

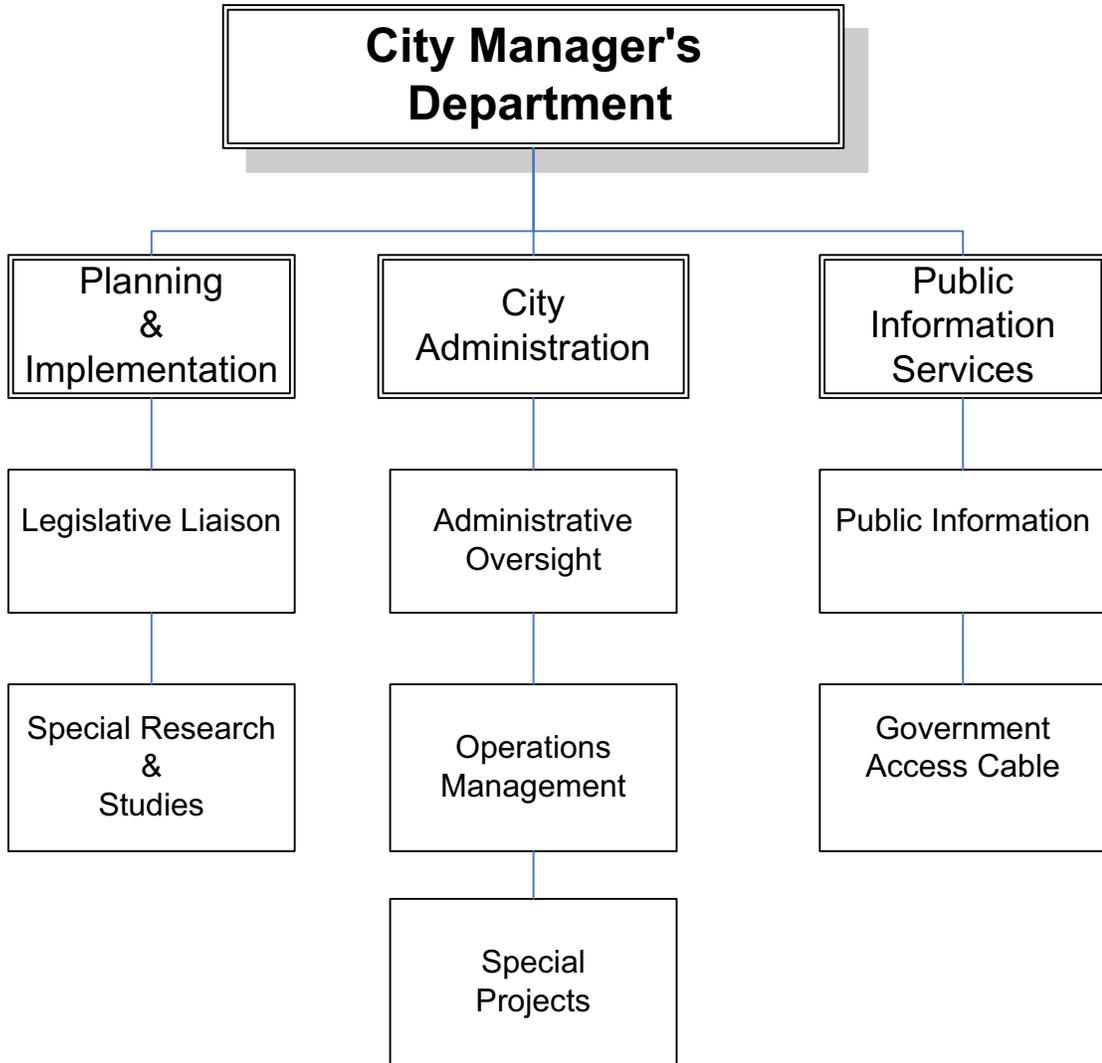
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City of Whittier

City Manager

- *Administration*
- *Public Information Services*
- *Non-Departmental*
- *Chamber of Commerce*
- *Employee Special Events*
- *Capital Outlay – General*

