

City of Whittier,
California
Annual Budget
Fiscal Year 2016-2017

Cover photos courtesy of Parks, Recreation and Community Services Department.

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City of Whittier, California

Annual Budget
Fiscal Year 2016-2017



People, Pride, Progress

Submitted by
Jeffrey W. Collier, City Manager

Prepared by the
City Controller's Office
Rod Hill, City Controller

City Council

Joe Vinatieri
Mayor

Bob Henderson
Mayor Pro Tem

Cathy Warner
Council Member

Josué Alvarado
Council Member

Fernando Dutra
Council Member



Principal Officers

Jeffrey W. Collier
City Manager

Nancy Mendez
Assistant City Manager

Jeff A. Piper
Chief of Police

Richard D. Jones
City Attorney

Kathryn A. Marshall
City Clerk/Treasurer

Rod Hill
City Controller & Director of Human Resources

Conal McNamara
Director of Community Development

Greg Alaniz
Director of Parks, Recreation and Community Services

David Schickling
Director of Public Works

Paymaneh Maghsoudi
Library Director

Monica Lo
Assistant City Controller



THE BUDGET PROCESS

Charter of the City of Whittier
Article XI - Fiscal Administration
1970

Section 1101. ANNUAL BUDGET, PREPARATION BY THE CITY MANAGER. At such date as the City Manager shall determine, each department head shall furnish to the City Manager estimates of revenue and expenditures for his or her department, detailed in such manner as may be prescribed by the City Manager. In preparing the proposed budget, the City Manager shall review the estimates, hold conferences thereon with the respective department heads and may revise the estimates as he may deem advisable.

Section 1102. BUDGET, SUBMISSION TO CITY COUNCIL. At least thirty-five days prior to the beginning of each fiscal year, the City Manager shall submit to the City Council the proposed budget as prepared. After reviewing same and making such revisions as it may deem advisable, the City Council shall determine the time for the holding of a public hearing thereon and shall cause to be published a notice thereof not less than ten days prior to said hearing, by at least one insertion in the official newspaper. Copies of the proposed budget shall be available for inspection by the public in the office of the City Clerk at least ten days prior to the hearing.

Section 1103. BUDGET, PUBLIC HEARING. At the time so advertised or at any time to which such public hearing shall from time to time be adjourned, the City Council shall hold a public hearing on the proposed budget, which interested persons desiring to be heard shall be given such opportunity.

Section 1104. BUDGET, ADOPTION. After the conclusion of the public hearing, the City Council shall make any revisions of the proposed budget that it may deem advisable and on or before June 30, it shall adopt the budget. A copy thereof, certified by the City Clerk, shall be filed with the person retained by the City Council to perform auditing functions for the Council and further copy shall be placed, and shall remain on file, in the office of the City Clerk where it shall be available for public inspection. The budget so certified shall be reproduced and copies made available for the use of the public and of departments, offices and agencies of the city.

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City of Whittier

13230 Penn Street, Whittier, California 90602-1772
(562) 567-9999 www.cityofwhittier.org

Joe Vinatieri
Mayor

September 22, 2016

Bob Henderson
Mayor Pro Tem

The Honorable Mayor and Members of the City Council
City of Whittier, California

Cathy Warner
Council Member

Submitted herewith is the City's budget for fiscal year 2016-17. This budget details the City's operating and non-operating revenues and expenditures including the Whittier Utility Authority, Whittier Housing Authority and the Whittier Financing Authority. The City, in its effort to meet the needs of its citizens and customers through prudent fiscal management, has continued a policy of closely monitoring revenues and expenditures throughout the year and providing the City Council with quarterly budget updates. As Whittier strives to improve the quality of life throughout the community, there are always challenges in maintaining both City services and a balanced budget.

Josué Alvarado
Council Member

Fernando Dutra
Council Member

Jeffrey W. Collier
City Manager

Whittier continues to place an emphasis on the importance of balancing operating expenditures with operating revenues. In anticipation of another fiscally challenging year, the 2016-17 budget utilized collection contract revenues to balance the General Fund's adopted operating budget.

Economic Outlook

Housing and Economic Development

The housing market has continued to remain healthy over the past few years. With interest rates continuing at historically low levels, the City has confidence that both housing construction and prices will continue to increase throughout the fiscal year. In Southern California, the July 2016 median home price reached \$460,000, a 5% increase as compared to July 2015. However, home sales were down .2%, at levels essentially consistent with 2015 sales volumes. Increasing property values have had a positive impact on the General Fund, accounting for \$481,298 of additional 2016-17 estimated revenue growth. This budget projects only modest future revenue growth of 2% in this category.

Whittier was selected as the Institute for Local Government's 2016 Beacon Spotlight Award recipient for energy savings and sustainable best practices related to the City's efforts in reducing energy consumption and greenhouse gas emissions. The City of Whittier is also a past recipient of the Los Angeles County Economic Development Corporation's (LAEDC) Most Business-Friendly City in Los Angeles County award and has been a multiple-time finalist for this award. The City was also once again a finalist for the All-American Cities award, which focuses on organizations with strong community programming for their youth.

Unemployment and Consumer Confidence

The nation experienced a slight increase in job growth, with a decrease in unemployment rates from 5.3% in July 2015 to 5.2% in July 2016¹, resulting from increased hiring within many business sectors. In California, the unemployment rate is consistent with the national average at 5.2%, while the Los Angeles County rate is higher at 5.5%. In the City of Whittier, the unemployment rate continues to improve at only 4.1% in 2016. Some industries that have displayed positive outlooks with increased employment include high tech manufacturing, tourism, entertainment, construction, and business services. The state and local government sectors have been amongst the slowest employment sectors to recover. Two of the largest employers in the City of Whittier continue to be Interhealth Corporation - Presbyterian Intercommunity Hospital (PIH) and Whittier Union High School District, and both continue to be stable employers within the community. PIH continues to expand its operations within the Whittier area, with the planned development of a regional cancer center.

Consumer spending has seen improvement, increasing by 3.1% in 2016, after a 1.5% gain in 2015 as reported in the 2015-16 Economic Forecast by the Los Angeles County Economic Development Corporation (LAEDC). This increase was the largest in the past ten years, with the housing and motor vehicle sectors seeing the largest improvements².

Local economic growth has been consistent over the past few years and improvement is expected to continue at a modest pace.

Citywide Priorities and Goals

The City Manager's 2016-17 priority efforts include the reuse of the Fred C. Nelles correctional facility, the eastern extension of the Greenway Trail, support for green and sustainable energy projects, and utility and infrastructure improvements throughout the City.

The City Controller will continue to focus on the management of Whittier's accounting and budget, risk and emergency management, and human resources functions. The department strives to provide accurate and transparent financial reporting, and has successfully received the CSMFO's outstanding budget award and the GFOA's

Source: 1: Employee Development Department, State of California

Source: 2: Spending and housing data provided by Los Angeles Economic Development Corporation (LAEDC)

Excellence in Financial Reporting for the past 27 years. The Risk and Emergency Management Division will continue with steps to expand its workers compensation “return to work program”, work towards developing an available trained compliment of disaster response volunteers, update the City Emergency Operations Plan and provide employees with emergency management training opportunities. Hiring is expected to remain steady and the Human Resources Division is expecting to complete a variety of both full-time and part-time recruitments, while supporting the City’s continuous labor needs.

The City Clerk-Treasurer will continue to oversee agenda and voting requirements, in addition to the investment of available funds in a prudent manner to generate additional revenues for the organization. The Business License Division annually processes over 6,800 licenses, and the Information Technology/Records Management Division will focus on responding to numerous public records requests and maintaining the City’s established technology infrastructure.

The Parks, Recreation and Community Services Department’s Community Services Division will continue to present a full range of leisure, cultural and social services programs for the Whittier community. In the very near future, a new on-line class registration program will be introduced to the community. The Youth Services Division will partner with the Whittier Community Foundation to operate the popular Club Friday dances. The Parks Division will continue to complete maintenance and improvement projects along the Greenway Trail. Hardscape and play surfaces are projected to be improved during 2016-17 at various City parks and recreation facilities. The Transit Division’s very active Dial-A-Ride program will be supplemented with a Taxi Voucher Program to meet special passenger needs related to medical appointments in surrounding cities. Staff will continue to work with Public Works and Metro on various transit stop locations throughout the City.

The Library will continue to circulate nearly 525,000 items and serve over 600,000 patrons annually. The Library’s Summer Reading Program will serve approximately 5,000 participants, and encourages children to pursue literacy year round. Over 50,000 children are expected to participate in a variety of Library programs, and the Homework Center continues to provide resources through services designed specifically for students, and includes live online tutoring.

The Police Department in conjunction with the Los Angeles County Department of Mental Health is developing a program that will partner a police officer with a DMH clinician to handle police calls for service involving the mentally ill, homeless, and transient populations. Both the officer and clinician will operate from the police station, and proactively address issues in the community. The department is continuing to replace its patrol vehicles with the new SUV-type Police Interceptors, and is seeking State Homeland Security Grant Program (SHSGP) funding for the purpose of replacing handheld radios.

The Community Development Department continues to proactively maintain a cooperative working relationship with the design and development community. Primary elements of this effort for the Building & Safety Division include community education

and awareness related to safe building practices. The division conducts an estimated 1,650 building inspections annually. The Planning Division annually processes approximately 1,200 new planning applications ranging from conditional use permits and development review applications to variances and temporary use permits. The Planning Division also continues to actively process a variety of development applications including markets, churches, dining establishments, and reuses of former auto dealer sites. The Economic Development, Redevelopment Successor and Housing Division continues to manage the remaining redevelopment dissolution process and its transformation into the Whittier Redevelopment Successor Agency (WRSA). In addition, the housing assets of the former Redevelopment Agency are managed by the Whittier Housing Authority for low- and moderate-income housing purposes.

Dissolution laws provide WRSA with the authority to spend pre-2011 bond proceeds on the projects for which the bonds were originally issued. These redevelopment funds provide Whittier a significant source of one-time revenue to accomplish strategic infrastructure improvements. The Economic Development, Redevelopment Successor and Housing Division has a plan to deploy available bond funds for a variety of eligible projects, utilizing approximately \$15.9 million of non-housing bond funds, and over \$9 million of low and moderate-income housing bond funds. The projects consist of major infrastructure investments to facilitate implementation of the Uptown Whittier Specific Plan and Whittier Boulevard Specific Plan. Planned projects include a large parking structure and parking meters; curb, gutter, sidewalk, streets and street trees improvements; as well as sewer and water infrastructure improvements to facilitate economic growth. Improvements to streets and intersections necessary to accommodate large-scale housing and commercial development are likely to occur in the Uptown and Fred C. Nelles areas of the City. Lastly, the housing bonds will be invested to develop or maintain affordable housing projects throughout the City. The Housing Division continues to implement a variety of programs funded by Federal CDBG and HOME grants. These include assisting low-income families with rehabilitation of homes through the four grant/loan programs, graffiti abatement, code enforcement, social services, affordable housing projects and a variety of infrastructure improvements.

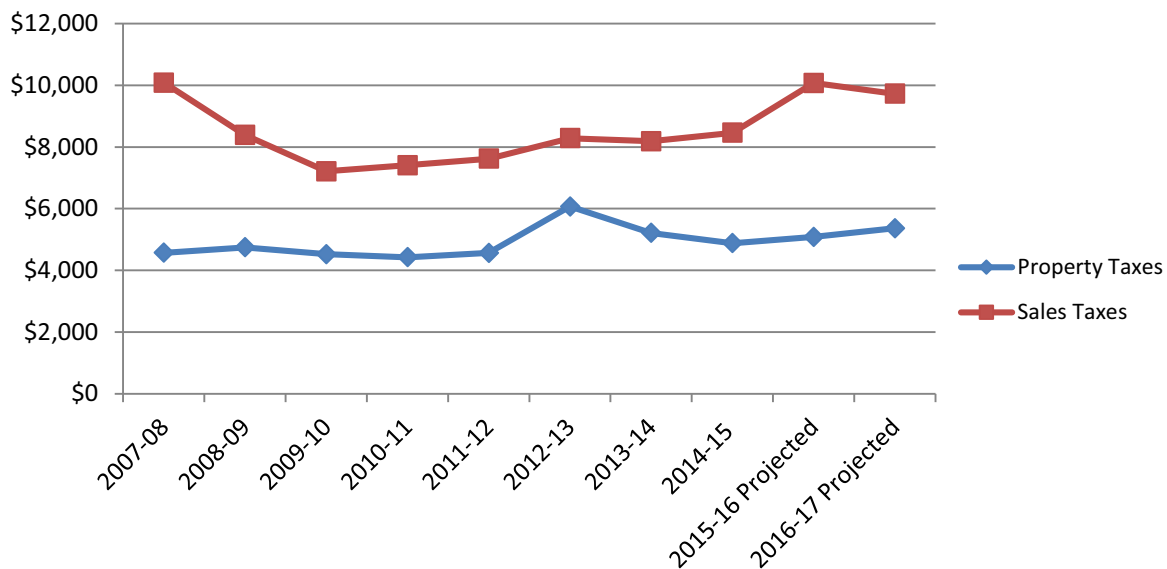
Whittier continues to recognize the importance of looking for new and innovative ways to assist its local business community. Staff will continue to assist with the planning of the Los Angeles County Small Business Contracting Connections seminars, which are spearheaded by the Los Angeles County Office of Small Business. Staff will also continue to promote the “Shop Whittier” campaign to encourage local shopping. Business outreach also continues to be an important component of the City’s Economic Development program and staff will continue to focus on visiting with both existing and prospective businesses.

The Public Works Department is continuing work on numerous capital projects, including various street and transportation projects throughout the City. The Water Division is actively managing and operating the new Pumping Plant No. 2 project, which includes a new SCADA system, new pumping plant, and additional water storage. The Water Division will continue to actively monitor drought conditions, and implement steps necessary to protect the City’s existing water supply. Additionally the department is

implementing a water and sewer system replacement program that will result in replacing the entire water system over the next 40 years and replacement of the entire sewer system over the next 30 years. Finally, the Solid Waste Disposal Division is in the design phase for landfill expansion and partial-closure projects.

Financial Trend Indicators – Fortunately, as demonstrated in the graph below, the City’s property tax revenues have remained stable throughout the past decade, while sales tax revenues have seen improvement in recent years following the recession. It should be noted that the City received a one-time distribution in fiscal year 2012-13 of \$1,125,163 from a property tax admin fee settlement and a distribution related to the former Whittier Redevelopment Agency.

**Ten Year Trend Lines
(in thousands)**



Employee Service Costs

The Employee Service Costs (ESC) category consists of salaries, wages and employee benefits. ESC makes up the largest component of General Fund expenditures and represents all personnel-related costs. There are currently two represented employee groups in the City: the Whittier Police Officers’ Association (sworn) and the Whittier City Employees’ Association (maintenance, clerical, technical, and other non-management employees). Management employees remain unrepresented.

Categories of ESC consist of the following:

- Salaries
- Wages
- Overtime
- Paid leave (vacation, sick, leave payoff, etc.)
- Public Employees’ Retirement System (PERS)

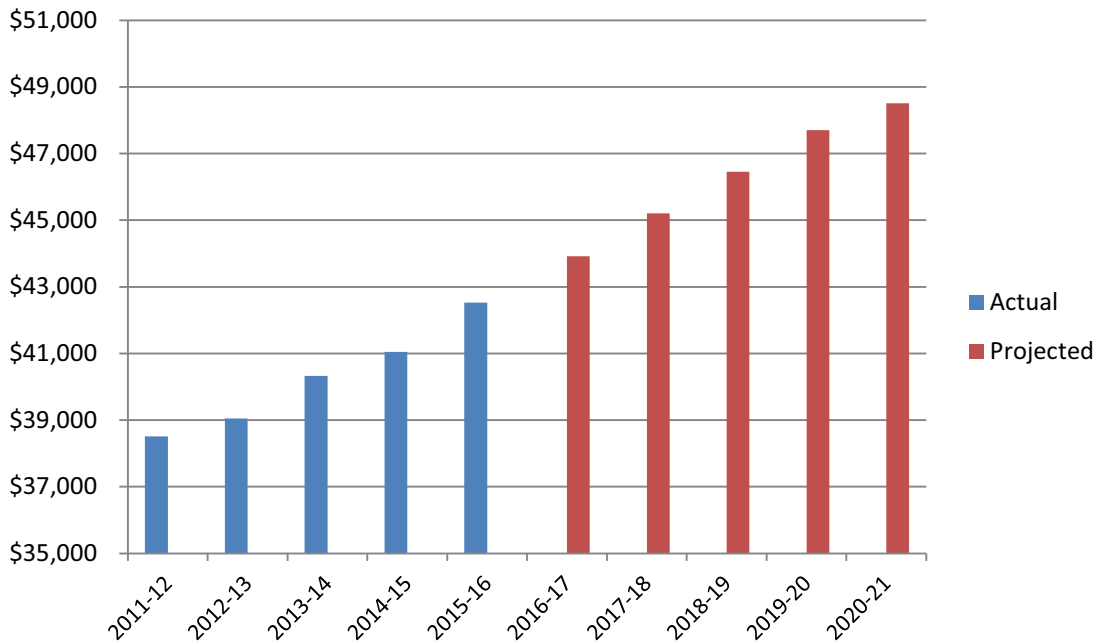
- Other benefits (insurance, 457 plans, disability insurance, unemployment, Medicare, disability pay, etc.)

The City strives to maintain existing employee service levels. Over the past several years there have been several reorganizations to address budget challenges, with a focus on minimizing impacts to City services. 2016-17 represents the final year of existing labor agreements. Beginning July 1, 2016, the City entered into a one-year agreement with two solid waste collection contractors, thereby reducing a total of 16 approved City positions.

Changes in Total Budgeted Positions:

	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17
General Fund	413.48	410.02	408.03	401.07	404.07	409.14
Total Positions	512.67	507.71	504.87	497.91	502.91	490.54

**General Fund
Employee Service Costs
(in thousands)**

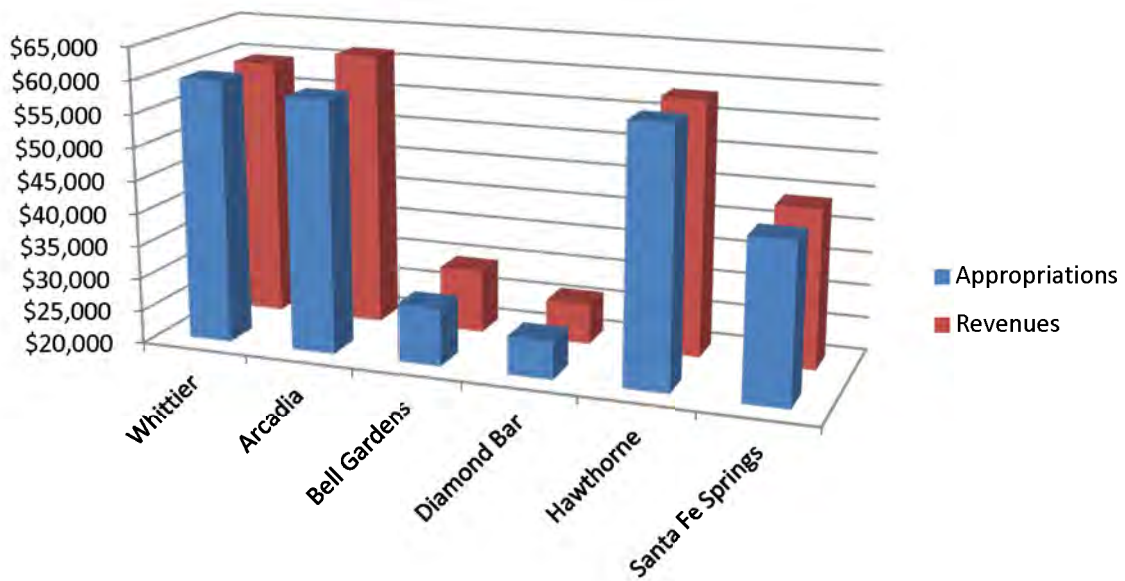


Comparative Budget Survey

In a per capita comparison of expenditures for 2016-2017 General Fund budgets, the City is comparable to the other Cities in Los Angeles County in providing municipal services per capita rate.

Los Angeles County		General Fund Budget	Total Budget	Population	Per Capita Spending
Whittier	Appropriations	\$59,840,749	\$119,946,312	88,341	\$650.89
	Revenues	59,448,835	134,528,755		
Arcadia	Appropriations	58,265,400	110,033,294	57,050	1,021.31
	Revenues	61,592,700	103,109,027		
Bell Gardens	Appropriations	28,707,000	46,347,123	42,952	668.35
	Revenues	29,561,000	42,547,328		
Diamond Bar	Appropriations	25,790,864	48,966,472	57,081	451.83
	Revenues	26,145,201	48,309,880		
Hawthorne (FY 2015-16)	Appropriations	58,488,363	111,976,797	88,003	664.62
	Revenues	58,492,058	114,285,253		
Santa Fe Springs (FY 2015-16)	Appropriations	43,917,400	56,200,000	18,459	2,379.19
	Revenues	44,009,000	71,700,000		

**General Fund Budget Comparisons
(in millions)**



Budget Process

For purposes of budget preparation and formulation, departmental budget submittals are prepared and submitted to the Controller's department by the middle of February. The submittals consist of two parts: a base request and supplemental requests to enhance or establish new budgets. As in past years, the City Controller's and City Manager's offices met with departments to develop the revenue and expenditure projections included in this adopted budget. City Council then meets for a special Study Session to discuss future goals and modify the proposed budget as necessary. Finally, the City Council approves each fiscal year's budget submitted by the City Manager prior to the beginning of the new fiscal year. Public hearings are conducted prior to budget adoption.

Basis of Budgeting

The City's budget is prepared, recorded, and controlled using a modified accrual basis for all governmental funds budgeted. Under this basis of budgeting, capital outlays and debt service principal payments are budgeted and recorded as expenditures. Debt proceeds, capital grants, interfund transfers, and interfund loans exceeding one year are budgeted and recorded as revenue. For accounting purposes, these entries in the funds are adjusted at year-end to comply with the full accrual basis of accounting in the City's Comprehensive Annual Financial Report (CAFR).

Budget Control

Supplemental appropriations, where required during the budget fiscal year, are approved by the City Council. Budget transfers that affect the total appropriations for any fund require City Council approval. Budget transfers within a budget code (department), with no change in total appropriations within the budget code, are approved by the City Manager. A budget code could be a program or a division of a department or a department in itself. In general, expenditures may not exceed appropriations at the budget code level for the General Fund and fund level for Special Revenue, Capital Projects and Debt Service Funds.

Departments monitor monthly reports to determine the availability of funds for expenditures. If the report indicates a marginal amount of funding available to cover the proposed expenditures, an inquiry is initiated by the Controller's office. Upon review by the Department Directors, purchase orders are transmitted to the Controller's Office for certification of budget compliance.

Budget Highlights

The Fund Balance Summary (pages 4-7) presents, by fund, beginning balances, operating revenues and expenditures, net operating surplus/(deficit), non-operating revenues and expenditures, net non-operating surplus/(deficit), reserve adjustments, net surpluses (or deficits) and the projected ending fund balance. To ensure reasonably accurate fund balance information, all revenue and expenditure

projections for fiscal year 2015-16 have been updated and are reflected in the beginning balances for 2016-17.

The Governmental Accounting Standards Board (GASB) issued Statement No. 54 that provided new direction on the accounting and reporting of fund balance and associated reserves. The requirements of this statement became effective for financial statements period beginning July 1, 2010. The City Council has approved the Fund Balance Policy for the General Fund and adopted a resolution approving the City's Emergency Contingency commitment of its fund balance. Council has also agreed to set aside and annually fund the General Fund's emergency contingency commitment at five (5%) percent of the following fiscal year's budgeted operating expenditures, which excludes transfers and capital improvement projects. For the fiscal year ended June 30, 2016, General Fund's Emergency Contingency was \$2,903,953. Established reserves are not utilized without City Council action, which generally occurs during the budget adoption process. A listing of reserves is provided on page 8.

Forecasted City revenues total \$84,208,327, comprised of \$83,118,244 in operating revenue and \$1,090,083 in non-operating revenues. Expenditures total \$100,150,785 and consist of \$80,389,517 in operating expenditures, \$2,382,807 in non-operating expenditures and \$17,378,461 for capital improvements/projects.

Total revenues and expenditures by fund type are as follows:

	Projected	Budgeted
	<u>Revenues</u>	<u>Expenditures</u>
<i>City of Whittier</i>		
General	\$ 59,448,835	\$ 59,840,749
Special Revenues	8,710,682	9,995,065
Fiduciary	422,259	413,570
Capital	37,600	14,258,055
Internal Services	<u>15,588,951</u>	<u>15,643,346</u>
<i>City Total</i>	\$ 84,208,327	\$100,150,785
<i>Whittier Utility Authority</i>	27,381,420	33,588,930
<i>Whittier Housing Authority</i>	<u>1,055,981</u>	<u>200,000</u>
Grand Total	<u>\$112,645,728</u>	<u>\$133,939,715</u>

The budget reflects adjustments to retirement costs based on the CalPERS contribution rates for 2016-17. Effective July 1, 2016, the rates are as follows: 26.430% for miscellaneous employees (up from 24.652% in 2015-16), 12% of this rate is being paid by the miscellaneous employees; and 54.679% for safety employees (up from 50.476% in 2015-16), 12% of this rate is being paid by the safety employees.

The total number of full-time City employees currently authorized is 389. In addition, the City continues to utilize a large number of part-time personnel, with combined total hours equivalent to approximately 103 full-time employees. The City has multi-year employee agreements currently in place to further strengthen the City's fiscal forecast.

General Fund

The adopted General Fund budget for 2016-17 consists of operating revenues of \$59,398,835, operating expenditures of \$58,982,026, and adjustment to reserves (details on page 8), which result in an operating surplus. Non-operating expenditures total \$858,723 and primarily consist of one-time maintenance and operation expenses. The General Fund is expected to end the year with an available fund balance of \$20,495,868. Additional reserves of \$11,051,197 are also available.

Major revenues are calculated based on a number of factors, including prior year budget amounts, year-end projections, current economic factors and consultant recommendations. An overall increase in operating revenues of approximately \$1,795,251 or 3.12% is projected for 2016-17, as compared to the 2015-16 adopted budget. The increase in revenue is primarily attributed to increases in property, sales and use, franchise, and motor vehicle in-lieu taxes. The following is a listing of major revenue sources in the General Fund.

Property Tax: The budget amount of \$5,360,783 represents a 5.45% increase from the 2015-16 adopted revenue amount of \$5,083,661.

Sales/Use Tax: For 2016-17, sales tax revenue is estimated to have an increase of 7.69% or \$694,500 compared to the 2015-16 adopted budget, for a 2016-17 projection of \$9,723,500.

Franchise Tax: The adopted amount of \$2,874,519 represents a 6.50% increase from the 2015-16 adopted revenue amount of \$3,074,519.

Utility User Tax: The 2016-17 revenue is estimated at \$7,075,000, which remains consistent with the prior year's adopted budget.

Motor Vehicle In-lieu: The 2016-17 revenue of \$8,462,311 represents a 4.92% increase from the 2015-16 adopted revenue amount of \$8,065,604.

Contribution for General Government: This is the cost allocation charged by the General Fund to other funds for administrative overhead. The estimated revenue for 2016-17 is \$2,017,422 which is a 1.656% increase from 2015-16.

Santa Fe Springs Policing: The budget associated with the Police services contract includes an increase partially attributed to rising health insurance costs. The base revenue amount for fiscal year 2016-17 is \$8,123,243.

Special Revenue Funds

The following is a description of the various Special Revenue Funds and the programs or services that they fund:

The *Traffic/COPS Program Fund (210)* continues to include one motor officer, one sergeant and two part-time community service related positions. However, this fund continues to operate with a declining year to year fund balance and additional staffing changes will need to be reviewed. Revenues have typically consisted of a portion of traffic fines and the Citizens' Option for Public Safety Program funding. The projected ending fund balance is \$461,377 for 2016-17. Additional funding alternatives may need to be explored in the future years to maintain existing service levels.

The *Asset Forfeiture Fund (250)* has a very unpredictable revenue source. Therefore, it is nearly impossible to predict how much, if any, revenue will be received during this budget period. The ending fund balance for 2016-17 is estimated at \$0. In addition, funds set aside in reserve accounts are allocated as follows: \$269,928 for Police Salaries, because revenue in this fund is unpredictable, this reserve account was set up as a contingency to ensure future funding for staff. Current operating expenditures are projected to exceed operating revenues. This scenario will eventually result in a depleted fund balance and necessitate the use of salary reserves in the future.

The Los Angeles County Metropolitan Transit Authority (Metro) distributes monies to cities within Los Angeles County to finance transit development programs approved by voters under *Proposition A (270)*, *Proposition C (280)* and *Proposition A Incentive Funds (275)* which produce a combined year-end fund balance of \$608,284 in the City. There is an additional \$722,231 in Greenway Trail Rental reserve. Fixed Route service is provided through the City of Norwalk.

Another transit program distributed by Metro is the *Measure R Fund (285)* which was also established by the County voters and resulted in an increased sales tax rate in Los Angeles County by ½ cent. The City is expecting to receive \$727,688 in 2016-17.

The *Uptown Parking District No. 1 (291)* was established to fund the operation of the City-owned multi-deck parking structure. In District No. 1, a net operating surplus of \$26,227 is projected. Major operating revenue sources are property tax assessments, rental income and parking fees. The fund is expected to end with a fund balance of \$100,872 on June 30, 2017.

The *Uptown Parking District No. 2 (292)* was established to fund the operation of City-owned surface parking lots. In District No. 2, a net operating surplus of \$9,118 is projected at year-end. The surplus will accumulate in fund balance for future operations and projects, including improved lighting. Major operating revenue sources are property tax assessments, rental income and meter fees. The fund balance at year-end is estimated at \$1,633,275.

Whittier Redevelopment Agency

In January 2012, ABX1 26 went into effect and essentially eliminated redevelopment agencies throughout the State. As a result of this new law, the *Whittier Redevelopment Agency (WRA)* was replaced with the *Whittier Redevelopment Successor Agency (WRSA)* and the *Whittier Housing Authority (WHA)*. Based on legal advice, the budgets for these two new entities are currently not included in this document, because the final authority for their expenditure approvals are legislatively assigned to several agencies, including the State of California's Department of Finance.

Whittier Utility Authority and Internal Service Operations

The Change in Financial Position schedules for the Whittier Utility Authority and Internal Service Funds differ slightly from those of the General and Special Revenue Funds. Emphasis is placed on net operating income and available working capital. The term "Available Working Capital" refers essentially to ending fund balances.

The *Sewer Fund (410)* is projected to have operating revenue of \$4,274,628 and capital expenditures of \$4,410,000. This is the final year of the four-year rate plan to increase rates sufficiently to fund a target sewer infrastructure replacement schedule of 30 years. An example residential consumer using 11 billing units of water per month will realize a monthly increase of \$0.66. As working capital is accumulated in this fund, it is used to fund capital projects. Available net working capital at year-end is estimated to be \$59,867 that will be used to fund future capital projects.

The *Water Fund (420)* anticipates an operating income that will be approximately \$1,779,371 in 2016-17, which includes an anticipated rate adjustment. This is the third year of the four-year rate plan to increase rates sufficiently to fund a target water infrastructure replacement schedule of 40 years. The example customer with a $\frac{3}{4}$ " meter and using 11 billing units of water per month will realize a monthly rate increase of \$6.73. The proposed budget includes capital expenditures of \$5,755,000 allowing for available net working capital on June 30, 2017 projected at \$235,074. The fund currently has reserve funds totaling \$980,586 and comprised of the following: \$1,300,000 - Lease Repayment; \$2,000,000 - Emergency Capital Repairs; \$49,586 - Water Connection Fees; and \$631,000 - Operating Capital.

The *Solid Waste Disposal Fund (440)* has a projected 2015-16 ending balance of \$873,338.

The *Workers Compensation (720)*, *General Liability (730)* and *Group Health Insurance Funds (780)* are internal service funds and the amounts charged to departments are in proportion to operating expenses. The adopted budget reflects a combined fund balance of \$4,689,623. The City has agreed to equally share 2016-17 healthcare increases with eligible employees.

The *Mobile Equipment Maintenance Fund (740)* is projected to have a year-end fund balance of \$723,620.

The *Mobile Equipment Replacement Fund (750)* reflects total revenue of \$1,360,199 and total appropriations of \$1,086,200 for mobile equipment replacements. The projected fund balance on June 30, 2017 is \$6,657,016.

Other (non-mobile) equipment replacements are budgeted in the *Equipment Replacement Fund (770)*. Reflected in the adopted budget for Fund 770 are revenues of \$207,200, appropriations of \$198,200 and reserve funds totaling \$1,384,897, comprised of the following: \$398,697 – Police Equipment; \$628,365 – Copiers; and \$357,835 – Financial Information System Replacement.

Five-Year Capital Improvement Program

The Five-Year Capital Improvement Summary Schedule lists all capital projects and their funding sources, and indicates which projects are recommended for funding in 2016-17. Although the schedule provides information for a number of years, only the appropriations remaining as of June 30, 2016, and the 2016-17 budget adoptions are fully funded. The future years' amounts are estimates and provided solely for informational purposes. Those projects and/or amounts may change, and are not considered approved or funded until they are presented to the City Council during budget proceedings in their respective years.

Major Priorities and Funding Sources

New CIP projects in the adopted budget consist of a number of improvements, including projects related to the Greenway Trail extension, information technology, sidewalk repairs, water and sewer improvements, mobile equipment replacement, facility improvements, replacement of traffic signals, street signs, street lighting, and street resurfacing. Funding for these projects is listed in the Five-Year Capital Improvement Program section of the budget.

For the Future

While staff will continue to closely monitor the City's financial position, the condition of critical infrastructure to meet current and future needs of the community remains of high importance to the organization. For this purpose, the City remains on course with future strategies and improvements to attain these goals. In addition to projects noted on the Five-Year Capital Improvement Plan, the City is also pursuing the following goals and projects:

- Implementation of an assessment district in the Uptown area.
- Parking improvements in the Uptown area, including a multi-level parking structure.
- Streetscape improvements in the Uptown area, including curb, gutter, sidewalk and landscape projects.
- Infrastructure upgrades in the Uptown area to accommodate future residential

- and commercial development projects.
- Pursuing a large scale development on the former Alpha Beta site under the new Uptown Whittier Specific Plan, which will include mixed use components.
 - Future streetscape enhancements along portions of Whittier Boulevard including the construction of a drought tolerant median.
 - Construction of the eastern expansion and related funding for the Whittier Greenway Trail.
 - Working with the State and developer regarding reuse of the Fred C. Nelles School property.
 - Continue to honor families whose relatives are serving in the Armed Forces with the Blue Star Banner program.
 - Developing a storm water management program to address fiscal and compliance concerns related to State mandated requirements.

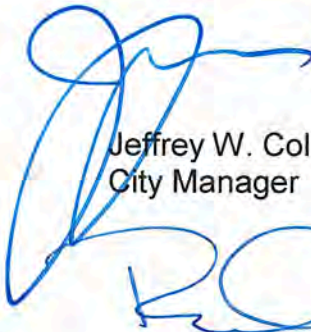
Conclusion

The City of Whittier is anticipating modest revenue increases from existing sources over the next several fiscal years. As such, the City will closely monitor many factors impacting revenues and look at strategies to achieve balanced budgets while maintaining existing service levels for our community. During 2016-17, staff will continue to pursue opportunities for new revenue sources to meet the growing needs of the City, while closely monitoring economic changes with Whittier's fiscal situation.

With continuing economic challenges facing our City, Whittier is aware leadership stability is critical to maintaining operation continuity for its citizens.

We want to thank the City Council for their support and believe this budget reflects your leadership and concern for the financial stability of the City. In addition, we would like to thank Department Directors and their staff for their participation in this process, and Monica Lo, Assistant City Controller, for her diligence and commitment to the preparation of this document.

Sincerely,



Jeffrey W. Collier
City Manager

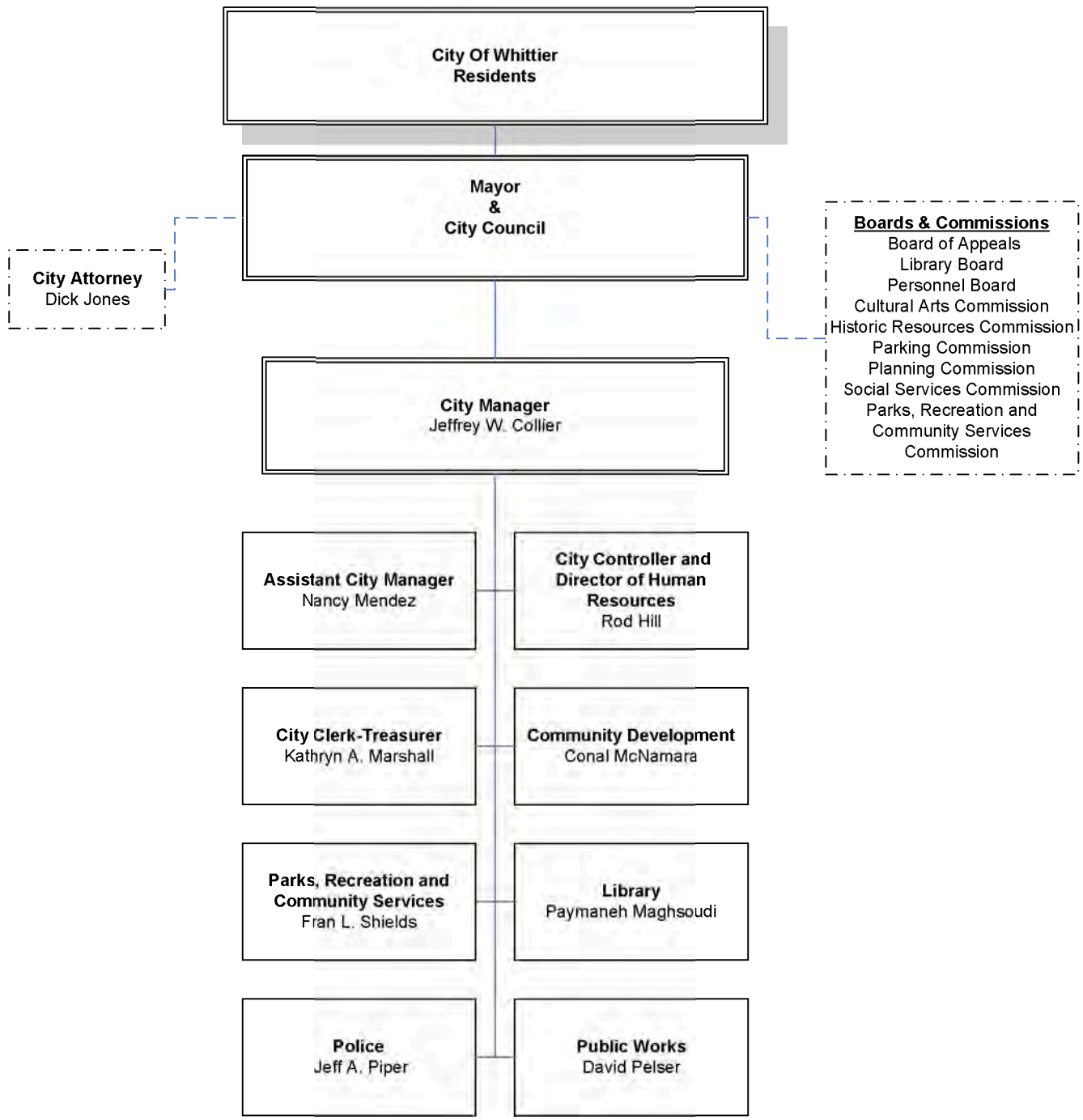


Rod C. Hill
City Controller & Director of Human Resources



City of Whittier

Organization Chart





City of Whittier

Budget Summary Schedules



People, Pride, Progress

*Adopted Budget for
Fiscal Year 2016-17*

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City of Whittier

- *Fund Balance Summary*
- *Summary of Total of Reserved Monies*
- *Five Year Projection – General Fund*

City of Whittier

FUND BALANCE SUMMARY

FISCAL YEAR 2016-17

Fund	Description	Projected Fund Balance June 30, 2016	Total Operating Revenues	Total Operating Budget	Reserve Adjustments	Operating CIP	Total Adjustments
100	GENERAL FUND	\$ 21,290,000	\$ 59,398,835	\$ 58,982,026	\$ (402,218) (a)	\$0	\$ (402,218)
	SPECIAL REVENUE FUNDS						
210	Traffic Offender	526,542	100,000	296,165	0	0	0
230	Air Quality Improvement	659,509	100,000	64,926	0	0	0
240	Street Lighting District 1-91	1,039	1,380	1,069	0	0	0
250	Asset Seizure-Forfeiture	30,505	90,000	162,252	169,747	0	169,747
254	Business Improvement Area	3,500	112,000	111,500	0	0	0
260	Library Grant / SB 358	104,379	35,508	35,448	0	0	0
261	Gas Tax - 2107	369,625	592,500	650,000	0	0	0
262	Prop 1B Bonds Projects	600	0	0	0	0	0
263	Traffic Congestion Relief	333,414	685,000	0	0	(954,255)	(954,255)
264	Traffic Safety	496,717	350,000	350,000	0	0	0
265	Gas Tax B - 2106	468,119	810,000	451,201	0	(289,751)	(289,751)
266	Gas Tax - 2105	302,442	480,000	500,000	0	0	0
267	HUD Grants	0	743,838	743,838	0	0	0
268	Subventions and Grants	0	101,564	101,564	0	0	0
269	Home Grants	0	297,605	297,605	0	0	0
270	Proposition A - Transit	0	1,654,397	1,654,038	0	0	0
275	Proposition A - Incentive	168,261	275,000	293,936	0	0	0
280	Proposition C - Transit	880,583	1,043,916	1,364,399	(100,000) (b)	(105,500)	(205,500)
285	Measure R	2,170,552	727,688	328,038	0	0	0
291	Parking District No. 1	74,645	97,085	70,858	0	0	0
292	Parking District No. 2	1,622,157	114,253	105,135	0	0	0
294	Uptown Village Maintenance District	13,391	0	53,587	0	0	0
	Total Special Revenue Funds	8,225,980	8,411,734	7,635,559	69,747	(1,349,506)	(1,279,759)
	FIDUCIARY FUNDS						
586	Community Facilities District 89-1	2,287	421,759	5,820	0	0	0
	Total Fiduciary Funds	2,287	421,759	5,820	0	0	0
	CAPITAL FUNDS						
635	Capital Projects - General	967,197	0	0	0	(80,500)	(80,500)
637	Capital Projects - New PD Building	2,517,248	0	0	0	0	0
638	Non-Housing Project	13,838,055	37,600	0	0	0	0
	Total Capital Funds	17,322,500	37,600	0	0	(80,500)	(80,500)
	INTERNAL SERVICE FUNDS						
715	Information Technology	124,614	823,348	780,678	0	(162,100)	(162,100)
720	Worker's Compensation	1,462,266	2,048,451	2,246,859	0	0	0
730	General Liability	3,243,695	1,728,913	1,938,242	0	0	0
740	Mobile Equipment	719,688	2,678,429	2,676,497	0	0	0
750	Mobile Replacement	6,369,817	1,348,199	0	0	(1,073,000)	(1,073,000)
770	Equipment Replacement	0	205,200	65,000	0	(120,000)	(120,000)
780	Group Health Insurance	336,824	6,015,776	6,058,836	0	0	0
	Total Internal Service Funds	12,256,904	14,848,316	13,766,112	0	(1,355,100)	(1,355,100)
	TOTAL CITY BUDGET	59,097,671	83,118,244	80,389,517	(332,471)	(2,785,106)	(3,117,577)

City of Whittier
FUND BALANCE SUMMARY
FISCAL YEAR 2016-17

Net Operating Surplus/ (Deficit)	Total Non-Operating Revenue	Total Non-Operating Budget	Total Net Non-Operating Surplus/ (Deficit)	Non-Operating CIP	Projected Fund Balance June 30, 2017
\$ 14,591	\$ 50,000	\$ 858,723	\$ (808,723)	\$0	\$ 20,495,868
(196,165)	131,000	0	131,000	0	461,377
35,074	1,000	0	1,000	0	695,583
311	0	0	0	0	1,350
97,495	2,000	130,000	(128,000)	0	0
500	0	0	0	0	4,000
60	0	0	0	0	104,439
(57,500)	0	0	0	0	312,125
0	1,000	0	1,000	0	1,600
(269,255)	1,000	0	1,000	0	65,159
0	0	0	0	0	496,717
69,048	1,500	0	1,500	0	538,667
(20,000)	0	0	0	0	282,442
0	0	0	0	0	0
0	0	0	0	0	0
0	0	0	0	0	0
359	1,000	0	1,000	0	1,359
(18,936)	0	0	0	0	149,325
(525,983)	103,000	0	103,000	0	457,600
399,650	4,000	880,000	(876,000)	0	1,694,202
26,227	0	0	0	0	100,872
9,118	2,000	0	2,000	0	1,633,275
(53,587)	51,448	0	51,448	0	11,252
(503,584)	298,948	1,010,000	(711,052)	0	7,011,344
415,939	500	407,750	(407,250)	0	10,976
415,939	500	407,750	(407,250)	0	10,976
(80,500)	0	81,500	(81,500)	(220,400)	584,797
0	0	0	0	0	2,517,248
37,600	0	0	0	(13,875,655)	0
(42,900)	0	81,500	(81,500)	(14,096,055)	3,102,045
(119,430)	627,000	24,834	602,166	(484,100)	123,250
(198,408)	10,000	0	10,000	0	1,273,858
(209,329)	87,635	0	87,635	0	3,122,001
1,932	2,000	0	2,000	0	723,620
275,199	12,000	0	12,000	0	6,657,016
20,200	2,000	0	2,000	(13,200)	9,000
(43,060)	0	0	0	0	293,764
(272,896)	740,635	24,834	715,801	(497,300)	12,202,509
(388,850)	1,090,083	2,382,807	(1,292,724)	(14,593,355)	42,822,742

City of Whittier

FUND BALANCE SUMMARY

FISCAL YEAR 2016-17

Fund	Description	Projected Fund Balance June 30, 2016	Total Operating Revenues	Total Operating Budget	Reserve Adjustments	Operating CIP	Total Adjustments
<i>WHITTIER UTILITY AUTHORITY</i>							
410	Sewer Maintenance	2,406,333	4,274,628	1,965,044	0	(4,410,000)	(4,410,000)
420	Water	-	16,242,389	9,096,670	(16,348) (c)	(5,350,000)	(5,366,348)
430	Solid Waste Collection	6,269,675	0	1,525,431	0	(50,000)	(50,000)
440	Solid Waste Disposal	2,052,577	4,322,327	3,443,566	0	0	0
450	Water Facilities Replacement	3,023,507	348,600	3,380,107	0	0	0
456	Landfill Closure	8,787,131	272,000	0	0	0	0
470	Water Bond	0	1,232,145	4,100	0	0	0
490	Environmental Liability	644,063	0	0	0	0	0
<i>TOTAL UTILITY AUTHORITY</i>		23,183,286	26,692,089	19,414,918	(16,348)	(9,810,000)	(9,826,348)
<i>WHITTIER HOUSING AUTHORITY</i>							
912	Housing Assistance	659,556	176,800	150,000	0	0	0
<i>TOTAL HOUSING AUTHORITY</i>		659,556	176,800	150,000	0	0	0
GRAND TOTAL		\$ 82,940,513	\$ 109,987,133	\$ 99,954,435	\$ (348,819)	\$ (12,595,106)	\$ (12,943,925)

(a) Decrease reserves for Designated PEG (\$188,321) and General Plan (\$140,000). Increase reserves for Emergency Contingency (\$100,000), Rental Units (\$29,311), Art in Public Places (\$5,500), and Designated Park In-Lieu (\$595,728)

(b) Increase in Greenway Reserve for Rental (\$100,000)

(d) Increase reserve for Water Connection Fees (\$16,348)

City of Whittier
FUND BALANCE SUMMARY
FISCAL YEAR 2016-17

Net Operating Surplus/ (Deficit)	Total Non-Operating Revenue	Total Non-Operating Budget	Total Net Non-Operating Surplus/ (Deficit)	Non-Operating CIP	Projected Fund Balance June 30, 2017
(2,100,416)	5,000	11,050	(6,050)	(240,000)	59,867
1,779,371	539,964	217,050	322,914	(405,000)	1,697,285
(1,575,431)	0	81,500	(81,500)	0	4,612,744
878,761	2,000	0	2,000	(2,060,000)	873,338
(3,031,507)	8,000	0	8,000	0	0
272,000	12,000	0	12,000	0	9,071,131
1,228,045	121,367	1,349,412	(1,228,045)	0	0
0	1,000	0	1,000	0	645,063
(2,549,177)	689,331	1,659,012	(969,681)	(2,705,000)	16,959,428
26,800	879,181	50,000	829,181	0	1,515,537
26,800	879,181	50,000	829,181	0	1,515,537
\$ (2,911,227)	\$ 2,658,595	\$ 4,091,819	\$ (1,433,224)	\$ (17,298,355)	\$ 61,297,707

City of Whittier Summary and Total of Reserved Monies

	2014-15 Actual	2015-16 Projected	2015-16 Changes	2016-17 Projected Ending Balance
General Fund Reserves				
Police Facility	\$ 58,148	\$ 58,148	\$ -	\$ 58,148
PERS Reserve	4,707,308	4,707,308	-	4,707,308
Emergency Contingency	2,829,659	2,829,659	100,000	2,929,659
Art in Public Places	293,874	464,027	5,500	469,527
Art in Public Places - Whittier College	15,750	15,750	-	15,750
General Plan	900,219	1,011,392	(140,000)	871,392
Rental Units	632,698	664,858	29,311	694,169
Designated PEG	437,548	491,227	(188,321)	302,906
Designated Oil Wells	100,000	100,000	-	100,000
Designated Mineral Extraction	232,982	232,982	-	232,982
Designated Park In-Lieu	-	-	595,728	595,728
Designated Parkland	73,628	73,628	-	73,628
General Fund Subtotal	\$ 10,281,814	\$ 10,648,979	\$ 402,218	\$ 11,051,197
Asset Forfeiture Fund Reserves				
Police Dept. / Library Facilities	\$ 103,168	\$ -	\$ -	\$ -
Police Dept. Equipment	80,664	-	-	-
Police Salary	439,675	439,675	(169,747)	269,928
Asset Forfeiture Fund Subtotal	\$ 623,507	\$ 439,675	\$ (169,747)	\$ 269,928
Prop. C Fund Reserves				
Greenway Reserve for Rental Income	\$ 522,231	\$ 622,231	\$ 100,000	\$ 722,231
Prop. C Fund Subtotal	\$ 522,231	\$ 622,231	\$ 100,000	\$ 722,231
Capital Projects Fund Reserves				
City Yard	\$ 119,066	\$ 119,066	\$ -	\$ 119,066
Capital Projects Fund Subtotal	\$ 119,066	\$ 119,066	\$ -	\$ 119,066
Water Fund Reserves				
Water Connection Fee	\$ 16,890	\$ 33,238	\$ 16,348	\$ 49,586
Emergency Capital Repairs	2,000,000	2,000,000	-	2,000,000
Operating Capital	631,000	631,000	-	631,000
Lease Repayment	1,300,000	1,300,000	-	1,300,000
Water Fund Subtotal	\$ 3,947,890	\$ 3,964,238	\$ 16,348	\$ 3,980,586
General Liability Fund Reserves				
Solid Waste Disposal Environmental Liability	\$ 560,000	\$ 560,000	\$ -	\$ 560,000
Solid Waste Collection Environmental Liability	497,615	497,615	-	497,615
General Liability Fund Subtotal	\$ 1,057,615	\$ 1,057,615	\$ -	\$ 1,057,615
Equipment Replacement Fund Reserves				
Police Equipment	\$ 398,697	\$ 398,697	\$ -	\$ 398,697
Copiers	556,067	574,365	54,000	628,365
Financial Information System Replacement	50,000	200,000	157,835	357,835
Equipment Replacement Fund Subtotal	\$ 1,004,764	\$ 1,173,062	\$ 211,835	\$ 1,384,897
Totals	\$ 17,556,887	\$ 18,024,866	\$ 560,654	\$ 18,585,520

City of Whittier Five Year Projection – General Fund

	FY 16/17 Adopted	FY 17/18 Projected*	FY 18/19 Projected*	FY 19/20 Projected*	FY 20/21 Projected*
Revenues					
Taxes	\$ 25,816,802	\$ 26,383,000	\$ 27,006,000	\$ 27,720,000	\$ 28,457,000
Licenses and Permits	2,457,160	2,482,000	2,507,000	2,532,000	2,557,000
Fines/Forfeitures	731,700	732,000	732,000	732,000	732,000
Motor Vehicle In Lieu	8,462,311	8,770,000	9,095,000	9,435,000	9,791,000
Use of Money and Property	726,346	744,000	763,000	782,000	802,000
SFS Policing Contract	8,123,243	8,310,000	8,499,000	8,690,000	8,811,000
Charges for Services / Others	13,081,273	10,902,000	10,907,000	10,912,000	10,917,000
Total Revenues	\$ 59,398,835	\$ 58,323,000	\$ 59,509,000	\$ 60,803,000	\$ 62,067,000
Operating Expenditures					
Employee Services	\$ 43,917,847	\$ 45,207,000	\$ 46,449,000	\$ 47,698,000	\$ 48,509,000
Maintenance and Operations	14,161,212	14,529,000	14,914,000	15,316,000	15,739,000
Capital Outlay	692,259	383,000	390,000	398,000	406,000
Transfers-Out	210,708	186,000	186,000	186,000	186,000
Total Operating Expenditures	\$ 58,982,026	\$ 60,305,000	\$ 61,939,000	\$ 63,598,000	\$ 64,840,000
Adopted/Projected Adjustment	\$ 402,218	\$ (1,982,000)	\$ (2,430,000)	\$ (2,795,000)	\$ (2,773,000)
Net Operating Surplus/(Deficit)	\$ 14,591	\$ 0	\$ 0	\$ 0	\$ 0

* Projected figures are based on historical revenue and expenditure data. Future year projections are estimates only and have not been approved by City Council. These figures are for forecasting purposes only.



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City of Whittier

Personnel Schedules

- *Summary of All Budgeted Positions*
- *Budgeted Full Time Positions*
- *Budgeted Part Time Positions/Full Time Equivalent*
- *Employee Service Costs*

**City of Whittier
Total Budgeted Positions
For Fiscal Years 2012-13 Through 2016-17**

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>
<u>General Fund</u>					
100-12-121-000 City Manager	4.56	4.56	4.56	5.56	5.56
100-12-122-000 Public Information	1.05	1.05	1.05	1.05	1.05
100-15-151-000 City Clerk	6.90	6.90	6.90	6.90	7.54
100-15-152-000 City Treasurer	3.17	3.25	3.25	3.25	3.25
100-15-152-302 Business License	1.90	1.90	1.90	1.90	3.22
100-18-141-000 Building and Safety	7.04	7.04	7.04	8.04	8.04
100-18-161-000 Planning	8.30	7.30	7.30	8.30	8.30
100-18-181-000 Community Development - Admin.	3.95	3.95	3.95	3.95	3.95
100-18-181-507 Economic Development	1.00	1.00	1.00	1.00	1.00
100-21-211-000 Library	40.26	42.16	42.16	42.16	42.16
100-22-221-000 Park	42.75	42.75	42.75	42.75	43.77
100-23-231-000 Community Services	57.43	54.41	51.72	51.72	52.03
100-23-231-601 July 4th Flag Raising Ceremony	0.60	0.60	0.60	0.60	0.60
100-25-171-000 Human Resources	3.46	3.46	3.46	3.46	3.24
100-25-172-000 Emergency Management	0.32	0.32	0.32	0.32	0.32
100-25-251-000 City Controller	12.75	12.75	12.48	12.48	12.48
100-30-142-000 Civic Center Maintenance	3.00	3.00	3.00	3.00	3.00
100-30-321-802 Street Cleaning	0.00	0.00	0.00	0.00	2.00
100-30-321-803 Street Maintenance	21.60	21.60	18.60	18.60	18.60
100-30-321-804 Traffic Signals	3.00	3.00	3.00	3.00	3.00
100-30-321-810 Graffiti Removal	3.00	3.00	3.00	3.00	3.00
100-30-332-000 Engineering	7.60	7.60	7.60	7.60	7.60
100-40-411-000 Police	128.38	128.43	128.43	128.43	128.43
100-40-423-705 Police - Santa Fe Springs	39.00	39.00	39.00	39.00	39.00
100-40-431-000 Code Enforcement	4.00	4.00	4.00	4.00	4.00
100-40-441-000 Police-Whittwood	1.00	1.00	1.00	1.00	1.00
100-40-461-714 SROs in School	4.00	4.00	3.00	3.00	3.00
Total General Fund Positions	410.02	408.03	401.07	404.07	409.14
<u>Special Revenue Funds</u>					
210-40-451-000 Traffic Offender/COPS	3.32	3.32	3.32	3.32	3.32
230-23-243-000 Air Quality Improvement	0.20	0.20	0.20	0.20	0.20
250-40-471-000 Asset Seizure/Forfeiture	1.00	1.00	1.00	1.00	1.00
267-18-182-502 Housing Rehabilitation	1.00	0.00	0.00	0.00	0.00
267-18-182-505 CDBG - Code Enforcement	2.00	2.00	2.00	2.00	2.00
270-23-241-607 Transit Administration	3.30	3.30	3.30	3.30	3.30
270-23-241-608 Prop A - Dial-A-Ride	0.08	0.08	0.08	0.08	0.08
270-23-241-609 Prop A - Fixed Route	0.42	0.42	0.42	0.42	0.42
270-23-241-627 Prop A - Recreation Transit	0.00	0.00	0.00	0.00	0.00
280-23-241-613 Prop C - Access	0.62	0.62	0.62	0.62	0.62
280-23-241-627 Prop C - Recreation Transit	0.16	0.16	0.16	0.16	0.16
291-30-333-000 Parking District No. 1	2.01	2.01	2.01	2.01	2.01
Total Special Revenue Fund Positions	14.11	13.11	13.11	13.11	13.11
<u>Internal Service Fund</u>					
715-15-151-000 Information Tech	7.20	7.20	7.20	7.20	7.20
720-25-261-000 Worker's Compensation	0.45	0.45	0.45	0.45	0.45
730-25-262-000 General Liability	0.40	0.40	0.40	0.40	0.40
740-30-361-000 Mobile Equipment	12.60	12.60	12.60	12.60	12.60
Total Internal Service Funds Positions	20.65	20.65	20.65	20.65	20.65
<u>Whittier Utility Authority</u>					
410-30-342-000 Sewer	4.94	4.94	4.94	4.94	6.94
420-30-341-841 Water	23.70	24.70	24.70	26.70	26.70
420-30-341-850 Water - EPA Plant	1.00	0.00	0.00	0.00	0.00
430-30-352-851 Solid Waste Collection	23.29	23.44	23.44	23.44	6.00
430-30-352-853 Solid Waste Street Cleaning	2.00	2.00	2.00	2.00	0.00
440-30-353-000 Solid Waste Disposal	8.00	8.00	8.00	8.00	8.00
Total Whittier Utility Authority Positions	62.93	63.08	63.08	65.08	47.64
TOTAL POSITIONS	507.71	504.87	497.91	502.91	490.54

City of Whittier
Budgeted Full Time Positions
For Fiscal Years 2012-13 Through 2016-17

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>
<u>General Fund</u>					
100-12-121-000 City Manager	4.00	4.00	4.00	5.00	5.00
100-15-151-000 City Clerk	6.00	6.00	6.00	6.00	6.00
100-15-152-000 City Treasurer	3.00	3.00	3.00	3.00	3.00
100-15-152-302 Business License	1.00	1.00	1.00	1.00	2.00
100-18-141-000 Building and Safety	7.00	7.00	7.00	8.00	8.00
100-18-161-000 Planning	8.00	7.00	7.00	8.00	8.00
100-18-181-000 Community Development - Admin.	3.00	3.00	3.00	3.00	3.00
100-18-181-507 Economic Development	1.00	1.00	1.00	1.00	1.00
100-21-211-000 Library	22.00	22.00	22.00	22.00	22.00
100-22-221-000 Park	32.00	32.00	32.00	32.00	32.00
100-23-231-000 Community Services	18.00	18.00	17.00	17.00	17.00
100-25-171-000 Human Resources	2.00	2.00	2.00	2.00	2.00
100-25-251-000 City Controller	12.00	12.00	11.00	11.00	11.00
100-30-142-000 Civic Center Maintenance	3.00	3.00	3.00	3.00	3.00
100-30-321-802 Street Cleaning	0.00	0.00	0.00	0.00	2.00
100-30-321-803 Street Maintenance	19.00	19.00	16.00	16.00	16.00
100-30-321-804 Traffic Signals	3.00	3.00	3.00	3.00	3.00
100-30-321-810 Graffiti Removal	3.00	3.00	3.00	3.00	3.00
100-30-332-000 Engineering	6.00	6.00	6.00	6.00	6.00
100-40-411-000 Police	120.00	120.00	120.00	120.00	120.00
100-40-423-705 Police - Santa Fe Springs	39.00	39.00	39.00	39.00	39.00
100-40-431-000 Code Enforcement	4.00	4.00	4.00	4.00	4.00
100-40-441-000 Police-Whittwood	1.00	1.00	1.00	1.00	1.00
100-40-461-714 SROs in School	4.00	4.00	3.00	3.00	3.00
Total General Fund Positions	<u>321.00</u>	<u>320.00</u>	<u>314.00</u>	<u>317.00</u>	<u>320.00</u>
<u>Special Revenue Funds</u>					
210-40-451-000 Traffic Offender/COPS	2.00	2.00	2.00	2.00	2.00
250-40-471-000 Asset Seizure/Forfeiture	1.00	1.00	1.00	1.00	1.00
267-18-182-502 Housing Rehabilitation	1.00	0.00	0.00	0.00	0.00
267-18-182-505 CDBG - Code Enforcement	2.00	2.00	2.00	2.00	2.00
270-23-241-607 Transit Administration	3.00	3.00	3.00	3.00	3.00
Total Special Revenue Fund Positions	<u>9.00</u>	<u>8.00</u>	<u>8.00</u>	<u>8.00</u>	<u>8.00</u>
<u>Internal Service Fund</u>					
715-15-151-000 Information Tech	6.00	6.00	6.00	6.00	6.00
740-30-361-000 Mobile Equipment	12.00	12.00	12.00	12.00	12.00
Total Internal Service Funds Positions	<u>18.00</u>	<u>18.00</u>	<u>18.00</u>	<u>18.00</u>	<u>18.00</u>
<u>Whittier Utility Authority</u>					
410-30-342-000 Sewer	4.00	4.00	4.00	4.00	6.00
420-30-341-841 Water	21.00	22.00	22.00	24.00	24.00
420-30-341-850 Water - EPA Plant	1.00	0.00	0.00	0.00	0.00
430-30-352-851 Solid Waste Collection	22.00	22.00	22.00	22.00	6.00
430-30-352-853 Solid Waste Street Cleaning	2.00	2.00	2.00	2.00	0.00
440-30-353-000 Solid Waste Disposal	7.00	7.00	7.00	7.00	7.00
Total Whittier Utility Authority Positions	<u>57.00</u>	<u>57.00</u>	<u>57.00</u>	<u>59.00</u>	<u>43.00</u>
TOTAL FULL TIME POSITIONS	<u>405.00</u>	<u>403.00</u>	<u>397.00</u>	<u>402.00</u>	<u>389.00</u>

City of Whittier
Budgeted Part-Time Positions (Full Time Equivalent)
For Fiscal Years 2012-13 Through 2016-17

	<u>2012-13</u>	<u>2013-14</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>
<u>General Fund</u>					
100-12-121-000 City Manager	0.56	0.56	0.56	0.56	0.56
100-12-122-000 Public Information	1.05	1.05	1.05	1.05	1.05
100-15-151-000 City Clerk	0.90	0.90	0.90	1.54	1.54
100-15-152-000 City Treasurer	0.17	0.25	0.25	0.25	0.25
100-15-152-302 Business License	0.90	0.90	0.90	1.22	1.22
100-18-141-000 Building and Safety	0.04	0.04	0.04	0.04	0.04
100-18-161-000 Planning	0.30	0.30	0.30	0.30	0.30
100-18-181-000 Community Development - Admin.	0.95	0.95	0.95	0.95	0.95
100-21-211-000 Library	18.26	20.16	20.16	20.16	20.16
100-22-221-000 Park	10.75	10.75	10.75	11.77	11.77
100-23-231-000 Community Services	39.43	36.41	34.72	35.03	35.03
100-23-231-601 July 4th Flag Raising Ceremony	0.60	0.60	0.60	0.60	0.60
100-25-171-000 Human Resources	1.46	1.46	1.46	1.24	1.24
100-25-172-000 Emergency Management	0.32	0.32	0.32	0.32	0.32
100-25-251-000 City Controller	0.75	0.75	1.48	1.48	1.48
100-30-321-803 Street Maintenance	2.60	2.60	2.60	2.60	2.60
100-30-321-810 Graffiti Removal	0.00	0.00	0.00	0.00	0.00
100-30-332-000 Engineering	1.60	1.60	1.60	1.60	1.60
100-40-411-000 Police	8.38	8.43	8.43	8.43	8.43
Total General Fund Positions	<u>89.02</u>	<u>88.03</u>	<u>87.07</u>	<u>89.14</u>	<u>89.14</u>
<u>Special Revenue Funds</u>					
210-40-451-000 Traffic Offender/COPS	1.32	1.32	1.32	1.32	1.32
230-23-243-000 Air Quality Improvement	0.20	0.20	0.20	0.20	0.20
270-23-241-607 Transit Administration	0.30	0.30	0.30	0.30	0.30
270-23-241-608 Prop A - Dial-A-Ride	0.08	0.08	0.08	0.08	0.08
270-23-241-609 Prop A - Fixed Route	0.42	0.42	0.42	0.42	0.42
280-23-241-613 Prop C - Access	0.62	0.62	0.62	0.62	0.62
280-23-241-627 Prop C - Recreation Transit	0.16	0.16	0.16	0.16	0.16
291-30-333-000 Parking District No. 1	2.01	2.01	2.01	2.01	2.01
Total Special Revenue Fund Positions	<u>5.11</u>	<u>5.11</u>	<u>5.11</u>	<u>5.11</u>	<u>5.11</u>
<u>Internal Service Fund</u>					
715-15-151-000 Information Tech	1.20	1.20	1.20	1.20	1.20
720-25-261-000 Worker's Compensation	0.45	0.45	0.45	0.45	0.45
730-25-262-000 General Liability	0.40	0.40	0.40	0.40	0.40
740-30-361-000 Mobile Equipment	0.60	0.60	0.60	0.60	0.60
Total Internal Service Funds Positions	<u>2.65</u>	<u>2.65</u>	<u>2.65</u>	<u>2.65</u>	<u>2.65</u>
<u>Whittier Utility Authority</u>					
410-30-342-000 Sewer	0.94	0.94	0.94	0.94	0.94
420-30-341-841 Water	2.70	2.70	2.70	2.70	2.70
430-30-352-851 Solid Waste Collection	1.29	1.44	1.44	1.44	0.00
440-30-353-000 Solid Waste Disposal	1.00	1.00	1.00	1.00	1.00
Total Whittier Utility Authority Positions	<u>5.93</u>	<u>6.08</u>	<u>6.08</u>	<u>6.08</u>	<u>4.64</u>
TOTAL PART-TIME POSITIONS	<u>102.71</u>	<u>101.87</u>	<u>100.91</u>	<u>102.98</u>	<u>101.54</u>

City of Whittier Employee Service Costs

<u>Department/Division</u>	<u>Salary/Leave/ Distribution</u>	<u>Pension Benefits</u>	<u>Insurance</u>	<u>Medicare</u>	<u>Total</u>
<u>General Fund</u>					
City Manager	\$ 746,185	\$ 135,609	\$ 92,855	\$ 11,271	\$ 985,920
Public Information	59,764	0	0	1,190	60,954
Non-Departmental	214,235	0	30,434	0	244,669
City Clerk	514,719	66,256	79,155	6,368	666,498
Treasurer	202,932	27,818	47,933	2,880	281,563
Business License	144,167	14,632	42,874	1,470	203,143
Human Resources	205,974	25,098	20,699	2,885	254,656
Emergency Management	18,685	0	0	345	19,030
City Controller	695,399	130,152	164,362	12,725	1,002,638
Building and Safety	609,596	84,988	122,303	8,597	825,484
Planning	729,883	99,276	105,155	10,005	944,319
Administration	246,479	52,262	42,184	5,534	346,459
Economic Development	95,414	13,262	5,687	1,333	115,696
Library	2,017,226	223,693	305,741	23,455	2,570,115
Parks	2,298,786	257,571	487,418	26,690	3,070,465
Community Services	2,076,260	179,648	280,971	35,549	2,572,428
Firework	1,500	0	0	0	1,500
Civic Center Maintenance	219,683	28,399	30,459	2,993	281,534
Streets	1,672,513	203,151	300,738	18,255	2,194,657
Engineering	29,553	92,226	113,271	8,953	244,003
Police - Safety	12,397,291	3,856,762	2,040,071	161,272	18,455,396
Police - SFS	5,348,698	1,516,407	552,256	56,492	7,473,853
Police - Other	751,813	218,999	121,475	10,579	1,102,866
General Fund Totals	\$ 31,296,755	\$ 7,226,209	\$ 4,986,041	\$ 408,841	\$ 43,917,846
<u>Special Revenue Funds</u>					
Traffic Offender/State Cops	\$ 213,928	\$ 61,308	\$ 13,429	\$ 2,875	\$ 291,540
Air Quality Improvement	12,748	0	0	51	12,799
Lighting District 1-91	454	0	0	0	454
Asset Seizure/Forfeiture	114,397	32,185	3,042	1,093	150,717
Library Grant	31,574	0	0	0	31,574
CDBG	301,130	19,871	36,604	2,016	359,621
Home	23,760	0	0	0	23,760
Propositions A and C	402,925	32,309	48,627	4,363	488,224
Parking Districts 1 and 2	55,685	0	0	734	56,419
Uptown Village Maintenance	2,492	0	0	0	2,492
Special Revenue Totals	\$ 1,159,093	\$ 145,673	\$ 101,702	\$ 11,132	\$ 1,417,600

City of Whittier Employee Service Costs

<u>Department/Division</u>	<u>Salary/Leave/ Distribution</u>	<u>Pension Benefits</u>	<u>Insurance</u>	<u>Medicare</u>	<u>Total</u>
<u>Internal Service Funds</u>					
Information Technology	\$ 327,175	\$ 76,734	\$ 77,654	\$ 5,956	\$ 487,519
Worker's Compensation	57,704	525	0	315	58,544
General Liability	98,139	525	0	253	98,917
Group Health Insurance	9,774	0	0	0	9,774
Mobile Equipment	124,585	104,968	170,972	9,576	410,101
Internal Service Totals	\$ 617,377	\$ 182,752	\$ 248,626	\$ 16,100	\$ 1,064,855
<u>Utility Authority Funds</u>					
Sewer	\$ 738,324	\$ 44,715	\$ 101,021	\$ 5,184	\$ 889,244
Water	2,406,552	235,913	351,272	26,519	3,020,256
Solid Waste Collection	228,360	54,627	96,169	4,332	383,488
Solid Waste Disposal	659,468	59,601	116,931	6,614	842,614
Utility Authority Totals	\$ 4,032,704	\$ 394,856	\$ 665,393	\$ 42,649	\$ 5,135,602
City of Whittier Totals	\$ 37,105,929	\$ 7,949,490	\$ 6,001,762	\$ 478,722	\$ 51,535,903



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City of Whittier

Revenues

- *Major Revenue Sources*
- *Key General Fund Revenue Assumptions*
- *Adopted Estimated Revenue and Transfers-
In Budget*

City of Whittier

Major Revenue Sources – General Fund

Taxes

Property Tax

All taxable real and personal property within the City limits is subject to ad valorem taxation, a tax based on value that is secured by a lien on real property. These taxes are subject to the 1% of the market value limitations of Proposition 13. The City share of the 1% varies from year to year. Taxes on the base value of real property lying within the boundaries of the Former Whittier Redevelopment Agency (WRA) are also included in this revenue source.

Sales and Use Tax

The City receives, by State law, \$.01 of every \$.09 of sales tax collected for sales occurring within the City limits. The retail sales tax is levied against the gross receipts from sales of most tangible personal property except those sold for resale, food for human consumption, prescription medicine and any form of animal life considered food.

Franchise Tax

Fees charged to electrical and gas utilities (not telephone), cable TV and refuse collection companies for the right to operate on City streets. Fees are generally based on the gross revenues from sales within the City. Major franchisees/payers are electrical and gas utilities and cable TV.

Utility User Tax

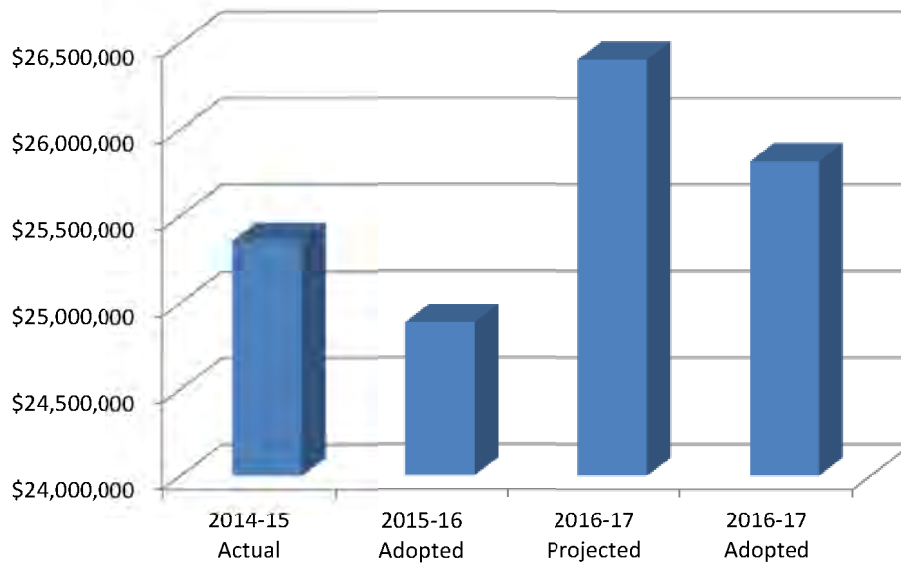
The City receives, per Ordinance 1895, 5% of the charges by utility companies upon every user of the following services: electric, gas, water, cable television and telephone including interstate and international long distance calls and cellular phones.

Transient Occupancy Tax

This tax, derived from transient guests, is levied at the discretion of cities and counties and applies to any occupancy shorter than 30 days in length. The City levies a 10% tax.

City of Whittier Major Revenue Sources – General Fund

Taxes



Taxes	2014-15 Actual	2015-16 Adopted	2015-16 Projected	2016-17 Adopted
Property Taxes	\$ 5,309,585	\$ 5,083,661	\$ 5,082,276	\$ 5,360,783
Sales and Use Tax	8,803,903	9,029,000	10,074,300	9,723,500
Franchise Tax	3,414,995	3,074,519	3,389,519	2,874,519
Utility User Tax	7,048,612	7,075,000	7,075,000	7,075,000
Transient Occupancy Tax	778,849	623,000	783,000	783,000
Total	\$ 25,355,944	\$ 24,885,180	\$ 26,404,095	\$ 25,816,802

Charges for Services

Business Licenses and Permits

Taxes collected from businesses and/or occupations for a license to conduct business within the City. License taxes differ and are based on business type, such as commercial, wholesale, industrial, professional, repair and maintenance, etc. The taxes are established by City ordinance and are enumerated in the Whittier Municipal Code. Additionally, license taxes may be fixed or flat, based on the number of employees or on gross receipts.

Fines and Forfeitures

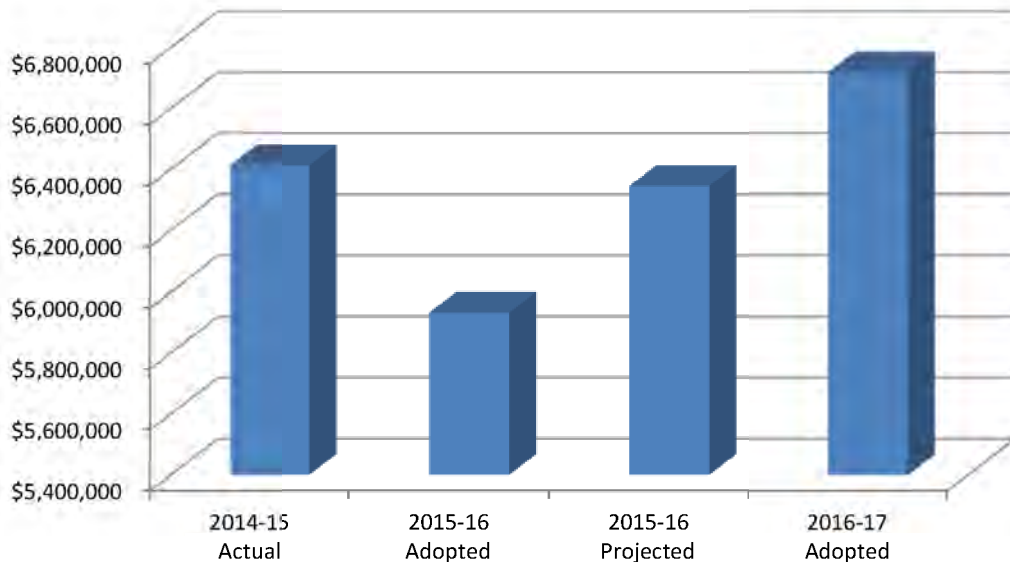
This revenue source includes payments from department related fines, fees and administrative citations charged for various City services.

City of Whittier Major Revenue Sources – General Fund

Contribution for General Government

This revenue source represents overhead charges applied to the City's enterprise funds (water, solid waste and sewer), internal service funds (fleet, worker's compensation, general liability and group health insurance), special revenue funds (transit, parking and community facility districts and HUD funds), Successor Agency and some General Fund programs, including the Santa Fe Springs Police Services contract, for services provided by the General Fund.

Charges for Services



Charges for Services	2014-15 Actual	2015-16 Adopted	2015-16 Projected	2016-17 Adopted
Business Licenses and Permits	\$ 2,440,220	\$ 2,022,160	\$ 2,546,673	\$ 2,457,160
Fines and Forfeitures	779,616	751,700	710,700	731,700
Charges for Services	3,194,680	3,157,453	3,089,401	3,530,491
Total	\$ 6,414,516	\$ 5,931,313	\$ 6,346,774	\$ 6,719,351

City of Whittier Major Revenue Sources – General Fund

Other Revenue Sources

Motor Vehicle in Lieu (VLF)

Historically, the Department of Vehicles (DMV) collects an annual motor vehicle license fee based on 2% of the depreciated market value of a motor vehicle. Since 2005, the tax rate was reduced to .65% and the reduced VLF funding was replaced with additional property tax share to cities and counties. The fee is levied in lieu of personal property tax; therefore, it is called in-lieu motor vehicle tax. Fees are collected annually at the time that a vehicle's registration is paid. After deducting refunds and administrative costs, the DMV divides the remaining revenue equally between cities and counties on a population basis. These new property tax amounts grow annually with the change in assessed valuation in each jurisdiction. The funds are disbursed on a monthly basis by the State Controller's office.

Use of Money and Property

Earnings from the investment of idle funds are a major source of revenue from the City. State law limits investment types in effort to protect taxpayer monies, and include Federal securities, the State local agency investment fund and commercial paper. Funds are invested with primary consideration given to safety and liquidity and then followed by a competitive rate of return. All idle City cash is pooled to provide the largest amount of funds available for investment. Interest is then allocated, monthly, to the various funds based on the month-end cash balances for the prior month.

Transfers-In

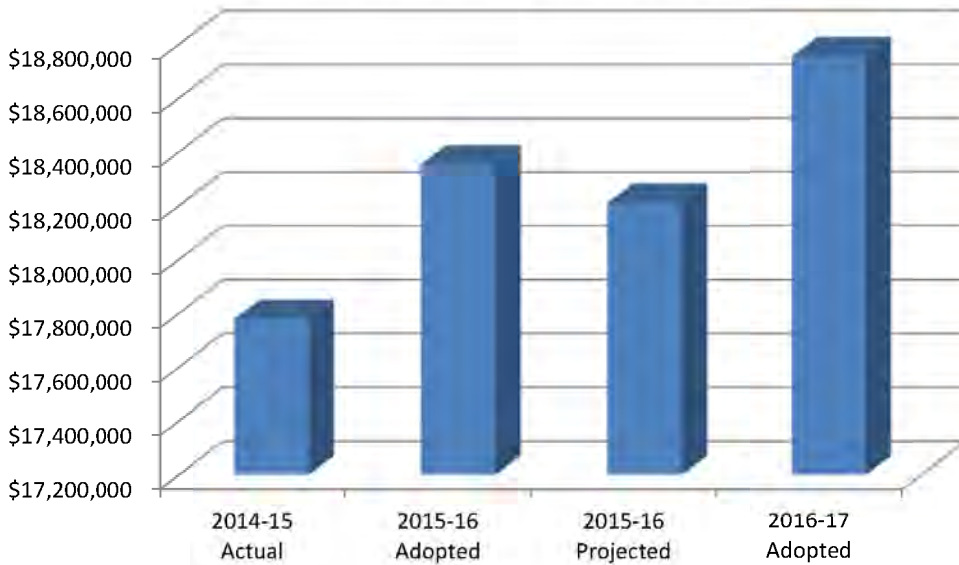
A transfer-in is an inter-fund transfer of funds to subsidize operations and is not revenue generated by operations. To better reflect the true operating revenue of a fund, the transfers-in from operating revenues are segregated on the Projected Revenues and Transfers-In Schedule.

Santa Fe Springs Policing Contract

Revenue received from the City of Santa Fe Springs for contract law enforcement services provided by the Whittier Police Department.

City of Whittier Major Revenue Sources – General Fund

Other General Fund Sources



Other General Fund Sources	2014-15 Actual	2015-16 Adopted	2015-16 Projected	2016-17 Adopted
Motor Vehicle in Lieu	\$ 7,776,259	\$ 8,065,604	\$ 8,065,604	\$ 8,462,311
Use of Money and Property	651,043	810,682	665,411	726,346
Transfers-In	1,538,213	1,438,095	1,438,095	1,443,095
Santa Fe Springs Policing Contract	7,813,561	8,040,333	8,042,401	8,123,243
Total	\$ 17,779,076	\$18,354,714	\$ 18,211,511	\$18,754,995

City of Whittier

Major Revenue Sources – Special Revenue Funds

Traffic Offender

Revenue collected from the Vehicle Impound Program as well as court fines from traffic violations.

Business Improvement

A special levy imposed on businesses in the Uptown Village area to promote various activities within the area.

Gas Tax

Revenue is provided by the City's share of state gasoline taxes, which are required by State law to be used to maintain streets and traffic signal improvements.

Proposition 1B

The Highway Safety, Traffic Reduction, Air Quality and Port Security Bond Act of 2006, was approved by the voters on November 7, 2006 for the purpose of improvements to transportation facilities that will assist in reducing local traffic congestion and further deterioration, improving traffic flows or increasing traffic safety.

Traffic Congestion Relief

State funds received by the City to relieve traffic congestion. This fund supplements the City's Capital Improvement Program.

Traffic Safety Fund

Fines collected on vehicle code violations which can be expended only for traffic safety purposes.

HUD Grants

The receipt of the City's entitlement under the Federal Community Development Block Grant and the Rental Rehabilitation Grant programs of the U.S. Department of Housing and Urban Development (HUD).

Subventions and Grants

Revenue received from various Federal, State and other organizational grants awarded to the City which mandate segregated accounting or have special reporting requirements for specific activities, equipment and or improvements.

Home Grant

The receipt of the City's Home Grant entitlement from the U.S. Department of Housing and Urban Development (HUD).

Propositions A and C

The receipt of Proposition A and C funds for transit and transit related costs and improvements. Approved by Los Angeles County voters in 1980 and 1990 respectively, the 1/2 cent sales tax measures contribute towards the financing of countrywide transit development programs.

City of Whittier Major Revenue Sources – Special Revenue Funds

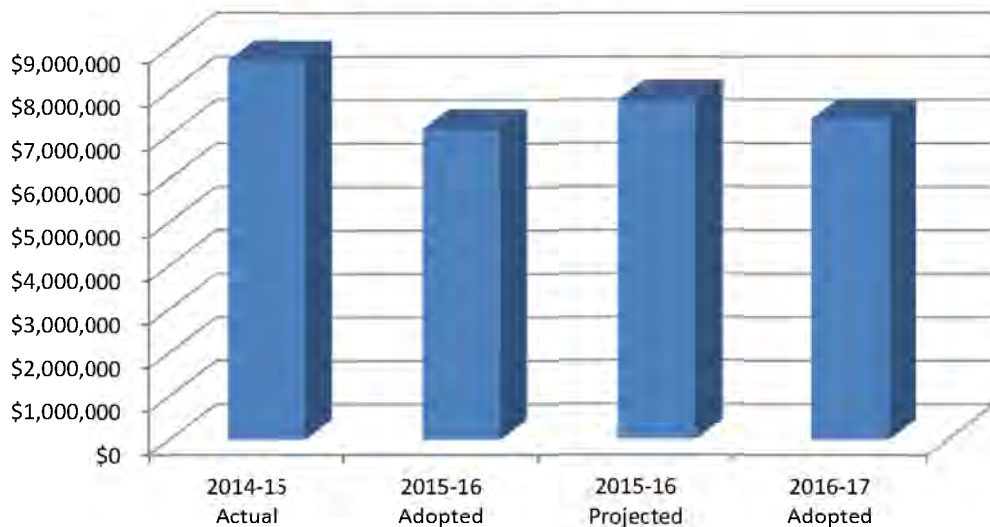
Measure R

The receipt of revenue that began in FY 2009-2010 from the voter approved ½ cent sales tax designated for traffic relief and transportation upgrades. Revenue is provided by the Metropolitan Transportation Authority (MTA).

Uptown Parking District No's 1 and 2

Revenue received from the multi-deck parking structure on Bright Avenue (No. 1) and the various surface parking lots in the Uptown Village area (No. 2).

Special Revenue



Special Revenue Sources	2014-15 Actual	2015-16 Adopted	2015-16 Projected	2016-17 Adopted
Gas Tax	\$2,187,417	\$1,695,500	\$1,803,750	\$1,884,000
Traffic Congestion Relief	903,376	1,022,000	685,300	686,000
Traffic Offender	284,210	241,000	231,000	231,000
Traffic Safety	287,768	395,000	350,000	350,000
HUD Grants	681,714	728,001	728,001	743,838
Subventions and Grants	796,265	90,697	348,709	101,564
Home Grant	403,888	284,792	264,792	297,605
Propositions A & C	3,174,178	2,683,916	3,396,071	3,077,313
Total	\$8,718,816	\$7,140,906	\$7,807,623	\$7,371,320

City of Whittier Major Revenue Sources – Internal Service Funds

Information Technology

Revenue received to provide service and maintenance of all citywide computer and telecommunication systems on a cost-reimbursement basis.

Worker's Compensation/General Liability/Group Health Insurance

Revenue received from City departments in proportion to operating expenses for providing these services.

Mobile Equipment

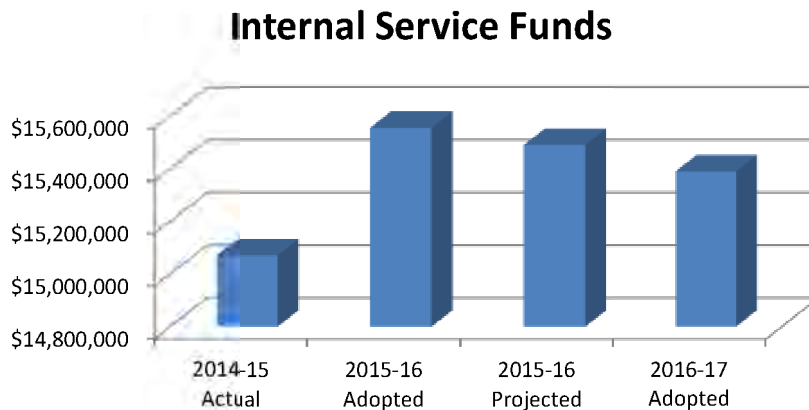
Revenue received for the costs of City vehicle and equipment maintenance on a cost-reimbursement basis.

Mobile Equipment Replacement

Revenue received from other City funds to account for the acquisition costs of City motorized equipment and to accumulate funds for equipment replacement.

Equipment Replacement

Revenue received from other City funds to account for the acquisition costs of City equipment and to accumulate funds for replacement.



Internal Service Funds	2014-15 Actual	2015-16 Adopted	2015-16 Projected	2016-17 Adopted
Information Technology	\$ 1,281,844	\$ 1,150,348	\$ 1,150,348	\$ 1,450,348
Worker's Comp/Gen Liability/ Group Health Insurance	9,135,065	9,989,190	10,009,190	9,890,775
Mobile Equipment	2,728,269	2,635,442	2,635,442	2,680,429
Mobile Equipment Replacement	1,684,400	1,572,199	1,487,107	1,360,199
Equipment Replacement	241,089	207,200	207,200	207,200
Total	\$ 15,070,667	\$ 15,554,379	\$15,489,287	\$15,588,951

City of Whittier Major Revenue Sources – Utility Authority

Sewer

Revenue generated by providing wastewater service in the City of Whittier. This fund provides for the maintenance and improvement of the existing 210 miles of sewer lines within the City.

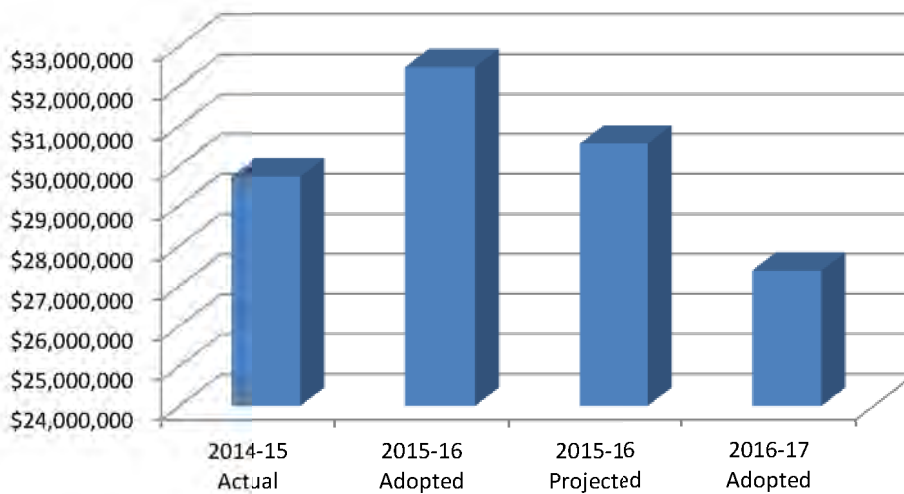
Water

Revenue generated by providing water service in the City of Whittier. The fund provides for the maintenance and improvement to the water system within the City. The water system includes seven production wells, nine booster stations and twelve reservoirs, which provide nearly 3 billion gallons of water each year to residents and businesses in the City of Whittier.

