

CITY OF WALNUT

ANNUAL BUDGET

FISCAL YEAR 2022-23



CITY OF WALNUT

ANNUAL BUDGET

FISCAL YEAR 2022-23

Walnut City Council

Eric Ching, Mayor

Allen Wu, Mayor Pro Tem

Linda Freedman, Council Member

Robert Pacheco, Council Member

Nancy Tragarz, Council Member

City Manager

Tom Weiner

Budget Team

Karen Ogawa, Administrative Services Director

Yvette Meza, Finance Analyst

Vanessa Brashear, Finance Analyst



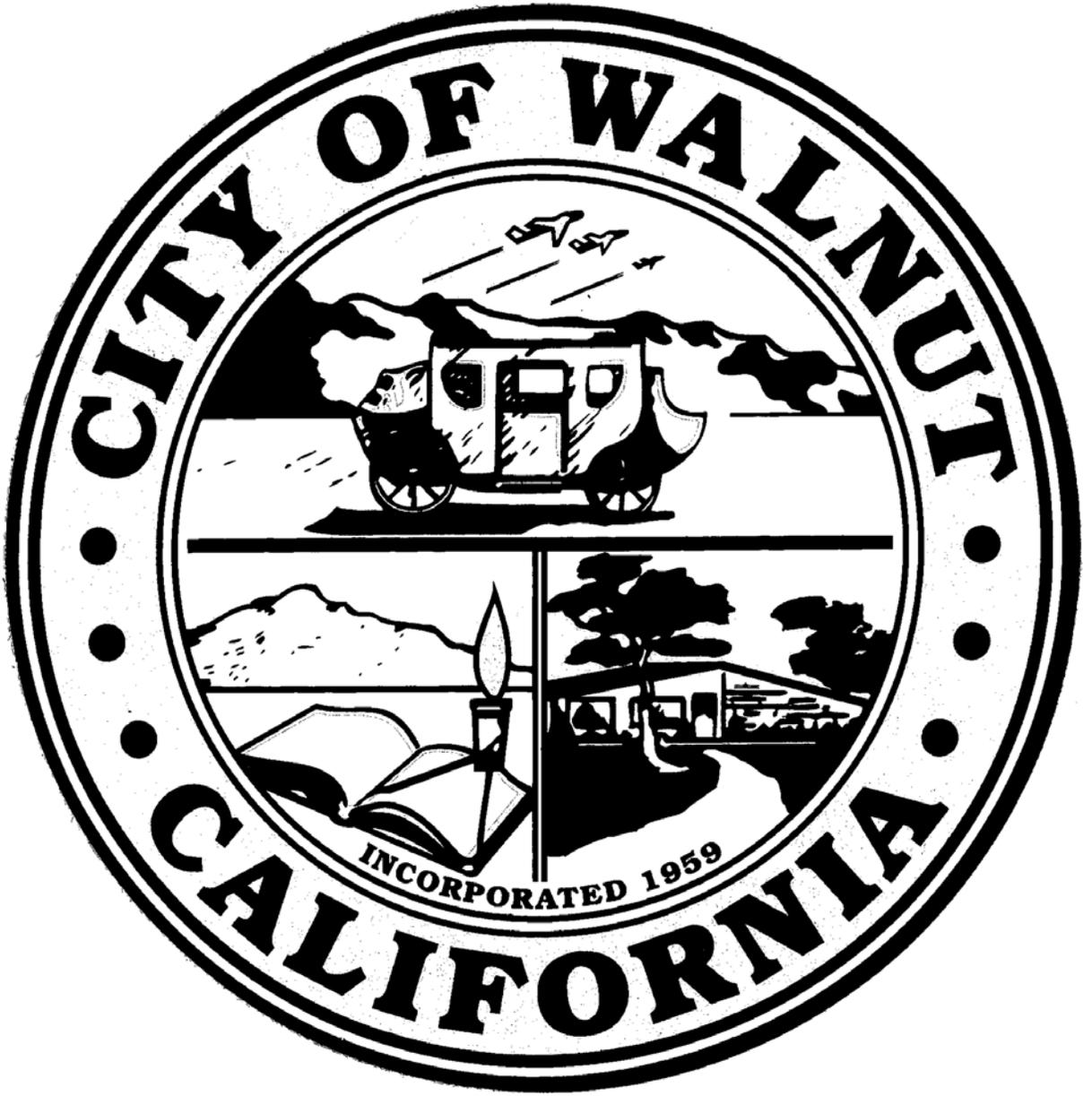


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Introduction



CITY OF WALNUT

June 22, 2022

Honorable Mayor and
Members of the Walnut City Council

SUBJECT: FISCAL YEAR 2022-23 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 \$26,507,110 in total resources from all funds, \$33,739,010 in total uses of funds, and \$8,942,480 in use of reserves. The use of reserves (\$8.9 million) is from restricted fund balances of \$6.6 million (i.e. Proposition A and C, Gas Tax, ARPA, LOSMD, Measure M and R), Recreation Facility Fund totaling \$1.9 million and Capital Equipment / Replacement at \$0.5 million.

General Fund resources is approximately \$15.4 million, \$15.4 million in expenditures, and operating transfers-in of approximately \$1.3 million, which results in a surplus of approximately \$1.3 million.

EXECUTIVE SUMMARY

The 2022-23 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 1.45% and no increases in the Liability Trust Fund
- 4% COLA increases for the classified and management employees
- American Rescue Plan Act (ARPA) funds
- Continuation of General Fund subsidizing LOSMD
- 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 \$504,930 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 have received \$3.6 million in July 2021 and anticipate \$3.6 million by 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 \$5.4 million for capital projects, energy efficiency, small business grants, traffic enforcement, animal control, and special needs projects. We will return to City Council for approval of additional appropriations for eligible expenditures.

REVENUES

Total General Fund operating revenues in Fiscal Year 2022-23 are higher compared to the Fiscal Year 2021-22 estimated revenues by approximately \$1.5 million, which is primarily due to building and safety permits, sale of Proposition A funds, and recreation activities. Additionally, site plan review fees and code fines reflect the rate increases based on the fee analysis study.

Property tax for the City is projected to increase 5% due to the leveling of reassessments and the overall health of the real estate market. The amount projected for 2022-23 is approximately \$7.9 million and represents about 32% of the total revenues.

Sales tax revenue for the 2022-23 is projected to total \$2.2 million. Sales tax received by the City represents 9% 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 2022-23.

EXPENDITURES

General Fund expenditures anticipated for Fiscal Year 2022-23 are estimated to increase 9% from the Fiscal Year 2021-22 estimated expenditures. Increases from prior year estimates are primarily due the anticipation of restoring services levels back to pre-pandemic levels, increase in building and safety activity, and recreation activities. Some of these expenditures, of course, are reimbursed via fees (i.e. building permits, recreation fees, etc.).

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 2022-23 through 2026-27 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 and franchise taxes have been projected to increase 3% each year. Fiscal Year 2022-23 licenses and permits are anticipated to be higher than normal 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 3% 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 2022-23 through 2026-27. The Capital Projects budget has increased by \$7.4 million compared to the prior year. The increase is primarily due to the ARPA capital projects (\$4.8 million) which account for 50% of the Capital Projects budget (\$9,381,050). ARPA capital projects includes energy efficiency, park, trail, and capital projects.

Additional capital projects includes Slurry Seal Area 2 Streets, Diversity Plaza at Creekside Park, and La Puente Road Rehabilitation projects which represent 33% (\$3.1 million) of the Capital Projects budget. Funding for these projects are funded from State Park Grant, RMRA, Measure A and R, Gas Taxes, and Proposition C funds.

Although the new projects scheduled for Fiscal Year 2022-23 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 2022-23 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.

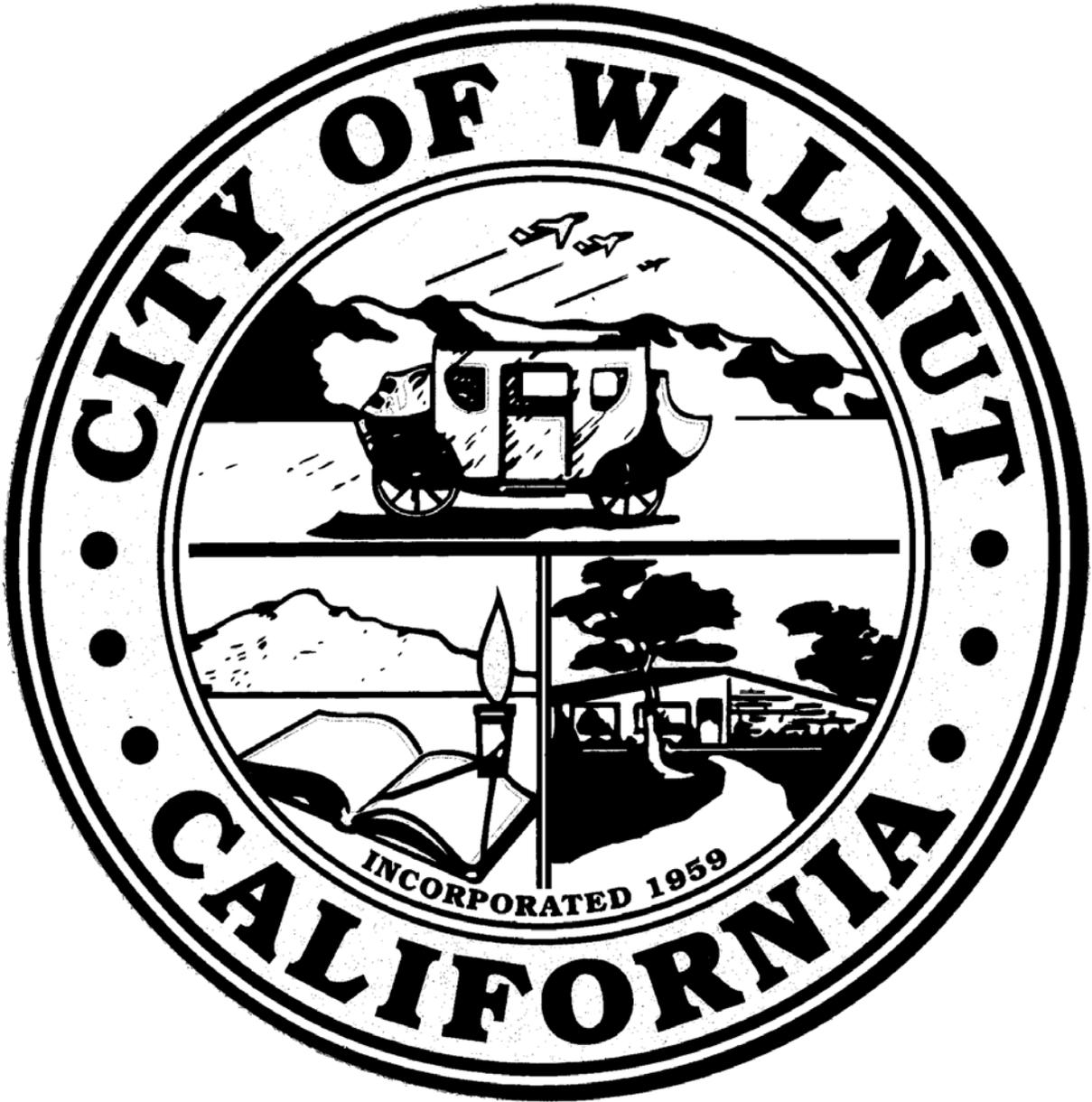
The 2022-23 Annual Budget allows the City to live within its means and to continue to provide quality municipal services to the citizens of Walnut.

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. 22-XX

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WALNUT
ADOPTING THE ANNUAL BUDGET IN THE AMOUNT OF \$33,739,010
FOR FISCAL YEAR 2022-23**

WHEREAS, the City Manager has prepared the City's budget for the fiscal year commencing July 1, 2022, and ending June 30, 2023; and

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

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

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

SECTION 1. The budget is adopted as the Annual Budget for the City of Walnut for the Fiscal Year commencing July 1, 2022, and ending June 30, 2023, in the amount of \$22,387,890 and transfers out in the amount of \$1,970,070.

SECTION 2. The budget is adopted as the Capital Projects Budget for the City of Walnut for the Fiscal Year commencing July 1, 2022, and ending June 30, 2023, in the amount of \$9,381,050.

SECTION 3. 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 4. The City Council reaffirms the Committed Fund Balances as identified in the Fund Balance Policy and any unassigned balance in the General Fund as of June 30, 2022, shall be automatically transferred as per the Fiscal Policy.

SECTION 5. There is hereby appropriated to each account set forth in said budget, the sum shown for such account in the 2022-23 budget, and the City Manager is authorized and empowered to expend such sum for the purpose of such account. No expenditure by any office or department for any item within an account will exceed the amount budgeted therefore without prior approval of the City Manager.

SECTION 6. A copy of the proposed Annual Budget for the Fiscal Year 2022-23 is on file in the City Clerk's office.

SECTION 7. 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 22nd day of June 2022.

Eric Ching, Mayor

ATTEST:

Teresa De Dios, City Clerk

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

I, Teresa DeDios, City Clerk of the City of Walnut, do hereby certify that the foregoing Resolution No. 22-XX being:

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WALNUT
ADOPTING THE ANNUAL BUDGET IN THE AMOUNT OF \$33,739,010
FOR FISCAL YEAR 2022-23**

was approved and adopted by the City Council of the City of Walnut on the 22nd of June 2022, by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:

Teresa De Dios, City Clerk

RESOLUTION NO. 22-XX

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WALNUT
APPROVING AND ADOPTING THE ANNUAL APPROPRIATIONS LIMIT
IN THE AMOUNT OF \$34,097,832 FOR THE FISCAL YEAR 2022-23**

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 2022-23 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 2022-23 shall be based on the 2021-22 appropriation limit of \$31,930,877 as established by Resolution No. 21-32, and recomputed based on Proposition 111 guidelines and adjusted by the California Per Capita Income change of 7.55% and the County population change of -0.71% as reported by the State Department of Finance on May 1, 2022; and

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

WHEREAS, the City of Walnut has complied with all of the provisions of Article XIII-B in determining the appropriation limit for Fiscal Year 2022-23.

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

SECTION 1. That the appropriations limit in Fiscal Year 2022-23 shall be \$34,097,832 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 22nd day of June 2022.

Eric Ching, 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. 22-XX being:

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WALNUT
APPROVING AND ADOPTING THE ANNUAL APPROPRIATIONS LIMIT
IN THE AMOUNT OF \$34,097,832 FOR THE FISCAL YEAR 2022-23.**

was approved and adopted by the City Council of the City of Walnut on the 22nd of June 2022, by the following vote:

| | |
|----------|-----------------|
| AYES: | COUNCILMEMBERS: |
| NOES: | COUNCILMEMBERS: |
| ABSTAIN: | COUNCILMEMBERS: |
| ABSENT: | COUNCILMEMBERS: |

Teresa De Dios, City Clerk

**APPROPRIATION LIMIT
FISCAL YEAR 2022-23
REVENUE SUBJECT TO LIMIT**

Proceeds and Non-Proceeds of Taxes:

| <u>SOURCE</u> | <u>Estimate 2021-22</u> | <u>Budget 2022-23</u> |
|-----------------------------------|-----------------------------|---------------------------|
| Property Tax | \$ 7,590,000 | \$ 7,940,000 |
| Sales Tax | 2,170,000 | 2,210,000 |
| Business License Tax | 127,700 | 151,420 |
| Realty Stamp Tax | 230,000 | 236,000 |
| State Motor Vehicle In-lieu | 34,460 | 35,000 |
| State Homeowners Exemption | 8,000 | 8,000 |
| Interest Earnings on Tax Proceeds | 14,000 | 16,500 |
| Total Tax Proceeds | \$ 10,174,160 | \$ 10,596,920 |
| Non-Tax Proceeds | 19,142,383 | 13,368,080 |
| Total Revenues | \$ 29,316,543 | \$ 23,965,000 |

**APPROPRIATION LIMIT
FISCAL YEAR 2022-23
COMPUTATION OF LIMIT**

| | | |
|--|--------|------------------------------------|
| 2021-22 Appropriation Limit | | \$ 31,930,877 |
| County of Los Angeles Population Growth Factor (A) | 0.9929 | |
| California Per Capital Personal Income Growth Factor (B) | 1.0755 | |
| Adjusted Growth Factor (A x B) | | <u>1.067864</u> |
| 2022-23 Appropriation Limit (Prior Year Limit x Adjusted Growth Factor) | | <u><u>\$ 34,097,832</u></u> |

**APPROPRIATION LIMIT
FISCAL YEAR 2022-23
APPROPRIATION SUBJECT TO LIMIT**

| | Fiscal Year 2021-22 | Fiscal Year 2022-23 |
|--|--------------------------------|--------------------------------|
| | <hr/> | <hr/> |
| Appropriation Limit per calculation | \$ 31,930,877 | \$ 34,097,832 |
| Appropriation Subject to Limit: | | |
| Tax Proceeds | \$ 10,174,160 | \$ 10,596,920 |
| Excess Fees | - | - |
| | <hr/> | <hr/> |
| | \$ 10,174,160 | \$ 10,596,920 |
| | <hr/> | <hr/> |
| Margin | \$ 21,756,717 | \$ 23,500,912 |

City Mission Statement

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

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

We will exceed expectations by:

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

We will collaborate by:

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

We will enhance civic pride by:

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

City of Walnut Organizational Chart

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



CITY OF WALNUT
Revenue and Budget Information
Assumptions & Trends

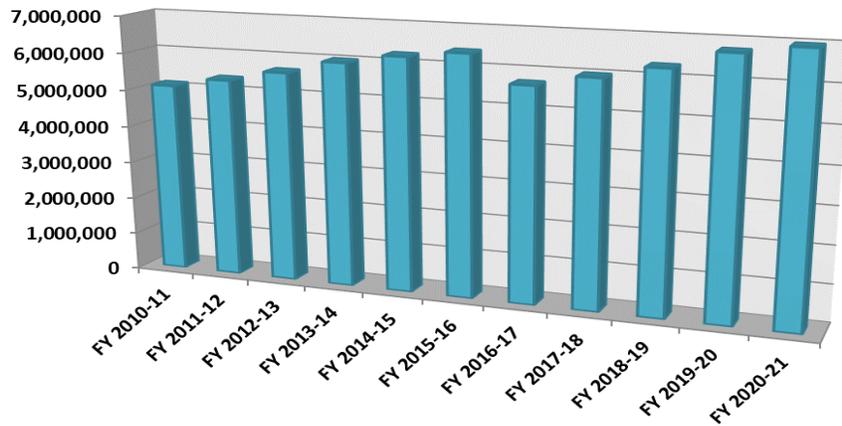
The revenue and expenditure projections provided for FY 2022-23 through FY 2026-27, are based upon economic forecasts and trends for the area in which the City is located. It is based on information supplied by outside agencies, such as the State Department of Finance, State Board of Equalization, and 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.

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 projected to remain level for 2022-23 as the City does not expect any major developments in the coming years. For the use of money and property, particularly on interest earnings and telecommunications revenues are anticipated to increase for FY 2022-23. Telecommunication lease income will increase 5% each year. Restricted revenues from other agencies i.e., Proposition A, Proposition C, Gas Tax, Measure A (Category 1), Measure M, Measure R, and Road Maintenance Rehabilitation Account (RMRA) have been projected to increase 2% each year.

The assumptions used for forecasting expenditures include a 2% increase for all expenditures related to City operations, a 4% increase for personnel cost. 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 by 3%. All liability and property insurance costs are expected to increase by 4%. In addition, where ever possible, any expenditures which are not "on-going", such as expenditures identified for certain capital or fixed asset items, have not been carried forward as expenditures in following years. Also, taken into consideration are any costs for contracted services in which the City has an agreement with the provider, where the fees are to remain constant for a specified number of years.



History of Property Tax



ECONOMIC ANALYSIS

According to the Los Angeles County Economic Development Corporation (LAEDC), the United States experienced a dramatic economic decline from the COVID-19 Pandemic in 2020. In 2021, we had a significant turn towards pre-pandemic normalcy with the economy being on a general path to recovery. The United States had a few transformative shifts that will leave a lasting imprint on our economy, such as; developments in national fiscal and monetary policy, supply chain issues, inflation and remote/freelance work.

LAEDC expects that the United States economy will recover and continue a path of growth, despite the public health crisis. The employment rates were at an all-time high due to the global pandemic and are beginning to decrease. The employment in the United States has significantly recovered, however the labor force is still below the pre-pandemic level. Consumption of domestic goods, private residential investments, private non-residential investments, and industrial production contribute to the steady real gross domestic product (GDP). The United States economy rose by 5.7% in 2021, and is projected to fall to 3.6% in 2022, and to 2.4% in 2023.

The California Legislative Analyst’s Office (LAO) estimated another significant surplus for 2022-23. Despite the ongoing pandemic, revenues are growing at historic rates. The surplus reflects three trends in the prior years and current years, the result of higher revenues, higher spending on schools and community colleges and spending less on Medicaid programs. The result of these three factors from prior and current years, taken together, is a surplus of \$31 billion for the 2022-23 budget process.

As California began 2022, the state’s health and economy were threatened by the highest infection rate of COVID-19. With the increasing distribution of vaccines, the state is beginning to improve. California’s economy is recovering and the state accounts for 14.6% of the U.S. GDP in 2021, continuing to be the largest of any state. California’s unemployment rate averaged 6.4%, which is 1.8% higher compared to pre-pandemic levels.

Recently, Governor Galvin Newsom released the 2022-23 Budget. In order for California to provide a balanced budget for 2022-23, a withdrawal of \$20.9 billion in Proposition 2 Budget Stabilizer Account (Rainy Day Fund) for fiscal emergencies, \$900 million from the Safety Net Reserve, \$9.7 billion in Public School System Stabilizer Account, and an estimated \$3.1 billion in the state's operating reserves.

California now has a projected \$45.7 billion surplus combined with \$20.6 billion in General Fund, \$16.1 billion in additional Proposition 98, and \$9 billion in reserve deposits and supplemental pension payments. While California's economy has much improved from this time a year ago, considerable risks remain, however a strong reserve was critical to the state's response to the COVID-19 Pandemic.

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, 2021 the City's debt limit was approximately \$224 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 2022-23. 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.

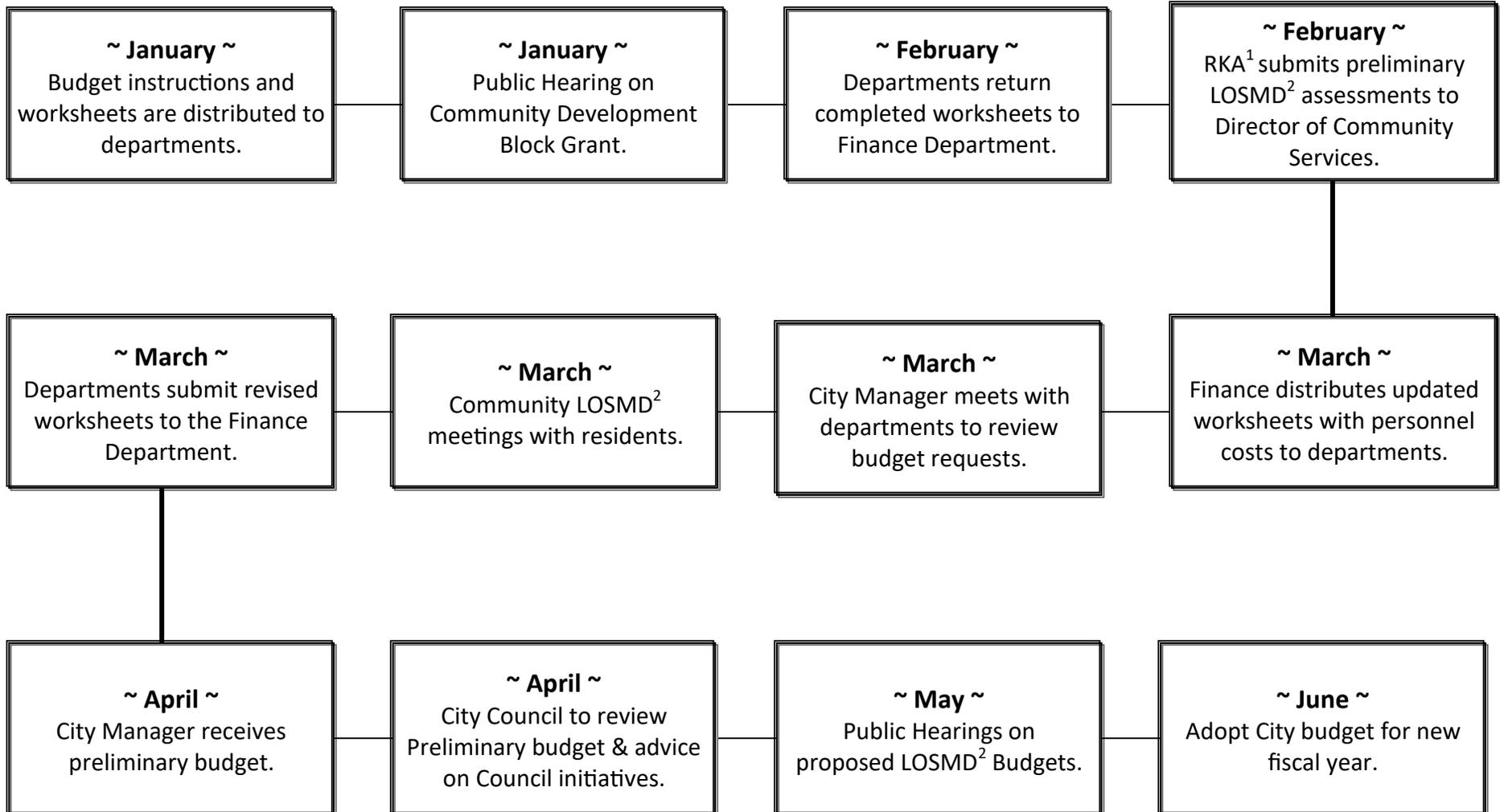
The Finance Division staff then uses all revised projections to produce a preliminary budget, which is submitted to the City Council for review. This document is made available to the public on the City website and at Walnut City Hall for review before the annual Budget Study Session. The budget is reviewed 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.

CITY OF WALNUT BUDGET PROCESS

¹RKA = RKA Consulting Group
– Assessment Engineer

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



**CITY OF WALNUT
BUDGET CALENDAR
2022-23**

| DATE & TIME | ACTION BY | ACTION |
|--|--|---|
| January 12, 2022 <i>Wednesday</i> | City Council | Public Hearing on Community Development Block Grant |
| January 18 & 19, 2022 <i>Tuesday & Wednesday</i> | City Manager/Departments Finance | Mid Year Budget Review & Budget Calendar Review Distribute: Budget Instructions, Revenue Worksheets, Expenditure Worksheets |
| January 27, 2022 <i>Thursday</i> | Departments | Submit detail request for Part-time and Seasonal hours with completed position schedules to Finance |
| February 3, 2022 <i>Thursday</i> | Departments | Submit completed Revenue and Expenditure Projections to Finance |
| February 9, 2022 <i>Wednesday</i> | City Council | Mid-Year Additional Appropriation requests |
| February 10, 2022 <i>Thursday</i> | Administration | Submit completed Personnel Projections to Finance |
| February 23, 2022 <i>Wednesday</i> | R K A | Submits preliminary LOSMD assessments to Community Services |
| March 3, 2022 <i>Thursday</i> | Finance | Finance Distributes completed Preliminary Personnel, Operations, and Capital budgets to departments Distribute Recap by Fund Schedule to City Manager |
| March 9, 2022 <i>Wednesday</i> | City Council Community Services | 45-day notice for LOSMD Hearing |
| March 15 & 17, 2022 <i>Tuesday & Thursday</i> | City Manager/Departments | City Manager meets with departments to review budget requests. |
| March 24, 2022 <i>Thursday by 5:00 p.m.</i> | Departments | Submit final changes to Finance |
| March 28, 2022 <i>Monday at 7:00 p.m.</i> | Community Services | Community meeting with LOSMD residents |
| April 27, 2022 <i>Wednesday at 5:00 p.m.</i> | City Council/City Manager Departments | Budget Workshop Meeting |
| May 11, 2022 <i>Wednesday at 7:00 p.m.</i> | City Council | Public Hearing on LOSMD Budgets |
| May 11, 2022 <i>Wednesday at 5:00 p.m.</i> | City Council/City Manager Departments | Budget Workshop Meeting Continued |
| June 1, 2022 <i>Wednesday at 7:00 p.m.</i> | Planning Commission Community Development | 2022-23 CIP conformity with the City's General Plan |
| June 9, 2022 <i>Thursday</i> | City Clerk/Finance | CIP Budget - 10 day Public Hearing Notice |
| June 22, 2022 <i>Wednesday</i> | City Council | Public Hearing on CIP Adopt 2022-23 to 2026-27 CIP |
| June 22, 2022 <i>Wednesday</i> | City Council | Adopt 2022-23 Budget |
| June 22, 2022 <i>Wednesday</i> | City Council | Adopt 2022-23 Appropriations Limit |
| June 22, 2022 <i>Wednesday</i> | Authority Members | Adopt 2022-23 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 2022-23 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 2022-23, 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 2022-23 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 2021-22, or prior years. These projects were not completed as of June 30, 2022; therefore, the remaining balance of corresponding appropriations is carried over into the new Fiscal Year 2022-23 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 Bikeway Fund, Capital Equipment Fund, Proposition C Fund, Measure W Fund, Park Improvement Fund, Road Maintenance Rehabilitation Account Fund (RMRA) and American Rescue Plan Act (ARPA). 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 2022-23, the capital projects include citywide sidewalk repairs, air conditioning systems for city facilities, storm water projects, flood plain trail rehabilitation, Walnut Ranch drain project, trail projects, Meadow Pass off-site mitigation, Heidelberg Park improvements, Gym/Teen Center improvements, Castlehill Slope drive sewer, Diversity Plaza – Creekside Park project, and Grand/La Puente intersection construction project. 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 2022-23 will have an impact of \$9,381,050 on the City's Capital Improvement Projects budget. This includes \$100,000 in sidewalk repairs, \$645,230 citywide heating, ventilation, and air conditioning system (HVAC) repairs, \$250,000 in storm water projects, \$600,000 in flood plain trail rehabilitation, \$100,000 in Walnut Ranch drain project, \$300,000 in trail projects, \$1,400,000 in park improvements, \$200,000 in Gym/Teen Center improvements, \$1,060,000 in Diversity Plaza project, \$49,640 in Castlehill Slope Drive Sewer, \$200,000 in Street Reflective Signs, \$700,000 in La Puente Road Rehabilitation, \$1,550,000 in Sports Field Light Retrofit, \$246,000 in Window and Entry Modifications, \$155,000 in Indoor Led Lights, \$1,300,000 in Slurry Seal, and \$300,000 for intersection construction.

Funding for these projects in the amount of \$377,180 will be through Capital/Equipment Outlay, \$25,000 through Bikeway, \$350,000 through Gas Tax, \$600,000 through Measure R, \$200,000 through Measure M, \$680,000 through Neighborhood Park, \$120,000 through Measure A, \$900,000 through Proposition C, \$250,000 through Measure W, \$500,000 through Park Improvement, \$600,000 through RMRA, and \$4,778,870 through ARPA.

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 by \$57,000 in 2011-12, \$60,000 in 2012-13, \$70,000 in 2013-14, \$97,000 in 2014-15, \$92,000 in 2015-16, \$174,000 in 2016-17, \$33,000 in 2017-18, and \$33,000 in 2018-19, \$35,000 in 2019-20, \$36,000 in 2020-21, and \$35,000 in 2021-22. For 2022-23, the impact on the operating budget for General Fund is approximately \$36,000.

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 2022-23 appropriation limit has been provided by the State of California Department of Finance.

The following summarizes the Fiscal Year 2022-23 Appropriation Limit

Appropriation Limit:

| | |
|---|--------------|
| FY 2021-22 Appropriation Limit | \$31,930,877 |
| Adjustment Factor | 1.067864 |
| FY 2022-23 Appropriation Limit | \$34,097,832 |
| FY 2022-23 Appropriation Subject to Limit | \$10,596,920 |

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 Gorgonio and San Jacinto ranges.

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

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

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

The City continues to implement strategies to enhance the economy in *Walnut*. The 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 3,234 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, 2022

| | |
|--------------------------|--|
| 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 | 8.83 Square Miles |
| Number of Parks | 11 |
| Park Area | 97 Acres |
| Equestrian/Hiking Trails | 30.5 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 | 38 Full-time |
| Cost Per Capita | \$730 (as of 6/30/21) |

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

Election and Voter Registration

| | |
|---|--------|
| Number of registered voters (November 2020) | 18,889 |
| 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 |

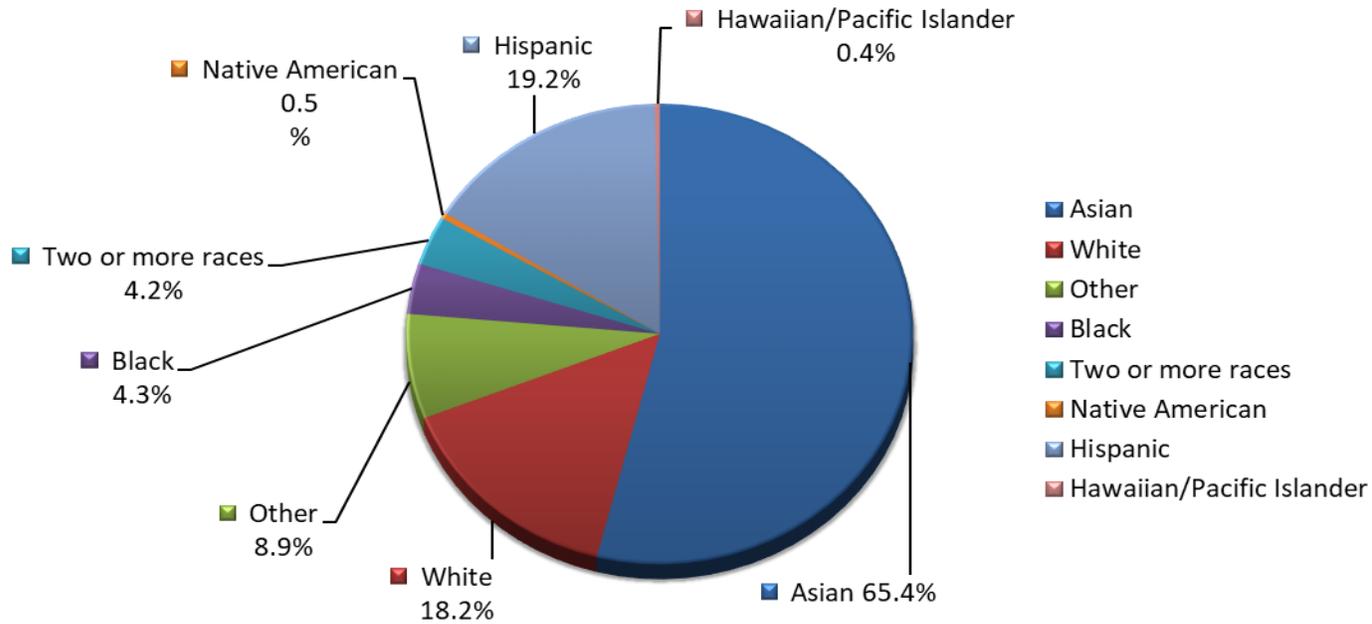
Source: City of Walnut Administration Department – City Clerk

Demographics

| | City of Walnut | State of California |
|-----------------------------------|----------------|---------------------|
| Population Characteristics | | |
| Median Age | 46.1 | 36.7 |
| Average Household Size | 3.26 | 2.94 |
| Ethnicity | | |
| Asian | 65.4% | 15.5% |
| White | 18.2% | 71.9% |
| Other | 8.9% | 36.5% |
| Black | 4.3% | 6.5% |
| Two or more races | 4.2% | 4.0% |
| Native American | 0.5% | 1.6% |
| Hispanic | 19.2% | 39.4% |
| Hawaiian/Pacific Islander | 0.4% | 0.5% |
| Education | | |
| Bachelors Degree | 54.9% | 34.7% |
| High School or Higher | 92.5% | 83.9% |
| Housing Units | 9,555 | 14,512,281 |
| Median Household Income: | \$108,264 | \$78,672 |

Source: 2011/2020 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>2017</u> | <u>2018</u> | <u>2019</u> | <u>2020</u> | <u>2021</u> |
|------------------------------------|-------------|-------------|-------------|-------------|-------------|
| Square Miles | 8.83 | 8.83 | 8.83 | 8.83 | 8.83 |
| Number of Housing Units | 8,937 | 9,022 | 9,046 | 9,061 | 9,074 |
| Population | 30,134 | 30,457 | 30,551 | 29,929 | 29,835 |
| Personal Income | 1,077,615 | 1,099,822 | 1,105,292 | 1,173,576 | 1,232,966 |
| Per Capita Personal Income | 35,760 | 36,110 | 36,178 | 39,211 | 41,326 |
| Unemployment Rate | 3.7% | 3.5% | 3.6% | 3.4% | 10.2% |
| Average Annual Population % change | -0.06% | 1.07% | 0.31% | -2.04% | -0.31% |

Sources:

City of Walnut Finance Division, as of June 30, 2021
 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 | 3,234 | 45% | Community College |
| Nina's Mexican Foods, Inc. | 140 | 2% | Manufacturer |
| Edro Engineering Company, Inc. | 100 | 1% | Engineering |
| Stater Brothers Market #168 | 74 | 1% | Grocery Store |
| Vons #2167 | 81 | 1% | Grocery Store |
| Ronsin Photocopy, Inc. | 72 | 1% | Photocopy Manufacturer |
| Applebee's Neighborhood Grill | 50 | 1% | Restaurant |
| Home Goods #282 | 41 | 1% | Retail |
| Alliance Industrial Refrigeration | 75 | 1% | Industrial Refrigeration |
| XLB Dumpling Bar | 18 | 1% | Restaurant |
| TJ Maxx #682 | 53 | 1% | Retail |
| McDonald's | 54 | 1% | Fast-food |
| Fairway Injections Molds, Inc. | 43 | 1% | Manufacture Mold Bases |
| 24 Hour Fitness | 16 | 1% | Health Fitness Facility |
| Sodexo, Inc. | 56 | 1% | Food Service Management |

*Source: City of Walnut Finance Division
As of June 30, 2021*



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished Budget
Presentation Award*

PRESENTED TO

**City of Walnut
California**

For the Fiscal Year Beginning

July 01, 2021

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 2021-22 and 2022-23**

| | <u>2022-23 Budget</u> | <u>2021-22 Estimate</u> | <u>Increase/ (Decrease)</u> |
|---|-----------------------------|-----------------------------|---------------------------------|
| Revenues | | | |
| Non-Restricted Revenues | \$ 15,372,160 | \$ 13,821,213 | \$ 1,550,947 |
| Restricted Revenues | 8,592,840 | 15,495,330 | (6,902,490) |
| Walnut Housing Authority Revenues | 572,040 | 505,460 | 66,580 |
| Sub-total Revenues | <u>\$ 24,537,040</u> | <u>\$ 29,822,003</u> | <u>\$ (5,284,963)</u> |
| Transfer-in | <u>\$ 1,970,070</u> | <u>\$ 1,683,921</u> | <u>286,149</u> |
| Total Revenues | <u><u>\$ 26,507,110</u></u> | <u><u>\$ 31,505,924</u></u> | <u><u>\$ (4,998,814)</u></u> |
| Expenditures | | | |
| Personnel | \$ 6,664,510 | \$ 6,426,510 | 238,000 |
| Operations | 15,274,980 | 13,312,070 | 1,962,910 |
| Capital Outlay | 448,400 | 371,080 | 77,320 |
| Sub-total | <u>\$ 22,387,890</u> | <u>\$ 20,109,660</u> | <u>\$ 2,278,230</u> |
| Capital Projects | <u>\$ 9,381,050</u> | <u>\$ 1,943,676</u> | <u>7,437,374</u> |
| Transfers-out | 1,970,070 | 1,683,921 | 286,149 |
| Total Expenditures | <u><u>\$ 33,739,010</u></u> | <u><u>\$ 23,737,257</u></u> | <u><u>\$ 10,001,753</u></u> |
| Fund Balance | | | |
| Estimated Fund Balance at June 30 | \$ 43,469,039 | \$ 35,700,372 | 7,768,667 |
| Net change in Fund Balance | (7,231,900) | 7,768,667 | (15,000,567) |
| Estimated Fund Balance at 06.30.23 | <u><u>\$ 36,237,139</u></u> | <u><u>\$ 43,469,039</u></u> | <u><u>\$ (7,231,900)</u></u> |
| Use of Reserves | | | |
| Restricted Fund Balances | \$ 6,610,810 | \$ 511,330 | 6,099,480 |
| General Fund | - | - | - |
| Recreation Facility | 1,845,290 | 1,455,474 | 389,816 |
| Capital Equipment/Replacement | 477,180 | 146,650 | 330,530 |
| Facility Maintenance | - | 121,657 | (121,657) |
| OPEB Liability | 9,200 | 5,770 | 3,430 |
| Total Use of Reserves | <u><u>\$ 8,942,480</u></u> | <u><u>\$ 2,240,881</u></u> | <u><u>\$ 6,701,599</u></u> |

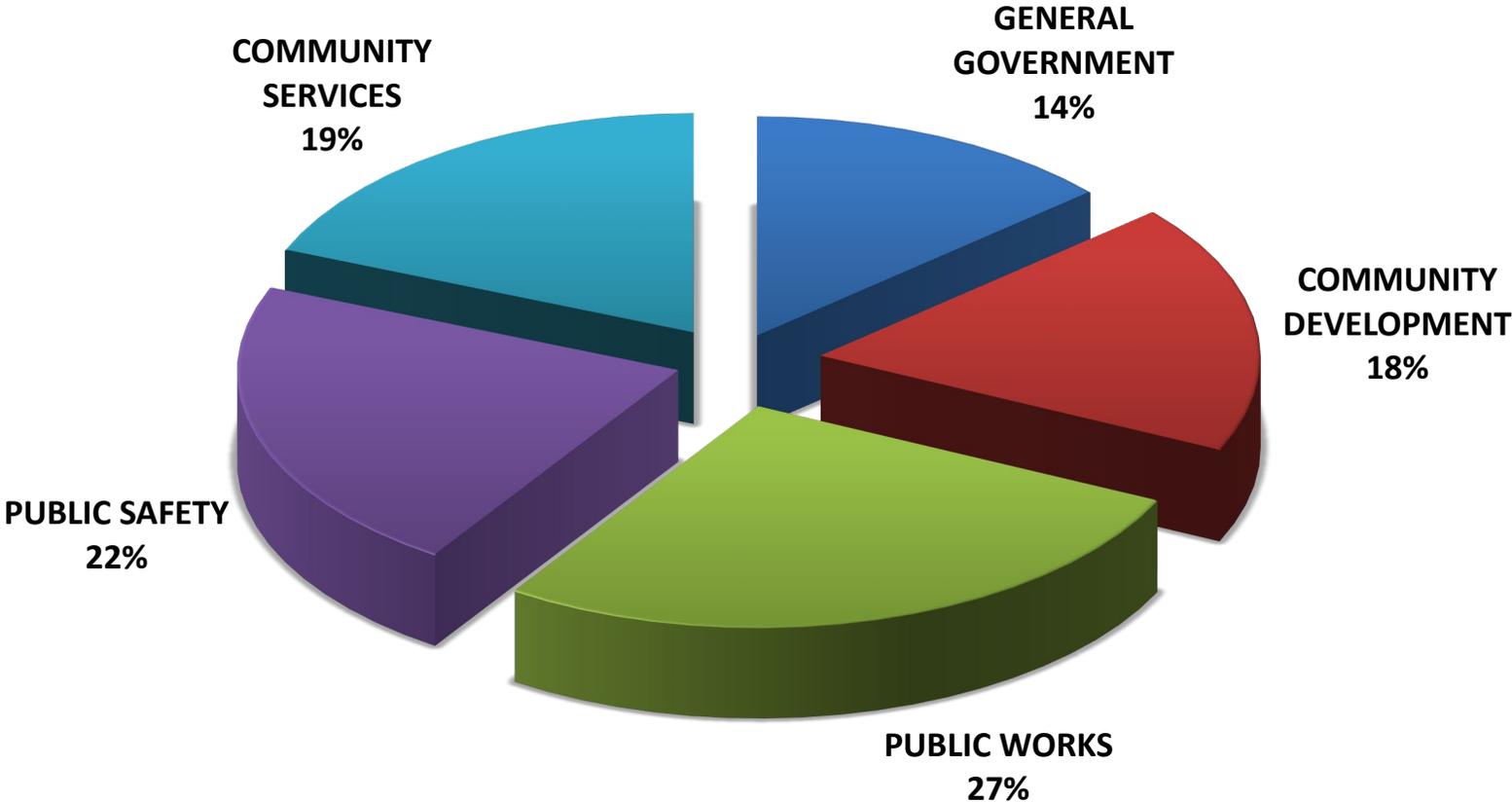
CITY OF WALNUT
2022-23
CONTINUING APPROPRIATIONS

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2022-23 APPROPRIATIONS SUMMARY

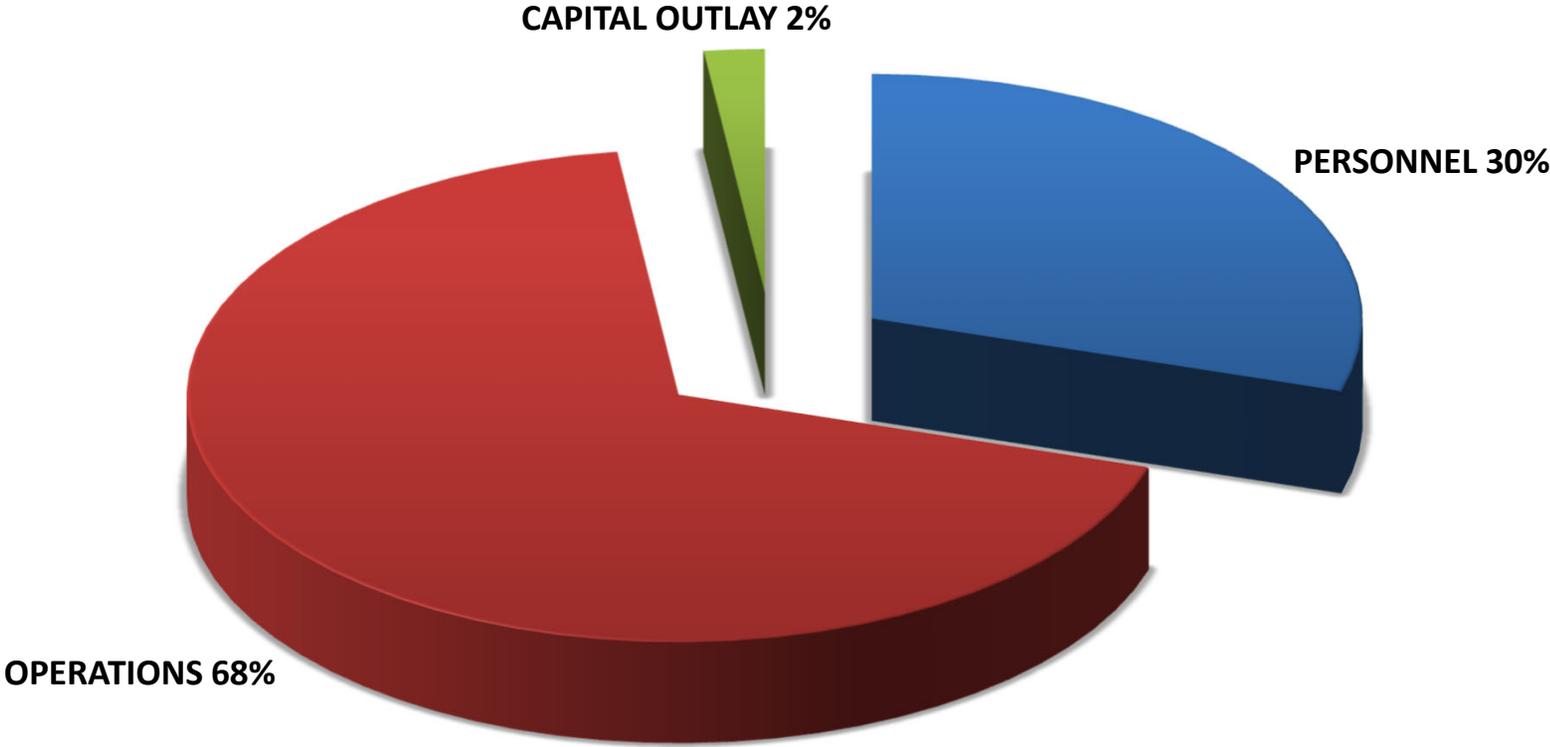
| ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
|--------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| <u>PERSONNEL</u> | | | | | |
| GENERAL GOVERNMENT | 1,724,477 | 1,802,820 | 1,932,230 | 1,864,780 | 1,925,040 |
| COMMUNITY DEVELOPMENT | 1,410,254 | 1,537,970 | 1,543,370 | 1,507,840 | 1,507,280 |
| PUBLIC WORKS | 781,314 | 829,910 | 829,910 | 817,150 | 887,260 |
| PUBLIC SAFETY | 160,863 | 170,920 | 170,920 | 137,920 | 192,340 |
| COMMUNITY SERVICES | 1,542,015 | 2,115,700 | 2,131,800 | 2,098,820 | 2,152,590 |
| TOTAL PERSONNEL | \$5,618,923 | \$6,457,320 | \$6,608,230 | \$6,426,510 | \$6,664,510 |
| <u>OPERATIONS</u> | | | | | |
| GENERAL GOVERNMENT | 932,045 | 982,490 | 808,860 | 1,053,340 | 1,028,180 |
| COMMUNITY DEVELOPMENT | 2,225,611 | 1,276,970 | 973,930 | 1,195,830 | 2,511,370 |
| PUBLIC WORKS | 4,661,608 | 4,751,440 | 3,209,040 | 4,799,820 | 4,965,350 |
| PUBLIC SAFETY | 4,213,120 | 4,534,770 | 3,308,150 | 4,425,020 | 4,701,250 |
| COMMUNITY SERVICES | 1,211,426 | 1,834,020 | 1,160,570 | 1,838,060 | 2,068,830 |
| TOTAL OPERATIONS | \$13,243,810 | \$13,379,690 | \$9,460,550 | \$13,312,070 | \$15,274,980 |
| <u>SUBTOTAL</u> | | | | | |
| GENERAL GOVERNMENT | 2,656,522 | 2,785,310 | 2,741,090 | 2,918,120 | 2,953,220 |
| COMMUNITY DEVELOPMENT | 3,635,865 | 2,814,940 | 2,517,300 | 2,703,670 | 4,018,650 |
| PUBLIC WORKS | 5,442,922 | 5,581,350 | 4,038,950 | 5,616,970 | 5,852,610 |
| PUBLIC SAFETY | 4,373,983 | 4,705,690 | 3,479,070 | 4,562,940 | 4,893,590 |
| COMMUNITY SERVICES | 2,753,441 | 3,949,720 | 3,292,370 | 3,936,880 | 4,221,420 |
| SUBTOTAL | \$18,862,733 | \$19,837,010 | \$16,068,780 | \$19,738,580 | \$21,939,490 |
| <u>CAPITAL</u> | | | | | |
| GENERAL GOVERNMENT | 23,474 | 25,000 | 90 | 75,000 | 100,000 |
| COMMUNITY DEVELOPMENT | 66,868 | 97,020 | 0 | 95,020 | 97,460 |
| PUBLIC WORKS | 201,037 | 201,060 | 97,750 | 201,060 | 250,940 |
| PUBLIC SAFETY | 0 | 0 | 0 | 0 | 0 |
| COMMUNITY SERVICES | 0 | 0 | 0 | 0 | 0 |
| TOTAL CAPITAL | \$291,379 | \$323,080 | \$97,840 | \$371,080 | \$448,400 |
| <u>TOTAL</u> | | | | | |
| GENERAL GOVERNMENT | 2,679,996 | 2,810,310 | 2,741,180 | 2,993,120 | 3,053,220 |
| COMMUNITY DEVELOPMENT | 3,702,733 | 2,911,960 | 2,517,300 | 2,798,690 | 4,116,110 |
| PUBLIC WORKS | 5,643,959 | 5,782,410 | 4,136,700 | 5,818,030 | 6,103,550 |
| PUBLIC SAFETY | 4,373,983 | 4,705,690 | 3,479,070 | 4,562,940 | 4,893,590 |
| COMMUNITY SERVICES | 2,753,441 | 3,949,720 | 3,292,370 | 3,936,880 | 4,221,420 |
| TOTAL | \$19,154,112 | \$20,160,090 | \$16,166,620 | \$20,109,660 | \$22,387,890 |

**EXPENDITURE SUMMARY
(ALL FUNDS)
FISCAL YEAR 2022-23**



**Total Budget
\$22,387,890**

EXPENDITURES BY CATEGORY FISCAL YEAR 2022-23



**Total Budget
\$22,387,890**

**CITY OF WALNUT
2020-21
STATEMENT OF FUND BALANCES**

| FUND NO. | FUND | 6/30/2020 ACTUAL FUND BAL. | 2020-21 ACTUAL REVENUE | 2020-21 ACTUAL PROJECTS | 2020-21 ACTUAL OPERATING | FUND TRANSFERS | 6/30/2021 ACTUAL FUND BAL. |
|----------|---------------------|----------------------------------|------------------------------|-------------------------------|--------------------------------|--|----------------------------------|
| 01 | GENERAL | 16,119,059 | 13,738,989 | 123,377 | 13,016,173 | (1) (2) (3) (4) 50,450 (36,321) (3,281,355) (2,000,000) | 11,451,272 |
| 02 | GAS TAX | 180,107 | 655,351 | - | 585,100 | - | 250,358 |
| 03 | RMRA | 201,947 | 506,317 | 744,111 | - | (2) 35,847 | - |
| 05 | TRAFFIC SAFETY | - | 35,859 | - | 81,149 | (2) 45,290 | - |
| 06 | PARK IMPROV | 273,542 | (920) | 49,226 | - | - | 223,396 |
| 07 | COPS | 369,173 | 157,118 | - | 77,937 | - | 448,354 |
| 08 | ARPA | - | 16 | 19,942 | - | (2) 19,942 | 16 |
| 09 | AIR QUALITY | 16,220 | 39,093 | - | 30,080 | - | 25,233 |
| 11 | WASTE MGMT | - | 50,450 | - | - | (1) (50,450) | - |
| 12 | CDBG | - | 309,555 | 158,338 | 151,217 | - | - |
| 13 | PROP C | 237,021 | 509,743 | 137,837 | - | - | 608,927 |
| 14 | BIKEWAY | - | 18,000 | 18,000 | - | - | - |
| 15 | LACMTA (STPL) | 6,965 | 2 | - | - | - | 6,967 |
| 16 | MEASURE R | 155,562 | 383,602 | 437,729 | - | - | 101,435 |
| 18 | LOSMD - Zone 9 | 503,083 | 666,618 | - | 672,567 | - | 497,134 |
| 19 | LOSMD | 54,446 | 1,730,401 | - | 1,985,415 | - | (200,568) |
| 20 | RECREATION FACILITY | 14,816,767 | - | 29,314 | - | - | 14,787,453 |
| 21 | MEASURE M | 346,036 | 434,242 | 100,171 | 340,705 | - | 339,402 |
| 23 | PROP A | 1,446,438 | 611,504 | 20,030 | 1,046,024 | - | 991,888 |
| 25 | CAP/EQUIP REP | 343,770 | - | 69,627 | 96,343 | (3) 1,640,677 | 1,818,477 |
| 26 | FACILITY MAINT | (1,103,410) | - | - | 415,611 | (3) 1,640,678 | 121,657 |
| 27 | PARK GRANTS | - | 34,843 | - | - | (2) (34,843) | - |
| 28 | MEASURE "A" (M&S) | - | 20,177 | - | 13,532 | (3) (6,645) | - |
| 29 | MEASURE "W" | - | 494,470 | 136,144 | 160,096 | (2) (23,270) | 174,960 |
| 31 | TRF CONGEST RELIEF | 106,336 | 100 | 23,208 | - | - | 83,228 |
| 32 | USED OIL GRANT | 8,321 | 5,000 | - | 8,321 | - | 5,000 |
| 33 | RECYCLING GRANT | 13,206 | - | - | 5,397 | - | 7,809 |
| 35 | CABLE TV-EDUC | 173,843 | 37,091 | - | 14,266 | - | 196,668 |
| 37 | MEASURE "A" (CAT 1) | - | - | - | - | - | - |
| 41 | WHA | - | 436,414 | - | 436,414 | - | - |
| 50 | GEN LIABILITY | 1,000,000 | - | - | - | - | 1,000,000 |
| 51 | OPEB LIABILITY | 744,176 | - | - | 4,232 | - | 739,944 |
| 52 | PENSION TRUST FUND | - | 21,362 | - | - | (4) 2,000,000 | 2,021,362 |
| Total | | 36,012,608 | 20,895,397 | 2,067,054 | 19,140,579 | - | 35,700,372 |

(1) Transfer funds to General Fund to match expenditures

(2) Transfer for deficit fund balance

(3) Transfer to prior year General Fund surplus

(4) Transfer to establish Pension Trust Fund (52)

