



# City of Duarte

## OPERATING BUDGET

*Fiscal Year 2022-2023*





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# Section One

*Introduction*

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# City Leadership

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Margaret Finlay  
Mayor  
District 4



Tzeitel Paras-Caracci  
Mayor Pro Tem  
District 1



Vinh Truong  
Councilmember  
District 2



Jody Schulz  
Councilmember  
District 3



Samuel Kang  
Councilmember  
District 5



Cesar Garcia  
Councilmember  
District 6



Toney Lewis  
Councilmember  
District 7

## Appointed Officials

Daniel Jordan, 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  
Brian Villalobos, Director of Public Safety Services  
Annette Juarez, Interim City Clerk

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# **Section Two**

*Community Profile*



# Organizational Structure



# 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.





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# Section Three

*Financial Summaries*

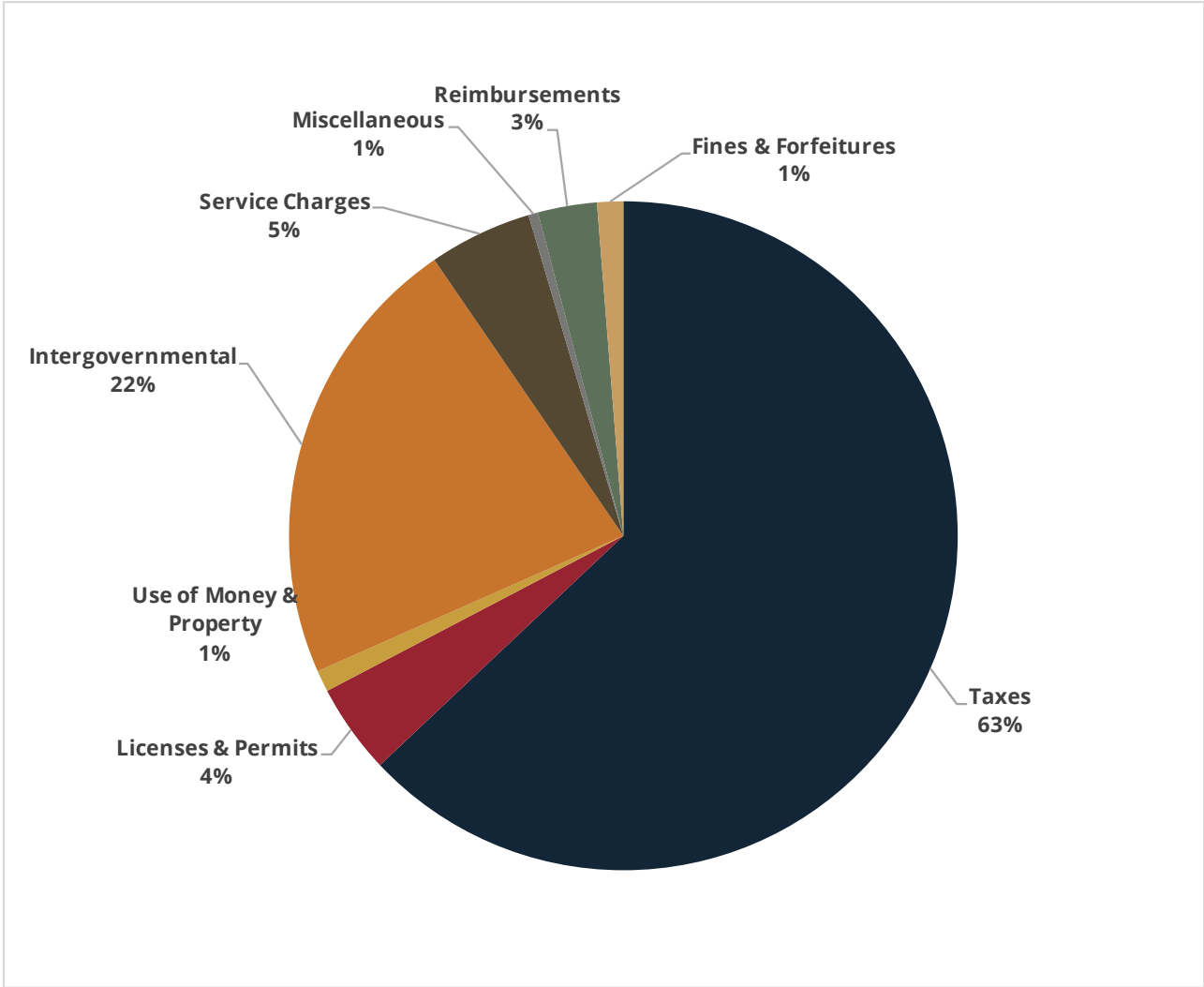


# Summary of Revenues, Expenditures, Transfers, and Fund Balances

	Fund Balance June 30, 2022	Revenues	Transfers In	Total Available	Expenditures	Transfers Out	Total Deductions	Fund Balance June 30, 2023
<b>GENERAL FUND</b>	<b>25,974,802</b>	<b>24,540,400</b>	<b>0</b>	<b>50,515,202</b>	<b>22,510,600</b>	<b>771,200</b>	<b>23,281,800</b>	<b>27,233,402</b>
<b>SPECIAL REVENUE FUNDS</b>								
State Gasoline Tax	1,857,865	628,400	0	2,486,265	721,200	0	721,200	1,765,065
SB1/RMRA	631,342	489,700	0	1,121,042	480,000	0	480,000	641,042
Landscaping & Lighting	53,778	986,500	550,300	1,590,578	1,588,300	0	1,588,300	2,278
Community Dev. Block Grant	(36)	750,000	0	749,964	750,000	0	750,000	(36)
Public Access Government Fee	8,139	33,000	0	41,139	0	0	0	41,139
Supplemental Law Enf.	0	160,100	0	160,100	160,100	0	160,100	0
Bicycle & Ped. Safety	0	20,200	0	20,200	20,200	0	20,200	0
Air Quality Mgmt.	139,852	28,200	0	168,052	20,400	0	20,400	147,652
Park Development Grant	0	576,000	0	576,000	576,000	0	576,000	0
Quimby Act	67,633	100	0	67,733	0	0	0	67,733
Proposition A	782,977	563,100	0	1,346,077	514,400	0	514,400	831,677
Proposition C	117,226	434,600	0	551,826	418,700	0	418,700	133,126
Measure R	861,993	327,400	0	1,189,393	660,000	0	660,000	529,393
Measure M	590,887	369,600	0	960,487	0	0	0	960,487
Measure W	186,454	250,000	0	436,454	414,000	0	414,000	22,454
<b>Subtotal</b>	<b>5,298,110</b>	<b>5,616,900</b>	<b>550,300</b>	<b>11,465,310</b>	<b>6,323,300</b>	<b>0</b>	<b>6,323,300</b>	<b>5,142,010</b>
<b>CAPITAL PROJECT FUNDS</b>								
Community Improvement	825,504	1,951,700	0	2,777,204	1,951,000	0	1,951,000	826,204
Inclusionary Housing	528,516	700	0	529,216	0	0	0	529,216
Housing Authority	6,046,312	7,700	0	6,054,012	98,800	0	98,800	5,955,212
<b>Subtotal</b>	<b>7,400,332</b>	<b>1,960,100</b>	<b>0</b>	<b>9,360,432</b>	<b>2,049,800</b>	<b>0</b>	<b>2,049,800</b>	<b>7,310,632</b>
<b>DEBT SERVICE FUNDS</b>								
Town Center Debt Service	109,401	0	0	109,401	3,300	0	3,300	106,101
Infrastructure Modernization	0	0	220,900	220,900	220,900	0	220,900	0
<b>Subtotal</b>	<b>109,401</b>	<b>0</b>	<b>220,900</b>	<b>330,301</b>	<b>224,200</b>	<b>0</b>	<b>224,200</b>	<b>106,101</b>
<b>TOTAL ALL FUNDS</b>	<b>38,782,645</b>	<b>32,117,400</b>	<b>771,200</b>	<b>71,671,245</b>	<b>31,107,900</b>	<b>771,200</b>	<b>31,879,100</b>	<b>39,792,145</b>



# General Fund Revenue Overview Chart

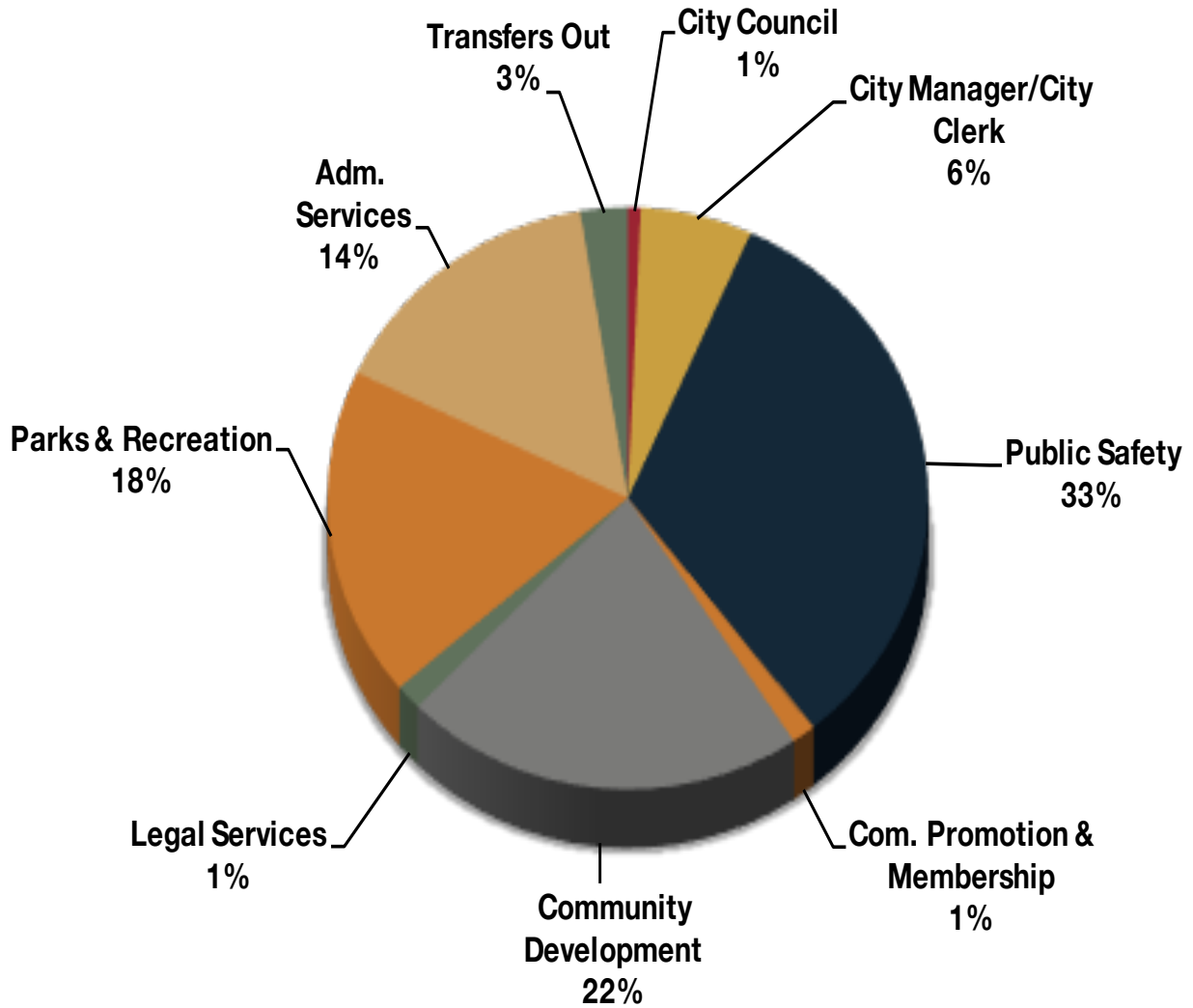


General Fund - Revenue Comparison by Source  
**Total General Fund Revenues = \$ 24,540,400**

# Revenues & Other Financing Sources

	FY 2020-21 ACTUAL	FY 2021-22 BUDGET	FY 2021-22 EST. ACTUAL	FY 2022-23 BUDGET
<b>GENERAL FUND</b>				
Taxes	13,696,738	13,417,900	15,026,000	15,455,000
Licenses and Permits	2,726,387	1,482,800	2,861,700	1,067,000
Fines and Forfeitures	323,717	265,000	613,000	310,000
Use of Money and Property	229,198	255,300	260,100	255,500
Intergovernmental - State	2,991,742	3,084,900	5,602,800	5,415,800
Service Charges - Parks and Rec.	101,339	209,900	226,600	346,900
Service Charges - Other	2,111,244	635,000	1,169,700	876,000
Miscellaneous	416,232	152,400	83,500	114,000
Reimbursements	696,869	781,400	674,600	700,200
Transfers In	0	0	0	0
<b>Subtotal</b>	<b>23,293,466</b>	<b>20,284,600</b>	<b>26,518,000</b>	<b>24,540,400</b>
<b>SPECIAL REVENUE FUNDS</b>				
State Gasoline Tax	483,815	531,000	565,200	628,400
SB1/RMRA	403,645	417,600	445,000	489,700
Landscaping & Lighting	1,595,621	1,476,500	1,544,800	1,536,800
Community Development Block Grant	4,964	500,000	4,000	750,000
PAEG Fees	32,540	34,800	33,000	33,000
Supplemental Law Enforcement	156,870	221,400	221,400	160,100
Bicycle and Pedestrian Safety	0	44,100	44,100	20,200
Air Quality Management	28,966	30,400	28,000	28,200
Park Development Grant	0	252,900	18,000	576,000
Quimby Act	239	200	100	100
Transportation - Prop A	627,066	442,300	477,600	563,100
Transportation - Prop C	367,304	364,200	363,500	434,600
Measure R	279,447	276,700	274,100	327,400
Measure M	313,094	309,900	309,100	369,600
Measure W	249,878	250,000	250,000	250,000
<b>Subtotal</b>	<b>4,543,449</b>	<b>5,152,000</b>	<b>4,577,900</b>	<b>6,167,200</b>
<b>CAPITAL PROJECT FUNDS</b>				
Community Improvement	319,208	1,526,800	692,100	1,951,700
Inclusionary Housing	1,866	1,900	800	700
LA Co Metro (STPL)	0	0	0	0
Housing Authority	689,970	20,700	8,800	7,700
<b>Subtotal</b>	<b>1,011,044</b>	<b>1,549,400</b>	<b>701,700</b>	<b>1,960,100</b>
<b>DEBT SERVICE FUNDS</b>				
Town Center Debt Service	1,042	0	0	0
Infrastructure Modernization	220,899	223,400	223,400	223,400
<b>Subtotal</b>	<b>221,941</b>	<b>223,400</b>	<b>223,400</b>	<b>223,400</b>
<b>Total All Funds</b>	<b>29,069,900</b>	<b>27,209,400</b>	<b>32,021,000</b>	<b>32,891,100</b>

