LOCATION:
El Monte City Hall – East
City Council Chambers
11333 Valley Boulevard
El Monte, CA 91731

DATE AND TIME:
Tuesday,
January 28, 2020
6:00 p.m.

ADJOURNED REGULAR MEETING AGENDA

OF THE

CITY COUNCIL OF THE CITY OF EL MONTE

MEETING JOINTLY AND REGULARLY WITH THE EL MONTE HOUSING AUTHORITY; EL MONTE PUBLIC FINANCING AUTHORITY; EL MONTE WATER AUTHORITY; EL MONTE PARKING AUTHORITY; SUCCESSOR AGENCY TO THE FORMER EL MONTE COMMUNITY REDEVELOPMENT AGENCY; HOUSING SUCCESSOR AGENCY; AND, FROM TIME TO TIME, SUCH OTHER BODIES OF THE CITY WHOSE MEMBERSHIP IS COMPOSED EXCLUSIVELY OF THE MEMBERSHIP OF THE CITY COUNCIL

COUNCILMEMBERS/AUTHORITY MEMBERS:
Andre Quintero, Mayor
♦ Maria Morales, Mayor Pro Tem ♦ Jessica Ancona, Councilmember
♦ Victoria Martinez Muela, Councilmember ♦ Jerry Velasco, Councilmember

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1. CALL TO ORDER:

2. ROLL CALL FOR CITY COUNCIL AND AUTHORITY BODIES:

Andre Quintero, Mayor/Chair
Maria Morales, Mayor Pro Tem/Authority Member
Jessica Ancona, Councilmember/Authority Member
Victoria Martinez Muela, Councilmember/Authority Member
Jerry Velasco, Councilmember/Authority Member

3. APPROVAL OF AGENDA:

4. CLOSED SESSION (6:00 p.m. – 7:00 p.m.):

The City Council and the various Authority Bodies whose membership is composed exclusively of the membership of the City Council (collectively, the "Council") will attempt to address and complete all Closed Session business between 6:00 p.m. and 7:00 p.m. If the Council completes all Closed Session business prior to 7:00 p.m., the Council will take a short recess and commence all Open Session proceedings promptly at 7:00 p.m. In the event the City Council is unable to address or complete all agendized Closed Session items by 7:00 p.m., the Council will hear all such remaining items toward the end of the meeting, immediately following Council Communications. Should any member of the public wish to address the Council on any *agendized* Closed Session matter, the Council shall allow such person to address the Council on such matter prior to going into Closed Session, provided that all persons wishing to address the Council on an agendized Closed Session matter shall fill out a speaker card and be subject to a speaker's time limit of 3 minutes per speaker and further provided that the Council shall be under no obligation to respond to or deliberate upon any specific questions or comments posed by a speaker or take action on any issue raised by a speaker beyond such action as the City Council may be lawfully authorized to take on an agendized Closed Session matter pursuant to the Brown Act (Govt. Code Section 54950 et seq.).

4.1 Closed Session Pursuant to Government Code Section 54956.8 – Conference with Real Property Negotiator

Property Location:
11462 Lee Lane

Name of Party City is Negotiating with:
Potential Purchasers Under Terms of an RFP (Successor Agency Owned Property).

City's Designated Negotiators:
Alma K. Martinez, City Manager; and Betty Donavanik, Community and Economic Development Director; and Dave Gondek, Senior Deputy City Attorney.

Under Discussion:
Both terms of proposed marketing for sale including cost recovery terms with Oversight Board/State DOF.

4.2 Closed Session Pursuant to Government Code Section 54956.9(d)(1) – Conference with Legal Counsel – Existing Litigation Regarding the Following Related Matter: El Rovia vs. City of El Monte, Court Appeal, Second Appellate District Case No. B288134; El Rovia vs. City of El Monte, District Court Central District Case No. 2:19-CV-7506 CAS AFMx; and El Rovia vs. City of El Monte, Los Angeles Superior Court Case No. 19STCP05151.

4.3 Closed Session Pursuant to Government Code Section 54956.9(d)(1) – Conference with Legal Counsel – Existing Litigation Regarding the Following Related Matter: Greater SGV Safe Community Foundation vs. City of El Monte, Los Angeles Superior Court Case No. 19STCP05662.

4.4 Closed Session pursuant to Government Code Section 54956.9(d)(1) Conference with Legal Counsel--Existing Litigation regarding the following related matter: Raul Sepulveda v. City of El Monte, District Court Central District Case No. 2:18-CV-07973.

4.5 Closed Session pursuant to Government Code Section 54956.9(d)(1) Conference with Legal Counsel--Existing Litigation regarding the following related matter: Angel Jose Velasco v. City of El Monte, Los Angeles Superior Court Case No. 19STCV13639.

OPEN SESSION PROCEEDINGS

(Commencing at 6:00 p.m. or as soon thereafter as the City Council reconvene from Closed Session/Short Recess)

5. INVOCATION: Chaplain Manny Coronilla, Calvary Chapel.

6. FLAG SALUTE: Allyson Luevano, 4th Grader from Maxson Elementary School. Enjoys Cheerleading.

7. RECOGNITIONS, HONORS AND COMMUNITY INTEREST PRESENTATIONS:

7.1 Presentation by the City Council to Allyson Luevano from Maxson Elementary School for Leading the Pledge of Allegiance.

8. PUBLIC COMMENT REGARDING NON-AGENDIZED MATTERS:

This time has been set aside for persons in the audience to make comments or inquiries on matters within the general subject matter jurisdiction of the City Council, the Housing Authority, the Financing Authority and/or the Water Authority (collectively, the "Council") that **are not listed on this agenda**. Although no person is required to provide their name and address as a condition to attending a Council meeting, persons who wish to address the Council are asked to state their name and address. Each speaker will be limited to three (3) continuous minutes. Speakers may not lend any portion of their speaking time to other persons or borrow additional time from other persons.

Except as otherwise provided under the Brown Act (Gov. Code Section 54950 et seq.), the Council may not deliberate or take action upon any matter not listed on this posted agenda but may order that any such matter be placed on the agenda for a subsequent meeting. The Council may also direct staff to investigate certain matters for consideration at a future meeting.

All comments or queries presented by a speaker shall be addressed to the Council as a body and not to any specific member thereof. No questions shall be posed to any member of the Council except through the presiding official of the meeting, the Mayor and/or Chair. Members of the Council are under no obligation to respond to questions posed by speakers but may provide brief clarifying responses to any comment made or questions posed. The Council may not engage in any sort of prolonged discussion or deliberation with any speaker or group of speakers on matters that are not listed on this agenda.

Enforcement of Decorum: The Chief of Police, or such member, or members of the Police Department as the Chief of Police may designate, shall serve as the Sergeant-at-Arms of any Council meeting. The Sergeant-at-Arms shall carry out all orders and instructions given by the presiding official for the purpose of maintaining order and decorum at the meeting. While members of the public are free to level criticism of City policies and the action(s) or proposed action(s) of the Council or its members, members of the public may not engage in behavior that is disruptive to the orderly conduct of the proceedings, including, but not limited to, conduct that prevents other members of the public from being heard when it is their opportunity to speak or which prevents members of the audience from hearing or seeing the proceedings. Members of the public may not threaten any person with physical harm or act in a manner that may reasonably be interpreted as an imminent threat of physical harm. All persons attending the meeting must adhere to the City's policy barring harassment based upon a person's race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, gender, sexual orientation or age.

9. CITY TREASURER'S REPORT:

10. DEMAND RESOLUTION NO. D-613

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL MONTE, CALIFORNIA, ALLOWING CERTAIN CLAIMS AND DEMANDS AND SPECIFYING THE FUNDS OUT OF WHICH THE SAME ARE TO BE PAID.
THE CITY COUNCIL OF THE CITY OF EL MONTE, CALIFORNIA, DOES RESOLVE AS FOLLOWS: SECTION 1. That the attached list of claims, demands, and payroll totaling $5,249,738.46 have been examined by the City Treasurer and that warrant numbers 1087763 through 1088247 and the payroll ending December 31, 2019 inclusive are hereby allowed in the amounts and ordered paid out of the respective funds as set forth.

11. APPROVAL OF MINUTES:

Adjourned Regular Meeting Minutes of January 14, 2020.

12. CONSENT CALENDAR:

All matters listed under the Consent Calendar are considered to be routine in nature and may be enacted by one motion approving the recommendation listed on the Agenda. One or more items may be removed from the Consent Calendar so that they may be discussed, considered and voted upon individually by the Council. A matter may be removed from the Consent Calendar and taken up separately by way of a seconded motion of any member of the Council with the approval of a majority of the Council quorum.

12.1 Waiver of Full Reading of Ordinance(s).

RECOMMENDATION OF BUSINESS ITEM UNDER CONSIDERATION:

It is recommended that the City Council:

1. Approval to waive full reading (except title) of all ordinances appearing on the City Council agenda as authorized under Government Code Section 36934, unless otherwise directed by the City Council.

12.2 Approval of Request to Serve Wine and "Spirits" Liquor at the Following City-Owned Facility.

RECOMMENDATION OF BUSINESS ITEM UNDER CONSIDERATION:

It is recommended that the City Council consider and approve the request to serve/sell wine and "Spirits" liquor at the following City-owned facility:

Non-Private User	**Event**	**Date**
El Monte Women's Club (Grace T. Black Auditorium)	Scholarship Dinner (Attendance 100)	Friday, February 21, 2020 5:30 p.m. – 9:30 p.m.
El Monte Women's Club (Grace T. Black Auditorium)	Fashion Show (Attendance 100)	Saturday, April 25, 2020 10:30 a.m. – 2:00 p.m.

Private User	**Event**	**Date**
Alba Brenes (Grace T. Black Auditorium)	Wedding (Attendance 200)	Saturday, May 23, 2020 6:00 p.m. – 11:30 p.m.
Roxana Vides (Grace T. Black Auditorium)	Quinceañera (Attendance 250)	Saturday, August 1, 2020 7:00 p.m. – 12:30 a.m.

Total Cost: N/A Account No: N/A
Is the cost of this item budgeted? N/A

12.3 Approval of a Resolution Designating Thursday, March 12, 2020 as the 2020 Commemoration of Arbor Day in the City of El Monte.

RECOMMENDATION OF BUSINESS ITEM UNDER CONSIDERATION:

It is recommended that the City Council:

1. Adopt a Resolution approving the commemoration of Arbor Day.

Total Cost: N/A Account No: N/A
Is the cost of this item budgeted? N/A

Resolution No. 10080

13. PUBLIC HEARINGS:

13.1 A Public Hearing to Consider and Approve an Ordinance Amending Sections 5.80.050 (Dwelling Unit Tax Payable on Dwelling Unit Locations Improved with Three or Fewer Dwelling Units) of Chapter 5.80 (Rental Dwelling Use Tax) of Title 5 (Business Licenses and Regulations) to Provide for Calendar Year Collection of such Dwelling Unit Tax.

RECOMMENDATION OF BUSINESS ITEM UNDER CONSIDERATION:

It is recommended that the City Council:

1. Open the public hearing;
2. Receive presentation from staff;
3. Pose question to staff;
4. Allow members of the public to offer comment;
5. Pose follow-up questions to staff;
6. Close the public hearing; and
7. Approve the proposed Ordinance by no less than three (3) votes for first reading.

Total Cost: N/A Account No: N/A
Is the cost of this item budgeted? N/A

Ordinance No. 2966

13.2 A Public Hearing to Consider and Approve a Resolution of the City Council of the City of El Monte, California Authorizing the Reallocation of Quimby In Lieu Fees for the Improvement and Rehabilitation of Public Park Facilities from Fletcher Park to Gibson Mariposa Park Pursuant to Government Code Section 66477(A)(3)(B).

RECOMMENDATION OF BUSINESS ITEM UNDER CONSIDERATION:

It is recommended that the City Council:

1. Open the public hearing;
2. Receive the presentation from staff;
3. Pose questions to staff;
4. Allow members of the public to offer comment;
5. Pose follow up questions to staff;
6. Close the public hearing;
7. Approve the proposed Resolution by no less than three (3) votes to authorize the expenditure of Quimby in Lieu Fees in an amount not-to-exceed $100,000 for improvements and rehabilitation of public park facilities at Gibson Mariposa Park.

Total Cost: N/A Account No: N/A
Is the cost of this item budgeted? N/A

Resolution No. 10081

14. REGULAR AGENDA:

14.1 Receive and File the Comprehensive Annual Financial Report (CAFR) of the City of El Monte for the Year Ended June 30, 2019.

RECOMMENDATION OF BUSINESS ITEM UNDER CONSIDERATION:

It is recommended that the City Council:

1. Receive and file the Comprehensive Annual Financial Report (CAFR) of the City of El Monte for the year ended June 30, 2019.

Total Cost: N/A Account No: N/A
Is the cost of this item budgeted? N/A

14.2 Consideration and Approval of a Resolution for Submission of an Application Under the Department of Housing and Community Development's Infill Infrastructure Grant Program.

RECOMMENDATION OF BUSINESS ITEM UNDER CONSIDERATION:

It is recommended that the City Council:

1. Consider and adopt the attached Resolution approving an application for state funds from the Department of Housing and Community Development's Infill Infrastructure Grant Program for capital improvements to the El Monte Metro project including constructing new open green space and widening Railroad Street; and
2. Authorize the City Manager to make all conforming modifications and edits and execute all implementing documents.

Total Cost: N/A Account No: N/A
Is the cost of this item budgeted? N/A

Resolution No. 10082

14.3 Consideration and Approval for the Purchase of LED Street Light Housing and Hardware from Wesco Distribution to Convert City-Owned Streets Lights.

RECOMMENDATION OF BUSINESS ITEM UNDER CONSIDERATION:

It is recommended that the City Council:

1. Consider and approve the purchase of LED street light housing and hardware to convert City-owned street lights from Wesco Distribution for not-to-exceed amount of $30,000.

Total Cost: $30,000 Account No: 100-67-686-6218
Is the cost of this item budgeted? Yes

14.4 Consideration and Approval of a Resolution Updating the Citywide Classification and Compensation and Repealing and Replacing Resolution No. 10075 Approved December 17, 2019.

RECOMMENDATION OF BUSINESS ITEM UNDER CONSIDERATION:

It is recommended that the City Council:

1. Consider and approve the attached Resolution updating the Citywide Classification and Compensation Plan, effective February 1, 2020.

Total Cost: $119,079 Account No: Various
Is the cost of this item budgeted? No

Resolution No. 10083

15. CITY ATTORNEY'S AGENDA:

15.1 2019 Review and 2020 Goals Presentation.

16. CITY MANAGER'S AGENDA:

16.1 Police Department Update.

17. WRITTEN COMMUNICATIONS:

18. COUNCIL COMMUNICATIONS/REPORTS:

18A. Mayor Quintero

18A.1 Update Regarding Charter City, City Council Expansion and District Elections.

18A.2 Update Regarding Campaign Finance.

18B. Mayor Pro Tem Morales

18B.1 City-Sponsored Bus Passes for K-12 Students.

18C. Councilwoman Ancona

18D. Councilwoman Martinez Muela

18D.1 Discussion Regarding Autism Awareness Month, April 2020.

18E. Councilman Velasco

18E.1 Update Regarding Homeless County Report.

18E.2 Update Regarding Census 2020.

19. ADJOURNMENT: Adjourn in Memory of Joseph "Big Joe" Morales, former Little League President, Respected Community Member and Mentor

The next Regular Meeting of the City Council will be held on **February 4, 2020** at 6:00 p.m. This Agenda will be posted on the City's website, www.ci.el-monte.ca.us, and physically posted no less than 72 hours prior to the start of the subject regular meeting. Although it is the City's practice and desire to electronically post a copy of this Agenda along with supporting material as part of its website posting, the size or formatting of certain supporting materials may render their website posting infeasible. Nevertheless, all supporting materials related to any item on this Agenda, that is made available to the members of the council may be inspected by members of the public at the City Clerk's Office located at 11333 Valley Boulevard, El Monte, Monday through Thursday, 7:00 am – 5:30 pm. For more information, please call the City Clerk's Office at 626-580-2016.

All public meetings and events sponsored or conducted by the City of El Monte are held in sites accessible to persons with disabilities. Requests for accommodations may be made by calling the office of the City Clerk at (626) 580-2016 at least three (3) working days prior to the event, if possible. This Agenda and copies of documents distributed at the meeting are available in alternative formats upon request.

Posted: January 23, 2020 at 7:00 p.m.

2019 Upcoming Events

DATE	TIME	LOCATION
SUN. – JAN. 26th	1:00 P.M. – 3:00 P.M.	TEA PARTY LA HISTORIA SOCIETY MUSEUM 3240 Tyler Avenue, El Monte
TUES.– JAN. 28th	6:00 P.M. CLOSED SESSION 7:00 P.M. OPEN SESSION	REGULAR CITY COUNCIL MEETING El Monte City Hall Council Chamber 11333 Valley Boulevard, El Monte
THURS.- JAN 30th	10:00 A.M.	BUSINESS OF THE MONTH PRESENTATION RAMONA NURSING & REHABILITATION CENTER 11900 Ramona Boulevard, El Monte, CA
THURS.-JAN. 30th	5:30 P.M.	LAMBERT PARK COMMUNITY OUTREACH AND PROJECT UPDATE MEETING Lambert Park 11431 McGirk Avenue, El Monte
SAT. – FEB. 8th	9:00 a.m.	COFFEE WITH THE CITY MANAGER El Monte City Hall – Administrative Parking Lot 11333 Valley Boulevard, El Monte
SAT. – FEB. 8th	10:00 A.M.	CHARGING STATION PLUG-IN EVENT El Monte City Hall – Charging Station Parking Lot Area 11333 Valley Boulevard, El Monte
SAT. – FEB. 8th	11:00 A.M.	RAMONA & VALLEY INTERSECTION GROUNDBREAKING Intersection of Ramona Blvd/Main St. (Valley Mall)
SAT. – FEB. 8th	12:30 P.M. – 4:00 P.M.	CHINESE NEW YEAR CELEBRATION Location To Be Determined PLEASE NOTE THAT THE START TIME HAS BEEN MOVED BACK TO 12:30 P.M.
SAT. – FEB. 8th	12:00 P.M. – 5:00 P.M.	CLUB DURAZO VALENTINE DANCE Jack Crippen Senior Center 3120 Tyler Avenue, El Monte
THURS.-FEB. 13th	5:30 P.M. – 8:00 P.M.	INSTALLATION MEALS ON WHEELS DINNER El Sombrero Restaurant 3550 Santa Anita Avenue, El Monte

Agency Meeting Schedule and City Delegates

AGENCY	TIME	LOCATION
County/City Selection Committee League of California Cities	1st Thursday of each month at 7:30 p.m.	Mayor Andre Quintero
Independent Cities Association	2nd Thursday of month at 7:30 p.m. (except. Feb., July, and Dec.)	Delegate: Councilwoman Martinez Muela Alternate: Councilwoman Ancona
Independent Cities Risk Management	2nd Wednesday; even months at 10:00 a.m.	Delegate: Councilman Velasco Alternate: Angela McCray, HR Director Sub Alternate: John Nguyen
League of California Cities	1st Thursday of each month at 6:30 p.m.	Delegate: Councilwoman Ancona
Sanitation District #15	4th Wednesday of each month at 1:30 p.m.	Director: Mayor Quintero Alternate: Councilwoman Martinez Muela
Disaster Council	(Meetings called by the Chair)	Delegate: Councilwoman Martinez Muela Alternate: Councilwoman Ancona
Mosquito Abatement District	2nd Friday of each month at 7:00 a.m.	Delegate: Councilman Velasco Alternate: Councilwoman Martinez Muela
COG San Gabriel Valley Council of Governments	4th Monday of each month at 12:00 p.m.	Delegate: Councilman Velasco Alternate: Councilwoman Ancona
San Gabriel Valley Economic Partnerships of Commerce and Cities	3rd Thursday of each month at 8:00 a.m.	Delegate: Councilwoman Morales Alternate: Councilman Velasco
Foothill Transit Zone	Annual meeting in May. Time Varies.	Zone Member Delegate: Councilwoman Ancona Zone Member Alternate: Councilwoman Morales
ACE Alameda Corridor East	4th Monday of each month at 2:00 p.m.	Delegate: Councilwoman Martinez Muela Alternate: Councilwoman Ancona
METRO San Gabriel Valley Service Sector Governance Council	2nd Monday of each month at 5:00 p.m.	Delegate: Councilwoman Ancona Alternate: Councilwoman Morales
SCAG Southern California Association of Governments	1st Thursday of each month at 9:30 a.m.	Delegate: Councilwoman Morales Alternate: Councilwoman Ancona

Vendor Type	Vendor Name	Vendor Code	Check #	Check Date	Invoice #	Invoice Date	Description	Amount	Vendor Total
P							NET PAYROLL 12/16/19 - 12/31/19	1,083,319.96	
P	**Net Payroll**								**1,083,319.96**
P	AFLAC	01268	1088138	1/16/2020	DEC 2019	12/25/2019	AC#AAX41 INV#762620 DEC 2019 LIFE INS.- HR/RM	138.26	
P	AFLAC	01268	1088138	1/16/2020	DEC 2019	12/25/2019	AC#AAX41 INV#762620 DEC 2019 LIFE INS.- HR/RM	1,405.76	**1,544.02**
P	AMERICAN FIDELITY ASSURANCE	12375	1087997	1/9/2020	NOV 2019	12/23/2019	INV #D088565 NOV 2019 AO, CANCR, CRITI, LIFE INS. - HR / RISK MGMT	20,147.35	
P	AMERICAN FIDELITY ASSURANCE	12375	1087998	1/9/2020	DEC 2019	12/23/2019	INV #D100630 DEC 2019 AO, CANCR, CRITI, LIFE INS. - HR / RISK MGMT	20,638.79	
P	AMERICAN FIDELITY ASSURANCE	12314	1087999	1/9/2020	P/E: 12/31/19	1/9/2020	SEC. 125 DEF FLEX BEN	3,696.81	**44,482.95**
P	AMERICAN HERITAGE LIFE	10979	1088139	1/16/2020	DEC 2019	12/26/2019	CASE #PA 145 DEC 2019 ALLSTATE INSURANCE PREMIUM - HR/RM	677.50	**677.50**
P	CA PUBLIC EMPLOYEES RETIREMENT	03048	0108202001	1/8/2020	JAN 2020	1/8/2020	JAN 2020 MED. FOR RET/ACTIVE MEMBERS	319,566.43	**319,566.43**
P	CALIF STATE DISBURSEMENT/UNIT	04723	0109202012	1/9/2020	P/E: 12/31/19	1/9/2020		4,091.50	**4,091.50**
P	CATALYST CORPORATE FEDERAL CU	04610	0109202006	1/9/2020	P/E: 12/31/19	1/9/2020	EL MONTE CREDIT UNION: PAYMENT	54,371.55	**54,371.55**
P	CHLIC-CHICAGO (CIGNA HEALTH	08371	1088156	1/16/2020	JAN 2020	12/23/2019	INV#2581941 JAN 2020 CIGNA DENTAL - HR/RM	81.30	**81.30**
P	CITY OF EL MONTE	04622	1088026	1/9/2020	P/E: 12/31/19	1/9/2020	GARNISHMENT FEE/LOAN: PAYMENT	31.33	**31.33**
P	DEPARTMENT OF TREASURY	04731	0109202001	1/9/2020	P/E: 12/31/19	1/9/2020	FEDERAL TAX: PAYMENT	196,233.48	
P	DEPARTMENT OF TREASURY	04732	0109202002	1/9/2020	P/E: 12/31/19	1/9/2020	MEDICARE TAX: PAYMENT	44,006.70	**240,240.18**
P	EL MONTE CITY EMPLOYEES CR UN	06796	0109202011	1/9/2020	P/E: 12/31/19	1/9/2020	CREDIT UNION YARD ACCOUNT: PAYMENT	292.00	
P	EL MONTE CITY EMPLOYEES CR UN	04613	0109202013	1/9/2020	P/E: 12/31/19	1/9/2020	POLICE CREDIT UNION: PAYMENT	210.00	**502.00**
P	EL MONTE POLICE ASSOCIATION	04631	1088033	1/9/2020	P/E: 12/31/19	1/9/2020	ADMINISTRATOR PD DUES: PAYMENT	10,706.56	
P	EL MONTE POLICE ASSOCIATION	04630	1088034	1/9/2020	P/E: 12/31/19	1/9/2020	LONG TERM DISABILITY - POLICE: PAYMENT	1,599.61	**12,306.17**
P	EMPLOYMENT DEVELOPMENT	04730	0109202004	1/9/2020	P/E: 12/31/19	1/9/2020	STATE WITHOLDING TAX: PAYMENT	78,225.85	**78,225.85**
P	EMPLOYMENT DEVELOPMENT DEPT	12591	1088036	1/9/2020	P/E: 12/31/19	1/9/2020	EMPLOYMENT DEVELOPMENT DEPT: PAYMENT	250.00	**250.00**
P	FIDELITY SECURITY LIFE	10747	1088170	1/16/2020	DEC 2019	11/21/2019	INV#164130676 DEC 2019 EYEMED VISION	4,069.40	
P	FIDELITY SECURITY LIFE	10747	1088171	1/16/2020	JAN 2020	12/22/2019	INV#164171578 JAN 2020 EYEMED VISION	4,471.01	**8,540.41**
P	FRANCHISE TAX BOARD	04616	1088043	1/9/2020	P/E: 12/31/19	1/9/2020	STATE OF CAL FRAN TAX BOARD: PAYMENT	521.10	**521.10**
P	KAISER FOUNDATION HEALTH PLAN	12263	1088184	1/16/2020	FEB 2020	12/25/2019	BILLING UNIT #057504704 FEB 2020 HEALTH INS FOR ACA ELIGIBLE P/T EMPLOY	2,507.43	**2,507.43**
P	NATIONAL DEFERRED	04633	0109202003	1/9/2020	P/E: 12/31/19	1/9/2020	PART TIME DEF. COMPENSATION: PAYMENT	4,611.31	**4,611.31**
P	NATIONWIDE RETIREMENT SOLUTION	11991	0109202005	1/9/2020	P/E: 12/31/19	1/9/2020	401 (A) EXECUTIVE PLAN: PAYMENT	6,662.91	
P	NATIONWIDE RETIREMENT SOLUTION	04635	0109202007	1/9/2020	P/E: 12/31/19	1/9/2020	457 DEFERRED COMP CITY MANAGER: PAYMENT	82,754.61	**89,417.52**
P	PARS SUPPLEMENTAL RETIREMENT	03734	0109202008	1/9/2020	P/E: 12/31/19	1/9/2020	PARS SUPPLEMENTAL RETIREMENT: PAYMENT	17,298.42	**17,298.42**
P	PERS LONG TERM CARE PROGRAM	04612	1088092	1/9/2020	P/E: 12/31/19	1/9/2020	LONG TERM CARE-MID MANAGEMENT: PAYMENT	343.92	**343.92**
P	PUBLIC EMPLOYEES' RETIREMENT	03047	1001471220	1/6/2020	12.23.19	12/23/2019	RETRO ADJUSTMENTS FOR PAY PERIODS 01.01.19-06.30.19 & 10.16.19-10.31.19	3,865.39	
P	PUBLIC EMPLOYEES' RETIREMENT	03047	1001480814	1/13/2020	P/E: 12/15/19	12/24/2019	PENSION PLAN (PERS): PAYMENT	334,228.67	**338,094.06**
P	SEIU LOCAL #721	04628	0109202010	1/9/2020	P/E: 12/31/19	1/9/2020	SEIU DUES, FEES, COPE: PAYMENT	5,623.78	**5,623.78**
P	STANDARD INSURANCE CO	03563	1088225	1/16/2020	JAN 2020	12/19/2019	POL#00 495885 JAN 2020 MGMT LTD INS	1,201.98	**1,201.98**
P	THE "SAVE OUR SERVICES" (SOS)	04621	1088116	1/9/2020	P/E: 12/31/19	1/9/2020	SAVE OUR SERVICES FUND: PAYMENT	4.00	**4.00**
P	THE HARTFORD - PRIORITY	02240	1088232	1/16/2020	JAN 2020	1/14/2020	INV#945313281726 JAN 2020 BASIC LIFE INS POL#OGL221081 - HR	2,184.20	
P	THE HARTFORD - PRIORITY	02241	1088233	1/16/2020	DEC 2019	1/13/2020	INV#059981357215 DEC 2019 SUPP. LIFE INS.	7,680.00	
P	THE HARTFORD - PRIORITY	02241	1088234	1/16/2020	JAN 2020	1/14/2020	INV#051402129963 JAN 2020 SUPP. LIFE INS.	6,784.28	**16,648.48**
P	UNITED HEALTHCARE INSURANCE	07124	1088237	1/16/2020	JAN 2020	12/16/2019	INV#898344404016 JAN 2020 VISION INSURANCE	116.50	**116.50**
P	**Payroll Vendor Total**								**1,241,299.69**
O	CHENG	12912	1088024	1/9/2020	181172	12/3/2019	REFUND GRADING BOND DEPOSIT 4208 CYPRESS AVE - PW	2,076.00	**2,076.00**
O	EL MONTE SS PROPERTIES, LLC	12961	1088247	1/16/2020	185600	1/9/2020	REFUND DEMOLITION BOND 4350 TEMPLE CITY BLVD - ECON DEV	170,000.00	**170,000.00**
O	**One Time Vendor Total**								**172,076.00**
R	ACOSTA	00434	1087763	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	485.39	**485.39**
R	ADAMSON POLICE PRODUCTS	01255	1087991	1/9/2020	IV315900	11/29/2019	P226, 9MM LEGION BLK, 3 BLK G10 GRIP (3) 15RD MAGS, 20RD 9MM MAGAZIN	704.87	**704.87**
R	ADLERHORST INTERNATIONAL LLC	01259	1087992	1/9/2020	104076	12/17/2019	12/17-18/19 NARCO RE-CERTIFICATION: I RODRIGUEZ / GIRGLE - PD	800.00	**800.00**
R	AGUILERA	03308	1087764	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,189.78	**1,189.78**

Vendor Type	Vendor Name	Vendor Code	Check #	Check Date	Invoice #	Invoice Date	Description	Amount	Vendor Total
R	AGUIRRE	10431	1087765	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	485.39	**485.39**
R	ALAN PALERMO CONSULTING	10411	1087993	1/9/2020	EM018-165	12/16/2019	10/27-11/30/19 LAMBERT PARK PROJECT MGMT SRVCS - P&R	2,160.00	
R	ALAN PALERMO CONSULTING	10411	1087993	1/9/2020	EM018-167	12/30/2019	12/01-12/28/19 LAMBERT PARK PROJECT MGMT SRVCS - P&R	2,400.00	**4,560.00**
R	ALL CITY MANAGEMENT SERVICES	01290	1087994	1/9/2020	65226	11/29/2019	NOV 2019 SCHOOL CROSSING GUARD SVCS - NEIGHBORHOOD SVCS DIV.	13,350.80	**13,350.80**
R	ALVA	08000	1087766	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,588.41	**1,588.41**
R	ALVAREZ, ANTHONY	05577	1087767	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,151.48	**1,151.48**
R	ALVAREZ, ANTONIO	03271	1087768	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	160.43	**160.43**
R	ALVAREZ, MANUEL	06560	1087995	1/9/2020	12.19.19	12/19/2019	DELINQUENT BUS. LIC COLLECTION FEE - BUSI LIC	6,550.61	**6,550.61**
R	AMDG AVIATION, INC.	06948	1087996	1/9/2020	20655B	1/1/2020	JAN 2020 HANGER RENTAL FEE / DEC 2019 HANGER SCE ELECTRIC - PD	2,100.59	**2,100.59**
R	ANCHETA	03236	1087769	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	148.03	**148.03**
R	ANDERSON PENNA PARTNERS, INC.	12459	1088000	1/9/2020	7938	12/9/2019	PROF SVCS FOR CIP NO.831 THRU 11.30.19 SRTS CYCLE 10, ROUNABOUT-ENGIN	4,585.20	**4,585.20**
R	ANDREOLI	03260	1087770	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,151.48	**1,151.48**
R	ANKENY	03239	1087771	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,711.00	**1,711.00**
R	ANTONITIS	05580	1087772	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,151.48	**1,151.48**
R	ARELLANO, SARA	03286	1087773	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	200.43	**200.43**
R	ARELLANO, THEODORE	03270	1087774	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	160.43	**160.43**
R	ARMSTRONG, AARON	11671	1087775	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	525.39	**525.39**
R	ARMSTRONG, THOMAS	07045	1087776	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,846.68	**1,846.68**
R	AT & T	01391	1088001	1/9/2020	414154-11/19	11/1/2019	AC#337 841-4154 (11/01/19 - 11/30/19) - PD	172.47	
R	AT & T	01391	1088002	1/9/2020	266372-11/19	11/1/2019	AC#250 626-6372 (11/01/19 - 11/30/19) - PD	20.12	
R	AT & T	01394	1088003	1/9/2020	9391050143-12/19	12/13/2019	BILL PAYER (BAN) 9391050143 INV#14026534 (PD)	1,288.62	
R	AT & T	01394	1088004	1/9/2020	9391026243-12/19	12/13/2019	BILL PAYER (BAN) 9391026243 INV#14026879	2,924.67	
R	AT & T	01394	1088005	1/9/2020	9391050185-12/19	12/13/2019	BILL PAYER (BAN) 9391050185 INV#14026553	494.05	
R	AT & T	01394	1088006	1/9/2020	9391063195-01/20	1/1/2020	BILL PAYER (BAN) 9391063195 INV#14121779 (VOIP)	480.26	
R	AT & T	01395	1088007	1/9/2020	9391061462-12/19	12/10/2019	BILL PAYER (BAN) 9391061462 INV#14013919 - CITYWIDE	505.01	
R	AT & T	01395	1088008	1/9/2020	14093557	12/27/2019	ACCT#CLAPDELMONTE 11.27-12.26.19 - PD	358.74	
R	AT & T	10320	1088009	1/9/2020	9157832506	12/29/2019	ACCT#831-000-5327 119 PD & CITY INTERNET SRVCS	3,115.20	
R	AT & T	10324	1088010	1/9/2020	287493117-12/19	12/20/2019	AC#287493117 (12/21/19- 01/20/20) SCADA - WATER DIV.	80.25	
R	AT & T	01391	1088140	1/16/2020	414154-01/20	1/1/2020	AC#337 841-4154 (01/01/20 - 01/31/20) - PD	173.50	
R	AT & T	01391	1088141	1/16/2020	495349-01/20	1/1/2020	AC#626 449-5349 (01/01/20 - 01/31/20) - PD	54.32	
R	AT & T	01391	1088142	1/16/2020	266372-01/20	1/1/2020	AC#250 626-6372 (01/01/20 - 01/31/20) - PD	20.12	
R	AT & T	01394	1088143	1/16/2020	9391036375-12/19	12/13/2019	BILL PAYER (BAN) 9391036375 INV#14028601 CYPRESS STATION PHONE LINES -	84.38	
R	AT & T	01394	1088143	1/16/2020	9391036375-11/19	11/13/2019	BILL PAYER (BAN) 9391036375 INV#13904765 CYPRESS STATION PHONE LINES -	84.81	
R	AT & T	04438	1088144	1/16/2020	3114547878	1/1/2020	ACCT#8002-950-2269 FOR JAN 2020 PD	479.58	**10,336.10**
R	AT & T TELECONFERENCE SERVICES	07510	1088145	1/16/2020	001-008863	1/1/2020	AC#43411325-00001 JAN 2020 - CMO	16.64	**16.64**
R	ATKINSON	10560	1088146	1/16/2020	11.23-26.19	1/15/2020	REIMB FLIGHT FOR C.N.O.A. CONF IN RENO, NV - PD	493.92	**493.92**
R	ATLAS BACKFLOW INC.	12160	1088011	1/9/2020	20660	10/9/2019	BACKFLOW TESTS AND REPAIRS - PW MAINT.	2,400.00	**2,400.00**
R	AUGUST JR	03298	1087777	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	145.99	**145.99**
R	AUTOSQUARE COLLISION	01407	1088012	1/9/2020	17946	8/8/2019	REPAIRS TO PD VEH UNIT #419	2,098.44	**2,098.44**
R	AVALOS JR	12819	1088147	1/16/2020	12.16-18.19	1/9/2020	REIMB MILEAGE & LUNCH: SFST TEST RIVERSIDE - PD	185.92	
R	AVALOS JR	12819	1088148	1/16/2020	12.19-20.19	1/8/2020	REIMB MILEAGE & LUNCH: ARIDE RIVERSIDE - PD	118.48	**304.40**
R	AVENU MUNISERVICES	02771	1088013	1/9/2020	INV06-007301	10/31/2019	SUTA SVCS FOR THE TAX QTR ENDING 6/30/19 - SERVICE CA (FINANCE)	1,330.38	
R	AVENU MUNISERVICES	02771	1088013	1/9/2020	INV06-007302	10/31/2019	SUTA -DISTRICT TAX - SVCS FOR THE TAX QTR ENDING 6/30/19 - (FINANCE)	153.69	**1,484.07**
R	AVFUEL CORPORATION	06458	1088149	1/16/2020	1105191617	11/5/2019	AC#ELMON (10/30/19 - 11/05/19 PD AVIATION FUEL)	580.75	
R	AVFUEL CORPORATION	06458	1088149	1/16/2020	1126191626	11/26/2019	AC#ELMON (11/20/19 - 11/26/19 PD AVIATION FUEL)	486.94	
R	AVFUEL CORPORATION	06458	1088149	1/16/2020	1203191802	12/3/2019	AC#ELMON (11/27/19 - 12/03/19 PD AVIATION FUEL)	331.19	
R	AVFUEL CORPORATION	06458	1088149	1/16/2020	1112191631	11/12/2019	AC#ELMON (11/06/19 - 11/12/19 PD AVIATION FUEL)	760.23	**2,159.11**
R	BALLINGER	08690	1087778	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	506.24	**506.24**
R	BANK OF AMERICA	12063	0106202001	12/23/2019	November 2019	11/4/2019	AC#2108 - Comm Svcs Div - Servin, Amber	113.29	
R	BANK OF AMERICA	12063	0106202002	12/23/2019	November 2019	11/4/2019	AC#1191 - Transportation Div - Zadok, Sarah	731.49	

Vendor Type	Vendor Name	Vendor Code	Check #	Check Date	Invoice #	Invoice Date	Description	Amount	Vendor Total
R	BANK OF AMERICA	12063	0106202003	12/23/2019	November 2019	11/4/2019	AC#3588 - CMO - Aguilar, Leticia	25.00	
R	BANK OF AMERICA	12063	0106202004	12/23/2019	November 2019	11/5/2019	AC#9478 - CMO - Martinez, Alma	52.58	
R	BANK OF AMERICA	12063	0106202005	12/23/2019	November 2019	11/6/2019	AC#3588 - CMO - Aguilar, Leticia	144.00	
R	BANK OF AMERICA	12063	0106202007	12/23/2019	November 2019	11/6/2019	AC#3612 - Parks/Rec - Del Real, Lisa	187.06	
R	BANK OF AMERICA	12063	0106202008	12/23/2019	November 2019	11/6/2019	AC#9478 - CMO - Martinez, Alma	137.50	
R	BANK OF AMERICA	12063	0106202009	12/23/2019	November 2019	11/7/2019	AC#3539 - HR - Nguyen, John	28.06	
R	BANK OF AMERICA	12063	0106202010	12/23/2019	November 2019	11/7/2019	AC#3554 - Pub Wks Div - Ortiz, Christopher	444.00	
R	BANK OF AMERICA	12063	0106202011	12/23/2019	November 2019	11/7/2019	AC#2365 - Neighborhood Svc - Ramos, Matt	74.06	
R	BANK OF AMERICA	12063	0106202012	12/23/2019	November 2019	11/7/2019	AC#1055 - Planning Div. - Donavanik, Betty	75.00	
R	BANK OF AMERICA	12063	0106202013	12/23/2019	November 2019	11/7/2019	AC#9478 - CMO - Martinez, Alma	3.95	
R	BANK OF AMERICA	12063	0106202014	12/23/2019	November 2019	11/8/2019	AC#5718 - Pub Wks Div - Kadel, Bret	350.00	
R	BANK OF AMERICA	12063	0106202015	12/23/2019	November 2019	11/8/2019	AC#2365 - Neighborhood Svc - Ramos, Matt	430.00	
R	BANK OF AMERICA	12063	0106202016	12/23/2019	November 2019	11/8/2019	AC#3554 - Pub Wks Div - Ortiz, Christopher	936.65	
R	BANK OF AMERICA	12063	0106202017	12/23/2019	November 2019	11/11/2019	AC#3430 - Finance Dept. - Blakeley, Anne	23.13	
R	BANK OF AMERICA	12063	0106202018	12/23/2019	November 2019	11/11/2019	AC#3430 - Finance Dept. - Blakeley, Anne	29.14	
R	BANK OF AMERICA	12063	0106202019	12/23/2019	November 2019	11/12/2019	AC#3612 - Parks/Rec - Del Real, Lisa	479.60	
R	BANK OF AMERICA	12063	0106202020	12/23/2019	November 2019	11/14/2019	AC#5718 - Pub Wks Div - Kadel, Bret	180.00	
R	BANK OF AMERICA	12063	0106202021	12/23/2019	November 2019	11/14/2019	AC#1055 - Planning Div. - Donavanik, Betty	250.00	
R	BANK OF AMERICA	12063	0106202022	12/23/2019	November 2019	11/14/2019	AC#1055 - Planning Div. - Donavanik, Betty	250.00	
R	BANK OF AMERICA	12063	0106202023	12/23/2019	November 2019	11/14/2019	AC#1151 - Pub Wks Div - Perrine, Randy	61.60	
R	BANK OF AMERICA	12063	0106202024	12/23/2019	November 2019	11/14/2019	AC#1151 - Pub Wks Div - Perrine, Randy	149.00	
R	BANK OF AMERICA	12063	0106202025	12/23/2019	November 2019	11/14/2019	AC#1151 - Pub Wks Div - Perrine, Randy	298.00	
R	BANK OF AMERICA	12063	0106202026	12/23/2019	November 2019	11/15/2019	AC#1151 - Pub Wks Div - Perrine, Randy	50.00	
R	BANK OF AMERICA	12063	0106202027	12/23/2019	November 2019	11/15/2019	AC#1151 - Pub Wks Div - Perrine, Randy	50.00	
R	BANK OF AMERICA	12063	0106202028	12/23/2019	November 2019	11/15/2019	AC#1055 - Planning Div. - Donavanik, Betty	27.49	
R	BANK OF AMERICA	12063	0106202029	12/23/2019	November 2019	11/15/2019	AC#1055 - Planning Div. - Donavanik, Betty	53.02	
R	BANK OF AMERICA	12063	0106202029	12/23/2019	November 2019	11/6/2019	AC#1055 - Planning Div. - Donavanik, Betty - Credit	(49.49)	
R	BANK OF AMERICA	12063	0106202030	12/23/2019	November 2019	11/15/2019	AC#1055 - Planning Div. - Donavanik, Betty	61.58	
R	BANK OF AMERICA	12063	0106202031	12/23/2019	November 2019	11/15/2019	AC#3612 - Parks/Rec - Del Real, Lisa	256.83	
R	BANK OF AMERICA	12063	0106202032	12/23/2019	November 2019	11/15/2019	AC#3612 - Parks/Rec - Del Real, Lisa	70.00	
R	BANK OF AMERICA	12063	0106202033	12/23/2019	November 2019	11/15/2019	AC#3638 - Comm Svcs Div - Burl, Victoria	70.00	
R	BANK OF AMERICA	12063	0106202034	12/23/2019	November 2019	11/18/2019	AC#3424 - Comm Svcs Div - Ramirez, Teresa	170.00	
R	BANK OF AMERICA	12063	0106202035	12/23/2019	November 2019	11/18/2019	AC#2365 - Neighborhood Svc - Ramos, Matt	525.52	
R	BANK OF AMERICA	12063	0106202036	12/23/2019	November 2019	11/20/2019	AC#3638 - Comm Svcs Div - Burl, Victoria	109.96	
R	BANK OF AMERICA	12063	0106202037	12/23/2019	November 2019	11/20/2019	AC#5327 - HR - King, Bianca	199.00	
R	BANK OF AMERICA	12063	0106202038	12/23/2019	November 2019	11/21/2019	AC#2108 - Comm Svcs Div - Servin, Amber	50.00	
R	BANK OF AMERICA	12063	0106202039	12/23/2019	November 2019	11/21/2019	AC#1191 - Transportation Div - Zadok, Sarah	40.00	
R	BANK OF AMERICA	12063	0106202040	12/23/2019	November 2019	11/22/2019	AC#3638 - Comm Svcs Div - Burl, Victoria	127.38	
R	BANK OF AMERICA	12063	0106202041	12/23/2019	November 2019	11/22/2019	AC#3638 - Comm Svcs Div - Burl, Victoria	127.38	
R	BANK OF AMERICA	12063	0106202042	12/23/2019	November 2019	11/22/2019	AC#3424 - Comm Svcs Div - Ramirez, Teresa	811.20	
R	BANK OF AMERICA	12063	0106202043	12/23/2019	November 2019	11/25/2019	AC#3588 - CMO - Aguilar, Leticia	1,318.77	
R	BANK OF AMERICA	12063	0106202044	12/23/2019	November 2019	11/25/2019	AC#1191 - Transportation Div - Zadok, Sarah	40.00	
R	BANK OF AMERICA	12063	0106202045	12/23/2019	November 2019	11/26/2019	AC#1175 - Engineering Div - Yu, Braden	411.27	
R	BANK OF AMERICA	12063	0106202046	12/23/2019	November 2019	11/27/2019	AC#1175 - Engineering Div - Yu, Braden	59.18	
R	BANK OF AMERICA	12063	0106202047	12/23/2019	November 2019	11/27/2019	AC#9248 - Finance Dept. - Foltz, Bruce	20.00	
R	BANK OF AMERICA	12063	0106202048	12/23/2019	November 2019	11/27/2019	AC#9248 - Finance Dept. - Foltz, Bruce	5.00	
R	BANK OF AMERICA	12063	0106202049	12/23/2019	November 2019	11/27/2019	AC#3471 - Planning Div. - Mikaelian, Jason	672.00	
R	BANK OF AMERICA	12063	0106202050	12/23/2019	November 2019	11/29/2019	AC#5736 - Pub Wks Div - Mendez, Salvador	2,069.90	
R	BANK OF AMERICA	12063	0106202051	12/22/2019	November 2019	11/29/2019	AC#2365 - Neighborhood Svc - Ramos, Matt	247.43	
R	BANK OF AMERICA	12063	0106202052	12/23/2019	November 2019	11/29/2019	AC#9478 - CMO - Martinez, Alma	111.19	**13,157.72**

Vendor Type	Vendor Name	Vendor Code	Check #	Check Date	Invoice #	Invoice Date	Description	Amount	Vendor Total
R	BARR ENGINEERING INC	01447	1088014	1/9/2020	434972	10/4/2019	REPAIRS TO DOOR MODULE CONTROL - PW MAINT.	3,713.74	**3,713.74**
R	BEACON MEDIA INC.	08350	1088150	1/16/2020	A81200	12/30/2019	NOTICE: RUN DATE: 12/30/19 REF: CITY-OWNED EV CHARGING STATIONS - TRA	51.00	
R	BEACON MEDIA INC.	08350	1088150	1/16/2020	A81187	12/26/2019	NOTICE: RUN DATE: 12/26/19 REF: 4453 CEDAR & 10527 HICKSON - PLANNING	124.00	
R	BEACON MEDIA INC.	08350	1088150	1/16/2020	A81169	12/16/2019	NOTICE: RUN DATE: 12/16/19 REF: INVITATION TO BID - PW	181.50	
R	BEACON MEDIA INC.	08350	1088150	1/16/2020	A81186	12/26/2019	ORDINANCE #2961, 2962, 2963 RUN DATE: 12/26/19 - CITY CLK	2,103.00	
R	BEACON MEDIA INC.	08350	1088151	1/16/2020	A81219	1/9/2020	NOTICE: RUN DATE 01/09/20 REF: 3927-3933 BALDWIN AVE - PLANNING DIV.	68.50	**2,528.00**
R	BILLINGSLEY	03225	1087779	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	525.39	**525.39**
R	BRIDGESTONE HOSEPOWER, LLC.	12275	1088015	1/9/2020	69071871-00	9/11/2019	POLY CAM LOK PART E 1", PART B 1", GASKET, T BOLT CLAMP - PW UTIL.	60.00	
R	BRIDGESTONE HOSEPOWER, LLC.	12275	1088015	1/9/2020	69071872-00	9/11/2019	T-BOLT CLAMP FOR PW UTIL DIV.	18.12	**78.12**
R	BROWN, CARL	07047	1087780	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	346.10	**346.10**
R	BROWN, JOLENE	03272	1087781	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	195.52	**195.52**
R	BUEHLER	10166	1087782	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,189.78	**1,189.78**
R	BULLINGTON	03317	1087783	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,588.41	**1,588.41**
R	BUNNELL	03322	1087784	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,588.41	**1,588.41**
R	BURKHART	03233	1087785	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	539.86	**539.86**
R	BURLINGHAM	08881	1087786	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,659.95	**1,659.95**
R	BUSTILLOS	03200	1087787	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	160.43	**160.43**
R	BUTLER CHEMICALS, INC.	06935	1088016	1/9/2020	1140442-1	12/4/2019	CHLORINE TEST PAPER FOR PARKS/REC DIV.	140.25	
R	BUTLER CHEMICALS, INC.	06935	1088016	1/9/2020	1141332-1	12/3/2019	MNIMAX DETERGENT/RINSE - PARKS/REC DIV.	446.16	**586.41**
R	BYRD INDUSTRIAL ELECTRONICS	08903	1088152	1/16/2020	607-19	6/20/2019	6/20/19 RESET IPAD REMOTE CONNECTION TO SCADA & WIN-911 MODEM - PV	711.84	
R	BYRD INDUSTRIAL ELECTRONICS	08903	1088152	1/16/2020	1010-19	10/23/2019	10/14-15/19 REINITIALIZED WIN-911 TO MODEM, ADD POWER FAIL ALARM TO	1,847.70	
R	BYRD INDUSTRIAL ELECTRONICS	08903	1088152	1/16/2020	1124-19	11/25/2019	11/22/19 REPAIR FLOW METER AT WELL 12 - PW UTIL	891.84	
R	BYRD INDUSTRIAL ELECTRONICS	08903	1088152	1/16/2020	1105-19	11/4/2019	10/23/19 & 10/30/19 TEST UPS FUNCTION, MODIFIED MAIN PLC TO ACCEPT DA	2,131.43	
R	BYRD INDUSTRIAL ELECTRONICS	08903	1088152	1/16/2020	807-19	8/19/2019	8/19/19 INSTALLED CAL LICENSE & VNC, TESTED CONNECTION - PW UTIL	1,313.28	**6,896.09**
R	CAL MICRO RECYCLING	11764	1088017	1/9/2020	1902286	9/18/2019	ELECTRONIC WASTE RECYCLING FEE - ENGINEERING DIV.	197.00	**197.00**
R	CALIF. BUILDING STANDARDS	04945	1088153	1/16/2020	OCT-DEC 2019	1/13/2020	GREEN BLDG STANDARDS PRG FEES OCT-DEC 2019	445.50	**445.50**
R	CALIF. CERTIFIED INTERPRETERS	04747	1088154	1/16/2020	1992	1/1/2020	TRANSLATION SVCS FOR CMO	2,077.50	
R	CALIF. CERTIFIED INTERPRETERS	04747	1088154	1/16/2020	1952	9/28/2019	TRANSLATION SVCS FOR CMO	2,090.00	**4,167.50**
R	CALIFORNIA AMERICAN WATER	01565	1088018	1/9/2020	999601-12/19	12/19/2019	AC#1015-210018999601 (11/16/19 - 12/17/19) 3790 BALDWIN - PW	73.86	
R	CALIFORNIA AMERICAN WATER	01565	1088019	1/9/2020	941916-12/19	12/20/2019	AC#1015-210018941916 (11/16/19 - 12/17/19) 9513 VALLEY	24.34	**98.20**
R	CALIFORNIA TRUCK EQUIP. CO.	01631	1088155	1/16/2020	10139	1/31/2019	HORIZONTAL DOOR REPAIR FOR 2017 FORD F-450 SD - PW	255.00	
R	CALIFORNIA TRUCK EQUIP. CO.	01631	1088155	1/16/2020	10626	11/6/2019	CHASS IV RECEIVER HITCH AND SAFETY D RINGS, OEM TRAILER CONNECTOR, LI	2,951.03	**3,206.03**
R	CANO, RICHARD	08882	1087788	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,151.48	**1,151.48**
R	CANO, RODRIGO	03249	1087789	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	160.43	**160.43**
R	CARLSON	05121	1087790	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,134.87	**1,134.87**
R	CARTER	01654	1087791	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,232.81	**1,232.81**
R	CASABLANCA CLEANERS & POST	01657	1088020	1/9/2020	D 21-094	12/17/2019	ELF COSTUMES CLEANING FOR HOLIDAY HOUSE - PARKS/REC DIV.	64.00	**64.00**
R	CASSETTA	11053	1087792	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,538.62	**1,538.62**
R	CASTRUITA	03202	1087793	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	506.24	**506.24**
R	CAZARES	11414	1088021	1/9/2020	45800	12/11/2019	REIMB. FOR HOT BEVERAGE SERVERS ON 12/11/19	55.22	
R	CAZARES	11414	1088021	1/9/2020	122	1/1/2020	JAN 2020 EVENT COORDINATOR - DEMBA	3,000.00	**3,055.22**
R	CDW GOVERNMENT INC	01541	1088022	1/9/2020	VZD5842	12/4/2019	MS GSA OFFICE STD 2019 FOR PW UTIL DIV.	278.39	**278.39**
R	CEBALLOS	12954	1087794	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	466.24	**466.24**
R	CHAN	11670	1087795	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	485.39	**485.39**
R	CHARGEPOINT, INC.	12559	1088023	1/9/2020	IN63603	10/29/2019	ELECTRIC VEHICLE CHARGING STATIONS AND RELATED SVCS FOR DOWNTOWN	46,346.48	
R	CHARGEPOINT, INC.	12559	1088023	1/9/2020	IN63604	10/29/2019	ELECTRIC VEHICLE CHARGING STATIONS AND RELATED SVCS FOR DOWNTOWN	26,483.70	**72,830.18**
R	CHAVEZ	11931	1087796	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	485.39	**485.39**
R	CINTAS CORPORATION	12094	1088025	1/9/2020	4032605884	10/16/2019	CITY UNIFORM SVCS FOR PW	34.21	
R	CINTAS CORPORATION	12094	1088025	1/9/2020	4035997986	11/26/2019	CITY UNIFORM SVCS FOR PW	34.21	
R	CINTAS CORPORATION	12094	1088025	1/9/2020	4034277170	11/6/2019	CITY UNIFORM SVCS FOR PW	31.20	

Vendor Type	Vendor Name	Vendor Code	Check #	Check Date	Invoice #	Invoice Date	Description	Amount	Vendor Total
R	CINTAS CORPORATION	12094	1088025	1/9/2020	4033755518	10/30/2019	CITY UNIFORM SVCS FOR PW	34.21	
R	CINTAS CORPORATION	12094	1088025	1/9/2020	4032605908	10/16/2019	CITY UNIFORM SVCS FOR PW	31.20	
R	CINTAS CORPORATION	12094	1088025	1/9/2020	4034902342	11/13/2019	CITY UNIFORM SVCS FOR PW	31.20	
R	CINTAS CORPORATION	12094	1088025	1/9/2020	4033147856	10/23/2019	CITY UNIFORM SVCS FOR PW	47.31	
R	CINTAS CORPORATION	12094	1088025	1/9/2020	4034902283	11/13/2019	CITY UNIFORM SVCS FOR PW	34.21	
R	CINTAS CORPORATION	12094	1088025	1/9/2020	4033755546	10/30/2019	CITY UNIFORM SVCS FOR PW	31.20	
R	CINTAS CORPORATION	12094	1088025	1/9/2020	4035998077	11/26/2019	CITY UNIFORM SVCS FOR PW	31.20	
R	CINTAS CORPORATION	12094	1088025	1/9/2020	4035305511	11/19/2019	CITY UNIFORM SVCS FOR PW	188.65	
R	CINTAS CORPORATION	12094	1088025	1/9/2020	4034277146	11/6/2019	CITY UNIFORM SVCS FOR PW	34.21	
R	CINTAS CORPORATION	12094	1088025	1/9/2020	4033147897	10/23/2019	CITY UNIFORM SVCS FOR PW	31.20	
R	CINTAS CORPORATION	12094	1088025	1/9/2020	4035305543	11/19/2019	CITY UNIFORM SVCS FOR PW	31.20	**625.41**
R	CITY OF EL MONTE RISK	01236	0107202001	1/7/2020	JAN 2020	1/7/2020	JAN 2020 BOOK TRANSFER TO REPLENISH RISK MANAGEMENT FUND	142,500.00	**142,500.00**
R	CLAYTON	03227	1087797	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	820.87	**820.87**
R	COBIAN	03267	1087798	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	160.43	**160.43**
R	COLEMAN	03234	1087799	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	525.39	**525.39**
R	COLLARI, FAITH	03320	1087800	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	624.39	**624.39**
R	COLLARI, JOHN	03235	1087801	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	451.75	**451.75**
R	COMMUNITY PARTNERS EL MONTE	11580	1088027	1/9/2020	SPONSORSHIP	1/8/2020	SPONSORSHIP FOR TAMALADA PATHWAY TO COLLEGE EVENT	25,000.00	**25,000.00**
R	COMPUTER SERVICE COMPANY	10920	1088028	1/9/2020	6003-01076	10/31/2019	BUCKET TRUCK, TRAFFIC SIGNAL MAINT. TECH - LEAD - PW MAINT.	370.71	
R	COMPUTER SERVICE COMPANY	10920	1088028	1/9/2020	6003-01079	10/31/2019	BUCKET TRUCK, TRAFFIC SIGNAL MAINT. TECH - LEAD - OT - PW MAINT.	647.28	
R	COMPUTER SERVICE COMPANY	10920	1088028	1/9/2020	6003-01078	10/31/2019	BUCKET TRUCK, TRAFFIC SIGNAL MAINT. TECH - LEAD - PW MAINT.	534.39	
R	COMPUTER SERVICE COMPANY	10920	1088028	1/9/2020	6003-01077	10/31/2019	BUCKET TRUCK, TRAFFIC SIGNAL MAINT. TECH - LEAD - PW MAINT.	509.99	**2,062.37**
R	CORELOGIC SOLUTIONS LLC	06892	1088157	1/16/2020	82001694	12/31/2019	DEC 2019 GEOGRAPHIC PACKAGE - REALQUEST - NEIGHBORHOOD SVCS DIV.	175.00	**175.00**
R	CORRAL CONSULTING	12321	1088029	1/9/2020	4	1/6/2020	COPY EDIT WINTER 2020 NEWSLETTER	5,000.00	**5,000.00**
R	CREATIVE BUS SALES INC	01783	1088158	1/16/2020	5189969	12/12/2019	TR-95 PURCHASED 2 SETS OF WIPER BLADES FOR TRANSP VEH.	325.96	**325.96**
R	CRIPPEN	03181	1087802	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	200.43	**200.43**
R	CSULB FOUNDATION	01627	1088030	1/9/2020	1.13-15.20	1/8/2020	INTERNAL AFFAIRS SEMINAR: BRIAN GLICK - PD	397.00	**397.00**
R	CUDAHY	03220	1087803	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	200.43	**200.43**
R	CWEA (CALIF WATER ENVIRONMENT	09041	1088159	1/16/2020	ID:000384539I	11/5/2019	01/31/20 - 01/31/21 ARMANDO ROBLES RENEW COLLECTION SYSTEM MAINT G	89.00	**89.00**
R	DAHL	03248	1087804	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	200.43	**200.43**
R	DAKTRONICS INC	01808	1088160	1/16/2020	6865744	11/5/2019	MAINT. AGREEMENT FOR ELECTRIC SIGN ON RAMONA & MAIN ST - DEMBA	600.00	**600.00**
R	DARROW	01813	1087805	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	200.43	**200.43**
R	DAVE'S TROPHIES	01819	1088161	1/16/2020	53750	12/19/2019	32 QTY ENGRAVED PLATES FOR COUNCIL, 1 QTY ENGRAVED PLAQUE FOR HS FC	238.70	
R	DAVE'S TROPHIES	01819	1088161	1/16/2020	53798	1/8/2020	AWARDS FOR 2020 VALENTINE CONTEST - P&R	251.46	**490.16**
R	DE LA FUENTE	04392	1087806	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	148.03	**148.03**
R	DELL MARKETING LP C/O DELL USA	01832	1088162	1/16/2020	10354444391	11/22/2019	DELL ACTIVE PEN, LATITUDE 7400 2 IN 1, THUNDERBOLT DOCK - WD19TB - PW I	2,604.85	
R	DELL MARKETING LP C/O DELL USA	01832	1088163	1/16/2020	10350843957	11/6/2019	COMPUTERS FOR CMO	6,343.19	**8,948.04**
R	DELONG UNLIMITED SCREEN	10329	1088031	1/9/2020	19-10779	5/22/2019	CUSTOM PRINTED VINYL FULL COLOR LAMINATED PRINT FOR PARKS/REC DIV.	145.53	**145.53**
R	DEMERJIAN	09296	1087807	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,588.41	**1,588.41**
R	DEPARTMENT OF ANIMAL CARE	01763	1088032	1/9/2020	NOV 2019	12/25/2019	KENNEL SERVICES FOR NOV 2019 - ANIMAL CONTROL	16,019.39	**16,019.39**
R	DEPARTMENT OF JUSTICE	01841	1088164	1/16/2020	426162	1/6/2020	DEC 2019 FINGERPRINT APPS FOR PD	339.00	**339.00**
R	DEPARTMENT OF TOXIC SUBSTANCES	01844	1088165	1/16/2020	19SM2514	12/20/2019	JUL-SEPT 2019 EL MONTE GATEWAY SPECIFIC PLAN - ECON DEV.	646.17	**646.17**
R	DIVISION OF THE STATE	08319	1088166	1/16/2020	SB 1186	1/14/2020	OCT-DEC 2019 SB 1186 REMITTANCE	521.90	**521.90**
R	DOMINGUEZ	06471	1087808	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,588.41	**1,588.41**
R	DOYLE	03195	1087809	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	49.50	**49.50**
R	DURAN	06362	1087810	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	148.03	**148.03**
R	E G BRENNAN & CO CORP	01500	1088167	1/16/2020	0000049664	1/6/2020	2/6/20 - 2/6/21 RENEW WIDMER T-LED-3 SVC AGREEMENT - CITY CLK	125.00	**125.00**
R	ECKLER	03221	1087811	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,107.26	**1,107.26**
R	EL MONTE SOCCER FOR SUCCESS	11117	1088168	1/16/2020	FALL 2019	12/12/2019	SOCCER FOR SUCCESS FALL 2019	25,000.00	**25,000.00**
R	ELKIN JR	03321	1087812	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,263.45	**1,263.45**

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R	ELLIS	03304	1087813	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	155.43	**155.43**
R	EMERGENCY RESPONSE CRIME SCENE	01982	1088035	1/9/2020	T2019-578	12/19/2019	CLEAN EVIDENCE DRYING CABINET FOR PD	300.00	**300.00**
R	ESCALANTE	12579	1087814	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	213.31	**213.31**
R	ESPINOSA	04386	1087815	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	188.03	**188.03**
R	EUGENIO	09966	1087816	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	200.43	**200.43**
R	EVERETT	03223	1087817	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	539.86	**539.86**
R	EXPERIAN	02005	1088038	1/9/2020	CD2009003472	12/27/2019	CREDIT PROFILES FOR PD	77.00	**77.00**
R	EXXON MOBIL	02007	1088039	1/9/2020	7187899714941775912	12/26/2019	ACCT#7187899714941775 PD FUEL	483.67	**483.67**
R	FEDEX	02035	1088040	1/9/2020	6-867-44091	12/13/2019	COURIER SVCS FOR PARKS/REC DIV.	26.17	
R	FEDEX	02029	1088041	1/9/2020	6-866-99069	12/13/2019	COURIER SVCS FOR ENGINEERING DIV.	111.32	
R	FEDEX	02029	1088041	1/9/2020	6-860-08591	12/6/2019	COURIER SVCS FOR ENGINEERING DIV.	137.32	
R	FEDEX	02029	1088041	1/9/2020	6-854-32728	11/29/2019	COURIER SVCS FOR ENGINEERING DIV.	266.80	
R	FEDEX	02029	1088042	1/9/2020	6-881-52687	12/27/2019	COURIER SVCS FOR ENGINEERING DIV.	33.44	
R	FEDEX	02029	1088169	1/16/2020	6-874-05092	12/20/2019	COURIER SVCS FOR ENGINEERING DIV.	148.29	**723.34**
R	FENTRESS	03245	1087818	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,189.78	**1,189.78**
R	FETNER	05123	1087819	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,552.65	**1,552.65**
R	FISCHER	02048	1087820	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	525.39	**525.39**
R	FISHER	03306	1087821	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	864.82	**864.82**
R	FISK	03247	1087822	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	155.43	**155.43**
R	FLETCHER	03201	1087823	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	160.43	**160.43**
R	FLORES	05255	1087824	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	160.43	**160.43**
R	FONSECA	06361	1087825	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	485.39	**485.39**
R	FOURR	12000	1087826	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	144.74	**144.74**
R	FRANKCO FINE UPHOLSTERY	04927	1088044	1/9/2020	18388	12/18/2019	RE-COVER TWO BUCKET SEATS AND REPAIR FOR PD VEH UNIT 287 - PD	533.12	**533.12**
R	FRASER	11932	1087827	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,588.41	**1,588.41**
R	FRONTIER	10610	1088045	1/9/2020	2091513234-10/19	10/22/2019	AC#209-151-3234-032798-5 (10/22/19 - 11/21/19)-PD	139.88	
R	FRONTIER	10610	1088045	1/9/2020	2091513234-12/19	12/22/2019	AC#209-151-3234-032798-5 (12/22/19 - 01/21/20)-PD	148.91	
R	FRONTIER	10610	1088046	1/9/2020	2091510457-12/19	12/19/2019	AC#209-151-0457-021898-5 (12/19/19-01/18/20) - PD	139.88	**428.67**
R	FRY	10726	1087828	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,588.41	**1,588.41**
R	FULLINGTON	03250	1087829	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	797.68	**797.68**
R	GALINDO	10577	1087830	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	469.42	**469.42**
R	GALLARDO	03207	1087831	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	160.43	**160.43**
R	GARNER	03279	1087832	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	134.00	**134.00**
R	GARVEY EQUIPMENT COMPANY	07593	1088047	1/9/2020	124237	11/13/2019	TIMBERSPORT GLOVES, CHAIN, PICCO SUPER CHAIN, 1 GALLON BAR & CHAIN- F	407.60	**407.60**
R	GEE	03287	1087833	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,298.62	**1,298.62**
R	GEORGE, LESLIE E	03212	1087834	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	200.43	**200.43**
R	GEORGE, RICKIE D	10974	1087835	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,100.86	**1,100.86**
R	GERONIMO	02137	1087836	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	485.39	**485.39**
R	GIBBONEY	03280	1087837	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	539.86	**539.86**
R	GLASS	05578	1087838	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,189.78	**1,189.78**
R	GLOBALSTAR USA	02154	1088048	1/9/2020	1000000010873737	12/16/2019	ACCT#1.10029228 SATELLITE PHONE BILL - PD	584.31	**584.31**
R	GLUSKOTER	08277	1087839	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	341.29	**341.29**
R	GOLDEN OFFICE TRAILERS, INC.	07980	1088172	1/16/2020	127583	12/1/2019	JAN 2020 MONTHLY RENTAL FEE FOR PD TRAILER	192.50	
R	GOLDEN OFFICE TRAILERS, INC.	07980	1088172	1/16/2020	127970	1/1/2020	FEB 2020 MONTHLY RENTAL FEE FOR PD TRAILER	192.50	**385.00**
R	GOLDEN STATE WATER COMPANY	02160	1088049	1/9/2020	11.26-12.30.19	12/31/2019	AC #5938830002 (11/26/19 - 12/30/19) - PW	73.26	**73.26**
R	GONDEK	08689	1087840	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,348.85	**1,348.85**
R	GONZALES	08691	1087841	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	402.13	**402.13**
R	GONZALEZ	02176	1088173	1/16/2020	2.3-7.20	1/14/2020	REIMB MILEAGE & SUBSISTENCE: SAN DIEGO - PD	915.70	**915.70**
R	GOODWIN	10578	1087842	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,588.41	**1,588.41**
R	GREER	03231	1087843	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	143.61	**143.61**

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R	GROSSO	02199	1087844	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	160.43	**160.43**
R	GUTIERREZ	12903	1088174	1/16/2020	INV0084	1/6/2020	PHOTO-SHOOT FOR COUNCIL WOMAN VICTORIA MARTINEZ MUELA - CMO	559.80	**559.80**
R	GUYETT GEOMATICS INC (GGI)	11105	1088051	1/9/2020	2012	12/9/2019	1ST MAP CHECK TRACT 18512 FOR ENGINEERING DIV.	1,461.60	
R	GUYETT GEOMATICS INC (GGI)	11105	1088175	1/16/2020	1975	9/18/2019	FEDERAL WAY PRE AND POST CONSTRUCTION MONUMENT PRESERVATON SUR	4,020.00	**5,481.60**
R	GUZMAN, ALEX	03310	1087845	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	485.39	**485.39**
R	GUZMAN, DAVID	04478	1087846	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	104.21	**104.21**
R	HAAKER EQUIPMENT CO	02221	1088176	1/16/2020	W58547	11/20/2019	DIAGNOSE ERROR CODES ON TRACTOR DISPLAY ON WASTEWATER TRUCK	324.05	**324.05**
R	HAGER, IRENE	03229	1087847	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	156.14	**156.14**
R	HAGER, STEPHEN	03316	1087848	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,588.41	**1,588.41**
R	HAIDET	03300	1087849	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	525.39	**525.39**
R	HALE	04540	1087850	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	864.82	**864.82**
R	HAMILTON	12877	1088052	1/9/2020	DEC 2019	1/6/2020	12/1/19 - 1/1/20 COBRA REIMBURSEMENT	1,549.48	**1,549.48**
R	HANS BODY SHOP	10042	1088177	1/16/2020	AG325111	8/7/2019	REPAIRS TO PD VEH UNIT #245 - 2015 FORD EXPLORER (PD)	1,114.72	**1,114.72**
R	HASA, INC.	11900	1088053	1/9/2020	667213	12/19/2019	MURIATIC 7, HASAHLOR FOR P&R AQUATIC CTR.	1,117.05	**1,117.05**
R	HAWKINSON	03268	1087851	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	200.43	**200.43**
R	HAYES	03242	1087852	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	160.43	**160.43**
R	HD SUPPLY WHITE CAP	12794	1088054	1/9/2020	50011458136	10/10/2019	GLOVES, HARD HAT, EARMUFFS, HVY DUTY VEST, CAUTION TAPE, STOP PADDLE	7,479.68	
R	HD SUPPLY WHITE CAP	12794	1088054	1/9/2020	50011421428	10/4/2019	PRES FIT EARPLUGS FOR PW MAINT DIV.	62.91	
R	HD SUPPLY WHITE CAP	12794	1088054	1/9/2020	50011460545	10/10/2019	RELECTIVE VEST, EARPLUGS, SHOVEL, POWER STUD, SAFTEY GLASSES FOR PW M	5,145.63	
R	HD SUPPLY WHITE CAP	12794	1088054	1/9/2020	50011232525	9/12/2019	HEX LOK-BOLT POWERS, PFH SLEEVE ALL ANCHOR SIMPSON - PW MAINT.	167.02	
R	HD SUPPLY WHITE CAP	12794	1088054	1/9/2020	50011228639	9/11/2019	100LB 16-30 MESH MEDIUM KLEENBLAST - PW MAINT DIV.	511.15	**13,366.39**
R	HELLEIN	07060	1087853	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	525.39	**525.39**
R	HERNANDEZ, JESSE	04541	1087854	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,189.78	**1,189.78**
R	HERNANDEZ, SANTOS	09967	1087855	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,588.41	**1,588.41**
R	HERNANDEZ, VICTOR	02263	1087856	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,189.78	**1,189.78**
R	HIGA	08331	1087857	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,189.78	**1,189.78**
R	HINDERLITER, DE LLAMAS & ASSOC	10885	1088055	1/9/2020	003274-IN	12/26/2019	4TH QTR TRANS TAX CONTRACT SERVICES - SALES QTR 2 2019 (FINANCE)	300.00	**300.00**
R	HOLIDAYGOO INC.	07323	1088178	1/16/2020	18052	1/6/2020	TOY FILLED PLASTIC EGGS FOR PARKS/REC DIV.	719.14	**719.14**
R	HOPKINS	02290	1087858	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	525.39	**525.39**
R	HOUSING RIGHTS CENTER	02299	1088179	1/16/2020	AUG 2019	1/13/2020	AUG 2019 FAIR HOUSING PROGRAM	2,887.13	**2,887.13**
R	HUBBELL	03167	1087859	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	539.86	**539.86**
R	HUERTAS	04475	1087860	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	200.43	**200.43**
R	HUNT	03259	1087861	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	200.43	**200.43**
R	HUTSELL	07048	1087862	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	439.64	**439.64**
R	INFOSEND, INC.	12193	1088057	1/9/2020	146817	12/31/2018	10/08/18 & 12/08/18 DATA PROCESSING / QC / MAIL PREP SERVICE - WATER DE	3,848.76	
R	INFOSEND, INC.	12193	1088057	1/9/2020	155960	6/28/2019	06/11/19 DATA PROCESSING / QC / MAIL PREP SERVICE - WATER DEPT.	2,051.10	
R	INFOSEND, INC.	12193	1088057	1/9/2020	150051	2/28/2019	02/08/19 BALANCE OWING - DATA PROCESSING / QC / MAIL PREP SERVICE - W/	104.35	
R	INFOSEND, INC.	12193	1088180	1/16/2020	164360	12/27/2019	11/20/19 PROGRAMMING FEE - HOLIDAY CLOSURE ANNOUNCEMENT	175.00	**6,179.21**
R	INFRASTRUCTURE ENGINEERING	10525	1088181	1/16/2020	12027	9/27/2019	08/31-09/27/19 WASTEWATER MODELING & PLANNING CONSULTING - PW UTI	610.00	
R	INFRASTRUCTURE ENGINEERING	10525	1088181	1/16/2020	11935	8/30/2019	07/27-08/30/19 SEWER GIS DATABASE COMPARISON & UPDATES - PW UTIL.	8,910.50	
R	INFRASTRUCTURE ENGINEERING	10525	1088181	1/16/2020	11861	7/26/2019	06/29-07/26/19 SEWER GIS DATABASE COMPARISON & UPDATES - PW UTIL.	1,967.50	
R	INFRASTRUCTURE ENGINEERING	10525	1088181	1/16/2020	11787	6/28/2019	06/01-06/28/19 SEWER GIS DATABASE COMPARISON & UPDATES - PW UTIL.	610.00	
R	INFRASTRUCTURE ENGINEERING	10525	1088181	1/16/2020	12080	10/25/2019	09/28-10/25/19 WASTEWATER MODELING & PLANNING CONSULTING - PW UTI	1,062.50	
R	INFRASTRUCTURE ENGINEERING	10525	1088181	1/16/2020	12026	9/27/2019	08/31-09/27/19 SEWER GIS DATABASE COMPARISON & UPDATES - PW UTIL	1,190.00	**14,350.50**
R	INTERSTATE BATTERIES OF	02369	1088058	1/9/2020	20144413	12/16/2019	BATTERY FOR PD VEH	127.05	**127.05**
R	INTERWEST CONSULTING GROUP INC	02371	1088182	1/16/2020	55567	12/23/2019	NOV 2019 BUILDING SERVICES (PLAN CHECK, PERMITS) - BLDG DEPT.	74,676.77	**74,676.77**
R	INX BUILDING MAINTENANCE	11700	1088059	1/9/2020	953112	11/1/2019	NOV 2019 JANITORIAL SVCS FOR CITY HALL	4,320.36	
R	INX BUILDING MAINTENANCE	11700	1088060	1/9/2020	954114	1/1/2020	JAN 2020 JANITORIAL SVCS - P&R	6,249.66	**10,570.02**
R	IRWINDALE INDUSTRIAL CLINIC	02377	1088183	1/16/2020	2146-940052	12/31/2019	EXAMS PER HR	670.00	**670.00**
R	ISHIGAKI	03284	1087863	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	76.17	**76.17**

Vendor Type	Vendor Name	Vendor Code	Check #	Check Date	Invoice #	Invoice Date	Description	Amount	Vendor Total
R	JARAMILLO	11057	1087864	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	485.39	**485.39**
R	JENKINS, JACK	11054	1087865	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	188.03	**188.03**
R	JENKINS, THOMAS	05787	1087866	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	160.43	**160.43**
R	JESKE	03289	1087867	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	539.86	**539.86**
R	JIMENEZ	02399	1087868	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	200.43	**200.43**
R	JOHANSON	03254	1087869	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,723.24	**1,723.24**
R	JOHNSON	04839	1087870	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	515.06	**515.06**
R	JOHNSTON	03238	1087871	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	525.39	**525.39**
R	KARCH	11657	1087872	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	485.39	**485.39**
R	KEENAN & ASSOCIATES	11801	1088061	1/9/2020	237265	12/17/2019	DEC 2019 ONLINE BENEFITS ADMIN. - HR	1,250.00	**1,250.00**
R	KELLEY	03261	1087873	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	148.03	**148.03**
R	KENNY	03206	1087874	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	160.43	**160.43**
R	KEYSTONE UNIFORM DEPOT DBA	02436	1088185	1/16/2020	067129	11/22/2019	SHIRTS, PANTS, JACKET, BOOTS, NAME TAPE, BELT, TIE BAR, TIE, KEY HOLDER FC	1,219.81	
R	KEYSTONE UNIFORM DEPOT DBA	02436	1088185	1/16/2020	067156	11/25/2019	SHIRTS, BOOTS, BELT, KEY HOLDER, TIE, PANTS, NAME PLATE, TAPER LEGS - PD	1,207.62	
R	KEYSTONE UNIFORM DEPOT DBA	02436	1088185	1/16/2020	067166	11/21/2019	PANTS, SHIRTS, BELT, TIE BAR, KEY HOLDER, NAME PLATE, TIE, ZIPPER - PD	1,241.80	**3,669.23**
R	KING	12724	1088186	1/16/2020	FY 19/20	8/19/2019	FISCAL YEAR 19/20 TUITION REIMBURSEMENT - HR/RM	605.32	**605.32**
R	KLEMS	03285	1087875	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	200.43	**200.43**
R	KNIGHT	02450	1088062	1/9/2020	12.1-5.19	12/15/2019	REIMB LODGING FOR CATO CONF: SAN DIEGO - PD	675.28	**675.28**
R	KOA CORPORATION	11944	1088063	1/9/2020	JB96061-4	9/3/2019	07/29-09/01/19 6288 EL MONTE RAMONA BLVD & VALLEY BLVD PROJ. - ENGINE	2,380.00	
R	KOA CORPORATION	11944	1088063	1/9/2020	JB96061-5	10/28/2019	09/30-10/27/19 6288 EL MONTE RAMONA BLVD & VALLEY BLVD PROJ. - EN	4,335.00	
R	KOA CORPORATION	11944	1088063	1/9/2020	JB96061-6	12/18/2019	10/28-12/01/19 6288 RAMONA BLVD & VALLEY BLVD PROJ. - ENGINEERING DIV	9,605.00	
R	KOA CORPORATION	11944	1088063	1/9/2020	JB8P004-15	11/5/2019	09/30-10/27/19 PROF SVCS CONSULTING FOR SYSTEMIC SAFETY ANALYSIS REP(	13,452.50	
R	KOA CORPORATION	11944	1088063	1/9/2020	JB96110-1	12/2/2019	10/28-12/01/19 DURFEE /RAMONA SIDEWALK IMPROVEMENT PROJ. - ENGINEE	765.00	**30,537.50**
R	KOFF & ASSOCIATES	12225	1088064	1/9/2020	5812	12/5/2019	CLASSIFICATION STUDY - DRAFT CLASS DESCRIPTION- MTG/PRESENTATION - HR	6,602.50	**6,602.50**
R	KRIGBAUM	03294	1087876	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,189.78	**1,189.78**
R	KULM	04838	1087877	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	160.43	**160.43**
R	L.A. COUNTY METROPOLITAN	05325	1088187	1/16/2020	104980	12/31/2019	NOV 2019 MTA TAP BUS PASSES - TRANSP.	2,798.00	
R	L.A. COUNTY METROPOLITAN	05325	1088187	1/16/2020	104887	10/10/2019	10/15/19 - 11/14/19 MTA TAP BUS PASSES (EZ PASSES) - TRANSP.	504.00	
R	L.A. COUNTY METROPOLITAN	05325	1088188	1/16/2020	104743	11/30/2019	OCT 2019 MTA TAP BUS PASSES - TRANSP.	3,253.00	**6,555.00**
R	LA VERNE POWER EQUIPMENT, INC.	12578	1088065	1/9/2020	235245	11/25/2019	60" Z-MASTER 5000 SERIES 25 HP KOHLER EFI, TURBO FORCE, RECYCLER KIT - P\	12,074.56	**12,074.56**
R	LANGAN	03232	1087878	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,588.41	**1,588.41**
R	LARRIVA	11055	1087879	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	525.39	**525.39**
R	LARSEN	02488	1087880	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	200.43	**200.43**
R	LAST	05991	1087881	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	200.43	**200.43**
R	LAZZARINI	03290	1087882	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	339.03	**339.03**
R	LEBLANC	04387	1087883	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	116.14	**116.14**
R	LEGERE	03318	1087884	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	525.39	**525.39**
R	LEONARD	03303	1087885	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	864.82	**864.82**
R	LEONARD CONSTRUCTION SERVICES	12759	1088066	1/9/2020	2019SL006	12/30/2019	DEC 2019 CONSTRUCTION INSPECTION SVCS - ENGINEERING DIV.	14,616.69	**14,616.69**
R	LINN	08259	1087886	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	491.75	**491.75**
R	LOPEZ, CARLOS	04760	1087887	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	200.43	**200.43**
R	LOPEZ, FRANK	11933	1087888	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	525.39	**525.39**
R	LOPEZ, ROBERT	03251	1087889	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	200.43	**200.43**
R	LORRAINE MENDEZ & ASSOC LLC	12356	1088067	1/9/2020	0377	12/17/2019	NOV 1-DEC 17, 2019 HOUSING & COMM DEV CONSULTING SVCS - HOUSING DI\	2,340.00	**2,340.00**
R	LOS ANGELES COUNTY ASSESSOR	05319	1088189	1/16/2020	11484	1/9/2020	SBF ABSTRACT (DS04) ELECTRONIC EXCEL FILE OF CITY OWNED & REDEV PROPE	64.00	**64.00**
R	LOS ANGELES COUNTY FIRE	02570	1088190	1/16/2020	C0009315	1/2/2020	FEB 2020 FIRE PROTECTION SERVICE	1,188,346.50	**1,188,346.50**
R	LOS ANGELES COUNTY SHERIFF'S	02580	1088068	1/9/2020	201746BL	12/11/2019	NOV 2019 INMATE MEAL SVCS FOR PD	1,103.93	**1,103.93**
R	LUJAN	06507	1087890	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	468.57	**468.57**
R	MACHLIS	05256	1087891	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	188.03	**188.03**
R	MACKINTOSH	03226	1087892	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	200.43	

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R	MACKINTOSH	03226	1088069	1/9/2020	JAN 2020	1/7/2020	JAN 2020 MEDICARE REIMBURSEMENT	135.50	**335.93**
R	MAGANA	03266	1087893	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	200.43	**200.43**
R	MAKAI SOLUTIONS	11014	1088071	1/9/2020	3330	12/18/2019	HYDRAULIC HOSE, VALVE, LIFTING IT RT PACKAGE, LABOR FOR PD	875.90	**875.90**
R	MALONE	04390	1087894	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	148.03	**148.03**
R	MARIN	09312	1087895	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,588.41	**1,588.41**
R	MARK THOMAS & COMPANY, INC.	12958	1088191	1/16/2020	35004	11/13/2019	NOV 2019 - GARVEY AVE CONCEPTUAL MEDIAN DESIGN - ENGINEERING DIV.	2,575.00	
R	MARK THOMAS & COMPANY, INC.	12958	1088191	1/16/2020	34737	10/11/2019	SEPT 2019 - GARVEY AVE CONCEPTUAL MEDIAN DESIGN - ENGINEERING DIV.	8,225.00	**10,800.00**
R	MARRUJO	04389	1087896	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	160.43	**160.43**
R	MARTINEZ	12870	1088072	1/9/2020	10.8-11.25.19	12/12/2019	REIMBURSE PETTY CASH 10/08/19 - 11/25/19 - CITY COUNCIL'S OFFICE	281.69	**281.69**
R	MARTINEZ	12871	1088073	1/9/2020	9.12-12.5.19	12/16/2019	REIMBURSE PETTY CASH 09/12/19 - 12/05/19 - CITY MANAGER'S OFFICE	503.32	**503.32**
R	MARTINEZ-MUELA	07375	1088192	1/16/2020	1.31-2.2.20	1/9/2020	PER DIEM FOR ICA WINTER SEMINAR 2020 IN SANTA BARBARA	180.00	**180.00**
R	MASTERSON	03168	1087897	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	144.18	**144.18**
R	MATT CHLOR INC	02660	1088074	1/9/2020	22932	10/8/2019	DPD CHLORINE TOTAL REAGENT POWDER PILLOW PACK OF 100 SAMPLE - PW U	111.77	
R	MATT CHLOR INC	02660	1088074	1/9/2020	23178	11/14/2019	DPD FREE CHLORINE REAGENT POWDER PILLOW PACK OF 100 SAMPLE - PW UT	134.82	**246.59**
R	MATTHEWS	03277	1087898	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	864.82	**864.82**
R	MCCLUNG JR	03313	1088075	1/9/2020	JAN 2020	1/7/2020	JAN 2020 MEDICARE REIMBURSEMENT	1,328.00	**1,328.00**
R	MEDINA	03282	1087899	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	160.43	**160.43**
R	MEHTA	03273	1087900	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	160.43	**160.43**
R	MENART	10334	1087901	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	525.39	**525.39**
R	MENDEZ	12001	1087902	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	525.39	**525.39**
R	MENDOZA	08001	1087903	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,588.41	**1,588.41**
R	METOYER	11697	1087904	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,588.41	**1,588.41**
R	METROPOLITAN LIFE INSURANCE	12956	1088193	1/16/2020	JAN 2020	12/15/2019	ACCT #KM05965542 JAN 2020 DENTAL INSURANCE PREMIUM	27,227.15	**27,227.15**
R	MGT OF AMERICA CONSULTING LLC	11583	1088076	1/9/2020	36722	11/22/2019	ANNUAL SB90 STATE MANDATED COST CLAIMING SVCS - FINANCE	3,750.00	**3,750.00**
R	MILLA	08981	1088194	1/16/2020	12.15.19	12/15/2019	HOUSING REHAB - 11905 KILLIAN ST (JESUS / MARIA ESCOTO)	16,515.00	**16,515.00**
R	MILLER	03314	1087905	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,144.03	**1,144.03**
R	MIRELES, JUAN	03255	1087906	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,749.60	**1,749.60**
R	MIRELES, PETER JR.	03191	1087907	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	200.43	**200.43**
R	MITCHELL	03274	1087908	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	160.43	**160.43**
R	MONTANEZ	02731	1088077	1/9/2020	12.10.19	12/10/2019	REIMB. FOR HOLIDAY HOUSE POINSETTIAS AND VALLEY MALL X-MAS DEMBA TI	645.38	**645.38**
R	MORALES	03281	1087909	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	485.39	**485.39**
R	MORAZA	02742	1087910	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	525.39	**525.39**
R	MORRIS	03265	1087911	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	200.43	**200.43**
R	MOSELEY	04955	1087912	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	946.81	**946.81**
R	MOY	07049	1087913	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	200.43	**200.43**
R	MUNIENVIRONMENTAL, LLC.	12894	1088195	1/16/2020	19-042	12/11/2019	CONSULTING SVCS FOR ENVIRO. SVCS DIV.	2,975.00	**2,975.00**
R	MUSE	09373	1087914	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,588.41	**1,588.41**
R	MUSSENDEN	05550	1087915	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,335.62	**1,335.62**
R	NATIONWIDE ENVIRONMENTAL	02817	1088079	1/9/2020	30556	10/31/2019	OCT 2019 CATCH BASIN CLEANING SVCS (551 CATCH BASINS @ $30.96 EACH) - I	17,058.96	**17,058.96**
R	NEUMEYER	05307	1087916	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	160.43	**160.43**
R	NICOLAY CONSULTING GROUP	04742	1088080	1/9/2020	431-2019-12	12/18/2019	SEPT-NOV 2019 ACTUARIAL & CONSULTING SVCS VALUATION OF POST EMPLOY	15,000.00	**15,000.00**
R	NOVA ELECTRIC	12226	1088081	1/9/2020	019	11/5/2019	REPAIRS TO NORMS PARKING LOT SIGNS - PW MAINT	1,075.00	**1,075.00**
R	NUNEZ	04516	1087917	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	200.43	**200.43**
R	NV5, INC.	12935	1088082	1/9/2020	138874	9/28/2019	AUG 2019 PROF SVCS FOR PLAN CHECK ON EL MONTE-3161 GRANADA AVE GR/	1,490.00	
R	NV5, INC.	12935	1088082	1/9/2020	143701	11/19/2019	OCT 2019 PROF SVCS FOR PLAN CHECK ON EM-3161 GRANADA AVE GRADING -	845.00	
R	NV5, INC.	12935	1088082	1/9/2020	140837	10/22/2019	SEPT 2019 PROF SVCS FOR PLAN CHECK ON EM-LAMBERT PARK IMPROVEMENT	3,797.50	
R	NV5, INC.	12935	1088082	1/9/2020	143164	9/28/2019	AUG 2019 PROF SVCS FOR PLAN CHECK ON EM-LAMBERT PARK IMPROVEMENT	8,060.00	
R	NV5, INC.	12935	1088082	1/9/2020	144299	11/22/2019	OCT 2019 PROF SVCS FOR PLAN CHECK ON EL MONTE-LAMBERT PARK IMPROVI	620.00	
R	NV5, INC.	12935	1088083	1/9/2020	147275	12/19/2019	NOV 2019 PROF SVCS FOR PLAN CHECK ON EL MONTE-LAMBERT PARK IMPROV	2,140.00	
R	NV5, INC.	12935	1088083	1/9/2020	147224	12/19/2019	NOV 2019 PROF SVCS FOR PLAN CK ON 10725 MILDRED GRADING - ENGINEERI	775.00	

Vendor Type	Vendor Name	Vendor Code	Check #	Check Date	Invoice #	Invoice Date	Description	Amount	Vendor Total
R	NV5, INC.	12935	1088196	1/16/2020	147226	12/19/2019	NOV 2019 PROF SVCS FOR PLAN CK ON EL MONTE-3837 CLARK AVENUE - ENGIN	1,170.00	
R	NV5, INC.	12935	1088196	1/16/2020	147229	12/19/2019	NOV 2019 PROF SVCS FOR PLAN CK ON EL MONTE-10141 OLNEY ST - ENGINEER	1,040.00	
R	NV5, INC.	12935	1088196	1/16/2020	147228	12/19/2019	NOV 2019 PROF SVCS FOR PLAN CK ON EL MONTE-12015 E. REDSTONE - ENGIN	455.00	**20,392.50**
R	OGDEN	03192	1087918	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	856.34	**856.34**
R	OLIVA	07050	1087919	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	160.43	**160.43**
R	OLIVER	03169	1087920	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	200.43	**200.43**
R	ONWARD ENGINEERING	10756	1088084	1/9/2020	5073	12/9/2019	SRVC THRU 11/30/19 DURFEE AVE/RAMONA SIDEWALK IMP. CIP #002 - ENGINE	1,560.00	**1,560.00**
R	PACHO	10310	1087921	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	525.39	**525.39**
R	PARKHOUSE TIRE INC	02957	1088085	1/9/2020	1010713907	12/17/2019	TIRES FOR PD VEH 103W FST FH GTZPURSUIT - PD	1,456.74	**1,456.74**
R	PARS	02987	1088086	1/9/2020	44308	12/5/2019	PARS TRUST ADMIN FEE MO. END 10/31/19	7,867.92	**7,867.92**
R	PAWASARAT	03299	1087922	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	663.13	**663.13**
R	PEACE OFFICERS RESEARCH ASSOC	11391	1088087	1/9/2020	563538	12/4/2019	JAN-MAR 2020 RESERVE OFFICERS LEGAL DEFENSE FUND - PD	121.50	
R	PEACE OFFICERS RESEARCH ASSOC	11071	1088088	1/9/2020	263218	12/4/2019	JAN-MAR 2020 RESERVE OFFICERS MEMBERSHIP DUES - PD	108.00	**229.50**
R	PENCO ENGINEERING INC	10378	1088089	1/9/2020	70627	12/11/2019	OCT 2019 EL MONTE ON-CALL PLAN CK FOR 3679 CENTER AVE - WORK ORDER N	3,797.88	
R	PENCO ENGINEERING INC	10378	1088089	1/9/2020	70619	11/1/2019	OCT 2019 EL MONTE ON-CALL PLAN CK SVCS FOR 2650 SEAMAN AVE WORK OR	409.32	
R	PENCO ENGINEERING INC	10378	1088089	1/9/2020	70626	11/1/2019	OCT 2019 EL MONTE ON-CALL PLAN CK FOR 10519 HICKSON ST - ENGINEERING	1,619.65	**5,826.85**
R	PENNEY	05306	1087923	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,189.78	**1,189.78**
R	PEREA JR	03244	1087924	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	160.43	**160.43**
R	PEREZ	02977	1088090	1/9/2020	10720	1/7/2020	DEC 2019 AEROQUATICS INSTRUCTOR - P&R	52.00	
R	PEREZ	06357	1088091	1/9/2020	121919	12/19/2019	DEC 2019 GYMNASTICS INSTRUCTOR - PARKS/REC DIV.	328.25	**380.25**
R	PHOENIX MOTORCARS, LLC.	12560	1088093	1/9/2020	00489	11/7/2019	LEVEL III DC FAST CHARGING STN FOR PW MAINT DIV.	3,894.00	**3,894.00**
R	PITNEY BOWES GLOBAL FINANCIAL	10164	1088094	1/9/2020	3103647922	12/30/2019	MAILING SYSTEM LEASE 10/30/19 - 01/29/20 - CITY CLERKS	852.09	**852.09**
R	PITNEY BOWES INC	06997	1088095	1/9/2020	1012639859	5/12/2019	AC#0016906525 (06/01/19 - 11/30/19) STANDARD SLA-EQUIP SVC AGREEMENT	832.98	**832.98**
R	PLUMBERS DEPOT INC	03008	1088197	1/16/2020	PD-43924	12/10/2019	LED LIGHTBAR & LIGHTHEAD FOR WATER DEPT VEHICLE	2,928.98	
R	PLUMBERS DEPOT INC	03008	1088197	1/16/2020	PD-49323	12/10/2019	DBL LEG STRETCH SHOCK - SEWER DEPT.	270.57	**3,199.55**
R	POLANCO	03012	1088198	1/16/2020	2.3-7.20	1/14/2020	REIMB MILEAGE & SUBSISTENCE: SAN DIEGO - PD	915.70	**915.70**
R	POLANCO JR	11056	1087925	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,588.41	**1,588.41**
R	POLICE TRAINING INSTITUTE	12959	1088199	1/16/2020	1.27-31.20	1/8/2020	WOMEN'S UNDERCOVER TECHNIQUES & SURVIVAL: IBARRA / ORTIZ / MARQUE	1,350.00	**1,350.00**
R	POPPERWELL	03278	1087926	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	160.43	**160.43**
R	POTIKOM	03292	1087927	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	160.43	**160.43**
R	PREST	07051	1087928	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	451.75	**451.75**
R	PRI MANAGEMENT GROUP	12960	1088200	1/16/2020	7641	12/13/2019	PUBLIC RECORDS ACT COURSE 2/27/20: LESLIE SPARKS - PD	195.00	
R	PRI MANAGEMENT GROUP	12960	1088200	1/16/2020	7650	12/16/2019	PUBLIC RECORDS ACT COURSE 2/27/20: SHANNON NURRE - PD	195.00	**390.00**
R	PRIETO	03218	1087929	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	506.24	**506.24**
R	PROJECT PARTNERS INC	10800	1088201	1/16/2020	9392-2	1/10/2020	12.6-20.19 WATER OPERATIONS CONSULT SRVC - PW WATER DIV	880.00	
R	PROJECT PARTNERS INC	10800	1088201	1/16/2020	9392-1	1/10/2020	12.6-20.19 WATER OPERATIONS CONSULT SRVC - PW WATER DIV	4,455.00	
R	PROJECT PARTNERS INC	10800	1088202	1/16/2020	9343-2	12/11/2019	11.15.19 WATER OPERATIONS CONSULT SRVC - PW WATER DIV	55.00	
R	PROJECT PARTNERS INC	10800	1088202	1/16/2020	9343-1	12/11/2019	11.1-29.19 WATER OPERATIONS CONSULT SRVC - PW WATER DIV	6,435.00	**11,825.00**
R	PROVIDENTE	06673	1087930	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	436.64	**436.64**
R	PSOMAS	07077	1088203	1/16/2020	156293	10/10/2019	08/23-09/26/19 - GIS DATA HOSTING AND SUPPORT FY 18/19 - PW UTIL DIV.	1,500.00	
R	PSOMAS	07077	1088203	1/16/2020	155216	9/4/2019	07/26-08/22/19 - GIS DATA HOSTING AND SUPPORT FY 18/19 - PW UTIL DIV.	385.00	
R	PSOMAS	07077	1088203	1/16/2020	158358	12/11/2019	10/25-11/21/19 - GIS DATA HOSTING AND SUPPORT FY 18/19 - PW UTIL DIV.	1,075.00	
R	PSOMAS	07077	1088203	1/16/2020	154674	8/15/2019	06/28-07/25/19 - GIS DATA HOSTING AND SUPPORT FY 18/19 - PW UTIL DIV.	385.00	**3,345.00**
R	QUALITY AUTO SUPPLY	08931	1088096	1/9/2020	220581-1	8/29/2019	AC COMPRESSOR, CLUTCH PULLEY, COIL SET, REC DRIER, ORING SEAL, AC OIL, B	2,287.07	
R	QUALITY AUTO SUPPLY	08931	1088204	1/16/2020	222690-1	11/4/2019	WHEEL HUB FOR PW-36 (2017 FORD F250 TRUCK) - WATER DEPT	102.84	**2,389.91**
R	QUINTERO	05598	1088205	1/16/2020	1.22-24.20	1/7/2020	PER DIEM FOR UNITED STATES CONF OF MAYORS 88TH WINTER MTG: WASHIN	300.00	**300.00**
R	QUIROZ	10432	1087931	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	525.39	**525.39**
R	RAMIREZ, EDWARD	03241	1087932	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	160.43	**160.43**
R	RAMIREZ, FRANK	07020	1088097	1/9/2020	11.23-26.19	12/15/2019	REIMB AIRFARE FOR C.N.O.A. CONF: RENO, NV - PD	263.96	
R	RAMIREZ, FRANK	07020	1088098	1/9/2020	12.2-5.19	12/15/2019	REIMB LODGING & PER DIEM FOR CATO CONF: SAN DIEGO - PD	850.28	**1,114.24**