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

| FUND NO. | FUND | 6/30/2021 ACTUAL FUND BAL. | 2021-22 ESTIMATED REVENUE | 2021-22 ESTIMATED PROJECTS | 2021-22 ESTIMATED OPERATING | FUND TRANSFERS | 6/30/2022 ESTIMATED FUND BAL. |
|----------|---------------------|----------------------------------|---------------------------------|----------------------------------|-----------------------------------|--|-------------------------------------|
| 01 | GENERAL | 11,451,272 | 13,800,213 | - | 14,014,370 | (1) (2) 1,456,757 20,070 | 12,713,942 |
| 02 | GAS TAX | 250,358 | 687,290 | - | 616,950 | - | 320,698 |
| 03 | RMRA | - | 576,000 | 500,000 | - | (2) (35,848) | 40,152 |
| 05 | TRAFFIC SAFETY | - | 34,500 | - | 70,220 | (2) 35,720 | - |
| 06 | PARK IMPROV | 223,396 | 1,417,610 | - | - | - | 1,641,006 |
| 07 | COPS | 448,354 | 161,710 | - | 90,330 | - | 519,734 |
| 08 | ARPA | 16 | 7,104,070 | 226,126 | 747,300 | (2) (19,942) | 6,110,718 |
| 09 | AIR QUALITY | 25,233 | 39,000 | - | 41,000 | - | 23,233 |
| 11 | WASTE MGMT | - | 51,000 | - | - | (1) (51,000) | - |
| 12 | CDBG | - | 108,330 | - | 108,330 | - | - |
| 13 | PROP C | 608,927 | 490,620 | 465,900 | - | - | 633,647 |
| 14 | BIKEWAY | - | 25,000 | 25,000 | - | - | - |
| 15 | LACMTA (STPL) | 6,967 | - | - | - | - | 6,967 |
| 16 | MEASURE R | 101,435 | 340,270 | - | - | - | 441,705 |
| 18 | LOSMD - Zone 9 | 497,134 | 670,530 | - | 771,920 | - | 395,744 |
| 19 | LOSMD | (200,568) | 1,727,700 | - | 2,094,250 | (2) 171,374 | (395,744) |
| 20 | RECREATION FACILITY | 14,787,453 | - | - | - | (1) (2) (1,284,100) (171,374) | 13,331,979 |
| 21 | MEASURE M | 339,402 | 420,420 | - | 340,460 | - | 419,362 |
| 23 | PROP A | 991,888 | 601,050 | - | 246,940 | - | 1,345,998 |
| 25 | CAP/EQUIP REP | 1,818,477 | - | 96,650 | 50,000 | - | 1,671,827 |
| 26 | FACILITY MAINT | 121,657 | - | - | - | (2) (121,657) | - |
| 27 | PARK GRANTS | - | 120,000 | 120,000 | - | (3) - | - |
| 28 | MEASURE "A" (M&S) | - | 285,000 | 260,000 | 25,000 | (3) - | - |
| 29 | MEASURE "W" | 174,960 | 500,230 | 250,000 | 205,000 | (3) - | 220,190 |
| 31 | TRF CONGEST RELIEF | 83,228 | 30 | - | - | - | 83,258 |
| 32 | USED OIL GRANT | 5,000 | 5,000 | - | 5,000 | - | 5,000 |
| 33 | RECYCLING GRANT | 7,809 | 7,810 | - | 7,810 | - | 7,809 |
| 35 | CABLE TV-EDUC | 196,668 | 37,160 | - | 78,550 | - | 155,278 |
| 37 | MEASURE "A" (CAT 1) | - | 85,000 | - | 85,000 | - | - |
| 41 | WHA | - | 505,460 | - | 505,460 | - | - |
| 50 | GEN LIABILITY | 1,000,000 | - | - | - | - | 1,000,000 |
| 51 | OPEB LIABILITY | 739,944 | - | - | 5,770 | - | 734,174 |
| 52 | PENSION TRUST FUND | 2,021,362 | 21,000 | - | - | - | 2,042,362 |
| | Total | 35,700,372 | 29,822,003 | 1,943,676 | 20,109,660 | - | 43,469,039 |

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

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

| FUND NO. | FUND | 6/30/2022 ESTIMATED FUND BAL. | 2022-23 ESTIMATED REVENUE | 2022-23 ESTIMATED PROJECTS | 2022-23 ESTIMATED OPERATING | FUND TRANSFERS | 6/30/2023 ESTIMATED FUND BAL. |
|----------|---------------------|-------------------------------|---------------------------|----------------------------|-----------------------------|----------------------------------|-------------------------------|
| 01 | GENERAL | 12,713,942 | 15,351,160 | - | 15,367,310 | (1) 1,393,360 (2) (71,780) | 14,019,372 |
| 02 | GAS TAX | 320,698 | 730,220 | 350,000 | 639,200 | - | 61,718 |
| 03 | RMRA | 40,152 | 630,250 | 600,000 | - | - | 70,402 |
| 05 | TRAFFIC SAFETY | - | 35,000 | - | 106,780 | (2) 71,780 | - |
| 06 | PARK IMPROV | 1,641,006 | 587,150 | 500,000 | - | - | 1,728,156 |
| 07 | COPS | 519,734 | 164,800 | - | 177,910 | - | 506,624 |
| 08 | ARPA | 6,110,718 | 19,100 | 4,778,870 | 659,000 | - | 691,948 |
| 09 | AIR QUALITY | 23,233 | 40,080 | - | 41,000 | - | 22,313 |
| 11 | WASTE MGMT | - | 53,000 | - | - | (1) (53,000) | - |
| 12 | CDBG | - | 127,370 | - | 127,370 | - | - |
| 13 | PROP C | 633,647 | 601,500 | 900,000 | - | - | 335,147 |
| 14 | BIKEWAY | - | 25,000 | 25,000 | - | - | - |
| 15 | LACMTA (STPL) | 6,967 | 20 | - | - | - | 6,987 |
| 16 | MEASURE R | 441,705 | 451,060 | 600,000 | - | - | 292,765 |
| 18 | LOSMD - Zone 9 | 395,744 | 703,530 | - | 788,990 | - | 310,284 |
| 19 | LOSMD | (395,744) | 1,728,380 | - | 2,147,850 | (2) 504,930 | (310,284) |
| 20 | RECREATION FACILITY | 13,331,979 | - | - | - | (1) (1,340,360) (2) (504,930) | 11,486,689 |
| 21 | MEASURE M | 419,362 | 510,960 | 200,000 | 364,000 | - | 366,322 |
| 23 | PROP A | 1,345,998 | 703,650 | - | 831,000 | - | 1,218,648 |
| 25 | CAP/EQUIP REP | 1,671,827 | - | 377,180 | 100,000 | - | 1,194,647 |
| 27 | PARK GRANTS | - | 680,000 | 680,000 | - | - | - |
| 28 | MEASURE "A" (M&S) | - | 170,000 | 120,000 | 50,000 | - | - |
| 29 | MEASURE "W" | 220,190 | 500,960 | 250,000 | 205,000 | - | 266,150 |
| 31 | TRF CONGEST RELIEF | 83,258 | 300 | - | - | - | 83,558 |
| 32 | USED OIL GRANT | 5,000 | - | - | 5,000 | - | - |
| 33 | RECYCLING GRANT | 7,809 | 7,690 | - | 7,690 | - | 7,809 |
| 35 | CABLE TV-EDUC | 155,278 | 37,820 | - | 103,550 | - | 89,548 |
| 37 | MEASURE "A" (CAT 1) | - | 85,000 | - | 85,000 | - | - |
| 41 | WHA | - | 572,040 | - | 572,040 | - | - |
| 50 | GEN LIABILITY | 1,000,000 | - | - | - | - | 1,000,000 |
| 51 | OPEB LIABILITY | 734,174 | - | - | 9,200 | - | 724,974 |
| 52 | PENSION TRUST FUND | 2,042,362 | 21,000 | - | - | - | 2,063,362 |
| | Total | 43,469,039 | 24,537,040 | 9,381,050 | 22,387,890 | - | 36,237,139 |

(1) Transfer funds to General Fund to match expenditures

(2) Transfer for deficit fund balance

**CITY OF WALNUT
2022-23
TEN-YEAR OPERATING REVENUE HISTORY**

| | 2011-12 | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 | 2017-18 | 2018-19 | 2019-20 | 2020-21 |
|------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| GENERAL FUND | | | | | | | | | | |
| Property Taxes | 5,347,081 | 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 |
| Other Taxes | 2,601,096 | 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 |
| Licenses & Permits | 763,810 | 551,180 | 754,434 | 785,402 | 961,562 | 1,829,914 | 805,839 | 895,015 | 669,135 | 932,146 |
| Use of Money | 385,069 | 182,529 | 487,104 | 427,323 | 404,421 | 420,190 | 688,512 | 1,180,012 | 1,048,627 | 382,657 |
| Revenue from Other Agencies | 91,462 | 24,157 | 146,166 | 145,339 | 22,377 | 26,157 | 49,026 | 22,132 | 458,286 | 660,194 |
| Recreation Services | 749,356 | 739,734 | 898,503 | 553,318 | 805,406 | 633,498 | 774,412 | 762,180 | 500,814 | 75,725 |
| Charges for Service | 349,384 | 387,614 | 452,467 | 395,802 | 844,546 | 413,787 | 429,479 | 436,331 | 745,866 | 541,827 |
| Other Revenue | 540,392 | 888,052 | 782,252 | 545,689 | 528,694 | 464,055 | 530,996 | 2,744,421 | 647,249 | 789,685 |
| Total General Fund | 10,827,650 | 11,175,067 | 12,295,858 | 11,946,824 | 13,181,811 | 13,062,553 | 12,777,997 | 15,931,360 | 14,029,399 | 13,738,989 |
| Gas Tax Fund | 914,524 | 738,976 | 1,022,814 | 826,255 | 662,200 | 578,194 | 604,248 | 592,465 | 665,782 | 655,351 |
| RMRA | - | - | - | - | - | - | 176,596 | 566,712 | 536,842 | 506,317 |
| Traffic Safety Fund | 252,218 | 256,611 | 266,498 | 171,894 | 206,391 | 103,801 | 135,293 | 98,668 | 79,710 | 35,859 |
| Park Improvement Fund | - | - | - | - | 998,454 | 297,630 | 119,090 | 38,910 | 237,211 | (920) |
| COPS Fund | 101,446 | 99,744 | 101,678 | 107,219 | 115,745 | 131,023 | 140,246 | 157,048 | 164,435 | 157,119 |
| ARPA Fund | - | - | - | - | - | - | - | - | - | 16 |
| Air Quality Management Fund | 36,856 | 35,204 | 38,490 | 37,817 | 38,682 | 38,492 | 38,533 | 39,505 | 38,599 | 39,093 |
| Waste Management Fund | 131,213 | 82,945 | 99,476 | 76,935 | 100,736 | 64,099 | 73,146 | 52,050 | 51,550 | 50,450 |
| Housing and Community Development | 183,446 | 130,017 | 239,871 | 138,393 | 129,793 | 187,935 | 113,837 | 83,853 | 102,042 | 309,555 |
| Prop C Transit Fund | 408,606 | 417,457 | 435,533 | 452,134 | 463,314 | 469,689 | 469,045 | 519,277 | 498,709 | 509,743 |
| Bikeway Fund | - | 20,000 | 18,000 | 24,280 | - | 38,910 | 20,060 | 21,490 | 14,800 | 18,000 |
| LACMTA Exchange | - | 151,000 | - | 498,000 | 836 | 523,578 | 635 | 1,759 | 157 | 3 |
| Measure R | 304,666 | 315,481 | 323,343 | 337,632 | 344,499 | 352,717 | 353,088 | 386,356 | 364,034 | 383,602 |
| Landscape & Open Space Maintenance | 2,395,881 | 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 |
| Recreation Facility | - | 350,000 | - | - | - | - | 12,487,410 | - | - | - |
| Measure M | - | - | - | - | - | - | 316,721 | 427,720 | 418,666 | 434,242 |
| Prop A Transit Fund | 479,426 | 504,090 | 513,347 | 536,468 | 552,155 | 563,266 | 568,032 | 655,422 | 626,280 | 611,504 |
| Capital Equipment Replacement Fund | - | - | 92,320 | - | 2,658 | 300 | - | - | 31,552 | - |
| State Park Grant Fund | 69,148 | 104,189 | 54,206 | 14,212 | 27,248 | 2,484 | 17,174 | 56,013 | - | 34,843 |
| Measure A (M&S) Fund | - | - | - | - | - | - | - | - | - | 20,178 |
| Measure W Fund | - | - | - | - | - | - | - | - | - | 494,471 |
| Traffic Congestion Relief Fund | - | - | - | - | - | - | 34,279 | 35,659 | 36,398 | 100 |
| Used Oil Recycling Grant Fund | 14,440 | 12,780 | 8,532 | 8,570 | 8,500 | 8,467 | 16,756 | 8,352 | 8,321 | 5,000 |
| General Recycling Grant Fund | 8,828 | 1,105 | 15,332 | 8,130 | 8,194 | 7,970 | 15,621 | 7,792 | 7,809 | - |
| Cable Television Education Fund | 30,227 | 27,129 | 29,071 | 28,480 | 28,404 | 32,465 | 34,765 | 40,883 | 41,775 | 37,091 |
| Walnut Improvement Agency Fund | 113,081 | - | - | - | - | - | - | - | - | - |
| Walnut Housing Authority Fund | 326,902 | 328,252 | 306,903 | 261,080 | 354,253 | 424,948 | 368,439 | 330,494 | 344,583 | 436,414 |
| Pension Trust Fund | - | - | - | - | - | - | - | - | - | 21,362 |
| Total All Funds | 16,598,558 | 17,288,318 | 18,140,449 | 17,633,977 | 19,333,400 | 19,153,858 | 31,262,324 | 22,664,807 | 20,676,469 | 20,895,397 |

**CITY OF WALNUT
2022-23
TEN-YEAR OPERATING EXPENDITURE HISTORY**

| | 2011-12 | 2012-13 | 2013-14 | 2014-15 | 2015-16 | 2016-17 | 2017-18 | 2018-19 | 2019-20 | 2020-21 |
|------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| GENERAL FUND | | | | | | | | | | |
| General Government | 3,520,211 | 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 |
| Community Development | 1,021,249 | 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 |
| Public Works | 708,316 | 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 |
| Public Safety | 3,340,604 | 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 |
| Community Services | 3,402,960 | 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 |
| Total General Fund | 11,993,340 | 10,587,938 | 11,424,296 | 11,793,903 | 12,582,343 | 12,704,181 | 12,533,840 | 12,754,187 | 13,067,089 | 13,016,173 |
| Gas Tax Fund | 640,481 | 679,262 | 699,174 | 692,497 | 822,841 | 830,254 | 686,152 | 669,199 | 491,856 | 585,100 |
| Traffic Safety Fund | 46,931 | 47,948 | 42,693 | 56,730 | 63,374 | 47,430 | 83,021 | 86,741 | 88,780 | 81,149 |
| COPS Fund | 48,636 | 107,802 | 126,260 | 99,444 | 65,883 | 97,639 | 83,746 | 80,725 | 90,197 | 77,937 |
| Air Quality Management Fund | 7,544 | 57,123 | 58,520 | 59,536 | 69,626 | 58,953 | 36,500 | 37,320 | 35,732 | 30,080 |
| Housing and Community Development | 183,446 | 130,017 | 239,871 | 138,393 | 129,793 | 187,933 | 113,839 | 83,852 | 102,042 | 151,217 |
| Prop C Transit Fund | 227,814 | 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 | 1,822,477 | 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 |
| Measure M | - | - | - | - | - | - | - | 116,418 | 325,052 | 340,705 |
| Prop A Transit Fund | 397,727 | 411,798 | 300,445 | 299,117 | 284,755 | 246,157 | 336,438 | 382,058 | 859,559 | 1,046,024 |
| Capital Equipment Replacement Fund | 3,625 | 100,051 | 171,489 | 114,253 | 198,486 | 96,620 | 260,133 | 16,644 | 34,048 | 96,343 |
| Facility Maintenance Fund | - | - | - | - | - | - | 397,065 | 431,337 | 443,377 | 415,611 |
| State Park Grant Fund | 69,148 | 69,320 | 54,206 | 27,560 | 13,900 | 13,000 | 47,826 | 14,844 | 34,843 | - |
| Measure A (M&S) | - | - | - | - | - | - | - | - | 20,178 | 13,532 |
| Measure W | - | - | - | - | - | - | - | - | 23,270 | 160,096 |
| Edward Byrne Justice Grant | - | - | - | - | - | - | - | - | - | - |
| Used Oil Recycling Grant Fund | 14,440 | 8,628 | 8,532 | 8,570 | 8,500 | 8,467 | 8,489 | 8,267 | 8,352 | 8,321 |
| General Recycling Grant Fund | 8,828 | 1,105 | 15,332 | 8,130 | 8,194 | 7,970 | 7,838 | 7,792 | 2,386 | 5,397 |
| Cable Television Education Fund | 24,315 | 2,421 | 4,362 | 43,464 | 44,708 | 3,550 | 13,046 | 4,552 | 74,081 | 14,266 |
| Walnut Improvement Agency Fund | 113,081 | - | - | - | - | - | - | - | - | - |
| Walnut Housing Authority Fund | 326,902 | 328,252 | 306,903 | 261,080 | 266,068 | 296,857 | 334,716 | 330,494 | 344,583 | 436,414 |
| Other Post-Employment Benefits | 232 | 307 | 908 | 2,281 | 2,866 | 2,682 | 2,978 | 3,391 | 4,047 | 4,232 |
| Total All Funds | 15,928,967 | 15,140,527 | 15,990,798 | 15,926,647 | 17,050,614 | 17,314,565 | 17,547,028 | 17,434,398 | 18,524,958 | 19,140,580 |

CITY OF WALNUT
FUND STRUCTURE
2022-23

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)

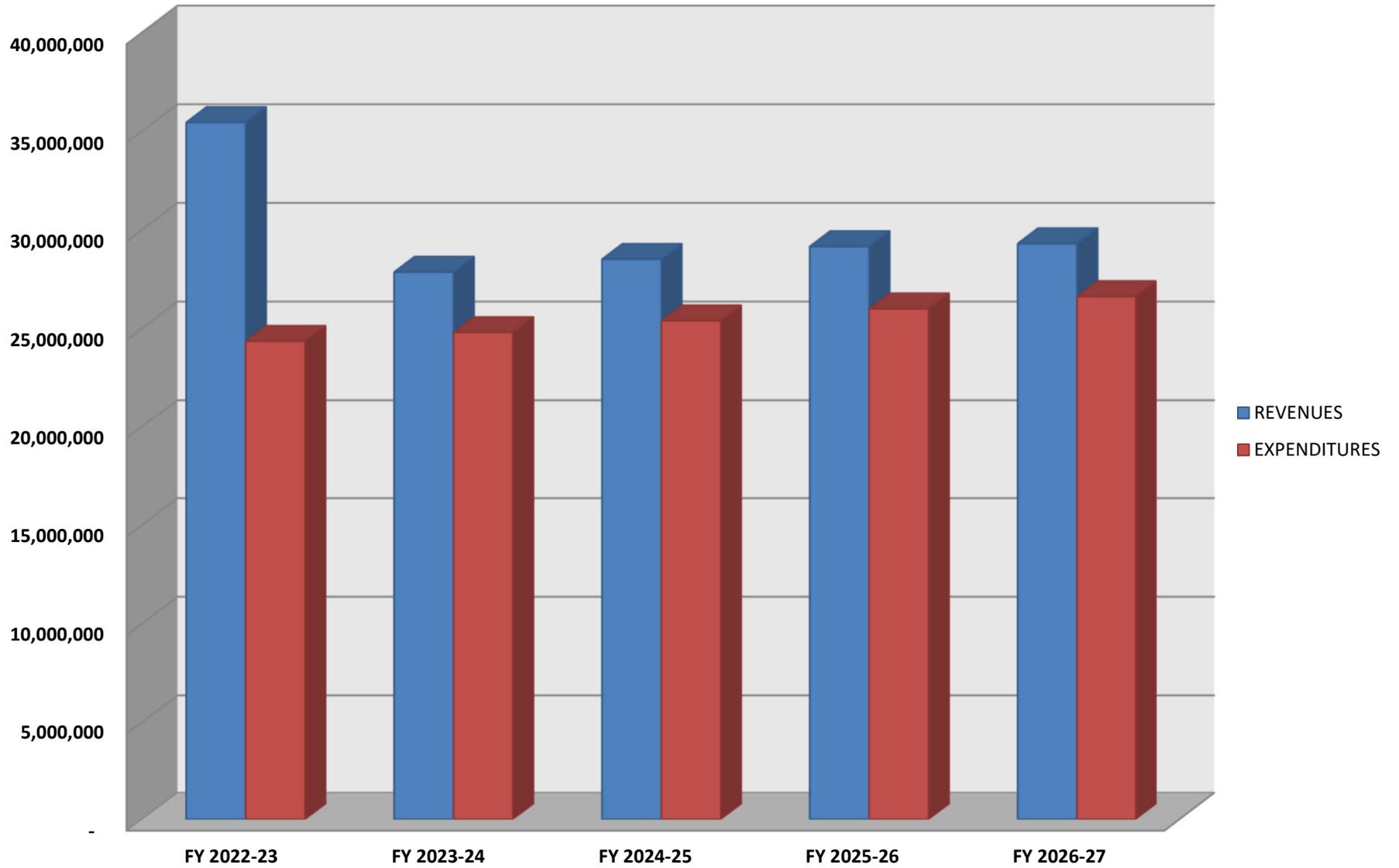
The COPS Fund accounts for the distribution of funds to local agencies on a per-capita basis for the purpose of first-line law enforcement services. AB 3229 authorized this distribution in July of 1996.

- 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 Stimulus Fund**
The Federal Stimulus Fund accounts for funds received from the American Recovery and Reinvestment Act of 2009 (ARRA) to fund capital projects.
- 18 **LOSMD Zone 9 Assessment Fund**
The LOSMD Zone 9 Assessment 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
2022-23
FIVE-YEAR PROJECTION OF REVENUES**

| | 2022-23 | 2023-24 | 2024-25 | 2025-26 | 2026-27 |
|---------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| GENERAL REVENUE | | | | | |
| Property Taxes (1) | \$ 7,940,000 | \$ 8,178,200 | \$ 8,423,546 | \$ 8,676,252 | \$ 8,936,540 |
| Other Taxes (2) | 3,811,420 | 3,855,940 | 3,929,382 | 4,004,352 | 4,080,879 |
| Licenses & Permits (3) | 1,306,830 | 902,580 | 924,893 | 948,321 | 972,920 |
| Use of Money (4) | 415,420 | 779,690 | 880,293 | 961,677 | 1,023,876 |
| Revenue From Other Agencies | 393,300 | 43,300 | 43,300 | 43,300 | 43,300 |
| Recreation Services | 785,000 | 823,000 | 823,000 | 823,000 | 823,000 |
| Charges for Service | 563,090 | 563,090 | 563,090 | 563,090 | 563,090 |
| Other Revenue | 136,100 | 179,589 | 182,132 | 184,751 | 187,449 |
| TOTAL: | \$ 15,351,160 | \$ 15,325,389 | \$ 15,769,635 | \$ 16,204,744 | \$ 16,631,055 |
| RESTRICTED REVENUE | | | | | |
| Revenue From Other Agencies (5) | \$ 6,035,410 | \$ 5,219,291 | \$ 5,315,222 | \$ 5,413,247 | \$ 5,513,416 |
| Use of Money & Property | 58,320 | 49,572 | 42,136 | 35,816 | 30,443 |
| Fines & Other Revenue | 660,240 | 650,940 | 651,705 | 652,485 | 153,281 |
| Assessments | 2,431,910 | 2,431,910 | 2,431,910 | 2,431,910 | 2,431,910 |
| TOTAL: | \$ 9,185,880 | \$ 8,351,713 | \$ 8,440,973 | \$ 8,533,459 | \$ 8,129,050 |
| TOTAL REVENUE: | \$ 24,537,040 | \$ 23,677,102 | \$ 24,210,608 | \$ 24,738,202 | \$ 24,760,105 |
| Transfer In | \$ 1,970,070 | \$ 2,028,642 | \$ 2,088,961 | \$ 2,151,078 | \$ 2,215,048 |
| Fund Balance Applied: | | | | | |
| General Fund | \$ - | \$ - | \$ - | \$ - | \$ - |
| Recreation Facility | \$ 1,845,290 | \$ 1,900,649 | \$ 1,957,668 | \$ 2,016,398 | \$ 2,076,890 |
| Capital Equipment/Replacement | \$ 477,180 | \$ 100,000 | \$ 100,000 | \$ 100,000 | \$ 100,000 |
| OPEB Liability | \$ 9,200 | \$ 8,000 | \$ 8,000 | \$ 8,000 | \$ 8,000 |
| Restrictd Fund Balances | \$ 6,610,810 | \$ 145,000 | \$ 145,000 | \$ 145,000 | \$ 145,000 |
| Balance Applied: | \$ 8,942,480 | \$ 2,153,649 | \$ 2,210,668 | \$ 2,269,398 | \$ 2,329,890 |
| TOTAL RESOURCES: | \$ 35,449,590 | \$ 27,859,393 | \$ 28,510,237 | \$ 29,158,679 | \$ 29,305,043 |

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

Assumptions:

FIVE-YEAR PROJECTION OF EXPENDITURES

| | 2022-23 | 2023-24 | 2024-25 | 2025-26 | 2026-27 |
|----------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| GENERAL GOVERNMENT | | | | | |
| Personnel | 1,925,040 | 1,982,791 | 2,042,275 | 2,103,543 | 2,166,649 |
| Operations (1) | 1,028,180 | 1,055,765 | 1,084,182 | 1,113,460 | 1,143,627 |
| Capital | 100,000 | - | - | - | - |
| TOTAL: | 3,053,220 | 3,038,556 | 3,126,457 | 3,217,003 | 3,310,276 |
| COMM. DEVELOPMENT | | | | | |
| Personnel | 1,507,280 | 1,552,498 | 1,599,073 | 1,647,046 | 1,696,457 |
| Operations | 2,511,370 | 2,561,597 | 2,612,829 | 2,665,086 | 2,718,388 |
| Capital | 97,460 | 96,000 | 96,000 | 96,000 | 96,000 |
| TOTAL: | 4,116,110 | 4,210,096 | 4,307,903 | 4,408,131 | 4,510,845 |
| PUBLIC WORKS | | | | | |
| Personnel | 887,260 | 913,878 | 941,294 | 969,533 | 998,619 |
| Operations | 4,965,350 | 5,060,657 | 5,157,870 | 5,257,028 | 5,358,168 |
| Capital | 250,940 | 153,605 | 156,323 | 156,323 | 156,323 |
| TOTAL: | 6,103,550 | 6,128,140 | 6,255,488 | 6,382,884 | 6,513,110 |
| PUBLIC SAFETY | | | | | |
| Personnel | 192,340 | 198,110 | 204,054 | 210,175 | 216,480 |
| Operations (2) | 4,701,250 | 4,872,188 | 5,019,672 | 5,171,696 | 5,328,404 |
| Capital | - | - | - | - | - |
| TOTAL: | 4,893,590 | 5,070,298 | 5,223,725 | 5,381,871 | 5,544,884 |
| COMMUNITY SERVICES | | | | | |
| Personnel | 2,152,590 | 2,217,168 | 2,283,683 | 2,352,193 | 2,422,759 |
| Operations | 2,068,830 | 2,110,207 | 2,110,207 | 2,110,207 | 2,110,207 |
| Capital | - | - | - | - | - |
| TOTAL: | 4,221,420 | 4,327,374 | 4,393,889 | 4,462,400 | 4,532,966 |
| Transfer Out | 1,970,070 | 2,028,642 | 2,088,961 | 2,151,078 | 2,215,048 |
| TOTAL EXPENDITURES: | 24,357,960 | 24,803,106 | 25,396,423 | 26,003,367 | 26,627,129 |

EXCLUDES CAPITAL PROJECTS PROGRAM

Assumptions:

Personnel:

- (1) FY 2022-23 4% COLA for employees

Operations:

- (1) Liability & Property Insurance 4% increase
- (2) Public Safety Operations 3% increase per year

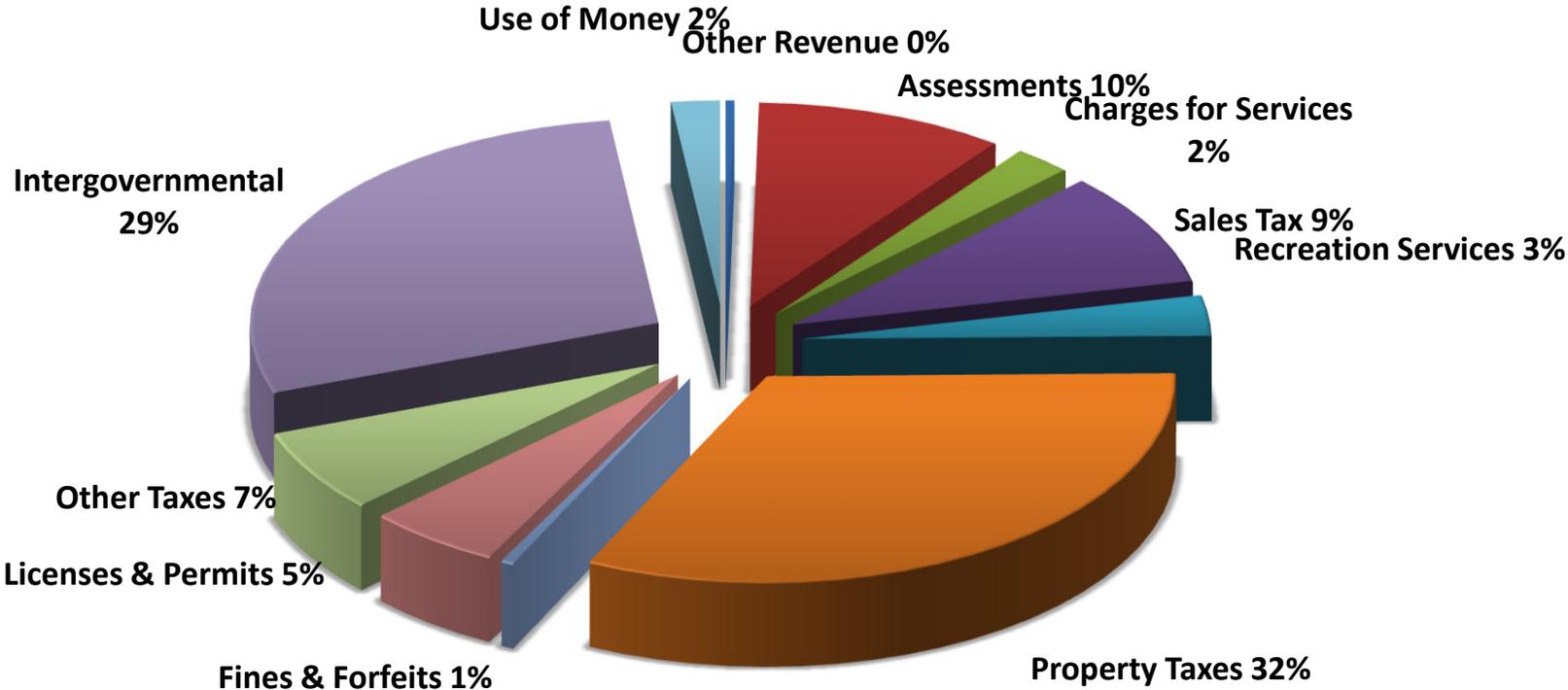
All other expenditures except as noted 2% increase.

**CITY OF WALNUT
2022-23 PERSONNEL SUMMARY**

| | 2020-21 | 2021-22 | 2022-23 |
|-------------------------------------|--------------|--------------|--------------|
| <u>GENERAL GOVERNMENT</u> | | | |
| 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 | 1.90 |
| Finance | 5.15 | 5.15 | 5.15 |
| Computer Services | 0.35 | 0.35 | 0.35 |
| Administrative Services | 2.04 | 1.92 | 1.92 |
| TOTAL GENERAL GOVERNMENT | 11.19 | 11.07 | 11.07 |
| <u>COMMUNITY DEVELOPMENT</u> | | | |
| Planning | 4.10 | 4.55 | 2.88 |
| Code Enforcement | 2.50 | 1.90 | 2.10 |
| Building & Safety | 0.45 | 0.45 | 0.25 |
| Economic Development | 0.00 | 0.00 | 0.28 |
| Prop "A" Administration | 0.70 | 0.25 | 0.25 |
| Dial-A-Cab | 0.00 | 0.13 | 0.13 |
| Metrolink | 0.13 | 0.13 | 0.13 |
| WHA Administration | 1.93 | 1.93 | 2.13 |
| WHA Housing Monitoring | 0.00 | 0.60 | 0.80 |
| TOTAL COMMUNITY DEVELOPMENT | 9.80 | 9.93 | 8.93 |
| <u>PUBLIC WORKS</u> | | | |
| Environmental Services | 0.70 | 0.70 | 0.70 |
| Street Right-of-Way Maintenance | 2.15 | 2.15 | 2.15 |
| LOSMD/Public Works Admin | 2.05 | 2.05 | 2.05 |
| Building Maintenance | 0.80 | 0.80 | 0.80 |
| TOTAL PUBLIC WORKS | 5.70 | 5.70 | 5.70 |
| <u>PUBLIC SAFETY</u> | | | |
| Public Safety Administration | 0.25 | 0.25 | 0.25 |
| Business License Enforcement | 0.25 | 0.25 | 0.25 |
| Vehicle Code Fines | 0.50 | 0.50 | 0.50 |
| COPS | 0.01 | 0.01 | 0.01 |
| TOTAL PUBLIC SAFETY | 1.01 | 1.01 | 1.01 |
| <u>COMMUNITY SERVICES</u> | | | |
| Recreation Administration | 1.50 | 1.50 | 1.50 |
| Parks Maintenance | 4.10 | 4.10 | 4.10 |
| Equestrian Trail Maintenance | 0.70 | 0.70 | 0.70 |
| Special Events | 0.35 | 0.35 | 0.35 |
| Excursions | 0.35 | 0.35 | 0.35 |
| Sports & Gymnasiums | 1.00 | 1.00 | 1.00 |
| Recreation Classes | 0.30 | 0.30 | 0.30 |
| Senior Citizens Center | 1.00 | 1.00 | 1.00 |
| Teen Center | 1.00 | 1.00 | 1.00 |
| TOTAL COMMUNITY SERVICES | 10.30 | 10.30 | 10.30 |
| TOTAL FULL-TIME POSITIONS | 38.00 | 38.00 | 37.00 |

Revenues

Revenue Summary (ALL FUNDS) Fiscal Year 2022-23



**Total Revenue Budget
\$24,537,040**

CITY OF WALNUT
2022-23 REVENUE BUDGET BY FUND

| ACCOUNT NUMBER AND DESCRIPTION | 2020-21 | 2021-22 | | 2022-23 |
|--|------------------|------------------|------------------|------------------|
| | ACTUAL | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| PROPERTY TAXES | | | | |
| 01-3010 PROPERTY TAXES | 6,962,461 | 6,995,000 | 7,590,000 | 7,940,000 |
| TOTAL PROPERTY TAXES | 6,962,461 | 6,995,000 | 7,590,000 | 7,940,000 |
| OTHER TAXES | | | | |
| 01-3100 SALES & USE TAX | 1,946,958 | 1,900,000 | 2,170,000 | 2,210,000 |
| 01-3110 PUBLIC SAFETY AUGMENTATION FUND | 197,795 | 186,400 | 207,000 | 210,000 |
| 01-3120 FRANCHISE TAX | 958,206 | 942,000 | 969,000 | 986,000 |
| 01-3130 BUSINESS LICENSE TAX | 119,228 | 122,000 | 127,700 | 151,420 |
| 01-3140 REALTY STAMP TAX (DOC TRANSFER) | 154,367 | 127,000 | 230,000 | 236,000 |
| 01-3150 DEVELOPMENT TAX | 17,740 | 12,000 | 18,000 | 18,000 |
| TOTAL OTHER TAXES | 3,394,294 | 3,289,400 | 3,721,700 | 3,811,420 |
| LICENSES & PERMITS | | | | |
| 01-3200 PARKING PERMITS | 2,085 | 2,500 | 2,500 | 2,500 |
| 01-3205 FILM PERMITS | 500 | 500 | 500 | 500 |
| 01-3220 BUILDING & SAFETY - FULL PLAN CHECK | 247,775 | 225,000 | 350,000 | 425,000 |
| 01-3230 BUILDING & SAFETY - STANDARD PLAN CHECK | 25,071 | 125,000 | 0 | 0 |
| 01-3240 BUILDING & SAFETY - PERMITS | 628,041 | 425,000 | 675,000 | 850,000 |
| 01-3250 GRADING & STREET PERMITS | 8,259 | 6,000 | 6,000 | 6,000 |
| 01-3260 CONDITIONAL USE PERMITS | 15,200 | 7,600 | 3,800 | 17,430 |
| 01-3270 STRONG MOTION INSTRUM FEE | 146 | 200 | 200 | 200 |
| 01-3271 STATE BLDG STD FUNDS | 108 | 200 | 400 | 200 |
| 01-3272 DISABILITY ACCESS & EDUCATION FUND | 4,962 | 4,000 | 5,800 | 5,000 |
| TOTAL LICENSES & PERMITS | 932,146 | 796,000 | 1,044,200 | 1,306,830 |
| FINES, FORFEITS, & PENALTIES | | | | |
| 01-3300 CODE FINES | 13,743 | 9,000 | 16,000 | 82,300 |
| 01-3305 FALSE ALARM FINES | 4,495 | 4,000 | 2,500 | 2,340 |
| 01-3306 ACCOUNT RECEIVABLE & FALSE ALARM COLLECTIONS | 424 | 500 | 900 | 500 |
| 01-3311 IMPOUND SERVICE FEE | 4,371 | 4,000 | 3,000 | 3,000 |
| TOTAL FINES, FORFEITS, & PENALTIES | 23,033 | 17,500 | 22,400 | 88,140 |
| USE OF MONEY & PROPERTY | | | | |
| 01-3400 INTEREST INCOME | 7,652 | 203,870 | 14,000 | 16,500 |
| 01-3410 RENTAL OF CITY HALL OFFICES | 1,920 | 1,920 | 1,920 | 1,920 |
| 01-3420 TELECOMMUNICATION LEASE | 373,085 | 378,800 | 382,000 | 397,000 |
| TOTAL USE OF MONEY & PROPERTY | 382,657 | 584,590 | 397,920 | 415,420 |
| REVENUE FROM OTHER AGENCIES | | | | |
| 01-3500 STATE MOTOR VEHICLE IN-LIEU TAX | 21,951 | 24,000 | 34,460 | 35,000 |
| 01-3510 STATE HOMEOWNERS EXEMPTION | 7,931 | 8,000 | 8,000 | 8,000 |
| 01-3511 STATE HIGHWAY RENTAL FEES | 312 | 400 | 290 | 300 |
| 01-3558 PROPOSITION "A" TRANSFER | 630,000 | 0 | 0 | 350,000 |
| 01-3614 BSEP GRANT - BUS STOP PROGRAM | 0 | 0 | 0 | 0 |
| 01-3623 PROPOSITION 68 | 0 | 0 | 0 | 0 |
| TOTAL REVENUE FROM OTHER AGENCIES | 660,194 | 32,400 | 42,750 | 393,300 |

**CITY OF WALNUT
2022-23 REVENUE BUDGET BY FUND**

| ACCOUNT NUMBER AND DESCRIPTION | 2020-21 | 2021-22 | | 2022-23 |
|--|----------------|----------------|----------------|-----------------|
| | ACTUAL | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| RECREATION SERVICES | | | | |
| 01-3641 TEEN CENTER EXCURSIONS | 0 | 3,500 | 0 | 3,500 |
| 01-3642 TEEN CENTER SNACK BAR SALES-TAXABLE | 324 | 15,500 | 15,500 | 15,500 |
| 01-3644 TEEN CENTER SPECIAL EVENTS | 211 | 3,000 | 1,000 | 1,000 |
| 01-3645 TEEN CENTER MEMBERSHIP | 0 | 19,000 | 26,175 | 25,000 |
| 01-3649 CAMP PROGRAMS | 7,218 | 12,000 | 12,000 | 12,000 |
| 01-3651 SENIOR EXCURSIONS | 0 | 45,000 | 10,000 | 45,000 |
| 01-3653 SENIOR BINGO DONATIONS | 0 | 3,150 | 3,150 | 4,200 |
| 01-3654 SENIOR SPECIAL EVENTS | 325 | 15,000 | 1,000 | 15,000 |
| 01-3655 SENIOR CLASSES | 2,372 | 15,000 | 3,300 | 15,000 |
| 01-3690 SPECIAL EVENTS | 17,840 | 16,000 | 11,849 | 16,000 |
| 01-3691 AQUATICS | 4,901 | 120,000 | 42,464 | 120,000 |
| 01-3692 EXCURSIONS | 0 | 58,800 | 10,000 | 58,800 |
| 01-3693 SPORTS LEAGUES | 32,842 | 323,500 | 210,000 | 323,500 |
| 01-3694 RECREATION CLASSES | 6,642 | 94,500 | 60,000 | 94,500 |
| 01-3696 REFEREE SERVICE FEE | 0 | 19,000 | 19,000 | 19,000 |
| 01-3697 REGISTRATION FEES | 3,052 | 17,000 | 17,000 | 17,000 |
| TOTAL RECREATION SERVICES | 75,725 | 779,950 | 442,438 | 785,000 |
| CHARGES FOR CURRENT SERVICES | | | | |
| 01-3700 SITE PLAN REVIEW FEES | 90,036 | 75,000 | 75,000 | 263,340 |
| 01-3710 GENERAL PLAN AMENDMENTS | 0 | 0 | 3,500 | 7,600 |
| 01-3711 GENERAL PLAN MAINTENANCE FEE | 45,972 | 30,000 | 30,000 | 35,000 |
| 01-3730 VARIANCE APPLICATION FEES | 0 | 0 | 0 | 0 |
| 01-3740 SALE OF MAPS & PUBLICATIONS | 400 | 500 | 500 | 500 |
| 01-3745 INDUSTRIAL WASTE INSPECTION FEES | 74,233 | 60,000 | 60,000 | 60,000 |
| 01-3750 PUBLIC WORKS INSPECTION FEES | 142,620 | 85,000 | 75,000 | 85,000 |
| 01-3760 PUBLIC WORKS PLAN CHECKING FEES | 131,462 | 75,000 | 40,000 | 75,000 |
| 01-3780 PARKS & RECREATION USE FEES | 0 | 5,000 | 9,000 | 16,000 |
| 01-3783 GYM/TEEN FACILITY USE FEES | 0 | 11,000 | 0 | 0 |
| 01-3790 SENIOR CENTER USE FEES | 0 | 500 | 0 | 500 |
| 01-3791 ANIMAL LICENSE SALES | 56,954 | 45,000 | 20,000 | 20,000 |
| 01-3795 CANDIDATE FILING FEES | 150 | 0 | 0 | 150 |
| TOTAL CHARGES FOR CURRENT SERVICES | 541,827 | 387,000 | 313,000 | 563,090 |
| OTHER REVENUES | | | | |
| 01-3800 SA REIMBURSEMENT | 0 | 0 | 0 | 0 |
| 01-3805 RISK MANAGEMENT CLAIMS REIMBURSEMENT | 0 | 0 | 0 | 0 |
| 01-3810 WORKERS' COMP REIMBURSEMENT | 0 | 0 | 0 | 0 |
| 01-3811 GENERAL LIABILITY CLAIMS REIMBURSEMENT | 0 | 0 | 0 | 0 |
| 01-3819 WALNUT HISTORICAL BOOK | 68 | 0 | 0 | 0 |
| 01-3820 MISCELLANEOUS REVENUES | 7,060 | 25,000 | 5,000 | 5,000 |
| 01-3822 MISCELLANEOUS DONATIONS | 0 | 0 | 500 | 0 |
| 01-3827 SENIOR CENTER DONATIONS | 600 | 0 | 600 | 0 |
| 01-3828 PASSPORT EXECUTION FEES | 0 | 14,000 | 9,000 | 14,000 |
| 01-3833 METROLINK PASSES | 206 | 0 | 200 | 200 |
| 01-3834 EZ PASSES | 0 | 0 | 0 | 100 |
| 01-3835 BUS PASSES | 28 | 900 | 900 | 900 |

**CITY OF WALNUT
2022-23 REVENUE BUDGET BY FUND**

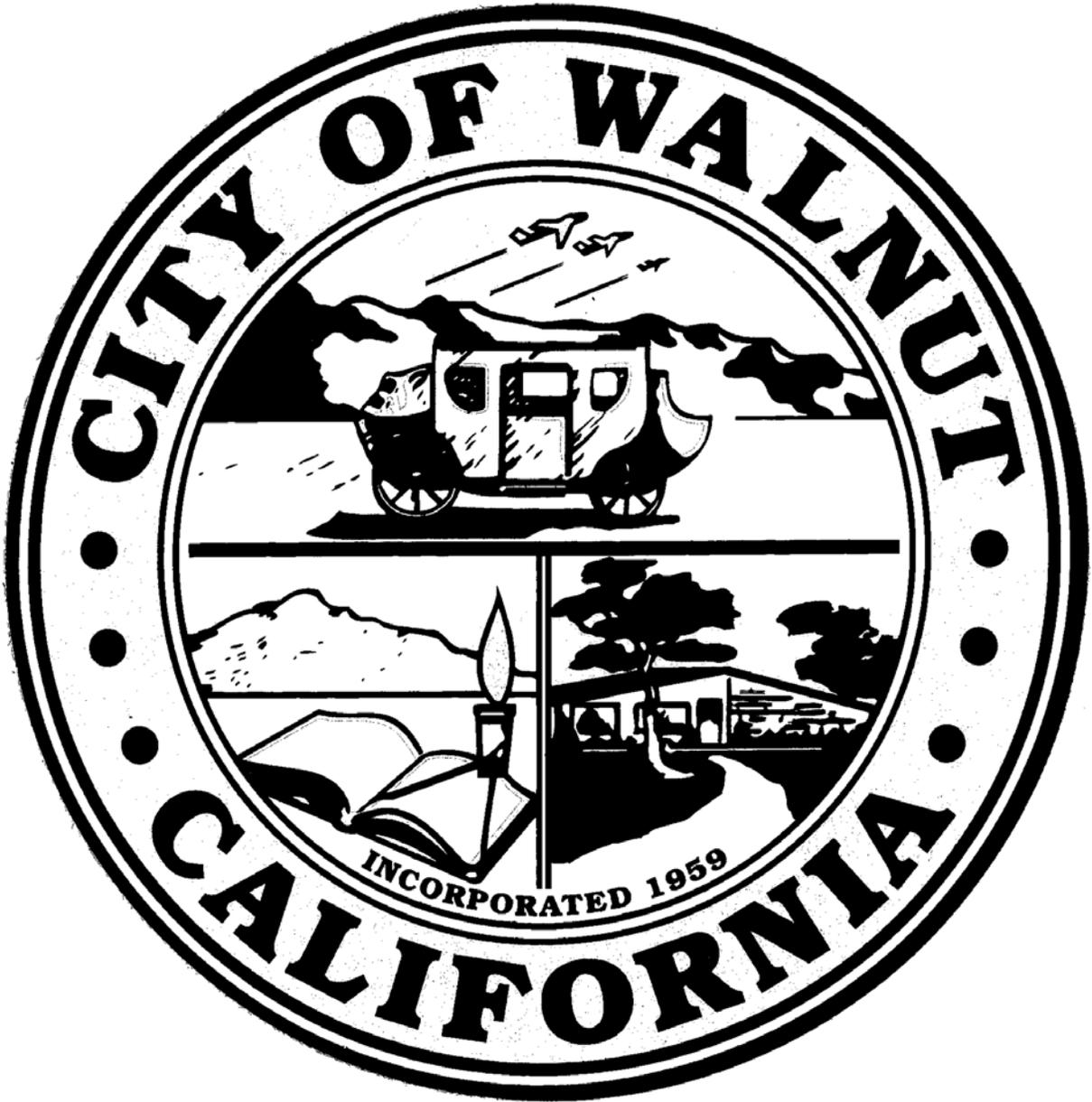
| ACCOUNT NUMBER AND DESCRIPTION | 2020-21 | 2021-22 | | 2022-23 |
|---|-------------------|-------------------|-------------------|-------------------|
| | ACTUAL | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| OTHER REVENUES (Continued) | | | | |
| 01-3840 FAMILY FESTIVAL REVENUES | 0 | 24,320 | 20,845 | 20,000 |
| 01-3845 FIREWORKS SHOW | 0 | 0 | 0 | 0 |
| 01-3855 TEEN CENTER MISCELLANEOUS REVENUE | 0 | 0 | 0 | 0 |
| 01-3856 TEEN CENTER DONATIONS | 0 | 0 | 0 | 0 |
| 01-3870 APPEALS | 1,520 | 0 | 0 | 0 |
| 01-3871 EASEMENT FEES | 250,000 | 0 | 0 | 0 |
| 01-3872 STATE MANDATED COST REIMBURSEMENT | 0 | 0 | 0 | 0 |
| 01-3873 MT. SAC PARKING METERS | 0 | 2,000 | 260 | 260 |
| 01-3876 MT. SAC TICKET SALES REIMBURSEMENT | 0 | 0 | 0 | 0 |
| 01-3877 DISASTER REIMBURSEMENT | 369,537 | 0 | 0 | 0 |
| 01-3900 SURPLUS PROPERTY SALE | 0 | 500 | 6,400 | 500 |
| 01-3960 SEWER REIMBURSEMENT | 3,779 | 0 | 0 | 0 |
| 01-3962 SEWER REIMBURSEMENT - GARTEL & FUERTE | 8,281 | 2,000 | 16,100 | 2,000 |
| 01-3970 MISCELLANEOUS REIMBURSEMENT | 125,573 | 200,400 | 166,000 | 5,000 |
| TOTAL OTHER REVENUES | 766,651 | 269,120 | 225,805 | 47,960 |
| TOTAL GENERAL FUND (01) | 13,738,989 | 13,150,960 | 13,800,213 | 15,351,160 |
| 02-3400 INTEREST INCOME | 593 | 2,580 | 290 | 220 |
| 02-3560 2107.5 GAS TAX | 6,000 | 6,000 | 6,000 | 6,000 |
| 02-3565 2105 GAS TAX | 152,478 | 175,000 | 170,000 | 180,000 |
| 02-3570 2106 GAS TAX | 90,274 | 103,000 | 96,000 | 100,000 |
| 02-3580 2107 GAS TAX | 206,329 | 209,000 | 200,000 | 210,000 |
| 02-3585 2103 GAS TAX | 199,678 | 200,000 | 215,000 | 234,000 |
| TOTAL GAS TAX FUND (02) | 655,351 | 695,580 | 687,290 | 730,220 |
| 03-3400 INTEREST INCOME | (1,501) | 670 | 0 | 250 |
| 03-3590 ROAD MAINTENANCE REHAB ACCT | 507,818 | 570,000 | 576,000 | 630,000 |
| TOTAL RMRA FUND (03) | 506,317 | 570,670 | 576,000 | 630,250 |
| 05-3310 VEHICLE CODE FINES | 29,661 | 96,230 | 30,000 | 30,000 |
| 05-3330 VEHICLE CODE FINES - COUNTY | 6,198 | 8,000 | 4,500 | 5,000 |
| TOTAL TRAFFIC SAFETY FUND (05) | 35,859 | 104,230 | 34,500 | 35,000 |
| 06-3160 PARK IN-LIEU FEES | 0 | 1,013,200 | 1,417,220 | 580,050 |
| 06-3400 INTEREST INCOME | (920) | 11,570 | 390 | 7,100 |
| TOTAL PARK IMPROVEMENT FUND (06) | (920) | 1,024,770 | 1,417,610 | 587,150 |
| 07-3400 INTEREST INCOME | 392 | 2,590 | 410 | 1,800 |
| 07-3515 COPS | 156,727 | 156,000 | 161,300 | 163,000 |
| TOTAL COPS FUND (07) | 157,119 | 158,590 | 161,710 | 164,800 |
| 08-3400 INTEREST INCOME | 16 | 0 | 2,770 | 19,100 |
| 08-3877 AMERICAN RESCUE PLAN ACT | 0 | 1,583,090 | 7,101,300 | 0 |
| TOTAL ARPA FUND (08) | 16 | 1,583,090 | 7,104,070 | 19,100 |
| 09-3400 INTEREST INCOME | 12 | 80 | 0 | 80 |
| 09-3597 AIR QUALITY IMPROVEMENT | 39,081 | 36,900 | 39,000 | 40,000 |
| TOTAL AQMD FUND (09) | 39,093 | 36,980 | 39,000 | 40,080 |

**CITY OF WALNUT
2022-23 REVENUE BUDGET BY FUND**

| ACCOUNT NUMBER AND DESCRIPTION | 2020-21 | 2021-22 | | 2022-23 |
|--|------------------|------------------|------------------|------------------|
| | ACTUAL | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| 11-3880 RECYCLING REBATE | 0 | 0 | 0 | 0 |
| 11-3885 AB939 ADMINISTRATION | 50,450 | 53,100 | 51,000 | 53,000 |
| TOTAL WASTE MANAGEMENT FUND (11) | 50,450 | 53,100 | 51,000 | 53,000 |
| 12-3620 COMMUNITY DEVELOPMENT BLOCK GRANT | 309,555 | 123,370 | 108,330 | 127,370 |
| TOTAL CDBG FUND (12) | 309,555 | 123,370 | 108,330 | 127,370 |
| 13-3400 INTEREST INCOME | (120) | 1,400 | 620 | 1,500 |
| 13-3680 PROPOSITION "C" TRANSPORTATION | 509,863 | 492,000 | 490,000 | 600,000 |
| TOTAL PROPOSITION "C" FUND (13) | 509,743 | 493,400 | 490,620 | 601,500 |
| 14-3630 SB 821 BIKEWAY | 18,000 | 25,000 | 25,000 | 25,000 |
| TOTAL BIKEWAY FUND (14) | 18,000 | 25,000 | 25,000 | 25,000 |
| 15-3400 INTEREST INCOME | 3 | 60 | 0 | 20 |
| 15-3517 LACMTA EXCHANGE | 0 | 0 | 0 | 0 |
| TOTAL LACMTA FUND (15) | 3 | 60 | 0 | 20 |
| 16-3400 INTEREST INCOME | 675 | 2,840 | 270 | 1,060 |
| 16-3680 MEASURE "R" TRANSPORTATION | 382,927 | 340,000 | 340,000 | 450,000 |
| TOTAL MEASURE "R" FUND (16) | 383,602 | 342,840 | 340,270 | 451,060 |
| 18-3181 L.O.S.M.D. ZONE 9 | 666,618 | 670,530 | 670,530 | 703,530 |
| TOTAL LOSMD ZONE 9 FUND (18) | 666,618 | 670,530 | 670,530 | 703,530 |
| 19-3171 L.O.S.M.D. ZONE 1 | 53,145 | 52,750 | 52,750 | 52,750 |
| 19-3172 L.O.S.M.D. ZONE 2 | 104,891 | 104,040 | 104,040 | 104,710 |
| 19-3173 L.O.S.M.D. ZONE 3 | 149,154 | 147,900 | 147,900 | 147,900 |
| 19-3174 L.O.S.M.D. ZONE 4 | 574,255 | 574,110 | 574,110 | 574,110 |
| 19-3175 L.O.S.M.D. ZONE 5 | 203,455 | 205,890 | 205,890 | 205,900 |
| 19-3176 L.O.S.M.D. ZONE 6 | 237,188 | 240,160 | 240,160 | 240,160 |
| 19-3177 L.O.S.M.D. ZONE 7 | 159,943 | 158,610 | 158,610 | 158,610 |
| 19-3178 L.O.S.M.D. ZONE 8 | 229,920 | 226,180 | 226,180 | 226,180 |
| 19-3179 L.O.S.M.D. ZONE 12 | 17,246 | 16,840 | 16,840 | 16,840 |
| 19-3180 L.O.S.M.D. ZONE 11 | 1,504 | 1,220 | 1,220 | 1,220 |
| 19-3181 L.O.S.M.D. ZONE 9 | (300) | 0 | 0 | 0 |
| TOTAL LOSMD FUND (19) | 1,730,401 | 1,727,700 | 1,727,700 | 1,728,380 |
| 21-3400 INTEREST INCOME | 372 | 3,000 | 420 | 960 |
| 21-3680 MEASURE "M" TRANSPORTATION | 433,871 | 418,000 | 420,000 | 510,000 |
| TOTAL MEASURE "M" FUND (21) | 434,242 | 421,000 | 420,420 | 510,960 |
| 23-3400 INTEREST INCOME | (3,186) | 9,230 | 1,050 | 3,650 |
| 23-3680 PROPOSITION "A" TRANSPORTATION | 614,690 | 594,000 | 600,000 | 700,000 |
| TOTAL PROPOSITION "A" FUND (23) | 611,504 | 603,230 | 601,050 | 703,650 |
| 25-3820 MISCELLANEOUS REVENUE | 0 | 0 | 0 | 0 |
| 25-3970 MISCELLANEOUS REIMBURSEMENT | 0 | 0 | 0 | 0 |
| TOTAL CAPITAL EQUIPMENT REPLACEMENT FUND (25) | 0 | 0 | 0 | 0 |

**CITY OF WALNUT
2022-23 REVENUE BUDGET BY FUND**

| ACCOUNT NUMBER AND DESCRIPTION | 2020-21 | 2021-22 | | 2022-23 |
|--|-------------------|-------------------|-------------------|--------------------|
| | ACTUAL | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| 27-3666 NEIGHBORHOOD PARK ACT | 34,843 | 0 | 120,000 | 680,000 |
| TOTAL STATE PARK GRANT FUND (27) | 34,843 | 0 | 120,000 | 680,000 |
| 28-3400 INTEREST INCOME | 0 | 0 | 0 | 0 |
| 28-3625 MEASURE "A" (M&S) | 20,178 | 25,000 | 285,000 | 170,000 |
| TOTAL MEASURE "A" (M&S) FUND (28) | 20,178 | 25,000 | 285,000 | 170,000 |
| 29-3400 INTEREST INCOME | 0 | 510 | 230 | 960 |
| 29-3540 MEASURE "W" | 494,471 | 500,000 | 500,000 | 500,000 |
| TOTAL MEASURE "W" FUND (29) | 494,471 | 500,510 | 500,230 | 500,960 |
| 31-3400 INTEREST INCOME | 100 | 50 | 30 | 300 |
| TOTAL TRAFFIC CONGESTION RELIEF FUND (31) | 100 | 50 | 30 | 300 |
| 32-3874 USED OIL OPP GRANT | 5,000 | 5,000 | 5,000 | 0 |
| TOTAL USED OIL RECYCLING GRANT FUND (32) | 5,000 | 5,000 | 5,000 | 0 |
| 33-3878 GENERAL RECYCLING GRANT | 0 | 7,810 | 7,810 | 7,690 |
| TOTAL GENERAL RECYCLING GRANT FUND (33) | 0 | 7,810 | 7,810 | 7,690 |
| 35-3400 INTEREST INCOME | (110) | 1,440 | 160 | 320 |
| 35-3670 CABLE TV PEG FEES | 37,202 | 37,000 | 37,000 | 37,500 |
| TOTAL CABLE T.V. EDUCATION FUND (35) | 37,091 | 38,440 | 37,160 | 37,820 |
| 37-3400 INTEREST INCOME | 0 | 200 | 0 | 0 |
| 37-3522 MEASURE "A" CATEGORY 1 | 0 | 85,000 | 85,000 | 85,000 |
| TOTAL MEASURE "A" (CATEGORY 1) (37) | 0 | 85,000 | 85,000 | 85,000 |
| 41-3800 WHA REIMBURSEMENT AGREEMENT | 436,414 | 473,930 | 505,460 | 572,040 |
| TOTAL WHA FUND (41) | 436,414 | 473,930 | 505,460 | 572,040 |
| 52-3400 NTEREST INCOME | 21,362 | 0 | 21,000 | 21,000 |
| TOTAL PENSION TRUST FUND (52) | 21,362 | 0 | 21,000 | 21,000 |
| TOTAL CITY REVENUES | 20,895,397 | 22,920,840 | 29,822,003 | 24,537,040 |



CITY OF WALNUT
REVENUE ACCOUNT DETAIL

GENERAL FUND REVENUES

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

PROPERTY TAXES:

3010 Property Taxes

Provides for funds received from taxes applied to the assessed value of property in Walnut. Los Angeles County collects, and then distributes, a percentage of the funds collected.

