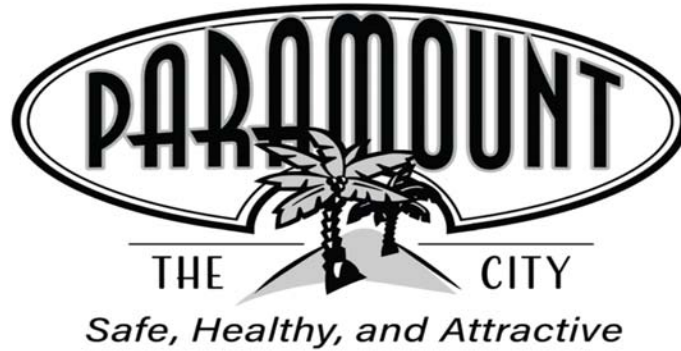




APPROVED BUDGET

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

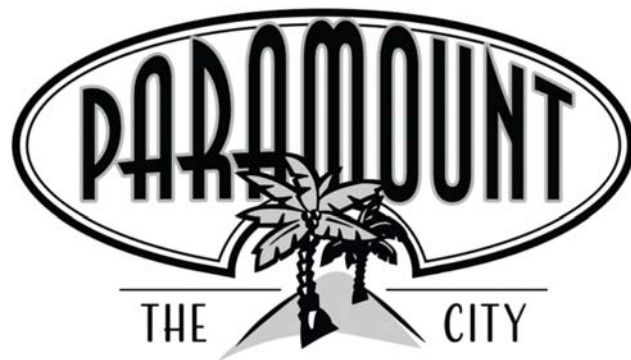
The City of Paramount was incorporated January 30, 1957, under the general laws of the State of California and enjoys all the rights and privileges pertaining to "General Law" cities. The City operates under a Council-Manager form of government and is considered a "contract city" since it provides some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

FY 2022 Approved Budget

Additional items below were presented by Karina Liu (Finance Director) and approved by City Council on June 22, 2021:

- Changes made to FY 2021 budget since budget was presented on June 8:
 - Decrease in SEAACA delinquent canvass: \$13,500 (GF)
 - Increase in Sheriff's special event: \$15,000 (GF)
 - Increase in CIP 9131: \$27,000 (Measure R)
 - Increase in CIP 9172 utility art: \$6,000 (Public Art)
 - Increase in CIP 9116 Well #16: \$80,000 (Water)
 - General Fund Surplus: \$648,950

- Changes made to FY 2022 budget since budget was presented on June 8:
 - Increase City Council membership: \$600 (GF)
 - Addition of PT minimum wage study: \$10,000 (GF)
 - Increase in Public Safety S&B: \$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 in CIP 9131: \$27,000 (Measure R)
 - Decrease in CIP 9116: \$80,000 (Water)
 - Increase in Miscellaneous revenues: \$80,000 (GF)
 - General Fund Surplus: \$1,100



Safe, Healthy, and Attractive

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THE CITY

Safe, Healthy, and Attractive

BUDGET SUMMARIES

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

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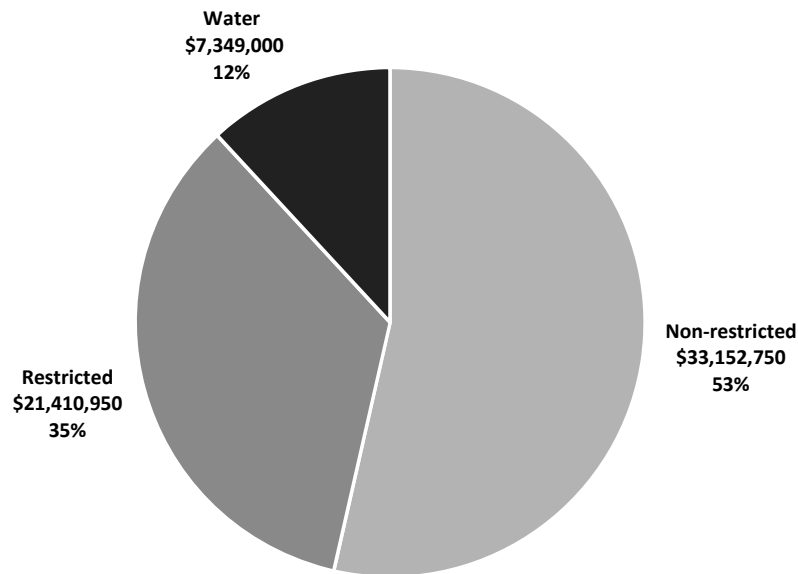
Revenue Summary

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

Revenue Source	FY 2021 Final Budget	% of Total	FY 2022 Approved Budget	% of Total
Non-Restricted Revenue				
Taxes	\$ 22,412,850	41.31%	22,845,000	36.91%
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	11.87%
Current Charges for Services	507,500	0.94%	338,000	0.55%
Miscellaneous Revenue-Reimbursements	1,075,000	1.98%	950,000	1.53%
Miscellaneous Revenue-Other	1,167,000	2.15%	490,000	0.79%
Total Non-Restricted Revenue	33,793,250	62.30%	33,152,750	53.56%
Restricted Revenue				
American Rescue Plan Act (ARPA)	-	0.00%	875,650	1.41%
Community Development Block Grant	732,800	1.35%	1,165,950	1.88%
CDBG CARES Act	859,350	1.58%	75,950	0.12%
HOME Investment Partnership Act	213,350	0.39%	404,900	0.65%
After School Education and Safety	2,178,350	4.02%	2,117,250	3.42%
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	1.72%
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	15.90%
Equipment Replacement	5,300	0.01%	5,300	0.01%
Subtotal Restricted Revenue	12,996,600	23.98%	21,410,950	34.57%
Paramount Municipal Water	7,443,500	13.72%	7,349,000	11.87%
Total Restricted Revenue	20,440,100	37.70%	27,884,300	46.44%
Grand Total - All Revenue	\$ 54,233,350	100.00%	61,912,700	100.00%

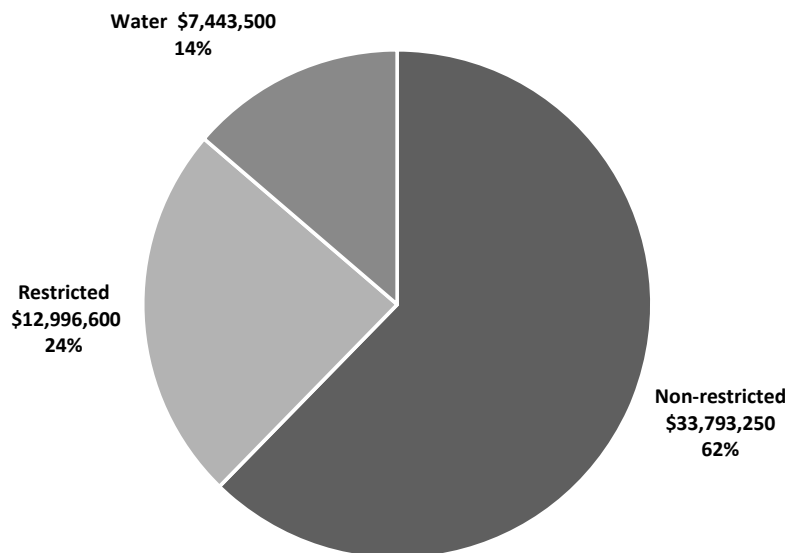
Fiscal Year 2022 Revenue Summary

\$ 61,912,700



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	170,250	-	365,900
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	239,750	-	1,828,000
Finance	1,855,100	517,800	125,050	2,497,950
Total General Government	<u>4,610,150</u>	<u>1,869,750</u>	<u>127,050</u>	<u>6,606,950</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	3,002,450	10,711,500	110,000	13,823,950
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>\$ 18,455,250</u>	<u>31,012,950</u>	<u>1,138,300</u>	<u>50,606,500</u>
Total Capital Project Expenditures				<u>21,999,850</u>
Grand Total - All Expenditures			<u>\$</u>	<u>72,606,350</u>

Sources and Uses of Funds

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

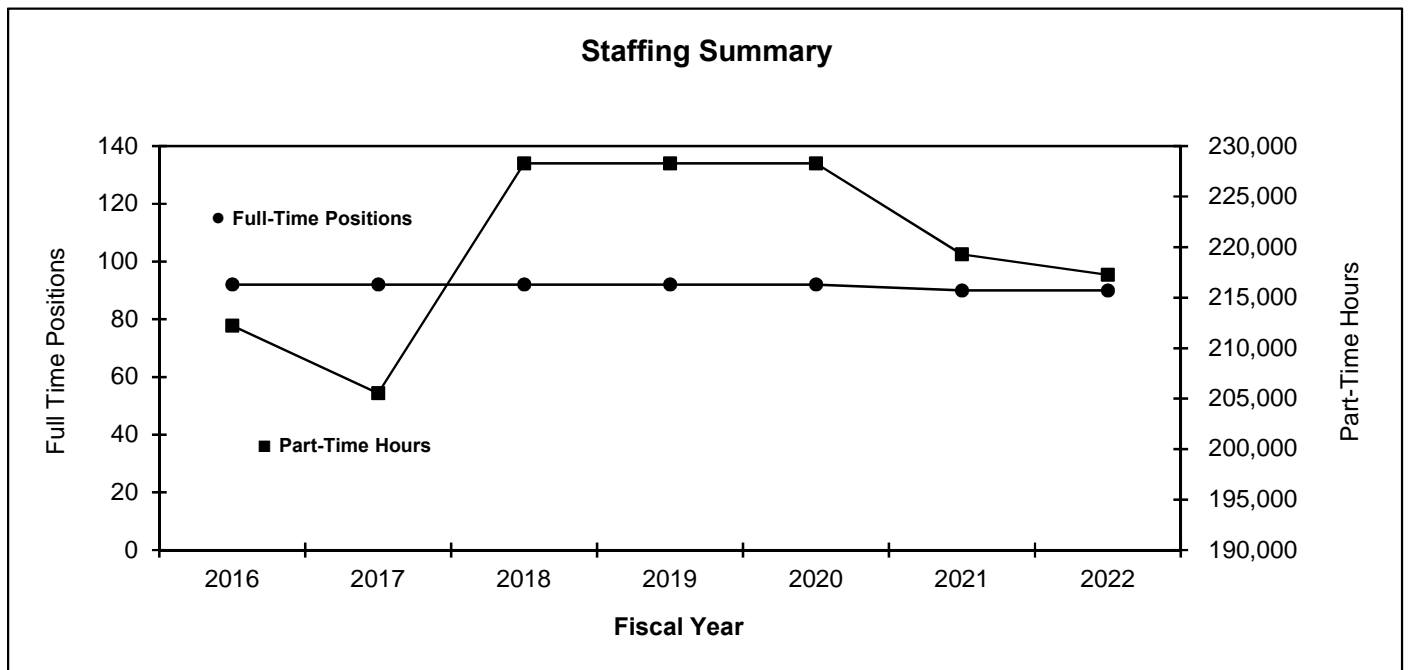
	Non- Restricted Funds	Restricted/ Assigned Funds	Water Funds	Total All Funds
Sources				
Estimated Beginning Balance *	\$ 13,482,400	16,132,950	2,078,250	31,693,600
Estimated Revenues	33,152,750	21,410,950	7,349,000	61,912,700
Loan Proceeds	-	-	2,090,000	2,090,000
Depreciation	-	150,000	1,000,000	1,150,000
Principal Payments	-	-	317,700	317,700
Estimated Funds Available	46,635,150	37,693,900	12,834,950	97,164,000
Uses - Operations				
City Council/Commissions	362,800	-	3,100	365,900
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	1,752,150	75,850	-	1,828,000
Finance	3,422,750	535,900	599,500	4,558,150
Planning	2,033,300	1,620,800	-	3,654,100
Public Safety	12,789,300	1,034,650	-	13,823,950
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	30,573,550	8,881,100	11,151,850	50,606,500
Uses - Capital Projects				
Projects for FY 2022	2,578,100	16,731,750	2,690,000	21,999,850
Total Uses - Operations & Capital	33,151,650	25,612,850	13,841,850	72,606,350
Estimated Ending Balance	\$ 13,483,500	12,081,050	(1,006,900)	24,557,650

* 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	13,854
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	217,258

* 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	Approved 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	Approved 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%	480,000	-58.3%
Subtotal	\$ 1,634,885	\$ 1,583,852	\$ 2,242,000	41.6%	\$ 1,440,000	-35.8%
Total Non-Restricted Revenue	\$ 27,791,106	\$ 27,698,469	\$ 33,793,250	22.0%	\$ 33,152,750	-1.9%
Restricted Revenue						
<u>Community Dev. Block Grant</u>						
Allocation	\$ 703,991	\$ 759,557	\$ 732,800	-3.5%	\$ 1,165,950	59.1%
Program Income	1,690	-	-	0.0%	-	0.0%
	\$ 705,681	\$ 759,557	\$ 732,800	-3.5%	\$ 1,165,950	59.1%
<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	Approved 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	Approved 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

