1	-	-	-	-	1
33	RECYCLING GRANT	7,718	7,720	-	7,340	-	8,098
35	CABLE TV-EDUC	148,925	41,840	-	32,000	-	158,765
37	MEASURE "A" (CAT 1)	85,000	87,380	-	85,000	-	87,380
41	WHA	-	544,660	-	544,660	-	-
50	GEN LIABILITY	1,000,000	-	-	-	-	1,000,000
51	OPEB LIABILITY	723,274	-	-	12,870	-	710,404
52	PENSION TRUST FUND	1,804,873	30,000	-	-	-	1,834,873
	Total	40,989,359	25,512,930	3,680,000	21,997,590	-	40,824,699

(1) Transfer funds to General Fund to match expenditures  
(2) Transfer for deficit fund balance

**CITY OF WALNUT  
2023-24  
TEN-YEAR OPERATING REVENUE HISTORY**

	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
<b>GENERAL FUND</b>										
Property Taxes	5,641,665	5,995,275	6,238,353	6,408,855	5,700,002	5,984,693	6,306,157	6,756,964	6,962,461	7,682,276
Other Taxes	2,760,136	2,779,657	2,855,598	3,205,950	3,574,950	3,515,040	3,585,112	3,202,458	3,394,294	4,019,929
Licenses & Permits	551,180	754,434	785,402	961,562	1,829,914	805,839	895,015	669,135	932,146	1,236,393
Use of Money	182,529	487,104	427,323	404,421	420,190	688,512	1,180,012	1,048,627	382,657	64,191
Revenue from Other Agencies	24,157	146,166	145,339	22,377	26,157	49,026	22,132	458,286	660,194	50,363
Recreation Services	739,734	898,503	553,318	805,406	633,498	774,412	762,180	500,814	75,725	493,619
Charges for Service	387,614	452,467	395,802	844,546	413,787	429,479	436,331	745,866	541,827	693,005
Other Revenue	888,052	782,252	545,689	528,694	464,055	530,996	2,744,421	647,249	789,685	261,273
<b>Total General Fund</b>	<b>11,175,067</b>	<b>12,295,858</b>	<b>11,946,824</b>	<b>13,181,811</b>	<b>13,062,553</b>	<b>12,777,997</b>	<b>15,931,360</b>	<b>14,029,399</b>	<b>13,738,989</b>	<b>14,501,049</b>
Gas Tax Fund	738,976	1,022,814	826,255	662,200	578,194	604,248	592,465	665,782	655,351	697,657
RMRA	-	-	-	-	-	176,596	566,712	536,842	506,317	593,124
Traffic Safety Fund	256,611	266,498	171,894	206,391	103,801	135,293	98,668	79,710	35,859	49,821
Park Improvement Fund	-	-	-	998,454	297,630	119,090	38,910	237,211	(920)	449,574
COPS Fund	99,744	101,678	107,219	115,745	131,023	140,246	157,048	164,435	157,119	155,456
ARPA Fund	-	-	-	-	-	-	-	-	16	586,019
Air Quality Management Fund	35,204	38,490	37,817	38,682	38,492	38,533	39,505	38,599	39,093	38,160
Waste Management Fund	82,945	99,476	76,935	100,736	64,099	73,146	52,050	51,550	50,450	-
Housing and Community Development	130,017	239,871	138,393	129,793	187,935	113,837	83,853	102,042	309,555	170,250
Prop C Transit Fund	417,457	435,533	452,134	463,314	469,689	469,045	519,277	498,709	509,743	617,650
Bikeway Fund	20,000	18,000	24,280	-	38,910	20,060	21,490	14,800	18,000	9,800
LACMTA Exchange	151,000	-	498,000	836	523,578	635	1,759	157	3	(81)
Measure R	315,481	323,343	337,632	344,499	352,717	353,088	386,356	364,034	383,602	465,919
Landscape & Open Space Maintenance	2,538,271	2,279,177	2,159,654	2,109,527	2,265,337	2,381,313	2,613,020	2,377,815	2,397,015	2,400,733
Recreation Facility	350,000	-	-	-	-	12,487,410	-	-	-	-
Measure M	-	-	-	-	-	316,721	427,720	418,666	434,242	525,941
Prop A Transit Fund	504,090	513,347	536,468	552,155	563,266	568,032	655,422	626,280	611,504	740,230
Capital Equipment Replacement Fund	-	92,320	-	2,658	300	-	-	31,552	-	-
State Park Grant Fund	104,189	54,206	14,212	27,248	2,484	17,174	56,013	-	34,843	-
Measure A (M&S) Fund	-	-	-	-	-	-	-	-	20,178	13,532
Measure W Fund	-	-	-	-	-	-	-	-	494,471	494,026
Traffic Congestion Relief Fund	-	-	-	-	-	34,279	35,659	36,398	100	(418)
Used Oil Recycling Grant Fund	12,780	8,532	8,570	8,500	8,467	16,756	8,352	8,321	5,000	-
General Recycling Grant Fund	1,105	15,332	8,130	8,194	7,970	15,621	7,792	7,809	-	7,718
Cable Television Education Fund	27,129	29,071	28,480	28,404	32,465	34,765	40,883	41,775	37,091	34,833
Walnut Housing Authority Fund	328,252	306,903	261,080	354,253	424,948	368,439	330,494	344,583	436,414	493,170
Pension Trust Fund	-	-	-	-	-	-	-	-	21,362	(221,488)
<b>Total All Funds</b>	<b>17,288,318</b>	<b>18,140,449</b>	<b>17,633,977</b>	<b>19,333,400</b>	<b>19,153,858</b>	<b>31,262,324</b>	<b>22,664,807</b>	<b>20,676,469</b>	<b>20,895,397</b>	<b>22,822,675</b>

**CITY OF WALNUT  
2023-24  
TEN-YEAR OPERATING EXPENDITURE HISTORY**

	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
<b>GENERAL FUND</b>										
General Government	1,976,613	2,091,374	2,115,615	2,301,298	2,146,511	2,310,478	2,309,200	2,649,018	2,661,498	2,797,708
Community Development	1,188,936	1,176,598	1,304,732	1,443,808	1,695,810	1,478,375	1,611,800	1,465,360	1,869,499	1,734,332
Public Works	667,094	1,509,678	1,735,871	2,008,611	1,748,696	1,397,532	1,441,092	1,550,908	1,423,595	2,006,027
Public Safety	3,416,203	3,397,949	3,393,839	3,552,930	3,716,765	3,828,168	3,902,895	4,167,140	4,288,123	4,398,749
Community Services	3,339,092	3,248,697	3,243,846	3,275,696	3,396,399	3,519,287	3,489,200	3,234,663	2,773,458	3,026,660
<b>Total General Fund</b>	<b>10,587,938</b>	<b>11,424,296</b>	<b>11,793,903</b>	<b>12,582,343</b>	<b>12,704,181</b>	<b>12,533,840</b>	<b>12,754,187</b>	<b>13,067,089</b>	<b>13,016,173</b>	<b>13,963,476</b>
Gas Tax Fund	679,262	699,174	692,497	822,841	830,254	686,152	669,199	491,856	585,100	551,641
Traffic Safety Fund	47,948	42,693	56,730	63,374	47,430	83,021	86,741	88,780	81,149	79,926
COPS Fund	107,802	126,260	99,444	65,883	97,639	83,746	80,725	90,197	77,937	84,238
ARPA Fund	-	-	-	-	-	-	-	-	-	504,197
Air Quality Management Fund	57,123	58,520	59,536	69,626	58,953	36,500	37,320	35,732	30,080	32,399
Housing and Community Development	130,017	239,871	138,393	129,793	187,933	113,839	83,852	102,042	151,217	170,247
Prop C Transit Fund	139,281	140,469	148,788	166,941	169,665	78,653	2,500	-	-	-
Measure R	37,655	-	9,202	(38)	-	-	-	-	-	-
Landscape & Open Space Maintenance	2,431,619	2,397,338	2,163,699	2,322,372	2,543,207	2,522,748	2,404,077	2,475,486	2,657,983	2,656,093
Measure M	-	-	-	-	-	-	116,418	325,052	340,705	331,269
Prop A Transit Fund	411,798	300,445	299,117	284,755	246,157	336,438	382,058	859,559	1,046,024	212,347
Capital Equipment Replacement Fund	100,051	171,489	114,253	198,486	96,620	260,133	16,644	34,048	96,343	42,287
Facility Maintenance Fund	-	-	-	-	-	397,065	431,337	443,377	415,611	-
State Park Grant Fund	69,320	54,206	27,560	13,900	13,000	47,826	14,844	34,843	-	-
Measure A (M&S)	-	-	-	-	-	-	-	20,178	13,532	22,662
Measure W	-	-	-	-	-	-	-	23,270	160,096	87,207
Edward Byrne Justice Grant	-	-	-	-	-	-	-	-	-	-
Used Oil Recycling Grant Fund	8,628	8,532	8,570	8,500	8,467	8,489	8,267	8,352	8,321	4,999
General Recycling Grant Fund	1,105	15,332	8,130	8,194	7,970	7,838	7,792	2,386	5,397	7,809
Cable Television Education Fund	2,421	4,362	43,464	44,708	3,550	13,046	4,552	74,081	14,266	7,096
Walnut Housing Authority Fund	328,252	306,903	261,080	266,068	296,857	334,716	330,494	344,583	436,414	495,910
Other Post-Employment Benefits	307	908	2,281	2,866	2,682	2,978	3,391	4,047	4,232	5,870
<b>Total All Funds</b>	<b>15,140,527</b>	<b>15,990,798</b>	<b>15,926,647</b>	<b>17,050,614</b>	<b>17,314,565</b>	<b>17,547,028</b>	<b>17,434,398</b>	<b>18,524,958</b>	<b>19,140,580</b>	<b>19,259,673</b>

**CITY OF WALNUT**  
**FUND STRUCTURE**  
**2023-24**

A number of different funds are utilized to account for the City, 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 purposes. 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.

**03 Road Maintenance Rehabilitation Account Fund (RMRA)**

The Road Maintenance Rehabilitation Account (RMRA) Fund accounts for the City's share of monies collected by the State of California related to Senate Bill 1 (SB1). The Road Repair and Accountability Act of 2017 established the Road Maintenance and Rehabilitation Account (RMRA) to address deferred maintenance on the state highway system and the local street and road system. Streets and Highway Code 2032(h) authorizes the Controller to provide funding to cities and counties for projects approved by the California Transportation Commission.

**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)**

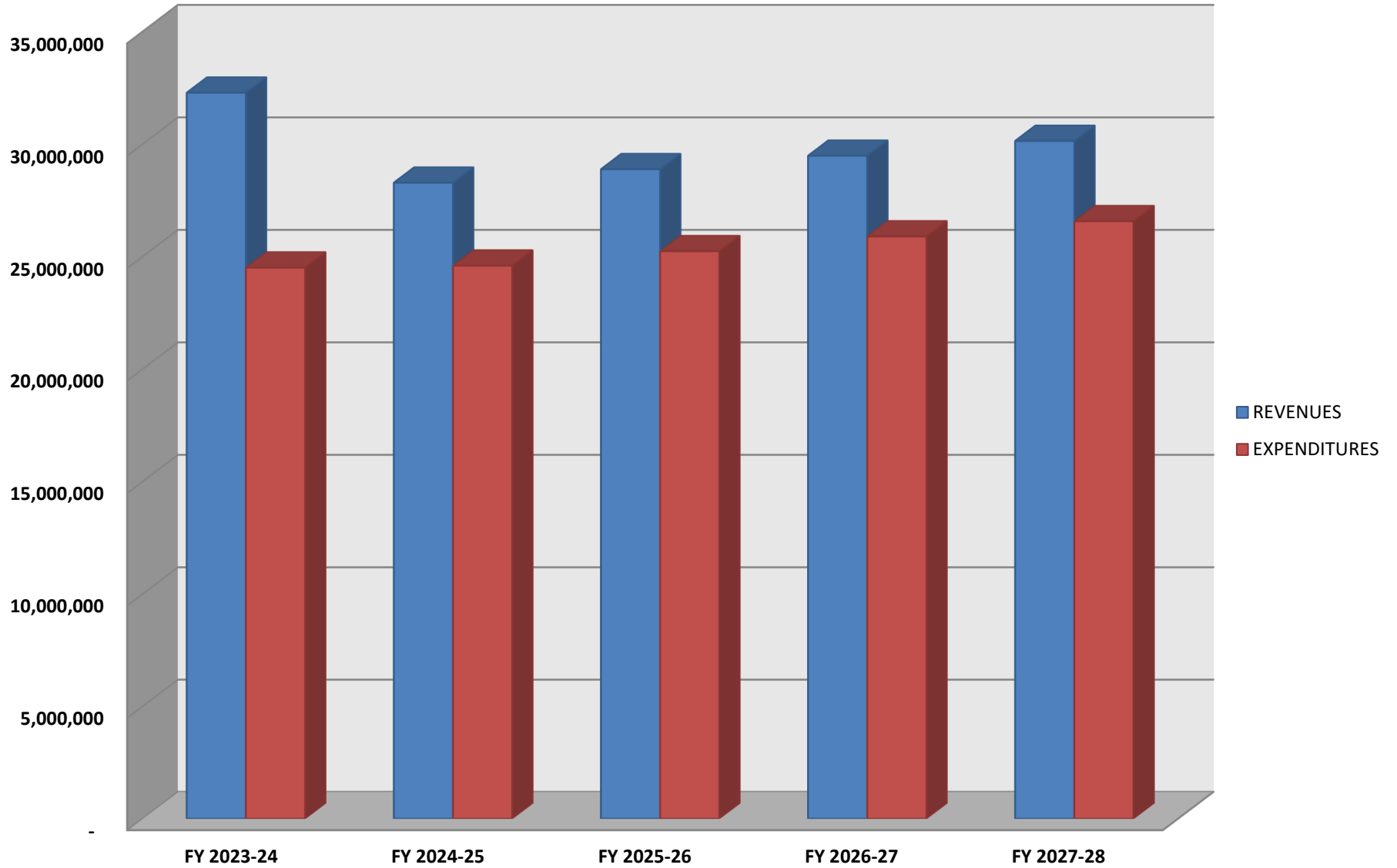
The COPS Fund accounts for the distribution of funds to local agencies on a per-capita basis for the purpose of first-line law enforcement services. AB 3229 authorized this distribution in July of 1996

- 08 **American Rescue Plan Act (ARPA)**  
The American Rescue Plan Act Fund accounts for revenue received from the State related to ARPA bill passed on March 11, 2021. Funds are for revenue replacement due to pandemic, economic assistance for small businesses, investment in water, sewer, and broadband infrastructure as well as COVID-19 related expenses.
- 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 Block 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 **Measure R Transit Fund**  
The Measure 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 Grant Fund**  
The Federal Grant Fund accounts for funds received from the federal government to fund certain projects to provide services and stimulate the economy.
- 18 **LOSMD Zone 9 Assessment Fund**  
The LOSMD Zone 9 Assessment Fund 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     **Recreation Facility Fund**  
The Recreation Facility Fund accounts for contributions received from the developer for the sale of the property lot 269 (Three Oaks).
- 21     **Measure M Transit Fund (MM)**  
The Measure M 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.
- 23     **Proposition A Transit 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.
- 28     **Measure A Fund (M&S)**  
The Measure A Maintenance and Services Fund accounts for annual special tax of 1.5 cents per square foot of building floor area on all taxable real property in the County. Funds are in accordance with the LA County Safe, Clean Neighborhood Parks and Beaches Measure of 2016.
- 29     **Measure W Fund**  
The Measure W Fund accounts for the City's portion of 2.5 cents per square foot parcel tax collected from property taxes approved during the November 2018 election in Los Angeles County for Safe Clean Water Program to improve local water supply and quality.
- 31     **Traffic Congestion Relief Fund**  
The Traffic Congestion Relief Fund accounts for monies received from the State of California for street and road maintenance or reconstruction approved, related to Senate Bill 1 (SB1). The Road Repair and Accountability Act of 2017, requires loan repayments pursuant to Government Code (GC) section 16321. The outstanding loans, made pursuant to GC section 14556.8, will be repaid in equal installments over three years beginning Fiscal Year 2017-18. The locals' share of the payment will be apportioned to cities and counties for Traffic Congestion Relief.

- 32     **Used Oil Recycling Grant Fund**  
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 Fund**  
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.
- 37     **Measure A Fund (Category 1)**  
The Measure A Category 1 Fund (Community Based Park Investment) accounts for an annual special tax of 1.5 cents per square foot of building floor area on all taxable real property in the County. Funds are in accordance with the LA County Safe, Clean Neighborhood Parks and Beaches Measure of 2016.
- 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 Fund (OPEB)**  
The Other Post Employment Benefits Fund accounts for monies designated to fully fund the post employment benefits as per the actuarial valuation study.
- 52     **Pension Trust Fund**  
The Pension Trust Fund accounts for monies deposited into Section 115 Trust. The trust permits the City, under federal and state law, to invest in a more diversified array of investments to maximize investment returns long term and reduce the City's pension liabilities.

# Five-Year Projection Revenues vs. Expenditures





**CITY OF WALNUT  
2023-24  
FIVE-YEAR PROJECTION OF REVENUES**

	2023-24	2024-25	2025-26	2026-27	2027-28
<b>GENERAL REVENUE</b>					
Property Taxes (1)	\$ 8,310,000	\$ 8,559,300	\$ 8,816,079	\$ 9,080,561	\$ 9,352,978
Other Taxes (2)	4,098,910	4,176,730	4,256,169	4,337,257	4,420,024
Licenses & Permits (3)	1,048,210	737,460	751,898	767,057	782,974
Use of Money (4)	519,520	916,400	900,324	984,344	1,051,515
Revenue From Other Agencies	451,920	45,300	45,300	45,300	45,300
Recreation Services	788,800	823,000	823,000	823,000	823,000
Charges for Service	356,320	356,320	356,320	356,320	356,320
Other Revenue	677,000	113,550	114,137	114,742	115,365
<b>TOTAL:</b>	<b>\$ 16,250,680</b>	<b>\$ 15,728,060</b>	<b>\$ 16,063,227</b>	<b>\$ 16,508,582</b>	<b>\$ 16,947,477</b>
<b>RESTRICTED REVENUE</b>					
Revenue From Other Agencies (5)	\$ 6,197,430	\$ 5,664,573	\$ 5,768,923	\$ 5,875,527	\$ 5,984,438
Use of Money & Property	267,010	150,990	128,342	109,090	92,727
Fines & Other Revenue	330,720	105,970	166,735	107,515	108,311
Assessments	2,467,090	2,467,090	2,467,090	2,467,090	2,467,090
<b>TOTAL:</b>	<b>\$ 9,262,250</b>	<b>\$ 8,388,623</b>	<b>\$ 8,531,089</b>	<b>\$ 8,559,223</b>	<b>\$ 8,652,566</b>
<b>TOTAL REVENUE:</b>	<b>\$ 25,512,930</b>	<b>\$ 24,116,683</b>	<b>\$ 24,594,316</b>	<b>\$ 25,067,805</b>	<b>\$ 25,600,042</b>
Transfer In	\$ 2,519,939	\$ 2,090,091	\$ 2,152,253	\$ 2,216,269	\$ 2,282,195
Fund Balance Applied:					
General Fund	\$ -	\$ -	\$ -	\$ -	\$ -
Recreation Facility	\$ 1,916,939	\$ 1,974,447	\$ 2,033,681	\$ 2,094,691	\$ 2,157,532
Capital Equipment/Replacement	\$ 280,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
OPEB Liability	\$ 12,870	\$ 8,000	\$ 8,000	\$ 8,000	\$ 8,000
Restrictd Fund Balances	\$ 2,047,020	\$ -	\$ -	\$ -	\$ -
Balance Applied:	\$ 4,256,829	\$ 2,082,447	\$ 2,141,681	\$ 2,202,691	\$ 2,265,532
<b>TOTAL RESOURCES:</b>	<b>\$ 32,289,698</b>	<b>\$ 28,289,221</b>	<b>\$ 28,888,250</b>	<b>\$ 29,486,765</b>	<b>\$ 30,147,769</b>

EXCLUDES CAPITAL PROJECTS PROGRAM

Assumptions:

- (1) Property tax- Projected to increase 3% each year.
- (2) Other Taxes: Sales tax- 2% increase each year 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 0.5% increase and telecommunication lease 5% increase each year.
- (5) Restricted Revenues from other Agencies: Prop A, Prop C, Gas Tax, RMRA, Measures R, M and A (Category 1) projected to increase 2% each year.

**CITY OF WALNUT  
2023-24  
FIVE-YEAR PROJECTION OF EXPENDITURES**

	2023-24	2024-25	2025-26	2026-27	2027-28
<b>GENERAL GOVERNMENT</b>					
Personnel	2,141,150	2,205,385	2,271,546	2,339,692	2,409,883
Operations (1)	1,137,970	1,169,729	1,202,484	1,236,268	1,271,117
Capital	50,000	-	-	-	-
<b>TOTAL:</b>	<b>3,329,120</b>	<b>3,375,114</b>	<b>3,474,030</b>	<b>3,575,960</b>	<b>3,681,000</b>
<b>COMM. DEVELOPMENT</b>					
Personnel	1,236,760	1,273,863	1,312,079	1,351,441	1,391,984
Operations	1,588,650	1,620,423	1,652,831	1,685,888	1,719,606
Capital	99,350	96,000	96,000	96,000	96,000
<b>TOTAL:</b>	<b>2,924,760</b>	<b>2,990,286</b>	<b>3,060,910</b>	<b>3,133,329</b>	<b>3,207,590</b>
<b>PUBLIC WORKS</b>					
Personnel	876,280	902,568	929,645	957,535	986,261
Operations	5,172,280	5,271,226	5,372,150	5,475,093	5,580,095
Capital	250,590	253,255	255,973	255,973	255,973
<b>TOTAL:</b>	<b>6,299,150</b>	<b>6,427,049</b>	<b>6,557,769</b>	<b>6,688,601</b>	<b>6,822,329</b>
<b>PUBLIC SAFETY</b>					
Personnel	214,050	220,472	227,086	233,898	240,915
Operations (2)	5,063,750	5,292,000	5,500,386	5,717,087	5,942,436
Capital	-	-	-	-	-
<b>TOTAL:</b>	<b>5,277,800</b>	<b>5,512,472</b>	<b>5,727,472</b>	<b>5,950,985</b>	<b>6,183,351</b>
<b>COMMUNITY SERVICES</b>					
Personnel	2,083,480	2,145,984	2,210,364	2,276,675	2,344,975
Operations	2,083,280	2,124,946	2,124,946	2,124,946	2,124,946
Capital	-	-	-	-	-
<b>TOTAL:</b>	<b>4,166,760</b>	<b>4,270,930</b>	<b>4,335,310</b>	<b>4,401,620</b>	<b>4,469,921</b>
Transfer Out	2,519,939	2,028,507	2,088,822	2,150,935	2,214,901
<b>TOTAL EXPENDITURES:</b>	<b>24,517,529</b>	<b>24,604,357</b>	<b>25,244,312</b>	<b>25,901,431</b>	<b>26,579,092</b>

EXCLUDES CAPITAL PROJECTS PROGRAM

Assumptions:

Personnel:

- (1) FY 2023-24 3% COLA for employees

Operations:

- (1) Liability & Property Insurance 4% increase
- (2) Public Safety Operations 4% increase per year

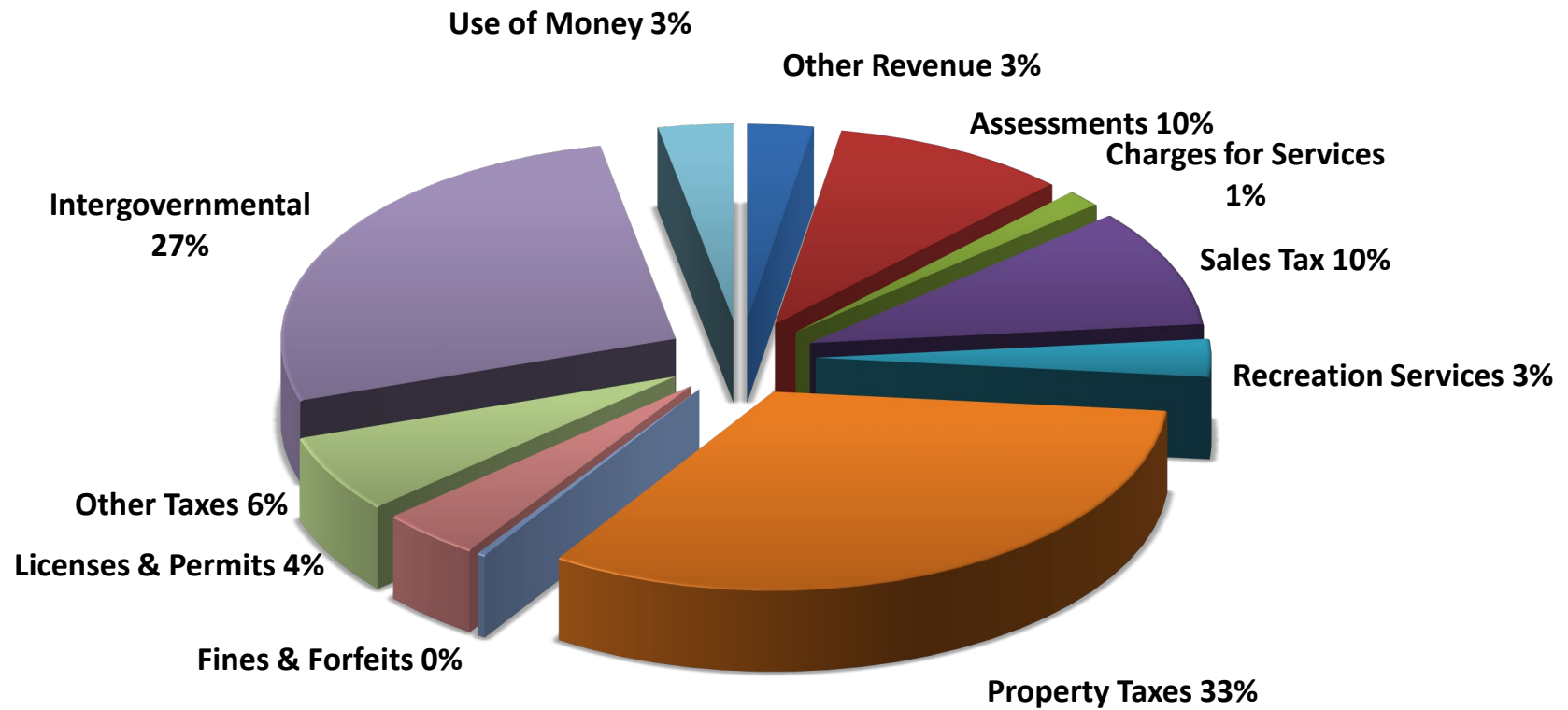
All other expenditures except as noted 2% increase.

**CITY OF WALNUT  
2023-24 PERSONNEL SUMMARY**

	2021-22	2022-23	2023-24
<b><u>GENERAL GOVERNMENT</u></b>			
City Manager	0.75	0.75	0.75
Human Resources	0.50	0.50	0.50
Risk Management	0.50	0.50	0.50
City Clerk	1.90	1.90	1.70
Finance	5.15	5.15	4.93
Computer Services	0.35	0.35	0.45
Administrative Services	1.92	1.92	1.53
Community Promotions	0.00	0.00	0.85
Cable TV Admin	0.00	0.00	0.45
<b>TOTAL GENERAL GOVERNMENT</b>	<b>11.07</b>	<b>11.07</b>	<b>11.65</b>
<b><u>COMMUNITY DEVELOPMENT</u></b>			
Planning	4.55	2.88	2.10
Code Enforcement	1.90	2.10	1.30
Building & Safety	0.45	0.25	0.25
Economic Development	0.00	0.28	0.20
Prop "A" Administration	0.25	0.25	0.00
Dial-A-Cab	0.13	0.13	0.13
Metrolink	0.13	0.13	0.13
WHA Administration	1.93	2.13	1.75
WHA Housing Monitoring	0.60	0.80	0.40
<b>TOTAL COMMUNITY DEVELOPMENT</b>	<b>9.93</b>	<b>8.93</b>	<b>6.25</b>
<b><u>PUBLIC WORKS</u></b>			
Environmental Services	0.70	0.70	1.20
Street Right-of-Way Maintenance	2.15	2.15	2.15
LOSMD/Public Works Admin	2.05	2.05	1.80
Building Maintenance	0.80	0.80	0.80
<b>TOTAL PUBLIC WORKS</b>	<b>5.70</b>	<b>5.70</b>	<b>5.95</b>
<b><u>PUBLIC SAFETY</u></b>			
Public Safety Administration	0.25	0.25	0.35
Business License Enforcement	0.25	0.25	0.25
Vehicle Code Fines	0.50	0.50	0.50
COPS	0.01	0.01	0.00
<b>TOTAL PUBLIC SAFETY</b>	<b>1.01</b>	<b>1.01</b>	<b>1.10</b>
<b><u>COMMUNITY SERVICES</u></b>			
Recreation Administration	1.50	1.50	1.50
Parks Maintenance	4.10	4.10	3.85
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	1.00	1.00	1.00
<b>TOTAL COMMUNITY SERVICES</b>	<b>10.30</b>	<b>10.30</b>	<b>10.05</b>
<b>TOTAL FULL-TIME POSITIONS</b>	<b>38.00</b>	<b>37.00</b>	<b>35.00</b>

# Revenues

# Revenue Summary (ALL FUNDS) Fiscal Year 2023-24



**Total Revenue Budget  
\$25,512,930**

**CITY OF WALNUT  
2023-24 REVENUE BUDGET BY FUND**

ACCOUNT NUMBER AND DESCRIPTION		2021-22	2022-23		2023-24
		ACTUAL	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
<b>PROPERTY TAXES</b>					
01-3010	PROPERTY TAXES	7,682,276	7,940,000	7,982,000	8,310,000
	<b>TOTAL PROPERTY TAXES</b>	<b>7,682,276</b>	<b>7,940,000</b>	<b>7,982,000</b>	<b>8,310,000</b>
<b>OTHER TAXES</b>					
01-3100	SALES & USE TAX	2,351,911	2,210,000	2,400,000	2,472,000
01-3110	PUBLIC SAFETY AUGMENTATION FUND	226,089	210,000	237,000	246,000
01-3120	FRANCHISE TAX	1,032,204	986,000	1,055,610	1,058,000
01-3130	BUSINESS LICENSE TAX	131,468	151,420	136,000	137,000
01-3131	TOBACCO RETAIL LICENSE	0	0	22,140	7,910
01-3140	REALTY STAMP TAX (DOC TRANSFER)	256,884	236,000	160,000	160,000
01-3150	DEVELOPMENT TAX	21,373	18,000	18,000	18,000
	<b>TOTAL OTHER TAXES</b>	<b>4,019,929</b>	<b>3,811,420</b>	<b>4,028,750</b>	<b>4,098,910</b>
<b>LICENSES &amp; PERMITS</b>					
01-3200	PARKING PERMITS	2,344	2,500	2,300	2,500
01-3205	FILM PERMITS	750	500	500	500
01-3220	BUILDING & SAFETY - FULL PLAN CHECK	350,621	425,000	550,000	275,000
01-3230	BUILDING & SAFETY - STANDARD PLAN CHECK	60,382	0	50,000	0
01-3240	BUILDING & SAFETY - PERMITS	797,910	850,000	950,000	750,000
01-3250	GRADING & STREET PERMITS	9,958	6,000	5,000	5,000
01-3260	CONDITIONAL USE PERMITS	7,600	17,430	8,160	8,710
01-3270	STRONG MOTION INSTRUM FEE	163	200	200	200
01-3271	STATE BLDG STD FUNDS	131	200	200	200
01-3272	DISABILITY ACCESS & EDUCATION FUND	6,535	5,000	6,100	6,100
	<b>TOTAL LICENSES &amp; PERMITS</b>	<b>1,236,393</b>	<b>1,306,830</b>	<b>1,572,460</b>	<b>1,048,210</b>
<b>FINES, FORFEITS, &amp; PENALTIES</b>					
01-3300	CODE FINES	43,171	82,300	18,000	19,000
01-3305	FALSE ALARM FINES	1,595	2,340	1,000	1,000
01-3306	ACCOUNT RECEIVABLE & FALSE ALARM COLLECTIONS	1,122	500	0	500
01-3311	IMPOUND SERVICE FEE	3,906	3,000	3,500	3,500
	<b>TOTAL FINES, FORFEITS, &amp; PENALTIES</b>	<b>49,794</b>	<b>88,140</b>	<b>22,500</b>	<b>24,000</b>
<b>USE OF MONEY &amp; PROPERTY</b>					
01-3400	INTEREST INCOME	(329,167)	16,500	50,000	100,000
01-3410	RENTAL OF CITY HALL OFFICES	1,920	1,920	1,920	1,920
01-3420	TELECOMMUNICATION LEASE	391,438	397,000	397,700	417,600
	<b>TOTAL USE OF MONEY &amp; PROPERTY</b>	<b>64,191</b>	<b>415,420</b>	<b>449,620</b>	<b>519,520</b>
<b>REVENUE FROM OTHER AGENCIES</b>					
01-3500	STATE MOTOR VEHICLE IN-LIEU TAX	34,467	35,000	35,000	35,000
01-3510	STATE HOMEOWNERS EXEMPTION	15,608	8,000	9,500	10,000
01-3511	STATE HIGHWAY RENTAL FEES	288	300	320	300
01-3558	PROPOSITION "A" TRANSFER	0	560,000	560,000	210,000
01-3623	PROPOSITION 68	0	0	0	196,620
	<b>TOTAL REVENUE FROM OTHER AGENCIES</b>	<b>50,363</b>	<b>603,300</b>	<b>604,820</b>	<b>451,920</b>

**CITY OF WALNUT**  
**2023-24 REVENUE BUDGET BY FUND**

ACCOUNT NUMBER AND DESCRIPTION	2021-22	2022-23		2023-24
	ACTUAL	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
<b>RECREATION SERVICES</b>				
01-3641 TEEN CENTER EXCURSIONS	34	3,500	3,500	3,500
01-3642 TEEN CENTER SNACK BAR SALES-TAXABLE	16,770	15,500	15,500	15,500
01-3644 TEEN CENTER SPECIAL EVENTS	2,311	1,000	1,000	2,000
01-3645 TEEN CENTER MEMBERSHIP	27,190	25,000	25,000	25,000
01-3649 CAMP PROGRAMS	15,232	12,000	12,000	12,000
01-3651 SENIOR EXCURSIONS	12,502	45,000	45,000	45,000
01-3653 SENIOR BINGO DONATIONS	1,750	4,200	4,200	4,000
01-3654 SENIOR SPECIAL EVENTS	4,022	15,000	15,000	15,000
01-3655 SENIOR CLASSES	5,019	15,000	15,000	15,000
01-3690 SPECIAL EVENTS	13,519	16,000	16,000	16,000
01-3691 AQUATICS	32,214	120,000	120,000	120,000
01-3692 EXCURSIONS	16,069	58,800	58,800	58,800
01-3693 SPORTS LEAGUES	239,813	323,500	323,500	323,500
01-3694 RECREATION CLASSES	64,050	94,500	94,500	94,500
01-3696 REFEREE SERVICE FEE	20,791	19,000	19,000	19,000
01-3697 REGISTRATION FEES	22,331	17,000	17,000	20,000
<b>TOTAL RECREATION SERVICES</b>	<b>493,619</b>	<b>785,000</b>	<b>785,000</b>	<b>788,800</b>
<b>CHARGES FOR CURRENT SERVICES</b>				
01-3700 SITE PLAN REVIEW FEES	121,548	263,340	185,000	96,020
01-3710 GENERAL PLAN AMENDMENTS	0	7,600	7,500	0
01-3711 GENERAL PLAN MAINTENANCE FEE	53,259	35,000	45,000	40,000
01-3730 VARIANCE APPLICATION FEES	3,800	0	0	0
01-3740 SALE OF MAPS & PUBLICATIONS	574	500	300	300
01-3745 INDUSTRIAL WASTE INSPECTION FEES	67,526	60,000	50,000	50,000
01-3750 PUBLIC WORKS INSPECTION FEES	198,260	85,000	300,000	75,000
01-3760 PUBLIC WORKS PLAN CHECKING FEES	187,534	75,000	60,000	60,000
01-3780 PARKS & RECREATION USE FEES	11,770	16,000	16,000	16,000
01-3783 GYM/TEEN FACILITY USE FEES	(800)	0	0	5,000
01-3790 SENIOR CENTER USE FEES	0	500	500	500
01-3791 ANIMAL LICENSE SALES	49,534	20,000	15,000	13,500
01-3795 CANDIDATE FILING FEES	0	150	0	0
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>693,005</b>	<b>563,090</b>	<b>679,300</b>	<b>356,320</b>
<b>OTHER REVENUES</b>				
01-3818 MISCELLANEOUS DEVELOPER AGREEMENT	0	0	0	580,000
01-3819 WALNUT HISTORICAL BOOK	0	0	80	0
01-3820 MISCELLANEOUS REVENUES	51,819	5,000	12,000	5,000
01-3822 MISCELLANEOUS DONATIONS	500	0	0	0
01-3827 SENIOR CENTER DONATIONS	600	0	1,000	0
01-3828 PASSPORT EXECUTION FEES	14,735	14,000	40,000	40,000
01-3833 METROLINK PASSES	0	200	1,500	1,500
01-3834 EZ PASSES	0	100	0	100
01-3835 BUS PASSES	196	900	400	900
01-3840 FAMILY FESTIVAL REVENUES	20,845	20,000	20,000	20,000
01-3845 FIREWORKS SHOW	0	0	1,200	0
01-3873 MT. SAC PARKING METERS	261	260	260	260

**CITY OF WALNUT  
2023-24 REVENUE BUDGET BY FUND**

ACCOUNT NUMBER AND DESCRIPTION	2021-22	2022-23		2023-24
	ACTUAL	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
<b>OTHER REVENUES (Continued)</b>				
01-3900 SURPLUS PROPERTY SALE	6,370	500	36,000	500
01-3950 LIENS PAID	16,964	0	0	0
01-3962 SEWER REIMBURSEMENT - GARTEL & FUERTE	17,257	2,000	4,740	4,740
01-3970 MISCELLANEOUS REIMBURSEMENT	81,932	5,000	64,000	0
<b>TOTAL OTHER REVENUES</b>	<b>211,479</b>	<b>47,960</b>	<b>181,180</b>	<b>653,000</b>
<b>TOTAL GENERAL FUND (01)</b>	<b>14,501,050</b>	<b>15,561,160</b>	<b>16,305,630</b>	<b>16,250,680</b>
02-3400 INTEREST INCOME	(4,292)	220	1,580	8,950
02-3560 2107.5 GAS TAX	6,000	6,000	6,000	6,000
02-3565 2105 GAS TAX	164,880	180,000	180,000	186,610
02-3570 2106 GAS TAX	98,920	100,000	100,000	110,620
02-3580 2107 GAS TAX	197,017	210,000	210,000	224,150
02-3585 2103 GAS TAX	235,132	234,000	234,000	281,800
<b>TOTAL GAS TAX FUND (02)</b>	<b>697,657</b>	<b>730,220</b>	<b>731,580</b>	<b>818,130</b>
03-3400 INTEREST INCOME	0	250	1,260	1,930
03-3590 ROAD MAINTENANCE REHAB ACCT	593,124	630,000	630,000	702,990
<b>TOTAL RMRA FUND (03)</b>	<b>593,124</b>	<b>630,250</b>	<b>631,260</b>	<b>704,920</b>
05-3310 VEHICLE CODE FINES	42,923	30,000	46,300	46,500
05-3330 VEHICLE CODE FINES - COUNTY	6,898	5,000	14,800	13,000
<b>TOTAL TRAFFIC SAFETY FUND (05)</b>	<b>49,821</b>	<b>35,000</b>	<b>61,100</b>	<b>59,500</b>
06-3160 PARK IN-LIEU FEES	455,024	580,050	3,046,780	60,000
06-3400 INTEREST INCOME	(5,450)	7,100	8,850	69,370
<b>TOTAL PARK IMPROVEMENT FUND (06)</b>	<b>449,574</b>	<b>587,150</b>	<b>3,055,630</b>	<b>129,370</b>
07-3400 INTEREST INCOME	(5,829)	1,800	2,300	14,830
07-3515 COPS	161,285	163,000	175,000	175,000
<b>TOTAL COPS FUND (07)</b>	<b>155,456</b>	<b>164,800</b>	<b>177,300</b>	<b>189,830</b>
08-3400 INTEREST INCOME	(40,938)	19,100	19,760	16,830
08-3877 AMERICAN RESCUE PLAN ACT	626,957	0	6,474,325	0
<b>TOTAL ARPA FUND (08)</b>	<b>586,019</b>	<b>19,100</b>	<b>6,494,085</b>	<b>16,830</b>
09-3400 INTEREST INCOME	(97)	80	30	810
09-3597 AIR QUALITY IMPROVEMENT AB2766	38,257	40,000	40,000	40,000
<b>TOTAL AQMD FUND (09)</b>	<b>38,160</b>	<b>40,080</b>	<b>40,030</b>	<b>40,810</b>
11-3880 RECYCLING REBATE	0	0	0	0
11-3885 AB939 ADMINISTRATION	0	53,000	53,000	53,000
<b>TOTAL WASTE MANAGEMENT FUND (11)</b>	<b>0</b>	<b>53,000</b>	<b>53,000</b>	<b>53,000</b>
12-3620 COMMUNITY DEVELOPMENT BLOCK GRANT	170,250	127,370	127,365	130,600
<b>TOTAL CDBG FUND (12)</b>	<b>170,250</b>	<b>127,370</b>	<b>127,365</b>	<b>130,600</b>

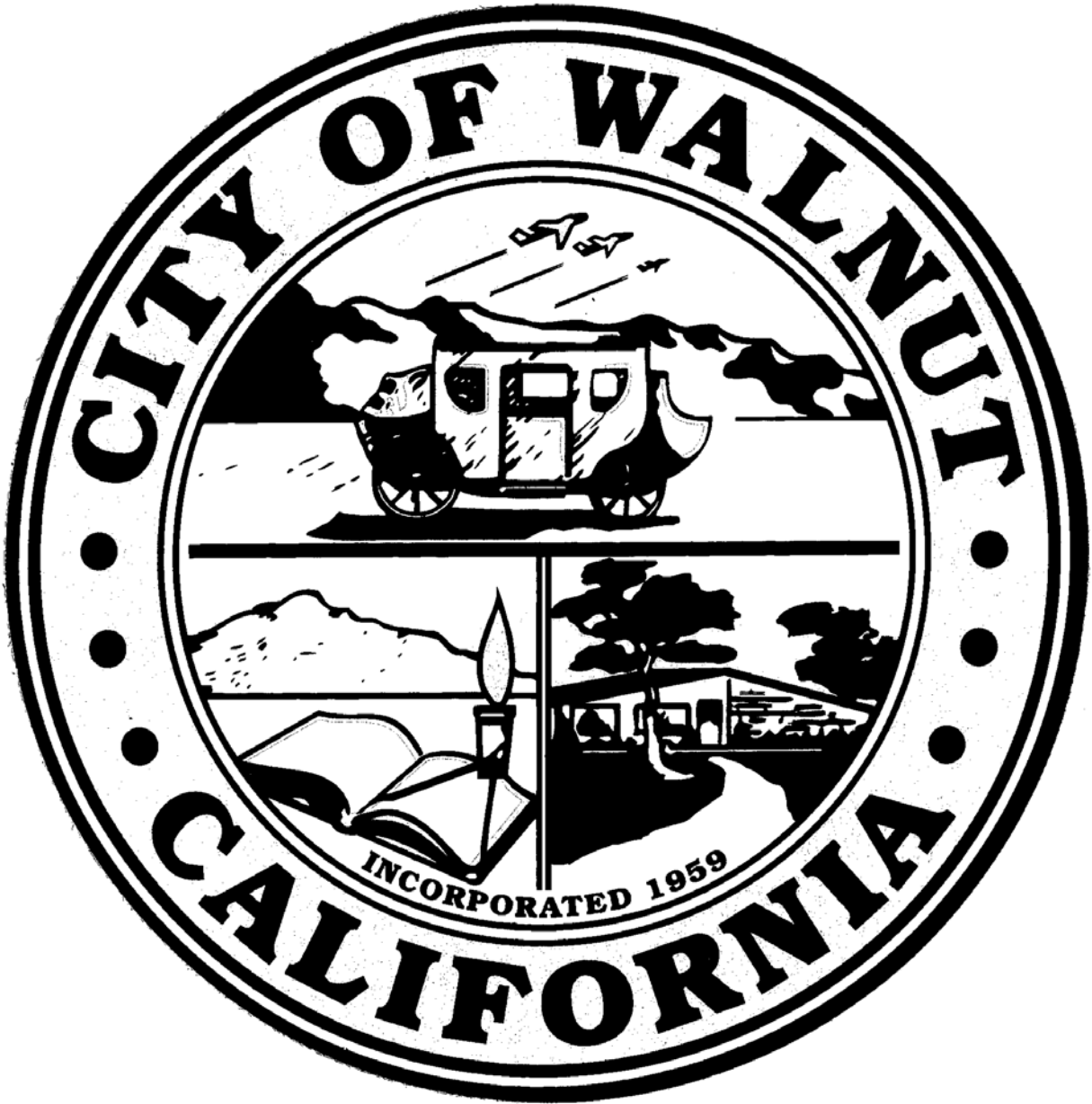


**CITY OF WALNUT  
2023-24 REVENUE BUDGET BY FUND**

ACCOUNT NUMBER AND DESCRIPTION	2021-22	2022-23		2023-24
	ACTUAL	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
13-3400 INTEREST INCOME	(9,268)	1,500	3,500	27,340
13-3680 PROPOSITION "C" TRANSPORTATION	626,918	600,000	620,000	670,000
<b>TOTAL PROPOSITION "C" FUND (13)</b>	<b>617,650</b>	<b>601,500</b>	<b>623,500</b>	<b>697,340</b>
14-3630 SB 821 BIKEWAY	9,800	25,000	25,000	32,000
<b>TOTAL BIKEWAY FUND (14)</b>	<b>9,800</b>	<b>25,000</b>	<b>25,000</b>	<b>32,000</b>
15-3400 INTEREST INCOME	(81)	20	30	200
15-3517 LACMTA EXCHANGE	0	0	0	0
<b>TOTAL LACMTA FUND (15)</b>	<b>(81)</b>	<b>20</b>	<b>30</b>	<b>200</b>
16-3400 INTEREST INCOME	(4,194)	1,060	2,850	18,380
16-3680 MEASURE "R" TRANSPORTATION	470,113	450,000	460,000	500,000
<b>TOTAL MEASURE "R" FUND (16)</b>	<b>465,919</b>	<b>451,060</b>	<b>462,850</b>	<b>518,380</b>
17-3619 FEDERAL GRANT	0	0	0	166,000
<b>TOTAL FEDERAL GRANT FUND (17)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>166,000</b>
18-3181 L.O.S.M.D. ZONE 9	670,599	703,530	703,530	738,710
<b>TOTAL LOSMD ZONE 9 FUND (18)</b>	<b>670,599</b>	<b>703,530</b>	<b>703,530</b>	<b>738,710</b>
19-3171 L.O.S.M.D. ZONE 1	52,248	52,750	52,750	52,750
19-3172 L.O.S.M.D. ZONE 2	103,768	104,710	104,710	104,710
19-3173 L.O.S.M.D. ZONE 3	148,130	147,900	147,900	147,900
19-3174 L.O.S.M.D. ZONE 4	575,098	574,110	574,110	574,110
19-3175 L.O.S.M.D. ZONE 5	209,096	205,900	205,900	205,900
19-3176 L.O.S.M.D. ZONE 6	238,665	240,160	240,160	240,160
19-3177 L.O.S.M.D. ZONE 7	158,699	158,610	158,610	158,610
19-3178 L.O.S.M.D. ZONE 8	226,590	226,180	226,180	226,180
19-3179 L.O.S.M.D. ZONE 12	16,739	16,840	16,840	16,840
19-3180 L.O.S.M.D. ZONE 11	1,101	1,220	1,220	1,220
<b>TOTAL LOSMD FUND (19)</b>	<b>1,730,134</b>	<b>1,728,380</b>	<b>1,728,380</b>	<b>1,728,380</b>
21-3400 INTEREST INCOME	(6,045)	960	2,290	13,960
21-3680 MEASURE "M" TRANSPORTATION	531,987	510,000	520,000	570,000
<b>TOTAL MEASURE "M" FUND (21)</b>	<b>525,941</b>	<b>510,960</b>	<b>522,290</b>	<b>583,960</b>
23-3400 INTEREST INCOME	(15,567)	3,650	5,690	48,050
23-3680 PROPOSITION "A" TRANSPORTATION	755,798	700,000	775,000	810,000
<b>TOTAL PROPOSITION "A" FUND (23)</b>	<b>740,230</b>	<b>703,650</b>	<b>780,690</b>	<b>858,050</b>
25-3820 MISCELLANEOUS REVENUE	0	0	0	0
25-3970 MISCELLANEOUS REIMBURSEMENT	0	0	0	0
<b>TOTAL CAPITAL EQUIPMENT REPLACEMENT FUND (25)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
27-3666 NEIGHBORHOOD PARK ACT	0	680,000	680,000	0
<b>TOTAL STATE PARK GRANT FUND (27)</b>	<b>0</b>	<b>680,000</b>	<b>680,000</b>	<b>0</b>

**CITY OF WALNUT  
2023-24 REVENUE BUDGET BY FUND**

ACCOUNT NUMBER AND DESCRIPTION	2021-22	2022-23		2023-24
	ACTUAL	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
28-3400 INTEREST INCOME	0	0	0	0
28-3625 MEASURE "A" (M&S)	13,532	170,000	99,437	575,000
<b>TOTAL MEASURE "A" (M&amp;S) FUND (28)</b>	<b>13,532</b>	<b>170,000</b>	<b>99,437</b>	<b>575,000</b>
29-3400 INTEREST INCOME	(4,530)	960	1,120	9,460
29-3540 MEASURE "W"	498,557	500,000	500,000	500,000
<b>TOTAL MEASURE "W" FUND (29)</b>	<b>494,026</b>	<b>500,960</b>	<b>501,120</b>	<b>509,460</b>
31-3400 INTEREST INCOME	(418)	300	30	180
<b>TOTAL TRAFFIC CONGESTION RELIEF FUND (31)</b>	<b>(418)</b>	<b>300</b>	<b>30</b>	<b>180</b>
32-3874 USED OIL OPP GRANT	0	0	0	0
<b>TOTAL USED OIL RECYCLING GRANT FUND (32)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
33-3878 GENERAL RECYCLING GRANT	7,718	7,690	7,690	7,720
<b>TOTAL GENERAL RECYCLING GRANT FUND (33)</b>	<b>7,718</b>	<b>7,690</b>	<b>7,690</b>	<b>7,720</b>
35-3400 INTEREST INCOME	(2,387)	320	570	4,340
35-3670 CABLE TV PEG FEES	37,220	37,500	37,500	37,500
<b>TOTAL CABLE T.V. EDUCATION FUND (35)</b>	<b>34,833</b>	<b>37,820</b>	<b>38,070</b>	<b>41,840</b>
37-3400 INTEREST INCOME	0	0	0	2,380
37-3522 MEASURE "A" CATEGORY 1	0	85,000	85,000	85,000
<b>TOTAL MEASURE "A" (CATEGORY 1) (37)</b>	<b>0</b>	<b>85,000</b>	<b>85,000</b>	<b>87,380</b>
41-3800 WHA REIMBURSEMENT AGREEMENT	493,170	572,040	467,370	544,660
<b>TOTAL WHA FUND (41)</b>	<b>493,170</b>	<b>572,040</b>	<b>467,370</b>	<b>544,660</b>
52-3400 INTEREST INCOME	(221,489)	21,000	5,000	30,000
<b>TOTAL PENSION TRUST FUND (52)</b>	<b>(221,489)</b>	<b>21,000</b>	<b>5,000</b>	<b>30,000</b>
<b>TOTAL CITY REVENUES</b>	<b>22,822,675</b>	<b>24,747,040</b>	<b>34,406,967</b>	<b>25,512,930</b>



**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 distributes a percentage of the funds collected.

**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.

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.

3131 **Tobacco Retail License**

Provides for funds received from businesses that sell tobacco products, pursuant to the Tobacco Retail License Program.

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 (SMI)**  
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 (SBSF)**  
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 \$4.00 state fee on any applicant for a local business license/permit or a renewal effective January 1, 2018.

**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 Fines**

Provides for funds received from fines levied to individuals or businesses for false alarms.

**3306 Account Receivable & False Alarm Collections**

Provides for funds collected by the collection agency on behalf of the City for fines levied to individuals or businesses 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.
- 3558 **Proposition A Transfer**  
Provides for funds received in return for the exchange of Proposition “A” Transportation funds.
- 3558 **Proposition 68**  
Provides for funds received from state bond. Proposition 68 will expand access and infrastructure in state and local park systems, provide funding for habitat restoration and water sustainability, and invest in natural disaster protection projects.

**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 Crawdad 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.

- 3655 **Senior Classes**  
Provides for funds received from recreation classes for older adults.
- 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 recreation classes.
- 3696 **Referee Service fee**  
Provides for funds received from sport leagues for referee services.
- 3697 **Registration Fees**  
Provides for funds received from a \$5.00 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.
- 3710 **General Plan Amendments**  
Provides for funds received from fees collected to initiate a change in land use for future development this is not permitted by a property's existing land use designation.
- 3711 **General Plan Maintenance Fees**  
Provides for funds collected at a rate of 10% of the building permit fee.
- 3730 **Variance Application Fees**  
Provides for funds received from fees charged to applicants wishing to vary from the standards of zoning ordinance requirements.
- 3740 **Sale 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 **Public Works Plan Checking Fees**  
Provides for funds received from fees charged for plan checks on public improvements, by the City Engineer.
- 3780 **Parks & 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:**

- 3818 **Miscellaneous Developer Agreement**  
Provides for monies received through Development Agreement Fee(s), which promote economic opportunities and enhance the quality of life throughout the City.
- 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.