# General Fund Expenditure Overview Chart



General Fund - Expenditure Comparison by Department  
**Total General Fund Expenditures = \$ 23,281,800**



# Expenditures & Other Financing Use

	<b>FY 2020-21 ACTUAL</b>	<b>FY 2021-22 BUDGET</b>	<b>FY 2021-22 EST. ACTUAL</b>	<b>FY 2022-23 BUDGET</b>
<b>GENERAL FUND</b>				
City Council	144,347	185,600	185,600	200,400
City Manager/City Clerk	757,017	798,500	800,500	1,039,400
Legal Services	456,148	531,000	745,000	663,000
Comm. Promotions & Memberships	347,503	521,500	526,600	552,700
Public Safety	6,103,431	6,689,400	6,689,400	6,922,800
Community Development	4,617,744	3,001,500	3,107,100	3,997,800
Field Services & Sports Park	788,951	900,400	858,900	1,133,400
Parks and Recreation	1,479,444	1,433,800	1,468,600	1,793,500
Facilities Maintenance	864,237	1,135,000	982,600	1,673,500
Administrative Services	3,673,434	4,110,400	4,086,600	4,534,100
Transfers Out	1,503,351	804,600	826,405	771,200
<b>Subtotal</b>	<b>20,735,607</b>	<b>20,111,700</b>	<b>20,277,305</b>	<b>23,281,800</b>
<b>SPECIAL REVENUE FUNDS</b>				
State Gasoline Tax	381,275	1,110,000	381,275	721,200
SB1/RMRA	276,000	360,000	276,000	480,000
Landscaping & Lighting	1,635,684	1,635,684	1,596,300	1,588,300
CDBG	5,000	500,000	4,000	750,000
PAEG Fees	0	55,000	65,000	0
Supplemental Law Enforcement	156,870	221,400	221,400	160,100
Bicycle and Pedestrian Safety	0	44,100	44,100	20,200
Air Quality Management	117,576	18,300	18,300	20,400
Park Development Grant	0	252,900	18,000	576,000
Quimby Act	0	0	0	0
Transportation - Prop A	410,395	438,500	422,800	417,900
Transportation - Prop C	431,888	440,100	428,800	418,700
Measure R	406,295	540,000	483,600	660,000
Measure M	312,883	94,800	58,200	0
Measure W	199,423	114,000	114,000	414,000
<b>Subtotal</b>	<b>4,333,289</b>	<b>5,824,784</b>	<b>4,131,775</b>	<b>6,226,800</b>
<b>CAPITAL PROJECTS FUND</b>				
Community Improvement	0	1,476,600	643,000	1,951,000
LA Co Metro (STPL)	0	0	0	0
Inclusionary Housing	0	0	0	0
Housing Authority	60,863	63,900	37,200	98,800
<b>Subtotal</b>	<b>60,863</b>	<b>1,540,500</b>	<b>680,200</b>	<b>2,049,800</b>
<b>DEBT SERVICE FUNDS</b>				
Town Center Debt Service	152,680	152,700	152,700	3,300
Infrastructure Modernization	220,837	222,500	220,800	220,900
<b>Subtotal</b>	<b>373,517</b>	<b>375,200</b>	<b>373,500</b>	<b>224,200</b>
<b>Total All Funds</b>	<b>25,503,277</b>	<b>27,852,184</b>	<b>25,462,780</b>	<b>31,782,600</b>

# Personnel Summary

	FY 2021-22		FY 2022-23	
	Full-Time	Part-Time	Full-Time	Part-Time
<b>CITY MANAGER/CITY CLERK</b>				
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	0.00	0.00	1.00	0.00
<b>Department Total</b>	<b>4.00</b>	<b>0.00</b>	<b>5.00</b>	<b>0.00</b>
<b>PUBLIC SAFETY</b>				
Director of Public Safety Services	1.00	0.00	1.00	0.00
Public Safety Manager	1.00	0.00	1.00	0.00
Code Compliance/Animal Control Off.	2.00	0.00	3.00	0.00
Crime Prevention Specialist	1.00	0.00	1.00	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	0.50
<b>Department Total</b>	<b>8.00</b>	<b>5.00</b>	<b>9.00</b>	<b>5.00</b>
<b>PARKS &amp; RECREATION</b>				
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	10.75
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	3.00
Computer Lab Instructor	0.00	0.50	0.00	0.50
Boxing Trainer	0.00	0.50	0.00	0.50
Assistant Boxing Trainer	0.00	1.25	0.00	1.25
<b>Department Total</b>	<b>7.00</b>	<b>18.50</b>	<b>7.00</b>	<b>18.50</b>

# Personnel Summary

	FY 2021-22		FY 2022-23	
	Full-Time	Part-Time	Full-Time	Part-Time
<b>FACILITY MAINTENANCE</b>				
Facilities Maintenance Supervisor	1.00	0.00	1.00	0.00
Custodian	0.00	6.00	0.00	5.50
<b>Department Total</b>	<b>1.00</b>	<b>6.00</b>	<b>1.00</b>	<b>5.50</b>
<b>COMMUNITY DEVELOPMENT</b>				
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
<b>Department Total</b>	<b>9.00</b>	<b>0.50</b>	<b>9.00</b>	<b>0.50</b>
<b>FIELD SERVICES</b>				
Field Services Manager	1.00	0.00	1.00	0.00
Senior Maintenance Technician	4.00	0.00	4.00	0.00
<b>Department Total</b>	<b>5.00</b>	<b>0.00</b>	<b>5.00</b>	<b>0.00</b>
<b>ADMINISTRATIVE SERVICES</b>				
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
<b>Department Total</b>	<b>7.00</b>	<b>0.50</b>	<b>7.00</b>	<b>0.50</b>
<b>CITY TOTAL</b>	<b>41.00</b>	<b>30.50</b>	<b>43.00</b>	<b>30.00</b>



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# **Section Four**

*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 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Taxes</b>					
100-4001	General Property Tax	2,503,628	2,420,000	2,520,000	2,621,000
100-4002	Sales and Use Tax - 19061	5,958,213	6,205,000	6,788,000	6,863,000
100-4003	Franchise Tax	1,159,501	1,081,500	1,160,000	1,200,000
100-4004	Business License Tax	306,911	307,000	307,000	306,000
100-4005	Transient Occupancy Tax	106,614	124,400	150,000	370,000
100-4006	Real Property Transfer Tax	91,161	88,000	88,000	80,000
100-4008	Sales and Use Tax - 783	3,570,710	3,192,000	4,013,000	4,015,000
	<b>Total Taxes</b>	<b>13,696,738</b>	<b>13,417,900</b>	<b>15,026,000</b>	<b>15,455,000</b>
<b>Licenses and Permits</b>					
100-4201	Building Permits	2,058,493	1,200,000	2,500,000	750,000
100-4202	Engineering Permits	510,485	100,000	200,000	150,000
100-4203	Industrial Waste Permits	55,944	40,000	45,000	40,000
100-4204	Animal Licenses	49,402	65,000	65,000	65,000
100-4205	Parking Permits	51,173	76,800	50,000	60,000
100-4206	Sign Permits	890	1,000	1,700	2,000
	<b>Total Licenses and Permits</b>	<b>2,726,387</b>	<b>1,482,800</b>	<b>2,861,700</b>	<b>1,067,000</b>
<b>Fines and Forfeitures</b>					
100-4301	Traffic Fines	22,167	20,000	21,000	20,000
100-4302	Parking Citations	277,380	225,000	250,000	260,000
100-4303	Other Fines	24,170	20,000	342,000	30,000
	<b>Total Fines and Forfeitures</b>	<b>323,717</b>	<b>265,000</b>	<b>613,000</b>	<b>310,000</b>
<b>Use of Money &amp; Property</b>					
100-4401	Interest Earnings	58,034	34,900	14,600	16,100
100-4402	Community Center Rentals	500	14,000	15,200	17,000
100-4403	Swimming Pool Rentals	750	9,000	9,000	8,000
100-4404	Other Building Rentals	-	12,800	3,200	4,000
100-4405	Chamber Building Rental	6,000	3,000	3,000	6,000
100-4406	Restroom & Gazebo Rentals	14,425	13,800	33,000	28,000
100-4407	Sports Field Rentals	19,550	35,800	50,100	40,000
100-4408	Property Rental	129,939	132,000	132,000	136,400
	<b>Total Use of Money &amp; Property</b>	<b>229,198</b>	<b>255,300</b>	<b>260,100</b>	<b>255,500</b>

# General Fund Revenues and Reimbursements

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Intergovernmental</b>					
100-4503	Other Federal Grants	-	0	2,544,200	2,544,200
100-4601	Motor Vehicle License Fees	2,456,468	2,513,800	2,562,000	2,638,000
100-4604	Public Safety Augmentation	134,287	127,500	144,000	150,000
100-4611	Grant Programs	160,475	27,800	40,000	-
100-4613	Other State Grants	160,164	184,400	185,000	78,000
100-4615	Recycling Grant	-	5,700	5,700	5,600
100-4616	America's Promise Grant	80,348	105,700	21,900	-
100-4618	Local Grants	-	120,000	100,000	-
	<b>Total Intergovernmental</b>	<b>2,991,742</b>	<b>3,084,900</b>	<b>5,602,800</b>	<b>5,415,800</b>
<b>Service Charges - Parks and Recreation</b>					
100-4801	Adult & Youth Recreation Class Fees	19,733	27,100	35,300	34,800
100-4802	Racquetball Court Fees	261	1,000	3,000	2,000
100-4803	Open Swim Fees	17,450	13,600	19,000	23,700
100-4804	Swim Team Fees	-	9,000	9,000	6,000
100-4805	Fitness Center Fees	769	3,600	3,600	14,000
100-4806	Adult Excursion Fees	-	8,000	8,000	39,000
100-4807	Health Membership Fees	8,510	20,000	24,500	24,000
100-4808	Swim Lesson Fees	1,630	41,000	41,000	61,600
100-4809	Sports Program Fees	4,830	21,700	15,000	19,400
100-4810	Teen Center Fees	2,155	3,200	5,200	6,400
100-4811	Boxing Fees	2,427	9,900	9,900	11,700
100-4812	Senior Center Fees	9,113	8,300	8,300	23,400
100-4813	Other Park & Recreation Fees	5,534	2,000	7,700	5,000
100-4814	Teen Excursion Fees	10	2,700	300	4,800
100-4815	Day Camp Fees	23,500	27,800	27,800	61,800
100-4816	Senior Recreation Class Fees	5,417	11,000	9,000	9,300
	<b>Total Service Charges - P&amp;R</b>	<b>101,339</b>	<b>209,900</b>	<b>226,600</b>	<b>346,900</b>
<b>Service Charges - Other</b>					
100-4901	Plan Check Fees	1,954,962	500,000	1,010,000	750,000
100-4902	Waste Management Fees	71,170	73,000	73,900	77,000
100-4903	Business Lic Application Fees	10,080	11,000	11,000	11,000
100-4904	Zoning Fees	67,706	40,000	68,800	30,000
100-4905	DUI Fees	746	1,000	1,000	1,000
100-4907	Auto Impound Fees	6,580	10,000	5,000	7,000
	<b>Total Service Charges - Other</b>	<b>2,111,244</b>	<b>635,000</b>	<b>1,169,700</b>	<b>876,000</b>

# General Fund Revenues and Reimbursements

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Miscellaneous</b>					
100-5004	Other Revenue	416,149	150,000	81,000	100,000
100-5005	Taxable Sales	8	-	-	-
100-5006	Concerts in the Park	75	2,400	2,500	14,000
	<b>Total Miscellaneous</b>	<b>416,232</b>	<b>152,400</b>	<b>83,500</b>	<b>114,000</b>
<b>Reimbursements</b>					
100-5102	Reimbursements - Gas Tax	57,731	183,600	133,800	120,200
100-5103	Reimbursements - Prop. A & C	134,811	88,800	47,300	46,800
100-5105	Reimb. - Landscaping & Lighting	343,200	343,200	343,200	343,200
100-5106	Reimbursements - Measure R	67,716	90,000	80,600	110,000
100-5107	Reimbursements - AQMD	(4,736)	0	0	-
100-5108	Reimbursements - Measure M	52,147	15,800	9,700	-
100-5109	Reimbursements - SB1/RMRA	46,000	60,000	60,000	80,000
	<b>Total Reimbursements</b>	<b>696,869</b>	<b>781,400</b>	<b>674,600</b>	<b>700,200</b>
	<b>Total General Fund Revenue</b>	<b>23,293,466</b>	<b>20,284,600</b>	<b>26,518,000</b>	<b>24,540,400</b>

