



**CITY OF SOUTH PASADENA  
CITY COUNCIL AND THE FINANCE COMMISSION**

**AGENDA**

**SPECIAL JOINT MEETING OF THE CITY COUNCIL  
WEDNESDAY, JULY 31, 2024 AT 7:00 PM**

**AMEDEE O. "DICK" RICHARDS JR. COUNCIL CHAMBERS  
1424 MISSION STREET, SOUTH PASADENA, CALIFORNIA 91030**

**NOTICE ON PUBLIC PARTICIPATION & ACCESSIBILITY**

The South Pasadena City Council Meeting will be conducted in-person from the Amedee O. "Dick" Richards, Jr. Council Chambers, located at 1424 Mission Street, South Pasadena, CA 91030.

Public participation may be made as follows:

- In-Person – Council Chambers, 1424 Mission Street, South Pasadena, CA 91030
- Live Broadcast via the City website –  
[http://www.spectrumstream.com/streaming/south\\_pasadena/live.cfm](http://www.spectrumstream.com/streaming/south_pasadena/live.cfm)
- Via Zoom – Meeting ID: **825 9999 2830**
- Written Public Comment – written comment must be submitted by 12:00 p.m. the day of the meeting by emailing to [ccpubliccomment@southpasadenaca.gov](mailto:ccpubliccomment@southpasadenaca.gov)
- Via Phone—+1-669-900-6833 and entering the Zoom Meeting ID listed above.

Meeting may be viewed at:

1. Go to the Zoom website, <https://zoom.us/join> and enter the Zoom Meeting information; or
2. Click on the following unique Zoom meeting link:  
<https://us06web.zoom.us/j/82599992830> or
3. By calling: +1-669-900-6833 and entering the Zoom Meeting ID listed above; and viewing the meeting via [http://www.spectrumstream.com/streaming/south\\_pasadena/live.cfm](http://www.spectrumstream.com/streaming/south_pasadena/live.cfm)

**CALL TO ORDER:**

Mayor

Evelyn G. Zneimer

**ROLL CALL OF CITY  
COUNCIL:**

Mayor

Evelyn G. Zneimer

Mayor Pro Tem  
Councilmember  
Councilmember  
Councilmember

Jack Donovan  
Janet Braun  
Michael A. Cacciotti  
Jon Primuth

**ROLL CALL OF FINANCE  
COMMISSION:**

Chair

Peter Giulioni Jr.

Vice Chair  
Commissioner  
Commissioner

Sheila Rossi  
Cynthia Quade  
Y-Le Ho

## ACTION/DISCUSSION

### 1. CONSIDERATION TO REVIEW, DISCUSS, AND PROVIDE DIRECTION REGARDING THE PROPOSED FISCAL YEAR 2024-2025 ANNUAL BUDGET AND THE CAPITAL IMPROVEMENT PROGRAM BUDGET

#### Recommendation

It is recommended that the City Council review, discuss, and provide specific direction to staff regarding the Proposed Fiscal Year 2024-2025 Annual Budget and the Capital Improvement Program Budget.

## ADJOURNMENT

## FOR YOUR INFORMATION

### FUTURE CITY COUNCIL MEETINGS

|                    |                              |        |
|--------------------|------------------------------|--------|
| August 21, 2024    | Regular City Council Meeting | 7:00PM |
| September 4, 2024  | Regular City Council Meeting | 7:00PM |
| September 18, 2024 | Regular City Council Meeting | 7:00PM |

### **PUBLIC ACCESS TO AGENDA DOCUMENTS AND BROADCASTING OF MEETINGS**

City Council meeting agenda packets, any agenda related documents, and additional documents are available online for public viewing on the City's website:

<https://www.southpasadenaca.gov/Your-Government/Your-City-Council/City-Council-Agendas>

Regular meetings are live streamed via the internet at:

[http://www.spectrumstream.com/streaming/south\\_pasadena/live.cfm](http://www.spectrumstream.com/streaming/south_pasadena/live.cfm)

### **AGENDA NOTIFICATION SUBSCRIPTION**

If you wish to receive an agenda email notification please contact the City Clerk's Division via email at [CityClerk@southpasadenaca.gov](mailto:CityClerk@southpasadenaca.gov) or call (626) 403-7230.

### **ACCOMMODATIONS**

The City of South Pasadena wishes to make all of its public meetings accessible to the public. If special assistance is needed to participate in this meeting, please contact the City Clerk's Division at (626) 403-7230 or [cityclerk@southpasadenaca.gov](mailto:cityclerk@southpasadenaca.gov). Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Notification at least 48 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II).

**CERTIFICATION OF POSTING**

I declare under penalty of perjury that I posted this notice of agenda for the meeting to be held on July 31, 2024, on the bulletin board in the courtyard of City Hall located at 1414 Mission Street, South Pasadena, CA 91030, and on the City, website as required by law, on the date listed below.

July 29, 2024

/S/

Date

Amber Tardif, Deputy City Clerk



# City Council and the Finance Commission Agenda Report

ITEM NO. 1

**DATE:** July 31, 2024

**FROM:** Donald Penman, Interim City Manager

**PREPARED BY:** John Downs, Finance Director

**SUBJECT:** **CONSIDERATION TO REVIEW, DISCUSS, AND PROVIDE DIRECTION REGARDING THE PROPOSED FISCAL YEAR 2024-2025 ANNUAL BUDGET AND THE CAPITAL IMPROVEMENT PROGRAM BUDGET**

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## Recommendation

It is recommended that the City Council review, discuss, and provide specific direction to staff regarding the Proposed Fiscal Year 2024-2025 Annual Budget and the Capital Improvement Program Budget.

## Background

The City of South Pasadena (City) adopts a comprehensive Annual Budget ("Budget") for all funds, including the General Fund. In addition to the General Fund, the City manages Enterprise Funds, Special Funds, and Internal Service Funds. The intent of today's meeting is to discuss the proposed Fiscal Year 2024-25 budget and receive specific direction on changes the City Council would like to see in the final draft budget. The Finance Department hopes to bring a proposed budget for adoption on August 21, 2024, which will incorporate the direction received from the City Council.

Enterprise Funds, such as the Water and Sewer Funds, operate on a for-profit basis, providing essential public services while ensuring financial solvency by matching or exceeding revenues against expenses. Special Revenue Funds, including but not limited to Prop A, Prop C, and Metro grants, are designated for specific purposes, often funded through federal, state, or county sources, and are strictly regulated by third-party entities, including granting agencies. Internal Service Funds, such as the City's Fund 103 - Insurance Fund, ensure equitable distribution of costs by collecting contributions from appropriate internal entities to cover expenses like insurance.

The FY 2024-2025 budget builds off of the FY 2023-2024 zero-based budgeting approach. This budget process, which began in March 2024, involved extensive collaboration among all departments and staff. It included departmental meetings, revenue and expenditure analyses, and projections for the upcoming fiscal year. After all departments submitted their budget proposals, the City Manager reviewed and consolidated them. In addition, community budget study sessions were held as part of the FY 2024-2025 budget development process and included the following:

- May 9, 2024, at 9:00 AM (City Council Chambers)
- May 9, 2024, at 12:00 PM (via Zoom)



- May 13, 2024, at 6:00 PM (Library Community room)
- June 12, 2024, at 1:00 PM (City Council Chambers)

Additionally, the public was invited to provide comments at the following Commission and Council Meetings:

- April 24, 2024 (Special Joint Finance Commission & City Council Meeting)
- May 30, 2024 (Finance Commission Meeting)
- June 5, 2024 (Special Joint Finance Commission & City Council Meeting)
- June 17, 2024 (Special Joint Finance Commission & City Council Meeting)
- June 27, 2024 (Special Joint Finance Commission & City Council Meeting)
- July 12, 2024 (Finance Commission Meeting)
- July 16, 2024 (Finance Commission Meeting)
- July 23, 2024 (Finance Commission Meeting)

Furthermore, an extensive budget survey was completed, soliciting over 90 responses. The survey results are included as Attachment 2 to the staff report. The Finance Commission and the City Council can use the survey results to help inform budget decisions.

A budget study session was held with the Finance Commission on May 30, 2024, where staff solicited input and received direction with respect to the General and CIP funds. The Commission's recommendations and comments were presented to the City Council in an Ad-Doc and during the joint June 5, 2024 City Council/Financial Commission meeting. Additionally, the Budget Policies and the Master Fee Schedule were presented for discussion on July 17, 2024.

### **Analysis**

In the last several months, there have been numerous discussions by the City Council, Finance Commission, and the Finance Commission Ad-Hoc, along with feedback from the community, as part of the budget process which are incorporated in the Fiscal Year 2024-2025 Budget. Key strategic directives were provided to the Executive Team by the City Manager, including the following:

- Evaluation of professional services accounts and conservatively budgeting for the contractual needs necessary to complete outstanding projects;  
A thorough evaluation of staffing needs, including the temporary freezing of some positions while we continue to evaluate workloads and capacities in FY 2024-25, while also looking at potential efficiencies in operations;
- A decrease in citywide travel and training accounts, maintaining funding for only critical and essential travel and training necessary for accreditation or membership in various professional organizations;
- Budgeting for the Landscaping, Lightning, and Maintenance District (LLMD);
- Initial funding of \$90,000 to begin exploring potential technology upgrades necessary for a modern Enterprise Resource Program (ERP) for citywide operations, including Finance (included in the CIP); and
- Increasing the Financial Sustainability Reserve to \$1,000,000, which will provide a buffer should unanticipated expenses impact the FY 2024-25 budget.

### **FY 2023-24 General Fund Revenue**

The General Fund revenues for FY 2024-25 are projected to be \$40,950,106. The chart below summarizes the General Fund operating revenues from FY 2020-21 to the adopted FY 2024-

25. The budgeted revenues for FY 2023-24 were estimated at \$39,563,231, but the revised estimate for June 30, 2024, is \$38,590,670. The adjusted estimate is due to the softening in sales taxes and a lower estimate of investment revenue within the Use of Money & Property category and the reclassification of revenues to the Asset Forfeiture Fund.

For FY 2024-25, the City anticipates an increase in General Fund revenues to \$40,950,106. This growth is attributed to the following increases:

- Property Taxes: \$992,069
- Assessments & Special Taxes: \$44,851
- Utility Users Taxes: \$399,693
- Franchise Fees: \$134,050
- License & Permits: \$53,263
- Current Services: \$84,760
- Other Revenues: \$145,851
- Sales Taxes: (\$161,863)
- Use of Money & Property: (\$296,299)
- Other Agencies: (\$9,500)

This projected increase reflects the City's ongoing efforts to enhance revenue streams and ensure financial stability.

| Revenue Category               | 2020/21           | 2021/22           | 2022/23           | 2023/24           | 2023/24           | 2024/25           |
|--------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Property Taxes                 | 16,773,318        | 17,906,070        | 18,728,374        | 19,700,384        | 19,756,301        | 20,692,452        |
| Assessments & Special Taxes    | 347,931           | 364,223           | 395,801           | 375,149           | 406,000           | 420,000           |
| Sales Taxes                    | 5,132,645         | 6,096,613         | 6,523,428         | 6,478,033         | 6,215,543         | 6,316,170         |
| Utility Users Taxes            | 3,738,531         | 3,875,268         | 4,431,072         | 4,352,462         | 4,478,377         | 4,752,155         |
| Franchise Fees                 | 1,200,408         | 1,289,532         | 1,301,778         | 1,271,477         | 1,221,147         | 1,405,527         |
| License & Permits              | 808,280           | 814,081           | 870,974           | 796,200           | 815,933           | 849,463           |
| Fines & Forfeitures            | 143,449           | 52,291            | 65,860            | 58,000            | 66,876            | 58,000            |
| Use of Money & Property        | 4,788,970         | (495,381)         | 514,439           | 1,345,014         | 1,037,694         | 1,048,715         |
| Other Agencies                 | 955,205           | 179,525           | 236,171           | 475,500           | 226,634           | 466,000           |
| Current Services               | 3,079,621         | 3,836,129         | 4,342,013         | 4,141,520         | 3,703,137         | 4,226,280         |
| All Other Revenues             | 183,717           | 250,501           | 99,472            | 86,108            | 179,645           | 231,959           |
| Reimbursement From Other Funds | 483,384           | 483,384           | 483,384           | 483,384           | 483,384           | 483,384           |
| <b>Total GF Revenues</b>       | <b>37,635,460</b> | <b>34,652,238</b> | <b>37,992,765</b> | <b>39,563,231</b> | <b>38,590,670</b> | <b>40,950,106</b> |

### General Fund FY 2023-2024 Projected Summary

The General Fund balance as of July 1, 2023, was \$18,712,222. For FY 2023-24, revenues are projected to be \$38,590,670, while expenditures are expected to total \$34,651,894. With transfers-in amounting to \$3,212,101, transfers-out amounting to \$1,232,790 and net reserve adjustments of \$2,782,958, the projected ending balance for June 30, 2024, is \$21,847,351.

The increase in transfers-in are due to the utilization of the State and Local Fiscal Recovery (SLRF) to cover municipal service costs related to Public Safety, with the resulting savings being set aside in reserves. Transfers-out have decreased due to lower expenditures in CIP projects funded by the General Fund. The decrease in expenditures is attributed to vacancies affecting Wages & Benefits and lower Operations & Maintenance costs, including the use of reserves for the purchase of the Caltrans properties, the legal costs associated with the Caltrans 626 Prospective Litigation, as well as work on the Storm Water project.

|                                      |                      |
|--------------------------------------|----------------------|
| <b>General Fund</b>                  |                      |
| Beginning Balance 07/01/23           | \$ 18,712,222        |
| Revenues                             | 38,590,670           |
| Expenditures                         | (34,651,894)         |
| Transfers In                         | 3,212,101            |
| Transfers Out                        | (1,232,790)          |
| Reserves Adjustment                  | (2,782,958)          |
| <b>Projected End Balance 6/30/24</b> | <b>\$ 21,847,351</b> |

### General Fund FY 2023-2024 Projected Reserves

The projected General Fund reserves balance as of June 30, 2024, is \$7,370,449. This total reflects additions amounting to \$2,782,958 (net change in reserves) from various reserves, including the Storm Water Reserve, Caltrans Property Purchases, Caltrans 626 Prospective Litigation, Special Projects Reserve and the Stables CIP Reserve.

| RESERVES FY 23-24                   |                   |                  |                |                  |
|-------------------------------------|-------------------|------------------|----------------|------------------|
| DESIGNATED RESERVES                 | Beginning Balance | Additions        | Deletions      | Ending Balance   |
| Arroyo Golf Course / Bike Trail     | 600,000           |                  |                | 600,000          |
| Caltrans Vacant Lot Purchases       | 392,000           |                  | 243,000        | 149,000          |
| Legal Reserve                       | 500,000           |                  |                | 500,000          |
| Library Expansion                   | 200,000           |                  |                | 200,000          |
| Maint. Yard / Comm. Ctr             | 267,067           |                  |                | 267,067          |
| Renewable Energy Sources Reserve    | 700,000           |                  |                | 700,000          |
| Storm Water                         | 300,000           |                  | 100,000        | 200,000          |
| Financial Sustainability Reserve    | 900,000           |                  |                | 900,000          |
| Caltrans 626 Prospective Litigation | 305,876           |                  | 141,000        | 164,876          |
| Vehicle Replacement Reserve         | 100,000           |                  |                | 100,000          |
| Special Projects Reserve            | -                 | 3,207,408        |                | 3,207,408        |
| Mental Health Reserve               | 200,000           |                  |                | 200,000          |
| Stables CIP Reserve                 | 122,548           | 59,550           |                | 182,098          |
| <b>Total:</b>                       | <b>4,587,491</b>  | <b>3,266,958</b> | <b>484,000</b> | <b>7,370,449</b> |

### General Fund Summary for FY 2024-2025 Projected Summary

The General Fund balance as of July 1, 2024, is estimated to be \$21,847,351. For FY 2024-25, revenues are projected at \$40,950,106 while expenditures are expected to total \$39,765,607. With transfers out of \$767,074 and reserve adjustments of \$100,000, the projected ending balance for June 30, 2025 is \$22,164,776, resulting in an increase of \$417,424 to the General Fund balance by fiscal year-end.

The increase in expenditures is primarily due to salary adjustments, increases in health insurance costs, the upcoming November elections, increases in excess insurance policy premiums, as well as the impact of inflation on the cost of goods and services.

| <b>General Fund</b>           |               |
|-------------------------------|---------------|
| Beginning Balance 07/01/24    | \$ 21,847,351 |
| Revenues                      | 40,950,106    |
| Expenditures                  | (39,765,607)  |
| Transfers In                  | -             |
| Transfers Out                 | (767,074)     |
| Reserves Adjustment           | (100,000)     |
| Projected End Balance 6/30/25 | \$ 22,164,776 |

### General Fund FY 2024-2025 Projected Reserves

The projected General Fund reserves balance as of June 30, 2025, is \$7,470,449. This total reflects an increase of \$100,000 in Financial Sustainability.

| <b>RESERVES FY 24-25</b>            |                          |                  |                  |                       |
|-------------------------------------|--------------------------|------------------|------------------|-----------------------|
| <b>DESIGNATED RESERVES</b>          | <b>Beginning Balance</b> | <b>Additions</b> | <b>Deletions</b> | <b>Ending Balance</b> |
| Arroyo Golf Course / Bike Trail     | 600,000                  |                  |                  | 600,000               |
| CalTrans Vacant Lot Purchases       | 149,000                  |                  |                  | 149,000               |
| Legal Reserve                       | 500,000                  |                  |                  | 500,000               |
| Library Expansion                   | 200,000                  |                  |                  | 200,000               |
| Maint. Yard / Comm. Ctr             | 267,067                  |                  |                  | 267,067               |
| Renewable Energy Sources Reserve    | 700,000                  |                  |                  | 700,000               |
| Storm Water                         | 200,000                  |                  |                  | 200,000               |
| Financial Sustainability Reserve    | 900,000                  | 100,000          |                  | 1,000,000             |
| Caltrans 626 Prospective Litigation | 164,876                  |                  |                  | 164,876               |
| Vehicle Replacement Reserve         | 100,000                  |                  |                  | 100,000               |
| Special Projects Reserve            | 3,207,408                |                  |                  | 3,207,408             |
| Mental Health Reserve               | 200,000                  |                  |                  | 200,000               |
| Stables CIP Reserve                 | 182,098                  | -                |                  | 182,098               |
| <b>Total:</b>                       | <b>7,370,449</b>         | <b>100,000</b>   | <b>-</b>         | <b>7,470,449</b>      |

### General Fund Revenues

A majority of General Fund Revenues continue to come from Property and Sales Tax:

- \$21,112,452 (51%) comes from property taxes and special taxes
- \$6,316,170 (16%) comes from sales tax
- \$4,752,155 (11%) comes from utility user's tax
- \$4,226,280 (11%) comes from current city services
- Remaining 11% comes from use of money & property, and other revenue sources

### General Fund Expenditures

For the Fiscal Year 2024-25 budget season, the goal was to create a status-quo budget and continue working off of the zero-based budgeting approach which was implemented in Fiscal Year 2023-24. This process required each department to start from zero and justify every line

item, resulting in a leaner budget that allows for priority and necessary staffing growth. Employee wages and benefits, along with city operations and maintenance, comprise more than 97% of expenditures. The increases in expenditures are primarily due to the final year negotiated MOU salary adjustments of 2%, and CalPERS health insurance cost increases of 10.7%, as well as inflationary factors for the cost of goods and services. This budget also includes funding for the upcoming November elections.

- \$27,301,098 (68%) for wages and benefits
- \$12,388,009 (31%) for operations and maintenance
- \$76,500 (1%) for capital projects

## **Personnel**

For Fiscal Year 2024-25, the proposed budget does not include any new position requests. Instead, the City Manager recommends temporarily freezing 7 full-time and 17 part-time positions, either partially or fully, in FY 2024-25. Throughout the upcoming fiscal year, the City Manager's Office will collaborate closely with Department Heads to continuously evaluate workloads and operations, aiming to identify and implement operational efficiencies.

The proposed budget maintains 173 full-time and 87 part-time authorized positions, consistent with FY 2023-24. Of those, 166 full-time positions and 70 part-time positions are budgeted. For FY 2024-25, Staff recommends a new approach to budgeting for part-time positions. Rather than budgeting based on Full-Time Equivalents (FTEs), it is suggested to budget based on the number of part-time hours needed to operate programs and services. This method provides greater flexibility in staffing operations, considering the limited availability of part-time staff, which often makes staffing operations unpredictable.



### Budgeted Position Summary

| Department            | Full-Time Positions | Part-Time Positions |
|-----------------------|---------------------|---------------------|
| City Manager's Office | 5                   | 1                   |
| Community Development | 12                  | 0                   |
| Community Services    | 9                   | 45                  |
| Finance               | 9                   | 0                   |
| Fire                  | 23                  | 0                   |
| Library               | 10                  | 33                  |
| Management Services   | 8                   | 0                   |
| Police                | 54                  | 6                   |
| Public Works          | 41                  | 2                   |
| <b>Totals:</b>        | <b>171</b>          | <b>87</b>           |

### Authorized Position Summary

| Department            | Full-Time Positions | Part-Time Positions |
|-----------------------|---------------------|---------------------|
| City Manager's Office | 5                   | 1                   |
| Community Development | 13                  | 0                   |
| Community Services    | 9                   | 45                  |
| Finance               | 9                   | 0                   |
| Fire                  | 23                  | 0                   |
| Library               | 10                  | 33                  |
| Management Services   | 8                   | 0                   |
| Police                | 55                  | 6                   |
| Public Works          | 41                  | 2                   |
| <b>Totals:</b>        | <b>173</b>          | <b>87</b>           |

### General Fund Operating Expenditures by Type

The chart below summarizes the General Fund operating expenditures by type from FY 2020-21 to the proposed FY 2024-25.

| Category/Fund                   | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|---------------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| Wages & Benefits                | 22,108,355        | 25,216,188        | 24,460,162        | 26,659,742         | 23,332,994           | 27,301,098          |
| Operations & Maintenance        | 5,875,483         | 7,495,907         | 11,571,313        | 12,219,249         | 11,114,164           | 12,388,009          |
| Capital Outlay                  | 39,802            | 13,005            | 159,909           | 258,000            | 204,735              | 76,500              |
| <b>101 - General Fund Total</b> | <b>28,023,640</b> | <b>32,725,100</b> | <b>36,274,708</b> | <b>39,136,992</b>  | <b>34,651,894</b>    | <b>39,765,607</b>   |

### General Fund Operating Expenditures by Department

The chart below summarizes the General Fund Operating expenditures by department from FY 2020/21 to the Proposed FY 2024/25. Of note for this fiscal year:

- Public Safety, composed of the Fire and Police Departments, accounts for 48% of the General Fund budget.
- While the Public Works General Fund portion is only 10%, it is important to note that other functions of the department are accounted for in other funds such as the Water, Sewer and other special funds/

### General Fund Operating Expenditures by Department

| Department/Program Exp        | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|-------------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| City Council                  | 35,890            | 45,446            | 35,161            | 118,903            | 126,006              | 126,968             |
| City Manager                  | 1,577,656         | 1,815,368         | 1,302,705         | 1,274,785          | 1,102,054            | 1,075,903           |
| Management Services           |                   |                   |                   |                    |                      |                     |
| Management Services           | -                 | 6,615             | 443,077           | 485,105            | 557,333              | 602,717             |
| City Clerk                    | 115,512           | -                 | 390,154           | 447,319            | 321,026              | 428,416             |
| Elections                     | 76,843            | 93,242            | 84,086            | 63,900             | 100                  | 155,000             |
| Human Resources               | 350,761           | -                 | 820,456           | 841,614            | 742,556              | 921,621             |
| Transportation Planning       | 287               | 90                | -                 | -                  | -                    | -                   |
| Legal Services                | 607,285           | 572,032           | 957,860           | 420,000            | 745,531              | 745,531             |
| Innovation and Technology     | 541,110           | -                 | 988,373           | 1,151,511          | 1,120,129            | 1,225,078           |
| Finance                       |                   |                   |                   |                    |                      |                     |
| Finance                       | 871,011           | 1,040,325         | 1,165,149         | 1,050,473          | 1,024,464            | 1,044,818           |
| City Treasurer                | 8,444             | 9,993             | 8,425             | 9,239              | 9,239                | 9,424               |
| Non-Dept/Overhead             | 996,366           | 2,264,416         | 2,635,668         | 2,539,444          | 2,413,902            | 2,986,985           |
| Police                        | 10,400,998        | 11,384,907        | 10,638,978        | 11,398,978         | 9,996,931            | 12,032,531          |
| Fire                          |                   |                   |                   |                    |                      |                     |
| Fire                          | 6,315,749         | 7,716,685         | 7,331,752         | 7,300,602          | 6,686,295            | 7,163,779           |
| Emergency Preparedness        | 31,932            | 46,904            | 39,748            | 55,000             | 54,500               | 45,000              |
| Public Works                  | -                 | -                 | -                 | -                  | -                    | -                   |
| Admin & Engineering           | 618,493           | 572,717           | 678,021           | 1,243,249          | 1,069,617            | 765,441             |
| Environmental Services        | 653               | 55,009            | 144,438           | 207,480            | 115,031              | 288,355             |
| Park Maintenance              | 476,793           | 581,680           | 539,630           | 975,901            | 932,284              | 1,067,973           |
| Facilities Maintenance        | 826,985           | 901,702           | 974,407           | 1,344,778          | 1,167,024            | 1,525,786           |
| Community Development         | 1,819,769         | 2,428,641         | 3,569,588         | 4,100,795          | 3,079,928            | 3,515,392           |
| Library                       | 1,608,369         | 1,839,131         | 1,833,000         | 2,211,234          | 1,984,057            | 2,143,978           |
| Community Services            |                   |                   |                   |                    |                      |                     |
| Senior Services               | 202,374           | 237,957           | 385,763           | 437,749            | 371,625              | 416,051             |
| Community Services            | 217,223           | 276,302           | 366,840           | 373,413            | 302,546              | 469,477             |
| Recreation and Youth Services | 323,135           | 835,939           | 858,103           | 1,085,519          | 729,718              | 1,009,384           |
| Capital Projects              | -                 | -                 | 83,325            | -                  | -                    | -                   |
| <b>Total GF Expenditures</b>  | <b>28,023,640</b> | <b>32,725,100</b> | <b>36,274,708</b> | <b>39,136,992</b>  | <b>34,651,894</b>    | <b>39,765,607</b>   |

### Capital Improvement Program (CIP)

As part of the joint City Council and Finance Commission meeting in May 2024, a detailed discussion regarding the existing Capital Improvement program took place. During this discussion, the City Council provided direction to staff to reprioritize project needs and refine the level of funding for each project. Staff reviewed the FY 2024-25 list of CIP projects and recommended focusing primarily on infrastructure projects. In the proposed budget, funding for these projects is recommended to utilize SLRF funding primarily. This funding is time-limited and must be encumbered by December 2024 and expended by 2026. See the budget binder Section for a detailed CIP list of projects.

### SLRF (State & Local Fiscal Recovery)

As discussed in the previous section, Staff recommends funding several CIP projects through SLRF. The table below identifies recommended allocations of SLRF funding in the amount of \$1,094,753.

| Proposed SLFR Funded Projects                 |                     |
|-----------------------------------------------|---------------------|
| VoIP Phone System Installation                | 21,549              |
| CD Permit Management Software                 | 111,535             |
| City/Civic EV Charging System                 | 130,699             |
| Agenda Management System                      | 21,600              |
| Arroyo Park EV Charging System                | 50,000              |
| City Hall Stormwater Project                  | 200,000             |
| Arroyo Seco San Rafael & San Pascual Projects | 229,370             |
| Library Master Plan                           | 150,000             |
| City Technology & Financial Systems           | 90,000              |
| Library RFID Project                          | 90,000              |
| <b>Total</b>                                  | <b>\$ 1,094,753</b> |

| SLRF Allocation                          |         |                     |
|------------------------------------------|---------|---------------------|
| Original Allocation:                     |         | <b>\$ 6,059,236</b> |
| FY 2022-23 Activity                      |         | 1,118,655           |
| Projected Existing Projects to be Funded |         | 218,420             |
| Proposed Existing Projects to be Funded  |         | 1,094,753           |
| Previously Planned Purchases:            |         |                     |
| Asphalt Truck                            | 300,000 |                     |
| Fire Assessment                          | 50,000  |                     |
| Fire Command Vehicle                     | 70,000  | 420,000             |
| <b>Remaining Unprogrammed Funds</b>      |         | <b>\$ 3,207,408</b> |

### Fiscal Impact

The net General Fund fiscal impact of the Proposed Budget is a positive increase to fund balance of approximately \$417,242.

### Key Performance Indicators and Strategic Plan

This item is in line with the Finance Department's Key Performance Indicator. The Annual Budget is being presented in order to provide a more transparent year and help Departments stay on track with their revenue and expenditures.

### Commission Review and Recommendation

The preliminary budget has been presented to the Finance Commission, either through a standalone Finance Commission meeting or a Joint Finance Commission and City Council meeting, through at least six public meetings. The Finance Commission's initial recommendations regarding the budget were previously transmitted to the City Council. Staff anticipates a summary of additional recommendations from the Finance Commission to the Council as an additional document to the agenda of the packet for the July 31, 2024, meeting.

### Public Notification

The proposed budget document has been made available for public review through the posting of the document for the Finance Commission meetings on the City's website, through the City's social media, and through the city's e-newsletter communications tools. The city held numerous community outreach meetings and conducted a Community Budget Survey.



**Attachment:**

[Attachment No. 1 - Key Changes Updated in the 07.31.2024 Budget Document.pdf](#)

[Attachment No. 2 - FY 2024-25 Proposed Budget.pdf](#)

Proposed Changes since the 6/27/2024 Proposed Budget

- Proposed removal of \$79,575 from Library General Fund GL account 101-8010- 8011-8180-000, contract services, Management Services already budgeted for this.
- Proposed Union Negotiation Adjustments in the approximate amount of \$179,539 as directed by the City Council.
- Proposed CIP division, General Fund adjustment \$0.00.
- Proposed \$10,500 for part-time staff cost for 4<sup>th</sup> of July to General Fund GL account 101-8030-8031-7010.
- Proposed \$31,900 for 4th of July overtime approved by City Council to General Fund GL account 101-8030-8031-7020.
- Proposed removal of \$2,388 from Prop C Holiday GL account 207-8030-8025- 7040.
- Proposed reduction of Water Distribution GL account 500-6010-6710-8540 from \$820,000 to \$527,867. Narrative updated - “Purchase two replacement Water Division vehicles and forklift (\$410,000), partial contribution to an asphalt repair vehicle (\$67,867), and an air compressor (\$50,000). (Total \$527,867).”
- Proposed adjustment to Account 228-8180 of -\$8,000 for a new proposed amount of \$132,000
- Decrease in General Fund revenue estimates for FY 2023-24 and FY 2024-25 “Police Grants” Account 101-000-000-5073-0001 and a reclassification of PD over-time to Fund 270 Asset Forfeiture from the General Fund of \$236,385 for FY 2024-25.
- Proposed reclassification of RFID project (\$90,000) from operations to CIP.
- Proposed adjustment to Account 101-3010-3011-8170, \$59,844.
- Proposed adjustment to Account 210-6010-6501-8170, \$19,948.
- Proposed adjustment to Account 500-3010-3012-8170, \$19,948.
- Proposed adjustment to the CIP Fund for the Arroyo Secco Golf Comprehensive Master Plan, \$135,000.
- The following adjustments were made to the personnel budget:
  - Decrease in the amount of \$80,836 in Fund 101
  - Decrease in the amount of \$52,642.03 in Fund 205
  - Decrease in the amount of \$2,387.92 in Fund 207
  - Decrease in the amount of \$3,641.15 in Fund 210
  - Decrease in the amount of \$9,723.56 in Fund 215
  - Decrease in the amount of \$4,587.66 in Fund 230
  - Decrease in the amount of \$18,113.93 in Fund 233
  - Decrease in the amount of \$18,113.93 in Fund 236
  - Increase in the amount of \$125.58 in Fund 239
  - Decrease in the amount of \$31,187.30 in Fund 500
  - Decrease in the amount of \$6,223.60 in Fund 503



# City of South Pasadena

FISCAL YEAR 2024-2025

## PROPOSED ANNUAL BUDGET



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## FY 23-24 Fund Balances

| Fund | Description                       | Beginning Fund Balance | Year-End Revenues | Year-End Expenditures | Transfers Out     | Transfers In      | Reserve Adjustments | Ending Fund Balance |
|------|-----------------------------------|------------------------|-------------------|-----------------------|-------------------|-------------------|---------------------|---------------------|
| 101  | General Fund (Undesignated)       | 18,712,222             | 38,590,670        | 34,651,894            | 1,232,790         | 3,212,101         | (2,782,958)         | 21,847,351          |
| 101  | GF (Council Designated Reserves)  | 4,587,491              | -                 | -                     | -                 | -                 | 2,782,958           | 7,370,449           |
|      |                                   |                        |                   |                       |                   |                   |                     | -                   |
| 103  | Insurance Fund                    | (85,924)               | 4,376,502         | 3,656,397             | -                 | -                 | -                   | 634,181             |
| 104  | Street Improvements Program       | 2,312,733              | -                 | -                     | 1,320,241         | -                 | -                   | 992,492             |
| 105  | Facilities & Equip. Replacement   | 2,244,200              | 34,844            | 379,000               | 70,143            | -                 | -                   | 1,829,900           |
| 106  | Technology Surcharge              | 54,229                 | 22,000            | -                     | -                 | -                 | -                   | 76,229              |
| 108  | SR 110 Gen Fund Reserve           | 338,483                | -                 | -                     | 11,871            | -                 | -                   | 326,612             |
| 110  | OPEB Trust Fund                   | 1,141,509              | -                 | -                     | -                 | -                 | -                   | 1,141,509           |
| 201  | MTA Pedestrian Improvement        | (29,951)               | -                 | -                     | -                 | -                 | -                   | (29,951)            |
| 205  | Prop "A"                          | 1,909,406              | 844,349           | 814,834               | -                 | -                 | -                   | 1,938,920           |
| 206  | SLFRF Fund                        | 4,940,581              | -                 | 218,420               | 3,207,408         | -                 | -                   | 1,514,753           |
| 207  | Prop "C"                          | 1,537,182              | 660,688           | 52,744                | -                 | -                 | -                   | 2,145,125           |
| 208  | TEA/Metro                         | 153,260                | 2,136             | -                     | -                 | -                 | -                   | 155,396             |
| 209  | Carlyle Library Bequest           | -                      | 2,674,036         | -                     | -                 | -                 | -                   | 2,674,036           |
| 210  | Sewer                             | 8,555,458              | 2,201,213         | 872,921               | 525,808           | -                 | -                   | 9,357,943           |
| 211  | CTC Traffic Improvement           | -                      | -                 | -                     | -                 | -                 | -                   | -                   |
| 213  | SB2 Planning Grant                | (45,068)               | 157,946           | -                     | 60,356            | -                 | -                   | 52,522              |
| 214  | Rogan HR5394 Grant                | (172,954)              | 116,673           | -                     | 102,334           | -                 | -                   | (158,614)           |
| 215  | Street Light & Landscape          | 117,416                | 910,048           | 1,602,268             | -                 | 598,211           | -                   | 23,407              |
| 217  | Public, Educ. & Gov't. Fund       | 198,843                | 10,195            | -                     | -                 | -                 | -                   | 209,038             |
| 218  | Clean Air Act                     | 190,520                | 16,207            | -                     | -                 | -                 | -                   | 206,726             |
| 219  | CalRecycle Local Asst. Grant      | -                      | -                 | -                     | -                 | -                 | -                   | -                   |
| 220  | Business Improvement Tax          | (27,741)               | 78,750            | 133,000               | -                 | 78,109            | -                   | (3,882)             |
| 223  | Gold Line Mitigation Fund         | 64,158                 | 894               | -                     | -                 | -                 | -                   | 65,052              |
| 226  | Mission Meridian Public Garage    | (370,098)              | -                 | 9,200                 | -                 | -                 | -                   | (379,298)           |
| 228  | Housing Authority                 | 164,899                | 53,324            | 6,700                 | 17,150            | -                 | -                   | 194,372             |
| 230  | State Gas Tax                     | 862,296                | 741,939           | 909,287               | -                 | -                 | -                   | 694,948             |
| 232  | County Park Bond                  | (257,008)              | 44,600            | 44,600                | -                 | -                 | -                   | (257,008)           |
| 233  | Measure R                         | 1,861,750              | 500,563           | 244,953               | 41,746            | -                 | -                   | 2,075,613           |
| 234  | Measure M-MAT                     | -                      | -                 | -                     | -                 | -                 | -                   | -                   |
| 236  | Measure M                         | 2,255,887              | 569,571           | 464,481               | 48,085            | -                 | -                   | 2,312,893           |
| 237  | Road Maint. & Rehab. Acct.        | 1,861,804              | 665,194           | -                     | -                 | -                 | -                   | 2,526,998           |
| 238  | MSRC Grant                        | (157,536)              | -                 | -                     | 2,700             | -                 | -                   | (160,236)           |
| 239  | Measure W                         | 385,356                | 258,815           | 209,180               | 239,863           | -                 | -                   | 195,128             |
| 240  | Measure M MSP                     | -                      | -                 | -                     | -                 | -                 | -                   | -                   |
| 241  | Measure H                         | (74,270)               | -                 | -                     | -                 | -                 | -                   | (74,270)            |
| 242  | Prop C Exchange                   | (362,140)              | 180,188           | -                     | -                 | -                 | -                   | (181,951)           |
| 243  | Measure R- MIP                    | -                      | -                 | -                     | -                 | -                 | -                   | -                   |
| 245  | Bike & Pedestrian Paths           | -                      | -                 | -                     | 25,000            | -                 | -                   | (25,000)            |
| 247  | SGVCOG Grants                     | -                      | -                 | -                     | -                 | -                 | -                   | -                   |
| 248  | BTA Grants                        | (416,948)              | -                 | -                     | -                 | -                 | -                   | (416,948)           |
| 249  | Open Streets Grant                | 18,172                 | -                 | -                     | -                 | -                 | -                   | 18,172              |
| 255  | Capital Growth                    | 635,521                | 89,537            | -                     | 1,387             | -                 | -                   | 723,671             |
| 260  | CDBG                              | (4,908)                | 19,599            | 19,599                | 30,000            | -                 | -                   | (34,908)            |
| 270  | Asset Forfeiture                  | 235,226                | 239,663           | 60,000                | -                 | -                 | -                   | 414,889             |
| 272  | Police Grants - State (COPS)      | 560,704                | 755,142           | 73,011                | -                 | -                 | -                   | 1,242,835           |
| 274  | Homeland Security Grant           | (146,371)              | 62,680            | -                     | -                 | -                 | -                   | (83,691)            |
| 275  | Park Impact Fees                  | 953,826                | 211,582           | -                     | 22,704            | -                 | -                   | 1,142,704           |
| 276  | Historic Preservation Grant       | 5,694                  | 79                | -                     | -                 | -                 | -                   | 5,773               |
| 277  | HSIP Grant                        | (69,790)               | 75,000            | -                     | 12,049            | -                 | -                   | (6,839)             |
| 278  | Housing Element Grant             | 135,000                | -                 | -                     | -                 | -                 | -                   | 135,000             |
| 281  | CA State Library Building Forward | -                      | -                 | -                     | -                 | -                 | -                   | -                   |
| 295  | Arroyo Seco Golf Course           | 2,280,785              | 1,632,000         | 1,208,152             | 5,225             | -                 | -                   | 2,699,409           |
| 310  | Sewer Capital Projects            | 287,437                | -                 | 425,808               | -                 | 425,808           | -                   | 287,437             |
| 327  | 2000 Tax Allocation Bonds         | 924,867                | -                 | -                     | -                 | -                 | -                   | 924,867             |
| 400  | Capital Improvement Projects Fund | -                      | -                 | 2,662,631             | -                 | 2,662,631         | -                   | -                   |
| 500  | Water                             | 86,818,450             | 10,785,291        | 6,516,664             | 3,265,065         | -                 | -                   | 87,822,013          |
| 503  | Water Efficiency Fund             | 977,644                | 173,467           | 216,829               | -                 | -                 | -                   | 934,282             |
| 505  | 2016 Water Revenue Bonds          | (31,655,461)           | -                 | 2,475,800             | -                 | 2,475,675         | -                   | (31,655,586)        |
| 506  | SRF Loan - Water                  | (313,655)              | -                 | 266,415               | -                 | 266,415           | -                   | (313,655)           |
| 510  | Water & Sewer Impact Fees         | 1,134,411              | 530,047           | -                     | -                 | -                 | -                   | 1,664,458           |
| 550  | Public Financing Authority        | (3,634,233)            | -                 | 522,976               | -                 | 522,976           | -                   | (3,634,233)         |
| 927  | Redev. Obligations Trust Fund     | 204,948                | 196,600           | 196,600               | -                 | -                 | -                   | 204,948             |
|      |                                   | <b>111,798,312</b>     | <b>68,482,033</b> | <b>58,914,362</b>     | <b>10,241,925</b> | <b>10,241,925</b> | -                   | <b>121,365,983</b>  |
| 227  | Successor Agency to CRA           | (170,642)              | 196,600           | 196,600               | -                 | -                 | -                   | (170,642)           |
|      | <b>Successor Agency Total</b>     | <b>(170,642)</b>       | <b>196,600</b>    | <b>196,600</b>        | <b>-</b>          | <b>-</b>          | <b>-</b>            | <b>(170,642)</b>    |
|      | <b>TOTAL CITY &amp; CRA</b>       | <b>111,627,669</b>     | <b>68,678,633</b> | <b>59,110,962</b>     | <b>10,241,925</b> | <b>10,241,925</b> | <b>-</b>            | <b>121,195,341</b>  |



**RESERVES FY 23-24**

| <b>DESIGNATED RESERVES</b>          | <b>Beginning Balance</b> | <b>Additions</b> | <b>Deletions</b> | <b>Ending Balance</b> |
|-------------------------------------|--------------------------|------------------|------------------|-----------------------|
| Arroyo Golf Course / Bike Trail     | 600,000                  |                  |                  | 600,000               |
| CalTrans Vacant Lot Purchases       | 392,000                  |                  | 243,000          | 149,000               |
| Legal Reserve                       | 500,000                  |                  |                  | 500,000               |
| Library Expansion                   | 200,000                  |                  |                  | 200,000               |
| Maint. Yard / Comm. Ctr             | 267,067                  |                  |                  | 267,067               |
| Renewable Energy Sources Reserve    | 700,000                  |                  |                  | 700,000               |
| Storm Water                         | 300,000                  |                  | 100,000          | 200,000               |
| Financial Sustainability Reserve    | 900,000                  |                  |                  | 900,000               |
| Caltrans 626 Prospective Litigation | 305,876                  |                  | 141,000          | 164,876               |
| Vehicle Replacement Reserve         | 100,000                  |                  |                  | 100,000               |
| Special Projects Reserve            | -                        | 3,207,408        |                  | 3,207,408             |
| Mental Health Reserve               | 200,000                  |                  |                  | 200,000               |
| Stables CIP Reserve                 | 122,548                  | 59,550           |                  | 182,098               |
| <b>Total:</b>                       | <b>4,587,491</b>         | <b>3,266,958</b> | <b>484,000</b>   | <b>7,370,449</b>      |

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# FY 2024-25 Fund Balances

| Fund | Description                       | Beginning Fund Balance | Year-End Revenues | Year-End Expenditures | Transfers Out     | Transfers In      | Reserve Adjustments | Ending Fund Balance |
|------|-----------------------------------|------------------------|-------------------|-----------------------|-------------------|-------------------|---------------------|---------------------|
| 101  | General Fund (Undesignated)       | 21,847,351             | 40,950,106        | 39,765,607            | 767,074           | -                 | (100,000)           | 22,164,776          |
| 101  | GF (Council Designated Reserves)  | 7,370,449              | -                 | -                     | -                 | -                 | 100,000             | 7,470,449           |
|      |                                   | -                      |                   |                       |                   |                   |                     | -                   |
| 103  | Insurance Fund                    | 634,181                | 4,099,360         | 4,099,360             | -                 | -                 | -                   | 634,181             |
| 104  | Street Improvements Program       | 992,492                | -                 | -                     | 957,897           | -                 | -                   | 34,595              |
| 105  | Facilities & Equip. Replacement   | 1,829,900              | 44,395            | 540,000               | 1,364,025         | 144,225           | -                   | 114,495             |
| 106  | Technology Surcharge              | 76,229                 | 22,000            | -                     | -                 | -                 | -                   | 98,229              |
| 108  | SR 110 Gen Fund Reserve           | 326,612                | -                 | -                     | 136,356           | -                 | -                   | 190,256             |
| 110  | OPEB Trust Fund                   | 1,141,509              | -                 | -                     | -                 | -                 | -                   | 1,141,509           |
| 201  | MTA Pedestrian Improvement        | (29,951)               | -                 | -                     | -                 | -                 | -                   | (29,951)            |
| 205  | Prop "A"                          | 1,938,920              | 789,253           | 1,143,014             | -                 | -                 | -                   | 1,585,159           |
| 206  | SLFRF Fund                        | 1,514,753              | -                 | 420,000               | 1,094,753         | -                 | -                   | -                   |
| 207  | Prop "C"                          | 2,145,125              | 640,539           | -                     | 300,000           | -                 | -                   | 2,485,664           |
| 208  | TEA/Metro                         | 155,396                | 2,722             | -                     | -                 | -                 | -                   | 158,117             |
| 209  | Carlyle Library Bequest           | 2,674,036              | -                 | -                     | -                 | -                 | -                   | 2,674,036           |
| 210  | Sewer                             | 9,357,943              | 2,284,699         | 1,366,836             | 885,808           | -                 | -                   | 9,389,998           |
| 211  | CTC Traffic Improvement           | -                      | -                 | -                     | -                 | -                 | -                   | -                   |
| 213  | SB2 Planning Grant                | 52,522                 | -                 | -                     | -                 | 2,054             | -                   | 54,576              |
| 214  | Rogan HR5394 Grant                | (158,614)              | -                 | -                     | 1,083,735         | -                 | -                   | (1,242,349)         |
| 215  | Street Light & Landscape          | 23,407                 | 910,062           | 1,703,153             | -                 | 765,086           | -                   | (4,598)             |
| 217  | Public, Educ. & Gov't. Fund       | 209,038                | 11,433            | -                     | -                 | -                 | -                   | 220,471             |
| 218  | Clean Air Act                     | 206,726                | 16,811            | -                     | -                 | -                 | -                   | 223,538             |
| 219  | CalRecycle Local Asst. Grant      | -                      | -                 | -                     | -                 | -                 | -                   | -                   |
| 220  | Business Improvement Tax          | (3,882)                | 86,250            | 88,000                | -                 | 1,988             | -                   | (3,644)             |
| 223  | Gold Line Mitigation Fund         | 65,052                 | 1,139             | -                     | -                 | -                 | -                   | 66,191              |
| 226  | Mission Meridian Public Garage    | (379,298)              | -                 | 15,000                | -                 | -                 | -                   | (394,298)           |
| 228  | Housing Authority                 | 194,372                | 58,867            | 139,000               | 30,000            | -                 | -                   | 84,240              |
| 230  | State Gas Tax                     | 694,948                | 757,279           | 1,230,905             | 200,000           | -                 | -                   | 21,322              |
| 232  | County Park Bond                  | (257,008)              | 103,500           | 103,500               | -                 | -                 | -                   | (257,008)           |
| 233  | Measure R                         | 2,075,613              | 488,599           | 104,342               | 445,754           | -                 | -                   | 2,014,117           |
| 234  | Measure M-MAT                     | -                      | 912,600           | -                     | 912,600           | -                 | -                   | -                   |
| 236  | Measure M                         | 2,312,893              | 556,633           | 272,209               | 421,026           | -                 | -                   | 2,176,291           |
| 237  | Road Maint. & Rehab. Acct.        | 2,526,998              | 715,084           | -                     | 585,093           | -                 | -                   | 2,656,990           |
| 238  | MSRC Grant                        | (160,236)              | 404,225           | -                     | 244,225           | -                 | -                   | (236)               |
| 239  | Measure W                         | 195,128                | 257,722           | 238,404               | 102,637           | -                 | -                   | 111,809             |
| 240  | Measure M MSP                     | -                      | 372,624           | -                     | 372,624           | -                 | -                   | -                   |
| 241  | Measure H                         | (74,270)               | 7,000             | -                     | -                 | -                 | -                   | (67,270)            |
| 242  | Prop C Exchange                   | (181,951)              | -                 | -                     | -                 | -                 | -                   | (181,951)           |
| 243  | Measure R- MIP                    | -                      | 600,000           | -                     | 600,000           | -                 | -                   | -                   |
| 245  | Bike & Pedestrian Paths           | (25,000)               | 26,986            | -                     | 25,000            | -                 | -                   | (23,014)            |
| 247  | SGVCOG Grants                     | -                      | -                 | -                     | -                 | -                 | -                   | -                   |
| 248  | BTA Grants                        | (416,948)              | -                 | -                     | -                 | -                 | -                   | (416,948)           |
| 249  | Open Streets Grant                | 18,172                 | -                 | -                     | -                 | -                 | -                   | 18,172              |
| 250  | MWD Grant                         | -                      | 500,000           | -                     | 500,000           | -                 | -                   | -                   |
| 251  | Measure A Grant                   | -                      | 550,000           | -                     | 550,000           | -                 | -                   | -                   |
| 252  | Proposition 68 Grant              | -                      | 193,992           | -                     | 193,992           | -                 | -                   | -                   |
| 255  | Capital Growth                    | 723,671                | 61,877            | -                     | 8,757             | -                 | -                   | 776,791             |
| 260  | CDBG                              | (34,908)               | 692,028           | 19,104                | 513,841           | -                 | -                   | 124,175             |
| 270  | Asset Forfeiture                  | 414,889                | 4,177             | 296,385               | -                 | -                 | -                   | 122,681             |
| 272  | Police Grants - State (COPS)      | 1,242,835              | 363,066           | 73,011                | -                 | -                 | -                   | 1,532,891           |
| 274  | Homeland Security Grant           | (83,691)               | 350,049           | 350,049               | -                 | -                 | -                   | (83,691)            |
| 275  | Park Impact Fees                  | 1,142,704              | 214,757           | -                     | 1,224,078         | -                 | -                   | 133,383             |
| 276  | Historic Preservation Grant       | 5,773                  | 101               | -                     | -                 | -                 | -                   | 5,874               |
| 277  | HSIP Grant                        | (6,839)                | 227,452           | -                     | 227,452           | -                 | -                   | (6,839)             |
| 278  | Housing Element Grant             | 135,000                | -                 | 25,000                | -                 | -                 | -                   | 110,000             |
| 281  | CA State Library Building Forward | -                      | -                 | -                     | -                 | -                 | -                   | -                   |
| 295  | Arroyo Seco Golf Course           | 2,699,409              | 1,786,800         | 1,431,511             | 865,143           | -                 | -                   | 2,189,555           |
| 310  | Sewer Capital Projects            | 287,437                | -                 | 425,808               | -                 | 425,808           | -                   | 287,437             |
| 327  | 2000 Tax Allocation Bonds         | 924,867                | -                 | -                     | -                 | -                 | -                   | 924,867             |
| 400  | Capital Improvement Projects Fund | -                      | -                 | 16,334,763            | 2,054             | 16,334,763        | -                   | (2,054)             |
| 500  | Water                             | 87,822,013             | 13,082,853        | 10,099,532            | 6,288,233         | -                 | -                   | 84,517,102          |
| 503  | Water Efficiency Fund             | 934,282                | 177,158           | 336,121               | 300,000           | -                 | -                   | 475,319             |
| 505  | 2016 Water Revenue Bonds          | (31,655,586)           | -                 | 2,475,425             | -                 | 2,475,425         | -                   | (31,655,585)        |
| 506  | SRF Loan - Water                  | (313,655)              | -                 | 532,531               | -                 | 532,532           | -                   | (313,654)           |
| 510  | Water & Sewer Impact Fees         | 1,664,458              | 534,172           | -                     | -                 | -                 | -                   | 2,198,630           |
| 550  | Public Financing Authority        | (3,634,233)            | -                 | 520,276               | -                 | 520,276           | -                   | (3,634,233)         |
| 927  | Redev. Obligations Trust Fund     | 204,948                | 196,600           | 196,600               | -                 | -                 | -                   | 204,948             |
|      |                                   | <b>121,365,983</b>     | <b>74,054,973</b> | <b>84,345,443</b>     | <b>21,202,157</b> | <b>21,202,157</b> | <b>-</b>            | <b>111,075,512</b>  |
| 227  | Successor Agency to CRA           | (170,642)              | 196,600           | 196,000               | -                 | -                 | -                   | (170,042)           |
|      | <b>Successor Agency Total</b>     | <b>(170,642)</b>       | <b>196,600</b>    | <b>196,000</b>        | <b>-</b>          | <b>-</b>          | <b>-</b>            | <b>(170,042)</b>    |
|      | <b>TOTAL CITY &amp; CRA</b>       | <b>121,195,341</b>     | <b>74,251,573</b> | <b>84,541,443</b>     | <b>21,202,157</b> | <b>21,202,157</b> | <b>-</b>            | <b>110,905,470</b>  |

**RESERVES FY 24-25**

| <b>DESIGNATED RESERVES</b>          | <b>Beginning Balance</b> | <b>Additions</b> | <b>Deletions</b> | <b>Ending Balance</b> |
|-------------------------------------|--------------------------|------------------|------------------|-----------------------|
| Arroyo Golf Course / Bike Trail     | 600,000                  |                  |                  | 600,000               |
| CalTrans Vacant Lot Purchases       | 149,000                  |                  |                  | 149,000               |
| Legal Reserve                       | 500,000                  |                  |                  | 500,000               |
| Library Expansion                   | 200,000                  |                  |                  | 200,000               |
| Maint. Yard / Comm. Ctr             | 267,067                  |                  |                  | 267,067               |
| Renewable Energy Sources Reserve    | 700,000                  |                  |                  | 700,000               |
| Storm Water                         | 200,000                  |                  |                  | 200,000               |
| Financial Sustainability Reserve    | 900,000                  | 100,000          |                  | 1,000,000             |
| Caltrans 626 Prospective Litigation | 164,876                  |                  |                  | 164,876               |
| Vehicle Replacement Reserve         | 100,000                  |                  |                  | 100,000               |
| Special Projects Reserve            | 3,207,408                |                  |                  | 3,207,408             |
| Mental Health Reserve               | 200,000                  |                  |                  | 200,000               |
| Stables CIP Reserve                 | 182,098                  | -                |                  | 182,098               |
| <b>Total:</b>                       | <b>7,370,449</b>         | <b>100,000</b>   | <b>-</b>         | <b>7,470,449</b>      |

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## State of Local Fiscal Recovery Fund Activity Summary

| FY 2022-23 SLRF Activity |                        |
|--------------------------|------------------------|
| Civic Plus               | 29,709.50              |
| Taser & Body Cameras     | 70,000.00              |
| CDW - Office 365         | 52,982.01              |
| Breathing Apparatus      | 152,047.32             |
| Salaries                 | 813,916.50             |
| <b>Total</b>             | <b>\$ 1,118,655.33</b> |

| Proposed SLFR Funded Projects                 |                     |
|-----------------------------------------------|---------------------|
| VoIP Phone System Installation                | 21,549              |
| CD Permit Management Software                 | 111,535             |
| City/Civic EV Charging System                 | 130,699             |
| Agenda Management System                      | 21,600              |
| Arroyo Park EV Charging System                | 50,000              |
| City Hall Stormwater Project                  | 200,000             |
| Arroyo Seco San Rafael & San Pascual Projects | 229,370             |
| Library Master Plan                           | 150,000             |
| City Technology & Financial Systems           | 90,000              |
| Library RFID Project                          | 90,000              |
| <b>Total</b>                                  | <b>\$ 1,094,753</b> |

| SLRF Allocation                          |         |                     |
|------------------------------------------|---------|---------------------|
| Original Allocation:                     |         | <b>\$ 6,059,236</b> |
| FY 2022-23 Activity                      |         | 1,118,655           |
| Projected Existing Projects to be Funded |         | 218,420             |
| Proposed Existing Projects to be Funded  |         | 1,094,753           |
| Previously Planned Purchases:            |         |                     |
| Asphalt Truck                            | 300,000 |                     |
| Fire Assessment                          | 50,000  |                     |
| Fire Command Vehicle                     | 70,000  | 420,000             |
| <b>Remaining Unprogrammed Funds</b>      |         | <b>\$ 3,207,408</b> |

| TRANSFERS IN FY 23-24 |                             |                                               |                  |
|-----------------------|-----------------------------|-----------------------------------------------|------------------|
| Fund                  | Fund Name                   | Description                                   | Amount           |
| 101                   | General Fund                | Accounting Adjustment                         | 4,693            |
| 101                   | General Fund                | SLRF - GF Municipal Services Reimbursment     | 3,207,408        |
|                       |                             | <b>Total Fund 101</b>                         | <b>3,212,101</b> |
| 105                   | Facil. & Equip. Replacement | Tesla Lease Model Y                           | -                |
|                       |                             | <b>Total Fund 105</b>                         | <b>-</b>         |
| 215                   | Street Light & Landscape    | Transfer to cover deficit (per Council)       | 598,211          |
|                       |                             | <b>Total Fund 215</b>                         | <b>598,211</b>   |
| 220                   | Business Improvement Tax    | Transfer to cover deficit (per Council)       | 78,109           |
|                       |                             | <b>Total Fund 220</b>                         | <b>78,109</b>    |
| 310                   | Sewer                       | Debt Service Principle                        | 253,262          |
| 310                   | Sewer                       | Debt Service Interest                         | 172,546          |
|                       |                             | <b>Total Fund 310</b>                         | <b>425,808</b>   |
| 400                   | CIP                         | Grevalia&Berkshire Pocket Park                | 22,704           |
| 400                   | CIP                         | Fremont/Huntington MAT Project                | -                |
| 400                   | CIP                         | VoiP Phone System Installation                | 108,451          |
| 400                   | CIP                         | Golf Course Netting Replacemen                | 5,225            |
| 400                   | CIP                         | North-South Corridor ITS Dploy                | 115,593          |
| 400                   | CIP                         | CD Permit Management Software                 | 100,875          |
| 400                   | CIP                         | CD Record Scan & Doc Managmnt                 | -                |
| 400                   | CIP                         | City/Civic EV Charging System                 | 191,199          |
| 400                   | CIP                         | Arroyo Park EV Charging System                | -                |
| 400                   | CIP                         | Fair Oaks Traffic Signal Const                | 5,000            |
| 400                   | CIP                         | Street Repairs - 2023                         | 1,340,548        |
| 400                   | CIP                         | 825 Mission Yard Security Gate                | -                |
| 400                   | CIP                         | Citywide Facility Repair                      | 44,082           |
| 400                   | CIP                         | FD Front Bay Door Replacement                 | -                |
| 400                   | CIP                         | PD Locker/Restroom Improvement                | -                |
| 400                   | CIP                         | PD Improvements                               | -                |
| 400                   | CIP                         | PD Briefing Room Update                       | -                |
| 400                   | CIP                         | PD 1st Floor Inter Paint/Drywal               | 26,061           |
| 400                   | CIP                         | War Memorial Audio/Vis. Equipm                | -                |
| 400                   | CIP                         | Pocket Park Construction                      | -                |
| 400                   | CIP                         | ADA Sidewalk Repairs                          | 30,000           |
| 400                   | CIP                         | War Memorial HVAC Repairs                     | -                |
| 400                   | CIP                         | Rec. Facilities Key System                    | -                |
| 400                   | CIP                         | Fair Oaks ITS Project                         | -                |
| 400                   | CIP                         | Grevelia/Fair Oaks Int. Imprv                 | -                |
| 400                   | CIP                         | Ann. Water Main Repairs                       | -                |
| 400                   | CIP                         | Library HVAC Repairs                          | -                |
| 400                   | CIP                         | Library ADA Ramp, Light. & Imp                | -                |
| 400                   | CIP                         | Water Facil. Site Improvements                | -                |
| 400                   | CIP                         | Advanced Metering Infr. (AMI)                 | -                |
| 400                   | CIP                         | Pedestrian Crossing Devices                   | -                |
| 400                   | CIP                         | Rect. Rapid Flashing Beacons                  | 13,388           |
| 400                   | CIP                         | Rio Hondo LRS Alham, Wash Trtm                | -                |
| 400                   | CIP                         | EV Charging Station (MSRC)                    | -                |
| 400                   | CIP                         | Citywide Facilities Assessment/ Security Enh. | -                |
| 400                   | CIP                         | Library Security Camera System                | -                |
| 400                   | CIP                         | CMMS/Work Order System/GIS                    | -                |
| 400                   | CIP                         | Elevated Tanks-Raymond/Bilikie                | -                |
| 400                   | CIP                         | Sewer Sys. Rep., Rehab&Replace                | 100,000          |
| 400                   | CIP                         | Westside Reservoir                            | -                |
| 400                   | CIP                         | Climate Action Plan                           | -                |
| 400                   | CIP                         | FD Diesel Exhaust System Replacement          | -                |
| 400                   | CIP                         | 308 San Pascual Residence Improvements        | 17,150           |



| TRANSFERS IN FY 23-24    |                            |                                               |                   |
|--------------------------|----------------------------|-----------------------------------------------|-------------------|
| Fund                     | Fund Name                  | Description                                   | Amount            |
| 400                      | CIP                        | Agenda Management System                      | 8,400             |
| 400                      | CIP                        | City Website System & Design                  | 39,970            |
| 400                      | CIP                        | Library Facility Improvements                 | -                 |
| 400                      | CIP                        | Library Roof                                  | -                 |
| 400                      | CIP                        | Library Master Plan                           | -                 |
| 400                      | CIP                        | Special Transportation Projects               | 83,492            |
| 400                      | CIP                        | Parks Master Plan                             | -                 |
| 400                      | CIP                        | Snake Trail Improvements                      | -                 |
| 400                      | CIP                        | Senior Center Flooring                        | -                 |
| 400                      | CIP                        | Arroyo Seco San Rafael & San Pascual Projects | 70,630            |
| 400                      | CIP                        | Huntington Drive Green Street                 | 239,863           |
| 400                      | CIP                        | City Hall Stormwater Project                  | 100,000           |
| 400                      | CIP                        | Fremont/Huntington MIP Project                | -                 |
| <b>Total Fund 400</b>    |                            |                                               | <b>2,662,631</b>  |
| 506                      | SRF Loan Water             | Debt Service - Interest                       | 96,249            |
| 506                      | SRF Loan Water             | Debt Service - Principal                      | 170,166           |
| <b>Total Fund 506</b>    |                            |                                               | <b>266,415</b>    |
| 505                      | Water Rev Bonds            | Debt Service - Fees                           | 1,250             |
| 505                      | Water Rev Bonds            | Issuance Cost Expense                         | -                 |
| 505                      | Water Rev Bonds            | Debt Service - Principal                      | 985,000           |
| 505                      | Water Rev Bonds            | Debt Service - Interest                       | 1,439,213         |
| 505                      | Water Rev Bonds            | Def Loss Amort Expense                        | 258,250           |
| 505                      | Water Rev Bonds            | Premium Amort Expense - 2016                  | (208,038)         |
| <b>Total Fund 505</b>    |                            |                                               | <b>2,475,675</b>  |
| 550                      | Public Financing Authority | Debt Service - Fees                           | 2,000             |
| 550                      | Public Financing Authority | Debt Service-Professional Svc                 | -                 |
| 550                      | Public Financing Authority | Debt Service - Principal - 2013               | 435,000           |
| 550                      | Public Financing Authority | Debt Service - Interest - 2013                | 113,688           |
| 550                      | Public Financing Authority | Premium Amort Expense - 2013                  | (27,712)          |
| <b>Total Fund 550</b>    |                            |                                               | <b>522,976</b>    |
| <b>Total Transfer In</b> |                            |                                               | <b>10,241,925</b> |

# TRANSFERS OUT FY 23-24

| Fund                  | Fund Name                   | Description                                             | Amount           |
|-----------------------|-----------------------------|---------------------------------------------------------|------------------|
| 101                   | General Fund                | VoiP Phone System Installation                          | 108,451          |
| 101                   | General Fund                | CD Permit Management Software                           | 40,520           |
| 101                   | General Fund                | City/Civic EV Charging System                           | 188,499          |
| 101                   | General Fund                | Agenda Management System                                | 8,400            |
| 101                   | General Fund                | City Website System & Design                            | 39,970           |
| 101                   | General Fund                | City Hall Stormwater Project                            | 100,000          |
| 101                   | General Fund                | Arroyo Seco San Rafael & San Pascual Projects           | 70,630           |
| 101                   | General Fund                | Cover deficit for Landscape & Lighting Maintenance Fund | 598,211          |
| 101                   | General Fund                | Cover deficit for Business Improvement Tax Fund         | 78,109           |
| 101                   | General Fund                | Library Master Plan                                     | -                |
| <b>Total Fund 101</b> |                             |                                                         | <b>1,232,790</b> |
| 104                   | Street Imp. Prog.           | Street Repairs - 2023                                   | 1,315,548        |
| 104                   | Street Imp. Prog.           | Accounting Adjustment                                   | 4,693            |
| <b>Total Fund 104</b> |                             |                                                         | <b>1,320,241</b> |
| 105                   | Facil. & Equip. Replacement | 825 Mission Yard Security Gate                          | -                |
| 105                   | Facil. & Equip. Replacement | Citywide Facility Repair                                | 44,082           |
| 105                   | Facil. & Equip. Replacement | FD Front Bay Door Replacement                           | -                |
| 105                   | Facil. & Equip. Replacement | PD Locker/Restroom Improvement                          | -                |
| 105                   | Facil. & Equip. Replacement | PD Improvements                                         | -                |
| 105                   | Facil. & Equip. Replacement | PD Briefing Room Update                                 | -                |
| 105                   | Facil. & Equip. Replacement | PD1st Floor Inter Paint/Drywal                          | 26,061           |
| 105                   | Facil. & Equip. Replacement | War Memorial HVAC Repairs                               | -                |
| 105                   | Facil. & Equip. Replacement | Library HVAC Repairs                                    | -                |
| 105                   | Facil. & Equip. Replacement | Library ADA Ramp, Light. & Imp                          | -                |
| 105                   | Facil. & Equip. Replacement | Citywide Facilities Assessment/ Security Enh.           | -                |
| 105                   | Facil. & Equip. Replacement | Library Security Camera System                          | -                |
| 105                   | Facil. & Equip. Replacement | FD Diesel Exhaust System Replacement                    | -                |
| 105                   | Facil. & Equip. Replacement | Library Facility Improvements                           | -                |
| 105                   | Facil. & Equip. Replacement | Library Roof                                            | -                |
| 105                   | Facil. & Equip. Replacement | Senior Center Flooring                                  | -                |
| <b>Total Fund 105</b> |                             |                                                         | <b>70,143</b>    |
| 108                   | SR 110 GF Reserve           | North-South Corridor ITS Dploy                          | 11,871           |
| <b>Total Fund 108</b> |                             |                                                         | <b>11,871</b>    |
| 206                   | SLRF                        | General Fund Municipal Services Reimbursment            | 3,207,408        |
|                       |                             |                                                         | <b>3,207,408</b> |
| 207                   | Prop C                      | Street Repairs - 2023                                   | -                |
| <b>Total Fund 108</b> |                             |                                                         | <b>-</b>         |
| 210                   | Sewer                       | CMMS/Work Order System/GIS                              | -                |
| 210                   | Sewer                       | Sewer Sys. Rep., Rehab&Replace                          | 100,000          |
| 210                   | Sewer                       | Debt Service - Principal                                | 253,262          |
| 210                   | Sewer                       | Debt Service - Interest                                 | 172,546          |
| <b>Total Fund 210</b> |                             |                                                         | <b>525,808</b>   |
| 213                   | SB2 Planning Grant          | CD Permit Management Software                           | 60,356           |
| <b>Total Fund 213</b> |                             |                                                         | <b>60,356</b>    |
| 214                   | Rogan HR5294 Grant          | North-South Corridor ITS Dploy                          | 102,334          |
| <b>Total Fund 214</b> |                             |                                                         | <b>102,334</b>   |
| 228                   | Housing Authority           | 308 San Pascual Residence Improvements                  | 17,150           |
| <b>Total Fund 228</b> |                             |                                                         | <b>17,150</b>    |
| 230                   | Gas Tax                     | Street Repairs - 2023                                   | -                |

# TRANSFERS OUT FY 23-24

| Fund | Fund Name                     | Description                                   | Amount         |
|------|-------------------------------|-----------------------------------------------|----------------|
|      |                               | <b>Total Fund 230</b>                         | -              |
| 233  | Measure R                     | Special Transportation Projects               | 41,746         |
|      |                               | <b>Total Fund 233</b>                         | <b>41,746</b>  |
| 234  | Measure M-MAT                 | Fremont/Huntington MAT Project                | -              |
|      |                               | <b>Total Fund 234</b>                         | -              |
| 236  | Measure M                     | Fair Oaks Traffic Signal Const                | 5,000          |
| 236  | Measure M                     | Rect. Rapid Flashing Beacons                  | 1,339          |
| 236  | Measure M                     | Special Transportation Projects               | 41,746         |
|      |                               | <b>Total Fund 236</b>                         | <b>48,085</b>  |
| 237  | RMRA                          | Street Repairs - 2023                         | -              |
|      |                               | <b>Total Fund 237</b>                         | -              |
| 238  | MSRC                          | Tesla Lease Model Y                           | -              |
| 238  | MSRC                          | City/Civic EV Charging System                 | 2,700          |
|      |                               | <b>Total Fund 238</b>                         | <b>2,700</b>   |
| 239  | Measure W                     | Rio Hondo LRS Alham, Wash Trtm                | -              |
| 239  | Measure W                     | Arroyo Seco San Rafael & San Pascual Projects | -              |
| 239  | Measure W                     | Huntington Drive Green Street                 | 239,863        |
|      |                               | <b>Total Fund 239</b>                         | <b>239,863</b> |
| 240  | Measure M MSP                 | Pedestrian Crossing Devices                   | -              |
| 240  | Measure M MSP                 | Grevelia/Fair Oaks Int. Imprv                 | -              |
|      |                               | <b>Total Fund 240</b>                         | -              |
| 243  | Measure R - MIP               | Fremont/Huntington MIP Project                | -              |
|      |                               | <b>Total Fund 243</b>                         | -              |
| 245  | Bike & Pedestrian Path        | Street Repairs - 2023                         | 25,000         |
|      |                               | <b>Total Fund 245</b>                         | <b>25,000</b>  |
| 255  | Capital Growth                | North-South Corridor ITS Dploy                | 1,387          |
|      |                               | <b>Total Fund 255</b>                         | <b>1,387</b>   |
| 260  | CDBG                          | ADA Sidewalk Repairs                          | 30,000         |
|      |                               | <b>Total Fund 260</b>                         | <b>30,000</b>  |
| 275  | Park Impact Fees              | Grevelia&Berkshire Pocket Park                | 22,704         |
| 275  | Park Impact Fees              | Parks Master Plan                             | -              |
| 275  | Park Impact Fees              | Snake Trail Improvements                      | -              |
|      |                               | <b>Total Fund 275</b>                         | <b>22,704</b>  |
| 277  | HSIP Grant                    | Fair Oaks Traffic Signal Const                | -              |
| 277  | HSIP Grant                    | Rect. Rapid Flashing Beacons                  | 12,049         |
|      |                               | <b>Total Fund 277</b>                         | <b>12,049</b>  |
| 281  | CA State Library Bld. Forward | Library HVAC Repairs                          | -              |
| 281  | CA State Library Bld. Forward | Library Facility Improvements                 | -              |
| 281  | CA State Library Bld. Forward | Library Roof                                  | -              |
|      |                               | <b>Total Fund 281</b>                         | -              |
| 295  | Arroyo Seco Golf              | Golf Course Netting Replacemen                | 5,225          |
|      |                               | <b>Total Fund 295</b>                         | <b>5,225</b>   |
| 500  | Water                         | Ann. Water Main Repairs                       | -              |
| 500  | Water                         | Water Facil. Site Improvements                | -              |
| 500  | Water                         | Advanced Metering Infr. (AMI)                 | -              |
| 500  | Water                         | CMMS/Work Order System/GIS                    | -              |
| 500  | Water                         | Elevated Tanks-Raymond/Bilikie                | -              |
| 500  | Water                         | Westside Reservoir                            | -              |