- 3822 **Miscellaneous Donations**  
Provides for funds received on occasion from individuals and organizations as donations for City programs.
- 3827 **Senior Donations**  
Provides for funds received on occasion from individuals and organizations as donations for senior programs.
- 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.
- 3845 **Fireworks Show**  
Provides for funds received from miscellaneous sales performed by recreation during the firework show.
- 3873 **Mt. SAC Parking Meters**  
Provides for funds received from the Mt. San Antonio College parking meters.
- 3900 **Surplus Property Sale**  
Provides for funds received from the sale of surplus City property.
- 3950 **Liens Paid**  
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. Also, provides for grant reimbursements related to SB 2 Grant funds and the Local Early Action Planning (LEAP) Grant.

## 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.
- 19-3171 **LOSMD Zone 1 District Assessment**  
Provides for funds received from the County, collected and distributed from assessment levied by the City to residents who have property maintained by the City.
- 19-3172 **LOSMD Zone 2 District Assessment**  
Provides for funds received from the County, collected and distributed from assessment levied by the City to residents who have property maintained by the City.
- 19-3173 **LOSMD Zone 3 District Assessment**  
Provides for funds received from the County, collected and distributed from assessment levied by the City to residents who have property maintained by the City.
- 19-3174 **LOSMD Zone 4 District Assessment**  
Provides for funds received from the County, collected and distributed from assessment levied by the City to residents who have property maintained by the City.
- 19-3175 **LOSMD Zone 5 District Assessment**  
Provides for funds received from the County, collected and distributed from assessment levied by the City to residents who have property maintained by the City.
- 19-3176 **LOSMD Zone 6 District Assessment**  
Provides for funds received from the County, collected and distributed from assessment levied by the City to residents who have property maintained by the City.
- 19-3177 **LOSMD Zone 7 District Assessment**  
Provides for funds received from the County, collected and distributed from assessment levied by the City to residents who have property maintained by the City.
- 19-3178 **LOSMD Zone 8 District Assessment**  
Provides for funds received from the County, collected and distributed from assessment levied by the City to residents who have property maintained by the City.
- 19-3179 **LOSMD Zone 12 District Assessment**  
Provides for funds received from the County, collected and distributed from assessment levied by the City to residents who have property maintained by the City.

19-3180 **LOSMD Zone 11 District Assessment**  
Provides for funds received from the County, collected and distributed from assessment levied by the City to residents who have property maintained by the City. 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.

03-3400 **Interest Income**  
Provides for funds received from interest earned on gas tax RMRA revenues.

06-3400 **Interest Income**  
Provides for funds received from interest earned on in-lieu park land revenues.

07-3400 **Interest Income**  
Provides for funds received from interest earned on COPS/Citizen Options Public Safety funds.

08-3400 **Interest Income**  
Provides for funds received from interest earned on American Rescue Plan Act (ARPA) 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.
- 15-3400 **Interest Income**  
Provides for funds received from interest earned on LACMTA Exchange funds.
- 16-3400 **Interest Income**  
Provides for funds received from interest earned on Measure "R" funds.
- 21-3400 **Interest Income**  
Provides for funds received from interest earned on Measure "M" funds.
- 23-3400 **Interest Income**  
Provides for funds received from interest earned on Proposition "A" funds.
- 28-3400 **Interest Income**  
Provides for funds received from interest earned on Measure "A" M&S funds.
- 29-3400 **Interest Income**  
Provides for funds received from interest earned on Measure "W" funds.
- 31-3400 **Interest Income**  
Provides for funds received from interest earned on Traffic Congestion Relief funds.
- 35-3400 **Interest Income**  
Provides for funds received from interest earned on Cable TV Education funds.
- 37-3400 **Interest Income**  
Provides for funds received from interest earned on Measure "A" Category 1 funds.
- 52-3400 **Interest Income**  
Provides for funds received from interest earned on Pension Trust 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.
- 03-3590 **Road Maintenance Rehabilitation Account (RMRA)**  
Provides for funds received from the State related to Senate Bill 1 (SB1). The Road Repair and Accountability Act of 2017 established the Road Maintenance and Rehabilitation Account (RMRA) to address deferred maintenance on the state highway system and the local street and road system. Streets and Highway Code 2032(h) authorizes the Controller to provide funding to cities and counties for projects approved by the California Transportation Commission.
- 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.
- 08-3877 **American Rescue Plan Act (ARPA)**  
Provides for funds received from the State related to ARPA bill passed on March 11, 2021. Funds are for revenue replacement due to pandemic, economic assistance for small businesses, investment in water, sewer, and broadband infrastructure as well as COVID-19 related expenses.
- 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 (CDBG)**  
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.
- 15-3517 **LACMTA Exchange**  
Provides for funds received from Los Angeles County Metropolitan Transit Authority through transportation fund exchange.
- 16-3680 **Measure R Transportation**  
Provides for City's portion to the 1/2 sales tax approved in Los Angeles County for transportation projects.
- 17-3619 **Federal Grant**  
Provides for federal funds received from the government to fund certain projects to provide services and stimulate the economy.
- 21-3680 **Measure M Transportation**  
Provides for City's portion to the 1/2 sales tax approved in Los Angeles County for highway and transit projects.
- 23-3680 **Proposition A Transportation**  
Provides for City's portion to the 1/2 sales tax approved in Los Angeles County for 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.
- 28-3625 **Measure A (M&S)**  
Provides for funds collected from an annual special tax of 1.5 cents per square foot of building floor area on all taxable real property in the County. Funds are in accordance with the LA County Safe, Clean Neighborhood Parks and Beaches Measure of 2016.
- 29-3540 **Measure W**  
Provides for City's portion from a 2.5 cents per square foot parcel tax from property owners located in the Los Angeles County Flood District approved in Los Angeles County for the Safe Clean Water Program.

- 31-3519 **Traffic Congestion Relief**  
Provides for funds received from the State related to Senate Bill 1 (SB1). The Road Repair and Accountability Act of 2017, requires loan repayments pursuant to Government Code (GC) section 16321. The outstanding loans, made pursuant to GC section 14556.8, will be repaid in equal installments over three years beginning Fiscal Year 2017-18. The locals' share of the payment will be apportioned to cities and counties for Traffic Congestion Relief.
- 32-3874 **Used-Oil OPP Grant**  
Provides for funds received from CalRecycle for programs and products to encourage proper used oil recycling.
- 33-3878 **Recycling Grant**  
Provides for State of California grant funds to be used for recycling and waste reduction program.
- 37-3522 **Measure A (Category 1)**  
Provides for funds collected from an annual special tax of 1.5 cents per square foot of building floor area on all taxable real property in the County. Funds are in accordance with the LA County Safe, Clean Neighborhood Parks and Beaches Measure of 2016.
- 41-3800 **WHA Reimbursement Agreement**  
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:**

- 06-3160 **Park In-Lieu Fees**  
Provides for funds received in-lieu of park land dedication.

**CAPITAL PROJECTS REVENUE**

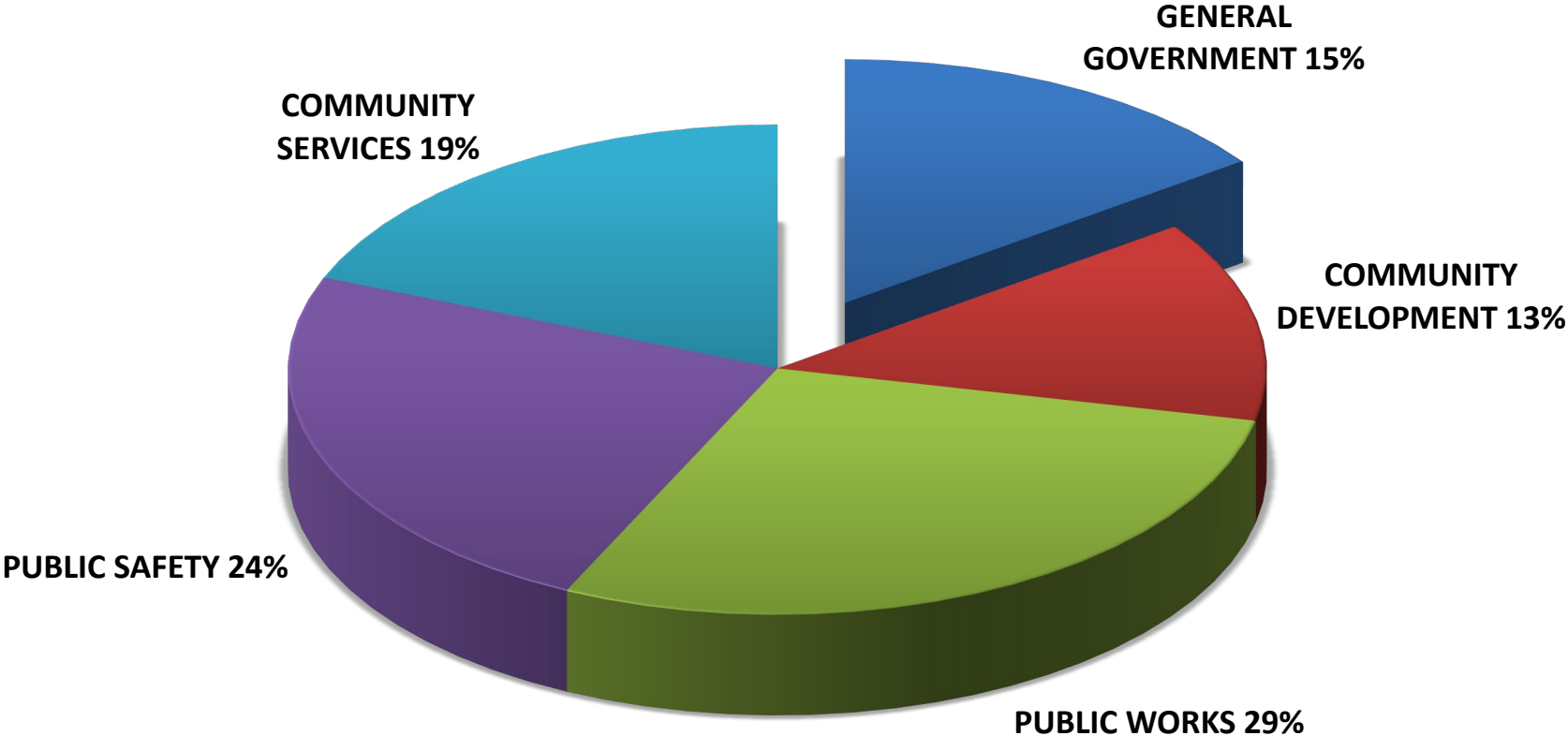
**REVENUE FROM OTHER AGENCIES:**

- 14-3630 **Senate Bill 821 (Bikeway Grants)**  
Provides for funds received from the State, for the construction of bikeways, handicap ramps, and pedestrian facilities.
- 25-3820 **Miscellaneous Revenue**  
Provides for funds received as reimbursement to the City for capital projects.
- 25-3970 **Miscellaneous Reimbursement**  
Provides for funds received as reimbursement for miscellaneous activities.



# **General Government**

# GENERAL GOVERNMENT FISCAL YEAR 2023-24



**Total General Government Budget  
\$3,329,120**

**CITY OF WALNUT**  
**GENERAL GOVERNMENT**  
**PROGRAM GOALS & PERFORMANCE MEASURES**

General Government includes the following sub-programs: City Council, City Manager, Human Resources, 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 2023-24**, the General Government Program will work to achieve the following goals:

1. The City will continue to engage the Walnut community via our Social Media sites, website, and Walnut 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 continue to 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 monthly employee gatherings.
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 welcome visitors from other cities or countries and conduct tours and informative lectures/workshops at City Hall.
4. 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. These events are meant to engage and increase community involvement.

**In 2022-23**, the General Government Program worked to achieve the following goals:

1. The City will provide training opportunities for staff 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.

**Performance Measure: Unable to provide in-person trainings due to LA County Department of Public Health (LACDPH) orders related to the COVID-19 pandemic. City Staff utilized online trainings and webinars. The City's Annual Employee Service Awards were held in December 2022 where Staff introduced monthly employee team building events to promote teamwork and collaboration.**

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 welcome visitors from other cities and countries, and conduct tours and informative lectures at City Hall.

**Performance Measure: The City has had over 5 student volunteers participating in the City's Volunteer Intern Program.**

3. The City will engage the Walnut community via our social media mediums, website, and Walnut 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.

**Performance Measure: The City continued to inform residents of local news and events through the City's social media mediums, cable T.V. programming, and City website. In addition, the Recreation Brochure is available online for 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 was able to host in-person annual events, and virtual and in-person City Council meetings, study sessions, and workshops to discuss items of importance to the City.**

**General Government  
Measurable Outputs**

<b>Output</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Volunteer Internship Participant Hours	600 Hours	600 Hours	600 Hours	600 Hours	200 Hours
Number of Cable Programs	7	9	9	7	7
Employee participation in training and education programs	75	75	75	75	75
Employees in Education Enhancement Program	3	2	1	3	3
Employees attending Annual Service Awards Event	56	56	56	56	45
Number of City Council Meetings	22	22	22	22	22
Number of City Council Study Sessions	10	10	10	10	8

**FY 2023-24**

**General Government**

**Goals and Relationship to the Mission Statement**

1. Utilize the City website and social media platforms 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.
2. Recognize employees throughout the year to increase employee morale.
3. Provide monthly trainings through California Joint Powers Insurance Authority (CJPIA) and other professional organizations, and provide education enhancement opportunities to City employees.
4. Continue to host annual events for Walnut residents including Family Festival, Winter Jam and National Night Out, and will continue to hold and promote City Council Meetings, Study Sessions, and workshops to increase community engagement and involvement.

The general services function of the City of Walnut will exceed expectations, collaborate, and enhance civic pride in FY 2023-24 with the four identified major goals by: encouraging agency transparency through the monthly City Manager’s Briefing informing the community of City and other local non-profit organizations’ events and services; promoting continued growth and preparation for the future through a more effective and user friendly website design providing clear directions for citizens utilizing our services and tools for daily transactions; fostering teamwork and collaboration among all employees by establishing monthly employee team building events, in addition to the annual Employee Service Recognition 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.

**CITY OF WALNUT  
PROGRAM SUMMARY  
GENERAL GOVERNMENT**

	<b>2021-22</b>		<b>2022-23</b>		<b>2023-24</b>
	ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
PERSONNEL EXPENSE	1,890,178	1,925,040	2,058,770	1,924,620	2,141,150
OPERATIONS EXPENSE	1,048,327	1,028,180	1,121,640	1,099,965	1,137,970
<b>TOTAL OPERATING EXPENSE</b>	<b>2,938,504</b>	<b>2,953,220</b>	<b>3,180,410</b>	<b>3,024,585</b>	<b>3,279,120</b>
CAPITAL	3,546	100,000	253,000	250,000	50,000
<b>PROGRAM TOTAL</b>	<b>2,942,050</b>	<b>3,053,220</b>	<b>3,433,410</b>	<b>3,274,585</b>	<b>3,329,120</b>
<b>TOTAL FULL-TIME EMPLOYEES</b>	11.07	11.07	11.07	11.07	11.65
<b>SUB-PROGRAMS:</b>			<b>PAGE</b>		
CITY COUNCIL	01-4000				76
CITY MANAGER	01-4100				80
HUMAN RESOURCES	01-4200 / 08-4200				82
RISK MANAGEMENT	01-4201				88
CITY CLERK	01-4300				92
ELECTIONS	01-4301				96
CITY TREASURER	01-4400				98
FINANCE	01-4500				100
COMPUTER SERVICES	01-4502 / 08-4502				104
CITY ATTORNEY	01-4600				110
ADMINISTRATIVE SERVICES	01-4700				112
COMMUNITY PROMOTIONS	01-4800				116
CABLE TELEVISION ADMINISTRATION	01-4900				120
CABLE TELEVISION EQUIPMENT	35-4900				124
OPEB	51-4200				126

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: GENERAL GOVERNMENT**

**SUB-PROGRAM: CITY COUNCIL**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
<b>PERSONNEL</b>						
01-4000-5101	REGULAR SALARIES	18,000	18,000	18,000	18,000	18,000
01-4000-5105	HEALTH & LIFE INSURANCE	42,000	42,000	42,000	42,000	42,000
01-4000-5107	WORKERS' COMPENSATION	738	800	800	760	760
01-4000-5108	PERS	2,408	5,800	5,800	2,360	7,390
01-4000-5110	MEDICARE	479	1,100	1,100	480	1,090
	<b>TOTAL PERSONNEL</b>	<b>63,625</b>	<b>67,700</b>	<b>67,700</b>	<b>63,600</b>	<b>69,240</b>
<b>OPERATIONS</b>						
01-4000-6102	CONFERENCE & MEETINGS - PACHECO	707	2,500	0	0	0
01-4000-6103	CONFERENCE & MEETINGS - CHING	0	2,500	2,500	2,500	3,000
01-4000-6104	CONFERENCE & MEETINGS - WU	30	2,500	2,500	2,500	3,000
01-4000-6105	CONFERENCE & MEETINGS - TRAGARZ	2,399	2,500	2,500	2,500	3,000
01-4000-6106	CONFERENCE & MEETINGS - FREEDMAN	2,070	2,500	2,500	2,500	3,000
01-4000-6107	CONFERENCE & MEETINGS - CAJULIS	0	0	2,500	2,500	3,000
01-4000-6205	OFFICE SUPPLIES	3,201	2,000	2,000	2,000	2,500
01-4000-6215	VEHICLE ALLOWANCE	15,000	15,000	15,000	15,000	15,000
01-4000-6253	TELEPHONE	3,103	3,900	3,900	3,900	3,900
	<b>TOTAL OPERATIONS</b>	<b>26,509</b>	<b>33,400</b>	<b>33,400</b>	<b>33,400</b>	<b>36,400</b>
<b>CAPITAL</b>						
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>90,134</b>	<b>101,100</b>	<b>101,100</b>	<b>97,000</b>	<b>105,640</b>
FUNDING SOURCE: GENERAL						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**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. City Council members are currently compensated at \$300 per month.

5105 - 5110 See Appendix

**OPERATIONS:**

**6102 Conference & Meetings - Pacheco**

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.

**6103 Conference & Meetings - Ching**

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.

**6104 Conference & Meetings - Wu**

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.



- 6105 **Conference & Meetings - Tragarz**  
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.
- 6106 **Conference & Meetings - Freedman**  
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.
- 6107 **Conference & Meetings - Cajulis**  
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.
- 6205 **Office Supplies**  
Provides for miscellaneous supplies for council presentation including frames, certificates, council badges, etc.
- 6215 **Vehicle Allowance**  
Provides for a vehicle allowance for the City Council members.
- 6253 **Telephone**  
Provides for cell phones for City Council members. These units require an unlimited data plan for updates and email.



**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: GENERAL GOVERNMENT**

**SUB-PROGRAM: CITY MANAGER**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
<b>PERSONNEL</b>						
01-4100-5101	REGULAR SALARIES	158,459	160,100	160,100	153,980	169,280
01-4100-5105	HEALTH & LIFE INSURANCE	12,291	12,830	12,830	13,360	12,830
01-4100-5107	WORKERS' COMPENSATION	2,822	2,940	2,940	2,840	3,200
01-4100-5108	PERS	66,481	71,250	71,250	72,200	79,760
01-4100-5110	MEDICARE	2,806	2,540	2,540	2,930	2,660
01-4100-5111	SICK LEAVE/VACATION BUYBACK	30,176	14,080	14,080	13,120	13,440
	<b>TOTAL PERSONNEL</b>	<b>273,035</b>	<b>263,740</b>	<b>263,740</b>	<b>258,430</b>	<b>281,170</b>
<b>OPERATIONS</b>						
01-4100-6201	CONFERENCE & MEETINGS	2,689	4,700	4,700	4,700	4,700
01-4100-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	55	100	100	100	100
01-4100-6208	VEHICLE OPERATIONS	2,606	3,000	3,000	3,000	3,000
01-4100-6215	VEHICLE/CELL ALLOWANCE	527	600	600	600	600
01-4100-6256	EQUIPMENT USAGE	942	1,150	1,150	1,150	1,190
01-4100-6265	COMPUTER USAGE	5,361	5,780	5,780	5,700	7,260
	<b>TOTAL OPERATIONS</b>	<b>12,181</b>	<b>15,330</b>	<b>15,330</b>	<b>15,250</b>	<b>16,850</b>
<b>CAPITAL</b>						
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>285,216</b>	<b>279,070</b>	<b>279,070</b>	<b>273,680</b>	<b>298,020</b>
FUNDING SOURCE: GENERAL		F/T EMPLOYEES	0.75	0.75	0.75	0.75

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**CITY MANAGER (4100)**

The City Manager provides for the effective implementation of the City Council's policies and priorities. Primary functions 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 a 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 – 75%***

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, makes recommendations to City Council and Commissions, and represents the City at official meetings and functions. (25% in 41-5800)

5105 - 5111 See Appendix

**OPERATIONS:**

6201 **Conference & Meetings**

Provides for the attendance of the City Manager to the following conferences and meetings: San Gabriel Valley City Managers' Association 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 membership in the San Gabriel Valley City Managers' Association, and various publications.

6208 **Vehicle Operations**

Provides for the operations of the City Manager's vehicle:

2019 Toyota Prius      1486243      75% (25% in 41-5800)

6215 **Vehicle/Cell Allowance**

Provides for a cell phone allowance for the City Manager, which is distributed through payroll.

6256 - 6265 See Appendix

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: GENERAL GOVERNMENT**

**SUB-PROGRAM: HUMAN RESOURCES**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
01-4200-5101	REGULAR SALARIES	50,093	51,780	51,780	51,780	42,500
01-4200-5103	SEASONAL/LIMITED PART-TIME EMPLOYEES	0	0	0	10,800	10,800
01-4200-5105	HEALTH & LIFE INSURANCE	8,140	8,250	8,250	10,690	9,250
01-4200-5107	WORKERS' COMPENSATION	893	950	950	940	1,010
01-4200-5108	PERS	20,181	23,060	23,060	23,810	25,130
01-4200-5109	UNEMPLOYMENT INSURANCE	1,993	3,000	3,000	10,000	10,000
01-4200-5110	MEDICARE	816	870	870	1,080	890
01-4200-5111	SICK LEAVE/VACATION BUYBACK	0	1,390	1,390	980	1,580
01-4200-5112	REPLACEMENT BENEFIT PLAN	3,359	5,000	5,000	10,000	10,000
	<b>TOTAL PERSONNEL</b>	<b>85,475</b>	<b>94,300</b>	<b>94,300</b>	<b>120,080</b>	<b>111,160</b>
	<b>OPERATIONS</b>					
01-4200-6201	CONFERENCE & MEETINGS	1,690	2,500	2,690	2,900	2,900
01-4200-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	13,655	15,000	8,200	8,000	8,000
01-4200-6206	ADVERTISING	2,188	1,000	1,300	2,000	2,000
01-4200-6209	SURETY BONDS	1,103	1,200	1,200	1,200	1,200
01-4200-6211	EDUCATION REIMBURSEMENT	10,000	6,000	11,500	15,000	15,000
01-4200-6215	VEHICLE/CELL ALLOWANCE	1,570	1,500	1,500	1,500	1,600
01-4200-6216	PROFESSIONAL SERVICES	0	1,000	1,000	0	1,000
01-4200-6218	SPECIAL LEGAL FEES	5,995	2,000	3,000	20,000	5,000
01-4200-6236	PHYSICALS/BACKGROUNDS	1,536	2,000	2,000	2,000	2,000
01-4200-6256	EQUIPMENT USAGE	628	760	760	760	790
01-4200-6265	COMPUTER USAGE	3,571	3,850	3,850	3,800	4,820
01-4200-6271	SERVICE/RECOGNITION/AWARDS	6,107	5,000	5,000	5,000	5,500
	<b>TOTAL OPERATIONS</b>	<b>48,043</b>	<b>41,810</b>	<b>42,000</b>	<b>62,160</b>	<b>49,810</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>133,518</b>	<b>136,110</b>	<b>136,300</b>	<b>182,240</b>	<b>160,970</b>
FUNDING SOURCE: GENERAL	F/T EMPLOYEES	0.50	0.50	0.50	0.50	0.50

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**HUMAN RESOURCES (4200)**

The Human Resources Department is responsible for the acquisition, development, utilization, and maintenance of City personnel. Essential functions include job analysis, recruitment and selection, hiring, training, educational development, performance evaluation, employee recognition, benefit administration, labor negotiations, managing labor relationships, investigations and grievances, compensation management, leave tracking for FMLA, CFRA, & PDL, workers compensation, fit for duty evaluations, and adherence to both Federal and California labor laws and regulations.

**PERSONNEL:**

5101 **Regular Salaries**

***Senior Management Analyst – 50%***

Responsible for management of all personnel services to City Departments. (50% in 01-4201)

5103 **Seasonal/Limited Part-Time Employees**

***Human Resources Specialist – 100%***

Responsible for management of personnel services such as administrative, technical, and analytical duties and responsibility to City Departments.

5105 **PERS**

Provides for CalPERS administration fee.

5107 – 5111 See Appendix

5109 **Unemployment Insurance**

Provides for unemployment compensation to former employees if eligible.

5112 **Replacement Benefit Plan**

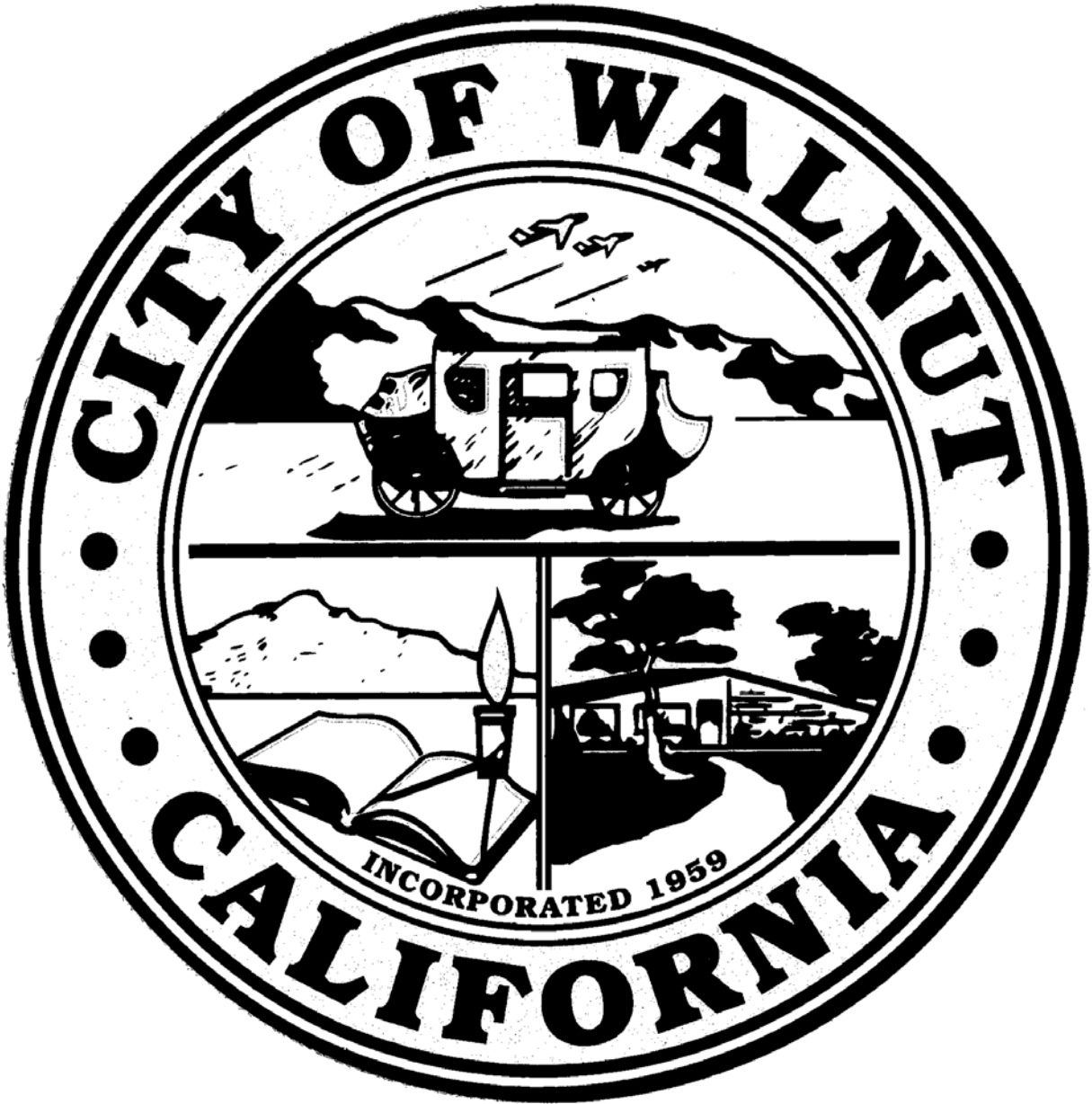
Provides for the CalPERS Replacement Benefit Plan contributions as necessary.

**OPERATIONS:**

6201 **Conference & Meetings**

Provides for the Senior Management Analyst to attend the CalPERS Annual Conference in October and the CALPELRA Human Resources Conference in November.

- 6203 **Membership, Dues, Subscriptions, Books, Fees**  
Provides for membership to Liebert Cassidy Whitmore (LCW) Labor Relations Consortium, the LCW Law Library, Labor Law postings for all City facilities. Purchased NEOGov Software in Fiscal Year 2022-23.
- 6206 **Advertising**  
Provides for the cost of advertising job bulletins for all positions when necessary.
- 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/Cell Allowance**  
Provides for a vehicle and cell phone allowance for the Senior Management Analyst, which are distributed through payroll.
- 6216 **Professional Services**  
Provides consultant services for personnel related items and interview oral board panels. Includes funding for classification and compensation study. 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, including investigations.
- 6236 **Physicals/Backgrounds**  
Provides for the cost of pre-employment and background checks for new City employees.
- 6256 - 6265 See Appendix
- 6271 **Service/Recognition/Awards**  
Provides for annual Employee Service Award Recognition event, employee team building events, and employee birthday and anniversary cards. Also, provides for certificates presented by the City Council to employees for their years of service upon retirement or leaving employment with the City of Walnut.





**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: GENERAL GOVERNMENT**

**SUB-PROGRAM: HUMAN RESOURCES**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
08-4200-5101	REGULAR SALARIES	122,500	0	0	0	0
08-4200-5102	REGULAR PART-TIME EMPLOYEES	7,000	0	0	0	0
08-4200-5110	MEDICARE	1,878	0	0	0	0
	<b>TOTAL PERSONNEL</b>	<b>131,378</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
	<b>TOTAL OPERATIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>131,378</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
FUNDING SOURCE: AMERICAN RESCUE PLAN ACT (ARPA)						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**HUMAN RESOURCES (08-4200)**

The Human Resources Department is responsible for the acquisition, development, utilization, and maintenance of City personnel. Essential functions include job analysis, recruitment and selection, hiring, training, educational development, performance evaluation, employee recognition, benefit administration, labor negotiations, managing labor relationships, investigations and grievances, compensation management, leave tracking for FMLA, CFRA, & PDL, workers compensation, fit for duty evaluations, and adherence to both Federal and California labor laws and regulations.

**PERSONNEL:**

5101 **Regular Salaries**

Provides for a one-time premium pay payment to eligible employees who worked during COVID-19 pandemic.

5102 **Regular Part-Time Employees**

Provides for a one-time premium pay payment to eligible employees who worked during COVID-19 pandemic.

5110 See Appendix

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: GENERAL GOVERNMENT**

**SUB-PROGRAM: RISK MANAGEMENT**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
<b>PERSONNEL</b>						
01-4201-5101	REGULAR SALARIES	50,093	51,780	51,780	51,780	53,300
01-4201-5105	HEALTH & LIFE INSURANCE	6,984	6,750	6,750	6,780	6,750
01-4201-5107	WORKERS' COMPENSATION	892	950	950	960	1,010
01-4201-5108	PERS	20,180	23,060	23,060	23,680	25,130
01-4201-5110	MEDICARE	816	870	870	860	890
01-4201-5111	SICK LEAVE/VACATION BUYBACK	0	1,390	1,390	980	1,580
	<b>TOTAL PERSONNEL</b>	<b>78,965</b>	<b>84,800</b>	<b>84,800</b>	<b>85,040</b>	<b>88,660</b>
<b>OPERATIONS</b>						
01-4201-6201	CONFERENCE & MEETINGS	0	1,000	1,000	1,000	1,000
01-4201-6215	VEHICLE/CELL ALLOWANCE	1,570	1,600	1,600	1,600	1,600
01-4201-6216	PROFESSIONAL SERVICES	15,000	0	0	0	0
01-4201-6223	INSURANCE	359,028	351,060	423,360	424,000	450,000
01-4201-6247	EQUIPMENT MAINTENANCE	75,195	10,000	10,000	30,000	35,000
01-4201-6256	EQUIPMENT USAGE	628	760	760	760	790
01-4201-6265	COMPUTER USAGE	3,571	3,840	3,840	3,790	4,810
	<b>TOTAL OPERATIONS</b>	<b>454,991</b>	<b>368,260</b>	<b>440,560</b>	<b>461,150</b>	<b>493,200</b>
<b>CAPITAL</b>						
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>533,956</b>	<b>453,060</b>	<b>525,360</b>	<b>546,190</b>	<b>581,860</b>
FUNDING SOURCE: GENERAL		F/T EMPLOYEES	0.50	0.50	0.50	0.50

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**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 program.

**PERSONNEL:**

5101 **Regular Salaries**  
***Senior Management Analyst – 50%***  
Responsible for management of all Risk Management services to City Departments.  
(50% in 01-4200)

5105 - 5111 See Appendix

**OPERATIONS:**

6201 **Conference & Meetings**  
Provides for Senior Management Analyst to attend the California Joint Powers Insurance Authority (CJPIA) Annual Risk Management Educational Forum in October.

6215 **Vehicle/Cell Allowance**  
Provides for a vehicle and cell phone allowance for the Senior Management Analyst, which are distributed through payroll.

6216 **Professional Services**  
Provides for ADA evaluation for the City of Walnut in conjunction with the California Joint Powers Authority.

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. Also, provides for user group facility coverage and contractor general liability insurance.

	<i>CITY</i>
Liability (JPIA)	360,480
Earthquake (JPIA)	N/A
Property (JPIA)	49,840
Facility Coverage	1,590
Vehicle (JPIA)	2,880
Admin. Fees	3,090
Risk Pool	27,620
Special Events	4,500
<b>Grand Total</b>	<b><u>\$450,000</u></b>

6247 **Equipment Maintenance**

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

6256 - 6265 See Appendix



**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: GENERAL GOVERNMENT**

**SUB-PROGRAM: CITY CLERK**

APPROPRIATION DETAIL								
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24		
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET		
<b>PERSONNEL</b>								
01-4300-5101	REGULAR SALARIES	173,080	178,900	178,900	184,140	183,890		
01-4300-5104	OVERTIME	2,050	3,000	3,000	3,000	3,000		
01-4300-5105	HEALTH & LIFE INSURANCE	26,307	25,650	25,650	26,010	22,950		
01-4300-5107	WORKERS' COMPENSATION	3,107	3,340	3,340	3,420	3,540		
01-4300-5108	PERS	47,185	53,290	53,290	55,040	60,960		
01-4300-5110	MEDICARE	2,834	2,920	2,920	3,570	2,990		
01-4300-5111	SICK LEAVE/VACATION BUYBACK	4,869	3,820	3,820	5,240	3,730		
	<b>TOTAL PERSONNEL</b>	<b>259,433</b>	<b>270,920</b>	<b>270,920</b>	<b>280,420</b>	<b>281,060</b>		
<b>OPERATIONS</b>								
01-4300-6201	CONFERENCE & MEETINGS	123	1,000	1,000	1,000	1,000		
01-4300-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	2,657	3,000	3,000	3,000	3,000		
01-4300-6205	OFFICE SUPPLIES	0	1,000	1,000	1,000	1,000		
01-4300-6206	ADVERTISING	11,678	12,000	12,000	12,000	12,000		
01-4300-6212	ORDINANCE CODIFICATION, AMENDMENTS	20	4,000	4,000	4,000	4,000		
01-4300-6215	VEHICLE/CELL ALLOWANCE	2,826	2,700	2,700	2,700	5,280		
01-4300-6227	CONTRACTUAL SERVICES	1,553	5,000	5,000	5,000	6,000		
01-4300-6256	EQUIPMENT USAGE	2,395	2,900	2,900	2,900	2,700		
01-4300-6265	COMPUTER USAGE	13,579	14,640	14,640	14,450	16,380		
	<b>TOTAL OPERATIONS</b>	<b>34,831</b>	<b>46,240</b>	<b>46,240</b>	<b>46,050</b>	<b>51,360</b>		
<b>CAPITAL</b>								
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
	<b>SUB-PROGRAM TOTAL</b>	<b>294,264</b>	<b>317,160</b>	<b>317,160</b>	<b>326,470</b>	<b>332,420</b>		
FUNDING SOURCE: GENERAL			F/T EMPLOYEES	1.90	1.90	1.90	1.90	1.70

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**CITY CLERK (4300)**

The City Clerk's Department provides support for all City Council-related services and maintains all public records. Primary functions include administering and recording proceedings of the City Council, preparing City 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 - 90%***

Responsible for attending City Council meetings and finalizing City Council minutes; preparing agendas and assembling agenda materials; administering elections in conjunction with the Los Angeles County elections; updating the Municipal Code; maintaining all records of the City, and providing information to staff and to the public. (10% in 41-5800)

***Management Analyst – 80%***

Responsible for attending City 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. (20% in 01-4900)

5104 - 5111 See Appendix

**OPERATIONS:**

6201 **Conference & Meetings**

Provides for the City Clerk and staff to attend the Southern Division City Clerk's meetings, City Clerk Annual Conference, and the Association of Records Managers and Administrators (ARMA) meetings.

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

Provides for Notary bonding and fees, ARMA International, International Institute of Municipal Clerks, City Clerk's Association of Southern California, and annual subscriptions for the California Penal Code; 4-IN-1 editions and supplements.



- 6205 **Office Supplies**  
Provides for miscellaneous office supplies as needed, such as archive storage 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/Cell Allowance**  
Provides for a vehicle and cell phone allowance for the City Clerk and Management Analyst which are distributed through payroll.
- 6227 **Contractual Services**  
Provides for imaging and microfilming of permanent records and destruction of records pursuant to City Council adopted records retention program, maintenance of recording and scanning systems.
- 6256 - 6265 See Appendix



**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: GENERAL GOVERNMENT**

**SUB-PROGRAM: ELECTIONS**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
01-4301-6201	CONFERENCE & MEETINGS	0	1,000	1,000	0	1,000
01-4301-6205	OFFICE SUPPLIES	0	1,000	1,000	0	0
01-4301-6206	ADVERTISING	0	3,000	3,000	0	0
01-4301-6207	POSTAGE	0	2,000	2,000	0	0
01-4301-6227	CONTRACTUAL SERVICES	0	40,000	25,000	275	0
	<b>TOTAL OPERATIONS</b>	<b>0</b>	<b>47,000</b>	<b>32,000</b>	<b>275</b>	<b>1,000</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>0</b>	<b>47,000</b>	<b>32,000</b>	<b>275</b>	<b>1,000</b>
FUNDING SOURCE: GENERAL						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**ELECTIONS (4301)**

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

**OPERATIONS:**

6201 **Conference & Meetings**

Provided for the City Clerk and staff to attend the Election Law Conference in December and seminars related to election law updates throughout the year.

6205 **Office Supplies**

Provided for office supplies and elections code updates for the November 2022 election.

6206 **Advertising**

Provided for publication of legal notices for the November 2022 election in the required languages.

6207 **Postage**

Provided for postal expenses for City mailings to all registered voters in Walnut for the November 2022 election.

6227 **Contractual Services**

Provided for the November 2022 Election – Translation Services and the County of Los Angeles to assist with election and outreach programs.

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: GENERAL GOVERNMENT**

**SUB-PROGRAM: CITY TREASURER**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
<b>PERSONNEL</b>						
01-4400-5110	MEDICARE	44	50	50	50	50
	<b>TOTAL PERSONNEL</b>	<b>44</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>
<b>OPERATIONS</b>						
01-4400-6201	CONFERENCE & MEETINGS	0	3,000	3,000	3,000	3,000
01-4400-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	95	200	200	200	200
01-4400-6204	PROP TAX ADMIN FEE (PTAF)	48,410	48,500	51,020	51,200	55,000
01-4400-6214	MILEAGE REIMBURSEMENT	221	100	100	100	100
01-4400-6215	TREASURER STIPEND	3,144	3,000	3,000	3,000	6,000
01-4400-6278	BANK CHARGES	20,617	20,200	20,200	20,200	20,000
	<b>TOTAL OPERATIONS</b>	<b>72,488</b>	<b>75,000</b>	<b>77,520</b>	<b>77,700</b>	<b>84,300</b>
<b>CAPITAL</b>						
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>72,532</b>	<b>75,050</b>	<b>77,570</b>	<b>77,750</b>	<b>84,350</b>
FUNDING SOURCE: GENERAL						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**CITY TREASURER (4400)**

The City Treasurer 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, payment of properly issued and approved warrants, and the management of investments for all City, Walnut Successor Agency, and Walnut Housing Authority.

**PERSONNEL:**

5110 See Appendix

**OPERATIONS:**

6201 **Conference & Meetings**

Provides for attendance of executive and management staff to the California Municipal Treasurers Association's (CMTA) annual conference and CMTA meetings and workshops.

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

Provides for CMTA membership and Government Finance Officers Association (GFOA) Treasury Management Newsletter.

6204 **Property Tax Administrative Fee**

A Property Tax Administration Fee (PTAF) is to offset costs in assessing property values, in collecting the property tax levies, and in the review and appeal processes. In prior fiscal years, this fee was captured within the property tax revenue account (01-3010).

6214 **Mileage Reimbursement**

Provides for mileage reimbursement for banking activity.

6215 **Treasurer Stipend**  
***City Treasurer***

The Director of Finance, 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 the City Council.

6278 **Bank Charges**

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

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: GENERAL GOVERNMENT**

**SUB-PROGRAM: FINANCE**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
<b>PERSONNEL</b>						
01-4500-5101	REGULAR SALARIES	400,110	465,900	537,870	436,970	479,980
01-4500-5102	REGULAR PART-TIME EMPLOYEES	0	0	34,110	39,170	46,520
01-4500-5104	OVERTIME	0	2,000	2,000	2,000	2,000
01-4500-5105	HEALTH & LIFE INSURANCE	61,715	69,890	85,330	75,420	76,210
01-4500-5107	WORKERS' COMPENSATION	6,585	8,590	10,590	13,040	10,000
01-4500-5108	PERS	123,796	181,640	216,430	157,320	199,940
01-4500-5110	MEDICARE	6,919	7,220	8,890	8,440	8,130
01-4500-5111	SICK LEAVE/VACATION BUYBACK	63,377	13,610	17,120	13,500	16,420
	<b>TOTAL PERSONNEL</b>	<b>662,503</b>	<b>748,850</b>	<b>912,340</b>	<b>745,860</b>	<b>839,200</b>
<b>OPERATIONS</b>						
01-4500-6201	CONFERENCE & MEETINGS	0	2,200	2,200	1,000	2,500
01-4500-6202	TRAINING	1,640	3,000	3,000	2,900	3,000
01-4500-6203	MEMBERSHIP, DUES, SUBSCRIP, BOOKS, FEES	1,595	2,000	2,160	2,160	2,300
01-4500-6210	PRINTING	3,828	3,100	3,100	4,000	4,000
01-4500-6215	VEHICLE/CELL ALLOWANCE	8,913	10,350	12,780	12,780	10,910
01-4500-6216	PROFESSIONAL SERVICES	68,072	53,400	64,900	55,000	60,000
01-4500-6256	EQUIPMENT USAGE	6,497	7,870	7,870	7,870	7,820
01-4500-6265	COMPUTER USAGE	36,795	39,680	39,680	39,180	47,450
	<b>TOTAL OPERATIONS</b>	<b>127,340</b>	<b>121,600</b>	<b>135,690</b>	<b>124,890</b>	<b>137,980</b>
<b>CAPITAL</b>						
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>789,843</b>	<b>870,450</b>	<b>1,048,030</b>	<b>870,750</b>	<b>977,180</b>
FUNDING SOURCE: GENERAL	F/T EMPLOYEES	5.15	5.15	5.15	5.15	4.93

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**FINANCE (4500)**

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

**PERSONNEL:**

5101 **Regular Salaries**

***Director of Finance - 55%***

Responsible for directing all operations of the Finance Division, managing all investment operations of the City including the Walnut Housing Authority. Responsible for the daily management and operation of the Finance Division including budgeting, payroll, accounts payable, accounts receivable, fixed asset inventory, surplus, business licenses, parking citations, and passports. Responsible for maintaining the City and Walnut Housing Authority general ledgers, reconciliations, and monthly revenue and expenditures reports. Supervises the daily cash management and the accounting operations of the division. Handles the audit from various agencies including the preparation of financial reports. (10% in 01-8002, 20% in 05-8200, 15% in 41-5800)

***Senior Finance Analyst - 100%***

Responsible for the daily management and operation including budgeting, payroll, accounts receivable, parking citations, and passports. Responsible for overseeing and reviewing payroll operations. Performs daily cash management and oversees the daily passport operations. Prepares budget transfers, budget appropriations and journal entries. Assist in preparing Annual Budget and Annual Comprehensive Financial Report (ACFR).

***Finance Analyst - 87.5%***

Prepares and coordinates the process for the City's annual budget and the disposal of the equipment surplus. Handles the review of semi-monthly accounts payable, journal entries, and daily bank deposits. Prepares monthly bank reconciliations for all city accounts and monthly payroll liability reconciliation. Assists with the Annual Comprehensive Financial Report (ACFR). Prepares monthly budget exceeded reports, and change orders. (10% in 05-8200, 2.5% in 41-5800)



**Senior Accounting Technician - 85%**

Responsible for purchase order processing, contract/insurance review, prepares daily bank deposit, and business license operations and enforcements. Tracks new fixed assets through City warrants and tags new additions. Handles the yearly 1099 reporting. Assists with the fixed asset inventory count and serves as the primary backup for accounts payable. (15% in 01-8002)

**Accounting Technician - 67.5%**

Responsible for recording accounts receivable, processing payroll, prepares monthly deposit accounts reconciliations and assisting with processing passport applications. Handles the annual W2 reporting and quarterly tax reporting. Serves as primary backup to the cashiering functions. (20% in 05-8200, 12.5% in 23-5430)

**Accounting Technician - 97.5%**

Responsible for data entry of all purchase orders, invoices, and preparing the City and Walnut Housing Authority warrants for semi-monthly issuance to the City Council for approval. Responsible for processing utility billings. Additionally, maintains purchase orders, permits, and inspection records. (2.5% in 41-5800)

5102 **Regular Part-Time Employees**

**Office Clerk - 100%**

Provides clerical support to the Finance Department. Assist with cashiering, parking permits, and data entry.

5104 - 5111 See Appendix

**OPERATIONS:**

6201 **Conference & Meetings**

Provides for the attendance of executive and management staff to the California Society of Municipal Finance Officers (CSMFO) annual conference, Government Finance Officers Association (GFOA) annual conference, bimonthly meetings, Cal JPIA Academies, League of California Cities Conference, California Contract Cities Annual Conference, CalPERS Educational Forum, and annual budget meetings.

6202 **Training**

Provides for the attendance to CSMFO and GFOA trainings/courses for professional development. Additionally, provides for the annual tax seminar and Superior User group trainings.

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

Provides for membership in the California Society of Municipal Finance Officers (CSMFO) and the Government Finance Officers Association (GFOA). Also, provides for Walnut Informed Inc. Filing Fee (biennial), LA County AA2 report (sewer), Budget and CAFR Award program application fees, and the purchase of the Governmental Accounting, Auditing, and Financial Report (GAAFR) book, as needed.

6210 **Printing**

Provides for printing of the annual budget and for the purchase of payroll checks, accounts payable checks, W-2's, 1099's, 1095C, parking decals, and cash receipts.

6215 **Vehicle/Cell Allowance**

Provides for vehicle and cell phone allowance for the Director of Finance, Senior Finance Analyst, and Finance Analyst, which are distributed through payroll.

6216 **Professional Services**

Provides for the annual financial audit, preparation of the annual financial report, annual statistical, and the State Controller's report. Also, provides services for sales tax consulting and actuarial services.

6256 - 6265 See Appendix

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: GENERAL GOVERNMENT**

**SUB-PROGRAM: COMPUTER SERVICES**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
<b>PERSONNEL</b>						
01-4502-5101	REGULAR SALARIES	43,543	45,200	39,150	39,250	49,060
01-4502-5105	HEALTH & LIFE INSURANCE	5,514	5,450	4,730	4,820	6,080
01-4502-5107	WORKERS' COMPENSATION	775	830	720	730	930
01-4502-5108	PERS	13,782	15,700	13,010	15,130	14,920
01-4502-5110	MEDICARE	674	710	660	600	830
01-4502-5111	SICK LEAVE/VACATION BUYBACK	1,211	2,100	3,970	0	5,500
	<b>TOTAL PERSONNEL</b>	<b>65,499</b>	<b>69,990</b>	<b>62,240</b>	<b>60,530</b>	<b>77,320</b>
<b>OPERATIONS</b>						
01-4502-6205	OFFICE SUPPLIES	7,152	5,000	5,000	6,000	6,000
01-4502-6215	VEHICLE/CELL ALLOWANCE	1,587	1,530	1,050	1,440	1,440
01-4502-6247	EQUIPMENT MAINTENANCE	137,516	147,500	152,500	152,500	162,000
01-4502-6254	COMMUNICATIONS	53,232	54,000	54,000	54,000	58,000
01-4502-6256	EQUIPMENT USAGE	442	530	530	530	720
01-4502-6265	COMPUTER USAGE	(265,428)	(278,550)	(275,320)	(275,000)	(330,480)
	<b>TOTAL OPERATIONS</b>	<b>(65,499)</b>	<b>(69,990)</b>	<b>(62,240)</b>	<b>(60,530)</b>	<b>(102,320)</b>
<b>CAPITAL</b>						
01-4502-8402	MACHINERY & EQUIPMENT	0	0	0	0	25,000
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25,000</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>(0)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
FUNDING SOURCE: GENERAL	F/T EMPLOYEES	0.35	0.35	0.35	0.35	0.45

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**COMPUTER SERVICES (4502)**

Computer Services 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 within this department are reimbursed through interdepartmental charges.

**PERSONNEL:**

5101 **Regular Salaries**

***Administrative Services Manager - 20%***

Responsible for managing all operations of the Administrative Services, Human Resources, and Computer Services Divisions. Also, is tasked with setting goals and the preparation of budgets for all Divisions, and overseeing the management and supervision of employees. (30% in 01-4700, 25% in 01-8000, 25% in 41-5800)

***Management Analyst/Public Information Officer - 25%***

Responsible for coordinating computer services purchases, and administering citywide computer operations. (50% in 01-4800, 25% in 01-4900)

5105 - 5111 See Appendix

**OPERATIONS:**

6205 **Office Supplies**

Provides for supplies and miscellaneous replacement parts for City's printers, copiers and computers. Could include other computer items that do not meet the capitalization threshold.

6215 **Vehicle/Cell Allowance**

Provides for a vehicle and cell phone allowance for the Administrative Services Manager and Management Analyst/Public Information Officer, which are distributed through payroll.

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 the respective number of full-time employees.

8402 **Machinery & Equipment**

Provides for computer server equipment upgrade & warranty.



**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: GENERAL GOVERNMENT**

**SUB-PROGRAM: COMPUTER SERVICES**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
	<b>TOTAL OPERATIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>CAPITAL</b>					
08-4502-8402	MACHINERY & EQUIPMENT	0	0	143,000	140,000	0
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>143,000</b>	<b>140,000</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>0</b>	<b>0</b>	<b>143,000</b>	<b>140,000</b>	<b>0</b>
FUNDING SOURCE: GENERAL						
	F/T EMPLOYEES	0.00	0.00	0.00	0.00	0.00
AMERICAN RESCUE PLAN ACT (ARPA)						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**COMPUTER SERVICES (08-4502)**

Computer Services 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 within this department are reimbursed through interdepartmental charges.

**OPERATIONS:**

8402 **Machinery & Equipment**

Provides for City-wide computer upgrades and necessary equipment for public employees to continue delivering quality services as technology advances.



**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: GENERAL GOVERNMENT**

**SUB-PROGRAM: CITY ATTORNEY**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
01-4600-6216	PROFESSIONAL SERVICES	124,036	96,120	96,120	96,120	100,000
01-4600-6218	SPECIAL LEGAL FEES	0	25,000	25,000	25,000	25,000
	<b>TOTAL OPERATIONS</b>	<b>124,036</b>	<b>121,120</b>	<b>121,120</b>	<b>121,120</b>	<b>125,000</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>124,036</b>	<b>121,120</b>	<b>121,120</b>	<b>121,120</b>	<b>125,000</b>
FUNDING SOURCE: GENERAL						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**CITY ATTORNEY (4600)**

The mission of the City Attorney’s Office is to provide the City with the highest quality of responsive and preventative legal services, to identify legal options and strategies for implementing and achieving the City Council’s goals, objectives, and policies.

The City Attorney serves as a legal advisor to the City Council, Successor Agency, Housing Authority, Planning Commission, City Manager, and City staff. The City Attorney’s office provides a wide range of professional legal services from complex and sophisticated transactions and litigation to general matters of municipal law, including attendance at City Council and Planning Commission meetings, advising in the formulation of the municipal code, resolutions, ordinances, contracts and other legal documents necessary to the accomplishments of the City’s municipal functions and City Council goals.

The City Attorney is appointed by the Walnut City Council. City Attorney services are performed under contract with the law firm of Leibold McClendon & Mann.