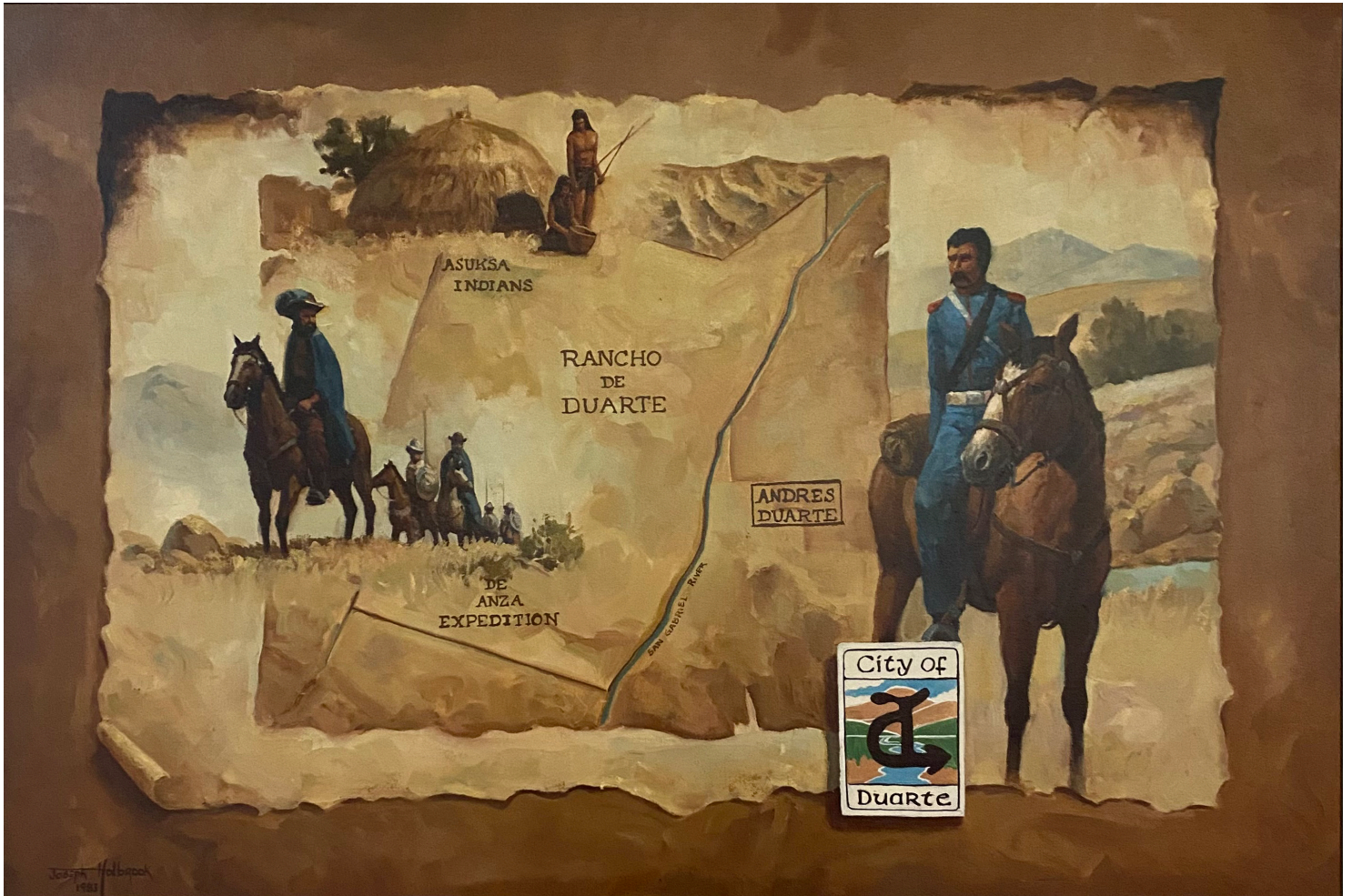
# City Council

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 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Salaries</b>					
1005-7002	Regular Salaries	57,521	60,300	58,000	58,000
	<b>Total Salaries</b>	<b>57,521</b>	<b>60,300</b>	<b>58,000</b>	<b>58,000</b>
<b>Fringe Benefits</b>					
1005-7071	Health Insurance	59,622	82,000	83,000	97,000
1005-7072	Retirement	3,765	3,200	3,200	3,300
1005-7073	Disability Insurance	577	600	300	300
1005-7074	Life Insurance	62	100	100	100
1005-7075	Vision	1,475	1,500	1,600	1,500
1005-7077	Medicare	884	700	700	700
1005-7078	Dental	7,871	9,500	10,500	10,000
	<b>Total Fringe Benefits</b>	<b>74,256</b>	<b>97,600</b>	<b>99,400</b>	<b>112,900</b>
	<b>Total Personnel</b>	<b>131,777</b>	<b>157,900</b>	<b>157,400</b>	<b>170,900</b>
<b>Services and Supplies</b>					
1005-7614	Office Supplies	922	1,500	1,500	3,500
1005-7640	Council Expenses - Garcia	0	3,500	3,500	3,500
1005-7641	Council Expenses - Fasana	0	0	0	0
1005-7642	Council Expenses - Finlay	3,487	3,500	4,000	4,000
1005-7643	Council Expenses - Truong	629	3,500	3,500	3,500
1005-7644	Council Expenses - Schulz	598	3,500	3,500	3,500
1005-7646	Council Expenses - Paras	2,099	3,500	3,500	3,500
1005-7647	Council Expenses - Reilly	931	0	0	0
1005-7648	Council Expenses - Kang	900	3,500	3,500	3,500
1005-7649	Council Expenses - Urias	1,934	700	700	0
1005-7650	Council Expenses - Lewis	1,004	3,500	3,500	3,500
1005-7980	Other Expenses	66	1,000	1,000	1,000
	<b>Total Services and Supplies</b>	<b>12,570</b>	<b>27,700</b>	<b>28,200</b>	<b>29,500</b>
	<b>Total City Council</b>	<b>144,347</b>	<b>185,600</b>	<b>185,600</b>	<b>200,400</b>



# 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, 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 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Salaries</b>					
1010-7002	Regular Salaries	492,777	509,300	509,300	585,300
1010-7003	Part-Time/Temp Salaries	32,842	13,200	13,000	0
1010-7030	Overtime	2,636	0	2,000	0
	<b>Total Salaries</b>	<b>528,255</b>	<b>522,500</b>	<b>524,300</b>	<b>585,300</b>
<b>Fringe Benefits</b>					
1010-7071	Health Insurance	50,203	59,200	59,300	79,600
1010-7072	Retirement	43,996	39,400	42,200	47,800
1010-7073	Disability Insurance	5,253	6,300	2,400	2,700
1010-7074	Life Insurance	689	800	800	1,000
1010-7075	Vision	773	1,000	700	900
1010-7076	Tuition Reimbursement	0	3,000	3,000	0
1010-7077	Medicare	5,948	6,800	7,000	8,000
1010-7078	Dental	3,639	4,500	4,800	5,900
	<b>Total Fringe Benefits</b>	<b>110,501</b>	<b>121,000</b>	<b>120,200</b>	<b>145,900</b>
	<b>Total Personnel</b>	<b>638,756</b>	<b>643,500</b>	<b>644,500</b>	<b>731,200</b>
<b>Services and Supplies</b>					
1010-7610	Travel, Meetings and Conferences	290	10,000	6,000	11,000
1010-7612	Publications	5,465	5,000	8,000	8,000
1010-7614	Office Supplies	2,007	2,000	2,000	2,000
1010-7651	Election Services	8,023	0	1,000	91,600
1010-7670	Legal Notices	19,483	20,000	22,000	20,000
1010-7685	Granicus	15,107	25,000	24,000	32,600
1010-7965	Professional Expenses	63,455	70,000	70,000	120,000
1010-7980	Other Expenses	4,431	23,000	23,000	23,000
	<b>Total Services and Supplies</b>	<b>118,261</b>	<b>155,000</b>	<b>156,000</b>	<b>308,200</b>
	<b>Total City Manager/City Clerk</b>	<b>757,017</b>	<b>798,500</b>	<b>800,500</b>	<b>1,039,400</b>

# 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.

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Services and Supplies</b>					
1015-7680	City Attorney	84,147	120,000	120,000	150,000
1015-7682	Labor Counsel	125,957	50,000	50,000	54,000
1015-7684	Code Enforcement	94,096	100,000	164,000	209,000
1015-7686	Other Legal Services	151,948	261,000	411,000	250,000
	<b>Total Services and Supplies</b>	<u>456,148</u>	<u>531,000</u>	<u>745,000</u>	<u>663,000</u>
	<b>Total Legal Services</b>	<u>456,148</u>	<u>531,000</u>	<u>745,000</u>	<u>663,000</u>



# 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 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Services and Supplies</b>					
1020-7710	Chamber of Commerce	64,300	89,300	89,300	134,300
1020-7711	Employee Recognition Committee	5,609	8,000	14,000	12,000
1020-7712	Community Information	95,650	125,000	125,000	130,000
1020-7713	Duarte Historical Museum	6,403	20,800	20,800	12,000
1020-7716	Special Community Events	22,670	67,000	69,000	54,000
1020-7717	Route 66 Parade	0	8000	0	10000
1020-7718	City Newsletter	12,910	35,600	35,600	35,600
1020-7719	Volunteer Recognition	81	8,000	4,000	4,000
1020-7720	PEG Channel & Public Access	62,962	36,100	31,600	63,000
1020-7722	City Website	11,468	50,000	55,000	15,000
1020-7724	Post Office Parking	14,988	12,500	16,100	15,000
1020-7726	Council Cablecasting	12,520	13,000	13,000	13,000
1020-7980	Other Expenses	1,976	9,000	14,000	15,000
	<b>Total Services and Supplies</b>	<b>311,537</b>	<b>482,300</b>	<b>487,400</b>	<b>512,900</b>
	<b>Total Community Promotions</b>	<b>311,537</b>	<b>482,300</b>	<b>487,400</b>	<b>512,900</b>
<b>Memberships</b>					
<b>Services and Supplies</b>					
1025-7696	SGV Council of Government	13,502	13,500	13,100	13,200
1025-7698	SCAG	2,398	2,400	2,400	2,400
1025-7699	League of California Cities	10,009	10,000	10,000	10,000
1025-7700	SGV Economic Partnership	2,625	2,600	2,600	2,600
1025-7701	Area D Civil Defense	1,102	1,100	1,100	1,300
1025-7702	National League of Cities	1,953	2,000	2,000	2,000
1025-7703	Contract Cities Association	3,400	3,400	3,600	3,600
1025-7705	LAFCO Membership	677	700	600	600
1025-7706	MADIA	300	0	0	300
1025-7707	LARA membership	0	3,500	3,800	3,800
	<b>Total Services and Supplies</b>	<b>35,966</b>	<b>39,200</b>	<b>39,200</b>	<b>39,800</b>
	<b>Total Memberships</b>	<b>35,966</b>	<b>39,200</b>	<b>39,200</b>	<b>39,800</b>
	<b>Total Community Prom. &amp; Member.</b>	<b>347,503</b>	<b>521,500</b>	<b>526,600</b>	<b>552,700</b>

# 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 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Salaries</b>					
1205-7002	Regular Salaries	771,976	781,800	790,000	882,000
1205-7003	Part-Time/Temp Salaries	115,455	149,200	120,000	226,400
1205-7030	Overtime	19,122	25,000	25,000	25,000
	<b>Total Salaries</b>	<b>906,553</b>	<b>956,000</b>	<b>935,000</b>	<b>1,133,400</b>
<b>Fringe Benefits</b>					
1205-7071	Health Insurance	79,830	79,500	92,300	114,000
1205-7072	Retirement	92,675	88,200	89,000	96,100
1205-7073	Disability Insurance	8,424	9,900	3,600	4,000
1205-7074	Life Insurance	1,014	1,200	1,200	1,300
1205-7075	Vision	1,758	1,700	1,500	1,900
1205-7076	Tuition Reimbursement	3,000	3,000	3,000	3,000
1205-7077	Medicare	12,976	12,400	12,100	15,500
1205-7078	Dental	9,401	9,000	10,600	12,400
	<b>Total Fringe Benefits</b>	<b>209,078</b>	<b>204,900</b>	<b>213,300</b>	<b>248,200</b>
	<b>Total Personnel</b>	<b>1,115,631</b>	<b>1,160,900</b>	<b>1,148,300</b>	<b>1,381,600</b>



# Public Safety Department

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Services and Supplies</b>					
1205-7610	Travel, Meetings and Conferences	1,711	4,000	4,000	5,000
1205-7612	Publications	2,885	3,500	3,500	3,500
1205-7613	Duplication and Photos	2,012	1,800	1,800	2,000
1205-7614	Office Supplies	1,993	3,000	3,000	3,000
1205-7615	Emergency Supplies	14,297	25,000	25,000	30,000
1205-7636	Uniforms	1,911	4,000	4,000	4,000
1205-7650	Vehicle Maintenance	40,188	33,000	33,000	27,000
1205-7655	Emergency Services	20,361	27,000	27,000	27,000
1205-7694	Public Safety Commission	0	200	200	200
1205-7760	Homeless Outreach Program	19,868	130,000	130,000	24,500
1205-7761	Parking Ticket Collections	84,889	115,000	115,000	115,000
1205-7762	Parking Pass Kiosk	2,998	4,000	5,300	5,000
1205-7779	Youth Programs	11,425	25,000	25,000	25,000
1205-7780	Animal Control	68,264	85,000	85,000	83,000
1205-7781	Contract Law Enforcement	4,375,944	4,725,400	4,734,700	4,837,300
1205-7782	Crossing Guard Contract	7,119	45,000	45,000	53,000
1205-7783	GAPP Program	107,415	110,000	110,000	109,000
1205-7784	Prisoner Maintenance	0	1,500	1,500	3,000
1205-7787	Public Safety Center Lease	140,381	148,800	148,800	153,500
1205-7823	Code/Animal Control Data System	7,900	8,300	8,300	8,700
1205-7887	Repairs and Maintenance	739	2,000	2,000	3,500
1205-7980	Other Expenses	54,933	25,000	25,000	11,000
	<b>Total Services and Supplies</b>	<b>4,967,233</b>	<b>5,526,500</b>	<b>5,537,100</b>	<b>5,533,200</b>
<b>Capital Outlay</b>					
1205-8030	Other Equipment	517	1,000	3,000	7,000
1205-8100	Other Capital Improvements	20,050	1,000	1,000	1,000
	<b>Total Capital Outlay</b>	<b>20,567</b>	<b>2,000</b>	<b>4,000</b>	<b>8,000</b>
	<b>Total Public Safety</b>	<b>6,103,431</b>	<b>6,689,400</b>	<b>6,689,400</b>	<b>6,922,800</b>



# Community Development Department



The Community Development Department comprises four divisions: Planning, Engineering/Public Works, Building and Safety, and Field Services. The Department is dedicated to providing helpful and professional assistance to residents and the business community. 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 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Salaries</b>					
1405-7002	Regular Salaries	976,385	997,400	960,400	1,024,400
1405-7003	Part-Time/Temp Salaries	0	15,000	7,000	18,400
1405-7030	Overtime	0	21,000	2,000	0
	<b>Total Salaries</b>	<b>976,385</b>	<b>1,033,400</b>	<b>969,400</b>	<b>1,042,800</b>
<b>Fringe Benefits</b>					
1405-7071	Health Insurance	102,482	100,000	92,300	116,000
1405-7072	Retirement	103,721	105,000	100,500	101,700
1405-7073	Disability Insurance	10,849	12,800	4,500	4,700
1405-7074	Life Insurance	1,323	1,500	1,500	1,600
1405-7075	Vision	2,474	2,500	1,800	1,900
1405-7076	Tuition Reimbursement	6,143	6,000	2,000	6,000
1405-7077	Medicare	13,882	13,700	13,200	14,000
1405-7078	Dental	13,279	13,100	12,400	13,100
	<b>Total Fringe Benefits</b>	<b>254,153</b>	<b>254,600</b>	<b>228,200</b>	<b>259,000</b>
	<b>Total Personnel</b>	<b>1,230,538</b>	<b>1,288,000</b>	<b>1,197,600</b>	<b>1,301,800</b>
<b>Services and Supplies</b>					
1405-7610	Travel, Meetings and Conferences	2,151	8,000	8,000	8,000
1405-7612	Publications	4,405	7,000	7,000	8,000
1405-7613	Duplication and Photos	837	3,500	3,500	4,000
1405-7614	Office Supplies	5,008	8,000	8,000	10,000
1405-7650	Vehicle Maintenance	677	3,000	3,000	3,000
1405-7690	Planning Commission	1,250	6,000	6,000	6,000
1405-7800	Building Department Services	1,080,467	863,000	970,000	500,000
1405-7801	Industrial Waste Inspections	22,731	20,000	20,000	20,000
1405-7965	Professional Services	204,103	125,000	149,000	93,000
1405-7967	Public Works Inspections	140,412	100,000	200,000	100,000
1405-7969	City Engineer	91,630	100,000	100,000	100,000
1405-7975	Economic Development Expenses	23,148	50,000	50,000	225,000
1405-7980	Other Expenses	36,928	85,000	85,000	86,000
1405-8100	Other Capital Improvements	1,773,459	335,000	300,000	1,533,000
	<b>Total Services and Supplies</b>	<b>3,387,206</b>	<b>1,713,500</b>	<b>1,909,500</b>	<b>2,696,000</b>
	<b>Total Community Development</b>	<b>4,617,744</b>	<b>3,001,500</b>	<b>3,107,100</b>	<b>3,997,800</b>