# TRANSFERS OUT FY 23-24

| Fund                      | Fund Name        | Description                     | Amount            |
|---------------------------|------------------|---------------------------------|-------------------|
| 500                       | Water            | SRLF Debt Service - Interest    | 96,249            |
| 500                       | Water            | SRLF Debt Service - Principal   | 170,166           |
| 500                       | Water            | Debt Service - Fees             | 1,250             |
| 500                       | Water            | Debt Service - Principal        | 985,000           |
| 500                       | Water            | Debt Service - Interest         | 1,439,213         |
| 500                       | Water            | Def Loss Amort Expense          | 258,250           |
| 500                       | Water            | Premium Amort Expense - 2016    | (208,038)         |
| 500                       | Water            | Debt Service - Fees             | 2,000             |
| 500                       | Water            | Debt Service - Principal - 2013 | 435,000           |
| 500                       | Water            | Debt Service - Interest - 2013  | 113,688           |
| 500                       | Water            | Premium Amort Expense - 2013    | (27,712)          |
| <b>Total Fund 500</b>     |                  |                                 | <b>3,265,065</b>  |
| 503                       | Water Efficiency | Climate Action Plan             | -                 |
| 503                       | Water Efficiency | City Hall Stormwater Project    | -                 |
| <b>Total Fund 503</b>     |                  |                                 | <b>-</b>          |
| <b>Total Transfer Out</b> |                  |                                 | <b>10,241,925</b> |

| TRANSFERS IN FY 24-25 |                             |                                               |                |
|-----------------------|-----------------------------|-----------------------------------------------|----------------|
| Fund                  | Fund Name                   | Description                                   | Amount         |
| 101                   | General Fund                |                                               |                |
|                       |                             | <b>Total Fund 101</b>                         | <b>-</b>       |
| 105                   | Facil. & Equip. Replacement | Tesla Lease Model Y                           | 144,225        |
|                       |                             | <b>Total Fund 105</b>                         | <b>144,225</b> |
| 215                   | Street Light & Landscape    | Transfer to cover deficit (per Council)       | 765,086        |
|                       |                             | <b>Total Fund 215</b>                         | <b>765,086</b> |
| 220                   | Business Improvement Tax    | Transfer to cover deficit (per Council)       | 1,988          |
|                       |                             | <b>Total Fund 220</b>                         | <b>1,988</b>   |
| 213                   | SB2 Planning Grant          | CD Management Software                        | 2,054          |
|                       |                             | <b>Total Fund 220</b>                         | <b>2,054</b>   |
| 310                   | Sewer                       | Debt Service Principle                        | 258,581        |
| 310                   | Sewer                       | Debt Service Interest                         | 167,227        |
|                       |                             | <b>Total Fund 310</b>                         | <b>425,808</b> |
| 400                   | CIP                         | Grevalia&Berkshire Pocket Park                | 1,768,070      |
| 400                   | CIP                         | Fremont/Huntington MAT Project                | 912,600        |
| 400                   | CIP                         | VoiP Phone System Installation                | 21,549         |
| 400                   | CIP                         | Golf Course Netting Replacemen                | 730,143        |
| 400                   | CIP                         | North-South Corridor ITS Dploy                | 1,228,848      |
| 400                   | CIP                         | CD Permit Management Software                 | 111,535        |
| 400                   | CIP                         | CD Record Scan & Doc Managmnt                 | -              |
| 400                   | CIP                         | City/Civic EV Charging System                 | 230,699        |
| 400                   | CIP                         | Arroyo Park EV Charging System                | 50,000         |
| 400                   | CIP                         | Fair Oaks Traffic Signal Const                | -              |
| 400                   | CIP                         | Street Repairs - 2023                         | 2,617,990      |
| 400                   | CIP                         | 825 Mission Yard Security Gate                | -              |
| 400                   | CIP                         | Citywide Facility Repair                      | 329,570        |
| 400                   | CIP                         | FD Front Bay Door Replacement                 | 135,000        |
| 400                   | CIP                         | PD Locker/Restroom Improvement                | 90,000         |
| 400                   | CIP                         | PD Improvements                               | -              |
| 400                   | CIP                         | PD Briefing Room Update                       | -              |
| 400                   | CIP                         | PD1st Floor Inter Paint/Drywal                | -              |
| 400                   | CIP                         | War Memorial Audio/Vis. Equipm                | -              |
| 400                   | CIP                         | Pocket Park Construction                      | -              |
| 400                   | CIP                         | ADA Sidewalk Repairs                          | 513,841        |
| 400                   | CIP                         | War Memorial HVAC Repairs                     | -              |
| 400                   | CIP                         | Rec. Facilities Key System                    | 20,000         |
| 400                   | CIP                         | Fair Oaks ITS Project                         | -              |
| 400                   | CIP                         | Grevelia/Fair Oaks Int. Imprv                 | 50,000         |
| 400                   | CIP                         | Ann. Water Main Repairs                       | 2,000,000      |
| 400                   | CIP                         | Library HVAC Repairs                          | -              |
| 400                   | CIP                         | Library ADA Ramp, Light. & Imp                | 73,054         |
| 400                   | CIP                         | Water Facil. Site Improvements                | -              |
| 400                   | CIP                         | Advanced Metering Infr. (AMI)                 | 150,000        |
| 400                   | CIP                         | Pedestrian Crossing Devices                   | 322,624        |
| 400                   | CIP                         | Rect. Rapid Flashing Beacons                  | 252,725        |
| 400                   | CIP                         | Rio Hondo LRS Alham, Wash Trtm                | 55,000         |
| 400                   | CIP                         | EV Charging Station (MSRC)                    | -              |
| 400                   | CIP                         | Citywide Facilities Assessment/ Security Enh. | 287,160        |
| 400                   | CIP                         | Library Security Camera System                | 120,698        |
| 400                   | CIP                         | CMMS/Work Order System/GIS                    | 120,000        |
| 400                   | CIP                         | Elevated Tanks-Raymond/Bilikie                | -              |
| 400                   | CIP                         | Sewer Sys. Rep., Rehab&Replace                | 400,000        |
| 400                   | CIP                         | Westside Reservoir                            | 550,000        |
| 400                   | CIP                         | Climate Action Plan                           | -              |



| TRANSFERS IN FY 24-25    |                            |                                                  |                   |
|--------------------------|----------------------------|--------------------------------------------------|-------------------|
| Fund                     | Fund Name                  | Description                                      | Amount            |
| 400                      | CIP                        | FD Diesel Exhaust System Replacement             | 50,000            |
| 400                      | CIP                        | 308 San Pascual Residence Improvements           | 30,000            |
| 400                      | CIP                        | Agenda Management System                         | 21,600            |
| 400                      | CIP                        | City Website System & Design                     | -                 |
| 400                      | CIP                        | Library Facility Improvements                    | 31,907            |
| 400                      | CIP                        | Library Roof                                     | 166,636           |
| 400                      | CIP                        | Library Master Plan                              | 150,000           |
| 400                      | CIP                        | Parks Master Plan                                | 150,000           |
| 400                      | CIP                        | Special Transportation Projects                  | 141,508           |
| 400                      | CIP                        | Snake Trail Improvements                         | 50,000            |
| 400                      | CIP                        | Senior Center Flooring                           | 60,000            |
| 400                      | CIP                        | Arroyo Seco San Rafael & San Pascual Projects    | 366,870           |
| 400                      | CIP                        | Huntington Drive Green Street                    | 10,137            |
| 400                      | CIP                        | City Hall Stormwater Project                     | 900,000           |
| 400                      | CIP                        | City Technology & Financial Systems              | 90,000            |
| 400                      | CIP                        | Citywide Mobility / Active Transport Plan Update | 150,000           |
| 400                      | CIP                        | Fremont/Huntington MIP Project                   | 600,000           |
| 400                      | CIP                        | Library Radio Frequency Identification (RFID)    | 90,000            |
| 400                      | CIP                        | Arroyo Seco Golf Course Comprehensive Plan       | 135,000           |
| <b>Total Fund 400</b>    |                            |                                                  | <b>16,334,763</b> |
| 505                      | Water Rev Bonds            | Debt Service - Fees                              | 1,500             |
| 505                      | Water Rev Bonds            | Issuance Cost Expense                            | -                 |
| 505                      | Water Rev Bonds            | Debt Service - Principal                         | 1,035,000         |
| 505                      | Water Rev Bonds            | Debt Service - Interest                          | 1,388,713         |
| 505                      | Water Rev Bonds            | Def Loss Amort Expense                           | 258,250           |
| 505                      | Water Rev Bonds            | Premium Amort Expense - 2016                     | (208,038)         |
| <b>Total Fund 505</b>    |                            |                                                  | <b>2,475,425</b>  |
| 506                      | SRF Loan Water             | Debt Service - Interest                          | 188,150           |
| 506                      | SRF Loan Water             | Debt Service - Principal                         | 344,382           |
|                          |                            |                                                  | <b>532,532</b>    |
| 550                      | Public Financing Authority | Debt Service - Fees                              | 2,000             |
| 550                      | Public Financing Authority | Debt Service-Professional Svc                    | -                 |
| 550                      | Public Financing Authority | Debt Service - Principal - 2013                  | 450,000           |
| 550                      | Public Financing Authority | Debt Service - Interest - 2013                   | 95,988            |
| 550                      | Public Financing Authority | Premium Amort Expense - 2013                     | (27,712)          |
| <b>Total Fund 550</b>    |                            |                                                  | <b>520,276</b>    |
| <b>Total Transfer In</b> |                            |                                                  | <b>21,202,157</b> |

# TRANSFERS OUT FY 24-25

| Fund                  | Fund Name                   | Description                                             | Amount           |
|-----------------------|-----------------------------|---------------------------------------------------------|------------------|
| 101                   | General Fund                | VoiP Phone System Installation                          | -                |
| 101                   | General Fund                | CD Permit Management Software                           | -                |
| 101                   | General Fund                | City/Civic EV Charging System                           | -                |
| 101                   | General Fund                | Agenda Management System                                | -                |
| 101                   | General Fund                | Arroyo Park EV Charging System                          | -                |
| 101                   | General Fund                | City Hall Stormwater Project                            | -                |
| 101                   | General Fund                | Arroyo Seco San Rafael & San Pascual Projects           | -                |
| 101                   | General Fund                | Cover deficit for Landscape & Lighting Maintenance Fund | 765,086          |
| 101                   | General Fund                | Cover deficit for Business Improvement Tax Fund         | 1,988            |
| 101                   | General Fund                | Library Master Plan                                     | -                |
| <b>Total Fund 101</b> |                             |                                                         | <b>767,074</b>   |
| 104                   | Street Imp. Prog.           | Street Repairs - 2023                                   | 957,897          |
| <b>Total Fund 104</b> |                             |                                                         | <b>957,897</b>   |
| 105                   | Facil. & Equip. Replacement | 825 Mission Yard Security Gate                          | -                |
| 105                   | Facil. & Equip. Replacement | Citywide Facility Repair                                | 329,570          |
| 105                   | Facil. & Equip. Replacement | FD Front Bay Door Replacement                           | 135,000          |
| 105                   | Facil. & Equip. Replacement | PD Locker/Restroom Improvement                          | 90,000           |
| 105                   | Facil. & Equip. Replacement | Rec. Facilities Key System                              | 20,000           |
| 105                   | Facil. & Equip. Replacement | PD Briefing Room Update                                 | -                |
| 105                   | Facil. & Equip. Replacement | PD1st Floor Inter Paint/Drywal                          | -                |
| 105                   | Facil. & Equip. Replacement | War Memorial HVAC Repairs                               | -                |
| 105                   | Facil. & Equip. Replacement | Library HVAC Repairs                                    | -                |
| 105                   | Facil. & Equip. Replacement | Library ADA Ramp, Light. & Imp                          | 73,054           |
| 105                   | Facil. & Equip. Replacement | Citywide Facilities Assessment/ Security Enh.           | 287,160          |
| 105                   | Facil. & Equip. Replacement | Library Security Camera System                          | 120,698          |
| 105                   | Facil. & Equip. Replacement | FD Diesel Exhaust System Replacement                    | 50,000           |
| 105                   | Facil. & Equip. Replacement | Library Facility Improvements                           | 31,907           |
| 105                   | Facil. & Equip. Replacement | Library Roof                                            | 166,636          |
| 105                   | Facil. & Equip. Replacement | Senior Center Flooring                                  | 60,000           |
| <b>Total Fund 105</b> |                             |                                                         | <b>1,364,025</b> |
| 108                   | SR 110 GF Reserve           | North-South Corridor ITS Dploy                          | 136,356          |
| <b>Total Fund 108</b> |                             |                                                         | <b>136,356</b>   |
| 206                   | SLRF                        | VoiP Phone System Installation                          | 21,549           |
| 206                   | SLRF                        | CD Permit Management Software                           | 111,535          |
| 206                   | SLRF                        | City/Civic EV Charging System                           | 130,699          |
| 206                   | SLRF                        | Agenda Management System                                | 21,600           |
| 206                   | SLRF                        | Arroyo Park EV Charging System                          | 50,000           |
| 206                   | SLRF                        | City Hall Stormwater Project                            | 200,000          |
| 206                   | SLRF                        | Arroyo Seco San Rafael & San Pascual Projects           | 229,370          |
| 206                   | SLRF                        | Library Master Plan                                     | 150,000          |
| 206                   | SLRF                        | City Technology & Financial Systems                     | 90,000           |
| 206                   | SLRF                        | Library Radio Frequency Identification (RFID)           | 90,000           |
| <b>Total Fund 206</b> |                             |                                                         | <b>1,094,753</b> |
| 207                   | Prop C                      | Street Repairs - 2023                                   | 300,000          |
| <b>Total Fund 108</b> |                             |                                                         | <b>300,000</b>   |
| 210                   | Sewer                       | CMMS/Work Order System/GIS                              | 60,000           |
| 210                   | Sewer                       | Sewer Sys. Rep., Rehab&Replace                          | 400,000          |
| 210                   | Sewer                       | Debt Service - Principal                                | 258,581          |
| 210                   | Sewer                       | Debt Service - Interest                                 | 167,227          |

# TRANSFERS OUT FY 24-25

| Fund | Fund Name              | Description                                      | Amount           |
|------|------------------------|--------------------------------------------------|------------------|
|      |                        | <b>Total Fund 210</b>                            | <b>885,808</b>   |
| 213  | SB2 Planning Grant     | CD Permit Management Software                    | -                |
|      |                        | <b>Total Fund 213</b>                            | <b>-</b>         |
| 214  | Rogan HR5294 Grant     | North-South Corridor ITS Dploy                   | 1,083,735        |
|      |                        | <b>Total Fund 214</b>                            | <b>1,083,735</b> |
| 228  | Housing Authority      | 308 San Pascual Residence Improvements           | 30,000           |
|      |                        | <b>Total Fund 228</b>                            | <b>30,000</b>    |
| 230  | Gas Tax                | Street Repairs - 2023                            | 200,000          |
|      |                        | <b>Total Fund 230</b>                            | <b>200,000</b>   |
| 233  | Measure R              | Street Repairs - 2023                            | 300,000          |
| 233  | Measure R              | Special Transporation Projects                   | 70,754           |
| 233  | Measure R              | Citywide Mobility / Active Transport Plan Update | 75,000           |
|      |                        | <b>Total Fund 233</b>                            | <b>445,754</b>   |
| 234  | Measure M-MAT          | Fremont/Huntington MAT Project                   | 912,600          |
|      |                        | <b>Total Fund 234</b>                            | <b>912,600</b>   |
| 236  | Measure M              | Street Repairs - 2023                            | 250,000          |
| 236  | Measure M              | Rect. Rapid Flashing Beacons                     | 25,272           |
| 236  | Measure M              | Special Transporation Projects                   | 70,754           |
| 236  | Measure M              | Citywide Mobility / Active Transport Plan Update | 75,000           |
|      |                        | <b>Total Fund 236</b>                            | <b>421,026</b>   |
| 237  | RMRA                   | Street Repairs - 2023                            | 585,093          |
|      |                        | <b>Total Fund 237</b>                            | <b>585,093</b>   |
| 238  | MSRC                   | Tesla Lease Model Y                              | 144,225          |
| 238  | MSRC                   | City/Civic EV Charging System                    | 100,000          |
|      |                        | <b>Total Fund 238</b>                            | <b>244,225</b>   |
| 239  | Measure W              | Rio Hondo LRS Alham, Wash Trtm                   | 55,000           |
| 239  | Measure W              | Arroyo Seco San Rafael & San Pascual Projects    | 37,500           |
| 239  | Measure W              | Huntington Drive Green Street                    | 10,137           |
|      |                        | <b>Total Fund 239</b>                            | <b>102,637</b>   |
| 240  | Measure M MSP          | Pedestrian Crossing Devices                      | 322,624          |
| 240  | Measure M MSP          | Grevelia/Fair Oaks Int. Imprv                    | 50,000           |
|      |                        | <b>Total Fund 240</b>                            | <b>372,624</b>   |
| 243  | Measure R - MIP        | Fremont/Huntington MIP Project                   | 600,000          |
|      |                        | <b>Total Fund 243</b>                            | <b>600,000</b>   |
| 245  | Bike & Pedestrian Path | Street Repairs - 2023                            | 25,000           |
|      |                        | <b>Total Fund 245</b>                            | <b>25,000</b>    |
| 250  | MWD                    | City Hall Stormwater Project                     | 500,000          |
|      |                        | <b>Total Fund 250</b>                            | <b>500,000</b>   |
| 251  | Measure A              | Grevalia&Berkshire Pocket Park                   | 550,000          |
|      |                        | <b>Total Fund 251</b>                            | <b>550,000</b>   |
| 252  | Prop 68                | Grevalia&Berkshire Pocket Park                   | 193,992          |
|      |                        | <b>Total Fund 252</b>                            | <b>193,992</b>   |
| 255  | Capital Growth         | North-South Corridor ITS Dploy                   | 8,757            |
|      |                        | <b>Total Fund 255</b>                            | <b>8,757</b>     |
| 260  | CDBG                   | ADA Sidewalk Repairs                             | 513,841          |
|      |                        | <b>Total Fund 260</b>                            | <b>513,841</b>   |
| 275  | Park Impact Fees       | Grevalia&Berkshire Pocket Park                   | 1,024,078        |
| 275  | Park Impact Fees       | Parks Master Plan                                | 150,000          |

# TRANSFERS OUT FY 24-25

| Fund | Fund Name                     | Description                                   | Amount            |
|------|-------------------------------|-----------------------------------------------|-------------------|
| 275  | Park Impact Fees              | Snake Trail Improvements                      | 50,000            |
|      |                               | <b>Total Fund 275</b>                         | <b>1,224,078</b>  |
| 277  | HSIP Grant                    | Fair Oaks Traffic Signal Const                | -                 |
| 277  | HSIP Grant                    | Rect. Rapid Flashing Beacons                  | 227,452           |
|      |                               | <b>Total Fund 277</b>                         | <b>227,452</b>    |
| 281  | CA State Library Bld. Forward | Library HVAC Repairs                          | -                 |
| 281  | CA State Library Bld. Forward | Library Facility Improvements                 | -                 |
| 281  | CA State Library Bld. Forward | Library Roof                                  | -                 |
|      |                               | <b>Total Fund 281</b>                         | <b>-</b>          |
| 295  | Arroyo Seco Golf              | Golf Course Netting Replacemen                | 730,143           |
| 295  | Arroyo Seco Golf              | Arroyo Seco Golf Course Comprehensive Plan    | 135,000           |
|      |                               | <b>Total Fund 295</b>                         | <b>865,143</b>    |
| 400  |                               | CD Permit Managemennt Software                | 2,054             |
|      |                               | <b>Total Fund 400</b>                         | <b>2,054</b>      |
| 500  | Water                         | Ann. Water Main Repairs                       | 2,000,000         |
| 500  | Water                         | Water Facil. Site Improvements                | -                 |
| 500  | Water                         | Advanced Metering Infr. (AMI)                 | 150,000           |
| 500  | Water                         | CMMS/Work Order System/GIS                    | 60,000            |
| 500  | Water                         | Elevated Tanks-Raymond/Bilikie                | -                 |
| 500  | Water                         | Westside Reservoir                            | 550,000           |
| 500  | Water                         | SRLF Debt Service - Interest                  | 188,150           |
| 500  | Water                         | SRLF Debt Service - Principal                 | 344,382           |
| 500  | Water                         | Debt Service - Fees                           | 1,500             |
| 500  | Water                         | Debt Service - Principal                      | 1,035,000         |
| 500  | Water                         | Debt Service - Interest                       | 1,388,713         |
| 500  | Water                         | Def Loss Amort Expense                        | 258,250           |
| 500  | Water                         | Premium Amort Expense - 2016                  | (208,038)         |
| 500  | Water                         | Debt Service - Fees                           | 2,000             |
| 500  | Water                         | Debt Service - Principal - 2013               | 450,000           |
| 500  | Water                         | Debt Service - Interest - 2013                | 95,988            |
| 500  | Water                         | Premium Amort Expense - 2013                  | (27,712)          |
|      |                               | <b>Total Fund 500</b>                         | <b>6,288,233</b>  |
| 503  | Water Efficiency              | Arroyo Seco San Rafael & San Pascual Projects | 100,000           |
| 503  | Water Efficiency              | City Hall Stormwater Project                  | 200,000           |
|      |                               | <b>Total Fund 503</b>                         | <b>300,000</b>    |
|      |                               | <b>Total Transfer Out</b>                     | <b>21,202,157</b> |

| REVENUE DETAIL FY 24-25                |                                    | Actual            | Actual            | Actual            | Adopted           | Estimated         | Proposed          |
|----------------------------------------|------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Acct                                   | Account Title                      | 2020/21           | 2021/22           | 2022/23           | 2023/24           | 2023/24           | 2024/25           |
| 4000-000                               | Property Tax - Current Secured     | 12,386,279        | 12,823,306        | 13,808,976        | 14,543,151        | 14,543,151        | 15,268,303        |
| 4010-000                               | Property Tax - Unsecured           | 435,198           | 759,197           | 478,937           | 448,243           | 448,243           | 483,583           |
| 4015-000                               | Property Tax - Residual SA         | 101,674           | 213,625           | 126,881           | 139,050           | 199,630           | 146,510           |
| 4020-000                               | Property Tax - Prior Years         | (23,528)          | 2,129             | (52,221)          | 3,090             | 3,090             | 3,090             |
| 4030-000                               | Property Tax - Int & Pen           | 45,544            | 51,961            | 47,863            | 30,900            | 42,821            | 41,700            |
| 4035-000                               | Property Tax - Postponement        | 18,790            | 29,653            | -                 | 30,542            | 9,689             | 24,200            |
| 4040-000                               | Highway Rental                     | 112,115           | 112,334           | 105,872           | 115,477           | 112,562           | 115,477           |
| 4050-000                               | Homeowners Exemption               | 58,805            | 58,841            | 58,903            | 61,800            | 61,800            | 61,800            |
| 4060-000                               | Supplemental - Sec/Unsec           | 320,286           | 409,925           | 439,970           | 422,223           | 422,223           | 450,000           |
| 5002-000                               | Motor Vehicle In Lieu Adj.         | 3,318,155         | 3,445,099         | 3,713,192         | 3,905,907         | 3,913,092         | 4,097,789         |
| <b>Property Tax</b>                    |                                    | <b>16,773,318</b> | <b>17,906,070</b> | <b>18,728,374</b> | <b>19,700,384</b> | <b>19,756,301</b> | <b>20,692,452</b> |
| 4150-000                               | Library Special Tax                | 347,931           | 364,223           | 395,801           | 375,149           | 406,000           | 420,000           |
| <b>Assessments &amp; Special Taxes</b> |                                    | <b>347,931</b>    | <b>364,223</b>    | <b>395,801</b>    | <b>375,149</b>    | <b>406,000</b>    | <b>420,000</b>    |
| 4200-000                               | Sales & Use Tax                    | 2,398,132         | 2,730,069         | 3,004,168         | 2,972,321         | 2,775,798         | 2,802,957         |
| 4200-002                               | Sales Tax - Measure A              | 2,407,750         | 2,993,038         | 3,134,514         | 3,121,000         | 3,055,000         | 3,110,000         |
| 4201-000                               | PSAF - Prop 172 Sales Tax          | 326,764           | 373,506           | 384,746           | 384,712           | 384,745           | 403,213           |
| <b>Sales Tax</b>                       |                                    | <b>5,132,645</b>  | <b>6,096,613</b>  | <b>6,523,428</b>  | <b>6,478,033</b>  | <b>6,215,543</b>  | <b>6,316,170</b>  |
| 4230-001                               | Utility Tax - Water                | 960,932           | 844,642           | 809,278           | 903,100           | 812,317           | 829,230           |
| 4230-002                               | Utility Tax - Electric             | 1,562,810         | 1,750,422         | 2,079,269         | 2,136,916         | 2,136,916         | 2,328,781         |
| 4230-003                               | Utility Tax - Gas                  | 489,887           | 590,186           | 860,701           | 643,302           | 860,000           | 925,000           |
| 4230-004                               | Utility Tax - Telephone            | 410,435           | 417,483           | 408,223           | 396,609           | 396,609           | 396,609           |
| 4230-006                               | Utility Tax - Cable                | 314,466           | 272,535           | 273,601           | 272,535           | 272,535           | 272,535           |
| <b>Utility Users Tax</b>               |                                    | <b>3,738,531</b>  | <b>3,875,268</b>  | <b>4,431,072</b>  | <b>4,352,462</b>  | <b>4,478,377</b>  | <b>4,752,155</b>  |
| 4210-001                               | Franchise - Refuse                 | 553,981           | 575,957           | 639,264           | 593,236           | 580,000           | 684,013           |
| 4210-002                               | Franchise - Cable TV               | 228,125           | 223,941           | 218,246           | 230,659           | 226,000           | 214,536           |
| 4210-003                               | Franchise - Electric               | 155,020           | 163,883           | 198,169           | 168,800           | 172,357           | 221,949           |
| 4210-004                               | Franchise - Gas                    | 58,579            | 63,688            | 75,919            | 68,783            | 54,000            | 85,029            |
| 4220-000                               | Real Property Transfer             | 204,703           | 262,064           | 170,180           | 210,000           | 188,790           | 200,000           |
| <b>Other Taxes</b>                     |                                    | <b>1,200,408</b>  | <b>1,289,532</b>  | <b>1,301,778</b>  | <b>1,271,477</b>  | <b>1,221,147</b>  | <b>1,405,527</b>  |
| 4400-000                               | Business License                   | 386,163           | 381,395           | 429,784           | 391,000           | 430,000           | 430,000           |
| 4405-000                               | Business License SB1186 Fee        | 9,779             | 9,353             | 10,937            | 9,400             | 11,000            | 11,000            |
| 4420-000                               | Bus Lic Penalties & Trans          | 6,011             | 5,497             | 21,524            | 8,000             | 32,663            | 27,093            |
| 4440-000                               | Tobacco Retail Permit              | 240               | 960               | -                 | -                 | 570               | 570               |
| 4460-000                               | Parking Permits                    | 283,235           | 280,095           | 264,386           | 252,000           | 235,700           | 252,000           |
| 4445-000                               | Filming Permits                    | 80,498            | 86,130            | 88,261            | 85,000            | 50,000            | 70,000            |
| 4465-001                               | Fire Permits                       | 14,418            | 19,453            | 15,470            | 12,000            | 15,000            | 17,000            |
| 4470-001                               | Grading Permits                    | -                 | -                 | 628               | 300               | -                 | 300               |
| 4470-002                               | Street / Curb Permits              | 27,793            | 25,231            | 39,984            | 30,000            | 35,000            | 35,000            |
| 4470-004                               | Street Closure Permits             | -                 | 4,461             | -                 | 3,000             | 1,000             | 1,500             |
| 4470-005                               | Newsrack Permits                   | -                 | 462               | -                 | 500               | -                 | -                 |
| 4480-000                               | FOG Wastewater Permit              | 142               | 1,045             | -                 | 5,000             | 5,000             | 5,000             |
| <b>Licenses &amp; Permits</b>          |                                    | <b>808,280</b>    | <b>814,081</b>    | <b>870,974</b>    | <b>796,200</b>    | <b>815,933</b>    | <b>849,463</b>    |
| 4600-000                               | Vehicle Code Fines                 | 34,108            | 48,049            | 27,321            | 18,500            | 31,547            | 18,500            |
| 4610-000                               | Parking Citations                  | 100,057           | (437)             | 36,237            | 38,000            | 25,924            | 38,000            |
| 4620-000                               | Other Court Fines                  | 9,284             | 4,679             | 2,301             | 1,500             | 9,405             | 1,500             |
| <b>Fines &amp; Forfeitures</b>         |                                    | <b>143,449</b>    | <b>52,291</b>     | <b>65,860</b>     | <b>58,000</b>     | <b>66,876</b>     | <b>58,000</b>     |
| 4800-000                               | Interest Income                    | 238,731           | 224,197           | 423,122           | 950,437           | 658,965           | 658,965           |
| 4802-000                               | Gain / Loss on Investments         | 25,833            | (11,890)          | (115,979)         | -                 | -                 | -                 |
| 4805-000                               | Unrealized Gain / Loss             | (261,442)         | (1,125,662)       | (234,458)         | -                 | -                 | -                 |
| 4815-000                               | Chamber Farmers Mkt Cap Impr       | 4,665             | 11,572            | 7,783             | 5,022             | 12,000            | 14,000            |
| 4820-000                               | Rental - Stables                   | 106,240           | 129,316           | 136,096           | 140,000           | 140,000           | 140,000           |
| 4820-001                               | Rental - Stables - CIP Rsv         | 48,693            | 69,608            | 73,008            | 60,000            | 65,000            | 65,000            |
| 4825-000                               | Rental - Tennis                    | 79,100            | 78,896            | 91,306            | 108,000           | 52,000            | 54,000            |
| 4825-001                               | Rental - Tennis - CIP Rsv          | 4,900             | -                 | -                 | -                 | -                 | -                 |
| 4830-001                               | Rental - Cellular Site             | 4,374,440         | -                 | -                 | -                 | -                 | -                 |
| 4830-002                               | Rental - Cell Phone Site           | 23,013            | -                 | -                 | -                 | -                 | -                 |
| 4830-003                               | Rental - Cell Site - AT&T          | 15,062            | -                 | -                 | -                 | -                 | -                 |
| 4830-004                               | Cell Phone - CW/Bilicke            | 20,188            | -                 | -                 | -                 | -                 | -                 |
| 4830-005                               | Cell Phone - Verizon - San Pascual | 17,524            | 26,197            | -                 | -                 | -                 | -                 |
| 4830-006                               | Cell Phone - Cingular OG           | 14,617            | -                 | -                 | -                 | -                 | -                 |
| 4830-009                               | Cell Phone - Cingular ASP          | 16,090            | -                 | -                 | -                 | -                 | -                 |
| 4830-010                               | Cell Phone - Verizon - MH          | 10,416            | -                 | -                 | -                 | -                 | -                 |
| 4840-000                               | Rental - War Memorial Building     | (600)             | 23,707            | 50,039            | 32,000            | 36,188            | 35,000            |
| 4850-000                               | Rental - Eddie Park                | -                 | 1,415             | 2,149             | 2,000             | 2,557             | 2,250             |
| 4860-000                               | Rental - Library Comm Room         | 2,954             | 4,182             | 16,037            | 20,000            | 19,500            | 20,000            |

| REVENUE DETAIL FY 24-25                       |                                 | Actual           | Actual           | Actual           | Adopted          | Estimated        | Proposed         |
|-----------------------------------------------|---------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| Acct                                          | Account Title                   | 2020/21          | 2021/22          | 2022/23          | 2023/24          | 2023/24          | 2024/25          |
| 4870-000                                      | Rental - Racquet Ball Ctr       | -                | -                | -                | -                | -                | -                |
| 4885-000                                      | Rental - Sr Citizen Ctr         | -                | 2,098            | 11,976           | 12,000           | 13,084           | 12,000           |
| 4890-000                                      | Rental - Farmer's Market        | 11,662           | 12,617           | 11,617           | 12,555           | 14,000           | 15,000           |
| 4891-000                                      | Rental - Orange Grove           | -                | -                | -                | -                | -                | -                |
| 4892-000                                      | Rental - Misc                   | 35,730           | 43,647           | 39,491           | -                | 22,000           | 30,000           |
| 4893-000                                      | Rental - Batting Cages          | 1,153            | 12,642           | -                | -                | -                | -                |
| 4894-000                                      | Rental - Youth House            | -                | 2,079            | 2,253            | 3,000            | 2,400            | 2,500            |
| <b>Use of Money &amp; Property</b>            |                                 | <b>4,788,970</b> | <b>(495,381)</b> | <b>514,439</b>   | <b>1,345,014</b> | <b>1,037,694</b> | <b>1,048,715</b> |
| 5000-000                                      | Motor Vehicle In Lieu           | -                | -                | -                | -                | -                | -                |
| 5400-000                                      | Sale of Property                | 993              | 4,314            | 1,791            | -                | -                | -                |
| 5020-000                                      | State Reimb - Police Training   | 12,562           | 18,619           | 19,165           | 18,000           | 30,000           | 30,000           |
| 5030-000                                      | State Mandated Cost             | -                | -                | -                | -                | -                | -                |
| 5071-003                                      | Miscellaneous Grants            | 273,820          | 5,245            | 199,481          | 136,000          | 136,634          | 136,000          |
| 5071-005                                      | Non-Federal Grants - Pub. Works | -                | -                | -                | -                | -                | -                |
| 5071-007                                      | Misc Federal Grant              | 328,205          | -                | -                | -                | -                | -                |
| 5071-011                                      | Library Svc. CENIC Grant        | -                | 12,030           | -                | -                | -                | -                |
| 5073-001                                      | Grants-Police                   | 6,712            | 41,046           | 15,734           | 21,500           | -                | -                |
| 5310-001                                      | Fire Interagency Support Reimb  | 332,914          | 98,272           | -                | 300,000          | 60,000           | 300,000          |
| <b>Revenue From Other Agencies</b>            |                                 | <b>955,205</b>   | <b>179,525</b>   | <b>236,171</b>   | <b>475,500</b>   | <b>226,634</b>   | <b>466,000</b>   |
| 5150-001                                      | Business License App Fee        | 23,741           | 20,215           | 25,730           | 22,000           | 26,700           | 24,000           |
| 5150-002                                      | Non Sufficient Fund Chg         | 105              | 140              | 158              | -                | -                | -                |
| <b>Current Services-Finance</b>               |                                 | <b>23,846</b>    | <b>20,355</b>    | <b>25,888</b>    | <b>22,000</b>    | <b>26,700</b>    | <b>24,000</b>    |
| 5200-001                                      | Community Development Misc Fee  | -                | 16,976           | 4,164            | 30,000           | 65               | -                |
| 5200-002                                      | Planning Fees                   | 232,459          | 230,111          | 263,456          | 300,000          | 145,000          | 145,000          |
| 5200-003                                      | Plan Check                      | 334,541          | 760,453          | 811,889          | 700,000          | 700,000          | 720,000          |
| 5200-004                                      | Building Permits                | 459,335          | 558,420          | 589,679          | 600,000          | 600,000          | 620,000          |
| 5200-007                                      | Administrative Citations        | 1,545            | -                | 44,968           | 25,000           | 15,000           | 25,000           |
| 5200-008                                      | Design Review Fee               | -                | 12,534           | 39,709           | 38,000           | 30,000           | 30,000           |
| 5200-009                                      | Cultural Heritage (CHC) Fee     | -                | 9,086            | 15,543           | 30,000           | 32,000           | 32,000           |
| 5200-010                                      | Art Development Fee             | -                | -                | -                | 7,500            | 5,000            | 5,000            |
| <b>Current Services-Community Development</b> |                                 | <b>1,027,880</b> | <b>1,587,581</b> | <b>1,769,408</b> | <b>1,730,500</b> | <b>1,527,065</b> | <b>1,577,000</b> |
| 5220-001                                      | Engineering Fees - Misc         | 140,208          | 138,558          | 150,393          | 110,000          | 113,237          | 135,600          |
| 5220-002                                      | Engineering Plan Check          | 345              | 234              | 1,260            | 2,500            | -                | 2,500            |
| 5221-000                                      | Public Works Plan Check Fees    | -                | 1,044            | -                | -                | -                | -                |
| 5223-000                                      | NPDES                           | 78,305           | 79,225           | 80,073           | 94,000           | 75,000           | 80,000           |
| <b>Current Services-Public Works</b>          |                                 | <b>218,859</b>   | <b>219,061</b>   | <b>231,726</b>   | <b>206,500</b>   | <b>188,237</b>   | <b>218,100</b>   |
| 5230-001                                      | Police Special Svcs             | 189,262          | 3,385            | 2,415            | 2,500            | 2,517            | 2,500            |
| 5230-004                                      | Vehicle Impound Fees            | 14,418           | 25,733           | 29,472           | 27,000           | 49,416           | 27,000           |
| 5230-005                                      | Police Svcs - Filming           | 285,925          | 119,993          | 381,203          | 326,000          | 104,132          | 300,000          |
| 5280-001                                      | Animal Control Fees             | 163              | -                | -                | -                | -                | -                |
| <b>Current Services-Police</b>                |                                 | <b>489,768</b>   | <b>149,111</b>   | <b>413,090</b>   | <b>355,500</b>   | <b>156,065</b>   | <b>329,500</b>   |
| 5255-000                                      | Passport Services               | 301              | -                | -                | -                | -                | -                |
| <b>Current Services-Library</b>               |                                 | <b>301</b>       | <b>-</b>         | <b>-</b>         | <b>-</b>         | <b>-</b>         | <b>-</b>         |
| 5260-000                                      | Library Fees                    | -                | 596              | 834              | 700              | 1,075            | 1,000            |
| 5260-002                                      | Library Fines                   | 575              | 79               | -                | -                | -                | -                |
| 5260-003                                      | Library Replacements            | 763              | 7,979            | 6,988            | 6,200            | 5,900            | 6,000            |
| 5260-004                                      | Library Equip. Rental           | -                | 235              | 1,761            | 1,400            | 2,500            | 2,500            |
| <b>Current Services-Library</b>               |                                 | <b>1,337</b>     | <b>8,889</b>     | <b>9,582</b>     | <b>8,300</b>     | <b>9,475</b>     | <b>9,500</b>     |
| 5265-002                                      | Sr. Citizens Classes            | 41               | 11,525           | 16,958           | 16,000           | 15,475           | 16,000           |
| 5265-003                                      | Sr. Citizens Membership         | 1,885            | 7,754            | 8,795            | 8,000            | 9,500            | 10,000           |
| 5265-004                                      | Sr. Citizens Bus Trips          | (40)             | (230)            | 4,851            | 3,500            | 5,700            | 6,000            |
| 5265-005                                      | Snr. Citizens Center Programs   | 300              | 9                | 1,088            | 1,120            | 1,314            | 1,180            |
| 5265-006                                      | Bingo - Coffee - Med. I.D.      | -                | 51               | 595              | 500              | 450              | 500              |
| 5270-001                                      | Camp Med Fees                   | 11,218           | 302,382          | 324,201          | 390,000          | 235,000          | 300,000          |
| 5270-002                                      | Recreation Classes              | 195,086          | 286,146          | 204,699          | 230,000          | 230,000          | 235,000          |
| 5270-003                                      | Special Events                  | 4,897            | 8,212            | 9,601            | 10,000           | 20,000           | 50,000           |
| 5270-004                                      | MTA Bus Pass - General          | -                | -                | -                | -                | -                | 10,000           |
| 5270-005                                      | Park/Field Reservations         | 7,296            | 91,736           | 79,646           | 60,000           | 70,000           | 70,000           |
| 5270-008                                      | Concerts in the Park            | -                | 1,450            | 13,850           | 25,000           | 5,150            | 7,000            |
| 5270-009                                      | War Memorial Kitchen            | -                | 1,179            | 2,207            | 2,500            | 1,506            | 1,500            |
| <b>Current Services-Community Services</b>    |                                 | <b>220,684</b>   | <b>710,215</b>   | <b>666,491</b>   | <b>746,620</b>   | <b>594,095</b>   | <b>707,180</b>   |
| 5289-001                                      | Fire Dept - Filming             | 134,098          | 75,195           | 166,965          | 130,000          | 86,000           | 130,000          |
| 5289-002                                      | Fire Dept - Plan Check          | 41,646           | 38,584           | 36,296           | 25,000           | 30,000           | 32,000           |
| 5289-007                                      | Fire Dept - Inspection          | 114,883          | 113,825          | 147,169          | 100,000          | 100,000          | 100,000          |
| 5290-001                                      | Paramedic Fees                  | 599,057          | 681,690          | 786,460          | 625,000          | 818,000          | 900,000          |



| REVENUE DETAIL FY 24-25                         |                              | Actual            | Actual            | Actual            | Adopted           | Estimated         | Proposed          |
|-------------------------------------------------|------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Acct                                            | Account Title                | 2020/21           | 2021/22           | 2022/23           | 2023/24           | 2023/24           | 2024/25           |
| 5300-000                                        | Paramedic Subscriptions      | 27,108            | 82,805            | 24,570            | 35,000            | 37,000            | 40,000            |
| 5302-000                                        | Fire Command Reimbursements  | 180,143           | 148,774           | 64,353            | 157,000           | 130,000           | 157,000           |
| 5305-001                                        | Fire Miscellaneous           | 12                | 46                | 15                | 100               | 500               | 2,000             |
| <b>Current-Services-Fire</b>                    |                              | <b>1,096,947</b>  | <b>1,140,918</b>  | <b>1,225,829</b>  | <b>1,072,100</b>  | <b>1,201,500</b>  | <b>1,361,000</b>  |
| <b>Current-Services-ALL</b>                     |                              | <b>3,079,621</b>  | <b>3,836,129</b>  | <b>4,342,013</b>  | <b>4,141,520</b>  | <b>3,703,137</b>  | <b>4,226,280</b>  |
| 5420-000                                        | Workers Comp Reimb           | 72,416            | -                 | -                 | -                 | -                 | -                 |
| 5430-000                                        | Damage to City Property      | 1,301             | 250               | -                 | -                 | -                 | -                 |
| 5440-000                                        | Candidate Filing Fee         | 1,571             | -                 | 273               | -                 | -                 | -                 |
| 5460-000                                        | Recycling Revenue            | 2,850             | 11,710            | 18,605            | 16,508            | 12,973            | 16,927            |
| 5460-001                                        | Recycling Container          | -                 | -                 | -                 | -                 | -                 | -                 |
| 5490-000                                        | Cash Over/Short              | (1,578)           | (21)              | 1                 | -                 | -                 | -                 |
| 5501-001                                        | Donations - Misc             | 3                 | 93                | 23                | -                 | -                 | -                 |
| 5501-003                                        | Donations - Senior Meals     | 23,913            | -                 | 2,927             | 39,600            | 22,000            | 24,000            |
| 5505-000                                        | Miscellaneous                | 68,511            | 223,089           | 56,910            | 10,000            | 42,876            | 88,873            |
| 5505-001                                        | Duplication Fees             | 8,394             | 1,510             | 150               | 4,000             | 2,000             | 4,546             |
| 5510-000                                        | Credit Card Transaction Fee  | 6,337             | 8,092             | 13,310            | 9,000             | 90,613            | 90,613            |
| 5530-400                                        | PD Reports & Misc Fees       | -                 | 5,778             | 7,273             | 7,000             | 9,183             | 7,000             |
| <b>Other Revenue</b>                            |                              | <b>183,717</b>    | <b>250,501</b>    | <b>99,472</b>     | <b>86,108</b>     | <b>179,645</b>    | <b>231,959</b>    |
| 5610-000                                        | Reimbursement-Sewer Fund     | 69,022            | 69,022            | 69,022            | 69,022            | 69,022            | 69,022            |
| 5640-000                                        | Reimbursement-Water Fund     | 414,362           | 414,362           | 414,362           | 414,362           | 414,362           | 414,362           |
| <b>Reimbursements From Other Funds</b>          |                              | <b>483,384</b>    | <b>483,384</b>    | <b>483,384</b>    | <b>483,384</b>    | <b>483,384</b>    | <b>483,384</b>    |
| <b>101 - GENERAL FUND TOTAL</b>                 |                              | <b>37,635,460</b> | <b>34,652,238</b> | <b>37,992,765</b> | <b>39,563,231</b> | <b>38,590,670</b> | <b>40,950,106</b> |
| 5410-000                                        | Insurance Reimbursement - WC | 53,052            | 528,610           | 418,140           | 381,137           | 800,750           | 800,750           |
| 5410-001                                        | Insurance Reimbursement - GL | 454,257           | 114,773           | 2,475,923         | 675,000           | 977,172           | 977,172           |
| 5420-000                                        | Internal Service Charge - WC | 681,985           | 671,480           | 733,545           | 647,946           | 695,180           | 575,043           |
| 5425-000                                        | Internal Service Charge - GL | (408,000)         | 1,800,000         | 2,040,000         | 1,967,800         | 1,903,400         | 1,746,395         |
| <b>Other Revenue</b>                            |                              | <b>781,294</b>    | <b>3,114,863</b>  | <b>5,667,608</b>  | <b>3,671,883</b>  | <b>4,376,502</b>  | <b>4,099,360</b>  |
| <b>103 - INSURANCE FUND TOTAL</b>               |                              | <b>781,294</b>    | <b>3,114,863</b>  | <b>5,667,608</b>  | <b>3,671,883</b>  | <b>4,376,502</b>  | <b>4,099,360</b>  |
| 4800-000                                        | Interest Income              | -                 | 13,688            | 21,305            | -                 | -                 | -                 |
| 4802-000                                        | Gain / Loss on Investments   | -                 | (992)             | (8,556)           | -                 | -                 | -                 |
| 4805-000                                        | Unrealized Gain / Loss       | -                 | (77,139)          | (14,354)          | -                 | -                 | -                 |
| <b>Use of Money &amp; Property</b>              |                              | <b>-</b>          | <b>(64,442)</b>   | <b>(1,604)</b>    | <b>-</b>          | <b>-</b>          | <b>-</b>          |
| <b>104 - STREET IMPROVEMENTS PROGRAM</b>        |                              | <b>-</b>          | <b>(64,442)</b>   | <b>(1,604)</b>    | <b>-</b>          | <b>-</b>          | <b>-</b>          |
| 4800-000                                        | Interest Income              | 10,423            | 7,694             | 28,793            | 44,395            | 34,844            | 44,395            |
| <b>Use of Money &amp; Property</b>              |                              | <b>10,423</b>     | <b>7,694</b>      | <b>28,793</b>     | <b>44,395</b>     | <b>34,844</b>     | <b>44,395</b>     |
| <b>105 - FACILITIES &amp; EQUIP REPLACEMENT</b> |                              | <b>10,423</b>     | <b>7,694</b>      | <b>28,793</b>     | <b>44,395</b>     | <b>34,844</b>     | <b>44,395</b>     |
| 5520-000                                        | Technology Surcharge         | 3,126             | 20,099            | 31,004            | 32,000            | 22,000            | 22,000            |
| <b>Other Revenue</b>                            |                              | <b>3,126</b>      | <b>20,099</b>     | <b>31,004</b>     | <b>32,000</b>     | <b>22,000</b>     | <b>22,000</b>     |
| <b>106 - TECHNOLOGY SURCHARGE TOTAL</b>         |                              | <b>3,126</b>      | <b>20,099</b>     | <b>31,004</b>     | <b>32,000</b>     | <b>22,000</b>     | <b>22,000</b>     |
| 9911-000                                        | Transfers from Other Fund    | -                 | -                 | 338,483           | -                 | -                 | -                 |
| <b>Transfers In</b>                             |                              | <b>-</b>          | <b>-</b>          | <b>338,483</b>    | <b>-</b>          | <b>-</b>          | <b>-</b>          |
| <b>108 - SR110 GENERAL FUND RESERVE TOTAL</b>   |                              | <b>-</b>          | <b>-</b>          | <b>338,483</b>    | <b>-</b>          | <b>-</b>          | <b>-</b>          |
| 4802-000                                        | Gains / Loss on Investment   | -                 | 16,544            | -                 | 58,560            | -                 | -                 |
| <b>Use of Money &amp; Property</b>              |                              | <b>-</b>          | <b>16,544</b>     | <b>-</b>          | <b>58,560</b>     | <b>-</b>          | <b>-</b>          |
| <b>110 - OPEB TRUST FUND TOTAL</b>              |                              | <b>-</b>          | <b>16,544</b>     | <b>-</b>          | <b>58,560</b>     | <b>-</b>          | <b>-</b>          |
| 4200-000                                        | Sales & Use Tax              | 528,052           | 642,891           | 674,675           | 768,191           | 768,191           | 738,971           |
| <b>Sales Tax</b>                                |                              | <b>528,052</b>    | <b>642,891</b>    | <b>674,675</b>    | <b>768,191</b>    | <b>768,191</b>    | <b>738,971</b>    |
| 4800-000                                        | Interest Income              | 18,059            | 5,220             | 22,633            | 34,282            | 26,907            | 34,282            |
| 4802-000                                        | Gain / Loss on Investments   | 1,271             | -                 | -                 | -                 | -                 | -                 |
| 4805-000                                        | Unrealized Gain / Loss       | (12,865)          | -                 | -                 | -                 | -                 | -                 |
| <b>Use of Money &amp; Property</b>              |                              | <b>6,466</b>      | <b>5,220</b>      | <b>22,633</b>     | <b>34,282</b>     | <b>26,907</b>     | <b>34,282</b>     |
| 5266-000                                        | Dial - A - Ride Charges      | 1,671             | 2,217             | 3,059             | 2,500             | 1,810             | 4,000             |
| <b>Charges for Current Services</b>             |                              | <b>1,671</b>      | <b>2,217</b>      | <b>3,059</b>      | <b>2,500</b>      | <b>1,810</b>      | <b>4,000</b>      |
| 5500-000                                        | MTA Bus Pass - Senior        | 160               | 1,000             | 1,210             | 5,000             | -                 | -                 |
| 5504-000                                        | Prop A - NTD Disc. Incentive | 30,364            | -                 | -                 | 12,000            | 47,441            | 12,000            |
| <b>Other Revenue</b>                            |                              | <b>30,524</b>     | <b>1,000</b>      | <b>1,210</b>      | <b>17,000</b>     | <b>47,441</b>     | <b>12,000</b>     |
| <b>205 - LOCAL TRANSIT RETURN "A" TOTAL</b>     |                              | <b>566,713</b>    | <b>651,328</b>    | <b>701,577</b>    | <b>821,973</b>    | <b>844,349</b>    | <b>789,253</b>    |

| REVENUE DETAIL FY 24-25                         |                                | Actual           | Actual           | Actual           | Adopted          | Estimated        | Proposed         |
|-------------------------------------------------|--------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| Acct                                            | Account Title                  | 2020/21          | 2021/22          | 2022/23          | 2023/24          | 2023/24          | 2024/25          |
| 5073-000                                        | Other Revenue                  | -                | 3,029,618        | 1,118,655        | -                | -                | -                |
| <b>Other Revenue</b>                            |                                | -                | <b>3,029,618</b> | <b>1,118,655</b> | -                | -                | -                |
| <b>206 - SLFRF FUND TOTAL</b>                   |                                | -                | <b>3,029,618</b> | <b>1,118,655</b> | -                | -                | -                |
| 4200-000                                        | Sales & Use Tax                | 438,000          | 533,265          | 559,624          | 637,194          | 637,194          | 612,957          |
| <b>Sales Tax</b>                                |                                | <b>438,000</b>   | <b>533,265</b>   |                  | <b>637,194</b>   | <b>637,194</b>   | <b>612,957</b>   |
| 4800-000                                        | Interest Income                | 12,329           | 3,478            | 17,107           | 24,582           | 19,294           | 24,582           |
| 4802-000                                        | Gain / Loss on Investments     | 847              | -                | -                | -                | -                | -                |
| 4805-000                                        | Unrealized Gain / Loss         | (8,571)          | -                | -                | -                | -                | -                |
| <b>Use of Money &amp; Property</b>              |                                | <b>4,605</b>     | <b>3,478</b>     | <b>17,107</b>    | <b>24,582</b>    | <b>19,294</b>    | <b>24,582</b>    |
| 4460-001                                        | Parking Revenue                | 2,164            | 5,890            | 6,762            | -                | 4,200            | 3,000            |
| <b>Charges for Current Services</b>             |                                | <b>2,164</b>     | <b>5,890</b>     | <b>6,762</b>     | -                | <b>4,200</b>     | <b>3,000</b>     |
| <b>207 - LOCAL TRANSIT RETURN "C" TOTAL</b>     |                                | <b>444,769</b>   | <b>542,633</b>   | <b>583,493</b>   | <b>661,776</b>   | <b>660,688</b>   | <b>640,539</b>   |
| 4800-000                                        | Interest Income                | 2,375            | 475              | 1,791            | 2,722            | 2,136            | 2,722            |
| 4802-000                                        | Gain / Loss on Investments     | 138              | -                | -                | -                | -                | -                |
| 4805-000                                        | Unrealized Gain / Loss         | (1,400)          | -                | -                | -                | -                | -                |
| <b>Use of Money &amp; Property</b>              |                                | <b>1,114</b>     | <b>475</b>       | <b>1,791</b>     | <b>2,722</b>     | <b>2,136</b>     | <b>2,722</b>     |
| 5077-041                                        | MTA Grant - Ped. Improv. - LTF | -                | -                | -                | -                | -                | -                |
| <b>Revenue From Other Agencies</b>              |                                | -                | -                | -                | -                | -                | -                |
| <b>208 - TEA/METRO TOTAL</b>                    |                                | <b>1,114</b>     | <b>475</b>       | <b>1,791</b>     | <b>2,722</b>     | <b>2,136</b>     | <b>2,722</b>     |
| 5071-000                                        | Carlyle Library Bequest        | -                | -                | -                | -                | 2,674,036        | -                |
| <b>Revenue From Other Agencies</b>              |                                | -                | -                | -                | -                | <b>2,674,036</b> | -                |
| <b>209 - CARLYLE LIBRARY BEQUEST TOTAL</b>      |                                | -                | -                | -                | -                | <b>2,674,036</b> | -                |
| 4800-000                                        | Interest Income                | 68,264           | 58,032           | 93,116           | 182,699          | 101,213          | 182,699          |
| 4802-000                                        | Gain / Loss on Investments     | 4,810            | (2,579)          | (26,697)         | -                | -                | -                |
| 4805-000                                        | Unrealized Gain / Loss         | (48,674)         | (200,653)        | (44,788)         | -                | -                | -                |
| <b>Use of Money &amp; Property</b>              |                                | <b>24,399</b>    | <b>(145,200)</b> | <b>21,630</b>    | <b>182,699</b>   | <b>101,213</b>   | <b>182,699</b>   |
| 5310-000                                        | Sewer Service Charges          | 2,108,764        | 2,200,532        | 2,226,832        | 2,100,551        | 2,100,000        | 2,100,000        |
| 5315-000                                        | Penalty - Sewer                | -                | -                | -                | 5,000            | -                | 2,000            |
| <b>Charges for Current Services</b>             |                                | <b>2,108,764</b> | <b>2,200,532</b> | <b>2,226,832</b> | <b>2,105,551</b> | <b>2,100,000</b> | <b>2,102,000</b> |
| <b>210 - SEWER TOTAL</b>                        |                                | <b>2,133,163</b> | <b>2,055,332</b> | <b>2,248,463</b> | <b>2,288,250</b> | <b>2,201,213</b> | <b>2,284,699</b> |
| 5071-000                                        | SB2 Planning Grant             | -                | -                | -                | 135,000          | 157,946          | -                |
| <b>Revenue From Other Agencies</b>              |                                | -                | -                | -                | <b>135,000</b>   | <b>157,946</b>   | -                |
| <b>213 - SB2 PLANNING GRANT TOTAL</b>           |                                | -                | -                | -                | <b>135,000</b>   | <b>157,946</b>   | -                |
| 5017-000                                        | Rogan HR5294 Grant             | -                | -                | -                | 1,087,899        | 116,673          | -                |
| <b>Revenue From Other Agencies</b>              |                                | -                | -                | -                | <b>1,087,899</b> | <b>116,673</b>   | -                |
| <b>214 - ROGAN HR5394 GRANT TOTAL</b>           |                                | -                | -                | -                | <b>1,087,899</b> | <b>116,673</b>   | -                |
| 4100-000                                        | Street Light Assessments       | 892,903          | 898,450          | 896,896          | 900,000          | 900,000          | 900,000          |
| <b>Assessments &amp; Special Taxes</b>          |                                | <b>892,903</b>   | <b>898,450</b>   | <b>896,896</b>   | <b>900,000</b>   | <b>900,000</b>   | <b>900,000</b>   |
| 4800-000                                        | Interest Income                | 1,862            | 1,225            | 1,526            | 62               | 48               | 62               |
| <b>Use of Money &amp; Property</b>              |                                | <b>1,862</b>     | <b>1,225</b>     | <b>1,526</b>     | <b>62</b>        | <b>48</b>        | <b>62</b>        |
| 5430-000                                        | Damage to City Property        | -                | -                | -                | -                | -                | -                |
| 5501-012                                        | Donations - Tree Dedications   | 13,536           | 20,437           | 3,685            | 5,000            | 10,000           | 10,000           |
| <b>Other Revenue</b>                            |                                | <b>13,536</b>    | <b>20,437</b>    | <b>3,685</b>     | <b>5,000</b>     | <b>10,000</b>    | <b>10,000</b>    |
| <b>215 - STREET LIGHT &amp; LANDSCAPE TOTAL</b> |                                | <b>908,301</b>   | <b>920,112</b>   | <b>902,107</b>   | <b>905,062</b>   | <b>910,048</b>   | <b>910,062</b>   |
| 4800-000                                        | Interest Income                | 822              | 564              | 2,272            | 3,433            | 2,695            | 3,433            |
| <b>Use of Money &amp; Property</b>              |                                | <b>822</b>       | <b>564</b>       | <b>2,272</b>     | <b>3,433</b>     | <b>2,695</b>     | <b>3,433</b>     |
| 5250-000                                        | PEG Fees                       | 9,074            | 7,668            | 6,660            | 8,000            | 7,500            | 8,000            |
| <b>Revenue From Other Agencies</b>              |                                | <b>9,074</b>     | <b>7,668</b>     | <b>6,660</b>     | <b>8,000</b>     | <b>7,500</b>     | <b>8,000</b>     |
| <b>217 - PUBLIC, EDUC., &amp; GOV'T. TOTAL</b>  |                                | <b>9,896</b>     | <b>8,231</b>     | <b>8,932</b>     | <b>11,433</b>    | <b>10,195</b>    | <b>11,433</b>    |
| 4800-000                                        | Interest Income                | 1,697            | 393              | 1,920            | 2,811            | 2,207            | 2,811            |
| 4802-000                                        | Gain / Loss on Investments     | 121              | -                | -                | -                | -                | -                |
| 4805-000                                        | Unrealized Gain / Loss         | (1,224)          | -                | -                | -                | -                | -                |
| <b>Use of Money &amp; Property</b>              |                                | <b>594</b>       | <b>393</b>       | <b>1,920</b>     | <b>2,811</b>     | <b>2,207</b>     | <b>2,811</b>     |
| 5082-000                                        | AB 2766 (SCAQMD) Fees          | 33,243           | 32,872           | 35,087           | 33,200           | 14,000           | 14,000           |
| <b>Revenue From Other Agencies</b>              |                                | <b>33,243</b>    | <b>32,872</b>    | <b>35,087</b>    | <b>33,200</b>    | <b>14,000</b>    | <b>14,000</b>    |
| <b>218 - CLEAN AIR ACT TOTAL</b>                |                                | <b>33,836</b>    | <b>33,265</b>    | <b>37,007</b>    | <b>36,011</b>    | <b>16,207</b>    | <b>16,811</b>    |

| REVENUE DETAIL FY 24-25                      |                                   | Actual         | Actual         | Actual         | Adopted        | Estimated      | Proposed       |
|----------------------------------------------|-----------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Acct                                         | Account Title                     | 2020/21        | 2021/22        | 2022/23        | 2023/24        | 2023/24        | 2024/25        |
| 4800-000                                     | Interest Income                   | 20             | 1              | -              | -              | -              | -              |
| <b>Use of Money &amp; Property</b>           |                                   | <b>20</b>      | <b>1</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       |
| 5412-000                                     | Business Improvement Tax          | 67,454         | 56,619         | 63,232         | 60,000         | 60,000         | 60,000         |
| 5412-001                                     | BIT - Filming Permits             | 30,086         | 32,760         | 33,068         | 31,875         | 18,750         | 26,250         |
| <b>Other Revenue</b>                         |                                   | <b>97,540</b>  | <b>89,379</b>  | <b>96,300</b>  | <b>91,875</b>  | <b>78,750</b>  | <b>86,250</b>  |
| <b>220 - BUSINESS IMPROVEMENT TAX TOTAL</b>  |                                   | <b>97,560</b>  | <b>89,380</b>  | <b>96,300</b>  | <b>91,875</b>  | <b>78,750</b>  | <b>86,250</b>  |
| 4800-000                                     | Interest Income                   | 299            | 195            | 750            | 1,139          | 894            | 1,139          |
| <b>Use of Money &amp; Property</b>           |                                   | <b>299</b>     | <b>195</b>     | <b>750</b>     | <b>1,139</b>   | <b>894</b>     | <b>1,139</b>   |
| <b>223 - GOLD LINE MITIGATION FUND TOTAL</b> |                                   | <b>299</b>     | <b>195</b>     | <b>750</b>     | <b>1,139</b>   | <b>894</b>     | <b>1,139</b>   |
| 4800-000                                     | Interest Income                   | -              | 316            | 6,558          | -              | -              | -              |
| <b>Use of Money &amp; Property</b>           |                                   | <b>-</b>       | <b>316</b>     | <b>6,558</b>   | <b>-</b>       | <b>-</b>       | <b>-</b>       |
| 5575-000                                     | Proceeds from Trust Fund          | -              | -              | -              | 196,600        | 196,600        | 196,600        |
| <b>Other Revenue</b>                         |                                   | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>196,600</b> | <b>196,600</b> | <b>196,600</b> |
| <b>227 - SA-CRA TOTAL</b>                    |                                   | <b>-</b>       | <b>316</b>     | <b>6,558</b>   | <b>196,600</b> | <b>196,600</b> | <b>196,600</b> |
| 4800-000                                     | Interest Income                   | 1,007          | 243            | 1,772          | 2,527          | 1,984          | 2,527          |
| 4802-000                                     | Gain / Loss on Investments        | 68             | -              | -              | -              | -              | -              |
| 4805-000                                     | Unrealized Gain / Loss            | (693)          | -              | -              | -              | -              | -              |
| 4810-000                                     | Rental - Arroyo House             | 9,513          | 10,538         | 9,945          | 10,200         | 11,340         | 11,340         |
| 4880-000                                     | Rental - Nursery/Theater Property | 11,000         | 25,380         | 39,900         | 36,700         | 40,000         | 45,000         |
| <b>Use of Money &amp; Property</b>           |                                   | <b>20,896</b>  | <b>36,161</b>  | <b>51,617</b>  | <b>49,427</b>  | <b>53,324</b>  | <b>58,867</b>  |
| <b>228 - HOUSING AUTHORITY TOTAL</b>         |                                   | <b>20,896</b>  | <b>36,161</b>  | <b>51,617</b>  | <b>49,427</b>  | <b>53,324</b>  | <b>58,867</b>  |
| 4800-000                                     | Interest Income                   | 12,314         | 2,825          | 11,168         | 16,646         | 13,065         | 16,646         |
| 4802-000                                     | Gain / Loss on Investments        | 842            | -              | -              | -              | -              | -              |
| 4805-000                                     | Unrealized Gain / Loss            | (8,518)        | -              | -              | -              | -              | -              |
| <b>Use of Money &amp; Property</b>           |                                   | <b>4,638</b>   | <b>2,825</b>   | <b>11,168</b>  | <b>16,646</b>  | <b>13,065</b>  | <b>16,646</b>  |
| 5038-000                                     | State Gas Tax - 2103              | 170,923        | 203,534        | 219,760        | 267,195        | 237,379        | 239,440        |
| 5039-000                                     | State Gas Tax - 2105              | 130,520        | 142,999        | 153,490        | 176,937        | 164,143        | 167,399        |
| 5040-000                                     | State Gas Tax - 2106              | 77,965         | 86,420         | 92,911         | 105,129        | 97,154         | 99,021         |
| 5050-000                                     | State Gas Tax - 2107              | 160,651        | 171,078        | 209,182        | 212,525        | 224,198        | 228,773        |
| 5060-000                                     | State Gas Tax - 2107.5            | 21,964         | 6,000          | 6,000          | 6,000          | 6,000          | 6,000          |
| 5070-000                                     | State Gas Tax - SB1               | -              | -              | -              | -              | -              | -              |
| <b>Revenue From Other Agencies</b>           |                                   | <b>562,024</b> | <b>610,031</b> | <b>681,343</b> | <b>767,786</b> | <b>728,874</b> | <b>740,633</b> |
| 5535-000                                     | Loader Fee - Athens               | -              | -              | -              | -              | -              | -              |
| <b>Other Revenue</b>                         |                                   | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       |
| <b>230 - STATE GAS TAX TOTAL</b>             |                                   | <b>566,662</b> | <b>612,856</b> | <b>692,511</b> | <b>784,432</b> | <b>741,939</b> | <b>757,279</b> |
| 5084-006                                     | County Park Bond - (Prop A)       | -              | 17,649         | -              | -              | 44,600         | 103,500        |
| 5084-008                                     | County Park Bond - Maint          | -              | -              | -              | 118,000        | -              | -              |
| <b>Revenue From Other Agencies</b>           |                                   | <b>-</b>       | <b>17,649</b>  | <b>-</b>       | <b>118,000</b> | <b>44,600</b>  | <b>103,500</b> |
| <b>232 - COUNTY PARK BOND TOTAL</b>          |                                   | <b>-</b>       | <b>17,649</b>  | <b>-</b>       | <b>118,000</b> | <b>44,600</b>  | <b>103,500</b> |
| 4200-000                                     | Sales & Use Tax                   | 328,956        | 399,884        | 419,597        | 477,895        | 477,895        | 459,718        |
| <b>Sales Tax</b>                             |                                   | <b>328,956</b> | <b>399,884</b> | <b>419,597</b> | <b>477,895</b> | <b>477,895</b> | <b>459,718</b> |
| 4800-000                                     | Interest Income                   | 12,829         | 3,864          | 20,052         | 28,881         | 22,668         | 28,881         |
| 4802-000                                     | Gain / Loss on Investments        | 854            | -              | -              | -              | -              | -              |
| 4805-000                                     | Unrealized Gain / Loss            | (8,642)        | -              | -              | -              | -              | -              |
| <b>Use of Money &amp; Property</b>           |                                   | <b>5,041</b>   | <b>3,864</b>   | <b>20,052</b>  | <b>28,881</b>  | <b>22,668</b>  | <b>28,881</b>  |
| <b>233 - MEASURE R TOTAL</b>                 |                                   | <b>333,996</b> | <b>403,748</b> | <b>439,649</b> | <b>506,776</b> | <b>500,563</b> | <b>488,599</b> |
| 5071-022                                     | LACMTA Measure M MAT              | -              | -              | -              | 475,000        | -              | 912,600        |
| <b>Revenue From Other Agencies</b>           |                                   | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>475,000</b> | <b>-</b>       | <b>912,600</b> |
| <b>234 - LACMTA MEASURE M MAT TOTAL</b>      |                                   | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>475,000</b> | <b>-</b>       | <b>912,600</b> |
| 4200-000                                     | Sales & Use Tax                   | 372,719        | 452,515        | 474,654        | 541,615        | 541,615        | 521,014        |
| <b>Sales Tax</b>                             |                                   | <b>372,719</b> | <b>452,515</b> | <b>474,654</b> | <b>541,615</b> | <b>541,615</b> | <b>521,014</b> |
| 4800-000                                     | Interest Income                   | 15,422         | 4,907          | 24,537         | 35,619         | 27,956         | 35,619         |
| 4802-000                                     | Gain / Loss on Investments        | 1,096          | -              | -              | -              | -              | -              |
| 4805-000                                     | Unrealized Gain / Loss            | (11,090)       | -              | -              | -              | -              | -              |
| <b>Use of Money &amp; Property</b>           |                                   | <b>5,428</b>   | <b>4,907</b>   | <b>24,537</b>  | <b>35,619</b>  | <b>27,956</b>  | <b>35,619</b>  |
| <b>236 - MEASURE M TOTAL</b>                 |                                   | <b>378,147</b> | <b>457,422</b> | <b>499,191</b> | <b>577,234</b> | <b>569,571</b> | <b>556,633</b> |