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.

3140 Realty Stamp Tax (Documentary Transfer)

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

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

LICENSES & PERMITS:

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

3272 Disability Access & Education Fund

Provides for funds collected under SB 1186, imposing a \$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.
- 3614 **BSEP GRANT (Bus Stop Enhancement Grant)**
Provides for bus stop shelter installation and bus stop amenity installation.
- 3623 **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:

- 3800 **Successor Agency Reimbursement**
Provides for funds received for administration from the property tax allocated to the Successor Agency.
- 3805 **Risk Management Claims Reimbursement**
Provides for funds received as reimbursements to the City for insurance claims, accidents, and other settlements.

- 3810 **Workers' Compensation Reimbursement**
Provides for funds received as reimbursements to the City for Workers' Compensation claims and insurance.
- 3811 **General Liability Reimbursement**
Provides for funds received as reimbursements to the City for insurance claims, accidents, and other settlements.
- 3819 **Walnut Historical Book**
Provides for funds received for the sale of Walnut Historical Books.
- 3820 **Miscellaneous Revenues**
Provides for funds received as a result of miscellaneous activities, including fees charged by the City for checks returned by our bank for non-sufficient funds, and fees charged as overhead for services provided by the City.
- 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.
- 3855 **Teen Center Miscellaneous Revenue**
Provides for miscellaneous funds received at the Teen Center.

- 3856 **Teen Center Donations**
Provides for funds received on occasion from individuals and organizations as donations for Teen Center programs.
- 3870 **Appeals**
Provides for funds received from individuals who wish to appeal the actions of the Community Development Director to the Planning Commission or the Planning Commission to the City Council.
- 3871 **Easement Fees**
Provides for funds received for easement projects.
- 3872 **State Mandated Cost Reimbursement**
Provides for funds received from the State Controller's Office for reimbursement of cost incurred to implement state mandated cost programs.
- 3873 **Mt. SAC Parking Meters**
Provides for funds received from the Mt. San Antonio College parking meters.
- 3876 **Mt. SAC Ticket Sales Reimbursement**
Provides for funds received from the Mt. San Antonio College Performing Arts Theater.
- 3877 **Disaster Reimbursement**
Provides for funds received from State for declared disaster reimbursement. Also, provides for anticipated grant reimbursement for COVID-19 related to expenditures.
- 3900 **Surplus Property Sale**
Provides for funds received from the sale of surplus City property.
- 3960 **Sewer Reimbursement**
Provides for funds received as reimbursement from property owners for hook-up to the sanitary sewer.
- 3962 **Sewer Reimbursement/Gartel and Fuerte**
Provides for funds received as reimbursement from property owners for hook-up to the sanitary sewer on Gartel Drive and Fuerte Drive.
- 3970 **Miscellaneous Reimbursement**
Provides for funds received as reimbursement for miscellaneous activities. 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.

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.

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**
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.
- 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.

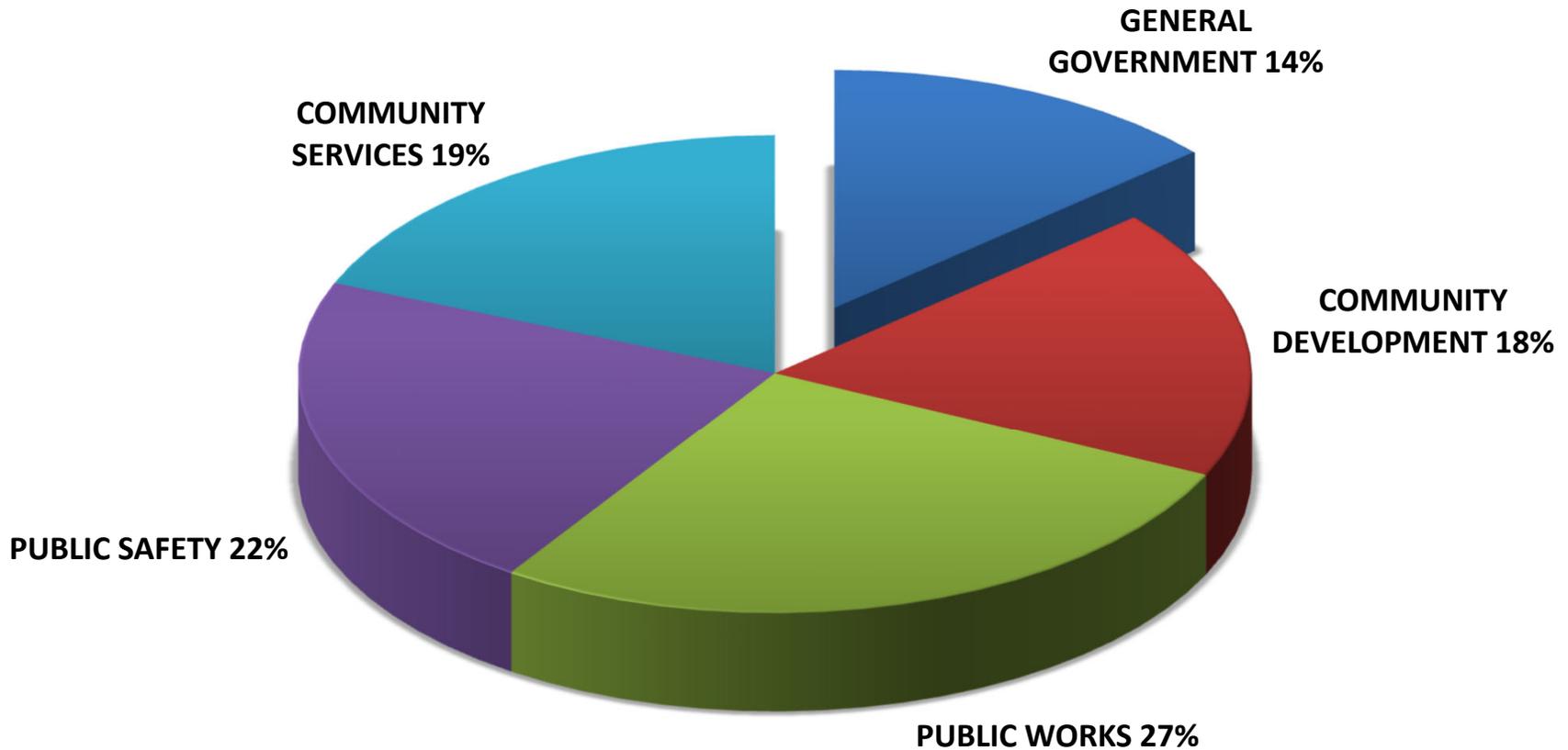
CAPITAL PROJECTS REVENUE

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.
- 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, WHA Housing Monitoring Low/Mod budget and WHA capital projects budget)

General Government

GENERAL GOVERNMENT FISCAL YEAR 2022-23



**Total General Government Budget
\$3,053,220**

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 2022-23, 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 various charity events and fundraisers.
3. The City will continue to seek resident and student involvement in their community through the City's Volunteer Internship Program. In addition, the City will continue to 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 2021-22, 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 is utilizing online trainings and webinars. The City's annual Employee Service Awards were canceled and will be postponed to a later date.

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: Unable to provide volunteer internships and in-person tours and lectures at City Hall due to LA County Department of Public Health (LACDPH) orders related to the COVID-19 pandemic.

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 limited in-person annual events and virtual and in-person City Council meetings, study sessions, and workshops to discuss items of importance to the City.

5. Educate Walnut's residents by providing outreach on the importance of voter registration to increase the number of registered voters in the City.

Performance Measure: The City had its consolidated General Municipal Election on November 3, 2020. Voter outreach was conducted via the City's website, social media, and the Walnut App.

**General Government
Measurable Outputs**

| Output | FY 2018-19 | FY 2019-20 | FY 2020-21 | FY 2021-22 | FY 2022-23 |
|---|-------------------|-------------------|-------------------|-------------------|-------------------|
| Volunteer Internship Participant Hours | 600 Hours | 600 Hours | 200 Hours | 0 Hours | 0 Hours |
| Number of Cable Programs | 7 | 9 | 9 | 9 | 9 |
| Employee participation in training and education programs | 75 | 75 | 75 | 75 | 75 |
| Employees in Education Enhancement Program | 3 | 2 | 1 | 1 | 2 |
| Employees attending Annual Service Awards Event | 56 | 56 | N/A | 56 | 56 |
| Number of City Council Meetings | 22 | 22 | 22 | 22 | 22 |
| Number of City Council Study Sessions | 10 | 10 | 8 | 15 | 15 |

**FY 2022-23
General Government
Goals and Relationship to the Mission Statement**

In **FY 2022-23**, the General Government Department has identified five major goals:

1. Utilize the City website and social media mediums 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 and increase environmentally friendly office procedures.

The general services function of the City of Walnut will *Exceed Expectations, Collaborate, and Enhance Civic Pride* in FY 2022-23 with the four identified major goals by; *continuing to encourage open discussion* with bi-monthly email blasts to all online subscribers informing them of City and other local non-profit organizations' events and services; *preparing Walnut for the future and providing clear directions* for people using our services with a more effective and user friendly website providing a modern design, increased agency transparency, and tools for daily transactions; *building teamwork among employees by recognizing achievements* in addition to the annual Employee Service Awards event; *striving to be educated and well informed* by providing monthly employee trainings through CJPIA on OSHA mandated procedures, safety, ergonomics, and other areas reducing risk within the City as a whole; *seeking new cost efficiencies* and helping the environment by implementing additional green office procedures to lessen the output of paper and other non-environmentally friendly items.

**CITY OF WALNUT
PROGRAM SUMMARY
GENERAL GOVERNMENT**

| | 2020-21 | | 2021-22 | | 2022-23 |
|----------------------------------|-------------------|------------------|-------------------|------------------|--------------------|
| | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| PERSONNEL EXPENSE | 1,724,477 | 1,802,820 | 1,932,230 | 1,864,780 | 1,925,040 |
| OPERATIONS EXPENSE | 932,045 | 982,490 | 808,860 | 1,053,340 | 1,028,180 |
| TOTAL OPERATING EXPENSE | 2,656,522 | 2,785,310 | 2,741,090 | 2,918,120 | 2,953,220 |
| CAPITAL | 23,474 | 25,000 | 90 | 75,000 | 100,000 |
| PROGRAM TOTAL | 2,679,996 | 2,810,310 | 2,741,180 | 2,993,120 | 3,053,220 |
| TOTAL FULL-TIME EMPLOYEES | 11.19 | 11.07 | 11.07 | 11.07 | 11.07 |
| SUB-PROGRAMS: | | | | | |
| | | | | PAGE | |
| 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 | | | 102 | |
| COMPUTER SERVICES | 01-4502 | | | 106 | |
| CITY ATTORNEY | 01-4600 | | | 110 | |
| ADMINISTRATIVE SERVICES | 01-4700 | | | 112 | |
| COMMUNITY PROMOTIONS | 01-4800 | | | 116 | |
| CABLE TELEVISION ADMINISTRATION | 01-4900 | | | 118 | |
| CABLE TELEVISION EQUIPMENT | 35-4900 | | | 120 | |
| OPEB | 51-4200 | | | 122 | |

**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: CITY COUNCIL

| APPROPRIATION DETAIL | | | | | | |
|-------------------------|----------------------------------|---------------|----------------|----------------|---------------|-----------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| 01-4000-5101 | REGULAR SALARIES | 18,300 | 18,000 | 18,000 | 18,000 | 18,000 |
| 01-4000-5105 | HEALTH & LIFE INSURANCE | 42,700 | 42,000 | 42,000 | 42,000 | 42,000 |
| 01-4000-5107 | WORKERS' COMPENSATION | 722 | 840 | 840 | 740 | 800 |
| 01-4000-5108 | PERS | 2,612 | 4,890 | 4,890 | 2,410 | 5,800 |
| 01-4000-5110 | MEDICARE | 542 | 1,090 | 1,090 | 480 | 1,100 |
| | TOTAL PERSONNEL | 64,876 | 66,820 | 66,820 | 63,630 | 67,700 |
| | OPERATIONS | | | | | |
| 01-4000-6102 | CONFERENCE & MEETINGS - PACHECO | 1,200 | 2,500 | 0 | 0 | 2,500 |
| 01-4000-6103 | CONFERENCE & MEETINGS - CHING | 0 | 2,500 | 0 | 0 | 2,500 |
| 01-4000-6104 | CONFERENCE & MEETINGS - WU | 0 | 2,500 | 30 | 100 | 2,500 |
| 01-4000-6105 | CONFERENCE & MEETINGS - TRAGARZ | 1,200 | 2,500 | 1,650 | 1,700 | 2,500 |
| 01-4000-6106 | CONFERENCE & MEETINGS - FREEDMAN | 900 | 2,500 | 790 | 800 | 2,500 |
| 01-4000-6205 | OFFICE SUPPLIES | 2,618 | 2,000 | 0 | 0 | 2,000 |
| 01-4000-6215 | VEHICLE ALLOWANCE | 15,250 | 15,000 | 15,000 | 15,000 | 15,000 |
| 01-4000-6253 | TELEPHONE | 2,860 | 3,900 | 2,330 | 3,900 | 3,900 |
| | TOTAL OPERATIONS | 24,028 | 33,400 | 19,800 | 21,500 | 33,400 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 88,904 | 100,220 | 86,620 | 85,130 | 101,100 |
| FUNDING SOURCE: GENERAL | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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.

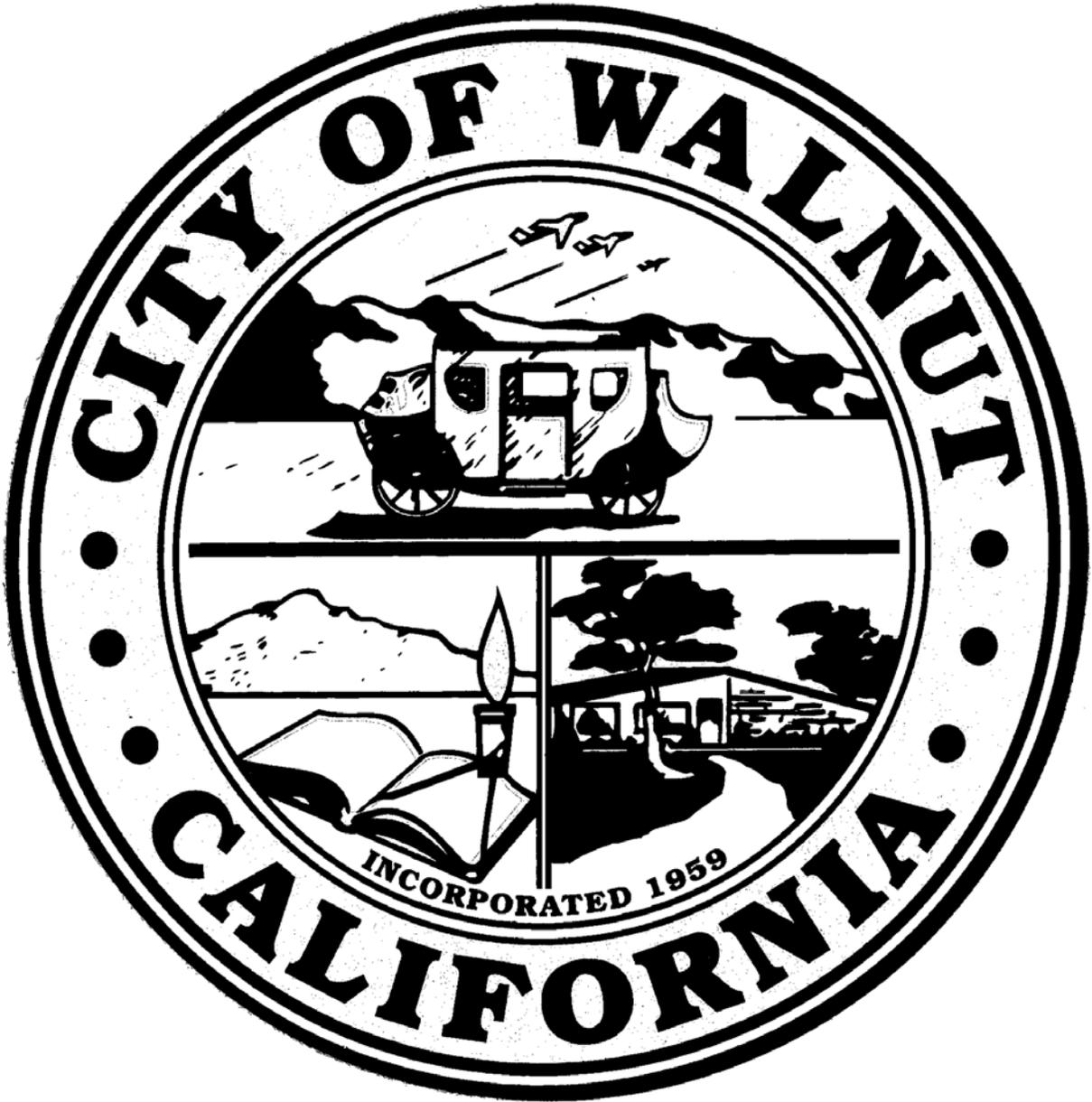
6103 **Conference & Meetings - Ching**

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.
- 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
2022-23 BUDGET**

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: CITY MANAGER

| APPROPRIATION DETAIL | | | | | |
|-------------------------|--|----------------|----------------|----------------|--------------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | APPROVED ESTIMATE BUDGET |
| PERSONNEL | | | | | |
| 01-4100-5101 | REGULAR SALARIES | 161,645 | 160,870 | 160,870 | 160,100 |
| 01-4100-5105 | HEALTH & LIFE INSURANCE | 12,826 | 12,830 | 12,830 | 12,830 |
| 01-4100-5107 | WORKERS' COMPENSATION | 2,798 | 2,870 | 2,870 | 2,940 |
| 01-4100-5108 | PERS | 62,484 | 68,800 | 68,800 | 71,250 |
| 01-4100-5110 | MEDICARE | 2,575 | 2,520 | 2,520 | 2,540 |
| 01-4100-5111 | SICK LEAVE/VACATION BUYBACK | 15,337 | 12,270 | 30,180 | 14,080 |
| | TOTAL PERSONNEL | 257,665 | 260,160 | 278,070 | 280,520 |
| OPERATIONS | | | | | |
| 01-4100-6201 | CONFERENCE & MEETINGS | 112 | 3,600 | 2,320 | 4,700 |
| 01-4100-6203 | MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES | 55 | 100 | 60 | 100 |
| 01-4100-6208 | VEHICLE OPERATIONS | 1,895 | 3,000 | 2,130 | 3,000 |
| 01-4100-6215 | VEHICLE/CELL ALLOWANCE | 565 | 450 | 360 | 600 |
| 01-4100-6256 | EQUIPMENT USAGE | 879 | 1,110 | 930 | 1,150 |
| 01-4100-6265 | COMPUTER USAGE | 5,341 | 5,030 | 4,190 | 5,780 |
| | TOTAL OPERATIONS | 8,847 | 13,290 | 9,990 | 15,330 |
| CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 266,512 | 273,450 | 288,060 | 292,410 |
| FUNDING SOURCE: GENERAL | F/T EMPLOYEES | 0.75 | 0.75 | 0.75 | 0.75 |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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
2022-23 BUDGET**

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: HUMAN RESOURCES

| APPROPRIATION DETAIL | | | | | | |
|-------------------------|--|----------------|----------------|----------------|----------------|-----------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| 01-4200-5101 | REGULAR SALARIES | 50,056 | 49,820 | 49,820 | 51,020 | 51,780 |
| 01-4200-5105 | HEALTH & LIFE INSURANCE | 8,040 | 8,050 | 8,050 | 8,440 | 8,250 |
| 01-4200-5107 | WORKERS' COMPENSATION | 866 | 890 | 890 | 910 | 950 |
| 01-4200-5108 | PERS | 18,423 | 20,330 | 20,330 | 20,330 | 23,060 |
| 01-4200-5109 | UNEMPLOYMENT INSURANCE | 29,525 | 0 | 0 | 3,000 | 3,000 |
| 01-4200-5110 | MEDICARE | 824 | 830 | 830 | 840 | 870 |
| 01-4200-5111 | SICK LEAVE/VACATION BUYBACK | 0 | 1,370 | 1,370 | 0 | 1,390 |
| 01-4200-5112 | REPLACEMENT BENEFIT PLAN | 4,299 | 5,000 | 5,000 | 3,050 | 5,000 |
| | TOTAL PERSONNEL | 112,033 | 86,290 | 86,290 | 87,590 | 94,300 |
| | OPERATIONS | | | | | |
| 01-4200-6201 | CONFERENCE & MEETINGS | 1,239 | 2,500 | 1,690 | 2,500 | 2,500 |
| 01-4200-6203 | MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES | 4,353 | 4,500 | 13,270 | 13,500 | 15,000 |
| 01-4200-6206 | ADVERTISING | 879 | 1,000 | 870 | 1,000 | 1,000 |
| 01-4200-6209 | SURETY BONDS | 1,050 | 1,100 | 1,110 | 1,110 | 1,200 |
| 01-4200-6211 | EDUCATION REIMBURSEMENT | 4,950 | 5,990 | 7,780 | 6,000 | 6,000 |
| 01-4200-6215 | VEHICLE/CELL ALLOWANCE | 1,545 | 1,600 | 1,250 | 1,140 | 1,500 |
| 01-4200-6216 | PROFESSIONAL SERVICES | 276 | 1,000 | 0 | 1,000 | 1,000 |
| 01-4200-6218 | SPECIAL LEGAL FEES | 2,888 | 2,000 | 680 | 2,000 | 2,000 |
| 01-4200-6236 | PHYSICALS/BACKGROUNDS | 320 | 2,000 | 830 | 2,000 | 2,000 |
| 01-4200-6256 | EQUIPMENT USAGE | 586 | 740 | 620 | 740 | 760 |
| 01-4200-6265 | COMPUTER USAGE | 3,564 | 3,350 | 2,790 | 3,490 | 3,850 |
| 01-4200-6271 | SERVICE/RECOGNITION/AWARDS | 1,818 | 3,100 | 6,110 | 5,000 | 5,000 |
| | TOTAL OPERATIONS | 23,468 | 28,880 | 37,000 | 39,480 | 41,810 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 135,501 | 115,180 | 123,290 | 127,070 | 136,110 |
| FUNDING SOURCE: GENERAL | | F/T EMPLOYEES | 0.50 | 0.50 | 0.50 | 0.50 |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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)

5105 **PERS**

Provides for CalPERS administration fee.

5107 - 5108 See Appendix

5109 **Unemployment Insurance**

Provides for unemployment compensation to former employees if eligible. In prior fiscal year, unemployment insurance was funded from ARPA Fund (08).

5110 - 5111 See Appendix

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. Purchasing NEOGov Software 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 awards recognition event, 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
2022-23 BUDGET**

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: HUMAN RESOURCES

| APPROPRIATION DETAIL | | | | | | |
|--|-----------------------------|----------|---------------|----------------|----------------|-----------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| 08-4200-5101 | REGULAR SALARIES | 0 | 0 | 122,500 | 122,500 | 0 |
| 08-4200-5102 | REGULAR PART-TIME EMPLOYEES | 0 | 0 | 7,000 | 7,000 | 0 |
| 08-4200-5109 | UNEMPLOYMENT INSURANCE | 0 | 50,000 | 50,000 | 0 | 0 |
| 08-4200-5110 | MEDICARE | 0 | 0 | 0 | 1,880 | 0 |
| | TOTAL PERSONNEL | 0 | 50,000 | 179,500 | 131,380 | 0 |
| | OPERATIONS | | | | | |
| | TOTAL OPERATIONS | 0 | 0 | 0 | 0 | 0 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 0 | 50,000 | 179,500 | 131,380 | 0 |
| FUNDING SOURCE: AMERICAN RESCUE PLAN ACT (ARPA) | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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.

5109 **Unemployment Insurance**

Provides for unemployment compensation to former employees if eligible. Fiscal Year 2022-23, unemployment insurance will be funded from General Fund (01).

5110 See Appendix

**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: RISK MANAGEMENT

| APPROPRIATION DETAIL | | | | | | |
|-------------------------|-----------------------------|----------------|----------------|-------------------|----------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| PERSONNEL | | | | | | |
| 01-4201-5101 | REGULAR SALARIES | 50,056 | 49,820 | 49,820 | 51,020 | 51,780 |
| 01-4201-5105 | HEALTH & LIFE INSURANCE | 6,750 | 6,750 | 6,750 | 7,280 | 6,750 |
| 01-4201-5107 | WORKERS' COMPENSATION | 866 | 890 | 890 | 910 | 950 |
| 01-4201-5108 | PERS | 18,422 | 20,330 | 20,330 | 20,330 | 23,060 |
| 01-4201-5110 | MEDICARE | 823 | 830 | 830 | 840 | 870 |
| 01-4201-5111 | SICK LEAVE/VACATION BUYBACK | 0 | 1,370 | 1,370 | 0 | 1,390 |
| | TOTAL PERSONNEL | 76,917 | 79,990 | 79,990 | 80,380 | 84,800 |
| OPERATIONS | | | | | | |
| 01-4201-6201 | CONFERENCE & MEETINGS | 0 | 1,000 | 0 | 0 | 1,000 |
| 01-4201-6215 | VEHICLE/CELL ALLOWANCE | 1,545 | 1,600 | 1,250 | 1,140 | 1,600 |
| 01-4201-6216 | PROFESSIONAL SERVICES | 0 | 15,000 | 15,000 | 15,000 | 0 |
| 01-4201-6223 | INSURANCE | 343,329 | 370,970 | 344,250 | 370,970 | 351,060 |
| 01-4201-6247 | EQUIPMENT MAINTENANCE | 37,636 | 10,000 | 67,750 | 70,000 | 10,000 |
| 01-4201-6256 | EQUIPMENT USAGE | 586 | 740 | 620 | 740 | 760 |
| 01-4201-6265 | COMPUTER USAGE | 3,564 | 3,350 | 2,790 | 3,490 | 3,840 |
| | TOTAL OPERATIONS | 386,660 | 402,660 | 431,660 | 461,340 | 368,260 |
| CAPITAL | | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 463,577 | 482,650 | 511,650 | 541,720 | 453,060 |
| FUNDING SOURCE: GENERAL | | F/T EMPLOYEES | 0.50 | 0.50 | 0.50 | 0.50 |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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.

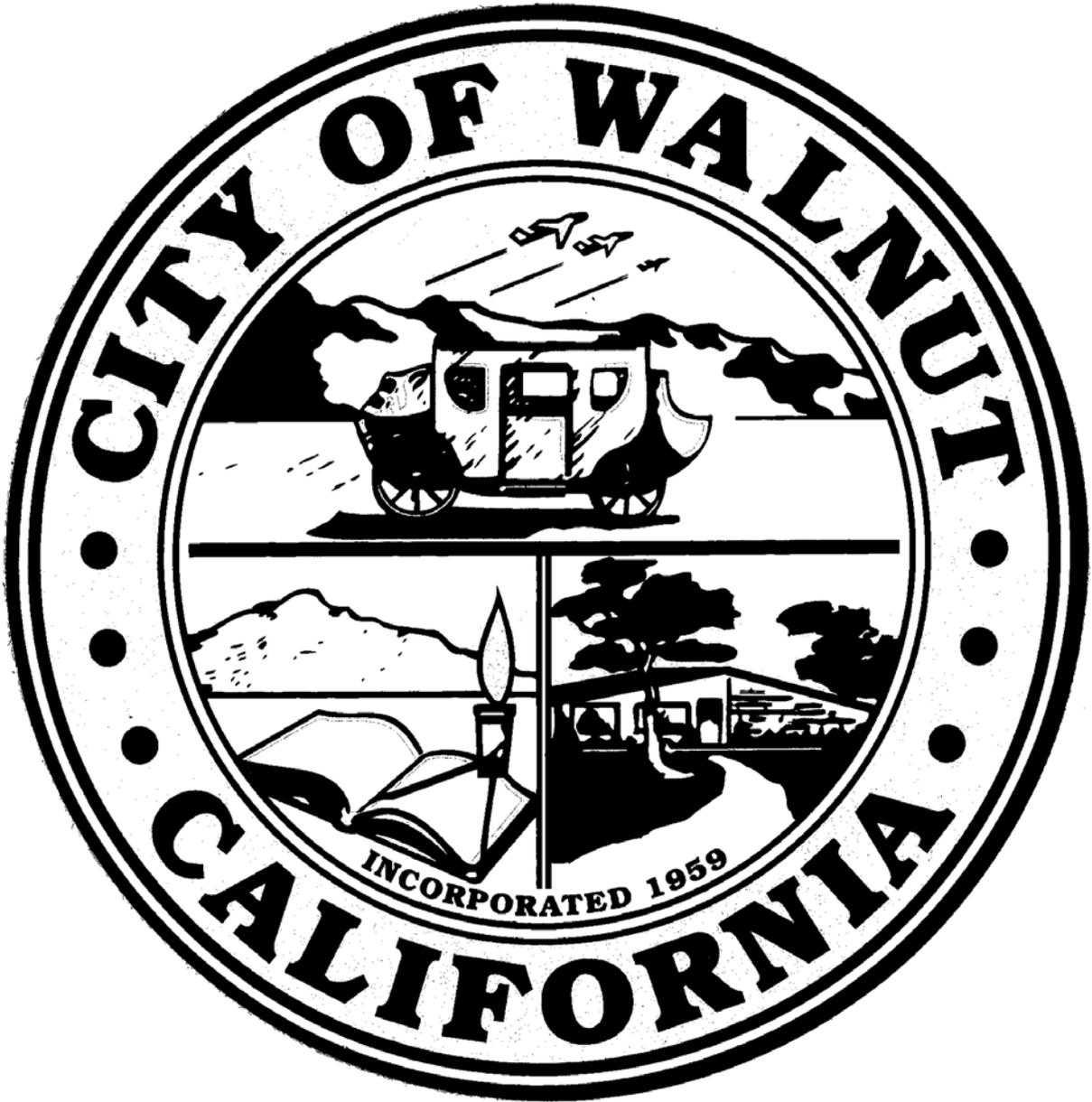
6223 **Insurance**
Provides for commercial liability insurance and automobile liability insurance for City vehicles, property insurance on City-owned facilities, buildings, and building contents; including glass, valuable papers, records, and buildings. Also, provides for user group facility coverage and contractor general liability insurance.

| | <i>CITY</i> |
|---------------------------|-------------------------|
| Liability (JPIA) | 299,010 |
| Earthquake (JPIA) | N/A |
| Property (JPIA) | 40,840 |
| Facility Coverage | 1,480 |
| Vehicle (JPIA) | 3,280 |
| Admin. Fees | 1,950 |
| Liability Trust Oversight | 0 |
| Special Events | 4,500 |
| Grand Total | <u>\$351,060</u> |

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
2022-23 BUDGET**

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: CITY CLERK

| APPROPRIATION DETAIL | | | | | | |
|-------------------------|--|----------------|----------------|-------------------|----------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| PERSONNEL | | | | | | |
| 01-4300-5101 | REGULAR SALARIES | 172,413 | 172,120 | 170,900 | 176,260 | 178,900 |
| 01-4300-5104 | OVERTIME | 2,506 | 2,000 | 2,000 | 2,000 | 3,000 |
| 01-4300-5105 | HEALTH & LIFE INSURANCE | 25,825 | 25,650 | 25,650 | 27,680 | 25,650 |
| 01-4300-5107 | WORKERS' COMPENSATION | 3,013 | 3,100 | 3,100 | 3,180 | 3,340 |
| 01-4300-5108 | PERS | 43,610 | 47,480 | 47,480 | 47,600 | 53,290 |
| 01-4300-5110 | MEDICARE | 2,791 | 2,800 | 2,800 | 2,900 | 2,920 |
| 01-4300-5111 | SICK LEAVE/VACATION BUYBACK | 3,907 | 3,650 | 4,870 | 4,870 | 3,820 |
| | TOTAL PERSONNEL | 254,065 | 256,800 | 256,800 | 264,490 | 270,920 |
| OPERATIONS | | | | | | |
| 01-4300-6201 | CONFERENCE & MEETINGS | 0 | 1,000 | 130 | 1,000 | 1,000 |
| 01-4300-6203 | MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES | 1,388 | 3,000 | 1,820 | 3,000 | 3,000 |
| 01-4300-6205 | OFFICE SUPPLIES | 830 | 1,000 | 0 | 1,000 | 1,000 |
| 01-4300-6206 | ADVERTISING | 12,049 | 10,000 | 8,640 | 10,000 | 12,000 |
| 01-4300-6212 | ORDINANCE CODIFICATION, AMENDMENTS | 1,173 | 4,000 | 20 | 4,000 | 4,000 |
| 01-4300-6215 | VEHICLE/CELL ALLOWANCE | 2,781 | 2,880 | 2,260 | 2,670 | 2,700 |
| 01-4300-6227 | CONTRACTUAL SERVICES | 277 | 5,000 | 0 | 5,000 | 5,000 |
| 01-4300-6256 | EQUIPMENT USAGE | 2,236 | 2,820 | 2,350 | 2,810 | 2,900 |
| 01-4300-6265 | COMPUTER USAGE | 13,529 | 12,740 | 10,620 | 13,250 | 14,640 |
| | TOTAL OPERATIONS | 34,263 | 42,440 | 25,840 | 42,730 | 46,240 |
| CAPITAL | | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 288,328 | 299,240 | 282,640 | 307,220 | 317,160 |
| FUNDING SOURCE: GENERAL | F/T EMPLOYEES | 1.90 | 1.90 | 1.90 | 1.90 | 1.90 |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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).

Administrative Assistant – 100%

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.

5104 - 5111 See Appendix

OPERATIONS:

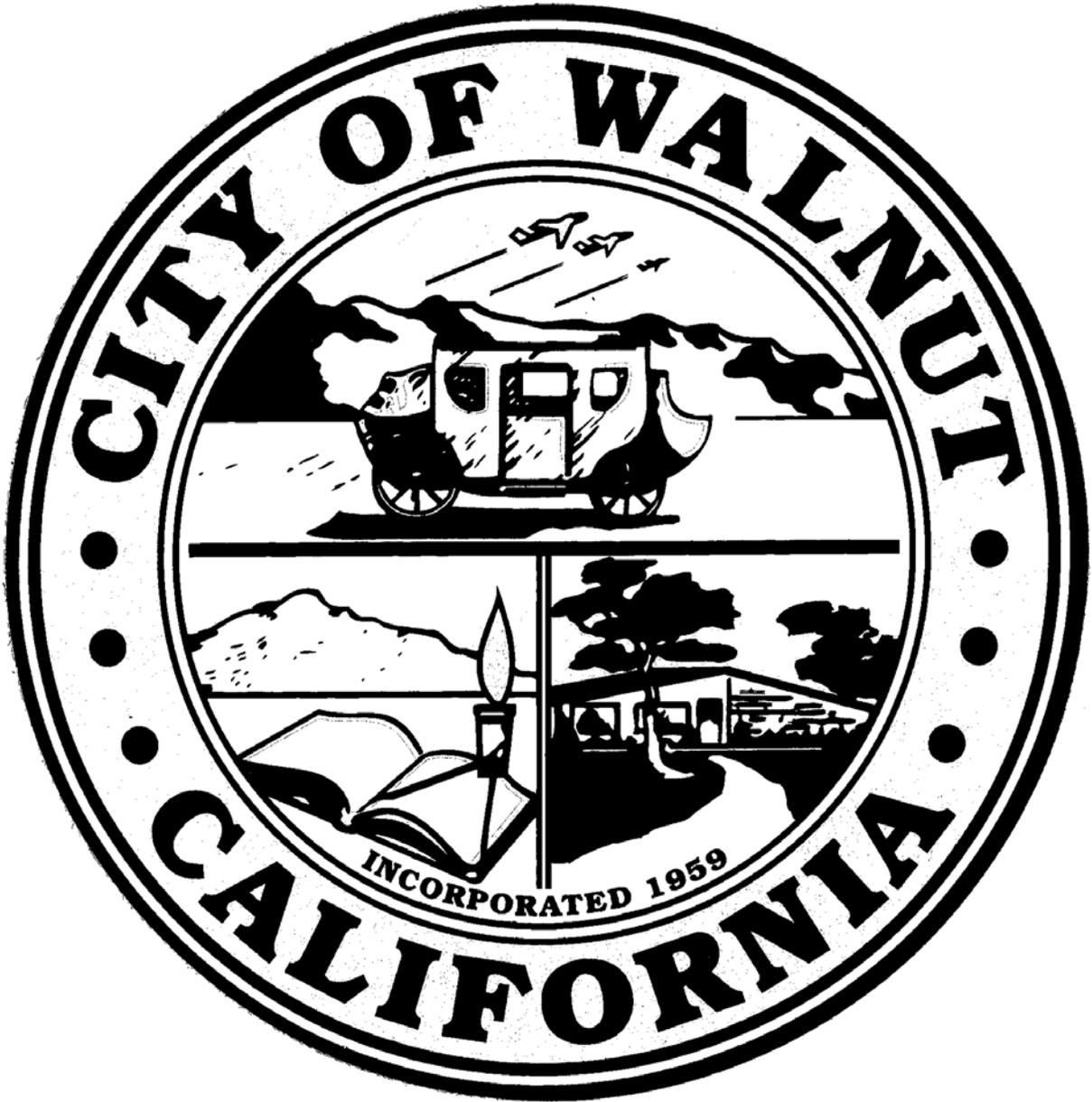
6201 **Conference & Meetings**

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, 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
2022-23 BUDGET**

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: ELECTIONS

| APPROPRIATION DETAIL | | | | | | |
|-------------------------|--------------------------|---------------|------------|-------------------|------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 01-4301-6201 | CONFERENCE & MEETINGS | 0 | 500 | 0 | 500 | 1,000 |
| 01-4301-6205 | OFFICE SUPPLIES | 0 | 0 | 0 | 0 | 1,000 |
| 01-4301-6206 | ADVERTISING | 0 | 0 | 0 | 0 | 3,000 |
| 01-4301-6207 | POSTAGE | 0 | 0 | 0 | 0 | 2,000 |
| 01-4301-6227 | CONTRACTUAL SERVICES | 51,360 | 0 | 0 | 0 | 40,000 |
| | TOTAL OPERATIONS | 51,360 | 500 | 0 | 500 | 47,000 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 51,360 | 500 | 0 | 500 | 47,000 |
| FUNDING SOURCE: GENERAL | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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**

Provides 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
2022-23 BUDGET**

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: CITY TREASURER

| APPROPRIATION DETAIL | | | | | | |
|-------------------------|--|---------------|---------------|-------------------|---------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| PERSONNEL | | | | | | |
| 01-4400-5110 | MEDICARE | 87 | 90 | 90 | 50 | 50 |
| | TOTAL PERSONNEL | 87 | 90 | 90 | 50 | 50 |
| OPERATIONS | | | | | | |
| 01-4400-6201 | CONFERENCE & MEETINGS | 175 | 3,000 | 0 | 0 | 3,000 |
| 01-4400-6203 | MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES | 190 | 200 | 100 | 200 | 200 |
| 01-4400-6204 | PROP TAX ADMIN FEE (PTAF) | 25,636 | 32,000 | 48,410 | 48,500 | 48,500 |
| 01-4400-6214 | MILEAGE REIMBURSEMENT | 16 | 500 | 120 | 100 | 100 |
| 01-4400-6215 | TREASURER STIPEND | 5,985 | 6,000 | 2,510 | 2,980 | 3,000 |
| 01-4400-6278 | BANK CHARGES | 17,100 | 18,000 | 16,000 | 20,200 | 20,200 |
| | TOTAL OPERATIONS | 49,102 | 59,700 | 67,140 | 71,980 | 75,000 |
| CAPITAL | | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 49,189 | 59,790 | 67,230 | 72,030 | 75,050 |
| FUNDING SOURCE: GENERAL | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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

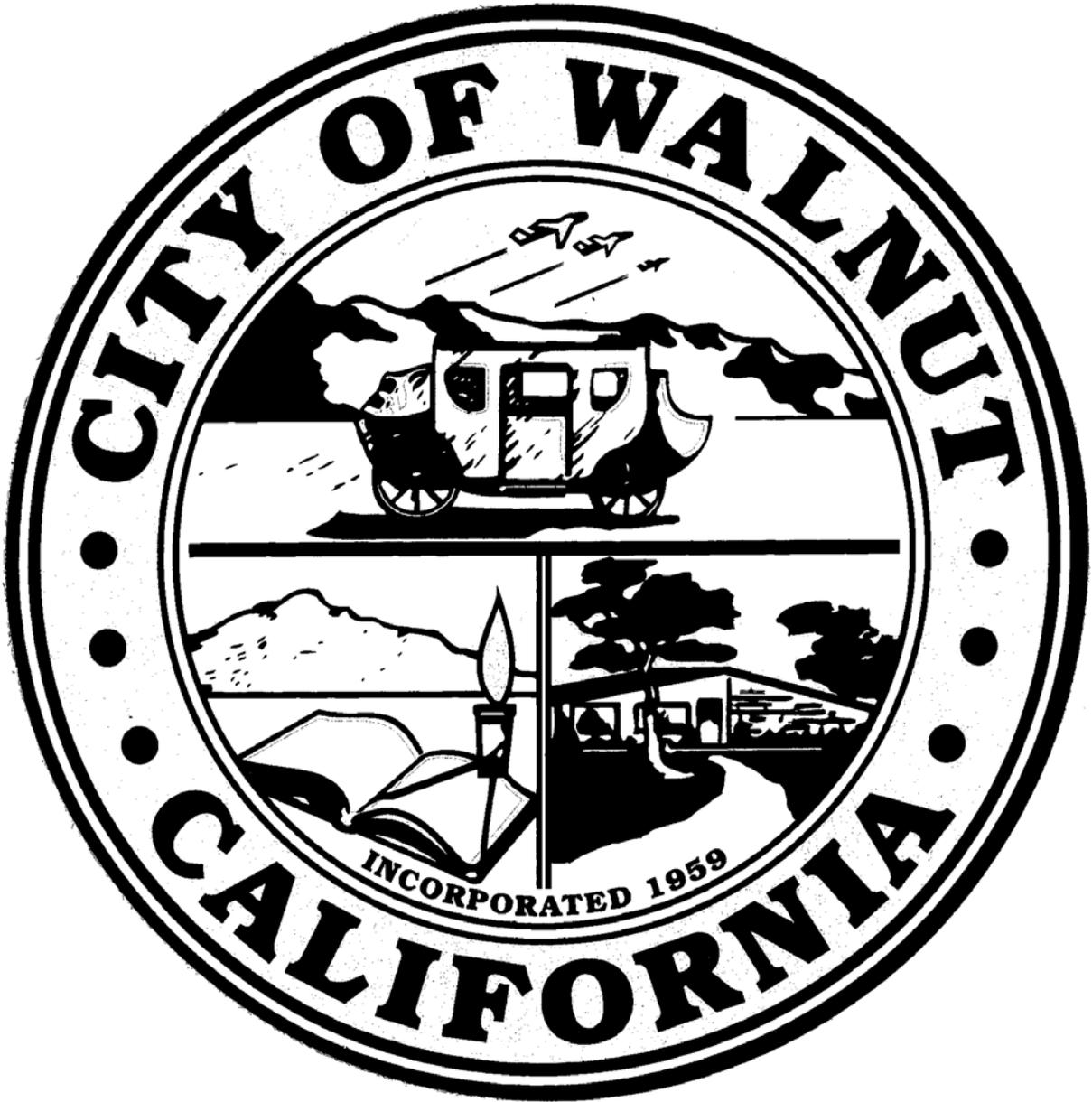
The Director of Administrative Services, serving as the City Treasurer, is compensated \$250 per month and is responsible for the custody and investment of City funds and the issuance of City warrants when authorized by the City Council.

Deputy City Treasurer

The Finance Officer, serving as the Deputy City Treasurer, is compensated \$250 per month and is assisting the Director of Administrative Services with the custody and investment of City funds and reviews the issuance of City warrants when authorized by 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
2022-23 BUDGET**

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: FINANCE

| APPROPRIATION DETAIL | | | | | | |
|-------------------------|--|----------------|----------------|-------------------|----------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| PERSONNEL | | | | | | |
| 01-4500-5101 | REGULAR SALARIES | 425,993 | 402,810 | 377,860 | 369,730 | 465,900 |
| 01-4500-5104 | OVERTIME | 262 | 2,000 | 2,000 | 1,000 | 2,000 |
| 01-4500-5105 | HEALTH & LIFE INSURANCE | 69,883 | 69,890 | 69,890 | 66,430 | 69,890 |
| 01-4500-5107 | WORKERS' COMPENSATION | 7,705 | 7,910 | 7,910 | 6,590 | 8,590 |
| 01-4500-5108 | PERS | 120,053 | 130,020 | 130,020 | 124,540 | 181,640 |
| 01-4500-5110 | MEDICARE | 6,820 | 6,930 | 6,930 | 6,180 | 7,220 |
| 01-4500-5111 | SICK LEAVE/VACATION BUYBACK | 6,008 | 33,540 | 40,580 | 40,580 | 13,610 |
| | TOTAL PERSONNEL | 636,724 | 653,100 | 635,190 | 615,050 | 748,850 |
| OPERATIONS | | | | | | |
| 01-4500-6201 | CONFERENCE & MEETINGS | 425 | 7,000 | 0 | 500 | 2,200 |
| 01-4500-6202 | TRAINING | 1,840 | 2,480 | 1,640 | 2,200 | 3,000 |
| 01-4500-6203 | MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES | 1,705 | 1,710 | 1,600 | 1,700 | 2,000 |
| 01-4500-6210 | PRINTING | 2,696 | 2,150 | 19,340 | 2,150 | 3,100 |
| 01-4500-6215 | VEHICLE/CELL ALLOWANCE | 8,355 | 8,550 | 7,150 | 8,330 | 10,350 |
| 01-4500-6216 | PROFESSIONAL SERVICES | 46,627 | 51,000 | 67,480 | 71,500 | 53,400 |
| 01-4500-6256 | EQUIPMENT USAGE | 6,057 | 7,640 | 6,380 | 7,630 | 7,870 |
| 01-4500-6265 | COMPUTER USAGE | 36,671 | 34,520 | 28,770 | 35,910 | 39,680 |
| | TOTAL OPERATIONS | 104,376 | 115,050 | 132,360 | 129,920 | 121,600 |
| CAPITAL | | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 741,100 | 768,150 | 767,550 | 744,970 | 870,450 |
| FUNDING SOURCE: GENERAL | | F/T EMPLOYEES | 5.15 | 5.15 | 5.15 | 5.15 |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
FINANCE (4500)

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

PERSONNEL:

5101 **Regular Salaries**

Director of Administrative Services - 10%

Responsible for directing all operations of the Finance Division, managing all investment operations of the City including the Walnut Successor Agency, Walnut Housing Authority, and administering citywide computer operations. (20% in 01-4502, 20% in 01-4700, 25% in 01-8000, 25% in 41-5800)

Finance Officer - 67.5%

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, Walnut Successor Agency 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. Serves as the Acting Director of Administrative Services. (10% in 01-8002, 20% in 05-8200, 2.5% in 41-5800)

Finance Analyst - 87.5%

Responsible for assisting in preparing the City's annual budget. Handles the review of accounts payable, journal entries, budget transfers and daily cash management. Assists in preparing deposit, and bank reconciliations. (10% in 05-8200, 2.5% in 41-5800)

Finance Analyst - 100%

Responsible for overseeing and reviewing the payroll operations. Performs the daily bank deposit and oversees the daily passport operations.

Finance Analyst - 67.5%

Responsible for recording accounts receivable, processing payroll, and assisting with processing passport applications. Serves as primary backup to the cashiering functions. (20% in 05-8200, 12.5% in 23-5430)

Accounting Technician - 85%

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

Accounting Technician - 97.5%

Responsible for data entry of all invoices and preparing the City, Walnut Successor Agency, 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. Handles the yearly 1099 reporting and prepares monthly reconciliations. (2.5% in 41-5800)

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 a vehicle and cell phone allowance for the Director of Administrative Services, Finance Officer, and Finance Analysts, 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
2022-23 BUDGET**

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: COMPUTER SERVICES

| APPROPRIATION DETAIL | | | | | | |
|-------------------------|-----------------------------|-----------------|-----------------|-------------------|-----------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| PERSONNEL | | | | | | |
| 01-4502-5101 | REGULAR SALARIES | 43,623 | 43,410 | 43,410 | 44,460 | 45,200 |
| 01-4502-5105 | HEALTH & LIFE INSURANCE | 5,438 | 5,450 | 5,450 | 5,890 | 5,450 |
| 01-4502-5107 | WORKERS' COMPENSATION | 755 | 770 | 770 | 800 | 830 |
| 01-4502-5108 | PERS | 12,691 | 13,890 | 13,890 | 13,920 | 15,700 |
| 01-4502-5110 | MEDICARE | 689 | 680 | 680 | 690 | 710 |
| 01-4502-5111 | SICK LEAVE/VACATION BUYBACK | 1,861 | 1,700 | 1,700 | 1,220 | 2,100 |
| | TOTAL PERSONNEL | 65,057 | 65,900 | 65,900 | 66,980 | 69,990 |
| OPERATIONS | | | | | | |
| 01-4502-6205 | OFFICE SUPPLIES | 7,540 | 5,000 | 4,640 | 5,000 | 5,000 |
| 01-4502-6215 | VEHICLE/CELL ALLOWANCE | 1,549 | 1,600 | 1,270 | 1,510 | 1,530 |
| 01-4502-6247 | EQUIPMENT MAINTENANCE | 124,678 | 135,700 | 110,740 | 136,000 | 147,500 |
| 01-4502-6254 | COMMUNICATIONS | 50,356 | 49,000 | 44,610 | 49,000 | 54,000 |
| 01-4502-6256 | EQUIPMENT USAGE | 412 | 520 | 440 | 520 | 530 |
| 01-4502-6265 | COMPUTER USAGE | (262,350) | (249,020) | (249,020) | (259,010) | (278,550) |
| | TOTAL OPERATIONS | (77,815) | (57,200) | (87,320) | (66,980) | (69,990) |
| CAPITAL | | | | | | |
| 01-4502-8402 | MACHINERY & EQUIPMENT | 12,758 | 0 | 0 | 0 | 0 |
| | TOTAL CAPITAL | 12,758 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 0 | 8,700 | (21,420) | 0 | 0 |
| FUNDING SOURCE: GENERAL | F/T EMPLOYEES | 0.35 | 0.35 | 0.35 | 0.35 | 0.35 |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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**

Director of Administrative Services - 20%

Responsible for directing all operations of the Finance Division, managing all investment operations of the City including the Walnut Successor Agency, Walnut Housing Authority and administering citywide computer operations. (10% in 01-4500, 20% in 01-4700, 25% in 01-8000, 25% in 41-5800)

Management Analyst/Public Information Officer - 15%

Responsible for coordinating computer services purchases, while assisting the Director of Administrative Services in administering citywide computer operations. (84% in 01-4700, 1% in 07-8003)

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 Management Analyst/Public Information Officer and the Director of Administrative Services, 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.

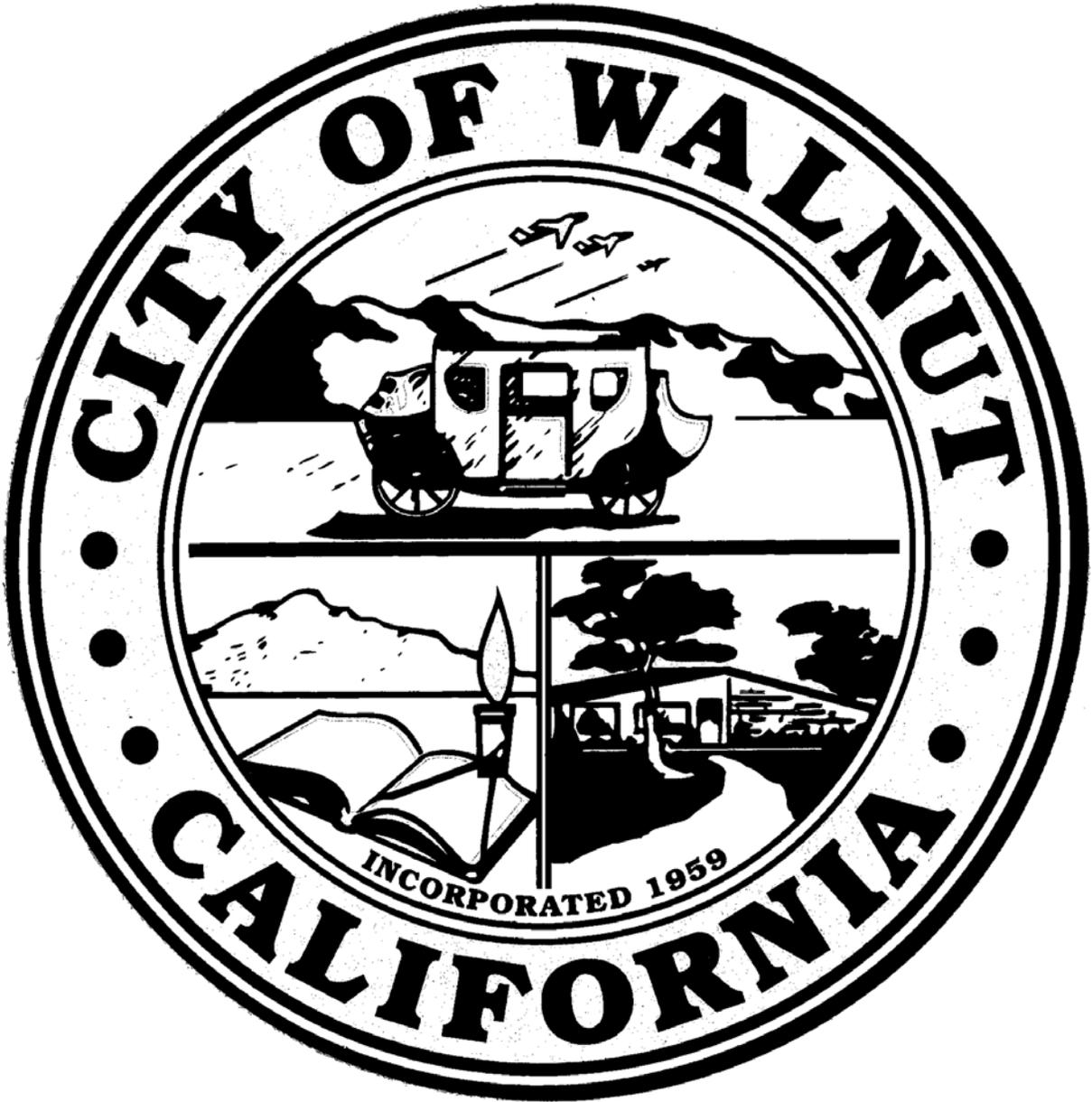
6256 See Appendix

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.

6265 **Machinery & Equipment**

Provides for equipment to improve telework capabilities for public employees to enable compliance with public health directives related to COVID-19.