# Community Development Department

## Field Services

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Salaries</b>					
1410-7002	Regular Salaries	415,784	384,400	384,400	390,300
1410-7030	Overtime	926	6,000	6,000	5,000
	<b>Total Salaries</b>	<b>416,710</b>	<b>390,400</b>	<b>390,400</b>	<b>395,300</b>
<b>Fringe Benefits</b>					
1410-7071	Health Insurance	92,566	96,200	97,200	97,000
1410-7072	Retirement	39,365	36,100	36,800	37,000
1410-7073	Disability Insurance	4,492	5,000	1,900	1,900
1410-7074	Life Insurance	539	600	600	700
1410-7075	Vision	1,414	1,500	1,000	1,100
1410-7076	Tuition Reimbursement	0	1,500	1,500	1,500
1410-7077	Medicare	5,997	5,300	5,400	5,600
1410-7078	Dental	6,994	7,600	6,900	6,900
	<b>Total Fringe Benefits</b>	<b>151,367</b>	<b>153,800</b>	<b>151,300</b>	<b>151,700</b>
	<b>Total Personnel</b>	<b>568,077</b>	<b>544,200</b>	<b>541,700</b>	<b>547,000</b>
<b>Services and Supplies</b>					
1410-7610	Travel, Meetings and Conferences	680	4,000	4,000	5,000
1410-7612	Publications	1,057	3,000	3,000	3,000
1410-7614	Office Supplies	408	1,500	1,500	2,000
1410-7621	Other Supplies	83	800	800	1,000
1410-7630	Equipment Rentals	1,158	3,000	3,000	3,000
1410-7636	Uniforms	3,449	4,500	4,500	5,000
1410-7650	Vehicle Maintenance	34,298	40,000	40,000	35,000
1410-7656	Emergency Generator	10,078	10,000	10,000	10,000
1410-7810	Street Sweeping	1,464	2,600	2,600	2,600
1410-7814	Graffiti Removal	8,253	25,000	25,000	40,000
1410-7815	Brush Clearance	53,770	80,000	80,000	80,000
1410-7887	Repairs and Maintenance	2,072	3,000	3,000	3,000
1410-7896	Tree Replacement	-	0	0	0
1410-7900	Emergency Cleanup/Maintenance	-	0	0	0
1410-7980	Other Expenses	10,096	18,000	18,000	20,000
1410-8030	Other Equipment	2,394	3,000	4,000	4,000
1410-8100	Emergency Capital Projects	0	45,000	5,000	260,000
	<b>Total Services and Supplies</b>	<b>129,260</b>	<b>243,400</b>	<b>204,400</b>	<b>473,600</b>
	<b>Total Field Services</b>	<b>697,337</b>	<b>787,600</b>	<b>746,100</b>	<b>1,020,600</b>

# Community Development Department

## Sports Park

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Services and Supplies</b>					
1415-7661	Sports Park - Other Services	549	600	600	600
1415-7843	Sports Park - Water	62,958	75,000	75,000	75,000
1415-7875	Sports Park - Lighting	6,079	12,000	12,000	12,000
1415-7889	Sports Park - Repairs	908	5,000	5,000	5,000
1415-7907	Sports Park - Tree Trimming	3,960	3,000	3,000	3,000
1415-7916	Sports Park - Landscape	17,160	17,200	17,200	17,200
	<b>Total Services and Supplies</b>	<b><u>91,614</u></b>	<b><u>112,800</u></b>	<b><u>112,800</u></b>	<b><u>112,800</u></b>
	<b>Total Field Svcs. &amp; Sports Park</b>	<b><u>788,951</u></b>	<b><u>900,400</u></b>	<b><u>858,900</u></b>	<b><u>1,133,400</u></b>
	<b>Total Community Development</b>	<b><u>5,406,695</u></b>	<b><u>3,901,900</u></b>	<b><u>3,966,000</u></b>	<b><u>5,131,200</u></b>

# Parks and Recreation Department

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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 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Salaries</b>					
1605-7002	Regular Salaries	422,755	412,000	362,100	427,000
1605-7003	Part-Time/Temp Salaries	34,287	36,600	36,600	0
1605-7010	Playground Supervisor Salaries	41,764	51,000	51,000	132,600
1605-7011	Fitness Center Salaries	98,507	78,500	103,000	179,900
1605-7012	Aquatics Salaries	53,186	73,800	84,600	99,000
1605-7013	Boxing Salaries	36,404	60,100	60,100	58,300
1605-7014	Teen Center Salaries	133,846	174,100	174,100	188,500
1605-7016	Senior Center Salaries	167,127	90,900	142,000	128,900
1605-7030	Overtime	345	500	600	1,000
	<b>Total Salaries</b>	<b><u>988,221</u></b>	<b><u>977,500</u></b>	<b><u>1,014,100</u></b>	<b><u>1,215,200</u></b>
<b>Fringe Benefits</b>					
1605-7071	Health Insurance	92,756	70,000	64,000	65,700
1605-7072	Retirement	81,579	61,300	59,400	71,300
1605-7073	Disability Insurance	8,190	8,800	2,600	3,200
1605-7074	Life Insurance	980	1,000	900	1,100
1605-7075	Vision	1,616	1,800	1,300	1,400
1605-7077	Medicare	12,410	16,100	15,100	16,800
1605-7078	Dental	8,179	9,400	9,500	9,500
	<b>Total Fringe Benefits</b>	<b><u>205,710</u></b>	<b><u>168,400</u></b>	<b><u>152,800</u></b>	<b><u>169,000</u></b>
	<b>Total Personnel</b>	<b><u>1,193,931</u></b>	<b><u>1,145,900</u></b>	<b><u>1,166,900</u></b>	<b><u>1,384,200</u></b>

# Parks and Recreation Department

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Services and Supplies</b>					
1605-7610	Travel, Meetings and Conferences	1,095	4,300	7,300	7,500
1605-7612	Publications	3,338	2,000	2,000	2,000
1605-7614	Office Supplies	2,682	3,500	3,500	3,500
1605-7636	Uniforms	348	2,000	2,500	2,500
1605-7650	Vehicle Maintenance	5,544	8,000	8,000	7,000
1605-7653	ActiveNet Fees	4,423	9,000	9,000	13,000
1605-7691	Parks and Recreation Commission	75	1,000	1,000	1,200
1605-7693	Youth Council	940	2,000	2,600	3,200
1605-7728	AmeriCorps VIP Program	114,112	13,500	13,100	0
1605-7729	Concerts in the Park	0	4,000	4,000	24,000
1605-7730	Special Events	25,844	20,000	23,000	30,000
1605-7732	City Picnic	0	21,000	27,700	29,000
1605-7733	Senior Center	13,599	17,100	21,000	34,400
1605-7735	Teen Center	22,780	27,900	27,900	22,100
1605-7736	Adult & Youth Rec Classes	23,782	19,100	24,400	27,800
1605-7737	Adult Excursions	-2,091	6,600	6,600	16,500
1605-7738	Teen Excursions	-	2,900	600	4,800
1605-7739	Publicity	9,598	11,000	8,000	35,000
1605-7740	Day Camps	4,432	4,400	10,000	12,300
1605-7741	Sports/Playground Program	0	15,400	10,800	15,800
1605-7742	Parks & Rec Financial Assistance Prog.	0	5,000	5,000	5,000
1605-7744	Nutrition Program	0	0	0	0
1605-7745	Boxing Program	2,206	18,600	9,700	17,700
1605-7750	Bus Rentals	0	6,500	6,500	14,000
1605-7753	Youth Sports/Programs	0	5,000	0	5,000
1605-7756	Senior Rec Classes	1,394	8,100	5,000	6,500
1605-7758	Independence Day Celebration	43,223	45,000	49,000	51,000
1605-7965	Professional Services	0	0	5,000	10,000
1605-7980	Other Expenses	8,189	5,000	8,500	8,500
	<b>Total Services and Supplies</b>	<b><u>285,513</u></b>	<b><u>287,900</u></b>	<b><u>301,700</u></b>	<b><u>409,300</u></b>
	<b>Total Parks and Recreation</b>	<b><u><u>1,479,444</u></u></b>	<b><u><u>1,433,800</u></u></b>	<b><u><u>1,468,600</u></u></b>	<b><u><u>1,793,500</u></u></b>

# Parks and Recreation Department

## Facilities Maintenance

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Salaries</b>					
1610-7002	Regular Salaries	93,874	89,100	91,800	94,500
1610-7003	Part-Time/Temp Salaries	273,075	265,300	246,300	267,000
1610-7030	Overtime	0	0	0	0
	<b>Total Salaries</b>	<b>366,949</b>	<b>354,400</b>	<b>338,100</b>	<b>361,500</b>
<b>Fringe Benefits</b>					
1610-7071	Health Insurance	20,330	20,300	21,500	22,500
1610-7072	Retirement	13,127	11,600	11,800	12,100
1610-7073	Disability Insurance	1,099	1,200	500	500
1610-7074	Life Insurance	132	200	200	200
1610-7075	Vision	322	300	300	300
1610-7077	Medicare	5,305	6,000	5,200	5,200
1610-7078	Dental	1,706	1,700	1,800	1,800
	<b>Total Fringe Benefits</b>	<b>42,021</b>	<b>41,300</b>	<b>41,300</b>	<b>42,600</b>
	<b>Total Personnel</b>	<b>408,970</b>	<b>395,700</b>	<b>379,400</b>	<b>404,100</b>
<b>Services and Supplies</b>					
1610-7616	Pool Supplies	24,534	23,000	14,000	13,000
1610-7617	Pool Chemicals	21,664	12,300	23,300	15,000
1610-7618	Building Supplies	52,136	70,800	70,400	76,000
1610-7633	Cable Access	1,981	2,000	2,000	2,000
1610-7636	Uniforms	2,191	2,300	2,300	3,000
1610-7650	Vehicle Maintenance	9,202	7,000	10,000	7,000
1610-7652	Building Maintenance Services	91,162	128,400	154,000	132,000
1610-7660	Other Services	0	53,000	85,000	56,000
	<b>Subtotal</b>	<b>202,870</b>	<b>298,800</b>	<b>361,000</b>	<b>304,000</b>
1610-7836	Water - City Hall	769	1,200	900	1,100
1610-7837	Water - Community Center	972	1,200	1,000	1,200
1610-7838	Water - Fitness Center	19,277	19,300	20,000	20,000
1610-7839	Water - Public Safety Center	1,007	900	900	1,000
	<b>Total Water</b>	<b>22,025</b>	<b>22,600</b>	<b>22,800</b>	<b>23,300</b>



# Parks and Recreation Department

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Services and Supplies, Continued</b>					
1610-7851	Gas - City Hall	1,814	1,200	1,300	1,200
1610-7852	Gas - Community Center	596	1,000	1,200	1,300
1610-7853	Gas - Fitness Center	14,132	16,000	25,000	25,000
1610-7854	Gas - Public Safety Center	329	300	300	400
1610-7855	Gas - Senior Center	714	700	700	900
1610-7856	Gas - Teen Center	1,428	800	500	1,100
1610-7858	Gas - Royal Oaks Park Building	472	500	300	500
1610-7859	Gas - Duarte Park Building	366	400	400	400
1610-7860	Gas - Duarte Snack Bar	181	200	200	200
	<b>Total Gas</b>	<b><u>20,032</u></b>	<b><u>21,100</u></b>	<b><u>29,900</u></b>	<b><u>31,000</u></b>
1610-7867	Electric - Town Center	54,140	62,000	62,000	63,000
1610-7868	Electric - Public Safety Center	7,999	7,800	8,500	10,600
1610-7869	Electric - Senior Center	16,601	19,000	19,000	21,000
1610-7870	Electric - Teen Center	9,193	14,000	14,000	14,000
1610-7872	Electric - Duarte Park Building	559	700	700	700
1610-7873	Electric - Maintenance Yard	3,382	3,100	3,800	3,800
	<b>Total Electric</b>	<b><u>91,874</u></b>	<b><u>106,600</u></b>	<b><u>108,000</u></b>	<b><u>113,100</u></b>
1610-8100	Other Capital Improvements	118,466	290,200	81,500	798,000
	<b>Total Other</b>	<b><u>118,466</u></b>	<b><u>290,200</u></b>	<b><u>81,500</u></b>	<b><u>798,000</u></b>
	<b>Total Services and Supplies</b>	<b><u>455,267</u></b>	<b><u>739,300</u></b>	<b><u>603,200</u></b>	<b><u>1,269,400</u></b>
	<b>Total Facilities Maintenance</b>	<b><u>864,237</u></b>	<b><u>1,135,000</u></b>	<b><u>982,600</u></b>	<b><u>1,673,500</u></b>
	<b>Total Parks and Recreation</b>	<b><u>2,343,681</u></b>	<b><u>2,568,800</u></b>	<b><u>2,451,200</u></b>	<b><u>3,467,000</u></b>



# 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 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Salaries</b>					
1805-7002	Regular Salaries	515,492	536,800	541,000	565,000
1805-7003	Part-Time/Temp Salaries	17,854	10,000	7,000	15,000
1805-7030	Overtime	0	0	2,000	0
	<b>Total Salaries</b>	<b>533,346</b>	<b>546,800</b>	<b>550,000</b>	<b>580,000</b>
<b>Fringe Benefits</b>					
1805-7071	Health Insurance	84,324	84,200	82,400	85,000
1805-7072	Retirement	58,462	61,100	60,000	60,200
1805-7073	Disability Insurance	5,914	7,000	2,600	2,600
1805-7074	Life Insurance	749	800	900	900
1805-7075	Vision	1,367	1,200	1,100	1,000
1805-7076	Tuition Reimbursement	0	3,000	400	0
1805-7077	Medicare	7,628	7,800	7,800	8,200
1805-7078	Dental	7,354	6,300	7,800	6,600
	<b>Total Fringe Benefits</b>	<b>165,798</b>	<b>171,400</b>	<b>163,000</b>	<b>164,500</b>
	<b>Total Personnel</b>	<b>699,144</b>	<b>718,200</b>	<b>713,000</b>	<b>744,500</b>
<b>Services and Supplies</b>					
1805-7610	Travel, Meetings and Conferences	1,104	6,000	6,000	7,000
1805-7612	Publications	735	3,000	3,000	3,000
1805-7614	Office Supplies	2,069	3,000	3,000	3,000
1805-7653	Bank Charges	17,359	18,000	25,000	31,000
1805-7654	Audit Services	25,440	30,000	25,000	28,500
1805-7762	Property Tax Collections	19,840	21,000	20,000	20,000
1805-7764	CEC Loan Principal	17,293	17,800	17,800	18,400
1805-7765	CEC Loan Interest	2,926	2,400	2,400	1,900
1805-7924	Bad Debts	0	19,000	19,000	52,100
1805-7965	Professional Services	21,932	25,000	30,000	22,000
1805-7980	Other Expenses	3,155	2,000	2,000	2,000
	<b>Total Services and Supplies</b>	<b>111,853</b>	<b>147,200</b>	<b>153,200</b>	<b>188,900</b>
	<b>Total Finance</b>	<b>810,997</b>	<b>865,400</b>	<b>866,200</b>	<b>933,400</b>

