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Section One

Introduction

City Leadership



Jody Schulz
Mayor
District 3



Vinh Truong
Mayor Pro Tem
District 2



Margaret Finlay
Councilmember
District 1



Tera Martin Del Campo
Councilmember
District 4



Samuel Kang
Councilmember
District 5



Cesar Garcia
Councilmember
District 6



Toney Lewis
Councilmember
District 7

Appointed Officials

Brian Villalobos, City Manager
Thai Viet Phan, City Attorney

Other Management

Kristen Petersen, Assistant City Manager/Director of Administrative Services
Craig Hensley, Director of Community Development
Manuel Enriquez, Director of Parks and Recreation
Larry Breceda, Director of Public Safety Services
Annette Juarez, City Clerk

Duarte at a Glance



Mission Statement

With integrity and transparency, the City of Duarte provides exemplary public services in a caring and fiscally responsible manner with a commitment to our community's future.

About

The City of Duarte is a small progressive community located at the base of the picturesque San Gabriel Mountains, approximately 21 miles northeast of Los Angeles. At 6.8 square miles and a population of 21,721, Duarte is a richly diverse community with stable neighborhoods and friendly neighbors.

Duarte is well known to be the “City of Health,” and is also a host to a world-renowned cancer research center City of Hope, a nationally recognized hospital dedicated on improving the physical and mental well-being of its residents.

Duarte has lush green foothills, beautiful community parks, a scenic walking trail, biking trails, and recreational gathering places, which enhance the livability of the community.

Organizational Structure





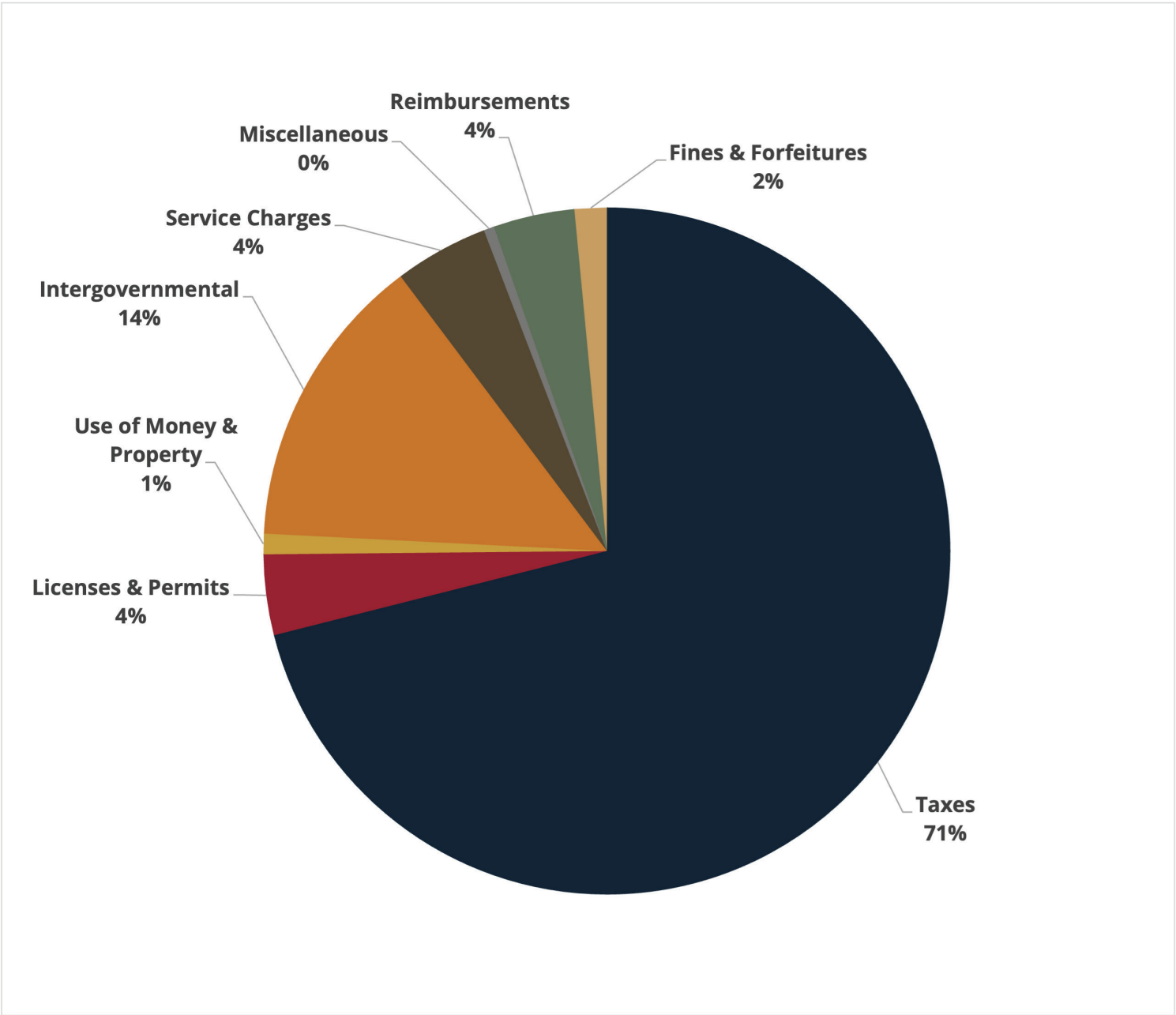
Section Two

Financial Summaries

Summary of Revenues, Expenditures, Transfers, and Fund Balances

	Fund Balance June 30, 2023	Revenues	Transfers In	Total Available	Expenditures	Transfers Out	Total Deductions	Fund Balance June 30, 2024
GENERAL FUND	30,530,978	21,821,500	0	52,352,478	22,487,500	841,400	23,328,900	29,023,578
SPECIAL REVENUE FUNDS								
State Gasoline Tax	1,944,173	669,900	0	2,614,073	984,000	0	984,000	1,630,073
SB1/RMRA	838,301	548,000	0	1,386,301	642,000	0	642,000	744,301
Landscaping & Lighting	48,947	1,007,300	620,500	1,676,747	1,677,400	0	1,677,400	(653)
Community Dev. Block Grant	0	19,900	0	19,900	19,900	0	19,900	0
Public Access Government Fee	24,139	33,500	0	57,639	0	0	0	57,639
Supplemental Law Enf.	0	163,000	0	163,000	163,000	0	163,000	0
Bicycle & Ped. Safety	0	40,000	0	40,000	40,000	0	40,000	0
Air Quality Mgmt.	146,052	30,400	0	176,452	24,000	0	24,000	152,452
Park Development Grant	0	564,000	0	564,000	564,000	0	564,000	0
Quimby Act	67,633	1,600	0	69,233	0	0	0	69,233
Proposition A	810,577	663,300	0	1,473,877	567,000	0	567,000	906,877
Proposition C	176,026	534,100	0	710,126	458,800	0	458,800	251,326
Measure R	700,393	412,500	0	1,112,893	498,000	0	498,000	614,893
Measure M	709,587	443,100	0	1,152,687	288,000	0	288,000	864,687
Measure W	190,454	250,600	0	441,054	230,000	0	230,000	211,054
Subtotal	5,656,282	5,381,200	620,500	11,657,982	6,156,100	0	6,156,100	5,501,882
CAPITAL PROJECT FUNDS								
Community Improvement	1,229,204	4,987,600	0	6,216,804	4,988,000	0	4,988,000	1,228,804
Inclusionary Housing	528,416	13,300	0	541,716	0	0	0	541,716
Housing Authority	6,026,012	139,100	0	6,165,112	142,500	0	142,500	6,022,612
Subtotal	7,783,632	5,140,000	0	12,923,632	5,130,500	0	5,130,500	7,793,132
DEBT SERVICE FUNDS								
Infrastructure Modernization	0	0	220,900	220,900	220,900	0	220,900	0
Subtotal	0	0	220,900	220,900	220,900	0	220,900	0
TOTAL ALL FUNDS	43,970,892	32,342,700	841,400	77,154,992	33,995,000	841,400	34,836,400	42,318,592

General Fund Revenue Overview Chart

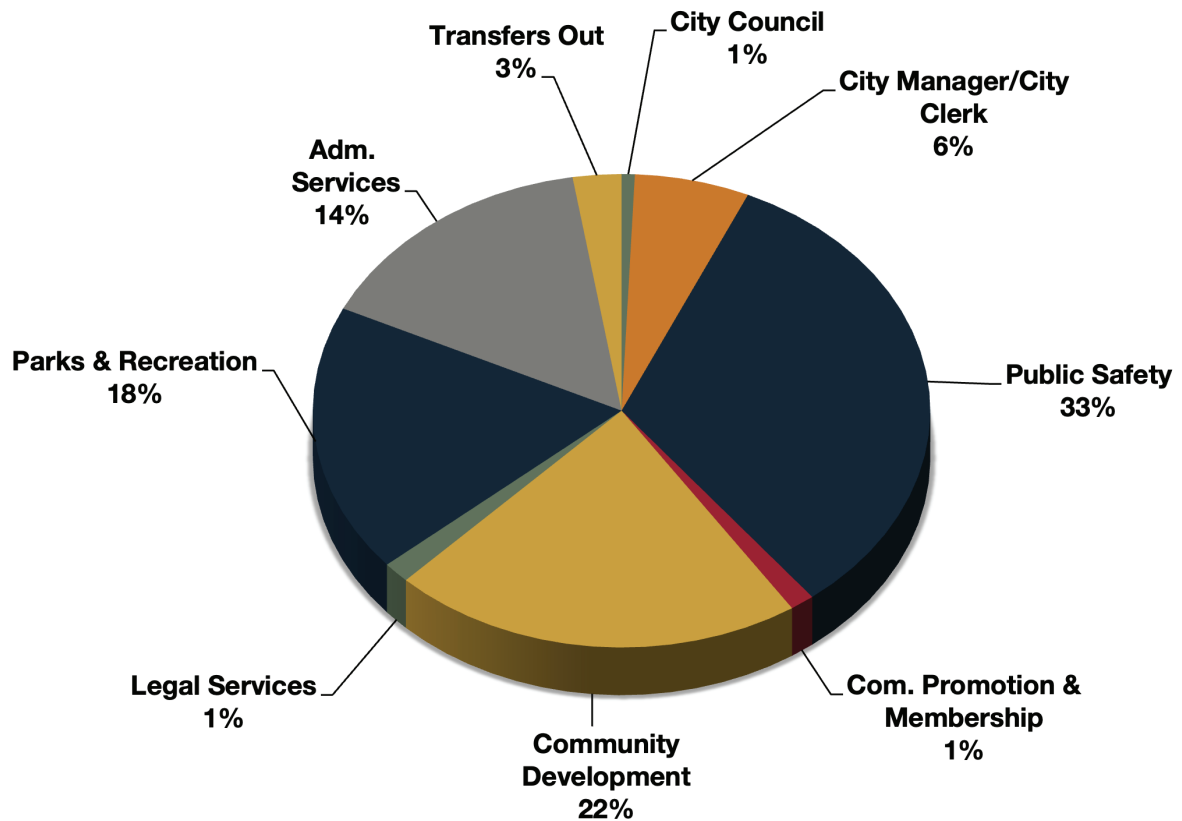


General Fund - Revenue Comparison by Source
Total General Fund Revenues = \$ 21,821,500

Revenues & Other Financing Sources

	FY 2021-22 ACTUAL	FY 2022-23 BUDGET	FY 2022-23 EST. ACTUAL	FY 2023-24 BUDGET
GENERAL FUND				
Taxes	15,350,977	15,455,000	15,802,000	15,505,000
Licenses and Permits	4,326,994	1,067,000	1,057,000	827,000
Fines and Forfeitures	691,627	310,000	335,000	330,000
Use of Money and Property	87,390	255,500	257,900	210,500
Intergovernmental - State	5,649,707	5,415,800	5,685,700	3,041,000
Service Charges - Parks and Rec.	285,011	346,900	321,000	318,300
Service Charges - Other	1,298,632	876,000	640,100	647,000
Miscellaneous	220,874	114,000	239,000	107,500
Reimbursements	601,110	700,200	803,000	835,200
Transfers In	0	0	0	0
Subtotal	28,512,322	24,540,400	25,140,700	21,821,500
SPECIAL REVENUE FUNDS				
State Gasoline Tax	513,273	628,400	595,700	669,900
SB1/RMRA	434,591	489,700	475,700	548,000
Landscaping & Lighting	1,521,267	1,636,800	1,639,671	1,627,800
Community Development Block Grant	5,273	750,000	606,000	148,000
PAEG Fees	32,808	33,000	33,000	33,500
Supplemental Law Enforcement	161,341	160,100	150,100	163,000
Bicycle and Pedestrian Safety	44,047	20,200	20,000	40,000
Air Quality Management	34,281	28,200	35,200	30,400
Park Development Grant	0	576,000	396,000	564,000
Quimby Act	114	100	100	1,600
Transportation - Prop A	586,966	563,100	546,000	663,300
Transportation - Prop C	454,435	434,600	451,600	534,100
Measure R	342,338	327,400	327,300	412,500
Measure M	386,198	369,600	369,600	443,100
Measure W	248,613	250,000	250,000	250,600
Subtotal	4,765,545	6,267,200	5,895,971	6,129,800
CAPITAL PROJECT FUNDS				
Community Improvement	52,255	1,951,700	682,800	4,987,600
Inclusionary Housing	892	700	700	13,300
LA Co Metro (STPL)	0	0	0	0
Housing Authority	8,986	7,700	7,300	139,100
Subtotal	62,133	1,960,100	690,800	5,140,000
DEBT SERVICE FUNDS				
Town Center Debt Service	211	0	0	0
Infrastructure Modernization	220,838	220,900	220,900	220,900
Subtotal	221,049	220,900	220,900	220,900
Total All Funds	33,561,049	32,988,600	31,948,371	33,312,200