**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: CITY ATTORNEY

| APPROPRIATION DETAIL | | | | | | |
|-------------------------|--------------------------|----------------|----------------|-------------------|----------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 01-4600-6216 | PROFESSIONAL SERVICES | 116,334 | 96,120 | 11,420 | 96,120 | 96,120 |
| 01-4600-6218 | SPECIAL LEGAL FEES | 0 | 25,000 | 0 | 25,000 | 25,000 |
| | TOTAL OPERATIONS | 116,334 | 121,120 | 11,420 | 121,120 | 121,120 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 116,334 | 121,120 | 11,420 | 121,120 | 121,120 |
| FUNDING SOURCE: GENERAL | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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
2022-23 BUDGET**

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: ADMINISTRATIVE SERVICES

| APPROPRIATION DETAIL | | | | | | |
|-------------------------|--|----------------|----------------|----------------|----------------|-----------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| PERSONNEL | | | | | | |
| 01-4700-5101 | REGULAR SALARIES | 170,607 | 160,840 | 160,840 | 159,910 | 168,330 |
| 01-4700-5102 | REGULAR PART-TIME EMPLOYEES | 549 | 23,430 | 23,430 | 26,090 | 34,110 |
| 01-4700-5104 | OVERTIME | 0 | 0 | 0 | 0 | 0 |
| 01-4700-5105 | HEALTH & LIFE INSURANCE | 28,362 | 30,440 | 30,440 | 28,010 | 34,320 |
| 01-4700-5107 | WORKERS' COMPENSATION | 2,963 | 3,290 | 3,290 | 3,320 | 3,720 |
| 01-4700-5108 | PERS | 44,638 | 53,900 | 53,900 | 46,880 | 66,110 |
| 01-4700-5110 | MEDICARE | 2,615 | 2,790 | 2,790 | 2,890 | 3,070 |
| 01-4700-5111 | SICK LEAVE/VACATION BUYBACK | 3,087 | 4,480 | 4,480 | 1,840 | 5,830 |
| | TOTAL PERSONNEL | 252,821 | 279,170 | 279,170 | 268,940 | 315,490 |
| OPERATIONS | | | | | | |
| 01-4700-6201 | CONFERENCE & MEETINGS | 225 | 3,000 | 500 | 1,400 | 3,000 |
| 01-4700-6203 | MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES | 32,076 | 36,000 | 31,660 | 36,000 | 36,200 |
| 01-4700-6205 | OFFICE SUPPLIES | 12,377 | 10,000 | 7,700 | 8,900 | 10,000 |
| 01-4700-6207 | POSTAGE | 10,224 | 11,000 | 5,140 | 11,000 | 11,000 |
| 01-4700-6208 | VEHICLE OPERATIONS | 986 | 4,000 | 1,500 | 2,000 | 4,000 |
| 01-4700-6210 | PRINTING | 2,809 | 3,700 | 3,110 | 3,700 | 4,000 |
| 01-4700-6214 | MILEAGE REIMBURSEMENT | 528 | 1,000 | 640 | 800 | 800 |
| 01-4700-6215 | VEHICLE/CELL ALLOWANCE | 3,681 | 3,810 | 3,000 | 3,560 | 3,600 |
| 01-4700-6216 | PROFESSIONAL SERVICES | 7,345 | 7,000 | 5,790 | 7,000 | 7,000 |
| 01-4700-6219 | PHOTOCOPY SUPPLIES | 3,472 | 5,000 | 2,720 | 4,800 | 5,000 |
| 01-4700-6220 | OFFICE EQUIPMENT RENTAL | 34,344 | 45,000 | 27,850 | 44,890 | 45,000 |
| 01-4700-6247 | EQUIPMENT MAINTENANCE | 6,958 | 7,800 | 5,890 | 7,800 | 7,820 |
| 01-4700-6250 | WATER | 4,429 | 3,900 | 3,050 | 3,800 | 3,900 |
| 01-4700-6251 | ELECTRICITY | 56,228 | 53,000 | 44,140 | 54,200 | 55,800 |
| 01-4700-6253 | TELEPHONE | 43,038 | 45,300 | 37,780 | 45,300 | 45,300 |
| 01-4700-6256 | EQUIPMENT USAGE | (41,292) | (52,800) | (44,000) | (52,690) | (52,820) |
| 01-4700-6265 | COMPUTER USAGE | 14,535 | 12,840 | 10,700 | 13,350 | 14,760 |
| | TOTAL OPERATIONS | 191,963 | 199,550 | 147,170 | 195,810 | 204,360 |
| CAPITAL | | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 444,784 | 478,720 | 426,340 | 464,750 | 519,850 |
| FUNDING SOURCE: GENERAL | | F/T EMPLOYEES | 2.04 | 1.92 | 1.92 | 1.92 |
| | | | | | | 1.92 |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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**

Management Analyst/Public Information Officer - 84%

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. (15% in 01-4502, 1% in 07-8003)

Administrative Assistant – 87.5%

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

Director of Administrative Services - 20%

Responsible for various administrative functions. (10% in 01-4500, 20% in 01-4502, 25% in 01-8000, 25% in 41-5800)

5102 **Regular Part-Time Employees**

Administrative Intern - 100%

Provides clerical support to the Administrative Services Department.

5104 - 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 (2) City pool vehicles:

| | | |
|--------------------|---------|------|
| 2016 Toyota Tacoma | 1370283 | 100% |
| 2010 Toyota Prius | 1363758 | 100% |

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 Management Analyst/Public Information Officer and the Director of Administrative Services, 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
2022-23 BUDGET**

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: COMMUNITY PROMOTIONS

| APPROPRIATION DETAIL | | | | | | |
|-------------------------|--|---------------|---------------|-------------------|---------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 01-4800-6203 | MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES | 1,593 | 1,650 | 1,770 | 2,300 | 2,300 |
| 01-4800-6227 | CONTRACTUAL SERVICES | 0 | 100 | 0 | 100 | 100 |
| 01-4800-6229 | COMMUNITY RELATIONS | 14,223 | 15,000 | 8,160 | 15,000 | 15,000 |
| | TOTAL OPERATIONS | 15,816 | 16,750 | 9,930 | 17,400 | 17,400 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 15,816 | 16,750 | 9,930 | 17,400 | 17,400 |
| FUNDING SOURCE: GENERAL | | | | | | |

**CITY OF WALNUT
ANNUAL BUDGET DETAIL**

2022-23

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.

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).

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.

**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: CABLE TV ADMINISTRATION

| APPROPRIATION DETAIL | | | | | | |
|---|--|-----------|--------------|-------------------|--------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 01-4900-6201 | CONFERENCE & MEETINGS | 0 | 200 | 0 | 1,500 | 1,500 |
| 01-4900-6203 | MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES | 0 | 100 | 100 | 100 | 100 |
| 01-4900-6227 | CONTRACTUAL SERVICES | 0 | 2,000 | 0 | 1,000 | 1,000 |
| 01-4900-6275 | CABLE PROGRAMMING SUPPLIES | 93 | 500 | 220 | 500 | 500 |
| | TOTAL OPERATIONS | 93 | 2,800 | 320 | 3,100 | 3,100 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 93 | 2,800 | 320 | 3,100 | 3,100 |
| FUNDING SOURCE: FRANCHISE TAX (\$986,000) | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23

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.

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).

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.

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
2022-23 BUDGET**

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: CABLE TV EQUIPMENT

| APPROPRIATION DETAIL | | | | | | |
|--|--------------------------|---------------|---------------|----------------|---------------|-----------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 35-4900-6227 | CONTRACTUAL SERVICES | 3,550 | 3,550 | 3,550 | 3,550 | 3,550 |
| | TOTAL OPERATIONS | 3,550 | 3,550 | 3,550 | 3,550 | 3,550 |
| | CAPITAL | | | | | |
| 35-4900-8402 | MACHINERY & EQUIPMENT | 10,716 | 25,000 | 90 | 75,000 | 100,000 |
| | TOTAL CAPITAL | 10,716 | 25,000 | 90 | 75,000 | 100,000 |
| | SUB-PROGRAM TOTAL | 14,266 | 28,550 | 3,640 | 78,550 | 103,550 |
| FUNDING SOURCE: CABLE TV PEG FEES (\$37,500) | | | | | | |

**CITY OF WALNUT
ANNUAL BUDGET DETAIL**

2022-23

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
2022-23 BUDGET**

PROGRAM: GENERAL GOVERNMENT

SUB-PROGRAM: OPEB

| APPROPRIATION DETAIL | | | | | | |
|----------------------|--------------------------|--------------|--------------|-------------------|--------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| 51-4200-5105 | HEALTH & LIFE INSURANCE | 4,232 | 4,500 | 4,410 | 5,770 | 9,200 |
| | TOTAL PERSONNEL | 4,232 | 4,500 | 4,410 | 5,770 | 9,200 |
| | OPERATIONS | | | | | |
| | TOTAL OPERATIONS | 0 | 0 | 0 | 0 | 0 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 4,232 | 4,500 | 4,410 | 5,770 | 9,200 |
| FUNDING SOURCE: OPEB | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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:

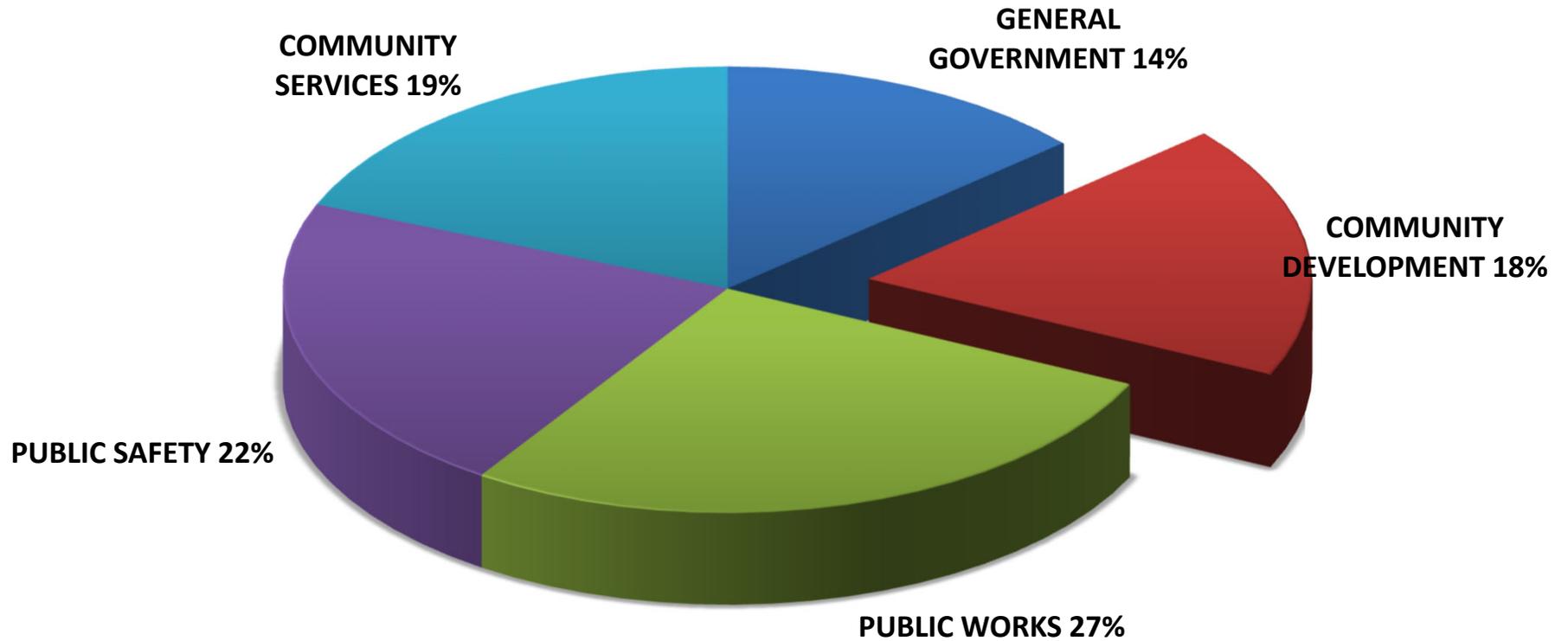
5105 **Health & Life Insurance**

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



Community Development

COMMUNITY DEVELOPMENT FISCAL YEAR 2022-23



**Total Community Development Budget
\$4,116,110**

CITY OF WALNUT
COMMUNITY DEVELOPMENT
PROGRAM GOALS & PERFORMANCE MEASURES

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

In **2022-23**, 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 increased productivity and growth of economic development through the introduction and implementation of the “Welcome to Walnut” initiative, and “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 implementation of a new Code Enforcement Software system intended to increase productivity, and promote *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. Redevelop and implement modified program 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 **2021-22**, 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), update the current Housing Element 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 housing opportunities. Residential development projects include Lemon Creek Lofts within the West Valley Specific Plan, 800 Meadow Pass Road (Brookside), The Terraces at Walnut and other potential 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:

- **Lemon Creek Lofts – A mixed-use development within the West Valley Specific Plan yielding 35 residential units, and 766 square feet of commercial space along Valley Boulevard was approved by the Planning Commission, and is in the process of obtaining all required Building and Safety permits to initiate construction.**
 - **800 Meadow Pass Road (Brookside) – The Planning Commission and the City Council had Denied the project as submitted.**
 - **The Terraces at Walnut – Grading has begun and the first of two (2) Verdura walls along Valley Boulevard is near completion.**
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: City Staff had contracted services with Jones Lang LaSalle Brokerage, Inc. to complete a Commercial Feasibility Study for the Terraces at Walnut mixed-use development, as well as the Lemon Creek Lofts project. The studies had provided vital information on the type of commercial and business(s) that would contribute to the growth and development of Walnut’s existing business environment. The studies were taken with Staff to the Innovating Commerce Serving Communities (ICSC) conference in an effort to advertise the commercial space to a variety of business(s).

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 presented before and approved by the Planning Commission in December, 2021. The Housing Element Update was successfully adopted by the Walnut City Council in March, 2022.**

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:

- **Updating of the WMC, with regards to ADUs, in order to remain up-to-date and consistent with State Law.**
- **Monitoring response times for application submittals to achieve established goal times.**
- **Updating application forms and department handouts as the WMC is updated.**
- **Continuing to assess Staff duties, utilizing contract Staff for efficiencies based on work load and staffing levels.**
- **Continue to update Planning Applications and informational flyers.**
- **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 Dial-A-Ride program maintained its membership, though ridership was reduced as a result of the residual effects of the Pandemic.**
- **The City continued upkeep of Bus Pads and Bus Stop Shelters through the use of Prop A and Prop C funds.**

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 roughly 900 resident submitted complaints and performing two (2) to three (3) public nuisance abatement(s) within the year.**
- **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**

| Output | FY 2018-19 | FY 2019-20 | FY 2020-21 | FY 2021-22 | FY 2022-23 |
|---|---|---|---|---|---|
| Process Planning Applications | 185 | 150 | 150 | 180 | 185 |
| Respond to Code Enforcement Complaints | 800 | 900 | 1,000 | 1,000 | 1,000 |
| Process Building/ Mech./Elec./ Plumb. Permits | 1,300 | 1,200 | 1,200 | 1,350 | 1,350 |
| Housing Rehab Loans/Grants | 4 | 5 | 4 | 4 | 4 |
| Dial-A-Ride Members | 4,600 Members (Senior/Disabled) | 5,000 Members (Senior/Disabled) | 5,000 Members (Senior/Disabled) | 5,200 Members (Senior/Disabled) | 5,300 Members (Senior/Disabled) |
| Metrolink/ Foothill/ EZ Passes Sold | Metrolink 2,015 Foothill 380 MTA 60 | 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 |

FY 2022-23

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

In **FY 2022-23**, 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**

| | 2020-21 | | 2021-22 | | 2022-23 |
|----------------------------------|-------------------|------------------|-------------------|------------------|--------------------|
| | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| PERSONNEL EXPENSE | 1,410,254 | 1,537,970 | 1,543,370 | 1,507,840 | 1,507,280 |
| OPERATIONS EXPENSE | 2,225,611 | 1,276,970 | 973,930 | 1,195,830 | 2,383,870 |
| TOTAL OPERATING EXPENSE | 3,635,865 | 2,814,940 | 2,517,300 | 2,703,670 | 3,891,150 |
| CAPITAL | 66,868 | 97,020 | 0 | 95,020 | 97,460 |
| PROGRAM TOTAL | 3,702,733 | 2,911,960 | 2,517,300 | 2,798,690 | 3,988,610 |
| TOTAL FULL-TIME EMPLOYEES | 9.80 | 9.93 | 8.93 | 8.93 | 8.93 |
| SUB-PROGRAMS: | | | | | |
| | | | PAGE | | |
| PLANNING | 01-5000 | | 132 | | |
| CODE ENFORCEMENT | 01-5002 | | 136 | | |
| BUILDING & SAFETY | 01-5100 | | 140 | | |
| SUCCESSOR AGENCY ADMIN. | 01-5901 | | 144 | | |
| ECONOMIC DEVELOPMENT | 01-5911 - 08-5911 | | 148 | | |
| CDBG - HOUSING REHABILITATION | 12-5216 | | 152 | | |
| CDBG - SENIOR ACTIVITIES | 12-5218 - 12-5220 | | 154 | | |
| CDBG - BASIC BAGS 4U | 12-5221 - 12-5222 | | 156 | | |
| STORM DRAIN/STREET MAINTENANCE | 21-6102 | | 158 | | |
| STREET SWEEPING | 21-6203 | | 160 | | |
| PROPOSITION A | 23-5300 - 23-9306 | | 162 | | |
| DIAL-A-CAB | 23-5410 | | 166 | | |
| METROLINK | 23-5430 | | 168 | | |
| WHA PROJECT ADMINISTRATION | 41-5800 | | 170 | | |
| WHA HOUSING MONITORING | 41-5850 | | 174 | | |

**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: COMMUNITY DEVELOPMENT

SUB-PROGRAM: PLANNING

| APPROPRIATION DETAIL | | | | | | | | |
|-------------------------|--|----------------|----------------|-------------------|----------------|--------------------|------|------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 | | |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET | | |
| PERSONNEL | | | | | | | | |
| 01-5000-5101 | REGULAR SALARIES | 422,412 | 428,750 | 428,750 | 390,740 | 298,820 | | |
| 01-5000-5102 | REGULAR PART-TIME EMPLOYEES | 10,051 | 22,490 | 22,490 | 21,100 | 38,990 | | |
| 01-5000-5105 | HEALTH & LIFE INSURANCE | 62,666 | 74,840 | 74,840 | 61,040 | 56,100 | | |
| 01-5000-5107 | WORKERS' COMPENSATION | 9,069 | 9,010 | 9,010 | 8,380 | 6,610 | | |
| 01-5000-5108 | PERS | 106,499 | 130,540 | 130,540 | 112,440 | 112,350 | | |
| 01-5000-5110 | MEDICARE | 6,799 | 7,360 | 7,360 | 6,520 | 5,390 | | |
| 01-5000-5111 | SICK LEAVE/VACATION BUYBACK | 9,035 | 23,380 | 23,380 | 8,220 | 18,300 | | |
| | TOTAL PERSONNEL | 626,531 | 696,370 | 696,370 | 608,440 | 536,560 | | |
| OPERATIONS | | | | | | | | |
| 01-5000-6201 | CONFERENCE & MEETINGS | 30 | 750 | 1,550 | 2,450 | 750 | | |
| 01-5000-6203 | MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES | 756 | 1,000 | 640 | 800 | 800 | | |
| 01-5000-6206 | ADVERTISING | 7,004 | 6,000 | 1,860 | 3,000 | 2,800 | | |
| 01-5000-6208 | VEHICLE OPERATIONS | 630 | 1,000 | 580 | 1,000 | 1,000 | | |
| 01-5000-6215 | VEHICLE/CELL ALLOWANCE | 9,824 | 10,390 | 7,930 | 9,580 | 7,620 | | |
| 01-5000-6216 | PROFESSIONAL SERVICES | 48,167 | 198,500 | 139,540 | 101,590 | 25,000 | | |
| 01-5000-6231 | MAPS, PRINTS, PHOTOS, FILM | 86 | 750 | 0 | 350 | 350 | | |
| 01-5000-6256 | EQUIPMENT USAGE | 4,820 | 6,750 | 5,630 | 6,740 | 4,390 | | |
| 01-5000-6265 | COMPUTER USAGE | 29,209 | 30,500 | 25,420 | 31,720 | 22,150 | | |
| | TOTAL OPERATIONS | 100,526 | 255,640 | 183,150 | 157,230 | 64,860 | | |
| CAPITAL | | | | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 | | |
| | SUB-PROGRAM TOTAL | 727,057 | 952,010 | 879,520 | 765,670 | 601,420 | | |
| FUNDING SOURCE: GENERAL | | | F/T EMPLOYEES | 4.10 | 4.55 | 2.88 | 2.88 | 2.88 |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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**

Community Development Director – 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 – 60%

Supervises and participates in advanced, highly-complex Planning and Code Enforcement project(s) and activities. (40% in 01-5002)

Senior Planner – 37.5%

Performs advanced-level professional Planning work and manages complex Planning projects to completion. In addition, supervises planning and land use projects and monitors CDBG and MTA. (30% in 41-5800, 20% in 41-5850, 12.5% in 23-5300)

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. (10% in 01-5002, 50% in 41-5800)

Assistant 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. (40% in 01-5002, 20% in 41-5800)

Code Enforcement Specialist II – 20%

Responsible for enforcing and attaining compliance with zoning and property maintenance regulations. In addition, responsible for supervising the Code Enforcement Specialist and any Code Enforcement Interns. (80% 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**

Planning Intern – 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.

Planning Intern – 40%

Provides assistance to the Community Development Department by reviewing projects for Planning, Housing and Code Enforcement. In addition, is responsible for providing administrative support to the Planning, Building & Safety and Code Enforcement Department(s). (40% in 01-5002, 20% in 01-5100)

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, Management Analyst, Senior Planner, Associate Planner, Assistant Planner, and Code Enforcement Specialist II, which are distributed through payroll. Additionally, provides for a cell phone allowance for the Community Development Director, 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
2022-23 BUDGET**

PROGRAM: COMMUNITY DEVELOPMENT

SUB-PROGRAM: CODE ENFORCEMENT

| APPROPRIATION DETAIL | | | | | | |
|-------------------------|--|----------------|----------------|-------------------|----------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| PERSONNEL | | | | | | |
| 01-5002-5101 | REGULAR SALARIES | 192,485 | 163,480 | 156,860 | 175,000 | 188,040 |
| 01-5002-5105 | HEALTH & LIFE INSURANCE | 33,796 | 25,650 | 24,300 | 28,700 | 28,350 |
| 01-5002-5107 | WORKERS' COMPENSATION | 5,785 | 4,730 | 4,610 | 6,370 | 5,070 |
| 01-5002-5108 | PERS | 54,377 | 57,830 | 57,310 | 58,190 | 62,790 |
| 01-5002-5110 | MEDICARE | 3,031 | 2,570 | 2,440 | 3,670 | 3,040 |
| 01-5002-5111 | SICK LEAVE/VACATION BUYBACK | 3,965 | 7,100 | 7,100 | 4,240 | 12,710 |
| | TOTAL PERSONNEL | 293,439 | 261,360 | 252,620 | 276,170 | 300,000 |
| OPERATIONS | | | | | | |
| 01-5002-6201 | CONFERENCE & MEETINGS | 275 | 1,000 | 100 | 300 | 600 |
| 01-5002-6203 | MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES | 95 | 300 | 100 | 100 | 150 |
| 01-5002-6210 | PRINTING | 1,024 | 1,100 | 10 | 1,000 | 1,000 |
| 01-5002-6214 | MILEAGE REIMBURSEMENT | 0 | 400 | 0 | 400 | 200 |
| 01-5002-6215 | VEHICLE/CELL ALLOWANCE | 5,472 | 5,880 | 4,630 | 5,450 | 6,540 |
| 01-5002-6216 | PROFESSIONAL SERVICES/ABATEMENT | 7,974 | 0 | 0 | 0 | 0 |
| 01-5002-6227 | CONTRACTUAL SERVICES | 0 | 1,000 | 0 | 1,000 | 1,000 |
| 01-5002-6231 | MAPS, PRINTS, PHOTOS, FILM | 0 | 300 | 0 | 0 | 0 |
| 01-5002-6239 | UNIFORMS | 922 | 500 | 0 | 300 | 300 |
| 01-5002-6253 | TELEPHONE | 842 | 1,000 | 690 | 1,000 | 1,000 |
| 01-5002-6256 | EQUIPMENT USAGE | 2,942 | 3,710 | 3,100 | 3,710 | 3,210 |
| 01-5002-6265 | COMPUTER USAGE | 17,810 | 16,760 | 13,970 | 17,430 | 16,180 |
| | TOTAL OPERATIONS | 37,356 | 31,950 | 22,600 | 30,690 | 30,180 |
| CAPITAL | | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 330,795 | 293,310 | 275,220 | 306,860 | 330,180 |
| FUNDING SOURCE: GENERAL | | F/T EMPLOYEES | 2.50 | 1.90 | 2.10 | 2.10 |
| | | | | | 2.10 | 2.10 |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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 – 40%

Supervises and participates in advanced, highly-complex Planning and Code Enforcement project(s) and activities. (60% in 01-5000)

Associate Planner – 10%

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, 50% in 41-5800)

Assistant 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.
(40% in 01-5000, 20% in 41-5800)

Code Enforcement Specialist II – 80%

Responsible for enforcing and attaining compliance with zoning and property maintenance regulations. In addition, responsible for supervising the Code Enforcement Specialist and any Code Enforcement Interns. (20% in 01-5000)

5102 **Regular Part-Time Employees**

Planning Intern – 40%

Provides assistance to the Community Development Department by reviewing projects for Planning, Housing and Code Enforcement. In addition, is responsible for providing administrative support to the Planning, Building & Safety and Code Enforcement Department(s).
(40% in 01-5000, 20% in 01-5100)

5105 - 5111 See Appendix

OPERATIONS:

6201 **Conference & Meetings**

Provides for the attendance of a Code Enforcement Specialist II and a Code Enforcement Specialist at various local one-day seminars and at the annual conference of the California Association of Code Enforcement Officers.

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

Provides for membership of two (2) employees to the California Association of Code Enforcement Officers. Also, includes the purchase of resource materials.

6210 **Printing**

Provides for printing of forms used by Code Enforcement such as door hanger notices, post cards, brochures, etc.

6214 **Mileage Reimbursement**

Provides for staff mileage expenses.

6215 **Vehicle/Cell Allowance**

Provides for a vehicle allowance and cell phone allowance for the City Planner, Senior Planner, Associate Planner, Assistant Planner, Code Enforcement Specialist II, and Management Analyst, 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.

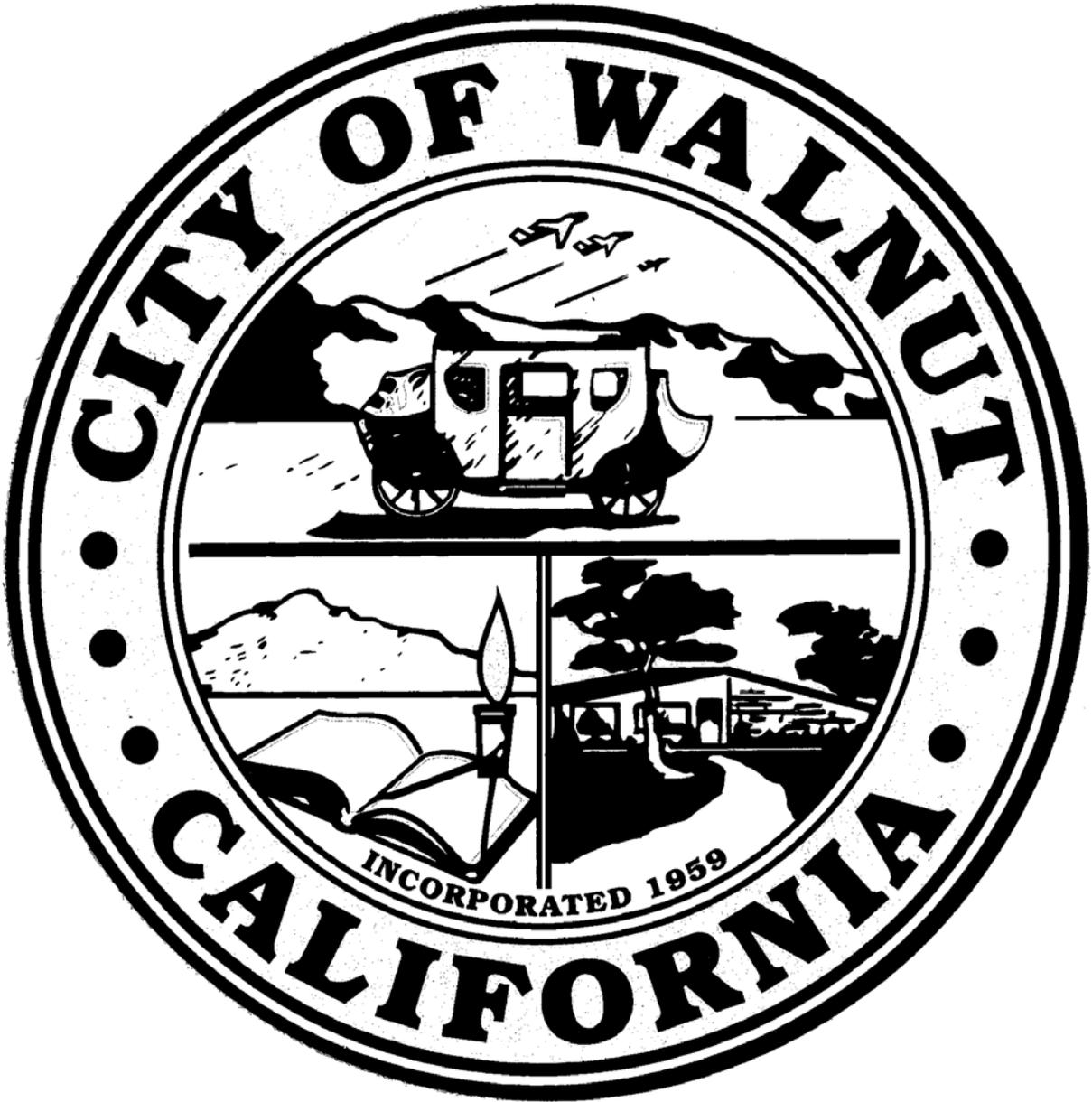
6239 **Uniforms**

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
2022-23 BUDGET**

PROGRAM: COMMUNITY DEVELOPMENT

SUB-PROGRAM: BUILDING & SAFETY

| APPROPRIATION DETAIL | | | | | | |
|---|--|----------------|----------------|-------------------|----------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| PERSONNEL | | | | | | |
| 01-5100-5101 | REGULAR SALARIES | 51,740 | 51,990 | 51,710 | 46,840 | 34,000 |
| 01-5100-5105 | HEALTH & LIFE INSURANCE | 6,988 | 6,980 | 6,980 | 7,580 | 4,280 |
| 01-5100-5107 | WORKERS' COMPENSATION | 1,121 | 930 | 930 | 980 | 630 |
| 01-5100-5108 | PERS | 15,552 | 17,180 | 17,180 | 16,560 | 13,360 |
| 01-5100-5110 | MEDICARE | 802 | 790 | 790 | 730 | 520 |
| 01-5100-5111 | SICK LEAVE/VACATION BUYBACK | 2,277 | 1,970 | 2,250 | 2,250 | 1,440 |
| | TOTAL PERSONNEL | 78,480 | 79,840 | 79,840 | 74,940 | 54,230 |
| OPERATIONS | | | | | | |
| 01-5100-6203 | MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES | 0 | 130 | 0 | 130 | 130 |
| 01-5100-6208 | VEHICLE OPERATIONS | 315 | 700 | 300 | 700 | 700 |
| 01-5100-6215 | VEHICLE/CELL ALLOWANCE | 151 | 150 | 120 | 150 | 150 |
| 01-5100-6233 | BUILDING INSPECTION SERVICES | 336,428 | 275,000 | 280,290 | 393,750 | 488,750 |
| 01-5100-6249 | INDUSTRIAL WASTE SERVICE | 36,807 | 30,000 | 19,660 | 30,000 | 30,000 |
| 01-5100-6256 | EQUIPMENT USAGE | 532 | 670 | 560 | 670 | 380 |
| 01-5100-6265 | COMPUTER USAGE | 3,211 | 3,020 | 2,520 | 3,140 | 1,930 |
| | TOTAL OPERATIONS | 377,444 | 309,670 | 303,450 | 428,540 | 522,040 |
| CAPITAL | | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 455,924 | 389,510 | 383,290 | 503,480 | 576,270 |
| FUNDING SOURCE: GENERAL | | F/T EMPLOYEES | 0.45 | 0.45 | 0.25 | 0.25 |
| (PLAN CHECK & INSPECTION SERVICES OFFSET BY FEES CHARGED) | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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**

Community Development Director – 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**

Planning Intern – 20%

Provides assistance to the Community Development Department by reviewing projects for Planning, Housing and Code Enforcement. In addition, is responsible for providing administrative support to the Planning, Building & Safety and Code Enforcement Department(s).

(40% in 01-5000, 40% in 01-5002)

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**

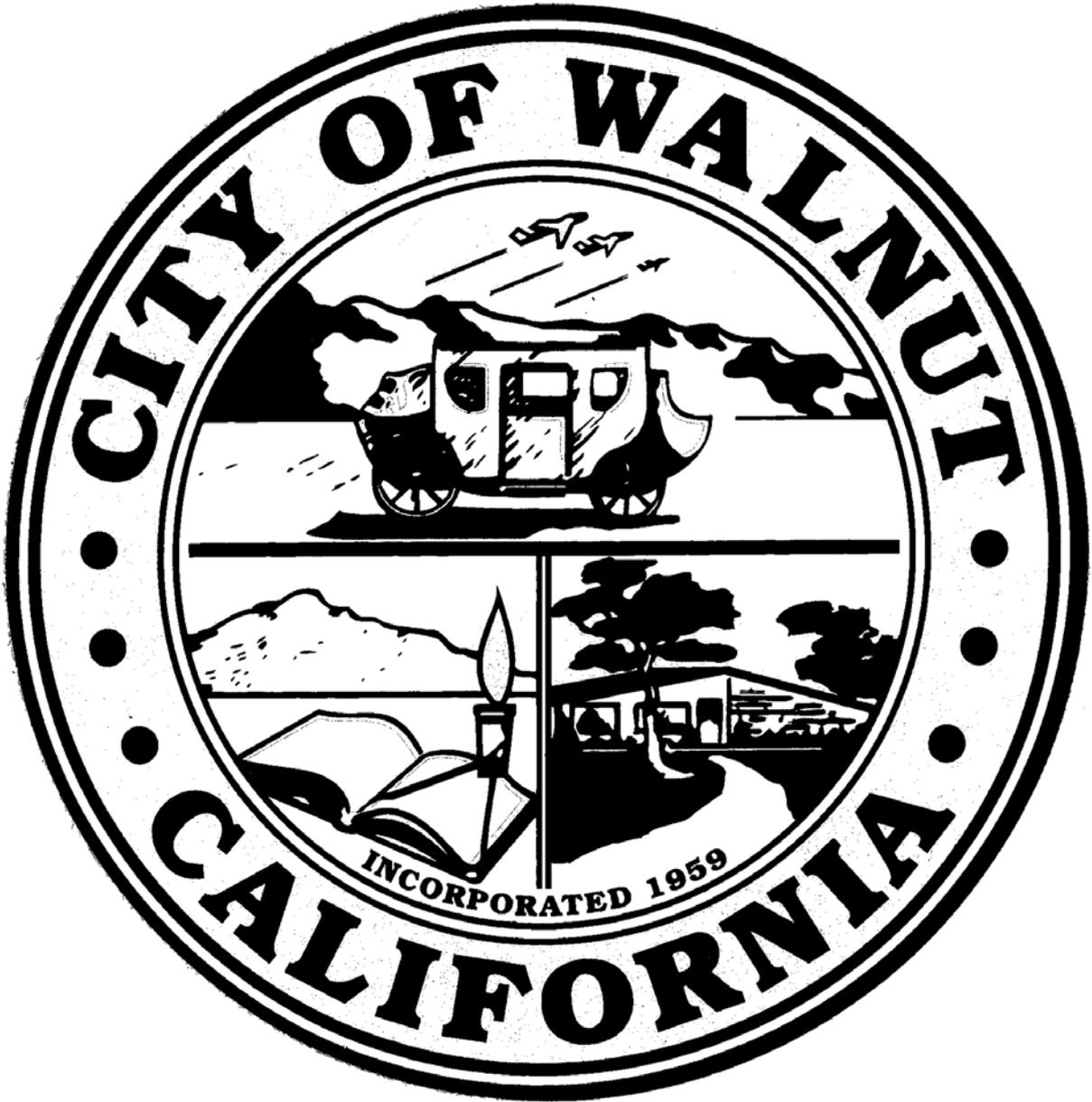
Provides for building plan check and building inspection services through a contract agreement with City Engineers, including staff and public counter assistance, energy plan checks, full plan checks, standard plan checks, and building & safety permits. The budget amount is comprised of the following:

| | |
|---|------------------------------------|
| 01-3220 Building & Safety - Full Plan Check | \$425,000 x 45% = \$191,250 |
| 01-3230 Building & Safety - Standard Plan Check | \$ 0 x 20% = \$ 0 |
| 01-3240 Building & Safety - Permits | \$850,000 x 35% = <u>\$297,500</u> |
| | Total: <u>\$488,750</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
2022-23 BUDGET**

PROGRAM: COMMUNITY DEVELOPMENT

SUB-PROGRAM: SUCCESSOR AGENCY ADMIN

| APPROPRIATION DETAIL | | | | | | |
|---|-----------------------------|---------------|----------|--------------|--------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | BUDGET | ESTIMATE | APPROVED BUDGET |
| PERSONNEL | | | | | | |
| 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 |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| OPERATIONS | | | | | | |
| 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 | 4,485 | 0 | 6,390 | 6,500 | 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 |
| | TOTAL OPERATIONS | 4,485 | 0 | 6,390 | 6,500 | 0 |
| CAPITAL | | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 4,485 | 0 | 6,390 | 6,500 | 0 |
| 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
2022-23

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:

| | |
|--|-----------|
| City Manager | 0% |
| Community Development Director | 0% |
| Director of Administrative Services | 0% |
| City Clerk | 0% |
| Finance Officer | 0% |
| Finance Analyst | 0% |
| Accounting Technician | 0% |

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
2022-23 BUDGET**

PROGRAM: COMMUNITY DEVELOPMENT

SUB-PROGRAM: ECONOMIC DEVELOPMENT

| APPROPRIATION DETAIL | | | | | | | |
|-------------------------|--|----------------|--------------|-------------------|---------------|--------------------|------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 | |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET | |
| PERSONNEL | | | | | | | |
| 01-5911-5101 | REGULAR SALARIES | 0 | 0 | 6,620 | 9,280 | 22,360 | |
| 01-5911-5105 | HEALTH & LIFE INSURANCE | 0 | 0 | 1,350 | 1,350 | 3,720 | |
| 01-5911-5107 | WORKERS' COMPENSATION | 0 | 0 | 120 | 190 | 950 | |
| 01-5911-5108 | PERS | 0 | 0 | 520 | 830 | 1,850 | |
| 01-5911-5110 | MEDICARE | 0 | 0 | 130 | 170 | 360 | |
| 01-5911-5111 | SICK LEAVE/VACATION BUYBACK | 0 | 0 | 0 | 0 | 520 | |
| | TOTAL PERSONNEL | 0 | 0 | 8,740 | 11,820 | 29,760 | |
| OPERATIONS | | | | | | | |
| 01-5911-6201 | CONFERENCE & MEETINGS | 827 | 0 | 0 | 500 | 2,500 | |
| 01-5911-6203 | MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES | 0 | 100 | 0 | 100 | 100 | |
| 01-5911-6215 | VEHICLE/CELL ALLOWANCE | 0 | 0 | 100 | 370 | 830 | |
| 01-5911-6216 | PROFESSIONAL SERVICES | 0 | 0 | 2,000 | 2,000 | 0 | |
| 01-5911-6229 | COMMUNITY RELATIONS | 1,785 | 1,000 | 140 | 200 | 600 | |
| 01-5911-6354 | GRANTS | 207,500 | 0 | 0 | 0 | 0 | |
| 01-5911-6256 | EQUIPMENT USAGE | 0 | 0 | 0 | 0 | 420 | |
| 01-5911-6265 | COMPUTER USAGE | 0 | 0 | 0 | 0 | 2,120 | |
| | TOTAL OPERATIONS | 210,112 | 1,100 | 2,240 | 3,170 | 6,570 | |
| CAPITAL | | | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 | |
| | SUB-PROGRAM TOTAL | 210,112 | 1,100 | 10,980 | 14,990 | 36,330 | |
| FUNDING SOURCE: GENERAL | | F/T EMPLOYEES | 0.00 | 0.00 | 0.28 | 0.28 | 0.28 |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23

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 – 27.5%

Responsible for administration, management, and monitoring of MTA and the City's Senior (Affordable) Housing projects. In addition, responsible for the City's Economic Development program and special projects as assigned. (60% in 41-5850, 12.5% in 23-5300)

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.

6216 **Professional Services**

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

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).

6354 **Grants**

Provides economic development grants to small businesses under the Business Recovery Program (BRP) to reimburse cost associated with business interruption during the COVID-19 public health pandemic.

**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: COMMUNITY DEVELOPMENT

SUB-PROGRAM: ECONOMIC DEVELOPMENT

| APPROPRIATION DETAIL | | | | | | |
|--|--------------------------|----------|----------|-------------------|----------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 08-5911-6354 | GRANTS | 0 | 0 | 0 | 0 | 550,000 |
| | TOTAL OPERATIONS | 0 | 0 | 0 | 0 | 550,000 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 0 | 0 | 0 | 0 | 550,000 |
| FUNDING SOURCE: AMERICAN RESCUE PLAN ACT (ARPA) | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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.

OPERATIONS:

6354 **Grants**

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

**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: COMMUNITY DEVELOPMENT

SUB-PROGRAM: CDBG - HOUSING REHAB.

| APPROPRIATION DETAIL | | | | | | |
|----------------------------------|--------------------------|---------------|---------------|-------------------|---------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 12-5216-6216 | PROFESSIONAL SERVICES | 16,247 | 18,490 | 13,140 | 15,310 | 19,740 |
| 12-5216-6227 | CONTRACTUAL SERVICES | 535 | 3,500 | 2,250 | 4,000 | 4,000 |
| | TOTAL OPERATIONS | 16,782 | 21,990 | 15,390 | 19,310 | 23,740 |
| | CAPITAL | | | | | |
| 12-5216-6350 | LOANS | 7,900 | 12,850 | 0 | 12,850 | 18,960 |
| 12-5216-6354 | GRANTS | 42,500 | 63,670 | 0 | 63,670 | 60,000 |
| | TOTAL CAPITAL | 50,400 | 76,520 | 0 | 76,520 | 78,960 |
| | SUB-PROGRAM TOTAL | 67,182 | 98,510 | 15,390 | 95,830 | 102,700 |
| FUNDING SOURCE: CDBG (\$102,700) | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23

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.

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
2022-23 BUDGET**

PROGRAM: COMMUNITY DEVELOPMENT

SUB-PROGRAM: CDBG - SENIOR ACTIVITIES

| APPROPRIATION DETAIL | | | | | |
|---------------------------------|-----------------------------------|--------------|---------------|-------------------|-----------------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | APPROVED ESTIMATE BUDGET |
| | PERSONNEL | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | |
| 12-5218-6227 | SENIOR TRANSPORTATION CONTRACTUAL | 0 | 13,960 | 5,820 | 10,000 |
| 12-5220-6227 | GAINING RECOVERY OF WIDOWHOOD | 4,800 | 2,500 | 2,000 | 2,500 |
| | TOTAL OPERATIONS | 4,800 | 16,460 | 7,820 | 12,500 |
| | CAPITAL | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 4,800 | 16,460 | 7,820 | 12,500 |
| FUNDING SOURCE: CDBG (\$19,770) | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23

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
2022-23 BUDGET**

PROGRAM: COMMUNITY DEVELOPMENT

SUB-PROGRAM: CDBG - BASIC BAGS 4U

| APPROPRIATION DETAIL | | | | | | |
|--------------------------------|---------------------------------|---------------|--------------|-------------------|----------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 12-5221-6216 | BASIC BAGS 4 U - SENIOR PROGRAM | 42,523 | 0 | 0 | 0 | 0 |
| 12-5222-6216 | BASIC BAGS 4 U - SENIOR PROGRAM | 36,712 | 8,400 | 0 | 0 | 4,900 |
| | TOTAL OPERATIONS | 79,235 | 8,400 | 0 | 0 | 4,900 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 79,235 | 8,400 | 0 | 0 | 4,900 |
| FUNDING SOURCE: CDBG (\$4,900) | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23

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 deliver 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
2022-23 BUDGET**

PROGRAM: COMMUNITY DEVELOPMENT

SUB-PROGRAM: STORM DRAIN/STREET MAINTENANCE

| APPROPRIATION DETAIL | | | | | | |
|--------------------------------------|---|----------------|----------------|-------------------|----------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 21-6102-6227 | CONTRACTUAL SERVICES (Storm Drain) | 65,000 | 65,000 | 65,000 | 65,000 | 65,000 |
| 21-6102-6227 | CONTRACTUAL SERVICES (Street Maintenance) | 203,613 | 202,750 | 193,730 | 202,750 | 225,000 |
| | TOTAL OPERATIONS | 268,613 | 267,750 | 258,730 | 267,750 | 290,000 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 268,613 | 267,750 | 258,730 | 267,750 | 290,000 |
| FUNDING SOURCE: MEASURE M (\$290,00) | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23

STORM DRAIN / STREET MAINTENANCE (21-6102)

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

OPERATIONS:

6227 Contractual Services (Storm Drain)

Provides for maintenance of citywide storm drains.

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 02-6102-6227)

- * Street and Right-of-Way Repair
- * Concrete Repair
- * Traffic Signage/Striping
- * Traffic Counts
- * Storm Drain & Catch Basins (For Fiscal Year 2018-19 \$15,000 moved to 21-6102-6227)
- * Bridge & Guard Rail Repair
- * Traffic Signals/Safety Lighting

**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: COMMUNITY DEVELOPMENT

SUB-PROGRAM: STREET SWEEPING

| APPROPRIATION DETAIL | | | | | | |
|--------------------------------------|--------------------------|---------------|---------------|---------------|---------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 21-6203-6227 | CONTRACTUAL SERVICES | 72,092 | 72,710 | 52,810 | 72,710 | 74,000 |
| | TOTAL OPERATIONS | 72,092 | 72,710 | 52,810 | 72,710 | 74,000 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 72,092 | 72,710 | 52,810 | 72,710 | 74,000 |
| FUNDING SOURCE: MEASURE M (\$74,000) | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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 (\$74,000 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
2022-23 BUDGET**

PROGRAM: COMMUNITY DEVELOPMENT

SUB-PROGRAM: PROPOSITION A

| APPROPRIATION DETAIL | | | | | | |
|----------------------|--|----------------|---------------|----------------|--------------------------|------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | 2022-23 | |
| | | ACTUAL | BUDGET | REVISED BUDGET | APPROVED ESTIMATE BUDGET | |
| PERSONNEL | | | | | | |
| 23-5300-5101 | REGULAR SALARIES | 16,562 | 24,520 | 24,520 | 23,430 | |
| 23-5300-5105 | HEALTH & LIFE INSURANCE | 2,570 | 3,380 | 3,380 | 3,380 | |
| 23-5300-5107 | WORKERS' COMPENSATION | 283 | 440 | 440 | 380 | |
| 23-5300-5108 | PERS | 1,444 | 2,030 | 2,030 | 1,940 | |
| 23-5300-5110 | MEDICARE | 237 | 430 | 430 | 390 | |
| 23-5300-5111 | SICK LEAVE/VACATION BUYBACK | 0 | 1,470 | 1,470 | 930 | |
| | TOTAL PERSONNEL | 21,096 | 32,270 | 32,270 | 30,450 | |
| OPERATIONS | | | | | | |
| 23-5300-6203 | MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES | 4,530 | 4,530 | 4,530 | 4,530 | |
| 23-5300-6215 | VEHICLE/CELL ALLOWANCE | 611 | 750 | 490 | 780 | |
| 23-5307-6227 | TRANSFER CONTRACTUAL SERVICES | 900,000 | 0 | 0 | 500,000 | |
| 23-5315-6227 | PARK & RIDE CONTRACTUAL SERVICES | 5,697 | 6,000 | 6,500 | 8,000 | |
| 23-5315-6250 | PARK & RIDE WATER | 3,204 | 4,000 | 2,870 | 4,000 | |
| 23-5315-6251 | PARK & RIDE ELECTRICITY | 586 | 1,000 | 480 | 1,000 | |
| 23-9306-6227 | RECREATION EXCURSIONS | 0 | 29,000 | 4,940 | 29,000 | |
| | TOTAL OPERATIONS | 914,628 | 45,280 | 19,810 | 547,310 | |
| CAPITAL | | | | | | |
| 23-5310-8410 | BUS SHELTER SOLAR LIGHTING | 3,981 | 6,800 | 0 | 4,800 | |
| 23-5311-8410 | BUS BENCH REPLACEMENT | 12,487 | 13,700 | 0 | 13,700 | |
| | TOTAL CAPITAL | 16,468 | 20,500 | 0 | 18,500 | |
| | SUB-PROGRAM TOTAL | 952,192 | 98,050 | 52,080 | 596,260 | |
| FUNDING SOURCE: | | F/T EMPLOYEES | 0.70 | 0.25 | 0.25 | 0.25 |
| PROP A (\$596,260) | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
PROPOSITION A (FUND 23)

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

PERSONNEL:

23-5300-5101 **Regular Salaries**

Senior Planner – 12.5%

Performs advanced-level professional Planning work and manages complex Planning projects to completion. In addition, supervises planning and land use projects and monitors CDBG and MTA. (37.5% in 01-5000, 30% in 41-5800, 20% in 41-5850)

Management Analyst – 12.5%

Responsible for administration, management, and monitoring of MTA and the City's Senior (Affordable) Housing projects. In addition, responsible for the City's Economic Development program and special projects as assigned. (60% 41-5850, 27.5% in 01-5911)

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 Senior Management Analyst, 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
2022-23 BUDGET**

PROGRAM: COMMUNITY DEVELOPMENT

SUB-PROGRAM: DIAL-A-CAB

| APPROPRIATION DETAIL | | | | | | |
|----------------------|-----------------------------|---------------|----------------|-------------------|----------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| PERSONNEL | | | | | | |
| 23-5410-5101 | REGULAR SALARIES | 0 | 9,070 | 9,070 | 8,030 | 9,580 |
| 23-5410-5105 | HEALTH & LIFE INSURANCE | 0 | 1,690 | 1,690 | 1,340 | 1,690 |
| 23-5410-5107 | WORKERS' COMPENSATION | 0 | 160 | 160 | 140 | 180 |
| 23-5410-5108 | PERS | 0 | 3,700 | 3,700 | 3,440 | 4,270 |
| 23-5410-5110 | MEDICARE | 0 | 130 | 130 | 110 | 150 |
| 23-5410-5111 | SICK LEAVE/VACATION BUYBACK | 0 | 170 | 170 | 0 | 180 |
| | TOTAL PERSONNEL | 0 | 14,920 | 14,920 | 13,060 | 16,050 |
| OPERATIONS | | | | | | |
| 23-5410-6205 | OFFICE SUPPLIES | 0 | 350 | 0 | 350 | 350 |
| 23-5410-6227 | CONTRACTUAL SERVICES | 78,676 | 160,000 | 76,690 | 130,000 | 150,000 |
| | TOTAL OPERATIONS | 78,676 | 160,350 | 76,690 | 130,350 | 150,350 |
| CAPITAL | | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 78,676 | 175,270 | 91,610 | 143,410 | 166,400 |
| FUNDING SOURCE: | | F/T EMPLOYEES | 0.00 | 0.13 | 0.13 | 0.13 |
| PROP A (\$166,400) | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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**

Administrative Assistant – 12.5%

Responsible for all secretarial duties for the City Manager's Office, which includes correspondence for City Manager and Director of Administrative Services. Also, responsible for record management and ensuring all office equipment is in working order. Responsible for assisting the public at the Finance Department counter, handling phone calls, business license information, and passport application processing. (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
2022-23 BUDGET**

PROGRAM: COMMUNITY DEVELOPMENT

SUB-PROGRAM: METROLINK

| APPROPRIATION DETAIL | | | | | | |
|----------------------|-----------------------------|---------------|---------------|-------------------|---------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| PERSONNEL | | | | | | |
| 23-5430-5101 | REGULAR SALARIES | 9,022 | 9,070 | 9,070 | 10,800 | 11,110 |
| 23-5430-5105 | HEALTH & LIFE INSURANCE | 1,728 | 1,690 | 1,690 | 1,830 | 1,690 |
| 23-5430-5107 | WORKERS' COMPENSATION | 149 | 160 | 160 | 190 | 210 |
| 23-5430-5108 | PERS | 3,332 | 3,700 | 3,700 | 3,900 | 4,950 |
| 23-5430-5110 | MEDICARE | 125 | 130 | 130 | 160 | 170 |
| 23-5430-5111 | SICK LEAVE/VACATION BUYBACK | 0 | 200 | 200 | 0 | 210 |
| | TOTAL PERSONNEL | 14,356 | 14,950 | 14,950 | 16,880 | 18,340 |
| OPERATIONS | | | | | | |
| 23-5430-6215 | VEHICLE ALLOW/CELL | 0 | 0 | 260 | 320 | 380 |
| 23-5430-6227 | CONTRACTUAL SERVICES | 800 | 50,000 | 1,190 | 1,000 | 50,000 |
| | TOTAL OPERATIONS | 800 | 50,000 | 1,450 | 1,000 | 50,000 |
| CAPITAL | | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 15,156 | 64,950 | 16,400 | 17,880 | 68,340 |
| FUNDING SOURCE: | | F/T EMPLOYEES | | 0.13 | 0.13 | 0.13 |
| PROP A (\$68,340) | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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:

23-5430-5101 **Regular Salaries**

Finance Analyst - 12.5%

Responsible for recording accounts receivable, processing payroll, and assisting with processing passport applications. Serves as primary backup to the cashiering functions. (67.5% in 01-4500, 20% in 05-8200)

5105 - 5111 See Appendix

OPERATIONS:

23-5430-6227 **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 2022-23, the City budgeted for 130 passes per month.

**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: COMMUNITY DEVELOPMENT

SUB-PROGRAM: WHA PROJ. ADMINISTRATION

| APPROPRIATION DETAIL | | | | | | |
|---------------------------------|--|----------------|----------------|-------------------|----------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| PERSONNEL | | | | | | |
| 41-5800-5101 | REGULAR SALARIES | 243,346 | 243,600 | 234,394 | 251,450 | 252,850 |
| 41-5800-5105 | HEALTH & LIFE INSURANCE | 28,759 | 28,690 | 28,690 | 33,080 | 31,390 |
| 41-5800-5107 | WORKERS' COMPENSATION | 4,286 | 4,430 | 4,430 | 4,580 | 4,640 |
| 41-5800-5108 | PERS | 83,821 | 93,240 | 93,240 | 91,560 | 88,030 |
| 41-5800-5110 | MEDICARE | 3,826 | 3,750 | 3,750 | 4,040 | 3,970 |
| 41-5800-5111 | SICK LEAVE/VACATION BUYBACK | 12,314 | 9,480 | 17,560 | 17,550 | 11,590 |
| | TOTAL PERSONNEL | 376,352 | 383,190 | 382,064 | 402,260 | 392,470 |
| OPERATIONS | | | | | | |
| 41-5800-6203 | MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES | 0 | 250 | 0 | 250 | 250 |
| 41-5800-6208 | VEHICLE OPERATIONS | 762 | 1,300 | 1,000 | 1,300 | 1,300 |
| 41-5800-6215 | VEHICLE/CELL ALLOWANCE | 5,272 | 5,340 | 4,320 | 5,820 | 5,860 |
| 41-5800-6216 | PROFESSIONAL SERVICES | 15,684 | 10,800 | 780 | 5,800 | 10,000 |
| 41-5800-6256 | EQUIPMENT USAGE | 2,258 | 2,860 | 2,380 | 2,850 | 3,250 |
| 41-5800-6265 | COMPUTER USAGE | 13,711 | 12,900 | 10,750 | 13,420 | 16,370 |
| 41-5800-6278 | BANK CHARGES | 375 | 300 | 310 | 300 | 300 |
| | TOTAL OPERATIONS | 38,062 | 33,750 | 19,540 | 29,740 | 37,330 |
| CAPITAL | | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 414,414 | 416,940 | 401,604 | 432,000 | 429,800 |
| FUNDING SOURCE: WHA (\$429,800) | | F/T EMPLOYEES | 1.93 | 1.93 | 2.13 | 2.13 |
| | | | | | 2.13 | 2.13 |

**CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23**

WALNUT HOUSING AUTHORITY PROJECT ADMINISTRATION (41-5800)

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

PERSONNEL:

5101 **Regular Salaries**

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

| | |
|--|---------------------------|
| Walnut Housing Authority Members | (\$50 per meeting) |
| City Manager | 25% |
| Director of Administrative Services | 25% |
| Community Development Director | 25% |
| Finance Officer | 2.5% |
| City Clerk | 10% |
| Senior Planner | 30% |
| Associate Planner | 50% |
| Finance Analyst | 2.5% |
| Associate Planner | 20% |
| Accounting Technician | 2.5% |

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 a vehicle allowance for the Director of Administrative Services, Finance Officer, City Clerk, Senior Planner, Associate Planner, Finance Analyst, and Assistant Planner, which is distributed through payroll. Also, provides for a cell phone allowance for the City Manager, Community Development Director, Director of Administrative Services, Finance Officer, City Clerk, Senior Planner, Associate Planner, Finance Analyst, and Assistant Planner, 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
2022-23 BUDGET**

PROGRAM: COMMUNITY DEVELOPMENT

SUB-PROGRAM: WHA HOUSING MONITORING

| APPROPRIATION DETAIL | | | | | | |
|---------------------------|-----------------------------|---------------|---------------|-------------------|---------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| PERSONNEL | | | | | | |
| 41-5850-5101 | REGULAR SALARIES | 0 | 40,510 | 40,510 | 47,040 | 70,010 |
| 41-5850-5102 | REGULAR PART-TIME EMPLOYEES | 0 | 0 | 5,300 | 5,300 | 19,490 |
| 41-5850-5105 | HEALTH & LIFE INSURANCE | 0 | 8,100 | 8,100 | 9,600 | 18,540 |
| 41-5850-5107 | WORKERS' COMPENSATION | 0 | 1,660 | 1,660 | 830 | 2,810 |
| 41-5850-5108 | PERS | 0 | 3,360 | 3,360 | 3,820 | 14,910 |
| 41-5850-5110 | MEDICARE | 0 | 660 | 760 | 770 | 1,430 |
| 41-5850-5111 | SICK LEAVE/VACATION BUYBACK | 0 | 780 | 1,906 | 1,130 | 2,230 |
| | TOTAL PERSONNEL | 0 | 55,070 | 61,596 | 68,490 | 129,420 |
| OPERATIONS | | | | | | |
| 41-5850-6215 | VEHICLE/CELL ALLOWANCE | 0 | 1,920 | 1,690 | 1,970 | 2,440 |
| 41-5850-6216 | PROFESSIONAL SERVICES | 22,000 | 0 | 1,840 | 2,500 | 2,500 |
| 41-5850-6250 | WATER | 0 | 0 | 330 | 500 | 500 |
| 41-5850-6256 | EQUIPMENT USAGE | 0 | 0 | 0 | 0 | 1,220 |
| 41-5850-6265 | COMPUTER USAGE | 0 | 0 | 0 | 0 | 6,160 |
| | TOTAL OPERATIONS | 22,000 | 1,920 | 3,860 | 4,970 | 12,820 |
| CAPITAL | | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 22,000 | 56,990 | 65,456 | 73,460 | 142,240 |
| FUNDING SOURCE: | | F/T EMPLOYEES | 0.00 | 0.60 | 0.80 | 0.80 |
| WHA - LOW/MOD (\$142,240) | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23

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:

41-5850-5101 **Regular Salaries**

Management Analyst – 60%

Responsible for administration, management, and monitoring of MTA and the City's Senior (Affordable) Housing projects. In addition, responsible for the City's Economic Development program and special projects as assigned. (12.5% in 23-5300, 27.5% in 01-5911)

5102 **Regular Part-Time Employees**

WHA Intern – 100%

Provides assistance with the monitoring of the City's Senior (Affordable) Housing program and conducts research for related special projects, as assigned.