# Administrative Services Department

## Personnel

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Salaries</b>					
1810-7002	Regular Salaries	79,777	77,500	80,000	82,500
1810-7030	Overtime	4,047	1,000	2,000	0
	<b>Total Salaries</b>	<b>83,824</b>	<b>78,500</b>	<b>82,000</b>	<b>82,500</b>
<b>Fringe Benefits</b>					
1810-7071	Health Insurance	7,692	7,800	8,200	8,700
1810-7072	Retirement	10,089	10,000	10,100	10,200
1810-7073	Disability Insurance	938	1,000	400	400
1810-7074	Life Insurance	112	100	100	200
1810-7075	Vision	122	100	100	100
1810-7077	Medicare	1,207	1,100	1,100	1,100
1810-7078	Dental	604	600	600	600
	<b>Total Fringe Benefits</b>	<b>20,764</b>	<b>20,700</b>	<b>20,600</b>	<b>21,300</b>
	<b>Total Personnel</b>	<b>104,588</b>	<b>99,200</b>	<b>102,600</b>	<b>103,800</b>
<b>Services and Supplies</b>					
1810-7610	Travel, Meetings and Conferences	1,115	3,000	3,000	3,000
1810-7611	Trainings	0	4,000	4,000	4,000
1810-7612	Publications	470	1,200	1,200	1,200
1810-7614	Office Supplies	487	1,500	1,500	1,500
1810-7660	Other Services	5,969	5,000	5,000	5,000
1810-7671	Recruiting Advertisements	740	3,000	3,000	3,000
1810-7672	NeoGov	5,137	5,100	5,700	6,300
1810-7673	Physical Exams	958	1,000	1,200	2,000
1810-7774	Unemployment Insurance	29,783	40,000	12,000	8,000
1810-7965	Professional Services	38,103	10,000	10,000	10,000
1810-7980	Other Expenses	6,188	16,000	16,000	7,000
	<b>Total Services and Supplies</b>	<b>88,950</b>	<b>89,800</b>	<b>62,600</b>	<b>51,000</b>
	<b>Total Personnel</b>	<b>193,538</b>	<b>189,000</b>	<b>165,200</b>	<b>154,800</b>

# Administrative Services Department

## Information Technology

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Services and Supplies</b>					
1815-7630	Equipment Lease	12,188	26,100	26,100	30,000
1815-7631	Equipment Maintenance	4,689	5,000	5,000	5,000
1815-7632	Software Maintenance	31,930	39,600	39,600	40,100
1815-7820	Finance System Support	48,087	48,100	48,700	50,500
1815-7821	Personal Computer Support	23,220	26,500	26,000	28,500
1815-7830	Telephones	43,541	47,200	47,200	36,000
1815-7831	Wireless Phones/Devices	23,079	25,000	25,000	25,000
1815-7965	Professional Services	104,400	104,400	104,400	126,000
1815-7980	Other Expenses	25,285	15,000	15,000	15,000
	<b>Total Services and Supplies</b>	<b>316,419</b>	<b>336,900</b>	<b>337,000</b>	<b>356,100</b>
<b>Capital Outlay</b>					
1815-8011	Computer Equipment	2,127	15,000	15,000	15,000
	<b>Total Capital Outlay</b>	<b>2,127</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>
	<b>Total Information Technology</b>	<b>318,546</b>	<b>351,900</b>	<b>352,000</b>	<b>371,100</b>

## Risk Management

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Services and Supplies</b>					
1820-7771	Repair of City Property	13085	17,000	26,000	25,000
1820-7772	Liability Coverage	241,838	218,100	218,300	258,300
1820-7773	Worker's Compensation Coverage	187,060	228,800	219,700	249,200
1820-7775	Property Coverage	69,820	67,500	67,500	71,100
1820-7776	Faithful Performance Bond	1,029	1,100	1,100	1,200
	<b>Total Services and Supplies</b>	<b>512,832</b>	<b>532,500</b>	<b>532,600</b>	<b>604,800</b>
	<b>Total Risk Management</b>	<b>512,832</b>	<b>532,500</b>	<b>532,600</b>	<b>604,800</b>



# Administrative Services Department

## General Services

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Services and Supplies</b>					
1825-7072	Pension Rate Stabilization Fund	0	38,700	38,800	44,000
1825-7079	Unfunded Liability - PERS	971,702	1,126,200	1,126,200	1,279,000
1825-7613	Duplication and Photos	2,411	11,000	11,000	11,000
1825-7614	Office Supplies	984	1,000	1,000	1,000
1825-7626	Postage	11,229	19,000	19,000	15,000
1825-7630	Equipment Rental	18,161	18,600	22,000	26,000
1825-7631	Equipment Maintenance	6,483	7,400	7,000	7,000
1825-7674	Retiree Health Insurance	782,061	800,000	800,000	920,000
1825-7687	Waste Management Services	4,757	62,800	58,700	91,400
1825-7688	Oil Recycling Grant	6,986	5,000	5,000	5,000
1825-7747	Beverage Container Recycling	5,848	11,400	11,400	5,500
1825-7782	Admin Support of SA	605	0	600	1,400
1825-7945	Operation of Acq Prop	500	500	500	500
1825-7980	Other Expenses	1,991	2,000	2,000	2,000
	<b>Total Services and Supplies</b>	<b>1,813,718</b>	<b>2,103,600</b>	<b>2,103,200</b>	<b>2,408,800</b>
	<b>Total General Services</b>	<b>1,813,718</b>	<b>2,103,600</b>	<b>2,103,200</b>	<b>2,408,800</b>
1830-8100	Vehicle Replacement	23,803	68,000	67,400	61,200
	<b>Total Vehicle Replacement</b>	<b>23,803</b>	<b>68,000</b>	<b>67,400</b>	<b>61,200</b>
	<b>Total Administrative Services</b>	<b>3,673,434</b>	<b>4,110,400</b>	<b>4,086,600</b>	<b>4,534,100</b>



# Transfers Out and Reimbursements

## Transfers Out and Reimbursements

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Transfers Out and Reimbursements</b>					
1905-9020	Transfers Out - Landscaping/Lighting	611,207	532,800	558,300	550,300
1905-9055	Transfers Out - Housing Authority	671,307	0	0	0
1905-9056	Transfers Out - Infr Mod Loan Pmt	220,837	223,300	219,605	220,900
1905-9060	Transfers Out-Comm Imp	0	48,500	48,500	0
	<b>Total Other Financing Uses</b>	<u>1,503,351</u>	<u>804,600</u>	<u>826,405</u>	<u>771,200</u>
	<b>Total Transfers Out &amp; Reimb.</b>	<u>1,503,351</u>	<u>804,600</u>	<u>826,405</u>	<u>771,200</u>
		<b>FY 2020-21 Actual</b>	<b>FY 2021-22 Amended Budget</b>	<b>FY 2021-22 Estimated Actual</b>	<b>FY 2022-23 Budget</b>
	<b>Total General Fund:</b>	<u>20,735,607</u>	<u>20,111,700</u>	<u>20,277,305</u>	<u>23,281,800</u>

## *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 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Use of Money and Property</b>					
220-4401	Interest Earnings	7,695	7,100	3,000	2,800
	<b>Total Use of Money and Property</b>	<b>7,695</b>	<b>7,100</b>	<b>3,000</b>	<b>2,800</b>
<b>Intergovernmental - State</b>					
220-4606	Gasoline Tax - 2105	110,416	122,700	126,900	138,400
220-4607	Gasoline Tax - 2106	66,696	73,200	75,300	81,800
220-4608	Gasoline Tax - 2107	149,412	156,000	173,000	189,100
220-4609	Gasoline Tax - 2107.5	5,000	5,000	5,000	5,000
220-4614	Gasoline Tax - 2103 (Prop 42)	144,596	167,000	182,000	211,300
	<b>Total Intergovernmental - State</b>	<b>476,120</b>	<b>523,900</b>	<b>562,200</b>	<b>625,600</b>
	<b>Total Revenues</b>	<b>483,815</b>	<b>531,000</b>	<b>565,200</b>	<b>628,400</b>

### Expenditures

Account Number	Account Description	FY 2018-19 Actual	FY 2019-20 Amended Budget	FY 2019-20 Estimated Actual	FY 2020-21 Budget
<b>Gas Tax 2105</b>					
<b>Capital Outlay</b>					
2205-8060	Sidewalk Improvements	9,360	10,000	0	10,000
2205-8070	Street Improvements	0	10,000	0	10,000
2205-8100	Other Capital Improvements	62,529	297,000	327,000	60,000
	<b>Total Capital Outlay</b>	<b>71,889</b>	<b>317,000</b>	<b>327,000</b>	<b>80,000</b>
	<b>Total Gas Tax 2105</b>	<b>71,889</b>	<b>317,000</b>	<b>327,000</b>	<b>80,000</b>

# State Gasoline Tax Fund

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Gas Tax 2106</b>					
<b>Capital Outlay</b>					
2210-7811	Street Maintenance	19,787	20,000	20,000	20,000
2210-7812	Street Striping and Marking	98,552	70,000	50,000	70,000
2210-7813	Regulatory Signs	9,812	10,000	20,000	10,000
2210-7890	Repairs - Traffic Signals	0	0	0	0
2210-8070	Street Improvements	10,805	10,000	10,000	10,000
2210-8100	Other Capital Improvements	0	142,000	142,000	0
	<b>Total Capital Outlay</b>	<b>138,956</b>	<b>252,000</b>	<b>242,000</b>	<b>110,000</b>
	<b>Total Gas Tax 2106</b>	<b>138,956</b>	<b>252,000</b>	<b>242,000</b>	<b>110,000</b>
<b>Gas Tax 2107</b>					
<b>Reimbursements</b>					
2215-8610	Reimbursements - General Fund	57,731	185,000	133,800	120,200
	<b>Total Reimbursements</b>	<b>57,731</b>	<b>185,000</b>	<b>133,800</b>	<b>120,200</b>
	<b>Total Gas Tax 2107</b>	<b>57,731</b>	<b>185,000</b>	<b>133,800</b>	<b>120,200</b>
<b>Gas Tax 2107.5</b>					
<b>Services and Supplies</b>					
2220-7831	Wireless Phones	0	0	10,000	2,000
2220-7980	Other Expenses	2,576	20,000	10,000	3,000
	<b>Total Services and Supplies</b>	<b>2,576</b>	<b>20,000</b>	<b>20,000</b>	<b>5,000</b>
	<b>Total Gas Tax 2107.5</b>	<b>2,576</b>	<b>20,000</b>	<b>20,000</b>	<b>5,000</b>

# State Gasoline Tax Fund

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b><u>Gas Tax - 2103</u></b>					
<b>Capital Outlay</b>					
2225-7811	Street Maintenance	12,276	10,000	10,000	10,000
2225-7965	Professional Services	21,306	0	0	0
2225-7980	Other Expenses	47,430	50,000	50,000	50,000
2225-8070	Street Improvements	20,255	10,000	0	10,000
2225-8100	Other Capital Improvements	8,856	266,000	20,000	336,000
	<b>Total Capital Outlay</b>	<b><u>110,123</u></b>	<b><u>336,000</u></b>	<b><u>80,000</u></b>	<b><u>406,000</u></b>
	<b>Total Gas Tax - 2103</b>	<b><u>110,123</u></b>	<b><u>336,000</u></b>	<b><u>80,000</u></b>	<b><u>406,000</u></b>
	<b>Total Expenditures</b>	<b><u><u>381,275</u></u></b>	<b><u><u>1,110,000</u></u></b>	<b><u><u>802,800</u></u></b>	<b><u><u>721,200</u></u></b>

# 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 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Use of Money &amp; Property</b>					
225-4401	Interest Earnings	1,859	1,300	600	600
225-4620	SB1/RMRA	401,786	416,300	444,400	489,100
	<b>Total Use of Money &amp; Property</b>	<u>403,645</u>	<u>417,600</u>	<u>445,000</u>	<u>489,700</u>
	<b>Total Revenues</b>	<u>403,645</u>	<u>417,600</u>	<u>445,000</u>	<u>489,700</u>

## Expenditures

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Capital Outlay</b>					
225-2250-8100	Other Capital Improvements	230,000	300,000	300,000	400,000
225-2250-8610	Reimbursements - General Fund	46,000	60,000	60,000	80,000
	<b>Total Capital Outlay</b>	<u>276,000</u>	<u>360,000</u>	<u>360,000</u>	<u>480,000</u>
	<b>Total Expenditures</b>	<u>276,000</u>	<u>360,000</u>	<u>360,000</u>	<u>480,000</u>

# 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 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Special Assessments</b>					
240-4101	Landscaping and Lighting Assess.	984,414	977,700	986,500	986,500
	<b>Total Special Assessments</b>	<b>984,414</b>	<b>977,700</b>	<b>986,500</b>	<b>986,500</b>
<b>Miscellaneous</b>					
240-5004	Other Revenue	0	0	0	0
	<b>Total Miscellaneous</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Other Financing Sources</b>					
240-6901	Transfers In - General Fund	611,207	498,800	558,300	550,300
	<b>Total Other Financing Sources</b>	<b>611,207</b>	<b>498,800</b>	<b>558,300</b>	<b>550,300</b>
	<b>Total Revenues</b>	<b>1,595,621</b>	<b>1,476,500</b>	<b>1,544,800</b>	<b>1,536,800</b>

## Expenditures

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Citywide Lighting</b>					
<b>Services and Supplies</b>					
2405-7662	Other Services - Citywide	2,635	5,000	5,000	5,000
2405-7876	Electric - Citywide	215,381	168,000	168,000	168,000
2405-7877	Electric - Traffic Signal	21,122	20,000	20,000	20,000
	<b>Total Electric</b>	<b>239,138</b>	<b>193,000</b>	<b>193,000</b>	<b>193,000</b>