**OPERATIONS:**

**6216 Professional Services**

Provides compensation for legal services rendered by the City Attorney, including attendance at City Council and Planning Commission meetings, other meetings requested by City Council or City staff, and advising City staff and reviewing/preparing legal documents.

**6218 Special Legal Fees**

Provides compensation for legal services rendered by the City Attorney in excess of 45 hours per month, including special projects, litigation, redevelopment dissolution, and planning related projects.

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: GENERAL GOVERNMENT**

**SUB-PROGRAM: ADMINISTRATIVE SERVICES**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
<b>PERSONNEL</b>						
01-4700-5101	REGULAR SALARIES	157,259	168,330	192,010	201,580	143,720
01-4700-5102	REGULAR PART-TIME EMPLOYEES	25,324	34,110	0	0	0
01-4700-5105	HEALTH & LIFE INSURANCE	27,419	34,320	29,910	33,000	20,590
01-4700-5107	WORKERS' COMPENSATION	3,248	3,720	3,910	3,720	3,440
01-4700-5108	PERS	46,435	66,110	54,850	54,970	56,410
01-4700-5110	MEDICARE	2,827	3,070	3,000	3,450	2,280
01-4700-5111	SICK LEAVE/VACATION BUYBACK	1,838	5,830	9,800	3,090	8,450
	<b>TOTAL PERSONNEL</b>	<b>264,350</b>	<b>315,490</b>	<b>293,480</b>	<b>299,810</b>	<b>234,890</b>
<b>OPERATIONS</b>						
01-4700-6201	CONFERENCE & MEETINGS	877	3,000	3,000	3,000	3,000
01-4700-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	31,662	36,200	38,490	38,500	40,000
01-4700-6205	OFFICE SUPPLIES	12,635	10,000	10,000	10,000	10,000
01-4700-6207	POSTAGE	10,473	11,000	11,000	11,000	11,000
01-4700-6208	VEHICLE OPERATIONS	3,172	4,000	4,000	4,000	4,000
01-4700-6210	PRINTING	5,254	4,000	8,400	4,000	4,500
01-4700-6214	MILEAGE REIMBURSEMENT	972	800	800	800	800
01-4700-6215	VEHICLE/CELL ALLOWANCE	3,759	3,600	4,020	2,080	2,080
01-4700-6216	PROFESSIONAL SERVICES	7,890	7,000	8,000	8,000	8,000
01-4700-6219	PHOTOCOPY SUPPLIES	2,937	5,000	5,000	5,000	5,000
01-4700-6220	OFFICE EQUIPMENT RENTAL	37,192	45,000	45,000	45,000	45,000
01-4700-6247	EQUIPMENT MAINTENANCE	7,640	7,820	7,820	7,820	7,820
01-4700-6250	WATER	4,196	3,900	3,900	3,900	3,900
01-4700-6251	ELECTRICITY	60,845	55,800	55,800	56,000	56,000
01-4700-6253	TELEPHONE	39,394	45,300	45,300	35,000	35,000
01-4700-6256	EQUIPMENT USAGE	(44,832)	(52,820)	(52,820)	(52,820)	(52,820)
01-4700-6265	COMPUTER USAGE	13,686	14,760	14,760	14,570	14,690
	<b>TOTAL OPERATIONS</b>	<b>197,753</b>	<b>204,360</b>	<b>212,470</b>	<b>195,850</b>	<b>197,970</b>
<b>CAPITAL</b>						
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>462,104</b>	<b>519,850</b>	<b>505,950</b>	<b>495,660</b>	<b>432,860</b>
FUNDING SOURCE: GENERAL		F/T EMPLOYEES	1.92	1.92	1.92	1.92
						1.53

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**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 Services Manager - 30%***

Responsible for managing all operations of the Administrative Services, Human Resources, and Computer Services Divisions. Also, is tasked with setting goals and the preparation of budgets for all Divisions, and overseeing the management and supervision of employees. (20% in 01-4502, 25% in 01-8000, 25% in 41-5800)

***Management Analyst – 35%***

Responsible for various administrative functions, to include the administration, management, and monitoring of the City's Economic Development Division, as well as various special projects, as assigned. Participates in the development of the budget for the Administrative Services Department, monitors program budgets, and develops procedures for efficient department operations. (35% in 01-4800; 20% in 01-5911, 10% in 01-8000)

***Executive Assistant – 87.5%***

Responsible for all secretarial duties for the City Manager's office, which includes correspondences for the City Manager and Administrative Services Manager. Also, responsible for record management, and ensuring all office equipment is in working order. Responsible for assisting the public at the Community Development Department counter (Reception Desk), handling phone calls, business license information, and processing passport applications. (12.5% in 23-5410)

5102 **Regular Part-Time Employees**

***Administrative Intern - 100%***

Provides clerical support to the Administrative Services Department.

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.

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

Provides for the City's membership in the League of California Cities, California Contract Cities, Southern California Association of Governments, San Gabriel Valley Council of Government, Costco, and other related items.

6205 **Office Supplies**

Provides for the purchase of general office supplies for all departments.

6207 **Postage**

Provides for the postage of 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 two (1) City pool vehicles:

2016 Toyota Tacoma	1370283	100%
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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/Cell Allowance**

Provides for a vehicle and cell phone allowance for the Administrative Services Manager and Management Analyst/Public Information, which are distributed through payroll.

6216 **Professional Services**

Provides for assistance with broadcasting and other administrative 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 five (5) copiers located at: City Hall (2), Teen Center, Senior Center and MDRS.

- 6247 **Equipment Maintenance**  
Provides for service agreements for the postage meter, microfiche machine, recording system, and cable services.
- 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  
2023-24 BUDGET**

**PROGRAM: GENERAL GOVERNMENT**

**SUB-PROGRAM: COMMUNITY PROMOTIONS**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
<b>PERSONNEL</b>						
01-4800-5101	REGULAR SALARIES	0	0	0	0	71,700
01-4800-5105	HEALTH & LIFE INSURANCE	0	0	0	0	11,480
01-4800-5107	WORKERS' COMPENSATION	0	0	0	0	2,080
01-4800-5108	PERS	0	0	0	0	6,040
01-4800-5110	MEDICARE	0	0	0	0	1,140
01-4800-5111	SICK LEAVE/VACATION BUYBACK	0	0	0	0	3,070
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>95,510</b>
<b>OPERATIONS</b>						
01-4800-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	1,772	2,300	2,300	2,500	2,500
01-4800-6215	VEHICLE/CELL ALLOWANCE	0	0	0	0	2,720
01-4800-6227	CONTRACTUAL SERVICES	0	100	100	0	100
01-4800-6229	COMMUNITY RELATIONS	10,020	15,000	18,500	13,500	15,000
01-4800-6256	EQUIPMENT USAGE	0	0	0	0	1,350
01-4800-6265	COMPUTER USAGE	0	0	0	0	8,190
	<b>TOTAL OPERATIONS</b>	<b>11,792</b>	<b>17,400</b>	<b>20,900</b>	<b>16,000</b>	<b>29,860</b>
<b>CAPITAL</b>						
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>11,792</b>	<b>17,400</b>	<b>20,900</b>	<b>16,000</b>	<b>125,370</b>
FUNDING SOURCE: GENERAL		0.00	0.00	0.00	0.00	0.85

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**

**COMMUNITY PROMOTIONS (4800)**

Community Promotions 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 promotion or 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 Military Banner program.

**PERSONNEL:**

5101 **Regular Salaries**

***Management Analyst – 35%***

Responsible for various administrative functions, including the administration, management, and monitoring of the City's Economic Development Division, as well as various special projects, as assigned. Participates in the development of the budget for the Administrative Services Department, monitors program budgets, and develops procedures for efficient department operations. (35% in 01-4800; 20% in 01-5911, 10% in 01-8000)

***Management Analyst/Public Information Officer - 50%***

Responsible for the dissemination of information through social media posts, press releases, website postings, and cable programming. Responsible for cable television programming including various productions, City Council meetings, Digital Information Board, and playback schedule. Also, responsible for the purchase, maintenance, repair of cable equipment, and City website administration. (25% in 01-4502, 25% in 4900)

5105 - 5111 See Appendix

**OPERATIONS:**

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

Provides for the yearly membership dues to California Association of Public Information Officials (CAPIO). Also, provides for a film license through the Motion Picture Licensing Corporation (MPLC), and music licenses through American Society of Composers, Authors and Publishers (ASCAP), Broadcast Music Inc. (BMI), and Society of European Stage Authors & Composers (SESAC).

6215 **Vehicle/Cell Allowance**

Provides for a vehicle and cell phone allowance for the Management Analyst/Public Information Officer and Management Analyst, which is distributed through payroll.



6227 **Contractual Services**

Provides for the purchase of Walnut Historical books through a publishing company.

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 City Council, Commissioners, and staff, military and holiday banner installation.

6256 - 6265 See Appendix



**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: GENERAL GOVERNMENT**

**SUB-PROGRAM: CABLE TV ADMINISTRATION**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
<b>PERSONNEL</b>						
01-4900-5101	REGULAR SALARIES	0	0	0	0	37,810
01-4900-5105	HEALTH & LIFE INSURANCE	0	0	0	0	6,080
01-4900-5107	WORKERS' COMPENSATION	0	0	0	0	720
01-4900-5108	PERS	0	0	0	0	3,190
01-4900-5110	MEDICARE	0	0	0	0	630
01-4900-5111	SICK LEAVE/VACATION BUYBACK	0	0	0	0	1,590
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>50,020</b>
<b>OPERATIONS</b>						
01-4900-6201	CONFERENCE & MEETINGS	0	1,500	1,500	1,500	1,500
01-4900-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	100	100	100	100	100
01-4900-6215	VEHICLE/CELL ALLOWANCE	0	0	0	0	1,400
01-4900-6227	CONTRACTUAL SERVICES	0	1,000	1,000	1,000	1,000
01-4900-6256	EQUIPMENT USAGE	0	0	0	0	720
01-4900-6265	COMPUTER USAGE	0	0	0	0	4,340
01-4900-6275	CABLE PROGRAMMING SUPPLIES	213	500	500	500	500
	<b>TOTAL OPERATIONS</b>	<b>313</b>	<b>3,100</b>	<b>3,100</b>	<b>3,100</b>	<b>9,560</b>
<b>CAPITAL</b>						
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>313</b>	<b>3,100</b>	<b>3,100</b>	<b>3,100</b>	<b>59,580</b>
FUNDING SOURCE: FRANCHISE TAX (\$1,058,000)		0.00	0.00	0.00	0.00	0.45

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**

**2023-24**

**CABLE TELEVISION ADMINISTRATION (4900)**

Cable Television Administration provides for the education of the public via cable television. Primary functions include the production of informative news slides, 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.

**PERSONNEL:**

5101 **Regular Salaries**

***Management Analyst – 20%***

Responsible for attending City 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. (80% in 01-4300)

***Management Analyst/Public Information Officer - 25%***

Responsible for the dissemination of information through social media posts, press releases, website postings, and cable programming. Responsible for cable television programming including various productions, City Council meetings, Digital Information Board, and playback schedule. Also, responsible for the purchase, maintenance, repair of cable equipment, and City website administration. (25% in 01-4502, 50% in 4800)

5105 - 5111 See Appendix

**OPERATIONS:**

6201 **Conference & Meetings**

Provides for the Management Analyst/Public Information Officer or designee to attend the California Association of Public Information Officials (CAPIO) annual conference in April and other public information opportunities.

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

Provides for the membership in the States of California and Nevada Chapter (SCAN) National Association of Telecommunication Officers and Advisors (NATOA).

6215 **Vehicle/Cell Allowance**

Provides for a vehicle and cell phone allowance for the Management Analyst/Public Information Officer and Management Analyst, which is distributed through payroll.

6227 **Contractual Services**

Provides for payment to contracted film and photographer assistance, as needed, for special televised events. Also, provides payment for technical support with Council Chamber equipment and maintenance.

6256 - 6265 See Appendix

6275 **Cable Programming Supplies**

Provides for programming expenses (i.e., purchase or rental) of cameras, video and audio supplies, and external hard drives. Also, provides payment for the purchase of small equipment, graphic design memberships, and equipment maintenance and repairs.



**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: GENERAL GOVERNMENT**

**SUB-PROGRAM: CABLE TV EQUIPMENT**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
35-4900-6227	CONTRACTUAL SERVICES	3,550	3,550	3,550	3,550	7,000
	<b>TOTAL OPERATIONS</b>	<b>3,550</b>	<b>3,550</b>	<b>3,550</b>	<b>3,550</b>	<b>7,000</b>
	<b>CAPITAL</b>					
35-4900-8402	MACHINERY & EQUIPMENT	3,546	100,000	110,000	110,000	25,000
	<b>TOTAL CAPITAL</b>	<b>3,546</b>	<b>100,000</b>	<b>110,000</b>	<b>110,000</b>	<b>25,000</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>7,096</b>	<b>103,550</b>	<b>113,550</b>	<b>113,550</b>	<b>32,000</b>
FUNDING SOURCE: CABLE TV PEG FEES (\$37,500)						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**

**CABLE TELEVISION EQUIPMENT (35-4900)**

Cable Television Equipment 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.

**OPERATIONS:**

6227 **Contractual Services**

Provides for the annual maintenance service fee of all cable equipment.

**CAPITAL:**

8402 **Machinery & Equipment**

Provides for purchase of various cable production equipment per DIVCA (AB2987) guidelines.



**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: GENERAL GOVERNMENT**

**SUB-PROGRAM: OPEB**

APPROPRIATION DETAIL					
ACCOUNT NO.	ACTIVITY	2021-22		2022-23	2023-24
		ACTUAL	BUDGET	REVISED BUDGET	APPROVED ESTIMATE BUDGET
	<b>PERSONNEL</b>				
51-4200-5105	HEALTH & LIFE INSURANCE	5,870	9,200	9,200	10,800
	<b>TOTAL PERSONNEL</b>	<b>5,870</b>	<b>9,200</b>	<b>9,200</b>	<b>10,800</b>
	<b>OPERATIONS</b>				
	<b>TOTAL OPERATIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>CAPITAL</b>				
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>5,870</b>	<b>9,200</b>	<b>9,200</b>	<b>10,800</b>
FUNDING SOURCE: OPEB					

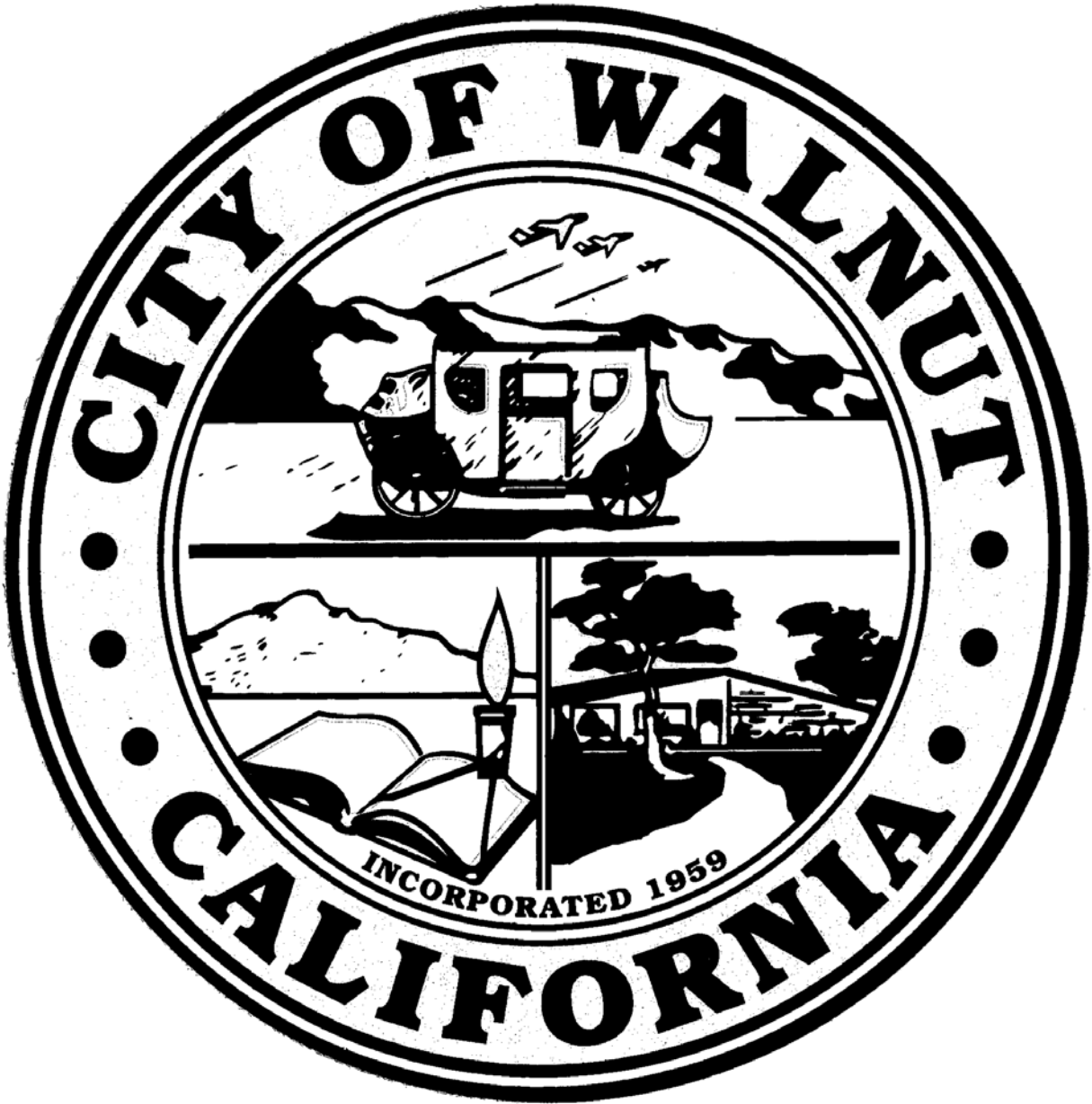
**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**OPEB (51-4200)**

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:**

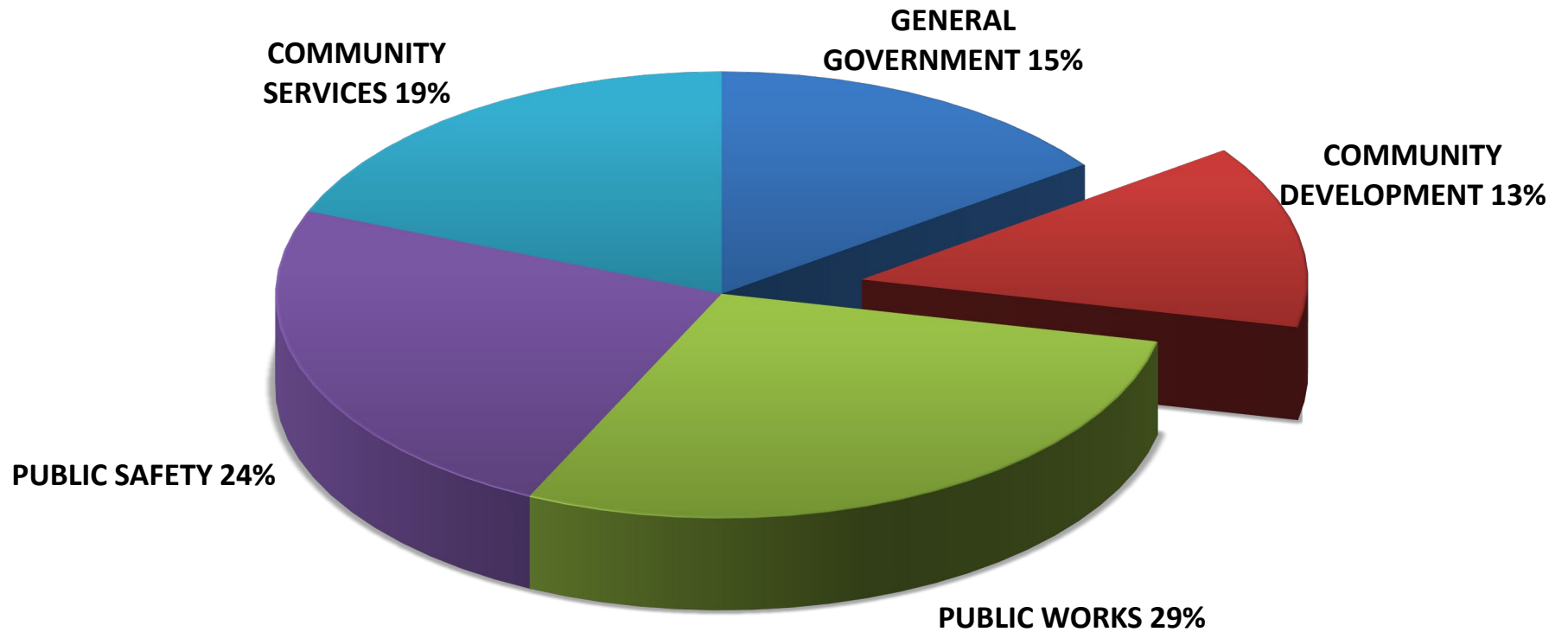
5105 **Health & Life Insurance**

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



# **Community Development**

# COMMUNITY DEVELOPMENT FISCAL YEAR 2023-24



**Total Community Development Budget  
\$2,924,760**

**CITY OF WALNUT**  
**COMMUNITY DEVELOPMENT**  
**PROGRAM GOALS & PERFORMANCE MEASURES**

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

In **2023-24**, the Community Development Department will work to achieve the following goals:

1. Encourage new housing opportunities by continuing to efficiently process entitlements for new, proposed developments (including Accessory Dwelling Units), implement the updated Housing Element (2021 – 2029) of the General Plan, per the requirements set by the State of California, as well as facilitate the long-term interest of Walnut by providing new housing opportunities. The Community Development Department will strive to serve the Walnut community through comprehensive planning, efficient and effective operations, and long term quality of all projects in order to *Exceed Expectations and Enhance Civic Pride*.
2. Promote and foster economic development by continuing the Small Business Grant(s) program and implementing the “Business of the Quarter” Program for new and existing businesses. The retention and recruitment of businesses increases the local tax base, creates jobs, maximizes the use of commercial properties, and diversifies the economy in order to *Promote Public Safety* and other vital City services in an effort to maintain the high quality of life that residents take *Pride* in.
3. Analyze developments by implementing the Site Plan/Architectural Review Development Review Process, as outlined within the Walnut Municipal Code (WMC), improving efficiency and effectiveness in the review of development applications to enhance Walnut’s physical environment.
4. Maintain strong fiscal management of LA County Metropolitan Transportation Authority (METRO) funds through continuing development of municipal transportation projects, such as (but not limited to) the Dial-A-Ride program and the maintenance of Bus Stop Shelters and the City’s Park-n-Ride lot.
5. *Exceed expectations* through the newly implemented Code Enforcement Software system which increases productivity, and promotes *cost efficiency*. Code Enforcement will continue to *encourage open discussion, Collaboration, and Education* with the community on all Code Enforcement matters in order to protect public health and property values through the enforcement of property maintenance standards as set forth in the WMC. Code Enforcement will strive to *Exceed Expectations and Enhance Civic Pride* by providing

the community with brochures, handouts, informational documents, and perform community outreach to ensure that residents are aware of the City's property maintenance standards to preserve and foster Walnut's character and quality of life.

6. Continue to develop and implement program monitoring policies for the existing Walnut Housing Authority Senior Citizen Affordable Housing Program. Through an updated and expedited review process of Transfer Applications, the WHA will *Exceed Expectations* and *Enhance Civic Pride* for all existing and incoming Walnut Residents.

In **2022-23**, the Community Development Program worked to achieve the following goals:

1. Encourage new housing opportunities by continuing to efficiently process entitlements for new, proposed developments (including Accessory Dwelling Units), and implement the newly updated Housing Element of the General Plan to facilitate the long-term interest of Walnut through innovative housing opportunities. Examples of Residential development include Mixed – Use project(s) within the West Valley Specific Plan, the “Las Colinas” developments off Francesca Drive, and other infill projects throughout the community. The Community Development Department will strive to serve the Walnut community through comprehensive planning, efficient and effective operations, and long term quality of all projects in order to *Exceed Expectations and Enhance Civic Pride*.

**Performance Measure: Staff provided the highest level of customer service coordinating with the owners of several properties to review Specific Plan(s), process Site Plan and Architectural Review cases, and certify environmental documents for the following residential projects:**

- Las Colinas – A residential development comprised of 49 townhomes, located off Francesca Drive between Nogales Drive and Amar Road.
  - The Reddy Project – A mixed-use project located within the West Valley Specific Plan. The project included five (5) residential units and two (2) commercial units on a 0.34 acre site.
2. Promote business development through retention and economic development of existing and new businesses that provide a solid tax base in order to support public safety and other vital City services, while maintaining the high quality of life that residents take *Pride* in. The retention and recruitment of businesses increases the local tax base, creates jobs, maximizes the use of commercial properties, and diversifies the economy in order to *Promote Public Safety* and these vital services.

**Performance Measure: Through funding by the American Rescue Plan Act (ARPA), the City implemented the Business Grant Program. The program awarded one (1) time grants of up to \$5,000 to assist with economic hardship(s) as a result of the COVID – 19 pandemic, in the effort to support and preserve local, small businesses. The City also continues to facilitate Development Agreements (DAs) with developers of larger projects to continue to foster future growth in economic development.**

3. Strive to *Enhance Civic Pride* and *Promote Collaboration* through the adoption and certification of the 2021-2029 Housing Element and the West Valley Comprehensive Sign Program.

**Performance Measure:**

- **The 2021 – 2029 Housing Element was successfully adopted by the Walnut City Council in March, 2022 and sent to the State Housing and Community Development Department (HCD) for review and certification.**
4. Analyze developments by implementing the Site Plan/Architectural Review Development Review Process, as outlined within the Walnut Municipal Code (WMC), improving efficiency and effectiveness in the review of development applications to enhance Walnut’s physical environment.

**Performance Measure:**

- **Monitoring response times for application submittals to achieve established goal times.**
  - **Updating application forms and inter-department policies for a more efficient application process.**
  - **Continuing to assess Staff duties, utilizing contract Staff for efficiencies based on work load and staffing levels.**
  - **Continue to improve technology at the public counter to better assist the community with Planning and Zoning inquiries/needs.**
5. Maintain strong fiscal management of LA County Metropolitan Transportation Authority (METRO) funds through continuing development of municipal transportation projects, such as (but not limited to) the Dial-A-Ride program and the maintenance of Bus Stop Shelters and the City’s Park-n-Ride lot.

**Performance Measure:**

- **The City continued upkeep of Bus Pads and Bus Stop Shelters through the use of Prop A and Prop C funds.**
  - **The City traded unallocated METRO funds (specifically Prop A) to cities for General Fund monies.**
  - **The City continued to work with METRO to apply funds towards new transportation related projects.**
6. *Encourage open discussion, Collaboration, and Education* with the community on Code Enforcement matters in order to protect public health and property values through the enforcement of property maintenance standards as set forth in the WMC. Code Enforcement will strive to *Exceed Expectations by striving to be educated and well informed* by updating brochures, handouts, informational documents, and perform



community outreach to ensure that residents are aware of the City's property maintenance standards that preserve and foster Walnut's character and quality of life.

**Performance Measure:**

- **The Code Enforcement Division had collaborated with the community through enforcement of property standards—responding to approximately 1000 resident submitted complaints.**
- **Disseminated educational material(s) and conducted outreach to the community regarding Code Enforcement, and how to achieve compliance with the WMC.**

**Community Development  
Measurable Outputs**

<b>Output</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Process Planning Applications	150	150	180	185	185
Respond to Code Enforcement Complaints	900	1,000	1,000	1,000	1,200
Process Building/ Mech./Elec./ Plumb. Permits	1,200	1,200	1,350	1,350	1,500
Housing Rehab Loans/Grants	5	4	4	4	5
Dial-A-Ride Members	5,000 Members (Senior/Disabled)	5,000 Members (Senior/Disabled)	5,200 Members (Senior/Disabled)	5,300 Members (Senior/Disabled)	5,300
Metrolink/ Foothill/ EZ Passes Sold	Metrolink 1,500 Foothill 380 MTA 50	Metrolink 1,500 Foothill 380 MTA 50	Metrolink 1,000 Foothill 300 MTA 45	Metrolink 500 Foothill 150 MTA 40	Metrolink 500 Foothill 150 MTA 40

**FY 2023-24**

**Community Development  
Goals and Relationship to the Mission Statement**

In **FY 2023-24**, the Community Development Department has identified six major goals:

1. Encourage new housing opportunities by continuing to efficiently process entitlements for new, proposed developments (including Accessory Dwelling Units), as well as facilitate the long-term interest of Walnut by providing housing opportunities.
2. Promote increased productivity and growth of economic development through the introduction and implementation of promotional program(s) for new and existing business(s) to increase the local tax base in support of public safety and other vital City service(s) residents can take *Pride* in.
3. Analyze developments by implementing the Site Plan/Architectural Review Development Review Process, as outlined within the Walnut Municipal Code (WMC), improving efficiency and effectiveness in the review of development applications to enhance Walnut's physical environment.
4. Maintain strong fiscal management of LA County Metropolitan Transportation Authority (METRO) funds through continuing development of municipal transportation projects, such as (but not limited to) the Dial-A-Ride program and the maintenance of Bus Stop Shelters and the City's Park-n-Ride lot.
5. *Encourage open discussion, Collaboration, and Education* with the community on Code Enforcement matters in order to protect public health and property values through the enforcement of property maintenance standards as set forth in the WMC.
6. Redevelop and implement modified program policies for the existing Walnut Housing Authority Senior Citizen Affordable Housing Program to *Exceed Expectations* and *Enhance Civic Pride* for all existing and incoming Walnut Residents.

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**

	2021-22		2022-23		2023-24
	ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
PERSONNEL EXPENSE	1,492,827	1,507,280	1,390,740	1,171,600	1,236,760
OPERATIONS EXPENSE	1,304,372	1,961,370	2,765,980	2,064,700	1,588,650
<b>TOTAL OPERATING EXPENSE</b>	<b>2,797,199</b>	<b>3,468,650</b>	<b>4,156,720</b>	<b>3,236,300</b>	<b>2,825,410</b>
CAPITAL	146,906	97,460	97,460	97,460	99,350
<b>PROGRAM TOTAL</b>	<b>2,944,105</b>	<b>3,566,110</b>	<b>4,254,180</b>	<b>3,333,760</b>	<b>2,924,760</b>
<b>TOTAL FULL-TIME EMPLOYEES</b>	9.93	8.94	8.93	8.93	6.25
<b>SUB-PROGRAMS:</b>					
			PAGE		
PLANNING	01-5000		136		
CODE ENFORCEMENT	01-5002		140		
BUILDING & SAFETY	01-5100		144		
SUCCESSOR AGENCY ADMIN.	01-5901		148		
ECONOMIC DEVELOPMENT	01-5911 / 08-5911		152		
CDBG - HOUSING REHABILITATION	12-5216		158		
CDBG - SENIOR ACTIVITIES	12-5218 - 12-5220		160		
CDBG - BASIC BAGS 4U	12-5221 - 12-5222		162		
STORM DRAIN/STREET MAINTENANCE	21-6102 - 21-6206		164		
STREET SWEEPING	21-6203		166		
PROPOSITION A	23-5300 - 23-9306		168		
DIAL-A-CAB	23-5410		172		
METROLINK	23-5430		174		
WHA PROJECT ADMINISTRATION	41-5800		176		
WHA HOUSING MONITORING	41-5850		180		

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: COMMUNITY DEVELOPMENT**

**SUB-PROGRAM: PLANNING**

APPROPRIATION DETAIL								
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24		
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET		
<b>PERSONNEL</b>								
01-5000-5101	REGULAR SALARIES	384,935	298,820	241,840	221,970	216,310		
01-5000-5102	REGULAR PART-TIME EMPLOYEES	18,972	38,990	33,130	33,100	65,280		
01-5000-5105	HEALTH & LIFE INSURANCE	56,489	56,100	51,040	34,940	59,570		
01-5000-5107	WORKERS' COMPENSATION	8,053	6,610	5,450	5,040	6,070		
01-5000-5108	PERS	110,624	112,350	78,360	83,780	86,280		
01-5000-5110	MEDICARE	6,460	5,390	4,320	4,290	4,290		
01-5000-5111	SICK LEAVE/VACATION BUYBACK	12,709	18,300	9,230	5,650	8,070		
	<b>TOTAL PERSONNEL</b>	<b>598,242</b>	<b>536,560</b>	<b>423,370</b>	<b>388,770</b>	<b>445,870</b>		
<b>OPERATIONS</b>								
01-5000-6201	CONFERENCE & MEETINGS	5,030	750	750	750	750		
01-5000-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	1,014	800	800	800	800		
01-5000-6206	ADVERTISING	6,606	2,800	3,260	3,260	4,500		
01-5000-6208	VEHICLE OPERATIONS	962	1,000	1,000	1,000	1,100		
01-5000-6215	VEHICLE/CELL ALLOWANCE	9,602	7,620	6,540	6,540	3,860		
01-5000-6216	PROFESSIONAL SERVICES	169,958	25,000	25,000	25,000	25,000		
01-5000-6231	MAPS, PRINTS, PHOTOS, FILM	0	350	850	350	350		
01-5000-6256	EQUIPMENT USAGE	5,731	4,390	4,390	4,390	3,340		
01-5000-6265	COMPUTER USAGE	32,510	22,150	22,150	21,870	20,230		
	<b>TOTAL OPERATIONS</b>	<b>231,413</b>	<b>64,860</b>	<b>64,740</b>	<b>63,960</b>	<b>59,930</b>		
<b>CAPITAL</b>								
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		
	<b>SUB-PROGRAM TOTAL</b>	<b>829,655</b>	<b>601,420</b>	<b>488,110</b>	<b>452,730</b>	<b>505,800</b>		
FUNDING SOURCE: GENERAL			F/T EMPLOYEES	4.54	2.88	2.88	2.88	2.10

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**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 – 50%***

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

***Planning and Code Enforcement Manager – 30%***

Supervises and participates in advanced, highly-complex Planning and Code Enforcement project(s) and activities. Also responsible for the CDBG program, Prop A, Prop C, Measure R, Measure M and special projects. (30% in 01-5002, 40% in 41-5850)

***Associate Planner – 40%***

Responsible for processing projects to completion in the areas of Planning and Housing. Assists in the area(s) of Code Enforcement, as needed. (40% in 01-5002, 20% in 41-5800)

***Associate Planner – 40%***

Responsible for processing projects and/or cases to completion/compliance in the areas of Planning and Code Enforcement. In addition, assists with the processing of business licenses related to Planning and Zoning requirements. (10% in 01-5002, 50% in 41-5800)

***Code Enforcement Specialist – 50%***

Responsible for enforcing and attaining compliance with zoning and property maintenance regulations. Also provides assistance to the Planners by reviewing Planning, Housing and Code Enforcement projects. (50% in 01-5002)

***Planning Commission - 5 Members***

The Planning Commissioners serve as an advisory body to the City Council regarding community development, in accordance with the general plan, municipal code, and City policies. Provides for Planning Commissioner's compensation (\$50 for each meeting they attend or a maximum of \$600 a year, per each commissioner).

5102 **Regular Part-Time Employees**

***Community Development Technician - 80%***

Responsible for Planning Commission agendas and minutes, processing regular correspondence(s) for the Community Development Department, provides support for the front counter, answering phone calls, general customer inquiries, and provides a wide-range of interdepartmental administrative support for City Hall. (20% in 01-5002)

***Administrative Intern (3) – 100%***

Provides support for the front counter, answering phone calls, general customer inquiries, and providing a wide-range of interdepartmental administrative support for City Hall.

5105 - 5111 See Appendix

**OPERATIONS:**

6201 **Conference & Meetings**

Provides for one member of the Planning Commission 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, and one yearly membership to the American Planning Association. Also, includes membership in LAFCO and notary bonding and fees.

6206 **Advertising**

Provides for publication of public notices and meetings.

6208 **Vehicle Operations**

Provides for the operation costs for the Community Development Director vehicle:

2019 Buick Regal Sportback    1557419    50% (25% in 01-5100, 25% in 41-5800)

6215 **Vehicle/Cell Allowance**

Provides for vehicle allowance and cell phone allowance for the Planning and Code Enforcement Manager, Associate Planner, Assistant Planners, which are distributed through payroll. Additionally, provides for cell phone allowance for the Director of Community Development, which is distributed through payroll.

6216 **Professional Services**

Provides for the implementation and administration of the Community Development Block Grant Program. Also, 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.

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 aerial photo updates as needed.

6256 - 6265 See Appendix

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: COMMUNITY DEVELOPMENT**

**SUB-PROGRAM: CODE ENFORCEMENT**

APPROPRIATION DETAIL							
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24	
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET	
<b>PERSONNEL</b>							
01-5002-5101	REGULAR SALARIES	197,569	188,040	98,840	106,640	112,440	
01-5002-5102	REGULAR P/T EMPLOYEES	0	0	17,540	11,280	7,280	
01-5002-5105	HEALTH & LIFE INSURANCE	26,476	28,350	31,070	25,410	19,100	
01-5002-5107	WORKERS' COMPENSATION	4,444	5,070	4,880	2,590	3,030	
01-5002-5108	PERS	56,956	62,790	49,140	48,250	25,680	
01-5002-5110	MEDICARE	3,272	3,040	2,850	1,840	1,890	
01-5002-5111	SICK LEAVE/VACATION BUYBACK	20,225	12,710	7,700	1,080	4,380	
	<b>TOTAL PERSONNEL</b>	<b>308,942</b>	<b>300,000</b>	<b>212,020</b>	<b>197,090</b>	<b>173,800</b>	
<b>OPERATIONS</b>							
01-5002-6201	CONFERENCE & MEETINGS	99	600	600	500	500	
01-5002-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	95	150	150	150	200	
01-5002-6210	PRINTING	7	1,000	540	500	500	
01-5002-6214	MILEAGE REIMBURSEMENT	0	200	200	0	0	
01-5002-6215	VEHICLE/CELL ALLOWANCE	5,959	6,540	5,980	2,950	2,500	
01-5002-6216	PROFESSIONAL SERVICES/ABATEMENT	0	0	0	0	0	
01-5002-6227	CONTRACTUAL SERVICES	0	1,000	1,000	1,000	1,000	
01-5002-6231	MAPS, PRINTS, PHOTOS, FILM	0	0	0	0	0	
01-5002-6239	UNIFORMS	220	300	300	300	300	
01-5002-6253	TELEPHONE	912	1,000	1,000	1,000	1,000	
01-5002-6256	EQUIPMENT USAGE	3,150	3,210	3,210	3,210	2,070	
01-5002-6265	COMPUTER USAGE	17,864	16,180	16,180	15,980	12,530	
	<b>TOTAL OPERATIONS</b>	<b>28,306</b>	<b>30,180</b>	<b>29,160</b>	<b>25,590</b>	<b>20,600</b>	
<b>CAPITAL</b>							
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
	<b>SUB-PROGRAM TOTAL</b>	<b>337,248</b>	<b>330,180</b>	<b>241,180</b>	<b>222,680</b>	<b>194,400</b>	
FUNDING SOURCE: GENERAL		F/T EMPLOYEES	1.90	2.10	2.10	2.10	1.30



**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**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**

***Planning and Code Enforcement Manager – 30%***

Supervises and participates in advanced, highly-complex Planning and Code Enforcement project(s) and activities. Also responsible for the CDBG program, Prop A, Prop C, Measure R, Measure M and special projects. (30% in 01-5002, 40% in 41-5850)

***Associate Planner – 40%***

Responsible for processing projects to completion in the areas of Planning and Housing. Assists in the area(s) of Code Enforcement, as needed. (40% in 01-5000, 20% in 41-5800)

***Associate Planner – 10%***

Responsible for processing projects and/or cases to completion/compliance in the areas of Planning and Code Enforcement. In addition, assists with the processing of business licenses related to Planning and Zoning requirements. (40% in 01-5000, 50% in 41-5800)

***Code Enforcement Specialist – 50%***

Responsible for enforcing and attaining compliance with zoning and property maintenance regulations. Also provides assistance to the Planners by reviewing Planning, Housing and Code Enforcement projects. (50% in 01-5002)

5102 **Regular Part-Time Employees**

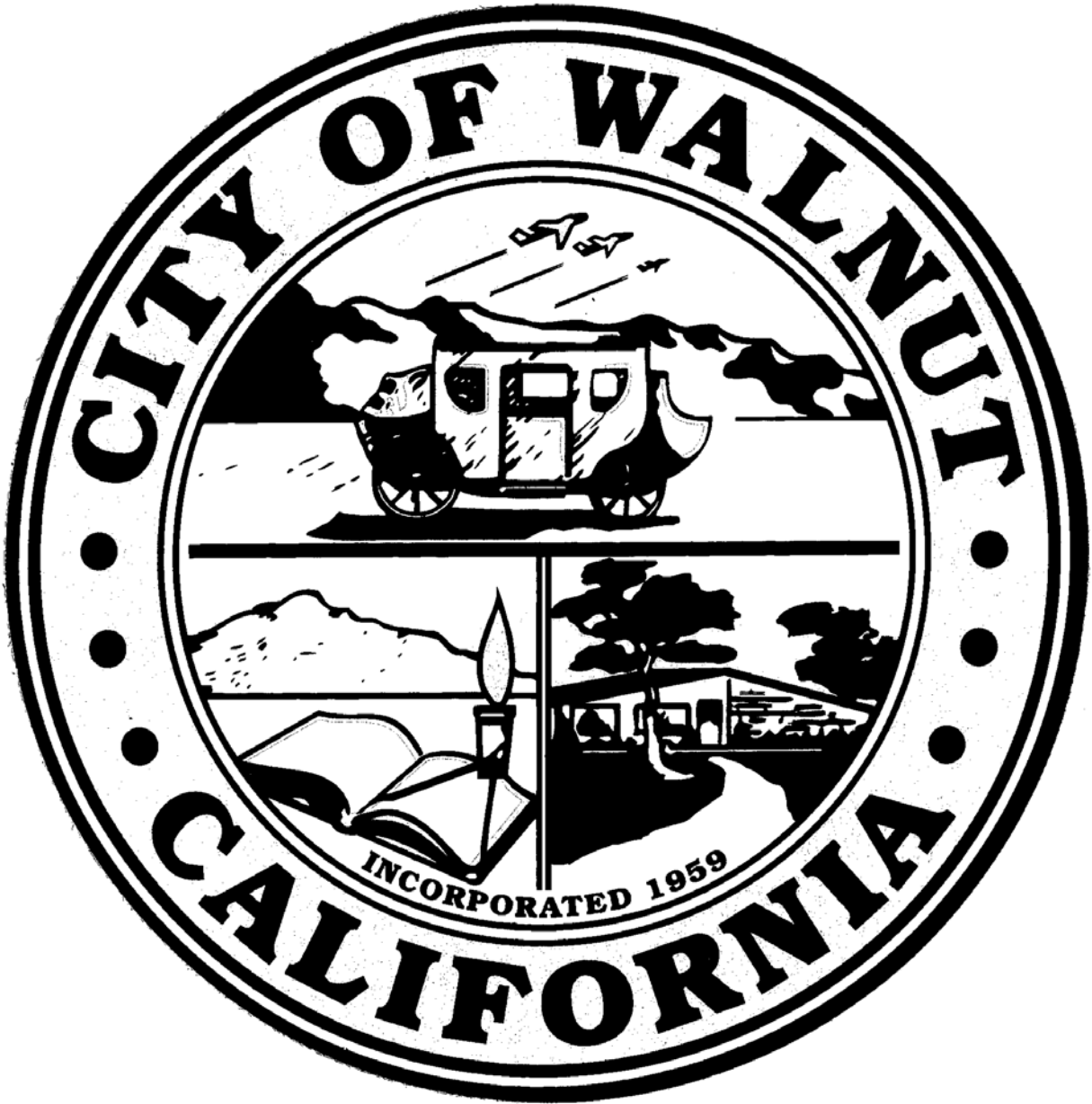
***Administrative Intern – 20%***

Provides support for the front counter, answering phone calls, general customer inquiries, and providing a wide-range of interdepartmental administrative support for City Hall. (80% in 01-5000)

5105 - 5111 See Appendix

## OPERATIONS:

- 6201 **Conference & Meetings**  
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 up to 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/Cell Allowance**  
Provides for a vehicle allowance and cell phone allowance for the Planning and Code Enforcement and Associate Planners, which are distributed through payroll.
- 6216 **Professional Services/Abatement**  
Provides for legal consulting services for code enforcement compliance, and an independent hearing officer to conduct administrative citation and nuisance abatement appeal hearings as needed. Also, provides for nuisance abatement work that is reimbursed to the City through the process of placing a lien on the violating property.
- 6227 **Contractual Services**  
Provides for contract services to perform nuisance abatement.
- 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 wireless and cellular service for Code Enforcement iPads.
- 6256 - 6265 See Appendix



**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: COMMUNITY DEVELOPMENT**

**SUB-PROGRAM: BUILDING & SAFETY**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
<b>PERSONNEL</b>						
01-5100-5101	REGULAR SALARIES	44,115	34,000	34,000	34,040	36,730
01-5100-5102	REGULAR PART-TIME EMPLOYEES	0	0	5,850	5,850	0
01-5100-5105	HEALTH & LIFE INSURANCE	6,020	4,280	5,830	2,680	4,280
01-5100-5107	WORKERS' COMPENSATION	933	630	740	670	700
01-5100-5108	PERS	16,159	13,360	13,360	15,040	16,770
01-5100-5110	MEDICARE	690	520	610	670	560
01-5100-5111	SICK LEAVE/VACATION BUYBACK	2,249	1,440	1,440	2,050	1,520
	<b>TOTAL PERSONNEL</b>	<b>70,165</b>	<b>54,230</b>	<b>61,830</b>	<b>61,000</b>	<b>60,560</b>
<b>OPERATIONS</b>						
01-5100-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	0	130	130	130	130
01-5100-6208	VEHICLE OPERATIONS	481	700	700	700	700
01-5100-6215	VEHICLE/CELL ALLOWANCE	151	150	150	150	200
01-5100-6233	BUILDING INSPECTION SERVICES	436,862	616,250	616,250	590,000	386,250
01-5100-6249	INDUSTRIAL WASTE SERVICE	33,110	30,000	30,000	35,000	35,000
01-5100-6256	EQUIPMENT USAGE	569	380	380	380	400
01-5100-6265	COMPUTER USAGE	3,219	1,930	1,930	1,900	2,410
	<b>TOTAL OPERATIONS</b>	<b>474,391</b>	<b>649,540</b>	<b>649,540</b>	<b>628,260</b>	<b>425,090</b>
<b>CAPITAL</b>						
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>544,556</b>	<b>703,770</b>	<b>711,370</b>	<b>689,260</b>	<b>485,650</b>
FUNDING SOURCE: GENERAL		F/T EMPLOYEES	0.45	0.25	0.25	0.25
(PLAN CHECK & INSPECTION SERVICES OFFSET BY FEES CHARGED)						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**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, MTA and Successor Agency activities. (50% in 01-5000, 25% in 41-5800)

5102 **Regular Part-Time Employees**

***Administrative Intern***

Provides support for the front counter, answering phone calls, general customer inquiries, and providing a wide-range of interdepartmental administrative support for City Hall. In Fiscal Year 2023-24 moved to 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 operation costs for the Community Development Director vehicle:

2019 Buick Regal Sportback 1557419 25% (50% in 01-5000, 25% in 41-5800)

6215 **Vehicle/Cell Allowance**

Provides for a cell phone allowance for Community Development Director, which is distributed through payroll.

6233 **Building Inspection Services**

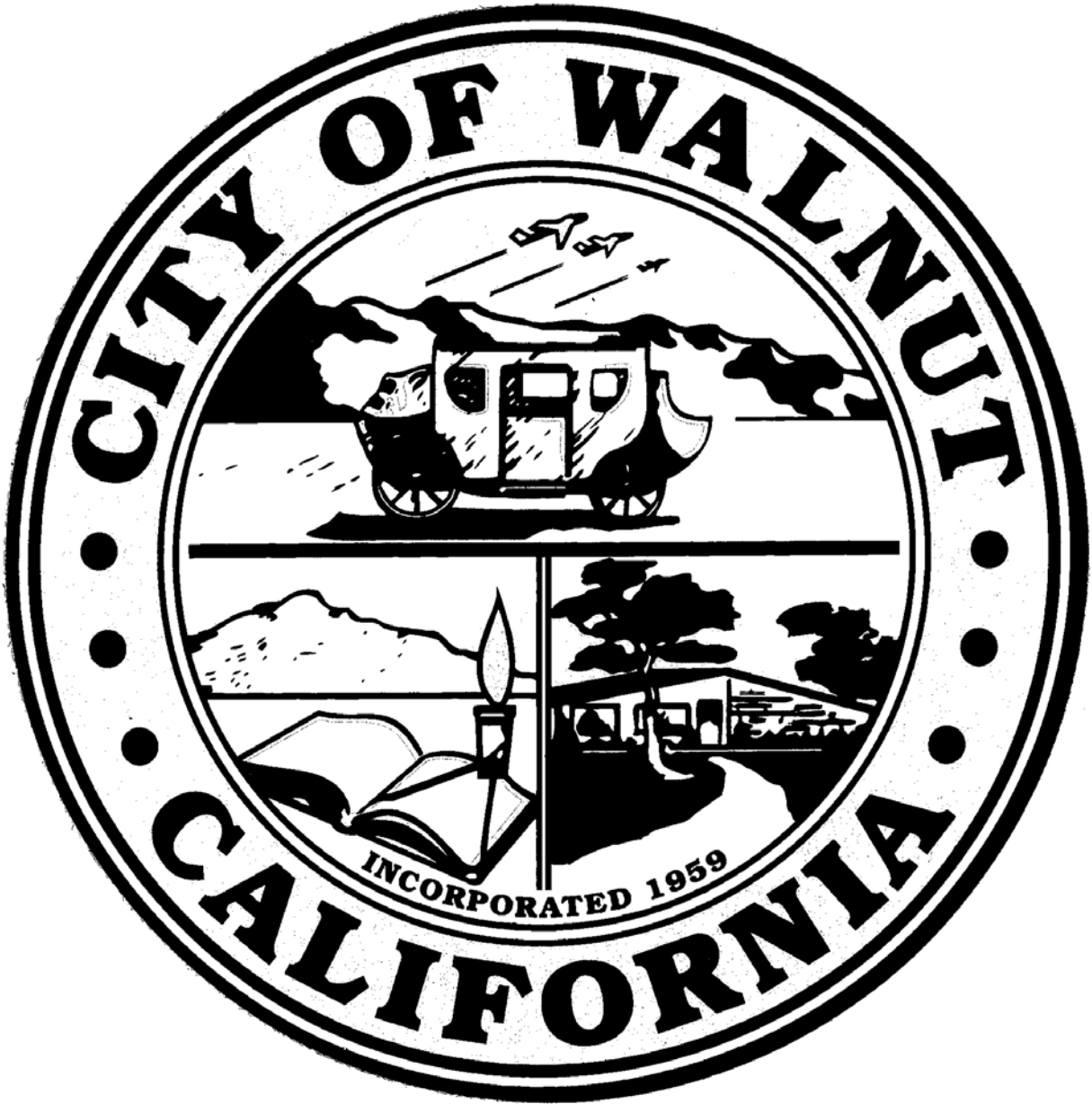
Provides for building plan check and building inspection services through a contract agreement with City Engineers, including staff and public counter assistance, energy plan checks, full plan checks, standard plan checks, and building & safety permits. The budget amount is comprised of the following:

01-3220 Building & Safety - Full Plan Check	\$275,000 x 45% = \$123,750
01-3230 Building & Safety - Standard Plan Check	\$ 0 x 20% = \$ 0
01-3240 Building & Safety - Permits	\$750,000 x 35% = <u>\$262,500</u>
	Total: <u>\$386,250</u>

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  
2023-24 BUDGET**

**PROGRAM: COMMUNITY DEVELOPMENT**

**SUB-PROGRAM: SUCCESSOR AGENCY ADMIN**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	BUDGET	ESTIMATE	APPROVED BUDGET
<b>PERSONNEL</b>						
01-5901-5101	REGULAR SALARIES	0	0	0	0	0
01-5901-5105	HEALTH & LIFE INSURANCE	0	0	0	0	0
01-5901-5107	WORKERS' COMPENSATION	0	0	0	0	0
01-5901-5108	PERS	0	0	0	0	0
01-5901-5110	MEDICARE	0	0	0	0	0
01-5901-5111	SICK LEAVE/VACATION BUYBACK	0	0	0	0	0
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>OPERATIONS</b>						
01-5901-6208	VEHICLE OPERATIONS	0	0	0	0	0
01-5901-6215	VEHICLE/CELL ALLOWANCE	0	0	0	0	0
01-5901-6216	PROFESSIONAL SERVICES	6,386	0	0	0	0
01-5901-6218	SPECIAL LEGAL FEES	0	0	0	0	0
01-5901-6227	CONTRACTUAL SERVICES	0	0	0	0	0
01-5901-6256	EQUIPMENT USAGE	0	0	0	0	0
01-5901-6265	COMPUTER USAGE	0	0	0	0	0
	<b>TOTAL OPERATIONS</b>	<b>6,386</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>CAPITAL</b>						
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>6,386</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
FUNDING SOURCE: GENERAL		F/T EMPLOYEES	0.00	0.00	0.00	0.00
REDEVELOPMENT PROPERTY TAX TRUST FUND (\$0)						



**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**

**SUCCESSOR AGENCY ADMINISTRATION (5901)**

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

*The Successor Agency Administration Funding dissolved in Fiscal Year 2020-21.*

**PERSONNEL:**

**5101 Regular Salaries**

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

<b>City Manager</b>	<b>0%</b>
<b>Community Development Director</b>	<b>0%</b>
<b>Director of Administrative Services</b>	<b>0%</b>
<b>City Clerk</b>	<b>0%</b>
<b>Finance Officer</b>	<b>0%</b>
<b>Finance Analyst</b>	<b>0%</b>
<b>Accounting Technician</b>	<b>0%</b>

5105 - 5111 See Appendix

**OPERATIONS:**

**6208 Vehicle Operations**

Provides for vehicle operations for the City Manager and the Community Development Director.

