



City of Achievement



CITY OF SOUTH EL MONTE

Budget Workshop #3 Fiscal Year 2021-22 Budget Updates & Adoption

June 22, 2021

OVERVIEW

- Updated Proposed Budget
- Proposed Adjustments Before Adoption
- American Rescue Plan Update
- Five Year Forecast
- Proposed Adjustments Before Adoption
- Community Safety and Quality of Life
- Additional Budget Adjustments Options Before Adoption
- Follow Up Items Requiring Clarification

UPDATED PROPOSED BUDGET FISCAL YEAR 2021-22

Fund Type	Estimated Fund Balance as of 6/30/2021	Estimated Revenues	Budgeted Expenditures	Estimated Fund Balance as of 6/30/2022
General Fund	\$7,002,835	17,659,461	(\$17,593,305)	\$7,068,992
Special Revenues Funds	\$14,230,366	11,277,457	(7,307,823)	\$18,200,000
Total	\$21,233,201	\$28,936,918	(24,901,128)	\$25,268,992

Net Increase in Fund Balance	\$4,035,790
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|---|--------------------|
| • Updated Total City-Wide Fund Balance Increase | \$4,035,790 |
| • Prior Total City-Wide Fund Balance Increase | <u>\$3,294,174</u> |
| • Net Increase in City-Wide Fund Balances | <u>\$ 741,617</u> |

PROPOSED ADJUSTMENTS BEFORE ADOPTION

Description	General Fund	Special Rev. Funds	Total
Increased Allocation - American Rescue Plan		\$1,100,000	\$1,100,000
Revenue Loss – So. El Monte High School Resource Officer	(113,562)		(113,562)
COPS Fund’s transfer to General Fund for Safety	102,000	(102,000)	0
1st Year of the 3 Year DOE Grant Project:			
Capital improvements		(730,063)	(730,063)
DOE and members reimbursements		639,583	639,583
General Fund’s matching	(90,480)	90,480	0
Building & Safety Division Contract services for Inspection and Plan Checks	(23,000)		(23,000)
City Engineering Division contract services	(109,760)		(109,760)
State Grant Fund construction of DOE Retrofit Project		(21,581)	(21,581)
Total adjustments	(\$234,802)	\$976,419	\$741,617

AMERICAN RESCUE PLAN UPDATE

- Total Updated Funding Allocation **\$4,921,738**
- Less Total Unreimbursed City Costs Incurred:
 - **Estimated Vendor Costs Thru June 30, 2021** **(540,000)**
 - **Estimated Employee Salary & Benefit Costs** **(60,000)**
 - **Total Remaining Costs For Reimbursement** **(600,000)**
- Remaining Funds After Reimbursement **\$4,321,738**
- 06/10/21: City filed with the State for the funds
- Funds will be distributed in two installments.
 - **1st Installment within 60 days of filing**
 - **2nd Installment within 12 months of the initial filing**
- Funds not programmed will be accounted as deferred revenue and will be recognized when spent on qualifying activities and programs.
- Funds must be allocated for expenditure no later than June 30, 2024.
- Final spending must be completed no later than June 30, 2026.

FIVE YEAR FORECAST

	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26
	<u>Projected</u>	<u>Proposed</u>	<u>Forecast</u>	<u>Forecast</u>	<u>Forecast</u>	<u>Forecast</u>
General Fund						
Revenues	16,097,110	17,659,461	18,169,346	18,697,111	19,243,427	19,808,994
Expenditures	15,493,542	17,593,305	18,183,828	18,863,465	19,562,379	20,313,863
Net Surplus (Deficit)	603,568	66,156	(14,482)	(166,354)	(318,952)	(504,869)
Fund Balance	7,002,835	7,068,992	7,054,510	6,888,156	6,569,205	6,064,336
Special Revenue Funds						
Revenues	5,531,936	11,277,457	6,175,057	6,174,638	4,255,371	4,318,175
Expenditures	5,084,470	7,307,823	6,340,409	6,350,823	4,444,513	4,522,536
Net Surplus (Deficit)	447,466	3,969,634	(165,352)	(176,185)	(189,142)	(204,361)
Fund Balance	14,230,366	18,200,000	18,034,649	17,858,464	17,669,322	17,464,961
City-wide Net Surplus (Deficit)	1,051,034	4,035,790	(179,834)	(342,539)	(508,094)	(709,230)
City-wide Fund Balance	21,233,201	25,268,992	25,089,159	24,746,620	24,238,527	23,529,297

COMMUNITY SAFETY & QUALITY OF LIFE

- **Safety component of our community in general covers four areas provided by the following professional experts:**
 - **Buildings and Infrastructure – Code Enforcement**
 - **Health and Environmental – Code Enforcement**
 - **Traffic and Parking – Public Safety Officer**
 - **Crime – Sheriff**
- **For example, residents’ quality of life, as well as their property values, and cost of living are affected by them.**
- **The professional expertise and skill set required to address each safety component of a community sometimes overlap but differs:**
 - **For example, Sheriff will reduce crime but will not make a building safer or a vacant property developed.**
 - **For example, Code Enforcement officer can issue a citation but cannot book someone in jail for the safety of themselves or others.**

ROLES AND RESPONSIBILITIES

- **Sheriff Deputy - Crime Prevention & Community-Oriented Policing**
 - **Investigations, violent crimes, Drugs/Narcotics use, trespassing, burglary, harassment, juvenile delinquency, inappropriate social behavior, DUIs, other quality of life issues and school resource deputy**
- **Code Enforcement Officer – Building & Safety Compliance**
 - **Prevention, detection, investigation and enforcement of violations of statutes or ordinances regulating public health, safety, and welfare, business activities and consumer protection, building standards and land-use.**
- **Public Safety Officer – Community Safety**
 - **Provides street sweeper parking enforcement, crossing guard support, writes routine Sheriffs reports and may testify in court, observes and reports code violations and hazardous conditions, conducts basic crime scene investigation, takes fingerprints and/or photos, assists the public and employees in routine and emergency situations, and traffic control at vehicle accidents, fires, community events.**

