

SPECIAL NOTICE

Public Participation Accessibility for the City Council meeting scheduled for **June 22, 2021**.

Pursuant to Executive Order N-08-21, executed by the Governor of California on June 11, 2021, and as a continued response to mitigating the spread of Coronavirus known as COVID-19, the meeting of the City Council scheduled for **Tuesday, June 22, 2021 at 5:00 p.m.** will allow members of the public to participate and address the City Council during the open session of the meeting via live stream and/or teleconference only. Below are the ways to participate:

View the City Council meeting live stream:

- YouTube Channel <https://www.youtube.com/user/cityofparamount>
- Spectrum Cable TV Channel 36

Listen to the City Council meeting (audio only):

- Call (503) 300-6827 Conference Code: 986492

Members of the public wanting to address the City Council, either during public comments or for a specific agenda item, or both, may do so by the following methods:

- E-mail: crequest@paramountcity.com
- Teleconference: (562) 220-2225

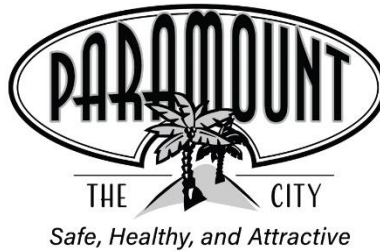
In order to effectively accommodate public participation, participants are encouraged to provide their public comments via e-mail before **5:00 p.m. on Tuesday, June 22, 2021**. The e-mail must specify the following information: 1) Full Name; 2) City of Residence; 3) Phone Number; 4) Public Comment or Agenda Item No; 5) Subject; 6) Written Comments. Comments related to a specific agenda item must be received before the item is considered and will be provided to the City Council accordingly as they are received.

Participants wishing to address the City Council by teleconference should call City Hall at **(562) 220-2225** by 5:00 p.m. and provide the following information: 1) Full Name; 2) City of Residence; 3) Phone Number; 4) Public Comment or Agenda Item No; 5) Subject.

Teleconference participants will be logged in, placed in a queue and called back during the City Council meeting on speaker phone to provide their comments. Persons speaking and written comments are limited to a maximum of three minutes unless an extension is granted. Please be mindful that the teleconference will be recorded as any other person is recorded when appearing before the City Council, and all other rules of procedure and decorum will apply when addressing the City Council by teleconference.

AGENDA

Paramount City Council
June 22, 2021



Adjourned Meeting
City Hall Council Chambers
5:00 p.m.

City of Paramount

16400 Colorado Avenue ♦ Paramount, CA 90723 ♦ (562) 220-2000 ♦ www.paramountcity.com

Public Comments: See Special Notice. Persons are limited to a maximum of 3 minutes unless an extension of time is granted. No action may be taken on items not on the agenda except as provided by law.

Americans with Disabilities Act: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's office at (562) 220-2225 at least 48 hours prior to the meeting to enable the City to make reasonable arrangements to ensure accessibility to this meeting.

Note: Agenda items are on file in the City Clerk's office and are available for public inspection during normal business hours. Materials related to an item on this Agenda submitted after distribution of the agenda packet are also available for public inspection during normal business hours in the City Clerk's office. The office of the City Clerk is located at City Hall, 16400 Colorado Avenue, Paramount.

Notes

CALL TO ORDER:

Mayor Brenda Olmos

ROLL CALL OF
COUNCILMEMBERS:

Councilmember Isabel Aguayo
Councilmember Laurie Guillen
Councilmember Peggy Lemons
Vice Mayor Vilma Cuellar Stallings
Mayor Brenda Olmos

CITY COUNCIL PUBLIC COMMENT UPDATES

PUBLIC COMMENTS

CONSENT CALENDAR

All items under the Consent Calendar may be enacted by one motion. Any item may be removed from the Consent Calendar and acted upon separately by the City Council.

1. [APPROVAL](#) Declaration of Surplus Property
2. [RECEIVE AND FILE](#) Identity Theft Prevention Program ("Red Flags Rule") Update
3. [APPROVAL](#) Purchasing Authorization for Chromebooks from SHI International for STAR After School Program

NEW BUSINESS

4. [PUBLIC HEARING
RESOLUTION NO.
21:016](#) Approval of the 2020 Urban Water Management Plan and the Water Shortage Contingency Plan
5. [APPROVAL](#) Appropriation of Additional Pass-through Funds for Environmental Consultant Services for the World Energy Conversion Project
6. [RESOLUTION NO.
21:021](#) Authorizing the Issuance and Sale of Bonds to Refund Certain Pension Obligations of the City; Approving the Form and Authorizing the Execution of a Trust Agreement; Authorizing Judicial Validation Proceedings Relating to the Issuance of Such Bonds; and Authorizing Actions Related Thereto
7. BUDGET Fiscal Year 2022 Budget
 - a) [RESOLUTION
NO. 21:020](#) Setting the Employer Paid Member Contribution at Four Percent (4%) for Classic CalPERS Employees, Effective July 3, 2021
 - b) [RESOLUTION
NO. 21:017](#) Approving and Adopting the Fiscal Year 2022 Annual Municipal Operating and Capital Improvement Budget

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- | | | |
|-----|--|---|
| c) | <u>RESOLUTION
NO. 21:018</u> | Adopting the Gann Appropriations Limit for Fiscal Year 2022 |
| d) | <u>RESOLUTION
NO. 21:019</u> | Adopting the Statement of Investment Policy for the City of Paramount for Fiscal Year 2022 |
| 8. | <u>AWARD OF
CONTRACT</u> | Neighborhood Street Improvements on Various City Streets FY 2020-2021 (City Project No. 9131) |
| 9. | <u>AWARD OF
CONTRACT</u> | Replacement/Renovation of City Bus Shelters (City Project No. 9135) |
| 10. | <u>PUBLIC SAFETY</u> | Service Agreements Fiscal Year 2021-2022 |
| a) | APPROVAL | All City Management Services, Inc. – School Crossing Guard Services |
| b) | APPROVAL | Detective Bureau Consultation Services |
| c) | APPROVAL | Los Angeles County District Attorney – Strategies Against Gang Environments (SAGE) |
| 11. | <u>ORAL REPORT</u> | Update on Summer Special Events and County Health Guidelines |

ENVIRONMENTAL SUSTAINABILITY NEW BUSINESS

- | | | |
|-----|------------------------------------|--|
| 12. | <u>ORAL REPORT</u> | Review of STAR After School Program Earth Day Activities |
|-----|------------------------------------|--|

COMMENTS/COMMITTEE REPORTS

- Councilmembers
- Staff

ADJOURNMENT

To a meeting on July 6, 2021 at 6:00 p.m.

JUNE 22, 2021

DECLARATION OF SURPLUS PROPERTY

MOTION IN ORDER:

DECLARE THE ATTACHED EQUIPMENT AS SURPLUS PROPERTY AND
AUTHORIZE THE MAYOR OR HER DESIGNEE TO DISPOSE OF THE
PROPERTY BY APPROPRIATE MEANS.

MOTION:

MOVED BY: _____

SECONDED BY: _____

[] APPROVED

[] DENIED

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____



To: Honorable City Council

From: John Moreno, City Manager

By: Adriana Figueroa, Public Works Director
Sarah Ho, Assistant Public Works Director

Date: June 22, 2021

Subject: DECLARATION OF SURPLUS PROPERTY

The City periodically disposes of surplus property when it is of benefit to the organization. The attached list of items is recommended to be declared surplus property. This year's list is a variety of items that have reached the end of their useful life including office furniture, minor equipment, and one large piece of equipment that has been in service for over 47 years.

Following the City Council's declaration that the listed items are surplus property, staff will dispose of the property through the use of an outside public auction firm. As is our normal practice, we will notify Paramount residents through local media of the date and time that the auction will occur.

RECOMMENDED ACTION

It is recommended that the City Council declare the attached equipment as surplus property and authorize the Mayor or her designee to dispose of the property by appropriate means.

2021 Surplus List

2 SCBA Respirator Units
40 Folding Tables
Bobcat Attachment
File Cabinets
Grommet Machine
Misc Computers and Monitors
Misc Office Furniture
Podium
Portable Sink and Water Container
Safe
Unit 55 – Caterpillar Loader
Unit 277 – Billygoat Bush Cutter
Unit 357 – Electric Cart
Unit 194-1 – John Deere Groomer
Unit 278 – Cushman Groom Master

JUNE 22, 2021

IDENTITY THEFT PREVENTION PROGRAM ("RED FLAGS RULE")
UPDATE



To: Honorable City Council
From: John Moreno, City Manager
By: Karina Liu, Finance Director
Date: June 22, 2021

Subject: IDENTITY THEFT PREVENTION PROGRAM (“RED FLAGS RULE”) UPDATE

In December 2010, the City Council approved the Identity Theft Prevention Program in compliance with the Fair and Accurate Credit Transaction (FACT) Act. This program addresses risk of identity theft in the City’s day-to-day operations. One element of the program requires periodic review of the program to assess its effectiveness and provide updates as needed.

Since the program was developed, there have been no incidents relating to identity theft. There also has been no change to the types of accounts and/or programs the City offers. Therefore, there is no change to the existing Identity Theft Policy (see attached).

Ongoing oversight will be provided to ensure program effectiveness, including training billing staff to detect and respond to red flags. Daily activities relating to identity theft detection and prevention will be monitored.

RECOMMENDED ACTION

It is recommended that the City Council receive and file this report.

IDENTITY THEFT PREVENTION PROGRAM

This program is in response to and in compliance with the Fair and Accurate Credit Transaction (FACT) Act of 2003 and the final rules and guidelines for the FACT Act issued by the Federal Trade Commission and federal bank regulatory agencies in November 2007.

I. PURPOSE

This document was created in order to comply with regulations issued by the Federal Trade Commission (FTC) as part of the implementation of the Fair and Accurate Credit Transaction (FACT) Act of 2003. The FACT Act requires that financial institutions and creditors implement written programs which provide for detection of and response to specific activities ("red flags") that could be related to identity theft. These programs must be in place by December 31, 2010.

The FTC regulations require that the program must:

1. Identify relevant red flags and incorporate them into the program
2. Identify ways to detect red flags
3. Include appropriate responses to red flags
4. Address new and changing risks through periodic program updates
5. Include a process for administration and oversight of the program

II. PROGRAM DETAILS

Relevant Red Flags

Red flags are warning signs or activities that alert a creditor to potential identity theft. The guidelines published by the FTC include 26 examples of red flags, which fall into the five categories below:

- Alerts, notifications, or other warnings received from consumer reporting agencies or service providers
- Presentation of suspicious documents
- Presentation of suspicious personal identifying information
- Unusual use of, or other suspicious activity related to, a covered account
- Notice from customers, victims of identity theft, or law enforcement authorities

After reviewing the FTC guidelines and examples, City staff determined that the following red flags are applicable to utility accounts. These red flags, and the appropriate responses, are the focus of this program.

- Suspicious Documents and Activities:
 - Documents provided for identification appear to have been altered or forged

- The photograph on the identification is not consistent with the physical appearance of the customer
 - Other information on the identification is not consistent with information provided by the customer
 - The customer does not provide required identification documents when attempting to establish a utility account
 - A customer refuses to provide proof of identity when discussing an established utility account
 - A person other than the account holder or co-applicant requests information or asks to make changes to an established utility account
- A customer notifies City staff of any of the following activities:
 - Utility statements are not being received
 - Unauthorized changes to a utility account
 - Unauthorized charges on a utility account
 - Fraudulent activity on the customer's bank account that is used to pay utility charges
- City staff is notified by a customer, a victim of identity theft, or a member of law enforcement that a utility account has been opened by a person engaged in identity theft.

Detecting and Responding to Red Flags

Red flags will be detected as City staff interacts with customers. An employee will be alerted to these red flags during the following processes:

- Reviewing customer identification in order to establish an account: City staff may be presented with documents that appear altered or inconsistent with the information provided by the customer.

Response: Do not establish the utility account until the customer's identity has been confirmed.

- Answering customer inquiries on the phone, via email, and at the counter: Someone other than the account holder or co-applicant may ask for information about a utility account or may ask to make changes to the information on an account. A customer may also refuse to verify their identity when asking about an account.

Response: Inform the customer that the account holder or the co-applicant must give permission for them to receive personal information about the utility account. Do not make changes to or provide any information about the account, with one exception: If the service on the account has been interrupted for non-payment, the City staff may provide the payment amount needed for reconnection of service.

- Receiving notification that there is unauthorized activity associated with a utility account: Customers may call to alert the City about fraudulent activity related to their utility account and/or the bank account used to make payments on the account.

Response: Verify the customer's identity, and notify the Customer Service Supervisor immediately. Take the appropriate actions to correct the errors on the account, which may include:

- Issuing a service order to connect or disconnect services
 - Assisting the customer with deactivation of their payment method
 - Updating personal information on the utility account
 - Updating the mailing address on the utility account
 - Updating account notes to document the fraudulent activity
 - Notifying and working with law enforcement officials
- Receiving notification that a utility account has been established by a person engaged in identity theft.

Response: These issues should be escalated to the Customer Service Supervisor immediately. The claim will be investigated, and appropriate action will be taken to resolve the issue as quickly as possible.

Additional procedures that help to protect against identity theft include:

- Utility Billing system access is based on the role of the user. Only certain job classifications have access to the entire system.

Periodic Program Updates

Finance Department staff will periodically prepare a report which addresses the effectiveness of the program, document significant incidents involving identity theft and related responses, provide updates related to external service providers, and include recommendations for material changes to the program.

The program will be reviewed periodically and updated as needed based on the following events:

- Experience with identity theft
- Changes to the types of accounts and/or programs offered
- Implementation of new systems and/or new vendor contracts

Administration and Oversight of the Program

Specific roles are as follows:

The Customer Service Supervisor will oversee the daily activities related to identity theft detection and prevention, and ensure that all members of the billing staff are trained to detect and respond to red flags.

The Finance Director and/or Assistant Finance Director will provide ongoing oversight to ensure that the program is effective; he/she will periodically review the program with the Customer Service Supervisor and incorporate any necessary changes.

JUNE 22, 2021

PURCHASING AUTHORIZATION FOR CHROMEBOOKS FROM SHI
INTERNATIONAL FOR STAR AFTER SCHOOL PROGRAM

MOTION IN ORDER:

APPROVE THE PURCHASE OF 45 DELL CHROMEBOOKS IN THE
AMOUNT OF \$13,628.55 USING FUNDS FROM THE PROPOSITION 49
ASES GRANT.

MOTION:

MOVED BY: _____

SECONDED BY: _____

[] APPROVED

[] DENIED

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____



To: Honorable City Council

From: John Moreno, City Manager

By: David Johnson, Community Services Director/Yecenia Guillen, Assistant Community Services Director

Date: June 22, 2021

Subject: PURCHASING AUTHORIZATION FOR CHROMEBOOKS FROM SHI INTERNATIONAL FOR STAR AFTER SCHOOL PROGRAM

The Community Services Department is seeking approval for the purchase of 45 Dell Chromebooks for the STAR After School Program. This purchase will allow the STAR Program to allocate and expend its annual funding prior to the end of the fiscal year as required by the grant. Paramount Unified School District has implemented Chromebooks throughout all the schools so that children are able to access their school work via a cloud based system. These Chromebooks will serve as a back-up for any student who forgets their Chromebook and needs to complete assignments during program operating hours.

This purchase will be entirely funded by the Proposition 49 After School Education and Safety (ASES) grant that funds the STAR After School Program. The Chromebooks will allow STAR participants from grades K-8 level to complete homework assignments, class projects, and explore the internet for educational and enrichment purposes.

RECOMMENDED ACTION

It is recommended that the City Council approve the purchase of 45 Dell Chromebooks in the amount of \$13,628.55 using funds from the Proposition 49 ASES grant.

JUNE 22, 2021

PUBLIC HEARING

RESOLUTION NO. 21:016

“A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARAMOUNT
ADOPTING THE CITY OF PARAMOUNT'S 2020 URBAN WATER
MANAGEMENT PLAN AND THE WATER SHORTAGE CONTINGENCY
PLAN”

- A. HEAR STAFF REPORT.
- B. OPEN THE PUBLIC HEARING.
- C. HEAR TESTIMONY IN THE FOLLOWING ORDER:
 - (1) THOSE IN FAVOR
 - (2) THOSE OPPOSED
- D. MOTION TO CLOSE THE PUBLIC HEARING.

MOTION:

MOVED BY: _____

SECONDED BY: _____

[] APPROVED

[] DENIED

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

CONTINUED... PLEASE TURN PAGE

E. MOTION IN ORDER:

READ BY TITLE ONLY AND ADOPT RESOLUTION NO. 21:016.

MOTION:

MOVED BY: _____

SECONDED BY: _____

[] APPROVED

[] DENIED

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____



To: Honorable City Council

From: John Moreno, City Manager

By: Adriana Figueroa, Public Works Director
Wendy Macias, Public Works Manager

Date: June 22, 2021

Subject: RESOLUTION NO. 21:016 – ADOPTION OF THE 2020 URBAN WATER MANAGEMENT PLAN AND THE WATER SHORTAGE CONTINGENCY PLAN

The Urban Water Management Planning Act (AB 797) and Assembly Bill 2661 (AB 2661) respectively, require all urban water suppliers who provide water to more than 3,000 customers, to prepare and adopt an Urban Water Management Plan (UWMP) every five years. Our last plan was adopted in 2015. The 2020 plan, which includes data through the end of 2020, is required to be adopted by July 2021.

Attached is the City's 2020 Urban Water Management Plan. Similar to previous versions, the City's 2020 Plan contains the required information regarding water use within the City, including a profile of the City's water facilities; water supply and demand; and water conservation activities implemented and planned for the future.

Since passage of the original act in 1983, several amendments have been made. One of the most recent changes includes legislative requirements for the expansion of the City's Water Shortage Contingency Plan (WSCP). In response to the severe drought of 2012-2016, new legislation in 2018 mandated the development of a Water Shortage Contingency Plan to replace the water shortage contingency analysis present in the 2015 Urban Water Management Plan. The mandated plan must contain six water shortage levels (ranges of up to 10-, 20-, 30-, 40-, and 50-percent shortages and greater than 50-percent shortage) and document the City's increasing conservation efforts in each level. In addition, the WSCP requires a mechanism for identification and notification of a water shortage event which will trigger the water conservation efforts outlined at each level of the Plan.

City Ordinance 1050 already provides for water conservation strategies in the event of a drought but does not meet the latest requirements of Water Code Section 10635 implemented in 2018 for the enhancement of the WSCP. This 2020 WSCP will meet updated Water Code requirements.

According to the California Water Code, urban water suppliers must hold a public hearing prior to the adoption of their Urban Water Management Plan. Attached is Resolution No. 21:016 adopting the City of Paramount's 2020 Urban Water Management Plan and the updated Water Shortage Contingency Plan.

RECOMMENDED ACTION

It is recommended that the City Council read by title only and adopt Resolution No. 21:016.

CITY OF PARAMOUNT
LOS ANGELES COUNTY, CALIFORNIA

RESOLUTION NO. 21:016

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARAMOUNT
ADOPTING THE CITY OF PARAMOUNT'S 2020 URBAN WATER
MANAGEMENT PLAN AND THE WATER SHORTAGE CONTINGENCY
PLAN

WHEREAS, the California Legislature enacted Assembly Bill 797 (Water Code Section 10610 et seq., known as the Urban Water Management Planning Act) during the 1983-84 Regular Session, and as amended subsequently, which mandates that every supplier providing water for municipal purposes to more than 3,000 customers or supplying more than 3,000 acre feet of water annually, prepare an Urban Water Management Plan and a Water Shortage Contingency Plan, the primary objective of which is to plan for the conservation and efficient use of water; and

WHEREAS, the City is an urban supplier of water providing to over 7,500 customers; and

WHEREAS, the Plan shall be periodically reviewed at least once every five years, and that the City shall make any amendments or changes to its Plan which are indicated by the review; and

WHEREAS, the City has therefore, made the modifications necessary to the Water Shortage Contingency Plan to comply with the Water Code Section 10610 et seq; and

WHEREAS, the Plan must be adopted by the City Council, after a public hearing, and filed with the California Department of Water Resources within thirty days of adoption; and

WHEREAS, the City has therefore, prepared a draft Urban Water Management Plan, and a properly noticed public hearing regarding said; and

WHEREAS, the City of Paramount did prepare and shall file said Plan with the California Department of Water Resources.

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

SECTION 1. The above recitations are true and correct.

SECTION 2. The 2020 Urban Water Management Plan and modifications to the Water Shortage Contingency Plan is hereby adopted and ordered filed with the City Clerk.

SECTION 3. The City Manager is hereby authorized and directed to file the 2020 Urban Water Management Plan with the California Department of Water Resources by July 6, 2021.

SECTION 4. This Resolution shall take effect immediately upon its adoption.

PASSED, APPROVED, and ADOPTED by the City Council of the City of Paramount on this 22nd day of June 2021.

Brenda Olmos, Mayor

ATTEST:

Heidi Luce, City Clerk



2020 Urban Water Management Plan

Prepared By:
Risk Management Professionals
8717 Research Drive, Suite 150, Irvine, California 92618
949/282-0123 www.RMPCorp.com



1 INTRODUCTION & OVERVIEW

1.1 INTRODUCTION

The California State Legislature passed AB 797, the Urban Water Management Planning Act (Act) of 1983, which became effective January 1, 1984. The Act requires every urban water supplier providing water for municipal purposes to more than 3,000 customers, or supplying more than 3,000 acre-feet of water annually, to prepare and adopt an Urban Water Management Plan (UWMP). The act also requires urban water suppliers to update the UWMP in years ending in five and zero using a 20 to 25 year planning horizon. The City of Paramount ("City"), a retail water supplier, fits the defined criteria and has prepared this UWMP addressing the requirements set forth in the State of California Water Code Sections 10610 through 10657.

Since its passage, many amendments have been added to the Act. These changes are intended to encourage increased regional planning and the cooperative management of California's most precious commodity - water. As a result, UWMPs have evolved to become:

- Foundation documents and sources of information for Water Supply Assessments and Written Verification of Water Supply,
- Long range planning documents for water supply,
- Source data for the development of regional water plans,
- Source documents for cities and counties preparing their General Plans, and
- Key components of Integrated Regional Water Management Plans.

For the City, the benefits of updating the UWMP extend beyond legislative compliance. This document is a reference intended to complement other UWMPs by analyzing conservation issues and the water supply available to the City. An effective UWMP aimed at developing a greater level of water conservation, awareness, and reliability requires the coordinated efforts on key tasks by the Department of Water Resources (DWR), Central Basin Municipal Water Department (CBMWD) and its member agencies, the Metropolitan Water District (MWD), the County of Los Angeles, as well as the residents of the City of Paramount. This document also summarizes the current and proposed water management activities performed by the City to provide dependable,

adequate and safe water. The UWMP further identifies proposed projects with a description of resulting water costs, benefits, and implementation schedule.

Specifically, the goals of this plan are:

- To provide a local perspective on current and proposed water conservation programs,
- To review current conservation programs and efforts,
- To evaluate potential conservation methods and identify improvements, as appropriate to the City programs,
- To provide a general framework for the development of mechanisms for coping with both short-term and long-term deficiencies in regional and/or local water supplies, and
- To serve as a flexible plan that can be updated periodically to reflect changes in regional and local trends, conditions and conservation policies (at least once every five years in accordance with Section 10621 and 10644 of AB 797).

In compliance with the State mandate and accordance with the best practices of water management, the City has prepared this UWMP.

1.2 REGULATORY CHANGES

The California Water Code changes since 2015 are summarized below, and details of the changes can be found in the UWMP Guidebook 2020. See Figure 1.2.1 below for a matrix of changes.

- Service Area Socioeconomic Factors CWC Section 10631 (a) and (b)(1) Assembly Bill 1414, Urban Water Management Plans Guidebook 2020, Chapter 3
- Land Use Authority Coordination CWC Section 10631 (a) Assembly Bill 1414, Urban Water Management Plans Guidebook 2020, Chapter 4
- Lay Description CWC Section 10630.5 Senate Bill 606, Urban Water Management Plans Guidebook 2020, Chapter 4
- Quantified Distribution Losses CWC Section 10631 (d) (3) (A) and (C) Assembly Bill 1414, Urban Water Management Plans Guidebook 2020, Chapter 4
- Drought Risk Assessment CWC Section 10635 (b) Senate Bill 606, Urban Water Management Plans Guidebook 2020, Chapter 4
- Annual Water Supply and Demand Assessment CWC Section 10632.1 Assembly Bill 1414, Urban Water Management Plans Guidebook 2020, Chapter 4

- Application of DRA and WSCP CWC Section 10631 (b) Assembly Bill 1414, Urban Water Management Plans Guidebook 2020, Chapter 6
- Water Service Reliability CWC Section 10635 (a) Senate Bill 606, Urban Water Management Plans Guidebook 2020, Chapter 7
- Key Attributes of Water Supply Reliability CWC Section 10632 (a) (1) Senate Bill 606, Urban Water Management Plans Guidebook 2020, Chapter 8
- Standard Water Shortage Levels CWC Section 10632 (a) (3) (A) Senate Bill 606, Urban Water Management Plans Guidebook 2020, Chapter 8
- Shortage Response Actions CWC Section 10632 (a) (4) Senate Bill 606, Urban Water Management Plans Guidebook 2020, Chapter 8
- Annual Water Supply and Demand Assessment Procedures CWC Section 10632 (a) (2) Senate Bill 606, Urban Water Management Plans Guidebook 2020, Chapter 8
- Communication Protocols CWC Section 10632 (a) (5) Senate Bill 606, Urban Water Management Plans Guidebook 2020, Chapter 8
- Monitoring and Reporting Criteria CWC Section 10632 (a) (9) Senate Bill 606, Urban Water Management Plans Guidebook 2020, Chapter 8
- Reevaluation and improvement Process CWC Section 10632 (a) (10) Senate Bill 606, Urban Water Management Plans Guidebook 2020, Chapter 8

Figure 1.2.1 – Table of Changes Since 2015¹

Change Number	Topic	CWC Section	Legislative Bill	Summary	Guidebook Section
1	System Description	10631(a), 10631(b)(1)	AB 1414	Requires the inclusion of service area socioeconomic information as part of the system description. Some factors may include income and poverty levels, amount of unemployment, major languages spoken or cultural clusters, educational levels, general Health status an age distribution of population served, economic viability and types of non-residential uses, redevelopment and special tax districts, types and proportions of housing, age of buildings, etc.	Chapter 3
2	Water Use Characterization	10631(a)	AB 1414	Suppliers shall coordinate with local or regional land use authorities to determine the most appropriate land uses information for projecting water use in five-year increments, up to the year 2045. The following link can be used for industrial sectors (NAICS): http://www.census.gov/cgi-bin/sssd/naics/naicsrch . The following link can be used for agricultural industrial process water: http://www.census.gov/cgi-bin/sssd/naics/naicsrch .	Chapter 4
3	Water Use Characterization	10630.5	SB 606	Suppliers shall provide a simple lay description of their projected water use for the foreseeable future	Chapter 4
4	Water Use Characterization	10631(d)(3)(A), 10631(d)(3)(C)	AB 1414	Suppliers shall provide quantified distribution system losses for each of the five preceding years and whether or not the state standard was met	Chapter 4

5	Water Use Characterization	10635(b)	SB 606	Both Wholesale and Retail Suppliers shall include a DRA for a drought period that lasts five consecutive water years, starting from the year following the assessment, which would be 2021 for this round of UWMPs. The DRA requires a comparison of water supplies with total projected water use. Therefore, the Supplier must produce a projected water use for the years 2021 through 2025 as part of the water use projections, up to the year 2040.	Chapter 4
6	Water Use Characterization	10632.1	AB 1414	Both Wholesale and Retail Suppliers will have to conduct an annual water supply and demand assessment on or before July 1 of each year, starting in 2022. The annual assessment will include current year unconstrained demand. Suppliers are encouraged to consider unconstrained demand as the expected water use in the upcoming year, based on recent water use, and before any projected response actions a Supplier may trigger under its Water Shortage Contingency Plan.	Chapter 4
7	Water Supply Characterization	10631(b)	AB 1414	The new requirements for a water supply analysis are largely in the application of that analysis to the new Drought Risk Assessment (DRA), Water Shortage Contingency Plan (WSCP), and consideration of climate change in future projections. In this section, the conclusions drawn from the water supply characterization integrate into a specific understanding of a Supplier's new drought risk in the DRA and inform the management and mitigation actions a Supplier must address in the newly required WSCP, along with consideration of climate change and coordination with land use and planning authorities for future projections. For example, an analysis that concludes that a water supply portfolio is reliable under all conditions conceivable may have fewer supply augmentation actions or demand management actions in a WSCP. In this way, the water supply analysis conclusions translate into a realistic DRA and implementable actions listed in the WSCP in the event of water shortage conditions. Guidance is provided in Appendix I	Chapter 6

8	Water Service Reliability and Drought Risk Assessment	10635(a)	SB 606	<p>The new UWMP requirements is manifest in the application of new criteria to the Water Use Analysis in Chapter 4, the Water Supply Analysis in Chapter 6, and the resulting water service reliability assessment in this chapter—including the requirement for a five-consecutive dry years analysis compared to the 2015 UWMPs, which included only a three-year analysis. A new DRA is now also required under California Water Code (Water Code) Section 10635, and it must be prepared as a component of the 2020 UWMP. The DRA requires a methodical assessment of water supplies and water uses under an assumed drought period that last five consecutive years. The newly required WSCP is described in Chapter 8. Supply capacity under several scenarios is available in the latest SWP Delivery Capability Report available at: https://water.ca.gov/Library/Modeling-and-Analysis/Central-Valley-models-and-tools/CalSim-2.</p> <p>Weather information is available at:</p> <ul style="list-style-type: none"> • The National Weather Service Website: https://www.weather.gov/ • California Irrigation Management Information System: https://cimis.water.ca.gov/ Western Regional Climate Center: https://wrcc.dri.edu/ • Western Regional Climate Center: https://wrcc.dri.edu/ <p>Runoff data is available at:</p> <ul style="list-style-type: none"> • DWR (cdec) https://cdec.water.ca.gov/ • U.S. Geological Survey: https://maps.waterdata.usgs.gov/mapper/?state=ca <p>Groundwater information is available at:</p> <ul style="list-style-type: none"> • Local Groundwater Sustainability Agency • State of California Sustainable Groundwater Management Website: https://water.ca.gov/Programs/Groundwater-Management 	Chapter 7
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				<ul style="list-style-type: none"> California Statewide Groundwater Elevation Monitoring (CASGEM): https://water.ca.gov/Programs/Groundwater-Management/Groundwater-Elevation-Monitoring--CASGEM 	
9	Water Shortage Contingency Plan	10632(a)(1)	SB 606	A Supplier's WSCP must include key attributes of its water supply reliability analysis conducted pursuant to Water Code Section 10635.	Chapter 8
10	Water Shortage Contingency Plan	10632(a)(3)(A)	SB 606	A Supplier's WSCP must include six standard water shortage levels corresponding to progressive ranges of up to 10-, 20-, 30-, 40-, and 50-percent shortages and greater than 50-percent shortage.	Chapter 8
11	Water Shortage Contingency Plan	10632(a)(4)	SB 606	A Supplier's WSCP must include locally appropriate “shortage response actions” for each shortage level, with a corresponding estimate of the extent the action will address the gap between supplies and demands.	Chapter 8
12	Water Shortage Contingency Plan	10632(a)(2)	SB 606	A Supplier's WSCP must include procedures for conducting an annual water supply and demand assessment with prescribed elements. Under Water Code Section 10632.1, urban water Suppliers are required to submit, by July 1 of each year, beginning in the year following adoption of the 2020 UWMP, an annual water shortage assessment report to the California Department of Water Resources (DWR).	Chapter 8
13	Water Shortage Contingency Plan	10632(a)(5)	SB 606	A Supplier's WSCP must include communication protocols and procedures to inform customers, the public, and government entities of any current or predicted water shortages and associated response actions.	Chapter 8
14	Water Shortage Contingency Plan	10632(a)(9)	SB 606	A Supplier's WSCP must include monitoring and reporting procedures to assure appropriate data is collected to monitor customer compliance and to respond to any state reporting requirements.	Chapter 8
15	Water Shortage Contingency Plan	10632(a)(10)	SB 606	A Supplier's WSCP must include a reevaluation and improvement process to assess the functionality of its WSCP and to make appropriate adjustments as may be warranted.	Chapter 8

Source: 2020 Urban Water Management Plan Guidebook 2020

1.3 PLAN ORGANIZATION

The chapters in this UWMP have been organized to correspond to the outline of the California Department of Water Resources’ “2020 Urban Water Management Plans Guidebook for Urban Water Suppliers”. Additionally, the sequence used to present the information may be different from that shown in the Act in order to present the material in a manner reflecting the unique conditions within the City’s service area. This UWMP is organized according to the following chapters:

INTRODUCTION & OVERVIEW

1

Chapter 1 describes organization of the 2015 UWMP, discussion on the importance and extent of the City’s water management planning efforts.

PLAN PREPARATION

2

Chapter 2 describes the City’s process of developing the UWMP, including stakeholder involvement and the coordination with key stakeholders.

SYSTEM DESCRIPTION

3

Chapter 3 describes the City service area, including the climate and demographics, and also provides an overview of the water system facilities.

SYSTEM WATER USE

4

Chapter 4 documents historical and projected water use including use by sector within the City’s service area.

SB 7X-7 BASELINE AND TARGETS

5

Chapter 5 outlines the baseline and target per capita water use reduction values, demand projection calculations and the method used to develop these projections. This chapter also demonstrates whether or not the City has achieved the 2020 water use target.

SYSTEM SUPPLIES

6

Chapter 6 outlines the sources of water within the City service area, including documentation regarding wholesale water, groundwater, recycled water, desalination, and transfer and exchange opportunities.

WATER SUPPLY RELIABILITY

7

Chapter 7 outlines the reliability of their water supply and project reliability out 20 years. This includes documentation of the three dry year scenarios.

WATER SHORTAGE CONTINGENCY PLANNING

8

Chapter 8 outlines the City's Water Shortage Contingency Plan, mandatory prohibitions, penalties or charges for excessive use, revenue and expenditure impacts, and mechanisms to determine reductions in water use.

DEMAND MANAGEMENT MEASURES

9

Chapter 9 describes the water conservation programs implemented by the City in an effort to reduce water usage in its service area.

PLAN ADOPTION

10

Chapter 10 briefly outlines the steps taken to adopt and submit the UWMP and make it publicly available. This chapter also discusses the agency's plan to implement the UWMP.

1.4 COORDINATION

Urban Water Management Planning Act Requirement:

CWC 10608.56

(a) On and after July 1, 2016, an urban retail water supplier is not eligible for a water grant or loan awarded or administered by the state unless the supplier complies with this part.

(c) Notwithstanding subdivision (a), the department shall determine that an urban retail water supplier is eligible for a water grant or loan even though the supplier has not met the per capita reductions required pursuant to Section 10608.24, if the urban retail water supplier has submitted to the department for approval a schedule, financing plan, and budget, to be included in the grant or loan agreement, for achieving the per capita reductions. The supplier may request grant or loan funds to achieve the per capita reductions to the extent the request is consistent with the eligibility requirements applicable to the water funds.

(e) Notwithstanding subdivision (a), the department shall determine that an urban retail water supplier is eligible for a water grant or loan even though the supplier has not met the per capita reductions required pursuant to Section 10608.24, if the urban retail water supplier has submitted to the department for approval documentation demonstrating that its entire service area qualifies as a disadvantaged community.

(f) The department shall not deny eligibility to an urban retail water supplier or agricultural water supplier in compliance with the requirements of this part and Part 2.8 (commencing with Section 10800), that is participating in a multiagency water project, or an integrated regional water management plan, developed pursuant to Section 75026 of the Public Resources Code, solely on the basis that one or more of the agencies participating in the project or plan is not implementing all of the requirements of this part or Part 2.8 (commencing with Section 10800).

The City ensured that the 2020 UWMP is completed and submitted in accordance with CWC 10608.56 sections a, c, e and f to ensure that the City is eligible for any water management grant, loan, or other State funding. The City has maintained its latest UWMP on file at the City's offices in Paramount, California.

2 PLAN PREPARATION

2.1 Basis for Preparing a Plan

Urban Water Management Planning Act Requirement:

CWC 10617 “Urban water supplier” means a supplier, either publicly or privately owned, providing water for municipal purposes either directly or indirectly to more than 3,000 customers or supplying more than 3,000 acre-feet of water annually. An urban water supplier includes a supplier or contractor for water, regardless of the basis of right, which distributes or sells for ultimate resale to customers. This part applies only to water supplied from public water systems...

CWC 10620(b) Every person that becomes an urban water supplier shall adopt an urban water management plan within one year after it has become an urban water supplier.

CWC 10621(a) Each urban water supplier shall update its plan at least once every five years on or before December 31, in years ending in five and zero, except as provided in subdivision (d).

(d) Each urban water supplier shall update and submit its 2015 plan to the department by July 1, 2016.

The City of Paramount (City) is required to prepare an Urban Water Management Plan (UWMP) since it supplies an average of ~6,300 acre-feet per year within its service area.

Public Water Systems

Urban Water Management Planning Act Requirement:

CWC 10644(a)(2) The plan, or amendments to the plan, submitted to the department ... shall include any standardized forms, tables, or displays specified by the department.

CWC 10608.52(a) The department, in consultation with the board, the California Bay-Delta Authority or its successor agency, the State Department of Public Health, and the Public Utilities Commission, shall develop a single standardized water use reporting form to meet the water use information needs of each agency, including the needs of urban water suppliers that elect to determine and report progress toward achieving targets on a regional basis as provided in subdivision (a) of Section 10608.28.

(b) At a minimum, the form shall be developed to accommodate information sufficient to assess an urban water supplier's compliance with conservation targets pursuant to Section 10608.24... The form shall accommodate reporting by urban water suppliers on an individual or regional basis as provided in subdivision (a) of Section 10608.28.

California Health and Safety Code 116275

(h) "Public Water System" means a system for the provision of water for human consumption through pipes or other constructed conveyances that has 15 or more service connections or regularly serves at least 25 individuals daily at least 60 days out of the year.

The City's 2015 UWMP utilized the Department of Water Resources standardized forms, tables, or displays. This use of these forms, tables or displays is continued throughout the 2020 UWMP.

The City uses a public water system and this is required to complete the UWMP as well as submit to the DWR. Table 2.1.1 shows the City's Public Water System (PWS) information. The City will be submitting required information through the Water Use Efficiency Online Tool, as required for the 2020 UWMP.

Table 2.1.1 Retail Only: Public Water Systems

Public Water System Number	Public Water System Name	Number of Municipal Connections 2020	Volume of Water Supplied 2020 (acre-feet)
CA1910105	City of Paramount – Public Works	7378	5522
TOTAL		7378	5522

Agencies Serving Multiple Service Areas/Public Water Systems

The City only serves within its service area and therefore this subsection is not applicable.

2.2 Regional Planning

The City will not be participating in a regional 2020 UWMP. Please see next section.

2.3 Individual or Regional Planning and Compliance

As stated in section 2.2, the City will not be participating in a regional 2020 UWMP; however, the City has developed stand-alone UWMPs since 2005 and will do so for the 2020 update. The goal of this UWMP is to address all the requirements of the California Water Code. As part of this effort, the agency notified and coordinated with the Central Basin Municipal Water District (CBMWD), County of Los Angeles, Metropolitan Water District, and the Long Beach Water Department.

Table 2.3.1 Plan Identification

<input checked="" type="checkbox"/>	Individual UWMP
<input type="checkbox"/>	Regional UWMP (RUWMP)
	Choose One:
	<input type="checkbox"/> RUWMP includes a Regional Alliance
	<input type="checkbox"/> RUWMP does not include a Regional Alliance

NOTES: This is DWR Standardized Table 2-2.

2.4 Fiscal or Calendar Year and Units of Measure

Urban Water Management Planning Act Requirement:

CWC 10608.20 (a) (1) Urban retail water suppliers... may determine targets on a full fiscal year or calendar year basis..

Fiscal or Calendar Year

The City uses Fiscal Years for it's database. Information regarding Agency type, year basis and unit of measure used is presented on Table 2.4.1 below.

Table 2.4.1 Agency Identification	
Type of Agency (select one or both)	
<input type="checkbox"/>	Agency is a wholesaler
<input checked="" type="checkbox"/>	Agency is a retailer
Fiscal or Calendar Year (select one)	
<input type="checkbox"/>	UWMP Tables Are in Calendar Years
<input checked="" type="checkbox"/>	UWMP Tables Are in Fiscal Years
If Using Fiscal Years	Provide Month and Day that the Fiscal Year Begins
Day	1-Jul
Units of Measure Used in UWMP (select one)	
<input checked="" type="checkbox"/>	Acre Feet (AF)
<input type="checkbox"/>	Million Gallons (MG)
<input type="checkbox"/>	Hundred Cubic Feet (CCF)
NOTES: This is DWR Standardized Table 2-3.	

2.5 Coordination and Outreach

Urban Water Management Planning Act Requirement:

CWC 10631(j) An urban water supplier that relies upon a wholesale agency for a source of water shall provide the wholesale agency with water use projections from that agency for that source of water in five-year increments to 20 years or as far as data is available. The wholesale agency shall provide information to the urban water supplier for inclusion in the urban water supplier's plan that identifies and quantifies, to the extent practicable, the existing and planned sources of water as required by subdivision (b), available from the wholesale agency to the urban water supplier over the same five-year increments, and during various water-year types in accordance with subdivision (c). An urban water supplier may rely upon water supply information provided by the wholesale agency in fulfilling the plan informational requirements of subdivisions (b) and (c).

Wholesale and Retail Coordination

The Central Basin Municipal Water District supplies ~4% of the City's water.

Table 2.5.1 Retail: Water Supplier Information Exchange

The retail supplier has informed the following wholesale supplier(s) of projected water use in accordance with CWC 10631.

Wholesale Water Supplier Name <i>(Add additional rows as needed)</i>
Central Basin Municipal Water District
NOTES: This is DWR Standardized Table 2-4

Coordination with Other Agencies and the Community

Urban Water Management Planning Act Requirement:

CWC 10620(d)(2) Each urban water supplier shall coordinate the preparation of its plan with other appropriate agencies in the area, including other water suppliers that share a common source, water management agencies, and relevant public agencies, to the extent practicable.

The City ensured the preparation of the 2020 Urban Water Management Plan was coordinated with the appropriate water and public agencies. The Central Basin Municipal Water District, County of Los Angeles, the Metropolitan Water District, and the City of Long Beach were encouraged to participate in the Plan development.

Urban Water Management Planning Act Requirement:

CWC 10642 Each urban water supplier shall encourage the active involvement of diverse social, cultural, and economic elements of the population within the service area prior to and during the preparation of the plan.

The City realizes the importance different social, cultural, and economic elements within its service area can have on the quality and success of its plan and water conservation efforts. The City encouraged all members of the public to attend the public hearing, and the City solicited written input from the public. Additionally, the City advertised, and provided a draft version of the plan on its website to allow public review and comment.

Notice to Cities and Counties

Urban Water Management Planning Act Requirement:

CWC 10621(b) Every urban water supplier required to prepare a plan pursuant to this part shall, at least 60 days prior to the public hearing on the plan required by Section 10642, notify any city or county within which the supplier provides water supplies that the urban water supplier will be reviewing the plan and considering amendments or changes to the plan. The urban water supplier may consult with, and obtain comments from, any city or county that receives notice pursuant to this subdivision.

The City sent notification letters to the following agencies approximately 60 days prior to the public hearing:

- County of Los Angeles
- Central Basin Municipal Water District

A copy of the letter is available in Appendix A, as well as the distribution addresses.

3

SYSTEM DESCRIPTION

3.1 SERVICE AREA PHYSICAL DESCRIPTION

Urban Water Management Planning Act Requirement:
CWC 10631(a) Describe the service area of the supplier.

General Location Overview

The City of Paramount (City) is located in the southeastern portion of Los Angeles County, between the Los Angeles and San Gabriel Rivers. It is 12 miles north of the Ports of Los Angeles and Long Beach and 15 miles south of downtown Los Angeles. It occupies an area of approximately 4.8 square miles (2,800 acres). The predominant land use in the City is residential, with land also dedicated to commercial, industrial, municipal, parks and recreation, school, and hospital uses. Figure 3.1.1 shows the City in a regional context.

Water System Overview

The City has three water sources: groundwater, imported water (surface), and recycled water. The City also has emergency mutual-aid domestic water connections with the City of Long Beach, the City of Downey, and Golden State Water Company. Currently, two water utilities serve the community: Golden State Water Company and the City's Water Department. The City's water department services the majority of the population. Two northern portions of the City, above the I-105 Freeway, are serviced by Southern California Water Company. The City boundaries, as shown in Figure 3.1.2 provides an estimate of the service area of the City.

The City provides potable water service to its residential, commercial, industrial, and institutional customers within the City limits. The City's current water system that includes three wells; two imported water connections; approximately 130 miles of water transmission and distribution mains; and appurtenant valves, hydrants, and equipment. Currently, the City does not have any storage reservoirs, although the groundwater basin acts as ground storage for the City.

The City overlies the Central Groundwater Basin (Central Basin). Upon the Central Basin's adjudication in 1965, the City was allocated an annual pumping right, which currently stands at

5,883 acre-feet per year plus 20% carryover rights. Well No. 13, Well No. 14, and Well No. 15 are the City's three existing groundwater wells as of 2020. However, by the end of 2021, the City is projected to have well No. 13 decommissioned and a new well, No. 16, put into service. Table 3.1.1 provides a description of the City wells.

Table 3.1.1 Well Operating Capacities	
Basin Name	Gallons Per Day
City of Paramount Well 13	2,160,000
City of Paramount Well 14	4,608,000
City of Paramount Well 15	3,600,000
City of Paramount Well 16	Under Construction
Total	10,368,000

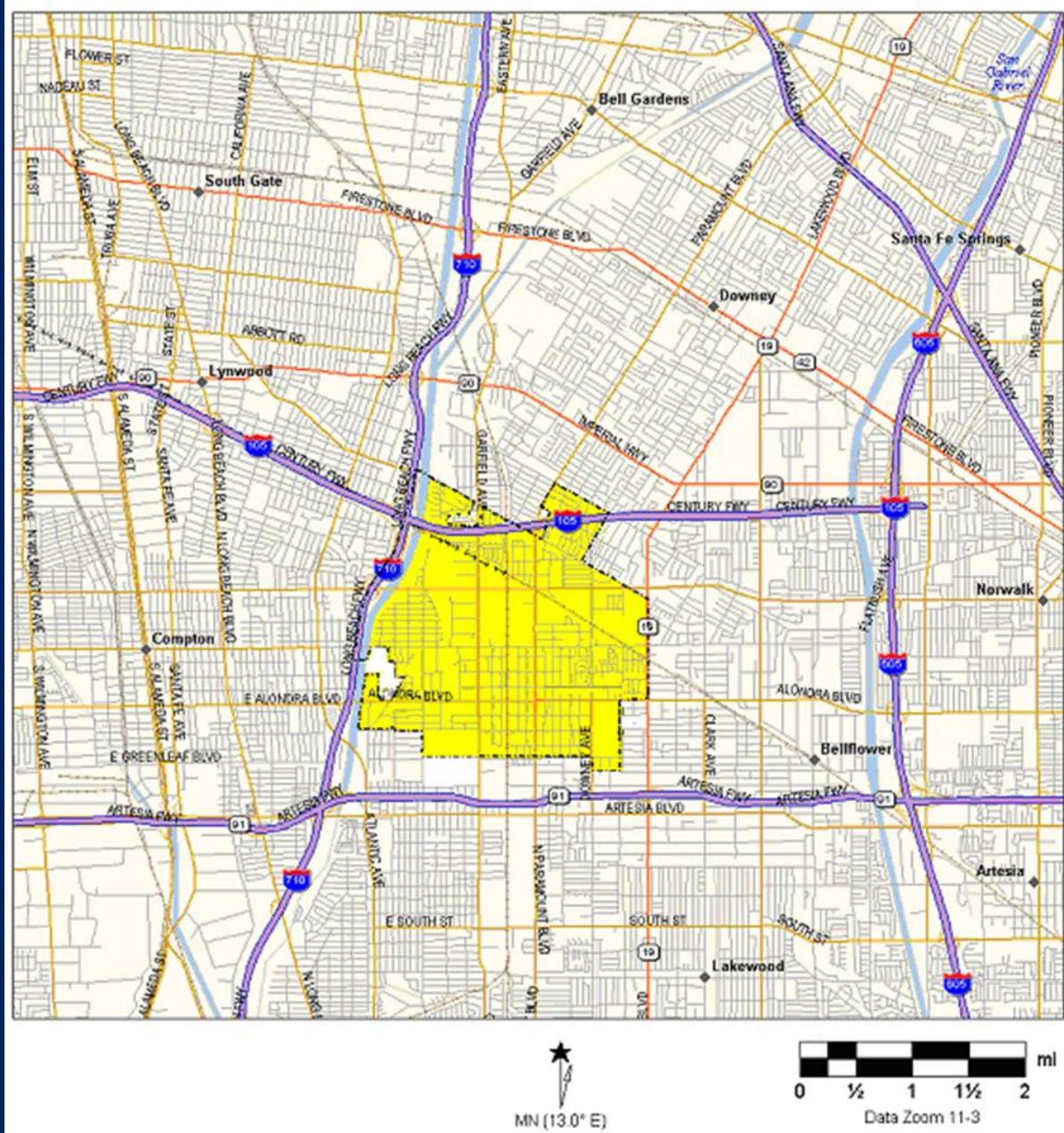


Figure 3.1.1 – City Regional Location¹

¹Not to Scale

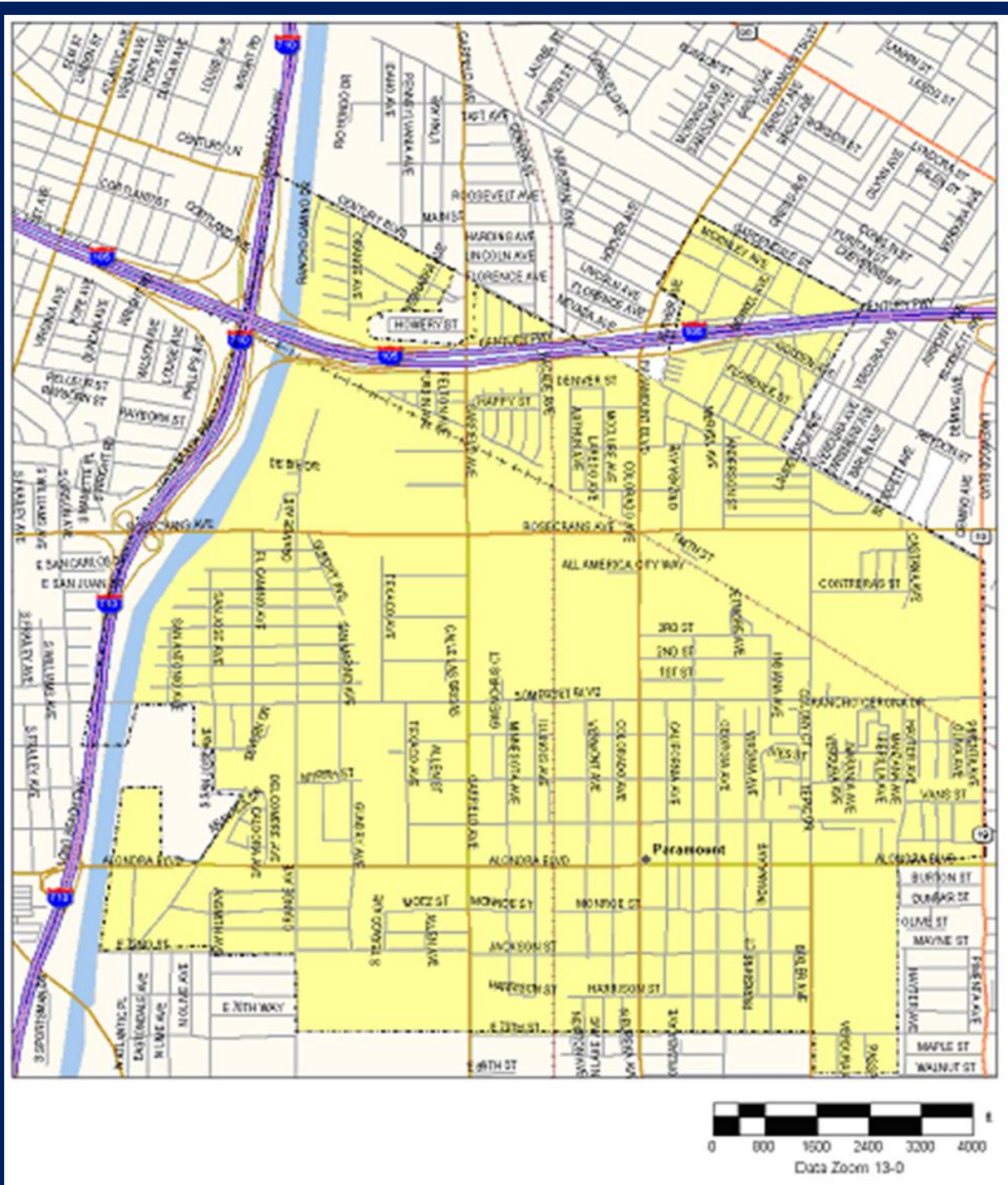


Figure 3.1.2 – The City Corporate Boundaries/Service Area¹

¹Not to Scale

3.2 SERVICE AREA CLIMATE

Urban Water Management Planning Act Requirement:
CWC 10631(a) Describe the service area of the supplier, including...climate...

Temperature

The City's semi-arid climate is temperate year-round, with mild and dry summers and wet cool winters. The temperature range is generally moderate as depicted in Figure 3.2.1; the average high temperature is 76.5 °F and the average minimum annual temperature is 55.5 °F.

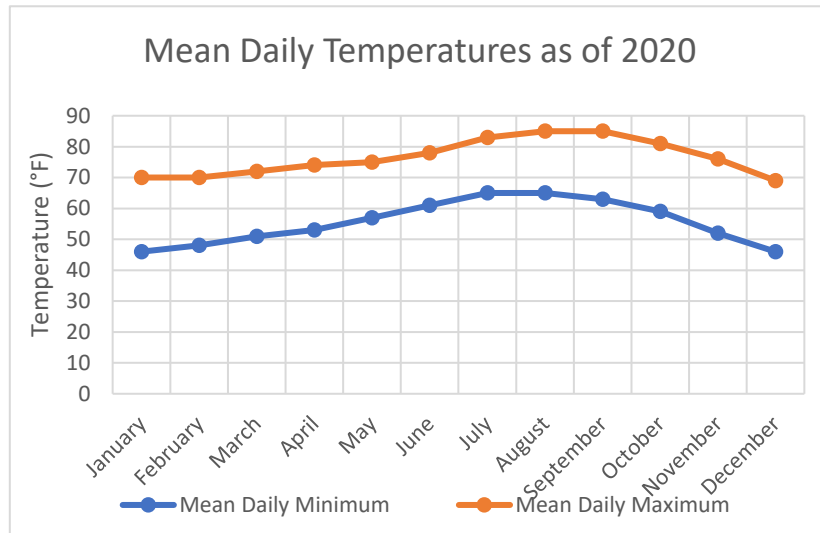


Figure 3.2.1 – Average Temperatures

Precipitation

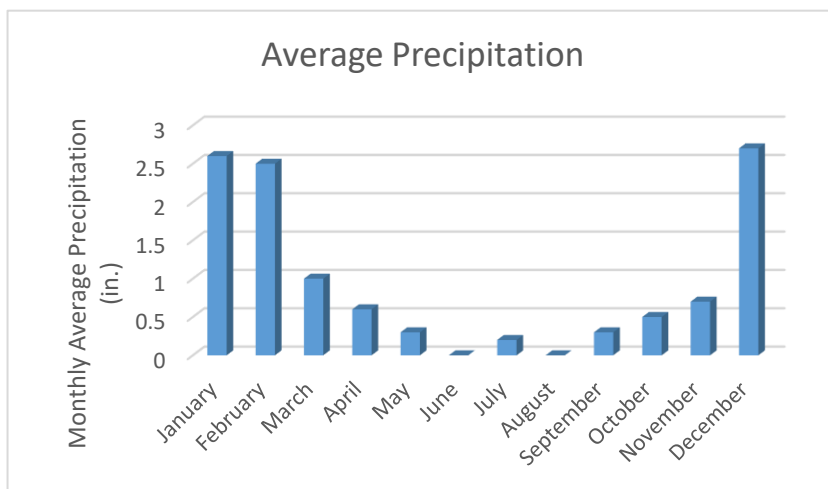


Figure 3.2.2 – Average Precipitation

The City's annual average precipitation is 11.46 inches. The average annual monthly precipitation in the City is presented in Figure 3.2.2.

Additionally, seasonal variation in temperature, rainfall, and evapotranspiration (ET_o) rate are illustrated in Table 3.2.1.

Table 3.2.1 Climate Data ^[1]				
	Avg. High Temp. (°F)	Avg. Low Temp. (°F)	Avg. Precipitation (in)	Avg. ET _o ^[2] (in)
January	68.6	49.1	2.78	1.86
February	69.1	49.7	2.56	2.24
March	72.1	53.3	1.65	3.41
April	75.0	56.0	0.66	4.50
May	71.7	58.1	0.21	5.27
June	77.8	62.4	0.05	5.70
July	83.8	67.4	0.02	5.89
August	85.0	67.8	0.05	5.58
September	83.7	66.4	0.16	4.50
October	81.7	62.3	0.35	3.41
November	75.0	53.6	1.17	2.40
December	68.4	47.7	1.80	1.86
Source: (1) National Center for Environmental Information: https://www.ncdc.noaa.gov/IPS/lcd (2) CIMIS : http://www.cimis.water.ca.gov – Reference Evapo transpiration (ET _o) Zones Map				

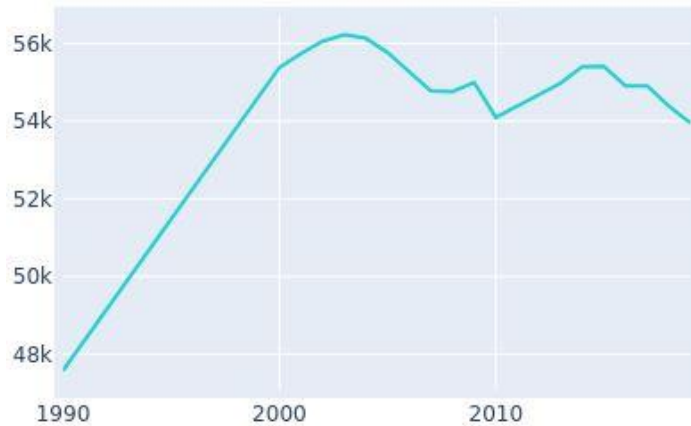
3.3 SERVICE AREA POPULATION

Urban Water Management Planning Act Requirement:

CWC Section 10631 Describe the service area of the supplier, including current and projected population ...The projected population estimates shall be based upon data from the state, regional, or local service agency population projections within the service area of the urban water supplier and shall be in five-year increments to 20 years or as far as data is available.

The area was first founded in 1886 when the California Cooperative Colony Tract Company subdivided the land and sold off tracts in what was then known as the town of Clearwater, named after the adjacent lake. This area was then used for farming and dairy uses, the latter of which was spurred on by the influx of dairymen from the Netherlands and Portugal in the 1920s. During this time, water was obtained through various sources, which included the Los Angeles River, Clearwater Lake, and through groundwater.

Figure 3.3.1 – Population History



By the late 1920s, the Signal Hill oil boom brought on the development of several refineries in the area and several subsequent housing tracts, causing the City to triple in size within five years. In addition, the construction of the Los Angeles Terminal Railroad through the City and heavy industries, which are located adjacent to it, continued on the urbanization of the City. The City has approximately 14,600 dwelling units and there is an average of 4 persons per household.

The City was incorporated in 1957 and population growth increased at a high annual rate of 2.46% between 1960 and 1970 but tailed off to 0.47% between 1970 and 1980. The population took off between 1980 and 2005 growing 60% during this 25-year period as a result of City development. The population in the City is expected to increase slightly through 2035. The reason behind this is that opportunities for development are limited as the City has become almost completely built out. Table 3.3.1 show the current and projected population growth.

Table 3.3.1 Population — Current and Projected						
	2020	2025	2030	2035	2040	Data source
Service Area Population¹	55,461	57,404	58,919	60,218	61,266	E-1 Cities, Counties, and the State Population Estimates with Annual Percent Change (1/1/2020) and P-2A Total Population for California and Counties (2010 – 2060)
¹ Service area population is defined as the population served by the distribution system.						

3.4 OTHER DEMOGRAPHIC FACTORS

Urban Water Management Planning Act Requirement:

CWC Section 10631 Describe the service area – other demographic factors affecting the supplier's water management planning

With decreased new development and increased City water conservation in the past 10 years, the City domestic water demand has been fairly flat while averaging approximately 4.7 million gallons per day. City water demand is estimated to increase slightly in the future as a result of the projected increase in population. City water demand also fluctuates as a result of climatic variations. For example, between 1996/97 and 2004/05, City water demand increased 7.0% in 1997/98 when rainfall was high (29.7 inches) and decreased 5.0% in 2003/04 when rainfall was low (7.5 inches).

3.5 SERVICE AREA SOCIOECONOMICS

Urban Water Management Planning Act Requirement:

CWC Section 10631 Describe the service area – Describe the service area of the supplier, including... other social, economic, and demographic factors affecting the supplier's water management planning.

When it comes to evaluating socioeconomic correlations to increased community water use and ultimately, water insecurity, low-income areas are of particular interest. Low-income individuals are often limited financially and can only afford older rundown homes with less upkeep. Buildings of that nature tend to lack proper piping connections, water fixture sealings, etc. making them prone to drips, leaks, and floods. Poor water control characteristics such as these raise a red flag.

Not to any surprise, as the U.S. has seen a gradual increase in overall GDP Growth Rates from 2013 through 2018 at an average of 0.19% a year, The City has also seen a steady increase in median household incomes starting at \$44,934 in 2013 and progressing all the way up to \$55,670 in 2019 (www.census.gov/quickfacts). Most notably, there was an 8.09% household income growth between 2017 and 2018. However, despite this positive rise in income, the City in general is consistently well below the CA median household income values by approximately \$20,000, classifying the City as a disadvantaged community. Furthermore, current statistics show that 21%

of individuals residing in the City are below the poverty level. To put this into perspective, in 2018, 10,200 out of 54,400 people (18.7%) in the City were under the poverty line compared to the national average of 13.1%.

As of 2019, the City has experienced an unemployment rate of 5.4%, distinctly larger than the US average of 3.7%. Unemployment can impact water use according to a study done by Cranfield University. According to research, household water consumption changes significantly after the start of the COVID-19 lockdown. Although the study was not focused on the City, the water use patterns for the unemployed are likely similar. At home activities such as showering, laundry, gardening, etc. can happen more frequently when individuals increase time spent at home. As the City's unemployment rate fluctuates, the City may find a correlation between water use and unemployment.

4 SYSTEM WATER USE

4.1 WATER USE

Urban Water Management Planning Act Requirement:

10608.20(e)(1)&(2) Quantify, to the extent records are available, past and current water use, and projected water use (over the same five-year increments described in subdivision (a)), identifying the uses among water use sectors, including, but not necessarily limited to, all of the following uses: (A) Single-family residential; (B) Multifamily; (C) Commercial; (D) Industrial; (E) Institutional and governmental; (F) Landscape; (G) Sales to other agencies; (H) Saline water intrusion barriers, groundwater recharge, or conjunctive use, or any combination thereof; (I) Agricultural.

Historic Water Use

The City of Paramount's (City) Water System currently serves approximately 55,461 people within its service area. With the City being almost completely built-out, significant growth or increase in water demands are not anticipated in future years.

Key factors that affect water demands are; population growth, increases in land use development, industrial growth, and reductions in annual rainfall. For the City, population and rainfall exhibit the greatest influence. Usage of water per capita day ranged primarily between 115 – 124 GPCD during the 2001 – 2010 baseline period and has since been trending lower, as shown in Figure 4.1.1, with 2019 having the lowest per capita water use in the past 20 years. Consumption has ranged from a low of 90 GPCD in 2019 to a maximum of 124 GPCD in 2004. The average use per day during the period from 2001 through 2020 was 110 gallons per person.

Figure 4.1.1 – Historic Water Use

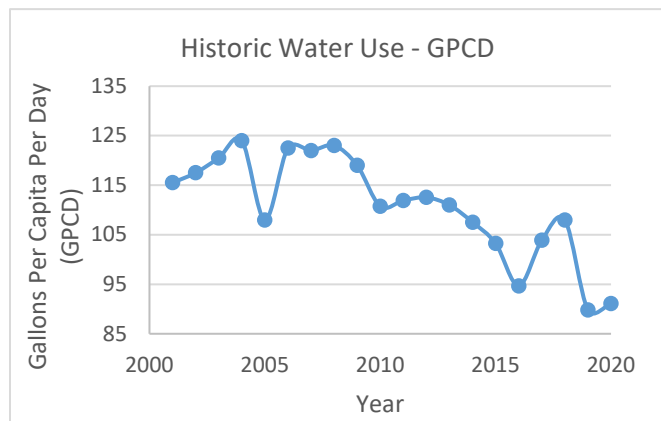


Table 4.1.1 Historic Water Use			
Fiscal Year	Gross Water Use (MGY)	Population	Usage Per Capita Day (GPCD)
2001	2,346	55,929	116
2002	2,398	56,663	118
2003	2,464	57,210	121
2004	2,534	57,577	124
2005	2,198	57,723	108
2006	2,461	57,626	122
2007	2,434	57,601	122
2008	2,444	57,638	123
2009	2,365	57,874	120
2010	2,187	57,989	111
2011	2,214	54,191	112
2012	2,238	54,486	113
2013	2,217	54,722	111
2014	2,162	55,076	108
2015	2,084	55,302	103
2016	1,898	54,909	95
2017	2,082	54,909	104
2018	2,143	54,387	108
2019	1,769	53,955	90
2020	1,799	54,098	91

The City's past water use and number of customer connections for the 2005, 2010, and 2015 calendar years are shown in Table 4.1.2, Table 4.1.3, and Table 4.1.4, respectively.

Table 4.1.2
Water Deliveries — Actual, 2005

Water Use Sectors	2005				
	Metered		Not Metered		Total
	# of Accounts	Volume	# of Accounts	Volume	Volume
Single family	4,602	2,089	0	0	2,089
Multi-family	1,664	2,933	0	0	2,933
Commercial	504	827	0	0	827
Industrial	596	1,267	0	0	1,267
Institutional/governmental	0	0	0	0	0
Landscape	502	519	0	0	519
Agriculture	0	0	0	0	0
Other	0	0	0	0	0
Total	7,868	7,635	0	0	7,635

Units: acre-feet per year

Table 4.1.3
Water Deliveries — Actual, 2010

Water use sectors	2010				
	Metered		Not metered		Total
	# of Accounts	Volume	# of Accounts	Volume	Volume
Single family	4,386	1,631	0	0	1,631
Multi-family	1,629	2,372	0	0	2,372
Commercial	525	680	0	0	680
Industrial	545	1,101	0	0	1,101
Institutional/governmental	0	0	0	0	0
Landscape	238	393	0	0	393
Agriculture	0	0	0	0	0
Other	0	0	0	0	0
Total	7,323	6,177	0	0	6,177

Units: acre-feet per year

Table 4.1.4
Water Deliveries — Actual, 2015

	2015				
	Metered		Not metered		Total
Water use sectors	# of Accounts	Volume	# of Accounts	Volume	Volume
Single family	4,386	1,631	0	0	1,631
Multi-family	1,629	2,372	0	0	2,372
Commercial	525	680	0	0	680
Industrial	545	1,101	0	0	1,101
Institutional/governmental	0	0	0	0	0
Landscape	238	393	0	0	393
Agriculture	0	0	0	0	0
Other	0	0	0	0	0
Total	7,323	6,177	0	0	6,177

Units: acre-feet per year

Table 4.1.5
Water Deliveries — Actual, 2020

	2020				
	Metered		Not metered		Total
Water use sectors	# of Accounts	Volume	# of Accounts	Volume	Volume
Single family	4,386	1,400	0	0	1,400
Multi-family	1,629	2,073	0	0	2,073
Commercial	525	623	0	0	623
Industrial	545	666	0	0	666
Institutional/governmental	0	0	0	0	0
Landscape	238	665	0	0	665
Agriculture	0	0	0	0	0
Other	0	0	0	0	0
Total	7,323	5,427	0	0	5,427

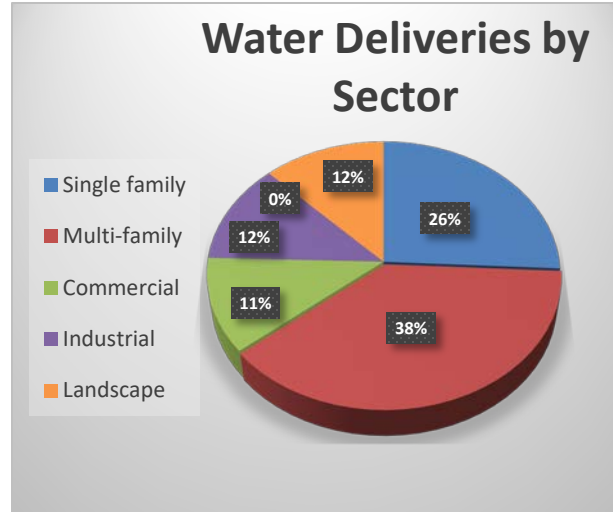
Units: acre-feet per year

Current and Projected Water Use by Sector

In 2020, the City used 5,427 acre-feet of potable water, as measured by metered sales and estimated distribution system losses. Average water deliveries, shown in Figure 4.1.2, are broken down into the following sectors:

- Single Family Residential
- Multi-Family Residential
- Commercial/Institutional
- Industrial
- Landscape
- Other/Agricultural (less than 1% of deliveries, combined)

Figure 4.1.2 –Water Deliveries



Retail water deliveries are projected for the next 20 years, in five-year increments, and are broken down by sector. The future estimations of water use (by sector) are extrapolated based on the current (2020) values and anticipated population growth.

Residential Sector

As Table 4.1.6 indicates, the majority of the water demand in the community will continue to be in the residential sector. Due to the lack of available space, the City does not have plans for significant new residential development in the near future. In the next 20 years, some form of residential redevelopment may occur; however, such development is not expected to place a heavy demand on the City's water supply.

Commercial/Institutional Sector

Commercial and institutional/city water demand has remained fairly stable over the past few years. Since 2005, commercial development requires developers to estimate water use for landscape irrigation. Water Conservation in Landscaping Ordinance No. 825 of the City Municipal Code requires that contractors complete a water use audit, which includes the designation of low water use plants and water conserving sprinklers. If the development is located within 150 feet of a public reclaimed water distribution system, the contractor will be required to connect to it for landscape irrigation. Current and projected water demands for the City's commercial/institutional sector are shown in Tables 4.1.6 and 4.1.7.

Industrial Sector

Industrial water demand has also remained fairly stable over the past five years. However, current the World Energy Facility is in the process of converting its oil refining operations to renewable energy. The system upgrades are expected to require an increase of 2446 acre-feet-per-year (AFY) with a total water demand of 2507 AFY for the facility. Fortunately, the facility is parallel to CBMWD's reclaimed water distribution line in the City and intends to use reclaimed water to meet the increase demand thereby relieving demand on the City's potable water supply.

Landscape Sector

The current and projected water demands for landscape irrigation are shown in Tables 4.1.6 and 4.1.7. Consistent with the Water Conservation in Landscaping Ordinance No. 825 discussed in the Commercial Sector above, current landscaping water demand has fallen below past historic (2005) levels.

Agricultural Sector

Agricultural water use is expected to continue to represent less than 1% of total water use throughout the planning horizon, as shown in Table 4.1.6. In addition, there is currently a single customer receiving recycled water for agricultural purposes.

Other

The City's water use records fall comfortably into the previous categories provided. As a result, the City does not have any "other" water usage to report.

Distribution System Losses

The City's distribution system losses were estimated for each of the five past planning years utilizing American Water Works Association (AWWA) water audit methodology and software. Distribution system losses were then projected for the next 20 years using the average ratio of water losses to total water deliveries over the past 5 years (8%). Refer to Appendix M for AWWA Water loss report and Section 4.1.6 for more information.

**Table 4.1.6
Demands for Potable and Raw Water - Actual**

Use Type		2020 Actual	
	Additional Description	Level of Treatment When Delivered	Volume
Single Family	Single family detached dwellings	Drinking Water	1,400
Multi-Family	Duplexes, town homes, condominiums, apartments, and trailer parks	Drinking Water	2,073
Commercial	Commercial, Institutional, and Governmental: hotels, schools, prisons, hospitals, nursing homes, dormitories, retail establishments, office buildings, gas stations, etc.	Drinking Water	623
Industrial	Industrial parks, manufacturing, warehouses, utilities, assemblers	Drinking Water	666
Landscape	Play fields, golf courses, roadways, median strips, cemeteries, parks, and other dedicated landscape	Drinking Water	665
Agricultural	Irrigation of commercially-grown crops and other dedicated agricultural connections	Drinking Water	0
Losses	Distribution System Losses (from AWWA Water System Audit Worksheets)	Drinking Water	410
Other	Unbilled/Unmetered Water Use (from AWWA Water System Audit Worksheets)	Drinking Water	0
TOTAL			5,837

Note: Commercial and Institutional customers are combined and included in the Commercial Use Category.

Note: Coordinates with WUE table 4-1 R

Table 4.1.7
Demands for Potable and Raw Water - Projected

Use Type	Additional Description (as needed)	Projected Water Use <i>Report To the Extent that Records are Available</i>				
		2025	2030	2035	2040	2045- opt
Single Family		1,428	1,457	1,486	1,516	1,546
Multi-Family		2,115	2,157	2,200	2,244	2,289
Commercial	Commercial and Institutional users aggregated into this category.	636	648	661	675	688
Industrial		680	693	707	721	736
Landscape		678	692	705	720	734
Agricultural irrigation		0	0	0	0	0
Losses	Distribution System Losses (per AWWA Water Audit worksheets)	418	427	435	444	453
TOTAL		5,955	6,074	6,194	6,320	6,446
NOTES: Coordinates with WUE Table 4-2 R						

Distribution System Water Losses

Urban Water Management Planning Act Requirement:

CWC 10631(e)(1) Quantify, to the extent records are available, past and current water use over the same five-year increments described in subdivision (a), and projected water use, identifying the uses among water use sectors, including but not necessarily limited to, all of the following uses: ...

(J) Distribution system water loss

(3)(A) and (C) Retail supplies shall provide quantified distribution system losses for each of the five preceding years and whether or not the state standard was met. .

(B) The distribution system water loss quantification shall be reported in accordance with a worksheet approved or developed by the department through a public process. The water loss quantification worksheet shall be based on the water system balance methodology developed by the American Water Works Association.

Distribution system water losses were quantified for FY 2014-2020 (except FY 2015) using the DWR Water Audit Method, calculated by subtracting the total metered deliveries for the year from the total water volume into the system (well production and imported water) less any change in system storage, adjusted for meter accuracy. The worksheets can be found in Appendix M. In FY 2019-2020, distribution system losses were approximately 8% of total retail water deliveries. Current system losses are summarized in Table 4.1.8, and projected system losses are included in Table 4.1.6.

**Table 4.1.9
Last Five Years of Water Loss Audit Reporting**

Reporting Period Start Date	Volume of Water Loss
7/2014	690
7/2016	891
7/2017	943
7/2018	217
7/2019	410

Notes: A Water Loss Report was not developed for the Fiscal Year starting in 2015. The 2014 starting year report which was completed as part of the 2015 UWMP was used which is estimated to closely mirror the losses for reporting year 2015.

Notes: Coordinates with WUE Table 4-4 R

Total Water Demands

The total past, current, and future water demands for the City are summarized in Table 4.1.9.

**Table 4.1.10
Total Water Demands**

	2020	2025	2030	2035	2040	2045 (opt)
Potable and Raw Water <i>From Tables 4.1.5 and 4.1.6</i>	5,837	5,955	6,074	6,194	6,320	6,446
Recycled Water Demand <i>From Table 6.5.3</i>	312	312	312	312	312	0
TOTAL WATER DEMAND	6,149	6,267	6,386	6,506	6,632	6,446

Notes: Coordinates with WUE Table 4-3R

Water Use for Lower Income Households

Urban Water Management Planning Act Requirement:

10631.1(a) The water use projections required by Section 10631 shall include projected water use for single-family and multi-family residential housing needed for lower income households, as defined in Section 50079.5 of the Health and Safety Code, as identified in the housing element of any city, county, or city and county in the service area of the supplier.

The Housing Element of the City's General Plan was used to obtain lower income housing data, and these residential water demands were projected for the next 20 years by determining: a) the

number of lower income single-family and multi-family housing units projected for the service area; and b) estimating the future water use for these lower income housing units. According to the 2014 Housing Element Update, the projected total single-family and multi-family housing units required for extremely low-, very low- and low-income households were 42 dwelling units. The future water use for these units was then estimated using current and 20x2020 target per capita water use values and the average household size for the City, as obtained from 2015-2019 Census data. The low-income projected water use estimates are given in Table 4.1.10 and are also included in the total projected water use shown in Tables 4.1.6 and 4.1.9.

Table 4.1.11 Low-Income Projected Water Demands				
Low Income Water Demands	2025	2030	2035	2040
Single-family residential	1.8	1.8	1.8	1.8
Multi-family residential	0.5	0.5	0.5	0.5
Total	2.3	2.3	2.3	2.3

Units: acre-feet per year

Estimating Future Water Savings

Urban Water Management Planning Act Requirement:

10631 (e)(4)(A) If available and applicable to an urban water supplier, water use projections may display and account for the water savings estimated to result from adopted codes, standards, ordinances, or transportation and land use plans identified by the urban water supplier, as applicable to the service area. (B) To the extent that an urban water supplier reports the information described in subparagraph (A), an urban water supplier shall do both of the following: (i) Provide citations of the various codes, standards, ordinances, or transportation and land use plans utilized in making the projections (ii) Indicate the extent that the water use projections consider savings from codes, standards, ordinances, or transportation and land use plans. Water use projections that do not account for these water savings shall be noted of that fact.

The City did not consider future water savings when projecting water use, which is reflected in Table 4.1.11.

Table 4.1.12 Inclusion in Water Use Projections	
Are Future Water Savings Included in Projections?	No
If "Yes" to above, state the section or page number, in the cell to the right, where citations of the codes, ordinances, etc... utilized in demand projections are found.	
Are Lower Income Residential Demands Included In Projections?	Yes

Note: Coordinates with WUE Table 4-5 R

4.2 WATER DEMAND PROJECTIONS

Urban Water Management Planning Act Requirement:

10631(k) Urban water suppliers that rely upon a wholesale agency for a source of water shall provide the wholesale agency with water use projections from that agency for that source of water in five-year increments to 20 years or as far as data is available. An urban water supplier may rely upon water supply information provided by the wholesale agency in fulfilling the plan informational requirements of subdivisions (b) and (c).