| REVENUE DETAIL FY 24-25                           |                              | Actual         | Actual         | Actual         | Adopted        | Estimated      | Proposed       |
|---------------------------------------------------|------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Acct                                              | Account Title                | 2020/21        | 2021/22        | 2022/23        | 2023/24        | 2023/24        | 2024/25        |
| 5070-000                                          | State Gas Tax - SB1          | 474,939        | 523,795        | 601,769        | 666,557        | 645,563        | 690,072        |
| <b>Sales Tax</b>                                  |                              | <b>474,939</b> | <b>523,795</b> | <b>601,769</b> | <b>666,557</b> | <b>645,563</b> | <b>690,072</b> |
| 4800-000                                          | Interest Income              | 8,169          | 2,748          | 17,842         | 25,012         | 19,631         | 25,012         |
| 4802-000                                          | Gain / Loss on Investments   | 515            | -              | -              | -              | -              | -              |
| 4805-000                                          | Unrealized Gain / Loss       | (5,210)        | -              | -              | -              | -              | -              |
| <b>Use of Money &amp; Property</b>                |                              | <b>3,474</b>   | <b>2,748</b>   | <b>17,842</b>  | <b>25,012</b>  | <b>19,631</b>  | <b>25,012</b>  |
| <b>237 - ROAD MAINT. &amp; REHAB. ACCT. TOTAL</b> |                              | <b>478,413</b> | <b>526,543</b> | <b>619,611</b> | <b>691,569</b> | <b>665,194</b> | <b>715,084</b> |
| 5071-014                                          | MSRC Grant                   | -              | 20,000         | -              | 246,925        | -              | 404,225        |
| <b>Revenue From Other Agencies</b>                |                              | <b>-</b>       | <b>20,000</b>  | <b>-</b>       | <b>246,925</b> | <b>-</b>       | <b>404,225</b> |
| <b>238 - MSRC GRANT TOTAL</b>                     |                              | <b>-</b>       | <b>20,000</b>  | <b>-</b>       | <b>246,925</b> | <b>-</b>       | <b>404,225</b> |
| 4800-000                                          | Interest Income              | -              | 439            | 4,503          | 5,722          | 4,491          | 5,722          |
| <b>Use of Money &amp; Property</b>                |                              | <b>-</b>       | <b>439</b>     | <b>4,503</b>   | <b>5,722</b>   | <b>4,491</b>   | <b>5,722</b>   |
| 5071-003                                          | Miscellaneous Grant          | 273,748        | 253,983        | 254,324        | 252,000        | 254,324        | 252,000        |
| <b>Revenue From Other Agencies</b>                |                              | <b>273,748</b> | <b>253,983</b> | <b>254,324</b> | <b>252,000</b> | <b>254,324</b> | <b>252,000</b> |
| <b>239 - MEASURE W TOTAL</b>                      |                              | <b>273,748</b> | <b>254,423</b> | <b>258,828</b> | <b>257,722</b> | <b>258,815</b> | <b>257,722</b> |
| 4200-000                                          | Sales & Use Tax              | -              | -              | -              | 250,000        | -              | 372,624        |
| <b>Sales Tax</b>                                  |                              | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>250,000</b> | <b>-</b>       | <b>372,624</b> |
| <b>240 - MEASURE M MSP TOTAL</b>                  |                              | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>250,000</b> | <b>-</b>       | <b>372,624</b> |
| 5230-007                                          | Homeless Outreach Service    | 24,056         | 43,473         | 13,429         | 18,500         | -              | 7,000          |
| <b>Revenue From Other Agencies</b>                |                              | <b>24,056</b>  | <b>43,473</b>  | <b>13,429</b>  | <b>18,500</b>  | <b>-</b>       | <b>7,000</b>   |
| <b>241 - MEASURE H TOTAL</b>                      |                              | <b>24,056</b>  | <b>43,473</b>  | <b>13,429</b>  | <b>18,500</b>  | <b>-</b>       | <b>7,000</b>   |
| 5071-003                                          | Miscellaneous Grants         | 204,264        | -              | -              | -              | -              | -              |
| 5071-007                                          | Misc. Federal Grants         | -              | 7,672          | -              | -              | 180,188        | -              |
| <b>Revenue From Other Agencies</b>                |                              | <b>204,264</b> | <b>7,672</b>   | <b>-</b>       | <b>-</b>       | <b>180,188</b> | <b>-</b>       |
| <b>242 - PROP C EXCHANGE TOTAL</b>                |                              | <b>204,264</b> | <b>7,672</b>   | <b>-</b>       | <b>-</b>       | <b>180,188</b> | <b>-</b>       |
| 5071-003                                          | LACMTA Measure R MIP         | -              | -              | -              | 475,000        | -              | 600,000        |
| <b>Revenue From Other Agencies</b>                |                              | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>475,000</b> | <b>-</b>       | <b>600,000</b> |
| <b>243 - MEASURE R - MSP TOTAL</b>                |                              | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>475,000</b> | <b>-</b>       | <b>600,000</b> |
| 4800-000                                          | Interest Income              | 75             | -              | -              | -              | -              | -              |
| 4802-000                                          | Gain / Loss on Investments   | 8              | -              | -              | -              | -              | -              |
| 4805-000                                          | Unrealized Gain / Loss       | (83)           | -              | -              | -              | -              | -              |
| <b>Use of Money &amp; Property</b>                |                              | <b>0</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       |
| 5035-000                                          | SB 821 State Grants          | -              | -              | -              | 31,103         | -              | 26,986         |
| <b>Revenue From Other Agencies</b>                |                              | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>31,103</b>  | <b>-</b>       | <b>26,986</b>  |
| <b>245 - BIKE &amp; PEDESTRIAN PATHS TOTAL</b>    |                              | <b>0</b>       | <b>-</b>       | <b>-</b>       | <b>31,103</b>  | <b>-</b>       | <b>26,986</b>  |
| 5071-010                                          | SGVCOG Grants                | -              | -              | -              | 45,000         | -              | -              |
| <b>Revenue From Other Agencies</b>                |                              | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>45,000</b>  | <b>-</b>       | <b>-</b>       |
| <b>247 - SGVCOG GRANTS TOTAL</b>                  |                              | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>45,000</b>  | <b>-</b>       | <b>-</b>       |
| 5071-045                                          | MSRC Grant - Golden Streets  | -              | -              | -              | -              | -              | -              |
| 5077-045                                          | Metro Grant - Golden Streets | 332,000        | -              | 420,000        | -              | -              | -              |
| <b>Revenue From Other Agencies</b>                |                              | <b>332,000</b> | <b>-</b>       | <b>420,000</b> | <b>-</b>       | <b>-</b>       | <b>-</b>       |
| <b>249 - OPEN STREETS GRANT TOTAL</b>             |                              | <b>332,000</b> | <b>-</b>       | <b>420,000</b> | <b>-</b>       | <b>-</b>       | <b>-</b>       |
| 5071-016                                          | MWD Grant                    | -              | -              | -              | -              | -              | 500,000        |
| <b>Revenue From Other Agencies</b>                |                              | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>500,000</b> |
| <b>250 - MWD GRANT TOTAL</b>                      |                              | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>500,000</b> |
| 4800-000                                          | Interest Income              | -              | -              | -              | -              | -              | -              |
| 5071-017                                          | MWD Grant                    | -              | -              | -              | -              | -              | 550,000        |
| <b>Revenue From Other Agencies</b>                |                              | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>550,000</b> |
| <b>251 -Measrue A GRANT TOTAL</b>                 |                              | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>550,000</b> |
| 4800-000                                          | Interest Income              | -              | -              | -              | -              | -              | -              |
| 5071-018                                          | MWD Grant                    | -              | -              | -              | -              | -              | 193,992        |
| <b>Revenue From Other Agencies</b>                |                              | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>193,992</b> |
| <b>252 - Proposition 68 GRANT TOTAL</b>           |                              | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>193,992</b> |
| 4800-000                                          | Interest Income              | 6,617          | 1,759          | 7,273          | 10,877         | 8,537          | 10,877         |
| 4802-000                                          | Gain / Loss on Investments   | 445            | -              | -              | -              | -              | -              |

| REVENUE DETAIL FY 24-25                         |                                  | Actual         | Actual         | Actual         | Adopted        | Estimated      | Proposed       |
|-------------------------------------------------|----------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Acct                                            | Account Title                    | 2020/21        | 2021/22        | 2022/23        | 2023/24        | 2023/24        | 2024/25        |
| 4805-000                                        | Unrealized Gain / Loss           | (4,508)        | -              | -              | -              | -              | -              |
| <b>Use of Money &amp; Property</b>              |                                  | <b>2,554</b>   | <b>1,759</b>   | <b>7,273</b>   | <b>10,877</b>  | <b>8,537</b>   | <b>10,877</b>  |
| 5215-000                                        | Growth Requirement - Resident    | 58,207         | 36,362         | 51,885         | 50,000         | 80,000         | 50,000         |
| 5216-000                                        | Growth Requirement - Comm/ Indus | -              | 1,233          | 8,086          | 10,000         | 1,000          | 1,000          |
| <b>Charges for Current Services</b>             |                                  | <b>58,207</b>  | <b>37,595</b>  | <b>59,971</b>  | <b>60,000</b>  | <b>81,000</b>  | <b>51,000</b>  |
| <b>255 - CAPITAL GROWTH TOTAL</b>               |                                  | <b>60,761</b>  | <b>39,354</b>  | <b>67,244</b>  | <b>70,877</b>  | <b>89,537</b>  | <b>61,877</b>  |
| 5075-032                                        | Sr. Program - D99575             | 42,708         | 18,383         | -              | -              | -              | -              |
| 5075-049                                        | ADA Sidewalk                     | -              | -              | -              | 407,782        | -              | 672,924        |
| 5075-055                                        | CDBG-CV Grant                    | 53,000         | 20,321         | -              | -              | -              | -              |
| <b>Revenue From Other Agencies</b>              |                                  | <b>95,708</b>  | <b>38,704</b>  | <b>-</b>       | <b>407,782</b> | <b>-</b>       | <b>672,924</b> |
| 5501-003                                        | Donations - Senior Meals         | 20,579         | 24,354         | 20,968         | 19,599         | 19,599         | 19,104         |
| 5550-000                                        | Prior Year Adjustment            | -              | -              | -              | -              | -              | -              |
| <b>Other Revenue</b>                            |                                  | <b>20,579</b>  | <b>24,354</b>  | <b>20,968</b>  | <b>19,599</b>  | <b>19,599</b>  | <b>19,104</b>  |
| <b>260 - CDBG TOTAL</b>                         |                                  | <b>116,287</b> | <b>63,058</b>  | <b>20,968</b>  | <b>427,381</b> | <b>19,599</b>  | <b>692,028</b> |
| 4800-000                                        | Interest Income                  | 2,465          | 669            | 2,749          | 4,177          | 3,278          | 4,177          |
| 4802-000                                        | Gain / Loss on Investments       | 181            | -              | -              | -              | -              | -              |
| 4805-000                                        | Unrealized Gain / Loss           | (1,832)        | -              | -              | -              | -              | -              |
| <b>Use of Money &amp; Property</b>              |                                  | <b>814</b>     | <b>669</b>     | <b>2,749</b>   | <b>4,177</b>   | <b>3,278</b>   | <b>4,177</b>   |
| 5075-001                                        | Asset Forfeiture - DOJ           | 76,501         | 30,813         | -              | -              | 236,385        | -              |
| <b>Revenue From Other Agencies</b>              |                                  | <b>76,501</b>  | <b>30,813</b>  | <b>-</b>       | <b>-</b>       | <b>236,385</b> | <b>-</b>       |
| <b>270 - ASSET FORFEITURE TOTAL</b>             |                                  | <b>77,315</b>  | <b>31,482</b>  | <b>2,749</b>   | <b>4,177</b>   | <b>239,663</b> | <b>4,177</b>   |
| 4800-000                                        | Interest Income                  | 4,723          | 1,279          | 5,465          | 9,066          | 7,116          | 9,066          |
| 4802-000                                        | Gain / Loss on Investments       | 298            | -              | -              | -              | -              | -              |
| 4805-000                                        | Unrealized Gain / Loss           | (3,013)        | -              | -              | -              | -              | -              |
| <b>Use of Money &amp; Property</b>              |                                  | <b>2,008</b>   | <b>1,279</b>   | <b>-</b>       | <b>9,066</b>   | <b>7,116</b>   | <b>9,066</b>   |
| 5005-000                                        | State Grant - COPS (AB3229)      | 156,727        | 161,285        | 165,370        | 224,500        | 748,026        | 354,000        |
| <b>Revenue From Other Agencies</b>              |                                  | <b>156,727</b> | <b>161,285</b> | <b>165,370</b> | <b>224,500</b> | <b>748,026</b> | <b>354,000</b> |
| <b>272 - POLICE GRANTS - STATE TOTAL</b>        |                                  | <b>158,735</b> | <b>162,564</b> | <b>170,835</b> | <b>233,566</b> | <b>755,142</b> | <b>363,066</b> |
| 4800-000                                        | Interest Income                  | -              | -              | -              | -              | -              | -              |
| <b>Use of Money &amp; Property</b>              |                                  | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       |
| 5036-000                                        | Homeland Security Grant          | -              | -              | -              | -              | 62,680         | 350,049        |
| <b>Revenue From Other Agencies</b>              |                                  | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>62,680</b>  | <b>350,049</b> |
| <b>274 - HOMELAND SECURITY GRANT TOTAL</b>      |                                  | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>62,680</b>  | <b>350,049</b> |
| 4800-000                                        | Interest Income                  | 3,831          | 2,675          | 10,260         | 14,757         | 11,582         | 14,757         |
| <b>Use of Money &amp; Property</b>              |                                  | <b>3,831</b>   | <b>2,675</b>   | <b>10,260</b>  | <b>14,757</b>  | <b>11,582</b>  | <b>14,757</b>  |
| 5200-008                                        | Park Impact Fees                 | 164,527        | 103,108        | 177,067        | 160,000        | 200,000        | 200,000        |
| <b>Charges for Current Services</b>             |                                  | <b>164,527</b> | <b>103,108</b> | <b>177,067</b> | <b>160,000</b> | <b>200,000</b> | <b>200,000</b> |
| <b>275 - PARK IMPACT FEE</b>                    |                                  | <b>164,527</b> | <b>103,108</b> | <b>177,067</b> | <b>174,757</b> | <b>211,582</b> | <b>214,757</b> |
| 4800-000                                        | Interest Income                  | 24             | 13             | 67             | 101            | 79             | 101            |
| <b>Use of Money &amp; Property</b>              |                                  | <b>24</b>      | <b>13</b>      | <b>67</b>      | <b>101</b>     | <b>79</b>      | <b>101</b>     |
| 5071-015                                        | Historic Preservation Grant      | -              | 40,000         | -              | -              | -              | -              |
| <b>Revenue From Other Agencies</b>              |                                  | <b>-</b>       | <b>40,000</b>  | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       |
| <b>276 - HISTORIC PRESERVATION GRANT</b>        |                                  | <b>24</b>      | <b>40,013</b>  | <b>67</b>      | <b>101</b>     | <b>79</b>      | <b>101</b>     |
| 5071-016                                        | HSIP Grant                       | 2,090          | 163            | 180,188        | 307,862        | 75,000         | 227,452        |
| <b>Revenue From Other Agencies</b>              |                                  | <b>2,090</b>   | <b>163</b>     | <b>180,188</b> | <b>307,862</b> | <b>75,000</b>  | <b>227,452</b> |
| <b>277 - HSIP GRANT TOTAL</b>                   |                                  | <b>2,090</b>   | <b>163</b>     | <b>180,188</b> | <b>307,862</b> | <b>75,000</b>  | <b>227,452</b> |
| 5071-020                                        | Miscellaneous Grant - State      | -              | -              | 135,000        | 4,000          | -              | -              |
| <b>Revenue From Other Agencies</b>              |                                  | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>-</b>       |
| <b>278 - HOUSING ELEMENT GRANT TOTAL</b>        |                                  | <b>-</b>       | <b>-</b>       | <b>135,000</b> | <b>4,000</b>   | <b>-</b>       | <b>-</b>       |
| 5071-000                                        | Miscellaneous Grant - State      | -              | -              | -              | 368,445        | -              | -              |
| <b>Revenue From Other Agencies</b>              |                                  | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>368,445</b> | <b>-</b>       | <b>-</b>       |
| <b>281 - CA STATE LIBRARY BUILDING GRANT TO</b> |                                  | <b>-</b>       | <b>-</b>       | <b>-</b>       | <b>368,445</b> | <b>-</b>       | <b>-</b>       |
| 4800-000                                        | Interest Income                  | 29             | -              | 5,395          | -              | -              | -              |
| 4802-000                                        | Gain / Loss on Investments       | 2              | -              | -              | -              | -              | -              |
| 4805-000                                        | Unrealized Gain / Loss           | (18)           | -              | -              | -              | -              | -              |



| REVENUE DETAIL FY 24-25                          |                                    | Actual            | Actual            | Actual            | Adopted           | Estimated         | Proposed          |
|--------------------------------------------------|------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Acct                                             | Account Title                      | 2020/21           | 2021/22           | 2022/23           | 2023/24           | 2023/24           | 2024/25           |
| <b>Use of Money &amp; Property</b>               |                                    | <b>13</b>         | <b>-</b>          | <b>5,395</b>      | <b>-</b>          | <b>-</b>          | <b>-</b>          |
| 5275-001                                         | Green Fees / Mini Golf             | 1,111,553         | 945,801           | 1,044,144         | 997,500           | 997,500           | 1,086,500         |
| 5275-002                                         | Range                              | 564,930           | 359,545           | 548,095           | 536,000           | 536,000           | 577,000           |
| 5275-003                                         | Golf Shop                          | 43,937            | 50,203            | 43,299            | 71,850            | 65,000            | 76,850            |
| 5275-004                                         | Food                               | 36,750            | 25,987            | 20,694            | 31,700            | 25,000            | 33,850            |
| 5275-005                                         | Filming                            | 9,964             | 8,767             | 16,376            | 12,600            | 8,500             | 12,600            |
| <b>Charges for Current Services</b>              |                                    | <b>1,767,133</b>  | <b>1,390,303</b>  | <b>1,672,607</b>  | <b>1,649,650</b>  | <b>1,632,000</b>  | <b>1,786,800</b>  |
| <b>295-ARROYO SECO GOLF COURSE TOTAL</b>         |                                    | <b>1,767,146</b>  | <b>1,390,303</b>  | <b>1,678,002</b>  | <b>1,649,650</b>  | <b>1,632,000</b>  | <b>1,786,800</b>  |
|                                                  |                                    |                   |                   |                   |                   |                   |                   |
| 4800-000                                         | Interest Income                    | 6,969             | -                 | -                 | -                 | -                 | -                 |
| 4802-000                                         | Gain / Loss on Investments         | 759               | -                 | -                 | -                 | -                 | -                 |
| 4805-000                                         | Unrealized Gain / Loss             | (7,682)           | -                 | -                 | -                 | -                 | -                 |
| <b>Use of Money &amp; Property</b>               |                                    | <b>46</b>         | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>-</b>          |
| <b>327 - 2000 TAX ALLOCATION BONDS TOTAL</b>     |                                    | <b>46</b>         | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>-</b>          |
|                                                  |                                    |                   |                   |                   |                   |                   |                   |
| 4800-000                                         | Interest Income                    | 26,394            | 77,718            | 370,036           | 607,678           | 333,291           | 607,678           |
| 4802-000                                         | Gain / Loss on Investments         | 2,824             | (4,019)           | (112,837)         | -                 | -                 | -                 |
| 4805-000                                         | Unrealized Gain / Loss             | (28,576)          | (312,648)         | (189,298)         | -                 | -                 | -                 |
| <b>Use of Money &amp; Property</b>               |                                    | <b>642</b>        | <b>(238,949)</b>  | <b>67,901</b>     | <b>607,678</b>    | <b>333,291</b>    | <b>607,678</b>    |
| 5320-000                                         | Water Sales                        | 11,508,051        | 12,102,176        | 11,195,543        | 12,572,000        | 10,400,000        | 10,400,000        |
| 5325-000                                         | Standby Service Charge             | 129,569           | 67,649            | 50,977            | 74,800            | 50,000            | 50,000            |
| 5327-000                                         | Efficiency Fee                     | (9)               | -                 | -                 | -                 | -                 | -                 |
| 5330-000                                         | Private Fire Service               | 42,444            | 37,491            | 39,179            | 30,000            | -                 | -                 |
| <b>Charges for Current Services</b>              |                                    | <b>11,680,055</b> | <b>12,207,315</b> | <b>11,285,698</b> | <b>12,676,800</b> | <b>10,450,000</b> | <b>10,450,000</b> |
| 5360-000                                         | Rubbish Clearing                   | -                 | (8)               | -                 | -                 | -                 | -                 |
| 5505-000                                         | Miscellaneous                      | -                 | 9,302,561         | -                 | -                 | -                 | -                 |
| 5510-000                                         | Misc Service Revenue               | 22,001            | 15,408            | 19,570            | 8,500             | -                 | -                 |
| 5540-000                                         | Service Fees                       | 2,735             | (81)              | 2,375             | 10,000            | 2,000             | 2,000             |
| 5560-000                                         | Sewer Billing Fees                 | -                 | -                 | -                 | 30,000            | -                 | -                 |
| <b>Other Revenue</b>                             |                                    | <b>24,736</b>     | <b>9,317,881</b>  | <b>21,945</b>     | <b>48,500</b>     | <b>2,000</b>      | <b>2,000</b>      |
| 5071-020                                         | Prop 68 Groundwater Remediation Gr | -                 | -                 | -                 | 2,200,000         | -                 | 2,023,175         |
| <b>Revenue From Other Agencies</b>               |                                    | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>2,200,000</b>  | <b>-</b>          | <b>2,023,175</b>  |
| <b>500 - WATER TOTAL</b>                         |                                    | <b>11,705,433</b> | <b>21,286,247</b> | <b>11,375,545</b> | <b>15,532,978</b> | <b>10,785,291</b> | <b>13,082,853</b> |
|                                                  |                                    |                   |                   |                   |                   |                   |                   |
| 4800-000                                         | Interest Income                    | 4,100             | 2,714             | 11,440            | 17,158            | 13,467            | 17,158            |
| <b>Use of Money &amp; Property</b>               |                                    | <b>4,100</b>      | <b>2,714</b>      | <b>11,440</b>     | <b>17,158</b>     | <b>13,467</b>     | <b>17,158</b>     |
| 5327-000                                         | Efficiency Fee                     | 215,966           | 203,565           | 165,680           | 225,000           | 160,000           | 160,000           |
| <b>Charges for Current Services</b>              |                                    | <b>215,966</b>    | <b>203,565</b>    | <b>165,680</b>    | <b>225,000</b>    | <b>160,000</b>    | <b>160,000</b>    |
| 5071-003                                         | Miscellaneous Grants               | 30,604            | -                 | -                 | 40,000            | -                 | -                 |
| <b>Revenue From Other Agencies</b>               |                                    | <b>30,604</b>     | <b>-</b>          | <b>-</b>          | <b>40,000</b>     | <b>-</b>          | <b>-</b>          |
| <b>503 - WATER EFFICIENCY FUND</b>               |                                    | <b>250,670</b>    | <b>206,280</b>    | <b>177,120</b>    | <b>282,158</b>    | <b>173,467</b>    | <b>177,158</b>    |
|                                                  |                                    |                   |                   |                   |                   |                   |                   |
| 4800-000                                         | Interest Income                    | -                 | 197               | 5,671             | -                 | -                 | -                 |
| <b>Use of Money &amp; Property</b>               |                                    | <b>-</b>          | <b>197</b>        | <b>5,671</b>      | <b>-</b>          | <b>-</b>          | <b>-</b>          |
| <b>505 - 2016 WATER REVENUE BONDS TOTAL</b>      |                                    | <b>-</b>          | <b>197</b>        | <b>5,671</b>      | <b>-</b>          | <b>-</b>          | <b>-</b>          |
|                                                  |                                    |                   |                   |                   |                   |                   |                   |
| 4800-000                                         | Interest Income                    | 29,030            | 18,063            | 8,191             | -                 | -                 | -                 |
| <b>Use of Money &amp; Property</b>               |                                    | <b>29,030</b>     | <b>18,063</b>     | <b>8,191</b>      | <b>-</b>          | <b>-</b>          | <b>-</b>          |
| <b>506 - SRF LOAN - WATER TOTAL</b>              |                                    | <b>29,030</b>     | <b>18,063</b>     | <b>8,191</b>      | <b>-</b>          | <b>-</b>          | <b>-</b>          |
|                                                  |                                    |                   |                   |                   |                   |                   |                   |
| 4800-000                                         | Interest Income                    | 4,262             | 3,139             | 12,968            | 19,172            | 15,047            | 19,172            |
| <b>Use of Money &amp; Property</b>               |                                    | <b>4,262</b>      | <b>3,139</b>      | <b>12,968</b>     | <b>19,172</b>     | <b>-</b>          | <b>-</b>          |
| 5335-000                                         | Water Impact Fees                  | 121,331           | 66,383            | 56,350            | 180,000           | 500,000           | 500,000           |
| 5336-000                                         | Sewer Impact Fees                  | 5,112             | 6,975             | 7,485             | 10,000            | 15,000            | 15,000            |
| <b>Charges for Current Services</b>              |                                    | <b>126,443</b>    | <b>73,358</b>     | <b>63,835</b>     | <b>190,000</b>    | <b>515,000</b>    | <b>515,000</b>    |
| <b>510 - WATER &amp; SEWER IMPACT FEES TOTAL</b> |                                    | <b>130,705</b>    | <b>76,496</b>     | <b>76,803</b>     | <b>209,172</b>    | <b>530,047</b>    | <b>534,172</b>    |
|                                                  |                                    |                   |                   |                   |                   |                   |                   |
| 4800-000                                         | Interest Income                    | -                 | 7                 | 327               | -                 | -                 | -                 |
| <b>Use of Money &amp; Property</b>               |                                    | <b>-</b>          | <b>7</b>          | <b>327</b>        | <b>-</b>          | <b>-</b>          | <b>-</b>          |
| <b>550 - PUBLIC FINANCING TOTAL</b>              |                                    | <b>-</b>          | <b>7</b>          | <b>327</b>        | <b>-</b>          | <b>-</b>          | <b>-</b>          |
|                                                  |                                    |                   |                   |                   |                   |                   |                   |
| 4000-000                                         | Property Tax - Current Secured     | 285,849           | 172,383           | 269,170           | 196,600           | 196,600           | 196,600           |
| <b>Property Tax</b>                              |                                    | <b>285,849</b>    | <b>172,383</b>    | <b>269,170</b>    | <b>196,600</b>    | <b>196,600</b>    | <b>196,600</b>    |
| <b>927 - REDEV. OBLIGATIONS TOTAL</b>            |                                    | <b>285,849</b>    | <b>172,383</b>    | <b>269,170</b>    | <b>196,600</b>    | <b>196,600</b>    | <b>196,600</b>    |



| REVENUE DETAIL FY 24-25 |               | Actual     | Actual     | Actual     | Adopted    | Estimated  | Proposed   |
|-------------------------|---------------|------------|------------|------------|------------|------------|------------|
| Acct                    | Account Title | 2020/21    | 2021/22    | 2022/23    | 2023/24    | 2023/24    | 2024/25    |
| CITYWIDE TOTAL          |               | 59,990,586 | 71,050,222 | 67,112,724 | 73,598,224 | 68,678,633 | 74,251,573 |

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## EXPENDITURE SUMMARY BY FUND FY24-25

| Category/Fund                                          | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|--------------------------------------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| Wages & Benefits                                       | 22,108,355        | 25,216,188        | 24,460,162        | 26,659,742         | 23,332,994           | 27,301,098          |
| Operations & Maintenance                               | 5,875,483         | 7,495,907         | 11,571,313        | 12,219,249         | 11,114,164           | 12,388,009          |
| Capital Outlay                                         | 39,802            | 13,005            | 159,909           | 258,000            | 204,735              | 76,500              |
| <b>101 - General Fund Total</b>                        | <b>28,023,640</b> | <b>32,725,100</b> | <b>36,274,708</b> | <b>39,136,992</b>  | <b>34,651,894</b>    | <b>39,765,607</b>   |
| Operations & Maintenance                               | 2,167,385         | 4,276,759         | 5,290,303         | 3,566,267          | 3,656,397            | 4,099,360           |
| <b>103 - Insurance Fund Total</b>                      | <b>2,167,385</b>  | <b>4,276,759</b>  | <b>5,290,303</b>  | <b>3,566,267</b>   | <b>3,656,397</b>     | <b>4,099,360</b>    |
| Capital Projects                                       | 150,934           | 15,491            | 43,984            | -                  | -                    | -                   |
| <b>104 - Street Improvements Program Total</b>         | <b>150,934</b>    | <b>15,491</b>     | <b>43,984</b>     | <b>-</b>           | <b>-</b>             | <b>-</b>            |
| Operations & Maintenance                               | -                 | -                 | 179,324           | 531,502            | 379,000              | 540,000             |
| Capital Outlay                                         | 77,691            | 942               | 36,876            | -                  | -                    | -                   |
| Capital Projects                                       | 493,994           | 102,245           | 39,188            | -                  | -                    | -                   |
| <b>105 - Facilities &amp; Equip. Replacement Total</b> | <b>571,685</b>    | <b>103,187</b>    | <b>255,387</b>    | <b>531,502</b>     | <b>379,000</b>       | <b>540,000</b>      |
| Capital Projects                                       | -                 | -                 | -                 | -                  | -                    | -                   |
| <b>108 - SR110 General Fund Reserve Total</b>          | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>-</b>           | <b>-</b>             | <b>-</b>            |
| Wages & Benefits                                       | -                 | -                 | -                 | -                  | -                    | -                   |
| Operations & Maintenance                               | -                 | -                 | -                 | 1,000              | -                    | -                   |
| Capital Outlay                                         | -                 | -                 | -                 | -                  | -                    | -                   |
| Other Expenses                                         | -                 | -                 | 1,141,509         | -                  | -                    | -                   |
| <b>110 - OPEB Trust Fund Total</b>                     | <b>-</b>          | <b>-</b>          | <b>1,141,509</b>  | <b>1,000</b>       | <b>-</b>             | <b>-</b>            |
| Wages & Benefits                                       | 187,334           | 220,062           | 372,971           | 687,234            | 574,204              | 615,143             |
| Operations & Maintenance                               | 63,453            | 57,560            | 95,807            | 301,041            | 240,630              | 281,509             |
| Capital Outlay                                         | 64,500            | -                 | 175,843           | -                  | -                    | 246,362             |
| Capital Projects                                       | -                 | -                 | 5,617             | -                  | -                    | -                   |
| <b>205 - Prop "A" Total</b>                            | <b>315,286</b>    | <b>277,622</b>    | <b>650,237</b>    | <b>988,275</b>     | <b>814,834</b>       | <b>1,143,014</b>    |
| Wages & Benefits                                       | -                 | -                 | 813,917           | -                  | -                    | -                   |
| Operations & Maintenance                               | -                 | -                 | 152,692           | 3,498,717          | 218,420              | 120,000             |
| Capital Outlay                                         | -                 | -                 | 152,047           | -                  | -                    | 300,000             |
| Other Expenses                                         | -                 | -                 | -                 | -                  | -                    | -                   |
| Transfer Out                                           | -                 | -                 | -                 | -                  | -                    | -                   |
| Capital Projects                                       | -                 | -                 | -                 | -                  | -                    | -                   |
| <b>206 - SLFRF Fund Total</b>                          | <b>-</b>          | <b>-</b>          | <b>1,118,655</b>  | <b>3,498,717</b>   | <b>218,420</b>       | <b>420,000</b>      |
| Wages & Benefits                                       | 200,295           | 192,956           | 155,158           | -                  | 22,744               | -                   |
| Operations & Maintenance                               | 82,684            | 116,730           | 73,212            | -                  | 30,000               | -                   |
| Capital Projects                                       | 11,460            | 21,090            | 35,400            | -                  | -                    | -                   |
| <b>207 - Prop "C" Total</b>                            | <b>294,439</b>    | <b>330,776</b>    | <b>263,771</b>    | <b>-</b>           | <b>52,744</b>        | <b>-</b>            |
| Capital Projects                                       | 125,801           | 18,100            | -                 | -                  | -                    | -                   |
| <b>208 - TEA/Metro Total</b>                           | <b>125,801</b>    | <b>18,100</b>     | <b>-</b>          | <b>-</b>           | <b>-</b>             | <b>-</b>            |
| Wages & Benefits                                       | 424,165           | 420,465           | 500,829           | 586,758            | 479,161              | 697,022             |
| Operations & Maintenance                               | 74,703            | 410,511           | 396,651           | 653,922            | 393,760              | 669,814             |
| Capital Outlay                                         | 77,123            | -                 | -                 | -                  | -                    | -                   |
| Other Expenses                                         | 46,183            | 219,282           | 210,171           | -                  | -                    | -                   |
| Capital Projects                                       | 473,091           | -                 | -                 | -                  | -                    | -                   |
| <b>210 - Sewer Total</b>                               | <b>1,095,266</b>  | <b>1,050,258</b>  | <b>1,107,650</b>  | <b>1,240,680</b>   | <b>872,921</b>       | <b>1,366,836</b>    |
| Capital Projects                                       | -                 | -                 | 45,068            | -                  | -                    | -                   |
| <b>213 - SB2 Planning Grant Total</b>                  | <b>-</b>          | <b>-</b>          | <b>45,068</b>     | <b>-</b>           | <b>-</b>             | <b>-</b>            |
| Capital Projects                                       | 3,211             | -                 | 167,246           | -                  | -                    | -                   |
| <b>214 - Rogan HR5394 Grant Total</b>                  | <b>3,211</b>      | <b>-</b>          | <b>167,246</b>    | <b>-</b>           | <b>-</b>             | <b>-</b>            |
| Wages & Benefits                                       | 199,179           | 207,461           | 146,085           | 237,782            | 205,107              | 235,953             |
| Operations & Maintenance                               | 732,020           | 1,045,666         | 1,115,695         | 1,447,900          | 1,397,161            | 1,467,200           |
| Capital Outlay                                         | -                 | 15,923            | -                 | 30,000             | -                    | -                   |
| Capital Projects                                       | -                 | -                 | -                 | -                  | -                    | -                   |
| <b>215 - Street Light &amp; Landscape Total</b>        | <b>931,199</b>    | <b>1,269,049</b>  | <b>1,261,780</b>  | <b>1,715,682</b>   | <b>1,602,268</b>     | <b>1,703,153</b>    |
| Operations & Maintenance                               | -                 | -                 | -                 | -                  | -                    | -                   |
| Capital Outlay                                         | 35,924            | -                 | -                 | -                  | -                    | -                   |
| <b>218 - Clean Air Act Total</b>                       | <b>35,924</b>     | <b>-</b>          | <b>-</b>          | <b>-</b>           | <b>-</b>             | <b>-</b>            |
| Operations & Maintenance                               | 107,000           | 105,500           | 108,432           | 133,500            | 133,000              | 88,000              |

## EXPENDITURE SUMMARY BY FUND FY24-25

| Category/Fund                                     | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|---------------------------------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| <b>220 - Business Improvement Tax Total</b>       | <b>107,000</b>    | <b>105,500</b>    | <b>108,432</b>    | <b>133,500</b>     | <b>133,000</b>       | <b>88,000</b>       |
| Operations & Maintenance                          | 9,650             | 9,052             | 8,041             | 15,000             | 9,200                | 15,000              |
| <b>226 - Mission Meridian Public Garage Total</b> | <b>9,650</b>      | <b>9,052</b>      | <b>8,041</b>      | <b>15,000</b>      | <b>9,200</b>         | <b>15,000</b>       |
| Wages & Benefits                                  | -                 | -                 | -                 | -                  | -                    | -                   |
| Operations & Maintenance                          | 51,743            | 44,493            | 35,050            | 200,600            | 196,600              | 196,000             |
| <b>227 - Successor Agency to CRA Total</b>        | <b>51,743</b>     | <b>44,493</b>     | <b>35,050</b>     | <b>200,600</b>     | <b>196,600</b>       | <b>196,000</b>      |
| Operations & Maintenance                          | 10,361            | 373               | 3,690             | 16,200             | 6,700                | 139,000             |
| <b>228 - Housing Authority Total</b>              | <b>10,361</b>     | <b>373</b>        | <b>3,690</b>      | <b>16,200</b>      | <b>6,700</b>         | <b>139,000</b>      |
| Wages & Benefits                                  | 469,132           | 497,374           | 625,094           | 925,061            | 739,787              | 827,305             |
| Operations & Maintenance                          | 88,920            | 115,888           | 124,579           | 358,700            | 169,500              | 338,600             |
| Capital Outlay                                    | 25,185            | -                 | -                 | 65,000             | -                    | 65,000              |
| Capital Projects                                  | -                 | -                 | -                 | -                  | -                    | -                   |
| <b>230 - State Gas Tax Total</b>                  | <b>583,237</b>    | <b>613,262</b>    | <b>749,673</b>    | <b>1,348,761</b>   | <b>909,287</b>       | <b>1,230,905</b>    |
| Wages & Benefits                                  | -                 | -                 | -                 | -                  | -                    | -                   |
| Operations & Maintenance                          | 27,957            | 54,329            | 46,543            | 118,000            | 44,600               | 103,500             |
| <b>232 - County Park Bond Total</b>               | <b>27,957</b>     | <b>54,329</b>     | <b>46,543</b>     | <b>118,000</b>     | <b>44,600</b>        | <b>103,500</b>      |
| Wages & Benefits                                  | -                 | -                 | 21,020            | 78,472             | 64,480               | 54,342              |
| Operations & Maintenance                          | -                 | -                 | -                 | 50,000             | 180,473              | 50,000              |
| Capital Projects                                  | 343,453           | 31,773            | -                 | -                  | -                    | -                   |
| <b>233 - Measure R Total</b>                      | <b>343,453</b>    | <b>31,773</b>     | <b>21,020</b>     | <b>128,472</b>     | <b>244,953</b>       | <b>104,342</b>      |
| Capital Projects                                  | -                 | -                 | -                 | -                  | -                    | -                   |
| <b>234 - LACMTA Measure M MAT Total</b>           | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>-</b>           | <b>-</b>             | <b>-</b>            |
| Wages & Benefits                                  | -                 | -                 | 21,020            | 78,472             | 64,481               | 54,342              |
| Operations & Maintenance                          | -                 | -                 | 18,390            | 150,000            | 400,000              | 150,000             |
| Capital Outlay                                    | 25,185            | -                 | -                 | -                  | -                    | 67,867              |
| Capital Projects                                  | -                 | -                 | -                 | -                  | -                    | -                   |
| <b>236 - Measure M Total</b>                      | <b>25,185</b>     | <b>-</b>          | <b>39,410</b>     | <b>228,472</b>     | <b>464,481</b>       | <b>272,209</b>      |
| Capital Projects                                  | 451,157           | -                 | -                 | -                  | -                    | -                   |
| <b>237 - Road Maint. &amp; Rehab. Acct. Total</b> | <b>451,157</b>    | <b>-</b>          | <b>-</b>          | <b>-</b>           | <b>-</b>             | <b>-</b>            |
| Capital Outlay                                    | -                 | -                 | -                 | -                  | -                    | -                   |
| Capital Projects                                  | 1,151             | -                 | 4,550             | -                  | -                    | -                   |
| <b>238 - MSRC Grant Total</b>                     | <b>1,151</b>      | <b>-</b>          | <b>4,550</b>      | <b>-</b>           | <b>-</b>             | <b>-</b>            |
| Wages & Benefits                                  | 26,481            | 21,886            | 31,582            | 57,138             | 42,514               | 61,404              |
| Operations & Maintenance                          | 16,074            | 72,809            | 123,113           | 256,000            | 166,666              | 177,000             |
| Capital Projects                                  | -                 | -                 | -                 | -                  | -                    | -                   |
| <b>239 - Measure W Total</b>                      | <b>42,555</b>     | <b>94,695</b>     | <b>154,695</b>    | <b>313,138</b>     | <b>209,180</b>       | <b>238,404</b>      |
| Capital Projects                                  | -                 | -                 | -                 | -                  | -                    | -                   |
| <b>240 - Measure M MSP Total</b>                  | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>-</b>           | <b>-</b>             | <b>-</b>            |
| Wages & Benefits                                  | 38,582            | 50,982            | -                 | -                  | -                    | -                   |
| <b>241 - Measure H Total</b>                      | <b>38,582</b>     | <b>50,982</b>     | <b>-</b>          | <b>-</b>           | <b>-</b>             | <b>-</b>            |
| Capital Projects                                  | 44,618            | 8,076             | 17,093            | -                  | -                    | -                   |
| <b>242 - Prop C Exchange Funds Total</b>          | <b>44,618</b>     | <b>8,076</b>      | <b>17,093</b>     | <b>-</b>           | <b>-</b>             | <b>-</b>            |
| Capital Projects                                  | 10,252            | -                 | -                 | -                  | -                    | -                   |
| <b>245 - Bike &amp; Pedestrian Paths Total</b>    | <b>10,252</b>     | <b>-</b>          | <b>-</b>          | <b>-</b>           | <b>-</b>             | <b>-</b>            |
| Operations & Maintenance                          | -                 | -                 | -                 | 45,000             | -                    | -                   |
| <b>247 - SGVCOG Grant Total</b>                   | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>45,000</b>      | <b>-</b>             | <b>-</b>            |
| Capital Projects                                  | 7,830             | -                 | -                 | -                  | -                    | -                   |
| <b>248 - BTA Grants Total</b>                     | <b>7,830</b>      | <b>-</b>          | <b>-</b>          | <b>-</b>           | <b>-</b>             | <b>-</b>            |
| Operations & Maintenance                          | 10,745            | 301,052           | 90,033            | -                  | -                    | -                   |
| <b>249 - Golden Streets Grant Total</b>           | <b>10,745</b>     | <b>301,052</b>    | <b>90,033</b>     | <b>-</b>           | <b>-</b>             | <b>-</b>            |
| Capital Projects                                  | -                 | -                 | 20,252            | -                  | -                    | -                   |
| <b>255 - Capital Growth Total</b>                 | <b>-</b>          | <b>-</b>          | <b>20,252</b>     | <b>-</b>           | <b>-</b>             | <b>-</b>            |

## EXPENDITURE SUMMARY BY FUND FY24-25

| Category/Fund                                   | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|-------------------------------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| Operations & Maintenance                        | 62,980            | 65,950            | 23,292            | 19,599             | 19,599               | 19,104              |
| Capital Projects                                | -                 | -                 | -                 | -                  | -                    | -                   |
| <b>260 - CDBG Total</b>                         | <b>62,980</b>     | <b>65,950</b>     | <b>23,292</b>     | <b>19,599</b>      | <b>19,599</b>        | <b>19,104</b>       |
| Wages & Benefits                                | -                 | -                 | -                 | -                  | -                    | 236,385             |
| Operations & Maintenance                        | -                 | 20,100            | -                 | 10,000             | 10,000               | 10,000              |
| Capital Outlay                                  | -                 | -                 | -                 | 50,000             | 50,000               | 50,000              |
| <b>270 - Asset Forfeiture Total</b>             | <b>-</b>          | <b>20,100</b>     | <b>-</b>          | <b>60,000</b>      | <b>60,000</b>        | <b>296,385</b>      |
| Capital Outlay                                  | 24,478            | 136,767           | -                 | 178,011            | 73,011               | 73,011              |
| <b>272 - Police Grants - State (COPS) Total</b> | <b>24,478</b>     | <b>136,767</b>    | <b>-</b>          | <b>178,011</b>     | <b>73,011</b>        | <b>73,011</b>       |
| Capital Outlay                                  | -                 | 125,360           | -                 | -                  | -                    | 350,049             |
| <b>274 - Homeland Security Grant Total</b>      | <b>-</b>          | <b>125,360</b>    | <b>-</b>          | <b>-</b>           | <b>-</b>             | <b>350,049</b>      |
| Operations & Maintenance                        | 18,050            | 15,035            | 3,099             | -                  | -                    | -                   |
| Capital Projects                                | -                 | 138,745           | 36,288            | -                  | -                    | -                   |
| <b>275 - Park Impact Fees Total</b>             | <b>18,050</b>     | <b>153,780</b>    | <b>39,386</b>     | <b>-</b>           | <b>-</b>             | <b>-</b>            |
| Wages & Benefits                                | -                 | -                 | -                 | -                  | -                    | -                   |
| Capital Projects                                | -                 | -                 | 21,317            | -                  | -                    | -                   |
| <b>277 - HSIP Grant Total</b>                   | <b>-</b>          | <b>-</b>          | <b>21,317</b>     | <b>-</b>           | <b>-</b>             | <b>-</b>            |
| Wages & Benefits                                | -                 | -                 | -                 | -                  | -                    | -                   |
| Operations & Maintenance                        | -                 | -                 | -                 | -                  | -                    | 25,000              |
| Capital Outlay                                  | -                 | -                 | -                 | -                  | -                    | -                   |
| <b>278 - Housing Element Grant Total</b>        | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>-</b>           | <b>-</b>             | <b>25,000</b>       |
| Wages & Benefits                                | -                 | -                 | -                 | -                  | -                    | -                   |
| Operations & Maintenance                        | 1,084,188         | 1,267,820         | 1,341,028         | 1,245,087          | 1,208,152            | 1,431,511           |
| Capital Outlay                                  | -                 | -                 | -                 | -                  | -                    | -                   |
| Other Expenses                                  | 53,791            | 50,784            | 33,386            | -                  | -                    | -                   |
| Capital Projects                                | -                 | -                 | 14,632            | -                  | -                    | -                   |
| <b>295 - Arroyo Seco Golf Course Total</b>      | <b>1,137,979</b>  | <b>1,318,604</b>  | <b>1,389,046</b>  | <b>1,245,087</b>   | <b>1,208,152</b>     | <b>1,431,511</b>    |
| Operations & Maintenance                        | 184,839           | 183,383           | 177,755           | 425,808            | 425,808              | 425,808             |
| <b>310 - Sewer Capital Projects Total</b>       | <b>184,839</b>    | <b>183,383</b>    | <b>177,755</b>    | <b>425,808</b>     | <b>425,808</b>       | <b>425,808</b>      |
| Capital Projects                                | -                 | -                 | -                 | 16,518,071         | 2,662,230            | 16,334,763          |
| <b>400 - Capital Improvement Projects Fund</b>  | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>16,518,071</b>  | <b>2,662,230</b>     | <b>16,334,763</b>   |
| Wages & Benefits                                | 1,710,650         | 1,905,784         | 1,885,289         | 2,219,369          | 1,845,458            | 2,222,063           |
| Operations & Maintenance                        | 3,293,633         | 3,789,440         | 3,862,468         | 6,874,551          | 4,671,206            | 7,039,602           |
| Capital Outlay                                  | 32,708            | 18,379            | -                 | 720,000            | -                    | 837,867             |
| Other Expenses                                  | 999,203           | 1,840,220         | 1,808,696         | -                  | -                    | -                   |
| Capital Projects                                | 10,061            | (49,624)          | -                 | -                  | -                    | -                   |
| <b>500 - Water Total</b>                        | <b>6,046,255</b>  | <b>7,504,199</b>  | <b>7,556,453</b>  | <b>9,813,920</b>   | <b>6,516,664</b>     | <b>10,099,532</b>   |
| Wages & Benefits                                | 107,838           | 135,019           | 99,582            | 165,242            | 153,449              | 136,921             |
| Operations & Maintenance                        | 25,678            | 24,737            | 77,401            | 159,200            | 63,380               | 159,200             |
| Capital Outlay                                  | -                 | -                 | -                 | 40,000             | -                    | 40,000              |
| Capital Projects                                | 50,839            | -                 | -                 | -                  | -                    | -                   |
| <b>503 - Water Efficiency Fund Total</b>        | <b>184,355</b>    | <b>159,756</b>    | <b>176,983</b>    | <b>364,442</b>     | <b>216,829</b>       | <b>336,121</b>      |
| Operations & Maintenance                        | 1,595,899         | 1,571,200         | 1,534,200         | 2,501,050          | 2,475,800            | 2,475,425           |
| <b>505 - 2016 Water Revenue Bonds Total</b>     | <b>1,595,899</b>  | <b>1,571,200</b>  | <b>1,534,200</b>  | <b>2,501,050</b>   | <b>2,475,800</b>     | <b>2,475,425</b>    |
| Operations & Maintenance                        | 104,607           | 101,869           | 147,478           | 264,966            | 266,415              | 532,531             |
| <b>505 - 2016 Water Revenue Bonds Total</b>     | <b>104,607</b>    | <b>101,869</b>    | <b>147,478</b>    | <b>264,966</b>     | <b>266,415</b>       | <b>532,531</b>      |
| Operations & Maintenance                        | 129,376           | 117,376           | 102,540           | 529,276            | 522,976              | 520,276             |
| <b>550 - Public Financing Authority Total</b>   | <b>129,376</b>    | <b>117,376</b>    | <b>102,540</b>    | <b>529,276</b>     | <b>522,976</b>       | <b>520,276</b>      |
| Operations & Maintenance                        | -                 | -                 | -                 | 196,600            | 196,600              | 196,600             |
| <b>927 - Redev. Oblig. Retirement Total</b>     | <b>-</b>          | <b>-</b>          | <b>-</b>          | <b>196,600</b>     | <b>196,600</b>       | <b>196,600</b>      |
| <b>CITYWIDE TOTAL</b>                           | <b>44,969,061</b> | <b>52,838,273</b> | <b>60,087,229</b> | <b>85,343,086</b>  | <b>59,110,561</b>    | <b>84,541,443</b>   |

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# General Fund Revenue Summary

| Revenue Category               | 2020/21           | 2021/22           | 2022/23           | 2023/24           | 2023/24           | 2024/25           |
|--------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Property Taxes                 | 16,773,318        | 17,906,070        | 18,728,374        | 19,700,384        | 19,756,301        | 20,692,452        |
| Assessments & Special Taxes    | 347,931           | 364,223           | 395,801           | 375,149           | 406,000           | 420,000           |
| Sales Taxes                    | 5,132,645         | 6,096,613         | 6,523,428         | 6,478,033         | 6,215,543         | 6,316,170         |
| Utility Users Taxes            | 3,738,531         | 3,875,268         | 4,431,072         | 4,352,462         | 4,478,377         | 4,752,155         |
| Franchise Fees                 | 1,200,408         | 1,289,532         | 1,301,778         | 1,271,477         | 1,221,147         | 1,405,527         |
| License & Permits              | 808,280           | 814,081           | 870,974           | 796,200           | 815,933           | 849,463           |
| Fines & Forfeitures            | 143,449           | 52,291            | 65,860            | 58,000            | 66,876            | 58,000            |
| Use of Money & Property        | 4,788,970         | (495,381)         | 514,439           | 1,345,014         | 1,037,694         | 1,048,715         |
| Other Agencies                 | 955,205           | 179,525           | 236,171           | 475,500           | 226,634           | 466,000           |
| Current Services               | 3,079,621         | 3,836,129         | 4,342,013         | 4,141,520         | 3,703,137         | 4,226,280         |
| All Other Revenues             | 183,717           | 250,501           | 99,472            | 86,108            | 179,645           | 231,959           |
| Reimbursement From Other Funds | 483,384           | 483,384           | 483,384           | 483,384           | 483,384           | 483,384           |
| <b>Total GF Revenues</b>       | <b>37,635,460</b> | <b>34,652,238</b> | <b>37,992,765</b> | <b>39,563,231</b> | <b>38,590,670</b> | <b>40,950,106</b> |

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**General Fund Expenditure Summary**

| <b>Department/Program Exp</b> | <b>2020/21</b>    | <b>2021/22</b>    | <b>2022/23</b>    | <b>2023/24</b>    | <b>2023/24</b>    | <b>2024/25</b>    |
|-------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| City Council                  | 35,890            | 45,446            | 35,161            | 118,903           | 126,006           | 126,968           |
| City Manager                  | 1,577,656         | 1,815,368         | 1,302,705         | 1,274,785         | 1,102,054         | 1,075,903         |
| Management Services           |                   |                   |                   |                   |                   |                   |
| Management Services           | -                 | 6,615             | 443,077           | 485,105           | 557,333           | 602,717           |
| City Clerk                    | 115,512           | -                 | 390,154           | 447,319           | 321,026           | 428,416           |
| Elections                     | 76,843            | 93,242            | 84,086            | 63,900            | 100               | 155,000           |
| Human Resources               | 350,761           | -                 | 820,456           | 841,614           | 742,556           | 921,621           |
| Transportation Planning       | 287               | 90                | -                 | -                 | -                 | -                 |
| Legal Services                | 607,285           | 572,032           | 957,860           | 420,000           | 745,531           | 745,531           |
| Innovation and Technology     | 541,110           | -                 | 988,373           | 1,151,511         | 1,120,129         | 1,225,078         |
| Finance                       |                   |                   |                   |                   |                   |                   |
| Finance                       | 871,011           | 1,040,325         | 1,165,149         | 1,050,473         | 1,024,464         | 1,044,818         |
| City Treasurer                | 8,444             | 9,993             | 8,425             | 9,239             | 9,239             | 9,424             |
| Non-Dept/Overhead             | 996,366           | 2,264,416         | 2,635,668         | 2,539,444         | 2,413,902         | 2,986,985         |
| Police                        | 10,400,998        | 11,384,907        | 10,638,978        | 11,398,978        | 9,996,931         | 12,032,531        |
| Fire                          |                   |                   |                   |                   |                   |                   |
| Fire                          | 6,315,749         | 7,716,685         | 7,331,752         | 7,300,602         | 6,686,295         | 7,163,779         |
| Emergency Preparedness        | 31,932            | 46,904            | 39,748            | 55,000            | 54,500            | 45,000            |
| Public Works                  | -                 | -                 | -                 | -                 | -                 | -                 |
| Admin & Engineering           | 618,493           | 572,717           | 678,021           | 1,243,249         | 1,069,617         | 765,441           |
| Environmental Services        | 653               | 55,009            | 144,438           | 207,480           | 115,031           | 288,355           |
| Park Maintenance              | 476,793           | 581,680           | 539,630           | 975,901           | 932,284           | 1,067,973         |
| Facilities Maintenance        | 826,985           | 901,702           | 974,407           | 1,344,778         | 1,167,024         | 1,525,786         |
| Community Development         | 1,819,769         | 2,428,641         | 3,569,588         | 4,100,795         | 3,079,928         | 3,515,392         |
| Library                       | 1,608,369         | 1,839,131         | 1,833,000         | 2,211,234         | 1,984,057         | 2,143,978         |
| Community Services            |                   |                   |                   |                   |                   |                   |
| Senior Services               | 202,374           | 237,957           | 385,763           | 437,749           | 371,625           | 416,051           |
| Community Services            | 217,223           | 276,302           | 366,840           | 373,413           | 302,546           | 469,477           |
| Recreation and Youth Services | 323,135           | 835,939           | 858,103           | 1,085,519         | 729,718           | 1,009,384         |
| Capital Projects              | -                 | -                 | 83,325            | -                 | -                 | -                 |
| <b>Total GF Expenditures</b>  | <b>28,023,640</b> | <b>32,725,100</b> | <b>36,274,708</b> | <b>39,136,992</b> | <b>34,651,894</b> | <b>39,765,607</b> |

| Project No. Project Name                                  | FY 2023-24<br>Budget | FY 2023-24<br>Projected | FY 2023-24<br>Carry-Over | FY 2024-25<br>New | FY 2024-25<br>Budget |
|-----------------------------------------------------------|----------------------|-------------------------|--------------------------|-------------------|----------------------|
| <b>General Building &amp; Facilities - 9001</b>           |                      |                         |                          |                   |                      |
| 9206 825 Mission Yard Security Gate                       | 160,000              | -                       | -                        | -                 | -                    |
| 9224 Citywide Facility Repair                             | 373,652              | 44,082                  | 329,570                  | -                 | 329,570              |
| 9226 FD Front Bay Door Replacement                        | 80,000               | -                       | 80,000                   | 55,000            | 135,000              |
| 9229 PD Locker/Restroom Improvement                       | 190,000              | -                       | 90,000                   | -                 | 90,000               |
| 9230 PD Improvements                                      | 17,000               | -                       | -                        | -                 | -                    |
| 9231 PD Briefing Room Update                              | 19,000               | -                       | -                        | -                 | -                    |
| 9232 PD1st Floor Inter Paint/Drywal                       | 13,000               | 26,061                  | -                        | -                 | -                    |
| 9242 War Memorial Audio/Vis. Equipm                       | -                    | -                       | -                        | -                 | -                    |
| 9269 War Memorial HVAC Repairs                            | 25,000               | -                       | -                        | -                 | -                    |
| 9273 Rec. Facilities Key System                           | -                    | -                       | -                        | 20,000            | 20,000               |
| 9404 Citywide Facilities Assessment/ Security Enhancement | 287,160              | -                       | 287,160                  | -                 | 287,160              |
| 9214 FD Diesel Exhaust System Replacement                 | 50,000               | -                       | 50,000                   | -                 | 50,000               |
| 9330 Senior Center Flooring                               | 60,000               | -                       | 60,000                   | -                 | 60,000               |
| <b>Subtotal General Building &amp; Facilities</b>         | <b>1,274,812</b>     | <b>70,143</b>           | <b>896,730</b>           | <b>75,000</b>     | <b>971,730</b>       |
| <b>Housing Authority - 9002</b>                           |                      |                         |                          |                   |                      |
| 9342 308 San Pascual Residence Improvements               | 30,000               | 17,150                  | 12,850                   | 17,150            | 30,000               |
| <b>Subtotal Housing Authority</b>                         | <b>30,000</b>        | <b>17,150</b>           | <b>12,850</b>            | <b>17,150</b>     | <b>30,000</b>        |
| <b>Information Technology - 9003</b>                      |                      |                         |                          |                   |                      |
| 9149 VoIP Phone System Installation                       | 200,000              | 108,451                 | 21,549                   | -                 | 21,549               |
| 9186 CD Permit Management Software                        | 212,410              | 100,875                 | 111,535                  | (2,054)           | 109,481              |
| 9187 CD Record Scan & Doc Managmnt                        | -                    | -                       | -                        | -                 | -                    |
| 9407 CMMS/Work Order System/GIS                           | 120,000              | -                       | 120,000                  | -                 | 120,000              |
| 9182 Agenda Management System                             | 50,000               | 8,400                   | 21,600                   | -                 | 21,600               |
| 9422 City Technology & Financial Systems                  | -                    | -                       | -                        | 90,000            | 90,000               |
| 9183 City Website System & Design                         | 60,000               | 39,970                  | -                        | -                 | -                    |
| <b>Subtotal Information Technology</b>                    | <b>642,410</b>       | <b>257,696</b>          | <b>274,684</b>           | <b>87,946</b>     | <b>362,630</b>       |
| <b>Library - 9004</b>                                     |                      |                         |                          |                   |                      |
| 9301 Library HVAC Repairs                                 | 259,100              | -                       | -                        | -                 | -                    |
| 9322 Library ADA Ramp, Light. & Imp                       | 20,000               | -                       | 20,000                   | 53,054            | 73,054               |
| 9405 Library Security Camera System                       | 20,000               | -                       | 20,000                   | 100,698           | 120,698              |
| 9328 Library Facility Improvements                        | 100,514              | -                       | 31,907                   | -                 | 31,907               |
| 9329 Library Roof                                         | 291,781              | -                       | 166,636                  | -                 | 166,636              |
| 9338 Library Master Plan                                  | 150,000              | -                       | 150,000                  | -                 | 150,000              |
| 9424 Library Radio Frequency Identification (RFID)        | 160,000              | -                       | 90,000                   | -                 | 90,000               |
| <b>Subtotal Library</b>                                   | <b>1,001,395</b>     | <b>-</b>                | <b>478,543</b>           | <b>153,752</b>    | <b>632,295</b>       |
| <b>Community Services &amp; Parks - 9005</b>              |                      |                         |                          |                   |                      |
| 9033 Grevalia&Berkshire Pocket Park                       | 839,968              | 22,704                  | 817,264                  | 950,806           | 1,768,070            |
| 9157 Golf Course Netting Replacemen                       | 735,368              | 5,225                   | 730,143                  | -                 | 730,143              |
| 9263 Pocket Park Construction                             | -                    | -                       | -                        | -                 | -                    |
| 9367 Parks Master Plan                                    | 150,000              | -                       | 150,000                  | -                 | 150,000              |
| 9369 Snake Trail Improvements                             | 50,000               | -                       | 50,000                   | -                 | 50,000               |
| 9425 Arroyo Seco Golf Course Comprehensive Plan           | -                    | -                       | -                        | 135,000           | 135,000              |
| <b>Subtotal Community Services &amp; Parks</b>            | <b>1,775,336</b>     | <b>27,929</b>           | <b>1,747,407</b>         | <b>1,085,806</b>  | <b>2,833,213</b>     |
| <b>Sewer - 9006</b>                                       |                      |                         |                          |                   |                      |
| 9408 Sewer Sys. Rep., Rehab&Replace                       | 500,000              | 100,000                 | 400,000                  | -                 | 400,000              |
| <b>Subtotal Sewer</b>                                     | <b>500,000</b>       | <b>100,000</b>          | <b>400,000</b>           | <b>-</b>          | <b>400,000</b>       |
| <b>Stormwater - 9007</b>                                  |                      |                         |                          |                   |                      |
| 9364 Rio Hondo LRS Alham, Wash Trtm                       | 5,000                | -                       | 5,000                    | 50,000            | 55,000               |
| 9411 Huntington Drive Green Street                        | 250,000              | 239,863                 | 10,137                   | -                 | 10,137               |
| 9412 City Hall Stormwater Project                         | 500,000              | 100,000                 | 400,000                  | 500,000           | 900,000              |
| 9413 Arroyo Seco San Rafael & San Pascual Projects        | 437,500              | 70,630                  | 366,870                  | -                 | 366,870              |
| <b>Subtotal Stormwater</b>                                | <b>1,192,500</b>     | <b>410,493</b>          | <b>782,007</b>           | <b>550,000</b>    | <b>1,332,007</b>     |
| <b>Streets - 9008</b>                                     |                      |                         |                          |                   |                      |
| 9203 Street Repairs - 2023                                | 3,958,538            | 1,340,548               | 2,617,990                | -                 | 2,617,990            |
| 9264 ADA Sidewalk Repairs                                 | 432,782              | 30,000                  | 402,782                  | 111,059           | 513,841              |
| <b>Subtotal Streets</b>                                   | <b>4,391,320</b>     | <b>1,370,548</b>        | <b>3,020,772</b>         | <b>111,059</b>    | <b>3,131,831</b>     |
| <b>Sustainability - 9009</b>                              |                      |                         |                          |                   |                      |
| 9188 City/Civic EV Charging System                        | 421,898              | 191,199                 | 230,699                  | -                 | 230,699              |
| 9189 Arroyo Park EV Charging System                       | 50,000               | -                       | 50,000                   | -                 | 50,000               |
| 9402 EV Charging Station (MSRC)                           | -                    | -                       | -                        | -                 | -                    |
| 9410 Climate Action Plan                                  | 120,000              | -                       | -                        | -                 | -                    |
| <b>Subtotal Sustainability</b>                            | <b>591,898</b>       | <b>191,199</b>          | <b>280,699</b>           | <b>-</b>          | <b>280,699</b>       |
| <b>Transportation &amp; Traffic - 9010</b>                |                      |                         |                          |                   |                      |
| 9102 Fremont/Huntington MAT Project                       | 475,000              | -                       | 475,000                  | 437,600           | 912,600              |
| 9161 North-South Corridor ITS Dploy                       | 1,241,350            | 115,593                 | 1,125,757                | 103,091           | 1,228,848            |
| 9192 Fair Oaks Traffic Signal Const                       | 394,558              | 5,000                   | -                        | -                 | -                    |
| 9278 Fair Oaks ITS Project                                | -                    | -                       | -                        | -                 | -                    |
| 9290 Grevelia/Fair Oaks Int. Imprv                        | 50,000               | -                       | 50,000                   | -                 | 50,000               |
| 9350 Pedestrian Crossing Devices                          | 200,000              | -                       | 200,000                  | 122,624           | 322,624              |
| 9351 Rect. Rapid Flashing Beacons                         | 266,112              | 13,388                  | 252,725                  | -                 | 252,725              |
| 9421 Special Transportation Projects                      | 100,000              | 83,492                  | 16,508                   | 125,000           | 141,508              |
| 9103 Fremont/Huntington MIP Project                       | 475,000              | -                       | 475,000                  | 125,000           | 600,000              |
| 9423 Citywide Mobility / Active Transport Plan Update     | -                    | -                       | -                        | 150,000           | 150,000              |
| <b>Subtotal Transportation &amp; Traffic</b>              | <b>3,202,020</b>     | <b>217,472</b>          | <b>2,594,990</b>         | <b>1,063,315</b>  | <b>3,658,305</b>     |

| Project No. Project Name            | FY 2023-24<br>Budget | FY 2023-24<br>Projected | FY 2023-24<br>Carry-Over | FY 2024-25<br>New   | FY 2024-25<br>Budget |
|-------------------------------------|----------------------|-------------------------|--------------------------|---------------------|----------------------|
| <b>Water - 9011</b>                 |                      |                         |                          |                     |                      |
| 9300 Ann. Water Main Repairs        | 2,000,000            | -                       | 2,000,000                | -                   | 2,000,000            |
| 9348 Water Facil. Site Improvements | 88,000               | -                       | -                        | -                   | -                    |
| 9349 Advanced Metering Infr. (AMI)  | 150,000              | -                       | 150,000                  | -                   | 150,000              |
| 9409 Westside Reservoir             | 550,000              | -                       | 550,000                  | -                   | 550,000              |
| 9414 Elevated Tanks-Raymond/Bilikie | 120,000              | -                       | -                        | -                   | -                    |
| <b>Subtotal Water</b>               | <b>2,908,000</b>     | <b>-</b>                | <b>2,700,000</b>         | <b>-</b>            | <b>2,700,000</b>     |
| <b>Totals</b>                       | <b>\$ 17,509,691</b> | <b>\$ 2,662,630</b>     | <b>\$ 13,188,682</b>     | <b>\$ 3,144,027</b> | <b>\$ 16,332,709</b> |