# Landscaping and Lighting District Fund

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Services and Supplies</b>					
2405-7888	Repairs - Citywide	3,547	4,000	4,000	4,000
2405-7890	Repairs - Traffic Signal	94,746	80,000	80,000	80,000
	<b>Total Repairs and Replacements</b>	<b>98,293</b>	<b>84,000</b>	<b>84,000</b>	<b>84,000</b>
	<b>Total Services and Supplies</b>	<b>337,431</b>	<b>277,000</b>	<b>277,000</b>	<b>277,000</b>
<b>Reimbursements</b>					
2405-8610	Reimbursements - General Fund	94,900	94,900	94,900	94,900
	<b>Total Reimbursements</b>	<b>94,900</b>	<b>94,900</b>	<b>94,900</b>	<b>94,900</b>
	<b>Total Citywide Lighting</b>	<b>432,331</b>	<b>371,900</b>	<b>371,900</b>	<b>371,900</b>
<b>Citywide Landscaping</b>					
<b>Services and Supplies</b>					
2410-7662	Other Services - Citywide	10,163	19,000	19,000	11,000
2410-7663	Other Services - Medians	6,694	8,000	8,000	8,000
	<b>Total Other Services</b>	<b>16,857</b>	<b>27,000</b>	<b>27,000</b>	<b>19,000</b>
2410-7842	Water - Medians	43,974	45,000	45,000	45,000
2410-7844	Water - Citywide	263,609	237,000	237,000	237,000
	<b>Total Water</b>	<b>307,583</b>	<b>282,000</b>	<b>282,000</b>	<b>282,000</b>
2410-7874	Electric - Medians	12,076	16,000	16,000	16,000
2410-7876	Electric - Citywide	17,190	20,000	20,000	20,000
	<b>Total Electric</b>	<b>29,266</b>	<b>36,000</b>	<b>36,000</b>	<b>36,000</b>
2410-7888	Repairs - Citywide	7,191	6,000	6,000	6,000
2410-7891	Repairs - Medians	1,966	2,200	2,200	2,200
	<b>Total Repairs and Replacements</b>	<b>9,157</b>	<b>8,200</b>	<b>8,200</b>	<b>8,200</b>
2410-7896	Tree Planting - Citywide	10,880	10,900	10,900	10,900
2410-7898	Tree Planting - Medians	0	5,000	5,000	5,000
	<b>Total Tree Plant</b>	<b>10,880</b>	<b>15,900</b>	<b>15,900</b>	<b>15,900</b>
2410-7906	Tree Trimming - Citywide	60,000	60,000	60,000	60,000
2410-7909	Tree Trimming - Residential	83,546	85,000	85,000	85,000
	<b>Total Tree Trimming</b>	<b>143,546</b>	<b>145,000</b>	<b>145,000</b>	<b>145,000</b>
2410-7915	Landscape Maint. - Citywide	90,000	90,000	90,000	90,000
2410-7917	Landscape Maintenance - Medians	63,960	64,000	64,000	64,000
	<b>Total Landscape Maintenance</b>	<b>153,960</b>	<b>154,000</b>	<b>154,000</b>	<b>154,000</b>
	<b>Total Services and Supplies</b>	<b>671,249</b>	<b>668,100</b>	<b>668,100</b>	<b>660,100</b>

# Landscaping and Lighting District Fund

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Reimbursements and Transfers</b>					
2410-8610	Reimbursements - General Fund	193,000	193,000	193,000	193,000
	<b>Total Reimbursements</b>	<b>193,000</b>	<b>193,000</b>	<b>193,000</b>	<b>193,000</b>
	<b>Total Citywide Landscaping</b>	<b>864,249</b>	<b>861,100</b>	<b>861,100</b>	<b>853,100</b>
<b><u>Kendrick Tract</u></b>					
<b>Services and Supplies</b>					
2420-7835	Water	11,340	13,000	13,000	13,000
2420-7887	Repairs and Replacements	1,013	500	500	500
2420-7914	Landscape Maintenance	4,142	4,100	4,100	4,100
	<b>Total Services and Supplies</b>	<b>16,495</b>	<b>17,600</b>	<b>17,600</b>	<b>17,600</b>
<b>Reimbursements</b>					
2420-8610	Reimbursements - General Fund	2,200	2,200	2,200	2,200
	<b>Total Reimbursements</b>	<b>2,200</b>	<b>2,200</b>	<b>2,200</b>	<b>2,200</b>
	<b>Total Kendrick Tract</b>	<b>18,695</b>	<b>19,800</b>	<b>19,800</b>	<b>19,800</b>
<b><u>Las Lomas Villas</u></b>					
<b>Services and Supplies</b>					
2421-7835	Water	18,006	18,000	18,000	18,000
2421-7866	Electric	315	500	500	500
2421-7887	Repairs and Replacements	2,814	5,000	5,000	5,000
2421-7914	Landscape Maintenance	15,600	15,600	15,600	15,600
	<b>Total Services and Supplies</b>	<b>36,735</b>	<b>39,100</b>	<b>39,100</b>	<b>39,100</b>

# Landscaping and Lighting District Fund

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Reimbursements</b>					
2421-8610	Reimbursements - General Fund	10,000	10,000	10,000	10,000
	<b>Total Reimbursements</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
	<b>Total Las Lomas Villas</b>	<b>46,735</b>	<b>49,100</b>	<b>49,100</b>	<b>49,100</b>
<b><u>Encanto Parkway</u></b>					
<b>Services and Supplies</b>					
2422-7835	Water	2,677	3,300	3,300	3,300
2422-7866	Electric	312	1,100	1,100	1,100
2422-7887	Repairs and Replacements	120	2,500	2,500	2,500
2422-7914	Landscape Maintenance	5,767	5,500	5,500	5,500
	<b>Total Services and Supplies</b>	<b>8,876</b>	<b>12,400</b>	<b>12,400</b>	<b>12,400</b>
<b>Reimbursements</b>					
2422-8610	Reimbursements - General Fund	3,400	3,400	3,400	3,400
	<b>Total Reimbursements</b>	<b>3,400</b>	<b>3,400</b>	<b>3,400</b>	<b>3,400</b>
	<b>Total Encanto Parkway</b>	<b>12,276</b>	<b>15,800</b>	<b>15,800</b>	<b>15,800</b>
<b><u>Amberwood Homes</u></b>					
<b>Services and Supplies</b>					
2423-7835	Water	6,509	9,000	9,000	9,000
2423-7866	Electric	158	300	300	300
2423-7887	Repairs and Replacements	1,257	1,500	1,500	1,500
2423-7914	Landscape Maintenance	10,800	10,800	10,800	10,800
	<b>Total Services and Supplies</b>	<b>18,724</b>	<b>21,600</b>	<b>21,600</b>	<b>21,600</b>
<b>Reimbursements</b>					
2423-8610	Reimbursements - General Fund	2,200	2,200	2,200	2,200
	<b>Total Reimbursements</b>	<b>2,200</b>	<b>2,200</b>	<b>2,200</b>	<b>2,200</b>
	<b>Total Amberwood Homes</b>	<b>20,924</b>	<b>23,800</b>	<b>23,800</b>	<b>23,800</b>

# Landscaping and Lighting District Fund

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b><u>Village and Windsor Homes</u></b>					
<b>Services and Supplies</b>					
2424-7835	Water	2,748	4,000	4,000	4,000
2424-7866	Electric	159	300	300	300
2424-7887	Repairs and Replacements	1,620	1,600	1,600	1,600
2424-7914	Landscape Maintenance	6,600	6,600	6,600	6,600
	<b>Total Services and Supplies</b>	<b>11,127</b>	<b>12,500</b>	<b>12,500</b>	<b>12,500</b>
<b>Reimbursements</b>					
2424-8610	Reimbursements - General Fund	2,800	2,800	2,800	2,800
	<b>Total Reimbursements</b>	<b>2,800</b>	<b>2,800</b>	<b>2,800</b>	<b>2,800</b>
	<b>Total Village and Windsor Homes</b>	<b>13,927</b>	<b>15,300</b>	<b>15,300</b>	<b>15,300</b>
<b><u>Hearthstone Del Norte</u></b>					
<b>Services and Supplies</b>					
2425-7660	Other Services	1,000	5,300	5,300	5,300
2425-7835	Water	4,231	8,000	8,000	8,000
2425-7866	Electric	1,529	3,600	3,600	3,600
2425-7887	Repairs and Replacements	183	500	500	500
2425-7913	Brush Clearance	11,840	15,000	15,000	15,000
2425-7914	Landscape Maintenance	4,800	4,800	4,800	4,800
	<b>Total Services and Supplies</b>	<b>23,583</b>	<b>37,200</b>	<b>37,200</b>	<b>37,200</b>
<b>Reimbursements</b>					
2425-8610	Reimbursements - General Fund	3,200	3,200	3,200	3,200
	<b>Total Reimbursements</b>	<b>3,200</b>	<b>3,200</b>	<b>3,200</b>	<b>3,200</b>
	<b>Total Hearthstone Del Norte</b>	<b>26,783</b>	<b>40,400</b>	<b>40,400</b>	<b>40,400</b>

# Landscaping and Lighting District Fund

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b><u>Grocery Outlet (Mike's Center)</u></b>					
<b>Services and Supplies</b>					
2426-7810	Street Sweeping	9,408	9,000	9,000	9,000
2426-7835	Water	505	700	700	700
2426-7866	Electric	3,795	4,500	4,500	4,500
2426-7887	Repairs and Replacements	11	700	700	700
2426-7914	Landscape Maintenance	2,160	2,200	2,200	2,200
	<b>Total Services and Supplies</b>	<b>15,879</b>	<b>17,100</b>	<b>17,100</b>	<b>17,100</b>
<b>Reimbursements</b>					
2426-8610	Reimbursements - General Fund	2,600	2,600	2,600	2,600
	<b>Total Reimbursements</b>	<b>2,600</b>	<b>2,600</b>	<b>2,600</b>	<b>2,600</b>
	<b>Total Grocery Outlet (Mike's Center)</b>	<b>18,479</b>	<b>19,700</b>	<b>19,700</b>	<b>19,700</b>
<b><u>Rancho Verde Homes</u></b>					
<b>Services and Supplies</b>					
2427-7835	Water	16,242	18,000	18,000	18,000
2427-7866	Electric	313	600	600	600
2427-7887	Repairs and Replacements	873	1,200	1,200	1,200
2427-7914	Landscape Maintenance	7,564	7,600	7,600	7,600
	<b>Total Services and Supplies</b>	<b>24,992</b>	<b>27,400</b>	<b>27,400</b>	<b>27,400</b>
<b>Reimbursements</b>					
2427-8610	Reimbursements - General Fund	5,900	5,900	5,900	5,900
	<b>Total Reimbursements</b>	<b>5,900</b>	<b>5,900</b>	<b>5,900</b>	<b>5,900</b>
	<b>Total Rancho Verde Homes</b>	<b>30,892</b>	<b>33,300</b>	<b>33,300</b>	<b>33,300</b>

# Landscaping and Lighting District Fund

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Emblem Homes</b>					
<b>Services and Supplies</b>					
2429-7835	Water	2,876	2,100	2,100	2,100
2429-7866	Electric	156	300	300	300
2429-7887	Repairs and Replacements	120	1,000	1,000	1,000
	<b>Total Services and Supplies</b>	<b>3,152</b>	<b>3,400</b>	<b>3,400</b>	<b>3,400</b>
<b>Reimbursements</b>					
2429-8610	Reimbursements - General Fund	1,100	1,100	1,100	1,100
	<b>Total Reimbursements</b>	<b>1,100</b>	<b>1,100</b>	<b>1,100</b>	<b>1,100</b>
	<b>Total Emblem Homes</b>	<b>4,252</b>	<b>4,500</b>	<b>4,500</b>	<b>4,500</b>
<b>Mesa Gas Lights</b>					
<b>Services and Supplies</b>					
2430-7850	Gas	7,760	9,000	9,000	9,000
2430-7887	Repairs and Replacements	26,804	18,000	18,000	18,000
	<b>Total Services and Supplies</b>	<b>34,564</b>	<b>27,000</b>	<b>27,000</b>	<b>27,000</b>
<b>Reimbursements</b>					
2430-8610	Reimbursements - General Fund	3,800	3,800	3,800	3,800
	<b>Total Reimbursements</b>	<b>3,800</b>	<b>3,800</b>	<b>3,800</b>	<b>3,800</b>
	<b>Total Mesa Gas Lights</b>	<b>38,364</b>	<b>30,800</b>	<b>30,800</b>	<b>30,800</b>

# Landscaping and Lighting District Fund

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Las Brisas Homes</b>					
<b>Services and Supplies</b>					
2431-7835	Water	4,494	6,000	6,000	6,000
2431-7866	Electric	240	300	300	300
2431-7887	Repairs and Replacements	2,380	2,700	2,700	2,700
2431-7914	Landscape Maintenance	9,600	9,600	9,600	9,600
	<b>Total Services and Supplies</b>	<b>16,714</b>	<b>18,600</b>	<b>18,600</b>	<b>18,600</b>
<b>Reimbursements</b>					
2431-8610	Reimbursements - General Fund	3,500	3,500	3,500	3,500
	<b>Total Reimbursements</b>	<b>3,500</b>	<b>3,500</b>	<b>3,500</b>	<b>3,500</b>
	<b>Total Las Brisas Homes</b>	<b>20,214</b>	<b>22,100</b>	<b>22,100</b>	<b>22,100</b>
<b>Las Posadas Homes</b>					
<b>Services and Supplies</b>					
2432-7835	Water	7,926	7,600	7,600	7,600
2432-7866	Electric	240	300	300	300
2432-7887	Repairs and Replacements	2,030	0	0	0
2432-7914	Landscape Maintenance	10,020	10,000	10,000	10,000
	<b>Total Services and Supplies</b>	<b>20,216</b>	<b>17,900</b>	<b>17,900</b>	<b>17,900</b>
<b>Reimbursements</b>					
2432-8610	Reimbursements - General Fund	6,500	6,500	6,500	6,500
	<b>Total Reimbursements</b>	<b>6,500</b>	<b>6,500</b>	<b>6,500</b>	<b>6,500</b>
	<b>Total Las Posadas Homes</b>	<b>26,716</b>	<b>24,400</b>	<b>24,400</b>	<b>24,400</b>



# Landscaping and Lighting District Fund

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b><u>Buena Vista Villas</u></b>					
<b>Services and Supplies</b>					
2433-7835	Water	8,728	8,600	8,600	8,600
2433-7866	Electric	240	300	300	300
2433-7887	Repairs and Replacements	4,133	4,900	4,900	4,900
2433-7914	Landscape Maintenance	6,360	6,400	6,400	6,400
	<b>Total Services and Supplies</b>	<b>19,461</b>	<b>20,200</b>	<b>20,200</b>	<b>20,200</b>
<b>Reimbursements</b>					
2433-8610	Reimbursements - General Fund	3,700	3,700	3,700	3,700
	<b>Total Reimbursements</b>	<b>3,700</b>	<b>3,700</b>	<b>3,700</b>	<b>3,700</b>
	<b>Total Buena Vista Villas</b>	<b>23,161</b>	<b>23,900</b>	<b>23,900</b>	<b>23,900</b>
<b><u>Citrus Villas</u></b>					
<b>Services and Supplies</b>					
2434-7835	Water	4,420	5,000	5,000	5,000
2434-7866	Electric	240	300	300	300
2434-7887	Repairs and Replacements	624	500	500	500
2434-7914	Landscape Maintenance	4,260	4,300	4,300	4,300
	<b>Total Services and Supplies</b>	<b>9,544</b>	<b>10,100</b>	<b>10,100</b>	<b>10,100</b>
<b>Reimbursements</b>					
2434-8610	Reimbursements - General Fund	2,900	2,900	2,900	2,900
	<b>Total Reimbursements</b>	<b>2,900</b>	<b>2,900</b>	<b>2,900</b>	<b>2,900</b>
	<b>Total Citrus Villas</b>	<b>12,444</b>	<b>13,000</b>	<b>13,000</b>	<b>13,000</b>