**6215 Vehicle/Cell Allowance**

Provides for a vehicle allowance for the Director of Administrative Services, City Clerk, Finance Officer, and Finance Analyst, which is distributed through payroll. Also, provides for a cell phone allowance for City Manager, Community Development Director, Director of Administrative Services, City Clerk, Finance Officer, and Finance Analyst, which is distributed through payroll.

**6216 Professional Services**

Provides for fiscal, procedural and bond consultants.

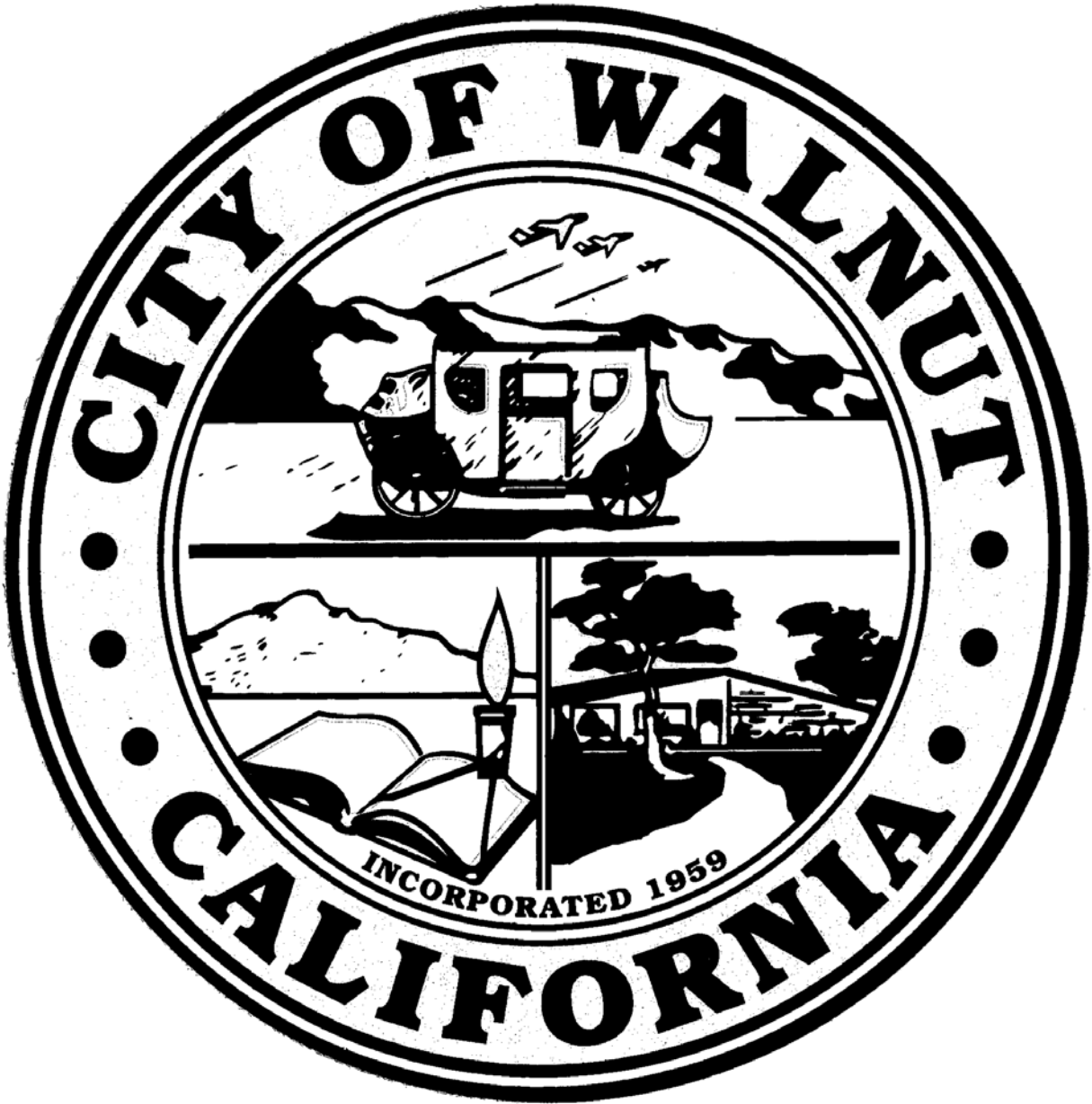
6218 **Special Legal Fees**

Provides for legal consulting expenses.

6227 **Contractual Services**

Provides for record retention, software maintenance, and miscellaneous expenditures.

6256 – 6265 See Appendix



**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: COMMUNITY DEVELOPMENT**

**SUB-PROGRAM: ECONOMIC DEVELOPMENT**

APPROPRIATION DETAIL							
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24	
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET	
<b>PERSONNEL</b>							
01-5911-5101	REGULAR SALARIES	11,323	22,360	42,680	35,100	16,750	
01-5911-5105	HEALTH & LIFE INSURANCE	1,426	3,720	7,100	6,830	2,700	
01-5911-5107	WORKERS' COMPENSATION	202	950	1,810	650	730	
01-5911-5108	PERS	878	1,850	3,530	2,810	1,410	
01-5911-5110	MEDICARE	179	360	680	670	270	
01-5911-5111	SICK LEAVE/VACATION BUYBACK	0	520	990	1,140	380	
	<b>TOTAL PERSONNEL</b>	<b>14,008</b>	<b>29,760</b>	<b>56,790</b>	<b>47,200</b>	<b>22,240</b>	
<b>OPERATIONS</b>							
01-5911-6201	CONFERENCE & MEETINGS	0	2,500	2,500	2,500	2,500	
01-5911-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	0	100	100	100	100	
01-5911-6215	VEHICLE/CELL ALLOWANCE	345	830	1,580	1,450	640	
01-5911-6216	PROFESSIONAL SERVICES	2,000	0	0	0	0	
01-5911-6227	CONTRACTUAL SERVICE/DEVELOPER AGREEMENT	0	0	0	0	75,200	
01-5911-6229	COMMUNITY RELATIONS	134	600	5,600	1,100	1,500	
01-5911-6256	EQUIPMENT USAGE	0	420	420	420	320	
01-5911-6265	COMPUTER USAGE	0	2,120	2,120	2,090	1,930	
	<b>TOTAL OPERATIONS</b>	<b>2,479</b>	<b>6,570</b>	<b>12,320</b>	<b>7,660</b>	<b>82,190</b>	
<b>CAPITAL</b>							
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
	<b>SUB-PROGRAM TOTAL</b>	<b>16,487</b>	<b>36,330</b>	<b>69,110</b>	<b>54,860</b>	<b>104,430</b>	
FUNDING SOURCE: GENERAL		F/T EMPLOYEES	0.00	0.28	0.28	0.28	0.20

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**

**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 Fiscal Year 2003-04.

**PERSONNEL:**

5101 **Regular Salaries**

***Management Analyst – 20%***

Responsible for various administrative functions, to include the administration, management, and monitoring of the City's Economic Development Division, as well as various special projects, as assigned. Participates in the development of the budget for the Administrative Services Department, monitors program budgets, and develops procedures for efficient department operations. (35% in 01-4700, 35% in 01-4800; 10% in 01-8000)

5105 - 5111 See Appendix

**OPERATIONS:**

6201 **Conference & Meetings**

Provides for attendance of City staff at the annual International Council of Shopping Centers (ICSC) Convention.

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

Provides for membership in the ICSC – Innovating Commerce Serving Communities for the City Manager, Community Development Director, Planning and Code Enforcement Manager, and Senior Planner.

6215 **Vehicle/Cell Allowance**

Provides for vehicle and cell phone allowance for Management Analyst, which is distributed through payroll

6216 **Professional Services**

Provides for contracting consultant services to draft and complete a Hotel Feasibility Study.

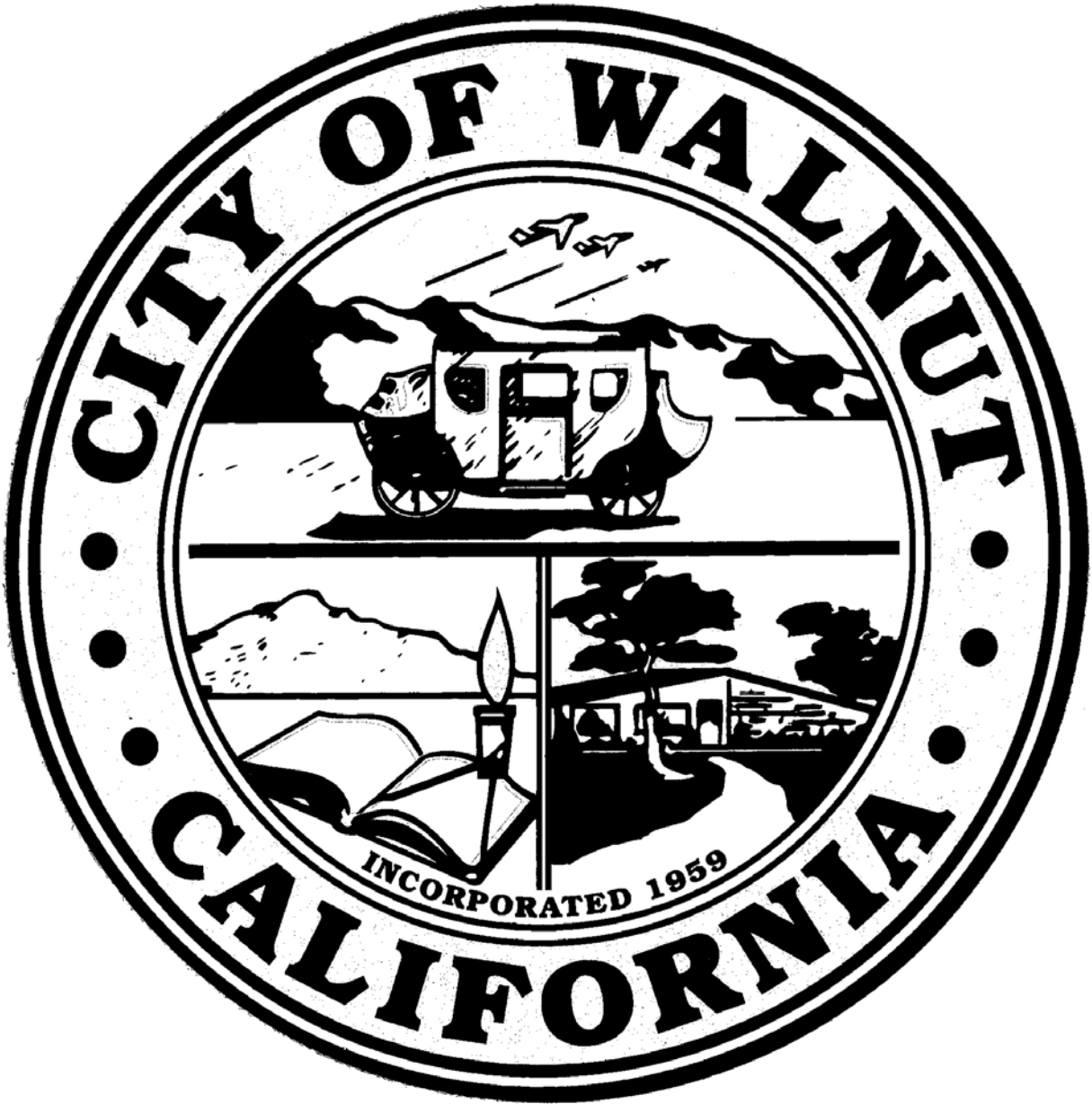
6227 **Contractual Services/Development Agreements**

Provides for the deposit of Development Agreement Fee(s) to promote economic opportunities and enhance the quality of life throughout the City. Fee(s) collected can be applied to programs and projects that encourage development, as determined by the City in its sole and absolute discretion.

6229 **Community Relations**

Provides for the 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).

6256 – 6265 See Appendix



**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: COMMUNITY DEVELOPMENT**

**SUB-PROGRAM: ECONOMIC DEVELOPMENT**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
08-5911-5101	REGULAR SALARIES	0	0	41,160	20,790	0
08-5911-5107	WORKERS' COMPENSATION	0	0	920	390	0
08-5911-5108	PERS	0	0	7,190	2,120	0
08-5911-5110	MEDICARE EXPENSE	0	0	730	310	0
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>50,000</b>	<b>23,610</b>	<b>0</b>
	<b>OPERATIONS</b>					
08-5911-6354	GRANTS	0	550,000	500,000	200,000	0
	<b>TOTAL OPERATIONS</b>	<b>0</b>	<b>550,000</b>	<b>500,000</b>	<b>200,000</b>	<b>0</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>0</b>	<b>550,000</b>	<b>550,000</b>	<b>223,610</b>	<b>0</b>
FUNDING SOURCE:		F/T EMPLOYEES	0.00	0.00	0.00	0.00
AMERICAN RESCUE PLAN ACT (ARPA)						



**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**

**ECONOMIC DEVELOPMENT (08-5911)**

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 Fiscal Year 2003-04.

**PERSONNEL:**

5101 **Regular Salaries**

Provided for the administrative services in processing the Business Grant Program, including reviewing, accounting and auditing of applications, documents and payments of grant funds.

5107 - 5110 See Appendix

**OPERATIONS:**

6354 **Grants**

Provides economic development grants to small businesses to help with financial distress due to impacts of the pandemic.

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: COMMUNITY DEVELOPMENT**

**SUB-PROGRAM: CDBG - HOUSING REHAB.**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
12-5216-6216	PROFESSIONAL SERVICES	17,468	19,740	24,000	24,000	20,000
12-5216-6227	CONTRACTUAL SERVICES	2,248	4,000	4,000	4,000	4,000
	<b>TOTAL OPERATIONS</b>	<b>19,716</b>	<b>23,740</b>	<b>28,000</b>	<b>28,000</b>	<b>24,000</b>
	<b>CAPITAL</b>					
12-5216-6350	LOANS	85,661	18,960	18,960	18,960	15,000
12-5216-6354	GRANTS	45,000	60,000	60,000	60,000	65,850
	<b>TOTAL CAPITAL</b>	<b>130,661</b>	<b>78,960</b>	<b>78,960</b>	<b>78,960</b>	<b>80,850</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>150,377</b>	<b>102,700</b>	<b>106,960</b>	<b>106,960</b>	<b>104,850</b>
FUNDING SOURCE: CDBG (\$104,850)						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**

**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 a consultant to administer and process applications. Fees shall equate to no more than 20% of the project amount. This will also include escrow and NOC services from Farmer’s State Bank of Heartland for the City’s CDBG Housing Rehabilitation program.

**6227 Contractual Services**

Provides for services from contracted agency for asbestos related testing services for the City’s CDBG Housing Rehabilitation program.

**CAPITAL:**

**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 \$12,500/application (maximum may be increased to \$15,000/application when coupled with a loan) to qualified elderly or low-mod income persons to perform minor home repairs on single family homes.

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: COMMUNITY DEVELOPMENT**

**SUB-PROGRAM: CDBG - SENIOR ACTIVITIES**

APPROPRIATION DETAIL					
ACCOUNT NO.	ACTIVITY	2021-22		2022-23	2023-24
		ACTUAL	BUDGET	REVISED BUDGET	APPROVED ESTIMATE BUDGET
	<b>PERSONNEL</b>				
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>				
12-5218-6227	SENIOR TRANSPORTATION CONTRACTUAL	9,220	17,270	17,270	20,750
12-5220-6227	GAINING RECOVERY OF WIDOWHOOD	2,400	2,500	2,500	2,500
	<b>TOTAL OPERATIONS</b>	<b>11,620</b>	<b>19,770</b>	<b>19,770</b>	<b>23,250</b>
	<b>CAPITAL</b>				
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>11,620</b>	<b>19,770</b>	<b>19,770</b>	<b>23,250</b>
FUNDING SOURCE: CDBG (\$23,250)					

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**

**C.D.B.G – SENIOR ACTIVITIES (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.

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: COMMUNITY DEVELOPMENT**

**SUB-PROGRAM: CDBG - BASIC BAGS 4U**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
12-5221-6216	BASIC BAGS 4 U - SENIOR PROGRAM	0	0	0	0	0
12-5222-6216	BASIC BAGS 4 U - SENIOR PROGRAM	8,250	4,900	640	640	2,500
	<b>TOTAL OPERATIONS</b>	<b>8,250</b>	<b>4,900</b>	<b>640</b>	<b>640</b>	<b>2,500</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>8,250</b>	<b>4,900</b>	<b>640</b>	<b>640</b>	<b>2,500</b>
FUNDING SOURCE: CDBG (\$2,500)						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**

**C.D.B.G - BASIC BAGS 4 U PROGRAM (FUND 12)**

This program is from the Coronavirus Aid, Relief and Economic Security Act (CARES Act). Basic Bags 4 U program is a modified meal delivery program that delivers groceries to our at-risk (elderly and disabled) residents each week. This program services approximately 100 Walnut households.

**OPERATIONS:**

12-5221-6216 **Professional Services**

Provides for pre-packed grocery deliveries to Walnut seniors using CDBG CARES-Act funds.

12-5222-6216 **Professional Services**

Provides for pre-packed grocery deliveries to Walnut seniors using CDBG funds.

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: COMMUNITY DEVELOPMENT**

**SUB-PROGRAM: STORM DRAIN/STREET MAINTENANCE**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
21-6102-6227	CONTRACTUAL SERVICES (Storm Drain)	65,000	65,000	65,000	65,000	70,000
21-6106-6227	CONTRACTUAL SERVICES (Street Maintenance)	196,551	225,000	225,000	225,000	0
21-6206-6227	CONTRACTUAL SERVICES (Street Maintenance)	0	0	0	0	250,000
	<b>TOTAL OPERATIONS</b>	<b>261,551</b>	<b>290,000</b>	<b>290,000</b>	<b>290,000</b>	<b>320,000</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>261,551</b>	<b>290,000</b>	<b>290,000</b>	<b>290,000</b>	<b>320,000</b>
FUNDING SOURCE: MEASURE M (\$320,000)						



**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**

**STORM DRAIN / STREET MAINTENANCE (FUND 21)**

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

**OPERATIONS:**

21-6102-6227 **Contractual Services (Storm Drain)**

Provides for maintenance of citywide storm drains.

21-6206-6227 **Contractual Services (Street Maintenance)**

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 were added to the budget (West Covina). (Formerly charged to 21-6102-6227)

- \* 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

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: COMMUNITY DEVELOPMENT**

**SUB-PROGRAM: STREET SWEEPING**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
21-6203-6227	CONTRACTUAL SERVICES	69,718	74,000	74,000	74,000	83,000
	<b>TOTAL OPERATIONS</b>	<b>69,718</b>	<b>74,000</b>	<b>74,000</b>	<b>74,000</b>	<b>83,000</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>69,718</b>	<b>74,000</b>	<b>74,000</b>	<b>74,000</b>	<b>83,000</b>
FUNDING SOURCE: MEASURE M (\$83,000)						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**STREET SWEEPING (21-6203)**

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

**OPERATIONS:**

**6227 Contractual Services**

Provides a partial payment to the contracted agency that provides street sweeping services (\$83,000 funded from Fund 21-6203 and \$32,000 funded from Fund 09-5610). Also, provides for summer special sweep around Collegewood School and other special sweeps as needed.

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: COMMUNITY DEVELOPMENT**

**SUB-PROGRAM: PROPOSITION A**

APPROPRIATION DETAIL					
ACCOUNT NO.	ACTIVITY	2021-22		2022-23	2023-24
		ACTUAL	BUDGET	REVISED BUDGET	APPROVED ESTIMATE BUDGET
<b>PERSONNEL</b>					
23-5300-5101	REGULAR SALARIES	14,664	23,430	23,430	2,490 0
23-5300-5105	HEALTH & LIFE INSURANCE	2,445	3,380	3,380	470 0
23-5300-5107	WORKERS' COMPENSATION	260	380	380	50 0
23-5300-5108	PERS	1,131	1,940	1,940	310 0
23-5300-5110	MEDICARE	211	390	390	40 0
23-5300-5111	SICK LEAVE/VACATION BUYBACK	0	930	930	0 0
	<b>TOTAL PERSONNEL</b>	<b>18,710</b>	<b>30,450</b>	<b>30,450</b>	<b>3,360 0</b>
<b>OPERATIONS</b>					
23-5300-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	4,530	4,530	4,530	4,530 4,530
23-5300-6215	VEHICLE/CELL ALLOWANCE	498	780	780	0 0
23-5307-6227	TRANSFER CONTRACTUAL SERVICES	0	500,000	800,000	500,000 300,000
23-5315-6227	PARK & RIDE CONTRACTUAL SERVICES	7,451	8,000	8,000	8,000 8,000
23-5315-6250	PARK & RIDE WATER	4,207	4,000	4,000	4,000 4,500
23-5315-6251	PARK & RIDE ELECTRICITY	637	1,000	1,000	1,100 1,300
23-9306-6227	RECREATION EXCURSIONS	12,142	29,000	29,000	29,000 35,000
	<b>TOTAL OPERATIONS</b>	<b>29,463</b>	<b>547,310</b>	<b>847,310</b>	<b>546,630 353,330</b>
<b>CAPITAL</b>					
23-5310-8410	BUS SHELTER SOLAR LIGHTING	0	4,800	4,800	4,800 4,800
23-5311-8410	BUS BENCH REPLACEMENT	16,245	13,700	13,700	13,700 13,700
	<b>TOTAL CAPITAL</b>	<b>16,245</b>	<b>18,500</b>	<b>18,500</b>	<b>18,500 18,500</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>64,419</b>	<b>596,260</b>	<b>896,260</b>	<b>568,490 371,830</b>
FUNDING SOURCE:		F/T EMPLOYEES		0.25	0.25
PROP A (\$371,830)				0.25	0.00

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**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**

***Planning and Code Enforcement Manager\****

Supervises and participates in advanced, highly-complex Planning and Code Enforcement project(s) and activities. Also responsible for the CDBG program, Prop A, Prop C, Measure R, Measure M and special projects. (\*Administrative costs cannot exceed 20% of the overall FY expenditures).

5105 - 5111 See Appendix

**OPERATIONS:**

23-5300-6203 **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.

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

Provides for a vehicle and cell phone allowance for the Planning and Code Enforcement Manager, which are distribute through payroll.

23-5307-6227 **Transfer Contractual Services**

Provides for the exchange of Proposition A Transportation funds approved by the Metropolitan Transportation Authority (MTA).

23-5315-6227 **Park & Ride Contractual Services**

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

23-5315-6250 **Park & Ride Water**

Provides for irrigation of landscaping at the lot.

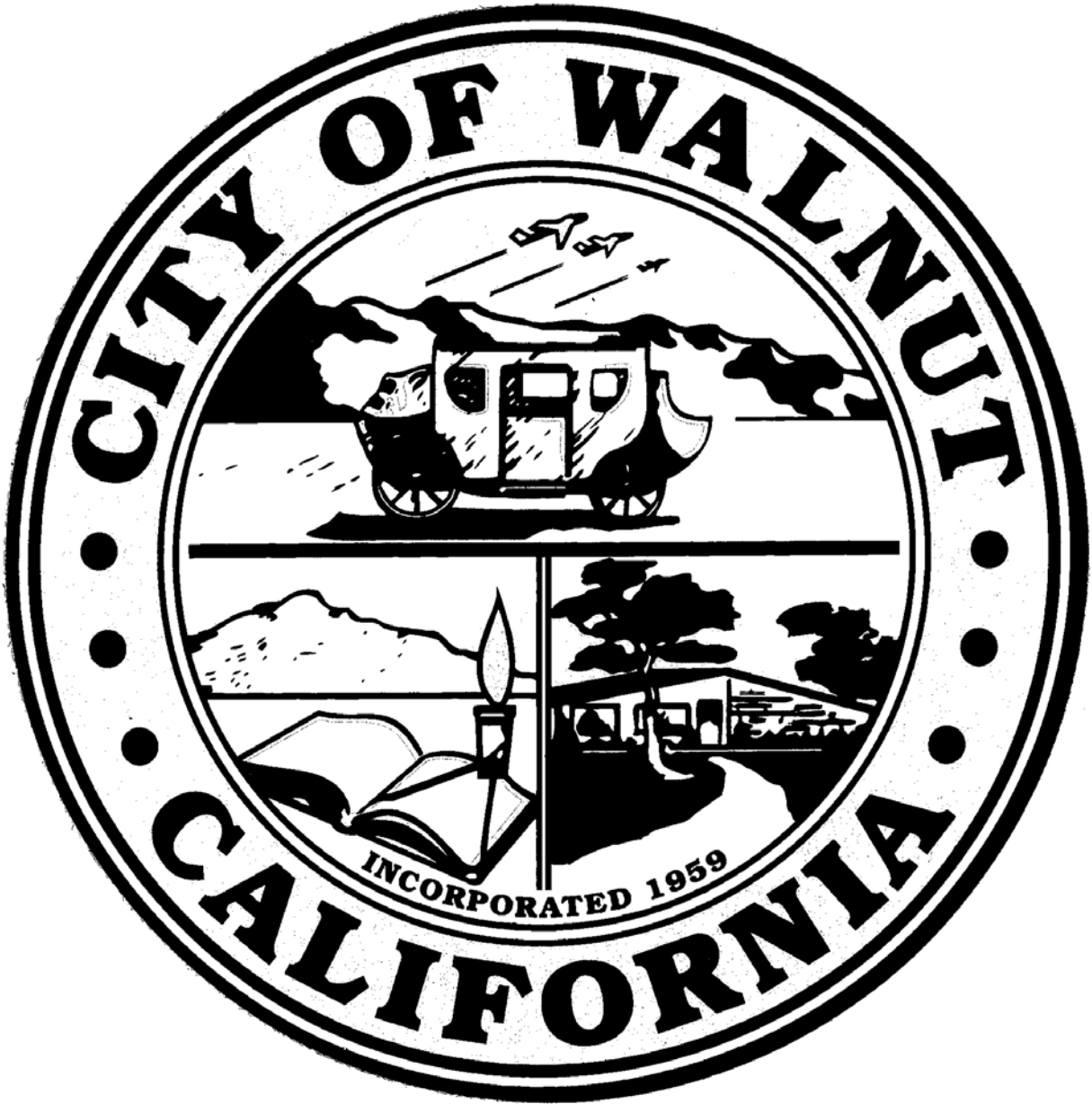
23-5315-6251 **Park & Ride Electricity**  
Provides for lighting of the parking lot.

23-9306-6227 **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:**

23-5310-8410 **Bus Shelter – Solar lighting**  
Provides for solar panel lighting at various bus shelters.

23-5311-8410 **Bus Bench Replacement – Improvements Other Than Buildings**  
Provides for the replacement of damaged bus benches.



**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: COMMUNITY DEVELOPMENT**

**SUB-PROGRAM: DIAL-A-CAB**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
<b>PERSONNEL</b>						
23-5410-5101	REGULAR SALARIES	7,675	9,580	9,580	9,730	10,380
23-5410-5105	HEALTH & LIFE INSURANCE	1,359	1,690	1,690	1,710	1,690
23-5410-5107	WORKERS' COMPENSATION	129	180	180	170	200
23-5410-5108	PERS	3,380	4,270	4,270	4,310	4,900
23-5410-5110	MEDICARE	105	150	150	140	160
23-5410-5111	SICK LEAVE/VACATION BUYBACK	0	180	180	180	200
	<b>TOTAL PERSONNEL</b>	<b>12,649</b>	<b>16,050</b>	<b>16,050</b>	<b>16,240</b>	<b>17,530</b>
<b>OPERATIONS</b>						
23-5410-6205	OFFICE SUPPLIES	0	350	350	350	350
23-5410-6227	CONTRACTUAL SERVICES	117,392	150,000	150,000	130,000	140,000
	<b>TOTAL OPERATIONS</b>	<b>117,392</b>	<b>150,350</b>	<b>150,350</b>	<b>130,350</b>	<b>140,350</b>
<b>CAPITAL</b>						
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>130,042</b>	<b>166,400</b>	<b>166,400</b>	<b>146,590</b>	<b>157,880</b>
FUNDING SOURCE:		F/T EMPLOYEES	0.13	0.13	0.13	0.13
PROP A (\$157,880)						



**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**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 qualifying Walnut residents to travel within a five-mile radius of the City and to certain approved locations outside the five-mile radius.

**PERSONNEL:**

5101 **Regular Salaries**

***Executive Assistant – 12.5%***

Responsible for all secretarial duties for the City Manager's Office, which includes correspondence for City Manager. 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. (87.5% in 01-4700)

5105 - 5111 See Appendix

**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.

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: COMMUNITY DEVELOPMENT**

**SUB-PROGRAM: METROLINK**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
<b>PERSONNEL</b>						
23-5430-5101	REGULAR SALARIES	9,975	11,110	11,110	8,150	9,690
23-5430-5105	HEALTH & LIFE INSURANCE	1,685	1,690	1,690	1,520	1,690
23-5430-5107	WORKERS' COMPENSATION	174	210	210	150	190
23-5430-5108	PERS	3,765	4,950	4,950	4,360	4,570
23-5430-5110	MEDICARE	141	170	170	120	150
23-5430-5111	SICK LEAVE/VACATION BUYBACK	0	210	210	0	220
	<b>TOTAL PERSONNEL</b>	<b>15,741</b>	<b>18,340</b>	<b>18,340</b>	<b>14,300</b>	<b>16,510</b>
<b>OPERATIONS</b>						
23-5430-6215	VEHICLE ALLOW/CELL	320	380	380	0	0
23-5430-6227	CONTRACTUAL SERVICES	1,824	49,620	49,620	2,500	10,000
	<b>TOTAL OPERATIONS</b>	<b>2,144</b>	<b>50,000</b>	<b>50,000</b>	<b>2,500</b>	<b>10,000</b>
<b>CAPITAL</b>						
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>17,885</b>	<b>68,340</b>	<b>68,340</b>	<b>16,800</b>	<b>26,510</b>
FUNDING SOURCE:		F/T EMPLOYEES	0.13	0.13	0.13	0.13
PROP A (\$26,510)						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**METROLINK SUBSIDY (23-5430)**

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:**

5101 **Regular Salaries**

***Accounting Technician- 12.5%***

Responsible for recording accounts receivable, processing payroll, prepares monthly deposit accounts reconciliations and assisting with processing passport applications.

Handles the annual W2 reporting and quarterly tax reporting. Serves as primary backup to the cashiering functions. (67.5% in 01-4500, 20% in 05-8200)

5105 - 5111 See Appendix

**OPERATIONS:**

6215 **Vehicle/Cell Allowance**

Fiscal Year 2021-22, provided for vehicle allowance and cell phone allowance for Finance Analyst, which was distributed through payroll.

6227 **Contractual Services**

Provides for reduction in price to Walnut residents for Metrolink transportation. Subsidy is set at \$32 per pass up to a maximum of 300 passes per month. For Fiscal Year 2023-24, the City budgeted for 117 passes per month.

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: COMMUNITY DEVELOPMENT**

**SUB-PROGRAM: WHA PROJ. ADMINISTRATION**

APPROPRIATION DETAIL							
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24	
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET	
<b>PERSONNEL</b>							
41-5800-5101	REGULAR SALARIES	239,836	252,850	252,850	223,930	231,580	
41-5800-5105	HEALTH & LIFE INSURANCE	29,389	31,390	31,390	27,900	25,970	
41-5800-5107	WORKERS' COMPENSATION	4,338	4,640	4,640	4,160	4,460	
41-5800-5108	PERS	89,878	88,030	88,030	89,140	101,470	
41-5800-5110	MEDICARE	3,869	3,970	3,970	3,490	3,650	
41-5800-5111	SICK LEAVE/VACATION BUYBACK	17,857	11,590	11,590	8,640	14,090	
	<b>TOTAL PERSONNEL</b>	<b>385,168</b>	<b>392,470</b>	<b>392,470</b>	<b>357,260</b>	<b>381,220</b>	
<b>OPERATIONS</b>							
41-5800-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	0	250	250	250	250	
41-5800-6208	VEHICLE OPERATIONS	1,350	1,300	1,300	1,300	1,300	
41-5800-6215	VEHICLE/CELL ALLOWANCE	5,506	5,860	5,860	4,470	4,630	
41-5800-6216	PROFESSIONAL SERVICES	13,293	10,000	10,000	10,000	10,000	
41-5800-6256	EQUIPMENT USAGE	2,429	3,250	3,250	3,250	2,780	
41-5800-6265	COMPUTER USAGE	13,750	16,370	16,370	16,170	16,860	
41-5800-6278	BANK CHARGES	411	300	300	300	400	
	<b>TOTAL OPERATIONS</b>	<b>36,738</b>	<b>37,330</b>	<b>37,330</b>	<b>35,740</b>	<b>36,220</b>	
<b>CAPITAL</b>							
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
	<b>SUB-PROGRAM TOTAL</b>	<b>421,906</b>	<b>429,800</b>	<b>429,800</b>	<b>393,000</b>	<b>417,440</b>	
FUNDING SOURCE: WHA (\$417,440)		F/T EMPLOYEES	1.93	2.13	2.13	2.13	1.75

**CITY OF WALNUT  
ANNUAL BUDGET DETAIL  
2023-24**

**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:

<b>Walnut Housing Authority Members</b>	<b>(\$50 per meeting)</b>
<b>City Manager</b>	<b>25%</b>
<b>Director of Finance</b>	<b>15%</b>
<b>Director of Community Development</b>	<b>25%</b>
<b>Administration Services Manager</b>	<b>25%</b>
<b>City Clerk</b>	<b>10%</b>
<b>Associate Planner</b>	<b>50%</b>
<b>Associate Planner</b>	<b>20%</b>
<b>Finance Analyst</b>	<b>2.5%</b>
<b>Accounting Technician</b>	<b>2.5%</b>

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 the operations of the City Manager's vehicle and the Community Development Director's vehicle:

2019 Toyota Prius	1486243	25% (75% in 01-4100)
2019 Buick Regal Sportback	1557419	25% (50% in 01-5000, 25% in 01-5100)

6215 **Vehicle/Cell Allowance**

Provides for vehicle allowance for the Director of Finance, City Clerk, Administrative Services Manager, Associate Planners, and Finance Analyst, which is distributed through payroll. Also, provides for a cell phone allowance for the City Manager, Director of Finance, Director of Community Development, City Clerk, Administrative Services Manager, Associate Planners, and Finance Analyst, which is distributed through payroll.

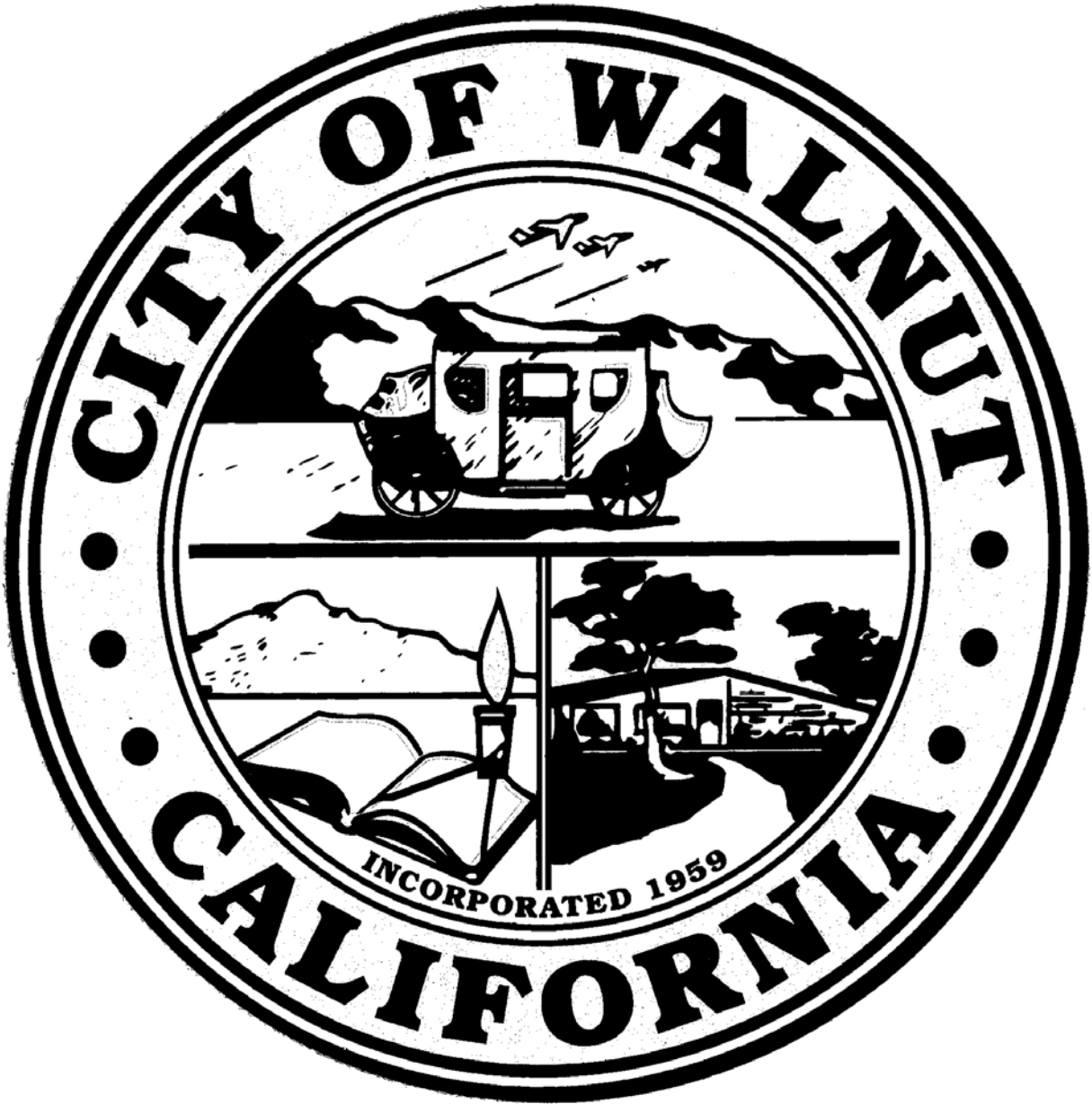
6216 **Professional Services**

Provides for property appraisals, property profiles, title searches, pro-forma housing review, and legal services rendered by the City Attorney.

6256 – 6265 See Appendix

6278 **Bank Charges**

Provides for banking activity for WHA bank accounts.



**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: COMMUNITY DEVELOPMENT**

**SUB-PROGRAM: WHA HOUSING MONITORING**

APPROPRIATION DETAIL							
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24	
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET	
<b>PERSONNEL</b>							
41-5850-5101	REGULAR SALARIES	49,054	70,010	70,010	37,880	53,090	
41-5850-5102	REGULAR PART-TIME EMPLOYEES	4,403	19,490	19,490	12,950	38,170	
41-5850-5105	HEALTH & LIFE INSURANCE	8,885	18,540	18,540	5,760	13,140	
41-5850-5107	WORKERS' COMPENSATION	937	2,810	2,810	930	1,740	
41-5850-5108	PERS	3,938	14,910	14,910	4,380	7,630	
41-5850-5110	MEDICARE	859	1,430	1,430	870	1,460	
41-5850-5111	SICK LEAVE/VACATION BUYBACK	1,126	2,230	2,230	0	3,800	
	<b>TOTAL PERSONNEL</b>	<b>69,202</b>	<b>129,420</b>	<b>129,420</b>	<b>62,770</b>	<b>119,030</b>	
<b>OPERATIONS</b>							
41-5850-6215	VEHICLE/CELL ALLOWANCE	2,186	2,440	2,440	1,290	1,200	
41-5850-6216	PROFESSIONAL SERVICES	2,217	2,500	2,500	2,500	2,500	
41-5850-6250	WATER	399	500	500	500	0	
41-5850-6256	EQUIPMENT USAGE	0	1,220	1,220	1,220	640	
41-5850-6265	COMPUTER USAGE	0	6,160	6,160	6,090	3,850	
	<b>TOTAL OPERATIONS</b>	<b>4,802</b>	<b>12,820</b>	<b>12,820</b>	<b>11,600</b>	<b>8,190</b>	
<b>CAPITAL</b>							
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
	<b>SUB-PROGRAM TOTAL</b>	<b>74,004</b>	<b>142,240</b>	<b>142,240</b>	<b>74,370</b>	<b>127,220</b>	
FUNDING SOURCE:		F/T EMPLOYEES	0.60	0.80	0.80	0.80	0.40
WHA - LOW/MOD (\$127,220)							



**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**

**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. 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 affordable housing law.

**PERSONNEL:**

5101 **Regular Salaries**

***Planning and Code Enforcement Manager – 40%***

Supervises and participates in advanced, highly-complex Planning and Code Enforcement project(s) and activities. Also responsible for the CDBG program, Prop A, Prop C, Measure R, Measure M and special projects. (30% in 01-5000, 30% in 01-5002)

5102 **Regular Part-Time Employees**

***Community Development Technician - 100%***

Responsible for administration, management, and monitoring of the City's Senior (Affordable) Housing projects. In addition, responsible for special projects, as assigned.

5105 - 5111 See Appendix

**OPERATIONS:**

6215 **Vehicle/Cell Allowance**

Provides for a vehicle and cell allowance for Planning and Code Enforcement Manager, which are distributed through payroll.

6216 **Professional Services**

Provides for a consultant related to implementation and monitoring of any affordable housing. Starting in Fiscal Year 2021-22, City staff will monitor affordable housing.

6250 **Water**

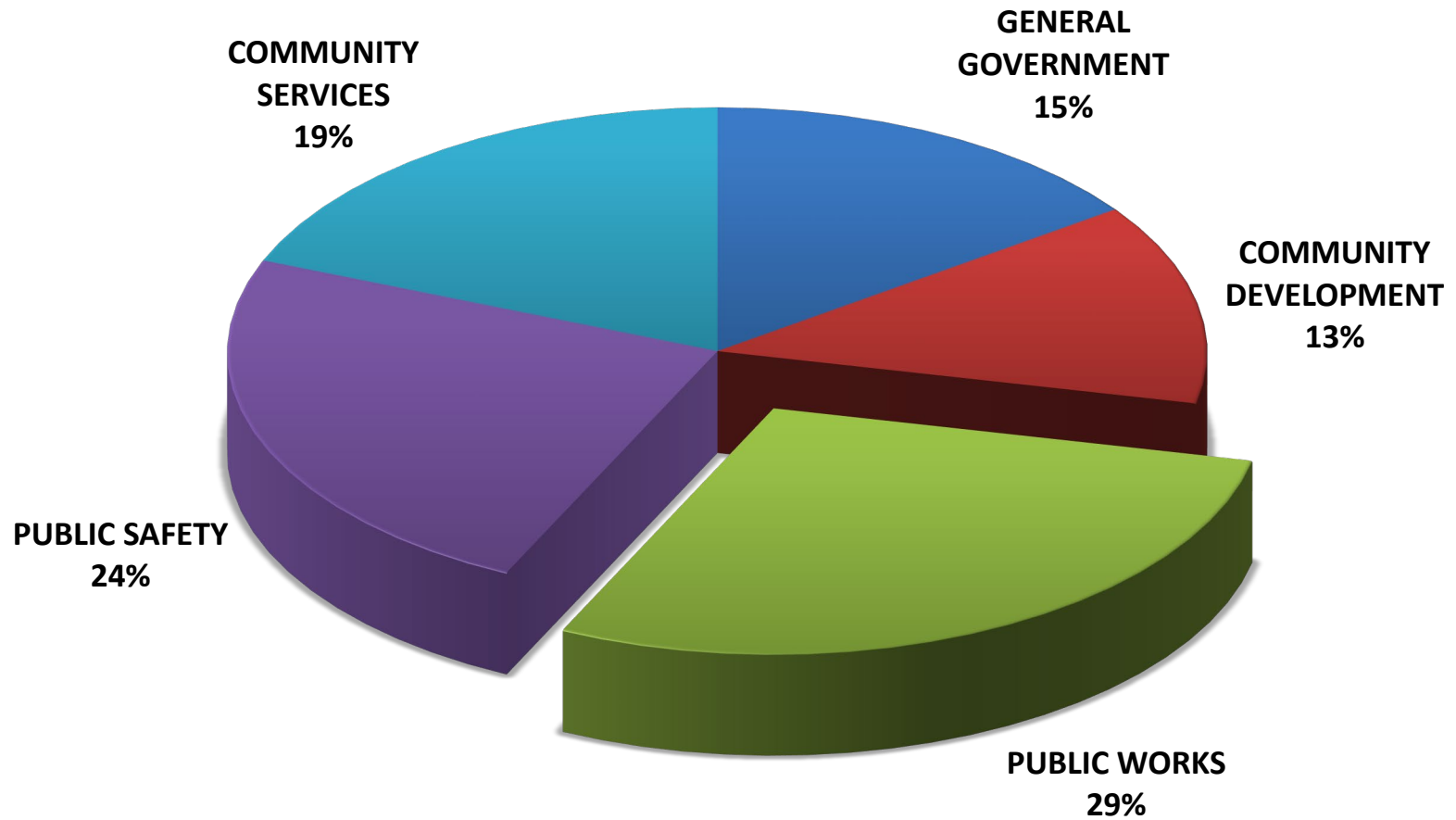
Provides for irrigation of landscaping at the lot.

6256 – 6265 See Appendix



# **Public Works**

# PUBLIC WORKS FISCAL YEAR 2023-24



**Total Public Works Budget  
\$6,299,150**

## 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, NPDES, 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 2023-24**, Public Works will work to achieve the following goals:

1. Retain our highly responsive graffiti abatement program for City right-of ways, parks and facilities. *We will enhance civic pride by ensuring the City is well maintained.*
2. Obtain Champion Status in the San Gabriel Valley Council of Government Energy Champion Program. *We will exceed expectations by seeking new cost efficiencies.*
3. Continue to comply with the requirements of our 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 tree inspections in selected areas identified in parks and arterial and collector roads. *We will exceed expectations by delivering an excellent level of service.*
5. Review Traffic Safety items at the Traffic Safety Committee meetings including accident histories, warrant studies and public input. Identify road projects and other alternatives to assist. *We will enhance civic pride by promoting public safety.*
6. Develop public outreach programs to encourage and inform residents about Walnut's Environmental Services objectives, ordinances, and programs, including mandatory organic waste recycling. *We will collaborate by encouraging open discussion.*

**In 2022-23**, Public Works worked to achieve the following goals:

1. Complete road, H/VAC and sidewalk maintenance projects identified in the Capital Improvement Budget. *We will enhance civic pride by ensuring the City is well maintained.*

#### **Performance Measure: Completed.**

2. Conduct annual large 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. *We will enhance civic pride by ensuring the City is well maintained.*

**Performance Measure: Completed.**

3. Continue to comply with the requirements of our 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: Completed, the City conducted all required testing and installed a WMP storm drain enhancement in the Collegewood area.**

4. Review Traffic Safety items at the Traffic Safety Committee meetings including accident histories, warrant studies and public input. Identify road projects and other alternatives to assist. *We will enhance civic pride by promoting public safety.*

**Performance Measure: Completed.**

5. 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. The Community Services Department works diligently to ensure that all graffiti in the City right-of-way, City parks, and City-owned building and facilities is abated within 48 hours.**

6. Identify, budget, and prioritize construction for Capital Improvement Projects funded by American Rescue Plan Act (ARPA) Funds. *We will exceed expectations by preparing Walnut for the future.*

**Performance Measure: In Progress. The Community Services Department continues to prioritize the construction of ARPA funded projects in order to meet construction deadlines for these restricted funds. These large Capital Improvement Projects require multi-fiscal year timelines as supply chain issues have caused some delays.**

**Public Works  
Measurable Outputs**

<b>Output</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Trees trimmed/serviced/planted	2,000	2,000	2,000	2,000	2,000
Catch basins cleaned	730	730	730	730	730
Graffiti removal requests completed	735	725	700	700	700
Square Feet of streets resurfaced/slurry sealed	2,656,000	2,862,703	2,875,203	2,317,370	2,317,370
Median improvements/upgrades (square footage)	2,000	1,000	2,000	1,000	1,000
Curb miles of streets swept annually	6,969	6,969	6,969	6,969	6,969
Acres of LOSMD maintained	368	368	368	368	368
Traffic safety installations (signals, signs, striping)	140	140	140	140	140
Miles of trails audited per year (for repairs/weed abatement)	33	33	33	33	33
Capital Improvement projects completed (\$100,000 or more)	3	6	8	6	8

**FY 2023-24  
Public Works  
Goals and Relationship to the Mission Statement**

In **FY 2023-24**, the Public Works Division has identified six major goals:

1. Retain our highly responsive graffiti abatement program for City right-of ways, parks and facilities.
2. Obtain Champion Status in the San Gabriel Valley Council of Government Energy Champion Program.
3. Continue to comply with the requirements of our Water Management Plan (WMP) to include: (a) testing, (b) reporting, and if required (c) mitigation.
4. Conduct tree inspections in selected areas identified in parks and arterial and collector roads.
5. Review Traffic Safety items at the Traffic Safety Committee meetings including accident histories, warrant studies and public input. Identify road projects and other alternatives to assist.
6. Develop public outreach programs to encourage and inform residents about Walnut's Environmental Services objectives, ordinances, and programs, including mandatory organic waste recycling.

***The Public Works Division will enhance civic pride by ensuring City parks, streets, LOSMD, public areas and buildings are well maintained.***

**CITY OF WALNUT  
PROGRAM SUMMARY  
PUBLIC WORKS**

	2021-22		2022-23		2023-24
	ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
PERSONNEL EXPENSE	806,189	887,260	887,260	817,670	876,280
OPERATIONS EXPENSE	4,467,104	4,965,350	5,008,426	5,107,540	5,172,280
<b>TOTAL OPERATING EXPENSE</b>	<b>5,273,293</b>	<b>5,852,610</b>	<b>5,895,686</b>	<b>5,925,210</b>	<b>6,048,560</b>
CAPITAL	115,169	250,940	250,940	250,940	250,590
<b>PROGRAM TOTAL</b>	<b>5,388,462</b>	<b>6,103,550</b>	<b>6,146,626</b>	<b>6,176,150</b>	<b>6,299,150</b>
<b>TOTAL FULL-TIME EMPLOYEES</b>	5.70	5.70	5.70	5.70	5.95
<b>SUB-PROGRAMS:</b>			<b>PAGE</b>		
ENVIRONMENTAL SERVICES	01-5600				188
ENGINEERING	01-6000 / 02-6000				192
PUBLIC WORKS ADMINISTRATION	01-6100				196
STREET RIGHT-OF-WAY MAINT.	01-6206				200
WEED ABATEMENT	01-8700				204
BUILDING MAINTENANCE	01-9200				206
GENERAL STREET MAINTENANCE	02-6102				210
STREET RIGHT-OF-WAY MAINT.	02-6206				212
TRAFFIC ENGINEERING	02-6215				214
AIR QUALITY MANAGEMENT	09-5420 - 09-5610				216
LOSMD - ZONE 1	01-7100 / 19-7100				220
LOSMD - ZONE 2	19-7200				223
LOSMD - ZONE 3	01-7300 / 19-7300				224
LOSMD - ZONE 4	01-7400 / 19-7400				226
LOSMD - ZONE 5	19-7500				229
LOSMD - ZONE 6	01-7600 / 19-7600				230
LOSMD - ZONE 7	01-7700 / 19-7700				232
LOSMD - ZONE 8	19-7800				235
LOSMD - ZONE 9	18-7900				237
LOSMD - ZONE 11	19-7911				239
LOSMD - ZONE 12	19-7912				241
CAPITAL EQUIPMENT REPLACEMENT	25-9100				242
ENVIRONMENTAL SERVICES	29-5600				244
USED OIL RECYCLING GRANT	32-5601				246
RECYCLING GRANT	33-5605				248



**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: PUBLIC WORKS**

**SUB-PROGRAM: ENVIRONMENTAL SERVICES**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	BUDGET	ESTIMATE	APPROVED BUDGET
<b>PERSONNEL</b>						
01-5600-5101	REGULAR SALARIES	78,998	90,290	90,290	92,500	109,220
01-5600-5105	HEALTH & LIFE INSURANCE	9,841	9,450	9,450	12,920	16,200
01-5600-5107	WORKERS' COMPENSATION	1,407	1,660	1,660	1,710	2,070
01-5600-5108	PERS	14,544	16,820	16,820	16,890	18,660
01-5600-5110	MEDICARE	1,286	1,380	1,380	1,650	1,680
01-5600-5111	SICK LEAVE/VACATION BUYBACK	6,879	1,720	1,720	1,530	2,070
	<b>TOTAL PERSONNEL</b>	<b>112,954</b>	<b>121,320</b>	<b>121,320</b>	<b>127,200</b>	<b>149,900</b>
<b>OPERATIONS</b>						
01-5600-6201	CONFERENCE & MEETINGS	0	1,500	1,500	1,500	1,500
01-5600-6215	VEHICLE/CELL ALLOWANCE	2,238	2,100	2,100	2,690	3,640
01-5600-6216	PROFESSIONAL SERVICES	9,259	6,650	6,650	6,650	6,650
01-5600-6227	CONTRACTUAL SERVICES	33,850	7,000	7,000	7,000	7,000
01-5600-6256	EQUIPMENT USAGE	883	1,070	1,070	1,070	1,910
01-5600-6265	COMPUTER USAGE	4,999	5,390	5,390	5,330	11,560
01-5600-6280	ENVIRONMENTAL SERVICES SUPPLIES	1,719	2,000	45,076	2,000	2,000
	<b>TOTAL OPERATIONS</b>	<b>52,948</b>	<b>25,710</b>	<b>68,786</b>	<b>26,240</b>	<b>34,260</b>
<b>CAPITAL</b>						
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>165,902</b>	<b>147,030</b>	<b>190,106</b>	<b>153,440</b>	<b>184,160</b>
FUNDING SOURCE: GENERAL	F/T EMPLOYEES	0.70	0.70	0.70	0.70	1.20
WASTE MANAGEMENT ADMINISTRATION FUND (AB939 - \$53,000; RECYCLING REBATE - \$0)						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**

**2023-24**

**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**

***Deputy Community Services Director - 20%***

Under the direction of the Community Services Director, responsible for the Environmental Services Program, Emergency Operations and the Recreation Division, including Recreation Classes, Teen Center, Senior Center, Gymnasium, Aquatics, Excursions, Sport Leagues, Sport 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, Recreation Specialists, and part-time personnel. Participates in the development of the budget for the Community Services Department, monitors program budgets, and develops procedures for efficient department operations. (80% in 01-9001)

***Management Analyst - 100%***

Under the direction of the Deputy Community Services Director, responsible for administering and coordinating the City's Environmental Services Program including the City's annual storm water permit, solid waste contract, and public outreach. Assists in the development and tracking of the Community Services budget.