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| Project No.   | Project Name                                     | FY 2025              | 101<br>General Fund | 104<br>Street Improvement Program | 105<br>Facil. & Equip. Replacement | 108<br>SR 110 Gen Fund Reserve | 206<br>SLRF         |
|---------------|--------------------------------------------------|----------------------|---------------------|-----------------------------------|------------------------------------|--------------------------------|---------------------|
| 9033          | Grevelia&Berkshire Pocket Park                   | 1,768,070            | -                   | -                                 | -                                  | -                              |                     |
| 9102          | Fremont/Huntington MAT Project                   | 912,600              | -                   | -                                 | -                                  | -                              |                     |
| 9149          | VoIP Phone System Installation                   | 21,549               | -                   | -                                 | -                                  | -                              | 21,549              |
| 9157          | Golf Course Netting Replacemen                   | 730,143              | -                   | -                                 | -                                  | -                              |                     |
| 9161          | North-South Corridor ITS Dploy                   | 1,228,848            | -                   | -                                 | -                                  | 136,356                        |                     |
| 9186          | CD Permit Management Software                    | 109,481              | -                   | -                                 | -                                  | -                              | 111,535             |
| 9187          | CD Record Scan & Doc Managmnt                    | -                    | -                   | -                                 | -                                  | -                              |                     |
| 9188          | City/Civic EV Charging System                    | 230,699              | -                   | -                                 | -                                  | -                              | 130,699             |
| 9189          | Arroyo Park EV Charging System                   | 50,000               | -                   | -                                 | -                                  | -                              | 50,000              |
| 9192          | Fair Oaks Traffic Signal Const                   | -                    | -                   | -                                 | -                                  | -                              |                     |
| 9203          | Street Repairs - 2023                            | 2,617,990            | -                   | 957,897                           | -                                  | -                              |                     |
| 9206          | 825 Mission Yard Security Gate                   | -                    | -                   | -                                 | -                                  | -                              |                     |
| 9224          | Citywide Facility Repair                         | 329,570              | -                   | -                                 | 329,570                            | -                              |                     |
| 9226          | FD Front Bay Door Replacement                    | 135,000              | -                   | -                                 | 135,000                            | -                              |                     |
| 9229          | PD Locker/Restroom Improvement                   | 90,000               | -                   | -                                 | 90,000                             | -                              |                     |
| 9230          | PD Improvements                                  | -                    | -                   | -                                 | -                                  | -                              |                     |
| 9231          | PD Briefing Room Update                          | -                    | -                   | -                                 | -                                  | -                              |                     |
| 9232          | PD1st Floor Inter Paint/Drywal                   | -                    | -                   | -                                 | -                                  | -                              |                     |
| 9242          | War Memorial Audio/Vis. Equipm                   | -                    | -                   | -                                 | -                                  | -                              |                     |
| 9263          | Pocket Park Construction                         | -                    | -                   | -                                 | -                                  | -                              |                     |
| 9264          | ADA Sidewalk Repairs                             | 513,841              | -                   | -                                 | -                                  | -                              |                     |
| 9269          | War Memorial HVAC Repairs                        | -                    | -                   | -                                 | -                                  | -                              |                     |
| 9273          | Rec. Facilities Key System                       | 20,000               | -                   | -                                 | 20,000                             | -                              |                     |
| 9278          | Fair Oaks ITS Project                            | -                    | -                   | -                                 | -                                  | -                              |                     |
| 9290          | Grevelia/Fair Oaks Int. Imprv                    | 50,000               | -                   | -                                 | -                                  | -                              |                     |
| 9300          | Ann. Water Main Repairs                          | 2,000,000            | -                   | -                                 | -                                  | -                              |                     |
| 9301          | Library HVAC Repairs                             | -                    | -                   | -                                 | -                                  | -                              |                     |
| 9322          | Library ADA Ramp, Light. & Imp                   | 73,054               | -                   | -                                 | 73,054                             | -                              |                     |
| 9348          | Water Facil. Site Improvements                   | -                    | -                   | -                                 | -                                  | -                              |                     |
| 9349          | Advanced Metering Infr. (AMI)                    | 150,000              | -                   | -                                 | -                                  | -                              |                     |
| 9350          | Pedestrian Crossing Devices                      | 322,624              | -                   | -                                 | -                                  | -                              |                     |
| 9351          | Rect. Rapid Flashing Beacons                     | 252,725              | -                   | -                                 | -                                  | -                              |                     |
| 9364          | Rio Hondo LRS Alham, Wash Trtm                   | 55,000               | -                   | -                                 | -                                  | -                              |                     |
| 9402          | EV Charging Station (MSRC)                       | -                    | -                   | -                                 | -                                  | -                              |                     |
| 9404          | Citywide Facilities Assessment/ Security Enh.    | 287,160              | -                   | -                                 | 287,160                            | -                              |                     |
| 9405          | Library Security Camera System                   | 120,698              | -                   | -                                 | 120,698                            | -                              |                     |
| 9407          | CMMS/Work Order System/GIS                       | 120,000              | -                   | -                                 | -                                  | -                              |                     |
| 9414          | Elevated Tanks-Raymond/Blikie                    | -                    | -                   | -                                 | -                                  | -                              |                     |
| 9408          | Sewer Sys. Rep., Rehab&Replace                   | 400,000              | -                   | -                                 | -                                  | -                              |                     |
| 9409          | Westside Reservoir                               | 550,000              | -                   | -                                 | -                                  | -                              |                     |
| 9410          | Climate Action Plan                              | -                    | -                   | -                                 | -                                  | -                              |                     |
| 9214          | FD Diesel Exhaust System Replacement             | 50,000               | -                   | -                                 | 50,000                             | -                              |                     |
| 9342          | 308 San Pascual Residence Improvements           | 30,000               | -                   | -                                 | -                                  | -                              |                     |
| 9182          | Agenda Management System                         | 21,600               | -                   | -                                 | -                                  | -                              | 21,600              |
| 9183          | City Website System & Design                     | -                    | -                   | -                                 | -                                  | -                              |                     |
| 9328          | Library Facility Improvements                    | 31,907               | -                   | -                                 | 31,907                             | -                              |                     |
| 9329          | Library Roof                                     | 166,636              | -                   | -                                 | 166,636                            | -                              |                     |
| 9338          | Library Master Plan                              | 150,000              | -                   | -                                 | -                                  | -                              | 150,000             |
| 9367          | Parks Master Plan                                | 150,000              | -                   | -                                 | -                                  | -                              |                     |
| 9421          | Special Transportation Projects                  | 141,508              | -                   | -                                 | -                                  | -                              |                     |
| 9369          | Snake Trail Improvements                         | 50,000               | -                   | -                                 | -                                  | -                              |                     |
| 9330          | Senior Center Flooring                           | 60,000               | -                   | -                                 | 60,000                             | -                              |                     |
| 9413          | Arroyo Seco San Rafael & San Pascual Projects    | 366,870              | -                   | -                                 | -                                  | -                              | 229,370             |
| 9411          | Huntington Drive Green Street                    | 10,137               | -                   | -                                 | -                                  | -                              | -                   |
| 9412          | City Hall Stormwater Project                     | 900,000              | -                   | -                                 | -                                  | -                              | 200,000             |
| 9422          | City Technology & Financial Systems              | 90,000               | -                   | -                                 | -                                  | -                              | 90,000              |
| 9423          | Citywide Mobility / Active Transport Plan Update | 150,000              | -                   | -                                 | -                                  | -                              |                     |
| 9424          | Library Radio Frequency Identification (RFID)    | 90,000               | -                   | -                                 | -                                  | -                              | 90,000              |
| 9425          | Arroyo Seco Golf Course Comprehensive Plan       | 135,000              | -                   | -                                 | -                                  | -                              |                     |
| 9103          | Fremont/Huntington MIP Project                   | 600,000              | -                   | -                                 | -                                  | -                              |                     |
| <b>Totals</b> |                                                  | <b>\$ 16,332,709</b> | <b>\$ -</b>         | <b>\$ 957,897</b>                 | <b>\$ 1,364,025</b>                | <b>\$ 136,356</b>              | <b>\$ 1,094,753</b> |

| Project No. | Project Name                                     | FY 2025       | 207 Prop C | 210 Sewer  | 213 SB2 Planning Grant | 214 Rogan HR5294 Grant | 228 Housing Authority | 230 Gas Tax | 233 Measure R Local | 234 Measure M-MAT |
|-------------|--------------------------------------------------|---------------|------------|------------|------------------------|------------------------|-----------------------|-------------|---------------------|-------------------|
| 9033        | Grevolia&Berkshire Pocket Park                   | 1,768,070     | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9102        | Fremont/Huntington MAT Project                   | 912,600       | -          | -          | -                      | -                      | -                     | -           | -                   | 912,600           |
| 9149        | VoIP Phone System Installation                   | 21,549        | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9157        | Golf Course Netting Replacemen                   | 730,143       | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9161        | North-South Corridor ITS Dploy                   | 1,228,848     | -          | -          | -                      | 1,083,735              | -                     | -           | -                   | -                 |
| 9186        | CD Permit Management Software                    | 109,481       | -          | -          | (2,054)                | -                      | -                     | -           | -                   | -                 |
| 9187        | CD Record Scan & Doc Managmnt                    | -             | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9188        | City/Civic EV Charging System                    | 230,699       | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9189        | Arroyo Park EV Charging System                   | 50,000        | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9192        | Fair Oaks Traffic Signal Const                   | -             | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9203        | Street Repairs - 2023                            | 2,617,990     | 300,000    | -          | -                      | -                      | -                     | 200,000     | 300,000             | -                 |
| 9206        | 825 Mission Yard Security Gate                   | -             | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9224        | Citywide Facility Repair                         | 329,570       | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9226        | FD Front Bay Door Replacement                    | 135,000       | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9229        | PD Locker/Restroom Improvement                   | 90,000        | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9230        | PD Improvements                                  | -             | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9231        | PD Briefing Room Update                          | -             | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9232        | PD1st Floor Inter Paint/Drywal                   | -             | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9242        | War Memorial Audio/Vis. Equipm                   | -             | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9263        | Pocket Park Construction                         | -             | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9264        | ADA Sidewalk Repairs                             | 513,841       | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9269        | War Memorial HVAC Repairs                        | -             | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9273        | Rec. Facilities Key System                       | 20,000        | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9278        | Fair Oaks ITS Project                            | -             | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9290        | Grevolia/Fair Oaks Int. Imprv                    | 50,000        | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9300        | Ann. Water Main Repairs                          | 2,000,000     | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9301        | Library HVAC Repairs                             | -             | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9322        | Library ADA Ramp, Light. & Imp                   | 73,054        | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9348        | Water Facil. Site Improvements                   | -             | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9349        | Advanced Metering Infr. (AMI)                    | 150,000       | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9350        | Pedestrian Crossing Devices                      | 322,624       | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9351        | Rect. Rapid Flashing Beacons                     | 252,725       | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9364        | Rio Hondo LRS Alham, Wash Trtm                   | 55,000        | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9402        | EV Charging Station (MSRC)                       | -             | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9404        | Citywide Facilities Assessment/ Security Enh.    | 287,160       | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9405        | Library Security Camera System                   | 120,698       | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9407        | CMMS/Work Order System/GIS                       | 120,000       | -          | 60,000     | -                      | -                      | -                     | -           | -                   | -                 |
| 9414        | Elevated Tanks-Raymond/Bilkie                    | -             | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9408        | Sewer Sys. Rep., Rehab&Replace                   | 400,000       | -          | 400,000    | -                      | -                      | -                     | -           | -                   | -                 |
| 9409        | Westside Reservoir                               | 550,000       | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9410        | Climate Action Plan                              | -             | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9214        | FD Diesel Exhaust System Replacement             | 50,000        | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9342        | 308 San Pascual Residence Improvements           | 30,000        | -          | -          | -                      | -                      | 30,000                | -           | -                   | -                 |
| 9182        | Agenda Management System                         | 21,600        | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9183        | City Website System & Design                     | -             | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9328        | Library Facility Improvements                    | 31,907        | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9329        | Library Roof                                     | 166,636       | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9338        | Library Master Plan                              | 150,000       | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9367        | Parks Master Plan                                | 150,000       | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9421        | Special Transportation Projects                  | 141,508       | -          | -          | -                      | -                      | -                     | -           | 70,754              | -                 |
| 9369        | Snake Trail Improvements                         | 50,000        | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9330        | Senior Center Flooring                           | 60,000        | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9413        | Arroyo Seco San Rafael & San Pascual Projects    | 366,870       | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9411        | Huntington Drive Green Street                    | 10,137        | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9412        | City Hall Stormwater Project                     | 900,000       | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9422        | City Technology & Financial Systems              | 90,000        | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9423        | Citywide Mobility / Active Transport Plan Update | 150,000       | -          | -          | -                      | -                      | -                     | -           | 75,000              | -                 |
| 9424        | Library Radio Frequency Identification (RFID)    | 90,000        | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9425        | Arroyo Seco Golf Course Comprehensive Plan       | 135,000       | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| 9103        | Fremont/Huntington MIP Project                   | 600,000       | -          | -          | -                      | -                      | -                     | -           | -                   | -                 |
| Totals      |                                                  | \$ 16,332,709 | \$ 300,000 | \$ 460,000 | \$ (2,054)             | \$ 1,083,735           | \$ 30,000             | \$ 200,000  | \$ 445,754          | \$ 912,600        |

| Project No. | Project Name                                     | FY 2025       | 236 Measure M - Local | 237 RMRA - SB1 | 238 MSRC Grant | 239 Measure W | 240 Measure M - MSP | 245 Bike & Pedestrian Path | 255 Capital Growth |
|-------------|--------------------------------------------------|---------------|-----------------------|----------------|----------------|---------------|---------------------|----------------------------|--------------------|
| 9033        | Grevolia&Berkshire Pocket Park                   | 1,768,070     | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9102        | Fremont/Huntington MAT Project                   | 912,600       | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9149        | VoIP Phone System Installation                   | 21,549        | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9157        | Golf Course Netting Replacemen                   | 730,143       | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9161        | North-South Corridor ITS Dploy                   | 1,228,848     | -                     | -              | -              | -             | -                   | -                          | 8,757              |
| 9186        | CD Permit Management Software                    | 109,481       | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9187        | CD Record Scan & Doc Managmnt                    | -             | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9188        | City/Civic EV Charging System                    | 230,699       | -                     | -              | 100,000        | -             | -                   | -                          | -                  |
| 9189        | Arroyo Park EV Charging System                   | 50,000        | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9192        | Fair Oaks Traffic Signal Const                   | -             | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9203        | Street Repairs - 2023                            | 2,617,990     | 250,000               | 585,093        | -              | -             | -                   | 25,000                     | -                  |
| 9206        | 825 Mission Yard Security Gate                   | -             | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9224        | Citywide Facility Repair                         | 329,570       | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9226        | FD Front Bay Door Replacement                    | 135,000       | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9229        | PD Locker/Restroom Improvement                   | 90,000        | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9230        | PD Improvements                                  | -             | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9231        | PD Briefing Room Update                          | -             | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9232        | PD1st Floor Inter Paint/Drywal                   | -             | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9242        | War Memorial Audio/Vis. Equipm                   | -             | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9263        | Pocket Park Construction                         | -             | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9264        | ADA Sidewalk Repairs                             | 513,841       | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9269        | War Memorial HVAC Repairs                        | -             | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9273        | Rec. Facilities Key System                       | 20,000        | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9278        | Fair Oaks ITS Project                            | -             | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9290        | Grevolia/Fair Oaks Int. Imprv                    | 50,000        | -                     | -              | -              | -             | 50,000              | -                          | -                  |
| 9300        | Ann. Water Main Repairs                          | 2,000,000     | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9301        | Library HVAC Repairs                             | -             | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9322        | Library ADA Ramp, Light. & Imp                   | 73,054        | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9348        | Water Facil. Site Improvements                   | -             | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9349        | Advanced Metering Infr. (AMI)                    | 150,000       | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9350        | Pedestrian Crossing Devices                      | 322,624       | -                     | -              | -              | -             | 322,624             | -                          | -                  |
| 9351        | Rect. Rapid Flashing Beacons                     | 252,725       | 25,272                | -              | -              | -             | -                   | -                          | -                  |
| 9364        | Rio Hondo LRS Alham, Wash Trtm                   | 55,000        | -                     | -              | -              | 55,000        | -                   | -                          | -                  |
| 9402        | EV Charging Station (MSRC)                       | -             | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9404        | Citywide Facilities Assessment/ Security Enh.    | 287,160       | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9405        | Library Security Camera System                   | 120,698       | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9407        | CMMS/Work Order System/GIS                       | 120,000       | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9414        | Elevated Tanks-Raymond/Bilkie                    | -             | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9408        | Sewer Sys. Rep., Rehab&Replace                   | 400,000       | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9409        | Westside Reservoir                               | 550,000       | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9410        | Climate Action Plan                              | -             | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9214        | FD Diesel Exhaust System Replacement             | 50,000        | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9342        | 308 San Pascual Residence Improvements           | 30,000        | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9182        | Agenda Management System                         | 21,600        | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9183        | City Website System & Design                     | -             | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9328        | Library Facility Improvements                    | 31,907        | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9329        | Library Roof                                     | 166,636       | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9338        | Library Master Plan                              | 150,000       | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9367        | Parks Master Plan                                | 150,000       | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9421        | Special Transportation Projects                  | 141,508       | 70,754                | -              | -              | -             | -                   | -                          | -                  |
| 9369        | Snake Trail Improvements                         | 50,000        | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9330        | Senior Center Flooring                           | 60,000        | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9413        | Arroyo Seco San Rafael & San Pascual Projects    | 366,870       | -                     | -              | -              | 37,500        | -                   | -                          | -                  |
| 9411        | Huntington Drive Green Street                    | 10,137        | -                     | -              | -              | 10,137        | -                   | -                          | -                  |
| 9412        | City Hall Stormwater Project                     | 900,000       | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9422        | City Technology & Financial Systems              | 90,000        | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9423        | Citywide Mobility / Active Transport Plan Update | 150,000       | 75,000                | -              | -              | -             | -                   | -                          | -                  |
| 9424        | Library Radio Frequency Identification (RFID)    | 90,000        | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9425        | Arroyo Seco Golf Course Comprehensive Plan       | 135,000       | -                     | -              | -              | -             | -                   | -                          | -                  |
| 9103        | Fremont/Huntington MIP Project                   | 600,000       | -                     | -              | -              | -             | -                   | -                          | -                  |
| Totals      |                                                  | \$ 16,332,709 | \$ 421,026            | \$ 585,093     | \$ 100,000     | \$ 102,637    | \$ 372,624          | \$ 25,000                  | \$ 8,757           |



| Project No. | Project Name                                     | FY 2025       | 260 CDBG   | 275 Park Impact Fees | 277 HSIP Grant | 281 CA State Library Building Forward | 295 Arroyo Seco Golf | 500 Water    | 503 Water Efficiency | 243 Measure R - MIP |
|-------------|--------------------------------------------------|---------------|------------|----------------------|----------------|---------------------------------------|----------------------|--------------|----------------------|---------------------|
| 9033        | Grevalia&Berkshire Pocket Park                   | 1,768,070     | -          | 1,024,078            | -              | -                                     | -                    | -            | -                    | -                   |
| 9102        | Fremont/Huntington MAT Project                   | 912,600       | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9149        | VoIP Phone System Installation                   | 21,549        | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9157        | Golf Course Netting Replacemen                   | 730,143       | -          | -                    | -              | -                                     | 730,143              | -            | -                    | -                   |
| 9161        | North-South Corridor ITS Dploy                   | 1,228,848     | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9186        | CD Permit Management Software                    | 109,481       | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9187        | CD Record Scan & Doc Managmnt                    | -             | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9188        | City/Civic EV Charging System                    | 230,699       | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9189        | Arroyo Park EV Charging System                   | 50,000        | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9192        | Fair Oaks Traffic Signal Const                   | -             | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9203        | Street Repairs - 2023                            | 2,617,990     | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9206        | 825 Mission Yard Security Gate                   | -             | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9224        | Citywide Facility Repair                         | 329,570       | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9226        | FD Front Bay Door Replacement                    | 135,000       | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9229        | PD Locker/Restroom Improvement                   | 90,000        | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9230        | PD Improvements                                  | -             | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9231        | PD Briefing Room Update                          | -             | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9232        | PD1st Floor Inter Paint/Drywal                   | -             | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9242        | War Memorial Audio/Vis. Equipm                   | -             | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9263        | Pocket Park Construction                         | -             | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9264        | ADA Sidewalk Repairs                             | 513,841       | 513,841    | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9269        | War Memorial HVAC Repairs                        | -             | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9273        | Rec. Facilities Key System                       | 20,000        | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9278        | Fair Oaks ITS Project                            | -             | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9290        | Grevelia/Fair Oaks Int. Imprv                    | 50,000        | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9300        | Ann. Water Main Repairs                          | 2,000,000     | -          | -                    | -              | -                                     | -                    | 2,000,000    | -                    | -                   |
| 9301        | Library HVAC Repairs                             | -             | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9322        | Library ADA Ramp, Light. & Imp                   | 73,054        | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9348        | Water Facil. Site Improvements                   | -             | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9349        | Advanced Metering Infr. (AMI)                    | 150,000       | -          | -                    | -              | -                                     | -                    | 150,000      | -                    | -                   |
| 9350        | Pedestrian Crossing Devices                      | 322,624       | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9351        | Rect. Rapid Flashing Beacons                     | 252,725       | -          | -                    | 227,452        | -                                     | -                    | -            | -                    | -                   |
| 9364        | Rio Hondo LRS Alham, Wash Trtm                   | 55,000        | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9402        | EV Charging Station (MSRC)                       | -             | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9404        | Citywide Facilities Assessment/ Security Enh.    | 287,160       | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9405        | Library Security Camera System                   | 120,698       | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9407        | CMMS/Work Order System/GIS                       | 120,000       | -          | -                    | -              | -                                     | -                    | 60,000       | -                    | -                   |
| 9414        | Elevated Tanks-Raymond/Bilkie                    | -             | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9408        | Sewer Sys. Rep., Rehab&Replace                   | 400,000       | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9409        | Westside Reservoir                               | 550,000       | -          | -                    | -              | -                                     | -                    | 550,000      | -                    | -                   |
| 9410        | Climate Action Plan                              | -             | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9214        | FD Diesel Exhaust System Replacement             | 50,000        | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9342        | 308 San Pascual Residence Improvements           | 30,000        | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9182        | Agenda Management System                         | 21,600        | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9183        | City Website System & Design                     | -             | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9328        | Library Facility Improvements                    | 31,907        | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9329        | Library Roof                                     | 166,636       | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9338        | Library Master Plan                              | 150,000       | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9367        | Parks Master Plan                                | 150,000       | -          | 150,000              | -              | -                                     | -                    | -            | -                    | -                   |
| 9421        | Special Transportation Projects                  | 141,508       | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9369        | Snake Trail Improvements                         | 50,000        | -          | 50,000               | -              | -                                     | -                    | -            | -                    | -                   |
| 9330        | Senior Center Flooring                           | 60,000        | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9413        | Arroyo Seco San Rafael & San Pascual Projects    | 366,870       | -          | -                    | -              | -                                     | -                    | -            | 100,000              | -                   |
| 9411        | Huntington Drive Green Street                    | 10,137        | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9412        | City Hall Stormwater Project                     | 900,000       | -          | -                    | -              | -                                     | -                    | -            | 200,000              | -                   |
| 9422        | City Technology & Financial Systems              | 90,000        | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9423        | Citywide Mobility / Active Transport Plan Update | 150,000       | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9424        | Library Radio Frequency Identification (RFID)    | 90,000        | -          | -                    | -              | -                                     | -                    | -            | -                    | -                   |
| 9425        | Arroyo Seco Golf Course Comprehensive Plan       | 135,000       | -          | -                    | -              | -                                     | 135,000              | -            | -                    | -                   |
| 9103        | Fremont/Huntington MIP Project                   | 600,000       | -          | -                    | -              | -                                     | -                    | -            | -                    | 600,000             |
| Totals      |                                                  | \$ 16,332,709 | \$ 513,841 | \$ 1,224,078         | \$ 227,452     | \$ -                                  | \$ 865,143           | \$ 2,760,000 | \$ 300,000           | \$ 600,000          |

| Project No.   | Project Name                                     | FY 2025              | 101 Reserves | TBD MWD           | TBD Measure A     | TBD Prop 68       |
|---------------|--------------------------------------------------|----------------------|--------------|-------------------|-------------------|-------------------|
| 9033          | Grevelia&Berkshire Pocket Park                   | 1,768,070            | -            |                   | 550,000           | 193,992           |
| 9102          | Fremont/Huntington MAT Project                   | 912,600              | -            |                   |                   |                   |
| 9149          | VoIP Phone System Installation                   | 21,549               | -            |                   |                   |                   |
| 9157          | Golf Course Netting Replacemen                   | 730,143              | -            |                   |                   |                   |
| 9161          | North-South Corridor ITS Dploy                   | 1,228,848            | -            |                   |                   |                   |
| 9186          | CD Permit Management Software                    | 109,481              | -            |                   |                   |                   |
| 9187          | CD Record Scan & Doc Managmnt                    | -                    | -            |                   |                   |                   |
| 9188          | City/Civic EV Charging System                    | 230,699              | -            |                   |                   |                   |
| 9189          | Arroyo Park EV Charging System                   | 50,000               | -            |                   |                   |                   |
| 9192          | Fair Oaks Traffic Signal Const                   | -                    | -            |                   |                   |                   |
| 9203          | Street Repairs - 2023                            | 2,617,990            | -            |                   |                   |                   |
| 9206          | 825 Mission Yard Security Gate                   | -                    | -            |                   |                   |                   |
| 9224          | Citywide Facility Repair                         | 329,570              | -            |                   |                   |                   |
| 9226          | FD Front Bay Door Replacement                    | 135,000              | -            |                   |                   |                   |
| 9229          | PD Locker/Restroom Improvement                   | 90,000               | -            |                   |                   |                   |
| 9230          | PD Improvements                                  | -                    | -            |                   |                   |                   |
| 9231          | PD Briefing Room Update                          | -                    | -            |                   |                   |                   |
| 9232          | PD1st Floor Inter Paint/Drywal                   | -                    | -            |                   |                   |                   |
| 9242          | War Memorial Audio/Vis. Equipm                   | -                    | -            |                   |                   |                   |
| 9263          | Pocket Park Construction                         | -                    | -            |                   |                   |                   |
| 9264          | ADA Sidewalk Repairs                             | 513,841              | -            |                   |                   |                   |
| 9269          | War Memorial HVAC Repairs                        | -                    | -            |                   |                   |                   |
| 9273          | Rec. Facilities Key System                       | 20,000               | -            |                   |                   |                   |
| 9278          | Fair Oaks ITS Project                            | -                    | -            |                   |                   |                   |
| 9290          | Grevelia/Fair Oaks Int. Imprv                    | 50,000               | -            |                   |                   |                   |
| 9300          | Ann. Water Main Repairs                          | 2,000,000            | -            |                   |                   |                   |
| 9301          | Library HVAC Repairs                             | -                    | -            |                   |                   |                   |
| 9322          | Library ADA Ramp, Light. & Imp                   | 73,054               | -            |                   |                   |                   |
| 9348          | Water Facil. Site Improvements                   | -                    | -            |                   |                   |                   |
| 9349          | Advanced Metering Infr. (AMI)                    | 150,000              | -            |                   |                   |                   |
| 9350          | Pedestrian Crossing Devices                      | 322,624              | -            |                   |                   |                   |
| 9351          | Rect. Rapid Flashing Beacons                     | 252,725              | -            |                   |                   |                   |
| 9364          | Rio Hondo LRS Alham, Wash Trtm                   | 55,000               | -            |                   |                   |                   |
| 9402          | EV Charging Station (MSRC)                       | -                    | -            |                   |                   |                   |
| 9404          | Citywide Facilities Assessment/ Security Enh.    | 287,160              | -            |                   |                   |                   |
| 9405          | Library Security Camera System                   | 120,698              | -            |                   |                   |                   |
| 9407          | CMMS/Work Order System/GIS                       | 120,000              | -            |                   |                   |                   |
| 9414          | Elevated Tanks-Raymond/Bilkie                    | -                    | -            |                   |                   |                   |
| 9408          | Sewer Sys. Rep., Rehab&Replace                   | 400,000              | -            |                   |                   |                   |
| 9409          | Westside Reservoir                               | 550,000              | -            |                   |                   |                   |
| 9410          | Climate Action Plan                              | -                    | -            |                   |                   |                   |
| 9214          | FD Diesel Exhaust System Replacement             | 50,000               | -            |                   |                   |                   |
| 9342          | 308 San Pascual Residence Improvements           | 30,000               | -            |                   |                   |                   |
| 9182          | Agenda Management System                         | 21,600               | -            |                   |                   |                   |
| 9183          | City Website System & Design                     | -                    | -            |                   |                   |                   |
| 9328          | Library Facility Improvements                    | 31,907               | -            |                   |                   |                   |
| 9329          | Library Roof                                     | 166,636              | -            |                   |                   |                   |
| 9338          | Library Master Plan                              | 150,000              | -            |                   |                   |                   |
| 9367          | Parks Master Plan                                | 150,000              | -            |                   |                   |                   |
| 9421          | Special Transportation Projects                  | 141,508              | -            |                   |                   |                   |
| 9369          | Snake Trail Improvements                         | 50,000               | -            |                   |                   |                   |
| 9330          | Senior Center Flooring                           | 60,000               | -            |                   |                   |                   |
| 9413          | Arroyo Seco San Rafael & San Pascual Projects    | 366,870              | -            |                   |                   |                   |
| 9411          | Huntington Drive Green Street                    | 10,137               | -            |                   |                   |                   |
| 9412          | City Hall Stormwater Project                     | 900,000              | -            | 500,000           |                   |                   |
| 9422          | City Technology & Financial Systems              | 90,000               | -            |                   |                   |                   |
| 9423          | Citywide Mobility / Active Transport Plan Update | 150,000              | -            |                   |                   |                   |
| 9424          | Library Radio Frequency Identification (RFID)    | 90,000               | -            |                   |                   |                   |
| 9425          | Arroyo Seco Golf Course Comprehensive Plan       | 135,000              | -            |                   |                   |                   |
| 9103          | Fremont/Huntington MIP Project                   | 600,000              | -            |                   |                   |                   |
| <b>Totals</b> |                                                  | <b>\$ 16,332,709</b> | <b>\$ -</b>  | <b>\$ 500,000</b> | <b>\$ 550,000</b> | <b>\$ 193,992</b> |

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**CITY COUNCIL**  
**Department Description and Authorized Positions**

Evelyn G. Zneimer, Mayor  
Jack Donovan, Mayor Pro Tem  
Jon Primuth, Councilmember  
Janet Braun, Councilmember  
Michael A. Cacciotti, Councilmember

The City Council is the elected legislative body of the City. The City Council consists of a Mayor and four Councilmembers, each elected at large for four overlapping terms. The City Council represents the City’s citizens, analyzes and approves all laws and policies, authorizes all expenditures through the budget, and directs the administration of the City government through the City Manager.

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|                                   | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|-----------------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| <b>EXPENDITURE SUMMARY</b>        |                   |                   |                   |                    |                      |                     |
| Wages & Benefits                  | 15,653            | 18,589            | 19,738            | 19,703             | 22,306               | 40,968              |
| Operations & Maintenance          | 20,236            | 26,857            | 15,424            | 99,200             | 103,700              | 86,000              |
| <b>Total Expenses by Category</b> | <b>35,890</b>     | <b>45,446</b>     | <b>35,161</b>     | <b>118,903</b>     | <b>126,006</b>       | <b>126,968</b>      |
| [101-1011] City Council           | 35,890            | 45,446            | 35,161            | 118,903            | 126,006              | 126,968             |
| <b>Total Expenses by Program</b>  | <b>35,890</b>     | <b>45,446</b>     | <b>35,161</b>     | <b>118,903</b>     | <b>126,006</b>       | <b>126,968</b>      |

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| Acct                                 | Tsk | Account Title                | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|--------------------------------------|-----|------------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 7000                                 | 000 | Salaries - Permanent         | 2,120             | 7,160             | 13,440            | -                  | 2,760                | -                   |
| 7010                                 | 000 | Salaries - Temp / Part       | 12,880            | 10,680            | 5,700             | 18,000             | 18,000               | 37,500              |
| 7110                                 | 000 | Workers Compensation         | 163               | 188               | 173               | 252                | 207                  | 525                 |
| 7170                                 | 000 | FICA - Medicare              | 490               | 561               | 424               | 1,450              | 1,339                | 2,942               |
|                                      |     | <WAGES & BENEFITS>           | 15,653            | 18,589            | 19,738            | 19,703             | 22,306               | 40,968              |
| 8010                                 | 000 | Postage                      | 206               | 42                | 2                 | 8,000              | 8,000                | 8,000               |
| 8020                                 | 000 | Special Department Expense   | 1,404             | 5,119             | 3,929             | 49,000             | 49,000               | 49,000              |
| 8021                                 | 000 | Discretionary Fund Program   | 15,376            | 12,588            | 5,309             | 33,700             | 33,700               | 16,000              |
| 8060                                 | 000 | Dues & Memberships           | 3,200             | -                 | -                 | 500                | 500                  | 500                 |
| 8090                                 | 000 | Conference & Meeting Expense | 50                | 9,108             | 6,184             | 8,000              | 12,500               | 12,500              |
|                                      |     | <OPERATIONS & MAINTENANCE>   | 20,236            | 26,857            | 15,424            | 99,200             | 103,700              | 86,000              |
| <b>[101-1011] City Council Total</b> |     |                              | <b>35,890</b>     | <b>45,446</b>     | <b>35,161</b>     | <b>118,903</b>     | <b>126,006</b>       | <b>126,968</b>      |

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## CITY COUNCIL

### Budget Detail

101-1011

#### PERSONNEL SERVICES

7000 Regular Salaries

Provides funds for monthly stipend for members of the City Council. Elected South Pasadena officials are paid a \$300 monthly stipend. Includes cell phone allowance. City Council members are subject to Medicare withholding and Workers Compensation coverage provided by the City.

#### OPERATIONS & MAINTENANCE

8010 Postage

Provides funds for postage meter charges and postage for mailing City Council mail, including cost of mailings for District Town Halls. (\$8,000).

8020 Special Department Expense

Provides funds City Council business cards, promotion items, name badges, calendars, photography, proclamation and certificates, special requests for City Council Meetings(\$3,500). Proclamation and certificate supplied (\$500). Pasadena Tournament of Roses (\$12,000). Multi-cultural Event (\$25,000). Commissioner Congress (\$8,000). (Total \$49,000)

8021 Discretionary Fund Program

Discretionary funds must be used for a public purpose benefiting the City. Each Councilmember is allotted \$4,000. (Total \$16,000).

8060 Dues/Memberships/Subscriptions

Provides funds for individual councilmember memberships in organizations (\$500)

8090 Conference and Meeting Expense

Provides funds for City Council to attend conferences and meetings, including parking and mileage. Provides funds for meals and beverages for Regular and Special City Council Meetings, receptions including State of the City, and Mayor's Swearing-In, and Community Budget Sessions, State of the City. Provides funds for Strategic Planning Sessions: logistics, refreshments, supplies, recording. Provides funds for purchase of meeting-related presentation materials, accessories, and supplies for tablets and related devices (\$12,500).



## **CITY MANAGER**

### **FISCAL YEAR 2024-25 BUDGET SNAPSHOT**

#### **OVERVIEW**

The City Manager is appointed by the City Council and serves as the Chief Administrative Officer, ensuring that the policies of the Mayor and City Council are executed effectively and efficiently. Specific areas of responsibility include oversight of nine operating departments, public information and public engagement, following up on citizen concerns, legislation affairs, economic development oversight, providing recommendations to promote organizational efficiency and overseeing the development and ongoing management of the City's Strategic Plan initiatives.

#### **Notable Changes- Wages and Benefits**

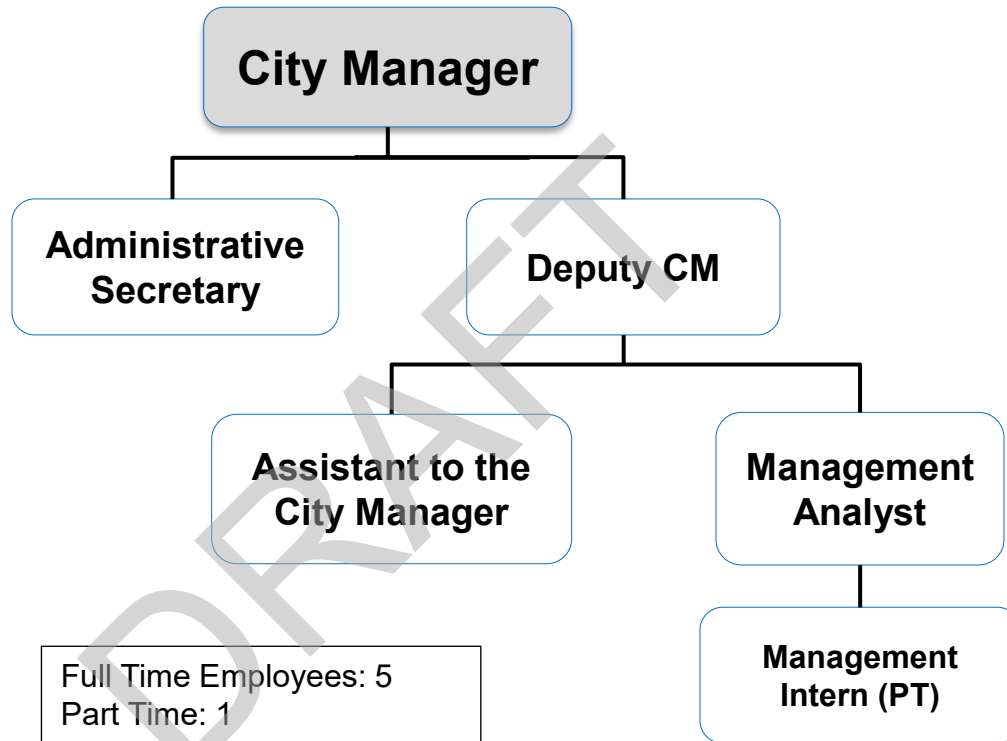
The City Manager's Office operationally has 5 FTEs. One part-time management intern position is also included in the Department.

#### **Notable Changes- Operations and Maintenance**

This includes removal of funding for the City Manager's Emergency fund totaling \$25,000, along with a \$17,000 decrease in professional services.

#### **Capital Outlay**

None



|                                   | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|-----------------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| <b>EXPENDITURE SUMMARY</b>        |                   |                   |                   |                    |                      |                     |
| Wages & Benefits                  | 1,363,498         | 1,670,242         | 1,053,599         | 1,059,376          | 949,112              | 916,503             |
| Operations & Maintenance          | 321,158           | 250,626           | 357,538           | 348,910            | 285,943              | 247,400             |
| Capital Outlay                    | -                 | -                 | -                 | -                  | -                    | -                   |
| <b>Total Expenses by Category</b> | <b>1,684,656</b>  | <b>1,920,868</b>  | <b>1,411,137</b>  | <b>1,408,285</b>   | <b>1,235,054</b>     | <b>1,163,903</b>    |
| [101-2011] City Manager           | 1,577,395         | 1,815,368         | 1,227,801         | 1,224,510          | 1,052,986            | 1,041,628           |
| [101-2012] Economic Development   | 261               | -                 | 74,905            | 50,275             | 49,068               | 34,275              |
| [220-2301] Community Promotion    | 107,000           | 105,500           | 108,432           | 133,500            | 133,000              | 88,000              |
| <b>Total Expenses by Program</b>  | <b>1,684,656</b>  | <b>1,920,868</b>  | <b>1,411,137</b>  | <b>1,408,285</b>   | <b>1,235,054</b>     | <b>1,163,903</b>    |

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| Acct                                 | Tsk | Account Title                | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|--------------------------------------|-----|------------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 7000                                 | 000 | Salaries - Permanent         | 815,286           | 910,988           | 657,325           | 693,542            | 608,769              | 518,265             |
| 7010                                 | 000 | Salaries - Temp / Part       | 219,067           | 179,156           | 35,581            | 35,128             | 49,329               | 94,552              |
| 7011                                 | 000 | Salaries - PT Stipend        | -                 | -                 | -                 | -                  | -                    | -                   |
| 7020                                 | 000 | Overtime                     | 2,929             | 26,069            | 31,279            | -                  | 9,681                | 10,000              |
| 7040                                 | 000 | Holiday                      | 14,082            | 10,090            | 1,072             | 8,847              | -                    | 7,078               |
| 7055                                 | 000 | IOD - Non Safety             | -                 | -                 | -                 | -                  | -                    | -                   |
| 7070                                 | 000 | Leave Buyback                | -                 | 26,622            | 2,879             | 25,608             | -                    | 25,608              |
| 7100                                 | 000 | Retirement                   | 185,649           | 432,904           | 186,068           | 73,787             | 65,797               | 59,361              |
| 7100                                 | 010 | CalPERS UAL                  | -                 | -                 | -                 | 110,175            | 111,162              | 105,688             |
| 7108                                 | 000 | Deferred Compensation        | 36,687            | (23,868)          | 7,530             | 6,820              | 5,880                | 5,205               |
| 7110                                 | 000 | Workers Compensation         | 12,311            | 13,586            | 12,243            | 8,081              | 7,057                | 6,892               |
| 7120                                 | 000 | Disability Insurance         | -                 | -                 | 10,882            | -                  | -                    | -                   |
| 7130                                 | 000 | Group Health Insurance       | 51,707            | 62,786            | 77,098            | 73,170             | 70,106               | 59,386              |
| 7140                                 | 000 | Vision Insurance             | 1,247             | 1,534             | 1,512             | 1,048              | 972                  | 690                 |
| 7150                                 | 000 | Dental Insurance             | 4,432             | 5,282             | 4,974             | 3,911              | 3,602                | 2,567               |
| 7160                                 | 000 | Life Insurance               | 592               | 719               | 740               | 515                | 422                  | 302                 |
| 7170                                 | 000 | FICA - Medicare              | 17,509            | 18,375            | 18,416            | 12,744             | 10,335               | 14,909              |
| 7180                                 | 000 | Car/Uniform Allowance        | 2,000             | 6,000             | 6,000             | 6,000              | 6,000                | 6,000               |
| <WAGES & BENEFITS>                   |     |                              | 1,363,498         | 1,670,242         | 1,053,599         | 1,059,376          | 949,112              | 916,503             |
| 8000                                 | 000 | Office Supplies              | 4,428             | 21,283            | 9,871             | 10,000             | 7,000                | 10,000              |
| 8010                                 | 000 | Postage                      | 370               | 45                | 2,527             | 4,000              | 250                  | 1,000               |
| 8020                                 | 000 | Special Department Expense   | 1,630             | 13,813            | 22,206            | 8,500              | 13,500               | 10,000              |
| 8050                                 | 000 | Printing/Duplicating         | 126               | 698               | 4,900             | 6,000              | (126)                | 6,000               |
| 8060                                 | 000 | Dues & Memberships           | 1,025             | 2,097             | 47,764            | 44,437             | 40,019               | 48,125              |
| 8090                                 | 000 | Conference & Meeting Expense | 494               | 15,143            | 26,736            | 17,198             | 20,000               | 10,000              |
| 8100                                 | 000 | Vehicle Maintenance          | 1,498             | 2,041             | 369               | -                  | -                    | -                   |
| 8170                                 | 000 | Professional Services        | 77,806            | 77,336            | 35,636            | 40,000             | 23,000               | 30,000              |
| 8180                                 | 000 | Contract Services            | 116,518           | -                 | -                 | 10,000             | 232                  | 10,000              |
| 8272                                 | 000 | CM Emergency                 | 10,000            | 12,670            | 24,191            | 25,000             | -                    | -                   |
| <OPERATIONS & MAINTENANCE>           |     |                              | 213,897           | 145,126           | 174,201           | 165,135            | 103,875              | 125,125             |
| <b>[101-2011] City Manager Total</b> |     |                              | <b>1,577,395</b>  | <b>1,815,368</b>  | <b>1,227,801</b>  | <b>1,224,510</b>   | <b>1,052,986</b>     | <b>1,041,628</b>    |

**PERSONNEL SERVICES**7000 Salaries – Regular Employees

Provides the partial compensation for the City Manager, Deputy City Manager, Assistant to the City Manager, Management Analyst, and Administrative Secretary.

7010 Salaries – Part-Time

Provides compensation for non-salaried part-time employee (Management Intern) and partial compensation for non-salaried Interim City Manager and Interim Deputy City Manager.

7070 Leave Buyback

Provides funds to employees who opt to sell back hours of their leave balances.

**OPERATIONS & MAINTENANCE**8000 Office Supplies

Ordinary office supplies for the City Manager's Office (City Manager, Deputy City Manager, Assistant to the City Manager, Management Analyst, Administrative Secretary and Management Intern), copy paper (for City Hall second floor), and meeting supplies. (\$10,000)

8010 Postage

Provides funds for postal expenses for City mailings, including public notice mailings, legal printing of notices, and Legislative support/opposition letters. (\$1,000)

8020 Special Department Expense

Provides funds for miscellaneous department supplies and services not considered office supplies, Executive Team engagement, office maintenance, and supplies for community input sessions or engagement events related to divisions in the department (\$10,000)

8050 Printing and Duplication

Provides funds for the printing and duplication of materials, including City information brochures, foam boards and A Frames, translation services, promotional street banners, printed surveys, electronic survey providers, brochures, stationary, and business cards, and name badges. (Total \$6,000)

8060 Dues, Memberships, and Subscriptions

Provides funds for San Gabriel Valley City Manager's Association dues, San Gabriel Valley Council of Governments, International City Manager's Association, California City Management Foundation, Municipal Management Association of Southern California, City memberships in League of California Cities, League of California Cities-LA County, San Gabriel Valley Council of Governments, California Contract Cities, Southern California Association of Governments, CAPIO, Independent Cities Association, Southern California Association of Government, and subscriptions to newspapers and professional publications. (\$48,125)

8090 Conference and Meeting Expense

Provides funds to attend professional and training meetings, and conference registrations including the League of California Cities Annual Conference, League of California Cities City Manager's Conference, League of California Cities City Leaders Summit, San Gabriel Valley Economic Partnership (SGVEP) Legislative Action Day, SGVEP Economic Forecast Summit, Municipal Management Association of Southern California (MMASC) Annual Conference, MMASC Summer Session, MMASC Winter Session, San Gabriel Valley City Manager's Association Meetings, CAPIO, and International Shopping Centers Conference. (\$10,000)

8170 Professional Services

Provides funds for consultant services, such as operational studies and other professional services and citywide operations. (Total \$30,000)

8180 Contract Services

Provides funds for City Manager Office to enter in contracts services for mission critical items (\$10,000).



| Acct                                         | Tsk | Account Title                     | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|----------------------------------------------|-----|-----------------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 8050                                         | 000 | Printing/Duplicating              | -                 | -                 | 8,909             | 8,000              | 6,500                | 8,000               |
| 8060                                         | 000 | Dues & Memberships                | -                 | -                 | -                 | 3,275              | 275                  | 4,275               |
| 8190                                         | 000 | Community Engagement              | -                 | -                 | 55,089            | 20,000             | 22,400               | 20,000              |
| 8220                                         | 000 | Communications Spec. Dept Expense | 261               | -                 | 8,639             | 19,000             | 19,893               | 2,000               |
| 8230                                         | 000 | Communications Prof Services      | -                 | -                 | 2,268             | -                  | -                    | -                   |
| <OPERATIONS & MAINTENANCE>                   |     |                                   | 261               | -                 | 74,905            | 50,275             | 49,068               | 34,275              |
| <b>[101-2012] Economic Development Total</b> |     |                                   | <b>261</b>        | <b>-</b>          | <b>74,905</b>     | <b>50,275</b>      | <b>49,068</b>        | <b>34,275</b>       |

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## Economic Development

Budget Detail

101-2012

### OPERATIONS & MAINTENANCE

8050 Printing and Duplication

Funds the printing and duplication of materials, including Guide to Doing Business in South Pasadena and Quarterly Major Project Newsletters (\$2,000), business mailers (\$1,000), informational brochures (\$500), flyers and newsletters (\$2,000), promotional street banners (\$2,000) and translation services (\$500) (Total \$8,000)

8060 Dues and Memberships

Funds membership dues for the San Gabriel Valley Economic Partnership and California Association of Local Economic Development (\$4,275).

8190 Community Engagement

Funds business networking events (\$4,000), holiday lighting and décor (\$15,000), and tabling at the community events for outreach (\$1,000). (Total \$20,000)

8220 Communications - Special Department Expense

Promotional materials for launch of new website. (Total \$2,000)

| Acct                                        | Tsk | Account Title              | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|---------------------------------------------|-----|----------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 8060                                        | 000 | Dues & Memberships         | 1,500             | -                 | -                 | -                  | -                    | -                   |
| 8185                                        | 000 | Chamber of Commerce        | 105,500           | 105,500           | 105,500           | 128,500            | 128,500              | 83,000              |
| 8255                                        | 000 | Public Events Promotion    | -                 | -                 | 2,932             | 5,000              | 4,500                | 5,000               |
|                                             |     | <OPERATIONS & MAINTENANCE> | 107,000           | 105,500           | 108,432           | 133,500            | 133,000              | 88,000              |
| <b>[220-2301] Community Promotion Total</b> |     |                            | <b>107,000</b>    | <b>105,500</b>    | <b>108,432</b>    | <b>133,500</b>     | <b>133,000</b>       | <b>88,000</b>       |

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**OPERATIONS & MAINTENANCE**8185 Chamber of Commerce

Funds are allocated by contract with the South Pasadena Chamber of Commerce. (\$83,000).

8255 Public Events Promotion

Public events promotion \$5,000.

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## MANAGEMENT SERVICES FISCAL YEAR 2024-25 BUDGET SNAPSHOT

### OVERVIEW

#### Mission

The Management Services Department is committed to being a collaborative and innovative partner in delivering essential services to our internal and external customers in a way that is helpful, caring, and responsive. We accomplish this through the innovative use of skills, knowledge, technology, and an investment in human capital.

#### Core Values

- Teamwork
- Inclusivity
- Integrity
- Pride
- Transparency
- Stewardship
- Innovation
- Respect
- Wellness
- Attitude

#### Core Services

- **Management Services:** Innovation and Technology (IT), Grants Management, and Special Projects
- **Human Resources and Risk Management:** Human Resources Management, Recruitment, Employee Training, Labor Relations, Safety, and Risk Management
- **City Clerk:** Records Management, Elections, Boards, Commissions, and City Council Support

#### Notable Changes—Wages and Benefits

There is an increase in wages and benefits, as the Department currently has three temporary contract staff on payroll, assisting in backfilling and augmenting regular positions and addressing critical backlog areas in Human Resources. The Department is underfilling the Chief City Clerk with a Deputy City Clerk, and a Senior Human Resources Analyst with a Human Resources Analyst. The resulting savings from those positions is funding a limited term Management Assistant.

### **Notable Change—Operations and Maintenance**

For Fiscal Year 2024-2025, the Information Technology (IT) Division will centralize almost all software subscriptions for all departments. This has resulted in an increase in the operations and maintenance budget, offset by the removal of those line items from their respective departments. The Department has also budgeted for the November 2024 General Election, including funding for potential ballot measures.

### **Capital Outlay**

Funds for Phase 2 of our Technology Replacement Program are included to continue phasing out end-of-life technology equipment citywide and begin a replacement cycle to create and maintain effective operations.

### **Ongoing Initiatives, Goals, and Objectives**

#### **Innovation and Technology (IT)**

- Modernize and maximize the business value and resiliency of technology services.
- Work with departments to identify ways technology can improve efficiency.
- Advance IT-managed service delivery by improving oversight and focusing on operational excellence.
- Secure the City's data and technology and improve our cyber security posture.
- Educate and train staff regarding possible cybersecurity threats by implementing a program to comprehensively train city technology users, provide baseline testing, and mitigate potential risks associated with phishing attacks.

#### **Human Resources**

- Continue to attract, develop, and retain a well-qualified and diverse workforce, and fill vacancies in a timely manner.
- Continue to seek and implement efficiencies that will improve the way we deliver services to employees and customer departments.
- Continue to offer citywide training and development opportunities and take full advantage of our new learning management system to link training to core competencies better.
- Continue employee engagement efforts, and develop a plan aimed at reducing employee turnover and increasing job satisfaction.

#### **City Clerk**

- Provide customers with accurate and thorough information and access to city council meetings and election resources.
- Embrace cutting-edge technology and industry best practices to increase efficiency, transparency, and accessibility.

Adhere to state and local mandates and deadlines related to city government.

- Streamline Public Records Act requests processing and implement a public records request management program.
- Improve the City's record retention practices and implement a comprehensive records management program.
- Work to provide all Commission and elected officials relevant training, including Brown Act and ethics training (AB 1234 and AB1661).

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## **FY 2023-2024 Accomplishments**

### **Human Resources Division:**

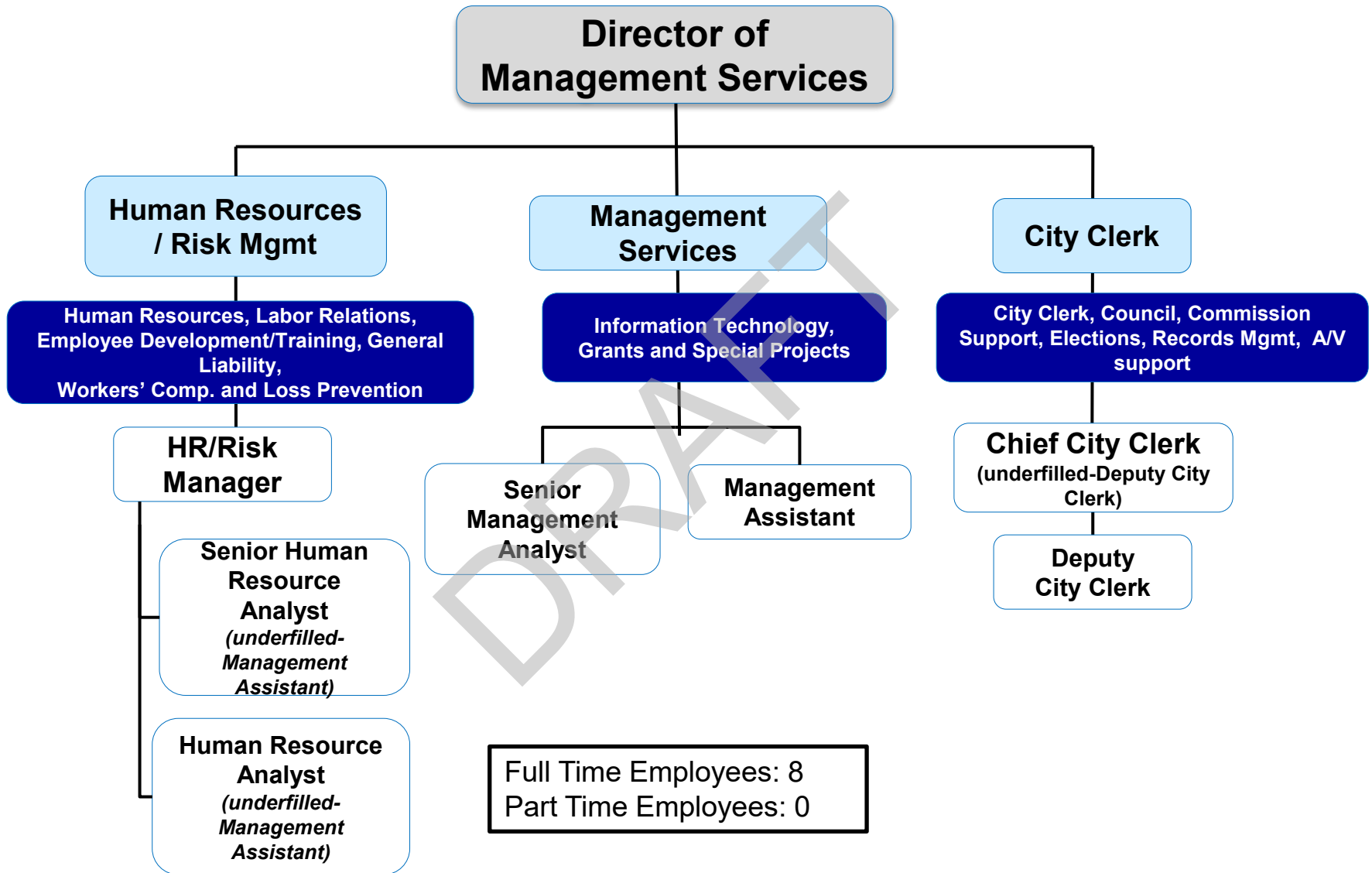
- Implemented a First Aid Kits program, along with safety training for staff citywide.
- Installed Automated External Defibrillators (AED) at City Facilities.
- Implemented an online onboarding system, streamlining the onboarding process for incoming employees.
- Implemented an online learning management system.
- Successfully negotiated a Memorandum of Understanding with the Part-Time Public Services Employees Association.
- Successfully hired and onboarded 51 applicants.

### **City Clerk Division:**

- Hosted the 2024 Commissioner Congress, highlighting the efforts of commissioners for the fiscal year.
- Completed Advisory Body Appointments and Reappointments.
- Implemented an agenda management system, streamlining the workflow for City Council agendas.
- Began the process of implementing the agenda management system across commissions and boards.
- Implemented an online filing system for Form 700's and campaign disclosure statements.
- Completed the process of upgrading the City's electronic record management system.

### **Information Technology Division:**

- Implemented a citywide cybersecurity training tool and system, which trained staff on phishing and cybersecurity threats.
- Implemented a citywide Voice over Internet Protocol (VoIP) phone system, replacing the aged analog system and removing the need for landlines.
- Replaced the City's end of life servers.
- Audited technology citywide to continue the replacement cycle.
- Implemented a project to consolidate mobile phone lines.
- Completed migration of and training of all City staff to the City's new collaboration tool Microsoft Office 365



|                                      | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|--------------------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| <b>EXPENDITURE SUMMARY</b>           |                   |                   |                   |                    |                      |                     |
| Wages & Benefits                     | 30,959            | 6,615             | 906,931           | 1,033,959          | 1,176,242            | 1,398,939           |
| Operations & Maintenance             | 1,647,496         | 665,364           | 2,736,232         | 2,178,490          | 2,268,118            | 2,604,424           |
| Capital Outlay                       | 91,035            | 7,495             | 93,825            | 197,000            | 160,735              | 75,000              |
| <b>Total Expenses by Category</b>    | <b>1,769,490</b>  | <b>679,474</b>    | <b>3,736,988</b>  | <b>3,409,449</b>   | <b>3,605,095</b>     | <b>4,078,363</b>    |
| [101-2033] City Clerk                | 115,512           | -                 | 390,154           | 447,319            | 321,026              | 428,416             |
| [101-1022] Elections                 | 76,843            | 93,242            | 84,086            | 63,900             | 100                  | 155,000             |
| [101-2034] Human Resources           | 350,761           | -                 | 820,456           | 841,614            | 742,556              | 921,621             |
| [101-2021] Transportation Planning   | 287               | 90                | -                 | -                  | -                    | -                   |
| [101-2031] Management Services       | -                 | 6,615             | 443,077           | 485,105            | 557,333              | 602,717             |
| [101-2032] Innovation and Technology | 541,110           | -                 | 988,373           | 1,151,511          | 1,120,129            | 1,225,078           |
| [101-2501] Legal Services            | 607,285           | 572,032           | 957,860           | 420,000            | 745,531              | 745,531             |
| [105-3032] Information Services      | 77,691            | 7,495             | -                 | -                  | -                    | -                   |
| [206-2032] Innovation and Technology | -                 | -                 | 52,982            | -                  | 118,420              | -                   |
| <b>Total Expenses by Program</b>     | <b>1,769,490</b>  | <b>679,474</b>    | <b>3,736,988</b>  | <b>3,409,449</b>   | <b>3,605,095</b>     | <b>4,078,363</b>    |

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| Acct                                        | Tsk | Account Title                | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|---------------------------------------------|-----|------------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 7000                                        | 000 | Salaries - Permanent         | -                 | 5,730             | 225,172           | 170,781            | 318,043              | 333,136             |
| 7010                                        | 000 | Salaries - Temp / Part       | -                 | -                 | 129,594           | 67,000             | -                    | -                   |
| 7011                                        | 000 | Salaries - PT Stipend        | -                 | -                 | -                 | -                  | -                    | -                   |
| 7020                                        | 000 | Overtime                     | -                 | -                 | -                 | -                  | 4,655                | 4,700               |
| 7040                                        | 000 | Holiday                      | -                 | -                 | -                 | -                  | -                    | -                   |
| 7055                                        | 000 | IOD - Non Safety             | -                 | -                 | -                 | -                  | -                    | -                   |
| 7070                                        | 000 | Leave Buyback                | -                 | -                 | -                 | 3,146              | -                    | 3,146               |
| 7100                                        | 000 | Retirement                   | -                 | 665               | 48,766            | 22,646             | 32,787               | 36,187              |
| 7100                                        | 010 | CalPERS UAL                  | -                 | -                 | -                 | 50,376             | 50,827               | 58,636              |
| 7108                                        | 000 | Deferred Compensation        | -                 | 57                | 1,782             | 1,708              | 3,117                | 3,331               |
| 7110                                        | 000 | Workers Compensation         | -                 | 80                | 3,308             | 2,392              | 3,173                | 3,618               |
| 7120                                        | 000 | Disability Insurance         | -                 | -                 | -                 | -                  | -                    | -                   |
| 7130                                        | 000 | Group Health Insurance       | -                 | -                 | 9,235             | 7,979              | 23,288               | 29,330              |
| 7140                                        | 000 | Vision Insurance             | -                 | -                 | 186               | 153                | 433                  | 449                 |
| 7150                                        | 000 | Dental Insurance             | -                 | -                 | 683               | 567                | 1,524                | 1,582               |
| 7160                                        | 000 | Life Insurance               | -                 | -                 | 117               | 92                 | 246                  | 270                 |
| 7170                                        | 000 | FICA - Medicare              | -                 | 83                | 4,126             | 6,263              | 4,465                | 4,830               |
| 7180                                        | 000 | Car/Uniform Allowance        | -                 | -                 | -                 | -                  | -                    | -                   |
| <WAGES & BENEFITS>                          |     |                              | -                 | 6,615             | 422,969           | 333,105            | 442,558              | 479,217             |
| 8000                                        | 000 | Office Supplies              | -                 | -                 | 18,133            | 15,000             | 15,000               | 15,000              |
| 8010                                        | 000 | Postage                      | -                 | -                 | -                 | 300                | -                    | -                   |
| 8020                                        | 000 | Special Department Expense   | -                 | -                 | -                 | 1,000              | 1,000                | 500                 |
| 8050                                        | 000 | Printing/Duplicating         | -                 | -                 | 52                | 500                | -                    | -                   |
| 8060                                        | 000 | Dues & Memberships           | -                 | -                 | 766               | 700                | 775                  | 800                 |
| 8090                                        | 000 | Conference & Meeting Expense | -                 | -                 | 303               | 4,000              | 3,200                | 1,200               |
| 8100                                        | 000 | Vehicle Maintenance          | -                 | -                 | -                 | -                  | -                    | -                   |
| 8110                                        | 000 | Equipment Maintenance        | -                 | -                 | 500               | -                  | -                    | -                   |
| 8150                                        | 000 | Telephone                    | -                 | -                 | -                 | -                  | -                    | -                   |
| 8170                                        | 000 | Professional Services        | -                 | -                 | 200               | 10,000             | 10,000               | 5,000               |
| 8180                                        | 000 | Contract Services            | -                 | -                 | -                 | 120,000            | 84,600               | 100,000             |
| 8200                                        | 000 | Training Expense             | -                 | -                 | 154               | 500                | 200                  | 1,000               |
| <OPERATIONS & MAINTENANCE>                  |     |                              | -                 | -                 | 20,108            | 152,000            | 114,775              | 123,500             |
| <b>[101-2031] Management Services Total</b> |     |                              | -                 | <b>6,615</b>      | <b>443,077</b>    | <b>485,105</b>     | <b>557,333</b>       | <b>602,717</b>      |

| Budget Detail | MANAGEMENT SERVICES | 101-2031 |
|---------------|---------------------|----------|
|---------------|---------------------|----------|

## PERSONNEL

- 7000 Salaries – Regular Employees  
Provides compensation for the Management Services Director, Senior Management Analyst, and a Management Assistant.
- 7070 Leave Buyback  
Provides funds to employees who opt to sell back hours of their leave balances.

## OPERATIONS & MAINTENANCE

- 8000 Office Supplies  
General office supplies from Staples (per the City's contract with Staples) for the Management Services Department. (Total \$15,000)
- 8020 Special Department Expense  
Funds for department apparel for staff for community events and conference and trainings attendance. (Total \$500)
- 8060 Dues, Memberships, and Subscriptions  
Provides funds for International City Manager's Association dues for Department Director and Senior Management Analyst (\$400), and three staff memberships to the Municipal Management Association of Southern California (\$400). (Total \$800)
- 8090 Conference and Meeting Expense  
Provides funds for travel and lodging for one staff member to attend the International City Manager's Association. (Total \$1,200)
- 8170 Professional Services  
Provides funds for as-needed temporary staffing services, professional services for special projects, including consultant services for information technology and policy development. (Total \$5,000)
- 8180 Contract Services  
Provides funds for City Hall security services. (Total \$100,000)
- 8200 Training Expense  
Provides funds for training materials for staff hosted trainings for staff. (Total \$1,000)

| Acct                               | Tsk | Account Title                | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|------------------------------------|-----|------------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 7000                               | 000 | Salaries - Permanent         | 20,633            | -                 | 116,162           | 182,655            | 124,484              | 205,782             |
| 7010                               | 000 | Salaries - Temp / Part       | 3,151             | -                 | 57,739            | -                  | -                    | -                   |
| 7020                               | 000 | Overtime                     | -                 | -                 | 266               | -                  | 9,705                | 10,000              |
| 7100                               | 000 | Retirement                   | 934               | -                 | 41,438            | 14,612             | 9,368                | 16,833              |
| 7108                               | 000 | Deferred Compensation        | 4,737             | -                 | 1,072             | 1,827              | 1,000                | 2,058               |
| 7110                               | 000 | Workers Compensation         | 195               | -                 | 1,248             | 1,984              | 1,343                | 2,235               |
| 7130                               | 000 | Group Health Insurance       | 600               | -                 | 6,700             | 29,820             | 14,550               | 8,303               |
| 7140                               | 000 | Vision Insurance             | 40                | -                 | 151               | 405                | 304                  | 165                 |
| 7150                               | 000 | Dental Insurance             | 150               | -                 | 557               | 1,510              | 1,075                | 579                 |
| 7160                               | 000 | Life Insurance               | 17                | -                 | 106               | 198                | 158                  | 198                 |
| 7170                               | 000 | FICA - Medicare              | 503               | -                 | 1,542             | 2,648              | 1,894                | 2,984               |
| <WAGES & BENEFITS>                 |     |                              | 30,959            | -                 | 226,980           | 235,659            | 163,880              | 249,136             |
| 8000                               | 000 | Office Supplies              | -                 | -                 | -                 | -                  | -                    | -                   |
| 8010                               | 000 | Postage                      | 252               | -                 | 125               | 750                | 750                  | 500                 |
| 8020                               | 000 | Special Department Expense   | -                 | -                 | 4,325             | 2,400              | 2,400                | 2,400               |
| 8040                               | 000 | Advertising                  | 595               | -                 | 16,171            | 44,850             | 36,350               | 50,000              |
| 8050                               | 000 | Printing/Duplicating         | 61                | -                 | 332               | 1,000              | 1,000                | 1,000               |
| 8060                               | 000 | Dues & Memberships           | 264               | -                 | -                 | 800                | 800                  | 950                 |
| 8070                               | 000 | Mileage/Auto Allowance       | -                 | -                 | 264               | 500                | -                    | 250                 |
| 8090                               | 000 | Conference & Meeting Expense | 150               | -                 | 1,046             | 2,460              | 395                  | 680                 |
| 8095                               | 000 | Commissioners Congress       | -                 | -                 | 7,416             | -                  | -                    | -                   |
| 8110                               | 000 | Equipment Maintenance        | -                 | -                 | 1,257             | -                  | -                    | -                   |
| 8170                               | 000 | Professional Services        | 3,200             | -                 | 83,555            | 75,000             | 90,000               | 90,000              |
| 8180                               | 000 | Contract Services            | 79,501            | -                 | 47,585            | 83,200             | 25,400               | 32,600              |
| 8200                               | 000 | Training Expense             | 530               | -                 | 1,099             | 700                | 51                   | 900                 |
| <OPERATIONS & MAINTENANCE>         |     |                              | 84,554            | -                 | 163,174           | 211,660            | 157,146              | 179,280             |
| <b>[101-2033] City Clerk Total</b> |     |                              | <b>115,512</b>    | <b>-</b>          | <b>390,154</b>    | <b>447,319</b>     | <b>321,026</b>       | <b>428,416</b>      |

**PERSONNEL SERVICES**7000 Salaries – Regular Employees

Provides compensation for the Chief City Clerk and a Deputy City Clerk.

**OPERATIONS & MAINTENANCE**8010 Postage

Provides funds for postal expenses for postage meter charges; and mailings to respond to public records requests, mail related to Fair Political Practices Commission filings, and other correspondence. (Total \$500)

8020 Special Department Expense

Provides funds for special department supplies and services to include special office supplies, such as special paper for documents (Resolutions, Minutes, and Ordinances), special binders, certificates, City pins, Commemorative coins, stationery, nameplates, name badges, table cloths for Special Joint Meetings, engraved plaque plates for dignitaries and elected officials City Council reorganization, and unanticipated department expenses incurred to fulfill requests by management/ elected official. (Total \$2,400)

8040 Advertising

Provides funds for advertising for advisory body recruitment, publication of ordinances, ordinance summaries, and miscellaneous notices or display advertising not included in budgets of other departments. (Total \$50,000)

8050 Printing and Duplication

Provides funds for printing and duplication of documents by a duplication service company for offsite agenda packet printing, business cards, envelopes or for special projects. (Total \$1,000)

8060 Dues, Memberships, and Subscriptions

Provides funds for a membership in the for City Clerk Association of California (CCAC) for access to scholarship, mentoring opportunities and discounted City Clerk trainings (\$500) and International Institute for Municipal Clerks (IIMC) for access to discounted courses to complete Certified Municipal Clerk certification (\$450). (Total \$950)

8070 Mileage Reimbursement

Provides for mileage reimbursement when private vehicle is used by City Clerk Division staff to attend professional development trainings, conferences and meetings. (Total \$250)

8090 Conference and Meeting Expense

Provides funds for conference registration, lodging meals, and parking reimbursement. (Total \$680).

8170 Professional Services

Provides funds for audiovisual technical services and installation for broadcasting and web streaming Special and Regular City Council and Planning Commission meetings. (Total \$90,000)

8180 Contract Services

Provides funds for municipal codification services in print and on website with contingency funding if more than one code update is necessary or if new ordinances are extremely lengthy (\$7,000). Includes funding for records retention policy services (\$800), scanning and digitizing of all records citywide (\$15,000), and funds for records shredding and record storage keeping (\$9,800). (Total \$32,600)

8200 Training Expense

Provides funding for City Clerk webinar trainings offered by CCAC (\$400) and training materials for staff-hosted trainings such as supplies, handouts, refreshments when necessary and other as-needed items for training (\$500). (Total \$900)



|                                   |     |                            | Actual        | Actual        | Actual        | Adopted       | Estimated  | Proposed       |
|-----------------------------------|-----|----------------------------|---------------|---------------|---------------|---------------|------------|----------------|
| Acct                              | Tsk | Account Title              | 2020/21       | 2021/22       | 2022/23       | 2023/24       | 2023/24    | 2024/25        |
| 8010                              | 000 | Postage                    | 517           | 31            | -             | 100           | 100        | 500            |
| 8020                              | 000 | Special Department Expense | 5,000         | 2,950         | 1,342         | -             | -          | 2,500          |
| 8040                              | 000 | Advertising                | 5,000         | 200           | 5,000         | 2,300         | -          | 5,000          |
| 8170                              | 000 | Professional Services      | 66,326        | 90,061        | 77,744        | 61,500        | -          | 147,000        |
|                                   |     | <OPERATIONS & MAINTENANCE> | 76,843        | 93,242        | 84,086        | 63,900        | 100        | 155,000        |
| <b>[101-1022] Elections Total</b> |     |                            | <b>76,843</b> | <b>93,242</b> | <b>84,086</b> | <b>63,900</b> | <b>100</b> | <b>155,000</b> |

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|               |           |          |
|---------------|-----------|----------|
| Budget Detail | ELECTIONS | 101-2034 |
|---------------|-----------|----------|

## OPERATIONS & MAINTENANCE

- 8010 Postage  
Provides funds for as needed postage for mailings, as they arise. (Total \$500)
- 8020 Special Department Expense  
Provides funds for special department supplies and materials related to the election and voter outreach program. (Total \$2,500).
- 8040 Advertising  
Provides for funding for the voter outreach program advertisement through newspaper groups. (Total \$5,000).
- 8170 Professional Services  
Provides funding for translation of election notices from selected firm and as needed professional services for elections (\$72,000) and funding for election management services provided by the Los Angeles County Registrar-Recorder/County Clerk's Office for the General Municipal Election (\$75,000). (Total \$147,000).

| Acct                                    | Tsk | Account Title                | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|-----------------------------------------|-----|------------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 7000                                    | 000 | Salaries - Permanent         | -                 | -                 | 198,898           | 268,340            | 257,052              | 356,502             |
| 7010                                    | 000 | Salaries - Temp / Part       | -                 | -                 | 24,993            | 75,080             | 193,887              | 154,340             |
| 7011                                    | 000 | Salaries - PT Stipend        | -                 | -                 | -                 | -                  | -                    | -                   |
| 7020                                    | 000 | Overtime                     | -                 | -                 | -                 | -                  | 5,963                | 6,000               |
| 7040                                    | 000 | Holiday                      | -                 | -                 | -                 | -                  | -                    | -                   |
| 7055                                    | 000 | IOD - Non Safety             | -                 | -                 | -                 | -                  | -                    | -                   |
| 7070                                    | 000 | Leave Buyback                | -                 | -                 | -                 | -                  | -                    | -                   |
| 7100                                    | 000 | Retirement                   | -                 | -                 | 33,092            | 27,489             | 26,799               | 35,697              |
| 7100                                    | 010 | CalPERS UAL                  | -                 | -                 | -                 | 37,944             | 38,284               | 42,846              |
| 7108                                    | 000 | Deferred Compensation        | -                 | -                 | -                 | 2,683              | 2,377                | 3,565               |
| 7110                                    | 000 | Workers Compensation         | -                 | -                 | -                 | 2,914              | 8,217                | 5,548               |
| 7120                                    | 000 | Disability Insurance         | -                 | -                 | -                 | -                  | -                    | -                   |
| 7130                                    | 000 | Group Health Insurance       | -                 | -                 | -                 | 44,067             | 28,284               | 45,564              |
| 7140                                    | 000 | Vision Insurance             | -                 | -                 | -                 | 536                | 459                  | 690                 |
| 7150                                    | 000 | Dental Insurance             | -                 | -                 | -                 | 2,003              | 1,659                | 2,518               |
| 7160                                    | 000 | Life Insurance               | -                 | -                 | -                 | 248                | 240                  | 340                 |
| 7170                                    | 000 | FICA - Medicare              | -                 | -                 | -                 | 3,891              | 6,584                | 16,976              |
| 7180                                    | 000 | Car/Uniform Allowance        | -                 | -                 | -                 | -                  | -                    | -                   |
| <WAGES & BENEFITS>                      |     |                              | -                 | -                 | 256,983           | 465,195            | 569,804              | 670,586             |
| 8000                                    | 000 | Office Supplies              | -                 | -                 | -                 | -                  | -                    | -                   |
| 8010                                    | 000 | Postage                      | 288               | -                 | 251               | 350                | 50                   | 350                 |
| 8020                                    | 000 | Special Department Expense   | 2,039             | -                 | 28,879            | 34,500             | 34,500               | 35,800              |
| 8040                                    | 000 | Advertising                  | 7,140             | -                 | 5,820             | 10,000             | 6,000                | 6,000               |
| 8050                                    | 000 | Printing/Duplicating         | -                 | -                 | 718               | 1,000              | 298                  | 300                 |
| 8060                                    | 000 | Dues & Memberships           | 3,295             | -                 | 5,723             | 6,319              | 5,829                | 5,985               |
| 8090                                    | 000 | Conference & Meeting Expense | 280               | -                 | 8,253             | 7,250              | 75                   | 3,600               |
| 8110                                    | 000 | Equipment Maintenance        | -                 | -                 | -                 | -                  | -                    | -                   |
| 8160                                    | 000 | Legal Service                | 173,286           | -                 | 121,182           | 130,000            | -                    | 100,000             |
| 8170                                    | 000 | Professional Services        | 126,333           | -                 | 301,720           | 35,000             | 95,000               | -                   |
| 8180                                    | 000 | Contract Services            | -                 | -                 | 90,272            | 142,000            | 23,000               | 89,000              |
| 8200                                    | 000 | Training Expense             | 38,100            | -                 | 656               | 10,000             | 8,000                | 10,000              |
| <OPERATIONS & MAINTENANCE>              |     |                              | 350,761           | -                 | 563,473           | 376,419            | 172,752              | 251,035             |
| <b>[101-2034] Human Resources Total</b> |     |                              | <b>350,761</b>    | <b>-</b>          | <b>820,456</b>    | <b>841,614</b>     | <b>742,556</b>       | <b>921,621</b>      |

**PERSONNEL****PERSONNEL SERVICES**7000 Salaries – Regular Employees

Provides compensation for the Human Resources & Risk Manager, and a Senior Human Resources Analyst and a Human Resources Analyst.