The City relies on wholesale water from the Central Basin Municipal Water District as one of the primary sources of water. Table 4.2.1 is provided to quantify the district demand projections provided to CBMWD for incorporation into the CBMWD's Urban Water Management Plan for average year conditions.

Table 4.2.13				
Retail Agency Demand Projections Provided to Wholesale Suppliers				
Wholesaler	2025	2030	2035	2040
CBMWD	637	756	876	1,128
Total	637	756	876	1,128
Units: acre-feet per year Note: The values provided above are the total water demand estimates with the City's adjudicated groundwater allocation removed. Pumping capacity was based on 2020 values (5318 AF)				

4.3 WATER USE REDUCTION PLAN

Urban Water Management Planning Act Requirement:

CWC §10608.29 Urban wholesale water suppliers shall include in the urban water management plans ... an assessment of their present and proposed future measures, programs, and policies to help achieve the water use reductions required by this part (10608.36). Urban retail water suppliers are to prepare a plan for implementing the Water Conservation bill of 2009 requirements and conduct a public meeting which includes consideration of economic impacts.

The City has implemented an economical, yet sound, water use reduction plan in order to meet the 20x2020 water use reduction requirements. Options to reduce water demand in the City include:

- Working with CBMWD to expand offerings of recycled water for irrigation purposes and to existing industrial customers, such as the Paramount Refinery.
- Increasing public awareness regarding water conservation requirements and efforts that can be easily implemented to conserve water.
- Complying with the 14 Demand Management Measures for water conservation.

5 SB X7-7 Baselines and Targets

5.1 WATER CONSERVATION BILL OF 2009 - BASELINES AND TARGETS

Urban Water Management Planning Act Requirement:

10608.20(e) An urban retail water supplier shall include in its urban water management plan ... due in 2010 the baseline daily per capita water use, urban water use target, interim urban water use target, and compliance daily per capita water use, along with the bases for determining those estimates, including references to supporting data.

In order to improve the Sacramento-San Joaquin Delta, in 2008 Governor Schwarzenegger directed State water agencies to develop a plan to achieve a twenty percent per capita water use reduction by the year 2020. The Water Conservation Act of 2009 (Senate Bill x7-7), passed in November 2009, provided the legislative framework to implement the conservation goals, and required retail water suppliers to detail their strategy for achieving the reduction requirement in their 2010 Urban Water Management Plan Updates. The [Urban Water Management Planning Act](#) and [SBx7-7](#) information can be found using the links provided.

Explicit methodologies were developed by the California Department of Water Resources (DWR) to assist retail water suppliers in complying with the Water Conservation Act of 2009, and they are detailed in the technical document, [Methodologies for Calculating Baseline and Compliance Urban Per Capita Water Use](#), DWR, March 2016. The City of Paramount (City) utilized the DWR methods when determining its baseline, interim, and water use target values (20x2020 targets), the steps of which are described in detail in the *Methodologies* document. A summary of the calculations is provided in DWR's SB X7-7 Verification Form, Appendix M.

Water suppliers are given the option of determining their 20x2020 target values either individually or through a regional alliance. The City is part of the Los Angeles Gateway Region that has formed a regional alliance, and the City has chosen to determine its baseline and target values both individually and as part of the alliance (Option #1 in the *Methodologies* document). The City's individual baseline and target values are provided in this section. The regional alliance's values can be found in the Gateway Region 2020 UWMP Update.

For the 2015 UWMP Update, DWR determined that significant discrepancies existed between the Department of Finance (DOF) projected populations for 2010 (based on 2000 U.S. Census data) and actual populations for 2010, based on 2010 U.S. Census data (released in 2012). Therefore, the City recalculated its baseline population numbers for years 2001 – 2010 during the 2015 UWMP Update using 2000 and 2010 Census data. A summary of the revised baselines and targets is provided in Table 5.1.1. These baselines years have been maintained for the current update.

Table 5.1.1 Baselines and Targets Summary				
Baseline Period	Start Year	End Year	Average Baseline GPCD*	Confirmed 2020 Target*
10-15 year	2001	2010	118	114
5 Year	2004	2008	120	
*All values are in Gallons per Capita per Day (GPCD)				

Compliance Year 2020 – Interim Water Use Target

Table 5.1.2 on the following page summarizes the City's compliance year 2020 water use, which illustrates that the City has met its 2020 Target.

Table 5.1.2
2020 Compliance

Actual 2020 GPCD	2020 Interim Target GPCD	Optional Adjustments to 2015 GPCD <i>From Methodology 8 found in Appendix L</i>					2020 GPCD <i>(Adjusted if applicable)</i>	Did Supplier Achieve Targeted Reduction for 2020? Y/N
		Extraordinary Events	Economic Adjustment	Weather Normalization	TOTAL Adjustments	Adjusted 2020 GPCD		
89	114	0	0	0	0	89	89	Yes
<i>*All values are in Gallons per Capita per Day (GPCD)</i>								

6 SYSTEM SUPPLIES

6.1 WATER SOURCES

Urban Water Management Planning Act Requirement:

10631 (b) Identify and quantify, to the extent practicable, the existing and planned sources of water available to the supplier over the same five-year increments described in subdivision (a).

The City of Paramount (City) utilizes both potable and recycled water. The City obtains potable water from two sources: directly pumped groundwater and imported water purchased through the Central Basin Municipal Water District (CBMWD), who in turn receives the water through the Metropolitan Water District of Southern California (MWD). In addition to distributing potable water, the City also has a recycled water system that provided 312 AF of recycled water in 2020. The City provided a total of 6,149 AF of water to a population of approximately 55,461 in 2020. As detailed in Chapter 4, demands are expected to continue to increase in the next 20 years by around 7%, and the water supply available to the City is expected to meet the water demand through the planning horizon. More information comparing the projected water supply and demand can be found in Chapter 7.

The City obtains its groundwater from the Central Subbasin, one of four subbasins in the Coastal Plain of Los Angeles. The Central Subbasin is commonly referred to as the Central Basin and is identified as such through the remainder of the report. The Central Basin is an adjudicated basin. For the supply section, it is assumed that the City pumps the total allotted amount of groundwater from the Central Basin: 5,319 AF. More information on the adjudication of the Central Basin can be found in Section 6.2, which discusses the groundwater sources for the City.

The total current and projected supplies available to the city through CBMWD, pumped groundwater, and recycled water are shown in Tables 6.1.1 and 6.1.2, respectively.

Table 6.1.1 Water Supplies — Actual				
Water Supply	Additional Detail on Water Supply	2020		
		Actual Volume	Water Quality	Total Right or Safe Yield (optional)
Add additional rows as needed				
Groundwater	Central Basin	5,318	Drinking Water	5,883
Purchased or Imported Water	CBMWD	204	Drinking Water	
Recycled Water	CBMWD Century System	312	Recycled Water	
Total		5,859		
NOTE: Corresponds with WUE Table 6-8R.				

Table 6.1.2
Water Supplies — Projected

Water Supply	Additional Detail on Water Supply	Projected Water Supply <i>Report To the Extent Practicable</i>							
		2025		2030		2035		2040	
		Reasonably Available Volume	Total Right or Safe Yield (optional)	Reasonably Available Volume	Total Right or Safe Yield (optional)	Reasonably Available Volume	Total Right or Safe Yield (optional)	Reasonably Available Volume	Total Right or Safe Yield (optional)
<i>Add additional rows as needed</i>									
Groundwater	Central Basin	5,883		5,883		5,883		5,883	
Purchased or Imported Water	CBMWD	1681		1681		1681		1681	
Recycled Water	CBMWD Century System	312		338		338		338	
Total		7876	0	7902	0	7902	0	7902	0
NOTES: - Groundwater supplies projected based on total allowable pumping allocation; purchased water supplies estimated based on 5-year average deliveries; recycled water supplies estimated based on highest annual deliveries recorded over the past 5 years. - Corresponds to WUE Table 6-9R. - The CBMWD 2020 UWMP was not available for review at the time of this draft publication. Information will be provided in the final 2020 City of Paramount UWMP report. Currently, 2015 values were used for planning purposes and based off 5-year average deliveries.									

Groundwater Supply

The City utilizes groundwater from the adjudicated Central Basin. The total dissolved solids (TDS) content in the Central Basin ranges from 200 to 2,500 mg/L, according to data from 293 public supply wells. The average for these wells is 453 mg/L. The groundwater supply to the City is discussed further in Section 6.2.

Wholesale Water Supply

Water for use in the City is purchased through the CBMWD. CBMWD obtains its water from a number of sources, including local groundwater supplies and recycled water. However, the majority of water supplied to CBMWD is from MWD as part of the State Water Project (SWP). The SWP is a series of reservoirs, aqueducts, and pumping facilities that convey water from Northern to Southern California. The water for use within the City is collected and delivered to MWD via the SWP, which is subsequently treated at either the Weymouth Filtration Plant or the Jensen Filtration Plant. Water from either of these filtration plants is then transferred to CBMWD. The quality of the imported water is shown in the following table:

Table 6.1.3 Quality of Imported Water		
Constituent	Colorado River Water ¹ (mg/L)	State Water Project Water ² (mg/L)
Chloride	91	55
Sulfate	218	53
Hardness (as CaCO ₃)	265	112
Total Dissolved Solids	579	252
NOTES:		
1. At Lake Mathews - from 2020 MWD Annual Water Quality Report, Table 4-3		
2. At Castaic Lake - from 2020 MWD Annual Water Quality Report, Table 4-3		

In 2020, CBMWD delivered 204 AF of water to the City for distribution. Prior to the construction of Well No. 15 in 2011-2012, the City purchased 2,864 AFY on average from CBMWD. However, with the addition of Well No. 15 (and the planned operation of Well No. 16), the City has currently been able to more fully utilize its allowable pumping allocation, and its yearly purchased water deliveries have dropped accordingly. This trend is expected to continue throughout the 20-year planning horizon, and in the future as demand increases, the reduced purchased water demands from CBMWD will continue to be a reliable supply to supplement the City's groundwater source.

Recycled Water Supply

The City provides recycled water for landscape irrigation, agricultural irrigation, and industrial uses throughout the service area. The City's Recycled Water system is discussed in detail in Section 6.5.

6.2 GROUNDWATER

Urban Water Management Planning Act Requirement:

10631 (b) (Is) groundwater...identified as an existing or planned source of water available to the supplier?

The City utilizes groundwater pumped from the Central Basin. There are currently no plans to discontinue pumping water from the Central Basin for potable use.

Urban Water Management Planning Act Requirement:

10631 (b)(1) If groundwater is identified as an existing or planned source of water available to the supplier provide...a copy of any groundwater management plan adopted by the urban water supplier, including plans adopted pursuant to Part 2.75 (commencing with Section 10750), or any other specific authorization for groundwater management.

The Central Basin was adjudicated in 1965, and the Department of Water Resources (DWR) was appointed Watermaster until retiring its duties on June 30, 2014, due to the third Central Basin Judgment 3rd Amendment being entered into record. Beginning July 1, 2014, three new bodies began their roles as Central Basin Watermaster:

- Water Rights Panel (The Panel), made up of seven Central Basin water rights holders
- Administrative Body (the Water Replenishment District of Southern California (WRD))
- Storage Panel (The Panel plus the WRD Board of Directors)

Every month extractions are reported to the Watermaster by each individual pumper. This allows the Watermaster to regulate the water rights of the Subbasin. The Central Basin does not have a groundwater management plan because it is adjudicated and the Watermaster manages groundwater extractions.

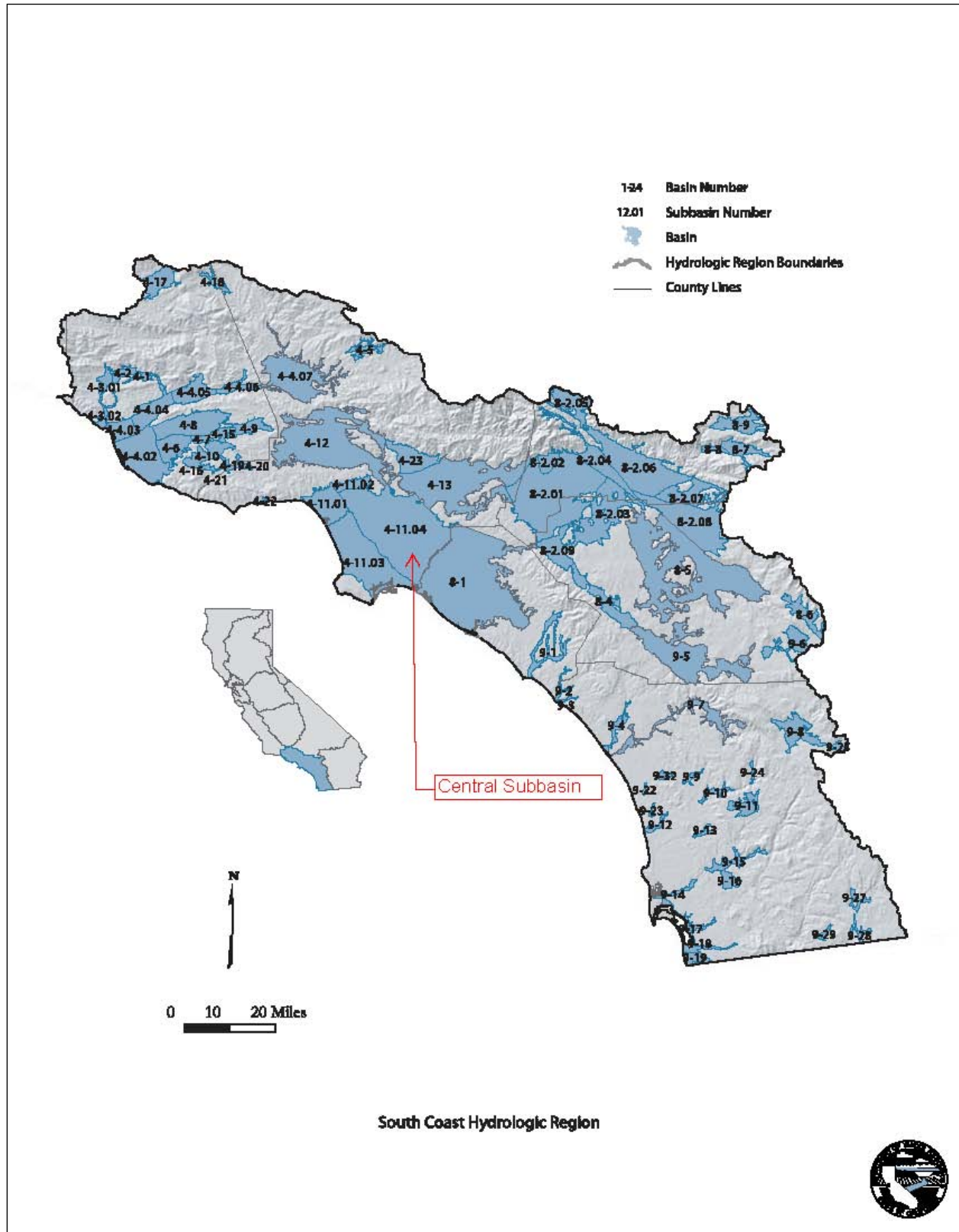
Urban Water Management Planning Act Requirement:

10631 (b)(2) If groundwater is identified as an existing or planned course of water available to the supplier provide...a description of any groundwater basin or basins from which the urban water supplier pumps groundwater.

As mentioned above, the City pumps water from the Los Angeles County Central Subbasin, a large subbasin that makes up part of the Coastal Plan of Los Angeles Basin. The total surface area of this subbasin is approximately 177,000 acres. It is bounded on the north by a surface divide called the La Brea high, and on the northeast and east by emergent less permeable tertiary rocks of the Elysia, Repetto, Merced and Puente Hills. The southeast boundary between Central Basin and the Orange County Groundwater Basin roughly follows Coyote Creek, which is a regional drainage boundary. The southwest boundary is formed by the Newport Inglewood fault system and the associated folded rocks of the Newport Inglewood uplift. The Los Angeles and San Gabriel Rivers drain inland basins and pass across the surface of the Central Basin on their way to the Pacific Ocean. Average precipitation throughout the Subbasin ranges from 11 to 13 inches with an average of approximately 12 inches.

The description of the Central Basin is provided in DWR's [Bulletin 118](#). Additionally, the Central Basin's location as part of the South Coast Hydrologic Region can be seen in Figure 6.2.1.

Figure 6.2.1: Central Subbasin Location



Urban Water Management Planning Act Requirement:

10631 (b)(2) For those basins for which a court or the board has adjudicated the rights to pump groundwater, provide a copy of the order or decree adopted by the court or the board and a description of the amount of groundwater the urban water supplier has the legal right to pump under the order or decree.

A court ordered adjudication for the Central Basin was issued in 1965. The adjudication was a response to rapidly declining groundwater levels in the basin due to overdraft that caused partial seawater intrusion. The Central Basin Judgment (currently the third Central Basin Judgment 3rd Amendment) can be found on the [Central Basin Watermaster website](#).

The total allotted pumping rights from the Central Basin from all wells is 220,000 AFY. The total allotted pumping rights for the City is 5,883 AFY. The City may exceed its total allotment under two circumstances. The first of these is in the case that in the previous year, the City did not pump the total 5,883 AF of water. If this occurs, up to 20% of the total allotment may be carried over the subsequent year. The second case in which the City may exceed its water pumping rights is if another water retailer chooses to lease water pumping rights to the City. Although the City has in past leased a portion of its water pumping rights to other retailers, with the additional pumping capacity provided by Well No. 15 (and the planned Well No. 16), it is expected that the City will fully utilize its allotted pumping rights moving forward.

It is known that the total allotted pumping rights exceed the natural replenishment of groundwater to the Central Basin. Although the users of the Central Basin pump below their total allotted rights (approximately 173,000 AF were pumped in FY 2019-2020; from “Summary of Pertinent Data” in the Central Basin Watermaster Report, 2019 - 2020), possible conditions of overdraft must still be considered. To avoid conditions of overdraft, the WRD was formed to ensure that water was purchased where necessary to fully replenish the quantity of groundwater that could not be restored through natural processes. The WRD manages the financial and logistical aspect of purchasing water to maintain safe groundwater levels.

Urban Water Management Planning Act Requirement:

10631 (b)(2) For basins that have not been adjudicated, (provide) information as to whether the department has identified the basin or basins as overdrafted or has projected that the basin will become overdrafted if present management conditions continue, in the most current official departmental bulletin that characterizes the condition of the groundwater basin, and a detailed description of the efforts being undertaken by the urban water supplier to eliminate the long-term overdraft condition.

The Central Basin is an adjudicated Subbasin, and therefore this section is not applicable.

Urban Water Management Planning Act Requirement:

10631 (b)(3) (Provide a) detailed description and analysis of the location, amount, and sufficiency of groundwater pumped by the urban water supplier for the past five years. The description and analysis shall be based on information that is reasonably available, including, but not limited to, historic use records.

Table 6.2.1 illustrates the amount of groundwater pumped from the Central Basin over the last five years.

Table 6.2.1 Groundwater Volume Pumped						
<input type="checkbox"/>	Supplier does not pump groundwater. The supplier will not complete the table below.					
Groundwater Type	Location or Basin Name	2016	2017	2018	2019	2020
<i>Add additional rows as needed</i>						
Alluvial Basin	Central Basin	5198.09	6313.56	6031.26	4950.48	5318.25
TOTAL		5,198	6,314	6,031	4,951	5,318
Note: Some years include drought carry over volumes from previous years allowing the City to pump more than their normal pumping rights. Note: Corresponds to WUE Table 6-1R.						

Prior to FY 2013-2014, the pumping capacity of the City's two wells (Wells 13 and 14) was insufficient to fully utilize its groundwater rights. Imported water from the CBMWD was used to supplement the groundwater supply, and a portion of the City's allowable pumping allocation was leased to other parties. In addition, water quality issues with Well No. 13 and equipment malfunctions continued to hinder groundwater production. Because of these issues, equipment upgrades were performed, treatment facilities were installed at Well No. 13, a proactive preventive maintenance program was introduced, and a new well, Well No. 15, was constructed to provide

a more reliable water supply source. This has allowed Well No. 13 to be transitioned to a backup facility, in case of loss of operation or scheduled maintenance of Wells 14 and 15. Together, these three sources were sufficient in meeting the total demands of the City beginning with FY 2014-2015.

Urban Water Management Planning Act Requirement:

10631 (b)(4) (Provide a) detailed description and analysis of the amount and location of groundwater that is projected to be pumped by the urban water supplier. The description and analysis shall be based on information that is reasonably available, including, but not limited to, historic use records.

The City intends to continue using groundwater pumped from the Central Basin as the majority of the supply for the City's water demand. The projected amount of water to be pumped is shown in Table 6.2.2 below. The numbers projected in Table 6.2.2 are based on the City fully utilizing its groundwater rights and supplementing with imported water from CBMWD as needed. The City's groundwater rights are compared to the forecasted water demands from Chapter 4 in order to arrive at the projections. Due to the equipment upgrades to Well No. 13 and 14, the addition of Well No. 15, and the projected use of Well No. 16 in the near future, it is not anticipated that the groundwater use in the next 20 years will fall below the amount available to the City through adjudication.

Table 6.2.2 Groundwater — Volume Projected to be Pumped				
Basin name(s)	2025	2030	2035	2040
Central Basin	5,883	5,883	5,883	5,883
Total groundwater pumped	5,883	5,883	5,883	5,883
Percent of total water supply	TBD%	TBD%	TBD%	TBD%
NOTE: Corresponds to information in WUE Table 6-9R.				

6.3 TRANSFER OPPORTUNITIES

Urban Water Management Planning Act Requirement:

10631 (d) Describe the opportunities for exchanges or transfers of water on a short-term or long-term basis.

CBMWD and MWD seek out opportunities for water transfer and exchanges to ensure reliability within their respective service areas. Water transfers and exchanges help water suppliers distribute water effectively to areas with limited water supplies. For example, the MWD accepts water through the SWP and Colorado River for distribution throughout Southern California. The City, although not directly involved in the planning of these opportunities, may benefit from additional water supplies as a result of MWD and CBMWD's efforts in securing water transfers and exchanges. Information on new transfer and exchange opportunities to the MWD and CBMWD can be found in the respective 2020 Urban Water Management Plans.

The City maintains three interconnections with the City of Long Beach. Although these are available for use at any time and would serve groundwater and imported water to the City, these interconnections are primarily used only during times when the CBMWD connections to the City are unavailable due to maintenance or repair, or during emergency situations. The City has no intention of using water supplied from the City of Long Beach through these connections as a short- or long-term water supply source.

The City also has manual unmetered one-way connections with the City of Downey and with the Golden State Water Company. These connections have check valves that only allow water to be supplied in one direction from the City to the other agency. And as with the connections to the City of Long Beach, the City has no intentions of using these connections as short-term or long-term transfers or exchanges.

**Table 6.3.1
Transfer and Exchange Opportunities**

Transfer Agency	Transfer or Exchange	Short Term or Long Term	Proposed Volume
City of Long Beach	0	0	0
City of Downey	0	0	0
Golden State Water Company	0	0	0
Total	0	0	0

6.4 DESALINATED WATER OPPORTUNITIES

Urban Water Management Planning Act Requirement:

10631 (i) Describe the opportunities for development of desalinated water, including but not limited to, ocean water, brackish water, and groundwater, as a long-term supply.

The City is not currently exploring the possibility of using desalinated water as a water source independently. MWD joined the National Alliance for Water Innovation (NAWI) in 2020 and has reported three (3) desalination projects within its service area in the 2020 UWMP. As an end user of water supplied through MWD, the City may receive water, or benefit in other ways (i.e. increased supplies and reliability), as a result of this effort in discovering the opportunity for desalination. Therefore, a brief description of MWD's efforts in water desalination is discussed.

In 2001, MWD created the Seawater Desalination Project (SDP) to explore the potential for using seawater as a long-term water supply. The SDP provided incentives for its member agencies to develop water through desalination; up to \$250 per AF for all produced supplies. Since its inception, MWD has entered into agreements with its member agencies to fund three local seawater desalination projects amounting to 46,000 AFY of potential production. In October 2014, MWD added seawater desalination projects into its Local Resources Program (LRP), replacing the SDP program and increasing the incentives to \$340 for produced supplies (recycled water, recovered groundwater and desalinated seawater). In June 2020, MWD's SDP agreements with all three (3) member agencies expired.

According to the MWD 2020 UWMP Update, Table 3-11, the Claude Bud Lewis Carlsbad Seawater Desalination production was estimated as 43,868 acre-feet in 2020. In addition, Table 3-13, in the same report, lists three (3) sweater desalination projects under development within MWD's service area. Table 6.4.1 shows the projected supplies provided by these seawater desalination plants.

**Table 6.4.1
Current Desalination Projected Capacities**

Project	Member Agency	Projected Capacity (AFY)	Status
Carlsbad Seawater Desalination Project	San Diego County Water Authority	43,868	Operational
Huntington Beach Seawater Desalination Project	Municipal Water District of Orange County	56,000	Permitting
Doheny Desalination Project	Municipal Water District of Orange County / South Coast Water District	5,000 – 15,000	Permitting
West Basin Seawater Desalination Project	West Basin Municipal Water District	20,000 – 60,000	EIR Process
Total		124,868 – 174,868	

6.5 RECYCLED WATER OPPORTUNITIES

Urban Water Management Planning Act Requirement:

10633 Provide, to the extent available, information on recycled water and its potential for use as a water source in the service area of the urban water supplier. The preparation of the plan shall be coordinated with local water, wastewater, groundwater, and planning agencies that operate within the supplier's service area.

Note: The Los Angeles County Sanitation District (LACSD) UWMP information for 2020 was not available for this 2020 City of Paramount UWMP draft. Information will be updated as it becomes available. The most recent available data is used in the discussion.

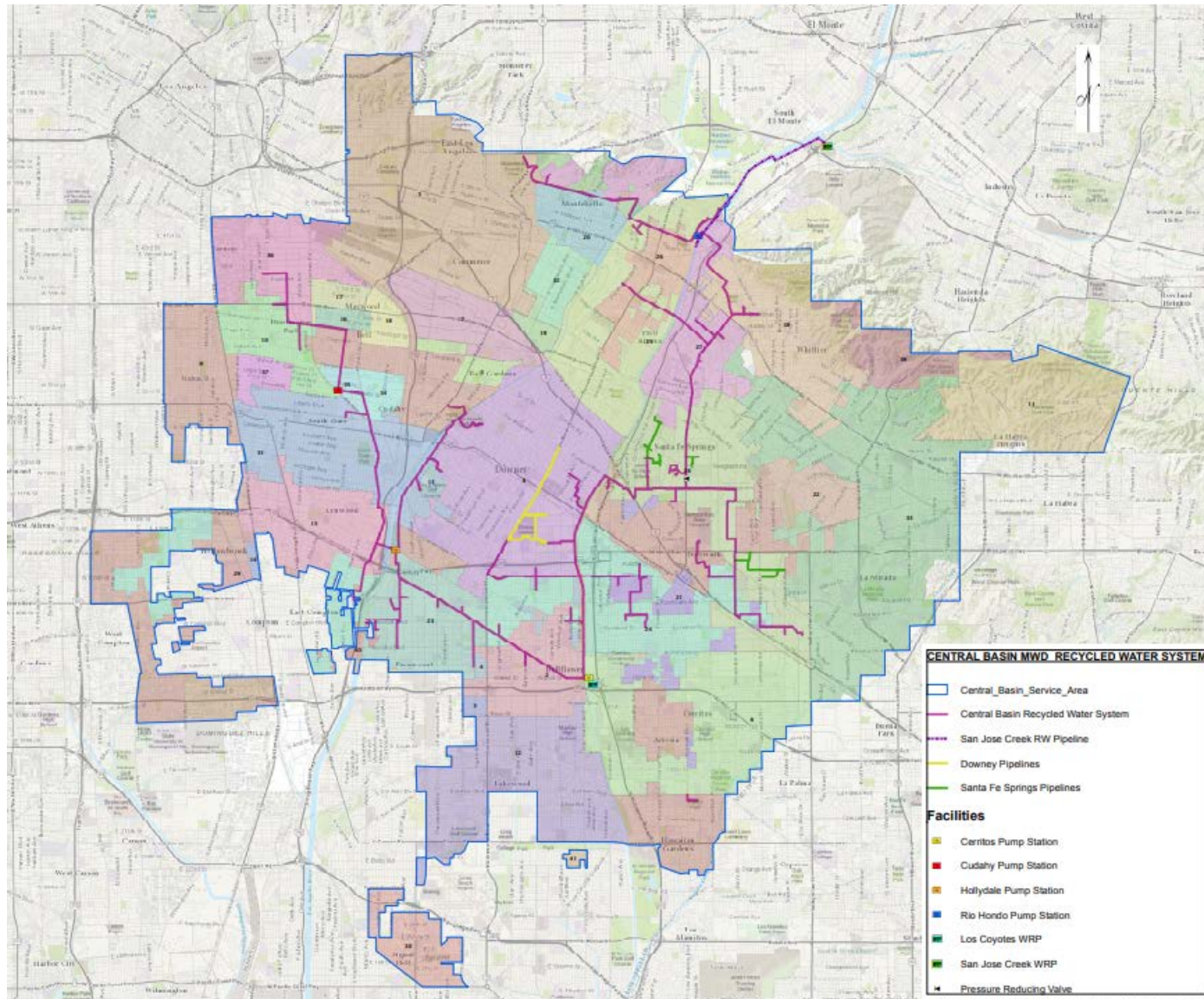
The City is committed to potable water conservation through the treatment and distribution of recycled water for non-potable uses. This effectively decreases the total water that must be purchased through CBMWD, and is a significant part in the statewide effort to conserve and manage potable water resources. Since planning and constructing its recycled water systems in the early 1990's, CBMWD has become an industry leader in water re-use.

The City is part of an integrated water recycling program that includes the Cities in Los Angeles County as well as water districts, including MWD. Wastewater is collected and treated by the Los Angeles County Sanitation District (LACSD) sewage system and sent to either the Joint Water Pollution Control Plant (JWPCP) or one of six satellite water reclamation plants (WRPs) as part of the Joint Outfall System (JOS). Wastewater destined for recycled water use undergoes tertiary

treatment (as described below) and is subsequently distributed or disposed of as necessary. Wastewater too salty for use as recycled water is sent to the JWPCP where it undergoes secondary treatment and disinfection before being discharged to the ocean. The wastewater collection and treatment system is described further in the following section. The LACSD reports nearly 130,000 AFY of wastewater was treated to recycled water quality for FY 2013-2014 in the JOS. The water produced is used either as recycled water for industrial, landscape irrigation, or agricultural use, or for groundwater recharge.

Treated wastewater from the LACSD's Los Coyotes WRP and San Jose Creek WRP is supplied through CBMWD's Century recycled water distribution system to the cities of Bellflower, Bell Gardens, Compton, Downey, Lakewood, Lynwood, Norwalk, Paramount, Santa Fe Springs, South Gate and Vernon. In 2013-2014, San Jose Creek and Los Coyotes Plants treated a total of 91,393 AF of wastewater to recycled water quality standards. Of this, 343 AF was eventually distributed to the City. The system currently consists of 1,400 miles of pipeline, with the backbone being a 30-inch pipeline paralleling the San Gabriel River. Construction of the initial system was completed in 1992, with the delivery of recycled water for applications such as landscape irrigation of parks, schools, and freeway slopes, nursery stock irrigation, and various industrial applications. The system was connected to the Rio Hondo recycled water distribution system in 1994, and both the Century and Rio Hondo systems can be partially supplied with water from either the Los Coyotes or San Jose Creek WRPs, individually or in combination. Most of the recycled water delivered through the Century distribution system actually originated at the San Jose Creek WRP. However, the usage is still reported from the Los Coyotes WRP, as there is no way to differentiate which reuse sites receive which recycled water. Therefore, for the sake of consistency, recycled water usage along the Century facilities is reported as coming from the Los Coyotes WRP, and along the Rio Hondo facilities as coming from the San Jose Creek WRP. Figure 6.5.1 shows all of the pipelines for both distribution systems, as well as all of the current recycled water use sites.

Figure 6.5.1: CBMWD Recycled Water Distribution System – 2016 Publication ([CBMWD Website](#))



Urban Water Management Planning Act Requirement:

10633 (a) (Describe) the wastewater collection and treatment systems in the supplier's service area, including a quantification of the amount of wastewater collected and treated and the methods of wastewater disposal.

Wastewater in the City is collected by the LACSD sewage system and sent to either the JWPCP or one of six WRPs as part of the JOS. The JOS is a regional, interconnected system of facilities providing wastewater collection and treatment for residential, commercial and industrial users in 73 cities. The system includes the main JWPCP in Carson (treatment capacity of 400 mgd) and the following six satellite WRPs:

- Whittier Narrows WRP (near South El Monte, treatment capacity of 15 mgd)
- Los Coyotes WRP (Cerritos, treatment capacity of 37.5 mgd)
- San Jose Creek WRP (adjacent to the City of Industry, treatment capacity of 100 mgd)
- Long Beach WRP (Long Beach, treatment capacity of 25 mgd)
- Pomona WRP (Pomona, treatment capacity of 15 mgd)
- La Cañada WRP (La Cañada Flintridge, treatment capacity of 0.2 mgd)

Approximately two-thirds of the wastewater in the JOS is treated at the JWPCP, which carries out primary and secondary treatment prior to discharge into the ocean. The remaining one-third is treated in the six satellite WRPs. At these plants, the wastewater goes through a three stage treatment process consisting of primary, secondary, and tertiary treatment stages. After tertiary treatment, water is available for use to recycled water customers, used for groundwater recharge, or discharged into the ocean.

Upon collection of wastewater from the Cities of Los Angeles County, wastewater undergoes primary treatment. In this stage, water is collected in long concrete tanks that act as a river. Primary treatment refers to the removal of macroscopic waste particles in the water. Light materials will flow to the top and heavier materials will sink to the bottom. Both the light and heavier materials can be removed and are sent to the JWPCP for disposal.

The primary treated water is sent to the second stage: secondary treatment. Secondary treatment acts as a biological treatment step to reproduce what naturally occurs in water treatment in rivers. The same microorganisms that feed on dissolved organic particles during natural water treatment are used in secondary treatment. Oxygen is supplied to create an ideal feeding environment for the microorganisms, decreasing the overall time required for treatment. As the microorganisms complete the feeding process, they sink to the bottom and are removed to be reused in another

batch of wastewater.

Finally, the water enters tertiary treatment, where water is sent through filters to remove any last suspended particles in the water. The filters contain layers of anthracite coal, sand, and gravel. Once sent through the filters, the water is disinfected. Chlorine from the disinfection process must be removed prior to use. Following the disinfection process and the removal of excess chlorine, water is safe for use and is distributed to the customers of the LACSD as reclaimed water. Reclaimed water that is not used is discharged into the ocean.

Urban Water Management Planning Act Requirement:

10633 (b) (Describe) the quantity of treated wastewater that meets recycled water standards, is being discharged, and is otherwise available for use in a recycled water project.

Approximately one-third the wastewater collected by the LACSD is treated to tertiary standards, as described above, and can be used as recycled water. The remaining two-thirds is treated to secondary standards only before being disinfected and discharged into the ocean. However, none of the collected wastewater is treated or disposed of within the City's service area, which is reflected in Table 6.5.2.

The wastewater volume generated by the City for fiscal year 2014-2015 was estimated based on the total water demand for the year, less any water use not captured by the City's sewer system. It was estimated that the water deliveries for irrigation (landscape and agricultural, including recycled water), fire hydrants, and water losses were not converted to wastewater. In addition, 42% of the total residential water deliveries were estimated to be used for indoor purposes, with 98% being captured as wastewater. The remaining residential water deliveries were assumed to be used for outdoor purposes and were not included in the wastewater estimates. 100% of the remainder of the water deliveries (commercial, industrial, and institutional) were assumed to be sent to the LACSD for treatment. In 2015, approximately 44% of the total potable water deliveries were estimated to have been captured as wastewater and sent to LACSD for treatment. The estimated wastewater collected in FY 2014-2015 is provided in Table 6.5.1 on the following page.

Table 6.5.1
Wastewater Treatment and Discharge Within Service Area in 2020

<input checked="" type="checkbox"/>	No wastewater is treated or disposed of within the UWMP service area. The supplier will not complete the table below.									
Wastewater Treatment Plant Name	Discharge Location Name or Identifier	Discharge Location Description	Wastewater Discharge ID Number (optional)	Method of Disposal	Does This Plant Treat Wastewater Generated Outside the Service Area?	Treatment Level	2020 volumes			
							Wastewater Treated	Discharged Treated Wastewater	Recycled Within Service Area	Recycled Outside of Service Area
<i>Add additional rows as needed</i>										
Total							0	0	0	0
NOTES: - This table intentionally left blank. - Corresponds with WUE Table 6-3R.										

Urban Water Management Planning Act Requirement:

10633 (c) (Describe) the recycled water currently being used in the supplier's service area, including, but not limited to, the type, place, and quantity of use

Recycled water is used at 34 sites within the City's service area, with a total 2018-2019 demand of 332 AF. The 2018-2019 LACSD Annual Status Report on Recycled Water Use, Table 8 identified that 34 of the customers used recycled water for landscape, athletic field, and nursery irrigation purposes, a single industrial customer used recycled water for concrete manufacturing, a single golf course was provided recycled water for irrigation, and there was a single agricultural recipient. Recycled water users requiring more than 20 AFY are identified in Table 6.5.2. The current and project recycled water direct, beneficial uses are listed in Table 6.5.3.

Table 6.5.2 Recycled Water — FY 2018-2019 Use		
Name	Recycled Water Demand	Water use
Compton Golf Course	44	Golf Course Irrigation
Paramount High School	30	Landscape Irrigation
Clearwater Junior High School	30	Landscape Irrigation
Robertson's Ready Mix	23	Industrial
Dills Park	31	Landscape Irrigation
Other Users	154	Landscape Irrigation

CBMWD has expanded its production of recycled water; however, the City was not allocated additional recycle water due to other projects claiming the allocations.

Table 6.5.3
Current and Projected Recycled Water Direct Beneficial Uses Within Service Area



Recycled water is not used and is not planned for use within the service area of the supplier.
 The supplier will not complete the table below.

Name of Agency Producing (Treating) the Recycled Water:		LACSD							
Name of Agency Operating the Recycled Water Distribution System:		CBMWD							
Supplemental Water Added in 2020		0							
Source of 2020 Supplemental Water		N/A							
Beneficial Use Type		General Description of 2015 Uses	Level of Treatment	2020	2025	2030	2035	2040	2045 (opt)
Agricultural irrigation		Produce	Tertiary	1	1	1	1	1	
Landscape irrigation (excludes golf courses)		Parks, schools, athletic fields, nurseries, medians, etc.	Tertiary	244	244	244	244	244	
Golf course irrigation		Golf course irrigation.	Tertiary	44	44	44	44	44	
Commercial use									
Industrial use		Concrete manufacturer	Tertiary	23	23	23	23	23	
Geothermal and other energy production									
Seawater intrusion barrier									
Recreational impoundment									
Wetlands or wildlife habitat									
Groundwater recharge (IPR)									
Surface water augmentation (IPR)									
Direct potable reuse									
Other	Type of Use								
Total:				312	312	312	312	312	0

NOTES:

- IPR = Indirect Potable Reuse
- CBMWD has increased their production of recycled water; however, City of Paramount was not allocated additional recycled water in the foreseeable future.
- Corresponds to WUE Table 6-4R.

Urban Water Management Planning Act Requirement:

10633 (d) (Describe and quantify) the potential uses of recycled water, including, but not limited to, agricultural irrigation, landscape irrigation, wildlife habitat enhancement, wetlands, industrial reuse, groundwater recharge, indirect potable reuse, and other appropriate uses, and a determination with regard to the technical and economic feasibility of serving those uses.

The 2008 CBMWD Recycled Water Master Plan identified areas for expansion of the entire CBMWD recycled water system. In total, the plan identified an additional 55,479 AFY of potential for recycled water use within the service areas of the CBMWD, SGVMWD, and USGVMWD. Of this potential additional use, 1,147 AFY was identified as demand that could be supplied through the City's recycled water system. The types and feasibility of these are located in Table 6.5.4. Expanding the recycled water system based on these recommendations was not considered feasible by the City because the CBMWD's capital improvement plan did not include these projects. Instead, the major project, the Southeast Water Reliability Project (SWRP), involving a much higher potential of recycled water users, was prioritized by CBMWD.

The City independently identified roadway medians adjacent to the existing recycled water distribution system during its 2015 Water Master Plan Update that would benefit from recycled water use, and the projects have been included in the City's capital improvement program. The SWRP and City's plans are described further in later sections.

**Table 6.5.4
Recycled Water — Potential Future Use**

User type	Description	Feasibility	2020	2025	2030	2035
Agricultural irrigation						
Landscape irrigation (CBMWD 2008 RWMP)	Parks, School Districts, Medians, Nursery's, etc.	No	612	612	612	612
Landscape irrigation (Paramount 2015 Water Master Plan Update)	Medians	Yes	0	26	26	26
Commercial irrigation ³						
Golf course irrigation						
Wildlife habitat						
Wetlands						
Industrial reuse	Laundry, Paramount Petroleum, Metals Processing	No	535	535	535	535
Groundwater recharge						
Seawater barrier						
Geothermal/Energy						
Indirect potable reuse						
Total			1,147	1,173	1,173	1,173

Urban Water Management Planning Act Requirement:

10633 (e) (Describe) the projected use of recycled water within the supplier's service area at the end of 5, 10, 15, and 20 years, and a description of the actual use of recycled water in comparison to uses previously projected pursuant to this subdivision.

Table 6.5.5 shows the projected 2015 use for recycled water in 2020. Table 6.5.6 shows the current and projected recycled water uses within the City's service area. It can be seen that the actual use for 2020 did not meet the expected projection. This could be due to a general decrease in the use of recycled water, both within the City and throughout the whole customer base of the LACSD.

Table 6.5.5 2015 UWMP Recycled Water Use Projection Compared to 2020 Actual			
<input type="checkbox"/>		Recycled water was not used in 2015 nor projected for use in 2020. The supplier will not complete the table below.	
Use Type		2015 Projection for 2020	2020 actual use
Agricultural irrigation		2	1
Landscape irrigation (excludes golf courses)		302	244
Golf course irrigation		29	44
Commercial use			
Industrial use		10	23
Geothermal and other energy production			
Seawater intrusion barrier			
Recreational impoundment			
Wetlands or wildlife habitat			
Groundwater recharge (IPR)			
Surface water augmentation (IPR)			
Direct potable reuse			
Other	Required for this use		
Total		343	312
NOTES: Corresponds to WUE Table 6-5R.			

Urban Water Management Planning Act Requirement:

10633 (f) (Describe the) actions, including financial incentives, which may be taken to encourage the use of recycled water, and the projected results of these actions in terms of acre-feet of recycled water used per year.

The City, CBMWD, and MWD encourage recycled water use among its customers. One of the most compelling ways to encourage the use of recycled water is through financial incentives. Recycled water is available at anywhere from a 30-50% discount to customers who use it over potable water. This allows financial savings while encouraging water conservation. In addition, the CBMWD encourages the use of recycled water by emphasizing the benefits of recycled water to its customers. Among these benefits include the increased reliability and the use of recycled water being consistent with the statewide goals for water conservation. CBMWD notes that, even during a drought, wastewater will still be produced and must be treated to recycled water

standards.

CBMWD will also advance funds necessary for retrofitting existing potable connections for use with recycled water. CBMWD realizes that the capital costs associated with this retrofitting may be unavailable. To prevent this from hindering the use of recycled water at these sites, CBMWD will retrofit the existing system and allow monthly reimbursement for advanced funds. Quantification of the results of the potential impact of the incentives is estimated below in Table 6.5.6.

Table 6.5.6 Methods to Encourage Recycled Water Use				
Actions	Projected Results			
	2020	2025	2030	2035
Financial Incentives	0	0	0	0
Total	0	0	0	0
Note: Units are in acre-feet per year				

In addition to the City and CBMWD incentives, MWD also has an extensive incentive program for encouraging the use of recycled water among its member agencies. Please refer to the Metropolitan Water District of Southern California 2020 UWMP for more information.

Urban Water Management Planning Act Requirement:

10633 (g) (Provide a) plan for optimizing the use of recycled water in the supplier's service area, including actions to facilitate the installation of dual distribution systems, to promote recirculating uses, to facilitate the increased use of treated wastewater that meets recycled water standards, and to overcome any obstacles to achieving that increased use.

A recycled water master plan was developed in 2008 for the CBMWD which includes the City's recycled water system. CBMWD assists to oversee the purchase, use, and sale of recycled water to the individual water purveyors in Los Angeles County.

The 2008 Recycled Water Master Plan identifies potential uses for recycled water within the City, as well as many other surrounding cities and water districts. The Plan includes recommendations and suggestions for improvement to the recycled water system. Recommendations were based on cost feasibility, as well as the potential customer demand for recycled water. Due to the low customer demand and high associated costs, recommendations were not made to include the City in the CBMWD's Capital Improvement Plan for expanding the recycled water system. Instead, priority was given to a project with larger potential users: the SWRP. The SWRP is the planned CBMWD system expansion that will complete the loop of the Rio Hondo and Century systems for flow reliability, system pressure, and to aid in chlorination. The ultimate capacity for the combined,

looped systems is projected to be 15,000 AFY. As envisioned, this will consist of approximately 11.4 miles of 30-inch cement-lined and coated steel pipeline to be built from the City of Pico Rivera, through the cities of Montebello, Commerce, and East Los Angeles to the City of Vernon. Construction on the first phase from Pico Rivera to the Montebello Golf Course was completed in the fall of 2011 and several sites have already been connected using approximately 400-500 AFY of the 1,000 AFY of identified demand. Construction of the Phase 2 from Montebello to Vernon will depend on funding, securing a customer base, and other outstanding institutional issues. Refer to the CBMWD's 2020 UWMP Update for further information.

In addition to the CBMWD's programs, the City identified in its 2015 Draft Water Master Plan Update opportunities to use recycled water for irrigation of ornamental turf grass in street medians within its service area. Recycled water produced by the LACSD is already conveyed across the City in a 24-inch trunk main located along the Southern California Railroad Corridor. An analysis of the beneficial locations of recycled water use in medians and estimated cost was prepared in May 2015. From the analysis a total of seven projects were identified that could save the City approximately 26.3 acre-feet annually, and the projects have been included in the recommended capital improvement program. Table 6.5.7 summarizes the City's efforts to expand recycled water use. CBMWD has not allocated additional recycled water supply to the City; however, the City is still reporting the plan for 2026.

Table 6.5.7 Methods to Expand Future Recycled Water Use			
<input type="checkbox"/>	Supplier does not plan to expand recycled water use in the future. Supplier will not complete the table below but will provide narrative explanation.		
Pg 6-25	Provide page location of narrative in UWMP		
Name of Action	Description	Planned Implementation Year	Expected Increase in Recycled Water Use
<i>Add additional rows as needed</i>			
Recycled Water Main Extensions for Turf Medians	Irrigation of ornamental turf grass in street medians (seven projects in total, see Notes).	2026	26
Total			26
NOTES: The seven irrigation projects provided by 2015 Water Master Plan Draft Update include: P1 - Alondra BLVD, P2 - Somerset / Downey / Paramount / Alondra Garfield, P3 - Somerset / Lakewood, P4 - Rosecrans / Downey / Century, P5 - Rosecrans / Paramount, P6 - Rosecrans / Garfield, P7 - Rosecrans (SCE to LA River).			

6.6 FUTURE WATER PROJECTS

Urban Water Management Planning Act Requirement:

10631 (h) (Describe) all water supply projects and water supply programs that may be undertaken by the urban water supplier to meet the total projected water use as established pursuant to subdivision (a) of Section 10635.

In accordance with a recommendation made in the City's 2015 Draft Water Master Plan Update, the City included construction of a new well, Well No. 16, to its capital improvement program to supplement the groundwater supply and allow for the decommissioning and abandonment of Well No. 13. In addition, this will allow the transition of Well No. 14 to a backup facility. As discussed in Section 6.2, Well No. 13 has been experiencing water quality issues and is currently used as backup for Wells 14 and 15. The addition of Well No. 16 will increase the reliability of the City's pumping capacity to ensure full utilization of its groundwater pumping rights. Refer to Table 6.1.1 for a summary of the City's future water supply projects providing quantifiable increases to the City's water supply.

**Table 6.6.8
Expected Future Water Supply Projects or Programs**

<input type="checkbox"/>	No expected future water supply projects or programs that provide a quantifiable increase to the agency's water supply. Supplier will not complete the table below.				
<input type="checkbox"/>	Some or all of the supplier's future water supply projects or programs are not compatible with this table and are described in a narrative format.				
Pg. 6-26	Provide page location of narrative in the UWMP				
Name of Future Projects or Programs	Joint Project with other agencies?	Description (if needed)	Planned Implementation Year	Planned for Use in Year Type	Expected Increase in Water Supply to Agency
Add additional rows as needed					
Well No. 16	No		TBD	Average Year	507
				Single-Dry Year	507
				Multi-Dry Year	507
NOTES:					
<ul style="list-style-type: none">- The expected increase in supply was estimated based on the average pumping capacity of the current well configuration (Wells 13, 14, 15)- Corresponds to WUE Table 6-7R.					

7 WATER SERVICE RELIABILITY & DROUGHT RISK ASSESSMENT

7.1 Constraints of Water Sources

Urban Water Management Planning Act Requirement:

CWC 10631(c)(2) For any water source that may not be available at a consistent level of use, given specific legal, environmental, water quality, or climatic factors, describe plans to supplement or replace that source with alternative sources or water demand management measures, to the extent practical

CWC 10634 The plan shall include information, to the extent practical, relating to the quality of existing sources of water available to the supplier over the same five-year increments as described in subdivision (a) of Section 10631, and the manner in which water quality affects water management strategies and supply reliability.

Currently, the only sources of potable water that the City of Paramount (City) utilizes are supplier pumped groundwater from the Central Basin and wholesale distributed water through Central Basin Water District (CBMWD). Additional water supplies are obtained by treating wastewater and using it as recycled water for irrigation purposes only. Although these are deemed reliable, each source has unique challenges to ensure that water will continue to be available. These challenges are shown in Table 7.1.1 and described below.

Table 7.1.1					
Factors Resulting in Inconsistence of Water Supply					
Water Supply Sources	Legal	Environmental	Water Quality	Climatic	Additional Information
Central Basin Groundwater	✓		✓	✓	NA
CBMWD Wholesale Water			✓		NA
Recycled Water			✓		NA

Central Basin Groundwater

Although it is deemed the most reliable and most cost-effective water supply source, several factors affect the reliability of the Central Basin supply. Despite these factors, the City still considers optimizing the use of groundwater from the Central Basin a priority for the future.

Legal

As the Central Basin is adjudicated, it is subject to legal considerations. The amount of groundwater allowed to be pumped is set at a constant rate by the adjudication agreement included in Appendix G of this plan. Although it is not anticipated that total water supplies from the Central Basin will decrease as a result of the adjudication, it is unlikely that they will increase with increasing demand. Therefore, alternative ways to supplement groundwater must be considered as increased pumping from the Basin will be legally restricted.

Water Quality

Groundwater quality from the Central Basin is discussed in Section 7.1.3 below.

Climatic

Groundwater levels are highly dependent on climate issues such as annual rainfall and average temperature. During dry or wet years, the groundwater levels in the Central Basin are dynamic due to the large number of water districts that use it as either a sole or major source of water. Inconsistency in water levels due to drought is generally a short-term event that can significantly impact the water supply to the City. Currently the CBMWD, in conjunction with the City and its other member agencies, has several preventative measures in place to mitigate the effects a drought may have on the overall water supply. These mitigation measures include maintaining a groundwater recharge system, surplus capacity, and emergency water connections for imported water. For more information on the effects of a drought, see Section 7.2, which identifies the water reliability during a normal year, single dry year, and multiple dry years.

CBMWD Wholesale Water

CBMWD identified that its water supply to the City is considered reliable and sufficient to meet projected demands. However, the reliability of the supply is also dependent on the water quality delivered by the State Water Project (SWP) to the Metropolitan Water District of Southern California (MWD). In general, the SWP quality has been considered good, with delivered water meeting the state threshold requirements. But as seawater intrusion into the Bay-Delta increases, water quality can be diminished. In addition, as water moves through the Bay-Delta, levels of total organic carbon and bromide are likely to increase. Water quality can also be affected by the amount of wastewater that is disposed as this provides a means for the transportation of salts

and pathogens into clean water supplies. To prevent these water quality issues from affecting the overall reliability of supply, water quality analyses are conducted throughout the delivery process and at the water treatment plants to ensure water is safe prior to delivery. Furthermore, state regulatory factors have included biological assessments affecting the amount of water delivered from the Delta to the SWP system to prevent degradation of water quality from the Delta. MWD, CBMWD, and the City are diligent in identifying poor water quality and will act immediately to ensure proper treatment so as to maintain a clean source of potable water.

Water Quality

Each of the City's water sources present its own, unique water quality issues. Issues that may cause concern regarding water quality are described in the subsections below. It should be noted the City of Paramount's 2019 Consumer Confidence Report did not identify any contaminant above the Maximum Contaminant Level (MCL). The following subsections are presented, not to indicate they are the source of current water quality violations in the City's water supply, but instead they are identified as potential issues of concern that should be monitored to ensure a high-quality water supply.

Central Basin Groundwater

Groundwater supplied by the Central Basin has historically met good water quality standards. However, the City has, at times, detected Arsenic and Manganese content above the MCL in City wells, requiring additional treatment to be performed at the well head to prevent distribution of poor-quality water. In addition to City water testing, conducted to ensure water quality is met while contaminant and bacteria presence are at acceptable levels, the CBMWD conducts its own water quality tests and monitoring of wells to ensure that water is acceptable for delivery within its service area as well as its purveyors' service areas.

Arsenic

Arsenic is a toxic chemical that can be found naturally in groundwater. In the United States it is most commonly found in southwest regions and is commonly known to cause skin cancer.

Historically, the arsenic levels in the groundwater at Well No. 13 averaged 15 ppb (parts per billion), which was considered to be acceptable. In 2006, the Federal MCL for arsenic was lowered to 10 ppb. As a result, the City was required to construct additional treatment at Well No. 13 to ensure that arsenic levels would be reduced to a level below the MCL. The new treatment facilities include a sodium bisulfite feed system for iron/manganese treatment; a ferric chloride chemical feed system for arsenic reduction; and pressure filters. Water quality issues regarding high

arsenic content have not been prevalent since the construction of the additional treatment systems.

Manganese

Elevated levels of manganese, exceeding the MCL set by the California Department of Public Health (CDPH) which were updated in 2003 to 0.5 ppm, have been noted at Well No. 13. In response to more stringent arsenic requirements (as described above), the City augmented the treatment system at Well No. 13. As part of this update, the City also included manganese treatment as part of the upgrade to ensure manganese levels will not exceed the MCL. Since the construction, no water quality issues regarding manganese have been noted. This was verified in the 2014.

CBMWD Wholesale Water

The water quality issues associated with the water supply to the City are the same as quality issues experienced by CBMWD, and similar to those experienced by MWD. MWD has identified threats to the water quality of water supplied through the Colorado River and the SWP. MWD reports that increased salinity and chemicals (i.e. chromium VI, etc.) in the water it is supplied with, as a theoretical water quality event, will cause at most a 15% reduction in supply. However, MWD also noted that if concentrations of these contaminants exceed the potable water quality threshold, tactics such as utilizing only small amounts of the affected water and diluting it with potable, processed water would reduce the concentration to treatable and acceptable levels. The MWD has stated that it “anticipates no significant reductions in water supply availability from [the Colorado River, SWP, and local groundwater] sources due to water quality concerns over the study period.”

The City realizes the importance of constantly assuring that the water it distributes meets potable water standards. Although there are no water quality issues that immediately threaten the supply to the City’s customers, the City maintains knowledge of water quality issues to prevent poor quality water from being distributed. The following are descriptions of the most pertinent issues of concern, due to either historically increasing levels of water salinity or threshold reductions (Chromium VI).

Salinity

Increased salinity in the water received from the Colorado River has required MWD to utilize one of the tactics described above: diluting SWP water with Colorado River water to reduce the overall salinity concentration. Although this has not caused water supply shortages, if salinity levels continue to increase, additional membrane treatment of water from the Colorado River may be

required. This could potentially increase the water purification process time and could result in a reduction in water supply rates.

To prevent a reduction in supply, MWD has established a Salinity Management Policy, which sets the goal of delivering water with less than 500 mg/L of total dissolved solids (TDS). Generally, this issue has only been observed with the Colorado River supply; the SWP has historically had significantly lower salinity levels.

Chromium VI (Hexavalent Chromium)

While currently there is no drinking water standard for Chromium VI, the California Office of environmental Health Hazard Assessment (OEHHA) established a Public Health Goal (PHG) for chromium VI in drinking water. The PHG proposes a goal of 0.02 pbb Chromium VI in drinking water. However, the development of the PHG is indicative of future potential standards for drinking water. MWD utilizes analytical testing to ensure that Chromium VI levels do not exceed the current standard. In the event that the Chromium VI standards are reduced, MWD would not have to change its testing method, as the current minimum threshold for its analytical testing is below the proposed concentration threshold.

MWD records of Chromium VI content reveal, if more stringent goals are implemented, additional treatment of SWP water may be required as levels have historically been noted to exceed the proposed PHG. The PHA released by the California OEHHA in July 2011 states that the PHG of 0.02 pbb is intended to be a “stringent health-protective goal” as opposed to a “maximum ‘safe’ level of chromium 6 in drinking water.” In contrast to SWP water, water from the Colorado River has historically been recorded as generally having undetectable levels of Chromium VI.

Table 7.2 indicates the potential impacts of water quality on the City’s water supply, as identified by CBMWD and MWD.

Table 7.1.2					
Water Quality - Current and Projected Water Supply Impacts					
Water Source	Description of Condition	2025	2030	2035	2040
Central Basin	No water quality issues expected	0	0	0	0
CBMWD Potable Water	No water quality issues expected	0	0	0	0
CBMWD Recycled Water	No water quality issues expected	0	0	0	0

7.2 Reliability by Type of Year

Urban Water Management Planning Act Requirement:

CWC 10631(c)(1) Describe the reliability of the water supply and vulnerability to seasonal or climatic shortage, to the extent practicable, and provide data for each of the following:

- (A) An average water year,*
- (B) A single dry water year,*
- (C) Multiple dry water years.*

All potable water supplies are pumped from the Central Basin or provided through the CBMWD as part of MWD and the SWP. The groundwater supply is available based on the ability of the City to pump the fully allotted amount through the Central Basin adjudication. Since the additional purchased supply is not directly obtained by the City, the determination of reliability will largely be based on CBMWD and MWD analyses to provide a consistent water supply to the City during normal, single dry, and multiple dry years. During these years, the City is committed to reducing water demand during times of drought in order to conserve water and improve reliability for future water supplies. For the purpose of this Plan, the Department of Water Resources defines average, single-dry, and multiple dry years as follows.

Average Year: A year, or an averaged range of years, that most closely represents the median water supply available to the agency.

Single-Dry Year: The year that represents the lowest water supply available to the agency.

Multiple Dry Years: The period that represents the lowest average water supply availability to the agency for a consecutive multiple year period (three years or more).

Table 7.3 identifies the normal, single dry, and multiple dry water years chosen to represent the water supply from CBMWD as well as the percentage/volume of supply that was available for public use. These percentage values do not represent additional supplies through surplus storage. Instead, they demonstrate the water available to be added to the supply system based on the hydrology of those years.

Climate Change:

According to the [California's Forth Climate Change Assessment](#), the City, and the greater Los Angeles Area, should consider increases in temperature, reduction in precipitation, increased fires, more frequent droughts, and changes in air quality, among others, as potential impacts of

climate change. Each of these impacts has the potential to develop into a water shortage scenario for the community. While direct impacts to the City are vague based on current reports, the City recognizes that continued efforts to increase water use efficiency are needed to mitigate the impacts of climate change. The following tables demonstrate the reliability of the City's water supply through multiple dry-year scenarios. It is likely, based on current information, that the likelihood of these scenarios will increase in the future.

Table 7.2.1 Bases of Water Year Data			
Year Type	Base Year	Available supplies if year type repeats	
		Volume Available (AFY)	% of Avg Supply
Average Year	2010	7543	100%
Single-Dry Year	2005	7605	101%
Multiple-Dry Years 1st Year	2005	7605	101%
Multiple-Dry Years 2nd Year	2006	7425	98%
Multiple-Dry Years 3rd Year	2007	7493	99%
Multiple-Dry Years 4th Year	2008	7482	99%
Multiple-Dry Years 5th Year	2009	7481	99%

AFY = acre-feet per year.

Note: Coordinated with WUE Table 7-1 R

In the single dry water year, demand increased and therefore more water was supplied to meet the demand due to increased temperatures, evapotranspiration rates, and a longer growing season. Throughout these years, the supply available from the Central Basin was assumed to remain consistent, regardless of the water years. Although this results in using more water than is naturally replenished during these years, water reserves are available to provide a reliable source of water in the event of another single dry year with similar hydrology. The only varying source is water available through the MWD. However, the MWD 2020 UWMP estimated that it would be able to meet all demands during normal, single dry, and multiple dry year scenarios in the next 25 years.

7.3 Supply and Demand Assessment

Urban Water Management Planning Act Requirement:

CWC 10635 Every urban water supplier shall include, as part of its urban water management plan, an assessment of the reliability of its water service to its customers during normal, dry, and multiple dry water years. This water supply and demand assessment shall compare the total water supply sources available to the water supplier with the total projected water use over the next 20 years, in five-year increments, for a normal water year, a single dry year, and multiple dry water years. The water service reliability assessment shall be based upon the information compiled pursuant to Section 10631, including available data from state, regional, or local agency population projections within the service area of the urban water supplier.

Tables 7.4 through 7.6, on the following pages, compare the total supply and demand as identified in Chapters 5 and 6 for normal, single dry, and multiple dry years. It can be seen that the supply available to the City, as estimated based on groundwater pumping and as provided in the CBMWD and MWD 2015 UWMPs, is less than the total demand for the year 2035. The City is committed to water conservation in normal, single dry and multiple dry years to help preserve precious water reserves and supplies.

The data provided for the normal, single dry, and multiple dry year scenarios is provided in the supply portion of the CBMWD 2015 Urban Water Management Plan. The plan identifies that during a single dry year scenario, demand may increase by approximately 0.2% over a normal year. CBMWD identified that supply was sufficient in a single dry year to meet this increased demand. During a multiple dry year, it was identified that the average demand may increase by 0.6%. However, these demand increases may not actually be seen during multiple dry year scenarios due to conservation measures that will be enacted. Conservation measures may offset the predicted increase in demand over a multiple dry year period. CBMWD did not identify any reliability issues with delivering water during a single or multiple dry year period and identified that supply would be sufficient to meet demand.

It should be noted the following table outline reliability estimates for potable water during normal, single-dry, and multiple-dry year scenario. The values below do not account for reclaimed water which is expected to increase significantly due to developments at the World Energy facility. The project intends to obtain an additional 2,507AF of reclaimed water from CBMWD. Although unaccounted for in the estimates below, CBMWD has provided a statement to the City that it is fully capable of providing the additional reclaimed water for the facility.

Table 7.3.1
Supply and Demand Comparison — Normal Year

	2025	2030	2035	2040
Supply Totals	7,876	7,902	7,902	7,902
Demand Totals	5,955	6,074	6,194	6,320
Difference	1,921	1,828	1,708	1,582

Units are in acre-feet per year.

Note: Coordinated with WUE Table 7-3 R

During a normal year, it can be seen that the City will pump the water available through the City's allocated pumping rights. The water demand surpasses water supply in 2035 by 142 acre-feet per year; this difference will be supplied as necessary through CBMWD.

Table 7.3.2
Supply and Demand Comparison — Single Dry Year

	2025	2030	2035	2040
Supply Totals	7,955	7,981	7,981	7,981
Demand Totals	5,967	6,086	6,206	6,333
Difference	1,988	1,895	1,775	1,648

Units are in acre-feet per year.

The demand in a single dry year was estimated to increase by approximately 0.2%. During a single dry year, CBMWD and the City expect to have supplies available that exceed this demand increase, except for the year of 2035. In the event this water shortage, measures outlined in the Water Shortage Contingency Plan (described in more detail in Chapter 8) will be implemented to prevent overdraft conditions, as well as preserve the water supply.

Table 7.3.4
Supply and Demand Comparison — Multiple Dry-Year Events

		2025	2030	2035	2040
Multiple-dry year first year supply	Supply Totals	7,955	7,981	7,981	7,981
	Demand Totals	5,967	6,086	6,206	6,333
	Difference	2,028	1,895	1,775	1,648
Multiple-dry year second year supply	Supply Totals	7,718	7,493	7,493	7,493
	Demand Totals	6,325	6,452	6,578	6,713
	Difference	1,393	1,041	915	780
Multiple-dry year third year supply	Supply Totals	7,797	7,823	7,823	7,823
	Demand Totals	6,705	6,838	6,973	7,116
	Difference	1,092	985	850	707
Multiple-dry year fourth year supply	Supply Totals	7,797	7,823	7,823	7,823
	Demand Totals	7,107	7,249	7,391	7,543
	Difference	690	574	432	280
	Supply Totals	7,797	7,823	7,823	7,823

Multiple-dry year fifth year supply	Demand Totals	7,533	7,683	7,835	7,995
	Difference	264	140	(-12)	(-172)

Units are in acre-feet per year

CBMWD anticipates a supply that could exceed water demand in a multiple dry year period. However, in stages of more severe water shortages, the City may ration supplies as necessary, and implement water conservation measures resulting in up to a 50% water use reduction. This will be implemented in situations when water supply is projected to reach dangerously low levels, and an emergency situation is imminent.

7.4 Regional Supply Reliability

Urban Water Management Planning Act Requirement:

CWC 10620(f) An urban water supplier shall describe in the plan water management tools and options used by that entity that will maximize resources and minimize the need to import water from other regions.

Water supply reliability includes the pumped groundwater from the Central Basin, the availability of the water purchased through the CBMWD and the distribution system that makes up the City's recycled water supply. Each of these sources is considered to be a reliable water supply to the City. Recently, the City constructed a new well to supplement its water supply and reduce its dependence on imported water from the CBMWD. Well No. 15 provides the capability for the City to pump the full allotted amount through the adjudication agreement.

Since a portion of the City's water supply is provided by CBMWD, which in turn is provided through the MWD and the SWP, the reliability analysis for this water source will be heavily dependent on the reliability analyses of these agencies. Although the City is dependent on these sources to provide a reliable water supply, the City also works with the CBMWD to ensure water reliability in the future. As it is not possible to support the entire water demand through groundwater, because of the adjudication agreement, the City will continue to work with CBMWD to ensure that the necessary improvements are made to ensure a high quality and reliable source of water.

7.4 Drought Risk Assessment

Urban Water Management Planning Act Requirement:

CWC 10635(b) . Every urban water supplier shall include, as part of its urban water management plan, a drought risk assessment for its water service to its customers as part of information considered in developing the demand management measures and water supply projects and programs to be included in the urban water management plan. The urban water supplier may conduct an interim update or updates to this drought risk assessment within the five-year cycle of its urban water management plan update.

In accordance with the water code, the City has prepared a Drought Risk Assessment (DRA) in accordance with the water code. The City estimated sufficient water supply should be available to meet demands based on reported additional supplies from CBMWD through MWD and anticipated water conservation efforts set forth in the Water Shortage Contingency Plan and City Ordinance 1050 for Water Conservation. The following section outline the specific requirements of the water code and explain how the City meets compliance.

Urban Water Management Planning Act Requirement:

CWC 10635(b)(1) (1) A description of the data, methodology, and basis for one or more supply shortage conditions that are necessary to conduct a drought risk assessment for a drought period that lasts five consecutive water years, starting from the year following when the assessment is conducted.

Data for the DRA was based on current and historic water demand records for the City and estimated using the same tools used to complete the update to the Urban Water Management Plan. The City population was estimated using linear percentage increases based on Department of Finance E-1 projections between pillar years (2020-2025). Additionally, water supply was calculated utilizing the same methodology used to determine the multiple dry year scenario. Working with historical water supply values and then applying that percent to the current water supply over successive years to develop a multiple dry-year scenario beginning in the current planning year. The values reflect what supply and demand might look like if the City entered into a multiple dry-year scenario beginning in the current year.

Urban Water Management Planning Act Requirement:

CWC 10635(b)(3) A comparison of the total water supply sources available to the water supplier with the total projected water use for the drought period.

The following tables outline the projected water supply and demand throughout the drought scenario. These tables were developed utilizing DWR's Optional Planning Tool and utilizes the methodologies included in the Urban Water Management Plan Guidebook.

As noted above, CBMWD has stated it can provide sufficient water for the foreseeable future even in multiple dry-year conditions. So, for the purpose of these tables, and deficiencies were met assuming supplemental water could be provided by CBMWD. While CBMWD is available to meet consumer demands, it is more economically sustainable for the City to implement the water conservation measures outlined in City Ordinance 1050 and the WSCP to avoid the need for supplemental water.

Table 7.3.5 Drought Risk Assessment Table	
2021	Total
Total Water Use	5,448
Total Water Supplies	5,501
Surplus/Shortfall w/o WSCP Action	53
Planned WCSP Actions	
WSCP -supply augmentation benefit	None
WSCP- use reduction savings benefit	None
Revises Surplus/Shortfall	53
Resulting % Use Reduction from WSCP action	0%
2022	Total
Total Water Use	5,469
Total Water Supplies	5,338
Surplus/Shortfall w/o WSCP Action	-131
Planned WCSP Actions	
WSCP -supply augmentation benefit	131
WSCP- use reduction savings benefit	
Revises Surplus/Shortfall	0
Resulting % Use Reduction from WSCP action	0%

Table 7.3.5 Drought Risk Assessment Table	
2023	Total
Total Water Use	5,491
Total Water Supplies	5,391
Surplus/Shortfall w/o WSCP Action	-100
Planned WCSP Actions	
WSCP -supply augmentation benefit	100
WSCP- use reduction savings benefit	
Revises Surplus/Shortfall	0
Resulting % Use Reduction from WSCP action	0%
2024	Total
Total Water Use	5,511
Total Water Supplies	5,391
Surplus/Shortfall w/o WSCP Action	-120
Planned WCSP Actions	
WSCP -supply augmentation benefit	120
WSCP- use reduction savings benefit	None
Revises Surplus/Shortfall	0
Resulting % Use Reduction from WSCP action	0%
2025	Total
Total Water Use	5,531
Total Water Supplies	5,341
Surplus/Shortfall w/o WSCP Action	-190
Planned WCSP Actions	
WSCP -supply augmentation benefit	190
WSCP- use reduction savings benefit	Variable
Revises Surplus/Shortfall	0
Resulting % Use Reduction from WSCP action	0%

Note: Units are in Acre-Feet

Noe: Coordinates with WUE Table 7-5

Urban Water Management Planning Act Requirement:

CWC 10635(b)(4) Considerations of the historical drought hydrology, plausible changes on projected supplies and demands under climate change conditions, anticipated regulatory changes, and other locally applicable criteria.

Table 4.1.1 illustrates gross and per capita water use for the City for many years including FY 2012-2017. These years framed a historic drought in California which inspired the changed to the water code which necessitate the development of the DRA. During this period, the City successfully supplied water to the community. This was achieved though significant improvements in water conservation measures and public outreach. As the table demonstrates, the City has continued to improve its water conservation efforts, easily surpassing water use goals for 2020. With water usage per capita values continuing to improve and reliable supplemental water from CBMWD at hand, the City is confident in its ability to continue to provide reliable water service even if drought condition, such as the 2012 drought, were to reoccur.

At the time of this report, there are no recognized significant impacts due to climate change which will impede the City's ability to provide water service. Furthermore, DWR efforts to improve water use efficiency through reduced water losses will only improve resiliency as the City strives for compliance.

8 WATER SHORTAGE CONTINGENCY PLAN

8.1 Water Supply Reliability Analysis

Currently, the only sources of potable water that the City of Paramount (City) utilizes are supplier pumped groundwater from the Central Basin and wholesale distributed water through Central Basin Water District (CBMWD). Ground water has been deemed the most reliable and cost - effective water supplier source and the City intends to prioritize optimizing the use of groundwater for the future.

Chapter 7 of the Urban Water Management Plan (UWMP) goes into detail about the anticipated water supply and demand over the next twenty years. Between wholesale water provided by the CBMWD and adjudicated groundwater pumping rights, the water supply is considered to be reliable over the next twenty years in normal, dry, and multiple-dry year scenarios. Below are the tables from Chapter 7 demonstrating the water supply/demand reliability estimates over the next twenty years.

Table 8.1.1				
Supply and Demand Comparison — Normal Year				
	2025	2030	2035	2040
Supply Totals	7,876	7,902	7,902	7,902
Demand Totals	5,955	6,074	6,194	6,320
Difference	1,921	1,828	1,708	1,582

Units are in acre-feet per year.

Note: Coordinated with WUE Table 7-3 R

During a normal year, it can be seen that the City will pump the water available through the City's allocated pumping rights. The water demand surpasses water supply in 2040 by 1,582 acre-feet per year; this difference will be supplied as necessary through CBMWD.

Table 7.3.2				
Supply and Demand Comparison — Single Dry Year				
	2025	2030	2035	2040
Supply Totals	7,955	7,981	7,981	7,981
Demand Totals	5,967	6,086	6,206	6,333
Difference	1,988	1,895	1,775	1,648

Units are in acre-feet per year.

The demand in a single dry year was estimated to increase by approximately 0.2%. During a single dry year, CBMWD and the City expect to have supplies available that exceed this demand increase, except for the year of 2040. In the event this water shortage, measures outlined in the Water Shortage Contingency Plan will be implemented to prevent overdraft conditions, as well as preserve the water supply.

Table 7.3.4					
Supply and Demand Comparison — Multiple Dry-Year Events					
		2025	2030	2035	2040
Multiple-dry year first year supply	Supply Totals	7,955	7,981	7,981	7,981
	Demand Totals	5,967	6,086	6,206	6,333
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	Difference	690	574	432	280
Multiple-dry year fifth year supply	Supply Totals	7,797	7,823	7,823	7,823
	Demand Totals	7,533	7,683	7,835	7,995
	Difference	264	140	(-12)	(-172)

Units are in acre-feet per year

CBMWD anticipates a supply that could exceed water demand in a multiple dry year period. However, in stages of more severe water shortages, the City may ration supplies as necessary,

and implement water conservation measures resulting in up to a 50% water use reduction. This will be implemented in situations when water supply is projected to reach dangerously low levels, and an emergency situation is imminent.

8.2 Annual Water Supply and Demand Assessment Procedures

As a water supplier, the City must prepare an Annual Assessment. The Annual Assessment is a determination of the near-term outlook for supplies and demands and how a perceived shortage may relate to WSCP shortage stage response actions in the current calendar year; this determination is based on known circumstances and information available to the City at the time of the analysis. Starting in 2022, the Annual Assessment will be due by July 1 of every year, as indicated by CWC Section 10632.1.

The Annual Assessment will be primarily based on the City's ongoing supply-demand tracking process which is exhibited in monthly report by water personnel. These monthly analyses provide key information for Metropolitan to manage resources to meet a range of estimated demands and adjust to changing conditions throughout the year.

By June, Water personnel will present a completed Annual Assessment for approval by the City Council for approval of Annual Assessment determinations. This presentation will include a request that the approval of the Annual Assessment determination also appropriately triggers any recommended specific shortage response actions resulting from the assessment. Upon approval, Metropolitan staff will then formally submit the Annual Assessment to the Department of Water Resources (DWR) by July 1 each year.

Assessment Methodology

Because shortages are based on the difference between expected supplies and demand under assumed current year and dry year conditions, the evaluation criteria to be used in the Annual Assessment for determining a shortage include the following:

- Characterization of the current year and dry year scenarios based on best-available data,
- Estimation of available core supplies, and
- Estimate of projected demands.

Together, these three criteria provide the necessary information to calculate shortage percentages by dividing the difference between total core supplies and unconstrained demand by total unconstrained demand, under current year and dry year scenarios.

8.3 Six Standard Water Shortage Stages

The City of Paramount (City) developed a six-level rationing plan to be implemented when the City experiences a shortage in the water supply. According to the plan, the City Council, upon the request of the City Manager and General Manager, is given the authority to declare a stage of action and implement reduction measures. Table 8.3.1 below provides an outline of each phase and the associated percentage of water supply reduction.

Table 8.3.1 Stages of Water Shortage Contingency Planning			
Shortage Level	Stage (Ord. 1050)	Percent Supply Reduction	Water Supply Condition
Shortage Level 1	Stage I: Moderate (a)	0-10%	A Level I Water Supply Shortage exists when the City Council determines, in its sole discretion, that due to drought or other water supply conditions, a water supply shortage or threatened shortage exists and a 10% consumer demand reduction is necessary to make more efficient use of water and appropriately respond to existing water conditions.
Shortage Level 2	Stage I: Moderate (b)	11-20%	A Level II Water Supply Shortage exists when the City Council determines, in its sole discretion, that due to drought or other water supply conditions, a water supply shortage or threatened shortage exists and a 20% consumer demand reduction is necessary to make more efficient use of water and appropriately respond to existing water conditions.

Table 8.3.1
Stages of Water Shortage Contingency Planning

Shortage Level	Stage (Ord. 1050)	Percent Supply Reduction	Water Supply Condition
Shortage Level 3	Stage II: Severe (a)	21-30%	A Level III Water Supply Shortage exists when the City Council declares, in its sole discretion, that due to drought or other water supply conditions, a water supply shortage or threatened shortage exists and a 30% consumer demand reduction is necessary to make more efficient use of water and appropriately respond to existing water conditions.
Shortage Level 4	Stage II: Severe (b)	31-40%	A Level IV Water Supply Shortage exists when the City Council declares, in its sole discretion, that due to drought or other water supply conditions, a water supply shortage or threatened shortage exists and a 40% consumer demand reduction is necessary to make more efficient use of water and appropriately respond to existing water conditions.
Shortage Level 5	Stage III: Critical	41-50%	A Level V Water Supply Shortage is referred to as a Water Shortage Emergency. A Level V condition exists when the City Council declares, in its sole discretion, a water shortage emergency and notifies its residents and businesses that a 50% reduction in consumer demand reduction is necessary to make more efficient use of water and appropriately respond to existing water conditions

Table 8.3.1
Stages of Water Shortage Contingency Planning

Shortage Level	Stage (Ord. 1050)	Percent Supply Reduction	Water Supply Condition
Shortage Level 6	Stage IV: Emergency	+51%	A Level V Water Supply Shortage is referred to as a Water Shortage Emergency. A Level V condition exists when the City Council declares, in its sole discretion, a water shortage emergency and notifies its residents and businesses that a 50% reduction in consumer demand is necessary to maintain sufficient water supplies for public health and safety, pursuant to Water Code Section 350 et seq.