5105 - 5111 See Appendix

**OPERATIONS:**

**6201 Conference & Meetings**

Provides for the Management Analyst, Deputy Community Services Director, and Director of Community Services attendance at pertinent seminars addressing legislative and regulatory compliance and implementation, Air Quality Management District (AQMD) regulations, water quality and conservation regulations, and other relevant community service and environmental seminars.

6215 **Vehicle/Cell Allowance**

Provides for a vehicle and cell phone allowance for the Management Analyst and Deputy Community Services Director, which are distributed through payroll.

6216 **Professional Services**

Provides for assistance in administering the City's National Pollutant Discharge Elimination System (NPDES) Programs; including County storm drain/outfall/catch basin mapping, annual permits (2) with Regional Water Quality Control Board (Citywide NPDES & City Yard), NPDES required water testing and monitoring programs, NPDES permit regulation compliance, including new NPDES required industrial/commercial/development inspection & mapping programs and minimum controls measures for TMDL compliance, NPDES Watershed Management Plan (WMP) required digital mapping of minimum control measures, legal fees, Disadvantaged Business Enterprise Program, Department of Toxic Substance Control manifest fee, and sanitary sewer overflow fee. (Partially funded with Measure W funds 29-5600-6216)

6227 **Contractual Services**

Provides for periodic removal of household hazardous waste from the City Yard, and contractual services for Water Quality Testing and Monitoring of the Upper San Gabriel River Watershed and Harbors Toxics in lower San Gabriel River (NPDES/WMP requirements). Also, provides for biological monitoring of mitigation for Meadow Pass Road. (Cost of water quality testing, monitoring of the Upper San Gabriel River Watershed and harbor toxics in lower San Gabriel River moved to 29-5600-6227 for Fiscal Year 2020-21)

6256 - 6265 See Appendix

6280 **Environmental Services Supplies**

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



**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: PUBLIC WORKS**

**SUB-PROGRAM: ENGINEERING**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
01-6000-6216	PROFESSIONAL SERVICES	12,000	12,000	12,000	12,000	12,000
01-6000-6230	PLAN CHECK SERVICES	9,511	60,750	60,750	48,750	48,750
01-6000-6232	PUBLIC WORKS INSPECTION SERVICES	215,351	63,750	63,750	225,000	56,250
02-6000-6216	PROFESSIONAL SERVICES	12,000	14,500	14,500	14,500	49,500
	<b>TOTAL OPERATIONS</b>	<b>248,861</b>	<b>151,000</b>	<b>151,000</b>	<b>300,250</b>	<b>166,500</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>248,861</b>	<b>151,000</b>	<b>151,000</b>	<b>300,250</b>	<b>166,500</b>
FUNDING SOURCE: (01) GENERAL (02) GAS TAX						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**ENGINEERING (01 & 02-6000)**

The Engineering Department provides for the retention of a City Engineer 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 (\$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 City Engineer. 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	$\$60,000 \times 75\% =$	$\$45,000$
01-3250 Grading & Street Permits	$\$ 5,000 \times 75\% =$	$\underline{\$ 3,750}$
		Total: $\underline{\underline{\$ 48,750}}$

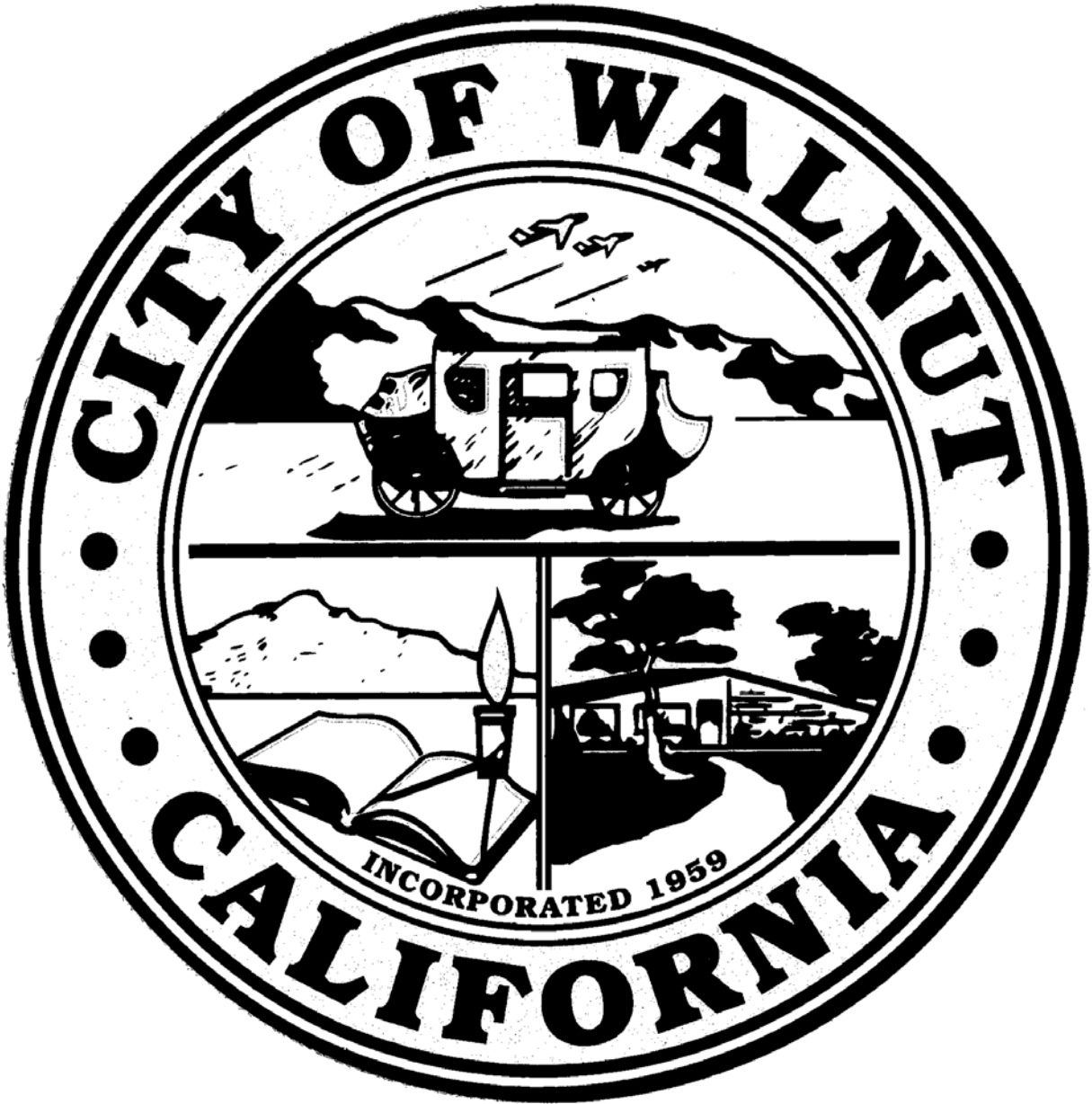
01-6000-6232 **Public Works Inspection Services**

Provides for public works inspection services through the contractual agreement with City Engineer. 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 (\$1,000 per month) for engineering services (50% in 01-6000). Also, provides for the scanning and indexing of existing improvement and grading plans to the City's website. Additionally, provides for the speed survey to review and update citywide speed limits in accordance with California Vehicle Code during Fiscal Year 2023-24.





**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: PUBLIC WORKS**

**SUB-PROGRAM: PUBLIC WORKS ADMIN**

APPROPRIATION DETAIL							
		2021-22		2022-23		2023-24	
ACCOUNT NO.	ACTIVITY	ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET	
<b>PERSONNEL</b>							
01-6100-5101	REGULAR SALARIES	214,891	224,370	224,370	189,190	191,070	
01-6100-5105	HEALTH & LIFE INSURANCE	29,008	28,760	28,760	25,480	25,380	
01-6100-5107	WORKERS' COMPENSATION	9,237	12,070	12,070	7,460	12,140	
01-6100-5108	PERS	55,287	60,660	60,660	44,750	46,210	
01-6100-5110	MEDICARE	3,253	3,550	3,550	3,460	3,080	
01-6100-5111	SICK LEAVE/VACATION BUYBACK	4,924	16,070	16,070	21,710	16,060	
	<b>TOTAL PERSONNEL</b>	<b>316,600</b>	<b>345,480</b>	<b>345,480</b>	<b>292,050</b>	<b>293,940</b>	
<b>OPERATIONS</b>							
01-6100-6208	VEHICLE OPERATIONS	4,728	5,500	5,500	5,500	5,500	
01-6100-6215	VEHICLE/CELL ALLOWANCE	1,476	1,890	1,890	1,190	2,480	
01-6100-6239	UNIFORMS	0	300	300	300	300	
01-6100-6256	EQUIPMENT USAGE	2,581	3,130	3,130	3,130	2,860	
01-6100-6265	COMPUTER USAGE	14,645	15,800	15,800	15,590	17,340	
	<b>TOTAL OPERATIONS</b>	<b>23,430</b>	<b>26,620</b>	<b>26,620</b>	<b>25,710</b>	<b>28,480</b>	
<b>CAPITAL</b>							
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
	<b>SUB-PROGRAM TOTAL</b>	<b>340,030</b>	<b>372,100</b>	<b>372,100</b>	<b>317,760</b>	<b>322,420</b>	
FUNDING SOURCE: GENERAL		F/T EMPLOYEES	2.05	2.05	2.05	2.05	1.80

**CITY OF WALNUT**

**ANNUAL BUDGET DETAIL**

**2023-24**

**PUBLIC WORKS ADMINISTRATION (6100)**

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

**PERSONNEL:**

**5101 Regular Salaries**

***Director of Community Services – 30%***

Responsible for administering 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 Los Angeles County Public Works. Also, responsible for setting the goals and the preparation of budgets for the division, and oversee supervision of employees. (10% in 01-6206, 30% in 01-9001, 30% in 01-9100)

***Community Services Superintendent – 50 %***

Under the direction of the Community Services Director, responsible for the day-to-day maintenance operations for the Division including supervising landscape and maintenance contracts, street repairs, sign replacements, and graffiti abatement. Monitors all maintenance contracts for the Division. Responsible for the appearance and condition of parks, streets, LOSMD, and contract areas in the City. Also, responsible for overseeing the Maintenance staff and monitoring the City's tree inventory. (25% in 01-6206, 25% in 01-9100)

***Maintenance Supervisor – 20%***

Under the direction of the Community Services Superintendent, responsible for the management of the LOSMD. (20% in 01-9100, 60% in 01-9200)

***Foreman - 60%***

Under the direction of the Community Services Superintendent, responsible for monitoring the landscape contracts for the LOSMD, right-of-ways, and medians to ensure that all landscaped areas are maintained to City standards. (20% in 01-9100, 20% in 01-9200)

***Executive Assistant – 20%***

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

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:

2020 Ford F150	1607009	60% (20% in 01-9100, 20% in 01-9200)
2018 GMC Canyon	1535050	50% (25% in 01-6206, 25% in 01-9100)
2018 Ford F250	1548267	20% (20% in 01-9100, 60% in 01-9200)
2015 Honda Accord	1462599	30% (10% in 01-6206, 30% in 01-9001, 30% in 01-9100)

**6215 Vehicle/Cell Allowance**

Provides for a cell phone allowance for the Director of Community Services, Community Services Superintendent, and Maintenance Supervisor, which are distributed through payroll.

**6239 Uniforms**

Provides for a percentage of uniforms, work boots reimbursements, and rental services for City maintenance workers.

6256-6265 See Appendix



**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: PUBLIC WORKS**

**SUB-PROGRAM: STREET RIGHT-OF-WAY MTNC**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
<b>PERSONNEL</b>						
01-6206-5101	REGULAR SALARIES	171,003	182,430	182,430	182,520	187,240
01-6206-5104	OVERTIME	3,538	2,600	9,600	5,610	5,600
01-6206-5105	HEALTH & LIFE INSURANCE	29,816	29,390	29,390	30,140	29,390
01-6206-5107	WORKERS' COMPENSATION	10,809	13,110	13,110	11,880	14,290
01-6206-5108	PERS	62,319	70,700	70,700	65,230	71,720
01-6206-5110	MEDICARE	2,715	3,000	3,000	2,940	3,140
01-6206-5111	SICK LEAVE/VACATION BUYBACK	3,229	15,380	8,380	6,000	16,880
	<b>TOTAL PERSONNEL</b>	<b>283,429</b>	<b>316,610</b>	<b>316,610</b>	<b>304,320</b>	<b>328,260</b>
<b>OPERATIONS</b>						
01-6206-6208	VEHICLE OPERATIONS	6,750	11,000	11,000	11,000	11,000
01-6206-6215	VEHICLE/CELL ALLOWANCE	533	470	470	520	1,200
01-6206-6216	PROFESSIONAL SERVICES	0	5,000	5,000	5,000	5,000
01-6206-6227	CONTRACTUAL SERVICES	87,970	116,000	116,000	116,000	120,300
01-6206-6237	VANDALISM	1,644	1,700	1,700	1,700	1,700
01-6206-6238	SMALL TOOLS	1,868	2,000	2,000	2,000	2,000
01-6206-6239	UNIFORMS	660	1,000	1,000	1,000	1,000
01-6206-6240	RODENT CONTROL	12,960	13,000	13,000	13,000	13,000
01-6206-6247	EQUIPMENT MAINTENANCE	1,112	1,500	1,500	1,500	1,500
01-6206-6248	GROUND MAINTENANCE	5,044	7,000	7,000	7,000	7,000
01-6206-6254	COMMUNICATIONS	689	700	700	700	700
01-6206-6256	EQUIPMENT USAGE	2,709	3,280	3,280	3,280	3,420
01-6206-6265	COMPUTER USAGE	15,360	16,570	16,570	16,360	20,720
01-6206-6290	SPECIAL MAINTENANCE PROJECTS	37,900	65,000	65,000	65,000	75,000
	<b>TOTAL OPERATIONS</b>	<b>175,199</b>	<b>244,220</b>	<b>244,220</b>	<b>244,060</b>	<b>263,540</b>
<b>CAPITAL</b>						
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>458,628</b>	<b>560,830</b>	<b>560,830</b>	<b>548,380</b>	<b>591,800</b>
FUNDING SOURCE: GENERAL		F/T EMPLOYEES	2.15	2.15	2.15	2.15

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**

**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 administering 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 Los Angeles County Public Works. Also, responsible for setting the goals and the preparation of budgets for the division, and oversee supervision of employees. (30% in 01-6100, 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. Monitors all maintenance contracts for the Division. Responsible for the appearance and condition of parks, streets, LOSMD, and contract areas in the City. Also, responsible for overseeing the Maintenance staff and monitoring the City's tree inventory. (50% in 01-6100, 25% in 01-9100)

***Maintenance Supervisor - 40%***

Under the direction of the Community Services Superintendent, responsible for monitoring the contracts for the medians and right-of-ways to ensure that all landscaped areas are maintained to City standards. (40% in 01-9100, 20% in 01-9101)

***Foreman - 25%***

Under the direction of the Community Services Superintendent, responsible for monitoring graffiti, traffic and street signs and shopping carts to ensure areas are maintained to City standards. (50% in 01-9100, 25% in 01-9101)

***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)

**Maintenance Worker II - 75%**

Under the direction of the Maintenance Supervisor, responsible for monitoring graffiti, traffic and street signs and shopping carts 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:

2018 Ford F150	1548265	40% (40% in 01-9100, 20% in 01-9101)
2018 Ford F150	1548266	25% (50% in 01-9100, 25% in 01-9101)
2018 GMC Canyon	1535050	25% (50% in 01-6100, 25% in 01-9100)
2017 GMC Canyon	1515499	75% (25% in 01-9101)
2015 Honda Accord	1462599	10% (30% in 01-6100, 30% in 01-9001, 30% in 01-9100)
2022 GMC Canyon	1640513	10% (90% in 01-9100)
2022 GMC Canyon	1608628	10% (90% in 01-9100)
2002 GMC C3500	1086338	100%

6215 **Vehicle/Cell Allowance**

Provides for a cell phone allowance for the Director of Community Services, Community Services Superintendent, and Maintenance Supervisor, which is distributed through payroll.

6216 **Professional Services**

Provides for the engineering services provided by City Engineer.

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 the Foremen.
- 6240 **Rodent Control**  
Provides for City's contracted rodent control services on City-owned property at Gartel/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 street 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, plant material, and related improvements on medians and street right-of-ways. (Partial funding for Fiscal Year 2021-22 see 02-6206-6290)



**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: PUBLIC WORKS**

**SUB-PROGRAM: WEED ABATEMENT**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
01-8700-6227	CONTRACTUAL SERVICES	84,227	80,000	80,000	80,000	100,000
	<b>TOTAL OPERATIONS</b>	<b>84,227</b>	<b>80,000</b>	<b>80,000</b>	<b>80,000</b>	<b>100,000</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>84,227</b>	<b>80,000</b>	<b>80,000</b>	<b>80,000</b>	<b>100,000</b>
FUNDING SOURCE: GENERAL						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**WEED ABATEMENT (8700)**

The Weed Abatement program 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  
2023-24 BUDGET**

**PROGRAM: PUBLIC WORKS**

**SUB-PROGRAM: BUILDING MAINTENANCE**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	BUDGET	ESTIMATE	APPROVED BUDGET
<b>PERSONNEL</b>						
01-9200-5101	REGULAR SALARIES	69,065	71,540	71,540	66,140	72,850
01-9200-5104	OVERTIME	522	3,000	3,000	3,000	5,000
01-9200-5105	HEALTH & LIFE INSURANCE	11,083	10,800	10,800	6,890	10,800
01-9200-5107	WORKERS' COMPENSATION	5,555	6,160	6,160	5,620	6,460
01-9200-5108	PERS	5,686	5,910	5,910	5,390	6,130
01-9200-5110	MEDICARE	1,115	1,280	1,280	1,200	1,250
01-9200-5111	SICK LEAVE/VACATION BUYBACK	180	5,160	5,160	5,860	1,690
	<b>TOTAL PERSONNEL</b>	<b>93,205</b>	<b>103,850</b>	<b>103,850</b>	<b>94,100</b>	<b>104,180</b>
<b>OPERATIONS</b>						
01-9200-6208	VEHICLE OPERATIONS	1,806	3,500	3,500	3,500	3,500
01-9200-6213	BUILDING MAINTENANCE/SUPPLIES	18,287	27,000	27,000	27,000	27,000
01-9200-6215	VEHICLE/CELL ALLOWANCE	436	1,800	1,800	350	1,920
01-9200-6246	BUILDING MAINTENANCE	301,720	360,500	360,500	360,500	370,500
01-9200-6256	EQUIPMENT USAGE	1,011	1,220	1,220	1,220	1,270
01-9200-6265	COMPUTER USAGE	5,713	6,160	6,160	6,090	7,710
01-9200-6290	SPECIAL MAINTENANCE PROJECTS	22,462	30,000	30,000	30,000	30,000
	<b>TOTAL OPERATIONS</b>	<b>351,436</b>	<b>430,180</b>	<b>430,180</b>	<b>428,660</b>	<b>441,900</b>
<b>CAPITAL</b>						
01-9200-8402	MACHINERY & EQUIPMENT	9,707	10,000	10,000	10,000	10,000
	<b>TOTAL CAPITAL</b>	<b>9,707</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>454,348</b>	<b>544,030</b>	<b>544,030</b>	<b>532,760</b>	<b>556,080</b>
FUNDING SOURCE: GENERAL		F/T EMPLOYEES	0.80	0.80	0.80	0.80

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**BUILDING MAINTENANCE (9200)**

The Building Maintenance Division provides for the maintenance of City buildings including City Hall, MDRS, Senior Center, and the Gymnasium/Teen Center. Services provided within the buildings include building maintenance projects, contractual services, and building maintenance supplies. In prior fiscal years, building expenses were charged to Facility Maintenance Fund (26).

**PERSONNEL:**

5101 **Regular Salaries**

***Maintenance Supervisor - 60%***

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. (20% in 01-6100, 20% in 01-9100)

***Foreman - 20%***

Under the direction of the Community Services Superintendent, responsible for minor repairs and inspections of City buildings. (60% in 01-6100, 20% 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:

2020 Ford F150	1607009	20% (60% in 01-6100, 20% in 01-9100)
2018 Ford F250	1548267	60% (20% in 01-6100, 20% in 01-9100)

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 a cell phone allowance for the Maintenance Supervisor, which is distributed through payroll.

6246 **Building Maintenance**

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

6256 – 6265 See Appendix

6290 **Special Maintenance Projects**

Provides for special projects such as roof maintenance projects, HVAC mechanical and software upgrades, floor maintenance, painting, and other building projects.

**CAPITAL:**

8402 **Machinery & Equipment**

Provides for replacement of equipment and furniture in City facilities.



**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: PUBLIC WORKS**

**SUB-PROGRAM: GENERAL STREET MAINT.**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
02-6102-6216	PROFESSIONAL SERVICES	4,800	4,500	4,500	4,500	4,500
02-6102-6227	CONTRACTUAL SERVICES	3,622	0	0	0	0
02-6102-6244	STREET LIGHT MAINTENANCE	100,924	86,000	86,000	86,000	100,000
02-6102-6245	GENERAL MAINTENANCE	7,566	50,000	50,000	50,000	50,000
	<b>TOTAL OPERATIONS</b>	<b>116,912</b>	<b>140,500</b>	<b>140,500</b>	<b>140,500</b>	<b>154,500</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>116,912</b>	<b>140,500</b>	<b>140,500</b>	<b>140,500</b>	<b>154,500</b>
FUNDING SOURCE: GAS TAX						

**CITY OF WALNUT  
ANNUAL BUDGET DETAIL**

**2023-24**

**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 33 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**

Division provides for the maintenance and repair of streets, curbs, sidewalks, storm drains, etc.

**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 Contractual Services (6227).



**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: PUBLIC WORKS**

**SUB-PROGRAM: STREET RIGHT-OF-WAY MTNC**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
02-6206-6227	CONTRACTUAL SERVICES	264,704	273,000	273,000	273,000	281,500
02-6206-6243	TREE MAINTENANCE	71,428	75,000	75,000	75,000	90,000
02-6206-6250	WATER	37,538	37,800	37,800	37,800	39,700
02-6206-6251	ELECTRICITY	30,124	36,400	36,400	36,400	38,220
02-6206-6290	SPECIAL MAINTENANCE PROJECTS	6,936	50,000	50,000	50,000	50,000
	<b>TOTAL OPERATIONS</b>	<b>410,729</b>	<b>472,200</b>	<b>472,200</b>	<b>472,200</b>	<b>499,420</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>410,729</b>	<b>472,200</b>	<b>472,200</b>	<b>472,200</b>	<b>499,420</b>
FUNDING SOURCE: GAS TAX						

**CITY OF WALNUT  
ANNUAL BUDGET DETAIL**

**2023-24**

**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 the median on Amar Road is part of an agreement with City of West Covina and 34% of the annual cost of the Nogales median is allocated to the City of West Covina. Also, includes Valley Boulevard medians East of Grand Ave to City limits as part of an agreement with the City of Industry. Added recently completed Meadow Pass Road medians and right-of-way. Also, includes the mitigation area adjacent to Meadow Pass Road.

**6243 Tree Maintenance**

Provides for tree trimming, removals, and planting in the right-of-way.

**6250 Water**

Provides for irrigation needs in the right-of-way.

**6251 Electricity**

Provides for the electrical usage costs for the valves, clocks, and controllers on medians.

**6290 Special Maintenance Project**

Provides for the installation of mulch, plant material, and related improvements on medians and street right-of-ways. (Partial funding for Fiscal Year 2021-22 see 01-6206-6290)

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: PUBLIC WORKS**

**SUB-PROGRAM: TRAFFIC ENGINEERING**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
02-6215-6216	PROFESSIONAL SERVICES	12,000	12,000	12,000	12,000	12,000
	<b>TOTAL OPERATIONS</b>	<b>12,000</b>	<b>12,000</b>	<b>12,000</b>	<b>12,000</b>	<b>12,000</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>12,000</b>	<b>12,000</b>	<b>12,000</b>	<b>12,000</b>	<b>12,000</b>
FUNDING SOURCE: GAS TAX						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**TRAFFIC ENGINEERING (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 the City Engineer 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 City Engineer at \$1,000 per month.

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: PUBLIC WORKS**

**SUB-PROGRAM: AIR QUALITY MANAGEMENT**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
09-5420-6227	CONTRACTUAL SERVICES - BUS PASS SUBSIDY	399	8,000	8,000	8,000	8,000
09-5425-6227	CONTRACTUAL SERVICES - EZ PASS SUBSIDY	0	1,000	1,000	1,000	1,000
09-5610-6227	CONTRACTUAL SERVICES	32,000	32,000	32,000	32,000	32,000
	<b>TOTAL OPERATIONS</b>	<b>32,399</b>	<b>41,000</b>	<b>41,000</b>	<b>41,000</b>	<b>41,000</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>32,399</b>	<b>41,000</b>	<b>41,000</b>	<b>41,000</b>	<b>41,000</b>
FUNDING SOURCE: AIR QUALITY MANAGEMENT (\$40,000)						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**

**2023-24**

**AIR QUALITY MANAGEMENT (FUND 09)**

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

**OPERATIONS:**

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

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

09-5425-6227 **Contractual Services - 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 (21-6203-6227 (\$83,000) and 09-5610-6227 (\$32,000)).

**CITY OF WALNUT  
ANNUAL BUDGET DETAIL**

**2023-24**

**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		

**OPERATIONS:**

- 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).
- 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 and facilities.
- 6240 **Rodent Control**  
Provides for the rodent control program in landscaped areas.
- 6242 **Storm Drain Maintenance**  
Provides for maintenance of storm drains in zone 9.
- 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.

**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  
2023-24 BUDGET**

**PROGRAM: PUBLIC WORKS**

**SUB-PROGRAM: LOSMD-ZONE 1**

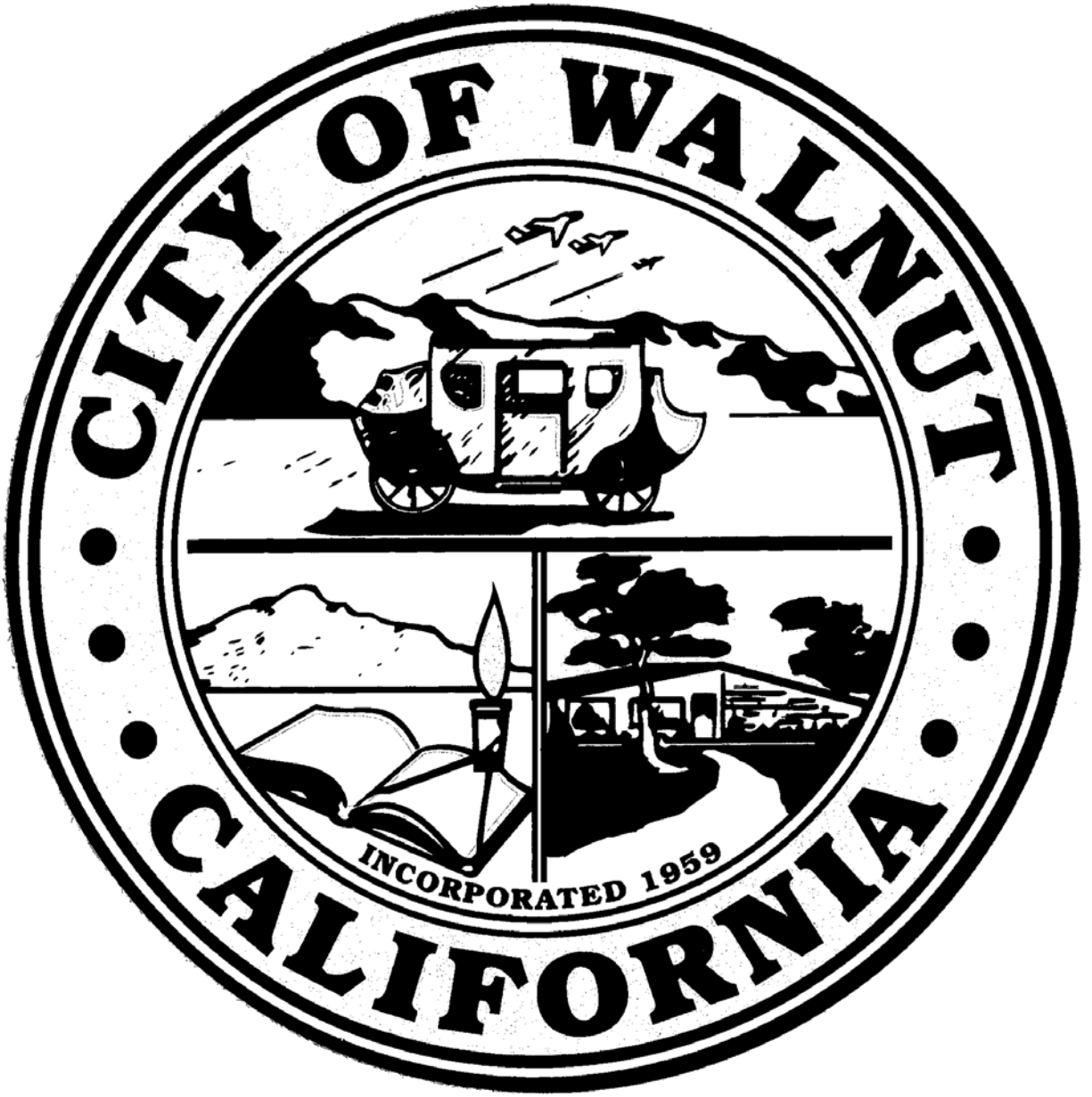
APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
01-7100-6227	CONTRACTUAL SERVICES	9,868	10,270	10,270	10,270	10,500
01-7100-6240	RODENT CONTROL	1,200	1,200	1,200	1,200	1,200
01-7100-6243	TREE MAINTENANCE	2,175	8,760	8,760	8,760	8,760
01-7100-6250	WATER	6,764	8,100	8,100	8,100	8,510
01-7100-6251	ELECTRICITY	277	590	590	590	620
	<b>TOTAL OPERATIONS</b>	<b>20,284</b>	<b>28,920</b>	<b>28,920</b>	<b>28,920</b>	<b>29,590</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>20,284</b>	<b>28,920</b>	<b>28,920</b>	<b>28,920</b>	<b>29,590</b>
FUNDING SOURCE: GENERAL						

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: PUBLIC WORKS**

**SUB-PROGRAM: LOSMD - ZONE 1**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
19-7100-6216	PROFESSIONAL SERVICES	1,000	1,000	1,000	1,000	1,000
19-7100-6227	CONTRACTUAL SERVICES	24,527	25,510	25,510	25,510	26,030
19-7100-6237	VANDALISM	0	100	100	100	100
19-7100-6240	RODENT CONTROL	2,196	2,200	2,200	2,200	2,200
19-7100-6243	TREE MAINTENANCE	2,520	12,060	12,060	12,060	12,060
19-7100-6244	STREET LIGHT MAINTENANCE	10,872	9,330	9,330	9,330	9,330
19-7100-6250	WATER	14,373	15,900	15,900	15,900	16,600
19-7100-6251	ELECTRICITY	515	1,090	1,090	1,090	1,150
	<b>TOTAL OPERATIONS</b>	<b>56,003</b>	<b>67,190</b>	<b>67,190</b>	<b>67,190</b>	<b>68,470</b>
	<b>CAPITAL</b>					
19-7100-8405	LANDSCAPE IMPROVEMENTS	0	3,500	3,500	3,500	3,500
19-7100-8406	IRRIGATION IMPROVEMENTS	43	2,500	2,500	2,500	2,500
	<b>TOTAL CAPITAL</b>	<b>43</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>56,045</b>	<b>73,190</b>	<b>73,190</b>	<b>73,190</b>	<b>74,470</b>
FUNDING SOURCE:						
ASSESSMENT (\$52,750)						
GENERAL (\$21,720)						
ACREAGE: 9.90						



**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: PUBLIC WORKS**

**SUB-PROGRAM: LOSMD - ZONE 2**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
19-7200-6216	PROFESSIONAL SERVICES	1,340	1,340	1,340	1,340	1,340
19-7200-6227	CONTRACTUAL SERVICES	49,705	55,800	55,800	55,800	55,800
19-7200-6237	VANDALISM	0	310	310	310	310
19-7200-6240	RODENT CONTROL	5,400	5,400	5,400	5,400	5,400
19-7200-6243	TREE MAINTENANCE	18,588	19,500	19,500	19,500	20,480
19-7200-6244	STREET LIGHT MAINTENANCE	14,588	10,790	10,790	10,790	10,790
19-7200-6250	WATER	37,584	38,120	38,120	38,120	40,000
19-7200-6251	ELECTRICITY	1,256	2,600	2,600	2,600	2,730
	<b>TOTAL OPERATIONS</b>	<b>128,461</b>	<b>133,860</b>	<b>133,860</b>	<b>133,860</b>	<b>136,850</b>
	<b>CAPITAL</b>					
19-7200-8405	LANDSCAPE IMPROVEMENTS	451	3,690	3,690	3,690	3,690
19-7200-8406	IRRIGATION IMPROVEMENTS	0	150	150	150	150
	<b>TOTAL CAPITAL</b>	<b>451</b>	<b>3,840</b>	<b>3,840</b>	<b>3,840</b>	<b>3,840</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>128,912</b>	<b>137,700</b>	<b>137,700</b>	<b>137,700</b>	<b>140,690</b>
FUNDING SOURCE:						
ASSESSMENT (\$104,710)						
GENERAL (\$35,980)						
ACREAGE: 17.00						

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: PUBLIC WORKS**

**SUB-PROGRAM: LOSMD-ZONE 3**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
01-7300-6227	CONTRACTUAL SERVICES	5,911	5,920	6,090	5,920	6,300
01-7300-6240	RODENT CONTROL	1,300	1,300	1,310	1,300	1,300
01-7300-6243	TREE MAINTENANCE	7,228	7,230	7,230	7,230	7,590
01-7300-6250	WATER	11,589	12,160	11,980	12,160	12,770
01-7300-6251	ELECTRICITY	360	840	840	840	880
	<b>TOTAL OPERATIONS</b>	<b>26,389</b>	<b>27,450</b>	<b>27,450</b>	<b>27,450</b>	<b>28,840</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>26,389</b>	<b>27,450</b>	<b>27,450</b>	<b>27,450</b>	<b>28,840</b>
FUNDING SOURCE: GENERAL						

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: PUBLIC WORKS**

**SUB-PROGRAM: LOSMD - ZONE 3**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
<b>PERSONNEL</b>						
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>OPERATIONS</b>						
19-7300-6216	PROFESSIONAL SERVICES	1,500	1,500	1,500	1,500	1,500
19-7300-6227	CONTRACTUAL SERVICES	60,327	63,200	63,200	63,200	63,500
19-7300-6237	VANDALISM	0	150	150	150	150
19-7300-6240	RODENT CONTROL	7,700	7,700	7,700	7,700	7,700
19-7300-6243	TREE MAINTENANCE	40,932	45,000	45,000	45,000	47,250
19-7300-6250	WATER	65,673	68,780	68,780	68,780	72,220
19-7300-6251	ELECTRICITY	2,641	6,240	6,240	6,240	6,550
	<b>TOTAL OPERATIONS</b>	<b>178,772</b>	<b>192,570</b>	<b>192,570</b>	<b>192,570</b>	<b>198,870</b>
<b>CAPITAL</b>						
19-7300-8405	LANDSCAPE IMPROVEMENTS	450	1,000	1,000	1,000	1,000
19-7300-8406	IRRIGATION IMPROVEMENTS	311	2,500	2,500	2,500	2,500
	<b>TOTAL CAPITAL</b>	<b>761</b>	<b>3,500</b>	<b>3,500</b>	<b>3,500</b>	<b>3,500</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>179,533</b>	<b>196,070</b>	<b>196,070</b>	<b>196,070</b>	<b>202,370</b>
FUNDING SOURCE: ASSESSMENT (\$147,900) GENERAL (\$54,470) ACREAGE: 29.88						

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: PUBLIC WORKS**

**SUB-PROGRAM: LOSMD-ZONE 4**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
01-7400-6227	CONTRACTUAL SERVICES	63,550	82,540	82,540	82,540	82,540
01-7400-6240	RODENT CONTROL	3,480	3,480	3,480	3,480	3,480
01-7400-6243	TREE MAINTENANCE	12,988	13,520	13,520	13,520	14,200
01-7400-6250	WATER	32,755	50,400	50,400	50,400	52,920
01-7400-6251	ELECTRICITY	2,587	5,570	5,570	5,570	5,850
	<b>TOTAL OPERATIONS</b>	<b>115,361</b>	<b>155,510</b>	<b>155,510</b>	<b>155,510</b>	<b>158,990</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>115,361</b>	<b>155,510</b>	<b>155,510</b>	<b>155,510</b>	<b>158,990</b>
FUNDING SOURCE: GENERAL						

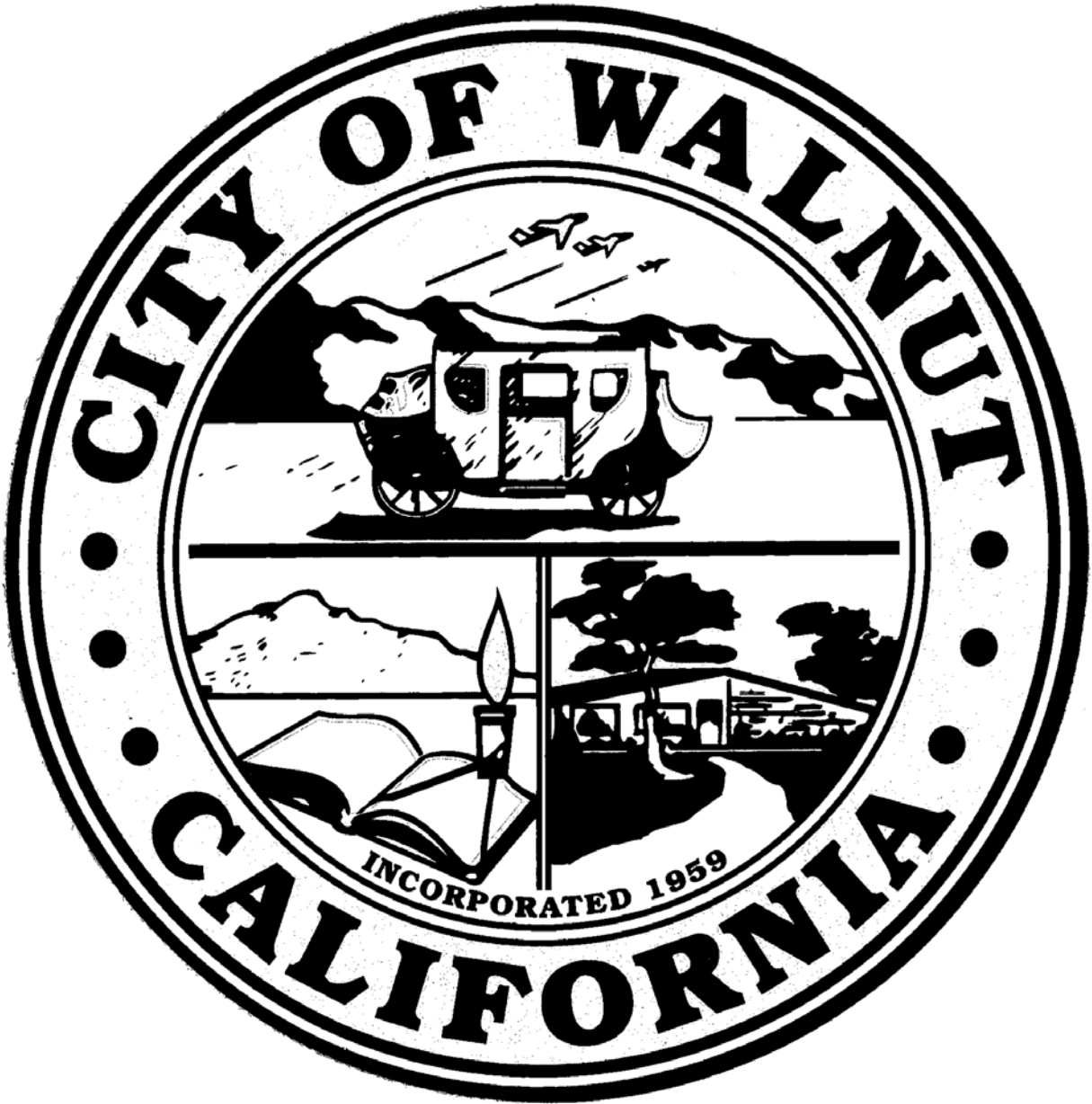
**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: PUBLIC WORKS**

**SUB-PROGRAM: LOSMD - ZONE 4**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
<b>PERSONNEL</b>						
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>OPERATIONS</b>						
19-7400-6216	PROFESSIONAL SERVICES	6,990	6,990	6,990	6,990	6,990
19-7400-6227	CONTRACTUAL SERVICES	260,546	258,020	258,020	258,020	272,170
19-7400-6237	VANDALISM	0	310	310	310	310
19-7400-6240	RODENT CONTROL	20,736	20,740	20,740	20,740	20,740
19-7400-6243	TREE MAINTENANCE	53,667	58,000	58,000	58,000	60,900
19-7400-6244	STREET LIGHT MAINTENANCE	86,067	80,780	80,780	80,780	80,780
19-7400-6250	WATER	225,698	237,500	237,500	237,500	249,300
19-7400-6251	ELECTRICITY	6,037	10,920	10,920	10,920	11,400
	<b>TOTAL OPERATIONS</b>	<b>659,742</b>	<b>673,260</b>	<b>673,260</b>	<b>673,260</b>	<b>702,590</b>
<b>CAPITAL</b>						
19-7400-8405	LANDSCAPE IMPROVEMENTS	2,014	8,000	8,000	8,000	8,000
19-7400-8406	IRRIGATION IMPROVEMENTS	2,235	10,000	10,000	10,000	10,000
	<b>TOTAL CAPITAL</b>	<b>4,249</b>	<b>18,000</b>	<b>18,000</b>	<b>18,000</b>	<b>18,000</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>663,991</b>	<b>691,260</b>	<b>691,260</b>	<b>691,260</b>	<b>720,590</b>
FUNDING SOURCE:						
ASSESSMENT (\$574,110)						
GENERAL (\$146,480)						
ACREAGE: 94.86						





**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: PUBLIC WORKS**

**SUB-PROGRAM: LOSMD - ZONE 5**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
19-7500-6216	PROFESSIONAL SERVICES	1,670	1,670	1,670	1,670	1,670
19-7500-6227	CONTRACTUAL SERVICES	136,873	137,000	140,980	137,000	145,210
19-7500-6237	VANDALISM	0	200	200	200	200
19-7500-6240	RODENT CONTROL	7,512	7,520	7,520	7,520	7,520
19-7500-6243	TREE MAINTENANCE	14,819	19,000	19,000	19,000	19,950
19-7500-6244	STREET LIGHT MAINTENANCE	18,515	17,710	17,710	17,710	17,840
19-7500-6250	WATER	72,868	70,560	66,580	70,560	73,870
19-7500-6251	ELECTRICITY	6,164	9,270	9,270	9,270	9,000
	<b>TOTAL OPERATIONS</b>	<b>258,420</b>	<b>262,930</b>	<b>262,930</b>	<b>262,930</b>	<b>275,260</b>
	<b>CAPITAL</b>					
19-7500-8405	LANDSCAPE IMPROVEMENTS	1,437	6,410	6,410	6,410	6,410
19-7500-8406	IRRIGATION IMPROVEMENTS	58	700	700	700	700
	<b>TOTAL CAPITAL</b>	<b>1,495</b>	<b>7,110</b>	<b>7,110</b>	<b>7,110</b>	<b>7,110</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>259,915</b>	<b>270,040</b>	<b>270,040</b>	<b>270,040</b>	<b>282,370</b>
FUNDING SOURCE:						
ASSESSMENT (\$205,900)						
GENERAL (\$76,470)						
ACREAGE: 47.37						

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: PUBLIC WORKS**

**SUB-PROGRAM: LOSMD-ZONE 6**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
01-7600-6227	CONTRACTUAL SERVICES	23,125	28,820	28,820	28,820	28,820
01-7600-6240	RODENT CONTROL	600	610	610	610	610
01-7600-6243	TREE MAINTENANCE	2,900	3,790	3,790	3,790	3,980
01-7600-6250	WATER	15,108	14,970	14,970	14,970	15,710
01-7600-6251	ELECTRICITY	11,853	10,170	10,170	10,170	12,500
	<b>TOTAL OPERATIONS</b>	<b>53,587</b>	<b>58,360</b>	<b>58,360</b>	<b>58,360</b>	<b>61,620</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>53,587</b>	<b>58,360</b>	<b>58,360</b>	<b>58,360</b>	<b>61,620</b>
FUNDING SOURCE: GENERAL						

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: PUBLIC WORKS**

**SUB-PROGRAM: LOSMD - ZONE 6**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
19-7600-6216	PROFESSIONAL SERVICES	1,670	1,670	1,670	1,670	1,670
19-7600-6227	CONTRACTUAL SERVICES	88,150	94,070	94,070	94,070	93,520
19-7600-6237	VANDALISM	0	100	100	100	100
19-7600-6240	RODENT CONTROL	2,544	2,550	2,550	2,550	2,550
19-7600-6243	TREE MAINTENANCE	33,228	34,640	34,640	34,640	36,380
19-7600-6244	STREET LIGHT MAINTENANCE	52,748	36,800	36,800	36,800	36,800
19-7600-6250	WATER	73,765	71,880	71,880	71,880	75,480
19-7600-6251	ELECTRICITY	18,539	25,500	25,500	25,500	28,500
	<b>TOTAL OPERATIONS</b>	<b>270,645</b>	<b>267,210</b>	<b>267,210</b>	<b>267,210</b>	<b>275,000</b>
	<b>CAPITAL</b>					
19-7600-8405	LANDSCAPE IMPROVEMENTS	465	2,000	2,000	2,000	2,000
19-7600-8406	IRRIGATION IMPROVEMENTS	961	1,900	1,900	1,900	1,900
	<b>TOTAL CAPITAL</b>	<b>1,426</b>	<b>3,900</b>	<b>3,900</b>	<b>3,900</b>	<b>3,900</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>272,071</b>	<b>271,110</b>	<b>271,110</b>	<b>271,110</b>	<b>278,900</b>
FUNDING SOURCE:						
ASSESSMENT (\$240,160)						
GENERAL (\$38,740)						
ACREAGE: 29.21						

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: PUBLIC WORKS**

**SUB-PROGRAM: LOSMD-ZONE 7**

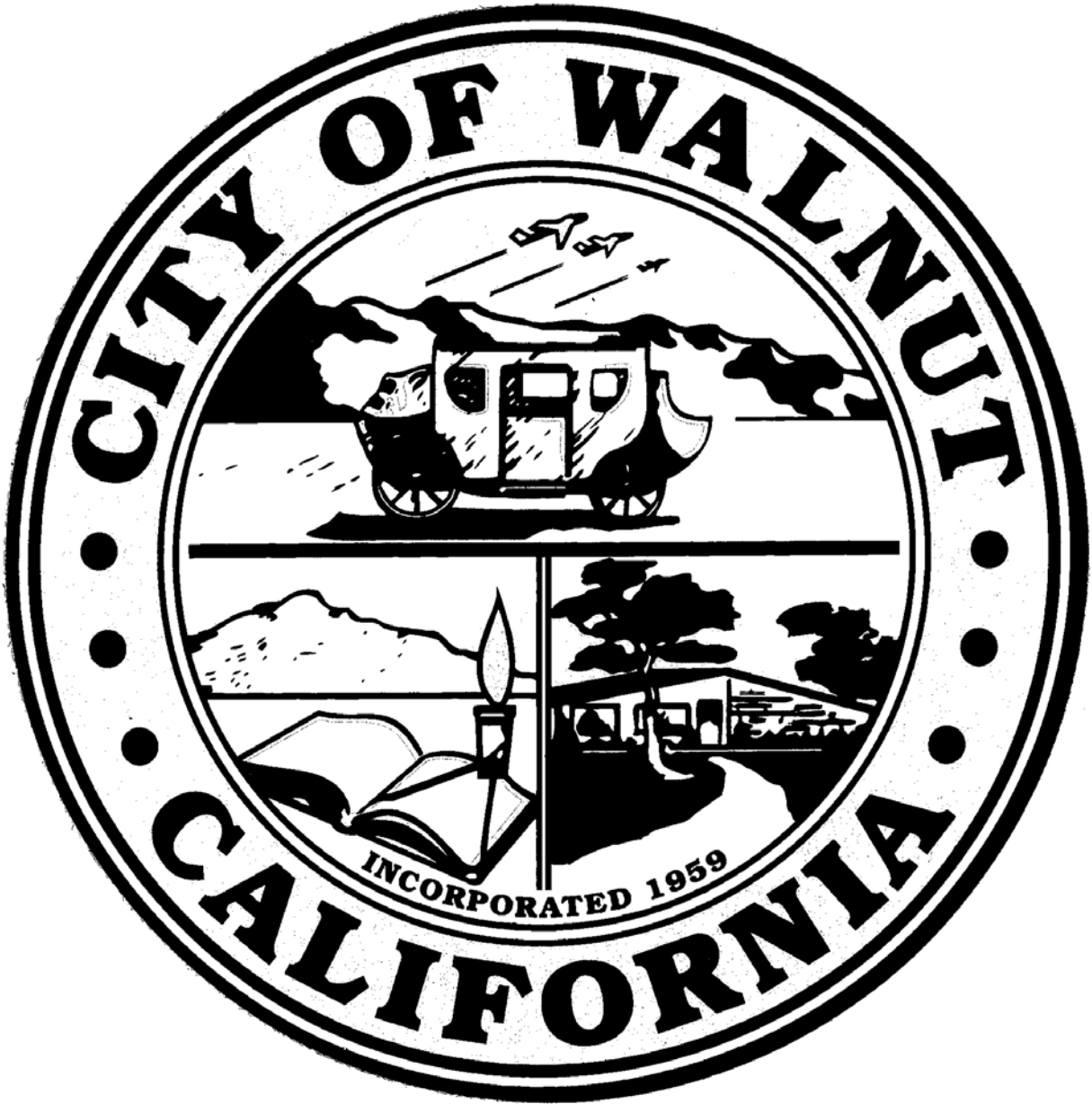
APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
01-7700-6227	CONTRACTUAL SERVICES	24,063	25,070	25,070	25,070	25,070
01-7700-6240	RODENT CONTROL	1,248	1,250	1,250	1,250	1,250
01-7700-6243	TREE MAINTENANCE	11,428	12,200	12,200	12,200	12,810
01-7700-6250	WATER	12,103	17,930	17,930	17,930	18,830
01-7700-6251	ELECTRICITY	1,567	1,640	1,640	1,640	1,720
	<b>TOTAL OPERATIONS</b>	<b>50,410</b>	<b>58,090</b>	<b>58,090</b>	<b>58,090</b>	<b>59,680</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>50,410</b>	<b>58,090</b>	<b>58,090</b>	<b>58,090</b>	<b>59,680</b>
FUNDING SOURCE: GENERAL						

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: PUBLIC WORKS**

**SUB-PROGRAM: LOSMD - ZONE 7**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
19-7700-6216	PROFESSIONAL SERVICES	1,500	1,500	1,500	1,500	1,500
19-7700-6227	CONTRACTUAL SERVICES	67,145	69,890	69,890	69,890	71,240
19-7700-6237	VANDALISM	0	100	100	100	100
19-7700-6240	RODENT CONTROL	3,588	3,590	3,590	3,590	3,590
19-7700-6243	TREE MAINTENANCE	31,538	32,800	32,800	32,800	34,440
19-7700-6244	STREET LIGHT MAINTENANCE	15,906	13,970	13,970	13,970	13,970
19-7700-6250	WATER	48,413	46,520	46,520	46,520	48,850
19-7700-6251	ELECTRICITY	2,164	4,740	4,740	4,740	4,740
	<b>TOTAL OPERATIONS</b>	<b>170,254</b>	<b>173,110</b>	<b>173,110</b>	<b>173,110</b>	<b>178,430</b>
	<b>CAPITAL</b>					
19-7700-8405	LANDSCAPE IMPROVEMENTS	500	2,400	2,400	2,400	2,400
19-7700-8406	IRRIGATION IMPROVEMENTS	0	2,000	2,000	2,000	2,000
	<b>TOTAL CAPITAL</b>	<b>500</b>	<b>4,400</b>	<b>4,400</b>	<b>4,400</b>	<b>4,400</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>170,754</b>	<b>177,510</b>	<b>177,510</b>	<b>177,510</b>	<b>182,830</b>
FUNDING SOURCE:						
ASSESSMENT (\$158,610)						
GENERAL (\$24,220)						
ACREAGE: 25.39						