**OPERATIONS & MAINTENANCE**8010 Postage

Provides funds for postal expenses related to personnel activities. (Total \$350)

8020 Special Department Expense

Provides funds for special department expenses including city employee identification cards (\$2,000), recruitment expenses (\$3,000), new hire onboarding materials (\$6,000) and employee engagement, retention and recognition activities (\$23,500). Also provides funds for Mission Loft parking structure annual rental fee for staff use (\$1,300). (Total \$35,800)

8040 Advertising

Provides funds for employment advertisement in various print and online resources other advertisement outlets. (Total \$6,000).

8050 Printing and Duplication

Provides funds for purchase of annual Employment Law update posters from the South Pasadena Chamber of Commerce. (Total \$300)

8060 Dues, Memberships, Subscriptions, and Books

Provides funds for membership in the Liebert, Cassidy & Whitmore San Gabriel Valley Employee Relations Consortium (\$4,255), and professional memberships to professional Human Resources Associations (SCPMA-HR, CALPELRA, PARMA, MMASC, SCPLRC, and SHRM (\$1,730). (Total \$5,985)

8090 Conference and Meeting Expense

Provides funds for staff conference travel, lodging and transportation expenses for CALPERLA Annual Conference (\$2,000). Includes funding for registration to Risk Management Conference & Human Resources Academy, CalPERS Educational Forum, PARMA Annual Conference, and SCPMA-HR Annual Conference (\$1,600). (Total \$3,600)

8160 Legal Services

Provides funds for labor attorney services including services for labor contract negotiations, employee grievances, application of Personnel Rules and Regulations and administrative policies, negotiations of revised Personnel Rules and Regulations and related city policies, and litigation of personnel claims and cases. (Total \$100,000)

8180 Contract Service

Provides funds for pre-employment medical and psychological examinations and background checks/investigations (\$12,000), Fitness for Duty medical examinations (\$5,000), personnel investigations (\$30,000), Employee Assistance Program services (\$8,000), 457 Plan Consulting contract services (\$15,000), Supplemental Insurance Plan (TASC) administration fee (\$4,000), testing materials for public safety recruitments (\$2,000), ADA Sign Language & other ADA accommodation services (\$3,000), and Liability and Workers Compensation Actuarial expenses (\$10,000). (Total \$89,000)

8200 Training Expense

Provides funds for trainings such as risk management, labor relations, and employee safety and legal mandates and educational webinars, as well as mandatory training for staff, including materials to host such training sessions, duplication of handouts and other related expenses. (\$10,000)

|                                        |     |                                | Actual         | Actual         | Actual         | Adopted        | Estimated      | Proposed       |
|----------------------------------------|-----|--------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Acct                                   | Tsk | Account Title                  | 2020/21        | 2021/22        | 2022/23        | 2023/24        | 2023/24        | 2024/25        |
| 8160                                   | 000 | Legal Service                  | 607,285        | 572,032        | 869,950        | 420,000        | 745,531        | 745,531        |
| 8163                                   | 000 | Legal Services-CalTrans Housng | -              | -              | 87,910         |                | -              | -              |
|                                        |     | <OPERATIONS & MAINTENANCE>     | 607,285        | 572,032        | 957,860        | 420,000        | 745,531        | 745,531        |
| <b>[101-2501] Legal Services Total</b> |     |                                | <b>607,285</b> | <b>572,032</b> | <b>957,860</b> | <b>420,000</b> | <b>745,531</b> | <b>745,531</b> |

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|               |                |          |
|---------------|----------------|----------|
| Budget Detail | LEGAL SERVICES | 101-2501 |
|---------------|----------------|----------|

## OPERATIONS & MAINTENANCE

### 8160 Legal Services

Provides funds for contract City Attorney for a variety of services: attend meetings, including the City Council meetings and sessions, and to provide legal advice to City Council, City Manager, and staff. (Total \$745,531)

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| Acct                                              | Tsk | Account Title              | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|---------------------------------------------------|-----|----------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 8020                                              | 000 | Special Department Expense | 106               | -                 | 1,000             | 1,000              | -                    | 1,000               |
| 8060                                              | 000 | Dues & Memberships         | -                 | -                 | 230               | 475                | 420                  | 475                 |
| 8110                                              | 000 | Equipment Maintenance      | -                 | -                 | 230               | -                  | -                    | -                   |
| 8150                                              | 000 | Telephone                  | 254,693           | -                 | 427,444           | 395,000            | 398,528              | 188,203             |
| 8170                                              | 000 | Professional Services      | 206,352           | -                 | 339,995           | 301,000            | 294,114              | 305,000             |
| 8180                                              | 000 | Contract Services          | 39,308            | -                 | 55,007            | 207,036            | 211,332              | 593,400             |
| 8300                                              | 000 | Lease Payment              | 18,929            | -                 | 33,206            | 24,000             | 26,000               | 26,000              |
| 8301                                              | 000 | Copier Usage Charges       | 8,378             | -                 | 37,436            | 26,000             | 29,000               | 36,000              |
|                                                   |     | <OPERATIONS & MAINTENANCE> | 527,766           | -                 | 894,548           | 954,511            | 959,394              | 1,150,078           |
| 8530                                              | 000 | Computer Equipment         | 13,344            | -                 | 93,825            | 197,000            | 160,735              | 75,000              |
|                                                   |     | <CAPITAL OUTLAY>           | 13,344            | -                 | 93,825            | 197,000            | 160,735              | 75,000              |
| <b>[101-2032] Innovation and Technology Total</b> |     |                            | <b>541,110</b>    | <b>-</b>          | <b>988,373</b>    | <b>1,151,511</b>   | <b>1,120,129</b>     | <b>1,225,078</b>    |

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## INFORMATION TECHNOLOGY

Budget Detail

101-2032

### OPERATIONS & MAINTENANCE

8020 Special Department Expense

Provides funds for as-needed computer peripherals, such as web cameras for video conferencing, headsets and speakers. (Total \$1,000)

8060 Dues & Memberships

Provides funds for a memberships in professional organizations specific to information technology (IT) such as MISAC, MiCTA, and ISACA for access to educational presentations, technical instruction, and managerial training. (Total \$475)

8150 Telephone

Provides funds for City-wide land lines (\$20,000), Point-to-Point network services (internet) throughout City Facilities (\$80,000), mobile device/cellular accounts for personnel including FirstNet for first responders (\$45,000). Also provides funds for the annual subscription of Citywide VoIP phone system (\$43,203). (Total \$188,203)

8170 Professional Services

Provides funds for Citywide managed IT support services for all departments. (Total \$305,000)

8180 Contract Services

Provides funds for annual cost of accounting system software (\$40,000), DocuSign subscription services citywide (\$9,100), SSL renewal for domain (\$900), opengov domain (\$10,000), antivirus/ cybersecurity services (\$9,200), city website hosting services (\$22,200), annual subscription costs for Microsoft Office 365 (\$60,000), online bidding subscription (\$8,000), Truepoint/ Accela (\$66,500), e filing system for City Clerk Division (\$5,000), agenda management software annual subscription cost (\$9,900), public records act requests annual subscription (\$14,400), records management annual subscription and maintenance (\$10,000), annual code publishing web hosting fees (\$1,100), GoGov Mobile application annual subscription (\$19,000), digital marketing platform annual subscription (\$255), social media management platform annual subscription (\$2,300), social media archiving software annual subscription (\$4,600), Canva Pro annual subscriptions (\$1,200), annual subscription for land use and parcel data software (\$31,300), annual subscription for document navigators software for Accela (\$1,700), annual subscription cost for property reports software (\$1,200), annual subscription cost for CivicRec (\$29,000), annual cost for scheduling software (\$1,240), annual cost for route scheduling software (\$16,400), annual subscription cost for

Debtbook (\$12,000), annual subscription cost for online interactive budget management/ planning software (\$22,000), annual subscription cost for emergency operations center software (\$6,300), annual subscription cost for library management system (\$51,500), annual subscription cost for library materials purchasing system/catalog records (\$2,400), annual subscription cost for Envisionware computer reservation system (\$6,000), annual subscription cost for digital image hosting platform (\$100), annual subscription cost for cataloging records software (\$26,000), subscription for electronic subpoena software (\$11,300), annual subscription cost for community dashboard, per RIPA (\$11,000), subscription cost for digital evidence management system (\$4,000), annual subscription cost for field training software (\$7,500), annual subscription for SmartDraw (\$550), annual subscription cost for Lucidchart (\$105), annual subscription cost for data file security software (\$2,000), annual subscription cost for Netmotion (\$3,000), annual subscription costs for NEOGOV Insight, Performance Evaluations, Learn, Onboard and E-Forms modules (\$45,000), annual subscription for phishing and cybersecurity training software (\$3,000), postage meter services (\$4,300) and Zoom subscriptions (\$850). (Total \$593,400)

8300 Lease Payment

Monthly lease payments for twelve leased multifunction printers citywide. (Total \$26,000)

8301 Copier Usage Charges

Provides funds for copy and printing expenditures on the multifunction printers citywide. (Total \$36,000)

## **CAPITAL OUTLAY**

8530 Computer Equipment

Citywide workstation equipment replacement, including monitors, laptops, and desktop purchases to replace equipment that has reached end of life. (Total \$75,000)

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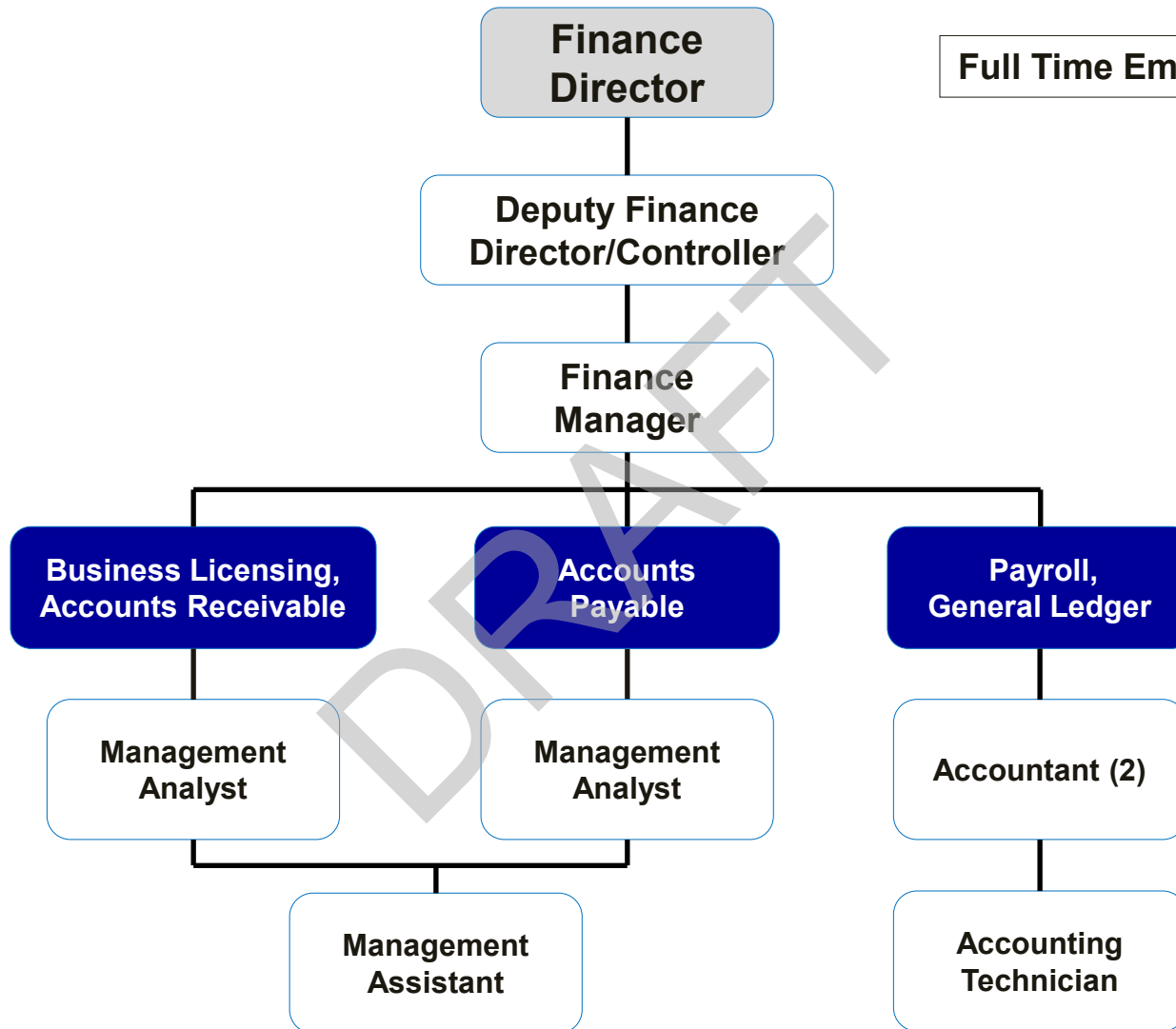


# **FINANCE DEPARTMENT FISCAL YEAR 2023-24 BUDGET SNAPSHOT**

## **OVERVIEW**

The Finance Department accounts for all City and Successor Agency expenditures, administers business licensing and water billing through third-party vendors, accounts for revenue collection, performs city wide accounting functions, including grant accounting, processes the biweekly payroll through a third-party vendor, prepares payment of all obligations for review and approval by the City Council, and sends out approved check warrants. In conjunction with, and subject to the independent certification of the City/Agency independent audit firm, the Department prepares the City's Annual Comprehensive Financial Report (ACFR). The Department also prepares annual reports for the State Controller and other State and Federal agencies. Under the direction of the City Manager, the Department prepares the City's annual budget.

The Finance Department oversees the utility billing function by utilizing a third-party vendor for the City's approximately 7,000 accounts for all water, refuse and sewer fees. The Department works with the City Treasurer, Finance Commission, and committees with respect to the various financial issues. As required by the Government Code, monthly investment reports are provided to the City Council summarizing investment holdings and rates of return on investments.



**Full Time Employees: 9**

|                                   | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|-----------------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| <b>EXPENDITURE SUMMARY</b>        |                   |                   |                   |                    |                      |                     |
| Wages & Benefits                  | 1,286,845         | 1,303,684         | 2,430,926         | 1,797,323          | 1,482,834            | 1,601,692           |
| Operations & Maintenance          | 3,482,901         | 7,144,759         | 8,394,155         | 10,116,534         | 6,704,348            | 7,591,802           |
| Capital Outlay                    | -                 | -                 | -                 | -                  | -                    | -                   |
| Other Expenses                    | -                 | -                 | 1,141,509         | -                  | -                    | -                   |
| <b>Total Expenses by Category</b> | <b>4,769,746</b>  | <b>8,448,443</b>  | <b>11,966,591</b> | <b>11,913,857</b>  | <b>8,187,182</b>     | <b>9,193,494</b>    |
| [101-3011] Finance                | 871,011           | 1,040,325         | 1,165,149         | 1,050,473          | 1,024,464            | 1,044,818           |
| [101-3041] Non-Dept/Overhead      | 996,366           | 2,264,416         | 2,635,668         | 2,539,444          | 2,413,902            | 2,986,985           |
| [103-2501] Insurance              | 2,167,385         | 4,276,759         | 5,290,303         | 3,566,267          | 3,656,397            | 4,099,360           |
| [110-3011] OPEB Trust Fund        | -                 | -                 | 1,141,509         | 1,000              | -                    | -                   |
| [206-XXXX] SLFRF Fund             | -                 | -                 | 813,917           | 3,498,717          | 100,000              | -                   |
| [500-3012] Utility Billing        | 734,984           | 866,944           | 920,045           | 1,257,956          | 992,420              | 1,062,331           |
| <b>Total Expenses by Program</b>  | <b>4,769,746</b>  | <b>8,448,443</b>  | <b>11,966,591</b> | <b>11,913,857</b>  | <b>8,187,182</b>     | <b>9,193,494</b>    |

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| Acct                            | Tsk | Account Title                | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|---------------------------------|-----|------------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 7000                            | 000 | Salaries - Permanent         | 275,120           | 341,052           | 360,223           | 535,178            | 470,874              | 486,496             |
| 7010                            | 000 | Salaries - Temp / Part       | 144,195           | 194,660           | 89,406            | -                  | -                    | -                   |
| 7020                            | 000 | Overtime                     | 1,669             | 5,529             | 9,070             | -                  | 2,398                | 3,270               |
| 7040                            | 000 | Holiday                      | 6,582             | 6,357             | -                 | 4,540              | -                    | 3,632               |
| 7070                            | 000 | Leave Buyback                | -                 | -                 | 5,485             | 10,318             | -                    | 10,318              |
| 7100                            | 000 | Retirement                   | 30,112            | 76,998            | 70,964            | 42,762             | 34,673               | 39,795              |
| 7100                            | 010 | CalPERS UAL                  | -                 | -                 | -                 | -                  | -                    | -                   |
| 7108                            | 000 | Deferred Compensation        | 12,766            | (9,466)           | 2,627             | 5,338              | 4,616                | 4,858               |
| 7110                            | 000 | Workers Compensation         | 4,961             | 6,422             | 4,718             | 5,966              | 4,827                | 5,454               |
| 7120                            | 000 | Disability Insurance         | -                 | -                 | -                 | -                  | -                    | -                   |
| 7122                            | 000 | Unemployment Insurance       | 3,003             | -                 | -                 | -                  | -                    | -                   |
| 7130                            | 000 | Group Health Insurance       | 38,869            | 30,933            | 37,499            | 73,147             | 44,225               | 60,936              |
| 7140                            | 000 | Vision Insurance             | 639               | 788               | 717               | 998                | 807                  | 834                 |
| 7150                            | 000 | Dental Insurance             | 2,505             | 3,078             | 2,682             | 3,736              | 2,931                | 3,031               |
| 7055                            | 000 | IOD - Non Safety             | -                 | -                 | -                 | -                  | -                    | -                   |
| 7160                            | 000 | Life Insurance               | 344               | 406               | 355               | 494                | 406                  | 422                 |
| 7170                            | 000 | FICA - Medicare              | 8,813             | 9,495             | 7,238             | 7,760              | 6,783                | 7,054               |
| <WAGES & BENEFITS>              |     |                              | 529,578           | 666,251           | 590,984           | 690,237            | 572,539              | 626,100             |
| 8000                            | 000 | Office Supplies              | 890               | 7,108             | 8,825             | 9,330              | 5,777                | 5,900               |
| 8010                            | 000 | Postage                      | 2,235             | 1,540             | 2,313             | 3,000              | 3,000                | 3,000               |
| 8020                            | 000 | Special Department Expense   | 73,639            | 120,258           | 140,415           | 140,551            | 117,000              | 239,126             |
| 8050                            | 000 | Printing/Duplicating         | 584               | -                 | 2,000             | 3,950              | 3,023                | 3,500               |
| 8060                            | 000 | Dues & Memberships           | 150               | 355               | 1,118             | 971                | 955                  | 413                 |
| 8070                            | 000 | Mileage/Auto Allowance       | -                 | -                 | -                 | -                  | -                    | -                   |
| 8090                            | 000 | Conference & Meeting Expense | 225               | 665               | 6,827             | 6,793              | 1,347                | 1,347               |
| 8110                            | 000 | Equipment Maintenance        | -                 | -                 | -                 | -                  | -                    | -                   |
| 8170                            | 000 | Professional Services        | 192,842           | 221,516           | 103,741           | 91,725             | 104,887              | 164,032             |
| 8180                            | 000 | Contract Services            | 70,619            | 21,365            | 303,162           | 100,000            | 215,935              | -                   |
| 8200                            | 000 | Training Expense             | 249               | 1,266             | 5,763             | 3,916              | -                    | 1,400               |
| <OPERATIONS & MAINTENANCE>      |     |                              | 341,433           | 374,074           | 574,165           | 360,236            | 451,924              | 418,718             |
| <b>[101-3011] Finance Total</b> |     |                              | <b>871,011</b>    | <b>1,040,325</b>  | <b>1,165,149</b>  | <b>1,050,473</b>   | <b>1,024,464</b>     | <b>1,044,818</b>    |

## FINANCE

### Budget Detail

101-3011

#### PERSONNEL SERVICES

7000 Regular Salaries

Provides the partial compensation for the Finance Director, Accounting Manager, Finance Manager, Management Analyst, and Accountants. Refer to the Appendix for a detailed allocation list.

7010 Salaries – Temp/Part-time

Provides partial compensation for a part-time Management Analyst, Interim Finance Director.

7020 Overtime

Covers the cost of overtime for non-management staff to assist with Finance Commission.

7070 Leave Buyback

Provides funds to employees who opt to sell back hours of their leave balances.

#### OPERATIONS & MAINTENANCE

8000 Office Supplies

Provides funds for the purchase of miscellaneous supplies. (\$5,900).

8010 Postage

Provides funds for postal expenses for mailing information, checks and miscellaneous department mailings. (\$ 3,000)

8020 Special Department Expense

Allocation of credit card charges and bank analysis fees (offset with revenue 101-0000-0000-5510) (\$136,896), funding for compilation of the ACFR statistical section, and application costs for the GFOA CAFR award program (\$1,300). Annual PERS accounting actuarial (\$3,583). W-2, 1095-C, 1099 mailing and deposit bags (Total \$900). Financial Consulting Services (100,000). (Total \$239,126).

8050 Printing and Duplication

Provides funds for the printing and duplication of draft and final budget. (Total \$3,500)

8060 Dues, Memberships, Subscriptions, and Books

Provides funds for membership in the California Society of Municipal Finance Officers Association (CSMFO) (\$135), the Government Finance Officers Association (GFOA) \$188), and Municipal Management Association of Southern California (\$90). (Total \$413)



8090 Conference and Meeting Expense  
CalPERS (\$300), Municipal Management Association of Southern California (\$600), Springbrook Annual Conference (\$448). (Total \$1,347)

8170 Professional Services  
HdL sales tax, business license tax, and property tax audits (\$32,000), Debtbook subscription (GASB compliance) (\$11,000), Thales Consulting – Annual SCO Report (\$2,200), Cost based fee study (\$45,000), Questica subscription for budget software (\$13,988); Professional Consulting (\$59,844.00). (Total \$164,032)

8200 Employee Training  
CalPERS (\$400), Municipal Management Association of Southern California (\$600), Springbrook Annual Conference (\$400). (Total \$1,400)

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| Acct                                      | Tsk | Account Title              | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|-------------------------------------------|-----|----------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 7122                                      | 000 | Unemployment Insurance     | -                 | -                 | 180,685           | -                  | 4,127                | -                   |
| 7131                                      | 000 | Retiree Health Insurance   | 558,561           | 394,777           | 528,154           | 592,250            | 528,000              | 528,000             |
|                                           |     | <WAGES & BENEFITS>         | 558,561           | 394,777           | 708,839           | 592,250            | 532,127              | 528,000             |
| 8020                                      | 000 | Special Department Expense | -                 | 12,461            | 22,860            | 9,600              | 10,469               | 216,302             |
| 8060                                      | 000 | Dues & Memberships         | 29,330            | 34,801            | 1,525             | 1,525              | 1,737                | 1,900               |
| 8140                                      | 000 | Utilities                  | 400,366           | 434,674           | 390,770           | 495,000            | 420,000              | 495,000             |
| 8170                                      | 000 | Professional Services      | 134,326           | 130,104           | 128,605           | 135,000            | 130,883              | 140,000             |
| 8180                                      | 000 | Contract Services          | 2,262             | 4,953             | 16,000            | 19,000             | 19,000               | 22,920              |
| 8191                                      | 000 | Liability & Surety Bonds   | (300,000)         | 1,080,000         | 1,190,000         | 1,110,000          | 1,110,000            | 1,392,863           |
| 8335                                      | 000 | Property Tax Admin. Fee    | 171,522           | 172,646           | 177,069           | 177,069            | 189,686              | 190,000             |
|                                           |     | <OPERATIONS & MAINTENANCE> | 437,805           | 1,869,638         | 1,926,829         | 1,947,194          | 1,881,775            | 2,458,985           |
| <b>[101-3041] Non-Dept/Overhead Total</b> |     |                            | <b>996,366</b>    | <b>2,264,416</b>  | <b>2,635,668</b>  | <b>2,539,444</b>   | <b>2,413,902</b>     | <b>2,986,985</b>    |

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## NON-DEPARTMENTAL/OVERHEAD

### Budget Detail

101-3041

#### PERSONNEL SERVICES

7131 Retirees Health Insurance

It is the City's obligation to fund retiree health benefits, as called for in each of the respective employee memorandums of understanding.

#### OPERATIONS & MAINTENANCE

8020 Special Department Expense

CalPERS administrative Fee for medical insurance. (Total \$216,302)

8060 Dues, Memberships, Subscriptions, and Books

Provides funds for City memberships in LAFCO. (Total \$1,900).

8140 Utilities

Citywide Water Utility Usage. (Total \$495,000)

8170 Professional Services

Provides funds for general fund portion of independent accounting services, including interim audits and preparation of annual Financial Report (\$30,000), retiree health actuarial (\$25,000), Morgan Stanley/Western Asset investment management services (\$80,000), Springbrook training for payroll and Human Resources (\$5,000). (Total \$140,000)

8180 Contract Services

Provides funds for share of bank armored courier services. (\$22,920)

8191 Liability & Surety Bonds

General fund share of commercial liability insurance, automobile liability insurance for City vehicles, environmental liability insurance, and property insurance on City-owned facilities and buildings/contents, and surety and commercial crime bonds provide for City insurance protection for employees and officials (portions are allocated 30% to the Water Fund, and 10% to the Sewer Fund). (Total \$1,392,863)

8335 Property Tax Admin Fee

LA County Fee for property tax calculation and administration. (Total \$190,000)

| Acct                                   | Tsk | Account Title              | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|----------------------------------------|-----|----------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 8020                                   | 000 | Special Department Expense | 55,025            | 84,241            | 202,190           | -                  | -                    | -                   |
| 8161                                   | 000 | Claims & Judgements - WC   | 1,365,034         | 1,821,509         | 1,857,059         | 554,000            | 1,186,436            | 1,200,000           |
| 8161                                   | 001 | Claims & Judgements - GL   | 747,325           | 2,371,009         | 2,039,262         | 1,350,000          | 780,146              | 780,146             |
| 8162                                   | 000 | Insurance Policy - WC      | -                 | -                 | 484,413           | 455,867            | 451,317              | 496,000             |
| 8162                                   | 001 | Insurance Policy - GL      | -                 | -                 | 642,829           | 1,109,000          | 1,160,113            | 1,509,100           |
| 8170                                   | 000 | Professional Services      |                   |                   | 64,550            | 97,400             | 78,385               | 114,114             |
| <OPERATIONS & MAINTENANCE>             |     |                            | 2,167,385         | 4,276,759         | 5,290,303         | 3,566,267          | 3,656,397            | 4,099,360           |
| <b>[103-2501] Insurance Fund Total</b> |     |                            | <b>2,167,385</b>  | <b>4,276,759</b>  | <b>5,290,303</b>  | <b>3,566,267</b>   | <b>3,656,397</b>     | <b>4,099,360</b>    |
| <b>103 - INSURANCE FUND TOTAL</b>      |     |                            | <b>2,167,385</b>  | <b>4,276,759</b>  | <b>5,290,303</b>  | <b>3,566,267</b>   | <b>3,656,397</b>     | <b>4,099,360</b>    |

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## INSURANCE FUND

Budget Detail

103-2501

### OPERATIONS & MAINTENANCE

8161-000

Claims & Judgements – WC

Estimated workers compensation settlements from self-insured plan and estimated adjustments based on actuarial study. The expenditures are recovered from various funds and departments based on staffing level and risk factors offsetting revenue account #103-0000-0000-5420-000 and insurance reimbursement from PRISM from revenue account #103-0000-0000-5410-000. (Total \$1,200,000)

8161-001

Claims & Judgements – GL

General liability settlements from self-insured plan and estimated adjustments based on actuarial study. The expenditures are recovered from various funds and departments based on staffing level and risk factors offsetting revenue account #103-0000-0000-5420-000 and insurance reimbursement from PRISM from revenue account #103-0000-0000-5410-001. (Total \$780,146)

8162-000

Insurance Policy – WC

Workers' compensation premium through PRISM, formerly CSAC-EIA. (Total \$496,000).

8162-000

Insurance Policy – GL

General Liability premium through PRISM, formerly CSAC-EIA. (Total \$1,509,100).

8170-000

Professional Services

Consulting Services. (Total \$114,114)

| Acct                                    | Tsk | Account Title                 | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|-----------------------------------------|-----|-------------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 7000                                    | 000 | Salaries - Permanent          | 132,182           | 159,819           | 241,324           | 390,757            | 282,114              | 336,844             |
| 7010                                    | 000 | Salaries - Temp / Part        | 26,960            | 9,230             | -                 | -                  | 17,883               | -                   |
| 7020                                    | 000 | Overtime                      | -                 | 2,744             | 5,780             | -                  | 3,160                | 3,800               |
| 7040                                    | 000 | Holiday                       | 1,627             | 1,935             | -                 | 1,163              | -                    | 931                 |
| 7070                                    | 000 | Leave Buyback                 | -                 | 478               | 4,571             | 4,422              | -                    | 4,422               |
| 7100                                    | 000 | Retirement                    | 21,275            | 55,002            | 34,162            | 31,707             | 21,323               | 29,188              |
| 7100                                    | 010 | CalPERS UAL                   | -                 | -                 | -                 | 9,486              | 9,571                | 11,356              |
| 7108                                    | 000 | Deferred Compensation         | 5,632             | (4,399)           | 1,527             | 3,768              | 2,742                | 3,363               |
| 7110                                    | 000 | Workers Compensation          | 1,716             | 2,075             | 1,898             | 4,194              | 3,253                | 3,758               |
| 7120                                    | 000 | Disability Insurance          | -                 | -                 | 2,720             | -                  | -                    | -                   |
| 7130                                    | 000 | Group Health Insurance        | 6,083             | 11,237            | 19,486            | 59,796             | 30,885               | 45,683              |
| 7140                                    | 000 | Vision Insurance              | 187               | 335               | 437               | 774                | 569                  | 655                 |
| 7150                                    | 000 | Dental Insurance              | 786               | 1,358             | 1,642             | 2,892              | 2,053                | 2,368               |
| 7160                                    | 000 | Life Insurance                | 98                | 172               | 213               | 401                | 297                  | 341                 |
| 7170                                    | 000 | FICA - Medicare               | 2,159             | 2,670             | 3,426             | 5,477              | 4,316                | 4,884               |
|                                         |     | <WAGES & BENEFITS>            | 198,705           | 242,657           | 317,187           | 514,836            | 378,168              | 447,592             |
| 8000                                    | 000 | Office Supplies               | -                 | -                 | -                 | -                  | -                    | -                   |
| 8010                                    | 000 | Postage                       | 24,779            | 31,527            | 28,502            | 50,000             | 50,000               | 40,000              |
| 8020                                    | 000 | Special Department Expense    | 103,683           | 125,489           | 112,303           | 160,000            | 40,000               | 40,000              |
| 8032                                    | 000 | Water Efficiency Fee Projects | 47                | -                 | -                 | -                  | -                    | -                   |
| 8060                                    | 000 | Dues & Memberships            | -                 | -                 | -                 | 424                | 955                  | 413                 |
| 8070                                    | 000 | Mileage/Auto Allowance        | -                 | -                 | -                 | -                  | -                    | -                   |
| 8090                                    | 000 | Conference & Meeting Expense  | -                 | -                 | 462               | 3,512              | 544                  | 1,348               |
| 8110                                    | 000 | Equipment Maintenance         | -                 | -                 | -                 | 18,000             | -                    | -                   |
| 8170                                    | 000 | Professional Services         | 312,894           | 375,192           | 369,611           | 416,700            | 429,013              | 439,598             |
| 8180                                    | 000 | Contract Services             | 2,895             | 99                | -                 | -                  | -                    | -                   |
| 8200                                    | 000 | Training Expense              | -                 | -                 | -                 | 2,504              | 1,760                | 1,400               |
| 8350                                    | 000 | Bad Debt Expense              | -                 | -                 | -                 | -                  | -                    | -                   |
| 8400                                    | 000 | Overhead Allocation           | 91,981            | 91,981            | 91,981            | 91,980             | 91,981               | 91,981              |
|                                         |     | <OPERATIONS & MAINTENANCE>    | 536,279           | 624,288           | 602,858           | 743,120            | 614,252              | 614,739             |
| <b>[500-3012] Utility Billing Total</b> |     |                               | <b>734,984</b>    | <b>866,944</b>    | <b>920,045</b>    | <b>1,257,956</b>   | <b>992,420</b>       | <b>1,062,331</b>    |

## UTILITY BILLING

### Budget Detail

500-3012

#### PERSONNEL SERVICES

7000 Regular Salaries

Provides the partial compensation for the Finance Director, Accounting Manager, Finance Manager, Management Analyst, and Accountant. Refer to the Appendix for a detailed allocation list.

7010 Salaries – Temp/Part-time

Provide partial compensation for a part-time Management Analyst, and Interim Finance Director.

#### OPERATIONS & MAINTENANCE

8010 Postage

Provides funds for postal expenses related to water billing. (Total \$40,000)

8020 Special Department Expense

Provides funds for payment of water billing lock box fees, return fees and bank fees. (Total \$40,000)

8060 Dues & Memberships

Share of annual CSMFO (\$135), Government Finance Officers Association (GFOA) (\$188), Municipal Management Association of Southern California (MMASC) (\$90). (Total \$413)

8090 Conference and Meeting Expense

CalPERS (\$300), Municipal Management Association of Southern California (MMASC) (\$600), Springbrook Annual Conference (\$448). (Total \$1,348)

8170 Professional Services

Utility Billing Contract (\$325,500), city audit services (\$23,400), investment management (\$54,000), Questica budget software (\$16,750), Consulting (\$19,948). (Total \$439,598)

8200 Training

CalPERS (\$400), Municipal Management Association of Southern California (MMASC) (\$600), Springbrook Annual Conference (\$400). (Total \$1,400)

8400 Overhead Allocation

Charges for administrative services provided by the General Fund. (Total \$91,981).

| Acct                                              | Tsk | Account Title                       | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|---------------------------------------------------|-----|-------------------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 8170                                              | 000 | Professional Services               | -                 | -                 | 52,982            | -                  | 118,420              | -                   |
| <b>[206-2032] Innovation and Technology Total</b> |     |                                     | -                 | -                 | <b>52,982</b>     | -                  | <b>118,420</b>       | -                   |
| 7000                                              | 000 | Salaries - Permanent                | -                 | -                 | 810,667           | -                  | -                    | -                   |
| 7010                                              | 000 | Salaries - Temp / Part              | -                 | -                 | 3,250             | -                  | -                    | -                   |
| 8020                                              | 000 | Special Department Expense          | -                 | -                 | -                 | 3,498,717          | 100,000              | -                   |
| <b>[206-3041] Non-Dept/Overhead Total</b>         |     |                                     | -                 | -                 | <b>813,917</b>    | <b>3,498,717</b>   | <b>100,000</b>       | -                   |
| 8170                                              | 000 | Professional Services               | -                 | -                 | 70,000            | -                  | -                    | -                   |
| 8520                                              | 000 | Machinery & Equipment               | -                 | -                 | -                 | -                  | -                    | -                   |
| 8540                                              | 000 | Automotive Equipment                | -                 | -                 | -                 | -                  | -                    | -                   |
| <b>[206-4011] Police Total</b>                    |     |                                     | -                 | -                 | <b>70,000</b>     | -                  | -                    | -                   |
| 8134                                              | 000 | Safety Clothing/Equipment           | -                 | -                 | -                 | -                  | -                    | -                   |
| 8170                                              | 000 | Professional Services               | -                 | -                 | -                 | -                  | -                    | 50,000              |
| 8183                                              | 000 | Contract Services - Command Sharing | -                 | -                 | -                 | -                  | -                    | 70,000              |
| 8520                                              | 000 | Machinery & Equipment               | -                 | -                 | 152,047           | -                  | -                    | 300,000             |
| <b>[206-5011] Fire Total</b>                      |     |                                     | -                 | -                 | <b>152,047</b>    | -                  | -                    | <b>420,000</b>      |
| 8520                                              | 000 | Machinery & Equipment               | -                 | -                 | -                 | -                  | -                    | -                   |
| <b>[206-6011] Admin &amp; Engineering Total</b>   |     |                                     | -                 | -                 | -                 | -                  | -                    | -                   |
| 8180                                              | 000 | Contract Services                   | -                 | -                 | 29,710            | -                  | -                    | -                   |
| <b>[206-8031] Community Services Total</b>        |     |                                     | -                 | -                 | <b>29,710</b>     | -                  | -                    | -                   |
| <OPERATIONS & MAINTENANCE>                        |     |                                     | -                 | -                 | 1,118,655         | 3,498,717          | 218,420              | 420,000             |
| <b>206 - SLFRF FUND TOTAL</b>                     |     |                                     | -                 | -                 | <b>1,118,655</b>  | <b>3,498,717</b>   | <b>218,420</b>       | <b>420,000</b>      |



|                      |                                             |                 |
|----------------------|---------------------------------------------|-----------------|
| <b>Budget Detail</b> | <b>State and Local Fiscal Recovery Fund</b> | <b>206-XXXX</b> |
|----------------------|---------------------------------------------|-----------------|

**OPERATIONS & MAINTENANCE**

|           |                                                                                            |
|-----------|--------------------------------------------------------------------------------------------|
| 4011-8170 | <u>Professional Services</u><br>Fire Department Comprehensive Assessment. (Total \$50,000) |
| 5011-8183 | <u>Contract Services – Command Sharing</u><br>New Command Vehicle. (Total \$70,000)        |
| 6011-8520 | <u>Contract Services – Command Sharing</u><br>Asphalt truck. (Total \$300,000)             |

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## **CITY TREASURER FISCAL YEAR 2024-25 BUDGET SNAPSHOT**

### **OVERVIEW**

The City Treasurer is an elected position and is responsible for the management and oversight of the City's idle cash and its investments upon order of the City Council. The Treasurer receives and safely keeps City funds, provides overall investment management and strategy, administers the City's banking relationships, reports periodically to the City Council and the City's Finance Commission, and submits an annual investment policy to the City Council.

#### **Notable Changes- Wages and Benefits**

No significant changes to Wages and Benefits.

#### **Notable Changes- Operations and Maintenance**

No items budgeted for Operations and Maintenance.

#### **Capital Outlay**

There are no proposed Capital Expenses for Fiscal Year 2024-25 Budget.

|                                   | Actual<br>2020/21 | Actual<br>2021/22 | Estimated<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|-----------------------------------|-------------------|-------------------|----------------------|--------------------|----------------------|---------------------|
| <b>EXPENDITURE SUMMARY</b>        |                   |                   |                      |                    |                      |                     |
| Wages & Benefits                  | 8,444             | 9,993             | 8,425                | 9,239              | 9,239                | 9,424               |
| <b>Total Expenses by Category</b> | <b>8,444</b>      | <b>9,993</b>      | <b>8,425</b>         | <b>9,239</b>       | <b>9,239</b>         | <b>9,424</b>        |
| <br>[101-3021] City Treasurer     | <br>8,444         | <br>9,993         | <br>8,425            | <br>9,239          | <br>9,239            | <br>9,424           |
| <b>Total Expenses by Program</b>  | <b>8,444</b>      | <b>9,993</b>      | <b>8,425</b>         | <b>9,239</b>       | <b>9,239</b>         | <b>9,424</b>        |

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|                                        |     |                        | Actual       | Actual       | Actual       | Adopted      | Estimated    | Proposed     |
|----------------------------------------|-----|------------------------|--------------|--------------|--------------|--------------|--------------|--------------|
| Acct                                   | Tsk | Account Title          | 2020/21      | 2021/22      | 2022/23      | 2023/24      | 2023/24      | 2024/25      |
| 7010                                   | 000 | Salaries - Temp / Part | 7,766        | 9,178        | 7,766        | 8,472        | 8,472        | 8,641        |
| 7110                                   | 000 | Workers Compensation   | 84           | 113          | 109          | 119          | 119          | 121          |
| 7170                                   | 000 | FICA - Medicare        | 594          | 702          | 550          | 648          | 648          | 661          |
|                                        |     | <WAGES & BENEFITS>     | 8,444        | 9,993        | 8,425        | 9,239        | 9,239        | 9,424        |
| <b>[101-3021] City Treasurer Total</b> |     |                        | <b>8,444</b> | <b>9,993</b> | <b>8,425</b> | <b>9,239</b> | <b>9,239</b> | <b>9,424</b> |

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|               |                |               |
|---------------|----------------|---------------|
| Budget Detail | City Treasurer | 101-3000-3021 |
|---------------|----------------|---------------|

## PERSONNEL SERVICES

### 7010 Part-Time Salaries

Funds monthly stipend of elected City Treasurer. The Treasurer's stipend is authorized by Government Code and City resolutions.

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## **POLICE DEPARTMENT FISCAL YEAR 2024-25 BUDGET SNAPSHOT**

### **OVERVIEW**

The Police Department is dedicated to providing a comprehensive array of law enforcement and crime deterrence services. These services encompass street and traffic patrol, crime investigation and analysis, parking enforcement, and an active community crime prevention program. The Support Services Bureau encompasses training oversight, records management, property and evidence handling, a dispatch center, and administrative support.

The Police Department is structured with a total of 37 sworn officers, comprising officers, corporals, sergeants, lieutenants, a Deputy Chief, and a Chief of Police. Additionally, the Department includes 18 full-time non-sworn personnel, as well as part-time non-sworn personnel, including Police Cadets. The Department is further strengthened by the inclusion of two Reserve Officers and a volunteer Chaplain.

### **Notable Changes- Wages and Benefits**

At the time of this budget preparation, the Police Department is substantially understaffed, with 17 vacancies in both sworn and professional staff positions. Despite ongoing recruitment efforts to secure the most qualified candidates, the existing personnel shortages pose challenges. The Department remains committed to addressing community needs, including traffic enforcement, homeless outreach, and support for city-sponsored events.

Given the prevailing staffing constraints, there is an anticipation that the overtime budget will surpass the allocated amounts. In the Fiscal Years 2022-2023 and 2023-2024, the Police Department experienced consistent increases in overtime usage, primarily attributable to the impact of unfilled vacancies and absences related to COVID-19. Efforts

are underway to mitigate these challenges and ensure the efficient fulfillment of departmental responsibilities.

### **Notable Changes- Operations and Maintenance**

In alignment with the City's Green Action Plan and a commitment to sustainability, the Police Department has taken proactive measures to enhance environmental responsibility. Notably, the Department has implemented an electric fleet, incorporating electric vehicles for both patrol and administrative purposes. This initiative reflects a conscientious effort to contribute to the City's broader sustainability goals.

Furthermore, in response to community input and in support of the City Council's request, the contract for crossing guards with All City Management has been expanded. Specifically, an additional crossing guard has been allocated at the intersection of Huntington Drive and Marengo Avenue. This decision was prompted by a petition from residents in the area, highlighting the City's responsiveness to local needs and concerns.

Flock Cameras, denoting stationary Automated License Plate Readers (ALPRs), have been procured through lease arrangements utilizing grant funding. These cameras have been strategically positioned at key ingress and egress points throughout the City. Since their installation, the Flock Cameras have demonstrated substantial value as a force multiplier and an invaluable investigative tool for the Police Department. Their utilization has proven instrumental in enhancing overall vehicle recognition capabilities and contributing to effective law enforcement efforts.

### **Capital Outlay**

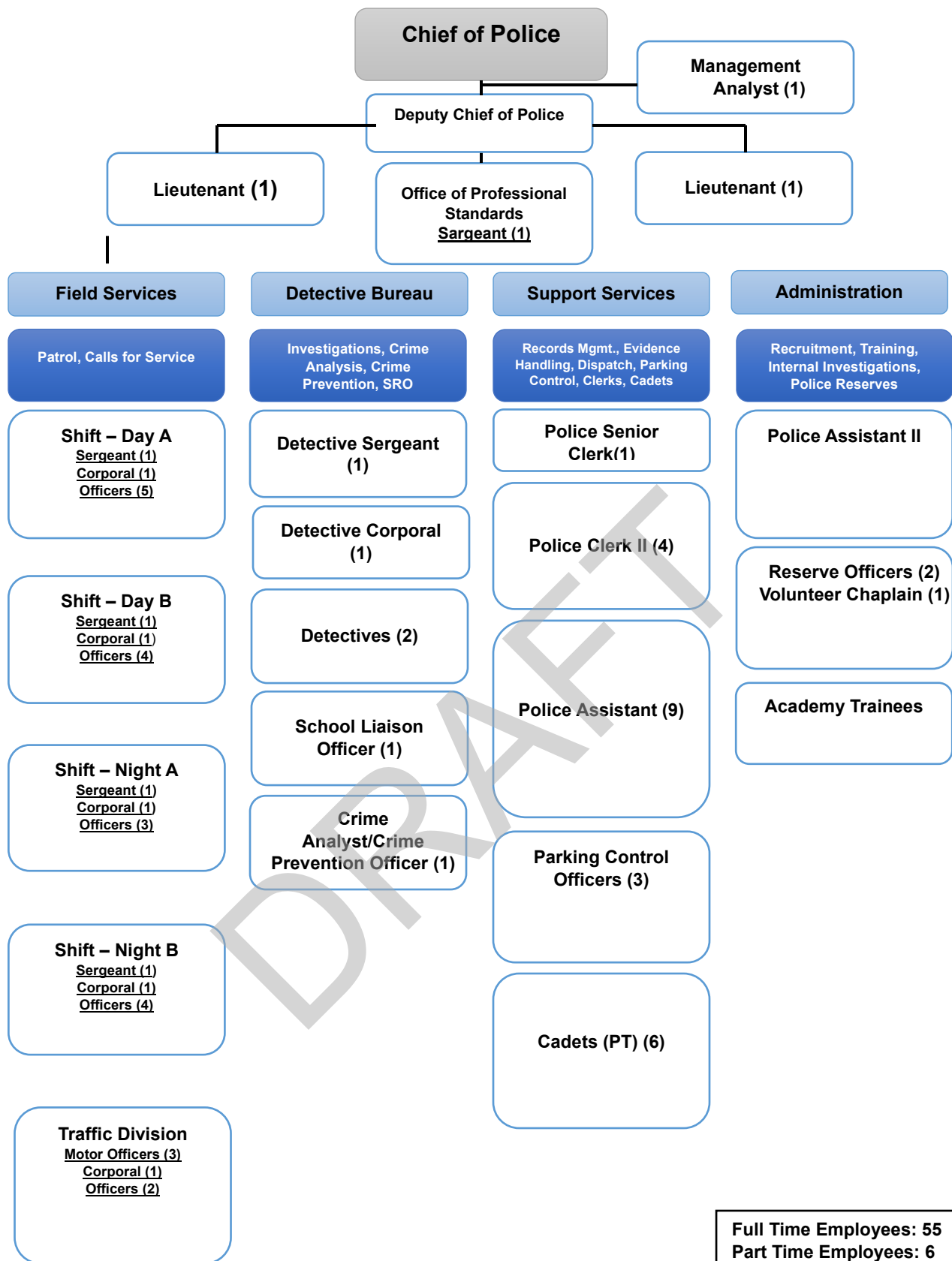
The ongoing support for the Police Department's Computer Aided Dispatch and Records Management System (CAD and RMS) is sustained through the State of California COPS Grant.

Furthermore, the Department has actively pursued reimbursement for the CAD and RMS systems through the State of California, AB 953-Racial and Identity Profiling (RIPA) Implementation Costs. Subsequently, in 2023, the Police Department successfully secured a reimbursement award totaling \$571,000.00. This financial

support contributes significantly to the continued enhancement and maintenance of crucial technological infrastructure within the Department.

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Full Time Employees: 55  
Part Time Employees: 6  
Reserves: 2  
Volunteers: 1

|                                         | Actual            | Actual            | Actual            | Adopted           | Estimated         | Proposed          |
|-----------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| EXPENDITURE SUMMARY                     | 2020/21           | 2021/22           | 2022/23           | 2023/24           | 2023/24           | 2024/25           |
| Wages & Benefits                        | 9,760,540         | 10,451,997        | 9,456,377         | 10,155,100        | 8,760,171         | 10,901,050        |
| Operations & Maintenance                | 679,040           | 1,001,511         | 1,433,165         | 1,785,380         | 1,625,760         | 1,917,866         |
| Capital Outlay                          | 24,478            | 258,055           | (1,240)           | 228,011           | 123,011           | 473,060           |
| <b>Total Expenses by Category</b>       | <b>10,464,058</b> | <b>11,711,564</b> | <b>10,888,302</b> | <b>12,168,491</b> | <b>10,508,942</b> | <b>13,291,976</b> |
| [101-4011] Police                       | 10,400,998        | 11,384,907        | 10,638,978        | 11,398,978        | 9,996,931         | 12,032,531        |
| [105-4011] Police                       | -                 | (6,553)           | 179,324           | 531,502           | 379,000           | 540,000           |
| [206-4011] Police                       | -                 | -                 | 70,000            | -                 | -                 | -                 |
| [241-4011] Measure H                    | 38,582            | 50,982            | -                 | -                 | -                 | -                 |
| [270-4011] Police                       | -                 | 20,100            | -                 | 10,000            | 10,000            | 10,000            |
| [270-4015] Police Asset Forfeiture      | -                 | -                 | -                 | 50,000            | 50,000            | 286,385           |
| [272-4018] Police State Grant - AB 3229 | 24,478            | 136,767           | -                 | 178,011           | 73,011            | 73,011            |
| [274-4019] Homeland Security Grant      | -                 | 125,360           | -                 | -                 | -                 | 350,049           |
| <b>Total Expenses by Program</b>        | <b>10,464,058</b> | <b>11,711,564</b> | <b>10,888,302</b> | <b>12,168,491</b> | <b>10,508,942</b> | <b>13,291,976</b> |

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| Acct                    | Tsk | Account Title                     | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|-------------------------|-----|-----------------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 7000                    | 000 | Salaries - Permanent              | 4,606,792         | 4,525,275         | 4,184,581         | 5,137,092          | 4,029,385            | 5,430,548           |
| 7010                    | 000 | Salaries - Temp / Part            | 147,632           | 135,997           | 156,487           | 104,419            | 150,740              | 174,183             |
| 7020                    | 000 | Overtime                          | 704,131           | 776,637           | 1,078,971         | 885,071            | 1,285,342            | 513,615             |
| 7030                    | 000 | Overtime - FLSA                   | 6,687             | 4,548             | -                 | -                  | -                    | -                   |
| 7040                    | 000 | Holiday                           | 268,676           | 236,230           | 231,216           | 226,708            | 182,107              | 175,189             |
| 7045                    | 000 | Overtime - Special (Movie) Detail | 286,525           | 299,327           | 387,988           | 450,000            | 122,513              | 450,000             |
| 7050                    | 000 | Overtime - DUI Checkpoint         | 13,471            | 15,220            | 23,374            | -                  | 27,935               | 47,000              |
| 7060                    | 000 | IOD - Safety                      | -                 | 72,711            | 260,146           | -                  | 84,906               | -                   |
| 7070                    | 000 | Leave Buyback                     | 16,512            | 15,309            | 22,947            | 13,683             | 820                  | 13,683              |
| 7100                    | 000 | Retirement                        | 2,562,864         | 3,692,828         | 2,126,107         | 858,701            | 750,142              | 870,196             |
| 7100                    | 010 | CalPERS UAL                       | -                 | -                 | -                 | 1,237,237          | 1,172,734            | 1,853,705           |
| 7108                    | 000 | Deferred Compensation             | 170,181           | (163,016)         | 36,872            | 50,434             | 58,747               | 51,324              |
| 7110                    | 000 | Workers Compensation              | 239,059           | 233,362           | 231,950           | 201,506            | 204,899              | 207,370             |
| 7120                    | 000 | Disability Insurance              | 7,956             | -                 | 44,821            | -                  | 27,895               | -                   |
| 7122                    | 000 | Unemployment Insurance            | 2,825             | -                 | -                 | -                  | -                    | -                   |
| 7130                    | 000 | Group Health Insurance            | 499,806           | 374,850           | 481,028           | 846,120            | 489,999              | 682,446             |
| 7140                    | 000 | Vision Insurance                  | 10,285            | 9,956             | 9,036             | 11,994             | 8,747                | 9,937               |
| 7150                    | 000 | Dental Insurance                  | 35,053            | 34,086            | 32,747            | 43,409             | 31,021               | 36,087              |
| 7160                    | 000 | Life Insurance                    | 4,864             | 4,817             | 4,463             | 5,445              | 4,308                | 5,049               |
| 7170                    | 000 | FICA - Medicare                   | 90,990            | 88,029            | 93,827            | 83,281             | 85,172               | 90,262              |
| 7180                    | 000 | Car/Uniform Allowance             | 47,650            | 44,850            | 49,817            | -                  | 42,758               | 54,071              |
|                         |     | <WAGES & BENEFITS>                | 9,721,958         | 10,401,015        | 9,456,377         | 10,155,100         | 8,760,171            | 10,664,665          |
| 8000                    | 000 | Office Supplies                   | 28,677            | 29,451            | 23,695            | 29,000             | 28,200               | 29,000              |
| 8010                    | 000 | Postage                           | 4,410             | 3,572             | 5,723             | 5,250              | 4,699                | 5,250               |
| 8020                    | 000 | Special Department Expense        | 42,603            | 57,002            | 65,933            | 84,500             | 73,500               | 67,500              |
| 8022                    | 000 | OTS Grant Expense                 | 2,755             | 1,093             | 2,501             | -                  | 6,000                | 6,000               |
| 8034                    | 000 | K9 Expenses                       | 8,154             | 8,944             | 8,966             | 9,000              | 16,498               | 9,000               |
| 8035                    | 000 | Narco K9 Expenses                 | 3,770             | 1,460             | -                 | -                  | -                    | -                   |
| 8040                    | 000 | Advertising                       | -                 | -                 | -                 | -                  | -                    | -                   |
| 8050                    | 000 | Printing/Duplicating              | 12,944            | 14,947            | 16,193            | 22,000             | 22,000               | 22,000              |
| 8060                    | 000 | Dues & Memberships                | 1,555             | 3,555             | 3,410             | 3,700              | 645                  | 3,700               |
| 8090                    | 000 | Conference & Meeting Expense      | 400               | 1,241             | 1,050             | 8,000              | 7,227                | 7,000               |
| 8100                    | 000 | Vehicle Maintenance               | 45,933            | 76,441            | 96,281            | 81,000             | 68,387               | 74,000              |
| 8105                    | 000 | Fuel                              | 65,031            | 79,255            | 83,853            | 65,000             | 59,000               | 50,000              |
| 8109                    | 000 | Equipment                         | 14,702            | 21,650            | 23,516            | 25,000             | 10,000               | 25,000              |
| 8110                    | 000 | Equipment Maintenance             | 12,621            | 15,557            | 21,034            | 21,000             | 16,000               | 22,000              |
| 8120                    | 000 | Building Maintenance              | -                 | -                 | -                 | -                  | -                    | -                   |
| 8134                    | 000 | Safety Clothing/Equipment         | 15,419            | 18,636            | 12,781            | 35,000             | 35,000               | 35,000              |
| 8140                    | 000 | Utilities                         | -                 | -                 | -                 | -                  | -                    | 30,000              |
| 8150                    | 000 | Telephone                         | -                 | -                 | -                 | -                  | -                    | -                   |
| 8170                    | 000 | Professional Services             | 71,024            | 116,893           | 102,994           | 202,823            | 161,823              | 171,338             |
| 8180                    | 000 | Contract Services                 | 309,161           | 459,320           | 651,278           | 575,105            | 656,782              | 737,577             |
| 8200                    | 000 | Training Expense                  | 22,880            | 43,969            | 35,247            | 40,000             | 40,000               | 40,000              |
| 8210                    | 000 | Training Expense - POST Reimb.    | 17,002            | 28,424            | 29,386            | 30,000             | 30,000               | 30,000              |
| 8176                    | 000 | Reserves and Volunteers           | -                 | -                 | -                 | 7,500              | 1,000                | 3,500               |
|                         |     | <OPERATIONS & MAINTENANCE>        | 679,040           | 981,411           | 1,183,841         | 1,243,878          | 1,236,760            | 1,367,866           |
| 8520                    | 000 | Machinery & Equipment             | -                 | 2,480             | (1,240)           | -                  | -                    | -                   |
| 8540                    | 000 | Automotive Equipment              | -                 | -                 | -                 | -                  | -                    | -                   |
|                         |     | <CAPITAL OUTLAY>                  | -                 | 2,480             | (1,240)           | -                  | -                    | -                   |
| [101-4011] Police Total |     |                                   | 10,400,998        | 11,384,907        | 10,638,978        | 11,398,978         | 9,996,931            | 12,032,531          |

**PERSONNEL SERVICES**7000 Salaries – Regular Employees

Provides salaries for all full-time, permanent sworn and civilian employees.

7010 Salaries – Temporary/Seasonal/Part-Time

Provides compensation for seasonal, temporary, and other non-salaried part-time employees. Part-time employees include Police Cadets.

7020 Overtime

Covers the cost of overtime for non-management personnel. Overtime is used for duties that cause an employee to work beyond their scheduled end-of-shift, court appearances and court on-call status during off-duty hours, and overtime required to fill minimal staffing requirements. Overtime has increased due to COVID-19 related absences. Efforts will be made through negotiated agreements with the police officers' association to reduce nonessential overtime costs, however, overtime due to burglary suppression efforts will continue. The use of reserve officers whenever possible has kept these costs down. Total (\$513,615)

7040 Holiday

Covers overtime compensation for employees required to work on Holidays. Total (\$175,189).

7045 Overtime – Filming Detail

Covers the cost of overtime for providing security at filming locations. The City is reimbursed fully by the film companies for this overtime.

7050 Overtime – DUI Checkpoint

Covers overtime compensation for providing staffing for DUI checkpoints. Total (\$47,000).

7070 Leave Buyback

Provides funds to employees who opt to sell back hours of their leave balances. Total (\$13,683).

**OPERATIONS & MAINTENANCE**8000 Office Supplies

Provides funds for the purchase of Police report forms, Detective and Records case file folders, office stationery, toner labels, general office supplies, break room supplies. Vendors: Staples Business Advantage and Amazon Capital Services. Total (\$29,000)

8010 Postage

Provides funds for Police Department postal expenses. Vendors: Pitney

Bowes and FedEx (Costs represent a 5% increase from each vendor).  
Total (\$5,250)

8020 Special Department Expense

Provides for department supplies and services to include fingerprint supplies, emergency flares, handheld radio batteries, and purchase of new radios (\$40,000). Community Education Programs include National Night Out Teen Academy, Coffee with a Cop, Women's Self Defense, Citizen's Academy, and Crime Prevention Materials (\$26,500). Festival of Balloons expenses including radio, repeater and message board rentals (\$1,000). Total (\$67,500)

8022 OTS Grant

DUI Checkpoint. Total (\$6,000)

8034 K-9

Provides for training, equipment, maintenance, food, and veterinarian costs. Total (\$9,000)

8050 Printing and Duplication

Provides funds for the printing and duplication of materials such as crime prevention brochures (\$3,000), parking citations, traffic citations, and parking permits; (\$19,000); printing costs are expected to increase 10 to 15% this year. Total (\$22,000)

8060 Dues, Memberships, Subscriptions and Books

Fund provides for both memberships and training materials. Includes memberships for the Los Angeles County Police Chiefs Association, the California Police Chiefs Association, the San Gabriel Valley Police Chiefs Association, the International Association of Chiefs of Police Chiefs, California Association of Property and Evidence, International Association for Property and Evidence Investigators, and a subscription service for various legal codes including, Legal Source Book, Penal Code and Vehicle Code. Total (\$3,700)

8090 Conference and Meeting Expenses

Provides funds for management training, conferences, transportation, and meeting expenses. This includes providing refreshments for local community and professional meetings of organizations such as the San Gabriel Valley Intelligence meetings and staff meetings (\$1,500). Funds are allocated for the Chief of Police, Deputy Chief, and Lieutenants to attend certain annual professional meetings and conferences, including the annual conferences for the California Police Chiefs Association (\$1,900); the Los Angeles County Police Chiefs Association (\$600); and for other personnel to attend miscellaneous meetings and conferences (\$3,000). Total (\$7,000)

8100 Vehicle Maintenance and Operations

Provides funds for the maintenance, repairs, and operational costs for the Police vehicle fleet, routine vehicle maintenance and collision repairs (\$45,000), tires (\$10,000), vehicle washes (\$3,500), and maintenance and

repairs of emergency equipment and vehicle computers (\$15,000). Total (\$74,000)

8105 Fuel and Electricity

Provides funds for fueling gasoline-powered and charging of electric-powered vehicles. Total (\$50,000)

8109 Equipment

Provides funds for equipment to include lethal and less lethal weapons, firearms, firearms accessories, electric control devices, miscellanies weapon accessories, training supplies including ammunition, range maintenance, and repairs. Total (\$25,000)

8110 Equipment Maintenance

Provides funds for the repair and maintenance of City-owned equipment, excluding police vehicles. This includes maintenance, calibration and repair of radar units, and maintenance and repair of office machines, police radios, video cameras, dispatch, and other equipment (\$15,000); Police station card reader system (\$7,000). Total (\$22,000)

8134 Safety Clothing/Equipment

Provides for the purchase of safety equipment and supplies for both sworn and civilian personnel, including uniforms for new employees (\$9,500), ballistic body armor (\$20,000), and other safety equipment and supplies for new employees (\$5,500). Total (\$35,000).

8140 Utilities

Electric Vehicle Charging Expenses. Total (\$30,000).

8170 Professional Services

Provides for specific needs such as: Arrestee blood alcohol tests and medical treatment (\$15,000), sexual assault and victim exams (\$5,000), medical exams, psychological evaluations, polygraph tests, and background investigations for candidates for employment (\$33,500), Pasadena or Glendale Police Department crime scene forensics technician and crime lab services (\$15,000), fingerprint tracing service (\$9,000), SecureWorks annual subscription and other software/license fees (\$39,516). Phoenix Group Information Systems city parking program management offset by revenue in Parking Citations account #4610-000, includes 5% increase (\$63,322.35). Total (\$171,338).

8180 Contract Services

Funds contracts that are provided for services such as: Pasadena Humane Society increased due to CPI adjustment of 3% (\$184,048), All City Management Crossing Guards, increased due to 10% estimated cost increase (\$363,009.24), inmate housing fees for Alhambra and Pasadena Police Departments (\$30,000), ICI Glendale/Pasadena Radio frequencies (\$20,000), CAD/RMS technical support (\$9,785), LexisNexis database (\$7,800), In-Time payroll management system (\$6,000), Foothill

Communications (\$12,900), Nixel notification system (\$4,300), Flock Camera System (\$30,000), Lexipol (\$11,000) – moved from Professional Services, Foothill Air Support Team helicopter support, increased by 7.57 % (\$38,405), Police Strategies LLC – Community Dashboard/RIPA (\$10,000), SDI – Subpoena integration (\$10,330). Total (\$737,577).

8200 Training Expense

Provides funds for non-P.O.S.T. non-refundable training courses and training materials for Police Department employees. Total (\$40,000)

8210 P.O.S.T. Training Expense

Provides for training courses and training materials required of police officers to retain or obtain P.O.S.T. certification. A portion of the training is P.O.S.T. reimbursable and goes back into the general fund. Total (\$30,000)

8176 Reserves and Volunteers

Provides for expenses associated with Volunteer Program and Police Reserve Officers to include uniforms maintenance and training. Total (\$3,500)

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| Acct                                                         | Tsk | Account Title              | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|--------------------------------------------------------------|-----|----------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 8101                                                         | 000 | Vehicle Lease (PD)         | -                 | -                 | 179,324           | 531,502            | 379,000              | 540,000             |
|                                                              |     | <OPERATIONS & MAINTENANCE> | -                 | -                 | 179,324           | 531,502            | 379,000              | 540,000             |
| 8540                                                         | 000 | Automotive Equipment       | -                 | (6,553)           | -                 | -                  | -                    | -                   |
|                                                              |     | <CAPITAL OUTLAY>           | -                 | (6,553)           | 179,324           | 531,502            | 379,000              | 540,000             |
| <b>[105-4011] Police Facilities &amp; Equip. Repl. Total</b> |     |                            | -                 | <b>(6,553)</b>    | <b>179,324</b>    | <b>531,502</b>     | <b>379,000</b>       | <b>540,000</b>      |

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|                      |                                             |                 |
|----------------------|---------------------------------------------|-----------------|
| <b>Budget Detail</b> | <b>Facilities and Equipment Maintenance</b> | <b>105-4011</b> |
|----------------------|---------------------------------------------|-----------------|

OPERATIONS & Maintenance

8101 Vehicle Lease (PD)

Five-year lease of police vehicles. The lease will provide 20 electric vehicles. The vehicle leasing costs will be budgeted annually. Total (\$540,000).