8.4 Shortage Response Actions

In the event of a significant reduction of water supply, the City has six stages of actions to take and policies to implement in order to minimize the impacts of water shortage, prepare for an increase in shortage, and attempt to conserve water to prevent further shortages. Table 8.4.1 on the following page provides an overview of the mandatory prohibitions and the consumption reduction methods the City will implement to compensate for a water shortage of up to 50%.

Table 8.4.1 Restrictions and Prohibitions on End Uses		
Stage	Restrictions and Prohibitions of End Users	Penalty, Charge, or Other Enforcement
1	Landscape - Limit landscape irrigation to specific days	Yes
1	Other - Customers must repair leaks, breaks, and malfunctions in a timely manner	Yes
1	Landscape - Restrict or prohibit runoff from landscape irrigation	Yes
1	Other - Prohibit use of potable water for washing hard surfaces	Yes
2	Water Features - Restrict water use for decorative water features, such as fountains	Yes
2	CII - Restaurants may only serve water upon request	Yes
2	Other - Prohibit use of potable water for construction and dust control	Yes
3	Landscape – Increased limit for landscape irrigation to specific days	Yes
3	Other - Customers must repair leaks, breaks, and malfunctions in a timely manner	Yes
3	Water Features - Restrict water use for decorative water features, such as fountains	Yes
4	Other - Prohibit vehicle washing except at facilities using recycled or recirculating water	Yes
4	Landscape - Other landscape restriction or prohibition	Yes
4	Main line flushing is allowed for emergency purposes only	Yes
5	Other - Customers must repair leaks, breaks, and malfunctions in a timely manner	Yes
6	Additional prohibited uses as determined by the City Council.	Yes

Level 1 and 2 Water Supply Shortage (0% - 20% reduction)

The following mandatory water conservation requirements apply during such time that the Stage 1 Water Supply Shortage is in effect:

Limits on Watering Days: Watering or irrigation of lawn, landscape or other vegetated area with potable water is limited to 3 days per week. During the months of November through March, watering or irrigation of lawn, landscape or other vegetated area with potable water is limited to no more than 2 days per week. This provision does not apply to landscape irrigation systems that exclusively use very low-flow drip type irrigation systems when no emitter produces more than 2 gallons of water per hour. This provision does not apply to use of a hand-held bucket or similar container, a hand-held hose equipped with a positive self-closing water shut-off device, or for very short periods for the express purpose of adjusting or repairing an irrigation system.

Obligation to Fix Leaks, Breaks or Malfunctions: All leaks, breaks, or other malfunctions in the water user's plumbing, distribution, or irrigation system must be remedied within seventy two (72) hours of observation and/or notification by the City.

No Excessive Water Flow or Run-Off: Watering or irrigation of any lawn, landscape or other vegetated area in a manner that causes or allows excessive water flow or run-off onto an adjoining sidewalk, driveway, street, alley, gutter or ditch must be must be repaired within 5 days of observation and/or notification by the City.

No Washing Down Hard or Paved Surfaces: Washing down hard or paved surfaces, including but not limited to sidewalks, walkways, driveways, parking areas, tennis courts, patios or alleys is prohibited except when necessary to alleviate safety or sanitary hazards and only by use of a hand-held bucket or similar container, a low-volume high pressure cleaning machine equipped to recycle any water used or a low volume high pressure water broom.

Re-Circulating Water Required for Water Fountains and Decorative Water Features: Operating a water fountain or other decorative water feature that does not use re-circulating water is prohibited.

Limits on Washing Vehicles: Using water to wash or clean a vehicle including but not limited to any automobile, truck, van, bus, motorcycle, boat or trailer whether motorized is prohibited, except by use of a hand-held bucket or similar container or a hand-held hose equipped with a positive self-closing water shut-off nozzle or device.

Drinking Water Served Upon Request Only: Restaurants are prohibited from providing drinking water to any person unless expressly requested by that person.

Other Prohibited Uses:

- Use only recycled water for construction site dust control, consolidation of backfill.

- The City Council may implement other prohibited water uses as determined by the City after notice to customers.

Level 3 and 4 Water Supply Shortage (21% - 40% reduction).

The following mandatory water conservation requirements, in addition to the Stage 1 actions, apply during such time that the Stage 2 Water Supply Shortage is in effect:

Limits on Watering: Watering or irrigation of lawn, landscape or other vegetated area with potable water is limited to 2 days per week. During the months of November through March, watering or irrigation of lawn, landscape or other vegetated area with potable water is limited to no more than 1 day per week. This provision does not apply to landscape irrigation systems that exclusively use very low-flow drip type irrigation systems when no emitter produces more than 2 gallons of water per hour. This provision does not apply to use of a hand-held bucket or similar container, a hand-held hose equipped with a positive self-closing water shut-off device, or for very short periods for the express purpose of adjusting or repairing an irrigation system.

Obligation to Fix Leaks, Breaks or Malfunctions: All leaks, breaks, or other malfunctions in the water user's plumbing, distribution, or irrigation system must be remedied within forty eight (48) hours of observation and/or notification by the City.

Other Prohibited Uses:

- No filling, cleaning and/or refilling of decorative fountains, ornamental lakes or ponds except to the extent needed to sustain aquatic life, provided that such animals have been actively managed within the water feature prior to declaration of this supply shortage stage.
- Residential car washing prohibited. Use car washes available with water recycling systems.
- The filling or topping off of any new or existing residential pools or outdoor spas is prohibited.
- Planting of new turf grass is prohibited.
- Outdoor evaporative mist coolers are prohibited.
- Main line flushing is allowed for emergency purposes only.
- The City may implement other prohibited water uses as determined by the City Council, after notice to Customers.

Level 5 and 6 Water Supply Shortage – Emergency Condition (Greater than 41% reduction)

The following mandatory water conservation requirements, in addition to Stage 1 and Stage 2 actions, apply during such time that the Stage 3 Water Supply Shortage is in effect:

No Watering or Irrigating: Watering or irrigating of lawn, landscape or other vegetated area with potable water is restricted in accordance with allotments as set forth by the City during a Stage 3 Water Supply Shortage. This restriction does not apply to the use of recycled water or to the following categories of use:

- Maintenance of existing landscape necessary for fire protection;
- Maintenance of existing landscape for soil erosion control;
- Maintenance of plant materials identified to be rare or essential to the well-being of protected species;
- Maintenance of landscape within active public parks and playing fields, daycare centers, golf course greens, and school grounds, provided that such irrigation does not exceed 2 days per week;
- Actively irrigated environmental mitigation projects.

Obligation to Fix Leaks, Breaks or Malfunctions: All leaks, breaks, or other malfunctions in the water user's plumbing, distribution, or irrigation system must be remedied within twenty four (24) hours of observation and/or notification by the City.

Other Prohibited Uses: The City may implement other prohibited water uses as determined by the City Council, after notifying customers.

Shortage Response Action Effectiveness

Efficacy of demand reduction efforts is difficult to estimate or predict, but water savings are a function of the extent to which public information campaigns reach water users and the degree of consumer response to those messages. Consistent with the Communications Plan in the following section, anticipated shortages will involve an appropriately sized outreach campaign to address the targeted demand reduction, which depends on the combined effectiveness of other shortage response actions.

As shown in the following table, reduction responses are designed to reduce demands up to approximately 50% of water demands. This WSCP contains six levels at which water reduction responses will be applied to achieve appropriate levels of use reduction. Table 8.4.1 gives examples of estimated savings by each level using a hypothetical base demand of 5,427 AF.

Actual reductions and base demands are based on a formula that includes various factors such as actual local supply production, population growth, and conservation.

Water Shortage Level	Approximate Percent Reduction	Example Base Demand	Estimated Demand Reduction
1	10%	5427 AF	543 AF
2	20%		1,085 AF
3	30%		1,628 AF
4	40%		2,171 AF
5	50%		2,714 AF
6	+50%*		2,985 AF

Note: 55% used for estimation purposes

Catastrophic Supply Interruptions

Catastrophic failures that put the water supply at risk include fires and earthquakes that could damage the infrastructure of the water distribution system. In the event of a catastrophic event that prevents the City from obtaining water for distribution, the Central Basin Municipal Water District (CBMWD) implements actions and methods to continue supplying water to customers of its member agencies. Water reserves are available to the Metropolitan Water District of Southern California (MWD) through Diamond Lake, as well as other surface reservoirs, and it is estimated that MWD could provide full supply for up to six (6) months for all of its service areas following a catastrophic event that disrupts the supply of water. In addition, methods to ensure that water is continually supplied to the customers include stockpiling emergency pipeline repair materials and coordinating with the California Emergency Management Agency (Cal EMA) and Emergency Operations Center (EOC) in the event of a catastrophic disruption of supply.

Any effect seen by the CBMWD during a catastrophic event would impact the water supply to the City. As a result, the City is subject to the actions and rationing of CBMWD. During any kind of catastrophic event that disrupts the water supply, including a regional power outage or an earthquake, the City, in conjunction, with CBMWD and MWD are prepared to continue providing a reliable source of water.

Regional Power Outage

The City has identified the possibility of a regional power outage and its effect on the water supply. In the event of a regional power outage, the City has backup generators available to ensure that water pumping continues through the wells and pumping stations. In addition, to ensure the imported water supply is made available, MWD has backup generation at its facilities, as well as

the ability to employ gravitational flow from regional reservoirs such as Lake Mathews, Castaic Lake, and Silverwood Lake. Mobile generators are also available as needed.

Earthquake

In the event of a catastrophic earthquake, the City can coordinate with MWD and CBMWD to ensure that any damage lines are repaired as necessary to continue distributing water. In this event, MWD would activate its Emergency Operation Center (EOC) to quickly respond to emergencies and provide emergency services to its customers. The goal of the EOC is to identify leaks and other weaknesses in the system following a catastrophic earthquake, and to quickly isolate the problem in order to reduce wasted water and provide a potable water supply to the population.

With population growth, energy shortages, earthquakes, and the threat of terrorism experienced by California; maintaining the gentle balance between water supply and demand is a complicated task that requires planning and forethought. In the event that a water shortage occurs, simple measures can be implemented to conserve the water supply at a public level. Below, stages are discussed during which various conservation measures will be imposed by the City and CBMWD.

8.5 Communication Protocols

Effectual reduction of water usage begins with effectual communication; both with the public and heads of City management. Water personnel are responsible for communicating increasing water shortage conditions and educating both the public and City management about the necessity and way to conserve limited water supplies. In addition, Water personnel will collaborate with CBMWD and the Metropolitan Water District to improve water reliability and infrastructure. Water personnel will strive to;

- Motivate the public to:
 - Increase conservation.
 - Follow voluntary or mandatory water use guidelines.
 - Participate in water-saving incentive programs.
- Raise awareness about:
 - Water shortage and/or drought conditions
 - Water sources, supplies, and reserves.
 - Local, regional, and state regulations
- Educate the public about:
 - Water supply reliability

- Water infrastructure and delivery
 - Water quality
- Prepare City Management for:
 - Varying water supply conditions
 - Escalating supply shortage levels

Standard communication

Conservation as a way of life remains central to messaging during normal supply conditions. Regional rebate programs, indoor and outdoor water use efficiency, investments to maintain infrastructure, emergency preparedness, local supply programs, water quality, and regional supply reliability are among some of the themes that make up normal supply period's communications mix to encourage ongoing conservation actions. Below is a snapshot of the various strategies involved:

- Social Media
- City Website
- Community Events
- Education Outreach
- Business Outreach

8.6 Compliance and Enforcement

In the event of a water supply shortage, violators can face a maximum fine of \$1,000 or imprisonment for no more than 30 days. Table 8.3 describes the penalties associated with single and recurring violations which are outlined in the ordinance. This includes a first warning and subsequent fines increasing from \$100. On the fifth violation, a notice of intent to install a flow restrictor, with the financial burden of the installation of a flow restrictor lying on the suspected violator of the ordinance, will be implemented.

Table 8.3.1
Penalties and Charges

Violation	Stage 1 Penalty or Charge	Stages 2 & 3 Penalty or Charge
First Violation	Written courtesy door hanger describing the violation and deliver a copy of this ordinance by mail	Fine not to exceed one hundred dollars (\$100.00)
Second Violation	Fine not to exceed one hundred dollars (\$100.00)	Fine not to exceed two hundred dollars (\$200.00)
Third Violation	Fine not to exceed one hundred and fifty dollars (\$150.00).	Fine not to exceed two hundred fifty dollars (\$250.00)
Fourth Violation	Fine not to exceed two hundred dollars (\$200.00)	Fine not to exceed two hundred fifty dollars (\$250.00)
Fifth Violation	Fine not to exceed two hundred and fifty dollars (\$250.00) and the City may install a Flow Restrictor with the financial burden of the Flow Restrictor lying on the suspected violator	Fine not to exceed five hundred dollars (\$500.00) and the City may install a Flow Restrictor with the financial burden of the Flow Restrictor lying on the suspected violator

8.7 Legal Authorities

California Water Code Section 350 et seq. authorizes any public entity to declare a water shortage emergency and, upon declaration of that emergency, adopt regulations and restrictions on the delivery and consumption of water in order to conserve water resources during the period of the emergency and until the supply of water available for distribution by the suppliers has been replenished or augmented. For the City, the City Council, along with the City manager, has the ability to declare a state of water shortage and enforce response actions appropriate to the scenario. City Ordinance 1050 lays out the City's plan for implementing reduction measures depending on the severity of the shortage. In 2020, the water code was updated mandating additional water shortage levels be added through the development of this Water Shortage Contingency Plan. This plan seeks to build off the existing ordinance, adding the additional measures to meet Water Code 10635.

8.8 Financial Consequences of WSCP Activation

The City purchases imported water from CBMWD at a two-tiered rate structure. This rate structure promotes water conservation and regional supply reliability. The City is committed to a voluntary purchase agreement with CBMWD, which outlines the amount of water to be purchased at a Tier 1 rate and the cost of the Tier 2 rate for water purchases that exceed the Tier 1 allotment.

In order to further promote water conservation and supply reliability, the City has adopted a similar rate structure for its customers. The City utilizes a two-tier structure for each customer account category. The City's water rate schedule is updated on a yearly basis. See the [City's website](#) for water current rates. Note that 1 unit is equivalent to 100 cubic feet or 748 gallons.

Variation in the amount of revenues is already part of the City's financial planning. Revenues vary according to weather patterns and the availability of water supplies. In dry years, local demands increase, and the City may receive higher than anticipated revenues due to increased sales volumes. In contrast, in wet years, demands decrease, and revenues drop due to lower sales volumes. Such revenue surpluses and shortages could cause instability in water rates. To mitigate this risk, the City maintains financial reserves, with a minimum and target balance, to stabilize water rates during times of reduced water sales. The reserves hold revenues collected during times of high-water sales and are used to offset the need for revenues during times of low sales. The City's practice of using reserves to buffer unexpected increases or decreases in budgeted revenue also applies to unexpected expenditure increases or decreases resulting from shortage responses.

8.9 Monitoring and Reporting

Consistent with California Governor's Executive Order B-29-25, the City is currently monitoring and comparing monthly consumption and production rates to the same months in 2013 in order to determine levels of water usage reduction. These rates rely on groundwater pumping and water purchase transaction records as well as end user meter readings to determine water quantities. Should water shortage conditions remain, the City will continue to use these methods to document and analyze measurable progress in water savings against previous years.

8.10 WSCP Refinement Procedures

The WSCP will be periodically re-evaluated to ensure that its shortage risk tolerance is adequate, and the shortage response actions are effective and up to date based on lessons learned from implementing the WSCP. The WSCP will be revised and updated during the UWMP update cycle to incorporate updated and new information. For example, actions that are no longer applicable for reasons such as program expiration will be removed. However, if revisions to the WSCP are warranted before the UWMP is updated, the WSCP will be updated outside of the UWMP update cycle. In the course of preparing the Annual Assessment each year, City staff will routinely consider the functionality the overall WSCP and will prepare recommendations for the City Council if changes are found to be needed.

8.11 Special Water Feature Distinction

The City did not identify any special water features.

8.12 Plan Adoption, Submittal, and Availability

As was done for the 2020 Urban Water Management Plan update, the WSCP will be made available during update years to the public and neighboring agencies. Drafts will be advertised on the City website and by email to interested stakeholders. Each June, the City will hold a public hearing to answer questions regarding the plan and for the City Council to approve the WSCP prior to submission to the Department of Water Resources.

9 DEMAND MANAGEMENT MEASURES

9.1 INTRODUCTION

Urban Water Management Planning Act Requirement:

CWC 10631 (f)(A)...The narrative shall describe the water demand management measure that the supplier plans to implement to achieve its water use targets pursuant to Section 10608.20.

(B) The narrative pursuant to this paragraph shall include descriptions of the following water demand management measures: (i) Water waste prevention ordinances. (ii) Metering. (iii) Conservation pricing. (iv) Public education and outreach. (v) Programs to assess and manage distribution system real loss. (vi) Water Conservation program coordination and staffing support. (vii) Other demand management measures that have a significant impact on water use as measured in gallons per capita per day, including innovative measures, if implemented.

The City of Paramount (City) works with the Central Basin Municipal Water District (CBMWD) to implement water conservation techniques to reduce the total demand of water throughout the City and CBMWD. Together, the City and CBMWD implement the seven (7) required Demand Management Measures (DMMs) within the City. CBMWD is an early signatory to the California Urban Water Conservation Council (CUWCC) Memorandum of Understanding (MOU) regarding Urban Water Conservation in California. CUWCC represents a diverse group of water supply agencies dedicated to establishing guidelines toward implementing conservation measures and managing supply demands. The following table summarizes the Best Management Practices (BMPs)/DMMs.

Table 9.1.1
CUWCC BMP Organization and Names and UWMP DMMs

Category	BMP #	BMP Name	DMM #	DMM Name
BMP 1: Utility Operations	1.1	Operations Practices	5	Programs to Assess and Manage Distribution System Real Loss
	1.2	Water Loss Control	1	Water Waste Prevention Ordinances
	1.3	Metering with Commodity Rates	2	Metering
	1.4	Retail Conservation Pricing	3	Conservation Pricing
BMP 2: Public Education and School Education	2	Public Education and School Education	4	Public Education and Outreach
			6	Water Conservation Program Coordination and Staffing Support
BMP 3: Residential Programs	3	Residential Programs	3	Conservation Pricing
			4	Public Education and Outreach
			6	Water Conservation Program Coordination and Staffing Support
BMP 4: Commercial, Industrial, and Institutional	4	Commercial, Industrial, and Institutional	3	Conservation Pricing
			4	Public Education and Outreach
			6	Water Conservation Program Coordination and Staffing Support
BMP 5: Landscape	5	Landscape	3	Conservation Pricing
			6	Water Conservation Program Coordination and Staffing Support

9.2 WATER WASTE PREVENTION ORDINANCES

The City adopted a "Water Conservation and Water Supply Program," by Ordinance Number 1050 on September 2, 2014, which is actively enforced in drought situations. The Ordinance outlines three stages of water supply shortage, and the stage may be determined by the City. To enforce Ordinance 1050, the City will issue warnings and subsequent citations, possibly up to termination of service, to customers exceeding the conservation constraints. The City has currently determined that it is in a Stage 2 Water Supply Shortage of the Ordinance, which requires a number of water conservation measures to be in-place within the City including the reduction of consumer demand to meet anticipated demands. A copy of the Ordinance is located in Appendix I for reference.

9.3 METERING

Urban Water Management Planning Act Requirement:

CWC 526 (a)...Notwithstanding any other provisions of law, an urban water supplier that, on or after January 1, 2004, received water from the Federal Central Valley Project under a water service contract or subcontract...shall do both of the following: (1) On or before January 1, 2013, install water meters on all service connections to residential and nonagricultural commercial buildings...located within its service area.

CWC 527 (a)...An urban water supplier that is not subject to Section 526 shall do both the following: (1) Install water meters on all municipal and industrial service connections located within its service area on or before January 1, 2025.

The City estimates that there are no unmetered connections within City limits since there has never been a flat rate charged for water use within any sector. Therefore, no program for retrofitting existing unmetered connections needs to be identified. The City currently bills its retail customers (residence and commercial) according to meter consumption, and requires meters for all new connections and bills by volume-of-use.

9.4 CONSERVATION PRICING

The City purchases imported water from CBMWD at a two-tiered rate structure. This rate structure promotes water conservation and regional supply reliability. The City is committed to a voluntary purchase agreement with CBMWD, which outlines the amount of water to be purchased at a Tier 1 rate and the cost of the Tier 2 rate for water purchases that exceed the Tier 1 allotment.

In order to further promote water conservation and supply reliability, the City has adopted a similar rate structure for its customers. The City utilizes a two-tier structure for each customer account category. The City's water rate schedule is updated on a yearly basis. See Appendix J for water rates. Note that 1 unit is equivalent to 100 cubic feet or 748 gallons.

9.5 PUBLIC EDUCATION AND OUTREACH

The City utilizes several methods to promote water conservation and resource efficiency. The following section discusses public outreach and education programs CMWD utilizes.

Public Education and Outreach

The City and CBMWD work together to raise public awareness regarding many different issues regarding water and water supply. These issues include information pertaining to runoff pollution, water quality, and water conservation. The City and CBMWD have implemented several ways to educate the public about these broad topics that ultimately pertain to water use by the City customers.

The City provides public information via city-wide events, flyers, and direct mailings to customers. Additionally, customers can attend regular meetings of the Public Works Commission to receive information about the water system. Through its membership in CBMWD, the City is active in the California Water Awareness Campaign (CWAC), which is an association formed to coordinate efforts throughout the state during “May is Water Awareness Month”. With this effort, water agencies throughout the state, large and small, can tap into a large pool of knowledge and materials to promote a water awareness message not only in May, but throughout the year. CBMWD has also launched its “In a Drought, Shut Your Tap!” campaign, which the City also participates in.

The table below shows the implementation schedule and actual/projected expenditures of certain of the above-listed conservation efforts through 2020.

Table 9.5.1 Public Information Actual Expenditures						
Program	2006 to 2010	2011	2012	2013	2014	2015
Bill Inserts/Newsletters/ Brochures	X	X	X	X	X	X
Actual Expenditures	\$7,500	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500

* Costs are based on City's best estimate of expenditures.

Table 9.5.2
Public Information Projected Expenditures

Program	2016	2017	2018	2019	2020
Bill Inserts/Newsletters/Brochures	X	X	X	X	X
Projected Expenditures	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500

School Education Programs

Water and environmental education are critical components of an effective outreach strategy. CBMWD offers a variety of elementary through high school programs free of charge to all schools within the City's service area. The following list shows the educational programs offered by CBMWD:

- Water Squad Investigations (Grades 4-12)
- Water Wanderings (Grades 4-5)
- Think Watershed (Grades 4-6)
- Think Earth! It's Magic (Grades K-5)
- Think Water! It's Magic (After School Program for Grades K-5)
- PEAK (professional development for teachers)
- Solar Cup (Grades 9-12)
- "Water is Life" Poster Contest (Grades 4-8)
- Waterlogged (Grades 9-12)
- Conservation Connection: Water & Energy in Southern California (Grades 5-8)

9.6 PROGRAMS TO ASSESS AND MANAGE DISTRIBUTION SYSTEM REAL LOSS

The City completes an annual pre-screening system audit of its potable water system to determine the need for a full-scale system audit. The system audit is performed by tracking the actual metered water use, which can be compared to total well production. Production is tracked monthly and reviewed annually to determine if the system exhibits significant losses.

Using 2015 data from the City of Paramount Water Consumption data provided, verifiable use as a percent of total production is calculated comparing actual metered sales (6,396 AF) against total supply into the system as measured at the wellhead meters (6,411 AF). Based upon this data, the City has approximately 8% loss in their system, which did not require the implementation of system audits.

9.7 WATER CONSERVATION PROGRAM COORDINATION AND STAFFING SUPPORT

As a member agency of CBMWD, the City takes advantage of the CBMWD's water conservation coordinator that works with cities and water agencies to enhance their conservation efforts. This close collaboration between CBMWD's conservation coordinator and City staff provides for a successful execution of the DMMs. In addition, CBMWD's conservation coordinator represents all member agencies at regional and statewide workshops and organizations. Conservation coordination within the City is an auxiliary responsibility of existing staff. Additionally, CBMWD's conservation coordinator also seeks Federal, State, and local funding to develop new programs that member agencies, such as the City of Paramount, can partner on and provide additional benefits to customers.

water

9.8 OTHER DEMAND MANAGEMENT MEASURES

The following subsections outline DMMs not categorized above.

Water Survey Programs for Residential Customers

Residential surveys evaluate all the water-using devices inside the home such as toilets, faucets, showerheads, etc. A trained surveyor checks for leaks and tests the flows indoor and outdoor. Once the survey is completed, recommendations are provided for retrofitting certain water use devices, and educational materials are also supplied to the resident. Residential surveys provide the City with a great opportunity to provide their customers with a program that offers customer outreach opportunities. Currently, surveys are completed on an as needed basis.

Residential Plumbing Retrofit

Residential plumbing retrofit recommends the distribution and retrofit of low-flow showerheads, Ultra-low flow toilets, and faucet aerators, as well as the adoption of enforceable ordinances.

The City and CBMWD distributes retrofit equipment, such as low-flow showerheads, at city-wide events such as the annual Safety Fair. Availability of conservation devices are also promoted within City publications. In addition, these items are distributed to any resident who makes a request.

Residential Rebates

Below is a summary of rebates provided by the City, to its residences.

High-Efficiency Washing Machines

As a member agency of CBMWD, the City participates in CBMWD's High-Efficiency Clothes Washer (HECW) Program. This program has exceeded all expectations and continues to be one of CBMWD's more successful programs. New HECWs cost more than regular inefficient models, in general, but by providing an \$85 rebate (along with other utility/store incentives); consumers are choosing to purchase the new HECWs. The HECWs also have other benefits; not only do they save 50% water but also save 60% electricity and use less detergent. A high-efficiency washer will save approximately 34% to 80% of water usage compared to a traditional clothes washer (American Cleaning Institute, "High Efficiency Washers and Detergents", 2010, www.cleaninginstitute.org).

Table 9.8.1 illustrates the number of rebates distributed to the City's customers over the past five years. Approximately 182 washing machine rebates were given to residents of the City since 2005.

Table 9.8.1 High-Efficiency Washing Machine Rebate Summary					
Year	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Rebates Given	41	15	7	6	9

Residential ULFT Replacement Programs

The City participated in CBMWD's Ultra-Low Flush Toilet (ULFT) Program. Technology standards in the last 10 years have replaced the 1.6 gallon per flush (gpf) ULFT and the High-Efficiency 1.28 gpf Toilets (HET) with 0.8 gpf HETs. Today, CBMWD only distributes HETs at a rebate value of \$40.

HETs have been a key element in the conservation success CBMWD has experienced over the years. Free HET distribution events have provided thousands of free toilets to local residents throughout CBMWD's service area. Since 2005, CBMWD has completed more than 5,000 HET installations in single family, multifamily and commercial, industrial and institutional facilities throughout CBMWD's service area. CBMWD receives requests to participate in various local partnerships to provide disadvantaged residents with HETs. CBMWD's service area is home to many disadvantaged residents and the need for free, water conserving toilets remains high. Given the current economic state, the conservation coordinator for CBMWD is focusing attention on securing additional sources of funding to make HET programs possible. Since 2005, 921 ULFTs or HETs were installed through this program in the City.

Table 9.8.2 High-Efficiency Toilet Rebate Summary					
Year	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Rebates Given	0	0	0	3	13

Rotating Sprinkler Nozzles

The City participates, through CBMWD, in a program to replace all standard sprinkler nozzles with rotating sprinkler nozzles. Rotating sprinkler nozzles can save, on average, up to 1,300 gallons per year compared to standard nozzles (Metropolitan Water District of Southern California, “Choosing Rotating Sprinkler Nozzles for Your Landscape”, 2014, www.bewaterwise.com), and provide for more focused watering on landscaped areas. CBMWD offers a \$2 rebate, per nozzle.

Weather-Based Irrigation Controllers

Residential Weather-Based Irrigation Controllers (WBICs) are programmable to use irrigation based on the weather in the area. The United States Environmental Protection Agency (US EPA) has published WaterSense® requirements for certification of devices/controllers. In general, all WaterSense®-certified controllers must utilize evapotranspiration data from the site to regulate or adjust irrigation. The City, through CBMWD, offers a \$35 to \$80 rebate, depending on size of landscaping and number of units used.

Rain Barrels

Rain barrels collect rain water from the roof and/or gutters and diverts the water to a collection basin (barrel). The water can later be used for irrigation by removing it from the barrel and irrigating plants or lawn areas. The City, through CBMWD, offers a rebate at \$75 per barrel, with a minimum size of 50 gallons and maximum number of 4 barrels per household.

Commercial, Industrial, and Institutional Programs

The City participates in a region-wide CII rebate program developed by CBMWD in partnership with MWD. CBMWD participates in MWD’s region-wide commercial “Save A Buck” rebate program which provides water conservation devices to be utilized in commercial, industrial and institutional facilities. These rebates are promoted to the businesses, schools and facilities throughout the City’s service area. Rebates are offered for weather-based and central computer irrigation controllers, large rotary nozzles, rotating nozzles for pop-up spray heads, HETs, multi-family HETs, zero water urinals, laminar flow restrictors, in-stem flow restrictors, and water savings incentive programs.

Large Landscape Conservation Programs and Incentives

Despite the urbanization of Southern California, the region is dotted with large turf areas that require year-round irrigation to keep them green. Some of these areas within the include parks, schools, and street medians. The City is working along with CBMWD to reduce demand for water for irrigation purposes by providing recycled water in its service area. In addition to the MWD’s

region-wide “SoCal Water\$mart” and “Save A Buck” rebate programs, CBMWD also offers various large landscape conservation programs including:

- A District-wide large landscape managed irrigation program, incorporating maintenance, monitoring and tracking of individual property water savings
- Federal and State grants providing over 2,000 smart controllers to residential and commercial customers
- A city partnership program to install Smart Irrigation Controllers in parks and street medians
- A commercial landscape research grant to improve water use efficiency at schools, parks and open public spaces.

Most of the large landscape areas within the City are already taking advantage of recycled water, which helps to conserve potable water.

9.9 IMPLEMENTATION OVER THE PAST FIVE YEARS

Urban Water Management Planning Act Requirement:

CWC 10631 (f) Provide a description of the supplier's water demand management measures.

This description shall include all of the following: (1)(A)...a narrative description that addresses the nature and extent of each water demand management measure implemented over the past five years.

Implementation for each DMM is partially covered in the previous sections (Sections 9.2 through 9.8). Significant increases in rebate usage demonstrates that conservation efforts within the City are effective and that continued progress for water conservation targets are being met.

9.10 PLANNED IMPLEMENTATION TO ACHIEVE WATER USE TARGETS

Urban Water Management Planning Act Requirement:

CWC 10631 (f) Provide a description of the supplier's water demand management measures. This description shall include all of the following: (1)(A)...The narrative shall describe the water demand management measures that the supplier plans to implement to achieve its water use targets pursuant to Section 10608.20.

Continued outreach and support for rebates are the City's prime method of implementation. As stated in previous sections, CBMWD provides the support for rebates for its associated agencies.

9.11 MEMBERS OF THE CALIFORNIA URBAN WATER CONSERVATION COUNCIL

Urban Water Management Planning Act Requirement:

CWC 10631 (i) For purposes of this part, urban water suppliers that are members of the California Urban Water Conservation Council shall be deemed in compliance with the requirements of subdivision (f) by complying with all the provisions of the “Memorandum of Understanding Regarding Urban Water Conservation in California,” date December 10, 2008, as it may be amended, and by submitting the annual reports required by Section 6.2 of that memorandum.

CBMWD is a signatory to the California Urban Water Conservation Council (CUWCC) Memorandum of Understanding (MOU) regarding Urban Water Conservation in California.

10 PLAN ADOPTION, SUBMITTAL & IMPLEMENTATION

10.1 COORDINATION

Urban Water Management Planning Act Requirement:

CWC 10635(b) The urban water supplier shall provide that portion of its urban water management plan prepared pursuant to this article to any city or county within which it provides water supplies no later than 60 days after the submission of its urban water management plan.

The City will provide copies of its 2020 UWMP update to the following agencies within 60 days of submission of the plan to the California Department of Water Resources (DWR):

- County of Los Angeles
- Central Basin Municipal Water District
- Metropolitan Water District

Urban Water Management Planning Act Requirement:

CWC 10642 Prior to adopting a plan, the urban water supplier shall make the plan available for public inspection and shall hold a public hearing thereon. Prior to the hearing, the notice of the time and place of hearing shall be published within the jurisdiction of the publicly owned water supplier pursuant to Section 6066 of the Government Code. The urban water supplier shall provide notice of the time and place of hearing to any city or county within which the supplier provides water supplies. A privately owned water supplier shall provide an equivalent notice within its service area.

A draft of the UWMP was made available on the City's website, and electronic versions of the plan were mailed upon request. A public notice including the time and place of the hearing was advertised in the local newspaper once per week for two consecutive weeks prior to the hearing, according to Government Code Section 6066. A summary of the City's coordination efforts is provided in Tables 10.1.1 and 10.1.2.

Table 10.1.1 Coordination with Appropriate Agencies			
Agency	Participated in UWMP	Commented on the Draft	Attended Public Meetings
County of Los Angeles			
Central Basin Municipal Water District			
General Public			
City of Paramount	✓	✓	✓

Table 10.1.2 Coordination with Appropriate Agencies				
Agency	Contacted for Assistance	Received Copy of Draft	Sent Notice of Intention to Adopt	Not Involved / No Information
County of Los Angeles	✓	✓	✓	
Central Basin Municipal Water District	✓	✓	✓	
General Public	✓	✓	✓	

10.2 PLAN ADOPTION, SUBMITTAL, AND IMPLEMENTATION

Urban Water Management Planning Act Requirement:

CWC 10621(c) The amendments to, or changes in, the plan shall be adopted and filed in the manner set forth in Article 3 (commencing with Section 10640).

All amendments to the City's 2020 UWMP shall be adopted and filed consistent with the UWMP "Act" requirements.

Urban Water Management Planning Act Requirement:

CWC 10642 After the hearing, the plan shall be adopted as prepared or as modified after the hearing.

The plan was adopted by the City Council on MONTH #, 2021 as prepared. A copy of the adoption resolution is provided in Appendix B.

Urban Water Management Planning Act Requirement:

CWC 10643 An urban water supplier shall implement its plan adopted pursuant to this chapter in accordance with the schedule set forth in its plan.

The City will implement the strategies set forth in the plan immediately upon adoption by the City Council. Details on the implementation of specific sections are detailed in their respective sections of the plan.

Urban Water Management Planning Act Requirement:

CWC 10644(a) An urban water supplier shall submit to the department, the California State library, and any city or county within which the supplier provides water supplies a copy of its plan no later than 30 days after adoption. Copies of amendments or changes to the plans shall be submitted to the department, the California State library, and any city or county within which the supplier provides water supplies within 30 days after adoption.

The City submits copies of its 2020 UWMP to the following agencies within 30 days after adoption:

- The California Department of Water Resources
- The California State Library
- Los Angeles County

Additionally, any amendments or changes to the plan will be submitted to the above agencies within 30 days after adoption.

Urban Water Management Planning Act Requirement:

CWC 10645 Not later than 30 days after filing a copy of its plan with the department, the urban water supplier and the department shall make the plan available for public review during normal business hours.

The City will provide an electronic version of the final 2020 UWMP on its website for public review within 30 days of filing the plan with the California Department of Water Resources. Additionally, a hard copy will be available for review at City Hall, located at 16400 Colorado Ave, Paramount, CA 90723.

JUNE 22, 2021

APPROVAL

APPROPRIATION OF ADDITIONAL PASS-THROUGH FUNDS FOR ENVIRONMENTAL CONSULTANT SERVICES FOR THE WORLD ENERGY CONVERSION PROJECT

MOTION IN ORDER:

AUTHORIZE THE APPROPRIATION OF ADDITIONAL PASS-THROUGH FUNDS FOR PROFESSIONAL SERVICES MRS ENVIRONMENTAL, INC. IN THE AMOUNT OF \$86,490 TO PREPARE A SUBSEQUENT ENVIRONMENTAL IMPACT REPORT FOR THE WORLD ENERGY CONVERSION PROJECT CONTINGENT ON THE SIGNING OF AN AMENDED REIMBURSEMENT AGREEMENT BETWEEN WORLD ENERGY AND THE CITY.

MOTION:

MOVED BY: _____

SECONDED BY: _____

☐ APPROVED

☐ DENIED

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____



To: Honorable City Council
From: John Moreno, City Manager
By: John Carver, Planning Director
Date: June 22, 2021

Subject: APPROPRIATION OF ADDITIONAL PASS-THROUGH FUNDS FOR ENVIRONMENTAL CONSULTANT SERVICES FOR THE WORLD ENERGY CONVERSION PROJECT

Background

This item is a request to authorize the appropriation of additional pass-through funds for the World Energy conversion project in the amount of \$86,490. The agreement with MRS Environmental was originally approved by the City Council in November 2019. The agreement approved by the City Council is to prepare a subsequent environmental impact report (SEIR) for the conversion project. The SEIR has a total cost of \$243,330 and World Energy has provided pass-through funding to the City through a reimbursement agreement. Attached is the original version of the agreement with the section highlighted that will confirm the amendment reflecting the additional dollar amount. In March 2020, the contract increased by \$18,560 to include water, utilities, and cultural resources as stand-alone issue areas to be examined. The additional \$18,560 did not require City Council approval as it was less than \$40,000, and per the City's purchasing policy could be approved by the City Manager. The additional funds of \$86,490 will be fully reimbursed by World Energy through an amended reimbursement agreement. With the additional funding, the total amount of the contract with MRS Environmental will be \$348,380.

Project

World Energy has applied for an amendment to a conditional use permit (CUP) that was approved in 2014. The original CUP allowed for the production of renewable jet fuel and renewable diesel fuel from high-quality beef tallow and non-edible vegetable oil. World Energy has not processed petroleum-based fuel or asphalt since production began on renewable fuels. The amendment that will eventually go before the Planning Commission is a request to permanently convert the refinery from petroleum-based production to renewable fuel production. All of the components of the conversion project will be carefully studied in the SEIR by MRS Environmental, and the SEIR will come before the City Council for final approval.

The additional costs are necessary due to the unique nature of this project. Since January 2021, the City, MRS Environmental, and World Energy have had weekly meetings to discuss the project. Weekly meetings are very unusual when preparing an SEIR, but have been necessary given the complexity of converting a petroleum refinery to a biofuel refinery. Additionally, there have been weekly meetings with the South Coast Air Quality Management District (AQMD), the City, MRS Environmental, and World Energy since mid-April 2021. The AQMD is reviewing the air quality section of the SEIR, and the weekly meetings have been necessary to answer questions and update information. Weekly meetings with the AQMD are also highly unusual in the preparation of an SEIR; but again, given the complexity of the conversion project, these meetings have been necessary.

RECOMMENDED ACTION

It is recommended that the City Council authorize the appropriation of additional pass-through funds for professional services MRS Environmental, Inc. in the amount of \$86,490 to prepare a Subsequent Environmental Impact Report for the World Energy conversion project contingent on the signing of an Amended Reimbursement Agreement between World Energy and the City.

**REIMBURSEMENT AGREEMENT
FOR PREPARATION OF ENVIRONMENTAL IMPACT REPORT (EIR)**

This AGREEMENT is entered this ____ day of _____, 2019, by and between the CITY OF PARAMOUNT, a general law municipal corporation (“City”) and WORLD ENERGY, (“Applicant”).

RECITALS

- A. The Applicant has submitted an application in connection with the World Energy Expansion Project located at 14700 Downey Avenue within the City. (“Project”)
- B. The City is the Lead Agency with land use and planning jurisdiction for the proposed Project, as it pertains to the CALIFORNIA ENVIRONMENTAL QUALITY ACT, hereinafter referred to as “CEQA”.
- C. The City has determined that the Project has the potential to cause significant environmental impacts, necessitating the preparation of an ENVIRONMENTAL IMPACT REPORT, hereinafter referred to as “EIR”.
- D. The City has contracted with MRS Environmental Inc. (“Consultant”) to prepare the EIR for the Project. (A copy of the Professional Services Agreement between City and Consultant is attached hereto as Exhibit “A”.)
- E. The Applicant has agreed to reimburse City for all costs associated with Consultant’s preparation and distribution of the EIR.

NOW, THEREFORE, based on the foregoing recitals, the City and the Applicant agree as follows:

1. REIMBURSEMENT PROCEDURE.

- A. As consideration for City causing the preparation of the EIR for the Project, Applicant shall be responsible for one-hundred percent (100%) of costs associated with the EIR preparation, review, and distribution incurred by the City to the Consultant (“EIR Reimbursement Costs”).
- B. Upon execution of this Agreement, Applicant shall deposit with City an initial non-refundable amount of One-Hundred Thousand Dollars (\$100,000.00) (“Initial Deposit”) for the EIR Reimbursement Costs. City shall draw down the initial deposit to cover the EIR costs submitted by the Consultant to the City. City shall submit copies of invoices received from the Consultant to the Applicant in support of the EIR Reimbursement Costs within thirty (30) days of receipt of the invoice from Consultant.

C. When the Initial Deposit has been drawn down to Twenty-Five Thousand Dollars (\$25,000.00), the City shall notify Applicant, in writing, to deposit with City a second non-refundable amount of One-Hundred Thousand Dollars (\$100,000.00) within thirty (30) days of the date of the written notice to cover the EIR Costs submitted by the Consultant to the City. City shall continue to submit copies of invoices received from the Consultant to Applicant in support of the EIR Reimbursement Costs within thirty (30) days of receipt of the invoice from Consultant.

D. When the total deposits have been drawn down to Twenty-Five Thousand Dollars (\$25,000.00), the City shall notify Applicant, in writing, to deposit with City a final estimated amount for completion of the EIR by the Consultant, which said deposit shall be made within thirty (30) days of the date of the written notice. The City shall draw down the deposits to cover the remaining EIR Reimbursements Costs by the Consultant, including, costs associated with distribution of both the draft and final EIR. In the event there are remaining monies from the deposits after completion of the EIR, City shall remit those amounts to Applicant, without interest, within fifteen (15) days after notice of completion of the final EIR.

2. TERMINATION.

This Agreement shall terminate upon Applicant's payment to City of all EIR Reimbursement Costs pursuant to Section 1. above; provided, however, that in the event Applicant does not comply with any of the terms and conditions of the Reimbursement Procedure in Section 1, City may terminate the Agreement with Consultant to cease any further work on the EIR as expressly provided under City's Agreement with Consultant.

3. **NOTICES.** All communications pertaining to this Agreement to either party by the other party will be deemed made when received by such party at its respective name and mailing or email address as follows, and receipt of communication is acknowledged in writing or by email:

City: CITY OF PARAMOUNT
16400 Colorado Ave,
Paramount, CA 90723
(562) 220-2048
Attention: John Carver, Planning Director

Applicant: WORLD ENERGY

Attention: _____

Changes may be made in the names or addresses of persons to whom notices are to be given by giving notice in the manner prescribed in this paragraph.

4. **INTERPRETATION.** This Agreement was drafted in and will be construed in accordance with the laws of the State of California, and exclusive venue for any action involving this agreement will be in Los Angeles County.
5. **ENTIRE AGREEMENT.** This Agreement, and its Attachments, sets forth the entire understanding of the parties. There are no other understandings, terms or other agreements expressed or implied, oral or written.
6. **RULES OF CONSTRUCTION.** Each Party had the opportunity to independently review this Agreement with legal counsel. Accordingly, this Agreement will be construed simply and in accordance with its fair meaning; it will not be interpreted strictly for or against either Party.
7. **AUTHORITY/MODIFICATION.** The Parties represent and warrant that all necessary action has been taken by the Parties to authorize the undersigned to execute this Agreement and to engage in the actions described herein. This Agreement may be modified by written amendment with signatures of all parties to this Agreement. City's Planning Director, or designee, may execute any such amendment on behalf of City.
8. **ACCEPTANCE OF ELECTRONIC SIGNATURES.** The Parties agree that this Agreement, and any related documents to be entered into in connection with this Agreement will be considered signed when the signature of a party is delivered by scanned and delivered via electronic mail. Such facsimile or electronic mail copies will be treated in all respects as having the same effect as an original signature.
9. **TIME IS OF ESSENCE.** Time is of the essence to comply with dates and schedules to be provided.
10. **ATTORNEY'S FEES.** The parties hereto acknowledge and agree that each will bear his or its own costs, expenses and attorneys' fees arising out of and/or connected with the negotiation, drafting and execution of the Agreement, and all matters arising out of or connected therewith except that, in the event any action is brought by any party hereto to enforce this Agreement, the prevailing party in such action shall be entitled to reasonable attorneys' fees and costs in addition to all other relief to which that party or those parties may be entitled.

IN WITNESS WHEREOF the parties hereto have executed this Agreement the day and year first hereinabove written.

CITY OF PARAMOUNT

JOHN MORENO, CITY MANAGER

APPLICANT:
WORLD ENERGY

By: _____

Name:

Title:

JUNE 22, 2021

RESOLUTION NO. 21:021

“RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF BONDS TO REFUND CERTAIN PENSION OBLIGATIONS OF THE CITY, APPROVING THE FORM AND AUTHORIZING THE EXECUTION OF A TRUST AGREEMENT, AUTHORIZING JUDICIAL VALIDATION PROCEEDINGS RELATING TO THE ISSUANCE OF SUCH BONDS AND AUTHORIZING ACTIONS RELATED THERETO”

MOTION IN ORDER:

READ BY TITLE ONLY AND ADOPT RESOLUTION NO. 21:021.

MOTION:

MOVED BY: _____

SECONDED BY: _____

[] APPROVED

[] DENIED

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____



To: Honorable City Council

From: John Moreno, City Manager

By: Karina Liu, Finance Director
Suzanne Harrell, Financial Advisor

Date: June 22, 2021

Subject: RESOLUTION NO. 21:021
RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF BONDS TO REFUND CERTAIN PENSION OBLIGATIONS OF THE CITY, APPROVING THE FORM AND AUTHORIZING THE EXECUTION OF A TRUST AGREEMENT, AUTHORIZING JUDICIAL VALIDATION PROCEEDINGS RELATING TO THE ISSUANCE OF SUCH BONDS AND AUTHORIZING ACTIONS RELATED THERETO

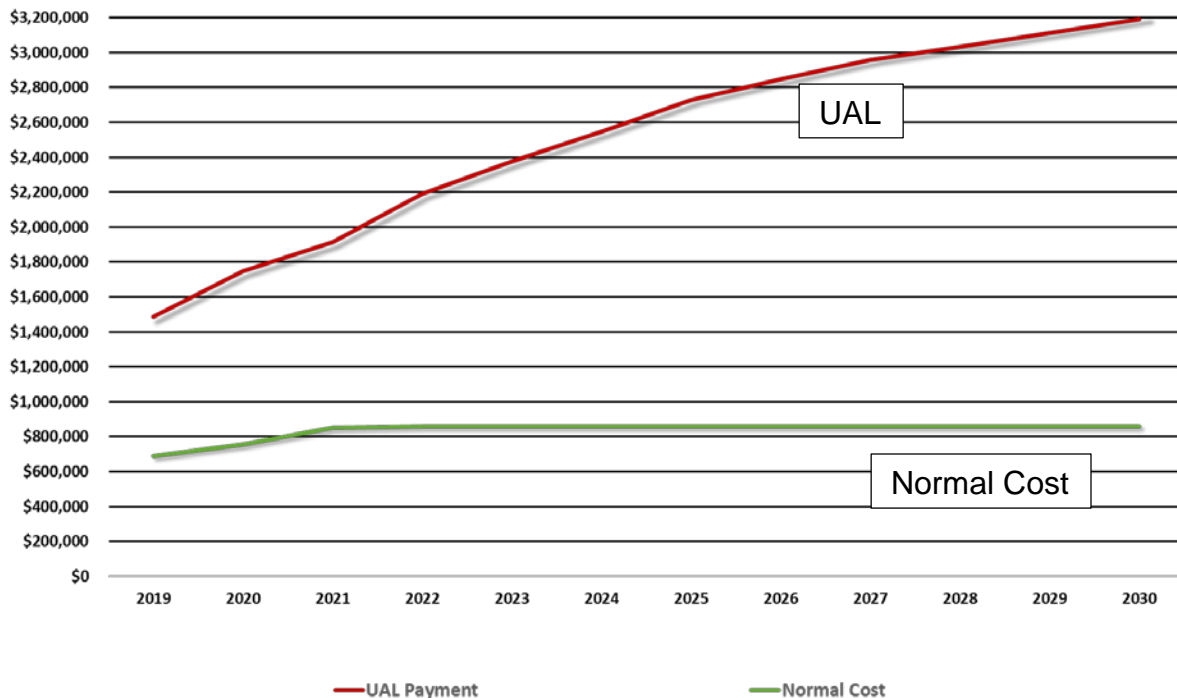
The City periodically reviews the status of its debt obligations. As discussed with the City Council on June 8, 2021, in the course of this review, the City began analyzing options to lower debt service costs for pension obligations paid to CalPERS.

Over the past decade, the City's pension debt service costs have continued to escalate. While these increases result from CalPERS' changes in actuarial assumptions regarding future investment earnings and liabilities (including demographic changes) and from changes in the method of amortizing the liability, half of the increase is related to past under-performance of investments and mitigation measures taken by CalPERS as a result. The accumulated unfunded portion of the pension liability is called the "unfunded actuarial liability" or "UAL."

The City has been active in reducing current and future costs. The City has partnered with employees to increase employee contributions towards the annual pension costs. The City has also made three additional discretionary payments toward the UAL in the past few years. Furthermore, over the years, the City has set aside approximately \$2 million funding to help smooth out annual increase in future required payments to CalPERS if needed.

In 2012, the State implemented the Public Employees' Pension Reform Act (PEPRA), creating a statewide limited benefit plan. As of the last CalPERS Actuarial Report, the PEPRA plan includes 19 employees, and the original plan includes 70 employees and 138 retirees. Together with the City's actions, these measures have begun to reduce the City's current costs and slow the rise of the UAL.

Despite these reforms, the annual UAL debt service costs totaled \$1.5 million in FY 18-19, \$1.9 million in FY 20-21 and are expected to reach \$3.2 million by FY 29-30. This trend is illustrated in the chart showing the sustainable, slow increase in normal pension plan costs as compared to the expected steep increases in UAL debt service costs.



Pension Obligation Bonds

Pension obligation bonds (POBs) have been used by agencies in California as a financing means of addressing unfunded pension obligations like the UAL and smoothing out the annual increase in required payments to CalPERS. The first POB issuance in California was reported to the California Debt Advisory and Investment Advisory Commission (CDIAC) in 1985. According to CDIAC, since that time over 270 debt issuances by California agencies were reported for pension or other retirement costs, with over 50 POBs issued since 2017.

POBs become favorable when the bond market interest rates are lower than the imputed discount rate applied by CalPERS as the interest rate on the UAL, which is set currently at 7.0%. This creates the potential for the City to save long-term pension costs by, in essence, refinancing the UAL through issuance of POBs. However, POBs can be complicated when factoring in that the City's ongoing pension obligations with CalPERS can be influenced by factors outside of the City's control. The City should proceed with full awareness of the opportunities and risks involved with POBs. Advisory bodies like the League of California Cities and the national Government Finance Officers Association

have issued guidance for POBs while agencies like CalPERS have remained in neutral positions but provided resources to inform agencies.

Staff has thoroughly researched POBs and discussed their use with active professionals in the California POB market such as the City's long time financial advisor Harrell & Company Advisors and independent Bond Counsel Quint & Thimmig. In addition, staff has also partnered with Bartell & Associates to use their investment modeling expertise to independently validate potential savings and to assess the low and upside risks of a POB.

After extensive analysis and review of the proposed debt structure and savings estimates, staff is recommending a POB to prepay the existing Miscellaneous Plan UAL and increase the funding from its current 73% level to a 100% level. The City has a small Miscellaneous PEPRA tier UAL of \$53,000 that can be prepaid at any time without debt financing. The City also has an overfunded Safety Plan for one remaining retiree. This plan can be terminated, and the excess applied to the PEPRA tier UAL.

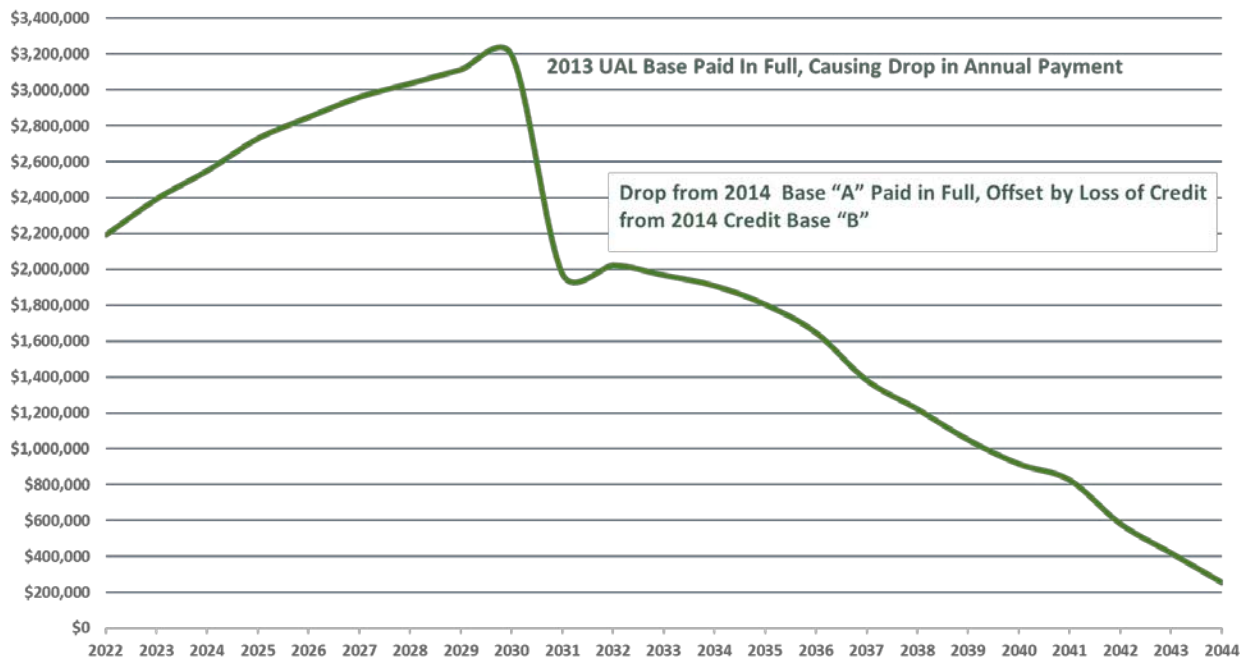
The next step to issue POBs includes authorization by the City Council directing staff to continue parallel processes in the POBs issuance process by initiating on June 29, 2021 (or shortly thereafter) the judicial validation action. The City Council will also approve the attached Trust Agreement (Attachment 1) that outlines duties, terms, and related actions. Staff will return in October 2021 with actions required to officially approve issuance of the POBs.

The UAL

The Miscellaneous Plan UAL is comprised of multiple "amortization bases," which are positive and negative amounts generated each year based on the performance of the CalPERS investment fund and changes in the actuarial assumptions. Each amortization base has a separate payment schedule over a fixed period of years. The Miscellaneous Plan currently has 19 separate amortization bases, with 2 additional amortization bases expected to be added in the next valuation report to be received in August 2020.

Including bases through the last CalPERS actuarial report (as of June 30, 2019) plus the anticipated changes to be added for Fiscal Year 2019-20, the total expected Miscellaneous Plan UAL amount is approximately \$25.34 million at June 30, 2021, as rolled forward from June 30, 2020.

As noted, each amortization base has a separate payment schedule over a fixed period of years and is currently charged interest at the CalPERS discount rate (7.0%). Because of the CalPERS methodology, some of the payments continue to increase each year until they reach a plateau, while others will drop off. The chart below shows the existing UAL payments provided by CalPERS in its June 30, 2019 report, together with the new FY 2019-20 bases that are estimated to be included in the June 30, 2020 CalPERS report due to be released in August.



This analysis excludes the regular normal pension cost charged by CalPERS. That will be charged to the City irrespective of the funding status of the UAL and as illustrated earlier does not present concerns as costs are projected to be stable in the long-term.

After 2031, the annual existing UAL payment declines, until the existing pension liabilities are fully funded in 2044.

It is important to note that this analysis and the funding of the pension liability is only based on the existing UAL expected as of June 30, 2020 rolled forward to June 30, 2021 and does not include any new UAL bases that will be created in the future due to any CalPERS' changes in actuarial assumptions or in the method of amortizing the liability, and actual future investment returns.

City of Paramount Pension Obligation Bonds

Pension Obligation Bonds (POBs) are one of the City's debt management tools identified in the recently adopted Debt Management Plan. POBs offer a way for the City to reduce the CalPERS UAL payments and reduce the interest rate compared to that required by CalPERS by half. When reviewing other options, this remains the most meaningful and timely option to remove the steep escalation of Miscellaneous Plan UAL costs and provide the potential to recycle the savings towards paying down additional future UAL.

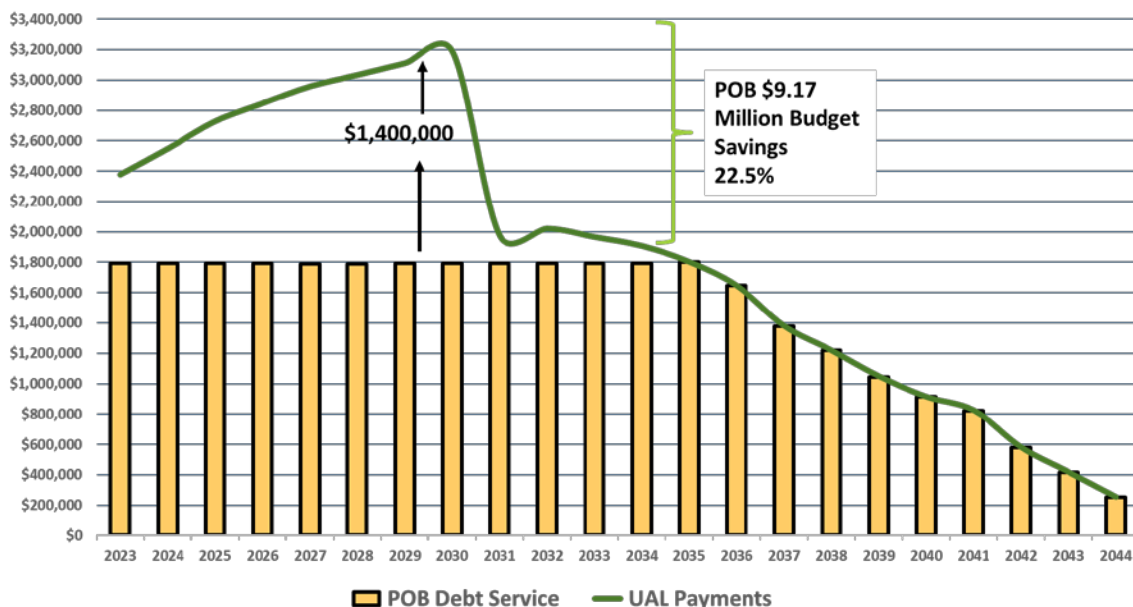
POBs are taxable bonds used to pay for some or all of the City's UAL that exists at the time of issuance. Bond proceeds are deposited with CalPERS and applied to reduce the City's UAL and increase the pension plans funded level. Debt service payments on the POBs replace the annual debt service payments of the UAL that was paid off.

In its simplest form, this transaction exchanges one outstanding debt (UAL) that has a higher implicit 7.0% interest rate for a new debt (POBs) that accrues interest at a lower rate based on the City's borrowing costs.

If the City determines it can issue debt at a rate less than the CalPERS discount rate, the City will be able to reduce its UAL debt service costs. In some respects, this is similar to refinancing a home mortgage assuming the interest rate and closing costs of the new issuance are lower than the current interest rate, it makes sense to refinance the debt. And, like a house that can create a future new liability (such as roof repairs or other unexpected large costs), new debt (to CalPERS) can grow in future years with new UALs based on factors outside of the City's control.

In the projections of debt service in this analysis, the POBs all-in effective taxable interest rate (with all costs of issuance factored in) is 3.0% based on interest rates in the first week of June 2021. This interest rate is likely to change before the bonds are issued. Staff will closely monitor rates up until the bond closing to ensure the targeted savings is reached.

The chart below provides the budgetary savings after issuance of the POB by comparing the existing UAL payments with estimated debt service on the POBs. The POBs are structured to provide level debt service, eliminating most of the peak payments. In the later years, the POB debt service goes down commensurate with the existing UAL payments so that the POB debt service is never greater than the existing UAL payments that are prepaid.



At 100% funding of the UAL, there would be an anticipated savings of \$9.17 million over the next 12 years, or 22.5% of the prepaid UAL payments. This savings can be applied toward reducing future UAL costs.

At the highest point, the UAL payments will be \$1.4 million higher than the debt service on the POBs, assuming a 7% CalPERS investment pool rate of return or "ROR."

Other Options for Funding the UAL

There are several options for funding the UAL other than issuance of POBs. These include:

- Placing revenue measures on the ballot to raise funds to pay down to the UAL.
- Find more cost effective ways to deliver services or reduce the level of services and utilize the savings to pay down to the UAL.
- Increase employee contributions to the normal cost component and utilize the savings to pay down to the UAL.
- Use surplus reserves or one-time monies to pay down the UAL.
- Creating a Section 115 Trust and funding it so as to offset future UAL

The City has been diligent in making annual required obligation payments to CalPERS. In addition, the City has made three additional discretionary payments (ADPs) toward the UAL in the last few years. The City has also implemented many cost savings and efficiencies that reduce costs and has increased the employee contributions toward the normal pension cost component.

To deal with additional long term increases in UAL as a result of CalPERS investment returns or changes in the discount rate, staff is recommending establishing a Section 115 Trust and initially funding it with its existing \$2 million General Fund pension reserve. Future budget savings generated by the POB in the early years can also be used to add to the Trust.

GFOA Advisory

In February 2021, the Government Finance Officers' Association (GFOA) affirmed that their original guidance - that state and local governments should not issue POBs - remains current regardless of economic cycles. It is important to note that there are several issues that the GFOA points to which all agencies should adhere to when issuing POBs. However, because of pension reforms and policy changes in recent years, including prohibitions against complex debt structures in the City's debt policy, as well as adaptation in the POB market, staff believe that these concerns are being addressed, and POBs warrant consideration in Paramount. The Advisory notes five key issues or concerns that are addressed below.

GFOA View	Response
POBs are complex structures that may utilize Guaranteed Investment Contracts, Capital Appreciation Bonds and swaps/derivatives.	POBs should only be issued as plain, vanilla fixed-rate bonds.
POBs increase debt burden and potentially use up debt capacity.	The UAL is considered “debt” under GASB 68 and by rating agencies and already uses up debt capacity from a debt affordability perspective – POBs refinance UAL at a lower cost.
POBs are frequently structured in a manner that defers or extends repayment.	POBs will NOT be used to finance normal costs or extend payments.
Rating agencies may not view POBs as credit positive, particularly if not part of a comprehensive plan.	Rating agencies generally view POBs as credit neutral if they are issued as part of a long-term comprehensive plan and not to compensate for financial distress.
Invested POB proceeds might fail to earn more than the interest rate on the bonds, leading to an increased UAL.	The City’s issuance of POBs is not as an investment vehicle, it is primarily a debt management tool. But as noted, the effect of the CalPERS investment return should not be ignored.

There has been an evolution of the POB market in the last decade, which has resulted in a “modern” version of POBs. Previously, most POBs were sold as non-callable bonds, following the traditional corporate bond structure, US Treasury bonds and other taxable investments. Since 2017, however, only one POB in California has been publicly sold with a non-callable structure. The investors in POBs are now comfortable with the standard 10-year par call option utilized in the tax-exempt municipal bond market.

The GFOA Advisory specifically addresses complex POB structures that utilize derivatives (swaps), Guaranteed Investment Contracts and non-callable structures. Clearly this warning has been noted. Although the City has never used derivatives, the City’s recently adopted debt policy prohibits their use. And the City is proposing a POB structure, which uses only plain, vanilla fixed-rate current interest bonds with 10-year par call options, as are being utilized in the modern POB market.

Other notable reports

In 2018, the League of California Cities published a report (League of California Cities® Retirement System Sustainability Study and Findings, January 2018) on their pension study including their findings. Their results were in line with the concerns of the staff, recognizing that government agencies have limited options to reduce pension and UAL debt service costs. But the report highlighted the six options that are the most common. Included in those options was the issuance of POB, while carefully noting the concerns highlighted by GFOA.

Implicit in every CalPERS annual actuarial report is their discussion of the benefit of making additional discretionary payments. Specifically, they remind agencies that "CalPERS allows employers to make additional discretionary payments (ADPs) at any time and in any amount" and that ADPs can "serve to reduce the UAL and future required contributions and can result in significant long-term savings." The City has made ADPs for the past few years, but the impact on the City's budget is over the long-term, not the short-term.

Standard & Poor's generally views POBs as a neutral rating factor when they are considered as part of the City's overall financing plan.

Impact of CalPERS Investment Return

The City's issuance of POBs is not as an investment vehicle, it is primarily a debt management tool. But as noted, the effect of the CalPERS investment rate of return or "ROR" cannot be ignored. Ideally the CalPERS investment ROR should align with the discount rate (interest rate) charged to the City on its pension liability. CalPERS has reduced its discount rate from time to time based on revised estimates of its long-term investment return potential. A history of the changes in the PERS discount rate (and interest rate charged on the UAL) and actual investment ROR is shown below.

CalPERS Historical Discount Rate

Fiscal Year	Discount Rate
Prior	8.50%
1997-98	8.25
2003-04	7.75
2011-12	7.50
2016-17	7.375
2017-18	7.25
2018-19	7.00

**Total Fund Market Value &
Fund Returns by Fiscal Year****
(for FY end 6/30)

	(in billions)	(%)
2020	\$392.5	4.7%
2019	\$372.6	6.7%
2018	\$354.0	8.6%
2017	\$326.4	11.2%
2016	\$302.0	0.6%
2015	\$301.9	2.4%
2014	\$300.3	18.4%
2013	\$257.9	13.2%
2012	\$233.4	0.1%
2011	\$237.5	21.7%

* Public Employees' Retirement Fund (PERF)

** Time-weighted rate of return net of investment expenses

Annualized Investment Returns*
(for FY end 6/30)

1 year	4.7%
3 years	6.6%
5 years	6.3%
10 years	8.5%
20 years	5.5%
30 years	8.0%

* Time-weighted rate of return net of investment expenses

Whether the total projected \$9.17 million long-term savings discussed earlier will be realized depends on several factors, but the primary one is what the expected long-term ROR will be in future years. Unlike a traditional bond refunding, POBs savings over the long-term can be reduced because the ROR on plan assets is not a fixed, guaranteed return on funds deposited in the CalPERS investment pool and any shortfall in achieving the required 7% ROR is charged to the City.

Therefore, while POBs are considered a tool for managing the City's debt costs, what happens to the bond proceeds deposited with CalPERS must be considered.

For example, if CalPERS achieves only a 6% long term investment rate, the differential between the CalPERS required rate of return of 7% and the actual rate of return of 6% will add a new UAL base approximately equal to 1% of the market value of assets in the City's plans. In other words, the plan assets (whether or not funded with POB proceeds)

are required to generate a 7% ROR each year, and to the extent the ROR is lower, CalPERS adds a new liability each year that needs to be repaid. Without the POB proceeds, the plan assets are lower in the early years, so in effect, the new UAL amortization base created by the 6% ROR is lower. However, without the POB, the existing UAL payments are higher.

Conversely, investment gains from achieving a higher rate of return will provide a credit amortization base to the UAL to be used to offset future amortization bases. However, in no event does a credit amortization base resulting from an investment gain ever offset the City's normal pension cost. Because of this policy, if the investment return is consistently higher, it could ultimately create a net pension asset which is effectively "stranded" until there is another UAL amortization base to apply it to. Meanwhile, the City would still be paying the normal pension cost as well as the debt service on the POB, neither of which benefit from any net pension asset.

In general, if stranded net pension assets are a concern, public agencies may fund less than 100% of the UAL with POBs, leaving some portion to the UAL outstanding to be offset by future investment gains.

The timing of the CalPERS returns is another complexity to the analysis, since lower returns early in the process compound into greater payments later. Some agencies try to mitigate this by issuing a series of POBs and paying down the UAL over a number of years, in an effort to use a "dollar costs" averaging approach similar to how other investments could be made. The City's UAL is not large enough to make this an economic option.

Some agencies look at the "Monte Carlo Simulation" to assess the probability that the CalPERS investment pool will achieve a compounded rate of return that results in overall savings. The Monte Carlo Simulation generates random interest rate returns for each year the POBs are outstanding and then compares the ending portfolio balance between current UAL payments and POBs. Scenarios are run 10,000 times to determine the projected outcome (i.e., probability of success).

The results of a Monte Carlo Simulation do not insure a positive outcome. Monte Carlo Simulations should be used as a tool to help understand the key factors that drive the success of POBs—namely, the cushion between borrowing rates and the discount rate as well as volatility of the market—but should not be used to predict a final outcome. While the bond costs will be fixed when the bonds are issued, the success of a 20-year POB will be determined by investment decisions and changes in the market over the life of the bonds. The City engaged Bartell & Associates to run their Monte Carlo Simulation, which generated an 82% probability of success if the City's POBs achieve the projected 3% interest rate.

UAL Funding Policy

To address future UAL layers, and following the validation process (discussed below), the City Council will be presented with a draft UAL Funding Policy for consideration prior to the issuance of POBs.

Process to Issue POBs

The first step needed in the POB issuance process is the judicial validation by the court. The only issue that the courts will consider is the legal ability of the City to issue pension obligation bonds, and whether the sale meets the State of California constitutional requirements. Any potential financial impacts are not part of the court's analysis.

At the conclusion of the validation process, the court will enter a judgment in favor of the City that the obligation of the City (the liability owed to CalPERS), legally represents an "obligation imposed by law". Numerous prior court cases have determined that pension liabilities are obligations imposed by law, and therefore are exempt from the debt limitation requirements set forth in Article XVI, Section 18, of the California Constitution. Every other public agency has followed this same process for the issuance of pension obligation bonds in California.

The Resolution presented authorizes staff, Bond Counsel and the City Attorney to submit the necessary documents to the Los Angeles County Superior Court to start the judicial validation process as well as approves (1) the issuance of bonds in an amount not-to-exceed \$26 million and (2) a draft form of the Indenture of Trust for the bonds.

The Indenture of Trust identifies the duties and responsibilities of the trustee, establishes the terms and conditions which the bonds are to be issued, and to secure the payment of the principal and interest.

If the City Council approves staff's recommendations, two concurrent processes will begin. The first is the validation process referred to above, which takes a least 60 days and is expected to take up to 90 days. At the same time, staff and consultants will prepare other required financing documents and submit the financing to Standard & Poor's for a credit rating. It is important that these two processes run concurrently in order to expedite the final bond approval, issue at the POBs at the soonest possible date and secure the lowest interest rate for POBs, eliminating as much "down time" as possible in the issuance process.

The final actions to be taken by the City Council in October include approval of the Preliminary Official Statement and bond purchase agreement, specifying a not-to-exceed interest rate for the POB and underwriting discount, and approval of the UAL funding policy. The estimated savings from issuing the POB will be updated at that time based on changes in market conditions.

The resolution also authorizes staff to engage the selected municipal advisor, bond counsel, disclosure counsel and underwriter.

Financial Impact

The estimated budgetary savings to the General Fund are \$9.17 million as shown in the table below based on an all-in effective interest rate of 3.0%.

FYE June	UAL		
30	Payments	Debt Service	Reduction
2023	2,378,124	(1,795,000)	583,124
2024	2,548,853	(1,794,000)	754,853
2025	2,728,752	(1,795,000)	933,752
2026	2,847,265	(1,792,000)	1,055,265
2027	2,959,437	(1,791,000)	1,168,437
2028	3,034,751	(1,791,000)	1,243,751
2029	3,112,133	(1,793,000)	1,319,133
2030	3,191,644	(1,792,000)	1,399,644
2031	1,973,355	(1,792,000)	181,355
2032	2,021,550	(1,795,000)	226,550
2033	1,966,709	(1,795,000)	171,709
2034	1,907,484	(1,794,000)	113,484
2035	1,803,234	(1,800,000)	3,234
2036	1,645,779	(1,645,000)	779
2037	1,380,928	(1,378,000)	2,928
2038	1,219,955	(1,219,000)	955
2039	1,049,252	(1,044,000)	5,252
2040	914,735	(914,000)	735
2041	825,094	(821,000)	4,094
2042	581,495	(580,000)	1,495
2043	418,473	(417,000)	1,473
2044	254,436	(253,000)	1,436
Total	40,763,433	(31,590,000)	9,173,433

There are no savings in Fiscal Year 2021-22 due to the timing of the bond issue mid-year. Using bond proceeds, the City will capitalize the payment of interest on the POB that would otherwise be due on June 1, 2022 so that there will be no doubling up of pension costs (UAL payment + debt service) in Fiscal Year 2021-22.

Interest rates are subject to fluctuation and may increase or decrease between now and the expected issuance of the Bonds in late September. For every ¼% change in interest rates, the total debt service and the net savings will change by \$620,000.

When the validation is complete and the remaining financing documents are submitted to the City Council in October, interest rates and savings information will be updated.

The costs to issue the POBs are approximately \$365,000, 1.5% of the amount of the bond issue.

Bond Counsel	\$ 65,000
Disclosure Counsel	22,500
City Attorney/ Validation	5,000
Municipal Advisor	60,000
Official Statement Preparation	15,000
Printing	2,000
Trustee	3,000
Rating Fee	25,000
Contingency	<u>2,500</u>
Total Fixed Costs	200,000
Underwriter (0.675% of Bonds)	<u>165,000</u>
Total Costs	\$ 365,000

The costs of issuance are financed as part of the bond issue, and the savings noted herein are net of the costs to issue the POBs.

RECOMMENDED ACTION

It is recommended that the City Council read by title only and adopt Resolution No. 21:021.

CITY OF PARAMOUNT
LOS ANGELES COUNTY, CALIFORNIA

RESOLUTION NO. 21:021

RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF BONDS
TO REFUND CERTAIN PENSION OBLIGATIONS OF THE CITY,
APPROVING THE FORM AND AUTHORIZING THE EXECUTION OF A
TRUST AGREEMENT, AUTHORIZING JUDICIAL VALIDATION
PROCEEDINGS RELATING TO THE ISSUANCE OF SUCH BONDS AND
AUTHORIZING ACTIONS RELATED THERETO

WHEREAS, the City has previously elected to become a contracting member of the California Public Employees' Retirement System ("CalPERS"); and

WHEREAS, the Public Employees' Retirement Law (commencing with section 20000 of the California Government Code) and the contract (the "CalPERS Contract") between the Board of Administration of CalPERS and the City Council of the City (the "City Council") obligate the City to (i) make contributions to CalPERS to fund pension benefits for certain City employees, (ii) amortize the unfunded accrued actuarial liability with respect to such pension benefits, and (iii) appropriate funds for the foregoing purposes; and

WHEREAS, as of the June 30, 2019 CalPERS valuation, the City's projected total unfunded accrued actuarial liability to CalPERS for its Miscellaneous Plan (excluding the PEPRA Tier) rolled forward to June 30, 2021, was \$24,288,667; and

WHEREAS, the City projects that as of the June 30, 2020 CalPERS valuation, the City's projected additional unfunded accrued actuarial liability to CalPERS for its Miscellaneous Plan (excluding the PEPRA Tier) rolled forward to June 30, 2021, will increase the liability by \$1,553,000; and

WHEREAS, the City desires to authorize the issuance of its City of Paramount Taxable Pension Obligation Bonds, Series 2021 (the "Bonds") pursuant to the provisions of Articles 10 and 11 of Chapter 3 of Part 1 of Division 2 of Title 5 of the California Government Code, commencing with section 53570 of said Code (the "Bond Law"), for the purpose of refunding all or a portion of the City's obligations to CalPERS, as evidenced by the CalPERS Contract, to pay all or a portion of its accrued actuarial liability with respect to pension benefits for its Miscellaneous Plan (excluding the PEPRA Tier) under the Public Employees' Retirement Law, to pay capitalized interest on the Bonds and to pay the costs of issuance of the Bonds, and for no other purpose; and

WHEREAS, the obligations of the City with respect to the Bonds, including the obligation to make all payments of interest and principal on the Bonds when due, will be obligations of the City imposed by law and will be absolute and unconditional, without any right of set-off or counterclaim, the Bonds will not constitute an obligation of the City for which the City is obligated to levy or pledge any form of taxation, neither the Bonds nor the obligations of the City to make payments on the Bonds will constitute an indebtedness of the City, the State of California or any of its political subdivisions in contravention of

any constitutional or statutory debt limitation or restriction and the Council will be obligated to make appropriations to pay the Bonds from any source of legally available funds of the City; and

WHEREAS, the City expects that the need may arise in the future to enter into additional agreements (e.g., trust agreement, loan agreement, bond, note, indenture, or resolution) pursuant to the Refunding Law to amortize additional accrued actuarial liability with respect to pension benefits for its Miscellaneous Plan under the Public Employees' Retirement Law and the PERS Contract and to fund normal contributions required by the PERS Contract ("Additional Obligations"); and

WHEREAS, the City has determined the advisability of filing an action to determine the validity of the Trust Agreement (hereinafter defined), the Bonds and Additional Obligations and the actions proposed to be taken in connection therewith; and

WHEREAS, pursuant to section 5852.1 of the Government Code, certain information relating to the Bonds is set forth in Exhibit A attached to this Resolution, and such information is hereby disclosed and made public; and

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

SECTION 1. The above recitations are true and correct.

SECTION 2. Authorization. Bonds, in the aggregate principal amount of not to exceed twenty-six million dollars (\$26,000,000) are hereby authorized to be issued by the City under and subject to the terms of the Bond Law and this Resolution for the purpose of refunding the City's obligation to CalPERS evidenced by the CalPERS Contract and paying the costs of issuance of the Bonds.

SECTION 3. Approval of Trust Agreement. The Council hereby approves trust agreement, by and between the City and The Bank of New York Mellon Trust Company, N.A., as trustee, prescribing the terms and provisions of the Bonds, the application of the proceeds of the Bonds and providing for the issuance of Additional Obligations, in the form on file with the City Clerk (the "Trust Agreement"). The Mayor, the City Manager and the Finance Director (each, an "Authorized Officer"), each acting alone, are hereby authorized and directed to execute and deliver, and the City Clerk is hereby authorized and directed to attest to such signatures on, the Trust Agreement for and in the name and on behalf of the City in such form, together with such changes therein, deletions therefrom and additions thereto as the Authorized Officer executing the same shall approve, subject to the advice of Bond Counsel and the City Attorney, such approval to be conclusively evidenced by the execution and delivery of the Trust Agreement. Under no circumstances shall the elected Mayor be authorized to make any such changes on his or her own. The Council hereby authorizes the delivery and performance of the Trust Agreement.