City Manager

Organization Chart

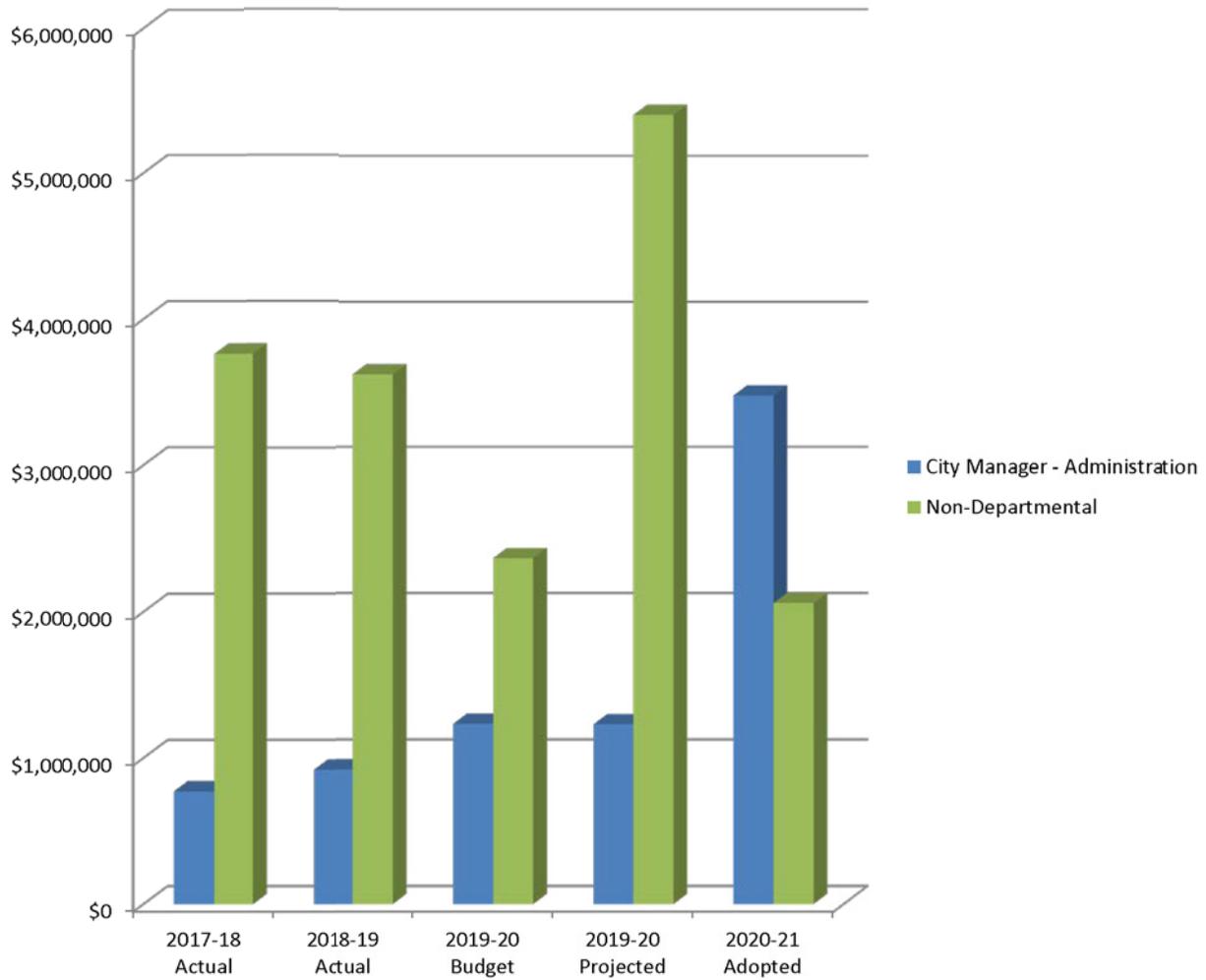




City of Whittier

City Manager Department

Division/Cost Center	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Projected	2020-21 Adopted
City Manager - Administration	\$ 770,989	\$ 920,225	\$ 1,229,029	\$ 1,225,614	\$ 3,481,236
Non-Departmental	3,761,491	3,626,671	2,361,715	5,403,879	2,055,034



City of Whittier

City Manager - Administration

OVERVIEW

The City Manager is appointed by the City Council to be the administrative head of the municipal government operations. The City Manager provides for overall planning and delivery of City programs in accordance with City Council policies, the Municipal Code and provisions of the City Charter.