Vendor Type	Vendor Name	Vendor Code	Check #	Check Date	Invoice #	Invoice Date	Description	Amount	Vendor Total
R	RASIC	03082	1088206	1/16/2020	2.3-7.20	1/14/2020	REIMB MILEAGE & SUBSISTENCE: SAN DIEGO - PD	918.00	**918.00**
R	RAVAGO	03211	1087933	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	160.43	**160.43**
R	REGIONAL TAP SERVICE CENTER	05275	1088207	1/16/2020	6011495	11/30/2019	NOV 2019 FOOTHILL TAP BUS CARD PASSES - TRANSP.	746.90	**746.90**
R	RENDON, MARIE E	07054	1087934	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	160.43	**160.43**
R	RENDON, MICHAEL	07053	1087935	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	160.43	**160.43**
R	RENEER	05579	1087936	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	864.82	**864.82**
R	REPLACEMENT BENEFIT FUND	03104	1001480738	1/13/2020	100000015902044	12/19/2019	2020 REPLACEMENT CHARGES FOR CITY OF EL MONTE	85,092.72	**85,092.72**
R	REYBURN	03230	1087937	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	973.66	**973.66**
R	REYES	03319	1087938	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	148.03	**148.03**
R	RICOH USA INC	08128	1088099	1/9/2020	9027910186	12/14/2019	12/01/19 - 01/31/20 CITYWIDE COPIER LEASE	7,256.19	**7,256.19**
R	RIOS	10311	1087939	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,588.41	**1,588.41**
R	RIVERSIDE COUNTY SHERIFF'S /	07594	1088208	1/16/2020	BCTC0019479	1/9/2020	FIELD TRAINING OFFICER UPDATE 2/4-6/20: VICTOR RUIZ - PD	167.00	**167.00**
R	ROACH	07444	1087940	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,588.41	**1,588.41**
R	RODARTE, DANIEL	11874	1087941	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	485.39	**485.39**
R	RODARTE, OLIVIA	03217	1087942	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	485.39	**485.39**
R	RODRIGUEZ	11185	1087943	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	525.39	**525.39**
R	ROMAN	03305	1087944	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	525.39	**525.39**
R	ROMERO	04476	1087945	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	148.03	**148.03**
R	SALAZAR	04391	1087946	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	160.43	**160.43**
R	SAM'S CLUB DIRECT	03365	1088100	1/9/2020	3484	12/10/2019	BOTTLE WATER & TEA FOR CMO	94.86	
R	SAM'S CLUB DIRECT	03365	1088100	1/9/2020	0589	10/31/2019	BOTTLE WATER FOR CMO	32.28	
R	SAM'S CLUB DIRECT	03365	1088100	1/9/2020	0458	11/27/2019	BOTTLE WATER & SODA FOR CMO	108.74	
R	SAM'S CLUB DIRECT	03365	1088100	1/9/2020	1117	9/24/2019	BOTTLE WATER FOR CMO	32.91	
R	SAM'S CLUB DIRECT	03365	1088100	1/9/2020	4843	11/7/2019	BOTTLE WATER, SODA, PAPER TOWEL FOR CMO	167.19	
R	SAM'S CLUB DIRECT	03365	1088100	1/9/2020	8349	11/20/2019	BOTTLE WATER & SODA FOR CMO	47.16	
R	SAM'S CLUB DIRECT	03365	1088100	1/9/2020	2316	10/9/2019	TYLENOL, AIRWICK, BOTTLE WATER, CUPS FOR CMO	281.84	
R	SAM'S CLUB DIRECT	03365	1088100	1/9/2020	000000	10/17/2019	BOTTLE WATER, SODA, TEA FOR CMO	71.40	
R	SAM'S CLUB DIRECT	03364	1088209	1/16/2020	2808	12/4/2019	SCOTCH BLUE TAPE TO POST ALL DETOUR SIGNS - TRANSP DIV.	21.96	**858.34**
R	SAN GABRIEL VALLEY	03383	1088102	1/9/2020	EMW191118	11/18/2019	OCT 16-31, 2019 TREE WATERING SVCS FOR PW MAINT. DIV.	3,206.44	
R	SAN GABRIEL VALLEY	03383	1088102	1/9/2020	EMW191119	11/18/2019	NOV 1-15, 2019 TREE WATERING SVCS FOR PW MAINT. DIV.	2,996.88	
R	SAN GABRIEL VALLEY	03383	1088102	1/9/2020	EMW191203	12/3/2019	NOV 16 - DEC 2, 2019 TREE WATERING SVCS FOR PW MAINT. DIV.	2,074.54	**8,277.86**
R	SANCHEZ	03175	1087947	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	160.43	**160.43**
R	SANTA ANNA	03416	1088212	1/16/2020	2.3-7.20	1/14/2020	REIMB MILEAGE & SUBSISTENCE: SAN DIEGO - PD	915.70	**915.70**
R	SANTANA	09313	1087948	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,588.41	**1,588.41**
R	SC FUELS	10059	1088103	1/9/2020	0183549	12/15/2019	NEIGHBORHOOD SVCS FUEL (12/01/19 - 12/15/19)	98.86	
R	SC FUELS	10059	1088104	1/9/2020	0188621	12/31/2019	P&R FUEL (12/15/19 - 12/31/19)	110.02	
R	SC FUELS	10059	1088213	1/16/2020	0188761	12/31/2019	NEIGHBORHOOD SVCS FUEL (12/17/19)	65.76	
R	SC FUELS	10059	1088213	1/16/2020	0183506	12/15/2019	PD FUEL (12/01/19 - 12/15/19)	9,192.65	
R	SC FUELS	10059	1088213	1/16/2020	0188487	12/31/2019	PD FUEL (12/16/19 - 12/31/19)	9,079.97	**18,547.26**
R	SCATCHARD	03222	1087949	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	200.43	**200.43**
R	SCHIRMER	10114	1087950	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	451.75	**451.75**
R	SCHUSTER, MARGARET	03264	1087951	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	506.24	**506.24**
R	SCHUSTER, STEVEN E	10149	1087952	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,723.24	**1,723.24**
R	SCMAF (SO. CALIF. MUNICIPAL	03334	1088215	1/16/2020	MEM-BROZ-20-5	12/31/2019	GROUP MEMB- BRONZE FT-2 PT-2 (P&R)	130.00	**130.00**
R	SCMAF - SAN GABRIEL VALLEY	12265	1088214	1/16/2020	BBCOACH2019ELMONTE	1/8/2020	SGV BASKETBALL COACH CLINIC - P&R	10.00	**10.00**
R	SCOTTY'S BRAKE & MUFFLER	03433	1088216	1/16/2020	005595	12/9/2019	TR-36 SMOG CHECK FOR BAR REPORT - TRANSP VEH.	30.00	
R	SCOTTY'S BRAKE & MUFFLER	03433	1088216	1/16/2020	005594	12/9/2019	TR-13 SMOG CHECK FOR BAR REPORT - TRANSP DIV.	30.00	**60.00**
R	SCROGGINS	03296	1087953	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	525.39	**525.39**
R	SEPULVEDA	10975	1087954	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	485.39	**485.39**
R	SHERWOOD	03456	1087955	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,588.41	**1,588.41**

Vendor Type	Vendor Name	Vendor Code	Check #	Check Date	Invoice #	Invoice Date	Description	Amount	Vendor Total
R	SHRED-IT	12563	1088217	1/16/2020	8128850113	12/22/2019	12/05/19 ON-SITE SHREDDING SERVICES FOR TREASURY DIV.	50.00	**50.00**
R	SIEDENTOPP	10113	1087956	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,588.41	**1,588.41**
R	SINNIG	03293	1087957	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	506.24	**506.24**
R	SMART & FINAL	03484	1088105	1/9/2020	029476	12/19/2019	SUGAR CONES FOR HOLIDAY CRAFT ACTIVITIES - PARKS/REC DIV.	19.69	**19.69**
R	SMITTY'S SIGNWORKS	03493	1088106	1/9/2020	24901	10/16/2019	LAMBERT PARK SIGN 24"X97"X.125 - PW MAINT DIV.	1,628.00	**1,628.00**
R	SNOOK	03291	1087958	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	864.82	**864.82**
R	SOSA	07371	1087959	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	441.10	**441.10**
R	SOUTHERN CALIFORNIA GAS CO	03527	1088221	1/16/2020	11.01-12.01.19	12/9/2019	AC#096-176-5242 6 (11.01-12.01.19) FUEL - TRANSP.	5,775.51	**5,775.51**
R	SOUTHERN CALIFORNIA GAS/SUNDRY	03528	1088222	1/16/2020	91109826	12/22/2019	DEC 2019 MONTHLY CNG STN MAINT. FEE FOR TRANSP. DIV.	575.00	**575.00**
R	SOUTHLAND MOBILITY	07423	1088223	1/16/2020	13612	12/12/2019	TR-1B PREV. MAINT. YEARLY INSPECTION - TRANSP DIV.	125.00	
R	SOUTHLAND MOBILITY	07423	1088223	1/16/2020	13609	12/12/2019	TR-14B PREV. MAINT. YEARLY INSPECTION - TRANSP DIV.	125.00	
R	SOUTHLAND MOBILITY	07423	1088223	1/16/2020	13610	12/12/2019	TR-15B PREV. MAINT. YEARLY INSPECTION - TRANSP DIV.	125.00	
R	SOUTHLAND MOBILITY	07423	1088223	1/16/2020	13611	12/12/2019	TR-77 PREV. MAINT. YEARLY INSPECTION - TRANSP DIV.	125.00	**500.00**
R	SOUTHLAND TRANSIT INC	03538	1088224	1/16/2020	ELMTR-12-2019	12/1/2019	NOV 2019 FIXED-ROUTE TRANSIT SERVICES CONTRACT FOR TRANSP.	82,225.59	
R	SOUTHLAND TRANSIT INC	03538	1088224	1/16/2020	ELMDR-11-2019	12/1/2019	NOV 2019 DIAL-A-RIDE SERVICE CONTRACT FOR TRANSP.	46,438.00	**128,663.59**
R	SPERRY	03307	1087960	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	807.34	**807.34**
R	SSD SYSTEMS	08999	1088113	1/9/2020	S-01011452	11/4/2019	CHECK SYSTEM PANEL - PW MAINT.	169.00	
R	SSD SYSTEMS	08999	1088113	1/9/2020	J-701001089	11/15/2019	INSTALLATION OF SECURITY RADIO FOR PW MAINT.	295.00	**464.00**
R	STACY	03257	1087961	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,189.78	**1,189.78**
R	STANLEY	12592	1087962	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,588.41	**1,588.41**
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519215	1/4/2020	2020 MNTH DESKPAD 22X17, CD-R SPINDLE, WINDOW ENV, BLEACH, AURA GEL	791.06	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519224	1/4/2020	HP 952XL/952 HYBLK/STDCLR 4PK, SPLS PHOTO PLUS 4X6 GLS 100PK - PW	406.40	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519183	1/4/2020	ECON STORAGE BOXES, BINDER VIEW, INDEX MAKER TABS BROTHER 3/4IN 2PK	271.52	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519211	1/4/2020	AA BATTIERS, GRIP RET BALL PEN, STICKIES, BINDER CLIPS, JMB PPR CLIPS, BLUE	188.14	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519161	1/4/2020	BLK TONER, FOLDER WRT ON EX AST FOR ENGINEERING DIV.	153.13	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519179	1/4/2020	AAG QTR ERASABLE 24X36, LAM WALL CAL YRLY, POCKET PORT, SANITIZER, PER	106.76	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519154	1/4/2020	STAPLES GUN TACKERALL FOR CITY CLRKS OFFCE	64.00	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519209	1/4/2020	BACK SUPPORT CUSHION - PD	36.62	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519153	1/4/2020	LOW-TEMP GLUE GUN FOR CITY CLRKS OFFCE	22.98	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519230	1/4/2020	BISTRO MRKR FINE SET 482 4A FOR PARKS/REC DIV.	17.92	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519226	1/4/2020	2020 AAG AQUA MEDAL DESK 22X17 FOR PW UTIL DIV.	13.39	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519129	1/4/2020	2020 DESK CALENDAR, MNTH PLNMO, DESK PAD, ENV GUM, CARD STOCK, STIC	727.03	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519216	1/4/2020	2020 MNTH APPT BK, WALL CAL 24X36, PASTEL PPR, FORE MP PREM 8.5X14 GR	373.09	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519219	1/4/2020	2020 APPT BK MNTH 9X11, DESK CALENDAR, MTH PLNMO WALL 8X11, ACCEL 1	268.32	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519228	1/4/2020	TRED REMAN BRO DR420 DRUM, TN450HYBLK TNR, 26A BLK TONER FOR PD	180.86	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519225	1/4/2020	2020 DESK CALENDAR, MNTH PLNMO WAL 20X30, SONIX RET GEL 12PK CHIP BX	125.04	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519213	1/4/2020	DART 12 OZ FOAM CUPS, STND DAIRY JOURNAL FOR PD	104.94	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519173	1/4/2020	FACIAL TISSUE, ADVIL TABS, TYLENOL EXT STR, UNI-BALL MED PENS FOR FINC.	54.48	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519177	1/4/2020	TYLENOL EXT STRNGTH, 2020 WALL CAL, POST ITS FOR PLANNING DIV.	35.77	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519199	1/4/2020	8X6 GRAPH PAD ELASTIC BLK FOR PLANNING DIV.	21.77	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519163	1/4/2020	NATIONAL PARKS WALL - ENGINEERING DIV.	16.49	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519168	1/4/2020	POWER EXTENSION CORD 10FT FOR FINANCE DIV.	7.10	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519208	1/4/2020	MULTIFLD TOWELS, 2PLY BATH, 2PLY WHT KRT 85SHT, HD 16MIC 45 GAL NAT, 1	872.66	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	435519212	1/4/2020	COPY PPR, INSULATED CUPS, 2PLYWHT KRT 85 SHT, MULTIFLD TWL, SEAR COVE	518.31	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519166	1/4/2020	THERMAL POS ROLLS, PPR BOND COPY, COPY PPR, PASTELS PPR, POWERSTRIP,	321.71	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519128	1/4/2020	2020 DESK PAD/CALENDER, BROTHER BLK/CLR, HIGHLTR, CUBE HOOKS - CODE I	190.25	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519170	1/4/2020	HP 90A BLK TONER CART FOR FINANCE DIV.	162.00	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519231	1/4/2020	HP 951XL HY YELLOW INK CART, CYAN INK CART FOR PARKS/REC DIV.	115.94	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519152	1/4/2020	GLUE STICKS REFILL PACK FOR CITY CLKS OFFICE	74.32	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519210	1/4/2020	KCUP FOLGRS CLASSIC ROAST 24BX, COFFEEMATE CREAMER 50CT, PLEDGE AER	40.24	

Vendor Type	Vendor Name	Vendor Code	Check #	Check Date	Invoice #	Invoice Date	Description	Amount	Vendor Total
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519175	1/4/2020	AAG DARKROMANCE WKLY 5X8 FOR HOUSING DIV.	25.29	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519217	1/4/2020	MOUSE PAD FOR TRANSP DIV.	18.79	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519156	1/4/2020	50014 T50 1/4 STAPLE1250/PK FOR CITY CLKS OFFCE	14.95	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519214	1/4/2020	BLK TONER, 2PLY BATH 500SHT, BLEACH, HD 16MIC 45GAL NAT CT/250, HD 6M	633.55	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519227	1/4/2020	HP OJ PRO 9015, SHARPIES, DURAMARK CHISEL BLK, PM FLAIR RED, PPRMATE M	334.18	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519165	1/4/2020	COPY PPR CASES FOR FINANCE DIV.	228.42	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519229	1/14/2020	RY20 BS BARCELONA MTHLY 8X10, SAFETY PINS, DAB N SEAL, ELMERS RUBBER	172.05	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519222	1/4/2020	CLOROX WIPES, FACIAL TISSUE, HIGHLGHTERS, GLADE PLUGIN REFILL, SCENTD (	120.76	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519206	1/4/2020	6X9 12PK STENO PAD, STICKIES, HYPE TANK CHISEL ASST 12PK, PAPERMATE ME	96.50	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519151	1/4/2020	2020 AAG PURPLE DIECUT WK 8X11 - CITY CLKS	49.48	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519158	1/4/2020	OINTMENT TRIPLE ANTIBIOTIC PK, BAND-AID, ALCOHOL PREP PAD, FIRST AID OI	30.91	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519181	1/4/2020	CLASSIC FLORAL DESK PAD CAL FOR HR	19.79	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519182	1/4/2020	PETFLIX 2020 WALL CALENDAR - HR	16.49	
R	STAPLES BUSINESS ADVANTAGE	04277	1088227	1/16/2020	3435519218	1/4/2020	CREDIT ON ACCT FOR RETURNED ITEMFOR TRNSP DIV.	(11.88)	**8,031.52**
R	STATE OF CALIF DEPT OF	03581	1088228	1/16/2020	OCT-DEC 2019	1/13/2020	EQD FEES OCT - DEC 2019	1,520.13	**1,520.13**
R	STATES	10139	1087963	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,189.78	**1,189.78**
R	STEVENS	12166	1087964	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	525.39	**525.39**
R	SULLIVAN	03295	1087965	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	845.67	**845.67**
R	SULZER ELECTO-MECH. SVCS. INC.	12509	1088114	1/9/2020	SIO9506	9/17/2019	FIELD SVC LABOR 09/16/19 SERVICE CALL WELL 2A LOCATED BAD SOL - PW UTIL	795.70	
R	SULZER ELECTO-MECH. SVCS. INC.	12509	1088114	1/9/2020	97511	12/11/2019	WATER TOWER LIGHT FIXTURE FOR PW UTIL DIV.	1,570.03	**2,365.73**
R	SWRCB (STATE OF CALIFORNIA	03589	1088229	1/16/2020	SW-0179516	11/20/2019	INDEX NO: 391597 (10/01/19 - 09/30/20) PERMIT FEE FACILITY ID: 4 19M100011	35,577.00	
R	SWRCB (STATE OF CALIFORNIA	03589	1088230	1/16/2020	WD-0164834	11/6/2019	INDEX NO: 388371 (07/01/19 - 06/30/20) PERMIT FEE FACILITY ID: 4SSO10385	14,073.00	**49,650.00**
R	T-MOBILE	03624	1088121	1/9/2020	11.21-12.20.19	12/21/2019	ACCT#951296420 (11/21/19 - 12/20/19) ECON DEV	119.33	**119.33**
R	TALAMANTEZ	07055	1087966	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	485.39	**485.39**
R	TARGET SPECIALTY PRODUCTS	04934	1088115	1/9/2020	PI0891999/PI0948422	11/14/2019	SUPPLIES FOR PW MAINT DIV.	533.61	**533.61**
R	TCHARKHOUTIAN	05845	1087967	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	296.74	**296.74**
R	TEP	12902	1088231	1/16/2020	1699	10/6/2019	GATEWAY TRANSIT TIA REVIEW - ENGINEERING DIV.	1,850.00	
R	TEP	12902	1088231	1/16/2020	1697	9/8/2019	TIA REVIEW - ORCHARD AT CYPRESS TEP CONSULTANT (E STUDOR) PRINCIPAL -	355.00	**2,205.00**
R	THE WORKSHOP	03914	1088117	1/9/2020	66792	11/18/2019	BUSINESS CARDS FOR JESSICA CHAN & LETICIA ORTIZ - ENGINEERING DIV.	99.00	
R	THE WORKSHOP	03914	1088118	1/9/2020	66921	12/23/2019	EMPD FORM 140 6X9 EVIDENCE ENVELOPES FOR PD	501.60	**600.60**
R	THOMAS	06701	1087968	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	973.26	
R	THOMAS	06701	1088119	1/9/2020	JAN 2020	1/8/2020	JAN 2020 SPOUSAL RETIREE MEDICARE REIMBURSEMENT	462.70	**1,435.96**
R	THOMPSON	03208	1087969	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	160.43	**160.43**
R	TIME WARNER CABLE	03671	1088120	1/9/2020	0016703121619	12/16/2019	ACCT#8448 20 899 0016703 CITYWIDE CABLE TV & INTERNET SRVC	1,933.40	**1,933.40**
R	TIMKEN II	09283	1087970	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	506.24	**506.24**
R	TOWNSEND PUBLIC AFFAIRS INC	09921	1088235	1/16/2020	15009	8/1/2019	AUG 2019 CONSULTING SVCS FOR CMO	4,500.00	
R	TOWNSEND PUBLIC AFFAIRS INC	09921	1088235	1/16/2020	15377	12/1/2019	DEC 2019 CONSULTING SVCS FOR CMO	4,500.00	
R	TOWNSEND PUBLIC AFFAIRS INC	09921	1088235	1/16/2020	15101	9/1/2019	SEPT 2019 CONSULTING SVCS FOR CMO	4,500.00	
R	TOWNSEND PUBLIC AFFAIRS INC	09921	1088235	1/16/2020	14900	7/1/2019	JULY 2019 CONSULTING SVCS FOR CMO	4,500.00	
R	TOWNSEND PUBLIC AFFAIRS INC	09921	1088235	1/16/2020	15289	11/1/2019	NOV 2019 CONSULTING SVCS FOR CMO	4,500.00	
R	TOWNSEND PUBLIC AFFAIRS INC	09921	1088235	1/16/2020	15193	10/1/2019	OCT 2019 CONSULTING SVCS FOR CMO	4,500.00	**27,000.00**
R	TREDENT DATA SYSTEMS, INC.	12388	1088122	1/9/2020	55373	11/12/2019	REMOTE BROCADE SWITCH CONFIGURATION & IMPLEMENTATION - I.T.	220.00	**220.00**
R	TROMP	08260	1087971	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,588.41	**1,588.41**
R	TUFF SHED, INC.	10482	1088123	1/9/2020	1445075	11/19/2019	PREMIER LEAN 4X14 - PD	3,361.67	**3,361.67**
R	TULA	05251	1087972	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	200.43	**200.43**
R	TURNER	03297	1087973	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,189.78	**1,189.78**
R	TYLER TECHNOLOGIES	03723	1088124	1/9/2020	045-285109	11/30/2019	11/18/19 CASHIERING CONSULT NINA BUJACICH - TREASURY	160.00	**160.00**
R	U S ARMOR	03759	1088125	1/9/2020	24820	9/25/2019	ENFORCER CONCEAL 3316LVL IIIA MALE NIJ.06 RIPSTOP, CARRIER RANGER 200	728.19	
R	U S ARMOR	03759	1088126	1/9/2020	26136	1/2/2020	ENFORCER CONEAL XLT3A-01 (M) NIJ.04/.05-RIPSTOP, CARRIER, POCKET INSTAL	849.55	**1,577.74**
R	U.S. BANK INSTITUTIONAL TRUST	08004	1088127	1/9/2020	AE-EXS00B 02.01.20	12/23/2019	PUB. AGY RET. SVCS EXCESS BEN PLAN 02/01/2020	32,203.00	

Vendor Type	Vendor Name	Vendor Code	Check #	Check Date	Invoice #	Invoice Date	Description	Amount	Vendor Total
R	U.S. BANK INSTITUTIONAL TRUST	08004	1088236	1/16/2020	AE-EXS00B 02.01.20	12/23/2019	REPLACE CK #1088127 PUB. AGY RET. SVCS EXCESS BEN PLAN 02/01/2020	32,203.00	**64,406.00**
R	ULINE	03729	1088128	1/9/2020	114953684	12/5/2019	LIGHTWEIGHT HIVIS RAIN JACKET-L FOR ENGINEERING DIV.	271.18	**271.18**
R	UNITED PARCEL SERVICE (UPS)	03739	1088238	1/16/2020	000090X141010	1/4/2020	REPLENISH SHIPPING ACCT #90X141 - CITYWIDE	1,000.00	**1,000.00**
R	VAIL	06360	1087974	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	479.64	**479.64**
R	VALENTI-COHEN	03189	1087975	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	160.43	**160.43**
R	VALENZUELA	03778	1087976	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	1,588.41	**1,588.41**
R	VALLEY VISTA SERVICES INC	03784	1088240	1/16/2020	0003828274	1/1/2020	01/01/20-03/31/20 BONWOOD/KLINGERMAN APT RESIDENTIAL SRVC BILLING)	24,735.33	
R	VALLEY VISTA SERVICES INC	03784	1088240	1/16/2020	0003834991	1/1/2020	01/01/20-03/31/20 (11462 LEE LN RESIDENTIAL SERVICE BILLING) - ENVIRO SRV	92.97	**24,828.30**
R	VERIZON	06985	1088130	1/9/2020	9844531249	12/18/2019	ACCT#972054175-00001 11.19-12.18.19 - PD	3,921.44	**3,921.44**
R	VERIZON WIRELESS	07329	1088129	1/9/2020	9844332229	12/15/2019	AC#772108629-00001 (11/16/19 - 12/15/19)	1,775.33	
R	VERIZON WIRELESS	11570	1088241	1/16/2020	9814732556	11/8/2019	ACCT#842168232-00001 10.09-11.08.19 - PW	705.07	**2,480.40**
R	VERSATILE INFORMATION PRODUCTS	03809	1088131	1/9/2020	020120013121-07	12/16/2019	PUMA ENTERPRISE EDITION MANAGEMENT SOFTWARE FO 02.01.20-01.31.21 -	3,898.00	**3,898.00**
R	VOLUNTEERS OF AMERICA OF	08233	1088242	1/16/2020	NOV 2019	12/16/2019	NOV 2019 ESG STREET OUTREACH PROGRAM - HOUSING	5,275.82	
R	VOLUNTEERS OF AMERICA OF	08233	1088242	1/16/2020	NOV 2019	12/16/2019	NOV 2019 ESG RAPID RE-HOUSING PRG - HOUSING	7,181.08	
R	VOLUNTEERS OF AMERICA OF	08233	1088242	1/16/2020	NOV 2019	12/16/2019	NOV 2019 ESG HOMELESS PREVENTION PROGRAM - HOUSING	5,876.64	**18,333.54**
R	WATERMAN	03256	1087977	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	630.56	**630.56**
R	WEINTRAUB	05640	1087978	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	864.82	**864.82**
R	WELCH	03258	1087979	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	778.48	**778.48**
R	WELDON, ANGELA	10976	1087980	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	200.43	**200.43**
R	WELDON, KENNETH	05180	1087981	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	419.16	**419.16**
R	WENRICK	12233	1087982	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	485.39	**485.39**
R	WEST COAST AERIAL PHOTOGRAPHY	12866	1088132	1/9/2020	7303	11/27/2019	AERIAL PHOTOGRAPHY, ENLARGEMENT, POSTAGE & DELIVERY FOR PW MAINT	4,880.00	**4,880.00**
R	WEST COAST ARBORISTS INC	07251	1088133	1/9/2020	154094	9/30/2019	19-20 TREE MAINT FOR PW MAINT DIV. FOR SEPT 16-30, 2019	6,785.00	**6,785.00**
R	WEX BANK	12659	1088134	1/9/2020	62759444	12/6/2019	ACCT #0496-00-477733-0 SHELL FUEL 11/8/19 - 11/23/19 FOR PD	319.71	
R	WEX BANK	12659	1088243	1/16/2020	63245919	1/6/2020	ACCT #0496-00-477733-0 SHELL FUEL 12/6/19 - 1/1/20 FOR PD	245.71	**565.42**
R	WHARY II	03312	1087983	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	539.86	**539.86**
R	WILLDAN ENGINEERING	03897	1088135	1/9/2020	00618273	11/7/2019	PROF SVCS RENDERED THRU 10.25.19 (TRACT MAP 82656) - ENGINEERING DIV.	1,356.25	
R	WILLDAN ENGINEERING	03897	1088135	1/9/2020	00329879	6/28/2019	PROF SVCS RENDERED THRU 05.31.19 (GOODMAN LOGISTICS CTR - 10150 LOW	370.00	
R	WILLDAN ENGINEERING	03897	1088135	1/9/2020	00617663	6/24/2019	PROF SVCS RENDERED THRU 05.31.19 (11217 RANCHITO ST LOT LINE ADJUSTM	160.00	
R	WILLDAN ENGINEERING	03897	1088135	1/9/2020	00331049	11/27/2019	PROF SVCS RENDERED THRU 10.25.19 (11707 GARVEY AVE & 3100 BASEBALL AV	5,911.54	
R	WILLDAN ENGINEERING	03897	1088135	1/9/2020	00330141	8/2/2019	PROF SVCS RENDERED THRU 06.30.19 (GOODMAN LOGISTICS CTR - 10150 LOW	521.50	
R	WILLDAN ENGINEERING	03897	1088135	1/9/2020	00617901	8/12/2019	PROF SVCS RENDERED THRU 07.26.19 (11822 RANCHITO ST LLA) - ENGINEERING	320.00	
R	WILLDAN ENGINEERING	03897	1088135	1/9/2020	00331051	11/27/2019	PROF SVCS RENDERED THRU 10.25.19 (2610-2616 DURFEE AVE) - ENGINEERING	30.48	
R	WILLDAN ENGINEERING	03897	1088135	1/9/2020	00330335	9/4/2019	PROF SVCS RENDERED THRU 07.26.19 (GOODMAN LOGISTICS CTR - 10150 LOW	553.00	
R	WILLDAN ENGINEERING	03897	1088135	1/9/2020	00617900	8/12/2019	PROF SVCS RENDERED THRU 07.26.19 (PM 77110) - ENGINEERING DIV.	320.00	
R	WILLDAN ENGINEERING	03897	1088135	1/9/2020	00331050	11/27/2019	PROF SVCS RENDERED THRU 10.25.19 (10949 GARVEY AVE) - ENGINEERING DIV	53.00	
R	WILLDAN ENGINEERING	03897	1088135	1/9/2020	00331056	11/27/2019	PROF SVCS RENDERED THRU 10.25.19 (4708 ARDEN DRIVE) - ENGINEERING DIV.	1,268.75	
R	WILLDAN ENGINEERING	03897	1088135	1/9/2020	00618127	10/11/2019	PROF SVCS RENDERED THRU 09.27.19 (PM 77110) - ENGINEERING DIV.	340.00	
R	WILLDAN ENGINEERING	03897	1088135	1/9/2020	00618142	10/11/2019	PROF SVCS RENDERED THRU 09.27.19 (3927-3933 BALDWIN AVE LLA) - ENGINEI	131.25	
R	WILLDAN ENGINEERING	03897	1088244	1/16/2020	00516840	9/4/2019	PROF SVCS RENDERED THRU 08.30.19 PEER REVIEW CIP 899 SLURRY SEAL OVER	2,500.00	
R	WILLDAN ENGINEERING	03897	1088245	1/16/2020	00618143	10/11/2019	PROF SVCS RENDERED THRU 09.27.19 (3454 TYLER AVE EASEMENT) - ENGIN.	393.75	
R	WILLDAN ENGINEERING	03897	1088245	1/16/2020	00617790	7/19/2019	PROF SVCS RENDERED THRU 06.30.19 (11944 MCGIRK ST) - ENGIN.	715.00	
R	WILLDAN ENGINEERING	03897	1088245	1/16/2020	00618272	11/7/2019	PROF SVCS RENDERED THRU 10.25.19 (3454 TYLER AVE EASEMENT) - ENGIN.	431.25	**15,375.77**
R	WILLDAN FINANCIAL SERVICES	04483	1088246	1/16/2020	010-42899	10/22/2019	PROF SVCS RENDERED THRU 10.25.19 (3454 TYLER AVE EASEMENT) - ENGIN.	4,760.00	**4,760.00**
R	WILLIAMS	09965	1087985	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	525.39	**525.39**
R	WILLIAMS JR.	07056	1087984	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	845.67	**845.67**
R	WILLIAMS SCOTSMAN INC	12310	1088136	1/9/2020	7399399	12/24/2019	12/24/19-01/23/20 12X48 MOBILE OFFICE FOR PD	488.95	**488.95**
R	WILLS	03903	1087986	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	485.39	**485.39**
R	WINNER INTERNATIONAL INC	03906	1088137	1/9/2020	129873	12/4/2019	FOIL CURTAIN FOR HOLIDAY HOUSE EVENT - PW MAINT.	79.20	
R	WINNER INTERNATIONAL INC	03906	1088137	1/9/2020	129959	12/5/2019	MAGIC CURTAIN BLUE FOR HOLIDAY HOUSE - PW MAINT.	72.60	**151.80**

Vendor Type	Vendor Name	Vendor Code	Check #	Check Date	Invoice #	Invoice Date	Description	Amount	Vendor Total
R	WONG	03309	1087987	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	630.56	**630.56**
R	YOUNGQUIST	03953	1087988	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM	525.39	**525.39**
R	ZAJC	03219	1087989	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	160.43	**160.43**
R	ZINK	03301	1087990	1/8/2020	SUBSDY JAN 20	1/8/2020	INS PREMIUM & RETIREE CONTRIBUTION	160.43	**160.43**
R	**Regular Vendor Total**								**2,624,778.00**
T	EWING IRRIGATION PRODUCTS	02003	1088037	1/9/2020	8668908	11/8/2019	BACK FLOW TESTING SUPPLIES FOR PW MAINT DIV.	140.05	**140.05**
T	GRAINGER	02183	1088050	1/9/2020	9363359317	11/21/2019	2016 EMERGENCY RESPONSE GUIDE FOR PW UTIL DIV.	160.61	**160.61**
T	HOME DEPOT	06479	1088056	1/9/2020	2192025	11/27/2019	EXT CORD., HOSE, PLASTIC UTIL PUMP - PW MAINT.	1,195.20	
T	HOME DEPOT	06479	1088056	1/9/2020	5449286	11/14/2019	3000 WATT CONT. WATT PEA FOR PW MAINT.	392.17	
T	HOME DEPOT	06479	1088056	1/9/2020	9284933	11/20/2019	6.5IN POINSETTIAS FOR PW MAINT.	230.34	
T	HOME DEPOT	06479	1088056	1/9/2020	3025128	11/6/2019	KNIT TINEY TRIM 2PK KIT, WOOD GLUE, DRYWALL SCREW, GARDEN SOIL - PW M	163.32	
T	HOME DEPOT	06479	1088056	1/9/2020	6046247	11/13/2019	RATCHET, HORIZ. E TRACK, J HOOK, ROPE FOR PW MAINT.	53.97	
T	HOME DEPOT	06479	1088056	1/9/2020	4045170	11/5/2019	LOCTITE POWER GRAB EXP ALL PURP 9OZ., PLASTIC WOOD LATEX WHT 6OZ. - P	25.89	
T	HOME DEPOT	06479	1088056	1/9/2020	8047337	11/21/2019	RANGE & DRYER WALLPLT, MIDWAY BLANK WALLPLT - PW MAINT.	4.58	
T	HOME DEPOT	06479	1088056	1/9/2020	3903194	11/26/2019	LED REEL MINI CLEAR FOR PW MAINT.	1,653.89	
T	HOME DEPOT	06479	1088056	1/9/2020	4283804	11/5/2019	DRILL BITS, HEX HEAD, RWD SQ HOLE ARCH LAT, VIG BLK MULCH, GARDEN SOIL	393.83	
T	HOME DEPOT	06479	1088056	1/9/2020	8024518	11/1/2019	PAINT, HEX SCREW, RIVETS, PRIME DOUG FIR - PW MAINT DIV.	268.80	
T	HOME DEPOT	06479	1088056	1/9/2020	2213078	11/27/2019	INFLATABLE FUZZY REINDEER FOR PW MAINT.	196.90	
T	HOME DEPOT	06479	1088056	1/9/2020	3300553	11/6/2019	CONDUIT, EXT CORD, WIRE CONN, RDC BUSHING, OIL PP WHT, PAINT PEN, BLK	56.32	
T	HOME DEPOT	06479	1088056	1/9/2020	7046094	11/12/2019	DEMON CONICAL FOR PW MAINT.	26.30	
T	HOME DEPOT	06479	1088056	1/9/2020	3047962	11/26/2019	SMALL DIM FUSE, FUSES - PW MAINT.	8.58	
T	HOME DEPOT	06479	1088056	1/9/2020	3903963	11/26/2019	LED REEL FOR PW MAINT.	1,661.44	
T	HOME DEPOT	06479	1088056	1/9/2020	2441871	11/27/2019	LED REEL MINI CLEAR FOR PW MAINT.	413.47	
T	HOME DEPOT	06479	1088056	1/9/2020	3300548	11/6/2019	POINSETTIAS, WATERING WAND, GOODYEAR MAXLITE HI-VIS FOR PW MAINT.	276.85	
T	HOME DEPOT	06479	1088056	1/9/2020	6302888	11/13/2019	POINSETTIAS, PLANT STAND, AGAPANTHUS PETER PAN 2.5QT - PW MAINT.	204.48	
T	HOME DEPOT	06479	1088056	1/9/2020	8013868	11/21/2019	PVC SOLVENT, CEMENT, ROMEX CONN, CLAMP, STEPBIT, DRILL BIT- PW MAINT.	62.24	
T	HOME DEPOT	06479	1088056	1/9/2020	6302891	11/13/2019	RED VELVET BOW WITH BELL - PW MAINT.	30.57	
T	HOME DEPOT	06479	1088056	1/9/2020	0361512	10/30/2019	HINGE, LOCKS, SHELF BRKTS - PW MAINT.	20.91	
T	HOME DEPOT	06479	1088056	1/9/2020	3343001	11/26/2019	QUIKRETE COM GRD, BLACKTOP PATCH, POLY SAND BAG FOR PW MAINT.	2,225.18	
T	HOME DEPOT	06479	1088056	1/9/2020	6302827	11/13/2019	6.5IN POINT FOR PW MAINT.	764.31	
T	HOME DEPOT	06479	1088056	1/9/2020	9284926	11/20/2019	6.5IN POINT FOR PW MAINT.	383.90	
T	HOME DEPOT	06479	1088056	1/9/2020	7026026	11/12/2019	BTR PRIME DF, LBR FEE, TEMP HDBD FOR PW MAINT.	213.13	
T	HOME DEPOT	06479	1088056	1/9/2020	3300539	11/6/2019	SUPPLIES FOR PW MAINT DIV.	153.56	
T	HOME DEPOT	06479	1088056	1/9/2020	0047014	11/19/2019	BR30HO DL DIM LED 2P - PW MAINT.	49.01	
T	HOME DEPOT	06479	1088056	1/9/2020	3301812	11/26/2019	EXT CORD FOR PW MAINT.	23.07	**11,152.21**
T	MAINTEX INC	02625	1088070	1/9/2020	748868-00	10/23/2019	JANITORIAL SUPPLIES FOR PW MAINT DIV.	1,681.86	
T	MAINTEX INC	02625	1088070	1/9/2020	748854-01	10/28/2019	JANITORIAL SUPPLIES FOR PW MAINT DIV.	286.40	
T	MAINTEX INC	02625	1088070	1/9/2020	745554-01	10/10/2019	JANITORIAL SUPPLIES FOR TROLLEY STN - PW MAINT DIV.	93.66	
T	MAINTEX INC	02625	1088070	1/9/2020	748862-00	10/23/2019	JANITORIAL SUPPLIES FOR PW MAINT DIV.	3,310.74	
T	MAINTEX INC	02625	1088070	1/9/2020	747018-00	10/15/2019	JANITORIAL SUPPLIES FOR BUS ROUTE -PW MAINT DIV.	2,111.43	
T	MAINTEX INC	02625	1088070	1/9/2020	738704-11	8/26/2019	LINERS FOR BUS ROUTE -PW MAINT DIV.	1,555.49	
T	MAINTEX INC	02625	1088070	1/9/2020	745554-02	10/22/2019	JANITORIAL SUPPLIES FOR TROLLEY STN FOR PW MAINT DIV.	206.23	
T	MAINTEX INC	02625	1088070	1/9/2020	747074-01	10/29/2019	JANITORIAL SUPPLIES FOR TRANS. YARD - PW MAINT DIV.	41.02	
T	MAINTEX INC	02625	1088070	1/9/2020	752359-00	11/19/2019	JANITORIAL SUPPLIES FOR PW MAINT DIV.	1,920.36	
T	MAINTEX INC	02625	1088070	1/9/2020	748854-02	10/29/2019	JANITORIAL SUPPLIES FOR PW MAINT DIV.	535.25	
T	MAINTEX INC	02625	1088070	1/9/2020	748862-01	10/25/2019	JANITORIAL SUPPLIES FOR PW MAINT DIV.	180.38	
T	MAINTEX INC	02625	1088070	1/9/2020	745554-03	10/28/2019	JANITORIAL SUPPLIES FOR TROLLEY SNT - PW MAINT DIV.	3.45	
T	MAINTEX INC	02625	1088070	1/9/2020	748854-00	10/23/2019	JANITORIAL SUPPLIES FOR PW MAINT DIV.	5,005.58	
T	MAINTEX INC	02625	1088070	1/9/2020	745554-00	10/3/2019	JANITORIAL SUPPLIES FOR TROLLEY STN - PW MAINT DIV.	1,797.61	

Vendor Type	Vendor Name	Vendor Code	Check #	Check Date	Invoice #	Invoice Date	Description	Amount	Vendor Total
T	MAINTEX INC	02625	1088070	1/9/2020	741551-01	10/1/2019	TOWEL ROLL, LOTION, CLEAN SOAP FOR PW MAINT DIV.	342.71	
T	MAINTEX INC	02625	1088070	1/9/2020	748868-01	10/25/2019	JANITORIAL SUPPLIES FOR PW MAINT DIV.	112.21	**19,184.38**
T	NAPA AUTO PARTS	02791	1088078	1/9/2020	0523-256062	12/18/2019	TIRE PRESSURE MONITORING SYS - PD VEH	49.49	**49.49**
T	SAN GABRIEL VALLEY WATER CO	03406	1088101	1/9/2020	031530-12/19	12/30/2019	AC#1-1-911-0315-3-0 (11/26-12/27/19)	548.67	
T	SAN GABRIEL VALLEY WATER CO	03406	1088101	1/9/2020	016610-12/19	12/30/2019	AC#1-1-911-0166-1-0 (11/26-12/27/19)	573.04	
T	SAN GABRIEL VALLEY WATER CO	03406	1088101	1/9/2020	950701-12/19	12/26/2019	AC#1-1-009-9507-0-1 (11/01-12/03/19)	37.34	
T	SAN GABRIEL VALLEY WATER CO	03406	1088101	1/9/2020	007650-12/19	12/30/2019	AC#1-1-911-0076-5-0 (11/26-12/27/19)	114.38	
T	SAN GABRIEL VALLEY WATER CO	03406	1088101	1/9/2020	518000-12/19	12/18/2019	AC#1-1-023-5180-0-0 (11/18-12/17/19)	114.38	
T	SAN GABRIEL VALLEY WATER CO	03406	1088210	1/16/2020	841900-01/20	1/2/2020	AC#1-1-008-8419-0-0 (12/02-12/31/19)	483.85	
T	SAN GABRIEL VALLEY WATER CO	03406	1088210	1/16/2020	738500-01/20	1/2/2020	AC#1-1-005-7385-0-0 (12/02-12/31/19)	380.56	
T	SAN GABRIEL VALLEY WATER CO	03406	1088210	1/16/2020	123501-01/20	1/2/2020	AC#1-1-001-1235-0-1 (11/27-12/30/19)	183.04	
T	SAN GABRIEL VALLEY WATER CO	03406	1088210	1/16/2020	020000-01/20	1/8/2020	AC#1-1-020-0200-0-0 (12/06-01/07/20)	122.33	
T	SAN GABRIEL VALLEY WATER CO	03406	1088210	1/16/2020	614130-01/20	1/2/2020	AC#1-1-005-6141-3-0 (12/02-12/31/19)	90.41	
T	SAN GABRIEL VALLEY WATER CO	03406	1088210	1/16/2020	508000-01/20	1/2/2020	AC#1-1-005-5080-0-0 (12/02-12/31/19)	65.14	
T	SAN GABRIEL VALLEY WATER CO	03406	1088210	1/16/2020	908700-01/20	1/3/2020	AC#1-1-009-9087-0-0 (12/03-01/02/20)	26.84	
T	SAN GABRIEL VALLEY WATER CO	03406	1088210	1/16/2020	160550-01/20	1/6/2020	AC#1-1-011-1605-5-0 (12/04-01/03/20)	22.87	
T	SAN GABRIEL VALLEY WATER CO	03406	1088210	1/16/2020	440300-01/20	1/6/2020	AC#1-1-013-4403-0-0 (12/04-01/03/20)	444.12	
T	SAN GABRIEL VALLEY WATER CO	03406	1088210	1/16/2020	621760-01/20	1/2/2020	AC#1-1-005-6217-6-0 (12/02-12/31/19)	360.69	
T	SAN GABRIEL VALLEY WATER CO	03406	1088210	1/16/2020	200410-01/20	1/6/2020	AC#1-1-011-2004-1-0 (12/04-01/03/20)	183.04	
T	SAN GABRIEL VALLEY WATER CO	03406	1088210	1/16/2020	702651-01/20	1/7/2020	AC#1-1-017-7026-5-1 (12/05-01/06/20)	118.35	
T	SAN GABRIEL VALLEY WATER CO	03406	1088210	1/16/2020	579301-01/20	1/2/2020	AC#1-1-005-5793-0-1 (12/02-12/31/19)	81.03	
T	SAN GABRIEL VALLEY WATER CO	03406	1088210	1/16/2020	950701-01/20	1/3/2020	AC#1-1-009-9507-0-1 (12/03-01/02/20)	57.20	
T	SAN GABRIEL VALLEY WATER CO	03406	1088210	1/16/2020	487000-01/20	1/2/2020	AC#1-1-003-4870-0-0 (11/27-12/30/19)	22.87	
T	SAN GABRIEL VALLEY WATER CO	03406	1088210	1/16/2020	201000-01/20	1/6/2020	AC#1-1-011-2010-0-0 (12/04-01/03/20)	22.87	
T	SAN GABRIEL VALLEY WATER CO	03406	1088210	1/16/2020	440500-01/20	1/6/2020	AC#1-1-013-4405-0-0 (12/04-01/03/20)	571.25	
T	SAN GABRIEL VALLEY WATER CO	03406	1088210	1/16/2020	526401-01/20	1/7/2020	AC#1-1-015-5264-0-1 (12/05-01/06/20)	429.36	
T	SAN GABRIEL VALLEY WATER CO	03406	1088210	1/16/2020	604800-01/20	1/2/2020	AC#1-1-005-6048-0-0 (12/02-12/31/19)	301.10	
T	SAN GABRIEL VALLEY WATER CO	03406	1088210	1/16/2020	595651-01/20	1/2/2020	AC#1-1-005-5956-5-1 (12/02-12/31/19)	173.97	
T	SAN GABRIEL VALLEY WATER CO	03406	1088210	1/16/2020	811100-01/20	1/2/2020	AC#1-1-008-8111-0-0 (12/02-12/31/19)	114.38	
T	SAN GABRIEL VALLEY WATER CO	03406	1088210	1/16/2020	591701-01/20	1/2/2020	AC#1-1-005-5917-0-1 (12/02-12/31/19)	77.06	
T	SAN GABRIEL VALLEY WATER CO	03406	1088210	1/16/2020	160511-01/20	1/6/2020	AC#1-1-011-1605-1-1 (12/04-01/03/20)	57.20	
T	SAN GABRIEL VALLEY WATER CO	03406	1088210	1/16/2020	614000-01/20	1/2/2020	AC#1-1-005-6140-0-0 (12/02-12/31/19)	22.87	
T	SAN GABRIEL VALLEY WATER CO	03406	1088210	1/16/2020	122500-01/20	1/8/2020	AC#1-1-021-1225-0-0 (12/06-01/07/20)	22.87	
T	SAN GABRIEL VALLEY WATER CO	03406	1088210	1/16/2020	850200-01/20	1/2/2020	AC#1-1-008-8502-0-0 (12/02-12/31/19)	520.73	
T	SAN GABRIEL VALLEY WATER CO	03406	1088210	1/16/2020	850000-01/20	1/2/2020	AC#1-1-008-8500-0-0 (12/02-12/31/19)	405.52	
T	SAN GABRIEL VALLEY WATER CO	03406	1088210	1/16/2020	622700-01/20	1/2/2020	AC#1-1-005-6227-0-0 (12/02-12/31/19)	289.18	
T	SAN GABRIEL VALLEY WATER CO	03406	1088210	1/16/2020	920651-01/20	1/3/2020	AC#1-1-009-9206-5-1 (12/03-01/02/20)	130.27	
T	SAN GABRIEL VALLEY WATER CO	03406	1088210	1/16/2020	008700-01/20	1/8/2020	AC#1-1-020-0087-0-0 (12/06-01/07/20)	114.38	
T	SAN GABRIEL VALLEY WATER CO	03406	1088210	1/16/2020	926501-01/20	1/3/2020	AC#1-1-009-9265-0-1 (12/03-01/02/20)	73.09	
T	SAN GABRIEL VALLEY WATER CO	03406	1088210	1/16/2020	951951-01/20	1/3/2020	AC#1-1-009-9519-5-1 (12/03-01/02/20)	34.31	
T	SAN GABRIEL VALLEY WATER CO	03406	1088210	1/16/2020	614100-01/20	1/2/2020	AC#1-1-005-6141-0-0 (12/02-12/31/19)	22.87	
T	SAN GABRIEL VALLEY WATER CO	03406	1088211	1/16/2020	974900-01/20	1/9/2020	AC#1-1-019-9749-0-0 (12/09-01/08/20)	114.38	
T	SAN GABRIEL VALLEY WATER CO	03406	1088211	1/16/2020	282000-01/20	1/9/2020	AC#1-1-032-2820-0-0 (12/09-01/08/20)	114.38	
T	SAN GABRIEL VALLEY WATER CO	03406	1088211	1/16/2020	225610-01/20	1/9/2020	AC#1-1-032-2256-1-0 (12/09-01/08/20)	154.11	
T	SAN GABRIEL VALLEY WATER CO	03406	1088211	1/16/2020	571000-01/20	1/10/2020	AC#1-1-034-5710-0-0 (12/10-01/09/20)	57.20	
T	SAN GABRIEL VALLEY WATER CO	03406	1088211	1/16/2020	254001-01/20	1/9/2020	AC#1-1-032-2540-0-1 (12/09-01/08/20)	295.56	
T	SAN GABRIEL VALLEY WATER CO	03406	1088211	1/16/2020	436520-01/20	1/10/2020	AC#1-1-034-4365-2-0 (12/10-01/09/20)	57.20	**8,206.26**
T	SOUTHERN CALIFORNIA EDISON	03520	1088107	1/9/2020	5362627-1219	12/28/2019	AC#2-01-536-2627 (11/26-12/27/19)	1,224.29	
T	SOUTHERN CALIFORNIA EDISON	03520	1088107	1/9/2020	5363120-1219	12/31/2019	AC#2-01-536-3120 (11/27-12/30/19)	327.22	
T	SOUTHERN CALIFORNIA EDISON	03520	1088107	1/9/2020	5364243-0120	1/3/2020	AC#2-01-536-4243 (12/03-01/02/20)	53.39	

Vendor Type	Vendor Name	Vendor Code	Check #	Check Date	Invoice #	Invoice Date	Description	Amount	Vendor Total
T	SOUTHERN CALIFORNIA EDISON	03520	1088107	1/9/2020	5363047-1219	12/24/2019	AC#2-01-536-3047 (11/22-12/23/19)	46.58	
T	SOUTHERN CALIFORNIA EDISON	03520	1088107	1/9/2020	5363294-1219	12/31/2019	AC#2-01-536-3294 (11/27-12/30/19)	40.82	
T	SOUTHERN CALIFORNIA EDISON	03520	1088107	1/9/2020	5364235-1219	12/26/2019	AC#2-01-536-4235 (11/23-12/24/19)	13.95	
T	SOUTHERN CALIFORNIA EDISON	03520	1088107	1/9/2020	5364748-1219	12/26/2019	AC#2-01-536-4748 (11/23-12/24/19)	9.95	
T	SOUTHERN CALIFORNIA EDISON	03520	1088107	1/9/2020	5362700-1219	12/24/2019	AC#2-01-536-2700 (11/22-12/23/19)	642.89	
T	SOUTHERN CALIFORNIA EDISON	03520	1088107	1/9/2020	5363211-1219	12/23/2019	AC#2-01-536-3211 (11/21-12/21/19)	236.57	
T	SOUTHERN CALIFORNIA EDISON	03520	1088107	1/9/2020	5364763-1219	12/31/2019	AC#2-01-536-4763 (11/27-12/30/19)	53.09	
T	SOUTHERN CALIFORNIA EDISON	03520	1088107	1/9/2020	5363153-1219	12/26/2019	AC#2-01-536-3153 (11/23-12/24/19)	45.15	
T	SOUTHERN CALIFORNIA EDISON	03520	1088107	1/9/2020	5364623-1219	12/24/2019	AC#2-01-536-4623 (11/22-12/23/19)	33.63	
T	SOUTHERN CALIFORNIA EDISON	03520	1088107	1/9/2020	5364664-1219	12/26/2019	AC#2-01-536-4664 (11/23-12/24/19)	10.45	
T	SOUTHERN CALIFORNIA EDISON	03520	1088107	1/9/2020	9887308-1219	12/26/2019	AC#2-00-988-7308 (11/23-12/24/19)	6.87	
T	SOUTHERN CALIFORNIA EDISON	03520	1088107	1/9/2020	5363732-1219	12/31/2019	AC#2-01-536-3732 (11/27-12/30/19)	609.10	
T	SOUTHERN CALIFORNIA EDISON	03520	1088107	1/9/2020	5362759-1219	12/23/2019	AC#2-01-536-2759 (11/21-12/21/19)	133.07	
T	SOUTHERN CALIFORNIA EDISON	03520	1088107	1/9/2020	9887597-1219	12/26/2019	AC#2-00-988-7597 (11/23-12/24/19)	51.26	
T	SOUTHERN CALIFORNIA EDISON	03520	1088107	1/9/2020	5364441-1219	12/28/2019	AC#2-01-536-4441 (11/26-12/27/19)	44.91	
T	SOUTHERN CALIFORNIA EDISON	03520	1088107	1/9/2020	5364631-1219	12/28/2019	AC#2-01-536-4631 (11/26-12/27/19)	30.92	
T	SOUTHERN CALIFORNIA EDISON	03520	1088107	1/9/2020	5362767-1219	12/23/2019	AC#2-01-536-2767 (11/21-12/21/19)	10.27	
T	SOUTHERN CALIFORNIA EDISON	03520	1088107	1/9/2020	9888025-1219	12/24/2019	AC#2-00-988-8025 (11/22-12/23/19)	6.57	
T	SOUTHERN CALIFORNIA EDISON	03520	1088107	1/9/2020	5362601-1219	12/27/2019	AC#2-01-536-2601 (11/25-12/26/19)	3,620.22	
T	SOUTHERN CALIFORNIA EDISON	03520	1088107	1/9/2020	1938230-0120	1/2/2020	AC#2-01-193-8230 (12/01-01/01/20)	468.90	
T	SOUTHERN CALIFORNIA EDISON	03520	1088107	1/9/2020	9887217-1219	12/24/2019	AC#2-00-988-7217 (11/22-12/23/19)	69.18	
T	SOUTHERN CALIFORNIA EDISON	03520	1088107	1/9/2020	5364706-1219	12/27/2019	AC#2-01-536-4706 (11/25-12/26/19)	51.22	
T	SOUTHERN CALIFORNIA EDISON	03520	1088107	1/9/2020	9887779-1219	12/26/2019	AC#2-00-988-7779 (11/23-12/24/19)	43.18	
T	SOUTHERN CALIFORNIA EDISON	03520	1088107	1/9/2020	5363690-1219	12/26/2019	AC#2-01-536-3690 (11/23-12/24/19)	24.70	
T	SOUTHERN CALIFORNIA EDISON	03520	1088107	1/9/2020	5363658-1219	12/26/2019	AC#2-01-536-3658 (11/23-12/24/19)	9.95	
T	SOUTHERN CALIFORNIA EDISON	03520	1088108	1/9/2020	5365091-0120	1/2/2020	AC#2-01-536-5091 (12/02-12/31/19)	228.92	
T	SOUTHERN CALIFORNIA EDISON	03520	1088108	1/9/2020	5367147-1219	12/26/2019	AC#2-01-536-7147 (11/23-12/24/19)	92.17	
T	SOUTHERN CALIFORNIA EDISON	03520	1088108	1/9/2020	5367006-1219	12/26/2019	AC#2-01-536-7006 (11/23-12/24/19)	77.53	
T	SOUTHERN CALIFORNIA EDISON	03520	1088108	1/9/2020	5365315-0120	1/4/2020	AC#2-01-536-5315 (12/04-01/03/20)	64.24	
T	SOUTHERN CALIFORNIA EDISON	03520	1088108	1/9/2020	5364797-1219	12/18/2019	AC#2-01-536-4797 (11/15-12/17/19)	56.37	
T	SOUTHERN CALIFORNIA EDISON	03520	1088108	1/9/2020	5365000-1219	12/27/2019	AC#2-01-536-5000 (11/25-12/26/19)	47.93	
T	SOUTHERN CALIFORNIA EDISON	03520	1088108	1/9/2020	5364987-1219	12/27/2019	AC#2-01-536-4987 (11/25-12/26/19)	43.93	
T	SOUTHERN CALIFORNIA EDISON	03520	1088108	1/9/2020	5365836-1219	12/31/2019	AC#2-01-536-5836 (11/27-12/30/19)	28.86	
T	SOUTHERN CALIFORNIA EDISON	03520	1088108	1/9/2020	5366479-0120	1/3/2020	AC#2-01-536-6479 (12/01-01/01/20)	133.22	
T	SOUTHERN CALIFORNIA EDISON	03520	1088108	1/9/2020	5365224-1219	12/26/2019	AC#2-01-536-5224 (11/23-12/24/19)	82.92	
T	SOUTHERN CALIFORNIA EDISON	03520	1088108	1/9/2020	5366149-1219	12/31/2019	AC#2-01-536-6149 (11/27-12/30/19)	67.55	
T	SOUTHERN CALIFORNIA EDISON	03520	1088108	1/9/2020	5365299-0120	1/4/2020	AC#2-01-536-5299 (12/04-01/03/20)	57.57	
T	SOUTHERN CALIFORNIA EDISON	03520	1088108	1/9/2020	5364813-1219	12/23/2019	AC#2-01-536-4813 (11/21-12/21/19)	50.58	
T	SOUTHERN CALIFORNIA EDISON	03520	1088108	1/9/2020	5365521-1219	12/28/2019	AC#2-01-536-5521 (11/26-12/27/19)	45.48	
T	SOUTHERN CALIFORNIA EDISON	03520	1088108	1/9/2020	5365067-1219	12/27/2019	AC#2-01-536-5067 (11/25-12/26/19)	40.94	
T	SOUTHERN CALIFORNIA EDISON	03520	1088108	1/9/2020	5367097-1219	12/26/2019	AC#2-01-536-7097 (11/23-12/24/19)	146.91	
T	SOUTHERN CALIFORNIA EDISON	03520	1088108	1/9/2020	5365034-1219	12/27/2019	AC#2-01-536-5034 (11/25-12/26/19)	84.92	
T	SOUTHERN CALIFORNIA EDISON	03520	1088108	1/9/2020	5365448-1219	12/28/2019	AC#2-01-536-5448 (11/26-12/27/19)	70.04	
T	SOUTHERN CALIFORNIA EDISON	03520	1088108	1/9/2020	5365307-0120	1/4/2020	AC#2-01-536-5307 (12/04-01/03/20)	59.27	
T	SOUTHERN CALIFORNIA EDISON	03520	1088108	1/9/2020	5365273-1219	12/26/2019	AC#2-01-536-5273 (11/23-12/24/19)	50.86	
T	SOUTHERN CALIFORNIA EDISON	03520	1088108	1/9/2020	5365174-1219	12/26/2019	AC#2-01-536-5174 (11/23-12/24/19)	46.60	
T	SOUTHERN CALIFORNIA EDISON	03520	1088108	1/9/2020	5364938-1219	12/24/2019	AC#2-01-536-4938 (11/22-12/23/19)	41.36	
T	SOUTHERN CALIFORNIA EDISON	03520	1088108	1/9/2020	5366701-1219	12/24/2019	AC#2-01-536-6701 (11/22-12/23/19)	157.71	
T	SOUTHERN CALIFORNIA EDISON	03520	1088108	1/9/2020	5366917-1219	12/26/2019	AC#2-01-536-6917 (11/23-12/24/19)	85.36	
T	SOUTHERN CALIFORNIA EDISON	03520	1088108	1/9/2020	5366883-1219	12/26/2019	AC#2-01-536-6883 (11/23-12/24/19)	73.36	

Vendor Type	Vendor Name	Vendor Code	Check #	Check Date	Invoice #	Invoice Date	Description	Amount	Vendor Total
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T	SOUTHERN CALIFORNIA EDISON	03520	1088108	1/9/2020	5365117-1219	12/26/2019	AC#2-01-536-5117 (11/23-12/24/19)	52.85	
T	SOUTHERN CALIFORNIA EDISON	03520	1088108	1/9/2020	5365141-1219	12/26/2019	AC#2-01-536-5141 (11/23-12/24/19)	47.45	
T	SOUTHERN CALIFORNIA EDISON	03520	1088108	1/9/2020	5365208-1219	12/26/2019	AC#2-01-536-5208 (11/23-12/24/19)	43.49	
T	SOUTHERN CALIFORNIA EDISON	03520	1088108	1/9/2020	5364771-1219	12/31/2019	AC#2-01-536-4771 (11/27-12/30/19)	24.46	
T	SOUTHERN CALIFORNIA EDISON	03520	1088109	1/9/2020	5367295-1219	12/23/2019	AC#2-01-536-7295 (11/21-12/21/19)	112.96	
T	SOUTHERN CALIFORNIA EDISON	03520	1088109	1/9/2020	5367881-1219	12/28/2019	AC#2-01-536-7881 (11/26-12/27/19)	63.64	
T	SOUTHERN CALIFORNIA EDISON	03520	1088109	1/9/2020	5367337-1219	12/27/2019	AC#2-01-536-7337 (11/25-12/26/19)	51.80	
T	SOUTHERN CALIFORNIA EDISON	03520	1088109	1/9/2020	5367972-1219	12/31/2019	AC#2-01-536-7972 (11/27-12/30/19)	44.72	
T	SOUTHERN CALIFORNIA EDISON	03520	1088109	1/9/2020	5367923-1219	12/26/2019	AC#2-01-536-7923 (11/23-12/24/19)	39.09	
T	SOUTHERN CALIFORNIA EDISON	03520	1088109	1/9/2020	5367204-1219	12/26/2019	AC#2-01-536-7204 (11/23-12/24/19)	20.56	
T	SOUTHERN CALIFORNIA EDISON	03520	1088109	1/9/2020	5367873-1219	12/28/2019	AC#2-01-536-7873 (11/26-12/27/19)	10.55	
T	SOUTHERN CALIFORNIA EDISON	03520	1088109	1/9/2020	5368806-1219	12/26/2019	AC#2-01-536-8806 (11/23-12/24/19)	316.87	
T	SOUTHERN CALIFORNIA EDISON	03520	1088109	1/9/2020	5368590-1219	12/21/2019	AC#2-01-536-8590 (11/20-12/20/19)	94.27	
T	SOUTHERN CALIFORNIA EDISON	03520	1088109	1/9/2020	5368467-1219	12/20/2019	AC#2-01-536-8467 (11/19-12/19/19)	61.23	
T	SOUTHERN CALIFORNIA EDISON	03520	1088109	1/9/2020	5367832-0120	1/3/2020	AC#2-01-536-7832 (12/03-01/02/20)	50.67	
T	SOUTHERN CALIFORNIA EDISON	03520	1088109	1/9/2020	5367592-1219	12/26/2019	AC#2-01-536-7592 (11/23-12/24/19)	43.64	
T	SOUTHERN CALIFORNIA EDISON	03520	1088109	1/9/2020	5368079-1219	12/24/2019	AC#2-01-536-8079 (11/22-12/23/19)	38.38	
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T	SOUTHERN CALIFORNIA EDISON	03520	1088109	1/9/2020	5367261-1219	12/27/2019	AC#2-01-536-7261 (11/25-12/26/19)	203.01	
T	SOUTHERN CALIFORNIA EDISON	03520	1088109	1/9/2020	5367667-1219	12/26/2019	AC#2-01-536-7667 (11/23-12/24/19)	85.47	
T	SOUTHERN CALIFORNIA EDISON	03520	1088109	1/9/2020	5368533-1219	12/20/2019	AC#2-01-536-8533 (11/19-12/19/19)	52.07	
T	SOUTHERN CALIFORNIA EDISON	03520	1088109	1/9/2020	5367246-1219	12/26/2019	AC#2-01-536-7246 (11/23-12/24/19)	49.92	
T	SOUTHERN CALIFORNIA EDISON	03520	1088109	1/9/2020	5367931-1219	12/26/2019	AC#2-01-536-7931 (11/23-12/24/19)	42.78	
T	SOUTHERN CALIFORNIA EDISON	03520	1088109	1/9/2020	5368111-0120	1/3/2020	AC#2-01-536-8111 (12/01-01/01/20)	36.06	
T	SOUTHERN CALIFORNIA EDISON	03520	1088109	1/9/2020	5368707-0120	1/3/2020	AC#2-01-536-8707 (12/01-01/01/20)	17.01	
T	SOUTHERN CALIFORNIA EDISON	03520	1088109	1/9/2020	5367527-1219	12/26/2019	AC#2-01-536-7527 (11/23-12/24/19)	159.02	
T	SOUTHERN CALIFORNIA EDISON	03520	1088109	1/9/2020	5367857-1219	12/28/2019	AC#2-01-536-7857 (11/26-12/27/19)	66.18	
T	SOUTHERN CALIFORNIA EDISON	03520	1088109	1/9/2020	5367501-1219	12/26/2019	AC#2-01-536-7501 (11/23-12/24/19)	51.92	
T	SOUTHERN CALIFORNIA EDISON	03520	1088109	1/9/2020	5368608-1219	12/21/2019	AC#2-01-536-8608 (11/20-12/20/19)	48.32	
T	SOUTHERN CALIFORNIA EDISON	03520	1088109	1/9/2020	5367964-1219	12/26/2019	AC#2-01-536-7964 (11/23-12/24/19)	42.20	
T	SOUTHERN CALIFORNIA EDISON	03520	1088109	1/9/2020	5367212-1219	12/26/2019	AC#2-01-536-7212 (11/23-12/24/19)	35.52	
T	SOUTHERN CALIFORNIA EDISON	03520	1088109	1/9/2020	5367568-1219	12/26/2019	AC#2-01-536-7568 (11/23-12/24/19)	13.22	
T	SOUTHERN CALIFORNIA EDISON	03520	1088110	1/9/2020	9575061-1219	12/26/2019	AC#2-04-957-5061 (11/23-12/24/19)	1,086.02	
T	SOUTHERN CALIFORNIA EDISON	03520	1088110	1/9/2020	3585932-0120	1/2/2020	AC#2-19-358-5932 (12/02-12/31/19)	53.91	
T	SOUTHERN CALIFORNIA EDISON	03520	1088110	1/9/2020	5368947-1219	12/28/2019	AC#2-01-536-8947 (11/26-12/27/19)	23.58	
T	SOUTHERN CALIFORNIA EDISON	03520	1088110	1/9/2020	3164360-1219	12/26/2019	AC#2-12-316-4360 (11/23-12/24/19)	10.48	
T	SOUTHERN CALIFORNIA EDISON	03520	1088110	1/9/2020	9122674-0120	1/2/2020	AC#2-23-912-2674 (12/02-12/31/19)	10.05	
T	SOUTHERN CALIFORNIA EDISON	03520	1088110	1/9/2020	3291205-1219	12/26/2019	AC#2-26-329-1205 (11/23-12/24/19)	7.26	
T	SOUTHERN CALIFORNIA EDISON	03520	1088110	1/9/2020	1232343-1219	12/27/2019	AC#2-21-123-2343 (11/25-12/26/19)	2,571.28	
T	SOUTHERN CALIFORNIA EDISON	03520	1088110	1/9/2020	5700209-1219	12/27/2019	AC#2-14-570-0209 (11/25-12/26/19)	55.97	
T	SOUTHERN CALIFORNIA EDISON	03520	1088110	1/9/2020	3524167-1219	12/24/2019	AC#2-26-352-4167 (11/22-12/23/19)	40.51	
T	SOUTHERN CALIFORNIA EDISON	03520	1088110	1/9/2020	9613371-1219	12/23/2019	AC#2-20-961-3371 (11/21-12/21/19)	10.50	
T	SOUTHERN CALIFORNIA EDISON	03520	1088110	1/9/2020	8027482-1219	12/26/2019	AC#2-20-802-7482 (11/23-12/24/19)	10.19	
T	SOUTHERN CALIFORNIA EDISON	03520	1088110	1/9/2020	3515496-0120	1/3/2020	AC#2-26-351-5496 (12/03-01/02/20)	9.66	
T	SOUTHERN CALIFORNIA EDISON	03520	1088110	1/9/2020	6380849-1219	12/17/2019	AC#2-26-638-0849 (10/08-12/10/19)	7,438.92	
T	SOUTHERN CALIFORNIA EDISON	03520	1088110	1/9/2020	5949403-1219	12/26/2019	AC#2-22-594-9403 (11/23-12/24/19)	228.23	
T	SOUTHERN CALIFORNIA EDISON	03520	1088110	1/9/2020	0190574-1219	12/31/2019	AC#2-26-019-0574 (11/27-12/30/19)	42.88	
T	SOUTHERN CALIFORNIA EDISON	03520	1088110	1/9/2020	3273088-1219	12/26/2019	AC#2-26-327-3088 (11/23-12/24/19)	10.82	
T	SOUTHERN CALIFORNIA EDISON	03520	1088110	1/9/2020	9129521-0120	1/2/2020	AC#2-23-912-9521 (12/02-12/31/19)	10.30	

Vendor Type	Vendor Name	Vendor Code	Check #	Check Date	Invoice #	Invoice Date	Description	Amount	Vendor Total
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T	SOUTHERN CALIFORNIA EDISON	03520	1088110	1/9/2020	5266873-1219	12/27/2019	AC#2-03-526-6873 (11/25-12/26/19)	413.94	
T	SOUTHERN CALIFORNIA EDISON	03520	1088110	1/9/2020	3131683-1219	12/31/2019	AC#2-02-313-1683 (11/27-12/30/19)	53.86	
T	SOUTHERN CALIFORNIA EDISON	03520	1088110	1/9/2020	5368913-1219	12/26/2019	AC#2-01-536-8913 (11/23-12/24/19)	11.91	
T	SOUTHERN CALIFORNIA EDISON	03520	1088110	1/9/2020	0252288-1219	12/26/2019	AC#2-19-025-2288 (11/23-12/24/19)	10.45	
T	SOUTHERN CALIFORNIA EDISON	03520	1088110	1/9/2020	5427669-1219	12/26/2019	AC#2-01-542-7669 (11/23-12/24/19)	9.95	
T	SOUTHERN CALIFORNIA EDISON	03520	1088110	1/9/2020	3291254-0120	1/3/2020	AC#2-26-329-1254 (12/03-01/02/20)	7.04	
T	SOUTHERN CALIFORNIA EDISON	03520	1088111	1/9/2020	0371988-1219	12/20/2019	AC#2-34-037-1988 (11/19-12/19/19)	592.19	
T	SOUTHERN CALIFORNIA EDISON	03520	1088111	1/9/2020	0187679-1219	12/27/2019	AC#2-31-018-7679 (11/25-12/26/19)	126.10	
T	SOUTHERN CALIFORNIA EDISON	03520	1088111	1/9/2020	9307797-0120	1/2/2020	AC#2-27-930-7797 (12/01-01/01/20)	60.36	
T	SOUTHERN CALIFORNIA EDISON	03520	1088111	1/9/2020	5365919-0120	1/2/2020	AC#2-01-536-5919 (12/02-12/31/19)	48.49	
T	SOUTHERN CALIFORNIA EDISON	03520	1088111	1/9/2020	2747487-0120	1/3/2020	AC#2-36-274-7487 (12/01-01/01/20)	40.98	
T	SOUTHERN CALIFORNIA EDISON	03520	1088111	1/9/2020	3002509-1219	12/27/2019	AC#2-28-300-2509 (11/25-12/26/19)	20.49	
T	SOUTHERN CALIFORNIA EDISON	03520	1088111	1/9/2020	0845588-1219	12/20/2019	AC#2-42-084-5588 (11/19-12/19/19)	4,547.08	
T	SOUTHERN CALIFORNIA EDISON	03520	1088111	1/9/2020	3284456-0120	1/3/2020	AC#2-36-328-4456 (12/01-01/01/20)	506.26	
T	SOUTHERN CALIFORNIA EDISON	03520	1088111	1/9/2020	6888869-1219	12/23/2019	AC#2-39-688-8869 (11/19-12/19/19)	107.71	
T	SOUTHERN CALIFORNIA EDISON	03520	1088111	1/9/2020	4836354-1219	12/31/2019	AC#2-31-483-6354 (11/27-12/30/19)	56.19	
T	SOUTHERN CALIFORNIA EDISON	03520	1088111	1/9/2020	5365950-0120	1/2/2020	AC#2-01-536-5950 (12/02-12/31/19)	45.23	
T	SOUTHERN CALIFORNIA EDISON	03520	1088111	1/9/2020	2630755-0120	1/3/2020	AC#2-33-263-0755 (12/01-01/01/20)	40.41	
T	SOUTHERN CALIFORNIA EDISON	03520	1088111	1/9/2020	0772888-1219	12/31/2019	AC#2-29-077-2888 (11/27-12/30/19)	18.48	
T	SOUTHERN CALIFORNIA EDISON	03520	1088111	1/9/2020	8793555-1219	12/24/2019	AC#2-34-879-3555 (11/22-12/23/19)	3,835.22	
T	SOUTHERN CALIFORNIA EDISON	03520	1088111	1/9/2020	2680504-1219	12/20/2019	AC#2-37-268-0504 (11/19-12/19/19)	290.25	
T	SOUTHERN CALIFORNIA EDISON	03520	1088111	1/9/2020	8130057-0120	1/2/2020	AC#2-28-813-0057 (12/02-12/31/19)	77.46	
T	SOUTHERN CALIFORNIA EDISON	03520	1088111	1/9/2020	9584205-1219	12/31/2019	AC#2-27-958-4205 (11/27-12/30/19)	52.47	
T	SOUTHERN CALIFORNIA EDISON	03520	1088111	1/9/2020	0078469-1219	12/26/2019	AC#2-38-007-8469 (11/23-12/24/19)	43.04	
T	SOUTHERN CALIFORNIA EDISON	03520	1088111	1/9/2020	9159495-0120	1/3/2020	AC#2-27-915-9495 (12/01-01/01/20)	37.32	
T	SOUTHERN CALIFORNIA EDISON	03520	1088111	1/9/2020	5364599-0120	1/2/2020	AC#2-01-536-4599 (12/02-12/31/19)	9.81	
T	SOUTHERN CALIFORNIA EDISON	03520	1088111	1/9/2020	0845596-1219	12/21/2019	AC#2-42-084-5596 (11/20-12/20/19)	1,412.83	
T	SOUTHERN CALIFORNIA EDISON	03520	1088111	1/9/2020	1785066-1219	12/26/2019	AC#2-41-178-5066 (11/23-12/24/19)	275.21	
T	SOUTHERN CALIFORNIA EDISON	03520	1088111	1/9/2020	9584460-0120	1/2/2020	AC#2-27-958-4460 (12/02-12/31/19)	66.24	
T	SOUTHERN CALIFORNIA EDISON	03520	1088111	1/9/2020	5365851-0120	1/2/2020	AC#2-01-536-5851 (12/02-12/31/19)	52.32	
T	SOUTHERN CALIFORNIA EDISON	03520	1088111	1/9/2020	5367808-0120	1/2/2020	AC#2-01-536-7808 (12/02-12/31/19)	41.12	
T	SOUTHERN CALIFORNIA EDISON	03520	1088111	1/9/2020	3422251-1219	12/23/2019	AC#2-33-342-2251 (11/21-12/21/19)	33.94	
T	SOUTHERN CALIFORNIA EDISON	03520	1088111	1/9/2020	7999306-1219	12/23/2019	AC#2-27-799-9306 (11/21-12/21/19)	6.87	
T	SOUTHERN CALIFORNIA EDISON	03520	1088218	1/16/2020	5362536-0120	1/8/2020	AC#2-01-536-2536 (12/06-01/07/20)	542.81	
T	SOUTHERN CALIFORNIA EDISON	03520	1088218	1/16/2020	5363005-0120	1/8/2020	AC#2-01-536-3005 (12/06-01/07/20)	111.05	
T	SOUTHERN CALIFORNIA EDISON	03520	1088218	1/16/2020	5366693-0120	1/11/2020	AC#2-01-536-6693 (12/11-01/10/20)	62.59	
T	SOUTHERN CALIFORNIA EDISON	03520	1088218	1/16/2020	5365398-0120	1/9/2020	AC#2-01-536-5398 (12/09-01/08/20)	48.98	
T	SOUTHERN CALIFORNIA EDISON	03520	1088218	1/16/2020	5366628-0120	1/11/2020	AC#2-01-536-6628 (12/11-01/10/20)	38.97	
T	SOUTHERN CALIFORNIA EDISON	03520	1088218	1/16/2020	5366412-0120	1/10/2020	AC#2-01-536-6412 (12/10-01/09/20)	12.87	
T	SOUTHERN CALIFORNIA EDISON	03520	1088218	1/16/2020	5362684-0120	1/7/2020	AC#2-01-536-2684 (12/05-01/06/20)	813.58	
T	SOUTHERN CALIFORNIA EDISON	03520	1088218	1/16/2020	5363419-0120	1/9/2020	AC#2-01-536-3419 (12/09-01/08/20)	126.62	
T	SOUTHERN CALIFORNIA EDISON	03520	1088218	1/16/2020	5366297-0120	1/10/2020	AC#2-01-536-6297 (12/10-01/09/20)	65.91	
T	SOUTHERN CALIFORNIA EDISON	03520	1088218	1/16/2020	5366594-0120	1/11/2020	AC#2-01-536-6594 (12/11-01/10/20)	50.69	
T	SOUTHERN CALIFORNIA EDISON	03520	1088218	1/16/2020	5366362-0120	1/10/2020	AC#2-01-536-6362 (12/10-01/09/20)	41.91	
T	SOUTHERN CALIFORNIA EDISON	03520	1088218	1/16/2020	5363260-0120	1/7/2020	AC#2-01-536-3260 (12/05-01/06/20)	13.79	
T	SOUTHERN CALIFORNIA EDISON	03520	1088218	1/16/2020	1938099-0120	1/8/2020	AC#2-01-193-8099 (12/01-01/01/20)	4,820.47	
T	SOUTHERN CALIFORNIA EDISON	03520	1088218	1/16/2020	5366974-0120	1/11/2020	AC#2-01-536-6974 (12/11-01/10/20)	207.67	
T	SOUTHERN CALIFORNIA EDISON	03520	1088218	1/16/2020	5366420-0120	1/10/2020	AC#2-01-536-6420 (12/10-01/09/20)	66.50	
T	SOUTHERN CALIFORNIA EDISON	03520	1088218	1/16/2020	5366388-0120	1/10/2020	AC#2-01-536-6388 (12/10-01/09/20)	53.07	

Vendor Type	Vendor Name	Vendor Code	Check #	Check Date	Invoice #	Invoice Date	Description	Amount	Vendor Total
T	SOUTHERN CALIFORNIA EDISON	03520	1088218	1/16/2020	5365430-0120	1/9/2020	AC#2-01-536-5430 (12/09-01/08/20)	46.27	
T	SOUTHERN CALIFORNIA EDISON	03520	1088218	1/16/2020	5363146-0120	1/7/2020	AC#2-01-536-3146 (12/05-01/06/20)	15.41	
T	SOUTHERN CALIFORNIA EDISON	03520	1088218	1/16/2020	5363393-0120	1/9/2020	AC#2-01-536-3393 (12/09-01/08/20)	10.17	
T	SOUTHERN CALIFORNIA EDISON	03520	1088218	1/16/2020	1938081-0120	1/8/2020	AC#2-01-193-8081 (12/01-01/01/20)	52,880.84	
T	SOUTHERN CALIFORNIA EDISON	03520	1088218	1/16/2020	1938107-0120	1/8/2020	AC#2-01-193-8107 (12/01-01/01/20)	450.69	
T	SOUTHERN CALIFORNIA EDISON	03520	1088218	1/16/2020	5366305-0120	1/10/2020	AC#2-01-536-6305 (12/10-01/09/20)	86.69	
T	SOUTHERN CALIFORNIA EDISON	03520	1088218	1/16/2020	5365356-0120	1/7/2020	AC#2-01-536-5356 (12/05-01/06/20)	54.76	
T	SOUTHERN CALIFORNIA EDISON	03520	1088218	1/16/2020	5365422-0120	1/9/2020	AC#2-01-536-5422 (12/09-01/08/20)	46.98	
T	SOUTHERN CALIFORNIA EDISON	03520	1088218	1/16/2020	9887902-0120	1/10/2020	AC#2-00-988-7902 (12/10-01/09/20)	28.12	
T	SOUTHERN CALIFORNIA EDISON	03520	1088218	1/16/2020	5366644-0120	1/11/2020	AC#2-01-536-6644 (12/11-01/10/20)	12.47	
T	SOUTHERN CALIFORNIA EDISON	03520	1088219	1/16/2020	7330105-0120	1/11/2020	AC#2-37-733-0105 (12/11-01/10/20)	1,215.97	
T	SOUTHERN CALIFORNIA EDISON	03520	1088219	1/16/2020	5367360-0120	1/8/2020	AC#2-01-536-7360 (12/06-01/07/20)	56.69	
T	SOUTHERN CALIFORNIA EDISON	03520	1088219	1/16/2020	2023477-0120	1/8/2020	AC#2-21-202-3477 (12/06-01/07/20)	46.96	
T	SOUTHERN CALIFORNIA EDISON	03520	1088219	1/16/2020	2027069-0120	1/10/2020	AC#2-28-202-7069 (12/10-01/09/20)	38.90	
T	SOUTHERN CALIFORNIA EDISON	03520	1088219	1/16/2020	9118789-0120	1/10/2020	AC#2-23-911-8789 (12/10-01/09/20)	23.44	
T	SOUTHERN CALIFORNIA EDISON	03520	1088219	1/16/2020	9115900-0120	1/10/2020	AC#2-23-911-5900 (12/10-01/09/20)	9.84	
T	SOUTHERN CALIFORNIA EDISON	03520	1088219	1/16/2020	0660683-0120	1/11/2020	AC#2-26-066-0683 (12/11-01/10/20)	6.97	
T	SOUTHERN CALIFORNIA EDISON	03520	1088219	1/16/2020	0187281-0120	1/9/2020	AC#2-31-018-7281 (12/09-01/08/20)	364.79	
T	SOUTHERN CALIFORNIA EDISON	03520	1088219	1/16/2020	5367402-0120	1/8/2020	AC#2-01-536-7402 (12/06-01/07/20)	56.26	
T	SOUTHERN CALIFORNIA EDISON	03520	1088219	1/16/2020	8573152-0120	1/9/2020	AC#2-02-857-3152 (12/09-01/08/20)	44.85	
T	SOUTHERN CALIFORNIA EDISON	03520	1088219	1/16/2020	8443550-0120	1/11/2020	AC#2-37-844-3550 (12/11-01/10/20)	32.25	
T	SOUTHERN CALIFORNIA EDISON	03520	1088219	1/16/2020	9115819-0120	1/9/2020	AC#2-23-911-5819 (12/09-01/08/20)	11.18	
T	SOUTHERN CALIFORNIA EDISON	03520	1088219	1/16/2020	3291148-0120	1/9/2020	AC#2-26-329-1148 (12/09-01/08/20)	9.81	
T	SOUTHERN CALIFORNIA EDISON	03520	1088219	1/16/2020	9084791-0120	1/11/2020	AC#2-23-908-4791 (12/10-01/09/20)	7,935.70	
T	SOUTHERN CALIFORNIA EDISON	03520	1088219	1/16/2020	9083876-0120	1/11/2020	AC#2-23-908-3876 (12/11-01/10/20)	146.50	
T	SOUTHERN CALIFORNIA EDISON	03520	1088219	1/16/2020	5367451-0120	1/9/2020	AC#2-01-536-7451 (12/09-01/08/20)	53.98	
T	SOUTHERN CALIFORNIA EDISON	03520	1088219	1/16/2020	1013896-0120	1/8/2020	AC#2-28-101-3896 (12/06-01/07/20)	43.71	
T	SOUTHERN CALIFORNIA EDISON	03520	1088219	1/16/2020	9584486-0120	1/10/2020	AC#2-27-958-4486 (12/10-01/09/20)	30.32	
T	SOUTHERN CALIFORNIA EDISON	03520	1088219	1/16/2020	9163330-0120	1/10/2020	AC#2-23-916-3330 (12/10-01/09/20)	10.34	
T	SOUTHERN CALIFORNIA EDISON	03520	1088219	1/16/2020	3291239-0120	1/7/2020	AC#2-26-329-1239 (12/05-01/06/20)	7.50	
T	SOUTHERN CALIFORNIA EDISON	03520	1088219	1/16/2020	9084726-0120	1/10/2020	AC#2-23-908-4726 (12/10-01/09/20)	4,764.78	
T	SOUTHERN CALIFORNIA EDISON	03520	1088219	1/16/2020	0187711-0120	1/10/2020	AC#2-31-018-7711 (12/10-01/09/20)	71.76	
T	SOUTHERN CALIFORNIA EDISON	03520	1088219	1/16/2020	5367790-0120	1/7/2020	AC#2-01-536-7790 (12/05-01/06/20)	52.34	
T	SOUTHERN CALIFORNIA EDISON	03520	1088219	1/16/2020	5367394-0120	1/10/2020	AC#2-01-536-7394 (12/06-01/07/20)	43.28	
T	SOUTHERN CALIFORNIA EDISON	03520	1088219	1/16/2020	9709947-0120	1/11/2020	AC#2-25-970-9947 (12/11-01/10/20)	27.40	
T	SOUTHERN CALIFORNIA EDISON	03520	1088219	1/16/2020	6305414-0120	1/10/2020	AC#2-08-630-5414 (12/10-01/09/20)	9.84	
T	SOUTHERN CALIFORNIA EDISON	03520	1088219	1/16/2020	3291221-0120	1/7/2020	AC#2-26-329-1221 (12/05-01/06/20)	7.18	**112,365.14**
T	SOUTHERN CALIFORNIA GAS CO	03525	1088112	1/9/2020	154864-12/19	12/23/2019	AC#154 864 1641 3 (11/19-12/19/19)	970.90	
T	SOUTHERN CALIFORNIA GAS CO	03525	1088112	1/9/2020	144517-12/19	12/23/2019	AC#144 517 4100 4 (11/20-12/20/19)	155.43	
T	SOUTHERN CALIFORNIA GAS CO	03525	1088112	1/9/2020	173817-12/19	12/23/2019	AC#173 817 4100 2 (11/19-12/19/19)	1,175.81	
T	SOUTHERN CALIFORNIA GAS CO	03525	1088112	1/9/2020	138217-12/19	12/23/2019	AC#138 217 4100 9 (11/20-12/20/19)	259.80	
T	SOUTHERN CALIFORNIA GAS CO	03525	1088112	1/9/2020	188644-12/19	12/23/2019	AC#188 644 8039 9 (11/20-12/20/19)	2,430.76	
T	SOUTHERN CALIFORNIA GAS CO	03525	1088112	1/9/2020	140317-12/19	12/23/2019	AC#140 317 4100 3 (11/20-12/20/19)	421.31	
T	SOUTHERN CALIFORNIA GAS CO	03525	1088112	1/9/2020	150717-12/19	12/23/2019	AC#150 717 2200 1 (11/19-12/19/19)	21.68	
T	SOUTHERN CALIFORNIA GAS CO	03525	1088112	1/9/2020	169617-12/19	12/23/2019	AC#169 617 4100 2 (12/13-12/19/19)	2,570.60	
T	SOUTHERN CALIFORNIA GAS CO	03525	1088112	1/9/2020	175917-12/19	12/23/2019	AC#175 917 4102 4 (11/19-12/19/19)	638.13	
T	SOUTHERN CALIFORNIA GAS CO	03525	1088112	1/9/2020	146517-12/19	12/23/2019	AC#146 517 2134 3 (11/19-12/19/19)	24.03	
T	SOUTHERN CALIFORNIA GAS CO	03525	1088220	1/16/2020	196719-01/20	1/10/2020	AC#196 719 3600 3 (12/06-01/08/20)	88.83	
T	SOUTHERN CALIFORNIA GAS CO	03525	1088220	1/16/2020	198819-01/20	1/10/2020	AC#198 819 3600 9 (12/06-01/08/20)	25.49	
T	SOUTHERN CALIFORNIA GAS CO	03525	1088220	1/16/2020	138117-01/20	1/13/2020	AC#138 117 3615 9 (12/09-01/09/20)	17.59	**8,800.36**

Vendor Type	Vendor Name	Vendor Code	Check #	Check Date	Invoice #	Invoice Date	Description	Amount	Vendor Total
T	VALLEY BRAKE & WHEEL SERVICE	03780	1088239	1/16/2020	1069574	12/10/2019	TR-17B MOUNT & BALANCE FOR (4) TIRES - TRANSP DIV.	120.00	
T	VALLEY BRAKE & WHEEL SERVICE	03780	1088239	1/16/2020	1069591	12/12/2019	TR-2B PMI & LOF @ 54,929 MILES & REPLACED AIR FILTER - TRANSP DIV.	189.31	
T	VALLEY BRAKE & WHEEL SERVICE	03780	1088239	1/16/2020	1069589	12/11/2019	TR-77 BRAKE INSPECTION FOR TRANSP DIV.	100.00	**409.31**
T	**Top Vendor Total**								**160,467.81**
V	U.S. BANK - PARS #674500100	08004	1088127	1/9/2020	AE-EXS00B	12/23/2019	PUB. AGY RET. SRVCS EXCES BEN PLAN (VOID 1/15/20)	(32,203.00)	
V	**Void Check Total**								**(32,203.00)**
	Grand Total								**5,249,738.46**

APPROVAL OF MINUTES
EL MONTE CITY COUNCIL ADJOURNED REGULAR MEETING
OF JANUARY 14, 2020

MEETING JOINTLY AND REGULARLY WITH THE EL MONTE HOUSING AUTHORITY; EL MONTE PUBLIC FINANCING AUTHORITY; EL MONTE WATER AUTHORITY; EL MONTE PARKING AUTHORITY; SUCCESSOR AGENCY TO THE FORMER EL MONTE COMMUNITY REDEVELOPMENT AGENCY; HOUSING SUCCESSOR AGENCY; AND, FROM TIME TO TIME, SUCH OTHER BODIES OF THE CITY WHOSE MEMBERSHIP IS COMPOSED EXCLUSIVELY OF THE MEMBERSHIP OF THE CITY COUNCIL

1. CALL TO ORDER: **6:07 p.m.**

2. ROLL CALL FOR CITY COUNCIL AND AUTHORITY BODIES:

Andre Quintero, Mayor/Chair – **present**
Maria Morales, Mayor Pro Tem/Authority Member – **present**
Jessica Ancona, Councilmember/Authority Member – **present**
Victoria Martinez Muela, Councilmember/Authority Member – **present**
Jerry Velasco, Councilmember/Authority Member – **present**

3. APPROVAL OF AGENDA:

m) Mayor Quintero
s) Councilmember Velasco **5-0**

4. CLOSED SESSION (6:00 p.m. – 7:00 p.m.):

The City Council and the various Authority Bodies whose membership is composed exclusively of the membership of the City Council (collectively, the "Council") will attempt to address and complete all Closed Session business between 6:00 p.m. and 7:00 p.m. If the Council completes all Closed Session business prior to 7:00 p.m., the Council will take a short recess and commence all Open Session proceedings promptly at 7:00 p.m. In the event the City Council is unable to address or complete all agendized Closed Session items by 7:00 p.m., the Council will hear all such remaining items toward the end of the meeting, immediately following Council Communications. Should any member of the public wish to address the Council on any *agendized* Closed Session matter, the Council shall allow such person to address the Council on such matter prior to going into Closed Session, provided that all persons wishing to address the Council on an agendized Closed Session matter shall fill out a speaker card and be subject to a speaker's time limit of 3 minutes per speaker and further provided that the Council shall be under no obligation to respond to or deliberate upon any specific questions or comments posed by a speaker or take action on any issue raised by a speaker beyond such action as the City Council may be lawfully authorized to take on an agendized Closed Session matter pursuant to the Brown Act (Govt. Code Section 54950 et seq.).

Howard Owens – Why is the City still negotiating on this property? We discussed that maybe you will be placing a park there. We have also discussed what we would like to have there. The neighbors in that area do not want a park there. We do not know what type of money you will use to purchase this property.

Ann Ammons – I too am against parks too. There are many transients living at Peck Park there and we don't need this. I really encourage you to place a Police sub-station there.

Mayor Quintero invited members of the public to address the City Council on Closed Session Items 4.1 through 4.6.

Mayor Quintero and the City Council recessed into Closed Session at approximately 6:07 pm.

Mayor Quintero and the City Council reconvened from Closed Session at approximately 7:08 pm.

Assistant City Attorney Richard Padilla reported out of Closed Session with respect to Items 4.1 through 4.6.

4.1 Closed Session Pursuant to Government Code Section 54956.9(d)(1) – Conference with Legal Counsel – Existing Litigation Regarding the Following Related Matter: Raul Sepulveda vs. City of El Monte, District Court Central District Case No. 2:18-CV-07973.

Item not discussed.

4.2 Closed Session Pursuant to Government Code Section 54956.9(d)(1) – Conference with Legal Counsel – Existing Litigation Regarding the Following Related Matter: Angel Jose Velasco vs. City of El Monte, Los Angeles Superior Court Case No. 19STCV13639.

Item not discussed.

4.3 Closed Session Pursuant to Government Code Section 54956.9(d)(2) and 54956.9(e)(1) – Conference with Legal Counsel Regarding Anticipated Litigation – One (1) Matter.

General update, no final action.

4.4 Closed Session Pursuant to Government Code Section 54956.8 – Conference with Real Property Negotiator

Property Location:
12159 Cherrylee Drive

Name of Party City is Negotiating with:
Michael Hastings

City's Designated Negotiators:
Alma K. Martinez, City Manager; and Betty Donavanik, Community and Economic Development Director; and Dave Gondek, Senior Deputy City Attorney.

Under Discussion:
Both Price and Terms.

Councilmember Jerry Velasco recused himself from this item.

General update, no final action.

4.5 Closed Session Pursuant to Government Code Section 54956.9(d)(1) – Conference with Legal Counsel – Existing Litigation Regarding the Following Matter: El Rovia vs. City of El Monte, Court Appeal, Second Appellate District Case No. B288134; El Rovia vs. City of El Monte, District Court Central District Case No. 2:19-CV-7506 CAS AFMx; and El Rovia vs. City of El Monte, Los Angeles Superior Court Case No. 19STCP05151.

General update, no final action.

4.6 Closed Session Pursuant to Government Code Section 54956.9(d)(1) – Conference with Legal Counsel – Existing Litigation Regarding the Following Related Matter: Greater SGV Safe Community Foundation vs. City of El Monte, Los Angeles Superior Court Case No. 19STCP05662.

General update, no final action.
m) Mayor Quintero
s) Councilmember Velasco 5-0

OPEN SESSION PROCEEDINGS

(Commencing at 6:00 p.m. or as soon thereafter as the City Council reconvene from Closed Session/Short Recess)

5. INVOCATION: **Chaplain George Ussery, Evangelical Methodist Church.**
Absent
Councilwoman Martinez Muela

6. FLAG SALUTE: **Gabriela Lopez, 6th Grader from Maxson Elementary School. Enjoys Cheerleading. Absent Mayor Quintero**

7. RECOGNITIONS, HONORS AND COMMUNITY INTEREST PRESENTATIONS:

7.1 Presentation by the City Council to Gabriela Lopez from Maxson Elementary School for Leading the Pledge of Allegiance. **Absent**

8. PUBLIC COMMENT REGARDING NON-AGENDIZED MATTERS:

This time has been set aside for persons in the audience to make comments or inquiries on matters within the general subject matter jurisdiction of the City Council, the Housing Authority, the Financing Authority and/or the Water Authority (collectively, the "Council") that **are not listed on this agenda**. Although no person is required to provide their name and address as a condition to attending a Council meeting, persons who wish to address the Council are asked to state their name and address. Each speaker will be limited to three (3) continuous minutes. Speakers may not lend any portion of their speaking time to other persons or borrow additional time from other persons.

Except as otherwise provided under the Brown Act (Gov. Code Section 54950 et seq.), the Council may not deliberate or take action upon any matter not listed on this posted agenda but may order that any such matter be placed on the agenda for a subsequent meeting. The Council may also direct staff to investigate certain matters for consideration at a future meeting.

All comments or queries presented by a speaker shall be addressed to the Council as a body and not to any specific member thereof. No questions shall be posed to any member of the Council except through the presiding official of the meeting, the Mayor and/or Chair. Members of the Council are under no obligation to respond to questions posed by speakers but may provide brief clarifying responses to any comment made or questions posed. The Council may not engage in any sort of prolonged discussion or deliberation with any speaker or group of speakers on matters that are not listed on this agenda.

Enforcement of Decorum: The Chief of Police, or such member, or members of the Police Department as the Chief of Police may designate, shall serve as the Sergeant-at-Arms of any Council meeting. The Sergeant-at-Arms shall carry out all orders and instructions given by the presiding official for the purpose of maintaining order and decorum at the meeting. While members of the public are free to level criticism of City policies and the action(s) or proposed action(s) of the Council or its members, members of the public may not engage in behavior that is disruptive to the orderly conduct of the proceedings, including, but not limited to, conduct that prevents other members of the public from being heard when it is their opportunity to speak or which prevents members of the audience from hearing or seeing the proceedings. Members of the public may not threaten any person with physical harm or act in a manner that may reasonably be interpreted as an imminent threat of physical harm. All persons attending the meeting must adhere to the City's policy barring harassment based upon a person's race,

religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, gender, sexual orientation or age.
Xipingeno Zhou – I am here to support the ban on all flavored tobacco products in El Monte. These products are appealing to the youth and teenagers. These products cause deaths and I hope that my community prevents the selling of these products to both the youth and teenagers.

Yaling Liu – I want to address issues of flavored tobacco. I often can smell menthol in our bathrooms at school. Please take action to end the sale of tobacco products.

Yazhen Liu – I am in favor of banning flavored tobacco. These flavored tobacco products are harmful as traditional tobacco products.

Gabriel Ramirez – Happy New Year. Congratulations to Vicky for doing a great job at the last meeting. I have here the Form 460s for Team El Monte who supports candidates. This is a monopoly because this is not working for the people.

Julio Ramirez – Congratulations Vicky. It is a shame that this City does not follow the process like other cities to name their Mayor Pro Tem position.

Howard Owens – I came back from my vacation that my neighbor's mail was scattered all over the place and opened. Can we meet to discuss this with the post office? Up on Clark Street there are people who are living in motor homes. Some of the mail has been taken from lock boxes.

Cosme Jimenez – I think that you are dividing the Council more and more.

Gabriela Arellanes – I am happy to introduce myself and I am your new representative from Assemblywoman Blanca Rubio.

Mike Gomez – I want to thank the City Council for the great job that you are doing here in the City.

9. CITY TREASURER'S REPORT: **No material submitted.**

10. DEMAND RESOLUTION NO. D-612

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL MONTE, CALIFORNIA, ALLOWING CERTAIN CLAIMS AND DEMANDS AND SPECIFYING THE FUNDS OUT OF WHICH THE SAME ARE TO BE PAID.
THE CITY COUNCIL OF THE CITY OF EL MONTE, CALIFORNIA, DOES RESOLVE AS FOLLOWS: SECTION 1. That the attached list of claims, demands, and payroll totaling $7,935,579.87 have been examined by the City Treasurer and that warrant numbers 1087542 through 1087762 and the payroll period November 16, 2019 through December 15, 2019 inclusive are hereby allowed in the amounts and ordered paid out of the respective funds as set forth.

m) Mayor Quintero
s) Councilmember Velasco **5-0**

11. APPROVAL OF MINUTES:

Adjourned Regular Meeting Minutes of November 25, 2019

m) Mayor Quintero
s) Councilmember Velasco **5-0**

Special Meeting Minutes of November 27, 2019

m) Mayor Quintero
s) Councilmember Velasco **5-0**

Meeting Minutes of December 3, 2019

m) Mayor Quintero
s) Councilmember Velasco **5-0**

Meeting Minutes of December 17, 2019

m) Mayor Quintero
s) Councilmember Velasco **5-0**

12. CONSENT CALENDAR:

All matters listed under the Consent Calendar are considered to be routine in nature and may be enacted by one motion approving the recommendation listed on the Agenda. One or more items may be removed from the Consent Calendar so that they may be discussed, considered and voted upon individually by the Council. A matter may be removed from the Consent Calendar and taken up separately by way of a seconded motion of any member of the Council with the approval of a majority of the Council quorum.

12.1 Waiver of Full Reading of Ordinance(s).

RECOMMENDATION OF BUSINESS ITEM UNDER CONSIDERATION:

It is recommended that the City Council:

1. Approval to waive full reading (except title) of all ordinances appearing on the City Council agenda as authorized under Government Code Section 36934, unless otherwise directed by the City Council.

m) Mayor Quintero
s) Mayor Pro Tem Morales **5-0**

12.2 Receive and File the City Clerk's Quarterly Listing of Contracts Filed in the City Clerk's Office Between October 1, 2019 and December 31, 2019.

RECOMMENDATION OF BUSINESS ITEM UNDER CONSIDERATION:

It is recommended that the City Council:

1. Receive and file the Report.

Total Cost: N/A Account No: N/A
Is the cost of this item budgeted? N/A

m) Mayor Quintero
s) Mayor Pro Tem Morales 5-0

12.3 Approval of Request to Serve Wine and "Spirits" Liquor at the Following City-Owned Facilities.

RECOMMENDATION OF BUSINESS ITEM UNDER CONSIDERATION:

It is recommended that the City Council consider and approve the request to serve/sell wine and "Spirits" liquor at the following City-owned facilities:

Private User	Event	Date
Fabiola Estrella (Lambert Park)	Quinceañera (Attendance 100)	Saturday, May 9, 2020 5:00 p.m. – 11:00 p.m.
Erica Quezada (Grace T. Black Auditorium)	Quinceañera (Attendance 200)	Saturday, July 18, 2020 5:00 p.m. – 12:00 a.m.
Veronica Ramos (Grace T. Black Auditorium)	Wedding (Attendance 150)	Saturday, September 5, 2020 5:00 p.m. – 12:00 a.m.
Javier Avila (Grace T. Black Auditorium)	Wedding (Attendance 150)	Saturday, October 10, 2020 5:00 p.m. – 12:00 a.m.