Solid Waste

Revenue generated by providing collection and disposal of solid waste from industrial, commercial and residential users throughout the Whittier area for landfill closure and post closure costs and for funding of environmental liabilities caused by water contamination. Included in the budget is revenue received from contracted refuse haulers for the disposal of foreign trash (outside the City of Whittier).

Utility Authority



Utility Authority	2014-15 Actual	2015-16 Adopted	2015-16 Projected	2016-17 Adopted
Sewer	\$ 3,937,421	\$ 4,121,571	\$ 4,034,856	\$ 4,279,628
Water	15,554,302	17,725,337	15,889,653	18,492,465
Solid Waste	10,241,839	10,629,557	10,633,226	4,609,327
Total	\$ 29,733,562	\$ 32,476,465	\$ 30,557,735	\$ 27,381,420

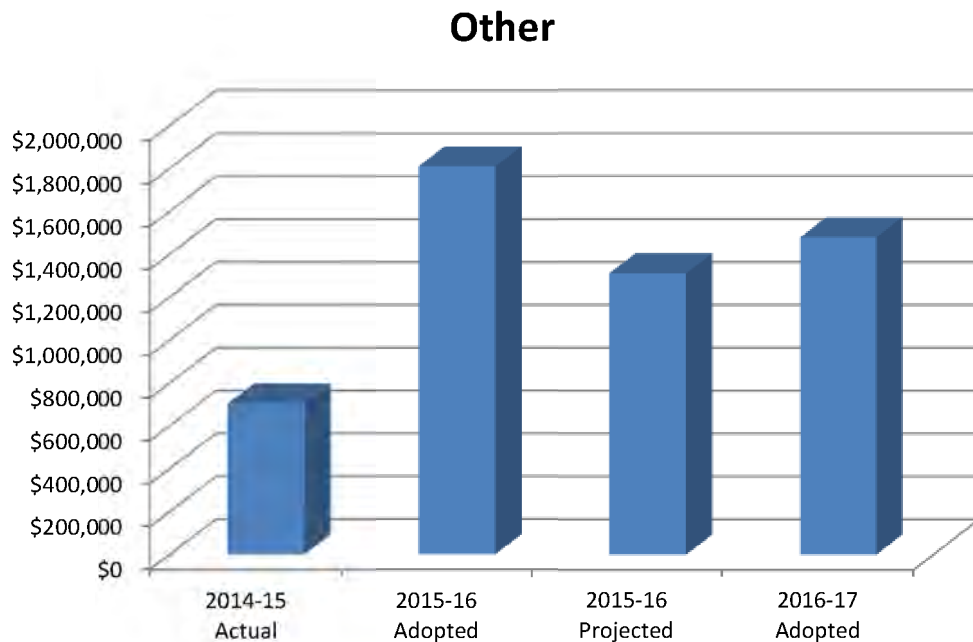
City of Whittier Major Revenue Sources – Other

Public Financing Authority

To account for the proceeds of the 2002 and 2007A Revenue Bonds loaned to the Whittier Redevelopment Agency and for the debt service payments.

Community Facilities Districts (CFD) – 89-1 and 91-1

To account for funds set aside by the City on behalf of the CFD 89-1 and 91-1 bondholders for debt service payments and reserves.



Other	2014-15 Actual	2015-16 Adopted	2015-16 Projected	2016-17 Adopted
Public Financing Authority	\$ 238,029	\$ 589,040	\$ 80,797	\$ 0
Housing Authority	41,576	800,956	809,556	1,055,981
Community Facility Districts	422,838	419,870	419,870	422,259
Total	\$ 702,443	\$ 1,809,866	\$ 1,310,223	\$ 1,478,240

City of Whittier Key General Fund Revenue Assumptions

The following discussion outlines the three significant operating revenue sources of the City and describes the methods used to forecast fiscal year 2015-16 revenues.

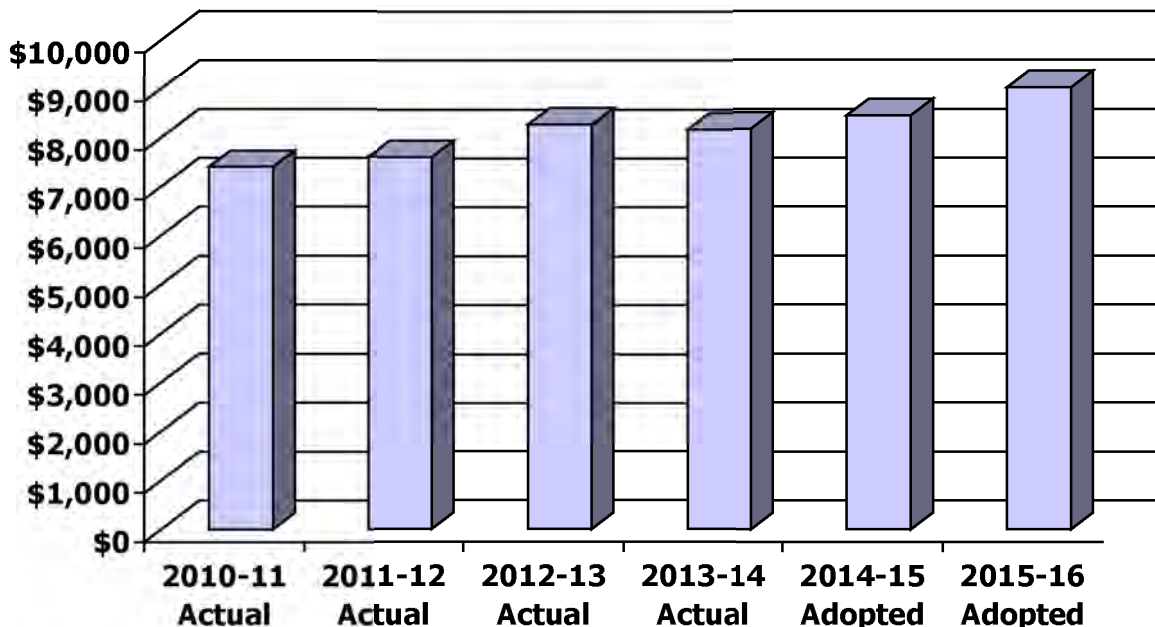
Sales and Use Tax

(Amount in Thousands)

	2010-11 <u>Actual</u>	2011-12 <u>Actual</u>	2012-13 <u>Actual</u>	2013-14 <u>Actual</u>	2014-15 <u>Adopted</u>	2015-16 <u>Adopted</u>
Sales and Use Tax	\$7,405	\$7,618	\$8,283	\$8,187	\$8,462	\$9,029

The City is projecting healthy Sales and Use Tax revenue growth for 2015-16, with increases attributed to improved consumer confidence and new economic development activity throughout the City. In recent years, the City has steadily recovered from the recent recession, when the majority of its auto dealers closed and significantly impacted this revenue source. Projections are based on the analysis of prior allocations from State Board of Equalization and new business information as provided by the City's tax consultants.

**Sales and Use Tax
(in Thousands)**



City of Whittier
Key General Fund Revenue Assumptions
(Continued)

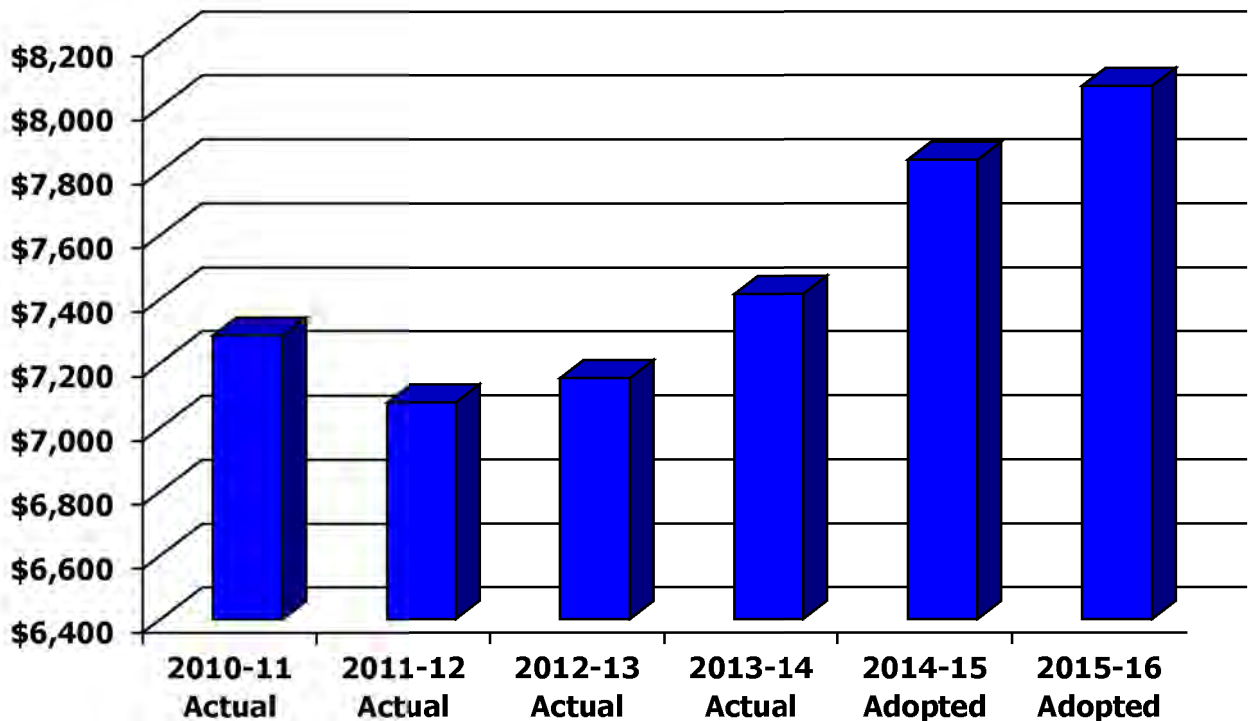
Motor Vehicle In-Lieu (VLF)

(Amount in Thousands)

	2010-11 <u>Actual</u>	2011-12 <u>Actual</u>	2012-13 <u>Actual</u>	2013-14 <u>Actual</u>	2014-15 <u>Adopted</u>	2015-16 <u>Adopted</u>
Motor Vehicle In-Lieu	\$7,285	\$7,077	\$7,153	\$7,416	\$7,835	\$8,066

The City's consultants estimate the VLF revenues to increase from prior year based on estimated personal property values. The City is projecting 2014-15 VLF revenues to remain consistent with the adopted budget. A 2.9% growth factor was considered reasonable for 2015-16 based on trends and projections.

Motor Vehicle In-Lieu
(in Thousands)



City of Whittier
Key General Fund Revenue Assumptions
(Continued)

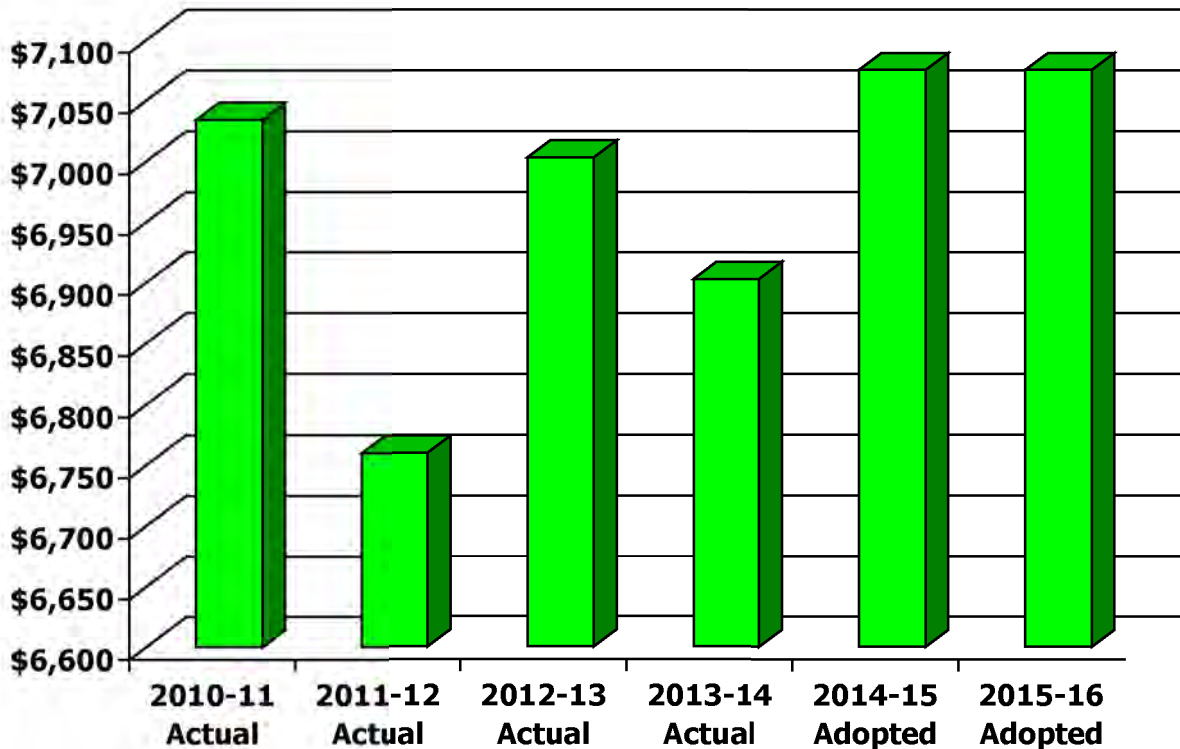
Utility Users Tax

(Amount in Thousands)

	2010-11 <u>Actual</u>	2011-12 <u>Actual</u>	2012-13 <u>Actual</u>	2013-14 <u>Actual</u>	2014-15 <u>Adopted</u>	2015-16 <u>Adopted</u>
Utility Users Tax	\$7,034	\$6,760	\$7,003	\$6,903	\$7,075	\$7,075

The City imposes a 5% tax on all charges for telephone, electricity, gas, water and cable television services in accordance with ordinance no. 1895. While the City has realized some fluctuations in this revenue category in recent years, utility rates and consumption projections indicate 2015-16 revenues will remain similar to 2014-15 level.

Utility Users Tax
(in Thousands)



**City of Whittier
2016-17 Budget
Revenues and Transfers-In Schedule**

	Actual 2013-14	Actual 2014-15	Adopted Budget 2015-16	Projected 2015-16	Adopted Budget 2016-17
<u>GENERAL FUND (100)</u>					
<u>Operating Revenue</u>					
Property Taxes	\$ 5,213,733	\$ 5,309,585	\$ 5,083,661	\$ 5,082,276	\$ 5,360,783
Sales and Use Tax	8,187,093	8,803,903	9,029,000	10,074,300	9,723,500
Franchise Tax	3,231,190	3,414,995	3,074,519	3,389,519	2,874,519
Utility Users Tax	6,902,950	7,048,612	7,075,000	7,075,000	7,075,000
Transient Occupancy Tax	704,204	778,849	623,000	783,000	783,000
Business Licenses and Permits	2,302,508	2,440,220	2,022,160	2,546,673	2,457,160
Fines and Forfeitures	660,418	779,616	751,700	710,700	731,700
Motor Vehicle In Lieu	7,416,318	7,776,259	8,065,604	8,065,604	8,462,311
Use of Money & Property	570,495	651,043	810,682	665,411	726,346
SFS Policing Contract	8,002,072	7,813,561	8,040,333	8,042,401	8,123,243
City - Charges for Services					
Contribution for General Government	1,954,303	1,973,651	1,986,439	1,986,439	2,017,422
Lease Payment	3,806,116	3,806,116	3,806,116	3,806,116	1,094,907
Others	2,998,499	1,221,029	1,171,014	1,102,962	1,513,069
Other/Miscellaneous Revenue	4,593,766	5,418,749	4,631,261	5,625,913	7,012,780
Total Operating Revenue	56,543,665	57,236,188	56,170,489	58,956,314	57,955,740
Operating Transfers-In	2,949,695	1,538,213	1,438,095	1,438,095	1,443,095
Total Operating Revenue/Transfers	59,493,360	58,774,401	57,608,584	60,394,409	59,398,835
<u>Non-Operating Revenue</u>					
Others	67,483	70,741	0	65,690	0
Total Non-Operating Revenue	67,483	70,741	0	65,690	0
Non-Operating Transfer-In	150,000	50,000	50,000	50,000	50,000
Total Non-Operating Revenue/Transfers	217,483	120,741	50,000	115,690	50,000
Total General Fund	59,710,843	58,895,142	57,658,584	60,510,099	59,448,835
- SPECIAL REVENUE FUNDS -					
<u>TRAFFIC OFFENDER FUND (210)</u>					
<u>Operating Revenue</u>					
Court Fines	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
State Grants	145,734	151,158	100,000	100,000	100,000
Impound Release Fees	0	0	10,000	0	0
Total Operating Revenue	145,734	151,158	110,000	100,000	100,000
Operating Transfer-In	0	0	0	0	0
Total Operating Revenue/Transfers	145,734	151,158	110,000	100,000	100,000
<u>Non-Operating Revenue</u>					
Interest Income	1,788	3,052	1,000	1,000	1,000
Non-Operating Transfer-In	130,000	130,000	130,000	130,000	130,000
Total Non-Operating Revenue/Transfers	131,788	133,052	131,000	131,000	131,000
Total Traffic Offender	277,522	284,210	241,000	231,000	231,000
<u>AIR QUALITY IMPROVEMENT FUND (230)</u>					
<u>Operating Revenue</u>					
Motor Vehicle Fuel Tax	\$ 106,776	\$ 107,369	\$ 100,000	\$ 100,000	\$ 100,000
Other	0	0	0	0	0
Total Operating Revenue	106,776	107,369	100,000	100,000	100,000

**City of Whittier
2016-17 Budget
Revenues and Transfers-In Schedule**

	Actual 2013-14	Actual 2014-15	Adopted Budget 2015-16	Projected 2015-16	Adopted Budget 2016-17
<i>(Air Quality Improvement continued)</i>					
Operating Transfer-In	0	0	0	0	0
Total Operating Revenue/Transfers	106,776	107,369	100,000	100,000	100,000
<i>Non-Operating Revenue</i>					
Interest Income	1,476	2,577	1,000	1,000	1,000
Non-Operating Transfer-In	0	0	0	0	0
Total Non-Operating Revenue/Transfers	1,476	2,577	1,000	1,000	1,000
Total Air Quality Improvement	108,252	109,946	101,000	101,000	101,000
<u>LIGHTING DISTRICT NO. 1-91 (240)</u>					
<i>Operating Revenue</i>					
Lighting District Charges	\$ 843	\$ 680	\$ 1,200	\$ 1,200	\$ 1,200
Others	0	26	180	180	180
Total Operating Revenue	843	706	1,380	1,380	1,380
Operating Transfer-In	0	0	0	0	0
Total Operating Revenue/Transfers	843	706	1,380	1,380	1,380
<i>Non-Operating Revenue</i>					
Interest Income	5	6	0	1	0
Non-Operating Transfer-In	0	0	0	0	0
Total Non-Operating Revenue/Transfers	5	6	0	1	0
Total Lighting District No. 1-91	848	712	1,380	1,381	1,380
<u>ASSET SEIZURE / FORFEITURE FUND (250)</u>					
<i>Operating Revenue</i>					
Asset Seizure/Forfeiture	\$ 95,538	\$ 97,711	\$ 100,000	\$ 8,349	\$ 90,000
Other	0	0	0	0	0
Total Operating Revenue	95,538	97,711	100,000	8,349	90,000
Operating Transfer-In	0	0	0	0	0
Total Operating Revenue/Transfers	95,538	97,711	100,000	8,349	90,000
<i>Non-Operating Revenue</i>					
Interest Income	4,460	5,568	2,000	2,000	2,000
Non-Operating Transfer-In	0	0	0	0	0
Total Non-Operating Revenue/Transfers	4,460	5,568	2,000	2,000	2,000
Total Asset Seizure / Forfeiture	99,998	103,279	102,000	10,349	92,000
<u>BUSINESS IMPROVEMENT FUND (254)</u>					
<i>Operating Revenue</i>					
Business Improvement Area Assessment	\$ 112,716	\$ 115,537	\$ 112,000	\$ 115,000	\$ 112,000
Total Operating Revenue	112,716	115,537	112,000	115,000	112,000
Operating Transfer-In	0	0	0	0	0
Total Operating Revenue/Transfers	112,716	115,537	112,000	115,000	112,000
Total Business Improvement	112,716	115,537	112,000	115,000	112,000

**City of Whittier
2016-17 Budget
Revenues and Transfers-In Schedule**

	Actual 2013-14	Actual 2014-15	Adopted Budget 2015-16	Projected 2015-16	Adopted Budget 2016-17
<u>LIBRARY GRANT (260)</u>					
<i>Operating Revenue</i>					
PLF SB358	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Operating Revenue	0	0	0	0	0
Operating Transfer-In	35,508	35,508	35,508	35,508	35,508
Total Operating Revenue/Transfers	35,508	35,508	35,508	35,508	35,508
<i>Non-Operating Revenue</i>					
Interest Income	352	537	0	0	0
Non-Operating Transfer-In	0	0	0	0	0
Total Non-Operating Revenue/Transfers	352	537	0	0	0
Total Library Grant	35,860	36,045	35,508	35,508	35,508
<u>GAS TAX - 2107 (261) PW</u>					
<i>Operating Revenue</i>					
Motor Vehicle Fuel Tax	\$ 636,545	\$ 677,519	\$ 522,500	\$ 592,500	\$ 592,500
Total Operating Revenue	636,545	677,519	522,500	592,500	592,500
Operating Transfer-In	0	0	0	0	0
Total Operating Revenue/Transfers	636,545	677,519	522,500	592,500	592,500
<i>Non-Operating Revenue</i>					
Non-Operating Transfer-In	0	0	0	0	0
Total Non-Operating Revenue/Transfers	0	0	0	0	0
Total Gas Tax 2107	636,545	677,519	522,500	592,500	592,500
<u>PROPOSITION 1B (262) PW</u>					
<i>Operating Revenue</i>					
Special State Assessment	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Operating Revenue	0	0	0	0	0
Total Operating Revenue/Transfers	0	0	0	0	0
<i>Non-Operating Revenue</i>					
Interest Income	1,494	46	1,000	100	1,000
Total Non-Operating Revenue/Transfers	1,494	46	1,000	100	1,000
Total Proposition 1B	1,494	46	1,000	100	1,000
<u>TRAFFIC CONGESTION RELIEF FUND (263) PW</u>					
<i>Operating Revenue</i>					
Pavement Rehabilitation	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Diesel Fuel Tax	1,204,562	897,532	1,020,000	685,000	685,000
Total Operating Revenue	1,204,562	897,532	1,020,000	685,000	685,000
Operating Transfer-In	0	0	0	0	0
Total Operating Revenue/Transfers	1,204,562	897,532	1,020,000	685,000	685,000

**City of Whittier
2016-17 Budget
Revenues and Transfers-In Schedule**

	Actual 2013-14	Actual 2014-15	Adopted Budget 2015-16	Projected 2015-16	Adopted Budget 2016-17
<i>(Traffic Congestion Relief continued)</i>					
<i>Non-Operating Revenue</i>					
Interest Income	4,696	5,844	2,000	300	1,000
Non-Operating Transfer-In	0	0	0	0	0
Total Non-Operating Revenue/Transfers	4,696	5,844	2,000	300	1,000
Total Traffic Congestion Relief	1,209,258	903,376	1,022,000	685,300	686,000
<u>TRAFFIC SAFETY FUND (264) PW</u>					
<i>Operating Revenue</i>					
Court Fines - Moving Violations	\$ 395,280	\$ 287,768	\$ 395,000	\$ 350,000	\$ 350,000
Total Operating Revenue	395,280	287,768	395,000	350,000	350,000
Operating Transfer-In	0	0	0	0	0
Total Operating Revenue/Transfers	395,280	287,768	395,000	350,000	350,000
Total Traffic Safety	395,280	287,768	395,000	350,000	350,000
<u>GAS TAX B 2106 (265) PW</u>					
<i>Operating Revenue</i>					
Intergovernmental Revenue	\$ 631,833	\$ 252,661	\$ 0	\$ 0	\$ 0
Motor Vehicle Fuel Tax	273,575	310,048	330,000	310,000	310,000
Total Operating Revenue	905,408	562,709	330,000	310,000	310,000
Operating Transfer-In	420,000	420,000	420,000	420,000	500,000
Total Operating Revenue/Transfers	1,325,408	982,709	750,000	730,000	810,000
<i>Non-Operating Revenue</i>					
Interest Income	7,728	11,952	3,000	1,250	1,500
Total Non-Operating Revenue	7,728	11,952	3,000	1,250	1,500
Non-Operating Transfer-In	0	0	0	0	0
Total Non-Operating Revenue/Transfers	7,728	11,952	3,000	1,250	1,500
Total Gas Tax 2106	1,333,136	994,661	753,000	731,250	811,500
<u>GAS TAX 2105 (266)</u>					
<i>Operating Revenue</i>					
Motor Vehicle Fuel Tax	\$ 588,038	\$ 515,237	\$ 420,000	\$ 480,000	\$ 480,000
Total Operating Revenue	588,038	515,237	420,000	480,000	480,000
Operating Transfer-In	0	0	0	0	0
Total Operating Revenue/Transfers	588,038	515,237	420,000	480,000	480,000
<i>Non-Operating Revenue</i>					
Non-Operating Transfer-In	0	0	0	0	0
Total Non-Operating Revenue/Transfers	0	0	0	0	0
Total Gas Tax 2105	588,038	515,237	420,000	480,000	480,000

**City of Whittier
2016-17 Budget
Revenues and Transfers-In Schedule**

	Actual 2013-14	Actual 2014-15	Adopted Budget 2015-16	Projected 2015-16	Adopted Budget 2016-17
<u>HUD GRANTS (267)</u>					
<i>Community Development Block Grant (CDBG)</i>					
<i>Operating Revenue</i>					
Rehabilitation Loan Repayment	\$ 188,786	\$ 122,802	\$ 50,000	\$ 50,000	\$ 50,000
CDBG Allocation	618,366	558,912	678,001	678,001	693,838
Total Operating Revenue	807,152	681,714	728,001	728,001	743,838
Operating Transfer-In	0	0	0	0	0
Total Operating Revenue/Transfers	807,152	681,714	728,001	728,001	743,838
Total HUD Grants	807,152	681,714	728,001	728,001	743,838
<u>SUBVENTIONS AND GRANTS (268)</u>					
<i>Operating Revenue</i>					
Greenway Grants	\$ 297,298	\$ 92,356	\$ 0	\$ 0	\$ 0
Pio Pico Grant	5,130	0	0	0	0
LACO Prop. A Trails	60,645	0	0	0	0
Various Library Grants	6,773	0	0	6,116	0
Police Grants	368,586	242,541	0	114,727	0
Other Grants	283,948	461,368	90,697	227,866	101,564
Interest Income	0	0	0	0	0
Total Operating Revenue	1,022,380	796,265	90,697	348,709	101,564
Operating Transfer-In	0	0	0	0	0
Total Operating Revenue/Transfers	1,022,380	796,265	90,697	348,709	101,564
<i>Non-Operating Revenue</i>					
Interest Income	0	0	0	0	0
Total Non-Operating Revenue/Transfers	0	0	0	0	0
Total Subventions and Grants	1,022,380	796,265	90,697	348,709	101,564
<u>HOME GRANT (269)</u>					
<i>Operating Revenue</i>					
HOME - Rehabilitation Loan Repayment	\$ 123,646	\$ 92,328	\$ 50,000	\$ 30,000	\$ 50,000
HOME Program	300,000	311,560	234,792	234,792	247,605
Total Operating Revenue	423,646	403,888	284,792	264,792	297,605
Operating Transfer-In	0	0	0	0	0
Total Operating Revenue/Transfers	423,646	403,888	284,792	264,792	297,605
Total HOME Grant	423,646	403,888	284,792	264,792	297,605
<u>PROPOSITION A - TRANSIT (270)</u>					
<i>Operating Revenue</i>					
Local Transit Tax	\$ 1,461,153	\$ 1,522,579	\$ 1,230,000	\$ 1,530,000	\$ 1,530,000
Dial-A-Ride	30,100	30,051	27,000	27,000	27,000
Fixed Route Fares	0	0	0	0	0
Grants	0	0	0	0	0
Other	17,735	5,974	4,000	10,000	4,000
Total Operating Revenue	1,508,988	1,558,604	1,261,000	1,567,000	1,561,000
Operating Transfer-In	0	0	0	391,155	93,397
Total Operating Revenue/Transfers	1,508,988	1,558,604	1,261,000	1,958,155	1,654,397

**City of Whittier
2016-17 Budget
Revenues and Transfers-In Schedule**

	Actual 2013-14	Actual 2014-15	Adopted Budget 2015-16	Projected 2015-16	Adopted Budget 2016-17
<i>(Proposition A - Transit continued)</i>					
Non-Operating Revenue					
Refunds/Reimbursements	0	2,182	0	0	0
Interest Income	3,011	4,229	1,000	1,000	1,000
Non-Operating Misc Revenue/Transfer-In	0	0	0	0	0
Total Non-Operating Revenue/Transfers	3,011	6,411	1,000	1,000	1,000
Total Proposition A - Transit	1,511,999	1,565,015	1,262,000	1,959,155	1,655,397
<u>PROPOSITION A - INCENTIVE (275)</u>					
Operating Revenue					
Prop A Incentive Funds	\$ 335,732	\$ 277,504	\$ 275,000	\$ 275,000	\$ 275,000
Dial-A-Ride Fares	0	0	0	0	0
Other	0	0	0	0	0
Total Operating Revenue	335,732	277,504	275,000	275,000	275,000
Operating Transfer-In	0	0	0	0	0
Total Operating Revenue/Transfers	335,732	277,504	275,000	275,000	275,000
Non-Operating Revenue					
Interest Income	254	926	0	0	0
Total Non-Operating Revenue	254	926	0	0	0
Non-Operating Transfer-In	0	0	0	0	0
Total Non-Operating Revenue/Transfers	254	926	0	0	0
Total Proposition A - Incentive	335,986	278,430	275,000	275,000	275,000
<u>PROPOSITION C - TRANSIT (280)</u>					
Operating Revenue					
Local Transit Taxes	\$ 1,212,283	\$ 1,263,465	\$ 1,030,416	\$ 1,030,416	\$ 1,030,416
Dial-A-Ride	11,367	11,742	12,500	12,500	12,500
Grants	0	0	0	25,000	0
Other	0	4,643	0	0	0
Total Operating Revenue	1,223,650	1,279,850	1,042,916	1,067,916	1,042,916
Operating Transfer-In	0	0	0	0	0
Total Operating Revenue/Transfers	1,223,650	1,279,850	1,042,916	1,067,916	1,042,916
Non-Operating Revenue					
Interest Income	7,038	12,034	3,000	3,000	3,000
Rental Income	102,617	102,143	100,000	100,000	100,000
Other	1,286	35,283	1,000	1,000	1,000
Total Non-Operating Revenue	110,941	149,460	104,000	104,000	104,000
Non-Operating Transfer-In	0	0	0	0	0
Total Non-Operating Revenue/Transfers	110,941	149,460	104,000	104,000	104,000
Total Proposition C - Transit	1,334,591	1,429,310	1,146,916	1,171,916	1,146,916
<u>MEASURE R - TRANSIT (285)</u>					
Operating Revenue					
Local Transit Taxes	\$ 0	\$ 1,207,053	\$ 727,688	\$ 749,589	\$ 727,688
Total Operating Revenue	0	1,207,053	727,688	749,589	727,688
Operating Transfer-In	0	0	0	0	0
Total Operating Revenue/Transfers	0	1,207,053	727,688	749,589	727,688

**City of Whittier
2016-17 Budget
Revenues and Transfers-In Schedule**

	Actual 2013-14	Actual 2014-15	Adopted Budget 2015-16	Projected 2015-16	Adopted Budget 2016-17
<i>(Measure R - Transit continued)</i>					
<i>Non-Operating Revenue</i>					
Interest Income	8,786	14,887	4,000	4,000	4,000
Total Non-Operating Revenue	8,786	14,887	4,000	4,000	4,000
Non-Operating Transfer-In	0	0	0	0	0
Total Non-Operating Revenue/Transfers	8,786	14,887	4,000	4,000	4,000
Total Measure R - Transit	8,786	1,221,940	731,688	753,589	731,688
<i>UPTOWN PARKING DISTRICT NO. 1 (291)</i>					
<i>Operating Revenue</i>					
Property Taxes	\$ 10,871	\$ 15,486	\$ 6,785	\$ 6,530	\$ 6,785
Rental Income	15,600	14,820	15,900	15,900	15,900
Parking Fees	69,742	73,215	99,000	72,000	72,000
Others	4,989	5,379	2,400	2,463	2,400
Total Operating Revenue	101,202	108,900	124,085	96,893	97,085
Operating Transfer-In	0	0	0	0	0
Total Operating Revenue/Transfers	101,202	108,900	124,085	96,893	97,085
<i>Non-Operating Revenue</i>					
Interest Income	73	219	0	33	0
Non-Operating Transfer-In	0	0	0	0	0
Total Non-Operating Revenue/Transfers	73	219	0	33	0
Total Uptown Parking District No. 1	101,275	109,119	124,085	96,926	97,085
<i>UPTOWN PARKING DISTRICT NO. 2 (292)</i>					
<i>Operating Revenue</i>					
Property Taxes	\$ 221,520	\$ 231,245	\$ 54,228	\$ 152,185	\$ 54,228
Rental Income	0	15,075	0	0	0
Parking Fees	64,174	61,259	60,000	60,000	60,000
Other	2,081	187	25	160	25
Total Operating Revenue	287,775	307,766	114,253	212,345	114,253
Operating Transfer-In	0	0	0	0	0
Total Operating Revenue/Transfers	287,775	307,766	114,253	212,345	114,253
<i>Non-Operating Revenue</i>					
Interest Income	4,355	7,731	2,000	1,060	2,000
Non-Operating Transfer-In	0	0	0	0	0
Total Non-Operating Revenue/Transfers	4,355	7,731	2,000	1,060	2,000
Total Uptown Parking District No. 2	292,130	315,497	116,253	213,405	116,253
<i>UPTOWN VILLAGE MAINTENANCE DISTRICT (294)</i>					
<i>Non-Operating Revenue</i>					
Interest Income	58	83	0	0	0
Non-Operating Transfer-In	51,448	51,448	51,448	51,448	51,448
Total Non-Operating Revenue/Transfers	51,506	51,531	51,448	51,448	51,448
Total Uptown Village Maintenance	51,506	51,531	51,448	51,448	51,448
- Total Special Revenue Funds -	\$ 10,688,398	\$ 10,881,045	\$ 8,517,268	\$ 9,196,329	\$ 8,710,682

**City of Whittier
2016-17 Budget
Revenues and Transfers-In Schedule**

	Actual 2013-14	Actual 2014-15	Adopted Budget 2015-16	Projected 2015-16	Adopted Budget 2016-17
- FIDUCIARY FUNDS -					
<i>COMMUNITY FACILITIES DISTRICT 89-1 FUND (586)</i>					
<i>Operating Revenue</i>					
Special Assessment	\$ 424,759	\$ 422,271	\$ 419,520	\$ 419,520	\$ 421,759
Total Operating Revenue	424,759	422,271	419,520	419,520	421,759
Operating Transfer-In	0	0	0	0	0
Total Operating Revenue/Transfers	424,759	422,271	419,520	419,520	421,759
<i>Non-Operating Revenue</i>					
Interest Income	349	567	350	350	500
Non-Operating Transfer-In	0	0	0	0	0
Total Non-Operating Revenue/Transfers	349	567	350	350	500
Total CFD 89-1 Fund	425,108	422,838	419,870	419,870	422,259
- Total Fiduciary Funds -	\$ 425,108	\$ 422,838	\$ 419,870	\$ 419,870	\$ 422,259
- CAPITAL PROJECTS FUNDS -					
<i>CAPITAL PROJECTS (635/637)</i>					
<i>Operating Revenue</i>					
Grants	\$ 92,594	\$ 77,815	\$ 0	\$ 0	\$ 0
Other	0	0	0	0	0
Total Operating Revenue	92,594	77,815	0	0	0
Operating Transfer-In	352,401	0	0	0	0
Total Operating Revenue/Transfers	444,995	77,815	0	0	0
<i>Non-Operating Revenue</i>					
Interest Income	9,310	13,345	0	0	0
Non-Operating Transfer-In	40,000	736,280	0	0	0
Total Non-Operating Revenue/Transfers	49,310	749,625	0	0	0
Total Capital Projects Funds	494,305	827,440	0	0	0
<i>NON HOUSING CAPITAL PROJECTS (638)</i>					
<i>Operating Revenue</i>					
Grants	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other	0	0	0	0	0
Total Operating Revenue	0	0	0	0	0
Operating Transfer-In	0	0	0	802,035	0
Total Operating Revenue/Transfers	0	0	0	802,035	0
<i>Non-Operating Revenue</i>					
Interest Income	0	0	0	47,000	37,600
Non-Operating Transfer-In	0	0	0	0	0
Total Non-Operating Revenue/Transfers	0	0	0	47,000	37,600
Total Non Housing Capital Projects Fund	0	0	0	849,035	37,600
- Total Capital Projects Funds -	\$ 494,305	\$ 827,440	\$ 0	\$ 849,035	\$ 37,600

**City of Whittier
2016-17 Budget
Revenues and Transfers-In Schedule**

	Actual 2013-14	Actual 2014-15	Adopted Budget 2015-16	Projected 2015-16	Adopted Budget 2016-17
- INTERNAL SERVICE FUNDS -					
<i>INFORMATION TECHNOLOGY (715)</i>					
<i>Operating Revenue</i>					
General Government - Service Department	\$ 642,065	\$ 733,248	\$ 733,086	\$ 733,086	\$ 733,086
Contributions from Other Funds	74,994	85,812	90,262	90,262	90,262
Others	0	0	0	0	0
Total Operating Revenue	717,059	819,060	823,348	823,348	823,348
Operating Transfer-In	45,862	133,000	0	0	0
Total Operating Revenue/Transfers	762,921	952,060	823,348	823,348	823,348
<i>Non-Operating Revenue</i>					
Interest Income	1,527	3,051	1,000	1,000	1,000
Non-Operating Transfer-In	326,000	326,733	326,000	326,000	626,000
Total Non-Operating Revenue/Transfers	327,527	329,784	327,000	327,000	627,000
Total Information Technology	1,090,448	1,281,844	1,150,348	1,150,348	1,450,348
<i>WORKER'S COMPENSATION FUND (720)</i>					
<i>Operating Revenue</i>					
General Government - Service Department	\$ 1,463,914	\$ 1,405,251	\$ 1,410,475	\$ 1,410,475	\$ 1,394,824
Contributions from Other Funds	387,601	364,350	364,764	364,764	302,182
SFS - Service Departments	380,668	361,244	355,608	355,608	345,231
Others	5,698	5,930	5,930	5,930	6,214
Total Operating Revenue	2,237,881	2,136,775	2,136,777	2,136,777	2,048,451
Operating Transfer-In	0	0	0	0	0
Total Operating Revenue/Transfers	2,237,881	2,136,775	2,136,777	2,136,777	2,048,451
<i>Non-Operating Revenue</i>					
Interest Income	15,122	24,067	0	10,000	10,000
Non-Operating Transfer-In	0	0	0	0	0
Total Non-Operating Revenue/Transfers	15,122	24,067	0	10,000	10,000
Total Worker's Compensation	2,253,003	2,160,842	2,136,777	2,146,777	2,058,451
<i>GENERAL LIABILITY FUND (730)</i>					
<i>Operating Revenue</i>					
General Government - Service Department	\$ 1,065,043	\$ 990,972	\$ 908,209	\$ 908,209	\$ 995,315
Contribution from Other Funds	597,479	572,972	650,507	650,507	714,860
SFS - Service Departments	225,880	194,994	169,402	169,402	95,571
Others	811	795	795	795	802
Total Operating Revenue	1,889,213	1,759,733	1,728,913	1,728,913	1,806,548
Operating Transfer-In	0	0	0	0	0
Total Operating Revenue/Transfers (General Liability continued)	1,889,213	1,759,733	1,728,913	1,728,913	1,806,548
<i>Non-Operating Revenue</i>					
Refunds and Reimbursements	5,627	0	0	0	0
Interest Income	20,392	32,904	0	10,000	10,000
Total Non-Operating Revenue	26,019	32,904	0	10,000	10,000
Non-Operating Transfer-In	0	0	0	0	0
Total Non-Operating Revenue/Transfers	26,019	32,904	0	10,000	10,000
Total General Liability	1,915,232	1,792,637	1,728,913	1,738,913	1,816,548

**City of Whittier
2016-17 Budget
Revenues and Transfers-In Schedule**

	Actual 2013-14	Actual 2014-15	Adopted Budget 2015-16	Projected 2015-16	Adopted Budget 2016-17
<u>MOBILE EQUIPMENT FUND (740)</u>					
<i>Operating Revenue</i>					
Equipment Rental	\$ 2,724,673	\$ 2,724,673	\$ 2,633,442	\$ 2,633,442	\$ 2,678,429
NBV of Assets Sold	0	0	0	0	0
Total Operating Revenue	<u>2,724,673</u>	<u>2,724,673</u>	<u>2,633,442</u>	<u>2,633,442</u>	<u>2,678,429</u>
Operating Transfer-In	0	0	0	0	0
Total Operating Revenue/Transfers	<u>2,724,673</u>	<u>2,724,673</u>	<u>2,633,442</u>	<u>2,633,442</u>	<u>2,678,429</u>
<i>Non-Operating Revenue</i>					
Refunds/Reimbursements	5,299	3,596	2,000	2,000	2,000
Sale-Scrap/Junk	0	0	0	0	0
Total Non-Operating Revenue	<u>5,299</u>	<u>3,596</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>
Non-Operating Transfer-In	0	0	0	0	0
Total Non-Operating Revenue/Transfers	<u>5,299</u>	<u>3,596</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>
Total Mobile Equipment	<u>2,729,972</u>	<u>2,728,269</u>	<u>2,635,442</u>	<u>2,635,442</u>	<u>2,680,429</u>
<u>MOBILE REPLACEMENT FUND (750)</u>					
<i>Operating Revenue</i>					
Equipment Rental (Depreciation)	\$ 1,055,012	\$ 1,123,160	\$ 1,261,515	\$ 1,261,515	\$ 1,261,515
Equipment Replacement Billings (Appreciation)	80,074	80,482	81,684	81,684	81,684
Sale of Capital Assets	65,127	76,088	5,000	25,908	5,000
Grants	150,000	150,319	0	0	0
Total Operating Revenue	<u>1,350,213</u>	<u>1,430,049</u>	<u>1,348,199</u>	<u>1,369,107</u>	<u>1,348,199</u>
Operating Transfer-In	138,000	0	0	106,000	0
Total Operating Revenue/Transfers	<u>1,488,213</u>	<u>1,430,049</u>	<u>1,348,199</u>	<u>1,475,107</u>	<u>1,348,199</u>
<i>Non-Operating Revenue</i>					
Interest Income	26,915	42,240	12,000	12,000	12,000
Sale of Capital Assets	0	28,430	0	0	0
Total Non-Operating Revenue	<u>26,915</u>	<u>70,670</u>	<u>12,000</u>	<u>12,000</u>	<u>12,000</u>
Non-Operating Transfer-In	131,225	183,681	212,000	0	0
Total Non-Operating Revenue/Transfers	<u>158,140</u>	<u>254,351</u>	<u>224,000</u>	<u>12,000</u>	<u>12,000</u>
Total Mobile Replacement	<u>1,646,353</u>	<u>1,684,400</u>	<u>1,572,199</u>	<u>1,487,107</u>	<u>1,360,199</u>
<u>EQUIPMENT REPLACEMENT FUND (770)</u>					
<i>Operating Revenue</i>					
Photocopying Charges	\$ 116,466	\$ 137,010	\$ 110,000	\$ 110,000	\$ 110,000
Total Operating Revenue	<u>116,466</u>	<u>137,010</u>	<u>110,000</u>	<u>110,000</u>	<u>110,000</u>
Operating Transfer-In	85,000	95,200	95,200	95,200	95,200
Total Operating Revenue/Transfers	<u>201,466</u>	<u>232,210</u>	<u>205,200</u>	<u>205,200</u>	<u>205,200</u>
<i>Non-Operating Revenue</i>					
Interest Income	5,355	8,879	2,000	2,000	2,000
Non-Operating Transfer-In	0	0	0	0	0
Total Non-Operating Revenue/Transfers	<u>5,355</u>	<u>8,879</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>
Total Equipment Replacement	<u>206,821</u>	<u>241,089</u>	<u>207,200</u>	<u>207,200</u>	<u>207,200</u>

**City of Whittier
2016-17 Budget
Revenues and Transfers-In Schedule**

	Actual 2013-14	Actual 2014-15	Adopted Budget 2015-16	Projected 2015-16	Adopted Budget 2016-17
<u>GROUP HEALTH INSURANCE FUND (780)</u>					
<i>Operating Revenue</i>					
General Government - Service Department	\$ 4,574,761	\$ 4,818,178	\$ 5,778,790	\$ 5,778,790	\$ 5,724,934
Department Retiree Charges	339,844	321,175	302,085	302,085	290,842
Others	38,037	38,980	41,625	41,625	0
Total Operating Revenue	<u>4,952,642</u>	<u>5,178,333</u>	<u>6,122,500</u>	<u>6,122,500</u>	<u>6,015,776</u>
Operating Transfer-In	0	0	0	0	0
Total Operating Revenue/Transfers	<u>4,952,642</u>	<u>5,178,333</u>	<u>6,122,500</u>	<u>6,122,500</u>	<u>6,015,776</u>
<i>Non-Operating Revenue</i>					
Interest Income	2,036	3,253	1,000	1,000	0
Non-Operating Transfer-In	0	0	0	0	0
Total Non-Operating Revenue/Transfers	<u>2,036</u>	<u>3,253</u>	<u>1,000</u>	<u>1,000</u>	<u>0</u>
Total Group Health Insurance	<u>4,954,678</u>	<u>5,181,586</u>	<u>6,123,500</u>	<u>6,123,500</u>	<u>6,015,776</u>
- Total Internal Service Funds -	<u>\$ 14,796,507</u>	<u>\$ 15,070,667</u>	<u>\$ 15,554,379</u>	<u>\$ 15,489,287</u>	<u>\$ 15,588,951</u>
TOTAL - CITY OF WHITTIER	<u>\$ 86,115,161</u>	<u>\$ 86,097,132</u>	<u>\$ 82,150,101</u>	<u>\$ 86,464,620</u>	<u>\$ 84,208,327</u>
<u>- FINANCING AUTHORITY -</u>					
<u>WHITTIER PUBLIC FINANCING AUTHORITY (390)</u>					
<i>Bond Debt Service</i>					
<i>Operating Revenue</i>					
Operating Transfers-In	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Operating Revenue/Transfers	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<i>Non-Operating Revenue</i>					
Interest Income - WRA Loan	256,455	238,029	219,040	80,797	0
Loan Repayment - WRA	0	0	370,000	0	0
Total Non-Operating Revenue	<u>256,455</u>	<u>238,029</u>	<u>589,040</u>	<u>80,797</u>	<u>0</u>
Non-Operating Transfer-In	0	0	0	0	0
Total Non-Operating Revenue/Transfers	<u>256,455</u>	<u>238,029</u>	<u>589,040</u>	<u>80,797</u>	<u>0</u>
TOTAL - FINANCING AUTHORITY	<u>\$ 256,455</u>	<u>\$ 238,029</u>	<u>\$ 589,040</u>	<u>\$ 80,797</u>	<u>\$ 0</u>
<u>- HOUSING AUTHORITY -</u>					
<u>WHITTIER HOUSING AUTHORITY (912)</u>					
<i>Operating Revenue</i>					
Property Tax Distribution	\$ 0	\$ 0	\$ 150,000	\$ 150,000	\$ 150,000
Interest Income	319,085	41,576	21,200	29,800	26,800
Total Operating Revenue	<u>319,085</u>	<u>41,576</u>	<u>171,200</u>	<u>179,800</u>	<u>176,800</u>
<i>Non-Operating Revenue</i>					
Loan Repayment from WRSA	0	0	629,756	629,756	879,181
Total Non-Operating Revenue	<u>0</u>	<u>0</u>	<u>629,756</u>	<u>629,756</u>	<u>879,181</u>
TOTAL - HOUSING AUTHORITY	<u>\$ 319,085</u>	<u>\$ 41,576</u>	<u>\$ 800,956</u>	<u>\$ 809,556</u>	<u>\$ 1,055,981</u>

**City of Whittier
2016-17 Budget
Revenues and Transfers-In Schedule**

	Actual 2013-14	Actual 2014-15	Adopted Budget 2015-16	Projected 2015-16	Adopted Budget 2016-17
- WHITTIER UTILITY AUTHORITY -					
<u>SEWER MAINTENANCE FUND (410)</u>					
<i>Operating Revenue</i>					
Net Charges for Services	\$ 3,108,837	\$ 3,900,278	\$ 4,116,571	\$ 4,029,856	\$ 4,274,628
Total Operating Revenue	3,108,837	3,900,278	4,116,571	4,029,856	4,274,628
Operating Transfer-In	0	0	0	0	0
Total Operating Revenue/Transfers	3,108,837	3,900,278	4,116,571	4,029,856	4,274,628
<i>Non-Operating Revenue</i>					
Interest Income	16,869	37,143	5,000	5,000	5,000
Non-Operating Transfer-In	0	0	0	0	0
Total Non-Operating Revenue/Transfers	16,869	37,143	5,000	5,000	5,000
Total Sewer Maintenance	3,125,706	3,937,421	4,121,571	4,034,856	4,279,628
<u>WATER FUND (420)</u>					
<i>Operating Revenue</i>					
Water Sales	\$ 5,978,122	\$ 5,432,767	\$ 5,431,000	\$ 5,556,866	\$ 5,431,000
Meter Service Charge	3,534,103	4,837,141	6,073,069	6,073,069	7,287,682
Grants	0	0	0	0	0
Water Production Rights	2,955,000	855,000	1,885,000	1,885,000	0
Others	187,628	259,884	143,600	141,372	143,600
Total Operating Revenue	12,654,853	11,384,792	13,532,669	13,656,307	12,862,282
Operating Transfers-In	1,172,758	1,945,892	1,945,892	0	3,380,107
Total Operating Revenue/Transfers	13,827,611	13,330,684	15,478,561	13,656,307	16,242,389
<i>Non-Operating Revenue</i>					
Interest Income	35,982	40,049	19,348	19,348	19,348
Rental Income	409,860	310,269	520,616	520,616	520,616
Others	54	0	0	0	0
Total Non-Operating Revenue	445,896	350,318	539,964	539,964	539,964
Non-Operating Transfer-In	0	0	0	0	0
Total Non-Operating Revenue/Transfers	445,896	350,318	539,964	539,964	539,964
Total Water	14,273,507	13,681,002	16,018,525	14,196,271	16,782,353
<u>WATER FACILITIES REPLACEMENT FUND (450)</u>					
<i>Operating Revenue</i>					
Water Facilities Billings	\$ 521,910	\$ 499,058	\$ 348,600	\$ 348,600	\$ 348,600
Total Operating Revenue	521,910	499,058	348,600	348,600	348,600
Operating Transfer-In	0	0	0	0	0
Total Operating Revenue/Transfers	521,910	499,058	348,600	348,600	348,600
<i>Non-Operating Revenue</i>					
Interest Income	19,047	23,776	8,000	8,000	8,000
Total Non-Operating Revenue	19,047	23,776	8,000	8,000	8,000
Non-Operating Transfer-In	0	0	0	0	0
Total Non-Operating Revenue/Transfers	19,047	23,776	8,000	8,000	8,000
Total Water Facilities	540,957	522,834	356,600	356,600	356,600

**City of Whittier
2016-17 Budget
Revenues and Transfers-In Schedule**

	Actual 2013-14	Actual 2014-15	Adopted Budget 2015-16	Projected 2015-16	Adopted Budget 2016-17
<u>WATER BOND FUND (470)</u>					
<i>Operating Revenue</i>					
Operating Transfer-In	\$ 1,200,223	\$ 1,211,707	\$ 1,214,990	\$ 1,214,990	\$ 1,232,145
Total Operating Revenue/Transfers	<u>1,200,223</u>	<u>1,211,707</u>	<u>1,214,990</u>	<u>1,214,990</u>	<u>1,232,145</u>
<i>Non-Operating Revenue</i>					
Interest Income	142,763	138,759	135,222	121,792	121,367
Proceeds from debt issuance	0	0	0	0	0
Bond Issue Premium	0	0	0	0	0
Total Non-Operating Revenue	<u>142,763</u>	<u>138,759</u>	<u>135,222</u>	<u>121,792</u>	<u>121,367</u>
Non-Operating Transfer-In	0	0	0	0	0
Total Non-Operating Revenue/Transfers	<u>142,763</u>	<u>138,759</u>	<u>135,222</u>	<u>121,792</u>	<u>121,367</u>
Total Water Bond	<u>1,342,986</u>	<u>1,350,466</u>	<u>1,350,212</u>	<u>1,336,782</u>	<u>1,353,512</u>
Total Revenue - All Water Funds	<u>\$ 16,157,450</u>	<u>\$ 15,554,302</u>	<u>\$ 17,725,337</u>	<u>\$ 15,889,653</u>	<u>\$ 18,492,465</u>
<u>SOLID WASTE COLLECTION (430)</u>					
<i>Operating Revenue</i>					
Refuse Collection	\$ 4,727,427	\$ 4,080,565	\$ 4,400,223	\$ 4,400,223	\$ 0
Roll-off Revenue	618,831	676,291	638,228	638,228	0
Curbside Recycling - Reduction	312,714	311,517	310,695	310,695	0
Greenwaste	364,486	430,962	358,676	358,676	0
Street Sweeping	378,255	372,876	412,464	412,464	0
Rental Income	479,421	485,470	470,784	470,784	0
Others	23,903	32,520	37,410	40,024	0
Total Operating Revenue	<u>6,905,037</u>	<u>6,390,201</u>	<u>6,628,480</u>	<u>6,631,094</u>	<u>0</u>
Operating Transfer-In	0	0	0	0	0
Total Operating Revenue/Transfers	<u>6,905,037</u>	<u>6,390,201</u>	<u>6,628,480</u>	<u>6,631,094</u>	<u>0</u>
<i>Non-Operating Revenue</i>					
Interest Income	27,853	44,265	12,000	12,000	0
Non-Operating Transfer-In	0	0	0	0	0
Total Non-Operating Revenue/Transfers	<u>27,853</u>	<u>44,265</u>	<u>12,000</u>	<u>12,000</u>	<u>0</u>
Total Solid Waste Collection	<u>6,932,890</u>	<u>6,434,466</u>	<u>6,640,480</u>	<u>6,643,094</u>	<u>0</u>
<u>SOLID WASTE DISPOSAL FUND (440)</u>					
<i>Operating Revenue</i>					
Back Canyon CIP	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Dump Fees	3,347,572	3,360,887	3,545,077	3,545,299	4,165,327
Others	167,125	114,535	157,000	157,833	157,000
Total Operating Revenue	<u>3,514,697</u>	<u>3,475,422</u>	<u>3,702,077</u>	<u>3,703,132</u>	<u>4,322,327</u>
Operating Transfers-In	0	0	0	0	0
Total Operating Revenue/Transfers	<u>3,514,697</u>	<u>3,475,422</u>	<u>3,702,077</u>	<u>3,703,132</u>	<u>4,322,327</u>
<i>Non-Operating Revenue</i>					
Interest Income	6,424	13,175	2,000	2,000	2,000
Non-Operating Transfer-In	0	0	0	0	0
Total Non-Operating Revenue/Transfers	<u>6,424</u>	<u>13,175</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>
Total Solid Waste Disposal	<u>3,521,121</u>	<u>3,488,597</u>	<u>3,704,077</u>	<u>3,705,132</u>	<u>4,324,327</u>

**City of Whittier
2016-17 Budget
Revenues and Transfers-In Schedule**

	Actual 2013-14	Actual 2014-15	Adopted Budget 2015-16	Projected 2015-16	Adopted Budget 2016-17
<u>LANDFILL CLOSURE FUND (456)</u>					
<i>Operating Revenue</i>					
Closure Fee	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Operating Revenue	0	0	0	0	0
Operating Transfer-In	272,000	272,000	272,000	272,000	272,000
Total Operating Revenue/Transfers	272,000	272,000	272,000	272,000	272,000
<i>Non-Operating Revenue</i>					
Interest Income	27,566	43,470	12,000	12,000	12,000
Non-Operating Transfer-In	0	0	0	0	0
Total Non-Operating Revenue/Transfers	27,566	43,470	12,000	12,000	12,000
Total Landfill Closure	299,566	315,470	284,000	284,000	284,000
<u>SOLID WASTE BOND FUND (480)</u>					
<i>Operating Revenue</i>					
Operating Transfer-In	\$ 134,861	\$ 0	\$ 0	\$ 0	\$ 0
Total Operating Revenue/Transfers	134,861	0	0	0	0
<i>Non-Operating Revenue</i>					
Interest Income	277	0	0	0	0
Non-Operating Transfer-In	0	0	0	0	0
Total Non-Operating Revenue/Transfers	277	0	0	0	0
Total Solid Waste Bond	135,138	0	0	0	0
<u>ENVIRONMENTAL LIABILITY FUND (490)</u>					
<i>Operating Revenue</i>					
Operating Transfer-In	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total Operating Revenue/Transfers	0	0	0	0	0
<i>Non-Operating Revenue</i>					
Interest Income	2,175	3,306	1,000	1,000	1,000
Non-Operating Transfer-In	0	0	0	0	0
Total Non-Operating Revenue/Transfers	2,175	3,306	1,000	1,000	1,000
Total Environmental Liability	2,175	3,306	1,000	1,000	1,000
Total Revenue - Solid Waste Funds	\$ 10,890,890	\$ 10,241,839	\$ 10,629,557	\$ 10,633,226	\$ 4,609,327
TOTAL - UTILITY AUTHORITY	\$ 30,174,046	\$ 29,733,562	\$ 32,476,465	\$ 30,557,735	\$ 27,381,420
TOTAL REVENUES & TRANSFERS	\$ 116,864,747	\$ 116,110,299	\$ 116,016,562	\$ 117,912,708	\$ 112,645,728



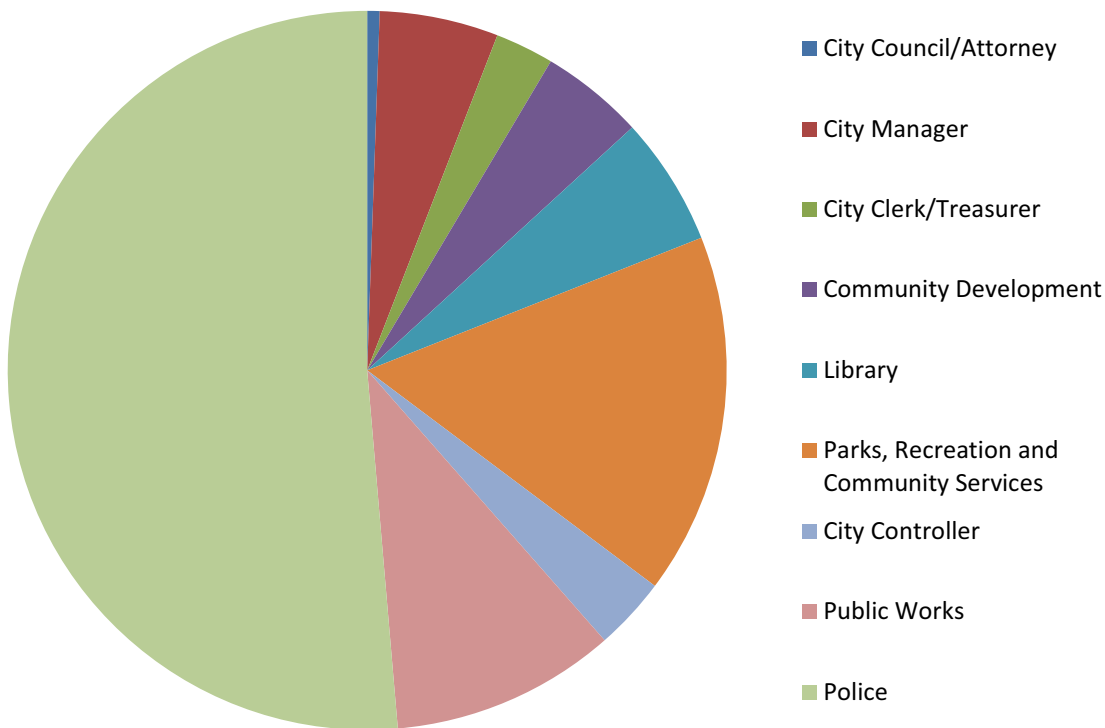
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City of Whittier

Expenditures

- *Budget Summary – General Fund Expenditures*
- *Budget Summary – Non-General Fund Expenditures*
- *Adopted Operating and Transfer-Out Budget (Summarized by Fund Type)*
- *Adopted Operating and Transfer-Out Budget Detail*
- *Adopted Non-Operating and Transfer-Out Budget (Summarized by Fund Type)*
- *Adopted Non-Operating and Transfer-Out Budget Detail*
- *Summary of Adopted and Actual/Estimated Expenditures and Transfers-Out (by Fund Type)*
- *Summary of Adopted and Actual/Estimated Expenditures and Transfers-Out Detail*
- *Gann Appropriations Limit*

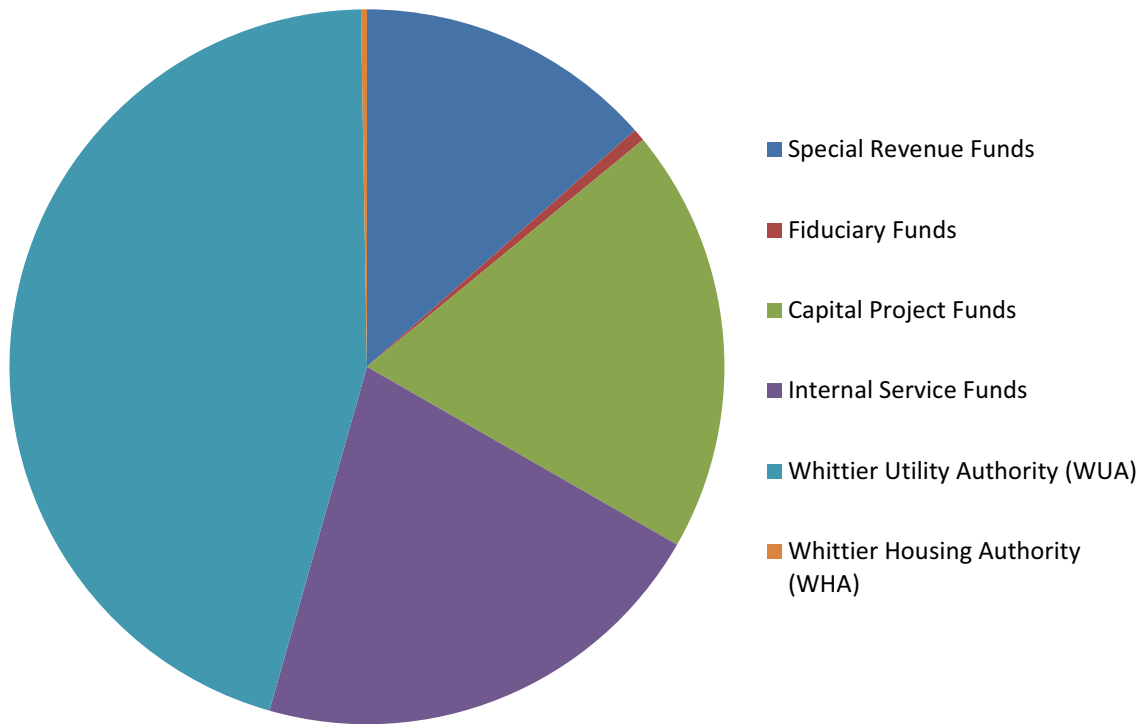
City of Whittier
Budget Summary - General Fund Expenditures
Fiscal Year 2016-17

Department	2016-17 Adopted
City Council/Attorney	\$ 333,287
City Manager	3,196,723
City Clerk/Treasurer	1,577,211
Community Development	2,787,985
Library	3,468,408
Parks, Recreation and Community Services	9,721,325
City Controller	1,965,282
Public Works	6,056,725
Police	30,733,803
TOTAL - GENERAL FUND	\$59,840,749



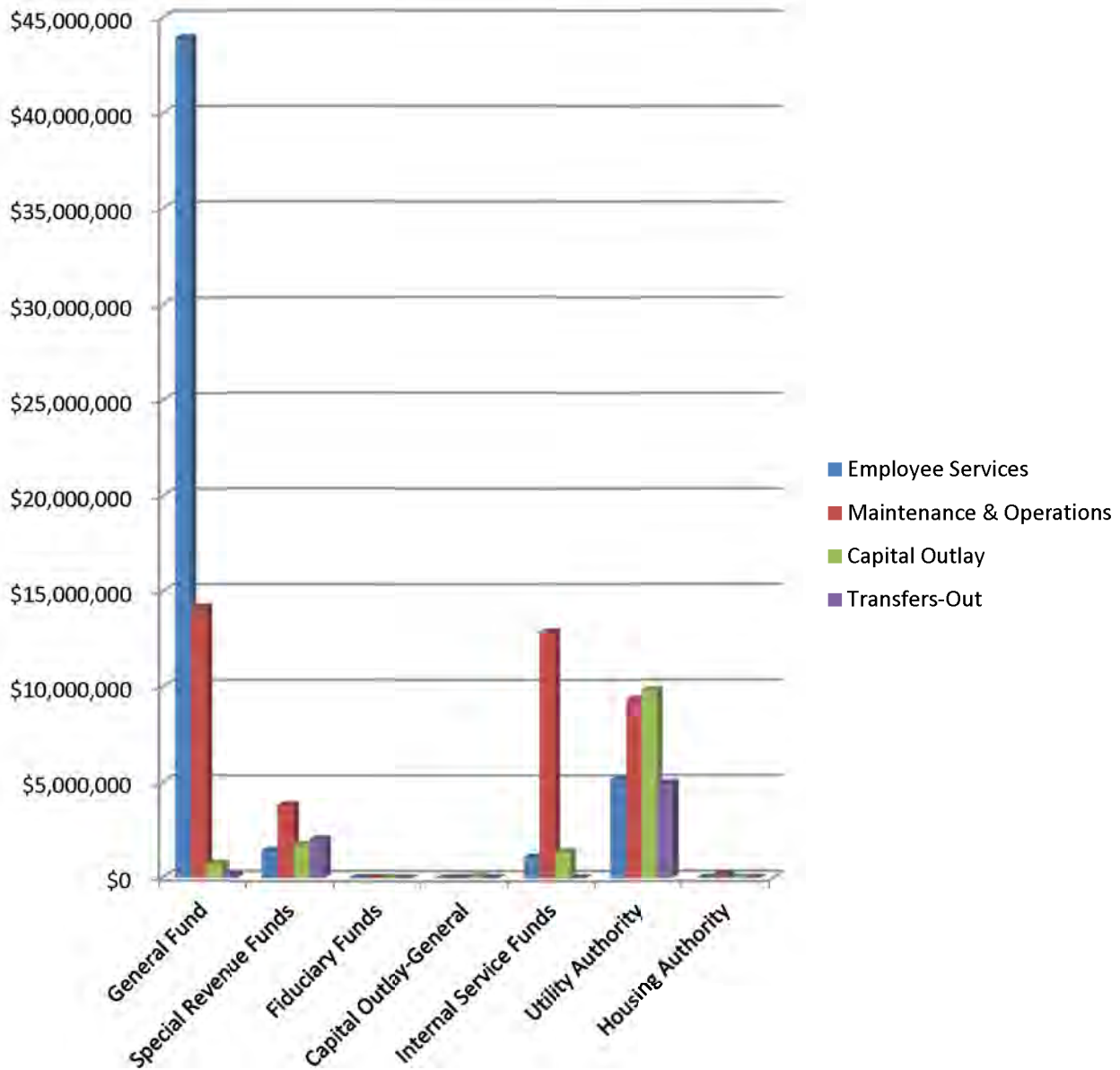
City of Whittier
Budget Summary - Non-General Fund Expenditures
Fiscal Year 2016-17

	2016-17 Adopted
Special Revenue Funds	\$ 9,995,065
Fiduciary Funds	413,570
Capital Project Funds	14,258,055
Internal Service Funds	15,643,346
Whittier Utility Authority (WUA)	33,588,930
Whittier Housing Authority (WHA)	200,000
TOTAL - NON-GENERAL FUNDS	\$ 74,098,966



City of Whittier
Operating Expenditure Budget and Transfers-Out
Fiscal Year 2016-17
Summary

	Employee Services	Maintenance & Operations	Capital Outlay	Transfers-Out
General Fund	\$43,917,847	\$14,161,212	\$692,259	\$210,708
Special Revenue Funds	1,417,600	3,812,479	1,727,544	2,027,442
Fiduciary Funds	0	5,820	0	0
Capital Outlay-General	0	12,000	68,500	0
Internal Service Funds	1,064,855	12,863,357	1,368,300	0
Utility Authority	5,135,602	9,340,064	9,810,000	4,939,252
Housing Authority	0	200,000	0	0
TOTAL - CITY OF WHITTIER	\$51,535,904	\$40,394,932	\$13,666,603	\$7,177,402



City of Whittier
Operating Expenditure Budget and Transfers-Out
Fiscal Year 2016-17

	Employee Services	Maintenance & Operations	Operating CIP	Total Operating Budget	Transfers-Out	Total	
General Fund							
100-11-111-000	City Council	\$0	\$32,963	\$0	\$32,963	\$0	\$32,963
100-11-112-000	City Attorney	0	300,324	0	300,324	0	300,324
	City Manager						
100-12-121-000	Administration	985,920	83,162	0	1,069,082	0	1,069,082
100-12-122-000	Public Information Services	60,954	17,378	242,000	320,332	0	320,332
100-12-999-201	Non-Departmental	244,669	938,084	0	1,182,753	210,708	1,393,461
100-12-999-202	Chamber of Commerce	0	53,400	0	53,400	0	53,400
100-12-999-203	Employee Special Events	0	9,000	0	9,000	0	9,000
	City Clerk/Treasurer						
100-15-151-000	City Clerk	666,498	111,812	0	778,310	0	778,310
100-15-151-301	Elections	0	130,793	0	130,793	0	130,793
100-15-152-000	City Treasurer	281,563	113,466	0	395,029	0	395,029
100-15-152-302	Business License	203,143	37,437	0	240,580	0	240,580
	Community Development						
100-18-141-000	Building & Safety	825,484	78,399	0	903,883	0	903,883
100-18-161-000	Planning	944,319	138,974	200,000	1,283,293	0	1,283,293
100-18-181-000	Community Development	346,459	88,029	0	434,488	0	434,488
100-18-181-507	Economic Development	115,696	50,624	0	166,320	0	166,320
100-21-211-000	Library	2,570,115	898,293	0	3,468,408	0	3,468,408
	Parks, Recreation and Community Services						
100-22-22X-000	Parks	3,070,465	2,603,802	29,000	5,703,267	0	5,703,267
100-23-231-000	Administration	2,572,428	849,728	0	3,422,156	0	3,422,156
100-23-231-601	Patriotic Events	1,500	13,991	0	15,491	0	15,491
100-23-232-000	Social Services	0	145,636	0	145,636	0	145,636
	City Controller						
100-25-171-000	Human Resources Administration	254,656	161,965	0	416,621	0	416,621
100-25-172-000	Emergency Management	19,030	38,533	0	57,563	0	57,563
100-25-251-000	Controller's Administration	1,002,638	191,035	0	1,193,673	0	1,193,673
100-25-272-000	Property Insurance	0	257,425	0	257,425	0	257,425
	Public Works						
100-30-142-000	Civic Center Maintenance	281,534	1,163,490	0	1,445,024	0	1,445,024
100-30-321-801	Street Lighting	65,711	405,897	0	471,608	0	471,608
100-30-321-802	Street Cleaning	137,156	274,316	0	411,472	0	411,472
100-30-321-803	Street Maintenance	1,435,800	995,123	0	2,430,923	0	2,430,923
100-30-321-804	Traffic Signals	225,101	214,599	0	439,700	0	439,700
100-30-321-805	Greenway Maintenance	79,300	33,000	0	112,300	0	112,300
100-30-321-810	Graffiti Removal	251,589	145,943	0	397,532	0	397,532
100-30-332-000	Engineering	244,003	95,863	0	339,866	0	339,866
100-30-332-809	Weed Control	0	8,300	0	8,300	0	8,300
	Police						
100-40-411-000	Police-Safety	14,415,515	2,754,150	221,259	17,390,924	0	17,390,924
100-40-412-701	Police-Miscellaneous	3,941,715	300	0	3,942,015	0	3,942,015
100-40-412-717	Cadet Program	98,167	11,700	0	109,867	0	109,867
100-40-421-703	SFS-Special Assignment	184,130	11,689	0	195,819	0	195,819
100-40-421-704	Police-SFS Other Services	122,268	5,425	0	127,693	0	127,693
100-40-422-000	Police-SFS Other Services-OT	274,400	0	0	274,400	0	274,400
100-40-423-705	Police-SFS Safety	6,528,247	634,718	0	7,162,965	0	7,162,965
100-40-423-706	Police-SFS Miscellaneous	364,808	252	0	365,060	0	365,060
100-40-431-000	Code Enforcement	363,852	41,991	0	405,843	0	405,843
100-40-431-707	Code Liens	(996)	8,000	0	7,004	0	7,004
100-40-441-000	Whittwood Mall	199,897	7,966	0	207,863	0	207,863

City of Whittier
Operating Expenditure Budget and Transfers-Out
Fiscal Year 2016-17

		Employee Services	Maintenance & Operations	Operating CIP	Total Operating Budget	Transfers-Out	Total
100-40-461-714	SRO-Whittier High School	181,959	1,444	0	183,403	0	183,403
100-40-461-715	SRO-La Serna High School	181,983	1,434	0	183,417	0	183,417
100-40-461-716	SRO-Santa Fe High School	176,171	1,359	0	177,530	0	177,530
Total General Fund		\$ 43,917,847	\$ 14,161,212	\$ 692,259	\$ 58,771,318	\$ 210,708	\$ 58,982,026

Special Revenue Funds

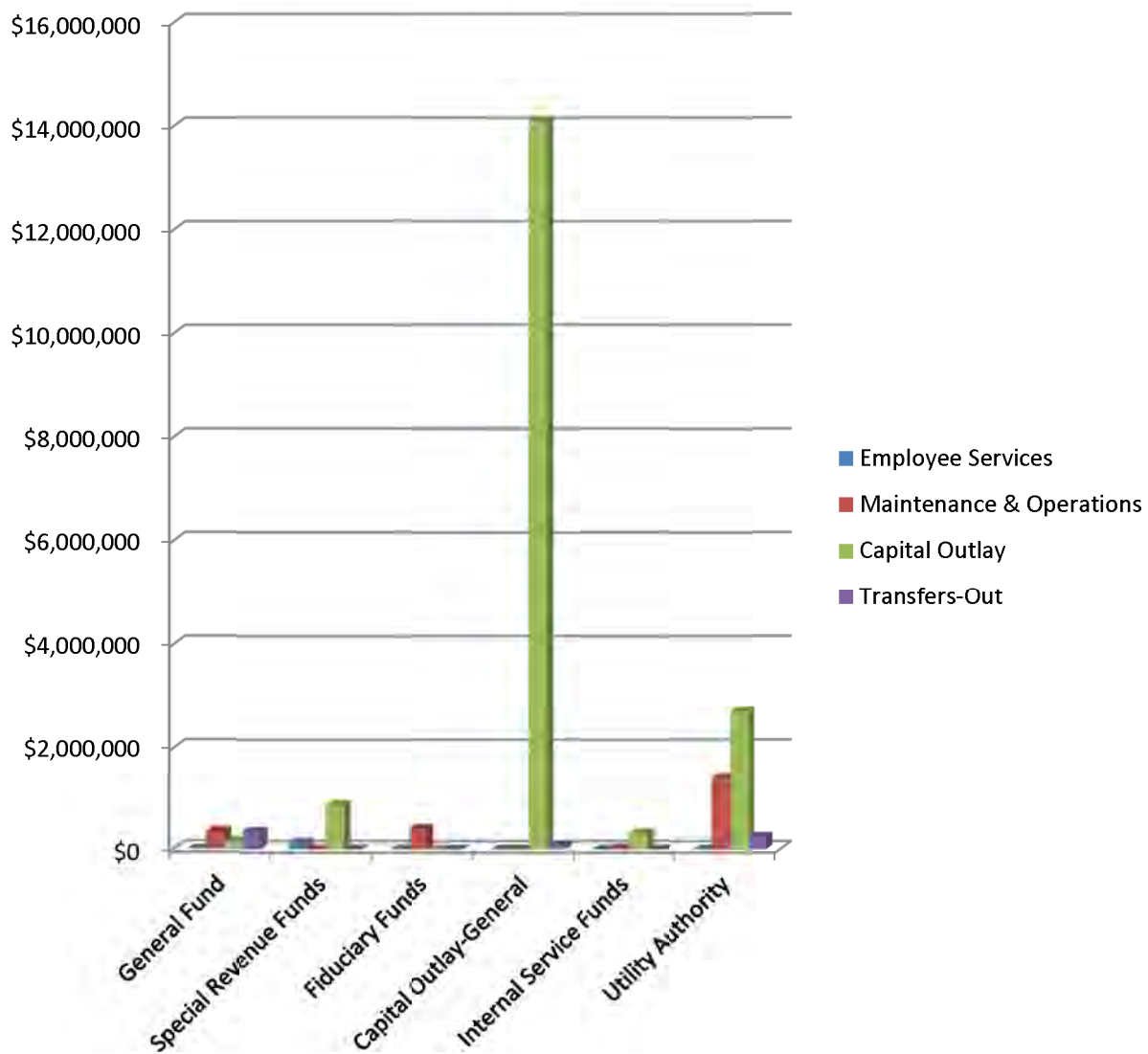
City Clerk/Treasurer							
254-15-152-000	Business Improvement Area	\$ 0	\$ 111,500	\$ 0	\$ 111,500	\$ 0	\$ 111,500
Community Development							
267-18-182-501	HUD Grant	0	743,838	0	743,838	0	743,838
267-18-182-502	Housing Rehabilitation Administration	63,061	(63,061)	0	0	0	0
267-18-182-503	CDBG Administration	63,030	(63,030)	0	0	0	0
267-18-182-505	CDBG Code Enforcement	233,530	(233,530)	0	0	0	0
269-18-183-000	HOME Program	23,760	273,845	0	297,605	0	297,605
Library							
260-21-212-000	Library Grant	31,574	3,874	0	35,448	0	35,448
Community Services							
230-23-243-000	Air Quality Improvement	12,799	52,127	0	64,926	0	64,926
270-23-241-607	Prop. A Administration	218,216	33,972	0	252,188	0	252,188
270-23-241-608	Prop. A Dial-A-Ride	101,195	1,017,724	50,000	1,168,919	0	1,168,919
270-23-241-609	Prop. A Fixed Route	71,347	66,071	0	137,418	0	137,418
270-23-241-625	Prop. A Whittier Depot	0	95,513	0	95,513	0	95,513
275-23-241-608	Prop. A Incentive	0	293,936	0	293,936	0	293,936
280-23-241-609	Prop. C Fixed Route	2,949	19,000	0	21,949	0	21,949
280-23-241-611	Prop. C Administration	3,236	217,616	0	220,852	93,397	314,249
280-23-241-613	Prop. C Access	37,945	4,690	0	42,635	0	42,635
280-23-241-617	Prop. C Dial-A-Ride	0	0	97,500	97,500	0	97,500
280-23-241-620	Prop. C Greenway Management	27,309	726,034	8,000	761,343	0	761,343
280-23-241-621	Prop. C Greenway East	0	10,000	0	10,000	0	10,000
280-23-241-627	Prop. C Recreation Transit	8,441	52,000	0	60,441	0	60,441
280-23-241-628	Prop. C COG Assessment	0	20,000	0	20,000	0	20,000
280-23-241-630	Prop. C Taxi Voucher	0	90,000	0	90,000	0	90,000
280-23-242-000	Prop. C La Habra Heights DAR	17,586	34,196	0	51,782	0	51,782
285-23-241-650	Measure R (Transit)	0	0	328,038	328,038	0	328,038
City Controller							
268-00-000-000	Subventions and Grants	0	101,564	0	101,564	0	101,564
Public Works							
240-30-332-000	Street Lighting District 1-91	454	615	0	1,069	0	1,069
261-30-331-000	Gasoline Tax A	0	0	0	0	650,000	650,000
263-30-331-000	Traffic Congestion	0	0	954,255	954,255	0	954,255
264-30-332-000	Traffic Safety	0	0	0	0	350,000	350,000
265-30-331-000	Gasoline Tax B	0	17,156	289,751	306,907	434,045	740,952
266-30-331-000	Gasoline Tax 2105	0	0	0	0	500,000	500,000
291-30-333-000	Uptown Parking District #1	42,921	27,937	0	70,858	0	70,858
292-30-333-000	Uptown Parking District #2	13,498	91,637	0	105,135	0	105,135
294-30-333-000	Uptown Maintenance District	2,492	51,095	0	53,587	0	53,587
Police							
210 / 220	Traffic Offender / COPS	291,540	4,625	0	296,165	0	296,165
250-40-471-000	Asset Forfeiture	150,717	11,535	0	162,252	0	162,252
Total Special Revenue Funds		\$ 1,417,600	\$ 3,812,479	\$ 1,727,544	\$ 6,957,623	\$ 2,027,442	\$ 8,985,065

**City of Whittier
Operating Expenditure Budget and Transfers-Out
Fiscal Year 2016-17**

	Employee Services	Maintenance & Operations	Operating CIP	Total Operating Budget	Transfers-Out	Total
Fiduciary Funds						
City Controller						
586-25-999-205 Community Facilities District 89-1	\$ 0	\$ 5,820	\$ 0	\$ 5,820	\$ 0	\$ 5,820
Total Fiduciary Funds	\$ 0	\$ 5,820	\$ 0	\$ 5,820	\$ 0	\$ 5,820
Capital Projects						
City Manager						
635-22-981-921 Capital Outlay-Library	\$ 0	\$ 0	\$ 7,500	\$ 7,500	\$ 0	\$ 7,500
635-22-981-922 Capital Outlay-Parks	0	12,000	16,000	28,000	0	28,000
635-25-981-925 Capital Outlay-Controller	0	0	25,000	25,000	0	25,000
635-30-981-914 Capital Outlay-CCM	0	0	20,000	20,000	0	20,000
Total Capital Projects	\$0	\$12,000	\$68,500	\$80,500	\$0	\$80,500
Internal Service Funds						
City Clerk/Treasurer						
715-15-151-000 Information Technology	\$ 487,519	\$ 455,259	\$ 162,100	\$ 1,104,878	\$ 0	\$ 1,104,878
City Controller						
720-25-261-000 Worker's Compensation	58,544	2,188,315	0	2,246,859	0	2,246,859
730-25-262-000 General Liability	98,917	1,839,325	0	1,938,242	0	1,938,242
770-00-000-000 Equipment Replacement	0	65,000	133,200	198,200	0	198,200
780-25-173-000 Group Health Insurance	9,774	6,049,062	0	6,058,836	0	6,058,836
Public Works						
740-30-361-000 Mobile Equipment	410,101	2,266,396	0	2,676,497	0	2,676,497
750-30-361-000 Mobile Replacement	0	0	1,073,000	1,073,000	0	1,073,000
Total Internal Service Funds	\$ 1,064,855	\$ 12,863,357	\$ 1,368,300	\$ 15,296,512	\$ 0	\$ 15,296,512
TOTAL - CITY OF WHITTIER	\$ 46,400,302	\$ 30,854,868	\$ 3,856,603	\$ 81,111,773	\$ 2,238,150	\$ 83,349,923
WHITTIER UTILITY AUTHORITY						
Public Works						
410-30-342-000 Sewer Maintenance	\$ 889,244	\$ 1,055,800	\$ 4,410,000	\$ 6,355,044	\$ 20,000	\$ 6,375,044
420-30-341-841 Water Fund	3,020,256	4,839,269	5,350,000	13,209,525	1,237,145	14,446,670
450-30-341-000 Water Facilities Repayment	0	0	0	0	3,380,107	3,380,107
470-30-341-849 Water Bond	0	4,100	0	4,100	0	4,100
430-30-352-851 Solid Waste Collection	383,488	1,141,943	50,000	1,575,431	0	1,575,431
440-30-353-000 Solid Waste Disposal	842,614	2,298,952	0	3,141,566	302,000	3,443,566
480-30-351-861 Solid Waste Bond-Debt Service	0	0	0	0	0	0
TOTAL - UTILITY AUTHORITY	\$ 5,135,602	\$ 9,340,064	\$ 9,810,000	\$ 24,285,666	\$ 4,939,252	\$ 29,224,918
WHITTIER HOUSING AUTHORITY	\$ 0	\$ 200,000	\$ 0	\$ 200,000	\$ 0	\$ 200,000
TOTAL OPERATING BUDGET AND TRANSFERS-OUT	\$ 51,535,904	\$ 40,394,932	\$ 13,666,603	\$ 105,597,439	\$ 7,177,402	\$ 112,774,841

**City of Whittier
Non-Operating Expenditure Budget and Transfers-Out
Fiscal Year 2016-17
Summary**

	Employee Services	Maintenance & Operations	Capital Outlay	Transfers-Out
General Fund	\$0	\$346,525	\$160,750	\$351,448
Special Revenue Funds	130,000	-	880,000	-
Fiduciary Funds	-	407,750	-	-
Capital Outlay-General	-	-	14,096,055	81,500
Internal Service Funds	-	24,834	322,000	-
Utility Authority	-	1,410,462	2,705,000	248,550
TOTAL - CITY OF WHITTIER	\$130,000	\$2,189,571	\$18,163,805	\$681,498

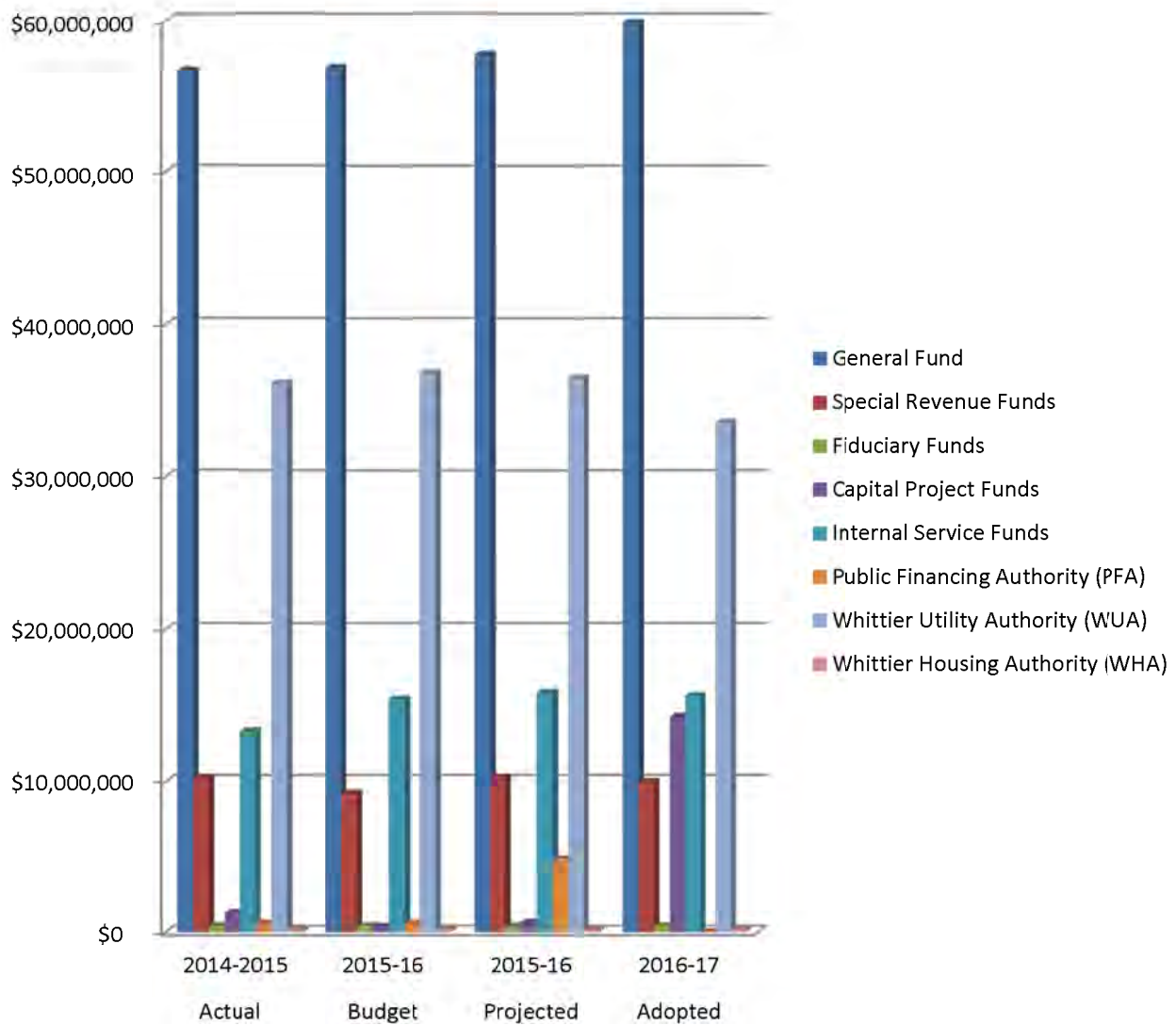


**City of Whittier
Non-Operating Expenditure Budget and Transfers-Out
Fiscal Year 2016-17**

		Employee Services	Maintenance & Operations	Non-Operating CIP	Transfers-Out	Total
General Fund						
City Manager						
100-12-999-201	Non-Departmental	\$ 0	\$ 0	\$ 0	\$ 351,448	\$ 351,448
City Clerk/Treasurer						
100-15-151-000	City Clerk	0	30,000	2,500	0	32,500
100-22-22X-000	Parks	0	72,000	0	0	72,000
Community Services						
100-23-231-000	Administration	0	19,125	158,250	0	177,375
100-23-231-601	Patriotic Events	0	55,000	0	0	55,000
100-23-232-000	Social Services	0	130,400	0	0	130,400
City Controller						
100-17-171-000	Administration	0	40,000	0	0	40,000
Total General Fund		\$ 0	\$ 346,525	\$ 160,750	\$ 351,448	\$ 858,723
Special Revenue Funds						
Parks, Recreation and Community Services						
285-23-241-650	Measure R. (Transit)	0	0	880,000	0	880,000
Police						
250-40-471-000	Asset Forfeiture	130,000	0	0	0	130,000
Total Special Revenue Funds		\$ 130,000	\$ 0	\$ 880,000	\$ 0	\$ 1,010,000
Fiduciary Funds						
City Controller						
586-25-999-205	Comm. Facilities District 89-1	0	407,750	0	0	407,750
Total Fiduciary Funds		\$ 0	\$ 407,750	\$ 0	\$ 0	\$ 407,750
Capital Projects						
City Manager						
635-12-981-912	Capital Outlay-CM	0	0	0	81,500	81,500
635-22-981-922	Capital Outlay-Parks	0	0	210,200	0	210,200
635-30-981-933	Capital Outlay-Street	0	0	10,200	0	10,200
Community Developmnet						
638-18-184-210	Non-Housing Projects	0	0	13,875,655	0	13,875,655
Total Capital Projects		\$ 0	\$ 0	\$ 14,096,055	\$ 81,500	\$ 14,177,555
Internal Service Funds						
City Clerk/Treasurer						
715-15-151-000	Information Technology	0	24,834	322,000	0	346,834
Total Internal Service Funds		\$ 0	\$ 24,834	\$ 322,000	\$ 0	\$ 346,834
TOTAL- CITY OF WHITTIER		\$ 130,000	\$ 779,109	\$ 15,458,805	\$ 432,948	\$ 16,800,862
WHITTIER UTILITY AUTHORITY						
Public Works						
410-30-342-000	Sewer Fund	0	11,050	240,000	0	251,050
420-30-341-841	Water Fund	0	50,000	405,000	167,050	622,050
470-30-341-849	Water Bond-Debt Service	0	1,349,412	0	0	1,349,412
430-30-352-851	Solid Waste Collection	0	0	0	81,500	81,500
440-30-353-000	Solid Waste Disposal	0	0	2,060,000	0	2,060,000
TOTAL- UTILITY AUTHORITY		\$ 0	\$ 1,410,462	\$ 2,705,000	\$ 248,550	\$ 4,364,012
TOTAL NON-OPERATING BUDGET AND TRANSFERS-OUT		\$ 130,000	\$ 2,189,571	\$ 18,163,805	\$ 681,498	\$ 21,164,874