The City Manager implements the policies and directives of the City Council and coordinates the activities of City departments. These responsibilities include identification of problems and key areas of concern; formulating appropriate responses or actions; making policy recommendations to the City Council; and encouraging responsible public participation in the governmental process. In addition, the City Manager is responsible for the provision of support services to the City Council; and represents the City in legislative actions, public information and contract negotiations. The City Manager is the administrative leader of the organization, supervising the implementation of programs and services approved by the City Council, and directing the day-to-day operation of the City. The City Manager cooperates with other government entities in the pursuit of common goals.

KEY GOALS

- Promote the efficient administration of all City departments.
- Formulate and submit recommended actions concerning policy issues to City Council.
- Improve service delivery to residents in a cost-effective manner.
- Ensure that the City's interests are effectively represented in decisions made by other governmental agencies.



PERFORMANCE MEASURES

During the past fiscal year, the following significant actions were taken:

- Addressed economic impacts and fiscal sustainability.
- Recommended policy actions to City Council on pending legislation and City operations.
- Spearheaded efforts to ensure the selection of Metro Gold Line Eastside Washington Blvd. light rail as the locally preferred route and serve as Chair of the Washington Boulevard Coalition.
- Directed significant capital projects including key sidewalk repairs, and improvements to water and sewer systems.
- Facilitated settlement agreement to allow for enforcement of Quality of Life ordinances.
- Streamlined organizational work plan.
- Continued work on the extension of the Greenway Trail East.
- Developed COVID-19 pandemic response plan.
- Established Greenleaf Promenade program for business support during COVID-19 pandemic.
- Facilitated expansion of City Hall hours for new fiscal year to extend service to the public.
- Enhanced public outreach and engagement efforts through social media.

City of Whittier

City Manager - Administration (100-12-121-000)

	2017-18 <u>Actual</u>	2018-19 <u>Actual</u>	2019-20 <u>Budget</u>	2019-20 <u>Projected</u>	2020-21 <u>Adopted</u>
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 736,712	\$ 842,772	\$ 1,087,217	\$ 1,083,802	\$ 1,041,324
Maintenance and Operations	34,277	77,453	141,812	141,812	2,439,912
Capital Outlay	-	-	-	-	-
Total Expenditures	<u>770,989</u>	<u>920,225</u>	<u>1,229,029</u>	<u>1,225,614</u>	<u>3,481,236</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 770,989</u>	<u>\$ 920,225</u>	<u>\$ 1,229,029</u>	<u>\$ 1,225,614</u>	<u>\$ 3,481,236</u>
Expenditures and Transfers-Out By Funding Source					
General Fund	770,989	920,225	1,229,029	1,225,614	3,481,236
Total Expenditures and Transfers-Out	<u>\$ 770,989</u>	<u>\$ 920,225</u>	<u>\$ 1,229,029</u>	<u>\$ 1,225,614</u>	<u>\$ 3,481,236</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 588,634	\$ 586,929	\$ 824,953	\$ 824,953	\$ 828,878
Employee Benefits	<u>148,078</u>	<u>255,843</u>	<u>262,264</u>	<u>258,849</u>	<u>212,446</u>
Total Employee Services	736,712	842,772	1,087,217	1,083,802	1,041,324
Dues, Memberships, License and Publications	1,213	400	3,418	3,418	4,668
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	7,610	33,004	33,004	33,004	37,754
Professional Services	-	21,332	63,000	63,000	2,353,250
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	8,350	8,350	8,350
Repairs and Maintenance	253	784	700	700	700
Materials and Supplies	4,756	3,179	7,134	7,134	7,134
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	<u>20,445</u>	<u>18,754</u>	<u>26,206</u>	<u>26,206</u>	<u>28,056</u>
Total Maintenance and Operations	34,277	77,453	141,812	141,812	2,439,912
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>770,989</u>	<u>920,225</u>	<u>1,229,029</u>	<u>1,225,614</u>	<u>3,481,236</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 770,989</u>	<u>\$ 920,225</u>	<u>\$ 1,229,029</u>	<u>\$ 1,225,614</u>	<u>\$ 3,481,236</u>
Full Time Positions	4.00	4.00	5.00	5.00	5.00
Part Time Positions (Full Time Equivalent)	<u>0.56</u>	<u>0.56</u>	<u>0.56</u>	<u>0.56</u>	<u>0.56</u>
Total	<u>4.56</u>	<u>4.56</u>	<u>5.56</u>	<u>5.56</u>	<u>5.56</u>