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| Acct                                            | Tsk | Account Title              | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|-------------------------------------------------|-----|----------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 7020                                            | 000 | Overtime                   | -                 | -                 | -                 | -                  | -                    | 236,385             |
|                                                 |     | <WAGES & BENEFITS>         | -                 | -                 | -                 | -                  | -                    | 236,385             |
| 8200                                            | 000 | Training Expense           | -                 | 20,100            | -                 | 10,000             | 10,000               | 10,000              |
|                                                 |     | <OPERATIONS & MAINTENANCE> | -                 | 20,100            | -                 | 10,000             | 10,000               | 10,000              |
| 8520                                            | 000 | Machinery & Equipment      | -                 | -                 | -                 | 50,000             | 50,000               | 50,000              |
|                                                 |     | <CAPITAL OUTLAY>           | -                 | -                 | -                 | 50,000             | 50,000               | 50,000              |
| <b>[270-4015] Police Asset Forfeiture Total</b> |     |                            | -                 | <b>20,100</b>     | -                 | <b>60,000</b>      | <b>60,000</b>        | <b>296,385</b>      |

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|               |                  |          |
|---------------|------------------|----------|
| Budget Detail | Asset Forfeiture | 270-4015 |
|---------------|------------------|----------|

## OPERATIONS & MAINTENANCE

### 7020 Overtime

Overtime for Asset Forfeiture. (Total \$236,385)

### 8200 Training Expenses

Law enforcement training and education—Training of investigators, sworn and non-sworn law enforcement personnel in any area necessary to perform official law enforcement duties, such as canine handler, narcotics, defensive tactics, criminal justice, language, constitutional law, accounting/finance, or forensics. Provided that the employees' regular duties require knowledge of these topics. (Total \$10,000)

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|               |                  |          |
|---------------|------------------|----------|
| Budget Detail | Asset Forfeiture | 270-4015 |
|---------------|------------------|----------|

## CAPITAL OUTLAY

### 8520 Machinery & Equipment

Costs associated with the purchase of law enforcement equipment for use by law enforcement personnel that supports law enforcement activities. (Total \$50,000)

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| Acct                                                 | Tsk | Account Title         | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|------------------------------------------------------|-----|-----------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 8520                                                 | 000 | Machinery & Equipment | 24,478            | 136,767           | -                 | 178,011            | 73,011               | 73,011              |
|                                                      |     | <CAPITAL OUTLAY>      | 24,478            | 136,767           | -                 | 178,011            | 73,011               | 73,011              |
| <b>[272-4018] Police State Grant - AB 3229 Total</b> |     |                       | <b>24,478</b>     | <b>136,767</b>    | <b>-</b>          | <b>178,011</b>     | <b>73,011</b>        | <b>73,011</b>       |

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|               |                            |          |
|---------------|----------------------------|----------|
| Budget Detail | Police Grants State / Cops | 272-4018 |
|---------------|----------------------------|----------|

**CAPITAL OUTLAY**

8520    Machinery & Equipment  
          Axon Enterprise Inc., digital storage, and upgrade current  
          equipment. Total (\$73,010.58)

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| Acct                                       | Tsk | Account Title         | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|--------------------------------------------|-----|-----------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 8520                                       | 000 | Machinery & Equipment | -                 | 125,360           | -                 | -                  | -                    | 350,049             |
|                                            |     | <CAPITAL OUTLAY>      | -                 | 125,360           | -                 | -                  | -                    | 350,049             |
| <b>[274-4019] Police Grant Total</b>       |     |                       | -                 | <b>125,360</b>    | -                 | -                  | -                    | <b>350,049</b>      |
| <b>274 - HOMELAND SECURITY GRANT TOTAL</b> |     |                       | -                 | <b>125,360</b>    | -                 | -                  | -                    | <b>350,049</b>      |

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|                      |                                |                 |
|----------------------|--------------------------------|-----------------|
| <b>Budget Detail</b> | <b>Homeland Security Grant</b> | <b>274-4019</b> |
|----------------------|--------------------------------|-----------------|

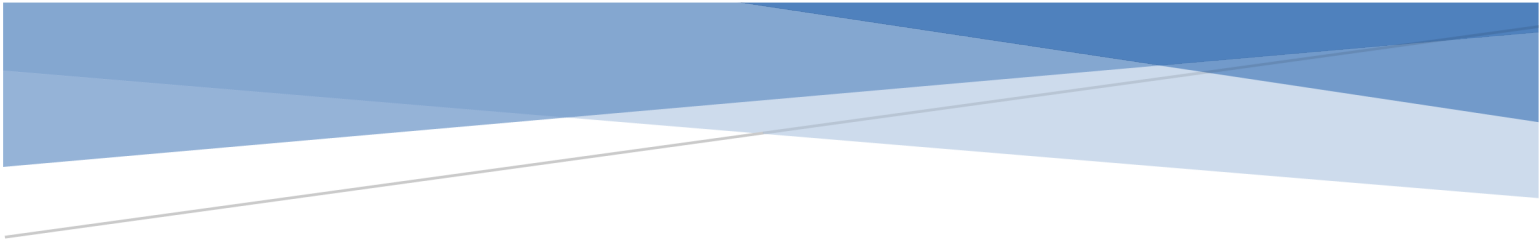
**Capital Outlay**

8520    Machinery & Equipment  
Urban Area Security Initiative (UASI) Grant Award, \$188,931 (2022) and  
\$161,118 (2023). (Total \$350,049)

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## **FIRE DEPARTMENT FISCAL YEAR 2024-25 BUDGET SNAPSHOT**

### **OVERVIEW**

The Fire Department provides for the protection of life, property, and the environment from the adverse effects of fires, medical emergencies, and hazardous conditions through progressive resource deployment. The Department offers Fire prevention programs and community education activities. The Fire Department provides emergency fire and life safety response services around the clock every day of the year.

#### **Notable Changes- Wages and Benefits**

Increases in wages and benefits are associated with increased retirement costs and health benefit costs.

#### **Notable Changes- Operations and Maintenance**

While there are no significant increases in Operations and Maintenance, some Operations and Maintenance costs have increased due to increases in the Consumer Price Index.

#### **Capital Outlay**

There are no proposed Capital Expenses for Fiscal Year 2024-25 Budget.

## Fire Chief

Fire Prevention  
Specialist

Management  
Assistant

### A- Shift

Division Chief  
(South Pasadena)

Captain (1)

Engineer (2)  
(1 Engineer position is  
underfilled by a  
FF/PM)

Firefighter/  
Paramedic (4)

### B- Shift

Division Chief  
(Shared)

Captain (1)

Engineer (2)  
(1 Engineer position is  
underfilled by a FF/PM)

Firefighter/  
Paramedic (4)

### C- Shift

Division Chief  
(San Marino)

Captain (1)

Engineer (2)

Firefighter/  
Paramedic (3)

|                                               | Actual           | Actual           | Actual           | Adopted          | Estimated        | Proposed         |
|-----------------------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| EXPENDITURE SUMMARY                           | 2020/21          | 2021/22          | 2022/23          | 2023/24          | 2023/24          | 2024/25          |
| Wages & Benefits                              | 5,775,579        | 7,146,473        | 6,610,710        | 6,533,402        | 5,917,344        | 6,480,279        |
| Operations & Maintenance                      | 572,103          | 617,116          | 755,162          | 822,200          | 823,450          | 848,500          |
| Capital Outlay                                | -                | -                | 157,675          | -                | -                | 300,000          |
| <b>Total Expenses by Category</b>             | <b>6,347,681</b> | <b>7,763,589</b> | <b>7,523,547</b> | <b>7,355,602</b> | <b>6,740,795</b> | <b>7,628,779</b> |
| [101-5011] Fire                               | 6,315,749        | 7,716,685        | 7,331,752        | 7,300,602        | 6,686,295        | 7,163,779        |
| [101-5012] Emergency Preparedness             | 31,932           | 46,904           | 39,748           | 55,000           | 54,500           | 45,000           |
| [105-5011] Facilities & Equipment Replacement | -                | -                | -                | -                | -                | -                |
| [206-5011] Fire                               | -                | -                | 152,047          | -                | -                | 420,000          |
| <b>Total Expenses by Program</b>              | <b>6,347,681</b> | <b>7,763,589</b> | <b>7,523,547</b> | <b>7,355,602</b> | <b>6,740,795</b> | <b>7,628,779</b> |

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| Acct                  | Tsk | Account Title                       | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|-----------------------|-----|-------------------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 7000                  | 000 | Salaries - Permanent                | 2,458,937         | 2,313,836         | 2,717,933         | 2,745,719          | 2,253,937            | 2,855,471           |
| 7010                  | 000 | Salaries - Temp / Part              | 27,627            | 28,119            | 11,226            | -                  | -                    | -                   |
| 7020                  | 000 | Overtime                            | 1,318,654         | 1,195,780         | 1,140,047         | 800,000            | 1,093,172            | 800,000             |
| 7030                  | 000 | Overtime - FLSA                     | 36,518            | 31,822            | 41,801            | 98,000             | 30,760               | 98,000              |
| 7035                  | 000 | Overtime - Fire Strike              | -                 | -                 | -                 | 300,000            | -                    | 300,000             |
| 7040                  | 000 | Holiday                             | 86,086            | 92,197            | 105,320           | 129,891            | 77,947               | 85,197              |
| 7045                  | 000 | Overtime - Special (Movie) Detail   | 134,178           | 175,185           | 165,698           | 100,000            | 78,917               | 100,000             |
| 7060                  | 000 | IOD - Safety                        | -                 | 282,808           | 187,905           | -                  | 204,887              | -                   |
| 7065                  | 000 | Fitness                             | 6,200             | 5,000             | 5,900             | 10,500             | 5,400                | 10,500              |
| 7070                  | 000 | Leave Buyback                       | -                 | -                 | 27,883            | 34,214             | 8,919                | 34,214              |
| 7100                  | 000 | Retirement                          | 941,079           | 2,489,658         | 1,320,327         | 538,397            | 490,381              | 561,370             |
| 7100                  | 010 | CalPERS UAL                         | -                 | -                 | -                 | 1,024,111          | 970,914              | 940,592             |
| 7108                  | 000 | Deferred Compensation               | 110,601           | (96,130)          | 24,144            | 26,898             | 37,395               | 28,056              |
| 7110                  | 000 | Workers Compensation                | 309,938           | 326,101           | 358,886           | 238,767            | 288,750              | 248,315             |
| 7120                  | 000 | Disability Insurance                | -                 | -                 | 125,126           | -                  | 18,710               | -                   |
| 7122                  | 000 | Unemployment Insurance              | 4,419             | -                 | -                 | -                  | -                    | -                   |
| 7130                  | 000 | Group Health Insurance              | 242,086           | 205,433           | 270,925           | 401,460            | 268,806              | 337,148             |
| 7140                  | 000 | Vision Insurance                    | 4,551             | 4,678             | 4,660             | 5,143              | 4,190                | 4,328               |
| 7150                  | 000 | Dental Insurance                    | 15,226            | 16,059            | 16,228            | 18,960             | 15,273               | 16,002              |
| 7160                  | 000 | Life Insurance                      | 2,120             | 2,129             | 2,134             | 2,277              | 1,993                | 2,269               |
| 7170                  | 000 | FICA - Medicare                     | 61,235            | 57,673            | 65,494            | 40,074             | 50,700               | 41,675              |
| 7180                  | 000 | Car/Uniform Allowance               | 16,125            | 16,125            | 19,073            | 18,992             | 16,295               | 17,143              |
|                       |     | <WAGES & BENEFITS>                  | 5,775,579         | 7,146,473         | 6,610,710         | 6,533,402          | 5,917,344            | 6,480,279           |
| 8000                  | 000 | Office Supplies                     | 3,688             | 3,815             | 3,510             | 3,700              | 3,675                | 3,700               |
| 8010                  | 000 | Postage                             | 1,061             | 733               | 909               | 1,100              | 2,755                | 1,100               |
| 8020                  | 000 | Special Department Expense          | 43,159            | 34,231            | 39,558            | 44,000             | 43,500               | 44,000              |
| 8024                  | 000 | Fire Strike Team Expense            | -                 | 2,193             | 14,654            | 15,000             | 15,000               | 15,000              |
| 8025                  | 000 | Medical Supplies                    | 132,574           | 38,761            | 121,288           | 36,500             | 36,500               | 39,500              |
| 8026                  | 000 | Hazardous Materials                 | -                 | 456               | 802               | 500                | 3,449                | 500                 |
| 8027                  | 000 | Ground Emergency Medical Transport  | -                 | 28,206            | 36,389            | 10,000             | -                    | 5,000               |
| 8034                  | 000 | K9 Expenses                         | -                 | -                 | 2,151             | 3,500              | 3,400                | 3,500               |
| 8050                  | 000 | Printing/Duplicating                | 1,249             | 1,000             | 2,573             | 500                | 683                  | 700                 |
| 8060                  | 000 | Dues & Memberships                  | 1,225             | 1,025             | 1,941             | 1,500              | 1,300                | 1,500               |
| 8080                  | 000 | Books/DVDs/CDs                      | 840               | -                 | 1,169             | 2,000              | 1,500                | 1,500               |
| 8090                  | 000 | Conference & Meeting Expense        | -                 | 1,994             | 2,414             | 3,000              | 3,000                | 3,000               |
| 8100                  | 000 | Vehicle Maintenance                 | 42,297            | 57,881            | 45,549            | 37,500             | 52,500               | 55,000              |
| 8105                  | 000 | Fuel                                | 20,637            | 21,857            | 9,693             | 30,000             | 30,000               | 30,000              |
| 8110                  | 000 | Equipment Maintenance               | 10,222            | 19,998            | 6,241             | 11,000             | 10,500               | 11,000              |
| 8120                  | 000 | Building Maintenance                | 9,029             | 20,168            | 4,909             | 10,000             | 9,816                | 10,000              |
| 8132                  | 000 | Uniform Expense/Cleaning            | -                 | -                 | -                 | -                  | -                    | -                   |
| 8134                  | 000 | Safety Clothing/Equipment           | 26,087            | 30,311            | 116,686           | 35,000             | 35,000               | 35,000              |
| 8140                  | 000 | Utilities                           | -                 | -                 | -                 | -                  | -                    | 1,500               |
| 8170                  | 000 | Professional Services               | 23,385            | 26,387            | 30,553            | 152,000            | 107,500              | 55,000              |
| 8180                  | 000 | Contract Services                   | 156,250           | 204,672           | 219,058           | 225,900            | 264,372              | 265,000             |
| 8183                  | 000 | Contract Services - Command Sharing | 58,723            | 64,766            | 41,243            | 132,500            | 132,500              | 90,000              |
| 8200                  | 000 | Training Expense                    | 9,745             | 11,757            | 14,124            | 12,000             | 12,000               | 12,000              |
|                       |     | <OPERATIONS & MAINTENANCE>          | 540,170           | 570,213           | 715,414           | 767,200            | 768,950              | 683,500             |
| 8520                  | 000 | Machinery & Equipment               | -                 | -                 | 5,628             | -                  | -                    | -                   |
|                       |     | <CAPITAL OUTLAY>                    | -                 | -                 | 5,628             | -                  | -                    | -                   |
| [101-5011] Fire Total |     |                                     | 6,315,749         | 7,716,685         | 7,331,752         | 7,300,602          | 6,686,295            | 7,163,779           |

**PERSONNEL SERVICES**

- 7000 Regular Salaries  
Provides funds for fire administration, command/suppression personnel, and support staff.
- 7010 Part-Time Salaries  
Provides funds for one part-time Management Aide to perform secretarial duties.
- 7020 Overtime  
Covers the cost of overtime for non-management personnel. Overtime is used for duties that cause an employee to work beyond their scheduled end-of-shift, and overtime required to fill minimal staffing requirements.
- 7035 Overtime-Fire Strike  
Covers the cost of overtime for non-management personnel for out of area strike team responses.
- 7040 Holiday  
Covers overtime compensation for employees required to work on Holidays.
- 7045 Overtime – Filming Detail  
Covers the cost of overtime for providing security at filming locations. The City is reimbursed fully by the film companies for this overtime.
- 7070 Leave Buyback  
Provides funds to employees who opt to sell back hours of their leave balances.

**OPERATIONS & MAINTENANCE**

- 8000 Office Supplies  
Provides funds for the purchase of departmental office supplies; stationary, file dividers, boxes, clipboards, filing cabinets, workstation supplies, printer supplies, copy paper, (Staples Business Advantage \$2,500); letter head, envelopes, printing, (Cantu Graphics Inc. \$500); other general office supplies, (Amazon Capital Services, Inc. \$700). Total (\$3,700).
- 8010 Postage  
Provides funds for department Fire and Life Safety bulk mailings;

inspection forms, paramedic subscription program correspondences, Federal and State Government mailings and postal expenses. Total (\$1,100).

8020 Special Department Supplies

Provides funds for extraordinary department supplies and services including: unanticipated damaged of firefighting equipment, EMS Personal Protective Equipment, uniforms not identified in Safety Clothing and Equipment (\$13,000); non-firefighting orientated equipment and station supplies, (\$6,000); station and apparatus cleaning supplies (\$4,500); linen services (CA Linen Services \$6,500); department identification cards (\$500); unanticipated repairs to front-line and reserve firefighting apparatus (\$13,500). Total (\$44,000).

8024 Fire Strike Team Expense

Covers the cost of out of area Strike Team responses including, but not limited to, fuel, hotel expenses, food, and other supplies. Total (\$15,000).

8025 Paramedic and Emergency Medical Services and Supplies

Provides funds for purchasing expendable medical supplies and equipment utilized during the delivery of paramedic and emergency medical services (Life Assist Inc. \$23,000); expendable medical supplies including oxygen, (Airgas USA \$4,000); intravenous fluids, and non-reusable medical devices, (Stericycle Inc. \$500); defibrillator pads, and required pharmaceuticals, and other medical supplies, (Zoll Medical Corp. \$12,000). Total (\$39,500).

8026 Hazardous Materials

Provides funding for the purchase of hazardous materials inspection and compliance materials and disposal of non-medical hazardous waste, (Stericycle Inc. \$500). Total (\$500).

8027 Ground Emergency Medical Transport

Provides funds for participation in the State's Ground Emergency Medical Transport Program that enables the City to recover costs associated with the transportation of Medi-Cal patients. Total (\$5,000).

8034 Accelerant Detection Canine

Provides funds for the purchase of supplies to support the department's accelerant detection canine (\$1,000); veterinarian bills (\$500); and annual re-certification costs (\$2,000). Total (\$3,500).

8050 Printing and Duplicating

Provides for printing and duplication of fire prevention and brush abatement literature, public education materials, and disaster preparedness documentation, printing Inspection Notices, Brush Violation

Notices (Cantu Graphics \$450); fire prevention materials, (Alert-All Corp \$250). (Total \$700)

8060 Dues and Membership

Provides funds for membership in the Los Angeles Area Fire Chiefs Associations, (\$700), Foothill Fire Chiefs and Training Officers Association, (\$500); Regional Arson Strike Team, L.A. Area Fire Marshalls Association, National Fire Protection Association, (\$300). (Total \$1,500)

8080 Books and Training Materials

Provides funds to purchase fire codes, training manuals, educational videos/software, and professional development literature. (Total \$1,500)

8090 Meeting and Conference Expense

Provides funds for conference attendance, meeting expenses, and transportation to two annual conferences hosted by the Los Angeles Area Fire Chiefs Association. (Total \$3,000)

8100 Vehicle Maintenance

Provides funding to cover the operating expenses, repairs, and preventive maintenance of all department vehicles. Repairs include emergency/unscheduled repairs to front line apparatus, (Valley Power Systems \$37,000, Emergency Vehicle Group \$5,000); replace and service fire apparatus tires, (Parkhouse Tires \$4,000); service and repair of Air Utility air compressor, (Air Compressed Specialist \$4,000); replacement and service of apparatus batteries, (Interstate Batteries \$2,000); repairs and service to utility truck and staff vehicles, (Jack's Auto Repair \$3,000). (Total \$55,000)

8105 Fuel

Provides fuel for fire apparatus (\$25,000 Diesel fuel) and (\$5,000 unleaded gasoline). (Total \$30,000)

8110 Equipment Maintenance

Provides funds for the maintenance, repair, or replacement of department rescue saws, hydraulic extrication equipment, lighting equipment, technical rescue tools, and related emergency response equipment (LN Curtis \$5,000, All-Star Fire Equipment \$4,000 and Extreme Safety \$2,000). (Total \$11,000)

8120 Building Maintenance

Provides funds for cleaning supplies, maintenance, and minor repair of the fire station facility (Westlake Hardware \$5,000 and Home Depot \$3,000); routine repair and maintenance costs related to gasoline and diesel fuel distribution system (\$2,000). (Total \$10,000)



- 8134 Safety Clothing and Equipment  
Provides funds to purchase and maintain Cal OSHA mandated personal protective equipment, structural firefighting gear, brush firefighting gear, self-contained breathing apparatus, and chemical protective suits (All-Star Fire Equipment \$20,000, LN Curtis \$10,000, Gall's \$2,500 and Tom's Uniforms \$2,500). (Total \$35,000)
- 8140 Utilities  
Electricity annual charges (\$1,500). (Total \$1,500)
- 8170 Professional Services  
Provides funds for contract services that provide mandated medical continuing education for paramedics and firefighters, emergency medical services program quality assurance (UCLA Regents/Medical Center \$38,000); critical incident stress counseling and mental health services (Premier First Responders CISD \$10,000); employee medical monitoring including bi-annual physicals, new employee physicals, communicable disease prevention training (St. George Occupational Health \$3,500); Cal OSHA mandated respiratory protection annual testing (\$3,500). (Total \$55,000)
- 8180 Contract Services  
Provides funds for comprehensive fire dispatching and emergency radio communications services from the Verdugo Dispatch Center (\$175,000); third party paramedic services billing through Wittman Enterprises LLC (\$79,000); software to support electronic paramedic patient forms from Digital EMS Solutions (\$7,500); Software to support dispatch mobile computer terminals in fire apparatus (ESO Solutions \$3,000); and software to support the electronic fuel pumps for fire apparatus from EJ Ward (\$500). (Total \$265,000)
- 8183 Contract Services – San Marino  
Provides funds for comprehensive shared Fire Command Staff of one (1) shared Division Chief and associated equipment with the City of San Marino, (\$85,000); training platform to support the shared agreement, (Target Solutions \$5,000). (Total \$90,000)
- 8200 Training Expense  
Provides funds for mandated and specialized training necessary for the maintenance of technical firefighting, rescue skills, and paramedic recertification. Includes training for Department managers and supervisors in leadership and safety compliance issues. (\$7,000); use of multi-agency Training Tower (\$5,000). (Total \$12,000)

|                                                |     |                            | Actual        | Actual        | Actual        | Adopted       | Estimated     | Proposed      |
|------------------------------------------------|-----|----------------------------|---------------|---------------|---------------|---------------|---------------|---------------|
| Acct                                           | Tsk | Account Title              | 2020/21       | 2021/22       | 2022/23       | 2023/24       | 2023/24       | 2024/25       |
| 8020                                           | 000 | Special Department Expense | 31,932        | 46,904        | 32,248        | 29,500        | 29,000        | 30,000        |
| 8180                                           | 000 | Contract Services          | -             | -             | 7,500         | 25,500        | 25,500        | 15,000        |
|                                                |     | <OPERATIONS & MAINTENANCE> | 31,932        | 46,904        | 39,748        | 55,000        | 54,500        | 45,000        |
| <b>[101-5012] Emergency Preparedness Total</b> |     |                            | <b>31,932</b> | <b>46,904</b> | <b>39,748</b> | <b>55,000</b> | <b>54,500</b> | <b>45,000</b> |

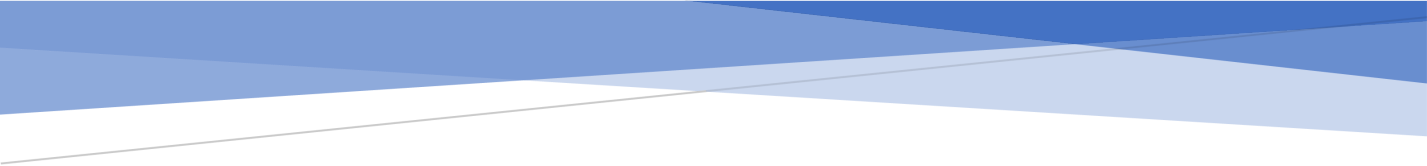
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**OPERATIONS & MAINTENANCE**8020 Special Department Expense

Provides funds for operational items such as EOC supplies and operations and disaster preparedness supplies (Direct TV \$1,500, Satellite phones \$2,000), EOC training for Department Directors and supplies to support EOC functionality (\$3,500); Black Board Connect Mass Communication System (Blackboard Connect \$18,000); supplies and equipment to support the City's Community Emergency Response Team (\$5,000). Total (\$30,000).

8180 Contract Services

Provides funds for managing hazardous vegetation on City owned vacant properties (\$15,000). Total (\$15,000).



## PUBLIC WORKS DEPARTMENT FISCAL YEAR 2024-25 BUDGET SNAPSHOT

### OVERVIEW

The Public Works department is pleased to submit the Fiscal Year 24-25 budget proposal. The Public Works Department is comprised of five divisions: the Transportation Division, the Engineering Division, the Operations & Maintenance Division, the Environmental Services & Sustainability Division, and the Water Division.

The Transportation Division is responsible for:

- Planning transportation projects and organizing community input on project planning.
- Interagency Coordination related to transportation matters (METRO, Arroyo Verdugo Communities Joint Powers Authority, San Gabriel Valley Council of Governments, Federal Highway Administration, Caltrans, LA County, and neighboring jurisdictions).
- Transportation programs and traffic operations, including active transportation, Intelligent Transportation Systems, and transit.
- Supporting the Mobility and Transportation Infrastructure Commission.

The Engineering Division is responsible for:

- Coordination with LA County and neighboring jurisdictions related to engineering or public right-of-way matters.
- Capital Improvement Projects, including design, plan review, construction management, and inspections.
- Private Developments, plan reviews, right of way improvements' inspections, traffic, and environmental impact studies.
- Issuance of right of way encroachment permits.
- Supporting the Public Works Commission.
- Utility Coordination.

The Operations & Maintenance Division is responsible for:

- Parks Maintenance and Urban Forest Management.
- Facilities Maintenance and Building Management.
- Maintenance and operation of traffic signals, street lights, and pedestrian crossing devices.

- Street, sidewalk, curb, and gutter maintenance.
- Traffic control setup for special City events.
- Storm drain and sewer system maintenance.

The Environmental Services & Sustainability Division is responsible for:

- Compliance of state mandates involving waste (including, but not limited to, AB1594, SB1383, AB1826, AB2048, AB827, AB939, etc.), water conservation (implementation of drought restrictions), emissions reductions (AB32, etc.), etc.
- Management of City's waste hauling and recycling contracts and services.
- Development, implementation, and management of water conservation programs including, but not limited to, rebates, assessments, workshops, education, and outreach.
- Coordination of sustainability events including, but not limited to, Earth Day events, Compost and Mulch Giveaways, Community Workshops/Meetings, etc.
- Working with City non-profit organizations to promote sustainability in the community and provide sustainability education.
- Working with regional and state organizations such as San Gabriel Valley Council of Governments, San Gabriel Valley Mosquito and Vector Control District, Upper San Gabriel Valley Municipal Water District, Metropolitan Water District, California Department of Resources Recycling and Recovery (CalRecycle), Clean Power Alliance, and others.
- Implementation of the City's Green Action Plan (Green Plan) and Climate Action Plan (CAP) including, but not limited to, building electrification, plastics reduction, energy efficiency, leaf blower restriction, and carbon sequestration measures.
- National Pollutant Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) stormwater compliance.
- Supporting the Natural Resources & Environmental Commission.

The Water Division is responsible for:

- Water production, treatment, and distribution, delivering of safe, clean water to over 6,200 connections.
- Water infrastructure maintenance consisting of eight water storage tanks, six pump stations, and approximately 80 miles of pipelines.
- Water resources planning and coordination for short and long-term reliable water supplies.

### Notable Changes - Wages and Benefits

- Increases in Wages and Benefits due to cost-of-living increases and increases in retirement and health insurance. Through the last fiscal year, several positions were created or budgeted from authorized positions, including a Principal Engineer, Management Analyst focused on Water Conservation, and a Water Operations Supervisor.

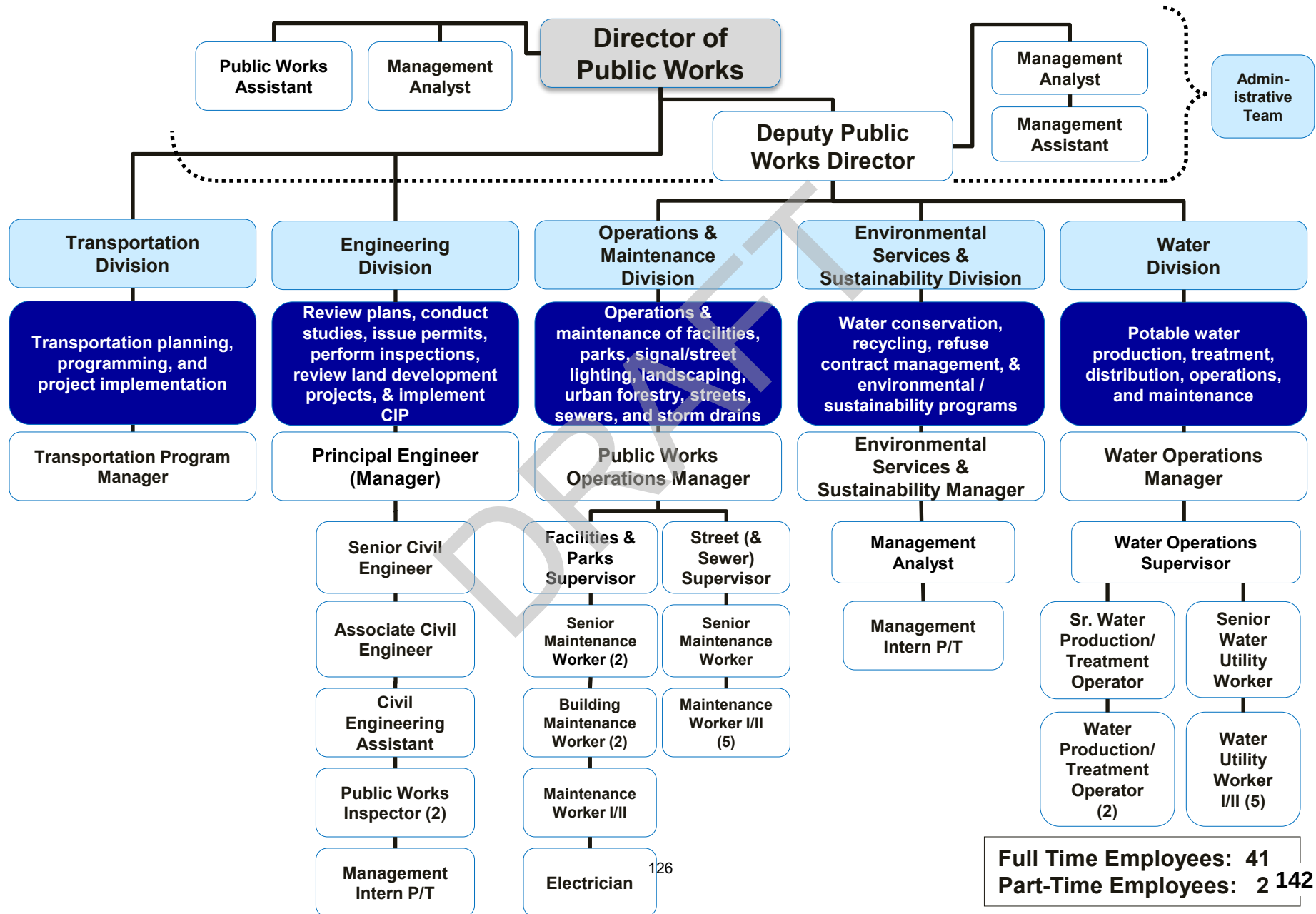
### Notable Changes - Operating Budget

- Representing Transportation as its own division outside of Engineering.
- Necessary adjustments to energy costs such as fuel and utilities, and regulatory permit costs – attributing to eligible special funds where applicable.
- Continuing negotiated fixed 3-year rates for urban forest and landscape maintenance.
- Reduction in General Fund services related to finalizing Athens services and contract update, concluding current Residential Slow Street Implementation and completing 2023-2024 Pavement Condition Survey.  
Organizing parks maintenance budget and showing bee removal as a line item.  
Increases for pest, rodent, and insect control.
- Adjustments to Water budget for maintenance of aging vehicles and equipment, replacement of vehicles, backflow device testing and repair.

### Capital Outlay

- Street Maintenance - Operations & Maintenance Division utility truck.
- Street Maintenance - Asphalt repair vehicle.
- Water Distribution - Water Division Vehicles, forklift, and compressor.
- Water Production - Valve Truck for preventative maintenance valve exercise program.
- Water Production – Supervisory Control and Data Acquisition (SCADA) computer equipment.
- Water Efficiency - Vehicle refurbishment for environmental conservation promotion.

# Public Works Department



**Full Time Employees: 41**  
**Part-Time Employees: 2 142**

|                                      | Actual           | Actual            | Actual            | Adopted           | Estimated         | Proposed          |
|--------------------------------------|------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| EXPENDITURE SUMMARY                  | 2020/21          | 2021/22           | 2022/23           | 2023/24           | 2023/24           | 2024/25           |
| Wages & Benefits                     | 3,785,885        | 4,005,277         | 3,998,445         | 5,293,365         | 4,390,564         | 5,411,214         |
| Operations & Maintenance             | 4,649,429        | 6,303,546         | 6,603,378         | 11,679,653        | 9,012,154         | 11,618,276        |
| Capital Outlay                       | 196,125          | 34,302            | -                 | 857,000           | -                 | 1,010,734         |
| Other Expenses                       | -                | -                 | -                 | -                 | -                 | -                 |
| <b>Total Expenses by Category</b>    | <b>8,631,439</b> | <b>10,343,125</b> | <b>10,601,822</b> | <b>17,830,018</b> | <b>13,402,718</b> | <b>18,040,224</b> |
| [101-6011] PW Admin & Engineering    | 618,493          | 572,717           | 678,021           | 1,243,249         | 1,069,617         | 765,441           |
| [101-6015] Environmental Services    | 653              | 55,009            | 144,438           | 207,480           | 115,031           | 288,355           |
| [101-6410] Park Maintenance          | 476,793          | 581,680           | 539,630           | 975,901           | 932,284           | 1,067,973         |
| [101-6601] Facilities Maintenance    | 826,985          | 901,702           | 974,407           | 1,344,778         | 1,167,024         | 1,525,786         |
| [105-6011] PW Admin & Engineering    | -                | -                 | -                 | -                 | -                 | -                 |
| [206-6011] PW Admin & Engineering    | -                | -                 | -                 | -                 | -                 | -                 |
| [207-6011] PW Admin & Engineering    | 40,199           | 62,240            | -                 | -                 | 30,000            | -                 |
| [210-6501] Sewer Operations          | 575,992          | 830,975           | 897,479           | 1,240,680         | 872,921           | 1,366,836         |
| [210-9990] Unfunded Liabilities      | -                | -                 | -                 | -                 | -                 | -                 |
| [210-9997] Unfunded Liabilities      | -                | -                 | -                 | -                 | -                 | -                 |
| [215-6115] Traffic Signals           | 162,424          | 276,512           | 304,529           | 401,000           | 374,436           | 412,500           |
| [215-6118] Sidewalk Maintenance      | -                | -                 | -                 | -                 | -                 | -                 |
| [215-6201] Street Lighting           | 191,600          | 297,921           | 280,739           | 403,438           | 343,371           | 403,203           |
| [215-6310] Street Trees              | 525,457          | 638,121           | 638,838           | 758,744           | 731,961           | 734,950           |
| [215-6416] Median Strips             | 51,718           | 56,495            | 37,674            | 152,500           | 152,500           | 152,500           |
| [218-2270] Clean Air Act             | 35,924           | -                 | -                 | -                 | -                 | -                 |
| [230-6116] Street Maintenance        | 583,237          | 613,262           | 749,673           | 1,348,761         | 909,287           | 1,230,905         |
| [232-6417] Prop "A" Park Maintenance | 27,957           | 54,329            | 46,543            | 118,000           | 44,600            | 103,500           |
| [233-6011] PW Admin & Engineering    | -                | -                 | 21,020            | 128,472           | 244,953           | 104,342           |
| [236-6011] PW Admin & Engineering    | 25,185           | -                 | 39,410            | 228,472           | 464,481           | 272,209           |
| [238-6501] Sewer Operations          | -                | -                 | -                 | -                 | -                 | -                 |
| [239-6011] PW Admin & Engineering    | 42,555           | 94,695            | 154,695           | 313,138           | 209,180           | 238,404           |
| [248-6011] PW Admin & Engineering    | -                | -                 | -                 | -                 | -                 | -                 |
| [249-6011] PW Admin & Engineering    | 10,745           | 301,052           | 90,033            | -                 | -                 | -                 |
| [247-6011] PW Admin & Engineering    | -                | -                 | -                 | 45,000            | -                 | -                 |
| [277-6011] PW Admin & Engineering    | -                | -                 | -                 | -                 | -                 | -                 |
| [310-6501] Sewer Operations          | 0                | -                 | -                 | -                 | -                 | -                 |
| [500-6710] Water Distribution        | 1,159,330        | 1,839,847         | 1,947,510         | 3,410,433         | 2,811,509         | 3,540,599         |
| [500-6711] Water Production          | 3,142,676        | 3,006,811         | 2,880,202         | 5,145,531         | 2,712,735         | 5,496,601         |
| [500-9990] Unfunded Liabilities      | -                | -                 | -                 | -                 | -                 | -                 |
| [503-6713] Water Efficiency          | 133,516          | 159,756           | 176,983           | 364,442           | 216,829           | 336,121           |
| <b>Total Expenses by Program</b>     | <b>8,631,439</b> | <b>10,343,125</b> | <b>10,601,822</b> | <b>17,830,018</b> | <b>13,402,718</b> | <b>18,040,224</b> |



| Acct                                               | Tsk | Account Title                | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|----------------------------------------------------|-----|------------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 7000                                               | 000 | Salaries - Permanent         | 2,458,937         | 2,313,836         | 2,717,933         | 2,745,719          | 2,253,937            | 2,855,471           |
| 7010                                               | 000 | Salaries - Temp / Part       | 27,627            | 28,119            | 11,226            | -                  | -                    | -                   |
| 7020                                               | 000 | Overtime                     | 1,318,654         | 1,195,780         | 1,140,047         | 800,000            | 1,093,172            | 800,000             |
| 7000                                               | 000 | Salaries - Permanent         | 281,814           | 188,755           | 309,331           | 479,259            | 399,485              | 353,986             |
| 7010                                               | 000 | Salaries - Temp / Part       | 19,665            | 17,651            | 12,983            | 31,247             | 4,328                | 2,313               |
| 7020                                               | 000 | Overtime                     | 2,637             | 3,829             | 3,125             | -                  | 1,783                | 1,800               |
| 7040                                               | 000 | Holiday                      | 13,506            | 4,970             | -                 | -                  | 218                  | 114                 |
| 7070                                               | 000 | Leave Buyback                | -                 | -                 | -                 | 3,919              | -                    | 3,919               |
| 7100                                               | 000 | Retirement                   | 62,484            | 142,928           | 74,822            | 50,837             | 42,936               | 37,463              |
| 7100                                               | 010 | CalPERS UAL                  | -                 | -                 | -                 | 71,623             | 72,265               | 55,681              |
| 7108                                               | 000 | Deferred Compensation        | 8,684             | (7,481)           | 2,298             | 4,793              | 4,137                | 3,540               |
| 7110                                               | 000 | Workers Compensation         | 4,018             | 2,914             | 3,932             | 6,120              | 4,973                | 3,963               |
| 7120                                               | 000 | Disability Insurance         | 12,937            | 12,372            | 3,391             | -                  | 18,840               | -                   |
| 7122                                               | 000 | Unemployment Insurance       | -                 | -                 | -                 | -                  | -                    | -                   |
| 7130                                               | 000 | Group Health Insurance       | 31,470            | 18,888            | 29,136            | 68,466             | 46,655               | 40,927              |
| 7140                                               | 000 | Vision Insurance             | 757               | 507               | 623               | 983                | 786                  | 579                 |
| 7150                                               | 000 | Dental Insurance             | 2,831             | 1,891             | 2,433             | 3,908              | 3,165                | 2,146               |
| 7160                                               | 000 | Life Insurance               | 344               | 253               | 324               | 455                | 378                  | 300                 |
| 7170                                               | 000 | FICA - Medicare              | 4,692             | 4,492             | 5,302             | 9,340              | 6,269                | 5,310               |
| <WAGES & BENEFITS>                                 |     |                              | 445,841           | 391,969           | 447,702           | 730,949            | 606,217              | 512,041             |
| 8000                                               | 000 | Office Supplies              | 1,147             | 2,543             | 3,201             | 3,000              | 3,000                | 3,000               |
| 8010                                               | 000 | Postage                      | 617               | 975               | 705               | 2,000              | 1,000                | 2,000               |
| 8020                                               | 000 | Special Department Expense   | 23,082            | 30,689            | 63,781            | 31,000             | 15,800               | 25,000              |
| 8040                                               | 000 | Advertising                  | 98                | 8,031             | 3,727             | 2,000              | 1,500                | 2,000               |
| 8050                                               | 000 | Printing/Duplicating         | 4,517             | 3,572             | 465               | 7,500              | 6,000                | 7,500               |
| 8060                                               | 000 | Dues & Memberships           | 847               | -                 | 706               | 4,400              | 2,400                | 3,700               |
| 8090                                               | 000 | Conference & Meeting Expense | 25                | -                 | 827               | 3,700              | 3,700                | 3,700               |
| 8100                                               | 000 | Vehicle Maintenance          | 1,640             | 3,137             | 2,000             | 2,000              | 1,000                | 1,000               |
| 8105                                               | 000 | Fuel                         | -                 | -                 | 45,404            | 3,000              | 2,000                | 2,000               |
| 8110                                               | 000 | Equipment Maintenance        | -                 | -                 | -                 | -                  | -                    | -                   |
| 8134                                               | 000 | Safety Clothing/Equipment    | -                 | -                 | 836               | 1,500              | 1,500                | 1,500               |
| 8170                                               | 000 | Professional Services        | 139,386           | 131,801           | 107,867           | 400,000            | 400,000              | 175,000             |
| 8180                                               | 000 | Contract Services            | 1,294             | -                 | -                 | 50,000             | 25,000               | 25,000              |
| 8200                                               | 000 | Training Expense             | -                 | -                 | 799               | 2,200              | 500                  | 2,000               |
| 8300                                               | 000 | Lease Payment                | -                 | -                 | -                 | -                  | -                    | -                   |
| <OPERATIONS & MAINTENANCE>                         |     |                              | 172,652           | 180,747           | 230,319           | 512,300            | 463,400              | 253,400             |
| <b>[101-6011] PW Admin &amp; Engineering Total</b> |     |                              | <b>618,493</b>    | <b>572,717</b>    | <b>678,021</b>    | <b>1,243,249</b>   | <b>1,069,617</b>     | <b>765,441</b>      |

|                      |                                    |                 |
|----------------------|------------------------------------|-----------------|
| <b>Budget Detail</b> | <b>PUBLIC WORKS ADMINISTRATION</b> | <b>101-6011</b> |
|----------------------|------------------------------------|-----------------|

## **PERSONNEL SERVICES**

- 7000 Salaries – Regular Employees  
Provides the partial compensation for Engineering Division & Administrative Staff. Refer to the Appendix for a detailed allocation list.
- 7010 Salaries – Part-Time  
Provides partial compensation for seasonal and other non-salaried part-time employees.
- 7020 Overtime  
Covers the cost of overtime for non-management staff attending commission meetings and, as authorized, official City events outside of regular office hours.
- 7070 Leave Buyback  
Funds to employees who opt to sell back hours of their leave balances.

## **OPERATIONS & MAINTENANCE**

- 8000 Office Supplies  
Funds department office supplies. (Total \$3,000)
- 8010 Postage  
Funds City mailings and overnight deliveries. (Total \$2,000)
- 8020 Department Expense  
Provides funds for Public Works Engineering supplies and services including county assessor maps, and data updates (\$4,000), expenditures related to promotional materials, event supplies, or other materials (\$1,000), annual software subscriptions (\$15,000), LA County Recorder recording fees (\$1,000), Other Regulatory Fees (\$4,000). (Total \$25,000)
- 8040 Advertising  
Provides funds for advertising of legal notices, recruitment postings, and notices of various City activities. (Total \$2,000)
- 8050 Printing and Duplication  
Provides funds for the printing and duplication of materials, utility bill inserts, business cards, reprographic costs for oversized maps and plans,

and costs for duplications of plans and specifications for bidding purposes. (Total \$7,500)

8060 Dues, Memberships, Subscriptions, and Books

Provides funds for membership fees, dues, subscriptions, and publications of professional organizations such as the American Society of Civil Engineers (ASCE) (\$2,100) and the American Public Works Association (APWA) (\$1,600). (Total \$3,700)

8090 Conference and Meeting Expense

Provides funds for conference registration and meeting expenses. (Total \$3,700)

8100 Vehicle Maintenance and Operations

Provides funds for operating vehicles including routine maintenance services, smog certifications, and repairs. (Total \$1,000)

8105 Fuel

Provides funds for operational fuel expenses. (Total \$2,000)

8134 Safety Clothing/Equipment

Provides for the purchase of safety equipment including but not limited to safety boots (\$750), and first-aid supplies (\$750). (Total \$1,500)

8170 Professional Services

Professional on-call engineering services (\$170,000) , Geographic Information System (GIS) maintenance services (\$5,000). (Total \$175,000)

8180 Contract Services

Contract Services for Engineering Program Implementation. (Total \$25,000)

8200 Training Expense

Provides funds for training seminars, materials, and job-related training sessions for engineers, inspectors, and administrative staff, as well as books and manuals. (Total \$2,000)

| Acct                                           | Tsk | Account Title                      | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|------------------------------------------------|-----|------------------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 7000                                           | 000 | Salaries - Permanent               | 2,458,937         | 2,313,836         | 2,717,933         | 2,745,719          | 2,253,937            | 2,855,471           |
| 7000                                           | 000 | Salaries - Permanent               | -                 | (3,029)           | 35,369            | 56,167             | 41,607               | 134,835             |
| 7010                                           | 000 | Salaries - Temp / Part             | -                 | -                 | 1,667             | -                  | 99                   | -                   |
| 7020                                           | 000 | Overtime                           | -                 | -                 | 394               | -                  | 164                  | -                   |
| 7070                                           | 000 | Leave Buyback                      | -                 | -                 | -                 | 980                | -                    | 980                 |
| 7100                                           | 000 | Retirement                         | -                 | 49                | 16,252            | 6,249              | 4,864                | 12,776              |
| 7100                                           | 010 | CalPERS UAL                        | -                 | -                 | -                 | 10,002             | 10,092               | 11,486              |
| 7108                                           | 000 | Deferred Compensation              | -                 | 4                 | 350               | 562                | 411                  | 1,348               |
| 7110                                           | 000 | Workers Compensation               | -                 | 5                 | 419               | 610                | 433                  | 1,731               |
| 7120                                           | 000 | Disability Insurance               | -                 | -                 | -                 | -                  | -                    | -                   |
| 7130                                           | 000 | Group Health Insurance             | -                 | -                 | 1,916             | 7,914              | 3,423                | 23,331              |
| 7140                                           | 000 | Vision Insurance                   | -                 | -                 | 60                | 112                | 65                   | 204                 |
| 7150                                           | 000 | Dental Insurance                   | -                 | -                 | 222               | 421                | 244                  | 990                 |
| 7160                                           | 000 | Life Insurance                     | -                 | -                 | 28                | 50                 | 31                   | 119                 |
| 7170                                           | 000 | FICA - Medicare                    | -                 | 6                 | 565               | 814                | 600                  | 1,955               |
|                                                |     | <WAGES & BENEFITS>                 | -                 | (2,965)           | 57,242            | 83,880             | 62,031               | 189,755             |
| 8010                                           | 000 | Postage                            | -                 | -                 | 4,141             | 5,000              | 1,000                | 5,000               |
| 8020                                           | 000 | Special Department Expense         | 421               | 57,765            | 876               | 25,000             | 5,000                | 15,000              |
| 8040                                           | 000 | Advertising                        | -                 | -                 | 1,590             | 3,000              | 3,000                | 3,000               |
| 8050                                           | 000 | Printing/Duplicating               | -                 | -                 | 10,897            | 15,000             | 15,000               | 15,000              |
| 8060                                           | 000 | Dues & Memberships                 | -                 | -                 | -                 | -                  | -                    | -                   |
| 8090                                           | 000 | Conference & Meeting Expense       | -                 | -                 | 29                | 600                | -                    | 600                 |
| 8140                                           | 000 | Utilities                          | 232               | 209               | 147               | -                  | -                    | -                   |
| 8170                                           | 000 | Professional Services              | -                 | -                 | 69,515            | 75,000             | 29,000               | 60,000              |
| 8172                                           | 000 | Professional Svcs. - Oil Recycling | -                 | -                 | -                 | -                  | -                    | -                   |
| 8180                                           | 000 | Contract Services                  | -                 | -                 | -                 | -                  | -                    | -                   |
|                                                |     | <OPERATIONS & MAINTENANCE>         | 653               | 57,974            | 87,196            | 123,600            | 53,000               | 98,600              |
| 8500                                           | 000 | Building & Improvements            | -                 | -                 | -                 | -                  | -                    | -                   |
|                                                |     | <CAPITAL OUTLAY>                   | -                 | -                 | -                 | -                  | -                    | -                   |
| <b>[101-6015] Environmental Services Total</b> |     |                                    | <b>653</b>        | <b>55,009</b>     | <b>144,438</b>    | <b>207,480</b>     | <b>115,031</b>       | <b>288,355</b>      |

| ENVIRONMENTAL SERVICES |          |
|------------------------|----------|
| Budget Detail          | 101-6015 |

## PERSONNEL SERVICES

- 7000 Salaries – Regular Employees  
Provides the partial compensation for the Environmental Services & Sustainability Division & Administrative Staff. Refer to the Appendix for a detailed allocation list.
- 7010 Salaries – Part-Time  
Provides partial compensation for seasonal and other non-salaried part-time employees.
- 7020 Overtime  
Covers the cost of overtime for non-management staff attending commission meetings and, as authorized, official City events outside of regular office hours.
- 7070 Leave Buyback  
Provides funds to employees who opt to sell back hours of their leave balances.

## OPERATIONS & MAINTENANCE

- 8010 Postage  
Funds postal related expenses for environmental newsletters and documents. (Total \$5,000)
- 8020 Department Expense  
Funds supplies and materials related to the implementation of the Green Action Plan, Climate Action Plan, and Environmental/Sustainability programs. (Total \$15,000)
- 8040 Advertising  
Funds Newspaper advertisement for environmental/sustainability notifications and events. (Total \$3,000)
- 8050 Printing and Duplication  
Funds expenditures related to printing, document production, flyers, bill inserts, door hangers, custom items, and other media, marketing, or materials. (Total \$15,000)
- 8090 Conference and Meeting Expense

Funds for conference registration and meeting expenses. (Total \$600)

8170 Professional Services

Funds the professional environmental & sustainability services and studies related to the Climate Action Plan and Green Action Plan, and state, county, and local mandates such as Organic Waste Recycling requirements. (Total \$60,000)

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| Acct                                     | Tsk | Account Title              | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|------------------------------------------|-----|----------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 7000                                     | 000 | Salaries - Permanent       | 105,806           | 120,337           | 108,417           | 101,744            | 78,531               | 178,908             |
| 7020                                     | 000 | Overtime                   | 2,695             | 1,673             | 2,814             | -                  | 2,130                | 2,167               |
| 7040                                     | 000 | Holiday                    | 5,514             | 2,967             | -                 | 2,902              | 341                  | 2,393               |
| 7055                                     | 000 | IOD - Non Safety           | -                 | -                 | -                 | -                  | -                    | -                   |
| 7070                                     | 000 | Leave Buyback              | -                 | -                 | -                 | 1,539              | -                    | 1,539               |
| 7100                                     | 000 | Retirement                 | 22,940            | 53,745            | 37,157            | 10,992             | 8,783                | 18,716              |
| 7100                                     | 010 | CalPERS UAL                | -                 | -                 | -                 | 16,478             | 16,626               | 26,719              |
| 7108                                     | 000 | Deferred Compensation      | 4,941             | (1,973)           | 888               | 1,013              | 786                  | 1,784               |
| 7110                                     | 000 | Workers Compensation       | 3,948             | 3,365             | 2,472             | 3,472              | 2,556                | 6,205               |
| 7120                                     | 000 | Disability Insurance       | 1,794             | -                 | 1,311             | -                  | -                    | -                   |
| 7130                                     | 000 | Group Health Insurance     | 15,228            | 11,177            | 12,820            | 26,874             | 13,014               | 29,118              |
| 7140                                     | 000 | Vision Insurance           | 324               | 299               | 268               | 330                | 212                  | 408                 |
| 7150                                     | 000 | Dental Insurance           | 1,213             | 1,118             | 1,002             | 1,234              | 782                  | 1,499               |
| 7160                                     | 000 | Life Insurance             | 137               | 132               | 121               | 149                | 99                   | 223                 |
| 7170                                     | 000 | FICA - Medicare            | 1,746             | 1,764             | 1,667             | 1,475              | 1,116                | 2,594               |
|                                          |     | <WAGES & BENEFITS>         | <b>166,287</b>    | <b>194,602</b>    | <b>168,936</b>    | <b>168,201</b>     | <b>124,978</b>       | <b>272,273</b>      |
| 8000                                     | 000 | Office Supplies            | 454               | 498               | 660               | 1,000              | 1,855                | 1,000               |
| 8020                                     | 000 | Special Department Expense | 15,261            | 14,548            | 26,134            | 56,200             | 43,200               | 56,200              |
| 8070                                     | 000 | Mileage/Auto Allowance     | -                 | -                 | 86                | 500                | 350                  | 500                 |
| 8100                                     | 000 | Vehicle Maintenance        | 1,032             | 1,500             | 1,500             | 7,000              | 6,500                | 7,000               |
| 8110                                     | 000 | Equipment Maintenance      | 773               | 922               | 797               | 5,000              | 4,000                | 5,000               |
| 8140                                     | 000 | Utilities                  | 46,052            | 56,477            | 44,329            | 50,000             | 50,000               | 55,000              |
| 8170                                     | 000 | Professional Services      | -                 | 10,000            | 15,041            | 15,000             | 15,000               | 15,000              |
| 8180                                     | 000 | Contract Services          | 238,938           | 294,470           | 268,213           | 651,000            | 665,701              | 634,000             |
| 8200                                     | 000 | Training Expense           | 34                | -                 | 389               | 2,000              | 700                  | 2,000               |
| 8262                                     | 000 | Graffiti Removal           | 7,962             | 8,664             | 12,711            | 20,000             | 20,000               | 20,000              |
| 8229                                     | 000 | Taxes                      | -                 | -                 | 834               | -                  | -                    | -                   |
|                                          |     | <OPERATIONS & MAINTENANCE> | <b>310,506</b>    | <b>387,078</b>    | <b>369,860</b>    | <b>807,700</b>     | <b>807,306</b>       | <b>795,700</b>      |
| <b>[101-6410] Park Maintenance Total</b> |     |                            | <b>476,793</b>    | <b>581,680</b>    | <b>539,630</b>    | <b>975,901</b>     | <b>932,284</b>       | <b>1,067,973</b>    |

**PERSONNEL SERVICES**

- 7000 Salaries – Regular Employees  
Provides partial compensation for Operations & Maintenance Division related to Parks Maintenance & Administrative Staff. Refer to the Appendix for a detailed allocation list.
- 7010 Salaries – Part-Time  
Provides partial compensation for seasonal and other non-salaried part-time employees.
- 7020 Overtime  
Covers the cost of overtime for non-management staff performing emergency call outs and attending commission meetings.
- 7070 Leave Buyback  
Provides funds to employees who opt to sell back hours of their leave balances.

**OPERATIONS & MAINTENANCE**

- 8000 Office Supplies  
Funds department office supplies and expenses. (Total \$1,000)
- 8020 Special Department Expense  
Provides for special division supplies and materials including irrigation controllers and sprinklers, fertilizer, and park maintenance supplies (\$35,000), breakroom supplies (\$200), Park repairs including fences, barriers, posts, gates, signs, and other equipment (\$20,000), and office workstation equipment (\$1,000). (Total \$56,200)
- 8070 Mileage/Auto Allowance  
Funds reimbursement funds for street maintenance related call outs. (Total \$500)
- 8100 Vehicle Maintenance  
Provides funds for operational costs for parks vehicles including smog certifications, routine maintenance, and inspection services. (Total \$7,000)
- 8110 Equipment Maintenance  
Provides funds for the repair and maintenance of equipment including



trencher, power washer, chainsaw, forklift, and other Parks equipment. (\$5,000).

8140 Utilities

Provides funds for electrical service by Southern California Edison to City park facilities (\$50,000), and Southern California Gas (\$5,000). (Total \$55,000)

8170 Professional Services

Provides funds for landscape architects, arborists, and other professional services related to the maintenance of the City parks and the equipment located at the parks, including soil and tissue sampling, arborist reports, and sports field consulting. (Total \$15,000)

8180 Contract Services

Provides funds for partial cost of landscape contracted services to maintain the parks, City owned parcels, and playing fields, and including irrigation system repairs (\$500,000). Also provides funds for gopher abatement (\$20,000), the rental of an extended boom truck to access field lighting (\$5,000), supplemental tree trimming and replacement (\$50,000), sanitary scheduled cleaning for public park restrooms (\$24,000), additional labor for supplementary maintenance services (\$25,000), and humane bee removal from City property (\$10,000). (Total \$634,000)

8200 Training Expense

Provides funds for training seminars, materials, and job-related training sessions for employees, as well as books and manuals (\$500), as well as safety and OSHA related training expenses (\$1,500). (Total \$2,000)

8262 Graffiti Removal

Funds for graffiti removal contract services. (Total \$20,000)

| Acct                                           | Tsk | Account Title              | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|------------------------------------------------|-----|----------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 7000                                           | 000 | Salaries - Permanent       | 268,674           | 228,575           | 185,282           | 297,244            | 241,068              | 379,466             |
| 7020                                           | 000 | Overtime                   | 8,175             | 14,132            | 16,325            | -                  | 14,819               | 15,000              |
| 7040                                           | 000 | Holiday                    | 13,740            | 8,135             | 704               | 7,938              | 476                  | 6,450               |
| 7070                                           | 000 | Leave Buyback              | -                 | 7,855             | -                 | 575                | -                    | 575                 |
| 7100                                           | 000 | Retirement                 | 58,920            | 144,472           | 56,108            | 29,605             | 22,367               | 39,287              |
| 7100                                           | 010 | CalPERS UAL                | -                 | -                 | -                 | 34,424             | 34,732               | 54,006              |
| 7108                                           | 000 | Deferred Compensation      | 9,900             | (7,233)           | 1,135             | 2,952              | 2,523                | 3,790               |
| 7110                                           | 000 | Workers Compensation       | 12,079            | 11,798            | 7,735             | 11,568             | 8,587                | 14,376              |
| 7120                                           | 000 | Disability Insurance       | 8,995             | 26,569            | 1,311             | -                  | -                    | -                   |
| 7130                                           | 000 | Group Health Insurance     | 46,089            | 34,082            | 36,831            | 83,376             | 49,314               | 71,988              |
| 7140                                           | 000 | Vision Insurance           | 819               | 744               | 553               | 943                | 719                  | 944                 |
| 7150                                           | 000 | Dental Insurance           | 3,061             | 2,779             | 2,071             | 3,532              | 2,660                | 3,473               |
| 7160                                           | 000 | Life Insurance             | 387               | 351               | 239               | 411                | 320                  | 480                 |
| 7170                                           | 000 | FICA - Medicare            | 4,178             | 4,082             | 2,957             | 4,310              | 3,483                | 5,551               |
| <WAGES & BENEFITS>                             |     |                            | 435,018           | 476,339           | 311,251           | 476,878            | 381,069              | 595,386             |
| 8000                                           | 000 | Office Supplies            | 1,309             | 868               | 1,165             | 1,500              | 1,100                | 1,500               |
| 8020                                           | 000 | Special Department Expense | 38,782            | 30,691            | 47,086            | 32,000             | 36,980               | 37,600              |
| 8060                                           | 000 | Dues & Memberships         | -                 | -                 | -                 | 700                | 300                  | 700                 |
| 8070                                           | 000 | Mileage/Auto Allowance     | -                 | -                 | 137               | 700                | 200                  | 600                 |
| 8100                                           | 000 | Vehicle Maintenance        | 1,605             | 4,593             | 10,500            | 12,000             | 12,000               | 12,000              |
| 8105                                           | 000 | Fuel                       | -                 | -                 | -                 | 15,000             | 8,000                | 10,000              |
| 8110                                           | 000 | Equipment Maintenance      | 27                | -                 | -                 | 4,000              | 3,000                | 4,000               |
| 8120                                           | 000 | Building Maintenance       | 50,248            | 21,954            | 140,692           | 197,000            | 129,500              | 197,000             |
| 8130                                           | 000 | Small Tools                | 663               | 210               | -                 | 3,000              | 1,500                | 3,000               |
| 8132                                           | 000 | Uniform Expense/Cleaning   | 1,202             | 883               | 1,416             | 3,500              | 3,500                | 5,000               |
| 8134                                           | 000 | Safety Clothing/Equipment  | 1,685             | 473               | 1,999             | 40,000             | 38,875               | 40,500              |
| 8140                                           | 000 | Utilities                  | 167,144           | 197,848           | 236,772           | 247,000            | 242,000              | 275,000             |
| 8180                                           | 000 | Contract Services          | 129,302           | 167,843           | 222,894           | 308,000            | 308,000              | 342,000             |
| 8200                                           | 000 | Training Expense           | -                 | -                 | 493               | 1,500              | 1,000                | 1,500               |
| <OPERATIONS & MAINTENANCE>                     |     |                            | 391,968           | 425,362           | 663,155           | 865,900            | 785,955              | 930,400             |
| 8520                                           | 000 | Machinery & Equipment      | -                 | -                 | -                 | -                  | -                    | -                   |
| 8530                                           | 000 | Computer Equipment         | -                 | -                 | -                 | 2,000              | -                    | -                   |
| <CAPITAL OUTLAY>                               |     |                            | -                 | -                 | -                 | 2,000              | -                    | -                   |
| <b>[101-6601] Facilities Maintenance Total</b> |     |                            | <b>826,985</b>    | <b>901,702</b>    | <b>974,407</b>    | <b>1,344,778</b>   | <b>1,167,024</b>     | <b>1,525,786</b>    |

**PERSONNEL SERVICES**

- 7000 Salaries – Regular Employees  
Provides partial compensation for Operations & Maintenance Division related to Facilities Maintenance & Administrative Staff.  
Refer to the Appendix for a detailed allocation list.
- 7010 Salaries – Part-Time  
Provides partial compensation for seasonal and other non-salaried part-time employees.
- 7020 Overtime  
Funds the cost of overtime for non-management staff performing emergency call outs after hours.
- 7070 Leave Buyback  
Funds employees who opt to sell back hours of their leave balances.

**OPERATIONS & MAINTENANCE**

- 8000 Office Supplies  
Funds department office supplies and expenses. (Total \$1,500)
- 8020 Special Department Expense  
Provides for special department supplies expenses, including AQMD fees and fuel tank related fees for compliance (\$13,500), breakroom supplies (\$300), and other expenses for City facilities maintenance and repair supplies and services (\$23,800). (Total \$37,600)
- 8060 Dues/Memberships/Subscriptions  
Provides funds for membership fees, dues, subscriptions and publications to professional organizations. (\$700).
- 8070 Mileage/Auto Allowance  
Provides reimbursement funds for street maintenance related call outs. (Total \$600)
- 8100 Vehicle Maintenance and Operations  
Provides funds for operational costs for oil, tires, batteries, parts, repairs and routine maintenance, smog certification, and other inspections for the building maintenance worker's vehicles. (Total \$12,000)

- 8105 Fuel  
Funds for operational fuel expenses. (Total \$10,000)
- 8110 Equipment Maintenance  
Provides funds for repair and maintenance of City owned equipment including forklift and power washer. (Total \$4,000)
- 8120 Building Maintenance  
Provides for building maintenance services and supplies. Maintenance and repair of air conditioning HVAC system (\$100,000), elevator maintenance and repair (\$18,000), Door and gate repairs, maintenance, locks/keys, and part replacements (\$11,000), generator maintenance (\$10,000), supplies including construction supplies, hardware, electrical/plumbing supplies, and parts (\$40,000), Citywide fire alarm inspections and maintenance (\$9,000), and urgent Facilities maintenance, repair, and restoration service response (\$9,000). (Total \$197,000)
- 8130 Small Tools  
Funds replacement or purchase of worn or damaged hand and power tools. (Total \$3,000)
- 8132 Uniform Expenses  
Provides for the purchasing of Uniforms, all functional City apparel and cleaning services. (Total \$5,000)
- 8134 Safety Equipment & Supplies  
Provides for the purchase of safety equipment and supplies such as safety boots (\$2,000), First Aid wall units, rental and monthly check (\$3,000), Eye Wash Stations maintenance including plum stations (\$9,700), City wide Fire Extinguisher monthly inspection (\$25,000), weather/rain and other necessary safety gear for staff (\$800). (Total \$40,500)
- 8140 Utilities  
Provides funds for electrical service by Southern California Edison to City facilities (\$250,000) and Southern California Gas (\$25,000) (Total \$275,000).
- 8180 Contract Services  
City wide Janitorial services for City buildings including twice a week day porter service (\$200,000), CNG Station maintenance and repairs (\$17,000), underground storage tank (UST) inspections, cleaning, and repair (\$25,000), sump system maintenance and repair services (\$2,500), contracted maintenance and repairs (\$46,000), City Facility security systems (\$10,000), pest, rodent, and insect control services (\$35,000), additional labor for supplementary maintenance services (\$6,500). (Total \$342,000)

8200 Training Expenses

Provides funds for training seminars, materials, and job-related training sessions for employees as well as third party training expenses. (Total \$1,500)

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| Acct                              | Tsk | Account Title                | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|-----------------------------------|-----|------------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 7000                              | 000 | Salaries - Permanent         | 280,629           | 233,342           | 346,964           | 404,442            | 318,295              | 476,533             |
| 7010                              | 000 | Salaries - Temp / Part       | 7,599             | -                 | 3,334             | -                  | 198                  | 3,120               |
| 7020                              | 000 | Overtime                     | 3,917             | 3,839             | 10,675            | -                  | 9,117                | 9,000               |
| 7040                              | 000 | Holiday                      | 9,742             | 5,612             | 118               | 5,860              | 1,057                | 4,910               |
| 7055                              | 000 | IOD - Non-Safety             | -                 | -                 | 2,595             | -                  | 3,125                | -                   |
| 7070                              | 000 | Leave Buyback                | -                 | 1,736             | 1,371             | 7,361              | -                    | 7,361               |
| 7100                              | 000 | Retirement                   | 59,317            | 146,625           | 81,601            | 40,855             | 32,410               | 48,461              |
| 7100                              | 010 | CalPERS UAL                  | -                 | -                 | -                 | 50,013             | 50,461               | 62,125              |
| 7108                              | 000 | Deferred Compensation        | 10,138            | (11,059)          | 2,403             | 4,022              | 3,366                | 4,746               |
| 7110                              | 000 | Workers Compensation         | 8,497             | 7,974             | 9,084             | 8,324              | 6,982                | 11,191              |
| 7120                              | 000 | Disability Insurance         | 2,985             | 3,093             | 2,621             | -                  | 12,560               | -                   |
| 7130                              | 000 | Group Health Insurance       | 33,812            | 22,457            | 31,009            | 55,629             | 33,398               | 57,770              |
| 7131                              | 000 | Retiree Health Insurance     | -                 | -                 | -                 | -                  | -                    | -                   |
| 7140                              | 000 | Vision Insurance             | 630               | 588               | 729               | 851                | 658                  | 923                 |
| 7150                              | 000 | Dental Insurance             | 2,341             | 2,081             | 2,557             | 3,118              | 2,354                | 3,230               |
| 7160                              | 000 | Life Insurance               | 320               | 302               | 378               | 419                | 335                  | 490                 |
| 7170                              | 000 | FICA - Medicare              | 4,238             | 3,875             | 5,390             | 5,864              | 4,844                | 7,161               |
| <WAGES & BENEFITS>                |     |                              | 424,165           | 420,465           | 500,829           | 586,758            | 479,161              | 697,022             |
| 8000                              | 000 | Office Supplies              | 864               | 605               | 782               | 1,000              | 1,000                | 1,000               |
| 8010                              | 000 | Postage                      | -                 | -                 | -                 | -                  | -                    | -                   |
| 8020                              | 000 | Special Department Expense   | 21,477            | 60,791            | 23,602            | 34,300             | 15,000               | 34,600              |
| 8050                              | 000 | Printing/Duplicating         | -                 | -                 | -                 | 500                | 200                  | 500                 |
| 8060                              | 000 | Dues & Memberships           | -                 | -                 | 886               | 1,800              | 600                  | 1,800               |
| 8070                              | 000 | Mileage/Auto Allowance       | -                 | -                 | 101               | 1,000              | 300                  | 500                 |
| 8090                              | 000 | Conference & Meeting Expense | -                 | -                 | -                 | 800                | -                    | 800                 |
| 8100                              | 000 | Vehicle Maintenance          | 4,584             | 3,411             | 983               | 26,000             | 13,000               | 26,000              |
| 8105                              | 000 | Fuel                         | -                 | -                 | 376               | 15,000             | 12,000               | 15,000              |
| 8110                              | 000 | Equipment Maintenance        | 27                | -                 | 16,296            | 27,000             | 27,000               | 27,000              |
| 8120                              | 000 | Building Maintenance         | -                 | 316               | 350               | 5,000              | -                    | 5,000               |
| 8130                              | 000 | Small Tools                  | -                 | -                 | 4,819             | 21,500             | 18,000               | 21,500              |
| 8132                              | 000 | Uniform Expense/Cleaning     | 970               | 567               | 852               | 3,500              | 3,500                | 3,500               |
| 8134                              | 000 | Safety Clothing/Equipment    | 495               | 473               | 1,290             | 3,500              | 2,450                | 3,500               |
| 8140                              | 000 | Utilities                    | -                 | -                 | -                 | 2,000              | -                    | 2,000               |
| 8170                              | 000 | Professional Services        | 6,431             | 17,661            | 76,901            | 100,000            | 17,835               | 89,948              |
| 8180                              | 000 | Contract Services            | -                 | 77,332            | -                 | 140,000            | 21,000               | 135,000             |
| 8191                              | 000 | Liability & Surety Bonds     | (30,000)          | 180,000           | 200,000           | 200,000            | 261,575              | 232,144             |
| 8200                              | 000 | Training Expense             | 332               | 332               | 389               | 2,000              | 300                  | 1,000               |
| 8400                              | 000 | Overhead Allocation          | 69,522            | 69,022            | 69,022            | 69,022             | -                    | 69,022              |
| <OPERATIONS & MAINTENANCE>        |     |                              | 74,703            | 410,511           | 396,651           | 653,922            | 393,760              | 669,814             |
| 8520                              | 000 | Machinery & Equipment        | 77,123            | -                 | -                 | -                  | -                    | -                   |
| 8540                              | 000 | Automotive Equipment         | -                 | -                 | -                 | -                  | -                    | -                   |
| <CAPITAL OUTLAY>                  |     |                              | 77,123            | -                 | -                 | -                  | -                    | -                   |
| [210-6501] Sewer Operations Total |     |                              | 575,992           | 830,975           | 897,479           | 1,240,680          | 872,921              | 1,366,836           |

**PERSONNEL SERVICES**

- 7000 Salaries – Regular Employees  
Provides partial compensation for Operations & Maintenance Division related to Sewer Maintenance, Engineering, & Administrative as well as indirect cost allocations to Finance, Management Services, and City Manager's Office Staff. Refer to the Appendix for a detailed allocation list. Additional 5% incentive obtaining California Water Environment Association certification.
- 7010 Salaries – Part-Time  
Funds partial compensation for seasonal and other non-salaried part-time employees.
- 7020 Overtime  
Funds overtime pay for after-hours emergency response to sewer main stoppages and repairs.
- 7070 Leave Buyback  
Funds employees who opt to sell back hours of their leave balances.