General Fund Expenditure Overview Chart



General Fund - Expenditure Comparison by Department
Total General Fund Expenditures = \$ 23,328,900

Expenditures & Other Financing Use

	FY 2021-22 ACTUAL	FY 2022-23 BUDGET	FY 2022-23 EST. ACTUAL	FY 2023-24 BUDGET
GENERAL FUND				
City Council	164,254	200,400	178,500	198,400
City Manager/City Clerk	761,005	1,039,400	989,900	1,209,000
Legal Services	648,690	663,000	624,000	565,000
Comm. Promotions & Memberships	501,984	552,700	529,700	484,900
Public Safety	6,752,388	6,922,800	6,854,400	7,332,100
Community Development	3,178,696	3,422,800	3,097,800	3,377,300
Field Services & Sports Park	778,000	1,213,400	1,199,500	1,213,900
Parks and Recreation	1,516,243	1,883,500	1,876,100	2,012,000
Facilities Maintenance	1,052,236	1,778,500	1,764,500	1,168,100
Administrative Services	4,020,082	4,759,100	4,746,200	4,926,800
Transfers Out	788,688	846,200	843,700	841,400
Subtotal	20,162,266	23,281,800	22,704,300	23,328,900
SPECIAL REVENUE FUNDS				
State Gasoline Tax	381,866	881,200	878,400	984,000
SB1/RMRA	138,331	480,000	480,000	642,000
Landscaping & Lighting	1,523,970	1,688,300	1,693,300	1,677,400
CDBG	7,000	750,000	606,000	28,000
PAEG Fees	19,818	45,000	45,000	0
Supplemental Law Enforcement	161,341	160,100	150,100	163,000
Bicycle and Pedestrian Safety	44,100	20,200	20,000	40,000
Air Quality Management	31,893	20,400	19,300	24,000
Park Development Grant	0	576,000	396,000	564,000
Quimby Act	0	0	0	0
Transportation - Prop A	503,835	559,400	560,700	567,000
Transportation - Prop C	409,712	458,700	458,100	458,800
Measure R	429,092	698,000	698,400	498,000
Measure M	58,200	0	0	288,000
Measure W	108,310	414,000	110,000	230,000
Subtotal	3,817,469	6,751,300	6,115,300	6,164,200
CAPITAL PROJECTS FUND				
Community Improvement	498,479	1,951,000	230,000	4,988,000
LA Co Metro (STPL)	0	0	0	0
Inclusionary Housing	0	0	0	0
Housing Authority	31,477	98,800	56,000	142,500
Subtotal	529,956	2,049,800	286,000	5,130,500
DEBT SERVICE FUNDS				
Town Center Debt Service	152,680	77,500	109,600	0
Infrastructure Modernization	222,033	220,900	220,900	220,900
Subtotal	374,713	298,400	330,500	220,900
Total All Funds	24,884,404	32,381,300	29,436,100	34,844,500

Personnel Summary

	FY 2022-23		FY 2023-24	
	Full-Time	Part-Time	Full-Time	Part-Time
CITY MANAGER/CITY CLERK				
City Manager	1.00	0.00	1.00	0.00
City Clerk	1.00	0.00	1.00	0.00
Assistant to the City Manager	1.00	0.00	1.00	0.00
Management Aide	1.00	0.00	1.00	0.00
Deputy City Clerk	1.00	0.00	1.00	0.00
Department Total	5.00	0.00	5.00	0.00
PUBLIC SAFETY				
Director of Public Safety Services	1.00	0.00	1.00	0.00
Public Safety Manager	1.00	0.00	1.00	0.00
Sr Code Compliance/Animal Control Off.	0.00	0.00	2.00	0.00
Code Compliance/Animal Control Off.	3.00	0.00	1.00	0.00
Crime Prevention Specialist	1.00	0.00	0.75	0.00
Public Safety Outreach Coordinator	1.00	0.00	1.00	0.00
Administrative Secretary	1.00	0.00	1.00	0.00
Clerk/Typist Receptionist	1.00	0.00	1.00	0.00
Community Services Officer	0.00	3.50	0.00	3.50
Animal Control Officer	0.00	1.00	0.00	1.00
College Intern	0.00	0.50	0.00	1.00
Department Total	9.00	5.00	8.75	5.50
PARKS & RECREATION				
Director of Parks & Recreation	1.00	0.00	1.00	0.00
Recreation Supervisor	4.00	0.00	4.00	0.00
Recreation Coordinator	1.00	0.00	1.00	0.00
Administrative Secretary	1.00	0.00	1.00	0.00
Recreation Specialist	0.00	1.50	0.00	1.50
Recreation Leader/Cashier	0.00	10.75	0.00	11.25
Aerobic Instructor	0.00	0.50	0.00	0.50
Pool Manager	0.00	0.50	0.00	0.50
Lifeguard/Instructor	0.00	3.00	0.00	3.25
Computer Lab Instructor	0.00	0.50	0.00	0.50
Boxing Trainer	0.00	0.50	0.00	0.75
Assistant Boxing Trainer	0.00	1.25	0.00	1.25
Department Total	7.00	18.50	7.00	19.50

Personnel Summary

	FY 2022-23		FY 2023-24	
	Full-Time	Part-Time	Full-Time	Part-Time
FACILITY MAINTENANCE				
Facilities Maintenance Supervisor	1.00	0.00	1.00	0.00
Custodian	0.00	5.50	0.00	5.50
Department Total	1.00	5.50	1.00	5.50
COMMUNITY DEVELOPMENT				
Director of Community Development	1.00	0.00	1.00	0.00
Planning Manager	1.00	0.00	1.00	0.00
Associate Planner	2.00	0.00	2.00	0.00
Public Works Manager	1.00	0.00	1.00	0.00
Assistant Civil Engineer	2.00	0.00	2.00	0.00
Administrative Secretary	1.00	0.00	1.00	0.00
Building Permit Technician	1.00	0.00	1.00	0.00
College Intern	0.00	0.50	0.00	0.50
Department Total	9.00	0.50	9.00	0.50
FIELD SERVICES				
Field Services Manager	1.00	0.00	1.00	0.00
Senior Maintenance Technician	4.00	0.00	4.00	0.00
Department Total	5.00	0.00	5.00	0.00
ADMINISTRATIVE SERVICES				
Asst. City Manager/Dir.of Admin Services	1.00	0.00	1.00	0.00
Financial Services Manager	1.00	0.00	1.00	0.00
Transportation Supervisor	1.00	0.00	1.00	0.00
Accountant	1.00	0.00	1.00	0.00
Accounting Specialist	1.00	0.00	1.00	0.00
Administrative Secretary	1.00	0.00	1.00	0.00
Human Resources Specialist	1.00	0.00	1.00	0.00
College Intern	0.00	0.50	0.00	0.50
Department Total	7.00	0.50	7.00	0.50
CITY TOTAL	43.00	30.00	42.75	31.50



Section Three

General City Budget

General Fund

The General Fund is used to account for all City resources that are not required by law or sound financial management practice to be accounted for in another fund. Principal sources of revenue include sales tax, property taxes, licenses and permits, State shared revenues, and charges for inter-fund services. General Fund resources are used by the City to provide a broad range of services including most of those traditional to local government. These services are described in detail in the pages that follow.

General Fund Revenues and Reimbursements

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Taxes					
100-4001	General Property Tax	2,643,191	2,621,000	3,100,000	3,130,000
100-4002	Sales and Use Tax - 19061	6,623,019	6,863,000	6,412,000	6,000,000
100-4003	Franchise Tax	1,278,597	1,200,000	1,200,000	1,290,000
100-4004	Business License Tax	359,607	306,000	306,000	310,000
100-4005	Transient Occupancy Tax	246,762	370,000	460,000	700,000
100-4006	Real Property Transfer Tax	104,922	80,000	75,000	75,000
100-4008	Sales and Use Tax - 783	4,094,880	4,015,000	4,249,000	4,000,000
	Total Taxes	15,350,978	15,455,000	15,802,000	15,505,000
Licenses and Permits					
100-4201	Building Permits	3,880,031	750,000	750,000	500,000
100-4202	Engineering Permits	265,699	150,000	150,000	150,000
100-4203	Industrial Waste Permits	63,254	40,000	40,000	50,000
100-4204	Animal Licenses	64,833	65,000	65,000	65,000
100-4205	Parking Permits	51,327	60,000	50,000	60,000
100-4206	Sign Permits	1,850	2,000	2,000	2,000
	Total Licenses and Permits	4,326,994	1,067,000	1,057,000	827,000
Fines and Forfeitures					
100-4301	Traffic Fines	28,259	20,000	20,000	20,000
100-4302	Parking Citations	312,887	260,000	280,000	275,000
100-4303	Other Fines	350,481	30,000	35,000	35,000
	Total Fines and Forfeitures	691,627	310,000	335,000	330,000
Use of Money & Property					
100-4401	Interest Earnings	18,702	16,100	16,500	311,000
100-4402	Community Center Rentals	18,178	17,000	22,000	23,000
100-4403	Swimming Pool Rentals	8,808	8,000	8,000	9,500
100-4404	Other Building Rentals	4,459	4,000	11,000	11,000
100-4405	Chamber Building Rental	3,000	6,000	6,000	6,000
100-4406	Restroom & Gazebo Rentals	37,245	28,000	25,000	30,000
100-4407	Sports Field Rentals	54,252	40,000	33,000	45,000
100-4408	Property Rental	142,040	136,400	136,400	150,000
100-4411	Interest (GASB 31)	(199,293)	0	0	(375,000)
	Total Use of Money & Property	87,391	255,500	257,900	210,500

General Fund Revenues and Reimbursements

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Intergovernmental					
100-4503	Other Federal Grants	2,544,238	2,544,200	2,634,200	0
100-4601	Motor Vehicle License Fees	2,562,777	2,638,000	2,760,000	2,870,400
100-4604	Public Safety Augmentation	153,496	150,000	150,000	150,000
100-4611	Grant Programs	39,691	0	0	0
100-4613	Other State Grants	212,105	78,000	136,000	15,000
100-4615	Recycling Grant	9,257	5,600	5,500	5,600
100-4616	America's Promise Grant	21,859	0	0	0
100-4618	Local Grants	106,283	0	0	0
	Total Intergovernmental	5,649,706	5,415,800	5,685,700	3,041,000
Service Charges - Parks and Recreation					
100-4801	Adult & Youth Recreation Class Fees	46,722	34,800	34,800	37,400
100-4802	Racquetball Court Fees	2,585	2,000	2,500	2,100
100-4803	Open Swim Fees	19,627	23,700	23,700	18,000
100-4804	Swim Team Fees	8,056	6,000	13,000	21,900
100-4805	Fitness Center Fees	4,143	14,000	6,000	8,000
100-4806	Adult Excursion Fees	9,235	39,000	20,000	21,000
100-4807	Health Membership Fees	30,970	24,000	26,000	26,600
100-4808	Swim Lesson Fees	32,381	61,600	61,600	49,500
100-4809	Sports Program Fees	17,342	19,400	17,900	21,600
100-4810	Teen Center Fees	5,870	6,400	4,700	3,600
100-4811	Boxing Fees	8,992	11,700	17,800	10,500
100-4812	Senior Center Fees	9,977	23,400	20,000	21,200
100-4813	Other Park & Recreation Fees	9,453	5,000	5,000	8,000
100-4814	Teen Excursion Fees	300	4,800	200	2,400
100-4815	Day Camp Fees	72,072	61,800	61,800	60,000
100-4816	Senior Recreation Class Fees	7,288	9,300	6,000	6,500
	Total Service Charges - P&R	285,013	346,900	321,000	318,300
Service Charges - Other					
100-4901	Plan Check Fees	1,132,264	750,000	500,000	500,000
100-4902	Waste Management Fees	73,945	77,000	79,000	80,000
100-4903	Business Lic Application Fees	12,600	11,000	11,000	11,000
100-4904	Zoning Fees	71,524	30,000	45,000	50,000
100-4905	DUI Fees	2,419	1,000	1,100	1,000
100-4907	Auto Impound Fees	5,880	7,000	4,000	5,000
	Total Service Charges - Other	1,298,632	876,000	640,100	647,000

General Fund Revenues and Reimbursements

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Miscellaneous					
100-5004	Other Revenue	215,992	100,000	230,000	100,000
100-5005	Taxable Sales	140	0	0	0
100-5006	Concerts in the Park	4,741	14,000	9,000	7,500
	Total Miscellaneous	220,873	114,000	239,000	107,500
Reimbursements					
100-5102	Reimbursements - Gas Tax	63,644	120,200	146,400	164,000
100-5103	Reimbursements - Prop. A & C	88,800	46,800	84,900	90,000
100-5105	Reimb. - Landscaping & Lighting	343,200	343,200	343,200	343,200
100-5106	Reimbursements - Measure R	71,515	110,000	116,400	83,000
100-5107	Reimbursements - AQMD	0	0	0	0
100-5108	Reimbursements - Measure M	9,700	0	0	48,000
100-5109	Reimbursements - SB1/RMRA	23,055	80,000	80,000	107,000
100-6911	Transfer In - Other	1,196	0	32,100	0
	Total Reimbursements	601,110	700,200	803,000	835,200
	Total General Fund Revenue	28,512,324	24,540,400	25,140,700	21,821,500

City Council

The Duarte City Council is comprised of seven Councilmembers who are directly elected by the voters in each of the seven districts. The Council serves as a legislative body for both the City and the Housing Authority. As such, it is responsible for the establishment of City policies, the adoption of ordinances and resolutions, the holding of public hearings, the adoption of the budget, the authorization of expenditures, and the appointment of the City Manager, City Attorney, and members of the City commissions and committees.