City of Whittier

Public Information Services

OVERVIEW

The Public Information Services Division is responsible for cable television programming on government access Channel 3 and for local implementation of state franchise agreements with Spectrum and Frontier for cable television and video programming services.

The division produces videos for City TV 3 and for internal City use. It provides staff, equipment and supplies for televising City Council and Planning Commission meetings, as well as televising community events such as political forums and special City events, and hosting a community message board for nonprofit organizations. In addition, City TV 3 broadcasts *City Connection*, a weekly video announcement of City events, roadwork, activities, and meetings.

The division also monitors video programming customer service standards in the state franchise agreements with Spectrum and Frontier, responds to complaints and concerns from the public on video programming matters, and performs other administrative duties.

KEY GOALS

- Provide consumer protection through the local implementation of consumer complaint resolution provisions of state video service franchise agreements.
- Provide timely, informative and accurate information during the COVID-19 pandemic and recovery process.
- Provide the community with adequate information concerning City services and educational programs through a regular schedule of municipal access programming, community message board and other low or no cost programming produced for government broadcast.
- Provide the community with quality information/educational programming from other government agencies in addition to regular City meetings and special event television programming.



PERFORMANCE MEASURES

During the past fiscal year, the following significant projects were completed:

- 29 City Council Meetings and 11 Planning Commission Meetings aired live and were replayed during the week of taping.
- 42 *City Connection* episodes produced and aired.
- Two League of Women Voters Forums (Mayor & District Candidates/Assembly District 57) in preparation for March General Election.
- 23 informational briefings on COVID-19 from Whittier's Mayor and City Council Members.
- 83 bulletins created advertising for non-profit and City-sponsored events, and COVID-19 information.
- Students in Government Day Council Meeting.

City of Whittier

Public Information Services (100-12-122-000)

	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Projected	2020-21 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 44,595	\$ 24,537	\$ 60,954	\$ 60,954	\$ 52,554
Maintenance and Operations	17,081	3,923	17,401	17,401	25,819
Capital Outlay	10,409	6,865	10,000	-	10,000
Total Expenditures	<u>72,085</u>	<u>35,325</u>	<u>88,355</u>	<u>78,355</u>	<u>88,373</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 72,085</u>	<u>\$ 35,325</u>	<u>\$ 88,355</u>	<u>\$ 78,355</u>	<u>\$ 88,373</u>
Expenditures and Transfers-Out By Funding Source					
General Fund	72,085	35,325	88,355	78,355	88,373
Total Expenditures and Transfers-Out	<u>\$ 72,085</u>	<u>\$ 35,325</u>	<u>\$ 88,355</u>	<u>\$ 78,355</u>	<u>\$ 88,373</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ 43,946	\$ 24,265	\$ 40,866	\$ 40,866	\$ 32,466
Employee Benefits	649	272	20,088	20,088	20,088
Total Employee Services	<u>44,595</u>	<u>24,537</u>	<u>60,954</u>	<u>60,954</u>	<u>52,554</u>
Dues, Memberships, License and Publications	600	570	865	865	865
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	318	104	104	104	122
Professional Services	2,176	2,730	7,622	7,622	7,622
Utilities	-	-	-	-	8,400
Miscellaneous Services	-	-	400	400	400
Repairs and Maintenance	13,631	519	6,100	6,100	6,100
Materials and Supplies	356	-	2,110	2,110	2,110
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	200	200	200
Total Maintenance and Operations	<u>17,081</u>	<u>3,923</u>	<u>17,401</u>	<u>17,401</u>	<u>25,819</u>
Capital Outlay	10,409	6,865	10,000	-	10,000
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>72,085</u>	<u>35,325</u>	<u>88,355</u>	<u>78,355</u>	<u>88,373</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 72,085</u>	<u>\$ 35,325</u>	<u>\$ 88,355</u>	<u>\$ 78,355</u>	<u>\$ 88,373</u>
Full Time Positions	0.00	0.00	0.00	0.00	0.00
Part Time Positions (Full Time Equivalent)	1.05	1.05	1.05	1.05	1.05
Total	<u>1.05</u>	<u>1.05</u>	<u>1.05</u>	<u>1.05</u>	<u>1.05</u>

