



*City of Paramount, CA*

# **PROPOSED BUDGET**

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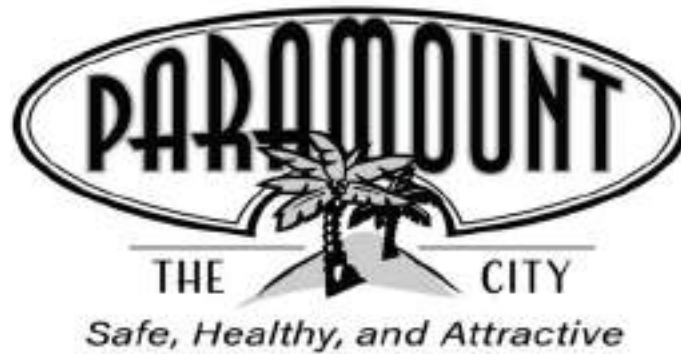
## **Fiscal Year 2022-2023**

**JULY 1, 2022 - JUNE 30, 2023**



Unveiling of Civic Center sculpture commemorating the 19th Amendment to the U.S. Constitution and honoring the City's first all-female City Council, the fourth such Council in the history of California.





FISCAL YEAR 2023

PARAMOUNT CITY COUNCIL

- ◆ VILMA CUELLAR STALLINGS, MAYOR
- ◆ ISABEL AGUAYO, VICE MAYOR
- ◆ LAURIE GUILLEN, COUNCILMEMBER
- ◆ PEGGY LEMONS, COUNCILMEMBER
- ◆ BRENDA OLMOS, COUNCILMEMBER

JOHN MORENO, CITY MANAGER

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The Budget is prepared under the direction of the City Manager by the Finance Department.

In early spring of each year, operating departments are directed to submit budgetary requests to the Finance Department for verification and compilation. While expenditure requests are being prepared, projections of revenues for the year are developed. The requests and projections are presented to the City Manager.

The City Manager reviews the expenditure requests and revenue projections, makes necessary deletions and additions, and recommends a budget to the City Council.

The preparation of this budget is made possible by the efforts of the Finance staff.

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## CITY MANAGEMENT TEAM

ANDREW VIALPANDO, ASSISTANT CITY MANAGER

JOHN CARVER, PLANNING DIRECTOR

ADRIANA FIGUEROA, PUBLIC WORKS DIRECTOR

DAVID JOHNSON, COMMUNITY SERVICES DIRECTOR

MARGARITA MATSON, PUBLIC SAFETY DIRECTOR

KIM SAO, FINANCE DIRECTOR

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

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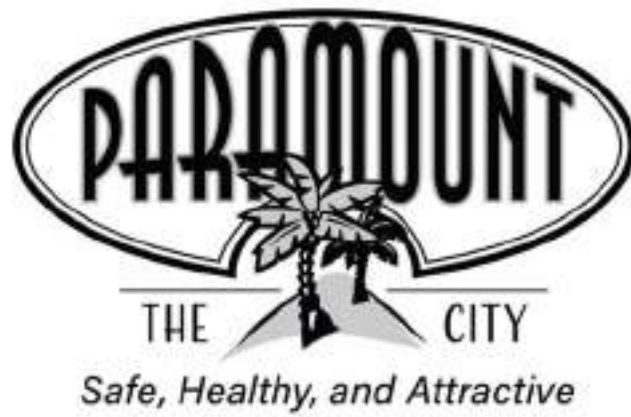
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# BUDGET MESSAGE

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To: Honorable City Council

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## PREFACE

We are very pleased to present the FY 2022-23 Proposed Budget, which builds on our continuing recovery from the pandemic while investing in enhancements to services and infrastructure that will improve the quality of life for our residents for decades to come.

This budget outlines our spending plan that continues to address the community's needs, while positioning Paramount to restore programs and services as the post-COVID-19 recovery takes shape. Since COVID-19 began to spread widely in the United States, and the statewide mandatory safer-at-home order took effect, a toll was taken on our economy. In reflecting about the past few years, and the adversity that came with it, we remained resilient and we were able to strategically respond to the challenges of the unknown and unexpected. In addition, the overwhelming approval of the March 2020 Measure Y sales tax measure signified the trust and confidence that residents have in their City, and provided a much-needed revenue stream during the pandemic to offset the loss of revenues in many areas. The additional revenues from Measure Y, along with our conservative and fiscally responsible spending habits, have provided funding for much-needed capital improvement projects and allowed us to propose a balanced budget for FY 2022-23.

For the Restricted Funds, which comprise mainly grant funds, the total Expenditure Budget is \$30,841,950. Estimated revenues, transfers In/Out, and other sources total \$31,091,900, leaving a surplus of \$249,950.

For FY 2022-23, the overall Operating, Capital Improvement Projects Budget, and Transfers In/Out, including other sources total \$78,671,450 across all funds (General Fund, Special Revenues/Restricted, and Water), with total Estimated Revenues of \$79,688,550, leaving an overall surplus of \$1,017,100.

The FY 2022-23 Budget for General Fund (non-restricted), which includes capital improvements and transfers out, totals \$37,386,850. Estimated revenues total \$37,785,400, resulting in a surplus of \$398,550 at June 30, 2023.

The FY 2022-23 Budget for the Water Fund (restricted), including capital improvements and transfers out, totals \$10,442,650. The estimated revenues

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**REVENUE  
OVERVIEW  
(cont'd)**

and transfers-in total \$10,811,250, leaving a budget surplus of \$368,600 at the end of the fiscal year.

For FY 2022-23, we are predicting approximately \$76.3 million in total revenues, which is \$9.2 million more than the current 2021-22 fiscal year. The bulk of the increase is related to restricted funds that have been awarded for specific projects.

The General Fund revenue forecast will decrease by about \$956,850 from the prior year to a total of \$37.8 million for FY 2022-23. The decrease is due mainly to a \$671,500 decrease in total tax revenues and \$299,100 in Development Fees. In FY 2021-22, sharp increases in sales and use tax revenues from the prior FY 2020-21 resulted from the reopening of the economy and one-time receipts from businesses that delayed their payments due to the pandemic that will not be anticipated in FY 2022-23. In addition, the average 2% decrease in various tax revenues in FY 2022-23 signals the slowing and stabilizing of the economy as compared to prior years.

As the United States Government interjected stimulus money into its economy in the last two years, Paramount was among many public agencies to receive American Rescue Plan Act of 2021 (ARPA) funding. In FY 2020-21, the City received \$9.5 million from ARPA funds and expects to receive the second \$9.5 million payment by June 30, 2022 for a total allocation of \$18.9 million. This one-time infusion of funds has put us in a position to where, as a City, we are ready to rebuild. In March 2022, the City Council approved a spending plan for \$17.4 million, with \$1.5 million in spending to be decided by the Paramount community. The \$17.4 million spending plan focuses on projects that benefit the broader community, which includes 1) \$11.7M for Water Infrastructures, 2) \$2.1M for Business Recovery, Retention and Attraction, 3) \$1.5M for Affordable Housing, 4) \$1M for Homeless Support Services, 5) \$525K for community enrichment, and the remaining for emergency preparedness, infrastructure enhancements, and administrative support. The City is required to obligate ARPA funding by December 2024, but will have until December 2026 to expend all ARPA money.

As mentioned above, we continue to address the needs and expectations of our community while also proposing numerous capital improvement projects. This budget continues to retain most of the traditional services, programs, and events our residents and businesses have come to expect, appreciate, and enjoy.



## REVENUE OVERVIEW (cont'd)

The following table provides an overall summary of the City's budget and fund balances.

Fund Balance Summary				
	General Fund	Restricted Funds	Water Fund	Total All Funds
<b>Beg Fund Balance 7/1/2022 (Estimated)</b>	<b>\$ 14,932,200</b>	<b>20,722,250</b>	<b>3,924,950</b>	<b>39,579,400</b>
<b>Revenues/Sources:</b>				
Estimated Revenues	37,785,400	29,941,900	8,582,000	76,309,300
Adj: Depreciation	-	150,000	1,000,000	1,150,000
Adj: Principal Pmts	-	-	327,750	327,750
Transfers In (GF/ARPA)	-	1,000,000	901,500	1,901,500
<b>Total Revenues &amp; Transfers In</b>	<b>37,785,400</b>	<b>31,091,900</b>	<b>10,811,250</b>	<b>79,688,550</b>
<b>Expenditures/Uses:</b>				
Operations	34,028,850	10,930,600	10,138,950	55,098,400
Capital Improvements	2,358,000	19,009,850	303,700	21,671,550
Transfers Out (ERF/WTR)	1,000,000	901,500	-	1,901,500
<b>Total Expenditures &amp; Transfers Out</b>	<b>36,386,850</b>	<b>30,841,950</b>	<b>10,442,650</b>	<b>78,671,450</b>
<b>Surplus/(Deficit)</b>	<b>398,550</b>	<b>249,950</b>	<b>368,600</b>	<b>1,017,100</b>
<b>Ending Fund Balance 6/30/2023 (Estimated)</b>	<b>\$ 15,330,750</b>	<b>20,972,200</b>	<b>4,293,500</b>	<b>40,596,500</b>

At June 30, 2023, the estimated ending fund balance for all funds is \$40,596,500.

## GENERAL FUND

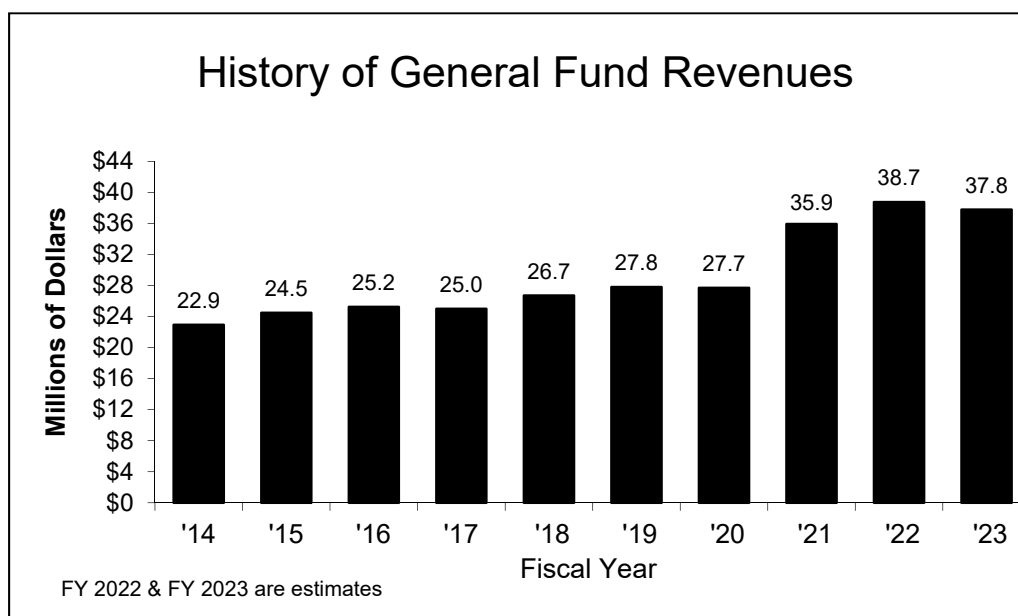
With total General Fund revenues decreasing by 2.5%, or \$956,850, from last year's estimate, we are projecting to have revenues of \$37,785,400. General Fund makes up about 50% of the City's total revenues. The Measure Y transaction tax is projected to be about \$6.7M.

For the first time in many years, we are also anticipating a large increase in investment earnings totalling \$614K, a conservative estimate, with \$495K going to the General Fund, as the City is undertaking an active approach in investing its idle cash. Compared to prior years where all money was invested in the Local Agency Investment Funds (LAIF) to achieve safety and liquidity, we are looking into achieving a competitive yield while maintaining safety and liquidity.

## GENERAL FUND (cont'd)

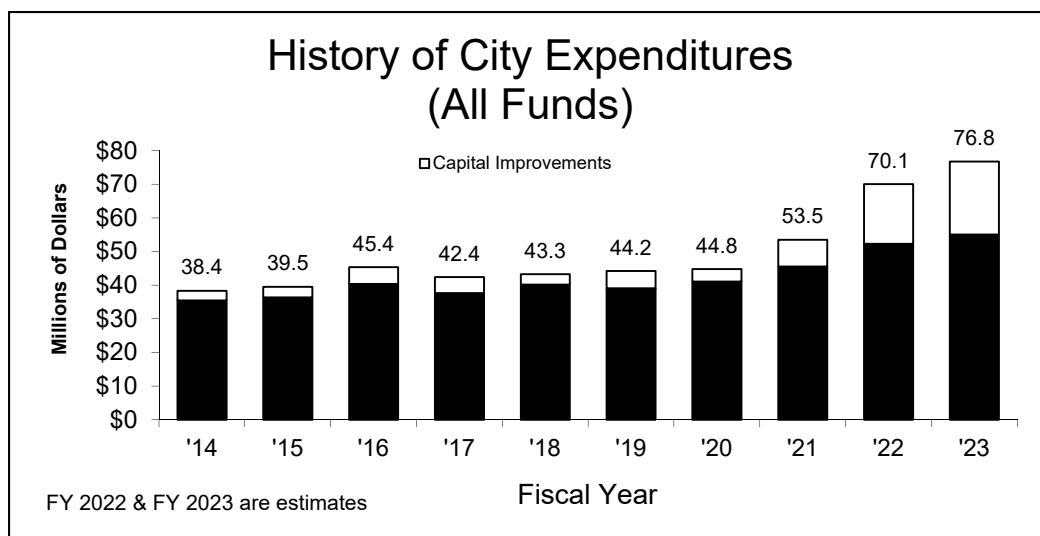
In November 2022, the City issued the Pension Obligation Bond (POB) to take advantage of the low interest rate and to pay down the City's unfunded accrued pension liability. The estimated savings to the General Fund are \$4.7M over the next eight years beginning with FY 2022-23.

The following chart shows a ten-year history of our General Fund revenues.



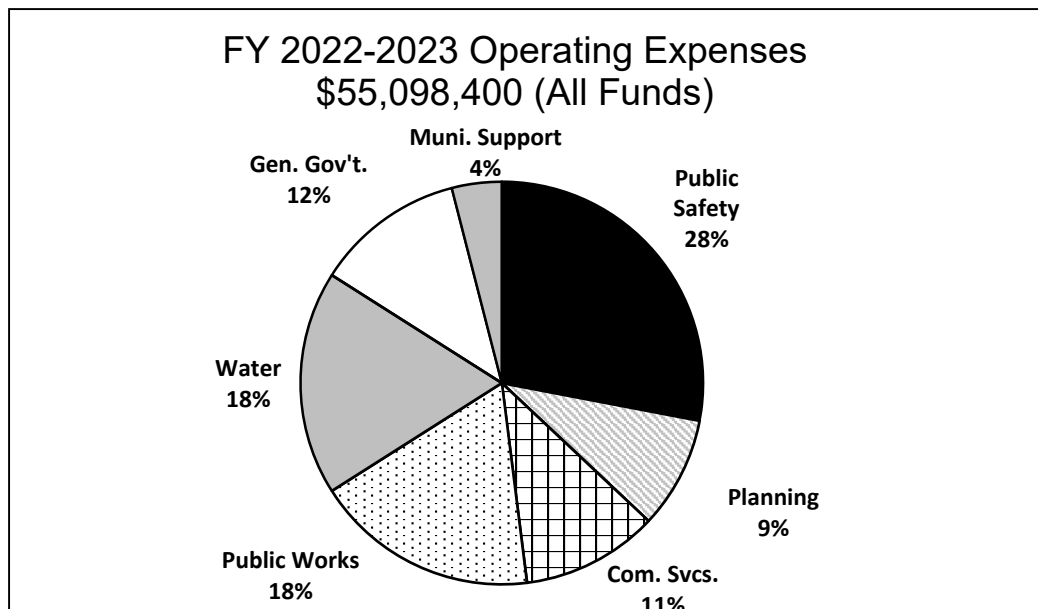
## EXPENDITURE OVERVIEW

Total City expenditures, which include the General Fund, the Water Department, and all restricted-use funds, are projected to be \$76,769,950. Expenditures are broken down into two areas: operations and capital improvements. The following chart shows a ten-year history of our total expenditures for both operations and capital improvements.



## OPERATING EXPENDITURES (cont'd)

The chart below shows the estimated expenditures for the City's operation by departments.



The total proposed operating budget across all funds, excluding Capital Improvement expenditures, is \$55,098,400. The following sections will describe some of the departmental highlights and provide insight into the FY 2022-23 operating budget.

### Public Safety

Our Public Safety Department consists of Administration and four divisions: Sworn Patrol Services, Non-Sworn Services, Code Enforcement, and Support Services. Public Safety continues to be our largest operating department with a budget of \$15,428,100 (about 28% of the total operating budget) or about \$1,539,500 more than the current year. The increase is primarily related to the higher cost of sworn patrol from the Los Angeles County Sheriff's Department (LASD). In FY 2023, we face a rate increase of 1.43% for Deputy Sheriff Services, 2.29% for Bonus-I Deputies, and a 4.09% increase for Sheriff Sergeant Services. The liability surcharge on Sheriff's services will remain at 11% of our total contract cost.

The Sworn Patrol Services Division funds the contract for law enforcement personnel from LASD for patrol units, contractual services, and equipment for the day-to-day operations of the field patrol services. The budget includes funds to carry out the City's historically tough stance on crime, maintaining a safe environment via professional and community-based law enforcement services. Consequently, no adjustments were made to our field deployment—

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**OPERATING  
EXPENDITURES  
(cont'd)**

the staffing level of our patrol deployment services will remain the same. We will continue to fully fund critical supplemental law enforcement components such as five Special Assignment Deputies, a Detective Specialist, and Community Service Officers (CSOs). Due to the success of the Los Angeles County Sheriff's Youth Activities League (YAL), we will continue to fund the Special Assignment Officer (SAO) that is part of the program. . The County supplements three-fourths ( $\frac{3}{4}$ ) of the total annual cost with liability for the YAL SAO. The City supplements one-fourth ( $\frac{1}{4}$ ) of the yearly cost with liability.

We will continue to share the total cost of the Deputy District Attorney as part of the Community Prosecutor Program with the City of Bellflower. This cost-sharing arrangement is budgeted at \$145,000 per City. The Deputy District Attorney serves as a liaison with court officials and ensures that the courts and prosecuting attorneys know the City's position regarding specific cases. The Deputy District Attorney assists the City with quality of life issues, handles student truancy cases, and works with property owners to resolve problems and abate nuisances. The Deputy District Attorney recently took the lead with the City Attorney in abating all street racing activities by proactively adopting new ordinances and enforcement programs such as vehicle forfeitures and more substantial penalties for street racing spectators.

Public Safety staff also assessed our long-standing crossing guard services contract with All City Management Services, Inc. (ACMS). As we all know, hiring challenges have impacted municipalities, agencies, and districts across the nation. The labor market has changed in the past couple of years, and now higher wage levels are required for many entry-level positions. As such, there is an 8% increase in the hourly rate for crossing guards from \$22.67 to \$24.49. ACMS will provide 12,645 hours of crossing guard protection, with a minimum of three hours per site. We will continue to provide crossing guard services at the 21 designated sites.

### **Public Works**

The Public Works Department includes seven non-enterprise divisions: Administration, Facility Maintenance, Landscape Maintenance, Vehicle and Equipment Maintenance, Road Maintenance, Engineering, and Sustainability. The newly created Sustainability Division will implement programs and activities designed to align with the City's sustainability goals. The proposed budget for this department is \$9,835,550, or about \$1.3M more than the current fiscal year. The increase in expenditures is partially related to the implementation of the state-mandated organics program, enhanced tree care

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**OPERATING  
EXPENDITURES  
(cont'd)**

programs, sufficient funding for sidewalk repairs citywide, and the replacement of vehicles that have surpassed their useful life. The department also manages three divisions under the Water Enterprise fund including Water Production, Water Distribution, and Water Customer Service.

The budget continues funding at the same level for routine maintenance operations. Staffing and supply levels are comparable to the current year. Contract services, which make up a significant part of the department's service delivery capability, are at the same service levels as the current year including landscape maintenance, janitorial services, and street sweeping. The Engineering Division budget continues to reflect on-going consulting costs for technical engineering support services, including traffic engineering.

### **Planning**

This department includes Administration and is responsible for three divisions: Development Services (Building and Safety), Residential Rehabilitation (Home Improvement Program), and Commercial Rehabilitation. The proposed FY 2022-23 budget is \$4,947,400, or about \$1.3M more than the current year. The increase in budget is due mainly to the increase in Commercial Rehabilitation projects of \$820K and economic development services of \$400K. With the South Coast Air Quality Management District (SCAQMD) ending ongoing air quality sampling and testing in Paramount, \$145,000 is budgeted for the City to continue air monitoring with SCAQMD technical assistance. The budget includes the Clearwater East Specific Plan update (partially grant-funded). This Specific Plan update will replace the traditional zoning regulations in the area at and surrounding the swap meet to carefully guide land use, infrastructure improvements, and sustainable living for generations to come near the planned Metro light rail station. Downtown design guidelines, which will also apply to other commercially-zone properties, are budgeted at \$80,000 this year to update the guidelines from the 1980s.

### **Community Services**

This department includes Administration and eight divisions: Parks and Playgrounds, Aquatics, Sports, Instructional Classes, Facilities, the Paramount Education Partnership (PEP), the Elderly Nutrition Program, Community Transportation, and the STAR After School Program. The proposed budget is \$6,090,850, or about \$264,250 more than the current year's budget. The increased budget amount reflects the department's projected return to normal programming and events not affected by COVID-19 restrictions as well

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**OPERATING  
EXPENDITURES  
(cont'd)**

as new programming for our youth and adults. The budget also includes various sports and aquatics services with the YMCA and the transit program operated by Long Beach Transit for fixed-route and college-bound bus services. In addition, it includes a contract with Fiesta Taxi/Ride Yellow for expanded point-to-point transit services for our elderly and disabled communities.

This department provides or supports year-round community services that include youth sports, facility management, after school care, homework help, summer day camp, swim lessons, recreational swim, instructional classes, seniors programs, transit services, and special events. Returning this year is the Adaptive Recreation program for the special needs community, which had an initial start last fiscal year. This fiscal year will also see new opportunities for artistic expression by our community through our Paramount Arts in the Community program. FY 2022-23 will see a full year of 1660 Adult Recreation programming to include sports, entertainment, and cultural activities.

In addition, the department also manages the many successful City events throughout the year that include the Halloween Festival, Tree Lighting, Santa Train, and Breakfast with Santa. Besides these extremely popular events, this budget contains funds for continuing this year's Heritage Festival, the Haunted House & Maze at Halloween, and Santa Photos at the Paramount Park Community Center. Additionally, this budget provides for new special events associated with Halloween and Breakfast with Santa and staffing for additional special events allocated in the Community Promotion budget. Returning after a long hiatus is special event programming for Easter that will be conducted in partnership with Tepic Sister City's Día del Niño event.

The largest of these services, STAR, is funded by an After School Education and Safety grant from the State. This year marks 17 years of receiving the grant, totaling \$2,425,700 for the year, which includes the annual funding necessary to keep up with the State's minimum wage requirements. However, Fiscal Year 2022-23 will be a transition year for the STAR Afterschool program. As Paramount Unified School District will be implementing a new state-funded and mandated afterschool enrichment program, the City finds that its STAR program would be redundant. Therefore, we will be running the STAR program as normal during this next school year through June 2023 with the intention that this will be our last school year in operation. We are working with the District to transition STAR staff and equipment over to their program once our program terminates. The Community Services budget will start to reflect changes over the next two fiscal years to add additional youth and



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community programming and to retain staffing levels to operate City events.

**OPERATING****EXPENDITURES****(cont'd)**

The budget continues to support the Los Cerritos YMCA and their operation of swim programming at Paramount Pool and youth sports. The YMCA at Paramount Pool has provided our community with year-round swim lessons and other swim opportunities at which the national non-profit agency excels. The YMCA will continue to provide youth opportunities in basketball and other sports to offer a recreational outlet that is instructional and supportive of fair and equitable play. The department is responsible for managing all public facilities including those at Paramount Park, Progress Park, Spane Park, and the Clearwater Building.

**General Government**

General Government includes City Council and Commissions, City Manager, City Clerk, City Attorney, Community Promotion, Administrative Services, and Finance. This year's operations are budgeted at \$6,627,350, which is \$208,750 more than the current year's final budget.

Municipal Support is separate from General Government. The operations budget for Municipal Support is \$2,030,200, which is \$83,150 less than the current year's final budget.

**Employment Levels, Salaries, and Benefits**

Since the dramatic revenue losses that occurred due to the Great Recession from 2007 to 2009 and the State's elimination of Redevelopment Agencies in 2012, the City continues to maintain lean staffing levels. The City continues to maintain a workforce of 90 full-time positions, and relies on part-time positions to meet the needs of each Department's workload. As the nation, State, and County continue to recover from the COVID-19 Pandemic and the resulting dramatic economic downturn, so too has the City "reopened". The City is preparing to enter FY 2022-23 fully operational, resulting in staffing levels, programs, and services returning to normal operating levels.

After nearly three years of negotiations with the City's only labor unit to develop a long-term collective bargaining agreement, both the City and the bargaining unit have concluded negotiations in May 2022. The terms of the agreement are based on a three-year agreement that will commence in FY 2022-23 and run through June 30, 2025. Formed in 2019, the bargaining unit consists of 22 non-management employees of the Public Works Department.

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**OPERATING  
EXPENDITURES  
(cont'd)**

Based on the Local Consumer Price Index (CPI) that predicates general living expenses, wage modifications through Cost of Living Adjustments (COLA) are one of many important tools utilized to maintain a high-quality workforce. As of April 2022, the Los Angeles/Orange County area CPI rose to 7.87%. As a result, in addition to a 4% COLA that was given to all full-time employees in February 2022, I am recommending an additional 5% percent COLA to all full-time and part-time employees for FY 2022-23. In line with the City Council's goal to gradually align with the State's public employee pension reforms, the wage increase will be accompanied by a 1.5% reduction in the Employer Paid Member Contribution (EPMC) so that "Classic" CalPERS full-time employees contribute more toward their "Member Share" of CalPERS retirement. The total full-time cost of the proposed COLA for all employees is \$357K, with an impact to the General Fund of \$300K. With the 1.5% EPMC adjustment, the total net impact to General Fund is approximately \$289K in FY 2022-23.

Moreover, the City also overhauled the salary schedule for part-time employees in FY 2021-22 to align with the State's minimum wage law, which will be reflected in FY 2022-23. In addition to increasing the minimum wage to \$15 an hour, the City will also recommend a 5% COLA for all part-time employees to keep pace with the sharp rise in CPI.

In addition to wages, staff regularly reviews the City's employee benefits offerings in an effort to ensure it remains competitive and retains quality talent. The FY 2022-23 proposed budget will include enhancements to overtime procedures, holiday pay, and standby and call-back pay. It also includes a revision to the existing Anniversary Achievement Award that will provide full-time employees with a lump sum payment, rather than gift cards, at each 5-year anniversary increment that they are employed with the City.

### **Water Operations**

Water Operations are budgeted at \$10,138,950, which is \$1.8M less than the current year's final budget. The decrease is due mainly to the completion of the Well #16 project resulting in a decreased cost in the purchase of imported water. The drilling portion of Well #16 was completed previously. Both the drilling and equipment-design phases were funded with bond proceeds from the former Redevelopment Agency. In 2018, a loan from the California Infrastructure and Economic Development Bank (IBank) was secured for the equipping phase of this project, which started in the last quarter of FY 2020. The well is expected to be completed in July 2022, with operation beginning in August 2022. In FY 2022-23, the budget includes continued funding for

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**OPERATING  
EXPENDITURES  
(cont'd)**

groundwater maintenance of all wells, which increased by \$900K to \$2.1M with the addition of Well #16. With Transfers-In from the ARPA Fund to cover the \$900K estimated cost of purchasing imported water, overall, we are projecting a budget surplus of \$368,600 at June 30, 2023.

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**CAPITAL  
IMPROVEMENT  
PROJECTS**

The capital improvement budget for FY 2022-23 is \$21,671,550, which includes \$15,968,550 carried over from the prior year and \$5,703,000 representing new projects. The major sources of these projects include \$2,358,000 from General Fund, \$3,082,000 from SB1 – Active Transportation (ATP), \$2,727,450 from the California Natural Resources Agency (CNRA), \$1,350,000 from the Rivers/Mountains Conservancy (RMC) fund, \$1,235,000 from the CA Parks & Recreation Grant, \$1,120,000 from the American Rescue Plan Act fund (ARPA), \$1,089,000 from Prop C, \$1,004,200 from Prop 68, \$1,001,000 from the Highway Bridge Repair grant, and the remainder from other restricted funds.

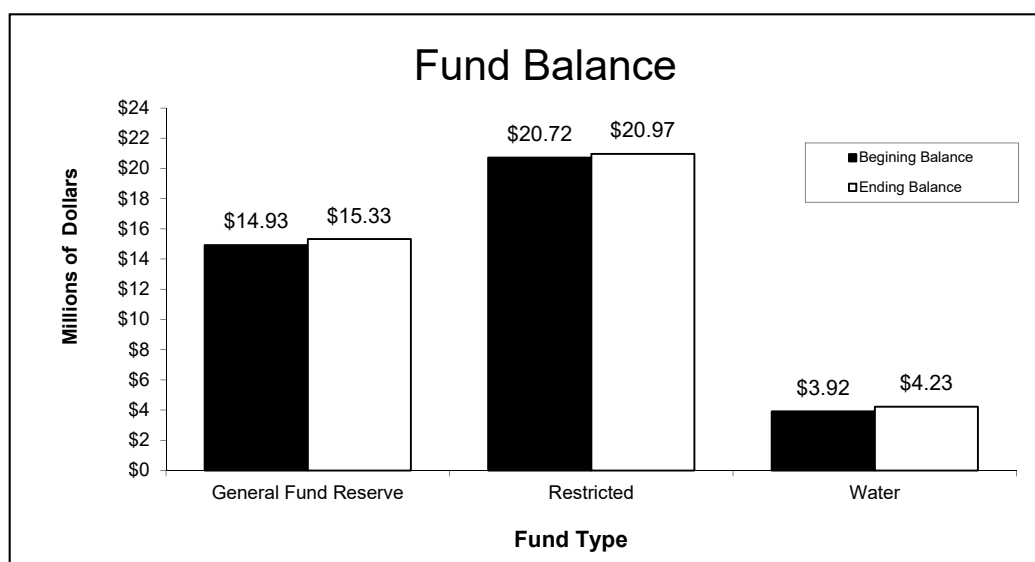
As always, the upcoming Capital Improvement Program provides for improvements to our arterial street corridors and neighborhood streets, continued planning for several large infrastructure projects in the coming years, and projects that will improve and maintain our parks and City facilities. For our street projects, we are planning to repave Orange Avenue from Somerset Boulevard to Rosecrans Avenue and several neighborhood streets in the North West area of town. Other street improvements include additional bus shelters and curb address painting citywide. Several long-term planning projects are continuing this year, including design of the Rosecrans Bridge over the LA River, Alondra Boulevard widening, and phases of the West Santa Ana Branch Bikeway trail.

The Capital Improvement budget continues our robust efforts to improve our parks and public facilities and to handle vital maintenance needs. We will replace playground equipment at parks, refurbish the exterior of Progress Park Plaza, renovate the interior of the Spane Park community center, and replace the roof at the Paramount Park Pool building. For sustainability projects, we are continuing the replacement of park lighting to LED at All American and Progress parks.

## ENDING FUND BALANCE

We are projecting to end FY 2022-23 with a combined ending fund balance of \$40,596,500 for all three fund types. The unassigned fund balance portion of the General Fund is estimated to be \$15,330,750 at June 30, 2023, a \$398,550 increase from the current fiscal year. The Restricted Funds will end the year with \$20,972,200, an increase of \$249,950 due to the increase of various grant funds. The Water Fund will end the year with \$4,293,550, a \$368,600 increase from the current year.

The chart below is a summary and overall review of our fund balances, showing estimated fund balance at July 1, 2022 and how much we project to have at the end of the fiscal year on June 30, 2023.



## SUCCESSOR AGENCY

The former Paramount Redevelopment Agency was terminated on January 31, 2012 pursuant to ABx1 26. As a result, the Successor Agency for the Paramount Redevelopment Agency was created to wind down the affairs of the former Redevelopment Agency.

Included in this budget are the enforceable obligations on the Recognized Obligation Payment Schedules and the Redevelopment Property Tax Trust Fund we expect to receive. The budget assumes that the City will be receiving \$250,000 for the administration of fulfilling the requirements of making bond payments and complying with various agreements.

## HOUSING AUTHORITY

The Paramount Housing Authority has been inactive since the County of Los Angeles took over the administrative function for Paramount's rental assistance vouchers in 2011. With the dissolution of redevelopment, the Housing Authority received a limited amount of low-mod housing funds for future housing projects.

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**SUMMARY**

In closing, preparing a budget for a city is never an easy task with many unknown variables. Doing so in the midst of a global pandemic raises it to a new level of uncertainty. It is impossible to anticipate the depth and duration of the economic downturn caused by the pandemic at this time. While we have developed a plan to operate at the pre-pandemic level, we are also mindful that we are operating in a volatile time when inflation is at an all-time high and a recession, based on historical trends, is overdue.

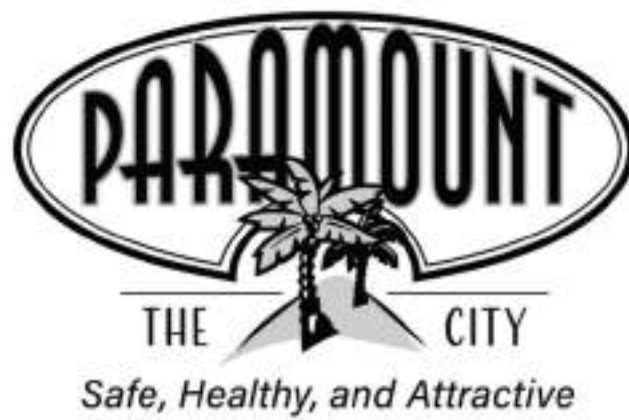
In light of all that, this is a preliminary spending plan for FY 2022-23 using conservative spending habits and revenue projections. With that said, we continue to maintain the current level of services and programs for residents, with our traditional focus on a strong public safety component.

The budget we are presenting provides a financial outline for FY 2022-23. In this document, you will find a blueprint to continue our municipal services that meets the needs and desires of our community.

Respectfully submitted this 8<sup>th</sup> day of June, 2022.



John Moreno  
City Manager





# BUDGET SUMMARIES

This section contains summary tables and charts for Fiscal Year 2023.