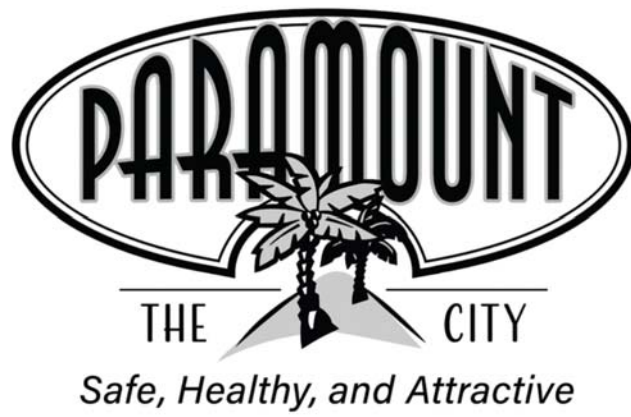
City of Paramount (Excludes Successor Agency and Housing Authority) Fiscal Year 2022 Budget

Revenue Source	Actual FY 2019	Actual FY 2020	Final Budget FY 2021	% Change From Prior Yr	Approved 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 (H	-	-	-	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 Di	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	Approved 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>\$ 21,410,950</u>	<u>64.7%</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>\$ 28,759,950</u>	<u>40.7%</u>
Grand Total - All Revenue	<u>\$ 45,454,246</u>	<u>\$ 45,453,365</u>	<u>\$ 54,233,500</u>	<u>19.3%</u>	<u>\$ 61,912,700</u>	<u>14.2%</u>



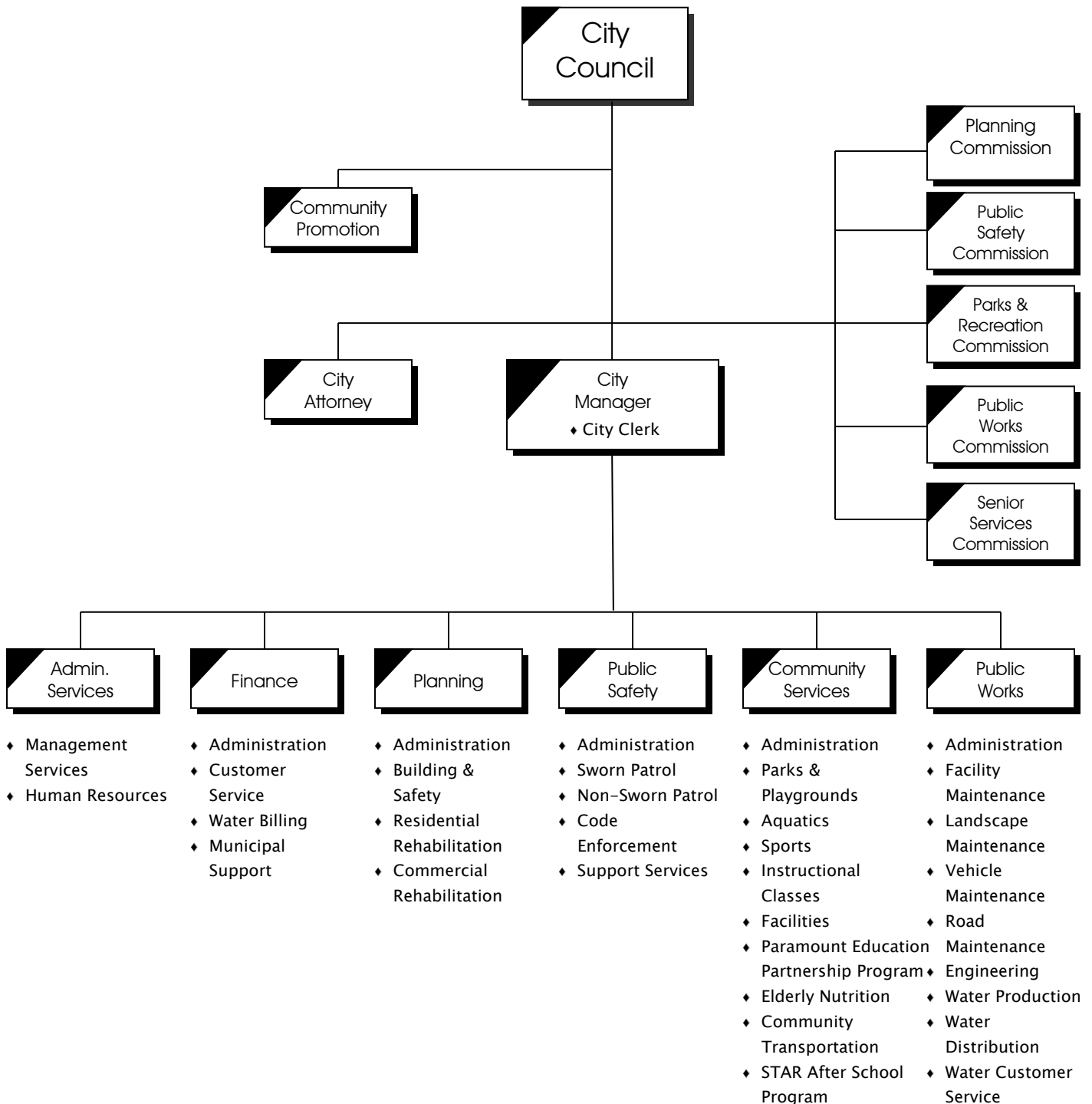
EXPENDITURE DETAIL

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

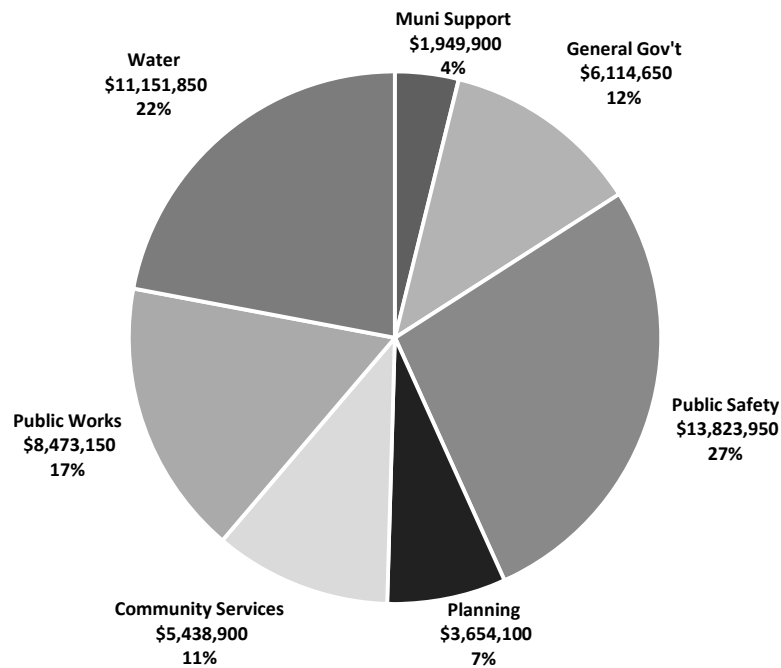
ORGANIZATIONAL CHART

CITY OF PARAMOUNT



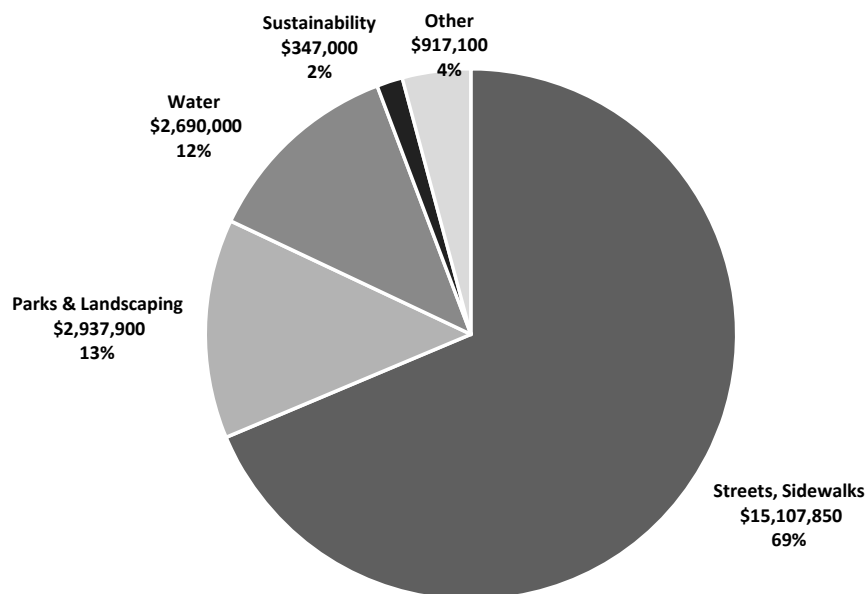
Fiscal Year 2022 Operations

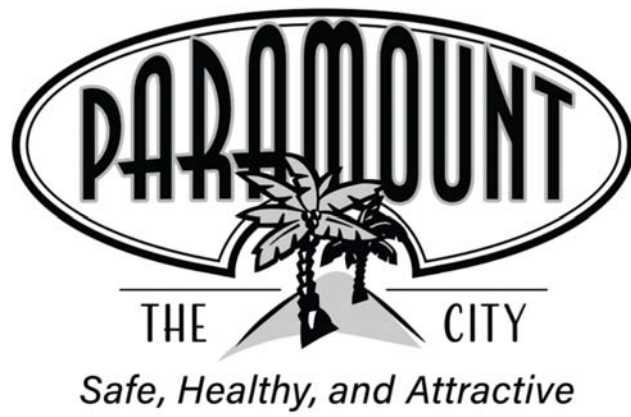
\$ 50,606,500



New and Carryover Capital Improvements

\$ 21,999,850



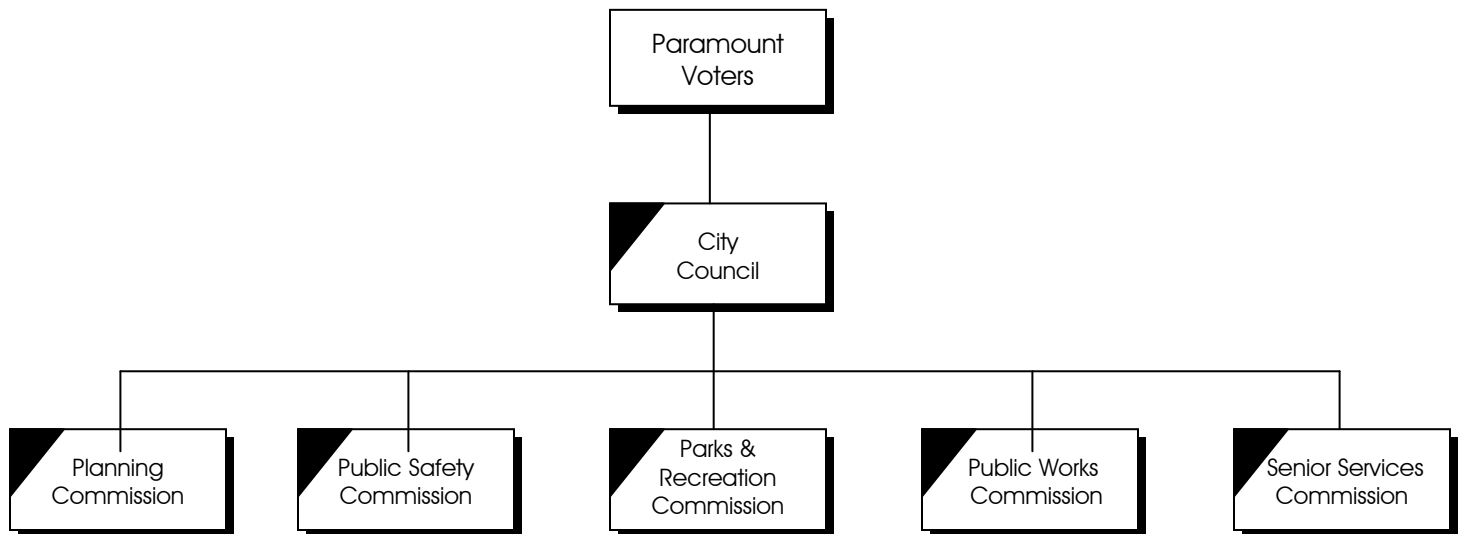


CITY COUNCIL/COMMISSIONS

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.