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Salaries					
1005-7002	Regular Salaries	57,353	58,000	56,000	63,000
	Total Salaries	57,353	58,000	56,000	63,000
Fringe Benefits					
1005-7071	Health Insurance	72,483	97,000	76,000	80,000
1005-7072	Retirement	3,244	3,300	2,400	2,600
1005-7073	Disability Insurance	303	300	300	300
1005-7074	Life Insurance	119	100	100	100
1005-7075	Vision	1,373	1,500	1,700	1,500
1005-7077	Medicare	842	700	900	900
1005-7078	Dental	9,389	10,000	11,100	10,000
	Total Fringe Benefits	87,753	112,900	92,500	95,400
	Total Personnel	145,106	170,900	148,500	158,400
Services and Supplies					
1005-7614	Office Supplies	0	3,500	3,500	3,500
1005-7640	Council Expenses - Garcia	3,500	3,500	3,500	5,000
1005-7641	Council Expenses - Martin Del Campo	0	0	3,500	5,000
1005-7642	Council Expenses - Finlay	3,993	4,000	4,000	5,000
1005-7643	Council Expenses - Truong	2,296	3,500	3,500	5,000
1005-7644	Council Expenses - Schulz	1,265	3,500	4,000	5,500
1005-7646	Council Expenses - Paras	2,332	3,500	0	0
1005-7647	Council Expenses - Reilly	0	0	0	0
1005-7648	Council Expenses - Kang	3,284	3,500	3,500	5,000
1005-7649	Council Expenses - Urias	650	0	0	0
1005-7650	Council Expenses - Lewis	900	3,500	3,500	5,000
1005-7980	Other Expenses	928	1,000	1,000	1,000
	Total Services and Supplies	19,148	29,500	30,000	40,000
	Total City Council	164,254	200,400	178,500	198,400

City Manager/City Clerk



The City Manager, appointed by the City Council, is responsible for implementing the policies and directives of both the City Council and the Housing Authority, and for overseeing the activities of the City's various Departments and programs. Tasks include identifying community problems and appropriate solutions, making policy recommendations to the City Council, facilitating public participation in the governmental process, and representing the City in legislative actions, environmental issues, emergency management, public information, and interactions with other governmental entities. The City Manager also serves as the Executive Director and Secretary of the Housing Authority. Additional staff within the City Manager's office includes an Assistant to the City Manager/Public Information Officer, City Clerk, a Deputy City Clerk, and a Management Aide.

The City Clerk, supervised by the City Manager, is responsible for the City Council and Housing Authority agenda preparation, follow-up on Council and Authority actions, preparation of minutes for City Council and Housing Authority meetings, recordation of all official documents, publication and posting of public notices, and administration of municipal elections.

City Manager/City Clerk

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Salaries					
1010-7002	Regular Salaries	496,527	585,300	580,300	586,000
1010-7003	Part-Time/Temp Salaries	13,034	0	0	0
1010-7030	Overtime	3,286	0	2,000	2,000
	Total Salaries	512,847	585,300	582,300	588,000
Fringe Benefits					
1010-7071	Health Insurance	53,589	79,600	70,900	71,000
1010-7072	Retirement	40,861	47,800	48,900	65,000
1010-7073	Disability Insurance	2,674	2,700	2,800	3,000
1010-7074	Life Insurance	779	1,000	1,000	1,000
1010-7075	Vision	606	900	800	800
1010-7076	Tuition Reimbursement	0	0	0	0
1010-7077	Medicare	7,327	8,000	8,400	9,000
1010-7078	Dental	4,613	5,900	5,200	6,000
	Total Fringe Benefits	110,449	145,900	138,000	155,800
	Total Personnel	623,296	731,200	720,300	743,800
Services and Supplies					
1010-7610	Travel, Meetings and Conferences	2,342	11,000	11,000	15,000
1010-7612	Publications	5,636	8,000	8,000	12,000
1010-7614	Office Supplies	820	2,000	2,000	2,000
1010-7651	Election Services	509	91,600	91,600	86,000
1010-7670	Legal Notices	31,448	20,000	20,000	20,000
1010-7685	Technology Services	26,801	32,600	37,000	30,200
1010-7965	Professional Expenses	45,661	120,000	70,000	270,000
1010-7980	Other Expenses	24,493	23,000	30,000	30,000
	Total Services and Supplies	137,710	308,200	269,600	465,200
	Total City Manager/City Clerk	761,006	1,039,400	989,900	1,209,000

Legal Services

The City Attorney, appointed by the City Council, represents the City Council, Housing Authority, and staff in all matters of law pertaining to their offices. Activities include the representation of elected officials and staff in civil actions and proceedings, attendance at meetings of the City Council and Housing Authority, and the preparation or review of legal documents such as contracts, deeds, ordinances, and resolutions. The City Council contracts separately for legal counsel on issues related to Labor and Code Enforcement.

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Services and Supplies					
1015-7680	City Attorney	112,875	150,000	150,000	150,000
1015-7682	Labor Counsel	56,431	54,000	54,000	100,000
1015-7684	Code Enforcement	145,493	209,000	220,000	215,000
1015-7686	Other Legal Services	333,891	250,000	200,000	100,000
	Total Services and Supplies	648,690	663,000	624,000	565,000
	Total Legal Services	648,690	663,000	624,000	565,000

Community Promotions and Memberships

The Community Promotions section of the budget provides funding for a variety of community programs, special events, and one-time projects. Examples include monies allocated for the Duarte Chamber of Commerce, DCTV, City Website, and Special Community Events. Funding is also provided for various public information activities.

The Memberships section of the budget provides funding for the City's participation in local, regional, and national organizations that promote programs, legislation, and management practices that serve the best interests of the community. Examples include the San Gabriel Valley Council of Governments, League of California Cities, San Gabriel Valley Economic Partnership, and Contract Cities Association.

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Services and Supplies					
1020-7710	Chamber of Commerce	89,300	134,300	134,300	119,500
1020-7711	Employee Recognition Committee	14,622	12,000	14,000	14,000
1020-7712	Community Information	114,797	130,000	140,000	140,000
1020-7713	Duarte Historical Museum	13,717	12,000	27,800	18,000
1020-7716	Special Community Events	69,763	54,000	58,000	46,000
1020-7717	Route 66 Parade	0	10,000	0	0
1020-7718	City Newsletter	25,539	35,600	13,000	0
1020-7719	Volunteer Recognition	5,422	4,000	4,000	4,000
1020-7720	PEG Channel & Public Access	26,858	63,000	35,800	41,600
1020-7722	City Website	58,182	15,000	15,000	12,000
1020-7724	Post Office Parking	17,810	15,000	16,000	16,500
1020-7726	Council Cablecasting	13,620	13,000	13,000	13,000
1020-7980	Other Expenses	12,496	15,000	15,000	15,000
	Total Services and Supplies	462,126	512,900	485,900	439,600
	Total Community Promotions	462,126	512,900	485,900	439,600
Memberships					
Services and Supplies					
1025-7696	SGV Council of Government	13,128	13,200	13,900	14,000
1025-7698	SCAG	2,420	2,400	2,400	2,500
1025-7699	League of California Cities	10,276	10,000	10,300	11,000
1025-7700	SGV Economic Partnership	2,625	2,600	2,600	2,700
1025-7701	Area D Civil Defense	1,102	1,300	1,300	1,300
1025-7702	National League of Cities	2,004	2,000	2,000	2,100
1025-7703	Contract Cities Association	3,600	3,600	3,800	4,000
1025-7705	LAFCO Membership	584	600	700	800
1025-7706	MADIA	300	300	300	300
1025-7707	LARA membership	3,819	3,800	6,500	6,600
	Total Services and Supplies	39,858	39,800	43,800	45,300
	Total Memberships	39,858	39,800	43,800	45,300
	Total Community Prom. & Member.	501,984	552,700	529,700	484,900

Public Safety Department



The Public Safety Department oversees a variety of traditional police services including patrol, traffic enforcement, investigations, and special enforcement provided by the Los Angeles County Sheriff's Department. In addition, the Department also monitors a juvenile Prevention Intervention Program provided by the Los Angeles County Probation Department.

Other services provided by the Department include animal control, residential and business municipal code compliance, parking enforcement, school crossing guards, crime prevention, and emergency preparedness. Adult (Community Emergency Response Team - CERT) and youth (Duarte Area Resource Team - DART) volunteer groups assist with a variety of activities, which complement the Department.

Public Safety Department

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Salaries					
1205-7002	Regular Salaries	846,801	882,000	865,500	835,000
1205-7003	Part-Time/Temp Salaries	99,439	226,400	197,300	250,000
1205-7030	Overtime	14,807	25,000	30,000	30,000
	Total Salaries	961,047	1,133,400	1,092,800	1,115,000
Fringe Benefits					
1205-7071	Health Insurance	90,209	114,000	105,500	100,000
1205-7072	Retirement	92,541	96,100	95,300	105,000
1205-7073	Disability Insurance	4,867	4,000	4,000	3,900
1205-7074	Life Insurance	1,305	1,300	1,300	1,300
1205-7075	Vision	1,445	1,900	1,900	1,700
1205-7076	Tuition Reimbursement	3,000	3,000	3,000	3,000
1205-7077	Medicare	13,722	15,500	15,400	16,000
1205-7078	Dental	10,211	12,400	12,000	12,000
	Total Fringe Benefits	217,300	248,200	238,400	242,900
	Total Personnel	1,178,347	1,381,600	1,331,200	1,357,900

Public Safety Department

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Services and Supplies					
1205-7610	Travel, Meetings and Conferences	4,288	5,000	7,500	7,500
1205-7612	Publications	2,205	3,500	3,500	3,500
1205-7613	Duplication and Photos	50	2,000	2,000	2,000
1205-7614	Office Supplies	2,216	3,000	3,000	3,000
1205-7615	Emergency Supplies	21,729	30,000	30,000	30,000
1205-7636	Uniforms	2,691	4,000	4,000	3,500
1205-7650	Vehicle Maintenance	25,946	27,000	27,000	27,000
1205-7655	Emergency Services	23,511	27,000	27,000	29,000
1205-7694	Public Safety Commission	0	200	200	200
1205-7760	Homeless Outreach Program	113,907	24,500	24,500	19,500
1205-7761	Parking Ticket Collections	93,046	115,000	115,000	115,000
1205-7762	Parking Pass Kiosk	5,089	5,000	5,000	7,000
1205-7779	Youth Programs	27,196	25,000	30,000	40,000
1205-7780	Animal Control	81,151	83,000	83,000	92,000
1205-7781	Contract Law Enforcement	4,829,208	4,837,300	4,797,300	5,222,500
1205-7782	Crossing Guard Contract	40,680	53,000	53,000	58,000
1205-7783	GAPP Program	112,057	109,000	109,000	109,000
1205-7784	Prisoner Maintenance	0	3,000	3,000	3,000
1205-7787	Public Safety Center Lease	147,869	153,500	155,000	160,000
1205-7814	Nuisance Abatement	0	0	5,000	5,000
1205-7823	Code/Animal Control Data System	8,295	8,700	8,700	10,000
1205-7887	Repairs and Maintenance	503	3,500	3,500	3,500
1205-7980	Other Expenses	31,278	11,000	19,000	20,000
	Total Services and Supplies	5,572,915	5,533,200	5,515,200	5,970,200
Capital Outlay					
1205-8030	Other Equipment	1,130	7,000	7,000	3,000
1205-8100	Other Capital Improvements	0	1,000	1,000	1,000
	Total Capital Outlay	1,130	8,000	8,000	4,000
	Total Public Safety	6,752,392	6,922,800	6,854,400	7,332,100

Community Development Department



The Community Development Department is comprised of four divisions: Planning, Engineering/Public Works, Building and Safety, and Field Services.. The Planning Division provides development assistance to the community and helps to guide the physical development of Duarte, including implementation of the General Plan and administration of the Development Code. The Planning Division is responsible for the review of land use applications such as subdivisions, zone changes, conditional use permits, and the Architectural Review process.

The Planning Division also manages the City's Housing Authority and CDBG programs, and is responsible for the City's economic development activities. The Engineering/Public Works Division manages local capital improvement projects, issues permits and inspects work in the public right-of-way, inspects grading, paving, and utility installations, monitors local traffic and circulation issues, works to improve traffic flow, and safety, and assists the Traffic Safety Commission. The Building and Safety Division provides plan check and inspection services for local construction projects. The Field Services Division provides various maintenance activities, including landscape maintenance and tree trimming, street light repair, sewer, and storm drain maintenance, street markings, and brush clearance on City-owned open space.