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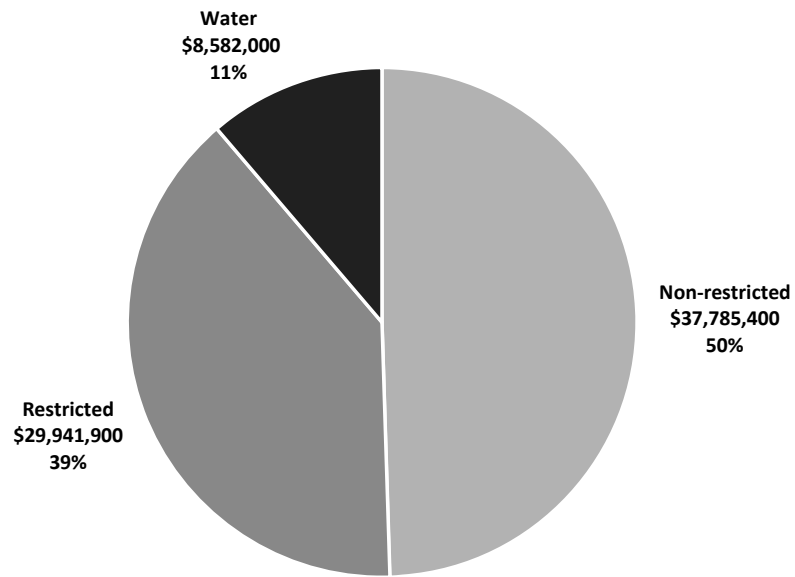
## Revenue Summary

City of Paramount  
(Excludes Successor Agency and Housing Authority)  
Fiscal Year 2023

Revenue Source	FY 2022 Final Budget	% of Total	FY 2023 Proposed Budget	% of Total
<b>Non-Restricted Revenue</b>				
Taxes	\$ 27,424,500	40.89%	26,753,000	35.05%
Licenses and Permits	391,000	0.58%	382,500	0.50%
Fines, Forfeitures, and Penalties	785,300	1.17%	743,000	0.97%
Revenue From Use of Property	104,250	0.16%	554,250	0.73%
Revenue From Other Agencies	7,573,100	11.29%	7,663,750	10.04%
Current Charges for Services	716,450	1.07%	417,900	0.55%
Miscellaneous Revenue-Reimbursements	1,050,000	1.57%	1,050,000	1.38%
Miscellaneous Revenue-Other	697,650	1.04%	221,000	0.29%
<b>Total Non-Restricted Revenue</b>	<b>38,742,250</b>	<b>57.77%</b>	<b>37,785,400</b>	<b>49.51%</b>
<b>Restricted Revenue</b>				
American Rescue Plan Act (ARPA)	5,409,050	8.06%	4,061,500	5.32%
Community Development Block Grant	858,050	1.28%	899,250	1.18%
CDBG CARES Act	459,150	0.68%	-	0.00%
HOME Investment Partnership Act	404,900	0.60%	403,650	0.53%
HOME Investment Partnership Act-ARP	-	0.00%	350,000	0.46%
After School Education and Safety	2,432,450	3.63%	2,427,350	3.18%
Gas Tax	1,366,850	2.04%	1,516,150	1.99%
SB1-Road Mntc. & Repair Act (RMRA)	1,096,200	1.63%	1,229,850	1.61%
Traffic Safety Fines	100,100	0.15%	100,000	0.13%
AB 939 Fees	80,000	0.12%	82,000	0.11%
AB 2766 Subvention Funds	69,000	0.10%	74,000	0.10%
Disability Access and Education	8,600	0.01%	8,900	0.01%
Proposition A Transit Tax	1,350,100	2.01%	1,357,300	1.78%
Proposition C Transit Tax	1,112,200	1.66%	1,116,600	1.46%
Measure R Transit Tax	832,500	1.24%	837,500	1.10%
Measure M Transit Tax	947,400	1.41%	952,200	1.25%
Measure W Safe Clean Water Parcel Tax	1,545,450	2.30%	646,700	0.85%
Sewer Reconstruction	4,100	0.01%	3,300	0.00%
Public Art Fees	30,400	0.05%	31,200	0.04%
Public Access Fees	35,350	0.05%	36,050	0.05%
Storm Drain Fees	31,600	0.05%	33,800	0.04%
General Plan Fees	33,200	0.05%	36,600	0.05%
Property Assessments	14,150	0.02%	14,150	0.02%
Other Grants	2,134,600	3.18%	13,708,250	17.96%
Equipment Replacement	5,200	0.01%	15,600	0.02%
<b>Subtotal Restricted Revenue</b>	<b>20,360,600</b>	<b>30.34%</b>	<b>29,941,900</b>	<b>39.24%</b>
<b>Paramount Municipal Water</b>	<b>7,976,000</b>	<b>11.89%</b>	<b>8,582,000</b>	<b>11.25%</b>
<b>Total Restricted Revenue</b>	<b>22,927,550</b>	<b>42.23%</b>	<b>34,462,400</b>	<b>50.49%</b>
<b>Grand Total - All Revenue</b>	<b>\$ 67,078,850</b>	<b>100.00%</b>	<b>76,309,300</b>	<b>100.00%</b>

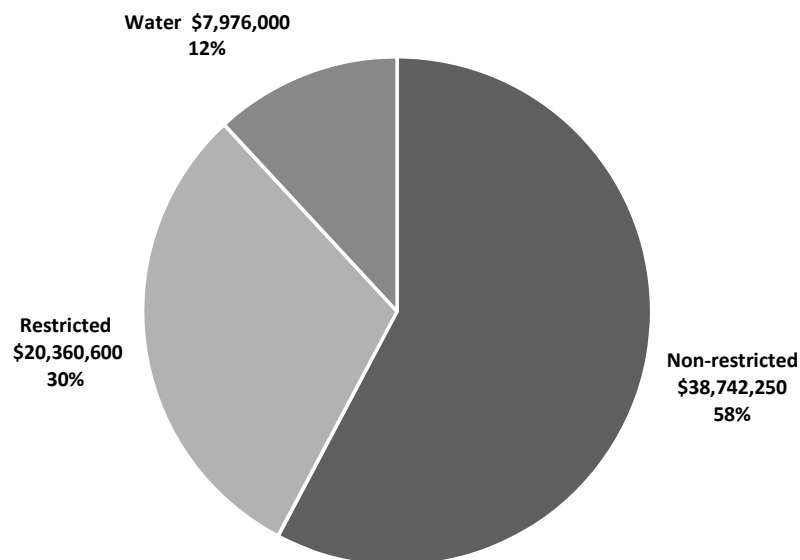
## Fiscal Year 2023 Revenue Summary

**\$ 76,309,300**



## Fiscal Year 2022 Revenue Summary

**\$ 67,078,850**



## Expenditure Summary

City of Paramount  
(Excludes Successor Agency and Housing Authority)  
Fiscal Year 2023 Budget

<b>Department</b>	<b>Salary &amp; Benefits</b>	<b>Maintenance &amp; Operation</b>	<b>Capital Outlay</b>	<b>Total</b>
<b>General Government</b>				
City Council/Commissions	\$ 218,650	219,350	-	438,000
City Manager/City Clerk	913,850	87,500	16,300	1,017,650
City Attorney	103,850	334,900	-	438,750
Community Promotion	-	745,100	-	745,100
Administrative Services	1,713,900	366,300	-	2,080,200
Finance	1,893,500	492,950	-	2,386,450
<b>Total General Government</b>	<u>4,843,750</u>	<u>2,246,100</u>	<u>16,300</u>	<u>7,106,150</u>
<b>Municipal Support</b>	-	2,057,350	57,500	2,114,850
<b>Planning</b>	1,634,700	3,310,400	2,300	4,947,400
<b>Public Safety</b>	3,191,000	12,194,100	43,000	15,428,100
<b>Community Services</b>	4,292,850	1,744,900	53,100	6,090,850
<b>Public Works</b>	<u>5,745,850</u>	<u>12,960,700</u>	<u>704,500</u>	<u>19,411,050</u>
<b>Total Operating Expenditures</b>	<u>\$ 19,708,150</u>	<u>34,513,550</u>	<u>876,700</u>	<u>55,098,400</u>
<b>Total Capital Project Expenditures</b>				<u>21,671,550</u>
<b>Grand Total - All Expenditures</b>			<u>\$ 76,769,950</u>	

## Sources and Uses of Funds

City of Paramount  
(Excludes Successor Agency and Housing Authority)  
Fiscal Year 2023 Budget

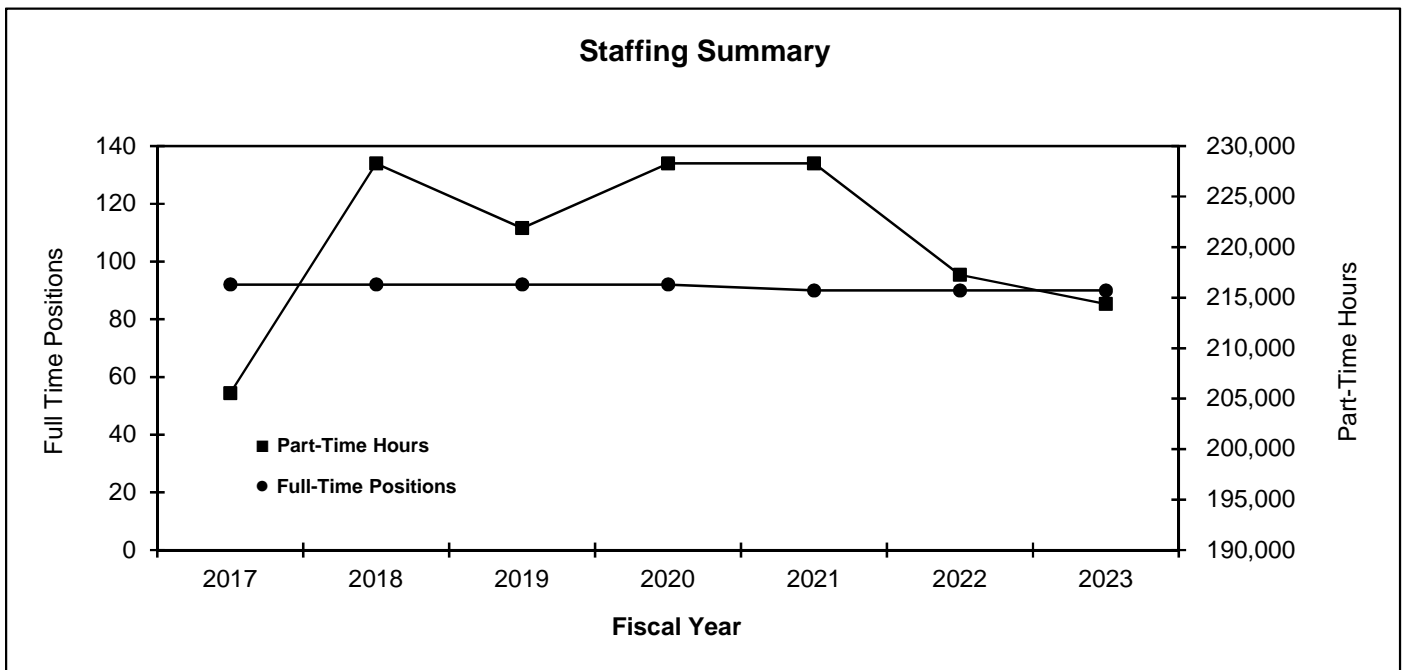
	Non- Restricted Funds	Restricted/ Assigned Funds	Water Funds	Total All Funds
<b>Sources</b>				
Estimated Beginning Balance *	\$ 14,932,200	20,722,250	3,924,950	39,579,400
Estimated Revenues	37,785,400	29,941,900	8,582,000	76,309,300
Non-Restricted Fund Transfers	(1,000,000)	1,000,000	-	-
ARPA Fund Transfers	-	(901,500)	901,500	-
Depreciation	-	150,000	1,000,000	1,150,000
Principal Payments	-	-	327,750	327,750
<b>Estimated Funds Available</b>	<u>51,717,600</u>	<u>50,912,650</u>	<u>14,736,200</u>	<u>117,366,450</u>
<b>Uses - Operations</b>				
City Council/Commissions	434,900	-	3,100	438,000
City Manager/City Clerk	973,350	44,300	-	1,017,650
City Attorney	438,750	-	-	438,750
Community Promotion	538,100	207,000	-	745,100
Administrative Services	1,998,250	81,950	-	2,080,200
Finance	3,484,500	456,450	560,350	4,501,300
Planning	2,827,700	2,119,700	-	4,947,400
Public Safety	13,186,750	2,241,350	-	15,428,100
Community Services	3,121,200	2,969,650	-	6,090,850
Public Works	7,025,350	2,810,200	9,575,500	19,411,050
<b>Subtotal - Operations</b>	<u>34,028,850</u>	<u>10,930,600</u>	<u>10,138,950</u>	<u>55,098,400</u>
<b>Uses - Capital Projects</b>				
Projects for FY 2023	<u>2,358,000</u>	<u>19,009,850</u>	<u>303,700</u>	<u>21,671,550</u>
<b>Total Uses - Operations &amp; Capital</b>	<u>36,386,850</u>	<u>29,940,450</u>	<u>10,442,650</u>	<u>76,769,950</u>
<b>Estimated Ending Balance</b>	<u>\$ 15,330,750</u>	<u>20,972,200</u>	<u>4,293,550</u>	<u>40,596,500</u>

\* Rounded to the nearest \$50

## Staffing Summary by Department Fiscal Year 2017-2023

Department	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023
<b>Full-Time Positions</b>							
City Manager/City Clerk *	4	4	4	4	4	4	4
Administrative Services	7	8	8	8	8	8	8
Finance	9	9	9	9	9	10	9
Planning	8	8	8	8	8	8	8
Public Safety	21	21	21	21	19	19	19
Community Services	10	10	10	10	10	9	10
Public Works	33	32	32	32	32	32	32
<b>Total</b>	<b>92</b>	<b>92</b>	<b>92</b>	<b>92</b>	<b>90</b>	<b>90</b>	<b>90</b>
<b>Part-Time Hours</b>							
City Manager/City Clerk	1,300	1,300	1,300	1,300	2,600	2,600	2,600
Administrative Services	6,352	6,396	7,140	6,708	8,008	8,008	9,100
Finance	9,620	9,620	11,024	11,648	11,648	11,284	11,284
Planning	2,600	3,900	5,200	5,200	5,200	5,200	6,500
Public Safety	12,598	13,594	13,594	14,998	13,854	13,854	16,866
Community Services	144,857	165,271	155,397	140,859	138,708	136,012	127,725
Public Works	28,210	28,210	28,210	33,540	39,260	40,300	40,300
<b>Total</b>	<b>205,537</b>	<b>228,291</b>	<b>221,865</b>	<b>214,253</b>	<b>219,278</b>	<b>217,258</b>	<b>214,375</b>

\* Includes City Attorney





## REVENUE DETAIL

This section contains a detailed breakdown of revenues by source, together with a detailed three-year history.

## Revenue Detail

City of Paramount  
(Excludes Successor Agency and Housing Authority)  
Fiscal Year 2023 Budget

Revenue Source	Actual FY 2020	Actual FY 2021	Final Budget FY 2022	% Change From Prior Yr	Proposed Budget FY 2023	% Change From Prior Yr
<b>Non-Restricted Revenue</b>						
<u>Taxes</u>						
Sales & Use Tax	\$ 8,265,394	\$ 9,459,141	\$ 10,650,000	12.6%	\$ 10,300,000	-3.3%
Transaction & Use Tax	-	5,585,397	6,800,000	21.7%	6,700,000	-1.5%
Utility User's Tax	3,484,876	3,261,854	4,000,000	22.6%	3,830,000	-4.3%
Franchise Tax	1,885,967	1,904,943	1,949,000	2.3%	1,933,000	-0.8%
Property Tax	2,387,292	2,622,187	2,575,000	-1.8%	2,575,000	0.0%
Real Property Transfer Tax	175,814	141,727	130,000	-8.3%	125,000	-3.8%
Business License Tax	1,204,756	1,269,682	1,320,500	4.0%	1,290,000	-2.3%
<b>Subtotal</b>	<b>\$ 17,404,099</b>	<b>\$ 24,244,930</b>	<b>\$ 27,424,500</b>	<b>13.1%</b>	<b>\$ 26,753,000</b>	<b>-2.4%</b>
<u>Licenses and Permits</u>						
Animal Licenses	\$ 107,691	\$ 84,128	\$ 75,000	-10.9%	\$ 75,000	0.0%
Construction Permits	198,545	303,178	310,000	2.3%	300,000	-3.2%
Other Licenses and Permits	3,027	3,298	6,000	81.9%	7,500	25.0%
<b>Subtotal</b>	<b>\$ 309,263</b>	<b>\$ 390,604</b>	<b>\$ 391,000</b>	<b>0.1%</b>	<b>\$ 382,500</b>	<b>-2.2%</b>
<u>Fines, Forfeitures, and Penalties</u>						
Parking Citations	\$ 676,804	\$ 671,643	\$ 620,000	-7.7%	\$ 620,000	0.0%
Vehicle Impound Fees	79,575	70,350	72,000	2.3%	70,000	-2.8%
Vehicle Corrections	5,270	2,990	3,300	10.4%	3,000	-9.1%
Municipal Court Fines	8,620	11,204	-	-100.0%	-	0.0%
Administrative Citation Fines	50,344	68,515	90,000	31.4%	50,000	-44.4%
<b>Subtotal</b>	<b>\$ 820,613</b>	<b>\$ 824,702</b>	<b>\$ 785,300</b>	<b>-4.8%</b>	<b>\$ 743,000</b>	<b>-5.4%</b>
<u>Revenue From Use of Property</u>						
Investment Earnings	\$ 264,400	\$ 82,850	\$ 45,000	-45.7%	\$ 495,000	1000.0%
Rents and Leases	59,531	59,769	59,250	-0.9%	59,250	0.0%
<b>Subtotal</b>	<b>\$ 323,931</b>	<b>\$ 142,620</b>	<b>\$ 104,250</b>	<b>-26.9%</b>	<b>\$ 554,250</b>	<b>431.7%</b>
<u>Revenue From Other Agencies</u>						
Motor Vehicle License In-Lieu	\$ 6,871,317	\$ 7,321,531	\$ 7,509,350	2.6%	\$ 7,600,000	1.2%
Motor Vehicle License	43,923	40,677	63,750	56.7%	63,750	0.0%
<b>Subtotal</b>	<b>\$ 6,915,240</b>	<b>\$ 7,362,208</b>	<b>\$ 7,573,100</b>	<b>2.9%</b>	<b>\$ 7,663,750</b>	<b>1.2%</b>
<u>Current Charges for Services</u>						
Development Fees	\$ 171,780	\$ 512,321	\$ 547,100	6.8%	\$ 248,000	-54.7%
Recreation Program Fees	88,521	51,498	78,700	52.8%	78,700	0.0%
Industrial Waste Inspection	81,321	80,889	80,000	-1.1%	80,000	0.0%
Other Fees	(151)	659	10,650	1516.1%	11,200	5.2%
<b>Subtotal</b>	<b>\$ 341,471</b>	<b>\$ 645,367</b>	<b>\$ 716,450</b>	<b>11.0%</b>	<b>\$ 417,900</b>	<b>-41.7%</b>

## Revenue Detail

City of Paramount  
(Excludes Successor Agency and Housing Authority)  
Fiscal Year 2023 Budget

Revenue Source	Actual FY 2020	Actual FY 2021	Final Budget FY 2022	% Change From Prior Yr	Proposed Budget FY 2023	% Change From Prior Yr
<b>Non-Restricted Revenue (Continued)</b>						
<u>Other Revenue</u>						
Judgements and Damages	\$ 26,821	\$ 18,804	\$ 20,000	6.4%	\$ 15,000	-25.0%
Water Department Administration	850,000	850,000	850,000	0.0%	850,000	0.0%
Successor Agency Administration	226,089	226,155	200,000	-11.6%	200,000	0.0%
Miscellaneous	480,942	1,224,362	677,650	-44.7%	206,000	-69.6%
<b>Subtotal</b>	<b>\$ 1,583,852</b>	<b>\$ 2,319,321</b>	<b>\$ 1,747,650</b>	<b>-24.6%</b>	<b>\$ 1,271,000</b>	<b>-27.3%</b>
<b>Total Non-Restricted Revenue</b>	<b>\$ 27,698,469</b>	<b>\$ 35,929,752</b>	<b>\$ 38,742,250</b>	<b>7.8%</b>	<b>\$ 37,785,400</b>	<b>-2.5%</b>
<b>Restricted Revenue</b>						
<u>Community Dev. Block Grant</u>						
Allocation	\$ 759,557	\$ 665,240	\$ 858,050	29.0%	\$ 899,250	4.8%
<u>HOME Investment Partnership Act</u>						
Allocation	\$ 157,516	\$ 129,959	\$ 404,900	211.6%	\$ 403,650	-0.3%
<u>HOME-ARP</u>						
Allocation	\$ -	\$ -	\$ -	0.0%	\$ 350,000	0.0%
<u>CDBG CARES Act</u>						
Allocation	\$ -	\$ 476,184	\$ 459,150	-3.6%	\$ -	-100.0%
<u>American Rescue Plan Act</u>						
Allocation	\$ -	\$ -	\$ 5,389,050	0.0%	\$ 4,031,500	-25.2%
Investment Earnings	-	-	20,000	0.0%	30,000	50.0%
	\$ -	\$ -	\$ 5,409,050	0.0%	\$ 4,061,500	-24.9%
<u>After School Education and Safety</u>						
Allocation	\$ 2,055,585	\$ 2,171,158	\$ 2,432,300	12.0%	\$ 2,425,700	-0.3%
Other Revenue	6,580	60	-	-100.0%	-	0.0%
Investment Earnings	4,424	518	150	-71.0%	1,650	1000.0%
<b>Subtotal</b>	<b>\$ 2,066,589</b>	<b>\$ 2,171,736</b>	<b>\$ 2,432,450</b>	<b>12.0%</b>	<b>\$ 2,427,350</b>	<b>-0.2%</b>

## Revenue Detail

City of Paramount  
(Excludes Successor Agency and Housing Authority)  
Fiscal Year 2023 Budget

Revenue Source	Actual FY 2020	Actual FY 2021	Final Budget FY 2022	% Change From Prior Yr	Proposed Budget FY 2023	% Change From Prior Yr
<b>Restricted Revenue (Continued)</b>						
<u>Gas Tax</u>						
2103 Apportionment	\$ 382,672	\$ 370,021	\$ 428,850	15.9%	\$ 496,150	15.7%
2105 Apportionment	283,095	282,555	316,950	12.2%	343,750	8.5%
2106 Apportionment	165,354	163,190	180,800	10.8%	196,000	8.4%
2107 Apportionment	357,461	382,344	431,550	12.9%	469,150	8.7%
2107.5 Apportionment	7,500	7,500	7,500	0.0%	7,500	0.0%
SB1 - Loan Repayment	62,391	-	-	0.0%	-	0.0%
Investment Earnings	4,692	1,067	1,200	12.4%	3,600	200.0%
<b>Subtotal</b>	<b>\$ 1,263,165</b>	<b>\$ 1,206,677</b>	<b>\$ 1,366,850</b>	<b>13.3%</b>	<b>\$ 1,516,150</b>	<b>10.9%</b>
<u>Traffic Safety Fines</u>						
Traffic Fines	\$ 116,751	\$ 108,710	\$ 100,000	-8.0%	\$ 100,000	0.0%
Investment Earnings	-	149	100	-33.1%	-	-100.0%
<b>Subtotal</b>	<b>\$ 116,751</b>	<b>\$ 108,860</b>	<b>\$ 100,100</b>	<b>-8.0%</b>	<b>\$ 100,000</b>	<b>-0.1%</b>
<u>AB 939 Fees</u>						
Fees	\$ 109,281	\$ 78,398	\$ 79,000	0.8%	\$ 79,000	0.0%
Investment Earnings	5,774	1,857	1,000	-46.2%	3,000	200.0%
<b>Subtotal</b>	<b>\$ 115,054</b>	<b>\$ 80,255</b>	<b>\$ 80,000</b>	<b>-0.3%</b>	<b>\$ 82,000</b>	<b>2.5%</b>
<u>AB 2766 Subvention Funds</u>						
Fees	\$ 69,973	\$ 72,420	\$ 68,000	-6.1%	\$ 70,000	2.9%
Investment Earnings	5,281	1,705	1,000	-41.4%	4,000	300.0%
<b>Subtotal</b>	<b>\$ 75,255</b>	<b>\$ 74,125</b>	<b>\$ 69,000</b>	<b>-6.9%</b>	<b>\$ 74,000</b>	<b>7.2%</b>
<u>Disability Access and Education</u>						
Fees	\$ 8,442	\$ 8,917	\$ 8,500	-4.7%	\$ 8,500	0.0%
Investment Earnings	440	161	100	-37.8%	400	300.0%
<b>Subtotal</b>	<b>\$ 8,882</b>	<b>\$ 9,078</b>	<b>\$ 8,600</b>	<b>-5.3%</b>	<b>\$ 8,900</b>	<b>3.5%</b>
<u>SB1 - Road Mntc. &amp; Repair Act (RMRA)</u>						
Allocation	\$ 961,201	\$ 1,028,166	\$ 1,093,700	6.4%	\$ 1,222,350	11.8%
Investment Earnings	9,592	3,477	2,500	-28.1%	7,500	200.0%
<b>Subtotal</b>	<b>\$ 970,793</b>	<b>\$ 1,031,643</b>	<b>\$ 1,096,200</b>	<b>6.3%</b>	<b>\$ 1,229,850</b>	<b>12.2%</b>
<u>Proposition A Transit Tax</u>						
Allocation	\$ 1,085,752	\$ 1,116,606	\$ 1,345,000	20.5%	\$ 1,345,000	0.0%
Shuttle Fares/Taxi Vouchers	3,647	1,153	1,500	30.1%	1,500	0.0%
Investment Earnings	18,264	5,748	3,600	-37.4%	10,800	200.0%
<b>Subtotal</b>	<b>\$ 1,107,663</b>	<b>\$ 1,123,506</b>	<b>\$ 1,350,100</b>	<b>20.2%</b>	<b>\$ 1,357,300</b>	<b>0.5%</b>

## Revenue Detail

City of Paramount  
(Excludes Successor Agency and Housing Authority)  
Fiscal Year 2023 Budget

Revenue Source	Actual FY 2020	Actual FY 2021	Final Budget FY 2022	% Change From Prior Yr	Proposed Budget FY 2023	% Change From Prior Yr
<b>Restricted Revenue (Continued)</b>						
<u>Proposition C Transit Tax</u>						
Allocation	\$ 900,634	\$ 926,185	\$ 1,110,000	19.8%	\$ 1,110,000	0.0%
Program Income	-	1,655	-	-100.0%	-	0.0%
Investment Earnings	10,762	4,362	2,200	-49.6%	6,600	200.0%
<b>Subtotal</b>	<b>\$ 911,396</b>	<b>\$ 932,201</b>	<b>\$ 1,112,200</b>	<b>19.3%</b>	<b>\$ 1,116,600</b>	<b>0.4%</b>
<u>Measure R Transit Tax</u>						
Allocation	\$ 674,509	\$ 695,601	\$ 830,000	19.3%	\$ 830,000	0.0%
Investment Earnings	13,687	4,105	2,500	-39.1%	7,500	200.0%
<b>Subtotal</b>	<b>\$ 688,196</b>	<b>\$ 699,706</b>	<b>\$ 832,500</b>	<b>19.0%</b>	<b>\$ 837,500</b>	<b>0.6%</b>
<u>Measure M Transit Tax</u>						
Allocation	\$ 758,685	\$ 788,142	\$ 945,000	19.9%	\$ 945,000	0.0%
Investment Earnings	5,502	3,754	2,400	-36.1%	7,200	200.0%
<b>Subtotal</b>	<b>\$ 764,187</b>	<b>\$ 791,895</b>	<b>\$ 947,400</b>	<b>19.6%</b>	<b>\$ 952,200</b>	<b>0.5%</b>
<u>Measure W</u>						
Allocation	\$ -	\$ 642,325	\$ 1,543,250	140.3%	\$ 642,300	-58.4%
Investment Earnings	-	620	2,200	254.7%	4,400	100.0%
<b>Subtotal</b>	<b>\$ -</b>	<b>\$ 642,945</b>	<b>\$ 1,545,450</b>	<b>140.4%</b>	<b>\$ 646,700</b>	<b>-58.2%</b>
<u>Storm Drain</u>						
Fees	\$ 9,072	\$ 14,700	\$ 30,500	107.5%	\$ 30,500	0.0%
Investment Earnings	7,122	2,007	1,100	-45.2%	3,300	200.0%
<b>Subtotal</b>	<b>\$ 16,194</b>	<b>\$ 16,707</b>	<b>\$ 31,600</b>	<b>89.1%</b>	<b>\$ 33,800</b>	<b>7.0%</b>
<u>Sewer Reconstruction</u>						
Fees	\$ 722	\$ 3,940	\$ 3,500	-11.2%	\$ 1,500	-57.1%
Investment Earnings	4,017	1,116	600	-46.2%	1,800	200.0%
<b>Subtotal</b>	<b>\$ 4,740</b>	<b>\$ 5,055</b>	<b>\$ 4,100</b>	<b>-18.9%</b>	<b>\$ 3,300</b>	<b>-19.5%</b>
<u>Public Art Fee</u>						
Fees	\$ 35,630	\$ 60,230	\$ 30,000	-50.2%	\$ 30,000	0.0%
Investment Earnings	5,890	1,531	400	-73.9%	1,200	200.0%
<b>Subtotal</b>	<b>\$ 41,520</b>	<b>\$ 61,761</b>	<b>\$ 30,400</b>	<b>-50.8%</b>	<b>\$ 31,200</b>	<b>2.6%</b>
<u>Public Access</u>						
Public Access Fees	\$ 47,509	\$ 47,872	\$ 35,000	-26.9%	\$ 35,000	0.0%
Investment Earnings	2,523	556	350	-37.1%	1,050	200.0%
<b>Subtotal</b>	<b>\$ 50,032</b>	<b>\$ 48,428</b>	<b>\$ 35,350</b>	<b>-27.0%</b>	<b>\$ 36,050</b>	<b>2.0%</b>

## Revenue Detail

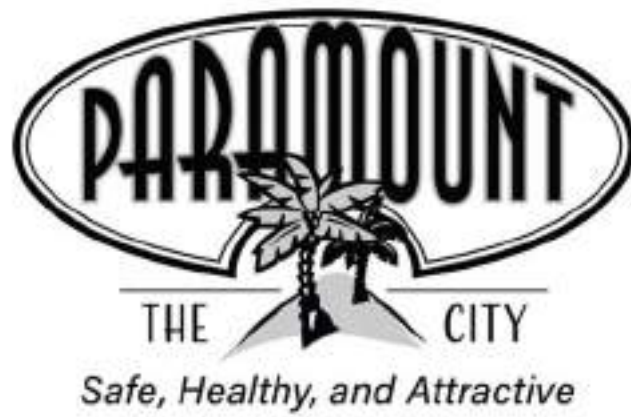
City of Paramount  
(Excludes Successor Agency and Housing Authority)  
Fiscal Year 2023 Budget

Revenue Source	Actual FY 2020	Actual FY 2021	Final Budget FY 2022	% Change From Prior Yr	Proposed Budget FY 2023	% Change From Prior Yr
<b>Restricted Revenue (Continued)</b>						
<u>General Plan Fees</u>						
General Plan	\$ 18,144	\$ 29,400	\$ 31,500	7.1%	\$ 31,500	0.0%
Investment Earnings	11,854	3,162	1,700	-46.2%	5,100	200.0%
<b>Subtotal</b>	<b>\$ 29,998</b>	<b>\$ 32,562</b>	<b>\$ 33,200</b>	<b>2.0%</b>	<b>\$ 36,600</b>	<b>10.2%</b>
<u>Property Assessments</u>						
Orange Ave Industrial Park	\$ 14,125	\$ 14,160	\$ 14,150	-0.1%	\$ 14,150	0.0%
<u>Other Grants</u>						
Active Transportation Grant (ATP)	\$ 72,029	\$ 39,992	\$ 220,400	451.1%	\$ 3,082,000	1298.4%
Arts Education	-	1,750	-	-100.0%	-	0.0%
Beverage Container Recycling	-	(209)	14,000	-6798.6%	14,000	0.0%
Cal Recycling	6,360	129,680	6,550	-94.9%	-	-100.0%
CA Natural Resource Agency (CNRA)	21,355	512,468	120,400	-76.5%	2,727,450	2165.3%
CA Local Early Action Planning (LEAP)	-	118,934	31,100	-73.9%	-	-100.0%
CA Local Roadway Safety Plan (LSRP)	-	40,919	31,100	-24.0%	-	-100.0%
Cal Fire State Grant	-	-	-	0.0%	142,500	0.0%
CA Park & Recreation Grant	-	-	15,000	0.0%	1,235,000	8133.3%
EIR Review Grant (West Santa Ana)	-	-	20,000	0.0%	-	-100.0%
Federal Grant	-	-	-	0.0%	500,000	0.0%
I-710 Early Action Funds	273,105	862	700,000	81106.5%	635,000	-9.3%
Cal-OES/FEMA	-	-	22,000	0.0%	15,000	-31.8%
Highway Bridge Repair (HBR)	51,850	227,496	75,000	-67.0%	1,001,000	1234.7%
Highway Safety Improvement Program (H)	-	-	331,900	0.0%	250,000	-24.7%
Justice Administration Grant	10,842	90,327	24,300	-73.1%	-	-100.0%
LA County Probation Grant	-	-	70,000	0.0%	62,500	-10.7%
LA County Discretionary Grant	-	-	35,000	0.0%	25,000	-28.6%
Measure A (Reg. Park & Open Space Dis)	-	-	-	0.0%	500,000	0.0%
Measure H (Homeless Initiative)	80,008	63,626	2,000	-96.9%	-	-100.0%
Metro - Pass Thru	-	-	-	0.0%	800,000	0.0%
MSRC (Clean Transportation)	15,000	-	-	0.0%	-	0.0%
Prop 68-Per Capita	-	-	105,000	0.0%	1,004,200	856.4%
Rivers/Mountains Conservancy	-	-	50,000	0.0%	1,350,000	2600.0%
SB2 Planning Grant	-	-	50,000	0.0%	110,000	120.0%
SB 821 Sidewalk/Bikeway	40,415	30,939	40,650	31.4%	51,900	27.7%
SB 1383	-	-	-	0.0%	43,000	0.0%
State COPS	155,948	156,727	161,300	2.9%	150,000	-7.0%
State Transportation Program-Local	98,000	639,000	-	-100.0%	-	0.0%
Used Oil	15,000	6,797	7,900	16.2%	7,900	0.0%
Program Income	-	1,800	-	-100.0%	-	0.0%
Investment Earnings	4,099	2,740	1,000	-63.5%	1,800	80.0%
<b>Subtotal</b>	<b>\$ 844,009</b>	<b>\$ 2,063,846</b>	<b>\$ 2,134,600</b>	<b>3.4%</b>	<b>\$ 13,708,250</b>	<b>542.2%</b>

## Revenue Detail

City of Paramount  
(Excludes Successor Agency and Housing Authority)  
Fiscal Year 2023 Budget

Revenue Source	Actual FY 2020	Actual FY 2021	Final Budget FY 2022	% Change From Prior Yr	Proposed Budget FY 2023	% Change From Prior Yr
<b>Restricted Revenue (Continued)</b>						
<u>Equipment Replacement</u>						
Interdepartmental Charges	\$ -	\$ -	\$ -	0.0%	\$ -	0.0%
Investment Earnings	18,831	5,195	5,200	0.1%	15,600	200.0%
<b>Subtotal</b>	<u>\$ 18,831</u>	<u>\$ 5,195</u>	<u>\$ 5,200</u>	<u>0.1%</u>	<u>\$ 15,600</u>	<u>200.0%</u>
<b>Subtotal Grants/Other Revenue</b>	<u>\$ 10,024,454</u>	<u>\$ 12,391,726</u>	<u>\$ 20,360,600</u>	<u>64.3%</u>	<u>\$ 29,941,900</u>	<u>47.1%</u>
<u>Paramount Municipal Water</u>						
Water Sales	\$ 7,544,211	\$ 7,651,977	\$ 7,800,000	1.9%	\$ 8,500,000	9.0%
Reconnection Fees	30,756	-	-	0.0%	30,000	0.0%
Construction/Installation Charges	45,030	144,203	170,000	17.9%	45,000	-73.5%
Other Revenue	20,127	26,050	5,000	-80.8%	5,000	0.0%
Investment Earnings	90,318	17,668	1,000	-94.3%	2,000	100.0%
<b>Subtotal</b>	<u>\$ 7,730,442</u>	<u>\$ 7,839,898</u>	<u>\$ 7,976,000</u>	<u>1.7%</u>	<u>\$ 8,582,000</u>	<u>7.6%</u>
<b>Total Restricted Revenue</b>	<u>\$ 17,754,896</u>	<u>\$ 20,231,624</u>	<u>\$ 28,336,600</u>	<u>40.1%</u>	<u>\$ 38,523,900</u>	<u>36.0%</u>
<b>Grand Total - All Revenue</b>	<u><u>\$ 45,453,365</u></u>	<u><u>\$ 56,161,376</u></u>	<u><u>\$ 67,078,850</u></u>	<u><u>19.4%</u></u>	<u><u>\$ 76,309,300</u></u>	<u><u>13.8%</u></u>





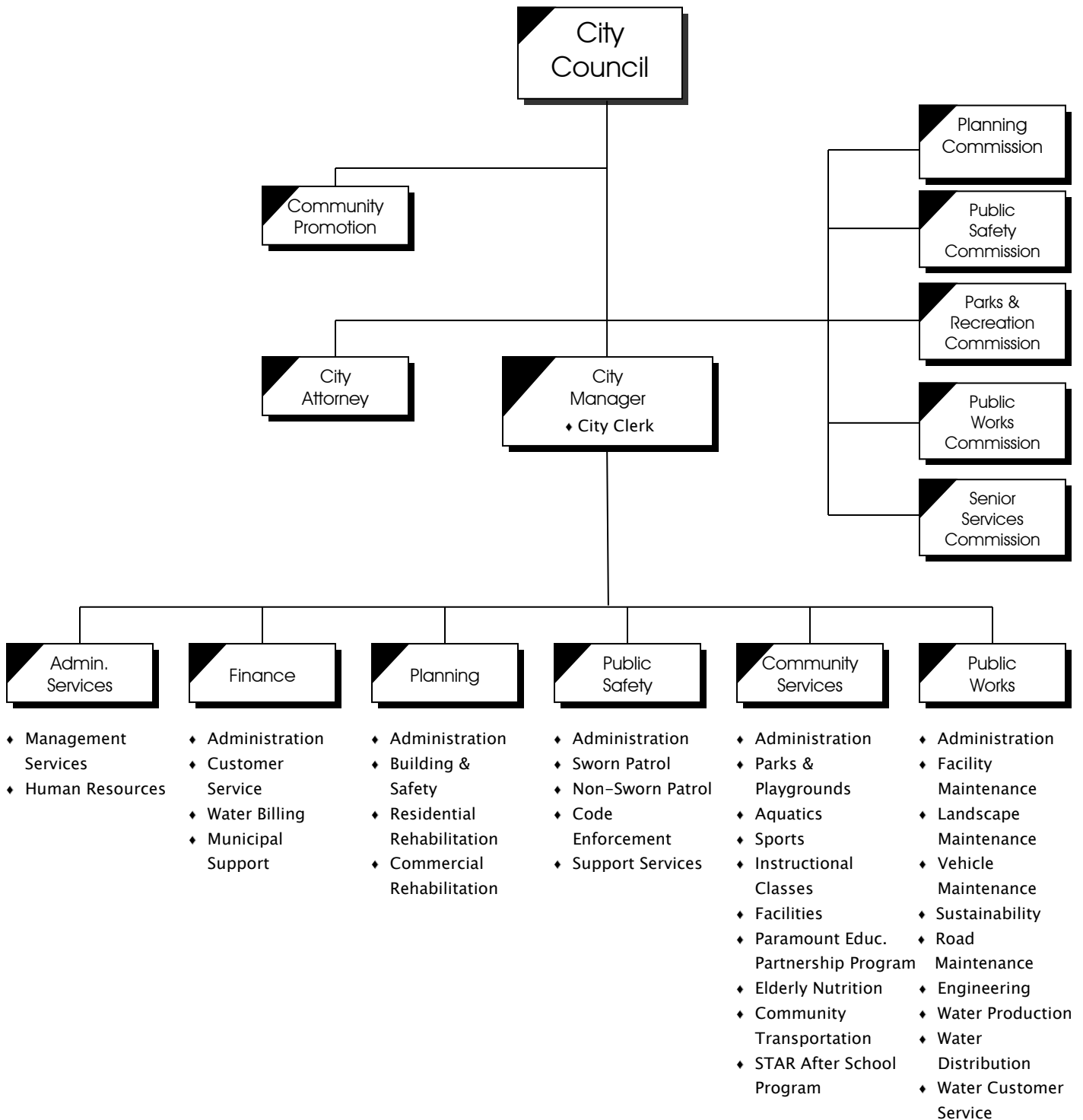
## EXPENDITURE DETAIL

This section contains detailed expenditure information for each department broken down into separate activities. A list of the departments is shown below. The next page is a chart showing the way in which these activities are organized on a city-wide basis.