Total Cost: N/A Account No: N/A
Is the cost of this item budgeted? N/A

m) Mayor Quintero
s) Mayor Pro Tem Morales 5-0

12.4 Approval of First Amendment to the Professional Service Agreement with Rosenow Spevacek Group, Inc. and the Second Amendment to the Professional Services Agreement with Avant Garde, for Housing Consulting Services for One (1) Year Period for a Not-to-Exceed Amount of $50,000 for each Firm.

RECOMMENDATION OF BUSINESS ITEM UNDER CONSIDERATION:

It is recommended that the City Council:

1. Consider and approve the First Amendment to the Professional Service Agreement with Rosenow Spevacek Group, Inc. (RSG) for as-needed housing consulting services for a one (1) year period for a not-to-exceed amount of $50,000;
2. Consider and approve the Second Amendment (Attachment 2) to the Professional Service Agreement with Avant Garde for as-needed housing consulting services for a one (1) year period for a not-to-exceed amount of $50,000; and
3. Authorize the City Manager to make all conforming modifications and edits and execute all implementing documents.

Total Cost: $100,000	Account No:	221-65-661-6111 - $40,000
		227-93-961-6111 - $20,000
Is the cost of this item budgeted? Yes		220-66-651-6111 - $40,000

m) Mayor Quintero
s) Councilmember Velasco 4-0-1 (Mayor Pro Tem Morales abstain)

12.5 Approval of the Purchase of Four (4) Dual Electric Vehicle Charging Stations from ChargePoint, Inc. and a Contract Service Agreement with NOVA Electric to Install Four (4) Dual Electric Vehicle Charging Stations at the El Monte Metrolink Station for a Total Project Cost Not-to-Exceed $59,100.

RECOMMENDATION OF BUSINESS ITEM UNDER CONSIDERATION:

It is recommended that the City Council:

1. Consider and approve the purchase of four (4) dual electric vehicle charging stations from ChargePoint, Inc. for an amount not-to-exceed $36,000; and
2. Consider and approve a contract service agreement with NOVA Electric to install four (4) dual electric vehicle charging stations at the El Monte Metrolink Station for an amount not-to-exceed $23,100; and
3. Authorize the City Manager, or her designee, to execute a Contract Service Agreement with NOVA Electric.

Total Cost: $59,100	Account No:	299-67-010-8221 - $36,000
		203-67-010-8221 - $23,100
Is the cost of this item budgeted? Yes		

m) Mayor Quintero
s) Mayor Pro Tem Morales 5-0

12.6 Approval of a Contract Service Agreement with NOVA Electric to Provide Electrician Services As-Needed for a Not-to-Exceed Amount of $45,000.

RECOMMENDATION OF BUSINESS ITEM UNDER CONSIDERATION:

It is recommended that the City Council:

1. Consider and approve a Contract Service Agreement with NOVA Electric to provide electrician services as-needed; and
2. Authorize the City Manager or her designee to execute a Contract Service Agreement with NOVA Electric.

Total Cost: $45,000 Account No: 600-67-696-6111 - $36,000
650-67-693-6111 - $ 5,000
Is the cost of this item budgeted? Yes 600-67-679-6111 - $ 4,000

m) Mayor Quintero
s) Mayor Pro Tem Morales 5-0

12.7 Approval of a Contract Service Agreement with Crosstown Electrical & Data, Inc. to Perform Traffic Signal and Street Lighting Repairs on an As-Needed Basis for a Term of Three (3) Years with the Option for Two (2) One (1) Year Extensions for an Amount Not-to-Exceed $60,000 Per Year.

RECOMMENDATION OF BUSINESS ITEM UNDER CONSIDERATION:

It is recommended that the City Council:

1. Consider and approve a contract service agreement with Crosstown Electrical & Data, Inc. to perform traffic signal and street lighting repairs on an as-needed basis for a term of three (3) years with the option for two (2) one (1) year extensions for an amount not-to-exceed $60,000 per year; and
2. Authorize the City Manager, or her designee, to execute a Contract Service Agreement with Crosstown Electrical & Data, Inc.

Total Cost: $60,000 Account No: 100-67-685-6111
Is the cost of this item budgeted? Yes

Cosme Jimenez – Is this work going to include the repair of traffic lights because I continue to call to report lights and I am told that I have to wait until Monday but if we are going to pay $60,000 why do we have to wait until Monday.

m) Mayor Quintero
s) Mayor Pro Tem Morales 5-0

12.8 Approval and Acceptance of a Notice of Completion for the Civic Center Duct Cleaning Project and Authorization to File the Notice of Completion with Los Angeles County Recorder's Office.

RECOMMENDATION OF BUSINESS ITEM UNDER CONSIDERATION:

It is recommended that the City Council:

1. Accept the Civic Center Duct Cleaning Project as completed; and
2. File the Notice of Completion (NOC) with the Los Angeles County Recorder's Office.

Total Cost: N/A Account No: N/A
Is the cost of this item budgeted? N/A

m) Mayor Quintero
s) Mayor Pro Tem Morales 5-0

12.9 Approval of a Contract Service Agreement with Spectrum to Provide an Ethernet Connection Between City Hall and the City Yard Facility for a Term of Five (5) Years for an Amount Not-to-Exceed $12,000 per Year.

RECOMMENDATION OF BUSINESS ITEM UNDER CONSIDERATION:

It is recommended that the City Council:

1. Consider and approve a contract service agreement with Spectrum to provide an Ethernet connection between City Hall and the City Yard Facility for a term of five (5) years for an amount not-to-exceed $12,000 per year; and
2. Authorize the City Manager, or her designee, to execute a Contract Service Agreement with Spectrum.

Total Cost: $12,000 Account No: 100-67-673-6411 - $4,000
203-67-571-6411 - $4,000
600-67-695-6115 - $2,000
650-67-695-6115 - $2,000
Is the cost of this item budgeted? Yes

m) Mayor Quintero
s) Mayor Pro Tem Morales 5-0

13. PUBLIC HEARINGS:

13.1 A Public Hearing to Consider and Approve for First Reading of an Ordinance Amending Title 8 (Health and Safety), Chapter 8.10 (Retail Sales of Tobacco Products) of the El Monte Municipal Code, to Prohibit the Sale of all Flavored Tobacco, Including but not Limited to E-Cigarettes and Vape Products.

RECOMMENDATION OF BUSINESS ITEM UNDER CONSIDERATION:

It is recommended that the City Council:

1. Open the public hearing;
2. Receive presentation from staff;
3. Pose question to staff;
4. Allow members of the public to offer comment;
5. Pose follow-up questions to staff;
6. Close the public hearing; and
7. Approve the proposed Ordinance by no less than three (3) votes, for first reading.

Total Cost: N/A Account No: N/A
Is the cost of this item budgeted? N/A

Ordinance No. 2964

m) Mayor Quintero
s) Councilmember Velasco 5-0
Open P.H.

m) Mayor Quintero
s) Councilmember Velasco 5-0
Close P.H.

Continue the public hearing to February 18, 2020.

13.2 A Public Hearing to Consider and Approve an Urgency Ordinance Amending Chapters 17.04 (Definitions), 17.06 (General Regulations) and 17.08 (Parking) of Title (Zoning) of the El Monte Municipal Code, Regarding Accessory Dwelling Units and Related Zoning Standards, to Conform with Multiple California Legislature Bills.

RECOMMENDATION OF BUSINESS ITEM UNDER CONSIDERATION:

It is recommended that the City Council:

1. Open the public hearing;
2. Receive presentation from staff;
3. Pose question to staff;
4. Allow members of the public to offer comment;
5. Pose follow-up questions to staff;
6. Close the public hearing; and
7. Approve the proposed Urgency Ordinance by no less than four-fifths (4/5) vote.

Total Cost: N/A Account No: N/A
Is the cost of this item budgeted? N/A

Urgency Ordinance No. 2965

Continue the public hearing to a future meeting.

13.3 A Public Hearing to Consider and Approve a Resolution Adopting an Electric Vehicle Charging Fee and an Employee Electric Vehicle Incentive Program

RECOMMENDATION OF BUSINESS ITEM UNDER CONSIDERATION:

It is recommended that the City Council:

1. Open the public hearing;
2. Receive the presentation from staff;
3. Pose questions to staff;
4. Allow members of the public to offer comment;
5. Pose follow up questions to staff;
6. Close the public hearing;
7. Consider and approve the Electric Vehicle (EV) Charging Fee of $0.30 per kilowatt hour (KWh); and

8. Adopt the proposed Resolution to establish an EV Charging Fee and an Employee EV Incentive Program.

Total Cost: N/A Account No: N/A
Is the cost of this item budgeted? N/A

Resolution No. 10079

m) Mayor Quintero
s) Mayor Pro Tem Morales 5-0
Open P.H.

m) Mayor Quintero
s) Councilmember Velasco 5-0
Close P.H.

m) Mayor Quintero
s) Mayor Pro Tem Morales 5-0
Resolution No. 10079

14. REGULAR AGENDA: **No material submitted.**

15. CITY ATTORNEY'S AGENDA: **No material submitted.**

16. CITY MANAGER'S AGENDA:

16.1 A Presentation Regarding the 2020 Greater Los Angeles Homeless Authority Homeless Count Taking Place on Tuesday, January 21, 2020, at the Jack Crippen Senior Center.

17. WRITTEN COMMUNICATIONS: **No material submitted.**

18. COUNCIL COMMUNICATIONS/REPORTS:

18A. Mayor Quintero

If anything about being here at the City is that we get to celebrate two New Year's. We get New Year's at the beginning of the year and we are going to be celebrating Lunar New Year on February 8th Chinese New Year celebration in the Downtown Mall area so please come out if you can. I also want to give staff thanks for a wonderful 2019 and I know this is going to be a tremendous 2020 and thank you for all the sacrifices that you make with your families to do what you do and thank you very much and City Manager in particular thank you for your leadership. City Attorney I hardly recognize you and I do want to say more for the community because I am loath to interrupt speakers when they are speaking I have been here for 10 years and I can count on one hand how many times I have done that. But I have to tell you after a while sometimes it is necessary to point out a few things and I want to say I have no problem if we did not have contributions put on Forms 460's there wouldn't been transparency I mean that is a legal requirement and it is there for a purpose for you as residents and for those of you who are paying attention at home and for those of you who will watch this later on know that there is accountability in place and it is a fair comment to be able to make where the resources are coming from for candidates for office and usually that is an argument that you make in front of voters and not in front of the elected body of here unless to make the following point and I think it is a legitimate point the influence of money on politics. This is the 10th anniversary of Citizens United and that decision blew a wide door open for federal campaign funding. It's a joy that many would argue had a detrimental impact on public policy decision making at the federal level. Obviously we are not at the federal level we are at the local level in the 10 years that I have been here I have not heard from anyone frankly whose ever said maybe we should limit the amount of contributions a candidate receives because as those of you who know there are no limits in the City of El Monte. If someone would want to drop a million dollars on a campaign here they could. So I am hoping that the gentleman who spoke earlier and expressed some concerns about contributions will chime in when we have that conversation in the future I anticipate we will have conversations about becoming a charter city.

18B. Mayor Pro Tem Morales

I wanted to say Happy New Year to everyone who are watching and are present at the moment. Like Councilmember Velasco mentioned there is a lot of movement in our community with respect to Public Works. I am really looking forward to this year being that year that we do see the shovels on the ground and we do see a lot of the projects moving along that we were waiting to get going and I think it is going to happen this year. We are going to do the best to publicize all this movement and if there is traffic that is good traffic because that means we are fixing streets and cleaning things up. I am really looking forward to that. I wanted to say thank you to staff for putting together and working so

diligently often times through the weekends and I wanted to let you know it is duly noted so thank you for that.

18C. Councilwoman Ancona

I want to wish everyone a Happy New Year those of you are still here thank you for being here. I hope everyone enjoyed their time off with their families and friends over the holidays. Excited over what 2020 will bring we have a lot of things going on here in the City of El Monte which we will be sharing with all of you in the future. I am also very excited about Fletcher "Fetch" Park this past Saturday we just had the renaming of Valley Mall to Main Street. We have a lot of improvements going on there and just excited to see what this year will bring.

18D. Councilwoman Martinez Muela

Happy New Year everyone 2020 it is an exciting year and hopefully you have a lot of exciting plans. This year for me I want to make sure that I stay in touch with you the community so if you have any questions or concerns please make sure to find me on any of our social media avenues right here at City Hall there is an email and phone number let's stay connected. I reached out to some of my friends that I hadn't spoken to in a while as part of my new year and that includes you. If you have something to share with me good, bad or indifferent about the City and how we are doing let me know I am interested. I did want to share something interesting with you it is something that we have been working on for quite some time and that is Fletcher "Fetch" Park. The Fletcher "Fetch" Park is the first dog park here in El Monte. We have a groundbreaking happening on February 22, 2020 at 10:00 am and we hope that you come out and join us.

18E. Councilman Velasco

I just want to encourage everyone to get involved in the census it is very important. This is what is going to speak about El Monte's population for the next 10 years and funding for the City. Twenty Thousand per year per person is a lot of money it is a lot of money so if we undercount it will affect us. Tomorrow is Coordinating Counsel at 4:00 pm in the City Manager's Conference Room. There will be a lot of jobs available so make sure to attend or contact the City Manager's Office. You are all invited to attend on February 8, 2020 the Ramona/Valley Intersection Improvement Project Groundbreaking Ceremony at 11:00 am.

19. ADJOURNMENT:

Without objection the Mayor adjourned the meeting at 8:54 pm.

The next Regular Meeting of the City Council will be held on **January 28, 2020** at 6:00 p.m. This Agenda will be posted on the City's website, www.ci.el-monte.ca.us, and physically posted no less than 72 hours prior to the start of the subject regular meeting. Although it is the City's practice and desire to electronically post a copy of this Agenda along with supporting material as part of its website posting, the size or formatting of certain supporting materials may render their website posting infeasible. Nevertheless, all supporting materials related to any item on this Agenda, that is made available to the members of the council may be inspected by members of the public at the City Clerk's Office located at 11333 Valley Boulevard, El Monte, Monday through Thursday, 7:00 am – 5:30 pm. For more information, please call the City Clerk's Office at 626-580-2016.

All public meetings and events sponsored or conducted by the City of El Monte are held in sites accessible to persons with disabilities. Requests for accommodations may be made by calling the office of the City Clerk at (626) 580-2016 at least three (3) working days prior to the event, if possible. This Agenda and copies of documents distributed at the meeting are available in alternative formats upon request.

_____
Catherine A. Eredia, City Clerk
City of El Monte

APPROVED:

_____
Andre Quintero, Mayor
City of El Monte

CITY OF EL MONTE

PARKS, RECREATION AND
COMMUNITY SERVICES DEPARTMENT
CITY COUNCIL AGENDA REPORT

CITY COUNCIL MEETING OF JANUARY 28, 2020

January 8, 2020

The Honorable Mayor and City Council
City of El Monte
11333 Valley Boulevard
El Monte, CA 91731

Dear Mayor and City Council:

REQUEST TO SERVE WINE AND "SPIRITS" LIQUOR AT THE FOLLOWING CITY-OWNED FACILITY

IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Consider and approve the requests to serve/sell wine and "Spirits" liquor at city-owned facility.

DISCUSSION

The following users have completed and submitted alcohol beverage request applications to serve wine and "Spirits" liquor at the following City-owned facility:

Non-Private User	Event	Date
El Monte Women's Club (Grace T. Black Auditorium)	Scholarship Dinner (Attendance 100)	Friday, February 21, 2020 5:30 p.m. – 9:30 p.m.
El Monte Women's Club (Grace T. Black Auditorium)	Fashion Show (Attendance 100)	Saturday, April 25, 2020 10:30 a.m. – 2:00 p.m.

Private User	Event	Date
Alba Brenes (Grace T. Black Auditorium)	Wedding (Attendance 200)	Saturday, May 23, 2020 6:00 p.m. – 11:30 p.m.
Roxana Vides (Grace T. Black Auditorium)	Quinceñera (Attendance 250)	Saturday, August 1, 2020 7:00 p.m. – 12:30 a.m.

Applications are attached for review.

FISCAL IMPACT/FINANCING

This action will have no fiscal impact to the General Fund. The fees listed below are the base facility user fees; the fees do not include insurance, security or use of additional equipment. Fees are being paid by facility users to cover operational cost. Revenue that is being generated is as follows:

Non-Private User	**Rental Fees**
El Monte Women's Club	$ 367.50
El Monte Women's Club	$ 345.00
Private User	**Rental Fees**
Alba Brenes	$ 2,065.00
Roxana Vides	$ 2,325.00

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The adopted Facility Use Policy gives the facility users the option to serve/sell alcoholic beverages at their event with consent from the El Monte City Council. All facility users wishing to serve/sell wine, beer or any alcoholic beverages at any City facility must complete an alcohol beverage request application, and agree to comply with the guidelines outlined in the Facility Use Policy under the section titled General Operating Regulations.

CONCLUSION

The above listed users have agreed to comply with all guidelines listed in the Facility Use Policy and are requesting approval from the El Monte City Council to serve alcoholic beverages at a City facility.

Respectfully submitted,

ALMA K. MARTINEZ
City Manager

ALEXANDRA MARROQUIN
Parks, Recreation and Community Services Director

Attachment: 1. Alcoholic Beverage Requests

DATE: JANUARY 28, 2020
PRESENTED TO EL MONTE CITY COUNCIL
☐ APPROVED ☐ DENIED ☐ PULLED ☐ RECEIVE AND FILE ☐ CONTINUED
☐ REFERRED TO
CHIEF DEPUTY CITY CLERK

NON PROFIT USE

ALCOHOL BEVERAGE REQUEST FOR ONE TIME USE ONLY EVENTS

Name of Organization: EL MONTE WOMEN'S CLUB

Purpose of Event: Scholarship Dinner Facility: CC

Open to Public: Yes ☒ No ☐ Friday Attendance: 100+

Date of Event: February 21, 2020 Hours of Event: 4 hr

Alcohol Service Time: 5:30 - 9:30 pm

Have you ever applied for a permit before? Yes ☒ No ☐

Type of beverage to be served: Beer, Wine, Liquor, Champagne
(Beer, Wine, Liquor, Champagne)

Will alcoholic beverages be sold? Yes ☒ No ☐ Served at no cost? Yes ☐ No ☒

It is requested that permission be given to this organization to serve alcoholic beverages at the above-mentioned event based on the information contained herein.

I understand this is an adult party and that this request is contingent upon City Council approval pertaining to the serving of alcoholic beverages, and hereby agree to abide by such rules.

El Monte Women's Club — Name of Applicant – Please Print

626 271-7384 — Phone Number

3130 Tyler. Ave. El Monte CA 91731

Address City Zip

1/9/2020 — Date

Signature of Applicant

FOR OFFICE USE ONLY

Date Received: 1/9/2020

Facility Fees (ONLY): $ 367.50

Approved and Scheduled By: [illegible]

Date Forwarded to Council Agenda: 1/13/2020

To be submitted at 1/28/2020 **council meeting for approval**

NON PROFIT USE

ALCOHOL BEVERAGE REQUEST FOR ONE TIME USE ONLY EVENTS

Name of Organization: EL MONTE WOMEN'S CLUB

Purpose of Event: Fashion Show Facility: CC

Open to Public: Yes ☒ No ☐ Saturday Attendance: 100

Date of Event: April 25, 2020 Hours of Event: 10:30am - 2pm

Alcohol Service Time: 10:30 - 2pm

Have you ever applied for a permit before? Yes ☒ No ☐

Type of beverage to be served: Champagne / wine
(Beer, Wine, Liquor, Champagne)

Will alcoholic beverages be sold? Yes ☒ No ☐ Served at no cost? Yes ☐ No ☒

It is requested that permission be given to this organization to serve alcoholic beverages at the above-mentioned event based on the information contained herein.

I understand this is an adult party and that this request is contingent upon City Council approval pertaining to the serving of alcoholic beverages, and hereby agree to abide by such rules.

El Monte Women's Club — Name of Applicant – Please Print

626 271 7384 — Phone Number

3130 Tyler Ave. — Address

El Monte — City

CA 91731 — Zip

1/9/2020 — Date

Signature of Applicant

FOR OFFICE USE ONLY

Date Received: 1/13/2020

Facility Fees (ONLY): $ 345-

Approved and Scheduled By: [illegible]

Date Forwarded to Council Agenda: 1/13/2020

To be submitted at 1/28/2020 **council meeting for approval**

PRIVATE USE

ALCOHOL BEVERAGE REQUEST FOR ONE TIME USE ONLY EVENTS

Name: Alba Brenes

Purpose of Event: Wedding Facility: Community Center

Open to Public: Yes ☐ No ☒ Number of Guests: 200

Date of Event: May 23, 2020 Sat. Hours of Event: 5:00 pm - 12:00 am

Alcohol Service Time: 6:00 pm - 11:30 pm

Have you ever applied for a permit before? Yes ☐ No ☒

Beer, wine and champagne may be served in conjunction with a meal. The service of alcohol may not exceed a 5 ½ hour period. A.B

ALCOHOLIC BEVERAGES MAY NOT BE SOLD.

It is requested that permission be given to the above individual to serve alcoholic beverages at the above-mentioned event based on the information contained herein.

I understand this is an adult party and that this request is contingent upon City Council approval pertaining to the serving of alcoholic beverages, and hereby agree to abide by such rules.

Alba Brenes
Name of Applicant – Please Print

(626) 975-9656
Phone Number

11420 ½ Garvey Ave Apt B
Address

El Monte
City

CA
Zip

91732

1/6/2020
Date

Alba Brenes
Signature of Applicant

FOR OFFICE USE ONLY

Date Received: 1/8/2020

Facility Fees (ONLY): $ 206.65

Approved and Scheduled By: [illegible]

Date Forwarded to Council Agenda: 1/8/20

To be submitted at 1/28/2020 **council meeting for approval**

PRIVATE USE

ALCOHOL BEVERAGE REQUEST FOR ONE TIME USE ONLY EVENTS

Name: Roxana Vides

Purpose of Event: Quinceañera Facility: Comunity Center

Open to Public: Yes ☑ No ☐ Number of Guests: 250

Date of Event: 08/01/20 Sat. Hours of Event: 5 pm – 1 am

Alcohol Service Time: 7 pm – 12:30 AM.

Have you ever applied for a permit before? Yes ☐ No ☑

Beer, wine and champagne may be served in conjunction with a meal. The service of alcohol may not exceed a 5 ½ hour period. R.V

ALCOHOLIC BEVERAGES MAY NOT BE SOLD.

It is requested that permission be given to the above individual to serve alcoholic beverages at the above-mentioned event based on the information contained herein.

I understand this is an adult party and that this request is contingent upon City Council approval pertaining to the serving of alcoholic beverages, and hereby agree to abide by such rules.

Roxana Vides
Name of Applicant – Please Print

(626) 201-6238
Phone Number

12354 Dahlia ave. El Monte CA 91732
Address City Zip

11/25/19
Date

Roxana Vides
Signature of Applicant

FOR OFFICE USE ONLY

Date Received: 1/8/20/20

Facility Fees (ONLY): $ 2325

Approved and Scheduled By: [illegible]

Date Forwarded to Council Agenda: 1/8/2020

To be submitted at 1/8/2020 **council meeting for approval**

CITY OF EL MONTE

PUBLIC WORKS DEPARTMENT
CITY COUNCIL AGENDA REPORT

CITY COUNCIL MEETING OF JANUARY 28, 2020

January 13, 2020

The Honorable Mayor and City Council
City of El Monte
11333 Valley Boulevard
El Monte, CA 91731

Dear Mayor and City Council:

ADOPT A RESOLUTION DESIGNATING THURSDAY, MARCH 12, 2020 AS THE 2020 COMMEMORATION OF ARBOR DAY IN THE CITY OF EL MONTE

IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Adopt a resolution approving the commemoration of Arbor Day.

PROJECT BACKGROUND/JUSTIFICATION OF RECOMMENDED ACTION

The City of El Monte has been designated a Tree City USA community since 2012. The Tree City USA Program (the "Program") is sponsored by the Arbor Day Foundation in cooperation with the USDA Forest Service and the National Association of State Foresters. California Department of Forestry and Fire Protection (CAL FIRE) reviews and approves Tree City USA applications for municipalities in California. The Program provides direction, technical assistance, public attention, and national recognition for urban and community forestry programs in cities across America.

MAINTENANCE OF TREE CITY USA DESIGNATION

To qualify and maintain designation as a Tree City USA community, the City must meet four (4) standards established by the Arbor Day Foundation and the National Association of State Foresters. The four (4) standards are:

1. Form a Tree Board or Department: The Public Works Department manages the urban forest, maintains 7,000 City-owned trees and oversees the work performed by tree contractors. The Economic Development Department administers the City's Tree Protection and Preservation Ordinance. Additionally, the Planning Commission reviews development projects to ensure conformity with the City's Tree Protection and Preservation Ordinance as well as the Urban Forest Management Plan.

2. Create a Tree Care Ordinance: Urgency Ordinance No. 2791 entitled "Tree Protection and Preservation Ordinance" has been in effect since March 20, 2012.

3. Establish a Community Forestry Program with an annual budget of at least two (2) dollars per capita: The City spent approximately $3.61 per capita on the urban forest program in Calendar Year 2019. The per capita total is calculated by the sum of all the expenses the City of El Monte spends on the care of the urban forest divided by the City's population of 113,475 (2010 Census). The expenses include City workers' salaries, contract tree services, consulting arborists, tree removals, tree purchases and planting, watering and maintenance agreement with the San Gabriel Valley Conservation Corps, equipment purchases, Arbor Day program, public education materials, and administrative time.

4. Celebrate an Arbor Day Observance and Proclamation: In 2019, the City Council proclaimed March 14, 2019, as Arbor Day in the City. The Arbor Day Celebration was held at the El Monte Historical Museum and Community Center grounds. The highlight of this event was the planting of a specimen tree in the El Monte Historical Museum court yard and planting eight (8) parkway trees on Tyler Avenue adjacent to the Community Center.

2019 APPLICATION FOR ANNUAL RECERTIFICATION

On December 26, 2019, the City submitted the application for recertification for Tree City USA designation to the State Urban Forester of the California Department of Forestry and Fire Protection (CAL FIRE). The City's application has been reviewed by the State Urban Forester and recommended for approval for the calendar year 2019. In anticipation of recertification for Tree City USA designation for the subsequent years, the City must continue to meet the four (4) standards. One (1) of the standards is to proclaim Arbor Day in the City and hold an Arbor Day Celebration in the 2020 calendar year.

An Arbor Day celebration is a great way to increase public awareness of the many social, economic, and environmental benefits that planting trees provides. A community tree planting event creates community stewardship, teamwork, and community pride because it directly touches the lives of the people within the community who benefit daily from cleaner air, shadier streets and aesthetic beauty that a well-managed urban forest provides.

Celebrating Arbor Day and maintaining our Tree City USA designation will continue to promote City-wide awareness and forest stewardship between non-profits, businesses, school districts and community residents in the City of El Monte. It will demonstrate that the City is a community that embraces the benefits of a healthy urban forest and environment, while educating the City's residents and future generations for years to come on the importance of trees within our community.

To celebrate Arbor Day 2020, and the eight (8) year milestone of being designated as a Tree City USA community, City staff is recommending that the City Council host a specimen tree ceremony at the El Monte Community Center on Thursday, March 12, 2020. The celebration will coincide with California Arbor Week. The highlight of this event will be the planting twelve (12) parkway trees on Tyler Avenue adjacent to the Community Center, in collaboration with students from each of the City's three (3) school districts (Attachment 1).

FISCAL IMPACT

The Arbor Day celebration budget will be $10,000. All tree specimens and parkway trees, urban forestry education materials, advertising, gift seedling trees, canopy rental, transportation for students, and other related materials and supplies are budgeted in various Public Works Maintenance Division accounts.

CONCLUSION

It is recommended that the City Council adopt the attached Resolution (Attachment 3) proclaiming March 12, 2020 as Arbor Day in the City of El Monte.

Respectfully submitted,

ALMA K. MARTINEZ
City Manager

BRADEN YU, P.E.
Public Works and Utilities Director

Attachment(s):

Attachment 1 – Arbor Day Celebration Site Plan

Attachment 2 – Arbor Day Resolution

DATE: JANUARY 28, 2020
PRESENTED TO EL MONTE CITY COUNCIL
☐ APPROVED ☐ DENIED ☐ PULLED ☐ RECEIVED AND FILE ☐ CONTINUED
☐ REFERRED TO
CHIEF DEPUTY CITY CLERK

Attachment 1:
2020 Arbor Day Celebration
Site Plan – El Monte Historical Museum and Community Center Grounds

(12) – 36" box
Pink Trumpet Trees

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL MONTE, CALIFORNIA COMMEMORATING ARBOR DAY

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, the holiday called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and

WHEREAS, trees in the City of El Monte increase property values, enhance the economic vitality of business areas, and beautify the community; and

WHEREAS, trees wherever they are planted are a source of joy and spiritual renewal.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF EL MONTE DOES HEREBY RESOLVE, DETERMINE AND ORDER, AS FOLLOWS:

SECTION 1. The City Council of the City of El Monte (the "City Council") does hereby proclaim March 12, 2020 as ARBOR DAY in the City of El Monte, and urges all citizens to celebrate Arbor Day and to support efforts to protect trees and woodlands.

SECTION 2. The City Council does further urge all residents to plant and care for trees to gladden the heart and promote the well-being of this and future generations.

SECTION 3. The City Clerk shall certify to the adoption of this Resolution which shall be effective upon its adoption.

PASSED AND ADOPTED by the City Council of the City of El Monte at its regular meeting on this _____ day of _____, 2020.

_____
Andre Quintero, Mayor
City of El Monte

ATTEST:

_____
Catherine A. Eredia, City Clerk
City of El Monte

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF EL MONTE)

I, Catherine A. Eredia, City Clerk of the City of El Monte, do hereby certify that the above and foregoing Resolution No. _____ was passed, approved, and adopted by the City Council of the City of El Monte, signed by the Mayor and attested by the City Clerk at a meeting of said City Council of the City of El Monte held on this _____day of _____ 2020, and that said Resolution was adopted by the following votes to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

_____
Catherine A. Eredia, City Clerk
City of El Monte

CITY OF EL MONTE

FINANCE DEPARTMENT
CITY COUNCIL AGENDA REPORT

REGULAR CITY COUNCIL MEETING OF JANUARY 28, 2020

January 13, 2020

The Honorable Mayor and City Council
City of El Monte
11333 Valley Boulevard
El Monte, CA 91731

Dear Mayor and City Council:

A PUBLIC HEARING TO CONSIDER AND APPROVE AN ORDINANCE AMENDING SECTION 5.80.050 (DWELLING UNIT TAX PAYABLE ON DWELLING UNIT LOCATIONS IMPROVED WITH THREE OR FEWER DWELLING UNITS.) OF CHAPTER 5.80 (RENTAL DWELLING USE TAX) OF TITLE 5 (BUSINESS LICENSES AND REGULATIONS) TO PROVIDE FOR CALENDAR YEAR COLLECTION OF SUCH DWELLING UNIT TAX

IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Open the public hearing;
2. Receive the presentation from staff;
3. Pose questions to staff;
4. Allow members of the public to offer comment;
5. Close the public comment portion of the public hearing and pose follow-up questions to City staff;
6. Close the public hearing; and
7. Approve the proposed Ordinance (Attachment 1) by no less than three (3) votes, for first reading.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

On December 17, 2019 The El Monte City Council adopted resolution 10073 approving the reinstatement of suspended Sections 5.80.020 and 5.80.030 of the El Monte Municipal Code to resume the requirement to pay a business license tax by those property owners renting dwellings consisting of four units or less and the rental of commercial property. Under section 5.80.050 states that landlord who owns a dwelling unit location as improved with three (3) or fewer dwelling units shall pay the rental dwelling unit tax as levied by Section 5.80.020A, subject to the exemptions and reductions, if applicable, under Section 5.80.040, each year on a city fiscal year basis

from July 1st to June 30th of the following calendar year. However, landlords with four (4) dwelling units and commercial property will be assessed a business license based on a calendar year similar to all other business licenses which are issued by the City in accordance with Section 5.04.130 of the El Monte Municipal Code. In order to be consistent and develop efficiencies in the billing process for business license, staff requests to amend the municipal code to remove the fiscal year billing cycle requirement and instead assess all residential units on the same calendar period under Section 5.04.130 of the El Monte Municipal Code.

FISCAL IMPACT/FINANCING

Staff anticipates that the requested action, if approved by the City Council, will generate $400,000 in annual revenue during fiscal year 2019-2020.

CONCLUSION

Staff recommends that the City Council adopt the proposed Ordinance for first reading by no less than three (3) votes.

Respectfully submitted,

ALMA MARTINEZ
City Manager

BRUCE FOLTZ
Finance Director

Attachments
1. Ordinance

DATE: January 28, 2020
PRESENTED TO EL MONTE CITY COUNCIL
☐ APPROVED ☐ DENIED ☐ PULLED ☐ RECEIVED AND FILE ☐ CONTINUED
☐ REFERRED TO
CHIEF DEPUTY CITY CLERK

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EL MONTE, CALIFORNIA AMENDING SECTION 5.80.050 (DWELLING UNIT TAX PAYABLE ON DWELLING UNIT LOCATIONS IMPROVED WITH THREE OR FEWER DWELLING UNITS.) OF CHAPTER 5.80 (RENTAL DWELLING USE TAX) OF TITLE 5 (BUSINESS LICENSES AND REGULATIONS) TO PROVIDE FOR CALENDAR YEAR COLLECTION OF SUCH DWELLING UNIT TAX

WHEREAS, the Rental Dwelling Use Tax codified in Chapter 5.80 has been a feature of the EMMC for decades and was previously set forth in EMMC Sections 6208.2, 6208.3, 6208.4, and 6208.6 before EMMC recodification occurred in 1999;

WHEREAS, businesses, including commercial rental properties, are subject to gross receipt business license taxes pursuant to EMMC Chapter 5.08.030, which has also been a historical feature of the EMMC and was previously codified as EMMC Section 6201;

WHEREAS, the City Council of the City of El Monte (the "City Council" of the "City") adopted City Council Resolution No. 8000 ("Resolution No. 8000") on January 11, 2000;

WHEREAS, Resolution No. 8000 suspended the City's collection of the following:

1. Rental Dwelling Use Tax on dwelling unit location properties improved with no more than four (4) dwelling units; and
2. Gross receipt business license tax on commercial rental properties;

WHEREAS, on December 17, 2019, the City Council adopted Resolution No. 10073 to rescind the suspension of tax collection as set forth in Resolution No. 8000 to restore the previously adopted default tax collection framework;

WHEREAS, the City typically collects taxes on a calendar year schedule (January 1 to December 31), however, EMMC Section 5.80.050 requires a fiscal year (July 1st to June 30th) collection of taxes;

WHEREAS, the City seeks to amend EMMC Section 5.80.050 to set the collection of the dwelling unit tax on a calendar year schedule;

WHEREAS, a notice of public hearing regarding consideration of this Ordinance was published in a newspaper of general circulation on January 16, 2020.

BASED UPON THE ABOVE RECITALS, THE CITY COUNCIL OF THE CITY OF EL MONTE, CALIFORNIA, DOES HEREBY FIND, DETERMINE AND RESOLVE AS FOLLOWS:

SECTION 1. Recitals. The facts set forth in the recitals above are true and correct and are incorporated herein by this reference.

SECTION 2. Amendment. Section 5.80.050 (Dwelling unit tax payable on dwelling unit locations improved with three or fewer dwelling units.) of Chapter 5.80 (Rental Dwelling Use Tax) of Title 5 (Business Licenses and Regulations) is hereby amended to read as follows:

> Section 5.80.050 – Dwelling unit tax payable on dwelling unit locations improved with three or fewer dwelling units.
>
> A landlord who owns a dwelling unit location as improved with three (3) or fewer dwelling units shall pay the rental dwelling unit tax as levied by Section 5.80.020A, subject to the exemptions and reductions, if applicable, under Section 5.80.040, each year on a calendar year basis from January 1st to December 31st.

SECTION 3. Inconsistent Provisions. Any provision of the El Monte Municipal Code or appendices thereto inconsistent with the provisions of this Ordinance, to the extent of such inconsistencies and no further, is hereby repealed or modified to the extent necessary to implement the provisions of this Ordinance.

SECTION 4. Severability. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Ordinance, or any part thereof is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, clause or phrase would be subsequently declared invalid or unconstitutional.

SECTION 5. Publication and Effective Date. The Mayor shall sign and the City Clerk shall attest to the passage of this Ordinance. The City Clerk shall cause the same to be published once in a newspaper of general circulation within fifteen (15) days after its adoption. This Ordinance shall become effective thirty (30) days after adoption.

PASSED, APPROVED AND ADOPTED by the City Council of the City of El Monte at the regular meeting of this _____th day of _____, 2020.

_____
André Quintero
Mayor of the City of El Monte

ATTEST:

_____
Catherine A. Eredia

City Clerk of the City of El Monte

STATE OF CALIFORNIA	)	
COUNTY OF LOS ANGELES	)	SS:
CITY OF EL MONTE	)	

I, Catherine A. Eredia, City Clerk of the City of EL Monte, hereby certify that the foregoing Ordinance No._____ was introduced for a first reading on the 28th day of January, 2020 and approved for a second reading and adopted by said Council at its regular meeting held on the 4th day of February, 2020 by the following vote, to-wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

_____

Catherine A. Eredia
City Clerk of the City of El Monte

CITY OF EL MONTE

PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT

CITY COUNCIL AGENDA REPORT

CITY COUNCIL MEETING OF JANUARY 28, 2020

January 28, 2020

The Honorable Mayor and City Council
City of El Monte
11333 Valley Boulevard
El Monte, CA 91731

Dear Mayor and City Council:

A PUBLIC HEARING TO CONSIDER AND APPROVE A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL MONTE, CALIFORNIA AUTHORIZING THE REALLOCATION OF QUIMBY IN LIEU FEES FOR THE IMPROVEMENT AND REHABILITATION OF PUBLIC PARK FACILITIES FROM FLETCHER PARK TO GIBSON MARIPOSA PARK PURSUANT TO GOVERNMENT CODE SECTION 66477(A)(3(B)

IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Open the public hearing;
2. Receive presentation from staff;
3. Pose questions to staff;
4. Allow members of the public to offer comment;
5. Pose follow up questions to staff;
6. Close the public hearing; and
7. Approve the proposed Resolution (Attachment 1) by no less than three (3) votes to authorize the expenditure of Quimby In Lieu Fees in an amount not-to-exceed $100,000 for improvement and rehabilitation of public park facilities at Gibson Mariposa Park.

BACKGROUND

Under the Quimby Act (Gov. Code, § 66477 et seq.), state law authorizes local agencies to require subdividers to dedicate land or pay "in lieu" fees ("Quimby fees") for park and recreational purposes as a condition to subdivision map approval. The City of El Monte (the "City") imposes such requirements pursuant to Ordinance Nos. 2277,

2553, and 2663 and Section 16.34.030 (Parkland Dedication) of Chapter 16.34 (Dedications, Reservations and Fees) of Division 4 (Dedications and Fees) of Title 16 (Subdivisions) of the El Monte Municipal Code.

The Quimby Act also generally limits the expenditure of Quimby fees to develop new, or rehabilitate existing, park or recreational facilities to serve the specific subdivision for which such fees were collected. Notwithstanding the general rule limiting the expenditure of Quimby fees, the Quimby Act authorizes the expenditure of Quimby fees in neighborhoods other than the specific subdivision for which such fees were collected if the proposed area is determined to be "park poor"; that is having less than three (3) acres of park space per 1,000 residents.

At this time, the City is holding a public hearing to memorialize its fulfillment of such statutory requirements to authorize the expenditure of Quimby fees for the improvement and rehabilitation of existing park and recreational facilities located at 4140 Gibson Road.

DISCUSSION

On February 5, 2019, during the regular meeting of the El Monte City Council, the City Council held a public hearing and authorized the expenditure of Quimby In Lieu Fees in an amount not-to-exceed $179,500 for the improvement and rehabilitation of Public parks facilities at Fletcher "Fetch" Park (the "Project"). Subsequently at the May 2, 2019 City Council meeting, staff presented a revised site plan of the Project to include a new skate park which was to be located at the southern section of the park. Of the $179,000 allocated funds, $100,000 were earmarked for the Skate Park amenities and the remaining $79,500 for the Dog Park.

Since, staff has reassessed the Skate Park location and has identified a more suitable location that would increase park space by developing on vacant City-owned parkland adjacent to Gibson Mariposa Park. Staff is confident that the residents of the subdivision for which the Quimby fees were imposed will use the proposed facilities at Gibson Mariposa Park because the proposed improvements to Gibson Mariposa Park will include the City's first ever Skate Park. Through the construction of a local skate park, the expectation is El Monte's youth and families will utilize the space in maintaining a healthy, active lifestyle. The City recognizes that public skate parks become community spaces where skateboarders learn vital social and life skills, stay healthy and form a unique bond that transcends age, race and socio-economic background.
A Public Notice related to this item was published in the San Gabriel Valley Tribune on January 13, 2020 (Attachment 2).

FISCAL IMPACT/FINANCING

Approval of the recommended item will not have an impact to the City's General Fund. This action would reallocate $100,000 in Quimby funds from Fletcher Park to Gibson Mariposa Park to fund the proposed Skate Park (Attachment 3). The final Skate Park design and budget will be presented to City Council at a forthcoming City Council meeting.

CONCLUSION

Staff recommends that the City Council approve the proposed Resolution to authorize the reallocation of Quimby Funds in the amount of $100,000 for Skate Park amenities at Fletcher Park to Gibson Mariposa Park to fund the new Skate Park.

Respectfully submitted,

ALMA K. MARTINEZ
City Manager

Alexandra Marroquin

ALEXANDRA MARROQUIN
Parks, Recreation and Community Services Director

Attachments:
Attachment 1 - Proposed City Council Resolution
Attachment 2 - Notice of Public Hearing
Attachment 3 - Proposed Skate Park Design

DATE: JANUARY 28, 2020
PRESENTED TO EL MONTE CITY COUNCIL
☐ APPROVED ☐ DENIED ☐ PULLED ☐ RECEIVE AND FILE ☐ CONTINUED
☐ REFERRED TO
CHIEF DEPUTY CITY CLERK

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL MONTE, CALIFORNIA AUTHORIZING THE EXPENDITURE OF QUIMBY IN LIEU FEES FOR THE IMPROVEMENT AND REHABILITATION OF PUBLIC PARK FACILITIES AT GIBSON MARIPOSA PARK PURSUANT TO GOVERNMENT CODE SECTION 66477(A)(3)(B)

WHEREAS, under the Quimby Act (Gov. Code, § 66477 et seq.), state law authorizes local agencies to require subdividers to dedicate land or pay "in lieu" fees ("Quimby fees") for park and recreational purposes as a condition to subdivision map approval; and

WHEREAS, the City of El Monte (the "City") imposes such requirements pursuant to Ordinance Nos. 2277, 2553, and 2663 and Section 16.34.030 (Parkland Dedication) of Chapter 16.34 (Dedications, Reservations and Fees) of Division 4 (Dedications and Fees) of Title 16 (Subdivisions) of the El Monte Municipal Code; and

WHEREAS, the Quimby Act generally requires that Quimby fees collected by the City must be committed within five (5) years after payment of the fees or the issuance of building permits on one-half (1/2) of the lots created, whichever occurs later (Gov. Code, § 66477 subd. (a)(6)(A)(i)); and

WHEREAS, the Quimby Act also generally limits the expenditure of Quimby fees to develop new, or rehabilitate existing, park or recreational facilities to serve the specific subdivision for which such fees were collected (Gov. Code, § 66477 subd. (a)(3)(A)); and

WHEREAS, notwithstanding the general rule limiting the expenditure of Quimby fees as set forth in the previous recital, the Quimby Act authorizes the expenditure of Quimby fees in neighborhoods other than the specific subdivision for which such fees were collected if certain statutory requirements are met (Gov. Code, § 66477 subd. (a)(3)(8)); and

WHEREAS, the City seeks to memorialize its fulfillment of such statutory requirements to authorize the expenditure of Quimby fees for the improvement and rehabilitation of existing park and recreational facilities located at Gibson Mariposa Park, located at 4140 Gibson Road in the City; and

WHEREAS, a notice of public hearing regarding consideration of this Resolution was published in a newspaper of general circulation on January 13, 2020.

BASED UPON THE ABOVE RECITALS, THE CITY COUNCIL OF THE CITY OF EL MONTE, CALIFORNIA, DOES HEREBY FIND, DETERMINE AND RESOLVE AS FOLLOWS:

SECTION 1. The facts set forth in the recitals above are true and correct and are incorporated herein by this reference.

SECTION 2. Approval of Quimby Fees Expenditure for Gibson Mariposa Park. The City Council hereby approves the expenditures of Quimby fees in the amount of $100,000 to be used for the improvement and rehabilitation of existing park and recreational facilities located at Gibson Mariposa Park. The scope of work describing such improvement and rehabilitation is set forth in Exhibit "A" to this Resolution.

SECTION 3. Government Code Section 66477(a)(3}(8) Findings. The City Council's approval set forth in Section 2, above, is authorized pursuant to the following in accordance with state law:

A. The neighborhood in which Gibson Mariposa Park is located has fewer than three (3) acres of park area per 1,000 members of the neighborhood population. The City currently has 51 acres of parkland; which equates to 0.41 acres per 1,000 residents. This would qualify as a "park poor" city. In May 2016, the County of Los Angeles conducted and published its "LOS ANGELES COUNTYWIDE COMPREHENSIVE PARKS & RECREATION NEEDS ASSESSMENT" which listed the City in the park need category of "very high" as compared to 188 cities and areas within the County (page 3-71).

B. There is no neighborhood in the City in which there are at least three (3) acres of park area per 1,000 members of a neighborhood population. Given such lack of park area, the City seeks to utilize available Quimby fees to build a skate park area at Gibson Mariposa Park to augment the park experience for residents Citywide.

C. The City Council's approval was approved at a duly noticed public hearing.

D. The City Council finds that it is reasonably foreseeable that the residents of the subdivision for which the Quimby fees were imposed will use the proposed facilities at Gibson Mariposa Park because the proposed improvements to Gibson Mariposa Park will include the City's first ever Skate Park. Through the construction of a local skate park, the expectation is El Monte's youth and families will utilize the space in maintaining a healthy, active lifestyle. The City recognizes that public skate parks become community spaces where

skateboarders learn vital social and life skills, stay healthy and form a unique bond that transcends age, race and socio-economic background.

E. The use of the Quimby fees as proposed in this Resolution is consistent with Ordinances Nos. 2277, 2553, and 2663, El Monte Municipal Code Section 16.34.030 (Parkland Dedication), and the Parks and Recreation Element of the General Plan.

SECTION 4. CEQA/Environmental. The actions contemplated in this Resolution are exempt from CEQA pursuant to Sections 15301/Class 1 (Existing Facilities) of the Guidelines for the California Environmental Quality Act ("CEQA"), which exempts, from the provisions of CEQA, projects consisting of the operation, repair, maintenance, permitting, leasing or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination. The improvement and rehabilitation would occur on existing City park facilities related to existing park uses.

SECTION 5. This Resolution shall take effect immediately upon its adoption by the City Council and the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

PASSED, APPROVED AND ADOPTED by the City Council of the City of El Monte at the regular meeting of this 28th day of January, 2020.

_____
Andre Quintero, Mayor
City of El Monte

ATTEST:

_____
Catherine A. Eredia, City Clerk
City of El Monte

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF EL MONTE)

I, Catherine Eredia, City Clerk of the City of El Monte, hereby certify that the foregoing Resolution No. 9946 was passed and adopted by the City Council of the City of El Monte, signed by the Mayor, and attested by the City Clerk at a regular meeting of said Council held on the 28 day of January, 2020 and that said Resolution was adopted by the following vote, to-wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

_____

Catherine A. Eredia, City Clerk
City of El Monte

Attachment 3

CITY OF EL MONTE CITY COUNCIL
NOTICE OF PUBLIC HEARING

Hablamos Español favor de hablar con
Amy Talamontes (626) 580-2261

TO: All Interested Parties

FROM: City Manager's Department

TO BE CONSIDERED: The City Council will conduct a public hearing to consider a Resolution authorizing the reallocation of Quimby in lieu fees for the improvement and rehabilitation of public park facilities at Fletcher Park to Gibson Mariposa Park pursuant to Government Code Section 66477 (a)(3)(B).

ENVIRONMENTAL DOCUMENTATION: The actions contemplated in the proposed Resolution are exempt from CEQA pursuant to Sections 15301/Class 1 (Existing Facilities) of the Guidelines for the California Environmental Quality Act ("CEQA"), which exempts, from the provisions of CEQA, projects consisting of the operation, repair, maintenance, permitting, leasing or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination. The rehabilitation and improvement would occur on existing City park facilities related to existing park uses.

PLACE OF PUBLIC HEARING: The City Council will hold a public hearing to receive testimony, orally and in writing, on the proposed Resolution. The public hearing is scheduled for:

Date: Tuesday, January 28, 2020
Time: 7:00 p.m.
Place: El Monte City Hall – Council Chambers
11333 Valley Boulevard, El Monte, California

Persons wishing to comment on the proposed Resolution may do so orally or in writing at the public hearing or in writing prior to the meeting date. Written comments submitted prior to the meeting date must be sent to Alexandra Marroquin, Director of Parks, Recreation and Community Services: El Monte Aquatic Center; 11001 Mildred Street; El Monte, CA 91731 or at amarroquin@elmonteca.gov. If you challenge the decision of the City Council, in court, you may be limited to raising only those raised at the public hearing described in this notice, or in written correspondence delivered to the City Council at, or prior to, the public hearing. For further information regarding this proposed project please contact Director Alexandra Marroquin; at (626) 580-2205; or atalamontes@elmonteca.gov. Monday through Thursday, except legal holidays, between the hours of 8:00 a.m. and 5:30 p.m.

Published on: [January 13, 2020]

City of El Monte
Catherine A. Eredia, City Clerk

Exhibit A

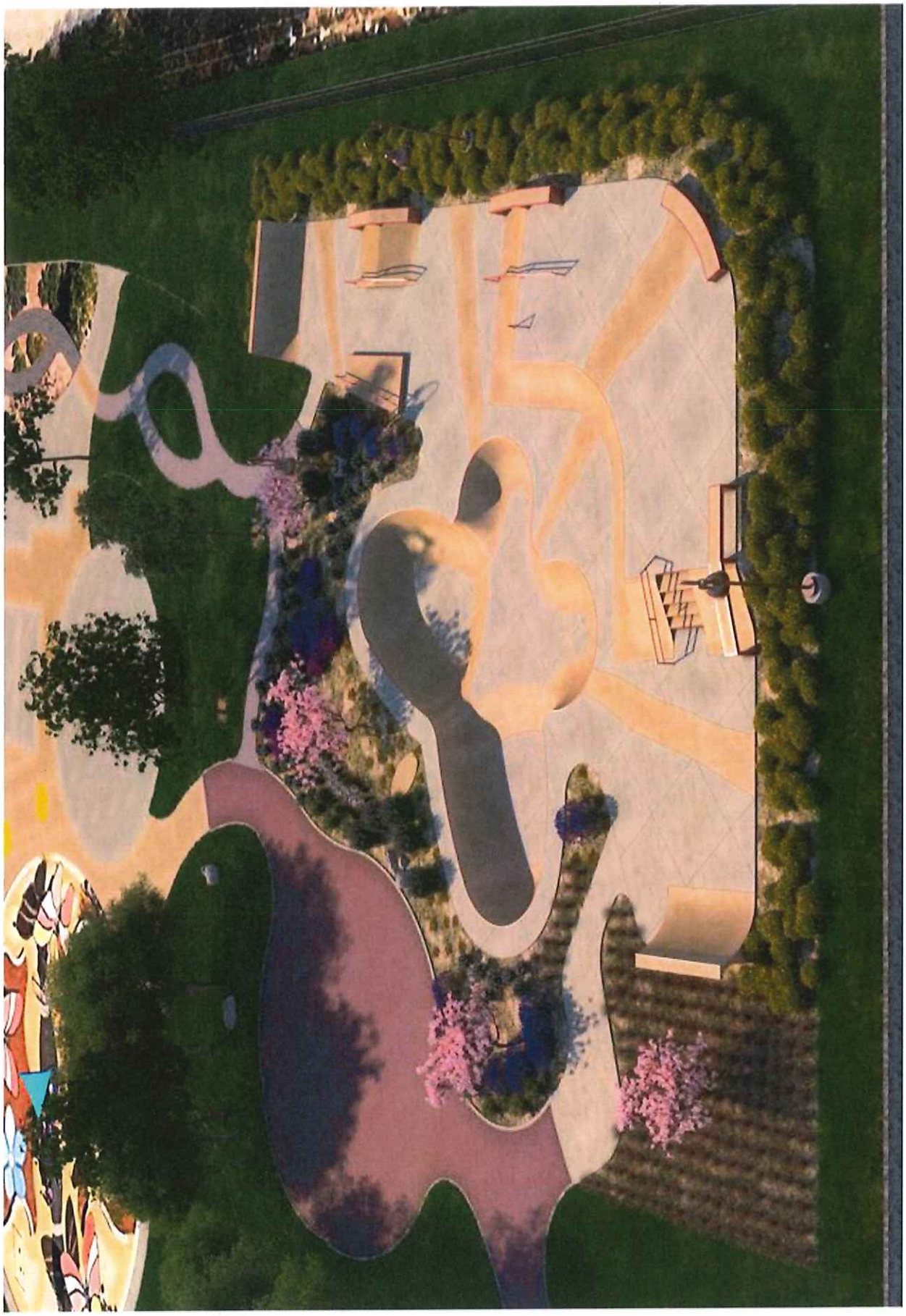
GIBSON MARIPOSA PARK IMPROVEMENT PROJECT
SCOPE AND BUDGET ESTIMATE

Project Activity	Proposed Project Budget
Project includes Skate Park conceptual plan, outreach, plan design, 7,000 sq. ft. skate park construction with art sculpture amenities, butterfly bowl, landscaping, security cameras and other park enhancements.	$479,250
Contingency (10%)	$ 47,925
TOTAL PROJECT BUDGET	**$ 527,175**

Funding Category	Proposed Budget
Quimby Funds (Pending CC approval at 1/28/2020 meeting)	$ 100,000
Art in Public Places (Request Funds at 2/20 CC Meeting)	$ 400,000
Tony Hawk Foundation (submitted application 12/19)	$ 25,000
TOTAL FUNDING BUDGET	**$ 525,000**

Attachment 3

GIBSON MARIPOSA SKATEPARK
CONCEPT DESIGN 12.5.19



CITY OF EL MONTE

FINANCE DEPARTMENT
CITY COUNCIL AGENDA REPORT

CITY COUNCIL MEETING OF JANUARY 28, 2020

January 15, 2020

The Honorable Mayor and City Council
City of El Monte
11333 Valley Boulevard
El Monte, CA 91731

Dear Mayor and City Council:

RECEIVE AND FILE THE COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) OF THE CITY OF EL MONTE FOR THE YEAR ENDED JUNE 30, 2019

IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Receive and file the Comprehensive Annual Financial Report (CAFR) of the City of El Monte for the year ended June 30, 2019.

COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR)

The CAFR (Attachment 1) is comprised of three major sections: the introductory section, the financial section, and the statistical section.

The introductory section includes the letter of transmittal; a list of the City's elected officials and management; the City-wide organizational chart; and the certificate of achievement for excellence in financial reporting from the Government Finance Officers Association (GFOA) for the prior fiscal year.

The financial section includes the independent auditors report; the management's discussion and analysis (MD&A); the basic financial statements; required supplementary information; combining and individual nonmajor fund statements; budgetary comparison schedules and internal service funds combining financial statements. The basic financial statements are comprised of government-wide financial statements; governmental funds financial statements; proprietary funds financial statements; fiduciary funds financial statements and notes to financial statements.

The statistical section provides financial trend information based on the information presented in this and prior years' annual reports, revenue and debt information, demographic and economic information, and information about the City's operations.

The financial statements were audited by the independent public accounting firm Vasquez & Company, LLP.

The auditor's responsibility is to express opinions on the financial statements based on the audit conducted in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that the auditors plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Vasquez & Company, LLP has issued an unmodified or "clean" opinion on the City's basic financial statements. The opinion states that the financial statements present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of El Monte, California, as of June 30, 2019, and the respective changes in financial position, and where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America. The auditor's opinions are shown in page 2 of the attached CAFR .

FACTS AND PROVISION/ LEGAL REQUIREMENTS

This financial report is designed to provide our citizens, taxpayers, customers, investors and creditors with a general overview of the City of El Monte's finances and to show the City's accountability for the money it receives.

The City reports its financial statements using the Governmental Accounting Standards Board Statement No. 34 (GASB 34). The intent of GASB 34 is to move government accounting and reporting closer to that of the private sector and to present such information in a format which readers can more easily assess the financial health of the City.

The Finance Department has submitted this CAFR to GFOA for its distinguished award program for financial reporting. We believe this CAFR qualifies for the Certificate of Achievement for Excellence in Financial Reporting which will represent the 7th consecutive year the City has received this award.

CONCLUSION

It is recommended that the City Council receive and file the Comprehensive Annual Financial Report (CAFR) for the year ended June 30, 2019.

Respectfully submitted,

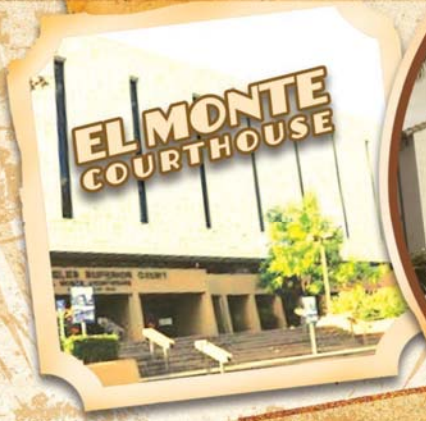
ALMA K. MARTINEZ
City Manager

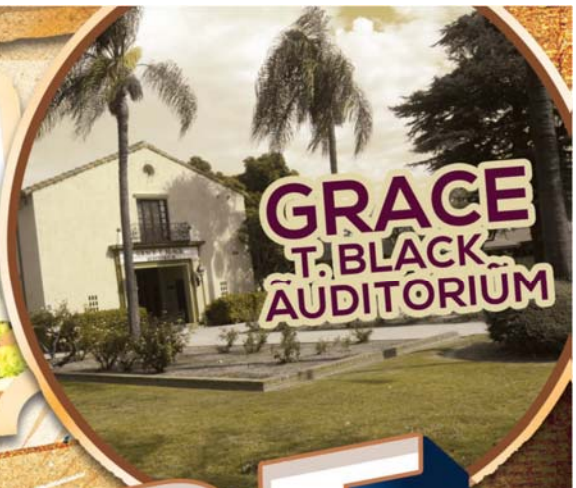
BRUCE FOLTZ
Finance Director

Attachment

1. Comprehensive Annual Financial Report

DATE: January 28, 2020
PRESENTED TO EL MONTE CITY COUNCIL
☐ APPROVED ☐ DENIED ☐ PULLED ☐ RECEIVED AND FILE ☐ CONTINUED
☐ REFERRED TO
CHIEF DEPUTY CITY CLERK

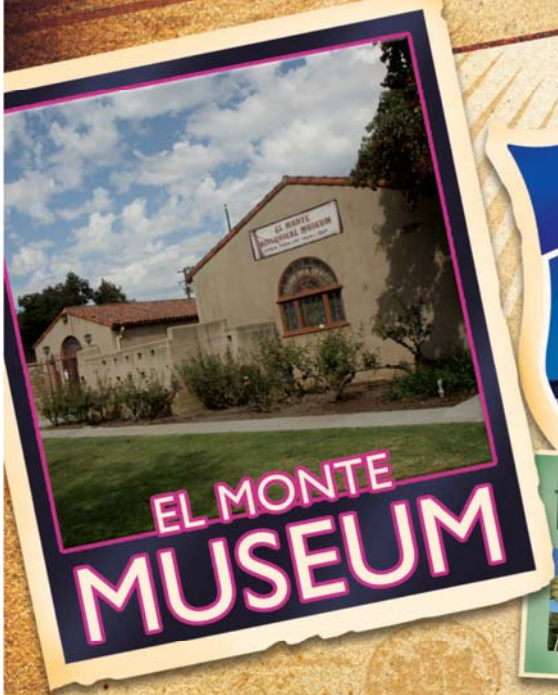


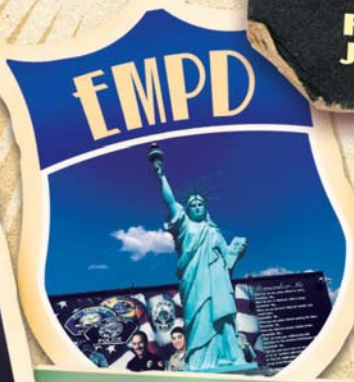


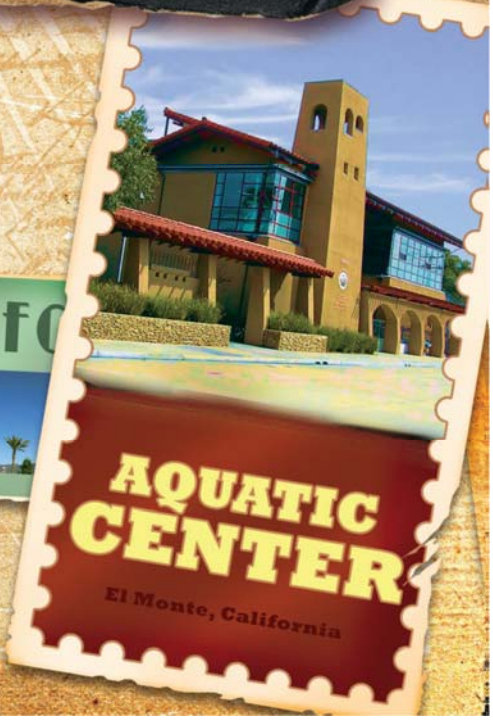
EXPLORE El Monte

2018-2019 COMPREHENSIVE ANNUAL FINANCIAL REPORT

FOR THE YEAR ENDED
JUNE 30, 2019







FOR MORE INFORMATION VISIT
WWW.ELMONTECA.GOV

Comprehensive Annual Financial Report
City of El Monte, California
Year ended June 30, 2019
With Report of Independent Auditors

Prepared by: Finance Department

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11333 Valley Boulevard
El Monte, CA 91731
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elmonteca.gov

December 23, 2019

Honorable Mayor and
Members of the City Council
City of El Monte
11333 Valley Boulevard
El Monte, CA 91731

It is with pleasure that we submit to you a Comprehensive Annual Financial Report (CAFR) of the City of El Monte for the year ended June 30, 2019. This report is prepared in accordance with Generally Accepted Accounting Principles (GAAP) as set forth by the Governmental Accounting Standards Board (GASB). Responsibility for both the accuracy of the presented data and the completeness and fairness of the presentation rests with the City. These financial statements have been designed and presented in a manner that enhances your understanding of the City's financial position and activities.

Responsibility for both the accuracy of the data, and the completeness and fairness of the presentation, including all disclosures, rests with management. Management of the City is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the City are protected from loss, theft or misuse, and to ensure that adequate accounting data is 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, but not absolute, 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. All disclosures necessary to enable the reader to gain an understanding of the City's financial activities have been included.

The City of El Monte's financial statements have been audited by the independent certified public accounting firm of Vasquez & Company LLP. The goal of the independent audit was to provide reasonable assurance that the financial statements of the City of El Monte for the fiscal year ended June 30, 2019 are free of material misstatements. The audit involved examining, on a test basis, the evidence supporting the amounts and disclosures in the financial statements; assessing the accounting principles used and estimates made by management; and evaluating the overall presentation of financial statements. The independent auditors concluded, based upon the audit, that there was a reasonable basis for rendering an unmodified opinion that the City of El Monte’s financial statements for the fiscal year ended June 30, 2019 are fairly presented in conformity with GAAP.

This report was prepared using Governmental Accounting Standards Board Statement No. 34 (GASB 34). The intent of GASB 34 is to present government accounting and financial reporting in a manner closer to the private sector. GASB requires that management provide a narrative and summary of significant financial results, which is presented in the form of the Management's Discussion and Analysis (MD&A) section. This letter of transmittal is designed to complement the MD&A and should be read in conjunction with it.

This financial report is designed to provide our citizens, taxpayers, customers, investors and creditors with a general overview of the City of El Monte's finances and to show the City's accountability for the money it receives. It is our opinion that the data, as presented, is accurate in all material respects; that it is presented in a manner designed to fairly set forth the financial position and results of operations of the City as measured by the financial activity of its various funds; and that all disclosures necessary to enable the reader to gain understanding of the City's financial affairs have been included.

Profile of the City

The City of El Monte was incorporated on November 18, 1912 as a general law city and operates under a Council/City Manager form of government. It is governed by an elected five-member council. The City Council is responsible, among other things, for passing ordinances, adopting the budget, appointing committee members and hiring the City Manager and City Attorney. The City Manager is responsible for carrying out the policies and ordinances of the City Council, for overseeing the day to day operations of the City and for appointing the heads of the various departments.

The City provides a full range of public services including police, community development, parks and recreation, sewer and sanitation services and the construction and maintenance of public streets and roads. The City also contracts for fire services through Los Angeles County. Water services are provided by the El Monte Water Authority, which functions as a department of the City of El Monte. There are other governmental agencies which are included as component units within the City's Comprehensive Annual Financial Report. For more information on these entities please refer to Note 1 of the financial statements.

Budgetary Process and Administration - General Fund

The fiscal year of the City begins on the first day of July of each year and ends on the thirtieth day of June the following year. On or before the fifteenth of June of each year, the City Manager submits to the City Council a proposed budget for the next ensuing fiscal year based on a detailed financial plan prepared by the heads of the various offices, agencies and departments of the City and its component units. Upon receipt of the proposed budget, the Council may make modifications with the affirmative vote of at least a majority of its members. Before adoption of the budget, the Council holds a public hearing wherein the public is given an opportunity to be heard, after which the Council may make any revisions deemed advisable. On or before July 1 annually, the City Council adopts the budget as amended through a budget resolution passed by the affirmative vote of at least a majority of its members. Upon final adoption, the budget is in effect for the ensuing fiscal year and becomes the authority for the various offices, agencies, and departments to expend subject to controls established by the City's Policy. At any meeting after the adoption of the budget, the City Council may amend or supplement the budget by affirmative vote of the majority of the Council members so as to authorize the transfer of unused balances appropriated for one purpose to another purpose, or to appropriate available revenue not included in the budget. The level of budgetary control (that is, the level at which expenditures cannot legally exceed the appropriated amount) is established at the department level, subject to the authority granted to the City Manager to transfer appropriations from account to account

as necessary to assure adequate and proper standards of service and to achieve the intent of the City Council in providing municipal services for the fiscal year.

Factors Affecting Financial Condition

The information in the financial statements is best understood when considered from the broader perspective of the specific environment in which the City operates.

The City of El Monte is located in the eastern portion of Los Angeles County, in the San Gabriel Valley approximately 12 miles east of downtown Los Angeles. The City covers approximately 9.67 square miles and has an estimated 2019 population of approximately 117,204. The City has a rich history, from its original settlement in 1850 and its incorporation in 1912 to its current status as headquarters for a number of companies.

The City of El Monte known for its many auto dealerships is also home to manufacturing, construction and transportation industries. Over the past five years, the City has seen some recovery from the recession of the late 2000s and residents have seen a rise in the per Capita personal Income and a decrease in unemployment rates.

Long Term Financial Planning

The City, through its Community and Economic Development Department, continues to implement the initiatives of the Vision El Monte General Plan, which calls for targeted commercial and industrial development in key districts, mixed-use projects along designated corridors and the preservation of the residential neighborhoods. The City actively engages the business community and has provided guidance to facilitate the approval process and the construction of over a billion dollars of private and public investments. These activities have been focused in El Monte's Downtown Specific Plan, Gateway Transit District, Northwest Industrial District, Auto District and Garvey Mixed-Use Corridor.

Several projects within the Gateway Specific Plan area are quickly moving forward. The City is currently reviewing the 580,000 square foot "Vine" project. This highly anticipated project will include a Marriott Residence Inn Hotel, a 24 Hour Fitness Center, a multiplex cinema and a variety of other retail and entertainment uses. The mixed-use 25,000 square foot retail and 208 unit "Paseo at the Gateway" project is expected to be occupied in 2020 and the 212 unit "Vista at the Gateway" project is expected to begin construction in 2020. These projects will serve as a catalyst for future developments, high quality jobs and retail opportunities for residents and visitors.

Valley Mall, the heart of the City's historic downtown, has been renamed Main Street (which was its original name). A prominent building at the corner of Main Street and Tyler Avenue is currently being restored to maintain its mid-century design details. A brew pub is also set to open on Main Street in early 2020. The City of El Monte continues to be a leader in the development of affordable housing. The 55 unit "Baldwin Rose" project occupying remnant railroad land is near completion. Other recently approved affordable housing projects include a 50 unit project, where the City partnered with Domus Development and a 53 unit project, where the City partnered with the Cesar Chavez Foundation. Both projects will be within walking distance of the El Monte Bus Depot and Metrolink Station.

El Monte has seen increased interest to develop projects within its Northwest Industrial District. Major industrial projects under construction include the 1.2 million square foot “Goodman Logistics Center” along Lower Azusa Avenue and a 225,000 square foot cluster of industrial buildings along Hickson Street. Another 370,000 square foot logistics center was recently proposed on Arden Drive.

Awards and Acknowledgements

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement in Financial Reporting to the City of El Monte for its Comprehensive Annual Financial Report for the year ended June 30, 2018. This was the sixth year in a row that the City has received this prestigious award. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized comprehensive annual financial report. This report must satisfy both generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. We believe our current comprehensive annual financial report continues to meet the Certificate of Achievement Program’s requirements and we are submitting it to the GFOA to determine its eligibility for another certificate.

The preparation of this report could not have been accomplished without the dedicated efforts of the entire staff of the Finance Department of the City of El Monte. I thank the City's independent auditors, Vasquez & Company LLP, for their technical assistance. I wish to express my appreciation to the numerous City employees who assisted in gathering information for the preparation of this report. Finally, I thank the Mayor, members of the City Council, and Department Directors for their support and leadership in managing the financial matters of the City.

Respectfully submitted,

Alma K. Martinez
City Manager

CITY OF EL MONTE

ELECTED OFFICIALS

MAYOR ……	ANDRE QUINTERO
MAYOR PRO TEM ……	MARIA MORALES
COUNCILWOMAN ……...	JESSICA ANCONA
COUNCILWOMAN ……..…….	VICTORIA MARTINEZ MUELA
COUNCILMAN ……..	JERRY G. VELASCO
CITY TREASURER ……..	VIVIANA LONGORIA
CITY CLERK …….	CATHERINE EREDIA

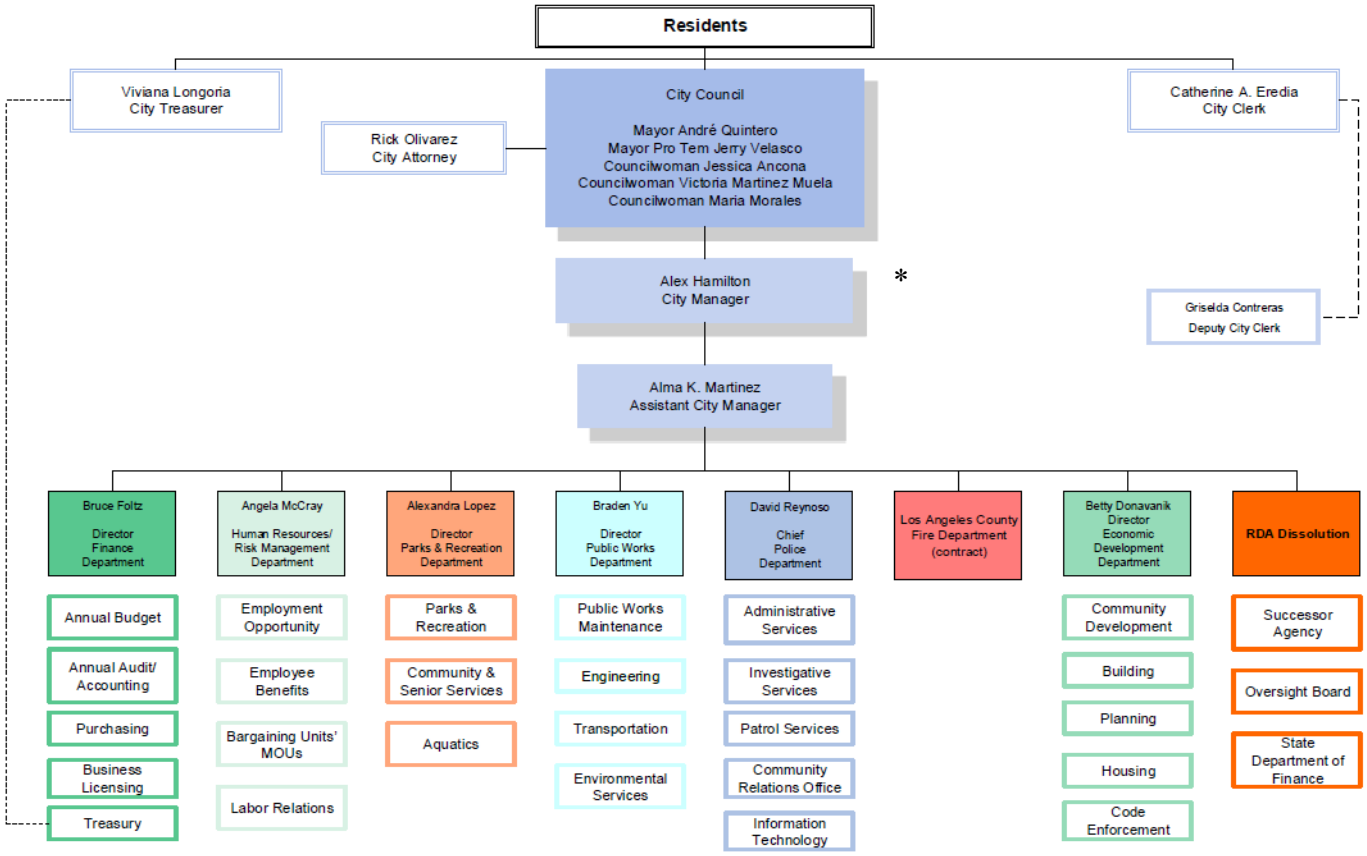
ADMINISTRATIVE STAFF

CITY MANAGER …….……	ALMA K. MARTINEZ
COMMUNITY SERVICES DIRECTOR ……	ALEXANDRA LOPEZ
ECONOMIC DEVELOPMENT DIRECTOR ……	BETTY DONAVANIK
FINANCE DIRECTOR ……	BRUCE FOLTZ
DIRECTOR OF PUBLIC WORKS ……..……..	BRADEN YU
POLICE CHIEF ……	DAVID REYNOSO
ACTING HUMAN RESOURCES DIRECTOR …….	JOHN NGUYEN
CITY ATTORNEY ……	RICARDO OLIVAREZ

CITY OF EL MONTE

ORGANIZATIONAL CHART

June 30, 2019



* Replaced by Alma K. Martinez effective August 15, 2019.

Government Finance Officers Association

Certificate of Achievement for Excellence in Financial Reporting

Presented to

City of El Monte

California

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

June 30, 2018

Christopher P. Morrill

Executive Director/CEO

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FINANCIAL SECTION

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Vasquez & Company LLP
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REPORT OF INDEPENDENT AUDITORS

The Honorable Mayor and the Members of the City Council
City of El Monte, California

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of El Monte, California (the City), as of and for the year ended June 30, 2019, and the related notes to financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of El Monte, California, as of June 30, 2019, and the respective changes in financial position, and where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis on pages 4 through 18 and Required Supplementary Information on pages 92 through 105, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of El Monte's basic financial statements. The introductory section, combining and individual nonmajor fund financial statements, budgetary comparison schedules and internal services funds combining financial statements and statistical section, are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual nonmajor fund financial statements, budgetary comparison schedules and internal service funds combining financial statements on pages 106 through 161 are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements, budgetary comparison schedules and internal service funds combining financial statements on pages 106 through 161 are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Restatement of Beginning Net Position and Fund Balances

As discussed in Note 20, the beginning fund balance of the Water Fund and Sewer Fund and the net position of the business-type and the governmental activities have been restated for the matters discussed in Note 20. Our opinion is not modified with respect to this matter.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated December 23, 2019, on our consideration of the City of El Monte's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City of El Monte's internal control over financial reporting and compliance.

Vasquez & Company LLP

Glendale, California
December 23, 2019

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This management's discussion and analysis of the City of El Monte (the "City") is designed to provide you with a narrative explanation of our financial position and results of operations over the fiscal year ended June 30, 2019. We recommend that you read this in conjunction with additional financial information that we have furnished in the financial statements that follow, our letter of transmittal and the City's annual budget in order to develop a more comprehensive perspective of the City's overall financial position.

We have organized our management's discussion and analysis in the following sections:

- Financial Highlights – a brief discussion of our current business
- Using this Annual Report – a discussion on GASB 34 and the information contained in the annual report
- Reporting the City as a Whole – a discussion on how financial information is presented in the government-wide financial statements and fund financial statements
- Results of Operations – a discussion of our current and prior period results of operations
- The City as a Whole – a discussion of our capital assets, long-term debt and governmental funds
- The City as Trustee – a discussion on our fiduciary activities
- Economic Factors and Next Year's Budgets – a discussion of our general fund budget and highlights
- Unmodified Audit Opinion – a discussion of our independent auditor's audit opinion on our financial statements

FINANCIAL HIGHLIGHTS

- The combined assets and deferred outflows of the City exceeded its liabilities and deferred inflows for fiscal year 2018-19 by $282.6 million. The City's total net position increased by $1.7 million during the fiscal year.
- During the year, the City had expenses that were $77 thousand higher than the $104.7 million in revenues and transfers in recorded by the City in its governmental activities.
- In fiscal year 2018-2019, the City's business-type activities (water and sewer) revenues exceeded related expenses and transfers out by $1.8 million. A total of $7.0 million in expenses were recorded for the Water and the Sewer Funds.

USING THIS ANNUAL REPORT

The City reports its financial statements using the Governmental Accounting Standards Board Statement No. 34 (GASB 34). The intent of GASB 34 is to move government accounting and reporting closer to that of the private sector and to present such information in a format which readers can more easily assess the financial health of the City and whether its financial position is improving or deteriorating over time.

This annual report is comprised of three major sections: the introductory section, the financial section and the statistical section. The introductory section includes the letter of transmittal, the organizational chart of the City and the list of City's elected officials and management. The financial section provides the Government-wide Financial Statements, the Fund Financial Statements and Management's Discussion and Analysis (MD&A). Additional details are described in the Notes to the Financial Statements. Finally, the statistical section provides financial trend information based on the information presented in this fiscal year and prior years' annual reports as well as demographic information about the City.

This annual financial report is designed to provide our citizens, taxpayers, customers, investors and creditors with a general overview of the City's finances and to show the City's accountability for the money it receives.

REPORTING THE CITY AS A WHOLE

This discussion is intended to provide the reader with a summary perspective of the financial operations of the City as a whole.

Government-wide Financial Statements. The *government-wide financial statements* are designed to provide readers with a broad overview of the City's finances, in a manner similar to a private-sector business.

Statement of Net Position (Balance Sheet) presents information on all of the City's assets, liabilities and deferred inflows and outflows. Deferred inflows are defined as the acquisition of net assets applicable to a future reporting period while deferred outflows are defined as the consumption of net assets applicable to a future reporting period. The difference between assets plus deferred outflows less liabilities and deferred inflows is reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

Statement of Activities (Income Statement) provides a snapshot of the City's annual operating revenues and expenses and the impact of net operating income (deficit) on the Net Position of the City. Revenues include property taxes, sales tax, franchise tax, utility users tax, transient occupancy tax, business license, state and federal grants, contributions from other agencies, interest income, and other revenues that finance the City's activities.

The Statement of Activities covers all of the current year's revenues and expenses taken into account regardless of when cash is received or paid.

We separate the City's activities into two main activities: Governmental Activities and Business-type Activities

Governmental Activities – The majority of the City's primary functions are reported in this category, including: general government (city manager, city clerk, finance, etc.), parks, recreation and cultural, economic development, public works and public safety. The financial activities of the special revenue funds and grant programs are also incorporated into this category.

Business-type Activities – These represent the City's two enterprise funds: the Water Fund and the Sewer Fund. The City charges a fee to customers to cover all or most of the cost of certain services it provides.

Following these Government-wide Financial Statements, we provide the Fund Financial Statements that summarize the financial activity of the City's major funds categories.

Fund Financial Statements. A fund is a separate account or grouping of related accounts, which is used to maintain control and oversight over resources that have been segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements established by State law, bond covenants or grant/funding guidelines.

All of the City's funds can be divided into three categories: governmental funds, proprietary funds and fiduciary funds, which are grouped into the following major funds:

Governmental Funds

- General Fund
- Retirement Fund
- Housing and Community Development Fund
- Housing Assets
- Nonmajor Governmental Funds

Proprietary Funds

- Water Fund
- Sewer Fund
- Internal Service Funds

Fiduciary Funds

- Service Employees International Union (SEIU) Retiree Insurance Fund
- Successor Agency to the Dissolved Redevelopment Agency

Governmental Funds. The majority of the City's basic services are reported in Governmental Funds. Therefore, they are essentially the same functions reported as governmental activities in the government-wide financial statements. Governmental fund financial statements provide a more detailed view of the City's general government operations and the basic services it provides. They have a near-term focus: they report how money flows in and out of each fund and the balance of spendable resources left at the end of each fiscal year.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the City's near-term financial decisions.

Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate this comparison between ***governmental funds*** and ***governmental activities***.

Proprietary Funds. Proprietary Funds are funds that charge customers for the services that they provide. These include the City's business-type activities: Water and the Sewer Fund, plus the City's Internal Service Funds (i.e., Self-Insurance Funds for General Liability and Worker's Compensation Costs). Proprietary Funds are reported on the accrual basis of accounting.

Fiduciary Funds. Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are *not* reflected in the government-wide financial statements because the resources of those funds are *not* available to support the City's own programs. The City maintains separate funds to report the activities of the Successor Agency to the Dissolved Redevelopment Agency, and to pay a subsidy for retiree medical insurance cost for members of the SEIU. These assets do not belong to the City. The accounting used for fiduciary funds is much like that used for proprietary funds.

Notes to the Basic Financial Statements. The notes to the basic financial statements provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

RESULTS OF OPERATIONS

Statement of Net Position (Balance Sheet) **-** As noted earlier, net position may serve over time as a useful indicator of a government's financial position. When compared to the prior fiscal year's combined statement of net position, the City's, net position increased by $1.7 million from $280.9 million to $282.6 million. This $1.7 million increase in financial position was primarily a result of higher revenues reported than expenditures during the year.

The largest portion of the City's net position at June 30, 2019 ($428.1 million or 151.46% of the total net position) reflects its investment in capital assets (e.g., land, infrastructure, buildings, machinery and equipment) less any related outstanding debt used to acquire those assets. The City uses these capital assets to provide services to citizens. These assets are not available for future spending.

	Net Position (In thousands)					
	Governmental Activities		Business-type Activities		Total	
	2019	2018 (Restated) (Note 20)	2019	2018 (Restated) (Note 20)	2019	2018
ASSETS						
Cash and other assets	$ 124,384	$ 124,773	$ 20,996	$ 11,461	$ 145,380	$ 136,234
Capital assets net of accumulated depreciation	444,980	447,122	37,984	38,828	482,964	485,950
Total assets	569,364	571,895	58,980 *	50,289	628,344	622,184
DEFERRED OUTFLOWS OF RESOURCES						
Unamortized difference on defeasance of debt	-	-	523	554	523	554
Deferred outflows related to pensions	26,922	39,746	640	1,026	27,562	40,772
Deferred outflows related to OPEB	2,828	1,974	149	104	2,977	2,078
Total deferred outflows of resources	29,750	41,720	1,312	1,684	31,062	43,404
LIABILITIES						
Current and other liabilities	31,316	29,632	2,013	1,757	33,329	31,389
Long-term liabilities	264,833	293,382	47,760	42,045	312,593	335,427
Total liabilities	296,149	323,014	49,773 *	43,802	345,922	366,816
DEFERRED INFLOWS OF RESOURCES						
Unamortized difference on defeasance of debt	-	-	61	-	61	-
Deferred inflows related to pensions	10,402	6,188	178	96	10,580	6,284
Deferred inflows related to OPEB	19,205	10,979	1,011	578	20,216	11,557
Total deferred inflows of resources	29,607	17,167	1,250	674	30,857	17,841
NET POSITION						
Net investment in capital assets	429,478	429,836	(1,416)	6,005	428,062	435,841
Restricted	57,053	55,253	7,255	403	64,308	55,656
Unrestricted	(213,173)	(211,655)	3,430	1,089	(209,743)	(210,566)
Total net position	$ 273,358	$ 273,434	$ 9,269	$ 7,497	$ 282,627	$ 280,931

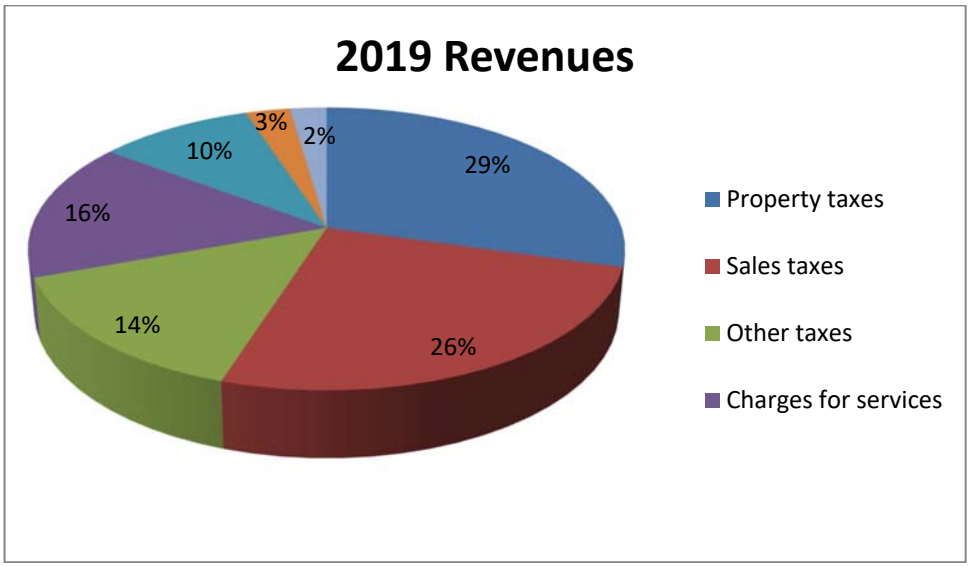
* Total amounts do not agree to amounts in the Statement of Net Position because of elimination of internal balances between businesss- type and governmental activities.

Statement of Activities (Statement of Revenues, Expenses/Expenditures and Changes in Net Assets/Fund Balances) - A review of operating income can provide a telling picture of the City's overall financial health. Overall, the City generated $1.7 million more in revenues than expenses for the fiscal year 2019 which is a $10.1 million increase from the ($8.4) million change in net position in fiscal year 2018, as illustrated in Table 2 below.

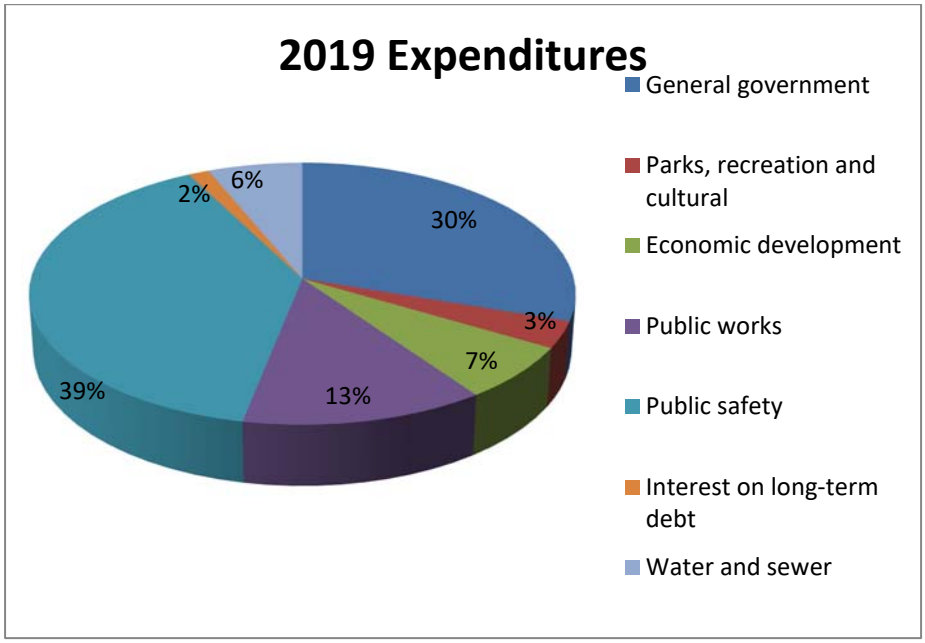
	Changes in Net Position (In thousands)					
	Governmental Activities		Business-type Activities		Total	
	2019	2018 (Restated) (Note 20)	2019	2018 (Restated) (Note 20)	2019	2018
Program revenues						
Charges for services	$ 9,432	$ 7,886	$ 8,472	$ 7,916	$ 17,904	$ 15,802
Operating grants and contributions	8,696	9,635	-	-	8,696	9,635
Capital grants and contributions	2,242	2,259	-	-	2,242	2,259
General revenues						
Taxes						
Property taxes	33,378	30,744	-	-	33,378	30,744
Sales taxes	28,987	26,818	-	-	28,987	26,818
Franchise taxes	3,556	3,771	-	-	3,556	3,771
Other taxes	12,818	11,611	-	-	12,818	11,611
Motor vehicle in-lieu taxes	56	60	-	-	56	60
Use of money and property	2,257	1,682	394	143	2,651	1,825
Sale of property	1,240	1,203	-	-	1,240	1,203
Other revenue	1,367	2,182	-	-	1,367	2,182
Net change in fair value of investments	501	(151)	-	-	501	(151)
Total	104,530	97,700	8,866	8,059	113,396	105,759
Expenses						
Governmental activities						
General government	33,668	33,050	-	-	33,668	33,050
Parks, recreation and cultural	3,685	4,840	-	-	3,685	4,840
Economic development	7,498	3,526	-	-	7,498	3,526
Public works	14,498	22,457	-	-	14,498	22,457
Public safety	43,827	41,819	-	-	43,827	41,819
Interest on long-term debt	1,530	1,840	-	-	1,530	1,840
Water and sewer	-	-	6,994	6,584	6,994	6,584
Total	104,706	107,532	6,994	6,584	111,700	114,116
Change in net position before transfers	(176)	(9,832)	1,872	1,475	1,696	(8,357)
Transfers in/(out)	100	100	(100)	(100)	-	-
Change in net position	(76)	(9,732)	1,772	1,375	1,696	(8,357)
Net position, beginning, as restated	273,434	283,166	7,497	6,122	280,931	289,288
Net position, ending	$ 273,358	$ 273,434	$ 9,269	$ 7,497	$ 282,627	$ 280,931

The revenues and expenditures are presented graphically on the following page.

A separate review of the change in net assets in the governmental and business-type activities showed the following: the business-type activities generated a net operating surplus of $1.7 million while the governmental activities had a combined $76 thousand operating deficit. Total revenues increased by $7.6 million mainly due to higher property tax, sales tax, and charges for services resulted from the new construction and developments within the City.



Expenditures increased for general government, economic development, and public safety, which resulted from the city-wide overtime costs, development costs and Police overtime costs, respectively. Expenditures decreased for parks, recreation and cultural and public works mainly due to delay in project completion. The City reported a total of $2.4 million decrease in total expenditures compared to the prior year.



Over time, increases or decreases in the City's net position are an indication of whether its financial health is improving or deteriorating. One still needs to consider other non-financial factors, such as changes in the economy or external factors that will cause a decrease in consumer spending. From the picture presented in these two summary tables, it appears that the City's financial position is stable and growing.

THE CITY AS A WHOLE

Capital Assets

The City's investment in capital assets for its governmental and business-type activities as of June 30, 2019, amounts to $483.0 million (net of $152.2 million accumulated depreciation). This investment in capital assets includes land, rights-of-way, construction-in-progress, water rights, land improvements, structures and improvements, machinery and equipment, and infrastructure. The net decrease in the City's net investment in capital assets for the current fiscal year was $3.0 million.

	Capital Assets (net of Depreciation, In Thousands)					
	Governmental Activities		Business-type Activities		Total	
	2019	2018 (Restated)	2019	2018 (Restated)	2019	2018 (Restated)
Land	$ 74,443	$ 74,443	$ 311	$ 311	$ 74,754	$ 74,754
Rights-of-way	266,801	266,801	-	-	266,801	266,801
Construction-in-progress	3,144	3,788	1,474	777	4,618	4,565
Water rights	-	-	20,492	21,175	20,492	21,175
Land improvements	5,166	5,514	485	528	5,651	6,042
Structures and improvements	23,800	24,937	488	502	24,288	25,439
Machinery and equipment	6,209	6,463	2,105	2,361	8,314	8,824
Infrastructure	65,417	65,176	12,629	13,174	78,046	78,350
Totals	$ 444,980	$ 447,122	$ 37,984	$ 38,828	$ 482,964	$ 485,950

Major capital asset events during the current fiscal year included the following:

- The following capital improvement projects contributed significantly to the increase in capital assets.
  - Water Fund: $107 thousand for Water Main Replacement and $103 thousand for Water Geographic Information System (GIS)
  - Sewer Fund: $206 thousand for Sewer Master Plan and $281 thousand for Sewer Replacement for Nevada Ave and Bodger Street
  - Governmental Funds: $268 thousand for Ramona Blvd. Street Resurfacing Project, $1.4 million for Safe Routes to School Improvements: Pedestrian Improvements near four school campuses, and $147 thousand for Downtown Public Parking Improvement
- The closing of capital improvement projects resulted in a higher depreciation expense.

Additional information on the City's capital assets can be found in the Note 6 in the notes to the basic financial statements.

Long-term Debt

At year-end, the City's total long-term debt decreased by $22.3 million. The decrease was mainly due to a combination of the following:

- $18.5 million net decrease in the net pension liability
- $9.9 million net decrease in the net OPEB liability
- $406 thousand in payments on notes payable
- $296 thousand net increase in claims and judgments and compensated absence liabilities
- $6.3 million net increase in bonded indebtedness

A summary of the City's long- term debt follows:

	Long-Term Debt and Liabilities (In Thousands)					
	Governmental Activities		Business-Type Activities		Total	
	2019	2018 (Restated)	2019	2018 (Restated)	2019	2018
Lease revenue bonds	$ 16,545	$ 16,960	$ -	$ -	$ 16,545	$ 16,960
Certificates of Participation	-	470	-	-	-	470
Notes and loans payable	1,543	1,949	-	-	1,543	1,949
Revenue bonds	-	-	18,880	14,140	18,880	14,140
Capital lease payable	-	-	17,977	17,977	17,977	17,977
Net OPEB liability	95,971	105,421	5,051	5,548	101,022	110,969
Net pension liability	134,715	152,212	3,560	4,578	138,275	156,790
Compensated absences	7,012	6,655	325	351	7,337	7,006
Claims and judgments	15,480	15,515	-	-	15,480	15,515
Unamortized bond premium and discoount	(334)	(329)	2,543	83	2,209	(246)
Totals	$ 270,932	$ 298,853	$ 48,336	$ 42,677	$ 319,268	$ 341,530

The capital lease payable of the business-type activities are offset against the capital lease receivable of the governmental activities in the government-wide statement of net position.

Bonded Indebtedness - The $6.3 million net increase in bonded indebtedness was due to a combination of regular annual debt retirements and issuance of bonds. In August 2018, the 2006 Water Revenue Refunding Bond was refunded through the issuance of $18.9 million Revenue Bonds Series 2018A. The 2006 Refunding Revenue Bonds, with outstanding balance of $14.8 million were considered defeased.

At June 30, 2019, three bond issues comprise the City 's long-term debt: the 2010 Lease Revenue Bonds (Recovery Zone Economic Development Bonds (Series A) and Build America bonds (Series B), the Revenue Bonds Series 2018A and the 2013 Certificates of Participation.

Net Pension Liability - The City's pension plans include California Public Employees' Retirement System (CalPERS) plan and Public Agency Retirement Services (PARS) Retirement Enhancement plan. The net pension liability decreased by $18.5 million mainly due to the contributions, changes in assumptions, and investment income. Refer to Note 11 for the Changes in the Net Pension Liability for PERS and PARS.

As is true for many cities, pension is a significant liability. With rising pension costs, the City is actively assessing strategies to address this challenge and will work to implement more solutions in the coming years.

Other Postemployment Benefits (OPEB) - The City records its liability for Other Postemployment Benefits (OPEB) it provides to its retirees in accordance with GASB Statement 75. The net OPEB liability decreased by $9.9 million mainly due to the changes in assumption and benefit payments. Refer to Note 13 for the Change in the Net OPEB Liability.

Additional information on the City's long-term debt can be found in Note 9 in the notes to the basic financial statements.

The City was able to meet all its legal debt covenants and pay its current debt obligations in a timely manner.

The City has seen an increase in its Standard & Poors credit rating over the past five plus years from a rating of "BBB+" to a rating of "AA".

Governmental Funds

Although the City has a number of programs and funding sources, a significant amount of attention is focused on the City's General Fund. The City's General Fund pays for the majority of the City's salaries and primary services, such as administration, parks and recreation, economic development, public works, and public safety.

These basic costs and services are supplemented by various special revenue funds, which are typically State and Federal grant programs. These include: CDBG and HOME, which pay for community development and affordable housing programs; various transportation-specific funding sources, such as Proposition A and C, Measure R as well as a number of other specific programs (e.g., Senior Nutrition, Emergency Shelter Assistance and Children's Lunch Programs).

The Fund Financial Statements, which provide greater detail about these funds/programs, follow the Government-wide Financial Statements in the annual report. The following section summarizes the financial activity reported in the Governmental Funds.

The focus of the City's *governmental funds* is to provide information on near-term inflows, outflows and balances of *spendable* resources. Such information may be useful in assessing the City's financing requirements. In particular, *unassigned fund balance* may serve as a useful measure of the City's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, the City's governmental funds reported combined ending fund balances of $96.3 million. The City's governmental funds report a deficit balance of ($1.7) million in its *unassigned fund balance*. The remainder of the fund balance is restricted to indicate that it is not available for new spending because it has already been allocated for special projects, capital projects or debt service or classified as non-spendable as it represents assets that are long-term in nature or otherwise do not represent available spendable resources. Fund balances increased due to operations during the fiscal year as previously described in the *Results of Operations* Section.

The General Fund is the chief operating fund of the City. At the end of the current fiscal year, the General Fund's total fund balance was $40.0 million. The fund balance of the General Fund decreased as a result of operations as the City's expenditures exceeded its revenues. Much of this decrease was due to overtime costs. Fund balances in the Retirement Fund continue to decrease as the City's special levy generates less revenue than the cost of funding the city's pension obligation. The City is exploring methods to mitigate such decreases in future years. Housing and Community Development Fund balance decreases represent expenditures of previous year program income, while the fund balances of the Housing Assets Fund increased as the collections on notes receivable during FY2018-19 exceeded certain economic development costs.

Assigned Fund Balance - The City has a formal reserve policy which establishes a series of general fund reserves including a general fund restricted reserve (cash flow reserve) representing between 10% and 20% of the general fund budget and a reserve to set aside a portion of its Special Sales Tax (Measure EM also known as Measure GG) receipts annually. Other reserves established consist of reserves for economic uncertainty, catastrophic emergency, capital projects and to set aside amounts for the City's liabilities for compensated absences and other postemployment benefits. These assignments of fund balance total $20.0 million of the total $40.0 million of general fund balance.

Unassigned Fund Balance, Cash on Hand and Working Capital –The General Fund has no unassigned fund balance at the end of FY2018-19 as the City spent down all available fund balances and expended certain reserves. The general fund working capital balance of $22.5 million consists of $22.6 million in cash and investments plus $9.3 million in net accounts receivable and other current assets, less $9.4 million in current liabilities and deposits on hand. A true measure of General Fund's liquidity is the ending balance of cash and investments. This amount totaled $22.6 million at the end of the fiscal year as compared to $20.7 million at the end of the prior fiscal year (June 30, 2018). However, the $22.6 million only represents 117 days of general fund expenditures.

In addition to the General Fund, Governmental Activities include a number of special revenue funds (e.g. CDBG, HOME, Measure R, etc.) that have multi-year projects/funding sources. As such, these funds may spend prior year roll-over amounts to complete a project, which requires the use of "reserves" and creates an apparent operating deficit when simply taking current year revenues and expenses into account.