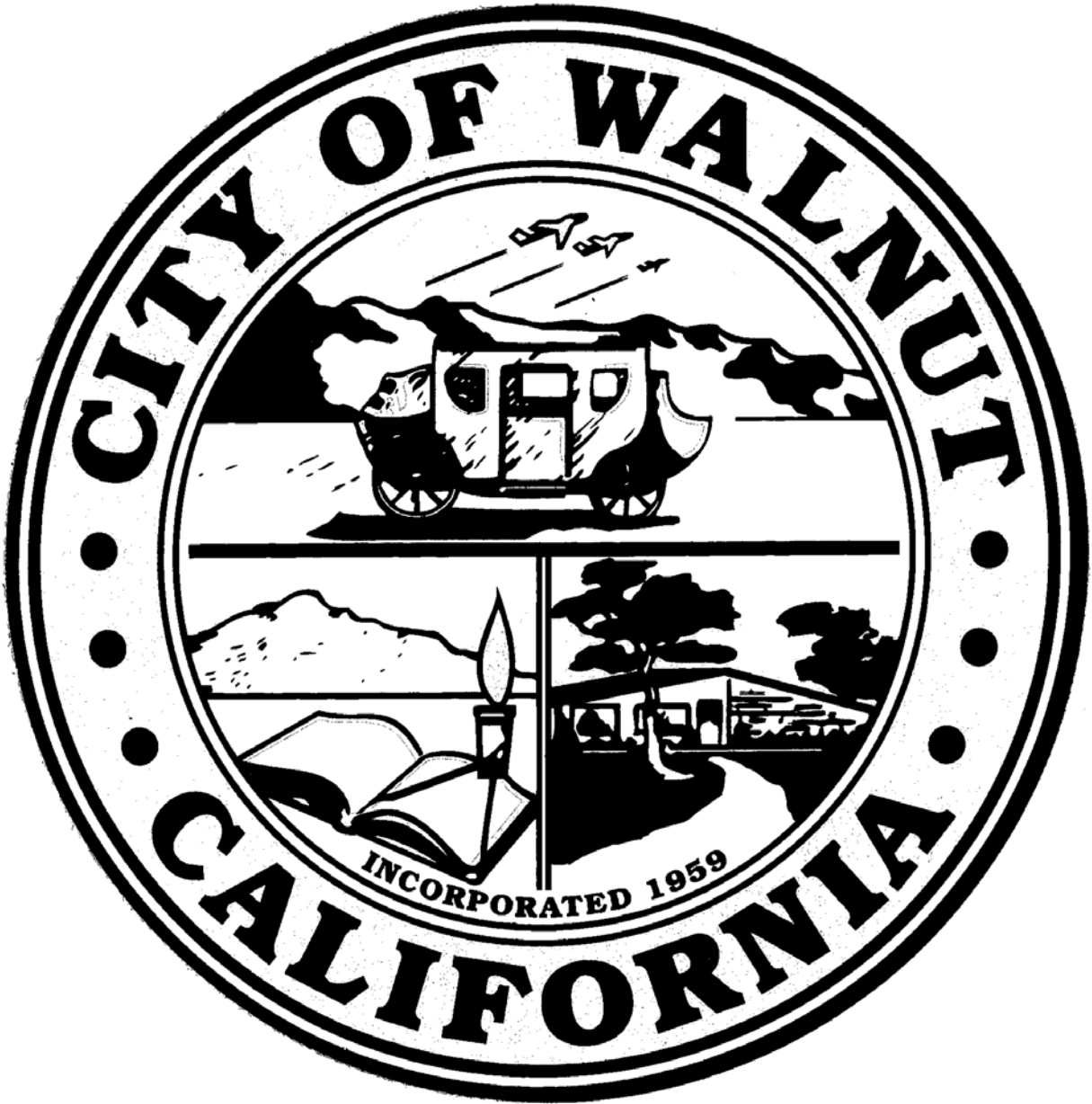
**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: PUBLIC WORKS**

**SUB-PROGRAM: LOSMD - ZONE 8**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
19-7800-6216	PROFESSIONAL SERVICES	2,270	2,270	2,270	2,270	2,270
19-7800-6227	CONTRACTUAL SERVICES	105,386	110,240	110,240	110,240	111,940
19-7800-6237	VANDALISM	0	410	410	410	410
19-7800-6240	RODENT CONTROL	6,072	6,080	6,080	6,080	6,080
19-7800-6243	TREE MAINTENANCE	19,742	26,000	26,000	26,000	26,000
19-7800-6244	STREET LIGHT MAINTENANCE	9,581	11,520	11,520	11,520	11,520
19-7800-6250	WATER	133,490	130,520	130,520	130,520	136,500
19-7800-6251	ELECTRICITY	3,533	7,140	7,140	7,140	7,140
	<b>TOTAL OPERATIONS</b>	<b>280,074</b>	<b>294,180</b>	<b>294,180</b>	<b>294,180</b>	<b>301,860</b>
	<b>CAPITAL</b>					
19-7800-8405	LANDSCAPE IMPROVEMENTS	3,379	4,000	4,000	4,000	4,000
19-7800-8406	IRRIGATION IMPROVEMENTS	1,413	6,000	6,000	6,000	6,000
	<b>TOTAL CAPITAL</b>	<b>4,792</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>284,866</b>	<b>304,180</b>	<b>304,180</b>	<b>304,180</b>	<b>311,860</b>
FUNDING SOURCE:						
ASSESSMENT (\$226,180)						
GENERAL (\$85,680)						
ACREAGE: 20.25						



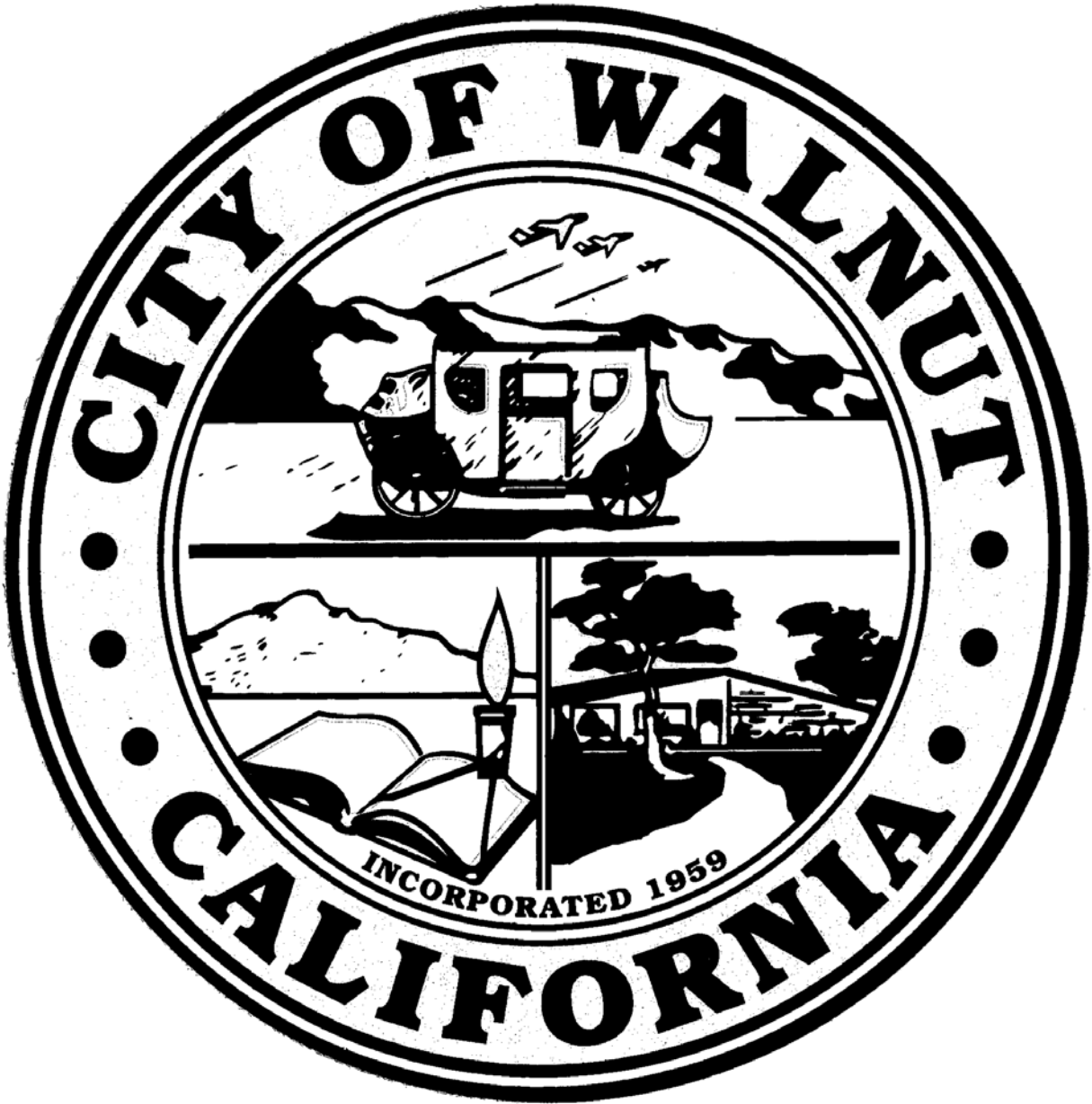


**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: PUBLIC WORKS**

**SUB-PROGRAM: LOSMD - ZONE 9**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
18-7900-6216	PROFESSIONAL SERVICES	1,570	1,570	1,570	1,570	1,570
18-7900-6227	CONTRACTUAL SERVICES	402,108	443,670	443,670	443,670	443,670
18-7900-6237	VANDALISM	0	2,500	2,500	2,500	2,500
18-7900-6240	RODENT CONTROL	22,200	22,200	22,200	22,200	22,200
18-7900-6242	STORM DRAIN	0	25,000	25,000	25,000	25,000
18-7900-6243	TREE MAINTENANCE	11,012	28,600	28,600	28,600	28,600
18-7900-6244	STREET LIGHT MAINTENANCE	12,750	10,450	10,450	10,450	10,450
18-7900-6250	WATER	91,771	124,950	124,950	124,950	124,950
18-7900-6251	ELECTRICITY	33,394	53,550	53,550	53,550	53,550
	<b>TOTAL OPERATIONS</b>	<b>574,806</b>	<b>712,490</b>	<b>712,490</b>	<b>712,490</b>	<b>712,490</b>
	<b>CAPITAL</b>					
18-7900-8405	LANDSCAPE IMPROVEMENTS	716	1,500	2,000	1,500	1,500
18-7900-8406	IRRIGATION IMPROVEMENTS	40,932	75,000	74,500	75,000	75,000
	<b>TOTAL CAPITAL</b>	<b>41,649</b>	<b>76,500</b>	<b>76,500</b>	<b>76,500</b>	<b>76,500</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>616,454</b>	<b>788,990</b>	<b>788,990</b>	<b>788,990</b>	<b>788,990</b>
FUNDING SOURCE:						
ASSESSMENT (\$738,710)						
ACREAGE: 93.5						

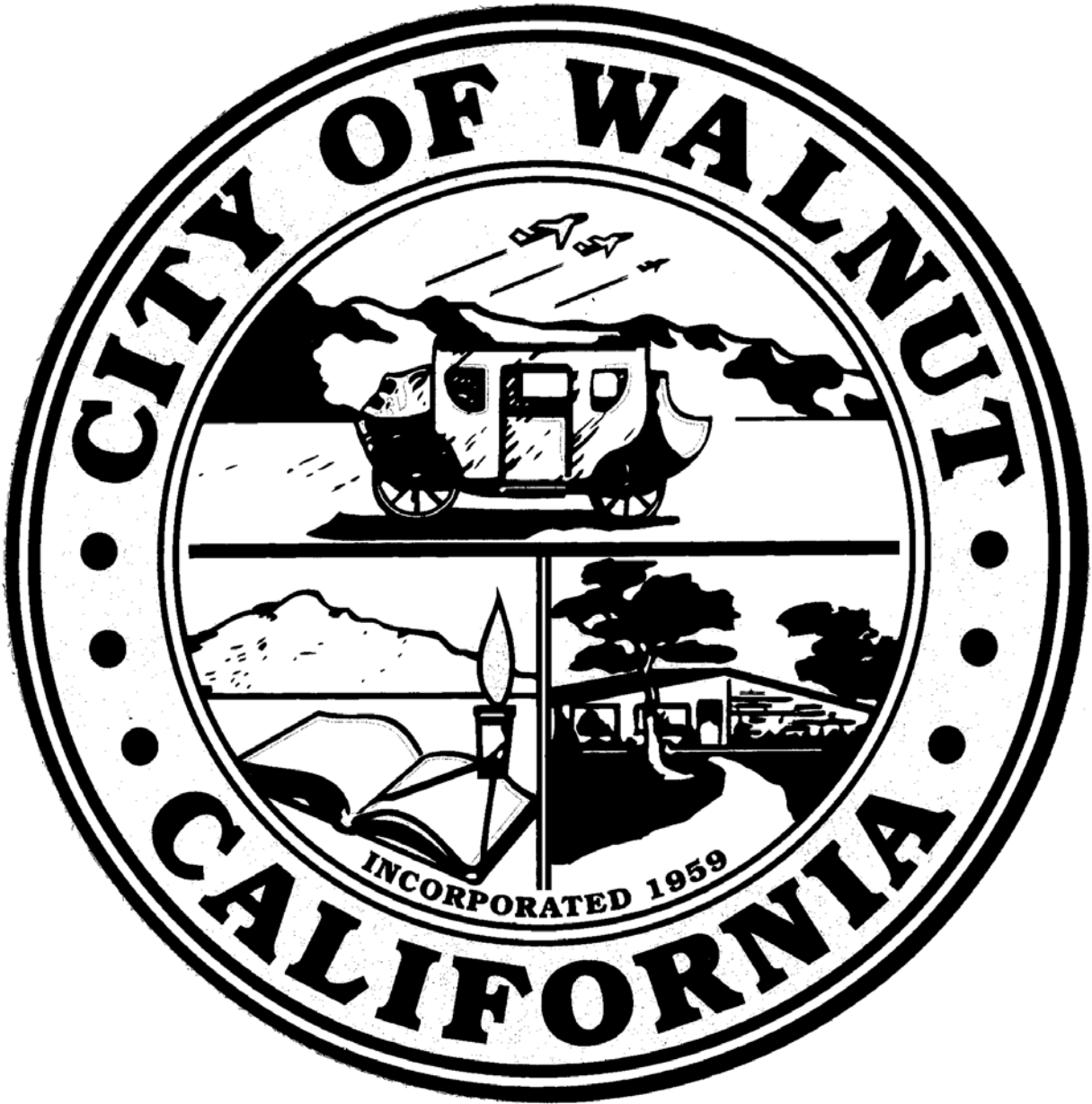


**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: PUBLIC WORKS**

**SUB-PROGRAM: LOSMD - ZONE 11**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
19-7911-6216	PROFESSIONAL SERVICES	620	620	620	620	620
19-7911-6227	CONTRACTUAL SERVICES	0	400	400	400	400
19-7911-6244	STREET LIGHT MAINTENANCE	881	600	600	600	600
	<b>TOTAL OPERATIONS</b>	<b>1,501</b>	<b>1,620</b>	<b>1,620</b>	<b>1,620</b>	<b>1,620</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>1,501</b>	<b>1,620</b>	<b>1,620</b>	<b>1,620</b>	<b>1,620</b>
FUNDING SOURCE: ASSESSMENT (\$1,220) GENERAL (\$400) ACREAGE: NONE						



**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: PUBLIC WORKS**

**SUB-PROGRAM: LOSMD - ZONE 12**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
19-7912-6216	PROFESSIONAL SERVICES	720	720	720	720	720
19-7912-6227	CONTRACTUAL SERVICES	9,714	10,110	10,110	10,110	10,310
19-7912-6237	VANDALISM	0	100	100	100	100
19-7912-6240	RODENT CONTROL	1,392	1,400	1,400	1,400	1,400
19-7912-6243	TREE MAINTENANCE	2,853	3,000	3,000	3,000	3,150
19-7912-6244	STREET LIGHT MAINTENANCE	1,691	2,120	2,120	2,120	2,120
19-7912-6250	WATER	5,211	6,730	6,730	6,730	6,730
19-7912-6251	ELECTRICITY	470	990	990	990	990
	<b>TOTAL OPERATIONS</b>	<b>22,051</b>	<b>25,170</b>	<b>25,170</b>	<b>25,170</b>	<b>25,520</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>22,051</b>	<b>25,170</b>	<b>25,170</b>	<b>25,170</b>	<b>25,520</b>
FUNDING SOURCE: ASSESSMENT (\$16,840) GENERAL (\$8,680) ACREAGE: 1.41						

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: PUBLIC WORKS**

**SUB-PROGRAM: CAPITAL EQUIP REPLACEMENT**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
	<b>TOTAL OPERATIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>CAPITAL</b>					
25-9100-8402	MACHINERY & EQUIPMENT	42,287	100,000	100,000	100,000	100,000
	<b>TOTAL CAPITAL</b>	<b>42,287</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>42,287</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>
FUNDING SOURCE: CAPITAL EQUIPMENT						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**

**CAPITAL EQUIPMENT PURCHASE & REPLACEMENT (FUND 25-9100)**

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:**

8402 **Machinery & Equipment**

Provides for the purchase of a City vehicle, pressure washer, and utility trailer for the maintenance department. In Fiscal Year 2022-23, provided for the purchase of two trucks.



**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: PUBLIC WORKS**

**SUB-PROGRAM: ENVIRONMENTAL SERVICES**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
29-5600-6216	PROFESSIONAL SERVICES	59,251	175,000	175,000	175,000	175,000
29-5600-6227	CONTRACTUAL SERVICES	27,956	30,000	30,000	30,000	40,000
	<b>TOTAL OPERATIONS</b>	<b>87,207</b>	<b>205,000</b>	<b>205,000</b>	<b>205,000</b>	<b>215,000</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>87,207</b>	<b>205,000</b>	<b>205,000</b>	<b>205,000</b>	<b>215,000</b>
FUNDING SOURCE: MEASURE W (\$215,000)						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**

**ENVIRONMENTAL SERVICES (29-5600)**

In November 2018, Measure W was approved County-wide by a two-thirds voting majority, committing an estimated \$300 million per year from a 2.5 cents a square foot parcel tax to property owners located in the Los Angeles County Flood Control District used to fund projects for the Safe Clean Water Program, which will improve local water supply and water quality. Similar to the existing Prop A, Prop C, Measure M, and Measure R, funds are restricted to certain uses and may be put to work by cities for approved projects.

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.

**OPERATIONS:**

**6216 Professional Services**

Provides for assistance in administering the City's National Pollutant Discharge Elimination System (NPDES) Programs; including County storm drain/outfall/catch basin mapping, annual permits (2) with Regional Water Quality Control Board (Citywide NPDES & City Yard), NPDES required water testing and monitoring programs, NPDES permit regulation compliance, including new NPDES required industrial/commercial/development inspection & mapping programs and minimum controls measures for TMDL compliance, NPDES Watershed Management Plan (WMP) required digital mapping of minimum control measures, legal fees, Disadvantaged Business Enterprise Program, Department of Toxic Substance Control manifest fee, and sanitary sewer overflow fee. (Partially funded out of 01-5600-6216)

**6227 Contractual Services**

Provides for contractual services for Water Quality Testing and Monitoring of the Upper San Gabriel River Watershed and Harbors Toxics in lower San Gabriel River (NPDES/WMP requirements).

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: PUBLIC WORKS**

**SUB-PROGRAM: USED OIL RECYCLING GRANT**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
32-5601-6280	ENVIRONMENTAL SERVICES SUPPLIES	4,999	5,000	5,000	0	0
	<b>TOTAL OPERATIONS</b>	<b>4,999</b>	<b>5,000</b>	<b>5,000</b>	<b>0</b>	<b>0</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>4,999</b>	<b>5,000</b>	<b>5,000</b>	<b>0</b>	<b>0</b>
FUNDING SOURCE: USED OIL RECYCLING GRANT (\$0)						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**

**2023-24**

**USED OIL RECYCLING GRANT (32-5601)**

The Used Oil Recycling Grant 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:**

**6280 Environmental Services Supplies**

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

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: PUBLIC WORKS**

**SUB-PROGRAM: RECYCLING GRANT**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
	<b>TOTAL OPERATIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>CAPITAL</b>					
33-5605-8410	IMPROVEMENTS OTHER THAN BLDGS	7,809	7,690	7,690	7,690	7,340
	<b>TOTAL CAPITAL</b>	<b>7,809</b>	<b>7,690</b>	<b>7,690</b>	<b>7,690</b>	<b>7,340</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>7,809</b>	<b>7,690</b>	<b>7,690</b>	<b>7,690</b>	<b>7,340</b>
FUNDING SOURCE: GENERAL RECYCLING GRANT (\$7,340)						

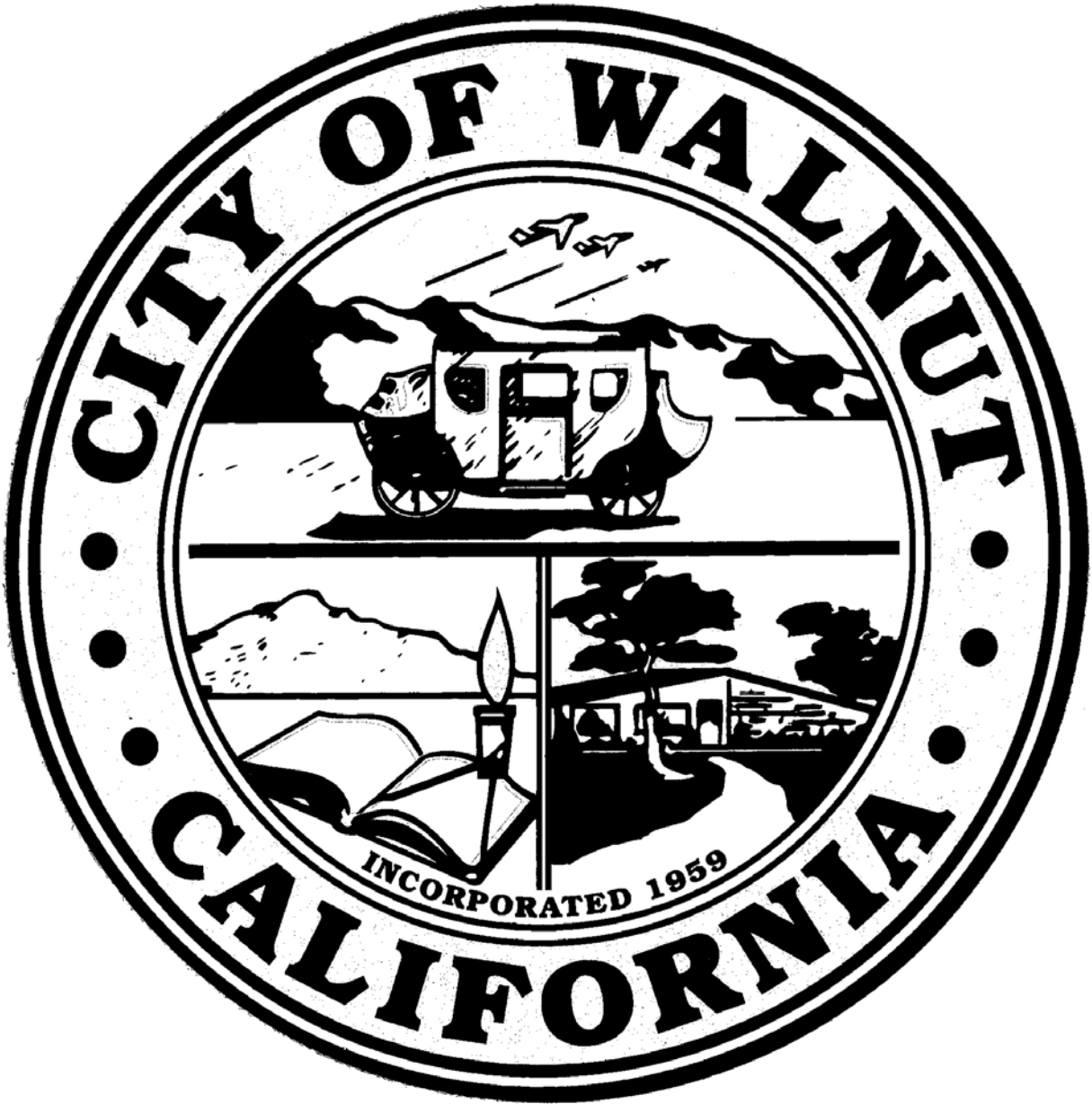
**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**RECYCLING GRANT (33-5605)**

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**

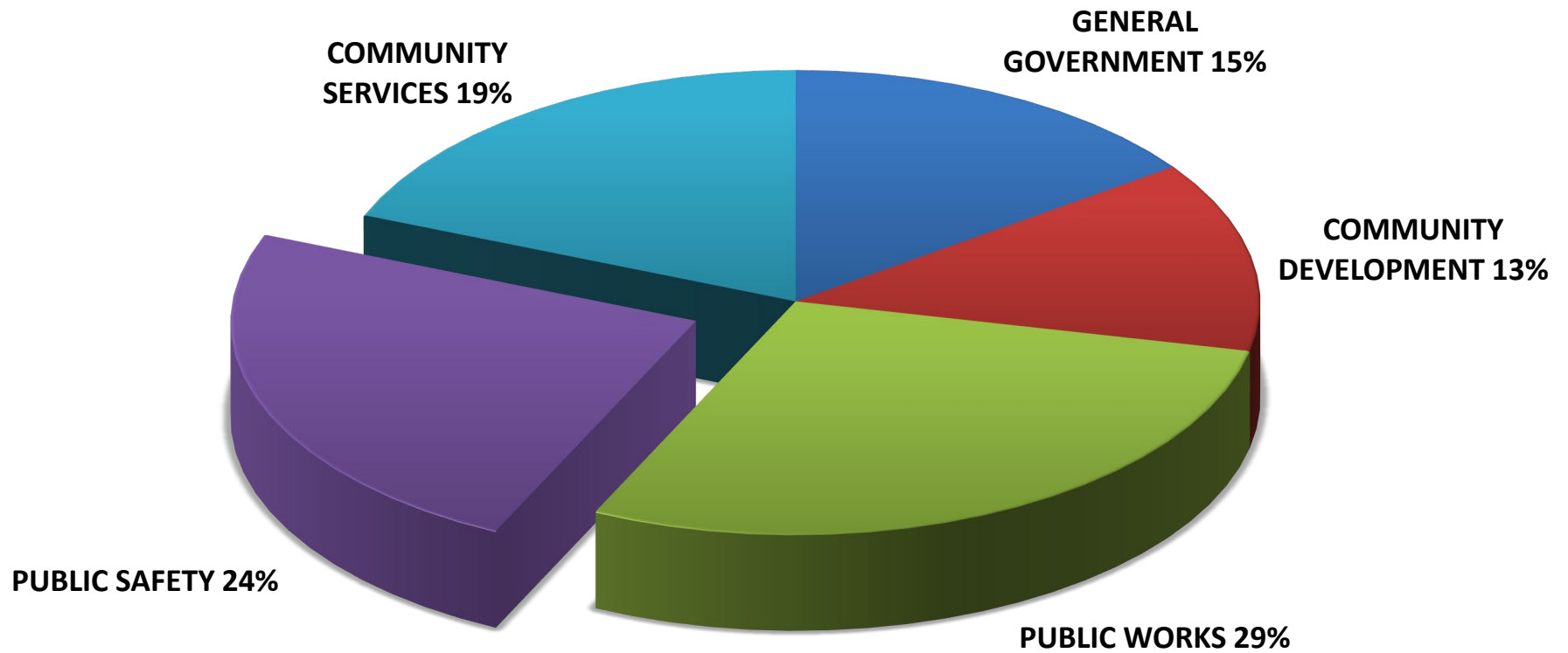
Provides for the purchase of recycling equipment for the City's facilities, parks, trails, and local schools. Some site preparation included.



# **Public Safety**



# **PUBLIC SAFETY FISCAL YEAR 2023-24**



**Total Public Safety Budget  
\$5,277,800**

**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 2023-24**, the Public Safety Program will work to achieve the following goals:

1. Continue to maintain functionality of primary and backup EOC sites.
2. Continue to maintain the inventory system established for the City's Emergency Operations supplies.
3. Conduct annual training for key City staff in appropriate areas of EOC activation using the Walnut EOC Activation Guide created by staff.
4. 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.
5. Continue to 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.

**In 2022-23**, the Public Safety Program worked to achieve the following goals:

1. Maintain functionality of primary and backup EOC sites.

**Performance Measure: Staff continues to monitor primary and backup EOC sites.**

2. Continue to maintain the inventory system established for the City's Emergency Operations supplies.

**Performance Measure: Staff continues to monitor and maintain the inventory of the City's Emergency Operations supplies.**

3. Update the City's Emergency Action Plan.

**Performance Measure: Staff completed Emergency Action Plan and was adopted by City Council in October 2021.**

4. Conduct annual training for key City staff in appropriate areas of EOC activation using the Walnut EOC Activation Guide created by staff.

**Performance Measure: Staff attended FEMA workshops and training series.**

5. 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.

**Performance Measure: Joint meetings with the Sheriff's Department and Fire Department were postponed due to Los Angeles County Department of Public Health (LACDPH) orders related to the pandemic.**

6. Continue to 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.

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

**Public Safety  
Measurable Outputs**

<b>Output</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Employees trained on Emergency Operations	100	100	100	100	100
National Night Out Event Attendees	1,250	0	0	0	1000
Neighborhood Watch Meetings	30	0	0	0	30
Public Safety Seminar	0	0	0	0	0
Number of Volunteers on Patrol	15	15	10	10	15
Joint City Council/Sheriff Meeting	0	0	0	0	1

<b>FY 2023-24 Public Safety Goals and Relationship to the Mission Statement</b>
<p>In <b>FY 2023-24</b>, the Public Safety Department has identified six major goals:</p> <ol style="list-style-type: none"> <li>1. Continue to maintain the City’s EOC inventory system for equipment and supplies and add/replace items as needed.</li> <li>2. Continue to meet on a regular basis with members of the Sheriff’s Department and Fire Department to discuss public safety matters.</li> <li>3. Continue to research opportunities that can enhance law enforcement investigations.</li> <li>4. Utilize the Walnut app, website, and social media mediums to inform residents of public safety matters and provide emergency preparedness information to the community.</li> <li>5. Continue to provide EOC training to City staff to maintain the City’s level of readiness.</li> <li>6. Update the City’s Emergency Action Plan.</li> </ol> <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, Walnut app, and social media sites, and enhanced public outreach on public safety programs.</p>

**CITY OF WALNUT  
PROGRAM SUMMARY  
PUBLIC SAFETY**

	2021-22		2022-23		2023-24
	ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
PERSONNEL EXPENSE	148,618	192,340	209,550	162,130	214,050
OPERATIONS EXPENSE	4,414,294	4,601,250	4,694,310	4,605,160	5,063,750
<b>TOTAL OPERATING EXPENSE</b>	<b>4,562,912</b>	<b>4,793,590</b>	<b>4,903,860</b>	<b>4,767,290</b>	<b>5,277,800</b>
CAPITAL	0	0	0	0	0
<b>PROGRAM TOTAL</b>	<b>4,562,912</b>	<b>4,793,590</b>	<b>4,903,860</b>	<b>4,767,290</b>	<b>5,277,800</b>
<b>TOTAL FULL-TIME EMPLOYEES</b>	<b>1.01</b>	<b>1.01</b>	<b>1.01</b>	<b>1.01</b>	<b>1.10</b>
<b>SUB-PROGRAMS:</b>			<b>PAGE</b>		
PUBLIC SAFETY ADMINISTRATION	01-8000				256
BUSINESS LICENSE ENFORCEMENT	01-8002				258
GENERAL LAW ENFORCEMENT	01-8100/08-8100				262
HELICOPTER SERVICES	01-8101				266
CRIME PREVENTION	01-8400				268
ANIMAL CONTROL	01-8500				270
EMERGENCY PREPAREDNESS	01-8600				272
VOLUNTEERS ON PATROL	01-8900				274
VEHICLE CODE FINES	05-8200				276
CITIZEN'S OPTIONS FOR PUB SFTY	07-8003				280

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: PUBLIC SAFETY**

**SUB-PROGRAM: PUBLIC SAFETY ADMINIST'N**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
01-8000-5101	REGULAR SALARIES	39,690	41,250	33,690	33,820	43,200
01-8000-5105	HEALTH & LIFE INSURANCE	4,275	4,280	3,380	3,480	4,730
01-8000-5107	WORKERS' COMPENSATION	707	760	620	630	1,030
01-8000-5108	PERS	16,013	18,370	15,000	17,680	17,120
01-8000-5110	MEDICARE	618	650	580	520	750
01-8000-5111	SICK LEAVE/VACATION BUYBACK	1,514	1,950	4,290	0	5,570
	<b>TOTAL PERSONNEL</b>	<b>62,816</b>	<b>67,260</b>	<b>57,560</b>	<b>56,130</b>	<b>72,400</b>
	<b>OPERATIONS</b>					
01-8000-6201	CONFERENCE & MEETINGS	0	500	500	500	500
01-8000-6215	VEHICLE/CELL ALLOWANCE	1,395	1,350	750	730	1,120
01-8000-6227	CONTRACTUAL SERVICES	107,098	117,000	117,000	117,000	120,000
01-8000-6256	EQUIPMENT USAGE	314	380	380	380	560
01-8000-6265	COMPUTER USAGE	1,790	1,930	1,930	1,900	3,370
	<b>TOTAL OPERATIONS</b>	<b>110,598</b>	<b>121,160</b>	<b>120,560</b>	<b>120,510</b>	<b>125,550</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>173,414</b>	<b>188,420</b>	<b>178,120</b>	<b>176,640</b>	<b>197,950</b>
FUNDING SOURCE: GENERAL						
	F/T EMPLOYEES	0.25	0.25	0.25	0.25	0.35

**CITY OF WALNUT  
ANNUAL BUDGET DETAIL**

**2023-24**

**PUBLIC SAFETY ADMINISTRATION (8000)**

Public Safety Administration 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**

***Administrative Services Manager - 25%***

Responsible for managing all operations of the Administrative Services, Human Resources, and Computer Services Divisions. Also, is tasked with setting goals and the preparation of budgets for all Divisions, and overseeing the management and supervision of employees. (20% in 01-4502, 30% in 01-4700, 25% in 41-5800)

***Management Analyst – 10%***

Responsible for various administrative functions, to include the administration, management, and monitoring of the City's Economic Development Division, as well as various special projects, as assigned. Participates in the development of the budget for the Administrative Services Department, monitors program budgets, and develops procedures for efficient department operations. (35% in 01-4700, 35% in 01-4800, 20% in 01-5911)

5105 - 5111 See Appendix

**OPERATIONS:**

6201 **Conference & Meeting**

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

6215 **Vehicle/Cell Allowance**

Provides for vehicle and cell phone allowance for the Administrative Services Manager and Management Analyst, which are distributed the same as payroll.

6227 **Contractual Services**

Provides for payment to contracted agency for seven (7) crossing guards for Walnut schools. The 8<sup>th</sup> crossing guard is paid out of 07-8003-6227.

6256 - 6265 See Appendix

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: PUBLIC SAFETY**

**SUB-PROGRAM: BUSINESS LICENSE ENFORCE.**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23	2023-24	
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
01-8002-5101	REGULAR SALARIES	11,845	25,000	41,500	17,820	30,050
01-8002-5105	HEALTH & LIFE INSURANCE	2,161	3,380	5,090	3,860	3,740
01-8002-5107	WORKERS' COMPENSATION	225	460	770	1,270	570
01-8002-5108	PERS	4,646	11,140	18,490	6,950	14,170
01-8002-5110	MEDICARE	259	390	650	450	480
01-8002-5111	SICK LEAVE/VACATION BUYBACK	4,923	470	1,250	860	880
	<b>TOTAL PERSONNEL</b>	<b>24,059</b>	<b>40,840</b>	<b>67,750</b>	<b>31,210</b>	<b>49,890</b>
	<b>OPERATIONS</b>					
01-8002-6210	PRINTING	485	500	500	500	600
01-8002-6215	VEHICLE/CELL ALLOWANCE	32	320	860	520	560
01-8002-6216	PROFESSIONAL SERVICES	34,609	35,000	35,000	38,500	40,000
01-8002-6227	CONTRACTUAL SERVICES	0	700	700	700	700
01-8002-6256	EQUIPMENT USAGE	314	380	380	380	400
01-8002-6265	COMPUTER USAGE	1,790	1,930	1,930	1,900	2,410
	<b>TOTAL OPERATIONS</b>	<b>37,230</b>	<b>38,830</b>	<b>39,370</b>	<b>42,500</b>	<b>44,670</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>61,289</b>	<b>79,670</b>	<b>107,120</b>	<b>73,710</b>	<b>94,560</b>
FUNDING SOURCE:	F/T EMPLOYEES	0.25	0.25	0.25	0.25	0.25
BUSINESS LICENSE TAX (\$137,000)						



**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**

**2023-24**

**BUSINESS LICENSE ENFORCEMENT (8002)**

Business License 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**

***Director of Finance - 10%***

Responsible for directing all operations of the Finance Division, managing all investment operations of the City including the Walnut Housing Authority. Responsible for the daily management and operation of the Finance Division including budgeting, payroll, accounts payable, accounts receivable, fixed asset inventory, surplus, business licenses, parking citations, and passports. Responsible for maintaining the City and Walnut Housing Authority general ledgers, reconciliations, and monthly revenue and expenditures reports. Supervises the daily cash management and the accounting operations of the division. Handles the audit from various agencies including the preparation of financial reports. (55% in 01-4500, 20% in 05-8200, 15% in 41-5800)

***Senior Accounting Technician - 15%***

Responsible for purchase order processing, contract/insurance review, prepares daily bank deposit, and business license operations and enforcements. Tracks new fixed assets through City warrants and tags new additions. Handles the yearly 1099 reporting. Assists with the fixed asset inventory count and serves as the primary backup for accounts payable. (85% in 01-4500)

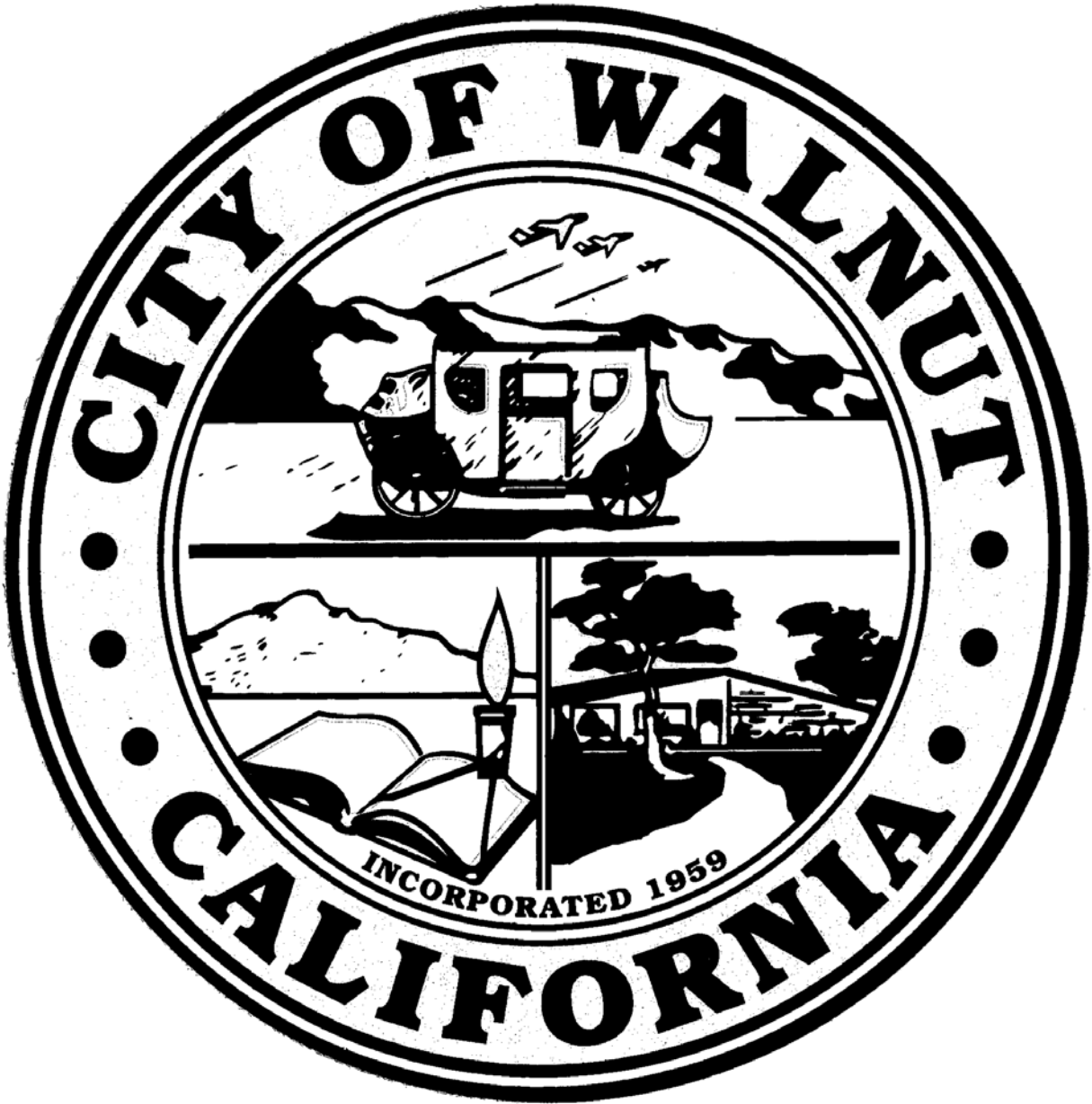
5105 - 5111 See Appendix

**OPERATIONS:**

**6210 Printing**

Provides for printing services for business license certificates, business license stickers, and delinquent license fee order to comply booklets.

- 6215 **Vehicle/Cell Allowance**  
Provides for a vehicle and cell phone allowance for the Director of Finance, which are distributed through payroll.
- 6216 **Professional Services**  
Provides for services from contracted agency to process City business licenses.
- 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  
2023-24 BUDGET**

**PROGRAM: PUBLIC SAFETY**

**SUB-PROGRAM: GENERAL LAW ENFORCEMENT**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
01-8100-6227	CONTRACTUAL SERVICES	3,848,903	3,902,000	3,902,000	3,902,000	3,986,200
01-8100-6247	EQUIPMENT MAINTENANCE	0	5,000	420	5,000	5,000
	<b>TOTAL OPERATIONS</b>	<b>3,848,903</b>	<b>3,907,000</b>	<b>3,902,420</b>	<b>3,907,000</b>	<b>3,991,200</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>3,848,903</b>	<b>3,907,000</b>	<b>3,902,420</b>	<b>3,907,000</b>	<b>3,991,200</b>
FUNDING SOURCE: GENERAL						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**

**2023-24**

**GENERAL LAW ENFORCEMENT (8100)**

General Law Enforcement 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 (2.0) 40-hour deputies, and (6.6) 56-hour deputies. (50% of a 40-hour deputy in 01-8400).

**6247 Equipment Maintenance**

Provides for the calibration of two (2) Lidar guns and maintenance of equipment.

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: PUBLIC SAFETY**

**SUB-PROGRAM: GENERAL LAW ENFORCEMENT**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
08-8100-6227	CONTRACTUAL SERVICES	0	100,000	96,900	35,000	350,000
08-8100-6247	EQUIPMENT MAINTENANCE	0	0	3,100	3,000	3,000
	<b>TOTAL OPERATIONS</b>	<b>0</b>	<b>100,000</b>	<b>100,000</b>	<b>38,000</b>	<b>353,000</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>0</b>	<b>100,000</b>	<b>100,000</b>	<b>38,000</b>	<b>353,000</b>
AMERICAN RESCUE PLAN ACT (ARPA)						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**

**2023-24**

**GENERAL LAW ENFORCEMENT (08-8100)**

General Law Enforcement 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.

**6247 Equipment Maintenance**

Provides for the calibration of two (2) Lidar guns and maintenance of equipment.

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: PUBLIC SAFETY**

**SUB-PROGRAM: HELICOPTER SERVICES**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
01-8101-6227	CONTRACTUAL SERVICES	3,222	10,000	7,700	10,000	10,000
	<b>TOTAL OPERATIONS</b>	<b>3,222</b>	<b>10,000</b>	<b>7,700</b>	<b>10,000</b>	<b>10,000</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>3,222</b>	<b>10,000</b>	<b>7,700</b>	<b>10,000</b>	<b>10,000</b>
FUNDING SOURCE: GENERAL						



**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**HELICOPTER SERVICES (8101)**

Helicopter Services 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  
2023-24 BUDGET**

**PROGRAM: PUBLIC SAFETY**

**SUB-PROGRAM: CRIME PREVENTION**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
01-8400-6227	CONTRACTUAL SERVICES	164,857	168,000	168,000	168,000	181,600
01-8400-6272	CRIME PREVENTION PROGRAM SUPPLIES	2,140	2,500	2,500	2,500	2,500
	<b>TOTAL OPERATIONS</b>	<b>166,997</b>	<b>170,500</b>	<b>170,500</b>	<b>170,500</b>	<b>184,100</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>166,997</b>	<b>170,500</b>	<b>170,500</b>	<b>170,500</b>	<b>184,100</b>
FUNDING SOURCE: GENERAL						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**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.

**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).

**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  
2023-24 BUDGET**

**PROGRAM: PUBLIC SAFETY**

**SUB-PROGRAM: ANIMAL CONTROL**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
01-8500-6227	CONTRACTUAL SERVICES	116,757	115,000	115,000	100,000	115,000
	<b>TOTAL OPERATIONS</b>	<b>116,757</b>	<b>115,000</b>	<b>115,000</b>	<b>100,000</b>	<b>115,000</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>116,757</b>	<b>115,000</b>	<b>115,000</b>	<b>100,000</b>	<b>115,000</b>
FUNDING SOURCE: GENERAL ANIMAL LICENSE SALES (\$13,500)						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**ANIMAL CONTROL (8500)**

Animal Control 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 deceased animals, etc.

**OPERATIONS:**

6227 **Contractual Services**

Provides for payment to the Los Angeles County Animal Care & Control and contracted agency for performance of pest control services as needed.

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: PUBLIC SAFETY**

**SUB-PROGRAM: EMERGENCY PREPAREDNESS**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
01-8600-6201	CONFERENCE & MEETINGS	0	1,500	1,500	1,500	1,500
01-8600-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	5,313	4,410	4,410	4,450	4,450
01-8600-6227	CONTRACTUAL SERVICES	9,840	10,000	10,000	10,000	10,000
01-8600-6247	EQUIPMENT MAINTENANCE	6,477	12,000	12,000	12,000	12,000
01-8600-6253	TELEPHONE	4,747	5,200	5,200	5,300	5,300
01-8600-6254	COMMUNICATIONS	1,790	2,000	2,000	2,000	2,000
01-8600-6273	EMERGENCY PREPAREDNESS SUPPLIES	0	2,000	2,000	1,000	2,000
	<b>TOTAL OPERATIONS</b>	<b>28,167</b>	<b>37,110</b>	<b>37,110</b>	<b>36,250</b>	<b>37,250</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>28,167</b>	<b>37,110</b>	<b>37,110</b>	<b>36,250</b>	<b>37,250</b>
FUNDING SOURCE: GENERAL						

**CITY OF WALNUT  
ANNUAL BUDGET DETAIL**

**2023-24**

**EMERGENCY PREPAREDNESS (8600)**

Emergency Preparedness 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. Also, provides for the OARRS system for interconnectivity with LA County EOC during disasters.

6227 **Contractual Services**

Provides for the City's mass-notification system and training consultant costs as needed.

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.

6253 **Telephone**

Provides for annual fee for four (4) satellite phones airtime agreement (two satellite phones added in Fiscal Year 2021-22).

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  
2023-24 BUDGET**

**PROGRAM: PUBLIC SAFETY**

**SUB-PROGRAM: VOLUNTEERS ON PATROL**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
01-8900-6201	CONFERENCE & MEETINGS	0	200	200	200	200
01-8900-6239	UNIFORMS	0	1,000	1,000	1,000	1,000
	<b>TOTAL OPERATIONS</b>	<b>0</b>	<b>1,200</b>	<b>1,200</b>	<b>1,200</b>	<b>1,200</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>0</b>	<b>1,200</b>	<b>1,200</b>	<b>1,200</b>	<b>1,200</b>
FUNDING SOURCE: GENERAL						



**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**VOLUNTEERS ON PATROL (8900)**

Provides for administration of the Volunteers on Patrol (V.O.P) program, 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 & Meetings**

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  
2023-24 BUDGET**

**PROGRAM: PUBLIC SAFETY**

**SUB-PROGRAM: VEHICLE CODE FINES**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
<b>PERSONNEL</b>						
05-8200-5101	REGULAR SALARIES	31,896	52,920	52,920	50,150	57,100
05-8200-5105	HEALTH & LIFE INSURANCE	4,266	6,750	6,750	7,220	7,470
05-8200-5107	WORKERS' COMPENSATION	420	980	980	930	1,080
05-8200-5108	PERS	8,904	20,610	20,610	12,730	23,460
05-8200-5110	MEDICARE	688	810	810	780	880
05-8200-5111	SICK LEAVE/VACATION BUYBACK	14,553	1,060	1,060	1,910	1,770
	<b>TOTAL PERSONNEL</b>	<b>60,726</b>	<b>83,130</b>	<b>83,130</b>	<b>73,720</b>	<b>91,760</b>
<b>OPERATIONS</b>						
05-8200-6210	PRINTING	0	2,500	2,500	0	2,500
05-8200-6215	VEHICLE/CELL ALLOWANCE	950	1,540	1,540	1,340	1,420
05-8200-6227	CONTRACTUAL SERVICES	14,051	15,000	15,000	16,500	18,000
05-8200-6256	EQUIPMENT USAGE	628	760	760	760	790
05-8200-6265	COMPUTER USAGE	3,571	3,850	3,850	3,800	4,820
	<b>TOTAL OPERATIONS</b>	<b>19,200</b>	<b>23,650</b>	<b>23,650</b>	<b>22,400</b>	<b>27,530</b>
<b>CAPITAL</b>						
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>79,926</b>	<b>106,780</b>	<b>106,780</b>	<b>96,120</b>	<b>119,290</b>
FUNDING SOURCE:		F/T EMPLOYEES	0.50	0.50	0.50	0.50
VEHICLE CODE FINES (\$59,500)						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**VEHICLE CODE FINES (05-8200)**

Vehicle Code Fines 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**

***Director of Finance - 20%***

Responsible for directing all operations of the Finance Division, managing all investment operations of the City including the Walnut Housing Authority. Responsible for the daily management and operation of the Finance Division including budgeting, payroll, accounts payable, accounts receivable, fixed asset inventory, surplus, business licenses, parking citations, and passports. Responsible for maintaining the City and Walnut Housing Authority general ledgers, reconciliations, and monthly revenue and expenditures reports. Supervises the daily cash management and the accounting operations of the division. Handles the audit from various agencies including the preparation of financial reports. (55% in 01-4500, 10% in 01-8002, 15% in 41-5800)

***Finance Analyst - 10%***

Prepares and coordinates the process for the City's annual budget and the disposal of the equipment surplus. Handles the review of semi-monthly accounts payable, journal entries, and daily bank deposits. Prepares monthly bank reconciliations for all city accounts and monthly payroll liability reconciliation. Assists with the Annual Comprehensive Financial Report (ACFR). Prepares monthly budget exceeded reports, and change orders. (87.5% in 01-4500, 2.5% in 41-5800)

***Accounting Technician - 20%***

Responsible for recording accounts receivable, processing payroll, prepares monthly deposit accounts reconciliations and assisting with processing passport applications. Handles the annual W2 reporting and quarterly tax reporting. Serves as primary backup to the cashiering functions. (67.5% in 01-4500, 12.5% in 23-5430)

5105 - 5111 See Appendix

**OPERATIONS:**

6210 **Printing**

Provides for the cost of parking citation forms.

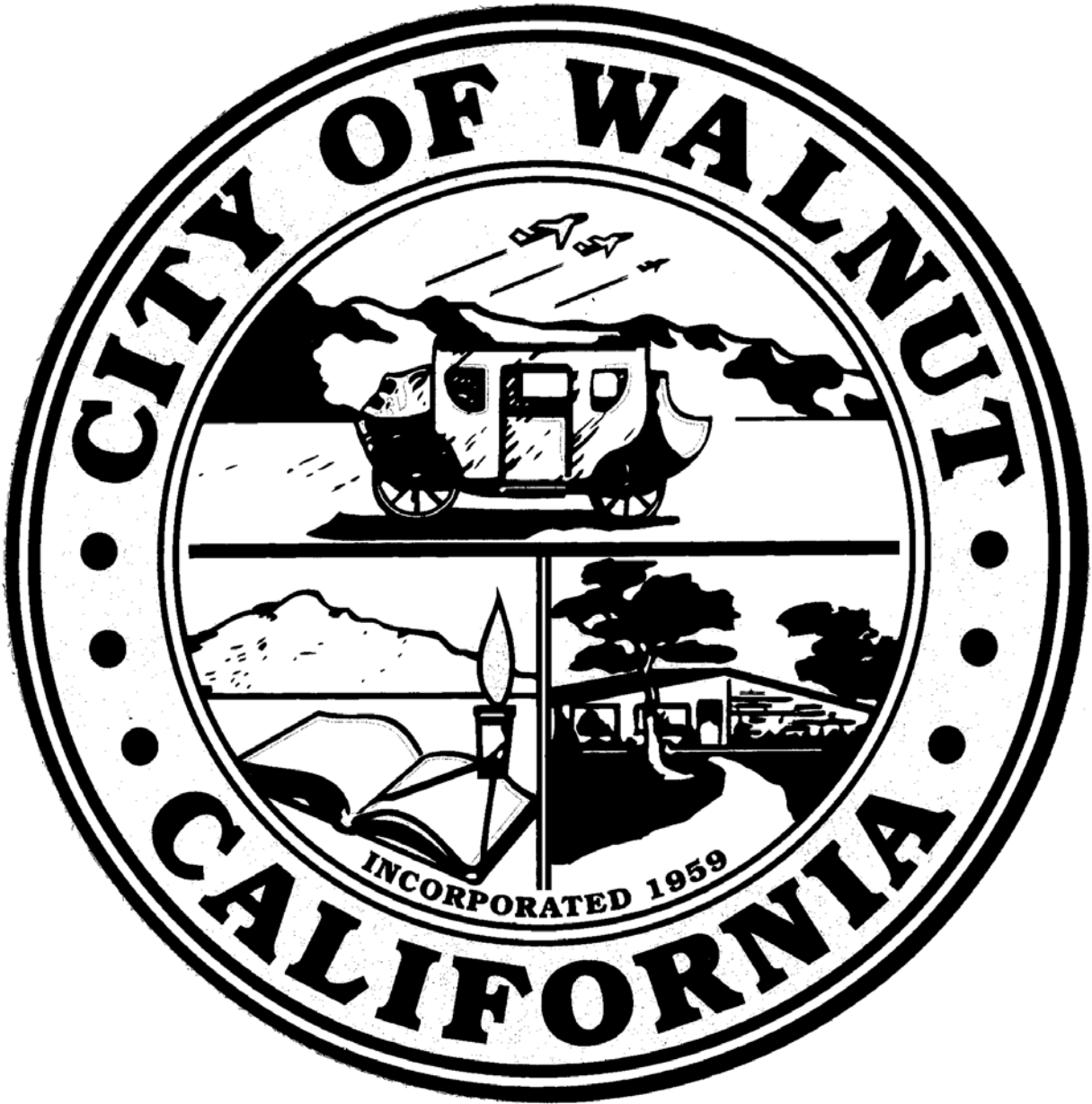
6215 **Vehicle/Cell Allowance**

Provides for a vehicle and cell phone allowance for the Director of Finance and Finance Analyst, which are distributed through payroll.