City of Whittier

Non-Departmental

OVERVIEW

The Non-Departmental cost center includes expenditures that cannot be attributed to an individual department. Because such expenditures are not related to individual departments, they are placed in a special account under the City Manager's administration. The expenditures charged to this cost center are funded with general funds.

The primary expenditures from the Non-Departmental cost center are General Fund contributions to Library; Parks, Recreation and Community Services; Capital Outlay General; and Equipment Replacement. Also included in Non-Departmental are appropriations for travel expenses beneficial to the City government as a whole, convention expense for all cost centers funded with general funds, educational reimbursement for employees, and citywide memberships.

KEY GOALS

- Provide the City Manager with adequate administrative control over expenditures that benefit the City government as a whole.
- Facilitate efficient and effective operations by providing the City with access to managerial information concerning local government affairs.



City of Whittier

Non-Departmental (100-12-999-201)

	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Projected	2020-21 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ 242,502	\$ 233,579	\$ 244,610	\$ 244,610	\$ 245,633
Maintenance and Operations	1,016,593	1,020,696	1,471,894	1,453,036	1,020,956
Capital Outlay	-	-	-	-	-
Total Expenditures	<u>1,259,095</u>	<u>1,254,275</u>	<u>1,716,504</u>	<u>1,697,646</u>	<u>1,266,589</u>
Transfers-Out	2,502,396	2,372,396	645,211	3,706,233	788,445
Total Expenditures and Transfers-Out	<u>\$ 3,761,491</u>	<u>\$ 3,626,671</u>	<u>\$ 2,361,715</u>	<u>\$ 5,403,879</u>	<u>\$ 2,055,034</u>
Expenditures and Transfers-Out By Funding Source					
General Fund	3,761,491	3,626,671	2,361,715	5,403,879	2,055,034
Total Expenditures and Transfers-Out	<u>\$ 3,761,491</u>	<u>\$ 3,626,671</u>	<u>\$ 2,361,715</u>	<u>\$ 5,403,879</u>	<u>\$ 2,055,034</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	242,502	233,579	244,610	244,610	245,633
Total Employee Services	<u>242,502</u>	<u>233,579</u>	<u>244,610</u>	<u>244,610</u>	<u>245,633</u>
Dues, Memberships, License and Publications	31,233	31,221	29,430	29,430	29,430
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	37,641	37,800	61,350	61,350	61,350
Utilities	-	-	-	-	-
Miscellaneous Services	24,165	23,482	2,800	2,800	2,800
Repairs and Maintenance	733,248	733,248	733,248	733,248	733,248
Materials and Supplies	22,161	15,388	15,200	15,200	15,200
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	29,254	40,666	96,056	77,198	86,056
Total Maintenance and Operations	<u>877,702</u>	<u>881,805</u>	<u>938,084</u>	<u>919,226</u>	<u>928,084</u>
Capital Outlay	-	-	-	-	-
Transfers-Out	175,200	45,200	129,765	342,701	155,935
Total Operating Expenditures/Transfers	<u>1,295,404</u>	<u>1,160,584</u>	<u>1,312,459</u>	<u>1,506,537</u>	<u>1,329,652</u>
Non-Operating Expenditures and Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	138,891	138,891	533,810	533,810	92,872
Capital Outlay	-	-	-	-	-
Transfers-Out	2,327,196	2,327,196	515,446	3,363,532	632,510
Total Non-Operating Expenditures/Transfers	<u>2,466,087</u>	<u>2,466,087</u>	<u>1,049,256</u>	<u>3,897,342</u>	<u>725,382</u>
Total Expenditures and Transfers-Out	<u>\$ 3,761,491</u>	<u>\$ 3,626,671</u>	<u>\$ 2,361,715</u>	<u>\$ 5,403,879</u>	<u>\$ 2,055,034</u>
Full Time Positions	0.00	0.00	0.00	0.00	0.00
Part Time Positions (Full Time Equivalent)	0.00	0.00	0.00	0.00	0.00
Total	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>