THE CITY AS TRUSTEE

Reporting the City's Fiduciary Responsibilities - The City is the trustee, or *fiduciary*, for certain funds held on behalf of those entities outside of the government. The City's fiduciary activities are reported in a separate Statement of Fiduciary Net Assets. We exclude these activities from the City's other financial statements because the City cannot use these assets to finance its operations. The City is responsible for ensuring that the assets reported in these funds are used for their intended purposes.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS

The total General Fund Operating Budget for fiscal year 2019/20 is $76.1 million, which represents a decrease of 6.0% from fiscal year 2018/19. Public Safety continues to be a high priority for the City with 55.4% of the City's General Fund expenditures dedicated towards fire and police services. This figure is up 3% from prior fiscal year actual costs and incorporates three new additional sworn officers, $1.5 million reduction in police overtime costs and a rate increase of 19.4% or $2.4 million in the annual fire service contract with the Los Angeles County Fire Department. This budget also supports an increase of eight additional full time positions of which four positions are fully supported by the General Fund and the remaining four positions are supported by funding through Proposition "C" and the utilities funds. This new fiscal year, the City's General Fund budget will also seize the opportunity of receiving one-time revenues of approximately $1.9 million from the sale of title 20a funds from Southern California Edison to the City of West Hollywood and one-time revenues of $1.0 million from the sale of proposed bond proceeds.

The total City-wide Operating and Capital Improvement Budget for fiscal year 2019/20 is $183.4 million. Capital projects slated for funding in the fiscal year2019/20 budget include: $4.4 million for Zamora Park improvements; $5.3 million for Lambert Park improvements; $3.1 million for Ramona Boulevard resurfacing; $3.4 million for slurry seal and overlay projects and $3.4 million for reconstruction of the Ramona Boulevard and Valley Boulevard intersection.

The most significant budgetary challenge affecting the City's General Fund operating budget for this fiscal year is the projected 3% decrease in sales tax revenues, rising pension costs and the increase in the fire service contract with Los Angeles County Fire Department. The City's two largest revenue sources consist of property tax and sales tax. The City is seeing positive growth in assessed values as a result of new development within the City. Property tax revenues represent 28% of the City's total General Fund revenues and are anticipated to increase 4.9%, generating an additional $1.0 million in property tax revenues for fiscal year 2019/20. The single largest revenue source for the City is sales tax which comprises approximately 29% of the total General Fund revenues. The City of El Monte is home of the nation's largest Toyota dealership by volume and is heavily dependent on sales tax revenues generated from auto sales which represent approximately 50% of all sales tax revenues accumulated within the City. Nationwide auto sales had reached their peak in 2018, the highest since the fall of the housing market in 2008. Based on preliminary figures, traditional auto sales are starting to decline with the number of hybrid and fully electric cars sales are increasing primarily for luxury electric cars and SUV. Currently, there are approximately 8 new and 41 resale auto dealers within the City of which, very few offer luxury electric vehicles resulting in the projected decrease in sales tax revenues for fiscal year 2019/20.

As the cost of fire services has seen modest increases over the past several years, for fiscal year 2019/20, the General Fund budget reflects a projected increase of 19.4% or $2.4 million in service fees over prior year's actual costs of services. This significant increase is the result of the Los Angeles County Fire Department negotiating cost-of-living increases for their union members with a retroactive COLA increases for fiscal year 2018/19. Being faced with continued budgetary challenges the City will need to seek alternatives to mitigate these rising costs. At present, the Los Angeles County Fire Department is proposing a potential parcel tax ballot measure which could help to defray the rising costs of fire services as well as possibly adding additional emergency resources within the City.

Like most municipalities, the City of El Monte is facing rising pension costs and growing unfunded pension liabilities. Presently, the City offers all full-time employees retirement benefits through CalPERS and a small select group of employees are eligible to receive a supplemental retirement benefit through Public Agency Retirement Services (PARS). In 1946, the voters of the City of El Monte approved a ballot initiative to pay for employee pension obligations to participate in the CalPERS retirement system. Currently, parcels within the City of El Monte are assessed .0015% per assessed value to support the payment of pension costs and the unfunded pension liability of CalPERS which is independent of the City's General Fund however, the supplemental retirement through PARS is paid solely from the City's General Fund. As a means to mitigate against rising unfunded pension liabilities in both pension programs, City management is currently working to issue pension obligation bonds for both retirement programs. By refunding the existing pension debt with a lower interest rate debt, the City will see significant savings over time, and in addition will result in a $1.0 million savings to the City's General Fund for FY 2019/20. Beginning January 2020 City employees under both the CalPERS and PARS retirement system will begin to contribute towards their pension obligation further reducing the City's burden on the retirement program.

In November 2016, California voters passed Proposition 64 by a margin of 14.26% and became the 10th state in the union to legalize the use of recreational marijuana. In November 2017, the City of El Monte adopted ordinance 2924 to allow for the cultivation and manufacturing of medicinal cannabis however, denied the use of retail sale of cannabis products within the City. Over the past year the City had high hopes that this new industry would bring much needed revenues to the City's General Fund. The cannabis industry within El Monte has been a significant disappointment due to legal challenges and organized opposition. Original projections forecasted that each of the proposed medicinal cannabis cultivation and wholesale distribution centers would generate approximately $1.0 million each in General Fund revenues which would help to support the hiring of additional police officers and other general services to the community. In light of the current unsuccessful attempt to generate additional tax revenues from medicinal cannabis, City Council and staff are working to generate additional revenues by reevaluating all user fees and funding sources. During fiscal year 2019/20 the City will conduct a user fee study and indirect cost allocation rates as well as reinstate a business license tax on the rental of residential units and commercial rental space that was suspended in January 2000. As the City continues into the new fiscal year and faced with the challenges of maintaining a balance budget, staff will continue to seek ways to generate additional revenues and find cost saving measures to stay within budgetary parameters.

General Fund Budgetary Highlights

Revenues

The total General Fund revenues fell short of the projected budget by $1.2 million ending the fiscal year for a total of $71.4 million, including transfers in. Both Property Tax and Sales Tax revenues combined represent 61.4% of the total General Fund revenues ended the fiscal year 3% or $1.26 million higher than anticipated for a total of $43.9 million and $2.9 million higher than fiscal year 2017/18. Both Utility User Taxes and Franchise Fees fell short of the anticipated budget by $845,130 combined, primarily due to the reduction in Utility User Tax associated to phone services. During the fiscal year the City experienced significant increase in new construction and redevelopment which increased the Charges for services and Licenses and permits from prior fiscal year. The originally adopted revenue budget for fiscal year 2018/19 were increased at mid-year based on the projected revenues resulted from positive signs of development, however, the actual year-end results on these projected revenues fell short by $2.1 million due to the delay in development.

Expenditures

The total General Fund expenditures for Fiscal Year 2018/19 were $71.8 million, including transfers out, which was $9.6 million less than anticipated.

All General Fund departments experience salary and benefit saving primarily due to saving in unfilled and temporary vacant positions. Significant savings were achieved in Part-time salaries due to measures that were implemented at mid-year to control deficit spending. The City had anticipated significant development and in return increased appropriations for the additional workload in the economic development department. Since several of the large projects were delayed these operating costs were deferred to future periods resulting in cost saving for this fiscal year. The remainder of the savings in operating and maintenance cost is associated with saving in legal fees, fire service contract, human resources and the City Clerk's Office which all four departments had also overestimated projected expenditure for FY 2018/19.

Overall the City's General Fund ended the Fiscal Year 2018/19 significantly stronger than anticipated. While total General Fund revenues ended the fiscal year $1.2 million less than anticipated total General Fund expenditures were $9.6 million less than the proposed budget resulting in a positive variance of $8.4 million. In light of the proposed General Fund deficit of ($4.8) million which was adopted on June 12, 2018. Staff implemented measures to mitigate the impact of deficit spending and were able to minimize spending by deferring current year spending to future periods or find other funding sources to reduce the impact to the General Fund.

Economic Development Initiatives

The City, through its Community and Economic Development Department, continues to implement the initiatives of the Vision El Monte General Plan, which calls for targeted commercial and industrial development in key districts, mixed-use projects along designated corridors and the preservation of the residential neighborhoods. The City actively engages the business community and has provided guidance to facilitate the approval process and the construction of over a billion dollars of private and public investments. These activities have been focused in El Monte's Downtown Specific Plan, Gateway Transit District, Northwest Industrial District, Auto District and Garvey Mixed-Use Corridor.

Several projects within the Gateway Specific Plan area are quickly moving forward. The City is currently reviewing the 580,000 square foot "Vine" project. This highly anticipated project will include a Marriott Residence Inn Hotel, a 24 Hour Fitness Center, a multiplex cinema and a variety of other retail and entertainment uses. The mixed-use 25,000 square foot retail and 208 unit "Paseo at the Gateway" project is expected to be occupied in 2020 and the 212 unit "Vista at the Gateway" project is expected to begin construction in 2020. These projects will serve as a catalyst for future developments, high quality jobs and retail opportunities for residents and visitors.

Valley Mall, the heart of the City's historic downtown, has been renamed Main Street (which was its original name). A prominent building at the corner of Main Street and Tyler Avenue is currently being restored to maintain its mid-century design details. A brew pub is also set to open on Main Street in early 2020. The City of El Monte continues to be a leader in the development of affordable housing. The 55 unit "Baldwin Rose" project occupying remnant railroad land is near completion. Other recently approved affordable housing projects include a 50 unit project, where the City partnered with Domus Development and a 53 unit project, where the City partnered with the Cesar Chavez Foundation. Both projects will be within walking distance of the El Monte Bus Depot and Metrolink Station.

El Monte has seen increased interest to develop projects within its Northwest Industrial District. Major industrial projects under construction include the 1.2 million square foot "Goodman Logistics Center" along Lower Azusa Avenue and a 225,000 square foot cluster of industrial buildings along Hickson Street. Another 370,000 square foot logistics center was recently proposed on Arden Drive.

UNMODIFIED AUDIT OPINION

The financial statements were audited by the independent public accounting firm of Vasquez & Company LLP, Certified Public Accountants, whose unmodified opinion is included within this annual report.

CONTACTING THE CITY'S FINANCIAL MANAGEMENT

Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

City of El Monte
Finance Department
11333 Valley Blvd.,
El Monte, CA 91731
Telephone number: (626) 580-2023

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BASIC FINANCIAL STATEMENTS

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	Primary Government		
	Governmental Activities	Business-type Activities	Total
ASSETS			
Cash and investments	$ 71,732,944	$ 13,088,536	$ 84,821,480
Receivables			
Accounts	2,489,469	1,311,897	3,801,366
Taxes	4,522,814	-	4,522,814
Notes and loans, net	12,585,095	-	12,585,095
Accrued interest - other	468,165	13,779	481,944
Internal balances	746,460	(746,460)	-
Prepaid costs	1,522,892	73,905	1,596,797
Due from other governments	1,851,665	-	1,851,665
Land held for resale	2,062,361	-	2,062,361
Capital lease receivable (payable)	17,977,364	(17,977,364)	-
Restricted assets:			
Cash and investments with fiscal agents	8,424,498	7,254,671	15,679,169
Capital assets, not being depreciated	344,388,558	1,785,132	346,173,690
Capital assets, net of accumulated depreciation	100,591,374	36,198,498	136,789,872
Total assets	569,363,659	41,002,594	610,366,253
DEFERRED OUTFLOWS OF RESOURCES			
Unamortized difference on defeasance of debt	-	523,119	523,119
Deferred outflows related to pensions	26,921,611	640,297	27,561,908
Deferred outflows related to OPEB	2,828,111	148,848	2,976,959
Total deferred outflows of resources	29,749,722	1,312,264	31,061,986
LIABILITIES			
Accounts payable	5,381,752	749,360	6,131,112
Accrued liabilities	1,322,290	-	1,322,290
Accrued interest	611,533	299,358	910,891
Advances from grantors	91,111	-	91,111
Deposits payable	4,759,221	387,993	5,147,214
Due to other governments	13,050,518	-	13,050,518
Noncurrent liabilities:			
Due within one year	6,098,855	576,210	6,675,065
Due in more than one year	34,147,493	21,171,093	55,318,586
Net OPEB liability	95,970,653	5,051,086	101,021,739
Net pension liability	134,715,287	3,560,397	138,275,684
Total liabilities	296,148,713	31,795,497	327,944,210
DEFERRED INFLOWS OF RESOURCES			
Unamortized difference on defeasance of debt	-	61,238	61,238
Deferred inflows related to pensions	10,401,811	178,158	10,579,969
Deferred inflows related to OPEB	19,205,400	1,010,810	20,216,210
Total deferred inflows of resources	29,607,211	1,250,206	30,857,417
NET POSITION			
Net investment in capital assets	429,478,048	(1,416,196)	428,061,852
Restricted for:			
Public works projects	27,693,875	-	27,693,875
Public safety	4,133,505	-	4,133,505
Parks, recreation and cultural	3,084,438	-	3,084,438
Economic development	16,349,770	-	16,349,770
Debt service	1,456,072	7,254,671	8,710,743
Retirement	4,334,923	-	4,334,923
Unrestricted (deficit)	(213,173,174)	3,430,680	(209,742,494)
Total net position	$ 273,357,457	$ 9,269,155	$ 282,626,612

See notes to financial statements.

		Program Revenues			Net (Expenses) Revenues and Changes in Net Position Primary Government		
	Expenses	Charges for Services	Operating Contributions and Grants	Capital Contributions and Grants	Governmental Activities	Business-type Activities	Total
Primary Government:							
Governmental activities:							
General government	$ 33,668,050	$ 569,481	$ 3,351,351	$ 2,241,597	$ (27,505,621)	$ -	$ (27,505,621)
Parks, recreation and cultural	3,685,407	1,105,555	590,952	-	(1,988,900)	-	(1,988,900)
Economic development	7,498,438	4,535,793	1,900,117	-	(1,062,528)	-	(1,062,528)
Public works	14,498,059	2,036,886	611,410	-	(11,849,763)	-	(11,849,763)
Public safety	43,826,465	1,183,932	2,242,409	-	(40,400,124)	-	(40,400,124)
Interest on long-term debt	1,530,412	-	-	-	(1,530,412)	-	(1,530,412)
Total governmental activities	104,706,831	9,431,647	8,696,239	2,241,597	(84,337,348)	-	(84,337,348)
Business-type activities:							
Water and Sewer Funds	6,993,953	8,472,443	-	-	-	1,478,490	1,478,490
Total business-type activities	6,993,953	8,472,443	-	-	-	1,478,490	1,478,490
Total primary government	$ 111,700,784	$ 17,904,090	$ 8,696,239	$ 2,241,597	(84,337,348)	1,478,490	(82,858,858)
General revenues							
Taxes:							
Property taxes levied for general purposes					33,378,300	-	33,378,300
Transient occupancy taxes					1,009,950	-	1,009,950
Sales taxes					28,987,321	-	28,987,321
Franchise taxes					3,556,359	-	3,556,359
Business license taxes					2,728,949	-	2,728,949
Utility users taxes					6,169,379	-	6,169,379
Other taxes					2,908,676	-	2,908,676
Motor vehicle in lieu - unrestricted					56,259	-	56,259
Use of money and property					2,257,146	394,144	2,651,290
Sale of property					1,239,554	-	1,239,554
Other revenue					1,366,861	-	1,366,861
Net change in fair value of investments					501,645	-	501,645
Transfers in/out					100,000	(100,000)	-
Total general revenues					84,260,399	294,144	84,554,543
Net change in net position					(76,949)	1,772,634	1,695,685
Net position - beginning of year, as restated					273,434,406	7,496,521	280,930,927
Net position - end of year					$ 273,357,457	$ 9,269,155	$ 282,626,612

See notes to financial statements.

City of El Monte
Governmental Funds
Balance Sheet
June 30, 2019

	General	Special Revenue Funds: Retirement	Special Revenue Funds: Housing and Community Development	Special Revenue Funds: Housing Assets	Nonmajor Governmental Funds	Total
ASSETS AND DEFERRED OUTFLOWS OF RESOURCES						
Assets:						
Cash and investments	$ 22,647,756	$ 4,748,524	$ 2,262,473	$ 1,148,658	$ 39,436,271	$ 70,243,682
Receivables:						
Accounts	1,485,919	14,551	1,343	3,888	961,287	2,466,988
Taxes	4,292,848	229,165	-	-	801	4,522,814
Notes and loans, net	-	-	11,114,973	801,949	668,173	12,585,095
Accrued interest	468,165	-	-	-	-	468,165
Prepaid items	1,415,986	-	1,097	-	103,309	1,520,392
Due from other governments	-	-	92,681	-	1,758,984	1,851,665
Due from other funds	1,604,361	-	-	-	-	1,604,361
Advances to other funds	300,000	-	-	-	-	300,000
Land held for resale	138,266	-	420,000	1,504,095	-	2,062,361
Capital lease receivable	17,977,364	-	-	-	-	17,977,364
Restricted assets:						
Cash and investments with fiscal agents	176,511	-	-	-	8,247,987	8,424,498
Total assets	50,507,176	4,992,240	13,892,567	$ 3,458,590	51,176,812	124,027,385
Deferred outflows of resources	-	-	-	-	-	-
Total assets and deferred outflows of resources	$ 50,507,176	$ 4,992,240	$ 13,892,567	$ 3,458,590	$ 51,176,812	$ 124,027,385
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES						
Liabilities:						
Accounts payable	$ 3,556,627	$ 657,317	$ 17,689	$ 605	$ 1,006,384	$ 5,238,622
Accrued liabilities	1,322,290	-	-	-	-	1,322,290
Advances from grantors	-	-	-	-	91,111	91,111
Deposits payable	4,501,032	-	163,545	8,525	86,119	4,759,221
Due to other governments	1,155,610	-	11,149,220	-	745,688	13,050,518
Due to other funds	-	-	-	-	1,604,361	1,604,361
Total liabilities	10,535,559	657,317	11,330,454	9,130	3,533,663	26,066,123
Deferred inflows of resources:						
Unavailable revenue	-	-	-	-	1,679,549	1,679,549
Total deferred inflows of resources	-	-	-	-	1,679,549	1,679,549
Fund Balances:						
Nonspendable						
Prepaid items	1,415,986	-	-	-	-	1,415,986
Advances to other funds	300,000	-	-	-	-	300,000
Land held for resale	138,266	-	-	-	-	138,266
Capital lease receivable	17,977,364	-	-	-	-	17,977,364
Restricted						
Special revenue funds	-	4,334,923	2,562,113	3,449,460	45,250,015	55,596,511
Capital projects funds	-	-	-	-	1,142,291	1,142,291
Debt service funds	176,511	-	-	-	1,304,312	1,480,823
Assigned	19,963,490	-	-	-	-	19,963,490
Unassigned	-	-	-	-	(1,733,018)	(1,733,018)
Total fund balances	39,971,617	4,334,923	2,562,113	3,449,460	45,963,600	96,281,713
Total liabilities, deferred inflows of resources, and fund balances	$ 50,507,176	$ 4,992,240	$ 13,892,567	$ 3,458,590	$ 51,176,812	$ 124,027,385

See notes to financial statements.

City of El Monte
Reconciliation of the Balance Sheet of Governmental Funds to the Statement of Net Position
June 30, 2019

Fund balance of governmental funds		$ 96,281,713
Amounts reported for governmental activities in the statement of net position are different because:		
Capital assets of governmental activities are not financial resources and are not reported in the governmental funds.		
Capital assets	$ 563,424,185	
Accumulated depreciation	(118,877,483)	444,546,702
Long-term liabilities are not due and payable in the current period and are not reported in the governmental funds.		
Long-term liabilities	(17,753,945)	
Compensated absences	(7,012,193)	(24,766,138)
Deferred outflows of resources related to pensions are not financial resources and therefore, are not recognized in the governmental funds.		26,921,611
Deferred inflows of resources related to pensions are not current obligation and therefore, are not reported in the governmental funds.		(10,401,811)
Net pension liability is not due and payable in the current period and therefore, are not reported in the governmental funds.		(134,715,287)
Deferred outflows of resources related to OPEB are not financial resources and therefore, are not recognized in the governmental funds.		2,828,111
Deferred inflows of resources related to OPEB are not curent obligation and therefore, are not reported in the governmental funds.		(19,205,400)
Net OPEB liability is not due and payable in the current period and therefore, are not reported in the governmental funds.		(95,970,652)
Accrued interest payable for the interest due on bonds that has not been reported in the governmental funds.		(611,533)
Revenues reported as unavailable revenue in the governmental funds are recognized as intergovernmental revenues in the Statement of Activities.		1,679,549
Internal service funds are used by management to charge the costs of certain activities, such as self-insurance, to individual funds. The assets and liabilities of the internal service funds must be added to the Statement of Net Position of the governmental activities.		(13,229,408)
Net position of governmental activities		$ 273,357,457

See notes to financial statements.

City of El Monte
Governmental Funds
Statement of Revenues, Expenditures, and Changes in Fund Balances
Year ended June 30, 2019

		Special Revenue Funds				
	General Fund	Retirement Fund	Housing and Community Development	Housing Assets	Nonmajor Governmental Funds	Total
Revenues						
Taxes	$ 57,039,145	$ 12,528,976	$ -	$ -	$ 7,692,947	$ 77,261,068
Licenses and permits	2,242,591	-	-	-	221,917	2,464,508
Intergovernmental	370,807	85,220	1,166,995	-	7,998,545	9,621,567
Charges for services	4,573,487	-	-	-	1,815,093	6,388,580
Fines and forfeitures	1,015,631	-	-	-	199,929	1,215,560
Use of money and property	1,287,168	29,121	482,099	61,769	2,145,894	4,006,051
Miscellaneous	1,692,991	41,797	251,784	250,000	2,085,682	4,322,254
Total revenues	68,221,820	12,685,114	1,900,878	311,769	22,160,007	105,279,588
Expenditures						
Current:						
General government	11,646,315	17,418,029	-	13,273	221,215	29,298,832
Parks, recreation and cultural	3,224,695	-	-	-	329,233	3,553,928
Economic development	5,420,169	-	1,615,112	-	195,647	7,230,928
Public works	8,033,576	-	-	-	5,894,217	13,927,793
Public safety	41,144,760	-	-	-	1,118,173	42,262,933
Capital outlay	792,314	-	3,470	-	2,911,083	3,706,867
Debt service:						
Principal retirement	470,000	-	406,000	-	415,000	1,291,000
Interest and fiscal charges	37,575	-	37,782	-	1,485,018	1,560,375
Total expenditures	70,769,404	17,418,029	2,062,364	13,273	12,569,586	102,832,656
Excess (deficiency) of revenues over expenditures	(2,547,584)	(4,732,915)	(161,486)	298,496	9,590,421	2,446,932
Other financing sources (uses)						
Transfers in	3,218,777	-	-	-	954,719	4,173,496
Transfers out	(1,054,719)	-	-	-	(3,218,777)	(4,273,496)
Net other financing sources (uses)	2,164,058	-	-	-	(2,264,058)	(100,000)
Net change in fund balances	(383,526)	(4,732,915)	(161,486)	298,496	7,326,363	2,346,932
Fund balance, beginning of year	40,355,143	9,067,838	2,723,599	3,150,964	38,637,237	93,934,781
Fund balance, end of year	$ 39,971,617	$ 4,334,923	$ 2,562,113	$ 3,449,460	$ 45,963,600	$ 96,281,713

See notes to financial statements.

City of El Monte
Governmental Funds
Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities
Year ended June 30, 2019

Change in fund balance - governmental funds		$ 2,346,932
Amounts reported for governmental activities in the Statement of Activities differs from the ¿amounts reported in the Statement of Revenues, Expenditures, and Changes in Fund Balances because:		
Governmental funds report capital outlay as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense or are allocated to the appropriate functional expense when the cost is below the capitalization threshold. This activity is reconciled as follows:		
Capital outlay, net of disposals		3,651,867
Depreciation expense		(6,042,364)
Long-term debt proceeds provide current financial resources to governmental funds, but issuing debt increases long-term liabilities in the statement of net position. Costs associated with the issuance of long-term debt are reported as expenditures in the governmental funds, but deferred and amortized throughout the period during which the related debt is outstanding in the statement of net position. Repayment of debt principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in Statement of Net Position.		
Principal repayment of bonds	$ 885,000	
Principal repayment of notes payable	406,000	
Amortization of deferred bond premium	5,212	1,296,212
Governmental funds report only contributions in relation to the Annual Required Contribution (ARC) for OPEB as expenditures; however, in the Statement of Activities, the total ARC is an expense. This is the net amount of adjustment to OPEB expense, deferred inflows of resources, and net OPEB liability during the year.		2,077,694
Pension expense reported in the Statement of Activities do not require the use of current financial resources and therefore are not reported in the governmental funds. This is the net amount of adjustment to pension expense, deferred outflows of resources, deferred inflows of resources and net pension liability during the year.		459,286
Accrued interest for long-term liabilities is not reported in the governmental fund financial until due. This is the net change in accrued interest for the current period.		24,751
Compensated absences liability reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds. This is the change in compensated absences for the current period.		(357,502)
Certain revenues are reported as unavailable revenue in the governmental funds and recognized as intergovernmental revenues in the Statement of Activities.		(749,707)
Internal service funds are used by management to charge the costs of certain activities, such as self-insurance, to individual funds. The net revenues (expenses) of the internal service funds is reported with governmental activities.		(2,784,118)
Change in net position of governmental activities		$ (76,949)

See notes to financial statements.

City of El Monte
Statement of Net Position
Proprietary Funds
June 30, 2019

	Business-type Activities - Enterprise Funds			Governmental Activities
	Water Fund	Sewer Fund	Total	Internal Service Funds
ASSETS				
Current assets				
Cash and cash equivalents	$ 1,510,390	$ 11,578,146	$ 13,088,536	$ 1,489,262
Receivables:				
Accounts	1,272,683	39,214	1,311,897	22,481
Other	7,818	5,961	13,779	-
Prepaid accounts	72,390	1,515	73,905	2,500
Due from other funds	-	-	-	154,638
Restricted:				
Cash with fiscal agents	7,254,671	-	7,254,671	-
Total current assets	10,117,952	11,624,836	21,742,788	1,668,881
Noncurrent assets				
Capital assets	47,145,986	24,100,797	71,246,783	514,446
Accumulated depreciation	(21,869,941)	(11,393,212)	(33,263,153)	(81,216)
Net capital assets	25,276,045	12,707,585	37,983,630	433,230
Total noncurrent assets	25,276,045	12,707,585	37,983,630	433,230
Total assets	35,393,997	24,332,421	59,726,418	2,102,111
DEFERRED OUTFLOWS OF RESOURCES				
Unamortized difference on defeasance of debt	523,119	-	523,119	-
Deferred outflows related to pensions	331,584	308,713	640,297	-
Deferred outflows related to OPEB	74,424	74,424	148,848	-
Total deferred outflows of resources	929,127	383,137	1,312,264	-
LIABILITIES				
Current liabilities				
Accounts payable	614,940	134,420	749,360	143,131
Accrued interest	299,358	-	299,358	-
Deposits payable	387,993	-	387,993	-
Due to other funds	-	-	-	154,638
Accrued compensated absences, current portion	55,182	26,028	81,210	-
Accrued claims and judgments	-	-	-	3,573,807
Bonds, notes, and capital leases	495,000	-	495,000	-
Total current liabilities	1,852,473	160,448	2,012,921	3,871,576
Noncurrent liabilities				
Advances from other funds	-	-	-	300,000
Accrued compensated absences	165,545	78,086	243,631	-
Accrued claims and judgments	-	-	-	11,906,403
Capital lease payable	17,977,364	-	17,977,364	-
Net OPEB liability	2,525,543	2,525,543	5,051,086	-
Net pension liability	1,845,394	1,715,003	3,560,397	-
Bonds and notes	20,927,462	-	20,927,462	-
Total liabilities	45,293,781	4,479,080	49,772,861	16,077,979
DEFERRED INFLOWS OF RESOURCES				
Unamortized difference on defeasance of debt	61,238	-	61,238	-
Deferred inflows related to pensions	89,079	89,079	178,158	-
Deferred inflows related to OPEB	505,405	505,405	1,010,810	-
Total deferred inflows of resources	655,722	594,484	1,250,206	-
NET POSITION				
Net investment in capital assets	(14,123,781)	12,707,585	(1,416,196)	-
Restricted for debt service	7,254,671	-	7,254,671	-
Unrestricted	(2,757,269)	6,934,409	4,177,140	(13,975,868)
Total net position	$ (9,626,379)	$ 19,641,994	$ 10,015,615	$ (13,975,868)

Reconciliation of net position to statement of net position:

Net position per statement of net position for proprietary funds	$ 10,015,615
Prior year's accumulated adjustment to reflect the consolidation of internal service funds activities related to enterprise funds	(661,401)
Current year's accumulated adjustment to reflect the consolidation of internal service funds activities related to enterprise funds	(85,059)
Net position per statement of net position	$ 9,269,155

See notes to financial statements.

City of El Monte
Statement of Revenues, Expenses and Changes in Net Position
Proprietary Funds
Year ended June 30, 2019

	Business-type Activities - Enterprise Funds			Governmental Activities
	Water Fund	Sewer Fund	Total	Internal Service Funds
Operating revenues				
Sales and service charges	$ 5,021,673	$ 3,450,770	$ 8,472,443	$ -
Interdepartmental charges	-	-	-	2,310,983
Total operating revenues	5,021,673	3,450,770	8,472,443	2,310,983
Operating expenses				
Personnel services	1,228,519	702,378	1,930,897	-
Contractual services	697,715	240,193	937,908	-
Maintenance and supplies	249,667	112,656	362,323	14,849
Administrative and general	190,400	21,650	212,050	-
Facility lease	199,672	299,506	499,178	-
Claims expenses	-	-	-	5,308,990
Depreciation expense	1,085,850	613,168	1,699,018	56,321
Total operating expenses	3,651,823	1,989,551	5,641,374	5,380,160
Operating income (loss)	1,369,850	1,461,219	2,831,069	(3,069,177)
Nonoperating revenues (expenses)				
Interest revenue	170,869	223,275	394,144	-
Interest expense	(837,652)	-	(837,652)	-
Bond issuance cost	(429,868)	-	(429,868)	-
Net nonoperating revenues (expenses)	(1,096,651)	223,275	(873,376)	-
Operating income (loss) before other financing sources	273,199	1,684,494	1,957,693	(3,069,177)
Transfers				
Transfers in	-	-	-	200,000
Transfers out	-	(100,000)	(100,000)	-
	-	(100,000)	(100,000)	200,000
Net changes in net position	273,199	1,584,494	1,857,693	(2,869,177)
Net position, beginning of year, as restated	(9,899,578)	18,057,500	8,157,922	(11,106,691)
Net position, end of year	$ (9,626,379)	$ 19,641,994	$ 10,015,615	$ (13,975,868)

Reconciliation of Statement of Changes in Net Position to the Statement of Activities:

Change in Net Position per Statement of Revenues, Expenses, and Changes in Net Position - Proprietary Funds	$ 1,857,693
Adjustment to reflect the consolidation of current fiscal year internal service fund activities related to enterprise funds	(85,059)
Change in Net Position Business-type Activities Statement of Activities	$ 1,772,634

See notes to financial statements.

City of El Monte
Statement of Cash Flows
Proprietary Funds
Year ended June 30, 2019

	Business-type Activities - Enterprise Funds			Governmental Activities
	Water Fund	Sewer Fund	Total	Internal Service Funds
Cash flows from operating activities				
Cash received from customers and users	$ 4,699,620	$ 3,568,121	$ 8,267,741	$ -
Cash received for interfund charges	-	-	-	2,310,983
Cash paid to suppliers for goods and services	(2,249,045)	(1,543,768)	(3,792,813)	(5,260,752)
Cash paid to employees for services	(111,925)	(454,559)	(566,484)	-
Net cash provided by (used in) operating activities	2,338,650	1,569,794	3,908,444	(2,949,769)
Cash flows from non-capital and related financing activities				
Net transfers from (to) other funds	-	(100,000)	(100,000)	200,000
Net cash provided by (used in) non-capital and related financing activities	-	(100,000)	(100,000)	200,000
Cash flows from capital and related financing activities				
Acquisition and construction of capital assets	(245,503)	(609,507)	(855,010)	(304,522)
Proceeds from refunded bonds	21,487,654		21,487,654	-
Retirement of debt	(14,287,650)		(14,287,650)	
Interest paid on capital debt	(772,301)	-	(772,301)	-
Bond issuance cost	(429,870)	-	(429,870)	-
Principal paid on advances	(623,475)	-	(623,475)	-
Net cash provided by (used in) capital and related financing activities	5,128,855	(609,507)	4,519,348	(304,522)
Cash flows from investing activities				
Interest received	170,869	223,275	394,144	-
Change in cash and cash equivalents	7,638,374	1,083,562	8,721,936	(3,054,291)
Beginning cash and cash equivalents	1,126,687	10,494,584	11,621,271	4,543,553
Ending cash and cash equivalents	$ 8,765,061	$ 11,578,146	$ 20,343,207	$ 1,489,262
Reconciliation of operating income (loss) to net cash provided by (used in) operating activities:				
Operating income (loss)	$ 1,369,850	$ 1,461,219	$ 2,831,069	$ (3,069,177)
Adjustments to reconcile operating income (loss) to net cash provided by (used in) operating activities:				
Depreciation	1,085,850	613,168	1,699,018	56,321
(Increase) decrease in:				
Accounts receivable	(342,549)	123,312	(219,237)	(22,471)
Other receivable	20,496	(5,961)	14,535	-
Prepaid accounts	(69,272)	(1,335)	(70,607)	(2,500)
Deferred outflows of resources	173,803	198,598	372,401	
Due from other funds	-	-	-	(154,638)
Increase (decrease):				
Accounts payable	356,242	(147,506)	208,736	123,580
Due to other funds	-	-	-	154,638
Deposits payable	37,211	-	37,211	-
Deferred inflows of resources	318,779	257,541	576,320	-
Compensated absences payable	(7,253)	(18,544)	(25,797)	-
Net pension liability	(355,826)	(662,017)	(1,017,843)	-
Net OPEB liability	(248,681)	(248,681)	(497,362)	-
Accrued claims and judgments	-	-	-	(35,522)
Net cash provided by operating activities	$ 2,338,650	$ 1,569,794	$ 3,908,444	$ (2,949,769)
Non-cash investing, capital and financing activities:				
Amortization of difference on defeasance of debt	$ (30,772)	$ -	$ (30,772)	$ -

See notes to financial statements.

City of El Monte
Statement of Fiduciary Net Position
Fiduciary Funds
June 30, 2019

	Successor Agency to the Dissolved Redevelopment Agency Private-purpose Trust Fund	Pension Trust Fund Service Employees International Union (SEIU) Retiree Insurance
ASSETS		
Cash and investments	$ 4,150,373	$ 787,361
Cash with fiscal agents	297	-
Cash held in escrow accounts	1,439,605	-
Receivables:		
Accounts	-	2,360
Notes and loans	277,406	-
Prepaid items	917	-
Land held for resale	6,178,496	-
Total assets	12,047,094	789,721
LIABILITIES		
Accounts payable	31,478	-
Interest payable	381,772	-
Deposits payable	6,600	-
Long-term liabilities		
Due within one year	1,105,000	-
Due in more than one year	29,771,331	-
Advances from City of El Monte	42,832,720	-
Total liabilities	74,128,901	-
NET POSITION (DEFICIT)		
Net position restricted for pensions	-	789,721
Net position (deficit)	(62,081,807)	-
Total net position (deficit)	$ (62,081,807)	$ 789,721

See notes to financial statements.

City of El Monte
Statement of Changes in Fiduciary Net Position
Fiduciary Funds
Year ended June 30, 2019

	Successor Agency to the Dissolved Redevelopment Agency Private-purpose Trust Fund	Pension Trust Fund Service Employees International Union (SEIU) Retiree Insurance
Revenues and additions:		
Taxes	$ 3,755,019	$ -
Use of money and property	61,978	-
Rental income	47,554	-
Gain on sale of property	-	-
Contributions:		
Employers	-	235,000
Employees	-	56,900
Retirees	-	35,280
Investment earnings:		
Interest and change in fair value of investments	-	13,694
Miscellaneous	73,444	-
Total additions	3,937,995	340,874
Expenses and deductions:		
Community development	940,853	-
Debt service		
Interest and fiscal charges	2,012,593	-
Benefits	-	292,786
Total expenses and deductions	2,953,446	292,786
Change in net position	984,549	48,088
Net position (deficit) held in trust - beginning of the year	(63,066,356)	741,633
Net position (deficit) held in trust - end of the year	$ (62,081,807)	$ 789,721

See notes to financial statements.

NOTE 1 REPORTING ENTITY AND SIGNIFICANT ACCOUNTING POLICIES

Description of Reporting Entity

The City of El Monte (the City) was incorporated on November 18, 1912, as a general law city and operates under a Council/City Manager form of government. It is governed by an elected five-member council.

As required by generally accepted accounting principles, these financial statements present the City of El Monte (the primary government) and its component units. The component units discussed below are included in the City's reporting entity because of the significance of their operational or financial relationship with the City. These entities are legally separate from each other. However, the City of El Monte elected officials have a continuing full or partial accountability for fiscal matters of the other entities. The financial reporting entity consists of: 1) the City, 2) organizations for which the City is financially accountable, and 3) organizations for which the nature and significance of their relationship with the City are such that exclusions would cause the City's financial statements to be misleading or incomplete.

An organization is fiscally dependent on the primary government if it is unable to adopt its budget, levy taxes or set rates or charges, or issue bonded debt without approval by the primary government. In a blended presentation, component units' balances and transactions are reported in a manner similar to the balances and transactions of the City. Component units are presented on a blended basis when the component unit's body is substantially the same as the City's or the component unit provides services almost entirely to the City. The following component units of the City have been included in the financial reporting entity as blended component units because the City Council serves as the governing board for most and management has operational responsibility for these component units and the component units provide services entirely within the City of El Monte:

El Monte Public Financing Authority (Authority)

The Authority is a joint powers authority whose members are the City and the Agency. The Authority is duly organized and existing under a Joint Exercise of Powers agreement dated April 27, 1993, by and between the City and the former Redevelopment Agency, under the provisions of Chapter 5 of Division 7 of Title 1 of the California Government Code. Its purpose is to assist the City and the Agency in providing financing for capital projects and improvements. The officers of the City and the Agency serve as the officers of the Authority. The Authority has no taxing power and has no source of revenue other than the revenues for paying the debt service on the bonds. Separate financial statements are not prepared for the Authority.

NOTE 1 REPORTING ENTITY AND SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

El Monte Community Development Corporation (Corporation)

The El Monte Community Development Corporation was formed on April 2, 2002, pursuant to the Non-Profit Public Benefit Corporation law of the State of California. Its purpose is to spend 15% of the City's annual HOME Partnership Investment allocation to increase and improve the community's supply of affordable housing for persons of low and moderate income. The City Council members act as the Agency's directors. There are no separate financial statements prepared for the Corporation.

El Monte Water Authority (Water Authority)

The El Monte Water Authority was formed July 13, 1999, by the City of El Monte and the former El Monte Community Redevelopment Agency under Article 1 (commencing with Section 6500) of the Joint Powers Law. Its purpose is to provide an entity to assist in providing financing, for purposes which are authorized by law, and which could lease, own, operate and maintain the water system of the City of El Monte. The City Council members act as the members of the Governing Board of the Water Authority. The financial activity of the Authority is reported in the City's financial statements as a business-type activity. There are no separate financial statements prepared for the Water Authority.

El Monte Economic Development Corporation

The El Monte Economic Development Corporation (Corporation) was formed on March 18, 2011 for the purpose of lessening governmental burdens by providing assistance to the City of El Monte and the Successor Agency to the former El Monte Community Redevelopment Agency (the Agency) in development efforts to promote economic development, including the provision of financial assistance to private business and public works projects in the City for the creation of new jobs to be held by persons of low and moderate income, to promote the expansion and preservation in the City of Affordable housing reserved for persons and families of low and moderate income, and to eliminate blighting influences within the City. The City Council members act as the Board of Directors of the Corporation and management has operational responsibility over this component unit. The Corporation provides services entirely within the City. There are no separate financial statements prepared for the Corporation.

El Monte Housing Authority

The El Monte Housing Authority was formed on July 28, 1997 for the purpose of assisting the City in the implementation of the policies and goals of the City of El Monte General Plan by providing affordable rental housing within the City. The City Council acts as the governing board of the Authority. The City Council members act as the members of the Governing Board and management has operational responsibility over the Authority. The Authority provides services entirely within the City. There are no separate financial statements prepared for the Housing Authority.

NOTE 1 REPORTING ENTITY AND SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

El Monte Parking Authority

The El Monte Parking Authority was formed on November 1, 2016 for the purpose of administering the public Parking lots lands owned by the City in accordance with California Streets and Highways Code. The City Council members act as the members of the Governing Board of the Parking Authority. There was no financial activity during FY 2018-2019. The financial activity of the Authority will be reported in the City's financial statements as a governmental activity. There are no separate financial statements prepared for the Parking Authority.

Government-wide and Fund Financial Statements
The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the primary government and its component units. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include: 1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function or segment, and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds, proprietary funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

Measurement Focus, Basis of Accounting and Financial Statement Presentation
The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund and fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

NOTE 1 REPORTING ENTITY AND SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Governmental fund financial statements are accounted for using the flow of current financial resources measurement focus and the modified accrual basis of accounting. Their revenues are recognized when they become measurable and available as net current assets. For this purpose, the City considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Revenues considered susceptible to accrual in those funds wherein revenue is recognized on a modified accrual basis is as follows: property and sales taxes, revenue from the use of money and property, interfund transfers, unbilled service receivables and intergovernmental revenue are all considered measurable and are recognized as revenue on a modified accrual basis; licenses, permits, fines and forfeitures and similar items are, for the most part, not susceptible to accrual and, consequently, are not recorded until received. Agency funds are purely custodial (assets equal liabilities) and thus, do not involve measurement of results of operations. Fiduciary funds are accounted for on a full accrual basis.

Property tax revenue is recognized in the fiscal year for which the taxes have been levied providing they become available. Available means then due or past due and receivable within the current period and collected within the current period or expected to be collected soon enough thereafter (not to exceed 60 days) to be used to pay liabilities of the current period. The County of Los Angeles collects property taxes for the City. Tax liens attach annually as of 12:01 A.M. on the first day in January proceeding the fiscal year for which the taxes are levied. Taxes are levied on both real and personal property as it exists on that date. The tax levy covers the fiscal period July 1 to June 30. All secured personal property taxes and one-half of the taxes on real property are due November 1; the second installment is due February 1. All taxes are delinquent, if unpaid, on December 10 and April 10, respectively. Unsecured personal property taxes become due on the first of March each year and are delinquent, if unpaid, on August 31.

Grants, entitlements or shared revenues recorded in governmental funds are recognized as revenue in the accounting period when they become susceptible to accrual, i.e. both measurable and available (modified accrual basis). Grants received before the revenue recognition criteria have been met are reported as unearned revenue, a liability account. Such resources not received are reported as a receivable if the revenue recognition criteria have been met.

Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

All proprietary and fiduciary funds are accounted for using the flow of economic resources measurement focus and the accrual basis of accounting. Their revenues are recognized when they are earned and become measurable; expenses are recognized when they are incurred. Unbilled service receivables are recorded as accounts receivable and as revenue when earned.

NOTE 1 REPORTING ENTITY AND SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

The City reports the following major governmental funds:

- 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 another fund.

- The Retirement Special Revenue Fund accounts for all revenues and expenditures associated with the retirement tax levy to fund the employee's pension fund.

- The Housing and Community Development Special Revenue Fund accounts for all monies received from the Community Development Block Grant provided by the Federal Housing and Community Development Act.

- The Housing Assets Fund accounts for housing assets approved by the State Department of Finance to remain with the City after the dissolution of the former Redevelopment Agency. Revenues reported during the year include interest and loans collected.

The City reports the following major proprietary funds:

- The Water Fund is used to account for the operations of the El Monte Water Authority. All activities necessary to provide this service are accounted for in the Water Fund, including administration, operations, maintenance, capital improvement, billing, collection and depreciation.

- The Sewer Fund accounts for the City’s sewer operation.

Additionally, the City reports the following fund types:

- Special Revenue Funds account for proceeds of specific revenue sources that are legally restricted or otherwise designated for specific purposes.

- The Capital Project Fund accounts for the accumulation of resources to fund capital projects within the City, other than those for proprietary funds.

- The Debt Service Fund accounts for the accumulation of resources for the payment of long-term debt principal and interest relating to the debt of the City.

- The Internal Service Funds account for the transactions of the City’s general liability and worker’s compensation insurance programs, and vehicles and equipment replacement. The funds are financed through contributions paid by each operating program based on factors similar to those used by insurance companies (i.e. payroll, and number of employees).

NOTE 1 REPORTING ENTITY AND SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

- The City's fiduciary fund financial statements report the following private purpose trust funds:

  - The Successor Agency to the Dissolved Redevelopment Agency Private-purpose Trust fund is a fiduciary fund type used by the City to report trust arrangements under which principal and income benefit other governments. This fund reports the assets, liabilities and activities of the Successor Agency to the Dissolved El Monte Community Redevelopment Agency. Unlike the limited reporting typically utilized for Agency Funds, Private-purpose Trust Funds report a Statement of Fiduciary Net Position and a Statement of Changes in Fiduciary Net Position.

  - The Pension Trust Fund accounts for the funds from the retirees used to pay for health insurance benefits of the retirees and their families.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are charges between the government's proprietary funds function and various other functions of the government. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

Amounts reported as program revenues include: 1) charges to customers or applicants for goods, services or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the Enterprise Funds are charges to customers for sales and services. Operating expenses for Enterprise Funds include the cost of sales and services, administrative expenses and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first, then unrestricted resources as they are needed.

Use of Estimates

The preparation of basic financial statements in conformity with accounting principles generally accepted in the United States of America requires City management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenditures during the reporting period. Actual results could differ from those estimates.

NOTE 1 REPORTING ENTITY AND SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Fund Balance Reporting

Governmental Accounting Standards Board (GASB) Statement No. 54, *Fund Balance Reporting and Governmental Fund-type Definitions*, establishes the following fund balance classifications that comprise a hierarchy based primarily on the extent to which a government is bound to observe constraints imposed upon the use of the resources reported in governmental funds:

Nonspendable fund balance includes amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact. The City's nonspendable fund balance represents prepaid expenses and long-term advances to other funds.

Restricted fund balance includes resources that are subject to externally enforceable legal restrictions. It includes amounts that can be spent only for the specific purposes stipulated by constitution, external resource providers, or through enabling legislation. The City's restricted fund balances represent resources restricted for programs funded by grants and other restricted sources, capital projects, debt service and the low/moderate income housing program, and more.

Committed fund balance includes amounts that can be used only for the specific purposes determined by a formal action of the City's highest level of decision-making authority. As of June 30, 2019, the City has no committed fund balance.

Assigned fund balance consists of funds that are set aside for specific purposes by the City's highest level of decision making authority or a body or official that has been given the authority to assign funds. As of June 30, 2019, the City has assigned $20.0 million of its fund balance for various contingency, capital, Measure GG and cash reserves.

Unassigned fund balance is the residual classification for the City's fund balance and includes all spendable amounts not contained in the other classifications. This category also provides the resources necessary to meet unexpected expenditures and revenue shortfalls. The general fund is the only fund that reports a positive unassigned fund balance amount. In other governmental funds it is not appropriate to report a positive unassigned fund balance amount. However, in governmental funds other than the general fund, if expenditures incurred for specific purposes exceed the amounts that are restricted, committed or assigned to those purpose, it may be necessary to report a negative fund balance in that fund.

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. Committed amounts cannot be used for any other purpose unless the City Council removes or changes the specific use through the same type of formal action taken to establish the commitment.

The City Council delegates the authority to assign fund balance to the City Manager for purposes of reporting in the annual financial statements.

NOTE 1 REPORTING ENTITY AND SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

The City considers the restricted fund balances to have been spent when expenditure is incurred for purposes for which both unrestricted and restricted fund balance is available. The City considers unrestricted fund balances to have been spent when an expenditure is incurred for purposes for which amounts in any of the unrestricted classifications of fund balance could be used. When expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used, it is the policy of the City to reduce the committed amounts first, followed by assigned amounts, and then unassigned amounts.

Assets, Liabilities and Net Position or Equity

Cash and Investments

For purposes of the statement of cash flows, the City considers cash and cash equivalents as short-term, highly liquid investments that are both readily convertible to known amounts of cash and so near their maturity that they present insignificant risk of changes in value because of changes in interest rates. The City follows the practice of pooling cash and investments of all funds. Since cash and investments are pooled, the City utilizes the assumption that cash and investments in the Enterprise Fund are cash and cash equivalents.

The cash management pool has the general characteristics of a demand deposit account in that the governmental enterprise may deposit additional cash at any time and also effectively may withdraw cash at any time without prior notice or penalty.

Investments for the City are reported at fair value. The current year changes in fair value are recognized in the statement of revenue, expenditures and changes in fund balance. Investment in the State Treasurer's Investment Pool operates in accordance with appropriate State laws and regulations. The reported value of the pool is the same as the fair value of the pool shares.

Receivables and Payables

Activities between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due to/from other funds" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the non-current portion of interfund loans). Balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as “internal balances."

Advances between funds, as reported in the fund financial statements, are offset by a fund balance nonspendable account in applicable governmental funds to indicate that they are not available for appropriation and are not expendable available financial resources.

All trade and property tax receivables are shown net of an allowance for uncollectible accounts.

NOTE 1 REPORTING ENTITY AND SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Functional Classifications

Expenditures of the Governmental Funds are classified by function. Functional classifications are defined as follows:

- General Government includes legislative activities which have a primary objective of providing legal and policy guidelines for the City. Also included in this classification are those activities which provide management or support services across more than one functional area.

- Parks, Recreation and Cultural, includes those activities which involve the parks and recreation system.

- Economic development includes those activities which involve community development, planning, building regulation, environmental services, and code enforcement services.

- Public Works includes those activities which involve the maintenance and improvement of City streets, roads and park department development and maintenance.

- Public Safety includes those activities which involve the protection of people and property.

- Capital Outlay includes those activities that account for the acquisition of capital assets and the construction and improvements to city infrastructure.

- Debt Service includes those activities that account for the payment of long-term debt principal, interest and fiscal charges.

Long-term Receivables

Noncurrent portions of long-term receivables due to governmental funds are reported on their balance sheets, in spite of their spending measurement focus. Special reporting treatments are used to indicate that they should not be considered "available spendable resources," because they do not represent net current assets. Noncurrent portions of long-term loans receivable funded by grants are offset by due to grantors.

Inventories, Prepaid Costs and Land Held for Resale

All inventories are valued at cost using the first-in/first-out (FIFO) method. Inventory is equally offset by nonspendable fund balance in the fund level statements, which indicates that it does not constitute "available spendable resources."

NOTE 1 REPORTING ENTITY AND SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements. Prepaids are amortized on a consumption basis. The fund balances in the governmental fund types have been classified as nonspendable for amounts equal to the prepaid items in the fund-level statements, since these amounts are not available for appropriation.

Land held for resale is recorded at the lower of cost or fair value. Fund balances in the governmental fund type have been classified as nonspendable for amounts equal to the carrying amount of land and buildings held for resale because such assets are not available to finance the City's current operations.

Restricted Assets

Certain proceeds of debt issues, as well as certain resources set aside for their repayment, are classified as restricted assets on the balance sheet because their use is limited by applicable bond covenants. In addition, funds have been restricted for future capital improvements by City resolution.

Capital Assets

Capital assets, which include property, plant, equipment and infrastructure assets (e.g., roads, bridges, sidewalks, rights-of-way, and similar items), are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the City as assets with an initial, individual cost of more than $5,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if not purchased or constructed.

Donated capital assets, donated works of art and similar items, and capital assets received in a service concession arrangement are reported at acquisition value rather than fair value.

In accordance with GASB Statement No. 34, the City has reported general infrastructure assets acquired in the current year and prior years. Bond proceeds utilized in the acquisition of these assets have reduced the investment in capital assets portion of net position.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized cost of the assets constructed.

NOTE 1 REPORTING ENTITY AND SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

The provision for depreciation of capital assets of the primary government, as well as the component units, is calculated using the straight-line method over the following estimated useful lives:

Assets	Years
Buildings	20 - 40
Improvements	10 - 50
Infrastructure	7 - 100
Machinery and equipment	5 - 35
Water lease rights	50

Deferred Outflows and Inflows of Resources

Pursuant to GASB Statement Nos. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position, and 65, Items Previously Reported as Assets and Liabilities*, the City recognizes deferred outflows and inflows of resources. A deferred outflow of resources is defined as a consumption of net position by the government that is applicable to a future reporting period. A deferred inflow of resources is defined as an acquisition of net position by the government that is applicable to a future reporting period. Refer to Note 15 for the list of deferred outflows and deferred inflows of resources the City has recognized as of June 30, 2019.

Compensated Absences

Vacation pay is payable to employees at the time a vacation is taken or upon termination of employment. Normally, an employee cannot accrue more than one and one-half times his regular annual entitlement. Sick leave is payable when an employee is unable to work because of illness. Upon termination, an employee will forfeit any unused sick leave. Upon retirement, one-half to a maximum of 800 hours is paid to the employee and the remaining one-half is credited to service retirement. Typically, the City liquidates its compensated absences with general fund resources.

Long-term Obligations

In the government-wide financial statements and proprietary fund types fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities or proprietary fund type statement of net position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the effective Interest method. Bonds payable are reported net of applicable bond premium or discount. In accordance with GASB Statement No. 65, bond issuance costs are reported as expenditures during the year they were incurred and paid.

NOTE 1 REPORTING ENTITY AND SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Long-term Obligations (Continued)
In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

Pensions
For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the City's California Public Employees' Retirement System (CalPERS) plan and Public Agency Retirement Services (PARS) Retirement Enhancement plan (Plans) and additions to/deductions from the Plans' fiduciary net position have been determined on the same basis as they are reported by CalPERS and PARS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Implementation of New Accounting Pronouncements
During the fiscal year ended June 30, 2019, the City adopted the following new Statements of the Governmental Accounting Standards Board (GASB):

GASB statement No. 83
In November 2016, the Governmental Accounting Standards Board (GASB) issued Statement No. 83, *"Certain Asset Retirement Obligations."* This Statement is effective for financial statements for fiscal year beginning after June 15, 2018 and did not impact the City.

GASB statement No. 88
In March 2018, the Governmental Accounting Standards Board (GASB) issued Statement No. 88*, "Certain Disclosures Related to Debt, Including Direct Borrowings and Direct Placements*." The requirements of this Statement are effective for financial statements for the period beginning after June 15, 2018. The Statement's objective is to improve the information that is disclosed in notes to government financial statements related to debt, including direct borrowings and direct placements. It also clarifies which liabilities governments should include when disclosing information related to debt. Accordingly, the City has updated the debt disclosures to comply with the requirements of this new Statement.

NOTE 2 STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

General Budget Policies

The City Council approves each year's budget submitted by the City Manager prior to the beginning of the new fiscal year. Public comments are received prior to its adoption by the Council. Supplemental appropriations, where required during the period, are also approved by the Council and City Manager. Intradepartmental budget changes are approved by the City Manager. In most cases, expenditures may not exceed appropriations at the department level, which is the legal level of control. During the year, several supplementary appropriations were necessary. At fiscal year-end, all unencumbered appropriations lapse.

Budget Basis of Accounting

Budgets for governmental funds are adopted on a basis which differs from generally accepted accounting principles (GAAP). The Budget Comparison Statements and Budgetary Comparison Schedules present comparisons of the legally adopted budget with actual data on the budgetary basis. The difference between the budgetary basis and GAAP are presented on the same financial statements. Individual amendments were not material in relation to the original appropriations.

Annual budgets are required to be adopted for the General Fund, Special Revenue Funds, Debt Service Funds and Certain Capital Projects Funds. Although budgets are legally adopted for the City's Proprietary Funds, there is no legal requirement for the fiscal year results to be reported to City Council. Therefore, no budgetary reporting for the Proprietary Funds has been presented in the accompanying financial statements.

At June 30, 2019, the following funds had deficit fund balances or net position:

Special Revenue Funds	
Transportation Development Act Fund	$ (14,717)
Children's Lunch Program	(16,930)
NPDES Impact Fee	(193,720)
Miscellaneous Grants	(1,507,651)
Internal Service Fund	
Self-Insurance	(15,910,124)
Enterprise Fund	
Water Fund	(9,626,379)

Management expects that the fund deficits will be covered from future revenues and transfers from the General Fund.

NOTE 2 STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY (CONTINUED)

Excess of Expenditures Over Appropriations
Expenditures exceeded appropriation for the following functions:

	Expenditures	Appropriations	Excess
Special Programs			
Public Safety	$ 23,893	$ -	$ 23,893
Older American Act			
Parks, recreation and cultural	67,995	60,600	7,395

NOTE 3 CASH AND INVESTMENTS

As of June 30, 2019, cash and investments were reported in the accompanying financial statements as follows:

	Cash and Investments	Cash and Investments with Fiscal Agent	Total
Governmental activities	$ 71,732,944	$ 8,424,498	$ 80,157,442
Business-type activities	13,088,536	7,254,671	20,343,207
Fiduciary funds	4,937,734	1,439,902	6,377,636
Total Cash and Investments	$ 89,759,214	$ 17,119,071	$ 106,878,285

Cash and investments at June 30, 2019, consisted of the following:

Cash on hand	$ 12,200
Deposits with financial institutions	8,057,867
Deposits with escrow	1,439,605
Investments	97,368,613
Total Cash and Investments	$ 106,878,285

The City of El Monte maintains a cash and investment pool that is available for use by all funds. Each fund type's position in the pool is reported on the combined balance sheet as cash and investments. The City has adopted an investment policy, which authorizes it to invest in various types of investment securities.

Deposits
At June 30, 2019, the carrying amount of the City's deposits was $8,057,867 and the bank balance was $8,952,304. The $894,437 difference represents outstanding checks, deposits in transit and other reconciling items.

NOTE 3 CASH AND INVESTMENTS (CONTINUED)

The California Government Code requires California financial institutions to secure a City's deposits by pledging government securities with a value of 110% of a City's deposits. California law also allows financial institutions to secure City deposits by pledging first trust deed mortgage notes having a value of 150% of a City's total deposits. The City Treasurer may waive the collateral requirement for deposits which are fully insured up to $250,000 by the FDIC. The collateral for deposits in federal and state chartered banks is held in safekeeping by an authorized Agent of Depository recognized by the State of California Department of Banking. These securities are physically held in an undivided pool for all California public agency depositors. Under Government Code Section 53655, the placement of securities by a financial institution with an "Agent of Depository" has the effect of perfecting the security interest in the name of the local governmental agency. Accordingly, all collateral held by California Agents of Depository are considered to be held for, and in the name of, the local governmental agency.

Investments Authorized by the California Government Code and the City's Investment Policy

The table below identifies the investment types that are authorized for the City by the California Government Code (or the City's investment policy, where more restrictive). The table also identifies certain provisions of the California Government Code (or the City's investment policy, where more restrictive) that addresses interest rate risk, credit risk, and concentration of credit risk.

Authorized Investment Type	Maximum Maturity	Maximum Percentage of Portfolio	Maximum Investment in One Issuer
Local Agency Bonds	5 years	20%	5%
U.S. Treasury Obligations	5 years	None	30%
Registered State (CA) warrants or treasury notes or bonds	5 years	20%	5%
Other State of California local agency bonds, notes, warrants, or other evidences of indebtedness	5 years	10%	5%
U.S. Agency Securities	5 years	None	40%
Banker's Acceptances	180 days	40%	5%
Commercial Paper	270 days	25%	5%
Negotiable Certificates of Deposit	360 days	25%	5%
Repurchase Agreements	1 year	30%	5%
Reverse Repurchase Agreements	90 days	20%	None
Securities Lending	90 days	20%	None
Medium-Term Notes	5 years	30%	5%
Mutual Funds	N/A	None	None
Local Agency Investment Fund (LAIF)	N/A	None	None
Time Certificates of Deposit	1 year	None	None

Investments Authorized by Debt Agreements

The above investments do not address investment of debt proceeds held by a bond trustee. Investments of debt proceeds held by a bond trustee are governed by provisions of the debt agreements, rather than the general provisions of the California Government Code or the City's investment policy.

NOTE 3 CASH AND INVESTMENTS (CONTINUED)

Investments in State Investment Pool

The City is a voluntary participant in the Local Agency Investment Fund (LAIF) that is regulated by California Government Code Section 16429 under the oversight of the Treasurer of the State of California. LAIF is overseen by the Local Agency Investment Advisory Board, which consists of five members, in accordance with State statute. The State Treasurer's Office audits the fund annually. The fair value of the portion in the investment pool is the same as the value of the pool shares.

Custodial Credit Risk

The custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty to a transaction, a government will not be able to recover the value of investment or collateral securities that are in the possession of an outside party. As of June 30, 2019, none of the City's deposits or investments were exposed to custodial credit risk.

Concentration of Credit Risk

The City's investment policy imposes restrictions for certain types of investments with any one issuer to 5% of the total investment pool. Investments guaranteed by the U.S. government and investments in mutual funds and external investment pools are excluded from this requirement. As of June 30, 2019, there were no investments in any one issuer (other than U.S. Treasury securities, mutual funds, and external investment pools) that represent 5% or more of total City investments.

Interest Rate Risk

The City's investment policy limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates. The City’s investment policy states that, with the exception of the investment of bond proceeds and LAIF, investments may not exceed five years in maturity. Any investment which exceeds five years in maturity shall require authorization by City council prior to purchase. The City has elected to use the segmented time distribution method of disclosure for this interest rate risk.

NOTE 3 CASH AND INVESTMENTS (CONTINUED)

As of June 30, 2019, the City had the following investments and original maturities:

	Investment Maturity (in Years)			
Investment Type	Total	Less than 1 year	1 to 3 Years	3 to 5 Years
Local Agency Investment Fund	$ 62,606,987	$ 62,606,987	$ -	$ -
Federal Govt Obligation Money Market Fund (GOFXX)	1,162,462	1,162,462	-	-
Daimler Finance North America	311,346	311,346	-	-
Goldman Sachs Group, Inc	504,780	-	504,780	-
Harley Davidson Financial Services	199,226	199,226	-	-
Jackson Nat'l Life	179,863	179,863	-	-
JP Morgan Chase	501,745	-	501,745	-
Macquarie Grp Ltd Sr Mtn	251,458	251,458	-	-
Manuf&Traders Trust Co	399,968	399,968	-	-
Morgan Stanley	503,025	-	503,025	-
US Treasury Note	7,586,930	7,586,930	-	-
US Treasury Note/Bond	6,977,746	2,743,293	2,981,075	1,253,378
Wells Fargo and Co	503,610	-	-	503,610
Held by Fiscal Agents:				
Held by Fiscal Agents	15,679,467	15,679,467	-	-
Total	$ 97,368,613	$ 91,121,000	$ 4,490,625	$ 1,756,988

Disclosures Relating to Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Presented below is the minimum rating required by (where applicable) the California Government Code, the City's investment policy, or debt agreements, and the actual rating as of year-end for each investment type.

		Minimum		Rating		
Investment Type	Amount	Legal Rating	Not Rated	AA+	A2	A3
Local Agency Investment Fund	$ 62,606,987	N/A	$ 62,606,987	$ -	$ -	$ -
Federal Govt Obligation Money Market Fund (GOFXX)	1,162,462	N/A	1,162,462	-	-	-
Daimler Finance North America	311,346	A	-	-	-	311,346
Goldman Sachs Group, Inc	504,780	A	-	-	-	504,780
Harley Davidson Financial Services	199,226	A	-	-	-	199,226
Jackson Nat'l Life	179,863	A	-	-	-	179,863
JP Morgan Chase	501,745	A	-	-	501,745	-
Macquarie Grp Ltd Sr Mtn	251,458	A	-	-	-	251,458
Manuf&Traders Trust Co	399,968	A	-	-	-	399,968
Morgan Stanley	503,025	A	-	-	-	503,025
US Treasury Note	7,586,930	A	-	7,586,930	-	-
US Treasury Note/Bond	6,977,746	A	-	6,977,746	-	-
Wells Fargo and Co	503,610	A	-	-	503,610	-
Held by Fiscal Agents:		A	-	-	-	-
Held by Fiscal Agents	15,679,467	N/A	15,679,467	-	-	-
Total	$ 97,368,613		$ 79,448,916	$ 14,564,676	$ 1,005,355	$ 2,349,666

NOTE 3 CASH AND INVESTMENTS (CONTINUED)

Fair Value Measurement

The City implemented GASB Statement No. 72, *Fair Value Measurement and Application*. GASB 72 establishes a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The City categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset.

- Level 1 inputs are quoted prices for identical assets or liabilities in active markets that government can access at the measurement date.
- Level 2 inputs are other than quoted prices included in Level 1 that are observable for an asset or liability, either directly or indirectly.
- Level 3 inputs are unobservable inputs for an asset or liability.

Investment Type	Amount	Quoted Prices in Active Markets for Identical Assets (Level 1)	Fair Value Measurement Using Significant other Observable Inputs (Level 2)
Federal Govt Obligation Money Market Fund (GOFXX)	$ 1,162,462	$ 1,162,462	$ -
Daimler Finance North America	311,346	311,346	-
Goldman Sachs Group, Inc	504,780	504,780	-
Harley Davidson Financial Services	199,226	199,226	-
Jackson Nat'l Life	179,863	179,863	-
JP Morgan Chase	501,745	501,745	-
Macquarie Grp Ltd Sr Mtn	251,458	251,458	-
Manuf&Traders Trust Co	399,968	399,968	-
Morgan Stanley	503,025	503,025	-
US Treasury Note	7,586,930	7,586,930	-
US Treasury Note/Bond	6,977,746	6,977,746	-
Wells Fargo and Co	503,610	503,610	-
Held by Fiscal Agents:			-
Money Market Funds	15,679,467	-	15,679,467
Sub-total	34,761,626	$ 19,082,159	$ 15,679,467
Uncategorized:			
Local Agency Investment Fund	62,606,987		
Total	$ 97,368,613		

For Level 2 investments, the City and the third-party trustees that hold the City's assets utilize the Market Approach in valuing the investment portfolio through the use of a pricing service that utilized matrix pricing. The market approach utilizes prices and other relevant data from market transactions for similar assets.

NOTE 4 LONG-TERM RECEIVABLES

As of June 30, 2019, the following loans receivable were outstanding:

Pacific Place Expansion Project		$ 4,009,037
Singing Wood Senior Housing		2,368,129
First Time Homebuyer Loans		593,000
San Gabriel Valley Habitat for Humanity, Inc.		300,000
Various Housing Deferred Loans and Other Assistance		5,988,727
Mercy Housing, California - Veterans Village Project		
Authority HOME Funds Loan	$ 400,000	
Site Acquisition Loan	288,854	
Special Development Loan	350,000	1,038,854
Mercy Housing, California - Family Veterans Project		
HOME Development Project Loan	1,272,155	
Development Project Mitigation Loan	177,845	1,450,000
Tyler Court Associates, L.P.		
Property Acquisition Loan	610,000	
HOME Project Loan	712,264	
Project Capital Fee Loan	308,987	1,631,251
El Monte Housing Partners LP		
Site Acquisition Loan	4,500,000	
HOME Project Loan	2,500,000	
Project Capital Fee Loan	1,410,673	
Predevelopment Loan	1,500,000	9,910,673
Hollywood Community Housing Corporation		358,618
TELACU Housing-El Monte II, Inc.		125,000
TDF Senior Housing		
Special Construction Loan	441,595	
Project Gap Loan	1,086,835	
Long-term Project Note	496,002	2,024,432
		29,797,721
Allowance for doubtful accounts		(17,212,626)
Total		$ 12,585,095

Allowance for doubtful accounts was provided for certain borrowers for which full collection is uncertain.

Pacific Place Expansion Project
On September 14, 2005, the City of El Monte provided a loan to JT LLC for the Pacific Place Expansion Project. Principal payments are due annually beginning July 15, 2007, and range from $130,000 to $340,000 over the term of the loan which ends March 14, 2023. Interest payments on this note are due in quarterly installments on the first day of every calendar year quarter at a rate equal to the rate payable by the City to HUD. No payment was received during the fiscal year 2018-2019.

NOTE 4 LONG-TERM RECEIVABLES (CONTINUED)

Singing Wood Senior Housing
On July 15, 2002, the City provided a loan to Singing Wood Senior Housing, a California Limited Partnership, in the amount of $650,000. Interest is to accrue on the loan at the rate of 3% per annum until the loan is paid in full. Annual payments are to commence on or before April 15 of the first full year after the first residential unit is rented and continue on April 15 each year thereafter until all principal and interest accrued thereon has been repaid. The annual payment shall be derived from 50% of annual residual receipts derived from the operation of the project. All outstanding indebtedness, including interest, must be repaid in full at the end of the 30-year term of the loan.

In addition, the former El Monte Community Redevelopment Agency provided a loan to Singing Wood Senior Housing, a California Limited Partnership, in the amount of $440,143. Interest is to accrue on the loan at the rate of 3% per annum until the loan is paid in full. Annual payments are to commence on or before April 15 of the first full year after the first residential unit is rented and continue on April 15 each year thereafter until all principal and interest accrued thereon has been repaid. The annual payment shall be generated from 50% of annual residual receipts generated from the operation of the project. All outstanding indebtedness, including interest, must be repaid in full at the end of the 30-year term of the loan.

The City provided an additional loan from HOME program funds amounting to $500,000 to assist Singing Wood Senior Housing to acquire certain real property and construct affordable senior citizen rental housing. The loan bears an interest rate of 1%. An additional $175,000 loan, which bears an interest of 3% was provided. Annual payments are to commence on or before April 15 of the first full year after the first residential unit is rented and after the repayment in full by Singing Wood Senior Housing of its loans from the former Community Redevelopment Agency of the City of El Monte amounting to $440,143 and the CDBG loan amounting to $650,000, and continue on April 15 each year thereafter until all principal and interest accrued thereon has been repaid. The annual payment shall be derived from 50% of annual residual receipts derived from the operation of the project. All outstanding indebtedness, including interest, must be repaid in full at the end of the 55-year term of the loan.

First-time Homebuyer Program and Various Deferred Loans
Housing loans receivable consist of low interest and no interest home assistance loans which are due and payable in full when the borrower's legal interest in the property, which is security for the loan, is sold, transferred or conveyed.

San Gabriel Valley Habitat for Humanity, Inc.
On December 5, 2000, the San Gabriel Valley Habitat for Humanity executed a promissory note amounting to $300,000 in accordance with an affordable housing agreement related to 2504 Burkett Road property. The note is secured by a deed of trust.

NOTE 4 LONG-TERM RECEIVABLES (CONTINUED)

Mercy Housing California - Veterans Village Project
The El Monte Housing Authority entered into a disposition and development agreement with Mercy Housing California on November 1, 2011, related to the construction of Mercy Housing Veterans Affordable Rental Housing Community Initiative Project. As part of the Authority's financial assistance, the Authority provided a loan in the amount of $400,000 as an Authority HOME Funds loan on December 1, 2012. The proceeds of the loan were used to pay portion of the site purchase of $700,000. The Authority provided a second loan amounting to $300,000 as a Site Acquisition Loan to be used to pay the remaining portion of the purchase price. The Authority provided a third loan amounting to $350,000 as a Special Development Loan to be used to pay for the development project capital fees. Mercy Housing executed a non-interest bearing promissory note for each loan for a term of 55 years. The promissory notes are payable from 50% of the residual receipts of the housing project.

Mercy Housing California - Family Veterans Project
The El Monte Housing Authority entered into a disposition and development agreement with Mercy Housing California on October 14, 2015, related to the construction of Mercy Housing Family Veterans Affordable Rental Housing Project. As part of the Authority's financial assistance, the Authority provided a HOME Development Project Loan in the amount of $1,272,155 on December 14, 2017. The proceeds of the loan were used to acquire the land and improve an affordable rental housing development project. The Authority provided a second loan, the Development Project Mitigation Fee Loan amounting to $177,845. Mercy Housing executed promissory notes for each loan bearing 2% interest for a term of 57 years. The promissory notes are payable from not less than 12.51% of the residual receipts of the housing project.

Tyler Court Associates, L.P.
The El Monte Housing Authority entered into a disposition and development agreement with Tyler Court Associates, L.P. on March 20, 2012, related to the sale of 3348 Tyler Avenue in El Monte, California 91731 and subsequent construction of 20 units of senior affordable rental units, known as Tyler Court Apartments. The Authority sold the site to Tyler Court Associates, L.P. for $610,000 in the form of a loan from the Authority. To enable the construction of the project, the Authority provided a HOME Project Loan amounting to $712,164 and a Project Capital Fee Loan amounting to $308,987. These loans were evidenced by three promissory notes bearing interest of 2% simple interest which shall accrue and be payable to the Authority on the outstanding principal balance of the note. Installment payments of principal and interest shall be payable from 50% of residual receipts of the project on or before 90 days after the end of the project accounting year. The notes and the remaining principal balance and all accrued and unpaid interest shall be due and payable after 55 years.

NOTE 4 LONG-TERM RECEIVABLES (CONTINUED)

El Monte Housing Partners LP

The City entered into an affordable rental project acquisition and financing agreement with El Monte Housing Partners LP on September 25, 2013 for purposes of the Gateway Phase 1A Housing, a HOME Investment Partnership Program (HOME) – funded activity that would result in the development of a 132 unit workforce family housing building and amenities (the "Jamboree Project" To enable the construction of the project, the City provided a HOME Project Loan amounting to $2,500,000, Site Acquisition Loan amounting to $4,500,000 and a Project Capital Fee Loan amounting to $1,410,673. In December 31, 2013, the City provided a Predevelopment Loan amounting to $1,500,000. These loans were evidenced by four promissory notes bearing a rate of 2% simple interest which shall accrue and be payable to the City on the outstanding principal balance of the note. Installment payments of principal and interest shall be payable from 50% of residual receipts of the project on or before 90 days after the end of the project accounting year. The notes and the remaining principal balance and all accrued and unpaid interest shall be due and payable after 55 years.

Hollywood Community Housing Corporation

The City provided an affordable rental housing development loan to Hollywood Housing Corporation (HCHC) in support of the development of a forty-nine unit apartment complex on the property generally located at 4704-4716 Peck Road, El Monte California, 91732 in the amount of $358,618 to finance a portion of the total cost of the Project on December 1, 2016. The proceeds of the loan were used and applied by HCHC solely to pay certain development project fees assessed to the project by the City as follows: (1) public park impact mitigation fees in the amount of $270,480; and (2) an art in public places fee in the amount of $88,137. The loan was evidenced by an HCHC promissory note, secured by a deed of trust and bearing a rate of 2% simple interest which shall accrue and be payable to the City on the outstanding principal balance of the note. Installment payments by HCHC to the City shall be made annually from the available residual receipts of the project beginning on the June 30 following the date when the City issues a certificate of occupancy for the completed project and on each June 30 thereafter, through and until the maturity of the note. The principal and accrued interest payable on the loan shall be due and payable on the earlier of (i) 55 years from the date of the note; (ii) the sale or other transfer of the Property by HCC, or (iii) refinancing of the Property by HCHC.

TELACU Housing-El Monte II, Inc.

The City entered into an agreement with TELACU Housing-El Monte II, Inc. (TELACU) to develop and operate a senior housing complex consisting of 70 affordable senior housing units known as TELACU-El Monte. The City provided $125,000 HOME funds assistance to aid in the construction of the project and to defray a portion of the cost of construction on February 8, 1999. The City's HOME funds shall be reimbursed to the City by TELACU and shall be due and payable immediately if the project, or any portion thereof or interest therein, is sold, transferred, assigned or refinanced without prior written consent of the City; provided however, that during the term that HUD holds a security interest in the site under the HUD Section 202 Capital Advance Documents, the foregoing shall not apply to a transfer to HUD or to a transferee approved by HUD. In the event the project is

NOTE 4 LONG-TERM RECEIVABLES (CONTINUED)

TELACU Housing-El Monte II Inc. (Continued)
acquired by any entity which is not a HUD permitted transferee, the outstanding principal balance of City's HOME funds shall be repaid to the City together with interest thereon at the rate equal to the then Federal Default Rate per annum commencing on the date of the sale or transfer of the project. Any such repayment during the term of the HUD Capital Advance Documents shall be from residual receipts as defined by HUD, provided that an approval has been obtained from HUD for such repayment. The right of the City to recover the amount of the HOME Funds shall be in existence for 40 years from the date of issuance of the Certificate of Completion for the Project.

TDF Senior Housing
The "Original Project Gap Loan" was approved on January 1, 2003. The Long-term Project Note" and the "Special Construction Loan" were originated in March 2004. The notes bear interest at 5% for a term of 45 years. On February 5, 2015, the City and TDF Senior Housing entered into an agreement affirming principal and interest owed by TDF on its loans.

Capital lease receivable
A lease receivable is recorded in the City's General Fund. The lease is the remainder due to the City from the sale of the water rights to the Water Authority. The Water Authority is obligated to pay this lease from surplus revenues over the 50-year life of the lease ending September 1, 2049. Payments vary with the level of surplus revenues. There were no surplus revenues for the year ended June 30, 2019. The balance of the lease at June 30, 2019 is $17,977,364. The lease receivable and capitalized lease obligation have been eliminated similar to internal balances in the government-wide statement of net position.

NOTE 5 LAND HELD FOR RESALE

The carrying amount of land is reported at cost which approximates fair value. As of June 30, 2019, the details of the City's investment in land held for resale are as follows:

General Fund	$ 138,266
Housing and Community Development Fund	420,000
Housing Asset Fund	1,504,095
	$ 2,062,361

NOTE 6 CAPITAL ASSETS

Capital asset activity for the year ended June 30, 2019:

Governmental Activities	Beginning Balance (Restated)	Increases	Decreases	Ending Balance
Capital assets not being depreciated:				
Land	$ 74,442,896	$ -	$ -	$ 74,442,896
Rights-of-way	266,801,532	-	-	266,801,532
Construction-in-progress	3,787,927	2,721,237	3,365,034	3,144,130
Total capital assets not being depreciated	345,032,355	2,721,237	3,365,034	344,388,558
Capital assets being depreciated:				
Land improvements	13,316,637	-	-	13,316,637
Structures and improvements	42,926,550	-	-	42,926,550
Machinery and equipment	24,267,799	1,290,153	51,964	25,505,988
Infrastructure	134,490,864	3,365,034	55,000	137,800,898
Total capital assets being depreciated	215,001,850	4,655,187	106,964	219,550,073
Less accumulated depreciation:				
Land improvements	7,802,886	347,417	-	8,150,303
Structures and improvements	17,988,555	1,138,727	-	19,127,282
Furniture and equipment	17,805,458	1,543,376	51,964	19,296,870
Infrastructure	69,315,078	3,069,166	-	72,384,244
Total accumulated depreciation	112,911,977	6,098,686	51,964	118,958,699
Capital assets being depreciated, net	102,089,873	(1,443,499)	55,000	100,591,374
Governmental activities capital assets, net	$ 447,122,228	$ 1,277,738	$ 3,420,034	$ 444,979,932

Depreciation expense was charged to functions of the primary government as follows:

Governmental Activities:	
General government	$ 1,855,990
Parks, recreation and cultural	225,130
Economic development	458,057
Public works	882,283
Public safety	2,677,226
Total	$ 6,098,686

NOTE 6 CAPITAL ASSETS (CONTINUED)

In accordance with and as allowed by GASB Statement No. 34, the City capitalizes and reports general infrastructure assets acquired in the current year and prior years. Infrastructure assets recorded in prior years as part of implementing GASB Statement No. 34 included rights-of-way which amounted to $266,801,532.

Business-type Activities	Beginning Balance (Restated)	Increases	Decreases	Ending Balance
Capital assets not being depreciated:				
Land	$ 310,748	$ -	$ -	$ 310,748
Construction-in-progress	776,674	697,710	-	1,474,384
Total capital assets not being depreciated	1,087,422	697,710	-	1,785,132
Capital assets being depreciated:				
Water rights	34,152,450	-	-	34,152,450
Structures and improvements	734,410	-	-	734,410
Land improvements	3,150,074	-	-	3,150,074
Machinery and equipment	6,018,918	157,300	-	6,176,218
Infrastructure	25,248,499	-	-	25,248,499
Total capital assets being depreciated	69,304,351	157,300	-	69,461,651
Less accumulated depreciation:				
Water rights	12,977,931	683,049	-	13,660,980
Structures and improvements	232,470	13,978	-	246,448
Land improvements	2,621,842	43,417	-	2,665,259
Furniture and equipment	3,657,598	413,613	-	4,071,211
Infrastructure	12,074,294	544,961	-	12,619,255
Total accumulated depreciation	31,564,135	1,699,018	-	33,263,153
Capital assets being depreciated, net	37,740,216	(1,541,718)	-	36,198,498
Business-type activities capital assets, net	$ 38,827,638	$ (844,008)	$ -	$ 37,983,630

Depreciation expense was charged to functions of the primary government as follows:

Business-type Activities:	Amount
Water Fund	$ 1,085,851
Sewer Fund	613,167
Total	$ 1,699,018

NOTE 7 INTERFUND RECEIVABLE, PAYABLE AND TRANSFERS

The composition of interfund balances as of June 30, 2019, is as follows:

Advances To/From Other Funds

Advances From Other Funds	Advances To Other Funds Internal Service Fund
General Fund	$ 300,000
	$ 300,000

The amount owed by the Internal Service Fund to the General Fund was due to temporary deficit cash balance in the Self Insurance Fund, which the City expects to eliminate with future revenues.

Interfund Transfers

	Tranfers In					
Tranfers Out:	General Fund	Housing and Community Development	Nonmajor Governmental Funds	Total Governmental Funds	Internal Service Funds	Total
Governmental Funds:						
General Fund	$ -	$ -	$ 954,719	$ 954,719	$ 100,000	$ 1,054,719
Nonmajor governmental funds	3,218,777	-	-	3,218,777	-	3,218,777
Business-type funds:				-		
Sewer Fund	-	-	-	-	100,000	100,000
	$ 3,218,777	$ -	$ 954,719	$ 4,173,496	200,000	$ 4,373,496

For record-keeping purposes, the City accounts for its Gas Tax monies in a separate fund. Each year, the City transfers these monies into the General Fund to fund allowable projects. In fiscal year 2018-2019, the City transferred $3.2 million from its special revenue funds (nonmajor governmental funds) into its General Fund. The City also transfers $910,800 from the General Fund to Storm Drain Fund to fund deficits in the Storm Drain Fund during fiscal year 2018-2019.

NOTE 8 ADVANCES TO THE FORMER COMMUNITY REDEVELOPMENT AGENCY

During the previous fiscal years, the City of El Monte made loans to the former Redevelopment Agency. These loans provided for interest at rates up to 12% per annum depending upon when the loan was initiated.

In June 2011, AB X1 26 dissolved the former Redevelopment Agency, effective (after some litigation on the matter) February 1, 2012. As part of the dissolution process set forth in that bill and a later bill clarifying and modifying the terms of the dissolution (Assembly Bill 1484, adopted in June 2012), the existing loan from the City to the Agency was considered by the Department of Finance to be unenforceable. The successor agency to the former redevelopment agency has sought reconsideration by the Department of Finance as to the enforceability of the loan. With the issuance of Findings of Completion to the Successor Agency in April 2013, the Department of Finance allowed the inclusion of the loan agreements between the former Redevelopment Agency and the City on the Recognized Obligation Payment Schedule (ROPS), as an enforceable obligation, provided the Oversight Board makes a finding that the loan was for legitimate redevelopment purposes per HSC Section 34191.4(b)(1). During fiscal year 2019, the Successor Agency recorded interest on the loans amounting to $765,661. Because of the uncertainty as to when the former Redevelopment Agency will have excess property tax distribution to pay for the loan, the full amount of the loan of $42.8 million (including $14.8 million of adjusted accrued interest) has been reserved as potentially uncollectible as of June 30, 2019. (See Note 17).

NOTE 9 LONG-TERM DEBT

Governmental Activities

The following is a schedule of changes in long-term debt for the fiscal year ended June 30, 2019:

	Balance at July 1, 2018 (Restated)	Additions	Retirements	Balance at June 30, 2019	Amount due within one Year
Other debt:					
2010 Lease revenue bonds	$ 16,960,000	$ -	$ 415,000	$ 16,545,000	$ 435,000
Certificates of Participation Series 2013A	470,000	-	470,000	-	-
Notes and loans payable	1,949,000	-	406,000	1,543,000	337,000
Accrued compensated absences	6,654,691	2,718,879	2,361,377	7,012,193	1,753,048
Net pension liability	152,211,966	43,268,387	60,765,066	134,715,287	-
Net OPEB liability	105,420,521	6,447,488	15,897,356	95,970,653	-
Claims and judgments	15,515,732	2,939,331	2,974,853	15,480,210	3,573,807
	$ 299,181,910	$ 55,374,085	$ 83,289,652	271,266,343	$ 6,098,855
Unamortized bond discount	(334,055)			(334,055)	
Unamortized bond premium	5,212			-	
	$ 298,853,067			$ 270,932,288	

NOTE 9 LONG-TERM DEBT (CONTINUED)

The City has no available, unused lines of credit.

There are no assets pledged as collateral for debt.

The General Fund and Enterprise Funds have been used in prior years to liquidate the pension liability and net OPEB liability.

Agency Cooperation Agreement and the Taxable Lease Revenue Bond Payable
The El Monte Public Financing Authority has issued taxable lease revenue bonds on behalf of the City of El Monte, part of the proceeds of which were loaned to the former Redevelopment Agency to finance certain redevelopment activities. The Taxable Recovery Zone Economic Development Lease Revenue Bonds, Series 2010A and the Taxable Lease Revenue Build America Bonds, Series 2010B were issued on December 13, 2010 to provide funds to the Agency to (1) finance the acquisition and development of the City of El Monte Maintenance Yard Facility; (2) fund reserve account; (3) pay for cost of issuance.

These bonds are special obligations of the Authority payable from and secured by revenues consisting primarily of amounts payable by the City under the Lease Agreement.

The 2010 Lease Revenue Bonds are backed by a City General Fund pledge, which shall be payable from any source of available funds to the City. However, the bonds were structured with 2 primary sources of revenue (lease payments) and Federal Direct payments:

1. Agency Cooperation Agreement – The former Redevelopment Agency pays for a portion of the costs to acquire and construct the project in the form of annual lease payments, summarized below:
    - $245,000 from the Northwest project area
    - $485,000 from the Valley/Durfee project area

2. City Enterprise Sublease Agreement – The City Water Enterprise and City Sewer Enterprise will lease a portion of the property from the City, and shall make sublease payments to the City Debt Service Fund to be applied by the City for the payment of the lease payments as follows:
    - $200,000 Water Enterprise Fund
    - $300,000 Sewer Enterprise Fund

The Agency Cooperation Agreement provides that the Agency may incur bonded indebtedness superior to any Agency obligation under the Agency Cooperation Agreement.

If the City defaults on its obligations to make lease payments, the Trustee, as assignee of the Authority, has the right to accelerate lease payments.

NOTE 9 LONG-TERM DEBT (CONTINUED)

$14,790,000 – Taxable Recovery Zone Economic Development Lease Revenue Bonds, Series 2010A

The following schedule illustrates the debt service requirements to maturity for the bonds as of June 30, 2019:

Year Ending June 30,	2010 Lease Revenue Bonds Series A	
	Principal	Interest
2020	$ -	$ 1,318,263
2021	-	1,318,263
2022	-	1,318,263
2023	120,000	1,318,263
2024	530,000	1,307,763
2025-2029	3,050,000	5,798,125
2030-2034	3,855,000	4,323,575
2035-2039	4,915,000	2,413,800
20402041	2,320,000	315,900
Total	$ 14,790,000	$ 19,432,213

Note: Net interest is gross interest minus the 45% subsidy from the U.S. Treasury Department pursuant to the "Build America Bonds" program which was created by the American Recovery and Reinvestment Act of 2009. City Management expects approximately $8.7 million of the interest amount to be repaid using the Recovery Zone Economic Development subsidy.

Based on the annual payments expected from the former Redevelopment Agency, City management expects $21.4 million of the above debt to be repaid using the Agency's tax increment revenues.

NOTE 9 LONG-TERM DEBT (CONTINUED)

$4,465,000 – Taxable Lease Revenue Build America Bonds, Series 2010B

The following schedule illustrates the debt service requirements to maturity for the bonds as of June 30, 2019:

Year Ending June 30,	2010 Lease Revenue Bonds Series B	
	Principal	Interest
2020	$ 435,000	$ 134,257
2021	455,000	100,980
2022	480,000	66,172
2023	385,000	29,452
Total	$ 1,755,000	$ 330,861

Note: Net interest is gross interest minus the 35% subsidy from the U.S. Treasury Department pursuant to the "Build America Bonds" program which was created by the American Recovery and Reinvestment Act of 2009. City Management expects approximately $115,802 of the interest amount to be repaid using the Buy America Bonds subsidy.

Based on the annual payments expected from the Agency, City management expects $1.6 million to be repaid using the Agency's tax increment revenues.

2013 Certificates of Participation
On January 14, 2003, the City of El Monte issued $7,310,000 Variable Rate Demand Certificates of Participation Series 2003A and $3,315,000 Taxable Variable Rate Demand Certificates of Participation Series 2003B. Interest on the Series 2003A and 2003B is 2.92% and 4.91%, respectively, and is payable January 1 and July 1 of each year commencing January 1, 2004.

In July 2013, the debt was refinanced through the issuance of $3,125,000 2013 Certificates of Participation, Series A and $1,615,000 Certificates of Participation, Series 2013 B Taxable. Interest on the Series 2013A and 2013B is 3% and 2%, respectively, and is payable January 1 of each year commencing January 1, 2014. The related loss on bond defeasance amounted to $61,744.

Series 2013B was fully paid in 2015 and Series 2013A was fully paid during fiscal year 2018-2019.

NOTE 9 LONG-TERM DEBT (CONTINUED)

Notes and Loans Payable

HUD Section 108 Loan 2008-A (Superstore)
In 2008, the City issued $2,200,000 of U.S. Government Guaranteed Notes, 2008-A to refinance the previously issued Section 108 Loan, Series 1999-A, guaranteed by the Secretary of Housing and Urban Development. The City has pledged as security for repayment of the notes the following:

a. Future entitlements that the City may become eligible for under Section 106 of Title I of the Housing and Community Development Act of 1974; and

b. Program income

The notes mature from 2008 to 2018 and bear varying interest rates. The principal balance was fully paid during fiscal year 2018-2019.

HUD Section 108 Loan 2011-A
On August 9, 2001, the City issued $2,500,000 of U.S. Government Guaranteed Notes, Series 2001-A, guaranteed by the Secretary of Housing and Urban Development.

In November 2011, the notes were refinanced through the issuance of $1,561,000 Guaranteed Notes, Series 2011-A. The U.S. Government Guaranteed Notes, Series 2001-A outstanding balance of $ 1,561,000 were considered defeased. The principal balance outstanding of the Series 2011-A note as of June 30, 2019, was $428,000.

The total debt service payment requirements with respect to the Series 2011-A note are as follows:

	HUD Section 108 Loan 2011-A	
Ending June 30,	Principal	Interest
2020	$ 207,000	$ 7,536
2021	221,000	2,707
Total	$ 428,000	$ 10,243

Upon the Secretary of Housing and Urban Development (HUD) giving notice that the Borrower is in default under this Contract or the Note, all right, title, and interest of the Borrower in and to the Guaranteed Loan Funds and Guaranteed Loan Funds Investment Accounts shall immediately vest in the Secretary for use in making payment on the Note, purchase of Government Obligations in accordance with paragraph 10 of the contract, or payment of any other obligations of the Borrower under this Contract or the Fiscal Agency/Trust Agreements, in each case as elected by the Secretary in his sole discretion.

NOTE 9 LONG-TERM DEBT (CONTINUED)

HUD Section 108 Loan 2015-A

On June 16, 2004, the City issued $2,200,000 of U.S. Government Guaranteed Notes, Series 2004-A, guaranteed by the Secretary of Housing and Urban Development.

In May 2015, the notes were refinanced through the issuance of $1,420,000 Guaranteed Notes, Series 2015-A. The U.S. Government Guaranteed Notes, series 2004-A were considered defeased. The principal balance outstanding of the Series 2015-A note as of June 30, 2019, was $965,000.

The total debt service payment requirements with respect to the loan are as follows:

Ending June 30,	HUD Section 108 Loan 2015-A Principal	HUD Section 108 Loan 2015-A Interest
2020	$ 130,000	$ 22,344
2021	140,000	19,736
2022	150,000	16,588
2023	155,000	12,926
2024	175,000	8,578
2025	215,000	3,064
Total	$ 965,000	$ 83,236

Upon the Secretary of Housing and Urban Development (HUD) giving notice that the Borrower is in default under this Contract or the Note, all right, title, and interest of the Borrower in and to the Guaranteed Loan Funds and Guaranteed Loan Funds Investment Accounts shall immediately vest in the Secretary for use in making payment on the Note, purchase of Government Obligations in accordance with paragraph 10 of the contract, or payment of any other obligations of the Borrower under this Contract or the Fiscal Agency/Trust Agreements, in each case as elected by the Secretary in his sole discretion.

NOTE 9 LONG-TERM DEBT (CONTINUED)

Alameda Corridor East Construction Authority (ACE) Promissory Note

On December 21, 2012, the City, through the El Monte Housing Authority, issued a non-interest bearing Note as evidence of the indebtedness of the Housing Authority to ACE incurred in connection with the purchase by the Housing Authority of certain land from ACE. The purchase price of the property was $700,000 and the first installment payment of $400,000 was paid on December 17, 2012. The remaining $300,000 was secured in the form of a promissory note. The payment of outstanding principal under this Note shall be made as follows:

Ending June 30,	Principal
2022	$ 150,000
Total	$ 150,000

Claims and Judgments

As of June 30, 2019, the City is a party to certain lawsuits. After reviewing these lawsuits with legal counsel, management has estimated the potential claims against the City, not covered by insurance, resulting from such litigation. These claims and judgments are generally liquidated by the Internal Service Fund. At June 30, 2019, the total estimated liability for claims was $15,480,210. (See Note 12).

Business-type Activities

The following is a schedule of changes in long-term debt for the fiscal year ended June 30, 2019:

	Balance at July 1, 2018 (Restated)	Additions	Retirements	Balance at June 30, 2019	Amount due within one Year
Other debt:					
2006 Refunding revenue bonds	$ 14,140,000	$ -	$ 14,140,000	$ -	$ -
Revenue bonds series 2018A	-	18,880,000	-	18,880,000	495,000
Accrued compensated absences	350,639	120,812	146,610	324,841	81,210
Net pension liability (Note 11)	4,578,240	931,960	1,949,803	3,560,397	-
Net OPEB liability (Note 13)	5,548,448	339,341	836,703	5,051,086	-
Capital lease payable	17,977,364	-	-	17,977,364	-
	$ 42,594,691	$ 20,272,113	$ 17,073,116	45,793,688	$ 576,210
Unamortized bond premium	82,456			2,542,462	
	$ 42,677,147			$ 48,336,150	

NOTE 9 LONG-TERM DEBT (CONTINUED)

2006 Refunding Revenue Bonds

In June 2006, the El Monte Water Authority issued $18,805,000 Refunding Revenue Bonds, Series 2006 which are collateralized by net water revenues of the Authority. Interest on the Bonds is payable semi-annually each March 1 and September 1, commencing on March 1, 2007, at rates which range from 3.35% to 5.00%. Principal payments begin September 1, 2007, and continue on September 1 of each year through September 1, 2036, and range from $195,000 to $1,130,000. The proceeds from these Bonds were utilized to refund and defease $12,850,000 in 1999 Revenue Bonds and $5,380,000 in 2001 Revenue Bond Anticipation Notes, to pay the costs of issuance and to establish a reserve fund.

In August 2018, the bonds were refunded through the issuance of $18,880,000 Revenue Bonds Series 2018A. The 2006 Refunding Revenue Bonds, Series 2006 outstanding balance of $14,140,000 were considered defeased.

Revenue Bonds Series 2018A

On August 23, 2018, the El Monte Water Authority has issued $18,880,000 Revenue Bonds Series 2018A to: (i) refund all of the outstanding El Monte Water Authority Refunding Revenue Bonds, 2006 Series; (ii) finance the cost of certain improvements to the City's Water Enterprise; (iii) purchase a municipal bond insurance policy from Build America Mutual Assurance Company to guarantee the scheduled payment of principal of and interest on the 2018 Bonds; (iv) purchase a municipal bond debt service reserve insurance policy from Build America Mutual Assurance Company for deposit in the Reserve Fund; and (v) pay costs of issuance of the 2018 Bonds. The General Fund Advance to the Water Fund (Note 7) was repaid from the proceeds as well.

The reacquisition price was less than the net carrying amount of the old debt by $63,901, which resulted to the recognition of deferred inflow of resources (Note 15).

Under the terms of the Reserve Surety Policy, the Insurer will unconditionally and irrevocably guarantee to pay that portion of the scheduled payments of principal and interest on the 2018 Bonds that becomes due for payment but shall be unpaid by reason of nonpayment by the Authority.

The total debt service payment requirements with respect to above bonds are as follows:

Year Ending June 30,	Revenue Bonds Series 2018A	
	Principal	Interest
2020	$ 495,000	$ 888,175
2021	535,000	867,575
2022	555,000	845,775
2023	570,000	823,275
2024	600,000	796,875
2025-2029	3,475,000	3,492,500
2030-2034	4,440,000	2,506,875
2035-2039	2,650,000	1,588,613
2040-2044	2,440,000	1,096,750
2045-2049	3,120,000	405,000
	$ 18,880,000	$ 13,311,413

NOTE 9 LONG-TERM DEBT (CONTINUED)

Capital lease payable
A lease payable is recorded in the City's Water Fund. The lease is the remainder due to the City from the sale of the water rights to the Water Authority. The Water Authority is obligated to pay this lease from surplus revenues over the 50-year life of the lease ending September 1, 2049. Payments vary with the level of surplus revenues. The balance of the lease at June 30, 2019 is $17,977,364.

NOTE 10 NON-COMMITTAL DEBT

Certificates of Participation, Series 1999
On January 15, 1999, the City issued Certificates of Participation, Series 1999 (Department of Public Social Services Facility) in the amount of $38,690,000. Proceeds of the sale of the certificates were used to finance the acquisition of real property and to construct a Department of Public Social Services building to be occupied by the County of Los Angeles. The balance outstanding on these bonds at June 30, 2019, is $20,865,000. The City is not liable for the repayment of this debt. For this reason, neither the debt nor the related debt service payments are recorded in the City's financial statements.

NOTE 11 DEFINED BENEFIT PENSION PLANS

Public Employees Retirement System (PERS) and Public Agency Retirement System (PARS)

General Information about the Pension Plans

Plan Description

All qualified permanent and probationary employees are eligible to participate in the City's separate Safety (police) and Miscellaneous (all other) Plans, an agent multiple-employer defined benefit pension plan administered by the California Public Employees' Retirement System (CalPERS), which acts as a common investment and administrative agent for its participating member employers. Benefit provisions under the Plan are established by State statute and City resolution. CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website.

Effective July 2000, the City of El Monte entered into a multi-employer agreement with a Public Agency Retirement System (PARS) program, an agent multiple-employer public employee retirement system that acts as a common investment and administrative agent for participating public entities within the State of California. The City participates in CalPERS 2% at 55 retirement plan for miscellaneous employees. PARS provides an addition to CalPERS benefit for a maximum of 3% retirement.

NOTE 11 DEFINED BENEFIT PENSION PLANS (CONTINUED)

Benefits Provided

CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full-sstime employment. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is one of the following: the Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost of living adjustments for each plan are applied as specified by the Public Employees' Retirement Law.

Upon retirement at age 55, PARS plan provides the eligible employees with 1% times their years of service times their highest annual salary. To receive benefits, the miscellaneous employees must be at least 55 years of age, have at least five years full-time employment with the City of El Monte and have terminated his or her employment with the City of El Monte and concurrently retire from PERS. The benefit is equal to a percentage of highest pay multiplied by years of service with the percentage varying by retirement age based on a 3.0% at 55 target offset by CalPERS 2% at 55 formula. The plan does not include a withdrawal benefit, death benefit or disability benefit other than a refund of employee contribution with interest credited at 3% per year. Benefits are increased by 2% annual cost of living adjustments after retirement.

The Plans' provisions and benefits in effect at June 30, 2019, are summarized as follows:

	CalPERs				PARS
	Miscellaneous		Safety		
Hire date	Prior to January 1, 2013	On or after January 1, 2013	Prior to January 1, 2013	On or after January 1, 2013	Prior to July 1, 2008
Benefit formula	2% @ 55	2% @ 62	3% @ 50	2.7% @ 57	1% @ 55
Benefit vesting schedule	5 years service	5 years service	5 years service	5 years service	5 years service
Benefit payments	monthly for life	monthly for life	monthly for life	monthly for life	monthly for life
Retirement age	50 - 55	52 - 67	50	50-57	55
Monthly benefits, as a % of eligible compensation	1.4% to 2.4%	1.0% to 2.5%	3%	2.0% to 2.7%	1%
Required employee contribution rates	7%	6.25%	9%	13.75%	N/A
Required employer contribution rates	9.175%	9.175%	25.427%	25.427%	34.30%

NOTE 11 DEFINED BENEFIT PENSION PLANS (CONTINUED)

Employees Covered

At June 30, 2017 (valuation date), the following employees were covered by the benefit terms of the Plan:

	CalPERS		PARS
	Miscellaneous	Safety	
Inactive employees or beneficiaries currently receiving benefits	339	271	119
Inactive employees entitled but not yet receiving benefits	195	58	21
Active employees	171	114	89
Total	705	443	229

Contributions

Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for the Plan are determined annually on an actuarial basis as of June 30. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The City is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

Net Pension Liability

The City's net pension liability for the Plans is measured as the total pension liability, less the pension plan's fiduciary net position. The net pension liability of the CalPERS Plans is measured as of June 30, 2018, using an annual actuarial valuation as of June 30, 2017 rolled forward to June 30, 2018 using standard update procedures. The net pension liability of PARS Plan is measured as of June 30, 2018 using an actuarial valuation date of June 30, 2017. A summary of principal assumptions and methods used to determine the net pension liability is shown below.