6227 **Contractual Services**

Provides for services rendered under contract for all parking citation processing activities. In prior fiscal years, the Los Angeles Court Fees were captured within the vehicle fines revenue account (05-3310).

6256 - 6265 See Appendix



**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: PUBLIC SAFETY**

**SUB-PROGRAM: CITIZENS OPTNS PUBLIC SFTY**

APPROPRIATION DETAIL							
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24	
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET	
<b>PERSONNEL</b>							
07-8003-5101	REGULAR SALARIES	786	820	820	820	0	
07-8003-5105	HEALTH & LIFE INSURANCE	140	140	140	140	0	
07-8003-5107	WORKERS' COMPENSATION	14	20	20	20	0	
07-8003-5108	PERS	65	70	70	70	0	
07-8003-5110	MEDICARE	12	20	20	20	0	
07-8003-5111	SICK LEAVE/VACATION BUYBACK	0	40	40	0	0	
	<b>TOTAL PERSONNEL</b>	<b>1,016</b>	<b>1,110</b>	<b>1,110</b>	<b>1,070</b>	<b>0</b>	
<b>OPERATIONS</b>							
07-8003-6215	VEHICLE/CELL ALLOWANCE	31	30	30	30	0	
07-8003-6216	PROFESSIONAL SERVICES	5,000	5,500	5,500	5,500	5,500	
07-8003-6227	CONTRACTUAL SERVICES	16,091	100,500	100,500	100,500	108,080	
07-8003-6247	EQUIPMENT MAINTENANCE	61,417	70,000	70,000	50,000	60,000	
07-8003-6253	TELEPHONE	600	670	670	670	670	
07-8003-6256	EQUIPMENT USAGE	8	20	20	20	0	
07-8003-6265	COMPUTER USAGE	74	80	80	80	0	
	<b>TOTAL OPERATIONS</b>	<b>83,221</b>	<b>176,800</b>	<b>176,800</b>	<b>156,800</b>	<b>174,250</b>	
<b>CAPITAL</b>							
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
	<b>SUB-PROGRAM TOTAL</b>	<b>84,238</b>	<b>177,910</b>	<b>177,910</b>	<b>157,870</b>	<b>174,250</b>	
FUNDING SOURCE: COPS (\$175,000)		F/T EMPLOYEES	0.01	0.01	0.01	0.01	0.00

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**

**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.

**PERSONNEL:**

5101 **Regular Salaries**

***Management Analyst/Public Information Officer***

Assist in administering the contract for the City's Motion Activated License Plate Camera Program. Also, assists in responding to request from Sherriff's personnel for stored data for investigation purposes. In Fiscal Year 2023-24, moved to 25% in 01-4502, 50% in 01-4800, 25% in 01-4900

5105 - 5111 See Appendix

**OPERATIONS:**

6215 **Vehicle/Cell Allowance**

Provides for a vehicle and cell phone allowance for the Management Analyst/Public Information Officer, which are distributed through payroll.

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 Community Service Officer and one (1) Crossing Guard at Collegewood Elementary School.

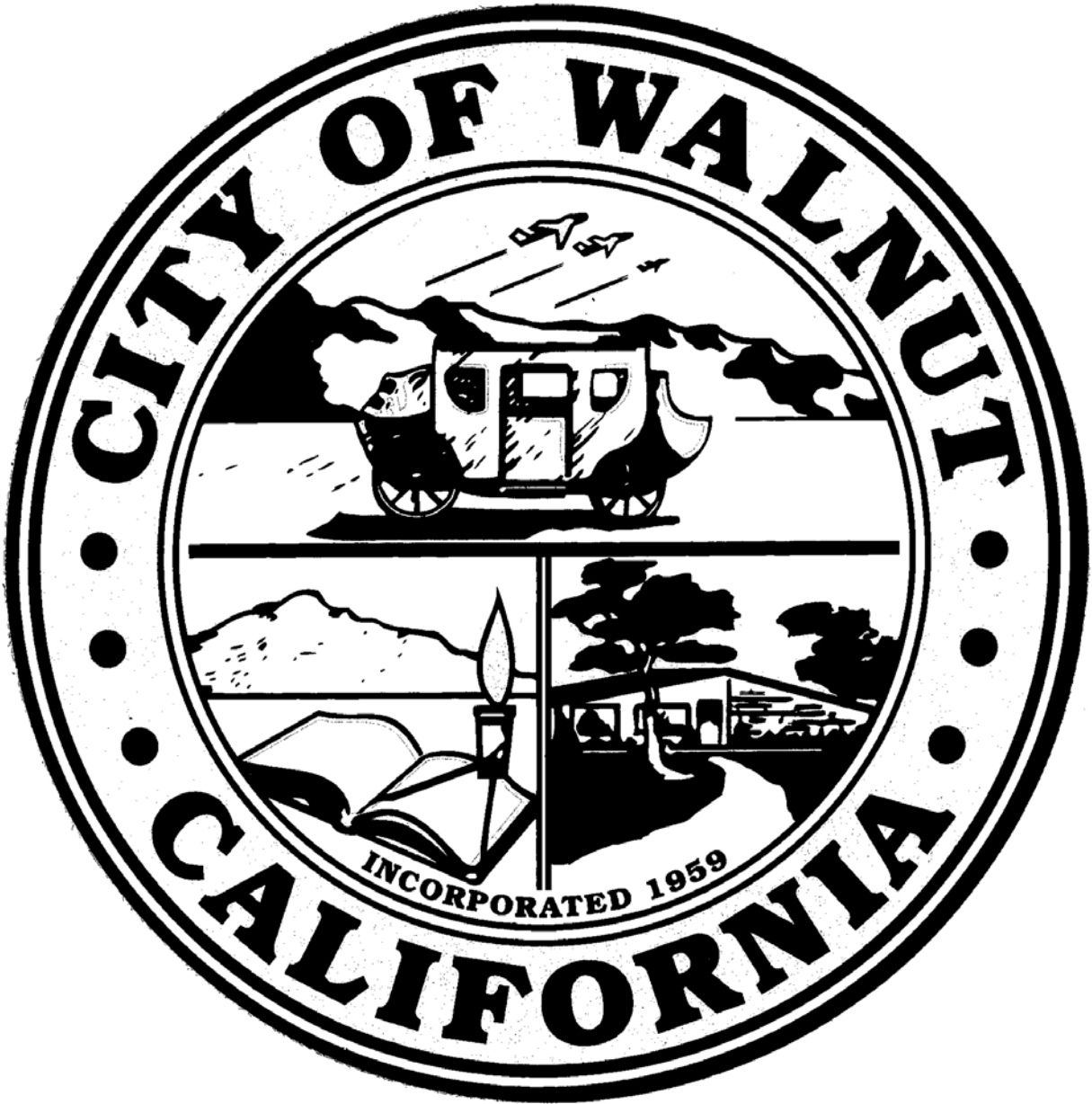
6247 **Equipment Maintenance**

Provides for maintenance of the automated license plate readers (ALPR).

6253 **Telephone**

Provides for cellular phone use for public safety matters.

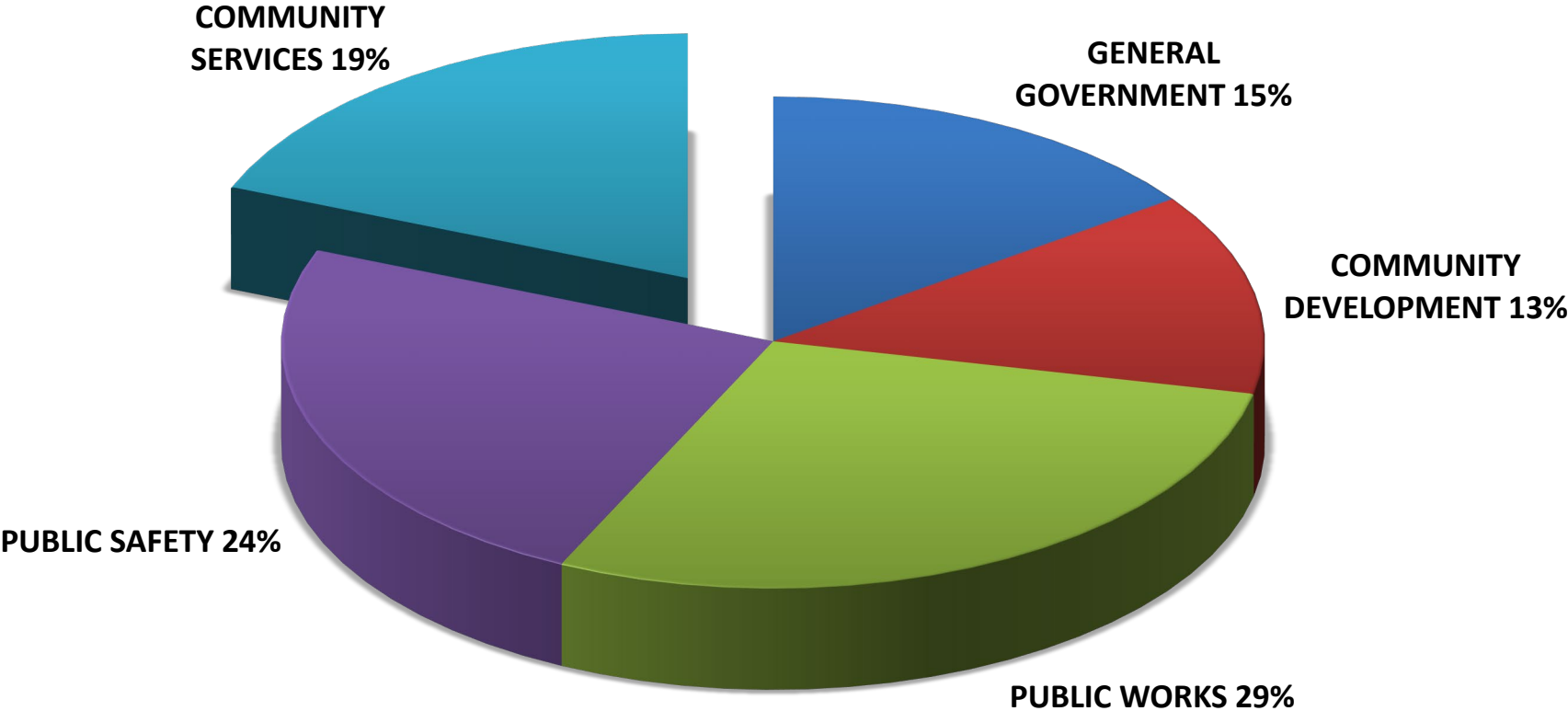
6256 - 6265 See Appendix





# **Community Services**

# COMMUNITY SERVICES FISCAL YEAR 2023-24



**Total Community Services Budget  
\$4,166,760**

**CITY OF WALNUT**  
**COMMUNITY SERVICES**  
**PROGRAM GOALS & PERFORMANCE MEASURES**

The Community Services Program 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. The Superintendent also heads the Emergency Operations Center (EOC) for the City.

**In 2023-24**, the Community Services Department will work to achieve the following goals:

1. Work with the Youth Advisory Commission to enhance involvement of the Commission and expand volunteer opportunities for youth in the community. *We will exceed expectation by preparing Walnut for the future.*
2. Enhance inclusivity of Walnut Recreation programming by increasing the amount of programs available and dedicated to the special needs community. *We will enhance civic pride by creating opportunities for Walnut families.*
3. Complete an update to the City's trail map guide and signage to enhance access to the City's 33 miles of equestrian, pedestrian, and bike trails. *We will collaborate by providing clear direction for people using our services.*
4. Continue to enhance and promote the City's pickleball program by offering additional organized gameplay and instruction. *We will enhance civic pride by offering superior facilities and programs.*
5. Enhance seasonal part-time employee recruitment by establishing a job fair event for summer aquatics and camp staff. *We will exceed expectations by preparing Walnut for the future.*
6. Expand programming at the Walnut Senior Center by adding new health and wellness classes and seminars. *We will enhance civic pride by offering superior facilities and programs.*
7. Install new accessible playground and pathways at Snow Creek Park. *We will enhance civic pride by creating opportunities for Walnut families.*

**In 2022-23**, Community Services worked to achieve the following goals:

1. Continue with the trail resurfacing program to extend the life of Walnut's trail system. *We will exceed expectations by preparing Walnut for the future.*

**Performance Measure: Completed.** Walnut completed a trail resurfacing project along La Puente Road from Citadel to Old Post.

2. Install new playgrounds at Heidleberg and Ashley Parks. *We will enhance civic pride by creating opportunities for Walnut families.*

**Performance Measure: Completed.**

3. Cut ribbon on Diversity Plaza at Creekside Park. *We will collaborate by embracing cultural diversity.*

**Performance Measure: Completed.**

4. Upgrade irrigation system at Creekside Park. *We will exceed expectations by seeking new cost efficiencies.*

**Performance Measure: Completed.**

5. Introduce Volleyball programming in the Gymnasium/Teen Center to include, clinics, leagues and regional events. *We will enhance civic pride by offering superior facilities and programs.*

**Performance Measure: Completed.**

6. Continue to lead the Emergency Operations Center (EOC) for the City to include pandemic related changes and and/all other declared emergencies. *We will exceed expectations by striving to be educated and well informed.*

**Performance Measure: Completed.**

**Community Services  
Measurable Outputs**

<b>Output</b>	<b>FY 2019-20</b>	<b>FY 2020-21</b>	<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>
Contract classes offered	612	20	500	400	450
Camps offered	33	2	10	33	35
Sports Leagues offered	15	0	15	15	15
Aquatic program participants	5,000	500	3,000	3,000	3,000
Total number of adult registrants	16,950	100	13,000	14,000	14,000
Total number of youth registered	8,075	500	850	8,000	8,250
Acres of landscape maintained weekly/parks	80	80	80	80	80
Acres of turf mowed weekly	40	40	40	40	40
Irrigation upgrades performed	5	5	5	5	8

**FY 2023-24  
Community Services  
Goals and Relationship to the Mission Statement**

In **FY 2023-24**, the Community Services Department has identified seven major goals:

1. Work with the Youth Advisory Commission to enhance involvement of the Commission and expand volunteer opportunities for youth in the community.
2. Enhance inclusivity of Walnut Recreation programming by increasing the amount of programs available and dedicated to the special needs community.
3. Complete an update to the City’s trail map guide and signage to enhance access to the City’s 33 miles of equestrian, pedestrian, and bike trails.
4. Continue to enhance and promote the City’s pickleball program by offering additional organized gameplay and instruction.
5. Enhance seasonal part-time employee recruitment by establishing a job fair event for summer aquatics and camp staff.
6. Expand programming at the Walnut Senior Center by adding new health and wellness classes and seminars.
7. Install new accessible playground and pathways at Snow Creek Park.

***The Community Services Department will enhance civic pride by offering superior facilities and programs, creating opportunities for Walnut families, and remaining educated and informed.***

**CITY OF WALNUT  
PROGRAM SUMMARY  
COMMUNITY SERVICES**

	2021-22		2022-23	2023-24	
	ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
PERSONNEL EXPENSE	1,849,602	2,152,590	2,152,590	2,055,540	2,083,480
OPERATIONS EXPENSE	1,572,541	2,068,830	2,070,330	1,976,710	2,083,280
<b>TOTAL OPERATING EXPENSE</b>	<b>3,422,143</b>	<b>4,221,420</b>	<b>4,222,920</b>	<b>4,032,250</b>	<b>4,166,760</b>
CAPITAL	0	0	0	0	0
<b>PROGRAM TOTAL</b>	<b>3,422,143</b>	<b>4,221,420</b>	<b>4,222,920</b>	<b>4,032,250</b>	<b>4,166,760</b>
<b>TOTAL FULL-TIME EMPLOYEES</b>	<b>10.30</b>	<b>10.30</b>	<b>10.30</b>	<b>10.30</b>	<b>10.05</b>
<b>SUB-PROGRAMS:</b>					
				<b>PAGE</b>	
FAMILY FESTIVAL	01-4801 / 08-4801			288	
RECREATION ADMINISTRATION	01-9001 / 08-9001			292	
FIREWORKS SHOW	01-9005			298	
PARKS MAINTENANCE	01-9100			300	
EQUESTRIAN TRAIL MAINTENANCE	01-9101			306	
SPECIAL EVENTS	01-9690 / 08-9690			310	
AQUATICS	01-9691 / 08-9691			314	
EXCURSIONS	01-9692			320	
SPORTS & GYMNASIUM	01-9693 / 08-9693			322	
RECREATION CLASSES	01-9694 / 08-9694			328	
SENIOR CENTER	01-9696 / 08-9696			332	
TEEN CENTER	01-9697 / 08-9697			338	
CAMP CRAWDAD	01-9699			344	
PARK GRANTS	28-9696			346	
PARKS MAINTENANCE	37-9100			348	

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: COMMUNITY SERVICES**

**SUB-PROGRAM: FAMILY FESTIVAL**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
<b>PERSONNEL</b>						
01-4801-5103	SEASONAL/LIMITED PART-TIME EMPLOYEES	0	8,690	8,690	5,150	8,690
01-4801-5104	OVERTIME	0	4,200	4,200	3,590	4,500
01-4801-5107	WORKERS' COMPENSATION	0	720	720	410	760
01-4801-5110	MEDICARE	0	200	200	130	200
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>13,810</b>	<b>13,810</b>	<b>9,280</b>	<b>14,150</b>
<b>OPERATIONS</b>						
01-4801-6210	PRINTING	0	1,500	1,500	1,500	1,500
01-4801-6227	CONTRACTUAL SERVICES	32,856	43,940	43,940	43,940	43,940
01-4801-6281	FESTIVAL SUPPLIES	1,962	4,930	4,930	4,850	4,850
	<b>TOTAL OPERATIONS</b>	<b>34,819</b>	<b>50,370</b>	<b>50,370</b>	<b>50,290</b>	<b>50,290</b>
<b>CAPITAL</b>						
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>34,819</b>	<b>64,180</b>	<b>64,180</b>	<b>59,570</b>	<b>64,440</b>
FUNDING SOURCE: FAMILY FESTIVAL (\$20,000)						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**FAMILY FESTIVAL (4801)**

Family Festival provides for the planning and execution of the City's largest community event. The Walnut Family Festival is held annually and is planned by community volunteers. Primary functions include planning of the booth area, procession, and entertainment. In Fiscal Year 2023-24 Walnut will be planning a Celebration in honor of Walnut's 65<sup>th</sup> Birthday.

**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. In Fiscal Year 2021-22, moved to ARPA Fund (08).

5104 **Overtime**

Provides for payment of overtime to maintenance personnel for staffing in conjunction with the annual Walnut Family Festival. In Fiscal Year 2021-22, moved to ARPA Fund (08).

5107 - 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, road closure services, custodial service, rental of sound system, generators, canopies, tables and chairs, and other equipment as necessary. Provides for the compensation of entertainment. Provides for expenses relative to advertising.

6281 **Festival Supplies**

Provides for supplies such as decorations, ice, committee awards, and other miscellaneous supplies.



**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: COMMUNITY SERVICES**

**SUB-PROGRAM: FAMILY FESTIVAL**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
08-4801-5103	SEASONAL/LIMITED PART-TIME EMPLOYEES	5,788	0	0	0	0
08-4801-5107	WORKERS' COMPENSATION	237	0	0	0	0
08-4801-5110	MEDICARE	84	0	0	0	0
	<b>TOTAL PERSONNEL</b>	<b>6,109</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
	<b>TOTAL OPERATIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>6,109</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
FUNDING SOURCE: AMERICAN RESCUE PLAN ACT (ARPA)						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**FAMILY FESTIVAL (08-4801)**

Family Festival provides for the planning and execution of the City's largest community event. The Walnut Family Festival is held annually and is planned by community volunteers. Primary functions include planning of the booth area, procession, and entertainment. In Fiscal Year 2022-23, Family Festival expenses moved to General Fund (01).

**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.

5107 - 5110 See Appendix

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: COMMUNITY SERVICES**

**SUB-PROGRAM: RECREATION ADMINISTRATION**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
<b>PERSONNEL</b>						
01-9001-5101	REGULAR SALARIES	168,737	188,580	188,580	169,950	177,160
01-9001-5102	REGULAR PART-TIME EMPLOYEES	14,552	12,320	12,320	12,320	26,860
01-9001-5103	SEASONAL/LIMITED PART-TIME EMPLOYEES	0	8,000	8,000	8,000	8,000
01-9001-5104	OVERTIME	455	1,400	1,400	1,400	1,400
01-9001-5105	HEALTH & LIFE INSURANCE	26,866	23,660	23,660	23,660	23,660
01-9001-5107	WORKERS' COMPENSATION	3,270	4,150	4,150	4,150	4,320
01-9001-5108	PERS	73,080	82,320	82,320	82,320	68,250
01-9001-5110	MEDICARE	3,140	3,350	3,350	3,350	3,400
01-9001-5111	SICK LEAVE/VACATION BUYBACK	27,164	15,190	15,190	15,100	15,590
	<b>TOTAL PERSONNEL</b>	<b>317,263</b>	<b>338,970</b>	<b>338,970</b>	<b>320,250</b>	<b>328,640</b>
<b>OPERATIONS</b>						
01-9001-6201	CONFERENCE & MEETINGS	5,118	5,600	5,200	5,600	7,500
01-9001-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	735	960	1,360	960	1,200
01-9001-6207	POSTAGE	4,467	9,000	9,000	9,000	9,000
01-9001-6208	VEHICLE OPERATIONS	4,511	3,500	3,500	3,500	3,500
01-9001-6210	PRINTING	17,787	30,000	30,000	30,000	30,000
01-9001-6214	MILEAGE REIMBURSEMENT	0	100	100	100	100
01-9001-6215	VEHICLE/CELL ALLOWANCE	2,852	2,640	2,640	2,770	2,800
01-9001-6239	UNIFORMS	1,300	2,500	2,500	2,500	2,500
01-9001-6247	EQUIPMENT MAINTENANCE	220	1,500	1,500	1,500	1,500
01-9001-6250	WATER	1,683	2,000	2,000	2,000	2,000
01-9001-6251	ELECTRICITY	5,345	5,000	5,000	5,000	5,500
01-9001-6253	TELEPHONE	8,008	8,300	8,300	7,000	7,000
01-9001-6254	COMMUNICATIONS	1,455	1,200	1,200	1,200	1,200
01-9001-6256	EQUIPMENT USAGE	1,894	2,290	2,290	2,290	2,380
01-9001-6265	COMPUTER USAGE	10,712	11,560	11,560	11,410	14,450
01-9001-6278	BANK CHARGES	26,214	29,400	29,400	29,400	29,400
	<b>TOTAL OPERATIONS</b>	<b>92,301</b>	<b>115,550</b>	<b>115,550</b>	<b>114,230</b>	<b>120,030</b>
<b>CAPITAL</b>						
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>409,564</b>	<b>454,520</b>	<b>454,520</b>	<b>434,480</b>	<b>448,670</b>
FUNDING SOURCE: GENERAL		F/T EMPLOYEES	1.50	1.50	1.50	1.50

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**

**2023-24**

**RECREATION ADMINISTRATION (9001)**

The Recreation Division 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 administering 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 Los Angeles County Public Works. Also, responsible for setting the goals and the preparation of budgets for the division, and oversee 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 Community Services Director, responsible for the Environmental Services Program, Emergency Operations and the Recreation Division, including Recreation Classes, Teen Center, Senior Center, Gymnasium, Aquatics, Excursions, Sport Leagues, Sport 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, Recreation Specialists, and part-time personnel. Participates in the development of the budget for the Community Services 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. Also, prepares the Parks & Recreation Commission, Youth Advisory Commission, and Senior Citizens Commission agendas, handles correspondence, and provides general office support for the department. (20% in 01-6100, 20% in 01-6206, 20% in 01-9100)

**5102 Regular Part-Time Employees**

***Recreation Specialist -70%***

Provides support to the Community Services Department through a wide variety of tasks and specific area assignments under the supervision of the Executive Assistant to the Community Services Director. (30% in 01-9100)

5103 **Seasonal/Limited Part-Time Employees**

Provides for Recreation Leader staff coverage of MDRS facility during recreation classes, Recreation Specialist's absence, and when regular staff is attending citywide training, staff meetings, etc. In Fiscal Year 2021-22, moved to ARPA Fund (08).

5104 - 5111 See Appendix

**OPERATIONS:**

6201 **Conference & Meetings**

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. In Fiscal Year 2018-19, training and membership budgets from the following accounts were consolidated into this account: 01-9690, 01-9692, 01-9694, 01-9696, 01-9697, 01-9699.

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

Provides for memberships to professional organizations, including 50% of: the City's annual agency membership in the California's Parks & Recreation Society (CPRS), individual CPRS memberships for the Deputy Community Services Director and Parks and Recreation Commissioners, membership for the Director of Community Services in NRPA, and membership to CAPRCBM for Parks & Recreation Commissioners. (50% in 01-9100)

6207 **Postage**

Provides for mailing of the recreation brochure.

6208 **Vehicle Operations**

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

2015 Honda Accord	1462599	30% (30% in 01-6100, 10% in 01-6206, 30% in 01-9100)
2006 Ford F250	1257207	100%

6210 **Printing**

Provides for the total printing of the recreation brochures four times per year, printing of registration forms, and cash receipts.

6214 **Mileage Reimbursement**

Provides for mileage reimbursement for the recreation staff.

- 6215 **Vehicle/Cell Allowance**  
Provides for a vehicle and cell phone allowance for the Deputy Community Services Director, and provides for cell phone allowance for the Director of Community Services, which are distributed the same as payroll.
- 6239 **Uniforms**  
Provides for the purchase of staff t-shirts and sweatshirts.
- 6247 **Equipment Maintenance**  
Provides for maintenance and repair of 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 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  
2022-23 BUDGET**

**PROGRAM: COMMUNITY SERVICES**

**SUB-PROGRAM: RECREATION ADMINISTRATION**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2020-21		2021-22		2022-23
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
08-9001-5103	SEASONAL/LIMITED PART-TIME EMPLOYEES	4,134	0	0	0	0
08-9001-5107	WORKERS' COMPENSATION	170	0	0	0	0
08-9001-5110	MEDICARE	60	0	0	0	0
	<b>TOTAL PERSONNEL</b>	<b>4,364</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
	<b>TOTAL OPERATIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>4,364</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
FUNDING SOURCE:						
AMERICAN RESCUE PLAN ACT (ARPA)						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**

**2023-24**

**RECREATION ADMINISTRATION (08-9001)**

The Recreation Division 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. In Fiscal Year 2022-23, Family Festival expenses moved to General Fund (01).

**PERSONNEL:**

**5103 Seasonal/Limited Part-Time Employees**

Provides for Recreation Leader staff coverage of MDRS facility during recreation classes, Recreation Specialist's absence, and when regular staff is attending citywide training, staff meetings, etc.

5107-5110    See Appendix



**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: COMMUNITY SERVICES**

**SUB-PROGRAM: FIREWORKS SHOW**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
<b>PERSONNEL</b>						
01-9005-5103	SEASONAL/LIMITED PART-TIME EMPLOYEES	0	4,010	4,010	1,590	4,010
01-9005-5104	OVERTIME	0	4,000	4,000	3,540	4,000
01-9005-5107	WORKERS' COMPENSATION	0	500	500	220	520
01-9005-5110	MEDICARE	0	120	120	80	120
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>8,630</b>	<b>8,630</b>	<b>5,430</b>	<b>8,650</b>
<b>OPERATIONS</b>						
01-9005-6227	CONTRACTUAL SERVICES	17,500	76,220	76,220	76,220	76,220
01-9005-6277	RECREATION SUPPLIES	824	1,350	1,350	1,350	1,350
	<b>TOTAL OPERATIONS</b>	<b>18,324</b>	<b>77,570</b>	<b>77,570</b>	<b>77,570</b>	<b>77,570</b>
<b>CAPITAL</b>						
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>18,324</b>	<b>86,200</b>	<b>86,200</b>	<b>83,000</b>	<b>86,220</b>
FUNDING SOURCE: GENERAL						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**FIREWORKS SHOW (9005)**

Provides for funding of 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. In Fiscal Year 2021-22, moved to ARPA Fund (08).

5104 **Overtime**

Provides funds for maintenance staff to assist with event. In Fiscal Year 2021-22, moved to ARPA Fund (08).

5107 – 5110 See Appendix

**OPERATIONS:**

6227 **Contractual Services**

Provides for fireworks display, law enforcement services, school district personnel, road closure services, equipment rental, sound system, and entertainment.

6277 **Recreation Supplies**

Provides for the purchase of decorations, refreshments, and other miscellaneous supplies.

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: COMMUNITY SERVICES**

**SUB-PROGRAM: PARKS MAINTENANCE**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
<b>PERSONNEL</b>						
01-9100-5101	REGULAR SALARIES	317,848	344,610	344,610	319,310	317,230
01-9100-5102	REGULAR PART-TIME EMPLOYEES	12,430	28,750	28,750	28,750	11,520
01-9100-5104	OVERTIME	3,384	3,000	3,000	3,000	3,000
01-9100-5105	HEALTH & LIFE INSURANCE	61,022	61,850	61,850	61,850	58,480
01-9100-5107	WORKERS' COMPENSATION	18,786	22,780	22,780	22,780	23,360
01-9100-5108	PERS	84,418	95,820	95,820	95,820	82,060
01-9100-5110	MEDICARE	5,473	6,180	6,180	6,180	5,520
01-9100-5111	SICK LEAVE/VACATION BUYBACK	6,307	16,840	16,840	19,400	16,130
	<b>TOTAL PERSONNEL</b>	<b>509,668</b>	<b>579,830</b>	<b>579,830</b>	<b>557,090</b>	<b>517,300</b>
<b>OPERATIONS</b>						
01-9100-6201	CONFERENCE & MEETINGS	945	3,000	3,000	3,000	3,000
01-9100-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	915	1,700	1,700	1,700	1,700
01-9100-6208	VEHICLE OPERATIONS	10,545	12,000	12,000	12,000	12,000
01-9100-6213	BUILDING MAINTENANCE/SUPPLIES	9,887	14,000	14,000	14,000	14,000
01-9100-6215	VEHICLE/CELL ALLOWANCE	1,582	1,980	1,980	1,270	2,000
01-9100-6221	MACHINERY EQUIPMENT RENTAL	0	500	500	500	500
01-9100-6227	CONTRACTUAL SERVICES	422,152	440,000	434,000	440,000	446,000
01-9100-6237	VANDALISM	1,162	1,500	1,500	1,500	1,500
01-9100-6238	SMALL TOOLS	622	1,000	1,000	1,000	1,000
01-9100-6239	UNIFORMS	5,237	9,500	9,500	9,500	9,500
01-9100-6240	RODENT CONTROL	7,944	8,000	8,000	8,000	8,000
01-9100-6243	TREE MAINTENANCE	32,028	34,300	39,300	34,300	36,000
01-9100-6247	EQUIPMENT MAINTENANCE	1,548	5,000	5,000	5,000	5,000
01-9100-6248	GROUNDS MAINTENANCE	33,814	40,000	40,000	40,000	40,000
01-9100-6250	WATER	248,261	253,000	253,000	253,000	265,650
01-9100-6251	ELECTRICITY	57,688	60,160	60,160	60,160	63,170
01-9100-6252	GAS	1,091	1,000	2,000	1,000	3,000
01-9100-6253	TELEPHONE	18,127	19,700	19,700	19,000	19,000
01-9100-6254	COMMUNICATIONS	11,033	11,200	11,200	11,200	11,400
01-9100-6256	EQUIPMENT USAGE	5,162	6,270	6,270	6,270	6,120
01-9100-6265	COMPUTER USAGE	29,291	31,590	31,590	31,190	37,090
	<b>TOTAL OPERATIONS</b>	<b>899,034</b>	<b>955,400</b>	<b>955,400</b>	<b>953,590</b>	<b>985,630</b>
<b>CAPITAL</b>						
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>1,408,701</b>	<b>1,535,230</b>	<b>1,535,230</b>	<b>1,510,680</b>	<b>1,502,930</b>
FUNDING SOURCE: GENERAL	F/T EMPLOYEES	4.10	4.10	4.10	4.10	3.85

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**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 administering 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 Los Angeles County Public Works. Also, responsible for setting the goals and the preparation of budgets for the division, and oversee supervision of employees (30% in 01-6100, 10% in 01-6206, 30% in 01-9001)

***Community Services Superintendent - 25%***

Under the direction of the Director 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. Monitors all maintenance contracts for the Division. Responsible for the appearance and condition of parks, streets, LOSMD, and contract areas in the City. Also, responsible for overseeing the Maintenance staff and monitoring the City's tree inventory. (50% in 01-6100, 25% in 01-6206)

***Maintenance Supervisor - 40%***

Under the direction of the Community Services Superintendent, responsible for monitoring a variety of park maintenance contracts and ensuring that all landscaped areas are maintained to City standards. Responsible for maintaining all parks and facilities. (40% in 01-6206, 20% in 01-9101)

***Maintenance Supervisor - 20%***

Under the direction of the Community Services Superintendent, responsible for monitoring a variety of park maintenance contracts and ensuring that all landscaped areas are maintained to City standards. Responsible for maintaining all parks and facilities. (20% in 01-6100, 60% in 01-9200)

***Executive Assistant - 20%***

Responsible for secretarial support for Parks, Streets, Recreation, Senior Commission, and LOSMD operations. Also, prepares the Parks & Recreation, Youth Advisory, and Senior Center Commission agendas, handles correspondence, and provides general office support for the department. (20% in 01-6100, 20% in 01-6206, 40% in 01-9001)

***Foreman - 20%***

Under the direction of the Community Services Superintendent, responsible for the maintenance in citywide LOSMD, assists in parks, and facilities. (60% in 01-6100, 20% in 01-9200)

***Foreman - 50%***

Under the direction of the Community Services Superintendent, responsible for monitoring graffiti, shopping carts, traffic and street signs to ensure areas are maintained to City standards. (25% in 01-6206, 25% in 01-9101)

***Maintenance Worker I - 90%***

Provides for two (2) Maintenance Workers. Under the direction of the Maintenance Supervisor, responsible for general grounds and facility maintenance, and special events support in the parks. (10% in 01-6206)

5102 **Regular Part-Time Employees**

***Recreation Specialist - 30%***

Provides support to the Community Services Department through a wide variety of tasks and specific area assignments under the supervision of the Executive Assistant to the Community Services Director. (70% in 01-9001)

5104 - 5111 See Appendix

**OPERATIONS:**

6201 **Conference & Meetings**

Provides for attendance to various professional conferences, workshops, and training sessions such as California Parks & Recreation Society (CPRS) conference (50% in 01-9001), Sports Turf Managers Association (STMA) conference and meetings, and 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 Community Services Director in the National Recreation & Parks Association, CAPRCBM membership for Parks & 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:

2021 Ford F450	1617876	100%
2020 Ford F150	1607009	20% (60% in 01-6100, 20% in 01-9200)
2018 Ford F250	1548267	20% (20% in 01-6100, 60% in 01-9200)
2018 Ford F150	1548266	50% (25% in 01-6206, 25% in 01-9101)
2018 Ford F150	1548265	40% (40% in 01-6206, 20% in 01-9101)
2018 GMC Canyon	1535050	25% (50% in 01-6100, 25% in 01-6206)
2015 Honda Accord	1462599	30% (30% in 01-6100, 10% in 01-6206, 30% in 01-9001)
2022 GMC Canyon	1640513	90% (10% in 01-6206)
2022 GMC Canyon	1608628	90% (10% in 01-6206)

6213 **Building Maintenance/Supplies**

Provides for park janitorial and other supplies at the buildings and snack bars.

6215 **Vehicle/Cell Allowance**

Provides for a cell phone allowance for the Community Services Superintendent, Maintenance Supervisor, and Director of Community Services, which is distributed through 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.

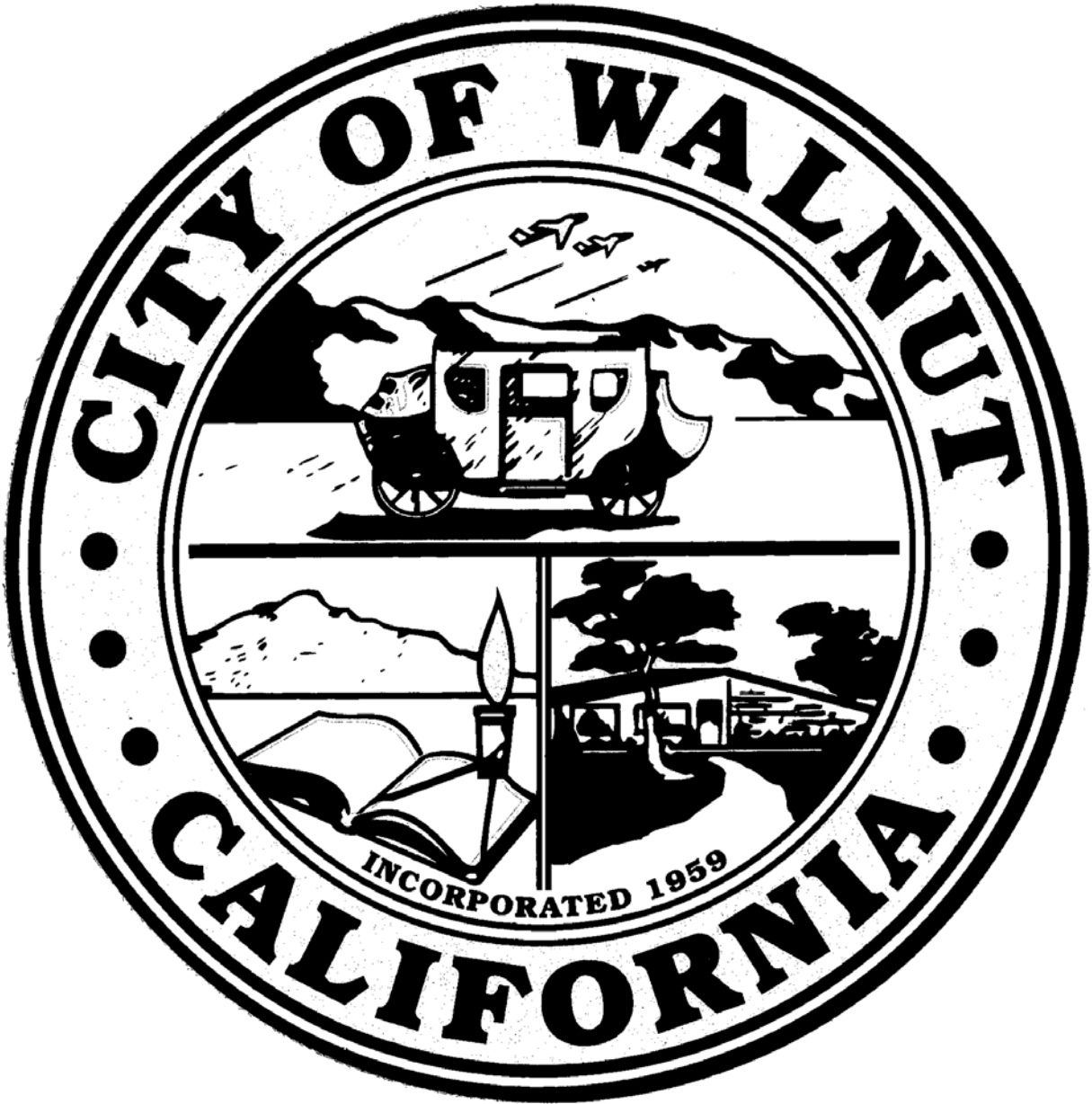
6239 **Uniforms**

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 for 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 Ashley Park (50% from 01-9001). Provides for service of call boxes at Suzanne Park, Lemon Creek Park, and Butterfield Park.
- 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. Note: Walnut Valley Water District Arbor Ridge lease expires 9/30/2025. Renewal is \$1,000.
- 6256 - 6265 See Appendix





**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: COMMUNITY SERVICES**

**SUB-PROGRAM: EQUESTRIAN TRAIL MAINT.**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
<b>PERSONNEL</b>						
01-9101-5101	REGULAR SALARIES	49,893	56,790	56,790	56,910	58,440
01-9101-5105	HEALTH & LIFE INSURANCE	9,601	9,450	9,450	7,170	9,450
01-9101-5107	WORKERS' COMPENSATION	3,990	4,700	4,700	4,700	4,980
01-9101-5108	PERS	15,280	17,600	17,600	18,000	19,090
01-9101-5110	MEDICARE	827	910	910	5,570	950
01-9101-5111	SICK LEAVE/VACATION BUY BACK	890	2,670	2,670	250	2,770
	<b>TOTAL PERSONNEL</b>	<b>80,480</b>	<b>92,120</b>	<b>92,120</b>	<b>92,600</b>	<b>95,680</b>
<b>OPERATIONS</b>						
01-9101-6208	VEHICLE OPERATIONS	2,354	3,000	3,000	3,000	3,000
01-9101-6215	VEHICLE/CELL ALLOWANCE	146	120	120	120	160
01-9101-6227	CONTRACTUAL SERVICES	28,291	31,000	31,000	31,000	32,400
01-9101-6248	GROUND'S MAINTENANCE	5,929	8,000	8,000	8,000	8,000
01-9101-6256	EQUIPMENT USAGE	883	1,070	1,070	1,070	1,110
01-9101-6265	COMPUTER USAGE	4,999	5,390	5,390	5,330	6,740
	<b>TOTAL OPERATIONS</b>	<b>42,602</b>	<b>48,580</b>	<b>48,580</b>	<b>48,520</b>	<b>51,410</b>
<b>CAPITAL</b>						
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>123,082</b>	<b>140,700</b>	<b>140,700</b>	<b>141,120</b>	<b>147,090</b>
FUNDING SOURCE: GENERAL		F/T EMPLOYEES	0.70	0.70	0.70	0.70

**CITY OF WALNUT  
ANNUAL BUDGET DETAIL**

**2023-24**

**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 of 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 01-6206 and 40% in 01-9100)

***Foreman - 25%***

Under the direction of the Community Services Superintendent, responsible for the maintenance of equestrian trails. (25% in 01-6206, 50% in 01-9100)

***Maintenance Worker II – 25%***

Under the direction of the Maintenance Supervisor, 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:

2018 Ford F150	1548265	20% (40% in 01-6206, 40% in 01-9100)
2018 Ford F150	1548266	25% (25% in 01-6206, 50% in 01-9100)
2017 GMC Canyon	1515499	25% (75% in 01-6206)

**6215 Vehicle/Cell Allowance**

Provides for a cell phone allowance for the Maintenance Supervisor, which is distributed through 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.

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  
2023-24 BUDGET**

**PROGRAM: COMMUNITY SERVICES**

**SUB-PROGRAM: SPECIAL EVENTS**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
<b>PERSONNEL</b>						
01-9690-5101	REGULAR SALARIES	21,727	22,440	22,440	22,440	23,080
01-9690-5103	SEASONAL/LIMITED PART-TIME EMPLOYEES	0	28,390	28,390	28,390	29,570
01-9690-5104	OVERTIME	7,627	5,500	5,500	5,500	4,500
01-9690-5105	HEALTH & LIFE INSURANCE	4,785	4,730	4,730	4,960	4,730
01-9690-5107	WORKERS' COMPENSATION	1,299	2,610	2,610	2,860	2,640
01-9690-5108	PERS	8,763	10,000	10,000	10,270	10,890
01-9690-5110	MEDICARE	464	860	860	970	860
01-9690-5111	SICK LEAVE/VACATION BUYBACK	796	610	610	830	600
	<b>TOTAL PERSONNEL</b>	<b>45,461</b>	<b>75,140</b>	<b>75,140</b>	<b>76,220</b>	<b>76,870</b>
<b>OPERATIONS</b>						
01-9690-6214	MILEAGE REIMBURSEMENT	0	110	110	110	110
01-9690-6221	MACHINERY EQUIPMENT RENTAL	965	3,500	3,500	3,500	3,500
01-9690-6227	CONTRACTUAL SERVICES	39,856	91,000	91,000	91,000	81,000
01-9690-6256	EQUIPMENT USAGE	442	530	530	530	560
01-9690-6265	COMPUTER USAGE	2,505	2,700	2,700	2,660	3,370
01-9690-6277	RECREATION SUPPLIES	6,180	8,500	9,000	8,500	8,500
	<b>TOTAL OPERATIONS</b>	<b>49,947</b>	<b>106,340</b>	<b>106,840</b>	<b>106,300</b>	<b>97,040</b>
<b>CAPITAL</b>						
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>95,408</b>	<b>181,480</b>	<b>181,980</b>	<b>182,520</b>	<b>173,910</b>
FUNDING SOURCE: GENERAL		F/T EMPLOYEES	0.35	0.35	0.35	0.35
SPECIAL EVENTS (\$16,000)						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**SPECIAL EVENTS (9690)**

The Special Events program includes the organization and promotion of annual events that are conducted by the Recreation Division of the Community Services Department, such as summer band concerts, Halloween events, Dinner with Santa, Santa visits, Snow Night, Kids' Night Out, community dance, Holiday Craft Fair & Boutique, Lunar New Year, Winter Jam, Family Science Night, Veteran's Day reception, and other 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 staffing at special events. In Fiscal Year 2021-22, moved to ARPA Fund (08).

5104 - 5111 See Appendix

**OPERATIONS:**

6214 **Mileage Reimbursement**

Provides for mileage reimbursement for recreation staff to deliver promotional materials to offsite locations, pick-up 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  
2023-24 BUDGET**

**PROGRAM: COMMUNITY SERVICES**

**SUB-PROGRAM: SPECIAL EVENTS**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
08-9690-5103	SEASONAL/LIMITED PART-TIME EMPLOYEES	18,283	0	0	0	0
08-9690-5107	WORKERS' COMPENSATION	750	0	0	0	0
08-9690-5110	MEDICARE	265	0	0	0	0
	<b>TOTAL PERSONNEL</b>	<b>19,298</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
	<b>TOTAL OPERATIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>19,298</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
FUNDING SOURCE:						
AMERICAN RESCUE PLAN ACT (ARPA)						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**SPECIAL EVENTS (08-9690)**

The Special Events program includes the organization and promotion of annual events that are conducted by the Recreation Division of the Community Services Department, such as summer band concerts, Halloween events, Dinner with Santa, Santa visits, Snow Night, Kids' Night Out, community dance, Holiday Craft Fair & Boutique, Lunar New Year, Family Science Night, Veteran's Day reception, and other civic celebrations. In Fiscal Year 2022-23, special events expenses moved to General Fund (01).

**PERSONNEL:**

5103 **Seasonal/Limited Part-Time Employees**  
Provides for staffing at special events.

5107 - 5110 See Appendix



**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: COMMUNITY SERVICES**

**SUB-PROGRAM: AQUATICS**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
<b>PERSONNEL</b>						
01-9691-5103	SEASONAL/LIMITED PART-TIME EMPLOYEES	0	72,150	72,150	36,000	83,560
01-9691-5104	OVERTIME	0	0	0	0	0
01-9691-5107	WORKERS' COMPENSATION	0	3,050	3,050	3,050	3,530
01-9691-5110	MEDICARE	0	1,050	1,050	1,050	1,220
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>76,250</b>	<b>76,250</b>	<b>40,100</b>	<b>88,310</b>
<b>OPERATIONS</b>						
01-9691-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	0	1,000	1,000	1,000	1,000
01-9691-6213	BUILDING MAINTENANCE/SUPPLIES	0	250	250	250	250
01-9691-6214	MILEAGE REIMBURSEMENT	0	450	450	450	450
01-9691-6222	FACILITY RENTAL	0	2,700	2,700	2,700	2,700
01-9691-6227	CONTRACTUAL SERVICES	435	1,130	1,130	1,130	1,130
01-9691-6239	UNIFORMS	1,432	3,000	3,000	3,000	2,500
01-9691-6271	SERVICE/RECOGNITION/AWARDS	0	580	580	580	580
01-9691-6277	RECREATION SUPPLIES	966	2,850	2,850	2,850	3,350
	<b>TOTAL OPERATIONS</b>	<b>2,833</b>	<b>11,960</b>	<b>11,960</b>	<b>11,960</b>	<b>11,960</b>
<b>CAPITAL</b>						
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>2,833</b>	<b>88,210</b>	<b>88,210</b>	<b>52,060</b>	<b>100,270</b>
FUNDING SOURCE: AQUATICS (\$120,000)						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**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 are held at the Walnut High School (WHS) pool.

**PERSONNEL:**

**5103 Seasonal/Limited Part-Time Employees**

Provides for one Swimming Pool Manager, one Assistant Pool Manager, Swim Instructors, Lifeguards, and Swim Team Coaches. The aquatics staff is responsible for operating the recreation swim program at the WHS pool. In Fiscal Year 2021-22, moved to ARPA Fund (08).

5104 - 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 and staff supplies for the aquatics office at the WHS pool.

**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.

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  
2023-24 BUDGET**

**PROGRAM: COMMUNITY SERVICES**

**SUB-PROGRAM: AQUATICS**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
08-9691-5103	SEASONAL/LIMITED PART-TIME EMPLOYEES	30,815	0	0	0	0
08-9691-5107	WORKERS' COMPENSATION	1,266	0	0	0	0
08-9691-5110	MEDICARE	446	0	0	0	0
	<b>TOTAL PERSONNEL</b>	<b>32,527</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
	<b>TOTAL OPERATIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>32,527</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
FUNDING SOURCE:						
AMERICAN RESCUE PLAN ACT (ARPA)						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**AQUATICS (08-9691)**

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 are held at the Walnut High School (WHS) pool. In Fiscal Year 2022-23, aquatics expenses moved to General Fund (01).

**PERSONNEL:**

5103 **Seasonal/Limited Part-Time Employees**

Provides for one Swimming Pool Manager, one Assistant Pool Manager, Swim Instructors, Lifeguards, and Swim Team Coaches. The aquatics staff is responsible for operating the recreation swim program at the WHS pool.

5107 - 5110 See Appendix

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: COMMUNITY SERVICES**

**SUB-PROGRAM: EXCURSIONS**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
<b>PERSONNEL</b>						
01-9692-5101	REGULAR SALARIES	21,727	22,440	22,440	22,440	23,090
01-9692-5105	HEALTH & LIFE INSURANCE	4,785	4,730	4,730	4,960	4,730
01-9692-5107	WORKERS' COMPENSATION	873	950	950	950	1,010
01-9692-5108	PERS	8,764	10,000	10,000	10,270	10,890
01-9692-5110	MEDICARE	346	360	360	360	370
01-9692-5111	SICK LEAVE/VACATION BUYBACK	796	610	610	830	600
	<b>TOTAL PERSONNEL</b>	<b>37,292</b>	<b>39,090</b>	<b>39,090</b>	<b>39,810</b>	<b>40,690</b>
<b>OPERATIONS</b>						
01-9692-6227	CONTRACTUAL SERVICES	333	7,400	7,400	7,400	7,400
01-9692-6256	EQUIPMENT USAGE	442	530	530	530	560
01-9692-6265	COMPUTER USAGE	2,505	2,700	2,700	2,660	3,370
01-9692-6276	TICKETS, HOTELS, DEPOSITS, RESERVATIONS	7,287	39,590	39,590	39,590	39,590
01-9692-6277	RECREATION SUPPLIES	0	230	230	230	230
	<b>TOTAL OPERATIONS</b>	<b>10,567</b>	<b>50,450</b>	<b>50,450</b>	<b>50,410</b>	<b>51,150</b>
<b>CAPITAL</b>						
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>47,858</b>	<b>89,540</b>	<b>89,540</b>	<b>90,220</b>	<b>91,840</b>
FUNDING SOURCE: GENERAL		F/T EMPLOYEES	0.35	0.35	0.35	0.35
EXCURSIONS (\$58,800)						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**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 – 5111 See Appendix

**OPERATIONS:**

6227 **Contractual Services**

Provides for the cost of transportation beyond Prop C boundaries and for payments to travel agencies for special trips. Also, provides for fees associated with step-on tour guides.

6256-6265 See Appendix

6276 **Tickets, Hotels, Deposits, Reservations**

Provides for payment of admission tickets, hotel reservations, restaurants for excursions, and for deposits of future excursions.

6277 **Recreation Supplies**

Provides for various supplies used on excursions.