City of Whittier

Chamber of Commerce

OVERVIEW

The City of Whittier and the Whittier Area Chamber of Commerce work in partnership to promote the City's business community. The City annually contributes toward the cost of Chamber operations since the Chamber has the specialized knowledge, experience, facilities and personnel to effectively carry out a comprehensive program of advertising, publicity and promotional programs for the City.

Chamber services that benefit the City include providing information, data and statistics to the public or organizations making inquiries concerning growth and development of the City. The Chamber-City partnership assists in representing the interests of the City in regional, state and national affairs and providing publicity for the community through local and metropolitan newspapers, radio, television, digital technology, and public appearances. The partnership also promotes locations within City limits for new commercial and industrial developments.

KEY GOALS

- Attract and retain business.
- Promote positive relations between the City and the private sector.
- Market the City's business and development climate.
- Assist businesses during the state and local health officer restrictions due to the COVID-19 pandemic administer an economic recovery grant program in partnership with the City of Whittier.

PERFORMANCE MEASURES

During the past fiscal year, the following significant projects were completed:

- Advocated on behalf of Whittier area employers during the COVID-19 pandemic.
- Provided important resources, education and connection opportunities to businesses during COVID-19.
- Created the Business and Economic Recovery Taskforce comprised of community stakeholders and partners to respond to business needs.
- Assisted in developing and promoting The Greenleaf Promenade concept.
- Served as an outspoken advocate for the Metro Gold Line.
- Played a key role in the passage of Measure W.
- Supported Greenway Trail East extension efforts.
- Served as a reputable lobbyist for key City projects.
- Partnered with the City on the quarterly Brokers' Roundtable sessions.
- Provided \$2,500 in scholarships to local high school students.
- Played an active role in the Homeless Consortium to address one of the city's growing areas of concern.
- Partnered with other local Chambers in the Gateway Chambers Alliance.

City of Whittier

Chamber of Commerce

- Continued to promote the Whittier STRONG campaign citywide.
- Served as a catalyst for business growth.
- Hosted a successful Business Expo to showcase local businesses to the community.
- Supported our Whittier Police Department through the Silver Shield Awards Banquet & Appreciation Dinner with over 500 members of our community.
- Provided resources and tools throughout the year for our local businesses to succeed.
- Served as a champion for our City.
- Served as the voice of business for over 12,000 employees and 530 businesses in the Whittier area.



City of Whittier

Chamber of Commerce (100-12-999-202)

	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Projected	2020-21 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance and Operations	53,400	60,000	60,000	60,000	115,000
Capital Outlay	-	-	-	-	-
Total Expenditures	<u>53,400</u>	<u>60,000</u>	<u>60,000</u>	<u>60,000</u>	<u>115,000</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 53,400</u>	<u>\$ 60,000</u>	<u>\$ 60,000</u>	<u>\$ 60,000</u>	<u>\$ 115,000</u>
Expenditures and Transfers-Out By Funding Source					
General Fund	53,400	60,000	60,000	60,000	115,000
Total Expenditures and Transfers-Out	<u>\$ 53,400</u>	<u>\$ 60,000</u>	<u>\$ 60,000</u>	<u>\$ 60,000</u>	<u>\$ 115,000</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	-	-	-
Total Employee Services	-	-	-	-	-
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	53,400	60,000	60,000	60,000	60,000
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	-	-	-	-	-
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	-	-	-	-	-
Total Maintenance and Operations	<u>53,400</u>	<u>60,000</u>	<u>60,000</u>	<u>60,000</u>	<u>60,000</u>
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>53,400</u>	<u>60,000</u>	<u>60,000</u>	<u>60,000</u>	<u>60,000</u>
Non-Operating Expenditures and Transfers-Out					
Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	55,000
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>55,000</u>
Total Expenditures and Transfers-Out	<u>\$ 53,400</u>	<u>\$ 60,000</u>	<u>\$ 60,000</u>	<u>\$ 60,000</u>	<u>\$ 115,000</u>
Full Time Positions	0.00	0.00	0.00	0.00	0.00
Part Time Positions (Full Time Equivalent)	0.00	0.00	0.00	0.00	0.00
Total	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