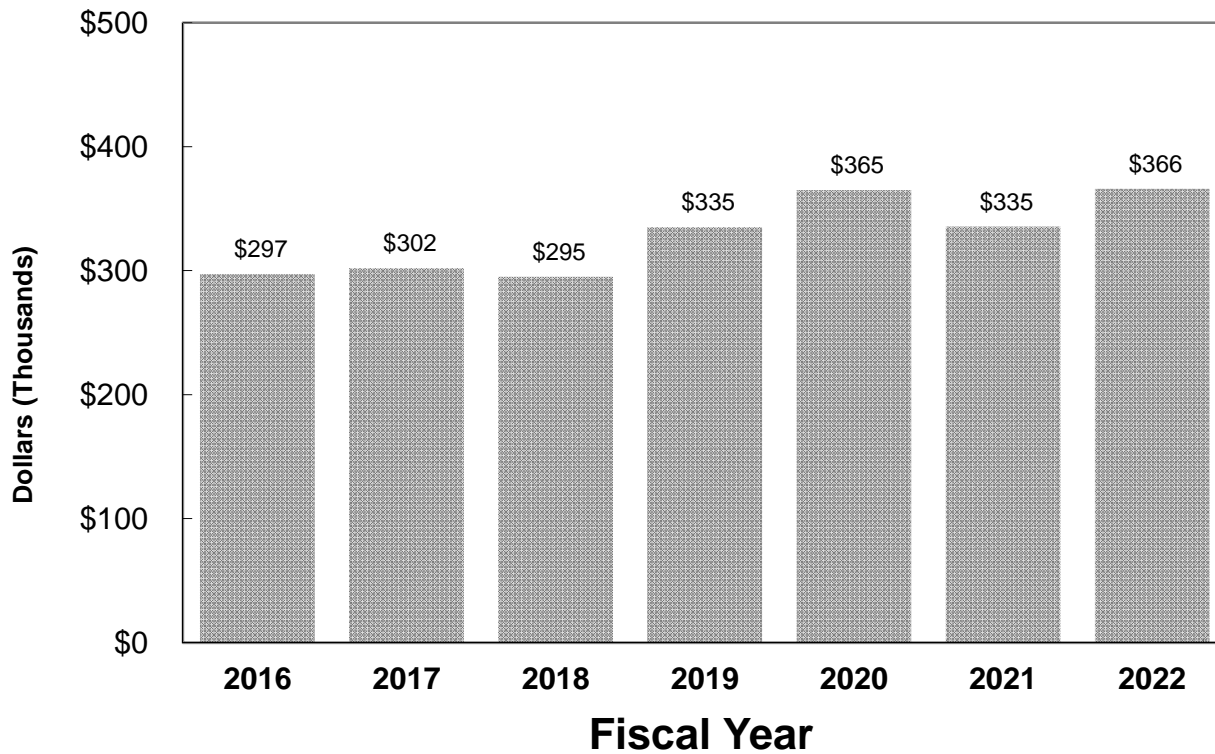
Below is a chart showing the organization of the City Council and its commissions. A department summary combining all activities is shown on the next page. A detailed description of the activity can be found on the following pages.



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	161,600	-	315,200
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>170,250</u>	<u>-</u>	<u>365,900</u>

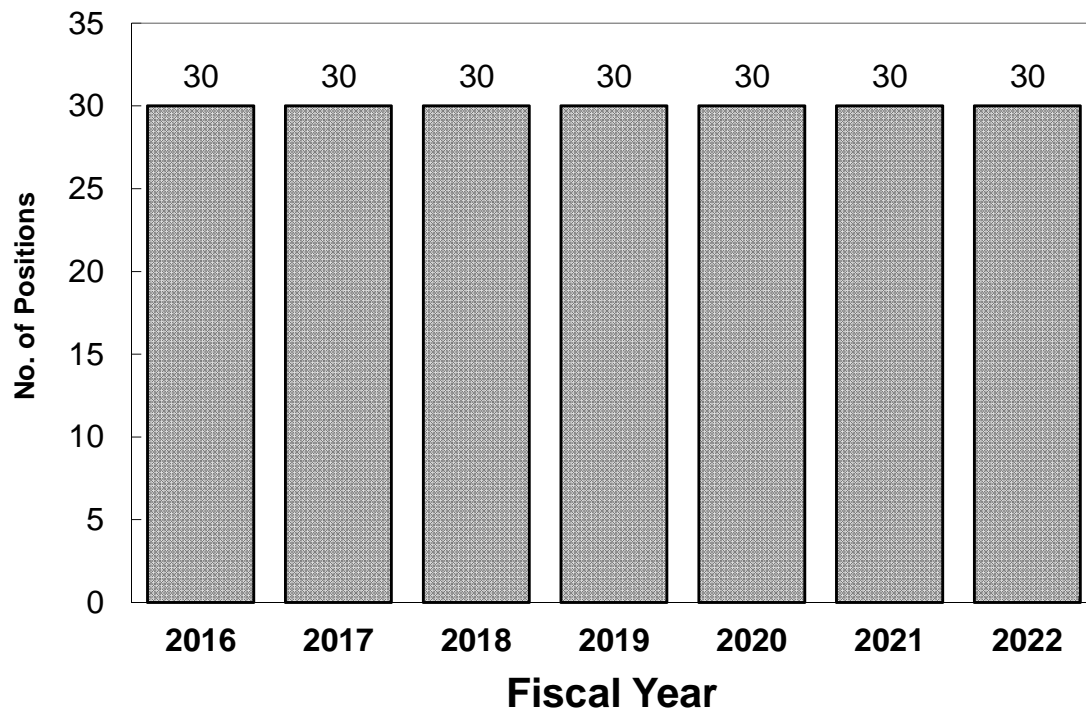
History of Expenditures



CITY COUNCIL/COMMISSIONS

2021-22 POSITION SUMMARY			
<u>Positions</u>	<u>Approved FY 2021</u>	<u>Approved 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	Approved FY 2022
Salaries and Benefits	\$ 154,600	153,600
Maintenance and Operations	140,150	161,600
Capital Outlay	<u>-</u>	<u>-</u>
Division Total	<u>\$ 294,750</u>	<u>315,200</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	Approved 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	56,100
Total Maint/Operations	156,489	140,150	161,600
- Division Total -	\$ 308,558	294,750	315,200

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
Miscellaneous Organization Membership	600
	<u>\$ 56,100</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	Approved 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	Approved 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	Approved 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	Approved 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	Approved 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	Approved 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	Approved 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

	<u>Actual FY 2020</u>	<u>Final FY 2021</u>	<u>Approved FY 2022</u>
Commissioners Pay	\$ 4,100	7,200	8,400
Workers' Compensation	88	100	100
Medicare	<u>59</u>	<u>150</u>	<u>150</u>
Total Salaries/Benefits	<u>4,247</u>	<u>7,450</u>	<u>8,650</u>
- Division Total -	<u>\$ 4,247</u>	<u>7,450</u>	<u>8,650</u>

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	Approved FY 2022
Salaries and Benefits	\$ 3,100	3,100
Maintenance and Operations	-	-
Capital Outlay	-	-
Division Total	<u>\$ 3,100</u>	<u>3,100</u>

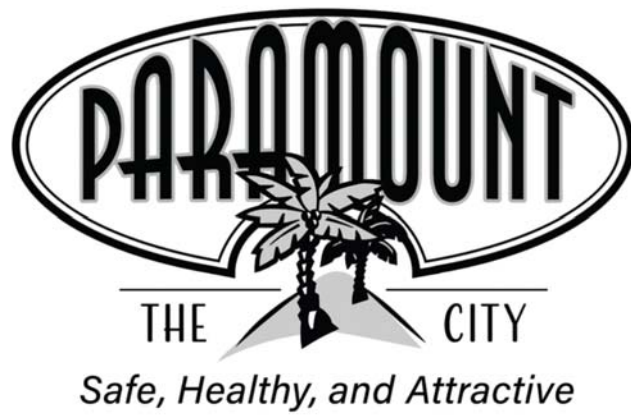
Position Summary

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

	<u>Actual FY 2020</u>	<u>Final FY 2021</u>	<u>Approved FY 2022</u>
Commissioners Pay	\$ 2,800	3,000	3,000
Workers' Compensation	46	50	50
Medicare	<u>41</u>	<u>50</u>	<u>50</u>
Total Salaries/Benefits	<u>2,887</u>	<u>3,100</u>	<u>3,100</u>
- Division Total -	<u><u>\$ 2,887</u></u>	<u><u>3,100</u></u>	<u><u>3,100</u></u>

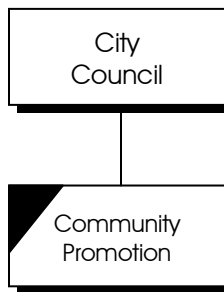


COMMUNITY PROMOTION

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	Approved 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	Approved 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

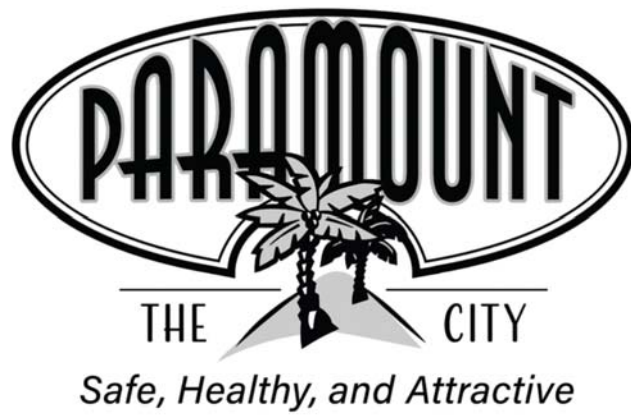
Apples/candy canes	\$ 18,000
Miscellaneous supplies / equipment	14,800
Train upgrades	5,000
Food	4,300
Gift bags	3,600
Costumes/cleaning	650
	<u>\$ 46,350</u>

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

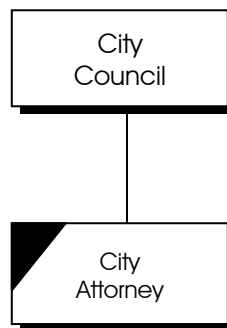
Heritage Festival	\$ 61,000
Holiday Tree Lighting	31,600
Veterans Day	14,000
Sports Hall of Fame	11,400
Eco-Friendly Event	10,000
Heritage Festival (traffic management)	8,000
Holiday Tree Lighting (traffic management)	7,000
Education Blvd. Banner	6,000
Hay Tree Event (Art Fund)	5,000
Commissioner's BBQ	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	Approved 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>

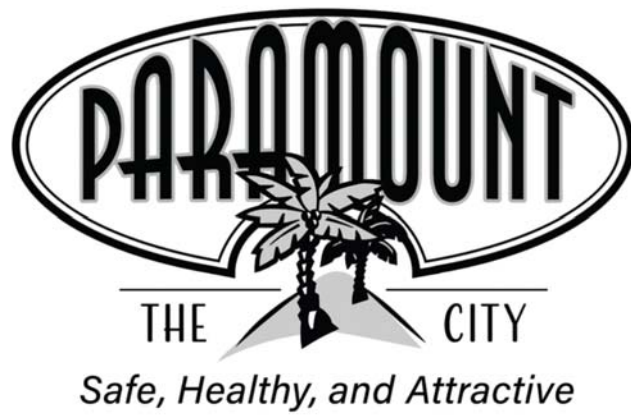
City Attorney

Expenditure Detail

	Actual FY 2020	Final FY 2021	Approved 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