SHERIFF

- **\$5.6 million labor budget**
- **18 staff – includes 5 Special Assignment Deputies**
 - 1 previously assigned to high school
 - 4 assigned to community needs
- **Scheduling and coverage**
 - **13 deputies covering 40hr/week, 7 days/week Sunday thru Saturday**
 - **5 deputies 40hr/week, 4 days/week Monday thru Thursday/flexible schedule**



FIVE YEAR BUDGETED SHERIFF COSTS

	FY17-18	FY18-19	FY19-20	FY20-21	FY21-22
General Law Enforcement	4,206,224	4,314,360	4,526,192	4,778,220	4,847,676
School Based Program	87,832	98,265	187,904	201,220	204,616
Liability Insurance	437,778	453,008	518,551	572,636	555,752
Operating Equipment	69,650	9,300	9,300	4,650	4,650
Base Contract Total	4,801,484	4,874,933	5,241,947	5,556,726	5,612,694
Additional Discretionary	305,510	310,897	303,000	67,530	41,000
Grand Total	5,106,994	5,185,830	5,544,947	5,624,256	5,653,694
Number of Personnel	17.5	17.5	17.5	18.0	18.0

5 Year increase of \$549,700 – 10.7%

INCREASING SHERIFF COVERAGE

Current Staffing

- **17 Patrol Deputies:** **\$5,380,920**
- **1 School Resource Officer:** **\$224,124**
- **18 Total Officers** **\$5,612,694**

- **Option 1: Reassign School Resource Deputy to Community Needs**
 - **Salary & Benefits** **\$227,124** (Lose \$100,000 from district)
 - **Patrol Vehicle** **0** (included)
 - **Total** **\$227,124** (\$227,124 On-going)

- **Option 2: One Additional Deputy – First Year Cost**
 - **Salary & Benefits** **\$227,124** (first year discounted)
 - **Patrol Vehicle** **91,726** (one-time only)
 - **Total** **\$318,850** (\$329,670 on-going)

- **Option 3: New Sergeant – First Year Cost**
 - **Salary & Benefits** **\$312,000** (no discount)
 - **Patrol Vehicle** **93,726** (one-time only)
 - **Total** **\$405,726** (\$312,000 ongoing)

CODE ENFORCEMENT

Current Staffing

- **TOTAL: \$389,423**
 - General Fund \$245,423
 - CDBG \$100,000
 - Rubio Grant (2 PT officers) \$44,000
- **3 FT Officers**
- **2 PT Officers (Temp - Grant)**
- **Specific duties and coverage**
 - **3 FT officers 40 hours/week**
 - **2 PT officers 19 hours/week**
 - **Monday – Sunday (8am -7pm)**



PUBLIC SAFETY OFFICERS

Current Staffing

- **TOTAL: \$127,816**
 - General Fund \$105,816
 - Rubio Grant (1 PT officer) \$22,000
- 1 FT Officer
- 3 PT Officers
- 1 PT Officer (Temp – Grant)
- Specific duties and coverage
 - 1 officer 40 hours/week
 - 4 PT officers 19 hours/week
 - Monday – Sunday (8am - 7pm and 12am – 7am)



INCREASING CODE ENFORCEMENT & PUBLIC SAFETY OFFICERS

■ Current Staffing:

- 3 FT & 2 PT CEO: \$389,423
- 1 FT & 4 PT PSO: \$127,876
- 4 FT & 6 PT Officers TOTAL: \$517,299

■ FY 21-22 Staffing (assuming no additions – expired grant revenue):

- 3 FT CEO: \$345,423
- 1 FT & 3 PT PSO: \$105,876
- 4 FT & 3 PT Officers TOTAL: \$451,299

■ Personnel Additions and Reclassification Requests:

- Department Clerk \$68,882
- FT PSO to CEO \$33,080
- PT to FT PSO \$24,414 (Grant ends 6/30/21)
- PT to FT CEO \$84,337 (Grant ends 6/30/21)
- TOTAL \$210,713

ADDITIONAL BUDGET ADJUSTMENTS OPTIONS BEFORE ADOPTION

Option 1: Reassign School Resource Deputy, add Sergeant, add Personnel

Total Cost Increase \$716,439 (\$622,713 On-going)

Option 2: Reassign School Resource Deputy, add Personnel

Total Cost Increase \$310,713 (\$310,713 on-going)

Option 3: Reassign School Resource Deputy, no additional Personnel

Total Cost Increase \$100,000 (\$100,000 ongoing)

FOLLOW UP CLARIFICATION - MULE AKA – UTILITY MAINTENANCE VEHICLE



Budget Amount \$15,000

- The Mule is a utility maintenance vehicle for transportation of maintenance personnel and equipment.
- The budgeted model is a “green” version. That is designed for clean and efficient operation.
- The model selected will include an equipment rack for shovels and tools. There will also be a roof for sun protection for employees.
- This purchase replaces an older model that is over 10 years old and will be retired.

FOLLOW UP CLARIFICATION TIME CLOCK FOR CITY CLERK



Budget Amount \$1,000

- The City Clerk receives all Public Works bids and RFP responses for safekeeping until the official bid opening.
- Responses are time and date stamped upon receipt.
- Late responses after the closing date and time are not eligible for evaluation and award.
- The time and date stamping is documented proof of the timing of the receipt of a bid or RFP response.