NOTE 11 DEFINED BENEFIT PENSION PLANS (CONTINUED)

Actuarial Assumptions

The total pension liability was determined using the following actuarial assumptions:

	CalPERS		PARS
	Miscellaneous	Safety	
Valuation Date	June 30, 2017	June 30, 2017	June 30, 2017
Measurement Date	June 30, 2018	June 30, 2018	June 30, 2018
Actuarial Cost Method	Entry-Age Normal Cost Method		Entry-Age Normal Cost Method
Actuarial Assumptions:			
Discount Rate	7.15%	7.15%	6.50%
Inflation	2.75%	2.75%	2.75%
Payroll Growth	3.00%	3.00%	3.00%
Projected Salary Increase	(1)	(1)	3.5% - 12.2% (1)
Investment Rate of Return	7.5% (2)	7.5% (2)	6.5% (2)
Mortality	(3)	(3)	(3)

(1) Varies by entry age and service
(2) Net of pension plan investment and administrative expenses, including inflation
(3) Derived using CalPERS' Membership Data for all funds

The mortality table used was developed based on CalPERS-specific data. The table includes 15 years of mortality improvements using the Society of Actuaries Scale 90% of scale MP 2016. For more details on this table, please refer to the December 2017 experience study report (based on CalPERS demographic data from 1997 to 2015) that can be found on the CalPERS website.

Discount Rate

The discount rate used to measure the total pension liability was 7.15% for each CalPERS Plan. To determine whether the municipal bond rate should be used in the calculation of a discount rate for each plan, CalPERS stress tested plans that would most likely result in a discount rate that would be different from the actuarially assumed discount rate. Based on the testing, none of the tested plans run out of assets. Therefore, the current 7.15 percent discount rate is adequate and the use of the municipal bond rate calculation is not necessary. The long term expected discount rate of 7.15 percent is without reduction of pension plan administrative expenses and will be applied to all plans in the Public Employees Retirement Fund (PERF). The stress test results are presented in a detailed report that can be obtained from the CalPERS website.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

NOTE 11 DEFINED BENEFIT PENSION PLANS (CONTINUED)

Discount Rate (Continued)

For PARS Plan, the discount rate used to measure total pension liability was 6.5%. The long-term expected rate of return on pension plan investments was determined by adding expected inflation to expected long-term returns and reflecting expected volatility and correlation. The capital market assumptions are per Milliman's investment consulting practice as of June 30, 2019.

The table below reflects the long-term expected real rate of return by asset class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. These rates of return are net of administrative expenses.

	Assumed Asset Allocation	Real Return Years 1-10 [2]	Real Return Years 11 + [3]
Global equity	50.0%	4.80%	5.98%
Fixed income	28	1	2.62
Inflation assets	-	0.77	1.81
Private equity	8	6.30	7.23
Real assets	13	3.75	4.93
Liquidity	1	-	(0.92)

(1) In the System's CAFR, Fixed Income is included in Global Debt Securities; Liquidity is included in Short-term Investments; Inflation Assets are included in both Global Equity Securities and Global Debt Securities.
(2) An expected inflation of 2.00% used for this period.
(3) An expected inflation of 2.92% used for this period.

NOTE 11 DEFINED BENEFIT PENSION PLANS (CONTINUED)

Discount Rate (Continued)

PARS

Asset Class	Index	Target Allocation	Long-Term Expected Arithmetic Real Rate of Return	Long-Term Expected Geometric Real Rate of Return
US Cash	BAML 3-Mon Tbill	2.71%	0.71%	0.71%
US Core Fixed Income	Barclays Aggregate	46.43%	1.83%	1.73%
US Equity Market	Russell 3000	37.34%	4.71%	3.52%
Foreign Developed Equity	MSCI EAFE NR	8.56%	6.06%	4.55%
Emerging Markets Equity	MSCI EM NR	3.55%	8.23%	5.43%
US REITs	FTSE NAREIT Equity REIT	1.41%	5.05%	3.42%
Assumed Inflation - Mean			2.21%	2.20%
Asumed Inflation - Standard Deviation			1.65%	1.65%
Portfolio Real Mean Return			3.51%	3.15%
Portfolio Nominal Mean Return			5.72%	5.42%
Portfolio Standard Deviation				8.09%
Long-term Expected Rate of Return				**6.50%**

Changes in the Net Pension Liability

The following tables show the changes in net pension liability over the measurement period:

CalPERS – Miscellaneous Plan

	Total Pension Liability (Asset)	Plan Fiduciary Net Position	Net Pension Liability (Asset)
Balance at June 30, 2017 (Measurement date)	$ 158,755,437	$ 112,664,338	$ 46,091,099
Changes Recognized for the			
Service Cost	2,073,719	-	2,073,719
Interest on the total pension liability	10,779,948	-	10,779,948
Differences between expected and actual experiences	(644,299)	-	(644,299)
Changes of assumptions	(4,260,821)	-	(4,260,821)
Net plan to plan resource movement	-	(276)	276
Contributions from the employer	-	4,360,371	(4,360,371)
Contributions from the employee	-	880,614	(880,614)
Net investment income	-	9,577,509	(9,577,509)
Benefit payments	(8,237,351)	(8,237,351)	-
Administrative expenses	-	(175,562)	175,562
Other miscellaneous expense	-	(333,395)	333,395
Net Changes during measurement period 2017-2018	(288,804)	6,071,910	(6,360,714)
Balance at June 30, 2018 (Measurement date)	$ 158,466,633	$ 118,736,248	$ 39,730,385

NOTE 11 DEFINED BENEFIT PENSION PLANS (CONTINUED)

CalPERS – Safety Plan

	Total Pension Liability (Asset)	Plan Fiduciary Net Position	Net Pension Liability (Asset)
Balance at June 30, 2017 (Measurement date)	$ 313,293,489	$ 222,127,758	$ 91,165,731
Changes Recognized for the			
Service Cost	4,781,609	-	4,781,609
Interest on the total pension liability	21,373,803	-	21,373,803
Differences between expected and actual experiences	94,618	-	94,618
Changes of assumptions	(8,890,355)	-	(8,890,355)
Net plan to plan resource movement	-	(547)	547
Contributions from the employer	-	9,279,382	(9,279,382)
Contributions from the employee	-	1,341,650	(1,341,650)
Net investment income	-	18,728,046	(18,728,046)
Benefit payments	(15,908,506)	(15,908,506)	-
Administrative expenses	-	(346,136)	346,136
Other miscellaneous expense	-	(657,319)	657,319
Net Changes during measurement period 2017-2018	1,451,169	12,436,570	(10,985,401)
Balance at June 30, 2018 (Measurement date)	$ 314,744,658	$ 234,564,328	$ 80,180,330

PARS

	Total Pension Liability (Asset)	Plan Fiduciary Net Position	Net Pension Liability (Asset)
Balance at June 30, 2017 (Measurement date)	$ 41,163,404	$ 21,630,028	$ 19,533,376
Changes Recognized for the			
Service Cost	434,485	-	434,485
Interest on the total pension liability	2,636,103	-	2,636,103
Contributions from the employer	-	3,114,449	(3,114,449)
Net investment income	-	1,132,316	(1,132,316)
Benefit payments	(2,118,266)	(2,118,266)	-
Administrative expenses	-	(7,770)	7,770
Net Changes during measurement period 2017-2018	952,322	2,120,729	(1,168,407)
Balance at June 30, 2018 (Measurement date)	$ 42,115,726	$ 23,750,757	$ 18,364,969

NOTE 11 DEFINED BENEFIT PENSION PLANS (CONTINUED)

Sensitivity of the Net Pension Liability to Changes in the Discount Rate

The following presents the net pension liability of the City, calculated using the discount rate as well as what the City's net pension liability would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate:

	CalPERS		PARS
	Miscellaneous	Safety	
1% Decrease	6.15%	6.15%	5.50%
Net Pension Liability	$ 60,897,666	$ 123,180,821	$ 23,660,479
Current Discount Rate	7.15%	7.15%	6.50%
Net Pension Liability	$ 39,730,385	$ 80,180,330	$ 18,364,969
1% Increase	8.15%	8.15%	7.50%
Net Pension Liability	$ 22,291,957	$ 45,013,451	$ 13,954,876

Pension Plan Fiduciary Net Position

Detailed information about the plan's fiduciary net position is available in the separately issued CalPERS and PARS financial reports.

Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions

For the year ended June 30, 2019, the City recognized pension expense of $4,732,883 and $10,258,949 for CalPERS Miscellaneous Plan and Safety Plan, respectively. The City recognized pension expense of $2,123,696 for PARS Plan for the year ended June 30, 2019. At June 30, 2019, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	CalPERS				PARS	
	Miscellaneous		Safety			
	Deferred Outflows of Resources	Deferred Inflows of Resources	Deferred Outflows of Resources	Deferred Inflows of Resources	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension contributions subsequent to measurement date	$ 5,427,806	$ -	$ 11,903,410	$ -	$ 2,481,762	$ -
Differences between actual and expected experience	-	(880,416)	59,574	(1,419,183)	183,692	-
Changes in assumptions	1,530,656	(2,682,739)	4,186,683	(5,597,631)	-	-
Net differences between projected and actual earnings on plan investments	326,446	-	906,195	-	555,684	-
Total	$ 7,284,908	$ (3,563,155)	$ 17,055,862	$ (7,016,814)	$ 3,221,138	$ -

NOTE 11 DEFINED BENEFIT PENSION PLANS (CONTINUED)

Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions (Continued)

$19,812,978 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ending June 30, 2020.

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense (income) as follows:

Year Ending June 30	Amount		
	CalPERS		PARS
	Miscellaneous	Safety	
2020	$ 732,930	$ 2,524,498	$ 482,910
2021	(934,009)	(1,530,266)	202,368
2022	(1,172,686)	(2,244,170)	(6,952)
2023	(332,288)	(614,424)	61,050
2024	-	-	-
Thereafter	-	-	-

Payable to the Pension Plan

At June 30, 2019, the City reported a payable of $657,316 for the outstanding amount of contributions to the pension plans required for the year ended June 30, 2019.

Allocation to Proprietary Funds

The City allocated net pension liability and related costs to the Water Fund and Sewer Fund based upon the enterprise funds' proportionate share of the total pension contribution during the fiscal year ended June 30, 2019.

NOTE 12 INSURANCE

The City is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees and natural disasters. The City is self-insured for the first $250,000 on each general liability claim and the first $400,000 of each worker's compensation claim against the City. The insurance coverage in excess of the self-insured amount is provided by The Independent Cities Risk Management Authority (ICRMA) up to a limit of $20,000,000 for general liability. For worker's compensation, the City is self-insured for the first $400,000 on each worker's compensation claim through the California State Association of Counties Excess Insurance Authority (CSAC-EIA).

NOTE 12 INSURANCE (CONTINUED)

Effective July 1, 2006, the City became a member of CSAC-EIA, a public entity risk pool currently operating as a common risk management and insurance program for nearly 2,000 public entities which includes California counties, cities, school districts, special districts, housing authorities, fire districts, and joint power authorities. The City pays an annual premium to the pool for its excess worker's compensation insurance coverage. The agreement for information of the CSAC-EIA provides that the pool will be self-sustaining through member premiums. CSAC-EIA publishes its own financial report for the year ended June 30, 2019, which can be obtained from CSAC-EIA website.

In 1986, the City became a member of the ICRMA, a public entity risk pool currently operating as a common risk management and insurance program for 16 California cities. The City pays an annual premium to the pool for its excess general liability insurance coverage. The agreement for formation of the ICRMA provides that the pool will be self-sustaining through member premiums. The ICRMA publishes its own financial report for the year ended June 30, 2019, which can be obtained from ICRMA website. The City continues to carry commercial companies for all other risks of loss, including property insurance, auto physical damage insurance and special events insurance. Settled claims have not exceeded this commercial coverage in any of the past four fiscal years.

Claims expenditures and liabilities are reported when it is probable that a loss has occurred and the amount of the loss can be reasonably estimated. These losses include an estimate of claims that have been incurred, but not reported.

The City has accrued for its anticipated liability with respect to claims filed and claims incurred but not reported to the City as of year-end. The accruals are in the amounts of $11.9 million and $3.6 million for the worker's compensation claims and general liability claims, respectively, for a total of $15.5 million.

A reconciliation of changes in aggregate liabilities for claims for the current fiscal year and the prior fiscal year is as follows:

Fiscal Year	Liability at Beginning	Claims Incurred (Including IBNRs)	Claim Payments	Liability at End
2015	$ 10,288,000	$ 2,936,829	$ (2,481,829)	$ 10,743,000
2016	10,743,000	5,651,047	(3,949,047)	12,445,000
2017	12,445,000	4,782,122	(3,426,122)	13,801,000
2018	13,801,000	4,224,165	(2,509,433)	15,515,732
2019	15,515,732	2,939,331	(2,974,853)	15,480,210

NOTE 13 OTHER POSTEMPLOYMENT BENEFITS (OPEB)

Plan Description

The City participates in the CalPERS medical program in which the City provides other postemployment benefits (OPEB) through a single-employer defined benefit healthcare plan. The plan provides health care benefits to retired public safety and management employees in accordance with City MOUs. To be eligible, the employee must be at least 50 years of age and have five years of service.

The City contributes the CalPERS Minimum Employer Contribution (PEMHCA). Employees who retire from the City, receive a PERS pension and continue their CalPERS medical coverage, are eligible to receive the PEMHCA minimum benefit. This benefit continues throughout the life of the retiree and surviving spouse.

Benefits Provided

All retiring employees are eligible to receive the PEMHCA minimum benefit.

Employees who retired prior to July 2, 2000

Retirees receive a benefit which, when added to the PEMHCA minimum, brings the total up to the Los Angeles Area Kaiser Premium rate. When a retiree becomes eligible for Medicare, the benefit will be limited to the Kaiser Medicare Supplement rate. This additional retiree and spousal benefit ceases when the retiree reaches age 70.

Employees who retire after July 2, 2000

Employees who receive a service retirement at age 50 or older with at least 10 years of service with the City, or a nonindustrial disability retirement with at least 10 years of service with the City or an industrial disability annuity from PERS receive a lifetime benefit which, when added to the PEMHCA minimum benefit, brings the total up to the Los Angeles Area Kaiser single employee premium rate. Retirees who live outside the Los Angeles Area receive a benefit up to the “Other Southern California” Kaiser single employee rate. When a retiree becomes eligible for Medicare the benefit will be limited to the Kaiser Medicare Supplement rate.

NOTE 13 OTHER POSTEMPLOYMENT BENEFITS (OPEB)

Spousal and dependent child benefits are provided if the employee receives a service retirement after 25 or more years of continuous service with the City, or a disability pension annuity with at least 10 years of service with the City or an industrial disability annuity from PERS. The City contributes a benefit which, when added to the PEMHCA minimum benefit, brings the total up to the Los Angeles Area Kaiser Premium rate. Spouses and dependent children of retirees who live outside the Los Angeles Area receive a benefit up to the "Other Southern California" Kaiser rates. When a participating spouse becomes eligible for Medicare, the benefit will be limited to the Kaiser Medicare Supplement rate.

Retirees between 2000 and December 2015 receive Medicare reimbursement when qualified under their MOU. Current POA MOU no longer provides this benefit. Employees hired after July 2012, upon retirement, will be eligible to purchase medical benefits at City rates and will receive a Retiree Medical Subsidy equal to the CalPERS PEMHCA. This is for a Regular Service Retirement and not an Industrial Disability Retirement. Industrial Disability Retirement benefits will not be altered.

Firefighters who retired prior to outsourcing
Benefits are provided to a closed group of retired Firefighters. These retirees are eligible to receive the PEMHCA minimum benefit. In addition, they receive City-paid coverage which, when added to the PEMHCA minimum benefit, brings the total up to 100% of the premium rate for the CalPERS medical plan they select. Both the retiree and spouse are covered. This additional benefit ends when the retiree reaches age 70. Since all retired Firefighters have reached the age of 70, no one is receiving this additional coverage.

Mid Management Employees
All retiring employees are eligible to receive the PEMHCA minimum benefit. In addition, employees who retire at age 55 or older with at least 15 years of service with the City are eligible to receive a benefit which, when added to the PEMHCA minimum benefit, brings the total up to the CalPERS Los Angeles Area single party Kaiser premium rate. Retirees who live outside the Los Angeles Area receive a benefit up to the "Other Southern California" single-party Kaiser rate. When a retiree becomes eligible for Medicare the benefit will be limited to the single party Kaiser Medicare Supplement rate.

SEIU, General Unit Employees
All retiring employees are eligible to receive the PEMHCA minimum benefit. In addition, employees who retire from the City and receive a PERS pension are eligible to receive a benefit which, when added to the PEMHCA minimum benefit, brings the total up to the CalPERS single party Kaiser premium rate. This is paid out of the SEIU Retiree Medical Insurance Fund, to which the City currently contributes $235,000. Separately, retirees must contribute $40 per month to the SEIU Retiree Medical Insurance Fund (actives also contribute $40 per month).

NOTE 13 OTHER POSTEMPLOYMENT BENEFITS (OPEB) (CONTINUED)

Top Management and City Council
All retiring employees are eligible to receive the PEMHCA minimum benefit. Up to 2014, retirees, their spouses and surviving spouses receive full CalPERS medical benefit coverage (including, not in addition to, the PEMHCA minimum benefit.) Medicare Part B premiums, CalPERS long-term care coverage, full dental and vision benefits are provided for retirees and their spouses. 100% of the above benefits are paid by the City. In addition, the City will pay retirees $50 per month toward a life insurance plan until age 70.

Funding Policy and Contributions

The contribution requirements of plan members and the City are established and may be amended by the City, City Council, and/or employee associations. The Plan is not funded. The required contribution is based on projected pay-as-you-go financing requirements with additional amounts to prefund benefits as determined annually by the City pursuant to actuarial valuations. The City intends to pay benefit costs as they occur.

Net OPEB Liability

The City's net OPEB liability was measured as of June 30, 2018, and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation as of June 30, 2018.

Employees Covered by Benefit Terms

At June 30, 2018 (the valuation date), the following employees were covered by the benefit terms:

Category	Count
Active employees	299
Inactive employees or beneficiaries currently receiving benefit payments	258
Inactive employees entitled to but not yet receiving benefit payment	-

Actuarial Assumptions

Projection of benefits are based on the substantive plan (the plan as understood by the employer and the plan members) based on written plan documents and historical information regarding practices with respect to employer and employee contributions and other factors. In the June 30, 2018 actuarial valuation, the Entry Age Normal method was used. This is an actuarial cost method under which the Actuarial Present Value of the projected benefits of each individual included in the valuation is allocated on a level basis over the earnings or service of the individual between entry age and assumed exit age(s). The portion of this Actuarial Present Value allocated to a valuation year is called the Normal Cost.

NOTE 13 OTHER POSTEMPLOYMENT BENEFITS (OPEB) (CONTINUED)

The total OPEB liability for the June 30, 2018 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement, unless otherwise specified:

Inflation	2.26%
Salary increases	3.25% annual increases
Discount Rate	3.87%
Healthcare cost trend rates	actual in 2019, trending down to 5% over 10 years

Mortality rates were based on the most CalPERS valuations.

Discount Rate

The Plan is not funded. The discount rate used to measure the total OPEB liability was 3.87%. The discount rate is based on a yield or index for 20-year, tax-exempt general obligation municipal bonds with an average rating of AA/Aa or better for benefits not covered by plan assets. The Bond Buyer 20-Bond General Obligation Index was used in determining the discount rate used to measure the Total OPEB Liability as of valuation date of June 30, 2018.

Change in the Net OPEB Liability

	Increases (Decreases)		
	Total OPEB Liability	Plan Fiduciary Net Position	Net OPEB Liability
Balance at June 30, 2017 (measurement date)	$ 110,968,969	$ -	$ 110,968,969
Changes for the year:			
Service cost	2,752,460	-	2,752,460
Interest on the total OPEB liability	4,034,369	-	4,034,369
Difference between actual and expected experience	(610,626)	-	(610,626)
Changes in assumptions	(14,046,049)	-	(14,046,049)
Contribution - employer	-	2,077,384	(2,077,384)
Benefit payments	(2,077,384)	(2,077,384)	-
Net Changes	(9,947,230)	-	(9,947,230)
Balance at June 30, 2018 (measurement date)	$ 101,021,739	$ -	$ 101,021,739

NOTE 13 OTHER POSTEMPLOYMENT BENEFITS (OPEB) (CONTINUED)

Sensitivity of the net OPEB liability to changes in the discount rate

The following presents the City's Net OPEB Liability if it were calculated using a discount rate that is 1% point lower (2.58%) or 1% point higher (4.58%) than the current rate:

	1% Decrease 2.87%	Discount Rate 3.87%	1% Increase 4.87%
Net OPEB liability	$ 119,723,523	$ 101,021,739	$ 86,293,728

Sensitivity of the net OPEB liability to changes in the healthcare cost trend rates

The following presents the City's Net OPEB Liability if it were calculated using a healthcare cost trend rates that is 1% point lower or 1% point higher than the current rate:

	1% Decrease	Healthcare Cost Trend Rate	1% Increase
Net OPEB liability	$ 85,348,529	$ 101,021,739	$ 121,297,850

OPEB Expense and Deferred Inflows and Outflows of Resources Related to OPEB

For the year ended June 30, 2019, the City recognized OPEB expense of $789,912. At June 30, 2019, the City reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Contributions subsequent to measurement date	$ 2,976,959	$ -
Differences between actual and expected experience	-	1,069,434
Change of assumptions	-	19,146,776
	$ 2,976,959	$ 20,216,210

$2,976,959 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net OPEB liability in the year ending June 30, 2020.

NOTE 13 OTHER POSTEMPLOYMENT BENEFITS (OPEB) (CONTINUED)

Amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Fiscal Year Ending June 30		Deferred Outflows/ Inflows of Resources
2020	$	(5,996,917)
2021		(5,985,351)
2022		(2,140,911)
2023		(2,140,911)
2024		(2,140,911)
Thereafter		(1,811,209)
	$	(20,216,210)

NOTE 14 COMMITMENTS AND CONTINGENCIES

The City of El Monte has been named as defendant in numerous lawsuits and claims arising in the course of operations. In the aggregate, these claims seek monetary damages in significant amounts. To the extent the outcome of such litigation has been determined to result in probable financial loss to the City; such loss has been accrued in the accompanying government-wide financial statements.

For other pending or threatened litigation, it is the opinion of outside counsel and the City Attorney that potential liability of the City for such claims will not have a material effect on the City's financial statements.

Due to other governments

On October 23, 2014, the City received the final audit report from the State Controller's Office (SCO) pertaining to its audit of the Special Gas Tax Street Improvement Fund, Traffic Congestions Relief Fund Allocations and Proposition 1B allocations. The report reflected a determination by the SCO that the City did not meet the maintenance-of-effort required by Streets and Highways Code section 2182.1(b) for two fiscal years. As a result, the City was required to return $2,051,605 to the SCO. As of December 23, 2015, the City has not received any instructions from the SCO regarding the return of the funds. Hence, the City accrued the $2,051,605 in the June 30, 2015 financial statements. On September 23, 2016, the City received a legislative extension to utilize these funds by June 30, 2021. The City will recognize revenue and a reduction in this liability in future years as expenditures occur. During FY18-19 the City spent $46,672 of the $2,051,605 and still needs to spend the additional $1,155,610 as of June 30, 2019.

NOTE 15 DEFERRED OUTFLOWS AND INFLOWS OF RESOURCES

Pursuant to GASB Statement No. 63, *"Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position"* and GASB Statement No. 65, *"Items Previously Reported as Assets and Liabilities,"* the City recognized deferred outflows and inflows of resources in the City's financial statements.

The deferred outflow and inflow of resources pertain to the unamortized difference between the reacquisition price and the net carrying amount of the refunded debt. Previous financial reporting standards require this amount to be presented as part of the City's long-term debt. This deferred outflow of resources is recognized as a component of interest expense in a systematic and rational manner over the remaining life of the old debt or the life of the new debt, whichever is shorter.

Business-type activities:	Deferred Outflow of Resources	Deferred Inflow of Resources
Unamortized difference between the reacquisition amount and the net carrying amount of the refunded debt	$ 523,119	$ (61,238)

The deferred inflow of resources in the governmental funds balance sheet pertains to unavailable revenues which represent receivables that were not received within the availability period.

Governmental Activities:	Deferred Inflow of Resources
Unavailable revenue - receivables that were not collected within the availability period and were not recognized as revenues	$ 1,679,549

Refer to Note 11 for deferred outflows and inflows of resources related to pensions.

Refer to Note 13 for deferred outflows and inflows of resources related to OPEB.

NOTE 16 SUBSEQUENT EVENTS

The City has evaluated events subsequent to June 30, 2019 to assess the need for potential recognition or disclosure in the financial statements. Such events were evaluated through December 23, 2019, the date the financial statements were available to be issued. Based upon this evaluation, it was determined that, no subsequent events occurred that require recognition or additional disclosure in the financial statements.

NOTE 17 SUCCESSOR AGENCY DISCLOSURES

The accompanying financial statements also include the Private-purpose Trust Fund for the Successor Agency to the City's former Redevelopment Agency (Successor Agency). The City, as the Successor Agency, serves in a fiduciary capacity, as custodian for the assets and to wind down the affairs of the former Redevelopment Agency. Its assets are held in trust for the benefit of the taxing entities within the former Redevelopment Agency's boundaries and as such, are not available for the use of the City.

Disclosures related to the certain assets and long-term liabilities of the Successor Agency are as follows:

Notes and Loans Receivable

Details of loans receivable as of June 30, 2019 were as follows:

RHCDC Working Capital	$ 277,406

Rio Hondo Community Development Corporation (RHCDC) Working Capital

On January 12, 2004, the former El Monte Community Redevelopment Agency provided a loan to RHCDC for the purchase of rental properties. The loan amount was $820,350 at an interest rate of 5.65% per annum. The outstanding balance as of June 30, 2019 was $277,406. The promissory note expires on January 12, 2024.

Land Held for Resale

The former Redevelopment Agency acquired several parcels of land or initiated condemnation proceedings to acquire land for redevelopment purposes. The carrying amount of land is reported at cost which approximates fair value.

Long-term Liabilities

The long-term liabilities of the Successor Agency at June 30, 2019 were as follows:

NOTE 17 SUCCESSOR AGENCY DISCLOSURES (CONTINUED)

	Balance at July 1, 2018	Additions	Retirements	Balance at June 30, 2019	Amount due within one Year
2017 Tax allocation refunding bonds	$ 31,935,000	$ -	$ 1,090,000	$ 30,845,000	$ 1,105,000
Loans from other governments					
County of Los Angeles	854,567	41,833	46,114	850,286	-
Advances from City of El Monte	42,582,571	699,546	449,397	42,832,720	-
	$ 75,372,138	$ 741,379	$ 1,585,511	$ 74,528,006	$ 1,105,000
Unamortized bond discount	(847,895)			(818,955)	
	$ 74,524,243			$ 73,709,051	

Taxable Tax Allocation Refunding Bonds Payable, Series of 2017

The Bonds are dated May 1, 2017, and were issued to provide funds to the Agency (i) to refund certain obligations of the El Monte Community Redevelopment Agency currently outstanding in the aggregate principal of $33,190,000 as follows: (1) the $20,680,000 Senior Tax Allocation Revenue Bonds, Series 2007 (Multiple Redevelopment Project Area Loans), $2,510,000 Subordinate Tax Allocation Revenue Bonds, Series 2007 (Multiple Redevelopment Project Area Subordinate Loans), and $10,000,000 Revenue Bond, Series 2011 (CMB Infrastructure Investment Group V, LP, City Projects) (collectively the “Refunded Bonds”), (ii) to purchase a debt service reserve insurance policy to be credited to a debt service reserve account for the 2017 Bonds and (iii) to pay costs of issuance of the 2017 Bonds. The 2017 Bonds are secured by the pledged of tax revenues.

The following schedule illustrates the debt service requirements to maturity for the bonds as of June 30, 2019:

Year Ending June 30,	Taxable Tax Allocation Refunding Bond, Series 2017	
	Principal	Interest
2020	$ 1,105,000	$ 1,150,056
2021	1,135,000	1,126,238
2022	1,155,000	1,099,031
2023	1,180,000	1,068,369
2024	1,220,000	1,033,844
2025-2029	6,715,000	4,538,281
2030-2034	4,215,000	3,434,288
2035-2039	4,115,000	2,640,475
2040-2044	5,080,000	1,652,219
2045-2049	4,925,000	442,203
Total	$ 30,845,000	$ 18,185,004

NOTE 17 SUCCESSOR AGENCY DISCLOSURES (CONTINUED)

County of Los Angeles Reimbursement Agreement

El Monte Center
During 2003-04, the County of Los Angeles implemented the repayment provisions of Agreement 45043 between the County and the Agency - El Monte Center Redevelopment Project. This Agreement related to tax increment adjustments and overpayments between 1988 and 1995 in the amount of $324,818.

This obligation to the County, together with accrued interest thereon, is to be paid in full from tax increment revenues by a date no later than July 1, 2027. The principal balance was fully paid during 2019.

Northwest El Monte Project Area
During 2007-08, the County of Los Angeles entered into an agreement with the Agency - Northwest El Monte Project Area. The agreement related to tax increment adjustments and overpayments during 2007-08 to assist in funding the Gibson Park improvements in the amount of $254,530. The terms of this repayment are presently being negotiated between the Agency and the County. At June 30, 2019, the principal balance outstanding was $850,286.

The schedules of debt service requirements for the County of Los Angeles Reimbursement Agreements were not included because the debt service payments are not on a fixed schedule.

NOTE 17 SUCCESSOR AGENCY DISCLOSURES (CONTINUED)

Advances from the City of El Monte

During the previous fiscal years, the City of El Monte made loans to the former Redevelopment Agency. With the dissolution of all redevelopment agencies in California effective February 1, 2012, the existing loan from the City to the Agency was considered by the Department of Finance to be unenforceable. The successor agency to the former redevelopment agency has sought reconsideration by the Department of Finance as to the enforceability of the loan. In addition, the loan may be reinstated (but is not required to be) under Assembly Bill 1484 following the completion of a due diligence process and issuance of Finding of Completion by the Department of Finance. During fiscal year 2019, the Successor Agency recorded interest on the loans amounting to $765,661. Details of the balance of the loan of $42.8 million at June 30, 2019 (including $14.8 million of adjusted accrued interest) are as follows:

Loan No.	SOI Loan Letter	Date	Description	Principal Amount*	Coupon	Unpaid Interest as of 12/31/18 at statutory 3%	Outstanding Balance as of 6/30/19
El Monte Center							
3	1-C	9/1/1988	Loans From the City of El Monte (R-383, 222)	$ 1,313,497	10%	$ 1,151,529	$ 2,465,026
4	1-D	4/1/1998	Loan from City to K-mart Deferred Fees	133,560	LAIF + 2.00%	82,841	216,401
5	1-E	1/6/2000	Loan from the City of El Monte Longo Expansion	2,800,000	6.5%	1,593,200	4,393,200
6	1-H	1/6/2000	Loan from City (CDBG) - Longo Expansion	1,200,000	6.5%	682,800	1,882,800
7	1-I	5/10/1993	Loan from the City of El Monte - ERAF	50,561	6%, 7.5%	38,386	88,947
8	2-A	2003/2004	Loan from the City of El Monte - Nelson Honda Jobs Grant	1,444,234	4%	680,596	2,124,830
9	2-C	Feb. 4, 2004	City Cooperation Agreement Longo New Jobs Grant Agreement	2,500,000	5%	1,051,875	3,551,875
10	2-E	Feb. 3, 2004	Longo Construction Loan	3,000,000	LAIF + 2.00%	1,342,000	4,342,000
			Loan Totals	**12,441,852**		**$ 6,623,227**	**$ 19,065,079**
Center Amended							
3	1-C	1998/1989	Loans From the City of El Monte (R-356, 385)	702,000	10%	618,768	1,320,768
4	1-I	3/25/1997	CDBG Loan From Bank	694,602	LAIF + 2.00%	453,575	1,148,177
			Loan Totals	**1,396,602**		**$ 1,072,343**	**$ 2,468,945**

NOTE 17 SUCCESSOR AGENCY DISCLOSURES (CONTINUED)

Advances from the City of El Monte (Continued)

Details of Outstanding Loans (Continued)

Loan No.	SOI Loan Letter	Date	Description	Principal Amount*	Coupon	Unpaid Interest as of 12/31/18 at statutory 3%	Outstanding Balance as of 6/30/19
Downtown El Monte							
3	1-A	4/6/2005	Loans from the City of El Monte - King Court (Home Fund)	$ 513,000	10%	$ 211,442	$ 724,442
4	1-D	1986-1990	Loans From the City of El Monte (R-360, 364)	1,350,590	10%	1,238,296	2,588,886
5	1-E	11/12/1991	Loan from the City of El Monte (R-428) Nelson Honda	222,950	LAIF + 2.00%	181,500	404,450
6	1-F	12/1/1991	Loan from the City of El Monte (R-436) Orchard	15,000	8%	12,188	27,188
7	1-G	6/1/1995	Loan from the City of El Monte (R-598) Food Barn	75,000	7.5%	53,156	128,156
11	2-F	1991-1992	Loan from the City of El Monte R-432 - Edwards Theater	725,000	9%	589,365	1,314,365
12	2-F	1991-1992	Loans from the City of El Monte UDAG (R417)	20,000	9%	16,533	36,533
13	2-G	5/3/1993	Loan from the City of El Monte - ERAF	59,549	6%, 7.5%	44,852	104,401
14	2-K	2003/2004	Gabaee Loan and Section 108 Loan - Peck/Ramona Triangle	2,400,000	5%	148,893	2,548,893
15	3-A	6/1/07	DDA- Agreement- Festial -Capri Santa Fe Trail Associates	5,390,000	4.5% & LAIF + 2.00%	1,873,025	7,263,025
			Loan Totals	**10,771,089**		**$ 4,369,250**	**$ 15,140,339**
Northwest el Monte							
1	1-A	1986-1990	Loans From the City of El Monte (R-221, 296, 323, 337, 391)	1,723,954	12%	1,610,935	3,334,889
2	1-B	1991/1992	Loans From the City of El Monte (R-411, 465)	500,000	12% & 7%	399,017	899,017
3	1-C	1992/1993	Loan From the City of El Monte (R-484)	350,000	7%	268,800	618,800
4	1-D	1994/1995	Loan From the City of El Monte (R-463)	90,000	8%	70,785	160,785
5	1-F	1994-1995	Loan from the City of El Monte - Water Fund (R-570)	150,000	7%	108,375	258,375
6	1-I	2005-2006	Loan from the City of El Monte - ERAF	213,231	LAIF + 2.00%	86,359	299,590
			Loan Totals	**3,027,185**		**$ 2,544,271**	**$ 5,571,456**
Valley Durfee							
1	1-C	4/16/2006	Loan from the City of El Monte - ERAF	213,231	LAIF + 2.00%	81,259	294,490
2	1-D	9/19/2006	Loan from the City of El Monte For Improvement Costs	217,406	LAIF + 2.00%	75,005	292,411
			Loan Totals	**430,637**		**$ 156,264**	**$ 586,901**
Grand total				**$ 28,067,365**		**$ 14,765,355**	**$ 42,832,720**

NOTE 17 SUCCESSOR AGENCY DISCLOSURES (CONTINUED)

Advances from the City of El Monte

Details of Outstanding Loans (Continued)

El Monte Center

Loan (1-C)
This loan is composed of three loans to Star Cash Wash. The first two loans were issued on October 2, 1990, with an original principal value of $670,061 and $343,436. The third loan was issued in 1986 with a principal value of $300,000. The loans carry an interest rate of 10%, with a final maturity on June 30, 2029.

Loan (1-D)
This loan was issued in 1998 to finance development fees for K-Mart. The original principal value of loan was $133,560 with a variable rate of interest equal to LAIF plus 200 bps, to be repaid by 2029.

Loan (1-E & 1-H)
The two loans were issued on January 6, 2000 to fund the Longo Expansion totaling $4.0 million: City/Agency loan for $2.8 million and $1.2 million loan financed by CDBG. Both loans carry an interest rate of 6.5%, with a final maturity in 2029.

Loan (1-I)
The City has combined two loans to finance past SERAF payments to the State of California for fiscal years 1992-93 and 1994-95 for the Center Project Area. The original principal value on the loans was $42,207 and $8,354, respectively. The loans carry an interest rate of 6.0% and 7.5%, due in 2029.

Loan (2-A/D/G)
The three loans (2-A / 2-D / 2-G) were issued over a 10-year period to facilitate the Nelson Honda Jobs Grant program. The loans had seven installment payments made totaling $1,444,234 in principal value. The loans carry an interest rate of 4% with a final maturity in 2029.

Loan (2-C)
The City loaned the Agency an aggregate of $2.5 million in order to provide a New Jobs Grant Loan to Longo, commencing in 2004. The Agency made three (3) installment payments to Longo totaling $2.5 million over 3 years. The loans are to be repaid over a 20 year period (2024), with a 5% interest rate.

Loan (2-E)
An additional construction loan was issued to Longo. The original principal value of the loan was $3,000,000, with adjustable interest rate equal to LAIF plus 200 bps, to be repaid by 2024.

NOTE 17 SUCCESSOR AGENCY DISCLOSURES (CONTINUED)

Details of Outstanding Loans (Continued)

Center Amended

Loan (1-C)
The City provided two loans in order to purchase two properties (11923 Landsdale and Djanogly Property) needed to expand and improve Fire Station No. 3. The loans were issued in 1988 with an original principal value of $102,000 and in 1989 for $600,000. Both loans carry an interest rate of 10% to be repaid by 2029.

Loan (1-I)
The loan to the Community Reinvestment Fund (CRF) was issued on March 25, 1997 which replaced the original loan (1-F) made to Gunderson Nissan totaling $694,602. The loan will be repaid by 2029 at an interest rate equal to LAIF plus 200 bps.

Downtown El Monte

Loan (1-A)
In 2005, the City provided a loan to the Agency in the amount of $513,000 for the purchase of a real property at King Court. The loan carries an interest rate of 10%, to be repaid by 2042.

Loan (1-D)
The loan is composed of two loans for the purchase of real property in the Downtown Project Area in 1988. The first loan original principal value was $100,000 and the second loan was $1,250,590. Both loans carry an interest rate of 10% and are due in 2042.

Loan (1-E)
In 1991, the City issued a Loan to the Agency to purchase land for Nelson Honda in the amount of $222,950. The outstanding loan balance is to be repaid by 2042 and carry an interest rate of LAIF plus 200 bps.

Loan (1-F)
In 1991, the City issued a loan to the Agency to purchase land for additional Orchard street extension in the amount of $15,000. The loan has a maturity date of 2042 with an interest rate of 8%.

Loan (1-G)
The City issued a Loan to the Agency in 1995, in the Downtown Project area for Food Barn. The loan amount of $75,000 carry an interest rate of 7.5% to be repaid by 2042.

NOTE 17 SUCCESSOR AGENCY DISCLOSURES (CONTINUED)

Details of Outstanding Loans (Continued)

Loan (2-F)
The loan is composed of two loans. The first loan was issued in 1991 for Peck/Triangle enhancement in the Downtown Project area. The loan original principal value was $20,000 and carries an interest rate of 9% to be repaid by 2011. The second loan was issued in 1991 for the Edwards Theater project. The loan original principal value was $725,000 with an interest rate of 9% to be repaid by 2011.

Loan (2-G)
The City combined two loans used to finance past SERAF payments to the State of California for fiscal years 1992-93 and 1994-95 for the Downtown Project Area. The original principal values on the loans were $43,823 and $15,726, respectively. The loans carry an interest rate of 6% and 7.5%, due in 2042.

Loan (2-K)
The loan is composed of HUD Section 108 (Peck/Ramona) which have two components: (1) Cash grant, (2) Land assembly, issued in 2004.The first loan has an original principal value of $2,200,000 with an adjustable interest rate to be repaid by 2024. The second loan was $200,000 and carries an interest rate of 5% to be repaid by 2024. During fiscal year 2018-2019, the Successor Agency paid the City $449,397.

Loan (3-A)
The loan is composed of two loans issued in 2007. The first loan original principal value was $4,400,000 and carries an interest rate of 4.5% with a maturity date of 2032. The second loan amount was $990,000 has a variable interest rate equal to LAIF plus 200 bps to be repaid by 2032.

Northwest El Monte

Loan (1-A)
The loan is composed of five loans to purchase real property on West Valley Boulevard for Longo Toyota totaling $1,723,954. The loans were issued between 1986 and 1990 and mature in 2044, with a stated interest rate of 12%.

Loan (1-B)
The loan is composed of several amendments to 1-A loans, for the Longo Toyota Project. The first loan was issued in 1991. The original principal value of loan was $150,000 with an interest rate of 12% to be repaid by 2044. The second loan was issued in 1992. The original principal value of the loan was $350,000 with an interest rate of 7% to be repaid by 2044.

Loan (1-C)
In 1993, the City issued a Loan to the Agency to purchase property of the former site of Longo Toyota for the Titan Unlimited partnership. The original principal value of loan was $350,000 with an interest rate of 7% to be repaid by 2044.

NOTE 17 SUCCESSOR AGENCY DISCLOSURES (CONTINUED)

Details of Outstanding Loans (Continued)

Loan (1-D)
In 1992, the City issued a Loan to the Agency for third party environmental consultant fees in the Northwest Project area. The original principal value of loan was $90,000 with an interest rate of 8% to be repaid by 2044.

Loan (1-F)
In 1994, the City issued a Loan to the Agency for costs associated with groundwater investigation. The original principal value of loan was $150,000 with an interest rate of 7% to be repaid by 2044.

Loan (1-I)
The City has SERAF payment to the State of California for fiscal year 2005-06 for the Northwest Project Area. The original principal value on the loan was $213,321. The loan has a final maturity date of 2044 and carries an interest rate of LAIF plus 200 bps.

Valley / Durfee

Loan (1-C)
The City has SERAF payment to the State of California for fiscal year 2004-05 for the Valley/Durfee Project Area. The original principal value on the loan was $213,231. The loan has a final maturity date of 2048 and carries an interest rate of LAIF plus 200 bps.

Loan (1-D)
In 2006 the City issued a loan to the Agency for sewer improvements. The original principal value was $217,406 with an interest rate of LAIF plus 200 bps to be repaid by 2048.

Management's Evaluation of Outstanding Loans
Management believes, in consultation with legal counsel, that the above obligations of the Dissolved RDA to the City are valid enforceable obligations payable by the Successor Agency under the requirements of the Dissolution Act and AB 1484.

With the issuance of Findings of Completion to the Successor Agency in April 2013, the Department of Finance allowed the inclusion of the loan agreements between the former Redevelopment Agency and the City on the Recognized Obligation Payment Schedule (ROPS), as an enforceable obligation, provided the Oversight Board makes a finding that the loan was for legitimate redevelopment purposes per HSC Section 34191.4(b)(1). As of December 23, 2019, the Oversight Board has not yet made findings that all the loans were for legitimate redevelopment purposes.

NOTE 18 GOVERNMENTAL ACCOUNTING STANDARDS BOARD (GASB) STATEMENTS ISSUED, NOT YET EFFECTIVE

The Governmental Accounting Standards Board (GASB) has issued several pronouncements, that have effective dates that may impact future financial presentations. Management has not yet determined any impact the implementation of the following statements may have on the financial statements of the City.

GASB No. 84
In January 2017, the Governmental Accounting Standards Board issued Statement No. 84 "Fiduciary Activities". The requirements of this Statement are effective for reporting periods beginning after December 15, 2018. Earlier application is encouraged.

GASB No. 87
In June 2017, the Governmental Accounting Standards Board issued Statement No. 87 "Leases". The requirements of this Statement are effective for reporting periods beginning after December 15, 2019.

GASB No. 89
In June 2018, the Governmental Accounting Standards Board issued Statement No. 89 "Accounting for Interest Cost Incurred before the End of a Construction Period". The requirements of this Statement are effective for reporting periods beginning after December 15, 2019.

GASB No. 90
In August 2018, the Governmental Accounting Standards Board issued Statement No. 90 "Majority Equity Interests-an amendment of GASB Statements No. 14 and No. 61". The requirements of this Statement are effective for reporting periods beginning after December 15, 2018.

GASB No. 91
In May 2019, the Governmental Accounting Standards Board issued Statement No. 91, "Conduit Debt Obligations." The requirements of this Statement are effective for reporting periods beginning after December 15, 2020.

NOTE 19 SALE OF PROPERTY

In January 2018, the City entered into a Ground Lease and Option to Purchase Agreement (the Agreement) whereby the lessor will have the option to purchase the property for the fair market value of $1,980,000. The City recorded the transaction in the fiscal year 2017-18 as a capital lease and reported the sale of the property with a gain of $1.2 million.

In October 2018, the lessor exercised the purchase option in the Agreement and paid the City the full purchase amount including all unpaid lease payments for a total of $2.1 million.

NOTE 20 RESTATEMENT OF BEGINNING NET POSITION AND FUND BALANCES

The accompanying financial statements reflect adjustments that resulted in the restatement of beginning fund balances in the governmental and proprietary funds financial statements and net position of Governmental and Business-type Activities in the government-wide financial statements. The following schedule summarizes the effect of the restatement of the fund balances and net position as of July 1, 2018:

Proprietary Funds

	Water Fund	Sewer Fund
Fund balance at July 1, 2018, as previously reported	$ (11,012,788)	$ 16,505,579
Prior Period Adjustments:		
Transfer of capital assets (1)	(411,921)	(95,378)
Recognition of deferred outflows related to OPEB (2)	51,935	51,935
Reallocation of net pension liability, and related deferred inflows and outlows of resources (3)	1,473,196	1,595,364
Fund balance at July 1, 2018, as restated	$ (9,899,578)	$ 18,057,500

Government-wide Financial Statements

	Governmental Activities	Business-type Activities
Net Position at July 1, 2018, as previously reported	$ 275,388,038	$ 4,831,390
Prior Period Adjustments:		
Transfer of capital assets (1)	(858,587)	(507,299)
Recognition of deferred outflows related to OPEB (2)	1,973,515	103,870
Reallocation of net pension liability, and related deferred inflows and outlows of resources (3)	(3,068,560)	3,068,560
Net Position at July 1, 2018, as restated	$ 273,434,406	$ 7,496,521

1) This adjustment is to recognize the depreciation expense related to construction-in-progress that was completed in prior years and to write-off certain construction-in-progress.

2) This adjustment is to recognize the deferred outflows of resources related to OPEB for the contributions subsequent to measurement date that was not recognized in fiscal year 2017/2018.

3) This adjustment is to reallocate the net pension liability, deferred inflows and outflows of resources previously recognized in the Business-type Activities and the Governmental Activities due to a change in the percentage of allocation.

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REQUIRED SUPPLEMENTARY INFORMATION

City of El Monte
Budgetary Comparison by Department
General Fund
Year ended June 30, 2019

	Budgeted Amounts			Variance with Final Budget Positive
	Original	Final	Actual	(Negative)
Revenues				
Taxes	$ 55,919,000	$ 56,069,000	$ 57,039,145	$ 970,145
Licenses and permits	3,325,500	4,633,160	2,242,591	(2,390,569)
Intergovernmental	190,000	190,000	370,807	180,807
Charges for services	3,524,600	5,070,600	4,573,487	(497,113)
Fines and forfeitures	992,000	992,000	1,015,631	23,631
Use of money and property	312,000	312,000	1,287,168	975,168
Miscellaneous	2,078,400	2,078,400	1,692,991	(385,409)
Total revenues	66,341,500	69,345,160	68,221,820	(1,123,340)
Expenditures				
Current:				
General government	12,535,500	13,619,626	11,646,315	1,973,311
Parks, recreation and cultural	4,136,700	3,978,993	3,224,695	754,298
Economic development	5,728,000	7,304,668	5,420,169	1,884,499
Public works	11,712,286	12,233,366	8,033,576	4,199,790
Public safety	37,986,300	41,934,889	41,144,760	790,129
Capital outlay	792,314	792,314	792,314	-
Debt service:				
Principal retirement	470,000	470,000	470,000	-
Interest and fiscal charges	57,200	57,200	37,575	19,625
Total expenditures	73,418,300	80,391,056	70,769,404	9,621,652
Excess(deficiency) of revenues over expenditures	(7,076,800)	(11,045,896)	(2,547,584)	8,498,312
Other financing sources (uses)				
Transfers in	3,300,000	3,300,000	3,218,777	(81,223)
Transfers out	(1,034,700)	(1,034,700)	(1,054,719)	(20,019)
Net other financing sources (uses)	2,265,300	2,265,300	2,164,058	(101,242)
Change in fund balance	(4,811,500)	(8,780,596)	(383,526)	8,397,070
Fund balances, beginning of year	40,355,143	40,355,143	40,355,143	-
Fund balances, end of year	$ 35,543,643	$ 31,574,547	$ 39,971,617	$ 8,397,070

City of El Monte
Budgetary Comparison by Department
Retirement Fund
Year ended June 30, 2019

	Budgeted Amounts			Variance with Final Budget Positive
	Original	Final	Actual	(Negative)
Revenues				
Taxes	$ 11,996,000	$ 11,996,000	$ 12,528,976	$ 532,976
Intergovernmental	85,000	85,000	85,220	220
Use of money and property	-	-	29,121	29,121
Miscellaneous	-	-	41,797	41,797
Total revenues	12,081,000	12,081,000	12,685,114	604,114
Expenditures				
General government	17,668,000	17,668,000	17,418,029	249,971
Total expenditures	17,668,000	17,668,000	17,418,029	249,971
Change in fund balance	(5,587,000)	(5,587,000)	(4,732,915)	854,085
Fund balances, beginning of year	9,067,838	9,067,838	9,067,838	-
Fund balances, end of year	$ 3,480,838	$ 3,480,838	$ 4,334,923	$ 854,085

City of El Monte
Budgetary Comparison
Housing and Community Development Fund
Year ended June 30, 2019

	Budgeted Amounts			Variance with Final Budget Positive
	Original	Final	Actual	(Negative)
Revenues				
Intergovernmental	$ 4,470,600	$ 4,544,940	$ 1,166,995	$ (3,377,945)
Use of money and property	449,400	792,655	482,099	(310,556)
Miscellaneous	1,104,900	1,104,900	251,784	(853,116)
Total revenues	6,024,900	6,442,495	1,900,878	(4,541,617)
Expenditures				
Current:				
Parks, recreation and cultural	40,000	40,000	-	40,000
Economic development	4,995,300	5,946,478	1,615,112	4,331,366
Public works	545,800	918,389	3,470	914,919
Debt service:				
Principal retirement	120,000	406,000	406,000	-
Interest and fiscal charges	323,800	45,310	37,782	7,528
Total expenditures	6,024,900	7,356,177	2,062,364	5,293,813
Change in fund balance	-	(913,682)	(161,486)	752,196
Fund balances, beginning of year	2,723,599	2,723,599	2,723,599	-
Fund balances, end of year	$ 2,723,599	$ 1,809,917	$ 2,562,113	$ 752,196

	Budgeted Amounts			Variance with Final Budget Positive (Negative)
	Original	Final	Actual	
Revenues				
Use of money and property	$ 25,000	$ 25,000	$ 61,769	$ 36,769
Miscellaneous	-	-	250,000	250,000
Total revenues	25,000	25,000	311,769	286,769
Expenditures				
Current:				
General government	85,000	85,000	13,273	71,727
Economic development	-	94,500	-	94,500
Total expenditures	85,000	179,500	13,273	166,227
Change in fund balance	(60,000)	(154,500)	298,496	452,996
Fund balances, beginning of year	3,150,964	3,150,964	3,150,964	-
Fund balances, end of year	$ 3,090,964	$ 2,996,464	$ 3,449,460	$ 452,996

City of El Monte
California Public Retirement System
Schedule of Changes in the Net Pension Liability and Related Ratios
Miscellaneous Plan
Last Ten Years*

	Measurement Period				
	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018
Total Pension Liability					
Service Cost	$ 1,413,675	$ 1,398,531	$ 1,649,003	$ 1,808,688	$ 2,073,719
Interest on total pension liability	10,356,614	10,529,069	10,734,759	10,805,162	10,779,948
Differences between expected and actual experience	-	(1,904,480)	(1,557,996)	(2,848,478)	(644,299)
Changes in assumptions	-	(2,620,669)	-	9,183,934	(4,260,821)
Benefit payments, including refunds of employee contributions	(7,622,269)	(7,759,491)	(7,852,687)	(8,150,427)	(8,237,351)
Net change in total pension liability	4,148,020	(357,040)	2,973,079	10,798,879	(288,804)
Total pension liability - beginning	141,192,499	145,340,519	144,983,479	147,956,558	158,755,437
Total pension liability - ending (a)	$ 145,340,519	$ 144,983,479	$ 147,956,558	$ 158,755,437	$ 158,466,633
Plan Fiduciary Net Position					
Contributions - employer	$ 2,469,291	$ 2,877,899	$ 3,606,881	$ 4,322,644	$ 4,360,371
Contributions - employee	849,234	726,230	753,952	806,051	880,614
Net investment income	16,546,367	2,394,089	507,287	11,531,597	9,577,509
Benefit payments	(7,622,269)	(7,759,491)	(7,852,687)	(8,150,427)	(8,237,351)
Administrative expenses	-	(120,827)	(65,429)	(154,004)	(175,562)
Net plan to plan resource movement	-	-	-	-	(276)
Other miscellaneous expense	-	-	-	-	(333,395)
Net change in plan fiduciary net position	12,242,623	(1,882,100)	(3,049,996)	8,355,861	6,071,910
Plan fiduciary net position - beginning	96,997,950	109,240,573	107,358,473	104,308,477	112,664,338
Plan fiduciary net position - ending (b)	$ 109,240,573	$ 107,358,473	$ 104,308,477	$ 112,664,338	$ 118,736,248
Net pension liability - ending (a)-(b)	$ 36,099,946	$ 37,625,006	$ 43,648,081	$ 46,091,099	$ 39,730,385
Plan fiduciary net position as a percentage of the total pension liability	75.16%	74.05%	70.50%	70.97%	74.93%
Covered payroll	$ 9,288,883	$ 9,287,631	$ 10,689,767	$ 10,659,405	$ 12,164,717
Net pension liability as percentage of covered payroll	388.64%	405.11%	408.32%	432.40%	326.60%

Notes to Schedule:

Benefit changes - The figures above do not include any liability impact that may have resulted from plan changes which occurred after the June 30, 2017 valuation date. This applies for voluntary benefit changes as well as any offers of Two Years Additional Service Credit (a.k.a. Golden Handshakes).

Changes in assumption - In 2018, demographic assumptions and inflation rate were changed in accordance to the CalPERS Experience Study and Review of Actuarial Assumptions December 2017. There were no changes in the discount rate. In 2017, the discount rate was reduced from 7.65 percent to 7.15 percent. In 2016, there were no changes. In 2015, amounts reported reflect an adjustment of the discount rate from 7.5 percent (net of administrative expense) to 7.65 percent (without a reduction for pension plan administrative expense.) In 2014, amounts reported were based on the 7.5 percent discount rate.

* Fiscal year 2015 was the first year of implementation, therefore only five years are shown.

City of El Monte
California Public Retirement System
Schedule of Plan Contributions
Miscellaneous Plan
Last Ten Years*

	Fiscal Year				
	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
Actuarially determined contributions	$ 2,877,899	$ 3,606,881	$ 5,032,657	$ 5,132,314	$ 5,427,806
Contributions in relation to the actuarially determined contributions	(2,877,899)	(3,606,881)	(5,032,657)	(5,132,314)	(5,427,806)
Contribution deficiency / (excess)	$ -	$ -	$ -	$ -	$ -
Covered Payroll	$ 9,286,371	$ 9,853,856	$ 10,684,485	$ 11,970,320	$ 12,098,906
Contributions as a percentage of Covered Payroll	30.99%	36.60%	47.10%	42.88%	44.86%

Notes to Schedule:

The actuarial methods and assumptions used to set the actuarially determined contributions for Fiscal Year 2018-19 were from the June 30, 2016 funding valuation report.

Actuarial Cost Method	Entry age normal
Amortization method / Period	For details, see June 30, 2016 Funding Valuation Report.
Asset valuation method	Market Value of Assets. For details, see June 30, 2016 Funding Valuation Report.
Inflation	2.75%
Salary increases	Varies by Entry age and Service
Payroll Growth	3.00%
Investment rate of return	7.50%, net of pension plan investment expense and administrative expenses; includes inflation
Retirement age	The probabilities of retirement are based on the 2014 CalPERS Experience Study for the period from 1997 to 2011.
Mortality	The probabilities of mortality are based on the 2014 CalPERS Experience Study for the period from 1997 to 2011. Pre-retirement and Post-retirement mortality rates include 20 years of projected mortality improvement using Scale BB published by the Society Actuaries.

* Fiscal year 2015 was the first year of implementation, therefore only five years are shown.

City of El Monte
California Public Retirement System
Schedule of Changes in the Net Pension Liability and Related Ratios
Safety Plan
Last Ten Years*

	Measurement Period				
	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018
Total Pension Liability					
Service Cost	$ 4,209,379	$ 4,080,356	$ 3,854,169	$ 4,712,074	$ 4,781,609
Interest on total pension liability	20,146,739	20,530,962	21,083,754	21,269,142	21,373,803
Differences between expected and actual experience	-	(5,343,596)	(2,506,398)	(6,149,797)	94,618
Changes in assumptions	-	(5,126,822)	-	18,142,293	(8,890,355)
Changes in benefits	-	-	-	-	-
Benefit payments, including refunds of employee contributions	(13,982,615)	(14,149,001)	(15,382,567)	(15,604,395)	(15,908,506)
Net change in total pension liability	10,373,503	(8,101)	7,048,958	22,369,317	1,451,169
Total pension liability - beginning	273,509,812	283,883,315	283,875,214	290,924,172	313,293,489
Total pension liability - ending (a)	$ 283,883,315	$ 283,875,214	$ 290,924,172	$ 313,293,489	$ 314,744,658
Plan Fiduciary Net Position					
Contributions - employer	$ 5,853,271	$ 6,433,171	$ 7,088,089	$ 8,168,448	$ 9,279,382
Contributions - employee	1,231,838	1,219,054	1,145,343	1,209,042	1,341,650
Net investment income	32,363,060	4,802,759	987,096	22,641,870	18,728,046
Benefit payments	(13,982,615)	(14,149,001)	(15,382,567)	(15,604,395)	(15,908,506)
Administrative expense	-	(238,927)	(129,391)	(304,170)	(346,136)
Net plan to plan resource movement	-	-	-	-	(547)
Other miscellaneous expense	-	-	-	-	(657,319)
Net change in plan fiduciary net position	25,465,554	(1,932,944)	(6,291,430)	16,110,795	12,436,570
Plan fiduciary net position - beginning	188,775,783	214,241,337	212,308,393	206,016,963	222,127,758
Plan fiduciary net position - ending (b)	$ 214,241,337	$ 212,308,393	$ 206,016,963	$ 222,127,758	$ 234,564,328
Net pension liability - ending (a)-(b)	$ 69,641,978	$ 71,566,821	$ 84,907,209	$ 91,165,731	$ 80,180,330
Plan fiduciary net position as a percentage of the total pension liability	75.47%	74.79%	70.81%	70.90%	74.53%
Covered payroll	$ 12,907,061	$ 13,042,114	$ 12,062,372	$ 12,935,662	$ 13,704,028
Net pension liability as percentage of covered payroll	539.56%	548.74%	703.90%	704.76%	585.09%

Notes to Schedule:

Benefit changes - The figures above do not include any liability impact that may have resulted from plan changes which occurred after the June 30, 2017 valuation date. This applies for voluntary benefit changes as well as any offers of Two Years Additional Service Credit (a.k.a. Golden Handshakes).

Changes in assumption - In 2018, demographic assumptions and inflation rate were changed in accordance to the CalPERS Experience Study and Review of Actuarial Assumptions December 2017. There were no changes in the discount rate. In 2017, the discount rate was reduced from 7.65 percent to 7.15 percent. In 2016, there were no changes. In 2015, amounts reported reflect an adjustment of the discount rate from 7.5 percent (net of administrative expense) to 7.65 percent (without a reduction for pension plan administrative expense.) In 2014, amounts reported were based on the 7.5 percent discount rate.

* Fiscal year 2015 was the first year of implementation, therefore only five years are shown.

City of El Monte
California Public Retirement System
Schedule of Plan Contributions
Safety Plan
Last Ten Years*

	Fiscal Year				
	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
Actuarially determined contributions	$ 6,433,171	$ 7,088,089	$ 9,253,254	$ 10,595,066	$ 11,903,410
Contributions in relation to the actuarially determined contributions	(6,433,171)	(7,088,089)	(9,253,254)	(10,595,066)	(11,903,410)
Contribution deficiency / (excess)	$ -	$ -	$ -	$ -	$ -
Covered Payroll	$ 11,726,459	$ 11,417,560	$ 12,250,848	$ 13,129,258	$ 14,146,753
Contributions as a percentage of Covered Payroll	54.86%	62.08%	75.53%	80.70%	84.14%

Notes to Schedule:

The actuarial methods and assumptions used to set the actuarially determined contributions for Fiscal Year 2018-2019 were from the June 30, 2016 funding valuation report.

Actuarial Cost Method	Entry age normal
Amortization method / Period	For details, see June 30, 2016 Funding Valuation Report.
Asset valuation method	Market Value of Assets. For details, see June 30, 2016 Funding Valuation Report
Inflation	2.75%
Salary increases	Varies by Entry age and Service
Payroll Growth	3.00%
Investment rate of return	7.50%, net of pension plan investment expense and administrative expenses; includes inflation
Retirement age	The probabilities of retirement are based on the 2014 CalPERS Experience Study for the period from 1997 to 2011.
Mortality	The probabilities of mortality are based on the 2014 CalPERS Experience Study for the period from 1997 to 2011. Pre-retirement and Post-retirement mortality rates include 20 years of projected mortality improvement using Scale BB published by the Society Actuaries.

* Fiscal year 2015 was the first year of implementation, therefore only five years are shown.

City of El Monte
Public Agency Retirement System (PARS)
Schedule of Changes in the Net Pension Liability and Related Ratios
Retirement Enhancement Plan
Last Ten Years*

	Measurement Period			
	2014-2015	2015-2016	2016-2017	2017-2018
Total Pension Liability				
Service Cost	$ 482,698	$ 497,179	$ 459,664	$ 434,485
Interest on total pension liability	2,405,253	2,468,145	2,530,571	2,636,103
Differences between expected and actual experience	-	-	-	-
Effect of plan changes	-	-	202,891	-
Effect of economic/demographic gains or losses	-	-	489,846	-
Changes in assumptions	-	-	-	-
Changes in benefits	-	-	-	-
Benefit payments, including refunds of employee contributions	(1,889,598)	(1,981,558)	(1,952,800)	(2,118,266)
Net change in total pension liability	998,353	983,766	1,730,172	952,322
Total pension liability - beginning	37,451,113	38,449,466	39,433,232	41,163,404
Total pension liability - ending (a)	$ 38,449,466	$ 39,433,232	$ 41,163,404	$ 42,115,726
Plan Fiduciary Net Position				
Contributions - employer	$ 1,655,324	2,385,392	3,081,984	3,114,449
Contributions - employee	345,022	345,242	-	-
Net investment income	345,266	291,774	1,604,645	1,132,316
Administrative expenses	(5,811)	(7,097)	(7,776)	(7,770)
Benefit payments	(1,889,598)	(1,981,558)	(1,952,800)	(2,118,266)
Net change in plan fiduciary net position	450,203	1,033,753	2,726,053	2,120,729
Plan fiduciary net position - beginning	17,420,019	17,870,222	18,903,975	21,630,028
Plan fiduciary net position - ending (b)	$ 17,870,222	$ 18,903,975	$ 21,630,028	$ 23,750,757
Net pension liability - ending (a)-(b)	$ 20,579,244	$ 20,529,257	$ 19,533,376	$ 18,364,969
Plan fiduciary net position as a percentage of the total pension liability	46.48%	47.94%	52.55%	56.39%
Covered payroll	$ 6,900,440	$ 6,904,840	$ 6,547,942	$ 6,809,105
Net pension liability as percentage of covered payroll	298.23%	297.32%	298.31%	269.71%

Notes to Schedule:

Benefit changes - There have been no significant changes between the valuation date of June 30, 2017 and the measurement date of June 30, 2018.

Changes in assumption - There have been no significant changes between the valuation date of June 30, 2017 and the measurement date of June 30, 2018.

* Fiscal year 2015 was the first year of implementation. Information shown was based on GASB 68 Accounting Valuation Report for 4 measurement periods prepared since 2015 implementation year.

City of El Monte
Public Agency Retirement System (PARS)
Schedule of Plan Contribution
Retirement Enhancement Plan
Last Ten Years*

	Fiscal Year				
	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
Actuarially determined contributions	$ 2,047,953	$ 2,368,360	$ 2,752,653	$ 2,715,844	$ 2,481,762
Contributions in relation to the actuarially determined contributions	(1,655,324)	(2,385,392)	(2,752,653)	(2,715,844)	(2,481,762)
Contribution deficiency / (excess)	$ 392,629	$ (17,032)	$ -	$ -	$ -
Covered Payroll	$ 6,896,823	$ 6,911,135	$ 7,004,154	$ 6,910,543	$ 6,314,914
Contributions as a percentage of Covered Payroll	24.00%	34.52%	39.30%	39.30%	39.30%

Notes to Schedule:

The following actuarial methods and assumptions were used in the June 30, 2017 funding valuation.
Actuarially determined contribution rates were calculated as of January 1, two years prior to the end of the calendar year in which the contributions are reported.

Actuarial Cost Method	Entry age normal
Amortization method / Period	Level dollar, closed,13 years at 6/30/2017
Asset valuation method	None
Inflation	2.75%
Salary increases	Graded rates based on years of service, 3.50% after 30 years of service
Payroll Growth	3.00%
Investment rate of return	6.50%, net of pension plan investment expense and administrative expenses including inflation.
Retirement age	Retirement rates at 30% per year. At age 70, 100% of all participants are assumed to retire. Experience Study for the period from 1997 to 2011.
Mortality	Pre-Retirement: Consistent with the Non-Industrial rates used to value the Miscellaneous CalPERS Pension Plans. Post Retirement: CalPERS 1997-2011 Healthy Retiree Table (sex-distinct) with an assumed base year of 2008 and full generational projection using Scale AA.

* Fiscal year 2015 was the first year of implementation, therefore only five years are shown.

City of El Monte
Postemployment Health Benefits
Schedule of Changes in Net OPEB Liability and Related Ratios
Last Ten Years*

	Measurement Period	
	2016-2017	2017-2018
Total OPEB Liability		
Service cost	$ 3,217,336	$ 2,752,460
Interest on total OPEB liability	3,529,564	4,034,369
Differences between expected and actual experience	(1,096,829)	(610,626)
Changes in assumptions	(14,315,629)	(14,046,049)
Benefit payments, including refunds of employee contributions	(1,971,159)	(2,077,384)
Net change in total OPEB liability	(10,636,717)	(9,947,230)
Total OPEB liability - beginning of year	121,605,686	110,968,969
Total OPEB liability - end of year (a)	$ 110,968,969	$ 101,021,739
Plan Fiduciary Net Position		
Net investment income	$ -	$ -
Contributions - employer	1,971,159	2,077,384
Benefit payments, including refunds of employee contributions	(1,971,159)	(2,077,384)
Administrative expenses	-	-
Net change in plan fiduciary net position	-	-
Plan fiduciary net position - beginning of year	-	-
Plan fiduciary net position - end of year (b)	$ -	$ -
Net OPEB liability - end of year (a)-(b)	$ 110,968,969	$ 101,021,739
Plan fiduciary net position as a percentage of the total pension liability	0%	0%
Covered payroll	N/A	18,570,027
Net OPEB liability as percentage of covered payroll	N/A	544%

* Fiscal year 2018 was the first year of implementation, therefore only two years are shown.

	Fiscal Year	
	2017-2018	2018-2019
Actuarially determined contributions	$ 2,598,298	$ 2,291,935
Contributions in relation to the actuarially determined contributions	(2,077,384)	(2,202,423)
Contribution deficiency / (excess)	$ 520,914	$ 89,512

* Fiscal year 2018 was the first year of implementation, therefore only two years are shown.

BUDGETARY CONTROL AND ACCOUNTING

The City and its component units' fiscal year begins on July 1 of each year and ends June 30 the following year. The following procedures establish the budgetary data reflected in the financial statements:

- On or before the fifteenth of June of each year, the City Manager submits to the City Council a proposed budget for the next ensuing fiscal year based on a detailed financial plan prepared by the heads of the various offices, agencies and departments of the City and its component units. Upon receipt of the proposed budget, the Council may make modifications with the affirmative vote of at least a majority of its members.

- Before adoption of the budget, the Council holds a public hearing wherein the public is given an opportunity to be heard, after which the Council may make any revisions deemed advisable. On or before July 1 annually, the City Council adopts the budget as amended through a budget resolution passed by the affirmative vote of at least a majority of its members. Upon final adoption, the budget is in effect for the ensuing fiscal year and becomes the authority for the various offices, agencies, and departments to expend subject to controls established by the City's Policy. At any meeting after the adoption of the budget, the City Council may amend or supplement the budget by affirmative vote of the majority of the Council members so as to authorize the transfer of unused balances appropriated for one purpose to another purpose, or to appropriate available revenue not included in the budget.

- The level of budgetary control (that is, the level at which expenditures cannot legally exceed the appropriated amount) is established at the department level, subject to the authority granted to the City Manager to transfer appropriations from account to account as necessary to assure adequate and proper standards of service and to achieve the intent of the City Council in providing municipal services for the fiscal year.

The City's budget is a detailed operating plan, which identifies estimated costs and results in relation to estimated revenues. The budget includes (1) the programs, projects, services, and activities to be provided during the fiscal year, (2) the estimated resources (inflows) and amounts available for appropriation and (3) the estimated charges to appropriations. The budget represents a process through which policy decisions are made, implemented, and controlled.

Annual budgets are legally adopted for the General Fund, Special Revenue Funds, Debt Service Funds and Certain Capital Projects Funds. Although budgets are legally adopted for the City's Proprietary Funds, there is no legal requirement for the fiscal year results to be reported to City Council. Therefore, no budgetary reporting for the Proprietary Funds has been presented in the accompanying financial statements.

Budgets for the General and Special Revenue Funds are adopted on a basis consistent with accounting principles generally accepted in the United States of America. The modified accrual basis of accounting is employed in the preparation of the budget.

TRANSFERS OUT IN EXCESS OF APPROPRIATIONS

Transfers out for the year ended June 30, 2019 exceeded the appropriations by the following amounts in the following funds:

Transfers Exceeding appropriation		
Major Fund		
General Fund	$ 20,019	(1)
Nonmajor Special Revenue Fund		
Traffic Safety Fund	8,279	(2)

These transfers represented 1) grant costs incurred in the special revenue funds that were funded/matched by general fund and 2) more traffic safety funds received than anticipated that was transferred to general fund.

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SUPPLEMENTARY INFORMATION

	Special Revenue Funds			
	Parking and Business Improvement	Proposition A	Proposition C	Supplemental Law Enforcement Safety Fund (SLES)
ASSETS AND DEFERRED OUTFLOWS OF RESOURCES				
Assets:				
Cash and investments	$ 756,637	$ 2,176,583	$ 6,889,386	$ 889,902
Cash and investments with fiscal agent	-	-	-	-
Receivables:				
Accounts	-	151,893	21,295	-
Taxes	-	-	-	-
Notes and loans	-	-	-	-
Prepaid expenses	1,451	-	-	101,273
Due from other governments	-	-	-	-
Total assets	758,088	2,328,476	6,910,681	991,175
Deferred outflows of resources	-	-	-	-
Total assets and deferred outflows of resources	$ 758,088	$ 2,328,476	$ 6,910,681	$ 991,175
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES				
Liabilities:				
Accounts payable	$ 8,073	$ 151,216	$ 33,301	$ -
Advances from grantors	-	-	-	-
Deposits payable	-	-	1,774	-
Due to other governments	-	-	-	-
Due to other funds	-	-	-	-
Total liabilities	8,073	151,216	35,075	-
Deferred inflows of resources				
Unavailable revenue	-	-	-	-
Total deferred inflows of resources	-	-	-	-
Fund Balances (Deficit)				
Restricted				
Special revenue funds	750,015	2,177,260	6,875,606	991,175
Capital projects funds	-	-	-	-
Debt service funds	-	-	-	-
Unassigned	-	-	-	-
Total fund balances (deficit)	750,015	2,177,260	6,875,606	991,175
Total liabilities, deferred inflows of resources, and fund balances	$ 758,088	$ 2,328,476	$ 6,910,681	$ 991,175

	Special Revenue Funds						
	Special Gas Tax	Transportation Development Act Fund	AB 939	Cable Television Corporation	Art in Public Places	Special Programs	Special Programs II
	$ 275,645	$ -	$ 1,199,994	$ 56,212	$ 2,419,410	$ 382,447	$ 80,803
	-	-	-	-	-	-	-
	-	-	167,242	48,271	7,900	19,013	-
	-	-	731	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
	275,645	-	1,367,967	104,483	2,427,310	401,460	80,803
	-	-	-	-	-	-	-
	$ 275,645	$ -	$ 1,367,967	$ 104,483	$ 2,427,310	$ 401,460	$ 80,803
	$ -	$ -	$ 56,195	$ 1,700	$ 247,298	$ 55,733	$ -
	-	-	-	-	-	-	-
	-	-	-	-	-	-	12,968
	-	-	-	-	-	-	-
	-	14,717	-	-	-	-	-
	-	14,717	56,195	1,700	247,298	55,733	12,968
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
	275,645	-	1,311,772	102,783	2,180,012	345,727	67,835
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	(14,717)	-	-	-	-	-
	275,645	(14,717)	1,311,772	102,783	2,180,012	345,727	67,835
	$ 275,645	$ -	$ 1,367,967	$ 104,483	$ 2,427,310	$ 401,460	$ 80,803

	Special Revenue Funds			
	Measure R	Traffic Safety Fund	MTA Call for Projects	Mountain View CFD 13-1
ASSETS AND DEFERRED OUTFLOWS OF RESOURCES				
Assets:				
Cash and investments	$ 7,042,787	$ -	$ 408,390	$ 36,016
Cash and investments with fiscal agent	-	-	-	-
Receivables:				
Accounts	-	33,158	-	-
Taxes	-	-	-	70
Notes and loans	-	-	-	-
Prepaid expenses	-	-	-	-
Due from other governments	-	-	165,208	-
Total assets	7,042,787	33,158	573,598	36,086
Deferred outflows of resources	-	-	-	-
Total assets and deferred outflows of resources	$ 7,042,787	$ 33,158	$ 573,598	$ 36,086
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES				
Liabilities:				
Accounts payable	$ 43,485	$ -	$ 3,464	$ -
Advances from grantors	-	-	-	-
Deposits payable	-	-	-	-
Due to other governments	-	-	-	-
Due to other funds	-	33,158	-	-
Total liabilities	43,485	33,158	3,464	-
Deferred inflows of resources				
Unavailable revenue	-	-	156,771	-
Total deferred inflows of resources	-	-	156,771	-
Fund Balances (Deficit)				
Restricted				
Special revenue funds	6,999,302	-	413,363	36,086
Capital projects funds	-	-	-	-
Debt service funds	-	-	-	-
Unassigned	-	-	-	-
Total fund balances (deficit)	6,999,302	-	413,363	36,086
Total liabilities, deferred inflows of resources, and fund balances	$ 7,042,787	$ 33,158	$ 573,598	$ 36,086

	Special Revenue Funds						
	Road Maintenance and Rehabilitation	Measure M	Affordable Housing	Tree Mitigation & Planting Fund	Air Quality Improvement Fund	Gateway CFD	CalHome Grant
	$ 2,465,296	$ 2,728,841	$ 122,644	$ 98,136	$ 213,841	$ 45,347	$ 623
	-	-	-	-	-	-	-
	383,589	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	668,173
	-	-	-	-	-	-	-
	-	-	-	-	39,411	-	-
	2,848,885	2,728,841	122,644	98,136	253,252	45,347	668,796
	-	-	-	-	-	-	-
	$ 2,848,885	$ 2,728,841	$ 122,644	$ 98,136	$ 253,252	$ 45,347	$ 668,796
	$ -	$ 7,090	$ -	$ 26	$ 13,990	$ -	$ -
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	668,173
	-	-	-	-	-	-	-
	-	7,090	-	26	13,990	-	668,173
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
	2,848,885	2,721,751	122,644	98,110	239,262	45,347	623
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
	2,848,885	2,721,751	122,644	98,110	239,262	45,347	623
	$ 2,848,885	$ 2,728,841	$ 122,644	$ 98,136	$ 253,252	$ 45,347	$ 668,796

	Special Revenue Funds			
	Urban Development Action Grant (UDAG)	Emergency Shelter Grant	Older Americans Act	Senior Citizen Program
ASSETS AND DEFERRED OUTFLOWS OF RESOURCES				
Assets:				
Cash and investments	$ 166,623	$ -	$ -	$ 62,809
Cash and investments with fiscal agent	-	-	-	-
Receivables:				
Accounts	-	-	-	-
Taxes	-	-	-	-
Notes and loans	-	-	-	-
Prepaid expenses	-	-	-	-
Due from other governments	-	37,994	4,331	3,913
Total assets	166,623	37,994	4,331	66,722
Deferred outflows of resources	-	-	-	-
Total assets and deferred outflows of resources	$ 166,623	$ 37,994	$ 4,331	$ 66,722
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES				
Liabilities:				
Accounts payable	$ -	$ 22,848	$ -	$ 18,291
Advances from grantors	-	-	-	-
Deposits payable	-	-	-	-
Due to other governments	77,515	-	-	-
Due to other funds	-	15,146	2,964	-
Total liabilities	77,515	37,994	2,964	18,291
Deferred inflows of resources				
Unavailable revenue	-	-	-	-
Total deferred inflows of resources	-	-	-	-
Fund Balances (Deficit)				
Restricted				
Special revenue funds	89,108	-	1,367	48,431
Capital projects funds	-	-	-	-
Debt service funds	-	-	-	-
Unassigned	-	-	-	-
Total fund balances (deficit)	89,108	-	1,367	48,431
Total liabilities, deferred inflows of resources, and fund balances	$ 166,623	$ 37,994	$ 4,331	$ 66,722

Special Revenue Funds						
Children's Lunch Program	Asset Forfeiture	Traffic Signals Impact Fee	Street Impact Fee	Sewer Impact Fee	Storm Impact Fee	NPDES Impact Fee
$ -	$ 3,313,495	$ 433,746	$ 672,170	$ 921,210	$ 1,037,597	$ -
-	-	-	-	-	-	-
-	-	351	4,220	-	2,967	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	175	-	-	-	-	-
-	-	-	-	-	-	-
-	3,313,670	434,097	676,390	921,210	1,040,564	-
-	-	-	-	-	-	-
$ -	$ 3,313,670	$ 434,097	$ 676,390	$ 921,210	$ 1,040,564	$ -
$ -	$ 168,965	$ -	$ -	$ -	$ -	$ -
-	-	-	-	-	-	-
-	2,375	-	-	-	-	-
-	-	-	-	-	-	-
16,930	-	-	-	-	-	193,720
16,930	171,340	-	-	-	-	193,720
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	3,142,330	434,097	676,390	921,210	1,040,564	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
(16,930)	-	-	-	-	-	(193,720)
(16,930)	3,142,330	434,097	676,390	921,210	1,040,564	(193,720)
$ -	$ 3,313,670	$ 434,097	$ 676,390	$ 921,210	$ 1,040,564	$ -

	Special Revenue Funds			
	Park Facility Impact Fee	Quimby	Storm Drain	Miscellaneous Grants
ASSETS AND DEFERRED OUTFLOWS OF RESOURCES				
Assets:				
Cash and investments	$ 39,265	$ 2,579,469	$ 682,871	$ -
Cash and investments with fiscal agent	-	-	-	-
Receivables:				
Accounts	-	28,580	3,577	79,756
Taxes	-	-	-	-
Notes and loans	-	-	-	-
Prepaid expenses	-	-	410	-
Due from other governments	-	-	-	1,508,127
Total assets	39,265	2,608,049	686,858	1,587,883
Deferred outflows of resources	-	-	-	-
Total assets and deferred outflows of resources	$ 39,265	$ 2,608,049	$ 686,858	$ 1,587,883
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND FUND BALANCES				
Liabilities:				
Accounts payable	$ -	$ 26,236	$ 9,523	$ 85,645
Advances from grantors	-	-	-	91,111
Deposits payable	-	-	-	69,002
Due to other governments	-	-	-	-
Due to other funds	-	-	-	1,326,998
Total liabilities	-	26,236	9,523	1,572,756
Deferred inflows of resources				
Unavailable revenue	-	-	-	1,522,778
Total deferred inflows of resources	-	-	-	1,522,778
Fund Balances (Deficit)				
Restricted				
Special revenue funds	39,265	2,581,813	677,335	-
Capital projects funds	-	-	-	-
Debt service funds	-	-	-	-
Unassigned	-	-	-	(1,507,651)
Total fund balances (deficit)	39,265	2,581,813	677,335	(1,507,651)
Total liabilities, deferred inflows of resources, and fund balances	$ 39,265	$ 2,608,049	$ 686,858	$ 1,587,883

Special Revenue Funds		Debt Service Fund		
Economic Development Corporation	El Monte Housing Authority	2010 Lease Revenue Bonds	Capital Projects Fund	Totals
$ -	$ 65	$ 42,415	$ 1,195,596	$ 39,436,271
6,986,090	-	1,261,897	-	8,247,987
9,475	-	-	-	961,287
-	-	-	-	801
-	-	-	-	668,173
-	-	-	-	103,309
-	-	-	-	1,758,984
6,995,565	65	1,304,312	1,195,596	51,176,812
-	-	-	-	-
$ 6,995,565	$ 65	$ 1,304,312	$ 1,195,596	$ 51,176,812
$ -	$ -	$ -	$ 53,305	$ 1,006,384
-	-	-	-	91,111
-	-	-	-	86,119
-	-	-	-	745,688
728	-	-	-	1,604,361
728	-	-	53,305	3,533,663
-	-	-	-	1,679,549
-	-	-	-	1,679,549
6,994,837	65	-	-	45,250,015
-	-	-	1,142,291	1,142,291
-	-	1,304,312	-	1,304,312
-	-	-	-	(1,733,018)
6,994,837	65	1,304,312	1,142,291	45,963,600
$ 6,995,565	$ 65	$ 1,304,312	$ 1,195,596	$ 51,176,812

	Special Revenue Funds			
	Parking and Business Improvement	Proposition A	Proposition C	Supplemental Law Enforcement Safety Fund (SLES)
Revenues				
Taxes	$ -	$ 2,294,056	$ 1,902,855	$ -
Licenses and permits	221,917	-	-	-
Intergovernmental	-	-	56,764	310,136
Charges for services	-	150,438	-	-
Fines and forfeitures	-	-	-	-
Use of money and property	-	42,942	127,546	17,601
Miscellaneous	6,617	42,719	-	-
Total revenues	228,534	2,530,155	2,087,165	327,737
Expenditures				
Current:				
General government	71,950	-	-	-
Parks, recreation and cultural	-	-	-	-
Economic development	25,430	-	-	-
Public works	15,676	2,636,560	1,491,394	-
Public safety	-	-	-	188,925
Capital outlay	138,569	-	39,425	180,675
Debt service:				
Principal retirement	-	-	-	-
Interest and fiscal charges	-	-	-	-
Total expenditures	251,625	2,636,560	1,530,819	369,600
Excess (deficiency) of revenues over expenditures	(23,091)	(106,405)	556,346	(41,863)
Other financing sources (uses)				
Transfers in	-	-	-	-
Transfers out	-	-	-	-
Net other financing sources (uses)	-	-	-	-
	(23,091)	(106,405)	556,346	(41,863)
Fund balances, beginning of year	773,106	2,283,665	6,319,260	1,033,038
Fund balances, end of year	$ 750,015	$ 2,177,260	$ 6,875,606	$ 991,175

Special Revenue Funds						
Special Gas Tax	Transportation Development Act Fund	AB 939	Cable Television Corporation	Art in Public Places	Special Programs	Special Programs II
$ -	$ -	$ 440,869	$ -	$ -	$ -	$ -
-	-	-	-	-	-	-
2,373,769	-	-	-	-	-	-
-	-	555,848	-	-	3,713	-
-	-	-	-	-	-	-
13,570	-	-	-	21,211	44,463	-
603,284	50,831	-	190,990	403,109	120,651	-
2,990,623	50,831	996,717	190,990	424,320	168,827	-
-	-	-	149,265	-	-	-
-	-	-	-	-	90,687	-
-	-	-	-	-	-	-
-	86,569	823,479	-	-	-	-
-	-	-	-	-	23,893	-
-	23,280	-	-	-	18,890	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	109,849	823,479	149,265	-	133,470	-
2,990,623	(59,018)	173,238	41,725	424,320	35,357	-
-	-	-	-	-	-	-
(3,060,498)	-	-	-	-	-	-
(3,060,498)	-	-	-	-	-	-
(69,875)	(59,018)	173,238	41,725	424,320	35,357	-
345,520	44,301	1,138,534	61,058	1,755,692	310,370	67,835
$ 275,645	$ (14,717)	$ 1,311,772	$ 102,783	$ 2,180,012	$ 345,727	$ 67,835

	Special Revenue Funds			
	Measure R	Traffic Safety Fund	MTA Call for Projects	Mountain View CFD 13-1
Revenues				
Taxes	$ 1,427,551	$ -	$ -	$ 7,347
Licenses and permits	-	-	-	-
Intergovernmental	-	-	-	-
Charges for services	-	-	-	-
Fines and forfeitures	-	158,279	-	-
Use of money and property	131,744	-	6,071	610
Miscellaneous	-	-	572,500	-
Total revenues	1,559,295	158,279	578,571	7,957
Expenditures				
Current:				
General government	-	-	-	-
Parks, recreation and cultural	-	-	-	-
Economic development	-	-	-	-
Public works	42,580	-	-	-
Public safety	-	-	-	-
Capital outlay	1,140,621	-	68,299	-
Debt service:				
Principal retirement	-	-	-	-
Interest and fiscal charges	-	-	-	-
Total expenditures	1,183,201	-	68,299	-
Excess (deficiency) of revenues over expenditures	376,094	158,279	510,272	7,957
Other financing sources (uses)				
Transfers in	-	-	-	-
Transfers out	-	(158,279)	-	-
Net other financing sources (uses)	-	(158,279)	-	-
Change in fund balances	376,094	-	510,272	7,957
Fund balances, beginning of year	6,623,208	-	(96,909)	28,129
Fund balances, end of year	$ 6,999,302	$ -	$ 413,363	$ 36,086

Special Revenue Funds						
Road Maintenance and Rehabilitation	Measure M	Affordable Housing	Tree Mitigation & Planting Fund	Air Quality Improvement Fund	Gateway CFD	CalHome Grant
$ -	$ 1,607,144	$ -	$ -	$ -	$ 13,125	$ -
-	-	-	-	-	-	-
2,149,310	-	-	-	152,020	-	-
-	-	-	-	-	-	-
-	-	-	41,650	-	-	-
28,705	38,691	-	-	3,249	733	-
-	-	-	-	-	-	-
2,178,015	1,645,835	-	41,650	155,269	13,858	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	5,772	-	-	-
-	8,397	-	-	79,063	-	-
-	-	-	-	-	-	-
-	43,498	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	51,895	-	5,772	79,063	-	-
2,178,015	1,593,940	-	35,878	76,206	13,858	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
2,178,015	1,593,940	-	35,878	76,206	13,858	-
670,870	1,127,811	122,644	62,232	163,056	31,489	623
$ 2,848,885	$ 2,721,751	$ 122,644	$ 98,110	$ 239,262	$ 45,347	$ 623

	Special Revenue Funds			
	Urban Development Action Grant (UDAG)	Emergency Shelter Grant	Older Americans Act	Senior Citizen Program
Revenues				
Taxes	$ -	$ -	$ -	$ -
Licenses and permits	-	-	-	-
Intergovernmental	-	145,451	47,126	105,111
Charges for services	-	-	-	-
Fines and forfeitures	-	-	-	-
Use of money and property	3,173	-	-	-
Miscellaneous	-	-	-	28,349
Total revenues	3,173	145,451	47,126	133,460
Expenditures				
Current:				
General government	-	-	-	-
Parks, recreation and cultural	-	-	67,995	156,510
Economic development	-	145,453	-	-
Public works	-	-	-	-
Public safety	-	-	-	-
Capital outlay	-	-	-	-
Debt service:				
Principal retirement	-	-	-	-
Interest and fiscal charges	-	-	-	-
Total expenditures	-	145,453	67,995	156,510
Excess (deficiency) of revenues over expenditures	3,173	(2)	(20,869)	(23,050)
Other financing sources (uses)				
Transfers in	-	-	20,869	23,050
Transfers out	-	-	-	-
Net other financing sources (uses)	-	-	20,869	23,050
Change in fund balances	3,173	(2)	-	-
Fund balances, beginning of year	85,935	2	1,367	48,431
Fund balances, end of year	$ 89,108	$ -	$ 1,367	$ 48,431

Special Revenue Funds						
Children's Lunch Program	Asset Forfeiture	Traffic Signals Impact Fee	Street Impact Fee	Sewer Impact Fee	Storm Impact Fee	NPDES Impact Fee
$ -	$ -	$ -	$ -	$ -	$ -	$ -
-	-	-	-	-	-	-
-	1,167,427	-	-	-	-	-
-	-	56,785	291,915	109,617	99,041	-
-	-	-	-	-	-	-
-	62,271	1,841	14,726	937	8,838	-
-	34,527	-	-	-	-	-
-	1,264,225	58,626	306,641	110,554	107,879	-
-	-	-	-	-	-	-
14,041	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	686,089	-	-	-	-	-
-	102,813	-	-	-	16,147	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
14,041	788,902	-	-	-	16,147	-
(14,041)	475,323	58,626	306,641	110,554	91,732	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	-	-
(14,041)	475,323	58,626	306,641	110,554	91,732	-
(2,889)	2,667,007	375,471	369,749	810,656	948,832	(193,720)
$ (16,930)	$ 3,142,330	$ 434,097	$ 676,390	$ 921,210	$ 1,040,564	$ (193,720)

	Special Revenue Funds		
	Park Facility Impact Fee	Quimby	Storm Drain
Revenues			
Taxes	$ -	$ -	$ -
Licenses and permits	-	-	-
Intergovernmental	-	-	-
Charges for services	38,640	509,096	-
Fines and forfeitures	-	-	-
Use of money and property	625	76,740	9,728
Miscellaneous	-	-	-
Total revenues	39,265	585,836	9,728
Expenditures			
Current:			
General government	-	-	-
Parks, recreation and cultural	-	-	-
Economic development	-	-	-
Public works	-	-	550,772
Public safety	-	-	-
Capital outlay	-	26,236	-
Debt service:			
Principal retirement	-	-	-
Interest and fiscal charges	-	-	-
Total expenditures	-	26,236	550,772
Excess (deficiency) of revenues over expenditures	39,265	559,600	(541,044)
Other financing sources (uses)			
Transfers in	-	-	910,800
Transfers out	-	-	-
Net other financing sources (uses)	-	-	910,800
Change in fund balances	39,265	559,600	369,756
Fund balances, beginning of year	-	2,022,213	307,579
Fund balances, end of year	$ 39,265	$ 2,581,813	$ 677,335

Special Revenue Funds			Debt Service Fund		
Miscellaneous Grants	Economic Development Corporation	El Monte Housing Authority	2010 Lease Revenue Bonds	Capital Projects Fund	Totals
$ -	$ -	$ -	$ -	$ -	$ 7,692,947
-	-	-	-	-	221,917
881,796	-	-	609,635	-	7,998,545
-	-	-	-	-	1,815,093
-	-	-	-	-	199,929
68,005	104,910	52	1,316,912	-	2,145,894
32,105	-	-	-	-	2,085,682
981,906	104,910	52	1,926,547	-	22,160,007
-	-	-	-	-	221,215
-	-	-	-	-	329,233
18,992	-	-	-	-	195,647
105,277	-	-	-	54,450	5,894,217
219,266	-	-	-	-	1,118,173
1,056,623	-	-	-	56,007	2,911,083
					-
-	-	-	415,000	-	415,000
-	750	-	1,484,268	-	1,485,018
1,400,158	750	-	1,899,268	110,457	12,569,586
(418,252)	104,160	52	27,279	(110,457)	9,590,421
-	-	-	-	-	954,719
-	-	-	-	-	(3,218,777)
-	-	-	-	-	(2,264,058)
(418,252)	104,160	52	27,279	(110,457)	7,326,363
(1,089,399)	6,890,677	13	1,277,033	1,252,748	38,637,237
$ (1,507,651)	$ 6,994,837	$ 65	$ 1,304,312	$ 1,142,291	$ 45,963,600

City of El Monte
Budgetary Comparison Schedule
Parking and Business Improvement
Year ended June 30, 2019

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues				
Licenses and permits	$ 200,000	$ 200,000	$ 221,917	$ 21,917
Miscellaneous	-	-	6,617	6,617
Total revenues	200,000	200,000	228,534	28,534
Expenditures				
Current:				
General government	95,200	104,560	71,950	32,610
Economic development	-	27,900	25,430	2,470
Public works	-	209,071	15,676	193,395
Capital outlay	-	138,569	138,569	-
Total expenditures	95,200	480,100	251,625	228,475
Change in fund balance	104,800	(280,100)	(23,091)	257,009
Fund balances, beginning of year	773,106	773,106	773,106	-
Fund balances, end of year	$ 877,906	$ 493,006	$ 750,015	$ 257,009

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues				
Taxes	$ 2,236,600	$ 2,236,600	$ 2,294,056	$ 57,456
Licenses and permits	-	-	-	-
Intergovernmental	56,600	56,600	-	(56,600)
Charges for services	163,000	163,000	150,438	(12,562)
Fines and forfeitures	-	-	-	-
Use of money and property	11,500	11,500	42,942	31,442
Miscellaneous	92,100	92,100	42,719	(49,381)
Total revenues	2,559,800	2,559,800	2,530,155	(29,645)
Expenditures				
Current:				
Public works	3,167,300	3,217,636	2,636,560	581,076
Total expenditures	3,167,300	3,217,636	2,636,560	581,076
Change in fund balance	(607,500)	(657,836)	(106,405)	551,431
Fund balances, beginning of year	2,283,665	2,283,665	2,283,665	-
Fund balances, end of year	$ 1,676,165	$ 1,625,829	$ 2,177,260	$ 551,431

City of El Monte
Budgetary Comparison Schedule
Proposition C
Year ended June 30, 2019

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues				
Taxes	$ 1,855,200	$ 1,855,200	$ 1,902,855	$ 47,655
Intergovernmental	54,500	54,500	56,764	2,264
Use of money and property	38,800	38,800	127,546	88,746
Total revenues	1,948,500	1,948,500	2,087,165	138,665
Expenditures				
Current:				
Public works	6,586,575	6,674,158	1,491,394	5,182,764
Capital outlay	39,425	39,425	39,425	-
Total expenditures	6,626,000	6,713,583	1,530,819	5,182,764
Change in fund balance	(4,677,500)	(4,765,083)	556,346	5,321,429
Fund balances, beginning of year	6,319,260	6,319,260	6,319,260	-
Fund balances, end of year	$ 1,641,760	$ 1,554,177	$ 6,875,606	$ 5,321,429

City of El Monte
Budgetary Comparison Schedule
Supplemental Law Enforcement Safety (SLES)
Year ended June 30, 2019

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues				
Intergovernmental	$ 230,000	$ 230,000	$ 310,136	$ 80,136
Use of money and property	-	-	17,601	17,601
Total revenues	230,000	230,000	327,737	97,737
Expenditures				
Current:				
Public safety	150,000	234,538	188,925	45,613
Capital outlay	-	180,675	180,675	-
Total expenditures	150,000	415,213	369,600	45,613
Change in fund balance	80,000	(185,213)	(41,863)	143,350
Fund balances, beginning of year	1,033,038	1,033,038	1,033,038	-
Fund balances, end of year	$ 1,113,038	$ 847,825	$ 991,175	$ 143,350

City of El Monte
Budgetary Comparison Schedule
Special Gas Tax
Year ended June 30, 2019

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues				
Intergovernmental	$ 2,468,300	$ 2,468,300	$ 2,373,769	$ (94,531)
Use of money and property	-	-	13,570	13,570
Miscellaneous	-	-	603,284	603,284
Total revenues	2,468,300	2,468,300	2,990,623	522,323
Expenditures				
Current:				
Public works	129,900	129,900	-	129,900
Total expenditures	129,900	129,900	-	129,900
Excess (deficiency) of revenues over expenditures	2,338,400	2,338,400	2,990,623	652,223
Other financing sources (uses)				
Transfers out	(3,300,000)	(3,300,000)	(3,060,498)	239,502
Change in fund balance	(961,600)	(961,600)	(69,875)	891,725
Fund balances, beginning of year	345,520	345,520	345,520	-
Fund balances, end of year	$ (616,080)	$ (616,080)	$ 275,645	$ 891,725

City of El Monte
Budgetary Comparison Schedule
Transportation Development Act Fund
Year ended June 30, 2019

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues				
Miscellaneous	$ 300,000	$ 300,000	$ 50,831	$ (249,169)
Total revenues	300,000	300,000	50,831	(249,169)
Expenditures				
Current:				
Public works	276,720	276,720	86,569	190,151
Capital outlay	23,280	23,280	23,280	-
Total expenditures	300,000	300,000	109,849	190,151
Change in fund balance	-	-	(59,018)	(59,018)
Fund balances, beginning of year	44,301	44,301	44,301	-
Fund balances, end of year	$ 44,301	$ 44,301	$ (14,717)	$ (59,018)

City of El Monte
Budgetary Comparison Schedule
AB 939
Year ended June 30, 2019

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues				
Taxes	$ 500,000	$ 500,000	$ 440,869	$ (59,131)
Charges for services	540,000	540,000	555,848	15,848
Total revenues	1,040,000	1,040,000	996,717	(43,283)
Expenditures				
Current:				
Public works	1,190,300	1,208,578	823,479	385,099
Total expenditures	1,190,300	1,208,578	823,479	385,099
Change in fund balance	(150,300)	(168,578)	173,238	341,816
Fund balances, beginning of year	1,138,534	1,138,534	1,138,534	-
Fund balances, end of year	$ 988,234	$ 969,956	$ 1,311,772	$ 341,816

City of El Monte
Budgetary Comparison Schedule
Cable Television Corporation
Year ended June 30, 2019

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues				
Miscellaneous	$ 147,500	$ 147,500	$ 190,990	$ 43,490
Total revenues	147,500	147,500	190,990	43,490
Expenditures				
Current:				
General government	196,900	196,900	149,265	47,635
Total expenditures	196,900	196,900	149,265	47,635
Change in fund balance	(49,400)	(49,400)	41,725	91,125
Fund balances, beginning of year	61,058	61,058	61,058	-
Fund balances, end of year	$ 11,658	$ 11,658	$ 102,783	$ 91,125

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues				
Use of money and property	$ -	$ -	$ 21,211	$ 21,211
Miscellaneous	85,000	85,000	403,109	318,109
Total revenues	85,000	85,000	424,320	339,320
Expenditures				
Current:				
Economic development	50,000	50,000	-	50,000
Public works	35,000	35,000	-	35,000
Total expenditures	85,000	85,000	-	85,000
Change in fund balance	-	-	424,320	424,320
Fund balances, beginning of year	1,755,692	1,755,692	1,755,692	-
Fund balances, end of year	$ 1,755,692	$ 1,755,692	$ 2,180,012	$ 424,320

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues				
Charges for services	$ 16,500	$ 16,500	$ 3,713	$ (12,787)
Use of money and property	35,000	35,000	44,463	9,463
Miscellaneous	75,500	75,500	120,651	45,151
Total revenues	127,000	127,000	168,827	41,827
Expenditures				
Current:				
Parks, recreation and cultural	127,700	127,810	90,687	37,123
Public safety	-	-	23,893	(23,893)
Capital outlay	-	18,890	18,890	-
Total expenditures	127,700	146,700	133,470	13,230
Change in fund balance	(700)	(19,700)	35,357	55,057
Fund balances, beginning of year	310,370	310,370	310,370	-
Fund balances, end of year	$ 309,670	$ 290,670	$ 345,727	$ 55,057

City of El Monte
Budgetary Comparison Schedule
Measure R
Year ended June 30, 2019