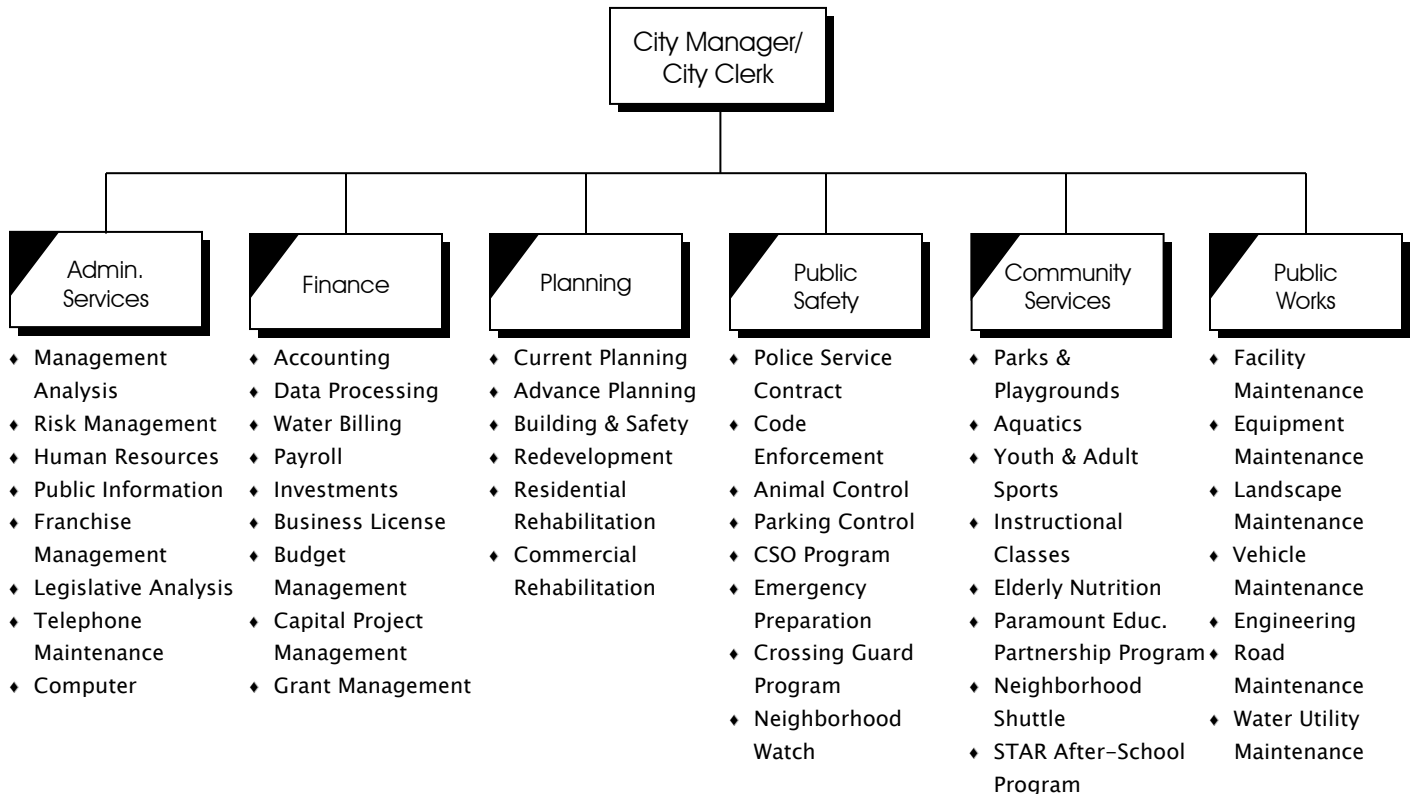


CITY MANAGER/CITY CLERK

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	Approved 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	Approved 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

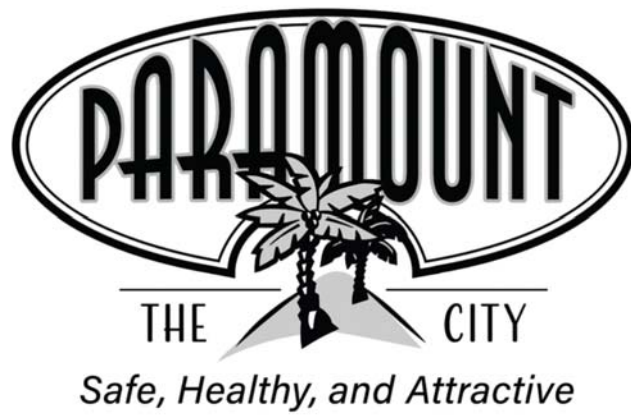
Agenda Management Platform	\$ 10,000
Citywide Records Management Program	9,000
Public Records Management Platform	8,000
Quarterly codification supplements	8,000
Legal review of code	4,000
Records destruction	200
	\$ 39,200

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

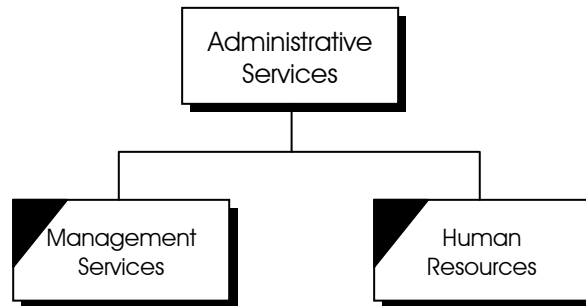
ICMA Membership	\$ 1,400
California City Management Foundation	400
International Institute of Municipal Clerks	250
City Clerks Association	200
	\$ 2,250



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.

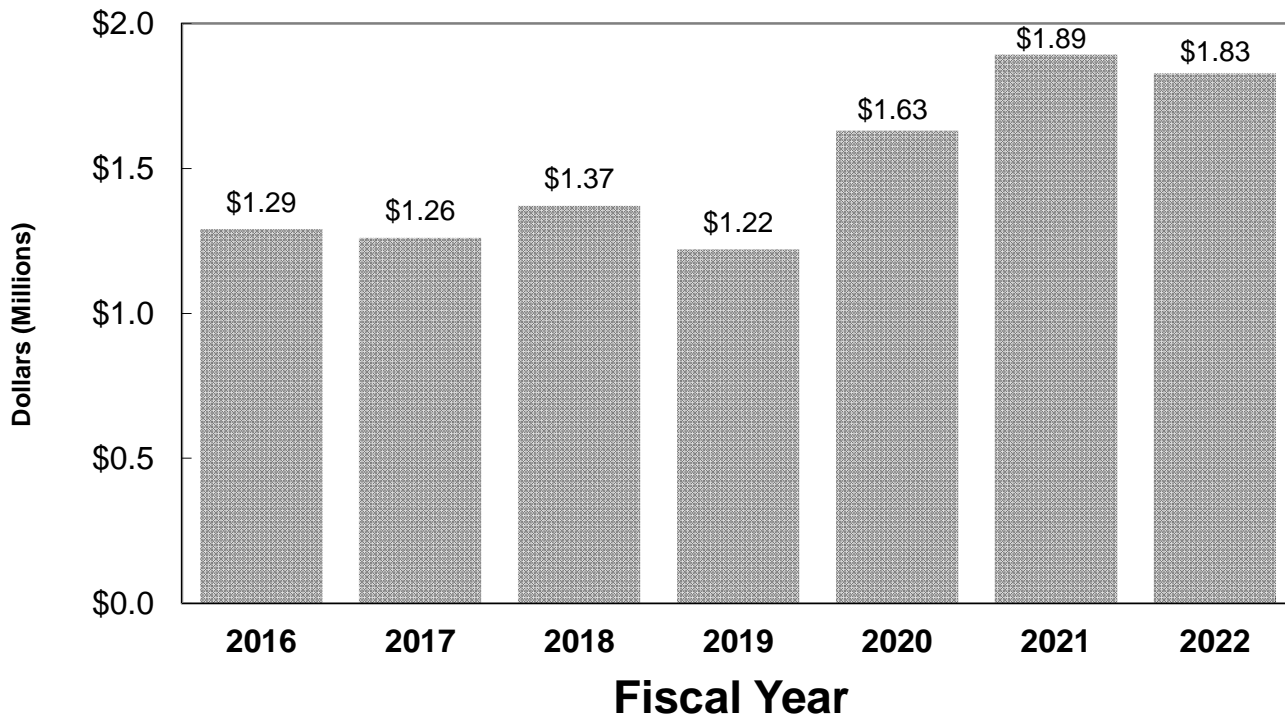
Below is a chart showing the department's activities. A department summary combining all activities is shown on the next page. A detailed description of the activity can be found on the following pages.



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	176,800	-	394,700
Total	<u>\$ 1,588,250</u>	<u>239,750</u>	<u>-</u>	<u>1,828,000</u>

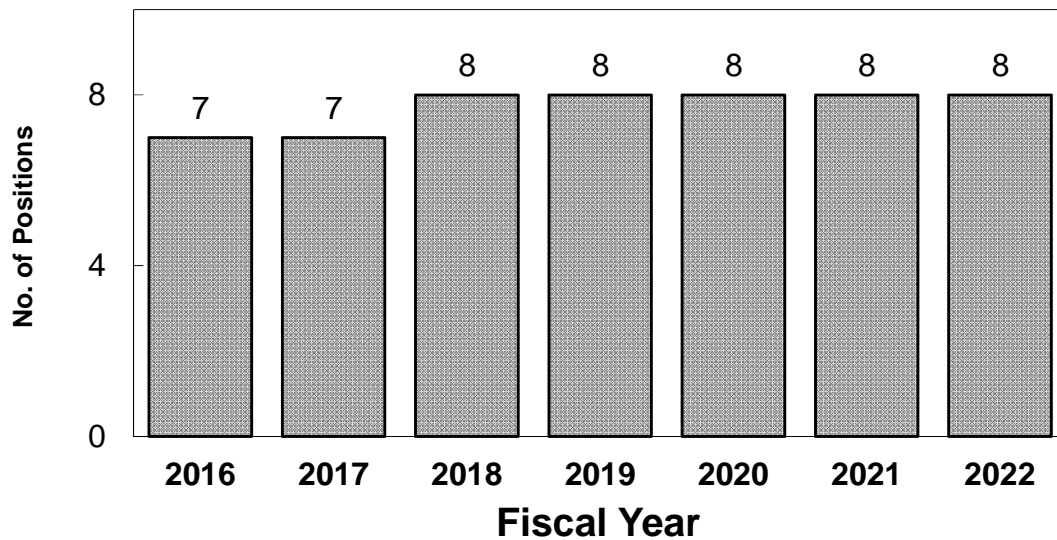
History of Expenditures



ADMINISTRATIVE SERVICES DEPARTMENT

2021-22 POSITION SUMMARY			
<u>Full-Time Positions</u>	<u>Approved FY 2021</u>	<u>Approved 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	-
	<hr/>	<hr/>	<hr/>
Total Number of Full-Time Positions	8	8	-
	<hr/>	<hr/>	<hr/>
<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	Approved FY 2022
Salaries and Benefits	\$ 1,353,950	1,370,350
Maintenance and Operations	78,600	62,950
Capital Outlay	-	-
Division Total	<u>\$ 1,432,550</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	Approved 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	18,600	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	78,600	62,950
Office Equipment/Furniture	2,450	-	-
Total Capital Outlay	2,450	-	-
- Division Total -	\$ 1,220,424	1,432,550	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	Approved FY 2022
Salaries and Benefits	\$ 208,700	217,900
Maintenance and Operations	251,450	176,800
Capital Outlay	-	-
Division Total	<u>\$ 460,150</u>	<u>394,700</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	Approved 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	29,900
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	176,800
- Division Total -	\$ 305,649	460,150	394,700

Published Notices

Job notices/advertisements	\$ 300
Compliance posters	200
	\$ 500

Professional/Technical

HR information systems	\$ 14,000
Compensation study	10,000
Flexible spending account administration	4,800
Retiree healthcare trust administration	1,000
Scheduling tool subscription	100
	\$ 29,900

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

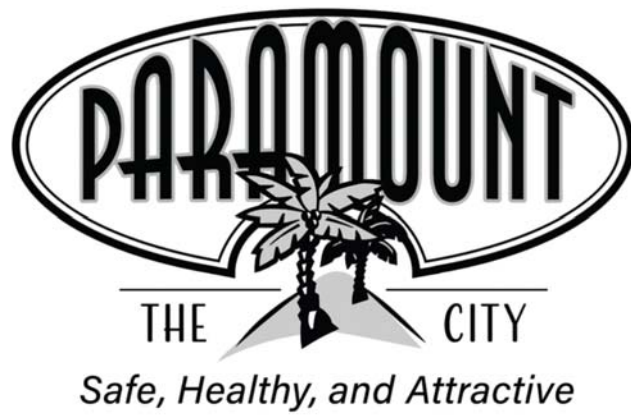
Leadership training	\$ 25,900
Employee tuition reimbursement	10,000
Personnel development	7,700
	\$ 43,600

Contract Class Instructors

IIPP training	\$ 7,050
Employee classes	5,000
	\$ 12,050

Food

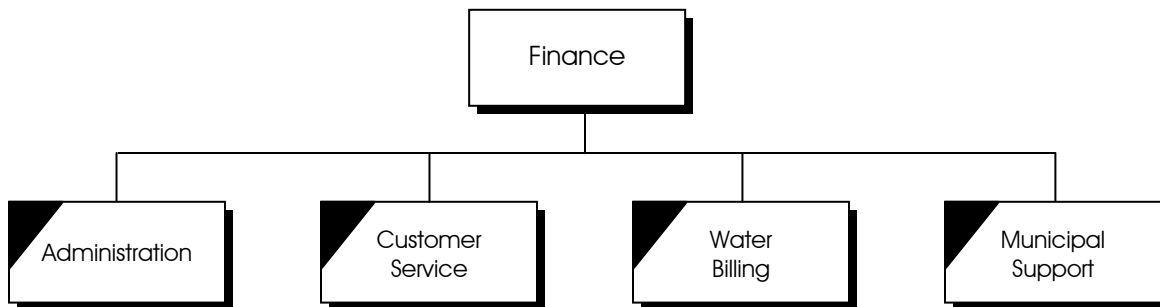
Meetings/trainings	
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FINANCE

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.