City of Whittier
Total Expenditures and Transfers-Out
Fiscal Years 2014-2015 through 2016-2017

	Actual 2014-2015	Budget 2015-16	Projected 2015-16	Adopted 2016-17
General Fund	\$ 56,742,891	\$ 56,892,884	\$ 57,731,113	\$ 59,840,749
Special Revenue Funds	10,250,457	9,241,388	10,280,377	9,995,065
Fiduciary Funds	415,934	417,173	417,583	413,570
Capital Project Funds	1,301,580	378,900	650,033	14,258,055
Internal Service Funds	13,300,416	15,421,058	15,860,907	15,643,346
Public Financing Authority (PFA)	588,305	589,040	4,868,424	0
Whittier Utility Authority (WUA)	36,105,045	36,806,725	36,490,983	33,588,930
Whittier Housing Authority (WHA)	147,787	200,000	150,000	200,000
TOTAL - EXPENDITURES	\$ 118,852,415	\$ 119,947,168	\$ 126,449,420	\$ 133,939,715



**City of Whittier
Expenditures and Transfers-Out**

	Actual 2014-15	Budget 2015-16	Projected 2015-16	Adopted Budget 2016-17
General Fund				
100-11-111-000 City Council	\$ 26,130	\$ 32,967	\$ 32,967	\$ 32,963
100-11-112-000 City Attorney	585,182	300,349	1,032,151	300,324
City Manager				
100-12-121-000 Administration	810,836	1,007,594	1,007,594	1,069,082
100-12-122-000 Public Information Services	73,203	88,321	88,321	320,332
100-12-999-201 Non-Departmental	2,028,355	1,395,160	1,373,160	1,744,909
100-12-999-202 Chamber of Commerce	23,200	53,400	46,400	53,400
100-12-999-203 Employee Special Events	7,645	9,000	9,000	9,000
City Clerk/Treasurer				
100-15-151-000 City Clerk	669,771	774,094	774,094	810,810
100-15-151-301 Elections	220,817	178,638	223,230	130,793
100-15-152-000 City Treasurer	246,112	373,448	373,448	395,028
100-15-152-302 Business License	138,236	161,915	161,915	240,580
Community Development				
100-18-141-000 Building and Safety	1,255,203	833,188	855,575	903,883
100-18-161-000 Planning	926,898	1,035,021	1,035,021	1,283,293
100-18-181-000 Administration	238,827	420,883	420,883	434,489
100-18-181-507 Economic Development	130,299	176,197	176,197	166,320
100-21-211-000 Library	3,389,556	3,378,463	3,378,463	3,468,408
100-22-221-000 Parks	5,262,025	5,351,157	5,398,658	5,775,267
Community Services				
100-23-231-000 Community Services	3,589,355	3,404,421	3,408,373	3,599,531
100-23-231-601 Patriotic Events	9,735	15,491	15,491	70,491
100-23-232-000 Social Services	143,626	276,086	276,086	276,036
City Controller				
100-25-171-000 Human Resources Administration	396,565	407,139	407,139	416,621
100-25-172-000 Emergency Management	62,648	57,564	57,564	57,563
100-25-251-000 City Controller Administration	1,218,161	1,323,925	1,323,925	1,233,673
100-25-272-000 Property Insurance	232,064	275,083	275,083	257,425
Public Works				
100-30-142-000 Civic Center Maintenance	1,318,605	1,402,640	1,419,520	1,445,024
100-30-321-801 Street Lighting	499,949	471,631	471,631	471,608
100-30-321-802 Street Cleaning	0	0	0	411,472
100-30-321-803 Street Maintenance	2,033,776	2,422,625	2,418,475	2,430,923
100-30-321-804 Traffic Signals	419,332	421,988	421,988	439,700
100-30-321-805 Greenway Maintenance	60,199	111,260	111,260	112,300
100-30-321-810 Graffiti Removal	314,639	380,829	380,829	397,532
100-30-332-000 Engineering	359,669	360,696	364,709	339,866
100-30-332-809 Weed Control	8,767	8,300	8,300	8,300
Police				
100-40-41x-xxx Police Department	20,879,000	20,855,628	20,855,880	21,442,806
100-40-42x-xxx Santa Fe Springs Policing	8,112,851	8,043,029	8,043,029	8,125,937
100-40-431-000 Code Enforcement	386,920	378,377	378,377	404,847
100-40-431-707 Code Liens	894	8,000	8,000	8,000
100-40-441-000 Police - Whittwood	178,271	197,570	197,570	207,863
100-40-461-71x COPS in School	485,570	500,807	500,807	544,350
Total - General Fund	\$ 56,742,891	\$ 56,892,884	\$ 57,731,113	\$ 59,840,749

**City of Whittier
Expenditures and Transfers-Out**

		Actual 2014-15	Budget 2015-16	Projected 2015-16	Adopted Budget 2016-17
Special Revenue Funds					
City Clerk/Treasurer					
254-15-152-000	Business Improvement Area	\$ 115,537	\$ 111,500	\$ 111,500	\$ 111,500
Community Development					
267-18-182-500	HUD Grant	699,610	728,001	728,001	743,838
269-18-183-000	HOME Program	220,380	284,792	264,792	297,605
Library					
260-21-212-000	Public Library Grant	35,508	35,508	35,508	35,448
268-21-950-921	Subventions & Grants-Library	4,993	0	0	0
Parks					
268-22-950-922	Subventions & Grants-Parks	51,703	0	371,326	0
Community Services					
230-23-243-000	Air Quality Improvement Fund	21,541	64,887	64,887	64,926
268-23-950-923	Subventions & Grants-Comm Svcs	132,978	0	0	0
270-23-241-607	Proposition A - Administration	328,406	231,389	184,678	252,188
270-23-241-608	Dial-A-Ride	1,106,780	1,170,985	1,120,985	1,168,919
270-23-241-609	Fixed Route	99,697	137,617	137,617	137,418
270-23-241-625	Historic Whittier Depot	71,448	95,513	78,529	95,513
	Total Proposition A Fund	<u>1,606,331</u>	<u>1,635,504</u>	<u>1,521,809</u>	<u>1,654,038</u>
275-23-241-608	Proposition A Incentive	270,943	293,936	293,936	293,936
280-23-241-609	Proposition C - Fixed Route	15,732	21,949	21,949	21,949
280-23-241-611	Proposition C - Administration	214,846	216,482	607,637	314,249
280-23-241-613	Proposition C - Access Program	34,288	41,877	41,877	42,635
280-23-241-614	Proposition C - Improvements	12,349	0	0	0
280-23-241-617	Prop C - Dail-A-Ride	0	97,500	97,500	97,500
280-23-241-620	Prop C Greenway Management	785,966	696,301	717,787	771,343
280-23-241-627	Prop C - Recreation Transit	54,720	60,441	60,441	60,441
280-23-241-628	Proposition C - COG Assessment	20,000	20,000	20,000	20,000
280-23-241-630	Proposition C - Taxi Voucher	68,964	90,000	90,000	90,000
280-23-242-000	Prop C - La Habra Heights DAR	41,805	51,700	51,700	51,782
	Total Proposition C Fund	<u>1,248,670</u>	<u>1,296,250</u>	<u>1,708,891</u>	<u>1,469,899</u>
285-22-241-650	Measure R	593,033	769,378	773,919	1,208,038
Public Works					
240-30-332-000	Street Lighting District 1-91	1,380	1,069	1,069	1,069
261-30-331-000	Gas Tax A	650,000	650,000	650,000	650,000
262-30-321-000	Proposition 1B	47,282	0	0	0
263-30-331-000	Traffic Congestion Relief	1,273,775	935,544	935,894	954,255
264-30-332-000	Traffic Safety	350,000	350,000	350,000	350,000
265-30-331-000	Gas Tax B	1,338,056	732,965	850,272	740,952
266-30-331-000	Gas Tax 2105	420,000	420,000	420,000	500,000
268-30-950-930	Subventions & Grants	185,037	90,697	90,697	101,564
291-30-333-000	Uptown Parking District No. 1	90,013	70,661	70,661	70,858
292-30-333-000	Uptown Parking District No. 2	88,087	104,098	104,098	105,135
294-30-333-000	Uptown Village Maint. District	51,873	53,491	53,491	53,587
Police					
210-40-451-708	State COPS/Traffic Offender	218,933	308,024	308,024	296,165
268-40-950-940	Subventions & Grants	222,486	0	0	0
250-40-471-000	Asset Seizure/Forfeiture	312,308	305,083	571,602	292,252
Total - Special Revenue Funds		<u>\$ 10,250,457</u>	<u>\$ 9,241,388</u>	<u>\$ 10,280,377</u>	<u>\$ 9,995,065</u>

**City of Whittier
Expenditures and Transfers-Out**

		Actual 2014-15	Budget 2015-16	Projected 2015-16	Adopted Budget 2016-17
Fiduciary Funds					
City Controller					
586-25-999-205	Comm. Facilities District 89-1	\$ 415,934	\$ 417,173	\$ 417,583	\$ 413,570
Total - Fiduciary Funds		\$ 415,934	\$ 417,173	\$ 417,583	\$ 413,570
Capital Projects					
635-00-000-000	Capital Outlay	\$ 1,299,035	\$ 378,900	\$ 378,900	\$ 382,400
637-00-000-000	Capital Outlay New Police Bldg.	2,545	0	0	0
638-18-184-210	Non-Housing Capital Projects	0	0	271,133	13,875,655
Total - Capital Projects Funds		\$ 1,301,580	\$ 378,900	\$ 650,033	\$ 14,258,055
Internal Service Funds					
City Clerk/Treasurer					
715-15-151-000	Information Technology	\$ 1,082,016	\$ 1,095,344	\$ 1,095,344	\$ 1,451,712
City Controller					
720-25-261-000	Workers' Compensation	1,787,279	2,241,478	2,241,478	2,246,859
730-25-262-000	General Liability	1,475,212	1,931,204	1,931,204	1,938,242
770-00-000-000	Equipment Replacement	120,219	198,200	275,822	198,200
780-25-173-000	Group Health Insurance	5,185,263	6,123,500	6,123,500	6,058,836
Public Works					
740-30-361-000	Mobile Equipment	2,402,916	2,720,332	2,725,312	2,676,497
750-30-361-000	Mobile Replacement	1,247,511	1,111,000	1,468,247	1,073,000
Total - Internal Service Funds		\$ 13,300,416	\$ 15,421,058	\$ 15,860,907	\$ 15,643,346
TOTAL - CITY OF WHITTIER		\$ 82,011,278	\$ 82,351,403	\$ 84,940,013	\$ 100,150,785
WHITTIER PUBLIC FINANCING AUTHORITY					
City Controller					
390-25-999-207	Public Financing Authority	\$ 588,305	\$ 589,040	\$ 4,868,424	\$ 0
TOTAL - PUBLIC FINANCING AUTHORITY		\$ 588,305	\$ 589,040	\$ 4,868,424	\$ 0
WHITTIER UTILITY AUTHORITY					
Public Works					
410-30-342-000	Sewer Maintenance	\$ 1,542,603	\$ 6,203,569	\$ 6,203,569	\$ 6,626,094
420-30-341-84x	Water Fund	14,560,609	15,899,236	15,793,286	15,068,720
450-30-341-000	Water Facilities Replacement	1,945,892	1,945,892	0	3,380,107
470-30-341-84x	Water Bond	8,198,037	1,350,212	2,752,312	1,353,512
Total Water Funds		24,704,538	19,195,340	18,545,598	19,802,339
430-30-352-851	Solid Waste Collection	5,165,714	5,990,287	5,990,287	1,656,931
430-30-352-852	Solid Waste Reduction	709,301	669,237	669,237	0
430-30-352-853	Solid Waste Street Sweeping	412,496	453,924	453,924	0
Total Solid Waste Collection		6,287,511	7,113,448	7,113,448	1,656,931
440-30-353-000	Solid Waste Disposal	3,122,400	4,294,368	4,628,368	5,503,566
480-30-351-861	Solid Waste Bond	447,993	0	0	0
Total Solid Waste Disposal		3,570,393	4,294,368	4,628,368	5,503,566
TOTAL - WHITTIER UTILITY AUTHORITY		\$ 36,105,045	\$ 36,806,725	\$ 36,490,983	\$ 33,588,930
WHITTIER HOUSING AUTHORITY		\$ 147,787	\$ 200,000	\$ 150,000	\$ 200,000
TOTAL BUDGET & TRANSFERS-OUT		\$ 118,852,415	\$ 119,947,168	\$ 126,449,420	\$ 133,939,715

Gann Appropriations Limit

Article XIII B of the California Constitution, commonly referred to as the Gann Initiative or Gann Appropriations Limit, was adopted by California voters in 1980 and established a procedure to limit the amount of proceeds of taxes that State and local government agencies can receive and appropriate each year.

The appropriations limit varies for each agency and changes every year based on the adjustment factors selected for its calculation. The limit is determined through a calculation based on the amount of tax proceeds authorized for expenditure in the base year (1978-79), an inflationary factor, and the change in City population. The City of Whittier established its initial appropriations limit at \$9,526,819. In subsequent years, the calculation is compounded annually, i.e., it is based on the amount of the appropriations limit established in the preceding year.

State law provides for adjustment to the appropriations limit based on specific factors. These adjustment factors are the change in the March-to-March U.S. All-Urban Consumer Price Index or the 4th quarter California personal income, whichever is less; and the change in City population. With the passage of Proposition 111 - The Traffic Congestion Relief and Spending Limitation Act of 1990, the Gann calculation was expanded to allow Cities to choose between the greater of the increase in California Per Capita Income or non-residential assessed valuation due to new construction within the City, and the greater of the increase in City, or County population growth. Additionally, the revised guidelines made a change in the base year used in the calculation, from 1978-79 to 1986-87, and further required that previously established limits be adjusted to reflect the new base year beginning with fiscal year 1987-88.

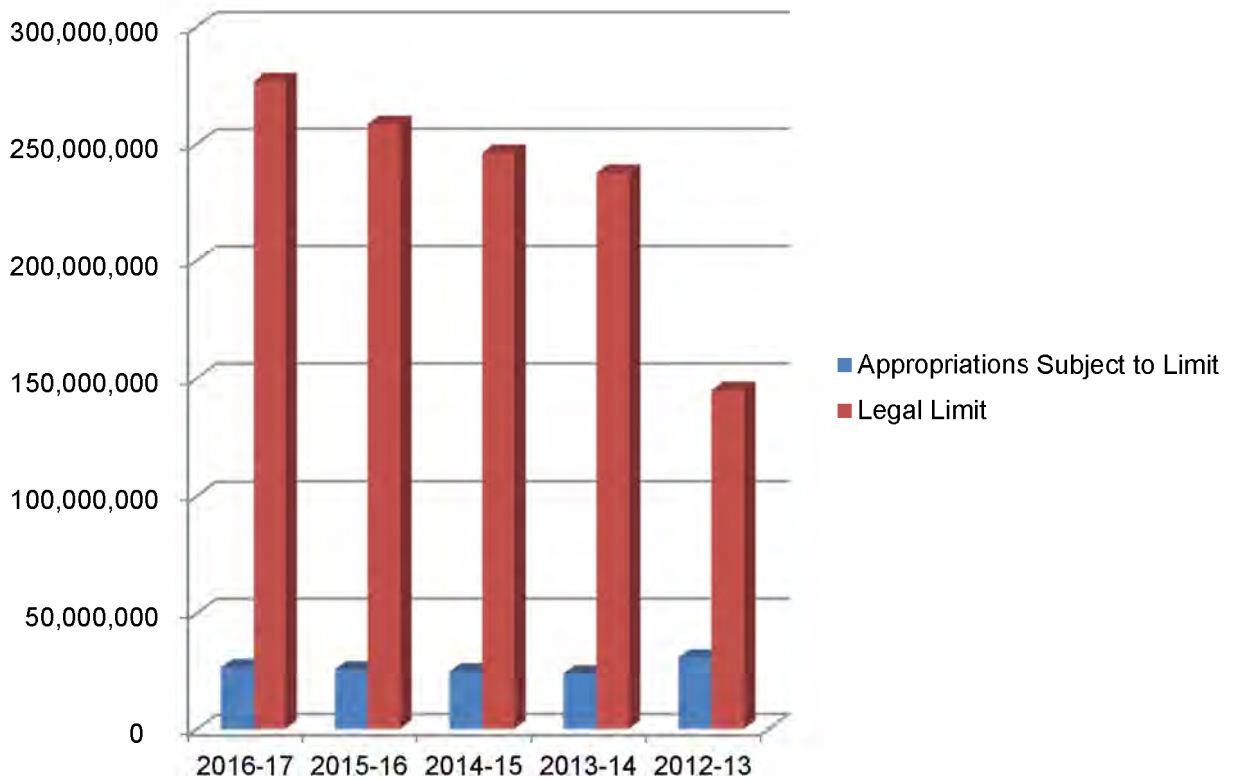
As per Section 9710 of the State Government Code, added in 1980 by the State Legislature, a governing body must adopt, by resolution, an appropriations limit for the upcoming year. The amounts below have been adopted by the City Council of the City of Whittier in the form of Resolution No. 8386.

As can be seen below, the City is substantially under its appropriations limit. Currently, the City is only at 8.830% of its limitation and therefore will not be impacted by the appropriations limit.

Gann Limit

	FY 2016-17 Adopted	FY 2015-16 Adopted	FY 2014-15 Adopted	FY 2013-14 Adopted	FY 2012-13 Adopted
Appropriations Limit	\$ 304,024,919	\$ 284,162,192	\$ 270,894,944	\$ 261,589,280	\$ 175,944,968
Proceeds of Taxes	27,356,562	26,354,940	25,408,374	24,529,349	31,404,222
Appropriations Subject to Limit	26,843,956	25,858,583	24,915,998	24,036,973	30,939,094
Amount under Appropriations Limit	276,668,357	258,303,609	246,068,946	237,552,307	145,005,874

City of Whittier Annual Gann Limit



City of Whittier

Departmental Budgets



People, Pride, Progress

*Adopted Budget for
Fiscal Year 2016-17*

⋮
City of Whittier

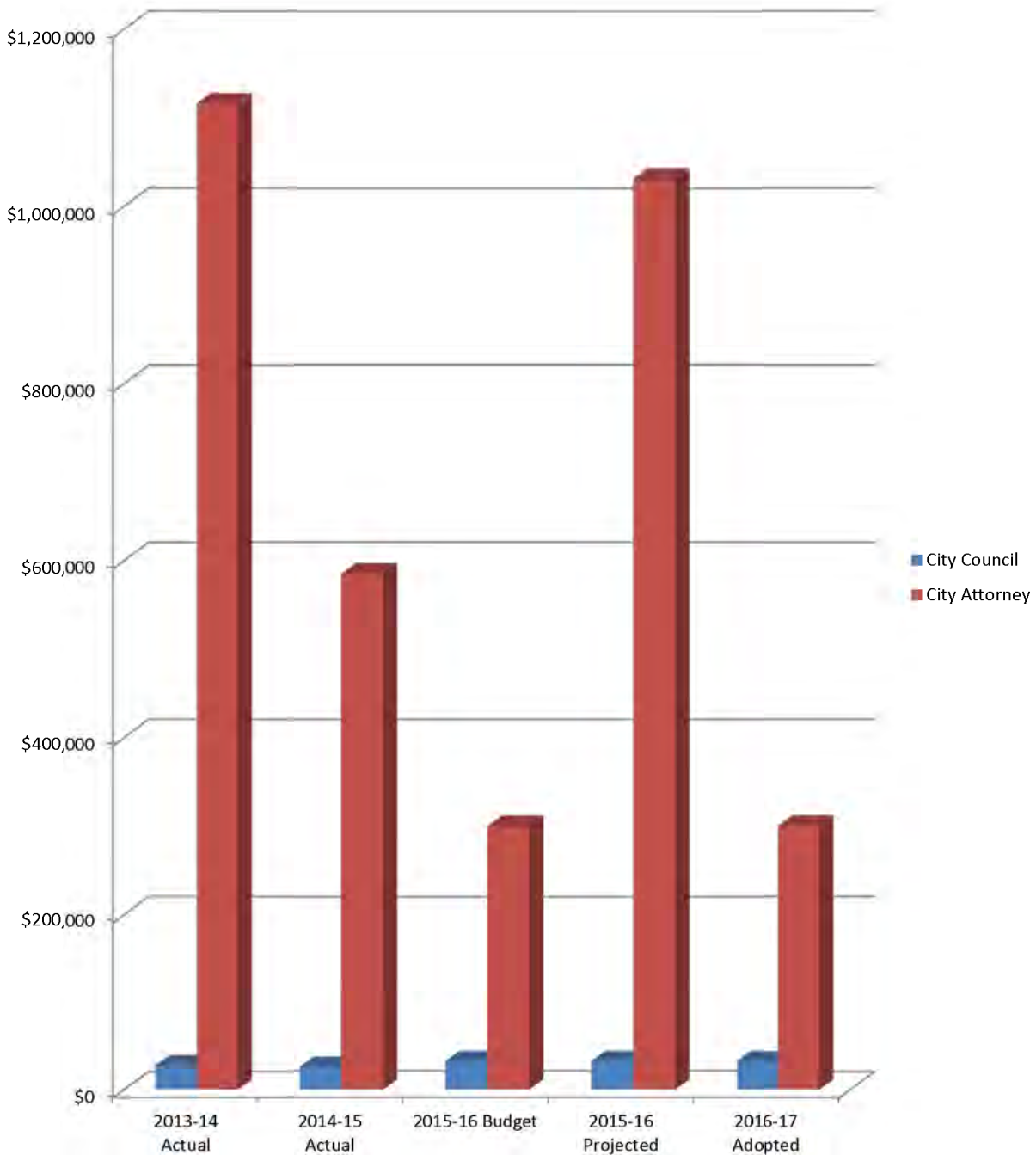
City Council

- *City Council*
- *City Attorney*

City of Whittier

City Council and Attorney

Division/Cost Center	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
City Council	\$ 28,388	\$ 26,130	\$ 32,967	\$ 32,967	\$ 32,963
City Attorney	1,116,605	585,182	300,349	1,032,151	300,324



City of Whittier

City Council

OVERVIEW

The City Council serves as the City's primary policy-making and legislative body of the City. In this capacity, the City Council sets goals, policies, and directives that are implemented by the City Manager through staff. The City Council meets regularly in formal meetings and study sessions to monitor initiatives and review proposed actions that will result in implementation of the Council's objectives.

In addition, the Council adopts the City's annual operating budget and capital improvement program and establishes enterprise service rates. The City Council holds public hearings to solicit advice, suggestions, petitions, and complaints from the public and authorizes calls for bids, contracts, purchases, and sales of City property. Other activities performed by the City Council include appointing individuals to serve on City commissions and committees and acting as an appeals board concerning the decisions and actions of subordinate officers and organizations. Members of the City Council also serve as directors of the board for the Whittier Redevelopment Successor Agency, Whittier Utility Authority, Whittier Public Financing Authority and the Whittier Housing Authority. Council Members serve on two-member subcommittees to provide interim oversight for long range projects.



KEY GOALS

- Provide a healthy, safe and efficient community, maintained physically to the highest degree and enhanced by well-planned patterns of growth and development
- Ensure a diversified community, providing a balance of economic, social, political, cultural, and recreational opportunities for all residents of Whittier
- Promote an atmosphere conducive to community spirit, encouraging citizens and groups to actively participate in the affairs and progress of the community
- Ensure a visually pleasing community that reflects the City's uniqueness and character, while preserving and enhancing its historical and aesthetic qualities

PERFORMANCE MEASURES

- City Council approved a \$59 million operating budget for FY 16-17 for efficient maintenance and operations of municipal government
- City Council held the first election by district in 2016 after voters approved a ballot measure for four Council Member districts and a citywide directly elected Mayor
- The City hosted its second Students in Government Day in cooperation with Whittier Union High School District
- The City was named a top finalist in the National Civic League's All-America City award
- The City implemented energy conservation projects in coordination with The Energy Network

City of Whittier

City Council (100-11-111-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance and Operations	28,388	26,130	32,967	32,967	32,963
Capital Outlay	-	-	-	-	-
Total Expenditures	28,388	26,130	32,967	32,967	32,963
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 28,388	\$ 26,130	\$ 32,967	\$ 32,967	\$ 32,963
Expenditures and Transfers-Out By Funding Source					
General Fund	28,388	26,130	32,967	32,967	32,963
Total Expenditures and Transfers-Out	\$ 28,388	\$ 26,130	\$ 32,967	\$ 32,967	\$ 32,963
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	-	-	-
Total Employee Services	-	-	-	-	-
Dues, Memberships, License and Publications	-	-	200	200	200
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	50	32	32	32	28
Professional Services	-	-	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	100	200	150	150	150
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	760	410	725	725	725
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	27,478	25,488	31,860	31,860	31,860
Total Maintenance and Operations	28,388	26,130	32,967	32,967	32,963
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	28,388	26,130	32,967	32,967	32,963
Non-Operating Expenditures and Transfers-Out					
Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 28,388	\$ 26,130	\$ 32,967	\$ 32,967	\$ 32,963
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	0.0	0.0	0.0	0.0	0.0

City of Whittier

City Attorney

OVERVIEW

The City Attorney represents the City Council and City officials in all matters of law pertaining to their offices and represents and appears on behalf of the City and its officers in all civil actions and proceedings. The City Attorney attends all regular City Council and Planning Commission meetings; prepares or reviews all legal documents such as contracts, deeds, ordinances, and resolutions; performs legal research; and prepares opinions. The City Attorney also assists with complex records review under the Public Records Act.

The City Attorney is appointed by the City Council on a contractual basis. The City Attorney is Richard D. Jones from the law firm of Jones and Mayer.

KEY GOALS

- Provide effective legal services to City officials, departments, agencies, boards and commissions
- Effectively represent the City in general liability cases

PERFORMANCE MEASURES

During the past fiscal year, the following significant projects were completed:

- Three receivership cases closed, restoring properties to functional levels and improving two neighborhoods by removing blighted conditions
- Four litigated claims settled



City of Whittier

City Attorney (100-11-112-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance and Operations	1,116,605	585,182	300,349	1,032,151	300,324
Capital Outlay	-	-	-	-	-
Total Expenditures	1,116,605	585,182	300,349	1,032,151	300,324
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 1,116,605</u>	<u>\$ 585,182</u>	<u>\$ 300,349</u>	<u>\$ 1,032,151</u>	<u>\$ 300,324</u>
Expenditures and Transfers-Out By Funding Source					
General Fund	1,116,605	585,182	300,349	1,032,151	300,324
Total Expenditures and Transfers-Out	<u>\$ 1,116,605</u>	<u>\$ 585,182</u>	<u>\$ 300,349</u>	<u>\$ 1,032,151</u>	<u>\$ 300,324</u>
<u>Detail</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	-	-	-
Total Employee Services	-	-	-	-	-
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	444	278	278	278	253
Professional Services	1,116,161	584,904	298,571	1,030,373	298,571
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	-	-	-	-	-
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	1,500	-	-
Total Maintenance and Operations	1,116,605	585,182	300,349	1,032,151	300,324
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>1,116,605</u>	<u>585,182</u>	<u>300,349</u>	<u>1,032,151</u>	<u>300,324</u>
Non-Operating Expenditures and Transfers-Out					
Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 1,116,605</u>	<u>\$ 585,182</u>	<u>\$ 300,349</u>	<u>\$ 1,032,151</u>	<u>\$ 300,324</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>



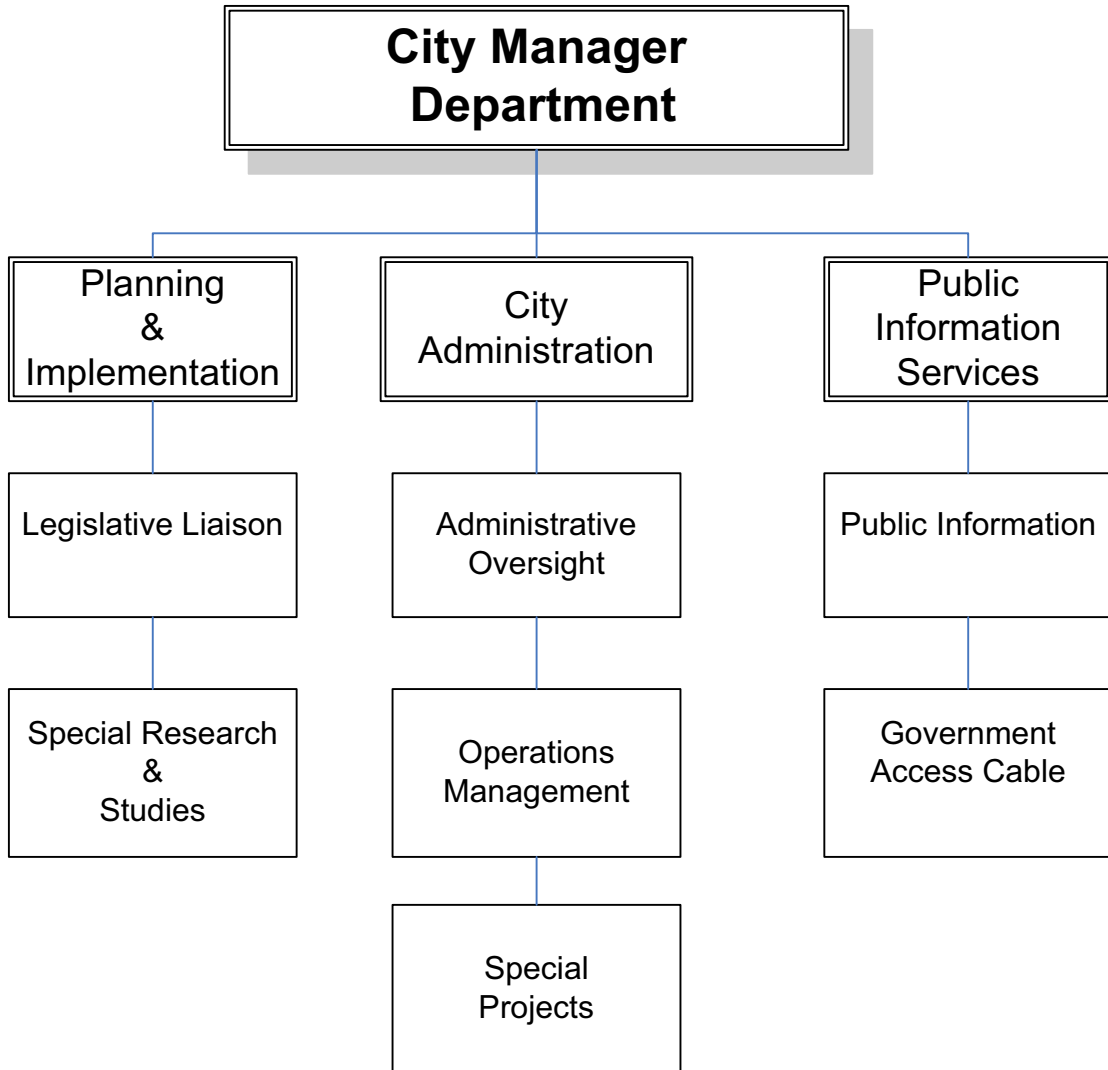
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City of Whittier

City Manager

- *Administration*
- *Public Information Services*
- *Non-Departmental*
- *Chamber of Commerce*
- *Employee Special Events*
- *Capital Outlay – General*

City Manager

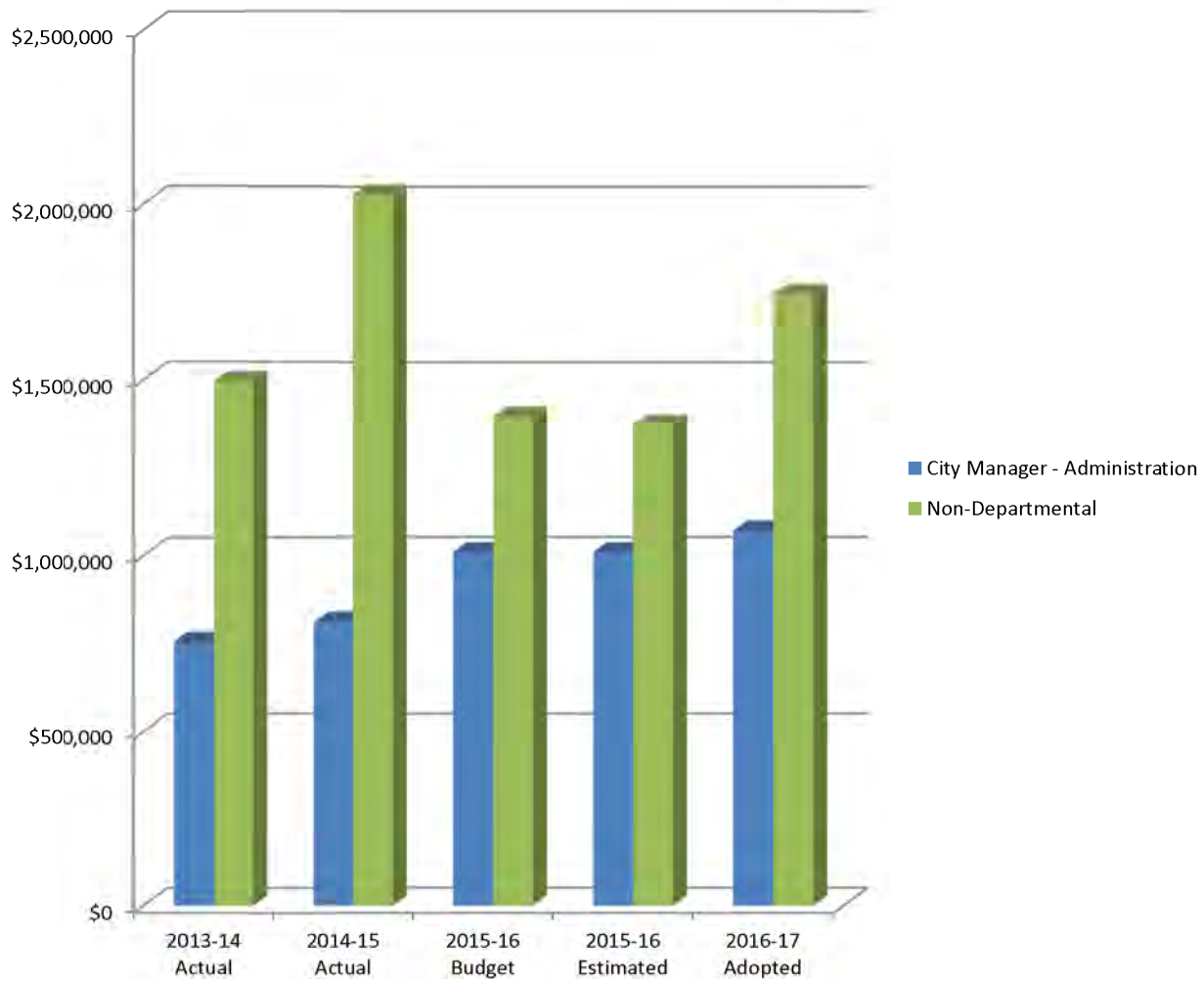
Organization Chart



City of Whittier

City Manager Department

Division/Cost Center	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Estimated	2016-17 Adopted
City Manager - Administration	\$ 754,986	\$ 810,836	\$ 1,007,594	\$ 1,007,594	\$ 1,069,082
Non-Departmental	1,495,796	2,028,355	1,395,160	1,373,160	1,744,909



City of Whittier

City Manager - Administration

OVERVIEW

The City Manager is appointed by the City Council to be the administrative head of the municipal government operations. The City Manager provides for the overall planning and control of City programs, in accordance with City Council policies, the Municipal Code and provisions of the City Charter.

The City Manager implements the policies and directives of the City Council and supervises and coordinates the activities of City departments. These responsibilities include identification of problems and key areas of concern; formulating appropriate responses or actions; making policy recommendations to the City Council; and encouraging responsible public participation in the governmental process. In addition, the City Manager is responsible for the provision of administrative services to the City Council; and representing the City in legislative actions, public information and labor negotiations. The City Manager administratively leads City staff and in that capacity performs the function of supervision to ensure the implementation of programs approved by the City Council. The City Manager is responsible for directing the day-to-day operation of the City, as well as performing duties and responsibilities in the areas of public relations, legislative administration and fiscal matters. The City Manager cooperates with other government entities in the pursuit of common goals.

KEY GOALS

- Promote the efficient administration of all City departments
- Formulate and submit recommended actions concerning policy issues to City Council
- Improve service delivery to residents in a cost-effective manner
- Ensure that the City's interests are effectively represented in decisions made by other governmental agencies



City of Whittier

City Manager - Administration

PERFORMANCE MEASURES

During the past fiscal year, the following significant actions were taken:

- Implemented broad strategic planning process to address negative economic impacts
- Recommended policy actions to City Council on pending legislation and City operations
- Led service delivery improvements such as implementing voter approved election districts with the City's first district election in April, successfully negotiated a one-year contract with two trash haulers and secured grants for the Greenway Trail East extension, continued efforts with Pico Rivera, Santa Fe Springs and Commerce in support of the Washington Boulevard light rail route into Whittier.
- Directed several significant capital projects including comprehensive sidewalk repairs in several neighborhoods, medians on Beverly Boulevard, converting streetlights to LED efficient lights and energy conservation improvements at City facilities.

City of Whittier

City Manager - Administration (100-12-121-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 723,476	\$ 784,842	\$ 977,555	\$ 977,555	\$ 985,920
Maintenance and Operations	31,510	25,994	30,039	30,039	83,162
Capital Outlay	-	-	-	-	-
Total Expenditures	754,986	810,836	1,007,594	1,007,594	1,069,082
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 754,986	\$ 810,836	\$ 1,007,594	\$ 1,007,594	\$ 1,069,082
Expenditures and Transfers-Out By Funding Source					
General Fund	754,986	810,836	1,007,594	1,007,594	1,069,082
Total Expenditures and Transfers-Out	\$ 754,986	\$ 810,836	\$ 1,007,594	\$ 1,007,594	\$ 1,069,082
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 555,072	\$ 609,158	\$ 739,676	\$ 739,676	\$ 775,630
Employee Benefits	168,404	175,684	237,879	237,879	210,290
Total Employee Services	723,476	784,842	977,555	977,555	985,920
Dues, Memberships, License and Publications	1,059	1,051	1,164	1,164	1,164
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	5,003	1,395	4,604	4,604	7,427
Professional Services	5,785	780	-	-	50,000
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	350	350	350
Repairs and Maintenance	-	385	700	700	700
Materials and Supplies	3,412	4,503	4,210	4,210	4,210
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	16,251	17,880	19,011	19,011	19,311
Total Maintenance and Operations	31,510	25,994	30,039	30,039	83,162
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	754,986	810,836	1,007,594	1,007,594	1,069,082
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 754,986	\$ 810,836	\$ 1,007,594	\$ 1,007,594	\$ 1,069,082
Full Time Positions	4.0	4.0	5.0	5.0	5.0
Part Time Positions (Full Time Equivalent)	0.6	0.6	0.6	0.6	0.6
Total	4.6	4.6	5.6	5.6	5.6

City of Whittier

Public Information Services

OVERVIEW

The Public Information Services Division is responsible for cable television community programming on government access Channel 3 and for oversight for local implementation of state franchise agreements with Charter Communications and Frontier for cable television and video programming service.

The division produces videos for City TV 3 and for internal City use. It provides staff, equipment and supplies for televising City Council and Planning Commission meetings, as well as televising community events such as political forums and special City events, and hosting a community message board for nonprofit organizations. In addition, City TV 3 broadcasts *City Connection*, a weekly video announcement of City events, roadwork, activities, and meetings.

The division also monitors video programming customer service standards in the state franchise agreements with Charter Communications and Frontier, responds to complaints and concerns from the public on video programming matters, and performs other administrative duties.

KEY GOALS

- Provide consumer protection through the successful local implementation of state video service franchise agreements and alert the public about local emergency response with information on City TV 3
- Provide the community with adequate information concerning City services and educational programs through a regular schedule of municipal access cable television and video service programming, a community message board and other low or no cost programming produced for municipal broadcast
- Provide the community with quality information/educational programming from other government agencies in addition to regular City meetings and special event television programming

PERFORMANCE MEASURES

During the past fiscal year, the following significant projects were completed:

- 22 City Council meetings and 22 Planning Commission meetings aired live
- League of Women Voters Candidate Forum and Ballot Measures aired live
- 55 City Connection episodes produced and aired
- Election promotional videos (English and Spanish) and LIVE Election night coverage
- State of the City and time lapse video of relocation of Guilford Hall House
- Mayor's Welcome Message on website and Oral History with former Mayor Monte Wicker
- Retirement celebration for LA County Supervisor Don Knabe
- Emergency Water Pumping Plant and 2015 Spooktacular 5K documentaries
- Students in Government Day Council meeting and Dancing with the Whittier Stars performance videos
- 2nd place, SCAN NATOA Star Awards – Best City Council Coverage in California & Nevada



City of Whittier

Public Information Services (100-12-122-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 60,757	\$ 63,937	\$ 60,954	\$ 60,954	\$ 60,954
Maintenance and Operations	6,900	9,266	17,367	17,367	17,378
Capital Outlay	-	-	10,000	10,000	242,000
Total Expenditures	67,657	73,203	88,321	88,321	320,332
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 67,657	\$ 73,203	\$ 88,321	\$ 88,321	\$ 320,332
Expenditures and Transfers-Out By Funding Source					
General Fund	67,657	73,203	88,321	88,321	320,332
Total Expenditures and Transfers-Out	\$ 67,657	\$ 73,203	\$ 88,321	\$ 88,321	\$ 320,332
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 43,632	\$ 46,702	\$ 40,866	\$ 40,866	\$ 40,866
Employee Benefits	17,125	17,235	20,088	20,088	20,088
Total Employee Services	60,757	63,937	60,954	60,954	60,954
Dues, Memberships, License and Publications	30	909	865	865	865
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	113	70	70	70	81
Professional Services	2,823	479	7,622	7,622	7,622
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	400	400	400
Repairs and Maintenance	2,636	5,592	6,100	6,100	6,100
Materials and Supplies	1,298	2,216	2,110	2,110	2,110
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	200	200	200
Total Maintenance and Operations	6,900	9,266	17,367	17,367	17,378
Capital Outlay	-	-	10,000	10,000	242,000
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	67,657	73,203	88,321	88,321	320,332
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 67,657	\$ 73,203	\$ 88,321	\$ 88,321	\$ 320,332
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	1.1	1.1	1.1	1.1	1.1
Total	1.1	1.1	1.1	1.1	1.1

City of Whittier

Non-Departmental

OVERVIEW

The City Manager's Non-Departmental cost center includes expenditures that cannot be attributed to an individual department. Because such expenditures are not related to individual departments, they are placed in a special account under the City Manager's administration. The expenditures charged to this cost center are funded with general funds.

The primary expenditures from the Non-Departmental cost center are General Fund contributions to Library; Parks, Recreation and Community Services; Capital Outlay General; and Equipment Replacement. Also included in Non-Departmental are appropriations for travel expense for activities and meetings beneficial to the City government as a whole, convention expense for all cost centers funded with general funds, educational reimbursement for employees, and citywide memberships.

KEY GOALS

- Provide the City Manager with adequate administrative control over expenditures that benefit the City government as a whole
- Facilitate efficient and effective operations by providing the City with access to managerial information concerning local government



City of Whittier

Non-Departmental (100-12-999-201)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 282,658	\$ 245,429	\$ 175,920	\$ 175,920	\$ 244,669
Maintenance and Operations	784,182	851,630	960,084	960,084	938,084
Capital Outlay	-	-	22,000	-	-
Total Expenditures	<u>1,066,840</u>	<u>1,097,059</u>	<u>1,158,004</u>	<u>1,136,004</u>	<u>1,182,753</u>
Transfers-Out	428,956	931,296	237,156	237,156	562,156
Total Expenditures and Transfers-Out	<u>\$ 1,495,796</u>	<u>\$ 2,028,355</u>	<u>\$ 1,395,160</u>	<u>\$ 1,373,160</u>	<u>\$ 1,744,909</u>
Expenditures and Transfers-Out By Funding Source					
General Fund	1,495,796	2,028,355	1,395,160	1,373,160	1,744,909
Total Expenditures and Transfers-Out	<u>\$ 1,495,796</u>	<u>\$ 2,028,355</u>	<u>\$ 1,395,160</u>	<u>\$ 1,373,160</u>	<u>\$ 1,744,909</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	282,658	245,429	175,920	175,920	244,669
Total Employee Services	<u>282,658</u>	<u>245,429</u>	<u>175,920</u>	<u>175,920</u>	<u>244,669</u>
Dues, Memberships, License and Publications	27,724	25,728	29,430	29,430	29,430
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	43,246	33,032	61,350	61,350	61,350
Utilities	-	-	-	-	-
Miscellaneous Services	2,376	35	6,870	2,800	2,800
Repairs and Maintenance	642,065	733,248	733,248	733,248	733,248
Materials and Supplies	5,078	8,604	15,200	15,200	15,200
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	63,693	50,983	113,986	118,056	96,056
Total Maintenance and Operations	<u>784,182</u>	<u>851,630</u>	<u>960,084</u>	<u>960,084</u>	<u>938,084</u>
Capital Outlay	-	-	-	-	-
Transfers-Out	<u>377,508</u>	<u>232,708</u>	<u>185,708</u>	<u>185,708</u>	<u>210,708</u>
Total Operating Expenditures/Transfers	<u>1,444,348</u>	<u>1,329,767</u>	<u>1,321,712</u>	<u>1,321,712</u>	<u>1,393,461</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	22,000	-	-
Transfers-Out	<u>51,448</u>	<u>698,588</u>	<u>51,448</u>	<u>51,448</u>	<u>351,448</u>
Total Non-Operating Expenditures/Transfers	<u>51,448</u>	<u>698,588</u>	<u>73,448</u>	<u>51,448</u>	<u>351,448</u>
Total Expenditures and Transfers-Out	<u>\$ 1,495,796</u>	<u>\$ 2,028,355</u>	<u>\$ 1,395,160</u>	<u>\$ 1,373,160</u>	<u>\$ 1,744,909</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>



City of Whittier

Chamber of Commerce

OVERVIEW

The City of Whittier and the Whittier Area Chamber of Commerce work in partnership to promote the City's business climate. The City annually contributes toward the cost of Chamber operations since the Chamber has the specialized knowledge, experience, facilities and personnel to effectively carry out a comprehensive program of advertising, publicity and promotional programs for the City.

Chamber services which benefit the City include providing information, data and statistics to the public or organizations making inquiries concerning growth and development of the City; assisting in representing the interests of the City in regional, state and national affairs; providing publicity for the community through local and metropolitan newspapers, radio, television, digital technology, and public appearances; and promoting locations within City limits for new commercial and industrial developments.

KEY GOALS

- Attract and retain business
- Promote positive relations between the City and the private sector
- Market the City's business and development climate

PERFORMANCE MEASURES

During the past fiscal year, the following significant projects were completed:

- Held more than 30 ribbon cutting ceremonies for businesses new to the City or Chamber
- Provided opportunities for members to network at Wake Up Whittier networking breakfasts, Tasty Tuesday networking lunches and several after business hours networking mixers including one with five other local Chambers
- Participated in the Regional Chamber Alliance to study business legislation with 4 other Chambers
- Hosted 2 expo-style events for business development and to promote shopping locally
- Hosted several annual events such as Silver Shield, Hathaway Golf Tournament and State of the City
- Produced monthly Business Focus newsletter with two full pages of City news
- Produced the annual Business Directory which features current information about the City
- Developed a citywide "Shop Whittier" campaign called "Shop Home for the Holidays" centered around spending money locally during the holiday season
- Celebrated the second year of the successful Best of the Best Awards as a way of promoting all Whittier businesses and creating local pride within the community
- Developed a partnership with SCORE to make free available mentoring services to all Whittier businesses
- Held a City Council Candidates' Forum with all six candidates
- Partnered with Google to "Put Whittier on the Map" with a special seminar
- Added new features to the website including areas to promote available jobs and increase job retention
- Continued to lobby for and support the Washington Blvd. alternative for the Metro Gold Line light rail by attending meetings, writing support letters and more

City of Whittier

Chamber of Commerce

- Supported the City's efforts to obtain grants for specific projects (i.e. extension of the Greenway Trail, Open Streets)
- Lobbied the L.A. County Board of Supervisors against the minimum wage increase
- Been the voice of business for over 6,000 employees and 630 businesses in the Whittier area.



City of Whittier

Chamber of Commerce (100-12-999-202)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance and Operations	46,400	23,200	53,400	46,400	53,400
Capital Outlay	-	-	-	-	-
Total Expenditures	46,400	23,200	53,400	46,400	53,400
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 46,400	\$ 23,200	\$ 53,400	\$ 46,400	\$ 53,400
Expenditures and Transfers-Out By Funding Source					
General Fund	46,400	23,200	53,400	46,400	53,400
Total Expenditures and Transfers-Out	\$ 46,400	\$ 23,200	\$ 53,400	\$ 46,400	\$ 53,400
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	-	-	-
Total Employee Services	-	-	-	-	-
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	46,400	23,200	53,400	46,400	53,400
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	-	-	-	-	-
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	46,400	23,200	53,400	46,400	53,400
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	46,400	23,200	53,400	46,400	53,400
Non-Operating Expenditures and Transfers-Out					
Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 46,400	\$ 23,200	\$ 53,400	\$ 46,400	\$ 53,400
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	0.0	0.0	0.0	0.0	0.0

City of Whittier

Employee Special Events

OVERVIEW

Each year, the City sponsors a Holiday Breakfast held during the December holiday season in recognition of the contributions made by all City employees. During the Breakfast, the Mayor and City Council recognize and present service awards to those individuals that have been employed with the City for an extended period of time. This special event provides employees with the opportunity to become better acquainted with new employees, reinforces existing relationships with coworkers, and encourages and develops teamwork through participation in the planning committee for the special event.

KEY GOALS

- Provide an opportunity for City officials to recognize the contribution made by City employees
- Improve morale among City employees by providing a venue for employees from different departments to meet with each other
- Acknowledge employees for their years of service and continued commitment to the City



City of Whittier

Employee Special Events (100-12-999-203)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance and Operations	8,886	7,645	9,000	9,000	9,000
Capital Outlay	-	-	-	-	-
Total Expenditures	<u>8,886</u>	<u>7,645</u>	<u>9,000</u>	<u>9,000</u>	<u>9,000</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 8,886</u>	<u>\$ 7,645</u>	<u>\$ 9,000</u>	<u>\$ 9,000</u>	<u>\$ 9,000</u>
Expenditures and Transfers-Out By Funding Source					
General Fund	8,886	7,645	9,000	9,000	9,000
Total Expenditures and Transfers-Out	<u>\$ 8,886</u>	<u>\$ 7,645</u>	<u>\$ 9,000</u>	<u>\$ 9,000</u>	<u>\$ 9,000</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	-	-	-
Total Employee Services	-	-	-	-	-
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	-	-	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	-	-	-	-	-
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	8,886	7,645	9,000	9,000	9,000
Total Maintenance and Operations	<u>8,886</u>	<u>7,645</u>	<u>9,000</u>	<u>9,000</u>	<u>9,000</u>
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>8,886</u>	<u>7,645</u>	<u>9,000</u>	<u>9,000</u>	<u>9,000</u>
Non-Operating Expenditures and Transfers-Out					
Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 8,886</u>	<u>\$ 7,645</u>	<u>\$ 9,000</u>	<u>\$ 9,000</u>	<u>\$ 9,000</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>

City of Whittier

Capital Outlay - General

OVERVIEW

The Capital Outlay fund was established to provide a comprehensive view of the capital projects undertaken by the City. Summarized in this cost center are capital projects and major equipment purchases that are funded by the General Fund.

Projects are recommended in accordance with the Five-Year Capital Improvement Plan, which schedules public investment in facilities and properties, including streets, storm drains, buildings, and utilities. The Five-Year Plan provides an overview of all capital projects and the proposed schedule for future projects. Projects not completed within the fiscal year may be carried over to the following year. Projects funded in the current fiscal year are noted under "City Manager Adopted Budget". Proposed future funding is also noted; however, the amounts are merely for forecasting purposes and are not approved. Future projects must return for approval during the budget process each year. Project costs are listed under "Total Cost to Complete".

The Five-Year Plan is a model for planning future capital improvements and is a valuable tool for ensuring optimal and timely use of special revenues. The Plan's summary of total funding requirements ensures that no potential funding source is overlooked.

KEY GOALS

- Provide for the maintenance of the City's infrastructure system
- Provide for the addition, replacement and/or refurbishment of City buildings, major facilities and infrastructure
- Provide for the addition or replacement of major City equipment

PERFORMANCE MEASURES

During the past fiscal year, significant projects were accomplished:

- Self-checkout kiosks installed at both libraries
- Replacement of 1,650 street lights with LED energy efficient lights, traffic signals at various locations, and installed at City Hall and Community Center
- Mechanical and HVAC equipment upgraded to energy efficient units for City Hall and Community Center



Example of LED energy efficient street light

City of Whittier

Capital Outlay - General (635)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance and Operations	1,468	15,145	12,000	12,000	12,000
Capital Outlay	604,591	1,202,390	285,400	285,400	288,900
Total Expenditures	<u>606,059</u>	<u>1,217,535</u>	<u>297,400</u>	<u>297,400</u>	<u>300,900</u>
Transfers-Out	81,500	81,500	81,500	81,500	81,500
Total Expenditures and Transfers-Out	<u>\$ 687,559</u>	<u>\$ 1,299,035</u>	<u>\$ 378,900</u>	<u>\$ 378,900</u>	<u>\$ 382,400</u>
Expenditures and Transfers-Out By Funding Source					
General Fund	687,559	1,299,035	378,900	378,900	382,400
Total Expenditures and Transfers-Out	<u>\$ 687,559</u>	<u>\$ 1,299,035</u>	<u>\$ 378,900</u>	<u>\$ 378,900</u>	<u>\$ 382,400</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	-	-	-
Total Employee Services	-	-	-	-	-
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	-	-	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	1,468	15,145	12,000	12,000	12,000
Materials and Supplies	-	-	-	-	-
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	<u>1,468</u>	<u>15,145</u>	<u>12,000</u>	<u>12,000</u>	<u>12,000</u>
Capital Outlay	83,017	18,240	68,500	68,500	68,500
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>84,485</u>	<u>33,385</u>	<u>80,500</u>	<u>80,500</u>	<u>80,500</u>
Non-Operating Expenditures and Transfers-Out					
Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	521,574	1,184,150	216,900	216,900	220,400
Transfers-Out	81,500	81,500	81,500	81,500	81,500
Total Non-Operating Expenditures/Transfers	<u>603,074</u>	<u>1,265,650</u>	<u>298,400</u>	<u>298,400</u>	<u>301,900</u>
Total Expenditures and Transfers-Out	<u>\$ 687,559</u>	<u>\$ 1,299,035</u>	<u>\$ 378,900</u>	<u>\$ 378,900</u>	<u>\$ 382,400</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>



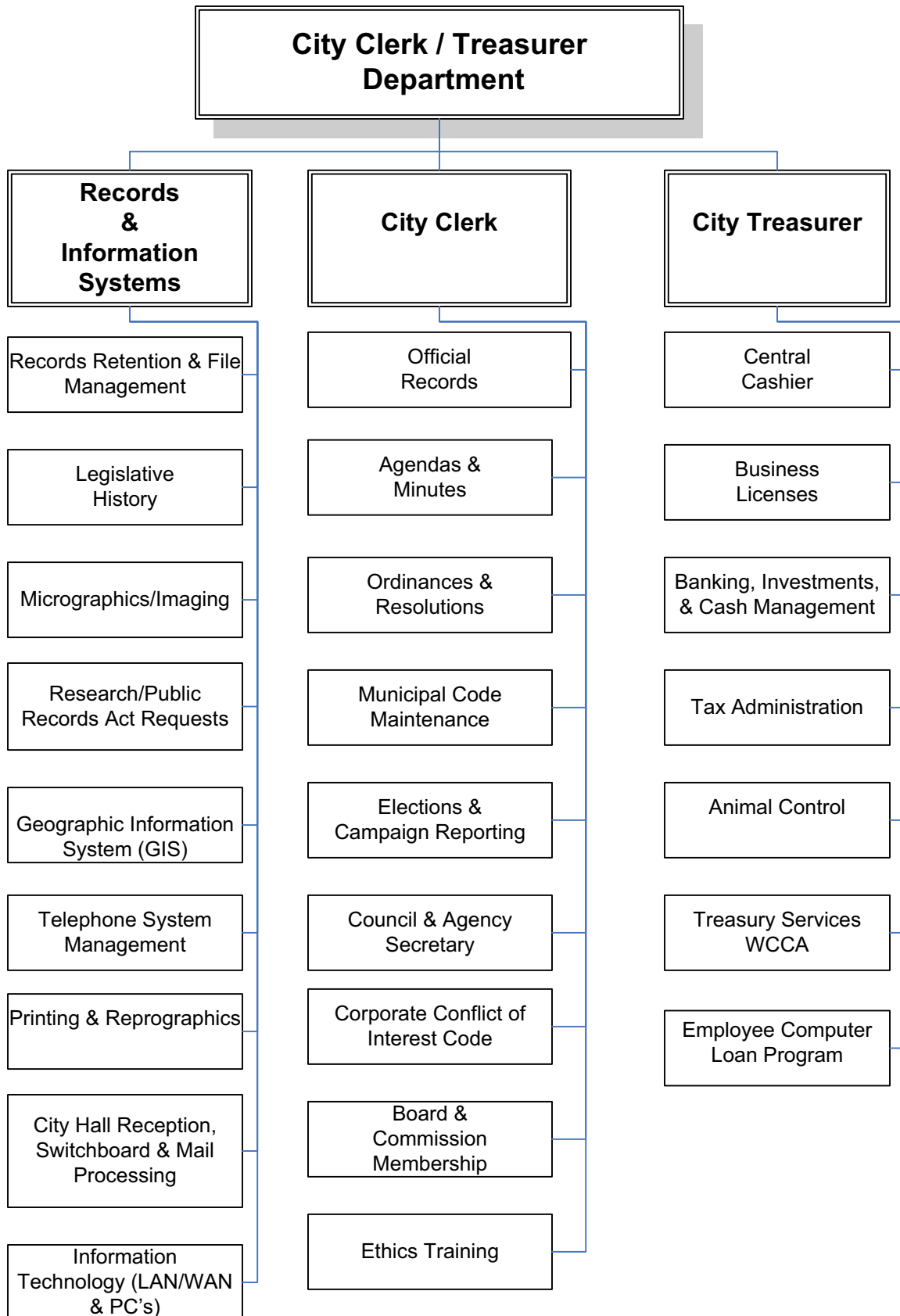
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City of Whittier

City Clerk / Treasurer

- *City Clerk*
- *Elections*
- *City Treasurer*
- *Business License*
- *Business Improvement Area*
- *Information Technology Services*

City Clerk/Treasurer

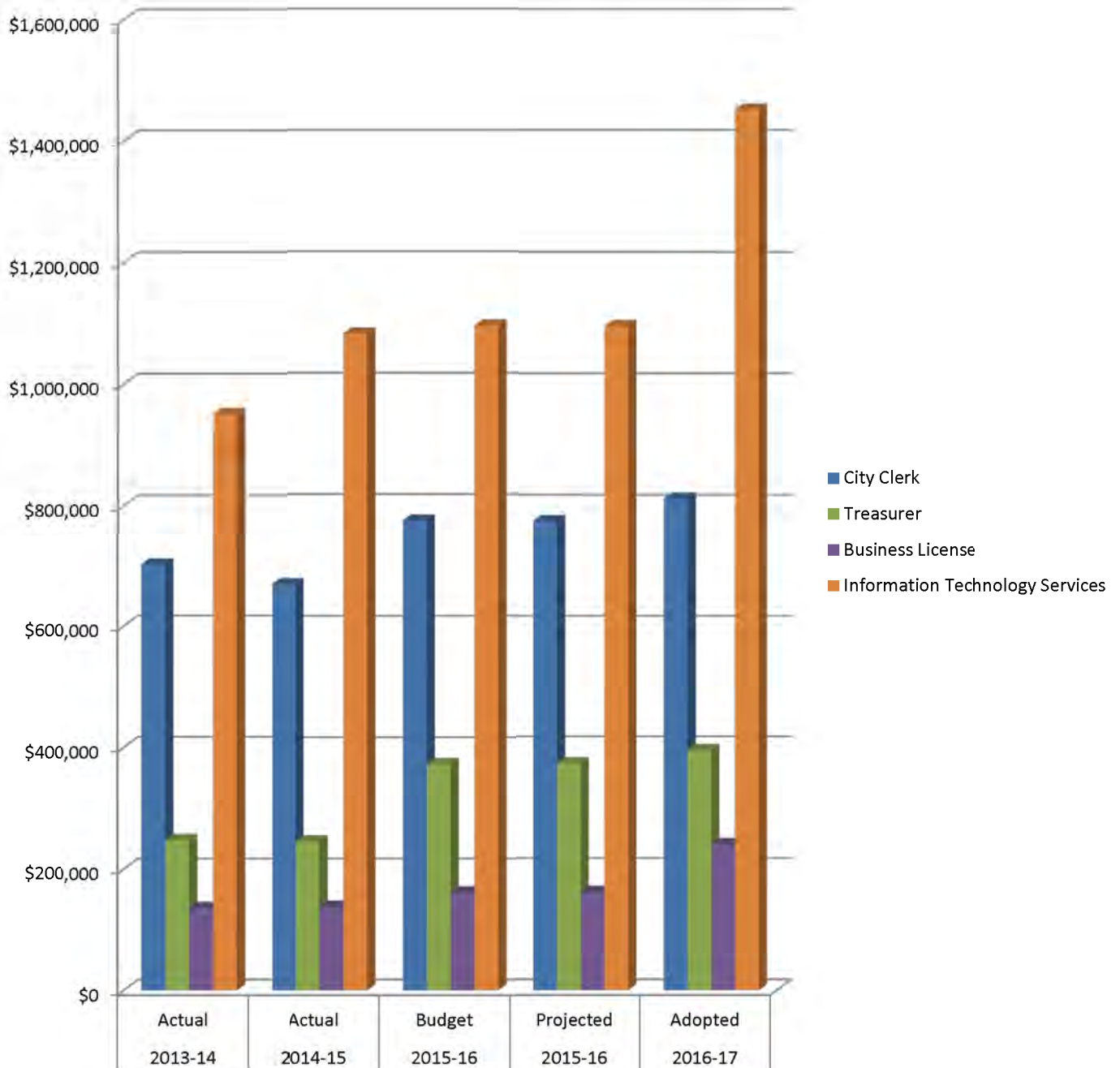
Organization Chart



City of Whittier

City Clerk/Treasurer Department

Division/Cost Center	2013-14	2014-15	2015-16	2015-16	2016-17
	Actual	Actual	Budget	Projected	Adopted
City Clerk	\$ 702,114	\$ 669,771	\$ 774,094	\$ 774,094	\$ 810,810
Treasurer	248,424	246,112	373,448	373,448	395,028
Business License	136,109	138,236	161,915	161,915	240,580
Information Technology Services	950,814	1,082,016	1,095,344	1,095,344	1,451,712



City of Whittier

City Clerk

OVERVIEW

The City Clerk-Treasurer has custody of, and is responsible for, all official City records. The City Clerk-Treasurer's office records all policy and administrative decisions of the City Council, Whittier Redevelopment Successor Agency, Whittier Utility Authority, Whittier Public Financing Authority and Whittier Housing Authority; prepares the written agenda for regular and special meetings of the Council, Successor Agency and Authorities; and records and maintains the official minutes of the proceedings. Since October 2012, agenda reports and supporting material for City Council and Planning Commission meetings are now linked to the agendas posted on the City's website.

As custodian of official records, the City Clerk-Treasurer maintains original executed ordinances and resolutions, contracts and agreements, official bonds and inactive and permanent records in the City-wide Records Center located in City Hall. City Clerk-Treasurer staff developed and manages a micrographic and digital imaging program to preserve and protect the City's history. In FY 2015-16, over 60,000 documents were scanned into the City's document imaging system and made ready for transfer to microfilm for archival preservation. Prior to conversion to microfilm, each digitized document is checked for quality and processed through optical character recognition (OCR) software, giving staff and the public the ability to search for information using plain text. Each roll of microfilm is checked for quality and indexed for future research. Staff provides file and records management assistance to all City departments and assists citizens and staff in researching City, Successor Agency and Authority-related matters. Records Management staff answered over 1,200 information requests, including 294 Public Records Act requests from the public. During FY 2015-16, Records Management staff continued to coordinate the Litigation Hold program with the City Attorney by sending monthly reminders to City staff and consultants that certain documents are required to be secured to ensure they are available for possible litigation.



In addition to records management, this division is responsible for the main reception and mail processing for all departments. This assignment includes answering and directing over 40,000 incoming telephone calls a month, directing 1,500 visitors a month to appropriate departments and daily processing mail received or sent by the City. On average, reception staff sends out over 275,000 pieces of mail each year. The reception desk includes an ADA-approved counter and a TV that plays the City's message board and City Council meetings.

Additionally, it is the responsibility of the City Clerk-Treasurer's office to publish and post legal notices, as required by law, and coordinate the posting of property as needed. This office also administers the formal sealed bid process and handles the noticing, receiving and opening of sealed bids.

The City Clerk-Treasurer is the filing officer for financial reporting by City officials and instructs and assists elected and appointed officials and designated personnel in complying with provisions of the Political Reform Act. Approximately 140 officials and employees submitted annual filings to the City Clerk's office for 2015.



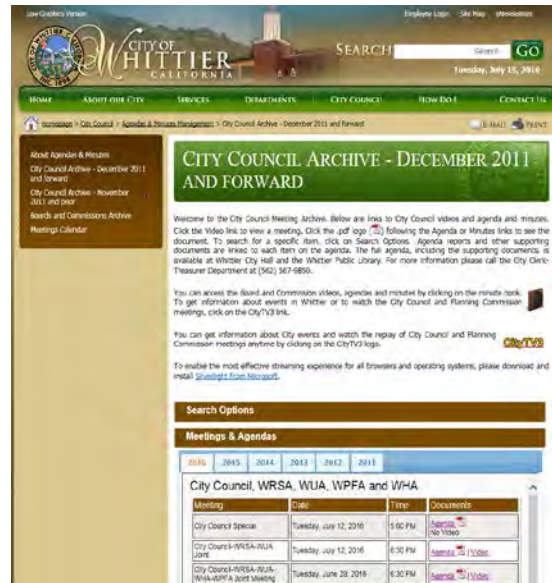
City of Whittier

City Clerk

The City Clerk-Treasurer's office coordinates and assists elected and appointed officials and designated employees with required biennial Ethics Training in compliance with AB1234. Approximately 130 officials and employees have received the training. The City Clerk-Treasurer's office administers the City Council's Board and Commission appointment policy and conducts the annual recognition event sponsored by the City Council.

KEY GOALS

- Provide administrative support to the City Manager's Office and the City Council
- Maintain a computerized legislative history index for City Council, Redevelopment Successor Agency, Utility Authority, Public Financing Authority and Housing Authority minutes, ordinances, resolutions, agreements and recorded documents
- Provide for the safe storage and proper archive of City documents
- Safeguard vital City records through microfilming and imaging
- Assist the City Council, staff and public in obtaining information available from City records
- Provide efficient services or helpful information to anyone who calls or visits City Hall
- Provide proficient mail distribution and processing
- Administer the City Council's Board and Commission Appointment Policy and Recognition Program
- Promote positive community relations through excellence in customer service
- Coordinate biennial Ethics Training for designated employees and advisory board members
- Coordinate annual financial reporting for City Council, designated employees and advisory board members in compliance with the Political Reform Act



PERFORMANCE MEASURES

Measure	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Projected
Number of agenda packets prepared	34	38	34	34
Number of public record requests	1,204	1,215	1,137	1,200
Resolutions prepared:				
City	84	74	83	82
Redevelopment Successor Agency	6	10	4	6
Utility Authority	6	10	9	8
Housing Authority	1	5	1	2
Public Financing Authority	1	2	0	2
Ordinances processed	16	10	20	16

City of Whittier

City Clerk (100-15-151-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 615,020	\$ 581,265	\$ 662,078	\$ 662,078	\$ 666,497
Maintenance and Operations	77,698	83,480	112,016	112,016	141,813
Capital Outlay	9,396	5,026	-	-	2,500
Total Expenditures	702,114	669,771	774,094	774,094	810,810
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 702,114	\$ 669,771	\$ 774,094	\$ 774,094	\$ 810,810
Expenditures and Transfers-Out By Source					
General Fund	702,114	669,771	774,094	774,094	810,810
Total Expenditures and Transfers-Out	\$ 702,114	\$ 669,771	\$ 774,094	\$ 774,094	\$ 810,810
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 458,550	\$ 421,238	\$ 475,371	\$ 475,371	\$ 485,468
Employee Benefits	124,287	160,027	186,707	186,707	181,029
Total Employee Services	582,837	581,265	662,078	662,078	666,497
Dues, Memberships, License and Publications	1,195	1,034	917	917	917
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	3,766	2,548	3,548	3,548	3,345
Professional Services	5,155	6,104	12,600	12,600	12,600
Utilities	-	-	-	-	-
Miscellaneous Services	27,589	12,491	31,850	31,850	31,850
Repairs and Maintenance	1,228	1,235	8,136	8,136	8,136
Materials and Supplies	35,003	55,706	50,625	50,625	50,625
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	3,762	4,362	4,340	4,340	4,340
Total Maintenance and Operations	77,698	83,480	112,016	112,016	111,813
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	660,535	664,745	774,094	774,094	778,310
Non-Operating Expenditures and Transfers-Out					
Employee Services	32,183	-	-	-	-
Maintenance and Operations	-	-	-	-	30,000
Capital Outlay	9,396	5,026	-	-	2,500
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	41,579	5,026	-	-	32,500
Total Expenditures and Transfers-Out	\$ 702,114	\$ 669,771	\$ 774,094	\$ 774,094	\$ 810,810
Full Time Positions	6.0	6.0	6.0	6.0	6.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	1.5	1.5	1.5
Total	6.0	6.0	7.5	7.5	7.5



City of Whittier

Elections

OVERVIEW

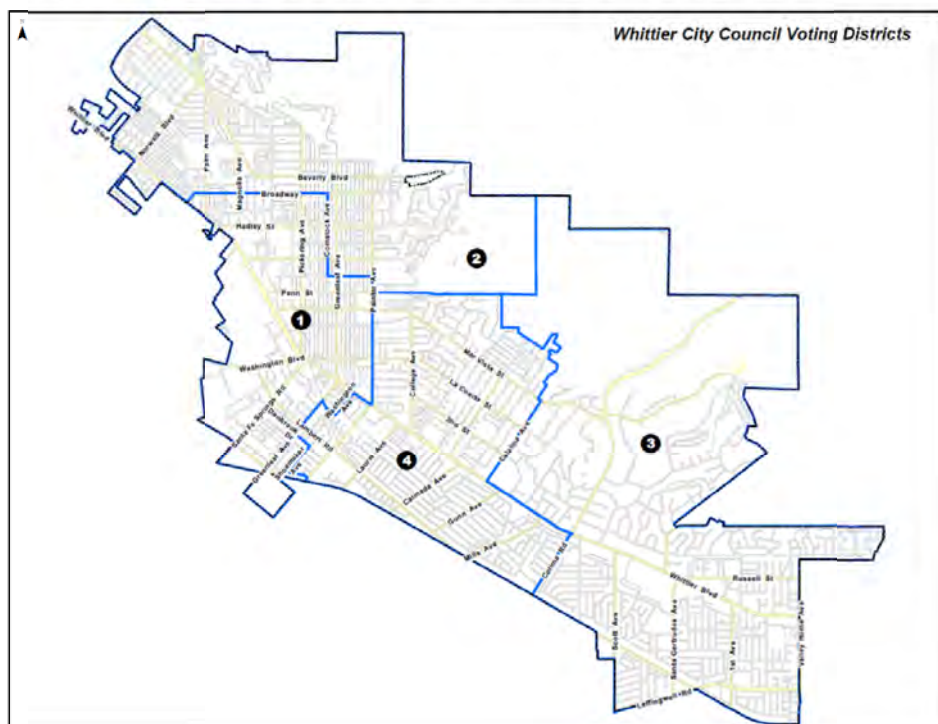


The City Clerk-Treasurer Department conducts all municipal elections in the City. Election activities, many of which are mandated by the California Elections Code, include: qualifying City Council candidates; establishing voting precincts and securing precinct workers; coordinating election-related contract services; and training election workers. Related activities include: administration of a vote-by-mail program with ballot and voter security measures; and development and administration of a Voting Rights Act Program (Spanish and Chinese) involving community organization participation. General municipal elections are held in even-numbered years. Newly elected officials are seated the second Tuesday after Election Day. Elections also provide the City Council and electors with the opportunity to present measures to the voters.

On June 3, 2014, City voters approved a Charter Amendment establishing four district based Council Members and a citywide Mayor position.

On January 26, 2016, the City Council approved the appointment of the only candidate for Council Member in District 3. On Tuesday, April 12, 2016, the City of Whittier conducted a General Municipal Election for the purpose of electing a Mayor, and a Council Member in District 1. All voters were eligible to elect a Mayor to serve citywide for two years. Council Members for Districts 1 and 3 serve four-year terms.

In 2018, voters in Districts 2 and 4 will elect Council Members from their Districts to serve four-year terms, and all voters will be eligible to elect a Mayor to serve citywide for two years.



City of Whittier

Elections

The Political Reform Act of 1974 requires political committees and candidates running for or elected to the City Council to file campaign statements which reflect financial expenditures and contributions made on behalf of the candidates and/or measures. The Act also requires candidates to file Statements of Economic Interests during the nomination period and successful candidates to file within thirty days after taking office. City Clerk-Treasurer staff administers these provisions of the Political Reform Act.

The Department assists the County Registrar of Voters during county, state and federal elections. Polling place location and other voting assistance is provided to residents on all election days.



KEY GOALS

- Conduct all municipal elections in accordance with provisions of the City Charter and applicable federal and State laws
- Administer California Political Reform Act and Municipal Code campaign provisions
- Develop and implement a comprehensive Voting Rights Act Program in compliance with federal law
- Provide timely and accurate election information and assistance to candidates, voters and the community

PERFORMANCE MEASURES

Measure	FY 2009-10 Actual	FY 2011-12 Actual	FY 2013-14 General Election	FY 2013-14 Special Election	FY 2015-16 Actual
Registered voters	43,181	43,558	46,295	46,005	45,816
Ballots returned	7,380	7,391	5,636	7,204 ¹	9,387
Number voted at precinct	3,498	3,209	2,026	3,958	3,655
Number voted by mail	3,882	4,182	3,610	3,246	5,732

¹ A total of 8,056 voters participated in the Statewide Primary Election; 7,204 voted on Measure W.

City of Whittier

Elections (100-15-151-30X)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 19,776	\$ 10	\$ -	\$ 21,288	\$ -
Maintenance and Operations	142,278	220,807	178,638	201,942	130,793
Capital Outlay	-	-	-	-	-
Total Expenditures	<u>162,054</u>	<u>220,817</u>	<u>178,638</u>	<u>223,230</u>	<u>130,793</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 162,054</u>	<u>\$ 220,817</u>	<u>\$ 178,638</u>	<u>\$ 223,230</u>	<u>\$ 130,793</u>
Expenditures and Transfers-Out By Source					
General Fund	162,054	220,817	178,638	223,230	130,793
Total Expenditures and Transfers-Out	<u>\$ 162,054</u>	<u>\$ 220,817</u>	<u>\$ 178,638</u>	<u>\$ 223,230</u>	<u>\$ 130,793</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 19,581	\$ 10	\$ -	\$ 20,994	\$ -
Employee Benefits	195	-	-	294	-
Total Employee Services	<u>19,776</u>	<u>10</u>	<u>-</u>	<u>21,288</u>	<u>-</u>
Dues, Memberships, License and Publications	82	109	150	150	150
Rentals	5,141	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	123	163	163	163	218
Professional Services	40,106	217,618	-	21,102	-
Utilities	-	-	-	-	-
Miscellaneous Services	11,720	1,096	-	-	-
Repairs and Maintenance	140	-	-	-	-
Materials and Supplies	84,510	1,621	200	1,771	200
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	456	200	178,125	178,756	130,225
Total Maintenance and Operations	<u>142,278</u>	<u>220,807</u>	<u>178,638</u>	<u>201,942</u>	<u>130,793</u>
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>162,054</u>	<u>220,817</u>	<u>178,638</u>	<u>223,230</u>	<u>130,793</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 162,054</u>	<u>\$ 220,817</u>	<u>\$ 178,638</u>	<u>\$ 223,230</u>	<u>\$ 130,793</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>



City of Whittier

Treasurer

OVERVIEW



The City Treasurer's Office receipts all monies collected by the City, Redevelopment Successor Agency, Utility Authority, Housing Authority and Public Financing Authority including federal, state and local revenue generated through assessments, fees and taxes. The City Treasurer Division prepares bank deposits, monitors account balances, maintains records of deposits and receipts and prepares monthly written reports providing balance and investment information. The Division also handles issuance of parking permits, reviewing

demands, petty cash and performs certain tax administration. Included in the responsibilities of the Treasurer's Office is the central cashier function, which validates all receipts including water payments, permit fees, recreation receipts, business license taxes and assessment fees. During Fiscal Year 2015-16 the Treasury Office processed 136,342 transactions.

In an effort to increase overall revenue, the City, Redevelopment Successor Agency, Housing Authority and Utility Authority invest funds not needed for current expenses. The Treasurer is responsible for investments and ensures that funds are invested in a manner consistent with the City Council, Redevelopment Successor Agency and Authorities' Statement of Investment Policy. All investments are made in accordance with that policy and therefore, follow the strict criteria of safety, liquidity and yield. In addition to investing surplus funds, it is the Treasurer's responsibility to monitor all accounts and activity so as to maintain or have available a cash flow to meet daily operating expenses.

The Division maintains records of the various City, Redevelopment Successor Agency, Housing Authority and Utility Authority bank accounts. Banking/broker relations are established to comply with safekeeping/custody regulations and the investment of surplus funds.

The Division administers the City's contract for animal control services and coordinates state-mandated low-cost vaccination clinics. This Division also administers the employee computer loan program and serves as Treasurer to the Wildlife Corridor Conservation Authority.

The Division administers the Utility User Tax Exemption Program. The program exempts households within the City of Whittier from the 5% utility tax if the previous calendar years' household income is less than \$29,550.

City of Whittier

Treasurer

KEY GOALS

- Maximize interest earnings through sound investment strategy with strict adherence to the provisions of the adopted Investment Policy and Procedures
- Utilize FTN Main Street Investment Advisors to manage a portion of the City and WUA's portfolio
- Accuracy and promptness in posting of payments received
- Consider online payment option for water/trash customers
- Implement automatic direct debit utility payment service
- Efficient administration of the employee computer loan program
- Establish and maintain effective banking/broker relationships to maximize use of City revenue
- Evaluate and maintain sufficient cash flow or liquid assets to ensure that the City's current and future operating needs are met
- Timely collection and accurate recording of Utility User's Tax (UUT) and Transient Occupancy Tax (TOT) payments and administering the City's UUT Exemption Program
- Promote positive community relations through continued excellence in customer service

PERFORMANCE MEASURES

Measure	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Projected
Interest income on investments <ul style="list-style-type: none"> • *City and WUA • WRSA • WHA 	\$314,810	\$523,343	\$766,276	\$1.3 M
	\$54,549	\$18,002	\$24,065	\$24,300
	\$34,872	\$28,628	\$31,655	\$32,000
Number of online/direct debit payments:				
Online Payments	10,095	10,788	7,748	0
Bill Concentration	13,203	13,021	7,427	0
**Receivables Manager	N/A	N/A	9,469	25,000
Business License	778	852	963	1,000
Automatic Direct Debit	N/A	N/A	N/A	300
Number of residents participating in the UUT Exemption - Water, Solid Waste Collection and Sewer Fee Discount	233	278	319	350

*Interest Income on Investments - FTN Main Street estimates its management of the City/Utility Authority funds in the coming year, under the new Investment Policy parameters authorized by the City Council on May 24, 2016, will net \$548,000.

** Receivables Manager - Wells Fargo's Online Payments effective 01/19/16

City of Whittier

Treasurer (100-15-152-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 225,621	\$ 244,791	\$ 259,990	\$ 259,990	\$ 281,562
Maintenance and Operations	22,803	1,321	113,458	113,458	113,466
Capital Outlay	-	-	-	-	-
Total Expenditures	248,424	246,112	373,448	373,448	395,028
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 248,424	\$ 246,112	\$ 373,448	\$ 373,448	\$ 395,028
Expenditures and Transfers-Out By Source					
General Fund	248,424	246,112	373,448	373,448	395,028
Total Expenditures and Transfers-Out	\$ 248,424	\$ 246,112	\$ 373,448	\$ 373,448	\$ 395,028
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 167,273	\$ 177,420	\$ 186,448	\$ 186,448	\$ 198,058
Employee Benefits	58,348	67,371	73,542	73,542	83,504
Total Employee Services	225,621	244,791	259,990	259,990	281,562
Dues, Memberships, License and Publications	617	757	1,243	1,243	1,243
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	1,617	1,460	1,460	1,460	1,468
Professional Services	16,778	(3,775)	103,379	103,379	103,379
Utilities	-	-	-	-	-
Miscellaneous Services	271	-	1,000	1,000	1,000
Repairs and Maintenance	932	330	1,597	1,597	1,597
Materials and Supplies	2,588	2,191	4,046	4,046	4,046
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	-	358	733	733	733
Total Maintenance and Operations	22,803	1,321	113,458	113,458	113,466
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	248,424	246,112	373,448	373,448	395,028
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 248,424	\$ 246,112	\$ 373,448	\$ 373,448	\$ 395,028
Full Time Positions	3.0	3.0	3.0	3.0	3.0
Part Time Positions (Full Time Equivalent)	0.2	0.2	0.3	0.3	0.3
Total	3.2	3.2	3.3	3.3	3.3

City of Whittier

Business License

OVERVIEW

The Business License Division ensures that individuals and organizations conducting business or performing a service within the City boundaries are issued a license. The division actively searches for unlicensed businesses through field inspections, fictitious name and resale tax permit filings, water bill, state and county listings and by public contact. The division offers online license renewals for most business owners. The issuance of door-to-door solicitor permits is an additional function of the division. There are approximately 6,850 active business licenses in the City of Whittier. The business license tax is a source of general fund revenue for the City.



KEY GOALS

- Continue enforcement through available resources to locate unlicensed businesses and ensure compliance with the City's municipal code in regards to the payment of license taxes
- Coordinate with City Departments to ensure continued consistency in business licensing
- Promote positive community relations through excellence in customer service

PERFORMANCE MEASURES

Measure	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Projected
New Business Licenses (all)	848	904	951	975
New Business Licenses (in City only)	461	470	475	487
Total Businesses (all)	7,557	7,762	6,849	7,020
Total Businesses (in City only)	5,994	6,022	5,242	5,375
Total Local Restaurants	193	197	181	185
Total Retail Businesses	522	543	534	547
Total Home Occupations	357	375	384	395
Total Rental Properties	2,664	2,644	2,300	2,350
Total Professional Offices	403	406	557	570

City of Whittier

Business License (100-15-152-302)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 114,823	\$ 115,780	\$ 136,534	\$ 136,534	\$ 203,143
Maintenance and Operations	21,286	22,456	25,381	25,381	37,437
Capital Outlay	-	-	-	-	-
Total Expenditures	136,109	138,236	161,915	161,915	240,580
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 136,109	\$ 138,236	\$ 161,915	\$ 161,915	\$ 240,580
Expenditures and Transfers-Out By Source					
General Fund	136,109	138,236	161,915	161,915	240,580
Total Expenditures and Transfers-Out	\$ 136,109	\$ 138,236	\$ 161,915	\$ 161,915	\$ 240,580
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 83,568	\$ 83,174	\$ 100,810	\$ 100,810	\$ 141,748
Employee Benefits	31,255	32,606	35,724	35,724	61,395
Total Employee Services	114,823	115,780	136,534	136,534	203,143
Dues, Memberships, License and Publications	-	-	75	75	75
Rentals	14	2	527	527	527
Taxes and Assessments	-	-	-	-	-
Insurance	714	580	521	521	577
Professional Services	8,473	8,642	8,425	8,425	20,425
Utilities	-	-	-	-	-
Miscellaneous Services	70	-	322	322	322
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	11,978	13,215	14,531	14,531	14,531
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	37	17	980	980	980
Total Maintenance and Operations	21,286	22,456	25,381	25,381	37,437
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	136,109	138,236	161,915	161,915	240,580
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 136,109	\$ 138,236	\$ 161,915	\$ 161,915	\$ 240,580
Full Time Positions	1.0	1.0	1.0	1.0	2.0
Part Time Positions (Full Time Equivalent)	0.9	0.9	1.2	1.2	1.2
Total	1.9	1.9	2.2	2.2	3.2

City of Whittier

Business Improvement Area

OVERVIEW

In 1969, the City of Whittier approved a Business Improvement Area (BIA) in Uptown Whittier. The purpose of the improvement area is to promote and encourage businesses by means of a special assessment imposed upon Uptown businesses. The special assessment is collected by the City with the business license tax and is remitted to the Whittier Uptown Association (WUA) to fund promotional activities related to generating business in the Uptown BIA. Funds derived from the assessment are expended on behalf of businesses that benefit from the various promotional activities and specialized marketing strategies. There are currently 484 businesses located in Uptown Whittier.

The City has an agreement with the WUA to collect assessments for marketing services that includes a comprehensive program of advertising, publicity and promotion for the Uptown BIA. The Business License Division acts as a liaison between the Uptown BIA businesses and the Uptown Association with respect to assessment compliance. The Economic Development Division of the Community Development Department serves as the City's liaison for Uptown program administration.

KEY GOALS

- Improve public awareness of the availability of shopping and services in Uptown Whittier
- Attract visitors to Uptown Whittier thereby promoting the area's heritage
- Continue efforts to improve and enforce assessment collection
- Promote positive customer relations with businesses located within the Uptown Area

PERFORMANCE MEASURES

During the past fiscal year, the following significant projects were completed:

- Two antique fairs, one in the spring and one in the fall
- 61st Annual Christmas Parade
- Holiday Sonata
- Window Holiday Decorating Contest
- Halloween Capers
- 15th Annual Car Show
- Thursday Family Festival – starts August 2016
- Uptown Connection
- Shop Local & Save Program

City of Whittier

Business Improvement Area (254-15-152-000)

	2013-14 <u>Actual</u>	2014-15 <u>Actual</u>	2015-16 <u>Budget</u>	2015-16 <u>Projected</u>	2016-17 <u>Adopted</u>
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance and Operations	112,716	115,537	111,500	111,500	111,500
Capital Outlay	-	-	-	-	-
Total Expenditures	<u>112,716</u>	<u>115,537</u>	<u>111,500</u>	<u>111,500</u>	<u>111,500</u>
Total Expenditures	112,716	115,537	111,500	111,500	111,500
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 112,716</u>	<u>\$ 115,537</u>	<u>\$ 111,500</u>	<u>\$ 111,500</u>	<u>\$ 111,500</u>
Expenditures and Transfers-Out By Source					
Business Improvement Area	112,716	115,537	111,500	111,500	111,500
Total Expenditures and Transfers-Out	<u>\$ 112,716</u>	<u>\$ 115,537</u>	<u>\$ 111,500</u>	<u>\$ 111,500</u>	<u>\$ 111,500</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	-	-	-
Total Employee Services	-	-	-	-	-
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	-	-	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	112,716	115,537	111,500	111,500	111,500
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	-	-	-	-	-
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	<u>112,716</u>	<u>115,537</u>	<u>111,500</u>	<u>111,500</u>	<u>111,500</u>
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>112,716</u>	<u>115,537</u>	<u>111,500</u>	<u>111,500</u>	<u>111,500</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 112,716</u>	<u>\$ 115,537</u>	<u>\$ 111,500</u>	<u>\$ 111,500</u>	<u>\$ 111,500</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>



City of Whittier

Information Technology/Telecommunications

OVERVIEW

Part of the services provided by the City Clerk-Treasurer Department, the Information Technology/Telecommunications Division (IT) manages the City's multi-platformed local area network (LAN) and wide area network (WAN), World Wide Web services, geographic information services (GIS), and all land and cellular telephone services. The IT Division seeks to provide proven technology services to users while positioning the City's IT infrastructure for the future.