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues				
Taxes	$ 1,391,400	$ 1,391,400	$ 1,427,551	$ 36,151
Use of money and property	42,600	42,600	131,744	89,144
Total revenues	1,434,000	1,434,000	1,559,295	125,295
Expenditures				
Current:				
Public works	1,921,479	2,102,275	42,580	2,059,695
Capital outlay	1,140,621	1,140,621	1,140,621	-
Total expenditures	3,062,100	3,242,896	1,183,201	2,059,695
Change in fund balance	(1,628,100)	(1,808,896)	376,094	2,184,990
Fund balances, beginning of year	6,623,208	6,623,208	6,623,208	-
Fund balances, end of year	**$** 4,995,108	$ 4,814,312	$ 6,999,302	$ 2,184,990

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues				
Fines and forfeitures	$ 150,000	$ 150,000	$ 158,279	$ 8,279
Total revenues	150,000	150,000	158,279	8,279
Expenditures				
Total expenditures	-	-	-	-
Excess (deficiency) of revenues over expenditures	150,000	150,000	158,279	8,279
Other financing sources (uses)				
Transfers out	(150,000)	(150,000)	(158,279)	(8,279)
Change in fund balance	-	-	-	-
Fund balances, beginning of year	-	-	-	-
Fund balances, end of year	$ -	$ -	$ -	$ -

City of El Monte
Budgetary Comparison Schedule
MTA Call for Projects
Year ended June 30, 2019

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues				
Use of money and property	$ 2,568,400	$ 2,568,400.00	$ 6,071	$ (2,562,329)
Miscellaneous	-	-	572,500	572,500
Total revenues	2,568,400	2,568,400	578,571	(1,989,829)
Expenditures				
Capital outlay	3,555,200	3,743,704	68,299	3,675,405
Total expenditures	3,555,200	3,743,704	68,299	3,675,405
Change in fund balance	(986,800)	(1,175,304)	510,272	1,685,576
Fund balances, beginning of year	(96,909)	(96,909)	(96,909)	-
Fund balances, end of year	$ (1,083,709)	$ (1,272,213)	$ 413,363	$ 1,685,576

City of El Monte
Budgetary Comparison Schedule
Mountain View CFD 13-1
Year ended June 30, 2019

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues				
Taxes	$ 8,700	$ 8,700	$ 7,347	$ (1,353)
Use of money and property	-	-	610	610
Total revenues	8,700	8,700	7,957	(743)
Expenditures				
Current:				
Public works	8,700	8,700	-	8,700
Total expenditures	8,700	8,700	-	8,700
Change in fund balance	-	-	7,957	7,957
Fund balances, beginning of year	28,129	28,129	28,129	-
Fund balances, end of year	$ 28,129	$ 28,129	$ 36,086	$ 7,957

City of El Monte
Budgetary Comparison Schedule
Road Maintenance and Rehabilitation
Year ended June 30, 2019

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues				
Intergovernmental	$ 1,911,900	$ 1,911,900	$ 2,149,310	$ 237,410
Use of money and property	-	-	28,705	28,705
Total revenues	1,911,900	1,911,900	2,178,015	266,115
Expenditures				
Current:				
Public works	862,000	862,000	-	
Total expenditures	862,000	862,000	-	-
Change in fund balance	1,049,900	1,049,900	2,178,015	1,128,115
Fund balances, beginning of year	670,870	670,870	670,870	-
Fund balances, end of year	$ 1,720,770	$ 1,720,770	$ 2,848,885	$ 1,128,115

City of El Monte
Budgetary Comparison Schedule
Measure M
Year ended June 30, 2019

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues				
Taxes	$ 1,576,900	$ 1,576,900	$ 1,607,144	$ 30,244
Use of money and property	10,000	10,000	38,691	28,691
Total revenues	1,586,900	1,586,900	1,645,835	58,935
Expenditures				
Current:				
Public works	812,002	1,106,762	8,397	1,098,365
Capital outlay	43,498	43,498	43,498	-
Total expenditures	855,500	1,150,260	51,895	1,098,365
Change in fund balance	731,400	436,640	1,593,940	1,157,300
Fund balances, beginning of year	1,127,811	1,127,811	1,127,811	-
Fund balances, end of year	$ 1,859,211	$ 1,564,451	$ 2,721,751	$ 1,157,300

City of El Monte
Budgetary Comparison Schedule
Tree Mitigation and Planting Fund
Year ended June 30, 2019

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues				
Fines and forfeitures	$ 46,500	$ 46,500	$ 41,650	$ (4,850)
Total revenues	46,500	46,500	41,650	(4,850)
Expenditures				
Current:				
Economic development	8,000	23,000	5,772	17,228
Total expenditures	8,000	23,000	5,772	17,228
Change in fund balance	38,500	23,500	35,878	12,378
Fund balances, beginning of year	62,232	62,232	62,232	-
Fund balances, end of year	$ 100,732	$ 85,732	$ 98,110	$ 12,378

City of El Monte
Budgetary Comparison Schedule
Air Quality Improvement Fund
Year ended June 30, 2019

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues				
Intergovernmental	$ 145,000	$ 145,000	$ 152,020	$ 7,020
Use of money and property	500	500	3,249	2,749
Total revenues	145,500	145,500	155,269	9,769
Expenditures				
Current:				
Public works	220,900	220,900	79,063	141,837
Total expenditures	220,900	220,900	79,063	141,837
Change in fund balance	(75,400)	(75,400)	76,206	151,606
Fund balances, beginning of year	163,056	163,056	163,056	-
Fund balances, end of year	$ 87,656	$ 87,656	$ 239,262	$ 151,606

City of El Monte
Budgetary Comparison Schedule
Gateway CFD
Year ended June 30, 2019

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues				
Taxes	$ 9,300	$ 9,300	$ 13,125	$ 3,825
Use of money and property	-	-	733	733
Total revenues	9,300	9,300	13,858	4,558
Expenditures				
Current:				
Public works	9,300	9,300	-	9,300
Total expenditures	9,300	9,300	-	9,300
Change in fund balance	-	-	13,858	13,858
Fund balances, beginning of year	31,489	31,489	31,489	-
Fund balances, end of year	$ 31,489	$ 31,489	$ 45,347	$ 13,858

City of El Monte
Budgetary Comparison Schedule
Urban Development Action Grant (UDAG)
Year ended June 30, 2019

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues				
Use of money and property	$ -	$ -	$ 3,173	$ 3,173
Total revenues	-	-	3,173	3,173
Expenditures				
Total expenditures	-	-	-	-
Change in fund balance	-	-	3,173	3,173
Fund balances, beginning of year	85,935	85,935	85,935	-
Fund balances, end of year	$ 85,935	$ 85,935	$ 89,108	$ 3,173

City of El Monte
Budgetary Comparison Schedule
Emergency Shelter Grant
Year ended June 30, 2019

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues				
Intergovernmental	$ 143,800	$ 143,800	$ 145,451	$ 1,651
Use of money and property	11,600	11,600	-	(11,600)
Total revenues	155,400	155,400	145,451	(9,949)
Expenditures				
Current:				
Economic development	155,400	155,400	145,453	9,947
Total expenditures	155,400	155,400	145,453	9,947
Change in fund balance	-	-	(2)	(2)
Fund balances, beginning of year	2	2	2	-
Fund balances, end of year	$ 2	$ 2	$ -	$ (2)

City of El Monte
Budgetary Comparison Schedule
Older Americans Act
Year ended June 30, 2019

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues				
Intergovernmental	$ 52,100	$ 52,100	$ 47,126	$ (4,974)
Total revenues	52,100	52,100	47,126	(4,974)
Expenditures				
Current:				
Parks, recreation and cultural	60,600	60,600	67,995	(7,395)
Total expenditures	60,600	60,600	67,995	(7,395)
Excess (deficiency) of revenues over expenditures	(8,500)	(8,500)	(20,869)	(12,369)
Other financing sources (uses)				
Transfers in	8,500	8,500	20,869	12,369
Net other financing sources (uses)	8,500	8,500	20,869	12,369
Change in fund balance	-	-	-	-
Fund balances, beginning of year	1,367	1,367	1,367	-
Fund balances, end of year	$ 1,367	$ 1,367	$ 1,367	$ -

City of El Monte
Budgetary Comparison Schedule
Senior Citizen Program
Year ended June 30, 2019

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues				
Intergovernmental	$ 117,300	$ 117,300	$ 105,111	$ (12,189)
Miscellaneous	20,000	20,000	28,349	8,349
Total revenues	137,300	137,300	133,460	(3,840)
Expenditures				
Current:				
Parks, recreation and cultural	155,600	197,683	156,510	41,173
Total expenditures	155,600	197,683	156,510	41,173
Excess (deficiency) of revenues over expenditures	(18,300)	(60,383)	(23,050)	37,333
Other financing sources (uses)				
Transfers in	15,400	15,400	23,050	7,650
Change in fund balance	(2,900)	(44,983)	-	44,983
Fund balances, beginning of year	48,431	48,431	48,431	-
Fund balances, end of year	$ 45,531	$ 3,448	$ 48,431	$ 44,983

City of El Monte
Budgetary Comparison Schedule
Children's Lunch Program
Year ended June 30, 2019

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues				
Intergovernmental	$ 34,000	$ 34,000	$ -	$ (34,000)
Total revenues	34,000	34,000	-	(34,000)
Expenditures				
Current:				
Parks, recreation and cultural	39,600	39,600	14,041	25,559
Total expenditures	39,600	39,600	14,041	25,559
Change in fund balance	(5,600)	(5,600)	(14,041)	(8,441)
Fund balances, beginning of year	(2,889)	(2,889)	(2,889)	-
Fund balances, end of year	$ (8,489)	$ (8,489)	$ (16,930)	$ (8,441)

City of El Monte
Budgetary Comparison Schedule
Asset Forfeiture Fund
Year ended June 30, 2019

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues				
Intergovernmental	$ 100,000	$ 100,000	$ 1,167,427	$ 1,067,427
Use of money and property	5,000	5,000	62,271	57,271
Miscellaneous	5,000	5,000	34,527	29,527
Total revenues	110,000	110,000	1,264,225	1,154,225
Expenditures				
Current:				
Public safety	37,000	792,679	686,089	106,590
Capital outlay	-	102,813	102,813	-
Total expenditures	37,000	895,492	788,902	106,590
Change in fund balance	73,000	(785,492)	475,323	1,260,815
Fund balances, beginning of year	2,667,007	2,667,007	2,667,007	-
Fund balances, end of year	$ 2,740,007	$ 1,881,515	$ 3,142,330	$ 1,260,815

City of El Monte
Budgetary Comparison Schedule
Traffic Signals Impact Fee
Year ended June 30, 2019

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues				
Charges for services	$ -	$ 40,000	$ 56,785	$ 16,785
Use of money and property	-	-	1,841	1,841
Total revenues	-	40,000	58,626	18,626
Expenditures				
Total expenditures	-	-	-	-
Change in fund balance	-	40,000	58,626	18,626
Fund balances, beginning of year	375,471	375,471	375,471	-
Fund balances, end of year	$ 375,471	$ 415,471	$ 434,097	$ 18,626

City of El Monte
Budgetary Comparison Schedule
Street Impact Fee
Year ended June 30, 2019

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues				
Charges for services	$ -	$ 65,000	$ 291,915	$ 226,915
Use of money and property	-	-	14,726	14,726
Total revenues	-	65,000	306,641	241,641
Expenditures				
Total expenditures	-	-	-	-
Change in fund balance	-	65,000	306,641	241,641
Fund balances, beginning of year	369,749	369,749	369,749	-
Fund balances, end of year	$ 369,749	$ 434,749	$ 676,390	$ 241,641

City of El Monte
Budgetary Comparison Schedule
Sewer Impact Fee
Year ended June 30, 2019

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues				
Charges for services	$ -	$ 65,000	$ 109,617	$ 44,617
Use of money and property	-	-	937	937
Total revenues	-	65,000	110,554	45,554
Expenditures				
Total expenditures	-	-	-	-
Change in fund balance	-	65,000	110,554	45,554
Fund balances, beginning of year	810,656	810,656	810,656	-
Fund balances, end of year	$ 810,656	$ 875,656	$ 921,210	$ 45,554

City of El Monte
Budgetary Comparison Schedule
Storm Impact Fee
Year ended June 30, 2019

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues				
Charges for services	$ -	$ 122,500	$ 99,041	$ (23,459)
Use of money and property	-	-	8,838	8,838
Total revenues	-	122,500	107,879	(14,621)
Expenditures				
Capital outlay	-	145,500	16,147	129,353
Total expenditures	-	145,500	16,147	129,353
Change in fund balance	-	(23,000)	91,732	114,732
Fund balances, beginning of year	948,832	948,832	948,832	-
Fund balances, end of year	$ 948,832	$ 925,832	$ 1,040,564	$ 114,732

City of El Monte
Budgetary Comparison Schedule
Park Facility Impact Fee
Year ended June 30, 2019

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues				
Charges for services	$ -	$ -	$ 38,640	$ 38,640
Use of money and property	-	-	625	625
Total revenues	-	-	39,265	39,265
Expenditures				
Total expenditures	-	-	-	-
Change in fund balance	-	-	39,265	39,265
Fund balances, beginning of year	-	-	-	-
Fund balances, end of year	$ -	$ -	$ 39,265	$ 39,265

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues				
Charges for services	$ 100,000	$ 100,000	$ 509,096	$ 409,096
Use of money and property	-	-	76,740	76,740
Total revenues	100,000	100,000	585,836	485,836
Expenditures				
Capital outlay	-	447,300	26,236	421,064
Total expenditures	-	447,300	26,236	421,064
Change in fund balance	100,000	(347,300)	559,600	906,900
Fund balances, beginning of year	2,022,213	2,022,213	2,022,213	-
Fund balances, end of year	$ 2,122,213	$ 1,674,913	$ 2,581,813	$ 906,900

City of El Monte
Budgetary Comparison Schedule
Storm Drain
Year ended June 30, 2019

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues				
Use of money and property	$ -	$ -	$ 9,728	$ 9,728
Total revenues	-	-	9,728	9,728
Expenditures				
Current:				
Public works	910,800	910,800	550,772	360,028
Total expenditures	910,800	910,800	550,772	360,028
Excess (deficiency) of revenues over expenditures	(910,800)	(910,800)	(541,044)	369,756
Other financing sources (uses)				
Transfers in	910,800	910,800	910,800	-
Net other financing sources (uses)	910,800	910,800	910,800	-
Change in fund balance	-	-	369,756	369,756
Fund balances, beginning of year	307,579	307,579	307,579	-
Fund balances, end of year	$ 307,579	$ 307,579	$ 677,335	$ 369,756

City of El Monte
Budgetary Comparison Schedule
Miscellaneous Grants
Year ended June 30, 2019

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues				
Intergovernmental	$ 6,402,900	$ 6,522,900	$ 881,796	$ (5,641,104)
Use of money and property	-	220,000	68,005	
Miscellaneous	-	-	32,105	32,105
Total revenues	6,402,900	6,742,900	981,906	(5,608,999)
Expenditures				
Current:				
Economic development	-	120,000	18,992	101,008
Public works	5,346,277	5,759,722	105,277	5,654,445
Public safety	-	278,956	219,266	59,690
Capital outlay	1,056,623	1,056,623	1,056,623	-
Total expenditures	6,402,900	7,215,301	1,400,158	5,815,143
Change in fund balance	-	(472,401)	(418,252)	54,149
Fund balances, beginning of year	(1,089,399)	(1,089,399)	(1,089,399)	-
Fund balances, end of year	$ (1,089,399)	$ (1,561,800)	$ (1,507,651)	$ 54,149

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues				
Use of money and property	$ 25,000	$ 25,000	$ 104,910	$ 79,910
Total revenues	25,000	25,000	104,910	79,910
Expenditures				
Debt service				
Interest and fiscal charges	-	1,000	750	250
Total expenditures	-	1,000	750	250
Excess (deficiency) of revenues over expenditures	25,000	24,000	104,160	80,160
Other financing sources (uses)				
Transfers out	(6,705,000)	(6,705,000)	-	6,705,000
Net other financing sources (uses)	(6,705,000)	(6,705,000)	-	6,705,000
Change in fund balance	(6,680,000)	(6,681,000)	104,160	6,785,160
Fund balances, beginning of year	6,890,677	6,890,677	6,890,677	-
Fund balances, end of year	$ 210,677	$ 209,677	$ 6,994,837	$ 6,785,160

City of El Monte
Budgetary Comparison Schedule
El Monte Housing Authority
Year ended June 30, 2019

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues				
Use of money and property	$ -	$ -	$ 52	$ 52
Total revenues	-	-	52	52
Expenditures				
Total expenditures	-	-	-	-
Change in fund balance	-	-	52	52
Fund balances, beginning of year	13	13	13	-
Fund balances, end of year	$ 13	$ 13	$ 65	$ 52

City of El Monte
Budgetary Comparison Schedule
2010 Lease Revenue Bond Debt Service Fund
Year ended June 30, 2019

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues				
Intergovernmental	$ 608,300	$ 608,300	$ 609,635	$ 1,335
Use of money and property	1,291,800	1,291,800	1,316,912	25,112
Total revenues	1,900,100	1,900,100	1,926,547	26,447
Expenditures				
Debt service:				
Principal retirement	415,000	415,000	415,000	-
Interest and fiscal charges	1,484,400	1,484,400	1,484,268	132
Total expenditures	1,899,400	1,899,400	1,899,268	132
Change in fund balance	700	700	27,279	26,579
Fund balances, beginning of year	1,277,033	1,277,033	1,277,033	-
Fund balances, end of year	$ 1,277,733	$ 1,277,733	$ 1,304,312	$ 26,579

	Original Budget	Final Budget	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues				
Total revenues	$ -	$ -	$ -	$ -
Expenditures				
Current:				
General government	1,229,000	-	-	-
Public works	-	54,450	54,450	-
Capital outlay	6,705,000	7,879,550	56,007	7,823,543
Total expenditures	7,934,000	7,934,000	110,457	7,823,543
Excess (deficiency) of revenues over expenditures	(7,934,000)	(7,934,000)	(110,457)	7,823,543
Other financing sources (uses)				
Transfers in	6,705,000	6,705,000	-	(6,705,000)
Net other financing sources (uses)	6,705,000	6,705,000	-	(6,705,000)
Change in fund balance	(1,229,000)	(1,229,000)	(110,457)	1,118,543
Fund balances, beginning of year	1,252,748	1,252,748	1,252,748	-
Fund balances, end of year	$ 23,748	$ 23,748	$ 1,142,291	$ 1,118,543

City of El Monte
Combining Statement of Net Position
All Internal Service Funds
June 30, 2019

	Internal Service Funds			
	Self Insurance	Vehicle Replacement	Equipment Replacement	Total
ASSETS				
Current assets				
Cash and investments	$ -	$ 672,136	$ 817,126	$ 1,489,262
Receivables:				
Accounts	22,481	-	-	22,481
Prepaid accounts	2,500	-	-	2,500
Due from other funds	-	-	154,638	154,638
Total current assets	24,981	672,136	971,764	1,668,881
Noncurrent assets				
Capital assets	-	495,810	18,636	514,446
Accumulated depreciation	-	(77,178)	(4,038)	(81,216)
Capital assets	-	418,632	14,598	433,230
Total assets	24,981	1,090,768	986,362	2,102,111
LIABILITIES				
Current liabilities				
Accounts payable	257	142,874	-	143,131
Due to other funds	154,638	-	-	154,638
Accrued claims and judgments	3,573,807	-	-	3,573,807
Total current liabilities	3,728,702	142,874	-	3,871,576
Noncurrent liabilities				
Advances from other funds	300,000			300,000
Accrued claims and judgments	11,906,403	-	-	11,906,403
Total liabilities	15,935,105	142,874	-	16,077,979
NET POSITION				
Unrestricted net position (deficit)	(15,910,124)	947,894	986,362	(13,975,868)
Total net position	$ (15,910,124)	$ 947,894	$ 986,362	$ (13,975,868)

City of El Monte
Combining Statement of Revenues, Expenses and Changes in Net Position
All Internal Service Funds
Year Ended June 30, 2019

	Internal Service Funds			
	Self Insurance	Vehicle Replacement	Equipment Replacement	Total
Operating revenues				
Interdepartmental charges	$ 2,310,983	$ -	$ -	$ 2,310,983
Total operating revenues	2,310,983	-	-	2,310,983
Operating expenses				
Claims expenses	5,308,990	-	-	5,308,990
Depreciation expense	-	52,283	4,038	56,321
Maintenance and supplies	-	14,849	-	14,849
Total operating expenses	5,308,990	67,132	4,038	5,380,160
Operating loss	(2,998,007)	(67,132)	(4,038)	(3,069,177)
Other financing sources				
Transfers in	-	100,000	100,000	200,000
Changes in net position	(2,998,007)	32,868	95,962	(2,869,177)
Net position (deficit) - beginning	(12,912,117)	915,026	890,400	(11,106,691)
Net position (deficit) - ending	$ (15,910,124)	$ 947,894	$ 986,362	$ (13,975,868)

	Internal Service Funds			
	Self Insurance	Vehicle Replacement	Equipment Replacement	Total
Cash flows from operating activities				
Cash received for interfund service provided	$ 2,310,983	$ -	$ -	$ 2,310,983
Cash paid to suppliers for goods and services	(5,234,139)	128,025	(154,638)	(5,260,752)
Net cash used in operating activities	(2,923,156)	128,025	(154,638)	(2,949,769)
Cash flows from non-capital financing activities				
Transfers from other funds	-	100,000	100,000	200,000
Net cash provided by non-capital and related financing activities	-	100,000	100,000	200,000
Cash flows from capital and related financing activities				
Acquisition of capital assets	-	(304,522)	-	(304,522)
Net cash used in capital and related financing activities	-	(304,522)	-	(304,522)
Change in cash and cash equivalents	(2,923,156)	(76,497)	(54,638)	(3,054,291)
Beginning cash and cash equivalents	2,923,156	748,633	871,764	4,543,553
Ending cash and cash equivalents	$ -	$ 672,136	$ 817,126	$ 1,489,262
Reconciliation of operating loss to net cash provided by (used in) operating activities:				
Operating loss	$ (2,998,007)	$ (67,132)	$ (4,038)	$ (3,069,177)
Adjustments to reconcile operating loss to net cash used in operating activities:				
Depreciation	-	52,283	4,038	56,321
(Increase) decrease in:				
Accounts receivable	(22,471)	-	-	(22,471)
Prepaid accounts	(2,500)	-	-	(2,500)
Due from other funds	-	-	(154,638)	(154,638)
Increase (decrease):				
Accounts payable	(19,294)	142,874	-	123,580
Due to other funds	154,638	-	-	154,638
Compensated absences payable	-	-	-	-
Accrued claims and judgments	(35,522)	-	-	(35,522)
Net cash used in operating activities	$ (2,923,156)	$ 128,025	$ (154,638)	$ (2,949,769)

See notes to financial statements.

This part of the City's Comprehensive Annual Financial Report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the City's overall financial health. In contrast to the financial section, the statistical section information is not subject to independent audit.

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These schedules contain trend information to help the reader understand how the City's financial performance and well-being have changed over time.

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These schedules offer demographic and economic indicators to help the reader understand the environment within which the City's financial activities take place.

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These schedules contain information about the City's operations and resources to help the reader understand how the City's financial information relates to the services the City provides and activities it performs.

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Sources: Unless otherwise noted, the information in these schedules is derived from the Comprehensive Annual Financial Report for the relevant year.

City of El Monte
Table 1 - Net Position by Component
Last Ten Fiscal Years

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Governmental activities										
Net Investment in capital assets	$ 382,391,198	$ 382,386,047	$ 406,191,154	$ 408,942,772	$ 410,145,295	$ 413,506,843	$ 417,936,017	$ 428,069,299	$ 430,694,629	$ 429,478,048
Restricted	68,553,946	66,201,676	71,058,861	67,082,252	62,080,199	63,168,424	59,313,835	60,732,597	55,253,361	57,052,583
Unrestricted	(3,841,062)	2,156,436	(6,986,991)	(9,978,137)	(4,728,375)	(131,237,522)	(121,391,436)	(119,813,615)	(210,559,952)	(213,173,174)
Total governmental activities net position	**$ 447,104,082**	**$ 450,744,159**	**$ 470,263,024**	**$ 466,046,887**	**$ 467,497,119**	**$ 345,437,745**	**$ 355,858,416**	**$ 368,988,281**	**$ 275,388,038**	**$ 273,357,457**
Business-type activities										
Net Investment in capital assets	$ 7,672,327	$ 6,403,743	$ 5,901,252	$ 3,846,931	$ 3,575,181	$ 2,745,186	$ 2,641,756	$ 4,271,724	$ 6,511,640	$ (1,416,196)
Restricted	411,743	403,419	623,422	403,422	403,422	403,445	403,506	404,024	403,491	7,254,671
Unrestricted	7,010,143	7,977,221	7,959,707	9,687,539	10,348,805	3,936,053	4,925,832	3,456,244	(2,083,741)	3,430,680
Total business-type activities net position	**$ 15,094,213**	**$ 14,784,383**	**$ 14,484,381**	**$ 13,937,892**	**$ 14,327,408**	**$ 7,084,684**	**$ 7,971,094**	**$ 8,131,992**	**$ 4,831,390**	**$ 9,269,155**
Primary government										
Net Investment in capital assets	$ 390,063,525	$ 388,789,790	$ 412,092,406	$ 412,789,703	$ 413,720,476	$ 416,252,029	$ 420,577,773	$ 432,341,023	$ 437,206,269	$ 428,061,852
Restricted	68,965,689	66,605,095	71,682,283	67,485,674	62,483,621	63,571,869	59,717,341	61,136,621	55,656,852	64,307,254
Unrestricted	3,169,081	10,133,657	972,716	(290,598)	5,620,430	(127,301,469)	(116,465,604)	(116,357,371)	(212,643,693)	(209,742,494)
Total primary government net position	**$ 462,198,295**	**$ 465,528,542**	**$ 484,747,405**	**$ 479,984,779**	**$ 481,824,527**	**$ 352,522,429**	**$ 363,829,510**	**$ 377,120,273**	**$ 280,219,428**	**$ 282,626,612**

2009 restated for Effect of Prior Period adjustment in 2010
The City of El Monte implemented GASB 34 for the fiscal year ended June 30, 2003. Information prior to the implementation of GASB 34 is not availablke
The City of El Monte implemented GASB 34 Infrastructure Valuation Services for the fiscal year ended June 30, 2007.
The City of El Monte implemented GASB 68 Accounting and Financial Reporting for Pensions for the fiscal year ended June 30, 2015.
The City of El Monte implemented GASB 75 Accounting and Financial Reporting for Postemployment Benefits Other than Pensions (OPEB) for the fiscal year ended June 30, 2018.

Source: Finance Department, City of El Monte

City of El Monte
Table 2 – Changes in Net Position
Last Ten Fiscal Years

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Expenses										
Governmental activities:										
General government	$ 37,182,894	$ 29,578,242	$ 31,035,167	$ 20,788,814	$ 22,732,447	$ 23,640,914	$ 24,848,509	$ 27,106,832	$ 33,049,702	$ 33,668,050
Parks, recreation, and cultural	4,148,973	4,745,831	3,292,920	3,163,505	2,928,453	2,968,162	2,792,932	3,037,979	4,839,794	3,685,407
Economic development	-	3,703,687	3,795,416	4,231,041	5,679,490	2,608,571.00	1,635,333	1,911,677	3,526,468	7,498,438
Public works	11,013,617	10,677,438	12,273,857	15,096,927	16,274,135	15,952,980	16,585,908	19,397,177	22,457,132	14,498,059
Public safety	29,821,998	32,851,129	31,373,685	33,813,668	35,302,886	33,364,275	33,012,638	35,464,248	41,819,319	43,826,465
Interest on long-term debt and issue costs	6,560,377	1,826,698	4,375,648	2,492,205	2,783,650	2,455,645	2,434,888	2,474,698	1,840,106	1,530,412
Total governmental activities expenses	**88,727,858**	**83,383,025**	**86,146,693**	**79,586,160**	**85,701,061**	**80,990,547**	**81,310,208**	**89,392,611**	**107,532,521**	**104,706,831**
Business-type activities:										
Water authority and sewer fund	5,982,157	6,813,653	6,200,127	6,448,416	6,003,145	6,044,861	5,957,680	6,250,283	6,584,282	6,993,953
Total business-type activities expenses	**5,982,157**	**6,813,653**	**6,200,127**	**6,448,416**	**6,003,145**	**6,044,861**	**5,957,680**	**6,250,283**	**6,584,282**	**6,993,953**
Total primary government expenses	**$ 94,710,015**	**$ 90,196,678**	**$ 92,346,820**	**$ 86,034,576**	**$ 91,704,206**	**$ 87,035,408**	**$ 87,267,888**	**$ 95,642,894**	**$ 114,116,803**	**$ 111,700,784**
Program Revenues										
Governmental activities:										
Charges for services:										
General government	$ 2,114,853	$ 3,139,208	$ 2,660,459	$ 417,889	$ 377,054	$ 349,516	$ 378,402	$ 326,524	$ 421,440	$ 569,481
Parks, recreation, and cultural	3,228,325	828,110	899,689	1,337,638	505,314	1,213,806	1,150,647	1,374,211	979,217	1,105,555
Economic development	-	3,368,408	3,668,748	1,743,141	2,198,057	1,819,589	3,394,330	3,458,458	3,809,550	4,535,793
Public works	2,382,772	861,338	994,082	1,254,749	1,505,903	3,389,613	1,000,247	2,289,590	1,592,969	2,036,886
Public safety	2,323,037	2,429,210	2,136,780	1,758,649	1,516,786	1,528,004	1,398,239	1,130,297	1,082,746	1,183,932
Operating grants and contributions	7,757,105	6,909,382	9,245,274	12,050,550	12,337,537	12,032,841	9,333,169	7,712,035	9,634,788	8,696,239
Capital grants and contributions	3,426,688	7,471,458	7,219,958	2,961,085	3,788,170	3,712,045	3,938,321	2,143,189	2,259,303	2,241,597
Total governmental activities program revenues	**21,232,780**	**25,007,114**	**26,824,990**	**21,523,701**	**22,228,821**	**24,045,414**	**20,593,355**	**18,434,304**	**19,780,013**	**20,369,483**
Business-type activities:										
Charges for services:										
Water authority and sewer fund	6,318,772	6,761,971	6,573,474	6,301,092	6,579,007	6,651,294	6,876,895	6,400,515	7,916,503	8,472,443
Operating Contributions and Grants:										
Water authority and sewer fund	135,512	87,977	24,995	41,601	62,487	185,197	-	7,500	-	-
Total business-type activities program revenues	6,454,284	6,849,948	6,598,469	6,342,693	6,641,494	6,836,491	6,876,895	6,408,015	7,916,503	8,472,443
Total primary government program revenues	**$ 27,687,064**	**$ 31,857,062**	**$ 33,423,459**	**$ 27,866,394**	**$ 28,870,315**	**$ 30,881,905**	**$ 27,470,250**	**$ 24,842,319**	**$ 27,696,516**	**$ 28,841,926**
Net (expense) revenue										
Governmental activities	$ (67,495,078)	$ (58,375,911)	$(59,321,703)	$ (58,062,459)	$ (63,472,240)	$ (56,945,133)	$(60,716,853)	$(70,958,307)	$ (87,752,508)	$ (84,337,348)
Business-type activities	472,127	36,295	398,342	(155,723)	638,349	794,630	919,215	157,732	1,332,221	1,478,490
Total primary government net expense	**$ (67,022,951)**	**$ (58,339,616)**	**$(58,923,361)**	**$ (58,218,182)**	**$ (62,833,891)**	**$ (56,150,503)**	**$(59,797,638)**	**$(70,800,575)**	**$ (86,420,287)**	**$ (82,858,858)**
General Revenues and Other Changes in Net Assets										
Governmental activities:										
Taxes										
Property taxes, levied for general purposes	$ 31,914,717	$ 32,108,113	$ 29,761,876	$ 23,681,773	$ 24,509,692	$ 26,099,320	$ 27,532,723	$ 28,984,080	$ 30,744,183	$ 33,378,300
Transient occupancy taxes	273,128	266,460	277,629	298,784	318,023	379,991	419,552	475,614	819,545	1,009,950
Sales taxes	13,482,687	18,365,147	19,908,564	21,908,497	22,812,015	23,527,026	25,664,884	25,478,114	26,818,074	28,987,321
Franchise taxes	3,841,747	2,658,124	3,127,463	2,427,661	3,284,097	3,138,337	3,474,799	3,623,293	3,770,535	3,556,359
Business licenses taxes	135,156	143,629	132,044	2,024,962	2,183,836	2,110,351	2,501,208	2,644,494	2,725,845	2,728,949
Utility user taxes	7,850,115	7,436,906	7,129,350	7,087,818	7,134,428	7,177,685	6,869,855	6,824,008	6,644,912	6,169,379
Other taxes	2,080,476	496,829	403,452	508,683	608,814	587,024	681,879	729,201	1,420,683	2,908,676
Intergovernmental, unrestricted:										
Motor vehicle in-lieu	373,048	406,053	328,956	64,828	53,652	51,826	46,713	51,019	60,149	56,259
Use of money and property	4,915,268	1,366,333	1,822,085	1,302,410	1,146,044	1,103,442	1,160,164	1,344,967	1,681,735	2,257,146
Gain on sale of assets	-	-	-	-	-	-	-	-	1,203,448	1,239,554
Other	92,990	269,038	341,432	597,391	1,581,528	3,085,984	1,421,951	1,920,584	2,182,083	1,366,861
Special item	-	(864,036)	-	(929,376)	509,360	181,143	98,088	(123,407)	(150,512)	501,645
Transfers	-	200,000	283,612	200,000	296,273	100,000	1,265,708	12,136,205	100,000	100,000
Total governmental activities	**64,959,332**	**62,852,596**	**63,516,463**	**59,173,431**	**64,437,762**	**67,542,129**	**71,137,524**	**84,088,172**	**78,020,680**	**84,260,399**
Business-type activities:										
Investment earnings	60,528	53,387	25,894	42,639	47,440	43,243	60,936	73,603	143,255	394,144
Other	8,733	85,616	20,281	197,930	-	142	6,259	29,563	-	-
Transfers	-	(200,000)	(283,612)	(200,000)	(296,273)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)
Total business-type activities	**69,261**	**(60,997)**	**(237,437)**	**40,569**	**(248,833)**	**(56,615)**	**(32,805)**	**3,166**	**43,255**	**294,144**
Total primary program	**$ 65,028,593**	**$ 62,791,599**	**$ 63,279,026**	**$ 59,214,000**	**$ 64,188,929**	**$ 67,485,514**	**$ 71,104,719**	**$ 84,091,338**	**$ 78,063,935**	**$ 84,554,543**
Change in Net Position										
Governmental activities	$ (2,535,746)	$ 4,476,685	$ 4,194,760	$ 1,110,972	$ 965,522	$ 10,596,996	$ 10,420,671	$ 13,129,865	$ (9,731,828)	$ (76,949)
Business-type activities	541,388	(24,702)	160,905	(115,154)	389,516	738,015	886,410	160,898	1,375,476	1,772,634
Total primary government program	**$ (1,994,358)**	**$ 4,451,983**	**$ 4,355,665**	**$ 995,818**	**$ 1,355,038**	**$ 11,335,011**	**$ 11,307,081**	**$ 13,290,763**	**$ (8,356,352)**	**$ 1,695,685**

The City of El Monte implemented GASB 34 for the fiscal year ended June 30, 2003. Information prior to the implementation of GASB 34 is not available.
* The 2011 and 2010 amounts represent a change in recognition of interest income and interest expense on loans between the General Fund and the Redevelopment Agency.

Source: Finance Department, City of El Monte

City of El Monte
Table 3 & 4 – Fund Balances of Governmental Funds
Last Ten Fiscal Years

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
General Fund										
Reserved	$ 102,055,636									
Unreserved	4,160,710									
Total general fund	**$ 106,216,346**									
All other governmental funds										
Reserved	$ 26,280,794									
Unreserved, reported in:										
Special revenue funds	27,665,852									
Debt service funds	8,757,158									
Capital projects funds	(95,571,019)									
Total all other governmental fund	**$ (32,867,215)**									
GASB 54 Fund Balance Classification:										
General Fund										
Nonspendable		$ 18,873,079	$ 18,886,423	$ 19,044,938	$ 22,163,961	$ 20,920,508	$ 19,942,149	$ 20,438,164	$ 20,194,593	$ 19,831,616
Restricted		-	-	-	501,994	370,531	524,431	508,609	494,652	176,511
Assigned		-	-	-	9,100,000	18,673,000	19,476,714	21,756,795	19,655,898	19,963,490
Unassigned		8,440,216	8,644,339	11,469,215	3,280,429	1,653,074	5,605,880	1,757,121	-	-
Total general fund		27,313,295	27,530,762	30,514,153	35,046,384	41,617,113	45,549,174	44,460,689	40,345,143	39,971,617
All other governmental funds										
Nonspendable		13,525	4,327	-	54,611	29,667	5,065	10,638	-	-
Restricted										
Special revenue funds		40,764,700	53,485,668	54,336,711	58,241,106	59,179,911	56,306,497	56,903,361	52,239,054	55,596,511
Capital projects funds		20,786,130	12,688,988	9,783,516	31,216	-	-	1,307,510	1,252,748	1,142,291
Debt service funds		6,502,042	1,250,933	1,248,318	1,324,843	1,321,941	1,344,174	1,262,856	1,277,033	1,304,312
Committed		78,804,828	-	-	-	-	-	-	-	-
Unassigned		(92,056,922)	(915,551)	(1,054,062)	(1,833,890)	(2,696,066)	(722,118)	(656,877)	(1,189,197)	(1,733,018)
Total all other governmental funds		54,814,303	66,514,365	64,314,483	57,817,886	57,835,453	56,933,618	58,827,488	53,579,638	56,310,096
Total Governmental Funds		**$ 82,127,598**	**$ 94,045,127**	**$ 94,828,636**	**$ 92,864,270**	**$ 99,452,566**	**$ 102,482,792**	**$ 103,288,177**	**$ 93,924,781**	**$ 96,281,713**

The City of El Monte implemented GASB 34 for the fiscal year ended June 30, 2003. Information prior to the implementation of GASB is not available.

Source: Finance Department, City of El Monte

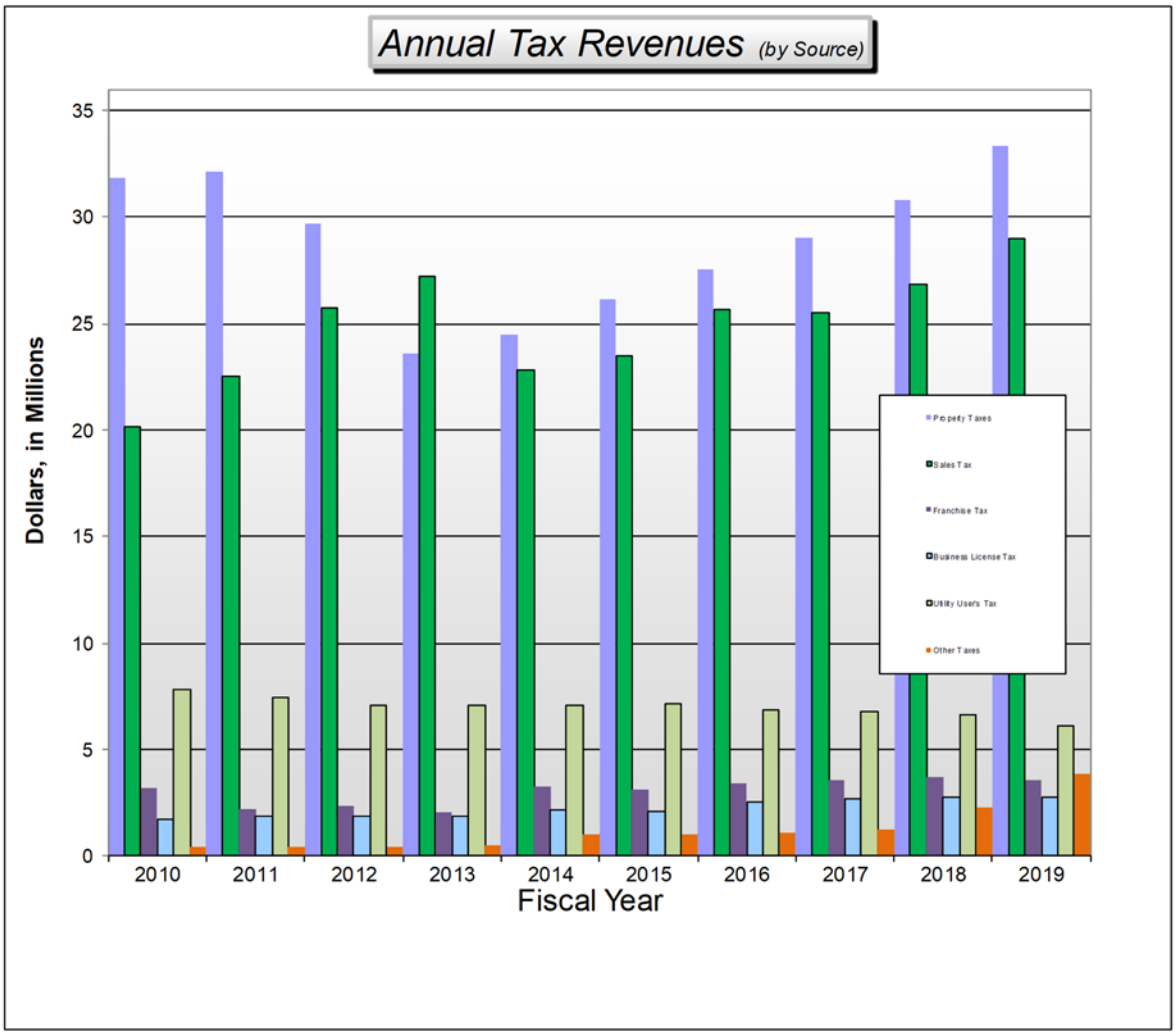
City of El Monte
Table 5 - Changes in Fund Balances of Governmental Funds
Last Ten Fiscal Years

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Revenues										
Taxes	$ 63,467,593	$ 64,650,097	$ 65,332,159	$ 62,277,534	$ 65,841,564	$ 67,674,576	$ 70,695,250	$ 71,828,831	$ 76,173,496	$ 77,261,068
Licenses and permits	2,517,044	2,643,806	2,518,997	762,214	986,933	1,482,638	1,413,277	1,378,163	1,693,143	2,464,508
Intergovernmental	10,164,303	15,543,494	13,218,295	10,862,667	10,322,262	8,368,013	9,841,472	6,225,037	6,886,969	9,621,567
Charges for services	2,980,376	2,747,434	2,760,338	3,019,053	3,866,329	4,790,410	4,205,638	4,822,719	5,203,643	6,388,580
Fines and forfeitures	1,298,040	1,561,288	1,719,778	1,825,943	1,441,434	1,362,878	1,374,249	1,242,529	1,230,538	1,215,560
Use of money and property	4,915,268	1,608,928	1,776,326	1,048,530	1,124,564	1,044,042	1,160,085	1,267,098	1,646,087	4,006,051
Contributions	203,687	193,006	199,637	181,140	89,920	405,663	610,934	674,085	471,462	-
Miscellaneous	4,488,670	2,549,143	2,531,484	2,454,371	2,218,961	5,656,492	2,275,396	3,338,694	2,870,370	4,322,254
Net change in fair value of investments	-	-	-	(929,376)	509,360	181,143	98,088	(123,407)	(150,512)	-
Total revenues	90,034,981	91,497,196	90,057,014	81,502,076	86,401,327	90,965,855	91,674,389	90,653,749	96,025,196	105,279,588
Expenditures										
Current:										
General government	35,030,299	27,553,572	29,329,966	19,542,961	20,934,236	20,430,156	22,019,727	24,223,926	26,515,656	29,298,832
Parks, recreation and cultural	4,003,571	4,522,463	3,076,821	2,957,309	2,734,176	2,956,668	2,933,995	3,145,497	4,627,936	3,553,928
Economic development	-	3,703,687	3,431,716	3,984,763	5,430,664	2,694,122	1,740,963	2,022,309	3,416,404	7,230,928
Public works	5,445,472	7,622,183	7,941,927	10,317,511	11,215,809	12,659,130	15,010,029	16,042,485	17,588,228	13,927,793
Public safety	28,728,032	31,049,574	29,393,872	31,562,378	33,276,479	34,296,919	34,910,924	37,007,611	40,060,785	42,262,933
Capital outlay	5,992,383	21,923,576	12,762,314	7,862,196	7,288,106	6,785,299	7,598,789	5,316,396	7,852,892	3,706,867
Debt Service:										
Principal retirement	2,221,482	1,942,000	1,853,000	1,602,000	1,701,000	1,876,000	3,028,000	11,470,000	3,440,000	1,291,000
Interest and fiscal charges	6,029,713	1,806,114	3,469,859	2,531,116	2,631,674	2,588,865	2,467,444	2,556,345	1,776,691	1,560,375
Bond issuance cost	-	908,543	-	-	166,147	-	-	-	-	-
Total expenditures	**87,450,952**	**101,031,712**	**91,259,475**	**80,360,234**	**85,378,291**	**84,287,159**	**89,709,871**	**101,784,569**	**105,278,592**	**102,832,656**
Revenues over (under) expenditures	**2,584,029**	**(9,534,516)**	**(1,202,461)**	**1,141,842**	**1,023,036**	**6,678,696**	**1,964,518**	**(11,130,820)**	**(9,253,396)**	**2,446,932**
Other Financing Sources (Uses)										
Transfers in	10,250,309	19,367,784	9,367,779	7,459,364	15,368,873	3,939,319	5,266,600	4,012,800	4,404,818	4,173,496
Transfers out	(10,250,309)	(19,417,784)	(9,384,167)	(7,559,364)	(15,263,000)	(4,029,719)	(5,366,600)	(4,112,800)	(4,504,818)	(4,273,496)
Refunding bonds issued	-	-	-	-	4,803,723	-	-	-	-	-
Notes and loans issued	450,082	-	-	-	-	-	-	-	-	-
Proceeds from sale of land held for resale	-	-	-	300,000	-	-	-	-	-	-
Other debts issued	-	19,255,000	10,000,000	-	(4,372,671)	-	-	-	-	-
Miscellaneous	(70,593)	(894,193)	-	-	-	-	1,165,708	12,036,205	-	-
Net other financing sources (uses)	**379,489**	**18,310,807**	**9,983,612**	**200,000**	**536,925**	**(90,400)**	**1,065,708**	**11,936,205**	**(100,000)**	**(100,000)**
Change in fund balances	**$ 2,963,518**	**$ 8,776,291**	**$ 8,781,151**	**$ 1,341,842**	**$ 1,559,961**	**$ 6,588,296**	**$ 3,030,226**	**$ 805,385**	**$ (9,353,396)**	**$ 2,346,932**
Debt service as a percentage of noncapital expenditures	**9.98%**	**3.82%**	**7.62%**	**6.00%**	**5.44%**	**5.76%**	**6.58%**	**15.02%**	**5.32%**	**2.87%**

Source: Finance Department, City of El Monte

Table 6 - Tax Revenues by Source - Governmental Activities
Last Ten Fiscal Years

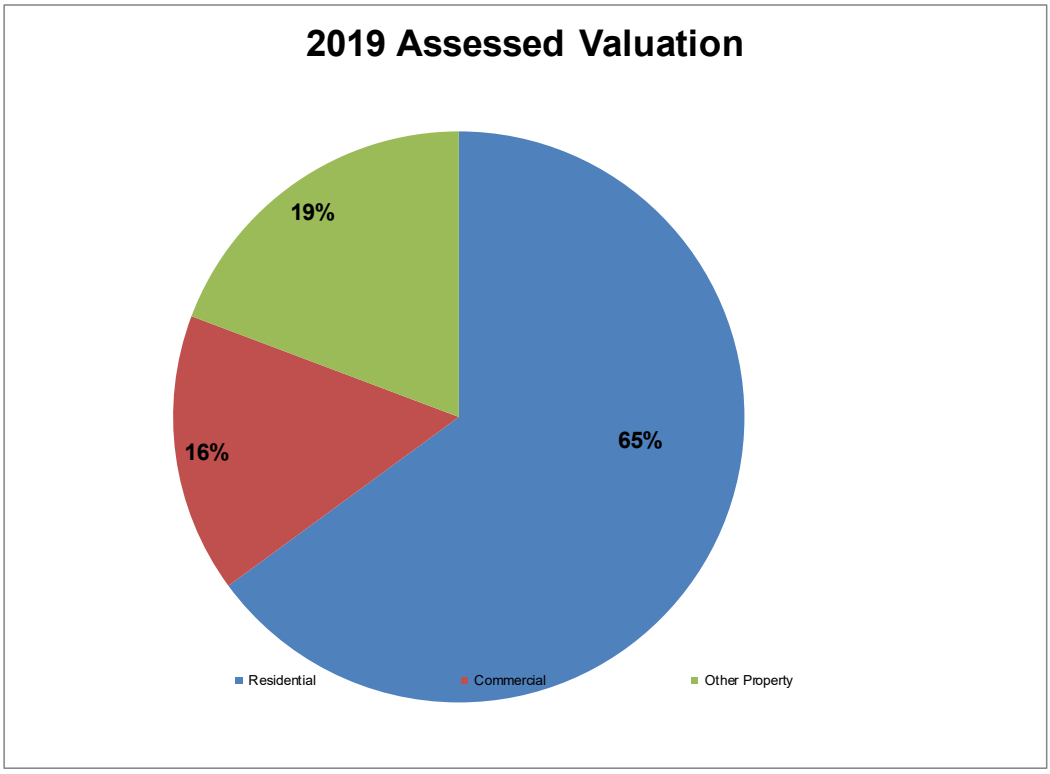
Fiscal Year	Property Taxes	Sales Tax	Franchise Tax	Business License Tax	Utility User's Tax	Other Taxes	Total
2010	$ 31,838,003	$20,166,807	$ 3,183,144	$ 1,726,195	$ 7,850,115	$ 429,525	$ 65,193,789
2011	32,111,760	22,508,705	2,172,957	1,874,218	7,436,906	419,768	66,524,314
2012	29,669,759	25,752,700	2,361,886	1,861,976	7,129,350	418,463	67,194,134
2013	23,639,094	27,212,202	2,008,816	1,866,412	7,087,818	463,191	62,277,533
2014	24,509,692	22,812,015	3,284,097	2,183,836	7,134,428	980,489	60,904,557
2015	26,099,320	23,527,026	3,138,337	2,110,351	7,177,685	967,015	63,019,734
2016	27,532,723	25,664,884	3,474,799	2,501,208	6,869,855	1,101,431	67,144,900
2017	28,984,080	25,478,114	3,623,293	2,644,494	6,824,008	1,204,815	68,758,804
2018	30,744,183	26,818,074	3,770,535	2,725,845	6,644,912	2,240,228	72,943,777
2019	33,378,300	28,987,321	3,556,359	2,728,949	6,169,379	3,918,626	78,738,934



Source: Finance Department, City of El Monte Audited Annual Financial Reports

City of El Monte
Table 7 - Assessed Value and Estimated Actual Value of Taxable Property
Last Ten Fiscal Years
(rate per $100 of assessed value)

Fiscal Year	Real Property Residential	Real Property Commercial	Other Property	Less: Tax Exempt Real Property	Total Taxable Assessed Value	Total Direct Tax Rate	Estimated Actual Taxable Value (1)
2010	$3,836,445,196	$ 967,476,562	$ 1,179,202,504	$ 46,540,442	$ 5,936,583,820	0.36092%	$ 5,936,583,820
2011	3,801,709,215	940,004,168	1,120,153,954	49,631,071	5,812,236,266	0.35572%	5,812,236,266
2012	3,862,423,779	947,932,740	1,048,968,931	49,041,796	5,810,283,654	0.34806%	5,810,283,654
2013	3,924,119,452	965,154,088	1,041,804,256	58,039,660	5,873,038,136	0.34797%	5,873,038,136
2014	4,089,110,471	980,098,697	1,044,567,594	56,126,462	6,057,650,300	0.24770%	6,057,650,300
2015	4,327,685,408	1,018,947,908	1,217,554,355	55,404,795	6,345,825,284	0.24785%	6,345,825,284
2016	4,502,784,697	1,036,602,565	1,022,161,177	(52,992,652)	6,614,541,091	0.24776%	6,614,541,091
2017	4,752,667,452	1,138,193,486	1,271,412,054	183,700,502	6,978,572,490	0.24776%	6,978,572,490
2018	5,001,077,169	1,202,655,929	1,405,155,859	204,663,986	7,404,224,971	0.24776%	7,404,224,971
2019	5,275,529,571	1,284,810,997	1,565,101,503	245,503,428	7,879,938,643	0.24877%	7,879,938,643



(1) Assessed Value is equal to Estimated Taxable Value and Actual Value
Source: HdL Coren & Cone, Los Angeles County Assessor 2018/19 Combined Tax Rolls

City of El Monte
Table 8 - Direct and Overlapping Property Tax Rates
Last Ten Fiscal Years

Agency	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Basic Levy	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000
El Monte City School District	0.11907	0.12388	0.12733	0.13288	0.12735	0.11822	0.14642	0.14682	0.14616	0.14580
El Monte General Fund	0.15000	0.15000	0.15000	0.15000	0.15000	0.15000	0.15000	0.15000	0.15000	0.15000
El Monte Union High School	0.09654	0.08475	0.09591	0.08992	0.09799	0.08418	0.09155	0.08469	0.08243	0.08793
Metropolitan Water District	0.00430	0.00370	0.00370	0.00350	0.00350	0.00350	0.00350	0.00350	0.00350	0.00350
Mountain View Sd Ds 2016 Series A	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000	0.04770	0.05534
Pasadena Community College Dist	0.02300	0.01986	0.01956	0.02056	0.01899	0.01032	0.00872	0.00885	0.00819	0.00767
Rio Hondo Community College Dist	0.02714	0.03439	0.03418	0.02812	0.02892	0.02821	0.02712	0.02808	0.02748	0.02554
Rosemead School District	0.11358	0.10743	0.10507	0.10240	0.10314	0.09886	0.09997	0.08533	0.11979	0.09260
Total Direct & Overlapping Tax Rates	**1.53364**	**1.52401**	**1.53575**	**1.52738**	**1.52989**	**1.49329**	**1.52728**	**1.50728**	**1.58524**	**1.56838**
City's Share of 1% Levy Per Prop 13	0.09841	0.09841	0.09841	0.09841	0.09841	0.09841	0.09841	0.09841	0.09841	0.09841
Voter Approved City Debt Rate	0.15000	0.15000	0.15000	0.15000	0.15000	0.15000	0.15000	0.15000	0.15000	0.15000
Redevelopment Rate	1.15430	1.15370	1.15370							
Total Direct Rate	0.36092	0.35572	0.34806	0.34797	0.24770	0.24785	0.24776	0.24805	0.24707	0.24877

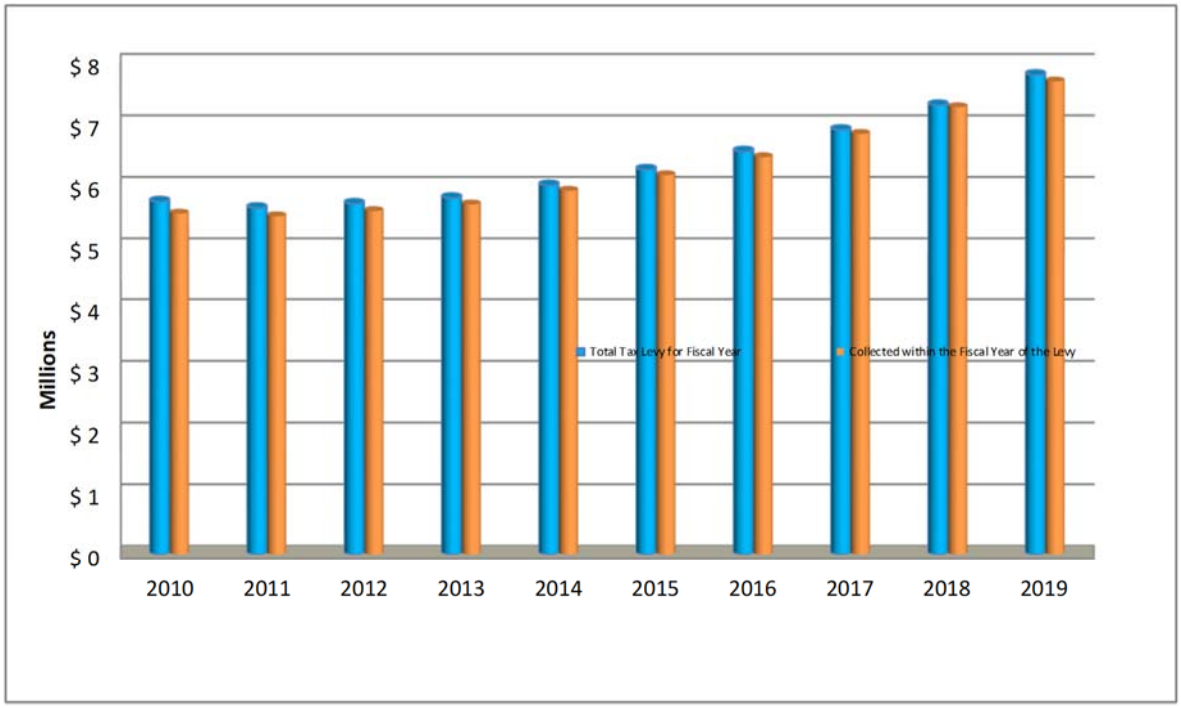
Source: HdL, Coren & Cone, Los Angeles County Assessor 2009/10 - 2018/19 Tax Rate Table

	2019			2009		
Taxpayer	Taxable Assessed Value (USD)	Rank	Percentage of Total Taxable Assessed Value	Taxable Assessed Value (USD)	Rank	Percentage of Total Taxable Assessed Value
GLC El Monte LLC	$ 96,236,997	1	1.22 %			
MGP XI El Monte Center LLC	87,913,796	2	1.12 %			
Gill Corporation	75,272,662	3	0.96 %			
Wells Fargo Bank NA	46,110,980	4	0.59 %	$ 40,988,326	2	0.69 %
Penske Realty Inc	42,497,409	5	0.54 %	37,729,497	4	0.64 %
Safeway Inc	42,244,519	6	0.54 %			
Multi Investment Associates	38,597,751	7	0.49 %	33,795,543	5	0.57 %
Telstar Investments LP	37,208,165	8	0.47 %			
TRPF 4187 Temple City Boulevard LP	32,850,000	9	0.42 %			
9920 Valley Blvd LP	31,379,533	10	0.40 %			
Von's Companies				99,851,723	1	1.68 %
600 Hobabart LLC				39,372,000	3	0.66 %
Arden XC LP				33,660,000	6	0.57 %
KM El Monte Investors LLC				32,031,742	7	0.54 %
Wohl Penwood El Monte Partners LLC				30,537,555	8	0.51 %
Realty Associates Fund VIII LP				28,402,919	9	0.48 %
Driftwood Dairy				25,377,910	10	0.43 %
Other Taxpayers	7,349,626,831		93.27 %	5,534,836,605		93.23 %
Totals	**$ 7,879,938,643**		100.00 %	**$ 5,936,583,820**		100.00 %

Source: HdL Coren & Cone, Los Angeles County Assessor 2018/19 and 2009/2010 Combined Tax Rolls and the SBE Non-Unitary Roll

Table 10 - Property Tax Levies and Collections
Last Ten Fiscal Years

Year Ended June 30	Total Tax Levy for Fiscal Year	Collected within the Fiscal Year of the Levy	Percentage of Levy	Collections in Subsequent Years	Total Collections to Date	Percentage of Levy
2010	$ 5,739,762	$ 5,544,085	100.00 %	$ 78,066	$ 5,622,151	100.00 %
2011	5,634,364	5,500,041	97.62 %	62,193	5,562,234	98.72 %
2012	5,703,916	5,585,883	97.93 %	76,733	5,662,616	99.28 %
2013	5,797,183	5,693,897	98.22 %	63,949	5,757,846	99.32 %
2014	6,003,620	5,915,751	98.54 %	81,628	5,997,379	99.90 %
2015	6,258,243	6,168,751	98.57 %	67,921	6,236,672	99.66 %
2016	6,554,310	6,462,057	98.59 %	61,646	6,523,703	99.53 %
2017	6,904,698	6,840,245	99.07 %	62,345	6,902,590	99.97 %
2018	7,307,999	7,274,549	99.54 %	11,699	7,286,248	99.70 %
2019	7,798,929	7,693,092	98.64 %	84,994	7,778,086	99.73 %



Source: Los Angeles County Auditor-Controller

City of El Monte
Table 11 - Ratios of Outstanding Debt by Type
Last Ten Fiscal Years

	Governmental Activities						Business-type Activities						
Fiscal Year	Revenue Bonds	Certificates of Participation	Tax Allocation Bonds (2)	Notes and Loans Payable	Capital Leases	Unamortized bond discount / premium	Revenue Bonds	Capital Leases	Notes Payable	Unamortized bond discount / premium	Total Primary Government	% of Personal Income(1)	Per-Capita (1)
2010	$ -	$ 5,930,000	$ 27,975,000	$ 8,977,527	$ 422,810	$ (1,045,128)	$ 17,430,000	$ 18,590,759	$ -	$ (693,504)	$ 77,587,464	5.11%	617
2011	19,255,000	5,930,000	27,250,000	9,427,527	397,449	(1,586,927)	17,430,000	18,390,759	-	(665,582)	95,828,226	5.61%	758
2012	29,065,000	5,205,000	-	7,621,000	370,617	(633,172)	17,010,000	18,390,759	-	(637,660)	76,391,544	4.69%	671
2013	28,755,000	4,435,000	-	7,399,000	342,230	(607,322)	16,570,000	18,390,759	-	(609,738)	74,674,929	4.54%	653
2014	28,430,000	3,920,000	-	6,843,000	312,197	(468,812)	16,120,000	17,977,364	-	(581,816)	72,551,933	4.31%	631
2015	28,090,000	3,125,000	-	6,252,000	280,423	(459,009)	15,655,000	17,977,364	-	95,381	71,016,159	4.21%	617
2016	27,730,000	2,170,000	-	4,389,000	-	(451,859)	15,170,000	17,977,364	1,000,000	90,834	68,075,339	3.94%	598
2017	17,355,000	1,335,000	-	4,279,000	-	(444,709)	14,665,000	17,977,364	815,483	87,189	56,069,327	3.17%	491
2018	16,960,000	470,000	-	1,949,000	-	(328,843)	14,140,000	17,977,364	-	82,456	51,249,977	2.84%	437
2019	16,545,000	-	-	1,543,000	-	(334,055)	18,880,000	17,977,364		2,542,462	57,153,771	3.02%	488

NOTE: Details regarding the City's outstanding debt can be found in the notes to the financial statements.

(1) See the Schedule of Demographic and Economic Statistics for personal income and population data.
(2) Dissolution of RDA

Source: Finance Department, City of El Monte Audited Financial Statements

City of El Monte
Table 12 - Direct and Overlapping Government Activities Debt
As of June 30, 2019

	Gross Bonded Debt Balance	Percent Applicable to City (1)	Net Bonded Debt (2)
Direct Debt:			
2010 LEASE REV BOND A/B, NOTES/LOANS PAYABLE	$ 18,088,000	100.000	$ 18,088,000
Total Direct Debt			**$ 18,088,000**
Overlapping Debt:			
METROPOLITAN WATER DISTRICT	$ 23,317,224	0.556	$ 129,716
EL MONTE CITY SD DS 2004 SERIES B	918,875	62.965	578,571
EL MONTE CITY SD DS 2004 SERIES C	750,000	62.965	472,239
EL MONTE CITY SD DS 2004 SERIES D (2009)	8,759,121	62.965	5,515,193
EL MONTE CITY SD DS 2008 SERIES A	8,345,000	62.965	5,254,441
EL MONTE CITY SD DS 2008 SERIES A-1BABS	5,998,159	62.965	3,776,750
EL MONTE CITY SD DS 2008, SERIES B	7,080,000	62.965	4,457,932
EL MONTE CITY SD DS 2012 REFUND BONDS	32,540,000	62.965	20,488,859
EL MONTE CITY SD DS 2014 SERIES A	10,560,000	62.965	6,649,119
EL MONTE CITY SD DS 2015 REF BONDS	9,830,000	62.965	6,189,474
EL MONTE CITY SD DS 2014 SERIES B	4,845,000	62.965	3,050,661
EL MONTE CITY SD DS 2017 REF BOND SER A	17,505,000	62.965	11,022,049
MOUNTAIN VIEW SD DS 2016 SERIES A	31,300,000	72.753	22,771,686
ROSEMEAD SD DS 2007 SERIES D	120,000	17.207	20,649
ROSEMEAD SD DS 2008 SERIES A	215,000	17.207	36,995
ROSEMEAD SD DS 2011 REF BOND	6,195,000	17.207	1,065,986
ROSEMEAD SD DS 2012 REF BONDS	5,160,000	17.207	887,892
ROSEMEAD SD DS 2008 SERIES B	7,566,503	17.207	1,301,983
ROSEMEAD SD DS 2014 REF BONDS	5,560,000	17.207	956,720
ROSEMEAD SD DS 2016 REF BONDS	12,235,000	17.207	2,105,301
ROSEMEAD SD DS 2014 SERIES A	9,000,000	17.207	1,548,648
ROSEMEAD SD DS 2014 SERIES T 2	175,000	17.207	30,113
EL MONTE UNION HSD DS 2008 SERIES A	30,041,132	52.84	15,873,777
EL MONTE UNION HSD DS 2008 SERIES B	25,830,000	52.84	13,648,609
EL MONTE UNION HSD DS 2015 REF BONDS	10,765,000	52.84	5,688,241
EL MONTE UNION HSD DS 2016 REF DLYD DLVR	4,165,000	52.84	2,200,792
EL MONTE UNION HSD DS 2008 SERIES C	48,525,000	52.84	25,640,680
EL MONTE UNION HSD DS 2016 REF BONDS	10,650,098	52.84	5,627,527
EL MONTE UNION HSD DS 2008 SERIES D	56,430,000	52.84	29,817,693
PASADENA CCD DS 2002, 2006 SERIES D	1,840,000	1.992	36,652
PASADENA CCD DS 2002, 2009 SERIES E (BABS)	25,295,000	1.992	503,864
PASADENA CCD DS 2014 REF SERIES A	13,900,000	1.992	276,881
PASADENA CCD DS 2016 REF SERIES A	32,395,000	1.992	645,292
RIO HONDO CCD DS 2005 REFUNDING BONDS	4,085,000	15.78	644,621
RIO HONDO CCD DS 2004 SERIES 2008	127,847,824	15.78	20,174,624
Total - Overlapping Debt	**$ 599,743,936**		$ 219,090,230
Grand Total Direct and Overlapping Debt			**$ 237,178,230**

2018/19 Assessed Valuation: **$ 6,718,783,086.00 after deducting $1,108,781,872 Incremental Value.**

Debt to Assessed Valuation Ratios:

Direct debt	0.27%
Overlapping Debt	3.26%
Total Debt	3.53%

(1) Listed values represent the actual rate, rounded to the nearest 3 decimal places

(2) Listed values are based on the actual rate, not the rounded rate as listed in the table

Source: HdL Coren & Cone, L.A. County Assessor and Auditor Controller's Office

Legal Debt Margin Calculation for Fiscal Year 2019

Assessed value	$ 7,879,938,643
Debt limit (15% of assessed value)	1,181,990,796
Debt applicable to limit:	
General obligation bonds	16,545,000
Total net debt applicable to limit	16,545,000
Legal debt margin	$ 1,165,445,796

Fiscal Year	Debt Limit	Total Net Debt Applicable to Limit	Legal Debt Limit	Legal Debt Limit as a percentage of Debt Limit
2010	$ 890,487,573	$ 27,975,000	$ 862,512,573	96.86%
2011	871,835,440	46,505,000	825,330,440	94.67%
2012	871,542,548	29,065,000	842,477,548	96.67%
2013	880,955,720	28,755,000	852,200,720	96.74%
2014	908,647,545	28,430,000	880,217,545	96.87%
2015	951,873,793	28,090,000	923,783,793	97.05%
2016	992,181,164	27,730,000	964,451,164	97.21%
2017	1,046,785,874	17,355,000	1,029,430,874	98.34%
2018	1,110,633,746	16,960,000	1,093,673,746	98.47%
2019	1,181,990,796	16,545,000	1,165,445,796	98.60%

Source: City of El Monte Finance Department

	Water Revenue Bonds						
Fiscal Year	Gross Revenues	Rate Stabilization Fund	Less: Net Operating Expenses	Net Revenues	Principal	Interest	Coverage
2010	$ 2,922,555	$ 400,000	$ 1,731,545	$ 1,591,010	$ 390,000	$ 817,822	1.32
2011	3,256,851	400,000	1,929,974	1,726,877	405,000	804,008	1.43
2012	3,266,501	403,422	1,879,627	1,790,296	420,000	789,465	1.48
2013	3,423,700	403,422	1,924,815	1,902,307	445,000	774,100	1.56
2014	3,199,184	403,422	2,007,543	1,595,063	450,000	784,320	1.29
2015	3,353,355	403,445	2,081,396	1,675,404	465,000	740,801	1.39
2016	3,436,627	403,471	2,172,752	1,667,346	485,000	747,709	1.35
2017	3,926,310	403,491	2,343,925	1,985,876	505,000	724,070	1.62
2018	4,447,777	404,024	2,383,412	2,468,389	525,000	681,983	2.05
2019	5,192,542	406,122	2,363,686	3,234,978	545,000	837,552	2.34

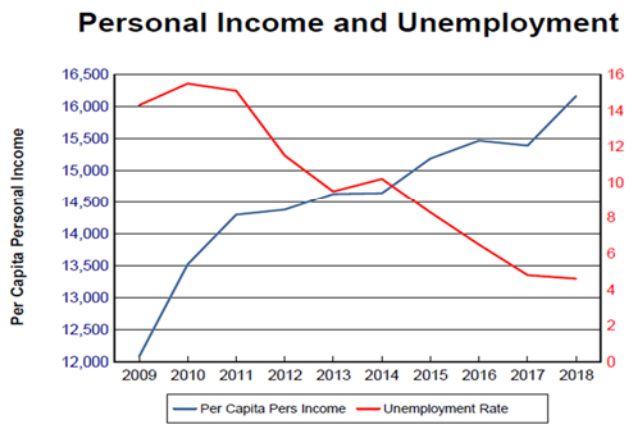
	Tax Allocation Bonds			
Fiscal Year	Tax Increment	Principal	Interest	Coverage
2010	$ 6,603,164	$ 695,000	$ 1,299,421	3.31
2011	6,803,496	725,000	1,271,411	3.41
2012	-	-	-	-
2013	-	-	-	-
2014	-	-	-	-
2015	-	-	-	-
2016	-	-	-	-
2017	-	-	-	-
2018	-	-	-	-
2019	-	-	-	-

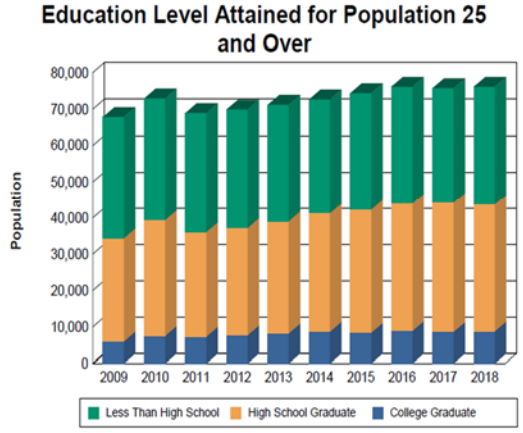
Notes: Details regarding the City's outstanding debt can be found in the notes to the financial statements.

Expenditures do not include interest, depreciation or amortization expense

Source: Finance Department, City of El Monte

Calendar Year	Population[1]	Personal Income (thousands of dollars)[2]	Per-Capita Personal Income[2]	School Enrollment[3]	Unemployment Rate[4]	Median Age	% of Pop 25+ with High School Degree	% of Pop 25+ with Bachelor's Degree
2009	125,842	$1,519,400	$12,074	20,320	14.00%	0.274	50.6%	8.9%
2010	126,464	$1,709,414	$13,517	19,966	16.00%	30.9	54.0%	10.4%
2011	113,912	$1,628,942	$14,300	19,164	15.00%	31.6	52.3%	10.7%
2012	114,436	$1,645,361	$14,378	18,893	12.00%	32.2	53.2%	11.1%
2013	115,064	$1,683,501	$14,631	26,729	10.00%	32.8	54.9%	11.6%
2014	115,118	$1,685,788	$14,644	26,362	10.00%	33.5	56.8%	12.0%
2015	113,885	$1,729,787	$15,188	25,764	8.30%	34.7	56.9%	11.3%
2016	114,268	$1,767,505	$15,468	24,538	6.50%	35.5	57.8%	11.7%
2017	117,204	$1,804,044	$15,392	23,886	4.80%	35.4	58.4%	11.4%
2018	117,204	$1,894,405	$16,163	31,509	4.60%	35.4	58.4%	11.6%





Sources:

Population: California State Department of Finance. Unemployment Data: California Employment Development Department
2000-2009 Income, Age, and Education Data: ESRI - Demographic Estimates are based on the last available Census. Projections are developed by incorporating all of the prior census data released to date. Demographic Data is totaled from Census Block Groups that overlap the City's boundaries
2010 and later - Income, Age and Education Data - US Census Bureau, most recent American Community Survey

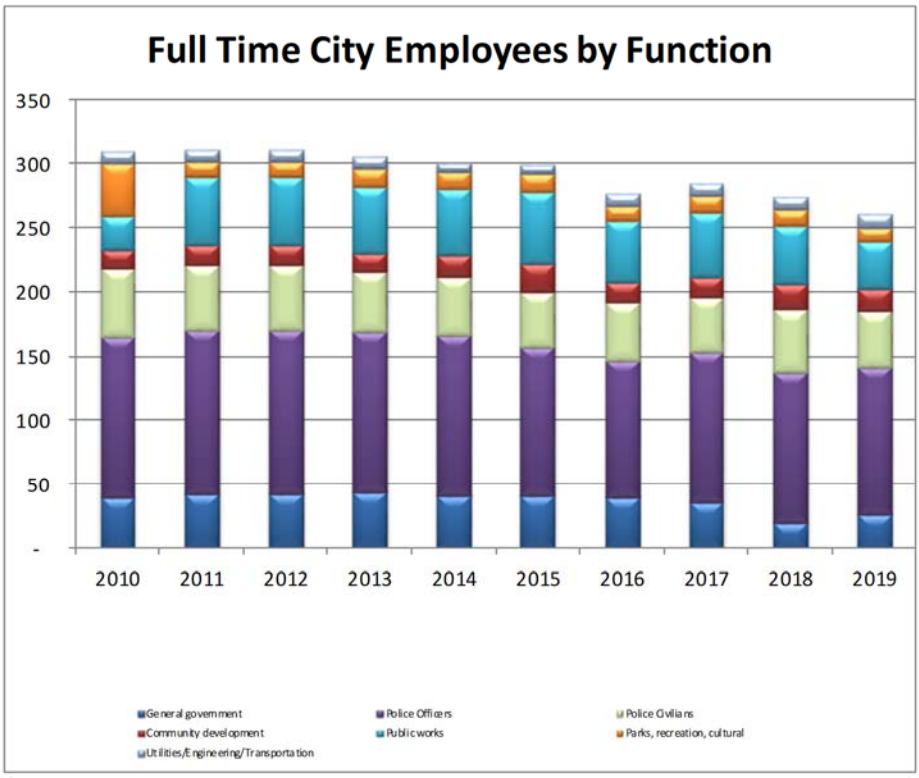
Note: Data are based on information provided by HdL Coren & Cone on calendar year basis. For example, fiscal year 2016 data is from calendar year 2015.

City of El Monte
Table 16 - Principal Employers
Current Year and Nine Years Ago

	2019			2010		
Employer	Employees	Percentage of Total City Employment	Rank	Employees	Percentage of Total City Employment	Rank
EL MONTE CITY SCHOOL DISTRICT	1500	3.000%	1			
LONGO TOYOTA/ LONGO SCION	620	1.240%	2	475	0.581%	4
THE GILL CORPORATION	460	0.920%	3			
CATHAY BANK	325	0.650%	4			
ASIAN PACIFIC HEALTH CARE VENTURE INC	260	0.520%	5			
THE HOME DEPOT #6673	251	0.502%	6			
EASTLAND SUBACUTE AND REHABILITATION	244	0.488%	7			
LONGO LEXUS	211	0.422%	8			
SAM'S CLUB #6614	203	0.406%	9			
RAMONA CARE CENTER	189	0.378%	10			
El Monte City Elementary District				731	0.895%	1
El Monte High School District				623	0.763%	2
Mountain View Elementary				670	0.820%	3
City of El Monte				429	0.525%	5
Gregg Industries				400	0.490%	6
Drftwood Dairy				300	0.367%	7
El Monte Adult School				300	0.367%	7
Spirit Honda				300	0.367%	7
San Gabriel Transit				300	0.367%	7
El Monte Air Resources Board				300	0.367%	7
MC Gill				250	0.306%	8
Total	4,263	8.526%		5,078	6.215%	
Total Employment	50,000	100%		81,700		

Source: Finance Department, City of El Monte
State of California Economic Development Department - Labor Force Information

Function	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
General government	39	42	42	44	41	41	39	36	20	26
Public Safety										
Police Officers	126	129	129	125	126	116	108	118	118	116
Police Civilians	53	50	50	46	45	43	45	42	48	43
Community development	15	16	16	15	17	22	16	16	20	18
Public works	26	53	53	52	51	56	48	50	46	36
Parks, recreation, cultural	41	12	12	14	14	14	11	13	12	11
Utilities/Engineering/Transportation	9	9	9	9	7	7	10	10	10	11
Total full-time equivalent positions	309	311	311	305	301	299	277	285	274	261



Source: Finance Department, City of El Monte

City of El Monte
Table 18 - Operating Indicators by Function / Program
Last Ten Fiscal Years

Function	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Police Department										
Physical arrests	3,128	3,126	3,103	3,272	3,370	3,398	3,443	3,269	3,629	3,718
Parking violations	18,686	20,893	18,885	17,719	12,230	17,126	15,374	13,214	15,482	12,739
Moving violations	11,384	12,454	4,682	4,476	4,122	4,129	2,802	2,918	3,696	2,972
Water Department										
Total number of customers	22,722	22,722	22,700	22,968	23,760	22,968	23,653	23,405	22,732	22,968
Average daily consumption	20,900	20,900	20,900	20,900	20,840	18,507	16,275	16,932	17,570	17,374
Total active domestic service connections	3,525	3,536	3,554	3,557	3,578	3,544	3,453	3,575	3,560	3,530
Volume of water delivered (in acre feet)	2,343	2,789	1,996	2,335	2,272	2,331	1,823	1,897	1,968	2,112

Source: **Finance and Police Departments, City of El Monte**
Service connections and water volumes are presented on a calendar year basis.

Table 19 - Capital Assets by Function
Last Ten Fiscal Years

Function	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Public safety										
Police										
Number of Police Stations	1	1	1	1	1	1	1	1	1	1
Number of Police Motor Vehicles	97	109	95+	95+	97	93	94	101	100	98
Fire										
Number of Fire Stations	4	4	4	4	4	4	4	4	4	4
Highways and streets										
Streets (miles)	151.4	151.4	151.4	151.4	151.4	151.4	151.65	151.65	151.65	151.65
Streetlights	4,500	4,500	4,500	4,784	4,784	4,784	4,799	4,785	4,785	4785
Traffic signals	76	76	76	81	82	84	85	82	82	82
Culture and recreation										
Parks acreage	51	51	51	51	51	39.8	39.8	39.8	39.8	39.8
Parks	10	10	10	10	10	9	9	9	9	9
Ball diamonds	6	6	6	6	6	4	4	4	4	4
Basketball courts	5	5	5	5	5	5	5	5	5	5
Craft/Activity buildings	4	4	4	4	4	4	4	4	4	4
Gymnasium	1	1	1	1	1	1	1	1	1	1
Swimming pools	7	7	7	7	7	6	6	4	4	4
Community centers	6	6	6	6	6	6	6	6	6	6
Water										
Water mains (miles)	38.7	38.7	38.7	38.7	38.7	38.7	40.8	40.8	40.8	40.8
Maximum daily treatment capacity (millions of gallons)	6.5	6.5	6.5	6.5	6.5	5.6	5.8	5.8	5.8	5.8

Source: Various departments, City of El Monte

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Service connection fee - 1 inch meter	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 1,000	$ 3,000	$ 3,000
Monthly Service Charge										
Meter Size										
0 - 75 units [1]	$ 0.1567	$ 0.1567	$ 0.1567	$ 0.1567	$ 0.1567					
over 75 units	0.2384	0.2384	0.2384	0.2384	0.2384					
0 - 125 units						0.1950	0.2140	0.2340	0.2560	0.2800
over 125 units						0.3380	0.3700	0.4050	0.4440	0.4860
- Domestic Service										
Meter Size										
5/8 "	$ 13.3300	$ 13.3300	$ 13.3300	$ 13.3300	$ 13.3300	$ 17.3300	$ 18.9800	$ 20.7800	$ 22.7500	$ 24.9100
	28.9100	28.9100	28.9100	28.9100	28.9100	37.5800	41.1500	45.0600	49.3400	54.0300
1.5 "	57.8100	57.8100	57.8100	57.8100	57.8100	75.1500	82.2900	90.1100	98.6700	108.0400
2.0 "	92.6400	92.6400	92.6400	92.6400	92.6400	120.4300	131.8700	144.4000	158.1200	173.1400
3.0 "	173.3900	173.3900	173.3900	173.3900	173.3900	225.4100	246.8200	270.2700	295.9400	324.0600
4.0 "	289.0000	289.0000	289.0000	289.0000	289.0000	375.7000	411.3900	450.4700	493.2700	540.1300
6.0 "	577.9800	577.9800	577.9800	577.9800	577.9800	751.3700	822.7500	900.9200	986.5000	1,080.2200
8.0 "	924.7500	924.7500	924.7500	924.7500	924.7500	1,202.1800	1,316.3800	1,441.4400	1,578.3700	1,728.3200
10.0 "	1,329.3400	1,329.3400	1,329.3400	1,329.3400	1,329.3400	1,728.1400	1,892.3200	2,072.0900	2,268.9300	2,484.4800
- Fire Service										
Meter Size										
2.0 "	$ 37.0600	$ 37.0600	$ 37.0600	$ 37.0600	$ 37.0600	$ 37.6100	$ 41.1900	$ 45.1000	$ 49.3800	$ 54.0800
3.0 "	69.4300	69.4300	69.4300	69.4300	69.4300	70.4600	77.1600	84.4900	92.5100	101.3000
4.0 "	115.7200	115.7200	115.7200	115.7200	115.7200	117.4400	128.6000	140.8100	154.1900	168.8400
6.0 "	220.6600	220.6600	220.6600	220.6600	220.6600	223.9300	245.2000	268.4900	294.0000	321.9300
8.0 "	370.3100	370.3100	370.3100	370.3100	370.3100	375.8000	411.5100	450.6000	493.4100	540.2800
10.0 "	534.1100	534.1100	534.1100	534.1100	534.1100	542.0300	593.5200	649.9000	711.6400	779.2500

[1] Unit is equal to 100 gallons.

Source: City of El Monte Finance Department
The City approved ordinance number 2846 increasing water rates effective each Jaunuary from 2017 though 2019.

City of El Monte
Table 21 – Top Water Customers
Current Year and Nine Years Ago

Customer	2019 Total Revenue	2019 Percentage of Total Water Revenue	2019 Rank	2010 Total Revenue	2010 Percentage of Total Water Revenue	2010 Rank
Driftwood Dairy	$ 183,379	3.75 %	1	$ 33,047	1.10 %	2
LA County Metropolitan Transportation Authority - Access Svcs	102,407	2.10 %	2	43,908	1.46 %	1
Los Angeles County Location 2 - Superior Court	54,533	1.12 %	3			
JDH Investments LLC	53,693	1.10 %	4			
El Monte Housing - Gateway Apts	52,276	1.07 %	5			
TDF-LP	50,632	1.04 %	6	14,629	0.49 %	10
Mike Nijjar	49,700	1.02 %	7	20,766	0.69 %	6
El Monte Union High School	49,220	1.01 %	8	14,688	0.49 %	9
LA Co Int Svc Att:UT	44,166	0.90 %	9	19,242	0.64 %	7
Rio Vista School	34,933	0.72 %	10			
Valet Services Location 2				29,504	0.98 %	3
PIONEER PARK#100-67-				26,197	0.87 %	4
David Wasserman				24,611	0.82 %	5
LA Co Int Svc Att:UT				15,220	0.51 %	8
Other Customers	4,210,176	86.18 %		2,759,286	91.95 %	
Total Water Sales and Service Revenue	$ 4,885,115	100.00 %		$3,001,098	100.00 %	

Source: Finance Department, City of El Monte

CITY OF EL MONTE

COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT
CITY COUNCIL AGENDA REPORT

CITY COUNCIL MEETING OF JANUARY 28, 2020

January 15, 2020

The Honorable Mayor and City Council
City of El Monte
11333 Valley Boulevard
El Monte, CA 91731

Dear Mayor and City Council:

CONSIDERATION AND APPROVAL OF A RESOLUTION FOR SUBMISSION OF AN APPLICATION UNDER THE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT'S INFILL INFRASTRUCTURE GRANT PROGRAM

IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Consider and adopt the attached Resolution (Attachment 1) approving an application for state funds from the Department of Housing and Community Development's Infill Infrastructure Grant Program for capital improvements to the El Monte Metro project including constructing new open green space and widening Railroad Street; and
2. Authorize the City Manager to make all conforming modifications and edits and execute all implementing documents.

BACKGROUND

The California Department of Housing and Community Development (HCD) administers a program to provide grants for capital improvement projects in support of Qualifying Infill Projects or Qualifying Infill Areas. The Infill Infrastructure Grant funds will be used for infrastructure improvements in support of higher-density, affordable and mixed-income housing, and mixed-use infill development projects. Specific eligible improvements include construction, rehabilitation, or other physical improvement of parks or open space, transit facilities, streets, and sidewalks.

Approximately $194 million is available for projects located in large Jurisdictions such as Los Angeles County. The maximum grant award for a qualifying infill project is $7.5 million. The total grant amount shall be determined by the number of housing units in the Qualifying Infill Project or Qualifying Infill Area, the bedroom count of these units, and the density and affordability of the housing to be developed. A capital improvement project must be an integral part of or be necessary to facilitate the development of a Qualifying Infill Project or the housing designated in the application for a Qualifying Infill Area.

DISCUSSION

The City is interested in submitting an application for capital improvement projects which will support the El Monte Metro development, or Qualifying Infill Project. The El Monte Metro development located at Center Avenue and Valley Boulevard will include the construction of 53 affordable housing units serving low income veterans and low income families. The Cesar Chavez Foundation is managing the project. The capital improvement projects include the construction of new green space approximately a quarter-mile away from the housing development and the widening of Railroad Street. The new one (1) acre park will provide the future housing development residents a safe place to enjoy recreational activities, engage in physical activity which improves public health, and socialize with their neighbors and other community members. The widening of the street is necessary to accommodate the additional vehicular traffic the area will receive as a result of the new housing development and the nearby Metrolink transit station.

The City's grant writing consultant, Avant Garde, in coordination with City staff is currently drafting the application. As part of the application requirements, a resolution must be approved by the local jurisdiction's governing body authorizing submission of a grant application and designating an authorized representative to execute all grant documents. The submittal deadline for the grant is February 18, 2020.

FISCAL IMPACT

The Infill Infrastructure Grant does not require any City matching funds.

CONCLUSION

It is recommended that the City Council consider and approve the attached Resolution to submit an application to HCD's Infill Infrastructure Grant program to fund a new park and street widening capital improvement project as part of the El Monte Metro housing development; and authorize the City Manager to make all conforming modifications and edits and execute all implementing documents.

Respectfully submitted,

ALMA K. MARTINEZ
City Manager

BETTY DONAVANIK
Community and Economic Development Director

Attachment:

1. Draft Resolution

DATE: January 28, 2020
PRESENTED TO EL MONTE CITY COUNCIL
☐ APPROVED ☐ DENIED ☐ PULLED ☐ RECEIVED AND FILE ☐ CONTINUED
☐ REFERRED TO
CHIEF DEPUTY CITY CLERK

ATTACHMENT 1

DRAFT RESOLUTION

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL MONTE, CALIFORNIA AUTHORIZING THE SUBMISSION OF AN APPLICATION ON BEHALF OF THE CITY OF EL MONTE FOR AN AWARD FROM THE INFILL INFRASTRUCTURE PROGRAM

WHEREAS, the Recipient is authorized to do business in the State of California; and

WHEREAS, the Recipient wishes to apply for and receive an allocation of funds through the Infill Infrastructure Grant Program ("IIG"); and

WHEREAS, The State of California Department of Housing and Community Development (the "Department") has issued a Notice of Funding Availability ("NOFA") for IIG established under Assembly Bill 101 (Chapter 159, Statutes of 2019) and Part 12.5 (commencing with section 53559) of Division 31 of the Health and Safety Code, which authorizes the Department to approve funding allocations utilizing monies made available by the State Legislature, subject to the terms and conditions of the statute and the IIG Guidelines implemented October 30, 2019.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EL MONTE, CALIFORNIA, DOES HEREBY FIND, DETERMINE AND RESOLVE AS FOLLOWS:

SECTION 1. That the Recipient pursuant to the above-described Notice of Funding Availability wishes to apply for and receive an allocation of funds in an amount not to exceed $7.5 million (the "IIG Grant").

SECTION 2. That in connection with the Recipient's IIG Grant, the Recipient is authorized and directed to enter into, execute, and deliver a State of California Standard Agreement, and any and all other documents required or deemed necessary or appropriate to carry into effect the full intent and purpose of the above resolution, in order to evidence the IIG Grant, the Recipient's obligations related thereto, and the Department's security therefore; including, but not limited to, an affordable housing covenant, a performance deed of trust, a disbursement agreement, and certain other documents required by the Department as security for, evidence of or pertaining to the IIG Grant, and all amendments thereto (collectively, the "IIG Grant Documents").

SECTION 3. The City Manager is hereby authorized to execute the IIG Grant Documents, and any amendment or modifications thereto, on behalf of the Recipient.

SECTION 4. That this resolution shall take effect immediately upon its passage.

PASSED, APPROVED AND ADOPTED by the City Council of the City of El Monte at the regular meeting of this 28th day of January 2020.

_____
Andre Quintero, Mayor
City of El Monte

ATTEST:

_____
Catherine A. Eredia, City Clerk
City of El Monte

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF EL MONTE)

I, Catherine A. Eredia, City Clerk of the City of El Monte, do hereby certify that the above and foregoing Resolution No. _____ was passed, approved, and adopted by the City Council of the City of El Monte, signed by the Mayor and attested by the City Clerk at a meeting of said City Council of the City of El Monte held on the 28th day of January 2020, and that said Resolution was adopted by the following vote, to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

_____
Catherine A. Eredia, City Clerk
City of El Monte

The undersigned, City Clerk of the City of El monte, does hereby attest and certify that the foregoing Resolution is a true, full and correct copy of a resolution duly adopted at a meeting of said City Council which was duly convened and held on the date stated thereon, and that said document has not been amended, modified, repealed or rescinded since its date of adoption and is in full force and effect as of the date hereof.

DATE: _____

_____
Catherine A. Eredia, City Clerk
City of El Monte

CITY OF EL MONTE

PUBLIC WORKS DEPARTMENT
CITY COUNCIL AGENDA REPORT

CITY COUNCIL MEETING OF JANUARY 28, 2020

January 13, 2020

The Honorable Mayor and City Council
City of El Monte
11333 Valley Boulevard
El Monte, CA 91731

Dear Mayor and City Council:

CONSIDERATION AND APPROVAL FOR THE PURCHASE OF LED STREET LIGHT HOUSING AND HARDWARE FROM WESCO DISTRIBUTION TO CONVERT CITY-OWNED STREET LIGHTS

IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Consider and approve the purchase of LED street light housing and hardware to convert city-owned street lights from Wesco Distribution for a not-to-exceed amount of $30,000.

BACKGROUND

In April 2018, the El Monte City Council approved the Southern California Edison (SCE) LS-1 Option E program. This program allowed SCE to convert all SCE owned street lights (LS-1) to energy efficient LED and in September 2019, SCE executed the conversion. The Public Works Maintenance Division is responsible for the maintenance of city-owned street lights. In an effort to continue providing energy efficiency lighting, the Maintenance Division is proposing to begin converting city-owned street lights to energy efficient LED.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Staff solicited bids from three (3) responsible street lighting vendors. Vendors were asked to submit a bid for 137 LED Roadway Lighting ERL1-ERLH-ERL2 street lights with a 4000k color temperature. These are the same street lights SCE used to convert LS-1 street lights in September 2019.

Staff recommends approving a purchase order with Wesco Distribution who was the lowest responsible bidder for LED street light housing and hardware to convert city-owned street lights.

FISCAL IMPACT/FINANCING

The Public Works Department has funds available to reconcile the $30,000 needed for the LED street light housing and hardware using the Street Lighting Special Department Expense account 100-67-686-6218.

CONCLUSION

Staff recommends that the City Council approve a purchase order with Wesco Distribution for LED street light housing and hardware to convert city-owned street lights.

Respectfully submitted,

ALMA K. MARTINEZ
City Manager

BRADEN YU, P.E.
Public Works and Utilities Director

Attachment(s):

Attachment 1 – Bid Summary Sheet

DATE: JANUARY 28, 2020
PRESENTED TO EL MONTE CITY COUNCIL
☐ APPROVED ☐ DENIED ☐ PULLED ☐ RECEIVED AND FILE ☐ CONTINUED
☐ REFERRED TO
CHIEF DEPUTY CITY CLERK

CITY OF EL MONTE

PUBLIC WORKS DEPARTMENT

CITY COUNCIL AGENDA REPORT

CITY COUNCIL MEETING OF JANUARY 28, 2020

ATTACHMENT 1

LIST OF BIDS

Vendor	Bid
Wesco Distribution	$29,751.93
Walters	$30,055
JTB Supply Company	$39,730
Cal Signal Corp	$44,525
Nexus	
Quotes were 137 LED Roadway Lighting ERL1-ERLH-ERL2 street lights with a 4000k color temperature. These are the same specifications for other recently converted street lights in the City by Southern California Edison.	

CITY OF EL MONTE

HUMAN RESOURCES / RISK MANAGEMENT DEPARTMENT
CITY COUNCIL AGENDA REPORT

CITY COUNCIL MEETING OF JANUARY 28, 2020

January 23, 2020

The Honorable Mayor and City Council
City of El Monte
11333 Valley Boulevard
El Monte, CA 91731

Honorable Mayor and City Council:

CONSIDERATION AND APPROVAL OF A RESOLUTION UPDATING THE CITYWIDE CLASSIFICATION AND COMPENSATION PLAN AND REPEALING AND REPLACING RESOLUTION NO. 10075 APPROVED DECEMBER 17, 2020

IT IS RECOMMENDED THAT THE CITY COUNCIL:

1. Consider and approve the attached Resolution establishing an updated Citywide Classification and Compensation Plan, effective February 1, 2020.

PURPOSE/BACKGROUND

On December 17, 2019, the City Council approved Resolution No. 10075, updating the Citywide Classification and Compensation Plan ("Class/Comp Plan"), effective immediately.

Consistent with certain preliminary findings and recommendations of the 2018 Classification and Compensation Study performed by Koff & Associates, and in order to better meet operational needs, certain additional organizational and administrative updates to the Class/Comp Plan are recommended at this time.

DISCUSSION

The following General Fund positions are currently unfunded and are proposed to remain unfunded for the duration of fiscal year 2019-2020:

1. Assistant City Manager
2. Office Assistant (Human Resources/Risk Management – "HR/RM")
3. Police Lieutenant (1)

4. Public Information Officer
5. Public Works Inspector
6. Records Supervisor (1)
7. Records Technician (1)
8. Wellness Coordinator
9. Neighborhood Services Officer – P/T

The following changes are proposed as part of the Class/Comp Plan update, effective February 1, 2020 (except where otherwise stated):

1. Establish the following classifications at the stated Pay Grades and FTEs:
   - Accountant I/II
     - Accountant I at Pay Grade MM120-1
     - Accountant II at Pay Grade MM131 (no change – same as existing Accountant Pay Grade to be retitled to Accountant II)
     - Accountant I/II FTEs = 3 (flexibly staffed classification)
   - Administrative Specialist
     - Pay Grade G130
     - FTEs = 1
   - Custody Supervisor
     - Pay Grade G142
     - FTEs = 1
   - Deputy Director of Community & Economic Development
     - Pay Grade EX116
     - FTEs = 1
   - Lifeguard Trainee
     - Pay Grade PT1300 (minimum wage)
     - 0.25 FTEs = 40
   - Recreation Leader Trainee
     - Pay Grade PT1300 (minimum wage)
     - 0.75 FTEs = 15
   - Senior Parking Technician
     - Pay Grade G123
     - FTEs = 1
   - Senior Transportation Driver
     - Pay Grade G128
     - FTEs = 2

2. Reclassify the following classes and any current employees holding positions in those classes as indicated below:
   - Lead Jailer to Custody Supervisor
   - Senior Administrative Assistant to Accountant I
   - Training Clerk to Administrative Specialist

3. Retitle the following classifications as indicated below:
   - Accountant to Accountant II
   - Equipment Service Lead Worker to Senior Equipment Maintenance Technician
   - Equipment Service Worker to Equipment Maintenance Technician
   - Jailer to Custody Officer
   - Lead Clerk to Senior Office Assistant
   - Senior Housing Program Coordinator to Senior Housing Program Analyst

4. Increase FTEs for the following classifications as indicated below:
   - Lifeguard – P/T 0.50 by 2 (new 0.50 FTEs = 6)
   - Management Analyst in the Finance Department by 1 (new FTEs = 1)
   - Program Specialist – P/T 0.75 in the Recreation Division by 2 (new 0.75 FTE = 6)
   - Recreation Coordinator by 1 (new FTE = 5)
   - Senior Planner by 1 (new FTEs = 2)
   - Senior Equipment Maintenance Technician (formerly Equipment Service Lead Worker by 1 (new FTEs = 2)
   - Senior Instructor Guard – P/T 0.75 by 1 (new 0.75 FTE = 3)

5. Decrease FTEs for the following classifications as indicated below:
   - Associate Planner by 1 (new FTEs = 1)
   - City Planner by 1 (new FTEs = 1)
   - Accounting Technician by 1 (new FTEs = 1)
   - Parking Technician by 1 due to reclassification (new FTEs = 1)
   - Transportation Driver by 2 due to reclassification (new FTEs = 2)

6. Assign the following classifications to higher Pay Grades as indicated below:
   - Accounting Manager from MM163 to MM167
   - Chief Deputy City Clerk from MM142-1 to MM147
   - Deputy Director of Public Works & Utilities from EX102 to EX116
   - Finance Manager from MM163 to MM167
   - Lifeguard – P/T from PT1300 to PT1325
   - Records Supervisor from G121 to G133
   - Recreation Leader – P/T from PT1300 to PT1325

7. Adopt new or updated classification specifications for the following classes:
   - Accountant I/II
   - Administrative Specialist
   - Associate Civil Engineer
   - Custody Officer
   - Custody Supervisor
   - Deputy Director of Community and Economic Development
   - Deputy Director of Parks, Recreation, and Community Services

- Equipment Maintenance Technician
- Housing Manager
- Lifeguard – P/T
- Lifeguard Trainee – P/T
- Management Analyst
- Program Specialist – P/T
- Recreation Leader Trainee – P/T
- Senior Equipment Maintenance Technician
- Senior Housing Program Analyst
- Senior Instructor Guard – P/T
- Senior Office Assistant
- Senior Parking Technician
- Senior Project Manager
- Senior Transportation Driver
- Transportation Coordinator

8. Retroactive to January 1, 2020, implement the negotiated and agreed upon 6% COLA *(or minimum salary differential required, whichever is greater)* for all classifications represented by the Police Mid-Managers' Association. The COLA calculations are based on salaries in effect as of December 31, 2019.

9. Retroactive to August 16, 2019, increase the salary differential between Step 4 and Step 5 of Pay Grade MM150 from approximately two-and-a-half percent (2.5%) to five percent (5%).
   - New Step 5 monthly salary effective August 16, 2019 through December 31, 2019 = $8,046.71
   - New Step 5 monthly salary effective January 1, 2020 = $8,449.04

To summarize the aforementioned changes on a Citywide basis, below are the changes in the total number of authorized/funded positions for both full-time and part-time positions:

- Current full-time positions authorized/funded (as of 1/1/2020) = 308
- Proposed full-time positions authorized/funded (eff. 2/1/2020) = 311
  - 1 of the 311 FTEs proposed is subject to the anticipate grant funding described below

- Current part-time positions authorized/funded (as of 1/1/2020) = 172
- Proposed part-time positions authorized/funded (eff. 2/1/2020) = 232
  - *60 of the 232 FTEs proposed are subject to anticipated grant funding through the LA County Regional Park and Open Space District's Youth & Veteran Job Training & Placement Grant for Parks, Recreation & Community Services training programs*

FISCAL IMPACT

The total approximate cost to the General Fund for the remainder of Fiscal Year 2019/2020 by way of implementing the proposed updates to the Class/Comp Plan is $124,575.