# Landscaping and Lighting District Fund

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b><u>Ridgecrest</u></b>					
<b>Services and Supplies</b>					
2435-7835	Water	5,845	6,000	6,000	6,000
2435-7866	Electric	159	400	400	400
2435-7887	Repairs and Replacements	120	500	500	500
2435-7914	Landscape Maintenance	6,000	6,000	6,000	6,000
2435-7918	Fuel Modification	8,360	9,000	9,000	9,000
2435-7920	Debris/Storm Drain System	3,258	4,000	4,000	4,000
	<b>Total Services and Supplies</b>	<b><u>23,742</u></b>	<b><u>25,900</u></b>	<b><u>25,900</u></b>	<b><u>25,900</u></b>
<b>Reimbursements</b>					
2435-8610	Reimbursements - General Fund	1,500	1,500	1,500	1,500
	<b>Total Reimbursements</b>	<b><u>1,500</u></b>	<b><u>1,500</u></b>	<b><u>1,500</u></b>	<b><u>1,500</u></b>
	<b>Total Ridgecrest</b>	<b><u>25,242</u></b>	<b><u>27,400</u></b>	<b><u>27,400</u></b>	<b><u>27,400</u></b>
	<b>Total Expenditures</b>	<b><u>1,635,684</u></b>	<b><u>1,596,300</u></b>	<b><u>1,596,300</u></b>	<b><u>1,588,300</u></b>

# 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 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Intergovernmental - Federal</b>					
260-4501	Community Development Block Grant	4,964	500,000	4,000	750,000
	<b>Total Intergovernmental - Federal</b>	<u>4,964</u>	<u>500,000</u>	<u>4,000</u>	<u>750,000</u>
	<b>Total Revenues</b>	<u><u>4,964</u></u>	<u><u>500,000</u></u>	<u><u>4,000</u></u>	<u><u>750,000</u></u>

## Expenditures

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Capital Outlay</b>					
2605-7965	Professional Services	4,300	0	0	0
2605-8060	Sidewalk Improvements	0	0	0	0
2605-8061	ADA Curb Ramps	700	0	4,000	0
2605-8062	ADA Improvements	0	500,000	0	750,000
2605-8070	Street Improvements	0	0	0	0
2605-8100	Other Capital Improvements	0	0	0	0
	<b>Total Capital Outlay</b>	<u>5,000</u>	<u>500,000</u>	<u>4,000</u>	<u>750,000</u>
	<b>Total Expenditures</b>	<u><u>5,000</u></u>	<u><u>500,000</u></u>	<u><u>4,000</u></u>	<u><u>750,000</u></u>

# 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 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Use of Money &amp; Property</b>					
270-4401	Interest Earnings	57	100	0	0
	<b>Total Use of Money &amp; Property</b>	<u>57</u>	<u>100</u>	<u>0</u>	<u>0</u>
<b>Intergovernmental - State</b>					
270-4617	PAEG Fees	32,483	34,700	33,000	33,000
	<b>Total Intergovernmental - State</b>	<u>32,483</u>	<u>34,700</u>	<u>33,000</u>	<u>33,000</u>
	<b>Total Revenues</b>	<u><u>32,540</u></u>	<u><u>34,800</u></u>	<u><u>33,000</u></u>	<u><u>33,000</u></u>

## Expenditures

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Capital Outlay</b>					
2705-8100	Other Capital Improvements	0	55,000	61,000	0
	<b>Total Capital Outlay</b>	<u>0</u>	<u>55,000</u>	<u>61,000</u>	<u>0</u>
<b>Reimbursements</b>					
	<b>Total Expenditures</b>	<u><u>0</u></u>	<u><u>55,000</u></u>	<u><u>61,000</u></u>	<u><u>0</u></u>

# 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 and a School Resource Deputy.

## Revenues

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Use of Money and Property</b>					
290-4401	Interest Earnings	143	200	100	100
	<b>Total Use of Money and Property</b>	<u>143</u>	<u>200</u>	<u>100</u>	<u>100</u>
<b>Intergovernmental - State</b>					
290-4605	Supplemental Law Enforcement	156,727	221,200	221,300	160,000
	<b>Total Intergovernmental - State</b>	<u>156,727</u>	<u>221,200</u>	<u>221,300</u>	<u>160,000</u>
	<b>Total Revenues</b>	<u>156,870</u>	<u>221,400</u>	<u>221,400</u>	<u>160,100</u>

## Expenditures

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Services and Supplies</b>					
2905-7781	Contract Law Enforcement	136,870	201,400	201,400	140,000
2905-7785	Special Events Patrol	20,000	20,000	20,000	20,100
	<b>Total Services and Supplies</b>	<u>156,870</u>	<u>221,400</u>	<u>221,400</u>	<u>160,100</u>
	<b>Total Expenditures</b>	<u>156,870</u>	<u>221,400</u>	<u>221,400</u>	<u>160,100</u>

# 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 support the bike trail that runs just north of Royal Oaks Drive, and for the repair of sidewalks located throughout the City.

## Revenues

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Intergovernmental - State</b>					
300-4612	Bicycle and Pedestrian Grant	0	44,100	44,100	20,200
	<b>Total Intergovernmental - State</b>	<u>0</u>	<u>44,100</u>	<u>44,100</u>	<u>20,200</u>
	<b>Total Revenues</b>	<u><u>0</u></u>	<u><u>44,100</u></u>	<u><u>44,100</u></u>	<u><u>20,200</u></u>

## Expenditures

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Capital Outlay</b>					
3005-8060	Sidewalk Improvements	0	44,100	44,100	20,200
	<b>Total Capital Outlay</b>	<u>0</u>	<u>44,100</u>	<u>44,100</u>	<u>20,200</u>
	<b>Total Expenditures</b>	<u><u>0</u></u>	<u><u>44,100</u></u>	<u><u>44,100</u></u>	<u><u>20,200</u></u>



# 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 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Use of Money and Property</b>					
320-4401	Interest Earnings	666	400	0	200
	<b>Total Use of Money and Property</b>	<b>666</b>	<b>400</b>	<b>0</b>	<b>200</b>
<b>Intergovernmental - Local</b>					
320-4701	AB 2766 Subvention	28,300	30,000	28,000	28,000
	<b>Total Intergovernmental - Local</b>	<b>28,300</b>	<b>30,000</b>	<b>28,000</b>	<b>28,000</b>
	<b>Total Revenues</b>	<b>28,966</b>	<b>30,400</b>	<b>28,000</b>	<b>28,200</b>

## Expenditures

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Capital Outlay</b>					
3205-8013	Vehicles	7,576	18,300	18,300	20,400
	<b>Total Capital Outlay</b>	<b>7,576</b>	<b>18,300</b>	<b>18,300</b>	<b>20,400</b>
<b>Reimbursements</b>					
3205-8610	Reimbursements - General Fund	110,000	0	0	0
	<b>Total Reimbursements</b>	<b>110,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Expenditures</b>	<b>117,576</b>	<b>18,300</b>	<b>18,300</b>	<b>20,400</b>

# 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 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Other Financing Sources</b>					
400-4401	Interest Earnings	0	0	0	0
400-4611	Grant Programs Revenue	0	252,900	18,000	576,000
400-6901	Transfers In - General Fund	0	0	0	0
	<b>Total Other Financing Sources</b>	<u>0</u>	<u>252,900</u>	<u>18,000</u>	<u>576,000</u>
	<b>Total Revenues</b>	<u><u>0</u></u>	<u><u>252,900</u></u>	<u><u>18,000</u></u>	<u><u>576,000</u></u>

## Expenditures

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Capital Outlay</b>					
4005-7965	Professional Services	0	41,000	18,000	98,000
4005-8040	Building Improvements	0	0	0	0
4005-8041	Park Improvements	0	211,900	0	478,000
4005-8100	Other Capital Improvements	0	0	0	0
	<b>Total Capital Outlay</b>	<u>0</u>	<u>252,900</u>	<u>18,000</u>	<u>576,000</u>
	<b>Total Expenditures</b>	<u><u>0</u></u>	<u><u>252,900</u></u>	<u><u>18,000</u></u>	<u><u>576,000</u></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 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Special Assessments</b>					
420-4103	Quimby Act	0	0	0	0
420-4401	Interest Earnings	239	200	100	100
	<b>Total Special Assessments</b>	<u>239</u>	<u>200</u>	<u>100</u>	<u>100</u>
	<b>Total Revenues</b>	<u>239</u>	<u>200</u>	<u>100</u>	<u>100</u>

## Expenditures

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Capital Outlay</b>					
4205-8041	Park Improvements	0	0	0	0
	<b>Total Capital Outlay</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<b>Total Expenditures</b>	<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 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Use of Money and Property</b>					
440-4401	Interest Earnings	2,985	4,600	1,900	1,600
440-4409	Sale of Property	0	0	0	0
	<b>Total Use of Money and Property</b>	<b>2,985</b>	<b>4,600</b>	<b>1,900</b>	<b>1,600</b>
<b>Intergovernmental - Local</b>					
440-4703	Transit - Proposition A	441,677	437,700	437,700	523,500
440-5004	Other Revenue	1,374	0	0	0
	<b>Total Intergovernmental - Local</b>	<b>443,051</b>	<b>437,700</b>	<b>437,700</b>	<b>523,500</b>
<b>Reimbursements</b>					
440-5106	NTD Grant Revenue	71,030	0	38,000	38,000
440-6911	Transfer In - Other	110,000	0	0	0
	<b>Total Reimbursements</b>	<b>181,030</b>	<b>0</b>	<b>38,000</b>	<b>38,000</b>
	<b>Total Revenues</b>	<b>627,066</b>	<b>442,300</b>	<b>477,600</b>	<b>563,100</b>

## Expenditures

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Salaries</b>					
4405-7002	Regular Salaries	50,913	49,300	52,100	54,900
4405-7003	Part-Time/Temp Salaries	0	0	0	0
4405-7030	Overtime	0	0	0	0
	<b>Total Salaries</b>	<b>50,913</b>	<b>49,300</b>	<b>52,100</b>	<b>54,900</b>

# Proposition A Transit Fund

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Fringe Benefits</b>					
4405-7071	Health Insurance	11,195	11,100	11,800	12,400
4405-7072	Retirement	6,296	6,100	6,400	6,800
4405-7073	Disability Insurance	574	700	200	300
4405-7074	Life Insurance	69	100	100	100
4405-7075	Vision	177	200	200	200
4405-7077	Medicare	685	900	700	800
4405-7078	Dental	938	700	1,000	1,000
	<b>Total Fringe Benefits</b>	<b>19,934</b>	<b>19,800</b>	<b>20,400</b>	<b>21,600</b>
	<b>Total Personnel</b>	<b>70,847</b>	<b>69,100</b>	<b>72,500</b>	<b>76,500</b>
<b>Services and Supplies</b>					
4405-7610	Travel, Meetings and Conferences	0	300	300	300
4405-7613	Duplication and Photos	0	300	300	300
4405-7614	Office Supplies	130	300	300	300
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	2,863	5,500	5,500	5,500
4405-7673	Physical Exams	0	0	0	0
4405-7674	Retiree Health Insurance	7,168	7,500	6,500	7,400
4405-7814	Graffiti Removal	7,919	6,600	6,600	6,600
4405-7821	Personal Computer Support	571	600	0	600
4405-7831	Wireless Phones/Devices	56	0	700	700
4405-7887	Repairs & Replacements	0	0	0	0
4405-7888	Recreation Shuttle Services	0	5,000	5,000	6,600
4405-7960	Foothill Transit Operations	320,841	343,200	325,000	313,000
4405-7965	Professional Services	0	0	0	0
	<b>Total Services and Supplies</b>	<b>339,548</b>	<b>369,400</b>	<b>350,300</b>	<b>341,400</b>
<b>Capital Outlay</b>					
4405-7980	Other Expenses	2,751	3,100	3,100	3,000
4405-8013	Vehicle Purchase (Capital)	46,645	46,800	46,700	46,700
4405-8100	Other Capital Improvements	0	0	0	0
	<b>Total Capital Outlay</b>	<b>49,396</b>	<b>49,900</b>	<b>49,800</b>	<b>49,700</b>
<b>Reimbursements</b>					
4405-8610	Reimbursements - General Fund	74,146	48,800	47,300	46,800
	<b>Total Reimbursements</b>	<b>74,146</b>	<b>48,800</b>	<b>47,300</b>	<b>46,800</b>
	<b>Total Expenditures</b>	<b>533,937</b>	<b>537,200</b>	<b>519,900</b>	<b>514,400</b>

# 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 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Use of Money and Property</b>					
460-4401	Interest Earnings	949	1,200	500	400
	<b>Total Use of Money and Property</b>	<b>949</b>	<b>1,200</b>	<b>500</b>	<b>400</b>
<b>Intergovernmental - Local</b>					
460-4704	Transit - Proposition C	366,355	363,000	363,000	434,200
	<b>Total Intergovernmental - Local</b>	<b>366,355</b>	<b>363,000</b>	<b>363,000</b>	<b>434,200</b>
	<b>Total Revenues</b>	<b>367,304</b>	<b>364,200</b>	<b>363,500</b>	<b>434,600</b>

## Expenditures

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Salaries</b>					
4605-7002	Regular Salaries	39,284	40,300	42,600	45,000
4605-7003	Part-Time/Temp Salaries	0	0	0	0
4605-7030	Overtime	0	0	0	0
	<b>Total Salaries</b>	<b>39,284</b>	<b>40,300</b>	<b>42,600</b>	<b>45,000</b>
<b>Fringe Benefits</b>					
4605-7071	Health Insurance	9,407	9,200	9,600	10,100
4605-7072	Retirement	5,151	5,000	5,300	5,600
4605-7073	Disability Insurance	469	500	200	200
4605-7074	Life Insurance	56	0	100	100
4605-7075	Vision	145	100	100	100
4605-7077	Medicare	544	800	600	800
4605-7078	Dental	768	500	800	600
	<b>Total Fringe Benefits</b>	<b>16,540</b>	<b>16,100</b>	<b>16,700</b>	<b>17,500</b>
	<b>Toal Personnel</b>	<b>16,540</b>	<b>56,400</b>	<b>59,300</b>	<b>62,500</b>