SECTION 4. Validation Action. In order to determine the validity of the Trust Agreement, the Bonds and Additional Obligations and the actions authorized by this Resolution and the Trust Agreement to be taken in connection therewith, the Council

hereby authorizes the City Attorney, in concert with Bond Counsel, to prepare and cause to be filed and prosecuted to completion all proceedings required for the judicial validation of the Bonds and Additional Obligations in the Superior Court of Los Angeles County, under and pursuant to the provisions of sections 860 et seq. of the California Code of Civil Procedure. The Council further authorizes the Authorized Officers, the City Clerk, and any and all other officers, employees and agents of the City to take any and all actions, including the execution and delivery or appropriate documentation, as may be required to conclude such judicial validation proceedings.

SECTION 5. Consultants. The Authorized Officers are each authorized to accept proposals from Quint & Thimmig, LLP, to act as Bond Counsel, Jones Hall, to act as Disclosure Counsel, and Harrell & Company Advisors, LLC, to serve as Municipal Advisor to the City, substantially in the form on file with the City Manager and to appoint Raymond James & Associates as the Underwriter.

SECTION 6. Official Actions. The Authorized Officers and any and all other officers of the City are hereby authorized and directed, for and in the name and on behalf of the City, to do any and all things and take any and all actions, which they, or any of them, may deem necessary or advisable in the issuance, sale and delivery of the Bonds, including applying for municipal bond insurance if such insurance is determined to be appropriate. Whenever in this Resolution any officer of the City is directed to execute or countersign any document or take any action, such execution, countersigning or action may be taken on behalf of such officer by any person designated by such officer to act on his or her behalf in the case such officer is absent or unavailable. All actions heretofore taken by any Authorized Officer or any office, employee or agent of the City with respect to the Bonds, the validation proceedings or in connection with or related to any of the agreements referred to herein are hereby approved, ratified and confirmed.

SECTION 7. Certification. The City Clerk shall certify to the passage and adoption hereof.

SECTION 8. This Resolution shall take effect immediately upon its adoption.

PASSED, APPROVED and ADOPTED by the City Council of the City of Paramount on this 22nd day of June 2021.

Brenda Olmos, Mayor

ATTEST:

John Moreno, City Manager

EXHIBIT A

GOVERNMENT CODE SECTION 5852.1 DISCLOSURE

The following information consists of estimates that have been provided by the City's municipal advisor which has been represented to have been provided in good faith:

(A) True Interest Cost of the Bonds: 2.87%

(B) Finance Charges (Costs of Issuance): \$365,000

(C) Net Proceeds to be Received for the Bonds (net of finance charges and capitalized interest): \$23,821,000

(D) Total Payment Amount through Maturity: \$31,882,000

(E) Annual Cost to Administer the Bonds: \$6,000

The foregoing estimates constitute good faith estimates only.

The principal amount of the Bonds, the true interest cost of the Bonds, the finance charges thereof, the amount of proceeds received therefrom and total payment amount with respect thereto may differ from such good faith estimates due to (a) the actual date of the sale of the Bonds being different than the date assumed for purposes of such estimates, (b) the actual principal amount of Bonds sold being different from the estimated amount used for purposes of such estimates, (c) the actual amortization of the Bonds being different than the amortization assumed for purposes of such estimates, (d) the actual market interest rates at the time of sale of the Bonds being different than those estimated for purposes of such estimates, (e) other market conditions, or (f) alterations in the City's financing plan, or a combination of such factors. The actual date of sale of the Bonds and the actual principal amount of Bonds sold will be determined by the City based on the timing of the need for proceeds of the Bonds and other factors. The actual interest rates with respect to the Bonds will depend on market interest rates at the time of sale thereof. The actual amortization of the Bonds will also depend, in part, on market interest rates at the time of sale thereof. Market interest rates are affected by economic and other factors beyond the control of the City.

JUNE 22, 2021

RESOLUTION NO. 21:020

“A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARAMOUNT
SETTING THE EMPLOYER PAID MEMBER CONTRIBUTION AT FOUR
PERCENT (4%) FOR CLASSIC CALPERS EMPLOYEES, EFFECTIVE
JULY 3, 2021”

MOTION IN ORDER:

READ BY TITLE ONLY AND ADOPT RESOLUTION NO. 21:020.

MOTION:

MOVED BY: _____

SECONDED BY: _____

[] APPROVED

[] DENIED

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____



To: Honorable City Council
From: John Moreno, City Manager
By: Andrew Vialpando, Assistant City Manager
Date: June 22, 2021

**Subject: RESOLUTION NO. 21:020
SETTING THE EMPLOYER PAID MEMBER CONTRIBUTION AT FOUR
PERCENT (4%) FOR CLASSIC CALPERS EMPLOYEES, EFFECTIVE
JULY 3, 2021**

BACKGROUND

The City of Paramount is a member of the California Public Employees' Retirement System (CalPERS). The cost for the City to participate as a member of the CalPERS system is broken out by several segments that include, among liability costs, both employer and employee contributions. These contributions, known as Normal Costs, are shared by the City (employer) and the employees. The Normal Cost represents the annual cost of service accrual for the upcoming Fiscal Year for active employees, is established by contract, and is based on the City's established retirement formula. Normal Costs are shown as a percentage of employee payroll paid as part of the payroll reporting process, and are broken down into two categories of contributions: employee contribution and the employer contribution.

The passage of the California Public Employees' Pension Reform Act (PEPRA) by California voters in 2013 resulted in a variety of pension reforms for public employees across the State, including capping employees who joined CalPERS after January 1, 2013 ("PEPRA Employees") at a different retirement formula than "Classic Employees" who became CalPERS members prior to 2013. This law established different contribution formulas for City employees creating disparity between Classic and PEPRA employee members.

Current Employer and Employee Contributions

The City's Classic Employees are required to contribute 8% of their reportable wages to CalPERS, and the employer is required to contribute 13.3%. Currently, the City pays 6% of the employee contribution for Classic Employees, which is known as the Employer Paid Member Contribution (EPMC) and the employee pays only 2%. The PEPRA law does not allow employers to pay any part of the employee contribution for PEPRA employees. As a result, PEPRA employees pay the full 7.75% of the employee portion, and the City pays its 7.54% employer contribution of the Normal Costs. It should be noted that the

percentage difference of the employee contributions between Classic and PEPRAs members is due to the different pension formula required by the PEPRAs law for the newer employees.

The City is only one of three cities in the area paying all or a portion of the EPMC benefit.

Proposed Changes to Minimize Disparity

As mentioned above, the changes in the State's Public employee pension laws created a clear disparity in employee benefits by creating two tiers of take-home pay within the City's workforce. Because newer PEPRAs employees are legally prohibited from enjoying the benefit of an EPMC, an employee in one classification is paying a higher CalPERS contribution out of pocket compared to a Classic Employee in the same position. The differences in contributions translate to unbalanced compensation between employees in the same position doing the same work, only because they were hired at different times.

To minimize the disparity between the compensation and benefits of the City's workforce, staff set out to reduce the City's EPMC using a phased annual approach beginning in FY20. At the time, the City Council approved a 2% reduction of the EPMC from 8% to 6%, with the employee paying 2% of their CalPERS member contributions. Due to the uncertainties surrounding the COVID-19 pandemic, no changes were made to compensation or benefits in FY 21.

With the FY 22 City outlook expected to return to full operations, it is recommended that the City resume its prudent approach to adjusting the EPMC to be in line with other public agencies. Staff is recommending an additional 2% reduction of the EPMC benefit for Classic Employees from 6% to 4% of the employee contribution of the Normal Costs. This change would translate to the City contributing 4% of Classic Employees' share of the CalPERS contribution in addition to the employer portion. Classic Employees' would match the City's portion by paying 4% of their required contribution. No changes would occur to PEPRAs employees, in accordance with State law.

To offset any loss of take-home pay for Classic Employees, staff is also recommending a 3% Cost of Living Adjustment (COLA) for all full-time employees to keep pace with inflation and the labor market.

This action was discussed with the Teamsters Local 911, which represents 21 employees in the Public Works Department. At the time this report was written, the represented employees were considering this matter. In order for the recommended changes to the CalPERS EPMC to be implemented, CalPERS requires the adoption of a Resolution by the City Council.

RECOMMENDED ACTION

It is recommended that the City Council read by title only and adopt Resolution No. 21:020.

CITY OF PARAMOUNT
LOS ANGELES COUNTY, CALIFORNIA

RESOLUTION NO. 21:020

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARAMOUNT
SETTING THE EMPLOYER PAID MEMBER CONTRIBUTION AT FOUR
PERCENT (4%) FOR CLASSIC CALPERS EMPLOYEES, EFFECTIVE
JULY 3, 2021

WHEREAS, the governing board of the City of Paramount has the authority to implement Government Code Section 20691; and

WHEREAS, the governing board of the City of Paramount has a written labor policy or agreement which specifically provides for the normal member contributions to be paid by the employer; and

WHEREAS, one of the steps in the procedures to implement Section 20691 is the adoption by the governing body of the City of Paramount of a Resolution to commence said Employer Paid Member Contributions (EPMC); and

WHEREAS, the governing body of the City of Paramount has identified the following conditions for the purpose of its election to pay EPMC:

1. This benefit shall apply to all employees of Classic Miscellaneous.
2. This benefit shall consist of paying 4% of the normal member contributions as EPMC.
3. The effective date of this Resolution shall be July 3, 2021.

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

SECTION 1. The above recitations are true and correct.

SECTION 2. The governing body of the City of Paramount elects to pay EPMC, as set forth above.

SECTION 3. This Resolution shall take effect on July 3, 2021.

PASSED, APPROVED, and ADOPTED by the City Council of the City of Paramount this 22nd day of June 2021.

Brenda Olmos, Mayor

ATTEST:

Heidi Luce, City Clerk

JUNE 22, 2021

RESOLUTION NO. 21:017

“A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARAMOUNT, APPROVING AND ADOPTING THE FISCAL YEAR (FY) 2022 ANNUAL MUNICIPAL OPERATING AND CAPITAL IMPROVEMENT BUDGET, ASSIGNING THE FY 2021 SURPLUS IF APPLICABLE, AMENDING THE AUTHORIZED POSITION LISTING AND SALARY SCHEDULE FOR CITY EMPLOYEES, AND AUTHORIZING THE CITY MANAGER TO ADMINISTER SAID BUDGET AND MAKE SUCH CHANGES AS MAY BE NECESSARY DURING THE FISCAL YEAR TO MAINTAIN STANDARDS AND LEVELS OF SERVICES AND ACHIEVE THE INTENT OF THE CITY COUNCIL IN PROVIDING MUNICIPAL SERVICES FOR FY 2022”

MOTION IN ORDER:

READ BY TITLE ONLY AND ADOPT RESOLUTION NO. 21:017.

MOTION:

MOVED BY: _____

SECONDED BY: _____

[] APPROVED

[] DENIED

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____



To: Honorable City Council

From: John Moreno, City Manager

By: Karina Liu, Finance Director
Clyde Alexander, Assistant Finance Director

Date: June 22, 2021

**Subject: RESOLUTION NO. 21:017
APPROVING AND ADOPTING THE FISCAL YEAR (FY) 2022 ANNUAL
MUNICIPAL OPERATING AND CAPITAL IMPROVEMENT BUDGET,
ASSIGNING THE FY 2021 SURPLUS IF APPLICABLE, AMENDING THE
AUTHORIZED POSITION LISTING AND SALARY SCHEDULE FOR CITY
EMPLOYEES, AND AUTHORIZING THE CITY MANAGER TO
ADMINISTER SAID BUDGET AND MAKE SUCH CHANGES AS MAY BE
NECESSARY DURING THE FISCAL YEAR TO MAINTAIN STANDARDS
AND LEVELS OF SERVICES AND ACHIEVE THE INTENT OF THE CITY
COUNCIL IN PROVIDING SERVICES FOR FY 2022**

The City Council is conducting an in depth review of the Proposed Budget for Fiscal Year (FY) 2022 at the Study Session tonight.

This budget outlines our spending plan that continues to address the community's needs, while positioning Paramount to restore programs and services as the post-COVID-19 recovery takes shape. Since COVID-19 began to spread widely in the United States and the statewide mandatory safer-at-home order took effect, a toll was taken on our economy. In reflecting over the past year and the adversity that came with it, we remained nimble, and we were able to strategically respond to the challenges of the unknown and unexpected. Fortunately, the sales tax measure, Measure Y, passed overwhelmingly by the voters in March 2020. This signified the trust and confidence that residents have in their City, and provided a much-needed revenue stream during the pandemic to offset the loss of revenues in many areas. The additional revenues from Measure Y, along with our conservative and fiscally responsible spending habits, have provided funding for much-needed capital improvement projects and allowed us to propose a break-even budget for FY 2022.

It is impossible to anticipate the depth and duration of the economic downturn caused by the pandemic at this time. However, as the "Blueprint for a Safer Economy" was lifted on June 15, 2021, we are starting to get a clearer picture of our financial outlook in the next few months. In light of all that, this is a preliminary spending plan for FY 2022 using our traditional conservative spending habits and revenue predictions. We are planning to revisit this budget once the final guidance of the American Rescue Plan Act (ARPA) is made available by the US Department of Treasury and adopt a revised budget in the near future.

The following are the FY 2022 budget highlights:

Human Resources

This budget proposes a 3% Cost-of-Living Adjustment (COLA) to all full-time positions, excluding the City Manager, and part-time positions, excluding STAR part-time positions, and setting the Employer Paid Contribution (EMPC) at 4% (previously at 6%) for Classic CalPERS Employees. The total cost of implementing the COLA, net of the EMPC, is \$195,850.

In an effort to ensure our labor force remains competitive in the labor market, a compensation study was performed in the current year. As a result, the compensation of four positions whose compensation is considered the most severely under market will be adjusted in FY 2022 including IT Analyst, IT Manager, Water Supervisor, and Water Superintendent. In addition, a further compensation study will be performed for part-time employees to bring them into compliance with California's minimum wage law.

Capital Improvement Projects (CIPs)

The capital improvement budget for FY 2022 is a robust \$21,999,850 funded by the General Fund (\$2,578,100), various grants and restricted funds (\$16,731,750), and the Water Fund (\$2,690,000). A complete list of projects is detailed from pages 142 to 149 of the budget document.

It includes \$15,107,850 in street, sidewalk, and signal projects, as we continue improving our arterial street corridors and neighborhood streets. In addition, it includes funding for the design of two large-scale improvement projects, the Alondra Avenue Widening project (\$4.6 million), and the WSAB Bikeway Phase 4 project (\$3.03 million).

Appropriation for park and landscape projects totals \$2,937,900. This amount includes various improvements at Paramount Park, such as new playground equipment, and ballfield lighting. In addition, restroom renovations at various parks are budgeted along with the walking track replacement at Salud Park. Funding to continue the work for the Paramount Pool replaster and deck repairs (\$947,900) is included as well.

The proposed budget for miscellaneous projects is \$917,100. This amount includes the Civic Center fountain upgrades, emergency operations equipment, City Yard roof replacement, neighborhood enhancement program, and various other projects.

A new category of project called Sustainability Projects is also part of this budget totaling \$347,000. The projects include EV charging stations, solar power storage, Paramount Park interior/exterior LED lighting, City Hall LED retrofit lighting, and HVAC energy upgrades at the Paramount Gym.

FY 2021 Final Budget

Every ten years or so, a twenty seventh (27th) pay period occurs compared to the normal twenty six (26), as we are on a bi-weekly payroll schedule. This fiscal year we will be accruing that pay period, which ends on July 2nd, to FY 2021. The total cost is \$577,800.

FY 2021 Final and FY 2022 Proposed Budget

The following are changes made since the June 2nd budget presentation.

- | | |
|----------------|--|
| <u>FY 2021</u> | <ul style="list-style-type: none">• Decrease in SEAACA delinquent canvass: \$13,500 (GF)• Increase in Sheriff's special event: \$15,000 (GF)• Increase in CIP 9131 neighborhood street resurfacing: \$27,000 (Measure R)• Increase in CIP 9172 utility art: \$6,000 (Public Art)• Increase in CIP 9116 Well #16: \$80,000 (Water-L) |
| <u>FY 2022</u> | <ul style="list-style-type: none">• Increase in miscellaneous revenue: \$80,000 (GF)• City Council membership: \$600 (GF)• Addition of part-time compensation study: \$10,000 (GF)• Increase in Public Safety salaries/benefits: \$78,400 (GF)• Decrease in SEAACA delinquent canvass: \$13,500 (GF)• Increase in SEAACA contract: \$5,650 (GF)• Addition of 5-year consolidation plan and assessment of fair housing: \$49,500 (CDBG)• Decrease carryover for CIP 9131: \$27,000 (Measure R)• Decrease carryover for CIP 9116: \$80,000 (Water-IBank) |

The attached resolution adopts the City's FY 2022 Budget in the amount of \$72,606,350. Of this amount, \$50,606,500 represents the operating budget and \$21,999,850 represents the capital improvement budget.

Summary

The following resolutions relating to the adoption of the City's annual budget are included:

- a) Resolution No. 21:020 – Setting the Employer Paid Contribution (EMPC) at 4% for Classic CalPERS Employees Effective July 3, 2021.
- b) Resolution No. 21:017 – Adopting the City of Paramount FY 2022 Budget
- c) Resolution No. 21:018 – Adopting the Gann Appropriations Limit
- d) Resolution No. 21:019 – Adopting the FY 2022 Statement of Investment Policy

RECOMMENDED ACTION

It is recommended that the City Council read by title only and adopt Resolution No. 21:017.

CITY OF PARAMOUNT
LOS ANGELES COUNTY, CALIFORNIA

RESOLUTION NO. 21:017

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARAMOUNT, APPROVING AND ADOPTING THE FISCAL YEAR (FY) 2022 ANNUAL MUNICIPAL OPERATING AND CAPITAL IMPROVEMENT BUDGET, ASSIGNING THE FY 2021 SURPLUS IF APPLICABLE, AMENDING THE AUTHORIZED POSITION LISTING AND SALARY SCHEDULE FOR CITY EMPLOYEES, AND AUTHORIZING THE CITY MANAGER TO ADMINISTER SAID BUDGET AND MAKE SUCH CHANGES AS MAY BE NECESSARY DURING THE FISCAL YEAR TO MAINTAIN STANDARDS AND LEVELS OF SERVICES AND ACHIEVE THE INTENT OF THE CITY COUNCIL IN PROVIDING MUNICIPAL SERVICES FOR FY 2022

WHEREAS, the City Manager has prepared the Fiscal Year 2022 Annual Municipal Operating and Capital Improvement Budget (FY 2022 Budget) in accordance with the Paramount Municipal Code, Section 2.08.20(E); and

WHEREAS, the City Council has examined the Fiscal Year 2022 Budget with the City Manager; and

WHEREAS, the City Council finds the proposed capital improvements to be exempt from the provisions of the California Environmental Quality Act (CEQA) as Section 15301, 15302, 15303, 15304, and 15311 Categorical Exemptions: operation, repair, maintenance, or minor alteration of existing structures or facilities not expanding use; replacement or reconstruction of existing structures or facilities on the same site having the same purpose; new construction of limited small new facilities, and installation of small, new equipment and facilities; minor alterations in the condition of the land, such as grading, gardening, and landscaping that do not affect sensitive resources; and construction of minor structures accessory to existing facilities; and

WHEREAS, the City, pursuant to Federal regulations 24 CFR Part 570.301 under the Housing and Community Development Act (HCDA) of 1974, as amended, has obtained citizen comments on proposed projects which will be undertaken using CDBG and HOME funds; and

WHEREAS, the City Council has reviewed the estimated Fiscal Year 2021 revenues, expenditures, and fund balances as projected to the end of the fiscal year; and

WHEREAS, it is the intention of the City Council to assign any General Fund surplus as of June 30, 2021 to unassigned and assigned fund balances within the General Fund and/or to the Equipment Replacement Fund at the discretion of the City Manager and the Finance Director, and while the actual amount of the Fiscal Year 2021 surplus cannot be determined at this time, a breakeven budget is included; and

WHEREAS, certain capital improvement projects in Fiscal Year 2021 require continuing appropriations to complete the projects; and

WHEREAS, the City Council has studied and discussed the Fiscal Year 2022 Budget.

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

SECTION 1. The above recitations are true and correct.

SECTION 2. That the General Fund surplus as of June 30, 2021 shall be assigned to unassigned and assigned fund balances within the General Fund and/or to the Equipment Replacement Fund at the discretion of the City Manager and Finance Director.

SECTION 3. That the Fiscal Year 2022 Annual Municipal Operating Budget is hereby approved and adopted as amended by the City Council and that appropriations be made, by department, in the following amounts:

<u>Department</u>	<u>Amount</u>
Council/Commissions	\$ 365,900
Community Promotion	455,100
City Attorney	392,450
City Manager/City Clerk	1,067,550
Administrative Services	1,828,000
Finance	4,558,150
Planning	3,654,100
Public Safety	13,823,950
Community Services and Recreation	5,438,900
Public Works	<u>19,022,400</u>

TOTAL OPERATING EXPENDITURES BY DEPT.	<u>\$ 50,606,500</u>
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SECTION 4. That the above appropriations for Fiscal Year 2022 shall be expended by the following funds:

<u>Fund</u>	<u>Amount</u>
General Fund	\$ 30,823,550
American Rescue Plan Act (ARPA)	215,650
Community Development Block Grant	1,165,950
Community Development Block Grant-CV	75,950
HOME Investment Partnership Act	404,900
After School Education and Safety	2,116,700
Gas Tax Fund	1,337,500
Traffic Safety Fund	150,000

<u>Fund</u>	<u>Amount</u>
AB 939 Fees	\$ 69,950
Air Quality Management District	98,500
Proposition A Transit Tax	838,450
Proposition C Transit Tax	170,200
Measure R Transit Tax	65,350
Measure M Transit Tax	72,000
Measure W Safe Clean Water Tax	685,000
Maintenance District Funds	14,150
Art Fund	5,000
Public Access	5,000
General Plan	575,900
Other Grants Fund:	
CalRecycle	13,900
LA County Probation Grant	70,000
Park Maintenance – Paramount Park	22,600
SB 2 Planning Grant	160,000
SB 821	40,650
State COPS	101,000
Used Oil	6,800
Municipal Water Fund	11,151,850
Equipment Replacement Fund	<u>150,000</u>
TOTAL OPERATING EXPENDITURES BY FUND	<u>\$ 50,606,500</u>

SECTION 5. That the Fiscal Year 2022 Annual Municipal Capital Improvement Budget is hereby approved and adopted as amended by the City Council and that appropriation be made, by project, in the following amounts:

<u>NEW CAPITAL PROJECTS FOR FY 2022</u>	<u>Amount</u>
Installation of Services and Hydrants-2022	\$ 75,000
Annual Valve Replacement Program-2022	25,000
Arterial Street Resurfacing-2022	1,086,000
Neighborhood Street Resurfacing-2022	1,304,000
Traffic Signal Alondra/Passage	331,900
Traffic Signal Garfield/70th	175,000
City Entry Monument Signs	105,000
Traffic Safety Improvements	250,000
Drought Tolerant Median Conversion	325,000
Sport Court Repairs	55,000
Village Park Outdoor Restroom Upgrades	55,000
Progress Park Outdoor Restroom Upgrades	55,000
Community Gardens Renovations	35,000
Paramount Park Playground	200,000
Paramount Park Community Center Exterior Improvement	10,000
Paramount Park Exterior Repainting	50,000
Paramount Park Picnic Shelter Renovation	100,000

<u>NEW CAPITAL PROJECTS FOR FY 2022</u>	<u>Amount</u>
Dills Park Community Orchard	150,000
Dills Park Restroom	300,000
Progress Park Plaza Exterior Art Install & Lighting Upgrades	190,000
Progress Park Picnic Shelter	40,000
Snack Shack Renovations	40,000
Salud Park Walking Track Replacement	185,000
Progress Plaza Exterior Design	25,000
Gym Improvements	178,000
Paramount Park Ballfield Lighting	250,000
City Yard Roof Replacement	160,000
Neighborhood Enhancement Program-2022	50,000
Paramount Paints Program-2022	50,000
Bus Stop Trash Cans	24,000
Emergency Operations Equipment	200,000
Clearwater Restroom Fixtures Upgrade	46,100
Civic Center Fountain Upgrade	300,000
EV Charging Stations at Paramount Park	70,000
Solar Power Storage at City Yard	77,000
Paramount Park Interior/Exterior LED Lighting	50,000
City Hall LED Retrofit Lighting	65,000
HVAC/Condensing Unit Replacement at Paramount Gym	<u>85,000</u>
Subtotal New Capital Projects FY 2022	<u>\$ 6,772,000</u>

<u>CARRY-OVER CAPITAL PROJECTS FROM FY 2021</u>	<u>Amount</u>
Well #16 Design/Construction	\$ 2,500,000
Well #15 VFD Installation	90,000
Rosecrans Bridge Repair	385,000
WSAB Bikeway Phase 2	383,500
WSAB Bikeway Phase 4	3,027,450
Neighborhood Street Resurfacing – FY 2021	2,105,000
Civic Center Monument Sign	60,000
Bus Shelters	810,000
Alondra Blvd. Widening	4,600,000
Vermont Street Improvement	90,000
Drought Tolerant Median Conversion	70,000
Paramount Park Pool Replaster	947,900
Progress Plaza Facility Improvements	60,000
Dills Park Informational Sign Replacement	12,000
Civic Center Fountain Design	20,000
Mariposa/Progress Plaza Carpet Replacement	13,000
Progress Plaza Audio/Visual Improvement	5,000
Sculpture Commemorating 5-Female-Council	<u>49,000</u>

Subtotal Carry-Over Projects from FY 2021	<u>\$ 15,227,850</u>
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TOTAL CAPITAL IMPROVEMENTS - FY 2022	<u>\$ 21,999,850</u>
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SECTION 6. That the above capital improvement project appropriations for Fiscal Year 2022 shall be expended by the following funds:

<u>Fund</u>	<u>Amount</u>
General Fund	\$ 2,578,100
Capital Improvement Project (CIP) Reserve	453,000
AB 2766	70,000
American Rescue Plan Act (ARPA)	650,000
California Natural Resources Agency (CRNA)	2,872,350
Early Action Grant	4,800,000
Highway Bridge Repair Program	150,000
Highway Safety Improvement Program (HSIP)	581,900
Measure A Park Grant	690,000
Measure M Transit Tax	1,208,500
Measure R Transit Tax	774,300
Proposition A Transit Tax	834,000
Proposition 68 Parks & Water Bond Act	178,000
Proposition C Transit Tax	961,000
Public Access Fund	5,000
Public Art Fund	249,000
SB 1 – Road Maintenance & Repair Act (RMRA)	2,084,700
SB 1 – Active Transportation Program (ATP)	170,000
Municipal Water Fund	<u>2,690,000</u>

TOTAL CAPITAL IMPROVEMENT APPROPRIATIONS	<u>\$ 21,999,850</u>
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SECTION 7. That the City shall not undertake any capital improvements without adequate environmental review and approval.

SECTION 8. That a cost-of-living adjustment of three (3) percent for all full-time employees and part-time employees, excluding STAR part-time employees, is effective July 3, 2021.

SECTION 9. That the City Council amends the "Authorized Position Listing for Full-Time Positions" as follows:

AUTHORIZED POSITION LISTING
FOR FULL-TIME POSITIONS

<u>Positions Authorized</u>	<u>Job Classification Titles</u>	<u>Pay Range Number</u>
1	City Manager	278
1	City Attorney	261
1	Assistant City Manager	257
1	Community Services Director	255
1	Finance Director	255
1	Planning Director	255
1	Public Safety Director	255
1	Public Works Director	255
1	City Clerk	252
1	Assistant Community Services Director	250
1	Assistant Finance Director	250
1	Assistant Planning Director	250
1	Assistant Public Safety Director	250
1	Assistant Public Works Director	250
1	Building & Safety Manager	202
1	Human Resources Manager	202
1	Public Works Operations Manager	196
1	Public Information Officer	194
1	Water Superintendent	192
1	Information Technology (IT) Manager	190
2	Senior Accountant	188
1	Public Works Manager	186
1	Senior Services Program Supervisor	183
2	Building and Safety Inspector	182
1	Management Analyst II	178
1	Information Technology (IT) Analyst I	174
1	Water Supervisor	174
1	Associate Planner	170
3	Community Services Supervisor	170
1	Finance Supervisor	170
2	Maintenance Supervisor	170
3	Management Analyst	170
1	Senior Code Enforcement Officer	165
1	Community Service Officer Supervisor	163
1	Executive Assistant	163
3	Code Enforcement Officer	155
1	Community Services Specialist	151
1	Building Permit Technician	151
1	Graphic Artist/Social Media Coordinator	151
3	Finance Technician	148
1	Payroll Technician	148

<u>Positions Authorized</u>	<u>Job Classification Titles</u>	<u>Pay Range Number</u>
6	Administrative Assistant	148
6	Senior Maintenance Worker	148
3	Senior Water Operator	148
1	Warehouse Attendant	148
7	Community Service Officer	142
1	Parking Control Officer	140
2	Office Assistant II	137
8	Maintenance Worker	137
4	Water Operator	137
<u>90</u>		

POSITION LISTING FOR PART-TIME POSITIONS

<u>Job Classification Titles</u>	<u>Pay Range Number</u>
Accounting Specialist	128
Code Enforcement Officer	121
Information Technology Specialist	108
Finance Assistant	87
Recreation Assistant	87
Finance Aide	72
HR Assistant	72
Public Service Assistant	72
Administrative Intern	68
Planning Intern	68
Recreation Coordinator	68
Office Assistant I	58
Senior Recreation Leader	53
Maintenance Aide	48
Office Aide	48
Water Operator Aide	48
Recreation Leader	48
Social Media Aide	48

POSITION LISTING FOR PART-TIME STAR POSITIONS

<u>Job Classification Titles</u>	<u>Pay Range Number</u>
STAR Program Assistant	S45
STAR Program Coordinator	S24
STAR Senior Program Leader	S10
STAR Program Leader	S01

SECTION 10. That the City Council amends the "Salary Tables" as follows:

**CITY OF PARAMOUNT
FULL-TIME SALARY TABLE
FY 2022 (Effective 07/03/2021)**

RANGE	STEP A	STEP B	STEP C	STEP D	STEP E
137	3,926.92	4,123.26	4,329.43	4,545.90	4,773.19
140	4,045.91	4,248.20	4,460.61	4,683.64	4,917.82
142	4,127.23	4,333.59	4,550.27	4,777.78	5,016.67
145	4,252.29	4,464.90	4,688.15	4,922.56	5,168.68
148	4,381.14	4,600.19	4,830.20	5,071.71	5,325.30
151	4,513.89	4,739.58	4,976.56	5,225.39	5,486.66
155	4,697.17	4,932.03	5,178.63	5,437.56	5,709.44
160	4,936.77	5,183.61	5,442.79	5,714.93	6,000.68
163	5,086.36	5,340.68	5,607.72	5,888.10	6,182.51
165	5,188.60	5,448.03	5,720.43	6,006.45	6,306.78
170	5,453.27	5,725.93	6,012.23	6,312.84	6,628.48
174	5,674.70	5,958.43	6,256.35	6,569.17	6,897.63
178	5,905.11	6,200.37	6,510.38	6,835.90	7,177.70
180	6,023.80	6,324.99	6,641.24	6,973.31	7,321.97
182	6,144.88	6,452.13	6,774.73	7,113.47	7,469.14
183	6,206.33	6,516.65	6,842.48	7,184.60	7,543.83
186	6,394.39	6,714.11	7,049.81	7,402.30	7,772.42
188	6,522.92	6,849.06	7,191.51	7,551.09	7,928.64
190	6,654.03	6,986.73	7,336.06	7,702.87	8,088.01
192	6,787.77	7,127.16	7,483.52	7,857.69	8,250.58
194	6,924.21	7,270.42	7,633.94	8,015.63	8,416.42
196	7,063.38	7,416.55	7,787.38	8,176.75	8,585.59
202	7,497.92	7,872.82	8,266.46	8,679.78	9,113.77
250	8,302.70	8,717.83	9,153.72	9,611.41	10,091.98
252	8,882.41	9,326.53	9,792.86	10,282.50	10,796.63
255	10,447.23	10,969.59	11,518.07	12,093.97	12,698.67
257	12,954.18	13,601.88	14,281.98	14,996.08	15,745.88
261	12,269.61				
278	18,025.00				

**CITY OF PARAMOUNT
PART-TIME SALARY TABLE
FY 2022 (Effective 07/03/2021)**

RANGE	STEP A	STEP B	STEP C	STEP D	STEP E
48	13.08	13.74	14.42	15.15	15.90
53	13.75	14.44	15.16	15.92	16.71
58	14.45	15.17	15.93	16.73	17.57
68	15.96	16.76	17.60	18.48	19.40
72	16.61	17.44	18.32	19.23	20.19
87	19.29	20.25	21.26	22.33	23.44
108	23.77	24.96	26.20	27.51	28.89
121	27.05	28.40	29.82	31.31	32.88
128	29.00	30.45	31.97	33.57	35.25

**CITY OF PARAMOUNT
STAR PART-TIME SALARY TABLE
FY 2022 (Effective 07/01/2021)**

RANGE	STEP A	STEP B	STEP C	STEP D	STEP E
S01	14.05	14.75	15.50	16.27	17.08
S10	15.36	16.12	16.93	17.78	18.67
S24	17.65	18.53	19.45	20.42	21.45
S45	21.75	22.84	23.98	25.18	26.43

SECTION 11. That the Gann Appropriations Limitation has been duly approved by Resolution No. 21:018.

SECTION 12. That the City Council authorizes and directs the City Manager or his/her designee to make any necessary changes and adjustments to the approved appropriations up to \$10,000, or to fiscal and personnel matters, or enter into and execute agreements necessary to administer City operations and capital improvement projects in order to assure adequate and proper standards of service and to achieve the intent of the City Council in providing municipal services for Fiscal Year 2022.

SECTION 13. Whereas, the City will maintain a General Fund Reserve (unassigned) equal to \$13 million or not less than 35% of the appropriation budget total within the General Fund. The reserve can only be used with City Council approval and is

committed to meet cash flow needs and unforeseen contingencies such as emergencies, revenue shortfalls, mandates, or unanticipated inflation. It is not intended for routine capital projects or general operations.

SECTION 14. That the City Council hereby directs the City Manager to have the FY 2022 Budget prepared for general distribution.

SECTION 15. The Mayor, or presiding officer, is hereby authorized to affix his/her signature to this resolution signifying its adoption and the City Clerk or his/her duly appointed deputy is directed to attest thereto.

SECTION 16. This Resolution shall take effect immediately upon its adoption.

PASSED, APPROVED and ADOPTED by the City Council of the City of Paramount this 22nd day of June 2021.

Brenda Olmos, Mayor

ATTEST:

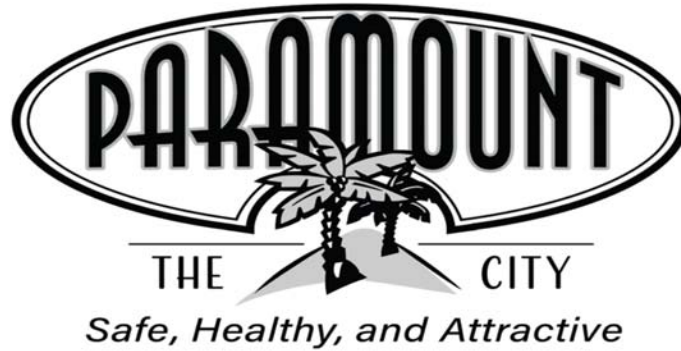
Heidi Luce, City Clerk



PROPOSED BUDGET

Fiscal Year 2022

July 1, 2021 - June 30, 2022 | City of Paramount, CA



FISCAL YEAR 2022

PARAMOUNT CITY COUNCIL

- ◆ BRENDA OLMOS, MAYOR
- ◆ VILMA CUELLAR STALLINGS, VICE MAYOR
- ◆ ISABEL AGUAYO, COUNCILMEMBER
- ◆ LAURIE GUILLEN, COUNCILMEMBER
- ◆ PEGGY LEMONS, COUNCILMEMBER

JOHN MORENO, CITY MANAGER

The Budget is prepared under the direction of the City Manager by the Finance Department.

In early spring of each year, operating departments are directed to submit budgetary requests to the Finance Department for verification and compilation. While expenditure requests are being prepared, projections of revenues for the year are developed. The requests and projections are presented to the City Manager.

The City Manager reviews the expenditure requests and revenue projections, makes necessary deletions and additions, and recommends a budget to the City Council.

The preparation of this budget is made possible by the efforts of the Finance staff.

CITY MANAGEMENT TEAM

ANDREW VIALPANDO, ASSISTANT CITY MANAGER

JOHN CARVER, PLANNING DIRECTOR

ADRIANA FIGUEROA, PUBLIC WORKS DIRECTOR

DAVID JOHNSON, COMMUNITY SERVICES DIRECTOR

KARINA LIU, FINANCE DIRECTOR

ADRIANA LOPEZ, PUBLIC SAFETY DIRECTOR

The City of Paramount was incorporated January 30, 1957, under the general laws of the State of California and enjoys all the rights and privileges pertaining to "General Law" cities. The City operates under a Council-Manager form of government and is considered a "contract city" since it provides some of its municipal services through contracts with private entities or other governmental agencies.

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THE CITY

Safe, Healthy, and Attractive

BUDGET MESSAGE



To: Honorable City Council

PREFACE

We are very pleased to present the Proposed Budget for Fiscal Year (FY) 2022.

This budget outlines our spending plan that continues to address the community's needs, while positioning Paramount to restore programs and services as post-COVID-19 recovery takes shape. Since COVID-19 began to spread widely in the United States and the statewide mandatory safer-at-home order took effect, a toll was taken on our economy. In reflecting over the past year and the adversity that came with it, we remained nimble, and we were able to strategically respond to the challenges of the unknown and unexpected. Fortunately, the sales tax measure, Measure Y, passed overwhelmingly by the voters in March 2020. This signified the trust and confidence that residents have in their City, and provided a much-needed revenue stream during the pandemic to offset the loss of revenues in many areas. The additional revenues from Measure Y, along with our conservative and fiscally responsible spending habits, have provided funding for much-needed capital improvement projects and allowed us to propose a break-even budget for FY 2022.

We are predicting approximately \$61.78 million in revenues, which is \$7.55 million more than the current year. The bulk of the increase is related to restricted funds that have been awarded for specific projects. The General Fund revenue forecast will decrease by about \$720,500 to a total of \$33.07 million. The decrease is related to the one-time \$684,784 Federal CARES Act resources that we received in the prior year. As we had in previous budgets, we expect some expenditures to go up in the following areas: L.A. County Sheriff's contract (1.45% increase); animal control, crossing guard services; and the State minimum wage law affecting our part-time personnel expenses.

What is new to this budget is the addition of American Rescue Plan Act of 2021 (ARPA) funding: the newly signed ARPA provides over \$350 billion in relief funds to state and local governments. The City expects to receive about \$19 million over two years. However, as of the printing of this document, specific final guidance for the State and Local Fiscal Recovery Fund component of ARPA, including metrics, requirements and restrictions, is still under development by the US Department of the Treasury. We have included some preliminary eligible projects in this budget using \$866,000 of the ARPA Fund and will make necessary revisions once the final guidelines are made available in the near future.

**PREFACE
(cont'd)**

As mentioned above, this budget continues to address the needs and expectations of our community, while also proposing numerous capital improvement projects. These include the final phase of construction of Water Well #16, the expansion of our street paving program, several public park and facility upgrades, improvements to Paramount Pool, and ongoing special events for the community. This is all in conjunction with our aggressive drive to preserve the quality of life in our neighborhoods. On the operations side, in addition to our routine financial and compliance audits, the City is once again voluntarily embarking on an additional Agreed Upon Procedures audit to evaluate our policies and procedures in our continual effort to protect and preserve taxpayer funds.

In any event, we will continue to retain most of the traditional services, programs, and events our residents and businesses have come to expect, appreciate, and enjoy.

**REVENUE
OVERVIEW**

During the upcoming year, we are expecting all City revenues to total \$61,783,200. There is an overall unrestricted revenue decrease of \$720,500 in the General Fund mainly related to the one-time \$684,784 Federal CARES Act resources that the City received in the previous fiscal year. In the restricted funds category, there is an increase of about \$8,364,850 mainly related to some one-time grants we are receiving for capital improvement projects.

Overall, including beginning balances, we are recommending a total budget of \$97,148,950 in "Sources" and \$72,582,700 in "Uses." Therefore, we estimate ending the year with a balance of \$24,566,250 for all funds combined.

When combining all the fund types, there is a decrease in the ending balance of \$7,161,800. This is largely due to our anticipated use of restricted funds accumulated from prior years.

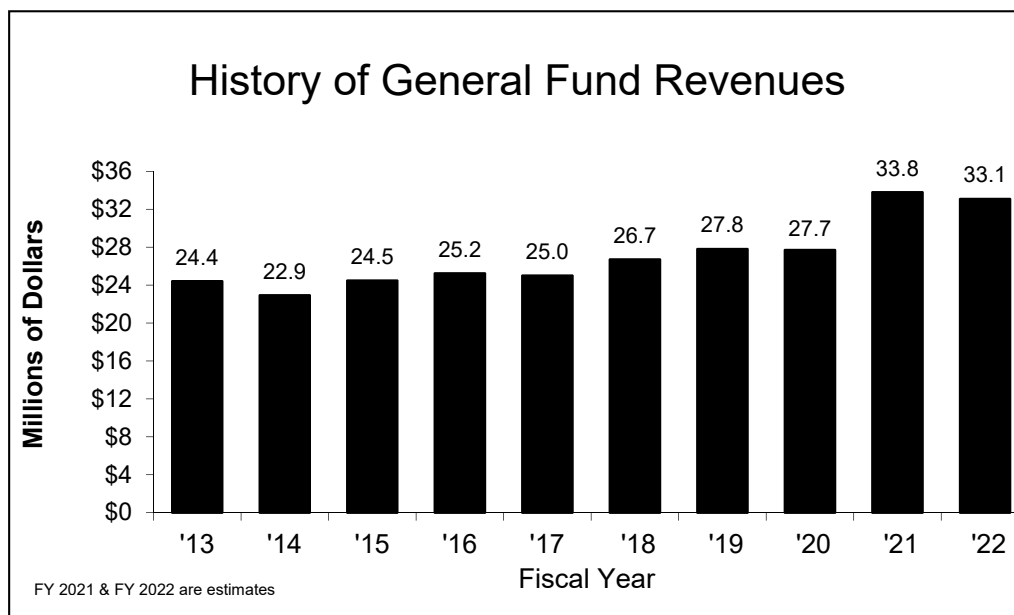
REVENUE OVERVIEW (cont'd)

The following table provides a good overall summary of the City's budget.

SUMMARY SOURCES & USES OF FUNDS				
	General Fund	Restricted/ Assigned Funds	Water Fund	Total All Funds
SOURCES				
Beginning Fund Balance	\$ 13,483,900	16,165,800	2,078,250	31,727,950
Revenues	33,072,750	21,361,450	7,349,000	61,783,200
Loan Proceeds	-	-	2,170,000	2,170,000
Depreciation	-	150,000	1,000,000	1,150,000
Principal Payments	-	-	317,700	317,700
Total Sources	46,556,650	37,677,250	12,914,950	97,148,850
USES				
Operations	30,492,400	8,831,600	11,151,850	50,475,850
Capital Improvements	2,578,100	16,758,750	2,770,000	22,106,850
Total Uses	33,070,500	25,590,350	13,921,850	72,582,700
ENDING FUND BALANCE				
	\$ 13,486,150	12,086,900	(1,006,900)	24,566,150

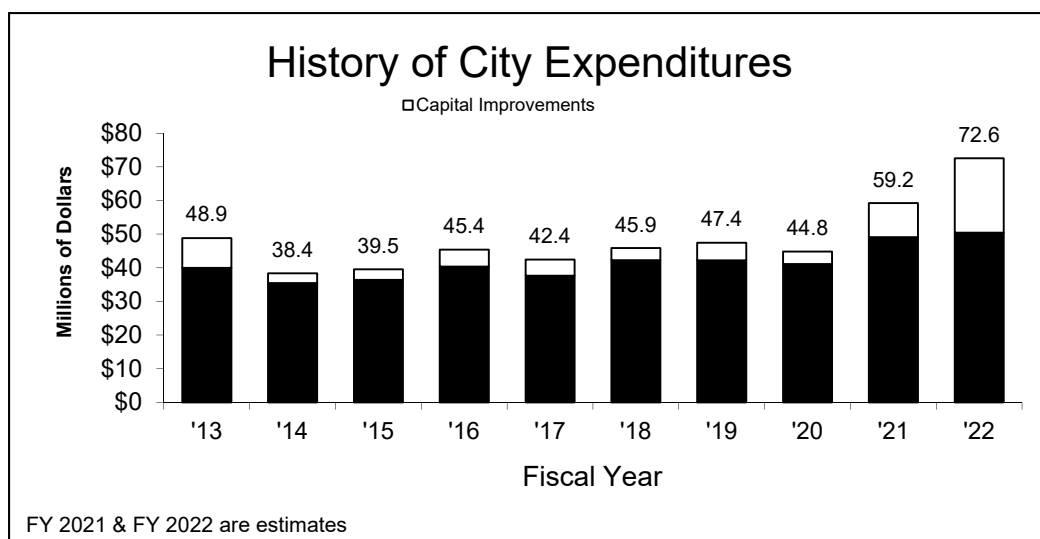
GENERAL FUND

With General Fund revenues decreased by 2.13%, or \$720,500, from last year's estimate, we are projecting to have revenue of \$33,072,750 or about 54% of our total revenues. The anticipated transaction tax approved by Measure Y is projected to be about \$4.9 million. The following chart shows a ten-year history of our General Fund revenues.



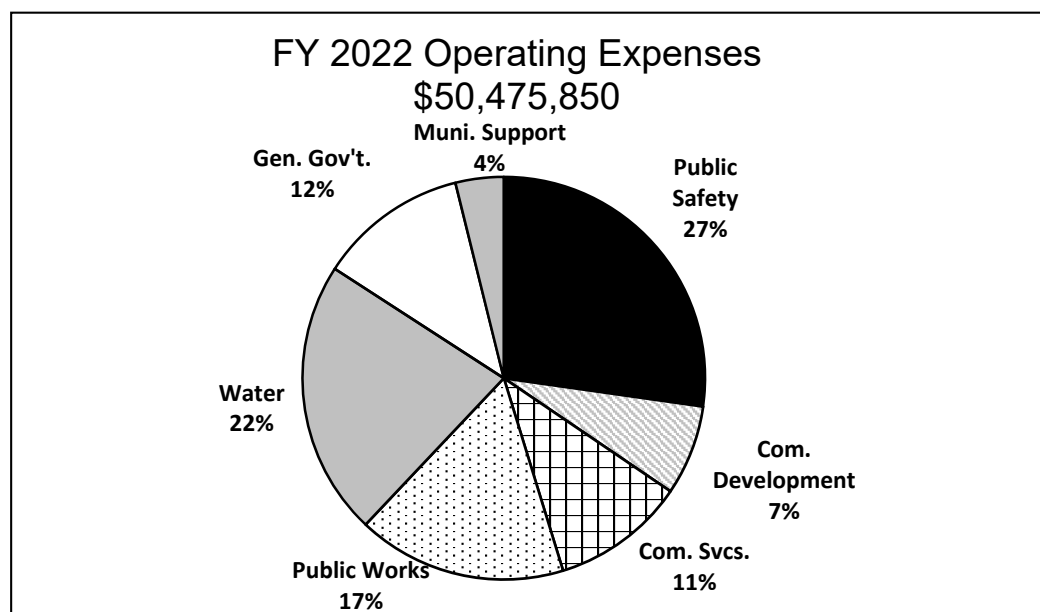
EXPENDITURE OVERVIEW

Total City expenditures, which include the General Fund, the Water Department, and all restricted-use funds, are projected to be \$72,582,700. We anticipate that expenditures will exceed revenues, as we intend to spend restricted-use funds received and accumulated from prior years on one-time purchases and capital improvement projects. Expenditures are broken down into two areas: operations and capital improvements. The following chart shows a ten-year history of our total expenditures for both operations and capital improvements.



OPERATING EXPENDITURES

The operations category of the budget funds each of our seven departments that provide essential services to the community. The chart below shows the estimated expenditures for the City's operating departments.



**OPERATING
EXPENDITURES
(cont'd)**

The proposed operations budget is \$50,475,850. The following sections will describe some of the departmental highlights and provide insight into the FY 2022 operations budget.

Public Safety

Our Public Safety Department consists of Administration and four divisions: Sworn Patrol Services, Non-Sworn Services, Code Enforcement, and Support Services. Public Safety continues to be our largest operating department with a budget of \$13,753,400 (about 27% of the total operating budget) or about \$620,050 more than the current year. The increase is primarily related to the higher cost of sworn patrol from the Los Angeles County Sheriff's Department (LASD). In FY 2022, we faced a rate increase of 1.45% for Deputy Sheriff Services, a rate increase of 1.26% for Bonus-I Deputies, and a 1.72% increase for Sheriff Sergeant Services. The liability surcharge on Sheriff's services will remain at 11% of our total contract cost.

The Sworn Patrol Services Division funds the contract for law enforcement personnel from LASD for patrol units, contractual services, and equipment for the day-to-day operations of the field patrol services. The budget includes funds to carry out the City's historically tough stance on crime, maintaining a safe environment via professional and community-based law enforcement services. Consequently, no adjustments were made to our field deployment—the staffing level of our patrol deployment services will remain the same.

For FY 2022, a Service Area Lieutenant was added to the LASD contract to better structure the sworn supervision. Last year, we had two Supplemental Sergeants, and after thorough consideration, we proposed to upgrade one Supplemental Sergeant into the position of a Service Area Lieutenant, which is essential for the operational function of patrol supervision. In addition, we will continue to fully fund critical supplemental law enforcement components such as five Special Assignment Deputies, 50% shared cost with Paramount Unified School District for the School Resource Deputy, a Detective Specialist, and Community Service Officers (CSOs).

The Los Angeles County Sheriff's Youth Services Unit recently decided to relocate the Youth Activities League (YAL) program to the City. The Youth Activities League is a leadership and character development program aimed at building fundamental life skills, increasing self-confidence, teaching teens leadership skills, and empowering youth to impact their community and school positively. The Youth Activities League program has the overarching goal to build the bond between deputies, youth, and their communities to foster positive interactions between law enforcement officers, youth, and communities to build mutual trust, respect, and relationships. The Special Assignment Officer (SAO) is part of the Los Angeles County Sheriff's Youth Activities League, which the Los Angeles County supplements three-fourths ($\frac{3}{4}$) of the total annual cost with liability. The City will supplement one-fourth ($\frac{1}{4}$) of the yearly cost with liability.

**OPERATING
EXPENDITURES
(cont'd)**

We will continue to offset the total cost of the Deputy District Attorney as part of the Strategies Against Gang Environments (SAGE) program by continuing our partnership with the City of Bellflower. This cost-sharing arrangement is budgeted at \$142,300 per City. The Deputy District Attorney serves as a liaison with court officials and ensures that the courts and prosecuting attorneys know the City's position regarding specific cases. The Deputy District Attorney assists the City with quality of life issues, working with property owners to resolve problems and abate nuisances.

Public Safety staff also evaluated our long-standing crossing guard services contract with All City Management Services, Inc. (ACMS). ACMS is currently operating on a very thin financial layer due to the school campuses being closed for the entire school year. After the pandemic, finding new savings is almost impossible for this agreement. As such, there is a 9.15% increase in hourly rate from \$20.77 to \$22.67, which accounts for the State minimum wage increase scheduled for January 1, 2022. ACMS will provide 12,645 hours of crossing guard protection, with a minimum of three hours per site. We will continue to provide crossing guard services at the 21 designated sites.

We are committed to fund integral public safety programs such as Neighborhood Watch, Pitch in Paramount, and Homeless Outreach to make a meaningful contribution to the quality of life in our community. These programs allow us to foster community commitment to public safety. Moreover, traffic enforcement will continue to form an integral component of our law enforcement deployment efforts throughout the year. By allocating dedicated overtime funds to address traffic concerns, law enforcement will continue to identify problem areas and optimize enforcement efforts to deter egregious violations and create a safer environment for the community.

Public Works

The Public Works Department includes six non-enterprise divisions: Administration, Facility Maintenance, Landscape Maintenance, Vehicle and Equipment Maintenance, Road Maintenance, and Engineering. The proposed budget for this department is \$8,473,150, or about \$385,700 more than the current fiscal year. The increase in expenditures is partially related to the passage of Measure W, a countywide measure that provides limited funding for stormwater compliance; the purchase of traffic safety devices for road closures; and the replacement of vehicles that have surpassed their useful life. The department also manages three divisions under the water enterprise fund including Water Production, Water Distribution, and Water Customer Service.

The budget continues funding at the same level for routine maintenance operations. Staffing and supply levels are comparable to the current year. Contract services, which make up a significant part of the department's service delivery capability, are at the same service levels as the current year including tree trimming and landscape

**OPERATING
EXPENDITURES
(cont'd)**

maintenance. The Engineering Division budget continues to reflect on-going consulting costs for technical engineering support services, including traffic engineering and environmental sustainability efforts.

Planning

This department includes Administration and is responsible for three divisions: Development Services (Building and Safety), Residential Rehabilitation (Home Improvement Program), and Commercial Rehabilitation. The budget is \$3,654,100, or about \$267,800 less than the current year. With the South Coast Air Quality Management District (SCAQMD) ending ongoing air quality sampling and testing in Paramount, \$100,000 is budgeted for the City to continue air monitoring with SCAQMD technical assistance. The budget includes the Clearwater East Specific Plan update (partially grant-funded). This specific plan update will replace the traditional zoning regulations in the area at and surrounding the swap meet to carefully guide land use, infrastructure improvements, and sustainable living for generations to come near the planned light rail station. Downtown design guidelines, which will also apply to other commercially-zone properties, are budgeted at \$100,000 to replace guidelines from the 1980s.

Community Services

This department includes Administration and nine divisions: Parks and Playgrounds, Aquatics, Sports, Instructional Classes, Facilities, the Paramount Education Partnership (PEP), the Elderly Nutrition Program, Community Transportation, and the STAR After School Program. The proposed budget is \$5,438,900, or about \$226,700 more than the current year's budget. The increased budget amount reflects the department's projected return to normal programming and events not affected by COVID-19 restrictions. The budget also includes various sports and aquatics services with the YMCA and the transit program operated by Long Beach Transit for fixed-route and college-bound bus services. In addition, it includes a contract with Fiesta Taxi/Ride Yellow for expanded point-to-point transit services for our elderly and disabled communities.

This department provides or supports year-round community services that include youth sports, facility management, after school care, homework help, summer day camp, swim lessons, recreational swim, instructional classes, seniors programs, transit services, and special events. New to this fiscal year is specified adaptive recreation programming for the special needs community.

In addition, the department also manages the many successful City events throughout the year that include the Halloween Festival, Tree Lighting, Santa Train, and Breakfast with Santa. In addition to these extremely popular events, this budget contains funds for continuing this year's Heritage Festival, the Haunted House & Maze at Halloween, and Santa Photos at the Paramount Park Community Center. Additionally, this budget provides for new special events associated with

**OPERATING
EXPENDITURES
(cont'd)**

Halloween and Breakfast with Santa and staffing for additional special events allocated in the Community Promotion budget.

The largest of these services, STAR, is funded by an After School Education and Safety grant from the State. FY 2022 marks 17 years of receiving the grant, totaling \$2,116,700 for the year, which includes the annual funding necessary to keep up with the State's minimum wage requirements.

The budget continues to support the Los Cerritos YMCA and their operation of swim programming at Paramount Pool and youth sports. The YMCA at Paramount Pool has provided our community with year-round swim lessons and other swim opportunities at which national non-profit agencies excel. The YMCA will continue to provide youth opportunities in basketball and other sports to offer a recreational outlet that is instructional and supportive of fair and equitable play.

The department is responsible for managing all public facilities including those at Paramount Park, Progress Park, Spane Park, and the Clearwater Building.

General Government

General Government includes Administrative Services, Personnel, Finance, Municipal Support, City Manager, City Attorney, Community Promotion, and City Council and Commissions. This year's operations are budgeted at \$6,054,550, which is about \$304,200 more than the current year's budget.

Municipal Support is separate from General Government. The operations budget for Municipal Support is \$1,949,900, which is \$20,550 less than the current year's budget.

Employment Levels, Salaries, and Benefits

Since the dramatic revenue losses that occurred due to the State's elimination of redevelopment agencies and the Great Recession over a decade ago, the City continues to maintain lean staffing levels. Using an approach that encompasses doing more with less, the City employs 90 full-time positions. Due to the uncertainties stemming from the worldwide COVID-19 Pandemic, several full-time positions were frozen and numerous part-time positions were left unfilled, and no cost of living adjustment (COLA) was implemented in the prior fiscal year. As vaccination rates across the nation and State increase, and COVID-19 infection rates are rapidly declining, the City is preparing to enter FY 2022 fully operational, resulting in staffing levels, programs and services returning to normal operating levels. One frozen position will be reallocated to the Finance Department to add a Senior Accountant position. As for part-time positions, the minimum wage will increase to \$15 an hour in 2022. This will prompt a look at salaries later this calendar year to address issues of salary compaction.

OPERATING EXPENDITURES (cont'd)

As part of the hiring and budget freezes that occurred due to the COVID-19 uncertainties in FY 2021, cost of living adjustments (COLA) were also eliminated. Based on the National Consumer Price Index (CPI) that predicates general living expenses, COLAs are one of many important tools utilized to ensure a high quality workforce. Since the City's last COLA for employees, CPI has increased by 4%. As a result, a three percent cost of living adjustment (COLA) is being proposed to all full-time employees with two percent directed to the CALPERS employer-paid member contribution for "Classic" employees. A three percent cost of living adjustment (COLA) is also being proposed to all part-time employees. The cost of the COLA funded by the General Fund is expected to be about \$143,000.

Furthermore, in an effort to ensure our labor force remains competitive in the labor market, a consultant was retained to conduct an update to our employee compensation study, which was first conducted in 2018. Remaining consistent with the strategy employed in 2018, the compensation of several positions whose compensation is considered the most severely under market when compared to other cities will be adjusted.

The City will continue monitoring short- and long-term organizational impacts from COVID-19-caused losses of sales tax revenue, as well as any concurrent federal and State funding support.

Water Operations

Water Operations are budgeted at \$11,151,850, about \$110,300 more than the current year's budget. Overall, we are projecting a deficit of \$3,085,150. The deficit was expected, as the cost of providing water is increasing every year while our water rates are relatively low when compared to other utility agencies. In addition, in FY 2019, we started paying debt service for the construction of the new well that has further increased the financial burden.

The budget includes continued funding for the development of Water Well #16. The drilling portion of that well was completed in prior years. Both the drilling and equipment design phases were funded with bond proceeds from the former Redevelopment Agency. In 2018, a loan from the California Infrastructure and Economic Development Bank (IBank) was secured for the equipping phase of this project, which started in the last quarter of FY 2020.

CAPITAL IMPROVEMENTS

The capital improvement budget for FY 2022 is \$22,106,850, with \$2,578,100 funded by General Fund, \$2,770,000 by Water, \$4,800,000 by Early Action Grant, \$2,872,350 by California Natural Resources Agency (CNRA), \$2,084,700 by SB1-RMRA, \$1,208,500 by Measure M, \$801,300 by Measure R, \$961,000 by Proposition C, \$834,000 by Proposition A, \$690,000 by Measure A, \$581,900 by Highway Safety Improvement Program (HSIP), \$650,000 by American Rescue Plan Act (ARPA), \$249,000 by Public Art Fee, \$150,000 by Highway Bridge Repair, \$178,000 by Proposition 68, \$170,000 by ATP, \$453,000 by Capital Reserve, and

**CAPITAL
IMPROVEMENTS**
(cont'd)

the rest with other restricted funds.

As always, the upcoming Capital Improvement Program provides for improvements to our arterial street corridors and neighborhood streets, continued planning for several large infrastructure projects in the coming years, and projects that will improve and maintain our parks and City facilities. Specifically on streets, we are moving forward on a street repaving project on Downey Avenue from Alondra Avenue to Somerset Avenue, as well as other neighborhood street improvements. The budget also contains funding for drought tolerant median conversion, crosswalk upgrades, traffic signal installations and city-wide bus shelter construction.

The budget continues to include funding for the final phase of the new water well construction. In addition, the City was fortunate to receive a grant through the State Local Highway Bridge Program (HBP) to replace the two bridge structures on Rosecrans Avenue that cross the LA River. The budget provides funding for the first phase of design for this project, which is funded mostly through the HBP grant. In addition, the City was also awarded grants for the design of the Phase II West Santa Ana Bikeway and the design for the widening of Alondra Boulevard.

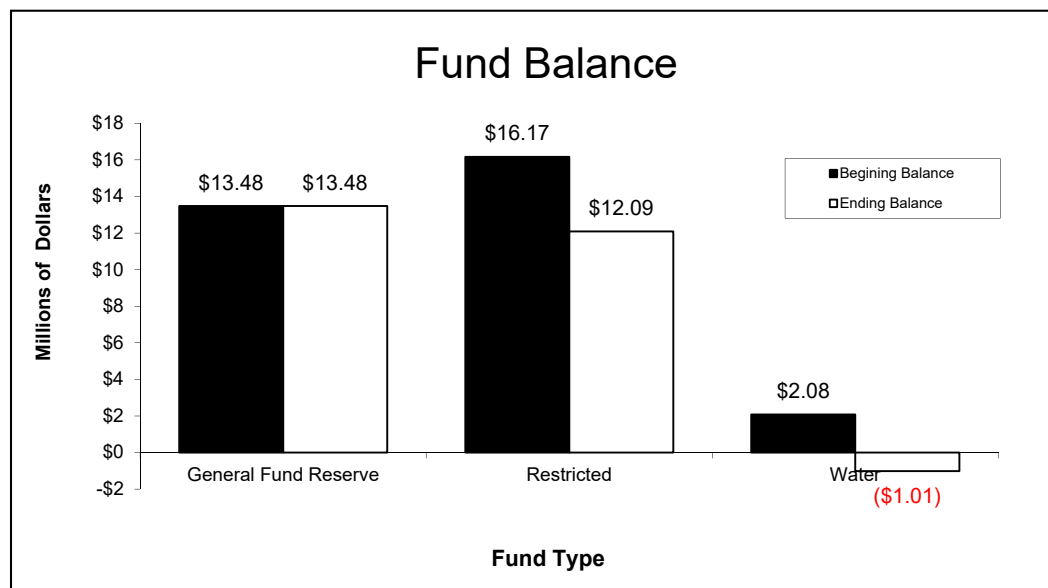
The Capital Improvement budget continues our effort to improve our parks and public facilities and to handle vital maintenance needs. Over the course of the last few years, we have been making a series of improvements to various facilities including the picnic shelters at Paramount Park and the restrooms at the Paramount Park Gym. In FY 2022, we anticipate the completion of the Paramount Pool renovation. Funding was also included for various improvements at parks and facilities citywide including major upgrades at Paramount Park such as an installation of new playground equipment, ballfield lighting improvements and Gym improvements. In addition, the Salud Park walking track will be replaced, along with roof replacement at the City Yard and fountain renovation at the Civic Center.

**ENDING
BALANCE**

We are projecting to complete FY 2022 with a combined ending balance of \$24,566,150 for all three fund types. Our unassigned portion of the General Fund will end the year with \$13,486,150, a \$2,250 increase from the current fiscal year. Our Restricted Funds will end the year with \$12,086,900, a significant decrease of \$4,078,900 due to the use of Restricted Funds for one-time projects. Our Water Fund will end the year with negative \$1,006,900, a \$3,085,150 decrease from the current year.

The chart below is a summary and overall review of our balances, showing what we began the year with and how much we project to have at the end of the year.

ENDING BALANCE (cont'd.)



SUCCESSOR AGENCY

The former Paramount Redevelopment Agency was terminated on January 31, 2012, pursuant to ABx1 26. As a result, the Successor Agency for the Paramount Redevelopment Agency was created to wind down the affairs of the former Redevelopment Agency.

Included in this budget are the enforceable obligations on Recognized Obligation Payment Schedules and the Redevelopment Property Tax Trust Fund we expect to receive. The budget assumes that the City will be receiving \$100,000 for administration to fulfill the requirements of making bond payments and complying with various agreements.

HOUSING AUTHORITY

The Paramount Housing Authority has been inactive since the County of Los Angeles took over the administrative function for Paramount's rental assistance vouchers in 2011. With the dissolution of redevelopment, the Housing Authority received a limited amount of low-mod housing funds for future housing projects.

SUMMARY

In closing, preparing a budget for a city is never an easy task with many unknown variables. Doing so in the midst of a global pandemic raises it to a new level of uncertainty. It is impossible to anticipate the depth and duration of the economic downturn caused by the pandemic at this time. As the "Blueprint for a Safer Economy" is anticipated to be lifted on June 15, 2021, we will have a clearer picture of our financial outlook.

In light of all that, this is a preliminary spending plan for FY 2022 using conservative spending habits and revenue predictions. We are planning to revisit this budget once the final guidance of the American Rescue Plan Act (ARPA) is made available by the US Department of Treasury and adopt a revised budget in the near future. With that said, we continue to maintain the current level of services and programs

SUMMARY
(cont'd.)

for residents, with our traditional focus on a strong public safety component.

The budget we are presenting provides a financial outline for FY 2022. In this document you will find a blueprint to continue our municipal services and meet the needs and desires of our community.

Respectfully submitted this 8th day of June, 2021.

A handwritten signature in black ink, appearing to read 'John Moreno', with a stylized, cursive script.

John Moreno
City Manager

BUDGET SUMMARIES

This section contains summary tables and charts for Fiscal Year 2022.

- Revenues..... 2
- Expenditures 4
- Sources and Uses of Funds 5
- Staffing Summary by Department..... 6

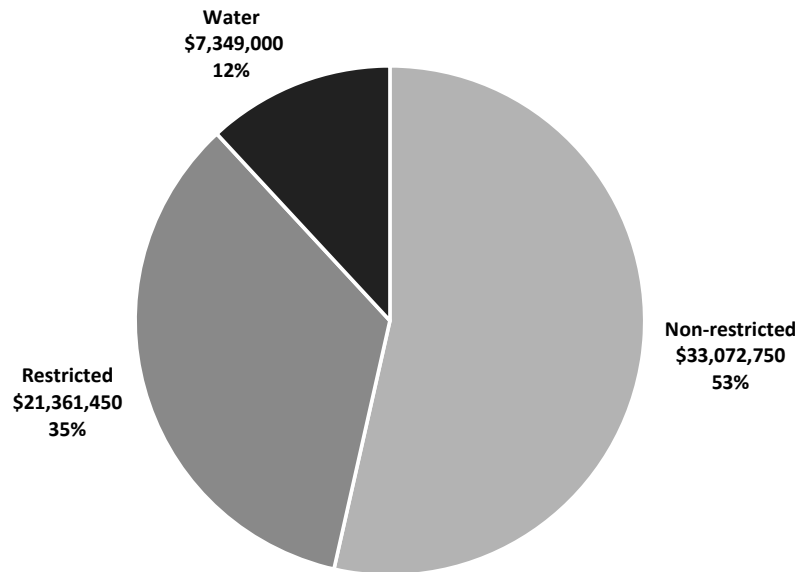
Revenue Summary

City of Paramount
(Excludes Successor Agency and Housing Authority)
Fiscal Year 2022

Revenue Source	FY 2021 Final Budget	% of Total	FY 2022 Proposed Budget	% of Total
Non-Restricted Revenue				
Taxes	\$ 22,412,850	41.31%	22,845,000	36.98%
Licenses and Permits	357,000	0.66%	352,000	0.57%
Fines, Forfeitures, and Penalties	773,000	1.43%	697,500	1.13%
Revenue From Use of Property	138,750	0.26%	128,750	0.21%
Revenue From Other Agencies	7,362,150	13.57%	7,351,500	11.90%
Current Charges for Services	507,500	0.94%	338,000	0.55%
Miscellaneous Revenue-Reimbursements	1,075,000	1.98%	950,000	1.54%
Miscellaneous Revenue-Other	1,167,000	2.15%	410,000	0.66%
Total Non-Restricted Revenue	33,793,250	62.30%	33,072,750	53.54%
Restricted Revenue				
American Rescue Plan Act (ARPA)	-	0.00%	875,650	1.42%
Community Development Block Grant	732,800	1.35%	1,116,450	1.81%
CDBG CARES Act	859,350	1.58%	75,950	0.12%
HOME Investment Partnership Act	213,350	0.39%	404,900	0.66%
After School Education and Safety	2,178,350	4.02%	2,117,250	3.43%
Gas Tax	1,186,300	2.19%	1,328,500	2.15%
SB1-Road Mntc. & Repair Act (RMRA)	954,200	1.76%	1,067,450	1.73%
Traffic Safety Fines	75,000	0.14%	75,000	0.12%
AB 939 Fees	99,900	0.18%	99,000	0.16%
AB 2766 Subvention Funds	69,750	0.13%	69,000	0.11%
Disability Access and Education	5,150	0.01%	5,100	0.01%
Proposition A Transit Tax	1,142,900	2.11%	1,127,000	1.82%
Proposition C Transit Tax	947,500	1.75%	935,200	1.51%
Measure R Transit Tax	709,100	1.31%	629,750	1.02%
Measure M Transit Tax	802,800	1.48%	792,650	1.28%
Measure W Clean Water Parcel Tax	642,950	1.19%	642,800	1.04%
Sewer Reconstruction	2,650	0.00%	2,500	0.00%
Public Art Fees	51,550	0.10%	51,000	0.08%
Public Access Fees	35,550	0.07%	35,550	0.06%
Storm Drain Fees	17,000	0.03%	17,000	0.03%
General Plan Fees	31,000	0.06%	31,000	0.05%
Property Assessments	14,150	0.03%	14,150	0.02%
Other Grants	2,220,000	4.09%	9,843,300	15.93%
Equipment Replacement	5,300	0.01%	5,300	0.01%
Subtotal Restricted Revenue	12,996,600	23.98%	21,361,450	34.57%
Paramount Municipal Water	7,443,500	13.72%	7,349,000	11.89%
Total Restricted Revenue	20,440,100	37.70%	27,834,800	46.46%
Grand Total - All Revenue	\$ 54,233,350	100.00%	61,783,200	100.00%

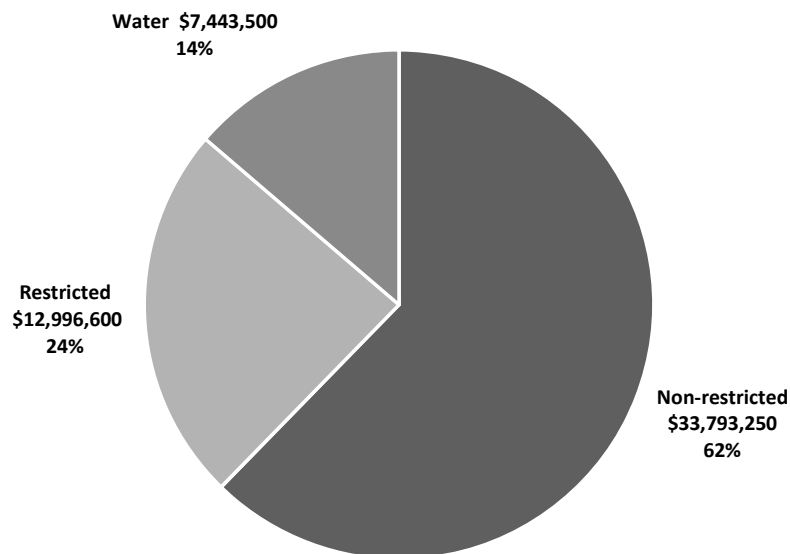
Fiscal Year 2022 Revenue Summary

\$ 61,783,200



Fiscal Year 2021 Revenue Summary

\$ 54,233,350



Expenditure Summary

City of Paramount
(Excludes Successor Agency and Housing Authority)
Fiscal Year 2022 Budget

Department	Salary & Benefits	Maintenance & Operation	Capital Outlay	Total
General Government				
City Council/Commissions	\$ 195,650	169,650	-	365,300
City Manager/City Clerk	859,900	205,650	2,000	1,067,550
City Attorney	111,250	281,200	-	392,450
Community Promotion	-	455,100	-	455,100
Administrative Services	1,588,250	229,750	-	1,818,000
Finance	1,855,100	468,300	125,050	2,448,450
Total General Government	<u>4,610,150</u>	<u>1,809,650</u>	<u>127,050</u>	<u>6,546,850</u>
Municipal Support	-	1,998,550	61,650	2,060,200
Planning	1,442,600	2,171,500	40,000	3,654,100
Public Safety	2,924,050	10,719,350	110,000	13,753,400
Community Services	4,092,450	1,256,850	89,600	5,438,900
Public Works	<u>5,307,600</u>	<u>13,004,800</u>	<u>710,000</u>	<u>19,022,400</u>
Total Operating Expenditures	<u>\$ 18,376,850</u>	<u>30,960,700</u>	<u>1,138,300</u>	<u>50,475,850</u>
Total Capital Project Expenditures				<u>22,106,850</u>
Grand Total - All Expenditures			<u>\$</u>	<u>72,582,700</u>

Sources and Uses of Funds

City of Paramount
(Excludes Successor Agency and Housing Authority)
Fiscal Year 2022 Budget

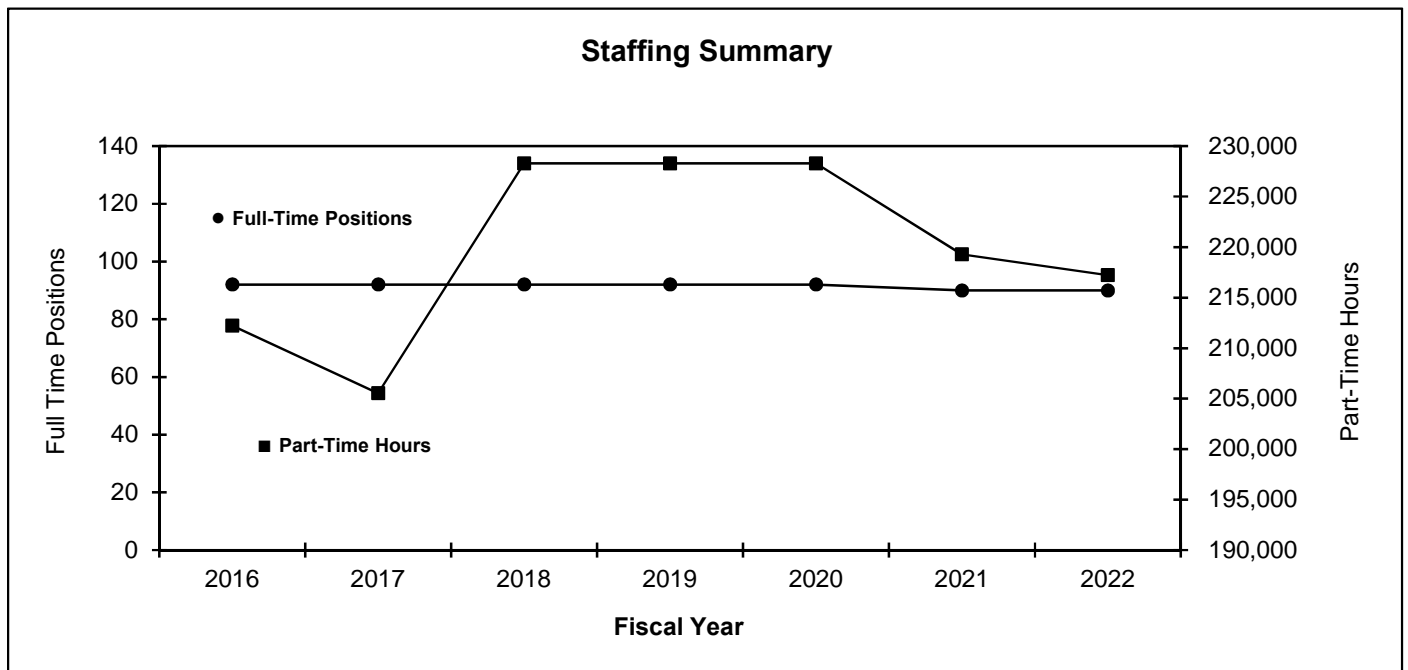
	Non- Restricted Funds	Restricted/ Assigned Funds	Water Funds	Total All Funds
Sources				
Estimated Beginning Balance *	\$ 13,483,900	16,165,800	2,078,250	31,727,950
Estimated Revenues	33,072,750	21,361,450	7,349,000	61,783,200
Loan Proceeds	-	-	2,170,000	2,170,000
Depreciation	-	150,000	1,000,000	1,150,000
Principal Payments	-	-	317,700	317,700
Estimated Funds Available	<u>46,556,650</u>	<u>37,677,250</u>	<u>12,914,950</u>	<u>97,148,850</u>
Uses - Operations				
City Council/Commissions	362,200	-	3,100	365,300
City Manager/City Clerk	1,023,550	44,000	-	1,067,550
City Attorney	392,450	-	-	392,450
Community Promotion	450,100	5,000	-	455,100
Administrative Services	1,742,150	75,850	-	1,818,000
Finance	3,422,750	486,400	599,500	4,508,650
Planning	2,033,300	1,620,800	-	3,654,100
Public Safety	12,718,750	1,034,650	-	13,753,400
Community Services	2,467,350	2,971,550	-	5,438,900
Public Works	5,879,800	2,593,350	10,549,250	19,022,400
Subtotal - Operations	<u>30,492,400</u>	<u>8,831,600</u>	<u>11,151,850</u>	<u>50,475,850</u>
Uses - Capital Projects				
Projects for FY 2022	2,578,100	16,758,750	2,770,000	22,106,850
Total Uses - Operations & Capital	<u>33,070,500</u>	<u>25,590,350</u>	<u>13,921,850</u>	<u>72,582,700</u>
Estimated Ending Balance	<u>\$ 13,486,150</u>	<u>12,086,900</u>	<u>(1,006,900)</u>	<u>24,566,150</u>

* Rounded to the nearest \$50

Staffing Summary by Department Fiscal Year 2016-2022

Department	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Full-Time Positions							
City Manager/City Clerk *	4	4	4	4	4	4	4
Administrative Services	7	7	8	8	8	8	8
Finance	9	9	9	9	9	9	10
Planning	8	8	8	8	8	8	8
Public Safety	21	21	21	21	21	19	19
Community Services	10	10	10	10	10	10	9
Public Works	33	33	32	32	32	32	32
Total	92	92	92	92	92	90	90
Part-Time Hours							
City Manager/City Clerk	1,300	1,300	1,300	1,300	1,300	2,600	2,600
Administrative Services	7,748	6,352	6,396	7,140	6,708	8,008	8,008
Finance	8,320	9,620	9,620	11,024	11,648	11,648	11,284
Planning	1,820	2,600	3,900	5,200	5,200	5,200	5,200
Public Safety	11,090	12,598	13,594	13,594	14,998	13,854	13,804
Community Services	152,807	144,857	165,271	155,397	140,859	138,708	136,012
Public Works	29,120	28,210	28,210	28,210	33,540	39,260	40,300
Total	212,205	205,537	228,291	221,865	214,253	219,278	217,208

* Includes City Attorney



REVENUE DETAIL

This section contains a detailed breakdown of revenues by source, together with a detailed three-year history.