• City Council/Commissions .....	19
• Community Promotion .....	35
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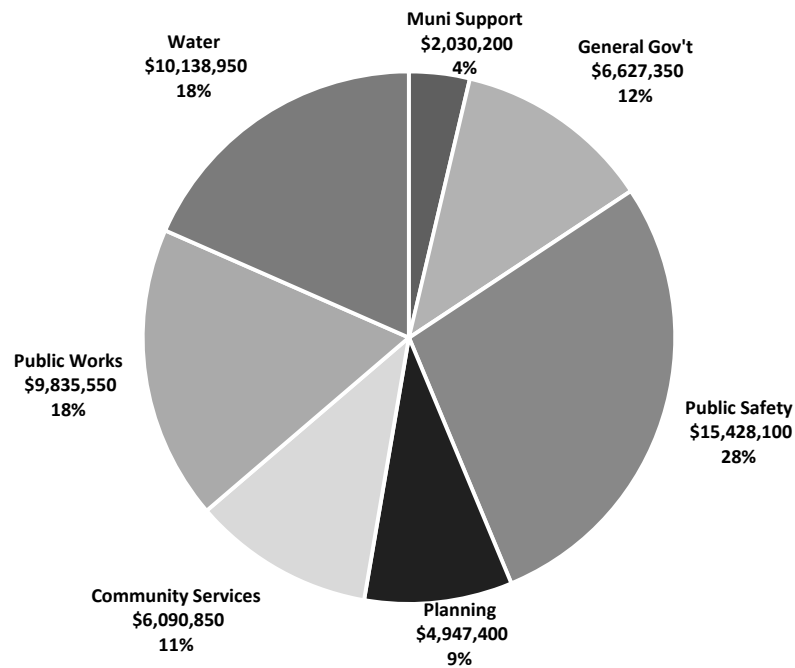
# ORGANIZATIONAL CHART

## CITY OF PARAMOUNT



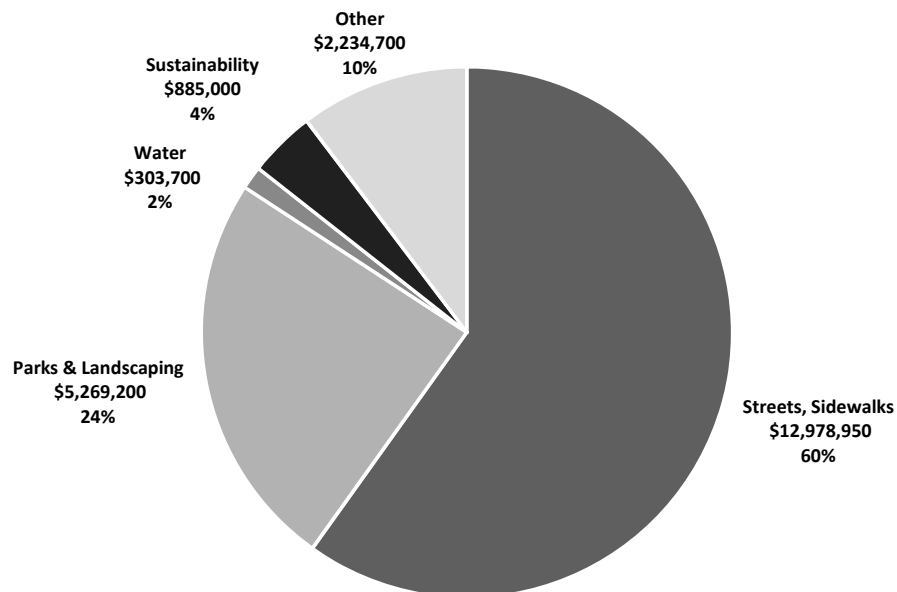
## Fiscal Year 2023 Operations

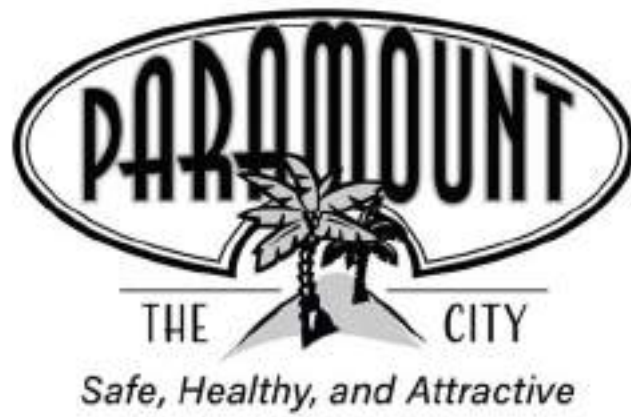
**\$ 55,098,400**



## New and Carryover Capital Improvements

**\$ 21,671,550**



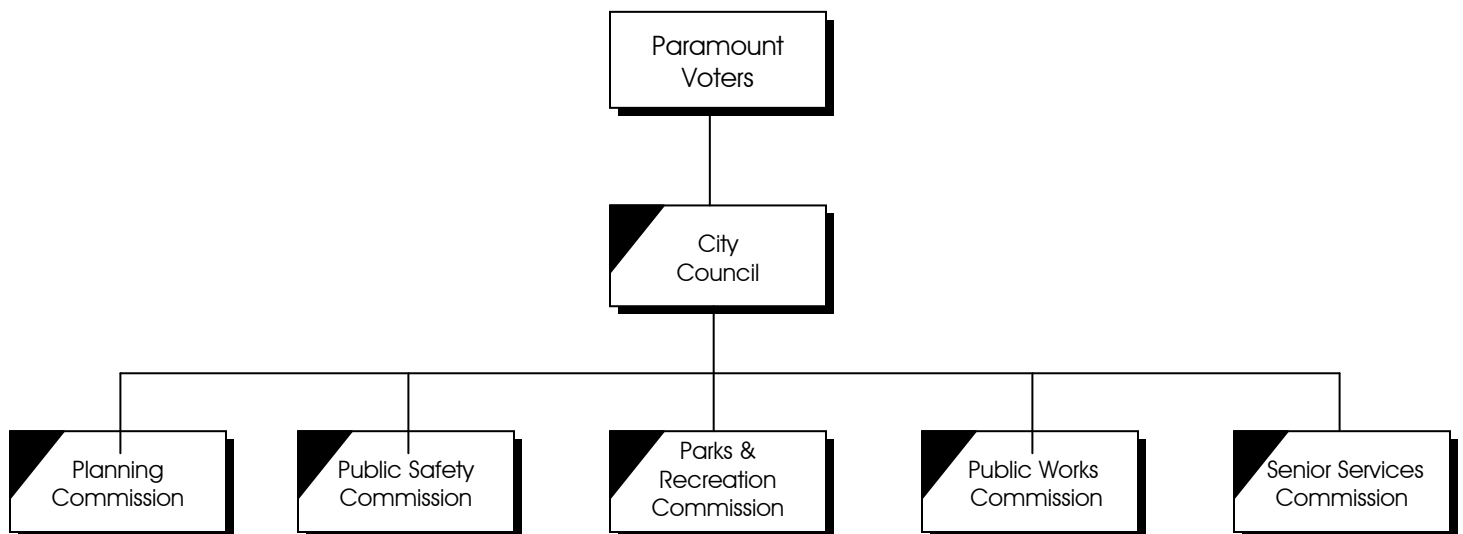


# CITY COUNCIL/COMMISSIONS

The City Council is composed of five members who are elected by the voters of Paramount for four-year, overlapping terms. Each year, the City Council chooses a Mayor and a Vice Mayor from among its members whose responsibilities are to chair Council meetings, attest to the official actions of the City, and otherwise represent the City. The City Council establishes policy direction for the City; approves ordinances, resolutions, and contracts; and appoints the City Manager and City Attorney.

With the approval of the City Council, the Mayor appoints five commissions (Planning, Public Safety, Parks & Recreation, Public Works, and Senior Services) which serve as advisory bodies to the City Council. These commissions review issues within their respective areas and make recommendations for the City Council's consideration.

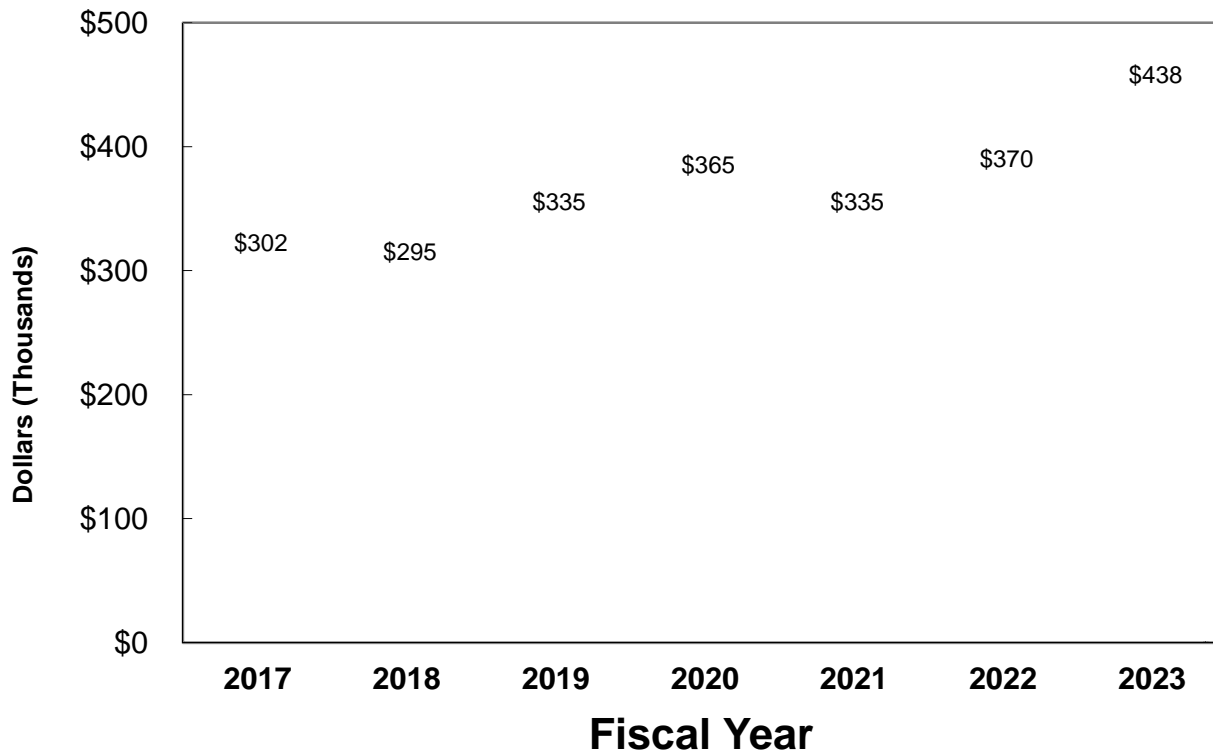
Below is a chart showing the organization of the City Council and its commissions. A department summary combining all activities is shown on the next page. A detailed description of the activity can be found on the following pages.



# CITY COUNCIL/COMMISSIONS

2022-23 EXPENDITURE SUMMARY				
<u>Division Name</u>	<u>Salary &amp; Benefits</u>	<u>Maintenance &amp; Operations</u>	<u>Capital Outlay</u>	<u>Total</u>
City Council	\$ 176,650	210,700	-	387,350
Planning Commission	15,400	8,350	-	23,750
Public Safety Commission	8,650	300	-	8,950
Parks & Rec. Commission	6,200	-	-	6,200
Public Works Commission	8,650	-	-	8,650
Senior Services Commission	3,100	-	-	3,100
Total	\$ 218,650	219,350	-	438,000

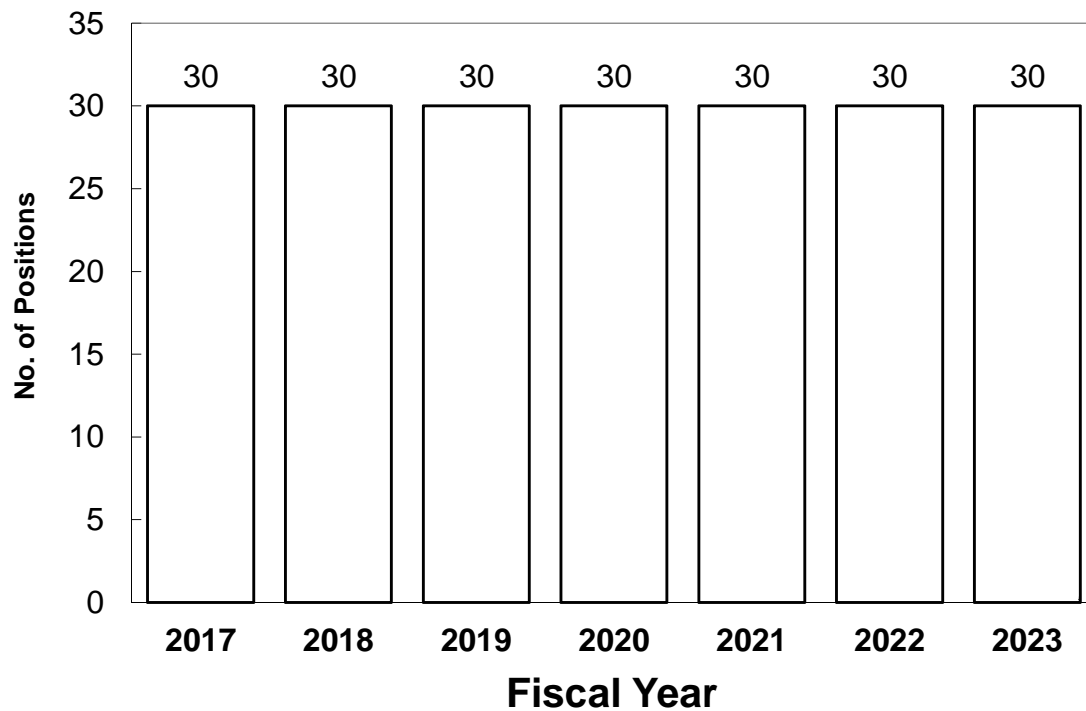
## History of Expenditures



## CITY COUNCIL/COMMISSIONS

2022-23 POSITION SUMMARY			
<u>Positions</u>	<u>Adopted FY 2022</u>	<u>Proposed FY 2023</u>	<u>Change + or (-)</u>
City Councilmembers	5	5	-
Planning Commissioners	5	5	-
Public Safety Commissioners	5	5	-
Parks and Recreation Commissioners	5	5	-
Public Works Commissioners	5	5	-
Senior Services Commissioners	5	5	-
Total Number of Positions	30	30	-

## Full-Time Position Summary



## City Council

The City Council is the City's policy making body. It provides direction for all City programs, such as planning and economic development, police protection, water service and delivery, street maintenance, park maintenance, and capital improvement programming.

The City Council conducts monthly public meetings for the purpose of taking formal actions. The Council approves ordinances, resolutions, contracts, and City expenditures. It provides liaison to elected representatives of the state and federal government, and represents the City at formal public events.

In addition, the City Council approves all appointments to City commissions, presents proclamations and special awards, approves specialized permit requests, appoints the City Manager and City Attorney, and approves the City's budget.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ 165,200	176,650
Maintenance and Operations	161,100	210,700
Capital Outlay	-	-
Division Total	<u>\$ 326,300</u>	<u>387,350</u>

### Position Summary

Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
Mayor	1	1	-
Vice Mayor	1	1	-
Councilmember	3	3	-
Total Positions	<u>5</u>	<u>5</u>	<u>-</u>



## City Council

### Expenditure Detail

#### Professional/Technical

Legislative consultant (Federal)	\$ 40,000
Legislative consultant (State)	36,200
Interpreting services	25,000
	<u>\$ 101,200</u>

#### Conferences/Meetings

Cal Cities Annual Conference	\$ 2,250
Cal Cities City Leaders Summit	4,500
Cal Cities Legislative Action Day	3,000
Cal Cities Mayors/Council Academy	1,700
CCCA Annual Conference	8,250
CCCA Fall Educational Summit	7,750
CCCA Legislative Orientation Tour	8,650
CJPIA Risk Management Conference	3,300
Miscellaneous conference / trips	6,200
Miscellaneous meetings / events	1,200
	<u>\$ 46,800</u>

#### Memberships

CCCA Annual Membership	\$ 4,400
COG Annual Membership	21,000
L.A. County Local Agency Formation	1,300
LOCC Annual Membership	19,250
LOCC-L.A. County Division	1,250
NALEO Annual Membership	400
NLC Membership	4,700
SCAG Membership	6,200
SELACO Annual Membership	600
Miscellaneous Organization Membership	600
	<u>\$ 59,700</u>

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Council Pay	\$ 64,680	64,950	64,700
Transportation Allowance	-	11,100	11,100
Health Insurance	57,498	59,850	77,300
Life Insurance	198	300	300
Disability Insurance	159	450	550
Workers' Compensation	850	900	700
Medicare	1,367	1,250	1,100
Pers	23,336	26,400	20,900
	<u>148,088</u>	<u>165,200</u>	<u>176,650</u>
Total Salaries/Benefits			
Office Supplies	3,264	3,000	3,000
Professional/Technical	46,075	54,500	101,200
Conferences/Meetings	12,045	43,900	46,800
Memberships	52,997	59,700	59,700
	<u>114,381</u>	<u>161,100</u>	<u>210,700</u>
Total Maint/Operations			
- Division Total -	<u>\$ 262,469</u>	<u>326,300</u>	<u>387,350</u>

## Planning Commission

The Planning Commission makes recommendations to the City Council in regards to planning and development issues.

The Commission conducts one monthly meeting during which it also serves as the City's Development Review Board and Economic Development Board.

The Commission reviews all conditional use permits, variances, land divisions, plot plans, and zoning ordinance amendments.

Approximately 60 applicants for these types of activities will be reviewed during the year.

The Development Review Board reviews exterior design of all proposed development in the City except for homes in the R-1 zone. Approximately 30 site development plans will be reviewed by the Board in the coming year.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ 13,100	15,400
Maintenance and Operations	8,350	8,350
Capital Outlay	-	-
Division Total	<u>\$ 21,450</u>	<u>23,750</u>

### Position Summary

Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
Chairperson	1	1	-
Vice Chairperson	1	1	-
Commissioner	3	3	-
Total Positions	<u>5</u>	<u>5</u>	<u>-</u>

## Planning Commission

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Commissioners Pay	\$ 14,250	12,750	15,000
Workers' Compensation	122	150	150
Medicare	207	200	250
Total Salaries/Benefits	14,579	13,100	15,400
Conferences/Meetings	1,841	8,350	8,350
Total Maint/Operations	1,841	8,350	8,350
- Division Total -	\$ 16,420	21,450	23,750

#### Conferences/Meetings

Planning Commissioners' Academy	\$ 6,300
PC/DRB/EDB meetings	2,050
	\$ 8,350

## Public Safety Commission

The Public Safety Commission is an advisory board which makes recommendations to the City Council regarding such topics as police services, City public safety programs, and other issues which the City Council may refer to the Commission. The Public Safety Commission also acts as a forum to consider residents' concerns regarding law enforcement issues.

The Public Safety Commission conducts one regular meeting per month and also acts as the Board of Appeals for Code Enforcement cases that are appealed by residents or business owners. The Board of Appeals only meets when necessary to hear a case, usually twice per year.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ 6,500	8,650
Maintenance and Operations	300	300
Capital Outlay	-	-
Division Total	<u>\$ 6,800</u>	<u>8,950</u>

### Position Summary

Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
Chairperson	1	1	-
Vice Chairperson	1	1	-
Commissioners	3	3	-
Total Positions	<u>5</u>	<u>5</u>	<u>-</u>

## Public Safety Commission

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Commissioners Pay	\$ 5,300	6,300	8,400
Workers' Compensation	45	100	100
Medicare	77	100	150
Total Salaries/Benefits	5,422	6,500	8,650
Conferences/Meetings	-	300	300
Total Maint/Operations	-	300	300
- Division Total -	\$ 5,422	6,800	8,950

## Parks and Recreation Commission

The Parks and Recreation Commission is an advisory board which makes recommendations to the City Council regarding recreation and community service programs including evaluating funding requests from community organizations.

The Parks and Recreation Commission conducts one regular meeting per month.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ 5,100	6,200
Maintenance and Operations	-	-
Capital Outlay	-	-
Division Total	<u>\$ 5,100</u>	<u>6,200</u>

### Position Summary

Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
Chairperson	1	1	-
Vice Chairperson	1	1	-
Commissioner	3	3	-
Total Positions	<u>5</u>	<u>5</u>	<u>-</u>

## Parks and Recreation Commission

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Commissioners Pay	\$ 5,400	4,900	6,000
Workers' Compensation	45	100	100
Medicare	78	100	100
Total Salaries/Benefits	<u>5,523</u>	<u>5,100</u>	<u>6,200</u>
- Division Total -	<u>\$ 5,523</u>	<u>5,100</u>	<u>6,200</u>

## Public Works Commission

The Public Works Commission is an advisory board which makes recommendations to the City Council on topics such as traffic safety measures, including requests for stop signs and parking restrictions. The Public Works Commission also serves as a forum for considering residents' concerns regarding public works issues, such as roads, maintenance and landscaping.

The Public Works Commission conducts one regular meeting per month.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ 7,100	8,650
Maintenance and Operations	-	-
Capital Outlay	-	-
Division Total	<u>\$ 7,100</u>	<u>8,650</u>

### Position Summary

Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
Chairperson	1	1	-
Vice Chairperson	1	1	-
Commissioner	3	3	-
Total Positions	<u>5</u>	<u>5</u>	<u>-</u>



## Public Works Commission

### Expenditure Detail

	<u>Actual FY 2021</u>	<u>Final FY 2022</u>	<u>Proposed FY 2023</u>
Commissioners Pay	\$ 6,100	6,900	8,400
Workers' Compensation	53	100	100
Medicare	<u>88</u>	<u>100</u>	<u>150</u>
Total Salaries/Benefits	<u>6,241</u>	<u>7,100</u>	<u>8,650</u>
- Division Total -	<u>\$ 6,241</u>	<u>7,100</u>	<u>8,650</u>

## Senior Services Commission

The Senior Services Commission is an advisory board which makes recommendations to the City Council regarding senior service programs and issues.

The Senior Services Commission conducts one regular meeting every other month.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ 3,000	3,100
Maintenance and Operations	-	-
Capital Outlay	-	-
Division Total	<u>\$ 3,000</u>	<u>3,100</u>

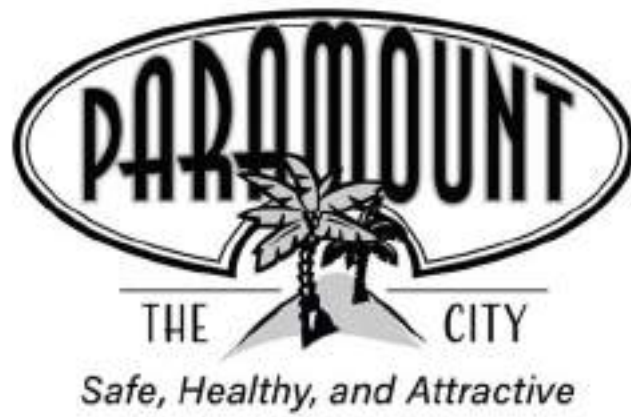
### Position Summary

Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
Chairperson	1	1	-
Vice Chairperson	1	1	-
Commissioner	3	3	-
Total Positions	<u>5</u>	<u>5</u>	<u>-</u>

## Senior Services Commission

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Commissioners Pay	\$ 3,000	2,900	3,000
Workers' Compensation	26	50	50
Medicare	44	50	50
Total Salaries/Benefits	3,070	3,000	3,100
- Division Total -	\$ 3,070	3,000	3,100

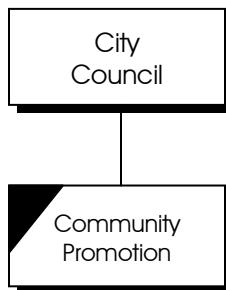


# COMMUNITY PROMOTION

The Community Promotion activity provides direct support to various segments of the community by funding special activities, events, and celebrations, and supporting local athletic and community groups. Funds are also provided by the City Council for activities designed to establish effective relationships with the business, private, and public sectors of the community.

During the year, for example, the Community Promotion Program will sponsor community-oriented promotional events such as luncheons, faires, athletic events, holiday celebrations, and other events.

As shown below, the Community Promotion Program is organized into a single activity. A detailed description of this activity can be found on the following pages.



## Community Promotion

The Community Promotion activity provides a positive public relations program for the City by promoting and supporting special services, programs and events, celebrations, and local sport and community groups.

During the year, the Community Promotion Program will co-sponsor a Senior Thanksgiving Dinner, in which approximately 600 senior citizens will participate, and the annual Christmas Train which will visit approximately 50,000 residents. This year's budget also includes the publication of three issues of the City Newsletter.

This program also includes funding for approximately 15-20 community groups and services.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ -	-
Maintenance and Operations	589,700	745,100
Capital Outlay	-	-
Division Total	<u>\$ 589,700</u>	<u>745,100</u>

### Position Summary

Full-Time Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
Not Applicable			
Part-Time Positions	Hours FY 2022	Hours FY 2023	Change + or (-)
Not Applicable			

## Community Promotion

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Flowers/Donations	\$ 415	700	600
Plaques/Certificates	1,227	3,100	3,100
Senior Thanksgiving	4,959	4,950	10,050
Christmas Decorations	3,851	5,600	5,100
Christmas Train	23,620	49,100	49,100
City Publications	97,311	115,250	119,750
Pitch-in Paramount	-	11,500	11,500
Community Promo Events	90,031	225,000	217,400
Graffiti Rewards	1,000	1,500	1,500
Youth Group Funding			
PJAA	5,555	-	-
Soccer	7,920	-	-
Youth League Supplies	30,760	-	-
Youth Scholarship Fund	3,900	30,000	30,000
Special Event Funding			
"999" Kids Foundation	1,000	1,000	1,000
Latina Art (Traditional Artists	5,000	5,000	8,000
Tepic Sister City	-	-	5,000
Misc Organization Funding			
Calif Aquatic Therapy	10,000	17,000	8,000
Children's Clinic	10,000	17,000	8,000
Children's Dental Center	10,000	17,000	8,000
Comm Family Guidance	10,000	5,000	8,000
Helpline Youth Counsel	10,000	17,000	8,000
Little House	8,000	15,000	5,000
Miscellaneous	12,500	14,000	214,000
Pathways Hospice	10,000	25,000	8,000
Historical Society	-	-	8,000
Su Casa	10,000	5,000	8,000
Tepic Sister City	-	5,000	-
Total Maint/Operations	367,048	589,700	745,100
- Division Total -	\$ 367,048	589,700	745,100

### Christmas Train

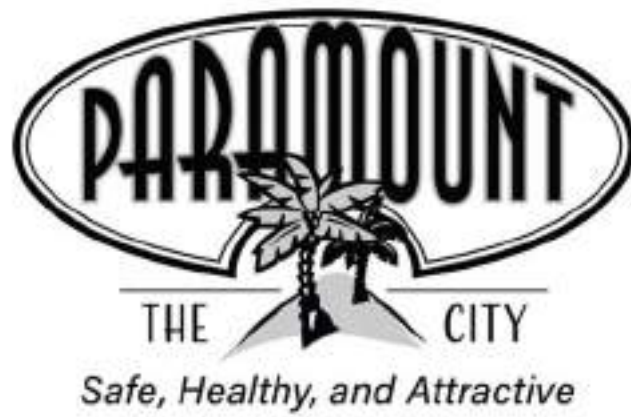
Apples/candy canes	\$ 20,000
Miscellaneous supplies / equipment	14,800
Train upgrades	5,000
Food	4,500
Gift bags	4,000
Costumes/cleaning	800
	<u>\$ 49,100</u>

### City Publications

Around Town	\$ 72,250
Cityscape in Pulse Beat	4,900
Community guide advertisement	2,750
Council meeting photos	2,150
Spring Clutter-Free mailer	2,050
Spring Clutter-Free postage	2,950
Winter Clutter-Free mailer	2,050
Winter Clutter-Free postage	2,950
Event postcards Fall/Winter	5,250
Event postcards Spring/Summer	5,250
Paramount WSAB postcards	2,150
Paramount WSAB postage	2,950
Social Media marketing/subscriptions	3,600
Social Media supplies	2,000
School News roll call advertisement	500
Unity in the Community	5,000
Miscellaneous	1,000
	<u>\$ 119,750</u>

### Community Promotion Events

Holiday Tree Lighting Event	\$ 40,000
Holiday Tree Lighting Event (traffic mgmt)	8,000
Heritage Festival	47,000
Heritage Festival (traffic mgmt)	15,000
Veterans Day Event	20,000
Eco-Friendly Event	10,000
Sports Hall of Fame	10,000
5K/10K Event	10,000
Education Blvd. Banners	6,000
COVID Memorial	7,500
Hay Tree Event	7,000
Commissioners' BBQ	6,400
Back to School Event	3,000
Public Safety Expo	5,000
National Night Out	3,000
Community promo items	3,000
Event Merchandise	3,000
Explore Paramount	6,000
Teacher of the Year	3,000
Military banner program	3,000
Coffee with the Mayor	1,500
	<u>\$ 217,400</u>

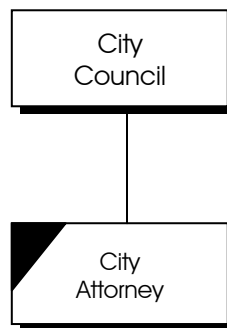




## CITY ATTORNEY

The City Attorney provides legal advice to the City Council, the Successor Agency for the Paramount Redevelopment Agency, and all City commissions and departments. The City Attorney reviews all resolutions, ordinances, agreements, and other City documents for legal correctness and validity; provides advice as to the legal effect of City policies and actions; and represents the City in court litigation as necessary.

As shown below, the City Attorney function is organized into a single activity. A detailed description of the activity can be found on the following pages.



## City Attorney

The City Attorney provides all legal assistance to the City Council and City departments.

The City Attorney reviews and approves all resolutions, ordinances, and agreements for legal correctness and validity; acts as legal counsel for litigation in which the City may become involved; and supplies legal advice to the Council and all City departments in regard to current and future policies and actions.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ 126,750	103,850
Maintenance and Operations	324,100	334,900
Capital Outlay	-	-
Division Total	<u>\$ 450,850</u>	<u>438,750</u>

### Position Summary

Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
City Attorney	1	1	-
Total Positions	<u>1</u>	<u>1</u>	<u>-</u>

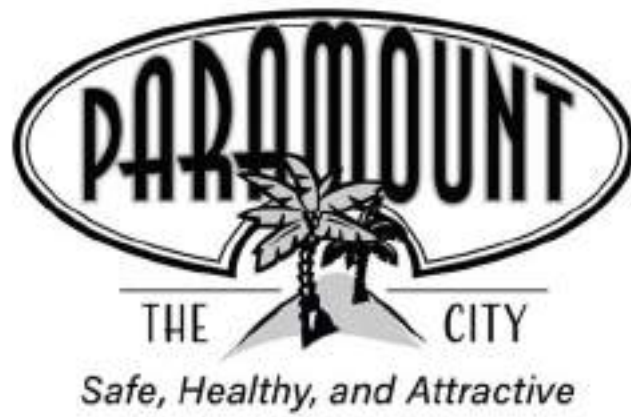
## City Attorney

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Health Insurance	\$ 38,553	39,250	35,600
Pers	82,977	87,500	68,250
Total Salaries/Benefits	121,530	126,750	103,850
Publications	825	800	800
Professional/Technical	292,085	316,800	327,600
Legal/Bond Services	8,540	6,000	6,000
Conferences/Meetings	-	500	500
Total Maint/Operations	301,449	324,100	334,900
- Division Total -	\$ 422,979	450,850	438,750

#### Professional/Technical

City Attorney services

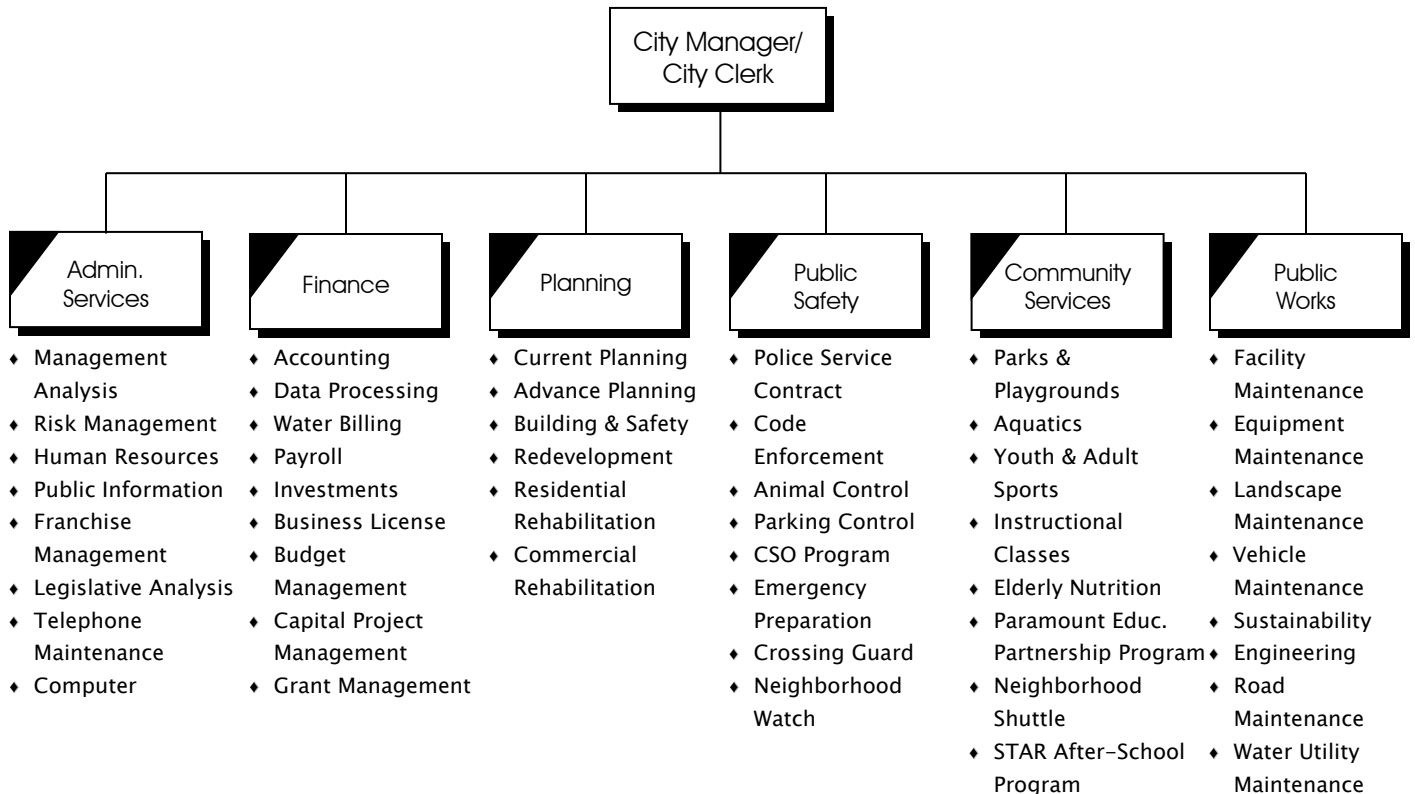


# CITY MANAGER/CITY CLERK

The City Manager provides direct staff support to the City Council and is responsible for implementing City Council policy. The City Manager directs the operation of all City departments through department heads and makes recommendations to the City Council.

The City Manager prepares all of the City Council agendas and provides staff support for all City Council meetings. The City Manager prepares and recommends an annual budget to the City Council, provides reports, analyses, and other information to the City Council as necessary.

Shown below is a chart which summarizes the operations for which the City Manager/City Clerk is responsible. A detailed description of the activity can be found on the following pages.



**City Manager/  
City Clerk**

The City Manager provides direct staff support to the City Council and is responsible for implementing City Council policy. The City Manager directs the operations of all City departments through department heads and makes recommendations to the City Council.

The City Manager prepares and recommends an annual budget to the City Council, and on an ongoing basis, provides reports, analyses, and other information to the City Council.

The City Clerk maintains the City's central record system which contains official files and overseas requests for public records. The City Clerk also prepares City Council minutes and attests to the validity of public City documents. In addition, the City Clerk conducts municipal elections and serves as the filing officer for campaign and conflict-of-interest disclosure statements as required by the State Political Reform Act.