5105 - 5111 See Appendix

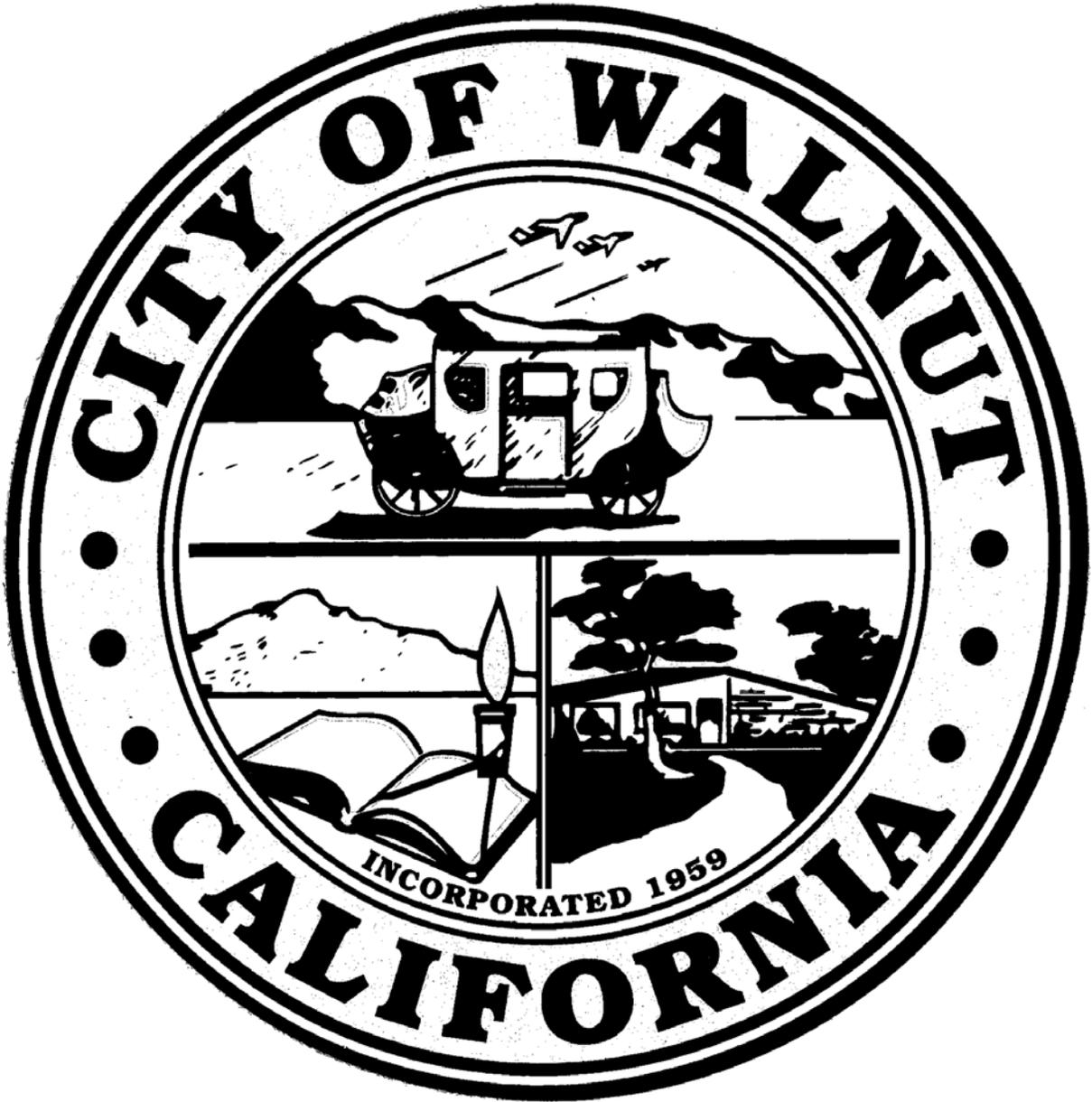
OPERATIONS:

41-5850-6215 **Vehicle/Cell Allowance**

Provides for a vehicle and cell allowance for Management Analyst, which are distributed through payroll.

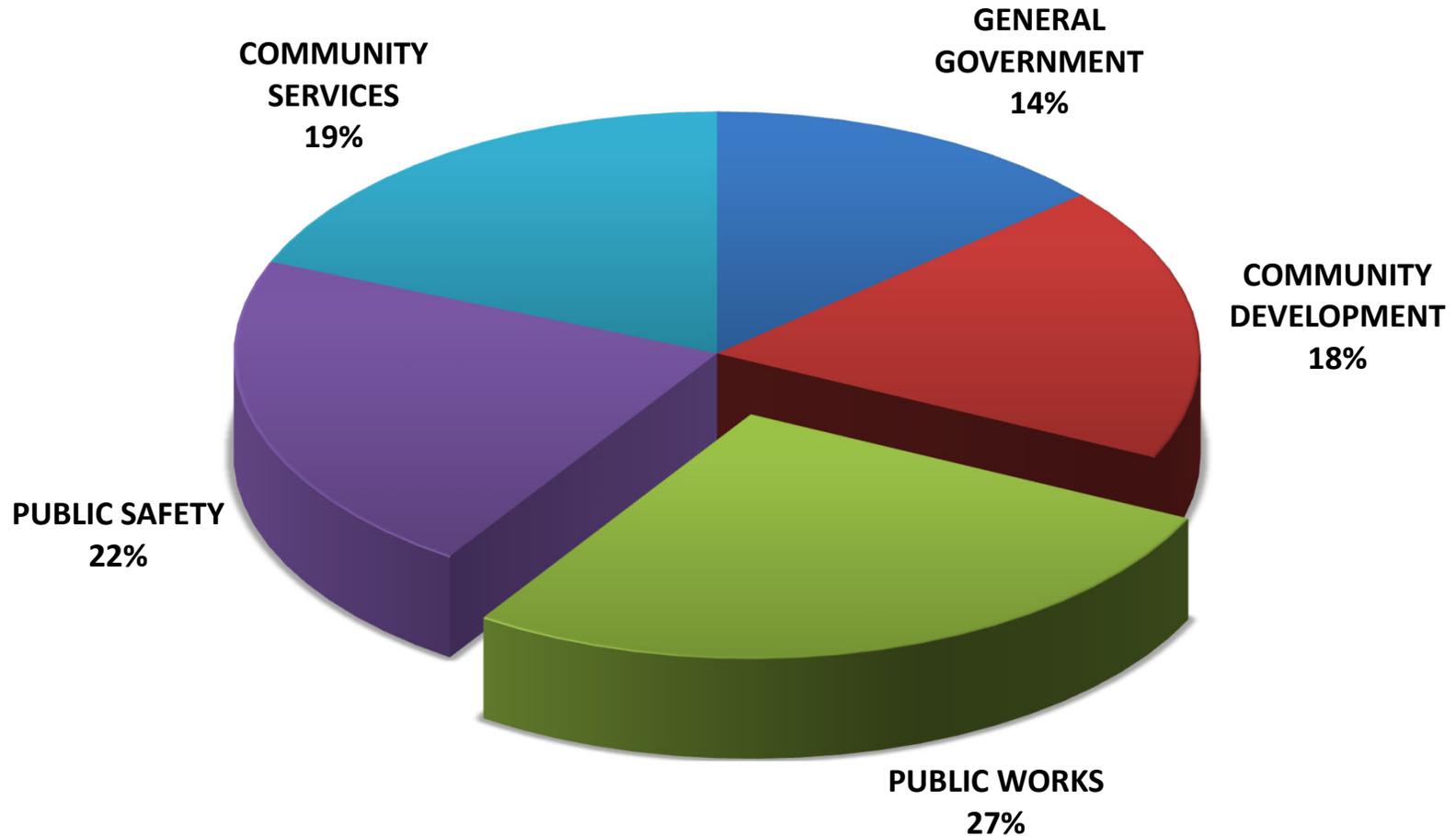
41-5850-6216 **Professional Services**

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.



Public Works

PUBLIC WORKS FISCAL YEAR 2022-23



**Total Public Works Budget
\$6,103,550**

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 2022-23, Public Works will work 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.*
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.*
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. 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.*
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.*
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.*

In 2021-22, Public Works worked to achieve the following goals:

1. Complete road and 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. Fulfill criteria to retain the City's Platinum Status as an Energy Leader for FY 22-23. *We will exceed expectations by seeking new cost efficiencies.*
Performance Measure: In Progress. Walnut has Silver and is on track with the newly adopted two-year program to reach Champion level by FY 23-24.
4. 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 including the addition of Filterra tree planters (mitigation project to improve percolation and therefore cleanliness of storm run-off).
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.*
Performance Measure: Completed.
6. Finalize the annual water usage cost/benefit analysis for the LOSMD for the installation of the controllers. *We will exceed expectations by seeking new cost efficiencies.*
Performance Measure: Completed and the capital cost of the project was fully amortized through water usage savings. This occurred ## ahead of original projections.
7. Retain our highly responsive graffiti abatement program focusing on visible areas in the public right of way. *We will enhance civic pride by ensuring the City is well maintained.*
Performance Measure: Completed.

**Public Works
Measurable Outputs**

| Output | FY 2018-19 | FY 2019-20 | FY 2020-21 | FY 2021-22 | FY 2022-23 |
|---|-------------------|-------------------|-------------------|-------------------|-------------------|
| 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 | 735 | 725 | 700 | 700 |
| Square Feet of streets resurfaced/slurry sealed | 3,534,172 | 2,656,000 | 2,862,703 | 2,875,203 | 2,317,370 |
| Median improvements/upgrades (square footage) | 8,000 | 2,000 | 1,000 | 2,000 | 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) | 5 | 3 | 6 | 8 | 6 |

**FY 2022-23
Public Works
Goals and Relationship to the Mission Statement**

In **FY 2022-23**, the Public Works Division has identified four major goals:

1. Complete road and maintenance projects identified in the Capital Improvement Budget.
2. Complete construction of additional acre for the Meadow Pass Road Mitigation Area.
3. Identify, budget, and prioritize construction for Capital Improvement Projects funded by American Rescue Plan Act (ARPA) Funds.
4. Continue to comply with the requirements of our Water Management Plan (WMP) to include: (a) testing, (b) reporting, and if required (c) mitigation.

The Public Works Division will enhance civic pride by ensuring City parks, streets, LOSMD, public areas and buildings are well-maintained. Public Works will exceed expectations by delivering an excellent level of service while seeking cost efficiencies.

**CITY OF WALNUT
PROGRAM SUMMARY
PUBLIC WORKS**

| | 2020-21 | | 2021-22 | | 2022-23 |
|--------------------------------|-------------------|------------------|-------------------|------------------|--------------------|
| | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| PERSONNEL EXPENSE | 781,314 | 829,910 | 829,910 | 817,150 | 887,260 |
| OPERATIONS EXPENSE | 4,661,608 | 4,751,440 | 3,209,040 | 4,799,820 | 4,965,350 |
| TOTAL OPERATING EXPENSE | 5,442,922 | 5,581,350 | 4,038,950 | 5,616,970 | 5,852,610 |
| CAPITAL | 201,037 | 201,060 | 97,750 | 201,060 | 250,940 |
| PROGRAM TOTAL | 5,643,959 | 5,782,410 | 4,136,700 | 5,818,030 | 6,103,550 |
| | | | | | |
| TOTAL FULL-TIME EMPLOYEES | 5.70 | 4.90 | 4.90 | 4.90 | 5.70 |
| | | | | | |
| SUB-PROGRAMS: | | | | PAGE | |
| ENVIRONMENTAL SERVICES | 01-5600 | | | 182 | |
| ENGINEERING | 01-6000 / 02-6000 | | | 186 | |
| PUBLIC WORKS ADMINISTRATION | 01-6100 | | | 190 | |
| STREET RIGHT-OF-WAY MAINT. | 01-6206 | | | 194 | |
| WEED ABATEMENT | 01-8700 | | | 198 | |
| BUILDING MAINTENANCE | 01-9200 | | | 200 | |
| GENERAL STREET MAINTENANCE | 02-6102 | | | 204 | |
| STREET RIGHT-OF-WAY MAINT. | 02-6206 | | | 206 | |
| TRAFFIC ENGINEERING | 02-6215 | | | 208 | |
| AIR QUALITY MANAGEMENT | 09-5420 - 09-5610 | | | 210 | |
| LOSMD - ZONE 1 | 19-7100 / 01-7100 | | | 216 | |
| LOSMD - ZONE 2 | 19-7200 | | | 219 | |
| LOSMD - ZONE 3 | 19-7300 / 01-7300 | | | 220 | |
| LOSMD - ZONE 4 | 19-7400 / 01-7400 | | | 222 | |
| LOSMD - ZONE 5 | 19-7500 | | | 225 | |
| LOSMD - ZONE 6 | 19-7600 / 01-7600 | | | 226 | |
| LOSMD - ZONE 7 | 19-7700 / 01-7700 | | | 228 | |
| LOSMD - ZONE 8 | 19-7800 | | | 231 | |
| LOSMD - ZONE 9 | 18-7900 | | | 233 | |
| LOSMD - ZONE 11 | 19-7911 | | | 235 | |
| LOSMD - ZONE 12 | 19-7912 | | | 237 | |
| CAPITAL EQUIPMENT REPLACEMENT | 25-9100 | | | 238 | |
| BUILDING MAINTENANCE | 26-9200 | | | 240 | |
| ENVIRONMENTAL SERVICES | 29-5600 | | | 244 | |
| USED OIL RECYCLING GRANT | 32-5601 | | | 246 | |
| RECYCLING GRANT | 33-5605 | | | 248 | |

**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: ENVIRONMENTAL SERVICES

| APPROPRIATION DETAIL | | | | | | |
|--|---------------------------------|----------------|----------------|-------------------|----------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| PERSONNEL | | | | | | |
| 01-5600-5101 | REGULAR SALARIES | 79,962 | 82,300 | 76,990 | 79,180 | 90,290 |
| 01-5600-5105 | HEALTH & LIFE INSURANCE | 9,454 | 9,450 | 9,450 | 10,610 | 9,450 |
| 01-5600-5107 | WORKERS' COMPENSATION | 1,384 | 1,470 | 1,470 | 1,410 | 1,660 |
| 01-5600-5108 | PERS | 14,108 | 15,300 | 15,300 | 14,580 | 16,820 |
| 01-5600-5110 | MEDICARE | 1,222 | 1,270 | 1,270 | 1,290 | 1,380 |
| 01-5600-5111 | SICK LEAVE/VACATION BUYBACK | 495 | 1,570 | 6,880 | 6,880 | 1,720 |
| | TOTAL PERSONNEL | 106,625 | 111,360 | 111,360 | 113,950 | 121,320 |
| OPERATIONS | | | | | | |
| 01-5600-6201 | CONFERENCE & MEETINGS | 0 | 1,500 | 0 | 1,500 | 1,500 |
| 01-5600-6215 | VEHICLE/CELL ALLOWANCE | 2,162 | 2,240 | 1,790 | 2,120 | 2,100 |
| 01-5600-6216 | PROFESSIONAL SERVICES | 19,982 | 6,650 | 0 | 6,650 | 6,650 |
| 01-5600-6227 | CONTRACTUAL SERVICES | 6,544 | 7,000 | 30,470 | 35,110 | 7,000 |
| 01-5600-6256 | EQUIPMENT USAGE | 825 | 1,040 | 870 | 1,040 | 1,070 |
| 01-5600-6265 | COMPUTER USAGE | 4,988 | 4,690 | 3,910 | 4,880 | 5,390 |
| 01-5600-6280 | ENVIRONMENTAL SERVICES SUPPLIES | 0 | 2,000 | 240 | 2,000 | 2,000 |
| | TOTAL OPERATIONS | 34,501 | 25,120 | 37,280 | 53,300 | 25,710 |
| CAPITAL | | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 141,126 | 136,480 | 148,640 | 167,250 | 147,030 |
| FUNDING SOURCE: GENERAL | | F/T EMPLOYEES | 0.70 | 0.70 | 0.70 | 0.70 |
| WASTE MANAGEMENT ADMINISTRATION FUND (AB939 - \$53,000; RECYCLING REBATE - \$0) | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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

Community Services Superintendent - 50%

Under direction of the Assistant City Manager - Community Services/Public Works, responsible for the Maintenance and Public Works Division. Also, responsible for administering and coordinating the City's environmental service programs, purchasing landscape inspections as required, preparing the budgets for this division, and overseeing the supervision and training of employees. (25% in 01-6100, 25% in 01-9100)

Deputy Community Services Director - 20%

Under the direction of the Assistant City Manager - Community Services/Public Works, responsible for the Environmental Services and 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, Office Clerks, 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)

5105 - 5111 See Appendix

OPERATIONS:

6201 Conference & Meetings

Provides for the Community Services Superintendent's 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 Community Services Superintendent 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 Meadowpass 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
2022-23 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: ENGINEERING

| APPROPRIATION DETAIL | | | | | | |
|---|----------------------------------|----------------|----------------|-------------------|----------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 01-6000-6216 | PROFESSIONAL SERVICES | 12,000 | 12,000 | 7,000 | 12,000 | 12,000 |
| 01-6000-6230 | PLAN CHECK SERVICES | 216,899 | 60,750 | 7,910 | 60,750 | 60,750 |
| 01-6000-6232 | PUBLIC WORKS INSPECTION SERVICES | 94,251 | 63,750 | 59,030 | 63,750 | 63,750 |
| 02-6000-6216 | PROFESSIONAL SERVICES | 19,248 | 12,000 | 7,000 | 15,000 | 14,500 |
| | TOTAL OPERATIONS | 342,398 | 148,500 | 80,940 | 151,500 | 151,000 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 342,398 | 148,500 | 80,940 | 151,500 | 151,000 |
| FUNDING SOURCE: (01) GENERAL (02) GAS TAX | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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). Additionally, provides for the speed survey to review and update citywide speed limits in accordance with California Vehicle Code during Fiscal Year 2018-19.

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 | \$75,000 x 75% = \$56,250 |
| 01-3250 Grading & Street Permits | \$ 6,000 x 75% = <u>\$ 4,500</u> |
| | Total: <u>\$ 60,750</u> |

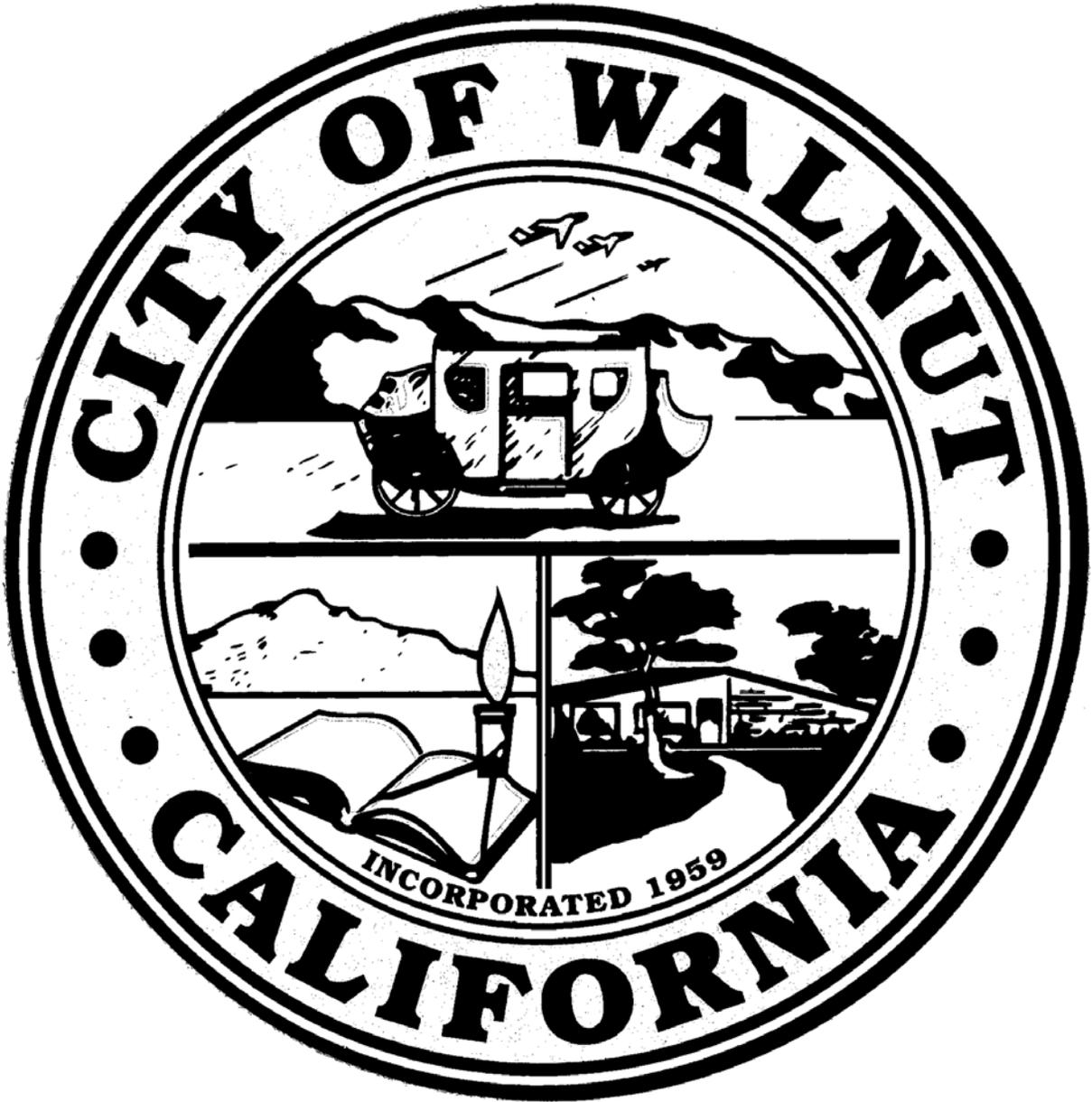
01-6000-6232 **Public Works Inspection Services**

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 | \$85,000 x 75% = \$63,750 |
|----------------------------|---------------------------|

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.



**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: PUBLIC WORKS ADMIN

| APPROPRIATION DETAIL | | | | | | |
|-------------------------|-----------------------------|----------------|----------------|----------------|----------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | BUDGET | ESTIMATE | APPROVED BUDGET |
| PERSONNEL | | | | | | |
| 01-6100-5101 | REGULAR SALARIES | 209,928 | 210,650 | 210,650 | 218,320 | 224,370 |
| 01-6100-5105 | HEALTH & LIFE INSURANCE | 28,763 | 28,760 | 28,760 | 31,120 | 28,760 |
| 01-6100-5107 | WORKERS' COMPENSATION | 8,735 | 11,030 | 11,030 | 9,400 | 12,070 |
| 01-6100-5108 | PERS | 50,842 | 55,390 | 55,390 | 55,730 | 60,660 |
| 01-6100-5110 | MEDICARE | 3,166 | 3,300 | 3,300 | 3,310 | 3,550 |
| 01-6100-5111 | SICK LEAVE/VACATION BUYBACK | 3,850 | 13,170 | 13,170 | 4,930 | 16,070 |
| | TOTAL PERSONNEL | 305,284 | 322,300 | 322,300 | 322,810 | 345,480 |
| OPERATIONS | | | | | | |
| 01-6100-6208 | VEHICLE OPERATIONS | 3,146 | 4,700 | 3,320 | 4,700 | 5,500 |
| 01-6100-6215 | VEHICLE/CELL ALLOWANCE | 1,519 | 1,500 | 1,190 | 1,400 | 1,890 |
| 01-6100-6239 | UNIFORMS | 0 | 300 | 0 | 300 | 300 |
| 01-6100-6256 | EQUIPMENT USAGE | 2,410 | 3,040 | 2,530 | 3,040 | 3,130 |
| 01-6100-6265 | COMPUTER USAGE | 14,610 | 13,740 | 11,450 | 14,280 | 15,800 |
| | TOTAL OPERATIONS | 21,685 | 23,280 | 18,490 | 23,720 | 26,620 |
| CAPITAL | | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 326,969 | 345,580 | 340,790 | 346,530 | 372,100 |
| FUNDING SOURCE: GENERAL | F/T EMPLOYEES | 2.05 | 2.05 | 2.05 | 2.05 | 2.05 |

CITY OF WALNUT

ANNUAL BUDGET DETAIL

2022-23

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**

Assistant City Manager - Community Services/Public Works – 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 – 25 %

Under the direction of the Assistant City Manager - Community Services/Public Works, 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. (50% in 01-5600, 25% in 01-9100)

Maintenance Manager – 50%

Under the direction of the Community Services Superintendent, directly supervises employees assigned to the LOSMD, tree and street maintenance. (25% in 01-6206, 25% in 01-9100)

Maintenance Supervisor – 20%

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

Foreman - 60%

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

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 Assistant City Manager - Community Services/Public Works, Community Services Superintendent, Maintenance Manager, and Maintenance Supervisor, which are distributed through payroll. Also, provides for vehicle allowance for Community Services Superintendent, which is 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
2022-23 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: STREET RIGHT-OF-WAY MTNC

| APPROPRIATION DETAIL | | | | | | |
|-------------------------|------------------------------|----------------|----------------|----------------|----------------|-----------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| PERSONNEL | | | | | | |
| 01-6206-5101 | REGULAR SALARIES | 172,956 | 173,520 | 173,520 | 168,460 | 182,430 |
| 01-6206-5104 | OVERTIME | 3,008 | 2,600 | 2,600 | 2,600 | 2,600 |
| 01-6206-5105 | HEALTH & LIFE INSURANCE | 29,436 | 29,390 | 29,390 | 31,830 | 29,390 |
| 01-6206-5107 | WORKERS' COMPENSATION | 10,623 | 12,090 | 12,090 | 10,460 | 13,110 |
| 01-6206-5108 | PERS | 57,450 | 62,900 | 62,900 | 62,390 | 70,700 |
| 01-6206-5110 | MEDICARE | 2,664 | 2,850 | 2,850 | 2,660 | 3,000 |
| 01-6206-5111 | SICK LEAVE/VACATION BUYBACK | 1,450 | 14,320 | 14,320 | 3,230 | 15,380 |
| | TOTAL PERSONNEL | 277,587 | 297,670 | 297,670 | 281,630 | 316,610 |
| OPERATIONS | | | | | | |
| 01-6206-6208 | VEHICLE OPERATIONS | 4,253 | 11,000 | 5,290 | 11,000 | 11,000 |
| 01-6206-6215 | VEHICLE/CELL ALLOWANCE | 521 | 580 | 440 | 510 | 470 |
| 01-6206-6216 | PROFESSIONAL SERVICES | 0 | 5,000 | 0 | 5,000 | 5,000 |
| 01-6206-6227 | CONTRACTUAL SERVICES | 101,321 | 101,000 | 59,280 | 116,000 | 116,000 |
| 01-6206-6237 | VANDALISM | 1,814 | 1,700 | 1,270 | 1,700 | 1,700 |
| 01-6206-6238 | SMALL TOOLS | 1,318 | 2,000 | 540 | 2,000 | 2,000 |
| 01-6206-6239 | UNIFORMS | 628 | 1,000 | 0 | 1,000 | 1,000 |
| 01-6206-6240 | RODENT CONTROL | 12,960 | 13,000 | 9,720 | 13,000 | 13,000 |
| 01-6206-6247 | EQUIPMENT MAINTENANCE | 2,054 | 1,500 | 1,040 | 1,500 | 1,500 |
| 01-6206-6248 | GROUNDS MAINTENANCE | 5,622 | 7,000 | 4,680 | 7,000 | 7,000 |
| 01-6206-6254 | COMMUNICATIONS | 618 | 700 | 540 | 700 | 700 |
| 01-6206-6256 | EQUIPMENT USAGE | 2,529 | 3,190 | 2,660 | 3,180 | 3,280 |
| 01-6206-6265 | COMPUTER USAGE | 15,317 | 14,410 | 1,210 | 14,990 | 16,570 |
| 01-6206-6290 | SPECIAL MAINTENANCE PROJECTS | 51,901 | 50,000 | 34,170 | 50,000 | 65,000 |
| | TOTAL OPERATIONS | 200,856 | 212,080 | 120,840 | 227,580 | 244,220 |
| CAPITAL | | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 478,443 | 509,750 | 418,510 | 509,210 | 560,830 |
| FUNDING SOURCE: GENERAL | | F/T EMPLOYEES | 2.15 | 2.15 | 2.15 | 2.15 |

**CITY OF WALNUT
ANNUAL BUDGET DETAIL**

2022-23

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**

Assistant City Manager- Community Services/Public Works - 10%

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

Maintenance Manager - 25%

Under the direction of the Community Services Superintendent, 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 Maintenance Manager, 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 Maintenance Manager, 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) |
| 2014 Ford F250 CNG | 1397739 | 10% (90% in 01-9100) |
| 2014 Ford F250 CNG | 1397738 | 10% (90% in 01-9100) |
| 2002 GMC C3500 | 1086338 | 100% |

6215 Vehicle/Cell Allowance

Provides for a cell phone allowance for the Assistant City Manager - Community Services/Public Works, Maintenance Manager, 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 2020-21 see 02-6206-6290)

**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: WEED ABATEMENT

| APPROPRIATION DETAIL | | | | | | |
|-------------------------|--------------------------|---------------|---------------|-------------------|---------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 01-8700-6227 | CONTRACTUAL SERVICES | 73,226 | 50,000 | 4,100 | 50,000 | 80,000 |
| | TOTAL OPERATIONS | 73,226 | 50,000 | 4,100 | 50,000 | 80,000 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 73,226 | 50,000 | 4,100 | 50,000 | 80,000 |
| FUNDING SOURCE: GENERAL | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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
2022-23 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: BUILDING MAINTENANCE

| APPROPRIATION DETAIL | | | | | | | |
|-------------------------|-------------------------------|---------------|----------------|-------------------|----------------|--------------------|------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 | |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET | |
| PERSONNEL | | | | | | | |
| 01-9200-5101 | REGULAR SALARIES | 0 | 68,050 | 68,050 | 70,480 | 71,540 | |
| 01-9200-5104 | OVERTIME | 0 | 3,000 | 3,000 | 3,000 | 3,000 | |
| 01-9200-5105 | HEALTH & LIFE INSURANCE | 0 | 10,800 | 10,800 | 12,510 | 10,800 | |
| 01-9200-5107 | WORKERS' COMPENSATION | 0 | 5,700 | 5,700 | 5,650 | 6,160 | |
| 01-9200-5108 | PERS | 0 | 5,640 | 5,640 | 5,800 | 5,910 | |
| 01-9200-5110 | MEDICARE | 0 | 1,190 | 1,190 | 1,140 | 1,280 | |
| 01-9200-5111 | SICK LEAVE/VACATION BUYBACK | 0 | 4,200 | 4,200 | 180 | 5,160 | |
| | TOTAL PERSONNEL | 0 | 98,580 | 98,580 | 98,760 | 103,850 | |
| OPERATIONS | | | | | | | |
| 01-9200-6208 | VEHICLE OPERATIONS | 0 | 3,000 | 1,340 | 3,000 | 3,500 | |
| 01-9200-6213 | BUILDING MAINTENANCE/SUPPLIES | 0 | 27,000 | 11,290 | 27,000 | 27,000 | |
| 01-9200-6215 | VEHICLE/CELL ALLOWANCE | 0 | 360 | 360 | 420 | 1,800 | |
| 01-9200-6246 | BUILDING MAINTENANCE | 0 | 348,500 | 233,250 | 348,500 | 360,500 | |
| 01-9200-6256 | EQUIPMENT USAGE | 0 | 1,190 | 990 | 1,180 | 1,220 | |
| 01-9200-6265 | COMPUTER USAGE | 0 | 5,630 | 4,470 | 5,580 | 6,160 | |
| 01-9200-6290 | SPECIAL MAINTENANCE PROJECTS | 38,874 | 30,000 | 950 | 30,000 | 30,000 | |
| | TOTAL OPERATIONS | 38,874 | 415,680 | 252,650 | 415,680 | 430,180 | |
| CAPITAL | | | | | | | |
| 01-9200-8402 | MACHINERY & EQUIPMENT | 8,207 | 10,000 | 10,000 | 10,000 | 10,000 | |
| | TOTAL CAPITAL | 8,207 | 10,000 | 10,000 | 10,000 | 10,000 | |
| | SUB-PROGRAM TOTAL | 47,081 | 524,260 | 361,230 | 524,440 | 544,030 | |
| FUNDING SOURCE: GENERAL | | F/T EMPLOYEES | 0.00 | 0.00 | 0.00 | 0.00 | 0.80 |

**CITY OF WALNUT
ANNUAL BUDGET DETAIL**

2022-23

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 Maintenance Manager, 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 Maintenance Manager, 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

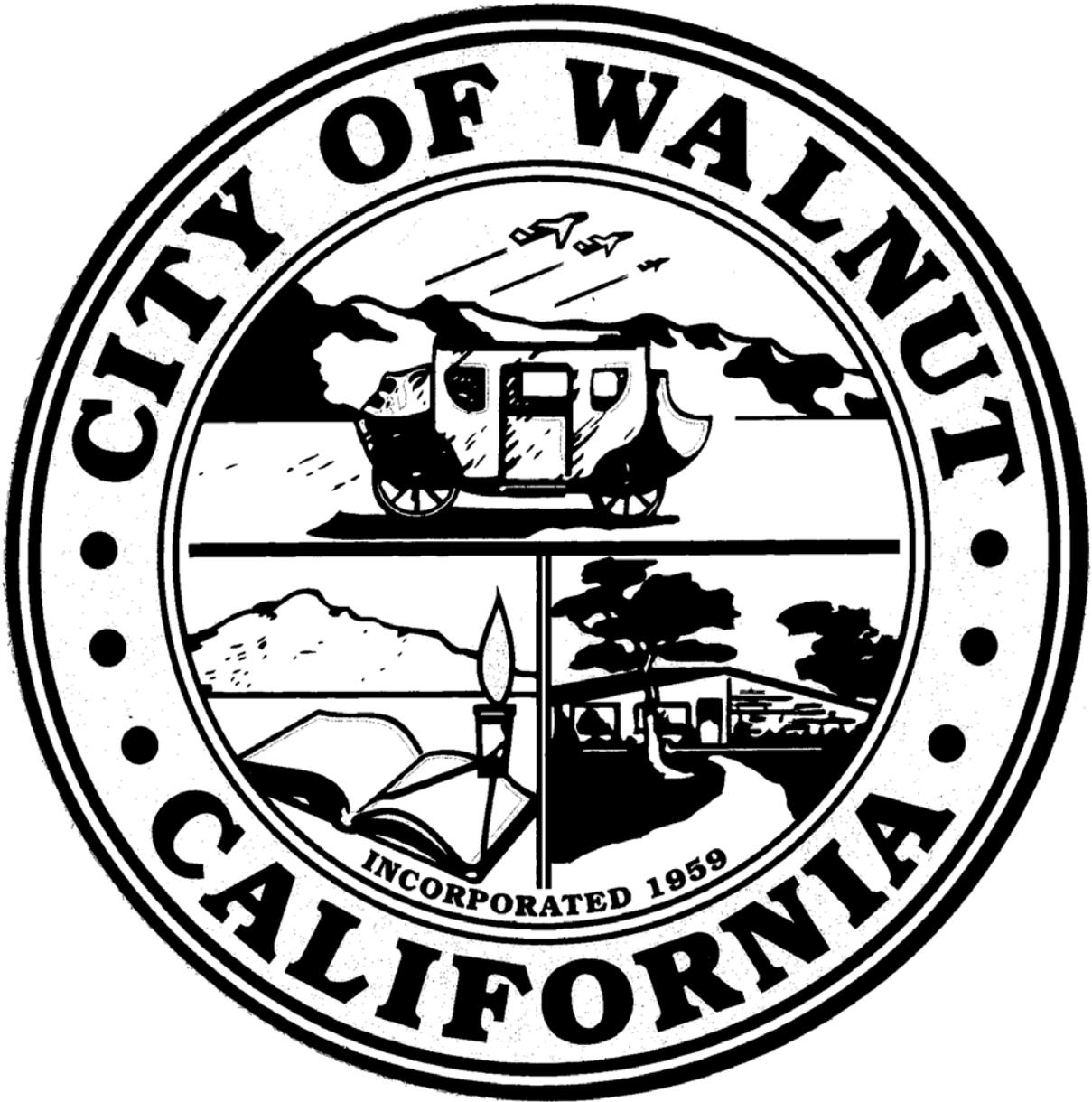
6290 **Special Maintenance Projects**

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
2022-23 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: GENERAL STREET MAINT.

| APPROPRIATION DETAIL | | | | | | |
|-------------------------|--------------------------|----------------|----------------|-------------------|----------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 02-6102-6216 | PROFESSIONAL SERVICES | 4,800 | 4,500 | 2,500 | 4,500 | 4,500 |
| 02-6102-6244 | STREET LIGHT MAINTENANCE | 91,376 | 82,000 | 75,640 | 82,000 | 86,000 |
| 02-6102-6245 | GENERAL MAINTENANCE | 42,861 | 45,000 | 3,750 | 45,000 | 50,000 |
| | TOTAL OPERATIONS | 139,037 | 131,500 | 81,890 | 131,500 | 140,500 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 139,037 | 131,500 | 81,890 | 131,500 | 140,500 |
| FUNDING SOURCE: GAS TAX | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL

2022-23

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.

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
2022-23 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: STREET RIGHT-OF-WAY MTNC

| APPROPRIATION DETAIL | | | | | | |
|-------------------------|------------------------------|----------------|----------------|-------------------|----------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 02-6206-6227 | CONTRACTUAL SERVICES | 264,704 | 265,000 | 217,410 | 265,000 | 273,000 |
| 02-6206-6243 | TREE MAINTENANCE | 67,333 | 72,800 | 37,060 | 72,800 | 75,000 |
| 02-6206-6250 | WATER | 34,162 | 36,000 | 25,740 | 36,000 | 37,800 |
| 02-6206-6251 | ELECTRICITY | 27,508 | 34,650 | 22,310 | 34,650 | 36,400 |
| 02-6206-6290 | SPECIAL MAINTENANCE PROJECTS | 21,108 | 50,000 | 6,940 | 50,000 | 50,000 |
| | TOTAL OPERATIONS | 414,815 | 458,450 | 309,460 | 458,450 | 472,200 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 414,815 | 458,450 | 309,460 | 458,450 | 472,200 |
| FUNDING SOURCE: GAS TAX | | | | | | |

**CITY OF WALNUT
ANNUAL BUDGET DETAIL**

2022-23

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 2020-21 see 01-6206-6290)

**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: TRAFFIC ENGINEERING

| APPROPRIATION DETAIL | | | | | | |
|-------------------------|--------------------------|---------------|---------------|-------------------|---------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 02-6215-6216 | PROFESSIONAL SERVICES | 12,000 | 12,000 | 8,000 | 12,000 | 12,000 |
| | TOTAL OPERATIONS | 12,000 | 12,000 | 8,000 | 12,000 | 12,000 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 12,000 | 12,000 | 8,000 | 12,000 | 12,000 |
| FUNDING SOURCE: GAS TAX | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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
2022-23 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: AIR QUALITY MANAGEMENT

| APPROPRIATION DETAIL | | | | | |
|---|---|---------------|---------------|----------------------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | |
| 09-5420-6227 | CONTRACTUAL SERVICES - BUS PASS SUBSIDY | 80 | 8,000 | 130 | 8,000 |
| 09-5425-6227 | CONTRACTUAL SERVICES - EZ PASS SUBSIDY | 0 | 1,000 | 0 | 1,000 |
| 09-5610-6227 | CONTRACTUAL SERVICES | 30,000 | 32,000 | 32,000 | 32,000 |
| | TOTAL OPERATIONS | 30,080 | 41,000 | 32,130 | 41,000 |
| | CAPITAL | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 30,080 | 41,000 | 32,130 | 41,000 |
| FUNDING SOURCE: AIR QUALITY MANAGEMENT (\$40,000) | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL

2022-23

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 (\$74,000) and 09-5610-6227 (\$32,000)).

**CITY OF WALNUT
ANNUAL BUDGET DETAIL**

2022-23

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 | | |

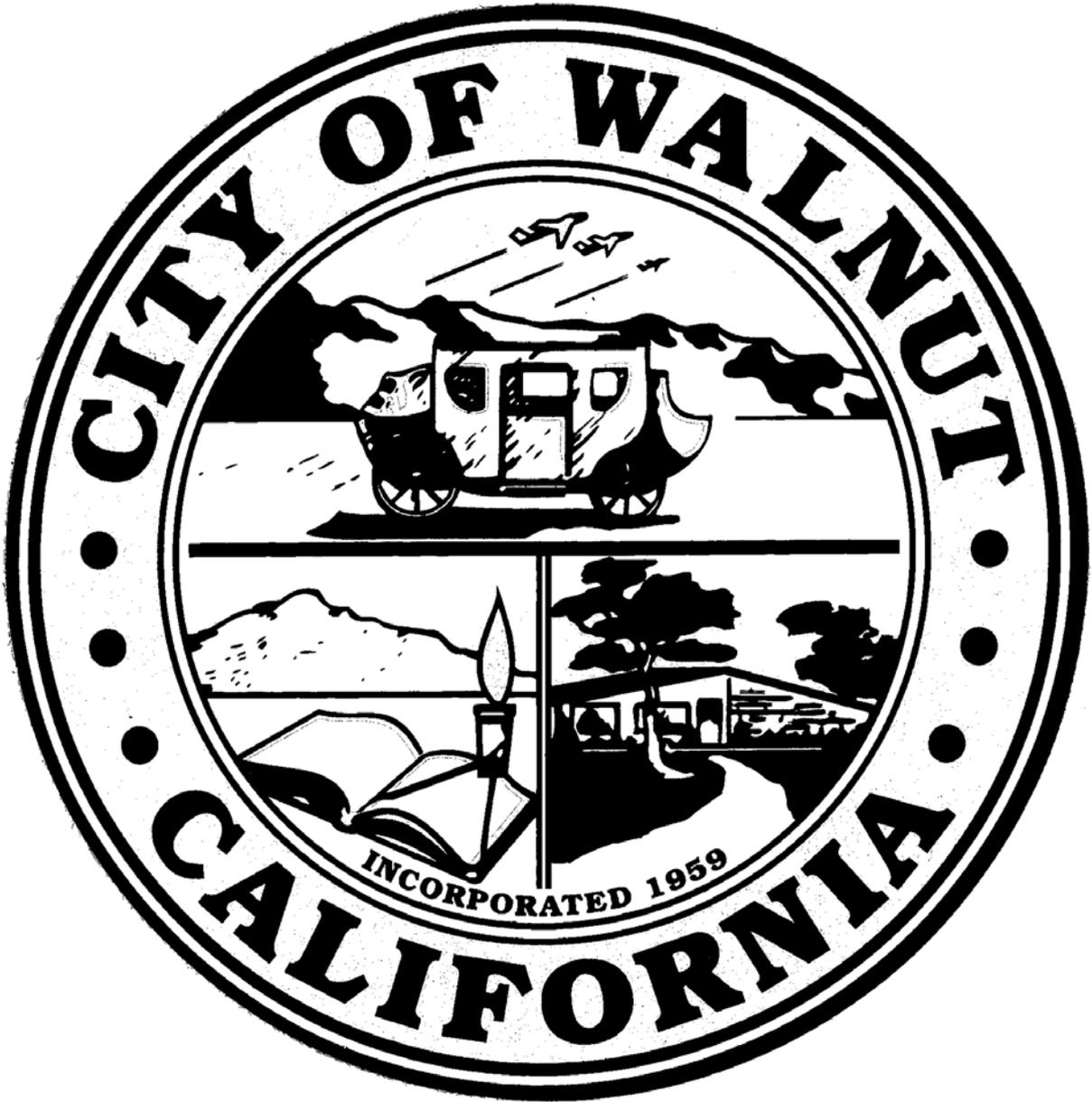
OPERATIONS:

- 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
2022-23 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: LOSMD-ZONE 1

| APPROPRIATION DETAIL | | | | | | |
|-------------------------|--------------------------|---------------|---------------|-------------------|---------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 01-7100-6227 | CONTRACTUAL SERVICES | 9,868 | 9,950 | 8,220 | 9,950 | 10,270 |
| 01-7100-6240 | RODENT CONTROL | 1,200 | 1,200 | 900 | 1,200 | 1,200 |
| 01-7100-6243 | TREE MAINTENANCE | 7,278 | 8,760 | 2,170 | 8,760 | 8,760 |
| 01-7100-6250 | WATER | 6,684 | 7,700 | 4,580 | 7,700 | 8,100 |
| 01-7100-6251 | ELECTRICITY | 292 | 590 | 240 | 590 | 590 |
| | TOTAL OPERATIONS | 25,322 | 28,200 | 16,110 | 28,200 | 28,920 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 25,322 | 28,200 | 16,110 | 28,200 | 28,920 |
| FUNDING SOURCE: GENERAL | | | | | | |

**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: LOSMD - ZONE 1

| APPROPRIATION DETAIL | | | | | | |
|-----------------------|--------------------------|---------------|---------------|-------------------|---------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 19-7100-6216 | PROFESSIONAL SERVICES | 1,000 | 1,000 | 0 | 1,000 | 1,000 |
| 19-7100-6227 | CONTRACTUAL SERVICES | 24,527 | 24,770 | 20,440 | 24,770 | 25,510 |
| 19-7100-6237 | VANDALISM | 0 | 100 | 0 | 100 | 100 |
| 19-7100-6240 | RODENT CONTROL | 2,196 | 2,200 | 1,650 | 2,200 | 2,200 |
| 19-7100-6243 | TREE MAINTENANCE | 5,250 | 12,060 | 2,000 | 12,060 | 12,060 |
| 19-7100-6244 | STREET LIGHT MAINTENANCE | 10,669 | 9,330 | 8,140 | 9,330 | 9,330 |
| 19-7100-6250 | WATER | 14,203 | 15,900 | 9,720 | 15,900 | 15,900 |
| 19-7100-6251 | ELECTRICITY | 542 | 1,090 | 450 | 1,090 | 1,090 |
| | TOTAL OPERATIONS | 58,387 | 66,450 | 42,400 | 66,450 | 67,190 |
| | CAPITAL | | | | | |
| 19-7100-8405 | LANDSCAPE IMPROVEMENTS | 0 | 3,500 | 0 | 3,500 | 3,500 |
| 19-7100-8406 | IRRIGATION IMPROVEMENTS | 414 | 2,500 | 40 | 2,500 | 2,500 |
| | TOTAL CAPITAL | 414 | 6,000 | 40 | 6,000 | 6,000 |
| | SUB-PROGRAM TOTAL | 58,801 | 72,450 | 42,440 | 72,450 | 73,190 |
| FUNDING SOURCE: | | | | | | |
| ASSESSMENT (\$52,750) | | | | | | |
| GENERAL (\$20,440) | | | | | | |
| ACREAGE: 9.90 | | | | | | |



**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: LOSMD - ZONE 2

| APPROPRIATION DETAIL | | | | | | |
|------------------------|--------------------------|----------------|----------------|-------------------|----------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 19-7200-6216 | PROFESSIONAL SERVICES | 1,340 | 1,340 | 0 | 1,340 | 1,340 |
| 19-7200-6227 | CONTRACTUAL SERVICES | 52,525 | 52,800 | 41,420 | 52,800 | 55,800 |
| 19-7200-6237 | VANDALISM | 147 | 310 | 0 | 310 | 310 |
| 19-7200-6240 | RODENT CONTROL | 5,400 | 5,400 | 4,050 | 5,400 | 5,400 |
| 19-7200-6243 | TREE MAINTENANCE | 19,097 | 19,500 | 12,600 | 19,500 | 19,500 |
| 19-7200-6244 | STREET LIGHT MAINTENANCE | 13,937 | 10,790 | 10,930 | 10,790 | 10,790 |
| 19-7200-6250 | WATER | 34,966 | 37,120 | 25,370 | 37,120 | 38,120 |
| 19-7200-6251 | ELECTRICITY | 1,331 | 2,600 | 1,100 | 2,600 | 2,600 |
| | TOTAL OPERATIONS | 128,743 | 129,860 | 95,470 | 129,860 | 133,860 |
| | CAPITAL | | | | | |
| 19-7200-8405 | LANDSCAPE IMPROVEMENTS | 324 | 3,690 | 450 | 3,690 | 3,690 |
| 19-7200-8406 | IRRIGATION IMPROVEMENTS | 71 | 150 | 0 | 150 | 150 |
| | TOTAL CAPITAL | 395 | 3,840 | 450 | 3,840 | 3,840 |
| | SUB-PROGRAM TOTAL | 129,138 | 133,700 | 95,920 | 133,700 | 137,700 |
| FUNDING SOURCE: | | | | | | |
| ASSESSMENT (\$104,710) | | | | | | |
| GENERAL (\$32,990) | | | | | | |
| ACREAGE: 17.00 | | | | | | |

**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: LOSMD-ZONE 3

| APPROPRIATION DETAIL | | | | | | |
|-------------------------|--------------------------|---------------|---------------|-------------------|---------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 01-7300-6227 | CONTRACTUAL SERVICES | 5,910 | 5,920 | 4,930 | 5,920 | 5,920 |
| 01-7300-6240 | RODENT CONTROL | 1,300 | 1,300 | 980 | 1,300 | 1,300 |
| 01-7300-6243 | TREE MAINTENANCE | 5,290 | 7,230 | 7,230 | 7,230 | 7,230 |
| 01-7300-6250 | WATER | 11,170 | 11,580 | 7,740 | 11,580 | 12,160 |
| 01-7300-6251 | ELECTRICITY | 380 | 800 | 320 | 800 | 840 |
| | TOTAL OPERATIONS | 24,050 | 26,830 | 21,200 | 26,830 | 27,450 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 24,050 | 26,830 | 21,200 | 26,830 | 27,450 |
| FUNDING SOURCE: GENERAL | | | | | | |

**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: LOSMD - ZONE 3

| APPROPRIATION DETAIL | | | | | | |
|------------------------|--------------------------|----------------|----------------|-------------------|----------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 19-7300-6216 | PROFESSIONAL SERVICES | 1,500 | 1,500 | 0 | 1,500 | 1,500 |
| 19-7300-6227 | CONTRACTUAL SERVICES | 61,232 | 61,320 | 50,360 | 61,320 | 63,200 |
| 19-7300-6237 | VANDALISM | 0 | 150 | 0 | 150 | 150 |
| 19-7300-6240 | RODENT CONTROL | 7,700 | 7,700 | 5,770 | 7,700 | 7,700 |
| 19-7300-6243 | TREE MAINTENANCE | 42,528 | 42,540 | 39,250 | 42,540 | 45,000 |
| 19-7300-6250 | WATER | 63,854 | 65,550 | 43,830 | 65,550 | 68,780 |
| 19-7300-6251 | ELECTRICITY | 2,772 | 5,940 | 2,320 | 5,940 | 6,240 |
| | TOTAL OPERATIONS | 179,586 | 184,700 | 141,530 | 184,700 | 192,570 |
| | CAPITAL | | | | | |
| 19-7300-8405 | LANDSCAPE IMPROVEMENTS | 746 | 1,000 | 450 | 1,000 | 1,000 |
| 19-7300-8406 | IRRIGATION IMPROVEMENTS | 1,674 | 2,500 | 310 | 2,500 | 2,500 |
| | TOTAL CAPITAL | 2,420 | 3,500 | 760 | 3,500 | 3,500 |
| | SUB-PROGRAM TOTAL | 182,006 | 188,200 | 142,290 | 188,200 | 196,070 |
| FUNDING SOURCE: | | | | | | |
| ASSESSMENT (\$147,900) | | | | | | |
| GENERAL (\$48,170) | | | | | | |
| ACREAGE: 29.88 | | | | | | |

**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: LOSMD-ZONE 4

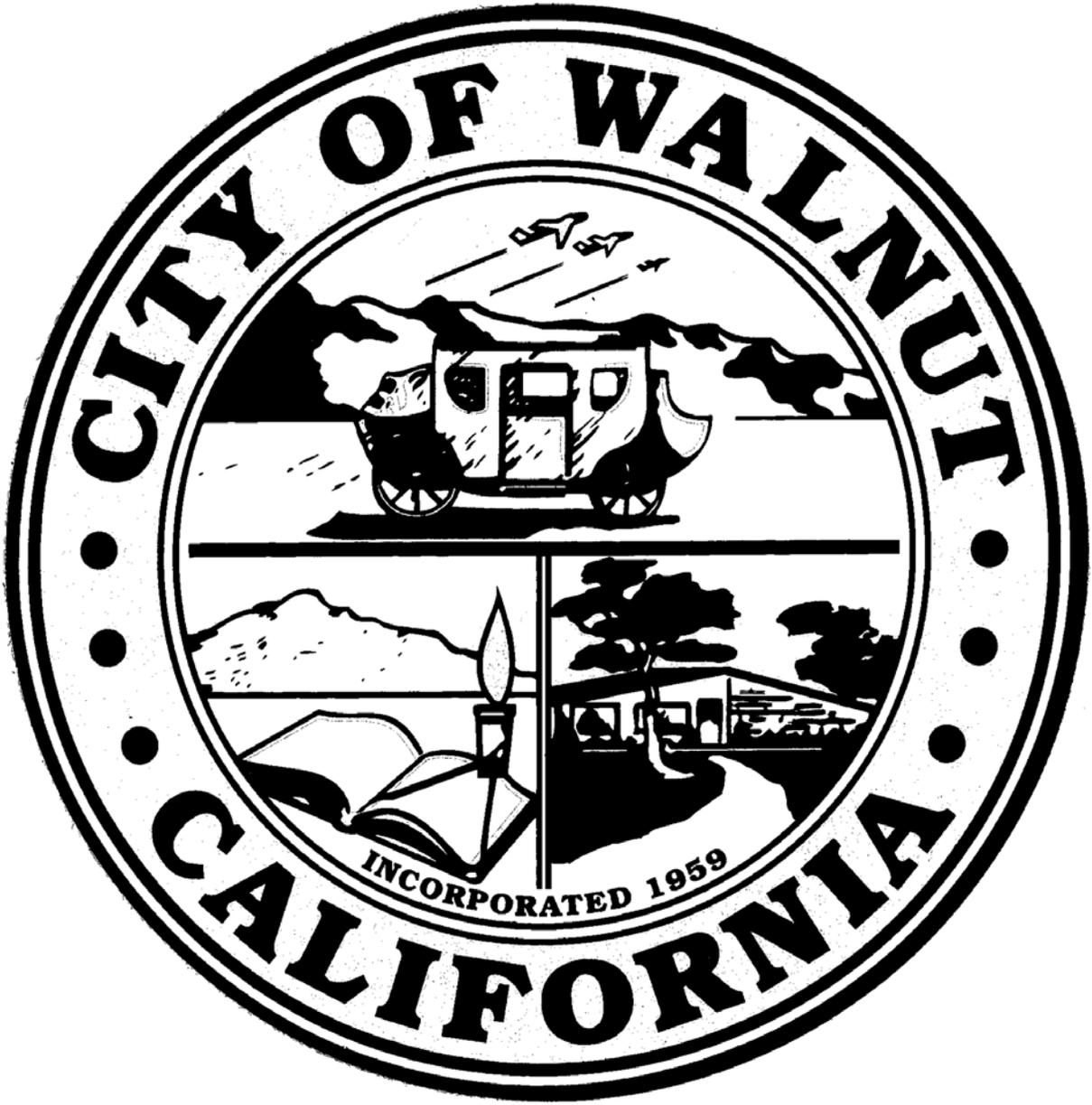
| APPROPRIATION DETAIL | | | | | | |
|-------------------------|--------------------------|----------------|----------------|-------------------|----------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 01-7400-6227 | CONTRACTUAL SERVICES | 88,469 | 55,200 | 45,960 | 55,200 | 82,540 |
| 01-7400-6240 | RODENT CONTROL | 3,480 | 3,480 | 2,610 | 3,480 | 3,480 |
| 01-7400-6243 | TREE MAINTENANCE | 12,915 | 13,000 | 12,990 | 13,000 | 13,520 |
| 01-7400-6250 | WATER | 34,955 | 48,000 | 22,270 | 48,000 | 50,400 |
| 01-7400-6251 | ELECTRICITY | 2,256 | 5,300 | 2,020 | 5,300 | 5,570 |
| | TOTAL OPERATIONS | 142,075 | 124,980 | 85,850 | 124,980 | 155,510 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 142,075 | 124,980 | 85,850 | 124,980 | 155,510 |
| FUNDING SOURCE: GENERAL | | | | | | |