Revenue Detail

City of Paramount
(Excludes Successor Agency and Housing Authority)
Fiscal Year 2022 Budget

Revenue Source	Actual FY 2019	Actual FY 2020	Final Budget FY 2021	% Change From Prior Yr	Proposed Budget FY 2022	% Change From Prior Yr
Non-Restricted Revenue						
<u>Taxes</u>						
Sales & Use Tax	\$ 8,449,883	\$ 8,265,394	\$ 8,700,000	5.3%	\$ 8,900,000	2.3%
Transaction & Use Tax	-	\$ -	4,700,000	0.0%	4,900,000	4.3%
Utility Tax	3,735,577	\$ 3,484,876	3,285,000	-5.7%	3,285,000	0.0%
Franchise Tax	1,818,389	\$ 1,885,967	1,840,850	-2.4%	1,800,000	-2.2%
Property Tax	2,254,465	\$ 2,387,292	2,575,000	7.9%	2,575,000	0.0%
Real Property Transfer Tax	87,021	\$ 175,814	100,000	-43.1%	85,000	-15.0%
Business License Tax	1,288,912	\$ 1,204,756	1,212,000	0.6%	1,300,000	7.3%
Subtotal	\$ 17,634,247	\$ 17,404,099	\$ 22,412,850	28.8%	\$ 22,845,000	1.9%
<u>Licenses and Permits</u>						
Animal Licenses	\$ 138,403	\$ 107,691	\$ 75,000	-30.4%	\$ 75,000	0.0%
Construction Permits	361,429	198,545	280,000	41.0%	275,000	-1.8%
Other Licenses and Permits	2,204	3,027	2,000	-33.9%	2,000	0.0%
Subtotal	\$ 502,035	\$ 309,263	\$ 357,000	15.4%	\$ 352,000	-1.4%
<u>Fines, Forfeitures, and Penalties</u>						
Parking Citations	\$ 718,430	\$ 676,804	\$ 620,000	-8.4%	\$ 570,000	-8.1%
Vehicle Impound Fees	58,435	\$ 79,575	73,000	-8.3%	60,000	-17.8%
Vehicle Corrections	6,290	\$ 5,270	3,000	-43.1%	2,500	-16.7%
Municipal Court Fines	8,996	8,620	7,000	-18.8%	5,000	-28.6%
Administrative Citation Fines	42,246	50,344	70,000	39.0%	60,000	-14.3%
Subtotal	\$ 834,397	\$ 820,613	\$ 773,000	-5.8%	\$ 697,500	-9.8%
<u>Revenue From Use of Property</u>						
Investment Earnings	\$ 303,966	\$ 264,400	\$ 80,000	-69.7%	\$ 70,000	-12.5%
Rents and Leases	58,196	\$ 59,531	58,750	-1.3%	58,750	0.0%
Subtotal	\$ 362,162	\$ 323,931	\$ 138,750	-57.2%	\$ 128,750	-7.2%
<u>Revenue From Other Agencies</u>						
Motor Vehicle License In-Lieu	\$ 6,328,969	\$ 6,871,317	\$ 7,321,500	6.6%	\$ 7,321,500	0.0%
Motor Vehicle License	26,880	\$ 43,923	40,650	-7.5%	30,000	-26.2%
Subtotal	\$ 6,355,849	\$ 6,915,240	\$ 7,362,150	6.5%	\$ 7,351,500	-0.1%
<u>Current Charges for Services</u>						
Development Fees	\$ 186,256	\$ 171,780	\$ 431,900	151.4%	\$ 198,000	-54.2%
Swimming Pool Fees	28,480	-	-	0.0%	-	0.0%
Recreation Program Fees	178,082	88,521	5,500	-93.8%	70,000	1172.7%
Industrial Waste Inspection	74,666	81,321	70,000	-13.9%	70,000	0.0%
Other Fees	46	(151)	100	-166.3%	-	-100.0%
Subtotal	\$ 467,530	\$ 341,471	\$ 507,500	48.6%	\$ 338,000	-33.4%

Revenue Detail

City of Paramount
(Excludes Successor Agency and Housing Authority)
Fiscal Year 2022 Budget

Revenue Source	Actual FY 2019	Actual FY 2020	Final Budget FY 2021	% Change From Prior Yr	Proposed Budget FY 2022	% Change From Prior Yr
Non-Restricted Revenue (Continued)						
<u>Other Revenue</u>						
Judgements and Damages	\$ 32,552	\$ 26,821	\$ 17,000	-36.6%	\$ 10,000	-41.2%
Water Department Administration	850,000	850,000	850,000	0.0%	850,000	0.0%
Successor Agency Administration	227,719	226,089	225,000	-0.5%	100,000	-55.6%
Miscellaneous	524,614	480,942	1,150,000	139.1%	400,000	-65.2%
Subtotal	\$ 1,634,885	\$ 1,583,852	\$ 2,242,000	41.6%	\$ 1,360,000	-39.3%
Total Non-Restricted Revenue	\$ 27,791,106	\$ 27,698,469	\$ 33,793,250	22.0%	\$ 33,072,750	-2.1%
Restricted Revenue						
<u>Community Dev. Block Grant</u>						
Allocation	\$ 703,991	\$ 759,557	\$ 732,800	-3.5%	\$ 1,116,450	52.4%
Program Income	1,690	-	-	0.0%	-	0.0%
	\$ 705,681	\$ 759,557	\$ 732,800	-3.5%	\$ 1,116,450	52.4%
<u>HOME Investment Partnership Act</u>						
Allocation	\$ 110,903	\$ 157,516	\$ 213,350	35.4%	\$ 404,900	89.8%
Program Income	7,215	-	-	0.0%	-	0.0%
	\$ 118,118	\$ 157,516	\$ 213,350	35.4%	\$ 404,900	89.8%
<u>CDBG CARES Act</u>						
Allocation	\$ -	\$ -	\$ 859,350	0.0%	\$ 75,950	-91.2%
<u>American Rescue Plan Act</u>						
Allocation	\$ -	\$ -	\$ -	0.0%	\$ 865,650	0.0%
Investment Earnings	-	-	-	0.0%	10,000	0.0%
	\$ -	\$ -	\$ -	0.0%	\$ 875,650	#DIV/0!
<u>After School Education and Safety</u>						
Allocation	\$ 2,007,736	\$ 2,055,585	\$ 2,177,750	5.9%	\$ 2,116,700	-2.8%
Other Revenue	22,080	\$ 6,580	50	-99.2%	-	-100.0%
Investment Earnings	5,695	\$ 4,424	550	-87.6%	550	0.0%
Subtotal	\$ 2,035,511	\$ 2,066,589	\$ 2,178,350	5.4%	\$ 2,117,250	-2.8%

Revenue Detail

City of Paramount
(Excludes Successor Agency and Housing Authority)
Fiscal Year 2022 Budget

Revenue Source	Actual FY 2019	Actual FY 2020	Final Budget FY 2021	% Change From Prior Yr	Proposed Budget FY 2022	% Change From Prior Yr
Restricted Revenue (Continued)						
<u>Gas Tax</u>						
2103 Apportionment	\$ 187,081	\$ 382,672	\$ 357,500	-6.6%	\$ 427,400	19.6%
2105 Apportionment	307,251	283,095	288,700	2.0%	313,950	8.7%
2106 Apportionment	188,028	165,354	165,500	0.1%	179,850	8.7%
2107 Apportionment	386,402	357,461	366,100	2.4%	399,300	9.1%
2107.5 Apportionment	7,500	7,500	7,500	0.0%	7,500	0.0%
SB1 - Loan Repayment	63,151	62,391	-	-100.0%	-	0.0%
Investment Earnings	5,726	4,692	1,000	-78.7%	500	-50.0%
Subtotal	\$ 1,145,140	\$ 1,263,165	\$ 1,186,300	-6.1%	\$ 1,328,500	12.0%
<u>SB1 - Road Mntc. & Repair Act (RMRA)</u>						
Allocation	\$ 1,026,939	\$ 961,201	\$ 950,700	-1.1%	\$ 1,065,450	12.1%
Investment Earnings	5,915	\$ 9,592	3,500	-63.5%	2,000	-42.9%
Subtotal	\$ 1,032,854	\$ 970,793	\$ 954,200	-1.7%	\$ 1,067,450	11.9%
<u>Traffic Safety Fines</u>						
Traffic Fines	\$ 95,949	\$ 116,751	\$ 75,000	-35.8%	\$ 75,000	0.0%
Investment Earnings	-	\$ -	150	0.0%	-	-100.0%
Subtotal	\$ 95,949	\$ 116,751	\$ 75,150	-35.6%	\$ 75,000	-0.2%
<u>AB 939 Fees</u>						
Fees	\$ 79,846	\$ 109,281	\$ 98,000	-10.3%	\$ 98,000	0.0%
Investment Earnings	5,548	\$ 5,774	1,900	-67.1%	1,000	-47.4%
Subtotal	\$ 85,394	\$ 115,054	\$ 99,900	-13.2%	\$ 99,000	-0.9%
<u>AB 2766 Subvention Funds</u>						
Fees	\$ 72,635	\$ 69,973	\$ 68,000	-2.8%	\$ 68,000	0.0%
Investment Earnings	5,974	\$ 5,281	1,750	-66.9%	1,000	-42.9%
Subtotal	\$ 78,609	\$ 75,255	\$ 69,750	-7.3%	\$ 69,000	-1.1%
<u>Disability Access and Education</u>						
Fees	\$ 9,227	\$ 8,442	\$ 5,000	-40.8%	\$ 5,000	0.0%
Investment Earnings	338	\$ 440	150	-65.9%	100	-33.3%
Subtotal	\$ 9,565	\$ 8,882	\$ 5,150	-42.0%	\$ 5,100	-1.0%
<u>Proposition A Transit Tax</u>						
Allocation	\$ 1,122,716	\$ 1,085,752	\$ 1,133,000	4.4%	\$ 1,120,000	-1.1%
Shuttle Fares/Taxi Vouchers	30,758	3,647	4,000	9.7%	4,000	0.0%
Program Income	8,593	-	-	0.0%	-	0.0%
Investment Earnings	16,196	18,264	5,900	-67.7%	3,000	-49.2%
Subtotal	\$ 1,178,263	\$ 1,107,663	\$ 1,142,900	3.2%	\$ 1,127,000	-1.4%

Revenue Detail

City of Paramount
(Excludes Successor Agency and Housing Authority)
Fiscal Year 2022 Budget

Revenue Source	Actual FY 2019	Actual FY 2020	Final Budget FY 2021	% Change From Prior Yr	Proposed Budget FY 2022	% Change From Prior Yr
Restricted Revenue (Continued)						
<u>Proposition C Transit Tax</u>						
Allocation	\$ 931,261	\$ 900,634	\$ 939,800	4.3%	\$ 929,000	-1.1%
Program Income	-	\$ -	3,200	0.0%	3,200	0.0%
Investment Earnings	16,371	\$ 10,762	4,500	-58.2%	3,000	-33.3%
Subtotal	\$ 947,632	\$ 911,396	\$ 947,500	4.0%	\$ 935,200	-1.3%
<u>Measure R Transit Tax</u>						
Allocation	\$ 698,647	\$ 674,509	\$ 704,900	4.5%	\$ 626,750	-11.1%
Investment Earnings	18,039	\$ 13,687	4,200	-69.3%	3,000	-28.6%
Subtotal	\$ 716,685	\$ 688,196	\$ 709,100	3.0%	\$ 629,750	-11.2%
<u>Measure M Transit Tax</u>						
Allocation	\$ 787,438	\$ 758,685	\$ 798,800	5.3%	\$ 789,650	-1.1%
Investment Earnings	12,443	\$ 5,502	4,000	-27.3%	3,000	-25.0%
Subtotal	\$ 799,880	\$ 764,187	\$ 802,800	5.1%	\$ 792,650	-1.3%
<u>Measure W</u>						
Allocation	\$ -	\$ -	\$ 642,300	0.0%	\$ 642,300	0.0%
Investment Earnings	-	\$ -	650	0.0%	500	-23.1%
Subtotal	\$ -	\$ -	\$ 642,950	0.0%	\$ 642,800	0.0%
<u>Storm Drain</u>						
Fees	\$ 20,923	\$ 9,072	\$ 15,000	65.3%	\$ 15,000	0.0%
Investment Earnings	8,029	\$ 7,122	2,000	-71.9%	2,000	0.0%
Subtotal	\$ 28,952	\$ 16,194	\$ 17,000	5.0%	\$ 17,000	0.0%
<u>Sewer Reconstruction</u>						
Fees	\$ 3,941	\$ 722	\$ 1,500	107.6%	\$ 1,500	0.0%
Investment Earnings	4,660	\$ 4,017	1,150	-71.4%	1,000	-13.0%
Subtotal	\$ 8,601	\$ 4,740	\$ 2,650	-44.1%	\$ 2,500	-5.7%
<u>Public Art Fee</u>						
Fees	\$ 122,986	\$ 35,630	\$ 50,000	40.3%	\$ 50,000	0.0%
Investment Earnings	6,004	\$ 5,890	1,550	-73.7%	1,000	-35.5%
Subtotal	\$ 128,989	\$ 41,520	\$ 51,550	24.2%	\$ 51,000	-1.1%
<u>Public Access</u>						
Public Access Fees	\$ 46,865	\$ 47,509	\$ 35,000	-26.3%	\$ 35,000	0.0%
Investment Earnings	2,414	\$ 2,523	550	-78.2%	550	0.0%
Subtotal	\$ 49,278	\$ 50,032	\$ 35,550	-28.9%	\$ 35,550	0.0%

Revenue Detail

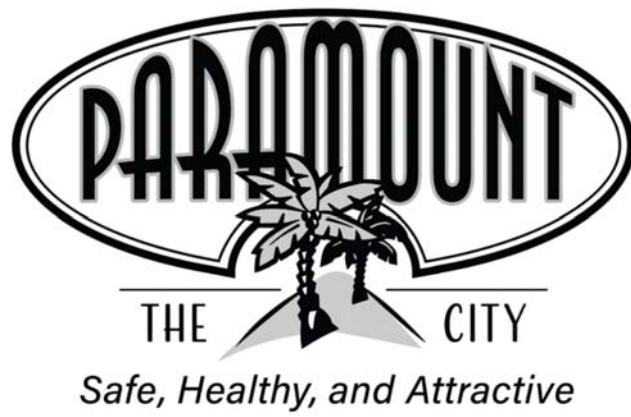
City of Paramount (Excludes Successor Agency and Housing Authority) Fiscal Year 2022 Budget

Revenue Source	Actual FY 2019	Actual FY 2020	Final Budget FY 2021	% Change From Prior Yr	Proposed Budget FY 2022	% Change From Prior Yr
Restricted Revenue (Continued)						
<u>General Plan Fees</u>						
General Plan	\$ 41,846	\$ 18,144	\$ 30,000	65.3%	\$ 30,000	0.0%
Investment Earnings	14,096	11,854	1,000	-91.6%	1,000	0.0%
Subtotal	\$ 55,942	\$ 29,998	\$ 31,000	3.3%	\$ 31,000	0.0%
<u>Property Assessments</u>						
Orange Ave Industrial Park	\$ 14,577	\$ 14,125	\$ 14,150	0.2%	\$ 14,150	0.0%
<u>Other Grants</u>						
Active Transportation Grant (ATP)	\$ -	\$ 72,029	\$ 125,000	73.5%	\$ 170,000	36.0%
Arts Education	-	-	1,250	0.0%	-	-100.0%
Beverage Container Recycling	14,133	-	(14,150)	0.0%	-	-100.0%
Cal Recycling	-	6,360	71,500	1024.2%	-	-100.0%
Calif. Natural Resource Agency (CNRA)	-	21,355	515,650	2314.7%	2,872,350	457.0%
CA Local Early Action Planning (LEAP)	-	-	150,000	0.0%	-	-100.0%
CA Local Roadway Safety Plan (LSRP)	-	-	72,000	0.0%	-	-100.0%
EIR Review Grant (West Santa Ana)	10,927	-	-	0.0%	-	0.0%
I-710 Early Action Funds	2,850	273,105	-	-100.0%	4,800,000	0.0%
Cal-OES/FEMA	-	-	37,000	0.0%	-	-100.0%
Highway Bridge Repair (HBR)	-	51,850	255,850	393.4%	150,000	-41.4%
Highway Safety Improvement Program (HSIP)	-	-	-	0.0%	581,900	0.0%
Justice Administration Grant	12,671	10,842	89,750	727.8%	-	-100.0%
LA County Probation Grant	-	-	-	0.0%	70,000	0.0%
Measure A (Reg. Park & Open Space Development)	26,394	-	-	0.0%	690,000	0.0%
Measure H (Homeless Initiative)	661	80,008	72,000	-10.0%	-	-100.0%
MSRC (Clean Transportation)	33,646	15,000	-	-100.0%	-	0.0%
Park Maintenance - Dills	117,254	-	-	0.0%	-	0.0%
Park Maintenance - Paramount	55,900	-	22,600	0.0%	22,600	0.0%
Prop 68-Per Capita	-	-	-	0.0%	178,000	0.0%
Prop A Park Development	24,338	-	-	0.0%	-	0.0%
SB2 Planning Grant	-	-	-	0.0%	160,000	0.0%
SB 821 Sidewalk/Bikeway	37,915	40,415	30,950	-23.4%	40,650	31.3%
State COPS	148,747	155,948	100,000	-35.9%	100,000	0.0%
State Transportation Program-Local	-	98,000	681,000	594.9%	-	-100.0%
Used Oil	15,431	15,000	6,800	-54.7%	6,800	0.0%
Program Income	-	-	1,500	0.0%	-	-100.0%
Investment Earnings	3,525	4,099	1,300	-68.3%	1,000	-23.1%
Subtotal	\$ 504,392	\$ 844,009	\$ 2,220,000	163.0%	\$ 9,843,300	343.4%

Revenue Detail

City of Paramount
(Excludes Successor Agency and Housing Authority)
Fiscal Year 2022 Budget

Revenue Source	Actual FY 2019	Actual FY 2020	Final Budget FY 2021	% Change From Prior Yr	Proposed Budget FY 2022	% Change From Prior Yr
Restricted Revenue (Continued)						
<u>Equipment Replacement</u>						
Interdepartmental Charges	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
Investment Earnings	17,200	18,831	5,300	-71.9%	5,300	0.0%
Subtotal	<u>\$ 17,200</u>	<u>\$ 18,831</u>	<u>\$ 5,300</u>	<u>-71.9%</u>	<u>\$ 5,300</u>	<u>0.0%</u>
Subtotal Grants/Other Revenue	<u>\$ 9,757,211</u>	<u>\$ 10,024,454</u>	<u>\$ 12,996,750</u>	<u>29.7%</u>	<u>\$ 21,361,450</u>	<u>64.4%</u>
<u>Paramount Municipal Water</u>						
Water Sales	\$ 7,556,242	\$ 7,544,211	\$ 7,300,000	-3.2%	\$ 7,300,000	0.0%
Reconnection Fees	48,628	\$ 30,756	-	-100.0%	-	0.0%
Construction/Installation Charges	194,258	45,030	120,000	166.5%	32,000	-73.3%
Other Revenue	6,170	20,127	5,500	-72.7%	7,000	27.3%
Investment Earnings	100,630	90,318	18,000	-80.1%	10,000	-44.4%
Subtotal	<u>\$ 7,905,929</u>	<u>\$ 7,730,442</u>	<u>\$ 7,443,500</u>	<u>-3.7%</u>	<u>\$ 7,349,000</u>	<u>-1.3%</u>
Total Restricted Revenue	<u>\$ 17,663,140</u>	<u>\$ 17,754,896</u>	<u>\$ 20,440,250</u>	<u>15.1%</u>	<u>\$ 28,710,450</u>	<u>40.5%</u>
Grand Total - All Revenue	<u><u>\$ 45,454,246</u></u>	<u><u>\$ 45,453,365</u></u>	<u><u>\$ 54,233,500</u></u>	<u><u>19.3%</u></u>	<u><u>\$ 61,783,200</u></u>	<u><u>13.9%</u></u>



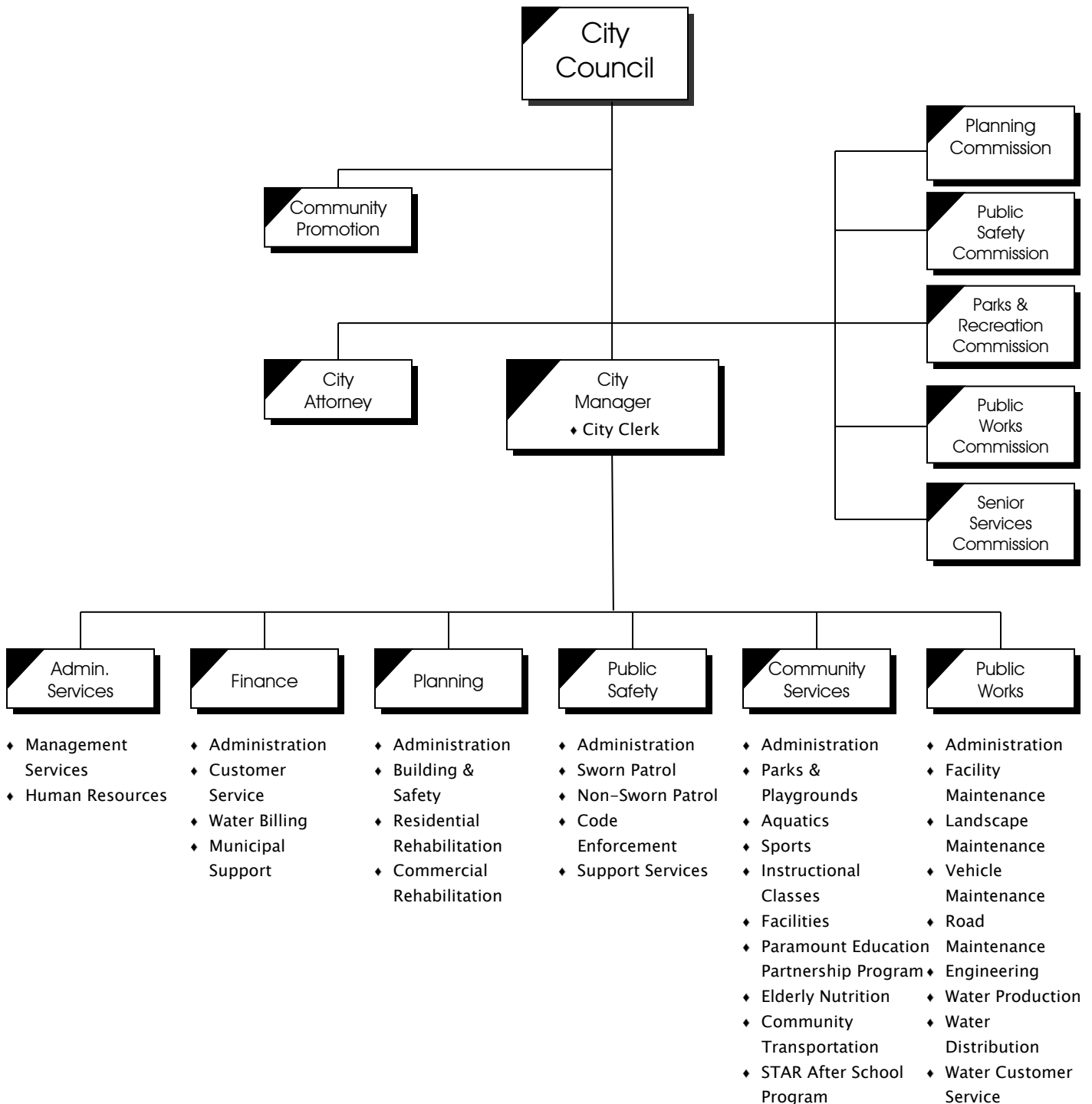
EXPENDITURE DETAIL

This section contains detailed expenditure information for each department broken down into separate activities. A list of the departments is shown below. The next page is a chart showing the way in which these activities are organized on a city-wide basis.

• City Council/Commissions	19
• Community Promotion	35
• City Attorney	39
• City Manager/City Clerk	43
• Administrative Services	47
• Finance	55
• Planning	67
• Public Safety	79
• Community Services	93
• Public Works	117

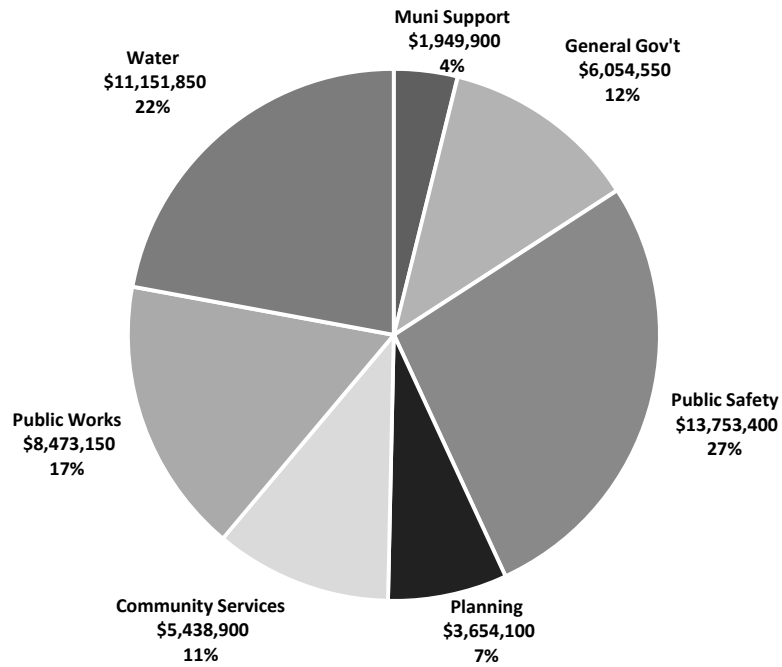
ORGANIZATIONAL CHART

CITY OF PARAMOUNT



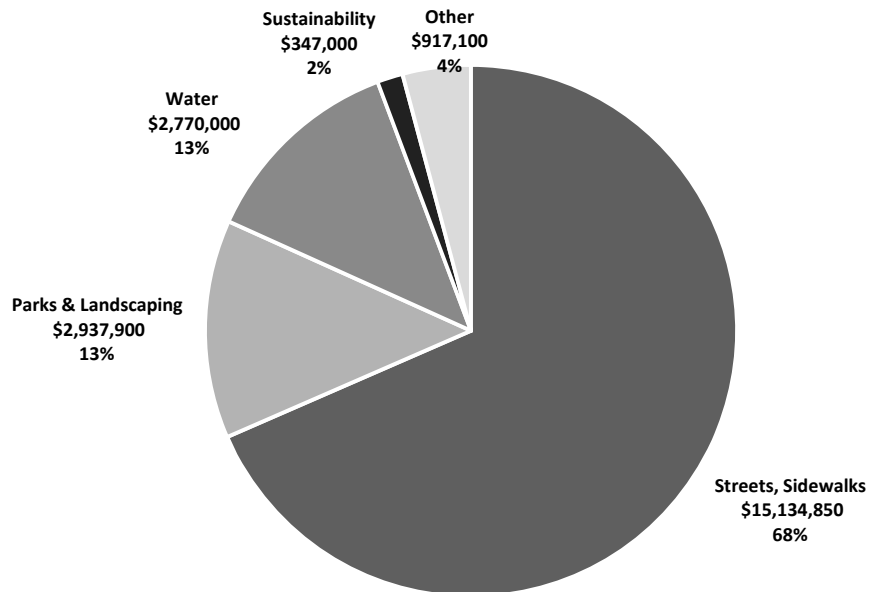
Fiscal Year 2022 Operations

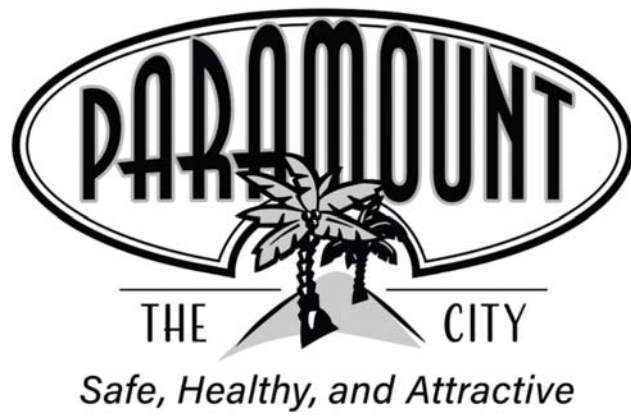
\$ 50,475,850



New and Carryover Capital Improvements

\$ 22,106,850



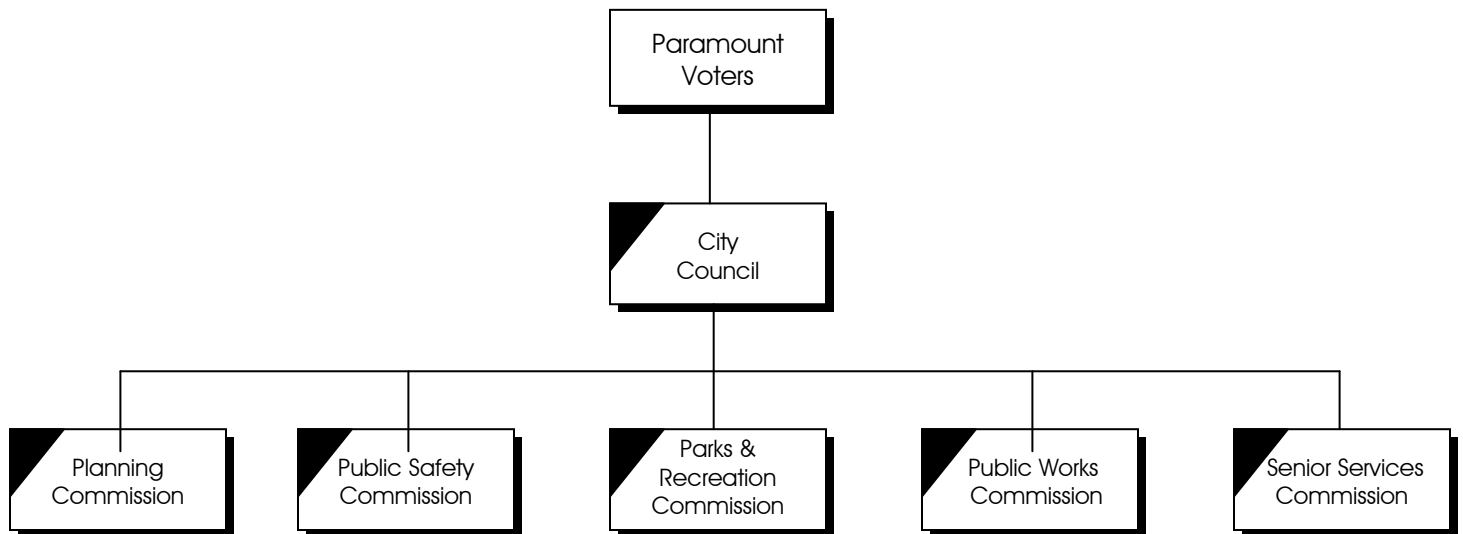


CITY COUNCIL/COMMISSIONS

The City Council is composed of five members who are elected by the voters of Paramount for four-year, overlapping terms. Each year, the City Council chooses a Mayor and a Vice Mayor from among its members whose responsibilities are to chair Council meetings, attest to the official actions of the City, and otherwise represent the City. The City Council establishes policy direction for the City; approves ordinances, resolutions, and contracts; and appoints the City Manager and City Attorney.

With the approval of the City Council, the Mayor appoints five commissions (Planning, Public Safety, Parks & Recreation, Public Works, and Senior Services) which serve as advisory bodies to the City Council. These commissions review issues within their respective areas and make recommendations for the City Council's consideration.

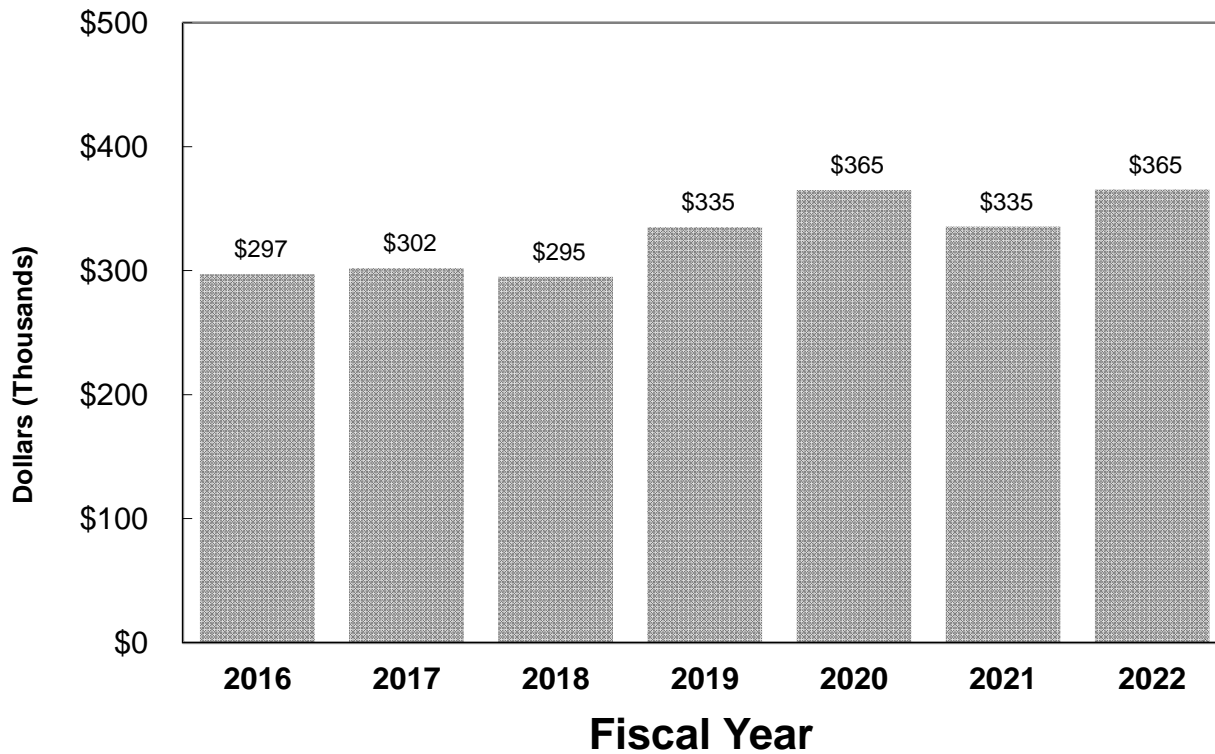
Below is a chart showing the organization of the City Council and its commissions. A department summary combining all activities is shown on the next page. A detailed description of the activity can be found on the following pages.



CITY COUNCIL/COMMISSIONS

2021-22 EXPENDITURE SUMMARY				
<u>Division Name</u>	<u>Salary & Benefits</u>	<u>Maintenance & Operations</u>	<u>Capital Outlay</u>	<u>Total</u>
City Council	\$ 153,600	161,000	-	314,600
Planning Commission	15,450	8,350	-	23,800
Public Safety Commission	8,650	300	-	8,950
Parks & Rec. Commission	6,200	-	-	6,200
Public Works Commission	8,650	-	-	8,650
Senior Services Commission	3,100	-	-	3,100
Total	<u>\$ 195,650</u>	<u>169,650</u>	<u>-</u>	<u>365,300</u>

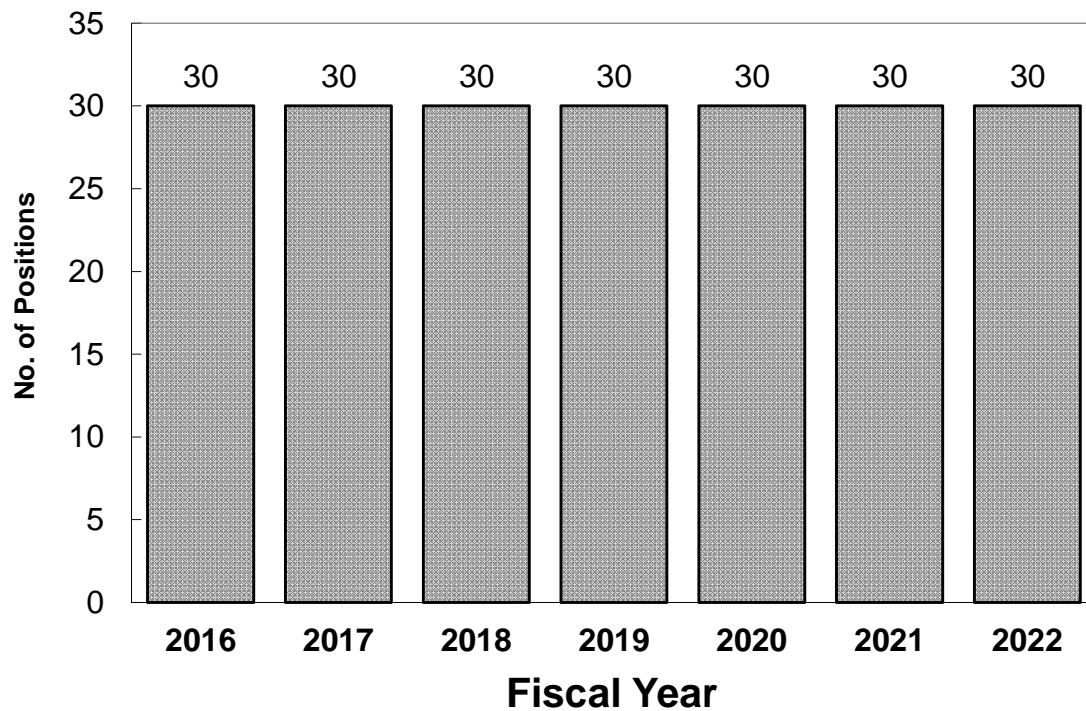
History of Expenditures



CITY COUNCIL/COMMISSIONS

2021-22 POSITION SUMMARY			
<u>Positions</u>	<u>Approved FY 2021</u>	<u>Proposed FY 2022</u>	<u>Change + or (-)</u>
City Councilmembers	5	5	-
Planning Commissioners	5	5	-
Public Safety Commissioners	5	5	-
Parks and Recreation Commissioners	5	5	-
Public Works Commissioners	5	5	-
Senior Services Commissioners	5	5	-
Total Number of Positions	30	30	-

Full-Time Position Summary



City Council

The City Council is the City's policy making body. It provides direction for all City programs, such as planning and economic development, police protection, water service and delivery, street maintenance, park maintenance, and capital improvement programming.

The City Council conducts monthly public meetings for the purpose of taking formal actions. The Council approves ordinances, resolutions, contracts, and City expenditures. It provides liaison to elected representatives of the state and federal government, and represents the City at formal public events.

In addition, the City Council approves all appointments to City commissions, presents proclamations and special awards, approves specialized permit requests, appoints the City Manager and City Attorney, and approves the City's budget.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ 154,600	153,600
Maintenance and Operations	140,150	161,000
Capital Outlay	<u>-</u>	<u>-</u>
Division Total	<u>\$ 294,750</u>	<u>314,600</u>

Position Summary

Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
Mayor	1	1	-
Vice Mayor	1	1	-
Councilmember	<u>3</u>	<u>3</u>	<u>-</u>
Total Positions	<u>5</u>	<u>5</u>	<u>-</u>

City Council
Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Council Pay	\$ 66,202	64,700	64,700
Health Insurance	53,953	59,450	64,850
Life Insurance	309	250	300
Disability Insurance	310	350	550
Workers' Compensation	1,689	850	900
Medicare	1,340	1,250	1,100
Pers	28,265	27,750	21,200
Total Salaries/Benefits	152,069	154,600	153,600
Office Supplies	2,294	3,000	3,000
Professional/Technical	84,221	48,750	48,200
Conferences/Meetings	17,940	35,300	54,300
Memberships	52,034	53,100	55,500
Total Maint/Operations	156,489	140,150	161,000
- Division Total -	\$ 308,558	294,750	314,600

Professional/Technical

Legislative consultant	\$ 36,200
Interpreting services	12,000
	<u>\$ 48,200</u>

Conferences/Meetings

Car allowance/expense reimbursement	\$ 11,100
CCCA Annual Conference	7,650
CCCA Fall Educational Summit	7,650
CCCA Legislative Orientation Tour	5,000
Gonsalves Legislative Apprec. Dinner	3,500
LOCC Mayors & Council Leadership	3,000
CJPIA Risk Management Conference	2,000
LOCC Annual Conference	2,000
LOCC Legislative Action Day	2,000
LOCC Mayors/Council Exec. Forum	2,000
LOCC New Mayors & Council Academy	500
California Women's Conference	500
Miscellaneous conference / trips	6,200
Miscellaneous meetings / events	1,200
	<u>\$ 54,300</u>

Memberships

COG Annual Membership	\$ 22,500
LOCC Annual Membership	19,250
SCAG Annual Membership	5,950
CCCA Annual Membership	4,350
L.A. County Local Agency Formation	1,600
LOCC-L.A. County Division	1,250
SELACO Annual Membership	600
	<u>\$ 55,500</u>

Planning Commission

The Planning Commission makes recommendations to the City Council in regards to planning and development issues.

The Commission conducts one monthly meeting during which it also serves as the City's Development Review Board and Economic Development Board.

The Commission reviews all conditional use permits, variances, land divisions, plot plans, and zoning ordinance amendments.

Approximately 60 applicants for these types of activities will be reviewed during the year.

The Development Review Board reviews exterior design of all proposed development in the City except for homes in the R-1 zone. Approximately 30 site development plans will be reviewed by the Board in the coming year.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ 14,900	15,450
Maintenance and Operations	2,550	8,350
Capital Outlay	-	-
Division Total	<u>\$ 17,450</u>	<u>23,800</u>

Position Summary

Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
Chairperson	1	1	-
Vice Chairperson	1	1	-
Commissioner	3	3	-
Total Positions	<u>5</u>	<u>5</u>	<u>-</u>

Planning Commission

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Commissioners Pay	\$ 14,250	14,500	15,000
Workers' Compensation	273	150	200
Medicare	207	250	250
Total Salaries/Benefits	<u>14,730</u>	<u>14,900</u>	<u>15,450</u>
Conferences/Meetings	<u>1,945</u>	<u>2,550</u>	<u>8,350</u>
Total Maint/Operations	<u>1,945</u>	<u>2,550</u>	<u>8,350</u>
- Division Total -	<u><u>\$ 16,675</u></u>	<u><u>17,450</u></u>	<u><u>23,800</u></u>

Conferences/Meetings

Planning Commissioners' Academy	\$ 6,300
PC/DRB/EDB meetings	<u>2,050</u>
	<u>\$ 8,350</u>

Public Safety Commission

The Public Safety Commission is an advisory board which makes recommendations to the City Council regarding such topics as police services, City public safety programs, and other issues which the City Council may refer to the Commission. The Public Safety Commission also acts as a forum to consider residents' concerns regarding law enforcement issues.

The Public Safety Commission conducts one regular meeting per month and also acts as the Board of Appeals for Code Enforcement cases that are appealed by residents or business owners. The Board of Appeals only meets when necessary to hear a case, usually twice per year.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ 6,850	8,650
Maintenance and Operations	300	300
Capital Outlay	-	-
Division Total	<u>\$ 7,150</u>	<u>8,950</u>

Position Summary

Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
Chairperson	1	1	-
Vice Chairperson	1	1	-
Commissioners	<u>3</u>	<u>3</u>	<u>-</u>
Total Positions	<u>5</u>	<u>5</u>	<u>-</u>

Public Safety Commission

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Commissioners Pay	\$ 5,400	6,700	8,400
Workers' Compensation	101	50	100
Medicare	78	100	150
Total Salaries/Benefits	5,579	6,850	8,650
Conferences/Meetings	100	300	300
Total Maint/Operations	100	300	300
- Division Total -	\$ 5,679	7,150	8,950

Parks and Recreation Commission

The Parks and Recreation Commission is an advisory board which makes recommendations to the City Council regarding recreation and community service programs including evaluating funding requests from community organizations.

The Parks and Recreation Commission conducts one regular meeting per month.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ 5,550	6,200
Maintenance and Operations	-	-
Capital Outlay	-	-
Division Total	<u>\$ 5,550</u>	<u>6,200</u>

Position Summary

Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
Chairperson	1	1	-
Vice Chairperson	1	1	-
Commissioner	3	3	-
Total Positions	<u>5</u>	<u>5</u>	<u>-</u>

Parks and Recreation Commission

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Commissioners Pay	\$ 4,400	5,400	6,000
Workers' Compensation	95	50	100
Medicare	64	100	100
Total Salaries/Benefits	<u>4,559</u>	<u>5,550</u>	<u>6,200</u>
- Division Total -	<u><u>\$ 4,559</u></u>	<u><u>5,550</u></u>	<u><u>6,200</u></u>

Public Works Commission

The Public Works Commission is an advisory board which makes recommendations to the City Council on topics such as traffic safety measures, including requests for stop signs and parking restrictions. The Public Works Commission also serves as a forum for considering residents' concerns regarding public works issues, such as roads, maintenance and landscaping.

The Public Works Commission conducts one regular meeting per month.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ 7,450	8,650
Maintenance and Operations	-	-
Capital Outlay	-	-
Division Total	<u>\$ 7,450</u>	<u>8,650</u>

Position Summary

Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
Chairperson	1	1	-
Vice Chairperson	1	1	-
Commissioner	3	3	-
Total Positions	<u>5</u>	<u>5</u>	<u>-</u>

Public Works Commission

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Commissioners Pay	\$ 4,100	7,200	8,400
Workers' Compensation	88	100	100
Medicare	59	150	150
Total Salaries/Benefits	4,247	7,450	8,650
- Division Total -	\$ 4,247	7,450	8,650

Senior Services Commission

The Senior Services Commission is an advisory board which makes recommendations to the City Council regarding senior service programs and issues.

The Senior Services Commission conducts one regular meeting every other month.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ 3,100	3,100
Maintenance and Operations	-	-
Capital Outlay	-	-
Division Total	<u>\$ 3,100</u>	<u>3,100</u>

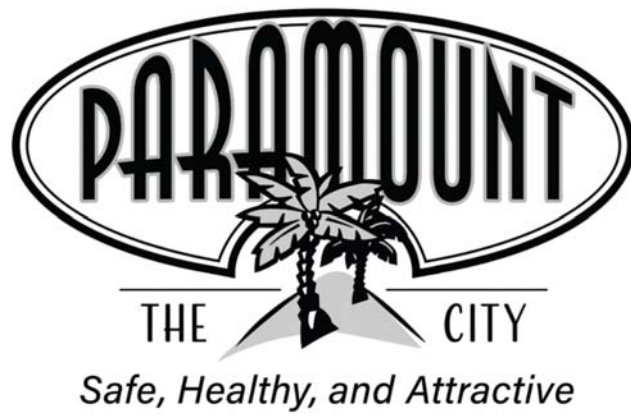
Position Summary

Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
Chairperson	1	1	-
Vice Chairperson	1	1	-
Commissioner	3	3	-
Total Positions	<u>5</u>	<u>5</u>	<u>-</u>

Senior Services Commission

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Commissioners Pay	\$ 2,800	3,000	3,000
Workers' Compensation	46	50	50
Medicare	41	50	50
Total Salaries/Benefits	2,887	3,100	3,100
- Division Total -	\$ 2,887	3,100	3,100

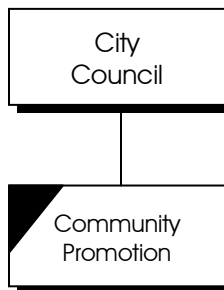


COMMUNITY PROMOTION

The Community Promotion activity provides direct support to various segments of the community by funding special activities, events, and celebrations, and supporting local athletic and community groups. Funds are also provided by the City Council for activities designed to establish effective relationships with the business, private, and public sectors of the community.

During the year, for example, the Community Promotion Program will sponsor community-oriented promotional events such as luncheons, faires, athletic events, holiday celebrations, and other events.

As shown below, the Community Promotion Program is organized into a single activity. A detailed description of this activity can be found on the following pages.



Community Promotion

The Community Promotion activity provides a positive public relations program for the City by promoting and supporting special services, programs and events, celebrations, and local sport and community groups.

During the year, the Community Promotion Program will co-sponsor a Senior Thanksgiving Dinner, in which approximately 600 senior citizens will participate, and the annual Christmas Train which will visit approximately 50,000 residents. This year's budget also includes the publication of three issues of the City Newsletter.

This program also includes funding for approximately 15-20 community groups and services.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ -	-
Maintenance and Operations	446,050	455,100
Capital Outlay	-	-
Division Total	<u>\$ 446,050</u>	<u>455,100</u>

Position Summary

Full-Time Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
Not Applicable			
Part-Time Positions	Hours FY 2021	Hours FY 2022	Change + or (-)
Not Applicable			

Community Promotion

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Flowers/Donations	\$ 82	600	600
Plaques/Certificates	817	3,100	3,100
Senior Thanksgiving	4,706	5,100	5,050
Christmas Decorations	5,019	5,600	5,600
Christmas Train	39,537	36,650	46,350
City Publications	82,787	117,850	109,700
Pitch-in Paramount	3,830	7,000	11,500
Community Promo Events	83,446	95,650	176,700
Graffiti Rewards	500	1,500	1,500
Youth Group Funding			
PJAA	-	15,000	-
Soccer	-	15,000	-
Softball	-	15,000	-
Youth Scholarship Fund	-	15,000	30,000
Special Event Funding			
"999" Kids Foundation	1,000	1,000	1,000
Latina Art (Traditional Artists	2,461	5,000	5,000
Misc Organization Funding			
Calif Aquatic Therapy	5,000	10,000	5,000
Children's Clinic	5,000	10,000	5,000
Children's Dental Center	5,000	10,000	5,000
Comm Family Guidance	5,000	10,000	5,000
Friends of the Library	-	-	2,000
Helpline Youth Counsel	5,000	10,000	5,000
Little House	3,000	8,000	3,000
Miscellaneous	2,700	24,000	14,000
Pathways Hospice	5,000	10,000	5,000
Su Casa	5,000	10,000	5,000
Tepic Sister City	5,000	5,000	5,000
Total Maint/Operations	269,884	446,050	455,100
- Division Total -	\$ 269,884	446,050	455,100

Christmas Train

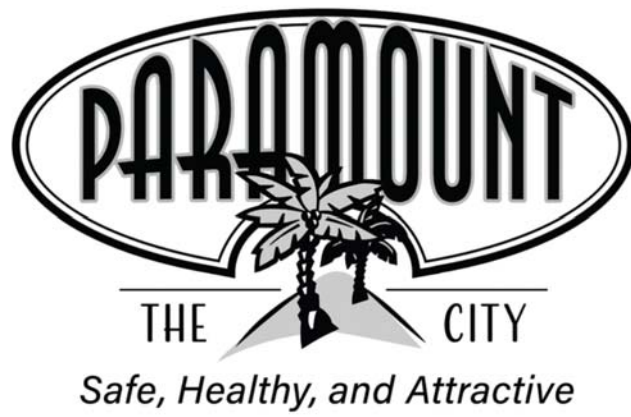
Apples/candy canes	\$ 18,000
Miscellaneous supplies / equipment	14,800
Train upgrades	5,000
Food	4,300
Gift bags	3,600
Costumes/cleaning	650
	<u>\$ 46,350</u>

City Publications

Around Towns	\$ 72,250
Event postcards (Fall/Winter)	5,250
Event postcards (Spring/Summer)	5,250
Unity in the Community	5,000
CityScape	4,900
Spring Clutter-Free postage	2,950
Spring Clutter-Free mailer	2,050
Winter Clutter-Free postage	2,950
Winter Clutter-Free mailer	2,050
Council meeting photographer	2,150
Social media supplies	2,000
Social media marketing	1,400
School News roll call advertisement	500
Miscellaneous	1,000
	<u>\$ 109,700</u>

Community Promotion Events

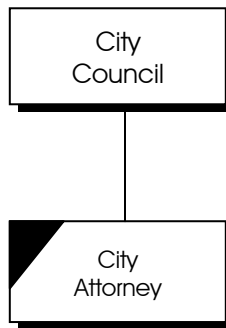
Heritage Festival	\$ 61,000
Holiday Tree Lighting	31,600
Veterans Day	14,000
Sports Hall of Fame	11,400
Eco-Friendly Event	10,000
Heritage Festival (traffic management)	8,000
Holiday Tree Lighting (traffic management)	7,000
Education Blvd. Banner	6,000
Hay Tree Event (Art Fund)	5,000
Commissioner's BBQ	4,500
Paramount merchandise promo items	3,000
Shop Local Event	3,000
Back to School Event	3,000
National Night Out	3,000
Explore Paramount	2,500
Teacher of the Year	1,500
Military banner program	1,200
Coffee with the Mayor	1,000
	<u>\$ 176,700</u>



CITY ATTORNEY

The City Attorney provides legal advice to the City Council, the Successor Agency for the Paramount Redevelopment Agency, and all City commissions and departments. The City Attorney reviews all resolutions, ordinances, agreements, and other City documents for legal correctness and validity; provides advice as to the legal effect of City policies and actions; and represents the City in court litigation as necessary.

As shown below, the City Attorney function is organized into a single activity. A detailed description of the activity can be found on the following pages.



City Attorney

The City Attorney provides all legal assistance to the City Council and City departments.

The City Attorney reviews and approves all resolutions, ordinances, and agreements for legal correctness and validity; acts as legal counsel for litigation in which the City may become involved; and supplies legal advice to the Council and all City departments in regard to current and future policies and actions.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ 121,200	111,250
Maintenance and Operations	283,600	281,200
Capital Outlay	-	-
Division Total	<u>\$ 404,800</u>	<u>392,450</u>

Position Summary

Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
City Attorney	1	1	-
Total Positions	<u>1</u>	<u>1</u>	<u>-</u>

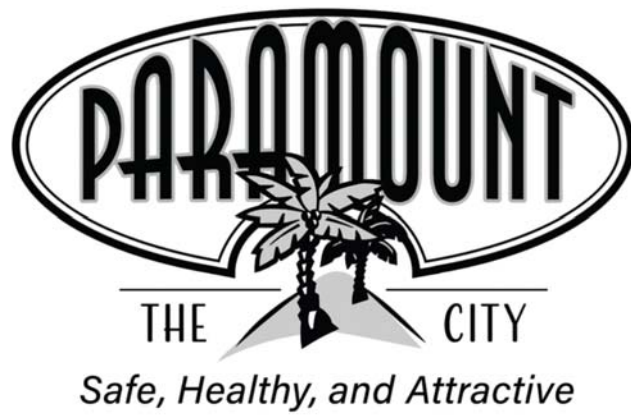
City Attorney

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Health Insurance	\$ 32,818	38,250	40,400
Pers	75,176	82,950	70,850
Total Salaries/Benefits	107,995	121,200	111,250
Publications	453	850	800
Professional/Technical	272,901	266,900	269,900
Legal/Bond Services	5,545	15,350	10,000
Conferences/Meetings	-	500	500
Total Maint/Operations	278,899	283,600	281,200
- Division Total -	\$ 386,894	404,800	392,450

Professional/Technical

City Attorney services

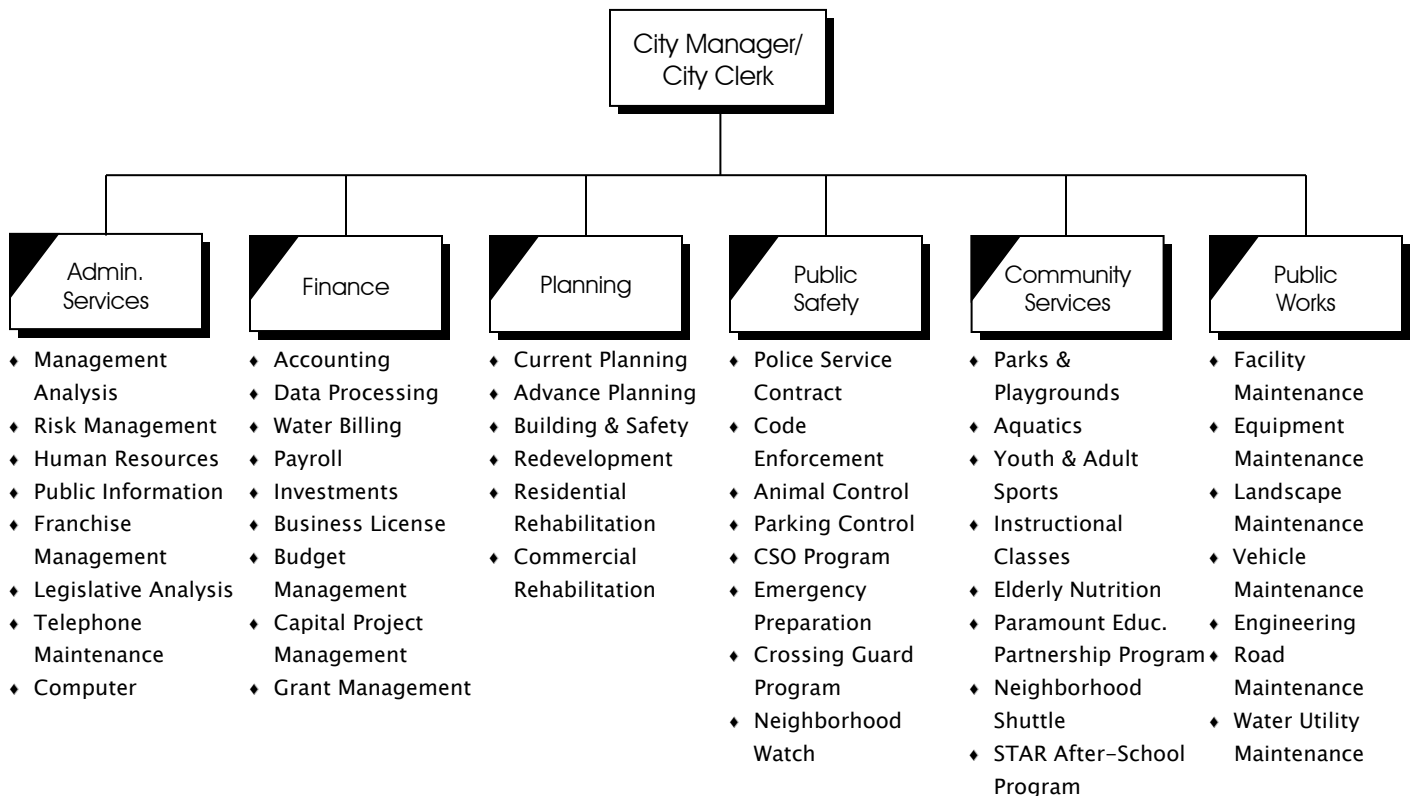


CITY MANAGER/CITY CLERK

The City Manager provides direct staff support to the City Council and is responsible for implementing City Council policy. The City Manager directs the operation of all City departments through department heads and makes recommendations to the City Council.

The City Manager prepares all of the City Council agendas and provides staff support for all City Council meetings. The City Manager prepares and recommends an annual budget to the City Council, provides reports, analyses, and other information to the City Council as necessary.

Shown below is a chart which summarizes the operations for which the City Manager/City Clerk is responsible. A detailed description of the activity can be found on the following pages.



**City Manager/
City Clerk**

The City Manager provides direct staff support to the City Council and is responsible for implementing City Council policy. The City Manager directs the operations of all City departments through department heads and makes recommendations to the City Council.

The City Manager prepares and recommends an annual budget to the City Council, and on an ongoing basis, provides reports, analyses, and other information to the City Council.

The City Clerk maintains the City's central record system which contains official files and overseas requests for public records. The City Clerk also prepares City Council minutes and attests to the validity of public City documents. In addition, the City Clerk conducts municipal elections and serves as the filing officer for campaign and conflict-of-interest disclosure statements as required by the State Political Reform Act.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ 881,000	859,900
Maintenance and Operations	61,050	205,650
Capital Outlay	-	2,000
Division Total	<u>\$ 942,050</u>	<u>1,067,550</u>

Position Summary

Full-Time Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
City Manager	1	1	-
City Clerk	1	1	-
Executive Assistant	1	1	-
Total Full-Time Positions	<u>3</u>	<u>3</u>	<u>-</u>
Part-Time Positions	Hours FY 2021	Hours FY 2022	Change + or (-)
Office Assistant I	2,600	2,600	-
Total Part-Time Hours	<u>2,600</u>	<u>2,600</u>	<u>-</u>

City Manager/City Clerk

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Regular Salaries	\$ 466,212	436,600	437,700
Part-Time Pay	31,583	45,400	44,350
Full Time Overtime	90	500	1,000
Health Insurance	98,576	127,400	138,600
Life Insurance	794	900	950
Disability Insurance	1,774	2,150	2,450
Unemployment Insurance	-	6,850	9,850
Workers' Compensation	10,449	4,650	5,550
Medicare	7,387	7,250	7,150
Pers	183,236	231,250	194,950
Deferred Compensation	17,304	18,050	17,350
Total Salaries/Benefits	817,404	881,000	859,900
Cellular Services	1,378	1,700	1,700
Document Imaging	-	1,700	1,700
Office Supplies	2,038	2,700	2,700
Publications	48	150	150
Published Notices	13,202	17,000	17,000
Professional/Technical	35,066	22,350	39,200
Election Services	114,908	500	120,500
Mileage Reimbursement	7,200	7,200	7,200
Conferences/Meetings	5,255	5,750	13,250
Memberships	2,067	2,000	2,250
Total Maint/Operations	181,162	61,050	205,650
- Division Total -	\$ 998,566	942,050	1,067,550

Professional/Technical Services

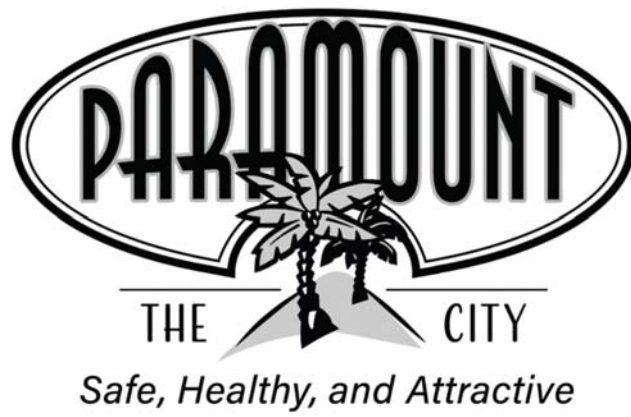
Agenda Management Platform	\$ 10,000
Citywide Records Management Program	9,000
Public Records Management Platform	8,000
Quarterly codification supplements	8,000
Legal review of code	4,000
Records destruction	200
	\$ 39,200

Conferences/Meetings

CCCA Fall Educational Summit	\$ 1,500
CCCA Annual Municipal Seminar	1,500
LOCC City Clerks' Election & New Law Seminar	1,500
ICMA Conference	1,300
Monthly Breakfast Meetings with Captain	1,200
CCCA Legislative Orientation Tour	1,000
CJPIA Risk Management Conference	1,000
CCAC Annual Conference - City Clerk	1,000
Miscellaneous Meetings, Events, Trips	850
Gateway Cities COG CM Lunch Meetings	750
LOCC Annual Conference	500
LOCC City Manager Department Meeting	350
Gonsalves City Manager Day	300
CCCA City Manager/Administrator Meetings	200
LOCC City Clerks' Workshop	200
LASD Annual City Manager's Education Seminar	100
	\$ 13,250

Memberships

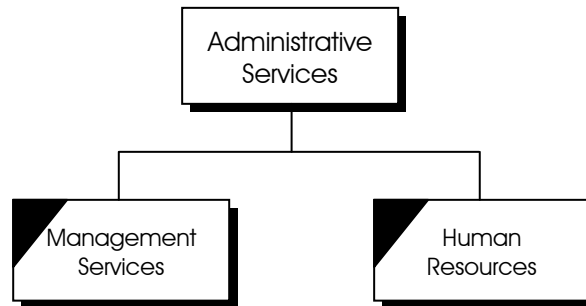
ICMA Membership	\$ 1,400
California City Management Foundation	400
International Institute of Municipal Clerks	250
City Clerks Association	200
	\$ 2,250



ADMINISTRATIVE SERVICES

The Administrative Services Department coordinates the internal day-to-day operations of the City and provides specialized staff support to the City Manager's Office and other departments. The department oversees the following operations: public information, risk management, contract and franchise management, legislative analysis, special projects, and administration of the telephone system and computer networks. The department is also responsible for recruiting, testing, selecting, and training employees as well as administering the City's personnel system.

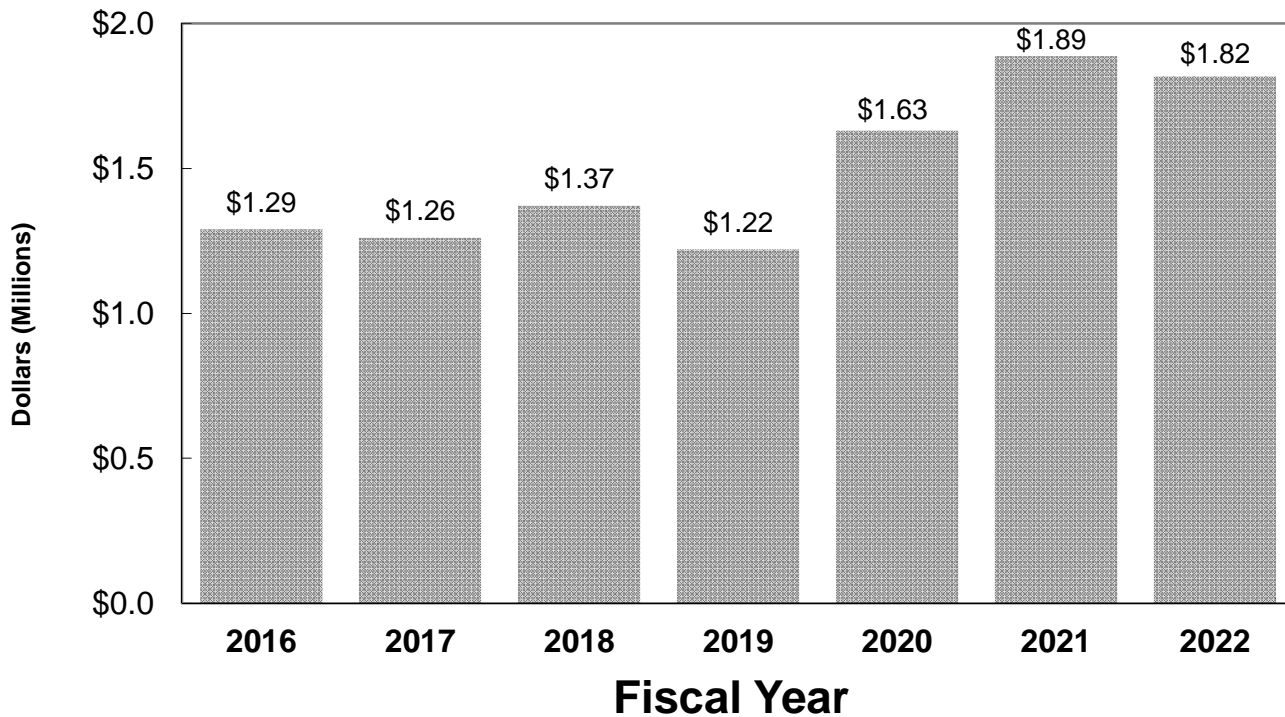
Below is a chart showing the department's activities. A department summary combining all activities is shown on the next page. A detailed description of the activity can be found on the following pages.



ADMINISTRATIVE SERVICES DEPARTMENT

2021-22 EXPENDITURE SUMMARY				
<u>Division Name</u>	<u>Salary & Benefits</u>	<u>Maintenance & Operations</u>	<u>Capital Outlay</u>	<u>Total</u>
Management Services	\$ 1,370,350	62,950	-	1,433,300
Human Resources	217,900	166,800	-	384,700
Total	<u>\$ 1,588,250</u>	<u>229,750</u>	<u>-</u>	<u>1,818,000</u>

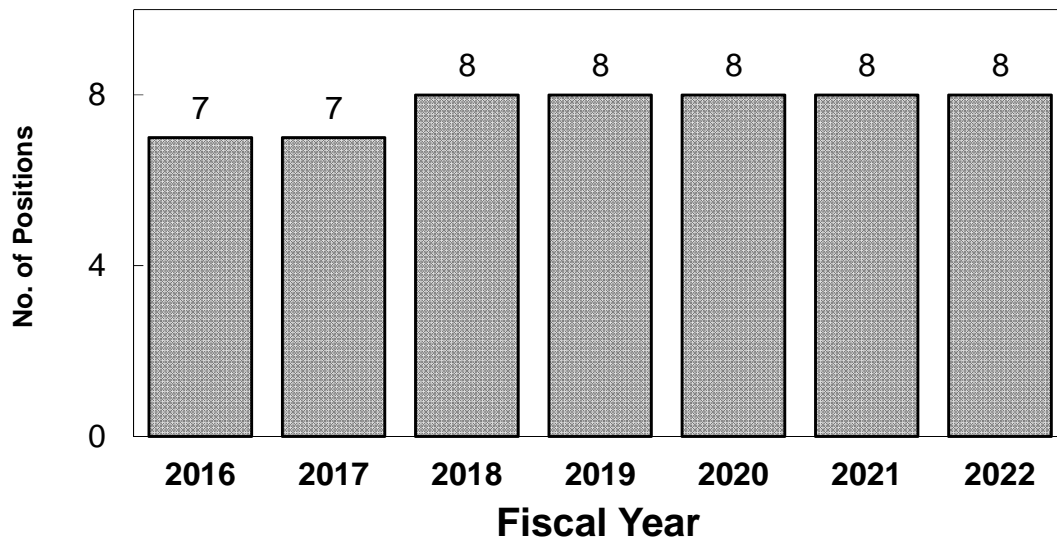
History of Expenditures



ADMINISTRATIVE SERVICES DEPARTMENT

2021-22 POSITION SUMMARY			
<u>Full-Time Positions</u>	<u>Approved FY 2021</u>	<u>Proposed FY 2022</u>	<u>Change + or (-)</u>
Assistant City Manager	1	1	-
Human Resources Manager	1	1	-
Public Information Officer	1	1	-
Management Analyst	1	1	-
IT Manager	1	1	-
IT Analyst I	1	1	-
Graphic Artist	1	1	-
Executive Assistant	1	1	-
Total Number of Full-Time Positions	<u>8</u>	<u>8</u>	<u>-</u>
<u>Part-Time Positions</u>			
Total Number of Hours	8,008	8,008	-

Full-Time Position Summary



Management Services

The Management Services Division coordinates the City's miscellaneous operations that provide technical assistance and management support to all City departments.

The Division administers the City's property and liability insurance programs and monitors the legislative affairs of the State and Federal government as they affect the City.

The Division provides direct staff support to the City Manager's Office, administers the City's franchise agreements, prepares reports and analyses on special projects as requested by the City Manager, the City Council, and other departments.

The Division is also responsible for the Public information and marketing materials, and administers the City's Economic Development programs.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ 1,353,950	1,370,350
Maintenance and Operations	73,600	62,950
Capital Outlay	-	-
Division Total	<u>\$ 1,427,550</u>	<u>1,433,300</u>

Position Summary

Full-Time Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
Assistant City Manager	1	1	-
Public Information Officer	1	1	-
Management Analyst	1	1	-
IT Manager	1	1	-
IT Analyst I	1	1	-
Graphic Artist	1	1	-
Administrative Assistant	1	1	-
Total Full-Time Positions	<u>7</u>	<u>7</u>	<u>-</u>
Part-Time Positions	Hours FY 2021	Hours FY 2022	Change + or (-)
IT Specialist	2,600	2,600	-
Admin Intern	-	-	-
Office Assistant I	2,600	2,600	-
Social Media	1,300	1,300	-
Total Part-Time Hours	<u>6,500</u>	<u>6,500</u>	<u>-</u>

Management Services

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Regular Salaries	\$ 590,394	654,450	668,350
Part-Time Pay	89,665	129,050	131,500
Full-Time Overtime	5,496	1,000	3,500
Health Insurance	164,159	202,700	224,650
Life Insurance	1,118	1,200	1,450
Disability Insurance	2,728	3,650	4,150
Unemployment Insurance	-	10,800	16,150
Workers' Compensation	14,626	9,050	9,100
Medicare	9,957	11,200	11,750
Pers	272,798	330,850	299,750
Total Salaries/Benefits	1,150,941	1,353,950	1,370,350
Cellular Services	4,375	4,050	4,050
Printing/Reproduction	-	150	150
Office Supplies	2,536	2,000	2,000
Publications	106	500	500
Professional/Technical	48,750	13,600	40,100
Mileage Reimbursement	3,450	3,600	3,600
Conferences/Meetings	3,567	2,750	12,150
Gasoline/Diesel Fuel (Fleet)	65	400	400
Disaster Response	4,184	46,550	-
Total Maint/Operations	67,033	73,600	62,950
Office Equipment/Furniture	2,450	-	-
Total Capital Outlay	2,450	-	-
- Division Total -	\$ 1,220,424	1,427,550	1,433,300

Professional/Technical

Communication consultant	\$ 39,500
Mayor's scrapbook	500
Smug mug subscription	100
	\$ 40,100

Conferences/Meetings

CCCA Annual Municipal seminar	\$ 4,400
JPIA conference	2,000
MMASC conference	1,500
ICSC LA conference	1,000
Supervisory training workshops	500
CAPIO membership	300
Contract cities Sheriff's conference	200
MMASC membership	200
ICSC membership	50
Miscellaneous seminars	2,000
	\$ 12,150

Human Resources

The Human Resources Division recruits, tests, selects, and provides training for all City employees and is responsible for the administration of the employee benefit program.

During the average fiscal year, the Division will recruit for approximately 125 positions by placing approximately 50 job announcements in various publications. From these announcements, over 2,000 applications are received. Each application is thoroughly reviewed and qualified applicants are invited to continue in the selection process, during which the division will administer 750 written tests and 550 oral interviews to applicants. More than 7,000 pieces of correspondence will be sent to job applicants.

The Division prepares reports and analyses of employee salaries and benefits, administers the employee medical insurance program, and is responsible for position classification studies.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ 208,700	217,900
Maintenance and Operations	251,450	166,800
Capital Outlay	-	-
Division Total	<u>\$ 460,150</u>	<u>384,700</u>

Position Summary

Full-Time Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
Human Resources Manager	1	1	-
Total Full-Time Positions	<u>1</u>	<u>1</u>	<u>-</u>
Part-Time Positions	Hours FY 2021	Hours FY 2022	Change + or (-)
HR Assistant	1,508	1,508	-
Total Part-Time Hours	<u>1,508</u>	<u>1,508</u>	<u>-</u>

Human Resources

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Regular Salaries	\$ 92,733	103,400	109,400
Part-Time Pay	20,304	27,400	30,450
Health Insurance	22,013	25,750	28,650
Life Insurance	194	250	250
Disability Insurance	491	600	700
Unemployment Insurance	2,652	1,850	2,800
Workers' Compensation	2,104	1,350	1,600
Medicare	1,626	1,950	2,050
Pers	38,624	46,150	42,000
Total Salaries/Benefits	180,742	208,700	217,900
Cellular Services	391	1,000	1,000
Printing/Reproduction	-	250	250
Office Supplies	964	1,000	1,000
Publications	-	200	200
Published Notices	371	500	500
Professional/Technical	5,396	60,900	19,900
Personnel Services	8,345	12,000	12,000
Legal/Bond Services	68,703	95,500	70,500
Conferences/Meetings	1,888	50	1,600
Memberships	285	300	300
Personnel Development	27,774	43,600	43,600
Contract Class Instructors	8,805	12,050	12,050
Food	1,984	3,900	3,900
Disaster Response	-	20,200	-
Total Maint/Operations	124,907	251,450	166,800
- Division Total -	\$ 305,649	460,150	384,700

Published Notices

Job notices/advertisements	\$ 300
Compliance posters	200
	\$ 500

Professional/Technical

HR information systems	\$ 14,000
Flexible spending account administration	4,800
Retiree healthcare trust administration	1,000
Scheduling tool subscription	100
	\$ 19,900

Personnel Services

Employee health/background checks	
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Legal/Bond Services

Personnel relations	\$ 40,000
Collective bargaining services	20,000
Personnel general legal services	10,500
	\$ 70,500

Personnel Development

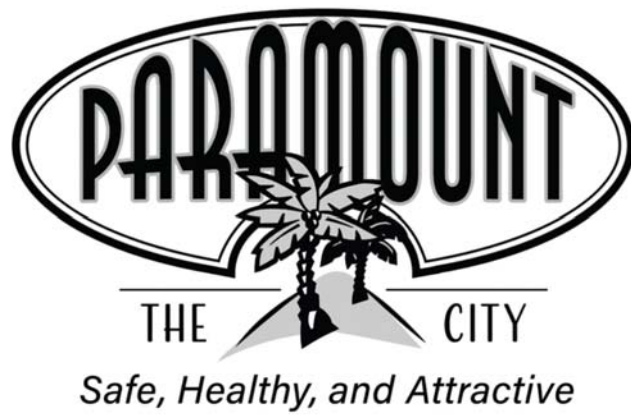
Leadership training	\$ 25,900
Employee tuition reimbursement	10,000
Personnel development	7,700
	\$ 43,600

Contract Class Instructors

IIPP training	\$ 7,050
Employee classes	5,000
	\$ 12,050

Food

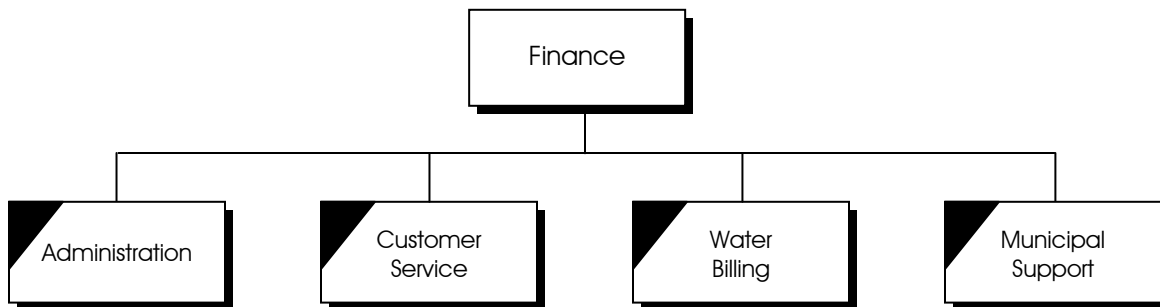
Meetings/trainings	
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FINANCE

The Finance Department coordinates the day-to-day financial transactions of the City and is responsible for all accounting, cashiering, financial planning, and investment activities of the City. The department administers various internal operations such as budget, contract management, grant management, and capital improvement programming. The department also processes the City's business and animal licenses, various permits, parking citations and all daily incoming and outgoing mail.