Community Development Department

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Salaries					
1405-7002	Regular Salaries	957,264	1,024,400	895,000	992,000
1405-7003	Part-Time/Temp Salaries	6,499	18,400	18,400	20,000
1405-7030	Overtime	1,547	0	0	0
	Total Salaries	965,310	1,042,800	913,400	1,012,000
Fringe Benefits					
1405-7071	Health Insurance	84,169	116,000	121,700	134,000
1405-7072	Retirement	96,339	101,700	85,000	100,000
1405-7073	Disability Insurance	5,747	4,700	4,200	4,700
1405-7074	Life Insurance	1,549	1,600	1,400	1,600
1405-7075	Vision	1,509	1,900	1,800	2,000
1405-7076	Tuition Reimbursement	1,564	6,000	6,000	6,000
1405-7077	Medicare	13,792	14,000	13,200	15,000
1405-7078	Dental	10,663	13,100	11,100	12,000
	Total Fringe Benefits	215,332	259,000	244,400	275,300
	Total Personnel	1,180,642	1,301,800	1,157,800	1,287,300
Services and Supplies					
1405-7610	Travel, Meetings and Conferences	2,393	8,000	8,000	8,000
1405-7612	Publications	6,801	8,000	8,000	9,000
1405-7613	Duplication and Photos	938	4,000	4,000	3,000
1405-7614	Office Supplies	3,527	10,000	10,000	10,000
1405-7650	Vehicle Maintenance	1,811	3,000	3,000	3,000
1405-7690	Planning Commission	1,250	6,000	6,000	6,000
1405-7800	Building Department Services	1,367,905	500,000	445,000	340,000
1405-7801	Industrial Waste Inspections	30,491	20,000	20,000	25,000
1405-7965	Professional Services	133,000	93,000	105,000	370,000
1405-7967	Public Works Inspections	200,556	100,000	20,000	10,000
1405-7969	City Engineer	60,984	100,000	100,000	120,000
1405-7975	Economic Development Expenses	16,725	50,000	50,000	745,000
1405-7980	Other Expenses	41,938	86,000	86,000	71,000
1405-8100	Other Capital Improvements	129,735	1,133,000	1,075,000	370,000
	Total Services and Supplies	1,998,054	2,121,000	1,940,000	2,090,000
	Total Community Development	3,178,696	3,422,800	3,097,800	3,377,300

Community Development Department

Field Services

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Salaries					
1410-7002	Regular Salaries	382,977	360,300	354,100	408,000
1410-7030	Overtime	5,734	5,000	6,000	8,000
	Total Salaries	388,711	365,300	360,100	416,000
Fringe Benefits					
1410-7071	Health Insurance	85,915	97,000	82,500	89,000
1410-7072	Retirement	35,358	37,000	34,100	42,000
1410-7073	Disability Insurance	2,350	1,900	1,700	2,000
1410-7074	Life Insurance	625	700	700	700
1410-7075	Vision	981	1,100	1,200	1,100
1410-7076	Tuition Reimbursement	0	1,500	1,500	6,000
1410-7077	Medicare	5,606	5,600	5,100	6,000
1410-7078	Dental	7,244	6,900	6,500	7,000
	Total Fringe Benefits	138,079	151,700	133,300	153,800
	Total Personnel	526,790	517,000	493,400	569,800
Services and Supplies					
1410-7610	Travel, Meetings and Conferences	3,492	5,000	5,000	5,000
1410-7612	Publications	1,028	3,000	3,000	3,000
1410-7614	Office Supplies	0	2,000	2,000	2,000
1410-7621	Other Supplies	832	1,000	1,000	1,500
1410-7630	Equipment Rentals	1,141	3,000	3,000	3,000
1410-7636	Uniforms	2,997	5,000	5,000	7,500
1410-7650	Vehicle Maintenance	20,460	35,000	35,000	30,000
1410-7656	Emergency Generator	12,718	10,000	10,000	10,000
1410-7810	Street Sweeping	1,464	2,600	1,500	1,500
1410-7814	Graffiti Removal	22,245	40,000	40,000	50,000
1410-7815	Brush Clearance	53,885	80,000	80,000	80,000
1410-7887	Repairs and Maintenance	3,000	3,000	3,000	3,000
1410-7900	Emergency Cleanup/Maintenance	-	170,000	170,000	20,000
1410-7980	Other Expenses	11,584	20,000	31,000	16,000
1410-8030	Other Equipment	6,134	4,000	4,000	24,000
1410-8100	Emergency Capital Projects	3,783	170,000	164,000	270,000
	Total Services and Supplies	144,763	553,600	557,500	526,500
	Total Field Services	671,553	1,070,600	1,050,900	1,096,300

Community Development Department

Sports Park

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Services and Supplies					
1415-7661	Sports Park - Other Services	412	600	600	600
1415-7843	Sports Park - Water	72,775	75,000	75,000	70,000
1415-7875	Sports Park - Lighting	10,239	12,000	12,000	12,000
1415-7889	Sports Park - Repairs	428	35,000	35,000	5,000
1415-7907	Sports Park - Tree Trimming	5,435	3,000	3,000	5,000
1415-7916	Sports Park - Landscape	17,160	17,200	23,000	25,000
	Total Services and Supplies	106,449	142,800	148,600	117,600
	Total Field Svcs. & Sports Park	778,002	1,213,400	1,199,500	1,213,900
	Total Community Development	3,956,698	4,636,200	4,297,300	4,591,200

Parks and Recreation Department



The Parks and Recreation Department is responsible for the operation of the City's recreation programs and select community services conducted throughout its eleven neighborhood parks, two sports parks, skate park, fitness center, pools, senior center, teen center, and two recreational trails. The Department also coordinates various city-wide special events, Duarte's Promise and the scheduling of all City facilities and athletic fields. In addition to organizing a wide range of programs and events, the Department is responsible for securing and administrating Federal, State, County, and private grants for future park and program development.

The responsibilities of the Facility Maintenance Division include maintaining and managing the upkeep of all City buildings, park playground equipment, and restrooms, the two sports park infields, the pools, trails, drinking fountains, and waste management at all parks and City bus stops. Additional responsibilities of the Division include set-up, clean up, and supervision of all activities held in City buildings, repairs and preventative maintenance for City buildings and parks, oversight of contractual maintenance agreements, and the purchasing of maintenance supplies.

The Parks and Recreation Department works very closely with residents, youth service organizations, the Duarte Unified School District, the Parks and Recreation Commission, the Mayor's Youth Council, the Duarte Chamber of Commerce, local businesses, and professional organizations to provide high quality, innovative programming that meets the needs of all segments of the community.

Parks and Recreation Department

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Salaries					
1605-7002	Regular Salaries	389,008	427,000	428,000	434,000
1605-7003	Part-Time/Temp Salaries	34,982	0	0	0
1605-7010	Playground Supervisor Salaries	54,544	132,600	132,600	139,100
1605-7011	Fitness Center Salaries	107,329	184,900	185,600	200,300
1605-7012	Aquatics Salaries	79,815	119,000	118,200	128,000
1605-7013	Boxing Salaries	59,790	58,300	58,300	68,000
1605-7014	Teen Center Salaries	162,966	188,500	185,100	202,700
1605-7016	Senior Center Salaries	148,044	143,900	141,900	149,900
1605-7030	Overtime	535	1,000	1,000	1,000
	Total Salaries	1,037,013	1,255,200	1,250,700	1,323,000
Fringe Benefits					
1605-7071	Health Insurance	56,059	65,700	65,800	66,000
1605-7072	Retirement	66,675	71,300	71,300	85,000
1605-7073	Disability Insurance	3,792	3,200	3,200	4,000
1605-7074	Life Insurance	1,001	1,100	1,100	1,200
1605-7075	Vision	1,160	1,400	1,400	1,400
1605-7077	Medicare	14,400	16,800	18,400	20,000
1605-7078	Dental	8,221	9,500	9,700	10,000
	Total Fringe Benefits	151,308	169,000	170,900	187,600
	Total Personnel	1,188,321	1,424,200	1,421,600	1,510,600

Parks and Recreation Department

			Budget	Actual	
Services and Supplies					
1605-7610	Travel, Meetings and Conferences	7,411	7,500	7,500	8,000
1605-7612	Publications	1,931	2,000	2,000	2,000
1605-7614	Office Supplies	3,699	3,500	3,500	4,000
1605-7636	Uniforms	1,723	2,500	2,500	2,500
1605-7650	Vehicle Maintenance	6,606	7,000	13,000	6,000
1605-7653	ActiveNet Fees	14,830	13,000	18,000	16,000
1605-7691	Parks and Recreation Commission	0	1,200	1,200	1,200
1605-7693	Youth Council	2,554	3,200	3,200	2,100
1605-7728	AmeriCorps VIP Program	13,078	0	0	0
1605-7729	Concerts in the Park	8,489	24,000	26,000	38,000
1605-7730	Special Events	26,848	30,000	30,000	35,000
1605-7732	City Picnic	27,611	34,000	34,000	35,000
1605-7733	Senior Center	26,078	39,400	40,000	45,000
1605-7735	Teen Center	28,352	22,100	25,200	30,900
1605-7736	Adult & Youth Rec Classes	32,801	27,800	27,800	24,400
1605-7737	Adult Excursions	3,584	16,500	13,500	13,500
1605-7738	Teen Excursions	588	4,800	800	2,800
1605-7739	Publicity	8,466	35,000	35,000	82,000
1605-7740	Day Camps	13,478	12,300	12,300	12,100
1605-7741	Sports/Playground Program	8,070	15,800	15,800	17,500
1605-7742	Parks & Rec Financial Assistance Prog.	0	5,000	2,500	5,000
1605-7745	Boxing Program	9,097	17,700	17,700	18,400
1605-7750	Bus Rentals	5,563	14,000	4,000	13,000
1605-7753	Youth Sports/Programs	0	5,000	5,000	5,000
1605-7756	Senior Rec Classes	3,578	6,500	6,500	8,000
1605-7758	Independence Day Celebration	60,041	61,000	60,000	65,000
1605-7965	Professional Services	3,750	40,000	39,000	0
1605-7980	Other Expenses	9,698	8,500	8,500	9,000
Total Services and Supplies		327,924	459,300	454,500	501,400
Total Parks and Recreation		1,516,245	1,883,500	1,876,100	2,012,000

Parks and Recreation Department

Facilities Maintenance

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Salaries					
1610-7002	Regular Salaries	98,472	94,500	99,000	101,000
1610-7003	Part-Time/Temp Salaries	244,210	267,000	267,000	268,000
1610-7030	Overtime	0	0	0	0
	Total Salaries	342,682	361,500	366,000	369,000
Fringe Benefits					
1610-7071	Health Insurance	20,695	22,500	22,500	23,000
1610-7072	Retirement	14,246	12,100	12,100	14,100
1610-7073	Disability Insurance	611	500	500	500
1610-7074	Life Insurance	162	200	200	200
1610-7075	Vision	244	300	300	300
1610-7077	Medicare	4,950	5,200	5,300	5,400
1610-7078	Dental	1,706	1,800	1,800	1,800
	Total Fringe Benefits	42,614	42,600	42,700	45,300
	Total Personnel	385,296	404,100	408,700	414,300
Services and Supplies					
1610-7616	Pool Supplies	15,834	13,000	13,000	17,000
1610-7617	Pool Chemicals	25,476	15,000	23,000	23,000
1610-7618	Building Supplies	77,743	76,000	76,000	80,000
1610-7633	Cable Access	1,999	2,000	2,000	2,000
1610-7636	Uniforms	2,400	3,000	3,000	3,000
1610-7650	Vehicle Maintenance	12,790	7,000	11,000	11,000
1610-7652	Building Maintenance Services	185,396	152,000	192,000	173,000
1610-7660	Other Services	88,579	56,000	40,000	0
	Subtotal	410,217	324,000	360,000	309,000
1610-7836	Water - City Hall	1,130	1,100	1,100	1,400
1610-7837	Water - Community Center	1,067	1,200	1,000	1,200
1610-7838	Water - Fitness Center	16,140	20,000	20,000	16,000
1610-7839	Water - Public Safety Center	996	1,000	1,000	1,200
	Total Water	19,333	23,300	23,100	19,800

Parks and Recreation Department

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Services and Supplies, Continued					
1610-7851	Gas - City Hall	1,920	1,200	1,200	2,800
1610-7852	Gas - Community Center	1,801	1,300	2,200	2,700
1610-7853	Gas - Fitness Center	27,546	25,000	25,000	31,500
1610-7854	Gas - Public Safety Center	357	400	400	400
1610-7855	Gas - Senior Center	923	900	900	1,000
1610-7856	Gas - Teen Center	959	1,100	1,100	1,500
1610-7858	Gas - Royal Oaks Park Building	596	500	500	1,000
1610-7859	Gas - Duarte Park Building	427	400	400	600
1610-7860	Gas - Duarte Snack Bar	180	200	200	200
	Total Gas	34,709	31,000	31,900	41,700
1610-7867	Electric - Town Center	62,759	63,000	66,000	73,000
1610-7868	Electric - Public Safety Center	10,192	10,600	10,600	11,000
1610-7869	Electric - Senior Center	22,157	21,000	21,000	27,000
1610-7870	Electric - Teen Center	10,724	14,000	14,000	13,000
1610-7872	Electric - Duarte Park Building	601	700	1,000	1,000
1610-7873	Electric - Maintenance Yard	4,081	3,800	4,200	4,300
	Total Electric	110,514	113,100	116,800	129,300
1610-8100	Other Capital Improvements	92,167	883,000	824,000	254,000
	Total Other	92,167	883,000	824,000	254,000
	Total Services and Supplies	666,940	1,374,400	1,355,800	753,800
	Total Facilities Maintenance	1,052,236	1,778,500	1,764,500	1,168,100
	Total Parks and Recreation	2,568,481	3,662,000	3,640,600	3,180,100

Administrative Services Department



The Administrative Services Department is responsible for a number of the City's administrative functions, including finance, human resources, information technology, transportation, and risk management. The Department's financial activities consist of budget preparation, accounting, investments, cashiering, purchasing, and auditing. Its human resources activities entail recruitments, union negotiation, training, evaluation, discipline, employee benefits, and payroll processing.

The information technology division oversees the City's computers, computer applications, Internet access and provides technical support as needed. The Department also manages the operation of the City's transportation, including the DuarteBus and fleet services program. The risk management role involves filing, maintaining, and updating all the City's insurance policies, including property, flood, general liability, earthquake, worker's compensation, disability, life, crime, and special events.