# Proposition C Transit Fund

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Services and Supplies</b>					
4605-7610	Travel, Meetings and Conferences	0	200	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	0	4,500	4,500	4,500
4605-7674	Retiree Health Insurance	5,617	5,500	6,300	6,000
4605-7788	Recreation Shuttle Services	0	5,000	5,000	5,400
4605-7814	Graffiti Removal	6,479	5,400	5,400	5,400
4605-7821	Personal Computer Support	441	500	0	500
4605-7831	Wireless Phones/Devices	90	0	1,100	1,100
4605-7960	Foothill Transit Operations	262,507	280,800	265,000	252,000
4605-7980	Other Expenses	2,101	3,000	4,000	4,000
	<b>Total Services and Supplies</b>	<b><u>277,235</u></b>	<b><u>305,400</u></b>	<b><u>292,300</u></b>	<b><u>279,900</u></b>
<b>Capital Outlay</b>					
4605-8013	Vehicle Purchase	38,164	38,300	38,200	38,200
	<b>Total Capital Outlay</b>	<b><u>38,164</u></b>	<b><u>38,300</u></b>	<b><u>38,200</u></b>	<b><u>38,200</u></b>
<b>Reimbursements</b>					
4605-8610	Reimbursements - General Fund	60,665	40,000	39,000	38,100
4605-8620	Reimbursements - Proposition A	0	0	0	0
	<b>Total Reimbursements</b>	<b><u>60,665</u></b>	<b><u>40,000</u></b>	<b><u>39,000</u></b>	<b><u>38,100</u></b>
	<b>Total Expenditures</b>	<b><u><u>431,888</u></u></b>	<b><u><u>440,100</u></u></b>	<b><u><u>428,800</u></u></b>	<b><u><u>418,700</u></u></b>

# 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 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Use of Money &amp; Property</b>					
470-4401	Interest Earnings	4,300	4,400	1,800	1,700
	<b>Total Use of Money &amp; Property</b>	<b>4,300</b>	<b>4,400</b>	<b>1,800</b>	<b>1,700</b>
<b>Intergovernmental - Local</b>					
470-4706	Transit - Measure R LR	275,147	272,300	272,300	325,700
	<b>Total Intergovernmental - Local</b>	<b>275,147</b>	<b>272,300</b>	<b>272,300</b>	<b>325,700</b>
	<b>Total Revenues</b>	<b>279,447</b>	<b>276,700</b>	<b>274,100</b>	<b>327,400</b>

## Expenditures

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Capital Outlay</b>					
4705-7915	Landscape - Sidewalk Repairs	0	0	0	0
4705-8060	Sidewalk Improvements	265,084	150,000	103,000	150,000
4705-8070	Street Improvements	0	300,000	300,000	400,000
4705-8100	Other Capital Improvements	73,495	0	0	0
	<b>Total Capital Outlay</b>	<b>338,579</b>	<b>450,000</b>	<b>403,000</b>	<b>550,000</b>
<b>Reimbursements</b>					
4705-8610	Reimbursements - General Fund	67,716	90,000	80,600	110,000
	<b>Total Reimbursements</b>	<b>67,716</b>	<b>90,000</b>	<b>80,600</b>	<b>110,000</b>
	<b>Total Expenditures</b>	<b>406,295</b>	<b>540,000</b>	<b>483,600</b>	<b>660,000</b>

# 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 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Use of Money &amp; Property</b>					
475-4401	Interest Earnings	1,342	1,300	500	500
	<b>Total Use of Money &amp; Property</b>	<b>1,342</b>	<b>1,300</b>	<b>500</b>	<b>500</b>
<b>Intergovernmental - Local</b>					
475-4707	Transit - Measure M LR	311,752	308,600	308,600	369,100
	<b>Total Intergovernmental - Local</b>	<b>311,752</b>	<b>308,600</b>	<b>308,600</b>	<b>369,100</b>
	<b>Total Revenues</b>	<b>313,094</b>	<b>309,900</b>	<b>309,100</b>	<b>369,600</b>

## Expenditures

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Capital Outlay</b>					
4750-7965	Professional Services	260,736	0	0	0
4750-8060	Sidewalk Improvements	0	0	0	0
4750-8070	Street Improvements	0	0	0	0
4750-8100	Other Capital Improvements	0	79,000	48,500	0
	<b>Total Capital Outlay</b>	<b>260,736</b>	<b>79,000</b>	<b>48,500</b>	<b>0</b>
4750-8610	Reimbursements - General Fund	52,147	15,800	9,700	0
	<b>Total Capital Outlay</b>	<b>52,147</b>	<b>15,800</b>	<b>9,700</b>	<b>0</b>
	<b>Total Expenditures</b>	<b>312,883</b>	<b>94,800</b>	<b>58,200</b>	<b>0</b>

# 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 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Use of Money &amp; Property</b>					
490-4401	Interest Earnings	79	0	0	0
	<b>Total Use of Money &amp; Property</b>	<u>79</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Intergovernmental - Local</b>					
490-4709	Transit - Measure W Stormwater	249,799	250,000	250,000	250,000
	<b>Total Intergovernmental - Local</b>	<u>249,799</u>	<u>250,000</u>	<u>250,000</u>	<u>250,000</u>
	<b>Total Revenues</b>	<u><u>249,878</u></u>	<u><u>250,000</u></u>	<u><u>250,000</u></u>	<u><u>250,000</u></u>

## Expenditures

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Capital Outlay</b>					
4905-7980	Other Expenses	127,409	14,000	14,000	14,000
4905-8100	Other Capital Improvements	72,014	100,000	100,000	400,000
	<b>Total Capital Outlay</b>	<u>199,423</u>	<u>114,000</u>	<u>114,000</u>	<u>414,000</u>
4905-8610	Reimbursements - General Fund	0	0	0	0
	<b>Total Capital Outlay</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<b>Total Expenditures</b>	<u><u>199,423</u></u>	<u><u>114,000</u></u>	<u><u>114,000</u></u>	<u><u>414,000</u></u>

# Town Center Debt Service Fund

The Town Center Debt Service Fund has been established to accumulate resources and make debt service payments on Certificates of Participation issued for the purpose of funding the construction of facilities at the City's Town Center. The final debt service payment will be made in 2023.

## Revenues

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Use of Money and Property</b>					
520-4401	Interest Earnings	1,042	0	0	0
	<b>Total Use of Money and Property</b>	<b>1,042</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Revenues</b>	<b>1,042</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Expenditures

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Financing Services</b>					
5205-8314	Trustee Services	1,650	1,700	1,700	1,700
	<b>Total Financing Services</b>	<b>1,650</b>	<b>1,700</b>	<b>1,700</b>	<b>1,700</b>
<b>Debt Service</b>					
5205-8340	Principal Payments	144,386	144,400	147,300	800
5205-8350	Interest Expenses	6,644	6,600	3,700	800
	<b>Total Debt Service</b>	<b>151,030</b>	<b>151,000</b>	<b>151,000</b>	<b>1,600</b>
	<b>Total Expenditures</b>	<b>152,680</b>	<b>152,700</b>	<b>152,700</b>	<b>3,300</b>

# 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 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Use of Money and Property</b>					
521-4401	Interest Earnings	62	100	0	0
	<b>Total Use of Money and Property</b>	<u>62</u>	<u>100</u>	<u>0</u>	<u>0</u>
<b>Other Financing Sources</b>					
521-6901	Transfers In	220,837	223,300	219,605	220,900
	<b>Total Other Financing Sources</b>	<u>220,837</u>	<u>223,300</u>	<u>219,605</u>	<u>220,900</u>
	<b>Total Revenues</b>	<u><u>220,899</u></u>	<u><u>223,400</u></u>	<u><u>219,605</u></u>	<u><u>220,900</u></u>

## Expenditures

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Financing Services</b>					
5215-8314	Trustee Services	0	1,700	0	0
5215-8330	Other Expenses - Debt Service	0	0	0	0
	<b>Total Financing Services</b>	<u>0</u>	<u>1,700</u>	<u>0</u>	<u>0</u>
<b>Debt Service</b>					
5215-8340	Principal Payments	154,277	158,000	158,000	161,900
5215-8350	Interest Expenses	66,560	62,800	62,800	59,000
	<b>Total Debt Service</b>	<u>220,837</u>	<u>220,800</u>	<u>220,800</u>	<u>220,900</u>
	<b>Total Expenditures</b>	<u><u>220,837</u></u>	<u><u>222,500</u></u>	<u><u>220,800</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 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Use of Money and Property</b>					
610-4401	Interest Earnings	1,866	1,900	800	700
	<b>Total Use of Money and Property</b>	<u>1,866</u>	<u>1,900</u>	<u>800</u>	<u>700</u>
	<b>Total Revenues</b>	<u><u>1,866</u></u>	<u><u>1,900</u></u>	<u><u>800</u></u>	<u><u>700</u></u>

## Expenditures

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Capital Outlay</b>					
6105-8100	Other Capital Improvements	0	0	0	0
	<b>Total Capital Outlay</b>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	<b>Total Expenditures</b>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>

# Community Improvement Fund

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

## Revenues

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Use of Money and Property</b>					
620-4401	Interest Earnings	2,645	1,400	600	700
620-4503	Other Federal Grants	0	262,600	0	0
620-4611	Grant Program Revenue	0	648,300	467,000	567,000
620-4613	Other State Grants	0	247,000	91,000	1,150,000
620-4910	Traffic Circulation Offset	316,563	0	0	0
620-5004	Other Revenue	0	319,000	85,000	234,000
	<b>Total Use of Money and Property</b>	<b>319,208</b>	<b>1,478,300</b>	<b>643,600</b>	<b>1,951,700</b>
<b>Other Financing Sources</b>					
620-6901	Transfers In - General Fund	0	48,500	48,500	0
	<b>Total Other Financing Sources</b>	<b>0</b>	<b>48,500</b>	<b>48,500</b>	<b>0</b>
	<b>Total Revenues</b>	<b>319,208</b>	<b>1,526,800</b>	<b>692,100</b>	<b>1,951,700</b>
	<b>Total Revenues</b>	<b>319,208</b>	<b>1,526,800</b>	<b>692,100</b>	<b>1,951,700</b>

## Expenditures

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Services and Supplies</b>					
6205-7965	Professional Services	0	648,000	0	0
6220-7965	Professional Services	0	97,000	91,000	0
	<b>Total Services and Supplies</b>	<b>0</b>	<b>745,000</b>	<b>91,000</b>	<b>0</b>
<b>Capital Outlay</b>					
6205-8100	Other Capital Improvements	0	234,000	0	234,000
6210-8100	Other Capital Improvements	0	85,000	85,000	0
6220-7980	Other Expenses	0	150,000	0	150,000
6220-8100	Other Capital Improvements	0	262,600	0	1,000,000
6225-8100	Other Capital Improvements	0	0	467,000	567,000
	<b>Total Capital Outlay</b>	<b>0</b>	<b>731,600</b>	<b>552,000</b>	<b>1,951,000</b>
	<b>Total Expenditures</b>	<b>0</b>	<b>1,476,600</b>	<b>643,000</b>	<b>1,951,000</b>



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**Section Five**  
*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 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Use of Money and Property</b>					
680-4401	Interest Earnings	7,242	4,500	1,900	2,000
680-5004	Other Revenue	200	0	0	0
680-5007	Gain on Sale of Land	0	0	0	0
	<b>Total Use of Money and Property</b>	<b>7,442</b>	<b>4,500</b>	<b>1,900</b>	<b>2,000</b>
<b>Other Financing Sources</b>					
680-6904	Transfers In - Affordable Housing	671,307	0	0	0
	<b>Total Other Financing Sources</b>	<b>671,307</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Revenues</b>	<b>678,749</b>	<b>4,500</b>	<b>1,900</b>	<b>2,000</b>

## Expenditures

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Administration Services</b>					
6805-7310	Meeting Stipends	4,590	5,300	5,600	5,600
6805-7312	Legal Counsel	0	0	1,000	1,000
	<b>Total Administration Services</b>	<b>4,590</b>	<b>5,300</b>	<b>6,600</b>	<b>6,600</b>
<b>Services and Supplies</b>					
6805-7965	Professional Services	45,889	40,000	16,000	78,600
6805-7980	Other Expenses	10,384	10,000	6,000	5,000
	<b>Total Services and Supplies</b>	<b>56,273</b>	<b>50,000</b>	<b>22,000</b>	<b>83,600</b>
	<b>Total Expenditures</b>	<b>60,863</b>	<b>55,300</b>	<b>28,600</b>	<b>90,200</b>

# Housing Authority Fund

## Revenues

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Use of Money and Property</b>					
681-4401	Interest Earnings	11,221	16,200	6,900	5,700
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
	<b>Total Use of Money and Property</b>	<b>11,221</b>	<b>16,200</b>	<b>6,900</b>	<b>5,700</b>
<b>Other Financing Sources</b>					
681-6904	Transfers In - Affordable Housing	0	0	0	0
	<b>Total Other Financing Sources</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Total Revenues</b>	<b>11,221</b>	<b>16,200</b>	<b>6,900</b>	<b>5,700</b>

## Expenditures

Account Number	Account Description	FY 2020-21 Actual	FY 2021-22 Amended Budget	FY 2021-22 Estimated Actual	FY 2022-23 Budget
<b>Administration Services</b>					
6815-7310	Meeting Stipends	0	0	0	0
6815-7311	Administrative Services	0	0	0	0
6815-7312	Legal Counsel	0	0	0	0
	<b>Total Administration Services</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Services and Supplies</b>					
6815-7965	Professional Services	0	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
	<b>Total Services and Supplies</b>	<b>0</b>	<b>8,600</b>	<b>8,600</b>	<b>8,600</b>
	<b>Total Expenditures</b>	<b>0</b>	<b>8,600</b>	<b>8,600</b>	<b>8,600</b>





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# **Section Six**

*Appendix*

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# Glossary

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**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 Improvement Program** - A financial plan of proposed capital improvement projects with single and multiple year capital expenditures/expenses. The Capital Improvement Program plans for five years, and is updated annually.

**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.

**City Manager's Transmittal Letter** - A general discussion of the proposed/approved budget. The letter contains an explanation of principal budget items and summaries.

**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.

# Glossary

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**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.

**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.

# Glossary

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**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.

**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. 22-16

### 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 2022-23 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 2022-23 is \$40,228,737.

Section 2: The adjustment factors for the City's Appropriations Limit are: a) the change in County 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.

**PASSED, APPROVED AND ADOPTED** this 24<sup>th</sup> day of May 2022.

/s/ Margaret Finlay  
Mayor Margaret Finlay

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

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Resolution 22-16

Attachment 1

## CITY OF DUARTE COMPUTATION OF APPROPRIATIONS LIMIT

<b>FY 2021-22 Appropriations Limit</b>	\$37,672,156
Change in per capita personal income	107.55%
Change in County population = -0.71 ( Change in City population = -0.100 )	.9929%
Cumulative compound change ( 1.0755 x .9929 )	1.06786395
<b>FY 2022-23 Appropriations Limit</b>	\$40,228,737

Source: State of California, Department of Finance, Price and Population Information, May 2022