The total approximate cost to the Proposition C Fund for the remainder of Fiscal Year 2019/2020 by way of implementing the proposed updates to the Class/Comp Plan is $7,680.

The total approximate savings to the Retirement Fund for the remainder of Fiscal Year 2019/2020 due to the commencement of employee pension contributions by PMMA members is $13,176.

These costs and savings are not currently reflected in the Fiscal Year 2019/2020 budget, but will be incorporated into the mid-year budget amendment.

RECOMMENDATION

It is recommended that the City Council consider and approve the attached Resolution establishing an updated Citywide Classification and Compensation Plan, effective February 1, 2020.

Respectfully submitted,

ALMA MARTINEZ
City Manager

JOHN NGUYEN
Acting Human Resources / Risk Management Director

Attachments:

1. Resolution
2. Classification and Compensation Plan – Full Time Classifications Effective February 1, 2020 (Exhibit A of Resolution)
3. Classification and Compensation Plan – Part Time Classifications Effective February 1, 2020 (Exhibit B of Resolution)
4. Classification Specifications for 22 Classes (Exhibit C of Resolution)

DATE: January 28, 2020
PRESENTED TO EL MONTE CITY COUNCIL
☐ APPROVED
☐ DENIED
☐ PULLED
☐ RECEIVED AND FILE
☐ CONTINUED
☐ REFERRED TO
CHIEF DEPUTY CITY CLERK

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL MONTE UPDATING THE CITYWIDE CLASSIFICATION AND COMPENSATION PLAN AND REPEALING AND REPLACING CITY COUNCIL RESOLUTION NO. 10075 APPROVED DECEMBER 17, 2019

WHEREAS, Section 2.72.040 (Classification) of Chapter 2.72 (Personnel System) of the El Monte Municipal Code (hereinafter, "Section 2.72.040") requires the Human Resources Director to ascertain and record the duties and responsibilities of all positions in the competitive service and to recommend a classification plan, which shall consist of classes of positions in the competitive service defined by class specifications, including title, a description of typical duties and responsibilities of positions in each class, a statement of the training, experience and other qualifications required of applicants to positions in each class; and

WHEREAS, Section 2.72.040 requires the City Council to approve the classification plan and all subsequent amendments and revisions by resolution, provided that before consideration and approval of the classification plan or any amendments or revisions thereto, the authorized bargaining units have received notice of any proposed substantive changes to wages, hours and other terms and conditions of employment and have been given the opportunity to meet and confer on these revisions; and

WHEREAS, under Section 2.72.040, the Human Resources Director must allocate every position in the competitive service to one of the classes established by the classification plan, subject to City Council approval; and

WHEREAS, Section 2.72.040 allows the Human Resources Director to recommend the creation of new classes and the revision or abolishment of existing classes; and

WHEREAS, Section 2.72.050 (Compensation) of Chapter 2.72 (Personnel System) of the El Monte Municipal Code (hereinafter, "Section 2.72.050") provides that the Human Resources Director shall prepare a pay plan covering all classes of positions in the competitive service, showing the minimum and maximum rates of pay for each class; and

WHEREAS, under Section 2.72.050, when determining salary ranges, consideration must be given to the following: 1) the prevailing rates of pay for comparable work in other public and private employment, including consideration of conditions of work as well as basic pay; 2) current costs of living; 3) the ability to recruit and retain employees; 4) internal alignment between classes; 5) suggestions of Department Heads; and 6) the City's financial condition and policies; and

WHEREAS, Section 2.72.050 requires the Human Resources Director to submit the proposed pay plan to the City Council for adoption; and

WHEREAS, the Human Resources Director recommends that certain organizational and administrative updates to the Classification and Compensation Plan be made, effective as of February 1, 2020 (except where otherwise indicated), consistent with certain preliminary findings and recommendations of the 2018 Classification and Compensation Study conducted by Koff & Associates.

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

SECTION 1. The City Council, based on the presentation and written report of the Human Resources Director, finds that the foregoing recitals are true and correct and further finds that the Human Resources Director has substantially complied with the procedural requirements of Section 2.72.040 and Section 2.72.050.

SECTION 2. This Resolution repeals, replaces and supersedes Resolution No. 10075 approved by the City Council on December 17, 2019, as well as the plan, schedules and tables set forth therein, and effective February 1, 2020 (except where otherwise indicated), the City Council adopts the following revisions to the Classification and Compensation Plan:

(a) Establish the following classifications at the stated Pay Grades and FTEs:
- Accountant I/II
  - Accountant I at Pay Grade MM120-1
  - Accountant II at Pay Grade MM131 (no change – same as existing Accountant Pay Grade to be retitled to Accountant II)
  - Accountant I/II FTEs = 3 (flexibly staffed classification)
- Administrative Specialist
  - Pay Grade G130
  - FTEs = 1
- Custody Supervisor
  - Pay Grade G142
  - FTEs = 1
- Deputy Director of Community & Economic Development
  - Pay Grade EX116
  - FTEs = 1
- Lifeguard Trainee
  - Pay Grade PT1300 (minimum wage)
  - 0.25 FTEs = 40
- Recreation Leader Trainee
  - Pay Grade PT1300 (minimum wage)
  - 0.75 FTEs = 15
- Senior Parking Technician
  - Pay Grade G123
  - FTEs = 1

- Senior Transportation Driver
  - Pay Grade G128
  - FTEs = 2

(b) Reclassify the following classes and any current employees holding positions in those classes as indicated below:
- Lead Jailer to Custody Supervisor
- Senior Administrative Assistant to Accountant I
- Training Clerk to Administrative Specialist

(c) Retitle the following classifications as indicated below:
- Accountant to Accountant II
- Equipment Service Lead Worker to Senior Equipment Maintenance Technician
- Equipment Service Worker to Equipment Maintenance Technician
- Jailer to Custody Officer
- Lead Clerk to Senior Office Assistant
- Senior Housing Program Coordinator to Senior Housing Program Analyst

(d) Increase FTEs for the following classifications as indicated below:
- Lifeguard – P/T 0.50 by 2 (new 0.50 FTEs = 6)
- Management Analyst in the Finance Department by 1 (new FTEs = 1)
- Program Specialist – P/T 0.75 in the Recreation Division by 2 (new 0.75 FTE = 6)
- Recreation Coordinator by 1 (new FTE = 5)
- Senior Planner by 1 (new FTEs = 2)
- Senior Equipment Maintenance Technician (formerly Equipment Service Lead Worker by 1 (new FTEs = 2)
- Senior Instructor Guard – P/T 0.75 by 1 (new 0.75 FTE = 3)

(e) Decrease FTEs for the following classifications as indicated below:
- Associate Planner by 1 (new FTEs = 1)
- City Planner by 1 (new FTEs = 1)
- Accounting Technician by 1 (new FTEs = 1)
- Parking Technician by 1 due to reclassification (new FTEs = 1)
- Transportation Driver by 2 due to reclassification (new FTEs = 2)

(f) Assign the following classifications to higher Pay Grades as indicated below:
- Accounting Manager from MM163 to MM167
- Chief Deputy City Clerk from MM142-1 to MM147
- Deputy Director of Public Works & Utilities from EX102 to EX116
- Finance Manager from MM163 to MM167
- Lifeguard – P/T from PT1300 to PT1325
- Records Supervisor from G121 to G133

- Recreation Leader – P/T from PT1300 to PT1325

(g) Adopt new or updated classification specifications for the following classes:
- Accountant I/II
- Administrative Specialist
- Associate Civil Engineer
- Custody Officer
- Custody Supervisor
- Deputy Director of Community and Economic Development
- Deputy Director of Parks, Recreation, and Community Services
- Equipment Maintenance Technician
- Housing Manager
- Lifeguard – P/T
- Lifeguard Trainee – P/T
- Management Analyst
- Program Specialist – P/T
- Recreation Leader Trainee – P/T
- Senior Equipment Maintenance Technician
- Senior Housing Program Analyst
- Senior Instructor Guard – P/T
- Senior Office Assistant
- Senior Parking Technician
- Senior Project Manager
- Senior Transportation Driver
- Transportation Coordinator

(h) Retroactive to January 1, 2020, implement the negotiated and agreed upon 6% COLA *(or minimum salary differential required, whichever is greater)* for all classifications represented by the Police Mid-Managers' Association. The COLA calculations are based on salaries in effect as of December 31, 2019.

(i) Retroactive to August 16, 2019, increase the salary differential between Step 4 and Step 5 of Pay Grade MM150 from approximately two-and-a-half percent (2.5%) to five percent (5%).
- New Step 5 monthly salary effective August 16, 2019 through December 31, 2019 = $8,046.71
- New Step 5 monthly salary effective January 1, 2020 = $8,449.04

SECTION 3. This Resolution shall take effect immediately. The City Clerk shall certify to the adoption of this Resolution and enter it into the Book of original Resolutions.

PASSED AND ADOPTED by the City Council of the City of El Monte at its regular meeting on this 28th day of January 2020.

_____
Andre Quintero,
Mayor of the City of El Monte

ATTEST:

_____
Catherine A. Eredia
City Clerk of the City of El Monte

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS:
CITY OF EL MONTE)

I, Catherine A. Eredia, City Clerk of the City of El Monte, do hereby certify that the above and foregoing Resolution No. _____ was passed, approved, and adopted by the City Council of the City of El Monte, signed by the Mayor and attested by the City Clerk at a meeting of said City held on this 28th day of January 2020, and that said Resolution was adopted by the following votes to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

_____
Catherine A. Eredia
City Clerk of the City of El Monte

EXHIBIT "A"
CLASSIFICATION AND COMPENSATION PLAN – FULL TIME CLASSIFICATIONS

City of El Monte Classification and Compensation Plan - Full Time Classifications
Effective February 1, 2020 - Amended January 28, 2020
*(*Effective 8/16/2019 - 12/31/2019; **Effective 1/1/2020)*

Consistent with certain preliminary findings and recommendations of the 2018 Class/Comp Study, as well as to better meet organizational and operational needs, establish new classifications, reclassify and/or retitle certain classifications, increase or decrease FTEs for certain classifications, reassign certain classifications to higher pay grades, adopt updated classification standards for certain classifications, and make certain retroactive adjustments. Total FTEs = 310

Department/Division	FLSA	FTE	Position No.	Pay Grade	Annual	Monthly	Hourly	Pay Period
CITY CLERK'S OFFICE (3)								
Chief Deputy City Clerk	E	1	M230	MM147				
Step 1					80,983.09	6,748.59	38.93	3,374.30
Step 2					85,033.06	7,086.09	40.88	3,543.04
Step 3					89,285.52	7,440.46	42.93	3,720.23
Step 4					93,750.63	7,812.55	45.07	3,906.28
Step 5					98,439.22	8,203.27	47.33	4,101.63
Deputy City Clerk	NE	1	G410	G117				
Step 1					47,459.00	3,954.92	22.82	1,977.46
Step 2					49,831.97	4,152.66	23.96	2,076.33
Step 3					52,323.51	4,360.29	25.16	2,180.15
Step 4					54,939.77	4,578.31	26.41	2,289.16
Step 5					57,695.44	4,807.95	27.74	2,403.98
Office Assistant	NE	1	G402	G075				
Step 1					32,470.95	2,705.91	15.61	1,352.96
Step 2					34,094.50	2,841.21	16.39	1,420.60
Step 3					35,799.27	2,983.27	17.21	1,491.64
Step 4					37,589.15	3,132.43	18.07	1,566.21
Step 5					39,468.59	3,289.05	18.98	1,644.52
CITY MANAGER'S OFFICE (5)								
City Manager	E	1	E101	EX144	220,000.00	18,333.33	105.77	9,166.67
Assistant City Manager	E	0	E102	EX134				
Min					184,590.42	15,382.54	88.75	7,691.27
Max					216,300.00	18,025.00	103.99	9,012.50
Senior Project Manager	E	1	M270	MM171				
Step 1					101,959.04	8,496.59	49.02	4,248.29
Step 2					107,057.07	8,921.42	51.47	4,460.71
Step 3					112,409.88	9,367.49	54.04	4,683.75
Step 4					118,030.41	9,835.87	56.75	4,917.93
Step 5					123,931.87	10,327.66	59.58	5,163.83
Public Information Officer (PIO)	E	0	M274	MM153				
Step 1					85,954.29	7,162.86	41.32	3,581.43
Step 2					90,251.95	7,521.00	43.39	3,760.50
Step 3					94,764.47	7,897.04	45.56	3,948.52
Step 4					99,502.72	8,291.89	47.84	4,145.95
Step 5					104,477.94	8,706.50	50.23	4,353.25

City of El Monte Classification and Compensation Plan - Full Time Classifications
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Department/Division	FLSA	FTE	Position No.	Pay Grade	Annual	Monthly	Hourly	Pay Period
Grants Manager	E	0	M222	MM147-1				
Step 1					81,400.18	6,783.35	39.13	3,391.67
Step 2					85,470.17	7,122.51	41.09	3,561.26
Step 3					89,743.63	7,478.64	43.15	3,739.32
Step 4					94,230.85	7,852.57	45.30	3,926.29
Step 5					98,931.26	8,244.27	47.56	4,122.14
Management Analyst	E	0	M235	MM129				
Step 1					68,188.44	5,682.37	32.78	2,841.19
Step 2					71,597.84	5,966.49	34.42	2,983.24
Step 3					75,531.54	6,294.29	36.31	3,147.15
Step 4					79,308.09	6,609.01	38.13	3,304.50
Step 5					82,874.64	6,906.22	39.84	3,453.11
Executive Assistant to the City Manager	E	1	M237	MM127				
Step 1					66,535.13	5,544.59	31.99	2,772.30
Step 2					69,861.78	5,821.81	33.59	2,910.91
Step 3					73,354.90	6,112.91	35.27	3,056.45
Step 4					77,022.69	6,418.56	37.03	3,209.28
Step 5					80,878.79	6,739.90	38.88	3,369.95
Graphic Designer	NE	1	G381	G135				
Step 1					56,760.89	4,730.07	27.29	2,365.04
Step 2					59,598.97	4,966.58	28.65	2,483.29
Step 3					62,578.90	5,214.91	30.09	2,607.45
Step 4					65,707.78	5,475.65	31.59	2,737.82
Step 5					68,983.39	5,748.62	33.17	2,874.31
Department Secretary	NE	1	G321	G135				
Step 1					56,760.89	4,730.07	27.29	2,365.04
Step 2					59,598.97	4,966.58	28.65	2,483.29
Step 3					62,578.90	5,214.91	30.09	2,607.45
Step 4					65,707.78	5,475.65	31.59	2,737.82
Step 5					68,983.39	5,748.62	33.17	2,874.31
COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT (27)								
Administration								
Community & Economic Development Director	E	1	E112	EX123				
Min					144,982.17	12,081.85	69.70	6,040.92
Max					176,221.64	14,685.14	84.72	7,342.57
Deputy Director of Community & Economic Development	E	1	E120	EX116				
Min					136,535.71	11,377.98	65.64	5,688.99
Max					165,959.97	13,830.00	79.79	6,915.00

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Department/Division	FLSA	FTE	Position No.	Pay Grade	Annual	Monthly	Hourly	Pay Period
Economic Development Senior Manager	E	0	M260	MM202				
Step 1					136,535.71	11,377.98	65.64	5,688.99
Step 2					143,362.56	11,946.88	68.92	5,973.44
Step 3					150,530.57	12,544.21	72.37	6,272.11
Step 4					158,057.10	13,171.43	75.99	6,585.71
Step 5					165,959.97	13,830.00	79.79	6,915.00
Management Analyst	E	1	M235	MM129				
Step 1					68,188.44	5,682.37	32.78	2,841.19
Step 2					71,597.84	5,966.49	34.42	2,983.24
Step 3					75,531.54	6,294.29	36.31	3,147.15
Step 4					79,308.09	6,609.01	38.13	3,304.50
Step 5					82,874.64	6,906.22	39.84	3,453.11
Building & Safety Division								
Chief Building Official	E	1	M271	MM167				
Step 1					98,037.58	8,169.80	47.13	4,084.90
Step 2					102,939.51	8,578.29	49.49	4,289.15
Step 3					108,086.49	9,007.21	51.96	4,503.60
Step 4					113,490.76	9,457.56	54.56	4,728.78
Step 5					119,858.53	9,988.21	57.62	4,994.11
Senior Permit Technician	NE	1	G410	G129-2				
Step 1					54,030.17	4,502.51	25.98	2,251.26
Step 2					56,731.68	4,727.64	27.27	2,363.82
Step 3					59,568.23	4,964.02	28.64	2,482.01
Step 4					62,546.64	5,212.22	30.07	2,606.11
Step 5					65,668.56	5,472.38	31.57	2,736.19
Housing Division								
Housing Manager	E	1	M209	MM167				
Step 1					98,037.58	8,169.80	47.13	4,084.90
Step 2					102,939.51	8,578.29	49.49	4,289.15
Step 3					108,086.49	9,007.21	51.96	4,503.60
Step 4					113,490.76	9,457.56	54.56	4,728.78
Step 5					119,858.53	9,988.21	57.62	4,994.11
Senior Housing Program Analyst	E	1	M273	MM156				
~~Sr. Housing Program Coordinator~~ Step 1					88,519.78	7,376.65	42.56	3,688.32
Step 2					92,945.81	7,745.48	44.69	3,872.74
Step 3					97,593.10	8,132.76	46.92	4,066.38
Step 4					102,472.78	8,539.40	49.27	4,269.70
Step 5					107,600.01	8,966.67	51.73	4,483.33
Housing Program Coordinator	NE	1	M262	MM145				
Step 1					79,716.97	6,643.08	38.33	3,321.54
Step 2					83,702.82	6,975.24	40.24	3,487.62
Step 3					87,887.97	7,324.00	42.25	3,662.00
Step 4					92,282.42	7,690.20	44.37	3,845.10
Step 5					96,905.65	8,075.47	46.59	4,037.74

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Department/Division	FLSA	FTE	Position No.	Pay Grade	Annual	Monthly	Hourly	Pay Period
Administrative Analyst	NE	1	M282	MM109				
Step 1					56,822.56	4,735.21	27.32	2,367.61
Step 2					59,663.52	4,971.96	28.68	2,485.98
Step 3					62,646.71	5,220.56	30.12	2,610.28
Step 4					65,779.08	5,481.59	31.62	2,740.79
Step 5					69,068.11	5,755.68	33.21	2,877.84
Administrative Technician	NE	1	G400	G128				
Step 1					53,314.64	4,442.89	25.63	2,221.44
Step 2					55,980.41	4,665.03	26.91	2,332.52
Step 3					58,779.40	4,898.28	28.26	2,449.14
Step 4					61,718.31	5,143.19	29.67	2,571.60
Step 5					64,807.00	5,400.58	31.16	2,700.29
Neighborhood Services Division								
Assistant City Prosecutor	E	1	M214	MM160				
Step 1					92,466.97	7,705.58	44.46	3,852.79
Step 2					97,090.33	8,090.86	46.68	4,045.43
Step 3					101,944.82	8,495.40	49.01	4,247.70
Step 4					107,042.05	8,920.17	51.46	4,460.09
Step 5					112,381.37	9,365.11	54.03	4,682.56
Neighborhood Services Manager	E	1	M254	MM159				
Step 1					91,096.68	7,591.39	43.80	3,795.70
Step 2					95,651.49	7,970.96	45.99	3,985.48
Step 3					100,434.10	8,369.51	48.29	4,184.75
Step 4					105,455.77	8,787.98	50.70	4,393.99
Step 5					110,727.92	9,227.33	53.23	4,613.66
Community Liaison	NE	1	M245	MM147				
Step 1					80,983.09	6,748.59	38.93	3,374.30
Step 2					85,033.06	7,086.09	40.88	3,543.04
Step 3					89,285.52	7,440.46	42.93	3,720.23
Step 4					93,750.63	7,812.55	45.07	3,906.28
Step 5					98,439.22	8,203.27	47.33	4,101.63
Neighborhood Services Officer	NE	5	G316	G139				
Step 1					59,068.12	4,922.34	28.40	2,461.17
Step 2					62,021.49	5,168.46	29.82	2,584.23
Step 3					65,122.56	5,426.88	31.31	2,713.44
Step 4					68,378.70	5,698.22	32.87	2,849.11
Step 5					71,787.12	5,982.26	34.51	2,991.13
Neighborhood Services Clerk	NE	1	G405	G106				
Step 1					42,990.49	3,582.54	20.67	1,791.27
Step 2					45,140.02	3,761.67	21.70	1,880.83
Step 3					47,397.05	3,949.75	22.79	1,974.88
Step 4					49,766.87	4,147.24	23.93	2,073.62
Step 5					52,248.64	4,354.05	25.12	2,177.03

City of El Monte Classification and Compensation Plan - Full Time Classifications
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Department/Division	FLSA	FTE	Position No.	Pay Grade	Annual	Monthly	Hourly	Pay Period
Animal Control Officer	NE	2	G403	G118				
Step 1					48,174.47	4,014.54	23.16	2,007.27
Step 2					50,583.23	4,215.27	24.32	2,107.63
Step 3					53,112.29	4,426.02	25.53	2,213.01
Step 4					55,768.04	4,647.34	26.81	2,323.67
Step 5					58,557.03	4,879.75	28.15	2,439.88
Planning Division								
City Planner	E	0	M272	MM202				
Step 1					136,535.71	11,377.98	65.64	5,688.99
Step 2					143,362.56	11,946.88	68.92	5,973.44
Step 3					150,530.57	12,544.21	72.37	6,272.11
Step 4					158,057.10	13,171.43	75.99	6,585.71
Step 5					165,959.97	13,830.00	79.79	6,915.00
Senior Planner	E	2	M253	MM154				
Step 1					87,253.79	7,271.15	41.95	3,635.57
Step 2					91,616.40	7,634.70	44.05	3,817.35
Step 3					96,197.21	8,016.43	46.25	4,008.22
Step 4					101,007.08	8,417.26	48.56	4,208.63
Step 5					106,057.54	8,838.13	50.99	4,419.06
Associate Planner	NE	1	M226	MM134				
Step 1					71,837.60	5,986.47	34.54	2,993.23
Step 2					75,429.46	6,285.79	36.26	3,142.89
Step 3					79,201.00	6,600.08	38.08	3,300.04
Step 4					83,160.99	6,930.08	39.98	3,465.04
Step 5					87,313.32	7,276.11	41.98	3,638.05
Assistant Planner	NE	1	G309	G151				
Step 1					66,354.89	5,529.57	31.90	2,764.79
Step 2					69,669.72	5,805.81	33.50	2,902.90
Step 3					73,159.78	6,096.65	35.17	3,048.32
Step 4					76,825.07	6,402.09	36.94	3,201.04
Step 5					80,665.59	6,722.13	38.78	3,361.07
Landscape Technician	NE	0	G386	G129-2				
Step 1					54,030.17	4,502.51	25.98	2,251.26
Step 2					56,731.68	4,727.64	27.27	2,363.82
Step 3					59,568.23	4,964.02	28.64	2,482.01
Step 4					62,546.64	5,212.22	30.07	2,606.11
Step 5					65,668.56	5,472.38	31.57	2,736.19
Account Clerk	NE	1	G360	G113				
Step 1					45,867.24	3,822.27	22.05	1,911.13
Step 2					48,160.56	4,013.38	23.15	2,006.69
Step 3					50,568.63	4,214.05	24.31	2,107.03
Step 4					53,097.13	4,424.76	25.53	2,212.38
Step 5					55,753.30	4,646.11	26.80	2,323.05

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Department/Division	FLSA	FTE	Position No.	Pay Grade	Annual	Monthly	Hourly	Pay Period
Senior Office Assistant	NE	1	G417	G106				
~~Lead Clerk~~ Step 1					42,990.49	3,582.54	20.67	1,791.27
Step 2					45,140.02	3,761.67	21.70	1,880.83
Step 3					47,397.05	3,949.75	22.79	1,974.88
Step 4					49,766.87	4,147.24	23.93	2,073.62
Step 5					52,248.64	4,354.05	25.12	2,177.03
FINANCE DEPARTMENT (16)								
Administration								
Finance Director	E	1	E113	EX123				
Min					144,982.17	12,081.85	69.70	6,040.92
Max					176,221.64	14,685.14	84.72	7,342.57
Finance Manager	E	1	M258	MM167				
Step 1					98,037.58	8,169.80	47.13	4,084.90
Step 2					102,939.51	8,578.29	49.49	4,289.15
Step 3					108,086.49	9,007.21	51.96	4,503.60
Step 4					113,490.76	9,457.56	54.56	4,728.78
Step 5					119,858.53	9,988.21	57.62	4,994.11
Info Tech Programmer	NE	1	G304	G161				
Step 1					72,853.07	6,071.09	35.03	3,035.54
Step 2					76,495.67	6,374.64	36.78	3,187.32
Step 3					80,320.60	6,693.38	38.62	3,346.69
Step 4					84,336.55	7,028.05	40.55	3,514.02
Step 5					88,551.01	7,379.25	42.57	3,689.63
Accounting Division								
Accounting Manager	E	1	M257	MM167				
Step 1					98,037.58	8,169.80	47.13	4,084.90
Step 2					102,939.51	8,578.29	49.49	4,289.15
Step 3					108,086.49	9,007.21	51.96	4,503.60
Step 4					113,490.76	9,457.56	54.56	4,728.78
Step 5					119,858.53	9,988.21	57.62	4,994.11
Principal Accountant	E	0	M267	MM160-1				
Step 1					92,946.08	7,745.51	44.69	3,872.75
Step 2					97,593.37	8,132.78	46.92	4,066.39
Step 3					102,473.06	8,539.42	49.27	4,269.71
Step 4					107,596.67	8,966.39	51.73	4,483.19
Step 5					112,976.47	9,414.71	54.32	4,707.35
Accountant II *(Accountant I/II is flexibly staffed; all FTEs budgeted at II level)*	NE	3	M285	MM131				
~~Accountant~~ Step 1					69,826.87	5,818.91	33.57	2,909.45
Step 2					73,318.18	6,109.85	35.25	3,054.92
Step 3					76,984.03	6,415.34	37.01	3,207.67
Step 4					80,833.31	6,736.11	38.86	3,368.05
Step 5					84,855.74	7,071.31	40.80	3,535.66

City of El Monte Classification and Compensation Plan - Full Time Classifications
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Department/Division	FLSA	FTE	Position No.	Pay Grade	Annual	Monthly	Hourly	Pay Period
Accountant I *(Accountant I/II is flexibly staffed; all FTEs budgeted at II level)*	NE	0	M284	MM120-1				
~~Sr. Administrative Analyst~~ Step 1					62,930.63	5,244.22	30.26	2,622.11
Step 2					66,077.03	5,506.42	31.77	2,753.21
Step 3					69,380.91	5,781.74	33.36	2,890.87
Step 4					72,849.86	6,070.82	35.02	3,035.41
Step 5					76,499.82	6,374.98	36.78	3,187.49
Management Analyst	E	1	M235	MM129				
Step 1					68,188.44	5,682.37	32.78	2,841.19
Step 2					71,597.84	5,966.49	34.42	2,983.24
Step 3					75,531.54	6,294.29	36.31	3,147.15
Step 4					79,308.09	6,609.01	38.13	3,304.50
Step 5					82,874.64	6,906.22	39.84	3,453.11
Payroll Clerk	NE	1	G377	G128				
Step 1					53,314.64	4,442.89	25.63	2,221.44
Step 2					55,980.41	4,665.03	26.91	2,332.52
Step 3					58,779.40	4,898.28	28.26	2,449.14
Step 4					61,718.31	5,143.19	29.67	2,571.60
Step 5					64,807.00	5,400.58	31.16	2,700.29
Accounting Technician	NE	1	G341	G128				
Step 1					53,314.64	4,442.89	25.63	2,221.44
Step 2					55,980.41	4,665.03	26.91	2,332.52
Step 3					58,779.40	4,898.28	28.26	2,449.14
Step 4					61,718.31	5,143.19	29.67	2,571.60
Step 5					64,807.00	5,400.58	31.16	2,700.29
Account Clerk	NE	2	G360	G113				
Step 1					45,867.24	3,822.27	22.05	1,911.13
Step 2					48,160.56	4,013.38	23.15	2,006.69
Step 3					50,568.63	4,214.05	24.31	2,107.03
Step 4					53,097.13	4,424.76	25.53	2,212.38
Step 5					55,753.30	4,646.11	26.80	2,323.05
Customer Service Representative	NE	1	G408	G113				
Step 1					45,867.24	3,822.27	22.05	1,911.13
Step 2					48,160.56	4,013.38	23.15	2,006.69
Step 3					50,568.63	4,214.05	24.31	2,107.03
Step 4					53,097.13	4,424.76	25.53	2,212.38
Step 5					55,753.30	4,646.11	26.80	2,323.05
Purchasing Division								
Purchasing/Contract Manager	E	0	M283	MM163				
Step 1					94,775.60	7,897.97	45.57	3,948.98
Step 2					99,514.40	8,292.87	47.84	4,146.43
Step 3					104,490.18	8,707.52	50.24	4,353.76
Step 4					109,714.63	9,142.89	52.75	4,571.44
Step 5					115,196.36	9,599.70	55.38	4,799.85

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Department/Division	FLSA	FTE	Position No.	Pay Grade	Annual	Monthly	Hourly	Pay Period
Purchasing Clerk	NE	0	G370	G106				
Step 1					42,990.49	3,582.54	20.67	1,791.27
Step 2					45,140.02	3,761.67	21.70	1,880.83
Step 3					47,397.05	3,949.75	22.79	1,974.88
Step 4					49,766.87	4,147.24	23.93	2,073.62
Step 5					52,248.64	4,354.05	25.12	2,177.03
Treasury Division								
Cashier Clerk	NE	1	G350	G118				
Step 1					48,174.47	4,014.54	23.16	2,007.27
Step 2					50,583.23	4,215.27	24.32	2,107.63
Step 3					53,112.29	4,426.02	25.53	2,213.01
Step 4					55,768.04	4,647.34	26.81	2,323.67
Step 5					58,557.03	4,879.75	28.15	2,439.88
Account Clerk	NE	2	G360	G113				
Step 1					45,867.24	3,822.27	22.05	1,911.13
Step 2					48,160.56	4,013.38	23.15	2,006.69
Step 3					50,568.63	4,214.05	24.31	2,107.03
Step 4					53,097.13	4,424.76	25.53	2,212.38
Step 5					55,753.30	4,646.11	26.80	2,323.05
Customer Service Representative	NE	0	G408	G113				
Step 1					45,867.24	3,822.27	22.05	1,911.13
Step 2					48,160.56	4,013.38	23.15	2,006.69
Step 3					50,568.63	4,214.05	24.31	2,107.03
Step 4					53,097.13	4,424.76	25.53	2,212.38
Step 5					55,753.30	4,646.11	26.80	2,323.05
HUMAN RESOURCES/RISK MANAGEMENT DEPARTMENT (6)								
Human Resources/Risk Management Director	E	1	E111	EX104				
Min					131,735.14	10,977.93	63.33	5,488.96
Max					161,744.81	13,478.73	77.76	6,739.37
Human Resources/Risk Manager	E	1	M268	MM167				
Step 1					98,037.58	8,169.80	47.13	4,084.90
Step 2					102,939.51	8,578.29	49.49	4,289.15
Step 3					108,086.49	9,007.21	51.96	4,503.60
Step 4					113,490.76	9,457.56	54.56	4,728.78
Step 5					119,858.53	9,988.21	57.62	4,994.11
Senior Management Analyst	E	2	M223	MM145				
Step 1					79,716.97	6,643.08	38.33	3,321.54
Step 2					83,702.82	6,975.24	40.24	3,487.62
Step 3					87,887.97	7,324.00	42.25	3,662.00
Step 4					92,282.42	7,690.20	44.37	3,845.10
Step 5					96,905.65	8,075.47	46.59	4,037.74

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Department/Division	FLSA	FTE	Position No.	Pay Grade	Annual	Monthly	Hourly	Pay Period
Human Resources/Risk Management Analyst	NE	1	M240	MM129				
Step 1					68,188.44	5,682.37	32.78	2,841.19
Step 2					71,597.84	5,966.49	34.42	2,983.24
Step 3					75,531.54	6,294.29	36.31	3,147.15
Step 4					79,308.09	6,609.01	38.13	3,304.50
Step 5					82,874.64	6,906.22	39.84	3,453.11
Wellness Coordinator	NE	0	G385	G135				
Step 1					56,760.89	4,730.07	27.29	2,365.04
Step 2					59,598.97	4,966.58	28.65	2,483.29
Step 3					62,578.90	5,214.91	30.09	2,607.45
Step 4					65,707.78	5,475.65	31.59	2,737.82
Step 5					68,983.39	5,748.62	33.17	2,874.31
Human Resources/Risk Management Specialist	NE	1	G395	G120				
Step 1					48,568.75	4,047.40	23.35	2,023.70
Step 2					50,997.25	4,249.77	24.52	2,124.89
Step 3					53,547.03	4,462.25	25.74	2,231.13
Step 4					56,224.34	4,685.36	27.03	2,342.68
Step 5					59,038.92	4,919.91	28.38	2,459.95
Office Assistant	NE	0	G402	G075				
Step 1					32,470.95	2,705.91	15.61	1,352.96
Step 2					34,094.50	2,841.21	16.39	1,420.60
Step 3					35,799.27	2,983.27	17.21	1,491.64
Step 4					37,589.15	3,132.43	18.07	1,566.21
Step 5					39,468.59	3,289.05	18.98	1,644.52
PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT (16)								
Administration								
Parks, Recreation & Community Services Director	E	1	E117	EX115				
Min					134,863.09	11,238.59	64.84	5,619.30
Max					163,923.69	13,660.31	78.81	6,830.15
Deputy Director of Parks, Recreation & Community Services	E	1	E119	EX100				
Min					107,888.02	8,990.67	51.87	4,495.33
Max					131,138.95	10,928.25	63.05	5,464.12
Management Analyst	E	1	M235	MM129				
Step 1					68,188.44	5,682.37	32.78	2,841.19
Step 2					71,597.84	5,966.49	34.42	2,983.24
Step 3					75,531.54	6,294.29	36.31	3,147.15
Step 4					79,308.09	6,609.01	38.13	3,304.50
Step 5					82,874.64	6,906.22	39.84	3,453.11

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Department/Division	FLSA	FTE	Position No.	Pay Grade	Annual	Monthly	Hourly	Pay Period
Administrative Technician	NE	1	G400	G128				
Step 1					53,314.64	4,442.89	25.63	2,221.44
Step 2					55,980.41	4,665.03	26.91	2,332.52
Step 3					58,779.40	4,898.28	28.26	2,449.14
Step 4					61,718.31	5,143.19	29.67	2,571.60
Step 5					64,807.00	5,400.58	31.16	2,700.29
Secretary w/Shorthand	NE	1	G342	G128				
Step 1					53,314.64	4,442.89	25.63	2,221.44
Step 2					55,980.41	4,665.03	26.91	2,332.52
Step 3					58,779.40	4,898.28	28.26	2,449.14
Step 4					61,718.31	5,143.19	29.67	2,571.60
Step 5					64,807.00	5,400.58	31.16	2,700.29
Aquatics Division								
Aquatics Supervisor	NE	1	M277	MM139				
Step 1					74,831.44	6,235.95	35.98	3,117.98
Step 2					78,573.09	6,547.76	37.78	3,273.88
Step 3					82,501.75	6,875.15	39.66	3,437.57
Step 4					86,626.91	7,218.91	41.65	3,609.45
Step 5					90,962.61	7,580.22	43.73	3,790.11
Aquatics Coordinator	NE	1	G392	G135				
Step 1					56,760.89	4,730.07	27.29	2,365.04
Step 2					59,598.97	4,966.58	28.65	2,483.29
Step 3					62,578.90	5,214.91	30.09	2,607.45
Step 4					65,707.78	5,475.65	31.59	2,737.82
Step 5					68,983.39	5,748.62	33.17	2,874.31
Community Wellness & Senior Services Division								
Parks, Recreation & Community Services Supervisor	NE	0	M255	MM139				
Step 1					74,831.44	6,235.95	35.98	3,117.98
Step 2					78,573.09	6,547.76	37.78	3,273.88
Step 3					82,501.75	6,875.15	39.66	3,437.57
Step 4					86,626.91	7,218.91	41.65	3,609.45
Step 5					90,962.61	7,580.22	43.73	3,790.11
Social Worker	NE	1	G365	G121				
Step 1					49,503.27	4,125.27	23.80	2,062.64
Step 2					51,978.50	4,331.54	24.99	2,165.77
Step 3					54,577.38	4,548.11	26.24	2,274.06
Step 4					57,306.32	4,775.53	27.55	2,387.76
Step 5					60,177.89	5,014.82	28.93	2,507.41
Administrative Clerk	NE	1	G372	G100				
Step 1					40,697.80	3,391.48	19.57	1,695.74
Step 2					42,732.85	3,561.07	20.54	1,780.54
Step 3					44,869.35	3,739.11	21.57	1,869.56
Step 4					47,112.92	3,926.08	22.65	1,963.04
Step 5					49,459.56	4,121.63	23.78	2,060.81

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Department/Division	FLSA	FTE	Position No.	Pay Grade	Annual	Monthly	Hourly	Pay Period
Facilities, Special Programs and Events Division								
Parks, Recreation & Community Services Supervisor	NE	1	M255	MM139				
Step 1					74,831.44	6,235.95	35.98	3,117.98
Step 2					78,573.09	6,547.76	37.78	3,273.88
Step 3					82,501.75	6,875.15	39.66	3,437.57
Step 4					86,626.91	7,218.91	41.65	3,609.45
Step 5					90,962.61	7,580.22	43.73	3,790.11
Recreation Division								
Recreation Services Manager	E	1	M250	MM160				
Step 1					92,466.97	7,705.58	44.46	3,852.79
Step 2					97,090.33	8,090.86	46.68	4,045.43
Step 3					101,944.82	8,495.40	49.01	4,247.70
Step 4					107,042.05	8,920.17	51.46	4,460.09
Step 5					112,381.37	9,365.11	54.03	4,682.56
Recreation Coordinator *(1 of 5 FTEs subject to anticipated grant funding)*	NE	5	G319	G135				
Step 1					56,760.89	4,730.07	27.29	2,365.04
Step 2					59,598.97	4,966.58	28.65	2,483.29
Step 3					62,578.90	5,214.91	30.09	2,607.45
Step 4					65,707.78	5,475.65	31.59	2,737.82
Step 5					68,983.39	5,748.62	33.17	2,874.31
POLICE DEPARTMENT (166 - 122 Sworn, 44 Civilian)								
Sworn Personnel								
Chief of Police	E	1	E103	EX142				
Min					189,398.13	15,783.18	91.06	7,891.59
Max					230,215.30	19,184.61	110.68	9,592.30
Police Captain	E	2	P501	PM115				
**Step 1					162,066.28	13,505.52	77.92	6,752.76
**Step 2					170,169.54	14,180.79	81.81	7,090.40
**Step 3					178,678.05	14,889.84	85.90	7,444.92
**Step 4					187,612.01	15,634.33	90.20	7,817.17
**Step 5					196,998.38	16,416.53	94.71	8,208.27
Police Lieutenant	E	5	P502	PM100				
**Step 1					140,927.20	11,743.93	67.75	5,871.97
**Step 2					147,973.51	12,331.13	71.14	6,165.56
**Step 3					155,372.22	12,947.68	74.70	6,473.84
**Step 4					163,140.88	13,595.07	78.43	6,797.54
**Step 5					171,302.94	14,275.24	82.36	7,137.62
Police Sergeant	NE	16	S601	P123-1				
Step 1					97,166.31	8,097.19	46.71	4,048.60
Step 2					102,024.65	8,502.05	49.05	4,251.03
Step 3					107,125.88	8,927.16	51.50	4,463.58
Step 4					112,482.08	9,373.51	54.08	4,686.75
Step 5					118,107.84	9,842.32	56.78	4,921.16

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Department/Division	FLSA	FTE	Position No.	Pay Grade	Annual	Monthly	Hourly	Pay Period
Helicopter Pilot	NE	1	S602	P123				
Step 1					97,106.22	8,092.18	46.69	4,046.09
Step 2					101,961.47	8,496.79	49.02	4,248.39
Step 3					107,059.61	8,921.63	51.47	4,460.82
Step 4					112,412.58	9,367.72	54.04	4,683.86
Step 5					118,032.73	9,836.06	56.75	4,918.03
Police Corporal	NE	13	S606	P107				
Step 1					82,819.56	6,901.63	39.82	3450.82
Step 2					86,960.61	7,246.72	41.81	3623.36
Step 3					91,308.61	7,609.05	43.90	3804.53
Step 4					95,873.94	7,989.49	46.09	3994.75
Step 5					100,663.35	8,388.61	48.40	4194.31
Police Officer II	NE	12	S609	P106				
Step 1					82,239.16	6,853.26	39.54	3426.63
Step 2					86,351.14	7,195.93	41.51	3597.96
Step 3					90,668.67	7,555.72	43.59	3777.86
Step 4					95,202.13	7,933.51	45.77	3966.76
Step 5					99,963.88	8,330.32	48.06	4165.16
Police Officer/Bonus Assignment *(Combined with Police Officer, maximum FTEs = 72; underfills permitted)*	NE	40	S605	P106				
Step 1					82,239.16	6,853.26	39.54	3,426.63
Step 2					86,351.14	7,195.93	41.51	3,597.96
Step 3					90,668.67	7,555.72	43.59	3,777.86
Step 4					95,202.13	7,933.51	45.77	3,966.76
Step 5					99,963.88	8,330.32	48.06	4,165.16
Police Officer	NE	32	S608	P100				
Step 1					77,685.20	6,473.77	37.35	3,236.88
Step 2					81,569.46	6,797.45	39.22	3,398.73
Step 3					85,647.89	7,137.32	41.18	3,568.66
Step 4					89,930.32	7,494.19	43.24	3,747.10
Step 5					94,427.70	7,868.97	45.40	3,934.49
Civilian Personnel								
Information Technology Manager	E	1	M219	MM167				
Step 1					98,037.54	8,169.80	47.13	4,084.90
Step 2					102,939.48	8,578.29	49.49	4,289.14
Step 3					108,086.44	9,007.20	51.96	4,503.60
Step 4					113,490.72	9,457.56	54.56	4,728.78
Step 5					119,858.52	9,988.21	57.62	4,994.11
Database Administrator	E	0	M266	MM156				
Step 1					88,519.73	7,376.64	42.56	3,688.32
Step 2					92,945.79	7,745.48	44.69	3,872.74
Step 3					97,593.08	8,132.76	46.92	4,066.38
Step 4					102,472.83	8,539.40	49.27	4,269.70
Step 5					107,600.00	8,966.67	51.73	4,483.33

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Department/Division	FLSA	FTE	Position No.	Pay Grade	Annual	Monthly	Hourly	Pay Period
Senior Information Technology Analyst	NE	2	M269	MM150				
Step 1					83,412.60	6,951.05	40.10	3,475.53
Step 2					87,583.08	7,298.59	42.11	3,649.29
Step 3					91,962.22	7,663.52	44.21	3,831.76
Step 4					96,560.45	8,046.70	46.42	4,023.35
*Step 5					96,560.45	8,046.70	46.42	4,023.35
**Step 5					101,388.47	8,449.04	48.74	4,224.52
Communications Manager	E	1	M227	MM141				
Step 1					76,663.57	6,388.63	36.86	3,194.32
Step 2					80,496.78	6,708.07	38.70	3,354.03
Step 3					84,521.56	7,043.46	40.64	3,521.73
Step 4					88,747.64	7,395.64	42.67	3,697.82
Step 5					93,181.99	7,765.17	44.80	3,882.58
Management Analyst	E	1	M235	MM129				
Step 1					68,188.44	5,682.37	32.78	2,841.19
Step 2					71,597.84	5,966.49	34.42	2,983.24
Step 3					75,531.54	6,294.29	36.31	3,147.15
Step 4					79,308.09	6,609.01	38.13	3,304.50
Step 5					82,874.64	6,906.22	39.84	3,453.11
Senior Administrative Assistant	NE	1	M251	MM120-1				
Step 1					62,930.63	5,244.22	30.26	2,622.11
Step 2					66,077.03	5,506.42	31.77	2,753.21
Step 3					69,380.91	5,781.74	33.36	2,890.87
Step 4					72,849.86	6,070.82	35.02	3,035.41
Step 5					76,499.82	6,374.98	36.78	3,187.49
Police Recruit *(Utilized only to fill Police Officer vacancies; excluded from total FTEs)*	NE	3	G394	G148				
Step 1					64,417.61	5,368.13	30.97	2,684.07
Step 2					67,638.61	5,636.55	32.52	2,818.28
Step 3					71,020.41	5,918.37	34.14	2,959.18
Step 4					74,571.31	6,214.28	35.85	3,107.14
Step 5					78,300.00	6,525.00	37.64	3,262.50
Dispatch Shift Supervisor	NE	4	G312	G142				
Step 1					60,601.37	5,050.11	29.14	2,525.06
Step 2					63,631.61	5,302.63	30.59	2,651.32
Step 3					66,813.04	5,567.75	32.12	2,783.88
Step 4					70,153.67	5,846.14	33.73	2,923.07
Step 5					73,670.89	6,139.24	35.42	3,069.62
Custody Supervisor	NE	1	G411	G142				
~~Lead Jailer~~ Step 1					60,601.37	5,050.11	29.14	2,525.06
Step 2					63,631.61	5,302.63	30.59	2,651.32
Step 3					66,813.04	5,567.75	32.12	2,783.88
Step 4					70,153.67	5,846.14	33.73	2,923.07
Step 5					73,670.89	6,139.24	35.42	3,069.62

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Department/Division	FLSA	FTE	Position No.	Pay Grade	Annual	Monthly	Hourly	Pay Period
ID Technician	NE	1	G330	G133				
Step 1					55,899.28	4,658.27	26.87	2,329.14
Step 2					58,694.25	4,891.19	28.22	2,445.59
Step 3					61,629.05	5,135.75	29.63	2,567.88
Step 4					64,710.49	5,392.54	31.11	2,696.27
Step 5					67,946.59	5,662.22	32.67	2,831.11
Dispatcher	NE	11	G339	G129				
Step 1					53,592.07	4,466.01	25.77	2,233.00
Step 2					56,271.82	4,689.32	27.05	2,344.66
Step 3					59,085.25	4,923.77	28.41	2,461.89
Step 4					62,039.56	5,169.96	29.83	2,584.98
Step 5					65,142.92	5,428.58	31.32	2,714.29
Custody Officer	NE	7	G416	G129				
~~Jailer~~ Step 1					53,592.07	4,466.01	25.77	2,233.00
Step 2					56,271.82	4,689.32	27.05	2,344.66
Step 3					59,085.25	4,923.77	28.41	2,461.89
Step 4					62,039.56	5,169.96	29.83	2,584.98
Step 5					65,142.92	5,428.58	31.32	2,714.29
Senior Equipment Maintenance Technician	NE	2	G414	G128				
~~Equipment Service Lead Worker~~ Step 1					53,314.64	4,442.89	25.63	2,221.44
Step 2					55,980.41	4,665.03	26.91	2,332.52
Step 3					58,779.40	4,898.28	28.26	2,449.14
Step 4					61,718.31	5,143.19	29.67	2,571.60
Step 5					64,807.00	5,400.58	31.16	2,700.29
Senior Parking Technician	NE	1	G412	G123				
Step 1					50,700.72	4,225.06	24.38	2,112.53
Step 2					53,235.83	4,436.32	25.59	2,218.16
Step 3					55,897.54	4,658.13	26.87	2,329.06
Step 4					58,692.51	4,891.04	28.22	2,445.52
Step 5					61,623.57	5,135.30	29.63	2,567.65
Support Services Specialist	NE	1	G397	G123				
Step 1					50,700.72	4,225.06	24.38	2,112.53
Step 2					53,235.83	4,436.32	25.59	2,218.16
Step 3					55,897.54	4,658.13	26.87	2,329.06
Step 4					58,692.51	4,891.04	28.22	2,445.52
Step 5					61,623.57	5,135.30	29.63	2,567.65
Records Supervisor	NE	1	G346	G133				
Step 1					55,899.28	4,658.27	26.87	2,329.14
Step 2					58,694.25	4,891.19	28.22	2,445.59
Step 3					61,629.05	5,135.75	29.63	2,567.88
Step 4					64,710.49	5,392.54	31.11	2,696.27
Step 5					67,946.59	5,662.22	32.67	2,831.11

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Department/Division		FLSA	FTE	Position No.	Pay Grade	Annual	Monthly	Hourly	Pay Period
Equipment Maintenance Technician		NE	1	G415	G118				
~~Equipment Service Worker~~	Step 1					48,174.47	4,014.54	23.16	2,007.27
	Step 2					50,583.23	4,215.27	24.32	2,107.63
	Step 3					53,112.29	4,426.02	25.53	2,213.01
	Step 4					55,768.04	4,647.34	26.81	2,323.67
	Step 5					58,557.03	4,879.75	28.15	2,439.88
Parking Technician		NE	1	G357	G114				
	Step 1					46,290.70	3,857.56	22.26	1,928.78
	Step 2					48,605.39	4,050.45	23.37	2,025.22
	Step 3					51,035.43	4,252.95	24.54	2,126.48
	Step 4					53,587.26	4,465.60	25.76	2,232.80
	Step 5					56,279.04	4,689.92	27.06	2,344.96
Records Technician		NE	6	G363	G110				
	Step 1					44,713.62	3,726.13	21.50	1,863.07
	Step 2					46,949.31	3,912.44	22.57	1,956.22
	Step 3					49,296.74	4,108.06	23.70	2,054.03
	Step 4					51,761.55	4,313.46	24.89	2,156.73
	Step 5					54,351.47	4,529.29	26.13	2,264.64
Administrative Specialist		NE	1	G409	G130				
~~Training Clerk~~	Step 1					54,701.96	4,558.50	26.30	2,279.25
	Step 2					57,437.05	4,786.42	27.61	2,393.21
	Step 3					60,308.76	5,025.73	28.99	2,512.86
	Step 4					63,324.30	5,277.02	30.44	2,638.51
	Step 5					66,500.91	5,541.74	31.97	2,770.87
PUBLIC WORKS AND UTILITIES DEPARTMENT (72)									
Administration									
Public Works & Utilities Director		E	1	E114	EX123				
	Min					144,982.17	12,081.85	69.70	6,040.92
	Max					176,221.64	14,685.14	84.72	7,342.57
Deputy Director of Public Works & Utilities		E	1	E118	EX116				
	Min					136,535.71	11,377.98	65.64	5,688.99
	Max					165,959.97	13,830.00	79.79	6,915.00
Senior Project Manager		E	1	M270	MM171				
	Step 1					101,959.04	8,496.59	49.02	4,248.29
	Step 2					107,057.07	8,921.42	51.47	4,460.71
	Step 3					112,409.88	9,367.49	54.04	4,683.75
	Step 4					118,030.41	9,835.87	56.75	4,917.93
	Step 5					123,931.87	10,327.66	59.58	5,163.83
Department Secretary		NE	1	G321	G135				
	Step 1					56,760.89	4,730.07	27.29	2,365.04
	Step 2					59,598.97	4,966.58	28.65	2,483.29
	Step 3					62,578.90	5,214.91	30.09	2,607.45
	Step 4					65,707.78	5,475.65	31.59	2,737.82
	Step 5					68,983.39	5,748.62	33.17	2,874.31

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Department/Division	FLSA	FTE	Position No.	Pay Grade	Annual	Monthly	Hourly	Pay Period
Engineering Division								
City Engineer	E	1	M261	MM200				
Step 1					134,239.51	11,186.63	64.54	5,593.31
Step 2					140,951.38	11,745.95	67.77	5,872.97
Step 3					147,999.04	12,333.25	71.15	6,166.63
Step 4					155,398.94	12,949.91	74.71	6,474.96
Step 5					163,100.66	13,591.72	78.41	6,795.86
Senior Civil Engineer	E	1	M284	MM153				
Step 1					85,954.29	7,162.86	41.32	3,581.43
Step 2					90,251.95	7,521.00	43.39	3,760.50
Step 3					94,764.47	7,897.04	45.56	3,948.52
Step 4					99,502.72	8,291.89	47.84	4,145.95
Step 5					104,477.94	8,706.50	50.23	4,353.25
Senior Management Analyst	E	0	M223	MM145				
Step 1					79,716.97	6,643.08	38.33	3,321.54
Step 2					83,702.82	6,975.24	40.24	3,487.62
Step 3					87,887.97	7,324.00	42.25	3,662.00
Step 4					92,282.42	7,690.20	44.37	3,845.10
Step 5					96,905.65	8,075.47	46.59	4,037.74
Associate Civil Engineer	E	2	M280	MM140				
Step 1					75,579.74	6,298.31	36.34	3,149.16
Step 2					79,358.82	6,613.24	38.15	3,306.62
Step 3					83,326.78	6,943.90	40.06	3,471.95
Step 4					87,493.12	7,291.09	42.06	3,645.55
Step 5					91,872.12	7,656.01	44.17	3,828.01
Public Works Inspector	NE	0	M265	MM118				
Step 1					61,813.39	5,151.12	29.72	2,575.56
Step 2					64,904.05	5,408.67	31.20	2,704.34
Step 3					68,149.37	5,679.11	32.76	2,839.56
Step 4					71,556.84	5,963.07	34.40	2,981.54
Step 5					75,134.61	6,261.22	36.12	3,130.61
Public Works Clerk	NE	1	G387	G100				
Step 1					40,697.80	3,391.48	19.57	1,695.74
Step 2					42,732.85	3,561.07	20.54	1,780.54
Step 3					44,869.35	3,739.11	21.57	1,869.56
Step 4					47,112.92	3,926.08	22.65	1,963.04
Step 5					49,459.56	4,121.63	23.78	2,060.81
Maintenance Division								
Public Works Operations Superintendent	E	1	M203	MM190				
Step 1					121,318.23	10,109.85	58.33	5,054.93
Step 2					127,384.07	10,615.34	61.24	5,307.67
Step 3					133,753.20	11,146.10	64.30	5,573.05
Step 4					140,440.88	11,703.41	67.52	5,851.70
Step 5					147,458.60	12,288.22	70.89	6,144.11

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Department/Division	FLSA	FTE	Position No.	Pay Grade	Annual	Monthly	Hourly	Pay Period
Public Works Maintenance Supervisor	E	1	M213	MM160				
Step 1					92,466.97	7,705.58	44.46	3,852.79
Step 2					97,090.33	8,090.86	46.68	4,045.43
Step 3					101,944.82	8,495.40	49.01	4,247.70
Step 4					107,042.05	8,920.17	51.46	4,460.09
Step 5					112,381.37	9,365.11	54.03	4,682.56
Lead Heavy Equipment Mechanic	NE	1	G315	G141				
Step 1					60,280.15	5,023.35	28.98	2,511.67
Step 2					63,294.22	5,274.52	30.43	2,637.26
Step 3					66,458.94	5,538.24	31.95	2,769.12
Step 4					69,781.79	5,815.15	33.55	2,907.57
Step 5					73,276.55	6,106.38	35.23	3,053.19
Public Works Maintenance Field Supervisor	NE	3	M243	MM137				
Step 1					73,669.82	6,139.15	35.42	3,069.58
Step 2					77,353.72	6,446.14	37.19	3,223.07
Step 3					81,221.29	6,768.44	39.05	3,384.22
Step 4					85,281.49	7,106.79	41.00	3,553.40
Step 5					89,547.54	7,462.30	43.05	3,731.15
Administrative Analyst	NE	1	M282	MM109				
Step 1					56,822.56	4,735.21	27.32	2,367.61
Step 2					59,663.52	4,971.96	28.68	2,485.98
Step 3					62,646.71	5,220.56	30.12	2,610.28
Step 4					65,779.08	5,481.59	31.62	2,740.79
Step 5					69,068.11	5,755.68	33.21	2,877.84
Traffic Signal Technician	NE	1	G314	G141				
Step 1					60,280.15	5,023.35	28.98	2,511.67
Step 2					63,294.22	5,274.52	30.43	2,637.26
Step 3					66,458.94	5,538.24	31.95	2,769.12
Step 4					69,781.79	5,815.15	33.55	2,907.57
Step 5					73,276.55	6,106.38	35.23	3,053.19
Irrigation Senior Specialist	NE	0	G389	G140				
Step 1					59,798.26	4,983.19	28.75	2,491.59
Step 2					62,788.27	5,232.36	30.19	2,616.18
Step 3					65,927.85	5,493.99	31.70	2,746.99
Step 4					69,224.37	5,768.70	33.28	2,884.35
Step 5					72,692.53	6,057.71	34.95	3,028.86
Aquatics Maintenance Specialist	NE	1	G404	G133				
Step 1					55,899.28	4,658.27	26.87	2,329.14
Step 2					58,694.25	4,891.19	28.22	2,445.59
Step 3					61,629.05	5,135.75	29.63	2,567.88
Step 4					64,710.49	5,392.54	31.11	2,696.27
Step 5					67,946.59	5,662.22	32.67	2,831.11

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Department/Division	FLSA	FTE	Position No.	Pay Grade	Annual	Monthly	Hourly	Pay Period
Heavy Equipment Mechanic	NE	1	G334	G133				
Step 1					55,899.28	4,658.27	26.87	2,329.14
Step 2					58,694.25	4,891.19	28.22	2,445.59
Step 3					61,629.05	5,135.75	29.63	2,567.88
Step 4					64,710.49	5,392.54	31.11	2,696.27
Step 5					67,946.59	5,662.22	32.67	2,831.11
Cement Mason	NE	0	G331	G133				
Step 1					55,899.28	4,658.27	26.87	2,329.14
Step 2					58,694.25	4,891.19	28.22	2,445.59
Step 3					61,629.05	5,135.75	29.63	2,567.88
Step 4					64,710.49	5,392.54	31.11	2,696.27
Step 5					67,946.59	5,662.22	32.67	2,831.11
Plumber	NE	0	G328	G133				
Step 1					55,899.28	4,658.27	26.87	2,329.14
Step 2					58,694.25	4,891.19	28.22	2,445.59
Step 3					61,629.05	5,135.75	29.63	2,567.88
Step 4					64,710.49	5,392.54	31.11	2,696.27
Step 5					67,946.59	5,662.22	32.67	2,831.11
Electrician's Helper	NE	1	G335	G130				
Step 1					54,701.96	4,558.50	26.30	2,279.25
Step 2					57,437.05	4,786.42	27.61	2,393.21
Step 3					60,308.76	5,025.73	28.99	2,512.86
Step 4					63,324.30	5,277.02	30.44	2,638.51
Step 5					66,500.91	5,541.74	31.97	2,770.87
Maintenance Lead Worker	NE	6	G336	G129-1				
Step 1					53,840.30	4,486.69	25.88	2,243.35
Step 2					56,532.35	4,711.03	27.18	2,355.51
Step 3					59,358.88	4,946.57	28.54	2,473.29
Step 4					62,326.96	5,193.91	29.96	2,596.96
Step 5					65,434.87	5,452.91	31.46	2,726.45
Graffiti Abatement Coordinator	NE	1	G359	G114				
Step 1					46,290.70	3,857.56	22.26	1,928.78
Step 2					48,605.39	4,050.45	23.37	2,025.22
Step 3					51,035.43	4,252.95	24.54	2,126.48
Step 4					53,587.26	4,465.60	25.76	2,232.80
Step 5					56,279.04	4,689.92	27.06	2,344.96
Maintenance Worker	NE	20	G356	G114				
Step 1					46,290.70	3,857.56	22.26	1,928.78
Step 2					48,605.39	4,050.45	23.37	2,025.22
Step 3					51,035.43	4,252.95	24.54	2,126.48
Step 4					53,587.26	4,465.60	25.76	2,232.80
Step 5					56,279.04	4,689.92	27.06	2,344.96

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Department/Division	FLSA	FTE	Position No.	Pay Grade	Annual	Monthly	Hourly	Pay Period
Transportation Division								
Transportation Operations Manager	E	1	M256	MM160				
Step 1					92,466.97	7,705.58	44.46	3,852.79
Step 2					97,090.33	8,090.86	46.68	4,045.43
Step 3					101,944.82	8,495.40	49.01	4,247.70
Step 4					107,042.05	8,920.17	51.46	4,460.09
Step 5					112,381.37	9,365.11	54.03	4,682.56
Transportation Senior Program Specialist	NE	1	M275	MM140				
Step 1					75,579.74	6,298.31	36.34	3,149.16
Step 2					79,358.82	6,613.24	38.15	3,306.62
Step 3					83,326.78	6,943.90	40.06	3,471.95
Step 4					87,493.12	7,291.09	42.06	3,645.55
Step 5					91,872.12	7,656.01	44.17	3,828.01
Transportation Coordinator	NE	3	G320	G135				
Step 1					56,760.89	4,730.07	27.29	2,365.04
Step 2					59,598.97	4,966.58	28.65	2,483.29
Step 3					62,578.90	5,214.91	30.09	2,607.45
Step 4					65,707.78	5,475.65	31.59	2,737.82
Step 5					68,983.39	5,748.62	33.17	2,874.31
Senior Transportation Driver	NE	2	G413	G128				
Step 1					53,314.64	4,442.89	25.63	2,221.44
Step 2					55,980.41	4,665.03	26.91	2,332.52
Step 3					58,779.40	4,898.28	28.26	2,449.14
Step 4					61,718.31	5,143.19	29.67	2,571.60
Step 5					64,807.00	5,400.58	31.16	2,700.29
Transportation Driver	NE	2	G407	G120				
Step 1					48,568.75	4,047.40	23.35	2,023.70
Step 2					50,997.25	4,249.77	24.52	2,124.89
Step 3					53,547.03	4,462.25	25.74	2,231.13
Step 4					56,224.34	4,685.36	27.03	2,342.68
Step 5					59,038.92	4,919.91	28.38	2,459.95
Administrative Clerk	NE	1	G372	G100				
Step 1					40,697.80	3,391.48	19.57	1,695.74
Step 2					42,732.85	3,561.07	20.54	1,780.54
Step 3					44,869.35	3,739.11	21.57	1,869.56
Step 4					47,112.92	3,926.08	22.65	1,963.04
Step 5					49,459.56	4,121.63	23.78	2,060.81
Utilities Division								
Utilities Manager	E	1	M264	MM197				
Step 1					130,329.56	10,860.80	62.66	5,430.40
Step 2					136,846.00	11,403.83	65.79	5,701.92
Step 3					143,688.21	11,974.02	69.08	5,987.01
Step 4					150,872.62	12,572.72	72.53	6,286.36
Step 5					158,350.45	13,195.87	76.13	6,597.94

City of El Monte Classification and Compensation Plan - Full Time Classifications
Effective February 1, 2020 - Amended January 28, 2020
*(*Effective 8/16/2019 - 12/31/2019; **Effective 1/1/2020)*

Consistent with certain preliminary findings and recommendations of the 2018 Class/Comp Study, as well as to better meet organizational and operational needs, establish new classifications, reclassify and/or retitle certain classifications, increase or decrease FTEs for certain classifications, reassign certain classifications to higher pay grades, adopt updated classification standards for certain classifications, and make certain retroactive adjustments. Total FTEs = 310

Department/Division	FLSA	FTE	Position No.	Pay Grade	Annual	Monthly	Hourly	Pay Period
Water Systems Supervisor	NE	1	M248	MM160				
Step 1					92,466.97	7,705.58	44.46	3,852.79
Step 2					97,090.33	8,090.86	46.68	4,045.43
Step 3					101,944.82	8,495.40	49.01	4,247.70
Step 4					107,042.05	8,920.17	51.46	4,460.09
Step 5					112,381.37	9,365.11	54.03	4,682.56
Associate Civil Engineer	E	1	M280	MM140				
Step 1					75,579.74	6,298.31	36.34	3,149.16
Step 2					79,358.82	6,613.24	38.15	3,306.62
Step 3					83,326.78	6,943.90	40.06	3,471.95
Step 4					87,493.12	7,291.09	42.06	3,645.55
Step 5					91,872.12	7,656.01	44.17	3,828.01
GIS Analyst	E	1	M285	MM129				
Step 1					68,188.44	5,682.37	32.78	2,841.19
Step 2					71,597.84	5,966.49	34.42	2,983.24
Step 3					75,531.54	6,294.29	36.31	3,147.15
Step 4					79,308.09	6,609.01	38.13	3,304.50
Step 5					82,874.64	6,906.22	39.84	3,453.11
Administrative Analyst	NE	1	M282	MM109				
Step 1					56,822.56	4,735.21	27.32	2,367.61
Step 2					59,663.52	4,971.96	28.68	2,485.98
Step 3					62,646.71	5,220.56	30.12	2,610.28
Step 4					65,779.08	5,481.59	31.62	2,740.79
Step 5					69,068.11	5,755.68	33.21	2,877.84
Senior Shift Operator	NE	1	G388	G146				
Step 1					63,156.94	5,263.08	30.36	2,631.54
Step 2					66,314.71	5,526.23	31.88	2,763.11
Step 3					69,630.47	5,802.54	33.48	2,901.27
Step 4					73,112.00	6,092.67	35.15	3,046.33
Step 5					76,752.06	6,396.00	36.90	3,198.00
Wastewater Collection Systems Lead	NE	1	G380	G142				
Step 1					60,601.37	5,050.11	29.14	2,525.06
Step 2					63,631.61	5,302.63	30.59	2,651.32
Step 3					66,813.04	5,567.75	32.12	2,783.88
Step 4					70,153.67	5,846.14	33.73	2,923.07
Step 5					73,670.89	6,139.24	35.42	3,069.62
Shift Operator	NE	3	G318	G136				
Step 1					57,301.24	4,775.10	27.55	2,387.55
Step 2					60,166.26	5,013.86	28.93	2,506.93
Step 3					63,174.58	5,264.55	30.37	2,632.27
Step 4					66,333.29	5,527.77	31.89	2,763.89
Step 5					69,640.50	5,803.37	33.48	2,901.69

City of El Monte Classification and Compensation Plan - Full Time Classifications
Effective February 1, 2020 - Amended January 28, 2020
*(*Effective 8/16/2019 - 12/31/2019; **Effective 1/1/2020)*

Consistent with certain preliminary findings and recommendations of the 2018 Class/Comp Study, as well as to better meet organizational and operational needs, establish new classifications, reclassify and/or retitle certain classifications, increase or decrease FTEs for certain classifications, reassign certain classifications to higher pay grades, adopt updated classification standards for certain classifications, and make certain retroactive adjustments. Total FTEs = 310

Department/Division	FLSA	FTE	Position No.	Pay Grade	Annual	Monthly	Hourly	Pay Period
Wastewater Maintenance Worker II	NE	1	G379	G129-1				
Step 1					53,840.30	4,486.69	25.88	2,243.35
Step 2					56,532.35	4,711.03	27.18	2,355.51
Step 3					59,358.88	4,946.57	28.54	2,473.29
Step 4					62,326.96	5,193.91	29.96	2,596.96
Step 5					65,434.87	5,452.91	31.46	2,726.45
Water Meter Reader	NE	1	G354	G117				
Step 1					47,459.00	3,954.92	22.82	1,977.46
Step 2					49,831.97	4,152.66	23.96	2,076.33
Step 3					52,323.51	4,360.29	25.16	2,180.15
Step 4					54,939.77	4,578.31	26.41	2,289.16
Step 5					57,695.44	4,807.95	27.74	2,403.98
Wastewater Maintenance Worker I	NE	3	G378	G117				
Step 1					47,459.00	3,954.92	22.82	1,977.46
Step 2					49,831.97	4,152.66	23.96	2,076.33
Step 3					52,323.51	4,360.29	25.16	2,180.15
Step 4					54,939.77	4,578.31	26.41	2,289.16
Step 5					57,695.44	4,807.95	27.74	2,403.98

EXHIBIT "B"
CLASSIFICATION AND COMPENSATION PLAN – PART TIME CLASSIFICATIONS

City of El Monte Classification and Compensation Plan - Part Time Classifications
Effective February 1, 2020 - Amended January 28, 2019

Establish new classifications of Lifeguard Trainee and Recreation Leader Trainee; increase FTEs for Lifeguard, Program Specialist, and Senior Instructor Guard; reassign Lifeguard and Recreation Leader from Pay Grade PT1300 to PT1325; adopt updated classification specifications for Lifeguard, Program Specialist, Senior Instructor Guard; update Position No. for Recreation Leader. Total FTEs = 232 *(60 subject to anticipated grant funding)*

Department/Division	FTE 0.25	FTE 0.50	FTE 0.75	Seasonal	Position No.	Pay Grade	Hourly Rate
CITY MANAGER'S OFFICE (2)							
Graphic Artist - P/T			2		T851	PT1625	16.25
COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT (4)							
Housing Division							
Administrative Assistant - P/T					T864	PT1653	16.53
Neighborhood Services Division							
Animal Control Officer - P/T			2		T869	PT1987	19.87
Neighborhood Services Officer - P/T					T755	PT1987	19.87
Planning Division							
Planning Aide - P/T					T874	PT1500-S	
Step 1							15.00
Step 2			2				15.75
Step 3							16.54
FINANCE DEPARTMENT (1)							
Accounting Division							
Intern (College or Graduate) - P/T					T875	PT1500	15.00
Treasury Division							
Office Assistant - P/T			1		T728	PT1400	14.00
HUMAN RESOURCES/RISK MANAGEMENT DEPARTMENT (0)							
Office Assistant - P/T					T728	PT1400	14.00
PARKS, RECREATION & COMMUNITY SERVICES DEPARTMENT (174)							
Administration							
Program Coordinator - P/T					T870	PT-1900-S	
Step 1							19.00
Step 2							19.95
Step 3							20.95
Step 4							21.99
Step 5							23.09
Graphic Artist - P/T					T851	PT1625	16.25
Program Specialist - P/T		1	2		T784	PT1500	15.00
Museum Curator - P/T					T877	PT1325	13.25
Recreation Leader - P/T			2	2	T881	PT1325	13.25

EXHIBIT B

City of El Monte Classification and Compensation Plan - Part Time Classifications
Effective February 1, 2020 - Amended January 28, 2019

Establish new classifications of Lifeguard Trainee and Recreation Leader Trainee; increase FTEs for Lifeguard, Program Specialist, and Senior Instructor Guard; reassign Lifeguard and Recreation Leader from Pay Grade PT1300 to PT1325; adopt updated classification specifications for Lifeguard, Program Specialist, Senior Instructor Guard; update Position No. for Recreation Leader. Total FTEs = 232 *(60 subject to anticipated grant funding)*

Department/Division	FTE 0.25	FTE 0.50	FTE 0.75	Seasonal	Position No.	Pay Grade	Hourly Rate
Aquatics Division							
Program Coordinator - P/T					T870	PT1900-S	
Step 1			1				19.00
Step 2							19.95
Step 3							20.95
Step 4							21.99
Step 5							23.09
Pool Manager - P/T					T717	PT1664-S	
Step 1	1		1				16.64
Step 2							17.47
Step 3							18.35
Senior Instructor Guard - P/T *(1 of 3 FTEs 0.75 subject to anticipated grant funding)*			3	1	T774	PT1500	15.00
Assistant Swim Team Coach - P/T					T860	PT1400	14.00
Instructor Guard - P/T	5	5		4	T709	PT1400	14.00
Lifeguard - P/T *(2 of 6 FTEs 0.50 subject to anticipated grant funding)*	3	6		7	T710	PT1325	13.25
Recreation Leader - P/T	2			6	T881	PT1325	13.25
Lifeguard Trainee - P/T *(All FTEs subject to anticipated grant funding)*	40				T882	PT1300	13.00
Community Wellness & Senior Services Division							
Social Worker - P/T			1		T777	PT1965	19.65
Program Coordinator - P/T					T870	PT1900-S	
Step 1							19.00
Step 2							19.95
Step 3							20.95
Step 4							21.99
Step 5							23.09
Senior Nutrition Site Manager - P/T					T712	PT1705	17.05
Program Specialist - P/T			6		T784	PT1500	15.00
Recreation Leader - P/T			2	1	T881	PT1325	13.25

City of El Monte Classification and Compensation Plan - Part Time Classifications
Effective February 1, 2020 - Amended January 28, 2019

Establish new classifications of Lifeguard Trainee and Recreation Leader Trainee; increase FTEs for Lifeguard, Program Specialist, and Senior Instructor Guard; reassign Lifeguard and Recreation Leader from Pay Grade PT1300 to PT1325; adopt updated classification specifications for Lifeguard, Program Specialist, Senior Instructor Guard; update Position No. for Recreation Leader. Total FTEs = 232 *(60 subject to anticipated grant funding)*

Department/Division	FTE 0.25	FTE 0.50	FTE 0.75	Seasonal	Position No.	Pay Grade	Hourly Rate
Facilities, Special Programs and Events Division							
Program Coordinator - P/T					T870	PT1900-S	
Step 1			4				19.00
Step 2							19.95
Step 3							20.95
Step 4							21.99
Step 5							23.09
Program Specialist - P/T		3	3		T784	PT1500	15.00
Recreation Leader - P/T		1	2	2	T720	PT1325	13.25
Recreation Division							
Program Coordinator - P/T					T870	PT1900-S	
Step 1	1		3				19.00
Step 2							19.95
Step 3							20.95
Step 4							21.99
Step 5							23.09
Program Specialist - P/T *(2 of 6 FTEs 0.75 subject to anticipated grant funding)*	1		6		T784	PT1500	15.00
Recreation Leader - P/T	4	4	19	4	T881	PT1325	13.25
Recreation Leader Trainee - P/T *(All FTEs subject to anticipated grant funding)*			15		T883	PT1300	13.00
POLICE DEPARTMENT (12)							
Civilian Personnel							
Background Investigator - P/T	1				T761	PT2500	25.00
Police Pilot - P/T	1				T866	PT2500	25.00
Police Dispatcher - P/T					T738	PT2500	25.00
Tactical Flight Officer - P/T					T865	PT2500	25.00
Records Technician - P/T					T855	PT1800	18.00
Administrative Assistant - P/T					T864	PT1653	16.53
Reserve Officer/Investigator - P/T		2			T800	PT1342	13.42
Police Cadet - P/T			6		T737	PT1300	13.00
Reserve Officer - P/T	2				T746	PT1300	13.00

City of El Monte Classification and Compensation Plan - Part Time Classifications
Effective February 1, 2020 - Amended January 28, 2019

Establish new classifications of Lifeguard Trainee and Recreation Leader Trainee; increase FTEs for Lifeguard, Program Specialist, and Senior Instructor Guard; reassign Lifeguard and Recreation Leader from Pay Grade PT1300 to PT1325; adopt updated classification specifications for Lifeguard, Program Specialist, Senior Instructor Guard; update Position No. for Recreation Leader. Total FTEs = 232 *(60 subject to anticipated grant funding)*

Department/Division	FTE 0.25	FTE 0.50	FTE 0.75	Seasonal	Position No.	Pay Grade	Hourly Rate
PUBLIC WORKS & UTILITIES DEPARTMENT (40)							
Administration							
Administrative Assistant - P/T					T864	PT1653	16.53
Beautification Project Leader - P/T					T740	PT1653	16.53
Engineering Division							
Intern (College or Graduate) - P/T					T875	PT1500	15.00
Office Assistant - P/T			2		T728	PT1400	14.00
Maintenance Division							
Administrative Assistant - P/T			1		T864	PT1653	16.53
Intern (College or Graduate) - P/T					T875	PT1500	15.00
Office Assistant - P/T			2		T728	PT1400	14.00
Maintenance Worker - P/T			21		T853	PT1300	13.00
Transportation Division							
Transportation Sr. Program Specialist - RETIRED ANNUITANT		1			T902	PT4207	42.07
Transportation Driver - P/T	1	2	2	1	T729	PT2000	20.00
Administrative Assistant - P/T			1		T864	PT1653	16.53
Office Assistant - P/T			3		T728	PT1400	14.00
Transit Safety Ambassador - P/T			3		T722	PT1300	13.00

EXHIBIT "C"
CLASSIFICATION SPECIFICATIONS FOR THE FOLLOWING:

1. Accountant I/II
2. Administrative Specialist
3. Associate Civil Engineer
4. Custody Officer
5. Custody Supervisor
6. Deputy Director of Community and Economic Development
7. Deputy Director of Parks, Recreation, and Community Services
8. Equipment Maintenance Technician
9. Housing Manager
10. Lifeguard – P/T
11. Lifeguard Trainee – P/T
12. Management Analyst
13. Program Specialist – P/T
14. Recreation Leader Trainee – P/T
15. Senior Equipment Maintenance Technician
16. Senior Housing Program Analyst
17. Senior Instructor Guard – P/T
18. Senior Office Assistant
19. Senior Parking Technician
20. Senior Project Manager
21. Senior Transportation Driver
22. Transportation Coordinator

FEBRUARY 2020
FLSA: NON-EXEMPT

ACCOUNTANT I/II

DEFINITION

Under general supervision (Accountant I) or direction (Accountant II), performs a variety of professional accounting duties, including auditing, analyzing, and verifying fiscal records and reports, preparing financial and statistical reports, providing information to City staff regarding accounting practices and procedures, and reconciling general ledger accounts; assists in preparing the City's annual budgets; prepares accounting reports and schedules; and performs related duties as required.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision (Accountant I) or direction (Accountant II) from the Accounting Manager. Exercises no direct supervision over staff.

CLASS CHARACTERISTICS

Accountant I: This is the entry-level classification in the Accountant Series. Initially under close supervision, incumbents learn and perform routine professional accounting duties. As experience is gained, assignments become more varied, complex, and difficult; close supervision and frequent review of work lessen as an incumbent demonstrates skill to perform the work independently. Positions at this level usually perform most of the duties required of the positions at the Accountant II level, but are not expected to function at the same skill level and usually exercise less independent discretion and judgment in matters related to work procedures and methods. Work is usually supervised while in progress and fits an established structure or pattern. Exceptions or changes in procedures are explained in detail as they arise.

Accountant II: This is the fully qualified journey-level classification in the Accountant series. Positions at this level are distinguished from the Accountant I-level by the performance of the full range of duties as assigned, working independently, and exercising judgment and initiative. Positions at this level receive only occasional instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies of the work unit. This class is distinguished from the Senior Accountant in that the latter performs the more complex work assigned to the series, such as providing staff support at an advanced level and/or providing technical and functional direction over lower-level staff.

Positions in the Accountant class series are flexibly staffed; positions at the Accountant II level are normally filled by advancement from the Accountant I level; progression to the Accountant II level is dependent on (i) management affirmation that the position is performing the full range of duties assigned to the classification; (ii) satisfactory work performance; (iii) the incumbent meeting the minimum qualifications for the classification including any licenses and certifications; and (iv) management approval for progression to the Accountant II level.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

Positions at the Accountant I level may perform some of these duties and responsibilities in a learning capacity.

- Performs a variety of professional tasks in support of the City's accounting programs; areas of responsibility include, but are not limited to, accounts payable, accounts receivable, grant funding and reporting, general accounting, budget development, business licenses and utility billing.
- Prepares journal entries and reconciles general ledger and subsidiary accounts related to postings from payroll, accounts payable, cash receipts, and accounts receivable; prepares monthly financial statements, including distributing monthly revenue and expenditure reports to departments; prepares numerous monthly financial reports.
- Analyzes and processes workers compensation, payroll and risk management transactions; prepares reports and schedules as needed.
- Reconciles and balances a diverse range of bank statements and related fiscal documentation.
- Records and maintains appropriate controls for fixed assets, assists in the City's purchase orders and accounts payable system, auditing and financial analysis, grant accounting, and special reports.
- Reviews accuracy of invoice payments to vendors and service providers and resolves issues with vendors regarding purchase orders, invoices and payments.
- Prepares year-end fixed asset schedules; maintains and records fixed asset inventory into fiscal management system; generates depreciation and post disposals/transfers; submit reports and spreadsheets to auditors.
- Maintains and monitors the City's grant funds and ensures compliance with rules and regulations governing the use of each grant.
- Assists in the coordination of the annual audits.
- Prepares a wide variety of financial and statistical reports, including year-end reporting, budgetary reports, assists in the preparation of the Comprehensive Annual Finance Report (CAFR).
- Reviews accounting and financial documents to ensure accuracy of information and calculations and makes correcting entries.
- Conducts a variety of analytical and operational studies regarding departmental activities including financial, operational, or administrative issues; evaluate alternatives, make recommendations, assists with implementation of procedures.
- Tracks property tax payments; ensures that property tax bills are remitted to the proper City departments for payment authorization.
- Participates in the compilation and preparation of the annual budget, including assisting other departments with budget preparation, providing personnel cost projections and estimated grant revenues and expenditures, monitoring expenditures to ensure compliance with adopted budget, and assisting in publication of the budget.
- Performs other duties as assigned.

QUALIFICATIONS

Positions at the Accountant I level may exercise some of these knowledge and abilities statements in a learning capacity.

Knowledge of:

- Modern principles, practices, and methods of public and governmental accounting and financing, including program budgeting, general accounting, and auditing and their application to municipal operations.
- General principles and practices of data processing and its applicability to accounting and municipal operations. Applicable Federal, State, and local laws, regulatory codes, ordinances, and procedures relevant to assigned area of responsibility.
- Principles and practices of fund accounting.
- Principles and practices of municipal budget development and monitoring.
- Principles and procedures of record keeping.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.

Ability to:

- Review, analyze, record and document a diverse range of financial transactions.
- Perform general ledger duties.
- Audit, reconcile and balance bank statements.
- Audit and verify financial transactions.
- Analyze and monitor grant funding program financial transactions and ensure compliance with funding requirements.
- Analyze financial data and draw sound conclusions.
- Prepare clear, complete, and concise financial statements and reports.
- Make accurate arithmetic, financial, and statistical computations.
- Enter and retrieve data from a computer with sufficient speed and accuracy.
- Establish and maintain a variety of filing, record-keeping, and tracking systems.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:
Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Accountant I/II: Equivalent to a bachelor's degree from an accredited college or university with major coursework in accounting, finance, business or public administration, or a related field.

Accountant I: One (1) year of professional accounting program experience.

Accountant II: Three (3) years of professional accounting program experience.

Licenses and Certifications:

- None.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. This is primarily a sedentary office classification although standing in work areas and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 25 pounds.

ENVIRONMENTAL CONDITIONS

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

FEBRUARY 2020
FLSA: NON-EXEMPT

ADMINISTRATIVE SPECIALIST

DEFINITION

Under direction, provides specialized para-professional administrative support duties to assigned departmental projects and programs; conducts research and analysis and prepares a variety of reports and documents in support of departmental/division goals; develops, summarizes, and maintains administrative and fiscal records; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives direction from assigned supervisory or management personnel. Exercises technical and functional direction over and provides training to lower-level staff.

CLASS CHARACTERISTICS

This fully qualified journey-level classification is responsible for independently performing specialized duties in support of departmental/division operations in areas such as personnel, budget, and contract administration. Positions at this level exercise judgment and initiative in their assigned tasks, receive only occasional instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies of the work unit.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Prepares various reports and responses for elected officials, department heads, and other City staff regarding personnel, budget, public records requests, service requests, internal requests for information, contracts and contract amendments, completion of projects, proposals, grant opportunities, and contract issues.
- Prepares memoranda, letters, summaries, check requests, labels, mailing envelopes, lists, and reports; responds to written correspondence.
- Responds to the community, outside agencies, and internal departments/divisions regarding City programs.
- Inputs data into databases and maintains record keeping and filing systems.
- Participates in the preparation and presentation of the mid-year, end of the year, and new year budgets; maintains, monitors, and inputs budget tracking and controls; forecasts budget expenditures and revenues; conducts internal auditing processes; compiles financial documents and performs budget transactions; performs analysis on various accounts as needed for auditing and other purposes.
- Performs research and analysis on administrative, fiscal, personnel, and operational problems or issues; prepares technical reports to interpret data, identify alternatives, and make and justify recommendations.
- Prepares purchase orders and purchase requisitions; processes invoices; confirms contract amendments.
- Observes and complies with City and mandated safety rules, regulations, and protocols.
- Performs other duties as assigned.

When assigned to Public Works:

- Monitors and oversees services provided by contractors; contacts contractors on issues related to service; analyzes contractor work for compliance; tracks service needs.
- Processes division payroll: inputs and monitors employee time, leaves, and timecard exceptions; creates timecard reports; submits reports and makes edits as necessary; complies with Finance and Human Resources requests for payroll related information.
- Participates in preparing funding requests for staffing, equipment, and vehicles; gathers data from field staff; tracks overtime and part-time staff work hours; processes assignment changes for part-time and full-time staff; tracks and compiles data from various projects.
- Monitors grant funding expenditures and revenues, purchases, and compliance.
- Participates in organizing and facilitating events; interfaces with the public and various City Departments to enforce, encourage, and advertise City programs; facilitates day to day operations of programs such as the Bulky Item Program with City staff.

When assigned to Housing:

- Participates in managing the CDBG Public Service Programs; receives program documents, reviews requests for reimbursement; communicates with program staff; monitors program implementation; provides technical support when necessary.
- Gathers and routes all necessary backup documentation required by legal counsel to develop professional service and general service agreements.
- Maintains a database of active properties to rehabilitate or purchase homes.
- Gathers and maintains contact lists for assistance to Housing Rehabilitation program participants.
- Participates in developing and editing cover sheets, routing slips, staff reports, and presentations necessary for City Council meetings.
- Assists with and participates in public/community outreach meetings.
- Participates in developing and researching opportunities to combat and prevent homelessness in the City.
- Participates in gathering and maintaining records for the CDBG Housing Rehabilitation projects.

When assigned to Police:

- Participates in the employee background screening process; schedules appointments with potential candidates for employment; conducts the initial in-take/background investigation interview; compiles and issues background application packets; reviews submitted documents and provides instructions on completion; collects, completes, and copies required documents; provides updates to supervisory personnel.
- Conducts background interviews by telephone or in person; documents information on questionnaires; responds to employment inquiries by telephone or questionnaire.
- Requests credit history reports and runs criminal history checks for candidates, student interns, and volunteers in the background process; maintains all background files; prepares the request for destruction of background records that qualify.
- Prepares all background employment correspondence, from provisional job offer of employment to the disqualification letter.
- Prepares sworn and non-sworn employee background investigation packet and submits for management approval.
- Notarizes background waivers for candidates, student interns, and police volunteers; notarizes medical consent waivers for parents with children participating in the police explorer program.
- Maintains and assigns employee performance evaluation records to supervisory personnel; creates an evaluation schedule for employees; assigns evaluations to supervisors; updates promotions and shift change records; prepares monthly reports of both upcoming and past due evaluations for review by supervisors.

- Participates in the scheduling of training courses for department personnel; maintains all training records; prepares P.O.S.T. reimbursement reconciliation reports; reconciles funds received; generates requests for transfer of funds when needed.
- Schedules department personnel for training; enters course details in database; generates memos with course details and distributes memos to employees, supervisors, and court liaison officer; creates packets and attaches all course related information.

QUALIFICATIONS

Knowledge of:

- General principles and practices of municipal government grants and budget preparation, monitoring, and administration.
- Research and reporting methods, techniques, and procedures.
- Basic budget principles for monitoring and tracking revenue and expenditures for assigned department.
- Principles and practices of contract monitoring for operational and fiscal purposes.
- City procurement principles and practices.
- Principles and practices of business correspondence and report writing.
- Research methods in assigned area.
- Principles and procedures of record keeping, document processing, and filing systems.
- Business administration practices.
- City-wide policies, processes, and procedures.
- Business arithmetic and basic statistical techniques.
- City and mandated safety rules, regulations, and protocols.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.

Ability to:

- Prepare clear and concise correspondence and reports on a variety of financial, budgetary, and administrative issues.
- Calculate figures and perform standard mathematical functions.
- Understand, interpret, explain, and apply programs, regulations, procedures, and guidelines.
- Handle sensitive and confidential information.
- Prepare and process purchase orders, purchase requisitions, reimbursements, invoices, payroll, and related expenditures.
- Research, analyze, and evaluate programs, policies, and procedures.
- Assist in developing and administering a division budget.
- Interpret, apply, and explain applicable federal, state, and local laws, codes, regulations, policies, technical processes, and procedures.
- File and maintain automated and hardcopy records with accuracy.
- Organize and prioritize a variety of projects and multiple tasks in an effective and timely manner, organize own work, set priorities, and meet critical time deadlines.
- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks.

- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:
Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Education:
Equivalent to an associate degree from an accredited college with major coursework in public administration, business administration, or a related field.

Experience:
Three (3) years of para-professional experience relevant to assigned department such as finance, administration, contracts, police services, and related fields.

Licenses and Certifications:

When assigned to Police:
- Possession of, or ability to obtain, a State of California Notary Public Commission.
- Possession of, or ability to obtain, a P.O.S.T. Background Investigation Certificate.
- Possession of, or ability to obtain, a P.O.S.T. Training Management Certificate.
- Possession of, or ability to obtain, a Training Management System Application Certificate.
- Possession of, or ability to obtain, a C.L.E.T.S. Operator Certificate.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. This is primarily a sedentary office classification although standing in work areas and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 25 pounds.

ENVIRONMENTAL CONDITIONS

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

FEBRUARY 2020
FLSA: EXEMPT

ASSOCIATE CIVIL ENGINEER

DEFINITION

Under direction, performs a diverse range of professional engineering duties in support of an assigned program area which may include, but is not limited to, capital improvement projects, development services, and public works infrastructure; prepares and/or participates in the preparation and review of preliminary and final engineering plans, cost estimates, cost analysis studies, specifications, and schedules; performs complex engineering mathematical calculations including hydraulics, mechanical, and structural calculations; quality controls the engineering designs performed by consulting engineers for the City; performs plan checks of development plans and plans submitted by private developers; provides technical support to management in assigned engineering program area; acts as project manager for public works construction projects; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives direction from assigned supervisory or management personnel. Exercises technical and functional direction over and provides training to lower-level staff.

CLASS CHARACTERISTICS

This is the fully qualified journey level classification and is responsible for independently providing professional support to the City's civil engineering programs. Positions at this level exercise judgment and initiative in their assigned tasks, receive only occasional instruction or assistance as new or unusual situations arise, and are fully aware of the operating procedures and policies of the work unit.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Performs responsible and demanding engineering and project management work in Public Works; performs a variety of administrative engineering functions.
- Prepares plans and specifications for the design, construction, and maintenance/operation of a variety of public works facilities and projects, including street, storm drain, storm water management, and traffic/transportation systems; ensures conformance to federal, state, and local legal requirements and professional engineering design practices.
- Prepares and/or participates in the preparation and review of preliminary and final engineering plans, cost estimates, cost analysis studies, specifications, and schedules for public works projects; plans include, but are not limited to, demolition, grading, street improvement, storm drains, traffic control, erosion control, and irrigation.
- Plans, coordinates, and supervises the environmental review, plan checking, and conditional approval of tentative maps, and related street improvement plans for various private development projects.
- Researches project design requirements and performs related calculations; prepares time and material cost estimates, especially as related to existing or anticipated project budgets; assists in the preparation of department annual budget estimates.

- Prepares and administers contracts for engineering services; determines scope of projects; prepares requests for proposals; conducts pre-bid and pre-construction conferences; provides input into the selection process; and directs the work of contracted service providers.
- Serves as project manager on assigned engineering and construction projects; analyzes and resolves design and engineering issues; settles disputes and issues with inspectors, engineers, and contractors; conducts negotiations for change orders; prepares contract modifications for change orders; coordinates relocation/adjustments of existing utilities for projects.
- Coordinates public works construction improvements with utility companies and other agencies including relocation, removal, and/or installation of utility improvements.
- Performs a variety of engineering calculations on assigned projects.
- Oversees inspections of civil infrastructure such as roads, water, sewer, and storm drains, subdivisions, and grading; may direct and coordinate the work of inspection personnel.
- Reviews subdivision and improvement plans, parcel maps, road and grading plans, and related maps and specifications for accuracy and conformance to established engineering practices and mandated regulations.
- Meets with contractors, engineers, developers, architects, a variety of outside agencies, and the general public in acquiring information and coordinating engineering matters; provides information regarding City capital project requirements.
- Provides information to the public and resolves questions and complaints regarding the interpretation and application of relevant codes, rules, and regulations relating to traffic and construction.
- Observes and complies with City and mandated safety rules, regulations, and protocols.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Principles and practices of civil engineering as applied to public works methods, materials, and techniques used in the construction of complex public works projects including water, storm water, street, and traffic systems design.
- Methods and techniques of conducting comprehensive inspections on infrastructure projects.
- Principles and practices of capital improvement program budgeting, cost estimation, funding, project management, and contract administration.
- Principles and practices of project management.
- Applicable federal, state, and local laws, regulatory codes, and procedures relevant to assigned area of responsibility.
- Principles and practices of environmental impact assessment and related regulatory processes for assigned projects.
- Contract management practices in a public agency setting.
- Practices of researching engineering and design issues, evaluating alternatives, making sound recommendations, and preparing and presenting effective staff reports.
- Principles of advanced mathematics and their application to engineering work.
- General principles of risk management related to engineering project design and construction.
- City and mandated safety rules, regulations, and protocols.
- Drafting and mapping principles and techniques.
- Recent and on-going developments, current literature, and sources of information related to the engineering, development, and construction fields.
- Record keeping principles and procedures.
- City and mandated safety rules, regulations, and protocols.
- Techniques for effectively representing the City in contacts with governmental agencies, community groups, and various business, professional, regulatory, and legislative organizations.

- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.

Ability to:

- Perform a variety of professional engineering duties in support of the City's capital improvement projects.
- Prepare complex engineering computations and check, design, and oversee the preparation of various engineering plans and reports.
- Utilize advanced engineering techniques to determine grade, drainage, and potential traffic requirements.
- Prepare accurate estimates of costs, schedules, personnel resources, and perform other similar activities related to project management.
- Perform project management responsibilities.
- Gather, analyze, and interpret a variety of complex technical data.
- Plan, coordinate, and supervise the environmental review, plan checking, and conditional approval of tentative maps, and related street improvement plans for various private development projects.
- Prepare specifications, reports, correspondence, plans, plats, petitions, diagrams, profiles and cross sections, and material and cost estimates, utility, and drainage improvements.
- Read and interpret maps, plans, sketches, schematics, diagrams, and blueprints.
- Serve as project manager on engineering and construction projects.
- Establish and maintain a variety of filing, record keeping, and tracking systems; make and keep accurate construction project files and logs, including funding sources and budgeting.
- Coordinate public works construction improvements with the utility companies and other agencies such as relocation, removal, or installation of utility improvements.
- Manage capital improvement projects from the planning through the construction phases including compliance with project specifications, quality, timeline, and budget.
- Oversee and coordinate the work of contracted service providers.
- Oversee and/or conduct comprehensive construction project inspections.
- Analyze, interpret, summarize, and present administrative and technical information and data in an effective manner.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Conduct complex research projects, evaluate alternatives, make sound recommendations, and prepare effective technical staff reports.
- Effectively represent the department and the City in meetings with governmental agencies, community groups, and various businesses, professional, and regulatory organizations and in meetings with individuals.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:
Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Education:
Equivalent to a bachelor's degree from an accredited college or university with major coursework in civil engineering or related field.

Experience:
Three (3) years of increasingly responsible professional civil engineering program experience.

Licenses and Certifications:

- Possession of a valid Certificate of Registration as a Civil Engineer in the State of California.
- Possession of a valid California Driver's License to be maintained throughout employment.

PHYSICAL DEMANDS

When working within an office environment, must possess mobility to work in a standard office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone; ability to stand and walk between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information.

When working in the field environment, must possess mobility to work in changing site conditions; possess the strength, stamina, and mobility to perform light to medium physical work; to sit, stand, and walk on level, uneven, or slippery surfaces; to reach, twist, turn, kneel, and bend, to climb and descend ladders; and to operate a motor vehicle and visit various sites; vision to inspect site conditions and work in progress. The job involves fieldwork requiring frequent walking in operational areas to identify problems or hazards, with exposure to hazardous materials in some site locations. Employees must possess the ability to lift, carry, push, and pull materials and objects averaging a weight of 40 pounds.

ENVIRONMENTAL CONDITIONS

Employees work primarily in an office environment with moderate noise levels and controlled temperature conditions, and periodically work in a field environment where they are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset staff and/or public and private representatives and contractors in interpreting and enforcing departmental policies and procedures.

FEBRUARY 2020
FLSA: NON-EXEMPT

CUSTODY OFFICER

DEFINITION

Under general supervision, enforces and ensures the safety and well-being of detainees and arrestees until their release; processes the admission and release of persons in custody including preparing booking reports and release forms, fingerprinting, photographing and safeguarding property entrusted to their care; transports arrestees to outside facilities and/or hospitals; assists other police department personnel in a variety of duties; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from assigned supervisory or management personnel. Exercises no direct supervision over staff.

CLASS CHARACTERISTICS

This journey level classification is responsible for independently performing police custody duties in support of the Police Department custody facilities. Positions at this level exercise judgment and initiative in their assigned tasks, receive only occasional instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies of the work unit. This class is distinguished from the Jail Supervisor in that the latter is the full supervisory-level class in the series responsible for organizing, assigning, supervising, and reviewing the work of assigned staff involved in jail operations.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Receives, searches and processes prisoners; books, photographs, fingerprints, and houses inmates.
- Assumes responsibility for the welfare and safety of all detainees within the City jail facility; performs security, safety, and health checks of persons and facilities.
- Inventories, books, stores, and releases property to owners.
- Checks records for warrant, prior criminal history and confirmation of identity.
- Maintains logs and records related to inmates in custody and related jail activities.
- Issues food, supplies, provide showers, reading material and board games to inmates.
- Assigns inmates Personal Identification Numbers and assists with making phone calls using the jail phone system.
- Transports inmates from field locations to the city jail and from the jail to other detention facilities.
- Transports inmates to medical centers and supervises them while they obtain medical treatment.
- Reviews inmate release paperwork for thoroughness and accuracy; releases inmates and property.
- Establishes bail based on the bail schedule; relays bail information to public and bail bondsmen; accepts bail money, bail bonds and completes proper paperwork.
- Assists Officers in collecting evidence including witnessing blood draws, performing breath tests, taking photos, capturing video/audio, use of Gun Shot Residue (GSR) kits, collection of clothing/other items, etc.

- Maintains Department of Justice issued Portable Evidential Breath Testing (PEBT) equipment.
- Prevents and controls jail disturbances; documents incidents, or crimes, that occur in the jail by writing police reports; testifies in court when necessary.
- Prepares and serves food to inmates.
- Oversees maintenance and cleanliness of jail.
- Observes and complies with City and mandated safety rules, regulations and protocols.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Principles, practices, methods, and techniques of law enforcement agencies.
- Principles and practices of prisoner supervision and control. Security considerations and measures in a jail environment.
- Principles, practices, methods, and techniques of the City's prisoner custody program from booking to release.
- City geography, maps, streets, landmarks, and driving directions.
- Applicable Federal, State, and local laws, regulatory codes, ordinances, and procedures relevant to assigned area of responsibility.
- Principles and procedures of record keeping.
- Principles and practices of data collection and report preparation.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.

Ability to:

- Enforce laws, rules and regulations in the detainment of arrestees and inmates.
- Gain compliance from and restrain individuals consistent with departmental policies and procedures.
- Search arrestees held in custody to identify contraband and possible dangerous items.
- Assist officers in preparing prisoners for court appearances and transporting and releasing prisoners to the custody of the court.
- Understand and follow oral and written instructions.
- Read and interpret maps and other pertinent documentation.
- Interpret, apply and explain policies, procedures, regulations, ordinances, codes, and regulations.
- Assess situations while remaining calm and using sound, independent judgment.
- Maintain accurate logs, records, and written records of work performed.
- Compile and summarize information and data to prepare accurate, clear, and concise reports.
- Organize own work, set priorities, and meet critical deadlines.
- Safely and effectively use and operate specialized equipment required for the work.
- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:
Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Education:
Equivalent to completion of the twelfth (12th) grade.

Experience:
One (1) year of experience providing support to a public safety program; program areas may include, but are not limited to, administration, traffic enforcement, security or a related field.

Licenses and Certifications:

- Possession of a valid California Driver's License to be maintained throughout employment.
- Completion of PC 832 Certification or Standards and Training for Corrections (STC) Jailer Certification preferred.
- Successful completion the State of California Correction Officer Core course.

PHYSICAL DEMANDS

Must maintain physical standards, including mobility, as determined by the City; strength, stamina, and mobility to perform light to heavy physical work within a jail environment and standard office setting, and to operate a motor vehicle to transport prisoners; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone or radio. The job involves frequent walking through the jail facility. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate tools and equipment. Positions in this classification bend, stoop, kneel, reach, and climb to perform work within the jail facility. Employees must possess the ability to lift, carry, push, and pull materials and objects with weight limits as determined by the City.

ENVIRONMENTAL CONDITIONS

Employees work in an indoor jail facility; when assigned to tasks outside the facility, employees are exposed to loud noise levels, cold and hot temperatures, an inclement weather conditions, Employees frequently act with prisoners in confined locations, and often in a hostile environment. Employees may interact with upset staff and/or public and private representatives, and contractors in interpreting and enforcing departmental policies and procedures.

The principal duties of this class are performed in a police station environment with exposure to criminal offenders, mentally ill individuals, and persons potentially infected with communicable diseases.

FEBRUARY 2020
FLSA: NON-EXEMPT

CUSTODY SUPERVISOR

DEFINITION

Under general direction, plans, schedules, assigns, reviews and supervises the work of non-sworn staff performing prisoner custody duties within the Police Department Jail; plans and coordinates a comprehensive city jail including maintaining prisoner custody facilities; processes and supervises the health, safety and welfare, and transport of persons in custody; provides complex staff assistance to management staff in areas of expertise; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from the assigned supervisory or management personnel. Exercises direct supervision over jail staff.