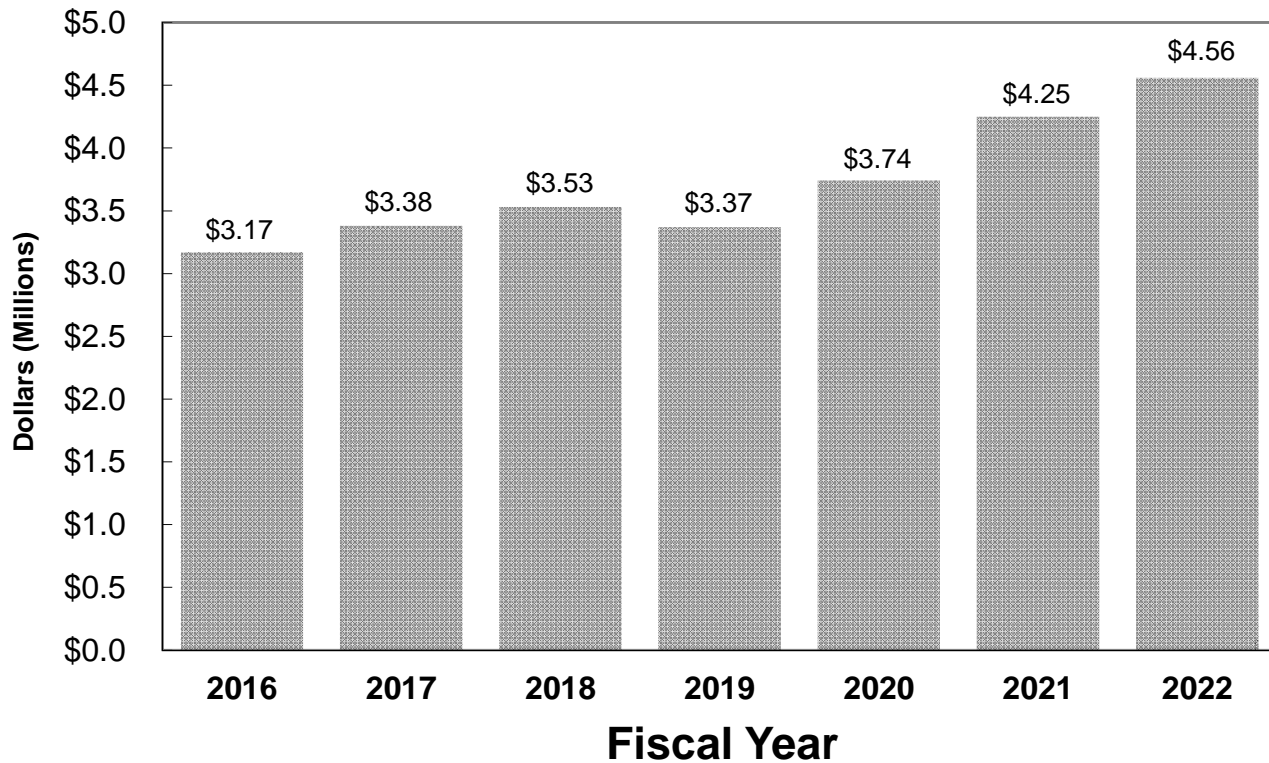
Below is a chart showing the department's activities. A department summary combining all activities is shown on the next page. A detailed description of the activity can be found on the following pages.



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	346,200	115,050	1,848,450
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>2,516,350</u>	<u>186,700</u>	<u>4,558,150</u>

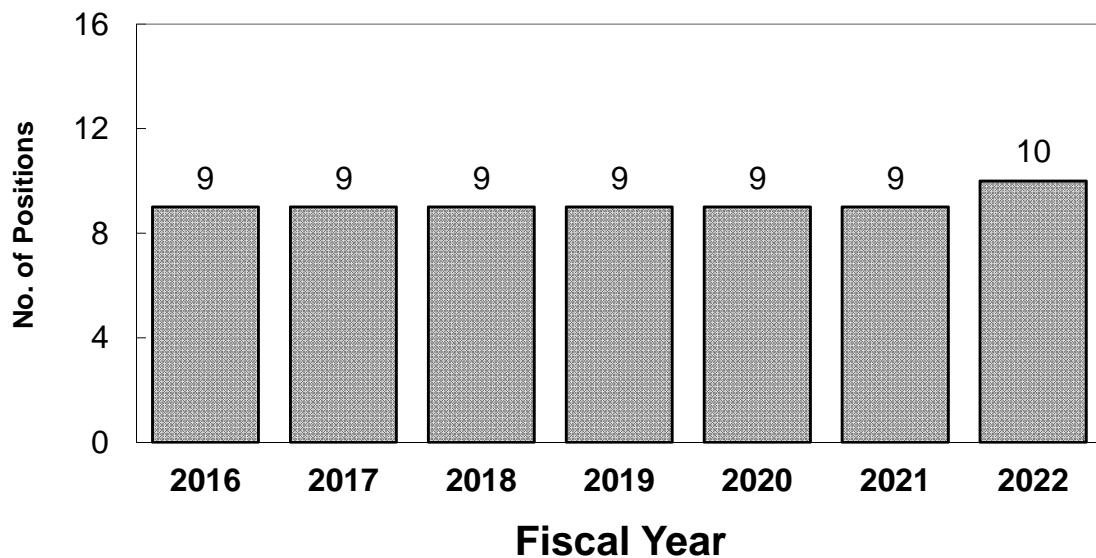
History of Expenditures



FINANCE DEPARTMENT

2021-22 POSITION SUMMARY			
<u>Full-Time Positions</u>	<u>Approved FY 2021</u>	<u>Approved 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	Approved FY 2022
Salaries and Benefits	\$ 1,258,500	1,387,200
Maintenance and Operations	311,900	346,200
Capital Outlay	-	115,050
Division Total	<u>\$ 1,570,400</u>	<u>1,848,450</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	Approved 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	253,300
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	346,200
Computer Equipment	2,933	-	115,050
Total Capital Outlay	2,933	-	115,050
- Division Total -	\$ 1,333,498	1,570,400	1,848,450

Printing/Reproduction

CAFR, checks, W2s, 1099s, miscellaneous forms

Professional/Technical

CDBG/HOME Grant Administration	\$ 70,000
Five-Year Consolidated Plan 2021-2025	29,500
Assessment of Fair Housing	20,000
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
	\$ 253,300

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	Approved 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	Approved 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	Approved 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	Approved 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	Approved FY 2022
Salaries and Benefits	\$ -	-
Maintenance and Operations	1,979,600	1,998,550
Capital Outlay	50,750	61,650
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	Approved 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
	\$ 692,250

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
	\$ 95,200

Professional/Technical

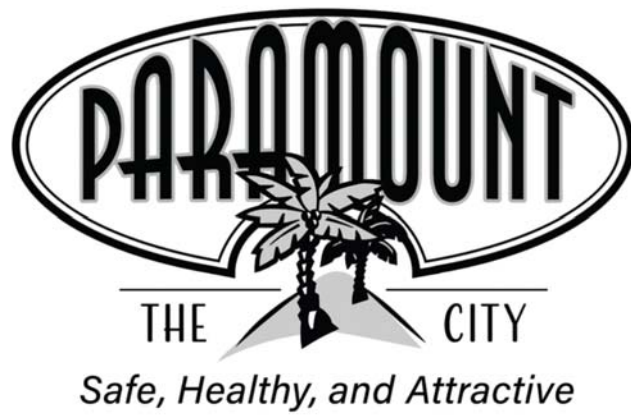
Computer consultant	\$ 24,400
Website/email security and maintenance	18,350
Audio/visual system maintenance	10,000
Out-of-State back-up	9,800
Licenses renewals/upgrades	6,800
Cyber security training	6,000
Video services	5,000
Antivirus licenses	3,700
Adobe creative cloud	2,600
Paramount Works mobile app	2,550
Video conferencing services	1,950
Remote desktop support software	1,800
Miscellaneous services	2,700
	\$ 95,650

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
	\$ 56,650

Other Capital Equipment

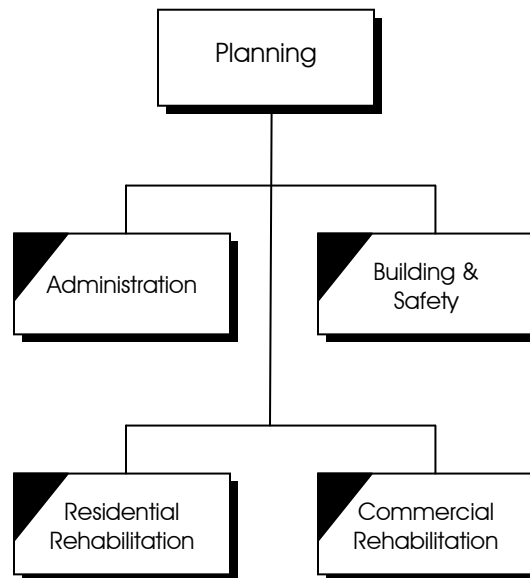
Miscellaneous media equipment



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.

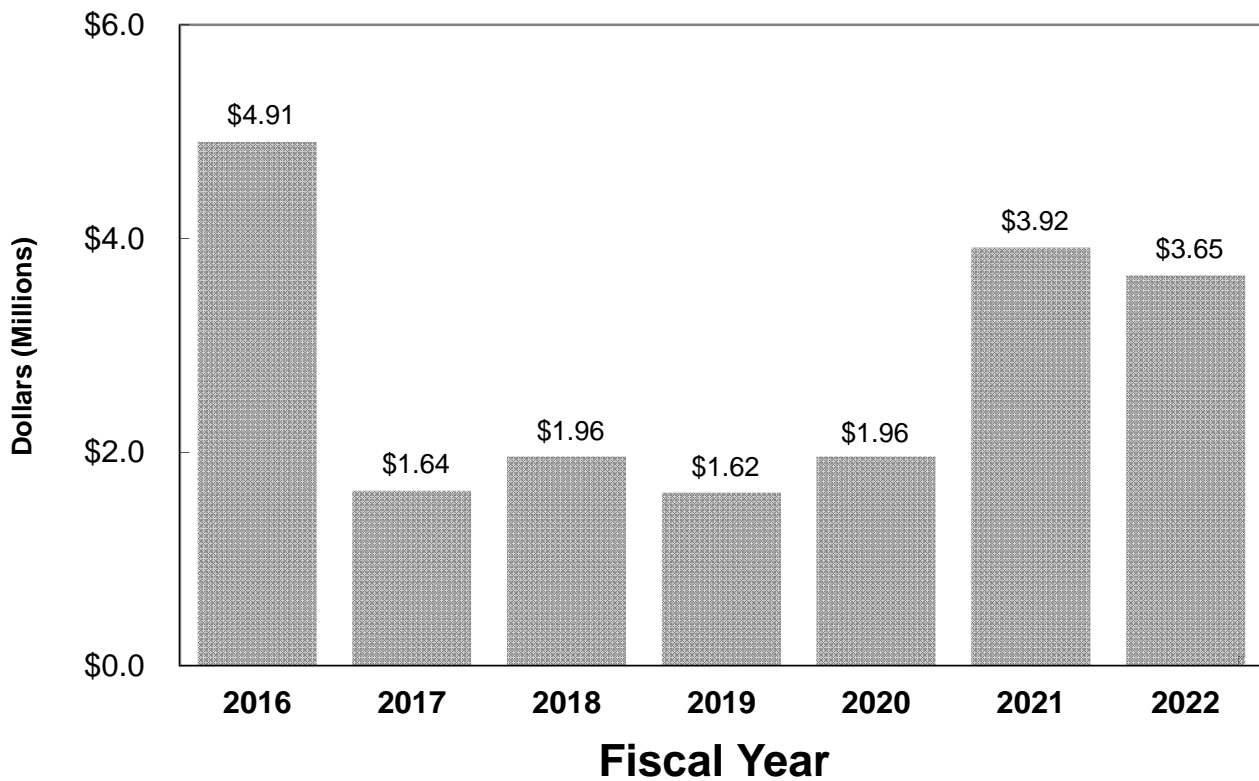
Below is a chart showing the department's activities. A department summary combining all activities is shown on the next page. A detailed description of the activity can be found on the following pages.