Administrative Services Department

Finance

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Salaries					
1805-7002	Regular Salaries	561,043	565,000	565,000	583,000
1805-7003	Part-Time/Temp Salaries	6,835	15,000	2,000	0
1805-7030	Overtime	1,982	0	0	0
	Total Salaries	569,860	580,000	567,000	583,000
Fringe Benefits					
1805-7071	Health Insurance	79,437	85,000	85,000	85,000
1805-7072	Retirement	59,794	60,200	60,200	70,000
1805-7073	Disability Insurance	3,187	2,600	2,600	3,000
1805-7074	Life Insurance	907	900	900	1,000
1805-7075	Vision	903	1,000	1,000	1,000
1805-7076	Tuition Reimbursement	405	0	0	0
1805-7077	Medicare	8,100	8,200	8,200	8,400
1805-7078	Dental	6,504	6,600	6,600	6,600
	Total Fringe Benefits	159,237	164,500	164,500	175,000
	Total Personnel	729,097	744,500	731,500	758,000
Services and Supplies					
1805-7610	Travel, Meetings and Conferences	3,475	7,000	7,000	10,000
1805-7612	Publications	464	3,000	3,000	3,000
1805-7614	Office Supplies	2,428	3,000	3,000	3,000
1805-7653	Bank Charges	33,439	31,000	33,000	33,000
1805-7654	Audit Services	33,650	28,500	35,000	39,100
1805-7762	Property Tax Collections	19,127	40,000	40,000	31,000
1805-7764	CEC Loan Principal	17,815	18,400	18,400	19,000
1805-7765	CEC Loan Interest	2,403	1,900	1,900	1,400
1805-7924	Bad Debts	59,132	72,100	72,000	7,500
1805-7965	Professional Services	30,592	22,000	22,000	38,000
1805-7980	Other Expenses	-2,134	2,000	2,000	3,000
	Total Services and Supplies	200,391	228,900	237,300	188,000
	Total Finance	929,488	973,400	968,800	946,000

Administrative Services Department

Personnel

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Salaries					
1810-7002	Regular Salaries	79,462	82,500	80,000	81,000
1810-7003	Part-Time/Temp Salaries	0	0	0	15,000
1810-7030	Overtime	2,142	0	300	500
	Total Salaries	81,604	82,500	80,300	96,500
Fringe Benefits					
1810-7071	Health Insurance	7,943	8,700	8,700	9,000
1810-7072	Retirement	10,166	10,200	10,200	12,000
1810-7073	Disability Insurance	523	400	400	400
1810-7074	Life Insurance	138	200	200	200
1810-7075	Vision	79	100	100	100
1810-7077	Medicare	1,179	1,100	1,100	1,200
1810-7078	Dental	604	600	600	700
	Total Fringe Benefits	20,632	21,300	21,300	23,600
	Total Personnel	102,236	103,800	101,600	120,100
Services and Supplies					
1810-7610	Travel, Meetings and Conferences	3,093	3,000	3,000	5,000
1810-7611	Trainings	1,102	4,000	4,000	4,000
1810-7612	Publications	0	1,200	1,200	1,200
1810-7614	Office Supplies	518	1,500	1,500	1,500
1810-7660	Other Services	3,245	5,000	5,000	5,000
1810-7671	Recruiting Advertisements	698	3,000	3,000	3,000
1810-7672	NeoGov	5,651	6,300	6,300	6,500
1810-7673	Physical Exams	1,403	2,000	2,000	2,500
1810-7774	Unemployment Insurance	5,718	8,000	15,000	15,000
1810-7965	Professional Services	9,113	10,000	5,000	45,000
1810-7980	Other Expenses	5,294	7,000	10,000	10,000
	Total Services and Supplies	35,835	51,000	56,000	98,700
	Total Personnel	138,071	154,800	157,600	218,800

Administrative Services Department

Information Technology

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Services and Supplies					
1815-7630	Equipment Lease	1,016	30,000	25,000	79,000
1815-7631	Equipment Maintenance	3,095	5,000	5,000	0
1815-7632	Software	42,355	55,100	53,500	70,000
1815-7820	Finance Software	48,671	110,500	107,500	62,500
1815-7821	Network & Internet Services	27,334	28,500	29,000	50,500
1815-7830	Telephone Services	46,562	41,000	40,000	31,000
1815-7831	Wireless Phones/Devices	35,553	25,000	29,000	25,000
1815-7965	Professional Services	104,400	151,000	150,000	150,000
1815-7980	Other Expenses	29,362	25,000	25,000	15,000
	Total Services and Supplies	338,348	471,100	464,000	483,000
Capital Outlay					
1815-8011	Computer Equipment	13,843	20,000	20,000	18,000
	Total Capital Outlay	13,843	20,000	20,000	18,000
	Total Information Technology	352,191	491,100	484,000	501,000

Risk Management

Account Number	Account Description				
Services and Supplies					
1820-7771	Repair of City Property	-21351	45,000	42,000	25,000
1820-7772	Liability Coverage	218,343	258,300	258,300	321,400
1820-7773	Worker's Compensation Coverage	219,739	249,200	250,200	251,100
1820-7775	Property Coverage	67,459	71,100	71,100	86,800
1820-7776	Faithful Performance Bond	1,080	1,200	1,200	1,200
	Total Services and Supplies	485,270	624,800	622,800	685,500
	Total Risk Management	485,270	624,800	622,800	685,500

Administrative Services Department

General Services

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Services and Supplies					
1825-7072	Pension Rate Stabilization Fund	0	44,000	44,000	42,000
1825-7079	Unfunded Liability - PERS	1,126,178	1,279,000	1,279,000	1,237,000
1825-7613	Duplication and Photos	12,287	11,000	11,000	11,000
1825-7614	Office Supplies	858	1,000	1,000	1,000
1825-7626	Postage	12,839	15,000	15,000	15,000
1825-7630	Equipment Rental	22,070	26,000	26,000	27,100
1825-7631	Equipment Maintenance	6,143	7,000	9,000	8,000
1825-7674	Retiree Health Insurance	798,129	950,000	950,000	1,030,000
1825-7687	Waste Management Services	58,705	91,400	93,000	82,500
1825-7688	Oil Recycling Grant	3,753	5,000	5,000	5,000
1825-7747	Beverage Container Recycling	9,199	5,500	5,500	5,600
1825-7782	Admin Support of Debt Service	1,355	1,400	1,500	1,500
1825-7945	Operation of Acq Prop	500	500	1,000	800
1825-7980	Other Expenses	997	2,000	2,000	2,000
	Total Services and Supplies	2,053,013	2,438,800	2,443,000	2,468,500
	Total General Services	2,053,013	2,438,800	2,443,000	2,468,500
1830-8100	Vehicle Replacement	62,047	76,200	70,000	107,000
	Total Vehicle Replacement	62,047	76,200	70,000	107,000
	Total Administrative Services	4,020,080	4,759,100	4,746,200	4,926,800

Transfers Out and Reimbursements

Transfers Out and Reimbursements

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Transfers Out and Reimbursements					
1905-9020	Transfers Out - Landscaping/Lighting	519,340	625,300	622,800	620,500
1905-9055	Transfers Out - Housing Authority	0	0	0	0
1905-9056	Transfers Out - Infr Mod Loan Pmt	220,837	220,900	220,900	220,900
1905-9060	Transfers Out-Comm Imp	48,511	0	0	0
	Total Other Financing Uses	788,688	846,200	843,700	841,400
	Total Transfers Out & Reimb.	788,688	846,200	843,700	841,400
	Total General Fund:	20,162,273	23,281,800	22,704,300	23,328,900

Special Purpose Funds

The City maintains a number of Special Purpose Funds to account for monies that are not usually available for expenditure on general City programs and services. These funds are restricted, either by City Council policy, or by requirements established by the funding source, for use only in conjunction with specific activities.

There are three types of special purpose funds in use by the City. Special Revenue Funds are used to account for grants and entitlements. Debt Service Funds are used to account for principal, interest, and related costs associated with the repayment of long-term debt. Capital Improvement Funds are used to account for a variety of one-time capital projects. Each year, as new sources of revenue become available, and old sources are withdrawn, the City may add or delete Special Purpose Funds.

State Gasoline Tax Fund

The State Gasoline Tax fund is used to account for the City's share of tax revenues collected by the State on the sale of fuel for motor vehicles. The use of these funds is restricted to the construction, improvement, and maintenance of public streets.

State Gasoline Tax Fund

Revenues

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Use of Money and Property					
220-4401	Interest Earnings	4,144	2,800	2,700	51,700
	Total Use of Money and Property	4,144	2,800	2,700	51,700
Intergovernmental - State					
220-4606	Gasoline Tax - 2105	119,142	138,400	133,600	142,200
220-4607	Gasoline Tax - 2106	72,806	81,800	79,100	85,400
220-4608	Gasoline Tax - 2107	142,466	189,100	182,400	170,800
220-4609	Gasoline Tax - 2107.5	5,000	5,000	5,000	5,000
220-4614	Gasoline Tax - 2103 (Prop 42)	169,714	211,300	192,900	214,800
	Total Intergovernmental - State	509,128	625,600	593,000	618,200
	Total Revenues	513,272	628,400	595,700	669,900

Expenditures

Account Number	Account Description	FY 2018-19 Actual	FY 2019-20 Amended Budget	FY 2019-20 Estimated Actual	FY 2021-22 Budget
Gas Tax 2105					
Capital Outlay					
2205-7980	Other Expenses	0	0	0	15,000
2205-8060	Sidewalk Improvements	0	10,000	0	10,000
2205-8070	Street Improvements	3,208	10,000	0	10,000
2205-8100	Other Capital Improvements	48,860	193,000	368,000	70,000
	Total Capital Outlay	52,068	213,000	368,000	105,000
	Total Gas Tax 2105	52,068	213,000	368,000	105,000

State Gasoline Tax Fund

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Gas Tax 2106					
Capital Outlay					
2210-7811	Street Maintenance	7,326	20,000	20,000	20,000
2210-7812	Street Striping and Marking	2,869	70,000	102,000	70,000
2210-7813	Regulatory Signs	12,808	10,000	10,000	120,000
2210-7890	Repairs - Traffic Signals	0	0	0	100,000
2210-8070	Street Improvements	2,954	10,000	10,000	10,000
2210-8100	Other Capital Improvements	141,574	0	0	30,000
	Total Capital Outlay	167,531	110,000	142,000	350,000
	Total Gas Tax 2106	167,531	110,000	142,000	350,000

Gas Tax 2107

Reimbursements					
2215-8610	Reimbursements - General Fund	63,644	147,200	146,400	164,000
	Total Reimbursements	63,644	147,200	146,400	164,000
	Total Gas Tax 2107	63,644	147,200	146,400	164,000

Gas Tax 2107.5

Services and Supplies					
2220-7831	Wireless Phones	2,211	2,000	2,000	2,000
2220-7980	Other Expenses	19,023	3,000	3,000	3,000
	Total Services and Supplies	21,234	5,000	5,000	5,000
	Total Gas Tax 2107.5	21,234	5,000	5,000	5,000

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Gas Tax - 2103					
Capital Outlay					
2225-7811	Street Maintenance	9,801	10,000	0	15,000
2225-7965	Professional Services	320	0	18,000	250,000
2225-7980	Other Expenses	43,069	50,000	40,000	20,000
2225-8070	Street Improvements	6,353	10,000	22,000	10,000
2225-8100	Other Capital Improvements	17,846	336,000	137,000	65,000
	Total Capital Outlay	77,389	406,000	217,000	360,000
	Total Gas Tax - 2103	77,389	406,000	217,000	360,000
	Total Expenditures	381,866	881,200	878,400	984,000

SB1/RMRA Fund

The SB1/RMRA fund is used to account for the City's share of tax revenues collected by the State on the sale of fuel for motor vehicles pursuant to the road repair and accountability act of 2017. The use of these funds is restricted for basic road maintenance, rehabilitation, and critical safety projects on the local streets and roads system.

Revenues

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Use of Money & Property					
225-4401	Interest Earnings	1,245	600	600	12,200
225-4620	SB1/RMRA	433,346	489,100	475,100	535,800
	Total Use of Money & Property	434,591	489,700	475,700	548,000
	Total Revenues	434,591	489,700	475,700	548,000

Expenditures

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Capital Outlay					
2250-8100	Other Capital Improvements	115,276	400,000	400,000	535,000
2250-8610	Reimbursements - General Fund	23,055	80,000	80,000	107,000
	Total Capital Outlay	138,331	480,000	480,000	642,000
	Total Expenditures	138,331	480,000	480,000	642,000

Landscaping and Lighting District Fund

The Landscaping and Lighting District Fund is used to account for costs associated with the provision of street-lights, landscaping services, and certain recreational facilities. The revenues collected come from assessments levied against property owners. These assessments are based on an estimate of the benefit each property owner receives from the services provided.

Revenues

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Special Assessments					
240-4101	Landscaping and Lighting Assess.	1,001,927	986,500	992,171	1,007,300
	Total Special Assessments	1,001,927	986,500	992,171	1,007,300
Miscellaneous					
240-5004	Other Revenue	0	25,000	24,700	0
	Total Miscellaneous	0	25,000	24,700	0
Other Financing Sources					
240-6901	Transfers In - General Fund	519,340	625,300	622,800	620,500
	Total Other Financing Sources	519,340	625,300	622,800	620,500
	Total Revenues	1,521,267	1,636,800	1,639,671	1,627,800

Expenditures

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Citywide Lighting					
Services and Supplies					
2405-7662	Other Services - Citywide	2,000	5,000	5,000	5,000
2405-7876	Electric - Citywide	155,221	168,000	168,000	168,000
2405-7877	Electric - Traffic Signal	26,566	35,000	33,000	20,000
	Total Electric	183,787	208,000	206,000	193,000

Landscaping and Lighting District Fund

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Services and Supplies					
2405-7888	Repairs - Citywide	4,089	4,000	6,000	5,000
2405-7890	Repairs - Traffic Signal	67,833	80,000	80,000	80,000
	Total Repairs and Replacements	71,922	84,000	86,000	85,000
	Total Services and Supplies	255,709	292,000	292,000	278,000

Reimbursements

2405-8610	Reimbursements - General Fund	94,900	94,900	94,900	94,900
	Total Reimbursements	94,900	94,900	94,900	94,900

Total Citywide Lighting	350,609	386,900	386,900	372,900
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Citywide Landscaping