IT staff advises and implements future growth of the City's data infrastructure. IT staff coordinates maintenance and repair for all network servers, routers and switches as well as over 400 PCs, 66 mobile data computers (MDCs) in the Police cars and 60 printers. The WAN provides full network services to eight locations throughout the City including the City Yard, the Branch Library, the Historic Transit Depot, Parnell Park, Palm Park, the Landfill Office, the Landfill Gatehouse, and the Pumping Plant as well as two locations in Santa Fe Springs. Staff implements software installations/updates and provides training and support for the City's productivity suite. The Division also maintains the City's email system. With over 450 user accounts, the City receives and sends over 70,000 messages daily. Staff has implemented spam blocking, anti-virus scans and automatic operating system updates to keep network users up-to-date and protected. During FY2015-16, IT continued to work with the Controller's Department to maintain the City's Emergency Operation Center (EOC).



Other projects for FY 2015-16 included working with the Public Works Department to add the City's Landfill Office and Gatehouse to the Whittier Microwave System (WMS). Upgrading the connection to the Landfill will provide the infrastructure to update the Landfill's scale system. IT also worked with the Water Division to upgrade the communication links to the Marshall Bowen Pumping Plant and the well field providing the infrastructure that supports the security system for these sites. IT continues to manage the City's mobile app which has been changed from AccessWhittier to Whittier 24/7. Improvements to the mobile app include Whittier 24/7 branding and the ability to directly download the app from iTunes and Android app stores.

The City's website continues to be maintained by IT staff. IT staff coordinated the annual website review which was completed in May 2015. Agenda reports and supporting material for City Council and Planning Commission meetings continue to be linked to the agendas posted on the City's website. The Historic Resources web app, streaming video of City Council and Planning Commission meetings, and AccessWhittier are examples of how IT works with each department to support the City's efforts to improve government transparency for its citizens.

The Geographic Information System (GIS) unit of the IT Division continues to use information developed from various sources – both internal and external – to link to City parcel data. Working with IT staff, GIS staff continues to explore ways to link digital images to the geographic information. Staff has developed map layers for land use, Assessor's parcel information, public safety and other vital spatial information. The City continues to be a member of the Los Angeles Region Image Acquisition Consortium which is the City's source for high quality aerial photography of the City. Throughout FY 2015-16, GIS assisted with the City's Voting District Formation by creating a variety of maps. In FY2014-15, the GIS Unit continued to use the GIS field equipment that was purchased through the EOC Grant to gather geographical positions for street lights and City signs. GIS completed the inventory of 11,000 signs and continues to work with Public Works to keep the inventory current. The unit continues to provide map updates for the Police Department.

The IT Division continues to manage the City's telecommunication services. Working with various telephone companies, staff programs the City's Mitel telephone switches to provide telephone and voice mail services for

City of Whittier

Information Technology/Telecommunications

all City Departments. All cellular telephone service, including smartphones and other mobile devices, is coordinated through the IT Division.

KEY GOALS

- Maintain the City's LAN and WAN
- Maintain the City's fleet of PC's and printers
- Manage a citywide IT Committee responsible for planning and executing LAN and WAN improvements and maintenance, specialty software installation and upgrades, technology training and planning and budgeting for future IT needs
- Maintain the streaming video system for City Council and Planning Commission and continue its links to the document management/imaging system
- Maintain and expand the documenting imaging system and begin training staff how to search for documents stored in the system
- Continue to implement virtualization to:
 - Improve disaster recovery;
 - Lessen Server sprawl;
 - Simplify network administration; and
 - Save on utility usage
- Implement telephone system redundancy by contracting with multiple carriers for digital and copper lines.
- Implement industry-standard security for the City's LAN/WAN including firewalls, anti-virus scans and anti-spam devices
- Maintain the City's website and encourage additional content to further government transparency
- Refine and standardize the City's geographic and information layers with the Police Department maps and work with Public Works to inventory City signs
- Refine the Helpdesk application to make reporting issues easier and begin using the knowledge base function of the application
- Manage the City's mobile app that allows the public to quickly report issues such as potholes or graffiti using a smartphone
- Advise departments on best practice regarding Information Technology and Telecommunications issues
- Manage the City's cellular telephone account including the smartphones and other mobile devices
- Provide excellent customer service to all City departments

PERFORMANCE MEASURES

Measure	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Projected
Helpdesk Tickets Opened	887	756	544	800
Helpdesk Tickets - Closed	874	756	544	800
Signs Inventoried	9,600	1,100	11,00	--
AccessWhittier (Mobile App)	242	--	--	200

*Following completion of the sign inventory, GIS staff will work with Public Works to maintain the sign database.

City of Whittier

Information Technology Services (715-15-151-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 384,920	\$ 400,928	\$ 452,995	\$ 452,995	\$ 487,519
Maintenance and Operations	399,183	380,941	458,249	458,249	480,093
Capital Outlay	166,711	300,147	184,100	184,100	484,100
Total Expenditures	<u>950,814</u>	<u>1,082,016</u>	<u>1,095,344</u>	<u>1,095,344</u>	<u>1,451,712</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 950,814</u>	<u>\$ 1,082,016</u>	<u>\$ 1,095,344</u>	<u>\$ 1,095,344</u>	<u>\$ 1,451,712</u>
Expenditures and Transfers-Out By Source					
Information Technology Fund	950,814	1,082,016	1,095,344	1,095,344	1,451,712
Total Expenditures and Transfers-Out	<u>\$ 950,814</u>	<u>\$ 1,082,016</u>	<u>\$ 1,095,344</u>	<u>\$ 1,095,344</u>	<u>\$ 1,451,712</u>
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 505,862	\$ 510,254	\$ 558,195	\$ 558,195	\$ 579,608
Employee Benefits	(120,942)	(109,326)	(105,200)	(105,200)	(92,089)
Total Employee Services	<u>384,920</u>	<u>400,928</u>	<u>452,995</u>	<u>452,995</u>	<u>487,519</u>
Dues, Memberships, License and Publications	11,238	22,026	32,440	32,440	32,440
Rentals	2,340	1,980	2,160	2,160	2,160
Taxes and Assessments	-	-	-	-	-
Insurance	5,052	4,938	4,938	4,938	4,948
Professional Services	128,009	134,741	149,589	149,589	149,589
Utilities	152,496	92,340	103,300	103,300	103,300
Miscellaneous Services	499	1,592	6,500	6,500	6,500
Repairs and Maintenance	95,296	118,541	148,557	148,557	148,557
Materials and Supplies	1,644	1,643	2,465	2,465	2,465
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	2,609	3,140	5,300	5,300	5,300
Total Maintenance and Operations	<u>399,183</u>	<u>380,941</u>	<u>455,249</u>	<u>455,249</u>	<u>455,259</u>
Capital Outlay	159,394	254,451	162,100	162,100	162,100
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>943,497</u>	<u>1,036,320</u>	<u>1,070,344</u>	<u>1,070,344</u>	<u>1,104,878</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	3,000	3,000	24,834
Capital Outlay	7,317	45,696	22,000	22,000	322,000
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>7,317</u>	<u>45,696</u>	<u>25,000</u>	<u>25,000</u>	<u>346,834</u>
Total Expenditures and Transfers-Out	<u>\$ 950,814</u>	<u>\$ 1,082,016</u>	<u>\$ 1,095,344</u>	<u>\$ 1,095,344</u>	<u>\$ 1,451,712</u>
Full Time Positions	6.0	6.0	6.0	6.0	6.0
Part Time Positions (Full Time Equivalent)	1.2	1.2	1.2	1.2	1.2
Total	<u>7.2</u>	<u>7.2</u>	<u>7.2</u>	<u>7.2</u>	<u>7.2</u>



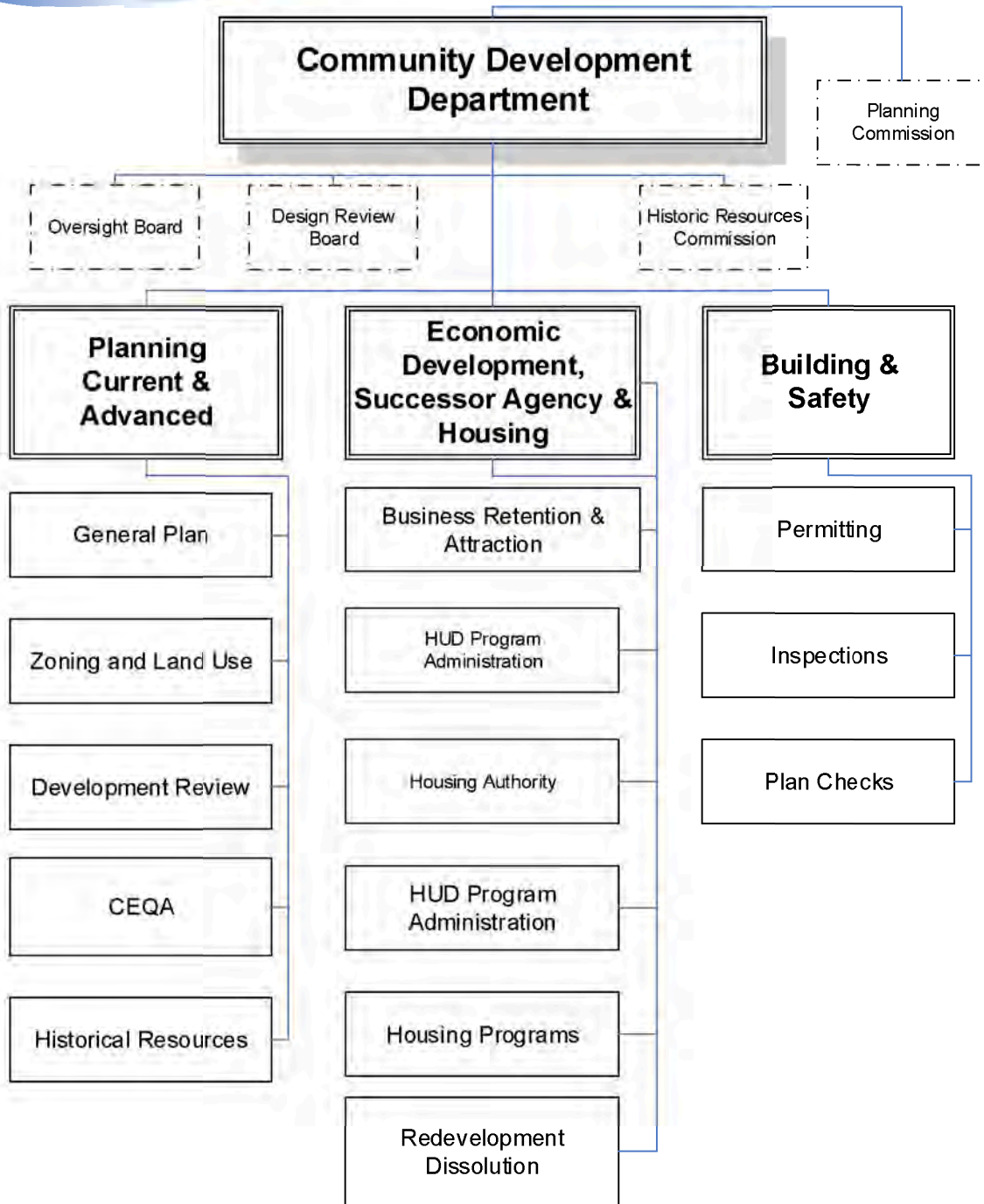
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City of Whittier

Community Development

- *Building and Safety*
- *Planning*
- *Administration*
- *Economic Development*
- *Housing and Urban
Development (HUD) Grant*
- *Housing Rehabilitation Program*
- *Community Development Block
Grant (CDBG) Administration*
- *Code Enforcement*
- *HOME Program*
- *Non-Housing Capital Projects*

Community Development

Organization Chart

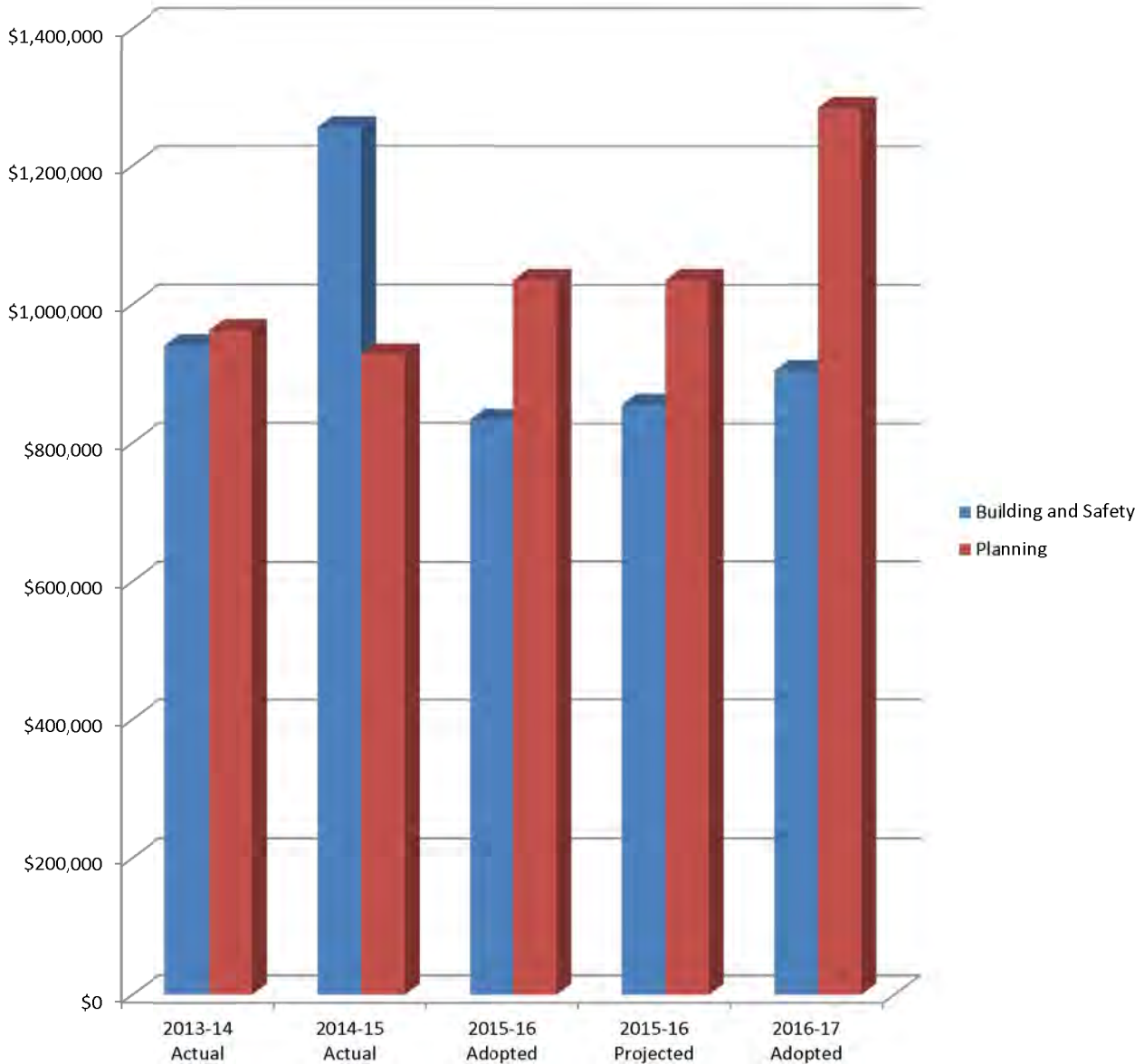




City of Whittier

Community Development Department

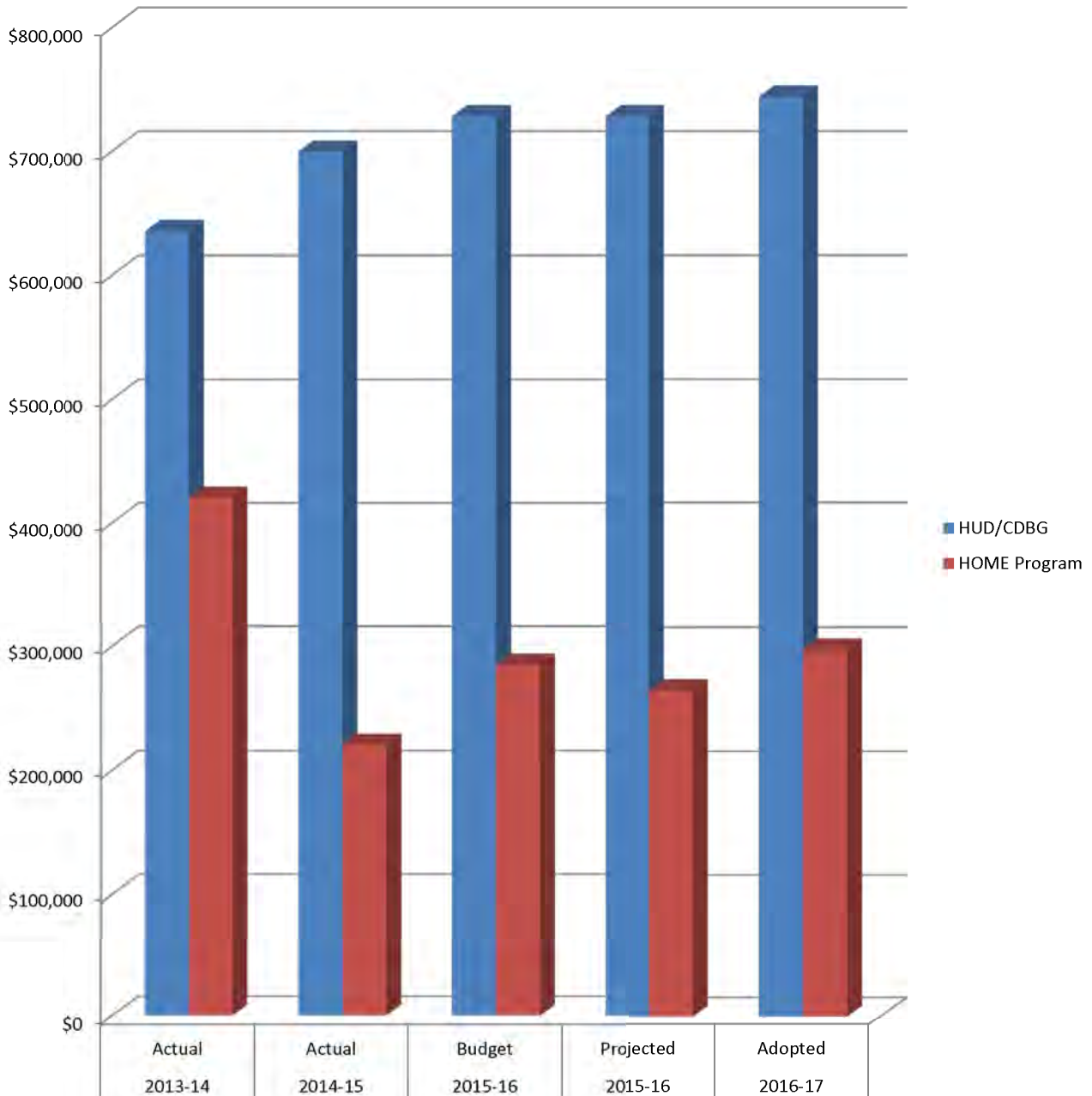
Division/Cost Center	2013-14 Actual	2014-15 Actual	2015-16 Adopted	2015-16 Projected	2016-17 Adopted
Building and Safety	\$ 940,112	\$ 1,255,203	\$ 833,188	\$ 855,575	\$ 903,883
Planning	962,137	926,898	1,035,021	1,035,021	1,283,293



City of Whittier

Community Development Department

Division/Cost Center	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
HUD/CDBG	\$ 635,404	\$ 699,610	\$ 728,001	\$ 728,001	\$ 743,838
HOME Program	420,513	220,380	284,792	264,792	297,605



City of Whittier

Building & Safety

OVERVIEW

The Building & Safety Division is responsible for the establishment and enforcement of minimum building standards for the purpose of safeguarding public health, safety and general welfare. This is accomplished by ensuring that new construction provides structural strength, stability, means of egress, access to persons with disabilities, sanitation, ventilation, lighting and energy conservation; green building standards; safety to life and property from fire and other hazards attributed to the built environment; and assistance to fire fighters and other first-responders during emergency operations in the built environment.

Although the functions of the Building & Safety program are essentially a regulatory effort, they are an important tool for the orderly development, protection and maintenance of properties within the City. In addition to the enforcement of local codes and ordinances, the Division is also responsible for the enforcement of certain state and federal regulations when they become applicable to construction projects in the City. Building & Safety also provides inspection of capital projects and is responsible for the abatement of illegal structures and dwelling units.

To accomplish its purpose, the Building & Safety Division performs examinations of development plans, issues permits and performs inspections of construction activities throughout the City. The Division further provides essential information to its customers through records research, provision of informational handouts and development consultation through all phases of a project from concept to completion.



City of Whittier

Building & Safety

KEY GOALS

During FY 2016-2017, the Division's key goals include:

- Continued refinement of the streamlined solar permitting process and the new review and adoption of a streamlined electric vehicle charging station permitting process as mandated by the State of CA.
- Transition to the 2016 set of CA Building codes effective January 1, 2017.
- Education of architects, engineers, contractors, property owners and the public at-large of building code standards and requirements through the dissemination of design and construction information and the plan review, permitting, inspection and enforcement processes needed for the protection of the health and safety of persons and properties
- Provision of technologically current practices and procedures needed to provide customers with real-time information concerning property records and project status associated with Building & Safety activities

PERFORMANCE MEASURES

Measure	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Projected
Number of Inspections	6,229	6,898	6,798	10,400	12,000
Number of customers assisted	10,217	10,206	6,160	12,400	11,000
Number of plans reviewed	346	384	414	418	400
Number of building permits issued	1,217	1,342	1,490	1,746	1,650

City of Whittier

Building & Safety (100-18-141-000)

	2013-14 <u>Actual</u>	2014-15 <u>Actual</u>	2015-16 <u>Budget</u>	2015-16 <u>Projected</u>	2016-17 <u>Adopted</u>
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 615,927	\$ 730,696	\$ 751,749	\$ 751,749	\$ 825,484
Maintenance and Operations	317,856	518,178	81,439	103,826	78,399
Capital Outlay	6,329	6,329	-	-	-
Total Expenditures	<u>940,112</u>	<u>1,255,203</u>	<u>833,188</u>	<u>855,575</u>	<u>903,883</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 940,112</u>	<u>\$ 1,255,203</u>	<u>\$ 833,188</u>	<u>\$ 855,575</u>	<u>\$ 903,883</u>
Expenditures and Transfers-Out By Source					
General Fund	940,112	1,255,203	833,188	855,575	903,883
Total Expenditures and Transfers-Out	<u>\$ 940,112</u>	<u>\$ 1,255,203</u>	<u>\$ 833,188</u>	<u>\$ 855,575</u>	<u>\$ 903,883</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 486,439	\$ 580,718	\$ 542,798	\$ 542,798	\$ 592,426
Employee Benefits	129,488	149,978	208,951	208,951	233,058
Total Employee Services	615,927	730,696	751,749	751,749	825,484
Dues, Memberships, License and Publications	6,154	6,154	9,290	9,290	9,290
Rentals	-	-	175	175	175
Taxes and Assessments	-	-	-	-	-
Insurance	6,065	6,065	5,319	5,319	6,328
Professional Services	251,450	251,450	16,191	38,578	16,191
Utilities	1,307	1,307	3,036	3,036	3,036
Miscellaneous Services	3,299	3,299	4,800	4,800	4,800
Repairs and Maintenance	-	-	80	80	80
Materials and Supplies	17,069	17,069	13,027	13,027	13,027
City Charges	-	-	-	-	-
Mobile Equipment Rental	31,997	31,997	28,171	28,171	24,122
Other	515	200,837	1,350	1,350	1,350
Total Maintenance and Operations	317,856	518,178	81,439	103,826	78,399
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>933,783</u>	<u>1,248,874</u>	<u>833,188</u>	<u>855,575</u>	<u>903,883</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	6,329	6,329	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>6,329</u>	<u>6,329</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 940,112</u>	<u>\$ 1,255,203</u>	<u>\$ 833,188</u>	<u>\$ 855,575</u>	<u>\$ 903,883</u>
Full Time Positions	7.0	7.0	8.0	8.0	8.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	<u>7.0</u>	<u>7.0</u>	<u>8.0</u>	<u>8.0</u>	<u>8.0</u>



City of Whittier

Planning

OVERVIEW

The Planning Division is responsible for the administration of ordinances and policies related to land use and development within the City, including zone changes, design standards, historic preservation, environmental review procedures, congestion management programs and attainment of housing goals. In fulfilling this objective, the Planning Division administers the Whittier General Plan, Chapters 17 and 18 of the Municipal Code relative to subdivisions and zoning, the Uptown Whittier Specific Plan, the Whittier Boulevard Specific Plan, the Whittwood Town Center Specific Plan and the State's Planning and Development laws relating to general plans, zoning, subdivisions, the California Environmental Quality Act and a variety of interrelated laws concerning public health, safety and welfare.



Staff members within the Division provide technical and administrative support to the City Council, Planning Commission, Historic Resources Commission, Zoning Administrator and various committees and task forces. The Division also provides zoning and subdivision information to the public and other departments, reviews development plans for compliance with the Municipal Code as well as various specific plans and prepares an extensive variety of reports regarding development projects, environmental studies, zone changes, general plan amendments, historic resource assessments and other planning related matters.

In addition to the planning and zoning functions, the Division functions as a resource center for demographic information to the public and City staff, while also providing assistance to other departments in preparation of environmental documents. Some of the Planning Division's significant achievements during FY 2015-16 included:

- Approval of the Friendly Hills Marketplace consisting of approximately 90,000 sf of retail space including Orchard's Hardware, Home Goods and others;
- Approval of the Whittier Commons commercial center including Applebees and Starbucks;
- Approval of a new Chick-fil-A restaurant within the Whittwood Towncenter;
- Approval of an approximately 11,000 sf building for Xtreme Tint auto business;
- Processing and approval of a variety of commercial façade remodels, including: Toyota of Whittier, Kaiser Health, and; as well as tenant improvements for those and other businesses;
- Processing numerous modifications to wireless cell sites;
- Completion of the City-wide non-residential historic resource survey;
- Updating the Community Development Department's website concerning historic preservation with new information and more resources;
- City Council adoption of the comprehensive update to the City's Natural Hazards Mitigation Plan;
- Creation of a new Whittier Design Review Board;
- Update the Whittier Boulevard Specific Plan; and,
- Various zoning code amendments.

City of Whittier

Planning

- Processing numerous Certificate of Appropriateness and Development Review applications in addition to Conditional Use Permits and a variety of other planning entitlements and permits; and,
- Continuing to provide assistance with Code Enforcement issues.

KEY GOALS

During FY 2016-2017, the Planning Division's key goals include:

- Implementation of the City-wide, residential, historic resource tiering program;
- City Council adoption of the City-wide, non-residential, historic resource survey;
- Update the City's Historic Resource Ordinance;
- Begin the process of comprehensively updating the City's General Plan
- On an on-going basis, continue to update the City's Zoning Code and specific plans to address current planning issues and needs;
- On an on-going basis, participate with the Gateway Cities COG on various regional issues affecting the City of Whittier;
- Administer the City's zoning and development regulations, polices and guidelines;
- Process continuing and new development requests, including the Lincoln Specific Plan project, former ICC site, and various development projects in Uptown.
- Continued verification of development project compliance with their adopted conditions of approval.

PERFORMANCE MEASURES

Measure	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Projected
Number of development requests	1,185	1,082	1,133	1,189
Number of public counter contacts	10,206	12,377	12,624	13,255

City of Whittier

Planning (100-18-161-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 730,593	\$ 683,865	\$ 896,432	\$ 896,432	\$ 944,320
Maintenance and Operations	209,655	243,033	138,589	138,589	138,973
Capital Outlay	21,889	-	-	-	200,000
Total Expenditures	962,137	926,898	1,035,021	1,035,021	1,283,293
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 962,137	\$ 926,898	\$ 1,035,021	\$ 1,035,021	\$ 1,283,293
Expenditures and Transfers-Out By Source					
General Fund	962,137	926,898	1,035,021	1,035,021	1,283,293
Total Expenditures and Transfers-Out	\$ 962,137	\$ 926,898	\$ 1,035,021	\$ 1,035,021	\$ 1,283,293
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 563,357	\$ 526,288	\$ 678,882	\$ 678,882	\$ 709,618
Employee Benefits	167,236	157,577	217,550	217,550	234,702
Total Employee Services	730,593	683,865	896,432	896,432	944,320
Dues, Memberships, License and Publications	7,190	7,718	7,665	7,665	7,665
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	7,888	6,031	6,661	6,661	7,045
Professional Services	123,018	60,273	95,672	95,672	95,672
Utilities	-	-	500	500	500
Miscellaneous Services	14,594	15,742	9,700	9,700	9,700
Repairs and Maintenance	-	-	190	190	190
Materials and Supplies	14,711	23,975	16,401	16,401	16,401
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	883	827	1,800	1,800	1,800
Total Maintenance and Operations	168,284	114,566	138,589	138,589	138,973
Capital Outlay	21,889	-	-	-	200,000
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	920,766	798,431	1,035,021	1,035,021	1,283,293
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	41,371	128,467	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	41,371	128,467	-	-	-
Total Expenditures and Transfers-Out	\$ 962,137	\$ 926,898	\$ 1,035,021	\$ 1,035,021	\$ 1,283,293
Full Time Positions	8.0	8.0	8.0	8.0	8.0
Part Time Positions (Full Time Equivalent)	0.3	0.3	0.3	0.3	0.3
Total	8.3	8.3	8.3	8.3	8.3

City of Whittier

Community Development - Administration

OVERVIEW

The Community Development Department encompasses Planning, Redevelopment Successor Agency, Housing Authority, Administration, Economic Development, Community Development Block Grant & HOME Programs, and Building & Safety. The Department strives to promote economic growth along with livable neighborhoods that reflect, preserve and enhance Whittier's unique historic character. The Department's goal is to provide for a balanced community with residential, commercial and industrial development that results in a thriving economic base and an enhanced quality of life for our residents.

The Building & Safety Division provides permitting and building services including plan checking and inspection services.



Increasing the City's sales tax revenue growth and tax base is important for the City; however, with the improving economy, it is vital that we focus on ensuring Whittier remains a strong and balanced community. The City will maintain its efforts in economic development despite the elimination of redevelopment in California and we will continue to serve as the ombudsman for the business community. Economic Development is

a philosophy that helps guide the Department's daily activities.

The Planning Division facilitates development consistent with City codes and ordinances as well as the City's General Plan and Specific Plans. The Planning Division serves as the staff liaison to the Planning Commission, Zoning Administrator, Historic Resources Commission and now Design Review Board.



KEY GOALS

During FY 2016-2017, the Division's key goals include:

- Oversee the long-range planning for the City
- Enhance the quality of life in the community
- Encourage private investment and promote a stable economic base
- Promote and preserve the historic character of the City
- Ensure high quality customer service to our applicants
- Integrate the various functions of the Department to maximize efficiency
- Incorporate review by the newly formed Design Review Board into the Development Process
- Establish a Community Benefit District in Uptown

City of Whittier

Community Development-Administration (100-18-181-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 205,206	\$ 183,295	\$ 346,881	\$ 346,881	\$ 346,460
Maintenance and Operations	56,832	55,532	74,002	74,002	88,029
Capital Outlay	-	-	-	-	-
Total Expenditures	<u>262,038</u>	<u>238,827</u>	<u>420,883</u>	<u>420,883</u>	<u>434,489</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 262,038</u>	<u>\$ 238,827</u>	<u>\$ 420,883</u>	<u>\$ 420,883</u>	<u>\$ 434,489</u>
Expenditures and Transfers-Out By Source					
General Fund	262,038	238,827	420,883	420,883	434,489
Total Expenditures and Transfers-Out	<u>\$ 262,038</u>	<u>\$ 238,827</u>	<u>\$ 420,883</u>	<u>\$ 420,883</u>	<u>\$ 434,489</u>
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 308,849	\$ 298,755	\$ 386,220	\$ 386,220	\$ 399,687
Employee Benefits	(103,643)	(115,460)	(39,339)	(39,339)	(53,227)
Total Employee Services	<u>205,206</u>	<u>183,295</u>	<u>346,881</u>	<u>346,881</u>	<u>346,460</u>
Dues, Memberships, License and Publications	277	275	275	275	275
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	36,561	31,206	47,836	47,836	61,863
Professional Services	668	55	6,000	6,000	6,000
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	1,710	1,710	1,710
Materials and Supplies	10,359	17,162	7,126	7,126	7,126
City Charges	-	-	-	-	-
Mobile Equipment Rental	2,993	2,993	-	-	-
Other	5,974	3,841	11,055	11,055	11,055
Total Maintenance and Operations	<u>56,832</u>	<u>55,532</u>	<u>74,002</u>	<u>74,002</u>	<u>88,029</u>
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>262,038</u>	<u>238,827</u>	<u>420,883</u>	<u>420,883</u>	<u>434,489</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 262,038</u>	<u>\$ 238,827</u>	<u>\$ 420,883</u>	<u>\$ 420,883</u>	<u>\$ 434,489</u>
Full Time Positions	3.0	3.0	3.0	3.0	3.0
Part Time Positions (Full Time Equivalent)	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
Total	<u>4.0</u>	<u>4.0</u>	<u>4.0</u>	<u>4.0</u>	<u>4.0</u>



City of Whittier

Economic Development

OVERVIEW

The ability to create and preserve is essential to the City to carry out its various functions. Sales and property tax revenues generated by the business community provide contributions to the funding of essential City services as well as nonessential services that create a quality of life that our residents and businesses have come to expect.



Increasing the City's office, industrial, retail and commercial growth is crucial to providing a balanced community. The City will maintain its efforts in economic development despite the elimination of redevelopment in California. The Business Development function will continue to serve as an ombudsman and resource for the business community, conducting business outreach and visitation as a resource to businesses. In addition, staff will meet with commercial property owners to encourage revitalization as necessary. Economic development is a philosophy that helps drive Community Development.

Following are some of the accomplishments from the past year:

1. *Tools for Business Success*

Recently, an online economic development program called "Tools for Business Success" was implemented. The internet-based program offers local, state, federal and best-of-the-web resources directly from the city of Whittier website. This economic development tool makes it easier for businesses to start and grow in the City. The new program provides a variety of information easily accessible from a business owner's home or office computer, saving valuable time and money.

By subscribing to the service, the City made a cost-effective decision and is able to provide needed resources during this time of limited funding and tight budgets. The "Online Help" button is another example of how the program is cost-effective for the city because it's available during day and evening hours, six days a week. If the business person is having difficulty finding a specific resource or information for their business, the Online Help button connects the business person to a "live" person via an instant message chat capacity further saving the City time and money.

City of Whittier

Economic Development

2. *RED Team Business Assistance and Retention*

The city's economic development activities include coordinating a "RED" Team with our various economic development partners including the Los Angeles County Economic Development Corporation, Southern California Edison, The Gas Company, Community Development Commission of the County of Los Angeles, and SASSFA/WorkSource Center. The RED Team is a valuable resource offered by the city to the local businesses. The RED Team can be coordinated for businesses which are:

- Growing;
- New or Opening a new location;
- Considering a layoff; or
- Making a significant change to their business strategy.

By identifying the early warning signs of risk companies, the RED Team can marshal resources and personnel to address the companies' needs and not only preserve existing jobs, but ideally to create expansion opportunities and new jobs. This opportunity is also taken to assist businesses that have shown an interest in locating in Whittier. During the past year, staff assisted the developers of various new centers bringing in businesses such as Applebees, OSH, and BEVMO. Two very successful applications of the RED Team process were (1) the relocation of Indio Products from Commerce into a new 155,000 square foot industrial building, where they are bringing their corporate headquarters and point of sale as well as bringing approximately 250 new jobs to Whittier and (2) the brand new Super Mex restaurant in Uptown, where the Super Mex family purchased an entire 20,000 square foot building as both landlord and tenant.

3. *Recycling Market Development Zone*

Recently, the City of Whittier was approved to be part of the expanded of the Los Angeles County Recycling Market Development Zone (RMDZ). The RMDZ program combines recycling with economic development to fuel new businesses, expand existing ones, create jobs, and divert waste from landfills. The program was developed by the California Department of Resources Recycling and Recovery (CalRecycle) as part of an ongoing effort to increase the diversion of waste going to landfills. The program is a partnership between the CalRecycle and local jurisdictions.

The RMDZ program provides business and technical assistance, product marketing, and financial assistance to businesses that manufacture a recycled-content product or process materials for recycling. Manufacturing or processing must occur within the city of Whittier or other RMDZ jurisdictions.

Whittier businesses that want to manufacture goods with recycled materials interested in locating in Whittier or existing Whittier recycling processors may qualify for some financial incentives from the State.

During the past year staff has marketed the program to Whittier manufacturing businesses and met with the Los Angeles County Zone Administrator in order to better understand the program and process for business assistance.

City of Whittier

Economic Development

4. *Gateway Cities Council of Governments Site Prospector*

Over the past year, staff maintained collaboration with the Gateway Cities Council of Governments (GCCOG) on an online site locator website. The "Site Prospector" website, www.gatewaycogsiteprospector.org, provides immediate access to information that businesses need in order to make wise site selection and investment decisions. The City partnered with the GCCOG to offer this new economic development tool for the business community to assist expanding businesses looking to locate in Whittier.

The Site Prospector website gathers economic, planning, infrastructure, geographic, and demographic information often sought by businesses that are looking to relocate or expand, and transforms this data into a 'one-stop-shop' business portal on the web. Using Geographic Information System (GIS) software, expanding businesses can immediately access in-depth information that previously took weeks to research. Website visitors can view all available properties, or conduct more narrowly-tailored searches using filters that include property size, type, and cost, among other available options. Corresponding demographic reports, such as labor force, education levels, and consumer spending, can be created for each property as well. The Site Prospector website reduces research time of expanding businesses from weeks or days to minutes. The GCCOG Site Prospector website can be accessed from the city's economic development website page at www.cityofwhittier.org/depts/cd/ecodev/sites.asp.

5. *Whittier Express Permitting (WE-Permit)*

Staff is continuously looking for ways to assist businesses and the development community, both residential and commercial. In the summer of 2013, staff developed a flyer which outlines the city's permitting process to assist business owners, property owners, homeowners and contractors. The flyer, which is posted on the city website under Business Assistance in the Community Development Department sub-site, explains that in essence, City Hall serves as a "one-stop shop" for all development related services including planning permits, building permits, inspection requests, business licenses, construction permits on the public right-of-way, information on operating a business in Whittier, information on developable sites and other general information. Over the past year, staff has been working to increase our presence in social media and will work to promote Whittier by re-tooling the flyer into a social media friendly format.

6. *Broker's Lunchtime Roundtable*

Given workload and staffing shortages Community Development staff was unable to host a Broker's Lunchtime Roundtable meeting. As part of a transition to a more digital marketing and outreach strategy, we will be reinitiating the roundtable and using it as a path to more direct marketing at ICSC.

7. *Business Outreach and Visitation*

During the past fiscal year, Business Outreach continued to be an important component to the City's Economic Development Program. Consequently, in fiscal year 2015-16, staff reached out to numerous businesses either with a face to face meeting with the business owner or a business outreach letter with information on an economic development program or upcoming seminar.

City of Whittier

Economic Development

8. Business Assistance Seminars

Staff partnered with the Chamber of Commerce and coordinated nine (9) business seminars with various topics.

9. Run "Shop Whittier" Ads in Conjunction with the Holiday Season

The "Shop Whittier" campaign continued during this past year. Staff produced Shop Whittier ads for the Whittier Chamber's paper.

10. Established a Social Media Presence

Staff created a Facebook, Instagram, and Twitter presence on social media to be in the best position to capitalize on technology and assist our marketing and outreach.

Following are the key goals for the 2016-2017 fiscal-year.

KEY GOALS

- To seek new and innovative methods and programs for providing economic development services to the business community
- To provide ombudsman services by facilitating and streamlining the City's permitting process for new and expanding businesses
- To update the Department's website to reflect current data and improve the user experience
- To increase the City's sales tax revenue growth and tax base
- To continue our partnership with the Whittier Area Chamber of Commerce as well as the Los Angeles Economic Development Corporation, Small Business Development Center, California Manufacturing Technology Consulting, and others.
- To grow our social media presence (e.g. Facebook, Twitter, Instagram) for marketing.
- To promote areas to achieve a vibrant shopping, dining and/or entertainment experience
- To encourage job creation and utilization of SASSFA Work Source Center services by Whittier businesses

PERFORMANCE MEASURES

Measure	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Projected
Businesses visited	245	304	325	75	250
Broker's Brown Bag Lunch	1	1	2	0	4
Participate in economic development webinars, conferences & conventions	4	8	10	6	9
Coordinate business assistance seminars	9	9	9	9	9
Run "Shop Whittier" ads over (Thanksgiving weekend and Christmas)	2	2	2	2	2

City of Whittier

Economic Development (100-18-181-507)

	2013-14 <u>Actual</u>	2014-15 <u>Actual</u>	2015-16 <u>Budget</u>	2015-16 <u>Projected</u>	2016-17 <u>Adopted</u>
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 118,293	\$ 108,471	\$ 125,573	\$ 125,573	\$ 115,696
Maintenance and Operations	31,684	21,828	50,624	50,624	50,624
Grants	-	-	-	-	-
Total Expenditures	<u>149,977</u>	<u>130,299</u>	<u>176,197</u>	<u>176,197</u>	<u>166,320</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 149,977</u>	<u>\$ 130,299</u>	<u>\$ 176,197</u>	<u>\$ 176,197</u>	<u>\$ 166,320</u>
Expenditures and Transfers-Out By Source					
General Fund	149,977	130,299	176,197	176,197	166,320
Total Expenditures and Transfers-Out	<u>\$ 149,977</u>	<u>\$ 130,299</u>	<u>\$ 176,197</u>	<u>\$ 176,197</u>	<u>\$ 166,320</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 93,086	\$ 84,349	\$ 97,629	\$ 97,629	\$ 91,904
Employee Benefits	25,207	24,122	27,944	27,944	23,792
Total Employee Services	118,293	108,471	125,573	125,573	115,696
Dues, Memberships, License and Publications	943	880	1,700	1,700	1,700
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	19,138	5,844	13,000	13,000	13,000
Utilities	-	-	-	-	-
Miscellaneous Services	6,402	8,596	26,000	26,000	26,000
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	927	1,443	2,924	2,924	2,924
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	4,274	5,065	7,000	7,000	7,000
Total Maintenance and Operations	<u>31,684</u>	<u>21,828</u>	<u>50,624</u>	<u>50,624</u>	<u>50,624</u>
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>149,977</u>	<u>130,299</u>	<u>176,197</u>	<u>176,197</u>	<u>166,320</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 149,977</u>	<u>\$ 130,299</u>	<u>\$ 176,197</u>	<u>\$ 176,197</u>	<u>\$ 166,320</u>
Full Time Positions	1.0	1.0	1.0	1.0	1.0
Part Time Positions (Full Time Equivalent)	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
Total	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>



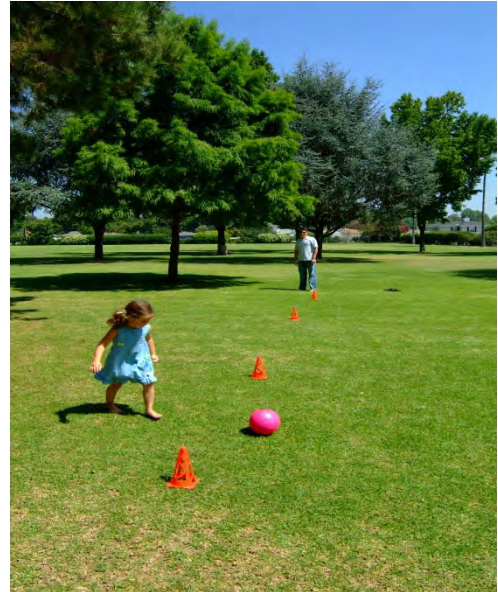
City of Whittier

Housing and Urban Development (HUD)

OVERVIEW

The United States Department of Housing and Urban Development (HUD) provides the City of Whittier with an allocation of Community Development Block Grant (CDBG) funds each year. As an entitlement grantee, the City receives the annual grant directly from HUD in an amount determined by a process of an allocation formula as established by Congress.

Under Title I of the Housing and Community Development Act of 1974, the CDBG program has as its primary objective to assist in "the development of viable urban communities, by providing decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low- and moderate-income." CDBG regulations require compliance with this objective by mandating that "not less than 70 percent of the CDBG aggregate of expenditures shall be for activities meeting the criteria under CDBG regulations for benefiting low- and moderate-income persons."



Activities supported by Whittier CDBG funds include housing rehabilitation programs, code enforcement, infrastructure improvements, public services and grant administration. CDBG regulations allow that a maximum of 15% of actual expenditures be made in the area of "Public Services." City sponsored activities within this category include graffiti abatement, social services and SASSFA. All of the above activities are also supplemented by funding from other sources of revenue.

Block Grant funds are typically expended on ongoing programs. Unlike other appropriations, CDBG appropriations may be continued and accumulated from year to year. Often, programs or projects are cancelled or reduced, or their budgets not fully expended, resulting in a balance of unspent funds at year-end. CDBG guidelines allow the appropriation of remaining funds to other projects through an action plan amendment process.

KEY GOALS

- Effectively utilize CDBG funds to maximize their impact on improvement of low- and moderate-income areas of the City
- Aid in the prevention or elimination of slums and blight
- Implement public improvement projects in CDBG eligible areas
- Provide funds for social service agencies serving low-income persons and families

City of Whittier

Housing and Urban Development (HUD)

PERFORMANCE MEASURES

Measure	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Estimated	FY 2016-17 Projected
Number of persons receiving fair housing Counseling (HRC)	165	182	150	150
Number of Code enforcement activities related to housing units	432	322	200	175
Number of Instances of Graffiti or Sticker Removal	6,633	7,874	7,500	7,500
Number of low- and moderate income citizens assisted by Social Service Organizations (SASSFA, First Day, Salvation Army)	1,479	971	875	875
Number of public facilities or infrastructure improved	0	1	1	1

City of Whittier

HUD/CDBG (267-18-182-501/502/03/05)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 275,448	\$ 299,539	\$ 347,745	\$ 347,745	\$ 359,621
Maintenance and Operations	100,183	133,033	92,227	92,227	93,979
Grants	259,773	267,038	288,029	288,029	290,238
Total Expenditures	635,404	699,610	728,001	728,001	743,838
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 635,404</u>	<u>\$ 699,610</u>	<u>\$ 728,001</u>	<u>\$ 728,001</u>	<u>\$ 743,838</u>
Expenditures and Transfers-Out By Source					
HUD Grant Fund	635,404	699,610	728,001	728,001	743,838
Total Expenditures and Transfers-Out	<u>\$ 635,404</u>	<u>\$ 699,610</u>	<u>\$ 728,001</u>	<u>\$ 728,001</u>	<u>\$ 743,838</u>
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 121,970	\$ 123,032	\$ 133,294	\$ 133,294	\$ 138,845
Employee Benefits	153,478	176,507	214,451	214,451	220,776
Total Employee Services	275,448	299,539	347,745	347,745	359,621
Dues, Memberships, License and Publications	-	910	892	892	892
Rentals	-	-	124	124	124
Taxes and Assessments	-	-	-	-	-
Insurance	529	2,381	2,524	2,524	2,409
Professional Services	50,166	95,248	99,954	99,954	99,954
Utilities	-	-	-	-	-
Miscellaneous Services	900	1,300	1,600	1,600	1,600
Repairs and Maintenance	2,336	2,362	2,417	2,417	2,417
Materials and Supplies	1,956	946	2,405	2,405	2,405
Service Credits	-	-	-	-	-
City Charges	37,147	37,147	37,147	37,147	37,147
Grants	259,773	267,038	288,029	288,029	290,238
Mobile Equipment Rental	5,985	5,985	4,477	4,477	4,477
Other	1,164	(13,246)	(59,313)	(59,313)	(57,446)
Total Maintenance and Operations	359,956	400,071	380,256	380,256	384,217
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>635,404</u>	<u>699,610</u>	<u>728,001</u>	<u>728,001</u>	<u>743,838</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 635,404</u>	<u>\$ 699,610</u>	<u>\$ 728,001</u>	<u>\$ 728,001</u>	<u>\$ 743,838</u>
Full Time Positions	2.0	2.0	2.0	2.0	2.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>

City of Whittier

Housing Rehabilitation

OVERVIEW

The Community Development Department is responsible for administering the Housing Rehabilitation Program whose purpose is to improve, rehabilitate and/or preserve housing within the City by providing economic incentives to low- and moderate-income persons for those purposes. This is achieved by facilitating low interest loans and/or deferred payment loans to eligible families who might otherwise be unable to obtain conventional home repair loans due to income limitations. The program was designed to provide loans for the correction of housing deficiencies in properties occupied by low and moderate income persons. The loans are also intended to deter neighborhood decline by providing financial incentives for improvement of housing in targeted areas with high levels of blighted property.

Loaned funds may be used for improvements such as roofing, plumbing, electrical, energy efficient windows, new stucco, interior and exterior painting, flooring and other repairs necessary to eliminate code violations, incipient code violations, slum-bligh conditions and to address community development objectives. Items that qualify as community objectives include: repairs that make the exterior of a building more attractive, weather resistant or easier to maintain; landscaping improvements more consistent with what is generally found in the City; dwelling and yard repairs that improve storm drainage; repairs to improve safety and security; improvements for increased energy/water efficiency; repairs and alterations to improve accessibility for handicapped occupants; repairs and alterations to eliminate functional and economic obsolescence; improvements to make a dwelling more supportive of today's life styles; and repairs that reduce general maintenance requirements of a property. HOME funds, are also used as a funding source for this program. The maximum loan is \$50,000, but may go up even higher with approval from the director.

The City also has three programs that provide grant funds for low- to moderate-income home owners. The Home Improvement Grant Program is for individuals who exceed the housing cost ratio or loan to value ratio making them ineligible for the loan program. This grant is \$10,000 and may be used for improvements necessary to maintain their home (eg. roofing, plumbing, painting). The City also funds a Minor Home Repair Grant Program and a Home Modification Grant Program.

KEY GOALS

- Improve the quality of Whittier's low- and moderate-income housing stock through provision of low interest and/or deferred home rehabilitation loans and grants
- Eliminate visual and economic blight
- Encourage private investment in the community
- Ensure development of real property to its highest and best use
- Promote the preservation and rehabilitation of existing housing stock occupied by low- and moderate-income persons
- Provide safe, decent and sanitary housing for low- and moderate-income persons

PERFORMANCE MEASURES

Measure	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Projected
Number of Home Improvement Loans or Grants processed	5	13	12	17
Number of Minor Home Repair Grants processed	6	3	0	13
Number of Minor Home Modification Grants processed	6	1	2	2

City of Whittier

Housing Rehabilitation (267-18-182-502)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 53,955	\$ 48,327	\$ 63,061	\$ 63,061	\$ 63,061
Maintenance and Operations	52,489	69,406	74,939	74,939	74,939
Service Credits	-	-	-	-	-
Total Expenditures	106,444	117,733	138,000	138,000	138,000
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 106,444	\$ 117,733	\$ 138,000	\$ 138,000	\$ 138,000
Expenditures and Transfers-Out By Source					
HUD Grant Fund	106,444	117,733	138,000	138,000	138,000
Total Expenditures and Transfers-Out	\$ 106,444	\$ 117,733	\$ 138,000	\$ 138,000	\$ 138,000
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 0	\$ 0	\$ 851	\$ 851	\$ 851
Employee Benefits	53,955	48,327	62,210	62,210	62,210
Total Employee Services	53,955	48,327	63,061	63,061	63,061
Dues, Memberships, License and Publications	-	125	125	125	125
Rentals	-	-	124	124	124
Taxes and Assessments	-	-	-	-	-
Insurance	261	-	-	-	-
Professional Services	29,914	47,825	51,353	51,353	51,353
Utilities	-	-	-	-	-
Miscellaneous Services	500	500	800	800	800
Repairs and Maintenance	1,166	1,179	1,149	1,149	1,149
Materials and Supplies	1,430	510	1,400	1,400	1,400
Service Credits	-	-	-	-	-
City Charges	19,218	19,218	19,218	19,218	19,218
Mobile Equipment Rental	-	-	-	-	-
Other	-	49	770	770	770
Total Maintenance and Operations	52,489	69,406	74,939	74,939	74,939
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	106,444	117,733	138,000	138,000	138,000
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 106,444	\$ 117,733	\$ 138,000	\$ 138,000	\$ 138,000
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	0.0	0.0	0.0	0.0	0.0

City of Whittier

CDBG Administration

OVERVIEW

The Community Development Block Grant (CDBG) Administration budget covers the costs of administering the CDBG grant program. Among the activities funded are annual audit costs, fair housing services and some personnel costs related to program administration.



General management and administration of the CDBG program includes new program development and promotion, public information and outreach, conducting environmental reviews, fair housing issues and provision of services related to community and economic development. In addition, monitoring activities to ensure program compliance and the preparation of programmatic planning and performance reports are the primary responsibility of Redevelopment and Housing Division staff.

Program guidelines allow up to 20% of the annual CDBG allocation to be spent on administrative costs.

KEY GOALS

During FY 2016-2017, the Division's key goals include:

- Maintain and enhance the quality of life for low- and moderate-income, disabled and senior citizens by using CDBG funds for programs that provide social services
- Aid in the prevention or elimination of blight
- Ensure that programs implemented benefit the low- and moderate-income residents in CDBG target areas
- Continue to provide loans for home rehabilitation through the Home Improvement Loan Program
- Continue to provide public infrastructure and public facility improvements

City of Whittier

CDBG Administration (267-18-182-503)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 48,306	\$ 55,064	\$ 63,030	\$ 63,030	\$ 63,030
Maintenance and Operations	41,441	68,764	72,570	72,570	72,570
Service Credits	-	-	-	-	-
Total Expenditures	<u>89,747</u>	<u>123,828</u>	<u>135,600</u>	<u>135,600</u>	<u>135,600</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 89,747</u>	<u>\$ 123,828</u>	<u>\$ 135,600</u>	<u>\$ 135,600</u>	<u>\$ 135,600</u>
Expenditures and Transfers-Out By Source					
HUD Grant Fund	89,747	123,828	135,600	135,600	135,600
Total Expenditures and Transfers-Out	<u>\$ 89,747</u>	<u>\$ 123,828</u>	<u>\$ 135,600</u>	<u>\$ 135,600</u>	<u>\$ 135,600</u>
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	48,306	55,064	63,030	63,030	63,030
Total Employee Services	48,306	55,064	63,030	63,030	63,030
Dues, Memberships, License and Publications	-	785	767	767	767
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	20,252	47,423	48,601	48,601	48,601
Utilities	-	-	-	-	-
Miscellaneous Services	400	800	800	800	800
Repairs and Maintenance	1,170	1,183	1,268	1,268	1,268
Materials and Supplies	526	436	1,005	1,005	1,005
Service Credits	-	-	-	-	-
City Charges	17,929	17,929	17,929	17,929	17,929
Mobile Equipment Rental	-	-	-	-	-
Other	1,164	208	2,200	2,200	2,200
Total Maintenance and Operations	41,441	68,764	72,570	72,570	72,570
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>89,747</u>	<u>123,828</u>	<u>135,600</u>	<u>135,600</u>	<u>135,600</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 89,747</u>	<u>\$ 123,828</u>	<u>\$ 135,600</u>	<u>\$ 135,600</u>	<u>\$ 135,600</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>

City of Whittier

Code Enforcement

OVERVIEW

The Code Enforcement division of the Police Department is responsible for enforcement of the Whittier Municipal Code with regard to public nuisances, safety and zoning violations. Activities of the Unit include enforcement of property maintenance codes, abandoned or inoperable vehicles and coordination with other City departments to maintain the appearance of alleyways. Code Enforcement Officers (CEO's) have the authority to issue administrative citations for certain violations of the Municipal Code. Further enforcement of Municipal Code violations are pursued through involvement of the City Attorney and the Los Angeles County District Attorney's Office.

Community Development Block Grant (CDBG) funds have enabled this unit to pursue its mission. Two (2) Code Enforcement Officers are fully funded utilizing CDBG funds. In addition, the Code Enforcement Secretary and Code Enforcement Supervisor are also partially funded through CDBG. The CDBG area is the subject of proactive assessment and enforcement action. Currently, residences within the CDBG area are being assessed from the street view to identify the properties that reveal substandard and blighted conditions. Property owners, tenants and/or property managers are then contacted and requested to bring the properties into voluntary compliance. If properties continue to be non-compliant, property owners, tenants and/or property managers receive administrative citations or face legal action.

Code Enforcement also employs an additional three (3) full-time Code Enforcement Officers. One CEO is assigned to alley sanitation enforcement. The remaining two CEO's are assigned to address all types of violations on a reactive basis within the four Public Service Areas within the City.

KEY GOALS

- Provide a healthier, safer environment for housing the citizens of the City of Whittier;
- Promote public awareness of property maintenance codes;
- Obtain a high degree of resident and business compliance of specific municipal codes, thereby improving property value.

City of Whittier

Code Enforcement (267-18-182-505)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 173,187	\$ 196,148	\$ 221,654	\$ 221,654	\$ 233,530
Maintenance and Operations	6,253	(5,137)	(55,282)	(55,282)	(53,530)
Service Credits	-	-	-	-	-
Total Expenditures	<u>179,440</u>	<u>191,011</u>	<u>166,372</u>	<u>166,372</u>	<u>180,000</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 179,440</u>	<u>\$ 191,011</u>	<u>\$ 166,372</u>	<u>\$ 166,372</u>	<u>\$ 180,000</u>
Expenditures and Transfers-Out By Source					
HUD Grant Fund	179,440	191,011	166,372	166,372	180,000
Total Expenditures and Transfers-Out	<u>\$ 179,440</u>	<u>\$ 191,011</u>	<u>\$ 166,372</u>	<u>\$ 166,372</u>	<u>\$ 180,000</u>
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 121,970	\$ 123,032	\$ 132,443	\$ 132,443	\$ 137,994
Employee Benefits	51,217	73,116	89,211	89,211	95,536
Total Employee Services	<u>173,187</u>	<u>196,148</u>	<u>221,654</u>	<u>221,654</u>	<u>233,530</u>
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	268	2,381	2,524	2,524	2,409
Professional Services	-	-	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	-	-	-	-	-
Service Credits	-	-	-	-	-
City Charges	-	-	-	-	-
Mobile Equipment Rental	5,985	5,985	4,477	4,477	4,477
Other	-	(13,503)	(60,643)	(62,283)	(60,643)
Total Maintenance and Operations	<u>6,253</u>	<u>(5,137)</u>	<u>(55,282)</u>	<u>(55,282)</u>	<u>(53,530)</u>
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>179,440</u>	<u>191,011</u>	<u>166,372</u>	<u>166,372</u>	<u>180,000</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 179,440</u>	<u>\$ 191,011</u>	<u>\$ 166,372</u>	<u>\$ 166,372</u>	<u>\$ 180,000</u>
Full Time Positions	2.0	2.0	2.0	2.0	2.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>

City of Whittier

HOME Program

OVERVIEW

The HOME program is federally funded and designed to assist low- and very low-income families in securing affordable housing. A jurisdiction receiving HOME funds makes the decision on which specific programs to fund. HOME funds are limited to expenditures on housing programs. Up to 10% of each year's HOME allocation can be used for administrative expenses and 15% is reserved for a Community Housing Development Organization (CHDO).

In the past, HOME funds have been used on home rehabilitation loans, multi-family rehabilitation of rental units and CHDO projects.

Pursuant to the City's current Action Plan, HOME funds will continue to be used for funding owner-occupied rehabilitation loans citywide as an extension of the City's existing programs. In addition, funds will be considered for the use of non-profit housing development and the establishment of affordable rental housing units. In this regard, the City was pleased to partner with LINC Community Development Corporation for the development of Mosaic Gardens, a new 21-unit project at the intersection of Philadelphia Street and Pickering Avenue (pictured below) with occupancy in Late 2012.

KEY GOALS

- Provide affordable housing for low-income families



PERFORMANCE MEASURES

Measure	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Projected
Number of loans processed	4	5	6	5
Other Housing Units Assisted	0	0	0	5-8

City of Whittier

HOME Program (269-18-183-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 24,238	\$ 24,579	\$ 22,479	\$ 22,479	\$ 23,760
Maintenance and Operations	260	260	1,000	1,000	1,000
Grants	396,015	195,541	261,313	241,313	272,845
Total Expenditures	420,513	220,380	284,792	264,792	297,605
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ <u>420,513</u>	\$ <u>220,380</u>	\$ <u>284,792</u>	\$ <u>264,792</u>	\$ <u>297,605</u>
Expenditures and Transfers-Out By Source					
HUD Grant Fund	420,513	220,380	284,792	264,792	297,605
Total Expenditures and Transfers-Out	\$ <u>420,513</u>	\$ <u>220,380</u>	\$ <u>284,792</u>	\$ <u>264,792</u>	\$ <u>297,605</u>
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	24,238	24,579	22,479	22,479	23,760
Total Employee Services	24,238	24,579	22,479	22,479	23,760
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	260	260	1,000	1,000	1,000
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	-	-	-	-	-
City Charges	-	-	-	-	-
Grants	396,015	195,541	261,313	241,313	272,845
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	396,275	195,801	262,313	242,313	273,845
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	420,513	220,380	284,792	264,792	297,605
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ <u>420,513</u>	\$ <u>220,380</u>	\$ <u>284,792</u>	\$ <u>264,792</u>	\$ <u>297,605</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>

City of Whittier

Non-Housing Capital Projects

OVERVIEW

The former Whittier Redevelopment Agency issued tax allocation bonds to finance various redevelopment projects. In addition, the Whittier Public Financing Authority previously issued revenue bonds and loaned the proceeds to the Former Agency to finance redevelopment projects. Pursuant to ABX126 (enacted in June 2011), as modified by the California Supreme Court's decision in *California Redevelopment Association, et al. v. Ana Matosantos, et al.*, 53 Cal.4th 231 (2011), the Former Agency was dissolved as of February 1, 2012. Subsequently, the Successor Redevelopment Agency and the City enter into an agreement to provide for the transfer of the Bond Proceeds to the City to complete projects in compliance with the bond covenants. The proceeds transfer was approved by the Oversight Board and the DOF.

The following table summarized the 16 projects by redevelopment project area and the estimated bond funds allocated to the project.

Project No.	Project Title	Approximate Construction Start Date	Allocated Bond Funds
Earthquake Recovery Project Area			
1	Uptown Whittier Parking Structure	December 2017	\$9,200,000
2	Uptown Whittier Parking Meters Project	December 2016	\$500,000
3	Bailey Street Water Main Upgrade	January 2018	\$787,500
4	Comstock Ave Water Main Upgrade	December 2017	\$315,000
5	Uptown Whittier Streetscape Beautification	December 2017	\$1,211,788
6	Walnut Street Reconstruction/Water Main Project	December 2018	\$500,000
Greenleaf Avenue/Uptown Project Area			
7	La Cuarta Street Sewer Upgrade	December 2016	\$150,000
8	Comstock Ave Widening Project	December 2016	\$120,000
9	Walnut Street Reconstruction/Water Main Project	December 2018	\$1,500,000
Whittier Boulevard Project Area			
10	Penn Street/Whittier Boulevard or Philadelphia Street/Whittier Boulevard Traffic Signal Project	December 2017	\$75,000
11	Penn Street/Whittier Boulevard or Sorenson Ave/Whittier Boulevard Traffic Signal Widening Project	December 2017	\$50,000
12	Elmer Ave Realignment	December 2017	\$1,640,250
Whittier Commercial Corridor Project Area			
13	Nelles Mixed Use Project	December 2017	\$2,000,000
14	Penn Street/Whittier Boulevard or Whittier Boulevard/Philadelphia Street Traffic Signal Project	December 2017	\$75,000
15	Penn Street/Whittier Boulevard or Whittier Boulevard/Sorenson Avenue Traffic Signal Project	December 2017	\$50,000

City of Whittier

Non-Housing Capital Projects (638-18-184-210)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	271,133	13,875,655
Total Expenditures	-	-	-	271,133	13,875,655
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ -	\$ -	\$ -	\$ 271,133	\$ 13,875,655
Expenditures and Transfers-Out By Source					
Non-Housing Project Fund	-	-	-	271,133	13,875,655
Total Expenditures and Transfers-Out	\$ -	\$ -	\$ -	\$ 271,133	\$ 13,875,655
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	-	-	-
Total Employee Services	-	-	-	-	-
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	-	-	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	-	-	-	-	-
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	-	-	-	-	-
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	271,133	13,875,655
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	-	-	-	271,133	13,875,655
Total Expenditures and Transfers-Out	\$ -	\$ -	\$ -	\$ 271,133	\$ 13,875,655
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	0.0	0.0	0.0	0.0	0.0



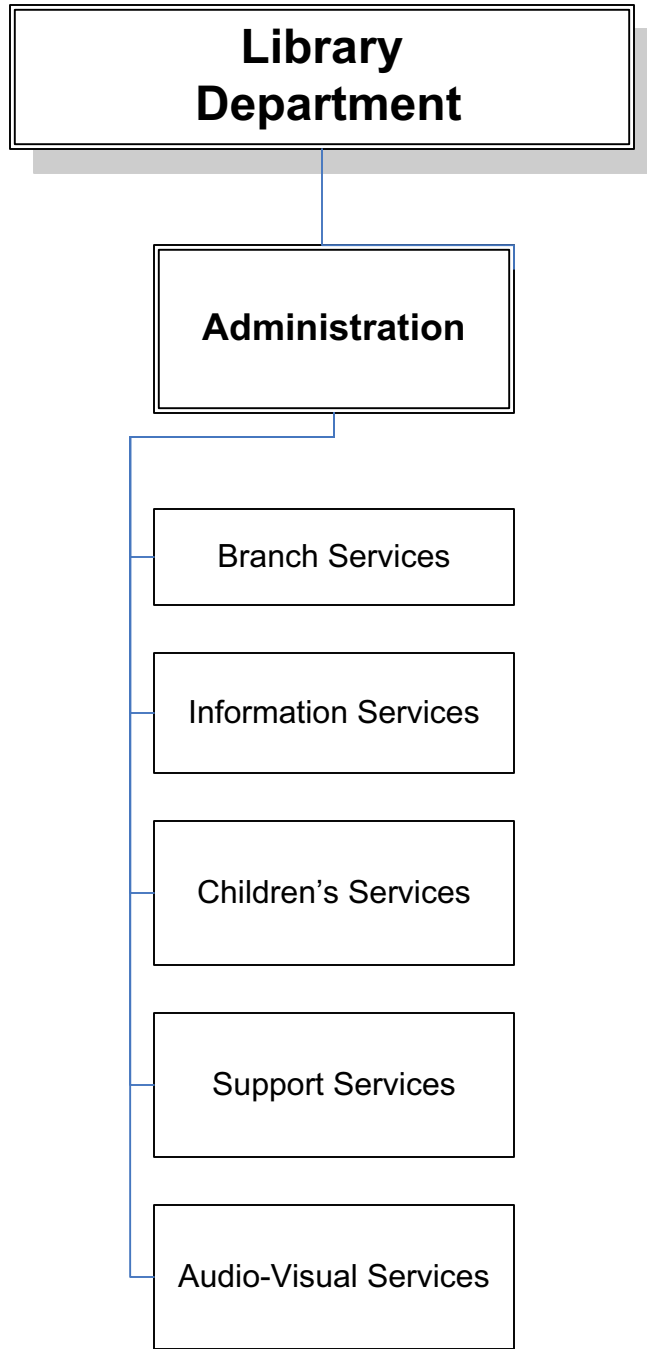
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City of Whittier

Whittier Public Library

- *Public Library*
- *Library Grant*

Public Library

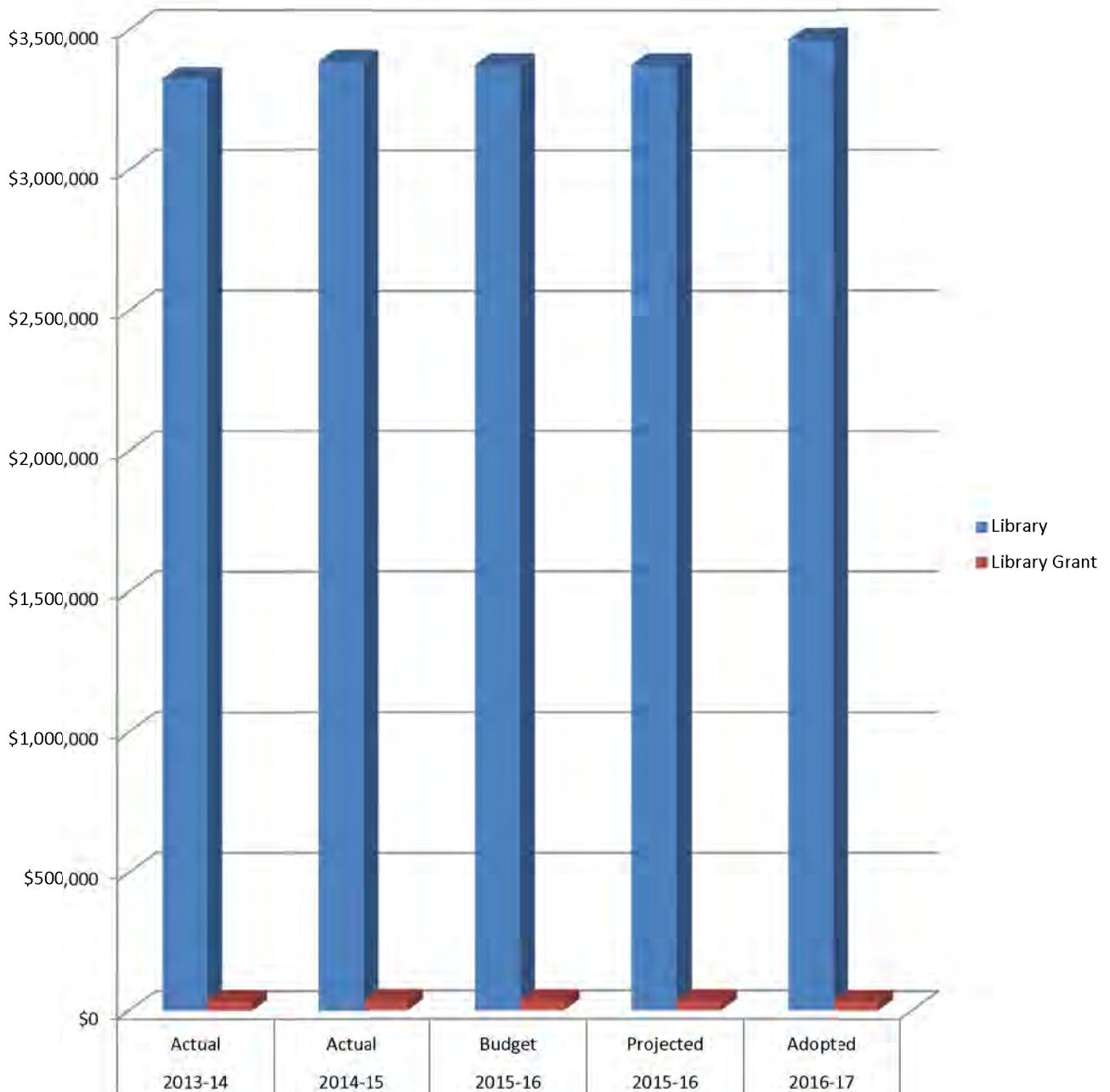
Organization Chart



City of Whittier

Whittier Public Library

Division/Cost Center	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
Library	\$ 3,326,467	\$ 3,389,556	\$ 3,378,463	\$ 3,378,463	\$ 3,468,408
Library Grant	35,508	35,508	35,508	35,508	35,448



City of Whittier

Whittier Public Library

OVERVIEW

The Whittier Public Library, with over 100 years of service, is the City's most popular resource for learning and information. Library patrons take advantage of over 320,000 items in many formats which represent a broad range of ideas and viewpoints. Without question, the Library possesses one of the best collections in the area including the Whittier History, Local Authors and Whittier Hills Archives. In addition, the Library provides public access to personal computers, free Internet access and wifi, Homework Center for students and their families, a mobility center, family Literacy Center, and subscribes to a growing number of on-line databases. The Library has been developing downloadable e-resources in book, magazine, and audio book format. The library completed the expansion and renovation of the Whittwood Branch Library which opened on December 1, 2012. The Library continues to operate the Veterans Resource Center at the central library, which is equipped to provide educational, health services, legal, and housing resources and referrals to veterans. The library continues to digitize maps, photographs, newspapers, and oral histories for our local history website.

Professional staff at the Central Library and the Whittwood Branch Library offers a variety of services and programs in both Adult and Children's Services. The library continues to evaluate print and non-print materials to enhance patron experience and access to information. Public and Information Services provide reference research on all subjects, Internet training, access to statewide reference centers and a variety of cultural and educational programs for library patrons. After-hours programs and special author/guest speakers visits supported by Whittier Public Library Foundation, Friends of the Library, and other local organizations define the library as a cultural hub in the community. Learning and literacy are the primary focus for Children's Services. Children's programming includes outreach and regular school visits, story time, the Summer Reading program with over 5,000 participants throughout the summer, after-school programs and a state-of-the-art Homework Center. The "Read to a Dog" program is one of the most popular regular programs at the library. Also, the library has responded to the need for Young Adult programming by offering movies, book discussions, and fun activities for that age group.

Last year, more than 600,000 people visited the Library, 524,000 items were borrowed, 6,542 new library cards issued, 211,200 reference questions answered and 32,000 children participated in the various programs offered by the Library.

In addition, the Central Library is a certified passport acceptance facility. The Library provides full service Passport Application Processing Services including passport photos. Applications for passports are available in Central Library.

KEY GOALS

- Enhance public services, resources and programs to sustain the current and future needs of a diverse community
- Implement goals and objectives in the plan of service and work plan established in FY 2016-17 based on the Library's vision and mission statement.

City of Whittier

Whittier Public Library

PERFORMANCE MEASURES

Measure	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Projected
e-book checkout	1,467	1,884	2,400	3,000
Children's program attendance	n/a	41,353	46,036	50,600
Young Adult program attendance	n/a	857	980	1,150
Adult program attendance	n/a	2,154	3,701	5,000

City of Whittier

Whittier Public Library (100-21-211-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 2,314,245	\$ 2,405,580	\$ 2,480,122	\$ 2,480,122	\$ 2,570,115
Maintenance and Operations	1,005,756	983,976	898,341	898,341	898,293
Capital Outlay	6,466	-	-	-	-
Total Expenditures	<u>3,326,467</u>	<u>3,389,556</u>	<u>3,378,463</u>	<u>3,378,463</u>	<u>3,468,408</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 3,326,467</u>	<u>\$ 3,389,556</u>	<u>\$ 3,378,463</u>	<u>\$ 3,378,463</u>	<u>\$ 3,468,408</u>
Expenditures and Transfers-Out By Source					
General Fund	3,326,467	3,389,556	3,378,463	3,378,463	3,468,408
Total Expenditures and Transfers-Out	<u>\$ 3,326,467</u>	<u>\$ 3,389,556</u>	<u>\$ 3,378,463</u>	<u>\$ 3,378,463</u>	<u>\$ 3,468,408</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 1,802,200	\$ 1,858,465	\$ 1,899,625	\$ 1,899,625	\$ 1,952,342
Employee Benefits	512,045	547,115	580,497	580,497	617,773
Total Employee Services	<u>2,314,245</u>	<u>2,405,580</u>	<u>2,480,122</u>	<u>2,480,122</u>	<u>2,570,115</u>
Dues, Memberships, License and Publications	1,203	1,135	2,205	2,205	2,205
Rentals	-	-	200	200	200
Taxes and Assessments	-	-	-	-	-
Insurance	14,471	12,976	12,911	12,911	12,363
Professional Services	58,766	45,639	46,572	46,572	46,572
Utilities	35,644	30,341	45,573	45,573	45,573
Miscellaneous Services	2,889	2,260	2,400	2,400	2,400
Repairs and Maintenance	450,209	447,690	448,839	448,839	448,839
Materials and Supplies	344,860	348,618	331,840	331,840	332,340
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	13,769	10,230	7,801	7,801	7,801
Total Maintenance and Operations	<u>921,811</u>	<u>898,889</u>	<u>898,341</u>	<u>898,341</u>	<u>898,293</u>
Capital Outlay	6,466	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>3,242,522</u>	<u>3,304,469</u>	<u>3,378,463</u>	<u>3,378,463</u>	<u>3,468,408</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	83,945	85,087	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>83,945</u>	<u>85,087</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 3,326,467</u>	<u>\$ 3,389,556</u>	<u>\$ 3,378,463</u>	<u>\$ 3,378,463</u>	<u>\$ 3,468,408</u>
Full Time Positions					
	22.0	22.0	22.0	22.0	22.0
Part Time Positions (Full Time Equivalent)					
	18.3	18.3	20.2	20.2	20.2
Total	<u>40.3</u>	<u>40.3</u>	<u>42.2</u>	<u>42.2</u>	<u>42.2</u>



City of Whittier

Whittier Public Library Grant

OVERVIEW

The Public Library Grant Fund, was enacted with the passage of SB 358 and implemented in 1983. At that time, the California Legislature declared "that the public library is a supplement to the formal system of free public education and a source of information and inspiration to persons of all ages, cultural backgrounds, economic status and a resource of continuing education and re-education beyond the years of formal education, and as such deserves adequate financial support from government at all levels."

Under this legislation, all eligible public libraries in California receive a yearly allocation from the fund based upon each jurisdiction's population. The allocation varies each fiscal year depending on the level at which the program has been funded for the year. To remain eligible for the Public Library Grant Fund, a library must maintain its local level of funding. In addition, grant funds must be used to augment library services and cannot be used for capital construction projects. However, this past fiscal year due to State budget reduction, libraries did not receive Public Library Funds.

The Library continues to explore and secure grant funding from the federal Library Services and Technology Act (LSTA) funds and community organizations to support and expand programs and services to enhance the experiences of the Library patrons. Some of the examples of these grants are the Library's Homework Center, the dispensing machine for library materials, Summer Reading and other programs and cultural events to complement the ongoing services and programs at the Library.

KEY GOALS

- Implement goals and objectives in the plan of service and work plan established in FY 2016-17 based on the Library's vision and mission statement.
- Continue to augment the Veterans Resource Center to provide ongoing resources for veterans.
- Implement grants to enhance the Whittier historical collection.



Celebration of Summer Reading Program – Parnell Park – Summer 2015

City of Whittier

Whittier Public Library Grant

PERFORMANCE MEASURES

During the past fiscal year, the following significant projects were completed:

1. The library completed and implemented the Children's department subsite of the library's website through the support of the Friends of the Library.
2. Through several grants from organizations and federal agencies the library has been able to enhance services and programs for the community.

City of Whittier

Whittier Public Library - Grant (260-21-212-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 31,574	\$ 31,574	\$ 31,574	\$ 31,574	\$ 31,574
Maintenance and Operations	3,934	3,934	3,934	3,934	3,874
Capital Outlay	-	-	-	-	-
Total Expenditures	<u>35,508</u>	<u>35,508</u>	<u>35,508</u>	<u>35,508</u>	<u>35,448</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 35,508</u>	<u>\$ 35,508</u>	<u>\$ 35,508</u>	<u>\$ 35,508</u>	<u>\$ 35,448</u>
Expenditures and Transfers-Out By Source					
Library Grant Fund	35,508	35,508	35,508	35,508	35,448
Total Expenditures and Transfers-Out	<u>\$ 35,508</u>	<u>\$ 35,508</u>	<u>\$ 35,508</u>	<u>\$ 35,508</u>	<u>\$ 35,448</u>
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	31,574	31,574	31,574	31,574	31,574
Total Employee Services	<u>31,574</u>	<u>31,574</u>	<u>31,574</u>	<u>31,574</u>	<u>31,574</u>
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	-	-	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	-	-	-	-	-
City Charges	-	-	-	-	-
Grants	-	-	-	-	-
Mobile Equipment Rental	3,934	3,934	3,934	3,934	3,874
Other	-	-	-	-	-
Total Maintenance and Operations	<u>3,934</u>	<u>3,934</u>	<u>3,934</u>	<u>3,934</u>	<u>3,874</u>
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>35,508</u>	<u>35,508</u>	<u>35,508</u>	<u>35,508</u>	<u>35,448</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 35,508</u>	<u>\$ 35,508</u>	<u>\$ 35,508</u>	<u>\$ 35,508</u>	<u>\$ 35,448</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>



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City of Whittier

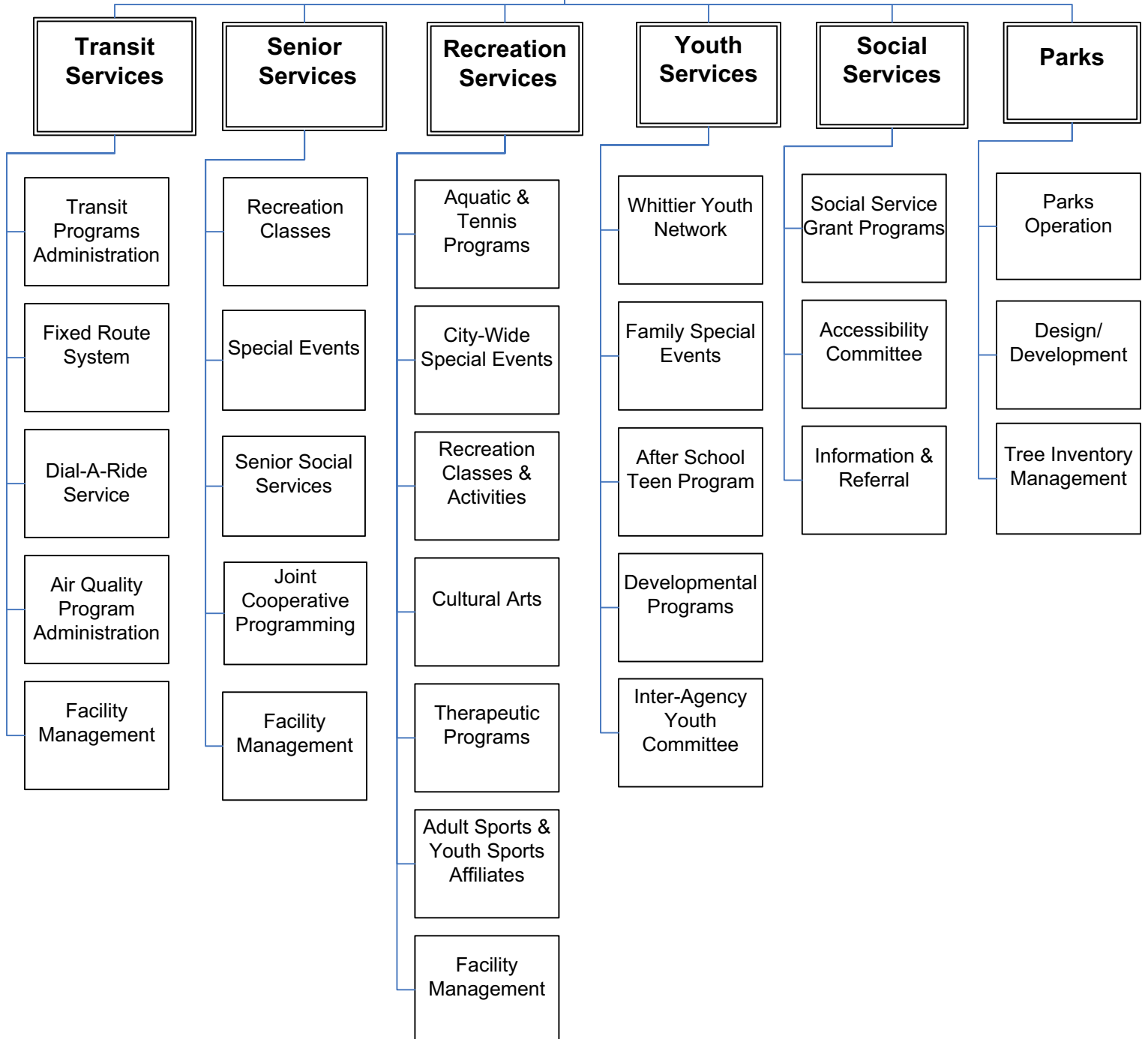
Parks, Recreation and Community Services

- *Parks*
- *Community Services Administration*
- *Patriotic Events*
- *Social Services*
- *Air Quality Improvement*
- *Proposition A – Transit*
 - *Administration*
 - *Dial-A-Ride Program*
 - *Fixed-Route Bus System*
 - *Historic Whittier Depot*
 - *Incentive Program*
- *Proposition C – Transit*
 - *Transit Services*
 - *Fixed-Route Bus System*
 - *Administration*
 - *Project Access*
 - *Greenway Trail Management*
 - *Recreation Transit*
 - *COG Assessment*
 - *Taxi Voucher*
 - *La Habra Dial-A-Ride*
- *Measure R*

Parks, Recreation and Community Services

Organization Chart

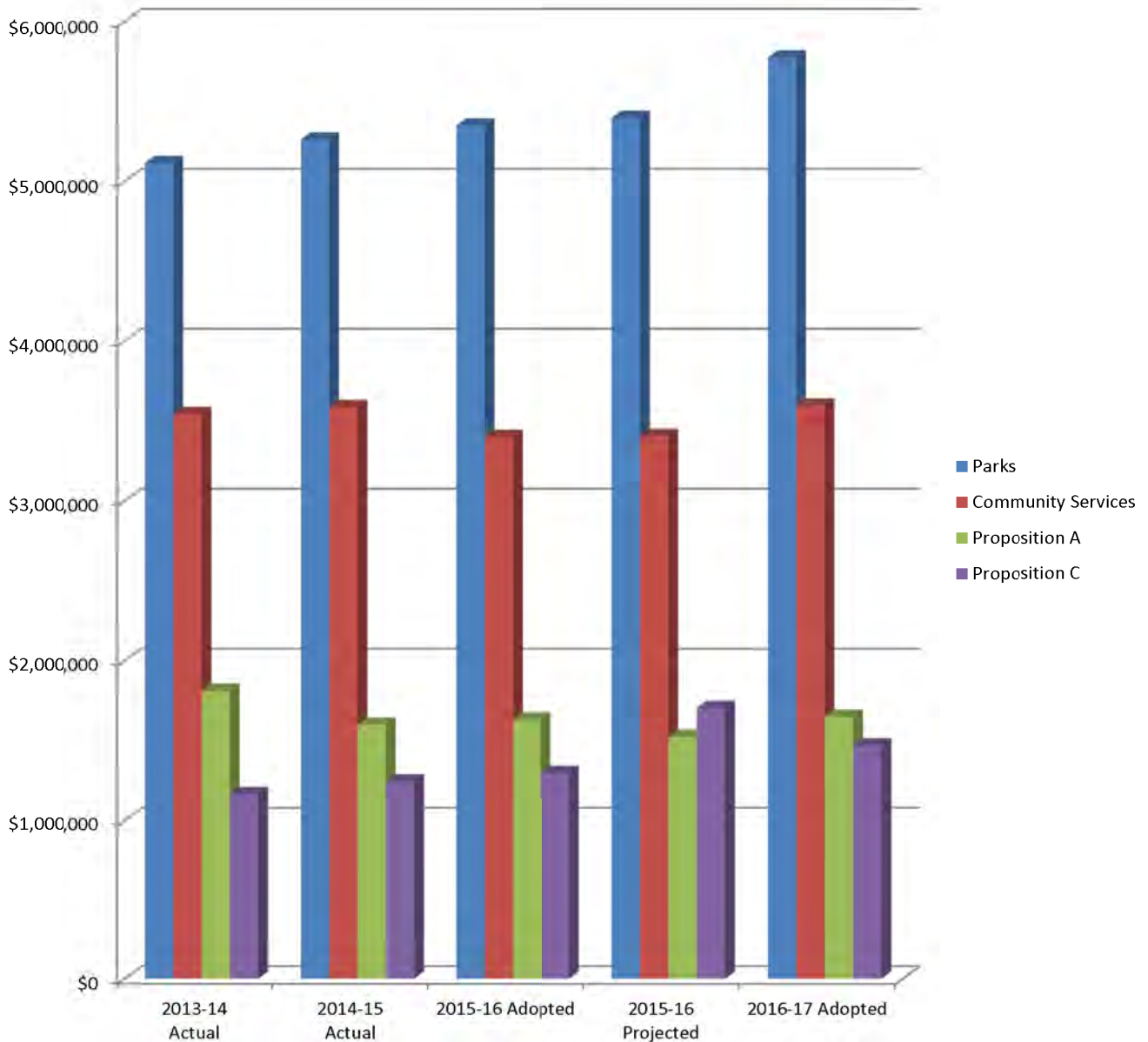
Parks, Recreation and Community Services Department



City of Whittier

Parks, Recreation and Community Services Department

Division/Cost Center	2013-14 Actual	2014-15 Actual	2015-16 Adopted	2015-16 Projected	2016-17 Adopted
Parks	\$ 5,116,229	\$ 5,262,025	\$ 5,351,157	\$ 5,398,658	\$ 5,775,267
Community Services	3,546,033	3,589,355	3,404,421	3,408,373	3,599,531
Proposition A	1,815,804	1,606,331	1,635,504	1,521,809	1,654,038
Proposition C	1,171,391	1,248,670	1,296,250	1,708,891	1,469,899



City of Whittier

Parks Division

OVERVIEW

The Parks Division is responsible for the maintenance of all City parks, the Senior Center complex, which includes the County of Los Angeles Health Department grounds, landscaped public grounds, street medians, street trail ends, Greenway Trail and the Uptown Historic District which includes the landscaped parking lots and gallerias. In addition, the Division is responsible for planting and maintaining parkway trees throughout the City and parkway weed abatement. Parks is also responsible for studying, planning and coordinating construction or renovation of parks and landscaped facilities and acting as a review and inspection agency for private development, Public Works landscape and irrigation installations and Art in Public Places projects throughout the City.

The City has twenty (20) park areas including the Whittier Historic Depot, four (4) community parks; Palm, Parnell, Michigan and Penn, two (2) wilderness parks; Murphy Ranch Park and Hellman Park and the York Field sports complex. The remaining parks are smaller neighborhood parks. In addition to City owned parks, Parks maintains non-owned facilities such as Founders Memorial Park and two (2) decorative fountains; Beverly (Hoover) Fountain and Nixon Fountain and the new Off-Leash Dog Park. These functions are accomplished through in-house and contracted labor.



KEY GOALS

- Provide continuous park evaluation and improvements by the utilization of Park Development Fees/Quimby funds/CDBG funds.
- Provide sustainable urban forest tree management through a geographic based tree trimming cycle and the continued use of the Parkway Tree Manual.
- Develop, manage and execute planned and preventative maintenance programs and improvements to the Greenway Trail.
- Promote technology based water management practices to achieve efficient and effective water conservation in city parks and trails.
- Continue installation of amenities on the Greenway Trail, such as Fit Fact signs, educational panels, and landscape screening along the length of the Trail.
- Plans for the expansion of the Greenway Trail East to Leffingwell Road.
- Review and inspect plans and construction for the expansion of the Greenway Trail East parking lot and installation of extension.