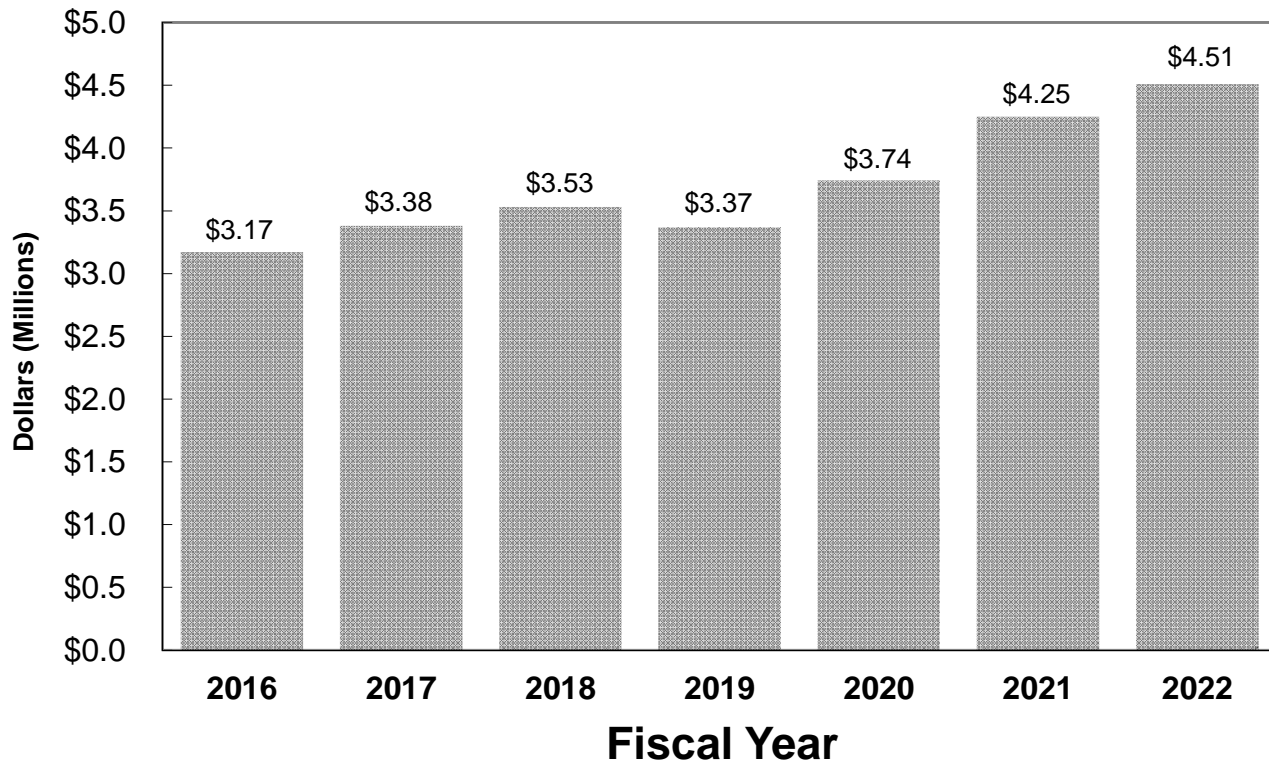
Below is a chart showing the department's activities. A department summary combining all activities is shown on the next page. A detailed description of the activity can be found on the following pages.



FINANCE DEPARTMENT

2021-22 EXPENDITURE SUMMARY				
<u>Division Name</u>	<u>Salary & Benefits</u>	<u>Maintenance & Operations</u>	<u>Capital Outlay</u>	<u>Total</u>
Finance Administration	\$ 1,387,200	296,700	115,050	1,798,950
Customer Service	63,650	96,650	-	160,300
Water Billing	404,250	74,950	10,000	489,200
Municipal Support	-	1,998,550	61,650	2,060,200
Total	<u>\$ 1,855,100</u>	<u>2,466,850</u>	<u>186,700</u>	<u>4,508,650</u>

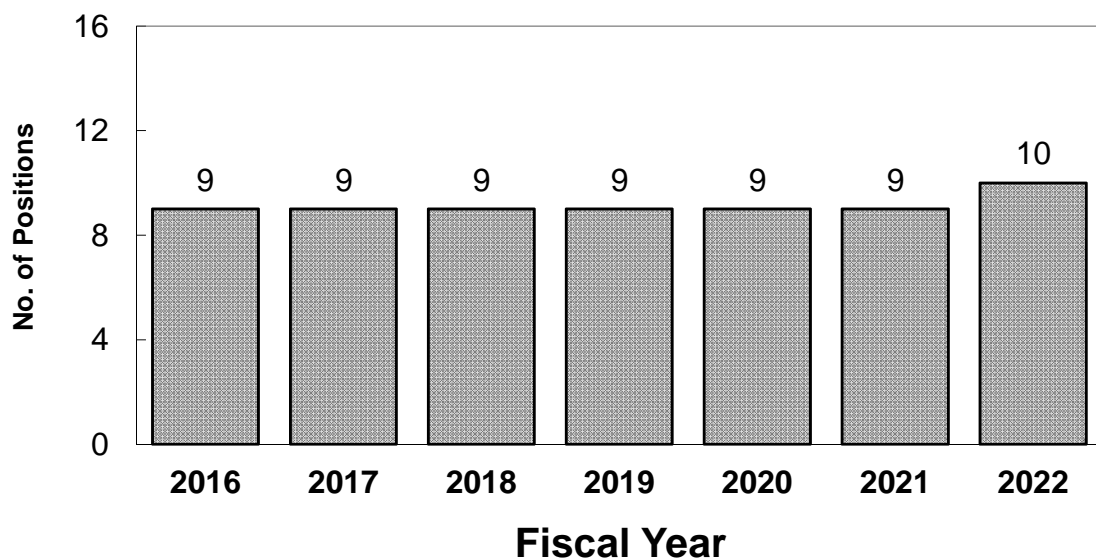
History of Expenditures



FINANCE DEPARTMENT

2021-22 POSITION SUMMARY			
<u>Full-Time Positions</u>	<u>Approved FY 2021</u>	<u>Proposed FY 2022</u>	<u>Change + or (-)</u>
Finance Director	1	1	-
Assistant Finance Director	1	1	-
Senior Accountant	1	2	1
Finance Supervisor	1	1	-
Finance Technician	3	3	-
Payroll Technician	1	1	-
Administrative Assistant	1	1	-
Total Number of Full-Time Positions	<u>9</u>	<u>10</u>	<u>1</u>
<u>Part-Time Positions</u>			
Total Number of Hours	11,648	11,284	(364)

Full-Time Position Summary



Finance Administration

The Finance division is responsible for all accounting, cashiering, financial planning, and investment activities of the City. It accounts for all financial transactions of the City and Successor Agency, administers the City's investment portfolio, and manages all debt issues. The Division is also responsible for projecting long-term financial conditions, coordinating annual audits by various agencies, and preparing the City's budget and Comprehensive Annual Financial Report (CAFR).

With day-to-day financial transactions, this Division is responsible for accounts payable, accounts receivable, payroll and other finance subsystems. Annually, this division receives and process over 7,500 requests for payments, issues over 8,000 payroll checks, and prepares and sends out over 300 invoices. Each year, this Division provides accounting for approximately \$80 million in revenues and expenditures, and prepares over 75 reports to various state and federal agencies. In addition to overseeing over 30 different grants and restricted revenue sources, the Division also coordinates inventory management for the Water Department and the City's general fixed assets.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ 1,258,500	1,387,200
Maintenance and Operations	311,900	296,700
Capital Outlay	-	115,050
Division Total	<u>\$ 1,570,400</u>	<u>1,798,950</u>

Position Summary

Full-Time Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
Director	1	1	-
Assistant Director	1	1	-
Senior Accountant	1	2	1
Finance Technician	1	1	-
Payroll Technician	1	1	-
Administrative Assistant	1	1	-
Total Full-Time Positions	<u>6</u>	<u>7</u>	<u>1</u>
Part-Time Positions	Hours FY 2021	Hours FY 2022	Change + or (-)
Accounting Specialist	2,600	2,600	-
Finance Aide	2,808	1,300	(1,508)
Finance Assistant	312	1,456	1,144
Total Part-Time Hours	<u>5,720</u>	<u>5,356</u>	<u>(364)</u>

Finance Administration

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Regular Salaries	\$ 538,583	570,850	645,250
Part-Time Pay	118,256	126,850	144,600
Full-Time Overtime	-	500	500
Health Insurance	190,965	225,000	270,750
Life Insurance	1,138	1,200	1,400
Disability Insurance	2,865	3,150	4,000
Unemployment Insurance	-	9,750	15,950
Workers' Compensation	12,143	7,700	8,950
Medicare	9,442	10,150	11,550
Pers	256,162	303,350	284,250
Total Salaries/Benefits	1,129,556	1,258,500	1,387,200
Cellular Services	2,524	3,500	3,500
Printing/Reproduction	3,409	2,000	2,000
Office Supplies	1,675	4,000	4,000
Published Notices	4,187	7,500	7,500
Professional/Technical	138,393	219,300	203,800
Financial Services	18,550	39,000	39,000
County Administrative Fee	22,759	24,650	24,650
Rent/Lease of Equipment	1,909	2,700	2,700
Mileage Reimbursement	3,666	3,600	3,600
Conferences/Meetings	1,782	3,000	3,000
Memberships	1,439	1,450	1,750
Equipment Maintenance	716	700	700
Disaster Response	-	500	500
Total Maint/Operations	201,009	311,900	296,700
Computer Equipment	2,933	-	115,050
Total Capital Outlay	2,933	-	115,050
- Division Total -	\$ 1,333,498	1,570,400	1,798,950

Printing/Reproduction

CAFR, checks, W2s, 1099s, miscellaneous forms

Professional/Technical

CDBG/HOME Grant Administration	\$ 70,000
Muniservices UUT consulting svcs	20,000
Fair Housing Services	16,000
Sales tax recovery fee	15,000
OPEB valuation	15,000
Transaction tax audit services	15,000
State Controller's report	10,000
Eide Bailly (CAFR)	8,000
Eide Bailly (GASB 68 Consulting)	6,000
Eide Bailly (GASB 75 Consulting)	6,000
Sales tax analysis	5,700
Eide Bailly (AUP)	5,000
Eide Bailly (Gas Tax Street Report)	3,000
OPEB GASB 75 Valuation Report	2,000
Eden modification services	2,000
CalPERS GASB 68 Valuation Report	1,200
Subordination services	1,000
CAFR statistical information	850
Shredding services	700
GFOA award application	650
Property tax audit services	500
Audit confirmation fees	200
	\$ 203,800

Conferences/Meetings

Miscellaneous workshops

Memberships

GFOA	\$ 1,000
CSMFO	550
Costco	200
	\$ 1,750

Disaster Response

COVID-19 disaster response

Computer Equipment

ExecuTime Timekeeping Module	\$ 100,000
Purchasing Module	15,050
	\$ 115,050

Customer Service

The Customer Service Division, which is located in the City Hall lobby, provides public information and referral service to visitors of City Hall. This Division acts as the City's primary cashiering location and collects most of the fees which are administered by the City.

The Division processes most of the City's licenses and permits which includes the issuance, renewal, and file maintenance of approximately 3,300 business licenses and 3,900 animal licenses. In addition, the Division issues approximately 650 miscellaneous permits; accepts payment for approximately 5,000 parking citations; and provides assistance to approximately 150 people each day who visit or telephone the front counter for information.

The Division handles all incoming and outgoing City mail. Approximately 95,000 pieces of incoming mail are sorted, date and time stamped, opened, and delivered to City departments.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ 159,600	63,650
Maintenance and Operations	5,300	96,650
Capital Outlay	<u>1,500</u>	<u>-</u>
Division Total	<u>\$ 166,400</u>	<u>160,300</u>

Position Summary

Full-Time Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
Finance Technician	<u>1</u>	<u>1</u>	<u>-</u>
Total Full-Time Positions	<u>1</u>	<u>1</u>	<u>-</u>
Part-Time Positions	Hours FY 2021	Hours FY 2022	Change + or (-)
Office Assistant I	<u>1,404</u>	<u>1,404</u>	<u>-</u>
Total Part-Time Hours	<u>1,404</u>	<u>1,404</u>	<u>-</u>

Customer Service

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Regular Salaries	\$ 62,153	65,850	17,250
Part-Time Pay	18,707	26,300	28,350
Part-Time Overtime	-	50	250
Health Insurance	26,655	26,250	7,100
Life Insurance	132	150	50
Disability Insurance	331	400	100
Unemployment Insurance	-	1,350	950
Workers' Compensation	1,506	1,000	550
Medicare	1,137	1,350	700
Pers	31,394	36,900	8,350
Total Salaries/Benefits	142,015	159,600	63,650
Printing/Reproduction	2,731	1,500	1,500
Office Supplies	752	1,150	1,150
Professional/Technical	-	-	91,350
Conferences/Meetings	303	350	350
Disaster Response	-	2,300	2,300
Total Maint/Operations	3,786	5,300	96,650
Other Equipment	-	1,500	-
Total Capital Outlay	-	1,500	-
- Division Total -	\$ 145,801	166,400	160,300

Printing/Reproduction

Business license forms/notices/envelopes

Professional/Technical

Business licensing

Disaster Response

COVID-19 disaster response

Water Billing

The Water Billing Division is responsible for operating the customer billing system. The Division is located in the City Hall lobby and provides water customer services by issuing water bills, updating customer files, and responding to customer inquiries.

The Division maintains all billing and payment records on approximately 7,500 water service accounts, issues 45,000 water bills, and will receive more than 45,000 water payments. It is anticipated that approximately 15,000 (33%) past due notices will be mailed, 5,000 (11%) turn-off notices will be hung at the service addresses, and 450 water accounts will be turned off due to non-payment.

The Division will respond to approximately 18,900 customer inquiries regarding service and billing information.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ 405,400	404,250
Maintenance and Operations	74,950	74,950
Capital Outlay	-	10,000
Division Total	<u>\$ 480,350</u>	<u>489,200</u>

Position Summary

Full-Time Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
Finance Supervisor	1	1	-
Finance Technician	1	1	-
Total Full-Time Positions	<u>2</u>	<u>2</u>	<u>-</u>
Part-Time Positions	Hours FY 2021	Hours FY 2022	Change + or (-)
Office Assistant I	4,524	4,524	-
Total Part-Time Hours	<u>4,524</u>	<u>4,524</u>	<u>-</u>

Water Billing

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Regular Salaries	\$ 141,239	146,700	145,650
Part-Time Pay	54,901	66,750	74,150
Full-Time Overtime	-	1,000	1,000
Part-Time Overtime	224	50	300
Health Insurance	54,042	66,450	70,450
Life Insurance	296	300	350
Disability Insurance	742	850	900
Unemployment Insurance	-	3,050	4,450
Workers' Compensation	4,885	2,300	2,500
Medicare	2,735	3,100	3,250
Pers	70,443	82,850	69,250
Pers Contribution (GASB 68)	31,896	32,000	32,000
Total Salaries/Benefits	361,403	405,400	404,250
Equipment Maintenance	15,905	19,900	19,900
Printing/Reproduction	12,192	6,500	6,500
Office Supplies	123	600	600
Postage Expense	29,150	35,000	35,000
Professional/Technical	2,904	5,000	5,000
Conferences/Meetings	-	200	200
Equipment Maint Services	7,142	7,450	7,450
Disaster Response	-	300	300
Total Maint/Operations	67,416	74,950	74,950
Other Capital Equipment	-	-	10,000
Total Capital Outlay	-	-	10,000
- Division Total -	\$ 428,819	480,350	489,200

Equipment Maintenance

Water billing software support	\$ 14,700
Water billing web extension support	2,950
Output processor support	1,300
Cashiering system support	950
	\$ 19,900

Printing/Reproduction

Water billing forms/notices/envelopes

Postage Expense

Postage for water utility bills

Professional/Technical

Water billing software modification/training

Equipment Maintenance Services

Radix maintenance	\$ 3,100
Folding machine maintenance	2,850
Postage meter maintenance	1,000
Miscellaneous repairs	500
	\$ 7,450

Disaster Response

COVID-19 disaster response

Municipal Support

The Municipal Support activity contains costs budgeted for equipment and services which are used on a City-wide basis. This activity includes costs, for example, for City-wide telephone communications; electricity, water, and natural gas used at City buildings and parks; City-wide postage costs; rental and maintenance charges for centralized business equipment such as copiers, word processors, and computers; and liability and property insurance covering the City's over \$60 million in real and personal property.

These activities also budget for the City's computer and communication systems including local area networks, telecommunications, and central City telephone operations.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ -	-
Maintenance and Operations	1,979,600	1,998,550
Capital Outlay	<u>50,750</u>	<u>61,650</u>
Division Total	<u>\$ 2,030,350</u>	<u>2,060,200</u>

Position Summary

Full-Time Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
Not Applicable			
Part-Time Positions	Hours FY 2021	Hours FY 2022	Change + or (-)
Not Applicable			

Municipal Support

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Telephone/Internet Services	\$ 96,410	116,100	99,650
Telephone Maintenance	6,652	5,000	1,000
Liability Insurance	631,143	721,900	692,250
Deductible Payments	-	1,000	1,000
Finance System Support	34,624	37,400	55,100
Equipment Maintenance	8,690	12,250	7,250
Printing/Reproduction	17,576	14,200	14,200
Office Supplies	41,774	50,000	50,000
Postage Expense	24,520	30,000	30,000
Publications	3,343	3,350	3,350
Bank Charges	56,919	83,700	95,200
Professional/Technical	130,264	100,800	95,650
Rent/Lease of Equipment	25,641	24,550	24,550
Electricity	401,046	400,000	450,000
Water	152,044	167,350	167,350
Natural Gas	41,213	45,000	45,000
Depreciation	104,295	150,000	150,000
Equipment Maint Supplies	839	2,000	2,000
Food	8,198	15,000	15,000
Total Maint/Operations	1,785,191	1,979,600	1,998,550
Computer Equipment	41,665	45,750	56,650
Other Capital Equipment	4,431	5,000	5,000
Total Capital Outlay	46,096	50,750	61,650
- Division Total -	\$ 1,831,287	2,030,350	2,060,200

Telephone/Internet Services

General phone/internet service for City departments

Liability Insurance

General liability insurance	\$ 529,750
Property insurance	95,300
Earthquake insurance	36,300
CalPERS replacement benefits	15,000
Environmental insurance	6,000
CalPERS survivor benefits	5,500
Mechanical breakdown insurance	2,300
Employee dishonesty insurance	2,100
	<u>\$ 692,250</u>

Bank Charges

UB web payment processing	\$ 30,000
Quarterly bank account services	23,000
Credit card terminal services	15,000
Credit card RFP analysis	12,000
Armored car services	6,200
Credit card processing fees	5,000
Recreation credit card fees	4,000
	<u>\$ 95,200</u>

Professional/Technical

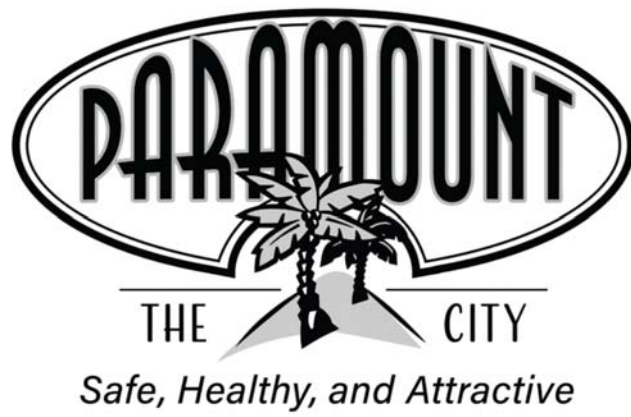
Computer consultant	\$ 24,400
Website/email security and maintenance	18,350
Audio/visual system maintenance	10,000
Out-of-State back-up	9,800
Licenses renewals/upgrades	6,800
Cyber security training	6,000
Video services	5,000
Antivirus licenses	3,700
Adobe creative cloud	2,600
Paramount Works mobile app	2,550
Video conferencing services	1,950
Remote desktop support software	1,800
Miscellaneous services	2,700
	<u>\$ 95,650</u>

Computer Equipment

Cisco switches	\$ 15,000
Dell XPS	11,650
Contingency computer equipment	10,000
Domain controller server	10,000
DMZ water server	10,000
	<u>\$ 56,650</u>

Other Capital Equipment

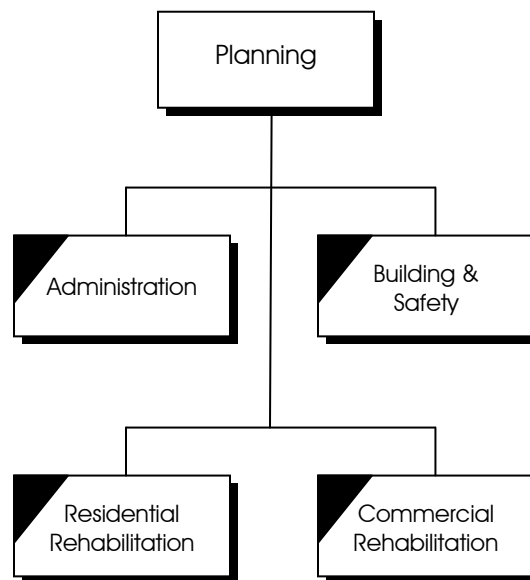
Miscellaneous media equipment



PLANNING

The Planning Department is responsible for the administration of the City's development process, including residential, commercial, and industrial uses. The department performs current and long range planning; enforces zoning and building codes; reviews site and development plans; issues building, electrical, grading, mechanical, and plumbing permits; provides technical support to City departments; and provides staff support and analyses to the City Planning Commission. The department administers the Home Improvement Program which provides rebates to Paramount residents for upgrading deteriorated properties and correcting code violations.

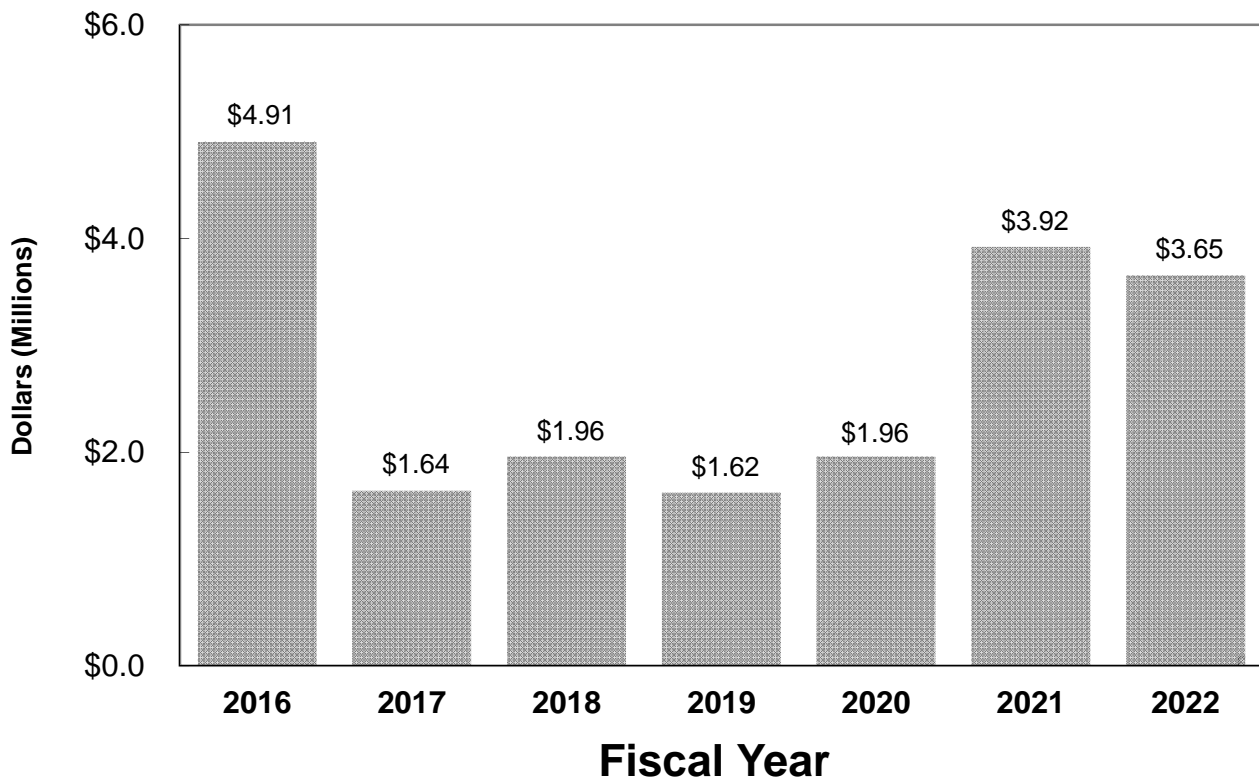
Below is a chart showing the department's activities. A department summary combining all activities is shown on the next page. A detailed description of the activity can be found on the following pages.



PLANNING DEPARTMENT

2021-22 EXPENDITURE SUMMARY				
<u>Division Name</u>	<u>Salary & Benefits</u>	<u>Maintenance & Operations</u>	<u>Capital Outlay</u>	<u>Total</u>
Planning Administration	\$ 812,400	1,036,350	40,000	1,888,750
Building & Safety	630,200	310,150	-	940,350
Residential Rehabilitation	-	375,000	-	375,000
Commercial Rehabilitation	-	450,000	-	450,000
Total	<u>\$ 1,442,600</u>	<u>2,171,500</u>	<u>40,000</u>	<u>3,654,100</u>

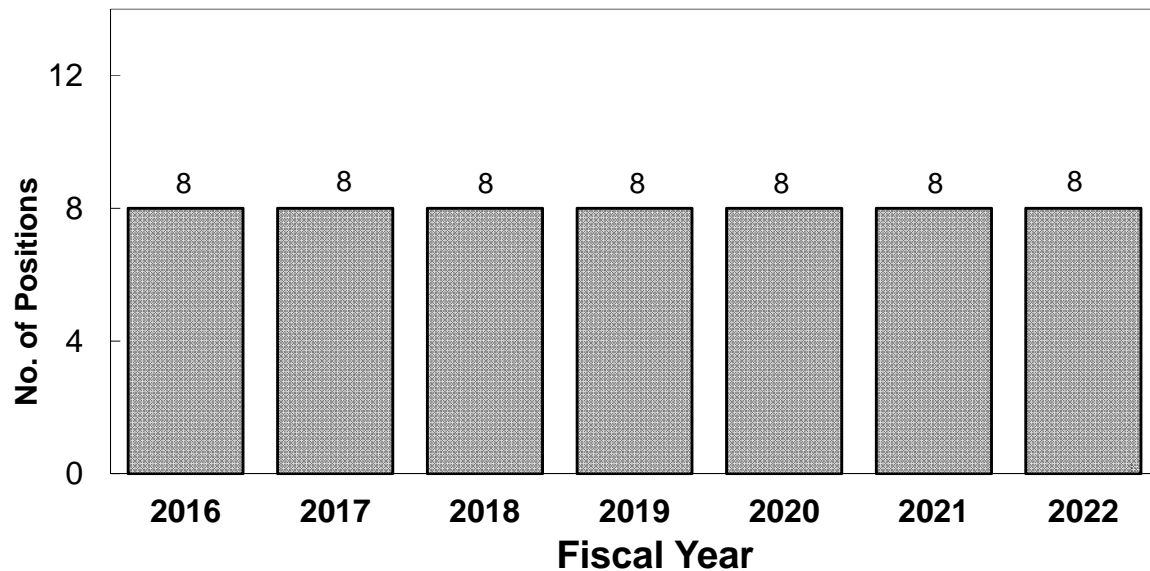
History of Expenditures



PLANNING DEPARTMENT

2021-22 POSITION SUMMARY			
<u>Full-Time Positions</u>	Approved FY 2021	Proposed FY 2022	Change + or (-)
Planning Director	1	1	-
Assistant Planning Director	1	1	-
Building and Safety Manager	1	1	-
Associate Planner	1	1	-
Building and Safety Inspector	2	2	-
Building Permit Technician	1	1	-
Administrative Assistant	1	1	-
	<u>8</u>	<u>8</u>	<u>-</u>
Total Number of Full-Time Positions	<u>8</u>	<u>8</u>	<u>-</u>
<u>Part-Time Positions</u>			
Total Number of Hours	5,200	5,200	-

Full-Time Position Summary



Planning Administration

The Division administers the City's current and long range planning programs, monitors all relevant County and State legislation, surveys current land use, and updates the City Zoning Code and General Plan.

Approximately 150 site plans and proposed developments are reviewed yearly to assure compliance with local zoning design requirements. The Division provides staff support to the Successor Agency for the Paramount Redevelopment Agency, City Planning Commission, Development Review Board, and the Economic Development Board. This year the Division plans to process over 3 zone changes, 30 conditional use permits, and 8 zone variances.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ 825,050	812,400
Maintenance and Operations	777,400	1,036,350
Capital Outlay	600	40,000
Division Total	<u>\$ 1,603,050</u>	<u>1,888,750</u>

Position Summary

Full-Time Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
Director	1	1	-
Assistant Director	1	1	-
Associate Planner	1	1	-
Administrative Assistant	1	1	-
Total Full-Time Positions	<u>4</u>	<u>4</u>	<u>-</u>
Part-Time Positions	Hours FY 2021	Hours FY 2022	Change + or (-)
Office Assistant I	2,600	2,600	-
Planning Intern	2,600	2,600	-
Total Part-Time Hours	<u>5,200</u>	<u>5,200</u>	<u>-</u>

Planning Administration

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Regular Salaries	\$ 356,441	390,400	390,150
Part-Time Pay	63,323	80,700	91,050
Health Insurance	99,245	118,700	125,200
Life Insurance	752	800	850
Disability Insurance	1,895	2,150	2,400
Unemployment Insurance	1,567	6,650	9,650
Workers' Compensation	7,748	7,250	7,300
Medicare	6,052	6,900	7,000
Pers	174,311	211,500	178,800
Total Salaries/Benefits	711,334	825,050	812,400
Cellular Services	2,086	2,300	2,300
Software System Support	-	-	2,000
Printing/Reproduction	66	700	700
Document Imaging	-	-	10,000
Office Supplies	1,207	1,050	1,050
Published Notices	10,392	11,400	11,400
Professional/Technical	140,953	662,200	914,400
Environmental Services	500	5,000	5,000
Rent/Lease of Equipment	3,085	3,500	3,500
Mileage Reimbursement	3,600	3,600	3,600
Conferences/Meetings	4,474	5,600	4,150
Memberships	23,803	23,550	23,750
Economic Development	52,500	52,500	52,500
Disaster Response	242	6,000	2,000
Total Maint/Operations	242,908	777,400	1,036,350
Office Equipment/Furniture	3,024	600	-
Vehicles	-	-	40,000
Total Capital Outlay	3,024	600	40,000
- Division Total -	\$ 957,266	1,603,050	1,888,750

Professional/Technical

Clearwater specific plan	\$ 400,000
Paramount specific plan	200,000
Downtown design guidelines	100,000
Air monitoring services	100,000
Environmental consulting	50,000
Housing Element update	35,900
Contract planning services	10,000
Zoning map update	6,000
Translation services	6,000
Map services	3,500
Architectural services	2,500
Decorating awards	500
	\$ 914,400

Environmental Services

Air filter rebate program

Conferences/Meetings

Certifications	\$ 1,450
APA conference	1,000
Miscellaneous	1,700
	\$ 4,150

Memberships

Eco-Rapid Transit	\$ 18,900
AICP, APA, CalAPA, ICSC	3,350
COG LEAP grant assessment	1,500
	\$ 23,750

Economic Development

Chamber of Commerce	\$ 40,000
Long Beach Small Business	12,500
	\$ 52,500

Disaster Response

COVID-19 disaster response

Vehicle

Vehicle replacement (AQMD)

Building & Safety

The Building & Safety Division enforces the City's building, plumbing, and electrical codes, which includes the review of building plans, issuance of construction permits, and inspection of construction.

The Division annually checks 370 construction plans to ensure conformance with the City's building codes. This examination involves a careful review of the plans and may include structural analysis, energy calculation analysis, and review for handicapped access. The Division also issues more than 500 building permits, 150 plumbing permits, 200 electrical permits, and 185 other development-related permits each year. These permits are required before any construction may legally occur within the City. Once the permits are issued, the Division conducts more than 7,260 on-site construction inspections to verify that local building codes are being followed.

In addition to the services provided to the development community which are mentioned above, the Division also performs inspection for the Residential Rehabilitation Program.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ 751,350	630,200
Maintenance and Operations	230,850	310,150
Capital Outlay	39,500	-
Division Total	<u>\$ 1,021,700</u>	<u>940,350</u>

Position Summary

Full-Time Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
Building & Safety Manager	1	1	-
Building Inspector	2	2	-
Permit Technician	1	1	-
Total Full-Time Positions	<u>4</u>	<u>4</u>	<u>-</u>
Part-Time Positions	Hours FY 2021	Hours FY 2022	Change + or (-)
None			

Building & Safety

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Regular Salaries	\$ 344,369	423,550	336,600
Health Insurance	101,573	118,000	118,800
Life Insurance	729	750	750
Disability Insurance	1,835	2,000	2,100
Unemployment Insurance	-	4,800	6,750
Workers' Compensation	12,168	7,500	7,500
Medicare	3,399	3,550	4,900
Pers	165,214	191,200	152,800
Total Salaries/Benefits	629,287	751,350	630,200
Software System Support	37,000	43,000	45,000
Printing/Reproduction	1,199	1,500	1,500
Document Imaging	6,486	7,000	7,000
Office Supplies	802	1,200	1,000
Publications	1,809	1,500	1,500
Professional/Technical	95,440	165,000	242,000
Conferences/Meetings	2,775	4,500	5,000
Memberships	755	1,500	1,500
Gasoline/Diesel Fuel	3,127	4,900	4,900
Uniforms	606	750	750
Total Maint/Operations	150,000	230,850	310,150
Office Equipment/Furniture	649	-	-
Vehicles	-	39,500	-
Total Capital Outlay	649	39,500	-
- Division Total -	\$ 779,936	1,021,700	940,350

Software System Support

IWorQ software	\$ 37,000
Building permit status web-based tool	6,000
Online permit payment	2,000
	\$ 45,000

Printing/Reproduction

Permits, plans, special projects

Document Imaging

Convert permits and construction plans to digital format.

Publications

ICC code books

Professional/Technical

Plan check services/building code training

Conferences/Meetings

ICC training

Memberships

ICC/IAPMO

Residential Rehabilitation

The Residential Rehabilitation Program provides rebates to low and moderate income families for home improvements.

Program participants must meet federal income standards and use the funds on eligible improvements, such as correction of property maintenance and building code violations.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ -	-
Maintenance and Operations	548,850	375,000
Capital Outlay	-	-
Division Total	<u>\$ 548,850</u>	<u>375,000</u>

Position Summary

Full-Time Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
Not Applicable			
Part-Time Positions	Hours FY 2021	Hours FY 2022	Change + or (-)
Not Applicable			

Residential Rehabilitation

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Professional/Technical	\$ 51,981	102,200	75,000
Residential/Comm. Assistance	-	296,650	-
Residential Rebates	62,048	150,000	300,000
Total Maint/Operations	114,029	548,850	375,000
- Division Total -	<u>\$ 114,029</u>	<u>548,850</u>	<u>375,000</u>

Professional/Technical

Project management

Residential/Commercial Assistance

Rental and mortgage assistance

Residential Rebates

Single-family residential and mobile home rebates

Commercial Rehabilitation

The Commercial Rehabilitation Program provides rebates for local businesses located on major boulevards to make exterior improvements. The types of exterior improvements which are eligible under the program include: painting, screening, landscaping, signing, and lighting.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ -	-
Maintenance and Operations	746,750	450,000
Capital Outlay	-	-
Division Total	<u>\$ 746,750</u>	<u>450,000</u>

Position Summary

Full-Time Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
Not Applicable			
Part-Time Positions	Hours FY 2021	Hours FY 2022	Change + or (-)
Not Applicable			

Commercial Rehabilitation

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Professional/Technical	\$ 20,533	92,850	30,000
Residential/Comm. Assistance	-	553,900	-
Commercial Rebates	83,688	100,000	420,000
Total Maint/Operations	104,221	746,750	450,000
- Division Total -	<u>\$ 104,221</u>	<u>746,750</u>	<u>450,000</u>

Professional/Technical

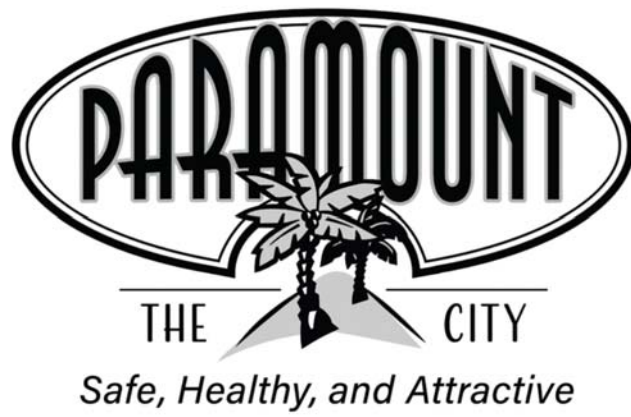
Commercial rehabilitation monitoring

Residential/Commercial Assistance

Small business assistance

Commercial Rebates

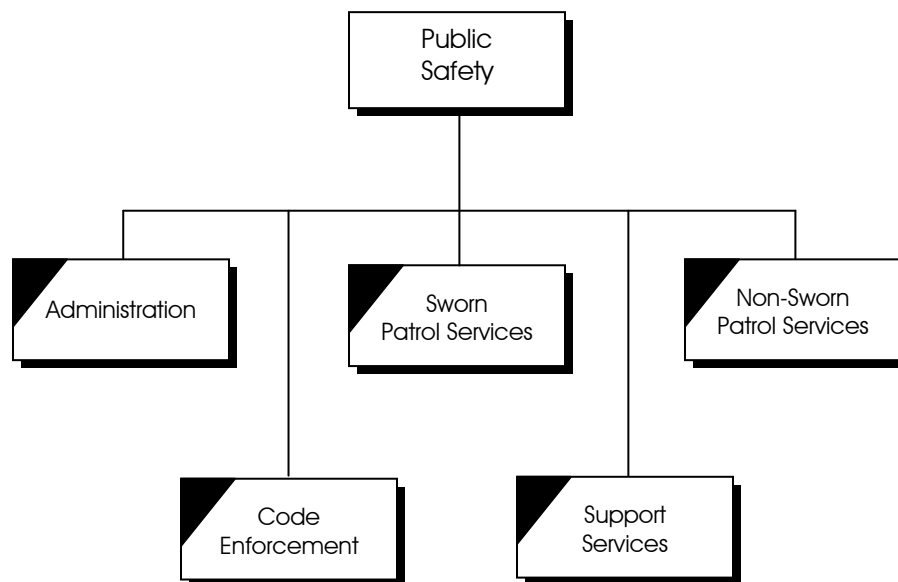
Commercial rehabilitations



PUBLIC SAFETY

The Public Safety Department provides City residents with services for the protection of life and property. It includes coordination, liaison, and monitoring of services provided by the Los Angeles County Sheriff's Department, the Los Angeles County Fire Department, Los Angeles County Probation and District Attorney's Office and the Southeast Area Animal Control Authority. These organizations provide general law enforcement, fire and rescue services, and animal control. Supplemental law enforcement services are provided through the City's Community Service Officer (CSO) Program, and operation of the Paramount Sheriff's Station. In addition, code enforcement, crossing guard protection for school children, enforcement of local parking regulations, coordinating Neighborhood Watch activities with residents and administration of the City's Civil Defense/Emergency Plan are provided under this function.

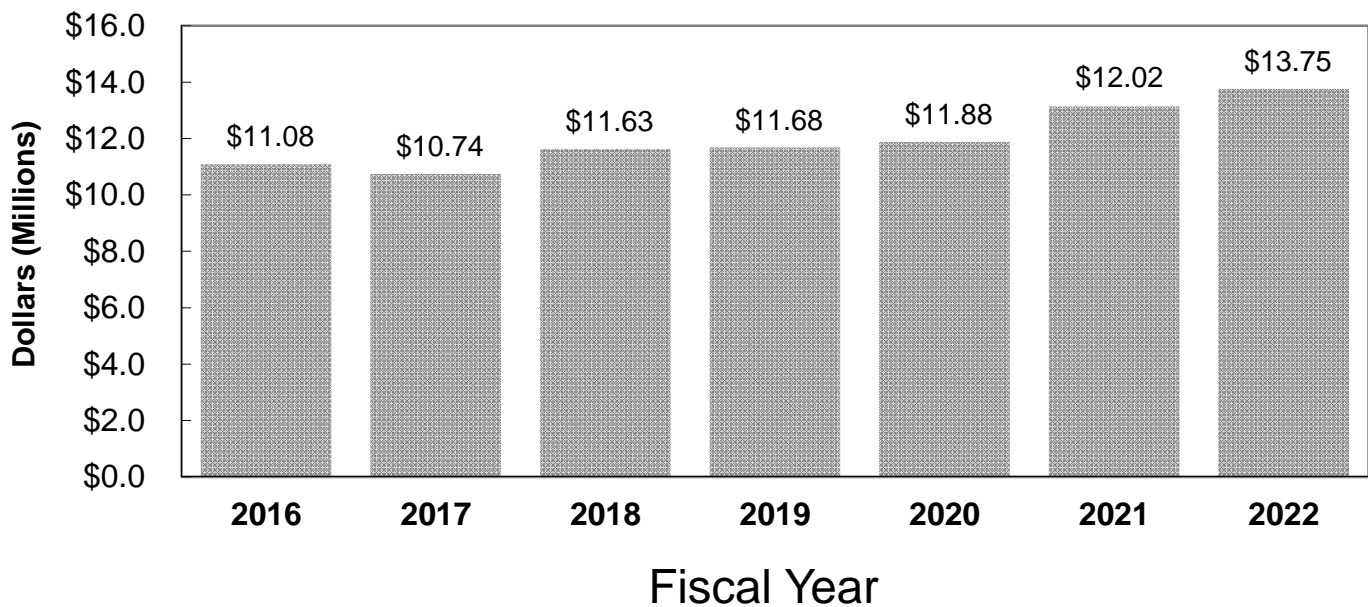
Below is a chart showing the department's activities. A department summary combining all activities is shown on the next page. A detailed description of the activity can be found on the following pages.



PUBLIC SAFETY DEPARTMENT

<div>2021-22</div> <div>EXPENDITURE SUMMARY</div>				
Division Name	Salary & Benefits	Maintenance & Operations	Capital Outlay	Total
Administration	\$ 760,200	259,850	1,100	1,021,150
Sworn Patrol Services	-	9,450,150	-	9,450,150
Non-Sworn Patrol Services	1,451,250	324,100	94,900	1,870,250
Code Enforcement	712,600	120,150	14,000	846,750
Support Services	-	565,100	-	565,100
Total	\$ 2,924,050	10,719,350	110,000	13,753,400

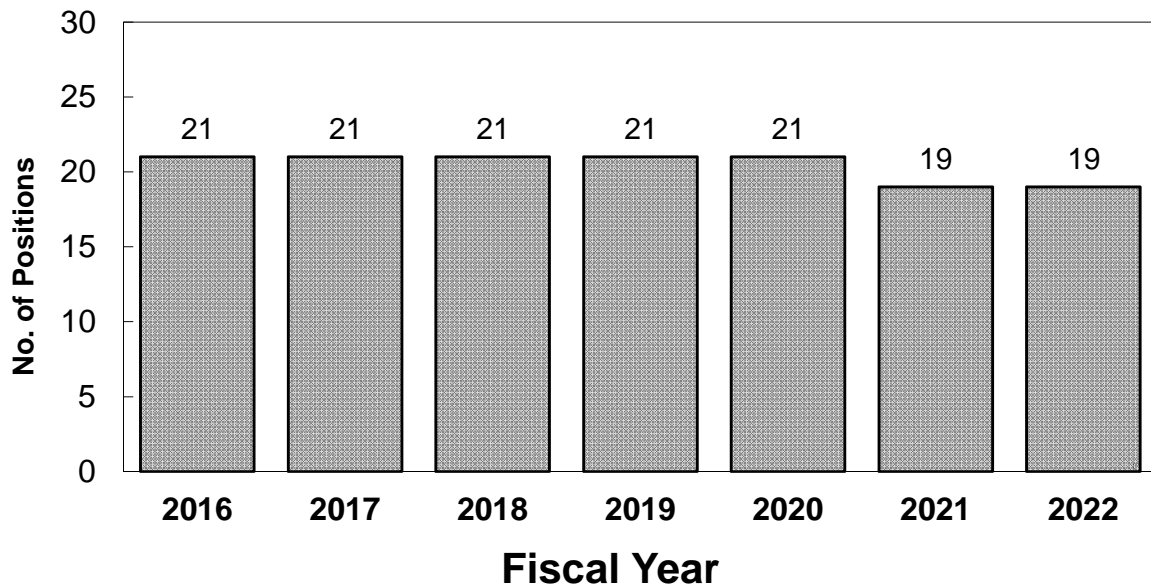
History of Expenditures



PUBLIC SAFETY DEPARTMENT

2021-22 POSITION SUMMARY			
<u>Full-Time Positions</u>	<u>Approved FY 2021</u>	<u>Proposed FY 2022</u>	<u>Change + or (-)</u>
Public Safety Director	1	1	-
Assistant Public Safety Director	1	1	-
Management Analyst II	1	1	-
Management Analyst	1	1	-
Senior Code Enforcement Officer	1	1	-
Code Enforcement Officer	3	3	-
Administrative Assistant	1	1	-
Office Assistant II	1	1	-
Community Service Officer Supervisor	1	1	-
Community Service Officer	7	7	-
Parking Control Officer	1	1	-
Total Number of Full-Time Positions	<u>19</u>	<u>19</u>	<u>-</u>
<u>Part-Time Positions</u>			
Total Number of Hours	13,854	13,804	(50)

Full-Time Position Summary



Public Safety Administration

The Division coordinates and monitors services provided by the Los Angeles County Sheriff's Department. The Division also administers the City's Emergency Preparedness and neighborhood preservation programs, as well as the Community Service Officer (CSO) and Code Enforcement programs.

The Division acts as a liaison between the City and the Los Angeles County Fire Department. The City is serviced by one fully equipped fire station which responds to approximately 115 fire and miscellaneous calls and performs approximately 3,956 rescues and 528 fire code inspections yearly.

The Administration Division is responsible for developing and coordinating the City's Emergency Response plan with the Area E Disaster Services Board.

The Division also provides 2,080 hours of Public Safety Management Analyst service to promote positive relations between community groups, the general public, and Sheriff's Deputies via the Neighborhood Watch organization.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ 869,150	760,200
Maintenance and Operations	327,700	259,850
Capital Outlay	3,700	1,100
Division Total	<u>\$ 1,200,550</u>	<u>1,021,150</u>

Position Summary

Full-Time Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
Director	1	1	-
Assistant Director	1	1	-
Management Analyst	1	1	-
Administrative Assistant	1	1	-
Total Full-Time Positions	<u>4</u>	<u>4</u>	<u>-</u>
Part-Time Positions	Hours FY 2021	Hours FY 2022	Change + or (-)
Public Service Assistant	1,404	1,404	-
Total Part-Time Hours	<u>1,404</u>	<u>1,404</u>	<u>-</u>

Public Safety Administration

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Regular Salaries	\$ 396,005	426,950	409,650
Part-Time Pay	27,028	28,550	28,350
Health Insurance	130,493	154,350	134,050
Life Insurance	836	900	750
Disability Insurance	2,109	2,350	2,150
Unemployment Insurance	-	6,350	8,850
Workers' Compensation	10,535	6,850	6,650
Medicare	5,235	5,700	5,500
Pers	198,176	237,150	164,250
Total Salaries/Benefits	770,418	869,150	760,200
Telephone/Internet Services	3,371	3,850	3,850
Cellular Service	6,762	8,750	8,750
Printing/Reproduction	6,552	13,200	13,200
Office Supplies	8,244	12,500	12,500
Publications	1,639	1,600	1,600
Professional/Technical	106,656	235,300	159,250
Rent/Lease of Equipment	13,598	25,200	33,400
Mileage Reimbursement	3,600	3,600	3,600
Conferences/Meetings	5,124	7,200	7,200
Memberships	685	1,500	1,500
Equipment Maint Supplies	6,435	9,500	9,500
Comm Promo Supplies	2,338	2,500	2,500
Disaster Response	2,248	3,000	3,000
Total Maint/Operations	167,252	327,700	259,850
Other Capital Equipment	-	3,700	1,100
Total Capital Outlay	-	3,700	1,100
- Division Total -	\$ 937,669	1,200,550	1,021,150

Telephone/Internet Services

Satellite phones	\$ 3,600
AT&T regular phone line	250
	\$ 3,850

Printing/Reproduction

Forms	\$ 3,500
Parking permits	3,500
Parking citations/envelopes	2,500
Letterhead and envelopes	2,300
Business card masters	700
Business cards	700
	\$ 13,200

Professional/Technical

Homeless services	\$ 75,950
LHMP update	46,400
Home security rebate program	15,000
Station security system maintenance	11,500
Emergency preparedness	4,200
Fire alarm system (interface)	2,000
GNP quarterly training	1,700
Document shredding	1,200
Satellite service - EOC	1,000
GNP signs	300
	\$ 159,250

Conferences/Meetings

Neighborhood Watch	\$ 2,500
Staff training	2,500
GNP meetings	200
Miscellaneous conferences/meetings	2,000
	\$ 7,200

Other Capital Equipment

EOC satellite phones	
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Sworn Patrol

The Division provides sworn law enforcement services via the Los Angeles County Sheriff's Department. The City contracts for "dedicated law enforcement", which allows for a regular group of deputies to work in Paramount for extended periods. The Division also includes Aero Bureau services.

The Sheriff's Department provides approximately 42,000 man-hours of sworn police protection, 4,024 hours of traffic enforcement and supplemental patrol to address "quality of life" issues and crime prevention.

The City supplements law enforcement services by contracting dedicated services for a Deputy District Attorney and a Detective Bureau Consultant.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ -	-
Maintenance and Operations	9,009,500	9,450,150
Capital Outlay	55,500	-
Division Total	<u>\$ 9,065,000</u>	<u>9,450,150</u>

Position Summary

Full-Time Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
Not Applicable			
Part-Time Positions	Hours FY 2021	Hours FY 2022	Change + or (-)
Not Applicable			

Sworn Patrol

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Cellular Services	\$ 5,194	7,050	7,050
Professional/Technical	143,259	43,000	226,700
Conferences/Meetings	2,469	3,700	3,700
Gasoline/Diesel Fuel	10,482	13,000	13,000
General Law Services	5,418,119	5,720,000	5,803,000
Special Assignment Officer	1,436,621	1,625,000	1,731,100
Sworn Supervision	247,580	547,400	589,700
Helicopter Services	11,973	20,000	30,000
Special Event Services	771,846	885,250	903,000
Deputy District Attorney	135,341	142,000	142,300
Community Promotion	252	3,100	600
Total Maint/Operations	8,183,136	9,009,500	9,450,150
Other Capital Equipment	3,500	55,500	-
Total Capital Outlay	3,500	55,500	-
- Division Total -	<u><u>\$ 8,186,636</u></u>	<u><u>9,065,000</u></u>	<u><u>9,450,150</u></u>

Professional/Technical

School resource officer	\$ 108,700
Youth activities league services	75,000
Detective Bureau specialist	40,000
Disturbance violation processing	3,000
	<u>\$ 226,700</u>

General Law Services

Patrol deputy (10 x 56 hrs / 2 x 40 hrs)

Special Assignment Officer

Special assignment officers

Special Event Services

Weekend patrol, probation sweeps, truancy sweeps, transit patrol, sobriety checkpoints, gang suppression, street racing

Non-Sworn Patrol

The Division provides 14,560 hours of Community Service Officer and 2,080 hours of Community Service Officer supervision for non-sworn law enforcement activities, including operating the Paramount Sheriff's Station. The Community Service Officers represent about 15% of the law enforcement service level but they handle 30% of the calls for service. Community Service Officers respond to burglaries, grand thefts, identity thefts, petty thefts, bicycle thefts, auto thefts, recovered autos, found property, lost property, and parking enforcement.

The Division also provides 2,080 hours of crime analyst services in order to focus the Department's law enforcement activities, and 9,850 hours of Public Safety Assistant services to provide customer service assistance at the Paramount Station, and in-house fleet maintenance, and 2,080 hours of parking enforcement via the Parking Control Officer.

The Division also supervises a contract which provides 12,870 hours of crossing guard protection at 21 separate locations throughout the City.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ 1,491,700	1,451,250
Maintenance and Operations	35,700	324,100
Capital Outlay	27,800	94,900
Division Total	<u>\$ 1,555,200</u>	<u>1,870,250</u>

Position Summary

Full-Time Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
Management Analyst II	1	1	-
Comm Svc Officer Super	1	1	-
Comm Service Officer	7	7	-
Parking Control Officer	1	1	-
Total Full-Time Positions	<u>10</u>	<u>10</u>	<u>-</u>
Part-Time Positions	Hours FY 2021	Hours FY 2022	Change + or (-)
Public Service Assistant	9,850	9,850	-
Total Part-Time Hours	<u>9,850</u>	<u>9,850</u>	<u>-</u>

Non-Sworn Patrol

Expenditure Detail

	Actual FY2020	Final FY 2021	Proposed FY 2022
Regular Salaries	\$ 589,902	617,100	612,350
Part-Time Pay	153,963	180,350	180,400
Full-Time Overtime	45,691	48,750	57,000
Health Insurance	222,932	266,400	276,600
Life Insurance	1,170	1,250	1,300
Disability Insurance	2,932	3,400	3,800
Unemployment Insurance	7,962	12,100	17,000
Workers' Compensation	35,801	26,750	26,350
Medicare	11,254	12,050	12,350
Pers	262,476	323,550	264,100
Total Salaries/Benefits	1,334,083	1,491,700	1,451,250
Professional/Technical	169,838	-	286,700
Rent/Lease of Equipment	5,055	5,100	6,800
Conferences/Meetings	208	2,500	2,500
Equipment Maint Services	5,685	3,000	3,000
Gasoline/Diesel Fuel	11,648	17,600	17,600
Uniforms	7,337	7,500	7,500
Total Maint/Operations	199,770	35,700	324,100
Other Capital Equipment	-	-	25,000
Vehicles	-	27,800	69,900
Total Capital Outlay	-	27,800	94,900
- Division Total -	\$ 1,533,854	1,555,200	1,870,250

Professional/Technical

Crossing guard services

Rent/Lease of Equipment

Lease of mobile digital computers

Conferences/Meetings

CSO training	\$ 1,250
PSA staff training	1,250
	<u>\$ 2,500</u>

Equipment Maintenance Services

Repair of radios, parking cite machines, etc.

Other Capital Equipment

LASD portable radios

Vehicles

Vehicle	\$ 45,000
LASD vehicle radios	10,650
Vehicle mobile digital computer (MDC)	9,250
Vehicle lightbar equipment & installation	5,000
	<u>\$ 69,900</u>

Code Enforcement

The Code Enforcement Division enforces Building, Municipal, and Zoning Codes.

This Division responds to approximately 700 Citizen Service Requests per year related to property maintenance, zoning, and other code violations. This Division also conducts inspections and Public Nuisance Hearings. This year, the Division will conduct over 2,000 inspections. In addition, this Division prepares cases for the City Prosecutor's Office.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ 646,750	712,600
Maintenance and Operations	114,350	120,150
Capital Outlay	4,000	14,000
Division Total	<u>\$ 765,100</u>	<u>846,750</u>

Position Summary

Full-Time Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
Sr. Code Enforcement Officer	1	1	-
Code Enforcement Officer	3	3	-
Office Assistant II	1	1	-
Total Full-Time Positions	<u>5</u>	<u>5</u>	<u>-</u>
Part-Time Positions	Hours FY 2021	Hours FY 2022	Change + or (-)
Code Enforcement Officer	1,300	1,250	(50)
Public Service Assistant	1,300	1,300	-
Total Part-Time Hours	<u>2,600</u>	<u>2,550</u>	<u>(50)</u>

Code Enforcement

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Regular Salaries	\$ 286,083	290,050	326,550
Part-Time Pay	50,213	66,650	63,250
Full-Time Overtime	2,950	3,000	10,000
Health Insurance	96,022	109,450	135,550
Life Insurance	589	600	700
Disability Insurance	1,481	1,600	2,050
Unemployment Insurance	-	5,250	8,000
Workers' Compensation	12,374	10,700	10,850
Medicare	4,810	5,250	5,800
Pers	135,501	154,200	149,850
Total Salaries/Benefits	590,025	646,750	712,600
Cellular Service	-	600	2,400
Printing/Reproduction	2,004	3,000	3,000
Office Supplies	891	1,100	1,100
Professional/Technical	12,549	14,600	15,300
Legal/Bond Services	83,123	85,000	85,000
Conferences/Meetings	2,444	3,250	3,250
Memberships	475	2,300	2,300
Gasoline/Diesel Fuel	2,157	4,000	4,000
Uniforms	3,287	500	3,800
Total Maint/Operations	106,930	114,350	120,150
Computer Equipment	-	4,000	-
Other Capital Equipment	-	-	14,000
Total Capital Outlay	-	4,000	14,000
- Division Total -	\$ 696,955	765,100	846,750

Printing/Reproduction

Parking citations	\$ 900
Administrative fee citations	800
Business cards	500
Red tags	500
Warning of violation notices	300
	\$ 3,000

Postage Expense

Registered mail required for all vehicle abatements

Professional/Technical

Code enforcement software	\$ 7,300
Citation management administration	5,500
Parcel data mapping	2,500
	\$ 15,300

Legal/Bond Services

City Prosecutor services	\$ 80,000
Nuisance abatement	5,000
	\$ 85,000

Other Capital Equipment

LASD portable radios

Support Services

The Public Safety Support Services Division includes expenditures for animal control provided by the Southeast Area Animal Control Authority; liaison with the Emergency Services Area "E" Disaster Services Board; parking citation data processing, appeals and fine collection and liaison with the Compton Municipal Court.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ -	-
Maintenance and Operations	547,500	565,100
Capital Outlay	-	-
Division Total	<u>\$ 547,500</u>	<u>565,100</u>

Position Summary

Full-Time Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
Not Applicable			
Part-Time Positions	Hours FY 2021	Hours FY 2022	Change + or (-)
Not Applicable			

Support Services

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Professional/Technical	\$ 237,886	257,200	257,200
Memberships	5,640	5,700	5,700
Animal Control Services	275,912	279,600	292,200
Other Public Safety Svcs	2,082	5,000	10,000
Total Maint/Operations	521,520	547,500	565,100
- Division Total -	\$ 521,520	547,500	565,100

Professional/Technical

LA Court parking citations	\$ 132,500
Parking citation review	72,300
Graffiti tracker	26,000
LA County District Attorney	15,000
Reverse 911 response system	11,400
	<u>\$ 257,200</u>

Memberships

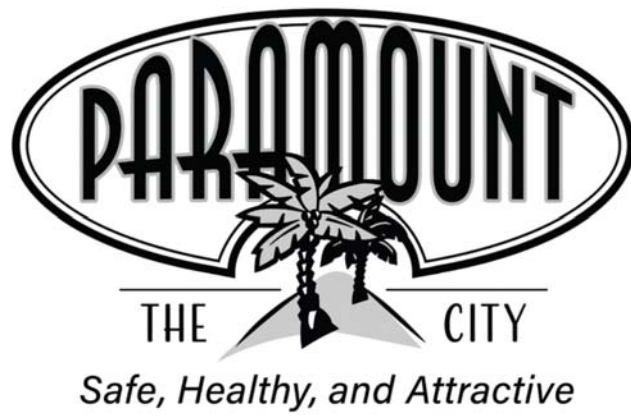
Area E membership

Animal Control Services

SEAACA contract	\$ 260,450
SEAACA - delinquent canvass	13,500
SEAACA - administrative costs	7,700
SEAACA - licensing	10,000
Cat traps	300
License supplies	250
	<u>\$ 292,200</u>

Other Public Safety Services

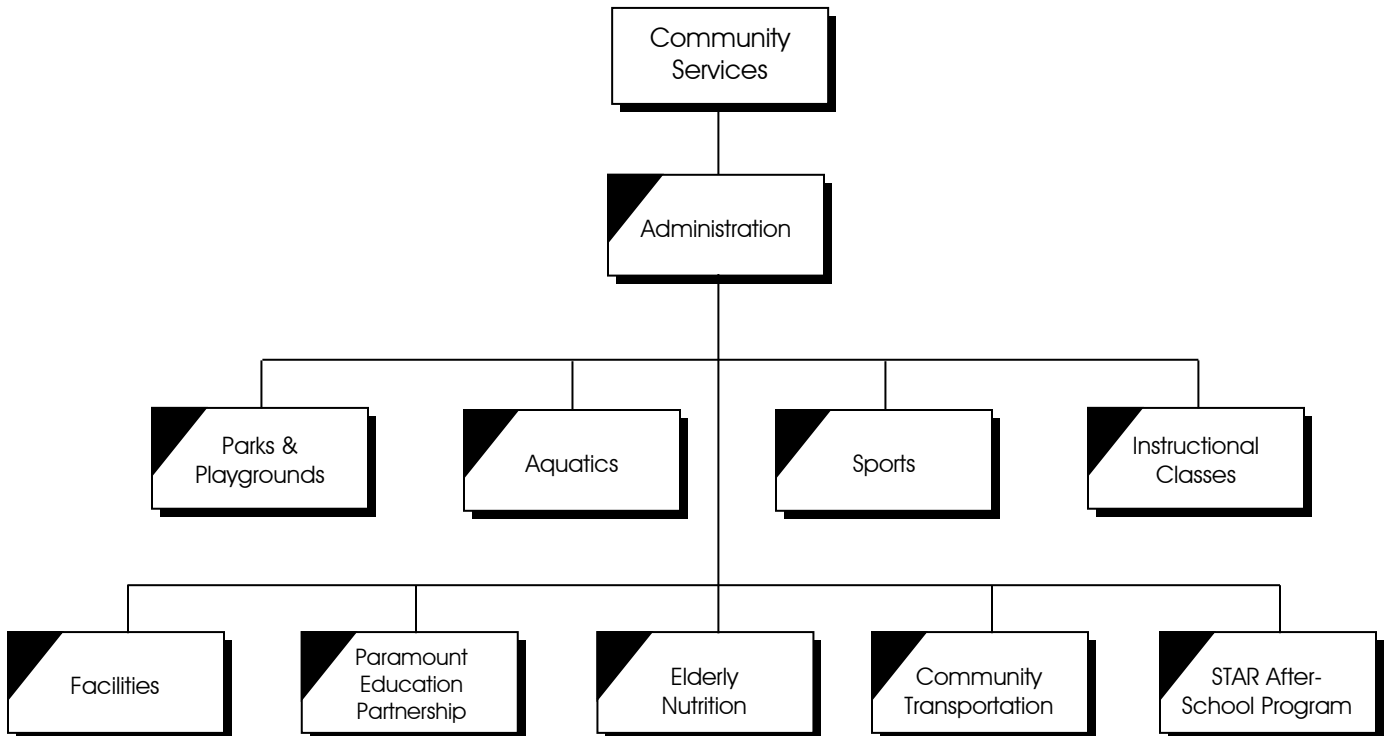
Prisoner detention services



COMMUNITY SERVICES

The Community Services Department provides recreational, educational, cultural, and social opportunities for the community. Supervision and instruction are offered for after school programs, aquatic activities, sports field usage, organized athletic leagues, instructional classes, and summer camps. The department offers programs which provide senior citizens with nutritious meals, social activities, medical testing, tax assistance, and counseling. The department also supervises and schedules public meetings and athletic facilities, oversees capital improvements at City Parks, and administers the community transportation system.

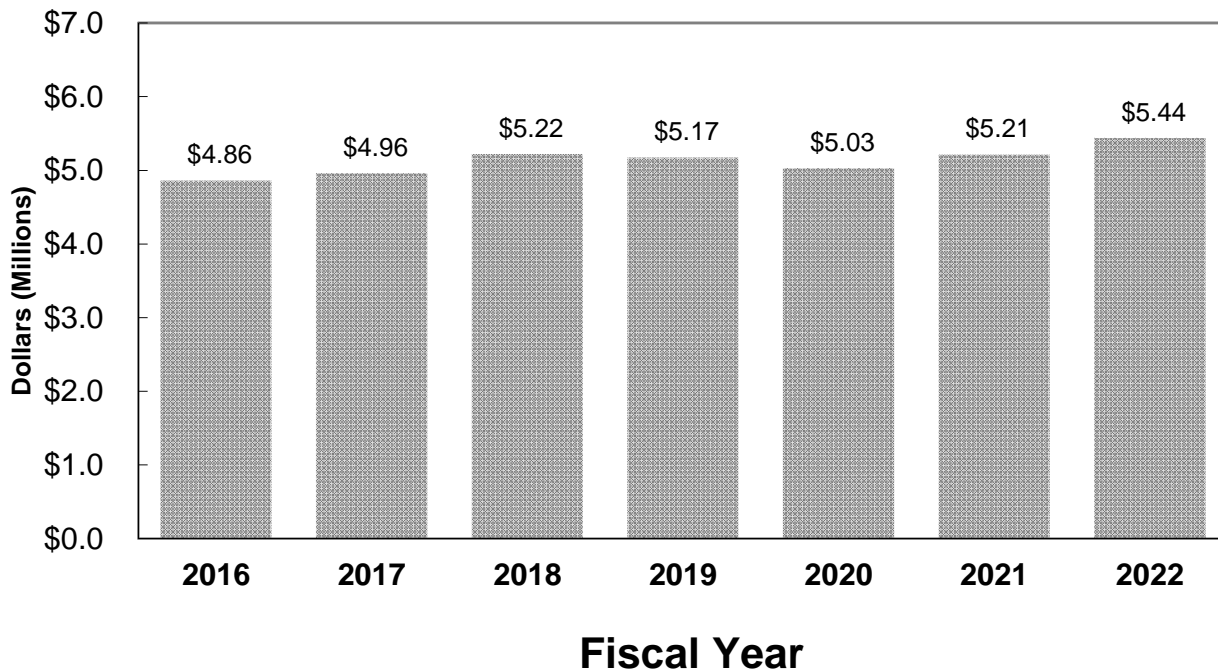
Below is a chart showing the department's activities. A department summary which combines all activities is shown on the next page. A detailed description of the activity can be found on the following pages.



COMMUNITY SERVICES DEPARTMENT

2021-22 EXPENDITURE SUMMARY				
Division Name	Salary & Benefits	Maintenance & Operations	Capital Outlay	Total
Administration	\$ 634,700	57,950	-	692,650
Parks & Playgrounds	697,400	158,500	50,400	906,300
Aquatics	13,700	73,000	-	86,700
Sports	82,700	40,800	-	123,500
Instructional Classes	13,700	32,600	-	46,300
Facilities	123,400	20,900	16,200	160,500
Paramount Educ. Partnership	267,750	30,000	20,000	317,750
Elderly Nutrition	326,100	110,800	3,000	439,900
Community Transportation	-	548,600	-	548,600
STAR Afterschool Program	1,933,000	183,700	-	2,116,700
Total	\$ 4,092,450	1,256,850	89,600	5,438,900

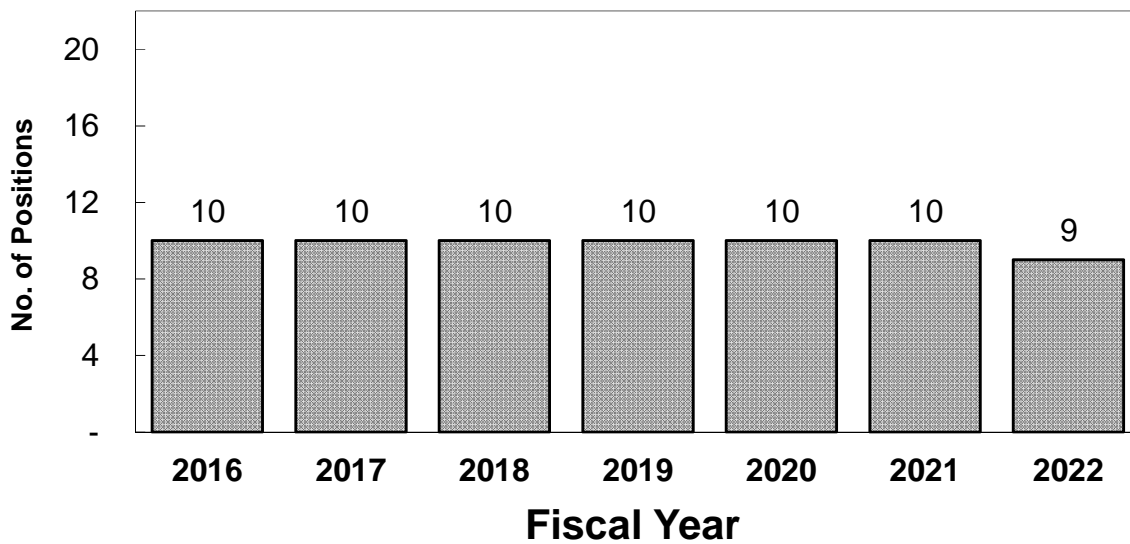
History of Expenditures



COMMUNITY SERVICES DEPARTMENT

2021-22 POSITION SUMMARY			
<u>Full-Time Positions</u>	Approved FY 2021	Proposed FY 2022	Change + or (-)
Community Services Director	1	1	-
Asst. Community Services Director	1	1	-
Senior Services Program Supervisor	1	1	-
Management Analyst	1	1	-
Recreation Supervisor	3	3	-
Recreation Specialist	2	1	(1)
Administrative Assistant	1	1	-
Total Number of Full-Time Positions	<u>10</u>	<u>9</u>	<u>(1)</u>
<u>Part-Time Positions</u>			
Total Number of Hours	138,708	136,012	(2,696)

Full-Time Position Summary



Community Services Administration

The Administration Division coordinates and supervises all departmental activities; prepares budget and staff reports; prepares and submits State and Federal grant proposals; and assists with the coordination and development of capital improvement projects.

The Division coordinates activities at the City's ten parks, thirteen playgrounds, various city and district athletic facilities, one skatepark one community pool, a zero-depth water play area at Orange Splash Zone, one gymnasium, five community centers; organized sports leagues; instructional classes; aquatic activities; special events; public meeting facilities; the Elderly Nutrition Program and senior services; the Paramount Education Partnership (PEP) and the Spane Park Learning Center; and the City's transit programs. The Division also coordinates youth league use of PUSD athletic fields and acts as a liaison for community groups and prepares agendas for the Parks and Recreation Commission, the Senior Services Commission, and the volunteer Paramount Youth Commission.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ 564,350	634,700
Maintenance and Operations	70,950	57,950
Capital Outlay	9,800	-
Division Total	<u>\$ 645,100</u>	<u>692,650</u>

Position Summary

Full-Time Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
Director	1	1	-
Management Analyst	1	1	-
Administrative Assistant	1	1	-
Total Full-Time Positions	<u>3</u>	<u>3</u>	<u>-</u>
Part-Time Positions	Hours FY 2021	Hours FY 2022	Change + or (-)
None			

Community Services Administration

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Regular Salaries	\$ 272,626	305,350	347,050
Full Time Overtime	1,130	1,000	3,000
Health Insurance	66,664	84,250	108,300
Life Insurance	569	650	750
Disability Insurance	1,435	1,650	2,200
Unemployment Insurance	-	4,400	7,050
Workers' Compensation	5,383	3,400	4,100
Medicare	4,178	4,600	5,100
Pers	129,136	159,050	157,150
Total Salaries/Benefits	481,120	564,350	634,700
Cellular Services	2,672	3,550	3,750
Equipment Maintenance	5,447	2,000	2,000
Printing/Reproduction	13,915	16,000	16,000
Office Supplies	1,461	3,000	4,000
Professional/Technical	24,355	19,500	1,600
Rent/Lease of Equipment	18,113	17,000	17,000
Rent/Lease of Facilities	5,060	5,100	5,100
Mileage Reimbursement	3,600	3,600	3,600
Conferences/Meetings	309	50	3,750
Memberships	705	1,150	1,150
Total Maint/Operations	75,637	70,950	57,950
Office Equipment/Furniture	951	9,800	-
Total Capital Outlay	951	9,800	-
- Division Total -	\$ 557,709	645,100	692,650

Printing/Reproduction

Special event flyers/marketing

Rent/Lease of Equipment

Copier lease

Rent/Lease of Facilities

Southern California Edison property leases

Parks and Playgrounds

The Parks & Playgrounds Division manages activities at the City's six major parks, three neighborhood parks, one mini-park and thirteen playgrounds.

Parks & Playgrounds operates a Summer Day Camp which provides recreation activities for youth during the summer break from school.

The Division also works in coordination with the Paramount Unified School District to operate a free summer food and recreation program at 14 school district sites during the summer.

The Division conducts annual special events such as the Eco-Friendly, Heritage Parade, Summer Concerts, Halloween Carnival, Tree Lighting, Santa Train, and Breakfast with Santa.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ 694,300	697,400
Maintenance and Operations	215,200	158,500
Capital Outlay	82,400	50,400
Division Total	<u>\$ 991,900</u>	<u>906,300</u>

Position Summary

	Positions FY 2021	Positions FY 2022	Change + or (-)
Full-Time Positions			
Recreation Supervisor	2	2	-
Recreation Specialist	1	1	-
Total Full-Time Positions	<u>3</u>	<u>3</u>	<u>-</u>
	Hours	Hours	Change
Part-Time Positions	FY 2021	FY 2022	+ or (-)
Office Aide II	2,600	450	(2,150)
Recreation Coordinator	3,026	1,400	(1,626)
Recreation Facilities Aide	13,307	14,500	1,193
Total Part-Time Hours	<u>18,933</u>	<u>16,350</u>	<u>(2,583)</u>

Parks and Playgrounds

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Regular Salaries	\$ 145,335	177,350	213,750
Part-Time Pay	244,182	316,150	263,150
Full-Time Overtime	3,519	-	-
Part-Time Overtime	-	200	-
Health Insurance	64,586	85,650	97,950
Life Insurance	304	400	450
Disability Insurance	764	1,000	1,350
Unemployment Insurance	23,355	7,100	9,550
Workers' Compensation	16,541	12,250	15,150
Medicare	5,593	7,100	6,950
Pers	66,210	87,100	89,100
Total Salaries/Benefits	570,390	694,300	697,400
Gasoline/Diesel Fuel	5,088	6,000	6,000
Uniforms	12,315	14,150	14,150
Special Event Services	61,004	33,550	77,650
Recreation/Craft Supplies	23,532	23,500	24,700
Recreation Excursions	8,079	6,000	20,000
Food	6,289	2,000	6,000
Disaster Response	52,367	130,000	10,000
Total Maint/Operations	168,674	215,200	158,500
Other Capital Equipment	31,712	82,400	50,400
Total Capital Outlay	31,712	82,400	50,400
- Division Total -	\$ 770,775	991,900	906,300

Part-Time Pay

Includes HEY! summer food program (reimbursable)

Special Event Services

Breakfast with Santa	\$ 23,000
Halloween candies and supplies	16,800
Summer Concert series	14,850
Halloween Hootenanny	10,000
Haunted House	3,000
Santa House	3,000
Photos with Easter Bunny	2,000
Miscellaneous events	5,000
	\$ 77,650

Recreation/Craft Supplies

Recreation supplies, park programs and events

Recreation Excursions

Summer Day Camp excursions

Food

Event and meeting supplies

Disaster Response

COVID-19 expense

Other Capital Equipment

Concrete tables	\$ 12,250
Park holiday banners	8,950
Replacement Greenfield fitness stations	8,550
Lights at Ashe Tree	8,450
Concrete trash cans	5,200
Countertops in Community Services lobby	4,200
Concrete games & bike deterrant	2,800
	\$ 50,400

Aquatics

The Aquatics Division provides structured and unstructured water activities at Paramount Pool under a contract with the Los Cerritos YMCA.

Through the YMCA, this Division offers swim instruction classes throughout the year for infants through adults at Paramount Pool. The YMCA also provides Recreation swim activities throughout the summer.

The City also provides unstructured water play at the Orange Splash Zone.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ 6,900	13,700
Maintenance and Operations	66,000	73,000
Capital Outlay	7,500	-
Division Total	<u>\$ 80,400</u>	<u>86,700</u>

Position Summary

Full-Time Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
None			
Part-Time Positions	Hours FY 2021	Hours FY 2022	Change + or (-)
Recreation Leader	450	800	350
Total Part-Time Hours	<u>450</u>	<u>800</u>	<u>350</u>

Aquatics

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Part-Time Pay	\$ -	6,500	12,750
Unemployment Insurance	-	50	300
Workers' Compensation	-	250	450
Medicare	-	100	200
Total Salaries/Benefits	-	6,900	13,700
Professional/Technical	60,000	63,000	69,000
Recreation/Craft Supplies	1,140	3,000	4,000
Total Maint/Operations	61,140	66,000	73,000
Other Capital Equipment	-	7,500	-
Total Capital Outlay	-	7,500	-
- Division Total -	<u>\$ 61,140</u>	<u>80,400</u>	<u>86,700</u>

Professional/Technical

YMCA recreation swim contract services	\$ 48,000
YMCA swim lesson contract services	18,000
Adaptive swim assistance	3,000
	<u>\$ 69,000</u>

Sports

The Sports Division provides the operation of a variety of youth sports leagues offered by non-profit youth sports organizations. This Division also schedules staffing to monitor jumper and shelter permits and assists with daily park and restroom closures, and open gym hours.

The Division supports the operation of the following youth leagues: Paramount Junior Athletic Assoc., Paramount Girls Softball, Paramount Youth Soccer Organization, YMCA basketball, Friday Night Lights flag football, and West Coast Rebels tackle football. The City also supports the Los Cerritos YMCA youth leagues such as futsal and basketball.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ 85,500	82,700
Maintenance and Operations	37,800	40,800
Capital Outlay	2,150	-
Division Total	<u>\$ 125,450</u>	<u>123,500</u>

Position Summary

Full-Time Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
None			
Part-Time Positions	Hours FY 2021	Hours FY 2022	Change + or (-)
Recreation Assistant	1,300	1,300	-
Recreation Leader	2,700	3,412	712
Total Part-Time Hours	<u>4,000</u>	<u>4,712</u>	<u>712</u>

Sports

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Part-Time Pay	\$ 74,390	80,750	77,500
Unemployment Insurance	96	1,150	1,550
Workers' Compensation	3,948	2,400	2,500
Medicare	1,079	1,200	1,150
Total Salaries/Benefits	79,513	85,500	82,700
Professional/Technical	15,400	11,800	14,800
Facility Maint Supplies	3,725	4,000	4,000
Uniforms	5,332	10,000	10,000
Recreation/Craft Supplies	6,750	12,000	12,000
Awards/Trophies	1,772	-	-
Total Maint/Operations	32,978	37,800	40,800
Other Capital Equipment	16,288	2,150	-
Total Capital Outlay	16,288	2,150	-
- Division Total -	\$ 128,779	125,450	123,500

Professional/Technical

YMCA contract services	\$ 10,000
Gym floor maintenance	3,000
Annual basketball court inspection	1,800
	\$ 14,800

Facility Maintenance Supplies

Gym maintenance and youth league supplies

Uniforms

Staff uniforms

Instructional Classes

The Instructional Classes Division offers recreational and instructional activities.