Services and Supplies

2410-7662	Other Services - Citywide	21,721	11,000	11,000	11,000
2410-7663	Other Services - Medians	4,986	8,000	8,000	8,000
	Total Other Services	26,707	19,000	19,000	19,000
2410-7842	Water - Medians	45,863	45,000	47,300	47,000
2410-7844	Water - Citywide	248,506	237,000	237,000	237,000
	Total Water	294,369	282,000	284,300	284,000
2410-7874	Electric - Medians	7,683	16,000	16,000	16,000
2410-7876	Electric - Citywide	24,945	20,000	22,000	22,000
	Total Electric	32,628	36,000	38,000	38,000
2410-7888	Repairs - Citywide	10,452	6,000	6,000	6,000
2410-7891	Repairs - Medians	2,146	2,200	2,200	2,200
	Total Repairs and Replacements	12,598	8,200	8,200	8,200
2410-7896	Tree Planting - Citywide	-367	10,900	10,900	10,900
2410-7898	Tree Planting - Medians	0	5,000	5,000	5,000
	Total Tree Plant	-367	15,900	15,900	15,900
2410-7906	Tree Trimming - Citywide	49,683	60,000	60,000	64,500
2410-7909	Tree Trimming - Residential	96,223	85,000	85,000	91,300
	Total Tree Trimming	145,906	145,000	145,000	155,800
2410-7915	Landscape Maint. - Citywide	90,000	130,000	126,900	126,900
2410-7917	Landscape Maintenance - Medians	63,960	94,000	90,300	90,300
	Total Landscape Maintenance	153,960	224,000	217,200	217,200
	Total Services and Supplies	665,801	730,100	727,600	738,100

Reimbursements and Transfers

2410-8610	Reimbursements - General Fund	193,000	193,000	193,000	193,000
	Total Reimbursements	193,000	193,000	193,000	193,000

Total Citywide Landscaping	858,801	923,100	920,600	931,100
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Landscaping and Lighting District Fund

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
<u>Kendrick Tract</u>					
Services and Supplies					
2420-7835	Water	9,802	13,000	13,000	10,000
2420-7887	Repairs and Replacements	3,469	500	500	500
2420-7914	Landscape Maintenance	4,142	4,100	5,400	5,900
	Total Services and Supplies	17,413	17,600	18,900	16,400
Reimbursements					
2420-8610	Reimbursements - General Fund	2,200	2,200	2,200	2,200
	Total Reimbursements	2,200	2,200	2,200	2,200
	Total Kendrick Tract	19,613	19,800	21,100	18,600
<u>Las Lomas Villas</u>					
Services and Supplies					
2421-7835	Water	19,360	18,000	18,000	17,500
2421-7866	Electric	298	500	500	500
2421-7887	Repairs and Replacements	5,890	5,000	5,000	5,000
2421-7914	Landscape Maintenance	15,600	20,600	20,400	22,000
	Total Services and Supplies	41,148	44,100	43,900	45,000

Landscaping and Lighting District Fund

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Reimbursements					
2421-8610	Reimbursements - General Fund	10,000	10,000	10,000	10,000
	Total Reimbursements	10,000	10,000	10,000	10,000
	Total Las Lomas Villas	51,148	54,100	53,900	55,000
<u>Encanto Parkway</u>					
Services and Supplies					
2422-7835	Water	3,621	3,300	4,300	4,300
2422-7866	Electric	304	1,100	1,100	1,100
2422-7887	Repairs and Replacements	362	2,500	2,500	2,500
2422-7914	Landscape Maintenance	5,767	5,500	7,600	8,100
	Total Services and Supplies	10,054	12,400	15,500	16,000
Reimbursements					
2422-8610	Reimbursements - General Fund	3,400	3,400	3,400	3,400
	Total Reimbursements	3,400	3,400	3,400	3,400
	Total Encanto Parkway	13,454	15,800	18,900	19,400
<u>Amberwood Homes</u>					
Services and Supplies					
2423-7835	Water	8,234	9,000	9,300	9,300
2423-7866	Electric	153	300	300	300
2423-7887	Repairs and Replacements	399	1,500	1,500	1,500
2423-7914	Landscape Maintenance	10,800	10,800	14,100	15,200
	Total Services and Supplies	19,586	21,600	25,200	26,300
Reimbursements					
2423-8610	Reimbursements - General Fund	2,200	2,200	2,200	2,200
	Total Reimbursements	2,200	2,200	2,200	2,200
	Total Amberwood Homes	21,786	23,800	27,400	28,500

Landscaping and Lighting District Fund

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
<u>Village and Windsor Homes</u>					
Services and Supplies					
2424-7835	Water	2,659	4,000	4,000	4,000
2424-7866	Electric	154	300	300	300
2424-7887	Repairs and Replacements	660	1,600	1,600	1,600
2424-7914	Landscape Maintenance	6,600	6,600	8,700	9,300
	Total Services and Supplies	10,073	12,500	14,600	15,200
Reimbursements					
2424-8610	Reimbursements - General Fund	2,800	2,800	2,800	2,800
	Total Reimbursements	2,800	2,800	2,800	2,800
	Total Village and Windsor Homes	12,873	15,300	17,400	18,000
<u>Hearthstone Del Norte</u>					
Services and Supplies					
2425-7660	Other Services	0	5,300	5,300	5,300
2425-7835	Water	5,238	8,000	4,000	5,000
2425-7866	Electric	1,473	3,600	3,600	3,600
2425-7887	Repairs and Replacements	473	500	500	500
2425-7913	Brush Clearance	11,333	15,000	15,000	15,000
2425-7914	Landscape Maintenance	4,800	4,800	6,300	6,800
	Total Services and Supplies	23,317	37,200	34,700	36,200
Reimbursements					
2425-8610	Reimbursements - General Fund	3,200	3,200	3,200	3,200
	Total Reimbursements	3,200	3,200	3,200	3,200
	Total Hearthstone Del Norte	26,517	40,400	37,900	39,400

Landscaping and Lighting District Fund

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
<u>Grocery Outlet (Mike's Center)</u>					
Services and Supplies					
2426-7810	Street Sweeping	9,408	9,000	9,500	9,500
2426-7835	Water	723	700	700	700
2426-7866	Electric	3,499	4,500	4,500	4,500
2426-7887	Repairs and Replacements	255	700	700	700
2426-7914	Landscape Maintenance	2,160	2,200	2,900	3,100
	Total Services and Supplies	16,045	17,100	18,300	18,500
Reimbursements					
2426-8610	Reimbursements - General Fund	2,600	2,600	2,600	2,600
	Total Reimbursements	2,600	2,600	2,600	2,600
	Total Grocery Outlet (Mike's Center)	18,645	19,700	20,900	21,100
<u>Rancho Verde Homes</u>					
Services and Supplies					
2427-7835	Water	15,279	18,000	9,000	9,000
2427-7866	Electric	303	600	600	600
2427-7887	Repairs and Replacements	1,250	1,200	1,200	1,200
2427-7914	Landscape Maintenance	7,564	7,600	9,900	10,700
	Total Services and Supplies	24,396	27,400	20,700	21,500
Reimbursements					
2427-8610	Reimbursements - General Fund	5,900	5,900	5,900	5,900
	Total Reimbursements	5,900	5,900	5,900	5,900
	Total Rancho Verde Homes	30,296	33,300	26,600	27,400

Landscaping and Lighting District Fund

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
<u>Emblem Homes</u>					
Services and Supplies					
2429-7835	Water	2,684	2,100	2,800	2,800
2429-7866	Electric	150	300	300	300
2429-7887	Repairs and Replacements	553	1,000	1,000	1,000
	Total Services and Supplies	3,387	3,400	4,100	4,100
Reimbursements					
2429-8610	Reimbursements - General Fund	1,100	1,100	1,100	1,100
	Total Reimbursements	1,100	1,100	1,100	1,100
	Total Emblem Homes	4,487	4,500	5,200	5,200
<u>Mesa Gas Lights</u>					
Services and Supplies					
2430-7850	Gas	10,367	9,000	12,000	15,000
2430-7887	Repairs and Replacements	2,282	18,000	18,000	3,000
	Total Services and Supplies	12,649	27,000	30,000	18,000
Reimbursements					
2430-8610	Reimbursements - General Fund	3,800	3,800	3,800	3,800
	Total Reimbursements	3,800	3,800	3,800	3,800
	Total Mesa Gas Lights	16,449	30,800	33,800	21,800

Landscaping and Lighting District Fund

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
<u>Las Brisas Homes</u>					
Services and Supplies					
2431-7835	Water	5,990	6,000	6,000	5,000
2431-7866	Electric	180	300	300	300
2431-7887	Repairs and Replacements	2,125	2,700	2,700	2,700
2431-7914	Landscape Maintenance	9,600	14,600	12,600	10,700
	Total Services and Supplies	17,895	23,600	21,600	18,700
Reimbursements					
2431-8610	Reimbursements - General Fund	3,500	3,500	3,500	3,500
	Total Reimbursements	3,500	3,500	3,500	3,500
	Total Las Brisas Homes	21,395	27,100	25,100	22,200
<u>Las Posadas Homes</u>					
Services and Supplies					
2432-7835	Water	6,078	7,600	7,600	5,000
2432-7866	Electric	180	300	300	300
2432-7887	Repairs and Replacements	125	0	0	500
2432-7914	Landscape Maintenance	10,020	15,000	13,100	14,100
	Total Services and Supplies	16,403	22,900	21,000	19,900
Reimbursements					
2432-8610	Reimbursements - General Fund	6,500	6,500	6,500	6,500
	Total Reimbursements	6,500	6,500	6,500	6,500
	Total Las Posadas Homes	22,903	29,400	27,500	26,400

Landscaping and Lighting District Fund

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
<u>Buena Vista Villas</u>					
Services and Supplies					
2433-7835	Water	6,178	8,600	8,600	7,200
2433-7866	Electric	220	300	300	300
2433-7887	Repairs and Replacements	1,333	4,900	4,900	4,900
2433-7914	Landscape Maintenance	6,360	6,400	8,300	9,000
	Total Services and Supplies	14,091	20,200	22,100	21,400
Reimbursements					
2433-8610	Reimbursements - General Fund	3,700	3,700	3,700	3,700
	Total Reimbursements	3,700	3,700	3,700	3,700
	Total Buena Vista Villas	17,791	23,900	25,800	25,100
<u>Citrus Villas</u>					
Services and Supplies					
2434-7835	Water	3,795	5,000	5,000	5,000
2434-7866	Electric	200	300	300	300
2434-7887	Repairs and Replacements	311	500	500	500
2434-7914	Landscape Maintenance	4,260	4,300	5,600	6,000
	Total Services and Supplies	8,566	10,100	11,400	11,800
Reimbursements					
2434-8610	Reimbursements - General Fund	2,900	2,900	2,900	2,900
	Total Reimbursements	2,900	2,900	2,900	2,900
	Total Citrus Villas	11,466	13,000	14,300	14,700

Landscaping and Lighting District Fund

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
<u>Ridgecrest</u>					
Services and Supplies					
2435-7835	Water	5,471	6,000	6,000	6,000
2435-7866	Electric	157	400	400	400
2435-7887	Repairs and Replacements	1,258	500	1,200	1,200
2435-7914	Landscape Maintenance	6,000	6,000	7,900	8,500
2435-7918	Fuel Modification	8,500	9,000	9,000	9,000
2435-7920	Debris/Storm Drain System	2,850	4,000	4,000	4,000
	Total Services and Supplies	<u>24,236</u>	<u>25,900</u>	<u>28,500</u>	<u>29,100</u>
Reimbursements					
2435-8610	Reimbursements - General Fund	1,500	1,500	1,500	1,500
	Total Reimbursements	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>	<u>1,500</u>
	Total Ridgecrest	<u>25,736</u>	<u>27,400</u>	<u>30,000</u>	<u>30,600</u>
	Total Expenditures	<u>1,523,969</u>	<u>1,688,300</u>	<u>1,693,300</u>	<u>1,677,400</u>

Community Development Block Grant

The Community Development Block Grant Fund is used to account for money received from the U.S. Department of Housing and Urban Development.

Revenues

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Intergovernmental - Federal					
260-4501	Community Development Block Grant	5,273	750,000	606,000	148,000
	Total Intergovernmental - Federal	5,273	750,000	606,000	148,000
	Total Revenues	5,273	750,000	606,000	148,000

Expenditures

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Capital Outlay					
2605-7965	Professional Services	0	0	0	10,000
2605-8060	Sidewalk Improvements	0	0	0	0
2605-8061	ADA Curb Ramps	7,000	0	30,000	18,000
2605-8062	ADA Improvements	0	750,000	576,000	0
2605-8070	Street Improvements	0	0	0	0
2605-8100	Other Capital Improvements	0	0	0	0
	Total Capital Outlay	7,000	750,000	606,000	28,000
	Total Expenditures	7,000	750,000	606,000	28,000

PAEG Fund

The PAEG is funded with the Public Access, Education and Government fees paid for by cable providers who operate in the City of Duarte under the State's Digital Infrastructure and Video Competition Act of 2006. At this time, Charter Communications is the only cable provider paying for these fees. These funds can only be used for government, public access, or education related capital projects.

Revenues

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Use of Money & Property					
270-4401	Interest Earnings	72	0	0	500
	Total Use of Money & Property	72	0	0	500
Intergovernmental - State					
270-4617	PAEG Fees	32,736	33,000	33,000	33,000
	Total Intergovernmental - State	32,736	33,000	33,000	33,000
	Total Revenues	32,808	33,000	33,000	33,500

Expenditures

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Capital Outlay					
2705-8100	Other Capital Improvements	19,818	45,000	45,000	0
	Total Capital Outlay	19,818	45,000	45,000	0
Reimbursements					
	Total Expenditures	19,818	45,000	45,000	0

Supplemental Law Enforcement Fund

Since the 1996-97 fiscal year, the City has received State Funding (administered by the County) for front-line police services (AB 3229). The City is currently using this money to pay for a portion of a Sheriff's Department Motorcycle Officer for traffic enforcement, a School Resource Deputy, and overtime for Special Events.