City of Whittier

Parks Division

PERFORMANCE MEASURES

Measure	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Projected
Percent of total City trees trimmed annually	20%	20%	20%	25%
Number of trees replaced within the City	300	320	300	150
Number of tree-related service requests addressed	800	900	900	1,000
	Dry year	Dry year	Dry year	Drought conditions

City of Whittier

Parks (100-22-22x-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 2,600,014	\$ 2,816,514	\$ 2,941,382	\$ 2,966,382	\$ 3,070,465
Maintenance and Operations	2,418,662	2,391,510	2,338,075	2,342,731	2,675,802
Capital Outlay	97,553	54,001	71,700	89,545	29,000
Total Expenditures	<u>5,116,229</u>	<u>5,262,025</u>	<u>5,351,157</u>	<u>5,398,658</u>	<u>5,775,267</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 5,116,229</u>	<u>\$ 5,262,025</u>	<u>\$ 5,351,157</u>	<u>\$ 5,398,658</u>	<u>\$ 5,775,267</u>
Expenditures and Transfers-Out By Source					
General Fund	5,116,229	5,262,025	5,351,157	5,398,658	5,775,267
Total Expenditures and Transfers-Out	<u>\$ 5,116,229</u>	<u>\$ 5,262,025</u>	<u>\$ 5,351,157</u>	<u>\$ 5,398,658</u>	<u>\$ 5,775,267</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 1,879,584	\$ 1,998,942	\$ 2,045,604	\$ 2,070,604	\$ 2,146,121
Employee Benefits	720,430	817,572	895,778	895,778	924,344
Total Employee Services	<u>2,600,014</u>	<u>2,816,514</u>	<u>2,941,382</u>	<u>2,966,382</u>	<u>3,070,465</u>
Dues, Memberships, License and Publications	4,835	4,444	6,993	6,993	6,993
Rentals	157,793	157,793	162,930	162,930	162,930
Taxes and Assessments	343	589	316	316	316
Insurance	114,358	115,361	266,629	266,629	296,802
Professional Services	845,225	817,199	890,017	890,017	1,075,257
Utilities	646,953	659,802	522,218	522,218	532,218
Miscellaneous Services	1,761	-	3,000	3,000	3,000
Repairs and Maintenance	199,969	200,424	199,435	200,891	199,435
Materials and Supplies	169,610	159,180	166,682	169,882	170,682
City Charges	-	-	-	-	-
Mobile Equipment Rental	262,590	266,925	106,406	106,406	154,720
Other	2,295	2,410	1,449	1,449	1,449
Total Maintenance and Operations	<u>2,405,732</u>	<u>2,384,127</u>	<u>2,326,075</u>	<u>2,330,731</u>	<u>2,603,802</u>
Capital Outlay	48,606	54,001	36,700	60,500	29,000
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>5,054,352</u>	<u>5,254,642</u>	<u>5,304,157</u>	<u>5,357,613</u>	<u>5,703,267</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	12,930	7,383	12,000	12,000	72,000
Capital Outlay	48,947	-	35,000	29,045	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>61,877</u>	<u>7,383</u>	<u>47,000</u>	<u>41,045</u>	<u>72,000</u>
Total Expenditures and Transfers-Out	<u>\$ 5,116,229</u>	<u>\$ 5,262,025</u>	<u>\$ 5,351,157</u>	<u>\$ 5,398,658</u>	<u>\$ 5,775,267</u>
Full Time Positions					
	32.0	32.0	32.0	32.0	32.0
Part Time Positions (Full Time Equivalent)					
	10.8	10.8	11.8	11.8	11.8
Total	<u>42.8</u>	<u>42.8</u>	<u>43.8</u>	<u>43.8</u>	<u>43.8</u>

City of Whittier

Community Services

OVERVIEW

Community Services is comprised of four (4) divisions: Recreation which includes Cultural Arts, Senior Services including Social Services, Transit and Youth Services. There are 20 full-time employees and approximately 160 part-time employees to manage facilities and implement programs.

Recreation

The primary function of the Recreation Division is to administer and operate all City sponsored recreational activities and management of recreation facilities. These programs include: aquatics, featuring a variety of classes and recreation swimming for ages 18 months through adult; tennis, which in addition to classes, includes the Gene Jung Mid-Winter Tournament held annually in January for youth 12 to 18 years; and sports programs, which include adult sports leagues and serving as liaison to the various private, non-profit youth sports teams through the Youth Sports Committee to coordinate practice and play fields. Other programs include: Youth Theatre, which involves the entire family in producing popular shows open to the community; Therapeutic Recreation, for our residents who have disabilities and participation in the Special Olympics Program; instructional and leisure classes, offering a variety of activities and subjects for all ages and all interests. Various community events are also offered such as the annual Eggxtravaganza, Community Health Faire, Movies in the Park, ribbon cutting's, concerts in the park and family night's.

**Parks
Make
Life
Better!**



City of Whittier

Community Services

Cultural Arts

The City of Whittier has a strong art component, making an effort to have fine art pieces and arts events easily available to the public. One of the most popular events is the annual Concerts in the Park series, which offers free concerts in a variety of musical styles during July and August. Another program is the Lobby Art Exhibits, which features art pieces displayed in the lobbies of City Hall and Parnell Park; each exhibit runs for approximately six weeks, and features a variety of media. A special outdoor art exhibit, the Street Banner Program, is displayed along City streets during the Summer, with a special theme for each year. The City, through its Cultural Arts Commission, also works with the Whittier Cultural Arts Foundation to provide additional artworks and art events within the community.



Cultural Arts Commission

The Cultural Arts Commission continued to host the summer Emerging Arts program during the concert series. Whittier Nights at the Hollywood Bowl continues to be a huge draw. The Commission hosted the third annual Photography Contest, "The Big Picture", with over 60 photos submitted for this year's contest. "Arts Connect", a newly established subcommittee of the Commission is up and running and sharing activities that art agencies are hosting. The Commission also continued the emerging arts program with a display of 500 birdhouses displayed at the summer concerts. Birdhouses were painted by residents throughout the summer concerts and then displayed at the final concert. The Commission also revitalized the "W" Art Show with 25 Artist that displayed their art for the community to enjoy free of charge.

Cultural Arts Foundation

Collaboration between the City, the Commission and the Foundation continues grow and strengthen. In addition to their annual events and fundraisers, the Banner program received 589 submissions with 100 banners showcased throughout the city. This year's theme was "My Whittier Adventure".



City of Whittier

Community Services

Whittier Community Foundation

The Whittier Community Foundation continues to support the Community. This year, the Foundation played an instrumental role with the renovation of the York Field Playground. Fundraising efforts continue throughout the year with the assistance of the Parks, Recreation and Community Services Department.



Adult Sports

The Adult Sports Division continues to flourish. This past year, over 195 teams participated in the Adult Softball program, with over 3,100 adults playing ball. Teams battle for the championship title each fall, spring and summer season out at York Field. Games are held Wednesday, Thursday, Fridays and Sundays. The leagues consist of Men's and Co-ed divisions. With 195 teams involved we are able to generate over \$100,000 in revenue. In December we also hosted the Toys for Whittier Softball tournament with each team donating 10 toys. All gifts went to the Whittier Police Toy Drive.



City of Whittier

Community Services

Youth Services

The Youth Services Division is responsible for providing quality developmental and recreational programming. Programs include the Whittier Youth Network (WYN Club), an afterschool and summer program for children in the second through fifth grades, which includes a variety of enrichment programs, along with Family Nights and field trips. Two Summer Day Camp programs for young people 5 to 12 years are also offered, featuring a variety of activities. The



afterschool program serves over 500 youth on a daily basis, with day camps serving 220 eager campers. Summer WYN Club served 295 youth on a daily basis. The Youth Services Division also offers the "Volunteer" summer program. Thirty youth ages 14-17 volunteered at various, camps, community events, Senior Citizen and WYN Club Programs. In addition, the Youth Services Division partners with the SKILLS Organization to present "Friday Forum," a dance and social program held at the Community Center for young people in grades 6

through 8. They also partner with the SKILLS Organization to provide two fee based afterschool programs in the unincorporated areas of Whittier.

Senior Services

The Senior Services Division offers adults, ages 55 years and over, programs and services such as dances, tax preparation assistance, nutrition programs, health and wellness presentations, special events, instructional and fitness programs and Information and Referral services, including the annual Information and Referral Fair. The division also manages the Whittier Senior Center as well as programming at the Parnell Park Community and Senior Center. The Senior Centers continues to plan successful excursions throughout the year. It also provides its patrons an opportunity to connect and build relationships through senior programming



City of Whittier

Community Services

Transit

The Transit Division is responsible for the management of the contracts for the City's Dial-A-Ride program, advocating for fixed-route bus service in the City and management of the Whittier Historic Depot and Museum. The Transit division is also responsible for the City's Air Quality Program.

KEY GOALS

- Provide quality cultural, developmental and recreational programming for Whittier residents of all ages and abilities.
- Provide dependable and cost effective transportation programs for City residents and to encourage the use of public transportation to decrease traffic congestion.
- Support and promote efforts for air quality improvement.

PERFORMANCE MEASURES

Measure	FY 2013-14 Actual	FY 2014-15 Actual	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Projected
Number of people in youth and adult Recreation Classes	8,000	6,395	6,395	6,391	6,900
Number of people in Senior Recreation Classes	5,200	5,200	5,200	6,100	6,200
Senior Center patrons	105,000	105,000	105,000	109,000	109,500
Senior Program meals served	16,320	16,320	16,320	14,839	14,900
Aquatics program participants	62,400	63,000	63,000	63,400	64,000
Tennis program participants	32,400	32,400	32,400	29,900	31,000
Youth program participants	171,000	172,500	172,500	173,300	173,800
Community Center patrons	255,000	261,000	261,000	266,000	269,000
Parnell Community & Senior Center patrons	147,000	149,600	149,600	144,900	146,000
York Field patrons	123,000	143,000	143,000	145,400	146,000
Street Art Banners	89	100	100	99	100

City of Whittier

Community Services (100-23-231-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 2,583,968	\$ 2,583,439	\$ 2,556,498	\$ 2,556,498	\$ 2,572,428
Maintenance and Operations	937,233	1,005,226	844,923	848,875	868,853
Capital Outlay	24,832	690	3,000	3,000	158,250
Total Expenditures	<u>3,546,033</u>	<u>3,589,355</u>	<u>3,404,421</u>	<u>3,408,373</u>	<u>3,599,531</u>
Transfers-Out	0	0	0	0	0
Total Expenditures and Transfers-Out	<u>\$ 3,546,033</u>	<u>\$ 3,589,355</u>	<u>\$ 3,404,421</u>	<u>\$ 3,408,373</u>	<u>\$ 3,599,531</u>
Expenditures and Transfers-Out By Source					
General Fund	3,546,033	3,589,355	3,404,421	3,408,373	3,599,531
Total Expenditures and Transfers-Out	<u>\$ 3,546,033</u>	<u>\$ 3,589,355</u>	<u>\$ 3,404,421</u>	<u>\$ 3,408,373</u>	<u>\$ 3,599,531</u>
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 2,095,623	\$ 2,095,453	\$ 2,093,029	\$ 2,093,029	\$ 2,120,994
Employee Benefits	488,345	487,986	463,469	463,469	451,434
Total Employee Services	<u>2,583,968</u>	<u>2,583,439</u>	<u>2,556,498</u>	<u>2,556,498</u>	<u>2,572,428</u>
Dues, Memberships, License and Publications	3,311	2,506	2,430	2,430	2,430
Rentals	0	0	1,150	1,150	1,150
Taxes and Assessments	24	0	0	0	0
Insurance	20,207	13,988	13,593	13,593	15,868
Professional Services	26,773	26,957	23,400	23,400	23,400
Utilities	20,725	19,967	20,757	20,757	20,757
Miscellaneous Services	439,634	473,700	362,149	362,149	367,149
Repairs and Maintenance	78,930	88,156	94,532	94,532	94,532
Materials and Supplies	276,096	277,406	270,625	270,625	270,025
Grants	8,291	66,450	28,366	28,366	28,366
Other Contributions	3,241	822	3,000	3,000	3,000
Mobile Equipment Rental	14,848	13,978	10,991	10,991	13,521
Other	14,538	16,296	8,930	12,882	9,530
Total Maintenance and Operations	<u>906,618</u>	<u>1,000,226</u>	<u>839,923</u>	<u>843,875</u>	<u>849,728</u>
Capital Outlay	3,832	690	0	0	0
Transfers-Out	0	0	0	0	0
Total Operating Expenditures/Transfers	<u>3,494,418</u>	<u>3,584,355</u>	<u>3,396,421</u>	<u>3,400,373</u>	<u>3,422,156</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	0	0	0	0	0
Maintenance and Operations	30,615	5,000	5,000	5,000	19,125
Capital Outlay	21,000	0	3,000	3,000	158,250
Transfers-Out	0	0	0	0	0
Total Non-Operating Expenditures/Transfers	<u>51,615</u>	<u>5,000</u>	<u>8,000</u>	<u>8,000</u>	<u>177,375</u>
Total Expenditures and Transfers-Out	<u>\$ 3,546,033</u>	<u>\$ 3,589,355</u>	<u>\$ 3,404,421</u>	<u>\$ 3,408,373</u>	<u>\$ 3,599,531</u>
Full Time Positions	18.0	18.0	17.0	17.0	17.0
Part Time Positions (Full Time Equivalent)	39.4	39.4	35.0	35.0	35.0
Total	<u>57.4</u>	<u>57.4</u>	<u>52.0</u>	<u>52.0</u>	<u>52.0</u>

City of Whittier

Patriotic Events

OVERVIEW



Community Services conducts four patriotic programs during the year to honor local service men and women for their dedication, courage and sacrifice. Three specific events include a July 4th Flag Raising Ceremony and Freedom Walk along the Greenway Trail, a Memorial Day program and a Veterans' Day program, the latter two ceremonies are held at the Peace Memorial on the City Hall front lawn.

A fourth program, Blue Star/Gold Star, honors families who have members in the Armed Services, including the National Guard and reserves of all military departments. The families are honored at City Council meetings, and a flag bearing the name and branch of service of the relative is hung along Whittier Boulevard.

In the case a family member being killed while on active duty, their families are given a special Gold Star honor and a Gold Star banner hung on Whittier Blvd.

KEY GOALS

- Provide the community with Blue Star/Gold Star program to honor family members who have loved ones serving in the military.
- Provide the community with July 4th, Memorial Day and Veterans' Day programs to honor our nation, local veterans, current military service men and women and their families.
- Invite community groups to participate creating a sense of community.

PERFORMANCE MEASURES

During the past fiscal year, the following significant projects were completed:

- 4th July Flag Raising and Freedom Walk at Palm Park
- Veteran's Day event at the Peace Memorial
- Memorial Day event at the Peace Memorial
- 15 families were honored under the Blue Star Program.

City of Whittier

Patriotic Events (100-23-231-601)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 395	\$ 119	\$ 1,500	\$ 1,500	\$ 1,500
Maintenance and Operations	8,965	9,616	13,991	13,991	68,991
Capital Outlay	-	-	-	-	-
Total Expenditures	<u>9,360</u>	<u>9,735</u>	<u>15,491</u>	<u>15,491</u>	<u>70,491</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 9,360</u>	<u>\$ 9,735</u>	<u>\$ 15,491</u>	<u>\$ 15,491</u>	<u>\$ 70,491</u>
Expenditures and Transfers-Out By Source					
General Fund	9,360	9,735	15,491	15,491	70,491
Total Expenditures and Transfers-Out	<u>\$ 9,360</u>	<u>\$ 9,735</u>	<u>\$ 15,491</u>	<u>\$ 15,491</u>	<u>\$ 70,491</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 395	\$ 119	\$ 1,500	\$ 1,500	\$ 1,500
Employee Benefits	-	-	-	-	-
Total Employee Services	<u>395</u>	<u>119</u>	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	-	-	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	8,965	9,616	13,991	13,991	13,991
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	<u>8,965</u>	<u>9,616</u>	<u>13,991</u>	<u>13,991</u>	<u>13,991</u>
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>9,360</u>	<u>9,735</u>	<u>15,491</u>	<u>15,491</u>	<u>15,491</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	55,000
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>55,000</u>
Total Expenditures and Transfers-Out	<u>\$ 9,360</u>	<u>\$ 9,735</u>	<u>\$ 15,491</u>	<u>\$ 15,491</u>	<u>\$ 70,491</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	<u>0.6</u>	<u>0.6</u>	<u>0.6</u>	<u>0.6</u>	<u>0.6</u>
Total	<u>0.6</u>	<u>0.6</u>	<u>0.6</u>	<u>0.6</u>	<u>0.6</u>



City of Whittier

Social Services

OVERVIEW



The Social Services Commission and Parks, Recreation and Community Services Department are responsible for evaluating social service needs within the community and identifying, recommending and/or coordinating programs to address those needs.

A very important component of the City's continual effort to deliver quality social services is through dissemination of information and provision of referral services for programs administered by non-profit agencies in the Whittier community. This is accomplished through the Information and Referral Office located at the Uptown Senior Center.

Local non-profit agencies are funded through a variety of grants allocated are available annually. In the past, the Social Services Commission has focused on providing funding to programs dealing with youth violence prevention, childcare, homeless assistance, substance abuse prevention, affordable housing, community counseling and juvenile delinquency. Despite the challenging state of

today's economy, the Commission recommended some funding for 24 non-profit organizations, and these grants were approved by City Council.

Funding for Social Services programs is supplemented by the General Fund and with HUD Community Development Block Grant (CDBG) Funds.

The Commission also oversees a volunteer recognition program. Members of the community submit applications to recognize those individuals or organizations making a difference through volunteer-work in the community.

The City continues to work closely with the community and the Social Services Commission to ensure that the essential and most worthwhile programs are funded, yielding maximum benefits for City residents.



KEY GOALS

- Monitor community needs and changes to ensure provision of effective social services programs
- Assist non-profit social service agencies and providers in aiding Whittier residents
- Provide information and referral services to the community

City of Whittier

Social Services

PERFORMANCE MEASURES

During the past fiscal year, the following significant projects were completed:

- A total of 24 social services agencies providing services to Whittier residents received \$247,766 in General Fund monies to assist in operating their programs in FY 2015-16.
- Salvation Army Transitional Living Center and SASSFA also received \$48,250 in CDBG funding. The Whole Child, First Day and Women's and Children's Crisis Center also received \$50,000 in Housing Funds.

City of Whittier

Social Services (100-23-232-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance and Operations	275,702	143,626	276,086	276,086	276,036
Capital Outlay	-	-	-	-	-
Total Expenditures	<u>275,702</u>	<u>143,626</u>	<u>276,086</u>	<u>276,086</u>	<u>276,036</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 275,702</u>	<u>\$ 143,626</u>	<u>\$ 276,086</u>	<u>\$ 276,086</u>	<u>\$ 276,036</u>
Expenditures and Transfers-Out By Source					
HUD Grant Fund	64,250	48,250	48,250	48,250	48,250
General Fund	211,452	95,376	227,836	227,836	227,786
Total Expenditures and Transfers-Out	<u>\$ 275,702</u>	<u>\$ 143,626</u>	<u>\$ 276,086</u>	<u>\$ 276,086</u>	<u>\$ 276,036</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	-	-	-
Total Employee Services	-	-	-	-	-
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	558	173	173	173	123
Professional Services	-	-	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	1,010	1,656	1,000	1,000	1,000
Contributions from City	-	-	-	-	-
Grants	182,134	141,654	144,366	144,366	144,366
Mobile Equipment Rental	-	-	-	-	-
Other	-	143	147	147	147
Total Maintenance and Operations	<u>183,702</u>	<u>143,626</u>	<u>145,686</u>	<u>145,686</u>	<u>145,636</u>
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>183,702</u>	<u>143,626</u>	<u>145,686</u>	<u>145,686</u>	<u>145,636</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	92,000	-	130,400	130,400	130,400
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>92,000</u>	<u>-</u>	<u>130,400</u>	<u>130,400</u>	<u>130,400</u>
Total Expenditures and Transfers-Out	<u>\$ 275,702</u>	<u>\$ 143,626</u>	<u>\$ 276,086</u>	<u>\$ 276,086</u>	<u>\$ 276,036</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>

City of Whittier

Air Quality Improvement

OVERVIEW

Since 1991, local governments have received AB2766 funds to implement programs that reduce air pollution from motor vehicles. A Motor Vehicle Registration fee surcharge is collected by the Department of Motor Vehicles and submitted to the South Coast Air Quality Management District (AQMD) for disbursement to local governments, the Mobile Source Air Pollution Reduction Review committee, AQMD vehicle emission reduction programs and special grants.

The AB2766 Subvention Program provides a funding source for cities and counties to meet requirements of federal and state Clean Air Acts, and for implementation of motor vehicle measures in the AQMD Air Quality Management Plan (AQMP). The legislation creating this revenue source provides for oversight of the use of these monies by local governments. Air districts that receive AB2766 monies report annually to the California Air Resources Board (CARB) on the use and results of the programs funded by the fees. Cities and counties under AQMD's jurisdiction provide annual program and financial information to the AQMD. This information is compiled by the AQMD and forwarded as an annual report to CARB. In addition, the AQMD works with an independent firm to conduct audits of AB2766 fee recipients, which are performed at least once every two years.

KEY GOALS

- Achieve emission reduction target from SCAQMD through annual commuter survey and purchase of mobile emission credits
- Maintain accurate and complete records and reports as required by program guidelines and mandatory for program funding.
- Provide assistance as needed to implement the Air Quality Element contained in the City's General Plan.
- Conduct an annual commuter survey of all City employees to fulfill the State's air quality mandates.
- Administer incentives for city staff rideshare program

PERFORMANCE MEASURES

- Compliance measures completed through May, 2016 deadline
- Annual commuter survey completed.
- Employee rideshare incentive program including preferential parking and gift card rewards implemented
- Annual AB2766 report submitted and accepted

City of Whittier

Air Quality Improvement (230-23-243-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 12,317	\$ 5,380	\$ 12,799	\$ 12,799	\$ 12,799
Maintenance and Operations	33,071	16,161	52,088	52,088	52,127
Capital Outlay	-	-	-	-	-
Total Expenditures	<u>45,388</u>	<u>21,541</u>	<u>64,887</u>	<u>64,887</u>	<u>64,926</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 45,388</u>	<u>\$ 21,541</u>	<u>\$ 64,887</u>	<u>\$ 64,887</u>	<u>\$ 64,926</u>
Expenditures and Transfers-Out By Source					
Air Quality Improvement Fund	45,388	21,541	64,887	64,887	64,926
Total Expenditures and Transfers-Out	<u>\$ 45,388</u>	<u>\$ 21,541</u>	<u>\$ 64,887</u>	<u>\$ 64,887</u>	<u>\$ 64,926</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 1,400	\$ -	3,486	\$ 3,486	\$ 3,486
Employee Benefits	10,917	5,380	9,313	9,313	9,313
Total Employee Services	<u>12,317</u>	<u>5,380</u>	<u>12,799</u>	<u>12,799</u>	<u>12,799</u>
Dues, Memberships, License and Publications	-	-	88	88	88
Rentals	-	-	-	-	-
Taxes and Assessments	18,221	12,490	34,748	34,748	34,748
Insurance	-	-	-	-	-
Professional Services	820	836	2,600	2,600	2,600
Utilities	-	-	-	-	-
Miscellaneous Services	1,609	100	1,500	1,500	1,500
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	39	100	250	250	250
City Charges	1,914	1,935	1,949	1,949	1,988
Grants	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	10,468	700	10,953	10,953	10,953
Total Maintenance and Operations	<u>33,071</u>	<u>16,161</u>	<u>52,088</u>	<u>52,088</u>	<u>52,127</u>
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>45,388</u>	<u>21,541</u>	<u>64,887</u>	<u>64,887</u>	<u>64,926</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 45,388</u>	<u>\$ 21,541</u>	<u>\$ 64,887</u>	<u>\$ 64,887</u>	<u>\$ 64,926</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.2	0.2	0.2	0.2	0.2
Total	<u>0.2</u>	<u>0.2</u>	<u>0.2</u>	<u>0.2</u>	<u>0.2</u>

City of Whittier

Proposition A – Transit Services (270)

OVERVIEW

The City's transit services are funded by revenue from Propositions A Local Return funds. Proposition A funds are derived as a result of a voter-approved measure that increased sales tax by a half-cent for the purpose of financing Transit Development Programs in Los Angeles County. The Proposition A measure was approved in 1980 with the sales tax increase taking effect on July 1, 1982.

Twenty-five percent (25%) of the Proposition A sales tax is designated as Local Return monies and is distributed to cities and the County for public transit, paratransit and other transportation related services or projects. The Los Angeles County Metropolitan Transportation Authority (Metro) administers the programs, ensuring compliance with program guidelines, and distributes funds directly to the cities on a "per capita" basis. The City Controller's Office monitors the receipt of local return funds. Transit staff coordinates programs with other departments and prepares project descriptions and annual reports for submission and/or approval by the Metro.

Proposition A funds are designated exclusively for uses that benefit public transit. Paratransit services, studies related to transportation demand or systems management and programs to subsidize fares for public transportation are all eligible uses of Proposition A funds. Additionally, program guidelines permit the trade or sale of excess Proposition A funds with other jurisdictions for their use on eligible transportation projects. In addition to the services provided, some surplus Proposition A funds were used for capital improvements in the form of bus shelter improvements. Some bus shelter improvements are nearing completion in the 2016-17 year to include one additional new shelter along Whittier Boulevard at Colima Road and nine additional refurbished, older bus shelters. These on-going bus shelter improvements include powder coating of existing benches and shelters, installation of trash receptacles, and regular cleaning and maintenance. Program guidelines for Proposition A include timely expenditure of the monies or there is a risk of losing the funds.

KEY GOALS

- Maximize the use of Proposition A funds to meet the transit needs of Whittier residents
- Maintain program documentation including project approvals, reports and related records to substantiate the appropriate use of funds
- Evaluate and monitor eligible public transit projects to ensure compliance with Proposition A program requirements

Funding was reallocated between Proposition A and Proposition C as follows:

	<u>2011-2012</u>	<u>2012-2013</u>
Fixed-Route Transit System – Bus Stops	Proposition A	Proposition C
Dial-A-Ride	Proposition A	Proposition A
Greenway Trail Maintenance	Proposition C	Proposition C

City of Whittier

Proposition A - Transit Services (270)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 276,720	\$ 242,629	\$ 371,689	\$ 324,734	\$ 390,758
Maintenance and Operations	1,209,427	1,185,065	1,213,815	1,197,075	1,213,280
Capital Outlay	329,657	178,637	50,000	-	50,000
Total Expenditures	1,815,804	1,606,331	1,635,504	1,521,809	1,654,038
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ <u>1,815,804</u>	\$ <u>1,606,331</u>	\$ <u>1,635,504</u>	\$ <u>1,521,809</u>	\$ <u>1,654,038</u>
Expenditures and Transfers-Out By Program					
Administration	449,952	328,406	231,389	184,678	252,188
Fixed-Route Bus System	100,897	99,697	137,617	137,617	137,418
Historic Whittier Depot	95,913	71,448	95,513	78,529	95,513
Dial-A-Ride	1,079,132	1,106,780	1,170,985	1,120,985	1,168,919
Total Expenditures and Transfers-Out	\$ <u>1,815,804</u>	\$ <u>1,606,331</u>	\$ <u>1,635,504</u>	\$ <u>1,521,809</u>	\$ <u>1,654,038</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 204,682	\$ 189,141	\$ 269,742	\$ 221,081	\$ 269,985
Employee Benefits	72,038	53,488	101,947	103,653	120,773
Total Employee Services	276,720	242,629	371,689	324,734	390,758
Dues, Memberships, License and Publications	8,048	8,604	8,638	8,882	8,638
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	36,104	41,699	36,442	36,442	35,907
Professional Services	747,602	728,582	817,120	800,136	817,120
Utilities	27,234	25,272	31,434	31,434	31,434
Miscellaneous Services	8,240	8,660	8,240	8,240	8,240
Repairs and Maintenance	368,031	356,226	294,881	294,881	294,881
Materials and Supplies	8,443	7,702	13,610	13,610	13,610
City Charges	-	-	-	-	-
Mobile Equipment Rental	4,000	4,000	-	-	-
Other	1,725	4,320	3,450	3,450	3,450
Total Maintenance and Operations	1,209,427	1,185,065	1,213,815	1,197,075	1,213,280
Capital Outlay	15,701	-	50,000	-	50,000
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>1,501,848</u>	<u>1,427,694</u>	<u>1,635,504</u>	<u>1,521,809</u>	<u>1,654,038</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	313,956	178,637	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>313,956</u>	<u>178,637</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	\$ <u>1,815,804</u>	\$ <u>1,606,331</u>	\$ <u>1,635,504</u>	\$ <u>1,521,809</u>	\$ <u>1,654,038</u>
Full Time Positions	3.0	3.0	3.0	3.0	3.0
Part Time Positions (Full Time Equivalent)	0.8	0.8	0.8	0.8	0.8
Total	<u>3.8</u>	<u>3.8</u>	<u>3.8</u>	<u>3.8</u>	<u>3.8</u>



City of Whittier

Proposition A - Administration

OVERVIEW

The City's transit related services are funded by revenue from Propositions A and C Local Return funds. Propositions A and C programs are the half-cent sales tax measures approved by the voters to finance a Transit Development Program in Los Angeles County. The Proposition A measure was approved in 1980 and collection of the tax began on July 1, 1982.

Twenty-five percent (25%) of the Proposition A half-cent sales tax is designated as Local Return to be used by cities and the County for public transit, paratransit and related services. The Los Angeles County Metropolitan Transportation Authority (Metro) administers the programs, and distributes funds directly to the cities on a "per capita" basis. The City Controller's Office monitors the receipt of funds and the Transit staff coordinates with departments and submits proposed project descriptions for approval by the Metro. Proposition A funds must be used within three (3) years after the fiscal year of receipt.

Proposition A funds are to be used exclusively to benefit public transit. Fixed-route and paratransit services, transportation demand management and systems management and fare subsidies that exclusively benefit transit are all eligible uses of Proposition A funds. These funds may also be traded to other jurisdictions in exchange for general or other funds.

The Proposition A Administration program administers the service contracts for the Dial-A-Ride (DAR) programs. Program guidelines allow the use of local return funds for program administration. Administrative costs cannot exceed 20% of the total budgeted programs.

In addition to monitoring operations and contracts for provision of transportation services, other administrative activities include customer relations, complaint-handling, marketing, transit amenity programs (bus benches/shelters, waste receptacle placement and bus stop cleaning), grant research and staff support for the City's advisory bodies such as the Accessibility Committee, as well as other Metro subcommittees such as the Local Transportation Systems Subcommittee.

Funds generated by the Proposition A Local Return program are allocated and distributed monthly by the Los Angeles County Metropolitan Transportation Authority (Metro). The amount of each city's allocation is determined by calculation on a per capita basis.

KEY GOALS

- Provide quality DAR service (curb-to-curb and door-to-door on an as-needed basis), to residents 60 years and older and those with disabilities.
- Ensure that services are provided in a cost effective, convenient and responsive manner
- Plan for short and long-term adjustments to the services based on the transportation needs of City residents
- Seek funding for additional DAR vehicles and the expansion of the DAR program

City of Whittier

Proposition A - Administration

PERFORMANCE MEASURES

Measure	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Projected
Number of Dial-A-Ride peak buses	11	11	11	11
Number of Dial-A-Ride passengers	76,373	73,199	73,128	73,150
Service Miles	215,796	211,758	218,556	220,000

City of Whittier

Proposition A - Administration (270-23-241-607)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 108,148	\$ 115,687	\$ 196,884	\$ 149,929	\$ 218,216
Maintenance and Operations	27,848	34,082	34,505	34,749	33,972
Capital Outlay	313,956	178,637	-	-	-
Total Expenditures	<u>449,952</u>	<u>328,406</u>	<u>231,389</u>	<u>184,678</u>	<u>252,188</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 449,952</u>	<u>\$ 328,406</u>	<u>\$ 231,389</u>	<u>\$ 184,678</u>	<u>\$ 252,188</u>
Expenditures and Transfers-Out By Source					
Proposition A Fund	449,952	328,406	231,389	184,678	252,188
Total Expenditures and Transfers-Out	<u>\$ 449,952</u>	<u>\$ 328,406</u>	<u>\$ 231,389</u>	<u>\$ 184,678</u>	<u>\$ 252,188</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 162,202	\$ 165,337	\$ 241,184	\$ 192,523	\$ 241,427
Employee Benefits	(54,054)	(49,650)	(44,300)	(42,594)	(23,211)
Total Employee Services	<u>108,148</u>	<u>115,687</u>	<u>196,884</u>	<u>149,929</u>	<u>218,216</u>
Dues, Memberships, License and Publications	8,048	8,604	8,638	8,882	8,638
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	9,342	9,899	10,336	10,336	9,803
Professional Services	-	-	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	9,340	10,576	11,421	11,421	11,421
Materials and Supplies	465	683	660	660	660
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	653	4,320	3,450	3,450	3,450
Total Maintenance and Operations	<u>27,848</u>	<u>34,082</u>	<u>34,505</u>	<u>34,749</u>	<u>33,972</u>
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>135,996</u>	<u>149,769</u>	<u>231,389</u>	<u>184,678</u>	<u>252,188</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	313,956	178,637	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>313,956</u>	<u>178,637</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 449,952</u>	<u>\$ 328,406</u>	<u>\$ 231,389</u>	<u>\$ 184,678</u>	<u>\$ 252,188</u>
Full Time Positions					
	3.0	3.0	3.0	3.0	3.0
Part Time Positions (Full Time Equivalent)					
	0.3	0.3	0.3	0.3	0.3
Total	<u>3.3</u>	<u>3.3</u>	<u>3.3</u>	<u>3.3</u>	<u>3.3</u>

City of Whittier

Proposition A - Dial-A-Ride Program

OVERVIEW

The Dial-A-Ride (DAR) program provides pre-scheduled, standing orders and immediate response transportation for eligible residents 60+ years of age or younger persons with disabilities. The program operates daily, including holidays, according to established service hours. The program operates a curb-to-curb service with door-to-door service on an as-needed basis. Eleven vehicles and four back-up vehicles are used for the service. Operations (appointments, dispatching and driving) are contracted out and provided by MV Transportation. Maintenance of the vehicles is carried out by the City's Fleet Division. During FY 2014-15, the City conducted a competitive bid process to select a contractor for the 2015-16 through 2018-19 years. MV Transportation Inc. was selected to continue to operate DAR.

KEY GOALS

- Administer contract with a private transportation company to ensure continued quality of service is delivered by monitoring passenger wait times and no-shows, resolving complaints and responding to passenger inquiries in a timely and courteous manner.
- Identify and implement appropriate adjustments in service policies to respond to the transportation needs of elderly residents and those with disabilities.
- Coordinate the City's DAR program with Access Services, Inc. (ASI), the ADA complementary paratransit service and other social service agencies to expand the transportation service for qualified senior citizens and persons with disabilities who need to travel outside the City limits.
- Continue to coordinate with La Habra Heights for the coordinated operation of their DAR service.



PERFORMANCE MEASURES

Measure	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Projected
Number of Dial-A-Ride peak buses	11	11	11	11
Number of Dial-A-Ride passengers	76,373	73,199	73,128	73,150
Service Miles	215,796	211,758	218,556	220,000

City of Whittier

Proposition A - Dial-A-Ride (270-23-241-608)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 73,602	\$ 70,173	\$ 103,266	\$ 103,266	\$ 101,195
Maintenance and Operations	1,005,530	1,036,607	1,017,719	1,017,719	1,017,724
Capital Outlay	-	-	50,000	-	50,000
Total Expenditures	1,079,132	1,106,780	1,170,985	1,120,985	1,168,919
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 1,079,132</u>	<u>\$ 1,106,780</u>	<u>\$ 1,170,985</u>	<u>\$ 1,120,985</u>	<u>\$ 1,168,919</u>
Expenditures and Transfers-Out By Source					
Proposition A Fund	1,079,132	1,106,780	1,170,985	1,120,985	1,168,919
Total Expenditures and Transfers-Out	<u>\$ 1,079,132</u>	<u>\$ 1,106,780</u>	<u>\$ 1,170,985</u>	<u>\$ 1,120,985</u>	<u>\$ 1,168,919</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 4,829	\$ 5,465	\$ 4,328	\$ 4,328	\$ 4,328
Employee Benefits	68,773	64,708	98,938	98,938	96,867
Total Employee Services	73,602	70,173	103,266	103,266	101,195
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	26,567	31,677	25,983	25,983	25,988
Professional Services	678,290	709,697	766,536	766,536	766,536
Utilities	-	-	-	-	-
Miscellaneous Services	-	420	-	-	-
Repairs and Maintenance	295,928	290,503	223,960	223,960	223,960
Materials and Supplies	745	310	1,240	1,240	1,240
City Charges	-	-	-	-	-
Mobile Equipment Rental	4,000	4,000	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	1,005,530	1,036,607	1,017,719	1,017,719	1,017,724
Capital Outlay	-	-	50,000	-	50,000
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>1,079,132</u>	<u>1,106,780</u>	<u>1,170,985</u>	<u>1,120,985</u>	<u>1,168,919</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 1,079,132</u>	<u>\$ 1,106,780</u>	<u>\$ 1,170,985</u>	<u>\$ 1,120,985</u>	<u>\$ 1,168,919</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.1	0.1	0.1	0.1	0.1
Total	<u>0.1</u>	<u>0.1</u>	<u>0.1</u>	<u>0.1</u>	<u>0.1</u>

City of Whittier

Proposition A – Fixed-Route Bus System

OVERVIEW

The City of Whittier supports fixed route transit in a number of key ways. The City supplies and maintains the bus benches and shelters located within City limits. During the 2015-16 year, the City completed a major multi-year bus stop improvement project, installing and improving 20 bus shelters, primarily along Whittier Blvd. The project utilized \$540,000 in Federal Transit Administration funds.

On-going bus shelter improvements include powder coating of existing benches and shelters, installation of trash receptacles, and regular cleaning and maintenance.



The City provides discounts on Metro bus passes and fares. The Uptown Senior Center serves as a location to purchase bus passes, load TAP cards and obtain information regarding bus service.

City employees are encouraged to use public transportation by employee Rideshare incentive programs and promotion of public transportation at employee events.

KEY GOALS

- Coordination of on-going program to replace and refurbish bus shelters within City limits
- Attendance at rideshare events and employee job fairs to advertise the use of local bus services
- On-going cleaning, maintenance and trash collection at bus shelters
- Provision of a power washer truck and part-time staff to ensure each bus stop within the City of Whittier is cleaned on a weekly basis
- Provision of reduced monthly bus tickets (Metro, TAP and EZ passes) for City of Whittier residents

City of Whittier

Proposition A - Fixed-Route Bus System (270-23-241-609)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 58,037	\$ 56,646	\$ 71,539	\$ 71,539	\$ 71,347
Maintenance and Operations	42,860	43,051	66,078	66,078	66,071
Capital Outlay	0	0	0	0	0
Total Expenditures	100,897	99,697	137,617	137,617	137,418
Transfers-Out	0	0	0	0	0
Total Expenditures and Transfers-Out	\$ <u>100,897</u>	\$ <u>99,697</u>	\$ <u>137,617</u>	\$ <u>137,617</u>	\$ <u>137,418</u>
Expenditures and Transfers-Out By Source					
Proposition A Fund	100,897	99,697	137,617	137,617	137,418
Total Expenditures and Transfers-Out	\$ <u>100,897</u>	\$ <u>99,697</u>	\$ <u>137,617</u>	\$ <u>137,617</u>	\$ <u>137,418</u>
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 20,361	\$ 18,339	\$ 24,230	\$ 24,230	\$ 24,230
Employee Benefits	37,676	38,307	47,309	47,309	47,117
Total Employee Services	58,037	56,646	71,539	71,539	71,347
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	195	123	123	123	116
Professional Services	1,710	1,568	15,600	15,600	15,600
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	37,057	35,664	41,500	41,500	41,500
Materials and Supplies	3,898	5,696	8,855	8,855	8,855
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	42,860	43,051	66,078	66,078	66,071
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	100,897	99,697	137,617	137,617	137,418
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ <u>100,897</u>	\$ <u>99,697</u>	\$ <u>137,617</u>	\$ <u>137,617</u>	\$ <u>137,418</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.4	0.4	0.4	0.4	0.4
Total	<u>0.4</u>	<u>0.4</u>	<u>0.4</u>	<u>0.4</u>	<u>0.4</u>

City of Whittier

Proposition A - Historic Whittier Depot

OVERVIEW

This cost center account covers maintenance and operating expenses, including equipment and furnishings, for the Whittier Historic Depot facility.

The City restored this turn-of-the-century wooden Depot for modern use. The Depot houses the offices used for the Dial-A-Ride operations, a Surface Transportation museum open by appointment, and a meeting room for use for City functions and by community groups.

KEY GOALS

- Monitor ongoing maintenance issues to provide for successful and effective operation of the restored antique building.
- Operate and maintain the Surface Transportation Museum, located within the Depot.
- Provide space for local dispatch operations of the Dial-A-Ride services.



City of Whittier

Proposition A - Historic Whittier Depot (270-23-241-625)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 61	\$ 123	\$ -	\$ -	\$ -
Maintenance and Operations	80,151	71,325	95,513	78,529	95,513
Capital Outlay	15,701	-	-	-	-
Total Expenditures	<u>95,913</u>	<u>71,448</u>	<u>95,513</u>	<u>78,529</u>	<u>95,513</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 95,913</u>	<u>\$ 71,448</u>	<u>\$ 95,513</u>	<u>\$ 78,529</u>	<u>\$ 95,513</u>
Expenditures and Transfers-Out By Source					
Proposition C Fund	95,913	71,448	95,513	78,529	95,513
Total Expenditures and Transfers-Out	<u>\$ 95,913</u>	<u>\$ 71,448</u>	<u>\$ 95,513</u>	<u>\$ 78,529</u>	<u>\$ 95,513</u>
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	61	123	-	-	-
Total Employee Services	<u>61</u>	<u>123</u>	<u>-</u>	<u>-</u>	<u>-</u>
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	28,049	17,317	34,984	18,000	34,984
Utilities	27,234	25,272	31,434	31,434	31,434
Miscellaneous Services	8,240	8,240	8,240	8,240	8,240
Repairs and Maintenance	13,814	19,483	18,000	18,000	18,000
Materials and Supplies	2,814	1,013	2,855	2,855	2,855
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	<u>80,151</u>	<u>71,325</u>	<u>95,513</u>	<u>78,529</u>	<u>95,513</u>
Capital Outlay	15,701	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>\$ 95,913</u>	<u>71,448</u>	<u>95,513</u>	<u>78,529</u>	<u>95,513</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 95,913</u>	<u>\$ 71,448</u>	<u>\$ 95,513</u>	<u>\$ 78,529</u>	<u>\$ 95,513</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>

City of Whittier

Proposition A – Incentive Program

OVERVIEW

The Proposition A Incentive Program earmarks 5% of the 40% Proposition A Discretionary funds to promote projects that encourage the development of an integrated public transportation system that addresses the varied transportation needs of Los Angeles County residents. This includes sub-regional paratransit, eligible fixed-route services, locally funded community based transportation services and other specialized transportation services. The Los Angeles County Metropolitan Transportation Authority (Metro) administers the program.

The cities of Whittier and La Habra Heights have coordinated Dial-A-Ride services since September 1, 1996 and are therefore eligible to receive funds under this Program. Both cities contract with the same service provider, which provides shared dispatching staff and vehicle operations. A van purchased by La Habra Heights is used jointly by both cities. The Whittier Transit Office provides contract administration and annual reporting to Metro. The application for funding was approved by Metro in May 2002 when the process was reopened to accept new applications in December 2001. Consistent with Proposition A Incentive Guidelines, projects are funded at 22% of audited net operating costs through submittal of the National Transit Database (NTD) report. Funding is determined by meeting additional performance criteria enabling eligible cities to receive up to 25% of the net operating costs if they meet specific performance criteria. The purpose of the Incentive Program is to increase inter-agency coordination and the number and mobility of the passengers carried.

KEY GOALS

- Monitor the quality and usage of transit and coordinated services to achieve more efficient and cost effective systems
- Provide more cost efficient locally funded sub-regional paratransit systems as an alternative to the more costly Access Services, Inc. (ASI)
- Maintain project approvals and related records in compliance with program guidelines as provided by Metro
- Report expenditures and service to Metro quarterly for reimbursement for service coordination
- Participate in the NTD by reporting ridership and cost statistics annually

City of Whittier

Proposition A - Incentive Fund (275-23-241-608)

	2013-14 Actual	2014-15 Actual	2015-16 Projected	2015-16 Estimated	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance and Operations	264,979	270,943	293,936	293,936	293,936
Capital Outlay	-	-	-	-	-
Total Expenditures	<u>264,979</u>	<u>270,943</u>	<u>293,936</u>	<u>293,936</u>	<u>293,936</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 264,979</u>	<u>\$ 270,943</u>	<u>\$ 293,936</u>	<u>\$ 293,936</u>	<u>\$ 293,936</u>
Expenditures and Transfers-Out By Source					
Proposition A Incentive Fund	264,979	270,943	293,936	293,936	293,936
Total Expenditures and Transfers-Out	<u>\$ 264,979</u>	<u>\$ 270,943</u>	<u>\$ 293,936</u>	<u>\$ 293,936</u>	<u>\$ 293,936</u>
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	-	-	-
Total Employee Services	-	-	-	-	-
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	8,889	10,230	9,000	9,000	9,000
Professional Services	231,096	238,031	249,436	249,436	249,436
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	24,994	22,682	35,500	35,500	35,500
Materials and Supplies	-	-	-	-	-
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	<u>264,979</u>	<u>270,943</u>	<u>293,936</u>	<u>293,936</u>	<u>293,936</u>
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>264,979</u>	<u>270,943</u>	<u>293,936</u>	<u>293,936</u>	<u>293,936</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 264,979</u>	<u>\$ 270,943</u>	<u>\$ 293,936</u>	<u>\$ 293,936</u>	<u>\$ 293,936</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>

City of Whittier

Proposition C – Transit Services (280)

OVERVIEW

The City's transit related services are funded by revenue from Propositions A and C Local Return funds. Propositions A and C programs are the half-cent sales tax measures approved by the voters to finance a Transit Development Program in Los Angeles County. The Proposition C measure was approved in 1990 and collection of the tax began in April 1991.

Twenty percent (20%) of the Proposition C sales tax is designated as Local Return to be used by cities and the County for public transit, paratransit and related services. The Los Angeles County Metropolitan Transportation Authority (Metro) administers the programs, and distributes funds directly to the cities on a "per capita" basis. The City Controller's Office monitors the receipt of funds and the Transit staff coordinates with departments and submits proposed project descriptions for approval by the Metro.

Proposition C funds must be used within three (3) years after the fiscal year of receipt.

Proposition C funds are also used to benefit public transit as described above, but provide an expanded list of eligible project expenditures, including congestion management programs, bikeways and bike lanes, street improvements along public transit routes and preparation of pavement management systems. Proposition C funds *cannot* be traded.

KEY GOALS

- Provide quality DAR curb-to-curb and door-to-door service, on an as-needed basis, to residents 60 years and older or younger persons who have disabilities.
- Ensure that services are provided in a cost effective, convenient and responsive manner.
- Plan for short and long-term adjustments to the services based on the transportation needs of City residents
- Evaluate and monitor eligible public transit projects and street improvements that benefit transit, to ensure compliance with Proposition C program guidelines

City of Whittier

Proposition C - Transit Services (280)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 65,097	\$ 67,197	\$ 95,474	\$ 95,474	\$ 97,466
Maintenance and Operations	1,103,185	1,051,984	1,095,276	1,116,762	1,173,536
Capital Outlay	3,109	40,349	105,500	105,500	105,500
Total Expenditures	1,171,391	1,159,530	1,296,250	1,317,736	1,376,502
Transfers-Out	-	89,140	-	391,155	93,397
Total Expenditures and Transfers-Out	\$ 1,171,391	\$ 1,248,670	\$ 1,296,250	\$ 1,708,891	\$ 1,469,899
Expenditures and Transfers-Out By Program					
Administration	229,386	234,846	236,482	627,637	334,249
Access & Recreation Program	85,175	89,008	102,318	102,318	103,076
La Habra Heights Dial-A-Ride	44,756	41,805	51,700	51,700	51,782
Improvements and Programs	99,955	97,045	111,949	111,949	111,949
Greenway Management	712,119	785,966	696,301	717,787	771,343
Total Expenditures and Transfers-Out	\$ 1,171,391	\$ 1,248,670	\$ 1,296,250	\$ 1,708,891	\$ 1,469,899
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 10,273	\$ 16,705	\$ 17,289	\$ 17,289	\$ 17,289
Employee Benefits	54,824	50,492	78,185	78,185	80,177
Total Employee Services	65,097	67,197	95,474	95,474	97,466
Dues, Memberships, License and Publications	-	-	220	220	220
Rentals	-	-	-	-	-
Taxes and Assessments	20,000	20,000	20,000	20,000	20,000
Insurance	40,763	32,412	63,357	63,357	62,818
Professional Services	154,320	150,627	64,919	64,919	64,919
Utilities	-	-	-	-	-
Miscellaneous Services	676	2,361	2,680	2,680	2,680
Repairs and Maintenance	547,136	524,493	548,793	570,279	623,246
Materials and Supplies	7,968	6,675	5,830	5,830	5,830
City Charges	213,433	215,779	217,289	217,289	221,635
Grants	36,954	30,654	62,688	62,688	62,688
Mobile Equipment Rental	-	-	-	-	-
Other	81,397	68,983	109,500	109,500	109,500
Total Maintenance and Operations	1,102,647	1,051,984	1,095,276	1,116,762	1,173,536
Capital Outlay	3,109	40,349	105,500	105,500	105,500
Transfers-Out	-	-	-	391,155	93,397
Total Operating Expenditures/Transfers	1,170,853	1,159,530	1,296,250	1,708,891	1,469,899
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	89,140	-	-	-
Total Non-Operating Expenditures/Transfers	-	89,140	-	-	-
Total Expenditures and Transfers-Out	\$ 1,170,853	\$ 1,248,670	\$ 1,296,250	\$ 1,708,891	\$ 1,469,899
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.8	0.8	0.8	0.8	0.8
Total	0.8	0.8	0.8	0.8	0.8

City of Whittier

Proposition C – Fixed-Route Bus System

OVERVIEW

The City of Whittier supports fixed route transit in a number of key ways. The City supplies and maintains the bus benches and shelters located within City limits. During the 2015-16 year, the City completed a major multi-year bus stop improvement project, installing and improving 20 bus shelters, primarily along Whittier Blvd. The project utilized \$540,000 in Federal Transit Administration funds.



The City provides discounts on Metro bus passes and fares. The Uptown Senior Center serves as a location to purchase bus passes, load TAP cards and obtain information regarding bus service.

City employees are encouraged to use public transportation by Rideshare incentive programs and promotion of public transportation at employee events.

KEY GOALS

- Coordination of on-going program to replace and refurbish bus shelters within City limits
- Attendance at rideshare events and employee job fairs to advertise the use of local bus services
- On-going cleaning, maintenance and trash collection at bus shelters
- Provision of a power washer truck and part-time staff to ensure each bus stop within the City of Whittier is cleaned on a weekly basis
- Provision of reduced monthly bus tickets (Metro, TAP and EZ passes) for City of Whittier residents
- Compliance with the City of Whittier's plan to implement and encourage multi-modal transit opportunities to ease traffic congestion and offset vehicle trips

City of Whittier

Proposition C - Fixed Route (280-23-241-609)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ -	\$ -	\$ 2,949	\$ 2,949	\$ 2,949
Maintenance and Operations	15,449	15,732	19,000	19,000	19,000
Capital Outlay	-	-	-	-	-
Total Expenditures	<u>15,449</u>	<u>15,732</u>	<u>21,949</u>	<u>21,949</u>	<u>21,949</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 15,449</u>	<u>\$ 15,732</u>	<u>\$ 21,949</u>	<u>\$ 21,949</u>	<u>\$ 21,949</u>
Expenditures and Transfers-Out By Source					
Proposition C Fund	15,449	15,732	21,949	21,949	21,949
Total Expenditures and Transfers-Out	<u>\$ 15,449</u>	<u>\$ 15,732</u>	<u>\$ 21,949</u>	<u>\$ 21,949</u>	<u>\$ 21,949</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	2,949	2,949	2,949
Total Employee Services	-	-	2,949	2,949	2,949
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	15,449	15,732	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	-	-	-	-	-
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	19,000	19,000	19,000
Total Maintenance and Operations	<u>15,449</u>	<u>15,732</u>	<u>19,000</u>	<u>19,000</u>	<u>19,000</u>
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>15,449</u>	<u>15,732</u>	<u>21,949</u>	<u>21,949</u>	<u>21,949</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 15,449</u>	<u>\$ 15,732</u>	<u>\$ 21,949</u>	<u>\$ 21,949</u>	<u>\$ 21,949</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>

City of Whittier

Proposition C - Administration

OVERVIEW

The City's transit related services are funded by revenue from Propositions A and C Local Return funds. Propositions A and C programs are the half-cent sales tax measures approved by the voters to finance a Transit Development Program in Los Angeles County. The Proposition C measure was approved in 1990 and collection of the tax began on April 1, 1991.

Twenty percent (20%) of the Proposition C half-cent sales tax is designated as Local Return to be used by cities and the County for public transit, paratransit and related services. The Los Angeles County Metropolitan Transportation Authority (Metro) administers the programs, and distributes funds directly to the cities on a "per capita" basis. The City Controller's Office monitors the receipt of funds and the Transit staff coordinates with departments and submits proposed project descriptions for approval by the Metro. Proposition C funds must be used within three (3) years after the fiscal year of receipt.

Proposition C funds are to be used to benefit public transit. Fixed-route and paratransit services, transportation demand management and systems management, fare subsidies that exclusively benefit transit and bike trails are all eligible uses of Proposition C funds. These funds may not be traded to other jurisdictions in exchange for general or other funds.

Program guidelines allow the use of local return funds for program administration. Administrative costs cannot exceed 20% of the total budgeted programs.

In addition to monitoring operations and contracts for provision of transportation services, other administrative activities include customer relations, complaint-handling, marketing, transit amenity programs (bus benches/shelters, waste receptacle placement and bus stop cleaning), grant research and staff support for the City's advisory bodies such as the Accessibility Committee, as well as other Metro subcommittees such as the Local Transportation Systems Subcommittee and the Whittier Greenway bike trail.

Funds generated by the Proposition C Local Return program are allocated and distributed monthly by the Los Angeles County Metropolitan Transportation Authority (Metro). The amount of each city's allocation is determined by calculation on a per capita basis.

KEY GOALS

- Provide quality DAR service (curb-to-curb and door-to-door as needed) to residents 60 years and older and younger people who have disabilities.
- Ensure that services are provided in a cost effective, convenient and responsive manner.
- Plan for short and long-term adjustments to the services based on the transportation needs of City residents.
- Seek funding for additional DAR vehicles and the expansion of the DAR program.
- Provide maintenance and operations for the Whittier Greenway Trail.

City of Whittier

Proposition C - Administration (280-23-241-611)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ -	\$ 2,950	\$ 3,105	\$ 3,105	\$ 3,236
Maintenance and Operations	209,386	211,896	213,377	213,377	217,616
Capital Outlay	-	-	-	-	-
Total Expenditures	209,386	214,846	216,482	216,482	220,852
Transfers-Out	-	-	-	391,155	93,397
Total Expenditures and Transfers-Out	\$ 209,386	\$ 214,846	\$ 216,482	\$ 607,637	\$ 314,249
Expenditures and Transfers-Out By Source					
Proposition C Fund	209,386	214,846	216,482	607,637	314,249
Total Expenditures and Transfers-Out	\$ 209,386	\$ 214,846	\$ 216,482	\$ 607,637	\$ 314,249
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	2,950	3,105	3,105	3,236
Total Employee Services	-	2,950	3,105	3,105	3,236
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	208	208	208	183
Professional Services	-	-	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	-	-	-	-	-
City Charges	209,386	211,688	213,169	213,169	217,433
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	209,386	211,896	213,377	213,377	217,616
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	391,155	93,397
Total Operating Expenditures/Transfers	209,386	214,846	216,482	607,637	314,249
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 209,386	\$ 214,846	\$ 216,482	\$ 607,637	\$ 314,249
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	0.0	0.0	0.0	0.0	0.0

City of Whittier

Proposition C - Project Access

OVERVIEW

The Accessibility Committee is a group of community members representing people with disabilities. The Committee meets on a quarterly basis with staff to assist and advise the City in formulating policies and planning projects to increase access to transportation, facilities and services. In addition, the Committee sponsors an annual Abilities Awareness Faire to provide information and resources to people with disabilities, their families and friends and the general public. The 2015 Abilities Awareness Faire was the 13th anniversary of this event, which annually draws between 300 to 400 attendees and 45 to 55 agencies and exhibitors that provide services or equipment for those with disabilities.

KEY GOALS

- Serve as liaison between City administration and the community regarding access issues such as transportation, mobility, curb cuts, audible crossing signals, services and facilities.
- Guide City departments on regulations regarding accessibility for people with disabilities.
- Prioritize access needs and projects within the City.
- Provide guidance on the City's ADA Transition Plan.
- Attend community events to provide information and increase awareness.



City of Whittier

Proposition C - Project Access (280-23-241-613)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 30,148	\$ 31,345	\$ 37,185	\$ 37,185	\$ 37,945
Maintenance and Operations	1,033	2,943	4,692	4,692	4,690
Capital Outlay	-	-	-	-	-
Total Expenditures	31,181	34,288	41,877	41,877	42,635
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 31,181	\$ 34,288	\$ 41,877	\$ 41,877	\$ 42,635
Expenditures and Transfers-Out By Source					
Proposition C Fund	31,181	34,288	41,877	41,877	42,635
Total Expenditures and Transfers-Out	\$ 31,181	\$ 34,288	\$ 41,877	\$ 41,877	\$ 42,635
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 10,273	\$ 15,017	\$ 17,289	\$ 17,289	\$ 17,289
Employee Benefits	19,875	16,328	19,896	19,896	20,656
Total Employee Services	30,148	31,345	37,185	37,185	37,945
Dues, Memberships, License and Publications	-	-	220	220	220
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	37	37	37	35
Professional Services	-	-	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	676	2,361	2,180	2,180	2,180
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	357	526	1,755	1,755	1,755
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	-	19	500	500	500
Total Maintenance and Operations	1,033	2,943	4,692	4,692	4,690
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	\$ 31,181	34,288	41,877	41,877	42,635
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non Operating Expenditures/Transfers	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 31,181	\$ 34,288	\$ 41,877	\$ 41,877	\$ 42,635
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.6	0.6	0.6	0.6	0.6
Total	0.6	0.6	0.6	0.6	0.6

City of Whittier

Proposition C – Greenway Trail Management

OVERVIEW

The City of Whittier purchased 4.5 miles of abandoned railroad right-of-way from Mills to Pioneer in December 2001 for development into a bicycle and pedestrian trail. Maintenance of the trail is necessary to keep the property free of debris, graffiti and weeds. Construction was completed in Fiscal Year 2008-09 and the Trail was dedicated in January 2009. In 2013 the city purchased an additional 2.3 mile easement from Mills Avenue to First Avenue, with an option to purchase the easement to the eastern city limit. Using grant funds, the City now has the easement to the eastern city limits and plans are underway to develop the rest of the trail.

KEY GOALS

- The budget provides property insurance and contract costs for various repairs, landscaping and maintenance work.
- Conduct an annual trail user count in September of each year.
- Extend the development of the trail to the eastern border of the City.



PERFORMANCE MEASURES

- Grants have been obtained to fund the extension of the Greenway Trail East to the City limits.
- Annual trail user count completed in September, 2015 and scheduled for September, 2016.

City of Whittier

Proposition C - Greenway Trail Management (280-23-241-620/621)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 24,902	\$ 25,050	\$ 26,208	\$ 26,208	\$ 27,309
Maintenance and Operations	687,217	643,776	662,093	683,579	736,034
Capital Outlay	-	28,000	8,000	8,000	8,000
Total Expenditures	712,119	696,826	696,301	717,787	771,343
Transfers-Out	-	89,140	-	-	-
Total Expenditures and Transfers-Out	\$ 712,119	\$ 785,966	\$ 696,301	\$ 717,787	\$ 771,343
Expenditures and Transfers-Out By Source					
Proposition C Fund	712,119	785,966	696,301	717,787	771,343
Total Expenditures and Transfers-Out	\$ 712,119	\$ 785,966	\$ 696,301	\$ 717,787	\$ 771,343
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	24,902	25,050	26,208	26,208	27,309
Total Employee Services	24,902	25,050	26,208	26,208	27,309
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	37,011	28,757	58,112	58,112	57,600
Professional Services	90,355	87,227	10,000	10,000	10,000
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	522,359	497,138	531,293	552,779	605,746
Materials and Supplies	-	-	-	-	-
City Charges	-	-	-	-	-
Grants	36,954	30,654	62,688	62,688	62,688
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	686,679	643,776	662,093	683,579	736,034
Capital Outlay	-	28,000	8,000	8,000	8,000
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	711,581	696,826	696,301	717,787	771,343
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	538	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	89,140	-	-	-
Total Non Operating Expenditures/Transfers	538	89,140	-	-	-
Total Expenditures and Transfers-Out	\$ 712,119	\$ 785,966	\$ 696,301	\$ 717,787	\$ 771,343
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	0.0	0.0	0.0	0.0	0.0

City of Whittier

Proposition C - Dial-A-Ride Program

OVERVIEW

The Dial-A-Ride (DAR) program provides pre-scheduled, standing orders and immediate response transportation for eligible residents 60+ years of age or younger people who have disabilities. The program operates daily, including holidays, according to established service hours. The program operates a curb-to-curb service with door to door service on an as-needed basis. Services are provided 7 days a week, 365 days a year. Effective August 2007 the contract to operate the Whittier DAR service was awarded to MV Transportation, the largest Paratransit provider in the country. The contract was subsequently renewed and expired in June 2015. The City went out to competitive bid for the 2015-16 through 2018-19 fiscal year and MV Transportation Inc. was selected. Maintenance of DAR vehicles continues to be carried out by the City's Fleet Division.

Funding was reallocated from Proposition C to Proposition A, in Fiscal Year 2007-08, in account number 270-23-241-608.

City of Whittier

Proposition C - Dial-A-Ride Program (280-23-241-617)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Maintenance and Operations	0	0	0	0	0
Capital Outlay	0	0	97,500	97,500	97,500
Total Expenditures	<u>0</u>	<u>0</u>	<u>97,500</u>	<u>97,500</u>	<u>97,500</u>
Transfers-Out	0	0	0	0	0
Total Expenditures and Transfers-Out	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 97,500</u>	<u>\$ 97,500</u>	<u>\$ 97,500</u>
Expenditures and Transfers-Out By Source					
Proposition C Fund	0	0	97,500	97,500	97,500
Total Expenditures and Transfers-Out	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 97,500</u>	<u>\$ 97,500</u>	<u>\$ 97,500</u>
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Employee Benefits	0	0	0	0	0
Total Employee Services	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Dues, Memberships, License and Publications	0	0	0	0	0
Rentals	0	0	0	0	0
Taxes and Assessments	0	0	0	0	0
Insurance	0	0	0	0	0
Professional Services	0	0	0	0	0
Utilities	0	0	0	0	0
Miscellaneous Services	0	0	0	0	0
Repairs and Maintenance	0	0	0	0	0
Materials and Supplies	0	0	0	0	0
City Charges	0	0	0	0	0
Mobile Equipment Rental	0	0	0	0	0
Other	0	0	0	0	0
Total Maintenance and Operations	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Capital Outlay	0	0	97,500	97,500	97,500
Transfers-Out	0	0	0	0	0
Total Operating Expenditures/Transfers	<u>0</u>	<u>0</u>	<u>97,500</u>	<u>97,500</u>	<u>97,500</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	0	0	0	0	0
Maintenance and Operations	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Transfers-Out	0	0	0	0	0
Total Non Operating Expenditures/Transfers	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Expenditures and Transfers-Out	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 97,500</u>	<u>\$ 97,500</u>	<u>\$ 97,500</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>

City of Whittier

Proposition C – Recreation Transit

OVERVIEW

The Parks, Recreation and Community Services Department owns and operates recreation vans to provide recreation transportation, following the Proposition C guidelines. The three (3) vans are used to transport groups on trips within the local area. Funding is also provided to rent larger buses for field trips and group outings for such City programs at the WYN Club, Youth Services and Senior Services.

In addition, the vehicles may be rented out to provide shuttle or transportation services to various non-City community agencies.

KEY GOALS

- Continue to operate and maintain one 14-seat recreation van for group trips.
- Continue to operate and maintain two 9-seat recreation vans for group trips.
- Provide funding to rent larger buses for group outings.

Performance Measures

In the fiscal year 2015-2016 38 group trips were provided for special recreational purposes. Projections for 2016-17 are approximately the same.

City of Whittier

Proposition C - Recreation Transit (280-23-241-627)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 3,035	\$ 1,688	\$ 8,441	\$ 8,441	\$ 8,441
Maintenance and Operations	50,959	53,032	52,000	52,000	52,000
Capital Outlay	-	-	-	-	-
Total Expenditures	<u>53,994</u>	<u>54,720</u>	<u>60,441</u>	<u>60,441</u>	<u>60,441</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 53,994</u>	<u>\$ 54,720</u>	<u>\$ 60,441</u>	<u>\$ 60,441</u>	<u>\$ 60,441</u>
Expenditures and Transfers-Out By Source					
Proposition C Fund	53,994	54,720	60,441	60,441	60,441
Total Expenditures and Transfers-Out	<u>\$ 53,994</u>	<u>\$ 54,720</u>	<u>\$ 60,441</u>	<u>\$ 60,441</u>	<u>\$ 60,441</u>
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ 1,688	\$ -	\$ -	\$ -
Employee Benefits	3,035	-	8,441	8,441	8,441
Total Employee Services	<u>3,035</u>	<u>1,688</u>	<u>8,441</u>	<u>8,441</u>	<u>8,441</u>
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	36,056	34,833	42,000	42,000	42,000
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	500	500	500
Repairs and Maintenance	14,903	18,199	9,500	9,500	9,500
Materials and Supplies	-	-	-	-	-
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	<u>50,959</u>	<u>53,032</u>	<u>52,000</u>	<u>52,000</u>	<u>52,000</u>
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>53,994</u>	<u>54,720</u>	<u>60,441</u>	<u>60,441</u>	<u>60,441</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 53,994</u>	<u>\$ 54,720</u>	<u>\$ 60,441</u>	<u>\$ 60,441</u>	<u>\$ 60,441</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.2	0.2	0.2	0.2	0.2
Total	<u>0.2</u>	<u>0.2</u>	<u>0.2</u>	<u>0.2</u>	<u>0.2</u>

City of Whittier

Proposition C – COG Assessment

OVERVIEW

To ease congestion related to automobiles, but mainly truck traffic impacts related to the Port of Long Beach and Port of Los Angeles, the Gateway Cities along the 91, 605, and 405 Freeways initiated a project over ten years ago which began as a Needs Assessment and Goods Movement alternative evaluation in collaboration with the Gateway Cities Council of Governments (COG). The cities included are Artesia, Bellflower, Cerritos, Compton, Downey, Hawaiian Gardens, Lakewood, Long Beach, Norwalk, Paramount, Pico Rivera, Santa Fe Springs and Whittier, along with the County of Los Angeles.

At the August 4, 2004 Board of Director's meeting of the COG, the Board approved an Implementation Agreement to define the responsibilities of the respective agencies in order to perform a Needs Assessment Study to be executed by each participating city and directed staff to circulate the Agreement to the Corridor Cities. A Technical Advisory Committee, made up of public works officials, was established in 2006 to collaborate with the Gateway Cities staff and COG engineer to procure consultants to analyze both the freeway impacts and the major arterial roadway impacts which led to the "Hot Spots" Project. The arterial roadways are impacted by trucks entering or exiting the freeway to avoid congestion, utilize alternative routes, or to get to their destination in the respective city. In 2007, a list of guiding principles was approved to provide criteria for the COG projects.

Today, several projects are in either the Caltrans environmental review or permit process, or in design in the respective Gateway City as their own project, and include lane additions to the 605 Freeway and interchange improvements along the aforementioned freeway corridor at Whittier Boulevard and Beverly Boulevard. For Whittier, the "Hot Spots" project for arterial roadway and intersection improvements include widening, additional lane capacity, bus and bike lane improvements, and signalization upgrades for Whittier Boulevard at Norwalk Boulevard, at "5" points, at Painter Avenue, and at Colima Road. As part of the guiding principles, the COG engages the City in an ongoing process of city consultation and interactive communication to complete these projects. The COG is asking each city for an annual flat assessment fee of \$20,000 to provide those consultation services.

KEY GOALS

- Creation of SR 91/I-605 Corridor Cities Committee by the Gateway Cities COG Board of Directors. Composition to be a Council Member from each Corridor city plus a representative from the County of Los Angeles
- Creation of a Technical Advisory Committee (TAC). Composition to be a Public Works Official appointed by the City Manager of each Corridor city and a representative from the County appointed by the appropriate County authority
- Execution of an Implementation Agreement between the COG and each Corridor city and the County
- Gateway Cities COG to provide staff and consultant support
- Decrease the impact of truck bypass traffic on arterial roadways
- Implement additional Intelligent Transportation Systems (ITS) improvements in the Gateway Cities and advocate a broader regional approach to support this initiative.

City of Whittier

Proposition C - COG Assessment (280-23-241-628)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance and Operations	20,000	20,000	20,000	20,000	20,000
Capital Outlay	-	-	-	-	-
Total Expenditures	20,000	20,000	20,000	20,000	20,000
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Expenditures and Transfers-Out By Source					
Proposition C Fund	20,000	20,000	20,000	20,000	20,000
Total Expenditures and Transfers-Out	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	-	-	-
Total Employee Services	-	-	-	-	-
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	20,000	20,000	20,000	20,000	20,000
Insurance	-	-	-	-	-
Professional Services	-	-	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	-	-	-	-	-
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	20,000	20,000	20,000	20,000	20,000
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	20,000	20,000	20,000	20,000	20,000
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	0.0	0.0	0.0	0.0	0.0

City of Whittier

Proposition C – Taxi Voucher/Dial-A-Ride Plus

OVERVIEW

The City of Whittier operates a demand-responsive Dial-A-Ride (DAR) paratransit service for senior citizens 60 years or older and residents who have a disability. The regular Whittier DAR service does not travel outside the City of Whittier limits.

In May 2008, the City of Whittier introduced a Taxi Voucher program under contract with the City of Norwalk and their Taxi Voucher Program using the Fiesta Taxicab Company. The program's purpose was to allow Whittier DAR passengers to travel outside the Whittier City limits to medical and dental facilities and the Rose Hills Cemetery and Mortuary.

In November 2013, in response to customer service issues, the City ended the Taxi Voucher program and started a new service called Dial-A-Ride Plus (DAR Plus). DAR Plus is operated using the same vehicles and operations staff as the regular DAR program. The service takes DAR customers outside Whittier City limits for the purpose of medical and dental appointments. The service operates on an appointment basis, Monday through Friday from 8:00am to 4:30pm and costs \$2 to \$4 each way depending on the destination. DAR Plus travels to unincorporated Whittier, the cities of Downey, Hacienda Heights, La Habra, La Mirada, Pico Rivera and Santa Fe Springs, and goes to Beverly Hospital in Montebello, St. Jude Medical Center, and the Kaiser Hospitals in Baldwin Park and Bellflower. It also goes to Rose Hills Memorial Park.

KEY GOALS

- Operate and monitor a taxi voucher program, and beginning in November, 2013 an expanded Dial-A-Ride program for the DAR participants of the City of Whittier to enable them to travel to medical appointments outside the City of Whittier limits.
- Sell taxi vouchers (2008-2013) then DAR Plus cards at the Senior Centers.
- Advertise the service to all DAR participants.
- Explore means to expand and improve the service.

PERFORMANCE MEASURES

Taxi Vouchers Measure	FY 2011-12 Actual	FY 2012-13 Actual
Within City of Whittier trips	4,356	2,800
Outside of City trips for medical/dental services	1,520	1,900

In 2015-16, the DAR Plus program provided 921 rides and 6,716 service miles (numbers are estimated based on actual November – June figures).

Funding was reallocated from Proposition A to Proposition C, in Fiscal Year 2012-13, in account number 280-23-241-630.

City of Whittier

Proposition C - Taxi Voucher (280-23-241-630)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance and Operations	81,397	68,964	90,000	90,000	90,000
Capital Outlay	-	-	-	-	-
Total Expenditures	<u>81,397</u>	<u>68,964</u>	<u>90,000</u>	<u>90,000</u>	<u>90,000</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 81,397</u>	<u>\$ 68,964</u>	<u>\$ 90,000</u>	<u>\$ 90,000</u>	<u>\$ 90,000</u>
Expenditures and Transfers-Out By Source					
Proposition C Fund	81,397	68,964	90,000	90,000	90,000
Total Expenditures and Transfers-Out	<u>\$ 81,397</u>	<u>\$ 68,964</u>	<u>\$ 90,000</u>	<u>\$ 90,000</u>	<u>\$ 90,000</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	-	-	-
Total Employee Services	-	-	-	-	-
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	-	-	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	-	-	-	-	-
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	81,397	68,964	90,000	90,000	90,000
Total Maintenance and Operations	<u>81,397</u>	<u>68,964</u>	<u>90,000</u>	<u>90,000</u>	<u>90,000</u>
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>81,397</u>	<u>68,964</u>	<u>90,000</u>	<u>90,000</u>	<u>90,000</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 81,397</u>	<u>\$ 68,964</u>	<u>\$ 90,000</u>	<u>\$ 90,000</u>	<u>\$ 90,000</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>

City of Whittier

Proposition C - La Habra Heights Dial-A-Ride

OVERVIEW

The City of La Habra Heights contracts with the City of Whittier to provide Dial-A-Ride service to residents of that community. The service began in September 1996 using a contractor to provide the drivers and dispatch staff. Contract and service administration is the responsibility of the City's Transit staff while the Controller's office monitors for proper expenditure of the La Habra Heights' Proposition A Local Return funds that are used to fund that City's Dial-A-Ride program. The amount budgeted represents the contract cost as agreed with the City of La Habra Heights.

The La Habra Heights Dial-A-Ride provides pre-scheduled, curb-to curb service for City residents with disabilities and for senior citizens 60 years and older. The service area includes the City of La Habra Heights, portions of Whittier and La Habra, and selected facilities in surrounding communities. Service is provided Monday through Friday between the hours of 9 a.m. and 6 p.m. Beginning July 1, 2013, the two cities approved an evergreen perpetual contract for this service.

KEY GOALS

- Monitor the quality of transit services and usage and provide the City of La Habra Heights with recommendations for service adjustments as needed.
- Maintain project approvals and related records in compliance with program guidelines as provided by the Metropolitan Transportation Authority (Metro).
- Report expenditures to Metro on a quarterly basis for the Proposition A Incentive Sub-regional Grant reimbursement for service coordination
- Participate in the National Transit Database (NTD) by reporting ridership and operation statistics annually.

PERFORMANCE MEASURES

Measure	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Projected
Number of riders	478	672	991	1,000
Revenue service miles	1,506	2,509	4053	4,100

City of Whittier

Proposition C - La Habra Heights Dial-A-Ride (280-23-242-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 7,012	\$ 6,164	\$ 17,586	\$ 17,586	\$ 17,586
Maintenance and Operations	37,744	35,641	34,114	34,114	34,196
Capital Outlay	-	-	-	-	-
Total Expenditures	44,756	41,805	51,700	51,700	51,782
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 44,756	\$ 41,805	\$ 51,700	\$ 51,700	\$ 51,782
Expenditures and Transfers-Out By Source					
Proposition C Fund	44,756	41,805	51,700	51,700	51,782
Total Expenditures and Transfers-Out	\$ 44,756	\$ 41,805	\$ 51,700	\$ 51,700	\$ 51,782
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	7,012	6,164	17,586	17,586	17,586
Total Employee Services	7,012	6,164	17,586	17,586	17,586
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	3,752	3,410	5,000	5,000	5,000
Professional Services	12,460	12,835	12,919	12,919	12,919
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	9,874	9,156	8,000	8,000	8,000
Materials and Supplies	7,611	6,149	4,075	4,075	4,075
City Charges	4,047	4,091	4,120	4,120	4,202
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	37,744	35,641	34,114	34,114	34,196
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	44,756	41,805	51,700	51,700	51,782
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 44,756	\$ 41,805	\$ 51,700	\$ 51,700	\$ 51,782
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	0.0	0.0	0.0	0.0	0.0

*Funded by Proposition A Transit

City of Whittier

Proposition C – Capital Improvements

OVERVIEW

This program consists of repair and improvement projects on streets heavily used by public transit and Greenway Trail capital costs. These projects are funded by Proposition C, which was approved by the voters in November 1990. The proceeds of the half-cent sales tax are designated as a local return program to be used by cities and the County for public transit, paratransit and related transportation services. Additionally, Proposition C funds can be used in conjunction with the County's Congestion Management Program to increase safety and improve road conditions by repairing and maintaining streets heavily used by public transit.

KEY GOALS

- Coordinate with City departments to develop and select projects that meet the Proposition C funding criteria
- Submit an annual plan to Metro that describes projects to be funded and to maximize the use of Proposition C funds

City of Whittier

Proposition C - Capital Improvements (280-30-241-614)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance and Operations	-	-	-	-	-
Capital Outlay	3,109	12,349	-	-	-
Total Expenditures	3,109	12,349	-	-	-
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 3,109	\$ 12,349	\$ -	\$ -	\$ -
Expenditures and Transfers-Out By Source					
Proposition C Fund	3,109	12,349	-	-	-
Total Expenditures and Transfers-Out	\$ 3,109	\$ 12,349	\$ -	\$ -	\$ -
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	-	-	-
Total Employee Services	-	-	-	-	-
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	-	-	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	-	-	-	-	-
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	-	-	-	-	-
Capital Outlay	3,109	12,349	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	3,109	12,349	-	-	-
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non Operating Expenditures/Transfers	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 3,109	\$ 12,349	\$ -	\$ -	\$ -
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	0.0	0.0	0.0	0.0	0.0

City of Whittier

Measure R Funds

OVERVIEW

Measure R is funded with ½ cent sales tax revenues that Los Angeles County voters approved in November 2008. Fifteen Percent (15%) of the tax is designated for Local Return (LR) for the purpose of improvements to transportation facilities that will assist in reducing local traffic congestion and expanding public transportation. The LR funds can be utilized for maintenance of Streets and Roads, Traffic Control Measures, Bikeways and Pedestrian Improvements, Public Transit Services, Fixed Route Buses, Dial-a-Ride, Recreational Transit, Public Transit Capital, Transportation Marketing, Planning, Engineering and/or Study, Congestion Management Programs, Transportation Administration and Local Funding Contributions.

In order to receive additional/future funding, Cities are required to comply with all program guidelines, including the maintenance of effort provisions imposed by the legislation. The City expects to receive funding annually over the 30 years of the Measure R program.

KEY GOALS

- To provide supplemental funding for the City's Capital Improvement Projects designed to rehabilitate pavement, relieve traffic congestion, public transit, pedestrian and bikeway improvements and maintenance for the Greenway Trail.

City of Whittier

Measure R Fund (285-23-241-650)

	2013-14 Actual	2014-15 Actual	2015-16 Projected	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance and Operations	-	-	-	-	-
Capital Outlay	868,628	593,033	769,378	773,919	1,208,038
Total Expenditures	868,628	593,033	769,378	773,919	1,208,038
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 868,628	\$ 593,033	\$ 769,378	\$ 773,919	\$ 1,208,038
Expenditures and Transfers-Out By Source					
Measure R Fund	868,628	593,033	769,378	773,919	1,208,038
Total Expenditures and Transfers-Out	\$ 868,628	\$ 593,033	\$ 769,378	\$ 773,919	\$ 1,208,038
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	-	-	-
Total Employee Services	-	-	-	-	-
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	-	-	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	-	-	-	-	-
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	-	-	-	-	-
Capital Outlay	868,628	593,033	321,606	326,147	328,038
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	868,628	593,033	321,606	326,147	328,038
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	447,772	447,772	880,000
Transfers-Out	-	-	-	-	-
Total Non Operating Expenditures/Transfers	-	-	447,772	447,772	880,000
Total Expenditures and Transfers-Out	\$ 868,628	\$ 593,033	\$ 769,378	\$ 773,919	\$ 1,208,038
Full Time Positions					
	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)					
	0.0	0.0	0.0	0.0	0.0
Total	0.0	0.0	0.0	0.0	0.0

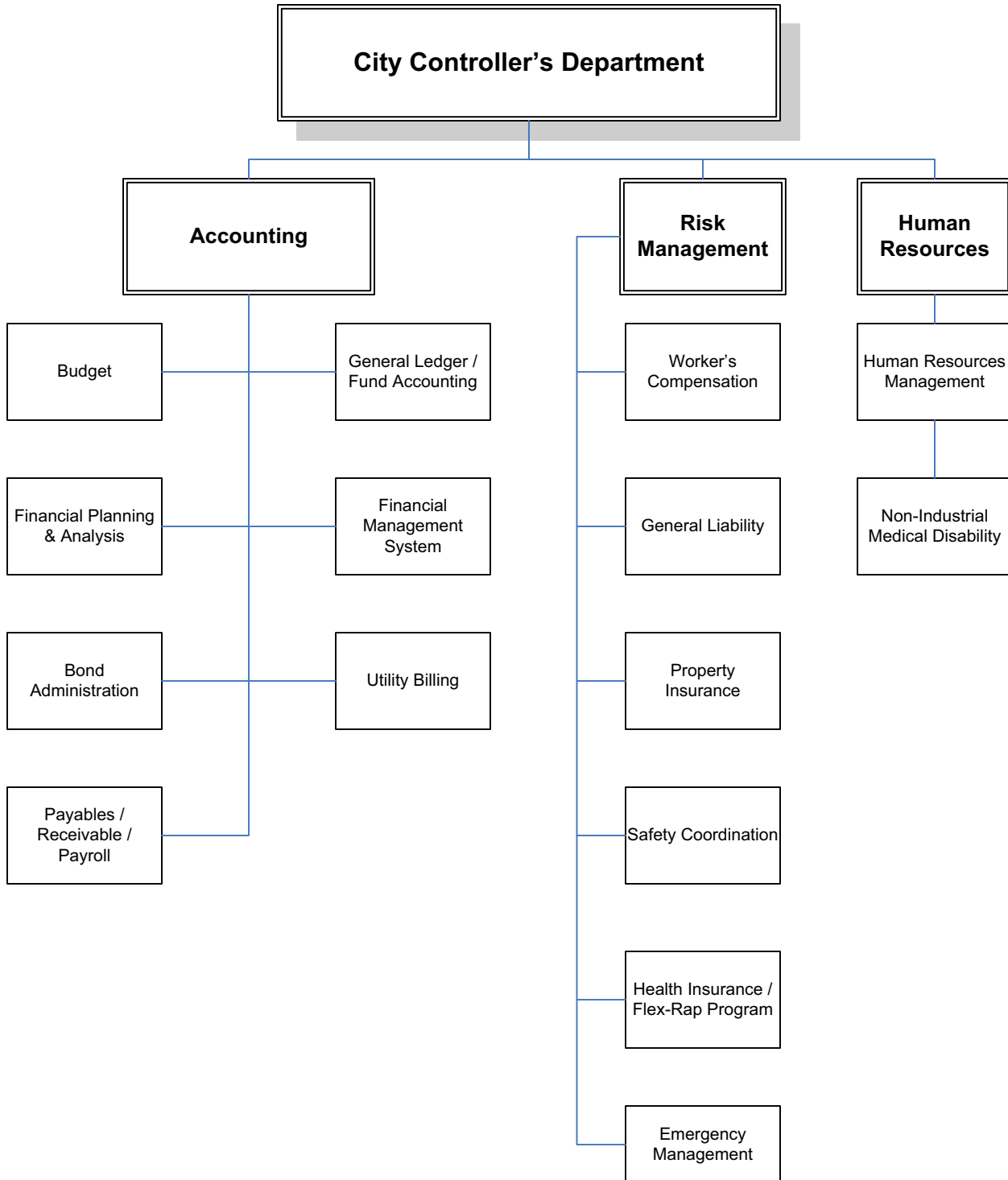


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City of Whittier

City Controller

- *Human Resources*
- *Emergency Management*
- *City Controller Administration*
- *Property Insurance*
- *Subventions & Grants - Administration*
- *Community Facilities Dist. 89-1*
- *Workers' Compensation*
- *General Liability*
- *Equipment Replacement*
- *Group Health Insurance*

City Controller's Organization Chart

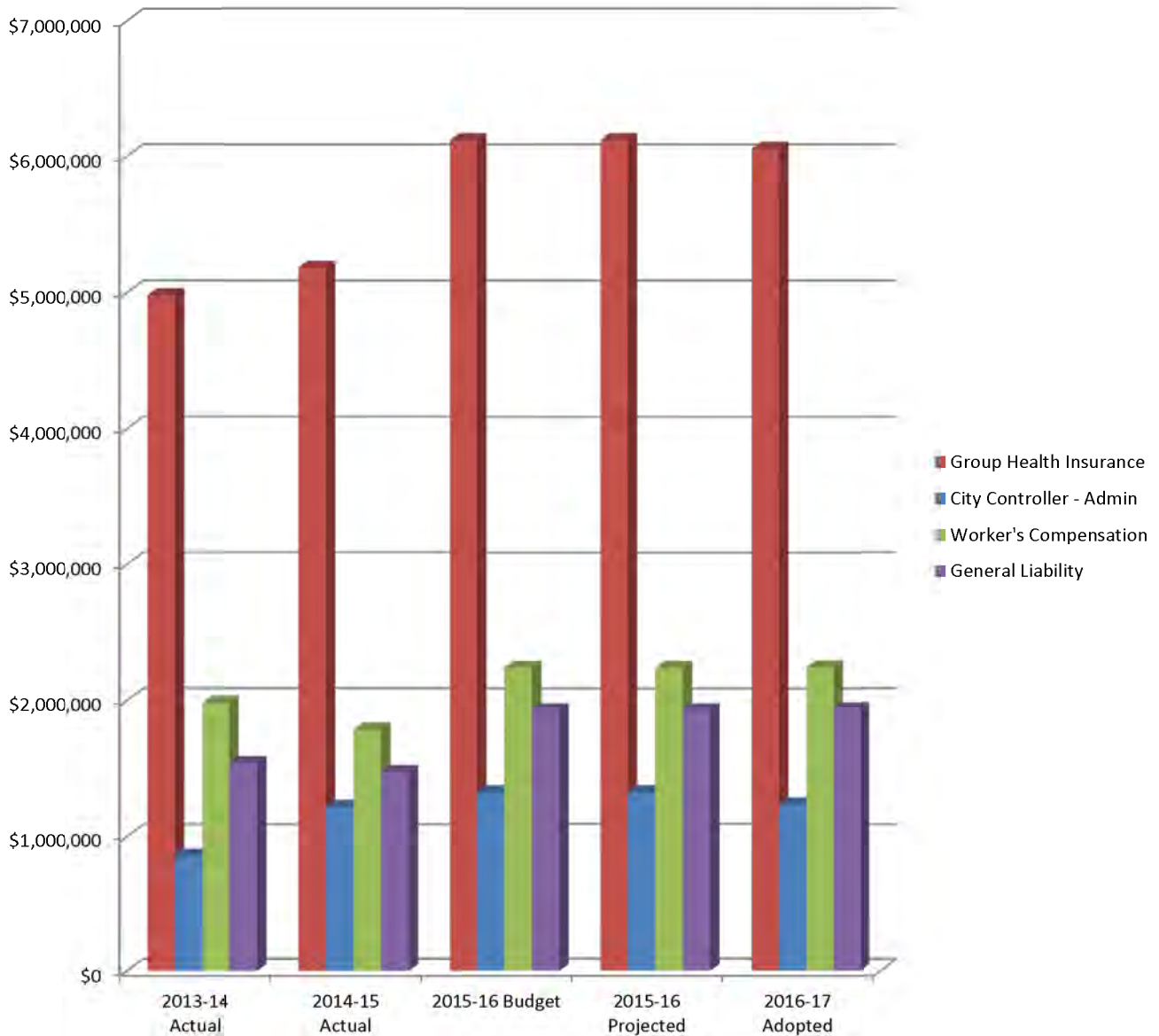




City of Whittier

City Controller's Department

Division/Cost Center	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
Group Health Insurance	\$ 4,982,608	\$ 5,185,263	\$ 6,123,500	\$ 6,123,500	\$ 6,058,836
City Controller - Admin	859,708	1,218,161	1,323,925	1,323,925	1,233,673
Worker's Compensation	1,985,704	1,787,279	2,241,478	2,241,478	2,246,859
General Liability	1,541,810	1,475,212	1,931,204	1,931,204	1,938,242



City of Whittier

Human Resources Administration

OVERVIEW

Human Resources is a Division of the City Controller's office and is responsible for providing comprehensive human resource services to assist City departments with personnel matters. Activities include recruitment and selection, training and development, and employee relations.

Recruitment and selection activities include attracting applicants, screening applications, developing and proctoring exams and administering the City's Equal Employment Opportunity/Diversity Program. Other related activities consist of establishing and administering employment eligibility lists and scheduling and reviewing pre-employment medical exams pursuant to the Americans with Disabilities Act and coordinating background checks. Employee training and development activities include assessing employee needs, providing programs to improve employee job knowledge and skills and coordinating the Customer Service and Employee Tuition Reimbursement Programs. Staff coordinates the federally mandated Random Drug and Alcohol Testing of employees operating commercial vehicles or equipment.

The Employee Relations Program promotes a climate to attract and retain qualified employees, encourage and/or reward employee achievements and apply personnel rules in a fair and consistent manner. Other responsibilities in this area include grievance resolution, assisting with the disciplinary processes, conducting employee exit interviews, labor negotiations, administration and interpretation of labor contracts, coordination of employee recognition programs and publication of the monthly employee newsletter.

Employee services include: new employee orientation and processing; administering the classification, salary and benefit plans; ensuring compliance with Federal and State Family and Medical Leave laws; review of unemployment insurance claims; coordinating Employee Assistance Programs; and coordinating and processing personnel actions for performance reviews and/or salary adjustments. In addition, Human Resources staff provides staff support to the City's Personnel Board.