**Expenditure Summary**

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ 917,200	913,850
Maintenance and Operations	198,000	87,500
Capital Outlay	-	16,300
Division Total	<u>\$ 1,115,200</u>	<u>1,017,650</u>

**Position Summary**

Full-Time Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
City Manager	1	1	-
City Clerk	1	1	-
Executive Assistant	1	1	-
Total Full-Time Positions	<u>3</u>	<u>3</u>	<u>-</u>
Part-Time Positions	Hours FY 2022	Hours FY 2023	Change + or (-)
Office Assistant I	2,600	2,600	-
Total Part-Time Hours	<u>2,600</u>	<u>2,600</u>	<u>-</u>

## City Manager/City Clerk

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Regular Salaries	\$ 438,116	445,700	455,950
Part-Time Pay	40,639	36,500	52,450
Full Time Overtime	-	500	1,000
Leave Cash-Out	-	17,800	18,950
Bilingual Pay	-	950	2,250
Cellphone Allowance	-	850	1,500
Transportation Allowance	-	7,200	7,200
Health Insurance	123,812	127,950	131,500
Life Insurance	1,206	950	1,000
Disability Insurance	1,962	2,300	2,600
Unemployment Insurance	5,253	4,500	2,700
Workers' Compensation	14,168	5,500	4,850
Medicare	7,161	7,550	7,850
Pers	223,731	241,050	205,350
Deferred Compensation	17,970	17,900	18,700
<b>Total Salaries/Benefits</b>	<b>874,018</b>	<b>917,200</b>	<b>913,850</b>
Cellular Services	1,359	1,050	650
Document Imaging	-	1,700	-
Office Supplies	650	2,700	2,700
Publications	107	150	150
Published Notices	16,320	17,000	17,000
Professional/Technical	21,799	39,200	47,200
Election Services	-	120,500	500
Mileage Reimbursement	7,500	-	-
Conferences/Meetings	1,584	13,450	16,700
Memberships	1,970	2,250	2,600
<b>Total Maint/Operations</b>	<b>51,290</b>	<b>198,000</b>	<b>87,500</b>
Office Equipment/Furniture	-	-	16,300
<b>Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>16,300</b>
<b>- Division Total -</b>	<b>\$ 925,308</b>	<b>1,115,200</b>	<b>1,017,650</b>

#### Professional/Technical Services

Document Imaging / Repository	\$ 20,000
Agenda Management Platform	10,000
Public Records Management Platform	8,500
Quarterly codification supplements	8,000
Citywide Records Management Program	500
Records destruction	200
	<b>\$ 47,200</b>

#### Conferences/Meetings

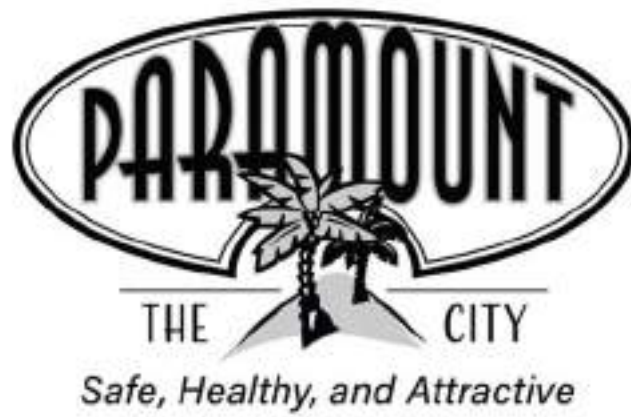
Cal Cities Annual Conference	\$ 600
Cal Cities City Clerks' Workshop	600
Cal Cities City Clerks' Election & New Law	1,500
Cal Cities City Managers Conference	2,000
CCAC Annual Conference	1,500
CCCA Annual Municipal Seminar	1,750
CCCA City Manager/Administrator Meetings	200
CCCA Fall Educational Summit	1,750
CCCA Legislative Orientation Tour	1,300
CJPIA Risk Management Conference	1,000
Gateway Cities COG CM Lunch Meetings	750
Gonsalves City Manager Day	300
ICMA Conference	1,300
LASD Annual City Manager's Education Seminar	100
Monthly Breakfast Meetings with Captain	850
Miscellaneous Meetings, Events, Trips	1,200
	<b>\$ 16,700</b>

#### Memberships

California City Management Foundation	\$ 1,400
City Clerks Association	400
ICMA Membership	400
International Institute of Municipal Clerks Membership	400
	<b>\$ 2,600</b>

#### Office Equipment/Furniture

Office furniture

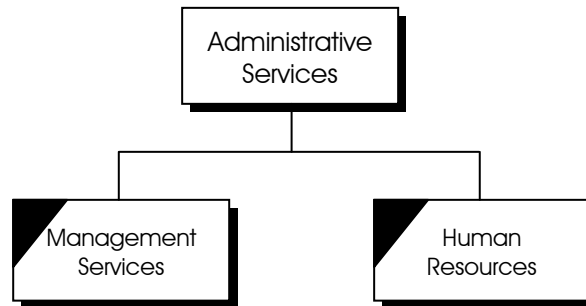




# ADMINISTRATIVE SERVICES

The Administrative Services Department coordinates the internal day-to-day operations of the City and provides specialized staff support to the City Manager's Office and other departments. The department oversees the following operations: public information, risk management, contract and franchise management, legislative analysis, special projects, and administration of the telephone system and computer networks. The department is also responsible for recruiting, testing, selecting, and training employees as well as administering the City's personnel system.

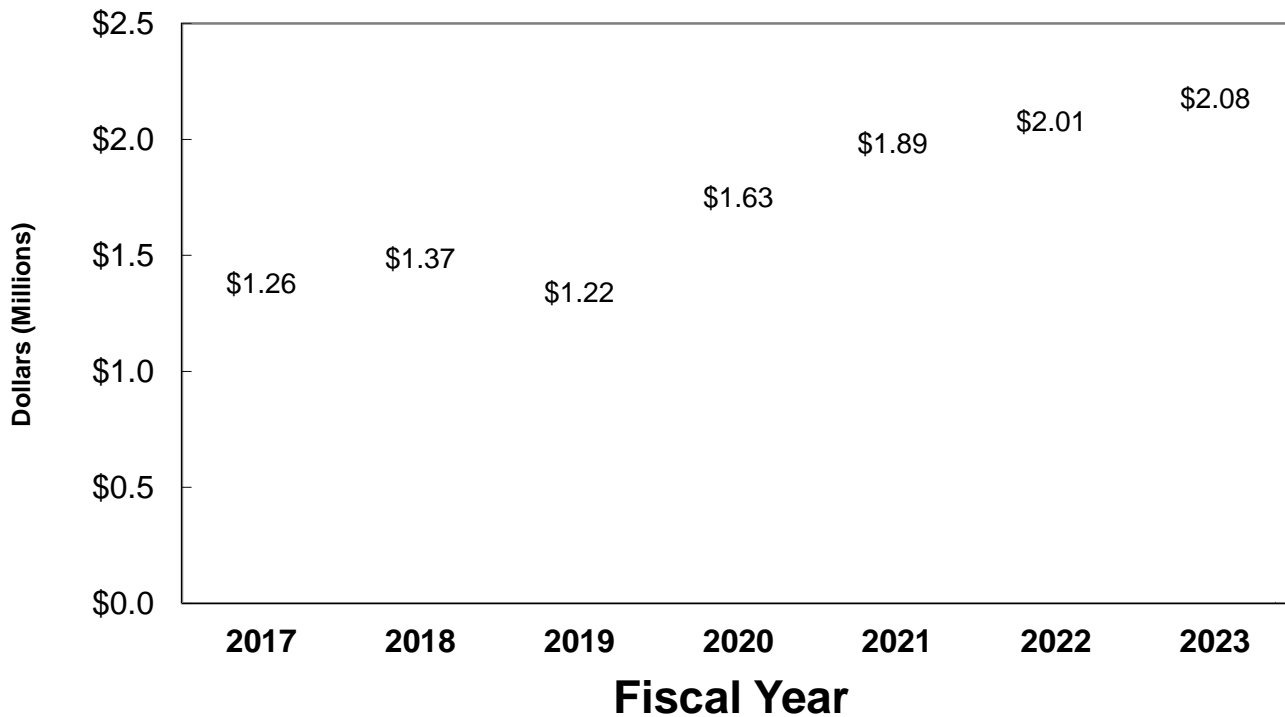
Below is a chart showing the department's activities. A department summary combining all activities is shown on the next page. A detailed description of the activity can be found on the following pages.



# ADMINISTRATIVE SERVICES DEPARTMENT

2022-23 EXPENDITURE SUMMARY				
<u>Division Name</u>	<u>Salary &amp; Benefits</u>	<u>Maintenance &amp; Operations</u>	<u>Capital Outlay</u>	<u>Total</u>
Management Services	\$ 1,484,550	144,750	-	1,629,300
Human Resources	229,350	221,550	-	450,900
Total	\$ 1,713,900	366,300	-	2,080,200

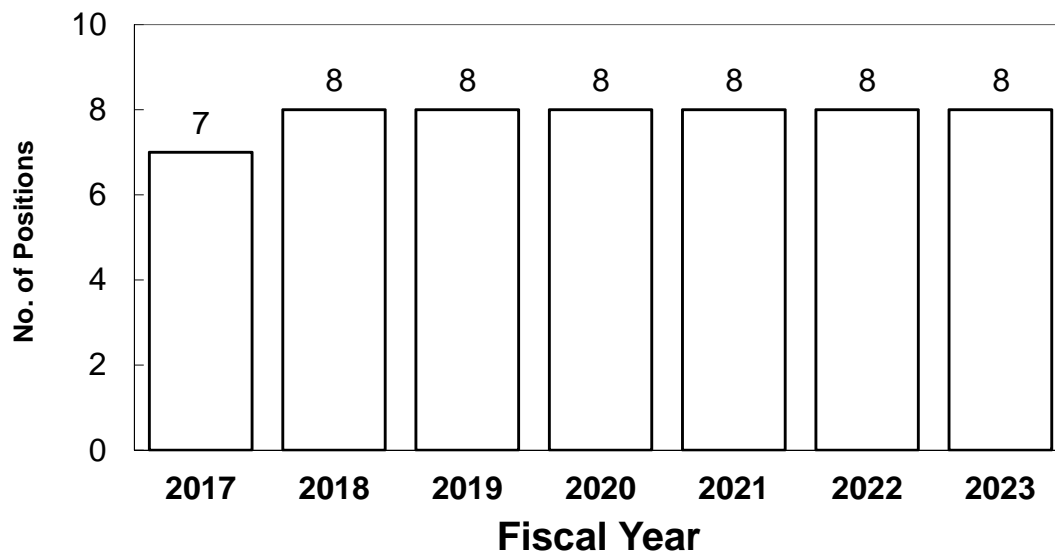
## History of Expenditures



# ADMINISTRATIVE SERVICES DEPARTMENT

2022-23 POSITION SUMMARY			
<u>Full-Time Positions</u>	<u>Adopted FY 2022</u>	<u>Proposed FY 2023</u>	<u>Change + or (-)</u>
Assistant City Manager	1	1	-
Human Resources Manager	1	1	-
Public Information Officer	1	1	-
Management Analyst	1	1	-
IT Manager	1	1	-
Senior IT Analyst	-	1	1
IT Analyst I	1	-	(1)
Graphic Artist	1	1	-
Executive Assistant	1	1	-
Total Number of Full-Time Positions	<u>8</u>	<u>8</u>	<u>-</u>
<u>Part-Time Positions</u>			
Total Number of Hours	8,008	9,100	1,092

## Full-Time Position Summary



## Management Services

The Management Services Division coordinates the City's miscellaneous operations that provide technical assistance and management support to all City departments.

The Division administers the City's property and liability insurance programs and monitors the legislative affairs of the State and Federal government as they affect the City.

The Division provides direct staff support to the City Manager's Office, administers the City's franchise agreements, prepares reports and analyses on special projects as requested by the City Manager, the City Council, and other departments.

The Division is also responsible for the Public information and marketing materials, and administers the City's Economic Development programs.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ 1,410,550	1,484,550
Maintenance and Operations	98,550	144,750
Capital Outlay	250	-
Division Total	<u>\$ 1,509,350</u>	<u>1,629,300</u>

### Position Summary

Full-Time Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
Assistant City Manager	1	1	-
Public Information Officer	1	1	-
Management Analyst	1	1	-
IT Manager	1	1	-
Senior IT Analyst	-	1	1
IT Analyst I	1	-	(1)
Graphic Artist	1	1	-
Administrative Assistant	1	1	-
Total Full-Time Positions	<u>7</u>	<u>7</u>	<u>-</u>
Part-Time Positions	Hours FY 2022	Hours FY 2023	Change + or (-)
IT Specialist	2,600	1,300	(1,300)
Admin Intern	-	1,300	1,300
Office Assistant I	2,600	2,600	-
Communications Asst	1,300	1,300	-
Total Part-Time Hours	<u>6,500</u>	<u>6,500</u>	<u>-</u>

## Management Services

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Regular Salaries	\$ 634,145	678,250	746,550
Part-Time Pay	120,033	100,000	140,450
Full-Time Overtime	-	1,750	3,500
Part-Time Overtime	-	100	-
Leave Cash-Out	-	3,400	3,650
Bilingual Pay	-	1,450	2,700
Cellphone Allowance	-	3,700	5,100
Transportation Allowance	-	3,600	3,600
Health Insurance	198,116	214,550	219,000
Life Insurance	1,455	1,250	1,600
Disability Insurance	2,380	3,450	4,700
Unemployment Insurance	8,078	7,100	4,550
Workers' Compensation	21,354	10,000	8,150
Medicare	10,913	11,650	13,150
Pers	315,399	370,300	327,850
<b>Total Salaries/Benefits</b>	<b>1,311,873</b>	<b>1,410,550</b>	<b>1,484,550</b>
Cellular Services	4,398	2,300	500
Printing/Reproduction	-	150	150
Office Supplies	1,521	5,500	2,000
Publications	139	500	500
Professional/Technical	17,797	47,400	91,400
Mileage Reimbursement	3,750	-	-
Conferences/Meetings	1,163	16,350	16,350
Memberships	-	950	950
Gasoline/Diesel Fuel (Fleet)	274	400	400
Economic Development	-	25,000	32,500
Disaster Response	46,088	-	-
<b>Total Maint/Operations</b>	<b>75,129</b>	<b>98,550</b>	<b>144,750</b>
Office Equipment/Furniture	-	250	-
<b>Total Capital Outlay</b>	<b>-</b>	<b>250</b>	<b>-</b>
<b>- Division Total -</b>	<b>\$ 1,387,002</b>	<b>1,509,350</b>	<b>1,629,300</b>

#### **Professional/Technical**

Broadcasting services	\$ 36,500
Communication consultant	34,000
IT consultant	20,000
Mayor's scrapbook	800
Smug Mug subscription	100
	<b>\$ 91,400</b>

#### **Conferences/Meetings**

Cal Cities Annual Conference	\$ 750
Cal Cities City Managers Conference	1,500
CCCA Annual Municipal Seminar	2,500
CCCA Fall Educational Summit	2,500
CCCA Legislative Tour	1,900
Contract Cities Sheriff's Conference	200
ICSC LA conference	1,000
MMASC conference	1,500
JPIA conference	2,000
Supervisory Training Workshops	500
Miscellaneous seminars	2,000
	<b>\$ 16,350</b>

## Human Resources

The Human Resources Division recruits, tests, selects, and provides training for all City employees and is responsible for the administration of the employee benefit program.

During the average fiscal year, the Division will recruit for approximately 125 positions by placing approximately 50 job announcements in various publications. From these announcements, over 2,000 applications are received. Each application is thoroughly reviewed and qualified applicants are invited to continue in the selection process, during which the division will administer 750 written tests and 550 oral interviews to applicants. More than 7,000 pieces of correspondence will be sent to job applicants.

The Division prepares reports and analyses of employee salaries and benefits, administers the employee medical insurance program, and is responsible for position classification studies.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ 184,350	229,350
Maintenance and Operations	316,250	221,550
Capital Outlay	-	-
Division Total	<u>\$ 500,600</u>	<u>450,900</u>

### Position Summary

Full-Time Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
Human Resources Manager	1	1	-
Total Full-Time Positions	<u>1</u>	<u>1</u>	<u>-</u>
Part-Time Positions	Hours FY 2022	Hours FY 2023	Change + or (-)
HR Assistant	1,508	2,600	1,092
Total Part-Time Hours	<u>1,508</u>	<u>2,600</u>	<u>1,092</u>

## Human Resources

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Regular Salaries	\$ 104,603	74,550	102,050
Part-Time Pay	23,505	32,150	54,550
Leave Cash-Out	-	12,800	-
Bilingual Pay	-	300	450
Cellphone Allowance	-	300	600
Health Insurance	26,297	22,100	27,150
Life Insurance	296	200	250
Disability Insurance	527	500	650
Unemployment Insurance	1,355	1,050	800
Workers' Compensation	3,501	1,100	1,450
Medicare	1,844	1,900	2,300
Pers	44,766	37,400	39,100
<b>Total Salaries/Benefits</b>	<b>206,693</b>	<b>184,350</b>	<b>229,350</b>
Cellular Services	600	-	-
Printing/Reproduction	71	250	250
Office Supplies	485	1,000	1,000
Publications	-	200	200
Published Notices	205	2,850	3,250
Professional/Technical	43,407	130,450	33,800
Personnel Services	8,370	12,000	12,000
Legal/Bond Services	37,183	86,500	60,500
Conferences/Meetings	-	650	8,100
Memberships	219	300	600
Personnel Development	16,111	56,100	75,900
Contract Class Instructors	5,165	12,050	12,050
Food	686	3,900	3,900
Disaster Response	11,270	10,000	10,000
<b>Total Maint/Operations</b>	<b>123,771</b>	<b>316,250</b>	<b>221,550</b>
<b>- Division Total -</b>	<b>\$ 330,464</b>	<b>500,600</b>	<b>450,900</b>

#### Published Notices

Job notices/advertisements	\$ 3,050
Compliance posters	200
	<b>\$ 3,250</b>

#### Professional/Technical

Compensation study	17,500
HR information systems	10,000
Flexible Spending Acct. admin fee	4,800
Retiree Healthcare Trust admin fee	1,000
Form building tool subscription	400
Scheduling tool subscription	100
	<b>\$ 33,800</b>

#### Personnel Services

Employee health/background checks	
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#### Legal/Bond Services

Personnel relations	\$ 40,000
Personnel general legal services	10,500
Labor relations	10,000
	<b>\$ 60,500</b>

#### Conferences/Meetings

CALPERLA conference	5,000
Government tax seminar	1,000
CJPIA Risk Management Forum	950
MMASC conference	400
SCPLRC conference	200
Chamber of Commerce installation	50
Miscellaneous seminars	500
	<b>\$ 8,100</b>

#### Personnel Development

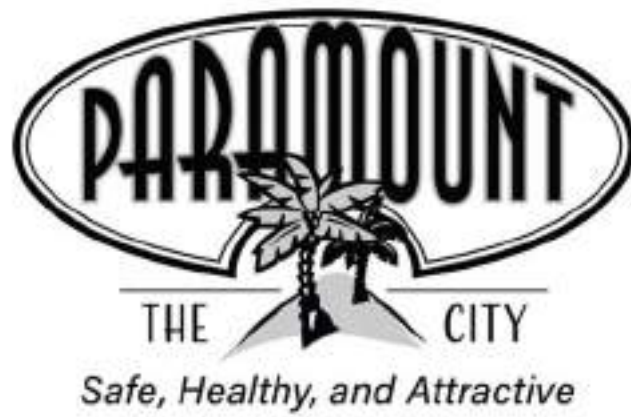
Leadership Training	25,900
Personnel development	20,000
Employee tuition reimbursement	20,000
Employee Health / Benefit Fair	10,000
	<b>\$ 75,900</b>

#### Contract Class Instructors

IIPP training	\$ 7,050
Employee classes	5,000
	<b>\$ 12,050</b>

#### Food

Meetings/trainings	
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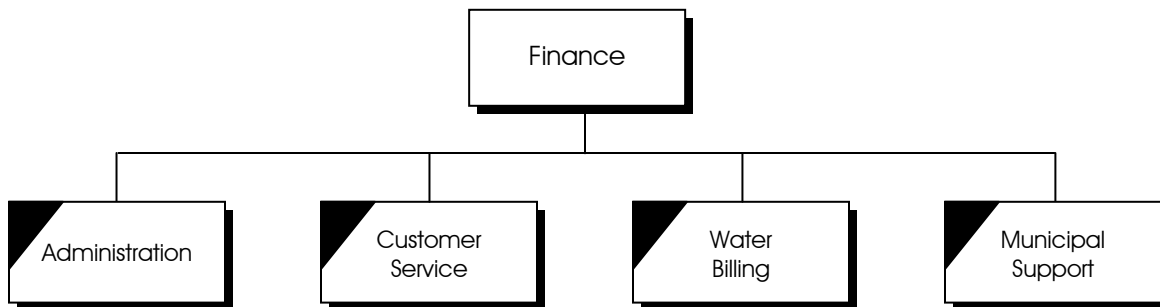




# FINANCE

The Finance Department coordinates the day-to-day financial transactions of the City and is responsible for all accounting, cashiering, financial planning, and investment activities of the City. The department administers various internal operations such as budget, contract management, grant management, and capital improvement programming. The department also processes the City's business and animal licenses, various permits, parking citations and all daily incoming and outgoing mail.

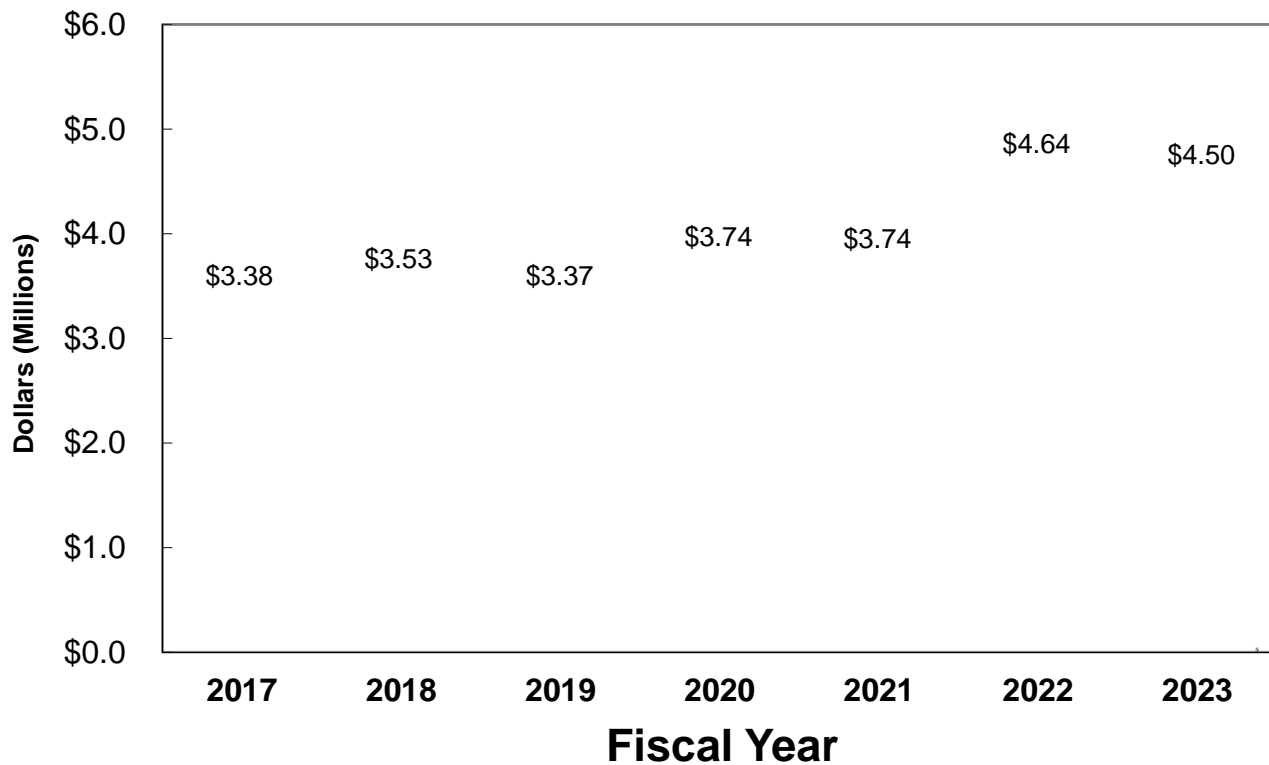
Below is a chart showing the department's activities. A department summary combining all activities is shown on the next page. A detailed description of the activity can be found on the following pages.



# FINANCE DEPARTMENT

2022-23 EXPENDITURE SUMMARY				
<u>Division Name</u>	<u>Salary &amp; Benefits</u>	<u>Maintenance &amp; Operations</u>	<u>Capital Outlay</u>	<u>Total</u>
Finance Administration	\$ 1,458,850	364,500	-	1,823,350
Customer Service	32,900	54,500	-	87,400
Water Billing	401,750	73,950	-	475,700
Municipal Support	-	2,057,350	57,500	2,114,850
Total	\$ <u>1,893,500</u>	<u>2,550,300</u>	<u>57,500</u>	<u>4,501,300</u>

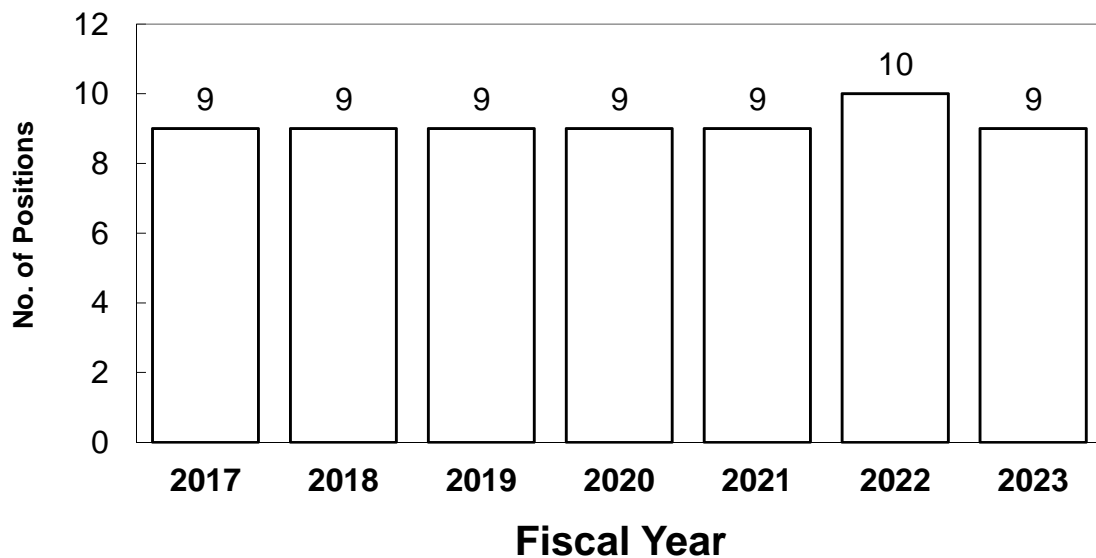
## History of Expenditures



# FINANCE DEPARTMENT

2022-23 POSITION SUMMARY			
<u>Full-Time Positions</u>	<u>Adopted FY 2022</u>	<u>Proposed FY 2023</u>	<u>Change + or (-)</u>
Finance Director	1	1	-
Assistant Finance Director	1	1	-
Senior Accountant	2	2	-
Finance Supervisor	1	1	-
Finance Technician	3	2	(1)
Payroll Technician	1	1	-
Administrative Assistant	1	1	-
Total Number of Full-Time Positions	<u>10</u>	<u>9</u>	<u>(1)</u>
<u>Part-Time Positions</u>			
Total Number of Hours	11,284	11,284	-

## Full-Time Position Summary



## Finance Administration

The Finance division is responsible for all accounting, cashiering, financial planning, and investment activities of the City. It accounts for all financial transactions of the City and Successor Agency, administers the City's investment portfolio, and manages all debt issues. The Division is also responsible for projecting long-term financial conditions, coordinating annual audits by various agencies, and preparing the City's budget and Comprehensive Annual Financial Report (CAFR).

With day-to-day financial transactions, this Division is responsible for accounts payable, accounts receivable, payroll and other finance subsystems. Annually, this division receives and process over 7,500 requests for payments, issues over 8,000 payroll checks, and prepares and sends out over 300 invoices. Each year, this Division provides accounting for approximately \$80 million in revenues and expenditures, and prepares over 75 reports to various state and federal agencies. In addition to overseeing over 30 different grants and restricted revenue sources, the Division also coordinates inventory management for the Water Department and the City's general fixed assets.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ 1,319,050	1,458,850
Maintenance and Operations	403,200	364,500
Capital Outlay	2,900	-
Division Total	<u>\$ 1,725,150</u>	<u>1,823,350</u>

### Position Summary

Full-Time Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
Director	1	1	-
Assistant Director	1	1	-
Senior Accountant	2	2	-
Finance Technician	1	1	-
Payroll Technician	1	1	-
Administrative Assistant	1	1	-
Total Full-Time Positions	<u>7</u>	<u>7</u>	<u>-</u>
Part-Time Positions	Hours FY 2022	Hours FY 2023	Change + or (-)
Accounting Specialist	2,600	2,600	-
Finance Assistant	1,456	1,456	-
Finance Aide	1,300	1,300	-
Total Part-Time Hours	<u>5,356</u>	<u>5,356</u>	<u>-</u>

## Finance Administration

### Expenditure Detail

#### Printing/Reproduction

ACFR, checks, W2s, 1099s, miscellaneous forms

#### Professional/Technical

CDBG/HOME Grant Administration	\$ 70,000
Investment Consultant	40,000
OPEB valuation	15,000
UUT consulting services	20,000
Fair Housing Services	16,000
Sales tax recovery fee	15,000
Transaction tax audit services	15,000
Eide Bailly (ARPA)	10,000
Eide Bailly (ACFR)	7,500
Eide Bailly (AUP)	5,000
Eide Bailly (Measure Y)	5,000
Eide Bailly (GASB 68 Consulting)	2,000
Eide Bailly (GASB 75 Consulting)	2,000
Eide Bailly (Gas Tax Street Report)	3,000
Eide Bailly (GASB 87)	2,500
Sales tax analysis	5,700
State Controller's report	10,000
CalPERS GASB 68 Valuation Report	1,200
OPEB GASB 75 Valuation Report	2,000
Eden modification services	2,000
Subordination services	1,000
POB Continuing Disclosure	1,000
ACFR statistical information	850
Property tax audit services	500
GFOA award application	650
Shredding services	700
Audit confirmation fees	200
	<u>\$ 253,800</u>

#### Conferences/Meetings

CMTA annual conference	\$ 4,200
CSMFO annual conference	5,100
CSMFO quarterly workshop	600
CSMFO bi-monthly seminar	400
Government tax seminar	2,000
Miscellaneous training	1,500
	<u>\$ 13,800</u>

#### Memberships

GFOA	\$ 1,000
CSMFO	550
Costco	200
	<u>\$ 1,750</u>

#### Disaster Response

COVID-19 disaster response

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Regular Salaries	\$ 567,887	586,550	705,800
Part-Time Pay	114,237	91,350	153,600
Full-Time Overtime	93	1,700	3,000
Longevity Pay	-	-	1,500
Leave Cash-Out	-	57,750	5,200
Bilingual Pay	-	300	450
Cellphone Allowance	-	2,450	3,000
Transportation Allowance	-	3,750	3,600
Health Insurance	226,791	223,000	246,450
Life Insurance	1,523	1,300	1,500
Disability Insurance	2,906	3,500	4,400
Unemployment Insurance	7,646	6,450	4,400
Workers' Compensation	16,117	7,200	7,900
Medicare	9,784	10,950	12,750
Pers	292,895	322,800	305,300
Total Salaries/Benefits	<u>1,239,880</u>	<u>1,319,050</u>	<u>1,458,850</u>
Cellular Services	2,158	650	900
Printing/Reproduction	459	2,000	2,000
Office Supplies	3,154	4,000	4,000
Published Notices	7,442	7,500	7,500
Professional/Technical	159,373	311,800	253,800
Financial Services	45,000	42,000	52,200
County Administrative Fee	24,625	24,650	24,650
Rent/Lease of Equipment	2,296	2,700	2,700
Mileage Reimbursement	3,750	-	-
Conferences/Meetings	126	4,950	13,800
Memberships	1,215	1,750	1,750
Equipment Maintenance	403	700	700
Disaster Response	325	500	500
Total Maint/Operations	<u>250,326</u>	<u>403,200</u>	<u>364,500</u>
Office Equipment/Furniture	-	1,100	-
Computer Equipment	-	1,800	-
Total Capital Outlay	<u>-</u>	<u>2,900</u>	<u>-</u>
- Division Total -	<u><u>\$ 1,490,206</u></u>	<u><u>1,725,150</u></u>	<u><u>1,823,350</u></u>

## Customer Service

The Customer Service Division, which is located in the City Hall lobby, provides public information and referral service to visitors of City Hall. This Division acts as the City's primary cashiering location and collects most of the fees which are administered by the City.

The Division processes most of the City's licenses and permits which includes the issuance, renewal, and file maintenance of approximately 3,300 business licenses and 3,900 animal licenses. In addition, the Division issues approximately 650 miscellaneous permits; accepts payment for approximately 5,000 parking citations; and provides assistance to approximately 150 people each day who visit or telephone the front counter for information.

The Division handles all incoming and outgoing City mail. Approximately 95,000 pieces of incoming mail are sorted, date and time stamped, opened, and delivered to City departments.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ 144,550	32,900
Maintenance and Operations	17,000	54,500
Capital Outlay	-	-
Division Total	<u>\$ 161,550</u>	<u>87,400</u>

### Position Summary

Full-Time Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
Finance Technician	1	-	(1)
Total Full-Time Positions	<u>1</u>	<u>-</u>	<u>(1)</u>
Part-Time Positions	Hours FY 2022	Hours FY 2023	Change + or (-)
Finance Aide	1,404	1,404	-
Total Part-Time Hours	<u>1,404</u>	<u>1,404</u>	<u>-</u>

## Customer Service

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Regular Salaries	\$ 64,616	55,450	-
Part-Time Pay	21,323	24,000	31,200
Part-Time Overtime	-	150	250
Bilingual Pay	-	550	450
Cellphone Allowance	-	150	-
Health Insurance	26,439	23,000	-
Life Insurance	187	150	-
Disability Insurance	331	400	-
Unemployment Insurance	887	750	200
Workers' Compensation	2,257	850	300
Medicare	1,209	1,300	500
Pers	35,525	37,800	-
Total Salaries/Benefits	152,774	144,550	32,900
Printing/Reproduction	-	3,000	3,000
Office Supplies	1,328	1,150	1,150
Professional/Technical	-	12,500	50,000
Conferences/Meetings	-	350	350
Disaster Response	2,077	-	-
Total Maint/Operations	3,405	17,000	54,500
Other Equipment	1,376	-	-
Total Capital Outlay	1,376	-	-
- Division Total -	\$ 157,555	161,550	87,400

**Printing/Reproduction**  
Forms/notices/envelopes

**Professional/Technical**  
Business licensing

## Water Billing

The Water Billing Division is responsible for operating the customer billing system. The Division is located in the City Hall lobby and provides water customer services by issuing water bills, updating customer files, and responding to customer inquiries.

The Division maintains all billing and payment records on approximately 7,500 water service accounts, issues 45,000 water bills, and will receive more than 45,000 water payments. It is anticipated that approximately 15,000 (33%) past due notices will be mailed, 5,000 (11%) turn-off notices will be hung at the service addresses, and 450 water accounts will be turned off due to non-payment.

The Division will respond to approximately 18,900 customer inquiries regarding service and billing information.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ 440,050	401,750
Maintenance and Operations	83,450	73,950
Capital Outlay	<u>30,000</u>	<u>-</u>
Division Total	<u>\$ 553,500</u>	<u>475,700</u>

### Position Summary

Full-Time Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
Finance Supervisor	1	1	-
Finance Technician	<u>1</u>	<u>1</u>	<u>-</u>
Total Full-Time Positions	<u>2</u>	<u>2</u>	<u>-</u>
Part-Time Positions	Hours FY 2022	Hours FY 2023	Change + or (-)
Office Assistant I	<u>4,524</u>	<u>4,524</u>	<u>-</u>
Total Part-Time Hours	<u>4,524</u>	<u>4,524</u>	<u>-</u>



## Water Billing

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Regular Salaries	\$ 147,208	146,450	145,400
Part-Time Pay	59,778	68,850	87,600
Full-Time Overtime	-	500	1,000
Part-Time Overtime	51	150	300
Longevity Pay	-	-	2,000
Leave Cash-Out	-	37,700	-
Bilingual Pay	-	1,500	2,050
Cellphone Allowance	-	350	600
Health Insurance	49,742	58,000	54,400
Life Insurance	419	350	350
Disability Insurance	742	850	950
Unemployment Insurance	2,218	1,850	1,200
Workers' Compensation	5,664	2,900	2,150
Medicare	2,894	3,650	3,500
Pers	79,712	84,950	68,250
Pers Contribution (GASB 68)	8,909	32,000	32,000
<b>Total Salaries/Benefits</b>	<b>357,339</b>	<b>440,050</b>	<b>401,750</b>
Equipment Maintenance	16,874	19,900	19,900
Printing/Reproduction	-	15,000	6,500
Office Supplies	-	600	600
Postage Expense	28,485	35,000	35,000
Professional/Technical	-	5,000	5,000
Conferences/Meetings	-	200	200
Equipment Maint Services	6,922	7,450	6,450
Disaster Response	-	300	300
<b>Total Maint/Operations</b>	<b>52,281</b>	<b>83,450</b>	<b>73,950</b>
Other Capital Equipment	-	30,000	-
<b>Total Capital Outlay</b>	<b>-</b>	<b>30,000</b>	<b>-</b>
<b>- Division Total -</b>	<b>\$ 409,620</b>	<b>553,500</b>	<b>475,700</b>

#### Equipment Maintenance

Water billing software support	\$ 14,700
Water billing web extension support	2,950
Output processor support	1,300
Cashiering system support	950
	<b>\$ 19,900</b>

#### Printing/Reproduction

Water billing forms/notices/envelopes

#### Postage Expense

Postage for water utility bills

#### Professional/Technical

Water billing software modification/training

#### Equipment Maintenance Services

Folding machine maintenance	\$ 2,850
Water meter maintenance	2,100
Postage meter maintenance	1,000
Miscellaneous repairs	500
	<b>\$ 6,450</b>

#### Disaster Response

COVID-19 disaster response

## Municipal Support

The Municipal Support activity contains costs budgeted for equipment and services which are used on a City-wide basis. This activity includes costs, for example, for City-wide telephone communications; electricity, water, and natural gas used at City buildings and parks; City-wide postage costs; rental and maintenance charges for centralized business equipment such as copiers, word processors, and computers; and liability and property insurance covering the City's over \$60 million in real and personal property.