Revenues

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Use of Money and Property					
290-4401	Interest Earnings	56	100	100	1,400
	Total Use of Money and Property	56	100	100	1,400
Intergovernmental - State					
290-4605	Supplemental Law Enforcement	161,285	160,000	150,000	161,600
	Total Intergovernmental - State	161,285	160,000	150,000	161,600
	Total Revenues	161,341	160,100	150,100	163,000

Expenditures

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Services and Supplies					
2905-7781	Contract Law Enforcement	141,341	140,000	135,000	143,000
2905-7785	Special Events Patrol	20,000	20,100	15,100	20,000
	Total Services and Supplies	161,341	160,100	150,100	163,000
	Total Expenditures	161,341	160,100	150,100	163,000

Bicycle and Pedestrian Safety Fund

Monies for the Bicycle and Pedestrian Safety Fund are generated from sales tax revenues and are administered by the County of Los Angeles. State law requires that 2% of these monies be used to maintain and enhance bicycle and pedestrian facilities. The City uses the funds to repair of sidewalks located throughout the City.

Revenues

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Intergovernmental - State					
300-4612	Bicycle and Pedestrian Grant	44,047	20,200	20,000	40,000
	Total Intergovernmental - State	44,047	20,200	20,000	40,000
	Total Revenues	44,047	20,200	20,000	40,000

Expenditures

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Capital Outlay					
3005-8060	Sidewalk Improvements	44,100	20,200	20,000	40,000
	Total Capital Outlay	44,100	20,200	20,000	40,000
	Total Expenditures	44,100	20,200	20,000	40,000

Air Quality Management Fund

The Air Quality Management Fund (AB 2766) is used to account for revenues received from the State and collected as part of Department of Motor Vehicle Registration fees. Their use is restricted to activities that serve to improve air quality.

Revenues

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Use of Money and Property					
320-4401	Interest Earnings	226	200	200	3,400
	Total Use of Money and Property	226	200	200	3,400
Intergovernmental - Local					
320-4701	AB 2766 Subvention	20,373	28,000	35,000	27,000
320-5004	Other Revenue	13,682	0	0	0
	Total Intergovernmental - Local	34,055	28,000	35,000	27,000
	Total Revenues	34,281	28,200	35,200	30,400

Expenditures

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Capital Outlay					
3205-8013	Vehicles	31,893	20,400	19,300	24,000
	Total Capital Outlay	31,893	20,400	19,300	24,000
Reimbursements					
3205-8610	Transfer Out - Other	0	0	0	0
	Total Reimbursements	0	0	0	0
	Total Expenditures	31,893	20,400	19,300	24,000

Park Development Fund

The Park Development Grant Fund is used to account for various State and County grants restricted for park development and rehabilitation.

Revenues

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Other Financing Sources					
400-4401	Interest Earnings	0	0	0	0
400-4611	Grant Programs Revenue	0	576,000	396,000	564,000
400-6901	Transfers In - General Fund	0	0	0	0
	Total Other Financing Sources	<u>0</u>	<u>576,000</u>	<u>396,000</u>	<u>564,000</u>
	Total Revenues	<u>0</u>	<u>576,000</u>	<u>396,000</u>	<u>564,000</u>

Expenditures

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Capital Outlay					
4005-7965	Professional Services	0	98,000	55,000	62,000
4005-8040	Building Improvements	0	0	0	0
4005-8041	Park Improvements	0	478,000	341,000	502,000
4005-8100	Other Capital Improvements	0	0	0	0
	Total Capital Outlay	<u>0</u>	<u>576,000</u>	<u>396,000</u>	<u>564,000</u>
	Total Expenditures	<u>0</u>	<u>576,000</u>	<u>396,000</u>	<u>564,000</u>

Quimby Act Fund

The Quimby Act Fund is used to account for fees charged to developers upon issuance of building permits for the construction of new housing units. The monies collected are restricted for use in the development of park and recreation facilities.

Revenues

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Special Assessments					
420-4103	Quimby Act	0	0	0	0
420-4401	Interest Earnings	114	100	100	1,600
	Total Special Assessments	<u>114</u>	<u>100</u>	<u>100</u>	<u>1,600</u>
	Total Revenues	<u>114</u>	<u>100</u>	<u>100</u>	<u>1,600</u>

Expenditures

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Capital Outlay					
4205-8041	Park Improvements	0	0	0	0
	Total Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	Total Expenditures	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Proposition A Transit Fund

The Proposition A Transit Fund is used to account for sales tax revenue designated by voters for local transportation programs. These funds are received through the Los Angeles County Metropolitan Transit Authority (MTA).

Revenues

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Use of Money and Property					
440-4401	Interest Earnings	1,611	1,600	1,500	28,000
440-4409	Sale of Property	0	0	0	0
	Total Use of Money and Property	1,611	1,600	1,500	28,000
Intergovernmental - Local					
440-4703	Transit - Proposition A	547,309	523,500	523,500	614,300
440-5004	Other Revenue	0	0	21,000	21,000
	Total Intergovernmental - Local	547,309	523,500	544,500	635,300
Reimbursements					
440-5106	NTD Grant Revenue	38,046	38,000	0	0
440-6911	Transfer In - Other	0	0	0	0
	Total Reimbursements	38,046	38,000	0	0
	Total Revenues	586,966	563,100	546,000	663,300

Expenditures

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Salaries					
4405-7002	Regular Salaries	51,415	54,900	54,000	57,000
4405-7003	Part-Time/Temp Salaries	0	0	0	0
4405-7030	Overtime	0	0	0	0
	Total Salaries	51,415	54,900	54,000	57,000

Proposition A Transit Fund

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Fringe Benefits					
4405-7071	Health Insurance	11,385	12,400	12,400	13,000
4405-7072	Retirement	6,598	6,800	6,900	8,400
4405-7073	Disability Insurance	327	300	300	300
4405-7074	Life Insurance	87	100	100	100
4405-7075	Vision	134	200	200	200
4405-7077	Medicare	707	800	800	900
4405-7078	Dental	938	1,000	1,000	1,000
	Total Fringe Benefits	20,176	21,600	21,700	23,900
	Total Personnel	71,591	76,500	75,700	80,900
Services and Supplies					
4405-7610	Travel, Meetings and Conferences	0	300	300	500
4405-7613	Duplication and Photos	0	300	300	300
4405-7614	Office Supplies	199	300	300	400
4405-7619	Fuel and Oil	0	0	0	0
4405-7620	Tires	0	0	0	0
4405-7621	Other Supplies	0	100	100	100
4405-7636	Uniforms	0	0	0	0
4405-7650	Vehicle Maintenance	3,138	5,500	5,500	5,500
4405-7673	Physical Exams	55	0	0	0
4405-7674	Retiree Health Insurance	6,994	7,400	7,400	8,000
4405-7788	Recreation Shuttle Services	0	6,600	6,600	5,000
4405-7814	Graffiti Removal	6,038	6,600	6,600	5,000
4405-7821	Personal Computer Support	0	600	600	600
4405-7831	Wireless Phones/Devices	575	700	700	700
4405-7887	Repairs & Replacements	0	0	0	0
4405-7960	Foothill Transit Operations	317,120	358,000	360,000	360,000
4405-7965	Professional Services	0	0	0	0
	Total Services and Supplies	334,119	386,400	388,400	386,100
Capital Outlay					
4405-7980	Other Expenses	2,680	3,000	3,000	3,000
4405-8013	Vehicle Purchase (Capital)	46,645	46,700	46,700	47,000
4405-8100	Other Capital Improvements	0	0	0	0
	Total Capital Outlay	49,325	49,700	49,700	50,000
Reimbursements					
4405-8610	Reimbursements - General Fund	48,800	46,800	46,800	50,000
	Total Reimbursements	48,800	46,800	46,800	50,000
	Total Expenditures	503,835	559,400	560,600	567,000

Proposition C Transit Fund

The Proposition C Transit Fund is used to account for sales tax revenue designated by voters for local transportation programs. These funds are received through the Los Angeles County Metropolitan Transit Authority (MTA).

Revenues

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Use of Money and Property					
460-4401	Interest Earnings	454	400	400	7,500
	Total Use of Money and Property	454	400	400	7,500
Intergovernmental - Local					
460-4704	Transit - Proposition C	453,981	434,200	434,200	509,600
460-5004	Other Revenue	0	0	17,000	17,000
	Total Intergovernmental - Local	453,981	434,200	451,200	526,600
	Total Revenues	454,435	434,600	451,600	534,100

Expenditures

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Salaries					
4605-7002	Regular Salaries	40,840	45,000	44,000	46,000
4605-7003	Part-Time/Temp Salaries	0	0	0	0
4605-7030	Overtime	0	0	0	0
	Total Salaries	40,840	45,000	44,000	46,000
Fringe Benefits					
4605-7071	Health Insurance	9,315	10,100	10,100	11,000
4605-7072	Retirement	5,391	5,600	5,700	6,900
4605-7073	Disability Insurance	267	200	200	300
4605-7074	Life Insurance	71	100	100	100
4605-7075	Vision	110	100	200	200
4605-7077	Medicare	577	800	600	700
4605-7078	Dental	768	600	800	800
	Total Fringe Benefits	16,499	17,500	17,700	20,000
	Total Personnel	16,499	62,500	61,700	66,000

Proposition C Transit Fund

Expenditures, *Continued*

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Services and Supplies					
4605-7610	Travel, Meetings and Conferences	0	500	500	500
4605-7613	Duplication and Photos	0	200	200	200
4605-7614	Office Supplies	0	200	200	200
4605-7621	Other Supplies	0	100	100	100
4605-7650	Vehicle Maintenance	1,418	4,500	4,500	2,000
4605-7674	Retiree Health Insurance	5,818	6,000	6,000	6,000
4605-7788	Recreation Shuttle Services	0	5,400	5,400	4,000
4605-7814	Graffiti Removal	4,529	5,400	5,800	4,000
4605-7821	Personal Computer Support	897	500	500	500
4605-7831	Wireless Phones/Devices	0	1,100	900	1,100
4605-7960	Foothill Transit Operations	259,462	292,000	292,000	292,000
4605-7980	Other Expenses	2,084	4,000	4,000	4,000
	Total Services and Supplies	274,208	319,900	320,100	314,600
Capital Outlay					
4605-8013	Vehicle Purchase	38,164	38,200	38,200	38,200
	Total Capital Outlay	38,164	38,200	38,200	38,200
Reimbursements					
4605-8610	Reimbursements - General Fund	40,000	38,100	38,100	40,000
4605-8620	Reimbursements - Proposition A	0	0	0	0
	Total Reimbursements	40,000	38,100	38,100	40,000
	Total Expenditures	409,711	458,700	458,100	458,800

Measure R Local Fund

Measure R is funded with 1/2-cent sales tax revenues that Los Angeles County voters approved in November 2008 to meet the transportation needs of Los Angeles County. Fifteen percent (15%) of the Measure R tax is designated for the Local Return (“LR”) Program to be used by cities and the County of Los Angeles. The Los Angeles County Metropolitan Transportation Authority allocates and distributes LR funds monthly on a per capita basis. Measure R LR funds can be used for specific types of transportation purposes only.

Revenues

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Use of Money & Property					
470-4401	Interest Earnings	1,907	1,700	1,600	30,300
	Total Use of Money & Property	1,907	1,700	1,600	30,300
Intergovernmental - Local					
470-4706	Transit - Measure R LR	340,431	325,700	325,700	382,200
	Total Intergovernmental - Local	340,431	325,700	325,700	382,200
	Total Revenues	342,338	327,400	327,300	412,500

Expenditures

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Capital Outlay					
4705-7915	Landscape - Sidewalk Repairs	0	0	0	0
4705-8060	Sidewalk Improvements	57,577	182,000	182,000	150,000
4705-8070	Street Improvements	300,000	400,000	400,000	265,000
4705-8100	Other Capital Improvements	0	0	0	0
	Total Capital Outlay	357,577	582,000	582,000	415,000
Reimbursements					
4705-8610	Reimbursements - General Fund	71,515	116,000	116,400	83,000
	Total Reimbursements	71,515	116,000	116,400	83,000
	Total Expenditures	429,092	698,000	698,400	498,000

Measure M Local Fund

Measure M is funded with 1/2-cent sales tax revenues that Los Angeles County voters approved in November 2016 to meet the transportation needs of Los Angeles County. Seventeen percent (17%) of the Measure M tax is designated for the Local Return (“LR”) Program to be used by cities and the County of Los Angeles. The Los Angeles County Metropolitan Transportation Authority allocates and distributes LR funds monthly on a per capita basis. Measure M LR funds can be used for specific types of transportation purposes only.

Revenues

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Use of Money & Property					
475-4401	Interest Earnings	961	500	500	10,000
	Total Use of Money & Property	961	500	500	10,000
Intergovernmental - Local					
475-4707	Transit - Measure M LR	385,237	369,100	369,100	433,100
	Total Intergovernmental - Local	385,237	369,100	369,100	433,100
	Total Revenues	386,198	369,600	369,600	443,100

Expenditures

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Capital Outlay					
4750-7965	Professional Services	0	0	0	40,000
4750-8060	Sidewalk Improvements	0	0	0	50,000
4750-8070	Street Improvements	0	0	0	150,000
4750-8100	Other Capital Improvements	48,500	0	0	0
	Total Capital Outlay	48,500	0	0	240,000
4750-8610	Reimbursements - General Fund	9,700	0	0	48,000
	Total Capital Outlay	9,700	0	0	48,000
	Total Expenditures	58,200	0	0	288,000

Measure W Transit Fund

Measure W is funded with a special parcel tax of 2.5 cents per square foot of impermeable area that Los Angeles County voters approved in July 2018. A portion of the proceeds are designated for the Local Return Program to be used by cities and the County of Los Angeles. Funds can be used for projects that increase storm water capture and reduce urban runoff pollution which may increase water supply and improve water quality.

Revenues

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Use of Money & Property					
490-4401	Interest Earnings	180	0	0	600
	Total Use of Money & Property	180	0	0	600
Intergovernmental - Local					
490-4709	Transit - Measure W Stormwater	248,433	250,000	250,000	250,000
	Total Intergovernmental - Local	248,433	250,000	250,000	250,000
	Total Revenues	248,613	250,000	250,000	250,600

Expenditures

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Capital Outlay					
4905-7980	Other Expenses	90,850	14,000	0	0
4905-8100	Other Capital Improvements	17,460	400,000	110,000	230,000
	Total Capital Outlay	108,310	414,000	110,000	230,000
4905-8610	Reimbursements - General Fund	0	0	0	0
	Total Capital Outlay	0	0	0	0
	Total Expenditures	108,310	414,000	110,000	230,000

Infrastructure Modernization Debt Service Fund

The Infrastructure Modernization Debt Serve Fund was established to make the debt service payments on the loan for the purpose of funding the Infrastructure Modernization Project. The final debt service payment will be made in 2034.