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>

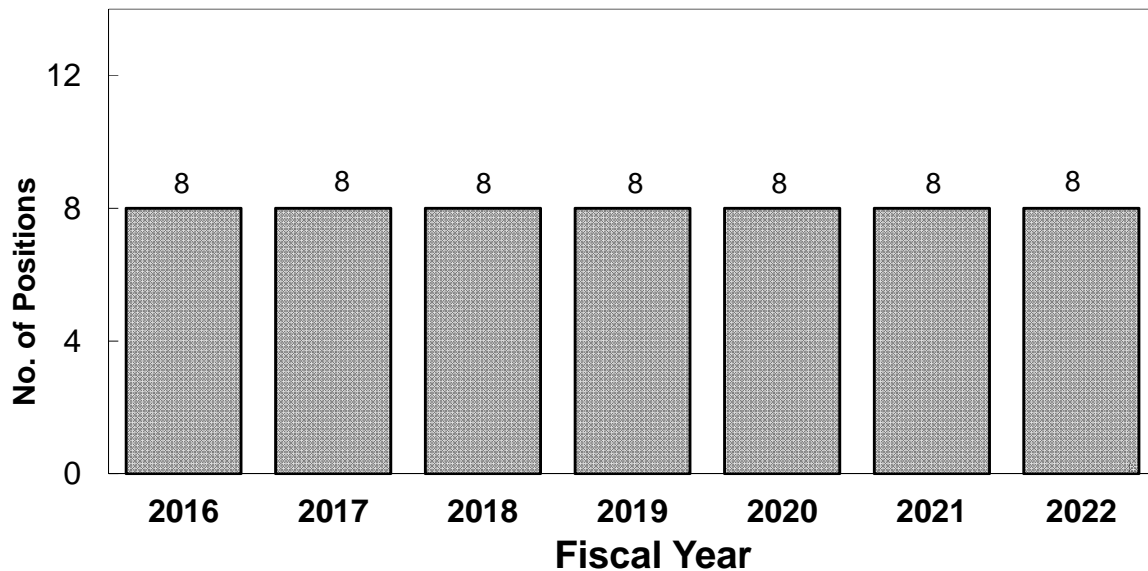
History of Expenditures



PLANNING DEPARTMENT

2021-22 POSITION SUMMARY			
<u>Full-Time Positions</u>	Approved FY 2021	Approved 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	Approved FY 2022
Salaries and Benefits	\$ 825,050	812,400
Maintenance and Operations	772,400	1,036,350
Capital Outlay	<u>600</u>	<u>40,000</u>
Division Total	<u>\$ 1,598,050</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	<u>1</u>	<u>1</u>	<u>-</u>
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	<u>2,600</u>	<u>2,600</u>	<u>-</u>
Total Part-Time Hours	<u>5,200</u>	<u>5,200</u>	<u>-</u>

Planning Administration

Expenditure Detail

	Actual FY 2020	Final FY 2021	Approved 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	657,200	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	772,400	1,036,350
Office Equipment/Furniture	3,024	600	-
Vehicles	-	-	40,000
Total Capital Outlay	3,024	600	40,000
- Division Total -	\$ 957,266	1,598,050	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	Approved 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	Approved 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	-	-
Other Capital Equipment	-	1,550	-
Vehicles	-	39,500	-
Total Capital Outlay	649	41,050	-
- Division Total -	\$ 779,936	1,023,250	940,350

Software System Support

IWorQ software	\$ 37,000
Building permit status web-based tool	6,000
Online permit payment	2,000
	<u>\$ 45,000</u>

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	Approved 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	Approved 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	Approved 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	Approved 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

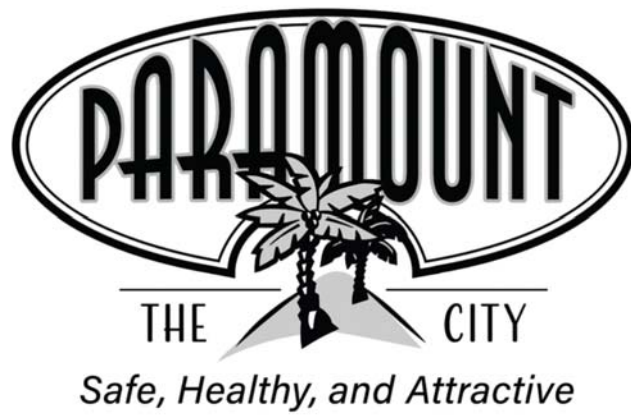
Commercial rehabilitation monitoring

Residential/Commercial Assistance

Small business assistance

Commercial Rebates

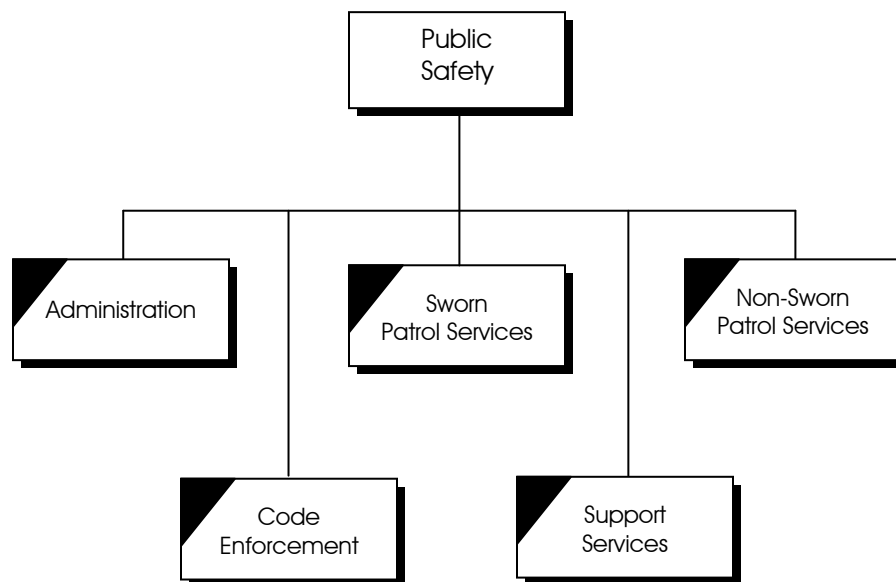
Commercial rehabilitations



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.

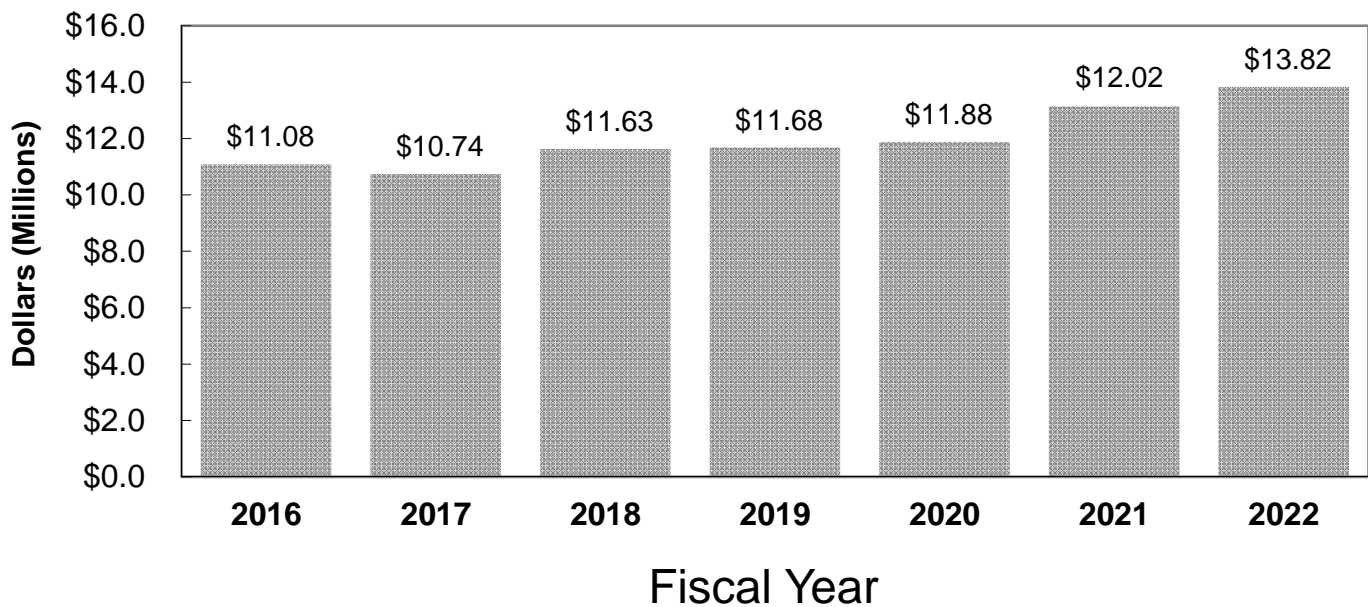
Below is a chart showing the department's activities. A department summary combining all activities is shown on the next page. A detailed description of the activity can be found on the following pages.



PUBLIC SAFETY DEPARTMENT

2021-22 EXPENDITURE SUMMARY				
<u>Division Name</u>	<u>Salary & Benefits</u>	<u>Maintenance & Operations</u>	<u>Capital Outlay</u>	<u>Total</u>
Administration	\$ 838,600	259,850	1,100	1,099,550
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	-	557,250	-	557,250
Total	<u>\$ 3,002,450</u>	<u>10,711,500</u>	<u>110,000</u>	<u>13,823,950</u>

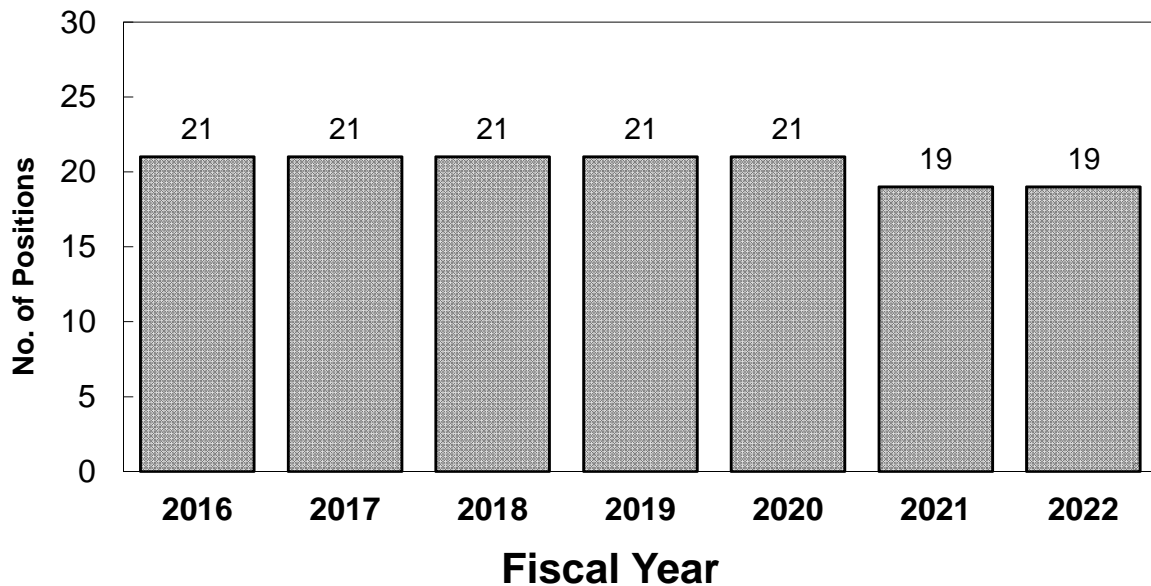
History of Expenditures



PUBLIC SAFETY DEPARTMENT

2021-22 POSITION SUMMARY			
<u>Full-Time Positions</u>	<u>Approved FY 2021</u>	<u>Approved 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	13,854	-

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	Approved FY 2022
Salaries and Benefits	\$ 869,150	838,600
Maintenance and Operations	327,700	259,850
Capital Outlay	3,700	1,100
Division Total	<u>\$ 1,200,550</u>	<u>1,099,550</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	Approved FY 2022
Regular Salaries	\$ 396,005	426,950	423,450
Part-Time Pay	27,028	28,550	28,350
Health Insurance	130,493	154,350	160,750
Life Insurance	836	900	900
Disability Insurance	2,109	2,350	2,650
Unemployment Insurance	-	6,350	9,150
Workers' Compensation	10,535	6,850	6,800
Medicare	5,235	5,700	5,700
Pers	198,176	237,150	200,850
Total Salaries/Benefits	770,418	869,150	838,600
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	1,099,550

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	Approved FY 2022
Salaries and Benefits	\$ -	-
Maintenance and Operations	9,024,500	9,450,150
Capital Outlay	55,500	-
Division Total	<u>\$ 9,080,000</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	Approved 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	900,250	903,000
Deputy District Attorney	135,341	142,000	142,300
Community Promotion	252	3,100	600
Total Maint/Operations	8,183,136	9,024,500	9,450,150
Other Capital Equipment	3,500	55,500	-
Total Capital Outlay	3,500	55,500	-
- Division Total -	<u>\$ 8,186,636</u>	<u>9,080,000</u>	<u>9,450,150</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	Approved 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	Approved 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	Approved 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	1,300	-
Public Service Assistant	1,300	1,300	-
Total Part-Time Hours	<u>2,600</u>	<u>2,600</u>	<u>-</u>

Code Enforcement

Expenditure Detail

	Actual FY 2020	Final FY 2021	Approved 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	Approved FY 2022
Salaries and Benefits	\$ -	-
Maintenance and Operations	534,000	557,250
Capital Outlay	-	-
Division Total	<u>\$ 534,000</u>	<u>557,250</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			