These activities also budget for the City's computer and communication systems including local area networks, telecommunications, and central City telephone operations.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ -	-
Maintenance and Operations	2,128,700	2,057,350
Capital Outlay	72,600	57,500
Division Total	<u>\$ 2,201,300</u>	<u>2,114,850</u>

### Position Summary

Full-Time Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
Not Applicable			
Part-Time Positions	Hours FY 2022	Hours FY 2023	Change + or (-)
Not Applicable			

## Municipal Support

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Telephone/Internet Services	\$ 127,985	172,900	160,700
Telephone Maintenance	4,802	1,000	1,000
Liability Insurance	719,650	738,650	639,300
Deductible Payments	-	1,000	1,000
Finance System Support	38,981	39,600	39,600
Equipment Maintenance	11,354	6,500	6,500
Printing/Reproduction	15,851	14,200	14,200
Office Supplies	38,371	50,000	50,000
Postage Expense	24,844	30,000	30,000
Publications	3,379	4,200	4,200
Bank Charges	76,305	98,700	98,500
Professional/Technical	75,975	112,350	152,750
Rent/Lease of Equipment	26,492	30,250	30,250
Electricity	393,311	450,000	450,000
Water	165,622	167,350	167,350
Natural Gas	41,942	45,000	45,000
Depreciation	87,293	150,000	150,000
Equipment Maint Supplies	840	2,000	2,000
Food	8,255	15,000	15,000
<b>Total Maint/Operations</b>	<b>1,861,254</b>	<b>2,128,700</b>	<b>2,057,350</b>
Office Equipment/Furniture	-	2,650	-
Computer Equipment	37,118	53,250	50,000
Other Capital Equipment	5,068	16,700	7,500
<b>Total Capital Outlay</b>	<b>42,186</b>	<b>72,600</b>	<b>57,500</b>
<b>- Division Total -</b>	<b>\$ 1,903,440</b>	<b>2,201,300</b>	<b>2,114,850</b>

#### Telephone/Internet Services

General phone/internet service for City departments

#### Liability Insurance

General liability insurance	\$ 476,800
Property insurance	96,350
Earthquake insurance	35,250
CalPERS replacement benefits	15,000
Environmental insurance	5,550
CalPERS survivor benefits	5,500
Mechanical breakdown insurance	2,650
Employee dishonesty insurance	2,200
	<b>\$ 639,300</b>

#### Bank Charges

UB web payment processing	\$ 34,000
Quarterly bank account services	25,000
Credit card terminal services	10,000
Investment transaction fees	7,000
Credit card RFP analysis	6,000
Armored car services	7,500
Credit card processing fees	5,000
Recreation credit card fees	4,000
	<b>\$ 98,500</b>

#### Professional/Technical

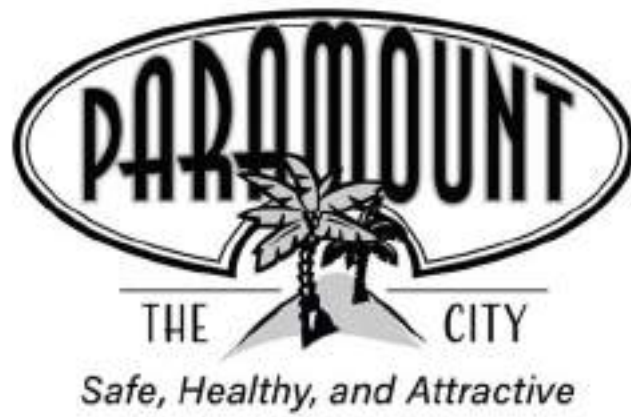
Computer consultant	\$ 30,000
Microsoft Office 360 Cloud Service	41,000
Audio Visual system maintenance	10,000
Email / web security	14,150
Data backup	6,550
Website mntc	7,900
Cyber Security Training	6,000
Video services	5,000
Renewal - Open DNS/Public wi-fi	4,000
Antivirus Licenses	3,700
Social Media Records Management	2,700
Adobe Creative Cloud	1,000
Paramount Works Mobile App	2,550
AED maintenance software	2,000
Cisco ASA Firewall	2,000
Video Conferencing Services	1,950
Adobe Acrobat Pro license renewal	1,900
City-wide events music license	1,800
Splashtop Remote Desktop Support	1,800
Renewal - support for virtual machines	1,300
Veeam Tech Support Renewal	1,000
SSL certificates (websites and mail)	500
e-Newsletter	950
AgentRansack Pro license	600
Renewal - active directory audit	400
Miscellaneous	2,000
	<b>\$ 152,750</b>

#### Computer Equipment

Workstation replacements	\$ 30,000
Dell XPS	20,000
	<b>\$ 50,000</b>

#### Other Capital Equipment

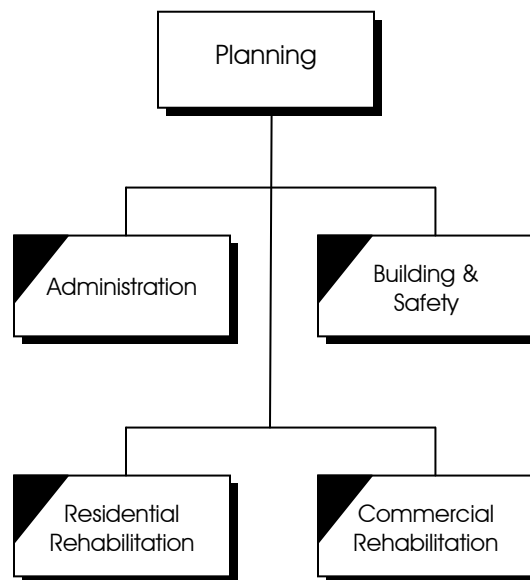
Miscellaneous media equipment	\$ 5,000
Social Media backup storage	1,500
Phone system hardware upgrade	1,000
	<b>\$ 7,500</b>



# PLANNING

The Planning Department is responsible for the administration of the City's development process, including residential, commercial, and industrial uses. The department performs current and long range planning; enforces zoning and building codes; reviews site and development plans; issues building, electrical, grading, mechanical, and plumbing permits; provides technical support to City departments; and provides staff support and analyses to the City Planning Commission. The department administers the Home Improvement Program which provides rebates to Paramount residents for upgrading deteriorated properties and correcting code violations.

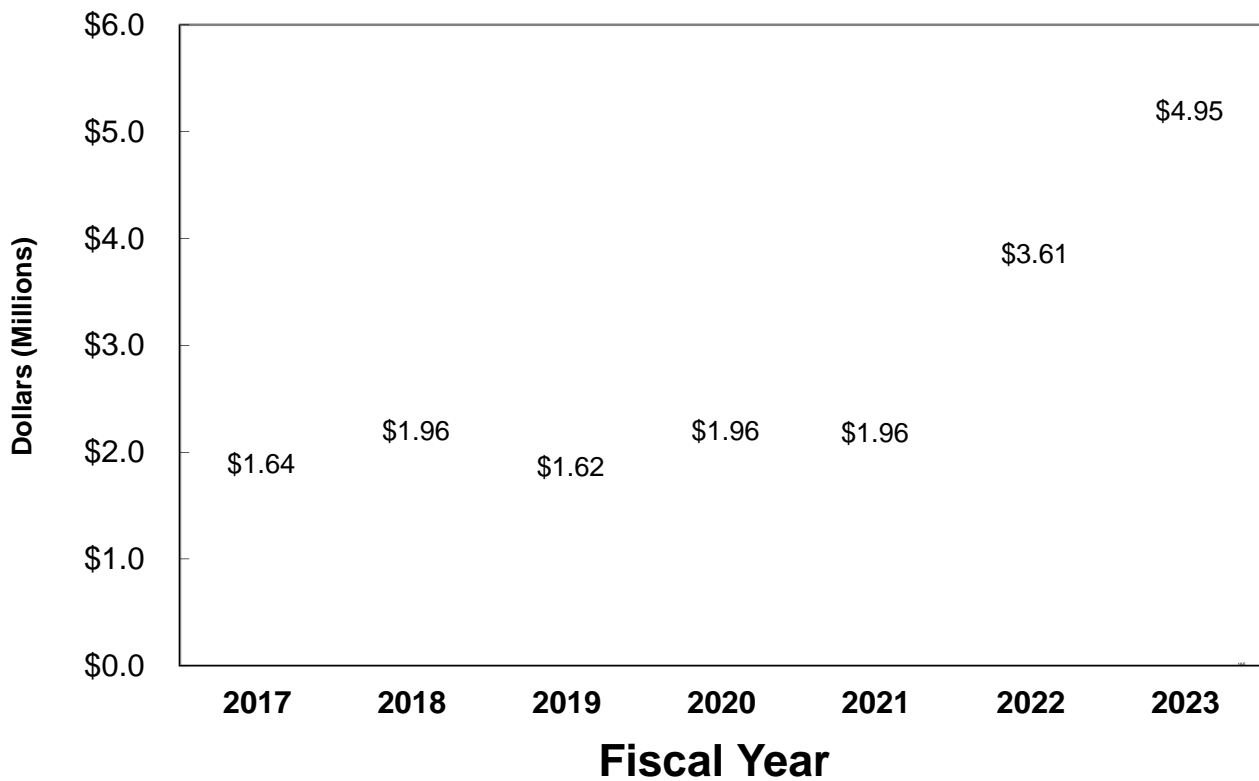
Below is a chart showing the department's activities. A department summary combining all activities is shown on the next page. A detailed description of the activity can be found on the following pages.



# PLANNING DEPARTMENT

2022-23 EXPENDITURE SUMMARY				
<u>Division Name</u>	<u>Salary &amp; Benefits</u>	<u>Maintenance &amp; Operations</u>	<u>Capital Outlay</u>	<u>Total</u>
Planning Administration	\$ 906,100	1,383,350	300	2,289,750
Building & Safety	728,600	330,050	2,000	1,060,650
Residential Rehabilitation	-	411,000	-	411,000
Commercial Rehabilitation	-	1,186,000	-	1,186,000
Total	<u>\$ 1,634,700</u>	<u>3,310,400</u>	<u>2,300</u>	<u>4,947,400</u>

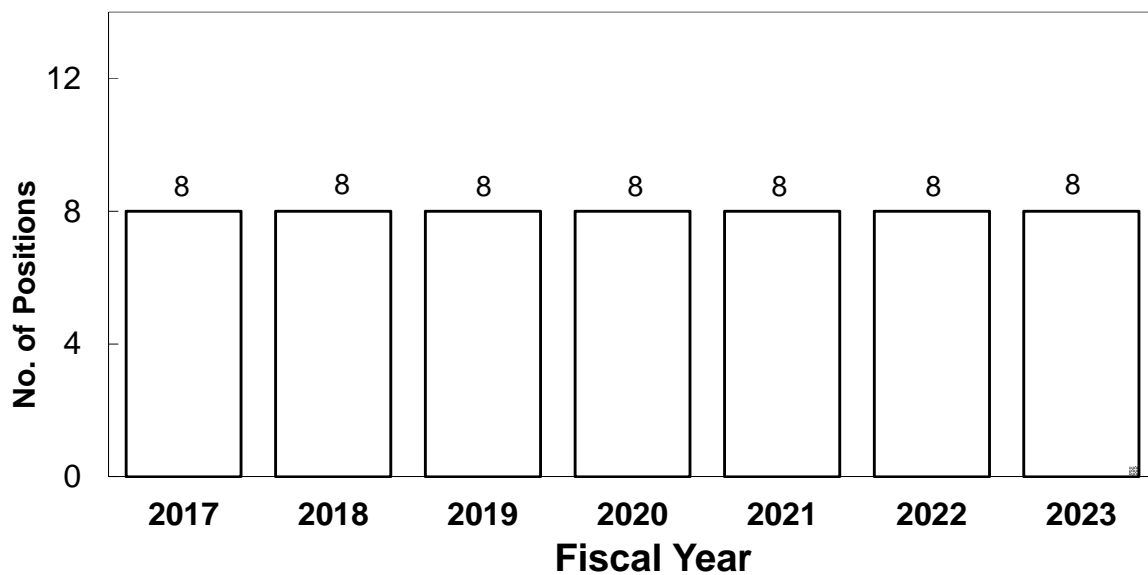
## History of Expenditures



# PLANNING DEPARTMENT

2022-23 POSITION SUMMARY			
<u>Full-Time Positions</u>	<u>Adopted FY 2022</u>	<u>Proposed FY 2023</u>	<u>Change + or (-)</u>
Planning Director	1	1	-
Assistant Planning Director	1	1	-
Building and Safety Manager	1	1	-
Associate Planner	1	1	-
Building and Safety Inspector	2	2	-
Management Analyst	-	1	1
Building Permit Technician	1	-	(1)
Administrative Assistant	1	1	-
Total Number of Full-Time Positions	<u>8</u>	<u>8</u>	<u>-</u>
<u>Part-Time Positions</u>			
Total Number of Hours	5,200	6,500	1,300

## Full-Time Position Summary



## Planning Administration

The Division administers the City's current and long range planning programs, monitors all relevant County and State legislation, surveys current land use, and updates the City Zoning Code and General Plan.

Approximately 150 site plans and proposed developments are reviewed yearly to assure compliance with local zoning design requirements. The Division provides staff support to the Successor Agency for the Paramount Redevelopment Agency, City Planning Commission, Development Review Board, and the Economic Development Board. This year the Division plans to process over 3 zone changes, 30 conditional use permits, and 8 zone variances.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ 877,150	906,100
Maintenance and Operations	977,300	1,383,350
Capital Outlay	<u>450</u>	<u>300</u>
Division Total	<u>\$ 1,854,900</u>	<u>2,289,750</u>

### Position Summary

Full-Time Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
Director	1	1	-
Assistant Director	1	1	-
Associate Planner	1	1	-
Administrative Assistant	<u>1</u>	<u>1</u>	<u>-</u>
Total Full-Time Positions	<u>4</u>	<u>4</u>	<u>-</u>
Part-Time Positions	Hours FY 2022	Hours FY 2023	Change + or (-)
Office Assistant I	2,600	2,600	-
Planning Intern	<u>2,600</u>	<u>2,600</u>	<u>-</u>
Total Part-Time Hours	<u>5,200</u>	<u>5,200</u>	<u>-</u>



## Planning Administration

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Regular Salaries	\$ 384,491	413,150	449,200
Part-Time Pay	70,391	76,700	92,200
Longevity Pay	-	-	2,500
Leave Cash-Out	-	2,850	5,550
Bilingual Pay	-	1,150	2,700
Cellphone Allowance	-	2,600	3,000
Transportation Allowance	-	3,600	3,600
Health Insurance	118,815	125,900	123,800
Life Insurance	1,083	900	1,000
Disability Insurance	1,937	2,400	2,850
Unemployment Insurance	4,829	4,350	2,800
Workers' Compensation	12,579	5,000	6,600
Medicare	6,546	7,150	8,150
Pers	202,327	231,400	202,150
<b>Total Salaries/Benefits</b>	<b>802,998</b>	<b>877,150</b>	<b>906,100</b>
Cellular Services	2,621	1,200	-
Software System Support	-	2,000	2,000
Printing/Reproduction	100	700	700
Document Imaging	-	10,000	10,000
Office Supplies	1,233	1,350	1,700
Published Notices	11,545	15,000	15,000
Professional/Technical	565,934	858,650	863,750
Environmental Services	2,239	2,500	2,500
Rent/Lease of Equipment	3,356	3,500	3,500
Mileage Reimbursement	3,750	-	-
Conferences/Meetings	266	4,150	5,950
Memberships	33,268	23,750	23,750
Economic Development	40,000	52,500	452,500
Disaster Response	1,752	2,000	2,000
<b>Total Maint/Operations</b>	<b>666,065</b>	<b>977,300</b>	<b>1,383,350</b>
Office Equipment/Furniture	655	450	300
<b>Total Capital Outlay</b>	<b>655</b>	<b>450</b>	<b>300</b>
<b>- Division Total -</b>	<b>\$ 1,469,718</b>	<b>1,854,900</b>	<b>2,289,750</b>

#### Professional/Technical

Clearwater specific plan	\$ 350,000
Paramount specific plan	75,000
Air monitoring services	145,000
Downtown design guidelines	80,000
Environmental monitoring	70,000
Public Art Master Plan	69,950
Environmental consulting	20,000
Housing Element update	20,000
Contract planning services	10,000
Architectural services	7,000
Zoning map update	6,000
Translation services	6,000
Map services	3,500
Radius maps & GPA 21-1 labels	800
Decorating awards	500
	<b>\$ 863,750</b>

#### Environmental Services

Air filter rebate program

#### Conferences/Meetings

APA conference	\$ 1,500
Certifications	1,450
Miscellaneous	3,000
	<b>\$ 5,950</b>

#### Memberships

Eco-Rapid Transit	\$ 18,900
AICP, APA, CalAPA, ICSC	3,350
COG LEAP grant assessment	1,500
	<b>\$ 23,750</b>

#### Economic Development

Economic Agreement	\$ 400,000
Chamber of Commerce	40,000
Long Beach Small Business	12,500
	<b>\$ 452,500</b>

#### Disaster Response

COVID-19 disaster response

#### Office Equipment / Furniture

Office chair

## Building & Safety

The Building & Safety Division enforces the City's building, plumbing, and electrical codes, which includes the review of building plans, issuance of construction permits, and inspection of construction.

The Division annually checks 305 construction plans to ensure conformance with the City's building codes. This examination involves a careful review of the plans and may include structural analysis, energy calculation analysis, and review for handicapped access. The Division also issues more than 400 building permits, 184 plumbing permits, 301 electrical permits, and 233 other development-related permits each year. These permits are required before any construction may legally occur within the City. Once the permits are issued, the Division conducts more than 3,600 on-site construction inspections to verify that local building codes are being followed.

In addition to the services provided to the development community which are mentioned above, the Division also performs inspection for the Residential Rehabilitation Program.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ 587,150	728,600
Maintenance and Operations	290,750	330,050
Capital Outlay	1,850	2,000
Division Total	<u>\$ 879,750</u>	<u>1,060,650</u>

### Position Summary

Full-Time Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
Building & Safety Manager	1	1	-
Building Inspector	2	2	-
Management Analyst	-	1	1
Building Permit Technician	1	-	(1)
Total Full-Time Positions	<u>4</u>	<u>4</u>	<u>-</u>
Part-Time Positions	Hours FY 2022	Hours FY 2023	Change + or (-)
Building Permit Technician	-	1,300	1,300

## Building & Safety

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Regular Salaries	\$ 421,000	296,500	382,250
Full-Time Overtime	-	-	36,100
Leave Cash-Out	-	200	400
Bilingual Pay	-	1,050	2,250
Cellphone Allowance	-	900	2,400
Health Insurance	122,050	105,650	116,650
Life Insurance	1,029	650	850
Disability Insurance	1,837	1,750	2,400
Unemployment Insurance	4,855	2,300	2,150
Workers' Compensation	14,115	6,300	7,050
Medicare	3,526	4,350	6,150
Pers	182,958	167,500	169,950
<b>Total Salaries/Benefits</b>	<b>751,369</b>	<b>587,150</b>	<b>728,600</b>
Cellular Services	-	250	1,000
Software System Support	22,000	24,350	25,500
Printing/Reproduction	582	1,500	1,500
Document Imaging	6,601	7,000	19,200
Office Supplies	1,035	1,000	1,000
Publications	130	1,500	2,500
Professional/Technical	159,754	242,000	260,000
Conferences/Meetings	2,620	5,000	10,000
Memberships	1,230	1,500	2,700
Gasoline/Diesel Fuel	2,313	5,900	5,900
Uniforms	686	750	750
<b>Total Maint/Operations</b>	<b>196,951</b>	<b>290,750</b>	<b>330,050</b>
Office Equipment/Furniture	-	450	2,000
Computer Equipment	-	1,400	-
Other Capital Equipment	1,539	-	-
<b>Total Capital Outlay</b>	<b>1,539</b>	<b>1,850</b>	<b>2,000</b>
<b>- Division Total -</b>	<b>\$ 949,860</b>	<b>879,750</b>	<b>1,060,650</b>

#### Software System Support

IWorQ software	\$ 23,000
Online permit payment	2,500
	<b>\$ 25,500</b>

#### Printing/Reproduction

Permits, plans, special projects

#### Document Imaging

Convert permits and construction plans to digital format.

#### Publications

ICC code books	\$ 1,500
International Residential Code	1,000
	<b>\$ 2,500</b>

#### Professional/Technical

Plan check services/building code training

#### Conferences/Meetings

ICC training	\$ 2,500
CalBO conference	2,500
Professional Development/Networking	2,500
Monthly workshop / training	1,200
ICC certifications	800
Miscellaneous	500
	<b>\$ 10,000</b>

#### Memberships

ICC Chapter membership	\$ 1,000
ICC membership	700
CalBO membership	700
IAPMO membership	300
	<b>\$ 2,700</b>

#### Office Equipment/Furniture

Plan storage unit

## Residential Rehabilitation

The Residential Rehabilitation Program provides rebates to low and moderate income families for home improvements.

Program participants must meet federal income standards and use the funds on eligible improvements, such as correction of property maintenance and building code violations.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ -	-
Maintenance and Operations	509,350	411,000
Capital Outlay	-	-
Division Total	<u>\$ 509,350</u>	<u>411,000</u>

### Position Summary

Full-Time Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
Not Applicable			
Part-Time Positions	Hours FY 2022	Hours FY 2023	Change + or (-)
Not Applicable			

## Residential Rehabilitation

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Professional/Technical	\$ 87,313	93,100	75,000
Residential/Comm. Assistance	116,332	80,250	-
Residential Rebates	52,655	336,000	336,000
Total Maint/Operations	256,300	509,350	411,000
- Division Total -	<u>\$ 256,300</u>	<u>509,350</u>	<u>411,000</u>

#### **Professional/Technical**

Project management

#### **Residential Rebates**

Single-family residential rebates	\$ 150,000
Mobile home rebates	150,000
Driveway rebates	36,000
	<u>\$ 336,000</u>

## Commercial Rehabilitation

The Commercial Rehabilitation Program provides rebates for local businesses located on major boulevards to make exterior improvements. The types of exterior improvements which are eligible under the program include: painting, screening, landscaping, signing, and lighting.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ -	-
Maintenance and Operations	366,000	1,186,000
Capital Outlay	-	-
Division Total	<u>\$ 366,000</u>	<u>1,186,000</u>

### Position Summary

Full-Time Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
Not Applicable			
Part-Time Positions	Hours FY 2022	Hours FY 2023	Change + or (-)
Not Applicable			

## Commercial Rehabilitation

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Professional/Technical	\$ 57,214	62,100	244,000
Residential/Comm. Assistance	390,000	183,900	740,000
Commercial Rebates	29,687	120,000	202,000
Total Maint/Operations	476,901	366,000	1,186,000
- Division Total -	\$ 476,901	366,000	1,186,000

#### **Professional/Technical**

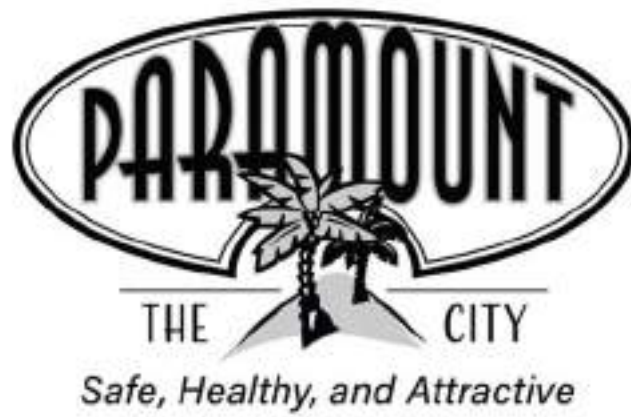
Commercial rehabilitation monitoring

#### **Residential/Commercial Assistance**

Small business assistance

#### **Commercial Rebates**

Commercial rehabilitations

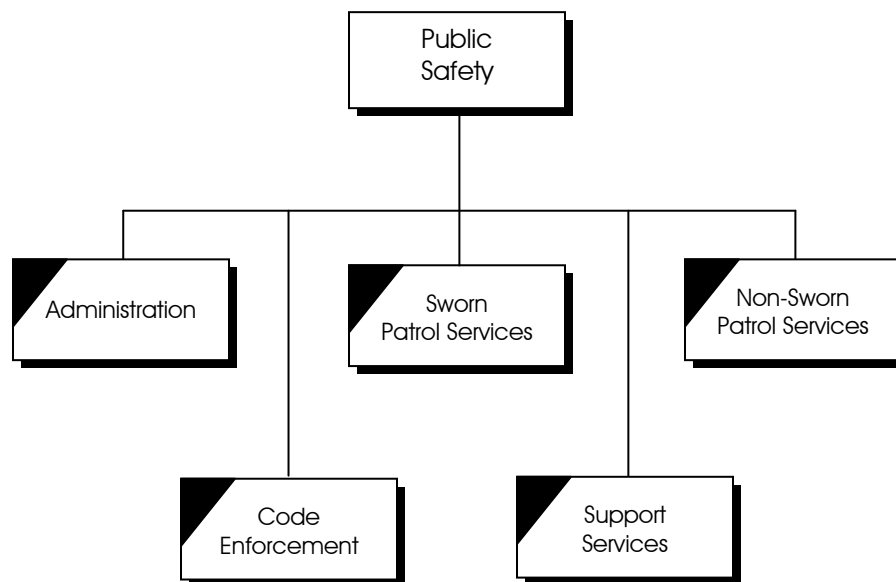




# PUBLIC SAFETY

The Public Safety Department provides City residents with services for the protection of life and property. It includes coordination, liaison, and monitoring of services provided by the Los Angeles County Sheriff's Department, the Los Angeles County Fire Department, Los Angeles County Probation and District Attorney's Office and the Southeast Area Animal Control Authority. These organizations provide general law enforcement, fire and rescue services, and animal control. Supplemental law enforcement services are provided through the City's Community Service Officer (CSO) Program, and operation of the Paramount Sheriff's Station. In addition, code enforcement, crossing guard protection for school children, enforcement of local parking regulations, coordinating Neighborhood Watch activities with residents and administration of the City's Civil Defense/Emergency Plan are provided under this function.

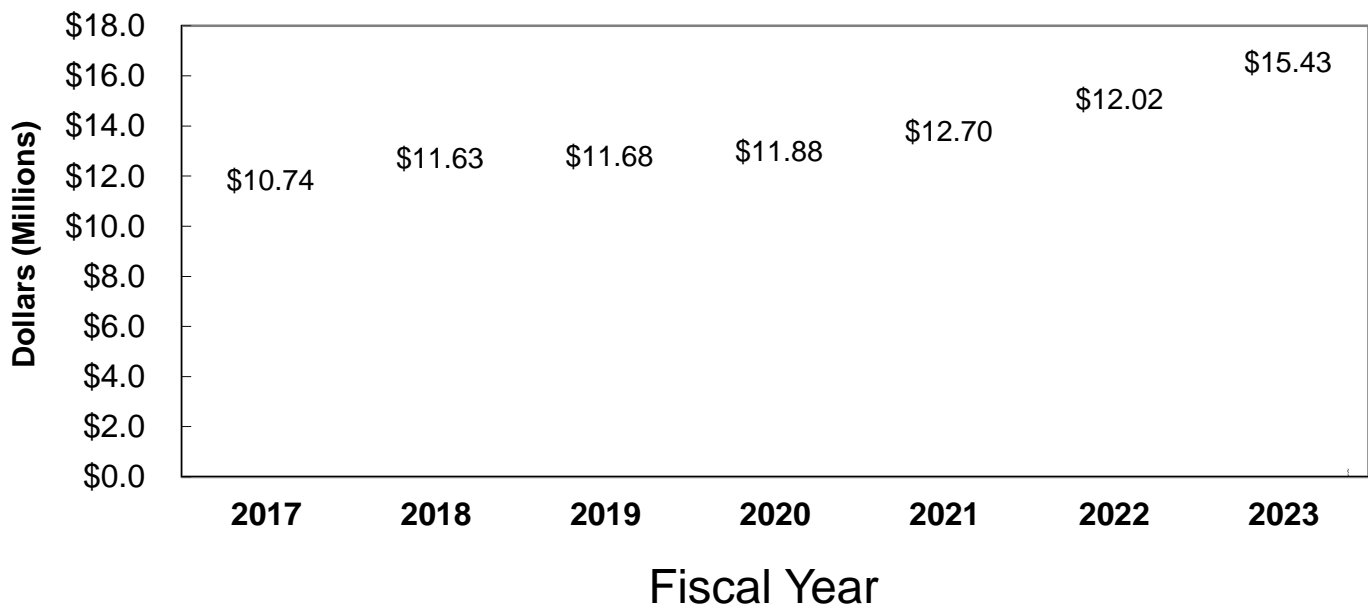
Below is a chart showing the department's activities. A department summary combining all activities is shown on the next page. A detailed description of the activity can be found on the following pages.



# PUBLIC SAFETY DEPARTMENT

2022-23 EXPENDITURE SUMMARY				
<u>Division Name</u>	<u>Salary &amp; Benefits</u>	<u>Maintenance &amp; Operations</u>	<u>Capital Outlay</u>	<u>Total</u>
Administration	\$ 824,050	1,538,300	-	2,362,350
Sworn Patrol Services	-	9,595,850	-	9,595,850
Non-Sworn Patrol Services	1,557,450	349,600	43,000	1,950,050
Code Enforcement	809,500	120,450	-	929,950
Support Services	-	589,900	-	589,900
Total	<u>\$ 3,191,000</u>	<u>12,194,100</u>	<u>43,000</u>	<u>15,428,100</u>

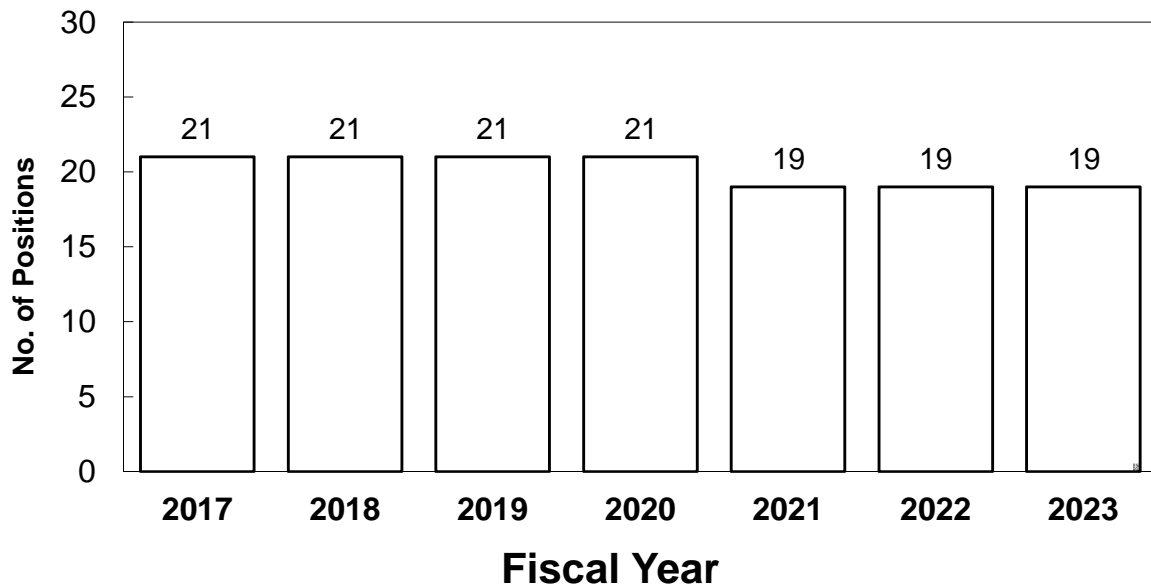
## History of Expenditures



# PUBLIC SAFETY DEPARTMENT

<div>2022-23</div> <div>POSITION SUMMARY</div>			
<u>Full-Time Positions</u>	<u>Adopted FY 2022</u>	<u>Proposed FY 2023</u>	<u>Change + or (-)</u>
Public Safety Director	1	1	-
Assistant Public Safety Director	1	1	-
Management Analyst II	1	1	-
Management Analyst	1	1	-
Senior Code Enforcement Officer	1	1	-
Code Enforcement Officer	3	3	-
Administrative Assistant	1	1	-
Office Assistant II	1	1	-
Community Service Officer Supervisor	1	1	-
Community Service Officer	7	7	-
Parking Control Officer	1	1	-
Total Number of Full-Time Positions	<u>19</u>	<u>19</u>	<u>-</u>
<u>Part-Time Positions</u>			
Total Number of Hours	13,854	16,866	3,012

## Full-Time Position Summary



## Public Safety Administration

The Division coordinates and monitors services provided by the Los Angeles County Sheriff's Department. The Division also administers the City's Emergency Preparedness and neighborhood preservation programs, as well as the Community Service Officer (CSO) and Code Enforcement programs.

The Division acts as a liaison between the City and the Los Angeles County Fire Department. The City is serviced by one fully equipped fire station which responds to approximately 115 fire and miscellaneous calls and performs approximately 3,956 rescues and 528 fire code inspections yearly.

The Administration Division is responsible for developing and coordinating the City's Emergency Response plan with the Area E Disaster Services Board.

The Division also provides 2,080 hours of Public Safety Management Analyst service to promote positive relations between community groups, the general public, and Sheriff's Deputies via the Neighborhood Watch organization.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ 887,600	824,050
Maintenance and Operations	318,950	1,538,300
Capital Outlay	-	-
Division Total	<u>\$ 1,206,550</u>	<u>2,362,350</u>

### Position Summary

Full-Time Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
Director	1	1	-
Assistant Director	1	1	-
Management Analyst	1	1	-
Administrative Assistant	1	1	-
Total Full-Time Positions	<u>4</u>	<u>4</u>	<u>-</u>
Part-Time Positions	Hours FY 2022	Hours FY 2023	Change + or (-)
Public Service Assistant	1,404	1,404	-
Total Part-Time Hours	<u>1,404</u>	<u>1,404</u>	<u>-</u>

## Public Safety Administration

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Regular Salaries	\$ 427,132	387,100	412,250
Part-Time Pay	28,410	29,700	31,200
Longevity Pay	-	-	1,500
Leave Cash-Out	-	71,000	3,300
Bilingual Pay	-	1,050	1,800
Cellphone Allowance	-	3,250	3,000
Transportation Allowance	-	3,600	3,600
Health Insurance	156,001	154,300	158,450
Life Insurance	1,192	850	900
Disability Insurance	2,150	2,200	2,600
Unemployment Insurance	4,781	5,150	2,300
Workers' Compensation	14,739	6,500	5,600
Medicare	5,640	6,100	5,600
Pers	228,701	216,800	191,950
<b>Total Salaries/Benefits</b>	<b>868,746</b>	<b>887,600</b>	<b>824,050</b>
Telephone/Internet Services	2,945	4,550	4,550
Cellular Service	6,561	4,750	4,750
Printing/Reproduction	11,445	13,200	13,200
Office Supplies	7,114	8,000	12,500
Publications	171	500	500
Professional/Technical	115,932	232,850	1,447,200
Rent/Lease of Equipment	16,819	33,400	33,400
Mileage Reimbursement	3,750	-	-
Conferences/Meetings	2,409	7,200	7,200
Memberships	320	1,500	1,500
Equipment Maint Supplies	7,994	9,500	9,500
Comm Promo Supplies	2,881	2,500	4,000
Disaster Response	546	1,000	-
<b>Total Maint/Operations</b>	<b>178,886</b>	<b>318,950</b>	<b>1,538,300</b>
Other Capital Equipment	2,164	-	-
<b>Total Capital Outlay</b>	<b>2,164</b>	<b>-</b>	<b>-</b>
<b>- Division Total -</b>	<b>\$ 1,049,796</b>	<b>1,206,550</b>	<b>2,362,350</b>

#### **Telephone/Internet Services**

Satellite phones	\$ 4,300
AT&T regular phone line	250
	<b>\$ 4,550</b>

#### **Printing/Reproduction**

Forms	\$ 3,500
Parking permits	3,500
Parking citations/envelopes	2,500
Letterhead and envelopes	2,300
Business card masters	700
Business cards	700
	<b>\$ 13,200</b>

#### **Professional/Technical**

Homeless services	\$ 1,350,000
Homeless plan update	25,000
LHMP update	19,500
Home security rebate program	20,000
Station security system maintenance	11,500
Emergency preparedness	12,500
Fire alarm system (interface)	2,000
Interpreting services	2,000
GNP quarterly training	1,700
Document shredding	1,500
Satellite service - EOC	1,200
GNP signs	300
	<b>\$ 1,447,200</b>

#### **Conferences/Meetings**

Neighborhood Watch	\$ 2,500
Staff training	2,500
GNP meetings	200
Miscellaneous conferences/meetings	2,000
	<b>\$ 7,200</b>

## Sworn Patrol

The Division provides sworn law enforcement services via the Los Angeles County Sheriff's Department. The City contracts for "dedicated law enforcement", which allows for a regular group of deputies to work in Paramount for extended periods. The Division also includes Aero Bureau services.

The Sheriff's Department provides approximately 42,000 man-hours of sworn police protection, 4,024 hours of traffic enforcement and supplemental patrol to address "quality of life" issues and crime prevention.

The City supplements law enforcement services by contracting dedicated services for a Deputy District Attorney and a Detective Bureau Consultant.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ -	-
Maintenance and Operations	9,489,300	9,595,850
Capital Outlay	39,900	-
Division Total	<u>\$ 9,529,200</u>	<u>9,595,850</u>

### Position Summary

Full-Time Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
Not Applicable			
Part-Time Positions	Hours FY 2022	Hours FY 2023	Change + or (-)
Not Applicable			

## Sworn Patrol

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Cellular Services	\$ 5,177	7,050	7,050
Professional/Technical	47,888	130,000	130,000
Rent/Lease of Equipment	-	27,500	38,500
Conferences/Meetings	2,365	3,700	3,700
Gasoline/Diesel Fuel	13,148	13,000	13,000
General Law Services	5,719,810	5,803,000	5,886,000
Special Assignment Officer	1,624,945	1,731,100	1,756,000
Sworn Supervision	531,126	591,800	616,000
Helicopter Services	11,517	30,000	30,000
Special Event Services	831,866	1,009,250	970,000
Deputy District Attorney	139,521	142,300	145,000
Community Promotion	2,371	600	600
Total Maint/Operations	8,929,734	9,489,300	9,595,850
Other Capital Equipment	55,457	39,900	-
Total Capital Outlay	55,457	39,900	-
- Division Total -	<u>\$ 8,985,191</u>	<u>9,529,200</u>	<u>9,595,850</u>

#### **Professional/Technical**

Youth activities league services	\$ 75,000
Detective Bureau specialist	50,000
Disturbance violation processing	5,000
	<u>\$ 130,000</u>

#### **General Law Services**

Patrol deputy (10 x 56 hrs / 2 x 40 hrs)

#### **Special Assignment Officer**

Special assignment officers

#### **Special Event Services**

Weekend patrol, probation sweeps, truancy sweeps, transit patrol, sobriety checkpoints, gang suppression, street racing

## Non-Sworn Patrol

The Division provides 14,560 hours of Community Service Officer and 2,080 hours of Community Service Officer supervision for non-sworn law enforcement activities, including operating the Paramount Sheriff's Station. The Community Service Officers represent about 15% of the law enforcement service level but they handle 30% of the calls for service. Community Service Officers respond to burglaries, grand thefts, identity thefts, petty thefts, bicycle thefts, auto thefts, recovered autos, found property, lost property, and parking enforcement.