KEY GOALS

- Administer the Memorandum of Understanding (MOU's) with employee groups
- Negotiate successor labor agreements
- Coordinate Customer Service and Continuous Quality Improvement Programs including updates to the Customer Service Directory
- Coordinate Employee Service Awards Programs
- Develop and coordinate the City's Employee Development and Training Program
- Promote efficiency, effectiveness and excellence in customer service

PERFORMANCE MEASURES

Measure	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Projected
Number of training sessions conducted	11	11	11	11
Number of recruitments resulting in hiring	14	18	29	20
Number of service retirements	14	8	11	12
Number of separations	17	20	30	20

City of Whittier

Human Resources - Administration (100-25-171-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 211,636	\$ 211,205	\$ 245,129	\$ 245,129	\$ 254,656
Maintenance and Operations	187,708	185,360	162,010	162,010	161,965
Capital Outlay	-	-	-	-	-
Total Expenditures	<u>399,344</u>	<u>396,565</u>	<u>407,139</u>	<u>407,139</u>	<u>416,621</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 399,344</u>	<u>\$ 396,565</u>	<u>\$ 407,139</u>	<u>\$ 407,139</u>	<u>\$ 416,621</u>
Expenditures and Transfers-Out By Source					
General Fund	399,344	396,565	407,139	407,139	416,621
Total Expenditures and Transfers-Out	<u>\$ 399,344</u>	<u>\$ 396,565</u>	<u>\$ 407,139</u>	<u>\$ 407,139</u>	<u>\$ 416,621</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 159,241	\$ 160,780	\$ 190,147	\$ 190,147	\$ 197,157
Employee Benefits	52,395	50,425	54,982	54,982	57,499
Total Employee Services	<u>211,636</u>	<u>211,205</u>	<u>245,129</u>	<u>245,129</u>	<u>254,656</u>
Dues, Memberships, License and Publications	2,822	1,791	3,350	3,350	3,350
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	1,697	1,444	1,444	1,444	1,399
Professional Services	33,782	34,874	52,505	52,505	52,505
Utilities	-	-	-	-	-
Miscellaneous Services	118,723	118,509	77,787	77,787	77,787
Repairs and Maintenance	-	46	300	300	300
Materials and Supplies	29,222	27,467	24,644	24,644	24,644
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	1,462	1,229	1,980	1,980	1,980
Total Maintenance and Operations	<u>187,708</u>	<u>185,360</u>	<u>162,010</u>	<u>162,010</u>	<u>161,965</u>
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>399,344</u>	<u>396,565</u>	<u>407,139</u>	<u>407,139</u>	<u>416,621</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 399,344</u>	<u>\$ 396,565</u>	<u>\$ 407,139</u>	<u>\$ 407,139</u>	<u>\$ 416,621</u>
Full Time Positions	2.0	2.0	2.0	2.0	2.0
Part Time Positions (Full Time Equivalent)	1.5	1.5	1.5	1.5	1.5
Total	<u>3.5</u>	<u>3.5</u>	<u>3.5</u>	<u>3.5</u>	<u>3.5</u>

City of Whittier

Emergency Management

OVERVIEW

The City of Whittier's Emergency Management mission is to develop, organize, coordinate and lead the City toward effective preparation for, and efficient response to, emergencies and disasters with the primary focus on saving lives, reducing human suffering and minimizing the loss of property and public services.

The City's Emergency Management function is a division of the City Controller's Department and intends to accomplish this mission through the coordination and cooperation of various City departments, outside agencies, and volunteer organizations. This includes the Area E Disaster Management group, the County of Los Angeles, the State of California, the Federal Emergency Management Agency and other organizations that have a role in major emergency or disaster operations.



During a major emergency or disaster, response and recovery activities are coordinated from the City's Emergency Operations Center, under the command of the City Manager, through the City Controller's Risk and Emergency Management Division, with the assistance of various City staff to respond in a unified approach to any emergency or disaster.

KEY GOALS

- Coordinate National Incident Management System (NIMS) into the City's emergency plans and procedures
- Coordinate the preparation of intra-departmental disaster response plans, including annual facility evacuation drills
- Provide City employee training in disaster incident management and emergency operations
- Foster and participate in simulated disaster response exercises with other agencies in Los Angeles County
- Conduct radio drills with local schools, hospitals and HAM radio volunteers
- Coordinate regular meetings of the Whittier Community Disaster Preparedness Planning Committee, consisting of representatives from the City's community departments, local school districts, health department, utilities, hospitals, law enforcement and fire, and faith based and non-profit organizations
- Promote community awareness and self-sufficiency through the Community Emergency Response Team program and Amateur Radio Communications Volunteer Program

PERFORMANCE MEASURES

Measure	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Projected
Number of NIMS compliant employees	346	313	330	330
Total attendance for disaster training	39	44	48	48

City of Whittier

Emergency Management (100-25-172-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 10,528	\$ 8,991	\$ 19,030	\$ 19,030	\$ 19,030
Maintenance and Operations	38,135	53,657	38,534	38,534	38,533
Capital Outlay	-	-	-	-	-
Total Expenditures	<u>48,663</u>	<u>62,648</u>	<u>57,564</u>	<u>57,564</u>	<u>57,563</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 48,663</u>	<u>\$ 62,648</u>	<u>\$ 57,564</u>	<u>\$ 57,564</u>	<u>\$ 57,563</u>
Expenditures and Transfers-Out By Source					
General Fund	<u>48,663</u>	<u>62,648</u>	<u>57,564</u>	<u>57,564</u>	<u>57,563</u>
Total Expenditures and Transfers-Out	<u>\$ 48,663</u>	<u>\$ 62,648</u>	<u>\$ 57,564</u>	<u>\$ 57,564</u>	<u>\$ 57,563</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 15,329	\$ 13,826	\$ 23,712	\$ 23,712	\$ 23,712
Employee Benefits	<u>(4,801)</u>	<u>(4,835)</u>	<u>(4,682)</u>	<u>(4,682)</u>	<u>(4,682)</u>
Total Employee Services	10,528	8,991	19,030	19,030	19,030
Dues, Memberships, License and Publications	5,370	9,936	5,345	5,345	5,345
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	53	50	50	50	49
Professional Services	-	2,640	7,115	7,115	7,115
Utilities	-	-	301	301	301
Miscellaneous Services	12,792	13,167	11,036	11,036	11,036
Repairs and Maintenance	1,670	4,496	1,260	1,260	1,260
Materials and Supplies	18,045	22,209	11,802	11,802	11,802
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	<u>205</u>	<u>1,159</u>	<u>1,625</u>	<u>1,625</u>	<u>1,625</u>
Total Maintenance and Operations	38,135	53,657	38,534	38,534	38,533
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>48,663</u>	<u>62,648</u>	<u>57,564</u>	<u>57,564</u>	<u>57,563</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 48,663</u>	<u>\$ 62,648</u>	<u>\$ 57,564</u>	<u>\$ 57,564</u>	<u>\$ 57,563</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	<u>0.3</u>	<u>0.3</u>	<u>0.3</u>	<u>0.3</u>	<u>0.3</u>
Total	<u>0.3</u>	<u>0.3</u>	<u>0.3</u>	<u>0.3</u>	<u>0.3</u>



City of Whittier

City Controller

OVERVIEW

The Controller's Office is charged with the administration of the City's financial affairs, human resource functions, risk management responsibilities and emergency management operations. In fulfilling this mission, the Controller's Office performs a variety of functions which include the provision of staff support to the City Manager involving analysis and implementation of the City's annual operating budget and general accounting system, the maintenance and administration of the risk management and emergency management programs and human resource duties for the City, the Whittier Redevelopment Successor Agency, Whittier Utility Authority, Whittier Public Financing Authority, Whittier Housing Authority and several special districts.

The Controller's Office also provides support in various areas including the projection and analysis of compensation and benefits costs for labor negotiations; processing and reviewing unemployment insurance claims; administration of employee benefits programs; coordinating deferred compensation and PERS retirement programs; managing disaster preparedness and emergency operations; and coordinating the safety committee program and accident review committee.

The Controller's Office oversees the City's long range financial planning, financing of capital needs, including bond financings, and reviewing fiscal impact of Council actions. Currently, the Controller's Office administers the City's six (6) outstanding bonds, including the preparation of annual disclosure reports on new bonds issued since 1995.

Accounting functions performed by the department include general ledger maintenance, bi-weekly payroll processing, deferred compensation, weekly accounts payable processing, accounts receivable billing and maintenance, expense reimbursements, mobile equipment billings, maintenance of the City's capital asset and inventory listings, maintenance of the utility billing system and financial administration of the HUD's Community Development Block Grant (CDBG) and HOME programs. The office also coordinates the annual financial audit, prepares financial statements and compiles an audit report for the Wildlife Corridor Conservation Authority (WCCA).

In addition, the Controller's Office provides independent, technical analysis and advice on a broad range of management issues and problems aimed at monitoring the propriety of expenditures, evaluating internal controls, assessing efficiency and effectiveness of program objectives and analyzing and recommending changes in management systems procedures. Also, the Controller's Office is responsible for purchasing administration, the disbursement of monies, the preparation of various required financial reports, the supervision of the City's inventory of property, and management of the City's various audit engagements.

The City is known for its high quality of management and its sound fiscal practices.

City of Whittier

City Controller

KEY GOALS

- Provide excellent customer service to the public as well as other City departments or employees
- Provide fiscal planning and forecasting
- Facilitate and monitor departmental budget preparation
- Monitor financial activity
- Ensure the fiscal integrity of City operations and ensure compliance with guidelines and regulations
- Administer outstanding bonds and related debt
- Ensure the proper recording of accounting transactions
- Prepare accurate financial reports
- Maintain sound and efficient property, workers' compensation and liability risk management procedures and coverage's
- Provide effective administration of the City's employee benefits program, including group health and life insurance, Flex-RAP, deferred compensation, PERS retirement system and COBRA mandates
- Remain knowledgeable and informed in the areas of accounting, financial practices and related legislation

PERFORMANCE MEASURES

Measure	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Projected	FY 2016-17 Projected
Number of budget excellence awards received since Fiscal Year 2011-12	3	4	5	6
Number of budget adjustments processed	15	19	19	20
Number of Certificate of Achievement awards received since 1988	25	26	27	28

City of Whittier

City Controller - Administration (100-25-251-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 813,846	\$ 813,436	\$ 963,361	\$ 963,361	\$ 1,002,638
Maintenance and Operations	(7,627,766)	404,725	360,564	360,564	231,035
Loan Adjustment	7,627,766	-	-	-	-
Capital Outlay	-	-	-	-	-
Total Expenditures	813,846	1,218,161	1,323,925	1,323,925	1,233,673
Transfers-Out	45,862	-	-	-	-
Total Expenditures and Transfers-Out	\$ 859,708	\$ 1,218,161	\$ 1,323,925	\$ 1,323,925	\$ 1,233,673
Expenditures and Transfers-Out By Source					
General Fund	859,708	1,218,161	1,323,925	1,323,925	1,233,673
Total Expenditures and Transfers-Out	\$ 859,708	\$ 1,218,161	\$ 1,323,925	\$ 1,323,925	\$ 1,233,673
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 786,919	\$ 793,644	\$ 861,676	\$ 861,676	\$ 912,618
Employee Benefits	26,927	19,792	101,685	101,685	90,020
Total Employee Services	813,846	813,436	963,361	963,361	1,002,638
Dues, Memberships, License and Publications	2,324	2,063	1,955	1,955	1,955
Rentals	-	-	-	-	-
Taxes and Assessments	135	125	-	-	-
Insurance	7,930	3,634	8,634	8,634	5,505
Professional Services	168,316	174,770	200,100	200,100	200,100
Utilities	32,962	46,595	24,100	24,100	24,100
Miscellaneous Services	2,796	2,304	8,100	8,100	8,100
Repairs and Maintenance	54,502	56,136	39,130	39,130	39,130
Materials and Supplies	24,534	21,799	30,285	30,285	30,285
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	(8,013,454)	12,070	8,260	8,260	(118,140)
Total Maintenance and Operations	(7,719,955)	319,496	320,564	320,564	191,035
Capital Outlay	-	32,442	-	-	-
Transfers-Out	45,862	-	-	-	-
Total Operating Expenditures/Transfers	(6,860,247)	1,165,374	1,283,925	1,283,925	1,193,673
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	92,189	85,229	40,000	40,000	40,000
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	92,189	85,229	40,000	40,000	40,000
Total Expenditures and Transfers-Out	\$ (6,768,058)	\$ 1,250,603	\$ 1,323,925	\$ 1,323,925	\$ 1,233,673
Full Time Positions					
	12.0	11.0	11.0	11.0	11.0
Part Time Positions (Full Time Equivalent)					
	0.8	0.8	1.5	1.5	1.5
Total	12.8	11.8	12.5	12.5	12.5

City of Whittier

Property Insurance

OVERVIEW

The City participates in a property insurance program through California Insurance Pool Authority (CIPA) for pooled property insurance. Policy provisions, coverage, exposures and valuations are reviewed at least annually for appropriateness and accuracy.

The City also purchases special coverage for boiler and machinery, fiduciary liability, faithful performance and pollution. Earthquake and flood coverage varies each year depending on the market.

The City works through brokers to ensure that coverage for these exposures are placed with admitted California carriers if possible, and that the City acquires broad coverage at the lowest possible cost.



KEY GOALS

- Secure coverage to preserve the City's broad range of property and assets protection at minimum cost
- Accurately value the City's real and personal property to ensure adequate coverage
- Review and update property and equipment listing to reflect additions, deletions or upgraded properties and ensure maximum coverage

PERFORMANCE MEASURES

Measure	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Projected
Number of property loss reported	2	0	0	0
Total loss	\$40,330	\$0	\$0	\$0

City of Whittier

Property Insurance (100-25-272-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance and Operations	261,444	232,064	275,083	275,083	257,425
Capital Outlay	-	-	-	-	-
Total Expenditures	<u>261,444</u>	<u>232,064</u>	<u>275,083</u>	<u>275,083</u>	<u>257,425</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 261,444</u>	<u>\$ 232,064</u>	<u>\$ 275,083</u>	<u>\$ 275,083</u>	<u>\$ 257,425</u>
Expenditures and Transfers-Out By Source					
General Fund	261,444	232,064	275,083	275,083	257,425
Total Expenditures and Transfers-Out	<u>\$ 261,444</u>	<u>\$ 232,064</u>	<u>\$ 275,083</u>	<u>\$ 275,083</u>	<u>\$ 257,425</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	-	-	-
Total Employee Services	-	-	-	-	-
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	261,444	232,064	275,083	275,083	257,425
Professional Services	-	-	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	-	-	-	-	-
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	<u>261,444</u>	<u>232,064</u>	<u>275,083</u>	<u>275,083</u>	<u>257,425</u>
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>261,444</u>	<u>232,064</u>	<u>275,083</u>	<u>275,083</u>	<u>257,425</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 261,444</u>	<u>\$ 232,064</u>	<u>\$ 275,083</u>	<u>\$ 275,083</u>	<u>\$ 257,425</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>

City of Whittier

Subventions and Grants (268)

OVERVIEW

This fund is used to account for various Federal, State, County and other organizational grants awarded to the City which mandate segregated accounting or have special reporting requirements.

The fund is divided into the following budget codes that are managed by the respective departments:

268-21-950-903/921	Subventions and Grants – Library
268-22-950-922	Subventions and Grants – Parks
268-23-950-923	Subventions and Grants – Community Services
268-30-950-930	Subventions and Grants – Public Works
268-40-950-940	Subventions and Grants – Police

KEY GOALS

- Maintain accurate accounting records for all grants received
- Prepare timely financial reports as required by the granting agencies

City of Whittier

Subventions and Grants (268)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance and Operations	854,613	597,197	90,967	462,023	101,564
Capital Outlay	-	-	-	-	-
Total Expenditures	<u>854,613</u>	<u>597,197</u>	<u>90,967</u>	<u>462,023</u>	<u>101,564</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 854,613</u>	<u>\$ 597,197</u>	<u>\$ 90,967</u>	<u>\$ 462,023</u>	<u>\$ 101,564</u>
Expenditures and Transfers-Out By Source					
Subventions and Grants Fund	854,613	597,197	90,967	462,023	101,564
Total Expenditures and Transfers-Out	<u>\$ 854,613</u>	<u>\$ 597,197</u>	<u>\$ 90,967</u>	<u>\$ 462,023</u>	<u>\$ 101,564</u>
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	-	-	-
Total Employee Services	-	-	-	-	-
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	-	-	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	-	-	-	-	-
City Charges	-	-	-	-	-
Grants	854,613	597,197	90,697	462,023	101,564
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	<u>854,613</u>	<u>597,197</u>	<u>90,967</u>	<u>462,023</u>	<u>101,564</u>
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>854,613</u>	<u>597,197</u>	<u>90,967</u>	<u>462,023</u>	<u>101,564</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 854,613</u>	<u>\$ 597,197</u>	<u>\$ 90,967</u>	<u>\$ 462,023</u>	<u>\$ 101,564</u>
Full Time Positions	0	0	0	0	0
Part Time Positions (Full Time Equivalent)	0	0	0	0	0
Total	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

City of Whittier

Community Facilities District 1989-1

OVERVIEW

The City of Whittier formed a Community Facilities District in 1989 to assist in financing public improvements within the Whittier Boulevard Redevelopment Project Area's Whittier Marketplace Project. The formation of the Community Facilities District allowed the City to issue tax-exempt bonds in the gross amount of \$5,095,000 for the Whittier Marketplace, with a maturity date of September 1, 2019. These bonds were refunded in August 1998 for \$5,470,000 with the new bond maturity date of September 1, 2024.

The debt service on the bonds is paid by a special assessment on the property tax bills of property owners within the Community Facilities District boundaries.

KEY GOALS

- Provide a means of financing public improvements within the district

City of Whittier

Community Facilities District 1989-1 (586-25-999-205)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance and Operations	419,000	415,934	417,173	417,583	413,570
Capital Outlay	-	-	-	-	-
Total Expenditures	<u>419,000</u>	<u>415,934</u>	<u>417,173</u>	<u>417,583</u>	<u>413,570</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 419,000</u>	<u>\$ 415,934</u>	<u>\$ 417,173</u>	<u>\$ 417,583</u>	<u>\$ 413,570</u>
Expenditures and Transfers-Out By Source					
Community Facilities District 1989-1 Fund	419,000	415,934	417,173	417,583	413,570
Total Expenditures and Transfers-Out	<u>\$ 419,000</u>	<u>\$ 415,934</u>	<u>\$ 417,173</u>	<u>\$ 417,583</u>	<u>\$ 413,570</u>
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	-	-	-
Total Employee Services	-	-	-	-	-
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	4,000	5,565	5,170	5,170	5,820
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	-	-	-	-	-
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	<u>4,000</u>	<u>5,565</u>	<u>5,170</u>	<u>5,170</u>	<u>5,820</u>
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>4,000</u>	<u>5,565</u>	<u>5,170</u>	<u>5,170</u>	<u>5,820</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	415,000	410,369	412,003	412,413	407,750
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>415,000</u>	<u>410,369</u>	<u>412,003</u>	<u>412,413</u>	<u>407,750</u>
Total Expenditures and Transfers-Out	<u>\$ 419,000</u>	<u>\$ 415,934</u>	<u>\$ 417,173</u>	<u>\$ 417,583</u>	<u>\$ 413,570</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>

City of Whittier

Workers' Compensation

OVERVIEW

The Controller's Office administers a self-insured worker's compensation program in accordance with State worker's compensation law. California statutes guarantee certain benefits to employees who are injured or become ill as a result of their jobs. Benefit levels are set by State statutes.

The City contracts with a third-party administrator, Keenan & Associates, who is responsible for claims management and serves as a liaison between the City, the injured employee and the State worker's compensation system.

An excess worker's compensation insurance policy is maintained for catastrophic claims in excess of the self-insured retention of \$500,000 through a pool-purchased program sponsored by the California State Association of Counties - Excess Insurance Authority (CSAC-EIA). CSAC-EIA is a risk management joint-powers authority formed to provide municipalities with an alternative to the rising costs of insurance in the private sector insurance market.

Other responsibilities of this division include compliance with worker's compensation legislation and OSHA (Occupational Safety and Health Administration) regulations regarding repetitive motion injuries, evaluation of workstations, assist departments with safety or ergonomic concerns, coordination of safety related workshops and training and coordination of the employee safety/accident review committee. The Employee Safety Program strives to protect and conserve resources, in terms of both the employee and City assets, through employee safety awareness and training, as well as identification and elimination of workplace hazards.

KEY GOALS

- Maintain sufficient operating reserve to provide for administrative and claim payments and outstanding liabilities
- Control rising workers' compensation costs through a comprehensive safety program, including employee training and an aggressive case closure posture
- Reduce total number of calendar days missed from work due to job related injuries thru the implementation of a Return to Work Program
- Manage third party administrator claims processing for efficient and timely claim handling
- Communicate effectively with City departments, third party administrators and claimants
- Coordinate with CSAC-EIA to affect change in legislation regarding workers' compensation, i.e. medical reporting and other workers' compensation programs

PERFORMANCE MEASURES

Measure	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Projected
Number of Worker's Compensation claims filed	69	78	66	66
Number of calendar days missed from work due to work-related injuries	949	292	771	771

City of Whittier

Workers' Compensation (720-25-261-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 52,348	\$ 36,241	\$ 55,742	\$ 55,742	\$ 58,544
Maintenance and Operations	1,933,356	1,751,038	2,185,736	2,185,736	2,188,315
Capital Outlay	-	-	-	-	-
Total Expenditures	<u>1,985,704</u>	<u>1,787,279</u>	<u>2,241,478</u>	<u>2,241,478</u>	<u>2,246,859</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 1,985,704</u>	<u>\$ 1,787,279</u>	<u>\$ 2,241,478</u>	<u>\$ 2,241,478</u>	<u>\$ 2,246,859</u>
Expenditures and Transfers-Out By Source					
Workers' Compensation Fund	1,985,704	1,787,279	2,241,478	2,241,478	2,246,859
Total Expenditures and Transfers-Out	<u>\$ 1,985,704</u>	<u>\$ 1,787,279</u>	<u>\$ 2,241,478</u>	<u>\$ 2,241,478</u>	<u>\$ 2,246,859</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 19,205	\$ 3,044	\$ 21,709	\$ 21,709	\$ 21,709
Employee Benefits	33,143	33,197	34,033	34,033	36,835
Total Employee Services	<u>52,348</u>	<u>36,241</u>	<u>55,742</u>	<u>55,742</u>	<u>58,544</u>
Dues, Memberships, License and Publications	400	609	685	685	685
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	1,634,801	1,480,539	1,884,896	1,884,896	1,884,717
Professional Services	147,438	118,989	143,570	143,570	143,570
Utilities	-	-	-	-	-
Miscellaneous Services	4,400	4,000	4,710	4,710	4,710
Repairs and Maintenance	433	372	530	530	530
Materials and Supplies	1,717	3,202	2,820	2,820	2,820
City Charges	135,486	136,976	137,935	137,935	140,693
Mobile Equipment Rental	-	-	-	-	-
Other	8,681	6,351	10,590	10,590	10,590
Total Maintenance and Operations	<u>1,933,356</u>	<u>1,751,038</u>	<u>2,185,736</u>	<u>2,185,736</u>	<u>2,188,315</u>
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>1,985,704</u>	<u>1,787,279</u>	<u>2,241,478</u>	<u>2,241,478</u>	<u>2,246,859</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 1,985,704</u>	<u>\$ 1,787,279</u>	<u>\$ 2,241,478</u>	<u>\$ 2,241,478</u>	<u>\$ 2,246,859</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.5	0.5	0.5	0.5	0.5
Total	<u>0.5</u>	<u>0.5</u>	<u>0.5</u>	<u>0.5</u>	<u>0.5</u>

City of Whittier

General Liability

OVERVIEW

The Controller's Office administers a self-insured general liability program with a self-insured retention of \$500,000 per occurrence. The City is a member of the California Insurance Pool Authority (CIPA), a joint powers authority of 13 California cities, which provides coverage in excess of the \$500,000 retention to \$43 million per occurrence.

The City contracts with a third-party administrator, Keenan & Associates, to investigate and adjust claims and coordinate defense of property damage and personal injury claims. The City provides information to the third-party administrator to aid in the investigation and authorizes settlements.

The program includes identification of exposures through accident reporting and investigation, defensive driving programs, contract review for proper insurance and indemnification clauses, assistance to defense attorneys in preparation of cases and liability advice to City departments.

KEY GOALS

- Maintain a sufficient reserve to operate the program and fund claims
- Maintain effective communications between City departments, third party administrators, claimants and CIPA
- Control rising liability costs through a comprehensive safety program, an aggressive case closure position, as well as administering the handling of smaller claims to help control costs
- Monitor third party administrator claims processing for efficient and timely claims handling
- Maintain litigation management program and ensure that all attorneys are in compliance with the program's guidelines
- Participate in CIPA committees to stay informed of new concepts, novelties and other efforts utilized to control costs

PERFORMANCE MEASURES

Measure	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Projected
Number of General Liability claims filed	117	112	93	93
Number of vehicle accidents involving City Employees	14	9	16	16

City of Whittier

General Liability (730-25-262-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 73,826	\$ 79,057	\$ 94,304	\$ 94,304	\$ 98,917
Maintenance and Operations	869,984	1,396,155	1,836,900	1,836,900	1,839,325
Capital Outlay	-	-	-	-	-
Total Expenditures	943,810	1,475,212	1,931,204	1,931,204	1,938,242
Transfers-Out	598,000	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 1,541,810</u>	<u>\$ 1,475,212</u>	<u>\$ 1,931,204</u>	<u>\$ 1,931,204</u>	<u>\$ 1,938,242</u>
Expenditures and Transfers-Out By Source					
General Liability Fund	1,541,810	1,475,212	1,931,204	1,931,204	1,938,242
Total Expenditures and Transfers-Out	<u>\$ 1,541,810</u>	<u>\$ 1,475,212</u>	<u>\$ 1,931,204</u>	<u>\$ 1,931,204</u>	<u>\$ 1,938,242</u>
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ 4,482	\$ 17,231	\$ 17,231	\$ 17,231
Employee Benefits	73,826	74,575	77,073	77,073	81,686
Total Employee Services	73,826	79,057	94,304	94,304	98,917
Dues, Memberships, License and Publications	193	-	470	470	470
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	763,463	1,289,463	1,700,672	1,700,672	1,700,672
Professional Services	-	-	22,484	22,484	22,484
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	1,510	1,510	1,510
Repairs and Maintenance	365	372	530	530	530
Materials and Supplies	395	714	1,745	1,745	1,745
City Charges	104,393	105,541	106,280	106,280	108,406
Mobile Equipment Rental	-	-	1,939	1,939	2,238
Other	1,175	65	1,270	1,270	1,270
Total Maintenance and Operations	869,984	1,396,155	1,836,900	1,836,900	1,839,325
Capital Outlay	-	-	-	-	-
Transfers-Out	598,000	-	-	-	-
Total Operating Expenditures/Transfers	<u>1,541,810</u>	<u>1,475,212</u>	<u>1,931,204</u>	<u>1,931,204</u>	<u>1,938,242</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 1,541,810</u>	<u>\$ 1,475,212</u>	<u>\$ 1,931,204</u>	<u>\$ 1,931,204</u>	<u>\$ 1,938,242</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.4	0.4	0.4	0.4	0.4
Total	<u>0.4</u>	<u>0.4</u>	<u>0.4</u>	<u>0.4</u>	<u>0.4</u>

City of Whittier

Equipment Replacement

OVERVIEW

The Equipment Replacement Fund is the cost center used to account for the operations, maintenance, and replacement of major equipment (e.g. copiers, mobile radios, computer system, phone system, etc). The acquisition of new equipment in excess of \$20,000 is budgeted in the Capital Outlay General Fund (635), while new equipment costing less than \$20,000 is budgeted in the respective budget code of each department.

In addition, beginning in Fiscal Year 1995-96, a reserve for major equipment was established with contributions from the Capital Outlay General Fund. The fund is used as a sinking fund for major equipment replacement. The Five-Year Capital Improvement Summary provides a listing of equipment and the amount of funding approved for the current fiscal year, if any, and includes estimated funding requirements for the next five-year period.

KEY GOALS

- Maintain and reserve funds for equipment replacement
- Provide for future equipment replacements when needed

Performance Measures

Measure	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Projected	FY 2016-17 Projected
Reserve fund balance for equipment replacement	\$902,937	\$1,004,764	\$1,173,062	\$1,384,897

City of Whittier

Equipment Replacement (770)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance and Operations	66,385	101,773	65,000	68,475	65,000
Capital Outlay	-	18,446	133,200	207,347	133,200
Total Expenditures	<u>66,385</u>	<u>120,219</u>	<u>198,200</u>	<u>275,822</u>	<u>198,200</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 66,385</u>	<u>\$ 120,219</u>	<u>\$ 198,200</u>	<u>\$ 275,822</u>	<u>\$ 198,200</u>
Expenditures and Transfers-Out By Source					
General Fund	66,385	120,219	198,200	275,822	198,200
Total Expenditures and Transfers-Out	<u>\$ 66,385</u>	<u>\$ 120,219</u>	<u>\$ 198,200</u>	<u>\$ 275,822</u>	<u>\$ 198,200</u>
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	-	-	-
Total Employee Services	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	-	-	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	66,385	101,773	65,000	68,475	65,000
Materials and Supplies	-	-	-	-	-
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	<u>66,385</u>	<u>101,773</u>	<u>65,000</u>	<u>68,475</u>	<u>65,000</u>
Capital Outlay	-	18,446	120,000	207,347	120,000
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>66,385</u>	<u>120,219</u>	<u>185,000</u>	<u>275,822</u>	<u>185,000</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	13,200	-	13,200
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>13,200</u>	<u>-</u>	<u>13,200</u>
Total Expenditures and Transfers-Out	<u>\$ 66,385</u>	<u>\$ 120,219</u>	<u>\$ 198,200</u>	<u>\$ 275,822</u>	<u>\$ 198,200</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>

City of Whittier

Group Health Insurance

OVERVIEW

The Group Health Insurance Fund is comprised of the City's contribution toward the cost of group health and life insurance plans, employee payroll premium deductions, retiree premium payments, payments by former employees for continued health insurance coverage pursuant to the Consolidated Omnibus Budget Reconciliation Act (COBRA) and the costs to administer the City's health insurance programs.

The Controller's Office coordinates the Employee Health Benefits Advisory Committee and prepares insurance information for employees, retirees and former employees under COBRA. They coordinate the annual insurance and Flex-Rap (IRC 125) open enrollment process and the Employee Health Promotion program. The division manages the day-to-day administration of the City's group insurance plans, including Health Insurance Portability and Accountability Act (HIPAA) medical privacy compliance.

Various City departmental budgets are charged for the portion of the health insurance premiums paid by the City, Flex-RAP administration and Employee Assistance Program (EAP). Administrative charges for COBRA participants and interest earnings are designated to fund the health insurance program's administrative costs, as well as changes in employee enrollment.

KEY GOALS

- Coordinate the Employee Health Promotion program to mitigate group medical insurance claims and corresponding premium increases, increase employee productivity, reduce lost time, enhance employee morale and self-esteem
- Effectively manage the annual insurance renewal process, day-to-day administration of the group insurance and related programs
- Monitor compliance with Federal regulations such as COBRA, State and Federal Family and Medical Leave Acts and HIPAA

PERFORMANCE MEASURES

Measure	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17
	Actual	Actual	Actual	Projected
Loss claim ratio (PPO plans only)	80.45	76.19	80.61	80.61
Number of employees on PPO	152	139	132	132
Number of employees on HMO	148	137	126	126

City of Whittier

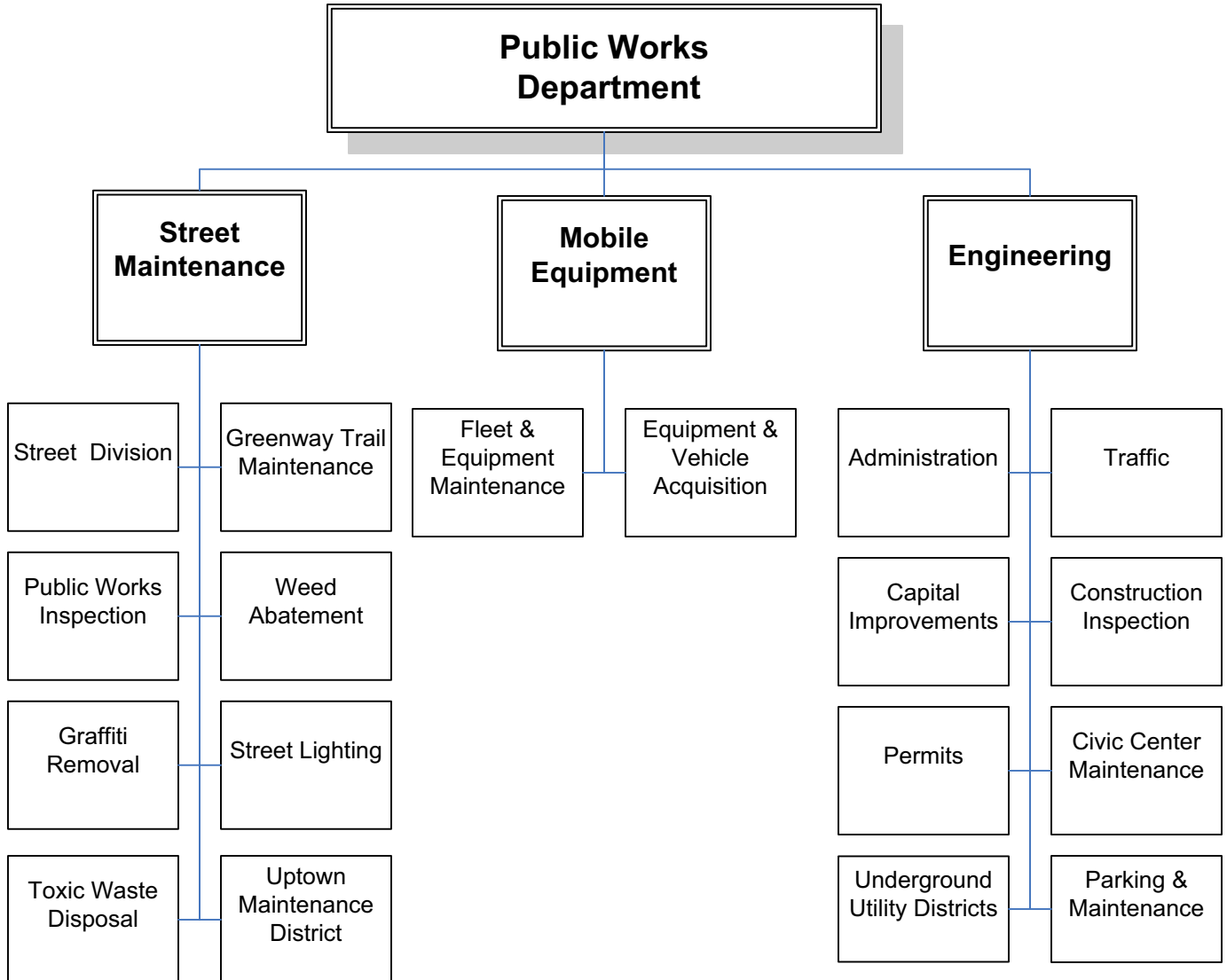
Group Health Insurance (780-25-173-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 10,534	\$ 10,534	\$ 9,774	\$ 9,774	\$ 9,774
Maintenance and Operations	4,972,074	5,174,729	6,113,726	6,113,726	6,049,062
Capital Outlay	-	-	-	-	-
Total Expenditures	4,982,608	5,185,263	6,123,500	6,123,500	6,058,836
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 4,982,608	\$ 5,185,263	\$ 6,123,500	\$ 6,123,500	\$ 6,058,836
Expenditures and Transfers-Out By Source					
Group Health Insurance Fund	4,982,608	5,185,263	6,123,500	6,123,500	6,058,836
Total Expenditures and Transfers-Out	\$ 4,982,608	\$ 5,185,263	\$ 6,123,500	\$ 6,123,500	\$ 6,058,836
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	10,534	10,534	9,774	9,774	9,774
Total Employee Services	10,534	10,534	9,774	9,774	9,774
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	4,943,597	5,147,876	6,080,875	6,080,875	6,015,776
Professional Services	7,120	5,277	10,762	10,762	10,762
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	23	8	270	270	270
City Charges	21,334	21,568	21,719	21,719	22,154
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	100	100	100
Total Maintenance and Operations	4,972,074	5,174,729	6,113,726	6,113,726	6,049,062
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	4,982,608	5,185,263	6,123,500	6,123,500	6,058,836
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 4,982,608	\$ 5,185,263	\$ 6,123,500	\$ 6,123,500	\$ 6,058,836
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	0.0	0.0	0.0	0.0	0.0



Public Works

Organization Chart

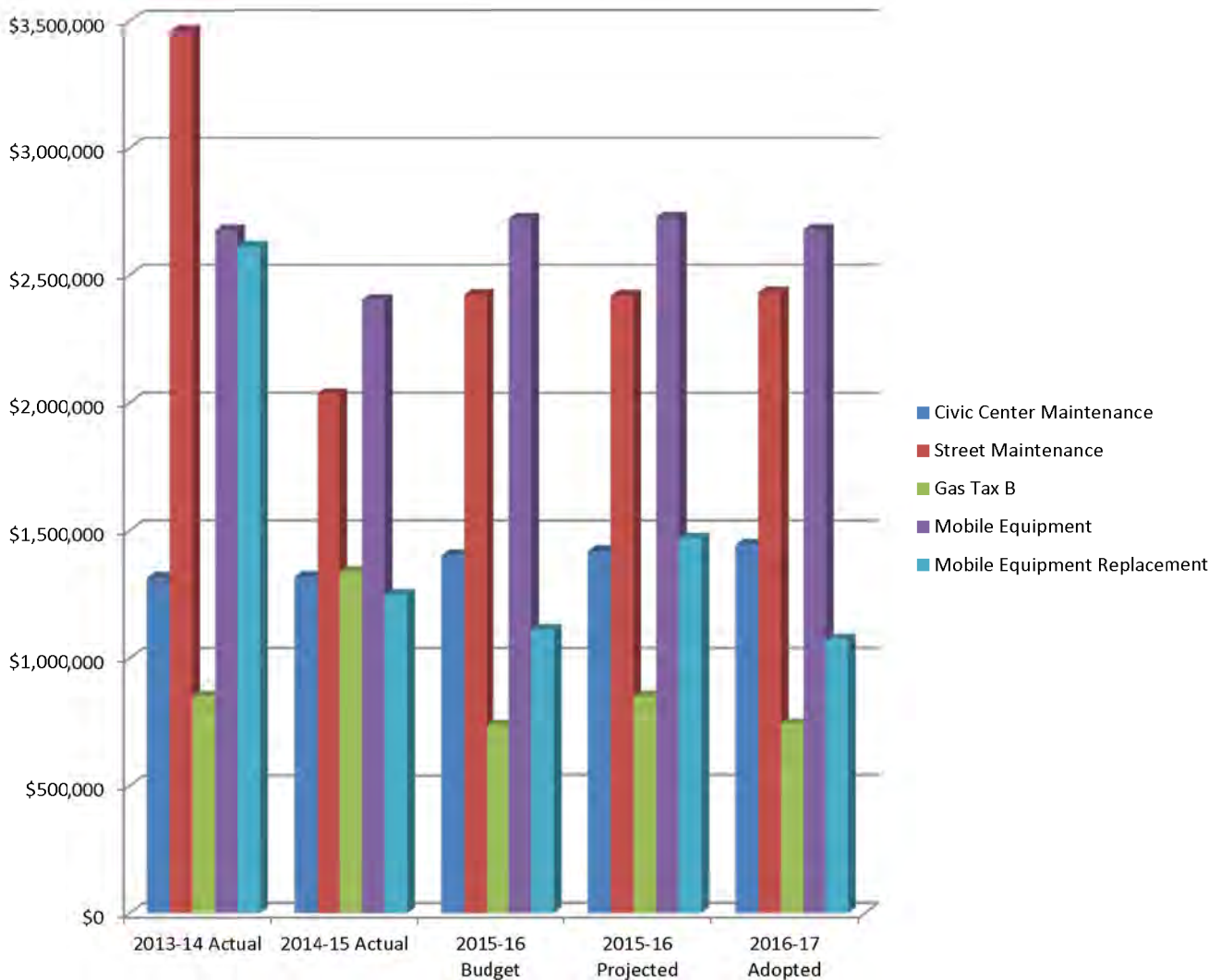




City of Whittier

Public Works Department

Division/Cost Center	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
Civic Center Maintenance	\$ 1,314,539	\$ 1,318,605	\$ 1,402,640	\$ 1,419,520	\$ 1,445,024
Street Maintenance	3,460,895	2,033,776	2,422,625	2,418,475	2,430,923
Gas Tax B	848,885	1,338,056	732,965	850,272	740,952
Mobile Equipment	2,676,048	2,402,916	2,720,332	2,725,312	2,676,497
Mobile Equipment Replacement	2,611,655	1,247,511	1,111,000	1,468,247	1,073,000



City of Whittier

Civic Center Maintenance

OVERVIEW

The Civic Center Maintenance Division under the Public Works Department is responsible for maintaining all City buildings in the Civic Center Complex and both libraries (Central and Whittwood Branch), including the Special Activities Building at the southeast corner of Washington Avenue and Walnut Street and the Friends of the Whittier Public Library used book store facility at Bailey Street and Comstock Avenue. Division responsibilities include the daily up-keep and repair of all structural and non-structural building components.

The Division administers the contracts for major and specialty work performed by private contractors or individuals. These contracts include on-going janitorial services, pest control, HVAC, elevator maintenance and facility or equipment improvements.

KEY GOALS

- Maintain all equipment and facilities within the purview of the division at optimum operational levels through performance of regular and timely maintenance
- Maintain an on-going preventive maintenance program to avoid major problems and emergencies, reduce occurrences and minimize the frequency and duration of service disruptions attributed to equipment failures
- Maximize allocated resources through effective and thorough procurement of the services that are performed by contract labor or outside vendors
- Continuously update and review maintenance related procedures in order to achieve maximum benefits from the efforts of Division staff
- Continuously seek energy efficient operation options to reduce operation expenses and achieve overall energy savings within the Civic Center Maintenance system
- Continue with the facility upgrade programs to comply with the American Disability Act (ADA) requirements
- Provide technical assistance to other City departments on office remodeling and refurbishment work

PERFORMANCE MEASURES

Measure	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Projected
Service calls	1,840	1,950	2,800	2,800

City of Whittier

Civic Center Maintenance (100-30-142-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 266,495	\$ 247,311	\$ 277,213	\$ 277,213	\$ 281,534
Maintenance and Operations	1,048,044	1,071,294	1,125,427	1,142,307	1,163,490
Capital Outlay	-	-	-	-	-
Total Expenditures	1,314,539	1,318,605	1,402,640	1,419,520	1,445,024
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ <u>1,314,539</u>	\$ <u>1,318,605</u>	\$ <u>1,402,640</u>	\$ <u>1,419,520</u>	\$ <u>1,445,024</u>
Expenditures and Transfers-Out By Funding Source					
General Fund	1,314,539	1,318,605	1,402,640	1,419,520	1,445,024
Total Expenditures and Transfers-Out	\$ <u>1,314,539</u>	\$ <u>1,318,605</u>	\$ <u>1,402,640</u>	\$ <u>1,419,520</u>	\$ <u>1,445,024</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 200,067	\$ 181,987	\$ 197,844	\$ 197,844	\$ 206,986
Employee Benefits	66,428	65,324	79,369	79,369	74,548
Total Employee Services	266,495	247,311	277,213	277,213	281,534
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	120	120	120
Taxes and Assessments	-	-	-	-	-
Insurance	6,553	2,667	2,678	2,678	2,581
Professional Services	-	-	-	-	-
Utilities	573,962	631,715	671,065	671,065	671,065
Miscellaneous Services	101,434	101,434	143,962	143,962	143,961
Repairs and Maintenance	301,809	274,992	236,209	253,089	276,209
Materials and Supplies	51,988	49,694	59,727	59,727	59,727
City Charges	-	-	-	-	-
Mobile Equipment Rental	10,757	10,757	11,566	11,566	9,727
Other	1,541	35	100	100	100
Total Maintenance and Operations	1,048,044	1,071,294	1,125,427	1,142,307	1,163,490
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	1,314,539	1,318,605	1,402,640	1,419,520	1,445,024
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ <u>1,314,539</u>	\$ <u>1,318,605</u>	\$ <u>1,402,640</u>	\$ <u>1,419,520</u>	\$ <u>1,445,024</u>
Full Time Positions	3.0	3.0	3.0	3.0	3.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>

City of Whittier

Street Lighting

OVERVIEW

The Street Lighting Division of the Public Works Department is responsible for maintaining approximately 2,244 of the City's streetlights in proper working condition. This includes replacement lighting and new installations in conjunction with new development, replacement of knocked down light poles and maintenance of lighting in parks and recreational areas. In addition, this division handles all emergency repair work.

The division staff coordinates the maintenance effort with the Southern California Edison Company to ensure the other 2,060 Edison-owned lights are also maintained properly throughout the City.

KEY GOALS

- Improve the appearance of the City through the illumination of City streets
- Enhance public safety by proper illumination
- Enhance evening visibility of City's business districts
- Provide the most energy efficient and effective lighting system using new technologies such as LED fixtures
- Conversion of old 6,600 volt series lighting circuits to new 120/240 volt multiple circuits



PERFORMANCE MEASURES

Measure	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Projected
Light poles replaced from knockdowns	4	13	5	4
LED light conversions*	24	24	14	2000
New lights**	3	0	0	46

*retrofit of existing lights (not signals, but overhead safety lights included in performance)

**new light construction uses LED technology (does not include traffic signal heads)

City of Whittier

Street Lighting (100-30-321-801)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 92,215	\$ 78,177	\$ 65,711	\$ 65,711	\$ 65,711
Maintenance and Operations	420,153	421,772	405,920	405,920	405,897
Capital Outlay	-	-	-	-	-
Total Expenditures	<u>512,368</u>	<u>499,949</u>	<u>471,631</u>	<u>471,631</u>	<u>471,608</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 512,368</u>	<u>\$ 499,949</u>	<u>\$ 471,631</u>	<u>\$ 471,631</u>	<u>\$ 471,608</u>
Expenditures and Transfers-Out By Funding Source					
General Fund	512,368	499,949	471,631	471,631	471,608
Total Expenditures and Transfers-Out	<u>\$ 512,368</u>	<u>\$ 499,949</u>	<u>\$ 471,631</u>	<u>\$ 471,631</u>	<u>\$ 471,608</u>
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 3,962	\$ 2,943	\$ 6,202	\$ 6,202	\$ 6,202
Employee Benefits	88,253	75,234	59,509	59,509	59,509
Total Employee Services	<u>92,215</u>	<u>78,177</u>	<u>65,711</u>	<u>65,711</u>	<u>65,711</u>
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	697	436	436	436	413
Professional Services	-	-	-	-	-
Utilities	397,274	386,399	383,063	383,063	383,063
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	8,174	14,879	1,971	1,971	1,971
Materials and Supplies	14,008	20,058	20,250	20,250	20,250
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	200	200	200
Total Maintenance and Operations	<u>420,153</u>	<u>421,772</u>	<u>405,920</u>	<u>405,920</u>	<u>405,897</u>
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>512,368</u>	<u>499,949</u>	<u>471,631</u>	<u>471,631</u>	<u>471,608</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 512,368</u>	<u>\$ 499,949</u>	<u>\$ 471,631</u>	<u>\$ 471,631</u>	<u>\$ 471,608</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>

City of Whittier

Street Sweeping

OVERVIEW

The Street Cleaning Program under the Public Works Department is responsible for the sweeping, cleaning and disposal of leaves, litter and debris from Whittier roadways, streets, freeway frontages, alleys, business districts and bus stops.

Street sweeping is conducted regularly to prevent standing water which promotes the growth of algae and increases the presence of flies, mosquitoes and other pests. Street sweeping also eliminates unpleasant or offensive odors.



Whittier Boulevard, a state-owned highway, is part of the City's sweeping route. The City is reimbursed from CALTRANS for sweeping expenses based on the actual cost per mile for the previous year.

Streets within the City are swept bi-weekly, except for the Uptown Maintenance District area, which is swept four times a week. The street maintenance crew operates two (2) vacuum-type street sweepers on a regular basis. An additional street sweeper is available for emergency purposes or in case one of the regular sweepers is in for service or repairs.



KEY GOALS

- Provide for the continued maintenance of City roadways in order to maintain a safe environment for City residents
- Reduce leaves, trash and debris from entering the storm drain system as mandated by the National Pollutant Discharge Elimination System (NPDES) permit program

City of Whittier

Street Sweeping (100-30-321-802)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ 137,156
Maintenance and Operations	-	-	-	-	274,316
Capital Outlay	-	-	-	-	-
Total Expenditures	-	-	-	-	411,472
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ -	\$ -	\$ -	\$ -	\$ 411,472
Expenditures and Transfers-Out By Funding Source					
General Fund	-	-	-	-	411,472
Total Expenditures and Transfers-Out	\$ -	\$ -	\$ -	\$ -	\$ 411,472
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	-	\$ -	\$ 110,726
Employee Benefits	-	-	-	-	26,430
Total Employee Services	-	-	-	-	137,156
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	4,625
Professional Services	-	-	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	-	-	-	-	7,000
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	262,691
Other	-	-	-	-	-
Total Maintenance and Operations	-	-	-	-	274,316
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	-	-	-	-	411,472
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ -	\$ -	\$ -	\$ -	\$ 411,472
Full Time Positions	0.0	0.0	0.0	0.0	2.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	0.0	0.0	0.0	0.0	2.0

City of Whittier

Street Maintenance

OVERVIEW



The Street Maintenance Division of the Public Works Department maintains approximately 195 miles of streets to ensure safe conditions for pedestrians and vehicular traffic. Maintenance includes basic repairs on damaged pavement and sidewalks to help deter further damage. This extends the useful life of existing pavement, thereby reducing the high cost of future reconstruction. This Division is also responsible for traffic sign maintenance, special event street closures, and responding to a variety of street related emergencies involving removal of any hazards and/or debris that might obstruct free access to City streets.

The Street Maintenance Division is funded by the General Fund, Gas Tax A and B Funds and the Traffic Safety Fund.

KEY GOALS

- Provide for the continued maintenance of City roadways and street signs in order to maintain a safe environment for City residents
- Comply with new federal retro reflectivity laws for street name signage
- Regularly update and/or adjust the City's pavement management system to reflect actual capital improvement activity and available resources



PERFORMANCE MEASURES

Measure	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Projected
Traffic Signs replaced/added	892	461	451	400
Street name signs replaced	269	434	512	450
Tons of asphalt used for repairs	786	803	464	500
Cubic yards of concrete used	681	221	200	250

City of Whittier

Street Maintenance (100-30-321-803)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 1,357,860	\$ 1,242,966	\$ 1,351,611	\$ 1,347,461	\$ 1,435,800
Maintenance and Operations	2,103,035	790,810	1,071,014	1,071,014	995,123
Capital Outlay	-	-	-	-	-
Total Expenditures	3,460,895	2,033,776	2,422,625	2,418,475	2,430,923
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ <u>3,460,895</u>	\$ <u>2,033,776</u>	\$ <u>2,422,625</u>	\$ <u>2,418,475</u>	\$ <u>2,430,923</u>
Expenditures and Transfers-Out By Funding Source					
Gas Tax A Fund (261)	604,500	650,000	650,000	650,000	650,000
Traffic Safety (264)	336,750	350,000	350,000	350,000	350,000
Gas Tax B Fund (265)	434,045	434,045	434,045	434,045	434,045
General Fund	2,085,600	599,731	988,580	984,430	996,878
Total Expenditures and Transfers-Out	\$ <u>3,460,895</u>	\$ <u>2,033,776</u>	\$ <u>2,422,625</u>	\$ <u>2,418,475</u>	\$ <u>2,430,923</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	982,141	891,814	1,016,963	1,016,963	1,106,422
Employee Benefits	375,719	351,152	334,648	330,498	329,378
Total Employee Services	1,357,860	1,242,966	1,351,611	1,347,461	1,435,800
Dues, Memberships, License and Publications	298	442	562	562	562
Rentals	42,634	34,957	41,957	41,957	41,957
Taxes and Assessments	17	-	-	-	-
Insurance	303,242	300,387	394,036	394,036	340,214
Professional Services	-	-	-	-	-
Utilities	1,455	1,509	960	960	960
Miscellaneous Services	-	25	400	400	400
Repairs and Maintenance	1,269,016	11,650	48,861	48,861	48,862
Materials and Supplies	186,216	133,402	287,619	287,619	287,312
City Charges	-	-	-	-	-
Mobile Equipment Rental	299,808	308,167	296,169	296,169	274,406
Other	349	271	450	450	450
Total Maintenance and Operations	2,103,035	790,810	1,071,014	1,071,014	995,123
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	3,460,895	2,033,776	2,422,625	2,418,475	2,430,923
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ <u>3,460,895</u>	\$ <u>2,033,776</u>	\$ <u>2,422,625</u>	\$ <u>2,418,475</u>	\$ <u>2,430,923</u>
Full Time Positions	19.0	16.0	16.0	16.0	16.0
Part Time Positions (Full Time Equivalent)	2.7	2.7	2.7	2.7	2.7
Total	21.7	18.7	18.7	18.7	18.7

City of Whittier

Traffic Signals

OVERVIEW



The Traffic Signal Division has a staff of three (3) employees under the supervision of the Engineering Department. The Division has the responsibility for providing all necessary maintenance to the traffic signals owned by the City. In addition, the Division staff also manages, operates and maintains all speed radar feed-back signs, in-pavement crosswalk light systems and flash-yellow warning light systems.

The Division is also responsible for maintaining the signals owned by the County of Los Angeles and the State of California on a cost shared basis with those two entities.

The Traffic Signal Division provides electrical repair service to all other City departments. As part of an ongoing modernization program the Division replaces aged, mechanical signal controllers with modern, solid state models to improve the reliability of the signals. In addition, the Division is continuing another ongoing modernization program to replace safety lights as signals with new more efficient energy saving LED luminaires.

KEY GOALS

- Provide for orderly and efficient movement of pedestrian and vehicular traffic through the City



City of Whittier

Traffic Signals (100-30-321-804)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 193,214	\$ 201,300	\$ 209,488	\$ 209,488	\$ 225,101
Maintenance and Operations	168,970	218,032	212,500	212,500	214,599
Capital Outlay	-	-	-	-	-
Total Expenditures	<u>362,184</u>	<u>419,332</u>	<u>421,988</u>	<u>421,988</u>	<u>439,700</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 362,184</u>	<u>\$ 419,332</u>	<u>\$ 421,988</u>	<u>\$ 421,988</u>	<u>\$ 439,700</u>
Expenditures and Transfers-Out By Funding Source					
General Fund	362,184	419,332	421,988	421,988	439,700
Total Expenditures and Transfers-Out	<u>\$ 362,184</u>	<u>\$ 419,332</u>	<u>\$ 421,988</u>	<u>\$ 421,988</u>	<u>\$ 439,700</u>
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 229,956	\$ 230,211	\$ 225,671	\$ 225,671	\$ 234,035
Employee Benefits	(36,742)	(28,911)	(16,183)	(16,183)	(8,934)
Total Employee Services	<u>193,214</u>	<u>201,300</u>	<u>209,488</u>	<u>209,488</u>	<u>225,101</u>
Dues, Memberships, License and Publications	-	-	115	115	115
Rentals	3,313	3,313	3,383	3,383	3,383
Taxes and Assessments	-	-	-	-	-
Insurance	15,141	11,215	12,217	12,217	2,554
Professional Services	-	-	-	-	-
Utilities	68,387	134,247	120,585	120,585	120,585
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	15,143	5,458	12,080	12,080	12,080
Materials and Supplies	11,120	7,933	9,117	9,117	9,014
City Charges	-	-	-	-	-
Mobile Equipment Rental	55,866	55,866	54,943	54,943	66,808
Other	-	-	60	60	60
Total Maintenance and Operations	<u>168,970</u>	<u>218,032</u>	<u>212,500</u>	<u>212,500</u>	<u>214,599</u>
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>362,184</u>	<u>419,332</u>	<u>421,988</u>	<u>421,988</u>	<u>439,700</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 362,184</u>	<u>\$ 419,332</u>	<u>\$ 421,988</u>	<u>\$ 421,988</u>	<u>\$ 439,700</u>
Full Time Positions	3.0	3.0	3.0	3.0	3.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>

City of Whittier

Greenway Trail Maintenance

OVERVIEW

The City of Whittier purchased 4.5 miles of abandoned railroad right-of-way from Mills to Pioneer in December 2001, for development into a bicycle and pedestrian trail. The Street Division of Public Works is responsible for the asphalt bike trail maintenance as well as the decomposed granite walking trail.

KEY GOALS

- Provide for the continued maintenance of the asphalt bike trail in order to assure a safe environment for users
- Provide for the continued maintenance of the decomposed granite walking trail in order to assure a safe environment for users
- Continue to provide graffiti abatement 7 days a week in order to maintain the Greenway Trail free of graffiti.
- Provide for the continued maintenance of the cable fencing and wood bollards.
- Provide for the continued maintenance of regulatory, warning, and informational signs.

City of Whittier

Greenway Trail Maintenance (100-30-321-805)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 54,180	\$ 55,806	\$ 78,260	\$ 78,260	\$ 79,300
Maintenance and Operations	16,596	4,393	33,000	33,000	33,000
Capital Outlay	26,450	-	-	-	-
Total Expenditures	<u>97,226</u>	<u>60,199</u>	<u>111,260</u>	<u>111,260</u>	<u>112,300</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 97,226</u>	<u>\$ 60,199</u>	<u>\$ 111,260</u>	<u>\$ 111,260</u>	<u>\$ 112,300</u>
Expenditures and Transfers-Out By Funding Source					
General Fund	97,226	60,199	111,260	111,260	112,300
Total Expenditures and Transfers-Out	<u>\$ 97,226</u>	<u>\$ 60,199</u>	<u>\$ 111,260</u>	<u>\$ 111,260</u>	<u>\$ 112,300</u>
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 797	\$ 4,447	\$ 2,500	\$ 2,500	\$ 2,500
Employee Benefits	53,383	51,359	75,760	75,760	76,800
Total Employee Services	<u>54,180</u>	<u>55,806</u>	<u>78,260</u>	<u>78,260</u>	<u>79,300</u>
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	1,000	1,000	1,000
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	-	-	-	-	-
Utilities	208	-	500	500	500
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	14,082	3,891	26,000	26,000	26,000
Materials and Supplies	2,306	502	5,500	5,500	5,500
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	<u>16,596</u>	<u>4,393</u>	<u>33,000</u>	<u>33,000</u>	<u>33,000</u>
Capital Outlay	26,450	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>97,226</u>	<u>60,199</u>	<u>111,260</u>	<u>111,260</u>	<u>112,300</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 97,226</u>	<u>\$ 60,199</u>	<u>\$ 111,260</u>	<u>\$ 111,260</u>	<u>\$ 112,300</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>

City of Whittier

Graffiti Removal

OVERVIEW

The Street Maintenance Division personnel under the Public Works Department handle the Graffiti Removal Program. The program provides for graffiti removal throughout the City using several processes involving chemical treatments, water blasting, and painting over the graffiti.



The Graffiti Removal program is primarily funded by the General Fund, with a portion of the program paid for by HUD Grant funds. In February 1993, the City Council adopted a Graffiti Ordinance and Resolution establishing a \$500 Graffiti Reward Program. The reward is given to any person who provides information leading to the apprehension of graffiti vandals.

Additionally, graffiti removal is an important factor contributing to containment of gang activity within City boundaries.

KEY GOALS

- Plan and coordinate the removal of graffiti from the exterior of private and commercial buildings within the City of Whittier
- Establish and maintain effective working relationships with business and public contacts
- Respond to City residents on graffiti complaints

PERFORMANCE MEASURES

Measure	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Projected
Number of graffiti removals	11,945	12,596	11,929	12,000
Graffiti complaints	3,635	3,530	2,215	2,000
Graffiti rewards awarded	8	3	5	5

City of Whittier

Graffiti Removal (100-30-321-810)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 182,469	\$ 181,366	\$ 245,714	\$ 245,714	\$ 251,589
Maintenance and Operations	124,337	133,273	135,115	135,115	145,943
Capital Outlay	-	-	-	-	-
Total Expenditures	<u>306,806</u>	<u>314,639</u>	<u>380,829</u>	<u>380,829</u>	<u>397,532</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 306,806</u>	<u>\$ 314,639</u>	<u>\$ 380,829</u>	<u>\$ 380,829</u>	<u>\$ 397,532</u>
Expenditures and Transfers-Out By Funding Source					
HUD Grant Fund	47,578	54,847	56,873	56,873	53,199
General Fund	259,228	259,792	323,956	323,956	344,333
Total Expenditures and Transfers-Out	<u>\$ 306,806</u>	<u>\$ 314,639</u>	<u>\$ 380,829</u>	<u>\$ 380,829</u>	<u>\$ 397,532</u>
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 110,702	\$ 114,977	\$ 142,410	\$ 142,410	\$ 144,083
Employee Benefits	71,767	66,389	103,304	103,304	107,506
Total Employee Services	<u>182,469</u>	<u>181,366</u>	<u>245,714</u>	<u>245,714</u>	<u>251,589</u>
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	200	200	200
Taxes and Assessments	-	-	-	-	-
Insurance	3,294	2,460	2,152	2,152	2,295
Professional Services	30,000	46,500	30,000	30,000	33,000
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	280	488	1,000	1,000	1,000
Materials and Supplies	36,255	34,772	70,907	70,907	70,804
City Charges	-	-	-	-	-
Mobile Equipment Rental	54,508	49,053	30,856	30,856	38,644
Other	-	-	-	-	-
Total Maintenance and Operations	<u>124,337</u>	<u>133,273</u>	<u>135,115</u>	<u>135,115</u>	<u>145,943</u>
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>306,806</u>	<u>314,639</u>	<u>380,829</u>	<u>380,829</u>	<u>397,532</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 306,806</u>	<u>\$ 314,639</u>	<u>\$ 380,829</u>	<u>\$ 380,829</u>	<u>\$ 397,532</u>
Full Time Positions	3.0	3.0	3.0	3.0	3.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>

City of Whittier

Engineering

OVERVIEW

The Engineering Division of the Public Works Department provides technical services to citizens and other City departments. These services include project development, design, survey, inspection, contract administration, review and inspect private subdivision maps, prepare conditions of approval, assessment districts, supervise grading permits and prepare the plans, specifications and estimates for Public Works contracts. The Division handles right-of-way acquisitions, demolition contracts and provides property management services for the City. Division staff provides traffic-engineering services and coordinates with the City's Parking and Transportation Commission, Transit Division and Accessibility Committee on traffic and transportation management issues.

The Division also provides administrative and maintenance support to the City-owned parking structure, parking lots, Assessment Districts and Preferential Parking Districts as well as coordinating, approving and issuing Block Party Permits, Filming Permits, Parade Permits and Special Event Permits.



KEY GOALS

- Provide effective and efficient engineering services in the area of land development and redevelopment
- Provide effective and efficient engineering technical records support to City departments and the public
- Provide design support and contract administration for Capital Projects for sewer, water, storm drain and street projects using a variety of funding sources including MAP-21, Gas Tax A and B, Proposition C, Measure R, Proposition 1B, Traffic Congestion Relief, ATP, HPLUL, HES, HSIP, SR2S, BTA and Traffic Safety.

PERFORMANCE MEASURES

Measure	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Projected
Grading Plans approved for projects	10	11	18	12
Number of Capital Projects Administered	16	13	32	18
Streets within Preferential Parking Districts	14	26	31	33

City of Whittier

Engineering (100-30-332-000/808)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 232,153	\$ 235,406	\$ 247,392	\$ 250,712	\$ 244,003
Maintenance and Operations	110,571	124,263	113,304	113,997	95,863
Capital Outlay	-	-	-	-	-
Total Expenditures	<u>342,724</u>	<u>359,669</u>	<u>360,696</u>	<u>364,709</u>	<u>339,866</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 342,724</u>	<u>\$ 359,669</u>	<u>\$ 360,696</u>	<u>\$ 364,709</u>	<u>\$ 339,866</u>
Expenditures and Transfers-Out By Funding Source					
State Engineering Fund	7,500	7,500	7,500	7,500	7,500
General Fund	335,224	352,169	353,196	357,209	332,366
Total Expenditures and Transfers-Out	<u>\$ 342,724</u>	<u>\$ 359,669</u>	<u>\$ 360,696</u>	<u>\$ 364,709</u>	<u>\$ 339,866</u>
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 596,887	\$ 595,160	\$ 647,476	\$ 647,476	\$ 685,988
Employee Benefits	<u>(364,734)</u>	<u>(359,754)</u>	<u>(400,084)</u>	<u>(396,764)</u>	<u>(441,985)</u>
Total Employee Services	232,153	235,406	247,392	250,712	244,003
Dues, Memberships, License and Publications	3,167	2,118	2,636	2,636	2,636
Rentals	-	-	150	150	150
Taxes and Assessments	34	-	-	-	-
Insurance	48,368	45,284	79,344	79,344	63,752
Professional Services	27,999	2,142	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	1,142	1,376	2,000	2,000	2,000
Repairs and Maintenance	356	161	970	970	970
Materials and Supplies	14,332	15,834	14,153	14,153	14,153
City Charges	-	-	-	-	-
Mobile Equipment Rental	7,398	7,398	5,916	5,916	3,467
Other	<u>7,082</u>	<u>5,510</u>	<u>8,135</u>	<u>8,135</u>	<u>8,735</u>
Total Maintenance and Operations	109,878	79,823	113,304	113,304	95,863
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>342,031</u>	<u>315,229</u>	<u>360,696</u>	<u>364,016</u>	<u>339,866</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	693	44,440	-	693	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>693</u>	<u>44,440</u>	<u>-</u>	<u>693</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 342,724</u>	<u>\$ 359,669</u>	<u>\$ 360,696</u>	<u>\$ 364,709</u>	<u>\$ 339,866</u>
Full Time Positions	6.0	6.0	6.0	6.0	6.0
Part Time Positions (Full Time Equivalent)	1.6	1.6	1.6	1.6	1.6
Total	<u>7.6</u>	<u>7.6</u>	<u>7.6</u>	<u>7.6</u>	<u>7.6</u>

City of Whittier

Weed Control

OVERVIEW

The Weed Control program in the Public Works Department is responsible for clearing weeds on property, within City boundaries, to decrease the potential for fires and to enhance the appearance of the community. Properties subject to weed control include City right-of-way areas that the Los Angeles County Fire Department has indicated need clearing. A two (2) member crew under the Department's Street Maintenance Division carries out these services.

A procedure for clearing private property that has been deemed a nuisance by the City follows Section 8.24 of the Whittier Municipal Code. Nuisances are defined within the Code. Properties requiring abatement are posted and property owners are notified by mail, to remove the weeds or other nuisances within 10 days. If action is not taken, the City at the expense of the property owner, clears the nuisance. If the property owner neglects to pay for the costs of abatement, the City may place a lien on the property in order to recover those costs.

KEY GOALS

- Improve the aesthetic qualities of the community by requiring (and maintaining) all City and privately owned property to be free of weeds and other nuisances
- Maintain a quality environment for the community through the removal of weeds, nuisances, debris and overgrown vegetation throughout the community
- Maintain a fire safe environment throughout the City
- Maintain compliance with the City's vacant lot ordinance

PERFORMANCE MEASURES

Measure	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Projected
Properties maintained	60	60	60	60
Violations of vacant lot ordinance	0	0	0	0

City of Whittier

Weed Control (100-30-332-809)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance and Operations	4,971	8,767	8,300	8,300	8,300
Capital Outlay	-	-	-	-	-
Total Expenditures	4,971	8,767	8,300	8,300	8,300
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 4,971	\$ 8,767	\$ 8,300	\$ 8,300	\$ 8,300
Expenditures and Transfers-Out By Funding Source					
General Fund	4,971	8,767	8,300	8,300	8,300
Total Expenditures and Transfers-Out	\$ 4,971	\$ 8,767	\$ 8,300	\$ 8,300	\$ 8,300
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	-	-	-
Total Employee Services	-	-	-	-	-
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	-	-	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	4,783	8,125	7,600	7,600	7,600
Materials and Supplies	188	642	700	700	700
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	4,971	8,767	8,300	8,300	8,300
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	4,971	8,767	8,300	8,300	8,300
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 4,971	\$ 8,767	\$ 8,300	\$ 8,300	\$ 8,300
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	0.0	0.0	0.0	0.0	0.0

City of Whittier

Street Lighting Assessment District No. 01-91

OVERVIEW

In May of 1991, the City of Whittier formed Street Lighting Assessment District No. 01-91 to provide street lighting facilities for Foxley Drive between Santa Fe Springs Road and Villa Drive. This District was formed at the petition request of the abutting property owners.

A portion of the property tax levy was imposed for the purpose of paying the costs and expenses of constructing, maintaining and operating the lighting system and for the debt service costs to reimburse the City \$34,458 in construction costs. The reimbursement period was for five years and the amount was fully repaid in Fiscal Year 1995-96. Current assessments are only for the lighting district's energy and maintenance costs.

The Department of Public Works is responsible for, and provides maintenance on, the six (6) streetlights within the District using the property assessments as the only revenue source.



KEY GOALS

- To ensure on-going illumination within the residential neighborhood using the assessment funds to offset maintenance costs of the streetlights and associated electrical appurtenances

PERFORMANCE MEASURES

Measure	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Projected
No. of street lights	6	6	6	6

City of Whittier

Street Lighting Assessment Dist. 01-91 (240-30-332-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 31	\$ 145	\$ 454	\$ 454	\$ 454
Maintenance and Operations	1,061	1,235	615	615	615
Capital Outlay	-	-	-	-	-
Total Expenditures	<u>1,092</u>	<u>1,380</u>	<u>1,069</u>	<u>1,069</u>	<u>1,069</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 1,092</u>	<u>\$ 1,380</u>	<u>\$ 1,069</u>	<u>\$ 1,069</u>	<u>\$ 1,069</u>
Expenditures and Transfers-Out By Funding Source					
Street Lighting Assessment District Fund	1,092	1,380	1,069	1,069	1,069
Total Expenditures and Transfers-Out	<u>\$ 1,092</u>	<u>\$ 1,380</u>	<u>\$ 1,069</u>	<u>\$ 1,069</u>	<u>\$ 1,069</u>
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	31	145	454	454	454
Total Employee Services	<u>31</u>	<u>145</u>	<u>454</u>	<u>454</u>	<u>454</u>
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	583	616	60	60	60
Utilities	478	619	485	485	485
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	70	70	70
Materials and Supplies	-	-	-	-	-
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	<u>1,061</u>	<u>1,235</u>	<u>615</u>	<u>615</u>	<u>615</u>
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>1,092</u>	<u>1,380</u>	<u>1,069</u>	<u>1,069</u>	<u>1,069</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 1,092</u>	<u>\$ 1,380</u>	<u>\$ 1,069</u>	<u>\$ 1,069</u>	<u>\$ 1,069</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>

City of Whittier

Gas Tax A (2107)

OVERVIEW

Gas Tax A is a revenue source managed by the Department of Public Works. It provides revenue to fund a portion of the street maintenance budget.

California Law, Section 2107 of the Street and Highway Code, provides for the monthly apportionment of a sum equal to \$0.00725 per gallon of the motor vehicle fuel license tax among cities, based upon population. In addition, Chapter 541, Statutes of 1981, (SB 215) provided for a one-time appropriation of \$59 million to be allocated to cities in fiscal year 1982-83. Beginning in fiscal year 1983-84, California cities receive \$.01 of the \$.02 increase in gas taxes pursuant to SB 215.

California Law, Section 2107.5 of the Street and Highways Code, allocates funds to cities in fixed amounts, based upon population. The actual apportionment will be based upon the population, which existed in cities every July 1st and the funds will be made available to cities during the month of July.

KEY GOALS

- Contributes to funding the maintenance of City roadways in order to sustain a safe environment for City residents
- Contributes to funding pedestrian safety and accessibility for repairing sidewalks uplifted by tree roots, installing new sidewalks and constructing wheelchair access ramps
- Contributes funding for street repair in accordance with the Pavement Management System



PERFORMANCE MEASURES

Gas Tax A is a revenue source only; associated performance measures are included in related programs under the Department of Public Works.

City of Whittier

Gas Tax A - 2107 (261-30-331-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Total Expenditures	-	-	-	-	-
Transfers-Out	650,000	650,000	650,000	650,000	650,000
Total Expenditures and Transfers-Out	\$ 650,000	\$ 650,000	\$ 650,000	\$ 650,000	\$ 650,000
Expenditures and Transfers-Out By Funding Source					
Gas Tax A Fund	650,000	650,000	650,000	650,000	650,000
Total Expenditures and Transfers-Out	\$ 650,000	\$ 650,000	\$ 650,000	\$ 650,000	\$ 650,000
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	-	-	-
Total Employee Services	-	-	-	-	-
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	-	-	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	-	-	-	-	-
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	650,000	650,000	650,000	650,000	650,000
Total Operating Expenditures/Transfers	650,000	650,000	650,000	650,000	650,000
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 650,000	\$ 650,000	\$ 650,000	\$ 650,000	\$ 650,000
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	0.0	0.0	0.0	0.0	0.0

City of Whittier

Proposition 1B Bond Funds

OVERVIEW

This program was completed effective June 30, 2014 and will not be continued beyond FY 2014-15. It's appearance in the budget is for historical and auditing purposes.

Proposition 1B Bond Funds was a revenue source managed by the Department of Public Works. The Highway Safety, Traffic Reduction, Air Quality and Port Security Bond Act of 2006, was approved by the California voters as Proposition 1B on November 7, 2006 for the purpose of improvements to transportation facilities that will assist in reducing local traffic congestion and further deterioration, improving traffic flows, or increasing traffic safety that may include, but not be limited to, street and highway pavement maintenance, rehabilitation, installation, construction and reconstruction of necessary associated facilities such as drainage and traffic control devices, or the maintenance, rehabilitation, installation, construction and reconstruction of facilities that expand ridership on transit systems, safety projects to reduce fatalities or as a local match to obtain state or federal transportation funds for similar purposes.

Funds were allocated, upon appropriation by the Legislature, by a formula as specified in Proposition 1B (50% to counties and 50% to cities): 75% of funds apportioned to counties are based on the number of vehicles registered in the county relative to all counties in the State, and 25% are based on number of county maintained road miles relative to all county maintained road miles in the State; funds apportioned to cities are based on total population of the city in relation to all cities in the State (minimum \$400,000 to each city).

KEY GOALS

- Provided for the continued maintenance of City roadways in order to sustain a safe environment for City residents
- Provided funding for the streets capital improvement projects
- Provided a source for the local match required for state or federal transportation funds
- Implemented the City's Pavement Management System in compliance with conditions of Metro, State, and Federal transportation funding, and in compliance with Section 2108.1 of the California Streets and Highways Code.

PERFORMANCE MEASURES

Proposition 1B was a revenue source only; associated performance measures were included in related programs under the Department of Public Works. The Proposition 1B funds were required to be fully expended by June 30, 2014, the program sunset date.

City of Whittier

Proposition 1B (262-30-321-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Maintenance and Operations	0	0	0	0	0
Capital Outlay	784,500	47,282	0	0	0
Total Expenditures	784,500	47,282	0	0	0
Transfers-Out	0	0	0	0	0
Total Expenditures and Transfers-Out	\$ 784,500	\$ 47,282	\$ 0	\$ 0	\$ 0
Expenditures and Transfers-Out By Funding Source					
Prop 1B Fund	784,500	47,282	0	0	0
Total Expenditures and Transfers-Out	\$ 784,500	\$ 47,282	\$ 0	\$ 0	\$ 0
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Employee Benefits	0	0	0	0	0
Total Employee Services	0	0	0	0	0
Dues, Memberships, License and Publications	0	0	0	0	0
Rentals	0	0	0	0	0
Taxes and Assessments	0	0	0	0	0
Insurance	0	0	0	0	0
Professional Services	0	0	0	0	0
Utilities	0	0	0	0	0
Miscellaneous Services	0	0	0	0	0
Repairs and Maintenance	0	0	0	0	0
Materials and Supplies	0	0	0	0	0
City Charges	0	0	0	0	0
Mobile Equipment Rental	0	0	0	0	0
Other	0	0	0	0	0
Total Maintenance and Operations	0	0	0	0	0
Capital Outlay	784,500	47,282	0	0	0
Transfers-Out	0	0	0	0	0
Total Operating Expenditures/Transfers	784,500	47,282	0	0	0
Non-Operating Expenditures and Transfers-Out					
Employee Services	0	0	0	0	0
Maintenance and Operations	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Transfers-Out	0	0	0	0	0
Total Non-Operating Expenditures/Transfers	0	0	0	0	0
Total Expenditures and Transfers-Out	\$ 784,500	\$ 47,282	\$ 0	\$ 0	\$ 0
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	0.0	0.0	0.0	0.0	0.0

City of Whittier

Traffic Congestion Relief

OVERVIEW

In accordance with Chapter 91, Statutes of 2000 (Assembly Bill 2928), as amended by Chapter 656, (Senate Bill 1662), the State Controller's Office shall allocate the City's funding received under this legislation for the purpose of pavement rehabilitation, traffic signal improvements and other traffic congestion relief related projects.

In order to receive additional/future funding, Cities are required to comply with all program guidelines, including the maintenance of effort provisions imposed by the legislation.

KEY GOALS

- To provide supplemental funding for the City's Capital Improvement Projects



PERFORMANCE MEASURES

Traffic congestion Relief is a revenue source only; associated performance measures are included in related programs under the Department of Public Works.

City of Whittier

Traffic Congestion Relief (263-30-331-000)

	2013-14 <u>Actual</u>	2014-15 <u>Actual</u>	2015-16 <u>Budget</u>	2015-16 <u>Projected</u>	2016-17 <u>Adopted</u>
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance and Operations	-	-	-	-	-
Capital Outlay	646,415	1,273,775	935,544	935,894	954,255
Total Expenditures	<u>646,415</u>	<u>1,273,775</u>	<u>935,544</u>	<u>935,894</u>	<u>954,255</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 646,415</u>	<u>\$ 1,273,775</u>	<u>\$ 935,544</u>	<u>\$ 935,894</u>	<u>\$ 954,255</u>
Expenditures and Transfers-Out By Funding Source					
Traffic Congestion Relief Fund	646,415	1,273,775	935,544	935,894	954,255
Total Expenditures and Transfers-Out	<u>\$ 646,415</u>	<u>\$ 1,273,775</u>	<u>\$ 935,544</u>	<u>\$ 935,894</u>	<u>\$ 954,255</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	-	-	-
Total Employee Services	-	-	-	-	-
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	-	-	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	-	-	-	-	-
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	-	-	-	-	-
Capital Outlay	646,415	1,273,775	935,544	935,894	954,255
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>646,415</u>	<u>1,273,775</u>	<u>935,544</u>	<u>935,894</u>	<u>954,255</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 646,415</u>	<u>\$ 1,273,775</u>	<u>\$ 935,544</u>	<u>\$ 935,894</u>	<u>\$ 954,255</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>

City of Whittier

Traffic Safety

OVERVIEW

The Traffic Safety Fund is used to account for revenue received from the Los Angeles County Municipal Traffic Courts as a result of traffic citations issued within City limits. Funds are restricted for traffic safety purposes and are primarily used to support Police Services and are partially used to fund the Street Maintenance budget. Under California Law, Penal Code section 1463 and 1203.1, jurisdictional cities are entitled to the distribution of traffic citation fines and forfeitures by the collecting county.



KEY GOALS

- Maintain a safe environment for residents and commuters through on-going maintenance of City speed limit signage and radar feedback signs
- Collaboration with the Whittier Police Department to maintain and revise enforceable posted speed limits in accordance of Engineering and Traffic Speed Surveys that are performed pursuant to applicable Sections of the California Vehicle Code

City of Whittier

Traffic Safety (264-30-332-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Total Expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers-Out	350,000	350,000	350,000	350,000	350,000
Total Expenditures and Transfers-Out	<u>\$ 350,000</u>	<u>\$ 350,000</u>	<u>\$ 350,000</u>	<u>\$ 350,000</u>	<u>\$ 350,000</u>
Expenditures and Transfers-Out By Funding Source					
Traffic Safety Fund	350,000	350,000	350,000	350,000	350,000
Total Expenditures and Transfers-Out	<u>\$ 350,000</u>	<u>\$ 350,000</u>	<u>\$ 350,000</u>	<u>\$ 350,000</u>	<u>\$ 350,000</u>
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	-	-	-
Total Employee Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	-	-	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	-	-	-	-	-
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Capital Outlay	-	-	-	-	-
Transfers-Out	350,000	350,000	350,000	350,000	350,000
Total Operating Expenditures/Transfers	<u>350,000</u>	<u>350,000</u>	<u>350,000</u>	<u>350,000</u>	<u>350,000</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 350,000</u>	<u>\$ 350,000</u>	<u>\$ 350,000</u>	<u>\$ 350,000</u>	<u>\$ 350,000</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>

City of Whittier

Gas Tax B (2106)

OVERVIEW

Gas Tax B (2106) is a revenue source managed by the Department of Public Works. It represents the revenue obtained through the City's share of the state's subvention program. These funds are utilized for projects listed in the City's Five Year Capital Improvement Program. Gas Tax B funds may be spent on roadway and traffic signal improvement projects.

A project which qualifies for funding under the state's subvention program is the City of Whittier's "Pavement Management System" which is an ongoing, annual project involving surface rehabilitation, which includes slurry seal, chip seal, and overlays of asphalt streets and reconstruction of concrete streets, to improve the quality and prolong the life of the original roadway surface. The Department selects a group of streets every year for this program.

Revenue from Proposition 111 Fund (6600) and Moving Ahead for Progress in the 21st Century (MAP-21) is also included in this program. Gas Tax B funds are used to front the cost of MAP-21 projects, which are reimbursed to the City upon the project completion. A portion of the Gas Tax B Fund is transferred to the General Fund to supplement the Street Maintenance budget. Additionally, some projects are jointly funded with Proposition A, Proposition C, Measure R and/or Subvention and Grant funds.

KEY GOALS

- Provide for the continuing maintenance of City roadways in order to sustain a safe environment for City residents
- Continue implementation of the City's Pavement Management System in compliance with conditions of Metro, State, and Federal transportation funding, and in compliance with Section 2108.1 of the California Streets and Highways Code.



PERFORMANCE MEASURES

Gas Tax B (2106) is a revenue source only; associated performance measures are included in related programs under the Department of Public Works.

City of Whittier

Gas Tax B - 2106 (265-30-331-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance and Operations	17,066	55,682	16,850	88,283	17,156
Capital Outlay	397,774	848,329	282,070	327,944	289,751
Total Expenditures	<u>414,840</u>	<u>904,011</u>	<u>298,920</u>	<u>416,227</u>	<u>306,907</u>
Transfers-Out	434,045	434,045	434,045	434,045	434,045
Total Expenditures and Transfers-Out	<u>\$ 848,885</u>	<u>\$ 1,338,056</u>	<u>\$ 732,965</u>	<u>\$ 850,272</u>	<u>\$ 740,952</u>
Expenditures and Transfers-Out By Funding Source					
2105 Gas Tax Fund (266)	528,000	420,000	420,000	420,000	420,000
Gasoline Tax B Fund (265)	320,885	918,056	312,965	430,272	320,952
Total Expenditures and Transfers-Out	<u>\$ 848,885</u>	<u>\$ 1,338,056</u>	<u>\$ 732,965</u>	<u>\$ 850,272</u>	<u>\$ 740,952</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	-	-	-
Total Employee Services	-	-	-	-	-
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	-	-	1,550	1,550	1,550
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	-	-	-	-	-
City Charges	-	-	-	-	-
Grants	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	17,066	55,682	15,300	86,733	15,606
Total Maintenance and Operations	<u>17,066</u>	<u>55,682</u>	<u>16,850</u>	<u>88,283</u>	<u>17,156</u>
Capital Outlay	397,774	848,329	282,070	327,944	289,751
Transfers-Out	434,045	434,045	434,045	434,045	434,045
Total Operating Expenditures/Transfers	<u>848,885</u>	<u>1,338,056</u>	<u>732,965</u>	<u>850,272</u>	<u>740,952</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 848,885</u>	<u>\$ 1,338,056</u>	<u>\$ 732,965</u>	<u>\$ 850,272</u>	<u>\$ 740,952</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>

City of Whittier

Gas Tax (2105)

OVERVIEW

Gas Tax (2105) is a revenue source managed by the Department of Public Works. In June 1990, the California voters approved Proposition 111, which included a provision (Section 2105) to increase the Gas Tax for funding traffic congestion relief programs. The City receives an allocation calculated on a per capita basis and distributed monthly by the State Controller's office. To receive this funding, the City must comply with established program guidelines including implementation of a Congestion Management Program and a Seven-Year Capital Improvement Program. Section 2105 funds are used primarily to supplement funding for Gas Tax projects as identified in the City's Capital Improvement Program.

KEY GOALS

- Contributes funding to capital projects that relieve traffic congestion.



PERFORMANCE MEASURES

Gas Tax (2105) is a revenue source only; associated performance measures are included in related programs under the Department of Public Works.

City of Whittier

Gas Tax 2105 (266-30-331-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Total Expenditures	-	-	-	-	-
Transfers-Out	420,000	420,000	420,000	420,000	500,000
Total Expenditures and Transfers-Out	\$ 420,000	\$ 420,000	\$ 420,000	\$ 420,000	\$ 500,000
Expenditures and Transfers-Out By Funding Source					
2105 Gas Tax Fund	420,000	420,000	420,000	420,000	500,000
Total Expenditures and Transfers-Out	\$ 420,000	\$ 420,000	\$ 420,000	\$ 420,000	\$ 500,000
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	-	-	-
Total Employee Services	-	-	-	-	-
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	-	-	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	-	-	-	-	-
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	420,000	420,000	420,000	420,000	500,000
Total Operating Expenditures/Transfers	420,000	420,000	420,000	420,000	500,000
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 420,000	\$ 420,000	\$ 420,000	\$ 420,000	\$ 500,000
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	0.0	0.0	0.0	0.0	0.0

City of Whittier

Uptown Parking District No. 1

OVERVIEW

In November of 1963, the City formed the Uptown Parking District No. 1 (encompassing the properties approximately bounded by Hadley Street, Washington and Bright Avenues, Penn Street and Milton Avenue) to provide additional parking in the Uptown Area and encourage additional shopping in the area. A portion of the property tax levy and a parking fee was imposed for funding the costs and expenses to acquire, repair, improve, maintain and operate the public parking structure. The property tax assessment is fixed, but parking fees can be adjusted upon approval by the City Council.

The Uptown Parking District No. 1 budget accounts for the costs of operating the multi-deck parking structure on Bright Avenue in the Uptown area. Maintenance on the facility is conducted by the Public Works Department and includes sweeping, litter control, public restroom maintenance, graffiti removal, and interior maintenance of ground floor five (5) leased office spaces.

The multi-deck structure is old and in need of replacement. Demolition and replacement is waiting for funding and coordination with implementation of the Park Once program of the Uptown Specific Plan. Revenues are barely sufficient to pay for the ongoing required part-time staffing, operation and basic maintenance. The deteriorated condition of the structure and the limited revenue prevents significant rehabilitation or upgrades.



KEY GOALS

- Provide public parking in the Whittier Uptown Area

PERFORMANCE MEASURES

Measure	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Projected
No. of parking spaces	223	223	223	223

City of Whittier

Uptown Parking District No. 1 (291-30-333-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 59,045	\$ 60,782	\$ 42,720	\$ 42,720	\$ 42,921
Maintenance and Operations	34,753	29,231	27,941	27,941	27,937
Capital Outlay	-	-	-	-	-
Total Expenditures	93,798	90,013	70,661	70,661	70,858
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 93,798	\$ 90,013	\$ 70,661	\$ 70,661	\$ 70,858
Expenditures and Transfers-Out By Funding Source					
Uptown Parking District No. 1 Fund	93,798	90,013	70,661	70,661	70,858
Total Expenditures and Transfers-Out	\$ 93,798	\$ 90,013	\$ 70,661	\$ 70,661	\$ 70,858
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 53,718	\$ 55,392	\$ 52,648	\$ 52,648	\$ 52,648
Employee Benefits	5,327	5,390	(9,928)	(9,928)	(9,727)
Total Employee Services	59,045	60,782	42,720	42,720	42,921
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	183	64	64	64	60
Professional Services	-	-	-	-	-
Utilities	9,996	10,894	10,138	10,138	10,138
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	18,810	10,809	10,684	10,684	10,684
Materials and Supplies	1,764	3,464	3,055	3,055	3,055
City Charges	4,000	4,000	4,000	4,000	4,000
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	34,753	29,231	27,941	27,941	27,937
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	93,798	90,013	70,661	70,661	70,858
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 93,798	\$ 90,013	\$ 70,661	\$ 70,661	\$ 70,858
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	2.0	2.0	2.0	2.0	2.0
Total	2.0	2.0	2.0	2.0	2.0

City of Whittier

Uptown Parking District No. 2

OVERVIEW

In May of 1965, the City formed the Uptown Parking District No. 2 (encompassing the properties approximately bounded by Hadley Street, Bright Avenue, Wardman Street and Milton Avenue) to provide additional parking in the Uptown Area and encourage additional shopping in the area.

A portion of the property tax levy and a parking fee was imposed for the purpose of paying the costs and expenses of acquiring, repairing, improving, maintaining and operating the public parking facilities and for the debt service costs of \$710,000 in parking bonds which were retired in July, 1994.

Unlike the property tax assessment which is a fixed, parking fees are subject to adjustment and can be changed with the approval of the City Council.

The Uptown Parking District No. 2 budget provides the funding for the costs of operation and maintenance of ten (10) surface parking lots and six (6) walkway galleries in the Uptown Area. Maintenance is conducted by the Public Works Department and includes sweeping, lighting, pavement, landscaping and irrigation, litter control, parking meters and other general maintenance activities.



KEY GOALS

- Contribute to public parking in the Whittier Uptown Area

PERFORMANCE MEASURES

Measure No. of parking spaces	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Projected
Lot 1	75	75	75	75
Lot 2	70	70	70	70
Lot 2A Metered Lot	48	48	48	48
Lot 5	78	78	78	78
Lot 6	71	71	71	71
Lot 7	108	108	104*	104
Lot 9	30	30	30	30
Lot 10	78	78	78	78
Lot 11	20	20	20	20
Lot 12	24	24	24	24
Total	602	602	598	598

* Reduction in available spaces due to installation of cell tower within the parking lot.