**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: COMMUNITY SERVICES**

**SUB-PROGRAM: SPORTS & GYMNASIUM**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
<b>PERSONNEL</b>						
01-9693-5101	REGULAR SALARIES	76,974	79,430	79,430	87,930	91,010
01-9693-5102	REGULAR PART-TIME EMPLOYEES	39,116	41,070	41,070	41,070	38,380
01-9693-5103	SEASONAL/LIMITED PART-TIME EMPLOYEES	0	202,000	202,000	202,000	205,560
01-9693-5105	HEALTH & LIFE INSURANCE	22,033	21,240	21,240	21,240	21,240
01-9693-5107	WORKERS' COMPENSATION	3,016	13,630	13,630	13,630	13,370
01-9693-5108	PERS	34,270	38,820	38,820	38,820	28,100
01-9693-5110	MEDICARE	1,832	4,810	4,810	4,810	4,990
01-9693-5111	SICK LEAVE/VACATION BUYBACK	3,111	1,800	1,800	3,460	2,190
	<b>TOTAL PERSONNEL</b>	<b>180,353</b>	<b>402,800</b>	<b>402,800</b>	<b>412,960</b>	<b>404,840</b>
<b>OPERATIONS</b>						
01-9693-6203	MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES	322	290	290	290	290
01-9693-6214	MILEAGE REIMBURSEMENT	0	370	370	370	370
01-9693-6215	VEHICLE/CELL ALLOWANCE	2,411	3,000	3,000	2,360	2,400
01-9693-6227	CONTRACTUAL SERVICES	72,472	85,000	85,000	85,000	85,000
01-9693-6235	REFEREE SERVICES	22,319	28,500	28,500	28,500	30,500
01-9693-6250	WATER	3,828	3,000	3,000	3,000	4,000
01-9693-6251	ELECTRICITY	44,057	40,000	40,000	40,000	42,000
01-9693-6252	GAS	620	1,500	1,500	1,500	3,000
01-9693-6253	TELEPHONE	4,213	4,800	4,800	3,600	3,700
01-9693-6256	EQUIPMENT USAGE	1,256	1,530	1,530	1,530	1,590
01-9693-6265	COMPUTER USAGE	7,142	7,710	7,710	7,610	9,630
01-9693-6271	SERVICE/RECOGNITION/AWARDS	1,064	5,000	5,000	5,000	5,000
01-9693-6276	TICKETS, HOTELS, DEPOSITS, RESERVATIONS	5,141	20,000	20,000	20,000	20,000
01-9693-6277	RECREATION SUPPLIES	3,775	8,120	8,120	8,120	8,120
01-9693-6279	UNIFORMS	14,192	18,000	18,000	18,000	15,000
	<b>TOTAL OPERATIONS</b>	<b>182,812</b>	<b>226,820</b>	<b>226,820</b>	<b>224,880</b>	<b>230,600</b>
<b>CAPITAL</b>						
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>363,165</b>	<b>629,620</b>	<b>629,620</b>	<b>637,840</b>	<b>635,440</b>
FUNDING SOURCE:		F/T EMPLOYEES	1.00	1.00	1.00	1.00
GENERAL (\$287,940)						
SPORTS LEAGUES REVENUE (\$347,500)						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**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, and fitness.

**PERSONNEL:**

5101 **Regular Salaries**

***Recreation Supervisor - 100%***

Under the direction of the Deputy Community Services Director, 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**

***Recreation Specialist – 100%***

Provides for assisting with the daily operation of the Teen Center’s activities, special events, and the afterschool program.

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 to supervise activities related to sports. In Fiscal Year 2021-22, moved to ARPA Fund (08).

5105 - 5111 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. 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/Cell Allowance**  
Provides for a vehicle allowance for the Recreation Supervisor, which are distributed through payroll.
- 6227 **Contractual Services**  
Provides for payments to game officials for tournaments and leagues. Provides for compensation for businesses providing sports recreation classes. Fiscal Year 2022-23, provides \$15,000 for modifying gymnasium floor to accommodate volleyball stands.
- 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 a City issued cell phone for the Recreation Supervisor and for 50% of telephone costs associated with gymnasium. (50% in 01-9697)
- 6256-6265 See Appendix
- 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.
- 6279 **Uniforms**  
Provides for the purchase of uniforms for the youth sports leagues and coaches, and adult basketball jerseys.



**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: COMMUNITY SERVICES**

**SUB-PROGRAM: SPORTS & GYMNASIUM**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
08-9693-5103	SEASONAL/LIMITED PART-TIME EMPLOYEES	137,191	0	0	0	0
08-9693-5107	WORKERS' COMPENSATION	5,630	0	0	0	0
08-9693-5110	MEDICARE	1,989	0	0	0	0
	<b>TOTAL PERSONNEL</b>	<b>144,809</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
	<b>TOTAL OPERATIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>144,809</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
FUNDING SOURCE: AMERICAN RESCUE PLAN ACT (ARPA)						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**

**2023-24**

**SPORTS & GYMNASIUM (08-9693)**

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, and fitness. In Fiscal Year 2022-23, sports and gymnasium expenses moved to General Fund (01).

**PERSONNEL:**

**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 to supervise activities related to sports. In Fiscal Year 2021-22, moved to ARPA Fund (08).

5107 - 5110 See Appendix

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: COMMUNITY SERVICES**

**SUB-PROGRAM: RECREATION CLASSES**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
<b>PERSONNEL</b>						
01-9694-5101	REGULAR SALARIES	18,624	19,230	19,230	19,230	19,790
01-9694-5103	SEASONAL/LIMITED PART-TIME EMPLOYEES	0	18,520	18,520	18,520	18,520
01-9694-5105	HEALTH & LIFE INSURANCE	4,101	4,050	4,050	4,050	4,050
01-9694-5107	WORKERS' COMPENSATION	748	1,610	1,610	1,610	1,650
01-9694-5108	PERS	7,512	8,580	8,580	8,580	9,340
01-9694-5110	MEDICARE	297	580	580	580	580
01-9694-5111	SICK LEAVE/VACATION BUYBACK	682	530	530	710	510
	<b>TOTAL PERSONNEL</b>	<b>31,964</b>	<b>53,100</b>	<b>53,100</b>	<b>53,280</b>	<b>54,440</b>
<b>OPERATIONS</b>						
01-9694-6214	MILEAGE REIMBURSEMENT	82	160	160	160	160
01-9694-6227	CONTRACTUAL SERVICES	33,083	33,000	33,000	33,000	33,000
01-9694-6256	EQUIPMENT USAGE	383	460	460	460	480
01-9694-6265	COMPUTER USAGE	2,143	2,310	2,310	2,280	2,890
01-9694-6277	RECREATION SUPPLIES	0	2,500	2,500	2,500	2,500
	<b>TOTAL OPERATIONS</b>	<b>35,690</b>	<b>38,430</b>	<b>38,430</b>	<b>38,400</b>	<b>39,030</b>
<b>CAPITAL</b>						
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>67,655</b>	<b>91,530</b>	<b>91,530</b>	<b>91,680</b>	<b>93,470</b>
FUNDING SOURCE:		F/T EMPLOYEES	0.30	0.30	0.30	0.30
RECREATION CLASSES (\$94,500)						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**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)

5103 **Seasonal/Limited Part-Time Employees**

Provides for Recreation Leaders for recreation classes and other activities. In Fiscal Year 2021-22, moved to ARPA Fund (08).

5105 - 5111 See Appendix

**OPERATIONS:**

6214 **Mileage Reimbursement**

Provides for mileage reimbursement for recreation staff to travel between facilities and other destinations as required.

6227 **Contractual Services**

Provides for compensation for businesses providing recreation classes.

6256 - 6265 See Appendix

6277 **Recreation Supplies**

Provides for supplies needed to conduct various classes.



**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: COMMUNITY SERVICES**

**SUB-PROGRAM: RECREATION CLASSES**

APPROPRIATION DETAIL					
ACCOUNT NO.	ACTIVITY	2021-22		2022-23	2023-24
		ACTUAL	BUDGET	REVISED BUDGET	APPROVED ESTIMATE BUDGET
<b>PERSONNEL</b>					
08-9694-5103	SEASONAL/LIMITED PART-TIME EMPLOYEES	0	0	0	0
08-9694-5107	WORKERS' COMPENSATION	0	0	0	0
08-9694-5110	MEDICARE	0	0	0	0
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>OPERATIONS</b>					
08-9694-6227	CONTRACTUAL SERVICES	0	9,000	9,000	9,000
	<b>TOTAL OPERATIONS</b>	<b>0</b>	<b>9,000</b>	<b>9,000</b>	<b>9,000</b>
<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>0</b>	<b>9,000</b>	<b>9,000</b>	<b>9,000</b>
FUNDING SOURCE: AMERICAN RESCUE PLAN ACT (ARPA)					

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**RECREATION CLASSES (08-9694)**

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. In Fiscal Year 2022-23, recreation classes' expenses moved to General Fund (01).

**PERSONNEL:**

5103 **Seasonal/Limited Part-Time Employees**

Provides for Recreation Leaders for recreation classes and other activities.

5107 - 5110 See Appendix

**OPERATIONS:**

6227 **Contractual Services**

Provides for services to our community with special need by providing special events, education, and recreational classes.

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: COMMUNITY SERVICES**

**SUB-PROGRAM: SENIOR CENTER**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
<b>PERSONNEL</b>						
01-9696-5101	REGULAR SALARIES	77,531	79,950	79,950	70,620	75,650
01-9696-5102	REGULAR PART-TIME EMPLOYEES	38,165	41,070	41,070	39,460	42,310
01-9696-5103	SEASONAL/LIMITED PART-TIME EMPLOYEES	0	99,370	99,370	99,370	100,350
01-9696-5105	HEALTH & LIFE INSURANCE	23,134	21,240	21,240	21,240	21,240
01-9696-5107	WORKERS' COMPENSATION	2,950	7,410	7,410	7,410	8,330
01-9696-5108	PERS	47,017	54,760	54,760	54,760	26,370
01-9696-5110	MEDICARE	1,742	3,290	3,290	3,290	3,250
01-9696-5111	SICK LEAVE/VACATION BUYBACK	1,217	2,220	2,220	4,840	1,800
	<b>TOTAL PERSONNEL</b>	<b>191,755</b>	<b>309,310</b>	<b>309,310</b>	<b>300,990</b>	<b>279,300</b>
<b>OPERATIONS</b>						
01-9696-6206	ADVERTISING	0	500	500	500	0
01-9696-6210	PRINTING	0	560	560	560	560
01-9696-6214	MILEAGE REIMBURSEMENT	9	370	370	370	370
01-9696-6215	VEHICLE/CELL ALLOWANCE	3,140	3,000	3,000	3,000	3,000
01-9696-6227	CONTRACTUAL SERVICES	11,656	30,500	30,500	30,500	30,500
01-9696-6250	WATER	4,755	4,200	4,200	4,200	4,410
01-9696-6251	ELECTRICITY	50,989	52,000	52,000	52,000	54,600
01-9696-6252	GAS	1,334	1,600	1,600	1,600	3,000
01-9696-6253	TELEPHONE	8,684	9,800	9,800	8,300	8,300
01-9696-6254	COMMUNICATIONS	1,620	1,600	1,600	1,600	1,600
01-9696-6256	EQUIPMENT USAGE	1,256	1,530	1,530	1,530	1,590
01-9696-6265	COMPUTER USAGE	7,142	7,710	7,710	7,610	9,630
01-9696-6276	TICKETS, HOTELS, DEPOSITS, RESERVATIONS	16,184	37,000	37,000	37,000	37,000
01-9696-6277	RECREATION SUPPLIES	8,851	8,500	9,500	9,500	8,500
01-9696-6286	MEALS PROGRAM	6,000	6,000	6,000	6,000	6,000
	<b>TOTAL OPERATIONS</b>	<b>121,620</b>	<b>164,870</b>	<b>165,870</b>	<b>164,270</b>	<b>169,060</b>
<b>CAPITAL</b>						
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>313,375</b>	<b>474,180</b>	<b>475,180</b>	<b>465,260</b>	<b>448,360</b>
FUNDING SOURCE:		F/T EMPLOYEES	1.00	1.00	1.00	1.00
GENERAL (\$368,860)						
PROGRAM REVENUE (\$79,500)						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**SENIOR CITIZENS CENTER (9696)**

The Senior Citizens Center program provides for the physical and social needs of older adults 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 Deputy Community Services Director, is responsible for the operation and supervision of the full-service Senior Citizens Center including daily activities, meal program, social services, excursions, events, etc.

5102 **Regular Part-Time Employees**

***Recreation Specialist – 100%***

Provides for assisting with the daily operation of the Senior Center's activities and community special events.

5103 **Seasonal/Limited Part-Time Employees**

Provides for Recreation Leaders at the Senior Center for special events and other activities. In Fiscal Year 2021-22, moved to ARPA Fund (08).

5105 - 5111 See Appendix

**OPERATIONS:**

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/Cell Allowance**  
Provides for a vehicle and cell phone allowance for the Recreation Supervisor, which are distributed through 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 facility.
- 6251 **Electricity**  
Provides for electricity for the Senior Center facility.
- 6252 **Gas**  
Provides for gas for the Senior Center facility.
- 6253 **Telephone**  
Provides for telephone service for the Senior Center 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 excursions scheduled for seniors throughout the year.
- 6277 **Recreation Supplies**  
Provides for decorations, volunteer awards, coffee supplies, door prizes, Health Fair supplies, and other event or program supplies.
- 6286 **Meals Program**  
Provides for funding to contract a lunchtime meal program.



**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: COMMUNITY SERVICES**

**SUB-PROGRAM: SENIOR CENTER**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
08-9696-5103	SEASONAL/LIMITED PART-TIME EMPLOYEES	81,115	0	0	0	0
08-9696-5107	WORKERS' COMPENSATION	3,328	0	0	0	0
08-9696-5110	MEDICARE	1,176	0	0	0	0
	<b>TOTAL PERSONNEL</b>	<b>85,619</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
	<b>TOTAL OPERATIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>85,619</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
FUNDING SOURCE: AMERICAN RESCUE PLAN ACT (ARPA)						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**SENIOR CITIZENS CENTER (08-9696)**

The Senior Citizens Center program provides for the physical and social needs of older adults by offering a large variety of program activities and services in a comfortable and welcoming environment. In Fiscal Year 2022-23, senior citizens center expenses moved to General Fund (01).

**PERSONNEL:**

**5103 Seasonal/Limited Part-Time Employees**

Provides for Recreation Leaders at the Senior Center for special events and other activities.

5107 - 5110 See Appendix



**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: COMMUNITY SERVICES**

**SUB-PROGRAM: TEEN CENTER**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
<b>PERSONNEL</b>						
01-9697-5101	REGULAR SALARIES	58,438	62,810	62,810	46,960	52,760
01-9697-5103	SEASONAL/LIMITED PART-TIME EMPLOYEES	0	53,930	53,930	53,930	55,850
01-9697-5105	HEALTH & LIFE INSURANCE	13,667	13,500	13,500	13,500	13,500
01-9697-5107	WORKERS' COMPENSATION	2,399	4,940	4,940	4,940	4,660
01-9697-5108	PERS	4,828	5,210	5,210	5,210	24,910
01-9697-5110	MEDICARE	882	1,730	1,730	1,730	1,650
01-9697-5111	SICK LEAVE/VACATION BUYBACK	2,333	1,570	1,570	1,410	1,280
	<b>TOTAL PERSONNEL</b>	<b>82,547</b>	<b>143,690</b>	<b>143,690</b>	<b>127,680</b>	<b>154,610</b>
<b>OPERATIONS</b>						
01-9697-6206	ADVERTISING	100	770	770	770	250
01-9697-6214	MILEAGE REIMBURSEMENT	0	210	210	210	210
01-9697-6227	CONTRACTUAL SERVICES	0	4,350	4,350	4,350	4,350
01-9697-6250	WATER	2,552	2,200	2,200	2,200	2,310
01-9697-6251	ELECTRICITY	29,371	27,750	27,750	27,750	29,200
01-9697-6252	GAS	413	1,000	1,000	1,100	1,100
01-9697-6253	TELEPHONE	3,520	4,200	4,200	3,000	3,000
01-9697-6254	COMMUNICATIONS	1,516	1,500	1,500	1,500	1,600
01-9697-6256	EQUIPMENT USAGE	1,256	1,530	1,530	1,530	1,590
01-9697-6265	COMPUTER USAGE	7,142	7,710	7,710	7,610	9,630
01-9697-6271	SERVICE/RECOGNITION/AWARDS	0	1,170	1,170	1,170	1,170
01-9697-6276	TICKETS, HOTELS, DEPOSITS, RESERVATIONS	0	5,000	5,000	5,000	5,000
01-9697-6277	RECREATION SUPPLIES	3,817	5,000	5,000	5,000	5,000
01-9697-6283	SNACK BAR SUPPLIES	9,091	9,500	9,500	9,500	9,500
	<b>TOTAL OPERATIONS</b>	<b>58,778</b>	<b>71,890</b>	<b>71,890</b>	<b>70,690</b>	<b>73,910</b>
<b>CAPITAL</b>						
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>141,325</b>	<b>215,580</b>	<b>215,580</b>	<b>198,370</b>	<b>228,520</b>
FUNDING SOURCE:		F/T EMPLOYEES	1.00	1.00	1.00	1.00
GENERAL (\$182,520)						
PROGRAM REVENUE (\$46,000)						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**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 6<sup>th</sup> through 12<sup>th</sup> 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. In Fiscal Year 2021-22, moved to ARPA Fund (08).

5105 - 5111 See Appendix

**OPERATIONS:**

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 Teen Center facility. (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 facility. (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  
2023-24 BUDGET**

**PROGRAM: COMMUNITY SERVICES**

**SUB-PROGRAM: TEEN CENTER**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
08-9697-5103	SEASONAL/LIMITED PART-TIME EMPLOYEES	75,879	0	0	0	0
08-9697-5107	WORKERS' COMPENSATION	3,114	0	0	0	0
08-9697-5110	MEDICARE	1,100	0	0	0	0
	<b>TOTAL PERSONNEL</b>	<b>80,093</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
	<b>TOTAL OPERATIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>80,093</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
FUNDING SOURCE: AMERICAN RESCUE PLAN ACT (ARPA)						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**TEEN CENTER (08-9697)**

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 6<sup>th</sup> through 12<sup>th</sup> grades. In Fiscal Year 2022-23, teen center expenses moved to General Fund (01).

**PERSONNEL:**

5103 **Seasonal/Limited Part-Time Employees**

Provides for Recreation Leaders for daily supervision, special events, excursions, etc.

5107 - 5110 See Appendix

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: COMMUNITY SERVICES**

**SUB-PROGRAM: CAMP CRAWDAD**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
<b>PERSONNEL</b>						
01-9699-5103	SEASONAL/LIMITED PART-TIME EMPLOYEES	0	18,770	18,770	18,770	18,920
01-9699-5107	WORKERS' COMPENSATION	0	800	800	800	800
01-9699-5110	MEDICARE	0	280	280	280	280
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>19,850</b>	<b>19,850</b>	<b>19,850</b>	<b>20,000</b>
<b>OPERATIONS</b>						
01-9699-6214	MILEAGE REIMBURSEMENT	35	100	100	100	100
01-9699-6227	CONTRACTUAL SERVICES	0	1,500	1,500	1,500	1,500
01-9699-6276	TICKETS, HOTELS, DEPOSITS, RESERVATIONS	0	2,000	2,000	2,000	2,000
01-9699-6277	RECREATION SUPPLIES	517	3,000	3,000	3,000	3,000
	<b>TOTAL OPERATIONS</b>	<b>551</b>	<b>6,600</b>	<b>6,600</b>	<b>6,600</b>	<b>6,600</b>
<b>CAPITAL</b>						
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>551</b>	<b>26,450</b>	<b>26,450</b>	<b>26,450</b>	<b>26,600</b>
FUNDING SOURCE: CAMP PROGRAM (\$12,000)						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**CAMP CRAWDAD (9699)**

The budget provides for recreational activities for Camp Cawdad in the summer.

**PERSONNEL:**

5103 **Seasonal/Limited Part-Time Employees**

Provides for part-time Recreation Leaders to conduct a summer program for children. In Fiscal Year 2021-22, moved to ARPA Fund (08).

5107 - 5110 See Appendix

**OPERATIONS:**

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.

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  
2023-24 BUDGET**

**PROGRAM: COMMUNITY SERVICES**

**SUB-PROGRAM: PARK GRANTS**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>OPERATIONS</b>					
28-9696-6246	SR. CTR: BUILDING MAINTENANCE	22,662	50,000	50,000	50,000	25,000
	<b>TOTAL OPERATIONS</b>	<b>22,662</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>25,000</b>
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>SUB-PROGRAM TOTAL</b>	<b>22,662</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>25,000</b>
FUNDING SOURCE: MEASURE "A" (M&S) (\$25,000)						

**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**PARK GRANTS (28-9696)**

Funding for the projects listed below is provided by grants through the Los Angeles County Safe Neighborhood Parks Act of 1996 and Measure A Maintenance & Services (M&S).

**OPERATIONS:**

6246 **Building Maintenance**

Provides for a portion of maintenance costs at the Senior Center facility.

**CITY OF WALNUT  
2023-24 BUDGET**

**PROGRAM: COMMUNITY SERVICES**

**SUB-PROGRAM: PARKS MAINTENANCE**

APPROPRIATION DETAIL						
ACCOUNT NO.	ACTIVITY	2021-22		2022-23		2023-24
		ACTUAL	BUDGET	REVISED BUDGET	ESTIMATE	APPROVED BUDGET
	<b>PERSONNEL</b>					
	<b>TOTAL PERSONNEL</b>	0	0	0	0	0
	<b>OPERATIONS</b>					
37-9100-6290	SPECIAL MAINTENANCE PROJECTS	0	85,000	85,000	0	85,000
	<b>TOTAL OPERATIONS</b>	0	85,000	85,000	0	85,000
	<b>CAPITAL</b>					
	<b>TOTAL CAPITAL</b>	0	0	0	0	0
	<b>SUB-PROGRAM TOTAL</b>	0	85,000	85,000	0	85,000
FUNDING SOURCE: MEASURE A (CATEGORY 1) (\$85,000)						

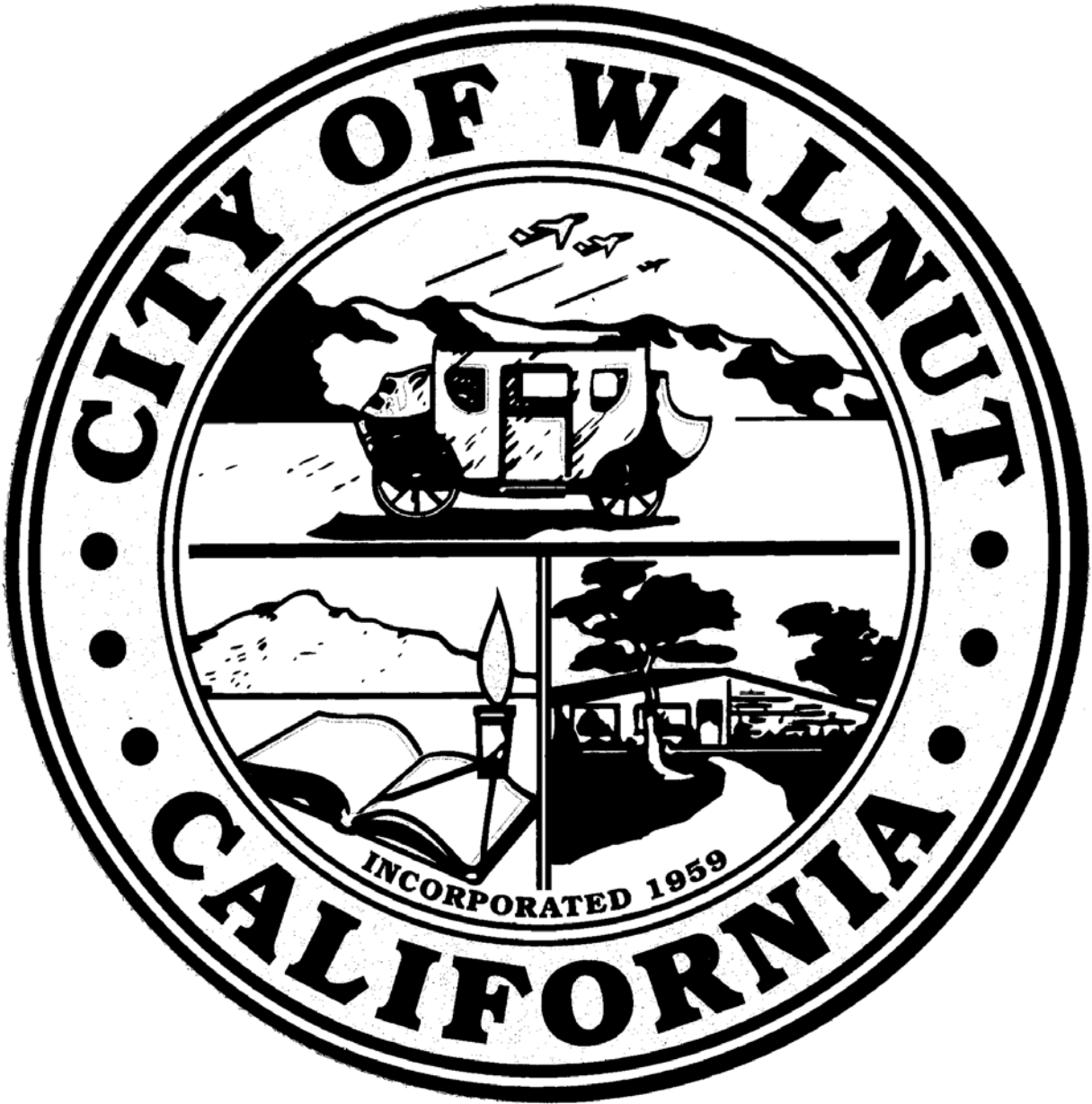
**CITY OF WALNUT**  
**ANNUAL BUDGET DETAIL**  
**2023-24**  
**PARKS MAINTENANCE (37-9100)**

The Parks Maintenance Division provides for the maintenance of all City parks, which are comprised of 11 parks for a combined total of 105.2 acres. Funding for the projects listed below is provided by grants through Measure A Category 1.

**OPERATIONS:**

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 lighting. (Formerly charged to 01-9100-6290).



# **Capital Projects**

**CITY OF WALNUT**  
**CAPITAL PROJECT**  
**5 - YEAR PROJECTIONS**

**PROJECT DEFINITION**

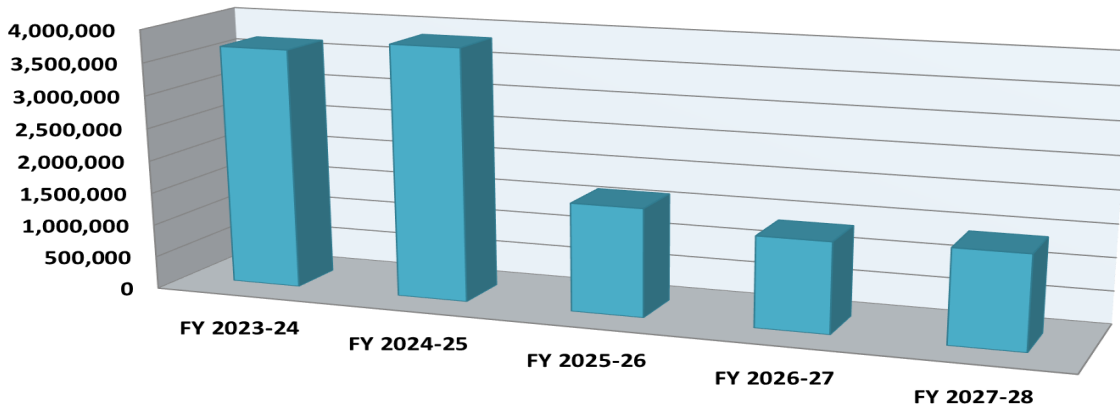
The Capital Projects five-year Program generally includes projects that cost in excess of \$100,000 or have a life greater than ten years.

**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 2023-24 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 2022-23, or prior years. If these projects were not completed as of June 30, 2023, the remaining balances of their corresponding appropriations are carried over into the new Fiscal Year 2023-24 and beyond if necessary.

**Capital Projects  
Five-Year Projection**



**CITY OF WALNUT  
CAPITAL PROJECT  
5 - YEAR PROJECTIONS**

**SUMMARY**

<b>Fiscal Year</b>	
2023-24	\$3,680,000
2024-25	\$3,850,000
2025-26	\$1,650,000
2026-27	\$1,375,000
2027-28	\$1,425,000
	<u><u><b>\$11,980,000</b></u></u>

**FUNDING SOURCE**

Funding for the Capital Projects is provided by various sources. For Fiscal Year 2023-24 they are as follows:

Gas Tax - 02	\$	184,000
RMRA - 03	\$	650,000
Park Improvement - 06	\$	500,000
ARPA - 08	\$	600,000
PROP C - 13	\$	400,000
Bikeway - 14	\$	25,000
Measure R - 16	\$	625,000
Federal Grant - 17	\$	166,000
Measure M - 21	\$	100,000
Capital/Equip - 25	\$	180,000
Measure W - 29	\$	250,000
	<u><u><b>\$</b></u></u>	<u><u><b>3,680,000</b></u></u>



**CITY OF WALNUT  
CAPITAL PROJECTS  
5-YEAR PROGRAM**

**NEW AND IN PROGRESS PROJECTS**

ACCOUNT NUMBER	PROJECT NAME DESCRIPTION	FUNDING SOURCE	ESTIMATED COST	SPENT TO DATE	2023-24 BUDGET	2024-25 BUDGET	2025-26 BUDGET	2026-27 BUDGET	2027-28 BUDGET
5910	<b>MEADOW PASS OFF-SITE MITIGATION</b>	Capital/Equip-25	\$200,000	\$95,000					
	ENGINEERING		\$95,000		0	0	0	0	0
	CONSTRUCTION		\$200,000		105,000	0	0	0	0
	TOTAL		\$295,000						
	Provides for the planting and 5-year monitoring of the required off-site mitigation for Meadow Pass Road.								
6118	<b>SLURRY SEAL AREA 3 STREETS</b>	RMRA-03 Measure R-16	\$650,000 \$125,000	\$0 \$0					
	ENGINEERING		\$75,000		75,000	0	0	0	0
	CONSTRUCTION		\$700,000		700,000	0	0	0	0
	TOTAL		\$775,000						
	Provides for the engineering, contract administration and slurry seal of various streets in Area 3 (Gartel Road and Fuerte Drive area).								
6127	<b>CITY WIDE SIDEWALK REPAIRS</b>	Prop C-13 Capital/Equip-25	\$100,000 \$0	\$0 \$0					
	ENGINEERING		\$20,000		20,000	20,000	20,000	20,000	20,000
	CONSTRUCTION		\$80,000		80,000	80,000	80,000	80,000	80,000
	TOTAL		\$100,000						
	Provides for removal and replacement of existing damaged sidewalks, driveways, and ADA ramps at various locations throughout the City.								
6137	<b>NPDES: STORM WATER</b>	Measure W-29	\$250,000	\$0					
	ENGINEERING		\$50,000		50,000	50,000	50,000	50,000	50,000
	CONSTRUCTION		\$200,000		200,000	200,000	200,000	200,000	200,000
	TOTAL		\$250,000						
	Provides for the installation of storm water project to meet requirements outlined in the City's Water Management Plan (WMP).								

**CITY OF WALNUT  
CAPITAL PROJECTS  
5-YEAR PROGRAM**

**NEW AND IN PROGRESS PROJECTS**

ACCOUNT NUMBER	PROJECT NAME DESCRIPTION	FUNDING SOURCE	ESTIMATED COST	SPENT TO DATE	2023-24 BUDGET	2024-25 BUDGET	2025-26 BUDGET	2026-27 BUDGET	2027-28 BUDGET
6156	<b>LA PUENTE ROAD REHABILITATION</b>	Gas Tax-02	\$184,000	\$0					
		Measure R-16	\$500,000	\$0					
		Federal Grant-17	\$166,000	\$0					
	ENGINEERING		\$50,000		50,000	0	0	0	0
	CONSTRUCTION		\$800,000		800,000	0	0	0	0
	TOTAL		\$850,000						
	Provides for the engineering, contract administration and slurry seal of various streets in Area 3 (Gartel Road and Fuerte Drive area).								
6163	<b>GRAND/LA PUENTE INTERSECTION</b>	Prop C-13	\$300,000	\$0					
	CONSTRUCTION		\$300,000		300,000	0	0	0	0
	TOTAL		\$300,000						
	Provides for construction of dual left-turn pockets on Grand northbound and southbound.								
6362	<b>FLOOD PLAIN TRAIL REHABILITATION</b>	ARPA-08	\$600,000	\$0					
	ENGINEERING		\$225,000		225,000	0	0	0	0
	CONSTRUCTION		\$375,000		375,000	0	0	0	0
	TOTAL		\$600,000						
	Provides for the rehabilitation of the northerly Lemon Creek streambank north of the Istik Bridge.								
9209	<b>HEIDELBERG PARK IMPROVEMENT</b>	Park Improvement-06	\$250,200	\$100,200					
	CONSTRUCTION		\$250,200		150,000	0	0	0	0
	TOTAL		\$250,200						
	Provides for improvements at Heidelberg Park.								

**CITY OF WALNUT  
CAPITAL PROJECTS  
5-YEAR PROGRAM**

**NEW AND IN PROGRESS PROJECTS**

ACCOUNT NUMBER	PROJECT NAME DESCRIPTION	FUNDING SOURCE	ESTIMATED COST	SPENT TO DATE	2023-24 BUDGET	2024-25 BUDGET	2025-26 BUDGET	2026-27 BUDGET	2027-28 BUDGET
9216	<b>CREEKSIDE PARK IMPROVEMENTS</b>	ARPA-08	\$250,000	\$250,000					
		Park Improvement-06	\$100,000	\$0					
	CONSTRUCTION		\$350,000		100,000	0	0	0	0
	TOTAL		\$350,000						
	Provides for lanscape improvements at Creekside Park.								
9226	<b>TRAIL PROJECT</b>	Bikeway Fund-14	\$25,000	\$0					
		Capital/Equipment-25	\$75,000	\$0					
	CONSTRUCTION		\$100,000		100,000	100,000	100,000	100,000	100,000
	TOTAL		\$100,000						
	Provides for various trail improvements throughout the City.								
9325	<b>ASHLEY PARK RENOVATION PROJECT</b>	General Fund-01	\$196,630	\$196,630					
		Park Improvement-06	\$138,790	\$108,304					
	CONSTRUCTION		\$354,930		50,000	0	0	0	0
	TOTAL		\$354,930						
	Provides for park renovations at Ashely Park.								
9693	<b>GYM/TEEN CENTER IMPROVEMENT</b>	Park Improvement-06	\$200,000	\$0					
	CONSTRUCTION		\$200,000		200,000	0	0	0	0
	TOTAL		\$200,000						
	Provides for replacement of flooring and painting indoors.								
6132	<b>CITY WIDE SIGN REPLACEMENT</b>	Measure M-21	\$100,000	\$0					
	ENGINEERING		\$10,000		10,000	0	0	0	0
	CONSTRUCTION		\$90,000		90,000	0	0	0	0
	TOTAL		\$100,000						
	Provides for the removal and replacement of regulatory signs at various location throughout the City required by new regulations and implementation of retroreflective signs.								

**CITY OF WALNUT  
CAPITAL PROJECTS  
5-YEAR PROGRAM**

**NEW AND IN PROGRESS PROJECTS**

ACCOUNT NUMBER	PROJECT NAME DESCRIPTION	FUNDING SOURCE	ESTIMATED COST	SPENT TO DATE	2023-24 BUDGET	2024-25 BUDGET	2025-26 BUDGET	2026-27 BUDGET	2027-28 BUDGET
<b>LEMON AVENUE REHABILITATION</b>									
		Prop C-13	\$600,000	\$0					
		Measure R-16	\$600,000	\$0					
	ENGINEERING		\$100,000		0	100,000	0	0	0
	CONSTRUCTION		\$1,100,000		0	1,100,000	0	0	0
	TOTAL		\$1,200,000						
Provides for rehabilitation of the pavement between Valley Boulevard and Meadow Pass.									
<b>GRAND AVENUE STREET LIGHTS</b>									
		Gas Tax -02	\$200,000	\$0					
		Measure M-21	\$300,000	\$0					
	ENGINEERING		\$55,000		0	55,000	0	0	0
	CONSTRUCTION		\$445,000		0	445,000	0	0	0
	TOTAL		\$500,000						
Provides for installation of street lights on Grand Avenue between Amar/Temple and Stonybrook Drive.									
<b>SLURRY SEAL AREA 5 STREETS</b>									
		RMRA-03	\$600,000	\$0					
		Prop C-13	\$400,000	\$0					
	ENGINEERING		\$75,000		0	75,000	0	0	0
	CONSTRUCTION		\$925,000		0	925,000	0	0	0
	TOTAL		\$1,000,000						
Provides for the engineering, contract administration and slurry seal of various streets in Area 5 (north of Amar Road and west of Grand Avenue to Three Oaks).									
<b>VALLEY BLVD. REHABILITATION</b>									
		RMRA-03	\$300,000	\$0					
		Prop C-13	\$300,000						
		Measure R-16	\$100,000						
	ENGINEERING		\$50,000		0	50,000	0	0	0
	CONSTRUCTION		\$650,000		0	650,000	0	0	0
	TOTAL		\$700,000						
Provides for pavement rehabilitaiton of Valley Boulevard between Grand avenue and Suzanne road. (Joint project with Los Angeles County ).									

**CITY OF WALNUT  
CAPITAL PROJECTS  
5-YEAR PROGRAM**

**NEW AND IN PROGRESS PROJECTS**

ACCOUNT NUMBER	PROJECT NAME DESCRIPTION	FUNDING SOURCE	ESTIMATED COST	SPENT TO DATE	2023-24 BUDGET	2024-25 BUDGET	2025-26 BUDGET	2026-27 BUDGET	2027-28 BUDGET
<b>SLURRY SEAL AREA 6 STREETS</b>		RMRA-03	\$700,000	\$0					
		Prop C-13	\$200,000	\$0					
	ENGINEERING		\$75,000		0	0	75,000	0	0
	CONSTRUCTION		\$825,000		0	0	825,000	0	0
	TOTAL		\$900,000						
Provides for the engineering, contract administration and slurry seal of various streets in Area 6 (east of Lemon Avenue, west of Meadow Pass, and south of Amar).									
<b>LEMON AVENUE STREET LIGHTS</b>		Measure M-21	\$300,000	\$0					
	ENGINEERING		\$40,000		0	0	40,000	0	0
	CONSTRUCTION		\$260,000		0	0	260,000	0	0
	TOTAL		\$300,000						
Provides for installation of street lights on Lemon Avenue between La Puente Road and Meadow Pass Road.									
<b>SLURRY SEAL AREA 4 STREETS</b>		RMRA-03	\$700,000	\$0					
		Prop C-13	\$225,000	\$0					
	ENGINEERING		\$75,000		0	0	0	75,000	0
	CONSTRUCTION		\$850,000		0	0	0	850,000	0
	TOTAL		\$925,000						
Provides for the engineering, contract administration and slurry seal of various streets in Area 4 (Westerly half of Creekside Drive).									

**CITY OF WALNUT  
CAPITAL PROJECTS  
5-YEAR PROGRAM**

**NEW AND IN PROGRESS PROJECTS**

ACCOUNT NUMBER	PROJECT NAME DESCRIPTION	FUNDING SOURCE	ESTIMATED COST	SPENT TO DATE	2023-24 BUDGET	2024-25 BUDGET	2025-26 BUDGET	2026-27 BUDGET	2027-28 BUDGET
	<b>SLURRY SEAL AREA 7 STREETS</b>	RMRA-03	\$700,000	\$0					
		Prop C-13	\$275,000	\$0					
	ENGINEERING		\$75,000		0	0	0	0	75,000
	CONSTRUCTION		\$900,000		0	0	0	0	900,000
	<b>TOTAL</b>		<b>\$975,000</b>						

Provides for the engineering, contract administration and slurry seal of various streets in Area 7 (Snow Creek & Timberline).

<b>TOTAL</b>	<b>\$10,910,620</b>	<b>\$750,134</b>	<b>\$3,680,000</b>	<b>\$3,850,000</b>	<b>\$1,650,000</b>	<b>\$1,375,000</b>	<b>\$1,425,000</b>
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**Funding Summary**

General Fund-01	\$ -	\$ -	\$ -	\$ -	\$ -
Gas Tax-02	\$ 184,000	\$ 200,000	\$ -	\$ -	\$ -
RMRA - 03	\$ 650,000	\$ 900,000	\$ 700,000	\$ 700,000	\$ 700,000
Park Improvement - 06	\$ 500,000	\$ -	\$ -	\$ -	\$ -
ARPA - 08	\$ 600,000	\$ -	\$ -	\$ -	\$ -
PROP C - 13	\$ 400,000	\$ 1,400,000	\$ 220,000	\$ 325,000	\$ 375,000
Bikeway - 14	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Measure R - 16	\$ 625,000	\$ 700,000	\$ -	\$ -	\$ -
Federal Grant -17	\$ 166,000	\$ -	\$ -	\$ -	\$ -
Measure M - 21	\$ 100,000	\$ 300,000	\$ 300,000	\$ -	\$ -
Capital/Equip - 25	\$ 180,000	\$ 75,000	\$ 155,000	\$ 75,000	\$ 75,000
Measure W - 29	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000
<b>Total</b>	<b>\$ 3,680,000</b>	<b>\$ 3,850,000</b>	<b>\$ 1,650,000</b>	<b>\$ 1,375,000</b>	<b>\$ 1,425,000</b>

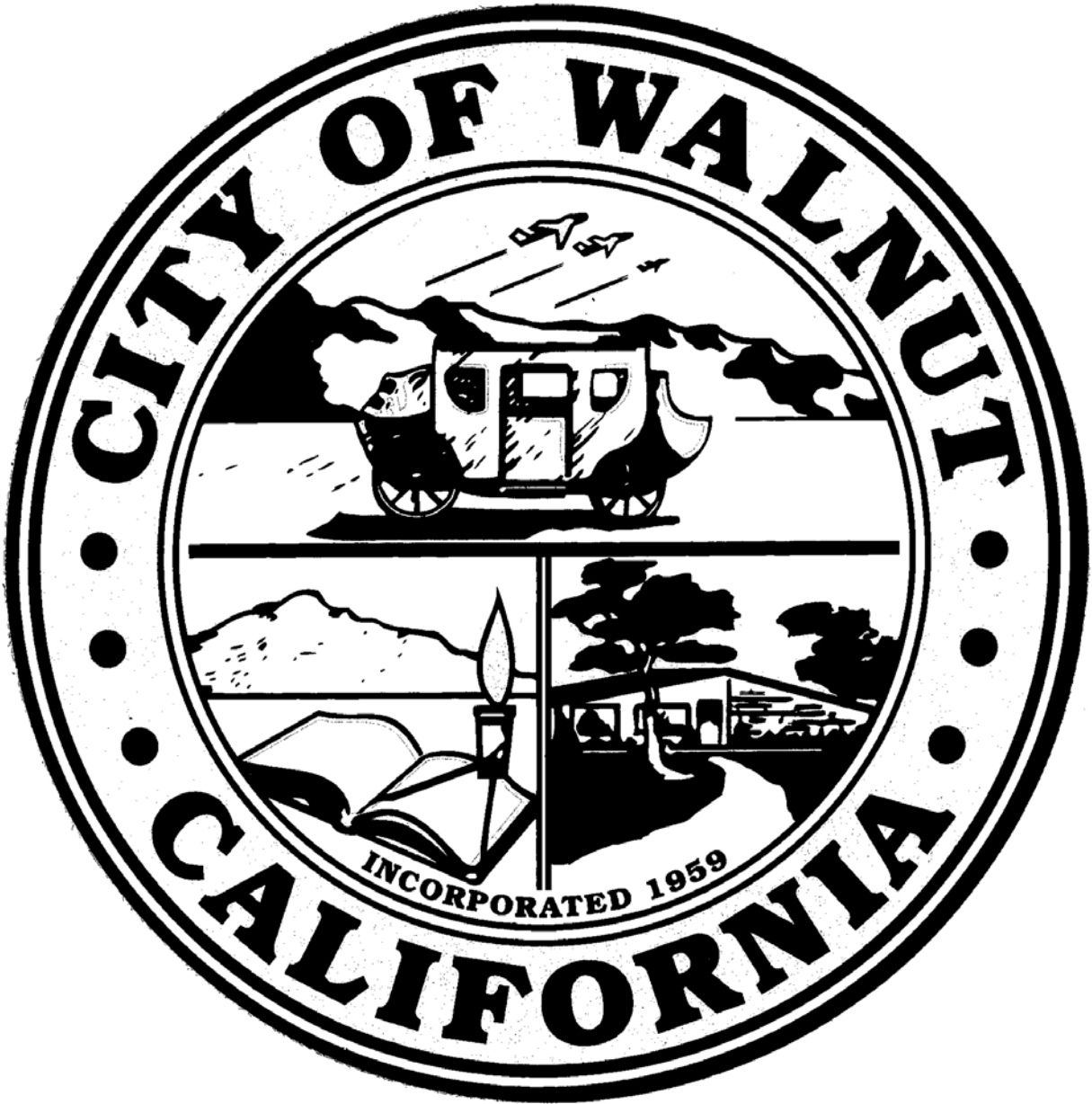
**CITY OF WALNUT**

**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 slurried 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>
2028-29	Area 1 Slurry	\$1,100,000
2029-30	Area 2 Slurry	\$1,425,000
2030-31	Area 3 Slurry	\$700,000
2031-32	Area 5 Slurry	\$925,000
2032-33	Area 6 Slurry	\$900,000





# Appendix

**OBJECT DESIGNATIONS**

**XX-XXXX-###**

**PERSONNEL:**

<b><u>Object No.</u></b>	<b><u>Line Item &amp; Description</u></b>
5101	<b>Regular Salaries</b> Provides for compensation for full-time, permanent employees.
5102	<b>Regular Part-Time Employees</b> Provides for compensation for all part-time employees.
5103	<b>Seasonal/Limited Part-Time Employees</b> Provides for compensation for non-permanent, part-time employees.
5104	<b>Overtime</b> Provides for compensation for any overtime throughout the year, at one and one half times the regular salary.
5105	<b>Health &amp; Life Insurance</b> Provides for benefits for health, accidental death, dismemberment, life insurance, and long-term disability for full-time employees. Additionally, provides for the monthly PERS administrative fee and wake works compliance fee under the Human Resources Division (4200).
5107	<b>Workers' Compensation</b> Provides for City-paid benefits for Workers' Compensation pursuant to State Law.
5108	<b>PERS</b> Provides for City-paid employee benefits for employee's retirement system.
5109	<b>Unemployment Insurance</b> Provides for City-paid employee benefits for unemployment insurance.
5110	<b>Medicare Expense</b> All employees with hire dates of April 1, 1986 and after must contribute 1.45% and City to match.
5111	<b>Sick Leave Buyback/Vacation Buyback</b> 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 40 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.
5112	<b>Replacement Benefit Plan</b> Provides for the CalPERS Replacement Benefit Plan contributions as necessary.

**OPERATIONS:**

<b><u>Object No.</u></b>	<b><u>Line Item &amp; Description</u></b>
6102	<b>Conference &amp; Meetings - Pacheco</b> Provides for all travel, conference, and meeting expenses.
6103	<b>Conference &amp; Meetings - Ching</b> Provides for all travel, conference, and meeting expenses.
6104	<b>Conference &amp; Meetings - Wu</b> Provides for all travel, conference, and meeting expenses.
6105	<b>Conference &amp; Meetings - Tragarz</b> Provides for all travel, conference, and meeting expenses.
6106	<b>Conference &amp; Meetings - Freedman</b> Provides for all travel, conference, and meeting expenses.
6107	<b>Conference &amp; Meetings - Cajulis</b> Provides for all travel, conference, and meeting expenses.
6201	<b>Conference &amp; Meetings</b> Provides for all travel, conference, and meeting expenses. In Fiscal Year 2019-20, each Councilmember was assigned an individual budget account (6101-6105).
6202	<b>Training</b> Provides for training seminars and sessions generally requested by City and taken on City time.
6203	<b>Memberships, Dues, Subscriptions, Books, Fees</b> Provides for membership fees, dues, subscriptions, and publications of professional organizations.
6204	<b>Property Tax Administrative Fee</b> A Property Tax Administration Fee (PTAF) is to offset costs in assessing property values, in collecting the property tax levies, and in the review and appeal process.
6205	<b>Office Supplies</b> Provides for the purchase of office supplies.
6206	<b>Advertising</b> 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 Reimbursement**  
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.
- 6214        **Mileage Reimbursement**  
Provides for mileage reimbursement when private vehicle is used for City business.
- 6215        **Vehicle/Cell Allowance/Treasurer Stipend**  
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 cell phone.
- 6216        **Professional Services**  
Provides for professional services/retainers.
- 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.
- 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.
- 6235      **Referee Services**  
Provides for payment to referees for the adult basketball leagues

- 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.
- 6242      **Storm Drain Maintenance**  
Provides for maintenance of storm drain zone 9.
- 6243      **Tree Maintenance**  
Provides for expenditures in relation to the tree maintenance program on City property and each LOSMD zone.
- 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 electricity 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
- 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        **Administration**  
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, flagpoles, and bracket installation and maintenance.
- 6271        **Service/Recognition/Awards**  
Provides for the annual service awards recognition functions, purchase of service awards, and recognition of residents leading in the arrest and conviction of residential or vehicle burglary suspects.

- 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.
- 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      **Uniforms**  
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      **Camp Sponsorship Program**  
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 sale 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.
- 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.

**CAPITAL:**

<b><u>Object No.</u></b>	<b><u>Line Item &amp; Description</u></b>
8401	<b>Furnishings &amp; Equipment</b> Provides for purchase of office furniture, equipment, and furnishings for City offices.
8402	<b>Machinery &amp; Equipment</b> Provides for purchase of machinery and equipment for City offices.
8403	<b>Buildings &amp; Structures</b> Provides for the acquisition of permanent structures for City or government use.
8404	<b>Land Purchase</b> Provides for the acquisition of land for City or government use.
8405	<b>Landscape Improvements</b> Provides for the expenses incurred for landscape improvements.
8406	<b>Irrigation Improvements</b> Provides for the expenses incurred for irrigation improvements to replace worn-out systems, or to install new systems.
8407	<b>Slope Restoration</b> Provides for expenses incurred for slope restoration where failures occur.
8409	<b>Building Improvements</b> Provides for capital improvements to City or government owned buildings and structures.
8410	<b>Improvements Other Than Buildings</b> Provides for any capital improvements for the City.
8425	<b>Special Capital Projects</b> 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 (AQMD)**

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.

**American Rescue Plan Act (ARPA)**

On March 11, 2021 President Biden signed the American Rescue Plan Act of 2021, which established the Coronavirus State and Local Fiscal Recovery Fund to provide direct aid to local governments. Funds are for revenue replacement due to pandemic, economic assistance for small businesses, investment in water, sewer, and broadband infrastructure as well as COVID-19 related expenses.

**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 Equipment**

Long-lasting goods the City acquires and owns that are not consumed in the normal course of business. These may include assets such as machines, trucks, computers, and office furniture.

### **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.

**Contract City**

A City whose municipal services are provided via a contract arrangement with another unit of government, a public agency, or private or commercial organizations.

**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)**

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.

**Local Early Action Planning Grant (LEAP)**

One-time grant funding to cities and counties to update their planning documents and implement process improvements that will facilitate the acceleration of housing production and help local governments prepare for the 6<sup>th</sup> cycle Regional Housing Needs Assessment.

### **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.

### **Pension Trust Fund**

A Section 115 Trust to pre-fund both pension and retiree health care liabilities. The trust permits the City, under federal and state law to invest in a more diversified array of investments to maximize investment returns long term and reduce the City's pension liabilities.

### **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 68**

A proposition approved by the voters of Los Angeles County in June 2018, which authorized a \$4 billion general obligation bond for state and local parks, environmental protection projects, water infrastructure projects and flood protection projects which are in accordance with the Clean Water and Safe Parks Act.

## **Proposition "A" Transportation**

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" Transportation**

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.

## **Measure "A" (M&S)**

A proposition approved by the voters of Los Angeles County in November 2016, which authorizes an annual special tax of 1.5 cents per square foot of building floor area on all taxable real property in the County. Funds are in accordance with the LA County Safe, Clean Neighborhood Parks and Beaches Measure.

## **Measure "A" (Category 1)**

A proposition approved by the voters of Los Angeles County in November 2016, which authorizes an annual special tax of 1.5 cents per square foot of building floor area on all taxable real property in the County. Funds are in accordance with the LA County Safe, Clean Neighborhood Parks and Beaches Measure.

## **Measure "R" Transportation**

A proposition approved by the voters of Los Angeles County in November 2008, which authorized a 1/2 cent sales tax for transportation projects.

## **Measure "M" Transportation**

A proposition approved by the voters of Los Angeles County in November 2016, which authorized a 1/2 cent sales tax for highway and transportation projects.

## **Measure "W"**

A proposition approved by voters of Los Angeles County in November 2018, which authorized a 2.5 cent square foot parcel tax to property owners to fund projects for the Safe Clean Water Program which will improve local water supply and quality.

### **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 intergovernmental 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.

### **Road Maintenance Rehabilitation Account (RMRA)**

The Road Maintenance Rehabilitation Account (RMRA) is funding available to cities and counties for projects approved by the California Transportation Commission. Fees are collected by the State of California related to Senate Bill 1 (SB1) which provides for maintenance on the state highway system, local street, and road systems.

### **SB 2 Planning Grant**

One-time grant funding to cities and counties to prepare, adopt, and implement plans and process improvements that streamline housing approvals and accelerate housing production.

### **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 4<sup>th</sup>, 5<sup>th</sup>, and 6<sup>th</sup>), 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.





21201 La Puente Road, Walnut, CA 91789  
[www.CityofWalnut.org](http://www.CityofWalnut.org)



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