The Division also provides 2,080 hours of crime analyst services in order to focus the Department's law enforcement activities, and 9,850 hours of Public Safety Assistant services to provide customer service assistance at the Paramount Station, and in-house fleet maintenance, and 2,080 hours of parking enforcement via the Parking Control Officer.

The Division also supervises a contract which provides 12,870 hours of crossing guard protection at 21 separate locations throughout the City.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ 1,407,950	1,557,450
Maintenance and Operations	326,050	349,600
Capital Outlay	50,450	43,000
Division Total	<u>\$ 1,784,450</u>	<u>1,950,050</u>

### Position Summary

Full-Time Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
Management Analyst II	1	1	-
Comm Svc Officer Super	1	1	-
Comm Service Officer	7	7	-
Parking Control Officer	1	1	-
Total Full-Time Positions	<u>10</u>	<u>10</u>	<u>-</u>
Part-Time Positions	Hours FY 2022	Hours FY 2023	Change + or (-)
Public Service Assistant	9,850	11,250	1,400
Total Part-Time Hours	<u>9,850</u>	<u>11,250</u>	<u>1,400</u>



## Non-Sworn Patrol

### Expenditure Detail

	Actual FY2021	Final FY 2022	Proposed FY 2023
Regular Salaries	\$ 603,476	563,350	637,750
Part-Time Pay	145,446	140,000	226,600
Full-Time Overtime	30,259	57,450	57,000
Longevity Pay	-	-	4,000
Leave Cash-Out	-	30,000	1,600
Bilingual Pay	-	4,900	8,850
Cellphone Allowance	-	3,500	6,000
Health Insurance	263,242	268,650	299,700
Life Insurance	1,717	1,250	1,400
Disability Insurance	3,047	3,350	4,050
Unemployment Insurance	8,195	6,650	4,750
Workers' Compensation	31,832	18,000	23,400
Medicare	11,074	11,650	13,700
Pers	300,475	299,200	268,650
<b>Total Salaries/Benefits</b>	<b>1,398,764</b>	<b>1,407,950</b>	<b>1,557,450</b>
Professional/Technical	-	288,650	312,200
Rent/Lease of Equipment	5,055	6,800	6,800
Conferences/Meetings	528	2,500	2,500
Equipment Maint Services	-	3,000	3,000
Gasoline/Diesel Fuel	10,680	17,600	17,600
Uniforms	6,183	7,500	7,500
<b>Total Maint/Operations</b>	<b>22,446</b>	<b>326,050</b>	<b>349,600</b>
Other Capital Equipment	-	26,000	8,000
Vehicles	27,447	24,450	35,000
<b>Total Capital Outlay</b>	<b>27,447</b>	<b>50,450</b>	<b>43,000</b>
<b>- Division Total -</b>	<b>\$ 1,448,657</b>	<b>1,784,450</b>	<b>1,950,050</b>

#### Professional/Technical

Crossing guard services

#### Rent/Lease of Equipment

Lease of mobile digital computers

#### Conferences/Meetings

CSO training	\$ 1,250
PSA staff training	1,250
	<u>\$ 2,500</u>

#### Equipment Maintenance Services

Repair of radios, parking cite machines, etc.

#### Other Capital Equipment

Parking citation electronic handheld

#### Vehicles

Speed radar trailers	\$ 24,000
Wrap for crime watch RV	11,000
	<u>\$ 35,000</u>

## Code Enforcement

The Code Enforcement Division enforces Building, Municipal, and Zoning Codes.

This Division responds to approximately 700 Citizen Service Requests per year related to property maintenance, zoning, and other code violations. This Division also conducts inspections and Public Nuisance Hearings. This year, the Division will conduct over 2,000 inspections. In addition, this Division prepares cases for the City Prosecutor's Office.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ 676,200	809,500
Maintenance and Operations	120,150	120,450
Capital Outlay	15,000	-
Division Total	<u>\$ 811,350</u>	<u>929,950</u>

### Position Summary

Full-Time Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
Sr. Code Enforcement Officer	1	1	-
Code Enforcement Officer	3	3	-
Office Assistant II	1	1	-
Total Full-Time Positions	<u>5</u>	<u>5</u>	<u>-</u>
Part-Time Positions	Hours FY 2022	Hours FY 2023	Change + or (-)
Code Enforcement Officer	1,300	2,808	1,508
Public Service Assistant	1,300	1,404	104
Total Part-Time Hours	<u>2,600</u>	<u>4,212</u>	<u>1,612</u>

## Code Enforcement

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Regular Salaries	\$ 268,105	303,200	361,950
Part-Time Pay	66,409	60,000	115,650
Full-Time Overtime	902	6,400	10,000
Leave Cash-Out	-	1,750	1,850
Bilingual Pay	-	900	1,350
Cellphone Allowance	-	1,000	3,000
Health Insurance	99,380	118,150	135,350
Life Insurance	632	650	800
Disability Insurance	1,371	1,750	2,250
Unemployment Insurance	4,164	3,050	2,500
Workers' Compensation	7,482	6,200	10,900
Medicare	4,733	5,450	7,200
Pers	141,716	167,700	156,700
<b>Total Salaries/Benefits</b>	<b>594,892</b>	<b>676,200</b>	<b>809,500</b>
Cellular Service	251	2,400	2,400
Printing/Reproduction	-	3,000	3,000
Office Supplies	425	1,100	1,100
Professional/Technical	11,922	15,300	15,650
Legal/Bond Services	79,293	85,000	85,000
Conferences/Meetings	1,782	3,250	4,000
Memberships	780	2,300	1,500
Gasoline/Diesel Fuel	1,618	4,000	4,000
Uniforms	-	3,800	3,800
<b>Total Maint/Operations</b>	<b>96,070</b>	<b>120,150</b>	<b>120,450</b>
Computer Equipment	3,611	-	-
Other Capital Equipment	-	15,000	-
<b>Total Capital Outlay</b>	<b>3,611</b>	<b>15,000</b>	<b>-</b>
<b>- Division Total -</b>	<b>\$ 694,573</b>	<b>811,350</b>	<b>929,950</b>

#### **Printing/Reproduction**

Parking citations	\$ 900
Administrative fee citations	800
Business cards	500
Red tags	500
Warning of violation notices	300
	<b>\$ 3,000</b>

#### **Professional/Technical**

Code enforcement software	\$ 7,650
Citation management administration	5,500
Parcel data mapping	2,500
	<b>\$ 15,650</b>

#### **Legal/Bond Services**

City Prosecutor services	\$ 80,000
Nuisance abatement	5,000
	<b>\$ 85,000</b>

## Support Services

The Public Safety Support Services Division includes expenditures for animal control provided by the Southeast Area Animal Control Authority; liaison with the Emergency Services Area "E" Disaster Services Board; parking citation data processing, appeals and fine collection and liaison with the Compton Municipal Court.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ -	-
Maintenance and Operations	557,050	589,900
Capital Outlay	-	-
Division Total	<u>\$ 557,050</u>	<u>589,900</u>

### Position Summary

Full-Time Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
Not Applicable			
Part-Time Positions	Hours FY 2022	Hours FY 2023	Change + or (-)
Not Applicable			

## Support Services

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Professional/Technical	\$ 253,577	257,200	259,250
Memberships	5,640	5,700	5,700
Animal Control Services	262,213	284,150	314,950
Other Public Safety Svcs	1,497	10,000	10,000
Total Maint/Operations	522,927	557,050	589,900
- Division Total -	\$ 522,927	557,050	589,900

#### Professional/Technical

LA Court parking citations	\$ 132,500
Parking citation review	74,350
Graffiti tracker	26,000
LA County District Attorney	15,000
Reverse 911 response system	11,400
	<u>\$ 259,250</u>

#### Memberships

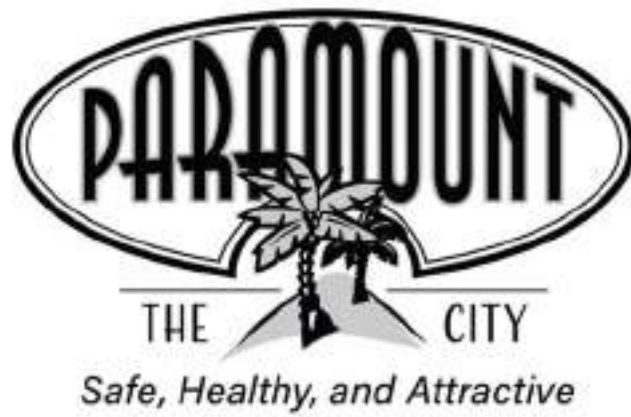
Area E membership

#### Animal Control Services

SEAACA contract	\$ 266,000
SEAACA - full canvass	30,350
SEAACA - administrative costs	7,600
SEAACA - licensing	10,450
Cat traps	300
License supplies	250
	<u>\$ 314,950</u>

#### Other Public Safety Services

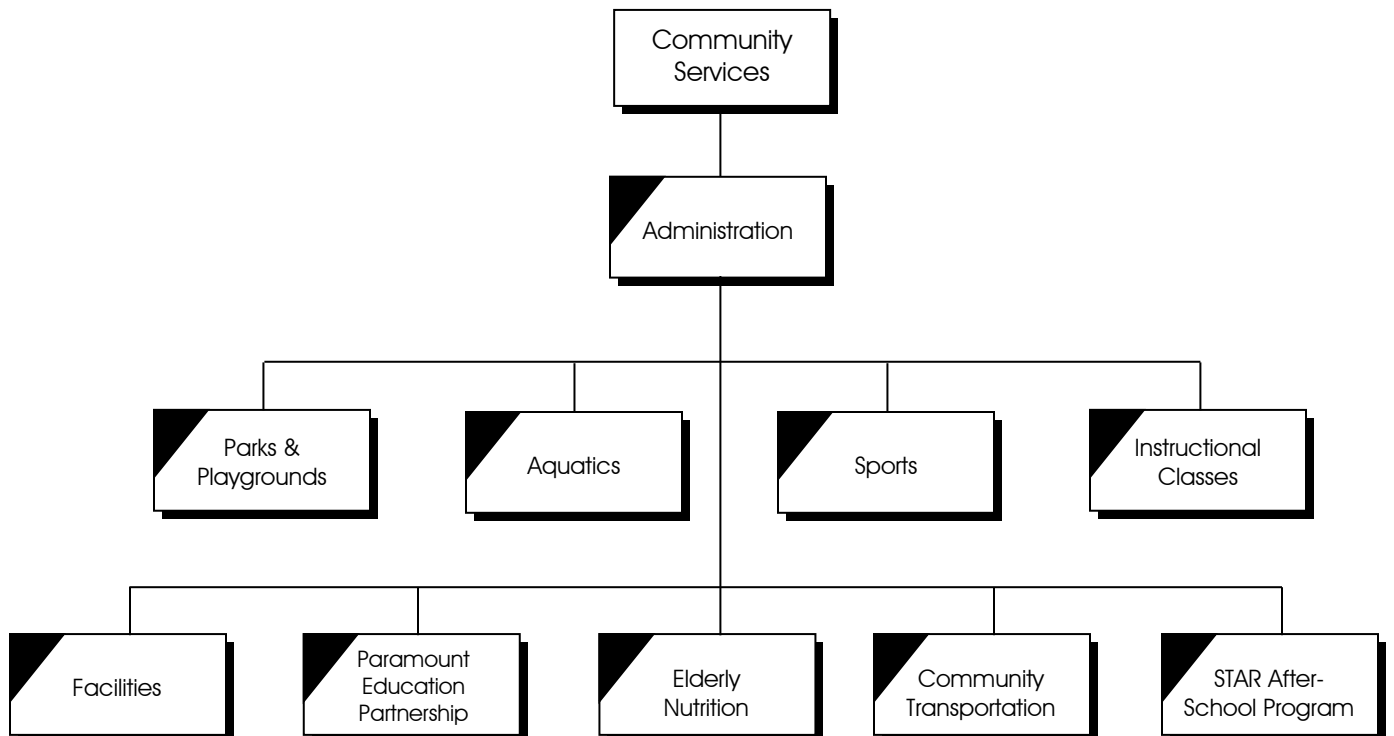
Prisoner detention services



# COMMUNITY SERVICES

The Community Services Department provides recreational, educational, cultural, and social opportunities for the community. Supervision and instruction are offered for after school programs, aquatic activities, sports field usage, organized athletic leagues, instructional classes, and summer camps. The department offers programs which provide senior citizens with nutritious meals, social activities, medical testing, tax assistance, and counseling. The department also supervises and schedules public meetings and athletic facilities, oversees capital improvements at City Parks, and administers the community transportation system.

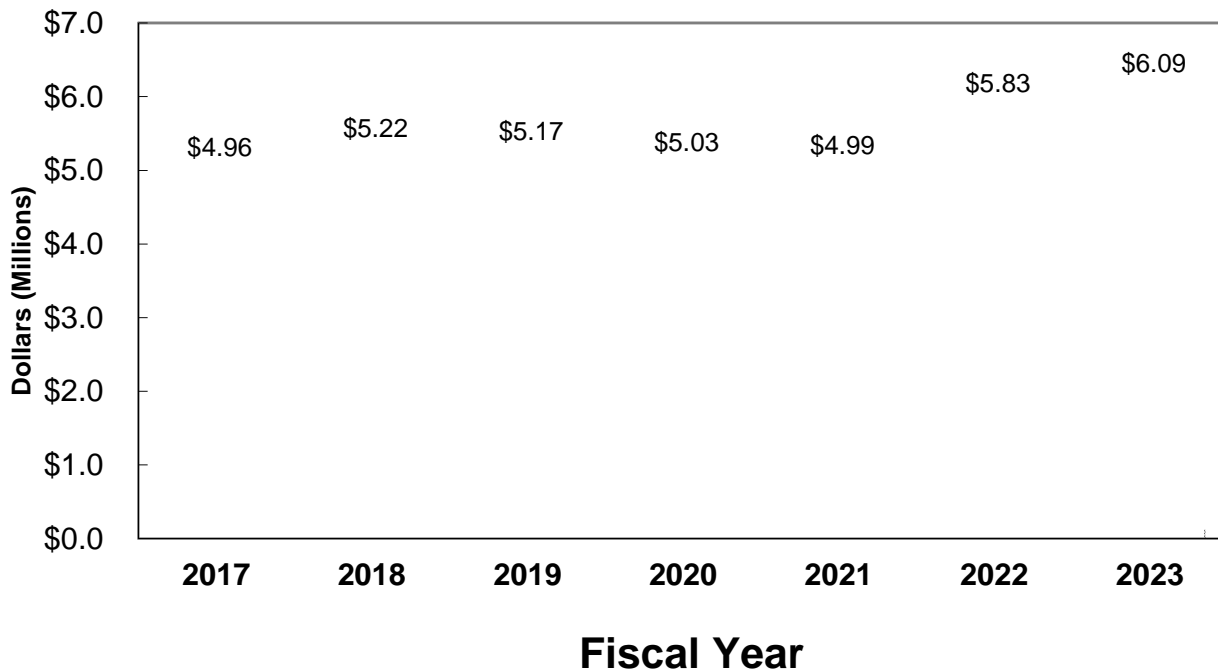
Below is a chart showing the department's activities. A department summary which combines all activities is shown on the next page. A detailed description of the activity can be found on the following pages.



# COMMUNITY SERVICES DEPARTMENT

2022-23 EXPENDITURE SUMMARY				
Division Name	Salary & Benefits	Maintenance & Operations	Capital Outlay	Total
Administration	\$ 691,950	225,300	-	917,250
Parks & Playgrounds	819,950	224,450	5,000	1,049,400
Aquatics	18,050	92,500	-	110,550
Sports	121,650	101,800	-	223,450
Instructional Classes	16,100	40,000	-	56,100
Facilities	175,600	21,900	3,100	200,600
Paramount Educ. Partnership	101,350	28,000	-	129,350
Elderly Nutrition	317,550	121,300	15,000	453,850
Community Transportation	-	524,600	-	524,600
STAR Afterschool Program	2,030,650	365,050	30,000	2,425,700
Total	\$ 4,292,850	1,744,900	53,100	6,090,850

## History of Expenditures

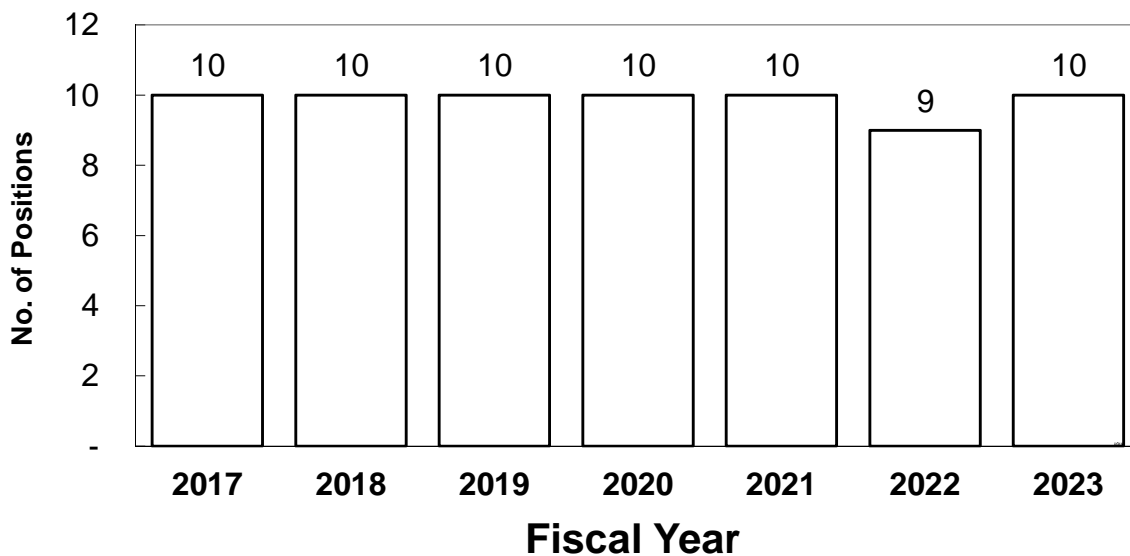




# COMMUNITY SERVICES DEPARTMENT

2022-23 POSITION SUMMARY			
<u>Full-Time Positions</u>	<u>Adopted FY 2022</u>	<u>Proposed FY 2023</u>	<u>Change + or (-)</u>
Community Services Director	1	1	-
Asst. Community Services Director	1	1	-
Senior Services Program Supervisor	1	1	-
Management Analyst	1	1	-
Community Services Supervisor	3	3	-
Community Services Specialist	1	1	-
Administrative Assistant	1	1	-
Office Assistant II	-	1	1
Total Number of Full-Time Positions	<u>9</u>	<u>10</u>	<u>1</u>
<u>Part-Time Positions</u>			
Total Number of Hours	136,012	127,725	(8,287)

## Full-Time Position Summary



## Community Services Administration

The Administration Division coordinates and supervises all departmental activities; prepares budget and staff reports; prepares and submits State and Federal grant proposals; and assists with the coordination and development of capital improvement projects.

The Division coordinates activities at the City's ten parks, thirteen playgrounds, various city and district athletic facilities, one skatepark one community pool, a zero-depth water play area at Orange Splash Zone, one gymnasium, five community centers; organized sports leagues; instructional classes; aquatic activities; special events; public meeting facilities; the Elderly Nutrition Program and senior services; the Paramount Education Partnership (PEP) and the Spane Park Learning Center; and the City's transit programs. The Division also coordinates youth league use of PUSD athletic fields and acts as a liaison for community groups and prepares agendas for the Parks and Recreation Commission, the Senior Services Commission, and the volunteer Paramount Youth Commission.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ 614,300	691,950
Maintenance and Operations	61,500	225,300
Capital Outlay	-	-
Division Total	<u>\$ 675,800</u>	<u>917,250</u>

### Position Summary

Full-Time Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
Director	1	1	-
Management Analyst	1	1	-
Administrative Assistant	1	1	-
Office Assistant II	-	1	1
Total Full-Time Positions	<u>3</u>	<u>4</u>	<u>1</u>
Part-Time Positions	Hours FY 2022	Hours FY 2023	Change + or (-)
Not Applicable			

## Community Services Administration

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Regular Salaries	\$ 308,051	318,650	375,000
Full Time Overtime	336	1,000	3,000
Longevity Pay	-	-	4,500
Leave Cash-Out	-	7,250	5,050
Bilingual Pay	-	750	1,350
Cellphone Allowance	-	1,050	-
Transportation Allowance	-	3,600	3,600
Health Insurance	85,775	92,800	122,150
Life Insurance	835	700	800
Disability Insurance	1,518	1,850	2,350
Unemployment Insurance	3,420	2,950	1,950
Workers' Compensation	9,359	3,500	3,550
Medicare	4,674	4,900	5,650
Pers	154,361	175,300	163,000
<b>Total Salaries/Benefits</b>	<b>568,329</b>	<b>614,300</b>	<b>691,950</b>
Cellular Services	2,131	1,900	4,100
Equipment Maintenance	2,130	4,600	4,600
Printing/Reproduction	15,015	16,000	18,000
Office Supplies	2,981	4,000	4,000
Professional/Technical	17,345	1,600	159,000
Rent/Lease of Equipment	19,273	25,300	22,000
Rent/Lease of Facilities	5,060	5,600	5,600
Mileage Reimbursement	3,750	-	-
Conferences/Meetings	75	1,350	6,850
Memberships	855	1,150	1,150
<b>Total Maint/Operations</b>	<b>68,615</b>	<b>61,500</b>	<b>225,300</b>
Office Equipment/Furniture	9,661	-	-
<b>Total Capital Outlay</b>	<b>9,661</b>	<b>-</b>	<b>-</b>
<b>- Division Total -</b>	<b>\$ 646,604</b>	<b>675,800</b>	<b>917,250</b>

#### **Printing/Reproduction**

Special event flyers/marketing

#### **Professional / Technical**

Park Master Plan design svcs	\$ 150,000
Eco-friendly tree planting demo	7,000
YMCA Youth Commission training svcs	2,000
	<b>\$ 159,000</b>

#### **Rent/Lease of Equipment**

Copier lease

#### **Rent/Lease of Facilities**

Southern California Edison property leases

## Parks and Playgrounds

The Parks & Playgrounds Division manages activities at the City's six major parks, three neighborhood parks, one mini-park and thirteen playgrounds.

Parks & Playgrounds operates a Summer Day Camp which provides recreation activities for youth during the summer break from school.

The Division also works in coordination with the Paramount Unified School District to operate a free summer food and recreation program at 14 school district sites during the summer.

The Division conducts annual special events such as the Eco-Friendly, Heritage Parade, Summer Concerts, Halloween Carnival, Tree Lighting, Santa Train, and Breakfast with Santa.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ 713,950	819,950
Maintenance and Operations	180,400	224,450
Capital Outlay	194,450	5,000
Division Total	<u>\$ 1,088,800</u>	<u>1,049,400</u>

### Position Summary

Full-Time Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
Community Svcs. Supervisor	2	3	1
Community Svcs. Specialist	1	1	-
Total Full-Time Positions	<u>3</u>	<u>4</u>	<u>1</u>
Part-Time Positions	Hours FY 2022	Hours FY 2023	Change + or (-)
Office Aide II	450	750	300
Recreation Coordinator	1,400	1,300	(100)
Recreation Facilities Aide	14,500	9,900	(4,600)
Total Part-Time Hours	<u>16,350</u>	<u>11,950</u>	<u>(4,400)</u>

## Parks and Playgrounds

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Regular Salaries	\$ 167,287	231,550	305,950
Part-Time Pay	268,390	230,000	229,550
Full-Time Overtime	-	8,100	5,000
Part-Time Overtime	190	-	-
Longevity Pay	-	-	500
Leave Cash-Out	-	1,850	2,950
Bilingual Pay	-	2,550	4,750
Cellphone Allowance	-	250	600
Health Insurance	78,870	96,250	117,850
Life Insurance	460	400	650
Disability Insurance	804	1,150	1,900
Unemployment Insurance	4,922	4,600	2,750
Workers' Compensation	11,856	12,000	13,900
Medicare	6,200	6,900	8,000
Pers	81,449	118,350	125,600
<b>Total Salaries/Benefits</b>	<b>620,428</b>	<b>713,950</b>	<b>819,950</b>
Professional/Technical	-	-	2,000
Gasoline/Diesel Fuel	4,585	6,200	7,000
Uniforms	14,050	14,150	14,150
Special Event Services	30,422	94,550	131,700
Recreation/Craft Supplies	21,157	28,000	28,500
Recreation Excursions	4,772	20,000	33,600
Food	2,148	7,500	7,500
Disaster Response	132,532	10,000	-
<b>Total Maint/Operations</b>	<b>209,667</b>	<b>180,400</b>	<b>224,450</b>
Other Capital Equipment	87,056	194,450	5,000
<b>Total Capital Outlay</b>	<b>87,056</b>	<b>194,450</b>	<b>5,000</b>
<b>- Division Total -</b>	<b>\$ 917,151</b>	<b>1,088,800</b>	<b>1,049,400</b>

#### **Part-Time Pay**

Includes HEY! summer food program (reimbursable)

#### **Special Event Services**

Breakfast with Santa	\$ 33,000
Halloween candies and supplies	24,000
Summer Concert series	20,500
Friday Night Paramount	12,800
1660 adult recreation events	10,000
Halloween Hootenanny	10,000
Photos with Easter Bunny	10,000
Haunted House	4,000
Santa House	2,400
Miscellaneous events	5,000
	<b>\$ 131,700</b>

#### **Professional/technical**

Movie night license

#### **Recreation/Craft Supplies**

Recreation supplies, park programs and events

#### **Recreation Excursions**

Summer Day Camp excursions

#### **Food**

Event and meeting supplies

#### **Other Capital Equipment**

6 ft tables & chairs

## Aquatics

The Aquatics Division provides structured and unstructured water activities at Paramount Pool under a contract with the Los Cerritos YMCA.

Through the YMCA, this Division offers swim instruction classes throughout the year for infants through adults at Paramount Pool. The YMCA also provides Recreation swim activities throughout the summer.

The City also provides unstructured water play at the Orange Splash Zone.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ 12,200	18,050
Maintenance and Operations	73,000	92,500
Capital Outlay	5,000	-
Division Total	<u>\$ 90,200</u>	<u>110,550</u>

### Position Summary

Full-Time Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
None			
Part-Time Positions	Hours FY 2022	Hours FY 2023	Change + or (-)
Recreation Leader	800	900	100
Total Part-Time Hours	<u>800</u>	<u>900</u>	<u>100</u>

## Aquatics

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Part-Time Pay	\$ 8,428	11,500	17,250
Unemployment Insurance	64	200	100
Workers' Compensation	209	300	450
Medicare	122	200	250
Total Salaries/Benefits	8,823	12,200	18,050
Professional/Technical	63,000	69,000	83,500
Recreation/Craft Supplies	2,399	4,000	4,000
Total Maint/Operations	65,399	73,000	92,500
Other Capital Equipment	7,399	5,000	-
Total Capital Outlay	7,399	5,000	-
- Division Total -	\$ 81,621	90,200	110,550

#### **Professional/Technical**

YMCA recreation swim contract services	\$	54,000
YMCA swim lesson contract services		26,500
Adaptive swim assistance		3,000
	\$	83,500

## Sports

The Sports Division provides the operation of a variety of youth sports leagues offered by non-profit youth sports organizations. This Division also schedules staffing to monitor jumper and shelter permits and assists with daily park and restroom closures, and open gym hours.

The Division supports the operation of the following youth leagues: Paramount Junior Athletic Assoc., Paramount Girls Softball, Paramount Youth Soccer Organization, YMCA basketball, Friday Night Lights flag football, and West Coast Rebels tackle football. The City also supports the Los Cerritos YMCA youth leagues such as futsal and basketball.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ 52,900	121,650
Maintenance and Operations	67,800	101,800
Capital Outlay	5,500	-
Division Total	<u>\$ 126,200</u>	<u>223,450</u>

### Position Summary

Full-Time Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
None			
Part-Time Positions	Hours FY 2022	Hours FY 2023	Change + or (-)
Recreation Assistant	1,300	1,300	-
Recreation Leader	3,412	4,700	1,288
Total Part-Time Hours	<u>4,712</u>	<u>6,000</u>	<u>1,288</u>



## Sports

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Part-Time Pay	\$ 62,972	50,200	115,550
Bilingual Pay	-	-	850
Unemployment Insurance	735	450	600
Workers' Compensation	1,612	1,500	2,950
Medicare	913	750	1,700
Total Salaries/Benefits	66,233	52,900	121,650
Professional/Technical	11,800	41,800	62,800
Facility Maint Supplies	805	4,000	4,000
Uniforms	9,823	10,000	17,000
Recreation/Craft Supplies	6,285	12,000	18,000
Total Maint/Operations	28,713	67,800	101,800
Other Capital Equipment	2,117	5,500	-
Total Capital Outlay	2,117	5,500	-
- Division Total -	\$ 97,062	126,200	223,450

#### **Professional/Technical**

Park Supervision services	\$ 40,000
YMCA contract services	10,000
Youth League auditor	8,000
Annual basketball court inspection	2,800
Paramount Cup referees	2,000
	\$ 62,800

#### **Facility Maintenance Supplies**

Gym maintenance and youth league supplies

#### **Uniforms**

Staff uniforms

## Instructional Classes

The Instructional Classes Division offers recreational and instructional activities.

This Division provides instructional classes for toddlers and preschool age children through "Mommy & Me" programming at the Mariposa Center.

This Division also provides support to the City's special needs community through the adaptive recreation program. This program provides social and educational opportunities for children and families through events and classes.

The Division also provides contract instruction to residents in a variety of classes ranging from art and dance to martial arts.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ 5,300	16,100
Maintenance and Operations	35,800	40,000
Capital Outlay	-	-
Division Total	<u>\$ 41,100</u>	<u>56,100</u>

### Position Summary

Full-Time Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
None			
Part-Time Positions	Hours FY 2022	Hours FY 2023	Change + or (-)
Recreation Leader	800	800	-
Total Part-Time Hours	<u>800</u>	<u>800</u>	<u>-</u>

## Instructional Classes

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Part-Time Pay	\$ 3,451	5,000	15,350
Unemployment Insurance	-	50	100
Workers' Compensation	129	150	400
Medicare	50	100	250
Total Salaries/Benefits	3,630	5,300	16,100
Recreation/Craft Supplies	3,769	10,000	10,000
Contract Class Instructors	4,552	22,500	26,000
Recreation Excursion	-	1,100	1,500
Food	-	2,200	2,500
Total Maint/Operations	8,321	35,800	40,000
- Division Total -	\$ 11,951	41,100	56,100

#### **Recreation/Craft Supplies**

Arts/craft supplies, toys, instructional supplies

#### **Contract Class Instructors**

Contract instructors for instructional classes

## Facilities

The Facilities Division provides maintenance and supervision of scheduled activities at the City's major meeting facilities which includes Progress Plaza and the Mariposa Center, Paramount Park Community Center, Spane Learning Center, and the Clearwater Building.

The Division prepares and supervises facility use and provides primary maintenance and cleaning of the facilities.

The Division also assists with annual special events such as the Halloween Carnival, Tree Lighting, Breakfast with Santa, and Senior Thanksgiving Dinner.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ 152,600	175,600
Maintenance and Operations	20,900	21,900
Capital Outlay	84,300	3,100
Division Total	<u>\$ 257,800</u>	<u>200,600</u>

### Position Summary

Full-Time Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
Senior Recreation Supervisor	-	-	-
Recreation Assistant	-	-	-
Total Full-Time Positions	<u>-</u>	<u>-</u>	<u>-</u>
Part-Time Positions	Hours FY 2022	Hours FY 2023	Change + or (-)
Recreation Coordinator	2,600	2,600	-
Recreation Leader	4,250	6,000	1,750
Total Part-Time Hours	<u>6,850</u>	<u>8,600</u>	<u>1,750</u>

## Facilities

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Regular Salaries	\$ 48,597	-	-
Part-Time Pay	95,338	145,000	167,200
Bilingual Pay	-	200	850
Cellphone Allowance	-	50	-
Health Insurance	19,931	-	-
Life Insurance	132	-	-
Disability Insurance	234	-	-
Unemployment Insurance	1,302	1,250	850
Workers' Compensation	5,006	4,000	4,250
Medicare	2,060	2,100	2,450
Pers	21,512	-	-
Total Salaries/Benefits	194,112	152,600	175,600
Professional/Technical	1,712	8,500	8,500
Equipment Maint Supplies	3,889	3,900	3,900
Household Supplies	3,408	4,500	5,500
Equipment Maint Services	-	4,000	4,000
Total Maint/Operations	9,010	20,900	21,900
Other Capital Equipment	15,004	84,300	3,100
Total Capital Outlay	15,004	84,300	3,100
- Division Total -	\$ 218,125	257,800	200,600

#### **Professional/Technical**

Facility use services

#### **Equipment Maintenance Supplies**

Existing equipment maintenance/supplies

#### **Equipment Maintenance Services**

Equipment repair contingency

#### **Other Capital Equipment**

Industrial coffee machine at Plaza

## Paramount Education Partnership Program

This Division provides the vital connection between continuing education and future economic success for all residents through the Paramount Education Partnership (PEP) program.

This Division operates the City's learning center at Spane Park during the school year and provides collaborative educational opportunities for the community through partnerships with PUSD, Long Beach State, Cerritos College and other parties.

This Division also provides the administration and coordination of the non-profit PEP Scholarship program and provides the administrative support to the non-profit Paramount Education Partnership Board that oversees the funds donated by the community to the PEP Scholarship Program.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ 154,750	101,350
Maintenance and Operations	30,000	28,000
Capital Outlay	27,700	-
Division Total	<u>\$ 212,450</u>	<u>129,350</u>

### Position Summary

Full-Time Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
Community Svcs. Supervisor	1	-	(1)
Total Full-Time Positions	<u>1</u>	<u>-</u>	<u>(1)</u>
Part-Time Positions	Hours FY 2022	Hours FY 2023	Change + or (-)
Recreation Coordinator	2,150	2,100	(50)
Recreation Facilities Aide	3,650	2,700	(950)
Total Part-Time Hours	<u>5,800</u>	<u>4,800</u>	<u>(1,000)</u>

## Paramount Education Partnership Program

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Regular Salaries	\$ 81,349	42,650	-
Part-Time Pay	561	55,000	96,100
Leave Cash-Out	-	10,000	-
Bilingual Pay	-	300	850
Cellphone Allowance	-	50	-
Health Insurance	36,988	20,000	-
Life Insurance	232	100	-
Disability Insurance	412	250	-
Unemployment Insurance	797	1,250	500
Workers' Compensation	3,853	3,050	2,450
Medicare	1,125	1,550	1,450
Pers	44,187	20,550	-
Total Salaries/Benefits	<u>169,505</u>	<u>154,750</u>	<u>101,350</u>
Printing/Reproduction	-	2,000	-
Office Supplies	276	-	-
Equipment Maint Supplies	403	3,000	3,000
Special Event Services	-	15,000	15,000
Recreation/Craft Supplies	2,550	6,000	6,000
Food	-	4,000	4,000
Total Maint/Operations	<u>3,229</u>	<u>30,000</u>	<u>28,000</u>
Computer Equipment	-	27,700	-
Total Capital Outlay	<u>-</u>	<u>27,700</u>	<u>-</u>
- Division Total -	<u><u>\$ 172,734</u></u>	<u><u>212,450</u></u>	<u><u>129,350</u></u>

#### **Special Event Services**

PEP Sponsorship Event

#### **Recreation/Craft Supplies**

PEP supplies

## Elderly Nutrition

The Elderly Nutrition Program provides nutritionally balanced meals to senior adults in group settings and home delivered meals to home-bound seniors. This service is provided through a contract with Human Services Association.

The Division serves approximately 46,000 nutritionally balanced meals during the year. Approximately 26,000 of these meals are served in a group setting while another 20,000 meals are home delivered to home-bound seniors throughout the year. Over 3,000 participants take part in social and educational activities such as exercise classes, bingo, craft classes, art, movie days and excursions.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ 287,300	317,550
Maintenance and Operations	110,800	121,300
Capital Outlay	13,100	15,000
Division Total	<u>\$ 411,200</u>	<u>453,850</u>

### Position Summary

Full-Time Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
Senior Svcs. Prog. Supervisor	1	1	-
Part-Time Positions	Hours FY 2022	Hours FY 2023	Change + or (-)
Recreation Coordinator	1,300	1,300	-
Recreation Leader	4,100	2,150	(1,950)
Office Assistant I	2,600	2,600	-
Total Part-Time Hours	<u>8,000</u>	<u>6,050</u>	<u>(1,950)</u>



## Elderly Nutrition

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Regular Salaries	\$ 46,258	92,750	98,900
Part-Time Pay	59,022	92,000	118,400
Leave Cash-Out	-	2,100	2,200
Bilingual Pay	-	1,000	2,200
Health Insurance	19,323	36,800	38,700
Life Insurance	131	200	250
Disability Insurance	234	550	650
Unemployment Insurance	1,643	1,700	1,150
Workers' Compensation	2,293	4,050	5,600
Medicare	1,495	2,750	3,250
Pers	28,759	53,400	46,250
<b>Total Salaries/Benefits</b>	<b>159,159</b>	<b>287,300</b>	<b>317,550</b>
Printing/Reproduction	-	4,000	4,000
Office Supplies	328	-	-
Professional/Technical	55,556	59,400	59,900
Equipment Maint Supplies	576	4,000	4,000
Comm Promo Supplies	8,504	10,000	16,000
Contract Class Instructors	2,625	12,000	14,000
Recreation Excursions	40	14,000	16,000
Food-Senior Citizen	311	7,400	7,400
<b>Total Maint/Operations</b>	<b>67,941</b>	<b>110,800</b>	<b>121,300</b>
Other Capital Equipment	-	13,100	15,000
<b>Total Capital Outlay</b>	<b>-</b>	<b>13,100</b>	<b>15,000</b>
<b>- Division Total -</b>	<b>\$ 227,100</b>	<b>411,200</b>	<b>453,850</b>

#### Printing/Reproduction

Flyers, home delivery, special events

#### Professional/Technical

Meal supplement	\$ 55,400
Laundry services	4,500
	<u>\$ 59,900</u>

#### Community Promotion Supplies

Senior special event decorations, supplies	\$ 13,000
55+ Senior fitness programs	3,000
	<u>\$ 16,000</u>

#### Contract Class Instructors

Senior program services

#### Food-Senior Citizen Program

Coffee supplies	\$ 5,400
Meal upgrades	2,000
	<u>\$ 7,400</u>

#### Other Capital Equipment

Stovetop oven

## Community Transportation

The Community Transportation Division administers the City's various transit programs. The City contracts with Long Beach Transit to provide fixed route bus services in town. The City also contracts with Fiesta Taxi to provide out-of-town medical transit trips for the elderly and disabled. Fiesta Taxi also provides in-town services for the elderly and disabled for trips to the City's Senior Center, government offices, shopping centers, and medical offices.