City of Whittier

Employee Special Events

OVERVIEW

Each year, the City sponsors an Employee Recognition Breakfast held during the December holiday season in recognition of the contributions made by all City employees. During the Breakfast, the Mayor and City Council recognize and present service awards to those individuals that have been employed with the City for an extended period of time. This special event provides employees with the opportunity to become better acquainted with new employees and reacquaint with retired employees, reinforces existing relationships with coworkers, and encourages and develops teamwork through participation in the planning committee for the special event.

KEY GOALS

- Provide an opportunity for City officials to recognize the contributions made by City employees.
- Improve morale among City employees by providing a venue for employees from different departments to meet with each other.
- Acknowledge employees for their years of service and continued commitment to the City.
- Develop new and innovative ways to connect with, celebrate and motivate staff during the COVID-19 pandemic, showing appreciation for their continued efforts as essential workers in our community.



City of Whittier

Employee Special Events (100-12-999-203)

	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Projected	2020-21 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance and Operations	9,704	10,433	9,000	9,000	9,000
Capital Outlay	-	-	-	-	-
Total Expenditures	<u>9,704</u>	<u>10,433</u>	<u>9,000</u>	<u>9,000</u>	<u>9,000</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 9,704</u>	<u>\$ 10,433</u>	<u>\$ 9,000</u>	<u>\$ 9,000</u>	<u>\$ 9,000</u>
Expenditures and Transfers-Out By Funding Source					
General Fund	9,704	10,433	9,000	9,000	9,000
Total Expenditures and Transfers-Out	<u>\$ 9,704</u>	<u>\$ 10,433</u>	<u>\$ 9,000</u>	<u>\$ 9,000</u>	<u>\$ 9,000</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	-	-	-
Total Employee Services	-	-	-	-	-
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	-	-	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	-	-	-
Materials and Supplies	-	-	-	-	-
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	9,704	10,433	9,000	9,000	9,000
Total Maintenance and Operations	<u>9,704</u>	<u>10,433</u>	<u>9,000</u>	<u>9,000</u>	<u>9,000</u>
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>9,704</u>	<u>10,433</u>	<u>9,000</u>	<u>9,000</u>	<u>9,000</u>
Non-Operating Expenditures and Transfers-Out					
Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers-Out	<u>\$ 9,704</u>	<u>\$ 10,433</u>	<u>\$ 9,000</u>	<u>\$ 9,000</u>	<u>\$ 9,000</u>
Full Time Positions	0.00	0.00	0.00	0.00	0.00
Part Time Positions (Full Time Equivalent)	0.00	0.00	0.00	0.00	0.00
Total	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

City of Whittier

Capital Outlay - General

OVERVIEW

The Capital Outlay fund provides a comprehensive overview of capital projects undertaken by the City. Summarized in this cost center are capital projects and major equipment purchases that are funded by the General Fund.

Projects are recommended in accordance with the Five-Year Capital Improvement Plan, which schedules public investment in facilities and properties, including streets, storm drains, buildings, and utilities. The Five-Year Plan provides an overview of all capital projects and the proposed schedule for future projects. Projects not completed within the fiscal year may be carried over to the following year. Projects funded in the current fiscal year are noted under "City Manager Adopted Budget". Proposed future funding is also noted; however, the amounts are merely for forecasting purposes and are not approved. Future projects must return for approval during the budget process each year. Project costs are listed under "Total Cost to Complete".