**OPERATIONS & MAINTENANCE**

- 8000 Office Supplies  
Funds for department office supplies. (Total \$1,000)
- 8020 Special Department Expense  
Provides for special department supplies including fittings, jetting nozzles, manhole covers, sewer reel hoses, and other materials (\$28,300), State Water Quality Control Board Sanitary Sewer Overflow Program fee (\$3,800), and sewer related supplies and division expenses (\$2,500). (Total \$34,600)
- 8050 Printing/Duplicating  
To provide funds for the printing and duplication of sewer related materials. (Total \$500)
- 8060 Dues/Memberships/Subscriptions  
Provides for membership to the California Water Environmental Association for division staff members. (Total \$1,800)

- 8070 Mileage/Auto Allowance  
Provides reimbursement funds for sewer maintenance related call outs.  
(Total \$500)
- 8090 Conference & Meeting Expense  
Provides funds for conference registration and meeting expenses related  
to sewer related matters. (Total \$800)
- 8100 Vehicle Maintenance  
Provides funds for operational costs for oil, tires, batteries, parts, repairs,  
and routine maintenance and repairs of Sewer Division vehicles. (Total  
\$26,000)
- 8105 Fuel  
Provides funds for operational fuel expenses. (Total \$15,000)
- 8110 Equipment Maintenance  
Provides for repairs and maintenance of sewer related equipment  
including sewer main cleaning equipment, vactor truck, line video  
equipment, and compressor trailer. (Total \$27,000)
- 8120 Building Maintenance  
Provides for maintenance of sewer division garage at the Service Facility.  
(Total \$5,000).
- 8130 Small Tools  
Funds replacement of worn or damaged hand and power tools. (Total  
\$21,500)
- 8132 Uniform Expenses  
Provides for the purchase of Uniforms, all functional City apparel and  
cleaning services. (Total \$3,500)
- 8134 Safety Equipment & Supplies  
Provides for the purchase of safety equipment and supplies, including  
safety vests, goggles, gloves, and other miscellaneous items (\$1,350),  
steel-toed boots (\$750), and First Aid equipment (\$1,400). (Total \$3,500)
- 8140 Utilities  
Provides for the purchase of CNG gas for CNG fleet vehicles. (Total  
\$2,000)
- 8170 Professional Services  
Fats, Oils and Grease (FOG) Inspection and Compliance Program  
(\$20,000). GIS system services (\$10,000), and wastewater rate study  
(\$40,000), and Financial consulting services (\$19,948). (Total  
\$89,948)



8180 Contract Services

Sewer main video, cleaning, spill containment services (\$95,000), Sewer Maintenance and repairs (\$20,000), and supplemental contacted labor (\$20,000). (Total \$135,000)

8191 Liability Insurance & Surety Bonds and Property

This account pays a share of the City's self-insured costs, which goes to the Insurance Fund 103. (Total \$232,144)

8200 Employee Training

Provides for training seminars and workshops related to sewer maintenance, including third party training. (Total \$1,000)

8400 Overhead Allocation

Funds for administrative services provided by the General Fund. (Total \$69,022)

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|                                         |     |                            | Actual         | Actual         | Actual         | Adopted        | Estimated      | Proposed       |
|-----------------------------------------|-----|----------------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Acct                                    | Tsk | Account Title              | 2020/21        | 2021/22        | 2022/23        | 2023/24        | 2023/24        | 2024/25        |
| 8020                                    | 000 | Special Department Expense | 13,562         | 30,900         | 3,995          | 63,000         | 26,000         | 63,000         |
| 8140                                    | 000 | Utilities                  | 76,475         | 110,891        | 162,693        | 150,000        | 165,000        | 165,000        |
| 8180                                    | 000 | Contract Services          | 72,387         | 118,798        | 137,841        | 158,000        | 183,436        | 184,500        |
|                                         |     | <OPERATIONS & MAINTENANCE> | 162,424        | 260,590        | 304,529        | 371,000        | 374,436        | 412,500        |
| 8520                                    | 000 | Machinery & Equipment      | -              | 15,923         | -              | 30,000         | -              | -              |
|                                         |     | <CAPITAL OUTLAY>           | -              | 15,923         | -              | 30,000         | -              | -              |
| <b>[215-6115] Traffic Signals Total</b> |     |                            | <b>162,424</b> | <b>276,512</b> | <b>304,529</b> | <b>401,000</b> | <b>374,436</b> | <b>412,500</b> |

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| Budget Detail | TRAFFIC SIGNALS | 215-6115 |
|---------------|-----------------|----------|

## OPERATIONS & MAINTENANCE

### 8020 Department Supplies

Funds special and miscellaneous department supplies and services related to the City's traffic signals (\$8,000), traffic signal and pedestrian crossing system maintenance (\$30,000); and traffic signal system upgrades (\$25,000). (Total \$63,000)

### 8140 Electricity

Provides funds for electrical service by Southern California Edison for traffic signal operations. (Total \$165,000)

### 8180 Contract Services

Provides funds for the contract services related to monthly inspection, maintenance, and testing of the traffic signal system (\$135,000) and signal knockdown repairs (\$40,000). Cost sharing for traffic signal at Orange Grove and SR110 (\$7,000) and Orange Grove and Columbia (\$2,500). (Total \$184,500)

| Acct                                    | Tsk | Account Title              | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|-----------------------------------------|-----|----------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 7000                                    | 000 | Salaries - Permanent       | -                 | -                 | 4,707             | 20,295             | 8,600                | 37,675              |
| 7020                                    | 000 | Overtime                   | -                 | -                 | -                 | -                  | 296                  | -                   |
| 7040                                    | 000 | Holiday                    | -                 | -                 | -                 | -                  | -                    | -                   |
| 7055                                    | 000 | IOD - Non Safety           | -                 | -                 | -                 | -                  | -                    | -                   |
| 7070                                    | 000 | Leave Buyback              | -                 | -                 | -                 | -                  | -                    | -                   |
| 7100                                    | 000 | Retirement                 | -                 | -                 | 3,704             | 1,624              | 865                  | 3,385               |
| 7100                                    | 010 | CalPERS UAL                | -                 | -                 | -                 | -                  | -                    | 2,003               |
| 7108                                    | 000 | Deferred Compensation      | -                 | -                 | 43                | 203                | 120                  | 377                 |
| 7110                                    | 000 | Workers Compensation       | -                 | -                 | 52                | 722                | 346                  | 1,542               |
| 7120                                    | 000 | Disability Insurance       | -                 | -                 | -                 | -                  | 3,140                | -                   |
| 7130                                    | 000 | Group Health Insurance     | -                 | -                 | 507               | 7,866              | 2,415                | 6,188               |
| 7140                                    | 000 | Vision Insurance           | -                 | -                 | 8                 | 84                 | 30                   | 72                  |
| 7150                                    | 000 | Dental Insurance           | -                 | -                 | 30                | 315                | 113                  | 270                 |
| 7160                                    | 000 | Life Insurance             | -                 | -                 | 3                 | 35                 | 14                   | 45                  |
| 7170                                    | 000 | FICA - Medicare            | -                 | -                 | 59                | 294                | 157                  | 546                 |
|                                         |     | <WAGES & BENEFITS>         | -                 | -                 | 9,114             | 31,438             | 16,096               | 52,103              |
| 8000                                    | 000 | Office Supplies            | 811               | 377               | -                 | 1,000              | 300                  | 300                 |
| 8020                                    | 000 | Special Department Expense | 18,848            | 22,008            | 16,307            | 65,500             | 41,729               | 63,300              |
| 8100                                    | 000 | Vehicle Maintenance        | 2,128             | 1,091             | 7,500             | 7,500              | 7,500                | 7,500               |
| 8105                                    | 000 | Fuel                       | -                 | -                 | -                 | 7,500              | 4,000                | 5,000               |
| 8110                                    | 000 | Equipment Maintenance      | -                 | 789               | 20,082            | 5,000              | 5,000                | 5,000               |
| 8130                                    | 000 | Small Tools                | -                 | -                 | 537               | 1,500              | 1,500                | 1,500               |
| 8132                                    | 000 | Uniform Expense/Cleaning   | 1,067             | 585               | 300               | 2,000              | 5,000                | 6,000               |
| 8134                                    | 000 | Safety Clothing/Equipment  | 228               | 250               | 836               | 1,000              | 1,000                | 1,000               |
| 8140                                    | 000 | Utilities                  | 161,588           | 177,887           | 117,362           | 170,000            | 150,000              | 150,000             |
| 8170                                    | 000 | Professional Services      | 6,930             | 4,934             | 8,700             | 10,000             | 10,000               | 10,000              |
| 8191                                    | 000 | Liability & Surety Bonds   | -                 | 90,000            | 100,000           | 100,000            | 100,000              | 100,000             |
| 8200                                    | 000 | Training Expense           | -                 | -                 | -                 | 1,000              | 1,246                | 1,500               |
|                                         |     | <OPERATIONS & MAINTENANCE> | 191,600           | 297,921           | 271,625           | 372,000            | 327,275              | 351,100             |
| <b>[215-6201] Street Lighting Total</b> |     |                            | <b>191,600</b>    | <b>297,921</b>    | <b>280,739</b>    | <b>403,438</b>     | <b>343,371</b>       | <b>403,203</b>      |

**PERSONNEL SERVICES**7000 Salaries – Regular Employees

Provides partial compensation for Operations & Maintenance Division related to Street Light Maintenance, Engineering, & Administrative Staff. Refer to the Appendix for a detailed allocation list.

7020 Overtime

Funds overtime pay for after-hours emergency response to facility issues, and attendance at commission meetings.

7070 Leave Buyback

Funds employees who opt to sell back hours of their leave balances.

**OPERATIONS & MAINTENANCE**8000 Office Supplies

Funds department office supplies. (Total \$300)

8020 Special Department Expense

Provides for electric supplies, hardware, wiring, breakroom supplies, and LED Lighting (\$19,300), materials for signal knockdowns (\$20,000), street light maintenance (\$20,000), safety cones, stop signs and A-frames for traffic control assistance (\$4,000). (Total \$63,300)

8100 Vehicle Maintenance and Operations

Provides funds for operational costs for oil, tires, batteries, parts, repairs and routine maintenance for Street Lighting Division vehicles, and annual certification of the boom trucks. (Total \$7,500)

8105 Fuel

Funds operational fuel expenses. (Total \$5,000)

8110 Equipment Maintenance

Funds hydraulic repairs for boom truck and repair and maintenance of facilities equipment. (Total \$5,000)

8130 Small Tools

Funds replacement or purchase of worn or damaged hand and power tools. (Total \$1,500)

8132 Uniforms and Equipment

Provides for the purchase of Fire-Retardant Uniforms, and cleaning

services. (Total \$6,000)

8134 Safety Equipment & Supplies

Provides for the purchase of safety equipment and supplies including safety equipment Clothing, fire retardant city apparel. (Total \$1,000)

8140 Utilities

Provides funds for the energy costs by Southern California Edison for the City streetlights. (Total \$150,000)

8170 Professional Services

Annual assessment review for the Lighting and Landscaping Assessment District (LLAD). (Total \$10,000)

8191 Liability Insurance & Surety Bonds and Property

Funds a share of the City's self-insured costs, which goes to the Insurance Fund 103. (Total \$100,000)

8200 Training Expense

Funds training seminars and workshops related to street lighting systems. (Total \$1,500)

| Acct                                 | Tsk | Account Title                    | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|--------------------------------------|-----|----------------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 7000                                 | 000 | Salaries - Permanent             | -                 | -                 | 4,707             | 20,295             | 8,600                | 37,675              |
| 7000                                 | 000 | Salaries - Permanent             | 132,668           | 124,739           | 86,097            | 122,601            | 118,575              | 116,322             |
| 7020                                 | 000 | Overtime                         | 6,493             | 5,702             | 2,342             | -                  | 2,002                | 2,000               |
| 7040                                 | 000 | Holiday                          | 7,065             | 3,951             | -                 | 3,950              | 327                  | 3,228               |
| 7055                                 | 000 | IOD - Non Safety                 | -                 | -                 | -                 | -                  | -                    | -                   |
| 7070                                 | 000 | Leave Buyback                    | -                 | 3,366             | -                 | 1,424              | -                    | 1,424               |
| 7100                                 | 000 | Retirement                       | 24,039            | 55,008            | 32,455            | 15,254             | 14,383               | 12,662              |
| 7100                                 | 010 | CalPERS UAL                      | -                 | -                 | -                 | 31,460             | 31,742               | 20,585              |
| 7108                                 | 000 | Deferred Compensation            | 5,044             | (4,904)           | 616               | 1,222              | 1,162                | 1,160               |
| 7110                                 | 000 | Workers Compensation             | 5,728             | 4,876             | 2,466             | 3,519              | 2,969                | 3,900               |
| 7120                                 | 000 | Disability Insurance             | -                 | -                 | -                 | -                  | -                    | -                   |
| 7130                                 | 000 | Group Health Insurance           | 14,128            | 10,949            | 10,423            | 23,190             | 14,599               | 19,491              |
| 7140                                 | 000 | Vision Insurance                 | 376               | 344               | 242               | 376                | 300                  | 266                 |
| 7150                                 | 000 | Dental Insurance                 | 1,406             | 1,286             | 905               | 1,411              | 1,120                | 982                 |
| 7160                                 | 000 | Life Insurance                   | 170               | 151               | 100               | 158                | 129                  | 142                 |
| 7170                                 | 000 | FICA - Medicare                  | 2,063             | 1,994             | 1,326             | 1,778              | 1,705                | 1,687               |
| <WAGES & BENEFITS>                   |     |                                  | 199,179           | 207,461           | 136,971           | 206,344            | 189,011              | 183,850             |
| 8000                                 | 000 | Office Supplies                  | 520               | 365               | 49                | 700                | 250                  | 300                 |
| 8020                                 | 000 | Special Department Expense       | 3,812             | 11,646            | 6,835             | 24,800             | 24,800               | 24,800              |
| 8040                                 | 000 | Advertising                      | -                 | -                 | -                 | 200                | -                    | 200                 |
| 8060                                 | 000 | Dues & Memberships               | 185               | -                 | -                 | 400                | 1,350                | 1,500               |
| 8070                                 | 000 | Mileage/Auto Allowance           | -                 | -                 | 60                | 500                | 500                  | 500                 |
| 8090                                 | 000 | Conference & Meeting Expense     | -                 | -                 | -                 | 500                | -                    | 500                 |
| 8100                                 | 000 | Vehicle Maintenance              | 6,266             | 7,456             | 3,494             | 11,000             | 11,000               | 11,000              |
| 8105                                 | 000 | Fuel                             | -                 | -                 | -                 | 5,000              | 5,000                | 5,000               |
| 8110                                 | 000 | Equipment Maintenance            | 1,267             | 1,968             | 1,339             | 6,000              | 1,500                | 6,000               |
| 8130                                 | 000 | Small Tools                      | 142               | 2,178             | 3,164             | 7,000              | 6,000                | 7,000               |
| 8132                                 | 000 | Uniform Expense/Cleaning         | 970               | 666               | 539               | 3,500              | 3,500                | 3,500               |
| 8134                                 | 000 | Safety Clothing/Equipment        | 615               | 1,338             | 1,230             | 4,500              | 3,550                | 4,500               |
| 8140                                 | 000 | Utilities                        | -                 | -                 | -                 | 2,000              | -                    | -                   |
| 8170                                 | 000 | Professional Services            | 14,500            | 15,000            | 25,500            | 25,500             | 25,500               | 25,500              |
| 8180                                 | 000 | Contract Services                | 230,000           | 230,171           | 299,653           | 300,000            | 300,000              | 300,000             |
| 8181                                 | 000 | In-Lieu Tree Planting            | 10,000            | 10,000            | 10,000            | 10,000             | 10,000               | 10,000              |
| 8184                                 | 000 | Annual Tree Planting             | 8,000             | 74,871            | 149,745           | 150,000            | 150,000              | 150,000             |
| 8200                                 | 000 | Training Expense                 | -                 | -                 | 259               | 800                | -                    | 800                 |
| 9181                                 | 000 | Removal/Replacement Tree Program | 50,000            | 75,000            | -                 | -                  | -                    | -                   |
| <OPERATIONS & MAINTENANCE>           |     |                                  | 326,278           | 430,661           | 501,867           | 552,400            | 542,950              | 551,100             |
| <b>[215-6310] Street Trees Total</b> |     |                                  | <b>525,457</b>    | <b>638,121</b>    | <b>638,838</b>    | <b>758,744</b>     | <b>731,961</b>       | <b>734,950</b>      |

**PERSONNEL SERVICES**

- 7000 Salaries – Regular Employees  
Provides partial compensation for Operations & Maintenance Division related to Street Tree Maintenance, Engineering, & Administrative Staff. Refer to the Appendix for a detailed allocation list.
- 7020 Overtime  
Funds overtime pay for afterhours emergency response to fallen trees, broken limbs, and attendance at commission meetings.
- 7070 Leave Buyback  
Funds employees who opt to sell back hours of their leave balances.

**OPERATIONS & MAINTENANCE**

- 8000 Office Supplies  
Funds department office supplies. (Total \$300)
- 8020 Special Department Expense  
Provides for supplies and materials including chain saw blades, blade sharpening, gloves, chipper blades ropes, sling and pulleys, electric equipment/batteries, work zone signs and cones, tree ties and tree wires, tree stakes, irrigation and other related supplies (\$24,600), and breakroom supplies (\$200). (Total \$24,800)
- 8040 Advertisements  
Funds to publish ads for the tree regulations. (Total \$200)
- 8060 Dues/Memberships/Subscriptions  
Funds dues for Western International Society of Arboriculture (ISA) membership. (Total \$1,500)
- 8070 Mileage/Auto Allowance  
Funds reimbursement funds for street maintenance related call outs. (Total \$500)
- 8090 Conference & Meeting Expense  
Provides funds for tree related conference registration and meeting expenses. (Total \$500)
- 8100 Vehicle Maintenance  
Provides funds for operational costs for oil, tires, batteries, parts, and



other repairs for Street Tree Division vehicles. (Total \$11,000)

8105 Fuel

Funds operational fuel expenses. (Total \$5,000)

8110 Equipment Maintenance

Provides funds for repair and maintenance of City owned equipment. Equipment maintenance for chainsaw, trencher, chipper, fork lift and other equipment, and loader. (Total \$6,000)

8130 Small Tools

Provides for replacement or purchase of worn or damaged hand and power tools. (Total \$7,000)

8132 Uniforms and Equipment

Provides for the purchase of Uniforms, all functional City apparel and cleaning services. (Total \$3,500)

8134 Safety Equipment & Supplies

Provides for the purchase of safety equipment and supplies, including chaps and guards while using chain saws, helmets, and gloves (\$2,500), safety boots (\$500), First Aid supplies and monthly inspections (\$1,500). (Total \$4,500)

8170 Professional Services

Provides the cost of a miscellaneous tree studies and samplings, independent arborist reports, and certified arborist services as needed. (Total \$25,500)

8180 Contract Services

Routine tree maintenance services rendered under contract for tree trimming, annual grid pruning, and removal of trees. (Total \$300,000)

8181 In-Lieu Tree Planting

Funds miscellaneous tree planting. The charges to this account are offset by residents paying for the cost of the trees into a revenue account. (Total \$10,000)

8184 Annual Tree Planting

Funds annual Citywide tree planting & removals. (Total \$150,000)

8200 Training

Funds attendance at classes, seminars and workshops related to tree care and management, and as required to maintain certifications and licenses. (Total \$800)

|                                       |     |                            | Actual        | Actual        | Actual        | Adopted        | Estimated      | Proposed       |
|---------------------------------------|-----|----------------------------|---------------|---------------|---------------|----------------|----------------|----------------|
| Acct                                  | Tsk | Account Title              | 2020/21       | 2021/22       | 2022/23       | 2023/24        | 2023/24        | 2024/25        |
| 8020                                  | 000 | Special Department Expense | 1,061         | 228           | 998           | 7,500          | 7,500          | 7,500          |
| 8180                                  | 000 | Contract Services          | 50,657        | 56,267        | 36,676        | 145,000        | 145,000        | 145,000        |
|                                       |     | <OPERATIONS & MAINTENANCE> | 51,718        | 56,495        | 37,674        | 152,500        | 152,500        | 152,500        |
| <b>[215-6416] Median Strips Total</b> |     |                            | <b>51,718</b> | <b>56,495</b> | <b>37,674</b> | <b>152,500</b> | <b>152,500</b> | <b>152,500</b> |

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| Budget Detail | MEDIAN STRIPS | 215-6416 |
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## OPERATIONS & MAINTENANCE

- 8020 Special Department Expense  
Funds department supplies including sprinklers, valves, fittings and plumbing (Total \$7,500).
- 8180 Contract Services  
Provides partial cost of landscape services including landscape maintenance of street medians and City owned parcels. (Total \$145,000)

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| Acct                                       | Tsk | Account Title              | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|--------------------------------------------|-----|----------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 7000                                       | 000 | Salaries - Permanent       | 311,472           | 299,001           | 434,070           | 653,521            | 486,981              | 574,384             |
| 7010                                       | 000 | Salaries - Temp / Part     | -                 | -                 | 834               | -                  | 49                   | -                   |
| 7020                                       | 000 | Overtime                   | 8,764             | 8,318             | 29,158            | -                  | 27,376               | 30,000              |
| 7040                                       | 000 | Holiday                    | 15,356            | 8,578             | 864               | 9,075              | 2,257                | 7,734               |
| 7055                                       | 000 | IOD - Non Safety           | -                 | -                 | 2,180             | -                  | 28,124               | -                   |
| 7070                                       | 000 | Leave Buyback              | -                 | -                 | -                 | 4,135              | -                    | 4,135               |
| 7100                                       | 000 | Retirement                 | 58,003            | 142,268           | 69,232            | 57,881             | 44,687               | 53,777              |
| 7100                                       | 010 | CalPERS UAL                | -                 | -                 | -                 | 33,099             | 33,396               | 44,790              |
| 7108                                       | 000 | Deferred Compensation      | 11,706            | (14,399)          | 3,078             | 6,490              | 5,540                | 5,728               |
| 7110                                       | 000 | Workers Compensation       | 12,547            | 12,319            | 16,157            | 21,374             | 16,996               | 16,085              |
| 7120                                       | 000 | Disability Insurance       | 2,537             | 3,093             | 3,932             | -                  | 12,560               | -                   |
| 7130                                       | 000 | Group Health Insurance     | 38,812            | 28,817            | 52,482            | 120,837            | 67,326               | 75,815              |
| 7140                                       | 000 | Vision Insurance           | 1,002             | 931               | 1,212             | 1,859              | 1,451                | 1,284               |
| 7150                                       | 000 | Dental Insurance           | 3,706             | 3,330             | 4,267             | 6,419              | 4,873                | 4,513               |
| 7160                                       | 000 | Life Insurance             | 471               | 441               | 622               | 896                | 730                  | 719                 |
| 7170                                       | 000 | FICA - Medicare            | 4,756             | 4,678             | 7,006             | 9,476              | 7,440                | 8,341               |
| <WAGES & BENEFITS>                         |     |                            | 469,132           | 497,374           | 625,094           | 925,061            | 739,787              | 827,305             |
| 8000                                       | 000 | Office Supplies            | 814               | 315               | 942               | 1,000              | 150                  | 500                 |
| 8020                                       | 000 | Special Department Expense | 64,185            | 93,001            | 67,678            | 120,300            | 92,200               | 120,300             |
| 8060                                       | 000 | Dues & Memberships         | -                 | -                 | -                 | 500                | -                    | 300                 |
| 8070                                       | 000 | Mileage/Auto Allowance     | -                 | -                 | 191               | 1,500              | 1,000                | 1,000               |
| 8100                                       | 000 | Vehicle Maintenance        | 9,420             | 6,187             | 13,852            | 28,400             | 28,400               | 29,000              |
| 8105                                       | 000 | Fuel                       | -                 | -                 | -                 | 10,000             | 7,350                | 10,000              |
| 8110                                       | 000 | Equipment Maintenance      | 27                | -                 | 15,479            | 35,000             | 23,300               | 35,000              |
| 8130                                       | 000 | Small Tools                | 3,058             | -                 | 1,840             | 6,000              | 700                  | 6,000               |
| 8132                                       | 000 | Uniform Expense/Cleaning   | 2,059             | 1,719             | 2,622             | 3,500              | 3,500                | 3,500               |
| 8134                                       | 000 | Safety Clothing/Equipment  | 1,287             | 1,676             | 3,885             | 5,500              | 3,700                | 5,500               |
| 8140                                       | 000 | Utilities                  | -                 | -                 | -                 | 2,000              | -                    | 2,000               |
| 8170                                       | 000 | Professional Services      | -                 | 945               | -                 | 3,000              | -                    | 3,000               |
| 8180                                       | 000 | Contract Services          | 8,070             | 12,046            | 17,702            | 140,000            | 8,200                | 120,500             |
| 8200                                       | 000 | Training Expense           | -                 | -                 | 390               | 2,000              | 1,000                | 2,000               |
| <OPERATIONS & MAINTENANCE>                 |     |                            | 88,920            | 115,888           | 124,579           | 358,700            | 169,500              | 338,600             |
| 8540                                       | 000 | Automotive Equipment       | 25,185            | -                 | -                 | 65,000             | -                    | 65,000              |
| <CAPITAL OUTLAY>                           |     |                            | 25,185            | -                 | -                 | 65,000             | -                    | 65,000              |
| <b>[230-6116] Street Maintenance Total</b> |     |                            | <b>583,237</b>    | <b>613,262</b>    | <b>749,673</b>    | <b>1,348,761</b>   | <b>909,287</b>       | <b>1,230,905</b>    |

**PERSONNEL SERVICES**

- 7000 Salaries – Regular Employees  
Provides partial compensation for Operations & Maintenance Division related to Street Maintenance, Engineering, & Administrative Staff. Refer to the Appendix for a detailed allocation list.
- 7010 Salaries Part-time  
Funds partial compensation for seasonal and other non-salaried part-time employees.
- 7020 Overtime  
Funds overtime pay for afterhours emergency response.
- 7070 Leave Buyback  
Funds employees who opt to sell back hours of their leave balances.

**OPERATIONS & MAINTENANCE**

- 8000 Office Supplies  
Funds department office supplies. (Total \$500)
- 8020 Special Department Expense  
This account provides for Street maintenance equipment, street signage and products (\$50,000), materials such as asphalt, sand, base, rushed aggregate, emulsion, and concrete, and backfill soil (\$70,000), breakroom supplies (\$300). (Total \$120,300)
- 8060 Dues, Memberships, Subscriptions, and Books  
This account provides funding for construction handbooks, memberships, and standard drawings/specifications. (Total \$300)
- 8070 Mileage/Auto Allowance  
Provides reimbursement funds for street maintenance related call outs. (Total \$1,000)
- 8100 Vehicle Maintenance  
Provides funds for operational costs for tires, tune-ups, preventative maintenance, smog certification, and miscellaneous repairs and parts for Street Maintenance Division vehicles. (Total \$29,000)
- 8105 Fuel

Funds operational fuel expenses. (Total \$10,000)

8110 Equipment Maintenance

Provides funds for repair and maintenance of City owned equipment used by the Streets Division including loader tires, compressor, vibrating plates, forklift, message & arrow boards, and other machinery/equipment. (Total \$35,000)

8130 Small Tools

Provides for replacement or purchase of worn or damaged hand and power tools including weed whackers, chain saws, gas powered trowel and demo hammer. (Total \$6,000)

8132 Uniforms and Equipment

Provides for the purchase of Uniforms, all functional City apparel and cleaning services. (Total \$3,500)

8134 Safety Equipment & Supplies

Provides for the purchase of safety equipment and supplies, including safety boots (\$2,000), First-Aid equipment (\$1,400), and other safety supplies including vests, goggles, gloves, and other miscellaneous items (\$2,100). (Total \$5,500)

8140 Utilities

Provides for the purchase of Compressed Natural Gas (CNG) gas for fleet vehicles. (Total \$2,000)

8170 Professional Services

Funds professional services for street and roadway related topics. (Total \$3,000)

8180 Contract Services

Provides for services rendered for street maintenance activities such as curb & gutter, sidewalk, and catch basin repair, striping and markings maintenance (\$100,000), additional labor for supplementary maintenance services (\$17,000), State Controller-Annual Street Reports (\$3,500). (Total \$120,500)

8200 Training

Funds seminars and workshops related to street maintenance, signage and traffic control devices and methods. (Total \$2,000)

## CAPITAL OUTLAY

### 8540 Vehicles and Equipment

Purchase an Operations & Maintenance Division Electric pickup truck.  
(Total \$65,000)

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|                                                   |     |                            | Actual        | Actual        | Actual        | Adopted        | Estimated     | Proposed       |
|---------------------------------------------------|-----|----------------------------|---------------|---------------|---------------|----------------|---------------|----------------|
| Acct                                              | Tsk | Account Title              | 2020/21       | 2021/22       | 2022/23       | 2023/24        | 2023/24       | 2024/25        |
| 8020                                              | 000 | Special Department Expense | 4,648         | 14,553        | 6,117         | 25,500         | 1,000         | 25,500         |
| 8110                                              | 000 | Equipment Maintenance      | -             | 854           | -             | 11,000         | -             | 11,000         |
| 8140                                              | 000 | Utilities                  | 6,292         | 10,501        | 15,236        | 31,500         | 11,100        | 17,000         |
| 8180                                              | 000 | Contract Services          | 17,016        | 28,421        | 25,191        | 50,000         | 32,500        | 50,000         |
|                                                   |     | <OPERATIONS & MAINTENANCE> | 27,957        | 54,329        | 46,543        | 118,000        | 44,600        | 103,500        |
| <b>[232-6417] Prop "A" Park Maintenance Total</b> |     |                            | <b>27,957</b> | <b>54,329</b> | <b>46,543</b> | <b>118,000</b> | <b>44,600</b> | <b>103,500</b> |

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| <b>Budget Detail</b> | <b>Prop "A" Maintenance</b> | <b>232-6417</b> |
|----------------------|-----------------------------|-----------------|

8020 Special Department Expense

Provides funds for Janitorial Supplies (\$2,500), Ground Cover for Playgrounds (\$13,000), parts for Playgrounds, fixtures for restrooms, and light fixtures (\$10,000). (Total \$25,500)

8110 Equipment Maintenance

Funds playground equipment maintenance for Garfield, Orange Grove, and Eddie Park. (Total \$11,000)

8140 Utilities

Funds for electricity at Dog Park, Arroyo Park restrooms, Garfield Park Restrooms (\$2,000), and Water at Dog Park, Arroyo Restrooms, and Garfield Restroom (\$15,000). (Total \$17,000)

8180 Contract Services

Funds janitorial services (\$15,000), to unlock restrooms at Arroyo Park and Garfield parks (\$5,000) and regular maintenance of the Dog Park, Garfield Park playground, Orange Grove Park playground, and Eddie Park playground (\$15,000), Landscape Structure Design and Installation services (\$15,000) (Total \$50,000).

| Acct                                               | Tsk | Account Title              | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|----------------------------------------------------|-----|----------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 7000                                               | 000 | Salaries - Permanent       | -                 | -                 | 15,253            | 59,310             | 53,210               | 44,280              |
| 7020                                               | 000 | Overtime                   | -                 | -                 | -                 | -                  | -                    | -                   |
| 7070                                               | 000 | Leave Buyback              | -                 | -                 | -                 | -                  | -                    | -                   |
| 7100                                               | 000 | Retirement                 | -                 | -                 | 4,052             | 4,745              | 4,262                | 3,622               |
| 7100                                               | 010 | CalPERS UAL                | -                 | -                 | -                 | -                  | -                    | -                   |
| 7108                                               | 000 | Deferred Compensation      | -                 | -                 | 157               | 593                | 532                  | 443                 |
| 7110                                               | 000 | Workers Compensation       | -                 | -                 | 171               | 644                | 567                  | 481                 |
| 7120                                               | 000 | Disability Insurance       | -                 | -                 | -                 | -                  | -                    | -                   |
| 7130                                               | 000 | Group Health Insurance     | -                 | -                 | 1,073             | 11,700             | 4,741                | 4,558               |
| 7140                                               | 000 | Vision Insurance           | -                 | -                 | -                 | 120                | 58                   | 62                  |
| 7150                                               | 000 | Dental Insurance           | -                 | -                 | 75                | 450                | 290                  | 217                 |
| 7160                                               | 000 | Life Insurance             | -                 | -                 | 12                | 50                 | 49                   | 37                  |
| 7170                                               | 000 | FICA - Medicare            | -                 | -                 | 228               | 860                | 771                  | 642                 |
|                                                    |     | <WAGES & BENEFITS>         | -                 | -                 | 21,020            | 78,472             | 64,480               | 54,342              |
| 8170                                               | 000 | Professional Services      | -                 | -                 | -                 | 50,000             | 180,473              | 50,000              |
|                                                    |     | <OPERATIONS & MAINTENANCE> | -                 | -                 | -                 | 50,000             | 180,473              | 50,000              |
| <b>[233-6011] PW Admin &amp; Engineering Total</b> |     |                            | -                 | -                 | <b>21,020</b>     | <b>128,472</b>     | <b>244,953</b>       | <b>104,342</b>      |

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| <b>Budget Detail</b> | <b>MEASURE R</b> | <b>233-6011</b> |
|----------------------|------------------|-----------------|

## **PERSONNEL SERVICES**

- 7000 Salaries – Regular Employees  
Provides partial compensation for Transportation Division. Refer to the Appendix for a detailed allocation list.

## **OPERATIONS AND MAINTENANCE**

- 8170 Professional Services  
Professional services related to transportation studies and evaluations.  
(Total \$50,000)

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| Acct                                               | Tsk | Account Title              | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|----------------------------------------------------|-----|----------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 7000                                               | 000 | Salaries - Permanent       | -                 | -                 | 15,253            | 59,310             | 53,210               | 44,280              |
| 7020                                               | 000 | Overtime                   | -                 | -                 | -                 | -                  | -                    | -                   |
| 7070                                               | 000 | Leave Buyback              | -                 | -                 | -                 | -                  | -                    | -                   |
| 7100                                               | 000 | Retirement                 | -                 | -                 | 4,052             | 4,745              | 4,262                | 3,622               |
| 7100                                               | 010 | CalPERS UAL                | -                 | -                 | -                 | -                  | -                    | -                   |
| 7108                                               | 000 | Deferred Compensation      | -                 | -                 | 157               | 593                | 532                  | 443                 |
| 7110                                               | 000 | Workers Compensation       | -                 | -                 | 171               | 644                | 567                  | 481                 |
| 7120                                               | 000 | Disability Insurance       | -                 | -                 | -                 | -                  | -                    | -                   |
| 7130                                               | 000 | Group Health Insurance     | -                 | -                 | 1,073             | 11,700             | 4,741                | 4,558               |
| 7140                                               | 000 | Vision Insurance           | -                 | -                 | -                 | 120                | 58                   | 62                  |
| 7150                                               | 000 | Dental Insurance           | -                 | -                 | 75                | 450                | 290                  | 217                 |
| 7160                                               | 000 | Life Insurance             | -                 | -                 | 12                | 50                 | 50                   | 37                  |
| 7170                                               | 000 | FICA - Medicare            | -                 | -                 | 228               | 860                | 771                  | 642                 |
|                                                    |     | <WAGES & BENEFITS>         | -                 | -                 | 21,020            | 78,472             | 64,481               | 54,342              |
| 8170                                               | 000 | Professional Services      | -                 | -                 | 18,390            | 150,000            | 400,000              | 150,000             |
|                                                    |     | <OPERATIONS & MAINTENANCE> | -                 | -                 | 18,390            | 150,000            | 400,000              | 150,000             |
| 8540                                               | 000 | Automotive Equipment       | 25,185            | -                 | -                 | -                  | -                    | 67,867              |
|                                                    |     | <CAPITAL OUTLAY>           | 25,185            | -                 | -                 | -                  | -                    | 67,867              |
| <b>[236-6011] PW Admin &amp; Engineering Total</b> |     |                            | <b>25,185</b>     | <b>-</b>          | <b>39,410</b>     | <b>228,472</b>     | <b>464,481</b>       | <b>272,209</b>      |

|               |           |          |
|---------------|-----------|----------|
| Budget Detail | MEASURE M | 236-6011 |
|---------------|-----------|----------|

## PERSONNEL SERVICES

- 7000 Salaries – Regular Employees  
Provides partial compensation for Transportation Division. Refer to the Appendix for a detailed allocation list.

## OPERATIONS AND MAINTENANCE

- 8170 Professional Services  
Provides funding for implementation of the Neighborhood Traffic Management Program (NTMP) (\$100,000), professional services related to transportation studies and evaluations (\$50,000). (Total \$150,000)
- 8540 Automotive Equipment  
Purchase of Asphalt Truck (\$67,867)

| Acct                                               | Tsk | Account Title              | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|----------------------------------------------------|-----|----------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 7000                                               | 000 | Salaries - Permanent       | 17,438            | 15,444            | 21,961            | 39,578             | 27,085               | 43,156              |
| 7020                                               | 000 | Overtime                   | 191               | 206               | 89                | -                  | 64                   | -                   |
| 7040                                               | 000 | Holiday                    | 861               | 360               | -                 | 346                | 7                    | 278                 |
| 7070                                               | 000 | Leave Buyback              | -                 | -                 | -                 | 490                | -                    | 490                 |
| 7100                                               | 000 | Retirement                 | 2,319             | 5,006             | 6,131             | 4,044              | 2,934                | 4,403               |
| 7100                                               | 010 | CalPERS UAL                |                   |                   | -                 | 5,001              | 5,046                | 5,722               |
| 7108                                               | 000 | Deferred Compensation      | 1,204             | (960)             | 189               | 396                | 299                  | 432                 |
| 7110                                               | 000 | Workers Compensation       | 219               | 449               | 243               | 430                | 343                  | 469                 |
| 7120                                               | 000 | Disability Insurance       | 1,794             | -                 | 655               | -                  | 3,140                | -                   |
| 7130                                               | 000 | Group Health Insurance     | 1,962             | 994               | 1,798             | 5,883              | 2,911                | 5,434               |
| 7140                                               | 000 | Vision Insurance           | 40                | 28                | 36                | 76                 | 50                   | 76                  |
| 7150                                               | 000 | Dental Insurance           | 149               | 104               | 134               | 286                | 184                  | 283                 |
| 7160                                               | 000 | Life Insurance             | 18                | 13                | 18                | 35                 | 23                   | 35                  |
| 7170                                               | 000 | FICA - Medicare            | 286               | 242               | 327               | 574                | 427                  | 626                 |
|                                                    |     | <WAGES & BENEFITS>         | 26,481            | 21,886            | 31,582            | 57,138             | 42,514               | 61,404              |
| 8020                                               | 000 | Special Department Expense | 8,503             | 17,954            | 18,424            | 26,000             | 22,666               | 22,000              |
| 8170                                               | 000 | Professional Services      | 5,517             | 42,523            | 84,192            | 135,000            | 104,000              | 60,400              |
| 8180                                               | 000 | Contract Services          | 2,054             | 12,331            | 20,496            | 95,000             | 40,000               | 94,600              |
|                                                    |     | <OPERATIONS & MAINTENANCE> | 16,074            | 72,809            | 123,113           | 256,000            | 166,666              | 177,000             |
| <b>[239-6011] PW Admin &amp; Engineering Total</b> |     |                            | <b>42,555</b>     | <b>94,695</b>     | <b>154,695</b>    | <b>313,138</b>     | <b>209,180</b>       | <b>238,404</b>      |

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**PERSONNEL SERVICES**7000 Salaries – Regular Employees

Provides partial compensation for Engineering Division and Administrative Staff related to Stormwater Maintenance and Infrastructure. Refer to the Appendix for a detailed allocation list.

7010 Salaries – Part-Time

Funds partial compensation for seasonal and other non-salaried part-time employees..

**OPERATIONS & MAINTENANCE**8020 Special Department Expense

Provides funds for annual NPDES storm drain permit (\$11,000), implementation of the Enhanced Watershed Management Program (EWMP) (\$11,000). (Total \$22,000)

8170 Professional Services

Provides for the cost of professional services related to National Pollutant Discharge Elimination System (NPDES) Permit compliance (\$39,000), Professional services related to implementation of the Safe Clean Water Program (SCWP) (\$21,400). (Total \$60,400)

8180 Contract Services

Provides contracted services for catch basin cleaning, catch basin protection and repair, trash capture inserts, Municipal Separate Storm Sewer System (MS4) Permit compliance, and other stormwater related services. (Total \$94,600)

| Acct                                | Tsk | Account Title                | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|-------------------------------------|-----|------------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 7000                                | 000 | Salaries - Permanent         | 583,898           | 619,654           | 692,732           | 943,124            | 811,251              | 733,352             |
| 7010                                | 000 | Salaries - Temp / Part       | 31,658            | -                 | 3,334             | -                  | 198                  | 6,240               |
| 7020                                | 000 | Overtime                     | 36,597            | 40,443            | 49,925            | -                  | 75,897               | 85,000              |
| 7040                                | 000 | Holiday                      | 20,060            | 15,444            | 1,075             | 12,985             | 5,487                | 11,540              |
| 7055                                | 000 | IOD - Non Safety             | -                 | -                 | -                 | -                  | 389                  | -                   |
| 7070                                | 000 | Leave Buyback                | -                 | -                 | -                 | 4,107              | -                    | 4,107               |
| 7100                                | 000 | Retirement                   | 116,670           | 282,956           | 190,511           | 101,928            | 86,872               | 79,368              |
| 7100                                | 010 | CalPERS UAL                  | -                 | -                 | -                 | 157,293            | 158,702              | 126,781             |
| 7108                                | 000 | Deferred Compensation        | 24,689            | (20,169)          | 5,122             | 9,316              | 8,890                | 7,294               |
| 7110                                | 000 | Workers Compensation         | 21,694            | 22,272            | 23,475            | 35,213             | 32,161               | 25,371              |
| 7120                                | 000 | Disability Insurance         | 1,392             | 2,062             | 1,966             | -                  | 6,280                | -                   |
| 7130                                | 000 | Group Health Insurance       | 65,393            | 60,832            | 81,364            | 158,961            | 111,093              | 118,642             |
| 7131                                | 000 | Retiree Health Insurance     | -                 | -                 | -                 | -                  | -                    | -                   |
| 7140                                | 000 | Vision Insurance             | 1,724             | 1,850             | 1,771             | 2,631              | 2,223                | 1,585               |
| 7150                                | 000 | Dental Insurance             | 5,875             | 6,347             | 6,200             | 9,698              | 8,060                | 5,986               |
| 7160                                | 000 | Life Insurance               | 727               | 803               | 811               | 1,188              | 1,016                | 853                 |
| 7170                                | 000 | FICA - Medicare              | 9,680             | 9,910             | 11,257            | 13,675             | 12,688               | 11,168              |
| <WAGES & BENEFITS>                  |     |                              | 920,056           | 1,042,403         | 1,069,542         | 1,450,119          | 1,321,206            | 1,217,287           |
| 8000                                | 000 | Office Supplies              | 4,313             | 4,301             | 444               | 3,700              | 3,500                | 3,500               |
| 8010                                | 000 | Postage                      | 127               | 12                | -                 | 400                | -                    | 400                 |
| 8020                                | 000 | Special Department Expense   | 14,913            | 49,073            | 101,048           | 387,000            | 305,000              | 381,000             |
| 8050                                | 000 | Printing/Duplicating         | 66                | 404               | -                 | 3,500              | 2,000                | 3,500               |
| 8060                                | 000 | Dues & Memberships           | -                 | -                 | 295               | 10,700             | 3,900                | 7,700               |
| 8070                                | 000 | Mileage/Auto Allowance       | 616               | 1,754             | 1,072             | 2,500              | 1,175                | 2,500               |
| 8090                                | 000 | Conference & Meeting Expense | -                 | -                 | 60                | 3,500              | 2,000                | 3,500               |
| 8100                                | 000 | Vehicle Maintenance          | 7,620             | 3,744             | 1,336             | 14,000             | 14,000               | 38,200              |
| 8105                                | 000 | Fuel                         | -                 | -                 | -                 | 20,000             | 14,600               | 15,000              |
| 8110                                | 000 | Equipment Maintenance        | 9,224             | 1,378             | 1,837             | 15,000             | 12,500               | 27,000              |
| 8120                                | 000 | Building Maintenance         | 15,562            | 16,289            | 18,823            | 17,000             | 10,500               | 20,900              |
| 8130                                | 000 | Small Tools                  | 4,902             | 394               | 9,223             | 10,000             | 7,100                | 10,000              |
| 8132                                | 000 | Uniform Expense/Cleaning     | 2,864             | 3,170             | 3,465             | 3,500              | 3,500                | 4,500               |
| 8134                                | 000 | Safety Clothing/Equipment    | 2,387             | 726               | 2,920             | 9,400              | 9,490                | 9,400               |
| 8140                                | 000 | Utilities                    | 49,179            | 64,668            | 70,778            | 83,000             | 89,500               | 89,500              |
| 8150                                | 000 | Telephone                    | 8,832             | 4,510             | 836               | 10,500             | -                    | -                   |
| 8160                                | 000 | Legal Service                | -                 | 1,838             | 9,831             | -                  | -                    | -                   |
| 8170                                | 000 | Professional Services        | 19,963            | 10,150            | 10,503            | 184,500            | 26,000               | 184,500             |
| 8180                                | 000 | Contract Services            | 25,109            | 44,634            | 32,901            | 158,000            | 76,700               | 173,000             |
| 8191                                | 000 | Liability & Surety Bonds     | (78,000)          | 450,000           | 490,000           | 490,000            | 784,724              | 696,431             |
| 8200                                | 000 | Training Expense             | 595               | 420               | 949               | 2,000              | 2,000                | 2,800               |
| 8229                                | 000 | Taxes                        | 4,392             | 4,485             | 4,532             | 5,000              | 5,000                | 5,000               |
| 8400                                | 000 | Overhead Allocation          | 117,114           | 117,114           | 117,114           | 117,114            | 117,114              | 117,114             |
| <OPERATIONS & MAINTENANCE>          |     |                              | 209,777           | 779,066           | 877,968           | 1,550,314          | 1,490,303            | 1,795,445           |
| 8530                                | 000 | Computer Equipment           | -                 | -                 | -                 | -                  | -                    | -                   |
| 8540                                | 000 | Automotive Equipment         | -                 | -                 | -                 | 410,000            | -                    | 527,867             |
| 8572                                | 000 | Meters                       | 23,735            | 13,049            | -                 | -                  | -                    | -                   |
| 8573                                | 000 | Fire Hydrants                | 5,762             | 5,330             | -                 | -                  | -                    | -                   |
| 8574                                | 000 | Valves                       | -                 | -                 | -                 | -                  | -                    | -                   |
| <CAPITAL OUTLAY>                    |     |                              | 29,496            | 18,379            | -                 | 410,000            | -                    | 527,867             |
| [500-6710] Water Distribution Total |     |                              | 1,159,330         | 1,839,847         | 1,947,510         | 3,410,433          | 2,811,509            | 3,540,599           |



**PERSONNEL SERVICES**

- 7000 Salaries – Regular Employees  
Provides partial compensation for Water Division related to Water Distribution, Engineering, & Administrative as well as indirect cost allocations to Finance, Management Services, and City Manager's Office Staff. Refer to the Appendix for a detailed allocation list.
- 7010 Salaries – Part-Time  
Funds partial compensation for seasonal, Public Works Intern, and other non-salaried part-time employees.
- 7020 Overtime  
Funds overtime pay for afterhours emergency response to water main and service connection leaks.
- 7070 Leave Buyback  
Funds to employees who opt to sell back hours of their leave balances.

**OPERATIONS & MAINTENANCE**

- 8000 Office Supplies  
Provides funds for office supplies. (Total \$3,500)
- 8010 Postage  
Provides funds for postal expenses for City mailings, including postage machine lease payment. (Total \$400)
- 8020 Special Department Expense  
Provides for underground service alert fees (\$2,500), staff physical exams and Class B driver license renewals (\$500), parts and supplies for water stock inventory, including fire hydrants, pipes, fitting, valves, copper, meters, gaskets and other supplies for Water Distribution division(\$221,000), backfill sand, base and asphalt, top soil (\$17,500), valve replacement (\$18,500) , replacement of fire hydrants and installation expenses (\$40,000), materials for the installation and repair of fire services for development projects (\$40,000), workstation installations (\$25,000), inventory management system (\$10,000), and emergency rental equipment (\$6,000). (Total \$381,000)
- 8050 Printing and Duplication  
Provides funds for the printing and duplication of materials, plans, and

billing inserts. (Total \$3,500)

8060 Dues, Memberships, Subscriptions, and Books

Purchase of new Water Distribution reference books and membership in SCWUA and AWWA (\$700), and the San Gabriel Valley Water Association (\$7,000). (Total \$7,700)

8070 Mileage/Auto Allowance

Provides reimbursement funds for water related call outs. (Total \$2,500)

8090 Conference & Meeting Expenses

Provides funds for the American Works Association (AWWA) Conference and regional conference & meetings. (Total \$3,500)

8100 Vehicle Maintenance

Provides funds for operational expenses such as oil, tires, batteries, parts, repairs, preventative and routine maintenance of division vehicles and smog certifications. (Total \$38,200)

8105 Fuel

Provides funds for operational fuel expenses. (Total \$15,000)

8110 Equipment Maintenance

Provides funds for repair and maintenance of City owned equipment including air hose supplies (\$2,000) generator, ditch pumps, tapping machine, trench shoring systems, backhoe, compressor and miscellaneous electrical and pneumatic equipment (\$10,000) and upgrade of water line locator, leak detection devices, pressure logger (\$5,000), and supplies for underground work (\$10,000). (Total \$27,000)

8120 Building Maintenance

Provides for repairs to the facilities used by the Water Distribution Division and building supplies (\$6,000) including automatic gate & garage door maintenance (\$6,500), elevator maintenance at Garfield Reservoir (\$8,400). (Total \$20,900)

8130 Small Tools

Provides for replacement or purchase of worn or damaged hand and power tools, including purchase of electrical partner saw, generator (\$5,000), pneumatic pumps (\$3,000), and electrical pumps (\$2,000). (Total \$10,000)

8132 Uniforms and Equipment

Provides for purchase of Uniforms, all functional City apparel and cleaning services. (Total \$4,500)

- 8134 Safety Equipment & Supplies  
Provides for the purchase of personal protective equipment, including, safety vests, hard hats, ear plugs, gloves (\$3,000), safety boots (\$1,900), First-Aid equipment (\$500) and traffic control equipment including work zone signs, cones, and delineators (\$4,000). (Total \$9,400)
- 8140 Utilities  
Provides funds for electrical service to Garfield Water Distribution Facility, water sites by Southern California Edison (\$88,000), CNG fuel (\$1,500). (Total \$89,500)
- 8170 Professional Services  
Provides for professional services to update the water GIS to include water services and meters (\$20,000), Water Rate Study (\$80,000) and hydraulic model analysis for development project include fire flow (\$30,000), and other professional services (\$54,500). (Total \$184,500)
- 8180 Contract Services  
Provides contract services to repair and replace water mains, valves, fire hydrants, and water services (\$100,000) Water Meter reading system and support services (\$12,000), water meter bee removal services (\$3,000), landscaping contract services for water facilities (\$24,000), Janitorial Services (\$11,000), Citywide Cross Connection Program management (\$10,000), and hot tapping services, backflow device testing and repair (\$13,000). (Total \$173,000)
- 8191 Liability Insurance & Surety Bonds and Property  
This account pays a portion of the City's self-insured costs which goes to the Insurance Fund 103. (Total \$696,431)
- 8200 Training Expense  
Provides for training seminars and workshops related to water system distribution certification, such as American Water Works Association (\$2,000), SCUWA staff training (\$400), California Rural Water and State Water Resources Control Board operator certifications (\$400). (Total \$2,800)
- 8229 Taxes  
Property taxes paid to Los Angeles County for Water facilities located outside of South Pasadena City boundaries. (Total \$5,000)
- 8400 Overhead Allocation  
Charges for administrative services provided by the General Fund (Total \$117,114)

## CAPITAL OUTLAY

### 8540 Vehicles and Equipment

Purchase two replacement Water Division vehicles and forklift (\$410,000), partial contribution to an asphalt repair vehicle (\$67,867), and air compressor (\$50,000). (Total \$527,867)

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| Acct                              | Tsk | Account Title              | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|-----------------------------------|-----|----------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 7000                              | 000 | Salaries - Permanent       | 583,898           | 619,654           | 692,732           | 943,124            | 811,251              | 733,352             |
| 7000                              | 000 | Salaries - Permanent       | 369,595           | 321,220           | 288,900           | 163,884            | 89,660               | 356,497             |
| 7010                              | 000 | Salaries - Temp / Part     | -                 | -                 | -                 | -                  | -                    | -                   |
| 7020                              | 000 | Overtime                   | 38,166            | 39,120            | 33,511            | -                  | 128                  | -                   |
| 7040                              | 000 | Holiday                    | 11,503            | 9,544             | 4,463             | 8,767              | -                    | 7,014               |
| 7070                              | 000 | Leave Buyback              | -                 | -                 | -                 | 1,095              | -                    | 1,095               |
| 7100                              | 000 | Retirement                 | 97,798            | 212,478           | 116,408           | 18,029             | 10,479               | 41,265              |
| 7100                              | 010 | CalPERS UAL                | -                 | -                 | -                 | 28,271             | 28,524               | 79,090              |
| 7108                              | 000 | Deferred Compensation      | 13,556            | (11,349)          | 2,424             | 1,638              | 893                  | 3,518               |
| 7110                              | 000 | Workers Compensation       | 13,769            | 13,737            | 12,640            | 6,033              | 2,667                | 15,367              |
| 7120                              | 000 | Disability Insurance       | -                 | -                 | -                 | -                  | 6,280                | -                   |
| 7130                              | 000 | Group Health Insurance     | 36,343            | 26,026            | 31,534            | 22,350             | 5,055                | 43,301              |
| 7131                              | 000 | Retiree Health Insurance   | -                 | -                 | -                 | -                  | -                    | -                   |
| 7140                              | 000 | Vision Insurance           | 937               | 780               | 668               | 351                | 168                  | 961                 |
| 7150                              | 000 | Dental Insurance           | 3,795             | 3,198             | 2,711             | 1,456              | 769                  | 3,420               |
| 7160                              | 000 | Life Insurance             | 425               | 389               | 320               | 163                | 88                   | 415                 |
| 7170                              | 000 | FICA - Medicare            | 6,001             | 5,582             | 4,982             | 2,376              | 1,373                | 5,242               |
| <WAGES & BENEFITS>                |     |                            | 591,888           | 620,725           | 498,560           | 254,414            | 146,085              | 557,184             |
| 8000                              | 000 | Office Supplies            | 1,025             | 1,377             | 76                | 1,500              | 1,500                | 1,500               |
| 8010                              | 000 | Postage                    | 65                | 12                | -                 | 400                | 400                  | 400                 |
| 8020                              | 000 | Special Department Expense | 23,120            | 20,990            | 29,197            | 146,600            | 120,150              | 157,600             |
| 8040                              | 000 | Advertising                | -                 | -                 | -                 | -                  | -                    | -                   |
| 8050                              | 000 | Printing/Duplicating       | -                 | -                 | -                 | 2,000              | 500                  | 2,000               |
| 8060                              | 000 | Dues & Memberships         | 2,373             | 2,443             | 2,812             | 5,600              | 3,000                | 5,600               |
| 8070                              | 000 | Mileage/Auto Allowance     | 259               | 60                | 72                | 600                | 450                  | 600                 |
| 8080                              | 000 | Books/DVDs/CDs             | -                 | -                 | -                 | 500                | -                    | 500                 |
| 8100                              | 000 | Vehicle Maintenance        | 597               | 120               | 1,684             | 6,000              | 6,000                | 8,200               |
| 8110                              | 000 | Equipment Maintenance      | 4,660             | -                 | 165,321           | 231,000            | 65,500               | 236,000             |
| 8120                              | 000 | Building Maintenance       | 496               | -                 | 2,696             | 10,500             | 7,000                | 10,500              |
| 8130                              | 000 | Small Tools                | -                 | 989               | -                 | 1,000              | 1,000                | 1,000               |
| 8132                              | 000 | Uniform Expense/Cleaning   | 2,014             | 1,610             | 1,230             | 2,500              | 2,000                | 2,500               |
| 8134                              | 000 | Safety Clothing/Equipment  | 1,197             | 718               | 995               | 2,950              | 2,950                | 2,950               |
| 8140                              | 000 | Utilities                  | 5,986             | 2,230             | 1,744             | 7,000              | 2,100                | 5,000               |
| 8150                              | 000 | Telephone                  | -                 | -                 | -                 | 1,200              | -                    | -                   |
| 8152                              | 000 | Pumping Power              | 692,436           | 684,049           | 719,947           | 935,000            | 960,000              | 1,000,000           |
| 8170                              | 000 | Professional Services      | 128,616           | 141,858           | 221,296           | 210,000            | 127,000              | 228,300             |
| 8180                              | 000 | Contract Services          | 417,062           | 221,640           | 221,640           | 1,150,000          | 565,000              | 1,100,000           |
| 8200                              | 000 | Training Expense           | -                 | -                 | 389               | 1,500              | 1,400                | 1,500               |
| 8231                              | 000 | Water Purchases - Resale   | 345,861           | 466,942           | 247,072           | 310,000            | 50,700               | 310,000             |
| 8233                              | 000 | Watermaster Charges        | 716,542           | 635,780           | 560,204           | 1,350,000          | 650,000              | 1,350,000           |
| 8400                              | 000 | Overhead Allocation        | 205,267           | 205,267           | 205,267           | 205,267            | -                    | 205,267             |
| <OPERATIONS & MAINTENANCE>        |     |                            | 2,547,577         | 2,386,087         | 2,381,642         | 4,581,117          | 2,566,650            | 4,629,417           |
| 8520                              | 000 | Machinery & Equipment      | -                 | -                 | -                 | -                  | -                    | -                   |
| 8530                              | 000 | Computer Equipment         | 3,211             | -                 | -                 | 20,000             | -                    | 20,000              |
| 8540                              | 000 | Automotive Equipment       | -                 | -                 | -                 | 290,000            | -                    | 290,000             |
| <CAPITAL OUTLAY>                  |     |                            | 3,211             | -                 | -                 | 310,000            | -                    | 310,000             |
| [500-6711] Water Production Total |     |                            | 3,142,676         | 3,006,811         | 2,880,202         | 5,145,531          | 2,712,735            | 5,496,601           |

**PERSONNEL SERVICES**7000 Salaries – Regular Employees

Provides partial compensation for Water Division related to Water Production, Engineering, & Administrative as well as indirect cost allocations to Finance, Management Services, and City Manager's Office Staff. Refer to the Appendix for a detailed allocation list.

7010 Salaries – Part-Time

Funds partial compensation for seasonal, Public Works Intern, and other non-salaried part-time employees.

7020 Overtime

Funds overtime pay for afterhours emergency response to water production problems and for coverage during vacations, sick leave and other extended employee absences.

7040 Holiday

Provides funds to employees whose work rotation falls on holidays.

7070 Leave Buyback

Funds employees who opt to sell back hours of their leave balances.

**OPERATIONS & MAINTENANCE**8000 Office Supplies

Provides funds for office supplies and miscellaneous expenses. (Total \$1,500)

8010 Postage

Provides funds for postal expenses for City mailings. (Total \$400)

8020 Special Department Expense

Provides for special and miscellaneous department supplies and services including: salt for sodium hypochlorite generation at Wilson, Garfield, and Graves Reservoir (\$23,400), chlorine analyzer solution and other water quality chemistry supplies(\$27,000), turbine oil (\$1,000), backwash tank rentals (\$6,000), chemical pipe supplies (\$2,500), and parts and supplies (\$2,500), SCADA DSL line at Wilson and Garfield Reservoir (\$3,000), State Water Resources Control Board administration fees (\$45,000), San Gabriel Basin Water Quality Authority administrative fee (\$47,000), and staff physical exams and Class B driver license renewals (\$200). (Total \$157,600)

- 8050 Printing and Duplication  
Provides funds for the printing and duplication of materials such as the annual Consumer Confidence Report and water system maps. (Total \$2,000)
- 8060 Dues, Memberships, Subscriptions  
Provides funds for City membership fees and dues for the American Water Works Association. (Total \$5,600)
- 8070 Mileage/Auto Allowance  
To provide reimbursement for water related call outs. (Total \$600)
- 8080 Books, Videos, Magazines, and Recordings  
Provides funds for the purchase of reference books and manuals from AWWA. (Total \$500)
- 8100 Vehicle Maintenance and Operations  
Provides funds for operational expenses such as gas, oil, tires, batteries, parts, repairs, preventative and routine maintenance of division vehicles and smog certifications. (Total \$8,200)
- 8110 Equipment Maintenance  
Provides funds for pump maintenance and emergency services (\$149,000), water softener (\$3,000), generator services (\$3,000), chlorine equipment maintenance (\$30,000), valve & pump maintenance (\$10,000), compressor maintenance (\$5,000), Nitrate Analyzer Maintenance (\$36,000). (Total \$236,000)
- 8120 Building Maintenance  
Provides funds to repair HVAC, painting, electrical maintenance, and gate maintenance at water facilities. (Total \$10,500)
- 8130 Small Tools  
Provides for replacement or purchase of worn or damaged hand and power tools. (Total \$1,000)
- 8132 Uniforms and Equipment  
Provides for the purchase of Uniforms, all functional City apparel and cleaning services. (Total \$2,500)
- 8134 Safety Equipment & Supplies  
Provides for the purchase of personal protective equipment, safety equipment and supplies including safety boots (\$750), First-Aid equipment (\$1,500), gloves, hard hats, vest, ear plugs (\$200), chemical resistant PPE (\$500). (Total \$2,950)

- 8140 Utilities  
Provides for electric service to water system facilities used by the Water Production Division other than power for pumping. (Total \$5,000)
- 8152 Pumping Power  
This account provides funds for electrical and energy charges associated with operating well and booster pumps. (Total \$1,000,000)
- 8170 Professional Services  
Provides for professional services such as water quality testing including water quality monitoring city wide and at the Wilson & Graves Wellhead treatment systems (\$65,000), security services at elevated tanks and reservoirs (\$3,300), consultant services for preparation of the annual Consumer Confidence Report and Water Audit, and as needed consulting services for water production (\$60,000), SCADA system maintenance (\$30,000), and water quality and treatment cost reduction study (\$70,000). (Total \$228,300)
- 8180 Contract Services  
Granular activated carbon media replacement for Wilson Wellhead Treatment system and Graves Treatment system (\$850,000), Graves Reservoir Ion exchange generation salt (\$75,000), weed abatement and reservoir tree maintenance (\$15,000), waste brine treatment & disposal (\$110,000), and Reservoir tank Inspection and cleaning (\$50,000). (Total \$1,100,000)
- 8200 Training Expense  
Provides for AWWA training seminars and workshops related to water supply and production to maintain required state certification of operators (Total \$1,500).
- 8231 Water Purchases – Resale  
This account provides funds to purchase water from the City of Pasadena (\$45,000), Cal American Water (\$5,000), and MWD purchase through Upper San Gabriel Valley Water District supplement the City's well production (\$260,000). (Total \$310,000)
- 8233 Watermaster Charges  
This account provides the funds to pay for extraction of groundwater from the Main San Gabriel Basin within the City's water rights, excess extraction premiums beyond the adjudicated rights, and for fees for the cleanup of the ground water basin. (Total \$1,350,000)
- 8400 Overhead Allocation  
Charges for administrative services provided by the General Fund. (Total \$205,267)



## **CAPITAL OUTLAY**

8530 Computer Equipment

Provide replacement computer equipment for the Water Division Supervisory Control and Data Acquisition (SCADA) system. (Total \$20,000)

8540 Vehicles and Equipment

Purchase a Water Division Valve Truck to implement a preventative maintenance valve exercise program. (Total \$290,000)

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| Acct                                     | Tsk | Account Title                 | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|------------------------------------------|-----|-------------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 7000                                     | 000 | Salaries - Permanent          | 57,146            | 73,135            | 47,967            | 88,901             | 110,865              | 89,144              |
| 7010                                     | 000 | Salaries - Temp / Part        | 3,243             | 8,281             | 14,360            | 22,729             | 5,167                | 15,048              |
| 7020                                     | 000 | Overtime                      | 2,950             | 2,684             | 309               | -                  | 5,371                | 4,500               |
| 7040                                     | 000 | Holiday                       | 2,644             | 1,607             | -                 | 1,531              | 25                   | 1,231               |
| 7070                                     | 000 | Leave Buyback                 | -                 | -                 | -                 | 548                | -                    | 548                 |
| 7100                                     | 000 | Retirement                    | 19,866            | 40,069            | 8,674             | 8,194              | 9,765                | 8,261               |
| 7100                                     | 010 | CalPERS UAL                   | -                 | -                 | -                 | 6,481              | 6,539                | 6,386               |
| 7108                                     | 000 | Deferred Compensation         | 2,987             | (2,426)           | 722               | 885                | 1,177                | 891                 |
| 7110                                     | 000 | Workers Compensation          | 910               | 1,140             | 1,095             | 1,409              | 1,337                | 1,340               |
| 7120                                     | 000 | Workers Compensation          | 5,463             | -                 | 11,790            | -                  | -                    | -                   |
| 7130                                     | 000 | Group Health Insurance        | 10,923            | 8,552             | 11,813            | 29,895             | 9,947                | 6,728               |
| 7140                                     | 000 | Vision Insurance              | 140               | 127               | 126               | 305                | 210                  | 54                  |
| 7150                                     | 000 | Dental Insurance              | 520               | 470               | 592               | 1,200              | 812                  | 259                 |
| 7160                                     | 000 | Life Insurance                | 79                | 76                | 71                | 134                | 122                  | 83                  |
| 7170                                     | 000 | FICA - Medicare               | 966               | 1,305             | 2,063             | 3,028              | 2,110                | 2,448               |
|                                          |     | <WAGES & BENEFITS>            | 107,838           | 135,019           | 99,582            | 165,242            | 153,449              | 136,921             |
| 8000                                     | 000 | Office Supplies               | 66                | -                 | 506               | 2,000              | 1,000                | 2,000               |
| 8010                                     | 000 | Postage                       | -                 | 154               | -                 | 2,500              | -                    | 2,500               |
| 8020                                     | 000 | Special Department Expense    | 5,465             | 161               | 7,806             | 25,000             | 2,330                | 25,000              |
| 8032                                     | 000 | Water Efficiency Fee Projects | 20,147            | 24,412            | 69,048            | 125,000            | 60,000               | 125,000             |
| 8060                                     | 000 | Dues & Memberships            | -                 | -                 | -                 | 2,500              | -                    | 2,500               |
| 8070                                     | 000 | Mileage/Auto Allowance        | -                 | 10                | 41                | 200                | 50                   | 200                 |
| 8090                                     | 000 | Conference & Meeting Expense  | -                 | -                 | -                 | 2,000              | -                    | 2,000               |
|                                          |     | <OPERATIONS & MAINTENANCE>    | 25,678            | 24,737            | 77,401            | 159,200            | 63,380               | 159,200             |
| 8540                                     | 000 | Automotive Equipment          | -                 | -                 | -                 | 40,000             | -                    | 40,000              |
|                                          |     | <CAPITAL OUTLAY>              | -                 | -                 | -                 | 40,000             | -                    | 40,000              |
| <b>[503-6713] Water Efficiency Total</b> |     |                               | <b>133,516</b>    | <b>159,756</b>    | <b>176,983</b>    | <b>364,442</b>     | <b>216,829</b>       | <b>336,121</b>      |

**PERSONNEL SERVICES**

- 7000 Salaries – Regular Employees  
Provides the partial compensation for the Environmental Services & Sustainability Division & Administrative Staff. Refer to the Appendix for a detailed allocation list.
- 7010 Salaries – Part-Time  
Provides partial compensation for seasonal and other non-salaried part-time employees.
- 7020 Overtime  
Funds the cost of overtime for non-management staff attending City Council and commission meetings and, as authorized, official City events outside of regular office hours.
- 7010 Salaries – Part-Time  
Provides compensation for a part time intern to assist in processing water conservation program permits.

**OPERATIONS & MAINTENANCE**

- 8000 Office Supplies  
Provides funds for department office supplies (Total \$2,000)
- 8010 Postage  
Provides funds for postal related expenses for environmental newsletters and documents. (Total \$2,500)
- 8020 Special Department Expense  
Provides funds water conservation and sustainability supplies and services including, but not limited to, computer supplies and subscriptions (\$350), expenditures related to promotional materials, event supplies, or other materials (\$2,650), Expenditures related to printing, document production, flyers, bill inserts, door hangers, custom items, and other media, marketing, or materials used for events, meetings, programs, outreach, and community classes related to water conservation education (\$22,000). (Total \$25,000)
- 8032 Water Efficiency Fee Projects  
Provides funds for Expenditures related to Water Conservation Rebates for Residents (\$50,000), and Expenditures related to Water Efficiency initiatives, including Upper San Gabriel Valley MWD matching funds

towards Metropolitan Water District rebate programs (\$75,000). (Total \$125,000)

8060 Dues, Memberships, Subscriptions, and Books

Water Conservation related memberships, including American Water Works Association (AWWA) and California Water Efficiency Partnership (CalWEP). (Total \$2,500)

8070 Mileage Reimbursement

Provides funds for mileage reimbursement to water conservation, environmental and sustainability events. (Total \$200)

8090 Conference and Meeting Expense

Provides funds for attending conferences and meetings related to water conservation, environmental and sustainability. (Total \$2,000)

**CAPITAL OUTLAY**

8540 Automotive Equipment

Refurbishment of vehicle for promoting environmental conservation. (Total \$40,000)

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# COMMUNITY DEVELOPMENT DEPARTMENT FISCAL YEAR 2024-25 BUDGET SNAPSHOT

## OVERVIEW

The Community Development Department is comprised of five divisions: Planning, Building and Safety, Community Improvement (code enforcement), Housing, and Film and Art. Staff in Community Development serves the Planning Commission, Cultural Heritage Commission, Design Review Board, and Public Art Commission. The Planning staff administers the City's Zoning Code including land use and development regulations, processes land use permits, and undertakes long range land use planning. The Building staff enforces construction standards to safeguard life, health, and property by reviewing building plans for code compliance, issuing building permits, and performing construction inspections. The Community Improvement staff works with property owners to secure compliance with the municipal code and health and safety issues. The Housing Division focuses on developing affordable housing policies and implementing strategies to improve housing opportunities for all income levels. The department is also home to the South Pasadena Film Office which coordinates all filming activity in the City.

### Notable Changes - Wages and Benefits

Community Development is not requesting any new positions or changes to positions for Fiscal Year 2024-25.