The Division also provides transit services for college-age residents through the Paramount University Pass program that provides free use of Long Beach Transit and Metro bus lines traveling to area colleges & universities.

The Division also provides support for various recreation transit needs.

This Division is funded through Proposition A Transit Tax Funds.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ -	-
Maintenance and Operations	490,750	524,600
Capital Outlay	-	-
Division Total	<u>\$ 490,750</u>	<u>524,600</u>

### Position Summary

Full-Time Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
Not Applicable			
Part-Time Positions	Hours FY 2022	Hours FY 2023	Change + or (-)
Not Applicable			

## Community Transportation

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Professional/Technical	\$ 444,145	475,750	499,600
Recreation Excursions	-	15,000	25,000
Total Maint/Operations	444,145	490,750	524,600
- Division Total -	\$ 444,145	490,750	524,600

#### **Professional/Technical**

Long Beach Transit contract	\$ 448,000
Taxi system	50,000
Taxi admin services	1,600
	\$ 499,600

#### **Recreation Excursions**

City excursions

## STAR After-School Program

The Success Through Academics and Recreation (STAR) Division operates a free after-school enrichment program at 11 elementary and 4 middle schools in the Paramount Unified School District. The STAR division is funded through a grant from the State of California Department of Education.

The STAR program infuses a healthy mix of physical activity, literacy instruction and homework help. The STAR program begins at the end of every school day and ends at 6:00 p.m. It operates 180 days each school year and serves approximately 1,600 students.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ 1,406,800	2,030,650
Maintenance and Operations	890,500	365,050
Capital Outlay	135,000	30,000
Division Total	<u>\$ 2,432,300</u>	<u>2,425,700</u>

### Position Summary

	Positions FY 2022	Positions FY 2023	Change + or (-)
<b>Full-Time Positions</b>			
Assistant CSR Director	1	1	-
Total Full-Time Positions	<u>1</u>	<u>1</u>	<u>-</u>
	Hours FY 2022	Hours FY 2023	Change + or (-)
<b>Part-Time Positions</b>			
Star Program Assistant	3,900	2,600	(1,300)
Star Program Coordinator	14,800	16,650	1,850
Star Program Leader	74,000	69,375	(4,625)
Total Part-Time Hours	<u>92,700</u>	<u>88,625</u>	<u>(4,075)</u>

## STAR After-School Program

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Regular Salaries	\$ 120,251	123,150	132,250
Part-Time Pay	1,456,173	1,100,000	1,692,900
Leave Cash-Out	-	-	2,950
Bilingual Pay	-	6,200	16,450
Cellphone Allowance	-	50	900
Health Insurance	43,265	44,950	43,450
Life Insurance	248	300	300
Disability Insurance	627	750	850
Unemployment Insurance	22,786	9,950	9,150
Workers' Compensation	33,492	32,300	42,900
Medicare	22,814	17,850	26,800
Pers	67,531	71,300	61,750
<b>Total Salaries/Benefits</b>	<b>1,767,187</b>	<b>1,406,800</b>	<b>2,030,650</b>
Telephone/Internet Services	13,632	20,750	20,750
Printing/Reproduction	5,368	15,000	10,000
Professional/Technical	7,250	30,000	30,000
Personnel Services	5,853	10,000	10,000
Uniforms	31,797	50,000	30,000
Recreation/Craft Supplies	231,605	754,750	254,300
Food	1,922	10,000	10,000
Disaster Response	25,000	-	-
<b>Total Maint/Operations</b>	<b>322,427</b>	<b>890,500</b>	<b>365,050</b>
Office Equipment/Furniture	586	25,000	10,000
Computer Equipment	54,360	60,000	10,000
Other Capital Equipment	26,598	50,000	10,000
<b>Total Capital Outlay</b>	<b>81,544</b>	<b>135,000</b>	<b>30,000</b>
<b>- Division Total -</b>	<b>\$ 2,171,158</b>	<b>2,432,300</b>	<b>2,425,700</b>

#### **Telephone/Internet Services**

Cell phones for administration, site coordinators and program supervisors

#### **Professional/Technical**

Contract services for K-5/middle school programs

#### **Office Equipment/Furniture**

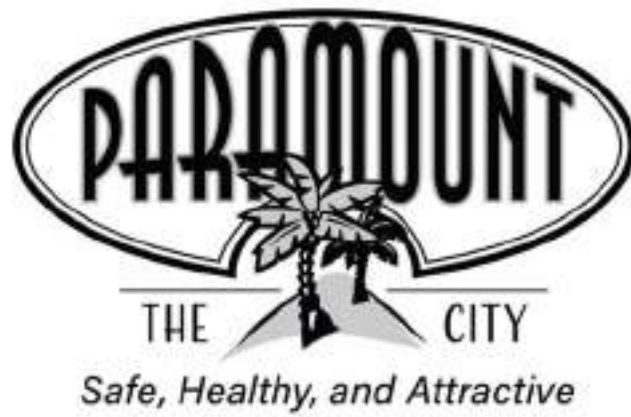
Replacement equipment/furniture

#### **Computer Equipment**

Computer equipment

#### **Other Capital Equipment**

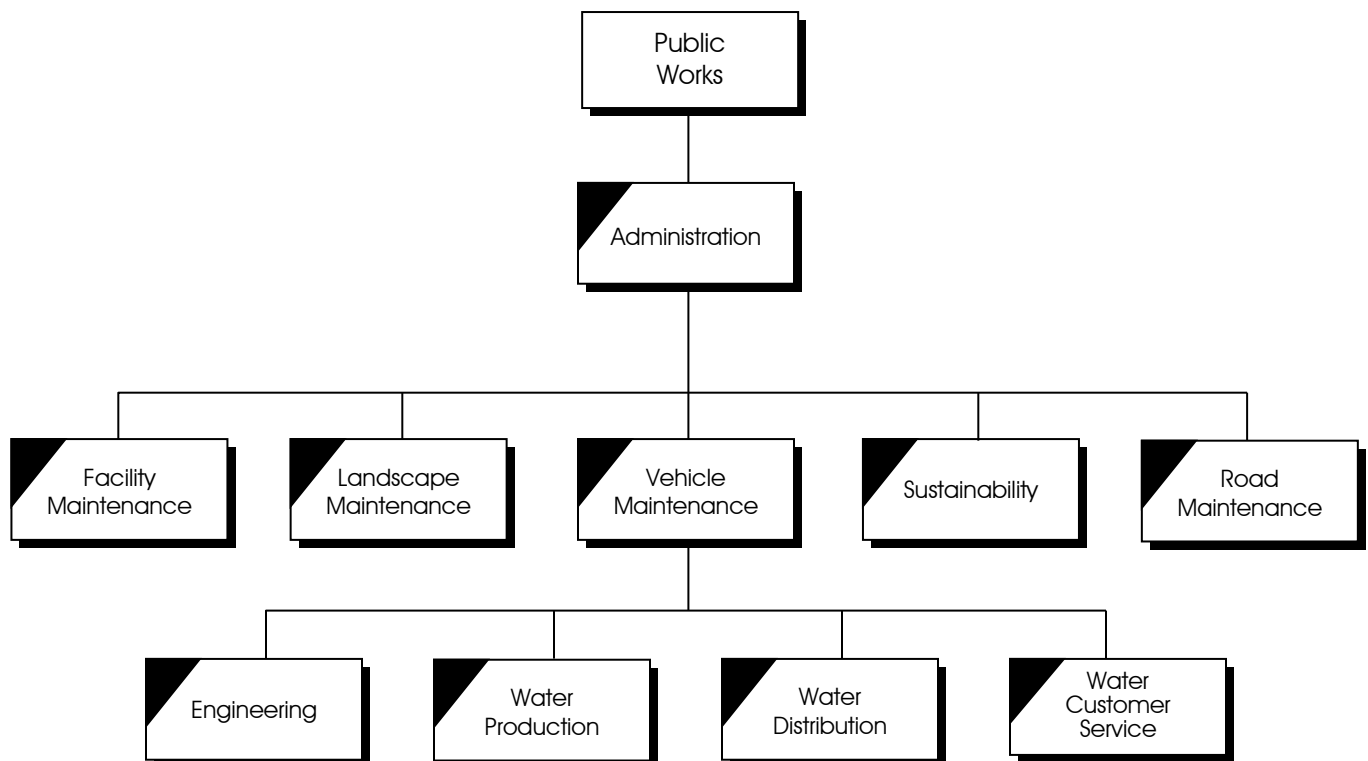
Site equipment



# PUBLIC WORKS

The Public Works Department is responsible for maintaining all City-owned facilities, substructures, streets, and land. The department maintains 72 miles of streets and alleys, a fleet of about 75 vehicles and over 100 pieces of major equipment, 3 water production sites, 126 miles of water distribution and transmission lines, 7,500 water meters, approximately 71 acres of parkland and landscaped traffic medians, approximately 12,000 trees and 9 City facilities.

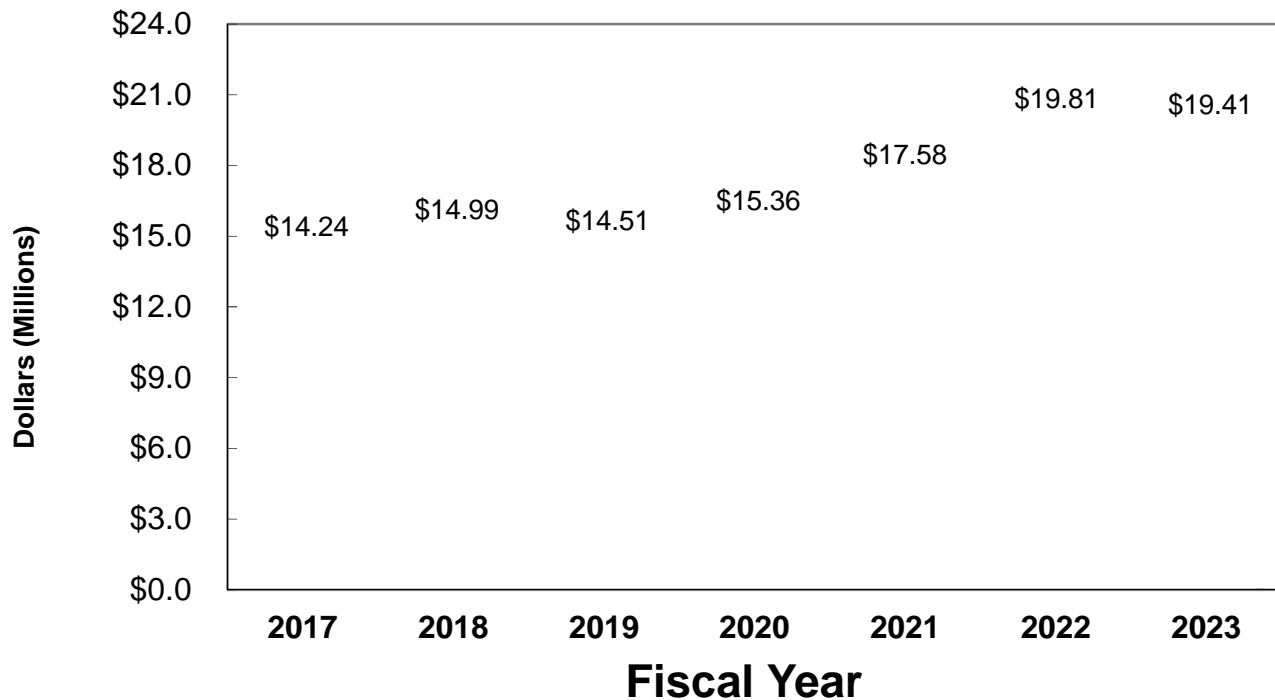
Below is a chart showing the department's activities. A department summary combining all activities is shown on the next page. A detailed description of the activity can be found on the following pages.



# PUBLIC WORKS DEPARTMENT

2022-23				
EXPENDITURE SUMMARY				
<u>Division Name</u>	<u>Salary &amp; Benefits</u>	<u>Maintenance &amp; Operations</u>	<u>Capital Outlay</u>	<u>Total</u>
Administration	\$ 1,010,150	1,098,750	14,000	2,122,900
Facility Maintenance	1,106,050	895,800	25,000	2,026,850
Landscape Maintenance	1,368,500	1,332,600	6,000	2,707,100
Vehicle Maintenance	-	717,800	-	717,800
Sustainability	230,600	380,050	-	610,650
Road Maintenance	552,600	1,362,350	599,000	2,513,950
Engineering	-	469,350	-	469,350
Water Production	550,250	5,165,700	60,500	5,776,450
Water Distribution	695,250	1,428,950	-	2,124,200
Water Customer Service	232,450	109,350	-	341,800
Total	<u>\$ 5,745,850</u>	<u>12,960,700</u>	<u>704,500</u>	<u>19,411,050</u>

## History of Expenditures

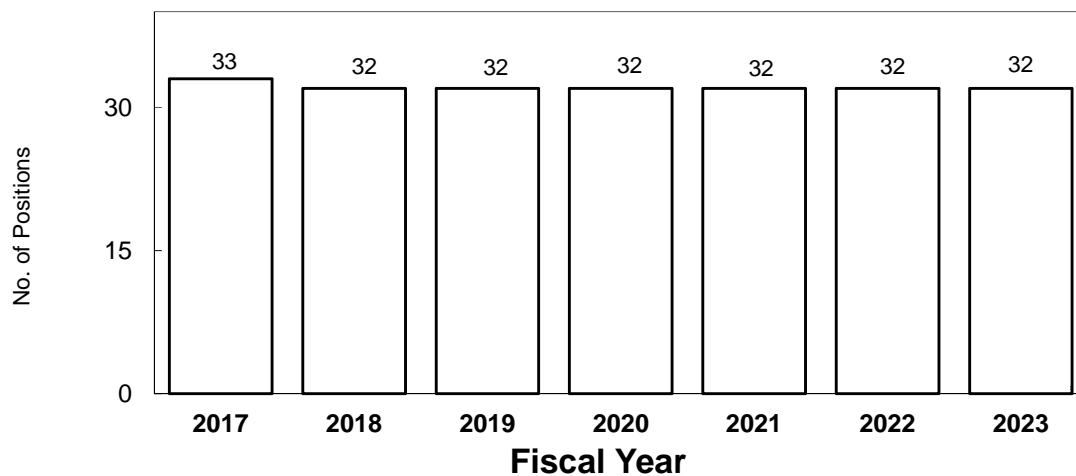




# PUBLIC WORKS DEPARTMENT

2022-23 POSITION SUMMARY			
<u>Full-Time Positions</u>	<u>Adopted FY 2022</u>	<u>Proposed FY 2023</u>	<u>Change + or (-)</u>
Public Works Director	1	1	-
Assistant Public Works Director	1	1	-
Water Superintendent	1	1	-
Public Works Operations Manager	1	1	-
Public Works Manager	1	1	-
Water Supervisor	1	1	-
Maintenance Supervisor	2	2	-
Warehouse Attendant	1	1	-
Senior Maintenance Worker	6	6	-
Senior Water Operator	3	3	-
Administrative Assistant	1	1	-
Maintenance Worker	8	8	-
Water Operator	4	4	-
Office Assistant II	1	1	-
Total Number of Full-Time Positions	<u>32</u>	<u>32</u>	<u>-</u>
<u>Part-Time Positions</u>			
Total Number of Hours	40,300	40,300	-

## Full-Time Position Summary



## Public Works Administration

The Administration Division sets policies and standards for the upkeep, maintenance, and repair of all public infrastructure improvements and systems, including water production and delivery, road maintenance, park and building maintenance, vehicle and equipment maintenance, and contract management.

The Division prepares and monitors the department's budget and performance standards, and prepares special reports for the City Council and the Public Works Commission. The Division establishes goals, policies and procedures; provides long range public works planning; and conducts employee safety training.

The Division also coordinates the department's response to over 2,000 citizen requests each year.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ 1,227,900	\$ 1,010,150
Maintenance and Operations	1,120,350	1,098,750
Capital Outlay	5,000	14,000
Division Total	<u>\$ 2,353,250</u>	<u>2,122,900</u>

### Position Summary

Full-Time Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
Director	1	1	-
Assistant Director	1	1	-
PW Operations Manager	1	-	(1)
Public Works Manager	1	1	-
Administrative Assistant	1	1	-
Office Assistant II	1	1	-
Total Full-Time Positions	<u>6</u>	<u>5</u>	<u>(1)</u>
Part-Time Positions	Hours FY 2022	Hours FY 2023	Change + or (-)
PW Intern	1,300	-	(1,300)
Total Part-Time Hours	<u>1,300</u>	<u>-</u>	<u>(1,300)</u>

## Public Works Administration

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Regular Salaries	\$ 624,790	590,550	531,200
Part-Time Pay	-	11,900	-
Longevity Pay	-	-	2,500
Leave Cash-Out	-	2,100	2,650
Bilingual Pay	-	2,700	2,700
Cellphone Allowance	-	5,500	2,400
Transportation Allowance	-	3,600	3,600
Health Insurance	191,585	207,350	167,300
Life Insurance	1,633	1,250	1,150
Disability Insurance	3,034	3,400	3,350
Unemployment Insurance	6,047	5,400	2,750
Workers' Compensation	22,476	13,150	6,600
Medicare	9,103	8,850	7,950
Pers	316,560	338,650	247,500
Pers Contributions (GASB 68)	9,656	33,500	28,500
<b>Total Salaries/Benefits</b>	<b>1,184,883</b>	<b>1,227,900</b>	<b>1,010,150</b>
Cellular Services	12,421	6,600	2,400
Printing/Reproduction	709	1,000	1,000
Office Supplies	2,459	2,800	2,800
Postage Expense	-	200	200
Publications	39	300	300
Professional/Technical	914,003	895,000	866,000
Financial Services	4,000	4,000	4,000
Engineer Services	57,014	135,000	150,000
Rent/Lease of Equipment	2,122	2,450	2,450
Mileage Reimbursement	3,750	3,600	-
Conferences/Meetings	1,950	6,000	6,000
Memberships	18,717	26,000	26,000
Bad Debt Expense	-	5,000	5,000
Equipment Maint Supplies	551	800	800
Uniforms	171	1,300	1,500
Safety Services/Supplies	4,135	4,800	4,800
Hazardous Waste Supplies	27,172	25,000	25,000
Vehicle Maint Services	-	500	500
<b>Total Maint/Operations</b>	<b>1,049,213</b>	<b>1,120,350</b>	<b>1,098,750</b>
Office Equipment/Furniture	-	5,000	-
Computer Equipment	-	-	14,000
<b>Total Capital Outlay</b>	<b>-</b>	<b>5,000</b>	<b>14,000</b>
<b>- Division Total -</b>	<b>\$ 2,234,096</b>	<b>2,353,250</b>	<b>2,122,900</b>

#### Printing/Reproduction

Blueprint reproduction

#### Professional/Technical

Water administrative reimbursement	\$ 850,000
Water service legal fees	1,000
GoGov work order access fee	15,000
	<b>\$ 866,000</b>

#### Financial services

Water department financial audit

#### Engineer Services

Water Master Plan	\$ 100,000
Water on-call engineering	50,000
	<b>\$ 150,000</b>

#### Conferences/Meetings

State required continuing education	\$ 1,800
Education reimbursement	1,800
Miscellaneous conferences	2,400
	<b>\$ 6,000</b>

#### Memberships

Gateway IRMWPA JPA	\$ 15,000
Southeast Water Coalition	10,000
California Parks & Recreation Society	300
MMASC	300
American Public Works Association	200
American Water Works Association	200
	<b>\$ 26,000</b>

#### Hazardous Waste Supplies

Hazardous waste removal, absorbent, steel drums, containment booms

#### Computer Equipment

Large format printer

## Facility Maintenance

The Facility Maintenance Division maintains approximately 130,000 square feet of building space, including structures at City Hall, Paramount Park, Progress Park, Spane Park, the City Maintenance Yard, Firehouse Activity Center, Dills Park, Orange Splash Zone, All-American Park, six public fountains, one public swimming pool and various art pieces throughout the City.

The Division performs all of the City's routine carpentry work including the installation of doors, windows and walls; fabrication of signs; construction of structures for special City events, such as stages and booths; construction of small storage and utility sheds; painting of all City buildings; repair of ceilings and roofs; and restoration of office furniture.

The Division also repairs and maintains the City's radio, public address, air conditioning, heating, lighting and plumbing systems.

The Division is also responsible for daily removal of graffiti city wide.

The Division repairs plumbing leaks and cleans clogged sewer lines and eliminates other plumbing problems for the City's 35 restrooms and 50 drinking fountains. In addition, on a daily basis, the Division monitors the chemical composition of the water at City pools and checks for malfunctioning equipment at City pools and fountains.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ 1,046,050	1,106,050
Maintenance and Operations	915,500	895,800
Capital Outlay	52,000	25,000
Division Total	<u>\$ 2,013,550</u>	<u>2,026,850</u>

### Position Summary

Full-Time Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
Maintenance Supervisor	1	1	-
Sr Maintenance Worker	2	2	-
Warehouse Attendant	1	1	-
Maintenance Worker	2	2	-
Total Full-Time Positions	<u>6</u>	<u>6</u>	<u>-</u>
Part-Time Positions	Hours FY 2022	Hours FY 2023	Change + or (-)
Maintenance Aide	13,000	13,000	-
Total Part-Time Hours	<u>13,000</u>	<u>13,000</u>	<u>-</u>

## Facility Maintenance

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Regular Salaries	\$ 366,553	375,350	410,150
Part-Time Pay	118,552	195,850	248,850
Full-Time Overtime	9,332	22,250	19,500
Longevity Pay	-	-	2,000
Leave Cash-Out	-	450	1,750
Bilingual Pay	-	2,600	2,600
Cellphone Allowance	-	3,000	3,600
Health Insurance	166,841	173,300	174,350
Life Insurance	966	800	900
Disability Insurance	1,742	2,150	2,550
Unemployment Insurance	5,313	4,950	3,450
Workers' Compensation	43,211	59,450	52,850
Medicare	6,917	8,700	10,000
Pers	176,047	197,200	173,500
<b>Total Salaries/Benefits</b>	<b>895,472</b>	<b>1,046,050</b>	<b>1,106,050</b>
Professional/Technical	57,448	44,400	47,300
Nuisance Abatement	-	16,000	2,000
Rent/Lease of Equipment	75,661	44,900	56,900
Conferences/Meetings	759	850	850
Facility Maint Supplies	172,533	229,000	215,000
Household Supplies	26,561	40,000	40,000
Uniforms	7,236	7,000	8,400
Graffiti Supplies	91,588	95,000	95,000
Facility Maint Services	256,681	260,000	250,000
Janitorial Services	115,026	159,350	170,350
Small Tools/Instruments	1,350	2,000	2,000
Facility Flags	2,974	4,000	5,000
Disaster Response	97,747	13,000	3,000
<b>Total Maint/Operations</b>	<b>905,563</b>	<b>915,500</b>	<b>895,800</b>
Other Capital Equipment	28,855	52,000	25,000
Vehicles	57,240	-	-
<b>Total Capital Outlay</b>	<b>86,094</b>	<b>52,000</b>	<b>25,000</b>
<b>- Division Total -</b>	<b>\$ 1,887,130</b>	<b>2,013,550</b>	<b>2,026,850</b>

#### Professional/Technical

Security system maintenance

#### Rent/Lease of Equipment

Graffiti truck	\$ 32,000
Stakebed truck	13,000
Combination truck	11,900
	<b>\$ 56,900</b>

#### Facility Maintenance Supplies

Lumber, windows, fences, building repairs, paint, general maintenance, furniture projects, pool supplies, electrical and plumbing supplies, vandalism repairs

#### Household Supplies

Paper products, janitorial supplies

#### Graffiti Supplies

Paint and paint supplies, sandblasting, cleaning compounds

#### Facility Maintenance Services

HVAC Services	\$ 60,000
Lighting/Electrical services	25,000
Fountain services	15,000
Plumbing services	15,000
Fence repairs	15,000
Pest control	13,000
Elevator maintenance/permits	11,000
Pool services	10,000
Roof repairs	6,000
Door/Gate repairs	5,000
Community Center kitchen services	4,000
Gym equipment services	2,000
Fire protection services	2,000
Generator permits/services	2,000
Emergency repairs	50,000
Miscellaneous repairs	15,000
	<b>\$ 250,000</b>

#### Other Capital Equipment

Christmas train replacement generator

## Landscape Maintenance

The Landscape Maintenance Division maintains 50 acres of park turf and 15 acres of landscaped traffic medians, setbacks and other areas. The maintenance of these areas requires edging, irrigation, mowing, aerating and fertilization of turf. Additionally, trash, leaves and graffiti are removed from parks on a daily basis.

In an average year, this division plants 3,500 shrubs, sows 1,500 pounds of grass seed, spreads 6,600 pounds of fertilizer and sprays 50 gallons of insecticide and herbicide.

The Division is also responsible for monitoring the City's tree trimming and median mowing contracts, maintenance of all trees located in City parks, and installing and replacing over 50 street banners each year to advertise major community events.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ 1,296,600	1,368,500
Maintenance and Operations	1,090,500	1,332,600
Capital Outlay	<u>11,000</u>	<u>6,000</u>
Division Total	<u>\$ 2,398,100</u>	<u>2,707,100</u>

### Position Summary

Full-Time Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
Maintenance Supervisor	1	1	-
Sr Maintenance Worker	2	2	-
Maintenance Worker	<u>4</u>	<u>4</u>	<u>-</u>
Total Full-Time Positions	<u>7</u>	<u>7</u>	<u>-</u>
Part-Time Positions	Hours FY 2022	Hours FY 2023	Change + or (-)
Maintenance Aide	18,200	18,200	-
Public Service Assistant	<u>1,300</u>	<u>1,300</u>	<u>-</u>
Total Part-Time Hours	<u>19,500</u>	<u>19,500</u>	<u>-</u>

## Landscape Maintenance

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Regular Salaries	\$ 368,251	421,700	459,900
Part-Time Pay	293,293	316,800	377,250
Full-Time Overtime	5,006	26,200	19,100
Part-Time Overtime	100	-	-
Leave Cash-Out	-	2,950	3,100
Bilingual Pay	-	2,100	2,100
Cellphone Allowance	-	4,200	4,200
Health Insurance	177,330	202,550	209,100
Life Insurance	1,053	900	1,000
Disability Insurance	1,905	2,400	2,900
Unemployment Insurance	8,299	6,750	4,350
Workers' Compensation	58,068	73,050	73,050
Medicare	9,407	11,200	12,600
Pers	185,188	225,800	199,850
<b>Total Salaries/Benefits</b>	<b>1,107,899</b>	<b>1,296,600</b>	<b>1,368,500</b>
Professional/Technical	957,547	932,750	1,167,750
Rent/Lease of Equipment	50,720	52,700	44,700
Conferences/Meetings	180	1,000	1,000
Memberships	-	350	350
Uniforms	8,765	9,500	11,400
Landscape Supplies	91,731	89,200	97,400
Small Tools/Instruments	5,073	5,000	10,000
<b>Total Maint/Operations</b>	<b>1,114,016</b>	<b>1,090,500</b>	<b>1,332,600</b>
Other Capital Equipment	-	11,000	6,000
<b>Total Capital Outlay</b>	<b>-</b>	<b>11,000</b>	<b>6,000</b>
<b>- Division Total -</b>	<b>\$ 2,221,915</b>	<b>2,398,100</b>	<b>2,707,100</b>

#### Professional/Technical

General landscape maintenance	\$ 400,000
Tree maintenance	275,500
Median maintenance	175,000
Urban forest management plan	142,500
Specialized tree trimming	50,000
Contingency landscape services	32,000
Emergency median/landscape repairs	25,000
Weed sprays/pesticides	22,500
Park maintenance consultant	17,250
Playground audit	15,000
In-kind services to Paramount Library	8,000
Artificial turf maintenance	5,000
	<b>\$ 1,167,750</b>

#### Rent/Lease of Equipment

Trucks (2)	\$ 19,200
Tractor	25,500
	<b>\$ 44,700</b>

#### Conferences/Meetings

Arborists training	\$ 450
Education reimbursement	250
CPRS seminars	100
Tree certification seminar	100
Pesticide certification seminar	100
	<b>\$ 1,000</b>

#### Landscape Supplies

Dills Park supplies	\$ 28,000
Trees/plants-new/replacement	22,000
Ballfield supplies	14,000
Irrigation supplies	13,000
Playground supplies	5,000
Arbor day workshop	5,000
Soil amendments	5,000
Picnic table replacement	3,000
Trash can replacement	2,400
	<b>\$ 97,400</b>

#### Other Capital Equipment

Calsense system upgrades	
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## Vehicle and Equipment Maintenance

The Vehicle and Equipment Maintenance Division is responsible for maintaining more than 85 vehicles and 100 pieces of major equipment.

The Division, through on-site outsourcing, will perform approximately 150 tune-ups, 400 lube and oil changes, 25 brake jobs, 3 major engine repairs, 100 tire repairs and 50 battery installations.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ -	-
Maintenance and Operations	501,450	717,800
Capital Outlay	-	-
Division Total	<u>\$ 501,450</u>	<u>717,800</u>

### Position Summary

Full-Time Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
Not Applicable			
Part-Time Positions	Hours FY 2022	Hours FY 2023	Change + or (-)
Not Applicable			



## Vehicle and Equipment Maintenance

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Rent/Lease of Equipment	\$ -	28,250	263,650
Gasoline/Diesel Fuel	73,550	115,000	100,000
Vehicle Maint Services	383,546	358,200	354,150
Total Maint/Operations	457,096	501,450	717,800
- Division Total -	\$ 457,096	501,450	717,800

#### **Gasoline/Diesel Fuel**

Fleet fuel

#### **Vehicle Maintenance Services**

Fleet maintenance services	\$ 339,150
On-call services	15,000
	\$ 354,150

## Sustainability

With the adoption of the City's first Climate Action Plan (CAP), the Sustainability Division's goal is to use the CAP's adopted strategies in order to create a more sustainable and climate adaptive community. The Sustainability Division will implement programs and activities designed in alignment with the City's sustainability goals.

The Sustainability Division will work to integrate its objectives within the Public Works Department's existing duties and standards for the upkeep, maintenance, and repair of all public infrastructure improvements and systems, including water production and delivery, road maintenance, park and building maintenance, and contract management.

The Sustainability Division prepares reports to be presented at the City Council and Public Works Commission meetings. This Division will also oversee the implementation of all environmental programs, including but not limited to those required by CalRecycle such as SB1383, AB1826, AB341, AB939, among others.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ -	\$ 230,600
Maintenance and Operations	302,400	380,050
Capital Outlay	-	-
Division Total	<u>\$ 302,400</u>	<u>610,650</u>

### Position Summary

Full-Time Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
PW Operations Manager	-	1	1
Total Full-Time Positions	<u>-</u>	<u>1</u>	<u>1</u>
Part-Time Positions	Hours FY 2022	Hours FY 2023	Change + or (-)
PW Intern	-	1,300	1,300
Total Part-Time Hours	<u>-</u>	<u>1,300</u>	<u>1,300</u>

## Sustainability

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Regular Salaries	\$ -	-	101,850
Part-Time Pay	-	-	24,950
Bilingual Pay	-	-	900
Cellphone Allowance	-	-	600
Health Insurance	-	-	44,600
Life Insurance	-	-	250
Disability Insurance	-	-	650
Unemployment Insurance	-	-	650
Workers' Compensation	-	-	1,600
Medicare	-	-	1,900
Pers	-	-	47,650
Pers Contributions (GASB 68)	-	-	5,000
Total Salaries/Benefits	-	-	230,600
Printing/Reproduction	-	-	500
Environmental Services	-	40,000	108,000
Stormwater Management	-	245,550	215,550
Conferences/Meetings	-	-	6,000
Sustainability Supplies	-	16,850	50,000
Total Maint/Operations	-	302,400	380,050
- Division Total -	\$ -	\$ 302,400	\$ 610,650

#### **Environmental Services**

Residential food waste program subsidy	\$ 60,000
Solid waste consulting services	40,000
Organics outreach consulting services	8,000
	<u>\$ 108,000</u>

#### **Stormwater Management**

NPDES consultant services	\$ 75,000
Los Cerritos MS4 Watershed Mgmt Plan	75,000
LA River MS4 Watershed Mgmt Plan	45,000
Greater Harbor toxics TMDL	18,450
MS4Front software maintenance	2,100
	<u>\$ 215,550</u>

#### **Sustainability Supplies**

Outreach supplies	\$ 10,000
Organics Program supplies	35,000
Climate Action Plan implementation	5,000
	<u>\$ 50,000</u>

## Road Maintenance

The Road Maintenance Division maintains the City's 72 miles of streets and alleys. It is also responsible for monitoring the street sweeping contract with California Street Maintenance and the sewer and storm drain maintenance with the Los Angeles County Department of Public Works.

The Division prepares designated streets for slurry seal, patches potholes and makes minor street repairs. Each year, the Division spreads 500 tons of asphalt on City streets; sweeps streets for special events; applies 1,000 gallons of paint to mark 32,000 linear feet of curbs, crosswalks and other street markings; repairs or replaces over 500 street and traffic signs; and pours 150 cubic yards of concrete for replacement sidewalk curbs gutters and driveway aprons.

The Division grades parkland areas; pumps flooded streets; manages the contract with the City of Santa Fe Springs for the maintenance of the City's 52 signalized intersections; and supervises sidewalk, curb and gutter contracts.

The Division responds to more than 750 citizen inquiries regarding street and sidewalk repairs and removal of debris from the public right-of-way.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ 487,750	552,600
Maintenance and Operations	1,269,750	1,362,350
Capital Outlay	105,000	599,000
Division Total	<u>\$ 1,862,500</u>	<u>2,513,950</u>

### Position Summary

Full-Time Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
Sr Maintenance Worker	2	2	-
Maintenance Worker	2	2	-
Total Full-Time Positions	<u>4</u>	<u>4</u>	<u>-</u>
Part-Time Positions	Hours FY 2022	Hours FY 2023	Change + or (-)
Maintenance Aide	2,080	2,080	-
Total Part-Time Hours	<u>2,080</u>	<u>2,080</u>	<u>-</u>

## Road Maintenance

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Regular Salaries	\$ 187,020	191,400	236,250
Part-Time Pay	9,522	44,750	39,850
Full-Time Overtime	10,501	22,400	30,000
Bilingual Pay	-	1,700	1,700
Cellphone Allowance	-	1,800	2,400
Health Insurance	90,813	96,450	117,950
Life Insurance	382	400	550
Disability Insurance	956	1,100	1,500
Unemployment Insurance	2,696	1,850	1,600
Workers' Compensation	18,064	28,000	25,550
Medicare	2,976	3,800	4,500
Pers	80,602	94,100	90,750
Total Salaries/Benefits	403,532	487,750	552,600
Rent/Lease of Equipment	-	5,200	37,200
Mileage Reimbursement	-	300	-
Conferences/Meetings	399	2,700	2,700
Memberships	440	500	500
Electricity	63,631	97,100	97,100
Water	223,786	225,800	225,800
Gasoline/Diesel Fuel	18,487	26,250	24,300
Uniforms	4,388	5,500	6,600
Street Maint Supplies	42,070	91,200	91,200
Traffic Safety Supplies	25,277	27,600	27,600
Street Maint Services	448,577	612,050	637,450
Traffic Safety Equip Maint	191,511	173,550	209,900
Small Tools/Instruments	1,941	2,000	2,000
Total Maint/Operations	1,020,507	1,269,750	1,362,350
Other Capital Equipment	-	105,000	195,000
Vehicles	-	-	404,000
Total Capital Outlay	-	105,000	599,000
- Division Total -	\$ 1,424,039	1,862,500	2,513,950

#### Rent / Lease of Equipment

Dump truck lease	\$ 32,000
Misc. equipment rental	5,200
	\$ 37,200

#### Conferences/Meetings

Hazmat certification	\$ 2,000
Miscellaneous training	700
	\$ 2,700

#### Street Maintenance Supplies

Asphalt, concrete, road signs, base rock, paint, sand, road spill absorbent, barricades, etc.

#### Traffic Safety Supplies

Traffic signs and miscellaneous repairs

#### Street Maintenance Services

Sidewalk concrete service repair	\$ 275,000
Street sweeping contract	111,150
Catch basin cleanout program	119,000
Annual pothole/street improvement	55,000
Annual street legend improvement	50,000
Cart retrieval services	27,300
	\$ 637,450

#### Traffic Safety Equipment Maintenance

Miscellaneous repairs	\$ 102,600
Signal maintenance contract	57,300
Signal light visibility modifications	40,000
State signal maintenance	10,000
	\$ 209,900

#### Other Capital Equipment

Stormwater catch basin inserts	\$ 100,000
Road barricades	95,000
	\$ 195,000

#### Vehicles

Street sweeper

## Engineering

The City's engineering services are provided through a contractual arrangement with Wildan Associates.

The Division provides engineering services to all City departments which includes general engineering, assistance with development of grant applications, administration of assessment districts and traffic engineering studies. In addition, the Division processes approximately 10 parcel and tract maps during the year which are required by private development. This Division also coordinates updating the house numbering map and the zoning map.

The Division provides, through an agreement with the Los Angeles County Engineer, inspection services for industrial wastes and also updates all public right-of-way substructure maps to record any new additions or deletions to the underground master plan.