Support Services

Expenditure Detail

	Actual FY 2020	Final FY 2021	Approved FY 2022
Professional/Technical	\$ 237,886	257,200	257,200
Memberships	5,640	5,700	5,700
Animal Control Services	275,912	266,100	284,350
Other Public Safety Svcs	2,082	5,000	10,000
Total Maint/Operations	521,520	534,000	557,250
- Division Total -	\$ 521,520	534,000	557,250

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

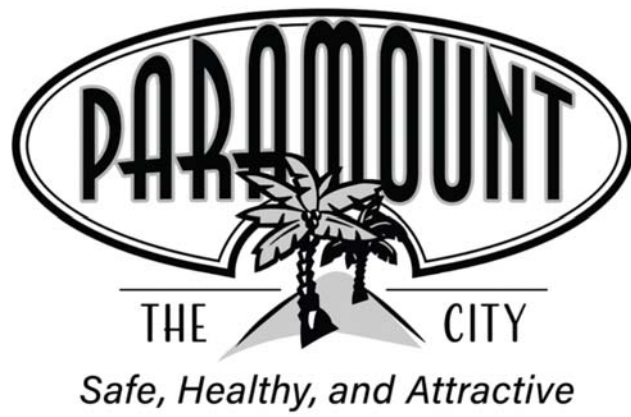
Area E membership

Animal Control Services

SEAACA contract	\$ 266,100
SEAACA - administrative costs	7,700
SEAACA - licensing	10,000
Cat traps	300
License supplies	250
	<u>\$ 284,350</u>

Other Public Safety Services

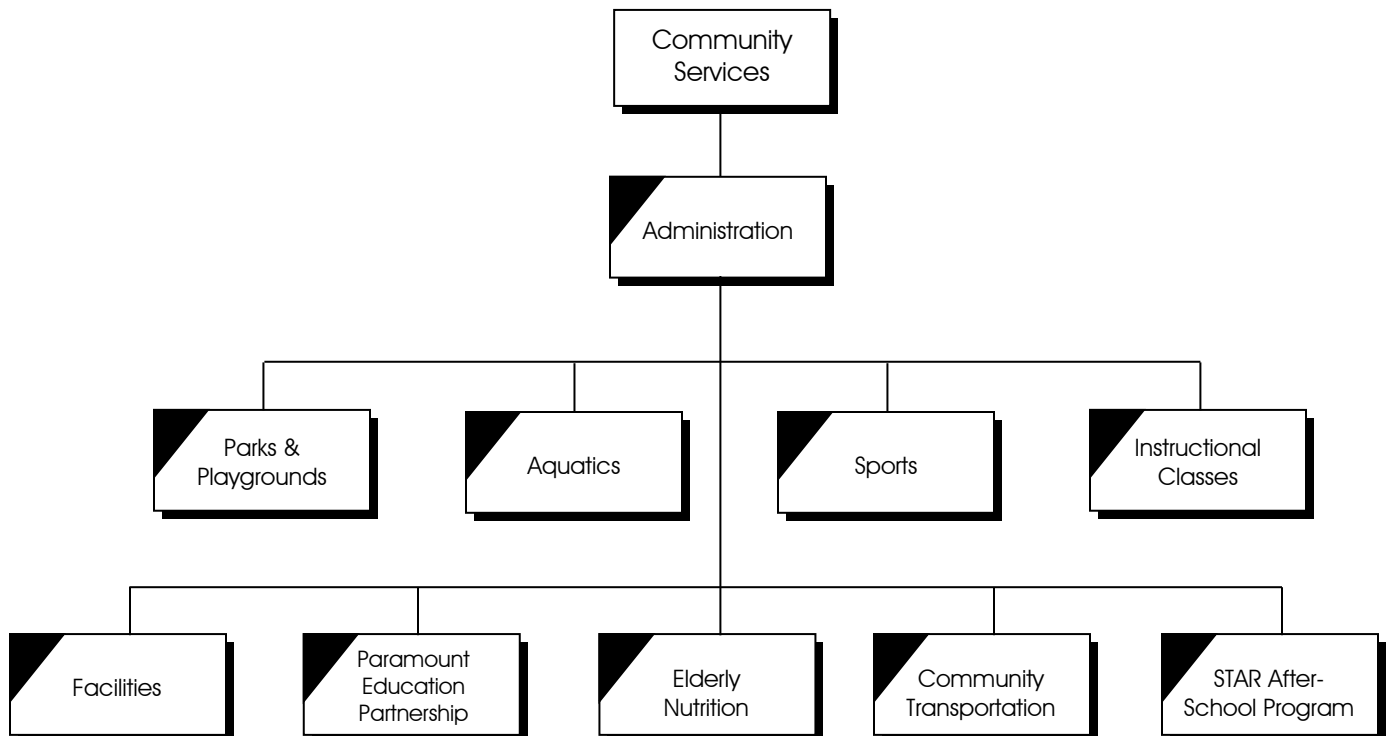
Prisoner detention services



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.

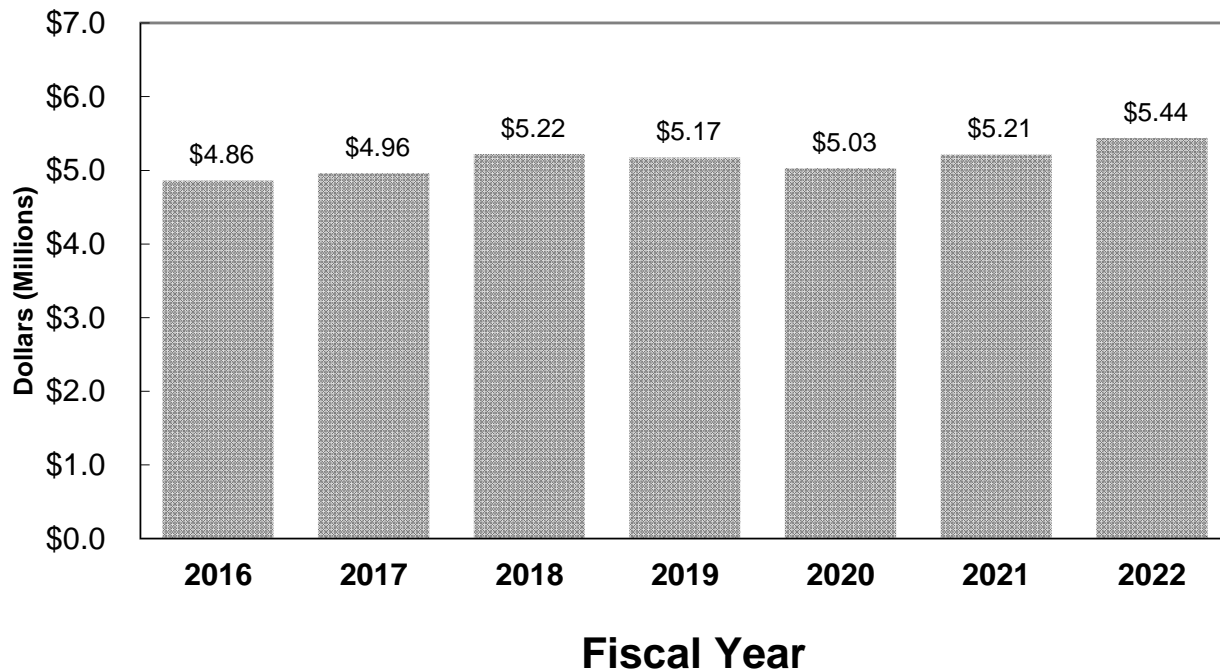
Below is a chart showing the department's activities. A department summary which combines all activities is shown on the next page. A detailed description of the activity can be found on the following pages.



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

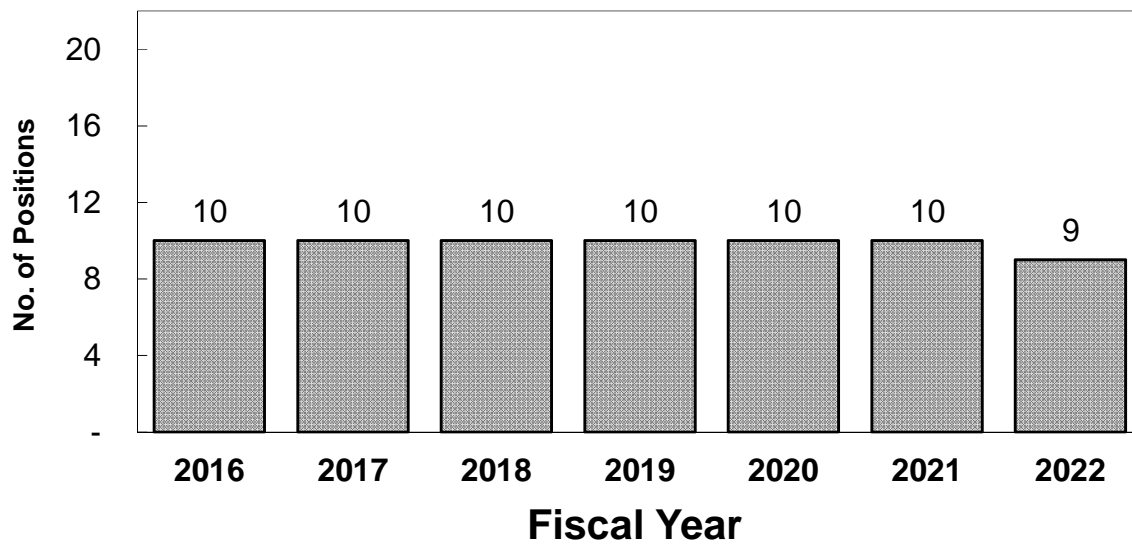
History of Expenditures



COMMUNITY SERVICES DEPARTMENT

2021-22 POSITION SUMMARY			
<u>Full-Time Positions</u>	Approved FY 2021	Approved 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	-
Community Services Supervisor	3	3	-
Community Services 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	Approved 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	Approved 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	Approved FY 2022
Salaries and Benefits	\$ 694,300	697,400
Maintenance and Operations	215,200	158,500
Capital Outlay	82,400	50,400
Division Total	\$ 991,900	906,300

Position Summary

	Positions FY 2021	Positions FY 2022	Change + or (-)
Full-Time Positions			
Community Svcs. Supervisor	2	2	-
Community Svcs. Specialist	1	1	-
Total Full-Time Positions	3	3	-
	Hours FY 2021	Hours FY 2022	Change + or (-)
Part-Time Positions			
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	18,933	16,350	(2,583)

Parks and Playgrounds

Expenditure Detail

	Actual FY 2020	Final FY 2021	Approved 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	Approved 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	Approved 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	Approved 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	Approved 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	Approved 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	Approved 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	Approved 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	Approved 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	Approved 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 (-)
Community Svcs. Supervisor	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 (-)
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	Approved 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	Approved 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	Approved 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	Approved 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	Approved 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	Approved FY 2022
Salaries and Benefits	\$ 1,796,050	1,933,000
Maintenance and Operations	310,700	183,700
Capital Outlay	71,000	-
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

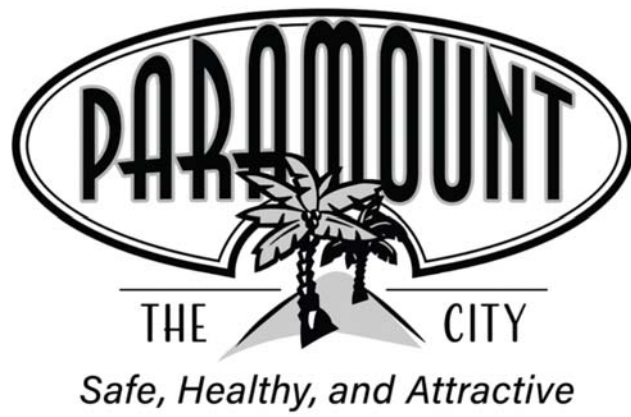
	Actual FY 2020	Final FY 2021	Approved FY 2022
Regular Salaries	\$ 117,625	124,550	124,100
Part-Time Pay	1,279,944	1,475,650	1,594,950
Health Insurance	37,531	44,000	45,250
Life Insurance	248	250	300
Disability Insurance	627	700	800
Unemployment Insurance	-	24,400	34,400
Workers' Compensation	76,109	33,500	49,850
Medicare	20,223	23,200	24,950
Pers	59,406	69,800	58,400
Total Salaries/Benefits	<u>1,591,712</u>	<u>1,796,050</u>	<u>1,933,000</u>
Telephone/Internet Services	14,014	13,600	14,000
Printing/Reproduction	9,192	4,000	10,000
Professional/Technical	28,285	7,300	30,000
Personnel Services	3,570	10,000	10,000
Uniforms	37,616	30,000	30,000
Recreation/Craft Supplies	325,835	217,800	79,700
Food	6,628	3,000	10,000
Disaster Response	-	25,000	-
Total Maint/Operations	<u>425,139</u>	<u>310,700</u>	<u>183,700</u>
Office Equipment/Furniture	7,416	5,000	-
Computer Equipment	31,317	56,000	-
Other Capital Equipment	-	10,000	-
Total Capital Outlay	<u>38,733</u>	<u>71,000</u>	<u>-</u>
- Division Total -	<u><u>\$ 2,055,585</u></u>	<u><u>2,177,750</u></u>	<u><u>2,116,700</u></u>