City of Whittier

Uptown Parking District No. 2 (292-30-333-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 11,362	\$ 11,476	\$ 12,996	\$ 12,996	\$ 13,498
Maintenance and Operations	62,140	76,611	91,102	91,102	91,637
Capital Outlay	-	-	-	-	-
Total Expenditures	<u>73,502</u>	<u>88,087</u>	<u>104,098</u>	<u>104,098</u>	<u>105,135</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 73,502</u>	<u>\$ 88,087</u>	<u>\$ 104,098</u>	<u>\$ 104,098</u>	<u>\$ 105,135</u>
Expenditures and Transfers-Out By Funding Source					
Uptown Parking District No. 2 Fund	73,502	88,087	104,098	104,098	105,135
Total Expenditures and Transfers-Out	<u>\$ 73,502</u>	<u>\$ 88,087</u>	<u>\$ 104,098</u>	<u>\$ 104,098</u>	<u>\$ 105,135</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	11,362	11,476	12,996	12,996	13,498
Total Employee Services	<u>11,362</u>	<u>11,476</u>	<u>12,996</u>	<u>12,996</u>	<u>13,498</u>
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	143	105	105	105	126
Professional Services	-	-	-	-	-
Utilities	12,955	12,997	12,308	12,308	12,308
Miscellaneous Services	-	-	485	485	485
Repairs and Maintenance	36,133	50,568	65,177	65,177	65,441
Materials and Supplies	653	550	550	550	550
City Charges	12,256	12,391	12,477	12,477	12,727
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	<u>62,140</u>	<u>76,611</u>	<u>91,102</u>	<u>91,102</u>	<u>91,637</u>
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>73,502</u>	<u>88,087</u>	<u>104,098</u>	<u>104,098</u>	<u>105,135</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 73,502</u>	<u>\$ 88,087</u>	<u>\$ 104,098</u>	<u>\$ 104,098</u>	<u>\$ 105,135</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>

City of Whittier

Uptown Village Maintenance District

OVERVIEW

In April of 1981, the City of Whittier formed the Uptown Maintenance District (consisting of properties fronted on Greenleaf Avenue between Hadley Street and Wardman Street and on Philadelphia Street, between Milton Avenue and Washington Avenue) to provide for the additional maintenance needs of the area. In 2005, property owners within the District chose not to extend the District under a required Proposition 218 vote. This District expired and ceased to collect its annual special property tax assessment after June 2006.



The special District was funded through an annual special property tax assessment on property owners within the District's boundaries for 25 years ending 2006. The amount of the special property tax levy was determined by the Public Works Department's Engineering Division through an analysis of prior years' actual and future estimates of costs related to maintenance. Since 2006, the City has continued to provide some maintenance services to the Uptown Maintenance District using General Funds. Services include additional street sweeping service, special enhancements, landscaping maintenance, sidewalk cleaning and litter control.

KEY GOALS

- Provide for the maintenance and beautification of the Whittier Uptown Area

PERFORMANCE MEASURES

Measure	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Projected
Functional Supplies	0	0	0	200
Labor Charges	2,272	2,295	2,295	2,295
Liability Insurance	79	49	49	49
Park Maintenance Services	42,450	42,450	42,450	42,450
Spot Cleaning of Sidewalks	7,203	7,079	7,079	8,400



City of Whittier

Uptown Village Maintenance District (294-30-333-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 2,272	\$ 2,295	\$ 2,392	\$ 2,392	\$ 2,492
Maintenance and Operations	49,731	49,578	51,099	51,099	51,095
Capital Outlay	-	-	-	-	-
Total Expenditures	<u>52,003</u>	<u>51,873</u>	<u>53,491</u>	<u>53,491</u>	<u>53,587</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 52,003</u>	<u>\$ 51,873</u>	<u>\$ 53,491</u>	<u>\$ 53,491</u>	<u>\$ 53,587</u>
Expenditures and Transfers-Out By Funding Source					
Uptown Village Maintenance District Fund	52,003	51,873	53,491	53,491	53,587
Total Expenditures and Transfers-Out	<u>\$ 52,003</u>	<u>\$ 51,873</u>	<u>\$ 53,491</u>	<u>\$ 53,491</u>	<u>\$ 53,587</u>
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	2,272	2,295	2,392	2,392	2,492
Total Employee Services	<u>2,272</u>	<u>2,295</u>	<u>2,392</u>	<u>2,392</u>	<u>2,492</u>
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	79	49	49	49	45
Professional Services	-	-	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	7,202	7,079	8,400	8,400	8,400
Materials and Supplies	-	-	200	200	200
City Charges	42,450	42,450	42,450	42,450	42,450
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	<u>49,731</u>	<u>49,578</u>	<u>51,099</u>	<u>51,099</u>	<u>51,095</u>
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>52,003</u>	<u>51,873</u>	<u>53,491</u>	<u>53,491</u>	<u>53,587</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 52,003</u>	<u>\$ 51,873</u>	<u>\$ 53,491</u>	<u>\$ 53,491</u>	<u>\$ 53,587</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>



City of Whittier

Mobile Equipment

OVERVIEW



The Mobile Equipment Division of the Public Works Department is responsible for the preventive maintenance, repairs, acquisition, replacement, and disposal of City vehicles and equipment. Mobile Equipment is responsible for the mechanical maintenance of all vehicles and equipment in the City's fleet, including heavy-duty earth moving equipment, heavy, medium, and light trucks, passenger sedans, police vehicles, off-road equipment and turf equipment.

Through an aggressive maintenance program, the Division ensures that City equipment is maintained in good operating condition and ready for use. The Division monitors the age and evaluates the condition of each vehicle in the City's fleet. This information is used to make recommendations for equipment replacement to ensure reliability and minimize ownership costs. The Division also operates gasoline, diesel, and compressed natural gas (CNG) fuel-dispensing systems and is responsible for City compliance with environmental laws applicable to vehicles, equipment, and fleet maintenance services.



KEY ACCOMPLISHMENTS

- Passed California Highway Patrol (CHP) Annual Bus Inspection (Dial-A-Ride)
- Passed Pass California Department of Transportation (Caltrans) Inspection (Dial-A-Ride)
- Passed all mandatory annual testing to operate the City Yard Underground Storage Tank (UST) unleaded gasoline and diesel fuel dispensing island
- Pass Inspections by Los Angeles County Public Works and Los Angeles County Public Health.
- Replaced Computer Monitors in all Police Black and White patrol vehicles
- Successfully report and maintain hazardous materials related data through the California Environmental Reporting System (CERS)
- Successfully report and maintain off-road diesel equipment activities to the California Air Resources Board (CARB) through the Diesel Off-road On-line Reporting System

City of Whittier

Mobile Equipment

- Ensure Diesel Particulate Filters (CARB Traps) compliance on affected city on-road vehicles
- Maintain and ensure operation of the Compressed Natural Gas (CNG) vehicle refueling station
- Maintain and update the Public Works Department 2-way radio system and license
- Successfully hired full-time employee through the Heavy Equipment Technology Program at Rio Hondo College

KEY GOALS

- Assure that City vehicles and equipment are maintained in good working order through an effective and efficient preventive maintenance program
- Make recommendations for vehicle and equipment replacement to increase reliability and minimize ownership costs
- Assist the Transit Division with Dial-A-Ride maintenance
- Comply with the applicable Federal and State regulations and promote clean energy efficient fueled vehicles

City of Whittier

Mobile Equipment (740-30-361-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 353,555	\$ 449,961	\$ 451,882	\$ 456,862	\$ 410,101
Maintenance and Operations	2,316,218	1,952,955	2,268,450	2,268,450	2,266,396
Capital Outlay	6,275	-	-	-	-
Total Expenditures	<u>2,676,048</u>	<u>2,402,916</u>	<u>2,720,332</u>	<u>2,725,312</u>	<u>2,676,497</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 2,676,048</u>	<u>\$ 2,402,916</u>	<u>\$ 2,720,332</u>	<u>\$ 2,725,312</u>	<u>\$ 2,676,497</u>
Expenditures and Transfers-Out By Funding Source					
Mobile Equipment Fund	2,676,048	2,402,916	2,720,332	2,725,312	2,676,497
Total Expenditures and Transfers-Out	<u>\$ 2,676,048</u>	<u>\$ 2,402,916</u>	<u>\$ 2,720,332</u>	<u>\$ 2,725,312</u>	<u>\$ 2,676,497</u>
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 578,322	\$ 595,672	\$ 724,625	\$ 724,625	\$ 774,482
Employee Benefits	(224,767)	(145,711)	(272,743)	(267,763)	(364,381)
Total Employee Services	353,555	449,961	451,882	456,862	410,101
Dues, Memberships, License and Publications	6,095	6,299	10,625	10,625	10,625
Rentals	35,376	35,376	35,877	35,877	35,877
Taxes and Assessments	-	-	-	-	-
Insurance	75,498	78,181	80,161	80,161	74,934
Professional Services	3,808	3,314	8,100	8,100	8,100
Utilities	840	731	1,200	1,200	1,200
Miscellaneous Services	-	-	2,000	2,000	2,000
Repairs and Maintenance	2,692,605	2,425,007	2,733,443	2,733,443	2,757,142
Materials and Supplies	50,931	35,240	44,429	44,429	44,225
City Charges	190,068	190,068	190,068	190,068	190,068
Mobile Equipment Rental	67,615	65,538	60,700	60,700	64,077
Other	(806,618)	(886,799)	(898,153)	(898,153)	(921,852)
Total Maintenance and Operations	<u>2,316,218</u>	<u>1,952,955</u>	<u>2,268,450</u>	<u>2,268,450</u>	<u>2,266,396</u>
Capital Outlay	6,275	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>2,676,048</u>	<u>2,402,916</u>	<u>2,720,332</u>	<u>2,725,312</u>	<u>2,676,497</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 2,676,048</u>	<u>\$ 2,402,916</u>	<u>\$ 2,720,332</u>	<u>\$ 2,725,312</u>	<u>\$ 2,676,497</u>
Full Time Positions	12.0	12.0	12.0	12.0	12.0
Part Time Positions (Full Time Equivalent)	0.1	0.6	0.6	0.6	0.6
Total	<u>12.1</u>	<u>12.6</u>	<u>12.6</u>	<u>12.6</u>	<u>12.6</u>



City of Whittier

Mobile Equipment Replacement

OVERVIEW

The Mobile Equipment Division of the Public Works Department is responsible for the acquisition and replacement of mobile equipment, including earth moving equipment, heavy, medium, and light-duty trucks, passenger sedans, police vehicles, and off-road and turf equipment. The Division staff prepares specifications for the purchase of all new replacement vehicles and equipment for all City departments.



KEY ACCOMPLISHMENTS

- Replaced seven (7) police patrol vehicles with newly formatted Ford Utility Interceptors.
- Successfully replaced a tractor/loader for the Parks Division and a loader for the Street Division
- Acquired a new hybrid sedan for the Engineering.
- Acquired a new message board for the Water Division.

KEY GOALS

- Make recommendations to replace vehicles and equipment based on reliability and ownership costs
- Replace vehicles and equipment in a timely and cost-effective manner by securing the lowest qualified bid
- Develop vehicle and equipment specifications which meet all federal, state, and local regulations and are consistent with user needs and requirements
- Seek and solicit grant opportunities. Make recommendations to procure the lowest emission vehicles and equipment which are cost effective, and meet user needs and requirements
- Disposition vehicles and equipment no longer fit for municipal service
- Recommend appropriate vehicles and equipment for donation to City of Whittier non-profit service organizations.

City of Whittier

Mobile Equipment Replacement

PERFORMANCE MEASURES

	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Projected
Vehicles Replaced	19	18	13	21	16
Average Age of Vehicles Replaced	17.9 yrs.	16.8 yrs.	9.9 yrs.	12.4 yrs.	17.56 yrs.
Vehicles Replaced With Alternative Fueled Vehicles	4	1	0	0	2
Grant Funding	\$120,000	\$30,000	\$150,000	\$0	\$60,000

City of Whittier

Mobile Equipment Replacement (750-30-361-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance and Operations	-	19,244	-	-	-
Capital Outlay	1,508,055	1,228,267	1,111,000	1,468,247	1,073,000
Total Expenditures	<u>1,508,055</u>	<u>1,247,511</u>	<u>1,111,000</u>	<u>1,468,247</u>	<u>1,073,000</u>
Transfers-Out	1,103,600	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 2,611,655</u>	<u>\$ 1,247,511</u>	<u>\$ 1,111,000</u>	<u>\$ 1,468,247</u>	<u>\$ 1,073,000</u>
Expenditures and Transfers-Out By Funding Source					
Mobile Replacement Fund	2,611,655	1,247,511	1,111,000	1,468,247	1,073,000
Total Expenditures and Transfers-Out	<u>\$ 2,611,655</u>	<u>\$ 1,247,511</u>	<u>\$ 1,111,000</u>	<u>\$ 1,468,247</u>	<u>\$ 1,073,000</u>
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	-	-	-
Total Employee Services	-	-	-	-	-
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	-	-	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	-	-	-	-	-
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	-	-	-	-	-
Capital Outlay	1,508,055	1,228,267	1,111,000	1,468,247	1,073,000
Transfers-Out	1,011,600	-	-	-	-
Total Operating Expenditures/Transfers	<u>2,519,655</u>	<u>1,228,267</u>	<u>1,111,000</u>	<u>1,468,247</u>	<u>1,073,000</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	19,244	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	92,000	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>92,000</u>	<u>19,244</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 2,611,655</u>	<u>\$ 1,247,511</u>	<u>\$ 1,111,000</u>	<u>\$ 1,468,247</u>	<u>\$ 1,073,000</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>



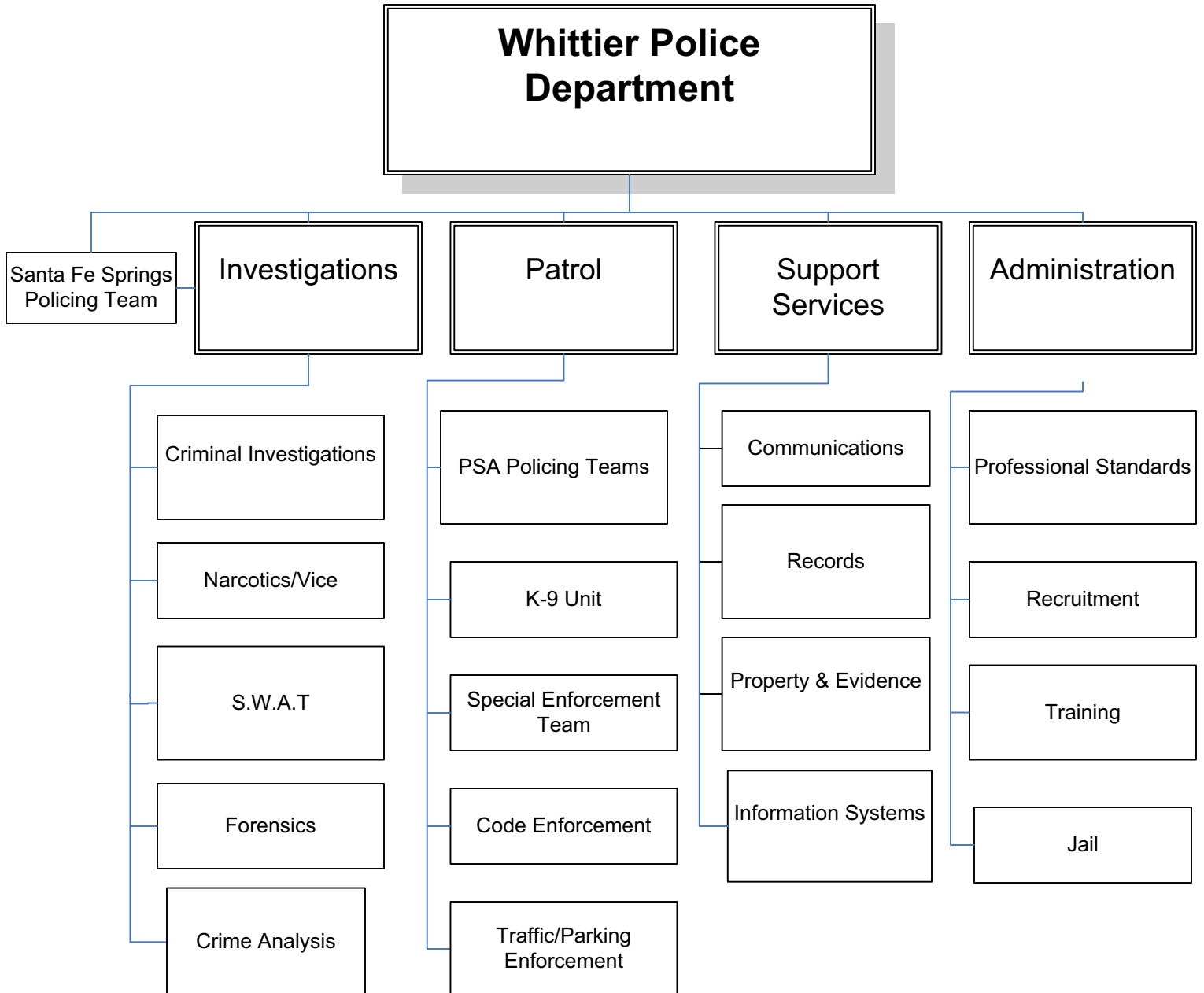
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City of Whittier

Police Department

- *Whittier Police Department*
- *Santa Fe Springs Policing Team*
- *Code Enforcement*
- *Code Liens*
- *Whittwood Police*
- *COPS in Schools*
- *Traffic Offender / State COPS Program*
- *Asset Seizure / Forfeiture
Fund*

Police Department

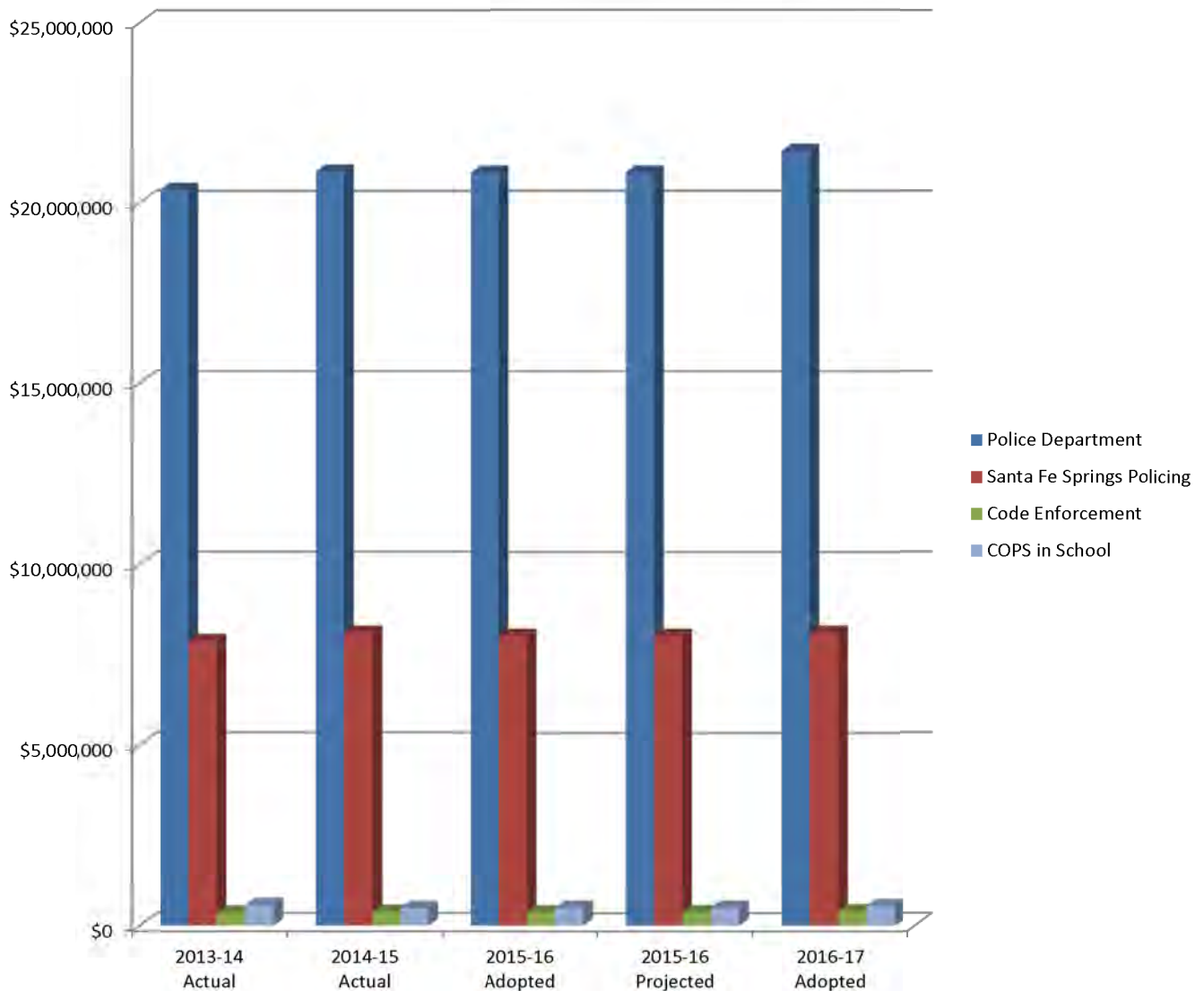
Organization Chart



City of Whittier

Police Department

Division/Cost Center	2013-14 Actual	2014-15 Actual	2015-16 Adopted	2015-16 Projected	2016-17 Adopted
Police Department	\$ 20,374,590	\$ 20,879,000	\$ 20,855,628	\$ 20,855,880	\$ 21,442,806
Santa Fe Springs Policing	7,880,120	8,112,851	8,043,029	8,043,029	8,125,937
Code Enforcement	361,642	386,920	378,377	378,377	404,847
COPS in School	575,315	485,570	500,807	500,807	544,350



City of Whittier

Police Department

OVERVIEW

The Whittier Police Department is a general law enforcement agency responsible for the delivery of a full range of law enforcement services. Personnel include 119 sworn officers and 51 civilian employees for a total of 170 full-time positions. Included within the 170 positions are 39 positions (34 sworn and 5 full-time civilians) assigned to provide contract law enforcement services to the City of Santa Fe Springs. The Police Department also has many part-time employees, Cadets, Reserve Officers, an Explorer Post, and many active volunteers. The Department is organizationally structured and comprised of four (4) Divisions: Patrol, Investigations, Support Services, and Administration.

The Patrol Division is responsible for field operations and are the primary personnel assigned to respond to calls for service. Patrol personnel prevent crime, enforce laws, apprehend criminals, and perform preliminary investigations through Public Service Area (PSA) policing strategies. Specialized units within the Patrol Division include the K-9 Team, Community Services Officers, Code Enforcement, Parking Enforcement, and the Traffic Bureau. A team of School Resource Officers (SROs) serve full-time and on overtime at local high schools supplementing the efforts of the police departments' Patrol teams, specialized units, and school administrators through their promotion of campus safety. Community Service Officers perform a variety of functions including preparation of crime reports, traffic accident investigations, parking enforcement and special projects as assigned. The Police Reserve Unit, Police Cadets, and Volunteer Program are included in the Patrol Division.

The Investigation Division provides follow-up investigation on reported crimes. Detectives investigate crimes, interview witnesses, and victims, identify and arrest offenders, recover stolen property and file criminal cases with the appropriate jurisdictions. The SET team targets gangs, graffiti, narcotics and the resolution of identified problems in the community. The Forensics Bureau, which is assigned to the Investigation Division, provides specialized services related to the collection, identification, and analysis of crime scene evidence, especially latent fingerprints. The Investigation Division also oversees Crime Analysis which is responsible for analysis and compilation of information and data related to criminal activity and trends. This compiled information is essential for criminal investigations and helps identify problem areas or criminal patterns which results in more effective deployment of personnel and allocation of resources. In addition, administration of the contract to provide law enforcement services to Santa Fe Springs is also the responsibility of this division.

The Support Services Division includes various specialized units, including Communications, Records, Property and Evidence and budget oversight. Communications is responsible for all 9-1-1, and emergency and routine radio communication functions. It also includes the oversight of all Police radio equipment, network, and operation. The accurate transcription, data entry, maintenance, and release of records and/or reports relating to law enforcement matters and criminal activity are the responsibility of the Records Bureau. Records Personnel handle the Police Department's public front counter and phone calls as well as Livescan fingerprinting for the public and City applicants. The Property and Evidence Unit document, store, protect, and control all of the property and evidence collected by police officers in the field. Many laws govern the proper storage and management of evidence that is later used in Court proceedings. The preparation and oversight of the Department's budget is provided within the Division, along with accounts payable, grant writing, and grants management. The Division coordinates police technology initiatives.

City of Whittier

Police Department

The Administration Division includes the Office of Professional Standards, Training Unit, Recruitment, Community Relations, Press Information Unit, Department Armorer, Jail Operations and building maintenance coordination. The mission of Professional Standards is to review officer involved critical incidents and investigate complaints received on sworn and non-sworn employees of the Department. The Training unit is in charge of directing and tracking all on-going training for the entire Department as directed by the state and POST. This training is given in the form of classes, online video, seminars, and tactical exercises. The Training Coordinator also serves as the Department's Rangemaster, coordinating all firearms training for sworn personnel and ordering of ammunition for the various weapons systems. The Department Armorer is responsible for the maintenance of all weapons systems and inventory audits. Recruitment is in charge of processing police and civilian applicants through a tough selection process that can include a written exam, physical agility test, oral interview, extensive background investigation, psychological test and evaluation, medical exams and a polygraph depending upon the position. The Community Relations officer is responsible for programs that deal with the public, from seniors to preschoolers, including crime prevention programs, "Business/Neighborhood Watch" and school programs. Jail Operations include all activity related to the processing of arrestees. These activities include initial booking of inmates, classification, medical evaluation, housing assignment, court transportation, bail reception, feeding, activity logs, and release. It also includes the oversight of the G4S contract that staffs the jail. Lastly, it requires that our facilities pass the rigorous inspections by the State, County Health Department, Juvenile Court System, Civil Grand Jury, and the Fire Department.

SIGNIFICANT CRIMES

Crimes	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Estimated
Homicides	1	4	3	0
Forcible Rape	13	17	17*	23*
Robbery	81	81	95	81
Aggravated Assault	148	122	114	137
Burglary	475	384	327	374
Larceny	1,776	1,615	1,603	1,825
Motor Vehicle Theft	284	275	295	475
TOTAL	2,778	2,498	2,454	2,915

*The FBI expanded the definition of rape for reporting purposes. Reporting was modified beginning the fourth quarter of 2014.

City of Whittier

Police (100-40-411-000, 100-40-412-701, 717, 719)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 17,496,776	\$ 17,832,449	\$ 17,921,794	\$ 17,924,547	\$ 18,455,397
Maintenance and Operations	2,645,291	2,773,457	2,621,239	2,618,738	2,766,150
Capital Outlay	232,523	273,094	312,595	312,595	221,259
Total Expenditures	<u>20,374,590</u>	<u>20,879,000</u>	<u>20,855,628</u>	<u>20,855,880</u>	<u>21,442,806</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 20,374,590</u>	<u>\$ 20,879,000</u>	<u>\$ 20,855,628</u>	<u>\$ 20,855,880</u>	<u>\$ 21,442,806</u>
Expenditures and Transfers-Out By Source					
General Fund	20,374,590	20,879,000	20,855,628	20,855,880	21,442,806
Total Expenditures and Transfers-Out	<u>\$ 20,374,590</u>	<u>\$ 20,879,000</u>	<u>\$ 20,855,628</u>	<u>\$ 20,855,880</u>	<u>\$ 21,442,806</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 11,334,205	\$ 11,445,582	\$ 11,422,519	\$ 11,422,519	\$ 11,695,340
Employee Benefits	6,162,571	6,386,867	6,499,275	6,502,028	6,760,057
Total Employee Services	<u>17,496,776</u>	<u>17,832,449</u>	<u>17,921,794</u>	<u>17,924,547</u>	<u>18,455,397</u>
Dues, Memberships, License and Publications	15,779	22,605	17,608	17,608	17,608
Rentals	-	-	-	-	-
Taxes and Assessments	145	-	-	-	-
Insurance	461,747	428,421	40,305	40,305	111,615
Professional Services	108,037	167,255	168,925	168,925	168,925
Utilities	58,721	47,697	57,750	57,750	57,750
Miscellaneous Services	588,982	605,240	641,431	641,431	666,431
Repairs and Maintenance	136,352	157,009	170,872	170,872	170,872
Materials and Supplies	404,214	445,411	570,497	570,497	570,046
City Charges	-	-	-	-	-
Mobile Equipment Rental	858,241	861,672	921,451	918,950	970,503
Other	13,073	38,147	32,400	32,400	32,400
Total Maintenance and Operations	<u>2,645,291</u>	<u>2,773,457</u>	<u>2,621,239</u>	<u>2,618,738</u>	<u>2,766,150</u>
Capital Outlay	232,523	273,094	312,595	312,595	221,259
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>20,374,590</u>	<u>20,879,000</u>	<u>20,855,628</u>	<u>20,855,880</u>	<u>21,442,806</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 20,374,590</u>	<u>\$ 20,879,000</u>	<u>\$ 20,855,628</u>	<u>\$ 20,855,880</u>	<u>\$ 21,442,806</u>
Full Time Positions	120.0	120.0	120.0	120.0	120.0
Part Time Positions (Full Time Equivalent)	8.4	8.4	8.4	8.4	8.4
Total	<u>128.4</u>	<u>128.4</u>	<u>128.4</u>	<u>128.4</u>	<u>128.4</u>



City of Whittier

Santa Fe Springs Policing Team

OVERVIEW

The Whittier Police Department provides contract law enforcement services to the City of Santa Fe Springs. There are forty (40) members of the Whittier Police Department who are assigned to the Santa Fe Springs (SFS) Policing Team. Sworn personnel include four (4) sergeants, four (4) investigators, two (2) problem-oriented policing officers, a traffic officer, a school resource officer and twenty-three (23) patrol officers. Civilian personnel include a records supervisor and five (5) professional staff.

Members of the SFS Policing team work in partnership with employees of the Santa Fe Springs Police Services Department to provide the City of Santa Fe Springs with full-scale law enforcement. The SFS Policing Team has integrated a strong community-based policing philosophy into the provision of law enforcement services in that City. All personnel in the SFS Policing Team are assigned to work out of the Santa Fe Springs Police Services Center or the Santa Fe Springs Police Staging Facility.

There are three (3) functional units (Patrol, Investigation and Support Services) within the SFS Policing Team. Members of the patrol unit respond to calls for service and emergencies and are strongly oriented towards crime prevention under a geographical system that divides the city into three (3) community policing areas. They apprehend criminals, enforce laws and perform preliminary investigations. Each patrol officer is responsible for working with residents and members of the business community to prevent crime and enhance the quality of life in the community. A traffic officer is also assigned within the patrol unit. The traffic officer provides services and performs duties in the area of traffic collision analysis, hit and run collision investigation, commercial enforcement and tactical traffic service.

Detectives assigned to the Santa Fe Springs Policing Team are responsible for investigating crimes that occur in the City of Santa Fe Springs. They interview victims and witnesses, identify and arrest offenders, recover stolen property and file criminal cases with the corresponding courts. The Problems Oriented Policing Team is part of the investigations unit and concentrates enforcement efforts on specific criminal activity such as gang violence, illegal drugs, auto theft/car-jacking and other sting-type operations as needed. They also work actively to resolve community crime problems through conventional and innovative law enforcement efforts.

Civilian personnel provide maintain, transcribe, and oversee the release of police records and are integral members of the policing team. They work closely with other employees at the Santa Fe Springs Police Services Center to provide information and/or assistance relating to law enforcement and public safety issues. Crime analysis services, computer system integration and support, and communications are provided for the SFS Policing Team.

Personnel assigned at the Whittier Police Department provide management, administrative and other support services ancillary to the provision of law enforcement services in Santa Fe Springs.

City of Whittier

Santa Fe Springs Policing Team

KEY GOALS

- Detect, deter and prevent criminal activity in the City of Santa Fe Springs by developing a cooperative relationship between police, government, citizens, community groups and social agencies;
- Reduce traffic collisions and traffic collision related injuries and deaths in the City of Santa Fe Springs through education and enforcement of traffic laws;
- Create a working environment within the policing team that ensures selection and retention of qualified personnel committed to public safety and the accomplishment of department goals;
- Work in partnership with the City of Santa Fe Springs, residents, businesses, educational and civic groups to increase public awareness and crime reduction.

SIGNIFICANT CRIMES

Crimes	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Actual
Homicides	1	0	3	3
Forcible Rape	3	3	1*	8*
Robbery	38	29	35	44
Aggravated Assault	50	44	33	50
Burglary	180	135	155	155
Larceny	861	827	804	940
Motor Vehicle Theft	202	224	165	196
TOTAL	1,335	1,264	1,196	1,396

*The FBI expanded the definition of rape for reporting purposes. Reporting was modified beginning the fourth quarter of 2014.

City of Whittier

SFS Policing (100-40-421-703,704/422-000/423-705,706)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 7,156,805	\$ 7,374,251	\$ 7,320,831	\$ 7,320,831	\$ 7,473,853
Maintenance and Operations	723,315	738,600	722,198	722,198	652,084
Capital Outlay	-	-	-	-	-
Total Expenditures	<u>7,880,120</u>	<u>8,112,851</u>	<u>8,043,029</u>	<u>8,043,029</u>	<u>8,125,937</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 7,880,120</u>	<u>\$ 8,112,851</u>	<u>\$ 8,043,029</u>	<u>\$ 8,043,029</u>	<u>\$ 8,125,937</u>
Expenditures and Transfers-Out By Source					
General Fund	7,880,120	8,112,851	8,043,029	8,043,029	8,125,937
Total Expenditures and Transfers-Out	<u>\$ 7,880,120</u>	<u>\$ 8,112,851</u>	<u>\$ 8,043,029</u>	<u>\$ 8,043,029</u>	<u>\$ 8,125,937</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 3,870,917	\$ 4,127,973	\$ 4,037,545	\$ 4,037,545	\$ 4,183,035
Employee Benefits	3,285,888	3,246,278	3,283,286	3,283,286	3,290,818
Total Employee Services	<u>7,156,805</u>	<u>7,374,251</u>	<u>7,320,831</u>	<u>7,320,831</u>	<u>7,473,853</u>
Dues, Memberships, License and Publications	400	400	400	400	400
Rentals	-	-	1,000	1,000	1,000
Taxes and Assessments	-	-	-	-	-
Insurance	226,947	196,747	171,619	171,619	97,535
Professional Services	8,791	18,883	20,000	20,000	20,000
Utilities	-	4,000	4,000	4,000	4,000
Miscellaneous Services	135,123	160,537	155,665	155,665	155,665
Repairs and Maintenance	68,500	68,500	73,925	73,925	73,925
Materials and Supplies	88,525	89,889	93,450	93,450	93,450
City Charges	195,015	197,159	198,539	198,539	202,509
Mobile Equipment Rental	-	-	-	-	-
Other	14	2,485	3,600	3,600	3,600
Total Maintenance and Operations	<u>723,315</u>	<u>738,600</u>	<u>722,198</u>	<u>722,198</u>	<u>652,084</u>
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>7,880,120</u>	<u>8,112,851</u>	<u>8,043,029</u>	<u>8,043,029</u>	<u>8,125,937</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 7,880,120</u>	<u>\$ 8,112,851</u>	<u>\$ 8,043,029</u>	<u>\$ 8,043,029</u>	<u>\$ 8,125,937</u>
Full Time Positions	39.0	39.0	39.0	39.0	39.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	<u>39.0</u>	<u>39.0</u>	<u>39.0</u>	<u>39.0</u>	<u>39.0</u>

City of Whittier

Code Enforcement

OVERVIEW

The Code Enforcement division of the Police Department is responsible for enforcement of the Whittier Municipal Code with regard to public nuisances, safety and zoning violations. Activities of the Unit include enforcement of property maintenance codes, abandoned or inoperable vehicles and coordination with other City departments to maintain the appearance of alleyways. Code Enforcement Officers (CEO's) have the authority to issue administrative citations for certain violations of the Municipal Code. Further enforcement of Municipal Code violations are pursued through involvement of the City Attorney and the Los Angeles County District Attorney's Office.

Community Development Block Grant (CDBG) funds have enabled this unit to pursue its mission. Two (2) Code Enforcement Officers are fully funded utilizing CDBG funds. In addition, the Code Enforcement Secretary and Code Enforcement Supervisor are also partially funded through CDBG. The CDBG area is the subject of proactive assessment and enforcement action. Currently, residences within the CDBG area are being assessed from the street view to identify the properties that reveal substandard and blighted conditions. Property owners, tenants and/or property managers are then contacted and requested to bring the properties into voluntary compliance. If properties continue to be non-compliant, property owners, tenants and/or property managers receive administrative citations or face legal action.

Code Enforcement also employs an additional three (3) full-time Code Enforcement Officers. One CEO is assigned to alley sanitation enforcement. The remaining two CEO's are assigned to address all types of violations on a reactive basis within the four Public Service Areas within the City.

KEY GOALS

- Provide a healthier, safer environment for housing the citizens of the City of Whittier;
- Promote public awareness of property maintenance codes;
- Obtain a high degree of resident and business compliance of specific municipal codes, thereby improving property value.

City of Whittier

Code Enforcement (100-40-431-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 333,348	\$ 364,074	\$ 342,847	\$ 342,847	\$ 362,856
Maintenance and Operations	28,294	22,846	35,530	35,530	41,991
Capital Outlay	-	-	-	-	-
Total Expenditures	<u>361,642</u>	<u>386,920</u>	<u>378,377</u>	<u>378,377</u>	<u>404,847</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 361,642</u>	<u>\$ 386,920</u>	<u>\$ 378,377</u>	<u>\$ 378,377</u>	<u>\$ 404,847</u>
Expenditures and Transfers-Out By Source					
General Fund	361,642	386,920	378,377	378,377	404,847
Total Expenditures and Transfers-Out	<u>\$ 361,642</u>	<u>\$ 386,920</u>	<u>\$ 378,377</u>	<u>\$ 378,377</u>	<u>\$ 404,847</u>
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 250,476	\$ 269,788	\$ 268,740	\$ 268,740	\$ 278,786
Employee Benefits	82,872	94,286	74,107	74,107	84,070
Total Employee Services	<u>333,348</u>	<u>364,074</u>	<u>342,847</u>	<u>342,847</u>	<u>362,856</u>
Dues, Memberships, License and Publications	450	512	1,000	1,000	1,000
Rentals	-	-	200	200	200
Taxes and Assessments	-	-	-	-	-
Insurance	1,991	1,383	1,127	1,127	990
Professional Services	-	19	6,000	6,000	6,000
Utilities	1,632	1,721	2,300	2,300	2,300
Miscellaneous Services	5,627	303	3,200	3,200	3,200
Repairs and Maintenance	-	-	500	500	500
Materials and Supplies	4,278	3,694	8,845	8,845	8,845
City Charges	-	-	-	-	-
Mobile Equipment Rental	14,301	14,299	11,858	11,858	18,456
Other	15	21	500	500	500
Total Maintenance and Operations	<u>28,294</u>	<u>21,952</u>	<u>35,530</u>	<u>35,530</u>	<u>41,991</u>
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>361,642</u>	<u>386,026</u>	<u>378,377</u>	<u>378,377</u>	<u>404,847</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	894	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>894</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 361,642</u>	<u>\$ 386,920</u>	<u>\$ 378,377</u>	<u>\$ 378,377</u>	<u>\$ 404,847</u>
Full Time Positions	4.0	4.0	4.0	4.0	4.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	<u>4.0</u>	<u>4.0</u>	<u>4.0</u>	<u>4.0</u>	<u>4.0</u>

City of Whittier

Code Liens

OVERVIEW

The Code Liens program provides the Code Enforcement Unit with advance funds to use in their efforts to correct violations under the City's public nuisance abatement procedures. Items considered nuisances by the City include any buildings, structures or vacant properties which contain substandard conditions such as inadequate sanitation, structural hazards, inadequate wiring, faulty plumbing, inadequate mechanical equipment, faulty weather protection, faulty construction materials and fire hazards. Nuisances also include abandoned and hazardous buildings.

Public nuisances are defined within Section 8.08 of the Whittier Municipal Code. Properties requiring abatement are posted and property owners are notified by mail to remove the nuisance within 10 days. If a property owner takes no action towards abating the nuisance then the City, at the property owner's expense, clears the nuisance. If the property owner neglects to pay for the cost of abatement within one year, the City may place a lien on the owner's property tax through the County tax rolls. Once property tax liens are collected, a reimbursement is made in the Code Liens cost center to offset the costs incurred for abatement.

KEY GOALS

- Provide a healthier and safer environment for housing the citizens of the City of Whittier;
- Promote public awareness of property maintenance codes;
- Obtain the highest possible degree of compliance of specific municipal codes, thereby improving the City's visual environment and causing a corresponding increase in property value.

City of Whittier

Code Liens (100-40-431-707)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance and Operations	260	894	8,000	8,000	8,000
Capital Outlay	-	-	-	-	-
Total Expenditures	260	894	8,000	8,000	8,000
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 260	\$ 894	\$ 8,000	\$ 8,000	\$ 8,000
Expenditures and Transfers-Out By Source					
General Fund	260	894	8,000	8,000	8,000
Total Expenditures and Transfers-Out	\$ 260	\$ 894	\$ 8,000	\$ 8,000	\$ 8,000
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	-	-	-
Total Employee Services	-	-	-	-	-
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	-	-	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	260	894	8,000	8,000	8,000
Materials and Supplies	-	-	-	-	-
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	260	894	8,000	8,000	8,000
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	260	894	8,000	8,000	8,000
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 260	\$ 894	\$ 8,000	\$ 8,000	\$ 8,000
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	0.0	0.0	0.0	0.0	0.0

City of Whittier

Police - Whittwood

OVERVIEW

The Whittier Police Department, in partnership with the Whittwood Town Center, continues with the Department's community based-policing efforts through the full-time assignment of a Police Officer that is made available to shoppers and merchants.

A full-time police officer position was established at the Whittwood Town Center in order to enhance the Police Department's ability to anticipate and meet the mall's changing security needs. The Whittwood officer works with mall management to coordinate City and mall resources in order to best address the public safety needs of the center.

The Whittwood Mall is billed quarterly for the cost of the full-time officer's salary, including benefits.

KEY GOALS

- Improve safety at the Whittwood Town Center, utilizing community-based policing philosophy, in order to increase the mall's attractiveness to shoppers and potential retailers.

City of Whittier

Police - Whittwood (100-40-441-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 173,624	\$ 171,771	\$ 189,719	\$ 189,719	\$ 199,897
Maintenance and Operations	6,437	6,500	7,851	7,851	7,966
Capital Outlay	-	-	-	-	-
Total Expenditures	180,061	178,271	197,570	197,570	207,863
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 180,061	\$ 178,271	\$ 197,570	\$ 197,570	\$ 207,863
Expenditures and Transfers-Out By Source					
General Fund	180,061	178,271	197,570	197,570	207,863
Total Expenditures and Transfers-Out	\$ 180,061	\$ 178,271	\$ 197,570	\$ 197,570	\$ 207,863
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 99,386	\$ 103,648	\$ 125,770	\$ 125,770	\$ 130,290
Employee Benefits	74,238	68,123	63,949	63,949	69,607
Total Employee Services	173,624	171,771	189,719	189,719	199,897
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	838	840	851	851	852
Professional Services	-	-	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	-	-	1,300	1,300	1,300
City Charges	5,599	5,660	5,700	5,700	5,814
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	6,437	6,500	7,851	7,851	7,966
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	180,061	178,271	197,570	197,570	207,863
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 180,061	\$ 178,271	\$ 197,570	\$ 197,570	\$ 207,863
Full Time Positions	1.0	1.0	1.0	1.0	1.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	1.0	1.0	1.0	1.0	1.0

City of Whittier

COPS in Schools

OVERVIEW

In an effort to increase police presence at local high schools, the Whittier Police Department and the Whittier Union High School District developed a plan to deploy full-time School Resource Officers (SROs) at Whittier, La Serna, and Santa Fe High Schools and an officer on an overtime basis for the Sierra Education Center.

Consistent full-time police presence helps promote a safer environment in and adjacent to the schools. SROs work to create and encourage desirable behavior on the part of the students and are available to students, parents, faculty, officials, and community members for problem solving.

The goals and purpose of the Cops in School (CIS) program are best accomplished through a five-year commitment of the SRO's selected for the assignment. A SRO must be thoroughly familiar with the school, know the students and be aware of and familiar with the surrounding neighborhood. At each campus, the SRO assesses the needs of his or her campus and applies a combination of hands-on activities or methods in an effort to gain insight into the students. The activities used are not only directed towards the students but may also include the participation of faculty and parents. Support and educational activities such as mentoring, personal safety, and conflict resolution techniques are essential.

The City of Whittier shares the cost of the two (2) officers assigned at Whittier and La Serna High Schools with the high school district. Program funding between the City and school district has been on a 35%-65% basis for the net cost of the officers. And the high school district fully funds the officer assigned at Santa Fe High School and those who work at the Sierra Education Center.

KEY GOALS

- Provide a partnership with campus administration to provide a safe learning environment and encourage the development of social responsibility among students;
- Provide a highly visible law enforcement presence on the campus and in the community immediately surrounding the school;
- Decrease incidences of school crime through proactive identification and deterrence of potential criminal activity.

City of Whittier

COPS in School (100-40-461-714, 715, 716, 718)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 572,759	\$ 483,220	\$ 496,624	\$ 496,624	\$ 540,113
Maintenance and Operations	2,556	2,350	4,183	4,183	4,237
Capital Outlay	-	-	-	-	-
Total Expenditures	575,315	485,570	500,807	500,807	544,350
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 575,315	\$ 485,570	\$ 500,807	\$ 500,807	\$ 544,350
Expenditures and Transfers-Out By Source					
General Fund	575,315	485,570	500,807	500,807	544,350
Total Expenditures and Transfers-Out	\$ 575,315	\$ 485,570	\$ 500,807	\$ 500,807	\$ 544,350
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 366,346	\$ 274,968	\$ 294,644	\$ 294,644	\$ 314,918
Employee Benefits	206,413	208,252	201,980	201,980	225,195
Total Employee Services	572,759	483,220	496,624	496,624	540,113
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	2,556	2,350	2,383	2,383	2,437
Professional Services	-	-	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	-	-	1,800	1,800	1,800
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	2,556	2,350	4,183	4,183	4,237
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	575,315	485,570	500,807	500,807	544,350
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 575,315	\$ 485,570	\$ 500,807	\$ 500,807	\$ 544,350
Full Time Positions	4.0	3.0	3.0	3.0	3.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	4.0	3.0	3.0	3.0	3.0

City of Whittier

Traffic Offender Program/State COPS Funding

OVERVIEW

Traffic Offender Program

The Whittier Police Department's Traffic Safety Program was originally established in Fiscal Year 1998-99 with the assistance of a grant from the California Office of Traffic Safety (OTS). The purpose of the program is to improve traffic safety in Whittier through increased traffic enforcement.

The program is currently funded from General Funds, and supports one officer and one part-time traffic analyst.

KEY GOALS

- Support Traffic Safety Program operations;
- Increase safety for Whittier commuters.

PERFORMANCE MEASURES

Traffic Collisions	FY 2012-13 Actual	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Actual
Injury Collisions	371	394	353	406
Fatal Collisions	3	6	3	4
Hit and Run Collisions	352	315	309	355
Non-injury Collisions	518	428	479	539
Total	1,244	1,143	1,144	1,304

State Citizen's Option for Public Safety (COPS)

AB 3229 (Brulte) was enacted in 1996 as part of the State budget. The bill established the Citizen's Option for Public Safety (COPS) Program and appropriated \$100 million from the State to local agencies for the purpose of improving public safety. Recent State COPS legislation extended funding for this valuable program indefinitely. The State COPS program has awarded \$155,886 to Whittier in 2016.

KEY GOALS

- Enhance public safety in the community;
- Develop cooperative relationships between police, government, citizens, community groups and social agencies.

City of Whittier

Traffic Offender/State COPS (210 & 220)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 241,960	\$ 217,695	\$ 303,438	\$ 303,438	\$ 291,540
Maintenance and Operations	1,607	1,238	4,586	4,586	4,625
Capital Outlay	-	-	-	-	-
Total Expenditures	<u>243,567</u>	<u>218,933</u>	<u>308,024</u>	<u>308,024</u>	<u>296,165</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 243,567</u>	<u>\$ 218,933</u>	<u>\$ 308,024</u>	<u>\$ 308,024</u>	<u>\$ 296,165</u>
Expenditures and Transfers-Out By Source					
Traffic Offender Fund	243,567	218,933	308,024	308,024	296,165
Total Expenditures and Transfers-Out	<u>\$ 243,567</u>	<u>\$ 218,933</u>	<u>\$ 308,024</u>	<u>\$ 308,024</u>	<u>\$ 296,165</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 142,938	\$ 141,258	\$ 203,845	\$ 203,845	\$ 199,908
Employee Benefits	99,022	76,437	99,593	99,593	91,632
Total Employee Services	<u>241,960</u>	<u>217,695</u>	<u>303,438</u>	<u>303,438</u>	<u>291,540</u>
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	1,607	1,238	1,261	1,261	1,300
Professional Services	-	-	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	-	-	3,325	3,325	3,325
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	<u>1,607</u>	<u>1,238</u>	<u>4,586</u>	<u>4,586</u>	<u>4,625</u>
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>243,567</u>	<u>218,933</u>	<u>308,024</u>	<u>308,024</u>	<u>296,165</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 243,567</u>	<u>\$ 218,933</u>	<u>\$ 308,024</u>	<u>\$ 308,024</u>	<u>\$ 296,165</u>
Full Time Positions	2.0	2.0	2.0	2.0	2.0
Part Time Positions (Full Time Equivalent)	1.3	1.3	1.3	1.3	1.3
Total	<u>3.3</u>	<u>3.3</u>	<u>3.3</u>	<u>3.3</u>	<u>3.3</u>

City of Whittier

Asset Seizure-Forfeiture

OVERVIEW

The Whittier Police Department participates in the Southern California Drug Task Force (SCDTF), a federally funded multi-jurisdictional task force targeting the highest levels of drug trafficking. The task force is part of the Department of Justice's HIDTA (High Intensity Drug Trafficking Area) program. Personnel assigned to SCDTF from the Whittier Police Department, include one full-time sworn police officer.

The Task Force is a multi-jurisdictional crime task force, which strengthens law enforcement efforts and serves as a resource to all participating agencies. It provides assistance to participating agencies in handling drug laboratories, gang suppression, and provides readily available federal resources for major investigations. The expertise supplied by the Southern California Drug Task Force is a valuable resource (cost saving) to all participating agencies.

KEY GOALS

- Deprive criminals of property used in or acquired through illegal activities;
- Strengthen law enforcement efforts against drug trafficking.

City of Whittier

Asset Seizure-Forfeiture Fund (250-40-471-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 248,434	\$ 232,200	\$ 293,237	\$ 293,237	\$ 280,717
Maintenance and Operations	10,549	13,212	11,846	11,846	11,535
Capital Outlay	-	66,896	-	266,519	-
Total Expenditures	258,983	312,308	305,083	571,602	292,252
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ 258,983	\$ 312,308	\$ 305,083	\$ 571,602	\$ 292,252
Expenditures and Transfers-Out By Source					
Asset Seizure-Forfeiture Fund	258,983	312,308	305,083	571,602	292,252
Total Expenditures and Transfers-Out	\$ 258,983	\$ 312,308	\$ 305,083	\$ 571,602	\$ 292,252
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 70,446	\$ 64,643	\$ 103,684	\$ 103,684	\$ 108,649
Employee Benefits	47,988	37,557	59,553	59,553	42,068
Total Employee Services	118,434	102,200	163,237	163,237	150,717
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	27	45	56	56	50
Professional Services	315	315	790	790	485
Utilities	-	-	-	-	-
Miscellaneous Services	2,500	-	-	-	-
Repairs and Maintenance	7,707	12,852	10,700	10,700	10,700
Materials and Supplies	-	-	300	300	300
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	10,549	13,212	11,846	11,846	11,535
Capital Outlay	-	66,896	-	266,519	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	128,983	182,308	175,083	441,602	162,252
Non-Operating Expenditures and Transfers-Out					
Employee Services	130,000	130,000	130,000	130,000	130,000
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	130,000	130,000	130,000	130,000	130,000
Total Expenditures and Transfers-Out	\$ 258,983	\$ 312,308	\$ 305,083	\$ 571,602	\$ 292,252
Full Time Positions	1.0	1.0	1.0	1.0	1.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	1.0	1.0	1.0	1.0	1.0



City of Whittier

Whittier Public Financing Authority



People, Pride, Progress

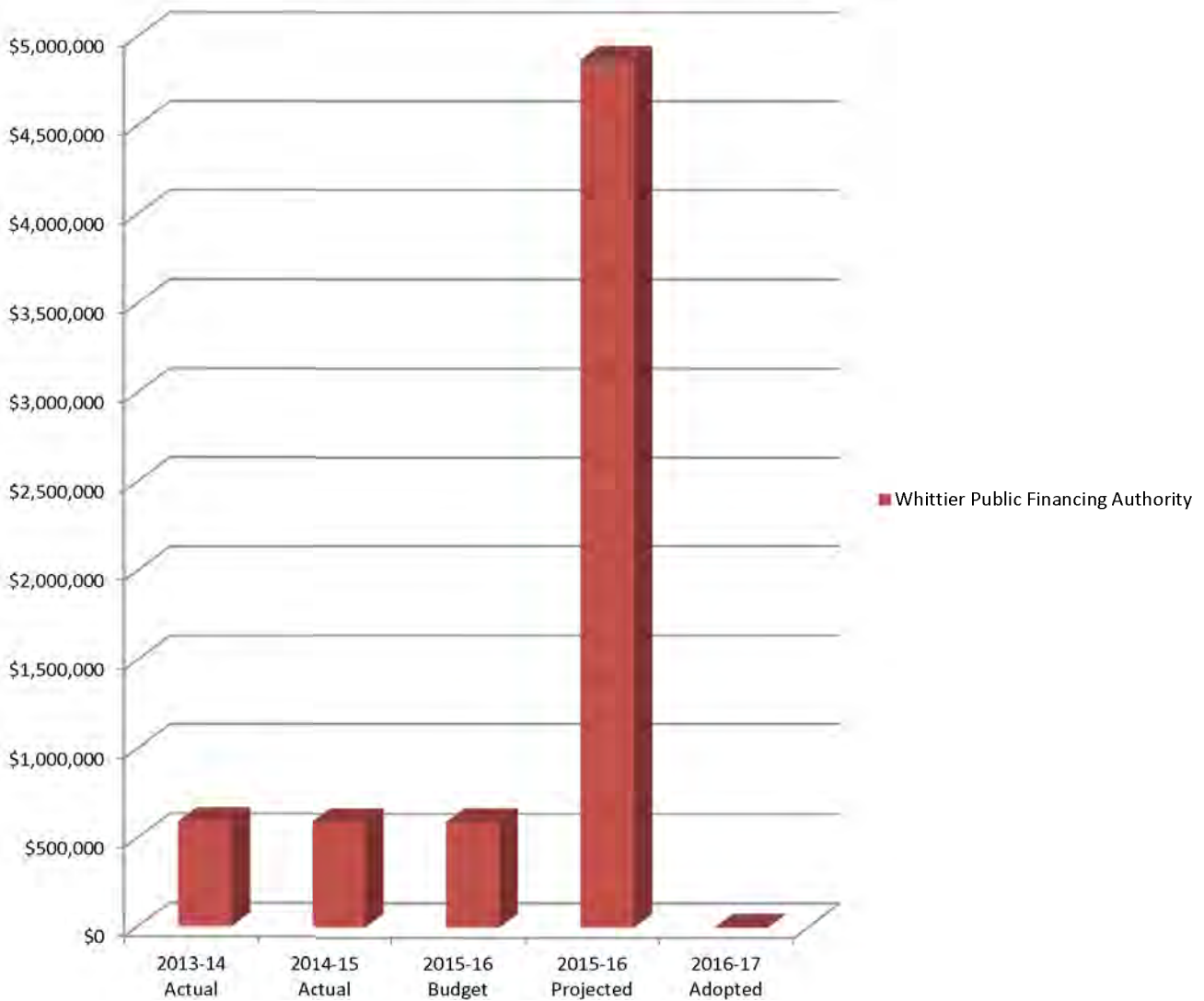
*Adopted Budget for
Fiscal Year 2016-17*

City of Whittier

Whittier Public Financing Authority

Division/Cost Center	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
Whittier Public Financing Authority	\$ 591,290	\$ 588,305	\$ 589,040	\$ 4,868,424	\$ -

Whittier Public Financing Authority



City of Whittier

Whittier Public Financing Authority

OVERVIEW

The City of Whittier and the Whittier Redevelopment Agency formed the Whittier Public Financing Authority in 1989. The Authority was created to provide financing for public capital improvements for the City and the Agency. The Authority has the power to issue bonds to pay the cost of any public capital improvement and to acquire bonds issued by other public entities.

In addition to the 2002 Revenue Bonds, the Authority also participated in the 2005 issuance of Whittier Redevelopment Agency (Whittier Earthquake Recovery Redevelopment Project) Tax Allocation Bonds in the amount of \$7,810,000.

In March 2002, the Authority issued Revenue Bonds, Series A in the amount of \$7,505,000 to refund the 1992 Whittier Redevelopment Agency Tax Allocations Bonds (Greenleaf Avenue/Uptown Whittier Redevelopment Project) and to finance certain redevelopment activities within the project area. These bonds mature on November 1, 2023. The Authority used the proceeds of this bond issue to loan the Whittier Redevelopment Agency funds that were used to pay off the old bonds and an additional \$3.9 million for redevelopment activities and payment of outstanding City loans. The Agency pays off its loans to the Authority by making the debt service payments from property tax increment revenues generated by the Greenleaf Avenue/Uptown Project areas.

The outstanding balance of the bonds is \$4,170,000 was redeemed as of June 30, 2016 with a final interest payment of \$80,797.

KEY GOALS

- Provide a means of refunding the Greenleaf Avenue/Uptown Whittier Redevelopment Project Area tax allocation bond and increase funding for redevelopment activities within the project area

City of Whittier

Whittier Public Financing Authority (390-25-999-207)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance and Operations	591,290	588,305	589,040	4,250,797	-
Capital Outlay	-	-	-	-	-
Total Expenditures	591,290	588,305	589,040	4,250,797	-
Transfers-Out	-	-	-	617,627	-
Total Expenditures and Transfers-Out	<u>\$ 591,290</u>	<u>\$ 588,305</u>	<u>\$ 589,040</u>	<u>\$ 4,868,424</u>	<u>\$ -</u>
Expenditures and Transfers-Out By Source					
Whittier Public Financing Authority	591,290	588,305	589,040	4,868,424	-
Total Expenditures and Transfers-Out	<u>\$ 591,290</u>	<u>\$ 588,305</u>	<u>\$ 589,040</u>	<u>\$ 4,868,424</u>	<u>\$ -</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	-	-	-
Total Employee Services	-	-	-	-	-
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	-	-	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	-	-	-	-	-
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	591,290	588,305	589,040	4,250,797	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	617,627	-
Total Non-Operating Expenditures/Transfers	<u>591,290</u>	<u>588,305</u>	<u>589,040</u>	<u>4,868,424</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 591,290</u>	<u>\$ 588,305</u>	<u>\$ 589,040</u>	<u>\$ 4,868,424</u>	<u>\$ -</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>



City of Whittier

Whittier Utility Authority



People, Pride, Progress

*Adopted Budget for
Fiscal Year 2016-17*

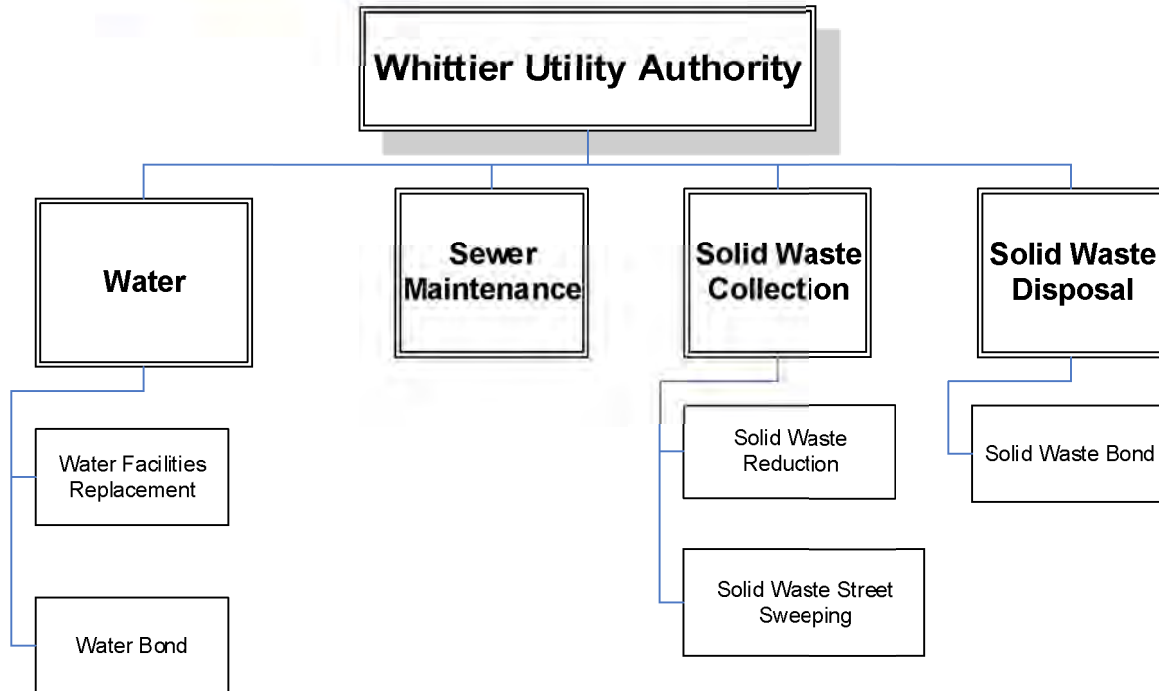
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City of Whittier

Whittier Utility Authority

- *Sewer Maintenance*
- *Water Fund*
- *Solid Waste Collection*
- *Solid Waste Reduction*
- *Solid Waste Street Sweeping*
- *Solid and Toxic Waste Disposal*
- *Water Facilities Replacement*
- *Water Bond*
- *Solid Waste Bond*

Whittier Utility Authority

Organization Chart

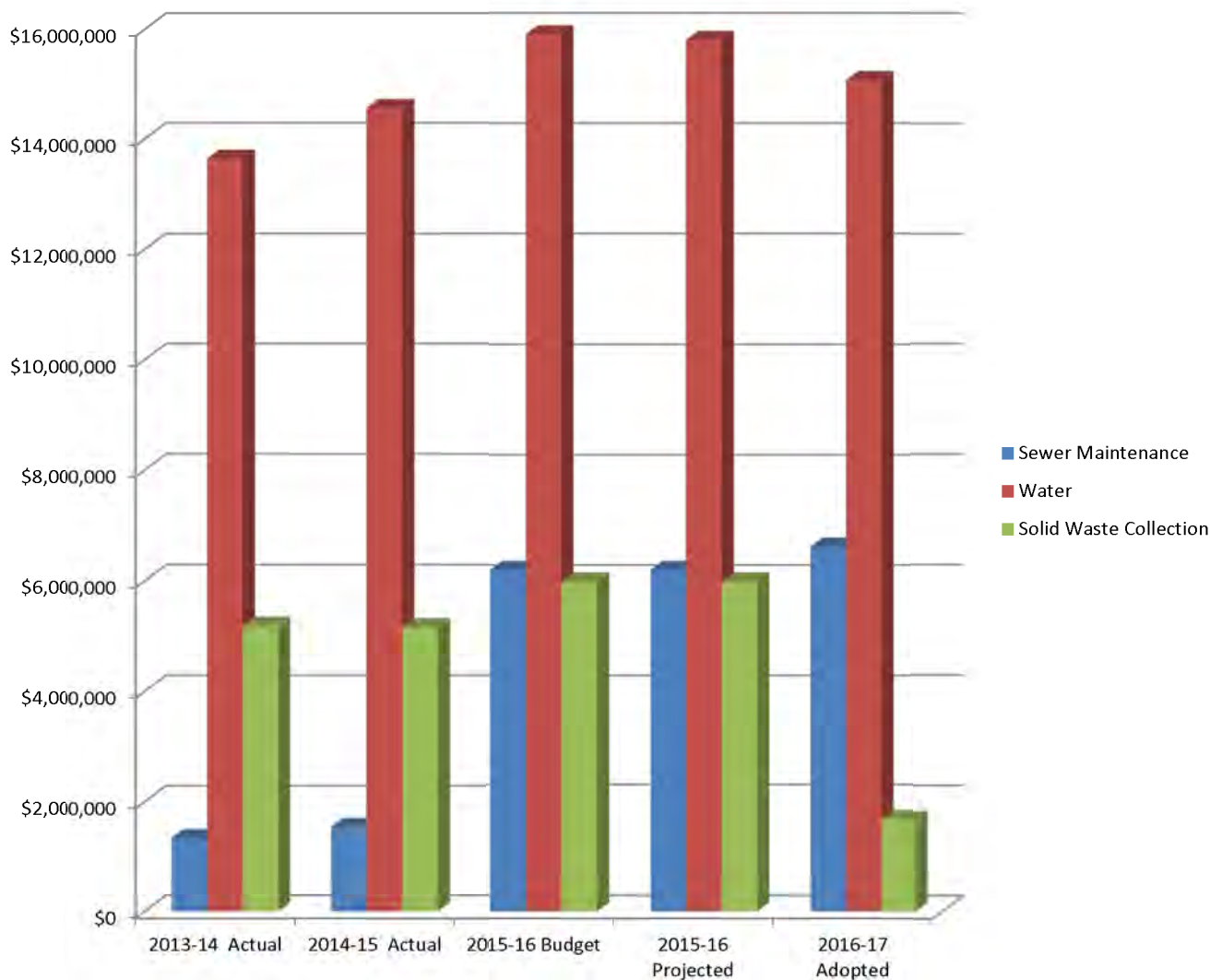




City of Whittier

Whittier Utility Authority

Division/Cost Center	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
Sewer Maintenance	\$ 1,341,274	\$ 1,542,603	\$ 6,203,569	\$ 6,203,569	\$ 6,626,094
Water	13,638,374	14,560,609	15,899,236	15,793,286	15,068,720
Solid Waste Collection	5,186,241	5,165,714	5,990,287	5,990,287	1,656,931



City of Whittier

Sewer Maintenance

OVERVIEW

The Sewer Maintenance Division maintains 194 miles of sewer lines within the City. The Division routinely cleans these sewer lines once every twelve months and some areas on a more frequent basis. The Sewer Maintenance Division is working with the Engineering Division to establish, design and construct priority sewer repair and replacement projects to reduce the number of sewer stoppages and overflows.

In addition, the Sewer Maintenance Division will administer an annual contract for the Spot Repair Program for known structural defects that may cause sewer overflow. This contract targets approximately 70 spot repairs each year. This program in one year reduced the sewer overflows from 43 in FY 2014-2015 overflows 19 in FY 2015-16. At the same time the sewer overflow volume decreased more than 50%.

During this same period, Sewer Division installed seven (7) Smart Covers that measures the sewer water levels in the pipes. This technology based manhole covers alerted Sewer Maintenance Crews of at least 4 potential overflows in less than one year.

Chemical Root foaming was performed in FY 2015-16. It was deemed ineffective compared with the cost of service. The Spot Repair program coupled with the Smart Covers yield better results in reducing sewer overflows.

KEY GOALS

- Provide for the safe and efficient maintenance of the sewer system to maintain health and sanitation standards
- Update and improve existing sewer system plans by automating system data
- Improve information retrieval by computer scanning of sewer plans for secondary back-up systems
- Replace old and undersized sewer mains
- Identify problem areas by analyzing maintenance and repair data
- Evaluate sewer main conditions using video inspections
- Comply with state requirements for monitoring and reporting sewer spills
- Comply with the State Water Resources Central Board (SWRCB) for the general Waste Discharge Requirements for Sanitary Sewer System
- Evaluate rate structure to ensure the continued financial viability of sewer system.

PERFORMANCE MEASURES

Measure	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Estimated
Single-family sewer service	18,442	18,444	18,444	18,442
Multi-residential sewer service	2,024	2,024	2,024	2,024
Commercial sewer service	1,675	1,675	1,675	1,675
Sewer spills	22	43	19	12

City of Whittier

Sewer Maintenance (410-30-342-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 582,886	\$ 633,817	\$ 667,151	\$ 667,151	\$ 889,244
Maintenance and Operations	524,286	520,140	902,418	902,418	1,066,850
Capital Outlay	224,102	348,646	4,410,000	4,410,000	4,410,000
Total Expenditures	<u>1,331,274</u>	<u>1,502,603</u>	<u>5,979,569</u>	<u>5,979,569</u>	<u>6,366,094</u>
Transfers-Out	10,000	40,000	224,000	224,000	260,000
Total Expenditures and Transfers-Out	<u>\$ 1,341,274</u>	<u>\$ 1,542,603</u>	<u>\$ 6,203,569</u>	<u>\$ 6,203,569</u>	<u>\$ 6,626,094</u>
Expenditures and Transfers-Out By Funding Source					
Sewer Maintenance Fund	1,341,274	1,542,603	6,203,569	6,203,569	6,626,094
Total Expenditures and Transfers-Out	<u>\$ 1,341,274</u>	<u>\$ 1,542,603</u>	<u>\$ 6,203,569</u>	<u>\$ 6,203,569</u>	<u>\$ 6,626,094</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 205,637	\$ 251,352	\$ 244,102	\$ 244,102	\$ 371,111
Employee Benefits	377,249	382,465	423,049	423,049	518,133
Total Employee Services	<u>582,886</u>	<u>633,817</u>	<u>667,151</u>	<u>667,151</u>	<u>889,244</u>
Dues, Memberships, License and Publications	296	507	1,507	1,507	1,507
Rentals	-	-	3,000	3,000	3,000
Taxes and Assessments	-	-	-	-	-
Insurance	190,803	154,956	247,109	247,109	355,582
Professional Services	2,709	25,549	181,300	181,300	181,300
Utilities	1,731	2,419	2,101	2,101	2,101
Miscellaneous Services	2,023	1,354	3,379	3,379	3,379
Repairs and Maintenance	104,072	102,538	230,039	230,039	230,039
Materials and Supplies	11,008	20,334	23,804	23,804	33,804
City Charges	73,229	74,034	74,553	74,553	76,044
Mobile Equipment Rental	138,415	138,415	132,926	132,926	166,344
Other	-	34	2,700	2,700	2,700
Total Maintenance and Operations	<u>524,286</u>	<u>520,140</u>	<u>902,418</u>	<u>902,418</u>	<u>1,055,800</u>
Capital Outlay	224,102	348,646	4,410,000	4,410,000	4,410,000
Transfers-Out	<u>10,000</u>	<u>40,000</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>
Total Operating Expenditures/Transfers	<u>1,341,274</u>	<u>1,542,603</u>	<u>5,999,569</u>	<u>5,999,569</u>	<u>6,375,044</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	11,050
Capital Outlay	-	-	-	-	-
Transfers-Out	<u>-</u>	<u>-</u>	<u>204,000</u>	<u>204,000</u>	<u>240,000</u>
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>204,000</u>	<u>204,000</u>	<u>251,050</u>
Total Expenditures and Transfers-Out	<u>\$ 1,341,274</u>	<u>\$ 1,542,603</u>	<u>\$ 6,203,569</u>	<u>\$ 6,203,569</u>	<u>\$ 6,626,094</u>
Full Time Positions	4.0	4.0	4.0	4.0	6.0
Part Time Positions (Full Time Equivalent)	<u>0.9</u>	<u>0.9</u>	<u>0.9</u>	<u>0.9</u>	<u>0.9</u>
Total	<u>4.9</u>	<u>4.9</u>	<u>4.9</u>	<u>4.9</u>	<u>6.9</u>

City of Whittier

Water Fund (420)

OVERVIEW

The Water Division, a major component of the Whittier Utility Authority (WUA), provides nearly 2.5 billion gallons of water each year to residents and businesses in the City of Whittier. Operated by the WUA within the department of Public Works, the Water Division performs over 1,500 water quality tests each year. Additionally, the Water Division is responsible for the maintenance of the water system to ensure it remains contaminate free, with consistent water pressure and adequate fire flow to ensure protection of life and property. The water system includes seven production wells, nine booster stations and twelve reservoirs, all operated and maintained by City personnel. In addition, the Water Division is contracted to operate the Central Basin Quality Protection Program (CBWQPP). The CBWQPP chlorinates and pumps approximately 4 million gallons of water per day. These facilities provide drinking water (as needed by each City) to the City of Whittier, Santa Fe Springs, and City of Pico Rivera with quality drinking water for the future, while protecting the valuable water resources of our neighboring communities.

KEY GOALS

- Provide a continuous supply of high quality water that meets all state and federal regulations
- Operate the CBWQPP for Central Basin and coordinate operations with the cities of Pico Rivera and Santa Fe Springs
- Maintain all valves in the water system ensuring proper function
- Inspect or monitor water meters to ensure accurate consumption measurement
- Provide water, if available, to the cities of Pico Rivera and Santa Fe Springs
- Collaborate with Central Basin Municipal Water District to supply reclaimed water to large customers
- Calibrate the operation of production and distribution systems to maximize efficiency in water delivery to customers through field-testing and computer modeling
- Update the Water Master Plan to incorporate the new Marshall R. Bowen Pumping Plant (formerly Pumping Plant 2) to prioritize water improvement projects and have a long-range plan for the water system
- Replace damaged water transmission main valves and undersized water distribution mains
- Minimize water loss by early detection and repair of leaks
- Complete security system improvements at all critical water facilities
- Collaborate with Environmental Protection Agency (EPA) and Department of Toxic Substances Control (DTSC) to mitigate water quality in Main Basin and negotiate the terms and conditions for resumption of Whittier Narrows Operative Unit (WNOU)

PERFORMANCE MEASURES

Measure	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Projected
Water customers (# of service connections)	11,352	11,352	11,352	11,353
Average daily water production (gal)	7,814,490	7,191,175	6,000,508	6,300,500
Maximum plant capacity per day (gal)	19,400,000	19,400,000	25,200,000	25,200,000

City of Whittier

Water Fund (420)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 2,163,419	\$ 2,309,868	\$ 2,846,789	\$ 2,632,680	\$ 3,020,256
Maintenance and Operations	6,975,137	7,012,929	6,658,307	6,627,954	4,889,269
Capital Outlay	2,979,545	3,823,055	5,004,100	4,816,038	5,755,000
Total Expenditures	12,118,101	13,145,852	14,509,196	14,076,672	13,664,525
Transfers-Out	1,520,273	1,414,757	1,390,040	1,716,614	1,404,195
Total Expenditures and Transfers-Out	\$ <u>13,638,374</u>	\$ <u>14,560,609</u>	\$ <u>15,899,236</u>	\$ <u>15,793,286</u>	\$ <u>15,068,720</u>
Expenditures and Transfers-Out By Funding Source					
Water Fund	13,638,374	14,560,609	15,899,236	15,793,286	15,068,720
Total Expenditures and Transfers-Out	\$ <u>13,638,374</u>	\$ <u>14,560,609</u>	\$ <u>15,899,236</u>	\$ <u>15,793,286</u>	\$ <u>15,068,720</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 1,398,773	\$ 1,448,253	\$ 1,957,556	\$ 1,786,231	\$ 1,936,330
Employee Benefits	764,646	861,615	889,233	846,449	1,083,926
Total Employee Services	2,163,419	2,309,868	2,846,789	2,632,680	3,020,256
Dues, Memberships, License and Publications	17,673	237,373	31,862	31,862	31,862
Rentals	934,629	934,629	936,629	936,629	936,629
Taxes and Assessments	1,343,712	1,031,322	417,410	417,410	417,410
Insurance	408,911	443,999	462,510	462,510	485,603
Professional Services	257,247	274,746	252,140	252,140	252,140
Utilities	978,581	969,407	1,192,324	1,161,865	1,159,524
Miscellaneous Services	1,934	1,234	22,706	22,706	37,706
Repairs and Maintenance	286,511	368,198	618,789	618,789	618,789
Materials and Supplies	140,139	142,680	145,226	145,332	162,319
City Charges	504,048	509,992	514,151	514,151	520,313
Mobile Equipment Rental	201,784	187,662	149,960	149,960	186,174
Other	14,968	26,687	29,600	29,600	30,800
Total Maintenance and Operations	5,090,137	5,127,929	4,773,307	4,742,954	4,839,269
Capital Outlay	467,471	206,664	4,940,000	2,237,967	5,350,000
Transfers-Out	388,596	428,976	1,214,990	1,214,990	1,237,145
Total Operating Expenditures/Transfers	8,109,623	8,073,437	13,775,086	10,828,591	14,446,670
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	1,885,000	1,885,000	1,885,000	1,885,000	50,000
Capital Outlay	2,512,074	3,616,391	64,100	2,578,071	405,000
Transfers-Out	1,131,677	985,781	175,050	501,624	167,050
Total Non-Operating Expenditures/Transfers	5,528,751	6,487,172	2,124,150	4,964,695	622,050
Total Expenditures and Transfers-Out	\$ <u>13,638,374</u>	\$ <u>14,560,609</u>	\$ <u>15,899,236</u>	\$ <u>15,793,286</u>	\$ <u>15,068,720</u>
Full Time Positions					
	22.0	22.0	24.0	24.0	24.0
Part Time Positions (Full Time Equivalent)					
	2.7	2.7	2.7	2.7	2.7
Total	<u>24.7</u>	<u>24.7</u>	<u>26.7</u>	<u>26.7</u>	<u>26.7</u>

City of Whittier

Solid Waste Collection

OVERVIEW

The Solid Waste Collection program, a component of the Whittier Utility Authority, is operated under the direction of the City's Public Works Department. As of July 1, 2016 the City no longer provides solid waste collection service by City employees. The City is now serviced by two private refuse collection haulers under exclusive agreements. Athens Services provides solid waste collection and recycling services to the western half of the City and Republic Services provides service to the eastern half of the City.

KEY GOALS

- Insure private haulers provide reliable solid waste collection and recycling services
- Monitor utility billing to accurately reflect service levels provided
- Continue alley rehabilitation program to increase aesthetics, repair pavement and reduce the potential for illegal dumping
- Continue to comply with National Pollutant Discharge Elimination System (NPDES) permit program



Before



After



Athens Services Automated Truck



Republic Services Front Loader Truck

PERFORMANCE MEASURES

	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17
Measure	Actual	Actual	Actual	Projected
Bins repaired or replaced	23	19	0	0
Commercial customers/total	652	652	640	0

City of Whittier

Solid Waste Collection (430-30-352-851)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 1,525,184	\$ 1,511,533	\$ 1,881,569	\$ 1,881,569	\$ 383,488
Maintenance and Operations	3,514,356	3,522,315	3,952,218	3,952,218	1,141,943
Capital Outlay	15,201	5,366	50,000	50,000	50,000
Total Expenditures	<u>5,054,741</u>	<u>5,039,214</u>	<u>5,883,787</u>	<u>5,883,787</u>	<u>1,575,431</u>
Transfers-Out	131,500	126,500	106,500	106,500	81,500
Total Expenditures and Transfers-Out	<u>\$ 5,186,241</u>	<u>\$ 5,165,714</u>	<u>\$ 5,990,287</u>	<u>\$ 5,990,287</u>	<u>\$ 1,656,931</u>
Expenditures and Transfers-Out By Funding Source					
Solid Waste Collection Fund	5,186,241	5,165,714	5,990,287	5,990,287	1,656,931
Total Expenditures and Transfers-Out	<u>\$ 5,186,241</u>	<u>\$ 5,165,714</u>	<u>\$ 5,990,287</u>	<u>\$ 5,990,287</u>	<u>\$ 1,656,931</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 1,137,699	\$ 1,104,531	\$ 1,397,987	\$ 1,397,987	\$ 380,729
Employee Benefits	387,485	407,002	483,582	483,582	2,759
Total Employee Services	<u>1,525,184</u>	<u>1,511,533</u>	<u>1,881,569</u>	<u>1,881,569</u>	<u>383,488</u>
Dues, Memberships, License and Publications	1,532	4,623	6,171	6,171	4,800
Rentals	843,228	843,228	843,228	843,228	17,019
Taxes and Assessments	1,093	1,013	4,050	4,050	1,100
Insurance	68,496	63,257	67,300	67,300	45,955
Professional Services	25,154	65,523	228,300	228,300	66,800
Utilities	1,136,423	1,169,598	1,299,263	1,299,263	5,650
Miscellaneous Services	35,067	35,319	96,500	96,500	20,250
Repairs and Maintenance	287,341	225,422	364,412	364,412	252,062
Materials and Supplies	16,181	19,913	20,365	20,365	1,750
City Charges	201,865	204,085	205,514	205,514	209,624
Mobile Equipment Rental	890,361	889,462	801,915	801,915	516,033
Other *	7,615	872	15,200	15,200	900
Total Maintenance and Operations	<u>3,514,356</u>	<u>3,522,315</u>	<u>3,952,218</u>	<u>3,952,218</u>	<u>1,141,943</u>
Capital Outlay	15,201	5,366	50,000	50,000	50,000
Transfers-Out	<u>25,000</u>	<u>45,000</u>	<u>25,000</u>	<u>25,000</u>	<u>-</u>
Total Operating Expenditures/Transfers	<u>5,079,741</u>	<u>5,084,214</u>	<u>5,908,787</u>	<u>5,908,787</u>	<u>1,575,431</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	<u>106,500</u>	<u>81,500</u>	<u>81,500</u>	<u>81,500</u>	<u>81,500</u>
Total Non-Operating Expenditures/Transfers	<u>106,500</u>	<u>81,500</u>	<u>81,500</u>	<u>81,500</u>	<u>81,500</u>
Total Expenditures and Transfers-Out	<u>\$ 5,186,241</u>	<u>\$ 5,165,714</u>	<u>\$ 5,990,287</u>	<u>\$ 5,990,287</u>	<u>\$ 1,656,931</u>
Full Time Positions					
	22.0	22.0	22.0	22.0	6.0
Part Time Positions (Full Time Equivalent)					
	1.3	1.3	1.4	1.4	0.0
Total	<u>23.3</u>	<u>23.3</u>	<u>23.4</u>	<u>23.4</u>	<u>6.0</u>

City of Whittier

Solid Waste Reduction

OVERVIEW

The Solid Waste Source Reduction and Recycling Program responsible for compliance with AB 939, the California Integrated Waste Management Act of 1989 was eliminated from the Fiscal Year 2016-17 budget. Most of the programs outlined in the City's Source Reduction and Recycling Element of the County Integrated Waste Management Plan are included in the Interim Solid Waste and Recycling Agreements with Athens Services and Republic Services. These programs utilize several approaches such as solid waste source reduction, recycling and public education to maintain a 50% reduction in the amount of solid waste disposed in landfills. A commercial recycling plan has been implemented in response to the passage of AB 341 as required by CalRecycle.

KEY GOALS

- Continue the automated co-mingled curbside and greenwaste recycling program
- Maintain a 50% reduction in the amount of solid waste disposed of in landfills
- Continuously promote and encourage public efforts regarding recycling, household hazardous waste disposal, used oil recycling and backyard composting
- Encourage more commercial recycling through public awareness and education and establish or reinforce successful programs or campaigns



Used oil container



Educational Outreach

PERFORMANCE MEASURES

Measure	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Projected
Amount recycled (tons)	26,426	29,093	25,481	30,000
Used Motor Oil Recycled (gal)	8,226	8,005	12,194	12,000

City of Whittier

Solid Waste Reduction (430-30-352-852)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 11,532	\$ 11,648	\$ 26,330	\$ 26,330	\$ -
Maintenance and Operations	635,673	697,653	642,907	642,907	-
Capital Outlay	-	-	-	-	-
Total Expenditures	<u>647,205</u>	<u>709,301</u>	<u>669,237</u>	<u>669,237</u>	<u>-</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 647,205</u>	<u>\$ 709,301</u>	<u>\$ 669,237</u>	<u>\$ 669,237</u>	<u>\$ -</u>
Expenditures and Transfers-Out By Funding Source					
Solid Waste Collection Fund	647,205	709,301	669,237	669,237	-
Total Expenditures and Transfers-Out	<u>\$ 647,205</u>	<u>\$ 709,301</u>	<u>\$ 669,237</u>	<u>\$ 669,237</u>	<u>\$ -</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	11,532	11,648	26,330	26,330	-
Total Employee Services	<u>11,532</u>	<u>11,648</u>	<u>26,330</u>	<u>26,330</u>	<u>-</u>
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	-	-	-	-	-
Utilities	634,280	697,178	629,882	629,882	-
Miscellaneous Services	1,353	475	13,000	13,000	-
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	-	-	-	-	-
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	40	-	25	25	-
Total Maintenance and Operations	<u>635,673</u>	<u>697,653</u>	<u>642,907</u>	<u>642,907</u>	<u>-</u>
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>647,205</u>	<u>709,301</u>	<u>669,237</u>	<u>669,237</u>	<u>-</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 647,205</u>	<u>\$ 709,301</u>	<u>\$ 669,237</u>	<u>\$ 669,237</u>	<u>\$ -</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>

City of Whittier

Solid Waste Street Sweeping

OVERVIEW

The Street Cleaning Program under the Public Works Department is responsible for the sweeping, cleaning and disposal of leaves, litter and debris from Whittier roadways, streets, freeway frontages, alleys, business districts and bus stops.

Street sweeping is conducted regularly to prevent standing water which promotes the growth of algae and increases the presence of flies, mosquitoes and other pests. Street sweeping also eliminates unpleasant or offensive odors.



Whittier Boulevard, a state-owned highway, is part of the City's sweeping route. The City is reimbursed from CALTRANS for sweeping expenses based on the actual cost per mile for the previous year.

Streets within the City are swept bi-weekly, except for the Uptown Maintenance District area, which is swept four times a week. The street maintenance crew operates two (2) vacuum-type street sweepers on a regular basis. An additional street sweeper is available for emergency purposes or in case one of the regular sweepers is in for service or repairs.

For the fiscal year 2016-17, street sweeping was moved to the General Fund (100-30-321-802) as a result of interim agreement to franchise solid waste collection services to trash haulers effective July 1, 2016.



KEY GOALS

- Provide for the continued maintenance of City roadways in order to maintain a safe environment for City residents
- Reduce leaves, trash and debris from entering the storm drain system as mandated by the National Pollutant Discharge Elimination System (NPDES) permit program

City of Whittier

Solid Waste Street Sweeping (430-30-352-853)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 146,364	\$ 144,175	\$ 165,719	\$ 165,719	\$ -
Maintenance and Operations	238,817	268,321	288,205	288,205	-
Capital Outlay	131,225	-	-	-	-
Total Expenditures	<u>516,406</u>	<u>412,496</u>	<u>453,924</u>	<u>453,924</u>	<u>-</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 516,406</u>	<u>\$ 412,496</u>	<u>\$ 453,924</u>	<u>\$ 453,924</u>	<u>\$ -</u>
Expenditures and Transfers-Out By Funding Source					
Solid Waste Collection Fund	516,406	412,496	453,924	453,924	-
Total Expenditures and Transfers-Out	<u>\$ 516,406</u>	<u>\$ 412,496</u>	<u>\$ 453,924</u>	<u>\$ 453,924</u>	<u>\$ -</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 114,762	\$ 118,031	\$ 126,622	\$ 126,622	\$ -
Employee Benefits	31,602	26,144	39,097	39,097	-
Total Employee Services	<u>146,364</u>	<u>144,175</u>	<u>165,719</u>	<u>165,719</u>	<u>-</u>
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	6,393	4,812	5,310	5,310	-
Professional Services	-	-	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	1,000	1,000	-
Materials and Supplies	6,980	7,643	7,000	7,000	-
City Charges	-	-	-	-	-
Mobile Equipment Rental	225,444	255,866	274,895	274,895	-
Other	-	-	-	-	-
Total Maintenance and Operations	<u>238,817</u>	<u>268,321</u>	<u>288,205</u>	<u>288,205</u>	<u>-</u>
Capital Outlay	131,225	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>516,406</u>	<u>412,496</u>	<u>453,924</u>	<u>453,924</u>	<u>-</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 516,406</u>	<u>\$ 412,496</u>	<u>\$ 453,924</u>	<u>\$ 453,924</u>	<u>\$ -</u>
Full Time Positions					
	2.0	2.0	2.0	2.0	0.0
Part Time Positions (Full Time Equivalent)					
	0.0	0.0	0.0	0.0	0.0
Total	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<u>0.0</u>

City of Whittier

Solid and Toxic Waste Disposal

OVERVIEW

The Solid Waste Disposal Program, a component of the Whittier Utility Authority, is operated under the direction of the City's Public Works Department. Solid Waste Disposal is responsible for maintaining Savage Canyon Landfill, owned and operated by the Whittier Utility Authority. To ensure continued environmental compliance, the landfill maintains gas control and ground water monitoring systems. The 132-acre landfill is permitted to receive 350 tons of waste per day and is projected to close in 2048.

The Toxic Waste Disposal Program is responsible for the disposal of hazardous wastes illegally abandoned in the public right-of-way. It also assists City departments with the disposal of any hazardous waste generated through normal operations. Employees receive the State-mandated "Right-To-Know" hazardous materials training through this program. The Public Works Department Solid Waste Division is responsible for this program. The program was previously funded by the General Fund; however, the Solid Waste Collection Division assumed financial responsibility in Fiscal Year 2009-10.