In addition the division is responsible for Stormwater management utilizing both consulting services for inspections and plan preparation as well as participation in regional watershed group programs. This division also oversees the Solid Waste and recycling program requirements.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ -	-
Maintenance and Operations	434,250	469,350
Capital Outlay	-	-
Division Total	<u>\$ 434,250</u>	<u>469,350</u>

### Position Summary

Full-Time Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
Not Applicable			
Part-Time Positions	Hours FY 2022	Hours FY 2023	Change + or (-)
Not Applicable			

## Engineering

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Professional/Technical	\$ 137,093	120,000	120,000
Engineering Services	367,358	314,250	349,350
Environmental Services	17,739	-	-
Stormwater Management	211,302	-	-
Sustainability Supplies	33,712	-	-
Total Maint/Operations	767,204	434,250	469,350
- Division Total -	\$ 767,204	434,250	469,350

#### Professional/Technical

Industrial waste	\$ 45,000
MS4 annual permit fees	25,000
I-710 freeway study	25,000
605/91 freeway study	20,000
LA County services	3,000
Street light assessment	2,000
	\$ 120,000

#### Engineering Services

General engineering	\$ 200,000
Traffic engineering	60,000
Pavement management system update	47,500
GIS system	20,000
Parcel/tract maps	10,000
Assessment district	1,850
Miscellaneous design	10,000
	\$ 349,350

## Water Production

The Water Production Division maintains the City's metered connections to the Metropolitan Water District (MWD) water supply and operates the City's water wells which extract water from underground aquifers.

The Division's three active wells will extract approximately 5,900 acre feet of ground water or approximately 95% of the water used by municipal water customers. The two MWD connections will supply approximately 200 acre feet or about 5% of the water sold to customers. All five water production facilities are checked daily.

The Division also monitors the quality of water by collecting and analyzing samples on a regular basis. For example, 900 bacti samples will be checked for potentially dangerous bacteria and 900 general physical samples will be checked for pH (acidity/alkalinity), color, taste and suspended particles. Any conditions likely to create potential problems are corrected immediately.

The Division also conducts cross-connection control inspections. These inspections are designed to prevent the entrance of contaminated or hazardous material into the City's water system from private consumer's lines.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ 516,450	550,250
Maintenance and Operations	6,831,550	5,165,700
Capital Outlay	100,000	60,500
Division Total	<u>\$ 7,448,000</u>	<u>5,776,450</u>

### Position Summary

Full-Time Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
Water Supervisor	1	1	-
Senior Water Operator	2	2	-
Total Full-Time Positions	<u>3</u>	<u>3</u>	<u>-</u>
Part-Time Positions	Hours FY 2022	Hours FY 2023	Change + or (-)
Water Operator Aide	3,120	3,120	-
Total Part-Time Hours	<u>3,120</u>	<u>3,120</u>	<u>-</u>



## Water Production

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Regular Salaries	\$ 196,290	208,100	230,850
Part-Time Pay	33,845	48,600	59,750
Full-Time Overtime	-	450	-
Longevity Pay	-	-	3,500
Leave Cash-Out	-	3,350	3,350
Bilingual Pay	-	2,250	2,650
Cellphone Allowance	-	1,800	1,800
Health Insurance	42,691	64,800	69,300
Life Insurance	482	400	500
Disability Insurance	815	1,100	1,450
Unemployment Insurance	2,575	2,250	1,550
Workers' Compensation	21,583	24,000	25,700
Medicare	3,234	3,850	4,400
Pers	97,188	112,700	102,650
Pers Contributions (GASB 68)	11,460	42,800	42,800
<b>Total Salaries/Benefits</b>	<b>410,164</b>	<b>516,450</b>	<b>550,250</b>
Telephone/Internet Services	12,664	13,400	13,400
Office Supplies	291	300	300
Publications	-	250	250
Professional/Technical	74,012	81,150	81,150
Mileage Reimbursement	-	100	100
Conferences/Meetings	2,243	3,000	3,000
Memberships	3,634	8,100	8,100
Electricity	226,719	288,000	345,000
Natural Gas	56,892	100,000	60,000
Principal Payments	307,275	317,700	327,750
Interest Payments	329,100	324,450	314,250
Depreciation	305,404	350,000	350,000
Gasoline/Diesel Fuel	5,529	9,000	9,900
Uniforms	2,319	4,500	5,400
Operation Maint Supplies	132,862	137,300	165,000
Testing Services	37,524	48,650	58,000
Operation Maint Services	92,792	125,000	175,000
Small Tools/Instruments	1,704	2,000	2,000
Ground/Purchased Water	4,433,297	5,018,650	3,247,100
<b>Total Maint/Operations</b>	<b>6,024,261</b>	<b>6,831,550</b>	<b>5,165,700</b>
Computer Equipment	-	15,000	33,500
Other Capital Equipment	-	85,000	27,000
<b>Total Capital Outlay</b>	<b>-</b>	<b>100,000</b>	<b>60,500</b>
<b>- Division Total -</b>	<b>\$ 6,434,425</b>	<b>7,448,000</b>	<b>5,776,450</b>

#### Professional/Technical

SCADA system maintenance	\$ 30,000
IBank annual fee (Well # 16)	20,100
IBank annual fee (Well # 15)	15,450
WaterTrax software license	11,100
Backflow software maintenance	4,500
	<b>\$ 81,150</b>

#### Conference/Meetings

Water certification education - state required

#### Memberships

Central Basin association dues

#### Principal Payments

I-Bank (Well 15)	\$ 165,800
I-Bank (Well 16)	161,950
	<b>\$ 327,750</b>

#### Interest Payments

I-Bank (Well 15)	\$ 129,400
I-Bank (Well 16)	184,850
	<b>\$ 314,250</b>

#### Operation Maintenance Supplies

Chemicals and misc parts for	
Well 14/Well 15 treatment plants	\$ 110,000
Chlorine, engine oil, fittings, misc parts	55,000
	<b>\$ 165,000</b>

#### Testing Services

State-mandated water sampling	\$ 41,000
Chemical / engineer testing	10,000
Groundwater testing	7,000
	<b>\$ 58,000</b>

#### Ground/Purchase Water

Groundwater (5,000 AF @ \$411/AF)	\$ 2,055,000
Imported water (600 AF @ \$1,313/AF)	787,800
Reclaimed water (350AF @ \$790/AF)	276,500
Capacity reservation charge	48,300
State Water Board permit fee	36,000
Water service charge	31,600
Watermaster	8,400
San District Sewer Surcharge	3,500
	<b>\$ 3,247,100</b>

#### Computer Equipment

SCADA upgrades

#### Other Capital Equipment

Well 16 chemical tank shade installation	\$ 18,000
Well 15 filter system conduit replacement	7,000
Well 15 chemical tank shade installation	2,000
	<b>\$ 27,000</b>

## Water Distribution

The Water Distribution Division maintains 126 miles of water lines which make up the City's water transmission and distribution system. This system carries water from the City wells and from the Metropolitan Water District connections to City residences and businesses.

Annually, the Division repairs approximately 150 system leaks, repairs and paints 1,000 fire hydrants, installs approximately 20 fire hydrants, paints all valve lids and air vacs and installs approximately 50 new water services. In addition, the Division opens and closes more than 1,000 main line valves once each year to ensure their free movement and opens the City's 1,000 fire hydrants once each year to remove sediment from the water lines.

The Division also tests fire hydrants for proper levels of fire flow and assists the County Fire Department and land developers with fire flow

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ 729,850	\$ 695,250
Maintenance and Operations	1,434,050	1,428,950
Capital Outlay	-	-
Division Total	<u>\$ 2,163,900</u>	<u>2,124,200</u>

### Position Summary

Full-Time Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
Water Superintendent	1	1	-
Senior Water Operator	1	1	-
Water Operator	2	2	-
Total Full-Time Positions	<u>4</u>	<u>4</u>	<u>-</u>
Part-Time Positions	Hours FY 2022	Hours FY 2023	Change + or (-)
Water Operator Aide	1,300	1,300	-
Total Part-Time Hours	<u>1,300</u>	<u>1,300</u>	<u>-</u>

## Water Distribution

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Regular Salaries	\$ 273,105	274,650	273,700
Part-Time Pay	19,880	22,650	24,900
Full-Time Overtime	32,966	33,700	35,000
Standby Overtime	32,174	30,350	30,000
Leave Cash-Out	-	1,650	2,300
Bilingual Pay	-	1,750	2,250
Cellphone Allowance	-	2,400	2,200
Health Insurance	106,051	128,850	119,150
Life Insurance	768	600	600
Disability Insurance	1,391	1,650	1,750
Unemployment Insurance	3,948	3,200	1,900
Workers' Compensation	32,736	28,000	29,650
Medicare	4,113	5,250	5,400
Pers	127,090	146,550	117,850
Pers Contributions (GASB 68)	16,221	48,600	48,600
<b>Total Salaries/Benefits</b>	<b>650,444</b>	<b>729,850</b>	<b>695,250</b>
Office Supplies	-	200	200
Rent/Lease of Equipment	32,462	33,500	22,300
Conferences/Meetings	4,288	4,050	4,050
Depreciation	486,514	650,000	650,000
Gasoline/Diesel Fuel	6,547	8,500	9,400
Uniforms	4,643	5,500	6,600
Operation Maint Supplies	16,611	60,000	54,100
Vehicle Maint Services	-	5,500	5,500
Operation Maint Services	131,711	275,000	250,000
Small Tools/Instruments	1,631	1,800	1,800
Franchise Tax	382,599	390,000	425,000
<b>Total Maint/Operations</b>	<b>1,067,005</b>	<b>1,434,050</b>	<b>1,428,950</b>
<b>- Division Total -</b>	<b>\$ 1,717,449</b>	<b>2,163,900</b>	<b>2,124,200</b>

#### Conferences/Meetings

Water certification education - state required

#### Rent/Lease of Equipment

Super duty truck	\$ 11,900
Combination truck	9,400
Miscellaneous rentals	1,000
	<b>\$ 22,300</b>

#### Operation Maintenance Supplies

Pipes, valves, fittings, backflow devices, asphalt, concrete

#### Operation Maintenance Services

Routine and emergency repairs	\$ 247,000
Underground services alert	3,000
	<b>\$ 250,000</b>

## Water Customer Service

The Customer Service Division reads and maintains 7,500 water meters which record the amount of water each customer uses.

This year, over 42,900 water meter readings will be taken, approximately 500 meters will be replaced and more than 100 meters will be tested and repaired. Approximately 1,500 service connections and terminations will be made and more than 600 customer inquiries regarding service delivery will be handled.

In addition, the Customer Service Division assists the Water Production Division with the production of water, the maintenance of water wells and water connection valves and the monitoring of water quality.

### Expenditure Summary

	Final FY 2022	Proposed FY 2023
Salaries and Benefits	\$ 221,200	232,450
Maintenance and Operations	108,050	109,350
Capital Outlay	-	-
Division Total	<u>\$ 329,250</u>	<u>341,800</u>

### Position Summary

Full-Time Positions	Positions FY 2022	Positions FY 2023	Change + or (-)
Water Operator	2	2	-
Total Full-Time Positions	<u>2</u>	<u>2</u>	<u>-</u>
Part-Time Positions	Hours FY 2022	Hours FY 2023	Change + or (-)
Not Applicable			

## Water Customer Service

### Expenditure Detail

	Actual FY 2021	Final FY 2022	Proposed FY 2023
Regular Salaries	\$ 90,636	102,350	114,050
Bilingual Pay	-	1,800	1,800
Cellphone Allowance	-	1,200	1,200
Health Insurance	25,703	35,550	39,950
Life Insurance	255	250	250
Disability Insurance	199	600	750
Unemployment Insurance	976	950	600
Workers' Compensation	8,840	9,950	9,950
Medicare	1,290	1,550	1,700
Pers	39,925	49,000	44,200
Pers Contributions (GASB 68)	3,011	18,000	18,000
<b>Total Salaries/Benefits</b>	<b>170,835</b>	<b>221,200</b>	<b>232,450</b>
Printing/Reproduction	5,085	7,000	7,000
Office Supplies	47	100	100
Professional/Technical	2,027	5,550	5,500
Conferences/Meetings	1,348	2,000	2,000
Gasoline/Diesel Fuel	5,447	8,000	8,800
Uniforms	1,521	2,600	3,150
Operation Maint Supplies	36,799	80,000	80,000
Vehicle Maint Services	-	2,000	2,000
Small Tools/Instruments	-	800	800
<b>Total Maint/Operations</b>	<b>52,274</b>	<b>108,050</b>	<b>109,350</b>
<b>- Division Total -</b>	<b>\$ 223,109</b>	<b>329,250</b>	<b>341,800</b>

#### Printing/Reproduction

Annual Consumer Confidence Report

#### Professional/Technical

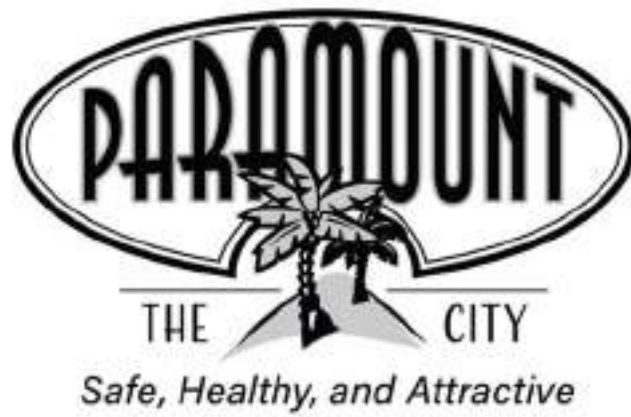
Water services outreach

#### Conferences/Meetings

Water certification education - state required

#### Operation Maintenance Supplies

Meter boxes and vaults	\$ 25,000
500 small meter change-outs	25,000
5 large meter change-outs	20,000
Vault lids (replacement)	10,000
	<b>\$ 80,000</b>



## CAPITAL IMPROVEMENT PROJECT DETAIL

This section contains details of the new and carryover Capital Improvement Projects for Fiscal Year 2023.

- Capital Improvement Project Summaries ..... 142
- Proposed Capital Projects for FY 2023 ..... 144
- Carryover Capital Projects from FY 2022 ..... 148



## Capital Improvement Project Summary by Funding

City of Paramount  
Fiscal Year 2023

<b>Funding Source</b>	<b>New Projects</b>	<b>Carry-Over Projects</b>	<b>Total Capital Improvements</b>
<b>Non-Restricted Funds</b>	<u>2,168,000</u>	<u>190,000</u>	<u>2,358,000</u>
<b>Restricted/Assigned Funds</b>			
American Rescue Plan Act (ARPA)	285,000	835,000	1,120,000
AB2766	-	50,000	50,000
Capital Project Reserve	-	857,200	857,200
California Natural Resources Agency (CNRA)	-	2,727,450	2,727,450
CA Park & Recreation Grant	-	1,235,000	1,235,000
Early Action Grant	-	635,000	635,000
Equipment Replacement Fund (ERF)	210,000	-	210,000
Federal Grant	300,000	-	300,000
Highway Bridge Repair	-	1,001,000	1,001,000
Highway Safety Improvement Program (HSIP)	-	250,000	250,000
Measure A	-	500,000	500,000
Measure M Transit Tax	-	222,000	222,000
Measure R Transit Tax	900,000	-	900,000
Measure W Safe Clean Water	-	447,000	447,000
Metro Pass-Thru	-	800,000	800,000
SB1 - Active Transportation (ATP)	-	3,082,000	3,082,000
SB1 - Road Mntc. & Repair Act (RMRA)	245,000	-	245,000
Proposition A Transit Tax	940,000	-	940,000
Proposition C Transit Tax	510,000	579,000	1,089,000
Proposition 68	-	1,004,200	1,004,200
Public Art Fee	45,000	-	45,000
Rivers/Mountains Conservancy (RMC)	-	1,350,000	1,350,000
<b>Subtotal - Restricted Funds</b>	<u>3,435,000</u>	<u>15,574,850</u>	<u>19,009,850</u>
<b>Paramount Municipal Water Fund</b>	<u>100,000</u>	<u>203,700</u>	<u>303,700</u>
<b>Total Expenditures - All Funds</b>	<u><u>5,703,000</u></u>	<u><u>15,968,550</u></u>	<u><u>21,671,550</u></u>



## Capital Improvement Project Summary by Type

City of Paramount  
Fiscal Year 2023 Budget

<b>Funding Source</b>	<b>Streets Sidewalks &amp; Signals</b>	<b>Water</b>	<b>Park/ Landscape</b>	<b>Sustainability</b>	<b>Misc.</b>	<b>Total Capital Improvements</b>
<b>Non-Restricted Funds</b>	60,000	-	1,390,000	18,000	890,000	2,358,000
<b>Restricted Funds</b>						
American Rescue Plan Act (ARPA)	-	-	550,000	370,000	200,000	1,120,000
AB2766	-	-	-	50,000	-	50,000
Capital Project Reserve	77,500	-	290,000	-	489,700	857,200
CA Natural Resources Agency (CNRA)	2,727,450	-	-	-	-	2,727,450
CA Park & Recreation Grant	-	-	1,235,000	-	-	1,235,000
Early Action Grant	635,000	-	-	-	-	635,000
Equipment Replacement Fund (ERF)	-	-	-	-	210,000	210,000
Federal Grant	-	-	300,000	-	-	300,000
Highway Bridge Repair	1,001,000	-	-	-	-	1,001,000
Highway Safety Improvement Program (HSIP)	250,000	-	-	-	-	250,000
Measure A	-	-	500,000	-	-	500,000
Measure M Transit Tax	222,000	-	-	-	-	222,000
Measure R Transit Tax	900,000	-	-	-	-	900,000
Measure W Safe Clean Water	-	-	-	447,000	-	447,000
Metro Pass-Thru	800,000	-	-	-	-	800,000
SB1 - Active Transportation (ATP)	3,082,000	-	-	-	-	3,082,000
SB1 - Road Mntc. & Repair Act (RMRA)	245,000	-	-	-	-	245,000
Proposition A Transit Tax	540,000	-	-	-	400,000	940,000
Proposition C Transit Tax	1,089,000	-	-	-	-	1,089,000
Proposition 68	-	-	1,004,200	-	-	1,004,200
Public Art Fee	-	-	-	-	45,000	45,000
Rivers/Mountains Conservancy (RMC)	1,350,000	-	-	-	-	1,350,000
<b>Subtotal - Restricted Funds</b>	<b>11,568,950</b>	<b>-</b>	<b>3,879,200</b>	<b>867,000</b>	<b>1,344,700</b>	<b>17,659,850</b>
<b>Paramount Municipal Water Fund</b>	<b>-</b>	<b>303,700</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>303,700</b>
<b>Total Expenditures - All Funds</b>	<b>12,978,950</b>	<b>303,700</b>	<b>5,269,200</b>	<b>885,000</b>	<b>2,234,700</b>	<b>21,671,550</b>

## New Capital Improvement Projects

City of Paramount

Fiscal Year 2023

Project Name and Description	Estimated Cost	Funding Source	Funding Source	Estimated	
				Start Date	Completion Date
<b>Streets, Sidewalks, and Signals</b>					
1. <u>Arterial Street Resurfacing (9330)</u> Street rehabilitation of Orange Avenue from Somerset Boulevard to Rosecrans Avenue.	\$ 510,000	Prop C	510,000	July 2022	June 2023
2. <u>Neighborhood Street Resurfacing (9331)</u> Street rehabilitation of Rood, Lionel, Leatart, Purdin Pelton and Mendy west of Garfield, and portions of Happy, Florine, Mendy and Racine Also includes 20 alleyways.	1,145,000	RMRA Meas R	245,000 900,000	July 2022	June 2023
3. <u>Bus Shelter Installation (9332)</u> Installation of bus shelters around the City.	540,000	Prop A	540,000	Jan 2023	June 2023
4. <u>Curb Address Painting (9333)</u> Repainting of curb address numbers citywide.	60,000	Gen Fund	60,000	July 2022	Dec 2023
<hr/>					
Subtotal Streets, Sidewalks, and Signals	<u>\$ 2,255,000</u>				
<b>Water Improvements</b>					
5. <u>Installation of Services &amp; Hydrants (9310)</u> Installation of new water services and fire hydrants as requested and funded by private development at various locations.	\$ 75,000	Water	75,000	On-going	
6. <u>Annual Valve Replacement (9311)</u> Replacement of miscellaneous water valves at various locations.	25,000	Water	25,000	On-going	
<hr/>					
Subtotal Water Improvements	<u>\$ 100,000</u>				

## New Capital Improvement Projects

City of Paramount

Fiscal Year 2023

Project Name and Description	Estimated Cost	Funding Source	Funding Source	Estimated	
				Start Date	Completion Date
Park/Landscape Improvements					
7. <u>All-American Park Playground Replacement (9350)</u> Replace playground equipment and surfacing material.	\$ 250,000	Gen Fund	250,000	Jan 2023	June 2023
8. <u>Progress Park Playground Replacement (9351)</u> Replace playground equipment and surfacing material.	200,000	Gen Fund	200,000	Jan 2023	June 2023
9. <u>Progress Plaza Exterior Improvements (9352)</u> Installation of additional structures and amenities for the patio area at Progress Park.	350,000	Gen Fund	350,000	Jan 2023	June 2023
10. <u>Paramount Park Community Center Interior Imp (9353)</u> Includes replacement of doors and hardware, security enhancement for counter and interior painting.	115,000	Gen Fund	115,000	July 2022	Dec 2022
11. <u>Paramount Pool Interior Upgrades (9354)</u> Includes interior painting, refinish of cabinetry, replacement of lockers, benches and guard towers.	80,000	Gen Fund	80,000	Nov 2022	Mar 2023
12. <u>Paramount Park Playground Shade Replacement (9355)</u> Replacement of the shade sails above the playground area.	30,000	Gen Fund	30,000	Oct 2022	Jan 2023
13. <u>Paramount Park Outdoor Restroom Renovations (9356)</u> Replacement of fixtures, new flooring, and paint of outdoor restroom facilities.	60,000	Gen Fund	60,000	Nov 2022	Feb 2023
14. <u>Salud Park Portable Restroom (9357)</u> Purchase of a larger portable restroom.	115,000	Gen Fund	115,000	July 2022	Dec 2022
15. <u>Spane Park Facility Improvements (9358)</u> Renovation of interior bathrooms, replacement of flooring and interior doors, and repainting.	300,000	Other Grant	300,000	July 2022	June 2023
<hr/>					
Subtotal Park/Landscape Improvements	\$ 1,500,000				

## New Capital Improvement Projects

City of Paramount

Fiscal Year 2023

Project Name and Description	Estimated Cost	Funding Source	Funding Source	Estimated	
				Start Date	Completion Date
Miscellaneous Improvements					
16. <u>Paramount Park Roof Replacement (9370)</u> Replacement of Roof materials at Paramount Pool and snack shack buildings.	150,000	Gen Fund	150,000	Sept 2022	Nov 2022
17. <u>Neighborhood Enhancement Program-2023 (9371)</u> Construction of various neighborhood enhancement projects citywide.	100,000	Gen Fund	100,000	On-going	
18. <u>Paramount Paints Program-2023 (9372)</u> Installation of murals and utility box painting citywide.	45,000	Art Fund	45,000	On-going	
19. <u>City Hall Restroom Renovations (9373)</u> Renovation of restroom facilities in Admin department.	60,000	Gen Fund	60,000	July 2022	Dec 2022
20. <u>City Hall Landscape and Irrigation Repairs (9374)</u> Repair of irrigation and large scale planting replacement in areas of the Civic Center.	40,000	Gen Fund	40,000	July 2022	Sep 2022
21. <u>City Yard Restroom Renovation (9375)</u> Renovation of six of the public and employee restrooms in the City Yard.	350,000	Gen Fund	350,000	Jan 2023	June 2023
22. <u>City Yard Kitchen/Water Lab Renovations (9376)</u> Renovation of the kitchen and break room areas at City Yard main building.	40,000	Gen Fund	40,000	July 2022	Oct 2022
23. <u>City Yard Fencing Repairs (9377)</u> Repair and modification of fencing surrounding the employee parking lot and storage lot for additonal security	65,000	Gen Fund	65,000	July 2022	Dec 2022
24. <u>White Vinyl Fencing Replacement (9378)</u> Replacement of white vinyl fencing at locations citywide.	25,000	Gen Fund	25,000	July 2022	Sept 2022
25. <u>Community Center A/V (9379)</u> Replacement of AV system at Spane with modernized equipment.	55,000	ERF	55,000	Jan 2023	June 2023
26. <u>Mariposa A/V Replacement (9380)</u> Replacement of AV system in the meeting room at Mariposa with modernized equipment.	25,000	ERF	25,000	Jan 2023	June 2023
27. <u>Bus Benches &amp; Trash Cans (9381)</u> Replacement of bus benches and trash cans at bus stops citywide.	400,000	Prop A	400,000	Jan 2023	June 2023

## New Capital Improvement Projects

City of Paramount

Fiscal Year 2023

Project Name and Description	Estimated Cost	Funding Source	Funding Source	Estimated	
				Start Date	Completion Date
28. <u>City Hall Furniture Replacement (9382)</u> Replacement of furniture at City Hall.	100,000	ERF	100,000	Jan 2023	June 2023
29. <u>City Hall Conference Room Furniture Replacement (9383)</u> Replacement of City Hall Conference room furniture.	30,000	ERF	30,000	July 2022	Dec 2022
30. <u>City Hall Kitchen Renovation (9384)</u> Renovation of City Hall kitchen to repair plumbing issues and update cabinets and countertops.	60,000	Gen Fund	60,000	July 2022	Dec 2022
<hr/>					
Subtotal Miscellaneous Improvements	<u>\$ 1,545,000</u>				

### Sustainability Projects

31. <u>All-American Park Lighting Upgrades (9390)</u> Replacement of walking path lights with LED.	40,000	ARPA	40,000	Jan 2023	June 2023
32. <u>Progress Park Exterior Lighting Replacement (9391)</u> Removal of Edison light poles and installation of new LED lighting.	245,000	ARPA	245,000	Jan 2023	June 2023
33. <u>Park Trash Cans (9392)</u> Purchase of smart waste and recycling trash cans, and organics trash cans for pilot program at Paramount Park.	18,000	Gen Fund	18,000	Jan 2023	June 2023
<hr/>					
Subtotal Miscellaneous Improvements	<u>\$ 303,000</u>				
<b>Total New Capital Improvement Projects - FY 2023</b>	<u><u>\$ 5,703,000</u></u>				

## Carryover Capital Improvement Projects

City of Paramount

Fiscal Year 2023

Project Name and Description	Estimated	Estimated	Funding	Funding	Estimated	
	Expenditures	Carry-Over			Start	Completion
	as of 6/30/22	Expenditure	Source	Source	Date	Date
Streets, Sidewalks, and Signals						
34. <u>Rosecrans Bridge Repair (9833)</u> Received a Highway Bridge Repairs Grant for design costs for the repair of Rosecrans Bridge. City match is \$65,750.	\$ 81,000	\$ 2,030,000	HBR Metro EA Prop C	1,001,000 800,000 200,000 29,000	Mar 2020	June 2023
35. <u>WSAB Bikeway Phase 2 (9932)</u> Extension of the bike path from Somerset to Rosecrans per ATP grant application.	690,900	3,082,000	SB1-ATP	3,082,000	Mar 2020	June 2023
36. <u>WSAB Bikeway Phase 4 (9132)</u> Design and construction of the 4th phase of the bike trail project from Garfield to the LA River trail.	70,000	2,822,450	Meas M CNRA	95,000 2,727,450	Mar 2020	June 2023
37. <u>Civic Center Monument Sign (9134)</u> Replacement of monument signs at entrance to Civic Center.	60,000	25,000	Gen Fund	60,000	Mar 2020	Sep 2022
38. <u>Alondra Blvd. Widening (9136)</u> Design for the widening of Alondra Boulevard.	700,000	435,000	EA	985,000	Mar 2020	Jun 2024
39. <u>Arterial Street Resurfacing (9230)</u> Street rehabilitation of Downey Avenue from Alondra to Somerset.	678,000	622,000	Prop C Meas M	550,000 72,000	July 2021	June 2023
40. <u>City Entry Monument Signs (9234)</u> Continuation of the installation of entry monument signs on Somerset and Garfield.	52,500	52,500	Gen Fund	52,500	July 2021	Dec 2022
41. <u>Traffic Safety Improvements (9235)</u> Installation of traffic safety improvements at seven locations citywide.	50,000	305,000	HSIP Meas M	250,000 55,000	July 2021	June 2023
42. <u>WSAB Bikeway Phase 3 (9237)</u> Design and construction of the 3rd phase of the bike trail project from Paramount to Garfield.	50,000	1,350,000	RMC	1,350,000	July 2021	June 2023
Subtotal Streets, Sidewalks, and Signals	\$ 2,432,400	\$ 10,723,950				

## Carryover Capital Improvement Projects

City of Paramount  
Fiscal Year 2023

Project Name and Description	Estimated	Estimated	Funding Source	Funding Source	Estimated	
	Expenditures as of 6/30/22	Carry-Over Expenditure			Start Date	Completion Date
Water Improvements						
43. <u>Well #16 Design/Construction (9116)</u> Drilling and construction of new drinking water well at the northwest corner of Garfield and Jackson.	\$ 4,259,250	113,700	Water (ARPA)	113,700	Apr 2015	June 2023
44. <u>Well #15 VFD Installation (9112)</u> Installation of a Variable Frequency Drive at Well # 15.	-	90,000	Water	90,000	Jan 2022	June 2023
Subtotal Water Improvements	\$ 4,259,250	\$ 203,700				
Park/Landscape Improvements						
45. <u>Paramount Park Playground (9254)</u> Installation of new signature playground at the front of Paramount Park.	\$ -	200,000	Meas A	200,000	Jan 2022	June 2023
46. <u>Dills Park Community Orchard (9258)</u> Installation of fencing, walk path, garden planters and fruit trees in the north grass area at Dills Park.	25,000	1,365,000	CPRS Gen Fund	1,000,000 365,000	Jan 2022	June 2023
47. <u>Dills Park Restroom and Renovation (9259)</u> Dills Park improvements including an additional restroom and parking lot per Prop 68 grant.	105,000	1,092,000	Meas A Prop 68	300,000 792,000	July 2021	June 2023
48. <u>Progress Park Picnic Shelter (9261)</u> Installation of picnic shelter at Progress Park for event rentals.	-	40,000	Gen Fund	40,000	July 2021	Dec 2022
49. <u>Gym Improvements (9265)</u> Interior building improvements.	-	287,200	Prop 68 Gen Fund	212,200 75,000	July 2021	March 2023
50. <u>Paramount Park Ballfield Lighting (9266)</u> Installation of new energy efficient and app-controlled ballfield lighting at Paramount Park.	-	250,000	ARPA	250,000	Jan 2022	June 2023
51. <u>Progress Park Ballfield Lighting (9267)</u> Installation of new energy efficient and app-controlled ballfield lighting at Progress Park.	-	300,000	ARPA	300,000	Jul 2022	June 2023
52. <u>Mariposa Classroom Conversion (9268)</u> Conversion of existing classroom at Mariposa to a dance studio for instructional classes.	15,000	235,000	CPRS	235,000	Jan 2022	June 2023
Subtotal Park/Landscape Improvements	\$ 145,000	\$ 3,769,200				

## Carryover Capital Improvement Projects

City of Paramount

Fiscal Year 2023

Project Name and Description	Estimated	Estimated	Funding	Funding	Estimated	
	Expenditures as of 6/30/22	Carry-Over Expenditure			Start Date	Completion Date
<b>Miscellaneous Improvements</b>						
53. <u>Emergency Operations Equipment (9274)</u> Purchase of generators for Paramount Park emergency shelter locations and transfer switch installation at the Gym.	\$ -	200,000	ARPA	200,000	Jan 2022	June 2023
54. <u>Civic Center Fountain Upgrade (9276)</u> Construction of Civic Center fountain repairs and upgrades.	-	300,000	Gen Fund	300,000	July 2021	June 2023
55. <u>Clearwater A/V System Replacement (9277)</u> Replacement of the outdated A/V system at the Clearwater facility.	68,300	119,700	Gen Fund	119,700	July 2021	June 2023
56. <u>City Hall Conference Room Upgrade (9280)</u> Remodel of downstairs conference room to include new cabinetry, upgraded electrical work and teleconference and presentation equipment.	20,000	70,000	Gen Fund	70,000	July 2021	June 2023
Subtotal Miscellaneous Improvements	<u>\$ 88,300</u>	<u>\$ 689,700</u>				
<b>Sustainability Projects</b>						
57. <u>EV Charging Stations (9290)</u> Installation of 2 EV charging units at Paramount Park Community Center.	\$ 36,000	\$ 50,000	AQMD	50,000	July 2021	June 2023
58. <u>HVAC Upgrades - Paramount Gym (9294)</u> Replacement of condensing units at Paramount Park Gymnasium.	-	85,000	ARPA	85,000	Jan 2022	June 2023
59. <u>Spane Park Stormwater Capture (9295)</u> Design of a stormwater capture project under Spane Park.	-	447,000	ARPA	447,000	Jan 2022	June 2023
Subtotal Sustainability Projects	<u>\$ 36,000</u>	<u>\$ 582,000</u>				
<b>Total Carryover Capital Improvement Projects - FY 2023</b>	<u>\$ 6,960,950</u>	<u>\$ 15,968,550</u>				
<b>Total Capital Improvement Projects</b>		\$ 21,671,550				



## SUCCESSOR AGENCY

The Successor Agency for the Paramount Redevelopment Agency is required to make payments for enforceable obligations, maintain reserves in the amount required by outstanding redevelopment bond issues, remit unencumbered fund balances to the County Auditor-Controller, dispose of assets and properties belonging to the former redevelopment agency, enforce all former redevelopment agency rights, effectuate the transfer of housing functions and assets, wind down the affairs of the former redevelopment agency, continue to oversee the development of properties, prepare an administrative budget, and prepare a Recognized Obligation Payment Schedule prior to each six month period.

The following page summarizes the revenues and expenditures for Fiscal Year 2023.

## Revenue Budget

Successor Agency for the Paramount Redevelopment Agency  
Fiscal Year 2023 Budget

		<b>Actual FY 2021</b>	<b>Adopted Budget FY 2022</b>	<b>Final Budget FY 2022</b>	<b>Proposed Budget FY 2023</b>
<b>Revenues:</b>					
Redevelopment Property Tax Trust Fund	\$	5,969,328	5,948,800	5,484,050	5,500,350
Investment Earnings		462	30,000	500	1,000
Other Revenue		-	-	-	-
<b>Total Revenues</b>		<u>5,969,790</u>	<u>5,978,800</u>	<u>5,484,550</u>	<u>5,501,350</u>
<b>Other Sources</b>					
Loan Repayments		-	-	-	-
Bond Proceeds		-	-	-	-
<b>Total Other Sources</b>		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Revenues and Other Sources</b>	\$	<u><u>5,969,790</u></u>	<u><u>5,978,800</u></u>	<u><u>5,484,550</u></u>	<u><u>5,501,350</u></u>

## Expense Budget

Successor Agency for the Paramount Redevelopment Agency  
Fiscal Year 2023 Budget

		<b>Actual FY 2021</b>	<b>Adopted Budget FY 2022</b>	<b>Final Budget FY 2022</b>	<b>Proposed Budget FY 2023</b>
<b>Expenses:</b>					
Administration	\$	250,000	250,000	250,000	250,000
Bond Payments and Fees		5,190,274	5,178,800	5,231,900	5,044,150
Depreciation		203,013	209,250	203,050	203,050
Other Enforceable Obligations		500,000	500,000	500,000	-
<b>Total Expenses</b>		<u>6,143,287</u>	<u>6,138,050</u>	<u>6,184,950</u>	<u>5,497,200</u>
<b>Other Uses:</b>					
Return of Available Balance		-	-	-	-
<b>Total Other Uses</b>		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Expenses and Other Uses</b>	\$	<u><u>6,143,287</u></u>	<u><u>6,138,050</u></u>	<u><u>6,184,950</u></u>	<u><u>5,497,200</u></u>

# HOUSING AUTHORITY

The Paramount Housing Authority, a separate and distinct legal entity from the City government, has been designated as the Affordable Housing Successor for the former Paramount Redevelopment Agency.

The following page summarizes the revenues and expenditures for Fiscal Year 2023.

The Paramount Housing Authority was established in December of 1984 pursuant to Section 34200 et seq., of the Health and Safety Code of the State of California. The primary purpose of the Housing Authority is to help provide affordable housing assistance to low and moderate income persons.

## Sources and Uses of Funds

### Paramount Housing Authority Fiscal Year 2023 Budget

	<b>Actual Revenue/ Expenditures FY 2021</b>	<b>Adopted Budget FY 2022</b>	<b>Final Budget FY 2022</b>	<b>Proposed Budget FY 2023</b>
Beginning Available Fund Balance*	<u>385,475</u>	<u>385,075</u>	<u>391,982</u>	<u>399,582</u>
<b>Revenues:</b>				
Sponsoring Agency Loan Repayment	-	-	-	-
Administrative Fee	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Revenues</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Other Sources:</b>				
Rent	<u>9,607</u>	<u>9,600</u>	<u>9,600</u>	<u>9,600</u>
<b>Total Other Sources</b>	<u>9,607</u>	<u>9,600</u>	<u>9,600</u>	<u>9,600</u>
<b>Estimated Funds Available</b>	<u>395,082</u>	<u>394,675</u>	<u>401,582</u>	<u>409,182</u>
<b>Expenditures:</b>				
Professional/Technical Services	3,100	10,000	2,000	2,000
Senior Housing Project (Paramount/70th)	<u>-</u>	<u>300,000</u>	<u>-</u>	<u>-</u>
<b>Total Expenditures</b>	<u>3,100</u>	<u>310,000</u>	<u>2,000</u>	<u>2,000</u>
<b>Ending Fund Balance*</b>	<u><u>391,982</u></u>	<u><u>84,675</u></u>	<u><u>399,582</u></u>	<u><u>407,182</u></u>

\*Fund balance excludes the following:

Notes Receivables	\$ 431,603
Property: 16305 Hunsaker	\$ 412,498
Residential Rehab Loan Receivable	\$ 35,690