CLASS CHARACTERISTICS

This is the full supervisory-level class in the custody officer series that exercises independent judgment on diverse and specialized jail activities with accountability and ongoing decision-making responsibilities associated with the work. Incumbents are responsible for planning, organizing, supervising, reviewing, and evaluating the work of staff and for providing technical support to management in a variety of areas. Performance of the work requires the use of independence, initiative, and discretion within established guidelines.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Plans, organizes, assigns, supervises, and reviews the work of jail staff in the police department; trains staff in work procedures; evaluates employee performance, counsels employees, and effectively recommends initial disciplinary action; assists in selection and promotion.
- Participates in the development of goals, objectives, policies and procedures for assigned services and programs; recommends and implements policies and procedures including standard operating procedures for assigned operations.
- Monitors activities of the jail work unit; identifies opportunities for improving service delivery and procedures; provides recommendations concerning process changes; reviews with appropriate management staff; implements improvements.
- Coordinates assigned services and operations with those of other divisions and outside agencies.
- Answers questions and provides information to the public; investigates and responds to complaints and inquiries from citizens, other departments, and agencies; recommends corrective actions to resolve issues.
- Coordinates annual fire, county, and state inspections.
- Coordinates the day-to-day operations of the jail's Pay-to-Stay inmate population, including ensuring meals are prepared and provided, dispensing medication, conducting safety and security checks on inmates, overseeing cleaning details within the jail facility, documenting daily operations in facility logbook, and conducting visual strip searches of incoming inmates.

- Maintains files, databases, and records related to inmate bookings; prepares a variety of written reports, memoranda, and correspondence.
- Ensures staff compliance with all City and mandated safety rules, regulations, and protocols.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Principles and practices of employee supervision, including work planning, assignment, review and evaluation, discipline, and the training of staff in work procedures.
- Principles and practices of leadership.
- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.
- Principles, practices, methods, and techniques of law enforcement agencies.
- Security considerations and measures in a jail environment.
- Principles and practices of prisoner supervision and control.
- Principles, practices, methods, and techniques of the City's prisoner custody program from booking to release. City and County geography, maps, streets, and landmarks.
- Applicable federal, state, and local laws, rules, regulations, and procedures relevant to assigned areas of responsibility.
- Principles and procedures of record keeping.
- City and mandated safety rules, regulations, and protocols.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.

Ability to:

- Assist in developing and implementing goals, objectives, practices, policies, procedures, and work standards.
- Select and supervise staff, provide training and development opportunities, ensure work is performed effectively, and evaluate performance in an objective and positive manner.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Identify problems, research and analyze relevant information, and develop and present recommendations and justification for solutions.
- Perform the most complex police custody and jail duties.
- Research, analyze, and evaluate new service delivery methods, procedures, and techniques.
- Enforce laws, rules and regulations in the detainment of arrestees and inmates.
- Gain compliance from and restrain individuals consistent with departmental policies and procedures.
- Search arrestees held in custody to identify contraband and possible dangerous items.
- Assist officers in preparing prisoners for court appearances and transporting and releasing prisoners to the custody of the court.
- Respond to complaints or inquiries from citizens, staff, and outside organizations.
- Prepare clear, effective, and accurate reports, correspondence, and other written materials.
- Maintain accurate logs, records, and written records of work performed.

- Organize and prioritize a variety of projects and multiple tasks in an effective and timely manner; organize own work, set priorities, and meet critical time deadlines.
- Use tact, initiative, prudence, and independent judgment within general policy and procedural guidelines.
- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:
Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Education:
Equivalent to completion of the twelfth (12th) grade.

Experience:
Four (4) years of increasingly responsible police jailer experience. One (1) year of experience in a lead capacity is preferred.

Licenses and Certifications:

- Possession of a valid California Driver's License to be maintained throughout employment.
- Completion of PC 832 Certification or Standards and Training for Corrections (STC) Jailer Certification desired.
- Successful completion the State of California Correction Officer Core course.

PHYSICAL DEMANDS

Must maintain physical standards, including mobility, as determined by the City; strength, stamina, and mobility to perform light to heavy physical work within a jail environment and standard office setting, and to operate a motor vehicle to transport prisoners; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone or radio. The job involves frequent walking through the jail facility. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate tools and equipment. Positions in this classification bend, stoop, kneel, reach, and climb to perform work within the jail facility. Employees must possess the ability to lift, carry, push, and pull materials and objects with weight limits as determined by the City.

ENVIRONMENTAL CONDITIONS

Employees work in an indoor jail facility; when assigned to tasks outside the facility, employees are exposed to loud noise levels, cold and hot temperatures, and inclement weather conditions. Employees frequently interact with prisoners in confined locations, and often in a hostile environment. Employees may interact with upset staff and/or public and private representatives, and contractors in interpreting and enforcing departmental policies and procedures.

The principal duties of this class are performed in a police station environment with exposure to criminal offenders, mentally ill individuals, and persons potentially infected with communicable diseases.

FEBRUARY 2020
FLSA: EXEMPT

DEPUTY DIRECTOR OF COMMUNITY AND ECONOMIC DEVELOPMENT

DEFINITION

Under administrative direction, assists the Director of Community and Economic Development with planning, organizing, and managing the activities of the Community and Economic Development Department including planning, economic development, housing, code enforcement, animal control, and building and safety functions; provides high-level administrative and operational oversight of day-to-day activities including the implementation and administration of departmental policies, goals, and directives; coordinates assigned activities with other City departments, officials, outside agencies, and the public; fosters cooperative working relationships among City departments and with intergovernmental, regulatory agencies, and various public and private groups; provides highly responsible and complex professional assistance to the Director of Community and Economic Development in areas of expertise; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives administrative direction from the Director of Community and Economic Development. Exercises direct supervision over management, supervisory, professional, technical, and administrative support staff through subordinate levels of supervision.

CLASS CHARACTERISTICS

This is a deputy department director classification that oversees, directs, and participates in all activities of the Community and Economic Development Department, including short- and long-term planning as well as development and administration of departmental policies, procedures, and services. This class provides assistance to the Director of Community and Economic Development in a variety of administrative, coordinative, analytical, and liaison capacities. Successful performance of the work requires knowledge of public policy, City functions, and activities, including the role of the City Council, and the ability to develop, oversee, and implement projects and programs in a variety of areas. Responsibilities include coordinating the activities of the department with those of other departments and outside agencies, and managing and overseeing the complex and varied functions of the department. The incumbent is accountable for accomplishing departmental planning and operational goals and objectives, and for furthering City goals and objectives within general policy guidelines. This class is distinguished from the Director of Community and Economic Development in that the latter has overall management responsibility for all community and economic development programs, functions, and activities, and for developing, implementing, and interpreting public policy.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Assumes management responsibility for all Community and Economic Development Department programs, services, and activities including the planning, economic development, housing, code enforcement, animal control, and building and safety functions.

- Manages and participates in the implementation of goals, objectives, policies, procedures, and work standards for the department; establishes, within City policy, appropriate budget, service, and staffing levels.
- Manages and participates in the development and administration of the department's budget; directs the forecast of additional funds needed for staffing, equipment, and supplies; directs the monitoring of and approves expenditures; directs and implements budgetary adjustments as necessary.
- Selects, trains, motivates, and evaluates assigned personnel; provides or coordinates staff training; works with employees on performance issues; responds to staff questions and concerns; makes discipline recommendations to the Director of Community and Economic Development.
- Develops and standardizes procedures and methods to improve and continuously monitor the efficiency and effectiveness of assigned programs, service delivery methods, and procedures; assesses and monitors workload, administrative, and support systems, and internal reporting relationships; identifies opportunities and makes recommendations for improvement.
- Contributes to the overall quality of the department's service by developing, reviewing, and implementing policies and procedures to meet legal requirements and City needs; continuously monitors and evaluates the efficiency and effectiveness of service delivery methods and procedures; assesses and monitors the distribution of work, support systems and internal reporting relationships; identifies opportunities for improvement; directs the implementation of change.
- Monitors legal, regulatory, technology, and societal changes and court decisions that may affect the work of the department; determines equipment acquisition, training programs, and procedural changes to ensure retention of qualified staff and the provision of services to the community in an effective, efficient, and economical manner.
- Creates and updates long-range planning documents such as the City's General Plan and other assigned plans; prepares modifications to General Plan Elements, the Zoning Code, and other applicable ordinances and policies.
- Oversees the development of consultant requests for proposals for professional services and the advertising and bid processes; evaluates proposals and recommends project award; coordinates with legal counsel to determine City needs and requirements for contractual services; negotiates contracts and agreements and administers same after award.
- Recruits and provides services to businesses and those who wish to develop in the City with relocation.
- Serves as a technical advisor to the Planning Commission, City Council, and City staff; prepares and coordinates reports and presentations; ensures timely action on City Council and Planning Commission matters; makes recommendations to the City Council and Planning Commission on planning issues.
- Oversees the Planning Commission and functions as the liaison with the City Manager's Office concerning development issues.
- Plans, directs, and coordinates the activities of the City's Planning Commission; coordinates with other City departments; maintains significant contact with developers and assures development projects benefit the City.
- Assists the Director of Community and Economic Development with the research, planning, and implementation efforts designed to achieve economic development objectives as set forth by the City Council and City Manager.
- Assists the Director of Community and Economic Development with the formulation of economic development policies and their implementation.
- Meets with internal staff and others including, but not limited to, developers, architects, realtors/brokers, business owners, and landlords to develop new programs or change existing policies to attract and retain new and expanding business.
- Serves as arbitrator/mediator between staff and private sector interests such as developers to ensure equity and avoid costly delays.

- Makes presentations to businesses seeking to relocate or expand in the city.
- Participates in and oversees staff responsible for preparation of grant applications and comprehensive technical, feasibility, and administrative reports and studies.
- Formulates agendas and provides staff support to City Council and commissions; provides policy interpretations and staff support to the board agencies as required.
- Represents the department to other City departments, elected officials, and outside agencies; explains and interprets departmental programs, policies, and activities; negotiates and resolves significant and controversial issues.
- Conducts a variety of departmental organizational and operational studies and investigations; recommends modifications to programs, policies, and procedures as appropriate.
- Participates in and makes presentations to the City Council and a wide variety of committees, boards, and commissions.
- Attends and participates in professional group meetings; stays abreast of new trends and innovations in the fields of planning, economic development, housing, code enforcement, animal control, and building and safety.
- Directs the maintenance of working and official departmental files.
- Prepares, reviews, and presents staff reports, various management and information updates, and reports on special projects as assigned by the Director of Community and Economic Development.
- Responds to complex and sensitive public inquiries and complaints and assists with resolutions and alternative recommendations.
- Serves as a spokesperson for the Department at a variety of community events, meetings, and other public relations activities.
- Ensures staff observes and complies with all City and mandated safety rules, regulations, and protocols.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Administrative principles and practices, including goal setting, program development, implementation, and evaluation, and supervision of staff, either directly or through subordinate levels of supervision.
- Principles and practices of leadership.
- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.
- Principles and practices of strategic plan development.
- Principles and practices of budget administration.
- Principles and practices of contract management.
- General principles of risk management related to the functions of the assigned area.
- Principles, practices, and procedures of public administration in a municipal setting.
- Functions, authority, and responsibilities of an elected City Council.
- City codes, ordinances, standard operating manuals, personnel policies and procedures, and applicable memoranda of understanding.
- Practices, principles, procedures, regulations, and techniques of City planning, zoning, and land use.
- Principles and practices of organization, administration, and personnel management.
- Community involvement methods and practices.
- Methods and techniques of developing technical and administrative reports, and business correspondence.
- Methods and techniques for the development of presentations, contract negotiations, and information distribution; research and reporting methods, techniques, and procedures.

- Applicable Federal, State and local laws, regulatory codes, ordinances and procedures relevant to assigned areas of responsibility.
- Theories, principles, and contents of General Plan, land use, zoning, subdivision, and urban planning regulations, natural resource protection, and environmental laws.
- Principles and techniques of conducting site planning, architectural review, subdivision design, land use, and other analytical studies, evaluating alternatives, and making sound recommendations.
- Technical, legal, financial, and public relations challenges associated with the management of community and economic development programs.
- City and mandated safety rules, regulations, and protocols.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.

Ability to:

- Work with the Director of Community and Economic Development to develop and implement goals, objectives, practices, policies, procedures, and work standards.
- Provide administrative and professional leadership for the department.
- Prepare and administer large and complex budgets; allocate limited resources in a cost-effective manner.
- Interpret, apply, explain, and ensure compliance with federal, state, and local policies, procedures, laws, and regulations.
- Plan, organize, direct, and coordinate the work of management, supervisory, professional, and technical personnel; delegate authority and responsibility.
- Select and supervise staff; provide training and development opportunities; ensure work is performed effectively; and evaluate performance in an objective and positive manner.
- Research, analyze, and evaluate new service delivery methods, procedures, and techniques.
- Effectively administer special projects with contractual agreements and ensure compliance with contractual obligations.
- Conduct effective negotiations and effectively represent the City and the department in meetings with governmental agencies, contractors, vendors, and various businesses, professional, regulatory, and legislative organizations.
- Effectively administer a variety of community development programs and administrative activities.
- Arbitrate/mediate between staff and private sector interests to ensure equity and avoid costly delays.
- Perform and negotiate cost/benefit analyses.
- Plan, analyze, and evaluate programs and services, operational needs, and fiscal constraints.
- Make effective public presentations to elected bodies, business groups, the general public, and City staff.
- Effectively represent the City and the department in meetings with governmental agencies, contractors, vendors, and various businesses, professional, regulatory, and legislative organizations.
- Prepare clear and concise reports, correspondence, policies, procedures, and other written materials.
- Conduct complex research projects, evaluate alternatives, make sound recommendations, and prepare effective technical staff reports.
- Direct the establishment of filing, record-keeping, and tracking systems.
- Organize and prioritize a variety of projects and multiple tasks in an effective and timely manner; organize own work, set priorities, and meet critical time deadlines.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.

- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:
Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Education:
Equivalent to a bachelor's degree from an accredited college or university with major coursework in economics, planning, public administration, or a related field.

Experience:
Six (6) years of increasingly responsible managerial or administrative government experience in economic development, planning, building, housing, code enforcement, or a related field, including three (3) years of management experience.

Licenses and Certifications:

- Possession of a valid California Driver's License to be maintained throughout employment.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; to operate a motor vehicle and visit various City sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. This is primarily a sedentary office classification although standing in work areas and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information.

ENVIRONMENTAL CONDITIONS

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

FEBRUARY 2020
FLSA: EXEMPT

DEPUTY DIRECTOR OF PARKS, RECREATION, AND COMMUNITY SERVICES

DEFINITION

Under general direction, plans, organizes, oversees, coordinates, and manages the staff and operations of all divisions within the Parks, Recreation, and Community Services Department, including high-level administrative and operational oversight of day-to-day activities within the Department; manages the effective use of resources to improve organizational productivity and customer service; provides complex and responsible support to the Parks, Recreation, and Community Services Director in areas of expertise; serves as Acting Director in the Director's absence; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from the Parks, Recreation, and Community Services Director. Exercises direct supervision over supervisory, professional, technical, and administrative support staff through subordinate levels of supervision.

CLASS CHARACTERISTICS

This is a management classification responsible for planning, organizing, and managing the staff, operations and activities of all divisions within the Parks, Recreation, and Community Services Department. Incumbents are responsible for performing diverse, specialized, and complex work involving significant accountability and decision-making responsibilities, which include department budget administration, program evaluation, and recommendation and implementation of policies, procedures, goals, objectives, priorities, and standards related to parks, recreation, and community services programs and functions. Incumbents serve as a professional-level resource for organizational, managerial, and operational analyses and studies. Performance of the work requires the use of considerable independence, initiative, and discretion within broad guidelines.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Plans, manages, and oversees the daily functions, operations, and activities of all divisions within the Parks, Recreation, and Community Services Department, including maintenance, recreation, and community services functions.
- Participates in the development and implementation of goals, objectives, policies, and priorities for the department; recommends within department policy, appropriate service and staffing levels; recommends and administers policies and procedures.
- Participates in the development, administration, and oversight of department budget; determines funding needed for staffing, equipment, materials, and supplies; ensures compliance with budgeted funding.
- Develops and standardizes procedures and methods to improve and continuously monitor the efficiency and effectiveness of assigned programs, service delivery methods, and procedures;

assesses and monitors workload, administrative, and support systems, and internal reporting relationships; identifies opportunities and makes recommendations for improvement.

- Participates in the selection of, trains, motivates, and evaluates assigned personnel; works with employees to correct deficiencies; recommends and implements discipline and termination procedures.
- Develops and manages requests for proposals for professional and/or contracted services; prepares scope of work and any technical specifications; evaluates proposals and recommends award; negotiates contracts; administers contracts to ensure compliance with City specifications and service quality.
- Manages work related to developing, monitoring, and coordinating the maintenance, repair, and development of City parks, and related buildings and facilities including the Aquatics Division; oversees the City's parks.
- Assists in the managing of a variety of contracts including landscape, custodial, electrical, mechanical, and plumbing; ensures work complies with specifications.
- Coordinates, reviews, and participates in a variety of project activities; researches, compiles, reviews, and analyzes data for special projects, as well as ensures projects progress on schedule and within prescribed budget and required City guidelines.
- Conducts or oversees research and preparation of schedules and projections for future landscape, parks, and facility needs.
- Recommends modifications to financial programs, policies, and procedures as appropriate.
- Serves as the Acting Director in the Director's absence; makes decisions and provides information as necessary in the Director's absence.
- Prepares and presents staff and agenda reports and other necessary correspondence related to assigned activities and services; presents reports to various commissions, committees, and boards.
- Conducts a variety of organizational and operational studies and investigations; recommends modifications to assigned programs, policies, and procedures, as appropriate.
- Serves as a liaison for assigned functions with other City departments, divisions and outside agencies; provides staff support to commissions, committees and task forces as necessary.
- Monitors changes in regulations and technology that may affect operations; implements policy and procedural changes after approval.
- Receives, investigates, and responds to difficult and sensitive problems and complaints in a professional manner; identifies and reports findings and takes necessary corrective action.
- Directs the establishment and maintenance of working and official department files.
- Ensures staff compliance with City and mandated safety rules, regulations, and protocols.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Administrative principles and practices, including goal setting, program development, implementation and evaluation, and project management.
- Principles and practices of budget development and administration.
- Principles and practices of employee supervision, including work planning, assignment, review and evaluation, and the training of staff in work procedures.
- Principles and practices of leadership.
- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.
- Applicable federal, state, and local laws, regulatory codes, ordinances, and procedures relevant to assigned areas of responsibility.

- Organization and management practices as applied to the development, analysis, and evaluation of programs, policies, and operational needs of the assigned area of responsibility.
- Principles and practices of contract administration and management.
- Operational characteristics, services, and activities of a comprehensive municipal parks, recreation, and community services program, including aquatics facilities and programs.
- Grant administration and implementation.
- Modern and complex principles, practices and techniques of, parks, and arts, recreation, and leisure services activity administration organization and operation.
- Principles and practices of parks, and facilities operations and maintenance.
- City personnel policies and practices.
- Safety practices and procedures for park programs and operations, including occupational hazards and standard safety procedures; general principles of risk management related to the functions of the assigned area.
- Techniques for effectively representing the City in contacts with governmental agencies, community groups, and various business, professional, educational, regulatory, and legislative organizations.
- Recent and on-going developments, current literature, and sources of information related to the operations of the assigned department.
- Methods and techniques of preparing technical and administrative reports, and general business correspondence.
- City and mandated safety rules, regulations, and protocols.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.

Ability to:

- Plan, organize, oversee, and manage the staff and operations of all divisions within the Parks, Recreation, and Community Services Department.
- Develop and implement goals, objectives, practices, policies, procedures, and work standards.
- Prepare and administer large and complex budgets; allocate limited resources in a cost-effective manner.
- Provide administrative, management, and professional leadership for the department.
- Select and supervise staff, provide training and development opportunities, ensure work is performed effectively, and evaluate performance in an objective and positive manner.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Evaluate and develop improvements in operations, procedures, policies, or methods.
- Analyze, develop, and set rates for a variety of fee schedules.
- Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals.
- Oversee and participate in the management of comprehensive parks, recreation, and community services administration.
- Prepare clear and concise reports, correspondence, policies, procedures, and other written materials.
- Research, analyze, and evaluate new service delivery methods and techniques.
- Analyze, interpret, summarize, and present technical information and data in an effective manner.
- Conduct complex research projects, evaluate alternatives, make sound recommendations, and prepare effective technical staff reports.

- Effectively represent all divisions within the Department and the City in meetings with governmental agencies, community groups, and various businesses, professional, and regulatory organizations, and in meetings with individuals.
- Direct the establishment and maintenance of a variety of filing, record-keeping, and tracking systems.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:
Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Education:
Equivalent to a bachelor's degree from an accredited college or university with major coursework in public administration, business administration, parks and recreation administration, or a related field.

Experience:
Six (6) years of increasingly responsible parks, recreation, and community services administrative and/or operational experience, including three (3) years of management responsibility.

Licenses and Certifications:

- Possession of a valid California Driver's License to be maintained throughout employment.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; to operate a motor vehicle and visit various City sites; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. This is primarily a sedentary office classification although standing in work areas and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information.

ENVIRONMENTAL CONDITIONS

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

FEBRUARY 2020
FLSA: NON-EXEMPT

EQUIPMENT MAINTENANCE TECHNICIAN

DEFINITION

Under general supervision, performs a variety of semi-skilled mechanical maintenance and repair work related to City police vehicles and equipment; maintains a variety of records involved in fleet operations, including inventories and the procurement and distribution of parts and supplies; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from assigned management and supervisory staff. Exercises no direct supervision over staff.

CLASS CHARACTERISTICS

This journey level classification is responsible for performing preventive maintenance, troubleshooting, service, and repair activities on a wide range of police vehicles and equipment to ensure that all vehicles and equipment are maintained in a safe and effective working condition and provide the highest level of safety for City use. Positions at this level exercise judgment and initiative in their assigned tasks, receive only occasional instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies of the work unit.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Keeps equipment available for use by inspecting and testing vehicles; completing preventive maintenance such as, engine tune-ups, oil changes, tire rotation and changes, wheel balancing, replacing filters.
- Maintains vehicle functional condition by listening to operator complaints; conducting inspections; repairing engine failures; repairing mechanical and electrical systems malfunctions; replacing parts and components; repairing body damage.
- Inspects, diagnoses, and locates mechanical difficulties on a diverse range of police vehicles and equipment.
- Tests and repairs starters, alternators, and generators; recharges or replaces batteries; diagnoses and makes minor repairs on air conditioning systems and equipment.
- Performs preventative maintenance such as oil changes, tune-ups, lubes, tire rotations, engine and radiator flushes, and filter replacements on City vehicles and equipment.
- Performs minor services and repairs on vehicles and equipment as assigned; maintains records of all work performed.
- Performs minor replacement of parts such as light bulbs, fuses, lenses, and wiper blades.
- Performs safety and preventive maintenance tasks on vehicles, equipment, and machinery.
- Reads and interprets technical manuals and blueprints to facilitate installation, servicing, repair, and replacement services and activities.
- Inspects faulty parts returned by mechanics against part warranty limits; prepares warranty claims.

- Receives, reviews, and processes various reports and records, including preventive maintenance list, fuel monitor printout, billing invoices, vehicle lists, fuel logs, purchase orders, warehouse requisitions, and annual inventory variance report.
- Orders parts, materials, and supplies used in the repair of motor vehicles and equipment.
- Conducts physical inventories on parts, materials, and supplies and maintains and tracks inventory records on a computer database.
- Maintains parts inventory levels, including purchase of special-order supplies.
- Verifies vehicle serviceability by conducting test drives and repairing concerns as needed.
- Complies with requirements by testing engine, safety, and smog control standards.
- Maintains vehicle appearance by cleaning, washing, and painting.
- Maintains vehicle records by recording service and repairs.
- Keeps shop equipment operating by following operating instructions; troubleshooting breakdowns; maintaining supplies; performing preventive maintenance; calling for repairs.
- Maintain costs by using warranty; evaluating service and parts options.
- Observes safe work methods and makes appropriate use of related safety equipment as required.
- Maintains public facilities, shop and garage areas, storage sites, and other work areas in a clean and orderly condition, including securing equipment and tools at the close of the workday.
- Maintains accurate manual and computerized logs and records of work performed and materials and equipment used; prepares reports as required.
- Observes and complies with City and mandated safety rules, regulations and protocols.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Principles, practices, equipment, materials, and tools used in maintenance and repair of automobiles and vehicles.
- Operating principles of gasoline, diesel and natural gas engines.
- Operational characteristics of electrical and electronic equipment used in modern vehicles and equipment.
- Methods and techniques of using diagnostic equipment to evaluate maintenance needs in a diverse range of police vehicles and equipment.
- Methods, materials, equipment and tools used in routine welding and fabrication work.
- Occupational hazards and safety equipment and practices related to the work.
- City and mandated safety rules, regulations and protocols.
- Basic principles and procedures of record-keeping and reporting.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.

Ability to:

- Troubleshoot and determine appropriate action in the maintenance and repair of police vehicles and equipment.
- Inspect, locate, correct and/or adjust malfunctions or defects in complex repairs needed for vehicle systems.
- Use a diverse range of diagnostic tools to identify maintenance needs.
- Perform servicing and maintenance on police vehicles and equipment.

- Maintain accurate logs, records, and basic written records of work performed.
- Understand and follow oral and written instructions.
- Follow department policies and procedures related to assigned duties.
- Read, interpret and apply a wide variety of technical information from manuals, drawings, specifications, layouts, blueprints and schematics.
- Operate a variety of police vehicles and equipment in a safe and effective manner.
- Safely and effectively use and operate hand tools, mechanical equipment, power tools and lighting.
- Maintain tools and equipment in a clean working condition providing for proper security.
- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:
Any combination of training and experience that would provide the required knowledge, skills and abilities is qualifying. A typical way to obtain the required qualifications would be:

Education:
Equivalent to completion of the twelfth (12th) grade.

Experience:
Three (3) years of experience in the maintenance and repair of a diverse range of police vehicles and equipment.

Licenses and Certifications:

- Possession of a valid California Driver's License to be maintained throughout employment.

PHYSICAL DEMANDS

Must possess mobility to work in and around a standard vehicle repair shop setting; strength, stamina, and mobility to perform light to medium physical work; to sit, stand, and walk on level, uneven, or slippery surfaces; frequently reach, twist, turn, kneel, bend, stoop, squat, crouch, grasp and make repetitive hand movement in the performance of daily duties; to climb and descend ladders, to operate varied hand and power tools and equipment, and to operate a motor vehicle and visit various City sites; and vision to inspect and operate equipment. The job involves fieldwork requiring frequent walking in operational areas to identify problems or hazards. Finger dexterity is needed to operate and repair tools and equipment. Employees must possess the ability to lift, carry, push, and pull materials and objects averaging a weight of 50 pounds or heavier weights of up to 100 on a frequent/occasional basis, in all cases with the use of proper equipment and/or assistance from other staff.

City to confirm - Employees must wear and use the proper Personal Protective Equipment (PPE).

ENVIRONMENTAL CONDITIONS

Employees primarily work in a centralized maintenance shop and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, hazardous physical substances and fumes, dust and air contaminants. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

FEBRUARY 2020
FLSA: EXEMPT

HOUSING MANAGER

DEFINITION

Under general direction, plans, organizes, oversees, coordinates, and manages the staff and operations of the City's Housing Division; provides housing services and assistance to the community; ensures compliance with federal and state housing regulations; directs the implementation and administration of City-wide policies and programs related to affordable housing development, homelessness, rehabilitation, and rent stabilization; develops and manages complex federal, state, and local funded housing related programs and activities within the City; prepares monthly and annual financial reports and schedules; manages the effective use of division resources to improve organizational productivity and customer service; provides complex and responsible support to the Community and Economic Development Director in areas of expertise; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from the Community and Economic Development Director. Exercises direct supervision over professional, technical, and administrative support staff.

CLASS CHARACTERISTICS

This is a management classification responsible for planning, organizing, and managing the staff, operations, and activities of the Housing Division. Incumbents are responsible for performing diverse, specialized, and complex work involving significant accountability and decision-making responsibilities, which include division budget administration, program evaluation, and recommendation and implementation of policies, procedures, goals, objectives, priorities, and standards related to housing activities. Incumbents serve as a professional-level resource for organizational, managerial, and operational analyses and studies. Performance of the work requires the use of considerable independence, initiative, and discretion within broad guidelines.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Plans, manages, and oversees the daily functions, operations, and activities of the Housing Division including providing housing services and assistance to the community; complying with federal and state housing regulations; and directing the implementation and administration of City-wide policies and programs including, but not limited to, affordable housing development, rehabilitation, and rent stabilization.
- Participates in the development and implementation of goals, objectives, policies, and priorities for the division; recommends within division policy, appropriate service and staffing levels; recommends and administers policies and procedures.
- Participates in the development, administration, and oversight of division budget; determines funding needed for staffing, equipment, materials, and supplies; ensures compliance with budgeted funding.
- Develops and standardizes procedures and methods to improve and continuously monitor the efficiency and effectiveness of assigned programs, service delivery methods, and procedures;

assesses and monitors workload, administrative, and support systems, and internal reporting relationships; identifies opportunities and makes recommendations for improvement.

- Participates in the selection of, trains, motivates, and evaluates assigned personnel; works with employees to correct deficiencies; recommends and implements discipline and termination procedures.
- Develops and manages requests for proposals for professional and/or contracted services; prepares scope of work and any technical specifications; evaluates proposals and recommends award; negotiates contracts; administers contracts to ensure compliance with City specifications and service quality.
- Serves as the City's spokesperson on local housing issues and works with the local HUD Office to administer federally supported housing programs.
- Reviews, coordinates, and complies with monitoring reports for all funding sources from federal, state, and local agencies; coordinates and complies with annual audits from federal, state, and local agencies.
- Develops long-range strategic plans for all housing developments and monitors implementation for affordable housing; develops and/or reviews the 5-year Affordable Housing Plan/Consolidated Plan, General Plan Housing Element and implements goals and other planning documents.
- Develop strategic plans to combat and prevent homelessness in the City.
- Prepares policy guidelines for Housing Authority and City Council approval; formulates guidelines for preparation of plans, reports, and procedures to be implemented by staff.
- Prepares and conducts public/community outreach meetings.
- Analyzes regulations and makes recommendations to management. Negotiates and prepares agreements for housing projects; monitors implementation.
- Prepares and presents staff and agenda reports and other necessary correspondence related to assigned activities and services; presents reports to various commissions, committees, and boards.
- Conducts a variety of organizational and operational studies and investigations; recommends modifications to assigned programs, policies, and procedures, as appropriate.
- Serves as a liaison for assigned functions with other City departments, divisions, and outside agencies; provides staff support to commissions, committees, and task forces as necessary.
- Attends and participates in professional group meetings; stays abreast of new trends and innovations in housing and community development; researches emerging products and enhancements and their applicability to City needs.
- Monitors changes in regulations and technology that may affect operations; implements policy and procedural changes after approval.
- Receives, investigates, and responds to difficult and sensitive problems and complaints in a professional manner; identifies and reports findings and takes necessary corrective action.
- Directs the establishment and maintenance of working and official division files.
- Ensures staff compliance with City and mandated safety rules, regulations, and protocols.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Administrative principles and practices, including goal setting, program development, implementation, evaluation, and project management.
- Principles and practices of budget development and administration.
- Principles and practices of employee supervision, including work planning, assignment, review and evaluation, and the training of staff in work procedures.
- Principles and practices of leadership.
- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.

- Applicable federal, state, and local laws, regulatory codes, ordinances, and procedures relevant to assigned areas of responsibility.
- Organization and management practices as applied to the development, analysis, and evaluation of programs, policies, and operational needs of the assigned area of responsibility.
- Community social and economic demographics.
- Principles and practices of contract administration and management.
- Underwriting and subsidy layering for affordable housing and homebuyer programs.
- General construction for housing rehabilitation programs.
- Property management and monitoring practices.
- Principles, and practices of governmental local land use entitlement process related to housing development.
- Techniques for effectively representing the City in contacts with governmental agencies, community groups, and various business, professional, educational, regulatory, and legislative organizations.
- Recent and on-going developments, current literature, and sources of information related to the operations of the Housing Division.
- Methods and techniques of preparing technical and administrative reports, and general business correspondence.
- City and mandated safety rules, regulations, and protocols.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.

Ability to:

- Plan, organize, oversee, and manage the staff and operations of the Housing Division.
- Develop and implement goals, objectives, practices, policies, procedures, and work standards.
- Prepare and administer large and complex budgets; allocate limited resources in a cost-effective manner.
- Provide administrative, management, and professional leadership for the division.
- Select and supervise staff, provide training and development opportunities, ensure work is performed effectively, and evaluate performance in an objective and positive manner.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Evaluate and develop improvements in operations, procedures, policies, or methods.
- Analyze and evaluate real estate financial feasibility studies, proformas, and deal structures.
- Prepare and make presentations to management, City Council and community groups; present ideas and concepts effectively and persuasively in speaking before groups.
- Prepare for and respond to housing audits.
- Plan, develop, manage, and promote complex housing and neighborhood revitalization programs and projects of the highest quality.
- Work with business professionals in the private sector, including but not limited to real estate brokers, developers, and lenders, to achieve housing goals and objectives.
- Supervise real estate transactions including, but not limited to, property evaluation and due-diligence, contracts and agreements, coordination with title, escrow, loan structuring, leasing, and property management.
- Prepare clear and concise reports, correspondence, policies, procedures, and other written materials.
- Research, analyze, and evaluate new service delivery methods, procedures, and techniques.
- Analyze, interpret, summarize, and present technical information and data in an effective manner.

- Conduct complex research projects, evaluate alternatives, make sound recommendations, and prepare effective technical staff reports.
- Effectively represent the division and the City in meetings with governmental agencies, community groups, and various businesses, professional, and regulatory organizations, and in meetings with individuals.
- Direct the establishment and maintenance of a variety of filing, record-keeping, and tracking systems.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:
Any combination of training and experience that would provide the required knowledge, skills and abilities is qualifying. A typical way to obtain the required qualifications would be:

Education:
Equivalent to a bachelor's degree from an accredited college or university with major coursework in public or business administration, finance, economics, or a related field.

Experience:
Six (6) years of increasingly responsible experience in housing, urban planning, real estate sales, real estate lending, real estate development, or related fields, including three (3) years of supervisory experience.

Licenses and Certifications:

- Possession of a valid California Driver's License to be maintained throughout employment.
- Possession of, or ability to obtain, a HOME Investment Partnerships Program Certificate.

PHYSICAL DEMANDS

When assigned to an office environment, must possess mobility to work in a standard office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone; ability to stand and walk between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information.

ENVIRONMENTAL CONDITIONS

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

FEBRUARY 2020
FLSA: NON-EXEMPT

LIFEGUARD

DEFINITION

Under general supervision, provides aquatic safety and supervision for patrons; monitors activities in the pool and City aquatic facilities in order to ensure the safety and well-being of patrons; explains and enforces swimming programs and pool policies, regulations, and rules; performs rescues and administers first aid as necessary; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from assigned supervisory or management personnel. Exercises no direct supervision over staff.

CLASS CHARACTERISTICS

This classification is responsible for attentively observing swimmers and soliciting the general public's compliance with pool policies and safety guidelines. Incumbents perform the full range of duties as assigned, working independently, and exercising judgment and initiative. Positions receive only occasional instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies of the work unit.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Provides aquatic safety and supervision for patrons; monitors activities in the pool and facilities to avoid and prevent accidents, and to ensure the safety and well-being of patrons; promotes public safety at all times.
- Acts as lifeguard during pool hours and at all events held at the pool.
- Implements and enforces City policies, rules, and procedures.
- Administers basic first aid and adult and/or child cardiopulmonary resuscitation (CPR) as necessary.
- Assists and aids in swim lesson programs.
- Listens and responds to patrons' needs for assistance or information and provides the public with general information.
- Supervises and cleans restrooms and locker rooms.
- Inspects and maintains swimming and pool equipment for functionality; recommends maintenance and repair as needed.
- Maintains logs and records of activities.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Swimming pool and guest safety and emergency procedures.
- Life-guarding skills and methods.
- Emergency care and assessment; CPR, AED, and first aid practices.
- City rules and regulations with respect to pool and patron safety methods.
- Operational characteristics of water rescue safety equipment and devices.
- Basic maintenance and cleaning practices.
- Occupational hazards and standard safety practices.
- Modern office practices, methods, and computer equipment and applications related to the work.
- English usage, grammar, spelling, vocabulary, and punctuation.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.

Ability to:

- Attentively observe and monitor the safety of swimmers and other guests using aquatic center facilities.
- Exercise professional judgment to act effectively in emergency situations.
- Interpret and implement aquatic center policies and practices.
- Work with children and adults in a recreational setting.
- Assist with swim meets and pool rentals.
- Provide courteous assistance to facility patrons.
- Maintain discipline, order, and safety in a crowded and noisy environment.
- Maintain facilities and equipment in a clean, safe, and secure manner.
- Perform work in an efficient, effective, safe, and timely manner.
- Understand and carry out oral instructions.
- Provide courteous assistance to facility patrons.
- Use English effectively to communicate in person, over the telephone, and in writing.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:
Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Experience:
Equivalent to the completion of the tenth (10th) grade; (1) year of lifeguard experience in a swimming pool or aquatics facility is preferred.

The minimum age for positions in this classification is sixteen (16) years.

Licenses and Certifications:

- Possession of a valid American Red Cross/Lifeguard Training certificate, or equivalent.
- Must be certified in First Aid for Public Safety Personnel (Title 22) within one (1) year of employment.
- Possession of American Red Cross Cardiopulmonary Resuscitation (CPR) for the Professional Rescuer certificate.

PHYSICAL DEMANDS

Work is primarily performed within a public swimming pool environment where stamina is needed to perform moderate to heavy lifting of pool equipment and furniture, or children or adults who may require removal from the pool, and to stay in the pool for prolonged periods of time. Must possess the mobility to stand, stoop, kneel, reach, bend, climb, push and pull materials and equipment, and swim, while wearing an appropriate uniform with protective equipment. Vision and hearing which must be sufficient to see and hear adults and children in crowded and noisy conditions situations. Must also possess the mobility to work in an office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person or by using a telephone and radio in. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or to operate safety equipment. Must possess the ability to swim distances, and dive to pool depths, as determined by testing/certification authorities, and to lift 100 pounds or heavier weights with the use of proper equipment and/or assistance from other staff.

ENVIRONMENTAL CONDITIONS

Employees work outdoors in a pool environment with wet and slippery conditions and are exposed to variable weather conditions; may be exposed to chlorine, acids, and other chemicals at aquatics facilities, as well as blood and body fluids while rendering first aid and CPR. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

WORKING CONDITIONS

May be required to work a varied schedule of hours, which may include early mornings, evenings, weekends, and holidays.

FEBRUARY 2020
FLSA: NON-EXEMPT

LIFEGUARD TRAINEE

DEFINITION

Under immediate supervision, performs routine duties in support of City aquatic programs, events, and activities; monitors activities in the pool and aquatic facilities to help ensure the safety and well-being of patrons; assists in the cleaning and basic maintenance of the pool and aquatic facilities; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives immediate supervision from assigned management and supervisory personnel. Exercises no direct supervision over staff.

CLASS CHARACTERISTICS

This classification is used for training purposes in aquatic programs, services and activities. Work is usually supervised while in progress and fits an established structure or pattern. Exceptions or changes in procedures are explained in detail as they arise. Since this class is often used as a training class, employees may have only limited or no directly related work experience.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Learns and assists in aquatic safety and supervision for patrons; monitors activities in the pool and facilities to avoid and prevent accidents, and to ensure the safety and well-being of patrons; promotes public safety at all times.
- Assists lifeguard during pool hours and at all events held at the pool.
- Implements and enforces City policies, rules, and procedures.
- Learns and assists with basic first aid and adult and/or child cardiopulmonary resuscitation (CPR) as necessary.
- Assists and aids in swim lesson programs.
- Listens and responds to patrons' needs for assistance or information and provides the public with general information.
- Supervises and cleans restrooms and locker rooms.
- Learns and assists with the inspection and maintenance of swimming and pool equipment for functionality and recommended repairs.
- Maintains logs and records of activities.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Swimming pool and guest safety and emergency procedures.
- Basic maintenance and cleaning practices.
- Occupational hazards and standard safety practices.
- Modern office practices, methods, and computer equipment and applications related to the work.
- English usage, grammar, spelling, vocabulary, and punctuation.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.

Ability to:

- Attentively observe and monitor the safety of swimmers and other guests using aquatic center facilities.
-
- Learn and implement aquatic center policies and practices.
- Work with children and adults in a recreational setting.
- Assist with swim meets and pool rentals.
- Provide courteous assistance to facility patrons.
- Maintain discipline, order, and safety in a crowded and noisy environment.
- Assist in maintaining facilities and equipment in a clean, safe, and secure manner.
- Perform work in an efficient, effective, safe, and timely manner.
- Understand and carry out oral instructions.
-
- Use English effectively to communicate in person, over the telephone, and in writing.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:
Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Education:
Equivalent to the completion of the tenth (10th) grade.

The minimum age for positions in this classification is sixteen (16) years.

Experience:
No experience required.

Licenses and Certifications:

- None

PHYSICAL DEMANDS

Work is primarily performed within a public swimming pool environment where stamina is needed to perform moderate to heavy lifting of pool equipment and furniture, or children or adults who may require removal from the pool, and to stay in the pool for prolonged periods of time. Must possess the mobility

to stand, stoop, kneel, reach, bend, climb, push and pull materials and equipment, and swim, while wearing an appropriate uniform with protective equipment. Vision and hearing which must be sufficient to see and hear adults and children in crowded and noisy conditions situations. Must also possess the mobility to work in an office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person or by using a telephone and radio in. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or to operate safety equipment. Must possess the ability to swim distances, and dive to pool depths, as determined by testing/certification authorities, and to lift 100 pounds or heavier weights with the use of proper equipment and/or assistance from other staff.

ENVIRONMENTAL CONDITIONS

Employees work outdoors in a pool environment with wet and slippery conditions and are exposed to variable weather conditions; may be exposed to chlorine, acids, and other chemicals at aquatics facilities, as well as blood and body fluids while rendering first aid and CPR. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

WORKING CONDITIONS

May be required to work a varied schedule of hours, which may include early mornings, evenings, weekends, and holidays.

FEBRUARY 2020
FLSA: EXEMPT

MANAGEMENT ANALYST

DEFINITION

Under direction, performs a variety of complex professional administrative and analytical work in support of department managerial functions; coordinates activities with other programs, sections, divisions, outside agencies, and the general public; ensures work quality and adherence to established policies and procedures; recommends action and participates in formulating policy and procedure and in budget development and administration; provides technical and responsible assistance to the department head and/or division managers; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives direction from assigned management personnel. Exercises technical and functional direction over and provides training to lower-level staff.

CLASS CHARACTERISTICS

This is the fully qualified journey-level classification in the Management Analyst series. Positions at this level receive only occasional instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies of the work unit. This class is distinguished from the Senior Management Analyst in that the latter performs the most complex duties assigned to the department which may include, but are not limited to, budgetary, organizational, and policy-related accountabilities.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Collects, compiles, and analyzes information from various sources on a variety of specialized topics related to programs administered by the position or by management staff including complex financial, budgetary, or administrative issues or questions.
- Participates in the development and implementation of goals, objectives, and policies for assigned projects and programs; develops policies, procedures, standards, and guidelines to support programs.
- Researches, analyzes, evaluates, and develops recommended solutions for special projects.
- Continuously monitors and evaluates the efficiency and effectiveness of service delivery methods and procedures; identifies opportunities for improvement; implements improvements as authorized.
- Builds and maintains databases and spreadsheets of financial, budgetary, and other data; monitors and advises management of departmental budget expenditures; forecasts funding needed for staffing, equipment, materials, and supplies; prepares budget adjustments as necessary; prepares forecasts of and monitors revenues and expenditures for mid-year and end-of-fiscal year budget documents; prepares related budgetary reports.
- Prepares memorandums, letters, and reports; responds to written correspondence.
- Responds to and helps resolve customer inquiries and complaints; coordinates efforts and works closely with all City departments; coordinates and monitors responsive actions to resident service requests; compiles responsive documents for subpoenas and requests for public records.

- Processes, enters, adjusts, and reviews payroll for the Department; analyzes timesheets and payroll data to match Human Resources and Finance Department records; troubleshoots payroll issues; serves as a liaison between the department and City payroll regarding payroll matters; prepares Personnel Action Forms as needed for position, pay, and benefit adjustments.
- Participates in the oversight and management of grants and special funds; identifies grant funding opportunities and partnerships with nonprofit groups; audits grants and federal and state entitlements; researches and writes grant proposals; supports Finance with compiling information requested for annual audits; analyzes various budget accounts as needed for auditing purposes.
- Reviews and prepares invoices for payment approval; prepares purchase order requests; works with outside sources regarding asset forfeiture and other grant funds; provides grant expenditure reporting and department specific documentation backup as needed.
- Participates in the coordination and facilitation of specialized departmental committee or commission meetings.
- Works with department staff to coordinate special events; directs and monitors activities surrounding special projects and events.
- Plans, coordinates, oversees, tracks, and reports status on capital improvement projects.
- Enhances the department's outreach efforts via social media, including preparation of brochures, pamphlets, and press releases.
- Works closely with other departments to analyze and monitor impact fees and ensure proper use and reporting of funds.
- Manages daily activities of staff and contractors; monitors staff assignments and provides progress reports to executive staff; oversees and coordinates work assigned to professional and administrative staff on projects and interdepartmental teams; assesses and monitors staff workloads, administrative and support systems, and internal reporting relationships.
- Maintains record keeping and filing systems.
- Attends and participates in meetings as required.
- Observes and complies with City and mandated safety rules, regulations, and protocols.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- General principles and practices of municipal government budget preparation and administration.
- Grant funding sources and grant writing techniques.
- Sources of information related to a broad range of municipal programs, services, and administration.
- Pertinent federal, state, and local laws, codes, and regulations and processes in assigned areas of responsibility
- Methods and techniques of research, statistical analysis, report preparation, and presentation.
- City government organization structure and operations.
- Public relations, marketing, and outreach techniques.
- Principles and procedures of record keeping, document processing, and filing systems.
- Uses and outputs of databases.
- Mathematical principles and statistical techniques.
- City and mandated safety rules, regulations, and protocols.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.

Ability to:

- Research, analyze, evaluate, understand, interpret, and apply programs, policies, procedures, and guidelines; and develop recommended solutions.
- Prepare clear and concise correspondence and reports on a variety of financial, budgetary, and administrative issues.
- Perform responsible and difficult administrative work involving the use of independent judgment and personal initiative.
- Interpret and apply federal, state, and local policies, procedures, laws, and regulations.
- Develop and administer assigned budgets and accurately track and process receipts of revenues and payments of expenditures.
- Use mathematical functions and principles and perform complex arithmetic calculations accurately.
- Maintain and update accurate records and files.
- Handle sensitive and confidential information.
- Organize and prioritize a variety of projects and multiple tasks in an effective and timely manner, organize own work, set priorities, and meet critical time deadlines.
- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:
Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Education:
Equivalent to a bachelor's degree from an accredited college or university with major coursework in public or business administration, accounting, finance, information technology, economics, or a related field.

Experience:
Three (3) years of increasingly responsible professional experience in administrative work involving finance, budgets, contracts, or other related functions.

Licenses and Certifications:

- Possession of a valid California Driver's License to be maintained throughout employment.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. This is primarily a sedentary office classification although standing in work areas and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 25 pounds.

ENVIRONMENTAL CONDITIONS

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

FEBRUARY 2020
FLSA: NON-EXEMPT

PROGRAM SPECIALIST

DEFINITION

Under general supervision, assists in overseeing specific program activities or program sites; helps in the day-to-day operations of assigned programs; completes client registration forms; oversees rented facilities; tracks fees; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from assigned management personnel. May provide lead direction to assigned part time or volunteer staff.

CLASS CHARACTERISTICS

This classification provides administrative and operational support to the City's recreational programs, services and activities. Incumbents perform the full range of duties as assigned, working independently, and exercising judgment and initiative. Positions receive only occasional instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies of the work unit.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Assists in the daily operations of an assigned program and in the execution of City-wide events and activities; leads, and assists staff and volunteers in the daily program operations.
- Assists patrons and residents regarding questions, problems, concerns, and activities in the provision of recreation program operations, activities, and services.
- Completes client registration forms, intakes, and assessments; maintains records of participation and collects participant fees.
- Assists in conducting and monitoring recreational program activities within one or more assigned program areas including leisure activities and nutrition programs.
- Oversees site preparation and clean up of all food service and program equipment.
- Serves as the primary staff overseeing rented facilities; monitors facility use; opens, closes, and secures buildings for events and assists in the preparation of the facility and amenities for patron use.
- Responds to concerns on facilities maintenance; assesses situation and request facilities maintenance support; maintains cleanliness and upkeep of assigned facilities.
- Assists in planning and conducting community events, general programs, and facility rentals; sets up and takes down tables, chairs, and equipment for classes, activities, events, and meetings.
- Maintains accurate records of services and activities related to recreation programs; prepares a variety of written reports, memoranda, and correspondence.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Basic principles of lead direction.
- Operations, services and activities of assigned program.
- General office and business administrative practices.
- Methods and techniques of implementing program activities.
- Basic facilities maintenance principles.
- Local sanitation and health regulations.
- Safe and sanitary food service procedures.
- Record keeping principles.
- Basic arithmetic.
- City and mandated safety rules, regulations and protocols.
- English usage, spelling, vocabulary, grammar, and punctuation.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.

Ability to:

- Assist in the implementation of assigned program and the planning of special events.
- Interpret, and apply facility use policies and procedures.
- Provide courteous assistance to facility patrons.
- Lift and move tables and chairs and arranging facilities for community events and/or meetings.
- Oversee site preparation and clean up of food service activities.
- Maintain facilities and equipment in a clean, safe, and secure manner.
- Operate modern office equipment including computer equipment and software programs.
- Maintain accurate logs, records, and basic written records of work performed.
- Understand and follow oral and written instructions.
- Organize own work, set priorities, and meet critical time deadlines.
- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate grammar and syntax.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:
Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Education:
Equivalent to the completion of the twelfth (12th) grade.

Experience:
Three (3) years of experience providing day-to-day administrative and operational support to a recreation program.

Licenses and Certifications:

- Possession of a valid California Driver's License to be maintained throughout employment.
- Possession of a Safe Food Handler certification within 30 days of employment, when assigned to oversee a food program.
- Possession of a certification in American Red Cross CPR, First Aid, and AED within 30 days of employment.

PHYSICAL DEMANDS

When assigned to an office environment, must possess mobility to work in a standard office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone; ability to stand and walk between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information.

When working in an external environment, position requires sitting, standing, walking on slippery surfaces, reaching, twisting, turning, kneeling, bending, stopping, squatting, crouching, grasping and making repetitive hand movement in the performance of daily duties. Employees must possess the ability to lift, carry, push, and pull materials and objects averaging a weight of 40 pounds, or heavier weights with the use of proper equipment and/or assistance from other staff.

ENVIRONMENTAL CONDITIONS

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees also work in the field and are exposed to loud noise levels, cold and hot temperatures, and inclement weather conditions. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

WORKING CONDITIONS

May be required to work a varied schedule of hours, which may include early mornings, evenings, weekends, and holidays.

FEBRUARY 2020
FLSA: NON-EXEMPT

RECREATION LEADER TRAINEE

DEFINITION

Under immediate supervision, performs routine duties in support of the City's recreational programs, events, and activities; assists in preparing facilities for scheduled activities/events; performs recordkeeping and scorekeeping duties at sports events; performs general office duties; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives immediate supervision from assigned management and supervisory personnel. Exercises no direct supervision over staff.

CLASS CHARACTERISTICS

This classification is used for training purposes in recreational programs, services and activities. Work is usually supervised while in progress and fits an established structure or pattern. Exceptions or changes in procedures are explained in detail as they arise. Since this class is often used as a training class, employees may have only limited or no directly related work experience.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Learns and assists in recreation activities at various recreational facilities, including parks, schools, and the recreation center.
- Assists in community events, general programs, and facility rentals; sets up and takes down tables, chairs, and equipment for classes, activities, events, and meetings.
- Participates in established programs of play activities for children and adults.
- Attends inter-playground competitions in various recreational activities; performs recordkeeping and scorekeeping tasks at sporting events.
- Performs general office duties, including basic cashiering, answering the telephone, greeting patrons, light typing, data entry, copying, and filing.
- Takes periodic inventory of materials and equipment.
- Assists in maintaining recreational facilities, storage sites, and other work areas in a clean and orderly condition, including securing equipment and materials at the close of the workday; performs basic custodial duties.
- Issues and collects recreation equipment and supplies.
- Assists in the encouragement of participation and good sportsmanship.
- Responds to patrons' needs for assistance or information.
- Participates in monitoring the proper and safe use of program facilities by the general public.
- Observes and complies with City and mandated safety rules, regulations and protocols.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Operations and activities provided by recreation programs.
- Modern office practices, methods, and computer equipment and applications related to the work.
- Record keeping principles.
- English usage, spelling, vocabulary, grammar, and punctuation.
- City and mandated safety rules regulations and protocols.
- Techniques for effectively dealing with individuals of various ages, various socio-economic and ethnic groups, and effectively representing the City in contacts with the public.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, and City staff.

Ability to:

- Learn the operations and activities of assigned programs.
- Assist in assigned program implementation.
- Provide courteous assistance to facility patrons.
- Lift and move tables and chairs for community events and/or meetings.
- Assist in maintaining facilities and equipment in a clean, safe, and secure manner.
- Operate modern office equipment including computer equipment and software programs.
- Maintain basic written records of work performed.
- Understand and follow oral and written instructions.
- Use English effectively to communicate in person, over the telephone, and in writing.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:
Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Education:
Equivalent to completion of the tenth (10th)grade.

The minimum age for positions in this classification is sixteen (16) years.

Experience:
No experience required.

Licenses and Certifications:

- None

PHYSICAL DEMANDS

Must possess mobility to work in a standard office and/or recreational facility setting and use standard office and/or recreation equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. Must possess the physical stamina to lift and move tables and chairs and arrange facilities for community events and/or meetings. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or

calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, climb, and walk on uneven surfaces to participate in recreational activities; and push and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 50 pounds with the use of proper equipment and/or assistance from staff.

ENVIRONMENTAL CONDITIONS

Employees may work in the field and are occasionally exposed to loud noise levels, cold and/or hot temperatures, vibration, chemicals, mechanical and/or electrical hazards. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

WORKING CONDITIONS

May be required to work a varied schedule of hours, which may include early mornings, evenings, weekends, and holidays, at a variety of City facilities.

FEBRUARY 2020
FLSA: NON-EXEMPT

SENIOR EQUIPMENT MAINTENANCE TECHNICIAN

DEFINITION

Under direction, performs advanced level semi-skilled mechanical maintenance and repair work related to City police vehicles and equipment; sets priorities and directs the work of assigned staff on a day-to-day basis; provides technical and specialized assistance to assigned management and supervisory staff; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives direction from assigned management and supervisory staff. Exercises technical and functional direction over and provides training to lower-level staff.

CLASS CHARACTERISTICS

This is the advanced journey-level classification in the Equipment Maintenance Technician series responsible for performing the most complex work assigned to the series. Incumbents regularly work on tasks which are varied and complex, requiring considerable discretion and independent judgment. Positions in the classification rely on experience and judgment to perform assigned duties. Assignments are given with general guidelines and incumbents are responsible for establishing objectives, timelines and methods to complete assignments. Work is typically reviewed upon completion for soundness, appropriateness, and conformity to policy and requirements.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Provides technical and functional supervision to assigned equipment maintenance staff; reviews and controls quality of work; trains employees in work methods, use of and operation of equipment, and relevant safety precautions.
- Performs advanced skilled journey level mechanical maintenance and repair of City police vehicles and equipment; maintains records of all work performed.
- Conducts, schedules, prioritizes, and assigns inspection of vehicles and equipment and ensures preventive maintenance is performed in accordance with City standards and specifications.
- Inspects, diagnoses, and locates mechanical difficulties on a diverse range of police vehicles and equipment.
- Tests and repairs starters, alternators, and generators; recharges or replaces batteries; diagnoses and makes minor repairs on air conditioning systems and equipment.
- Performs preventative maintenance such as oil changes, tune-ups, lubes, tire rotations, engine and radiator flushes, and filter replacements on City vehicles and equipment.
- Performs minor replacement of parts such as light bulbs, fuses, lenses, and wiper blades.
- Performs safety and preventive maintenance tasks on vehicles, equipment, and machinery.
- Reads and interprets technical manuals and blueprints to facilitate installation, servicing, repair, and replacement services and activities.
- Inspects faulty parts returned by mechanics against part warranty limits; prepares warranty claims.

- Receives, reviews, and processes various reports and records, including preventive maintenance list, fuel monitor printout, billing invoices, vehicle lists, fuel logs, purchase orders, warehouse requisitions, and annual inventory variance report.
- Estimates costs of equipment maintenance work, supplies, equipment, and materials; orders supplies, parts and equipment for work projects; assists in stocking supplies and maintaining inventory records.
- Verifies vehicle serviceability by conducting test drives and repairing concerns as needed.
- Monitors and ensures compliance with requirements by testing engine, safety, and smog control standards.
- Ensures that all City police vehicles are clean, washed, and painted.
- Oversees and maintains vehicle records of service and repairs.
- Ensures shop equipment is operational; troubleshoots breakdowns; maintains supplies; performs preventive maintenance; calls for repairs.
- Monitors and maintains costs by using warranty and evaluating service and parts options.
- Observes safe work methods and makes appropriate use of related safety equipment as required.
- Maintains public facilities, shop and garage areas, storage sites, and other work areas in a clean and orderly condition, including securing equipment and tools at the close of the workday.
- Maintains accurate manual and computerized logs and records of work performed and materials and equipment used; prepares reports as required.
- Ensures staff compliance with City and mandated safety rules, regulations and protocols.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Principles of providing functional direction and training.
- Principles, practices, equipment, materials, and tools used in maintenance and repair of automobiles and vehicles.
- Operating principles of gasoline, diesel and natural gas engines.
- Operational characteristics of electrical and electronic equipment used in modern vehicles and equipment.
- Methods and techniques of using diagnostic equipment to evaluate maintenance needs in a diverse range of police vehicles and equipment.
- Methods, materials, equipment and tools used in routine welding and fabrication work.
- Applicable Federal, State, and local laws, regulatory codes, ordinances, and procedures relevant to assigned area of responsibility.
- Occupational hazards and safety equipment and practices related to the work.
- City and mandated safety rules, regulations and protocols.
- Principles and procedures of record-keeping and reporting.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.

Ability to:

- Plan, organize, and coordinate the work of assigned staff.
- Effectively provide staff leadership and work direction.

- Troubleshoot and determine appropriate action in the maintenance and repair of police vehicles and equipment.
- Inspect, locate, correct and/or adjust malfunctions or defects in complex repairs needed for vehicle systems.
- Use a diverse range of diagnostic tools to identify maintenance needs.
- Perform servicing and maintenance on police vehicles and equipment.
- Maintain accurate logs, records, and basic written records of work performed.
- Understand and follow oral and written instructions.
- Follow department policies and procedures related to assigned duties.
- Read, interpret and apply a wide variety of technical information from manuals, drawings, specifications, layouts, blueprints and schematics.
- Operate a variety of police vehicles and equipment in a safe and effective manner.
- Safely and effectively use and operate hand tools, mechanical equipment, power tools and lighting.
- Maintain tools and equipment in a clean working condition providing for proper security.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:
Any combination of training and experience that would provide the required knowledge, skills and abilities is qualifying. A typical way to obtain the required qualifications would be:

Education:
Equivalent to completion of the twelfth (12th) grade.

Experience:
Five (5) years of increasingly responsible experience in the maintenance and repair of a diverse range of police vehicles and equipment.

Licenses and Certifications:

- Possession of a valid California Driver's License to be maintained throughout employment.

PHYSICAL DEMANDS

Must possess mobility to work in and around a standard vehicle repair shop setting; strength, stamina, and mobility to perform light to medium physical work; to sit, stand, and walk on level, uneven, or slippery surfaces; frequently reach, twist, turn, kneel, bend, stoop, squat, crouch, grasp and make repetitive hand movement in the performance of daily duties; to climb and descend ladders, to operate varied hand and power tools and equipment, and to operate a motor vehicle and visit various City sites; and vision to inspect and operate equipment. The job involves fieldwork requiring frequent walking in operational areas to identify problems or hazards. Finger dexterity is needed to operate and repair tools and equipment. Employees must possess the ability to lift, carry, push, and pull materials and objects averaging a weight of 50 pounds or heavier weights of up to 100 on a frequent/occasional basis, in all cases with the use of proper equipment and/or assistance from other staff.

Employees must wear and use the proper Personal Protective Equipment (PPE).

ENVIRONMENTAL CONDITIONS

Employees primarily work in a centralized maintenance shop and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, hazardous physical substances and fumes, dust and air contaminants. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

FEBRUARY 2020
FLSA: EXEMPT

SENIOR HOUSING PROGRAM ANALYST

DEFINITION

Under general direction, designs, develops, and implements housing programs provided by the City; conducts and oversees financial accounting and reporting, eligibility determination, homebuyer's assistance loans, project feasibility, and annual monitoring to ensure compliance with federal, state, and local laws and regulations; ensures work quality and adherence to established policies and procedures; provides highly responsible and complex staff assistance to the Housing Manager; performs the technical and complex tasks relative to administering and delivering housing programs and services to residents; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from the Housing Manager. Exercises technical and functional direction over and provides training to lower-level staff.

CLASS CHARACTERISTICS

This is the advanced journey-level classification in the Housing Program Analyst series responsible for performing the most complex work assigned to the series. Incumbents regularly work on tasks which are varied and complex, requiring considerable discretion and independent judgment. Positions in the classification rely on experience and judgment to perform assigned duties and ensure compliance with federal, state, and local laws and regulations. Assignments are given with general guidelines and incumbents are responsible for establishing objectives, timelines, and methods to administer and deliver housing programs and services to residents. Work is typically reviewed upon completion for soundness, appropriateness, and conformity to policy and requirements. This class is distinguished from the Housing Manager in that the latter has full management and supervisory authority in planning, organizing, and directing the full scope of operations within the division.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Plans, develops, designs, implements, reviews, evaluates, and revises the City's affordable housing strategy; oversees existing and proposed low- and moderate-income housing, housing programs, including but not limited to, housing rehabilitation, first time homebuyer, mobile home rental assistance, and neighborhood enhancement programs and guidelines; researches housing programs to ensure the City adheres to federal and state guidelines; prepares reports as mandated by federal and state agencies.
- Manages federally funded programs and ensures expenditures are within budget and comply with federal and state housing regulations; prepares and administers grants; assembles grant agreements and prepares related files and reports; reviews quarterly and annual expenditure reports; reviews reports and processes invoices and payments for related expenses; monitors and collects loan payments and monthly rent payments.

- Gathers information, tracks statistics, and compiles data to prepare reports; prepares and processes reports to regulatory agencies to ensure compliance with a variety of federal, state, and local housing regulations and audits; completes various forms and documents as needed; establishes and maintains project files, databases, record keeping, and filing systems.
- Performs financial analysis by forecasting and preparing finance-related quantitative and narrative reports and memorandums; prepares and presents budget documents; maintains data and systems for budget tracking and reporting and generates related reports; makes recommendations on budget matters to higher level staff and participates in implementing and monitoring budgetary changes.
- Reviews accounting reports and financial statements for accuracy and reasonableness; identifies and traces sources of possible errors; verifies the work of other accounting staff; reconciles general ledger accounts; reviews general ledger coding for reasonableness; and brings questionable items to the attention of appropriate staff.
- Schedules, coordinates, and/or conducts on-site building inspections; prepares work specifications, construction contracts, process change orders, payments, and lien releases; works with contractors to ensure properties comply with federal and state program requirements and building and safety codes.
- Provides support and information to property owners in all areas concerning purchasing, renting and/or rehabilitation programs, including identification of required/desired rehabilitation work, preliminary cost estimates, loan/grant applications, and securing appraisals, if needed.
- Assists property owners in preparing bid packages and in selecting a contractor; follows-up with progress reports, inspections, materials and labor releases; submits incremental payments to contractors; certifies the completion of improvement projects.
- Develops the annual City application for CDBG and HOME funds and continuation of residential rehabilitation loan programs; coordinates and approves the processing of home improvement loans and grants; analyzes the financial feasibility of home improvement projects; prepares loan applications; processes and releases loan progress payments; prepares requests for proposals for services.
- Participates in preparing and disseminating public information relating to housing programs available to City residents and landlords; prepares presentations to citizen groups regarding housing programs; develops marketing material, news releases, and flyers for various housing programs; responds to the community, outside agencies, and internal departments regarding City programs.
- Coordinates with property management companies to ensure City-owned rental properties are managed properly in accordance with proper federal or state funding sources, including annual income review, rent standards, and meeting housing quality standards.
- Observes and complies with City and mandated safety rules, regulations and protocols.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Operations and services within a comprehensive housing program.
- Housing and Urban Development (HUD), rental assistance, public housing, Community Development Block Grant (CDBG), HOME, and other related affordable housing programs rules and regulations.
- Applicable federal, state and local laws, regulatory codes, ordinances and procedures relevant to assigned areas of responsibility.
- Modern construction methods and technology as they relate to housing rehabilitation and remodeling; rehabilitation standards for HUD assisted projects.
- Effective investigating, interviewing, and negotiating techniques.
- Case management techniques.
- Methods and techniques to verify information received from applicants.

- Community resources available to low income clients.
- Housing quality inspection techniques.
- Loan underwriting criteria.
- General principles and practices of grants and municipal government budget preparation, administration, and monitoring.
- Research and reporting methods, techniques, and procedures.
- Principles and procedures of record keeping, document processing, and filing systems.
- Standard office procedures and practices.
- Database maintenance.
- Financial record keeping, accounting, and budgeting practices.
- Business mathematics and statistical techniques.
- City and mandated safety rules, regulations and protocols.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.

Ability to:

- Prepare clear and concise correspondence and reports on a variety of housing related financial, budgetary, and administrative issues.
- Plan and conduct research on a wide variety of program topics including grant funding, contract feasibility, budget proposals, and operational alternatives.
- Effectively administer a variety of housing programs and administrative activities.
- Understand the organization and operation of the City and of outside agencies as necessary to assume assigned responsibilities.
- Interpret and translate statistical data.
- Research, analyze, and evaluate programs, policies, and procedures.
- Define problems, establish facts, and draw valid conclusions.
- Elicit cooperation from a wide variety of sources, including management, clients, and other departments.
- Handle sensitive and confidential information.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Effectively represent the department and the City in meetings with governmental agencies; community groups; various business, professional, and regulatory organizations; and in meetings with individuals.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Use tact, initiative, prudence, and independent judgment within general policy and procedural guidelines.
- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:
Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Education:
Equivalent to a bachelor's degree from an accredited college or university with major coursework in public or business administration, urban planning, real estate, or a related field.

Experience:
Five (5) years of professional experience supporting a comprehensive housing program.

Licenses and Certifications:

- Possession of a valid California Driver's License to be maintained throughout employment.
- Possession of a Housing Specialist Certification to be maintained throughout employment.
- Possession of, or ability to obtain within one (1) year of employment, a Uniform Physical Condition Standards (UPCS) Certification.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. This is primarily a sedentary office classification although standing in work areas and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 25 pounds.

ENVIRONMENTAL CONDITIONS

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

FEBRUARY 2020
FLSA: NON-EXEMPT

SENIOR INSTRUCTOR GUARD

DEFINITION

Under direction, plans and participates in the programs and activities of an aquatic facility, including teaching swim lessons and classes; trains staff on proper pool safety procedures; monitors activities in the pool and City aquatic facilities in order to ensure the safety and well-being of patrons; explains and enforces swimming programs and pool policies, regulations, and rules; performs rescues and administers first aid as necessary; assists in the selection of personnel; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives direction from assigned supervisory or management personnel. Exercises no direct supervision over staff; trains staff on proper pool safety procedures.

CLASS CHARACTERISTICS

This advanced journey-level classification is responsible for training assigned staff and for ensuring that the City's pool facilities are maintained in a safe and effective working condition to provide the highest level of safety for public use. Positions in this classification rely on experience and judgment to ensure the efficient and effective functioning of lifeguard operations in the pool area. Assignments are given with general guidelines, and incumbents are responsible for establishing objectives, timelines, and methods to deliver services. Work is typically reviewed upon completion for soundness, appropriateness, and conformity to policy and requirements. The Senior Instructor Guard classification is distinguished from the Instructor Guard classification by the assignment of training duties and responsibility for the proper use of the facility.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Plans and participates in the work of staff responsible for performing lifeguard duties at the City's aquatic facilities; trains staff in the proper pool safety procedures; assists in the staff selection process.
- Receives and responds to questions, concerns, and complaints from patrons; determines issues and resolves, or refers to supervisor as appropriate; listens and responds to patrons' need for assistance or information on aquatic programs.
- Reviews and advises on schedules for pool use, such as timeframes for instructional and recreational swimming; oversees swim meets and pool rentals.
- Assists in planning, scheduling and developing aquatic programs; prepares marketing and publicity materials; works to secure maximum participation in programs.
- Reviews daily patron counts and collects fees from the cashier staff.
- Participates in training sessions, including safety drills and other emergency procedures; ensures that lifeguard staff attend required trainings and maintains records on same.

- Provides aquatic safety and supervision for patrons; monitors activities in the pool and City aquatic facilities to avoid and prevent accidents, and to ensure the safety and well-being of patrons; promotes public safety at an aquatic facility at all times.
- Implements and monitors City policies and procedures; enforces aquatics regulations; cautions swimmers regarding unsafe swimming.
- Performs rescue of swimmers in distress; administers cardiopulmonary resuscitation (CPR) and first aid; calls emergency services such as police, fire, or ambulance if necessary.
- Monitors facility use; ensures that the pool, restrooms and locker rooms are maintained in a safe, neat, and clean condition.
- Inspects and maintains swimming and pool equipment for functionality; ensures that maintenance and repair needs are addressed.
- Performs inspections of water; prepares reports on water condition and accidents.
- Maintains logs and records of activities.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Methods and techniques of training staff on aquatics safety rules and regulations.
- Organization and operation of the aquatics facility, including maintenance and safety requirements.
- Swimming pool and guest safety and emergency procedures.
- Methods and techniques of assessing students' swimming capabilities.
- Life-guarding skills and methods.
- Emergency care and assessment; CPR, AED, and first aid practices.
- City rules and regulations with respect to pool and patron safety methods.
- Operational characteristics of water rescue safety equipment and devices.
- Methods and techniques of developing marketing materials for aquatics programs.
- Principles and practices of recordkeeping.
- Basic maintenance and cleaning practices.
- Occupational hazards and standard safety practices.
- Modern office practices, methods, and computer equipment and applications related to the work.
- English usage, grammar, spelling, vocabulary, and punctuation.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.

Ability to:

- Plan and coordinate the work of lifeguard staff.
- Effectively provide staff leadership and work direction.
- Plan optimal lifeguard program coverage to ensure the safety of patrons and staff.
- Coordinate and schedule swim meets and pool rentals.
- Modify and conduct swimming lessons based on students' age and skill set.
- Assist in developing and marketing aquatics programs.
- Work with children and adults in a recreational setting.
- Attentively observe and monitor the safety of swimmers and other guests using aquatic center facilities.
- Exercise professional judgment to act effectively in emergency situations
- Ensure that staff attend and participate in required trainings and safety procedures.
- Interpret and implement aquatic center policies and practices.
- Maintain discipline, order, and safety in a crowded and noisy environment.

- Maintain facilities and equipment in a clean, safe, and secure manner.
- Perform work in an efficient, effective, safe, and timely manner.
- Provide courteous assistance to facility patrons.
- Independently organize work, set priorities, meet deadlines, and follow up on priorities.
- Use English effectively to communicate in person, over the telephone, and in writing.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:
Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Experience:
Equivalent to the completion of the twelfth (12th) grade and two (2) years of lifeguard and instructor guard experience in an aquatics facility.

Licenses and Certifications:
- Possession of a valid American Red Cross/Lifeguard Training certificate, or equivalent.
- Must be certified in First Aid for Public Safety Personnel (Title 22) within one (1) year of employment.
- Possession of American Red Cross Cardiopulmonary Resuscitation (CPR) for the Professional Rescuer certificate.
- Possession of a Water Safety Instructor Certification

PHYSICAL DEMANDS

Work is primarily performed within a public swimming pool environment where stamina is needed to perform moderate to heavy lifting of pool equipment and furniture, or children or adults who may require removal from the pool, and to stay in the pool for prolonged periods of time. Must possess the mobility to stand, stoop, kneel, reach, bend, climb, push and pull materials and equipment, and swim, while wearing an appropriate uniform with protective equipment. Vision and hearing which must be sufficient to see and hear adults and children in crowded and noisy conditions situations. Must also possess the mobility to work in an office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person or by using a telephone and radio in. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or to operate safety equipment. Must possess the ability to swim distances, and dive to pool depths, as determined by testing/certification authorities, and to lift 100 pounds or heavier weights with the use of proper equipment and/or assistance from other staff.

ENVIRONMENTAL CONDITIONS

Employees work outdoors in a pool environment with wet and slippery conditions and are exposed to variable weather conditions; may be exposed to chlorine, acids, and other chemicals at aquatics facilities, as well as blood and body fluids while rendering first aid and CPR. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

WORKING CONDITIONS

May be required to work a varied schedule of hours, which may include early mornings, evenings, weekends, and holidays.

FEBRUARY 2020
FLSA: NON-EXEMPT

SENIOR OFFICE ASSISTANT

DEFINITION

Under direction, performs a variety of specialized clerical and administrative duties in support of City staff and functions; prepares meeting agendas, minutes, public hearing notices, and administrative support for the Planning Commission and other committee meetings; processes invoices, purchase orders, and billings; maintains records of revenues and expenditures; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives direction from assigned management or supervisory personnel. Exercises no supervision of staff.

CLASS CHARACTERISTICS

This is the advanced journey-level classification in the Office Assistant series responsible for performing the most complex work assigned to the series. Incumbents regularly work on tasks which are varied and complex, requiring considerable discretion and independent judgment. Positions in the classification rely on experience and judgment to perform assigned duties. Assignments are given with general guidelines and incumbents are responsible for establishing objectives, timelines, and methods to complete assignments. Work is typically reviewed upon completion for soundness, appropriateness, and conformity to policy and requirements.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Prepares, processes, tracks, and seeks approval for invoices, purchase orders, change orders, and billings; monitors departmental revenues and expenses and ensures funds are available to pay invoices; gathers bids; assembles purchase requisitions; enters data for budget tracking.
- Mails public hearing notices, letters, resolutions, and agreements to various committees and commissions.
- Processes approved Planning Commission resolutions; submits copies to staff; scans and establishes files for resolutions; provides copies of all approved resolutions to the Public Works/Engineering Department.
- Prepares agendas, copies documents, mails notices, and compiles minutes for commission and committee meetings; attends commission or committee meetings and serves as secretary; prepares minutes for Planning Commission and committee action meetings; places items on committee and commission meeting agendas for approval; processes speaker cards for public meetings; schedules, reserves, and prepares City facilities for meetings and special events.
- Receives, processes, and tracks documents such as permit applications, contract agreements, proposals, plan submittals, insurance certificates, subpoenas, summons, petitions, public records requests, and claims.
- Receives, processes, and tracks complaints via phone, at the public counter, or through the computer.
- Composes, types, formats, and proofreads a variety of documents and correspondence including presentations, staff reports, letters, emails, memoranda, certificates, invitations, budget reports,

spreadsheets, community outreach materials, flyers, postcards, directories, and commendations; checks drafts for punctuation, spelling, and grammar, and suggests corrections.

- Answers incoming telephone calls and e-mails; provides information and answers questions; addresses issues and concerns from members of the public, vendors, and City staff; refers issues to the appropriate staff or department; checks and replies to voicemail and email messages; greets visitors and residents at City facilities; schedules appointments for customers to meet with staff; distributes literature pertaining to City services and events.
- Creates, organizes, archives, scans, copies, maintains, and retrieves records, documents, reports, and files; maintains and/or establishes filing systems; audits files for compliance with federal, state, and local laws and records retention schedules.
- Collects, opens, and distributes incoming mail, packages, email communications, correspondence, reports, requests for service, and complaints to appropriate staff.
- Observes and complies with City and mandated safety rules, regulations and protocols.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- City-wide and department-specific policies, processes, and procedures.
- Municipal codes, code compliance, and notification procedures for code violations.
- Procedures for preparing, tracking, and processing invoices, purchase orders, change orders, purchase requisitions, and billings.
- Basic principles and practices of public meetings conducted by elected and appointed government bodies.
- Principles and practices of documenting and preparing specialized documents for commissions and committees including, but not limited to, agendas, minutes and resolutions.
- General office business and administrative practices.
- Principles and practices of data collection and report generation.
- Payroll and finance software used by the City.
- Budget monitoring and tracking techniques.
- Business arithmetic.
- Basic principles of scanning, filing, maintaining, archiving, and retrieving records.
- City and mandated safety rules, regulations and protocols.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.

Ability to:

- Perform a diverse range of specialized administrative tasks in support of assigned department.
- Demonstrate responsibility when handling sensitive matters or confidential documents.
- Review and process invoices from vendors for payment; monitor expenditures.
- Prepare and type a variety of documents and forms such as correspondence, agendas, and reports using correct punctuation and grammar.
- Handle requests or complaints in a professional manner.
- Organize and prepare supplies and materials for programs and activities.
- Understand and respond to requests for assistance from the public and City staff, both on the telephone and in person; take detailed messages.

- Implement new or revised departmental programs as directed.
- Receive, open, review, sort, date stamp, and distribute mail.
- Follow written and verbal instructions.
- Be very detail oriented.
- Make accurate arithmetic calculations.
- File and maintain automated and hardcopy records with accuracy.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Use tact, initiative, prudence, and independent judgment within general policy and procedural guidelines.
- Organize and prioritize a variety of projects and multiple tasks in an effective and timely manner, organize own work, set priorities, and meet critical time deadlines.
- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:
Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Education:
Equivalent to completion of the twelfth (12th) grade.

Experience:
Four (4) years of increasingly responsible general clerical and administrative experience.

Licenses and Certifications:

- None.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. This is primarily a sedentary office classification although standing in work areas and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 25 pounds.

ENVIRONMENTAL CONDITIONS

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

FEBRUARY 2020
FLSA: NON-EXEMPT

SENIOR PARKING TECHNICIAN

DEFINITION

Under direction, enforces City parking regulations in an assigned area; issues parking citations and warnings, tows vehicles pursuant to the California Vehicle Code, provides general information and assistance to the public; impounds and provides for the storage of vehicles; provides lead direction and training to related staff; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives direction from an assigned Police Sergeant. Exercises technical and functional direction over and provides training to lower-level staff.

CLASS CHARACTERISTICS

This is the advanced journey-level classification in the Parking Technician series responsible for performing the most complex work assigned to the series. Incumbents regularly work on tasks which are varied and complex, requiring considerable discretion and independent judgment. Positions in the classification rely on experience and judgment to perform parking enforcement activities. Assignments are given with general guidelines and incumbents are responsible for establishing objectives, timelines and methods to complete assignments. Work is typically reviewed upon completion for soundness, appropriateness, and conformity to policy and requirements.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Provides technical and functional supervision to assigned staff; reviews and controls quality of work; participates in performing complex parking enforcement duties.
- Plans and manages all daily functions and operations; implements and strategizes new procedures.
- Plans, schedules, prioritizes, and assigns parking enforcement activities in consultation with the Police Sergeant; communicates status of parking enforcement regulations and procedures to appropriate staff, working cooperatively to schedule activities in accordance with established priorities.
- Trains employees in work principles, practices, methods, policies, procedures, and applicable Federal, State, and local laws, rules, codes, and regulations.
- Patrols assigned routes to enforce parking and related traffic ordinances and ensure compliance with the City's parking regulations.
- Patrols assigned routes to enforce street sweeping parking ordinances; issues citations as necessary; writes warnings.
- Issues non-moving traffic citations for violations observed; impounds and provides for the storage of vehicles.
- Deploys Traffic Division Speed Board including calibration.
- Responds to questions and complaints from the public or refers to supervisor, as necessary.

- Directs traffic, sets cone patterns and street closures for DUI checkpoints, special events, and traffic collisions.
- Provides information to violators, the general public, business community, and other government agencies regarding codes, laws, and ordinances; responds to questions, complaints, and inquiries.
- Participates in recommending, developing, and administering policies, procedures, and projects to ensure efficient and effective parking enforcement activities in compliance with City guidelines, standards, goals, and objectives.
- Performs a variety of public relations and outreach work related to assigned activities.
- Maintains files, databases, and records related to citations and violations; prepares a variety of written reports, memoranda, and correspondence.
- Observes and complies with City and mandated safety rules, regulations and protocols.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Principles of providing functional direction and training.
- Principles, practices, methods, and techniques of parking enforcement and compliance.
- Functions, principles, and practices of law enforcement agencies.
- Methods and procedures used in parking enforcement including citation issuance procedures.
- Principles and practices of data collection and report preparation.
- Applicable Federal, State, and local laws, rules, regulations, and procedures relevant to assigned area of responsibility.
- Terminology and procedures used in public safety dispatching.
- City geography, maps, streets, and landmarks.
- Record keeping principles and procedures.
- City and mandated safety rules, regulations and protocols.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.

Ability to:

- Plan, organize, and coordinate the work of assigned staff.
- Effectively provide staff leadership and work direction.
- Explain codes and regulations to vehicle owners, residents, and others.
- Memorize codes, names, street locations, and other information.
- Read and interpret maps and other pertinent documentation.
- Prepare clear and concise reports, correspondence, and other written materials.
- Make accurate arithmetic computations.
- Establish and maintain a variety of filing, record keeping, and tracking systems.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Effectively represent the department and the City in meetings with governmental agencies; community groups; various business, professional, and regulatory organizations; and in meetings with individuals.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.

- Use tact, initiative, prudence, and independent judgment within general policy, and procedural, guidelines.
- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:
Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Education:
Equivalent to completion of the twelfth (12th) grade.

Experience:
Four (4) years of increasingly responsible parking enforcement experience.

Licenses and Certifications:

- Possession of a valid California Driver's License to be maintained throughout employment.
- Possession of a valid California PC832 certificate to be maintained throughout employment.

PHYSICAL DEMANDS

Must possess mobility to work in the field; strength, stamina, and mobility to perform light physical work, to operate a motor vehicle and patrol areas of the City; and to operate varied tools and equipment; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone or radio. The job involves fieldwork requiring frequent walking in operational areas to identify problems or hazards. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate above-mentioned tools and equipment. Positions in this classification bend, stoop, kneel, reach, and climb to perform work. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 25 pounds.

ENVIRONMENTAL CONDITIONS

Employees work in the field and are exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, moving vehicles, vibration, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset staff and/or public and private representatives, and contractors in interpreting and enforcing departmental policies and procedures.

FEBRUARY 2020
FLSA: EXEMPT

SENIOR PROJECT MANAGER

DEFINITION

Under general direction, provides complex administrative support to the assigned department by managing critical and/or sensitive projects and priority initiatives; tasks include, but are not limited to, research, analysis, and reports, monitoring legislative and other intergovernmental activities, and acting as liaison between project stakeholders, City government and the general public; improves the overall economic and physical environment of the City through implementation of better policies, programs, practices, and delivery of private development and capital improvement projects; provides highly responsible and complex staff assistance to assigned City executive management; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from an assigned City executive manager. Exercises no direct supervision over staff.

CLASS CHARACTERISTICS

This Project Management classification is responsible for performing diverse, specialized, and complex work involving accountability and decision-making; areas of responsibility include the recommendation and implementation of policies, procedures, goals, objectives, priorities, and standards, budget development and administration and management of administrative or capital improvement projects. Incumbents serve as a professional-level resource for organizational, managerial, and operational analyses and studies. Performance of the work requires the use of considerable independence, initiative, and discretion within broad guidelines.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Reviews, develops, proposes, and implements goals, objectives, policies, and priorities for assigned projects including the preparation and administration of budgets, work programs, staffing plans, and contracts.
- Oversees and facilitates implementation and completion of special and complex projects as assigned; conducts technical and administrative analysis on programs and services; identifies and recommends changes in organizational design and measures to improve efficiency of operations.
- Directs, coordinates, and oversees the activities of interdepartmental teams, consultants, and contractors in the completion of projects and special activities.
- Resolves problems and issues; ensures internal staff or external consultants or contractors assigned to projects provide a high degree of service.
- Researches, prepares, and presents formal written and oral staff reports to City management, City Council, boards, commissions, committees, and other government agencies.

- Prepares, reviews, and edits City Council staff reports and serves as the liaison between management and staff regarding agenda items review; directs and participates in the preparation of correspondence, reports, resolutions, ordinances, contracts, and presentation materials.
- Analyzes financial reporting processes; participates in the preparation of program, division, and/or department budgets; monitors expenditures and ensures projects do not exceed approved budget; provides cost estimates and analysis for budgeting purposes.
- Researches and identifies public and private grant opportunities and prepares grant applications; applies for funding to implement projects; researches cost estimates for proposed capital improvement projects.
- Prepares, reviews, and coordinates requests for proposals, requests for qualifications, and bid processes; reviews and presents recommendations for selection of contractors; participates in negotiating contracts and agreements between the City and contractors; initiates, drafts, and prepares contracts, agreements, and other legal documents; monitors contract compliance; conducts site visits to inspect contract work in progress.
- Represents the department at various public meetings; meets, interacts, discusses, and negotiates projects with organizational and community leaders, consultants, developers, lenders, stakeholders, consultants, and a variety of federal, state, and local agencies and private organizations.
- Reviews and ensures materials and programs implemented by City departments meet communication quality standards; prepares and disseminates departmental and City-wide communications including flyers and web-based publicity.
- Prepares community surveys; receives and responds to requests for public information from residents, other public agencies, consultants, stakeholders, and the general public at large, particularly if complex or sensitive in nature.
- Establishes and maintains project files, databases, record keeping, and filing systems.
- Observes and complies with City and mandated safety rules, regulations and protocols.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Principles and practices of leadership.
- Principles and practices of public administration.
- Project management principles.
- Principles and practices of contract negotiation, management and administration.
- Mathematical concepts.
- The City's procurement processes.
- Functions, authority, and responsibilities of an elected City Council.
- Rules governing the conduct of public meetings.
- Principles and practices of budget development and administration.
- Principles and practices of grant funding and management.
- Methods and techniques of research, statistical analysis, report preparation, and presentations.
- Applicable federal, state, and local codes, ordinances and regulations relevant to assigned areas of responsibility.
- Principles and practices of business letter writing and report preparation.
- Principles and procedures of record keeping, document processing, and filing systems.
- City and mandated safety rules, regulations and protocols.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.

- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.

Ability to:

- Assist in developing and implementing goals, objectives, practices, policies, procedures, and work standards.
- Prepare and administer large project budgets.
- Coordinate and manage assigned programs and programs.
- Prepare plans, specifications, and bid documents.
- Conduct strategic planning for assigned projects.
- Design and implement workflow systems.
- Perform accurate mathematic and statistical calculations.
- Prepare, maintain, and update accurate detailed records and files.
- Prepare clear and concise correspondence and reports on a variety of financial, budgetary, and administrative issues.
- Interpret and evaluate statistical data.
- Research, analyze, and evaluate programs, policies, and procedures; make and implement recommendations for comprehensive, systemic reforms and improvements.
- Handle sensitive and confidential information.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Effectively represent the department and the City in meetings with governmental agencies; community groups; various business, professional, and regulatory organizations; and in meetings with individuals.
- Independently organize work, set priorities, meet critical time deadlines, and follow-up on assignments.
- Use tact, initiative, prudence, and independent judgment within general policy and procedural guidelines.
- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:
Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Education:
Equivalent to a bachelor's degree from an accredited college or university with major coursework in public or business administration, political science, finance, urban and regional planning, or a related field.

Experience:
Five (5) years of professional experience within a public agency performing complex and special project work.

Licenses and Certifications:

- Possession of a valid California Driver's License to be maintained throughout employment.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. This is primarily a sedentary office classification although standing in work areas and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 25 pounds.

ENVIRONMENTAL CONDITIONS

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

FEBRUARY 2020
FLSA: NON-EXEMPT

SENIOR TRANSPORTATION DRIVER

DEFINITION

Under direction, leads, trains, oversees, and participates in the more complex and difficult work of a crew responsible for operating buses and vans providing scheduled, special and dial-a-ride transportation services for the public; sets priorities and directs the work of assigned staff on a day-to-day basis; inspects vehicles and equipment for safe operating conditions; provides technical and specialized assistance to the management; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives direction from assigned management and supervisory personnel. Exercises technical and functional direction over and provides training to lower-level staff.

CLASS CHARACTERISTICS

This is the advanced journey-level classification in the Transportation Driver series responsible for performing the most complex work assigned to the series. Incumbents regularly work on tasks which are varied and complex, requiring considerable discretion and independent judgment. Positions in the classification rely on experience and judgment to ensure efficient and effective public transportation services. Assignments are given with general guidelines and incumbents are responsible for establishing objectives, timelines and methods to deliver services. Work is typically reviewed upon completion for soundness, appropriateness, and conformity to policy and requirements.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.

- Provides technical and functional supervision to assigned transportation drivers; reviews and evaluates quality of work; participates in performing routine to complex and specialized public transportation duties; plans, schedules, prioritizes, and assigns transportation driver activities in consultation with the Transportation Coordinator.
- Schedules and regularly performs monitoring activities such as road supervision, vehicle trial checks, fare vault audits and daily vehicle inspections; prepares reports on same for use in staff performance evaluation and development.
- Operates a diverse range of vehicles used to provide scheduled, special and dial-a-ride transit services for the public.
- Picks up and delivers transit passengers; assists disabled passengers in boarding and disembarking using specialized equipment where needed; provides customer service and presents a positive image of the transportation division to the public.
- Operates transit vehicles safely under a variety of weather and road conditions.
- Performs thorough pre- and post-trip vehicle and equipment inspections; ensures that vehicles meet mandated safe operating standards; reports the need for maintenance and repair work.

- Inputs passenger and route information via computerized tablet and/or paper route sheet; checks schedules and routes; notes detours for road closures or special pick-ups; collects correct fare and verifies eligible and valid passes.
- Makes prompt, accurate accident and incident reports; provides first-aid assistance as necessary; contacts supervisor and/or emergency services as directed.
- Uses two-way radio or cellular device to report interruption of service or request medical assistance
- Compiles data on passengers served; assists in preparing and maintaining a variety of records and reports related to services provided.
- Ensures vehicles operated are maintained in a clean and orderly condition; searches vehicle for trash and lost items, sweeps and clean bus windows as needed.
- Responds to questions regarding routes, schedules, transfer points, and fares; refers to supervisor as needed.
- Fuels assigned vehicles.
- Maintains accurate records and logs of daily activities, using appropriate computer software applications.
- Oversees sick coverage and, when assigned, bid route and leave requests; when assigned, receives immediate "driver not reporting for duty" phone calls and locates replacement drivers to ensure sufficient coverage.
- When assigned, responds to the scene of transit vehicle accidents and passenger incidents; provides on the scene assistance to drivers and passengers.
- Ensures staff compliance with City and mandated safety rules, regulations and protocols.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Principles of providing functional direction and training.
- Operational characteristics of a variety of vehicles used to transport passengers including specialized devices for vehicle accessibility.
- Safe driving practices related to the operation of public transit vehicles including buses and vans.
- ADA (American's with Disabilities Act) regulations regarding public transit operations.
- Methods and techniques of conducting daily and routine vehicle safety inspection within established guidelines.
- Basic mathematics and cash handling techniques.
- City geography, maps, streets, landmarks, and driving directions
- Principles and procedures of record keeping.
- City and mandated safety rules, regulations, and protocols.
- Principles and practices of data collection and report preparation.
- Safety equipment and practices related to the work.
- City and mandated safety rules, regulations and protocols.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.

Ability to:

- Plan, organize, and coordinate the work of assigned staff.
- Effectively provide staff leadership and work direction.
- Operate public transit vehicles skillfully and safely including the use of specialized equipment to assist passengers with vehicle accessibility.
- Present a positive public image of the City of El Monte transportation system.
- Respond decisively and effectively in emergency situations.
- Read and interpret maps and schedules.
- Collect and account for fares received.
- Maintain schedules on assigned routes.
- Maintain accurate logs, records, and written records of work performed.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments.
- Use tact, initiative, prudence, and independent judgment within general policy, and procedural, guidelines
- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:
Any combination of training and experience that would provide the required knowledge, skills and abilities is qualifying. A typical way to obtain the required qualifications would be:

Education:
Equivalent to the completion of the twelfth (12th) grade.

Experience:
Three (3) years of experience within the last five (5) years in the safe operation of a transit, paratransit, recreation or school bus.

The minimum age for positions in this classification is twenty-one (21) years.

Licenses and Certifications:

- Possession of, a valid California School Bus Certificate or Commercial Class B Driver's License with Passenger Endorsement, Verification of Transit Training (VTT) Certificate, Air Brake endorsement, and current California Department of Motor Vehicle Medical Certificate, to be maintained throughout employment.
- Possession of or ability to obtain within one (1) year, a CPR and First Aid certification to be maintained throughout employment.

PHYSICAL DEMANDS

Must possess mobility to work in a predominantly vehicle driving/operation environment; to operate a motor vehicle and drive on highways, surface streets and city roads in light to heavy traffic conditions; strength, stamina, and mobility to perform medium to heavy physical work; vision to read printed

materials and a computer screen; vehicle operation visual requirements include near and distance, color vision, night vision, peripheral vision, depth perception and the ability to adjust focus; and hearing and speech to communicate in person and over the telephone or radio. The job involves sitting for long periods of time while operating vehicles, and walking on multiple types of surfaces to inspect vehicles and assist passengers. Finger dexterity, reaching with hands and arms, and using leg/foot to reach or handle vehicle controls and lifting devices to operate assigned equipment is needed. Positions in this classification bend, stoop, kneel, reach, and climb to perform work and inspect work vehicles. Employees must possess the ability to lift, carry, push, and pull materials and objects averaging a weight of 50 pounds or heavier weights, in all cases with the use of proper equipment and/or assistance from other staff.

ENVIRONMENTAL ELEMENTS

Employees primarily work in a driving environment and are frequently exposed to road and traffic conditions, loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, vibration, chemicals, and fumes, hazardous substances Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.

FEBRUARY 2020
FLSA: NON-EXEMPT

TRANSPORTATION COORDINATOR

DEFINITION

Under direction, plans, schedules, assigns, reviews and supervises the work of staff performing transportation service duties within the Transportation Division; plans, and coordinates a comprehensive transportation services program including transit, paratransit and recreation programs; coordinates and monitors maintenance of fleet vehicles; provides complex staff assistance to management staff in areas of expertise; and performs related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from assigned management personnel. Exercises direct supervision over technical and administrative staff.

CLASS CHARACTERISTICS

This is the full supervisory-level class that exercises independent judgment on diverse and specialized transportation services and program activities with accountability and ongoing decision-making responsibilities associated with the work. Incumbents are responsible for planning, organizing, supervising, reviewing, and evaluating the work of staff and for providing technical support to management in a variety of areas. Performance of the work requires the use of independence, initiative, and discretion within established guidelines.

EXAMPLES OF TYPICAL JOB FUNCTIONS (Illustrative Only)

Management reserves the right to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations where appropriate so that qualified employees can perform the essential functions of the job.

- Plans, organizes, assigns, supervises, and reviews the work of transportation services staff in the Transportation Division; trains staff in work procedures; evaluates employee performance, counsels employees, and effectively recommends initial disciplinary action; assists in selection and promotion.
- Oversees daily operational activities; performs all scheduling tasks associated with drivers such as, bid routes, leave requests, sick coverage; locates replacement drivers to ensure sufficient coverage.
- Participates in the development of goals, objectives, policies and procedures for assigned services and programs; recommends and implements policies and procedures including standard operating procedures for assigned operations.
- Monitors activities of the transportation systems work unit; identifies opportunities for improving service delivery and procedures; provides recommendations concerning process changes; reviews with appropriate management staff; implements improvements.
- Coordinates assigned services and operations with those of other divisions and outside agencies.
- Participates in annual budget preparation; identifies resource needs; prepares detailed cost estimates with appropriate justifications; monitors expenditures.
- Answers questions and provides information to the public; investigates and responds to complaints and inquiries from citizens, other departments, and agencies; recommends corrective actions to resolve issues.

- Coordinates ongoing Vehicle Preventive Maintenance Program in compliance with CHP and all other regulatory agencies while meeting the demand of transit, paratransit and recreation programs' vehicle needs.
- Coordinates, monitors and documents daily maintenance of fleet vehicles; drives or delivers vehicles to off-site facilities for repairs/inspections.
- Assists with the coordination of the City's Alternative Fuels Program, including monitoring and evaluation of infrastructure and fueling equipment, training and coordinating use with other City agencies, divisions, departments and contractors, and assisting with the procurement of alternative fuel vehicles.
- Schedules and regularly performs monitoring activities such as vehicle trial checks, fare vault audits and daily vehicle inspections; prepares reports on same for use in staff performance evaluation and development.
- Ensures the provision of safety training for all assigned staff; provides training for driver certification and maintenance of Verification Transit Training (VTT) certificate, Class B, passenger and air brake endorsement; documents all training in the driver training records; acts as liaison with CHP and DMV regarding certification and training record documentation.
- Maintains files, databases, and records related to meet mandated requirements; prepares a variety of written reports, memoranda, and correspondence.
- Represents the City in meetings with members of other public and private organizations, community groups, contractors, developers, and the public.
- Ensures staff compliance with all City and mandated safety rules, regulations, and protocols.
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Principles and practices of employee supervision, including work planning, assignment, review and evaluation, discipline, and the training of staff in work procedures.
- Principles and practices of leadership.
- Principles and techniques for working with groups and fostering effective team interaction to ensure teamwork is conducted smoothly.
- Basic principles and practices of budget administration and monitoring.
- Principles, practices, methods, and techniques of municipal transportation systems including alternative fuel programs and vehicle maintenance.
- Operational characteristics of vehicles and equipment used in transit agencies.
- Methods and techniques of operator maintenance and vehicle safety inspection.
- Methods and techniques of resolving day-to-day transit operational issues.
- Emergency response procedures including First Aid and CPR.
- Applicable federal, state, and local laws, rules, regulations, and procedures relevant to assigned areas of responsibility.
- Principles and procedures of record keeping.
- City and mandated safety rules, regulations and protocols.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed.
- The structure and content of the English language, including the meaning and spelling of words, rules of composition, and grammar.

Ability to:

- Assist in developing and implementing goals, objectives, practices, policies, procedures, and work standards.
- Select and supervise staff, provide training and development opportunities, ensure work is performed effectively, and evaluate performance in an objective and positive manner.
- Understand, interpret, and apply all pertinent laws, codes, regulations, policies and procedures, and standards relevant to work performed.
- Perform the most complex transportation services duties.
- Present a positive image of the transit system.
- Operate public transit vehicles skillfully and safely.
- Demonstrate excellent customer service skills.
- Respond decisively and effectively in resolving problems and emergency situations.
- Research, analyze, and evaluate new service delivery methods, procedures, and techniques.
- Respond to complaints or inquiries from citizens, staff, and outside organizations.
- Prepare clear, effective, and accurate reports, correspondence, and other written materials.
- Maintain accurate logs, records, and written records of work performed.
- Organize and prioritize a variety of projects and multiple tasks in an effective and timely manner; organize own work, set priorities, and meet critical time deadlines.
- Use tact, initiative, prudence, and independent judgment within general policy and procedural guidelines.
- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks.
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar and syntax.
- Establish, maintain, and foster positive and effective working relationships with those contacted in the course of work.

Education and Experience:
Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

Education:
Equivalent to completion of the twelfth (12th) grade.

Experience:
Five (5) years of increasingly responsible experience in public transit and paratransit services, including two (2) years in a supervisory or lead capacity.

Licenses and Certifications:

- Possession of a valid Commercial (Class A or B) California Driver's License with air brake certification and passenger endorsement to be maintained throughout employment.
- Possession of a CPR and first aid certification to be maintained throughout employment.
- Possession of a Verification Transit Training (VTT) certification.
- Current California Department of Motor Vehicle Medical Certification.

PHYSICAL DEMANDS

Must possess mobility to work in a standard office setting and use standard office equipment, including a computer; to operate a motor vehicle and visit various City sites; vision to read printed materials and a

computer screen; and hearing and speech to communicate in person and over the telephone. This is primarily a sedentary office classification although standing in work areas and walking between work areas may be required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and to operate standard office equipment. Positions in this classification occasionally bend, stoop, kneel, reach, push, and pull drawers open and closed to retrieve and file information. Employees must possess the ability to lift, carry, push, and pull materials and objects up to 25 pounds.

ENVIRONMENTAL CONDITIONS

Employees work in an office environment with moderate noise levels, controlled temperature conditions, and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing departmental policies and procedures.