KEY GOALS

- Maintain environmental compliance with all applicable state and federal laws
- Implement the Canyon Liner projects in phases
- Expand the gas system to capture all methane gas as required by law
- Maintain optimum drainage, prevent erosion and maintain the landfill's general appearance
- Provide required training to employees on the proper handling of hazardous materials and waste
- Provide for the disposal of hazardous waste to assure the health and safety of employees and the public
- Timely response and removal of illegally abandoned hazardous waste in public right-of-way



Hazardous Containment Area



City Collected Materials Awaiting Removal By Authorized Contractor

PERFORMANCE MEASURES

Measure	FY 2013-14 Actual	FY 2014-15 Actual	FY 2015-16 Actual	FY 2016-17 Projected
Permitted limit tons per day	350	350	350	350
Average Collection per day	296.68	292.24	291.87	335

City of Whittier

Solid Waste Disposal (440-30-353-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 799,204	\$ 791,160	\$ 847,138	\$ 847,138	\$ 842,614
Maintenance and Operations	1,669,180	1,749,228	2,290,230	3,145,230	4,358,952
Capital Outlay	188,540	97,667	855,000	-	-
Total Expenditures	2,656,924	2,638,055	3,992,368	3,992,368	5,201,566
Transfers-Out	406,861	484,345	302,000	636,000	302,000
Total Expenditures and Transfers-Out	\$ <u>3,063,785</u>	\$ <u>3,122,400</u>	\$ <u>4,294,368</u>	\$ <u>4,628,368</u>	\$ <u>5,503,566</u>
Expenditures and Transfers-Out By Funding Source					
Solid Waste Disposal Fund	3,063,785	3,122,400	4,294,368	4,628,368	5,503,566
Total Expenditures and Transfers-Out	\$ <u>3,063,785</u>	\$ <u>3,122,400</u>	\$ <u>4,294,368</u>	\$ <u>4,628,368</u>	\$ <u>5,503,566</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 452,111	\$ 440,631	\$ 458,489	\$ 458,489	\$ 465,508
Employee Benefits	347,093	350,529	388,649	388,649	377,106
Total Employee Services	799,204	791,160	847,138	847,138	842,614
Dues, Memberships, License and Publications	1,148	918	1,167	1,167	1,167
Rentals	221,198	194,224	204,513	204,513	204,513
Taxes and Assessments	301,794	321,910	279,025	279,025	279,025
Insurance	45,042	42,521	41,297	41,297	34,495
Professional Services	41,047	66,253	172,580	172,580	172,580
Utilities	56,000	69,382	72,959	72,959	72,959
Miscellaneous Services	2,410	3,155	23,000	23,000	23,000
Repairs and Maintenance	95,849	97,449	157,243	157,243	157,243
Materials and Supplies	83,420	87,258	154,691	154,691	172,418
City Charges	254,516	257,316	259,117	259,117	264,299
Mobile Equipment Rental	564,663	608,827	921,688	921,688	914,303
Other *	2,093	15	2,950	2,950	2,950
Total Maintenance and Operations	1,669,180	1,749,228	2,290,230	2,290,230	2,298,952
Capital Outlay	1,860	-	-	-	-
Transfers-Out	272,000	312,000	302,000	302,000	302,000
Total Operating Expenditures/Transfers	2,742,244	2,852,388	3,439,368	3,439,368	3,443,566
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	855,000	2,060,000
Capital Outlay	186,680	97,667	855,000	-	-
Transfers-Out	134,861	172,345	-	334,000	-
Total Non-Operating Expenditures/Transfers	321,541	270,012	855,000	1,189,000	2,060,000
Total Expenditures and Transfers-Out	\$ <u>3,063,785</u>	\$ <u>3,122,400</u>	\$ <u>4,294,368</u>	\$ <u>4,628,368</u>	\$ <u>5,503,566</u>
Full Time Positions	7.0	7.0	7.0	7.0	7.0
Part Time Positions (Full Time Equivalent)	1.0	1.0	1.0	1.0	1.0
Total	<u>8.0</u>	<u>8.0</u>	<u>8.0</u>	<u>8.0</u>	<u>8.0</u>

City of Whittier

Water Facilities Replacement

OVERVIEW

The Water Facilities Replacement Fund was created by the City Council during FY 1990-91. This fund is used to account for 3% of the water rate increase in FY's 1990-91 and 1991-92 or a composite rate of 4.9% of water sales. The fund was used to rehabilitate existing components of the City's water system and insuring that the future needs of the water system will be met.

The last Water Master Plan (WMP) was completed and adopted by the Whittier Utility Authority in FY 2007-08. With the completion of the new Pumping Plant, a new Water Master Plan update is underway to analyze the changed hydraulics of the Water System. The revised WMP will assist Water Division staff in determining water system improvement projects in systematic manner. Over \$6 million is budgeted for replacement of aging infrastructure for FY 2016-2017.

KEY GOALS

- Rehabilitate the water distribution lines, reservoirs and water production facilities
- Monitor and plan for future water treatment when it becomes necessary

City of Whittier

Water Facilities Replacement (450-30-341-000)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<i>SUMMARY</i>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Total Expenditures	-	-	-	-	-
Transfers-Out	-	1,945,892	1,945,892	-	3,380,107
Total Expenditures and Transfers-Out	\$ -	\$ 1,945,892	\$ 1,945,892	\$ -	\$ 3,380,107
Expenditures and Transfers-Out By Funding Source					
Water Facilities Replacement Fund	-	1,945,892	1,945,892	-	3,380,107
Total Expenditures and Transfers-Out	\$ -	\$ 1,945,892	\$ 1,945,892	\$ -	\$ 3,380,107
<i>DETAIL</i>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	-	-	-
Total Employee Services	-	-	-	-	-
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	-	-	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	-	-	-	-	-
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	1,945,892	1,945,892	-	3,380,107
Total Operating Expenditures/Transfers	-	1,945,892	1,945,892	-	3,380,107
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	-	-	-	-	-
Total Expenditures and Transfers-Out	\$ -	\$ 1,945,892	\$ 1,945,892	\$ -	\$ 3,380,107
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	0.0	0.0	0.0	0.0	0.0

City of Whittier

Water Bond

OVERVIEW

The Water Bond Fund was established to account for bond proceeds to be used for funding capital improvement projects approved in the 1987 and the 1995-96 updates to the Water Master Plan. These are needed to improve safety, reliability and provide for the future needs of the City's water system. The Bonds were refunded in 1993 and again in 2003 and will mature on June 1, 2033. Another bond was issued in 2009. Water system capital projects are the responsibility of the Water Division of the Public Works Department. As of June 30, 2016, the outstanding principal amount of the Series 2009A Bonds is \$7,915,000.

On November 8, 2012, the City of Whittier's Utility Authority issued a non-taxable Water Revenue Bonds, Series 2012 for \$10,085,000 payable through 2033. The principal of the Bonds is payable through June 1, 2033, and interest rates vary from 2% to 5%. The Water Revenue Bonds Series 2012, were issued to finance various improvements to the City's water production, storage and distribution enterprise, refund the Authority's outstanding Water Revenue Bonds, 2003 Series A, and pay the costs of issuance of the Bonds.

As of June 30, 2016, the outstanding principal amount of the Series 2012 Bonds is \$8,600,000.

KEY GOALS

- Fund capital improvement projects that will increase safety and improve water quality and reliability of the water system. Examples include new pumping plant that replaced an over 80-year pumping plant, water main replacement, water valves replacement, water wells rehabilitation, water reservoirs replacement and installation of water sampling stations to monitor water quality

City of Whittier

Water Bond (470-30-341-848, 849)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance and Operations	627,212	679,161	1,350,212	1,350,262	1,353,512
Capital Outlay	95,157	7,518,876	-	1,402,050	-
Total Expenditures	722,369	8,198,037	1,350,212	2,752,312	1,353,512
Transfers-Out	1,172,758	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 1,895,127</u>	<u>\$ 8,198,037</u>	<u>\$ 1,350,212</u>	<u>\$ 2,752,312</u>	<u>\$ 1,353,512</u>
Expenditures and Transfers-Out By Funding Source					
Water Bond Fund	1,895,127	8,198,037	1,350,212	2,752,312	1,353,512
Total Expenditures and Transfers-Out	<u>\$ 1,895,127</u>	<u>\$ 8,198,037</u>	<u>\$ 1,350,212</u>	<u>\$ 2,752,312</u>	<u>\$ 1,353,512</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	-	-	-
Total Employee Services	-	-	-	-	-
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	3,500	4,463	4,000	4,050	4,100
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	-	-	-	-	-
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other *	-	-	-	-	-
Total Maintenance and Operations	3,500	4,463	4,000	4,050	4,100
Capital Outlay	-	-	-	-	-
Transfers-Out	1,172,758	-	-	-	-
Total Operating Expenditures/Transfers	<u>1,176,258</u>	<u>4,463</u>	<u>4,000</u>	<u>4,050</u>	<u>4,100</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	623,712	674,698	1,346,212	1,346,212	1,349,412
Capital Outlay	95,157	7,518,876	-	1,402,050	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>718,869</u>	<u>8,193,574</u>	<u>1,346,212</u>	<u>2,748,262</u>	<u>1,349,412</u>
Total Expenditures and Transfers-Out	<u>\$ 1,895,127</u>	<u>\$ 8,198,037</u>	<u>\$ 1,350,212</u>	<u>\$ 2,752,312</u>	<u>\$ 1,353,512</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>

City of Whittier

Solid Waste Bond

OVERVIEW

The Solid Waste Bond program is intended to fund several capital improvement projects in connection with the City's Solid Waste Program. The Solid Waste bond matured on August 1, 2014. Solid waste management related capital projects are the responsibility of the Solid Waste Division of Public Works.

As of June 30, 2016, the Solid Waste Revenue Bonds, 1993 Series A was fully paid off.

KEY GOALS

- Maintain a high quality, cost effective solid waste program by funding needed capital improvements

City of Whittier

Solid Waste Bond (480-30-351-861)

	2013-14 <u>Actual</u>	2014-15 <u>Actual</u>	2015-16 <u>Budget</u>	2015-16 <u>Projected</u>	2016-17 <u>Adopted</u>
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance and Operations	451,810	447,993	-	-	-
Capital Outlay	-	-	-	-	-
Total Expenditures	<u>451,810</u>	<u>447,993</u>	-	-	-
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 451,810</u>	<u>\$ 447,993</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Expenditures and Transfers-Out By Funding Source					
Solid Waste Bond Fund	<u>451,810</u>	<u>447,993</u>	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 451,810</u>	<u>\$ 447,993</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	-	-	-
Total Employee Services	-	-	-	-	-
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	6,010	1,000	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	-	-	-	-	-
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	*	-	-	-	-
Total Maintenance and Operations	<u>6,010</u>	<u>1,000</u>	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>6,010</u>	<u>1,000</u>	-	-	-
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	445,800	446,993	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>445,800</u>	<u>446,993</u>	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 451,810</u>	<u>\$ 447,993</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	0.0	0.0	0.0	0.0	0.0
Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>



City of Whittier

Whittier Housing Authority



People, Pride, Progress

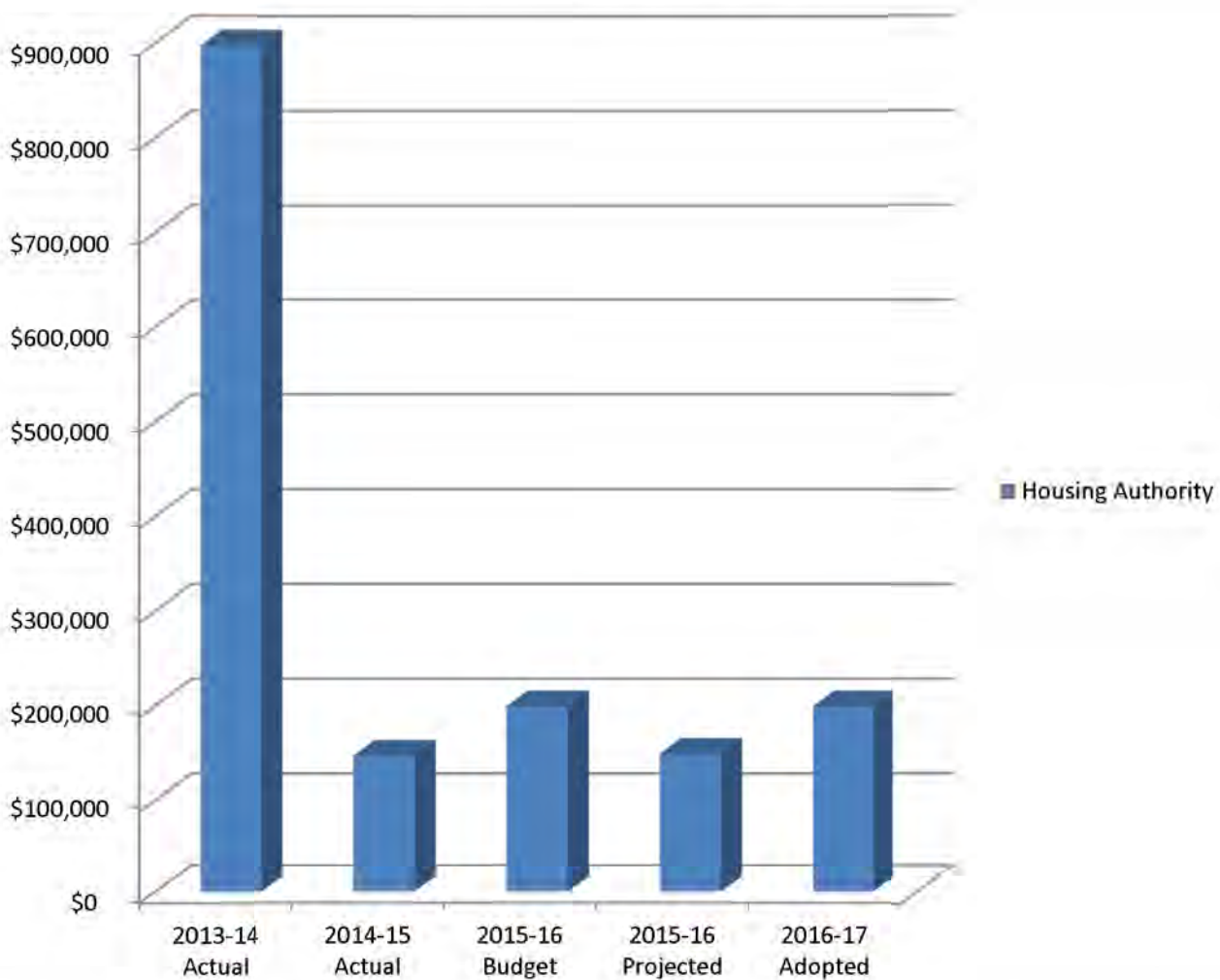
*Adopted Budget for
Fiscal Year 2016-17*

City of Whittier

Whittier Housing Authority

Division/Cost Center	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
Housing Authority	\$ 898,012	\$ 147,787	\$ 200,000	\$ 150,000	\$ 200,000

Housing Authority



NOTE: Due to the dissolution and uncertainty of California redevelopment agencies, no budget was adopted for the Housing Authority for Fiscal Year 2013-14.

City of Whittier

Housing Authority

OVERVIEW

The Whittier Housing Authority was reactivated in response to the dissolution of California redevelopment agencies, which were eliminated in 2012 due to the passage of AB26. Prior to the loss of redevelopment, 20% of all redevelopment tax increment revenue was mandated to support low and moderate income housing programs. Unfortunately, the legislation that eliminated redevelopment failed to provide funding source for future low and moderate housing needs of the community.

This Housing Authority is responsible to manage the remaining housing assets of the former redevelopment agencies, including bond funds, notes receivable, and real property. It will ultimately be the responsibility of the Whittier Housing Authority to utilize these assets in a fiscally prudent manner to generate the greatest benefit for the community's low and moderate income population. One project sponsored by the Housing Authority, called Guilford Court, is currently underway. Color elevations of the project are shown below.

KEY GOALS

- Improve and increase the supply of affordable housing for low and moderate income families in Whittier
- Liquidate available parcels to generate addition financing opportunities for future affordable housing activities within the City



Penn Street Elevation

Note: Artist's illustration; please refer to color boards for final colors.



Comstock Street Elevation

Note: Artist's illustration; please refer to color boards for final colors.

City of Whittier

Whittier Housing Authority (912-18-184-21X)

	2013-14 Actual	2014-15 Actual	2015-16 Budget	2015-16 Projected	2016-17 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance and Operations	898,012	97,787	150,000	150,000	150,000
Capital Outlay	-	-	-	-	-
Total Expenditures	<u>898,012</u>	<u>97,787</u>	<u>150,000</u>	<u>150,000</u>	<u>150,000</u>
Transfers-Out	-	50,000	50,000	-	50,000
Total Expenditures and Transfers-Out	<u>\$ 898,012</u>	<u>\$ 147,787</u>	<u>\$ 200,000</u>	<u>\$ 150,000</u>	<u>\$ 200,000</u>
Expenditures and Transfers-Out By Source					
General Fund	898,012	147,787	200,000	150,000	200,000
Total Expenditures and Transfers-Out	<u>\$ 898,012</u>	<u>\$ 147,787</u>	<u>\$ 200,000</u>	<u>\$ 150,000</u>	<u>\$ 200,000</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	-	-	-
Total Employee Services	-	-	-	-	-
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	34,529	34,835	63,000	63,000	63,000
Utilities	-	-	-	-	-
Miscellaneous Services	-	626	14,000	14,000	14,000
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	-	-	1,600	1,600	1,600
City Charges	-	62,326	71,400	71,400	71,400
Mobile Equipment Rental	-	-	-	-	-
Other	863,483	-	-	-	-
Total Maintenance and Operations	<u>898,012</u>	<u>97,787</u>	<u>150,000</u>	<u>150,000</u>	<u>150,000</u>
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>898,012</u>	<u>97,787</u>	<u>150,000</u>	<u>150,000</u>	<u>150,000</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	50,000	50,000	-	50,000
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>50,000</u>	<u>50,000</u>	<u>-</u>	<u>50,000</u>
Total Expenditures and Transfers-Out	<u>\$ 898,012</u>	<u>\$ 147,787</u>	<u>\$ 200,000</u>	<u>\$ 150,000</u>	<u>\$ 200,000</u>
Full Time Positions	0.0	0.0	0.0	0.0	0.0
Part Time Positions (Full Time Equivalent)	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>
Total	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>



City of Whittier

Five-Year Capital Improvement Program



People, Pride, Progress

*Adopted Budget for
Fiscal Year 2016-17*

City of Whittier

Five-Year Capital Improvement Program

OVERVIEW

The Capital Improvement Program provides a comprehensive plan for acquisition and replacement of major capital outlay items and for the construction, repair and maintenance of City facilities and infrastructure such as streets, sewers, water service, storm drains, traffic systems, parks and other City facilities. Infrastructure maintenance is a key component in the continued economic vitality of the City of Whittier

The Five-Year Capital Improvement Summary includes all major capital improvements with budgets in excess of \$25,000. Typically, larger projects are funded and completed over several fiscal years. The total amount represents the full cost and/or funding requirements for project completion within the 5-year period.



City of Whittier

Five-Year Capital Improvement Summary

Fund/Department Project Title	Estimated Carryover Appropriations 6/30/2016	Adopted Budget 2016-17	Future Funding			
			Estimated 2017-18	Estimated 2018-19	Estimated 2019-20	Estimated 2020-21
<u>GENERAL FUND (100)</u>						
Operating CIP						
Public Information 100-12-122-000						
• Cable Equipment	16,193	232,000	10,000	10,000	10,000	10,000
City Clerk 100-15-151-000						
Operating CIP						
• Microfilm Camera / Scanner	0	2,500	2,500	2,500	2,500	2,500
City Clerk 770-15-982-915						
• Central Phone System	210,306	50,000	100,000	100,000	100,000	100,000
<u>INFORMATION TECHNOLOGY (715)</u>						
Operating CIP						
Information Technology 715-15-151-000						
• Email Archiving Maint (Software/Hardware)	57,075	6,600	0	0	0	0
• Computer Replacements	20,561	50,000	173,000	173,000	173,000	173,000
• Network Replacement	75,976	25,000	74,025	74,025	74,025	74,025
• Software Licensing	0	75,109	77,509	77,509	77,509	77,509
• Police Facility - Tech Maintenance & Replacement	110,000	10,000	60,000	60,000	60,000	60,000
• Tape Back-Up System	7,000	7,000	8,000	8,000	8,000	8,000
• SAN Replacement	76,254	60,000	100,000	100,000	100,000	100,000
• Municipal Wireless Network	10,500	3,500	10,500	10,500	10,500	10,500
Non-Operating CIP						
Information Technology 715-15-151-000						
• GIS Map Layers	33,304	22,000	22,000	22,000	22,000	22,000
• Online Permits	100,000	300,000	100,000	100,000	100,000	100,000
Non-Operating CIP						
Community Development 100-18-161-000						
• Planning - General Plan Update	0	200,000	200,000	0	0	0
• Planning - Non-Residential Property Survey	31,793	0	0	0	0	0
<u>CAPITAL OUTLAY (635)</u>						
Non-Operating CIP						
Library 635-21-981-921						
• Self Check-out Equipment Purchase	49,546	0	0	0	0	0
• Branch Library Remodel	150,237	0	0	0	0	0

City of Whittier

Five-Year Capital Improvement Summary

Fund/Department Project Title	Estimated Carryover Appropriations 6/30/2016	Adopted Budget 2016-17	Future Funding			
			Estimated 2017-18	Estimated 2018-19	Estimated 2019-20	Estimated 2020-21
<u>EQUIPMENT REPLACEMENT (770)</u>						
Operating CIP						
Library 770-21-982-921						
Non-Operating CIP						
• Computers	26,400	13,200	0	0	0	0
<u>GENERAL FUND (100) - Parks</u>						
Operating CIP						
Parks 100-22-221-000						
• Park Fence Maintenance	3,000	29,000	29,000	29,000	29,000	29,000
• Mar Vista Fountain	0	0	25,000	0	0	0
Non-Operating CIP						
Park Median 100-22-224-000						
• Whittier Blvd Medians	0	60,000	0	0	0	0
Parks 635-22-981-922						
• Sport LT Lamp Replacement	12,000	12,000	12,000	12,000	12,000	12,000
• Picnic Tables	4,668	10,000	10,000	10,000	10,000	10,000
• ADA Transition Plan	0	0	50,000	50,000	50,000	50,000
• Parking Lot Maintenance	6,000	6,000	12,000	12,000	12,000	12,000
• Palm Park Improvements	183,168	7,700	0	0	0	0
• Kennedy Park Design	25,000	0	0	0	0	0
Non-Operating CIP						
Parks 635-22-981-922						
• Tennis /Handball/Basketball Court Resurfacing	40,000	75,000	40,000	75,000	40,000	75,000
• SMART Irrigation	31,500	0	0	0	0	0
• Playground Signage	6,388	0	0	0	0	0
<u>GENERAL FUND (100) - Community Services</u>						
Non-Operating CIP						
<i>Community Services 100-23-231-000</i>						
• Senior Center Improvements	0	0	115,000	0	0	0
• Palm Park Improvements	0	70,250	0	0	0	0
• Community Center Gym	0	80,000	0	0	0	0
• Community Center Improvements	0	0	8,000	195,000	0	0

City of Whittier

Five-Year Capital Improvement Summary

Fund/Department Project Title	Estimated Carryover Appropriations 6/30/2016	Adopted Budget 2016-17	Future Funding			
			Estimated 2017-18	Estimated 2018-19	Estimated 2019-20	Estimated 2020-21
<u>PROPOSITION A ADMINISTRATION (270)</u>						
Operating CIP						
Prop. A Dial-A-Ride-Capital Outlay 270-23-241-608						
• Dial-A-Ride Van Replacement	50,000	50,000	160,000	195,000	0	0
<u>PROPOSITION C FUND (280)</u>						
Operating CIP						
Prop. C Rec Transit - Capital Outlay 280-23-241-617						
• Van Replacement	195,000	97,500	0	65,000	0	0
Prop. C GWT MGMT-Capital Projects 280-23-241-620						
• GWT Capital Projects Public Works	0	112,300	0	0	0	0
• GWT Capital Projects Parks	0	493,446	0	0	0	0
• Parking Lot Maintenance	0	8,000	8,000	8,000	8,000	8,000
• GWT Signs and Vines match	120,385	62,688	0	0	0	0
<u>MEASURE R 285-23-241-650</u>						
Operating CIP						
• Palm Ave. Concrete Repair	516,024	0	0	0	0	0
• Surface Treatment Program	536,906	0	0	0	0	0
• Beverly Blvd	0	229,599	0	0	0	0
• Surface Treatment Program	0	98,038	0	0	0	0
Non-Operating CIP						
• Norwalk/Whittier Widening	447,708	0	0	0	0	0
• St Gertrudes Avenue	880,000	0	0	0	0	0
<u>GENERAL FUND (100) - Controller's 100-25-251-000</u>						
Operating CIP						
• Information Technology Funding	965,045	0	0	0	0	0
• Sidewalk Repairs	37,447	0	0	0	0	0
Non-Operating CIP						
• Professional/Contract	0	40,000	0	0	0	0
<u>CAPITAL OUTLAY (635)</u>						
Operating CIP						
Controller 635-25-981-925						
• Financial Software Upgrade (GF)	158,900	25,000	25,000	25,000	25,000	25,000

City of Whittier

Five-Year Capital Improvement Summary

Fund/Department Project Title	Estimated Carryover Appropriations 6/30/2016	Adopted Budget 2016-17	Future Funding			
			Estimated 2017-18	Estimated 2018-19	Estimated 2019-20	Estimated 2020-21
<u>EQUIPMENT REPLACEMENT (770)</u>						
• Copier	77,333	45,000	0	0	0	0
• Financial Information System Replacement / Upgrade	332,835	25,000	25,000	25,000	25,000	25,000
<u>STREET PROJECTS</u>						
<u>GAS TAX B - 2106 (265)</u>						
Operating CIP						
Gas Tax-Capital Projects 265-30-331-000						
• Russell Street Overlay	31,634	0	0	0	0	0
• Street Lighting Circuit Conversion Program Other Funding: Traffic Cong. Relief Diesel Fuel Tax (263)	0	208,080	212,242	216,486	220,816	220,816
• Surface Treatment / Cyclic Seal (incl c/o) Other Funding: Traffic Cong. Relief Diesel Fuel Tax (263) Other Funding: Measure R (285-23-241-650)	0 0	608,322 328,038	620,488 228,478	632,898 233,048	645,556 237,709	658,467 242,463
• Street Sign Replacement Program	0	53,060	54,121	55,203	56,307	57,434
• Traffic Signal Controller Replacement Program	0	106,121	108,243	110,408	112,616	114,868
• Street Striping and Marking Program Other Funding: Traffic Cong Relief Diesel Fuel Tax (263)	0 0	26,530 132,651	27,061 135,304	27,602 138,010	28,154 140,770	25,717 143,586
• Traffic Operations	0	15,606	15,918	16,236	16,892	17,230
• Whittier Blvd. Widening and Drainage Improvements (Bio Swale)	286,466	0	1,069,835	0	0	0
• Whittier Greenway Eastern Extension Other Funding: Subventions and Grants (268)	317,088 0	0 0	569,176 5,301,390	0 0	0 0	0 0
<u>SUBVENTIONS & GRANTS (268)</u>						
Operating CIP						
Subventions and Grants 268-30-950-930						
• SB-821 Sidewalks & Wheelchair Ramps	0	55,141	69,764	69,764	69,764	69,764
• HSIP Beverly Blvd. Safety Improve (605 fwy to Norwalk)	844,200	0	0	0	0	0
<u>PROPOSITION C FUND (280)</u>						
Operating CIP						
Prop. C Access- Capital Projects 280-30-241-614						
• Greenway Trail Parking Lot at Mills Ave.	279,576	0	0	0	0	0
<u>MEASURE R 285-30-332-650</u>						
Operating CIP						
• Whittier Greenway Trail Signing & Landscape Beautification	56,262	0	0	0	0	0

City of Whittier

Five-Year Capital Improvement Summary

Fund/Department Project Title	Estimated Carryover Appropriations 6/30/2016	Adopted Budget 2016-17	Future Funding			
			Estimated 2017-18	Estimated 2018-19	Estimated 2019-20	Estimated 2020-21
<u>CAPITAL OUTLAY (635)</u>						
Operating CIP						
Civic Center Maintenance 635-30-981-914						
• Minor Facility Improvements	10,723	10,000	0	0	0	0
• City Hall - Civic Center Improvements	102,662	10,000	0	0	0	0
Non-Operating CIP						
Civic Center Maintenance 635-30-981-914						
• City Hall - Windows	0	0	89,250	0	0	0
• City Hall - Air Conditioning Retrofit	76,021	0	0	0	0	0
Street Maintenance 635-30-981-933						
• LED Signal (incl c/o)	34,324	10,200	0	0	0	0
<u>GENERAL FUND (100) - Streets</u>						
Operating CIP						
Streets - Greenway Trail 100-30-321-805						
• Storm Drainage Upgrades on GWT-Adele to Pioneer	71,525	0	0	0	0	0
• Redwood Headers	6,056	0	0	0	0	0
<u>SEWER FUND (410)</u>						
Operating CIP						
Sewer Maintenance 410-30-342-000						
• Palm Ave. (Beverly Blvd. to Whittier Blvd.)	203,002	1,700,000	0	0	0	0
• Sewer Repair - 6 Year Program	224,000	650,000	710,000	650,000	650,000	650,000
• Sewer Replacement - 30 Year Program	7,271,912	0	0	300,000	1,800,000	1,800,000
• Trenchless Technology Pipe Rehabilitation- Various Locations	0	0	500,000	0	0	0
• Alley west of Newland between Hadley/Wardman	0	800,000	0	0	0	0
• Alley west of Washington between Walnut/Hadley	0	200,000	1,300,000	0	0	0
• Alley west of Comstock between Walnut and Bailey	0	140,000	0	0	0	0
• Alley west of Whittier Blvd between Laurel and Washington	0	100,000	750,000	0	0	0
• Walnut: Painter to Pickering	0	820,000	0	1,380,000	0	0
• Magnolia: Beverly Dr. to Beverly Blvd.	0	0	1,000,000	0	0	0
• Alley W/O Friends: N/O Beverly Blvd. and Penn St.	0	0	0	1,500,000	0	0
• Bailey Street - Pickering Avenue - Painter Ave.	0	0	150,000	0	0	0

City of Whittier

Five-Year Capital Improvement Summary

Fund/Department Project Title	Estimated Carryover Appropriations 6/30/2016	Adopted Budget 2016-17	Future Funding			
			Estimated 2017-18	Estimated 2018-19	Estimated 2019-20	Estimated 2020-21
WATER FUND (420)						
Operating CIP						
Water 420-30-341-931						
• Water Meter Replacement Program	0	100,000	100,000	100,000	100,000	100,000
• Water Main Repair Hadley	78,782	0	0	0	0	0
• CIP Projects per Water Master Plan	0	0	2,985,000	5,175,000	5,175,000	0
• Well Rehab	54,701	100,000	100,000	100,000	100,000	100,000
<i>Water Main Replacement Program</i>						
• Palm Avenue - Beverly to Scenic / Davidson	322,915	0	0	0	0	0
• Landfill - College / Reservoir to Scale House	150,000	800,000	0	0	0	0
• Southwind Dr./Park St to end of Cul-de-sac	506,525	0	0	0	0	0
• Ride Out Booster Station Replacement	0	200,000	1,050,000	0	0	0
• Pumping Plant Discharge Line Leak Repair	0	250,000	1,050,000	0	0	0
• Beverly Blvd between Davidson and Magnolia	0	1,700,000	0	0	0	0
• Emergency Water infrastructures repairs	0	200,000	200,000	200,000	200,000	200,000
• Reservoir Inspections/Cleaning and Repair	0	0	50,000	0	0	0
• SCADA System Telemetry Assessment	0	0	100,000	100,000	0	0
• Palm Ave: Beverly Blvd. to Whittier Blvd.	0	2,300,000	0	0	0	0
• High Pressure Water Main Replacement Phase 3	0	0	400,000	400,000	3,000,000	0
• Bailey Street - Pickering Avenue - Painter Ave	0	0	490,000	0	0	0
Non-Operating CIP						
• City Yard Improvements	8,220	85,000	90,000	120,000	0	0
• CARB Traps	0	0	0	30,000	0	0
• Water Conservation Program	0	0	50,000	50,000	50,000	50,000

City of Whittier

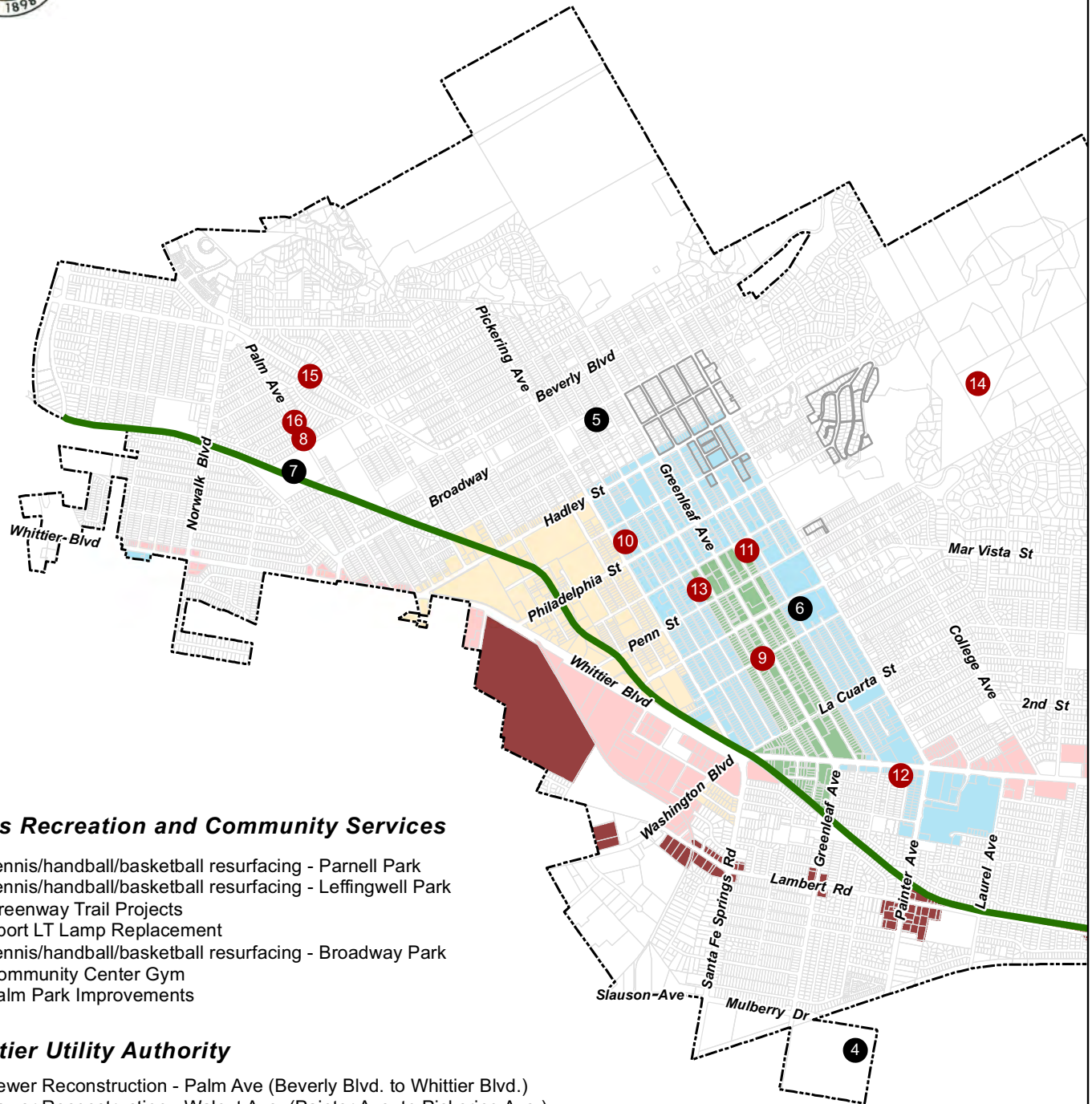
Five-Year Capital Improvement Summary

Fund/Department Project Title	Estimated Carryover Appropriations 6/30/2016	Adopted Budget 2016-17	Future Funding			
			Estimated 2017-18	Estimated 2018-19	Estimated 2019-20	Estimated 2020-21
<u>SOLID WASTE DISPOSAL FUND (440)</u>						
Non-Operating CIP						
Solid Waste - Disposal 440-30-353-000						
• Road Improvements	55,000	60,000	60,000	25,000	25,000	25,000
• Phase III-A Construction	570,294	2,000,000	0	0	0	0
• CARB Traps	0	0	0	180,000	0	0
• Phase III-B Construction	0	0	0	1,500,000	0	0
• Access Road Rehabilitation	0	0	0	0	0	1,500,000
• Landfill Trailer Replacement	0	0	0	0	75,000	0
<u>GENERAL FUND (100)</u>						
Operating CIP						
Police Department 100-40-411-000						
• CAD / RMS Maintenance	182,955	185,542	191,094	202,732	202,732	208,814
• MDC Cellular Data Network	0	35,717	35,717	35,717	35,717	35,717
<u>EQUIPMENT REPLACEMENT (770)</u>						
Operating CIP						
Police Department 770-40-982-940						
• CAD / RMS-Software	104,916	0	0	0	0	0



City of Whittier

Capital Improvements Summary



Parks Recreation and Community Services

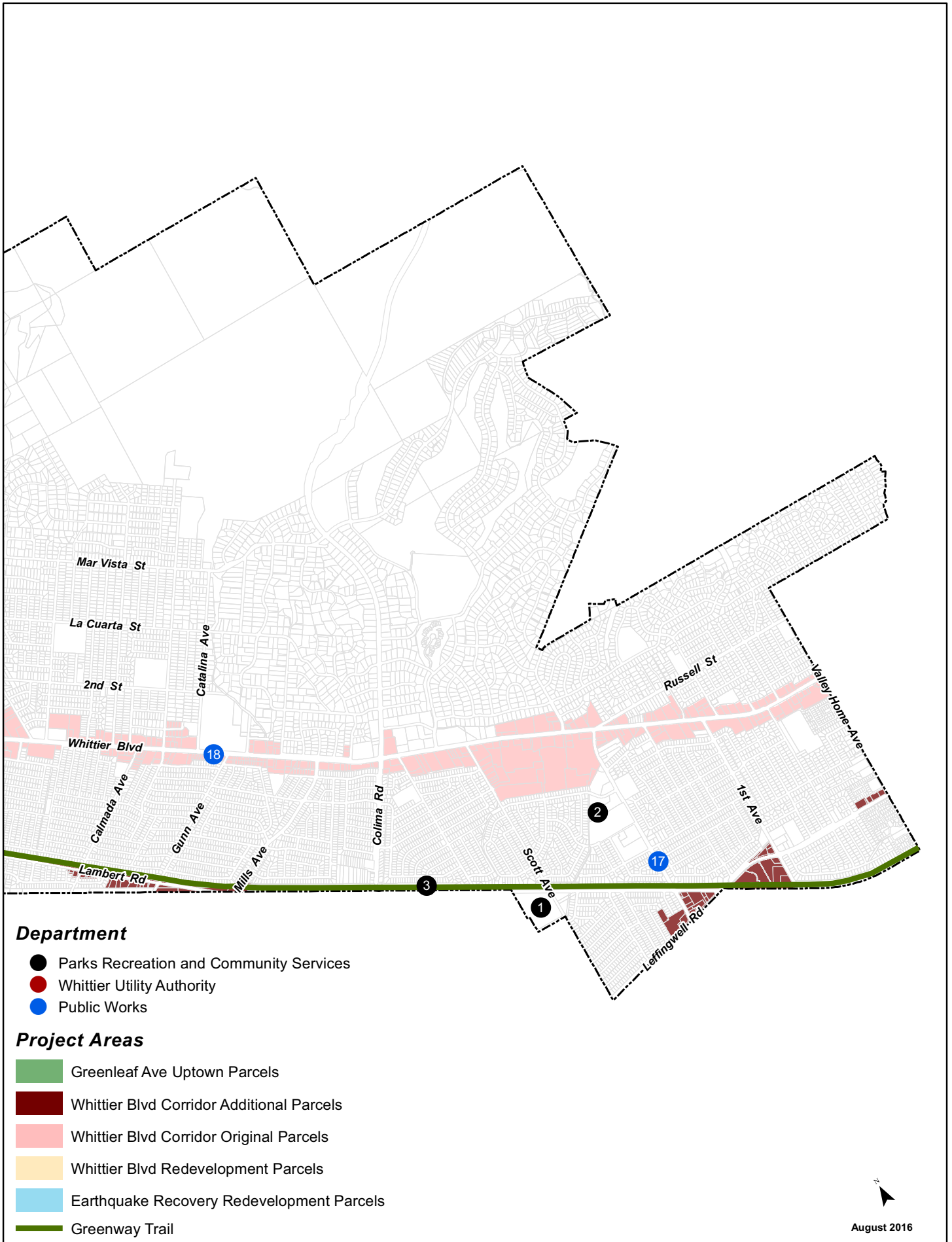
- 1 Tennis/handball/basketball resurfacing - Parnell Park
- 2 Tennis/handball/basketball resurfacing - Leffingwell Park
- 3 Greenway Trail Projects
- 4 Sport LT Lamp Replacement
- 5 Tennis/handball/basketball resurfacing - Broadway Park
- 6 Community Center Gym
- 7 Palm Park Improvements

Whittier Utility Authority

- 8 Sewer Reconstruction - Palm Ave (Beverly Blvd. to Whittier Blvd.)
- 9 Sewer Reconstruction - Walnut Ave. (Painter Ave. to Pickering Ave.)
- 10 Sewer Reconstruction - Alley West of Newland (Hadley to Wardman)
- 11 Sewer Reconstruction - Alley West of Washington Ave. (Walnut to Hadley)
- 12 Sewer Reconstruction - Alley West of Whittier Blvd. (Laurel to Washington)
- 13 Sewer Reconstruction - Alley West of Comstock (Walnut to Bailey)
- 14 Water Main Replacement - Landfill (College/ Reservoir to Scale House)
- 15 Water Main Replacement - Beverly Blvd (Davidson and Magnolia)
- 16 Water Main Replacement - Palm Ave (Beverly Blvd to Whittier Blvd)

Public Works

- 17 Santa Gertrudes Ave. Overlay
- 18 Whittier Blvd. Medians



Department

- Parks Recreation and Community Services
- Whittier Utility Authority
- Public Works

Project Areas

- Greenleaf Ave Uptown Parcels
- Whittier Blvd Corridor Additional Parcels
- Whittier Blvd Corridor Original Parcels
- Whittier Blvd Redevelopment Parcels
- Earthquake Recovery Redevelopment Parcels
- Greenway Trail



August 2016



City of Whittier

General City Information



People, Pride, Progress

*Adopted Budget for
Fiscal Year 2016-17*

City of Whittier

General City Information

- *City of Whittier Value Statement*
- *City Demographics*
- *City of Whittier Budget Adoption Resolution*
- *Gann Limit Resolution*
- *Public Financing Authority Budget Adoption Resolution*
- *Whittier Utility Authority Budget Adoption Resolution*
- *Whittier Housing Authority Budget Adoption Resolution*
- *Financial System and Internal Controls*
- *Fund Balance Policy for the General Fund (SOP 42)*
- *Fraud in the Workplace (SOP 26)*



City of Whittier

Value Statement

The City of Whittier acknowledges its rich heritage as a community that is based upon respect for the worth and dignity of its citizens. A growing, dynamic and diverse community, it searches for ways of involving its citizens in programs and activities that inspire a sense of personal responsibility and pride. Both private and governmental initiatives offer opportunities for service that create the conditions necessary for harmony and cooperation between members of the community, civic renewal and improvement for the quality of life.

The City of Whittier embraces the following Value Statement:

- The Government of the City of Whittier requires a high degree of moral/ethical behavior by its members acting in any and all official capacities in carrying out their assigned responsibilities and in their personal lives to the extent that their behavior will not reflect negatively upon the City Government and will not interfere with the City's efforts in carrying out its missions and goals; and
- Integrity is inseparable from ethics, but deserves special recognition. Integrity is that essential value that will facilitate adherence to a high degree of ethical/moral conduct; and
- Cooperation or teamwork is vital to the success of achieving the City's missions and goals. The requirement of cooperation or teamwork extends to all City officials and employees, and the citizens of Whittier, who are, in reality, partners in government; and
- The City shall maintain and improve excellence in delivery of municipal service to the people of the community. This will necessitate continual review of the City operational and organizational considerations and the application of innovative methods to maintain and improve City services at reasonable cost levels; and
- The City cares for its employees. The City highly values the selection and retention of highly qualified, dedicated and loyal employees. To this end, the City shall endeavor to make all positions within the City challenging, interesting and rewarding.

People, Pride, and Progress

City of Whittier City Demographics

City of Whittier Profile:

Whittier is located in Los Angeles County, about 12 miles southeast of the City of Los Angeles. The City of Whittier is governed by a five Member City Council under the Council – Manager form of government. Whittier is a charter law city and was incorporated in 1898. The Charter form of City government was ratified in 1955. The City covers 14.8 square miles and has an estimated population of 88,341. Businesses and industries in the area include 374 professional services, 868 retail stores, 202 family type restaurants, 36 manufacturing plants, 8 hotels and motels, 2 new and several used automobile dealerships and over 249 specialty shops and boutiques, predominantly located in Uptown Whittier, Whittier Marketplace, the Quad shopping center, as well as the Whittwood Town Center.

Founded in 1887 as a Quaker colony, Whittier’s strong sense of history and vision for the future has made it an upscale and dynamic residential community.

City of Whittier Data:

- Incorporated Area 14.8 square miles
- Population¹ 88,341 (2016)
- Population – Races² (2015)
 - Hispanic/Latino 66%
 - White 28%
 - Asian 4%
 - Black/African American 1%
 - American Indian/Alaskan Native 1%
 - Native Hawaiian/Other Pacific Islander Less than 1%
- Median Household Income² \$65,583 (2014)
- Personal Income (Per Capita)² \$27,632 (2014)
- Unemployment Rate³ 5.2% (2016)
- Housing
 - Dwelling Units² 29,591 (2010)
 - Median Value(HdLCC) \$460,000 (2015)
- Safety
 - Police – Whittier Police Department
 - Fire – Los Angeles County Fire Department
 - Hospitals
 - Presbyterian Intercommunity Hospital
 - Whittier Hospital Medical Center

Source:

1. California Department of Finance
2. US Census Bureau
3. Gateway Cities Council of Governments/Economic Development Dept.
4. Zillow.com/HdL Coren & Cone

City of Whittier City Demographics

- Schools (located in Whittier city limits)
 - Whittier City School District
 - Dexter Middle School
 - Hoover Elementary
 - Jackson Elementary
 - Longfellow Elementary
 - Orange Grove Elementary
 - Lowell Join School District
 - Jordan Elementary
 - Whittier Union High School District
 - La Serna High School
 - Whittier High School
 - East Whittier City School District
 - East Whittier Middle School
 - Evergreen Elementary
 - Laurel Elementary
 - Murphy Ranch Elementary
 - Ocean View Elementary
 - Mar Vista Early Childhood Center

- Parks, Libraries and Community Centers
 - Four (4) large community parks
 - Fourteen (14) neighborhood parks
 - Two (2) wilderness parks
 - One (1) sports field
 - Greenway Trail (five mile bicycle/pedestrian trail)
 - Whittier Public Library
 - Whittwood Branch Library
 - Palm Park Aquatic and Activity Center
 - Parnell Park Community and Senior Center
 - Uptown Senior Citizens Center
 - Whittier Community Center

➤ Principal Employers⁴

Rank	Name	No. of Employees
1	Interhealth Corporation	2,600
2	Whittier Union High School District	958
3	Whittier Medical Center	850
4	Whittier City School District	726
5	City of Whittier	650
6	U.S. Post Office	315
7	East Whittier City Elementary District	270
8	Johnson Controls	250
9	Home Depot	172
10	Hedman Headers	150

Source:

1. California Department of Finance
2. US Census Bureau
3. Gateway Cities Council of Governments/Economic Development Dept.
4. Zillow.com/HdL Coren & Cone

RESOLUTION NO. 8789

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WHITTIER, CALIFORNIA, ADOPTING A BUDGET FOR THE FISCAL YEAR COMMENCING JULY 1, 2016, AND ENDING JUNE 30, 2017

WHEREAS, pursuant to Section 1102 of the Charter of the City of Whittier, the City Manager, on or about April 22, 2016, submitted to the City Council a proposed budget for the appropriation and expenditure of funds for the City of Whittier for Fiscal Year 2016-17;

WHEREAS, such proposed budget was reviewed by the City Council at the Budget Study Session on May 11, 2016;

WHEREAS, it has been determined that the proposed budget was prepared in accordance with Section 1111 of the City Charter and provides for reserve funds sufficient to meet all lawful demands of the City, as is required;

WHEREAS, the City Council of the City of Whittier continually strives to provide the highest quality of life for its citizens; and

WHEREAS, following duly given notice and prior to budget adoption, the City Council held a public hearing on June 28, 2016, receiving, considering and evaluating all comments.

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

SECTION 1. The City Manager's proposed 2016-17 Fiscal Year Budget for general and special City purposes is approved and adopted for estimated revenues and transfers-in totaling \$84,208,327.

SECTION 2. The City Manager's proposed 2016-17 Fiscal Year Budget for general and special City purposes is approved and adopted for appropriations and transfers-out in the amount of \$98,460,485 and capital improvement projects in the amount of \$1,690,300.

SECTION 3. That the following reclassification of reserves as estimated be approved for Fiscal Year 2016-17:

<u>Fund</u>	<u>Name</u>	<u>Reserve</u>	<u>Account No.</u>	<u>Increase (Decrease)</u>
100	General Fund	Reserve for General Plan Update	245130	\$ (140,000)
		Reserve for Designated PEG	244225	(188,321)
		Reserve for Art in Public Places	245110	5,500
		Reserve for Emergency	248045	100,000
		Reserve for Rental Units	248070	29,311
		Reserve for Park In-Lieu	245021	595,728
		General Fund Subtotal		<u>\$ 402,218</u>
250	Asset Forfeiture	Reserve for Police Salary	241120	\$ (169,747)
280	Prop C Transit	Reserve for Greenway Rentals	241275	100,000
770	Financial Replacement	Reserve for Financial Replacement	241290	157,835
770	Equipment Replacement	Reserve for Copiers	241220	54,000
		Other Funds Subtotal		<u>\$ 142,088</u>
		Total		<u>\$ 544,306</u>

SECTION 4. The City Manager is authorized to make changes within each budget code, during the 2016-17 fiscal year, as he may from time to time deem desirable and necessary in order to meet the City's needs. Changes in budget code totals, appropriation of unappropriated balances and cancellation of unexpended and unencumbered appropriations shall require City Council approval, in accordance with Section 1105 of the City Charter.

SECTION 5. The City Clerk-Treasurer shall certify to the passage and adoption hereof.

APPROVED AND ADOPTED this 28th day of June 2016.



 JOSEPH A VINATIERI, Mayor

ATTEST:



 KATHRYN A. MARSHALL
 City Clerk-Treasurer

CITY OF WHITTIER)
) SS
 STATE OF CALIFORNIA)

I, Kathryn A. Marshall, City Clerk-Treasurer in and for the City of Whittier, California, hereby certify that the foregoing resolution was duly introduced and adopted at a regular meeting of the City Council of said City held on the 28th day of June 2016, by the following roll call vote:

AYES: F. Dutra J. Alvarado C. Warner
 R.L. Henderson J.A. Vinatieri

NOES: None

ABSENT: None

WITNESS my hand and the official seal of the City of Whittier, California, this
7th day of July 2016.

Kathryn A. Marshall
 KATHRYN A. MARSHALL
 City Clerk-Treasurer

I HEREBY CERTIFY THIS TO BE A TRUE AND CORRECT COPY OF THE ORIGINAL DOCUMENT ON FILE WITH THE CITY OF WHITTIER. WITNESS MY HAND AND THE OFFICIAL SEAL OF THE CITY OF WHITTIER THIS 7th DAY OF July, 2016.

Marsha Morales
 DEPUTY CITY CLERK



RESOLUTION NO. 8790

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WHITTIER, CALIFORNIA, APPROVING AND ADOPTING THE ANNUAL APPROPRIATIONS LIMIT FOR FISCAL YEAR 2016-17

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

WHEREAS, in June 1990, the voters in California amended Article XIII B by passing Proposition 111 – the Traffic Congestion Relief and Spending Act of 1990, which expanded the guidelines for calculating the Gann Limit;

WHEREAS, Proposition 111 allowed Cities to take the greater increase of City or County population growth, and the greater increase of California Per Capita Income or non-residential assessed valuation growth attributed to new construction within the City; and

WHEREAS, the City of Whittier has complied with all of the provisions of Article XIII B in determining the appropriations limit for Fiscal Year 2016-17.

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

SECTION 1. That the appropriations limit for Fiscal Year 2016-17 is hereby established as \$304,024,919.

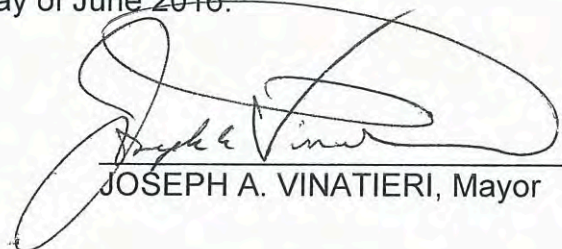
SECTION 2. That total appropriations of \$26,843,956, as included in the City's adopted budget for Fiscal Year 2016-17 and subject to the limit are less than the appropriations limit by \$277,180,963, and within the limit as stipulated by Article XIII B.

SECTION 3. That the estimated proceeds of taxes as included in the City's adopted budget for Fiscal Year 2016-17, total \$27,356,562 and are within the appropriations limit as stipulated by Article XIII B.

SECTION 4. That the City Clerk-Treasurer shall certify to the passage and adoption hereof.

APPROVED AND ADOPTED this 28th day of June 2016.

ATTEST:


JOSEPH A. VINATIERI, Mayor


KATHRYN A. MARSHALL

CITY OF WHITTIER)
) SS
STATE OF CALIFORNIA)

I, Kathryn A. Marshall, City Clerk-Treasurer in and for the City of Whittier, California, hereby certify that the foregoing resolution was duly introduced and adopted at a regular meeting of the City Council of said City held on the 28th day of June 2016, by the following roll call vote:

AYES: F. Dutra J. Alvarado C. Warner
R.L. Henderson J.A. Vinatieri
NOES: None
ABSENT: None

WITNESS my hand and the official seal of the City of Whittier, California, this 30th day of June 2016.

Kathryn A. Marshall
KATHRYN A. MARSHALL
City Clerk-Treasurer

I HEREBY CERTIFY THIS TO BE A TRUE AND CORRECT COPY OF THE ORIGINAL DOCUMENT ON FILE WITH THE CITY OF WHITTIER. WITNESS MY HAND AND THE OFFICIAL SEAL OF THE CITY OF WHITTIER THIS 6th DAY OF July, 2016.
Marsha Morales
DEPUTY CITY CLERK

RESOLUTION NO. WHA-16-01

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE WHITTIER HOUSING AUTHORITY ADOPTING A BUDGET FOR THE FISCAL YEAR COMMENCING JULY 1, 2016, AND ENDING JUNE 30, 2017

WHEREAS, the Executive Officer, on or about April 22, 2016, submitted to the Board of Directors a proposed budget for the appropriation and expenditure of funds for the Whittier Housing Authority for Fiscal Year 2016-17;

WHEREAS, such proposed budget was reviewed by the Board of Directors at the Budget Study Session on May 11, 2016; and

WHEREAS, following duly given notice and prior to budget adoption, the Board of Directors of the Whittier Housing Authority held a public hearing on June 28, 2016, receiving, considering and evaluating all comments.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE WHITTIER HOUSING AUTHORITY DOES RESOLVE AS FOLLOWS:

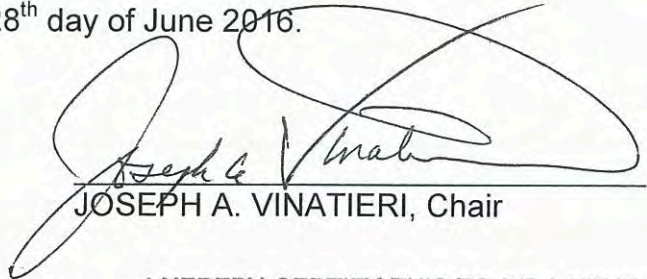
SECTION 1. The total estimated revenues and transfers-in for Fiscal Year 2016-17 shall be \$1,055,981.

SECTION 2. The total appropriations, transfers-out and capital expenditures for Fiscal Year 2016-17 shall be \$200,000.


SECTION 3. The Executive Officer is authorized to make changes during the 2016-17 Fiscal Year, as he may from time to time deem desirable and necessary in order to meet the Agency's needs.

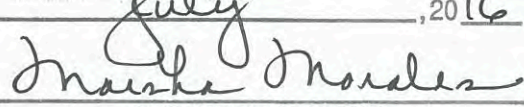
SECTION 4. The Secretary-Treasurer shall certify to the passage and adoption hereof.

APPROVED AND ADOPTED this 28th day of June 2016.


JOSEPH A. VINATIERI, Chair

ATTEST:


KATHRYN A. MARSHALL
Secretary-Treasurer

I HEREBY CERTIFY THIS TO BE A TRUE AND CORRECT COPY OF THE ORIGINAL DOCUMENT ON FILE WITH THE CITY OF WHITTIER. WITNESS MY HAND AND THE OFFICIAL SEAL OF THE CITY OF WHITTIER THIS 6th DAY OF July, 2016.

INESHA MORALES
DEPUTY CITY CLERK

CITY OF WHITTIER)
)
 STATE OF CALIFORNIA) SS

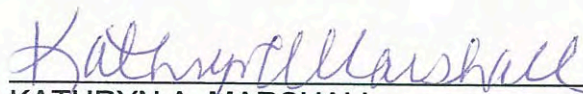
I, Kathryn A. Marshall, Secretary-Treasurer in and for the Whittier Housing Authority, hereby certify that the foregoing resolution was duly adopted at a special meeting of the Whittier Housing Authority held on the 28th day of June 2016 by the following roll call vote:

AYES: F. Dutra J. Alvarado C. Warner
 R.L. Henderson J.A. Vinatieri

NOES: None

ABSENT: None

WITNESS my hand and the official seal of the Whittier Housing Authority this 30th day of June 2016.



 KATHRYN A. MARSHALL
 Secretary-Treasurer

RESOLUTION NO. WUA-16-02

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE WHITTIER UTILITY AUTHORITY ADOPTING A BUDGET FOR THE FISCAL YEAR COMMENCING JULY 1, 2016, AND ENDING JUNE 30, 2017

WHEREAS, the Executive Officer, on or about April 22, 2016, submitted to the Board of Directors a proposed budget for the appropriation and expenditure of funds for the Whittier Utility Authority for Fiscal Year 2016-17;

WHEREAS, such proposed budget was reviewed by the Board of Directors at the budget study session on May 11, 2016; and

WHEREAS, following duly given notice and prior to budget adoption, the Board of Directors of the Whittier Utility Authority held a public hearing on June 28, 2016, receiving, considering and evaluating all comments.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE WHITTIER UTILITY AUTHORITY DOES RESOLVE AS FOLLOWS:

SECTION 1. The total estimated revenues and transfers-in for Fiscal Year 2016-17 shall be \$27,381,420.

SECTION 2. The total appropriations, transfers-out and capital expenditures for Fiscal Year 2016-17 shall be \$33,588,930.

SECTION 3. That the following reclassification of reserves be approved for Fiscal Year 2016-17:

<u>Fund</u>	<u>Name</u>	<u>Reserve</u>	<u>Account Number</u>	<u>Increase (Decrease)</u>
420	Water Fund	Reserve for Water Connection Fees	241240	\$ 15,000
			Total	<u>\$ 15,000</u>

CITY OF WHITTIER)
)
 STATE OF CALIFORNIA) SS

I, Kathryn A. Marshall, Secretary-Treasurer in and for the Whittier Utility Authority, hereby certify that the foregoing resolution was duly adopted at a regular meeting of the Whittier Utility Authority held on the 28th day of June 2016 by the following roll call vote:

AYES: F. Dutra J. Alvarado C. Warner
 R.L. Henderson J.A. Vinatieri

NOES: None

ABSENT: None

WITNESS my hand and the official seal of the Whittier Utility Authority this 30th day of June 2016.

Kathryn A. Marshall
 KATHRYN A. MARSHALL
 Secretary-Treasurer

I HEREBY CERTIFY THIS TO BE A TRUE AND CORRECT COPY OF THE ORIGINAL DOCUMENT ON FILE WITH THE CITY OF WHITTIER. WITNESS MY HAND AND THE OFFICIAL SEAL OF THE CITY OF WHITTIER THIS 6th DAY OF July, 2016.

Maisha Morales
 DEPUTY CITY CLERK

City of Whittier

Financial System and Internal Controls

Presentation

The financial transactions of the City of Whittier are recorded in individual funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. In summary, the funds used by the City are grouped as follows:

Governmental Funds

General Fund

The General Fund is the City's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in other funds.

Special Revenue Funds

The Special Revenue Funds are used to account for specific revenues (other than those for major capital projects) that are legally restricted to expenditures for particular purposes. The City maintains several special revenue funds for gas taxes, grant funding, fines collected on vehicle code violations and special levies imposed on businesses in the City's Uptown Village area.

Debt Service Fund

The Whittier Public Financing Authority Debt Service Fund is used to account for the proceeds of the 2002 and 2007A Tax Allocation Loans, loaned to the former Whittier Redevelopment Agency, and for the debt service payments.

Capital Projects Fund

The Capital Projects Fund is used to account for the financial resources to be used for the acquisition and construction of major capital facilities.

Proprietary Funds

Enterprise funds

Enterprise Funds are established for government activities that are financed and operate in a similar manner to private business. User fees primarily finance costs of providing services to the general public. The Whittier Utility Authority (WUA) was established on February 1, 2002, by a joint powers agreement between the City of Whittier and the Whittier Public Financing Authority. The Authority was created to provide a legally binding framework for the relationship between the City's utility enterprise funds and the City's general fund and to provide greater fiscal strength of the City's enterprise funds. WUA is a component of the following proprietary funds:

City of Whittier

Financial System and Internal Controls

(Continued)

Water Fund

This fund accounts for the operation and maintenance of the City's water distribution system.

Sewer Fund

This fund accounts for the operation and maintenance of the wastewater system within the City's boundaries.

Solid Waste Fund

This fund accounts for the collection and disposal of solid waste from industrial, commercial, and residential users throughout the Whittier area, for landfill closure and post closure costs, and for funding of environmental liabilities caused by water contamination.

Basis of Accounting

The City's financial system operates on a basis consistent with "generally accepted accounting principles" (GAAP), where Governmental Funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period. Expenditures generally are recorded when the liability is incurred except for debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, which are recorded only when payment is due. For Proprietary Funds, the accrual basis is utilized; revenues are recognized when earned, and expenses are recognized when incurred.

Internal Controls

The City is responsible for establishing and maintaining a strong internal control structure designed to ensure that adequate accounting data are compiled to allow for the preparation of financial statements in conformity with generally accepted accounting principles. The internal control structure is designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that: 1) the cost of a control should not exceed the benefits likely to be derived, and 2) the valuation of costs and benefits requires estimates and judgments by management.

Revenue Policies

The City tries to maintain a diversified and stable revenue system to minimize the effects of economic fluctuations on sources of income. Revenues are estimated based on the historical data, analysis and in some cases the use of consultant's estimate.

City of Whittier

Financial System and Internal Controls

(Continued)

Debt Management

The City typically confines long-term borrowing to capital improvements that cannot be funded from current sources. No bond issue will take place without consultation of appropriate external financial advisers and bond counsel. On-going efforts will be taken to improve and enhance the City's bond rating and the marketability of its debt.

Capital Improvement

The Capital Improvement Program provides a comprehensive plan for acquisition and replacement of major capital outlay items and for the construction, repair and maintenance of City facilities and infrastructure such as streets, sewers, water service, storm drains, traffic systems, parks and other City facilities. Infrastructure maintenance is a key component in the continued economic vitality of the City of Whittier.

The Five-Year Capital Improvement Summary includes all major capital improvements with budgets in excess of \$25,000. Typically, larger projects are funded and completed over several fiscal years. The total amount represents the full cost and/or funding requirements for project completion within the 5-year period.

The City Manager recommends projects to City Council for approval based upon the availability of funding. City Council reviews this Five-Year Capital Improvement Summary each year during the budget study session, and any changes are implemented prior to budget adoption.





CITY OF WHITTIER STANDARD OPERATING PROCEDURE

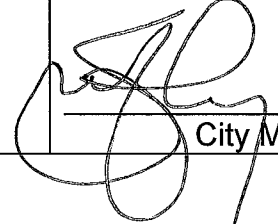
NUMBER 26
PAGE 1 of 6

SUBJECT: Fraud In The Workplace

ORIGINAL DATE: 6/23/08

ISSUE DATE: 6/23/08

APPROVED BY:



City Manager

I. PURPOSE/AUTHORITY:

To establish policy and procedures for clarifying acts that are considered to be fraudulent, describing the steps to be taken when fraud or other related dishonest activities are suspected, and providing procedures to follow in accounting for missing funds, restitution and recoveries.

II. PERSONNEL AFFECTED:

All City Employees, including consultants, and elected or appointed Council, Board and Commission members. (See III.E. Definitions, 2. "Employee", below)

III. POLICY:

- A. The City of Whittier is committed to protecting its assets against the risk of loss or misuse. Accordingly, it is the policy of the City of Whittier to identify and promptly investigate any possibility of fraudulent or related dishonest activities against the City and, when appropriate, to pursue legal remedies available under the law.
- B. This policy applies to any irregularity, or suspected irregularity, involving employees, consultants, vendors, contractors, outside agencies, and/or any other parties with a business relationship with the City.
- C. Any investigative activity required will be conducted in an objective and impartial manner without regard to the suspected wrongdoer's length of service, position, title, or relationship to the City.
- D. All employees are responsible for the detection, reporting and prevention of fraud, misappropriations, and other irregularities.

E. DEFINITIONS

1. Fraud – the intentional false representation or concealment of material fact for the purpose of personal gain for oneself or others; or inducing another to act similarly. Fraud and other similar irregularities include, but are not limited to:
 - a. Claim for reimbursement of expenses that are not job-related or authorized by the current Memorandum of Understanding.
 - b. Forgery or unauthorized alteration of documents (checks, promissory notes, time sheets, independent contractor agreements, purchase orders, budgets, etc.).



CITY OF WHITTIER STANDARD OPERATING PROCEDURE

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SUBJECT: Fraud In The Workplace

- c. Misappropriation of City assets (funds, securities, supplies, furniture, equipment, etc.).
 - d. Improprieties in handling or reporting of money transactions.
 - e. Authorizing or receiving payment for goods not received or services not performed.
 - f. Computer-related activity involving unauthorized alteration, destruction, forgery, or manipulation of data or misappropriation of City-owned software.
 - g. Misrepresentation of information on documents.
 - h. Any apparent violation of Federal, State, or Local laws related to dishonest activities or fraud.
 - i. Seeking or accepting anything of material value from those doing business with the City including vendors, consultants, contractors, lessees, applicants, and grantees. Materiality is determined by the City's Conflict of Interest Code which incorporates the Political Reform Act of 1974. Regulations of the Fair Political Practices Commission (2 California Admin. Code Sections 18100 et seq.), and any amendments to the Act or regulations.
2. Employee – In this context, employee refers to any individual or group of individuals who receive compensation, either full- or part-time, from the City of Whittier. The term also includes any volunteer who provides services to the City through an official arrangement with the City or a City organization, as well as consultants, vendors, contractors, outside agencies and/or any other parties with a business relationship with the City of Whittier.
 3. Management – In this context, management refers to any administrator, manager, director, supervisor, or other individual who manages or supervises funds or other resources, including human resources.
 4. Investigator – In this context, Investigator refers to any person or persons assigned by the Department Head and City Controller to investigate any fraud or similar activity.
 5. External Auditor – In this context, External Auditor refers to independent audit professionals who may perform annual audits of the City's financial statements or a similarly qualified professional.
- F. It is the City's intent to fully investigate any suspected acts of fraud, misappropriation, or other similar irregularity. An objective and impartial investigation will be conducted regardless of the position, title, length of service or relationship with the City of any party who might be or become involved in or becomes the subject of such investigation.



CITY OF WHITTIER STANDARD OPERATING PROCEDURE

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SUBJECT: Fraud In The Workplace

- G. Each department of the City is responsible for instituting and maintaining a system of internal control to provide reasonable assurance for the prevention and detection of fraud, misappropriations, and other irregularities. Management should be familiar with the types of improprieties that might occur within their area of responsibility and be alert for any indications of such conduct.
- H. The Investigator, in conjunction with the City Attorney, has the primary responsibility for the investigation of all activity as defined in this policy.
- I. Throughout the investigation, the Investigator will inform the Department Head and City Controller of pertinent investigative findings.
- J. Employees will be granted whistle-blower protection when acting in accordance with this policy. When informed of a suspected impropriety, neither the City nor any person acting on behalf of the City shall:
 - 1. Dismiss or threaten to dismiss the employee,
 - 2. Discipline, suspend, or threaten to discipline or suspend the employee,
 - 3. Impose any penalty upon the employee, or
 - 4. Intimidate or coerce the employee.Violations of the whistle-blower protection will result in discipline up to and including dismissal.
- K. Upon conclusion of the investigation, the results will be reported to the City Manager by the Department Head and City Controller.
- L. The City Manager, following review of investigation results, will take appropriate action regarding employee misconduct. Disciplinary action can include termination, and referral of the case to an appropriate Law Enforcement Agency and District Attorney's Office for possible arrest and prosecution.
- M. The City will pursue every reasonable effort, including court ordered restitution, to obtain recovery of City losses from the offender, or other appropriate sources.

IV. PROCEDURES

- A. Management Responsibilities
 - 1. Management is responsible for being alert to and reporting fraudulent or related dishonest activities in their areas of responsibility.
 - 2. Each manager should be familiar with the types of improprieties that might occur in his or her area and be alert for any indication that improper activity, misappropriation, or dishonest activity is or was in existence in his or her area.



CITY OF WHITTIER

STANDARD OPERATING PROCEDURE

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SUBJECT: Fraud In The Workplace

3. When an improper activity is detected or suspected, management should determine whether an error or mistake has occurred or if there may be dishonest or fraudulent activity.
4. If management determines a suspected activity may involve fraud or related dishonest activity, they should contact their next immediate supervisor not involved in the alleged misconduct – and together with that supervisor inform their Department Director (unless the Department Director is alleged to have involvement in the alleged misconduct) and City Controller. If the alleged misconduct is said to involve the Department Head and/or City Controller, the City Attorney may be substituted for one or both.
5. The Department Head and the City Controller, or either plus the City Attorney if appropriate as under #4 above, shall together inform the City Manager. If the City Manager is himself or herself the subject of the alleged misconduct, the Department Head and the City Controller, or the City Attorney and either one of the above and/or the Department Director, shall inform the Chief of Police.
6. Management should not attempt to conduct individual investigations, interviews, or interrogations. However, management is responsible for taking appropriate corrective actions to ensure adequate controls exist to prevent reoccurrence of improper actions.
7. Management should support the City's responsibilities and cooperate fully with the Investigator, other involved departments, and law enforcement agencies in the detection, reporting, and investigation of criminal acts, including the prosecution of offenders.
8. Management must give full and unrestricted access to all necessary records and personnel. All City furniture and contents, including desks and computers, are open to inspection at any time. There is no assumption of privacy.
9. In dealing with suspected dishonest or fraudulent activities, great care must be taken. Therefore, management should avoid the following:
 - a. Incorrect accusations.
 - b. Alerting suspected individuals that an investigation is underway.
 - c. Treating employees unfairly.
 - d. Making statements that could lead to claims of false accusations or other offenses.
10. In handling dishonest or fraudulent activities, management has the responsibility to:



CITY OF WHITTIER

STANDARD OPERATING PROCEDURE

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SUBJECT: Fraud In The Workplace

- a. Make no contact (unless requested) with the suspected individual to determine facts or demand restitution. Under no circumstances should there be any reference to “what you did”, “the crime”, “the fraud”, “the misappropriation”, etc.
- b. Avoid discussing the case, facts, suspicions, or allegations with anyone outside the City, unless specifically directed to do so by the City Attorney.
- c. Avoid discussing the case, facts, suspicions, or allegations with anyone other than employees who have a need to know such as the City Manager, Department Head, City Controller, Investigator, or City Attorney or law enforcement personnel – and should direct any City Council inquiries to the City Manager or City Attorney.
- d. Direct all inquires from the suspected individual, or his or her representative, to the Investigator, Department Head, or City Controller. All inquires from the media should be directed to the City Manager or the City Attorney.
- e. Take appropriate corrective and disciplinary action, up to and including dismissal, after consulting with the City Controller, in conformance with the City’s Personnel Policies and Procedures or the appropriate Memorandum of Understanding.

B. Employee Responsibilities

1. Upon assignment by the Department Head and City Controller (or the City Manager and City Attorney, as necessary), the Investigator will promptly investigate the fraud.
2. Employees must cooperate with the Investigator. Refusal, or the conveyance of inaccuracies, may subject an employee to disciplinary action up to and including dismissal.
3. In all circumstances where there appears to be reasonable grounds for suspecting that a fraud has taken place, the Investigator, in consultation with the City Attorney, will contact an appropriate Law Enforcement Agency.
4. The Investigator shall be available and receptive to receiving relevant, confidential information to the extent allowed by law.
5. If evidence is uncovered showing possible dishonest or fraudulent activities, the Investigator will proceed as follows:
 - a. Discuss the findings with the Department Head and City Controller – who will in turn inform the City Manager and/or City Attorney and/or City Manager.
 - b. Meet with the City Controller (or his/her designated representative) to:



CITY OF WHITTIER STANDARD OPERATING PROCEDURE

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SUBJECT: Fraud In The Workplace

- 1) Determine if disciplinary actions should be taken.
 - 2) Report to the Investigator such activities in order to assess the effect of the illegal activity on the City's financial statements.
 - 3) Notify insurers and coordinate the filing of insurance claims.
- c. Take immediate action, in consultation with the City Attorney, to prevent the theft, alteration, or destruction of evidentiary records. Such action shall include, but is not limited to:
- 1) Removing the records and placing them in a secure location, or limiting access to the records.
 - 2) Preventing the individual suspected of committing the fraud from having access to the records.
6. In consultation with the City Attorney and the appropriate Law Enforcement Agency, the Investigator may disclose particulars of the investigation with potential witnesses if such disclosure would further the investigation.
 7. If the Investigator is contacted by the media regarding an alleged fraud or audit investigation, the Investigator will consult with the City Manager and the City Attorney, as appropriate, before responding to a media request for the information or interview.
 8. At the conclusion of the investigation, the Investigator will document the results in a confidential memorandum report to the City Manager, Department Head, City Controller, and City Attorney. If the report concludes that the allegations are founded, the report will be forwarded to the appropriate Law Enforcement Agency.
 9. Unless exceptional circumstances exist, a person under investigation for fraud is to be given notice in writing of essential particulars of the allegations following the conclusions of the audit. Where notice is given, the person against whom allegations are being made may submit a written explanation to the Investigator no later than seven calendar days after notice is received.
 10. The Investigator will be required to make recommendations to the appropriate department for assistance in the prevention of future similar occurrences.
 11. Upon completion of the investigation, including all legal and personnel actions, all records, documents, and other evidentiary material obtained from the department under investigation will be returned by the Investigator to that department.

V. EXCEPTIONS

Exceptions to this policy must be approved in writing by the City Manager, City Controller, or the City Attorney. No exception will be valid if the person authorizing the exception is himself/herself the subject of the related allegation.

O:\Analyst\SOP\SOP 26 Fraud Policy.doc



CITY OF WHITTIER STANDARD OPERATING PROCEDURE


NUMBER 42
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SUBJECT: Fund Balance Policy for the General Fund

EFFECTIVE DATE: 6/14/2011

ISSUE DATE: 6/14/2011

APPROVED BY:


City Manager

I. PURPOSE/AUTHORITY:

To establish the procedures for reporting unrestricted fund balance in Governmental Funds financial statements. It is essential that the City maintains adequate levels of fund balance tailored to the needs of the City to ensure against current and future risks such as revenue shortfalls and unanticipated expenditures. The policy also authorizes and directs the City Controller to prepare financial reports, which accurately categorize fund balance as per Governmental Accounting Standards Board (GASB) Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions.

II. PERSONNEL AFFECTED:

This SOP applies to the Controller's Department personnel who prepare the annual Comprehensive Annual Financial Report (CAFR).

III. PROCEDURES:

Fund balance is the difference between the assets and liabilities or the net assets reported in a governmental fund. There are five components of fund balance, each of which identifies the extent to which the City is bound to honor constraints on the specific purposes for which amounts can be spent:

- **Nonspendable Fund Balance** – represents amounts that cannot be spent because they are either not in spendable form (e.g. inventories, prepaid items, long-term portion of loans receivable, land held for resale); or legally or contractually required to be maintained intact.
- **Restricted Fund Balance** – externally imposed by law or constrained by grantors, contributors, or laws or regulations of other governments.
- **Committed Fund Balance** – committed on use for specific purposes by formal action of the government's highest level of decision-making authority.
- **Assigned Fund Balance** – intended on use for specific purposes by the governing body itself or official delegated with the authority to assign amounts to be used for specific purposes, which are neither restricted nor committed.
- **Unassigned Fund Balance** – the available and uncommitted fund balance.



CITY OF WHITTIER

STANDARD OPERATING PROCEDURE

NUMBER 42
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SUBJECT: Fund Balance Policy for the General Fund

Non-spendable and restricted fund balances are not addressed in this policy due to the nature of their restrictions. This policy is focused on financial reporting of unrestricted fund balance (committed, assigned and unassigned) that should be maintained in the General Fund. These three categories are further defined below.

Committed Fund Balance

The City Council, as the City's highest level of decision-making authority, may commit fund balance for specific purposes pursuant to constraints imposed by formal actions taken, such as an ordinance or resolution. These committed amounts cannot be used for any other purpose unless the City Council removes or changes the specified use through the same type of formal action taken to establish the commitment. City Council action to commit fund balance needs to occur prior to the end of the fiscal reporting period. Examples of committed fund balance are (but not limited to) as follows:

- **General Fund Emergency Contingency**

The City Council adopted a Resolution to establish a contingency reserve at a minimum, in its general fund equivalent to five percent (5%) of the following fiscal year's General Fund budgeted operating expenditures (excluding transfers and capital improvement projects). As defined in the resolution establishing this commitment, the specific uses are listed as the declaration of a state or federal state of emergency or a local emergency as defined in City's Municipal Code Section 2.44.020. The City Council may, by the affirming vote of three members, change the amount of this commitment and/or the specific uses of these monies.

- **Oil Wells**

City Council received and set aside \$100,000 on June 27, 2006 to assume liability of wells 13, 15, and 16 from Chevron located on the Whittier Oil Fields.

- **Arts In Public Places**

In accordance with Municipal Code Section 12.52.080, "any monies collected by the City in accordance with the in-lieu contribution...shall be deposited in a separate account...this account shall be used to provide sites for, and works of art in public places in order to further the intent and purpose of this chapter as set forth in Section 12.52.010." Account is administered by the City Council.



CITY OF WHITTIER

STANDARD OPERATING PROCEDURE

NUMBER 42
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SUBJECT: Fund Balance Policy for the General Fund

- Arts In Public Places-Whittier College

On July 20, 2004, Council passed an ordinance that exempted non-profit 501(c) (3) organizations be exempt from the requirements of the Art in Public Places ordinance in Chapter 12.52 of the Municipal Code. At that time, City had received \$50,500 from Whittier College in the "Arts in Public Places" account and have created a separate account to account for the monies from Whittier College.

- Police and Library Facility Reserve

On February 16, 1999, Council approved funding for the police and library facilities from a variety of funding sources including City funds, private, fundraising, state and federal funds. Funds received were set aside in this account for spending of these two facilities.

Assigned Fund Balance

Amounts that are constrained by the City's *intent* to be used for specific purposes, but are neither restricted nor committed, should be reported as assigned fund balance. Intent should be established at the City Council, or by an official designated for that purpose. This policy hereby delegates the authority to assign amounts to be used for specific purposes to the City Controller for the purpose of reporting these amounts in the annual financial statements. The actions necessary to remove or modify an assignment is not as prescriptive as it is with regard to the committed fund balance. An example of an assigned fund balance could include but are not limited to:

- Encumbrances

Encumbrances are estimations of costs related to unperformed contracts for goods and services.

Unassigned Fund Balance

This classification represents residual positive fund balance of the general fund in excess of what can properly be classified in one of the other four categories. An example of assigned fund balance could include but are not limited to:



CITY OF WHITTIER

STANDARD OPERATING PROCEDURE

NUMBER 42
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SUBJECT: Fund Balance Policy for the General Fund

- Public Employee's Retirement System (PERS) Contingency Reserve

Reserve was set aside to address future PERS rate increases when the City was previously superfunded. Initially, Council authorized at their June 7, 2003 joint budget Study Session that the reserve could be used to cover cost increases up to \$750,000 per year. Later, Council authorized its usage as needed to balance the General Fund's operating budget due to revenue shortfalls. According to GASB Statement No. 54 Section 20, "...a stabilization amount that can be accessed to offset an "anticipated revenue shortfall" would not qualify (to be classified within the committed category) unless the shortfall was quantified and was of a magnitude that would distinguish it from other revenue shortfalls that occur during the normal course of governmental operations."

Fund Balance Classification

Unless necessary by other requirements and circumstances, the accounting policies of the City consider restricted fund balance to have been spent first when expenditure is incurred for purposes, which both restricted and unrestricted fund balance is available. Similarly, when an expenditure is incurred for purposes, which amounts in any of the unrestricted classifications of fund balance could be used, the City considers committed amounts to be reduced first, followed by assigned amounts and then unassigned amounts.

This policy is in place to provide a measure of protection for the City against unforeseen circumstances and to comply with GASB Statement No. 54. No other policy of procedure supersedes the authority and provisions of this policy.

City of Whittier

Glossary and Alphabetical Index



People, Pride, Progress

*Adopted Budget for
Fiscal Year 2016-17*

City of Whittier Glossary of Acronyms and Terms

ADA	Americans with Disabilities Act
AQMD	South Coast Air Quality Management District
AQMP	Air Quality Management Plan
ARRA	American Recovery and Reinvestment Act
ASI	Access Services, Inc.
BSIP	Bus Stop Improvement Plan
CAD	Computer Aided Dispatch
CAFR	Comprehensive Annual Financial Report
CalTrans	California State Department of Transportation
CARB	California Air Resources Board
CCTBL	City Clerk/Treasurer/Business License
CDBG	Community Development Block Grant
CFD	Community Facilities District
CHDO	Community Housing Development Organization
CIP	Capital Improvement Program
CIPA	California Insurance Pool Authority
CIS	Cops in School
CNG	Compressed Natural Gas
COBRA	Consolidated Omnibus Budget Reconciliation Act
COG	Gateway Cities Council of Governments
COPS	Citizen's Option for Public Safety
CSAC-EIA	California State Association of Counties – Excess Insurance Authority
DAR	Dial-A-Ride
DDA's	Disposition and Development Agreements
DMV	Department of Motor Vehicles
EAP	Employee Assistance Program
EOC	Emergency Operations Center

City of Whittier Glossary of Acronyms and Terms

EWCSO	East Whittier City School District
GASB	Governmental Accounting Standards Board
GETS	Government Emergency Telecommunications Service
GIS	Geographic Information System
GWT	Greenway Trail
HES	Hazardous Elimination Safety
HIPAA	Health Insurance Portability and Accountability Act
HSIP	Highway Safety Improvement Program
HUD	U.S. Department of Housing and Urban Development
HVAC	Heating and Ventilation Air Conditioning
IT	Information Technology
JAG	Justice Assistance Grant
L.A. IMPACT	Los Angeles Interagency Metropolitan Police Apprehension Crime Task Force
LACO	Los Angeles County
LAEDC	Los Angeles County Economic Development Corporation
LAN	Local Area Network
LR	Local Return
MDC	Mobile Data Computer
Metro	Los Angeles County Metropolitan Transportation Authority
MOU	Memorandum of Understanding
MSRC	Mobile Source Air Polluting Reduction Review Committee
MTA	Metropolitan Transportation Authority
NIMS	National Incident Management System
NPDES	National Pollution Discharge Elimination System
NTD	National Transit Database
OARRS	Operational Area Response and Recovery System
OPA's	Owner Participation Agreements

City of Whittier Glossary of Acronyms and Terms

OSHA	Occupational Safety and Health Administration
OTS	Office of Traffic Safety
PRCS	Parks, Recreation and Community Services
PSA	Public Service Area
PW	Public Works
RMS	Records Management System
SAGE	Strategies Against Gang Environments
SET	Special Enforcement Team
SFS	Santa Fe Springs (City of)
SAFETEA-LU	Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users
SCAQMD	See AQMD
SRO	School Resource Officers
SSMP	Sewer System Management Plan
SWRCB	State Water Resources Central Board
TAX	Technical Advisory Committee
TMA	Transportation Management Agreement
UUD	Underground Utility District
WAN	Wide Area Network
WCCA	Wildlife Corridor Conservation Authority
WHA	Whittier Housing Authority
WMP	Water Master Plan
WPFA	Whittier Public Financing Authority
WRA	Whittier Redevelopment Agency
WUA	Whittier Utility Authority
WYN	Whittier Youth Network

City of Whittier

Glossary

Appropriation: A legal authorization granted by the City Council to make expenditures and/or to incur obligations for specific purposes. An appropriation is usually for a specific purpose and amount and must be expended within the fiscal year.

Appropriation Limit: A limit on the maximum amount of tax proceeds that a city can spend during any fiscal year. An initiative passed in 1980 (the "Gann" initiative) amended the California Constitution and established the procedure for this annual requirement. Cities must determine an annual appropriation limit through a calculation that uses economic data, population changes and the prior year's limit as factors.

Budget: A financial plan providing for the operation of an entity for a given period, such as a fiscal year, and the proposed means for its financing. Generally, the plan embodies proposed expenditures and estimated revenues.

Budget Code: A fund itself or sub-fund within the City's financial information system to account for expenditures in the performance of a process, operation or service. A budget code records all the elements of costs incurred to accomplish a purpose, to carry on an activity or operation, or to complete a unit of work or specific job.

Capital Improvements: Construction or major repair of City facilities and buildings.

Capital Improvement Program: The multi-year schedule of capital improvement projects and the acquisition of major capital outlay items which encompass all funding sources and organizational units of the City.

Capital Outlay: The acquisition costs of major items of capital assets used in providing direct services.

City Council: The political body of the City of Whittier whose members are elected by Whittier citizens to represent and administer their views and policies concerning the operation of the City. The Whittier City Council includes five members elected at large for staggered terms of four years.

City Manager: The administrative head of City operations. Appointed by the City Council, the individual in this capacity is responsible for directing the City's day-to-day operation and implementing policies and directives of the City Council, the Municipal Code, and the City Charter. The City Manager is also responsible for preparing the City's annual budget, enforcing all city laws and administrative rules and regulations, and identifying and formulating appropriate action for problem or key areas of interests.

Commercial Development: Development efforts focusing on commerce or trade activities related to the buying and selling of goods and services, such as retail stores, and office headquarters.

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Debt Service: The payment of principal and interest on long-term debt according to a predetermined payment schedule.

Employee Services: The group of accounts or expenditures within the City's financial system that encompasses the total costs of labor, including salaries and fringe benefits.

Enterprise Fund: A group of accounts used to record financial transactions of specific City operations that function and operate in a manner comparable to a private sector business. In general, an enterprise funds is considered self-sustaining with the majority of its revenue and funding coming from the operation itself. The City of Whittier's enterprise funds include the sewer, water, solid waste collection and solid waste disposal funds.

Excess Insurance: A means of insuring against losses beyond the level of coverage provided by an underlying policy. Excess coverage is designed to respond to large but infrequent losses. The City of Whittier has excess coverage for liability and workers' compensation.

Expenditure: An actual payment made by the City.

Fines: Includes monies derived from penalties for the violation of laws or administrative rules and regulations, statutory offenses, and for violation of lawful administrative rules and regulations.

Fiscal Year: A period of time that represents the beginning and ending for recording financial transactions. The City of Whittier has a fiscal year of July 1 through June 30.

Forfeitures: Includes monies or products that are given up or confiscated by the City because of some crime, fault, or neglect of duty.

Full Time Positions: Personnel positions authorized by the City Council to be employed by the City of Whittier. Full time positions do not include temporary or part time personnel or contractual services.

Full Time Equivalent Positions: The corresponding full-time equivalent of part-time personnel based on the total of all part-time service hours rendered. This is determined by dividing total part-time service hours by 2,080, which represents the total regular service hours for a full time employee in a one year period.

Fund: An accounting entity with a self-balancing set of accounts recording financial resources and transactions for specific activities.

Fund Balance: The net effect of assets less liabilities at any given point in time.

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Fund Type: Any one of seven categories into which all funds are classified in governmental accounting. The seven fund types are: general, special revenue, debt service, capital projects, enterprise, internal service, and trust and agency.

General Fund: The fund that encompasses all financial transactions attributed to non-specific taxes and other general purpose revenues, e.g., sales taxes, property taxes, fines and forfeitures, investment income, etc., and includes expenditures for general governmental services, e.g., police, public works, social services, planning, and code enforcement.

Goals: Broad statements aimed at meeting public service needs or objectives and defined by the organization to be of significant or high priority.

Grants: A transfer or awarding of funds from another public entity to the City for the purpose of financing a specific activity, program or project. The City is not required to reimburse or repay the awarding entity any grant funds.

Industrial Development: Development efforts focusing on manufacturing enterprises and large-scale business activity.

Internal Service Fund: A fund used to finance and account for goods and services provided by one City department to other City departments on a cost reimbursement basis.

Licenses and Permits: The imposition of a fee to authorize an activity in the private sector that is conducted within the City's jurisdiction.

Maintenance and Operations Expenditures: Includes those expenditures not categorized as either employee service costs or capital outlay items. The category may include costs for supplies, materials, and contractual services.

Non-Operating Expenditures: Expenditures that do not recur every fiscal year or are incurred only once in any particular year.

Operating Expenditures: Expenditures that are incurred in the regular course of business or operation of a fund.

Personnel: A person or group of persons employed by the City of Whittier.

Program: An activity or group of similar activities organized as a sub-unit of a department for planning and administration.

Project Area: A geographic area designated by a redevelopment agency and targeted for development activity in accordance with State laws and procedures.

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Redevelopment Agency: A separate governmental entity created by a legislative body in accordance with state statutes whose main purpose is the elimination of blight in a designated (project) area. By law, redevelopment agencies are granted exclusive powers and may exercise them as deemed necessary to accomplish its objectives. Although activities and projects are restricted to the designated project area, eligible activities are many and include public improvements, rehabilitation/upgrade of existing structures, housing projects, retail development and economic revitalization programs, including financial assistance or incentives.

Retention (Self-Insurance): The amount that an insured or an insurer assumes as its own liability and that is not otherwise insured. City of Whittier has self-insurance retention for workers' compensation and general liability.

Revenues: Monies received by the City of Whittier from a variety of sources including user charges, fees, property taxes, sales taxes and grants. City operations are financed/funded through the use of revenues.

Self-Insurance: Assuming risk of loss through maintenance of reserves or another contingency plan instead of by the purchase of insurance coverage.

Service Credits: Service credit accounts are normally used to record credits that can occur when one cost center charges another for labor or equipment usage.

Special Revenue Fund: A fund type in which the proceeds of specific revenue sources are accounted for. Generally, special revenue funds are restricted and can only be used for specific purposes.

Specific Plan: A land use plan for a specific site or property or small geographic area.

Taxes: Compulsory charges levied by a governmental entity for the purpose of financing services performed for the common benefit. Many of the tax revenues received by local governments are levied and administered by the State and distributed to the local units of government.

Tax Increment Revenue: Property tax generated within the redevelopment area that accrues solely to the Whittier Redevelopment Agency.

Transfers In/Out: Inter-fund transfer of funds to subsidize operations of the recipient fund.

Toxic/Hazardous Waste: Any waste, or combination of wastes which because of its quantity, concentration, physical, chemical, or infectious characteristics, may exhibit corrosives, toxicity, flammability, and reactivity. Toxic waste includes but is not limited to pesticides, used motor oil, or cleaning solvents.

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Uptown: The historic "heart" of Whittier, it consists of commercial, office and residential properties in the area bordered by Hadley Street on the north, Mar Vista Street on the south, Pickering Avenue on the west, and Painter Avenue on the east.

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