This Division provides instructional classes for toddlers and preschool age children through "Mommy & Me" programming at the Mariposa Center.

This Division also provides support to the City's special needs community through the adaptive recreation program. This program provides social and educational opportunities for children and families through events and classes.

The Division also provides contract instruction to residents in a variety of classes ranging from art and dance to martial arts.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ 3,750	13,700
Maintenance and Operations	8,000	32,600
Capital Outlay	-	-
Division Total	<u>\$ 11,750</u>	<u>46,300</u>

Position Summary

Full-Time Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
None			
Part-Time Positions	Hours FY 2021	Hours FY 2022	Change + or (-)
Recreation Leader	650	800	150
Total Part-Time Hours	<u>650</u>	<u>800</u>	<u>150</u>

Instructional Classes

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Part-Time Pay	\$ 6,239	3,500	12,750
Unemployment Insurance	-	-	300
Workers' Compensation	357	150	450
Medicare	90	100	200
Total Salaries/Benefits	6,686	3,750	13,700
Recreation/Craft Supplies	2,291	5,000	10,000
Contract Class Instructors	11,459	3,000	20,000
Recreation Excursion	-	-	1,100
Food	-	-	1,500
Total Maint/Operations	13,750	8,000	32,600
- Division Total -	\$ 20,436	11,750	46,300

Recreation/Craft Supplies

Arts/craft supplies, toys, instructional supplies

Contract Class Instructors

Contract instructors for instructional classes

Facilities

The Facilities Division provides maintenance and supervision of scheduled activities at the City's major meeting facilities which includes Progress Plaza and the Mariposa Center, Paramount Park Community Center, Spane Learning Center, and the Clearwater Building.

The Division prepares and supervises facility use and provides primary maintenance and cleaning of the facilities.

The Division also assists with annual special events such as the Halloween Carnival, Tree Lighting, Breakfast with Santa, and Senior Thanksgiving Dinner.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ 225,350	123,400
Maintenance and Operations	15,900	20,900
Capital Outlay	15,100	16,200
Division Total	<u>\$ 256,350</u>	<u>160,500</u>

Position Summary

Full-Time Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
Senior Recreation Supervisor	1	-	(1)
Recreation Assistant	1	-	(1)
Total Full-Time Positions	<u>2</u>	<u>-</u>	<u>(2)</u>
Part-Time Positions	Hours FY 2021	Hours FY 2022	Change + or (-)
Recreation Coordinator	2,600	2,600	-
Recreation Leader	7,750	4,250	(3,500)
Total Part-Time Hours	<u>10,350</u>	<u>6,850</u>	<u>(3,500)</u>

Facilities

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Regular Salaries	\$ 89,998	48,600	-
Part-Time Pay	153,243	124,850	115,650
Health Insurance	33,990	19,800	-
Life Insurance	185	100	-
Disability Insurance	468	250	-
Unemployment Insurance	3,848	2,100	2,350
Workers' Compensation	12,888	5,000	3,700
Medicare	3,478	2,450	1,700
Pers	44,425	22,200	-
Total Salaries/Benefits	342,524	225,350	123,400
Professional/Technical	7,323	4,000	8,500
Equipment Maint Supplies	1,572	3,900	3,900
Household Supplies	4,328	4,000	4,500
Equipment Maint Services	3,997	4,000	4,000
Total Maint/Operations	17,220	15,900	20,900
Other Capital Equipment	4,993	15,100	16,200
Vehicles	11,969	-	-
Total Capital Outlay	16,962	15,100	16,200
- Division Total -	\$ 376,705	256,350	160,500

Professional/Technical

Facility use services

Equipment Maintenance Supplies

Existing equipment maintenance/supplies

Equipment Maintenance Services

Equipment repair contingency

Other Capital Equipment

Ice machine at Clearwater	\$ 12,000
Countertops at Mariposa	4,200
	<u>\$ 16,200</u>

Paramount Education Partnership Program

This Division provides the vital connection between continuing education and future economic success for all residents through the Paramount Education Partnership (PEP) program.

This Division operates the City's learning center at Spane Park during the school year and provides collaborative educational opportunities for the community through partnerships with PUSD, Long Beach State, Cerritos College and other parties.

This Division also provides the administration and coordination of the non-profit PEP Scholarship program and provides the administrative support to the non-profit Paramount Education Partnership Board that oversees the funds donated by the community to the PEP Scholarship Program.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ 181,650	267,750
Maintenance and Operations	12,600	30,000
Capital Outlay	-	20,000
Division Total	<u>\$ 194,250</u>	<u>317,750</u>

Position Summary

Full-Time Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
Recreation Supervisor	1	1	-
Recreation Specialist	-	-	-
Total Full-Time Positions	<u>1</u>	<u>1</u>	<u>-</u>
Part-Time Positions	Hours FY 2021	Hours FY 2022	Change + or (-)
Recreation Coordinator	2,425	2,150	(275)
Senior Recreation Leader	1,250	-	(1,250)
Recreation Facilities Aide	1,700	3,650	1,950
Total Part-Time Hours	<u>5,375</u>	<u>5,800</u>	<u>425</u>

Paramount Education Partnership Program

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Regular Salaries	\$ 154,625	81,850	79,750
Part-Time Pay	90,725	10,150	99,350
Health Insurance	48,015	36,700	37,650
Life Insurance	259	200	200
Disability Insurance	652	450	500
Unemployment Insurance	2,690	1,350	3,600
Workers' Compensation	11,365	3,700	5,700
Medicare	3,482	1,350	2,600
Pers	56,874	45,900	38,400
Total Salaries/Benefits	368,687	181,650	267,750
Printing/Reproduction	-	2,000	2,000
Equipment Maint Supplies	1,400	3,000	3,000
Special Event Services	752	5,000	15,000
Recreation/Craft Supplies	4,487	2,600	6,000
Food	2,033	-	4,000
Total Maint/Operations	8,672	12,600	30,000
Computer Equipment	-	-	20,000
Total Capital Outlay	-	-	20,000
- Division Total -	\$ 377,359	194,250	317,750

Printing/Reproduction

Marketing flyers for Spane Learning Center program

Recreation/Craft Supplies

PEP supplies

Computer Equipment

Computer upgrades (Learning Center)

Elderly Nutrition

The Elderly Nutrition Program provides nutritionally balanced meals to senior adults in group settings and home delivered meals to home-bound seniors. This service is provided through a contract with Human Services Association.

The Division serves approximately 46,000 nutritionally balanced meals during the year. Approximately 26,000 of these meals are served in a group setting while another 20,000 meals are home delivered to home-bound seniors throughout the year. Over 3,000 participants take part in social and educational activities such as exercise classes, bingo, craft classes, art, movie days and excursions.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ 167,100	326,100
Maintenance and Operations	82,850	110,800
Capital Outlay	-	3,000
Division Total	<u>\$ 249,950</u>	<u>439,900</u>

Position Summary

Full-Time Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
Senior Svcs. Prog. Supervisor	-	1	1
Part-Time Positions	Hours FY 2021	Hours FY 2022	Change + or (-)
Recreation Coordinator	1,300	1,300	-
Recreation Leader	2,350	4,100	1,750
Office Assistant I	2,600	2,600	-
Total Part-Time Hours	<u>6,250</u>	<u>8,000</u>	<u>1,750</u>

Elderly Nutrition

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Regular Salaries	\$ -	49,150	92,800
Part-Time Pay	60,334	67,950	133,750
Health Insurance	-	11,350	40,000
Life Insurance	-	100	200
Disability Insurance	-	300	600
Unemployment Insurance	720	2,150	4,550
Workers' Compensation	2,199	3,250	7,200
Medicare	875	1,650	3,300
Pers	-	31,200	43,700
Total Salaries/Benefits	64,128	167,100	326,100
Printing/Reproduction	2,647	-	4,000
Office Supplies	555	-	-
Professional/Technical	51,434	59,400	59,400
Equipment Maint Supplies	1,150	2,000	4,000
Comm Promo Supplies	4,901	10,000	10,000
Contract Class Instructors	5,900	4,000	12,000
Recreation Excursions	7,237	50	14,000
Food-Senior Citizen	7,058	7,400	7,400
Total Maint/Operations	80,882	82,850	110,800
Other Capital Equipment	-	-	3,000
Total Capital Outlay	-	-	3,000
- Division Total -	\$ 145,010	249,950	439,900

Printing/Reproduction

Flyers, home delivery, special events

Professional/Technical

Meal supplement	\$ 54,900
Laundry services	4,500
	<u>\$ 59,400</u>

Community Promotion Supplies

Senior special event decorations, flowers, supplies

Contract Class Instructors

Senior program services

Food-Senior Citizen Program

Coffee supplies	\$ 5,400
Meal upgrades	2,000
	<u>\$ 7,400</u>

Other Capital Equipment

Television

Community Transportation

The Community Transportation Division administers the City's various transit programs. The City contracts with Long Beach Transit to provide fixed route bus services in town. The City also contracts with Fiesta Taxi to provide out-of-town medical transit trips for the elderly and disabled. Fiesta Taxi also provides in-town services for the elderly and disabled for trips to the City's Senior Center, government offices, shopping centers, and medical offices.

The Division also provides transit services for college-age residents through the Paramount University Pass program that provides free use of Long Beach Transit and Metro bus lines traveling to area colleges & universities.

The Division also provides support for various recreation transit needs.

This Division is funded through Proposition A Transit Tax Funds.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ -	-
Maintenance and Operations	479,300	548,600
Capital Outlay	-	-
Division Total	<u>\$ 479,300</u>	<u>548,600</u>

Position Summary

Full-Time Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
Not Applicable			
Part-Time Positions	Hours FY 2021	Hours FY 2022	Change + or (-)
Not Applicable			

Community Transportation

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Printing/Reproduction	\$ -	-	3,000
Professional/Technical	527,231	479,300	530,600
Recreation Excursions	11,616	-	15,000
Total Maint/Operations	538,847	479,300	548,600
- Division Total -	\$ 538,847	479,300	548,600

Professional/Technical

Long Beach Transit contract	\$ 440,000
Taxi voucher system	90,600
	\$ 530,600

Recreation Excursions

City excursions

STAR After-School Program

The Success Through Academics and Recreation (STAR) Division operates a free after-school enrichment program at 11 elementary and 4 middle schools in the Paramount Unified School District. The STAR division is funded through a grant from the State of California Department of Education.

The STAR program infuses a healthy mix of physical activity, literacy instruction and homework help. The STAR program begins at the end of every school day and ends at 6:00 p.m. It operates 180 days each school year and serves approximately 1,600 students.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ 1,796,050	1,933,000
Maintenance and Operations	316,700	183,700
Capital Outlay	65,000	-
Division Total	<u>\$ 2,177,750</u>	<u>2,116,700</u>

Position Summary

Full-Time Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
Assistant CSR Director	1	1	-
Total Full-Time Positions	<u>1</u>	<u>1</u>	<u>-</u>
Part-Time Positions	Hours FY 2021	Hours FY 2022	Change + or (-)
Star Program Assistant	3,900	3,900	-
Star Program Coordinator	14,800	14,800	-
Star Program Leader	74,000	74,000	-
Total Part-Time Hours	<u>92,700</u>	<u>92,700</u>	<u>-</u>

STAR After-School Program

Expenditure Detail

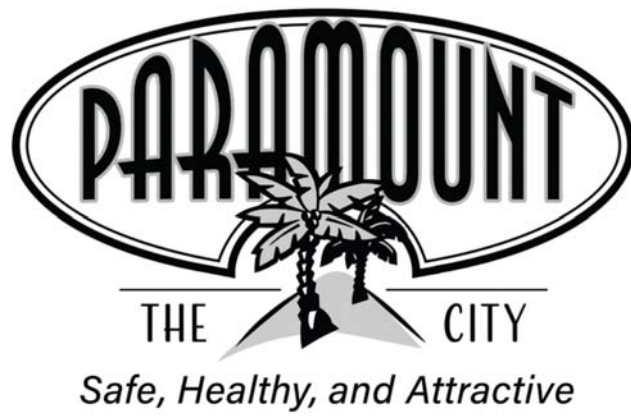
	Actual FY 2020	Final FY 2021	Proposed FY 2022
Regular Salaries	\$ 117,625	124,550	124,100
Part-Time Pay	1,279,944	1,475,650	1,594,950
Health Insurance	37,531	44,000	45,250
Life Insurance	248	250	300
Disability Insurance	627	700	800
Unemployment Insurance	-	24,400	34,400
Workers' Compensation	76,109	33,500	49,850
Medicare	20,223	23,200	24,950
Pers	59,406	69,800	58,400
Total Salaries/Benefits	1,591,712	1,796,050	1,933,000
Telephone/Internet Services	14,014	13,600	14,000
Printing/Reproduction	9,192	2,000	10,000
Professional/Technical	28,285	7,300	30,000
Personnel Services	3,570	10,000	10,000
Uniforms	37,616	23,000	30,000
Recreation/Craft Supplies	325,835	232,800	79,700
Food	6,628	3,000	10,000
Disaster Response	-	25,000	-
Total Maint/Operations	425,139	316,700	183,700
Office Equipment/Furniture	7,416	5,000	-
Computer Equipment	31,317	50,000	-
Other Capital Equipment	-	10,000	-
Total Capital Outlay	38,733	65,000	-
- Division Total -	\$ 2,055,585	2,177,750	2,116,700

Telephone/Internet Services

Cell phones for administration, site coordinators and program supervisors

Professional/Technical

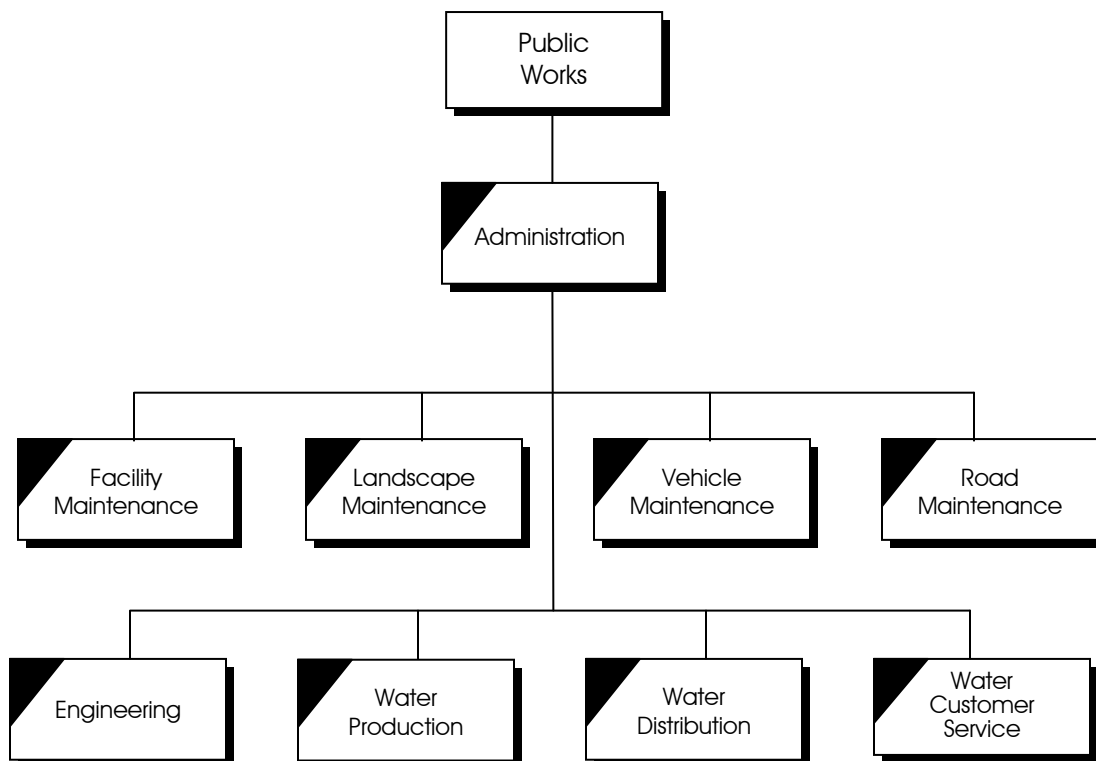
Contract services for K-5/middle school programs



PUBLIC WORKS

The Public Works Department is responsible for maintaining all City-owned facilities, substructures, streets, and land. The department maintains 72 miles of streets and alleys, a fleet of about 75 vehicles and over 100 pieces of major equipment, 3 water production sites, 126 miles of water distribution and transmission lines, 7,500 water meters, approximately 71 acres of parkland and landscaped traffic medians, approximately 12,000 trees and 9 City facilities.

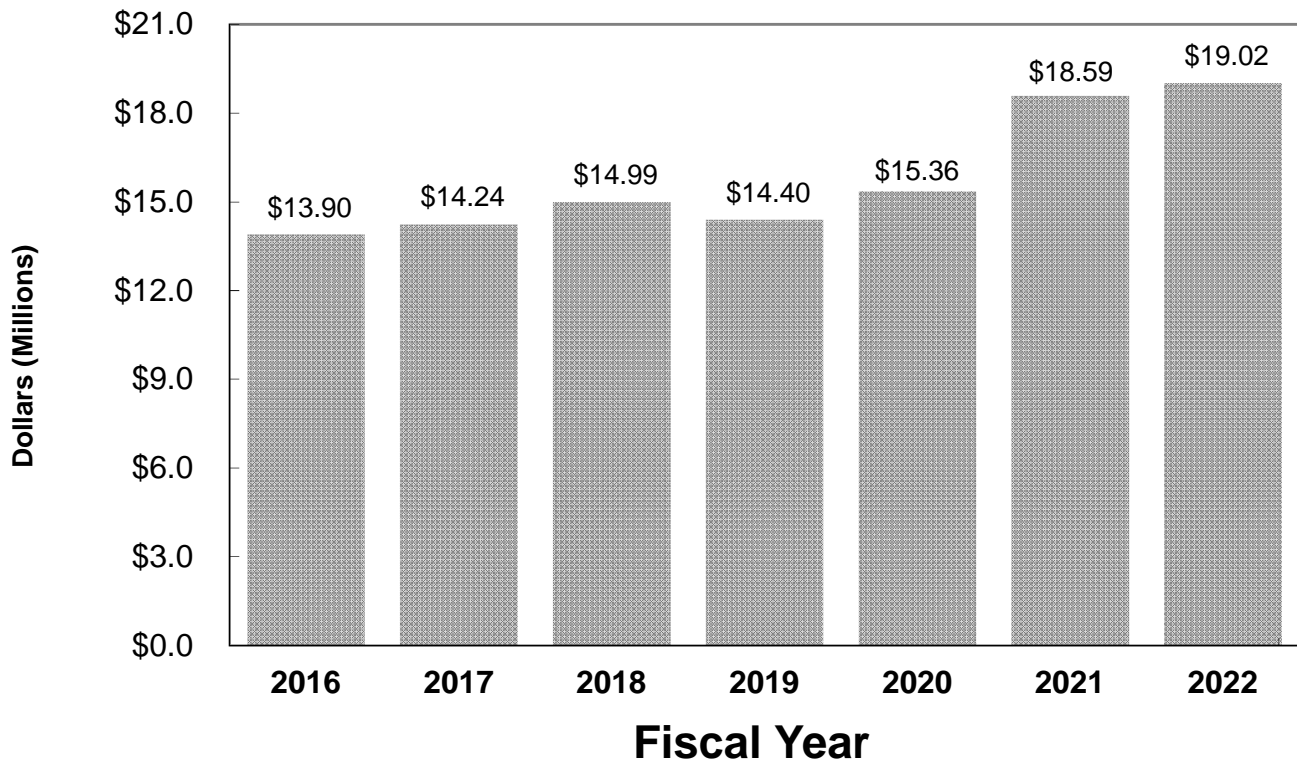
Below is a chart showing the department's activities. A department summary combining all activities is shown on the next page. A detailed description of the activity can be found on the following pages.



PUBLIC WORKS DEPARTMENT

2021-22 EXPENDITURE SUMMARY				
<u>Division Name</u>	<u>Salary & Benefits</u>	<u>Maintenance & Operations</u>	<u>Capital Outlay</u>	<u>Total</u>
Administration	\$ 1,159,100	1,049,850	5,000	2,213,950
Facility Maintenance	1,011,500	861,800	52,000	1,925,300
Landscape Maintenance	1,237,550	1,103,500	11,000	2,352,050
Vehicle Maintenance	-	401,350	-	401,350
Road Maintenance	495,550	1,214,800	545,000	2,255,350
Engineering	-	677,250	-	677,250
Water Production	489,900	6,200,700	97,000	6,787,600
Water Distribution	709,650	1,391,150	-	2,100,800
Water Customer Service	204,350	104,400	-	308,750
Total	<u>\$ 5,307,600</u>	<u>13,004,800</u>	<u>710,000</u>	<u>19,022,400</u>

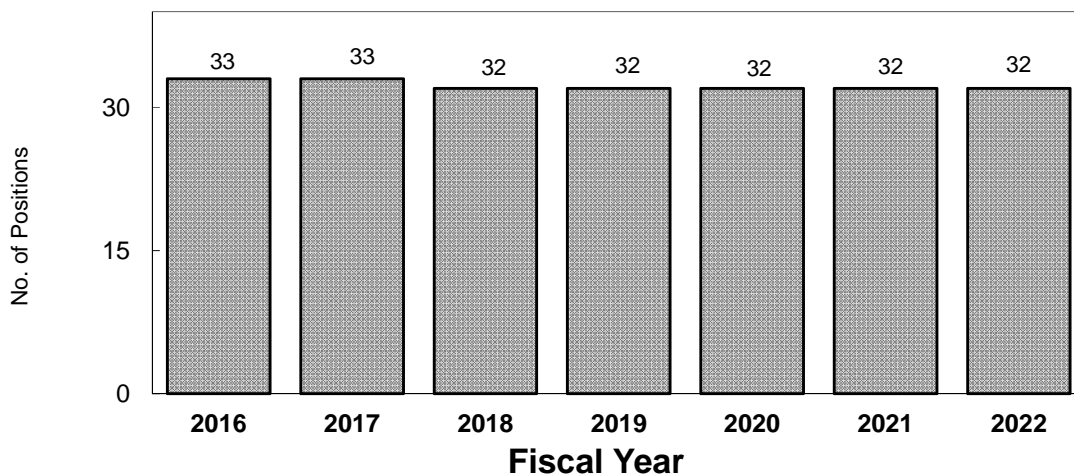
History of Expenditures



PUBLIC WORKS DEPARTMENT

2021-22 POSITION SUMMARY			
<u>Full-Time Positions</u>	<u>Approved FY 2021</u>	<u>Proposed FY 2022</u>	<u>Change + or (-)</u>
Public Works Director	1	1	-
Assistant Public Works Director	1	1	-
Water Superintendent	1	1	-
Public Works Operations Manager	1	1	-
Public Works Manager	1	1	-
Water Supervisor	1	1	-
Maintenance Supervisor	2	2	-
Warehouse Attendant	1	1	-
Senior Maintenance Worker	6	6	-
Senior Water Operator	3	3	-
Administrative Assistant	1	1	-
Maintenance Worker	8	8	-
Water Operator	4	4	-
Office Assistant II	1	1	-
Total Number of Full-Time Positions	<u>32</u>	<u>32</u>	<u>-</u>
<u>Part-Time Positions</u>			
Total Number of Hours	39,260	40,300	1,040

Full-Time Position Summary



Public Works Administration

The Administration Division sets policies and standards for the upkeep, maintenance, and repair of all public infrastructure improvements and systems, including water production and delivery, road maintenance, park and building maintenance, vehicle and equipment maintenance, and contract management.

The Division prepares and monitors the department's budget and performance standards, and prepares special reports for the City Council and the Public Works Commission. The Division establishes goals, policies and procedures; provides long range public works planning; and conducts employee safety training.

The Division also coordinates the department's response to over 2,000 citizen requests each year.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ 1,222,700	\$ 1,159,100
Maintenance and Operations	1,102,350	1,049,850
Capital Outlay	-	5,000
Division Total	<u>\$ 2,325,050</u>	<u>2,213,950</u>

Position Summary

Full-Time Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
Director	1	1	-
Assistant Director	1	1	-
PW Operations Manager	1	1	-
Public Works Manager	1	1	-
Administrative Assistant	1	1	-
Office Assistant II	1	1	-
Total Full-Time Positions	<u>6</u>	<u>6</u>	<u>-</u>
Part-Time Positions	Hours FY 2021	Hours FY 2022	Change + or (-)
PW Intern	1,300	1,300	-
Total Part-Time Hours	<u>1,300</u>	<u>1,300</u>	<u>-</u>

Public Works Administration

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Regular Salaries	\$ 566,545	625,300	578,950
Part-Time Pay	-	-	22,900
Health Insurance	180,154	196,800	211,500
Life Insurance	1,199	8,200	1,250
Disability Insurance	3,028	3,250	3,600
Unemployment Insurance	-	8,050	12,150
Workers' Compensation	13,800	10,400	9,150
Medicare	8,249	9,150	8,800
Pers	285,598	328,050	277,300
Pers Contributions (GASB 68)	33,419	33,500	33,500
Total Salaries/Benefits	1,091,993	1,222,700	1,159,100
Cellular Services	11,591	11,500	9,500
Printing/Reproduction	874	1,000	1,000
Office Supplies	1,420	2,800	2,800
Postage Expense	-	200	200
Publications	-	300	300
Professional/Technical	878,314	917,500	887,000
Financial Services	4,000	4,000	4,000
Engineer Services	40,333	90,000	70,000
Rent/Lease of Equipment	2,377	2,450	2,450
Mileage Reimbursement	3,600	3,600	3,600
Conferences/Meetings	3,955	6,000	6,000
Memberships	25,423	26,000	26,000
Bad Debt Expense	-	5,000	5,000
Equipment Maint Supplies	739	800	800
Uniforms	170	900	900
Safety Services/Supplies	2,632	4,800	4,800
Hazardous Waste Supplies	23,009	25,000	25,000
Vehicle Maint Services	-	500	500
Total Maint/Operations	998,435	1,102,350	1,049,850
Office Equipment/Furniture	-	-	5,000
Total Capital Outlay	-	-	5,000
- Division Total -	\$ 2,090,428	\$ 2,325,050	\$ 2,213,950

Printing/Reproduction

Blueprint reproduction

Professional/Technical

Water administrative reimbursement	\$ 850,000
Water rate study	20,000
Water service legal fees	2,000
GoGov work order access fee	15,000
	\$ 887,000

Financial services

Water department financial audit

Engineer Services

Water on-call engineering

Conferences/Meetings

State required continuing education	\$ 1,800
Education reimbursement	1,800
Miscellaneous conferences	2,400
	\$ 6,000

Memberships

Gateway IRMWPA JPA	\$ 15,000
Southeast Water Coalition	10,000
California Parks & Recreation Society	300
MMASC	300
American Public Works Association	200
American Water Works Association	200
	\$ 26,000

Hazardous Waste Supplies

Hazardous waste removal, absorbent, steel drums, containment booms

Office Equipment/Furniture

Desk

Facility Maintenance

The Facility Maintenance Division maintains approximately 130,000 square feet of building space, including structures at City Hall, Paramount Park, Progress Park, Spane Park, the City Maintenance Yard, Firehouse Activity Center, Dills Park, Orange Splash Zone, All-American Park, six public fountains, one public swimming pool and various art pieces throughout the City.

The Division performs all of the City's routine carpentry work including the installation of doors, windows and walls; fabrication of signs; construction of structures for special City events, such as stages and booths; construction of small storage and utility sheds; painting of all City buildings; repair of ceilings and roofs; and restoration of office furniture.

The Division also repairs and maintains the City's radio, public address, air conditioning, heating, lighting and plumbing systems.

The Division is also responsible for daily removal of graffiti city wide.

The Division repairs plumbing leaks and cleans clogged sewer lines and eliminates other plumbing problems for the City's 35 restrooms and 50 drinking fountains. In addition, on a daily basis, the Division monitors the chemical composition of the water at City pools and checks for malfunctioning equipment at City pools and fountains.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ 927,850	1,011,500
Maintenance and Operations	1,024,250	861,800
Capital Outlay	34,000	52,000
Division Total	<u>\$ 1,986,100</u>	<u>1,925,300</u>

Position Summary

Full-Time Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
Maintenance Supervisor	1	1	-
Sr Maintenance Worker	2	2	-
Warehouse Attendant	1	1	-
Maintenance Worker	2	2	-
Total Full-Time Positions	<u>6</u>	<u>6</u>	<u>-</u>
Part-Time Positions	Hours FY 2021	Hours FY 2022	Change + or (-)
Maintenance Aide	13,000	13,000	-
Total Part-Time Hours	<u>13,000</u>	<u>13,000</u>	<u>-</u>

Facility Maintenance

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Regular Salaries	\$ 362,862	375,650	367,650
Part-Time Pay	91,111	125,850	206,750
Full-Time Overtime	18,140	12,050	19,500
Health Insurance	161,833	168,050	178,400
Life Insurance	767	750	800
Disability Insurance	1,923	1,950	2,300
Unemployment Insurance	593	7,550	11,900
Workers' Compensation	73,225	48,150	57,150
Medicare	6,575	7,600	8,650
Pers	177,483	180,250	158,400
Total Salaries/Benefits	894,512	927,850	1,011,500
Professional/Technical	-	55,000	45,700
Nuisance Abatement	2,976	2,000	2,000
Rent/Lease of Equipment	71,556	75,900	58,900
Conferences/Meetings	251	850	850
Facility Maint Supplies	167,608	215,000	215,000
Household Supplies	35,643	35,000	40,000
Uniforms	3,522	7,000	7,000
Graffiti Supplies	103,139	85,000	85,000
Facility Maint Services	226,050	292,000	230,000
Janitorial Services	140,277	121,000	159,350
Small Tools/Instruments	1,058	2,000	2,000
Facility Flags	2,773	3,000	3,000
Disaster Response	20,616	130,500	13,000
Total Maint/Operations	775,468	1,024,250	861,800
Other Capital Equipment	44,577	34,000	52,000
Vehicles	97,547	-	-
Total Capital Outlay	142,125	34,000	52,000
- Division Total -	\$ 1,812,104	1,986,100	1,925,300

Professional/Technical

Security system maintenance

Rent/Lease of Equipment

Combination trucks (2)	\$ 25,900
Boom truck	20,000
Stakebed truck	13,000
	\$ 58,900

Facility Maintenance Supplies

Lumber, windows, fences, building repairs, paint, general maintenance, furniture projects, pool supplies, electrical and plumbing supplies, vandalism repairs

Household Supplies

Paper products, janitorial supplies

Graffiti Supplies

Paint and paint supplies, sandblasting, cleaning compounds

Facility Maintenance Services

HVAC Services	\$ 60,000
Lighting/Electrical services	25,000
Fountain services	15,000
Plumbing services	15,000
Fence repairs	15,000
Pest control	13,000
Elevator maintenance/permits	11,000
Pool services	10,000
Roof repairs	6,000
Door/Gate repairs	5,000
Community Center kitchen services	4,000
Gym equipment services	2,000
Fire protection services	2,000
Generator permits/services	2,000
Emergency repairs	30,000
Miscellaneous repairs	15,000
	\$ 230,000

Other Capital Equipment

Electronic message boards	\$ 34,000
Water bottle filling stations	18,000
	\$ 52,000

Landscape Maintenance

The Landscape Maintenance Division maintains 50 acres of park turf and 15 acres of landscaped traffic medians, setbacks and other areas. The maintenance of these areas requires edging, irrigation, mowing, aerating and fertilization of turf. Additionally, trash, leaves and graffiti are removed from parks on a daily basis.

In an average year, this division plants 3,500 shrubs, sows 1,500 pounds of grass seed, spreads 6,600 pounds of fertilizer and sprays 50 gallons of insecticide and herbicide.

The Division is also responsible for monitoring the City's tree trimming and median mowing contracts, maintenance of all trees located in City parks, and installing and replacing over 50 street banners each year to advertise major community events.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ 1,135,100	1,237,550
Maintenance and Operations	1,083,100	1,103,500
Capital Outlay	-	11,000
Division Total	<u>\$ 2,218,200</u>	<u>2,352,050</u>

Position Summary

Full-Time Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
Maintenance Supervisor	1	1	-
Sr Maintenance Worker	2	2	-
Maintenance Worker	4	4	-
Total Full-Time Positions	<u>7</u>	<u>7</u>	<u>-</u>
Part-Time Positions	Hours FY 2021	Hours FY 2022	Change + or (-)
Maintenance Aide	18,200	18,200	-
Public Service Assistant	1,300	1,300	-
Total Part-Time Hours	<u>19,500</u>	<u>19,500</u>	<u>-</u>

Landscape Maintenance

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Regular Salaries	\$ 430,568	371,150	410,700
Part-Time Pay	270,788	302,200	315,700
Full-Time Overtime	9,948	9,050	19,100
Part-Time Overtime	-	100	-
Health Insurance	144,041	168,950	208,050
Life Insurance	818	800	900
Disability Insurance	2,056	2,200	2,550
Unemployment Insurance	3,096	10,100	14,950
Workers' Compensation	110,300	63,900	73,500
Medicare	8,947	9,350	10,850
Pers	179,601	197,300	181,250
Total Salaries/Benefits	1,160,165	1,135,100	1,237,550
Professional/Technical	807,041	910,800	932,750
Rent/Lease of Equipment	69,279	52,700	65,700
Conferences/Meetings	434	1,000	1,000
Memberships	135	350	350
Uniforms	4,978	9,500	9,500
Landscape Supplies	91,453	103,750	89,200
Small Tools/Instruments	4,265	5,000	5,000
Total Maint/Operations	977,585	1,083,100	1,103,500
Other Capital Equipment	-	-	11,000
Vehicles	11,394	-	-
Total Capital Outlay	11,394	-	11,000
- Division Total -	\$ 2,149,143	2,218,200	2,352,050

Professional/Technical

General landscape maintenance	\$ 400,000
Tree maintenance	256,500
Median maintenance	175,000
Specialized tree trimming	25,000
Emergency median/landscape repairs	25,000
Weed sprays/pesticides	21,000
Park maintenance consultant	17,250
In-kind services to Paramount Library	8,000
Artificial turf maintenance	5,000
	\$ 932,750

Rent/Lease of Equipment

Trucks (4)	\$ 40,200
Tractor	25,500
	\$ 65,700

Conferences/Meetings

Arborists training	\$ 450
Education reimbursement	250
CPRS seminars	100
Tree certification seminar	100
Pesticide certification seminar	100
	\$ 1,000

Landscape Supplies

Dills Park supplies	\$ 24,000
Trees/plants-new/replacement	19,000
Ballfield supplies	14,000
Irrigation supplies	13,000
Playground supplies	5,000
Arbor day workshop	4,800
Soil amendments	4,000
Picnic table replacement	3,000
Trash can replacement	2,400
	\$ 89,200

Other Capital Equipment

Stump grinder attachment	
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Vehicle and Equipment Maintenance

The Vehicle and Equipment Maintenance Division is responsible for maintaining more than 85 vehicles and 100 pieces of major equipment.

The Division, through on-site outsourcing, will perform approximately 150 tune-ups, 400 lube and oil changes, 25 brake jobs, 3 major engine repairs, 100 tire repairs and 50 battery installations.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ -	-
Maintenance and Operations	461,450	401,350
Capital Outlay	-	-
Division Total	<u>\$ 461,450</u>	<u>401,350</u>

Position Summary

Full-Time Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
Not Applicable			
Part-Time Positions	Hours FY 2021	Hours FY 2022	Change + or (-)
Not Applicable			

Vehicle and Equipment Maintenance

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Gasoline/Diesel Fuel	\$ 67,704	63,150	63,150
Vehicle Maint Services	373,648	398,300	338,200
Total Maint/Operations	441,352	461,450	401,350
- Division Total -	\$ 441,352	461,450	401,350

Gasoline/Diesel Fuel

Fleet fuel

Vehicle Maintenance Services

Fleet maintenance services	\$ 323,200
On-call services	15,000
	<u>\$ 338,200</u>

Road Maintenance

The Road Maintenance Division maintains the City's 72 miles of streets and alleys. It is also responsible for monitoring the street sweeping contract with California Street Maintenance and the sewer and storm drain maintenance with the Los Angeles County Department of Public Works.

The Division prepares designated streets for slurry seal, patches potholes and makes minor street repairs. Each year, the Division spreads 500 tons of asphalt on City streets; sweeps streets for special events; applies 1,000 gallons of paint to mark 32,000 linear feet of curbs, crosswalks and other street markings; repairs or replaces over 500 street and traffic signs; and pours 150 cubic yards of concrete for replacement sidewalk curbs gutters and driveway aprons.

The Division grades parkland areas; pumps flooded streets; manages the contract with the City of Santa Fe Springs for the maintenance of the City's 52 signalized intersections; and supervises sidewalk, curb and gutter contracts.

The Division responds to more than 750 citizen inquiries regarding street and sidewalk repairs and removal of debris from the public right-of-way.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ 475,050	495,550
Maintenance and Operations	1,168,800	1,214,800
Capital Outlay	-	545,000
Division Total	<u>\$ 1,643,850</u>	<u>2,255,350</u>

Position Summary

Full-Time Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
Sr Maintenance Worker	1	1	-
Maintenance Worker	3	3	-
Total Full-Time Positions	<u>4</u>	<u>4</u>	<u>-</u>
Part-Time Positions	Hours FY 2021	Hours FY 2022	Change + or (-)
Maintenance Aide	1,040	2,080	1,040
Total Part-Time Hours	<u>1,040</u>	<u>2,080</u>	<u>1,040</u>

Road Maintenance

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Regular Salaries	\$ 195,018	211,050	210,400
Part-Time Pay	6,065	15,900	33,100
Full-Time Overtime	25,249	19,550	30,000
Health Insurance	76,296	99,100	102,000
Life Insurance	403	450	450
Disability Insurance	1,011	1,200	1,300
Unemployment Insurance	-	3,550	5,500
Workers' Compensation	39,380	26,750	28,000
Medicare	3,071	3,600	4,000
Pers	78,119	93,900	80,800
Total Salaries/Benefits	424,611	475,050	495,550
Rent/Lease of Equipment	-	5,200	38,200
Mileage Reimbursement	-	300	300
Conferences/Meetings	389	2,700	2,700
Memberships	350	500	500
Electricity	72,414	97,100	97,100
Water	229,795	225,800	225,800
Gasoline/Diesel Fuel	15,190	21,300	21,300
Uniforms	2,717	5,500	5,500
Street Maint Supplies	80,490	91,200	91,200
Traffic Safety Supplies	25,488	27,600	27,600
Street Maint Services	356,560	524,050	537,050
Traffic Safety Equip Maint	210,417	165,550	165,550
Small Tools/Instruments	1,191	2,000	2,000
Total Maint/Operations	994,999	1,168,800	1,214,800
Other Capital Equipment	12,468	-	165,000
Vehicles	-	-	380,000
Total Capital Outlay	12,468	-	545,000
- Division Total -	\$ 1,432,078	1,643,850	2,255,350

Rent/Lease of Equipment

Miscellaneous equipment rental

Conferences/Meetings

Hazmat certification	\$ 2,000
Miscellaneous training	700
	\$ 2,700

Street Maintenance Supplies

Asphalt, concrete, road signs, base rock, paint, sand, road spill absorbent, barricades, etc.

Traffic Safety Supplies

Traffic signs and miscellaneous repairs

Street Maintenance Services

Sidewalk concrete service repair	\$ 200,000
Street sweeping contract	111,150
Catch basin cleanout program	93,600
Annual pothole/street improvement	55,000
Annual street legend improvement	50,000
Cart retrieval services	27,300
	\$ 537,050

Traffic Safety Equipment Maintenance

Miscellaneous repairs	\$ 102,600
Signal maintenance contract	52,950
State signal maintenance	10,000
	\$ 165,550

Other Capital Equipment

Road barricades	\$ 85,000
Stormwater catch basin inserts	80,000
	\$ 165,000

Vehicles

Street sweeper

Engineering

The City's engineering services are provided through a contractual arrangement with Wildan Associates.

The Division provides engineering services to all City departments which includes general engineering, assistance with development of grant applications, administration of assessment districts and traffic engineering studies. In addition, the Division processes approximately 10 parcel and tract maps during the year which are required by private development. This Division also coordinates updating the house numbering map and the zoning map.

The Division provides, through an agreement with the Los Angeles County Engineer, inspection services for industrial wastes and also updates all public right-of-way substructure maps to record any new additions or deletions to the underground master plan.

In addition the division is responsible for Stormwater management utilizing both consulting services for inspections and plan preparation as well as participation in regional watershed group programs. This division also oversees the Solid Waste and recycling program requirements.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ -	-
Maintenance and Operations	826,950	677,250
Capital Outlay	-	-
Division Total	<u>\$ 826,950</u>	<u>677,250</u>

Position Summary

Full-Time Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
Not Applicable			
Part-Time Positions	Hours FY 2021	Hours FY 2022	Change + or (-)
Not Applicable			

Engineering

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Professional/Technical	\$ 106,152	177,700	160,000
Engineering Services	373,858	316,350	254,850
Environmental Services	10,607	20,000	-
Stormwater Management	138,599	277,550	245,550
Sustainability Services	5,684	35,350	16,850
Total Maint/Operations	634,900	826,950	677,250
- Division Total -	\$ 634,900	826,950	677,250

Professional/Technical

Industrial waste	\$ 45,000
Solid waste consulting services	40,000
MS4 annual permit fees	25,000
I-710 freeway study	25,000
605/91 freeway study	20,000
LA County services	3,000
Street light assessment	2,000
	\$ 160,000

Engineering Services

General engineering	\$ 150,000
Traffic engineering	55,000
GIS system	20,000
Parcel/tract maps	10,000
Sewer system maintenance plan	8,000
Assessment district	1,850
Miscellaneous design	10,000
	\$ 254,850

Stormwater Management

Los Cerritos MS4 watershed mgmt plan	\$ 75,000
LA River MS4 watershed mgmt plan	75,000
NPDES consultant services	75,000
Greater Harbor toxics TMDL	18,450
MS4Front software maintenance	2,100
	\$ 245,550

Water Production

The Water Production Division maintains the City's metered connections to the Metropolitan Water District (MWD) water supply and operates the City's water wells which extract water from underground aquifers.

The Division's three active wells will extract approximately 5,900 acre feet of ground water or approximately 95% of the water used by municipal water customers. The two MWD connections will supply approximately 200 acre feet or about 5% of the water sold to customers. All five water production facilities are checked daily.

The Division also monitors the quality of water by collecting and analyzing samples on a regular basis. For example, 900 bacti samples will be checked for potentially dangerous bacteria and 900 general physical samples will be checked for pH (acidity/alkalinity), color, taste and suspended particles. Any conditions likely to create potential problems are corrected immediately.

The Division also conducts cross-connection control inspections. These inspections are designed to prevent the entrance of contaminated or hazardous material into the City's water system from private consumer's lines.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ 461,100	489,900
Maintenance and Operations	6,204,400	6,200,700
Capital Outlay	-	97,000
Division Total	<u>\$ 6,665,500</u>	<u>6,787,600</u>

Position Summary

Full-Time Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
Water Supervisor	1	1	-
Senior Water Operator	2	2	-
Total Full-Time Positions	<u>3</u>	<u>3</u>	<u>-</u>
Part-Time Positions	Hours FY 2021	Hours FY 2022	Change + or (-)
Water Operator Aide	3,120	3,120	-
Total Part-Time Hours	<u>3,120</u>	<u>3,120</u>	<u>-</u>

Water Production

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Regular Salaries	\$ 158,076	190,450	203,200
Part-Time Pay	28,702	34,800	49,650
Full-Time Overtime	303	100	-
Health Insurance	41,779	58,600	65,650
Life Insurance	283	350	450
Disability Insurance	708	1,000	1,250
Unemployment Insurance	-	3,350	5,100
Workers' Compensation	31,691	25,000	26,900
Medicare	2,338	3,300	3,700
Pers	76,118	101,350	91,200
Pers Contributions (GASB 68)	40,943	42,800	42,800
Total Salaries/Benefits	380,940	461,100	489,900
Telephone/Internet Services	13,026	13,400	13,400
Office Supplies	214	300	300
Publications	-	250	250
Professional/Technical	72,573	76,150	81,050
Mileage Reimbursement	-	100	100
Conferences/Meetings	2,030	3,000	3,000
Memberships	3,332	8,100	8,100
Electricity	282,453	288,000	288,000
Natural Gas	102,528	100,000	100,000
Principal Payments	297,830	308,000	317,700
Interest Payments	253,557	334,350	324,450
Depreciation	305,404	350,000	350,000
Gasoline/Diesel Fuel	4,219	5,000	5,000
Uniforms	3,754	4,500	4,500
Operation Maint Supplies	119,096	137,300	137,300
Testing Services	45,958	48,650	48,650
Vehicle Maint Services	-	1,500	1,500
Operation Maint Services	80,291	125,000	125,000
Small Tools/Instruments	830	2,000	2,000
Ground/Purchased Water	2,591,892	4,398,800	4,390,400
Total Maint/Operations	4,178,987	6,204,400	6,200,700
Computer Equipment	21,614	-	12,000
Other Capital Equipment	77,438	-	85,000
Total Capital Outlay	99,052	-	97,000
- Division Total -	\$ 4,658,979	6,665,500	6,787,600

Professional/Technical

SCADA system maintenance	\$ 30,000
IBank annual fee (Well # 16)	20,100
IBank annual fee (Well # 15)	15,450
WaterTrax software license	11,000
Backflow software maintenance	4,500
	\$ 81,050

Conference/Meetings

Water certification education - state required

Memberships

Central Basin association dues

Principal Payments

I-Bank (Well 15)	\$ 160,500
I-Bank (Well 16)	157,200
	\$ 317,700

Interest Payments

I-Bank (Well 16)	\$ 189,650
I-Bank (Well 15)	134,800
	\$ 324,450

Operation Maintenance Supplies

Chemicals and misc parts for	
Well 13/Well 15 treatment plants	\$ 90,000
Chlorine, engine oil, fittings, misc parts	47,300
	\$ 137,300

Testing Services

State-mandated water sampling	\$ 34,650
Chemical / engineer testing	8,600
Groundwater testing	5,400
	\$ 48,650

Ground/Purchase Water

Imported water (2,000 AF @ \$1,302/AF)	\$ 2,604,000
Groundwater (3,500 AF @ \$398/AF)	1,393,000
Reclaimed water (350AF @ \$790/AF)	276,500
Capacity reservation charge	48,300
State Water Board permit fee	36,000
Water service charge	31,600
San District Sewer Surcharge	1,000
	\$ 4,390,400

Computer Equipment

SCADA upgrades

Other Capital Equipment

Valve maintenance trailer

Water Distribution

The Water Distribution Division maintains 126 miles of water lines which make up the City's water transmission and distribution system. This system carries water from the City wells and from the Metropolitan Water District connections to City residences and businesses.

Annually, the Division repairs approximately 150 system leaks, repairs and paints 1,000 fire hydrants, installs approximately 20 fire hydrants, paints all valve lids and air vacs and installs approximately 50 new water services. In addition, the Division opens and closes more than 1,000 main line valves once each year to ensure their free movement and opens the City's 1,000 fire hydrants once each year to remove sediment from the water lines.

The Division also tests fire hydrants for proper levels of fire flow and assists the County Fire Department and land developers with fire flow

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ 785,100	\$ 709,650
Maintenance and Operations	1,378,150	1,391,150
Capital Outlay	-	-
Division Total	<u>\$ 2,163,250</u>	<u>2,100,800</u>

Position Summary

Full-Time Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
Water Superintendent	1	1	-
Senior Water Operator	1	1	-
Water Operator	2	2	-
Total Full-Time Positions	<u>4</u>	<u>4</u>	<u>-</u>
Part-Time Positions	Hours FY 2021	Hours FY 2022	Change + or (-)
Water Operator Aide	1,300	1,300	-
Total Part-Time Hours	<u>1,300</u>	<u>1,300</u>	<u>-</u>

Water Distribution

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Regular Salaries	\$ 256,224	304,100	267,500
Part-Time Pay	15,497	19,300	20,700
Full-Time Overtime	26,870	35,400	35,000
Standby Overtime	31,005	30,000	30,000
Health Insurance	113,279	142,650	129,100
Life Insurance	583	600	600
Disability Insurance	1,480	1,600	1,650
Unemployment Insurance	-	5,550	7,100
Workers' Compensation	49,485	37,950	35,250
Medicare	3,463	4,600	5,150
Pers	121,215	143,350	117,600
Pers Contributions (GASB 68)	59,048	60,000	60,000
Total Salaries/Benefits	678,148	785,100	709,650
Office Supplies	194	200	200
Rent/Lease of Equipment	47,935	33,500	46,500
Conferences/Meetings	3,655	4,050	4,050
Depreciation	506,716	650,000	650,000
Gasoline/Diesel Fuel	7,468	8,500	8,500
Uniforms	3,062	5,500	5,500
Operation Maint Supplies	47,999	54,100	54,100
Vehicle Maint Services	-	5,500	5,500
Operation Maint Services	209,671	250,000	250,000
Small Tools/Instruments	508	1,800	1,800
Franchise Tax	377,211	365,000	365,000
Total Maint/Operations	1,204,419	1,378,150	1,391,150
- Division Total -	\$ 1,882,567	2,163,250	2,100,800

Conferences/Meetings

Water certification education - state required

Rent/Lease of Equipment

Combination trucks (2)	\$ 20,600
Pickup truck	13,000
Super duty truck	11,900
Miscellaneous rentals	1,000
	\$ 46,500

Operation Maintenance Supplies

Pipes, valves, fittings, backflow devices, asphalt, concrete

Operation Maintenance Services

Routine and emergency repairs	\$ 247,600
Underground services alert	2,400
	\$ 250,000

Water Customer Service

The Customer Service Division reads and maintains 7,500 water meters which record the amount of water each customer uses.

This year, over 42,900 water meter readings will be taken, approximately 500 meters will be replaced and more than 100 meters will be tested and repaired. Approximately 1,500 service connections and terminations will be made and more than 600 customer inquiries regarding service delivery will be handled.

In addition, the Customer Service Division assists the Water Production Division with the production of water, the maintenance of water wells and water connection valves and the monitoring of water quality.

Expenditure Summary

	Final FY 2021	Proposed FY 2022
Salaries and Benefits	\$ 191,500	204,350
Maintenance and Operations	104,400	104,400
Capital Outlay	-	-
Division Total	<u>\$ 295,900</u>	<u>308,750</u>

Position Summary

Full-Time Positions	Positions FY 2021	Positions FY 2022	Change + or (-)
Water Operator	2	2	-
Total Full-Time Positions	<u>2</u>	<u>2</u>	<u>-</u>
Part-Time Positions	Hours FY 2021	Hours FY 2022	Change + or (-)
None			

Water Customer Service

Expenditure Detail

	Actual FY 2020	Final FY 2021	Proposed FY 2022
Regular Salaries	\$ 94,063	90,900	101,300
Full-Time Overtime	77	-	-
Health Insurance	27,232	33,250	38,900
Life Insurance	185	200	250
Disability Insurance	235	400	650
Unemployment Insurance	-	1,350	2,050
Workers' Compensation	14,309	11,950	10,800
Medicare	1,320	1,300	1,500
Pers	37,971	42,150	38,900
Pers Contributions (GASB 68)	9,651	10,000	10,000
Total Salaries/Benefits	185,043	191,500	204,350
Printing/Reproduction	328	7,000	7,000
Office Supplies	45	100	100
Professional/Technical	5,550	5,550	5,550
Rent/Lease of Equipment	737	-	-
Mileage Reimbursement	-	50	50
Conferences/Meetings	-	2,000	2,000
Gasoline/Diesel Fuel	4,610	4,300	4,300
Uniforms	1,475	2,600	2,600
Operation Maint Supplies	55,821	80,000	80,000
Vehicle Maint Services	-	2,000	2,000
Small Tools/Instruments	-	800	800
Total Maint/Operations	68,566	104,400	104,400
- Division Total -	\$ 253,608	295,900	308,750

Printing/Reproduction

Door hangers

Professional/Technical

Water quality videos

Lease

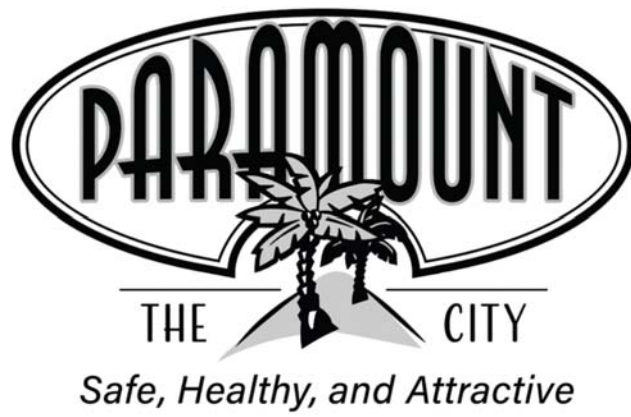
Truck lease

Conferences/Meetings

Water certification education - state required

Operation Maintenance Supplies

Meter boxes and vaults	\$ 25,000
500 small meter change-outs	25,000
5 large meter change-outs	20,000
Vault lids (replacement)	10,000
	\$ 80,000



CAPITAL IMPROVEMENT PROJECT DETAIL

This section contains details of the new and carryover Capital Improvement Projects for Fiscal Year 2022.

- Capital Improvement Project Summaries 140
- Proposed Capital Projects for FY 2022 142
- Carryover Capital Projects from FY 2021 147



Capital Improvement Project Summary by Funding

City of Paramount
Fiscal Year 2022

Funding Source	New Projects	Carry-Over Projects	Total Capital Improvements
Non-Restricted Funds	<u>2,578,100</u>	<u>-</u>	<u>2,578,100</u>
Restricted/Assigned Funds			
American Rescue Plan Act (ARPA)	650,000	-	650,000
AB2766	70,000	-	70,000
Capital Project Reserve	-	453,000	453,000
California Natural Resources Agency (CRNA)	-	2,872,350	2,872,350
Early Action Grant	-	4,800,000	4,800,000
Highway Bridge Repair	-	150,000	150,000
Highway Safety Improvement Program (HSIP)	581,900	-	581,900
Measure A	-	690,000	690,000
Measure M Transit Tax	250,000	958,500	1,208,500
Measure R Transit Tax	219,300	582,000	801,300
SB1 - Active Transportation (ATP)	-	170,000	170,000
SB1 - Road Mntc. & Repair Act (RMRA)	1,084,700	1,000,000	2,084,700
Proposition A Transit Tax	24,000	810,000	834,000
Proposition C Transit Tax	836,000	125,000	961,000
Proposition 68	178,000	-	178,000
Public Art Fee	200,000	49,000	249,000
Public Access Fee (PEG)	-	5,000	5,000
Subtotal - Restricted Funds	<u>4,093,900</u>	<u>12,664,850</u>	<u>16,758,750</u>
Paramount Municipal Water Fund	<u>100,000</u>	<u>2,670,000</u>	<u>2,770,000</u>
Total Expenditures - All Funds	<u><u>6,772,000</u></u>	<u><u>15,334,850</u></u>	<u><u>22,106,850</u></u>

Capital Improvement Project Summary by Type

City of Paramount
Fiscal Year 2022 Budget

Funding Source	Streets Sidewalks & Signals	Water	Park/ Landscape	Sustainability	Misc.	Total Capital Improvements
Non-Restricted Funds	605,000	-	1,340,000	77,000	556,100	2,578,100
Restricted Funds						
American Rescue Plan Act (ARPA)	-	-	250,000	200,000	200,000	650,000
AB2766	-	-	-	70,000	-	70,000
Capital Project Reserve	130,000	-	290,000	-	33,000	453,000
Calif. Natural Resources Agency (CNRA)	2,832,450	-	39,900	-	-	2,872,350
Early Action Grant	4,800,000	-	-	-	-	4,800,000
Highway Bridge Repair	150,000	-	-	-	-	150,000
Highway Safety Improvement Program (HSIP)	581,900	-	-	-	-	581,900
Measure A	-	-	690,000	-	-	690,000
Measure M Transit Tax	1,208,500	-	-	-	-	1,208,500
Measure R Transit Tax	801,300	-	-	-	-	801,300
SB1 - Active Transportation (ATP)	170,000	-	-	-	-	170,000
SB1 - Road Mntc. & Repair Act (RMRA)	2,084,700	-	-	-	-	2,084,700
Proposition A Transit Tax	810,000	-	-	-	24,000	834,000
Proposition C Transit Tax	961,000	-	-	-	-	961,000
Proposition 68	-	-	178,000	-	-	178,000
Public Access Fee (PEG)	-	-	-	-	5,000	5,000
Public Art Fee	-	-	150,000	-	99,000	249,000
Subtotal - Restricted Funds	14,529,850	-	1,597,900	270,000	361,000	16,758,750
Paramount Municipal Water Fund	-	2,770,000	-	-	-	2,770,000
Total Expenditures - All Funds	15,134,850	2,770,000	2,937,900	347,000	917,100	22,106,850

New Capital Improvement Projects

City of Paramount

Fiscal Year 2022

Project Name and Description	Estimated Cost	Funding Source	Estimated	
			Start Date	Completion Date
Streets, Sidewalks, and Signals				
1. <u>Arterial Street Resurfacing (9230)</u> Street rehabilitation of Downey Avenue from Alondra to Somerset.	\$ 1,086,000	Prop C 836,000 Meas M 250,000	July 2021	June 2022
2. <u>Neighborhood Street Resurfacing (9231)</u> Street rehabilitation of portions of Arthur, Laredo, McClure, Denver and Rose Streets.	1,304,000	RMRA 1,084,700 Meas R 219,300	July 2021	June 2022
3. <u>Traffic Signal Alondra/Passage (9232)</u> Installation of a traffic signal at Alondra and Passage.	331,900	HSIP	July 2021	March 2022
4. <u>Traffic Signal Garfield/70th (9233)</u> Installation of a traffic signal at Garfield and 70th.	175,000	Gen Fund	July 2021	June 2022
5. <u>City Entry Monument Signs (9234)</u> Continuation of the installation of entry monument signs on Somerset and Garfield.	105,000	Gen Fund	July 2021	Dec 2021
6. <u>Traffic Safety Improvements (9235)</u> Installation of traffic safety improvements at seven locations citywide.	250,000	HSIP	July 2021	June 2022
7. <u>Drought Tolerant Median Conversion (9236)</u> Conversion of planting material in the medians on Somerset Boulevard and Hunsaker/Myrrh.	325,000	Gen Fund	July 2021	Dec 2021
Subtotal Streets, Sidewalks, and Signals	\$ 3,576,900			

New Capital Improvement Projects

City of Paramount

Fiscal Year 2022

Project Name and Description	Estimated Cost	Funding Source	Estimated	
			Start Date	Completion Date
Water Improvements				
8. <u>Installation of Services & Hydrants (9210)</u> Installation of new water services and fire hydrants as requested and funded by private development at various locations.	\$ 75,000	Water		On-going
9. <u>Annual Valve Replacement (9211)</u> Replacement of miscellaneous water valves at various locations.	25,000	Water		On-going
<hr/>				
Subtotal Water Improvements	<u>\$ 100,000</u>			
Park/Landscape Improvements				
10. <u>Sport Court Repairs (9250)</u> Resurfacing of sport courts and replacement of backboards at Progress, Village, Paramount and Spane Parks.	55,000	Gen Fund	Jan 2022	June 2022
11. <u>Village Park Outdoor Restroom Upgrades (9251)</u> Upgrades of facility fixtures, LED lighting and paint at Village Skate Park.	55,000	Gen Fund	July 2021	Dec 2021
12. <u>Progress Park Outdoor Restroom Upgrades (9252)</u> Upgrades of facility fixtures, LED lighting and paint at Progress Park.	55,000	Gen Fund	July 2021	Dec 2021
13. <u>Community Gardens Renovations (9253)</u> Installation of walking path, and new plot borders.	35,000	Gen Fund	July 2021	Dec 2021
14. <u>Paramount Park Playground (9254)</u> Installation of new signature playground at the front of Paramount Park.	200,000	Gen Fund	Jan 2022	June 2022
15. <u>Paramount Park Comm. Center Exterior Imp (9255)</u> Painting of facia boards and installation of rain gutters.	10,000	Gen Fund	Jan 2022	June 2022

New Capital Improvement Projects

City of Paramount

Fiscal Year 2022

Project Name and Description	Estimated Cost	Funding Source	Estimated	
			Start Date	Completion Date
16. <u>Paramount Park Exterior Repainting (9256)</u> Repainting of the exterior buildings at Paramount Gymnasium and Pool.	50,000	Gen Fund	Jan 2022	June 2022
17. <u>Paramount Park Picnic Shelter Renovation (9257)</u> Replace stucco material on picnic shelter columns with stonework.	100,000	Gen Fund	Jan 2022	June 2022
18. <u>Dills Park Community Orchard (9258)</u> Installation of fencing, walk path, garden planters and fruit trees in the north grass area at Dills Park.	150,000	Gen Fund	Jan 2022	June 2022
19. <u>Dills Park Restroom (9259)</u> Addition of restroom facility at the north end of Dills Park.	300,000	Gen Fund	July 2021	June 2022
20. <u>Progress Park Exterior Art Installation and Lighting Upgrades (9260)</u> Installation of new art piece and focal landscape lighting in the entrance to Progress Plaza.	190,000	Gen Fund 40,000 Art 150,000	July 2021	Dec 2021
21. <u>Progress Park Picnic Shelter (9261)</u> Installation of picnic shelter at Progress Park for event rentals.	40,000	Gen Fund	July 2021	Dec 2021
22. <u>Snack Shack Renovations (9262)</u> Upgrades of existing snack shacks at Progress, Paramount and Alondra fields. Includes paint, flooring, cabinets and countertops.	40,000	Gen Fund	July 2021	Sep 2021
23. <u>Salud Park Walking Track Replacement (9263)</u> Replacement of walking track surfacing material.	185,000	Gen Fund	July 2021	Sep 2021
24. <u>Progress Plaza Exterior Design (9264)</u> Design costs for exterior improvements.	25,000	Gen Fund	July 2021	Sep 2021
25. <u>Gym Improvements (9265)</u> Interior building improvements.	178,000	Prop 68	July 2021	March 2022

New Capital Improvement Projects

City of Paramount

Fiscal Year 2022

Project Name and Description	Estimated Cost	Funding Source	Estimated	
			Start Date	Completion Date
26. <u>Paramount Park Ballfield Lighting (9266)</u> Installation of new energy efficient and app controlled ballfield lighting at Paramount Park.	250,000	ARP	Jan 2022	June 2022
Subtotal Park/Landscape Improvements	<u>\$ 1,918,000</u>			

Miscellaneous Improvements

27. <u>Yard Roof Replacement (9270)</u> Replacement of roofing at City Yard main building and secondary office building.	160,000	Gen Fund	July 2021	June 2022
28. <u>Neighborhood Enhancement Program-2022 (9271)</u> Construction of various neighborhood enhancement projects citywide.	50,000	Gen Fund	On-going	
29. <u>Paramount Paints Program (9272)</u> Installation of murals and utility box painting citywide.	50,000	Art	On-going	
30. <u>Bus Stop Trash Cans (9273)</u> Purchase and installation of 16 new trash cans for bus stop locations citywide.	24,000	Prop A	Jan 2022	March 2022
31. <u>Emergency Operations Equipment (9274)</u> Purchase of generators for Paramount Park emergency shelter locations and transfer switch installation at the Gym.	200,000	ARP	Jan 2022	June 2022
32. <u>Clearwater Restroom Fixtures Upgrade (9275)</u> Replace fixtures in all restrooms in the upstairs and downstairs restrooms.	46,100	Gen Fund	July 2021	Dec 2021
33. <u>Civic Center Fountain Upgrade (9276)</u> Construction of Civic Center fountain repairs and upgrades.	300,000	Gen Fund	July 2021	June 2022
Subtotal Miscellaneous Improvements	<u>\$ 830,100</u>			

New Capital Improvement Projects

City of Paramount

Fiscal Year 2022

Project Name and Description	Estimated Cost	Funding Source	Estimated	
			Start Date	Completion Date
Sustainability Projects				
34. <u>EV Charging Stations (9290)</u> Installation of 2 EV charging units at Paramount Park Community Center.	70,000	AQMD	July 2021	June 2022
35. <u>Solar Power Storage at City Yard (9291)</u> Installation of solar power storage at City Yard facility.	77,000	Gen Fund	July 2021	June 2022
36. <u>Paramount Park Interior/Exterior LED Lighting (9292)</u> Paramount Park interior and exterior lighting LED retrofit. (SoCal Ren Program)	50,000	ARP	Jan 2022	June 2022
37. <u>City Hall LED Retrofit Lighting (9293)</u> LED retrofit lighting at City Hall.	65,000	ARP	Jan 2022	June 2022
38. <u>HVAC Upgrades - Paramount Gym (9294)</u> Replacement of condensing units at Paramount Park Gymnasium.	85,000	ARP	Jan 2022	June 2022
<hr/>				
Subtotal Miscellaneous Improvements	<u>\$ 347,000</u>			
Total New Capital Improvement Projects - FY 2022	<u>\$ 6,772,000</u>			

Carryover Capital Improvement Projects

City of Paramount

Fiscal Year 2022

Project Name and Description	Estimated	Estimated	Funding Source	Estimated	
	Expenditures as of 6/30/21	Carry-Over Expenditure		Start Date	Completion Date
Streets, Sidewalks, and Signals					
39. <u>Rosecrans Bridge Repair (9833)</u> Received a Highway Bridge Repairs Grant for design costs for the repair of Rosecrans Bridge. City match is \$65,750.	\$ 273,450	\$ 385,000	Prop C 35,000 EA 200,000 HBR 150,000	Mar 2020	June 2022
40. <u>WSAB Bikeway Phase 2 (9932)</u> Extension of the bike path from Somerset to Rosecrans per ATP grant application.	211,500	383,500	Meas M 213,500 SB1-ATP 170,000	Mar 2020	June 2022
41. <u>Neighborhood Street Resurfacing (9131)</u> Street resurfacing on various neighborhood streets. Includes 1st, 2nd, Colorado, Century Pearle, Howe and Orange.	188,000	2,132,000	Meas R 382,000 Meas M 550,000 RMRA 1,000,000 Downey 200,000	Aug 2020	Jan 2022
42. <u>WSAB Bikeway Phase 4 (9132)</u> Design and construction of the 4th phase of the bike trail project from Garfield to the LA River trail.	100,000	3,027,450	Meas M 195,000 CNRA 2,832,450	Mar 2020	June 2022
43. <u>Civic Center Monument Sign (9134)</u> Replacement of monument signs at entrance to Civic Center.	20,000	60,000	Gen Fund	Mar 2020	Sep 2022
44. <u>Bus Shelters (9135)</u> Installation of bus shelters around the City.	530,000	810,000	Prop A	Mar 2020	Jan 2022
45. <u>Alondra Blvd. Widening (9136)</u> Design for the widening of Alondra Boulevard.	-	4,600,000	EA	Mar 2020	Jun 2024
46. <u>Vermont Street Improvement (9137)</u> Installation of traffic calming measures for Vermont Avenue.	-	90,000	Prop C	Mar 2020	Jan 2022
47. <u>Drought Tolerant Median Conversion (9138)</u> Drought tolerant conversion of Orange Avenue median.	-	70,000	Gen Fund	Mar 2020	Sep 2021
Subtotal Streets, Sidewalks, and Signals	\$ 1,322,950	\$ 11,557,950			

Carryover Capital Improvement Projects

City of Paramount

Fiscal Year 2022

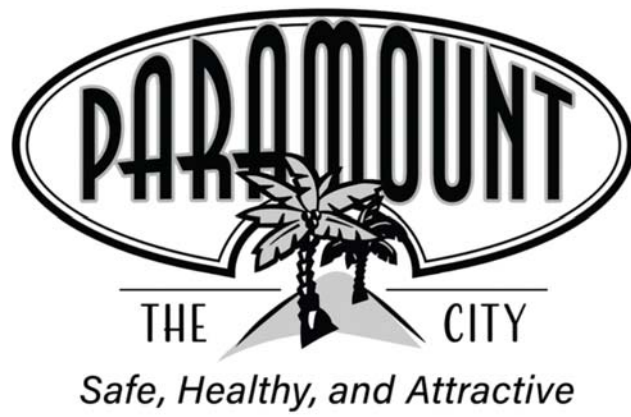
Project Name and Description	Estimated Expenditures as of 6/30/21	Estimated Carry-Over Expenditure	Funding Source	Estimated	
				Start Date	Completion Date
Water Improvements					
48. <u>Well #16 Design/Construction (9116)</u> Drilling and construction of new drinking water well at the northwest corner of Garfield and Jackson.	\$ 4,642,350	\$ 2,580,000	Water 410,000 I-Bank 2,170,000	Apr 2015	Dec 2021
49. <u>Well #15 VFD Installation (9112)</u> Installation of a Variable Frequency Drive at Well # 15.	-	90,000	Water	Jan 2022	June 2022
<hr/>					
Subtotal Water Improvements	<u>\$ 4,642,350</u>	<u>\$ 2,670,000</u>			
Park/Landscape Improvements					
50. <u>Paramount Park Pool Replaster (9051)</u> Replaster of the pool, pool deck replacement and lighting repairs.	\$ 65,100	\$ 947,900	Meas A 690,000 CNRA 39,900 Gen Fund 218,000	May 2020	Mar 2022
51. <u>Progress Plaza Facility Improvements (9053)</u> Various building improvements to the interior of Progress Plaza. Includes modernization of building elements as well as energy efficiency upgrades.	422,900	60,000	Gen Fund	May 2020	Aug 2021
52. <u>Dills Park Informational Sign Replacement (9151)</u> Replacement of informational sign at Dills Park.	4,000	12,000	Gen Fund	April 2020	Sep 2021
<hr/>					
Subtotal Park/Landscape Improvements	<u>\$ 492,000</u>	<u>\$ 1,019,900</u>			
Miscellaneous Improvements					
53. <u>Civic Center Fountain Design (9073)</u> Design cost for Civic Center fountain replacement.	\$ 10,000	\$ 20,000	Gen Fund	July 2020	Dec 2021
54. <u>Mariposa/Progress Plaza Carpet Repl (9077)</u> Replacement of the carpet at Mariposa Center and Progress Plaza.	-	13,000	Gen Fund	May 2020	Aug 2021

Carryover Capital Improvement Projects

City of Paramount

Fiscal Year 2022

Project Name and Description	Estimated Expenditures as of 6/30/21	Estimated Carry-Over Expenditure	Funding Source	Estimated	
				Start Date	Completion Date
55. <u>Progress Plaza A/V Improvement (9175)</u> Progress Plaza audio/visual system upgrade.	85,150	5,000	PEG	May 2020	Aug 2021
56. <u>Sculpture - 5-Female Council (9177)</u> Sculpture to commemorate the 19th Amendment of the United States Constitution.	45,000	49,000	Art	May 2020	Dec 2021
Subtotal Miscellaneous Improvements	<u>\$ 140,150</u>	<u>\$ 87,000</u>			
Total Carryover Capital Improvement Projects - FY 2022	<u>\$ 6,597,450</u>	<u>\$ 15,334,850</u>			
Total Capital Improvement Projects		<u><u>\$ 22,106,850</u></u>			



SUCCESSOR AGENCY

The Successor Agency for the Paramount Redevelopment Agency is required to make payments for enforceable obligations, maintain reserves in the amount required by outstanding redevelopment bond issues, remit unencumbered fund balances to the County Auditor-Controller, dispose of assets and properties belonging to the former redevelopment agency, enforce all former redevelopment agency rights, effectuate the transfer of housing functions and assets, wind down the affairs of the former redevelopment agency, continue to oversee the development of properties, prepare an administrative budget, and prepare a Recognized Obligation Payment Schedule prior to each six month period.

The following page summarizes the revenues and expenditures for Fiscal Year 2022.

Revenue Budget

Successor Agency for the Paramount Redevelopment Agency
Fiscal Year 2022 Budget

		Actual FY 2020	Approved Budget FY 2021	Final Budget FY 2021	Proposed Budget FY 2022
Revenues:					
Redevelopment Property Tax Trust Fund	\$	5,967,048	5,948,800	6,108,000	5,948,800
Investment Earnings		39,899	30,000	30,000	30,000
Other Revenue		-	-	-	-
Total Revenues		<u>6,006,947</u>	<u>5,978,800</u>	<u>6,138,000</u>	<u>5,978,800</u>
Other Sources					
Loan Repayments		-	-	-	-
Bond Proceeds		-	-	-	-
Total Other Sources		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenues and Other Sources	\$	<u><u>6,006,947</u></u>	<u><u>5,978,800</u></u>	<u><u>6,138,000</u></u>	<u><u>5,978,800</u></u>

Expense Budget

Successor Agency for the Paramount Redevelopment Agency
Fiscal Year 2022 Budget

		Actual FY 2020	Approved Budget FY 2021	Final Budget FY 2021	Proposed Budget FY 2022
Expenses:					
Administration	\$	250,000	250,000	250,000	100,000
Bond Payments and Fees		5,164,324	5,178,800	5,178,800	5,179,300
Depreciation		203,013	209,250	209,250	201,600
Other Enforceable Obligations		500,000	500,000	500,000	500,000
Total Expenses		<u>6,117,337</u>	<u>6,138,050</u>	<u>6,138,050</u>	<u>5,980,900</u>
Other Uses:					
Return of Available Balance		-	-	-	-
Total Other Uses		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenses and Other Uses	\$	<u><u>6,117,337</u></u>	<u><u>6,138,050</u></u>	<u><u>6,138,050</u></u>	<u><u>5,980,900</u></u>

HOUSING AUTHORITY

The Paramount Housing Authority, a separate and distinct legal entity from the City government, has been designated as the Affordable Housing Successor for the former Paramount Redevelopment Agency.

The following page summarizes the revenues and expenditures for Fiscal Year 2022.

The Paramount Housing Authority was established in December of 1984 pursuant to Section 34200 et seq., of the Health and Safety Code of the State of California. The primary purpose of the Housing Authority is to help provide affordable housing assistance to low and moderate income persons.

Sources and Uses of Funds

Paramount Housing Authority Fiscal Year 2022 Budget

	Actual Revenue/ Expenditures FY 2020	Approved Budget FY 2021	Final Budget FY 2021	Proposed Budget FY 2022
Beginning Available Fund Balance*	<u>407,434</u>	<u>798,575</u>	<u>385,475</u>	<u>385,075</u>
Revenues:				
Sponsoring Agency Loan Repayment	-	-	-	-
Administrative Fee	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenues	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Other Sources:				
Rent	<u>5,947</u>	<u>1,500</u>	<u>9,600</u>	<u>9,600</u>
Total Other Sources	<u>5,947</u>	<u>1,500</u>	<u>9,600</u>	<u>9,600</u>
Estimated Funds Available	<u>413,381</u>	<u>800,075</u>	<u>395,075</u>	<u>394,675</u>
Expenditures:				
Professional/Technical Services	27,906	10,000	10,000	10,000
Property Development (16305 Hunsaker)	-	300,000	-	-
Senior Housing Project (Paramount/70th)	<u>-</u>	<u>400,000</u>	<u>-</u>	<u>300,000</u>
Total Expenditures	<u>27,906</u>	<u>710,000</u>	<u>10,000</u>	<u>310,000</u>
Ending Fund Balance*	<u><u>385,475</u></u>	<u><u>90,075</u></u>	<u><u>385,075</u></u>	<u><u>84,675</u></u>

*Fund balance excludes the following:

Notes Receivables	\$ 431,603
Property: 16305 Hunsaker	\$ 412,498
Residential Rehab Loan Receivable	\$ 35,690

JUNE 22, 2021

RESOLUTION NO. 21:018

“A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARAMOUNT, CALIFORNIA, ADOPTING THE APPROPRIATIONS LIMIT FOR THE FISCAL YEAR 2022 IMPLEMENTING ARTICLE XIII-B OF THE STATE CONSTITUTION PURSUANT TO SECTION 7900 ET. SEQ. OF THE GOVERNMENTAL CODE”

MOTION IN ORDER:

READ BY TITLE ONLY AND ADOPT RESOLUTION NO. 21:018 ESTABLISHING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2022 IN THE AMOUNT OF \$897,638,435.

MOTION:

MOVED BY: _____

SECONDED BY: _____

[] APPROVED

[] DENIED

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____



To: Honorable City Council
From: John Moreno, City Manager
By: Karina Liu, Finance Director
Clyde Alexander, Assistant Finance Director
Date: June 22, 2021

**Subject: RESOLUTION NO. 21:018
ADOPTING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2022
IMPLEMENTING ARTICLE XIII-B OF THE STATE CONSTITUTION
PURSUANT TO SECTION 7900 ET. SEQ. OF THE GOVERNMENT CODE**

The California Constitution, Article XIII-B, commonly referred to as "Proposition 4: The Gann Appropriations Limit," requires the City to annually adopt an appropriations limit beyond which budgetary appropriation shall not be made. The appropriations limit can be adjusted each year to allow for increases in population, assessed value growth, and/or increases in per capita income.

The City has the option to annually increase the appropriation limit. This is done by choosing two of the following four variables and multiplying them to arrive at the allowed increase in appropriations. We may choose the two variables that most benefit the City.

Factor 1

1. The percentage change in California per capita income, or
2. The percentage change in Paramount's assessed valuation due to new non-residential construction.

Factor 2

1. The percentage change in Paramount's population, or
2. The percentage change in Los Angeles County's population.

For Fiscal Year 2022 we have chosen to use: 1) the percentage change in Paramount's assessed valuation due to new non-residential construction and 2) the percentage change in Paramount's population. These factors allow us to increase our appropriations limit by 1.174% to \$897,638,435. The amount of our tax revenues subject to this limit is \$28,450,838 which is well under the limit of \$897,638,435.

RECOMMENDED ACTION

It is recommended that the City Council read by title only and adopt Resolution No. 21:018 establishing the appropriations limit for Fiscal Year 2022 in the amount of \$897,638,435.

CITY OF PARAMOUNT
LOS ANGELES COUNTY, CALIFORNIA

RESOLUTION NO. 21:018

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARAMOUNT, CALIFORNIA, ADOPTING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2022 IMPLEMENTING ARTICLE XIII-B OF THE STATE CONSTITUTION PURSUANT TO SECTION 7900 ET. SEQ. OF THE GOVERNMENT CODE

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

WHEREAS, the State Legislature adopted Chapter 1205 and 1342 of the 1990 Statutes which implemented Article XIII-B; and

WHEREAS, Section 7902 of the Government Code provides the process in which to calculate the appropriations limit pursuant to Article XIII-B; and

WHEREAS, Section 7910 of the Government Code requires cities to adopt a resolution setting the annual appropriations limit at a regularly scheduled meeting or a noticed special meeting.