The Five-Year Plan is a model for planning future capital improvements and is a valuable tool for ensuring optimal and timely use of special revenues. The Plan's summary of total funding requirements ensures that no potential funding source is overlooked.

KEY GOALS

- Provide for the maintenance of the City's infrastructure system.
- Provide for the addition, replacement and/or refurbishment of City buildings, major facilities and infrastructure, including high-profile Greenway Trail East Extension, Central Library Renovation and Comstock Uptown Parking Structure construction projects.
- Provide for the addition or replacement of major City equipment, including supporting the City's transition to Office 365 and upgraded firewall systems.

PERFORMANCE MEASURES

During the past fiscal year, a number of projects were accomplished, including:

- Resurfacing of tennis courts at parks.
- Selection of architect and construction manager for Central Library remodel and beginning stages.
- Completion of City Hall Roofing project.
- New air conditioning at Special Activities Building.



City of Whittier

Capital Outlay - General (635)

	2017-18 Actual	2018-19 Actual	2019-20 Budget	2019-20 Projected	2020-21 Adopted
<u>SUMMARY</u>					
Expenditures and Transfers-Out By Type					
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Maintenance and Operations	197,697	-	8,000	8,000	8,000
Capital Outlay	984,502	99,629	224,998	314,422	108,500
Total Expenditures	<u>1,182,199</u>	<u>99,629</u>	<u>232,998</u>	<u>322,422</u>	<u>116,500</u>
Transfers-Out	-	-	-	-	-
Total Expenditures and Transfers-Out	<u>\$ 1,182,199</u>	<u>\$ 99,629</u>	<u>\$ 232,998</u>	<u>\$ 322,422</u>	<u>\$ 116,500</u>
Expenditures and Transfers-Out By Funding Source					
General Fund	1,182,199	99,629	232,998	322,422	116,500
Total Expenditures and Transfers-Out	<u>\$ 1,182,199</u>	<u>\$ 99,629</u>	<u>\$ 232,998</u>	<u>\$ 322,422</u>	<u>\$ 116,500</u>
<u>DETAIL</u>					
Operating Expenditures and Transfers-Out					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Employee Benefits	-	-	-	-	-
Total Employee Services	-	-	-	-	-
Dues, Memberships, License and Publications	-	-	-	-	-
Rentals	-	-	-	-	-
Taxes and Assessments	-	-	-	-	-
Insurance	-	-	-	-	-
Professional Services	-	-	-	-	-
Utilities	-	-	-	-	-
Miscellaneous Services	-	-	-	-	-
Repairs and Maintenance	-	-	8,000	8,000	8,000
Materials and Supplies	-	-	-	-	-
City Charges	-	-	-	-	-
Mobile Equipment Rental	-	-	-	-	-
Other	197,697	-	-	-	-
Total Maintenance and Operations	<u>197,697</u>	<u>-</u>	<u>8,000</u>	<u>8,000</u>	<u>8,000</u>
Capital Outlay	98,675	31,665	61,000	71,511	61,000
Transfers-Out	-	-	-	-	-
Total Operating Expenditures/Transfers	<u>296,372</u>	<u>31,665</u>	<u>69,000</u>	<u>79,511</u>	<u>69,000</u>
Non-Operating Expenditures and Transfers-Out					
Transfers-Out					
Employee Services	-	-	-	-	-
Maintenance and Operations	-	-	-	-	-
Capital Outlay	885,827	67,964	163,998	242,911	47,500
Transfers-Out	-	-	-	-	-
Total Non-Operating Expenditures/Transfers	<u>885,827</u>	<u>67,964</u>	<u>163,998</u>	<u>242,911</u>	<u>47,500</u>
Total Expenditures and Transfers-Out	<u>\$ 1,182,199</u>	<u>\$ 99,629</u>	<u>\$ 232,998</u>	<u>\$ 322,422</u>	<u>\$ 116,500</u>
Full Time Positions	0.00	0.00	0.00	0.00	0.00
Part Time Positions (Full Time Equivalent)	0.00	0.00	0.00	0.00	0.00
Total	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>