Revenues

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Use of Money and Property					
521-4401	Interest Earnings	1	0	0	0
	Total Use of Money and Property	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>
Other Financing Sources					
521-6901	Transfers In	220,837	220,900	220,900	220,900
	Total Other Financing Sources	<u>220,837</u>	<u>220,900</u>	<u>220,900</u>	<u>220,900</u>
	Total Revenues	<u><u>220,838</u></u>	<u><u>220,900</u></u>	<u><u>220,900</u></u>	<u><u>220,900</u></u>

Expenditures

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Financing Services					
5215-8314	Trustee Services	0	0	0	0
5215-8330	Other Expenses - Debt Service	1196	0	0	0
	Total Financing Services	<u>1,196</u>	<u>0</u>	<u>0</u>	<u>0</u>
Debt Service					
5215-8340	Principal Payments	158,010	161,900	161,900	165,800
5215-8350	Interest Expenses	62,827	59,000	59,000	55,100
	Total Debt Service	<u>220,837</u>	<u>220,900</u>	<u>220,900</u>	<u>220,900</u>
	Total Expenditures	<u><u>222,033</u></u>	<u><u>220,900</u></u>	<u><u>220,900</u></u>	<u><u>220,900</u></u>

Inclusionary Housing Fund

The Inclusionary Housing Fund was established by the City in fiscal year 2005-06 to track fees collected from residential housing projects and set aside for the provision of affordable housing. This program was temporarily suspended in 2016.

Revenues

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Use of Money and Property					
610-4401	Interest Earnings	892	700	700	13,300
	Total Use of Money and Property	892	700	700	13,300
	Total Revenues	892	700	700	13,300

Expenditures

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Capital Outlay					
6105-8100	Other Capital Improvements	0	0	0	0
	Total Capital Outlay	0	0	0	0
	Total Expenditures	0	0	0	0

Community Improvement Fund

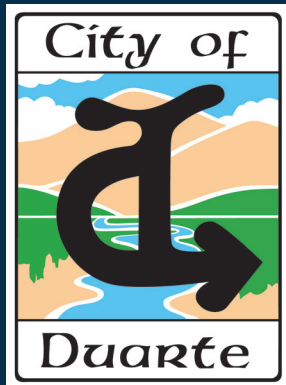
The Community Improvement Fund accounts for capital improvement projects that are paid through special funds.

Revenues

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Use of Money and Property					
620-4401	Interest Earnings	3,744	700	1,100	20,600
620-4503	Other Federal Grants	0	0	0	1,600,000
620-4611	Grant Program Revenue	0	567,000	467,000	1,133,000
620-4613	Other State Grants	0	1,150,000	100,000	2,000,000
620-5004	Other Revenue	0	234,000	114,700	234,000
	Total Use of Money and Property	3,744	1,951,700	682,800	4,987,600
Other Financing Sources					
620-6901	Transfers In - General Fund	48,511	0	0	0
	Total Other Financing Sources	48,511	0	0	0
	Total Revenues	52,255	1,951,700	682,800	4,987,600

Expenditures

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Services and Supplies					
6220-7965	Professional Services	35,500	0	30,000	0
6220-7980	Other Expenses	0	150,000	70,000	0
	Total Services and Supplies	35,500	150,000	100,000	0
Capital Outlay					
6205-8100	Other Capital Improvements	0	234,000	130,000	234,000
6210-8100	Other Capital Improvements	0	0	0	1,600,000
6220-8100	Other Capital Improvements	0	1,000,000	0	2,000,000
6225-8100	Other Capital Improvements	462,979	567,000	0	1,154,000
	Total Capital Outlay	462,979	1,801,000	130,000	4,988,000
	Total Expenditures	498,479	1,951,000	230,000	4,988,000



Section Four

Housing Authority

Housing Authority Fund

The Housing Authority was activated by the City Council in March 2011 by Resolution 11-08 for the purpose of implementing the City and former Redevelopment Agency's affordable housing efforts.

Revenues

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Use of Money and Property					
680-4401	Interest Earnings	3,381	2,000	2,100	40,200
680-5004	Other Revenue	250	0	0	0
680-5007	Gain on Sale of Land	0	0	0	0
	Total Use of Money and Property	3,631	2,000	2,100	40,200
Other Financing Sources					
680-6904	Transfers In - Affordable Housing	0	0	0	0
	Total Other Financing Sources	0	0	0	0
	Total Revenues	3,631	2,000	2,100	40,200

Expenditures

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Administration Services					
6805-7310	Meeting Stipends	4,230	5,600	5,600	5,100
6805-7312	Legal Counsel	0	1,000	1,000	1,000
	Total Administration Services	4,230	6,600	6,600	6,100
Services and Supplies					
6805-7965	Professional Services	13,624	78,600	30,600	117,600
6805-7980	Other Expenses	5,045	5,000	10,200	10,200
	Total Services and Supplies	18,669	83,600	40,800	127,800
	Total Expenditures	22,899	90,200	47,400	133,900

Housing Authority Fund

Revenues

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Use of Money and Property					
681-4401	Interest Earnings	5,355	5,700	5,200	98,900
681-4410	Sale of Land	0	0	0	0
681-5004	Other Revenue	0	0	0	0
681-5007	Gain on Sale of Land	0	0	0	0
681-5011	Silent Second Repayment	0	0	0	0
	Total Use of Money and Property	5,355	5,700	5,200	98,900
Other Financing Sources					
681-6904	Transfers In - Affordable Housing	0	0	0	0
	Total Other Financing Sources	0	0	0	0
	Total Revenues	5,355	5,700	5,200	98,900

Expenditures

Account Number	Account Description	FY 2021-22 Actual	FY 2022-23 Amended Budget	FY 2022-23 Estimated Actual	FY 2023-24 Budget
Administration Services					
6815-7310	Meeting Stipends	0	0	0	0
6815-7311	Administrative Services	0	0	0	0
6815-7312	Legal Counsel	0	0	0	0
	Total Administration Services	0	0	0	0
Services and Supplies					
6815-7965	Professional Services	8,578	8,600	8,600	8,600
6815-7971	Cost of Land Sold	0	0	0	0
6815-7980	Other Expenses	0	0	0	0
6815-9010	Transfer Out - SA	0	0	0	0
	Total Services and Supplies	8,578	8,600	8,600	8,600
	Total Expenditures	8,578	8,600	8,600	8,600



Section Five

Appendix

Glossary

Appropriation - An authorization by the City Council to make expenditures/expenses and to incur obligations for a specific purpose within a specific time frame.

Assessed Valuation - A dollar value placed on real estate or other property by Los Angeles County as a basis for levying property taxes.

Audit - A review of the City's accounts by internal audit staff or an independent auditing firm to substantiate fiscal year end funds, salaries, reserves, and cash on hand.

Beginning/Ending (Unappropriated) Fund Balance - Unencumbered resources available in a fund from the prior/current fiscal year after payment of the prior/current fiscal expenditures/expenses. This is not necessarily cash on hand.

Bond - A City may raise capital by issuing a written promise to pay a specific sum of money, called the face value or principal amount, at a specific date or dates in the future, together with periodic interest at a special rate.

Budget - A fiscal plan of financial operation listing an estimate of proposed applications or expenditures/expenses and the proposed means of financing them for a particular time period. The budget is proposed until it has been approved by the City Council.

Capital Improvement - A permanent addition to the City's assets, including the design, construction, or purchase of land, buildings, or facilities, or major renovations of same.

Capital Outlay - A budget appropriation category which budgets all equipment having a unit cost of more than a pre-approved amount, and an estimated useful life over a pre-approved period.

Capital Project Funds - These funds are used to account for the financial resources to be used for the acquisition or construction of major capital facilities.

Debt Service - Payment of the principal and interest on an obligation resulting from the issuance of bonds, notes, or certificates of participation (COP's).

Debt Service Funds - This fund type is used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

Deficit - An excess of expenditures or expenses over revenues (resources).

Department - An organizational unit comprised of divisions or programs. It is the basic unit of service responsibility encompassing a broad mandate or related activities.

Division - A sub-section (or activity) within a Department, which furthers the objectives of the City Council by providing specific services.

Encumbrances - A legal obligation to pay funds, the expenditure/expenses of which has not yet occurred. They cease to be encumbrances when the obligations are paid or otherwise terminated.

Expenditure - The actual spending of governmental funds set aside by appropriation.

Glossary

Fee - A fee is a charge imposed by the City on the beneficiary of a service it provides. Its purpose is to help recover some or all of the cost incurred by the City in providing a service. By law, a fee may not exceed the cost of providing a service.

Fiscal Year - A twelve-month period of time to which a budget applies. In the City of Duarte, the fiscal year is July 1 through June 30.

Full-Time Position - A full-time position is one in which an employee is budgeted to work 40 hours per week or 2080 hours each year. All full-time positions receive benefits such as holiday, vacation, sick pay, retirement benefits, health insurance, etc.

Fund - An independent fiscal and accounting entity used to record all financial transactions related to the specific purpose for which the fund was created.

Fund Balance - The amount of financial resources available for use. Generally, this represents the financial outcome of all the annual operating surpluses and deficits since the fund's inception.

General Fund - The primary fund of the City used to account for all revenues and expenditures of the City not legally restricted as to use. This fund is used to offset the cost of the City's general obligations. Examples of Departments financed by the General Fund include City Council, Public Safety, and Parks and Recreation.

Grant - Contributions, gifts of cash, or other assets from another governmental entity to be used or expended for a specific purpose, activity, or facility. An example is the Community Development Block Grant provided by the Federal Government.

Inter-fund Transfers - Monies transferred from one fund to another. Such money is transferred to finance the operations of another fund or to reimburse the fund for certain expenditures/expenses.

Line Item - A line item is the most detailed grouping of expenditures used in the City's accounting system. It is subordinate to the expense category. Typical line items are: professional services, office supplies, travel, postage, office equipment, motor vehicles, etc.

Municipal Code - A book that contains the City Council approved ordinances currently in effect. The Code defines City policy with respect to areas such as planning, etc.

Ordinance - A formal legislative enactment by the City Council. It has the full force and effect of law within City boundaries unless preempted by a higher form of law. An ordinance has a higher legal standing than a Resolution.

Part-Time Position - A part-time position is one in which an employee is budgeted to work less than 20 hours per week, or less than 1,000 hours during the year. Part-time employees do not receive benefits such as holiday, vacation, retirement benefits, health insurance, etc.

Reimbursement - Payment of an amount remitted on behalf of another party, Department, or fund.

Reserve - An account used to record a portion of a fund balance that is legally segregated for a specific use.

Glossary

Resolution - A special order of the City Council which has a lower legal standing than an Ordinance.

Special Revenue Funds - This fund type collects revenues that are restricted by the City, State, or Federal Government as to how they might be spent.

Tax - A tax is a levy imposed by a local government in conformance with the Government Code to raise revenue for public purposes. There are two types of taxes: general taxes are imposed for general governmental purposes, and special taxes are imposed for specific purposes.

City Council's Budget Resolution

RESOLUTION NO. 23-10

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA ESTABLISHING AN APPROPRIATIONS LIMIT PURSUANT TO THE PROVISIONS OF ARTICLE XIII B OF THE CALIFORNIA CONSTITUTION

WHEREAS, the voters approved the Gann Spending Limitation Initiative (Proposition 4) on November 6, 1979, adding Article XIII B to the Constitution of the State of California to establish and define annual appropriations limits on state and local government entities; and

WHEREAS, SB 1352 provides for the implementation of Article XIII B by defining various terms used in the article and prescribing procedures to be used in implementing specific provisions of the article, including the establishment by resolution each year by the governing body of each local jurisdiction of its appropriations limit; and

WHEREAS, the voters approved the Traffic Congestion Relief and Spending Limitation Act (Proposition 111) on June 5, 1990, amending Article XIII B of the Constitution of the State of California; and

WHEREAS, SB 88 provides for the implementation of Proposition 111 by defining various terms used in the article and prescribing procedures to be used in implementing the amendments to the article; and

WHEREAS, the required computations to determine the appropriations limit for FY 2023-24 have been performed by the Administrative Services Department and are on file with the Office of the City Clerk, and are available for public review; and

WHEREAS, these computations are provided in Attachment 1, which is herein incorporated by reference and attached hereto.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF DUARTE, CALIFORNIA DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1: The Appropriations Limit for the City of Duarte for fiscal year 2023-24 is \$44,787,876.

SECTION 2: The adjustment factors for the City's Appropriations Limit are: a) the change in City population; and b) the change in California per capita personal income.

SECTION 3. The City Clerk shall certify to the passage and adoption of this resolution and shall cause this resolution and her certification to be entered in the Book of Resolutions of the Council of this City.

/s/ Jody Schulz
Jody Schulz

APPROVED AS TO FORM:

ATTEST:

/s/ Thai Viet Phan
Thai Viet Phan, City Attorney

/s/ Annette Juarez
Annette Juarez, City Clerk

Gann Appropriation Limit Computation

Resolution 23-10

Attachment 1

CITY OF DUARTE COMPUTATION OF APPROPRIATIONS LIMIT

FY 2022-23 Appropriations Limit	\$40,228,737
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Change in per capita personal income	104.44%
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Change in County population = -0.75	1.066%
(Change in City population = 6.60)	

Cumulative compound change	1.1133304
(1.0444 x 1.066)	

FY 2023-24 Appropriations Limit	\$44,787,876
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Source: State of California, Department of Finance, Price and Population Information, May 2023