**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: LOSMD - ZONE 4

| APPROPRIATION DETAIL | | | | | | |
|------------------------|--------------------------|----------------|----------------|-------------------|----------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 19-7400-6216 | PROFESSIONAL SERVICES | 6,990 | 6,990 | 0 | 6,990 | 6,990 |
| 19-7400-6227 | CONTRACTUAL SERVICES | 236,698 | 258,020 | 191,990 | 258,020 | 258,020 |
| 19-7400-6237 | VANDALISM | 0 | 310 | 0 | 310 | 310 |
| 19-7400-6240 | RODENT CONTROL | 20,736 | 20,740 | 15,550 | 20,740 | 20,740 |
| 19-7400-6243 | TREE MAINTENANCE | 42,098 | 57,100 | 42,290 | 57,100 | 58,000 |
| 19-7400-6244 | STREET LIGHT MAINTENANCE | 82,271 | 80,780 | 64,470 | 80,780 | 80,780 |
| 19-7400-6250 | WATER | 241,181 | 226,160 | 153,500 | 226,160 | 237,500 |
| 19-7400-6251 | ELECTRICITY | 5,352 | 10,920 | 4,720 | 10,920 | 10,920 |
| | TOTAL OPERATIONS | 635,326 | 661,020 | 472,520 | 661,020 | 673,260 |
| | CAPITAL | | | | | |
| 19-7400-8405 | LANDSCAPE IMPROVEMENTS | 7,277 | 8,000 | 570 | 8,000 | 8,000 |
| 19-7400-8406 | IRRIGATION IMPROVEMENTS | 5,697 | 10,000 | 2,230 | 10,000 | 10,000 |
| | TOTAL CAPITAL | 12,974 | 18,000 | 2,800 | 18,000 | 18,000 |
| | SUB-PROGRAM TOTAL | 648,300 | 679,020 | 475,320 | 679,020 | 691,260 |
| FUNDING SOURCE: | | | | | | |
| ASSESSMENT (\$574,110) | | | | | | |
| GENERAL (\$117,150) | | | | | | |
| ACREAGE: 94.86 | | | | | | |



**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: LOSMD - ZONE 5

| APPROPRIATION DETAIL | | | | | | |
|------------------------|--------------------------|----------------|----------------|-------------------|----------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 19-7500-6216 | PROFESSIONAL SERVICES | 1,670 | 1,670 | 0 | 1,670 | 1,670 |
| 19-7500-6227 | CONTRACTUAL SERVICES | 136,873 | 137,000 | 114,060 | 137,000 | 137,000 |
| 19-7500-6237 | VANDALISM | 0 | 200 | 0 | 200 | 200 |
| 19-7500-6240 | RODENT CONTROL | 7,512 | 7,520 | 5,630 | 7,520 | 7,520 |
| 19-7500-6243 | TREE MAINTENANCE | 17,307 | 19,000 | 14,080 | 19,000 | 19,000 |
| 19-7500-6244 | STREET LIGHT MAINTENANCE | 18,166 | 17,840 | 13,870 | 17,840 | 17,710 |
| 19-7500-6250 | WATER | 72,362 | 67,200 | 49,840 | 67,200 | 70,560 |
| 19-7500-6251 | ELECTRICITY | 5,552 | 8,550 | 4,820 | 8,550 | 9,270 |
| | TOTAL OPERATIONS | 259,442 | 258,980 | 202,300 | 258,980 | 262,930 |
| | CAPITAL | | | | | |
| 19-7500-8405 | LANDSCAPE IMPROVEMENTS | 4,976 | 6,410 | 760 | 6,410 | 6,410 |
| 19-7500-8406 | IRRIGATION IMPROVEMENTS | 22 | 700 | 60 | 700 | 700 |
| | TOTAL CAPITAL | 4,998 | 7,110 | 820 | 7,110 | 7,110 |
| | SUB-PROGRAM TOTAL | 264,440 | 266,090 | 203,120 | 266,090 | 270,040 |
| FUNDING SOURCE: | | | | | | |
| ASSESSMENT (\$205,900) | | | | | | |
| GENERAL (\$64,140) | | | | | | |
| ACREAGE: 47.37 | | | | | | |

**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: LOSMD-ZONE 6

| APPROPRIATION DETAIL | | | | | | |
|-------------------------|--------------------------|---------------|---------------|-------------------|---------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 01-7600-6227 | CONTRACTUAL SERVICES | 27,225 | 27,710 | 19,270 | 27,710 | 28,820 |
| 01-7600-6240 | RODENT CONTROL | 600 | 610 | 450 | 610 | 610 |
| 01-7600-6243 | TREE MAINTENANCE | 2,940 | 3,640 | 1,260 | 3,640 | 3,790 |
| 01-7600-6250 | WATER | 13,479 | 14,250 | 10,300 | 14,250 | 14,970 |
| 01-7600-6251 | ELECTRICITY | 8,684 | 9,690 | 8,100 | 9,690 | 10,170 |
| | TOTAL OPERATIONS | 52,928 | 55,900 | 39,380 | 55,900 | 58,360 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 52,928 | 55,900 | 39,380 | 55,900 | 58,360 |
| FUNDING SOURCE: GENERAL | | | | | | |

**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: LOSMD - ZONE 6

| APPROPRIATION DETAIL | | | | | | |
|------------------------|--------------------------|----------------|----------------|-------------------|----------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 19-7600-6216 | PROFESSIONAL SERVICES | 1,670 | 1,670 | 0 | 1,670 | 1,670 |
| 19-7600-6227 | CONTRACTUAL SERVICES | 88,150 | 90,450 | 73,460 | 90,450 | 94,070 |
| 19-7600-6237 | VANDALISM | 0 | 100 | 0 | 100 | 100 |
| 19-7600-6240 | RODENT CONTROL | 2,544 | 2,550 | 1,910 | 2,550 | 2,550 |
| 19-7600-6243 | TREE MAINTENANCE | 34,483 | 33,300 | 29,160 | 33,300 | 34,640 |
| 19-7600-6244 | STREET LIGHT MAINTENANCE | 50,535 | 36,800 | 39,480 | 36,800 | 36,800 |
| 19-7600-6250 | WATER | 65,812 | 68,460 | 50,270 | 68,460 | 71,880 |
| 19-7600-6251 | ELECTRICITY | 13,582 | 25,500 | 12,670 | 25,500 | 25,500 |
| | TOTAL OPERATIONS | 256,776 | 258,830 | 206,950 | 258,830 | 267,210 |
| | CAPITAL | | | | | |
| 19-7600-8405 | LANDSCAPE IMPROVEMENTS | 1,346 | 2,000 | 0 | 2,000 | 2,000 |
| 19-7600-8406 | IRRIGATION IMPROVEMENTS | 1,208 | 1,900 | 830 | 1,900 | 1,900 |
| | TOTAL CAPITAL | 2,554 | 3,900 | 830 | 3,900 | 3,900 |
| | SUB-PROGRAM TOTAL | 259,330 | 262,730 | 207,780 | 262,730 | 271,110 |
| FUNDING SOURCE: | | | | | | |
| ASSESSMENT (\$240,160) | | | | | | |
| GENERAL (\$30,950) | | | | | | |
| ACREAGE: 29.21 | | | | | | |

**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: LOSMD-ZONE 7

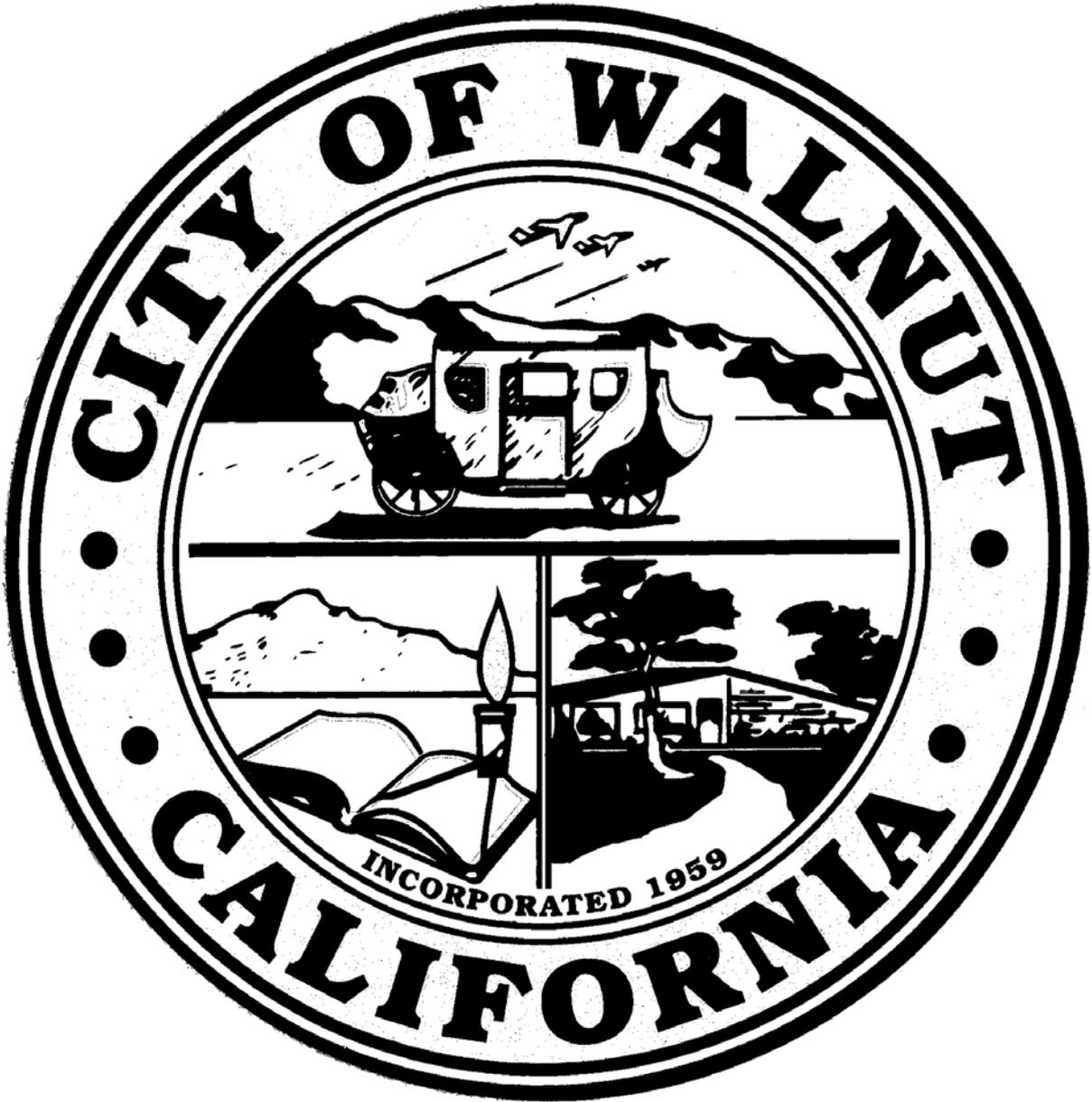
| APPROPRIATION DETAIL | | | | | | |
|-------------------------|--------------------------|---------------|---------------|-------------------|---------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 01-7700-6227 | CONTRACTUAL SERVICES | 24,063 | 24,100 | 20,060 | 24,100 | 25,070 |
| 01-7700-6240 | RODENT CONTROL | 1,248 | 1,250 | 940 | 1,250 | 1,250 |
| 01-7700-6243 | TREE MAINTENANCE | 12,199 | 12,200 | 10,430 | 12,200 | 12,200 |
| 01-7700-6250 | WATER | 12,519 | 17,070 | 8,120 | 17,070 | 17,930 |
| 01-7700-6251 | ELECTRICITY | 629 | 1,640 | 1,560 | 1,640 | 1,640 |
| | TOTAL OPERATIONS | 50,658 | 56,260 | 41,110 | 56,260 | 58,090 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 50,658 | 56,260 | 41,110 | 56,260 | 58,090 |
| FUNDING SOURCE: GENERAL | | | | | | |

**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: LOSMD - ZONE 7

| APPROPRIATION DETAIL | | | | | | |
|---|--------------------------|----------------|----------------|-------------------|----------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| PERSONNEL | | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| OPERATIONS | | | | | | |
| 19-7700-6216 | PROFESSIONAL SERVICES | 1,500 | 1,500 | 0 | 1,500 | 1,500 |
| 19-7700-6227 | CONTRACTUAL SERVICES | 67,145 | 67,200 | 55,950 | 67,200 | 69,890 |
| 19-7700-6237 | VANDALISM | 0 | 100 | 0 | 100 | 100 |
| 19-7700-6240 | RODENT CONTROL | 3,588 | 3,590 | 2,690 | 3,590 | 3,590 |
| 19-7700-6243 | TREE MAINTENANCE | 30,828 | 31,540 | 25,720 | 32,800 | 32,800 |
| 19-7700-6244 | STREET LIGHT MAINTENANCE | 15,115 | 13,970 | 11,910 | 13,970 | 13,970 |
| 19-7700-6250 | WATER | 50,077 | 44,300 | 32,490 | 44,300 | 46,520 |
| 19-7700-6251 | ELECTRICITY | 867 | 4,740 | 2,160 | 4,740 | 4,740 |
| | TOTAL OPERATIONS | 169,120 | 166,940 | 130,920 | 168,200 | 173,110 |
| CAPITAL | | | | | | |
| 19-7700-8405 | LANDSCAPE IMPROVEMENTS | 0 | 2,400 | 0 | 2,400 | 2,400 |
| 19-7700-8406 | IRRIGATION IMPROVEMENTS | 65 | 2,000 | 0 | 2,000 | 2,000 |
| | TOTAL CAPITAL | 65 | 4,400 | 0 | 4,400 | 4,400 |
| | SUB-PROGRAM TOTAL | 169,185 | 171,340 | 130,920 | 172,600 | 177,510 |
| FUNDING SOURCE: ASSESSMENT (\$158,610) GENERAL (\$18,900) ACREAGE: 25.39 | | | | | | |



**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: LOSMD - ZONE 8

| APPROPRIATION DETAIL | | | | | | |
|------------------------|--------------------------|----------------|----------------|-------------------|----------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| PERSONNEL | | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| OPERATIONS | | | | | | |
| 19-7800-6216 | PROFESSIONAL SERVICES | 2,270 | 2,270 | 0 | 2,270 | 2,270 |
| 19-7800-6227 | CONTRACTUAL SERVICES | 105,386 | 106,000 | 88,120 | 106,000 | 110,240 |
| 19-7800-6237 | VANDALISM | 0 | 410 | 0 | 410 | 410 |
| 19-7800-6240 | RODENT CONTROL | 6,072 | 6,080 | 4,550 | 6,080 | 6,080 |
| 19-7800-6243 | TREE MAINTENANCE | 7,341 | 26,000 | 8,260 | 26,000 | 26,000 |
| 19-7800-6244 | STREET LIGHT MAINTENANCE | 9,240 | 11,520 | 7,170 | 11,520 | 11,520 |
| 19-7800-6250 | WATER | 115,426 | 124,300 | 93,810 | 124,300 | 130,520 |
| 19-7800-6251 | ELECTRICITY | 3,695 | 6,800 | 3,070 | 6,800 | 7,140 |
| | TOTAL OPERATIONS | 249,430 | 283,380 | 204,980 | 283,380 | 294,180 |
| CAPITAL | | | | | | |
| 19-7800-8405 | LANDSCAPE IMPROVEMENTS | 641 | 2,000 | 2,790 | 4,000 | 4,000 |
| 19-7800-8406 | IRRIGATION IMPROVEMENTS | 1,723 | 8,000 | 290 | 6,000 | 6,000 |
| | TOTAL CAPITAL | 2,364 | 10,000 | 3,080 | 10,000 | 10,000 |
| | SUB-PROGRAM TOTAL | 251,794 | 293,380 | 208,060 | 293,380 | 304,180 |
| FUNDING SOURCE: | | | | | | |
| ASSESSMENT (\$226,180) | | | | | | |
| GENERAL (\$78,000) | | | | | | |
| ACREAGE: 20.25 | | | | | | |

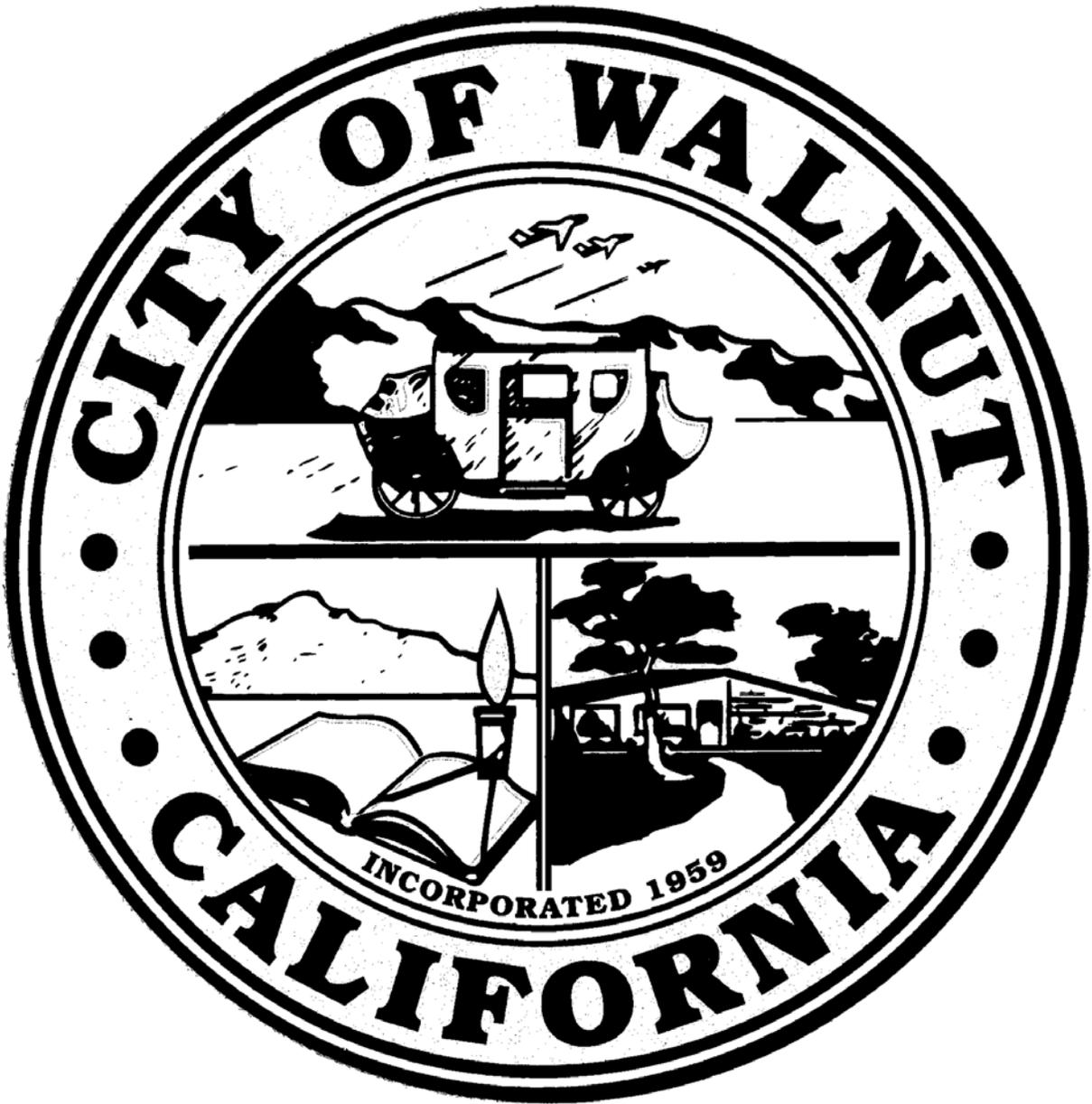


**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: LOSMD - ZONE 9

| APPROPRIATION DETAIL | | | | | | |
|------------------------|--------------------------|----------------|----------------|----------------|----------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 18-7900-6216 | PROFESSIONAL SERVICES | 1,570 | 1,570 | 0 | 1,570 | 1,570 |
| 18-7900-6227 | CONTRACTUAL SERVICES | 405,258 | 426,600 | 335,090 | 426,600 | 443,670 |
| 18-7900-6237 | VANDALISM | 1,547 | 2,500 | 0 | 2,500 | 2,500 |
| 18-7900-6240 | RODENT CONTROL | 22,200 | 22,200 | 16,650 | 22,200 | 22,200 |
| 18-7900-6242 | STORM DRAIN | 2,700 | 25,000 | 0 | 25,000 | 25,000 |
| 18-7900-6243 | TREE MAINTENANCE | 26,156 | 28,600 | 9,430 | 28,600 | 28,600 |
| 18-7900-6244 | STREET LIGHT MAINTENANCE | 12,157 | 10,450 | 9,550 | 10,450 | 10,450 |
| 18-7900-6250 | WATER | 103,896 | 124,950 | 72,810 | 124,950 | 124,950 |
| 18-7900-6251 | ELECTRICITY | 32,177 | 53,550 | 25,770 | 53,550 | 53,550 |
| | TOTAL OPERATIONS | 607,661 | 695,420 | 469,300 | 695,420 | 712,490 |
| | CAPITAL | | | | | |
| 18-7900-8405 | LANDSCAPE IMPROVEMENTS | 1,380 | 1,500 | 0 | 1,500 | 1,500 |
| 18-7900-8406 | IRRIGATION IMPROVEMENTS | 63,526 | 75,000 | 28,870 | 75,000 | 75,000 |
| | TOTAL CAPITAL | 64,906 | 76,500 | 28,870 | 76,500 | 76,500 |
| | SUB-PROGRAM TOTAL | 672,567 | 771,920 | 498,170 | 771,920 | 788,990 |
| FUNDING SOURCE: | | | | | | |
| ASSESSMENT (\$703,530) | | | | | | |
| GENERAL (\$85,460) | | | | | | |
| ACREAGE: 93.5 | | | | | | |

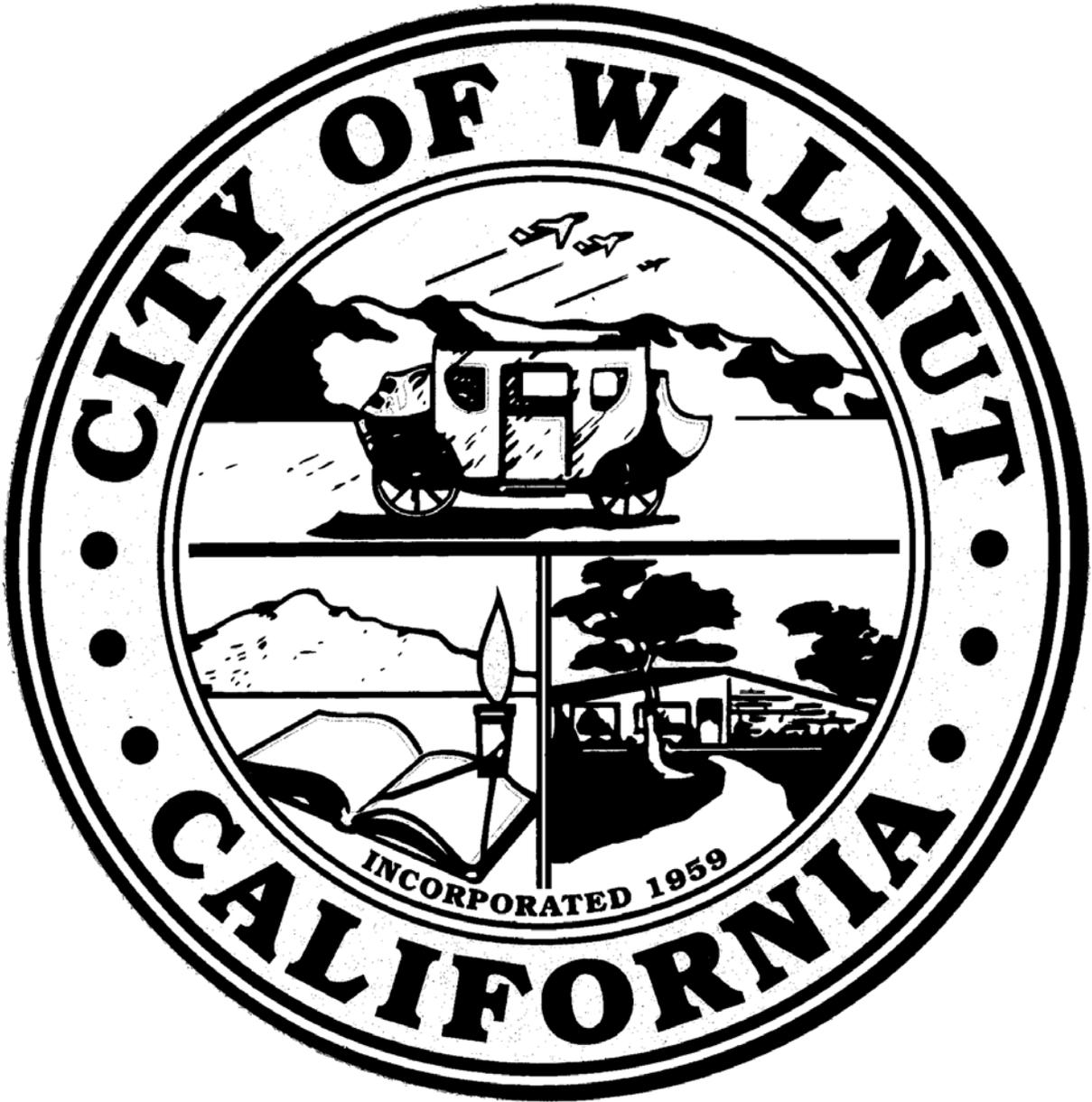


**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: LOSMD - ZONE 11

| APPROPRIATION DETAIL | | | | | | |
|---|--------------------------|--------------|--------------|-------------------|--------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 19-7911-6216 | PROFESSIONAL SERVICES | 620 | 620 | 0 | 620 | 620 |
| 19-7911-6227 | CONTRACTUAL SERVICES | 0 | 400 | 0 | 400 | 400 |
| 19-7911-6244 | STREET LIGHT MAINTENANCE | 643 | 600 | 660 | 600 | 600 |
| | TOTAL OPERATIONS | 1,263 | 1,620 | 660 | 1,620 | 1,620 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 1,263 | 1,620 | 660 | 1,620 | 1,620 |
| FUNDING SOURCE: ASSESSMENT (\$1,220) GENERAL (\$400) ACREAGE: NONE | | | | | | |



**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: LOSMD - ZONE 12

| APPROPRIATION DETAIL | | | | | | |
|-----------------------|--------------------------|---------------|---------------|-------------------|---------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 19-7912-6216 | PROFESSIONAL SERVICES | 720 | 720 | 0 | 720 | 720 |
| 19-7912-6227 | CONTRACTUAL SERVICES | 9,714 | 9,720 | 8,090 | 9,720 | 10,110 |
| 19-7912-6237 | VANDALISM | 0 | 100 | 0 | 100 | 100 |
| 19-7912-6240 | RODENT CONTROL | 1,392 | 1,400 | 1,040 | 1,400 | 1,400 |
| 19-7912-6243 | TREE MAINTENANCE | 512 | 3,000 | 2,850 | 3,000 | 3,000 |
| 19-7912-6244 | STREET LIGHT MAINTENANCE | 1,604 | 2,120 | 1,270 | 2,120 | 2,120 |
| 19-7912-6250 | WATER | 6,726 | 6,410 | 3,680 | 6,410 | 6,730 |
| 19-7912-6251 | ELECTRICITY | 491 | 990 | 420 | 990 | 990 |
| | TOTAL OPERATIONS | 21,159 | 24,460 | 17,350 | 24,460 | 25,170 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 21,159 | 24,460 | 17,350 | 24,460 | 25,170 |
| FUNDING SOURCE: | | | | | | |
| ASSESSMENT (\$16,840) | | | | | | |
| GENERAL (\$8,330) | | | | | | |
| ACREAGE: 1.41 | | | | | | |

**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: CAPITAL EQUIP REPLACEMENT

| APPROPRIATION DETAIL | | | | | | |
|-----------------------------------|--------------------------|---------------|---------------|-------------------|---------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| | TOTAL OPERATIONS | 0 | 0 | 0 | 0 | 0 |
| | CAPITAL | | | | | |
| 25-9100-8402 | MACHINERY & EQUIPMENT | 96,343 | 50,000 | 42,290 | 50,000 | 100,000 |
| | TOTAL CAPITAL | 96,343 | 50,000 | 42,290 | 50,000 | 100,000 |
| | SUB-PROGRAM TOTAL | 96,343 | 50,000 | 42,290 | 50,000 | 100,000 |
| FUNDING SOURCE: CAPITAL EQUIPMENT | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23

CAPITAL EQUIPMENT PURCHASE & REPLACEMENT (FUND 25)

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

CAPITAL:

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

Provides for the purchase of one (1) vehicle (2) utility vehicle's for the maintenance department. In Fiscal Year 2020-21, provided for the purchase of two trucks.

**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: BUILDING MAINTENANCE

| APPROPRIATION DETAIL | | | | | | |
|---------------------------------|-------------------------------|----------------|----------|----------|----------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | BUDGET | ESTIMATE | APPROVED BUDGET |
| PERSONNEL | | | | | | |
| 26-9200-5101 | REGULAR SALARIES | 67,685 | 0 | 0 | 0 | 0 |
| 26-9200-5104 | OVERTIME | 1,260 | 0 | 0 | 0 | 0 |
| 26-9200-5105 | HEALTH & LIFE INSURANCE | 10,800 | 0 | 0 | 0 | 0 |
| 26-9200-5107 | WORKERS' COMPENSATION | 5,328 | 0 | 0 | 0 | 0 |
| 26-9200-5108 | PERS | 5,642 | 0 | 0 | 0 | 0 |
| 26-9200-5110 | MEDICARE | 1,103 | 0 | 0 | 0 | 0 |
| 26-9200-5111 | SICK LEAVE/VACATION BUYBACK | 0 | 0 | 0 | 0 | 0 |
| | TOTAL PERSONNEL | 91,818 | 0 | 0 | 0 | 0 |
| OPERATIONS | | | | | | |
| 26-9200-6208 | VEHICLE OPERATIONS | 1,561 | 0 | 0 | 0 | 0 |
| 26-9200-6213 | BUILDING MAINTENANCE/SUPPLIES | 10,596 | 0 | 0 | 0 | 0 |
| 26-9200-6215 | VEHICLE/CELL ALLOWANCE | 500 | 0 | 0 | 0 | 0 |
| 26-9200-6246 | BUILDING MAINTENANCE | 304,487 | 0 | 0 | 0 | 0 |
| 26-9200-6256 | EQUIPMENT USAGE | 944 | 0 | 0 | 0 | 0 |
| 26-9200-6265 | COMPUTER USAGE | 5,705 | 0 | 0 | 0 | 0 |
| | TOTAL OPERATIONS | 323,793 | 0 | 0 | 0 | 0 |
| CAPITAL | | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 415,611 | 0 | 0 | 0 | 0 |
| FUNDING SOURCE: FACILITY MAINT. | | F/T EMPLOYEES | 0.80 | 0.00 | 0.00 | 0.00 |

CITY OF WALNUT
ANNUAL BUDGET DETAIL

2022-23

BUILDING MAINTENANCE (26-9200)

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 Fiscal Year 2021-22, building expenses were moved to General Fund (01).

PERSONNEL:

5101 **Regular Salaries**

Maintenance Supervisor - 60%

Under the direction of the Maintenance Manager, 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 Maintenance Manager, 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.

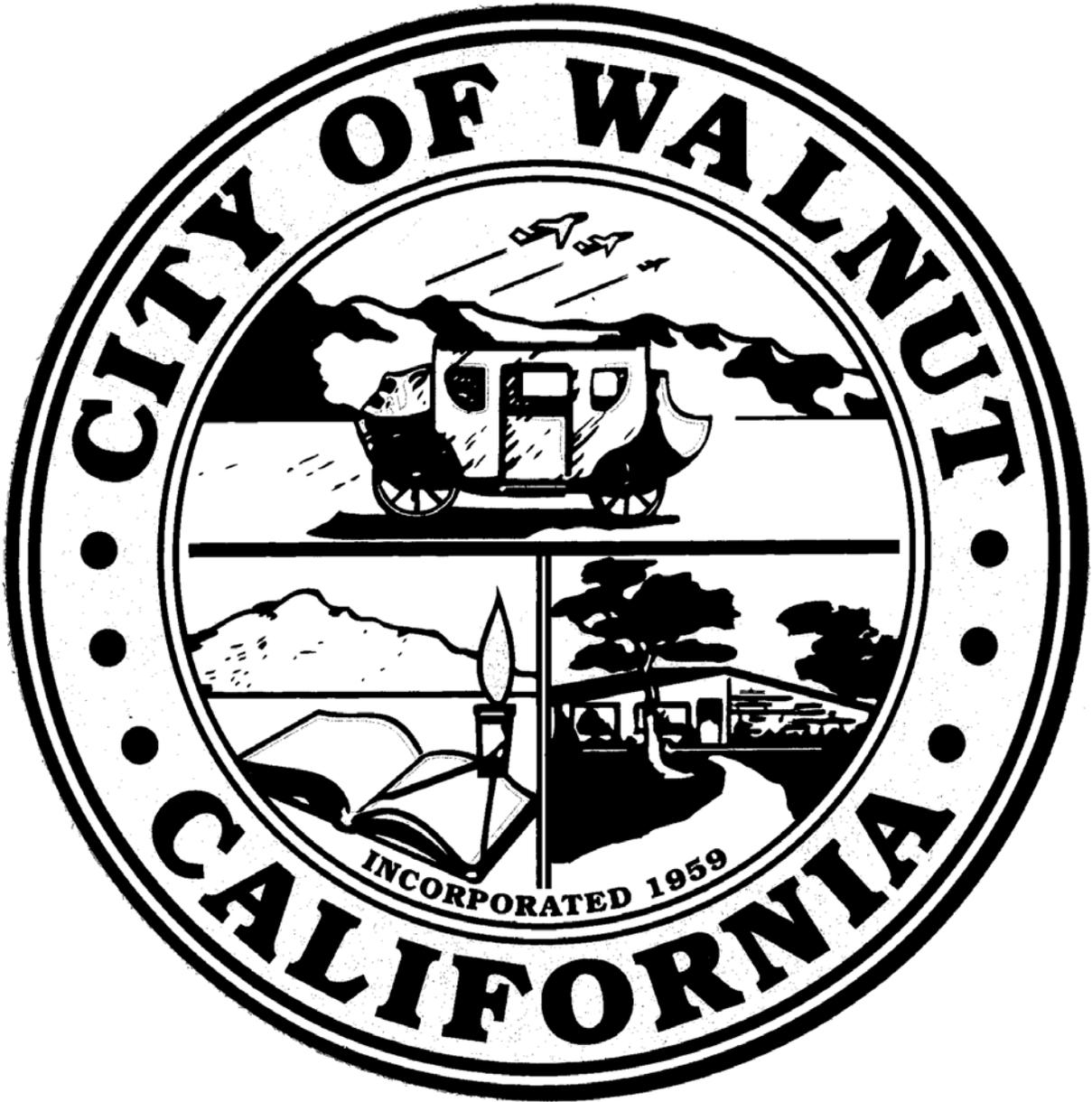
6215 **Vehicle/Cell Allowance**

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



**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: ENVIRONMENTAL SERVICES

| APPROPRIATION DETAIL | | | | | | |
|---------------------------------------|--------------------------|----------------|----------------|---------------|----------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 29-5600-6216 | PROFESSIONAL SERVICES | 57,145 | 175,000 | 44,980 | 175,000 | 175,000 |
| 29-5600-6227 | CONTRACTUAL SERVICES | 102,951 | 30,000 | 27,960 | 30,000 | 30,000 |
| | TOTAL OPERATIONS | 160,096 | 205,000 | 72,940 | 205,000 | 205,000 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 160,096 | 205,000 | 72,940 | 205,000 | 205,000 |
| FUNDING SOURCE: MEASURE W (\$205,000) | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL

2022-23

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:

29-5600-6216 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)

29-5600-6227 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
2022-23 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: USED OIL RECYCLING GRANT

| APPROPRIATION DETAIL | | | | | | |
|--|---------------------------------|--------------|--------------|----------------------------|--------------------|--------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | 2022-23 | |
| | | ACTUAL | BUDGET | REVISED BUDGET ESTIMATE | APPROVED BUDGET | |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 32-5601-6280 | ENVIRONMENTAL SERVICES SUPPLIES | 8,321 | 5,000 | 2,290 | 5,000 | 5,000 |
| | TOTAL OPERATIONS | 8,321 | 5,000 | 2,290 | 5,000 | 5,000 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 8,321 | 5,000 | 2,290 | 5,000 | 5,000 |
| FUNDING SOURCE: USED OIL RECYCLING GRANT (\$0) | | | | | | |

**CITY OF WALNUT
ANNUAL BUDGET DETAIL**

2022-23

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
2022-23 BUDGET**

PROGRAM: PUBLIC WORKS

SUB-PROGRAM: RECYCLING GRANT

| APPROPRIATION DETAIL | | | | | | |
|---|-------------------------------|--------------|--------------|-------------------|--------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| | TOTAL OPERATIONS | 0 | 0 | 0 | 0 | 0 |
| | CAPITAL | | | | | |
| 33-5605-8410 | IMPROVEMENTS OTHER THAN BLDGS | 5,397 | 7,810 | 7,810 | 7,810 | 7,690 |
| | TOTAL CAPITAL | 5,397 | 7,810 | 7,810 | 7,810 | 7,690 |
| | SUB-PROGRAM TOTAL | 5,397 | 7,810 | 7,810 | 7,810 | 7,690 |
| FUNDING SOURCE: GENERAL RECYCLING GRANT (\$7,690) | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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:

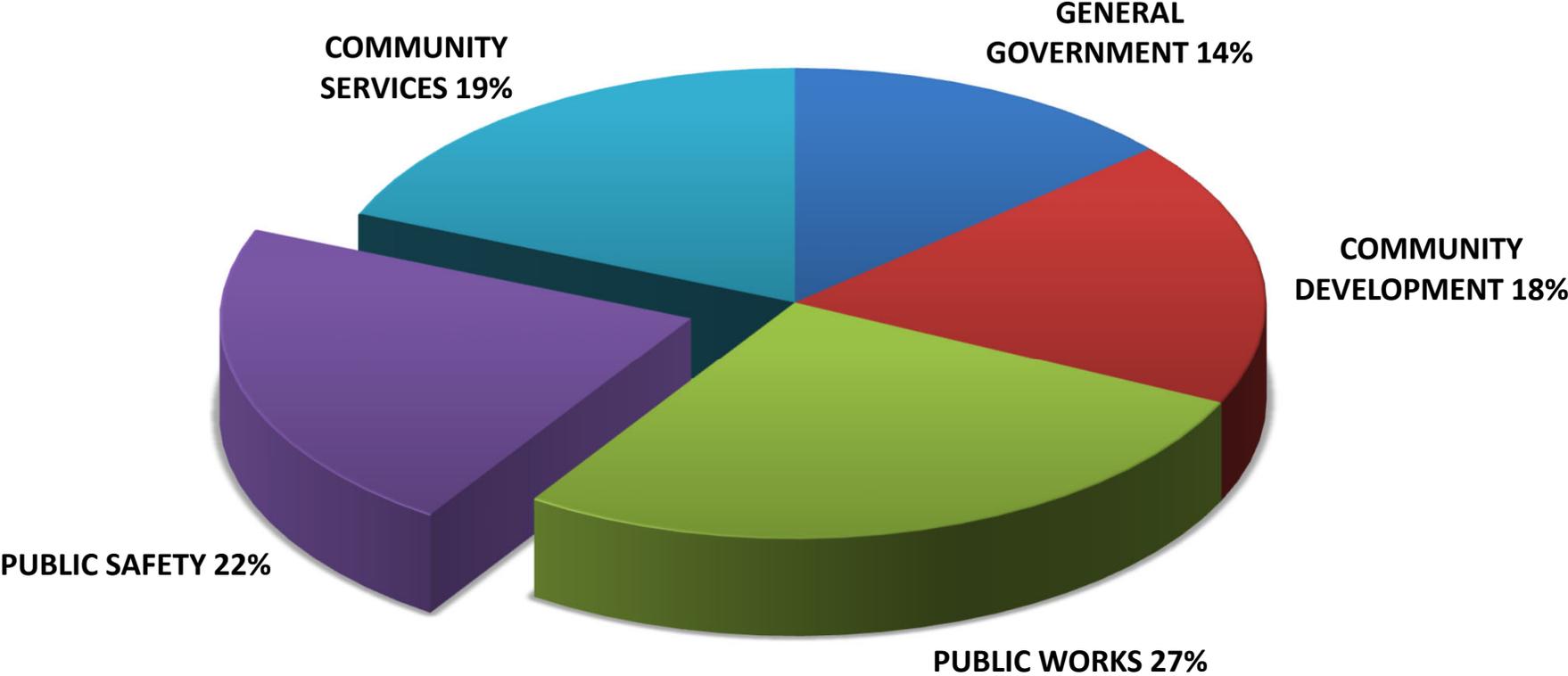
8410 **Improvements other than Buildings**

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 2022-23



**Total Public Safety Budget
\$4,893,590**

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 2022-23, 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 2021-22, 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**

| Output | FY 2018-19 | FY 2019-20 | FY 2020-21 | FY 2021-22 | FY 2022-23 |
|---|-------------------|-------------------|-------------------|-------------------|-------------------|
| Employees trained on Emergency Operations | 100 | 100 | 100 | 100 | 100 |
| National Night Out Event Attendees | 1,250 | 1,250 | 0 | 0 | 0 |
| Neighborhood Watch Meetings | 30 | 30 | 0 | 0 | 0 |
| Public Safety Seminar | 0 | 0 | 0 | 0 | 0 |
| Number of Volunteers on Patrol | 20 | 15 | 15 | 10 | 10 |
| Joint City Council/Sheriff Meeting | 1 | 0 | 0 | 0 | 0 |

| FY 2022-23 Public Safety Goals and Relationship to the Mission Statement |
|--|
| <p>In FY 2022-23, the Public Safety Department has identified seven major goals:</p> <ol style="list-style-type: none"> 1. Continue to maintain the City’s EOC inventory system for equipment and supplies and add/replace items as needed. 2. Continue to meet on a regular basis with members of the Sheriff’s Department and Fire Department to discuss public safety matters. 3. Continue to research opportunities that can enhance law enforcement investigations. 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. 5. Continue to provide EOC training to City staff to maintain the City’s level of readiness. 6. Update the City’s Emergency Action Plan. <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**

| | 2020-21 | | 2021-22 | | 2022-23 |
|--------------------------------|------------------|------------------|-------------------|------------------|--------------------|
| | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| PERSONNEL EXPENSE | 160,863 | 170,920 | 170,920 | 137,920 | 192,340 |
| OPERATIONS EXPENSE | 4,213,120 | 4,534,770 | 3,308,150 | 4,425,020 | 4,701,250 |
| TOTAL OPERATING EXPENSE | 4,373,983 | 4,705,690 | 3,479,070 | 4,562,940 | 4,893,590 |
| CAPITAL | 0 | 0 | 0 | 0 | 0 |
| PROGRAM TOTAL | 4,373,983 | 4,705,690 | 3,479,070 | 4,562,940 | 4,893,590 |
| TOTAL FULL-TIME EMPLOYEES | 1.01 | 1.01 | 1.01 | 1.01 | 1.01 |
| SUB-PROGRAMS: | | | PAGE | | |
| 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
2022-23 BUDGET**

PROGRAM: PUBLIC SAFETY

SUB-PROGRAM: PUBLIC SAFETY ADMINIST'N

| APPROPRIATION DETAIL | | | | | | |
|-------------------------|-----------------------------|---------------|----------------|----------------|----------------|-----------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| 01-8000-5101 | REGULAR SALARIES | 39,801 | 39,610 | 39,610 | 40,570 | 41,250 |
| 01-8000-5105 | HEALTH & LIFE INSURANCE | 4,275 | 4,280 | 4,280 | 4,640 | 4,280 |
| 01-8000-5107 | WORKERS' COMPENSATION | 689 | 710 | 710 | 680 | 760 |
| 01-8000-5108 | PERS | 14,636 | 16,150 | 16,150 | 16,160 | 18,370 |
| 01-8000-5110 | MEDICARE | 631 | 620 | 620 | 640 | 650 |
| 01-8000-5111 | SICK LEAVE/VACATION BUYBACK | 2,327 | 1,690 | 1,690 | 1,520 | 1,950 |
| | TOTAL PERSONNEL | 62,359 | 63,060 | 63,060 | 64,210 | 67,260 |
| | OPERATIONS | | | | | |
| 01-8000-6201 | CONFERENCE & MEETINGS | 0 | 500 | 0 | 500 | 500 |
| 01-8000-6215 | VEHICLE/CELL ALLOWANCE | 1,356 | 1,400 | 1,120 | 1,330 | 1,350 |
| 01-8000-6227 | CONTRACTUAL SERVICES | 17,033 | 95,500 | 85,410 | 106,000 | 117,000 |
| 01-8000-6256 | EQUIPMENT USAGE | 293 | 370 | 310 | 370 | 380 |
| 01-8000-6265 | COMPUTER USAGE | 1,777 | 1,680 | 1,400 | 1,740 | 1,930 |
| | TOTAL OPERATIONS | 20,459 | 99,450 | 88,240 | 109,940 | 121,160 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 82,818 | 162,510 | 151,300 | 174,150 | 188,420 |
| FUNDING SOURCE: GENERAL | F/T EMPLOYEES | 0.25 | 0.25 | 0.25 | 0.25 | 0.25 |

**CITY OF WALNUT
ANNUAL BUDGET DETAIL**

2022-23

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**

Director of Administrative Services - 25%

Responsible for administering the City's public safety contracts, coordinating service requests, serving as a liaison for communications and quarterly meetings, maintaining the traffic and crime statistic files, and authorizing contractual expenditures. (10% in 01-4500, 20% in 01-4502, 20% in 01-4700, 25% in 41-5800)

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 Director of Administrative Services, 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 8th crossing guard is paid out of 07-8003-6227.

6256 - 6265 See Appendix

**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: PUBLIC SAFETY

SUB-PROGRAM: BUSINESS LICENSE ENFORCE.

| APPROPRIATION DETAIL | | | | | | |
|----------------------------------|-----------------------------|---------------|---------------|----------------|---------------|-----------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | 2022-23 | |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| 01-8002-5101 | REGULAR SALARIES | 20,796 | 24,070 | 20,380 | 11,730 | 25,000 |
| 01-8002-5105 | HEALTH & LIFE INSURANCE | 3,376 | 3,380 | 3,380 | 2,290 | 3,380 |
| 01-8002-5107 | WORKERS' COMPENSATION | 417 | 430 | 430 | 210 | 460 |
| 01-8002-5108 | PERS | 5,239 | 5,600 | 5,600 | 4,630 | 11,140 |
| 01-8002-5110 | MEDICARE | 378 | 390 | 390 | 260 | 390 |
| 01-8002-5111 | SICK LEAVE/VACATION BUYBACK | 248 | 1,240 | 4,930 | 4,930 | 470 |
| | TOTAL PERSONNEL | 30,454 | 35,110 | 35,110 | 24,050 | 40,840 |
| | OPERATIONS | | | | | |
| 01-8002-6210 | PRINTING | 920 | 500 | 0 | 500 | 500 |
| 01-8002-6215 | VEHICLE/CELL ALLOWANCE | 309 | 320 | 20 | 30 | 320 |
| 01-8002-6216 | PROFESSIONAL SERVICES | 35,273 | 35,000 | 32,840 | 35,000 | 35,000 |
| 01-8002-6227 | CONTRACTUAL SERVICES | 0 | 700 | 0 | 700 | 700 |
| 01-8002-6256 | EQUIPMENT USAGE | 293 | 370 | 310 | 370 | 380 |
| 01-8002-6265 | COMPUTER USAGE | 1,777 | 1,680 | 1,400 | 1,740 | 1,930 |
| | TOTAL OPERATIONS | 38,572 | 38,570 | 34,570 | 38,340 | 38,830 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 69,026 | 73,680 | 69,680 | 62,390 | 79,670 |
| FUNDING SOURCE: | F/T EMPLOYEES | 0.25 | 0.25 | 0.25 | 0.25 | 0.25 |
| BUSINESS LICENSE TAX (\$127,700) | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL

2022-23

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

Finance Officer - 10%

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, Walnut Successor Agency 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. Serves as the Acting Director of Administrative Services. (67.5% in 01-4500, 20% in 05-8200, 2.5% in 41-5800)

Accounting Technician - 15%

Responsible for the purchase order processing, contract/insurance review, daily deposit review, business license operations and enforcements, and assists with the accounts payable review, as needed. Tracks new fixed assets through City warrants and tags new additions. 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 Finance Officer, 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
2022-23 BUDGET**

PROGRAM: PUBLIC SAFETY

SUB-PROGRAM: GENERAL LAW ENFORCEMENT

| APPROPRIATION DETAIL | | | | | | |
|-------------------------|--------------------------|------------------|------------------|------------------|------------------|------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 01-8100-6227 | CONTRACTUAL SERVICES | 3,790,674 | 3,846,000 | 2,885,170 | 3,846,000 | 3,902,000 |
| 01-8100-6247 | EQUIPMENT MAINTENANCE | 5,605 | 5,000 | 0 | 5,000 | 5,000 |
| | TOTAL OPERATIONS | 3,796,279 | 3,851,000 | 2,885,170 | 3,851,000 | 3,907,000 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 3,796,279 | 3,851,000 | 2,885,170 | 3,851,000 | 3,907,000 |
| FUNDING SOURCE: GENERAL | | | | | | |

**CITY OF WALNUT
ANNUAL BUDGET DETAIL**

2022-23

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) radar guns and maintenance of equipment.

**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: PUBLIC SAFETY

SUB-PROGRAM: GENERAL LAW ENFORCEMENT

| APPROPRIATION DETAIL | | | | | | |
|--|--------------------------|----------|----------|----------------|----------|-----------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 08-8100-6227 | CONTRACTUAL SERVICES | 0 | 0 | 0 | 0 | 100,000 |
| | TOTAL OPERATIONS | 0 | 0 | 0 | 0 | 100,000 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 0 | 0 | 0 | 0 | 100,000 |
| FUNDING SOURCE: AMERICAN RESCUE PLAN ACT (ARPA) | | | | | | |

**CITY OF WALNUT
ANNUAL BUDGET DETAIL**

2022-23

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.

**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: PUBLIC SAFETY

SUB-PROGRAM: HELICOPTER SERVICES

| APPROPRIATION DETAIL | | | | | | |
|-------------------------|--------------------------|----------|---------------|----------------|---------------|-----------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 01-8101-6227 | CONTRACTUAL SERVICES | 0 | 10,000 | 0 | 10,000 | 10,000 |
| | TOTAL OPERATIONS | 0 | 10,000 | 0 | 10,000 | 10,000 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 0 | 10,000 | 0 | 10,000 | 10,000 |
| FUNDING SOURCE: GENERAL | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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
2022-23 BUDGET**

PROGRAM: PUBLIC SAFETY

SUB-PROGRAM: CRIME PREVENTION

| APPROPRIATION DETAIL | | | | | | |
|-------------------------|-----------------------------------|----------------|----------------|----------------|----------------|-----------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 01-8400-6227 | CONTRACTUAL SERVICES | 162,495 | 165,000 | 123,640 | 165,000 | 168,000 |
| 01-8400-6272 | CRIME PREVENTION PROGRAM SUPPLIES | 0 | 2,500 | 0 | 2,500 | 2,500 |
| | TOTAL OPERATIONS | 162,495 | 167,500 | 123,640 | 167,500 | 170,500 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 162,495 | 167,500 | 123,640 | 167,500 | 170,500 |
| FUNDING SOURCE: GENERAL | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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
2022-23 BUDGET**

PROGRAM: PUBLIC SAFETY

SUB-PROGRAM: ANIMAL CONTROL

| APPROPRIATION DETAIL | | | | | | |
|---|--------------------------|---------------|----------------|----------------|----------------|-----------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 01-8500-6227 | CONTRACTUAL SERVICES | 68,875 | 130,000 | 66,810 | 101,000 | 115,000 |
| | TOTAL OPERATIONS | 68,875 | 130,000 | 66,810 | 101,000 | 115,000 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 68,875 | 130,000 | 66,810 | 101,000 | 115,000 |
| FUNDING SOURCE: GENERAL ANIMAL LICENSE SALES (\$20,000) | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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
2022-23 BUDGET**

PROGRAM: PUBLIC SAFETY

SUB-PROGRAM: EMERGENCY PREPAREDNESS

| APPROPRIATION DETAIL | | | | | |
|-------------------------|--|---------------|---------------|-------------------|-----------------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | APPROVED ESTIMATE BUDGET |
| | PERSONNEL | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | |
| 01-8600-6201 | CONFERENCE & MEETINGS | 885 | 1,250 | 0 | 250 |
| 01-8600-6203 | MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES | 4,088 | 4,200 | 3,120 | 4,200 |
| 01-8600-6227 | CONTRACTUAL SERVICES | 9,371 | 10,000 | 9,840 | 10,000 |
| 01-8600-6247 | EQUIPMENT MAINTENANCE | 9,625 | 12,000 | 1,840 | 12,000 |
| 01-8600-6253 | TELEPHONE | 4,690 | 4,900 | 3,950 | 4,900 |
| 01-8600-6254 | COMMUNICATIONS | 1,684 | 1,900 | 1,390 | 2,000 |
| 01-8600-6273 | EMERGENCY PREPAREDNESS SUPPLIES | 5,061 | 2,000 | 0 | 2,000 |
| | TOTAL OPERATIONS | 35,404 | 36,250 | 20,140 | 35,350 |
| | CAPITAL | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 35,404 | 36,250 | 20,140 | 35,350 |
| FUNDING SOURCE: GENERAL | | | | | |

**CITY OF WALNUT
ANNUAL BUDGET DETAIL**

2022-23

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
2022-23 BUDGET**

PROGRAM: PUBLIC SAFETY

SUB-PROGRAM: VOLUNTEERS ON PATROL

| APPROPRIATION DETAIL | | | | | | |
|-------------------------|--------------------------|----------|--------------|-------------------|--------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 01-8900-6201 | CONFERENCE & MEETINGS | 0 | 200 | 0 | 0 | 200 |
| 01-8900-6239 | UNIFORMS | 0 | 1,000 | 0 | 1,000 | 1,000 |
| | TOTAL OPERATIONS | 0 | 1,200 | 0 | 1,000 | 1,200 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 0 | 1,200 | 0 | 1,000 | 1,200 |
| FUNDING SOURCE: GENERAL | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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
2022-23 BUDGET**

PROGRAM: PUBLIC SAFETY

SUB-PROGRAM: VEHICLE CODE FINES

| APPROPRIATION DETAIL | | | | | | |
|-------------------------------|-----------------------------|---------------|----------------|-------------------|---------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| PERSONNEL | | | | | | |
| 05-8200-5101 | REGULAR SALARIES | 47,138 | 48,990 | 41,450 | 23,560 | 52,920 |
| 05-8200-5105 | HEALTH & LIFE INSURANCE | 6,756 | 6,750 | 6,750 | 4,890 | 6,750 |
| 05-8200-5107 | WORKERS' COMPENSATION | 816 | 870 | 870 | 420 | 980 |
| 05-8200-5108 | PERS | 10,448 | 11,540 | 11,540 | 8,900 | 20,610 |
| 05-8200-5110 | MEDICARE | 724 | 770 | 770 | 510 | 810 |
| 05-8200-5111 | SICK LEAVE/VACATION BUYBACK | 1,157 | 2,780 | 10,320 | 10,320 | 1,060 |
| | TOTAL PERSONNEL | 67,039 | 71,700 | 71,700 | 48,600 | 83,130 |
| OPERATIONS | | | | | | |
| 05-8200-6210 | PRINTING | 0 | 2,500 | 0 | 1,500 | 2,500 |
| 05-8200-6215 | VEHICLE/CELL ALLOWANCE | 919 | 940 | 750 | 890 | 1,540 |
| 05-8200-6227 | CONTRACTUAL SERVICES | 9,041 | 25,000 | 5,760 | 15,000 | 15,000 |
| 05-8200-6256 | EQUIPMENT USAGE | 586 | 740 | 620 | 740 | 760 |
| 05-8200-6265 | COMPUTER USAGE | 3,564 | 3,350 | 2,790 | 3,490 | 3,850 |
| | TOTAL OPERATIONS | 14,110 | 32,530 | 9,920 | 21,620 | 23,650 |
| CAPITAL | | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 81,149 | 104,230 | 104,230 | 70,220 | 106,780 |
| FUNDING SOURCE: | | F/T EMPLOYEES | 0.50 | 0.50 | 0.50 | 0.50 |
| VEHICLE CODE FINES (\$35,000) | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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**

Finance Officer - 20%

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, Walnut Successor Agency, 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. Serves as the Acting Director of Administrative Services. (67.5% in 01-4500, 10% in 01-8002, 2.5% in 41-5800)

Finance Analyst - 10%

Responsible for assisting in preparing the City's annual budget. Handles the review of accounts payable, journal entries, budget transfers and daily cash management. Assists in preparing deposit, and bank reconciliations. (87.5% in 01-4500, 2.5% in 41-5800)

Accounting Technician - 20%

Responsible for recording accounts receivable, processing payroll, issuing petty cash, and assisting with processing passport applications. Oversees the parking citation operations and parking permit processing; maintains the active files and archived records. Serves as primary backup for cashiering functions and office supply inventory. (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.