Telephone/Internet Services

Cell phones for administration, site coordinators and program supervisors

Professional/Technical

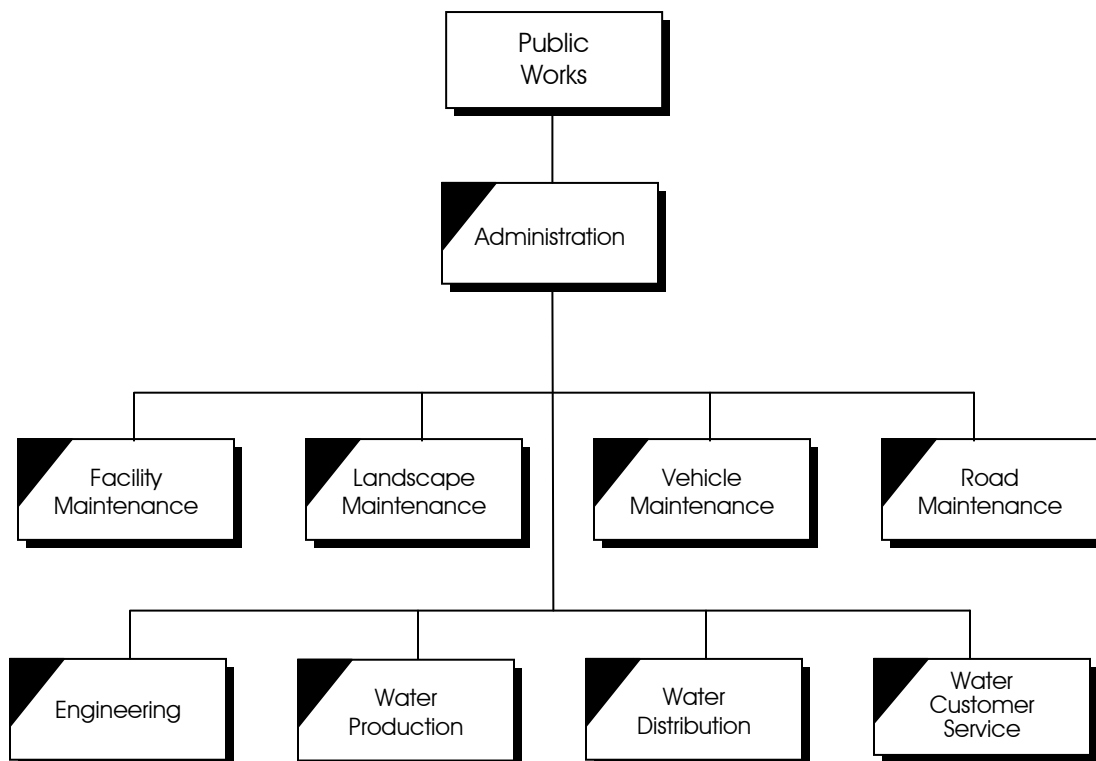
Contract services for K-5/middle school programs



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.

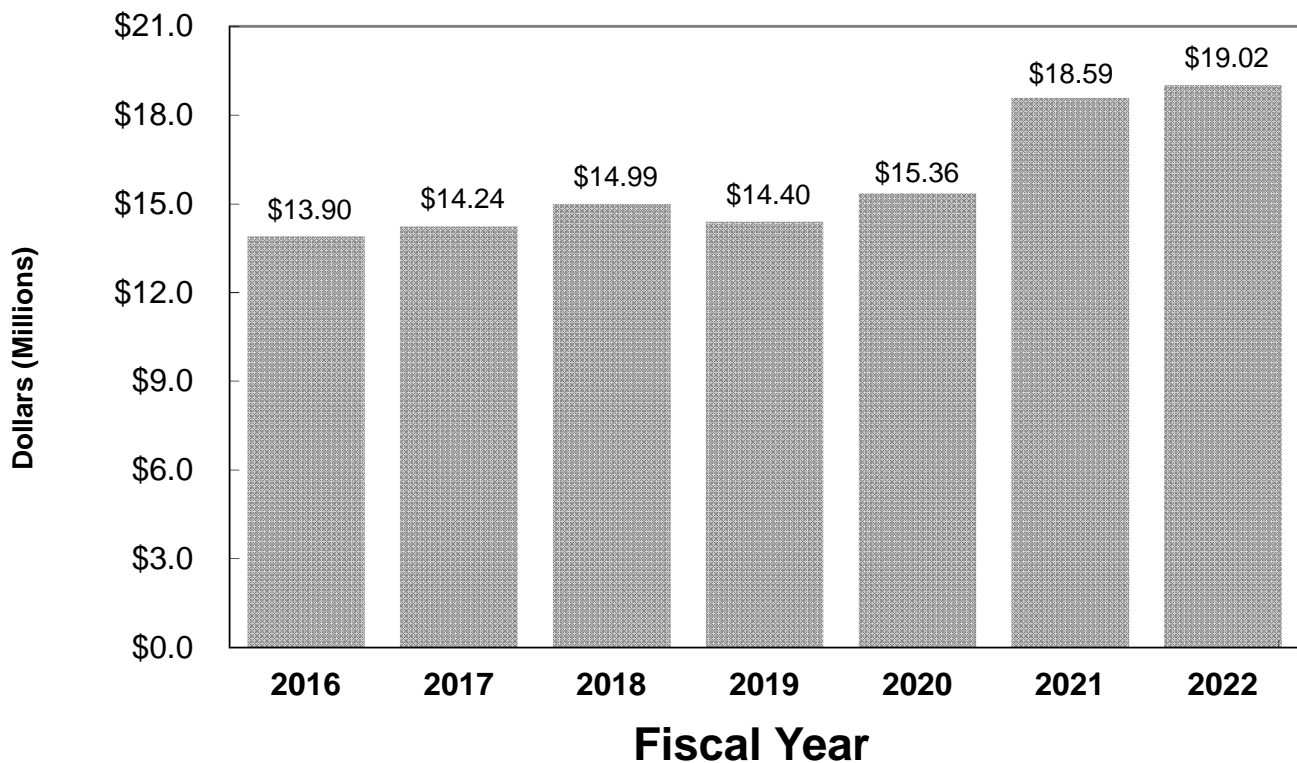
Below is a chart showing the department's activities. A department summary combining all activities is shown on the next page. A detailed description of the activity can be found on the following pages.



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>

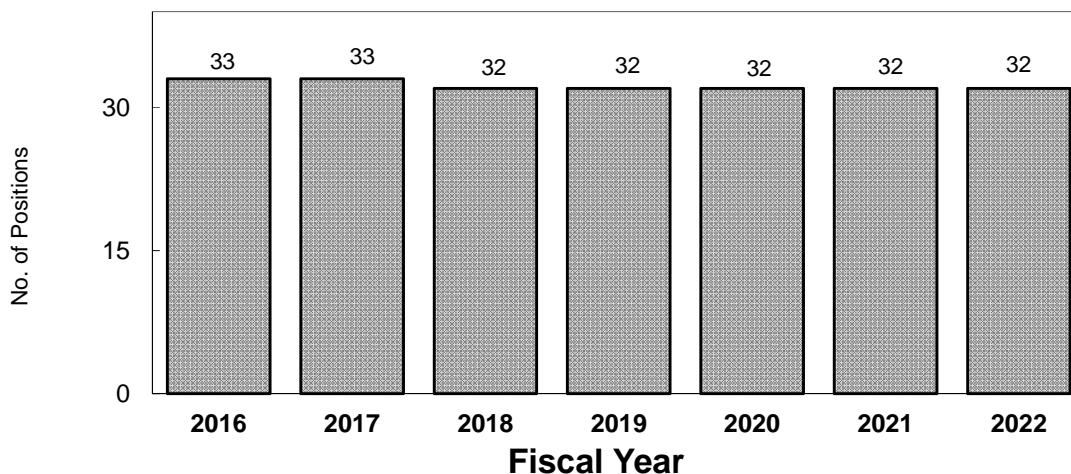
History of Expenditures



PUBLIC WORKS DEPARTMENT

2021-22 POSITION SUMMARY			
<u>Full-Time Positions</u>	<u>Approved FY 2021</u>	<u>Approved 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	Approved 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	Approved 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	Approved 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	Approved 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	Approved 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	Approved 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	Approved 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	Approved 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
	\$ 338,200

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	Approved 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	Approved 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	Approved 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	Approved 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	Approved 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	Approved 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	Approved 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	Approved 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	Approved 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	Approved 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

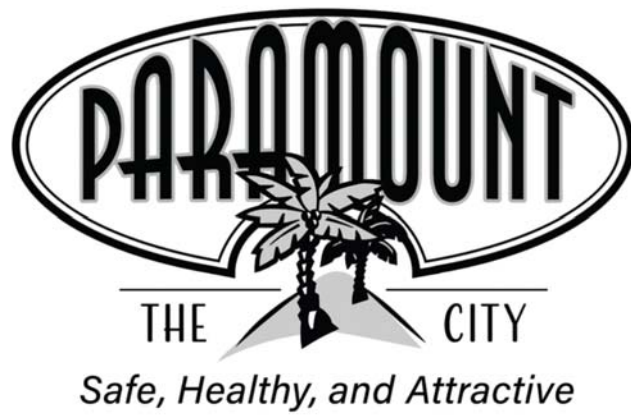
Truck lease

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
- Approved 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	555,000	774,300
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>12,637,850</u>	<u>16,731,750</u>
Paramount Municipal Water Fund	<u>100,000</u>	<u>2,590,000</u>	<u>2,690,000</u>
Total Expenditures - All Funds	<u><u>6,772,000</u></u>	<u><u>15,227,850</u></u>	<u><u>21,999,850</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	774,300	-	-	-	-	774,300
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	14,502,850	-	1,597,900	270,000	361,000	16,731,750
Paramount Municipal Water Fund	-	2,690,000	-	-	-	2,690,000
Total Expenditures - All Funds	15,107,850	2,690,000	2,937,900	347,000	917,100	21,999,850

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
<hr/>				
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	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.	215,000	2,105,000	Meas R 355,000 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	\$ 1,349,950	\$ 11,530,950			

Carryover Capital Improvement Projects

City of Paramount

Fiscal Year 2022

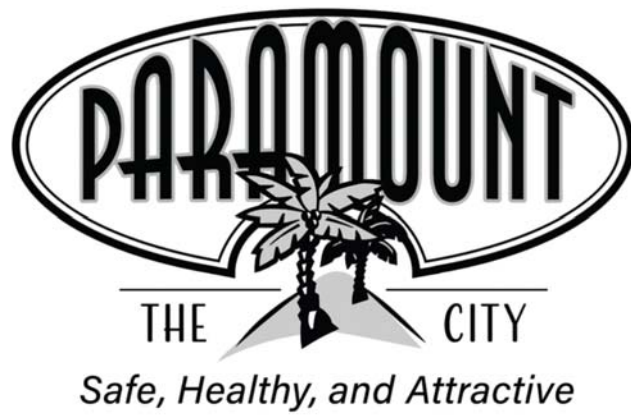
Project Name and Description	Estimated Expenditures as of 6/30/21	Estimated Carry-Over Expenditure	Funding Source	Estimated	
				Start Date	Completion Date
Water Improvements					
48. <u>Well #16 Design/Construction (9116)</u> Drilling and construction of new drinking water well at the northwest corner of Garfield and Jackson.	\$ 4,722,350	\$ 2,500,000	Water 410,000 I-Bank 2,090,000	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
Subtotal Water Improvements	<u>\$ 4,722,350</u>	<u>\$ 2,590,000</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
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>\$ 6,704,450</u>	<u>\$ 15,227,850</u>			
Total Capital Improvement Projects		<u><u>\$ 21,999,850</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

	<u>Actual FY 2020</u>	<u>Approved Budget FY 2021</u>	<u>Final Budget FY 2021</u>	<u>Approved Budget FY 2022</u>
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	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
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	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Other Sources	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenues and Other Sources	<u>\$ 6,006,947</u>	<u>5,978,800</u>	<u>6,138,000</u>	<u>5,978,800</u>

Expense Budget

Successor Agency for the Paramount Redevelopment Agency
Fiscal Year 2022 Budget

	<u>Actual FY 2020</u>	<u>Approved Budget FY 2021</u>	<u>Final Budget FY 2021</u>	<u>Approved Budget FY 2022</u>
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	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>
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	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Other Uses	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenses and Other Uses	<u>\$ 6,117,337</u>	<u>6,138,050</u>	<u>6,138,050</u>	<u>5,980,900</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	Approved 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