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

SECTION 1. The above recitations are true and correct.

SECTION 2. The appropriations limit for Fiscal Year 2022 pursuant to Section 7902 of the Government Code shall be \$897,638,435.

SECTION 3. This Resolution shall take effect immediately upon its adoption.

PASSED, APPROVED and ADOPTED by the City Council of the City of Paramount on this 22nd day of June 2021.

Brenda Olmos, Mayor

ATTEST:

Heidi Luce, City Clerk

ESTABLISHING THE APPROPRIATIONS LIMIT

Schedule #1

A. LAST YEAR'S APPROPRIATIONS LIMIT		\$	764,598,326
B. ADJUSTMENT FACTORS (Schedule #5)			
Factor No. 1. Change in Paramount's assessed valuation due to new non-residential construction	18.22%		1.1822
Factor No. 2. Change in Paramount's Population	-0.66%		0.9934
Total Adjustment Factor (Factor No. 1 multiplied by Factor No. 2)			<u>1.174%</u>
C. THIS YEAR'S LIMIT (Last year's limit multiplied by Total Adjustment Factor)			897,638,435
D. OTHER ADJUSTMENTS			
Lost Responsibility (-)		0	
Transfer to Private (-)		0	
Transfer to Fees (-)		0	
Assumed Responsibility (+)		0	
Sub-total Other Adjustments			<u>0</u>
E. THIS YEAR'S APPROPRIATIONS LIMIT		\$	<u><u>897,638,435</u></u>

**CITY OF PARAMOUNT
GANN LIMITATION ANALYSIS - FY 2022
APPROPRIATIONS OVER/(UNDER) THE LIMIT**

Schedule #2

A. PROCEEDS OF TAXES			
NON-INTEREST TAX PROCEEDS (Schedule #3, Line 60)		\$	28,396,500
INTEREST EARNINGS PRODUCED BY TAX PROCEEDS (Schedule #4, Line G)			<u>54,338</u>
Sub-total Proceeds of Taxes		\$	28,450,838
B. EXCLUSIONS			<u>0</u>
C. APPROPRIATIONS SUBJECT TO LIMITATION (A-B)		\$	28,450,838
D. CURRENT YEAR LIMIT (Schedule #1)		\$	<u>897,638,435</u>
E. OVER/(UNDER) LIMIT (C-D)		\$	<u><u>(869,187,597)</u></u>

**CITY OF PARAMOUNT
GANN LIMITATION ANALYSIS - FY 2022
CALCULATION OF TAX PROCEEDS**

Schedule #3

	REVENUE	PROCEEDS OF TAXES	NON-PROCEEDS OF TAXES	TOTAL
	TAXES:			
1	Property Tax	\$ 2,575,000	\$	\$ 2,575,000
2	Real Property Transfer Tax	85,000		85,000
3	Sales & Use Tax	8,900,000		8,900,000
4	Transaction & Use Tax	4,900,000		4,900,000
5	Business License Tax	1,300,000		1,300,000
6	Utility Users Tax	3,285,000		3,285,000
	FROM STATE:			
7	Motor Vehicle License	30,000		30,000
8	Motor Vehicle License In Lieu	7,321,500		7,321,500
9	Gasoline Tax/Transportation Funds		1,328,000	1,328,000
	OTHER GOVERNMENTS:			
10	Active Transportation (ATP) Grant		170,000	170,000
11	After School Education and Safety Allocation		2,116,700	2,116,700
12	Air Quality Management District (AB2766)		68,000	68,000
13	American Rescue Plan Act (ARPA)		865,650	865,650
14	California Natural Resource Agency (CNRA)		2,872,350	2,872,350
15	Community Development (CDBG/HOME)		1,570,850	1,570,850
16	Community Development (CARES Act)		75,950	75,950
17	Highway Bridge Repair (HBR)		150,000	150,000
18	Highway Safety Improvement Program (HSIP)		581,900	581,900
19	I-710 Early Action Funds		4,800,000	4,800,000
20	LA County Probation Grant		70,000	70,000
21	Measure A		690,000	690,000
22	Measure M		789,650	789,650
23	Measure R		626,750	626,750
24	Measure W		642,300	642,300
25	Park Maintenance (Paramount)		22,600	22,600
26	Proposition 68		178,000	178,000
27	Proposition A		1,124,000	1,124,000
28	Proposition C		932,200	932,200
29	SB1 - Road Maintenance & Repair Act		1,065,450	1,065,450
30	SB2 - Planning Grant		160,000	160,000
31	SB821 - Sidewalk/Bikeway		40,650	40,650
32	State COPS		100,000	100,000
33	Used Oil		6,800	6,800
	LOCALLY RAISED:			
34	Administration Citation Fines		60,000	60,000
35	AB 939 Waste Reduction Fees		98,000	98,000
36	Animal Licenses		75,000	75,000
37	Construction Permits		275,000	275,000
38	Development Fees		198,000	198,000

**CITY OF PARAMOUNT
GANN LIMITATION ANALYSIS - FY 2022
CALCULATION OF TAX PROCEEDS**

Schedule #3

REVENUE	PROCEEDS OF TAXES	NON-PROCEEDS OF TAXES	TOTAL
LOCALLY RAISED:			
39 Disability Access/Education		5,000	5,000
40 Franchise Fees		1,800,000	1,800,000
41 General Plan Fees		30,000	30,000
42 Industrial Waste Inspection		70,000	70,000
43 Municipal Court Fines		5,000	5,000
44 Parking Citations		570,000	570,000
45 Property Assessments		14,150	14,150
46 Public Access Fees		35,000	35,000
47 Public Art Fee		50,000	50,000
48 Recreation Program Fees		70,000	70,000
49 Rent and Leases		58,750	58,750
50 Sewer Reconstruction Fees		1,500	1,500
51 Storm Drain Fees		15,000	15,000
52 Traffic Safety Fines		75,000	75,000
53 Vehicle Corrections		2,500	2,500
54 Vehicle Impound Fees		60,000	60,000
55 Other Licenses & Permits		2,000	2,000
OTHER MISCELLANEOUS:			
56 Judgements and Damages		10,000	10,000
57 Miscellaneous		480,000	480,000
58 Reimbursement from Water		850,000	850,000
59 Reimbursement from PRA		100,000	100,000
60 SUB-TOTAL (For Schedule #4)	\$ <u>28,396,500</u>	\$ <u>26,057,700</u>	\$ <u>54,454,200</u>
61 INTEREST EARNINGS: (From Schedule #4)	54,338	49,862	104,200
62 TOTAL REVENUE (Use for Schedule #2)	<u>28,450,838</u>	<u>26,107,562</u>	<u>54,558,400</u>
63 RESERVE WITHDRAWALS (Including appropriated fund balance)	0	0	0
64 TOTAL OF THESE FUNDS	<u>28,450,838</u>	<u>26,107,562</u>	<u>54,558,400</u>
65 OTHER FUNDS NOT INCLUDED (1)	0	7,354,300	7,354,300
66 GRAND TOTAL BUDGET	\$ <u>28,450,838</u>	\$ <u>33,461,862</u>	\$ <u>61,912,700</u>

(1) Includes Water Enterprise and Equipment Replacement Funds

**CITY OF PARAMOUNT
GANN LIMITATION ANALYSIS - FY 2022
INTEREST EARNINGS PRODUCED BY TAX**

Schedule #4

A. NON-INTEREST TAX PROCEEDS (From Schedule #3, Line 60)	\$ 28,396,500
B. MINUS EXCLUSIONS	<u>0</u>
C. NET INVESTED TAXES (A-B)	\$ 28,396,500
D. PLUS RESERVE WITHDRAWALS and NON-TAX PROCEEDS	\$ 54,454,200
E. TAX PROCEEDS AS % OF BUDGET (C/D)	52.15%
F. TOTAL INTEREST EARNINGS	\$ <u>104,200</u>
G. INTEREST EARNED FROM TAXES (E*F) (To Schedule #3, Line 61)	<u>54,338</u>
H. INTEREST EARNED FROM NON-TAXES (F-G)	\$ <u>49,862</u>

**CITY OF PARAMOUNT
GANN LIMITATION ANALYSIS - FY 2022
GANN LIMITATION ADJUSTMENT FACTORS**

Schedule #5

PERMITTED ADJUSTMENT FACTORS	AMOUNT	SELECTED FACTOR
FACTOR 1:		
% CHANGE IN CALIFORNIA PER CAPITA INCOME (1)	5.73%	
OR		
% CHANGE IN PARAMOUNT'S ASSESSED VALUATION DUE TO NEW NON-RESIDENTIAL CONSTRUCTION (2)	18.22%	18.22%
FACTOR 2:		
% CHANGE IN PARAMOUNT'S POPULATION (1)	-0.66%	
OR		
% CHANGE IN LOS ANGELES COUNTY POPULATION (1)	-0.89%	-0.66%
Adjustment Factor (Add one to each factor then multiply factors)		<u>1.174%</u>

SOURCES:

(1) California Department of Finance, Price & Population Data for Local Jurisdictions, May 2021

(2) Los Angeles County Assessor's Office

JUNE 22, 2021

RESOLUTION NO. 21:019

“A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARAMOUNT
ADOPTING THE STATEMENT OF INVESTMENT POLICY FOR THE CITY
OF PARAMOUNT FOR FISCAL YEAR 2022”

MOTION IN ORDER:

READ BY TITLE ONLY AND ADOPT RESOLUTION NO. 21:019.

MOTION:

MOVED BY: _____

SECONDED BY: _____

[] APPROVED

[] DENIED

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____



To: Honorable City Council
From: John Moreno, City Manager
By: Karina Liu, Finance Director
Date: June 22, 2021

**Subject: RESOLUTION NO. 21:019
ADOPTING THE STATEMENT OF INVESTMENT POLICY FOR THE CITY
OF PARAMOUNT FOR FISCAL YEAR 2022**

Background

For almost a decade the California Government Code required all cities to review and approve their investment policy once a year at a public meeting. In late 2004, the State Legislature passed a bill making the annual review optional. The State's action was financially driven as the requirement also brought a financial burden to the State in the form of State-mandated reimbursements to local governments. Nevertheless, as a City we firmly believe the annual review and adoption is a financially sound organizational practice that we should maintain regardless of the State's requirements.

In general, we are conservative with our investments. Our investment policy is more restrictive than that allowed by State law. All of our investment funds are currently maintained in short-term instruments like the State's Local Agency Investment Fund (LAIF). Our most recent Treasurer's Report for April 2021 includes a total of \$36.93 million in cash and investments being managed by City staff. Our investment portfolio consists of the following: approximately 92.40% in LAIF which equates to same day liquidity, and the remaining 7.60% balance is on deposit in our local bank to cover outstanding checks.

Description of Attachments

Attached is the Statement of Investment Policy for the City. Also attached are supporting documents that will assist us in complying with our recommended Investment Policy. To help understand the Investment Policy, the following descriptions are provided to explain each of the attachments.

Attachment A - Statement of Investment Policy. This statement is intended to provide guidelines for the prudent investment of the City's temporary idle cash. The statement has been prepared in accordance with existing laws.

Attachment B - Investment Program. This document details the investment guidelines and internal control objectives, including the segregation of duties that are referenced in the Investment Policy. The investment program is established by the City Treasurer and will be modified as needed.

Attachment C - Broker/Dealer Questionnaire and Certification. This document will be utilized if any investments are purchased through a broker/dealer.

Attachment D - Before Entering a Governmental Pool Questionnaire. This document will be utilized if the City elects to join another governmental pool, similar to LAIF.

Summary

This Investment Policy has not changed from previous years. We believe that the Statement of Investment Policy (Attachment A) provides guidelines for the prudent investment of the City's temporary idle cash and outlines the procedures for maximizing the efficiency of the City's cash management system. This Investment Policy has been prepared in conformance with the existing laws of the State of California for General Law cities and adheres to the standards set forth by the Government Finance Officers Association (GFOA) and the Municipal Treasurers' Association of the United States and Canada (MTA US&C).

RECOMMENDED ACTION

It is recommended that the City Council read by title only and adopt Resolution No. 21:019.

CITY OF PARAMOUNT
LOS ANGELES COUNTY, CALIFORNIA

RESOLUTION NO. 21:019

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARAMOUNT
ADOPTING THE STATEMENT OF INVESTMENT POLICY FOR THE CITY
OF PARAMOUNT FOR FISCAL YEAR 2022

WHEREAS, the California Government Code Section 53646 previously required the City Treasurer to submit a Statement of Investment Policy to the City Council each fiscal year; and

WHEREAS, the City of Paramount considers the annual submittal of the Statement of Investment Policy to the City Council for their review to be a sound organizational practice; and

WHEREAS, the Statement of Investment Policy is necessary in order to assure the City Council that the City's investment goals of safety, liquidity, yield, and safekeeping are met; and

WHEREAS, the Statement of Investment Policy was designed according to the specific needs of the City of Paramount in compliance with Government Code regulations.

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

SECTION 1. The above recitations are true and correct.

SECTION 2. The City Council hereby approves the adoption of the Statement of Investment Policy and authorizes the City Treasurer to invest the City's idle funds in accordance with its provisions.

SECTION 3. This Resolution shall take effect immediately upon its adoption.

PASSED, APPROVED and ADOPTED by the Paramount City Council this 22nd day of June 2021.

Brenda Olmos, Mayor

Attest:

Heidi Luce, City Clerk

STATEMENT OF INVESTMENT POLICY

Fiscal Year 2022

I. PURPOSE

This statement is intended to provide guidelines for the prudent investment of the City's temporary idle cash and outline the procedures for maximizing the efficiency of the City's cash management. The ultimate goal is to enhance the economic status of the City while safeguarding its assets. This investment policy has been prepared so as to be in conformance with all pertinent existing laws of the State of California for General Law cities.

II. SCOPE

The investment policy applies to all financial assets of the City of Paramount and its component units as accounted for in the Comprehensive Annual Financial Report (CAFR). This policy is applicable, but not limited to all of the funds listed below:

- General Fund
- Special Revenue Funds
- Proprietary Funds
- Fiduciary Funds

III. OBJECTIVE

The City's cash management system is designed to accurately monitor and forecast revenues and expenditures, thus enabling the City to invest funds to the fullest extent possible only after the criteria established for safety and liquidity have been met.

The City of Paramount strives to maintain the level of investment of all idle funds as near to 100% as possible, through daily and projected cash flow determinations. Idle cash management and investment transactions are the responsibility of the City Treasurer.

The primary objective of the investment policy of the City of Paramount is **safety of principal**. Effective cash flow management and resulting cash investment practices are recognized as essential to good fiscal management and control. The City's portfolio shall be designed and managed in a manner responsive to the public trust and consistent with state and local law.

Criteria for selecting investments and the order of priority are:

1. Safety. Safety and the minimizing of risk associated with investing refers to attempts to reduce the potential for loss of principal, interest or a combination of the two. The first level of risk controls is found in state laws which restrict the particular type of permissible investments for municipalities. The second level of risk control is the reduction of default risk by investing in instruments that appear to be the most creditworthy. The third level of risk control is the reduction of market risk by investing in instruments that have relatively short maturities, thereby eliminating the risk of loss from a forced sale. The City only invests in those instruments that are considered very safe. The City does not make investments with the intent to "play the market". Investments are made based upon the "yield to maturity".
2. Liquidity. Liquidity refers to the ability to easily sell or "cash in" at any time with a minimal risk of losing some portion of principal or interest. Liquidity is an important quality for an investment to have. At any time the City may have unexpected or unusual circumstances that result in larger disbursements than expected and some investments may need to be sold to meet the contingency. The longer it takes to "cash in" an investment the less "liquid" the investment.
3. Yield. Yield is the potential dollar earnings an investment can provide, and also is sometimes described as the rate of return. The City attempts to obtain the highest yield possible when selecting an investment, provided that the criteria stated herein for safety and liquidity are met.
4. Safekeeping. Securities purchased shall be held in the City's designated third party custodian and evidenced by safekeeping receipts.

The basic premise underlying the City's investment philosophy is, and continues to be, to ensure that surplus funds are always safe and available when needed.

IV. DELEGATION OF INVESTMENT AUTHORITY

The City Council by resolution has delegated the City Treasury functions to the Finance Director/City Treasurer. As such, the Finance Director has been given the authority to invest idle funds subject to the limitations set forth in the Investment Policy. The City Treasurer will establish an investment program consistent with this Investment Policy. The investment program shall include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the City Treasurer. The City Treasurer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials. In the Treasurer's absence, the City Manager, City Clerk, Assistant Finance Director and Senior Accountant are authorized to approve investment transactions.

V. PRUDENCE

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs; not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived. The standard of prudence to be used by investment officials shall be the "prudent investor" standard (California Government Code Section 53600.3) and shall be applied in the context of managing an overall portfolio. It is the City's full intent, at the time of purchase, to hold all investments until maturity to ensure the return of all invested principal dollars.

Investment officers acting within the intent and scope of the investment policy and other written procedures and exercising due diligence shall be relieved of personal responsibility and liability for an individual security's credit risk or market price changes. This assumes that deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

VI. AUTHORIZED FINANCIAL INSTITUTIONS AND DEALERS

The City Treasurer will select broker/dealers of government securities and other investments on the basis of creditworthiness, financial strength, experience and minimum capitalization and who are authorized to provide investment and financial advisory services in the State of California. No public deposit shall be made except in a qualified public depository as established by state laws.

The City Treasurer shall select only broker/dealers who are licensed and in good standing with California Department of Securities, the Securities and Exchange Commission, the National Association of Securities Dealers or other applicable self-regulatory organizations.

Before engaging in investment transactions with a broker/dealer, the City Treasurer shall have received from said firm a signed Certification Form. This form shall attest that the individual responsible for the City of Paramount's account with that firm has reviewed the City of Paramount's Investment Policy. Furthermore, with it the firm declares that it understands the policy and intends to present investment recommendations and transactions to the City of Paramount that are appropriate under the terms and conditions of the Investment Policy. A current audited financial statement is required to be on file for each financial institution and broker/dealer in which the City invests.

VII. AUTHORIZED INVESTMENTS

Eligible investments under California Government Code, Sections 53600 & 53601, and their acceptability to the City are shown in the table below.

Investment Type	Eligible for Local Gov't Investments	Acceptable for City of Paramount
Local Agency Bonds	x	x
Certificates of Deposit, placed with Commercial Banks and Saving and Loan Companies	x	x
United States Treasury Bills, Notes, or Bonds	x	x
Demand Deposits	x	x
Registered California State Warrants or notes or bonds	x	
Debt issued by a California local government	x	
Instruments issued by a federal agency or United States government-sponsored enterprise	x	x
Bankers Acceptances (as specified on pages 5-6)	x	x
Prime commercial paper as defined in Gov't Code 53601(g)	x	x
Negotiable certificates of deposit	x	x
Repurchase Agreements with primary dealers of the Federal Reserve Bank of New York	x	x
Reverse Repurchase Agreements with primary dealers of the Federal Reserve Bank of New York	x	
Medium-term notes (5-yr maturity or less) of domestic corporations or depository institutions	x	x
Shares in diversified management companies investing in permitted securities	x	
Obligations backed by a first priority security interest in acceptable collateral for local agency deposits	x	
Mortgage-backed securities	x	
State of California Local Agency Investment Fund (LAIF)	x	x
California County Investment Pools or other options allowed under California Government Code i.e. CalTRUST	x	x

The City of Paramount puts restrictions on its investment instruments as follows:

Demand Deposits. Up to fifteen million (\$15,000,000) dollars in the aggregate with qualified banks under contract for banking services with the City.

Certificates of Deposit. Time deposits of a bank, saving and loan or credit union. They are purchased in various denominations with maturities ranging from 30 to 360 days. The interest is calculated on a 360-day, actual-day month basis and is payable monthly. The City will limit its maximum maturity of a certificate of deposit to one year.

LAIF (Local Agency Investment Fund). A special fund in the State Treasury which local agencies may use to deposit funds for investment. There is no minimum investment period and the minimum transaction is \$5,000, in multiples of \$1,000 above that, with a maximum balance of \$75,000,000 per agency account. The City is restricted to a maximum of fifteen transactions per month. It offers high liquidity because deposits can be converted to cash in twenty-four hours and no interest is lost. All interest is distributed to those agencies participating on a proportionate share basis determined by the amounts deposited and the length of time they are deposited. Interest is paid quarterly. The State retains an amount for reasonable costs of making the investments, not to exceed one-half of one percent of the earnings.

County Investment Fund or Other Options Allowed Under California Government Code. Terms are comparable to that of LAIF. Although the City has not invested in this pool in the past we would recommend retaining the flexibility to retain this same day liquidity and diversify our investment portfolio should it be needed in the future.

U.S. Treasury Bills. Issued weekly with maturity dates up to one year. They are issued and traded on a discount basis with interest figured on a 360-day basis, actual number of days. They are issued in amounts of \$10,000 and up, in multiples of \$5,000. They are a highly liquid security and backed by the full faith and credit of the U.S. Government. The City will limit the maximum maturity of its U.S. Treasury Bills to five years.

U.S. Treasury Notes. Initially issued with two to ten year maturities. They are actively traded in a large secondary market and very liquid. The Treasury may issue Notes with denomination as low as \$1,000; however, the average minimum is \$5,000. U.S. Treasury Notes are backed by the full faith and credit of the U.S. Government. The City will limit its maximum maturity of U.S. Treasury Notes to five years.

Bankers Acceptances. Short-term credit arrangements to enable businesses to obtain funds to finance commercial transactions. They are time drafts drawn on a bank by an exporter or importer to obtain funds to pay for specific merchandise. By its acceptance, the bank becomes primarily liable for the payment of the draft at its maturity. An acceptance is a high-grade negotiable instrument. Acceptances are purchased in various denominations for 30, 60 or 90 days, but no longer than 180 days. The interest is calculated on a 360-day discount basis similar to treasury bills. Local agencies may not invest more than 40% of their surplus money in banker's acceptances. No more than 30% of surplus funds may be invested in Bankers Acceptances of any one commercial bank.

Commercial Paper. Short-term unsecured promissory notes issued by a corporation to raise working capital. These negotiable instruments are purchased at a discount to par value or at par value with interest bearing. Commercial paper is issued by corporations such as General Motors Acceptance Corporation, IBM, Bank of America, etc. Local agencies are permitted by State law to invest in

"prime" commercial paper of the highest letter and numerical rating as provided by Moody's Investor's Service, Inc., or Standard and Poor's Corporation. Eligible paper is further limited to issuing corporations that are organized and operating within the United States having total assets in excess of \$500,000,000 and having an "A" or higher rating for their non-commercial paper. Purchases of eligible commercial paper may not exceed 270 days maturity nor exceed 25% of the local agency's surplus funds. No more than 10% of the outstanding paper of an issuing corporation may be held.

Repurchase Agreements (Repo's). A repurchase agreement is a short-term investment transaction. Banks buy temporarily idle funds from a customer by selling U.S. Government or other securities with a contractual agreement to repurchase the same securities on a future date. Repurchase agreements are typically for one to thirty days in maturity; however, the maximum maturity limit permitted by the Government Code is one year. The customer receives interest from the bank. The interest rate reflects both the prevailing demand for Federal funds and the maturity of the repurchase agreement. Some banks will execute repurchase agreements for a minimum of \$100,000 to \$500,000, but most banks have a minimum of \$1,000,000. Investments in repurchase agreements may be made, on any investment authorized in CGC Section 53601, when the term of the agreement does not exceed one year. The market value of securities that underlay a repurchase agreement shall be valued at 102 percent or greater of the funds borrowed against those securities and the value shall be adjusted no less than quarterly. Repurchase agreements can only be executed with a primary dealer of the Federal Reserve Bank of New York and only with a financial institution or broker/dealer that has a Master Repurchase Agreement with the City. The City will limit its repurchase agreement maturity to thirty days. Reverse repurchase agreements are also permitted by CGC Section 53601, subject to limitations. However, such agreements (in which the local agency in effect becomes a borrower rather than a lender) are not permitted by the City's Investment Policy.

Money Market Mutual Funds. Referred to as shares of beneficial interest issued by diversified management companies. These shares of beneficial interest may be only in funds investing in securities and obligations as authorized by CGC Section 53601(a) to (l) of the California Government Code. These money market mutual funds must have an average maturity of 90 days or less, per SEC regulations.

Investments shall **not** be made "on margin." Investments will be made based upon the "yield to maturity" and shall not be made with the intent of "playing the market." Should the opportunity arise to increase investment yield by the sale of currently held investments or future investments, at a "premium," these policies shall not be deemed to prohibit this practice.

VIII. TERMS OF INVESTMENTS

Investments shall be made with the intent of providing adequate liquidity to fund ongoing, routine activities **and** providing adequate liquidity for unforeseen circumstances.

Not less than 80% of the entire investment portfolio shall have an average weighted maturity of not more than one year (360 days). Not more than 20% of the entire investment portfolio shall have an average weighted maturity of between one year (360 days) and three years (1,080 days). No investment shall be made with a maturity of more than three years unless expressly approved by the City Council.

IX. INTEREST EARNINGS

All monies earned and collected from investments authorized in this policy shall be allocated quarterly to various fund accounts based on the quarterly average month end cash balance in each fund as a percentage of the entire pooled portfolio.

X. INVESTMENT OF BOND PROCEEDS

When investing proceeds from the issuance of bonds the City of Paramount will follow the "permitted investments" identified in the bond indenture.

XI. CITY CONSTRAINTS

The City Treasurer will evaluate local banks and savings institutions and may invest idle cash funds with such institutions when the criteria for prudent investments are met. The City operates its investment pool according to State and self-imposed constraints. It does not buy stocks; it does not speculate; it does not deal in futures or options. The City does not invest in prohibited investments as identified in Sections 53601.6 and 53631.5 of the California Government Code, such as inverse floaters, range notes, or interest only strips that are derived from a pool of mortgages.

The City of Paramount will diversify use of investment instruments to avoid incurring unreasonable risks inherent in over-investing in specific instruments, individual financial institutions or maturity sectors. Diversification strategies shall be determined and revised periodically. In establishing specific diversification strategies, the following general policies and constraints shall apply:

- a. Portfolio maturities shall be matched versus liabilities to avoid undue concentration in a specific maturity sector.
- b. Maturities selected shall provide for stability of income and liquidity.

XII. SAFEKEEPING AND COLLATERALIZATION

All transactions, including collateral for repurchase agreements, entered into by the City shall be conducted on a delivery-versus-payment (DVP) basis. Securities will be held by the City's designated third party custodian and evidenced by safekeeping receipts.

Collateralization will be required on demand deposits, certificates of deposit and repurchase agreements. In order to anticipate market changes and provide a level of security for all funds, a minimum collateralization level is required.

Surplus funds can only be deposited in state or national banks, state or federal savings associations, or state or federal credit unions within the State of California. The deposits cannot exceed the amount of the bank's or savings and loan's paid-up capital and surplus. The bank or savings and loan must secure public funds deposits with eligible securities having a market value of 110% of the total amount of the deposits. State law also allows as an eligible security, first trust deeds having a value of 150% of the total amount of the deposits. Repurchase agreements shall be collateralized with securities authorized by the Government Code, which shall be no less than 102% of the market value of the securities that underlay the repurchase agreement.

The City Treasurer may waive security for that portion of a deposit which is insured pursuant to Federal law. Currently, the first \$250,000 of a deposit is federally insured. Deposits in excess of \$250,000 are required to be collateralized as previously indicated.

XIII. INTERNAL CONTROLS

The City Treasurer shall establish an annual process of independent review by an external auditor. This review will provide internal control by assuring compliance with policies and procedures.

XIV. REPORTING

In accordance with CGC Section 53646(b)(1), the City Treasurer shall submit to the City Council and the City Manager a quarterly investment report. The report shall include a complete description of the portfolio, the type of investments, the issuers, maturity dates, par values and the current market values of each component of the portfolio, including funds managed for the City of Paramount by third party custodians (i.e. bond proceeds held by The Bank of New York Mellon).

The report will also include the source of the portfolio valuation. As specified in CGC Section 53646(e), if all funds are placed in LAIF, FDIC-insured accounts and/or in a county investment pool, the foregoing report elements may be replaced by copies of the latest statements from such institutions. The report must also include a certification that (1) all investment actions executed since the last report have been made in full compliance with Investment Policy or manner in

which the portfolio is not in compliance and, (2) the City of Paramount will meet its expenditure obligations for the next six months, or provide an explanation as to why sufficient money shall or may not be available, which are recommended by CGC Sections 53646(b)(2) and (3), respectively. The City Treasurer shall maintain a complete and timely record of all investment transactions.

XV. LEGISLATIVE CHANGES

Any State of California legislative action, that further restricts allowable maturities, investment type or percentage allocation, will be incorporated into the City of Paramount's Investment Policy and supersede any and all previous applicable language.

XVI. POLICY REVIEW

This policy shall be reviewed at least annually, and rendered to the City Council for approval at a public meeting, to ensure its consistency with the overall objectives of preservation of principal, liquidity and return, and its relevance to current law, financial and economic trends.

INVESTMENT PROGRAM

INVESTMENT GUIDELINES

Cash Availability Guidelines:

1. A cash flow analysis shall be developed which will serve as a basis for determining the cash available for investment and maturity dates needed to cover future disbursements.
2. Revenue receipts are consolidated into our bank accounts and invested on a pooled concept basis. Interest earnings are allocated on a quarterly basis according to month-end cash balances.
3. Active bank balances are kept as low as possible by maintaining investment of available cash as near to 100% as possible.
4. Sufficient funds are maintained in very liquid investments to meet most unexpected contingencies.

Investing Guidelines:

1. Only investments authorized by this Investment Policy are to be utilized.
2. A copy of this Investment Policy shall be given to each broker/dealer with which the City does business.
3. Before an unfamiliar security is purchased, the issuer and the instrument is researched and investigated and all contractual agreements and administrative procedures are completed before any transactions are consummated.
4. Every investment transaction is documented and the procedure for monitoring is clearly defined.
5. Investment strategies are reviewed by the City Treasurer for possible need to change at least annually. They are reviewed more frequently as changes in economic conditions dictate.
6. The City Treasurer will make an effort to diversify the investment portfolio as indicated in the investment policy. However, the City's cash flows and liquidity needs, along with the additional time and effort that is required to purchase new investments, need to be strongly considered before making an investment just to diversify.
7. The City does not permit the purchase of securities on margin or via reverse repurchase agreements (using the security to be purchased as collateral). The City does not enter into reverse repurchase agreements under any circumstances.

8. Under the provisions of CGC Sections 53601.6 and 53631.5, the City of Paramount shall not invest any funds covered by this Investment Policy in inverse floaters, range notes, interest only strips derived from mortgage pools or any investment that may result in a zero interest accrual if held to maturity.

Guidelines for Certain Types of Investments:

1. Investment Pools. In the State of California, there are provisions for the creation and operation of a government investment pool. The purpose of the pool is to allow political subdivisions to pool investable funds in order to achieve a potentially higher yield. The City will utilize guidelines established by the California Municipal Treasurers' Association and the California Society of Municipal Finance Officers for evaluation before entering any new pool (other than LAIF). City Council must grant prior approval of the use of any new government pool.

INTERNAL CONTROL OBJECTIVES FOR INVESTMENTS

Internal control for investments is the procedure established by management of a City to assist in ensuring:

1. An orderly and efficient conduct of investing, including adherence to investment policies.
2. The safeguarding of assets.
3. The accuracy and completeness of the accounting records for investments.
4. The timely preparation of reliable financial information.
5. The prevention of errors.
6. The detection of fraud.

Elements of Internal Control for Investments:

Adherence to the use of sufficient elements of a system of internal control is the method by which a City can satisfy the objective of internal control. A list of sample elements follows:

1. Responsibility. Specific responsibility for the performance of duties should be assigned and lines of authority and reporting clearly identified and understood.
2. Segregation of Functions. Segregation of functions reduces the risk that a person is in a position to conceal errors. If two parts of a transaction are handled by different people, collusion is necessary to conceal errors or fraud. In particular, the functions that should be considered when evaluating segregation of functions are authorization, execution, recording, and performing reconciliations.

3. Authorization. All transactions should be authorized by an appropriate responsible individual. The responsibilities and limits of authorization should be clearly delineated. Delegation of authority to authorize transactions should be handled very carefully.
4. Transfers of Investment Funds. The transferring of investment funds will be carried exclusively by use of the Federal Reserve Bank's electronic wire transfer system. Each Banker or Dealer with which the City does business shall receive in writing from the City Treasurer a listing which limits transfers of funds to preauthorized bank accounts only.

The listing will also contain the names of the City staff authorized to request such transfers and will be updated in writing for all changes of authorized staff and bank accounts as necessary.

5. Recording. The recording system should provide that the recording procedures, both manual and EDP, be carried out independently of the individual doing the investment execution to help assure that recorded transactions are complete, valid, authorized and properly recorded.

BROKER/DEALER QUESTIONNAIRE AND CERTIFICATION

1. Name of Firm: _____
2. Address: _____
3. Telephone: () _____ () _____
4. Broker's Representative to the City (attach resume):
Name: _____
Title: _____
Telephone: () _____
5. Manager/Partner-in-Charge (attach resume):
Name: _____
Title: _____
Telephone: () _____
6. List all personnel who will be trading with or quoting securities to City employees (attach resume):
Name: _____
Title: _____
Telephone: () _____ () _____
7. a. Which of the above personnel have read the City's investment policy? _____

b. Do each of the foregoing individuals currently hold valid licenses to trade securities on behalf of the City?
[] Yes
[] No
8. Is your firm a primary dealer in United States Government Securities?
[] Yes
[] No
9. List the total volume of United States Government and Agency Securities for the last calendar year.
Firm-wide \$ _____ No. of Transactions _____
Your Local Office \$ _____ No. of Transactions _____

BROKER/DEALER QUESTIONNAIRE AND CERTIFICATION

Name of Firm: _____

Page 2

10. Which instruments are offered regularly by your local office?

- | | |
|--|---|
| <input type="checkbox"/> Treasury Bills | <input type="checkbox"/> CMO's |
| <input type="checkbox"/> Treasury Notes/Bonds | <input type="checkbox"/> Bank CD's |
| <input type="checkbox"/> BA's (domestic) | <input type="checkbox"/> S & L CD's |
| <input type="checkbox"/> BA's (foreign) | <input type="checkbox"/> Repos |
| <input type="checkbox"/> Commercial Paper | <input type="checkbox"/> Reverse Repos |
| <input type="checkbox"/> Agencies (specify): _____ | <input type="checkbox"/> Other (specify): _____ |
- _____

11. References -- Please identify your most directly comparable public sector clients in our geographical area.

Entity: _____

Contact: _____

Telephone: () _____ () _____

Client since: _____

12. Have any of your clients ever sustained a loss on a securities transaction arising from a misunderstanding or misrepresentation of the risk characteristics of the instrument? If so, explain.

13. Has your local office ever been subject to a regulatory or state/federal agency investigation for alleged improper, fraudulent, disreputable or unfair activities related to the sale of securities? Have any of your employees been so investigated? If so, explain.

14. Has a client ever claimed in writing that your firm was responsible for investment losses? If so, explain.

BROKER/DEALER QUESTIONNAIRE AND CERTIFICATION

Name of Firm: _____

Page 3

15. Explain your normal custody and delivery process. Who audits these fiduciary systems? Can you meet safekeeping requirements?

16. How many and what percentage of your transactions failed last month? _____
Last year? _____

17. Describe the capital line and trading limits of the office that would conduct business with the City of Paramount.

18. Does your firm participate in the S.I.P.C. insurance program? If not, explain. _____

19. What portfolio information, if any, do you require from your clients? _____

20. What reports, transactions, confirmations and paper trail will the City receive? _____

21. Does your firm offer investment training to your clients?

☐ Yes

☐ No

BROKER/DEALER QUESTIONNAIRE AND CERTIFICATION

Name of Firm: _____

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22. Please enclose the following:

- ◆ Latest audited financial statements.
- ◆ Samples of reports, transactions, and confirmations the City will receive.
- ◆ Samples of research reports and/or publications that your firm regularly provides to clients.
- ◆ Complete schedule of fees and charges for various transactions.

CERTIFICATION

I hereby certify that I have personally read the Statement of Investment Policy of the City of Paramount, and have implemented reasonable procedures and a system of controls designed to preclude imprudent investment activities arising out of transactions conducted between our firm and the City of Paramount. All sales personnel will be routinely informed of the City's investment objectives, horizons, outlooks, strategies and risk constraints whenever we are so advised by the City. We pledge to exercise due diligence in informing the City of Paramount of all foreseeable risks associated with financial transactions conducted with our firm. Under penalties of perjury, the responses to this questionnaire are true and accurate to the best of my knowledge.

Signed _____ Date _____

Title _____

Countersignature* _____ Date _____

Title _____

* Company president or person in charge of government securities operations.

BEFORE ENTERING A GOVERNMENT POOL QUESTIONNAIRE

Questions & Issues to Consider	Yes	No	Explain
<p><u>I. SECURITIES</u> Government pools may have a broader range of securities than your agency invests in. It is important that you are aware of, and are comfortable with, the securities the pool buys.</p> <ol style="list-style-type: none"> 1. Does the pool provide a written statement of investment policy and objectives? 2. Does the statement contain: <ol style="list-style-type: none"> a. A description of eligible investment instruments? b. The credit standards of investments? c. The allowable maturity range of investments? d. The maximum allowable dollar weighted average portfolio maturity? e. The limits of portfolio concentration permitted for each type of security? f. The policy on reverse repos. Options, short sales and futures? 3. Are changes in policies communicated to the pool participants? 4. Does the pool contain only the types of securities that are permitted by your investment policy? <p><u>II. INTEREST</u> Interest is not reported in a standard format, so it is important that you know how interest is quoted, calculated and distributed so that you can make comparisons with other investment alternatives.</p> <p><u>Interest Calculations</u></p> <ol style="list-style-type: none"> 1. Does the pool disclose the following about yield calculations? <ol style="list-style-type: none"> a. The methodology used to calculate interest? (Simple maturity yield to maturity etc.). b. The frequency of interest payments? c. How interest is paid? (credited to principal at the end of the month, each quarter, mailed?) d. How are gains/losses reported? Factored monthly or only when realized? 			

BEFORE ENTERING A GOVERNMENT POOL QUESTIONNAIRE

Questions & Issues to Consider	Yes	No	Explain
<p><u>Reporting</u></p> <ol style="list-style-type: none"> 1. Is the yield reported to participants of the pool monthly? (If not, how often?) 2. Are expenses of the pool deducted before quoting the yield? 3. Is the yield generally in line with the market yields for securities in which you usually invest? 			
<p><u>III. SECURITY</u></p> <p>The following questions are designed to help you safeguard your funds from loss of principal and loss of market value.</p> <ol style="list-style-type: none"> 1. Does the pool disclose safekeeping practices? 2. Is the pool subject to audit by an independent auditor? 3. Is the copy of the audit available to participants? 4. Who makes the portfolio decisions? 5. How does the manager monitor the credit risk of the securities in the pool? 6. Is the pool monitored by someone on the board or a separate neutral party external to the investment function to ensure compliance with written policies? 7. Does the pool have specific policies with regards to repurchase agreements? <ol style="list-style-type: none"> a. What are those policies? 8. Does the pool mark the portfolio to its market value? 9. Does the pool disclose the following about portfolio valuations? <ol style="list-style-type: none"> a. The frequency with which the portfolio securities are valued? b. The method used to value the portfolio (cost, current value, or some other method?) 			
<p><u>IV. OPERATIONS</u></p> <p>The answer to these questions will help you determine whether this pool meets your operational requirements.</p> <ol style="list-style-type: none"> 1. Does the pool limit eligible participants? <ol style="list-style-type: none"> a. What entities are permitted to invest in the pool? 2. Does the pool allow multiple accounts and sub accounts? 3. Is there a minimum or maximum account size? 			

BEFORE ENTERING A GOVERNMENT POOL QUESTIONNAIRE

Questions & Issues to Consider	Yes	No	Explain
<p>4. Does the pool limit the number of transactions each month?</p> <p style="padding-left: 20px;">a. What is the number of transactions permitted each month?</p> <p>5. Is there a limit on transaction amounts for withdrawals and deposits?</p> <p style="padding-left: 20px;">a. What is the minimum and maximum withdrawal amount permitted?</p> <p style="padding-left: 20px;">b. What is the minimum and maximum deposit amount permitted?</p> <p>6. Does the pool require one or more days notice for deposits and/or withdrawal?</p> <p>7. What is the cutoff time for deposits and withdrawals?</p> <p>8. Are the funds 100% withdrawable at any time?</p> <p>9. What are the procedures for making deposits and withdrawals?</p> <p style="padding-left: 20px;">a. What is the paperwork required if any?</p> <p style="padding-left: 20px;">b. What is the wiring procedure?</p> <p>10. Can an account remain open with a zero balance?</p> <p>11. Are confirmations sent following transactions?</p> <p><u>V. STATEMENTS</u></p> <p>It is important for you and the agency's trustee (when applicable), to receive statements monthly so the pool's records of your activity and holdings is reconciled by you and your trustee.</p> <p>1. Are statements for each account sent to participants?</p> <p style="padding-left: 20px;">a. Do statements show balances, transactions and yield?</p> <p>2. Does the pool distribute detailed reports of its holdings? (regularly or on request only?)</p> <p><u>VI. FEES</u></p> <p>Administrative fees vary from pool to pool. It is important to know the pool's fee and its impact on the yield of the pool.</p> <p>1. Are the fees or administrative costs disclosed?</p> <p style="padding-left: 20px;">a. What are the fees?</p> <p style="padding-left: 20px;">b. How often are they assessed?</p> <p style="padding-left: 20px;">c. How are they paid?</p> <p style="padding-left: 20px;">d. Are there additional fees for wiring funds? (what is the fee?)</p>			

BEFORE ENTERING A GOVERNMENT POOL QUESTIONNAIRE

Questions & Issues to Consider	Yes	No	Explain
<p>2. Are expenses deducted before quoting the yield?</p> <p><u>VII. QUESTIONS TO CONSIDER FOR BOND PROCEEDS</u></p> <p>It is important to know (1) whether the pool accepts bond proceeds and (2) whether the pool qualifies with the U.S. Department of the Treasury as an acceptable commingled fund.</p> <p>1. Does the pool accept bond proceeds subject to arbitrage rebate?</p> <p>2. Does the pool provide accounting and investment records suitable for proceeds or bond issuances subject to arbitrage rebate?</p> <p>3. Will the yield calculation reported by the pool be acceptable to IRS or will it have to be recalculated?</p> <p>4. Will the pool accept transaction instructions from a trustee?</p> <p>5. Are you allowed to have separate accounts for each bond issue so that you do not commingle the interest earnings of funds subject to rebate with funds not subject to the regulations?</p>			

JUNE 22, 2021

AWARD OF CONTRACT

NEIGHBORHOOD STREET IMPROVEMENTS ON VARIOUS CITY
STREETS FY 2020-2021 (CITY PROJECT NO. 9131)

MOTION IN ORDER:

APPROVE THE PLANS AND SPECIFICATIONS, AWARD THE
CONTRACT FOR NEIGHBORHOOD STREET IMPROVEMENTS ON
VARIOUS CITY STREETS FY 2020-2021 TO ALL AMERICAN ASPHALT,
CORONA, CALIFORNIA, IN THE AMOUNT OF \$1,348,352.60, AND
AUTHORIZE THE MAYOR OR HER DESIGNEE TO EXECUTE THE
AGREEMENT.

MOTION:

MOVED BY: _____

SECONDED BY: _____

[] APPROVED

[] DENIED

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____



To: Honorable City Council
From: John Moreno, City Manager
By: Adriana Figueroa, Public Works Director
Rafael O. Casillas, PE, City Engineer
Date: June 22, 2021

**Subject: AWARD OF CONTRACT FOR NEIGHBORHOOD STREET
IMPROVEMENTS ON VARIOUS CITY STREETS FY 2020-2021
(CITY PROJECT NO. 9131)**

On June 1, 2021, the City Engineer opened and examined bids for the neighborhood street improvements on various City streets FY 2020-2021. The bids were opened at 11:00 a.m. in the City Hall Council Chambers.

The City received a total of six (6) bids for the subject project. The lowest responsible and responsive bid is from All American Asphalt for an amount of \$1,348,352.60. Bids ranged from a low of \$1,348,352.60 to a high of \$1,523,980.20. The budgeted amount in the FY 2020-2021 includes funding in the amount of \$1,850,000 in Measure R, Measure M, and SB1-Road Maintenance and Rehabilitation Account (RMRA) funding.

Under this project, the following streets will be resurfaced:

<u>Street Location</u>	<u>Beginning</u>	<u>End</u>
First Street	Indiana Avenue	End of Cul-de-sac
Colorado Avenue	Rose Avenue	End of Cul-de-sac
Second Street	Paramount Boulevard	Downey Avenue
Century Boulevard	Ruther Avenue	City Limit
Century Boulevard	City limit	Barlin Avenue
Pearle Street	Arthur Avenue	Paramount Boulevard
Howe Street	Arthur Avenue	Paramount Boulevard
Orange Avenue	Cul-de-sac	Rosecrans Avenue

The project also includes Vermont Avenue traffic calming improvements, Hunsaker Avenue at Myrrh Street traffic calming improvements, and Garfield Avenue left-turn median island improvements north of Alondra Boulevard.

Attached is a list of bidders.

RECOMMENDED ACTION

It is recommended that the City Council approve the plans and specifications, award the contract for neighborhood street improvements on various City streets FY 2020-2021 to All American Asphalt, Corona, California, in the amount of \$1,348,352.60, and authorize the Mayor or her designee to execute the agreement.

JOB NAME: AWARD OF CONTRACT FOR NEIGHBORHOOD STREET
IMPROVEMENTS ON VARIOUS CITY STREETS FY 2020-2021

CITY PROJECT NO.: 9131

BID DATE: TUESDAY, JUNE 1, 2021

BID TIME: 11:00AM

	<u>Company Name</u>	<u>Company Address</u>	<u>Bid Amount</u>
1.	ALL AMERICAN ASPHALT	CORONA, CA	\$1,348,352.60
2.	SEQUEL CONTRACTORS, INC.	SANTA FE SPRINGS, CA	\$1,353,223.00
3.	HARDY & HARPER, INC.	LAKE FOREST, CA	\$1,374,000.00
4.	ONYX PAVING CO. INC.	ANAHEIM, CA	\$1,484,000.00
5.	R.J. NOBLE CO.	ORANGE, CA	\$1,523,598.20
6.	PALP, INC. DBA EXCEL PAVING	LONG BEACH, CA	\$1,523,980.20

JUNE 22, 2021

AWARD OF CONTRACT FOR THE REPLACEMENT/RENOVATION OF
CITY BUS SHELTERS (CITY PROJECT NO. 9135)

MOTION IN ORDER:

AWARD THE CONTRACT FOR THE REPLACEMENT/RENOVATION OF
CITY BUS SHELTERS LOCATED THROUGHOUT THE CITY TO C.S.
LEGACY CONSTRUCTION, INC., CHINO, CALIFORNIA, IN THE AMOUNT
OF \$1,248,155 AND AUTHORIZE THE MAYOR OR HER DESIGNEE TO
EXECUTE THE AGREEMENT.

MOTION:

MOVED BY: _____

SECONDED BY: _____

[] APPROVED

[] DENIED

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____



To: Honorable City Council
From: John Moreno, City Manager
By: Adriana Figueroa, Public Works Director
Rafael O. Casillas, PE, City Engineer
Date: June 22, 2021

Subject: AWARD OF CONTRACT FOR THE REPLACEMENT/RENOVATION OF CITY BUS SHELTERS (CITY PROJECT NO. 9135)

There are currently 19 bus shelters at designated fixed route bus stops utilized by Metro and Long Beach Transit. They provide much needed shelter from weather elements including rain and sun. While two of these shelters were updated as part of the Downtown revitalization project in 2016, the remaining 17 shelters are over 20 years old. These older shelters are equipped with uncomfortable furniture for bus riders, lack adequate lighting for night time hours, and the architecture of the shelters is very outdated. In order to encourage bus ridership and enhance the streetscape of the City, the City Council approved funding in Fiscal Year 2020-21 budget to replace the remainder of the existing bus shelters citywide.

On May 11, 2021, Public Works staff opened and examined the bids for the Replacement/Renovation of City Bus Shelters Fiscal Year 2021-22. The bids were opened at 11:00 AM at City Hall. Three (3) bids were received ranging from the apparent low bid of \$593,750 to a high bid of \$1,552,270; base bids plus additive. The following bids were received:

1. CEM Construction Corporation	\$593,750
2. C.S. Legacy Construction, Inc.	\$1,248,155
3. AP Construction Inc.	\$1,552,270

Upon review of the CEM Construction Corporation bid proposal, staff determined that the bid schedule has multiple computation errors. In addition, CEM Construction Corporation submitted a letter on May 12, 2021 requesting to withdraw their bid (Attachment A).

Therefore, the lowest responsible and responsive bid for this project is in the amount of \$1,248,155 from C.S. Legacy Construction, Inc. Staff verified the bid proposal, state contractor's license, and required bid documents. C.S. Legacy Construction Inc. has successfully performed similar construction projects for the City of Paramount. In fact, C.S. Legacy Construction, Inc. was the construction company that was awarded the bid and constructed the two bus shelters for the downtown area in 2016.

Initially, a portion of the project was budgeted in this current Fiscal Year and the remainder in the next Fiscal Year (ie. FY 2021-22). However, to achieve better pricing through

economies of scale, we are combining both phases of the project into one. Funding from the current year will be carried over into next year. The project funding comes from two sources: General Fund and Proposition A Transit Funds. Since the project requires funding from next Fiscal Year, the project will commence only after City Council approval of the Fiscal Year 2021-22 budget.

RECOMMENDED ACTION

It is recommended that the City Council award the contract for the Replacement/Renovation of City Bus Shelters located throughout the City to C.S. Legacy Construction, Inc., Chino, California, in the amount of \$1,248,155 and authorize the Mayor or her designee to execute the agreement.

ATTACHMENT A



1412 Espanol Ave.
Montebello, CA 90640
O: 323 5971084
F: 562 381-9129
Lic. # 951234

May 12, 2021

Attention: Mr. Rafael Casillas
City Engineer
City of Paramount

Subject: Bid Relief Due to Clerical Error
Renovation of City Bus Shelters FY 2021-2022

Dear Mr. Rafael Casillas

On Wednesday, May 11, 2021 the City of Paramount publicly opened and published a total of four (3) bids for the above subject project. The low three (3) bids were as follows:

(1) CEM Construction Corp.	\$593,250.00
(2) CS Legacy	\$1,248,155.00
(3) AP Con	\$1,152,270.00

Upon hearing the vast difference in the bid results between our firm and the 2nd bidder, our firm immediately began reviewing our in-house bidding forms and figures used to arrive at the total bid amount. It was at this time that it became apparent that we inadvertently made a clerical error when adding up the numbers and transferring them to the bid proposal.

A unit bid amount for lump sum of \$75,000 for "Bus Stop Site Furnishings" was used. Since cost was in lumps sum we had broken up the furnishings into the 3 conditions stated on L0.02. For lump sum bid schedule A, item bus stop site furnishings had 2 condition A and condition B. When transferring our values for both into the lump sum, we should have inadvertently neglected to transfer/added that amount (\$270,000.00) from our working papers to our lump sum Bus Stop Site Furnishings, for a total Bid item unit cost of (\$270,000+\$75,000 = \$345,000.00), hence resulting in a bid approximately \$345,000.00.

This firm regretfully requests that our bid be withdrawn from this project and that our bid bond be returned in accordance with Section 5101 and 5103 of the Public

Contracts Code. Pursuant to California Public Contract Code 5103, CEM Construction Corp. has represented the following:

(A)-A mistake was made

(B)-We gave the City of Paramount written notice within five days after the opening of the bids of the mistake, specifying how the mistake occurred.

(C)-The mistake made the bid materially different than our firm intended it to be

(D)-The mistake was made in filling out the bid and not due to error in judgement or to carelessness in inspecting the site of the work, or in reading the plans or specifications.

Our firm apologizes for any inconveniences this may have caused and we appreciate your understanding.

Please contact our office with any concerns regarding this matter.

Respectfully,

CEM Construction

A handwritten signature in blue ink, reading "Emigdio Carrillo Jr.", is positioned above a horizontal line.

Emigdio Carrillo Jr., M.S., P.E.
Project Engineer
CEM Construction
P: 562 708 0016
emigdioc@cem-construction.com

Emailed

JUNE 22, 2021

PUBLIC SAFETY SERVICE AGREEMENTS – FISCAL YEAR 2021-2022

- ALL CITY MANAGEMENT SERVICES, INC. – SCHOOL CROSSING GUARD SERVICES
- DAVID BEIGHTON – DETECTIVE BUREAU CONSULTANT
- LOS ANGELES COUNTY DISTRICT ATTORNEY – STRATEGIES AGAINST GANG ENVIRONMENTS (SAGE)

MOTION IN ORDER:

APPROVE AND AUTHORIZE THE MAYOR OR CITY MANAGER TO ENTER INTO AGREEMENTS WITH ALL CITY MANAGEMENT SERVICES, INC., DAVID BEIGHTON AND THE COUNTY OF LOS ANGELES.

MOTION:

MOVED BY: _____

SECONDED BY: _____

[] APPROVED

[] DENIED

ROLL CALL VOTE:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____



To: Honorable City Council
From: John Moreno, City Manager
By: Adriana Lopez, Public Safety Director
Maggie Matson, Assistant Public Safety Director
Date: June 22, 2021

Subject: PUBLIC SAFETY SERVICE AGREEMENTS – FISCAL YEAR 2021-2022

Included in the Fiscal Year 2021-2022 Budget are service agreements with the following agencies:

- All City Management Services, Inc. – School Crossing Guard Services
- David Beighton – Detective Bureau Consultation Services
- Los Angeles County District Attorney – Strategies Against Gang Environments (SAGE)

These agreements (attached) allow the City of Paramount to continue providing these critical public safety services to the community through the above agencies.

RECOMMENDED ACTION

It is recommended that the City Council approve and authorize the Mayor or City Manager to enter into agreements with All City Management Services, Inc., David Beighton and the County of Los Angeles.



AGREEMENT FOR CROSSING GUARD SERVICES

This AGREEMENT FOR CROSSING GUARD SERVICES (the "Agreement") is dated July 1, 2021 and is between the CITY OF PARAMOUNT (hereinafter called the "City"), and ALL CITY MANAGEMENT SERVICES, INC., a California corporation (hereinafter called the "Contractor").

WITNESSETH

The parties hereto have mutually covenanted and agreed as follows:

1. This Agreement is for a period which commences on no later than July 1, 2021 and ends on June 30, 2022 and for such term thereafter as the parties may agree upon by written amendment to this contract. Service shall begin on a best availability basis until such a time as Contractor has hired, trained and deployed Crossing Guards to all sites requested by the City. City agrees to provide site locations for Contractor to then assign and deploy Crossing Guards. Contractor shall assume liability for only those sites agreed to by both Contractor and the City by written amendment stating effective date of assignment.
2. The Contractor will provide personnel equipped and trained in appropriate procedures for crossing pedestrians in marked crosswalks. Such personnel shall be herein referred to as a "Crossing Guard". Contractor will perform criminal background checks and confirm employment eligibility through E-Verify on all prospective personnel. The Contractor is an independent contractor and the Crossing Guards to be furnished by it shall at all times be its employees and not those of the City.
3. The City's representative in dealing with the Contractor shall be designated by the City of Paramount.
4. The City shall determine the locations where Crossing Guards shall be furnished by the Contractor. The Contractor shall provide at each designated location personnel properly trained as herein specified for the performance of duties as a Crossing Guard. The Contractor shall provide supervisory personnel to see that Crossing Guard activities are taking place at the required places and times, and in accordance with the terms of this Agreement.
5. The Contractor shall maintain adequate reserve personnel to be able to furnish alternate Crossing Guards in the event that any person fails to report for work at the assigned time and location and agrees to provide immediate replacement.
6. In the performance of its duties the Contractor and all employees of the Contractor shall conduct themselves in accordance with the conditions of this Agreement and all applicable laws of the state in which the Services are to be performed.

7. Persons provided by the Contractor as Crossing Guards shall be trained in all applicable laws of the state in which the Services are to be performed pertaining to general pedestrian safety in school crossing areas.
8. Crossing Guard Services (the “Services”) shall be provided by the Contractor at the designated locations on all days in which school is in session in the area under City’s jurisdiction. The Contractor also agrees to maintain communication with the designated schools to maintain proper scheduling.
9. The Contractor shall provide all Crossing Guards with apparel by which they are readily visible and easily recognized as Crossing Guards. Such apparel shall be uniform for all persons performing the duties of Crossing Guards and shall be worn at all times while performing said duties. This apparel must be appropriate for weather conditions. The Contractor shall also provide all Crossing Guards with hand-held Stop signs and any other safety equipment which may be necessary.
10. The Contractor shall at all times provide workers' compensation insurance covering its employees and shall provide and maintain liability insurance for Crossing Guard activities. The Contractor will provide to the City a Certificate of Insurance naming the City and its officials, officers and employees as additional insureds. Such insurance shall include commercial general liability with a combined single limit of not less than \$1,000,000.00 per occurrence and in aggregate for property damage and bodily injury. Such insurance shall be primary with respect to any insurance maintained by the City and shall not call on the City's insurance contributions. Such insurance shall be endorsed for contractual liability and personal injury and shall include the City, its officers, agents and interest of the City. Such insurance shall not be canceled, reduced in coverage or limits or non-renewed except after thirty (30) days written notice has been given to the City.
11. Contractor agrees to defend, indemnify and hold harmless the City, its officers, employees, agents and representatives, from and against any and all actions, claims for damages to persons or property, penalties, obligations or liabilities (each a “Claim” and collectively, the “Claims”) that may be asserted or claimed by any person, firm, entity, corporation, political subdivision or other organization arising out of the sole negligent acts or omissions, or willful misconduct, of Contractor, its agents, employees, subcontractors, representatives or invitees.
 - a) Contractor will defend any action or actions filed in connection with any of said claims, damages, penalties, obligations or liabilities and will pay all costs and expenses including attorney's fees incurred in connection herewith.
 - b) In the event the City, its officers, agents or employees is made a party to any action or proceeding filed or prosecuted against Contractor for such damages or other claims arising out of or in connection with the sole negligence of Contractor hereunder, Contractor agrees to pay City, its officers, agents, or employees, any and all costs and expenses incurred by the City, its officers agents or employees in such action or proceeding, including, but not limited to, reasonable attorney's fees.
 - c) In the event that a court determines that liability for any Claim was caused or contributed to by the negligent act or omission or the willful misconduct of City, liability will be apportioned between Contractor and City based upon the parties’ respective degrees of culpability, as determined by the court, and Contractor’s duty to indemnify City will be limited accordingly.

12. Either party shall have the right to terminate this Agreement by giving sixty (60) days written notice to the other party.
13. The Contractor shall not have the right to assign this Agreement to any other person or entity except with the prior written consent of the City.
14. The City agrees to pay the Contractor for the Services rendered pursuant to this Agreement the sum of Twenty-two Dollars and Sixty-seven Cents (**\$22.67**) per hour, per Crossing Guard during the term. Based on a minimum of twenty-one (21) sites and upon a projected (12,645) hours of service the cost shall not exceed Two Hundred Eighty-six Thousand, Six Hundred and Sixty-two Dollars (\$286,662.00) per year.
15. Payment is due within thirty (30) days of receipt of Contractor's properly prepared invoice.
16. Contractor may request a price increase during the term as a result of any legally-mandated increases in wages or benefits imposed in the state or municipality in which the Services are to be performed and to which Contractor's employees would be subject. Contractor shall provide City with 60 days-notice of its request to increase pricing. City agrees to review and respond to said notice within 30 days of receipt.
17. The City shall have an option to renew this Agreement. In the event this Agreement is extended beyond the end of the term set forth above, the compensation and terms for the Services shall be established by mutual consent of both parties.
18. This Agreement constitutes the complete and exclusive statement of the agreement among the parties with respect to the subject matter hereof and supersedes all prior written or oral statements among the parties, including any prior statements, warranties, or representations. This Agreement is binding upon and will inure to the benefit of the parties hereto and their respective heirs, administrators, executors, successors, and assigns. Each party hereto agrees that this Agreement will be governed by the law of the state in which the Services are to be performed, without regard to its conflicts of law provisions. Any amendments, modifications, or alterations to this Agreement must be in writing and signed by all parties. There will be no presumption against any party on the ground that such party was responsible for preparing this Agreement or any part of it. Each provision of this Agreement is severable from the other provisions. If any provision of this Agreement is declared invalid or contrary to existing law, the inoperability of that provision will have no effect on the remaining provisions of the Agreement which will continue in full force and effect.

[SIGNATURES FOLLOW ON NEXT PAGE]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year written below.

CITY

CONTRACTOR

City of Paramount

All City Management Services, Inc.

By _____
Brenda Olmos, Mayor

By _____
D. Farwell, Corporate Secretary

Date _____

Date _____

CITY OF PARAMOUNT

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT is made and effective as of July 1, 2021, between the City of Paramount, a municipal corporation ("City") and, David Beighton ("Consultant"). In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

1. TERM

- A. This Agreement shall be effective July 1, 2021 and shall terminate on June 30, 2022.
- B. City may, without cause, terminate this Agreement at any time prior to June 30, 2022. Notice shall be complete when delivered in person or by facsimile or when received by mail, whichever is earlier. Termination shall be effective immediately upon notice, as described herein, unless a longer period of time is specified in the notice.
- C. In the event this Agreement is terminated by City, Consultant shall be paid the value of services performed pursuant to this Agreement prior to the effective date of termination, less the amount of any payments previously made.

2. SERVICES

Subject to the terms of this Agreement, Consultant shall perform the scope of work identified in Exhibit "A" attached hereto and incorporated herein by this reference. This includes, but is not limited to providing personnel and resources to provide all professional services necessary for City. If there is any conflict between Exhibit "A" and this Agreement, the provisions of this Agreement shall prevail.

3. PERFORMANCE

Consultant shall at all times faithfully, competently and to the best of his/her ability, experience, and talent, perform all tasks described herein. Consultant shall employ, at a minimum, generally accepted standards and practices utilized by persons engaged in providing similar services as are required of Consultant hereunder in meeting its obligations under this Agreement. Consultant represents it is skilled in the professional calling necessary to perform the services and duties agreed to hereunder by Consultant and City relies upon the skills and knowledge of Consultant.

Consultant shall perform such services and duties consistent with the standards generally recognized as being employed by professionals performing similar service in the State of California.

4. **CITY MANAGEMENT**

The City's Public Safety Director shall represent City in all matters pertaining to the administration of this Agreement and shall review and approve all services submitted by Consultant. The Public Safety Director is authorized to execute all necessary documents.

5. **PAYMENT**

- (a) The City agrees to pay Consultant \$50 per hour not to exceed \$40,000 for the total term of the agreement, in accordance with the payment rates and terms and the schedule of payment as set forth in Consultant's proposal, Exhibit "B", attached hereto and incorporated herein by reference as if fully set forth herein.
- (b) Consultant shall not be compensated for any services rendered in connection with its performance of this Agreement, which are in addition to those set forth herein, unless such additional services are authorized in advance and in writing by the City Manager; provided, however, the City Manager may approve additional work not to exceed ten percent (10%) of the amount of the Agreement but not to exceed ten-thousand dollars (\$10,000). Consultant shall not be compensated for any additional services in the amounts greater than that authorized herein by the City Manager unless agreed to by the City Council.
- (c) Consultant will submit invoices for services based on the schedule of payment as set forth in Exhibit "B". Invoices shall be submitted on a bi-weekly basis for services provided. If the City disputes any of Consultant's fees it shall give written notice to Consultant within two (2) weeks of receipt of an invoice of any disputed fees set forth on the invoice.

6. **SUSPENSION OR TERMINATION OF AGREEMENT WITHOUT CAUSE**

- (a) The City may at any time, for any reason, with or without cause, suspend or terminate this Agreement, or any portion hereof, by serving upon the Consultant at least thirty (30) days prior written notices. Upon receipt of said notice, the Consultant shall immediately cease all work under this Agreement, unless the notice provides otherwise. If the City suspends or terminates a portion of this Agreement such suspension or termination shall not make void or invalidate the remainder of this Agreement.

- (b) In the event this Agreement is terminated pursuant to this Section, the City shall pay the Consultant for services up to the date of termination based on the schedule of payment as set forth in Exhibit "B". Upon termination of the Agreement pursuant to this Section, the Consultant will submit an invoice to the City pursuant to Section 5.

7. **DEFAULT OF CONSULTANT**

- (a) The Consultant's failure to comply with the provisions of this Agreement shall constitute a default. In the event that Consultant is in default for cause under the terms of this Agreement, City shall have no obligation or duty to continue compensating Consultant for any work performed after the date of default and can terminate this Agreement immediately by written notice to the Consultant. If such failure by the Consultant to make progress in the performance of work hereunder arises out of causes beyond the Consultant's control, and without fault or negligence of the Consultant, it shall not be considered a default.
- (b) If the Public Safety Director or her designee determines that the Consultant is in default in the performance of any of the terms or conditions of this Agreement, she shall cause to be served upon the Consultant a written notice of the default. The Consultant shall have ten (10) days after service upon it of said notice in which to cure the default by rendering a satisfactory performance. In the event that the Consultant fails to cure its default within such period of time, the City shall have the right, notwithstanding any other provision of this Agreement, to terminate this Agreement without further notice and without prejudice to any other remedy to which it may be entitled at law, in equity or under this Agreement.

8. **OWNERSHIP OF DOCUMENTS**

All documents prepared or obtained under this Agreement including electronic media shall be delivered to, and shall become the property of the City.

9. **INDEMNIFICATION BY CONSULTANT**

- A. All officers, agents, employees, sub-Consultants, their agents, officers and employees who are hired by or engaged by Consultant in the performance of this Agreement shall be deemed officers, agents and employees and sub-Consultants of Consultant, and City shall not be liable or responsible to them for anything whatsoever.
- B. Consultant agrees to save, keep, hold harmless and defend City and all of its elected and appointed boards, commissions, officers, employees and agents from all claims, damages, costs or expenses

in law and in equity, including costs of suit and expenses for legal services, that may at any time arise or be claimed because of damage to property or injury to persons, including City, allegedly received or suffered by reason of any wrongful or negligent act or omission on the part of Consultant or any of its agents, officers and employees and sub-Consultants in the performance of this Agreement.

- C. Consultant shall not be deemed to assume any liability for wrongful or negligent acts of City or its officers, agents, employees and sub-Consultants, and City shall defend and hold Consultant harmless against any such claims.
- D. Consultant agrees to defend, indemnify and hold harmless the City, its elected and appointed boards, commissions, officers, employees and agents from all claims, demands, liability fines and penalties made by Consultant's employees from health, retirement or other benefits attributable to services performed pursuant to this Agreement.

10. **INSURANCE REQUIREMENTS**

Consultant shall procure and maintain insurance for the duration of this Agreement against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the work hereunder by Consultant, its agents, representatives, or employees.

A. **Minimum Scope of Insurance**

Coverage shall be at least as broad as:

- 1. Proof of Insurance Coverage covering Automobile Liability,
- 2. Workers' compensation insurance as required by the State of California and employer's liability insurance.

B. **Minimum Limits of Insurance**

Consultant shall maintain limits no less than:

- 1. Automobile Liability: \$500,000 per accident for bodily injury and property damage.

C. **Deductibles and Self-Insured Retentions**

Any deductibles or self-insured retentions must be declared to and approved by the City. At the option of the City, the City may require the insurer to reduce or eliminate such deductibles or self-insured

retentions as respects the City, its officers, officials, employees and volunteers; or the City may require Consultant to procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

D. Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best's rating of an "A-" Policyholder's Rating, and a Financial Rating of at least Class VIII, or better, in accordance with the most current A.M. Best Rating Guide.

E. Other Requirements

Consultant shall provide an endorsement to City establishing that City, its elected and appointed boards, commissions, officers, employees and agents have been added as an additional insureds to the General and Automobile liability insurance policies required under this Agreement. The above policy/policies shall also be endorsed to state that coverage shall not terminate, nor shall they be canceled, nor the coverage reduced, until after thirty (30) days written notice is given to the City.

Insurance afforded by the additional insured endorsement shall apply as primary insurance, and other insurance maintained by the City shall be excess only and not contributory with insurance provided under this policy/policies.

F. Verification of Coverage

Consultant shall furnish the City with original certificates and amendatory endorsements affecting coverage. Said policies and endorsements shall conform to the requirements herein stated. All certificates and endorsements are to be received and approved by City **before work commences**. The endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. The endorsements are to be on the standard industry forms, as listed below. City reserves the right to require Consultant's insurers to provide complete, certified copies of all required insurance policies at any time.

Automobile Liability

Form Acceptable to City Attorney

11. **INDEPENDENT CONSULTANT**

- (a) Consultant is and shall at all times remain as to the City a wholly independent Consultant. The personnel performing the services under this Agreement on behalf of Consultant shall at all times be

under Consultant's exclusive direction and control. Neither City nor any of its officers, employees, or agents shall have control over the conduct of Consultant or any of Consultant's officers, employees, or agents, except as set forth in this Agreement. Consultant shall not at any time or in any manner represent that it or any of its officers, employees, or agents are in any manner officers, employees, or agents of the City. Consultant shall not incur or have the power to incur any debt, obligation, or liability whatever against City, or bind City in any manner.

- (b) Neither Consultant, nor any of Consultant's officers, employees or agents, shall obtain any rights to retirement, health care or any other benefits which may otherwise accrue to City's employees. Consultant expressly waives any claim Consultant may have to any such rights.
- (c) City shall not be liable for compensation or indemnification to Consultant for injury or sickness arising out of performing services hereunder.

12. **LEGAL RESPONSIBILITIES**

The Consultant shall keep itself informed of State and Federal laws and regulations which in any manner affect those employed by it or in any way affect the performance of its service pursuant to this Agreement. The Consultant shall at all times observe and comply with all such laws and regulations. The City, and its officers and employees, shall not be liable at law or in equity occasioned by failure of the Consultant to comply with this Section.

13. **RELEASE OF INFORMATION/CONFLICTS OF INTEREST**

- (a) All information gained by Consultant in performance of this Agreement shall be considered confidential and shall not be released by Consultant without City's prior written authorization. Consultant, its officers, employees, agents, or sub-Consultants, shall not without written authorization from the Public Safety Director or unless requested by the City Attorney, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories, or other information concerning the work performed under this Agreement or relating to any project or property located within the City. Response to a subpoena or court order shall not be considered "voluntary" provided Consultant gives City notice of such court order or subpoena.
- (b) Consultant shall promptly notify City should Consultant, its officers, employees, agents, or sub-Consultants be served with any summons, complaint, subpoena, notice of deposition, request for

documents, interrogatories, request for admissions, or other discovery request, court order, or subpoena from any person or party regarding this Agreement and the work performed hereunder or with respect to any project or property located within the City. City retains the right, but has no obligation, to represent Consultant and/or be present at any deposition, hearing, or similar proceeding. Consultant agrees to cooperate fully with City and to provide the opportunity to review any response to discovery requests provided by Consultant. However, City's right to review any such response does not imply or mean the right by City to control, direct, or rewrite said response.

14. **NOTICES**

Any notices which either party may desire to give to the other party under this Agreement must be in writing and may be given either by (i) personal service, (ii) delivery by a reputable document delivery service, such as but not limited to, Federal Express, which provides a receipt showing date and time of delivery, or (iii) mailing in the United States Mail, certified mail, postage prepaid, return receipt requested, addressed to the address of the party as set forth below or at any other address as that party may later designate by notice:

To City:	City of Paramount Attention: Public Safety Director 16400 Colorado Avenue Paramount, California 90723
----------	--

To Consultant:	David Beighton 1304 S. Oakhaven Drive Anaheim, California 92804
----------------	---

15. **ASSIGNMENT**

The Consultant shall not assign the performance of this Agreement, nor any part thereof, nor any monies due hereunder, to any sub-Consultant without prior written consent of the City. Such written consent shall not be unreasonably withheld.

16. **LICENSES**

At all times during the term of this Agreement, Consultant shall have in full force and effect, all licenses required of it by law for the performance of the services described in this Agreement.

17. **GOVERNING LAW**

The City and Consultant understand and agree that the laws of the State of California shall govern the rights, obligations, duties, and liabilities of

the parties to this Agreement and also govern the interpretation of this Agreement. Any litigation concerning this Agreement shall take place in the municipal, superior, or federal district court with jurisdiction over the City of Paramount.

18. **ENTIRE AGREEMENT**

This Agreement contains the entire understanding between the parties relating to the obligations of the parties described in this Agreement. All prior or contemporaneous agreements, understandings, representations, and statements, oral or written, are merged into this Agreement and shall be of no further force or effect. Each party is entering into this Agreement based solely upon the representations set forth herein and upon each party's own independent investigation of any and all facts such party deems material.

19. **SEVERABILITY**

The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of the other provisions of this Agreement.

20. **CONTENTS OF PROPOSAL**

Consultant is bound by the contents of the proposal submitted by the Consultant, Exhibit "A" hereto.

21. **ATTORNEY'S FEES**

If any action at law or suit in equity, including an action for declaratory relief, is brought by either party with respect to this Agreement, the prevailing party shall be entitled to reasonable attorney's fees, in addition to any other relief to which it may be entitled, and such amount may be added to, and made a part of, such judgment.

22. **AUTHORITY TO EXECUTE THIS AGREEMENT**

The person or persons executing this Agreement on behalf of Consultant warrants and represents that he/she has the authority to execute this Agreement on behalf of the Consultant and has the authority to bind Consultant to the performance of its obligations hereunder.

23. **WAIVER**

The waiver by either party of a breach by the other of any provision of this agreement shall not constitute a continuing waiver or a waiver of any subsequent breach of either the same or a different provision of this agreement.

24. **AMENDMENTS**

This Agreement may be modified or amended only by a written document executed by both Consultant and the Public Safety Director and approved as to form by the City Attorney; otherwise by the City Manager. Such document shall expressly state that it is intended by the parties to amend the terms and conditions of this Agreement.

25. **COUNTERPARTS**

This Agreement may be executed in multiple identical counterparts, each of which shall be deemed an original, but all of which together will constitute one and the same instrument but the parties agree that the Agreement on file in the Office of City's City Clerk is the version of the Agreement that shall take precedent should any differences exist among counterparts of the document.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year first above written.

CITY OF PARAMOUNT

DAVID BEIGHTON

By: _____
Brenda Olmos, Mayor

By: _____

ATTEST:

By: _____
Heidi Luce, City Clerk

APPROVED AS TO FORM:

By: _____
John E. Cavanaugh, City Attorney

EXHIBIT A

TASKS TO BE PERFORMED

The Consultant will interface with detectives to conduct witness interviews, gather intelligence, and prepare criminal filing packets on active criminal investigations. He will also provide investigative oversight to field deputies, special assignment officers, and school resource deputies. He has access to, and is proficient in the use of, all State databases, which enables him to access criminal background information, DMV information, gun registration records, etc.

The Consultant will assist the Detective Bureau Sergeant with data entry and accounting in L.A.R.C.I.S., the County's case tracking data base. He will on a regular basis review Paramount's crime reports and make an assessment as to whether or not they are workable and should be assigned to a detective for follow-up. The Consultant will also be available to handle walk-in and phone-in inquiries from the public related to Detective Bureau matters.

EXHIBIT B

PAYMENTSCHEDULE

July 8, 2021
July 22, 2021
August 5, 2021
August 19, 2021
September 2, 2021
September 16, 2021
September 30, 2021
October 14, 2021
October 28, 2021
November 10, 2021
November 24, 2021
December 9, 2021
December 22, 2021
January 6, 2022
January 20, 2022
February 3, 2022
February 17, 2022
March 3, 2022
March 17, 2022
March 31, 2022
April 14, 2022
April 28, 2022
May 12, 2022
May 26, 2022
June 9, 2022
June 23, 2022

**CITY OF PARAMOUNT- LOS ANGELES COUNTY AGREEMENT
STRATEGIES AGAINST GANG ENVIRONMENTS (SAGE) PROGRAM
ONE-YEAR EXTENSION
FOR THE PERIOD JULY 1, 2021 THROUGH JUNE 30, 2022**

The Agreement between the City of Paramount (City) and the County of Los Angeles District Attorney's Office (DA) was executed on August 7, 2018, for the period of July 1, 2018 through June 30, 2019. The DA's Office provides one Deputy District Attorney (DDA) to implement SAGE Program services within the City.

Section 2.0 of the Agreement allows the services to be extended annually for up to four additional one-year periods upon mutual agreement of both parties. It is the intention of both parties to exercise the third option and extend the Agreement for the period covering July 1, 2021 through June 30, 2022.

The cost for services provided by this Agreement, as stated in section 5.0, is limited to the actual salary and employee benefits (EB) rate, including any increases, approved by the County of Los Angeles Board of Supervisors for District Attorney staff. The enclosed budget reflects the current salary, bar dues, education bonus, and employee benefits rate in effect for the fiscal year 2021-22 for one DDA, whose services are to be shared equally between the City of Paramount and the City of Bellflower. The District Attorney will enter into a separate extension with the City of Bellflower to reflect the equal sharing of the services and costs for the DDA. The City's share of the cost of services during the one-year extension is estimated to be \$142,259 for the City, with the same cost estimated for the City of Bellflower. This estimated amount, mutually acceptable to both parties, will be payable by the City to the DA for the services of one DDA who will continue the SAGE Program in the City as specified in the current Agreement.

The Honorable Mayor of Paramount and the District Attorney authorize the extension of the Agreement between the City of Paramount and the County of Los Angeles for the period of July 1, 2021 through June 30, 2022 as indicated by the authorized signatures below.

Brenda Olmos, Mayor
CITY OF PARAMOUNT

George Gascón, District Attorney
COUNTY OF LOS ANGELES

Date

Date

JUNE 22, 2021

ORAL REPORT

UPDATE ON SUMMER SPECIAL EVENTS AND COUNTY HEALTH
GUIDELINES



To: Honorable City Council

From: John Moreno, City Manager

By: David Johnson, Community Services Director

Date: June 22, 2021

Subject: UPDATE ON SUMMER SPECIAL EVENTS AND COUNTY HEALTH GUIDELINES

This oral report will provide a summary of the upcoming Summer Special Events following County health guidelines.

JUNE 22, 2021

ORAL REPORT

REVIEW OF STAR AFTER SCHOOL PROGRAM EARTH DAY
ACTIVITIES



To: Honorable City Council

From: John Moreno, City Manager

By: David Johnson, Community Services Director

Date: June 22, 2021

Subject: REVIEW OF STAR AFTER SCHOOL PROGRAM EARTH DAY ACTIVITIES

This year, the City celebrated Earth Day at our STAR After School Program with a variety of activities. This oral report will provide a summary of some activities that took place during the celebration of Earth Day.