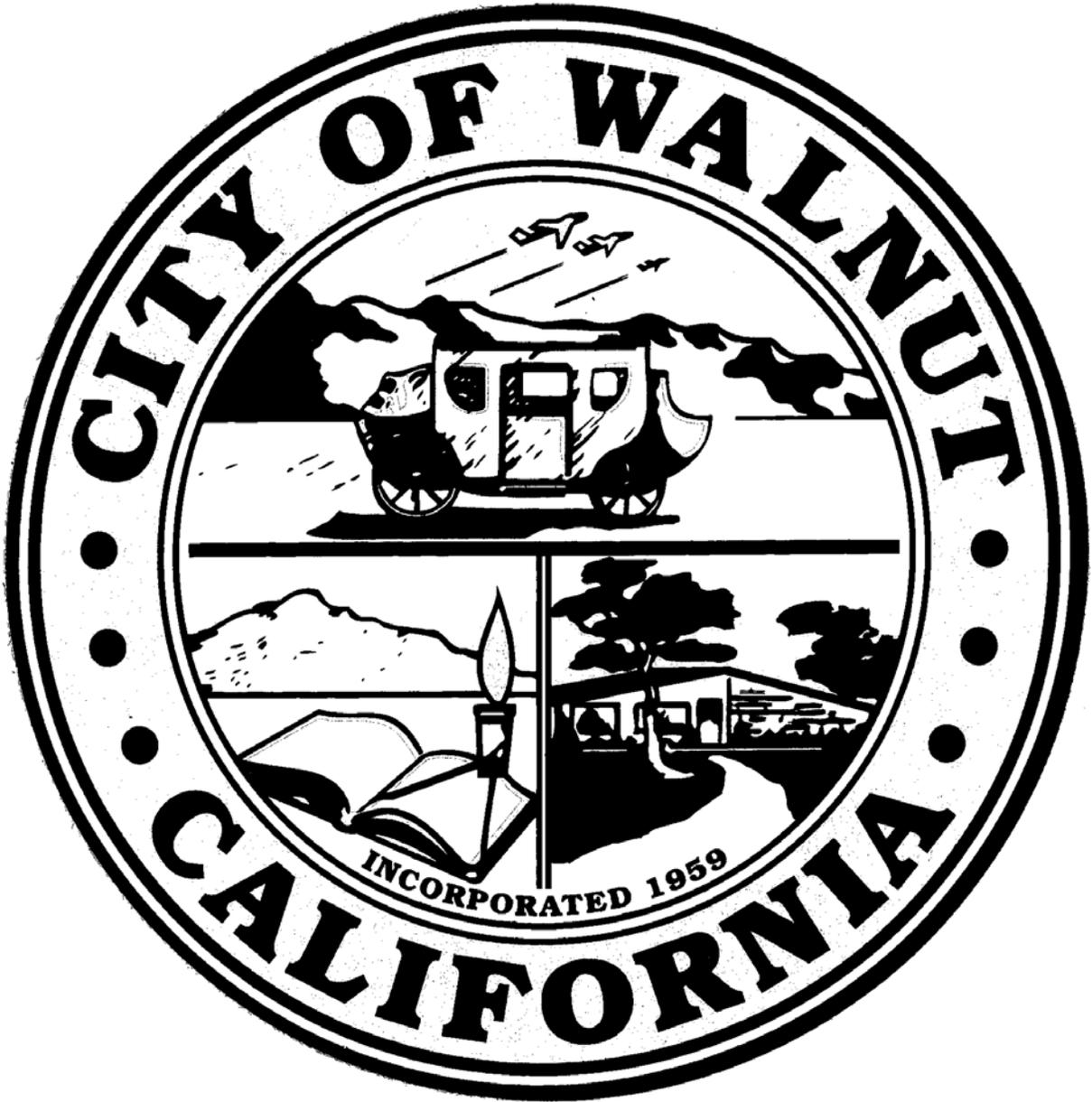
6215 **Vehicle/Cell Allowance**

Provides for a vehicle and cell phone allowance for the Finance Officer 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
2022-23 BUDGET**

PROGRAM: PUBLIC SAFETY

SUB-PROGRAM: CITIZENS OPTNS PUBLIC SFTY

| APPROPRIATION DETAIL | | | | | | |
|----------------------------------|-----------------------------|---------------|----------------|-------------------|---------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| PERSONNEL | | | | | | |
| 07-8003-5101 | REGULAR SALARIES | 785 | 780 | 780 | 800 | 820 |
| 07-8003-5105 | HEALTH & LIFE INSURANCE | 134 | 140 | 140 | 150 | 140 |
| 07-8003-5107 | WORKERS' COMPENSATION | 14 | 20 | 20 | 20 | 20 |
| 07-8003-5108 | PERS | 66 | 70 | 70 | 70 | 70 |
| 07-8003-5110 | MEDICARE | 12 | 20 | 20 | 20 | 20 |
| 07-8003-5111 | SICK LEAVE/VACATION BUYBACK | 0 | 20 | 20 | 0 | 40 |
| | TOTAL PERSONNEL | 1,011 | 1,050 | 1,050 | 1,060 | 1,110 |
| OPERATIONS | | | | | | |
| 07-8003-6215 | VEHICLE/CELL ALLOWANCE | 31 | 40 | 30 | 30 | 30 |
| 07-8003-6216 | PROFESSIONAL SERVICES | 4,800 | 5,500 | 5,000 | 5,500 | 5,500 |
| 07-8003-6227 | CONTRACTUAL SERVICES | 10,702 | 97,000 | 13,190 | 18,000 | 100,500 |
| 07-8003-6247 | EQUIPMENT MAINTENANCE | 60,750 | 65,000 | 60,920 | 65,000 | 70,000 |
| 07-8003-6253 | TELEPHONE | 561 | 650 | 450 | 660 | 670 |
| 07-8003-6256 | EQUIPMENT USAGE | 7 | 10 | 10 | 10 | 20 |
| 07-8003-6265 | COMPUTER USAGE | 75 | 70 | 60 | 70 | 80 |
| | TOTAL OPERATIONS | 76,926 | 168,270 | 79,660 | 89,270 | 176,800 |
| CAPITAL | | | | | | |
| 07-8003-8401 | FURNISHINGS & EQUIPMENT | 0 | 0 | 0 | 0 | 0 |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 77,937 | 169,320 | 80,710 | 90,330 | 177,910 |
| FUNDING SOURCE: COPS (\$163,000) | | F/T EMPLOYEES | 0.01 | 0.01 | 0.01 | 0.01 |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23

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 - 1%

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. (15% in 01-4502, 84% in 01-4700)

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**

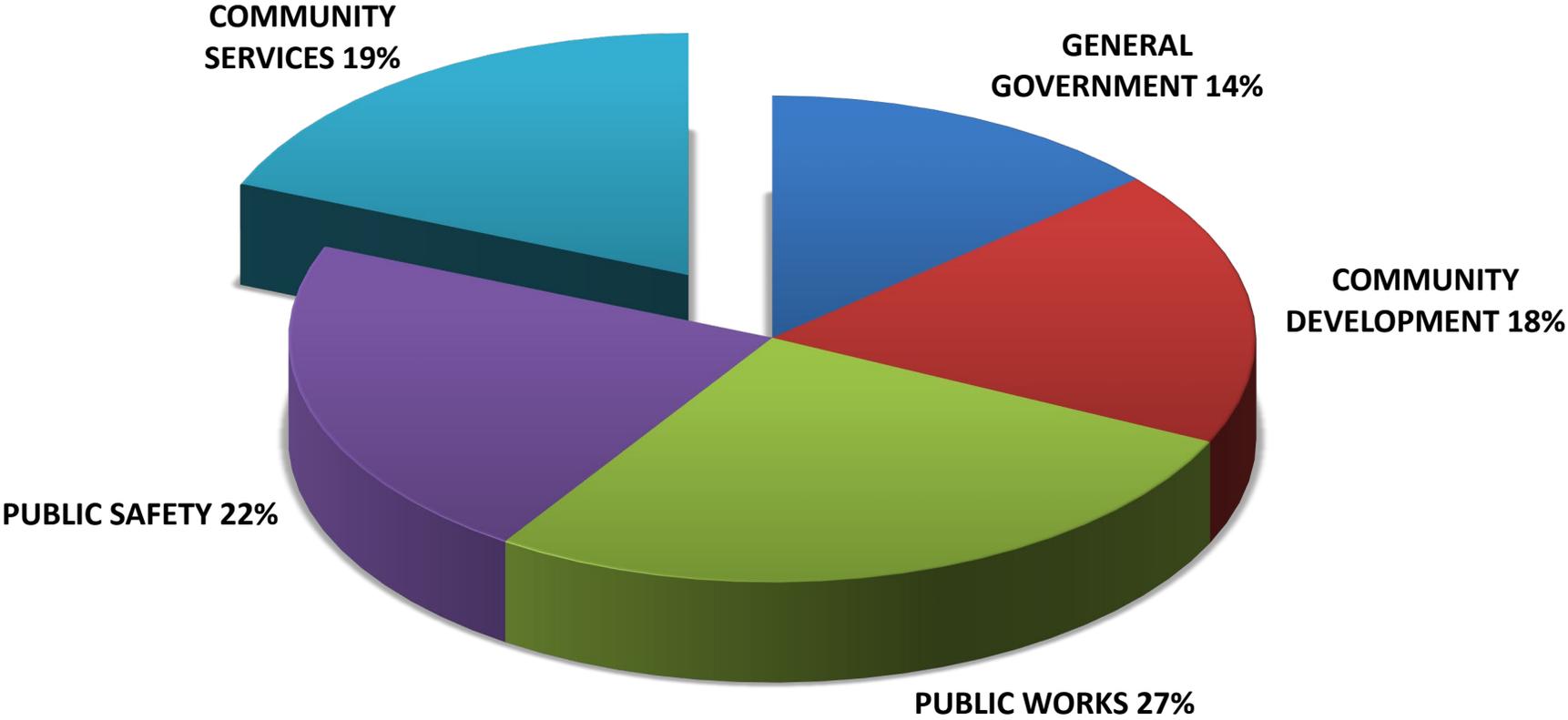
Provides for cellular phone use for public safety matters.

6256 - 6265 See Appendix



Community Services

COMMUNITY SERVICES FISCAL YEAR 2022-23



**Total Community Services Budget
\$4,221,420**

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 2022-23, the Community Services Department will work 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.*
2. Install new playgrounds at Heidleberg and Norm Ashley Parks. *We will enhance civic pride by creating opportunities for Walnut families.*
3. Cut ribbon on Diversity Plaza at Creekside Park. *We will collaborate by embracing cultural diversity.*
4. Upgrade irrigation system at Creekside Park. *We will exceed expectations by seeking new cost efficiencies.*
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.*
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.*

In 2021-22, Community Services worked to achieve the following goals:

1. Continue to adapt and rebuild recreation programs as LACDPH health orders (related to the pandemic) allow. Develop an evaluation model for both ongoing and prospective new programs and seek participation from commissions, organizations, and interested residents to identify community wants and needs. *We will collaborate by encouraging open discussion.*

Performance Measure: Completed and in progress. Ramping up as LACDPH Orders allowed, FY 21-22 saw the reintroduction of youth sports including successful City programs such as Youth Basketball, replete with testing and safety protocols. In

addition, community events were re-introduced with some previously indoor events redirected to outdoors such as the evening Winter Jam at Suzanne Park.

2. 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.

3. Expand outdoor recreation programs. *We will enhance civic pride by creating opportunities for Walnut families.*

Performance Measure: Completed. Programs and activities ranging from adult exercise classes in parks to an afterschool outdoor drop-in program for teens to a pilot program for Pickleball happened with the aim of increasing recreational opportunities for Walnut residents during and after the pandemic.

4. Creatively assemble and memorialize unique programs and events that occurred in Walnut during the pandemic for historic purposes. *We will enhance civic pride by honoring Walnut's history.*

Performance Measure: Completed. The Recreation Division assembled memorabilia to ensure that future generations would be able to see the unique types of programs and activities Walnut presented during the pandemic.

5. Recruit and train additional part time recreation leaders as required to re-introduce popular seasonal programs and to add new ones. *We will collaborate by building teamwork among employees.*

Performance Measure: Completed. It was particularly challenging to re-staff following the suspension of classes and programs and intermittent short-staffing due to the pandemic. Using a systematic approach to adding programs as staff levels allowed, the Recreation Division met this objective.

**Community Services
Measurable Outputs**

| Output | FY 2018-19 | FY 2019-20 | FY 2020-21 | FY 2021-22 | FY 2022-23 |
|--|-------------------|-------------------|-------------------|-------------------|-------------------|
| Contract classes offered | 615 | 612 | 20 | 500 | 400 |
| Camps offered | 33 | 33 | 2 | 10 | 33 |
| Sports Leagues offered | 15 | 15 | 0 | 15 | 15 |
| Aquatic program participants | 5,600 | 5,000 | 500 | 3,000 | 3,000 |
| Total number of adult registrants | 16,950 | 16,950 | 100 | 13,000 | 14,000 |
| Total number of youth registered | 8,075 | 8,075 | 500 | 850 | 8,000 |
| 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 | 5 |

**FY 2022-23
Community Services
Goals and Relationship to the Mission Statement**

In **FY 2022-23**, the Community Services Department has identified five major goals:

1. Continue to rebuild recreation programs as health orders related to the pandemic allow and use this time as an opportunity to add new and exciting classes, programs and events to Walnut’s offerings.
2. Cut ribbon on Diversity Plaza at Creekside Park.
3. Install new playground equipment at Heidleberg and Norm Ashley Parks.
4. Upgrade the irrigation system at Creekside Park.
5. Lead the Emergency Operations Center (EOC) for the City to include pandemic related requirements and and/all other declared emergencies.

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**

| | 2020-21 | | 2021-22 | 2022-23 | |
|----------------------------------|-------------------|------------------|-------------------|------------------|--------------------|
| | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| PERSONNEL EXPENSE | 1,542,015 | 2,107,820 | 2,123,920 | 2,092,760 | 2,152,590 |
| OPERATIONS EXPENSE | 1,211,426 | 1,834,020 | 1,160,570 | 1,838,060 | 2,068,830 |
| TOTAL OPERATING EXPENSE | 2,753,441 | 3,941,840 | 3,284,490 | 3,930,820 | 4,221,420 |
| CAPITAL | 0 | 0 | 0 | 0 | 0 |
| PROGRAM TOTAL | 2,753,441 | 3,941,840 | 3,284,490 | 3,930,820 | 4,221,420 |
| TOTAL FULL-TIME EMPLOYEES | 10.30 | 10.30 | 10.30 | 10.30 | 10.30 |
| SUB-PROGRAMS: | | | PAGE | | |
| FAMILY FESTIVAL | 01-4801 / 08-4801 | | 288 | | |
| RECREATION ADMINISTRATION | 01-9001 / 08-9001 | | 292 | | |
| FIREWORKS SHOW | 01-9005 / 08-9005 | | 298 | | |
| PARKS MAINTENANCE | 01-9100 | | 302 | | |
| EQUESTRIAN TRAIL MAINTENANCE | 01-9101 | | 308 | | |
| SPECIAL EVENTS | 01-9690 / 08-9690 | | 312 | | |
| AQUATICS | 01-9691 / 08-9691 | | 316 | | |
| EXCURSIONS | 01-9692 | | 322 | | |
| SPORTS & GYMNASIUM | 01-9693 / 08-9693 | | 324 | | |
| RECREATION CLASSES | 01-9694 / 08-9694 | | 330 | | |
| SENIOR CENTER | 01-9696 / 08-9696 | | 334 | | |
| TEEN CENTER | 01-9697 / 08-9697 | | 340 | | |
| CAMP CRAWDAD | 01-9699 / 08-9699 | | 346 | | |
| PARK GRANTS | 28-9696 | | 350 | | |
| PARKS MAINTENANCE | 37-9100 | | 352 | | |

**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: FAMILY FESTIVAL

| APPROPRIATION DETAIL | | | | | | |
|--|--------------------------------------|----------|---------------|-------------------|---------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| PERSONNEL | | | | | | |
| 01-4801-5103 | SEASONAL/LIMITED PART-TIME EMPLOYEES | 0 | 0 | 0 | 0 | 8,690 |
| 01-4801-5104 | OVERTIME | 0 | 0 | 0 | 0 | 4,200 |
| 01-4801-5107 | WORKERS' COMPENSATION | 0 | 0 | 0 | 0 | 720 |
| 01-4801-5110 | MEDICARE | 0 | 0 | 0 | 0 | 200 |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 13,810 |
| OPERATIONS | | | | | | |
| 01-4801-6210 | PRINTING | 0 | 0 | 0 | 0 | 1,500 |
| 01-4801-6227 | CONTRACTUAL SERVICES | 0 | 35,940 | 35,860 | 35,940 | 43,940 |
| 01-4801-6281 | FESTIVAL SUPPLIES | 0 | 4,930 | 1,400 | 4,930 | 4,930 |
| | TOTAL OPERATIONS | 0 | 40,870 | 37,260 | 40,870 | 50,370 |
| CAPITAL | | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 0 | 40,870 | 37,260 | 40,870 | 64,180 |
| FUNDING SOURCE: FAMILY FESTIVAL (\$24,320) | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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.

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
2022-23 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: FAMILY FESTIVAL

| APPROPRIATION DETAIL | | | | | | |
|--|--------------------------------------|----------|---------------|-------------------|--------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| 08-4801-5103 | SEASONAL/LIMITED PART-TIME EMPLOYEES | 0 | 8,120 | 8,120 | 5,790 | 0 |
| 08-4801-5104 | OVERTIME | 0 | 4,200 | 4,200 | 0 | 0 |
| 08-4801-5107 | WORKERS' COMPENSATION | 0 | 430 | 430 | 240 | 0 |
| 08-4801-5110 | MEDICARE | 0 | 180 | 180 | 90 | 0 |
| | TOTAL PERSONNEL | 0 | 12,930 | 12,930 | 6,120 | 0 |
| | OPERATIONS | | | | | |
| | TOTAL OPERATIONS | 0 | 0 | 0 | 0 | 0 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 0 | 12,930 | 12,930 | 6,120 | 0 |
| FUNDING SOURCE: AMERICAN RESCUE PLAN ACT (ARPA) | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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.

5104 **Overtime**

Provides for payment of overtime to maintenance personnel for staffing in conjunction with the annual Walnut Family Festival.

5107 - 5110 See Appendix

**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 |
| PERSONNEL | | | | | | |
| 01-9001-5101 | REGULAR SALARIES | 187,435 | 186,540 | 176,230 | 170,860 | 188,580 |
| 01-9001-5102 | REGULAR PART-TIME EMPLOYEES | 26,063 | 27,640 | 27,640 | 21,620 | 12,320 |
| 01-9001-5103 | SEASONAL/LIMITED PART-TIME EMPLOYEES | 254 | 0 | 0 | 0 | 8,000 |
| 01-9001-5104 | OVERTIME | 423 | 1,400 | 1,400 | 1,400 | 1,400 |
| 01-9001-5105 | HEALTH & LIFE INSURANCE | 23,206 | 26,750 | 26,750 | 27,380 | 23,660 |
| 01-9001-5107 | WORKERS' COMPENSATION | 3,709 | 3,850 | 3,850 | 3,260 | 4,150 |
| 01-9001-5108 | PERS | 70,596 | 77,680 | 77,680 | 73,170 | 82,320 |
| 01-9001-5110 | MEDICARE | 3,321 | 3,470 | 3,470 | 3,130 | 3,350 |
| 01-9001-5111 | SICK LEAVE/VACATION BUYBACK | 4,833 | 13,880 | 27,170 | 27,170 | 15,190 |
| | TOTAL PERSONNEL | 319,840 | 341,210 | 344,190 | 327,990 | 338,970 |
| OPERATIONS | | | | | | |
| 01-9001-6201 | CONFERENCE & MEETINGS | 0 | 2,270 | 4,820 | 5,600 | 5,600 |
| 01-9001-6203 | MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES | 845 | 960 | 740 | 960 | 960 |
| 01-9001-6207 | POSTAGE | 245 | 8,600 | 4,470 | 8,600 | 9,000 |
| 01-9001-6208 | VEHICLE OPERATIONS | 3,515 | 3,500 | 3,970 | 3,500 | 3,500 |
| 01-9001-6210 | PRINTING | 0 | 17,000 | 8,220 | 17,000 | 30,000 |
| 01-9001-6214 | MILEAGE REIMBURSEMENT | 0 | 0 | 0 | 0 | 100 |
| 01-9001-6215 | VEHICLE/CELL ALLOWANCE | 2,712 | 2,740 | 2,310 | 2,710 | 2,640 |
| 01-9001-6239 | UNIFORMS | 745 | 1,320 | 1,300 | 1,320 | 2,500 |
| 01-9001-6247 | EQUIPMENT MAINTENANCE | 1,029 | 1,500 | 20 | 1,500 | 1,500 |
| 01-9001-6250 | WATER | 1,742 | 1,680 | 1,190 | 1,680 | 2,000 |
| 01-9001-6251 | ELECTRICITY | 4,558 | 5,000 | 3,860 | 5,000 | 5,000 |
| 01-9001-6253 | TELEPHONE | 7,634 | 7,900 | 6,710 | 7,900 | 8,300 |
| 01-9001-6254 | COMMUNICATIONS | 955 | 1,200 | 1,210 | 1,200 | 1,200 |
| 01-9001-6256 | EQUIPMENT USAGE | 1,759 | 2,230 | 1,860 | 2,220 | 2,290 |
| 01-9001-6265 | COMPUTER USAGE | 10,682 | 10,050 | 8,380 | 10,460 | 11,560 |
| 01-9001-6278 | BANK CHARGES | 5,951 | 29,400 | 14,920 | 29,400 | 29,400 |
| | TOTAL OPERATIONS | 42,372 | 95,350 | 63,980 | 99,050 | 115,550 |
| CAPITAL | | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 362,212 | 436,560 | 408,170 | 427,040 | 454,520 |
| FUNDING SOURCE: GENERAL | | F/T EMPLOYEES | 1.50 | 1.50 | 1.50 | 1.50 |

CITY OF WALNUT
ANNUAL BUDGET DETAIL

2022-23

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**

Assistant City Manager - Community Services/Public Works - 30%

Responsible for the appearance and condition of parks, streets, LOSMD, and contract areas in the City. Also, responsible for setting goals and the preparation of budgets for maintenance and recreation divisions, and overseeing the management and supervision of employees. (30% in 01-6100, 10% in 01-6206, 30% in 01-9100)

Deputy Community Services Director - 80%

Under the direction of the Assistant City Manager - Community Services/Public Works, responsible for the Environmental Services and 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, Office Clerks, 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**

Office Clerk -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 Assistant City Manager - Community Services/Public Works. (70% in 01-9100)

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

Provides for Recreation Leader staff coverage of MDRS facility during recreation classes, Office Clerk'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 Director and Parks and Recreation Commissioners, membership for the Assistant City Manager - Community Services/Public Works 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 Assistant City Manager - Community Services/Public Works, 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 Norm Ashley Park. (50% in 01-9100)
- 6254 **Communications**
Provides for 4% of two-way radio/telephone service for citywide system.
- 6256 - 6265 See Appendix
- 6278 **Bank Charges**
Provides for bank fees incurred from use of credit card transactions for recreation programs.

**CITY OF WALNUT
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 |
| | PERSONNEL | | | | | |
| 08-9001-5103 | SEASONAL/LIMITED PART-TIME EMPLOYEES | 0 | 7,440 | 7,440 | 7,440 | 8,000 |
| 08-9001-5107 | WORKERS' COMPENSATION | 0 | 330 | 330 | 330 | 330 |
| 08-9001-5110 | MEDICARE | 0 | 110 | 110 | 110 | 110 |
| | TOTAL PERSONNEL | 0 | 7,880 | 7,880 | 7,880 | 8,440 |
| | OPERATIONS | | | | | |
| | TOTAL OPERATIONS | 0 | 0 | 0 | 0 | 0 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 0 | 7,880 | 7,880 | 7,880 | 8,440 |
| FUNDING SOURCE: | | | | | | |
| AMERICAN RESCUE PLAN ACT (ARPA) | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL

2022-23

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, Office Clerk's absence, and when regular staff is attending citywide training, staff meetings, etc.

5107-5110 See Appendix

**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: FIREWORKS SHOW

| APPROPRIATION DETAIL | | | | | |
|-------------------------|--------------------------------------|----------|---------------|-------------------|-----------------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | APPROVED ESTIMATE BUDGET |
| PERSONNEL | | | | | |
| 01-9005-5103 | SEASONAL/LIMITED PART-TIME EMPLOYEES | 0 | 0 | 0 | 4,010 |
| 01-9005-5104 | OVERTIME | 0 | 0 | 0 | 4,000 |
| 01-9005-5107 | WORKERS' COMPENSATION | 0 | 0 | 0 | 500 |
| 01-9005-5110 | MEDICARE | 0 | 0 | 0 | 120 |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 8,630 |
| OPERATIONS | | | | | |
| 01-9005-6227 | CONTRACTUAL SERVICES | 0 | 18,310 | 17,500 | 76,220 |
| 01-9005-6277 | RECREATION SUPPLIES | 0 | 1,010 | 0 | 1,350 |
| | TOTAL OPERATIONS | 0 | 19,320 | 17,500 | 77,570 |
| CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 0 | 19,320 | 17,500 | 86,200 |
| FUNDING SOURCE: GENERAL | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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
2022-23 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: FIREWORKS SHOW

| APPROPRIATION DETAIL | | | | | | |
|---------------------------------|--------------------------------------|----------|--------------|-------------------|--------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| 08-9005-5103 | SEASONAL/LIMITED PART-TIME EMPLOYEES | 0 | 3,740 | 3,740 | 3,740 | 0 |
| 08-9005-5104 | OVERTIME | 0 | 3,900 | 3,900 | 3,900 | 0 |
| 08-9005-5107 | WORKERS' COMPENSATION | 0 | 240 | 240 | 240 | 0 |
| 08-9005-5110 | MEDICARE | 0 | 120 | 120 | 120 | 0 |
| | TOTAL PERSONNEL | 0 | 8,000 | 8,000 | 8,000 | 0 |
| | OPERATIONS | | | | | |
| | TOTAL OPERATIONS | 0 | 0 | 0 | 0 | 0 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 0 | 8,000 | 8,000 | 8,000 | 0 |
| FUNDING SOURCE: | | | | | | |
| AMERICAN RESCUE PLAN ACT (ARPA) | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
FIREWORKS SHOW (08-9005)

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. In Fiscal Year 2022-23, fireworks show expenses moved to General Fund (01).

PERSONNEL:

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

Provides for Recreation Leaders to assist with operation of the event.

5104 **Overtime**

Provides funds for maintenance staff to assist with event.

5107 – 5110 See Appendix

**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: PARKS MAINTENANCE

| APPROPRIATION DETAIL | | | | | | |
|-------------------------|--|------------------|------------------|-------------------|------------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| PERSONNEL | | | | | | |
| 01-9100-5101 | REGULAR SALARIES | 316,418 | 322,000 | 322,000 | 309,740 | 344,610 |
| 01-9100-5102 | REGULAR PART-TIME EMPLOYEES | 11,009 | 11,850 | 11,850 | 11,620 | 28,750 |
| 01-9100-5104 | OVERTIME | 3,107 | 3,000 | 3,000 | 3,000 | 3,000 |
| 01-9100-5105 | HEALTH & LIFE INSURANCE | 57,286 | 58,760 | 58,760 | 62,130 | 61,850 |
| 01-9100-5107 | WORKERS' COMPENSATION | 18,300 | 20,420 | 20,420 | 18,170 | 22,780 |
| 01-9100-5108 | PERS | 77,973 | 85,310 | 85,310 | 83,590 | 95,820 |
| 01-9100-5110 | MEDICARE | 5,320 | 5,590 | 5,590 | 5,340 | 6,180 |
| 01-9100-5111 | SICK LEAVE/VACATION BUYBACK | 3,350 | 16,330 | 6,340 | 6,310 | 16,840 |
| | TOTAL PERSONNEL | 492,763 | 523,260 | 513,270 | 499,900 | 579,830 |
| OPERATIONS | | | | | | |
| 01-9100-6201 | CONFERENCE & MEETINGS | 1,663 | 3,000 | 530 | 3,000 | 3,000 |
| 01-9100-6203 | MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES | 1,025 | 1,700 | 920 | 1,700 | 1,700 |
| 01-9100-6208 | VEHICLE OPERATIONS | 8,670 | 12,000 | 7,950 | 12,000 | 12,000 |
| 01-9100-6213 | BUILDING MAINTENANCE/SUPPLIES | 9,825 | 12,000 | 6,020 | 12,000 | 14,000 |
| 01-9100-6215 | VEHICLE/CELL ALLOWANCE | 1,621 | 1,620 | 1,280 | 1,510 | 1,980 |
| 01-9100-6221 | MACHINERY EQUIPMENT RENTAL | 0 | 500 | 0 | 500 | 500 |
| 01-9100-6227 | CONTRACTUAL SERVICES | 379,853 | 417,000 | 316,100 | 417,000 | 440,000 |
| 01-9100-6237 | VANDALISM | 1,048 | 1,500 | 710 | 1,500 | 1,500 |
| 01-9100-6238 | SMALL TOOLS | 627 | 1,000 | 620 | 1,000 | 1,000 |
| 01-9100-6239 | UNIFORMS | 5,161 | 9,500 | 3,580 | 9,500 | 9,500 |
| 01-9100-6240 | RODENT CONTROL | 7,944 | 8,000 | 5,960 | 8,000 | 8,000 |
| 01-9100-6243 | TREE MAINTENANCE | 30,595 | 32,300 | 31,860 | 32,300 | 34,300 |
| 01-9100-6247 | EQUIPMENT MAINTENANCE | 3,277 | 4,000 | 1,550 | 4,000 | 5,000 |
| 01-9100-6248 | GROUNDS MAINTENANCE | 47,183 | 40,000 | 29,160 | 40,000 | 40,000 |
| 01-9100-6250 | WATER | 231,334 | 241,000 | 166,320 | 241,000 | 253,000 |
| 01-9100-6251 | ELECTRICITY | 43,999 | 57,300 | 41,450 | 57,300 | 60,160 |
| 01-9100-6252 | GAS | 1,005 | 1,000 | 1,020 | 1,000 | 1,000 |
| 01-9100-6253 | TELEPHONE | 17,587 | 17,400 | 14,380 | 18,500 | 19,700 |
| 01-9100-6254 | COMMUNICATIONS | 10,142 | 11,000 | 8,240 | 11,000 | 11,200 |
| 01-9100-6256 | EQUIPMENT USAGE | 4,820 | 6,090 | 5,070 | 6,070 | 6,270 |
| 01-9100-6265 | COMPUTER USAGE | 29,210 | 27,480 | 22,900 | 28,590 | 31,590 |
| | TOTAL OPERATIONS | 836,589 | 905,390 | 665,620 | 907,470 | 955,400 |
| CAPITAL | | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 1,329,352 | 1,428,650 | 1,178,890 | 1,407,370 | 1,535,230 |
| FUNDING SOURCE: GENERAL | F/T EMPLOYEES | 4.10 | 4.10 | 4.10 | 4.10 | 4.10 |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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**

Assistant City Manager - Community Services/Public Works - 30%

Responsible for the appearance and condition of parks, streets, LOSMD, and contract areas in the City. Also, responsible for setting goals and the preparation of budgets for maintenance and recreation divisions, and overseeing the management, and supervision of employees. (30% in 01-6100, 10% in 01-6206, 30% in 01-9001)

Community Services Superintendent - 25%

Under direction of the Assistant City Manager - Community Services/Public Works, responsible for the Maintenance and Public Works Division. Also, responsible for administering and coordinating the City's environmental service programs, purchasing landscape inspections as required, preparing the budgets for this division, and overseeing the supervision and training of employees. (50% in 01-5600, 25% in 01-6100)

Maintenance Manager - 25%

Under the general direction of the Community Services Superintendent, responsible for maintaining all parks and facilities, supervising and training the Parks Maintenance Division employees, and scheduling work assignments. (50% in 01-6100, 25% in 01-6206)

Maintenance Supervisor - 40%

Under the direction of the Maintenance Manager, 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 Maintenance Manager, 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 Maintenance Manager, 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 Maintenance Manager, 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**

Office Clerk - 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 Assistant City Manager - Community Services/Public Works. (30% 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 Assistant City Manager - Community Services/Public Works 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 | XXXXXXX | 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) |
| 2014 Ford F250 CNG | 1397739 | 90% (10% in 01-6206) |
| 2014 Ford F250 CNG | 1397738 | 90% (10% in 01-6206) |
| 2000 GMC 3500 | 1070930 | 100% |

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 Manager, Maintenance Supervisor, and Assistant City Manager - Community Services/Public Works which is distributed through payroll. Also, provides for a vehicle allowance for the Community Services Superintendent, 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.

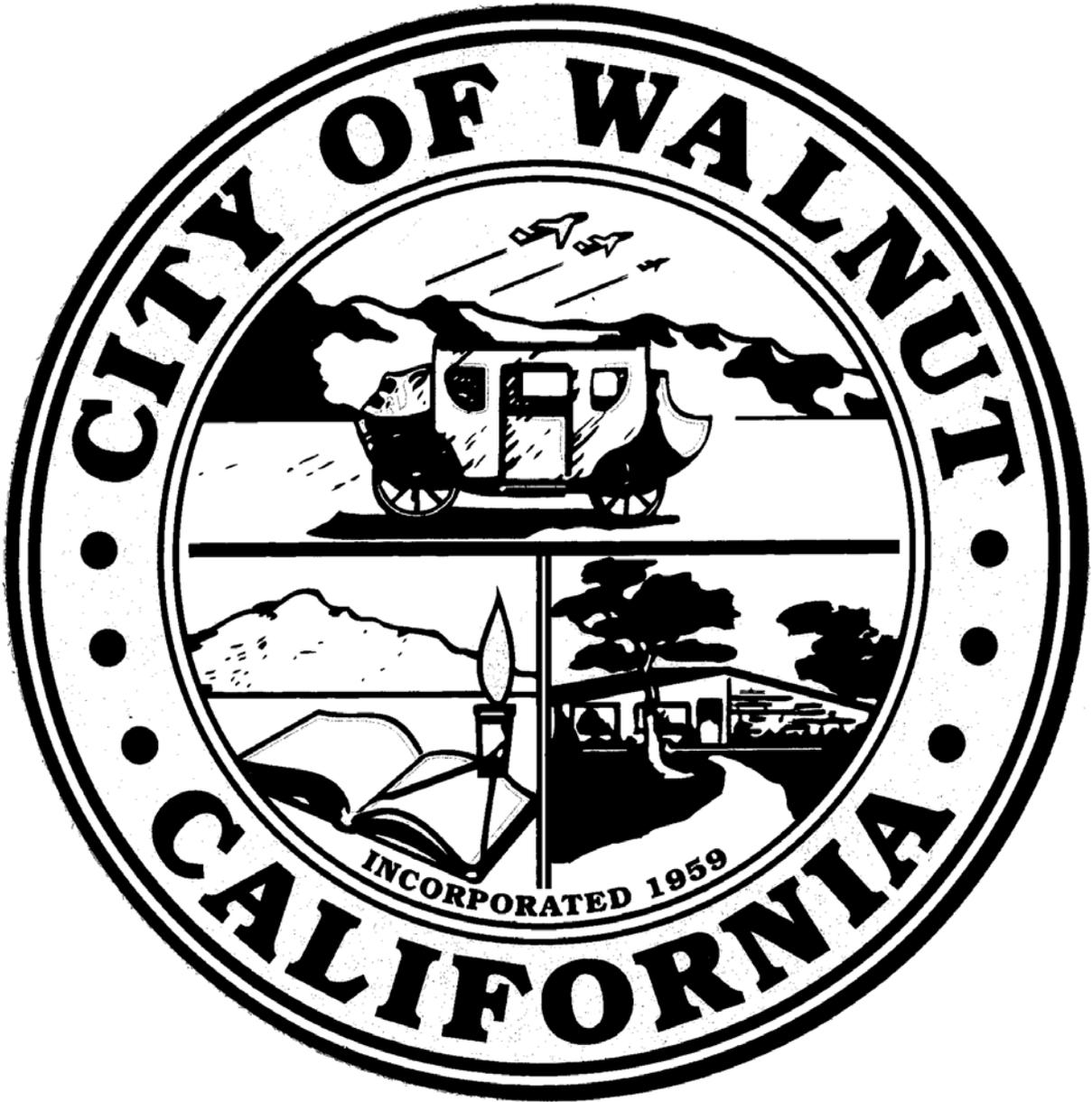
6238 **Small Tools**

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, and 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 Norm Ashley Park (50% from 01-9001). Provides for service of call boxes at Suzanne Park, Lemon Creek Park, and Butterfield Park. NOTE: Fiscal Year 2014-15 Capital Irrigation Project for Calsense irrigation system provided five-year data plan for three of four locations. (Expiration in Fiscal Year 2019-20, current rate \$5,213 per location). Fourth location on separate plan.
- 6254 **Communications**
Provides for 41% of two-way radios/telephone service for citywide system and antennas at Carbon Ridge and Parker Canyon. The City currently has 29 units with telephone service. Note: Walnut Valley Water District Arbor Ridge lease expires 9/30/2025. Renewal is \$1,000.
- 6256 - 6265 See Appendix



**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: EQUESTRIAN TRAIL MAINT.

| APPROPRIATION DETAIL | | | | | | |
|-------------------------|------------------------------|----------------|----------------|-------------------|----------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| PERSONNEL | | | | | | |
| 01-9101-5101 | REGULAR SALARIES | 52,156 | 52,830 | 52,830 | 45,070 | 56,790 |
| 01-9101-5105 | HEALTH & LIFE INSURANCE | 9,465 | 9,450 | 9,450 | 10,240 | 9,450 |
| 01-9101-5107 | WORKERS' COMPENSATION | 4,056 | 4,240 | 4,240 | 3,600 | 4,700 |
| 01-9101-5108 | PERS | 14,235 | 15,500 | 15,500 | 14,980 | 17,600 |
| 01-9101-5110 | MEDICARE | 805 | 860 | 860 | 760 | 910 |
| 01-9101-5111 | SICK LEAVE/VACATION BUY BACK | 0 | 2,960 | 2,960 | 890 | 2,670 |
| | TOTAL PERSONNEL | 80,717 | 85,840 | 85,840 | 75,540 | 92,120 |
| OPERATIONS | | | | | | |
| 01-9101-6208 | VEHICLE OPERATIONS | 1,409 | 3,000 | 1,790 | 3,000 | 3,000 |
| 01-9101-6215 | VEHICLE/CELL ALLOWANCE | 136 | 160 | 120 | 140 | 120 |
| 01-9101-6227 | CONTRACTUAL SERVICES | 28,598 | 31,000 | 7,970 | 31,000 | 31,000 |
| 01-9101-6248 | GROUND'S MAINTENANCE | 5,454 | 8,000 | 5,930 | 8,000 | 8,000 |
| 01-9101-6256 | EQUIPMENT USAGE | 825 | 1,040 | 870 | 1,040 | 1,070 |
| 01-9101-6265 | COMPUTER USAGE | 4,988 | 4,690 | 3,910 | 4,880 | 5,390 |
| | TOTAL OPERATIONS | 41,410 | 47,890 | 20,590 | 48,060 | 48,580 |
| CAPITAL | | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 122,127 | 133,730 | 106,430 | 123,600 | 140,700 |
| FUNDING SOURCE: GENERAL | | F/T EMPLOYEES | 0.70 | 0.70 | 0.70 | 0.70 |

**CITY OF WALNUT
ANNUAL BUDGET DETAIL**

2022-23

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 Manager 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 Maintenance Manger, 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
2022-23 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: SPECIAL EVENTS

| APPROPRIATION DETAIL | | | | | | |
|---------------------------|--------------------------------------|---------------|---------------|-------------------|----------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| PERSONNEL | | | | | | |
| 01-9690-5101 | REGULAR SALARIES | 21,711 | 21,610 | 20,530 | 22,130 | 22,440 |
| 01-9690-5103 | SEASONAL/LIMITED PART-TIME EMPLOYEES | 3,655 | 0 | 0 | 0 | 28,390 |
| 01-9690-5104 | OVERTIME | 999 | 3,500 | 7,650 | 6,710 | 5,500 |
| 01-9690-5105 | HEALTH & LIFE INSURANCE | 4,726 | 4,730 | 4,730 | 5,110 | 4,730 |
| 01-9690-5107 | WORKERS' COMPENSATION | 1,041 | 950 | 950 | 1,250 | 2,610 |
| 01-9690-5108 | PERS | 8,131 | 8,820 | 8,820 | 8,830 | 10,000 |
| 01-9690-5110 | MEDICARE | 415 | 390 | 390 | 450 | 860 |
| 01-9690-5111 | SICK LEAVE/VACATION BUYBACK | 746 | 530 | 800 | 800 | 610 |
| | TOTAL PERSONNEL | 41,424 | 40,530 | 43,870 | 45,280 | 75,140 |
| OPERATIONS | | | | | | |
| 01-9690-6214 | MILEAGE REIMBURSEMENT | 0 | 110 | 0 | 110 | 110 |
| 01-9690-6221 | MACHINERY EQUIPMENT RENTAL | 2,816 | 3,630 | 970 | 3,160 | 3,500 |
| 01-9690-6227 | CONTRACTUAL SERVICES | 2,551 | 43,000 | 39,210 | 43,000 | 91,000 |
| 01-9690-6256 | EQUIPMENT USAGE | 412 | 520 | 430 | 520 | 530 |
| 01-9690-6265 | COMPUTER USAGE | 2,494 | 2,350 | 1,960 | 2,440 | 2,700 |
| 01-9690-6277 | RECREATION SUPPLIES | 11,393 | 8,000 | 5,910 | 8,000 | 8,500 |
| | TOTAL OPERATIONS | 19,666 | 57,610 | 48,480 | 57,230 | 106,340 |
| CAPITAL | | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 61,090 | 98,140 | 98,140 | 102,510 | 181,480 |
| FUNDING SOURCE: GENERAL | | | | | | |
| SPECIAL EVENTS (\$16,000) | | | | | | |
| | F/T EMPLOYEES | 0.35 | 0.35 | 0.35 | 0.35 | 0.35 |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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
2022-23 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: SPECIAL EVENTS

| APPROPRIATION DETAIL | | | | | | |
|---------------------------------|--------------------------------------|----------|---------------|-------------------|---------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| 08-9690-5103 | SEASONAL/LIMITED PART-TIME EMPLOYEES | 0 | 28,110 | 28,110 | 28,110 | 0 |
| 08-9690-5107 | WORKERS' COMPENSATION | 0 | 1,250 | 1,250 | 1,250 | 0 |
| 08-9690-5110 | MEDICARE | 0 | 410 | 410 | 410 | 0 |
| | TOTAL PERSONNEL | 0 | 29,770 | 29,770 | 29,770 | 0 |
| | OPERATIONS | | | | | |
| | TOTAL OPERATIONS | 0 | 0 | 0 | 0 | 0 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 0 | 29,770 | 29,770 | 29,770 | 0 |
| FUNDING SOURCE: | | | | | | |
| AMERICAN RESCUE PLAN ACT (ARPA) | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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
2022-23 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: AQUATICS

| APPROPRIATION DETAIL | | | | | | |
|--------------------------------------|--|--------------|---------------|-------------------|---------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| PERSONNEL | | | | | | |
| 01-9691-5103 | SEASONAL/LIMITED PART-TIME EMPLOYEES | 6,253 | 0 | 0 | 0 | 72,150 |
| 01-9691-5104 | OVERTIME | 0 | 0 | 0 | 0 | 0 |
| 01-9691-5107 | WORKERS' COMPENSATION | 252 | 0 | 0 | 0 | 3,050 |
| 01-9691-5110 | MEDICARE | 91 | 0 | 0 | 0 | 1,050 |
| | TOTAL PERSONNEL | 6,596 | 0 | 0 | 0 | 76,250 |
| OPERATIONS | | | | | | |
| 01-9691-6203 | MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES | 0 | 1,000 | 0 | 0 | 1,000 |
| 01-9691-6213 | BUILDING MAINTENANCE/SUPPLIES | 0 | 250 | 0 | 250 | 250 |
| 01-9691-6214 | MILEAGE REIMBURSEMENT | 0 | 420 | 0 | 420 | 450 |
| 01-9691-6222 | FACILITY RENTAL | 0 | 2,700 | 0 | 2,700 | 2,700 |
| 01-9691-6227 | CONTRACTUAL SERVICES | 200 | 1,130 | 440 | 1,130 | 1,130 |
| 01-9691-6239 | UNIFORMS | 767 | 2,810 | 0 | 2,810 | 3,000 |
| 01-9691-6271 | SERVICE/RECOGNITION/AWARDS | 0 | 580 | 0 | 580 | 580 |
| 01-9691-6277 | RECREATION SUPPLIES | 377 | 2,850 | 170 | 2,850 | 2,850 |
| | TOTAL OPERATIONS | 1,344 | 11,740 | 610 | 10,740 | 11,960 |
| CAPITAL | | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 7,940 | 11,740 | 610 | 10,740 | 88,210 |
| FUNDING SOURCE: AQUATICS (\$120,000) | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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
2022-23 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: AQUATICS

| APPROPRIATION DETAIL | | | | | | |
|---------------------------------|--------------------------------------|----------|----------------|-------------------|----------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| 08-9691-5103 | SEASONAL/LIMITED PART-TIME EMPLOYEES | 0 | 107,440 | 107,440 | 107,440 | 0 |
| 08-9691-5107 | WORKERS' COMPENSATION | 0 | 4,750 | 4,750 | 4,750 | 0 |
| 08-9691-5110 | MEDICARE | 0 | 1,560 | 1,560 | 1,560 | 0 |
| | TOTAL PERSONNEL | 0 | 113,750 | 113,750 | 113,750 | 0 |
| | OPERATIONS | | | | | |
| | TOTAL OPERATIONS | 0 | 0 | 0 | 0 | 0 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 0 | 113,750 | 113,750 | 113,750 | 0 |
| FUNDING SOURCE: | | | | | | |
| AMERICAN RESCUE PLAN ACT (ARPA) | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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
2022-23 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: EXCURSIONS

| APPROPRIATION DETAIL | | | | | | |
|-------------------------|---|---------------|---------------|-------------------|---------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| PERSONNEL | | | | | | |
| 01-9692-5101 | REGULAR SALARIES | 21,711 | 21,610 | 21,610 | 22,130 | 22,440 |
| 01-9692-5105 | HEALTH & LIFE INSURANCE | 4,726 | 4,730 | 4,730 | 4,470 | 4,730 |
| 01-9692-5107 | WORKERS' COMPENSATION | 844 | 890 | 890 | 890 | 950 |
| 01-9692-5108 | PERS | 8,131 | 8,820 | 8,820 | 8,830 | 10,000 |
| 01-9692-5110 | MEDICARE | 348 | 340 | 340 | 360 | 360 |
| 01-9692-5111 | SICK LEAVE/VACATION BUYBACK | 746 | 530 | 530 | 800 | 610 |
| | TOTAL PERSONNEL | 36,506 | 36,920 | 36,920 | 37,480 | 39,090 |
| OPERATIONS | | | | | | |
| 01-9692-6227 | CONTRACTUAL SERVICES | 0 | 7,400 | 340 | 7,400 | 7,400 |
| 01-9692-6256 | EQUIPMENT USAGE | 412 | 520 | 440 | 520 | 530 |
| 01-9692-6265 | COMPUTER USAGE | 2,494 | 2,350 | 1,960 | 2,440 | 2,700 |
| 01-9692-6276 | TICKETS, HOTELS, DEPOSITS, RESERVATIONS | (2,948) | 39,590 | 4,190 | 39,590 | 39,590 |
| 01-9692-6277 | RECREATION SUPPLIES | 0 | 230 | 0 | 230 | 230 |
| | TOTAL OPERATIONS | (42) | 50,090 | 6,930 | 50,180 | 50,450 |
| CAPITAL | | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 36,464 | 87,010 | 43,850 | 87,660 | 89,540 |
| FUNDING SOURCE: GENERAL | | F/T EMPLOYEES | 0.35 | 0.35 | 0.35 | 0.35 |
| EXCURSIONS (\$58,800) | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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
2022-23 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: SPORTS & GYMNASIUM

| APPROPRIATION DETAIL | | | | | | |
|------------------------------------|--|----------------|----------------|-------------------|----------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| PERSONNEL | | | | | | |
| 01-9693-5101 | REGULAR SALARIES | 76,787 | 76,420 | 76,420 | 78,260 | 79,430 |
| 01-9693-5102 | REGULAR PART-TIME EMPLOYEES | 38,129 | 39,490 | 39,490 | 40,640 | 41,070 |
| 01-9693-5103 | SEASONAL/LIMITED PART-TIME EMPLOYEES | 37,755 | 0 | 0 | 0 | 202,000 |
| 01-9693-5105 | HEALTH & LIFE INSURANCE | 21,511 | 21,240 | 21,240 | 23,720 | 21,240 |
| 01-9693-5107 | WORKERS' COMPENSATION | 4,357 | 3,840 | 3,840 | 3,060 | 13,630 |
| 01-9693-5108 | PERS | 31,515 | 34,500 | 34,500 | 34,590 | 38,820 |
| 01-9693-5110 | MEDICARE | 2,368 | 1,820 | 1,820 | 1,860 | 4,810 |
| 01-9693-5111 | SICK LEAVE/VACATION BUYBACK | 3,178 | 1,780 | 3,120 | 3,120 | 1,800 |
| | TOTAL PERSONNEL | 215,600 | 179,090 | 180,430 | 185,250 | 402,800 |
| OPERATIONS | | | | | | |
| 01-9693-6203 | MEMBERSHIP, DUES, SUBSCRIP., BOOKS, FEES | 175 | 290 | 320 | 290 | 290 |
| 01-9693-6214 | MILEAGE REIMBURSEMENT | 0 | 370 | 0 | 370 | 370 |
| 01-9693-6215 | VEHICLE/CELL ALLOWANCE | 3,006 | 2,400 | 1,910 | 2,280 | 3,000 |
| 01-9693-6227 | CONTRACTUAL SERVICES | 7,362 | 85,000 | 47,940 | 85,000 | 85,000 |
| 01-9693-6235 | REFEREE SERVICES | 0 | 28,500 | 22,320 | 28,500 | 28,500 |
| 01-9693-6250 | WATER | 3,609 | 3,000 | 2,720 | 3,000 | 3,000 |
| 01-9693-6251 | ELECTRICITY | 25,309 | 40,000 | 29,940 | 40,000 | 40,000 |
| 01-9693-6252 | GAS | 558 | 1,500 | 570 | 1,500 | 1,500 |
| 01-9693-6253 | TELEPHONE | 3,822 | 4,800 | 3,870 | 4,800 | 4,800 |
| 01-9693-6256 | EQUIPMENT USAGE | 1,173 | 1,480 | 1,230 | 1,480 | 1,530 |
| 01-9693-6265 | COMPUTER USAGE | 7,128 | 6,700 | 5,580 | 6,970 | 7,710 |
| 01-9693-6271 | SERVICE/RECOGNITION/AWARDS | 0 | 5,000 | 600 | 5,000 | 5,000 |
| 01-9693-6276 | TICKETS, HOTELS, DEPOSITS, RESERVATIONS | 0 | 16,680 | 0 | 16,680 | 20,000 |
| 01-9693-6277 | RECREATION SUPPLIES | 3,723 | 8,120 | 2,460 | 8,120 | 8,120 |
| 01-9693-6279 | UNIFORMS | 0 | 18,000 | 9,420 | 18,000 | 18,000 |
| | TOTAL OPERATIONS | 55,865 | 221,840 | 128,880 | 221,990 | 226,820 |
| CAPITAL | | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 271,465 | 400,930 | 309,310 | 407,240 | 629,620 |
| FUNDING SOURCE: | | F/T EMPLOYEES | 1.00 | 1.00 | 1.00 | 1.00 |
| GENERAL (\$287,120) | | | | | | |
| SPORTS LEAGUES REVENUE (\$342,500) | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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:

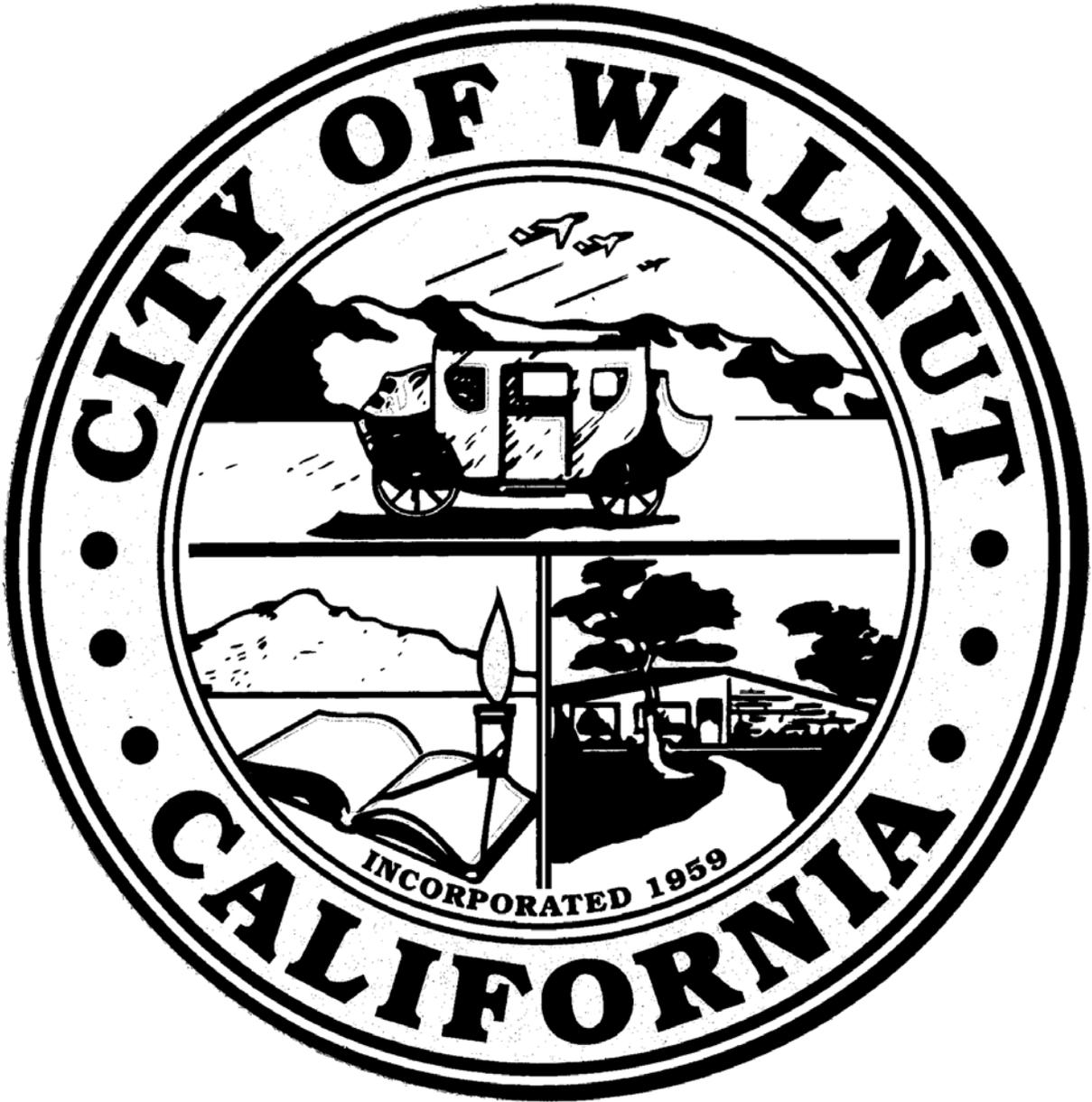
6203 **Memberships, Dues, Subscriptions, Books, Fees**

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 pgs, etc.
- 6279 **Uniforms**
Provides for the purchase of uniforms for the youth sports leagues and coaches, and adult basketball jerseys.



**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: SPORTS & GYMNASIUM

| APPROPRIATION DETAIL | | | | | | |
|---------------------------------|--------------------------------------|----------|----------------|-------------------|----------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| 08-9693-5103 | SEASONAL/LIMITED PART-TIME EMPLOYEES | 0 | 238,930 | 238,930 | 238,930 | 0 |
| 08-9693-5107 | WORKERS' COMPENSATION | 0 | 10,560 | 10,560 | 10,560 | 0 |
| 08-9693-5110 | MEDICARE | 0 | 3,470 | 3,470 | 3,470 | 0 |
| | TOTAL PERSONNEL | 0 | 252,960 | 252,960 | 252,960 | 0 |
| | OPERATIONS | | | | | |
| | TOTAL OPERATIONS | 0 | 0 | 0 | 0 | 0 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 0 | 252,960 | 252,960 | 252,960 | 0 |
| FUNDING SOURCE: | | | | | | |
| AMERICAN RESCUE PLAN ACT (ARPA) | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL

2022-23

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
2022-23 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: RECREATION CLASSES

| APPROPRIATION DETAIL | | | | | | |
|-------------------------------|--------------------------------------|---------------|---------------|-------------------|---------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| PERSONNEL | | | | | | |
| 01-9694-5101 | REGULAR SALARIES | 18,610 | 18,520 | 18,520 | 18,970 | 19,230 |
| 01-9694-5103 | SEASONAL/LIMITED PART-TIME EMPLOYEES | 0 | 0 | 0 | 0 | 18,520 |
| 01-9694-5105 | HEALTH & LIFE INSURANCE | 4,050 | 4,050 | 4,050 | 4,380 | 4,050 |
| 01-9694-5107 | WORKERS' COMPENSATION | 723 | 760 | 760 | 760 | 1,610 |
| 01-9694-5108 | PERS | 6,970 | 7,560 | 7,560 | 7,570 | 8,580 |
| 01-9694-5110 | MEDICARE | 298 | 290 | 290 | 310 | 580 |
| 01-9694-5111 | SICK LEAVE/VACATION BUYBACK | 640 | 450 | 690 | 690 | 530 |
| | TOTAL PERSONNEL | 31,291 | 31,630 | 31,870 | 32,680 | 53,100 |
| OPERATIONS | | | | | | |
| 01-9694-6214 | MILEAGE REIMBURSEMENT | 6 | 160 | 80 | 160 | 160 |
| 01-9694-6227 | CONTRACTUAL SERVICES | 5,157 | 33,000 | 20,900 | 33,000 | 33,000 |
| 01-9694-6256 | EQUIPMENT USAGE | 348 | 450 | 380 | 440 | 460 |
| 01-9694-6265 | COMPUTER USAGE | 2,140 | 2,010 | 1,680 | 2,090 | 2,310 |
| 01-9694-6277 | RECREATION SUPPLIES | 0 | 2,500 | 0 | 1,250 | 2,500 |
| | TOTAL OPERATIONS | 7,651 | 38,120 | 23,040 | 36,940 | 38,430 |
| CAPITAL | | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 38,942 | 69,750 | 54,910 | 69,620 | 91,530 |
| FUNDING SOURCE: | | F/T EMPLOYEES | 0.30 | 0.30 | 0.30 | 0.30 |
| RECREATION CLASSES (\$94,500) | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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
2022-23 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: RECREATION CLASSES

| APPROPRIATION DETAIL | | | | | |
|--|--------------------------------------|----------|---------------|-------------------|-----------------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | APPROVED ESTIMATE BUDGET |
| PERSONNEL | | | | | |
| 08-9694-5103 | SEASONAL/LIMITED PART-TIME EMPLOYEES | 0 | 15,000 | 15,000 | 15,000 |
| 08-9694-5107 | WORKERS' COMPENSATION | 0 | 670 | 670 | 670 |
| 08-9694-5110 | MEDICARE | 0 | 220 | 220 | 220 |
| | TOTAL PERSONNEL | 0 | 15,890 | 15,890 | 15,890 |
| OPERATIONS | | | | | |
| 08-9694-6227 | CONTRACTUAL SERVICES | 0 | 0 | 0 | 9,000 |
| | TOTAL OPERATIONS | 0 | 0 | 0 | 9,000 |
| CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 0 | 15,890 | 15,890 | 15,890 |
| FUNDING SOURCE: AMERICAN RESCUE PLAN ACT (ARPA) | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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
2022-23 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: SENIOR CENTER

| APPROPRIATION DETAIL | | | | | | |
|----------------------------|---|----------------|----------------|----------------|----------------|-----------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| PERSONNEL | | | | | | |
| 01-9696-5101 | REGULAR SALARIES | 77,310 | 76,940 | 76,940 | 78,790 | 79,950 |
| 01-9696-5102 | REGULAR PART-TIME EMPLOYEES | 38,140 | 39,490 | 39,490 | 38,980 | 41,070 |
| 01-9696-5103 | SEASONAL/LIMITED PART-TIME EMPLOYEES | 17,880 | 0 | 0 | 0 | 99,370 |
| 01-9696-5105 | HEALTH & LIFE INSURANCE | 24,068 | 21,240 | 21,240 | 25,040 | 21,240 |
| 01-9696-5107 | WORKERS' COMPENSATION | 3,571 | 1,370 | 2,590 | 3,000 | 7,410 |
| 01-9696-5108 | PERS | 42,656 | 47,560 | 47,560 | 47,340 | 54,760 |
| 01-9696-5110 | MEDICARE | 2,013 | 1,190 | 1,190 | 1,770 | 3,290 |
| 01-9696-5111 | SICK LEAVE/VACATION BUYBACK | 2,348 | 1,780 | 1,780 | 1,220 | 2,220 |
| | TOTAL PERSONNEL | 207,986 | 189,570 | 190,790 | 196,140 | 309,310 |
| OPERATIONS | | | | | | |
| 01-9696-6206 | ADVERTISING | 0 | 500 | 0 | 500 | 500 |
| 01-9696-6210 | PRINTING | 0 | 560 | 0 | 560 | 560 |
| 01-9696-6214 | MILEAGE REIMBURSEMENT | 0 | 370 | 10 | 370 | 370 |
| 01-9696-6215 | VEHICLE/CELL ALLOWANCE | 3,090 | 3,200 | 2,500 | 2,970 | 3,000 |
| 01-9696-6227 | CONTRACTUAL SERVICES | 86,489 | 30,500 | 2,800 | 30,500 | 30,500 |
| 01-9696-6250 | WATER | 4,285 | 4,200 | 3,420 | 4,200 | 4,200 |
| 01-9696-6251 | ELECTRICITY | 33,199 | 52,000 | 34,680 | 52,000 | 52,000 |
| 01-9696-6252 | GAS | 1,253 | 1,600 | 1,200 | 1,600 | 1,600 |
| 01-9696-6253 | TELEPHONE | 8,850 | 9,500 | 7,750 | 9,600 | 9,800 |
| 01-9696-6254 | COMMUNICATIONS | 1,389 | 1,500 | 1,150 | 1,500 | 1,600 |
| 01-9696-6256 | EQUIPMENT USAGE | 1,173 | 1,480 | 1,230 | 1,480 | 1,530 |
| 01-9696-6265 | COMPUTER USAGE | 7,128 | 6,700 | 5,580 | 6,970 | 7,710 |
| 01-9696-6276 | TICKETS, HOTELS, DEPOSITS, RESERVATIONS | (2,125) | 35,000 | 8,190 | 35,000 | 37,000 |
| 01-9696-6277 | RECREATION SUPPLIES | 4,830 | 8,000 | 7,160 | 8,000 | 8,500 |
| 01-9696-6286 | MEALS PROGRAM | 6,000 | 6,000 | 4,500 | 6,000 | 6,000 |
| | TOTAL OPERATIONS | 155,561 | 161,110 | 80,170 | 161,250 | 164,870 |
| CAPITAL | | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 363,547 | 350,680 | 270,960 | 357,390 | 474,180 |
| FUNDING SOURCE: | | F/T EMPLOYEES | 1.00 | 1.00 | 1.00 | 1.00 |
| GENERAL (\$394,480) | | | | | | |
| PROGRAM REVENUE (\$79,700) | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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.

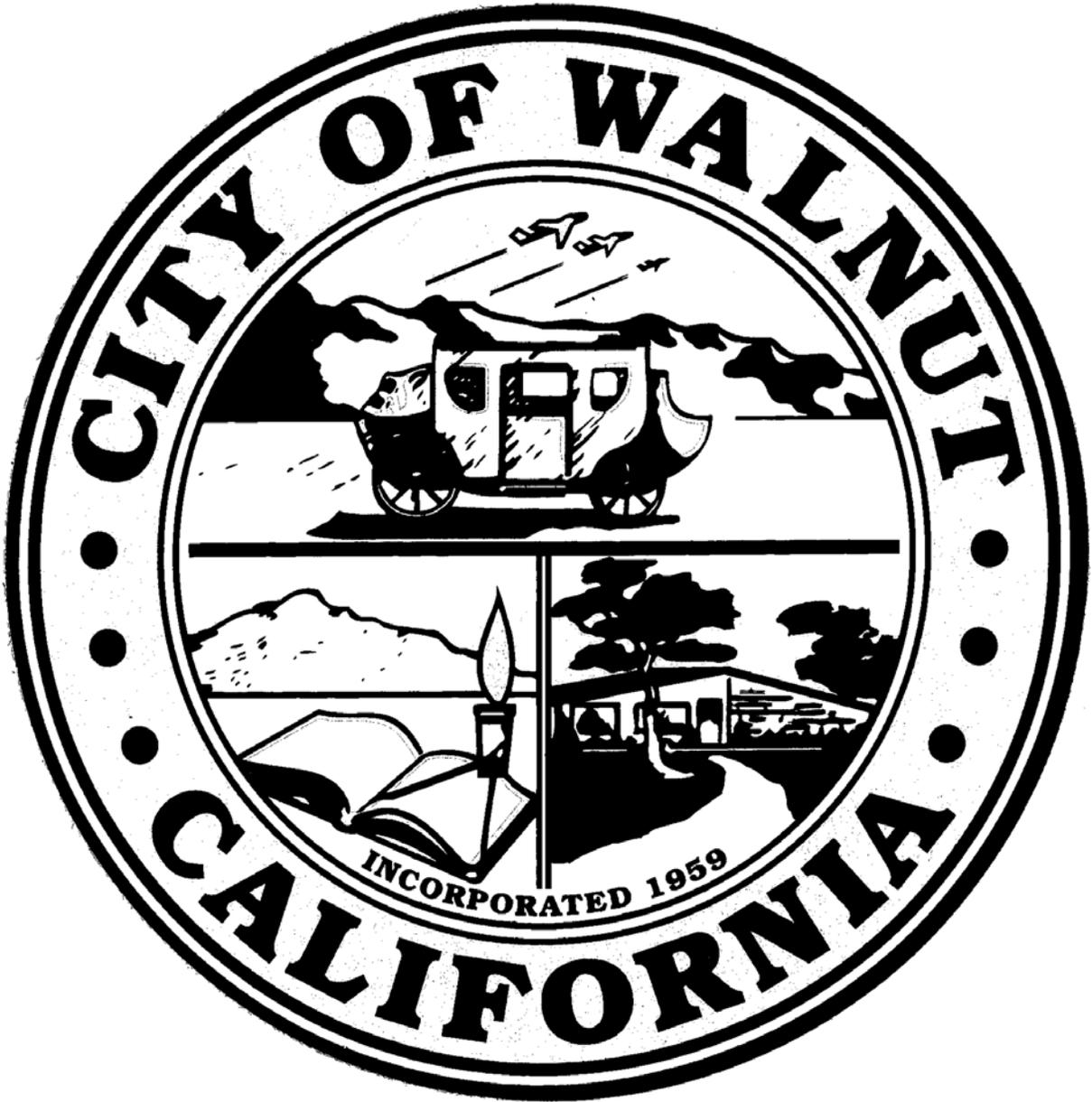
6210 **Printing**

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
2022-23 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: SENIOR CENTER

| APPROPRIATION DETAIL | | | | | | |
|---------------------------------|--------------------------------------|----------|---------------|-------------------|---------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| 08-9696-5103 | SEASONAL/LIMITED PART-TIME EMPLOYEES | 0 | 88,780 | 88,780 | 88,780 | 0 |
| 08-9696-5107 | WORKERS' COMPENSATION | 0 | 3,930 | 3,930 | 3,930 | 0 |
| 08-9696-5110 | MEDICARE | 0 | 1,290 | 1,290 | 1,290 | 0 |
| | TOTAL PERSONNEL | 0 | 94,000 | 94,000 | 94,000 | 0 |
| | OPERATIONS | | | | | |
| | TOTAL OPERATIONS | 0 | 0 | 0 | 0 | 0 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 0 | 94,000 | 94,000 | 94,000 | 0 |
| FUNDING SOURCE: | | | | | | |
| AMERICAN RESCUE PLAN ACT (ARPA) | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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
2022-23 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: TEEN CENTER

| APPROPRIATION DETAIL | | | | | | |
|----------------------------|---|----------------|----------------|-------------------|----------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| PERSONNEL | | | | | | |
| 01-9697-5101 | REGULAR SALARIES | 55,475 | 56,270 | 56,270 | 57,670 | 62,810 |
| 01-9697-5103 | SEASONAL/LIMITED PART-TIME EMPLOYEES | 8,699 | 0 | 0 | 0 | 53,930 |
| 01-9697-5105 | HEALTH & LIFE INSURANCE | 13,477 | 13,500 | 13,500 | 14,610 | 13,500 |
| 01-9697-5107 | WORKERS' COMPENSATION | 2,555 | 2,310 | 2,310 | 2,370 | 4,940 |
| 01-9697-5108 | PERS | 4,642 | 4,680 | 4,680 | 4,780 | 5,210 |
| 01-9697-5110 | MEDICARE | 964 | 830 | 830 | 870 | 1,730 |
| 01-9697-5111 | SICK LEAVE/VACATION BUYBACK | 2,321 | 1,270 | 2,340 | 2,340 | 1,570 |
| | TOTAL PERSONNEL | 88,133 | 78,860 | 79,930 | 82,640 | 143,690 |
| OPERATIONS | | | | | | |
| 01-9697-6206 | ADVERTISING | 100 | 770 | 0 | 770 | 770 |
| 01-9697-6214 | MILEAGE REIMBURSEMENT | 0 | 210 | 0 | 210 | 210 |
| 01-9697-6227 | CONTRACTUAL SERVICES | 279 | 4,350 | 0 | 4,350 | 4,350 |
| 01-9697-6250 | WATER | 2,406 | 2,200 | 1,820 | 2,200 | 2,200 |
| 01-9697-6251 | ELECTRICITY | 16,872 | 27,750 | 19,960 | 27,750 | 27,750 |
| 01-9697-6252 | GAS | 372 | 1,000 | 380 | 1,000 | 1,000 |
| 01-9697-6253 | TELEPHONE | 3,822 | 4,010 | 3,320 | 4,010 | 4,200 |
| 01-9697-6254 | COMMUNICATIONS | 1,290 | 1,400 | 1,080 | 1,400 | 1,500 |
| 01-9697-6256 | EQUIPMENT USAGE | 1,173 | 1,480 | 1,230 | 1,480 | 1,530 |
| 01-9697-6265 | COMPUTER USAGE | 7,128 | 6,700 | 5,580 | 6,970 | 7,710 |
| 01-9697-6271 | SERVICE/RECOGNITION/AWARDS | 0 | 1,170 | 0 | 1,170 | 1,170 |
| 01-9697-6276 | TICKETS, HOTELS, DEPOSITS, RESERVATIONS | 0 | 5,000 | 0 | 5,000 | 5,000 |
| 01-9697-6277 | RECREATION SUPPLIES | 836 | 4,250 | 2,700 | 4,250 | 5,000 |
| 01-9697-6283 | SNACK BAR SUPPLIES | 323 | 9,500 | 8,410 | 9,500 | 9,500 |
| | TOTAL OPERATIONS | 34,601 | 69,790 | 44,480 | 70,060 | 71,890 |
| CAPITAL | | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 122,734 | 148,650 | 124,410 | 152,700 | 215,580 |
| FUNDING SOURCE: | | F/T EMPLOYEES | 1.00 | 1.00 | 1.00 | 1.00 |
| GENERAL (\$170,580) | | | | | | |
| PROGRAM REVENUE (\$45,000) | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23

TEEN CENTER (9697)

The Teen Center provides a place for youth to meet and participate in positive and productive activities during non-school hours. Various activities are planned throughout the year and include teen dances, excursions, on-site peer counseling, tutoring, and game tournaments. The Center and its activities are geared for the youth in 6th through 12th grades.

PERSONNEL:

5101 **Regular Salaries**

Recreation Coordinator - 100%

Develop and supervise recreation programs, sports leagues, social services, special events, and excursions under the direction of the Recreation Supervisor.

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

Provides for Recreation Leaders for daily supervision, special events, excursions, etc. 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)

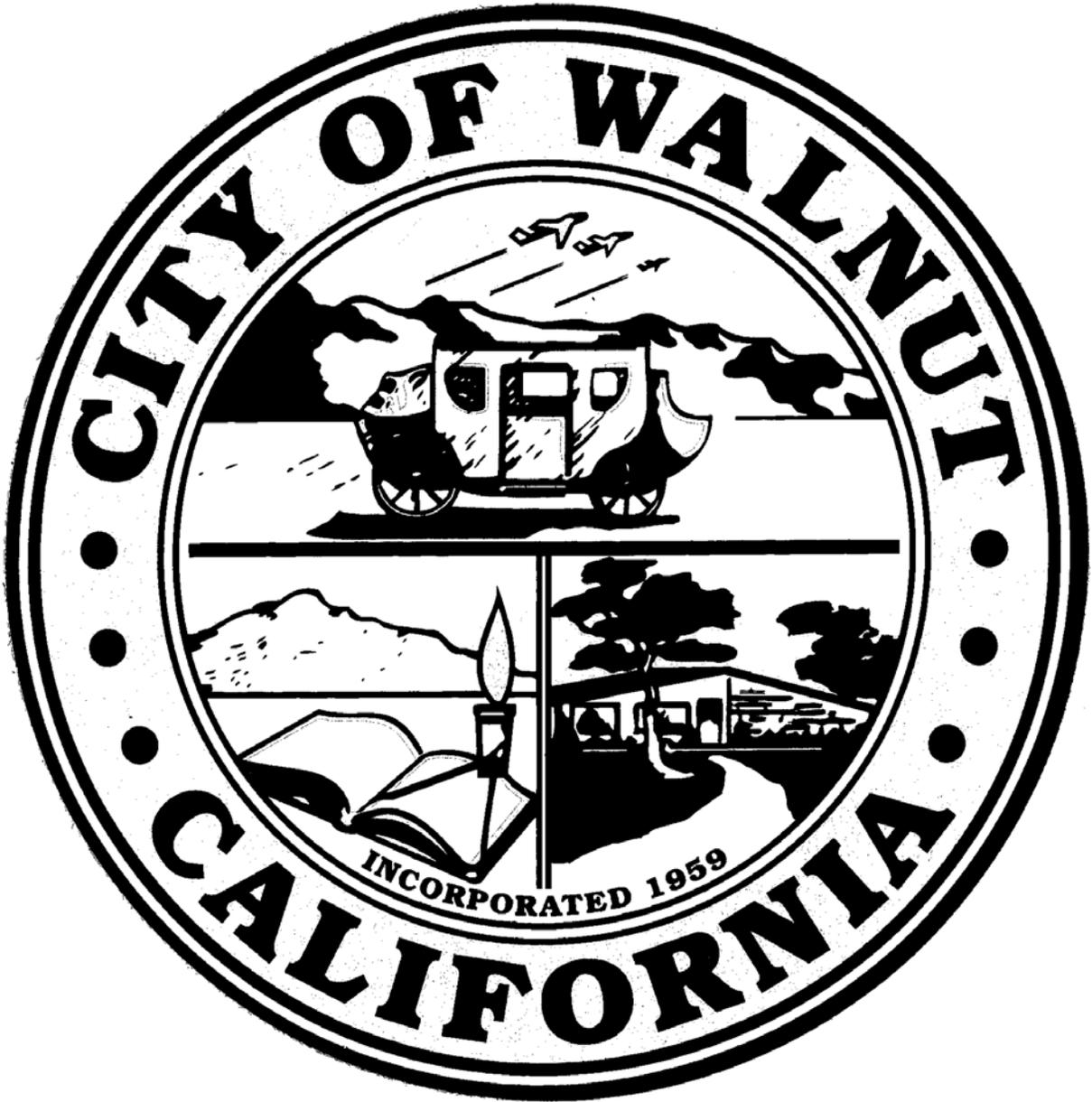
6251 **Electricity**

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
2022-23 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: TEEN CENTER

| APPROPRIATION DETAIL | | | | | |
|--|--------------------------------------|----------|---------------|-------------------|-----------------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | APPROVED ESTIMATE BUDGET |
| | PERSONNEL | | | | |
| 08-9697-5103 | SEASONAL/LIMITED PART-TIME EMPLOYEES | 0 | 54,510 | 69,520 | 69,520 0 |
| 08-9697-5107 | WORKERS' COMPENSATION | 0 | 2,410 | 3,080 | 2,940 0 |
| 08-9697-5110 | MEDICARE | 0 | 790 | 1,010 | 1,010 0 |
| | TOTAL PERSONNEL | 0 | 57,710 | 73,610 | 73,470 0 |
| | OPERATIONS | | | | |
| | TOTAL OPERATIONS | 0 | 0 | 0 | 0 0 |
| | CAPITAL | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 0 |
| | SUB-PROGRAM TOTAL | 0 | 57,710 | 73,610 | 73,470 0 |
| FUNDING SOURCE: AMERICAN RESCUE PLAN ACT (ARPA) | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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 6th through 12th 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
2022-23 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: CAMP CRAWDAD

| APPROPRIATION DETAIL | | | | | | |
|---|---|---------------|--------------|-------------------|--------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| PERSONNEL | | | | | | |
| 01-9699-5103 | SEASONAL/LIMITED PART-TIME EMPLOYEES | 7,232 | 0 | 0 | 0 | 18,770 |
| 01-9699-5107 | WORKERS' COMPENSATION | 290 | 0 | 0 | 0 | 800 |
| 01-9699-5110 | MEDICARE | 105 | 0 | 0 | 0 | 280 |
| | TOTAL PERSONNEL | 7,627 | 0 | 0 | 0 | 19,850 |
| OPERATIONS | | | | | | |
| 01-9699-6214 | MILEAGE REIMBURSEMENT | 35 | 100 | 40 | 100 | 100 |
| 01-9699-6227 | CONTRACTUAL SERVICES | 0 | 1,000 | 0 | 1,000 | 1,500 |
| 01-9699-6276 | TICKETS, HOTELS, DEPOSITS, RESERVATIONS | 0 | 1,300 | 0 | 1,300 | 2,000 |
| 01-9699-6277 | RECREATION SUPPLIES | 2,842 | 2,500 | 330 | 2,500 | 3,000 |
| | TOTAL OPERATIONS | 2,877 | 4,900 | 370 | 4,900 | 6,600 |
| CAPITAL | | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 10,504 | 4,900 | 370 | 4,900 | 26,450 |
| FUNDING SOURCE: CAMP PROGRAM (\$12,000) | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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
2022-23 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: CAMP CRAWDAD

| APPROPRIATION DETAIL | | | | | | |
|---------------------------------|--------------------------------------|----------|---------------|-------------------|---------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| 08-9699-5103 | SEASONAL/LIMITED PART-TIME EMPLOYEES | 0 | 15,010 | 15,010 | 15,010 | 0 |
| 08-9699-5107 | WORKERS' COMPENSATION | 0 | 670 | 670 | 670 | 0 |
| 08-9699-5110 | MEDICARE | 0 | 220 | 220 | 220 | 0 |
| | TOTAL PERSONNEL | 0 | 15,900 | 15,900 | 15,900 | 0 |
| | OPERATIONS | | | | | |
| | TOTAL OPERATIONS | 0 | 0 | 0 | 0 | 0 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 0 | 15,900 | 15,900 | 15,900 | 0 |
| FUNDING SOURCE: | | | | | | |
| AMERICAN RESCUE PLAN ACT (ARPA) | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
CAMP CRAWDAD (08-9699)

The budget provides for recreational activities for Camp Crowdad in the summer. In Fiscal Year 2022-23, Camp Crowdad expenses moved to General Fund (01).

PERSONNEL:

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

Provides for part-time Recreation Leaders to conduct a summer program for children.

5107 - 5110 See Appendix

**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: PARK GRANTS

| APPROPRIATION DETAIL | | | | | | |
|--|-------------------------------|---------------|---------------|-------------------|---------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 28-9696-6246 | SR. CTR: BUILDING MAINTENANCE | 13,532 | 25,000 | 22,660 | 25,000 | 50,000 |
| | TOTAL OPERATIONS | 13,532 | 25,000 | 22,660 | 25,000 | 50,000 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 13,532 | 25,000 | 22,660 | 25,000 | 50,000 |
| FUNDING SOURCE: MEASURE "A" (M&S) (\$50,000) | | | | | | |

CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
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:

28-9696-6246 **Building Maintenance**

Provides for a portion of maintenance costs at the Senior Center facility.

**CITY OF WALNUT
2022-23 BUDGET**

PROGRAM: COMMUNITY SERVICES

SUB-PROGRAM: PARKS MAINTENANCE

| APPROPRIATION DETAIL | | | | | | |
|---|------------------------------|----------|---------------|-------------------|---------------|--------------------|
| ACCOUNT NO. | ACTIVITY | 2020-21 | | 2021-22 | | 2022-23 |
| | | ACTUAL | BUDGET | REVISED BUDGET | ESTIMATE | APPROVED BUDGET |
| | PERSONNEL | | | | | |
| | TOTAL PERSONNEL | 0 | 0 | 0 | 0 | 0 |
| | OPERATIONS | | | | | |
| 37-9100-6290 | SPECIAL MAINTENANCE PROJECTS | 0 | 85,000 | 0 | 85,000 | 85,000 |
| | TOTAL OPERATIONS | 0 | 85,000 | 0 | 85,000 | 85,000 |
| | CAPITAL | | | | | |
| | TOTAL CAPITAL | 0 | 0 | 0 | 0 | 0 |
| | SUB-PROGRAM TOTAL | 0 | 85,000 | 0 | 85,000 | 85,000 |
| FUNDING SOURCE: MEASURE A (CATEGORY 1) (\$85,000) | | | | | | |

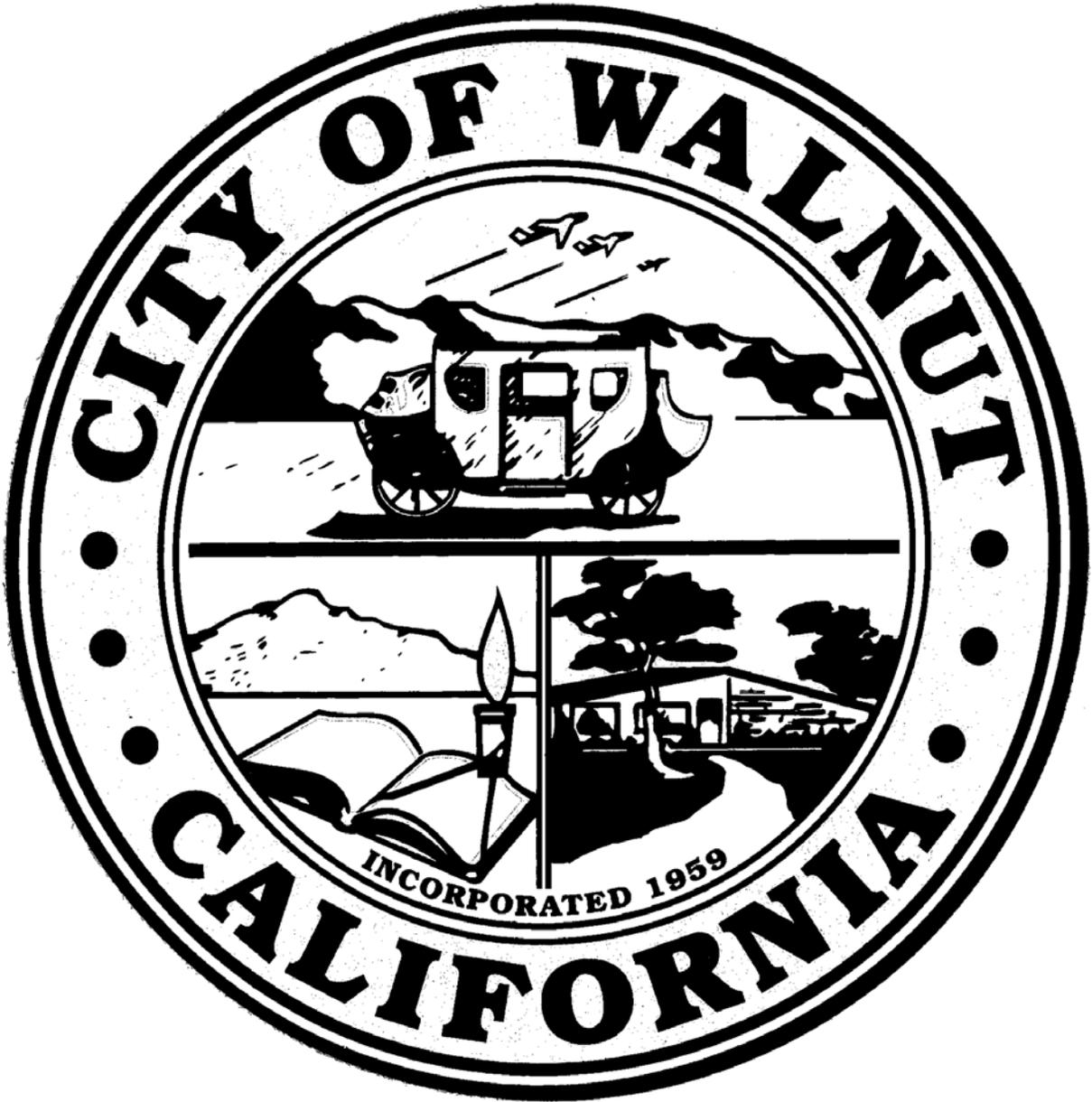
CITY OF WALNUT
ANNUAL BUDGET DETAIL
2022-23
PARKS MAINTENANCE (37-9100)

The Parks Maintenance Division provides for the maintenance of all City parks, which are comprised of 11 parks for a combined total of 104 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

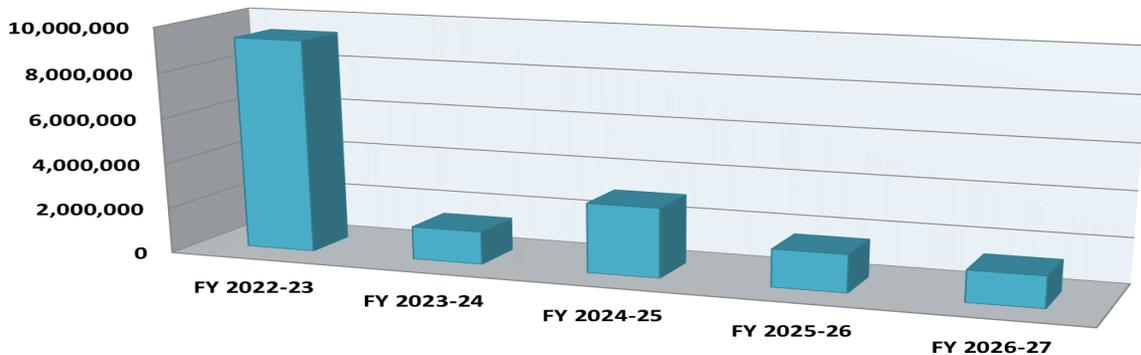
The Capital Projects five-year Program generally includes projects that cost in excess of \$100,000 or have a life greater than ten years.

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 2022-23 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 2021-22, or prior years. If these projects were not completed as of June 30, 2022, the remaining balances of their corresponding appropriations are carried over into the new Fiscal Year 2022-23 and beyond if necessary.

**Capital Projects
Five-Year Projection**



**CITY OF WALNUT
CAPITAL PROJECT
5 - YEAR PROJECTIONS**

SUMMARY

| Fiscal Year | |
|--------------------|---------------------|
| 2022-23 | \$9,381,050 |
| 2023-24 | \$1,450,000 |
| 2024-25 | \$3,050,000 |
| 2025-26 | \$1,650,000 |
| 2026-27 | \$1,375,000 |
| | \$16,906,050 |

FUNDING SOURCE

Funding for the Capital Projects is provided by various sources. For Fiscal Year 2022-23 they are as follows:

| | | |
|------------------------|-----------|------------------|
| Gas Tax - 02 | \$ | 350,000 |
| RMRA - 03 | \$ | 600,000 |
| Park Improvement - 06 | \$ | 500,000 |
| ARPA - 08 | \$ | 4,778,870 |
| PROP C - 13 | \$ | 900,000 |
| Bikeway - 14 | \$ | 25,000 |
| Measure R - 16 | \$ | 600,000 |
| Mearsure M - 21 | \$ | 200,000 |
| Capital/Equip - 25 | \$ | 377,180 |
| Neighborhood Park - 27 | \$ | 680,000 |
| Measure A - 28 | \$ | 120,000 |
| Measure W - 29 | \$ | 250,000 |
| | \$ | 9,381,050 |

**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 | 2022-23 BUDGET | 2023-24 BUDGET | 2024-25 BUDGET | 2025-26 BUDGET | 2026-27 BUDGET |
|----------------|--|------------------|------------------|---------------|----------------|----------------|----------------|----------------|----------------|
| 5910 | MEADOW PASS OFF-SITE MITIGATION | Capital/Equip-25 | \$200,000 | \$13,148 | | | | | |
| | ENGINEERING | | \$95,000 | | 81,850 | 0 | 0 | 0 | 0 |
| | CONSTRUCTION | | <u>\$105,000</u> | | 105,000 | 0 | 0 | 0 | 0 |
| | TOTAL | | \$200,000 | | | | | | |
| | Provides for the planting and 5-year monitoring of the required off-site mitigation for Meadow Pass Road. | | | | | | | | |
| 6127 | CITY WIDE SIDEWALK REPAIRS | Prop C-13 | \$100,000 | \$0 | | | | | |
| | ENGINEERING | | \$20,000 | | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 |
| | CONSTRUCTION | | <u>\$80,000</u> | | 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. | | | | | | | | |
| 6134 | HVAC: CITY WIDE | ARPA-08 | \$645,230 | \$0 | | | | | |
| | CONSTRUCTION | | <u>\$645,230</u> | | 645,230 | 0 | 0 | 0 | 0 |
| | TOTAL | | \$645,230 | | | | | | |
| | Provides for replacement of the older HVAC units City Wide. | | | | | | | | |
| 6137 | NPDES: STORM WATER | Measure W-29 | \$250,000 | \$0 | | | | | |
| | ENGINEERING | | \$50,000 | | 50,000 | 50,000 | 50,000 | 50,000 | 50,000 |
| | CONSTRUCTION | | <u>\$200,000</u> | | 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 | 2022-23 BUDGET | 2023-24 BUDGET | 2024-25 BUDGET | 2025-26 BUDGET | 2026-27 BUDGET |
|----------------|--|----------------------|----------------|---------------|----------------|----------------|----------------|----------------|----------------|
| 6362 | FLOOD PLAIN TRAIL REHABILITATION | 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. | | | | | | | | |
| 9201 | DIVERSITY PLAZA - CREEKSIDE PARK PROJECT | Neighborhood Park-27 | \$680,000 | \$0 | | | | | |
| | | Measure A-28 | \$120,000 | \$0 | | | | | |
| | | ARPA-08 | \$260,000 | \$2,000 | | | | | |
| | CONSTRUCTION | | \$1,060,000 | | 1,058,000 | 0 | 0 | 0 | 0 |
| | TOTAL | | \$1,060,000 | | | | | | |
| | Provides for the construction of Diversity Plaza at Creekside Park including picnic area with shade structure, new restroom facility, and spray play area. | | | | | | | | |
| 9207 | WALNUT RANCH DRAIN PROJECT | ARPA-08 | \$100,000 | \$0 | | | | | |
| | ENGINEERING | | \$100,000 | | 100,000 | 0 | 0 | 0 | 0 |
| | TOTAL | | \$100,000 | | | | | | |
| | Provides for repair of storm drain at Walnut Ranch Park. | | | | | | | | |
| 9209 | HEIDELBERG PARK IMPROVEMENT | Park Improvement-06 | \$150,000 | \$0 | | | | | |
| | CONSTRUCTION | | \$150,000 | | 150,000 | 0 | 0 | 0 | 0 |
| | TOTAL | | \$150,000 | | | | | | |
| | Provides for replacement of playground equipment 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 | 2022-23 BUDGET | 2023-24 BUDGET | 2024-25 BUDGET | 2025-26 BUDGET | 2026-27 BUDGET |
|----------------|---|---------------------|----------------|---------------|----------------|----------------|----------------|----------------|----------------|
| 9226 | TRAIL PROJECT | ARPA-08 | \$275,000 | \$0 | | | | | |
| | | Bikeway Fund-14 | \$25,000 | \$0 | | | | | |
| | CONSTRUCTION TOTAL | <u>\$300,000</u> | | | 300,000 | 0 | 0 | 100,000 | 100,000 |
| | Provides for various trail improvements throughout the City. | | | | | | | | |
| 9693 | GYM/TEEN CENTER IMPROVEMENT | Capital/Equip-25 | \$200,000 | \$9,670 | | | | | |
| | CONSTRUCTION TOTAL | <u>\$200,000</u> | | | 190,330 | 0 | 0 | 0 | 0 |
| | Provides for replacement of flooring and painting indoors. | | | | | | | | |
| 6163 | GRAND/LA PUENTE INTERSECTION | Prop C-13 | \$300,000 | \$0 | | | | | |
| | CONSTRUCTION TOTAL | <u>\$300,000</u> | | | 300,000 | 0 | 0 | 0 | 0 |
| | Provides for construction of dual left-turn pockets on Grand northbound and southbound. | | | | | | | | |
| 6164 | CASTLEHILL/SLOPE DRIVE SEWER | ARPA-08 | \$73,896 | \$24,258 | | | | | |
| | CONSTRUCTION TOTAL | <u>\$73,896</u> | | | 49,640 | 350,000 | 0 | 0 | 0 |
| | Provides for the establishment of a sewer reimbursement district for Castlehill Drive and Slope Drive neighborhood. | | | | | | | | |
| | SNOW CREEK PARK IMPROVEMENT | ARPA-08 | \$400,000 | \$0 | | | | | |
| | | Park Improvement-06 | \$350,000 | | | | | | |
| | CONSTRUCTION TOTAL | <u>\$750,000</u> | | | 750,000 | 0 | 0 | 0 | 0 |
| | Provides for replacement of playground equipment and restroom to be ADA accessible at Snow Creek 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 | 2022-23 BUDGET | 2023-24 BUDGET | 2024-25 BUDGET | 2025-26 BUDGET | 2026-27 BUDGET |
|----------------|---|----------------|----------------|---------------|----------------|----------------|----------------|----------------|----------------|
| | CITY REFLECTIVE STREET NAME SIGNS (RSNS) REPLACEMENT | Measure M-21 | \$200,000 | \$0 | | | | | |
| | ENGINEERING | | \$10,000 | | 10,000 | 0 | 0 | 0 | 0 |
| | CONSTRUCTION | | \$190,000 | | 190,000 | 0 | 0 | 0 | 0 |
| | TOTAL | | \$200,000 | | | | | | |
| | Provides for the removal and replacement of the internally illuminated street name signs at the existing traffic signals with reflective street name signs. | | | | | | | | |
| | LA PUENTE ROAD REHABILITATION | Gas Tax-02 | \$350,000 | \$0 | | | | | |
| | | Measure R-16 | \$400,000 | \$0 | | | | | |
| | ENGINEERING | | \$75,000 | | 75,000 | 0 | | | |
| | CONSTRUCTION | | \$675,000 | | 675,000 | 0 | 0 | 0 | 0 |
| | TOTAL | | \$750,000 | | | | | | |
| | Provides for rehabilitation of pavement on La Puente Road westerly city limits to Lemon Avenue. | | | | | | | | |
| | LEMON CREEK PARK IMPROVEMENT | ARPA-08 | \$250,000 | \$0 | | | | | |
| | CONSTRUCTION | | \$250,000 | | 250,000 | 0 | 0 | 0 | 0 |
| | TOTAL | | \$250,000 | | | | | | |
| | Provides for replacement of current restroom to be fully ADA accessible. | | | | | | | | |
| | WINDOWS & ENTRY MODIFICATIONS | ARPA-08 | \$246,000 | \$0 | | | | | |
| | CONSTRUCTION | | \$246,000 | | 246,000 | 0 | 0 | 0 | 0 |
| | TOTAL | | \$246,000 | | | | | | |
| | Provides for replacement of windows at the Gym/Teen Center, Senior Center, and MDRS for improved ventilation. | | | | | | | | |

**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 | 2022-23 BUDGET | 2023-24 BUDGET | 2024-25 BUDGET | 2025-26 BUDGET | 2026-27 BUDGET |
|----------------|--|----------------|--------------------|---------------|----------------|----------------|----------------|----------------|----------------|
| | CREEKSIDE PARK IMPROVEMENTS | ARPA-08 | \$250,000 | \$0 | | | | | |
| | CONSTRUCTION | | <u>\$250,000</u> | | 250,000 | 0 | 0 | 0 | 0 |
| | TOTAL | | \$250,000 | | | | | | |
| | Provides for replacement or irrigation & electrical upgrades at Creekside Park. | | | | | | | | |
| | SPORTS FIELD LED LIGHTING RETROFITS | ARPA-08 | \$1,550,000 | \$0 | | | | | |
| | CONSTRUCTION | | <u>\$1,550,000</u> | | 1,550,000 | 0 | 0 | 0 | 0 |
| | TOTAL | | \$1,550,000 | | | | | | |
| | Provides for replacement of sports field/security lighting to LED at Walnut Ranch Park, Creekside Park, Snow Creek Park, and Suzanne Park. | | | | | | | | |
| | INDOOR LED LIGHTING RETROFITS | ARPA-08 | \$155,000 | \$0 | | | | | |
| | CONSTRUCTION | | <u>\$155,000</u> | | 155,000 | 0 | 0 | 0 | 0 |
| | TOTAL | | \$155,000 | | | | | | |
| | Provides for replacement of indoor LED lighting and all City facilities. | | | | | | | | |
| | SLURRY SEAL AREA 2 STREETS | RMRA-03 | \$600,000 | \$0 | | | | | |
| | | Prop C-13 | \$500,000 | \$0 | | | | | |
| | | Measure R-16 | \$200,000 | \$0 | | | | | |
| | ENGINEERING | | \$100,000 | | 100,000 | 0 | 0 | 0 | 0 |
| | CONSTRUCTION | | <u>\$1,200,000</u> | | 1,200,000 | 0 | 0 | 0 | 0 |
| | TOTAL | | \$1,300,000 | | | | | | |
| | Provides for the engineering, contract administration and slurry seal of various streets in Area 2 (north of Valley Blvd, east of Lemon Avenue, south of La Puente Road and west of Grand Avenue). | | | | | | | | |

**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 | 2022-23 BUDGET | 2023-24 BUDGET | 2024-25 BUDGET | 2025-26 BUDGET | 2026-27 BUDGET |
|----------------|---|----------------|----------------|---------------|----------------|----------------|----------------|----------------|----------------|
| | CITY WIDE SIGN REPLACEMENT | Measure M-21 | \$100,000 | \$0 | | | | | |
| | ENGINEERING | | \$10,000 | | 0 | 10,000 | 0 | 0 | 0 |
| | CONSTRUCTION | | \$90,000 | | 0 | 90,000 | 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. | | | | | | | | |
| | SLURRY SEAL AREA 3 STREETS | RMRA-03 | \$500,000 | \$0 | | | | | |
| | | Measure R-16 | \$150,000 | \$0 | | | | | |
| | ENGINEERING | | \$75,000 | | 0 | 75,000 | 0 | 0 | 0 |
| | CONSTRUCTION | | \$575,000 | | 0 | 575,000 | 0 | 0 | 0 |
| | TOTAL | | \$650,000 | | | | | | |
| | Provides for the engineering, contract administration and slurry seal of various streets in Area 3 (Gartel Road and Fuerte Drive area). | | | | | | | | |
| | LEMON AVENUE REHABILITATION | Prop C-13 | \$600,000 | \$0 | | | | | |
| | | Measure R-16 | \$600,000 | \$0 | | | | | |
| | ENGINEERING | | \$100,000 | | 0 | 0 | 100,000 | 0 | 0 |
| | CONSTRUCTION | | \$1,100,000 | | 0 | 0 | 1,100,000 | 0 | 0 |
| | TOTAL | | \$1,200,000 | | | | | | |
| | Provides for rehabilitation of the pavement between Valley Boulevard and La Puente Road. | | | | | | | | |
| | GRAND AVENUE STREET LIGHTS | Gas Tax -02 | \$200,000 | \$0 | | | | | |
| | | Measure M-21 | \$300,000 | \$0 | | | | | |
| | ENGINEERING | | \$445,000 | | 0 | 0 | 445,000 | 0 | 0 |
| | CONSTRUCTION | | \$55,000 | | 0 | 0 | 55,000 | 0 | 0 |
| | TOTAL | | \$500,000 | | | | | | |
| | Provides for installation of street lights on Grand Avenue between Amar/Temple and Stonybrook 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 | 2022-23 BUDGET | 2023-24 BUDGET | 2024-25 BUDGET | 2025-26 BUDGET | 2026-27 BUDGET |
|----------------|--|----------------|----------------|---------------|----------------|----------------|----------------|----------------|----------------|
| | SLURRY SEAL AREA 5 STREETS | RMRA-03 | \$600,000 | \$0 | | | | | |
| | | Prop C-13 | \$400,000 | \$0 | | | | | |
| | ENGINEERING | | \$75,000 | | 0 | 0 | 75,000 | 0 | 0 |
| | CONSTRUCTION | | \$925,000 | | 0 | 0 | 925,000 | 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). | | | | | | | | |
| | SLURRY SEAL AREA 6 STREETS | RMRA-03 | \$700,000 | \$0 | | | | | |
| | | Prop C-13 | \$200,000 | \$0 | | | | | |
| | ENGINEERING | | \$75,000 | | 0 | 0 | 0 | 75,000 | 0 |
| | CONSTRUCTION | | \$825,000 | | 0 | 0 | 0 | 825,000 | 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). | | | | | | | | |
| | LEMON AVENUE STREET LIGHTS | Measure M-21 | \$300,000 | \$0 | | | | | |
| | ENGINEERING | | \$260,000 | | 0 | 0 | 0 | 260,000 | 0 |
| | CONSTRUCTION | | \$40,000 | | 0 | 0 | 0 | 40,000 | 0 |
| | TOTAL | | \$300,000 | | | | | | |
| | Provides for installation of street lights on Lemon Avenue between La Puente Road and Meadow Pass Road. | | | | | | | | |

**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 | 2022-23 BUDGET | 2023-24 BUDGET | 2024-25 BUDGET | 2025-26 BUDGET | 2026-27 BUDGET |
|----------------|-----------------------------------|----------------|----------------|---------------|----------------|----------------|----------------|----------------|----------------|
| | SLURRY SEAL AREA 4 STREETS | RMRA-03 | \$700,000 | \$0 | | | | | |
| | | Prop C-13 | \$225,000 | \$0 | | | | | |
| | ENGINEERING | | \$75,000 | | 0 | 0 | 0 | 0 | 75,000 |
| | CONSTRUCTION | | \$850,000 | | 0 | 0 | 0 | 0 | 850,000 |
| | TOTAL | | \$925,000 | | | | | | |

Provides for the engineering, contract administration and slurry seal of various streets in Area 4 (Westerly half of Creekside Drive).

| | | | | | | | |
|--------------|---------------------|-----------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| TOTAL | \$15,005,126 | \$49,076 | \$9,381,050 | \$1,450,000 | \$3,050,000 | \$1,650,000 | \$1,375,000 |
|--------------|---------------------|-----------------|--------------------|--------------------|--------------------|--------------------|--------------------|

Funding Summary

| | | | | | |
|-----------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Gas Tax-02 | \$ 350,000 | | \$ 200,000 | \$ - | \$ - |
| RMRA - 03 | \$ 600,000 | \$ 500,000 | \$ 600,000 | \$ 700,000 | \$ 600,000 |
| Park Improvement - 06 | \$ 500,000 | \$ - | \$ - | \$ - | \$ - |
| ARPA - 08 | \$ 4,778,870 | \$ 350,000 | \$ - | \$ - | \$ - |
| PROP C - 13 | \$ 900,000 | \$ 100,000 | \$ 1,100,000 | \$ 300,000 | \$ 425,000 |
| Bikeway - 14 | \$ 25,000 | \$ - | \$ - | \$ 25,000 | \$ 25,000 |
| Measure R - 16 | \$ 600,000 | \$ 150,000 | \$ 600,000 | \$ - | \$ - |
| Measure M - 21 | \$ 200,000 | \$ 100,000 | \$ 300,000 | \$ 300,000 | \$ - |
| Capital/Equip - 25 | \$ 377,180 | \$ - | \$ - | \$ 75,000 | \$ 75,000 |
| Neighborhood Park -27 | \$ 680,000 | \$ - | \$ - | \$ - | \$ - |
| Measure A - 28 | \$ 120,000 | \$ - | \$ - | \$ - | \$ - |
| Measure W - 29 | \$ 250,000 | \$ 250,000 | \$ 250,000 | \$ 250,000 | \$ 250,000 |
| Total | \$ 9,381,050 | \$ 1,450,000 | \$ 3,050,000 | \$ 1,650,000 | \$ 1,375,000 |

CITY OF WALNUT

FUTURE STREET CAPITAL PROJECTS

It is important to Walnut to maintain the structure, mobility, and extend the useful life of the public right-of-way. In addition to the five year Capital Projects Program the City has developed an additional five-year projection for street related projects.

The City is divided into seven areas with each area being 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> |
|-------------|----------------------------|---------------|
| 2027-28 | Area 7 Slurry | \$975,000 |
| 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 |



Appendix

CHART OF ACCOUNTS

OBJECT DESIGNATIONS

XX-XXXX-###

PERSONNEL:

| <u>Object No.</u> | <u>Line Item & Description</u> |
|-------------------|---|
| 5101 | Regular Salaries Provides for compensation for full-time, permanent employees. |
| 5102 | Regular Part-Time Employees Provides for compensation for all part-time employees. |
| 5103 | Seasonal/Limited Part-Time Employees Provides for compensation for non-permanent, part-time employees. |
| 5104 | Overtime Provides for compensation for any overtime throughout the year, at one and one half times the regular salary. |
| 5105 | Health & Life Insurance Provides for benefits for health, accidental death, dismemberment, life insurance, and long-term disability for full-time employees. Additionally, provides for the monthly PERS administrative fee and wake works compliance fee under the Human Resources Division (4200). |
| 5107 | Workers' Compensation Provides for City-paid benefits for Workers' Compensation pursuant to State Law. |
| 5108 | PERS Provides for City-paid employee benefits for employee's retirement system. |
| 5109 | Unemployment Insurance Provides for City-paid employee benefits for unemployment insurance. |
| 5110 | Medicare Expense All employees with hire dates of April 1, 1986 and after must contribute 1.45% and City to match. |
| 5111 | Sick Leave Buyback/Vacation Buyback Provides for employee reimbursement for non-used sick leave. Only employees with over 160 hours at the end of the calendar year will be eligible for buybacks. Provides reimbursement of unused vacation up to 40 hours, provided employee has taken 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 | Replacement Benefit Plan Provides for the CalPERS Replacement Benefit Plan contributions as necessary. |

CHART OF ACCOUNTS

OPERATIONS:

| <u>Object No.</u> | <u>Line Item & Description</u> |
|--------------------------|--|
| 6102 | Conference & Meetings - Pacheco Provides for all travel, conference, and meeting expenses. |
| 6103 | Conference & Meetings - Ching Provides for all travel, conference, and meeting expenses. |
| 6104 | Conference & Meetings - Wu Provides for all travel, conference, and meeting expenses. |
| 6105 | Conference & Meetings - Tragarz Provides for all travel, conference, and meeting expenses. |
| 6106 | Conference & Meetings - Freedman Provides for all travel, conference, and meeting expenses. |
| 6201 | Conference & Meetings Provides for all travel, conference, and meeting expenses. In Fiscal Year 2019-20, each Councilmember was assigned an individual budget account (6101-6105). |
| 6202 | Training Provides for training seminars and sessions generally requested by City and taken on City time. |
| 6203 | Memberships, Dues, Subscriptions, Books, Fees Provides for membership fees, dues, subscriptions, and publications of professional organizations. |
| 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 process. |
| 6205 | Office Supplies Provides for the purchase of office supplies. |
| 6206 | Advertising Provides for advertising and legal notices of various City activities. |
| 6207 | Postage Provides for postal expenses for City mailings. |

CHART OF ACCOUNTS

- 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.

CHART OF ACCOUNTS

- 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

CHART OF ACCOUNTS

- 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.

CHART OF ACCOUNTS

- 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.

CHART OF ACCOUNTS

- 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.

CHART OF ACCOUNTS

- 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.

CHART OF ACCOUNTS

CAPITAL:

| <u>Object No.</u> | <u>Line Item & Description</u> |
|-------------------|---|
| 8401 | Furnishings & Equipment Provides for purchase of office furniture, equipment, and furnishings for City offices. |
| 8402 | Machinery & Equipment Provides for purchase of machinery and equipment for City offices. |
| 8403 | Buildings & Structures Provides for the acquisition of permanent structures for City or government use. |
| 8404 | Land Purchase Provides for the acquisition of land for City or government use. |
| 8405 | Landscape Improvements Provides for the expenses incurred for landscape improvements. |
| 8406 | Irrigation Improvements Provides for the expenses incurred for irrigation improvements to replace worn-out systems, or to install new systems. |
| 8407 | Slope Restoration Provides for expenses incurred for slope restoration where failures occur. |
| 8409 | Building Improvements Provides for capital improvements to City or government owned buildings and structures. |
| 8410 | Improvements Other Than Buildings Provides for any capital improvements for the City. |
| 8425 | Special Capital Projects Provides for expenditures in relation to incidental projects needed in the course of operations, which are beyond the scope of the department's regular operations budget. |

Glossary

CITY OF WALNUT
GLOSSARY OF TERMS

AB 939

The California Integrated Waste Management Act of 1989 (AB 939) required all cities to prepare and adopt a Source Reduction and Recycling Element by July 1, 1991. Cities were to demonstrate how they intend to meet the requirements of this Act to, among other things, reduce the amount of waste disposed in landfills a total of 25% by the year 1995 and 50% by the year 2000.

Accrual

A method of accounting that recognizes the financial effect of transactions, events, and inter-fund activity when they occur, regardless of the timing of related cash flows.

Agency Funds

These funds are used to account for assets held by the City as trustee or agent for individuals, private organizations, other governmental units and/or other funds.

Air Quality Improvement Fund

This fund is used to account for the City's portion of the imposition of an additional motor vehicle registration fee of two dollars to be used to reduce air pollution from motor vehicles as approved by the State of California.

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 6th 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 4th, 5th, and 6th), to include instruction on the effects of drug abuse, decision making, and dealing with peer pressure.

Successor Agency

An organization created as a result of AB1X 26, the Successor Agency manages the payment listed on ROPS (Recognized Obligation Payment Schedule) to retire the debt of the dissolved Redevelopment Agency through tax funds received from the County.

Subventions

That portion of revenues collected by outside agencies on behalf of the City.

Traffic Safety Committee

A committee formed in order to discuss and make recommendations on speed control, parking regulations, signing, striping and other matters related to traffic safety and control. The Committee consists of representatives from City Hall and the Los Angeles County Sheriff's Department.

Traffic Safety Fund

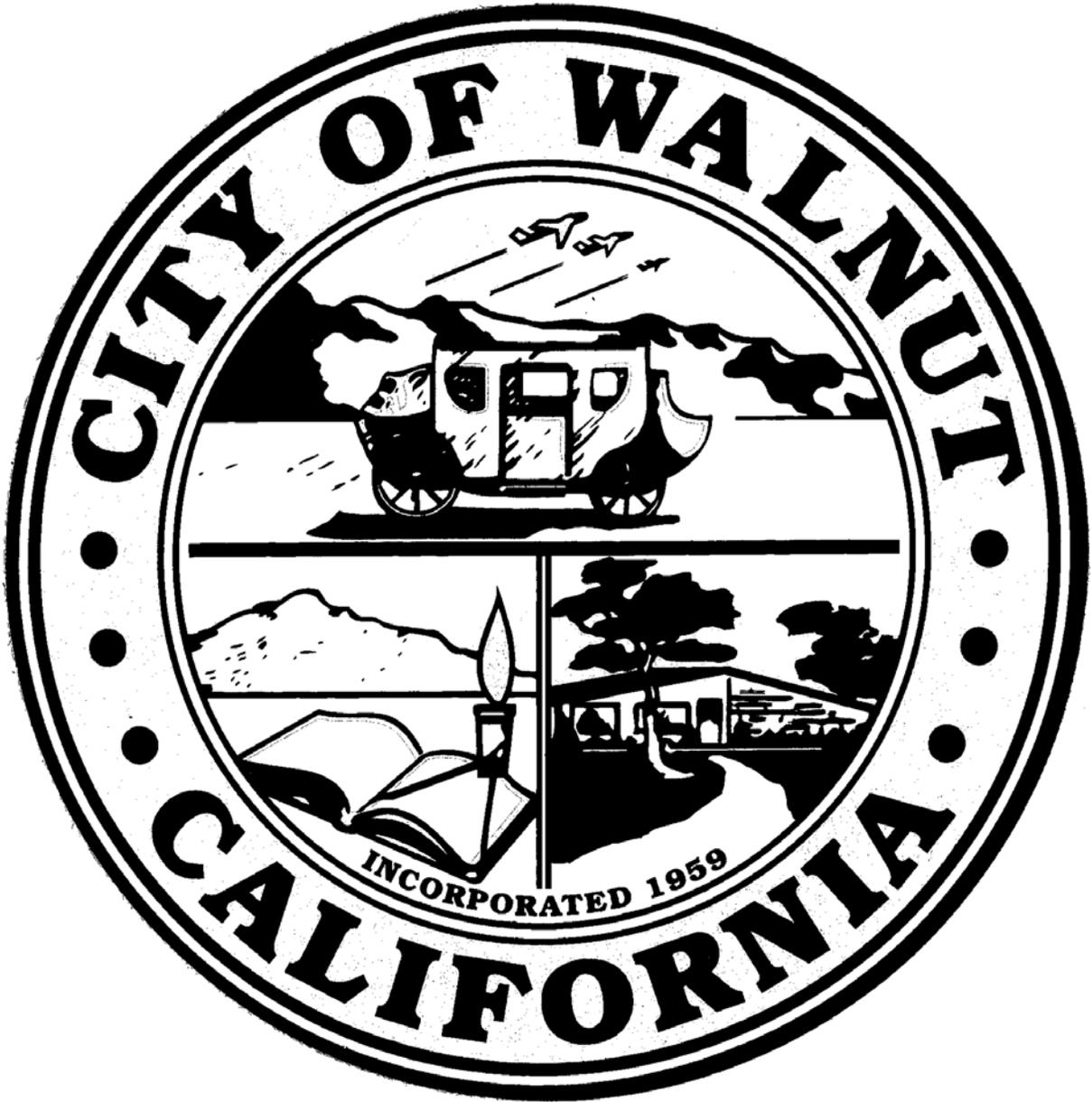
This fund accounts for the vehicle code fines expended for traffic safety enforcement.

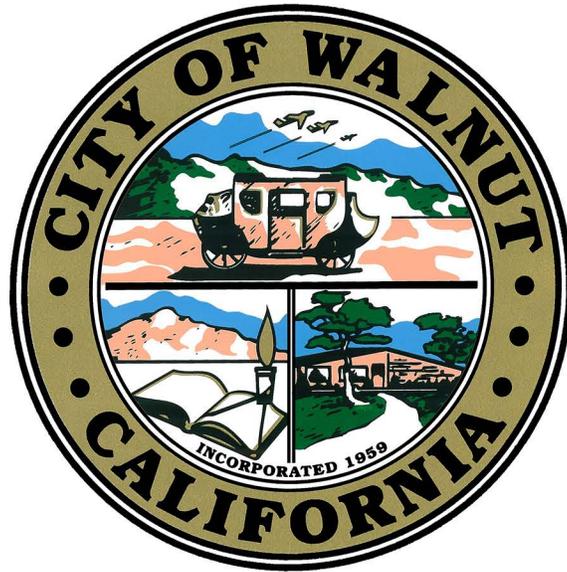
Volunteers on Patrol (VOP)

This program provides for assistance to Walnut law enforcement activities by city residents serving as volunteers. Assistance is provided in the areas of park patrol, vacation checks, business center watch, code enforcement field checks, and morning recycling and scavenging checks.

Walnut Housing Authority (WHA)

The City's housing authority was formed in 1996, and the City Council serves as the governing board, with the City Manager serving as the Executive Director. The Walnut Housing Authority was established to fund the construction of low and moderate income housing in the City of Walnut.





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