### Notable Changes - Operations and Maintenance

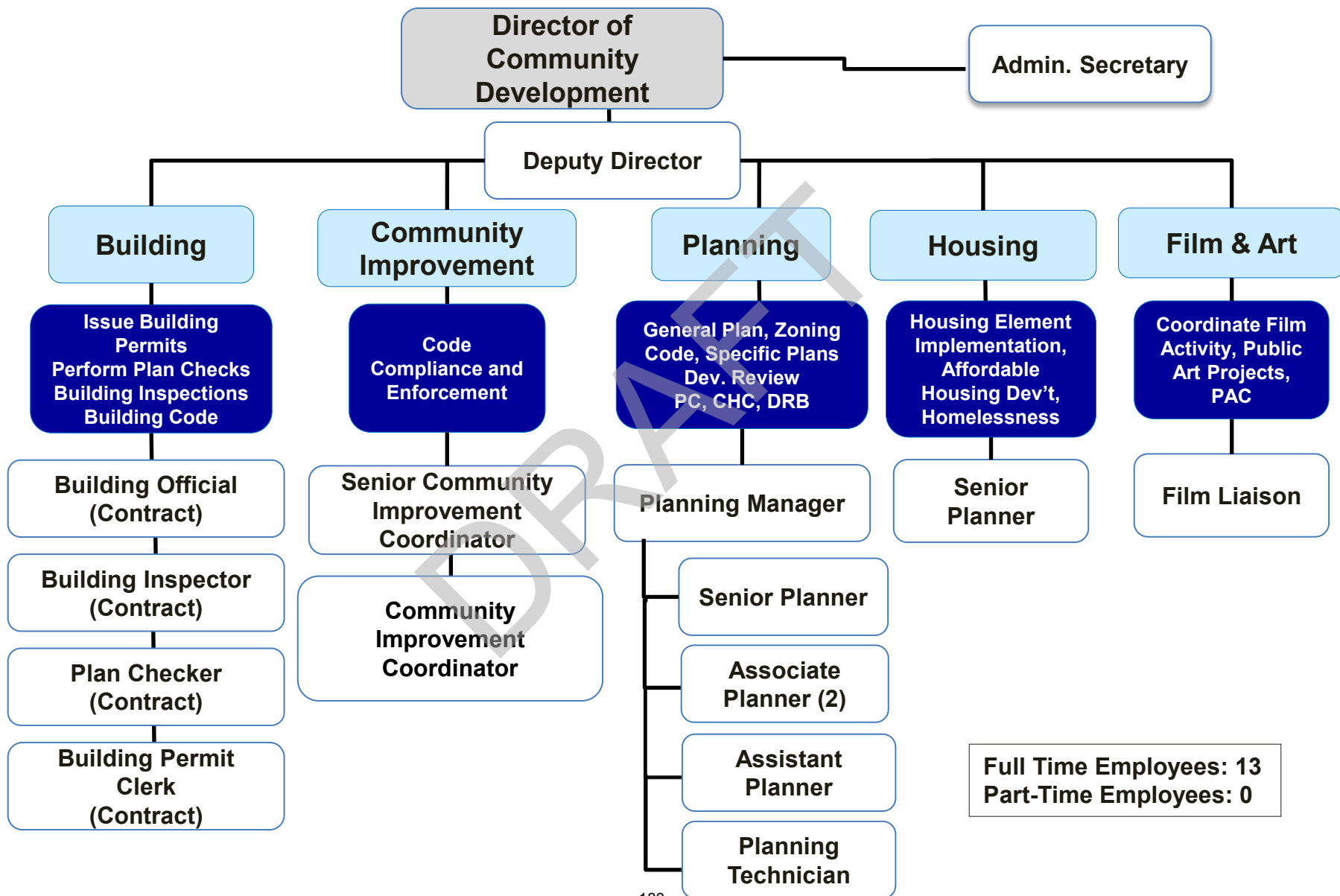
The Community Development Department will continue to focus on implementation of the 6th Cycle Housing Element programs. The budget for Professional Services includes:

- rent stabilization analysis, program design, and community input;
- on call consultants for GIS and mapping;
- on call architect services for ministerial qualifying mixed-use/residential projects;
- code updates to the Cultural Heritage Ordinance; and
- technical analysis and education related to the height limit ballot measure.

### Capital Outlay

The Housing Authority owned property at 308 San Pasqual is in need of some improvements including the replacement and relocation of the gas wall heater, potential reroof, and septic tank inspection and potential pumping.

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|                                               | Actual           | Actual           | Actual           | Adopted          | Estimated        | Proposed         |
|-----------------------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| EXPENDITURE SUMMARY                           | 2020/21          | 2021/22          | 2022/23          | 2023/24          | 2023/24          | 2024/25          |
| Wages & Benefits                              | 1,108,800        | 1,304,611        | 1,549,492        | 1,981,414        | 1,697,528        | 1,856,242        |
| Operations & Maintenance                      | 721,329          | 1,124,402        | 2,023,786        | 2,135,581        | 1,389,100        | 1,823,150        |
| Capital Outlay                                | -                | -                | 36,876           | -                | -                | -                |
| <b>Total Expenses by Category</b>             | <b>1,830,130</b> | <b>2,429,014</b> | <b>3,610,154</b> | <b>4,116,995</b> | <b>3,086,628</b> | <b>3,679,392</b> |
| [101-7011] Community Development              | 1,819,769        | 2,428,641        | 3,569,588        | 4,100,795        | 3,079,928        | 3,515,392        |
| [105-7011] Facilities & Equipment Replacement | -                | -                | 36,876           | -                | -                | -                |
| [228-7220] Housing Authority                  | 10,361           | 373              | 3,690            | 16,200           | 6,700            | 139,000          |
| [278-7011] Community Development              | -                | -                | -                | -                | -                | 25,000           |
| <b>Total Expenses by Program</b>              | <b>1,830,130</b> | <b>2,429,014</b> | <b>3,610,154</b> | <b>4,116,995</b> | <b>3,086,628</b> | <b>3,679,392</b> |

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| Acct                                          | Tsk | Account Title                | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|-----------------------------------------------|-----|------------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 7000                                          | 000 | Salaries - Permanent         | 672,364           | 713,825           | 996,271           | 1,256,252          | 1,143,724            | 1,234,272           |
| 7010                                          | 000 | Salaries - Temp / Part       | 142,722           | 103,634           | 140,094           | 127,310            | 79,014               | 43,386              |
| 7020                                          | 000 | Overtime                     | 1,041             | 3,742             | 19,520            | 15,000             | 9,413                | 15,000              |
| 7040                                          | 000 | Holiday                      | 14,192            | 8,755             | -                 | 7,229              | -                    | 5,783               |
| 7055                                          | 000 | IOD - Non-Safety             | -                 | -                 | -                 | -                  | 3,222                | -                   |
| 7070                                          | 000 | Leave Buyback                | -                 | 15,859            | -                 | 9,496              | -                    | 9,496               |
| 7100                                          | 000 | Retirement                   | 144,519           | 390,914           | 251,582           | 128,201            | 113,197              | 129,266             |
| 7100                                          | 010 | CalPERS UAL                  | -                 | -                 | -                 | 161,675            | 163,123              | 185,292             |
| 7108                                          | 000 | Deferred Compensation        | 34,217            | (24,752)          | 7,369             | 12,545             | 11,228               | 12,329              |
| 7110                                          | 000 | Workers Compensation         | 9,415             | 9,067             | 13,002            | 15,125             | 13,135               | 14,328              |
| 7120                                          | 000 | Disability Insurance         | 13,337            | 2,653             | -                 | -                  | -                    | -                   |
| 7122                                          | 000 | Unemployment Insurance       | 1,360             | -                 | -                 | -                  | -                    | -                   |
| 7130                                          | 000 | Group Health Insurance       | 54,223            | 60,861            | 92,581            | 210,060            | 130,382              | 174,431             |
| 7140                                          | 000 | Vision Insurance             | 1,319             | 1,416             | 1,971             | 2,743              | 2,265                | 2,203               |
| 7150                                          | 000 | Dental Insurance             | 4,915             | 5,406             | 7,532             | 10,250             | 8,222                | 8,072               |
| 7160                                          | 000 | Life Insurance               | 668               | 665               | 1,009             | 1,287              | 1,113                | 1,163               |
| 7170                                          | 000 | FICA - Medicare              | 14,508            | 12,569            | 18,561            | 24,241             | 19,488               | 21,221              |
| <WAGES & BENEFITS>                            |     |                              | 1,108,800         | 1,304,611         | 1,549,492         | 1,981,414          | 1,697,528            | 1,856,242           |
| 8000                                          | 000 | Office Supplies              | 470               | 6,472             | 8,551             | 20,000             | 8,000                | 10,000              |
| 8010                                          | 000 | Postage                      | 6,769             | 2,639             | 6,574             | 15,000             | 7,000                | 7,000               |
| 8020                                          | 000 | Special Department Expense   | 8,173             | 4,358             | 7,498             | 6,122              | 6,300                | 5,000               |
| 8040                                          | 000 | Advertising                  | -                 | 250               | 70,840            | 10,000             | 300                  | 300                 |
| 8050                                          | 000 | Printing/Duplicating         | 10,526            | 10,644            | 6,275             | 11,000             | 3,500                | 6,000               |
| 8060                                          | 000 | Dues & Memberships           | 25,400            | 12,050            | 13,328            | 15,009             | 15,900               | 15,610              |
| 8090                                          | 000 | Conference & Meeting Expense | 275               | 50                | 7,845             | 27,075             | 7,200                | 13,190              |
| 8100                                          | 000 | Vehicle Maintenance          | 2,032             | 2,554             | 1,276             | 1,000              | 400                  | 500                 |
| 8110                                          | 000 | Equipment Maintenance        | -                 | -                 | -                 | -                  | -                    | -                   |
| 8160                                          | 000 | Legal Service                | -                 | -                 | -                 | -                  | 3,500                | 30,000              |
| 8165                                          | 000 | Legal Fees - Comm Dev        | -                 | -                 | 90,132            | -                  | -                    | -                   |
| 8170                                          | 000 | Professional Services        | 293,955           | 235,396           | 495,059           | 1,187,000          | 500,000              | 710,000             |
| 8180                                          | 000 | Contract Services            | 351,629           | 849,618           | 1,307,660         | 794,500            | 830,000              | 857,500             |
| 8200                                          | 000 | Training Expense             | 380               | -                 | 4,866             | 3,000              | 300                  | 2,700               |
| 8257                                          | 000 | Boards & Commissions         | -                 | -                 | 191               | 4,675              | -                    | 1,350               |
| 8260                                          | 000 | Public Art                   | 11,360            | -                 | -                 | 25,000             | -                    | -                   |
| <OPERATIONS & MAINTENANCE>                    |     |                              | 710,968           | 1,124,030         | 2,020,096         | 2,119,381          | 1,382,400            | 1,659,150           |
| <b>[101-7011] Community Development Total</b> |     |                              | <b>1,819,769</b>  | <b>2,428,641</b>  | <b>3,569,588</b>  | <b>4,100,795</b>   | <b>3,079,928</b>     | <b>3,515,392</b>    |

## COMMUNITY DEVELOPMENT

### Budget Detail

101-7011

#### PERSONNEL SERVICES

7000 Regular Salaries

Provides for compensation for the Community Development Director, Deputy Director, Planning Manager, one Senior Planner for Housing Programs, one Senior Planner, two Associate Planners, one Assistant Planner, one Planning Counter Technician, one Film Liaison, one Senior Community Improvement Coordinator, one Community Improvement Coordinator, and one Administrative Secretary. Refer to the Appendix for a detailed allocation list.

7010 Salaries – Part-Time

Provides compensation for seasonal, temporary, and other non-salaried part-time employees.

7020 Overtime

Provides compensation for overtime duty for department staff.

7070 Leave Buyback

Provides funds to employees who opt to sell back hours of their leave balances.

#### OPERATIONS & MAINTENANCE

8000 Office Supplies

Provides funds for regular office supplies (\$10,000).

8010 Postage

Provides funds for postal expenses for City mailings. These expenses are recovered as part of application fees (\$7,000).

8020 Special Department Expense

Provides for special department supplies and services such as miscellaneous supplies and furniture (i.e. chairs), staff apparel for field and community events, code enforcement field equipment, planning books. (\$5,000)

8040 Advertising

Provides funds for non-legal notices required for SW Monterey Hills construction projects (\$300)

8050 Printing and Duplication

Provides funds for the printing and duplication of materials such as building permit forms, inspection forms, department envelopes, reproduction of maps, plans, department flyers/brochures, and other reports and materials (\$6,000).

- 8060 Dues, Memberships, Subscriptions, and Books  
Provides funds for membership fees, dues, and publications of professional organizations and continuing education materials, such as the American Planning Association, California Association of Code Enforcement, International Council of Building Officials and California Preservation Foundation, and Film Liaisons in California Statewide (\$15,610).
- 8090 Conference and Meeting Expense  
Provides funds for conference registration, and meeting expenses, including the annual conference of the California Chapter of the American Planning Association, National American Planning Association, California Association of Code Enforcement, SCANPH, CA Preservation Foundation (Total \$13,190).
- 8100 Vehicle Maintenance  
Provides funds for operational costs for gas, oil, tires, batteries, parts, and repairs of Planning & Building hybrid vehicle (\$500).
- 8110 Equipment Maintenance
- 8160 Department Special Counsel  
Provides attorney services related to Holy Family (\$30,000).
- 8170 Professional Services  
Provides funding for consultant services and other services related to planning, building, community improvement, and housing including Strategic Plan priorities. Housing Element Policy and Programs:
- Potential HE Amendment and related CEQA documents (\$225,000)
  - Tenant Protections/Rent Stabilization Study (\$200,000)
  - Cultural Heritage Ordinance minor updates/revisions (\$50,000)
  - Height Limit Ballot Measure (\$50,000)
  - Missing Middle Housing Program (\$25,000)
- On Call City Architect for ministerial mixed use and residential projects (\$60,000)  
On Call GIS and Mapping Services (\$40,000)  
Planning, CEQA & Historic Resource Evaluation consultants (\$60,000)  
(Total \$710,000)
- 8180 Contract Services  
Provides for building inspection, building official, building clerk building permit issuance and plan checking services provided under contract by Transtech (\$850,000). Code Enforcement citation processing and collections (\$4,500) and emergency fencing/board ups (\$3,000)  
(Total \$857,500)
- 8200 Employee Training  
Provides funds for required job-related CEQA, land use, form based code and historic preservation training seminars, materials, and training sessions taken by employees on city time (\$2,700).
- 8257 Board & Commissions  
Provides training funds for the Cultural Heritage Commission and Planning Commissions (\$1,350).

| Acct                                 | Tsk | Account Title                  | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|--------------------------------------|-----|--------------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 8120                                 | 000 | Building Maintenance           | 262               | -                 | -                 | 5,000              | -                    | 5,000               |
| 8121                                 | 000 | Utility Credit - Arroyo House  | 1,100             | 1,000             | 1,100             | 1,200              | 1,200                | 2,000               |
| 8180                                 | 000 | Contract Services              | 8,283             | -                 | 2,590             | 10,000             | 5,500                | 132,000             |
| 8182                                 | 000 | Property Tax - Leased Property | 716               | (628)             | -                 | -                  | -                    | -                   |
|                                      |     | <OPERATIONS & MAINTENANCE>     | 10,361            | 373               | 3,690             | 16,200             | 6,700                | 139,000             |
| <b>228 - HOUSING AUTHORITY TOTAL</b> |     |                                | <b>10,361</b>     | <b>373</b>        | <b>3,690</b>      | <b>16,200</b>      | <b>6,700</b>         | <b>139,000</b>      |

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## HOUSING AUTHORITY

### Budget Detail

228-7220

#### OPERATIONS & MAINTENANCE

8120 Building Maintenance

Provides for minor building maintenance of Arroyo House. (Total \$5,000)

8121 Utility Credit – Arroyo House

Provides credit of \$100 per month for the Arroyo House. (Total \$2,000)

8180 Contract Services

Provides funds to track habitability inspection requests (\$15,000), Fair Housing and Legal Services (\$95,000) and Financial Proforma Analysis and underwriting (\$22,000). (Total \$132,000)

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| Acct                                          | Tsk | Account Title              | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|-----------------------------------------------|-----|----------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 8170                                          | 000 | Professional Services      | -                 | -                 | -                 | -                  | -                    | 25,000              |
|                                               |     | <OPERATIONS & MAINTENANCE> | -                 | -                 | -                 | -                  | -                    | 25,000              |
| <b>[278-7011] Community Development Total</b> |     |                            | -                 | -                 | -                 | -                  | -                    | <b>25,000</b>       |

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|                      |                   |                 |
|----------------------|-------------------|-----------------|
| <b>Budget Detail</b> | <b>LEAP GRANT</b> | <b>278-7011</b> |
|----------------------|-------------------|-----------------|

**OPERATIONS & MAINTENANCE**

8170 Professional Services  
 Financial Proforma Analysis and underwriting. (Total \$25,000)

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## **LIBRARY DEPARTMENT FISCAL YEAR 2024-25 BUDGET SNAPSHOT**

### **OVERVIEW**

As a community anchor, the Library supports reading readiness, literacy, lifelong learning, recreation, and professional development with its collections, programs, services, and space. The Library is open 58 hours, 7 days a week, and has exceeded our statistical Key Performance Indicators in almost every category. Through April of Fiscal Year 2023-2024, 3,248 new library cards have been issued and 572 people on average have visited the Library each day. Items were checked out more than 265,670 times and librarians at our reference desks helped 75 daily and planned and presented 184 programs for kids, 42 for adults, and 6 all-ages events which were attended by more than 9,156 people.

The Library's accomplishments in Fiscal Year 2023-2024 were driven by our Strategic Plan and fell into four main categories: operations, technology, facility, and services. We launched a departmental Equity, Diversity and Inclusion Committee, implemented an acquisitions software module that enables us to get new materials into the hands of customers more quickly, launched an Ad Hoc Committee for the Library/Community Center site planning project, and improved communication and outreach to the community by adding more than 1,000 people to our email list, for a total of 5,786.

The Library's goals for Fiscal Year 2024-2025 are tied to the Strategic Plan. Staff will be focused on implementing a Radio Frequency Identification (RFID) system that will vastly improve efficiencies and expand the self-service options that customers expect from a modern library and on implementing new technology that improves printing and scanning options for customers. In collaboration with Public Works, the Library will also be focused on implementing critical safety improvements and completing overdue repairs to the building.

### **Notable Changes - Wages and Benefits**

The Library is not requesting any new full-time positions for Fiscal Year 2024-2025.

### **Notable Changes - Operations and Maintenance**

There are no notable changes to the Library's M&O budget in Fiscal Year 2024-2025.

### **Capital Outlay**

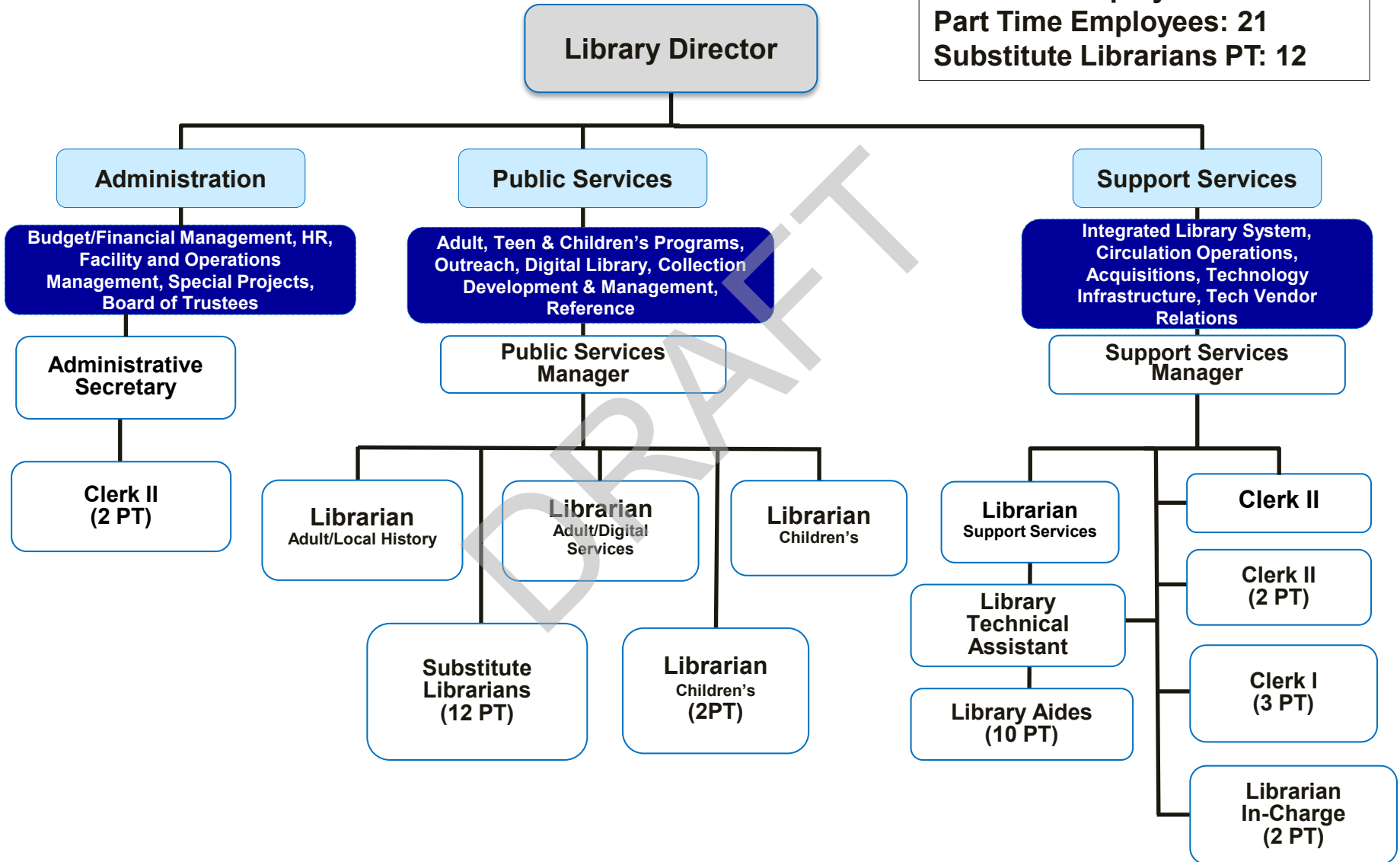
There is a significant reduction in Capital Outlay expenses as compared to the prior Fiscal Year when one-time funds were allocated for improvements to Teen area. Funds for safety-related improvements and building repairs are reflected in the Capital Improvement Plan, not in the Department's Capital Outlay budget.

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# Public Library

Fiscal Year 2024-25

Full Time Employees: 10  
Part Time Employees: 21  
Substitute Librarians PT: 12



|                                   | Actual           | Actual           | Actual           | Adopted          | Estimated        | Proposed         |
|-----------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| EXPENDITURE SUMMARY               | 2020/21          | 2021/22          | 2022/23          | 2023/24          | 2023/24          | 2024/25          |
| Wages & Benefits                  | 1,335,189        | 1,544,306        | 1,499,933        | 1,810,839        | 1,591,086        | 1,878,828        |
| Operations & Maintenance          | 248,738          | 284,301          | 271,371          | 341,395          | 348,971          | 263,650          |
| Capital Outlay                    | 24,442           | 10,525           | 61,696           | 59,000           | 44,000           | 1,500            |
| <b>Total Expenses by Category</b> | <b>1,608,369</b> | <b>1,839,131</b> | <b>1,833,000</b> | <b>2,211,234</b> | <b>1,984,057</b> | <b>2,143,978</b> |
| [101-8011] Library                | 1,608,369        | 1,839,131        | 1,833,000        | 2,211,234        | 1,984,057        | 2,143,978        |
| <b>Total Expenses by Program</b>  | <b>1,608,369</b> | <b>1,839,131</b> | <b>1,833,000</b> | <b>2,211,234</b> | <b>1,984,057</b> | <b>2,143,978</b> |

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| Acct                       | Tsk | Account Title                       | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|----------------------------|-----|-------------------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 7000                       | 000 | Salaries - Permanent                | 707,712           | 727,965           | 789,504           | 904,837            | 850,648              | 923,447             |
| 7010                       | 000 | Salaries - Temp / Part              | 250,634           | 252,424           | 330,182           | 360,000            | 310,063              | 421,993             |
| 7020                       | 000 | Overtime                            | 155               | 519               | 237               | -                  | 101                  | -                   |
| 7040                       | 000 | Holiday                             | 23,432            | 13,727            | 1,391             | 13,598             | 487                  | 10,981              |
| 7070                       | 000 | Leave Buyback                       | -                 | -                 | 5,965             | 18,553             | -                    | 18,553              |
| 7100                       | 000 | Retirement                          | 190,818           | 446,798           | 206,203           | 100,577            | 100,719              | 102,915             |
| 7100                       | 010 | CalPERS UAL                         | -                 | -                 | -                 | 153,309            | 154,682              | 179,137             |
| 7108                       | 000 | Deferred Compensation               | 31,618            | (28,545)          | 5,027             | 8,947              | 8,227                | 9,120               |
| 7110                       | 000 | Workers Compensation                | 11,479            | 12,623            | 14,028            | 19,762             | 13,679               | 16,846              |
| 7120                       | 000 | Disability Insurance                | -                 | -                 | -                 | -                  | -                    | -                   |
| 7122                       | 000 | Unemployment Insurance              | 1,029             | -                 | -                 | -                  | -                    | -                   |
| 7130                       | 000 | Group Health Insurance              | 84,889            | 83,898            | 105,455           | 154,200            | 111,540              | 139,753             |
| 7140                       | 000 | Vision Insurance                    | 1,610             | 1,800             | 1,748             | 2,174              | 1,941                | 2,023               |
| 7150                       | 000 | Dental Insurance                    | 6,022             | 7,034             | 6,930             | 7,840              | 7,108                | 7,397               |
| 7160                       | 000 | Life Insurance                      | 899               | 866               | 894               | 990                | 861                  | 990                 |
| 7170                       | 000 | FICA - Medicare                     | 24,892            | 25,197            | 32,370            | 66,051             | 31,030               | 45,672              |
| <WAGES & BENEFITS>         |     |                                     | 1,335,189         | 1,544,306         | 1,499,933         | 1,810,839          | 1,591,086            | 1,878,828           |
| 8000                       | 000 | Office Supplies                     | 6,359             | 7,297             | 6,362             | 7,500              | 7,000                | 7,000               |
| 8010                       | 000 | Postage                             | 1,738             | 1,118             | 1,289             | 2,200              | 1,900                | 1,900               |
| 8020                       | 000 | Special Department Expense          | 15,160            | 30,645            | 20,392            | 22,500             | 36,270               | 22,600              |
| 8030                       | 000 | Library Periodicals                 | 6,715             | 6,959             | 6,601             | 7,100              | 6,827                | 7,100               |
| 8031                       | 000 | Electronic Resources                | 20,619            | 20,433            | 19,982            | 20,000             | 19,909               | 23,925              |
| 8040                       | 000 | Advertising                         | 1,287             | 204               | 475               | -                  | -                    | -                   |
| 8050                       | 000 | Printing/Duplicating                | 1,480             | 3,989             | 3,491             | 4,500              | 4,400                | 4,500               |
| 8060                       | 000 | Dues & Memberships                  | 4,060             | 4,106             | 4,205             | 5,400              | 4,965                | 5,350               |
| 8070                       | 000 | Mileage/Auto Allowance              | -                 | -                 | -                 | 100                | -                    | 600                 |
| 8080                       | 000 | Books/DVDs/CDs                      | 70,843            | 86,375            | 105,917           | 110,000            | 110,000              | 110,000             |
| 8083                       | 000 | E-Books                             | 33,288            | 32,648            | 34,985            | 36,000             | 38,000               | 36,000              |
| 8085                       | 000 | City-wide Reading Program           | -                 | -                 | -                 | -                  | -                    | -                   |
| 8090                       | 000 | Conference & Meeting Expense        | -                 | 100               | 1,377             | 6,845              | 1,000                | 3,700               |
| 8110                       | 000 | Equipment Maintenance               | 405               | 1,389             | 2,960             | 3,000              | 2,700                | 5,000               |
| 8120                       | 000 | Building Maintenance                | 24,552            | 4,294             | 2,827             | 6,250              | 4,000                | 5,250               |
| 8140                       | 000 | Utilities                           | -                 | -                 | -                 | -                  | -                    | -                   |
| 8151                       | 000 | CENIC WiFi Expenses                 | 5,646             | 12,241            | (429)             | 11,500             | 9,000                | 9,300               |
| 8155                       | 000 | Rental/Lease                        | -                 | -                 | -                 | 450                | 450                  | 450                 |
| 8170                       | 000 | Professional Services               | 2,625             | 6,611             | 26,855            | 10,000             | 15,800               | 8,500               |
| 8180                       | 000 | Contract Services                   | 51,941            | 64,700            | 31,329            | 84,050             | 84,050               | 9,275               |
| 8200                       | 000 | Training Expense                    | 1,820             | 199               | 1,488             | 2,500              | 1,200                | 1,500               |
| 8257                       | 000 | Boards & Commissions                | 200               | 992               | 1,266             | 1,500              | 1,500                | 1,700               |
| <OPERATIONS & MAINTENANCE> |     |                                     | 248,738           | 284,301           | 271,371           | 341,395            | 348,971              | 263,650             |
| 8500                       | 000 | Building & Improvements             | 15,962            | 5,882             | 46,235            | 10,000             | 10,000               | -                   |
| 8520                       | 000 | Machinery & Equipment               | 4,151             | 2,837             | 13,425            | 49,000             | 34,000               | -                   |
| 8521                       | 000 | Mach. & Equip. - Library Ops. Study | 3,150             | -                 | -                 | -                  | -                    | -                   |
| 8530                       | 000 | Computer Equipment                  | 1,179             | 1,806             | 2,036             | -                  | -                    | 1,500               |
| <CAPITAL OUTLAY>           |     |                                     | 24,442            | 10,525            | 61,696            | 59,000             | 44,000               | 1,500               |
| [101-8011] Library Total   |     |                                     | 1,608,369         | 1,839,131         | 1,833,000         | 2,211,234          | 1,984,057            | 2,143,978           |

|               |         |          |
|---------------|---------|----------|
| Budget Detail | LIBRARY | 101-8011 |
|---------------|---------|----------|

## PERSONNEL SERVICES

- 7000 Regular Salaries  
Provides compensation for a full-time staff of ten positions. These include 1 Library Director; 1 Public Services Manager, 1 Support Services Manager, 2 Adult Services Librarians, 1 Support Services Librarian, 1 Children's Librarian, 1 Administrative Secretary, 1 Library Technical Assistant, and 1 Library Clerk II.
- 7010 Wages - Seasonal and Part-Time Employees  
Covers the compensation of part-time library staff members who are paid hourly rates.
- 7020 Overtime  
Provides compensation for any overtime use throughout the year, at one and one-half times the regular salary or wage. Overtime is very sparingly used to compensate non-exempt professional staff when program preparations, meetings, etc. require them to work beyond a regular 8-hour workday.

## OPERATIONS & MAINTENANCE

- 8000 Office Supplies  
Provides funds for the purchase of paper, stationery, rolls for receipt printers, folders, notepads, cash register and mailing supplies, toner, business cards, name badges, and general office supplies. (Total \$7,000)
- 8010 Postage  
Covers postage fees for correspondence, grant applications, invitations, overdue material notifications, and inter-library loan items lent or returned to their owning institutions. (Total \$1,900)
- 8020 Special Department Expense  
Funds the purchase of barcodes, security strips, CD and DVD cases and sleeves, supplies for children's programs, book trucks, archival supplies, book jackets, mending tape, display racks, and other miscellaneous provisions. Also provides funds for collection development resources for staff, performers' fees, special event insurance for Library programs, and software that supports the provision of services and resources to the public. (Total \$22,600)
- 8030 Periodicals  
Provides funds for hard copy magazine and English and foreign language newspaper subscriptions, including the *South Pasadena Review*, *South Pasadenan*, *Pasadena Star-News*, *Los Angeles Times*, and many others. (Total \$7,100)

8031 Digital Resources

Provides funds for the purchase or licensing of digital resources, which are remotely available 24/7. Resources include live tutoring and homework help, encyclopedias, streaming films, resources for readers, and interactive and foreign language e-books for kids. (Total \$23,925)

8050 Printing and Duplication

Provides funds for the printing and duplication of brochures, promotional bookmarks, magnets, posters, library card applications, and a variety of other printed materials for the public. (Total \$4,500)

8060 Dues and Memberships

Supports membership to the California Library Association, the Califa libraries consortium, Southern California Library Cooperative (a joint powers authority), American Library Association, and other professional organizations. Memberships provide discounted pricing on selected resources, continuing education, professional development, and networking opportunities. (Total \$5,350)

8070 Mileage Reimbursement

Addresses mileage reimbursement when a staff member's private vehicle is used to conduct City business. Used primarily to for attending required professional organization meetings and to support the training and continuing education of staff members at off-site workshops and trainings. (Total \$600)

8080 Books/DVDs/CDs

Provides funds for the purchase and outsourced physical processing of books, music and audiobook CDs, and DVDs and Blu-rays. Annual circulation of materials exceeds 315,000. (Total \$110,000)

8083 E-Books

Provides funds for the purchase of circulating digital books and digital audiobooks for children, teens, and adults. Annual circulation of digital books and audiobooks exceeds 35,000. (Total \$36,000)

8090 Conference and Meeting Expense

Provides funds for conference and meeting travel expenses and registration fees for staff. The American Library Association annual conference will be held in San Diego in June 27 – July 2, 2024, and the California Library Association conference will be held in Pasadena in October 2024. (\$3,700)



8110 Equipment Maintenance

Includes funds for maintenance of miscellaneous Library equipment, such as security gates, air purifiers, paper cutters, and letter sorters. (Total \$5,000)

8120 Building Maintenance

Provides funds for elevator permit, miscellaneous emergency janitorial, plumbing, electrical, and other service and repairs, supplies related to building maintenance, funds for exterior power washing and interior furniture and carpet cleaning, and for automated ADA door repairs. (Total \$5,250)

8151 CENIC Wi-Fi Expenses

Provides funding for the out-of-pocket cost of high capacity, high speed broadband connectivity for public and staff Wi-Fi. The Library receives California Teleconnect Fund (CTF) and Federal Communications Commission Schools and Libraries Program E-Rate reimbursements for a portion of this amount. (Total \$9,300)

8155 Rental/Lease

Funds for postage meter lease. (\$450)

8170 Professional Services

Includes \$7,500 for administering the Library Special Tax, including preparing and submitting the tax roll, and \$1,000 for graphic design services. (Total \$8,500)

8180 Contract Services

Provides \$450 for security alarm maintenance, \$1,100 for fire alarm system maintenance, \$1,850 for emergency lighting system maintenance, and \$2,975 for theft detection system and self-check kiosk maintenance. and (\$2,900) for library asset recovery services . (Total \$9,275)

8200 Training Expense

Provides funds for training materials, seminars, webinars, and job-related training sessions for library staff. (Total \$1,500)

8257 Boards/Commissions

Funds for Library Board of Trustees' attendance at the annual California public library advocates workshop and the California Library Association annual conference, as well as design, printing, honoraria, and other expenses of the Trustees' Annual Volunteer Recognition event. (Total \$1,700)

## CAPITAL OUTLAY

8500 Building Improvements

No funds requested Fiscal Year 2024-2025.

8520 Machinery & Equipment

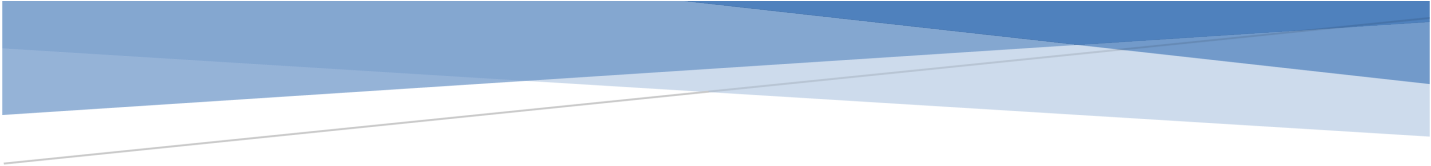
No funds requested Fiscal Year 2024-2025.

8530 Computer Equipment

Funds to purchase/replace barcode readers. (\$1,500)

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## **COMMUNITY SERVICES**

### **FISCAL YEAR 2024-25 BUDGET SNAPSHOT**

#### **OVERVIEW**

The Community Services Department is pleased to submit the Fiscal Year 2024-25 budget proposal. The Community Service Department provides services within four divisions: Senior Division, Recreation Youth Division, Community Transit, and Community Services Division.

The following is a synopsis of the fiscal year for the Community Services Department.

The Senior Citizens Center, a multi-purpose facility, provides older adults with educational, social, physical, nutritional, and emotional services and 12 city special events such as the Thanksgiving Luncheon and the citywide Memorial Day Celebration. On-site meals, classes, and programs have resumed in person. Home-delivered meals continue to serve seniors residing within city limits.

The Recreation and Youth Division operates out of the Orange Grove Recreation Center and coordinates recreational classes for children and adults, after-school and summer camp, facility, and park reservation, and a total of 14 city events such as Concerts in the Park, Eggstravaganza, Spooktacular, and Breakfast with Santa.

Community Transit operates the Dial a Ride Program, which offers essential services for seniors, including rides to medical appointments, grocery stores, financial institutions, and social gatherings provided by the City. The Division has experienced an increase in ridership since the pandemic. A new All-Electric 14 Passenger Van was purchased and is in operation. The Division is undergoing an analysis of the Dial-A-Ride program.

The Community Services Division provides general department oversight plus budget and grant administration, park improvements, community liaison activities, and contract management of the Arroyo Seco Golf Course (Golf Course), Arroyo Seco Racquet Club, San Pascual Stables, South Pasadena Batting Cages, Ironworks Museum, and Tower Venture Cellular. All agreements have been fully executed with new contract terms except for the Golf Course which the agreement is on a month-to-month. The Golf Course completed a Market Support and Financial Analysis. The Golf Course Comprehensive Plan is underway.

The Department implemented a new registration software called CivicPlus which has enhanced the registration and reservation processes. This software allows families to register or enroll in classes and programs from home, leaving time for staff to complete other work tasks.

A Parks Master Plan Request for Proposals was publicized and awarded and will be funded by Park Impact Fees. This Master Plan will result in a capital improvement plan for the City parks, fields, and gazebos.

Community Services handles all Special Events/Co-sponsorship Events in the City. In FY 23/24, there were a total of 18 events the Department managed. These events range from the Chamber of Commerce Arts Crawls, Holiday Lighting, and Eclectic Music Festival, South Pasadena Educational Foundation Parti Gras, South Pasadena Homecoming, South Pas Flea Market, Marengo Elementary School Lunar New Year, South Pasadena Boosters Tiger Run and Institute for the Redesign of Learning 5k/10k Run/Walk and Wellness Fair.

The staff supports the Community Services Commission, Festival of Balloons, and the South Pasadena Tournament of Roses Committee.

### **Notable Changes- Wages and Benefits**

### **Notable Changes- Operations and Maintenance**

Senior Center:

- Upgrade the lobby, library, and staffing furniture
- Quarterly outreach mailers for senior programs

Administration:

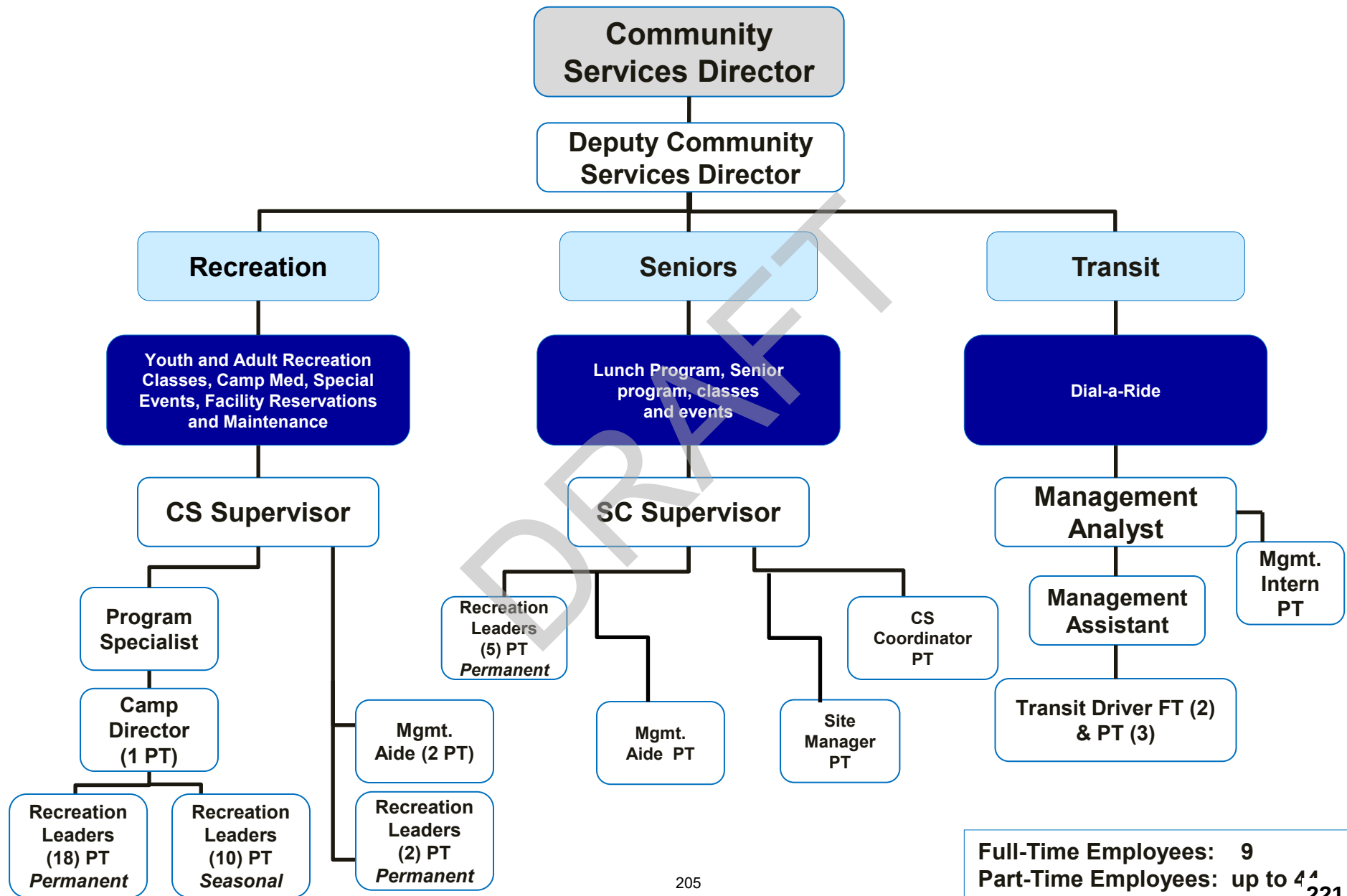
- Installment of a new park sign at the Nature Park
- Arroyo Seco Golf Course Master Plan
- Opening of the South Pasadena Batting Cages

Recreation:

- Painting of Camp Med room
- Purchase new kid-size furniture for Camp Med

### **Capital Outlay**

Construction of Berkshire and Grevelia Pocket Parks - see CIP (Park Impact Fees).



Full-Time Employees: 9  
Part-Time Employees: up to 44  
(24 PT are 28 hours) 221

|                                           | Actual           | Actual           | Actual           | Adopted          | Estimated        | Proposed         |
|-------------------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| EXPENDITURE SUMMARY                       | 2020/21          | 2021/22          | 2022/23          | 2023/24          | 2023/24          | 2024/25          |
| Wages & Benefits                          | 1,000,618        | 1,406,389        | 1,598,132        | 2,001,549        | 1,527,955        | 1,946,838        |
| Operations & Maintenance                  | 1,408,533        | 1,826,734        | 2,114,892        | 2,163,093        | 1,950,463        | 2,310,341        |
| Capital Outlay                            | 66,516           | -                | 175,843          | -                | -                | 246,362          |
| <b>Total Expenses by Category</b>         | <b>2,475,667</b> | <b>3,233,123</b> | <b>3,888,867</b> | <b>4,164,642</b> | <b>3,478,418</b> | <b>4,503,541</b> |
| [101-8021] Senior Services                | 202,374          | 237,957          | 385,763          | 437,749          | 371,625          | 416,051          |
| [101-8031] Community Services             | 217,223          | 276,302          | 366,840          | 373,413          | 302,546          | 469,477          |
| [101-8032] Recreation and Youth Services  | 323,135          | 835,939          | 858,103          | 1,085,519        | 729,718          | 1,009,384        |
| [205-2210] Prop "A" Administration        | 13,204           | 12,902           | 16,056           | 27,139           | 30,693           | 28,754           |
| [205-8024] Transit Planning               | 143,026          | 86,928           | 299,015          | 198,220          | 201,031          | 469,720          |
| [205-8025] Dial-A-Ride                    | 159,057          | 177,792          | 329,550          | 762,915          | 583,111          | 644,540          |
| [207-2260] Prop "C" Administration        | 6,602            | 4,491            | 7,153            | -                | -                | -                |
| [207-8025] Dial-A-Ride                    | 236,178          | 242,954          | 221,218          | -                | 22,744           | -                |
| [226-2029] Mission Meridian Public Garage | 9,650            | 9,052            | 8,041            | 15,000           | 9,200            | 15,000           |
| [260-8023] CDBG Senior Nutrition Prog     | 62,980           | 65,950           | 23,292           | 19,599           | 19,599           | 19,104           |
| [275-6410] Park Maintenance               | 18,050           | 15,035           | 3,099            | -                | -                | -                |
| [295-8032] Recreation and Youth Services  | (39,500)         | 50,508           | -                | -                | -                | -                |
| [295-8041] General Administration         | 454,446          | 512,974          | 540,988          | 467,656          | 464,918          | 520,218          |
| [295-8042] Golf Course Maintenance        | 378,623          | 423,131          | 461,478          | 502,590          | 470,125          | 537,068          |
| [295-8043] Range                          | 143,203          | 162,405          | 197,089          | 182,475          | 163,550          | 207,259          |
| [295-8044] Golf Shop                      | 128,569          | 103,494          | 126,880          | 79,050           | 91,950           | 145,696          |
| [295-8045] Food Service                   | 18,846           | 15,308           | 14,594           | 13,316           | 17,609           | 21,270           |
| [206-8031] Community Services             | -                | -                | 29,710           | -                | -                | -                |
| <b>Total Expenses by Program</b>          | <b>2,475,667</b> | <b>3,233,123</b> | <b>3,888,867</b> | <b>4,164,642</b> | <b>3,478,418</b> | <b>4,503,541</b> |

| Acct                             | Tsk | Account Title                | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|----------------------------------|-----|------------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 7000                             | 000 | Salaries - Permanent         | 61,759            | 33,741            | 74,007            | 76,654             | 87,569               | 127,575             |
| 7010                             | 000 | Salaries - Temp / Part       | 86,307            | 107,644           | 154,583           | 170,665            | 147,693              | 99,666              |
| 7020                             | 000 | Overtime                     | -                 | -                 | -                 | 2,000              | -                    | 2,000               |
| 7040                             | 000 | Holiday                      | -                 | -                 | 1,103             | -                  | -                    | -                   |
| 7070                             | 000 | Leave Buyback                | -                 | -                 | -                 | 2,193              | -                    | 2,193               |
| 7100                             | 000 | Retirement                   | 21,180            | 50,302            | 18,158            | 6,132              | 14,253               | 10,436              |
| 7100                             | 010 | CalPERS UAL                  | -                 | -                 | -                 | -                  | -                    | -                   |
| 7108                             | 000 | Deferred Compensation        | 732               | 178               | 769               | 767                | 845                  | 1,276               |
| 7110                             | 000 | Workers Compensation         | 1,575             | 1,640             | 2,578             | 2,686              | 2,505                | 2,468               |
| 7122                             | 000 | Unemployment Insurance       | -                 | -                 | -                 | -                  | -                    | -                   |
| 7130                             | 000 | Group Health Insurance       | 7,805             | 4,290             | 8,580             | 8,580              | 9,482                | 23,315              |
| 7140                             | 000 | Vision Insurance             | 140               | 82                | 165               | 165                | 165                  | 285                 |
| 7150                             | 000 | Dental Insurance             | 525               | 305               | 607               | 610                | 579                  | 1,029               |
| 7160                             | 000 | Life Insurance               | 58                | 50                | 99                | 99                 | 99                   | 149                 |
| 7170                             | 000 | FICA - Medicare              | 4,352             | 3,430             | 6,534             | 14,167             | 6,901                | 9,474               |
|                                  |     | <WAGES & BENEFITS>           | 184,433           | 201,662           | 267,183           | 284,718            | 270,092              | 279,865             |
| 8000                             | 000 | Office Supplies              | 1,306             | 2,685             | 1,879             | 3,000              | 3,000                | 3,000               |
| 8010                             | 000 | Postage                      | 1,343             | 1,914             | 3,252             | 2,500              | 2,500                | 2,500               |
| 8020                             | 000 | Special Department Expense   | 2,480             | 14,698            | 27,952            | 30,700             | 28,980               | 22,200              |
| 8040                             | 000 | Advertising                  | -                 | -                 | 2,102             | 3,780              | 3,553                | 1,000               |
| 8050                             | 000 | Printing/Duplicating         | 209               | 160               | 1,297             | 4,500              | 4,500                | 4,500               |
| 8060                             | 000 | Dues & Memberships           | -                 | 90                | 887               | 1,030              | 929                  | 1,080               |
| 8090                             | 000 | Conference & Meeting Expense | -                 | 625               | 3,807             | 2,000              | 1,573                | 2,000               |
| 8110                             | 000 | Equipment Maintenance        | 220               | -                 | 269               | 3,500              | 3,530                | 3,500               |
| 8120                             | 000 | Building Maintenance         | 152               | 451               | 714               | 2,300              | 2,300                | 2,100               |
| 8140                             | 000 | Utilities                    | -                 | -                 | -                 | -                  | -                    | -                   |
| 8150                             | 000 | Telephone                    | -                 | -                 | -                 | -                  | -                    | -                   |
| 8170                             | 000 | Professional Services        | -                 | -                 | -                 | -                  | -                    | -                   |
| 8180                             | 000 | Contract Services            | 9,078             | 1,837             | 43,396            | 63,461             | 20,088               | 58,506              |
| 8200                             | 000 | Training Expense             | -                 | 25                | 494               | 800                | 360                  | 800                 |
| 8264                             | 000 | Special Events               | 93                | 2,390             | 18,248            | 17,000             | 17,000               | 19,000              |
| 8267                             | 000 | Classes                      | -                 | 11,143            | 13,872            | 16,000             | 13,000               | 16,000              |
| 8300                             | 000 | Lease Payment                | 1,043             | 276               | 413               | 2,460              | 220                  | -                   |
|                                  |     | <OPERATIONS & MAINTENANCE>   | 15,925            | 36,295            | 118,580           | 153,031            | 101,532              | 136,186             |
| 8520                             | 000 | Machinery & Equipment        | 2,016             | -                 | -                 | -                  | -                    | -                   |
| 8530                             | 000 | Computer Equipment           | -                 | -                 | -                 | -                  | -                    | -                   |
|                                  |     | <CAPITAL OUTLAY>             | 2,016             | -                 | -                 | -                  | -                    | -                   |
| [101-8021] Senior Services Total |     |                              | 202,374           | 237,957           | 385,763           | 437,749            | 371,625              | 416,051             |



|                      |                        |                 |
|----------------------|------------------------|-----------------|
| <b>Budget Detail</b> | <b>SENIOR SERVICES</b> | <b>101-8021</b> |
|----------------------|------------------------|-----------------|

## PERSONNEL SERVICES

- 7000 Regular Salaries  
Compensation for Community Services Supervisor and coordinator (1x28).
- 7010 Wages – Seasonal/Part-Time Employees  
Provides funds for Senior Services Division Part-Time Staff: Management Aide (1 x18 hours), Site Manager (1 x 28 hours), Recreation Leaders (2 x 28 hours and 3 x 18 hours), and Coordinator (1 x 28).
- 7070 Leave Buyback  
Provides funds for staff that opt to sell back hours of their leave balance.

## OPERATIONS & MAINTENANCE

- 8000 Office Supplies  
Office Supplies (\$3,000). (Total \$3,000)
- 8010 Postage  
Monthly senior newsletter (\$1,800), Senior Center Membership renewal notices (\$500), and special event advertising (\$200). (Total \$2,500)
- 8020 Special Department Expenses  
Volunteer recognition program (\$1,800), yearly lectures (\$2,400), yearly film discussion (\$1,800), health and resource fair (\$2,800), senior center event supplies (\$3,200), Home Delivery meal program supplies (\$2,500), coffee service (\$2,700), cleaning supplies (\$2,000), volunteer mileage (\$1,000), and staff uniforms (\$2,000). (Total \$22,200)
- 8040 Advertising  
Promote senior services and events such as four newspaper advertisements (\$1,000). (Total \$1,000)
- 8050 Printing & Duplication  
Print monthly senior newsletter (\$3,000), business envelopes (\$900), and printing event flyers (\$600). (Total \$4,500)
- 8060 Dues, Memberships & Subscriptions  
California Parks and Recreation Society (CPRS) annual membership for Community Services Coordinator and Community Services Supervisor (\$315), Municipal Management Association of Southern California (MMASC) annual membership for Community Services Coordinator and Community Services Supervisor (\$250), National Recreation and Park Association annual membership for Community Services Supervisor

(\$115), Netflix subscription for Senior Cinema Program (\$240), and Canva subscription (\$160). Total (\$1,080)

8090 Conference & Meeting Expenses

Community Services Supervisor to attend CPRS annual conference in 2025 (\$2,000) Total (\$2,000)

8110 Equipment Maintenance

Annual kitchen equipment maintenance (\$3,000) and kitchen fire suppression system (\$500). Total (\$3,500)

8120 Building Maintenance

Pressure washing of Senior Center entrance (\$500), cleaning of stainless-steel surfaces in the kitchen three times a year (\$1,000), cleaning of drapes (\$600). Total (\$2,100)

8180 Contract Services

Contract catering for the senior nutrition program is \$77,610. Community Development Block Grant (CDBG) provides partial funding of \$19,104. City to subsidize a total of \$17,106 based on an estimated revenue of \$41,400 (approximately 13,800 meals). Total (\$58,506)

8200 Training Expense

Training and seminars (\$800).

8264 Special Events & Excursions

Senior excursions (\$6,000), funds for 12 special events (\$6,000), entertainment for 12 special events (\$6,000), and Memorial Day Program (\$1,000). Total (\$19,000)

8267 Classes

Payments to independent contract instructors for quarterly senior leisure classes at the senior center. Instructors are generally reimbursed 80% of their total class revenue. The City retains 20%. Based on prior years, it is estimated that senior leisure classes will generate \$20,000 next year. 80% of which is paid to independent contract instructors. Total (\$16,000)

| Acct                                       | Tsk | Account Title                | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|--------------------------------------------|-----|------------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 7000                                       | 000 | Salaries - Permanent         | 125,581           | 154,652           | 175,294           | 168,858            | 131,910              | 172,236             |
| 7010                                       | 000 | Salaries - Temp / Part       | -                 | 841               | -                 | 10,500             | -                    | 10,500              |
| 7020                                       | 000 | Overtime                     | -                 | -                 | -                 | -                  | -                    | 31,900              |
| 7040                                       | 000 | Holiday                      | 6,446             | 5,114             | -                 | 3,034              | -                    | 2,428               |
| 7070                                       | 000 | Leave Buyback                | -                 | -                 | -                 | 3,989              | -                    | 3,989               |
| 7100                                       | 000 | Retirement                   | 30,577            | 76,257            | 54,344            | 22,391             | 17,437               | 22,925              |
| 7100                                       | 010 | CalPERS UAL                  | -                 | -                 | -                 | 50,114             | 50,563               | 57,772              |
| 7108                                       | 000 | Deferred Compensation        | 5,868             | (4,150)           | 1,822             | 1,689              | 1,307                | 1,722               |
| 7110                                       | 000 | Workers Compensation         | 1,349             | 1,830             | 2,106             | 1,943              | 1,493                | 1,982               |
| 7122                                       | 000 | Unemployment Insurance       | 15,449            | -                 | -                 | -                  | -                    | -                   |
| 7130                                       | 000 | Group Health Insurance       | 10,857            | 9,860             | 13,155            | 12,285             | 11,101               | 14,966              |
| 7140                                       | 000 | Vision Insurance             | 117               | 174               | 193               | 165                | 137                  | 165                 |
| 7150                                       | 000 | Dental Insurance             | 433               | 718               | 819               | 682                | 564                  | 660                 |
| 7160                                       | 000 | Life Insurance               | 70                | 103               | 117               | 99                 | 82                   | 99                  |
| 7170                                       | 000 | FICA - Medicare              | 1,915             | 2,367             | 2,603             | 2,448              | 1,871                | 2,497               |
|                                            |     | <WAGES & BENEFITS>           | 198,662           | 247,767           | 250,452           | 278,197            | 216,466              | 323,840             |
| 8000                                       | 000 | Office Supplies              | 779               | 1,034             | 1,000             | 1,000              | 1,000                | 1,000               |
| 8010                                       | 000 | Postage                      | -                 | 646               | 650               | 650                | 650                  | 650                 |
| 8020                                       | 000 | Special Department Expense   | 6,218             | 12,887            | 16,133            | 8,261              | 3,875                | 10,796              |
| 8040                                       | 000 | Advertising                  | -                 | -                 | -                 | 1,000              | 1,000                | 1,000               |
| 8050                                       | 000 | Printing/Duplicating         | -                 | -                 | 11,082            | 6,000              | 4,500                | 200                 |
| 8060                                       | 000 | Dues & Memberships           | 555               | 650               | 705               | 705                | 705                  | 705                 |
| 8090                                       | 000 | Conference & Meeting Expense | -                 | 793               | 1,296             | 2,000              | 1,000                | 2,250               |
| 8110                                       | 000 | Equipment Maintenance        | 200               | 4,307             | 5,960             | 4,100              | 4,100                | 4,100               |
| 8120                                       | 000 | Building Maintenance         | 4,700             | 1,575             | 8,484             | 12,500             | 11,500               | 11,000              |
| 8140                                       | 000 | Utilities                    | 221               | 40                | -                 | -                  | -                    | -                   |
| 8170                                       | 000 | Professional Services        | -                 | -                 | -                 | -                  | -                    | -                   |
| 8180                                       | 000 | Contract Services            | 5,557             | 5,889             | 24,254            | 8,450              | 7,200                | 8,916               |
| 8200                                       | 000 | Training Expense             | -                 | -                 | 200               | 250                | 250                  | -                   |
| 8264                                       | 000 | Special Events               | -                 | 576               | 46,432            | 50,000             | 50,000               | 103,100             |
| 8300                                       | 000 | Lease Payment                | 330               | 138               | 193               | 300                | 300                  | 1,920               |
|                                            |     | <OPERATIONS & MAINTENANCE>   | 18,561            | 28,536            | 116,388           | 95,216             | 86,080               | 145,637             |
| 8510                                       | 000 | San Pascual Stables LLC CIF  | -                 | -                 | -                 | -                  | -                    | -                   |
|                                            |     | <CAPITAL OUTLAY>             | -                 | -                 | -                 | -                  | -                    | -                   |
| <b>[101-8031] Community Services Total</b> |     |                              | <b>217,223</b>    | <b>276,302</b>    | <b>366,840</b>    | <b>373,413</b>     | <b>302,546</b>       | <b>469,477</b>      |

|                      |                           |                 |
|----------------------|---------------------------|-----------------|
| <b>Budget Detail</b> | <b>COMMUNITY SERVICES</b> | <b>101-8031</b> |
|----------------------|---------------------------|-----------------|

## PERSONNEL SERVICES

- 7000 Regular Salaries  
Compensation for Community Services Director (75%) and Deputy Director (25%).
- 7010 Wages – Seasonal/Part-Time Employees  
Provide funds for part-time staff for the Fourth of July (\$10,500).
- 7020 Overtime  
Provides compensation for Fourth of July Staffing from All Departments (Total \$31,900).
- 7070 Leave Buyback  
Provides funds to employees who opt to sell back hours of their leave balances.

## OPERATIONS & MAINTENANCE

- 8000 Office Supplies  
Office paper, computer supplies, meeting supplies, and miscellaneous supplies. Total (\$1,000)
- 8010 Postage  
Mailing of general information on recreation and facility rental programs, community outreach for special projects, and special events. Total (\$650)
- 8020 Special Department Expense  
Community Garden Caltrans lease payment (\$100), department staff shirts (\$400), key duplication (\$200), Memorial Garden boulder engraving (\$375), Replacement of refrigerator at War Memorial Building (\$6,000), Groundbreaking ceremonies for Pocket Parks (\$500), and Licensing fees for concerts for SESAC (\$1159), BMI (\$421), ASCAP (\$434), All Track (\$357), Global Music Rights (\$850). Total (\$10,796)
- 8040 Advertising  
Newspaper advertisement and Social Media Boosts. Total (\$1,000)
- 8050 Printing and Duplication  
Provides for special event flyers and posters. Total (\$200)

- 8060 Dues, Memberships & Subscriptions  
Provides funds for the California Parks and Recreation Society annual membership for Agency Membership CPRS, Deputy Director CPRS membership. Total (\$705)
- 8090 Conference & Meeting Expenses  
Provide funds for Community Services Director and Deputy Director to attend the CPRS annual conference and staff training. Total (\$2,250)
- 8110 Equipment Maintenance  
War Memorial Building semi-annual range hood cleaning (\$1,000), annual maintenance of fire suppression equipment at War (\$850) Annual Maintenance of Appliances at War and Senior Center (\$2,250). Total (\$4,100)
- 8120 Building Maintenance  
Provides for unexpected repairs, maintenance or additional cleaning including cleaning of drapes, and hardwood floors at city facilities including War Memorial Building, Youth House, Eddie Park, and Orange Grove facilities. Total (\$11,000)
- 8180 Contract Services  
Provides funds for the security & fire alarm for Youth House (\$1,296), fire alarm at War Memorial Building (\$718), security Alarm at War Memorial Building (\$1,188), Fire and security at Eddie Park (\$1,656), Security and Fire Alarm for Ironworks Museum (\$1,308), Security and Fire Alarm for Senior Center (\$1,250), Peafowl Management Program (\$1,500). Total (\$8,916)
- 8264 Special Events  
The Fourth of July Event includes a parade, a party in the park, and fireworks show. (Meridian Barricades \$15,000, Radios \$500, Power washing \$1,350, poster art contest \$500, Sound for parade \$1,300, street pole banners \$6,000, Car rentals \$3,350, Event Shirts \$1,500, Food booth enclosures \$600, Decorations, supplies, prizes \$2,000, DJ \$500, Pancake Breakfast tickets \$600, Awards \$100, Jumpers \$2,000, Portable restroom, handwashing stations and 3-compartment sink \$1,500, LA County Health permit \$1,300, Fireworks show \$40,000, Sound, lighting, stage for fireworks show \$10,000, Band \$3,000, Street banner \$2,000, SPUSD permit \$10,000) Total (\$103,100)
- 8300 Lease Payment  
Provides partial funds for annual postage meter for the department. Total (\$1,920)

| Acct                                                  | Tsk | Account Title                | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|-------------------------------------------------------|-----|------------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 7000                                                  | 000 | Salaries - Permanent         | 89,537            | 129,512           | 100,291           | 143,183            | 103,714              | 157,605             |
| 7010                                                  | 000 | Salaries - Temp / Part       | 83,074            | 277,459           | 382,408           | 508,295            | 287,406              | 488,172             |
| 7020                                                  | 000 | Overtime                     | -                 | 3,740             | 1,467             | 2,500              | 1,484                | 2,500               |
| 7040                                                  | 000 | Holiday                      | 3,189             | 2,353             | 1,895             | 2,347              | 640                  | 2,012               |
| 7070                                                  | 000 | Leave Buyback                | -                 | -                 | -                 | 2,193              | -                    | 2,193               |
| 7100                                                  | 000 | Retirement                   | 35,089            | 96,881            | 20,481            | 26,455             | 11,833               | 12,892              |
| 7108                                                  | 000 | Deferred Compensation        | 3,535             | (2,901)           | 1,032             | 1,432              | 1,453                | 1,576               |
| 7110                                                  | 000 | Workers Compensation         | 2,006             | 4,703             | 5,430             | 10,897             | 4,348                | 7,115               |
| 7130                                                  | 000 | Group Health Insurance       | 6,922             | 10,639            | 11,100            | 11,100             | 11,100               | 12,288              |
| 7140                                                  | 000 | Vision Insurance             | 265               | 343               | 329               | 329                | 329                  | 329                 |
| 7150                                                  | 000 | Dental Insurance             | 864               | 1,271             | 1,507             | 1,510              | 1,479                | 1,479               |
| 7160                                                  | 000 | Life Insurance               | 140               | 197               | 198               | 198                | 198                  | 198                 |
| 7170                                                  | 000 | FICA - Medicare              | 5,273             | 19,746            | 26,228            | 40,961             | 20,464               | 39,630              |
| <WAGES & BENEFITS>                                    |     |                              | 229,894           | 543,942           | 552,367           | 751,400            | 444,448              | 727,990             |
| 8000                                                  | 000 | Office Supplies              | 372               | 2,291             | 2,401             | 2,500              | 2,500                | 2,500               |
| 8010                                                  | 000 | Postage                      | 500               | 250               | 1,250             | 1,250              | 1,250                | 1,250               |
| 8020                                                  | 000 | Special Department Expense   | 536               | 1,981             | 7,199             | 5,200              | 4,700                | 5,200               |
| 8040                                                  | 000 | Advertising                  | 138               | -                 | 25                | 2,800              | 1,800                | 2,800               |
| 8050                                                  | 000 | Printing/Duplicating         | -                 | 6                 | -                 | 2,400              | 1,600                | 1,200               |
| 8060                                                  | 000 | Dues & Memberships           | -                 | 555               | 523               | 1,195              | 1,195                | 1,045               |
| 8090                                                  | 000 | Conference & Meeting Expense | -                 | 1,938             | 3,014             | 2,500              | 2,500                | 2,800               |
| 8110                                                  | 000 | Equipment Maintenance        | -                 | -                 | 156               | 850                | 850                  | 850                 |
| 8120                                                  | 000 | Building Maintenance         | -                 | 18,595            | 8,814             | 20,450             | 19,000               | 2,300               |
| 8180                                                  | 000 | Contract Services            | 6,685             | 8,038             | 24,421            | 23,004             | 21,500               | 21,104              |
| 8200                                                  | 000 | Training Expense             | -                 | -                 | 90                | 800                | 700                  | -                   |
| 8264                                                  | 000 | Special Events               | 1,455             | 29,577            | 52,092            | 56,800             | 51,800               | 54,300              |
| 8267                                                  | 000 | Classes                      | 80,987            | 198,170           | 152,673           | 149,000            | 119,000              | 130,000             |
| 8268                                                  | 000 | Camp Services                | 2,261             | 27,118            | 49,107            | 57,960             | 55,575               | 56,045              |
| 8269                                                  | 000 | Teen Center                  | 120               | 3,271             | 3,776             | 7,150              | 1,300                | -                   |
| 8300                                                  | 000 | Lease Payment                | 187               | 207               | 193               | 260                | -                    | -                   |
| <OPERATIONS & MAINTENANCE>                            |     |                              | 93,241            | 291,997           | 305,736           | 334,119            | 285,270              | 281,394             |
| <b>[101-8032] Recreation and Youth Services Total</b> |     |                              | <b>323,135</b>    | <b>835,939</b>    | <b>858,103</b>    | <b>1,085,519</b>   | <b>729,718</b>       | <b>1,009,384</b>    |

**PERSONNEL SERVICES**

- 7000 Regular Salaries  
Compensation for the Youth Services Supervisor and Program Specialist.
- 7010 Wages – Seasonal/Part-Time Employees  
Provides funds for Recreation Division Recreation Leaders (16 x 18 hours and 20 x 28 hours), Camp Director (1 x 28 hours), and Management Aide (2 x 28 hours)
- 7020 Overtime  
Provides compensation for hours worked beyond the normal workweek.
- 7070 Leave Buyback  
Provides funds for staff that opt to sell back hours of their leave balance.

**OPERATIONS & MAINTENANCE**

- 8000 Office Supplies  
Office supplies (\$2,500). (Total \$2,500)
- 8010 Postage  
Event promotion and advertising (\$250). (Total \$1,250)
- 8020 Special Department Expense  
Cleaning supplies (\$400), replacement of basketball court nets (\$100), staff uniform (\$2,000), and replenishment of first aid kits for special events (\$200), special events equipment (\$2,500). (Total \$5,200)
- 8040 Advertising  
Newspaper advertisements for quarterly recreation classes (\$2,800). Total (\$2,800)
- 8050 Printing and Duplication  
Program promotional flier (\$1,200). (Total \$1,200)
- 8060 Dues, Memberships & Subscriptions  
California Parks and Recreation Society (CPRS) annual membership for Community Services Supervisor and Program Specialist (\$300), Municipal Management Association of Southern California (MMASC) annual membership for Community Services Supervisor and Program Specialist (\$250), National Recreation and Park Association annual membership for Community Services Supervisor and Program specialist (\$295) and National Afterschool Annual Membership for Program Specialist (\$200). (Total \$1,045).

- 8090 Conference and Meeting Expense  
Funds Community Services Supervisor and Program Specialist to attend CPRS annual conference in 2025 (\$2,500) and trainings and seminars (\$300). (Total \$2,800)
- 8110 Equipment Maintenance  
Office equipment maintenance (\$850). (Total \$850)
- 8120 Building Maintenance  
Provides supplemental cleaning and minor building repairs at the Orange Grove Recreation Center including fire and security systems (\$2,200), key duplication (\$100). (Total \$2,300)
- 8180 Contract Services  
Portable toilet service at the Skate Park (\$8,104), and Skate Park repairs (\$13,000). (Total \$21,104)
- 8264 Special Events  
Spring Eggstravaganza (\$6,000), three Movies in the Park (\$10,800), two Shakespeare in the Park (\$7,500), Halloween (\$5,000), Breakfast with Santa (\$5,000), four Summer Concerts in the Park Series (\$20,000). (Total \$54,300)
- 8267 Classes  
Payments to independent contract instructors for the quarterly tot, youth, and adult leisure classes within the Recreation Division. Instructors are generally reimbursed 65% of their total class revenue. The City retains 35%. Based upon prior years, it is estimated that leisure classes will generate \$200,000 next year. 65% of which is paid to independent contract instructors. (Total \$130,000)
- 8268 Camp Med  
Camp Med school year and summer program supplies and trips; field trips (\$12,900). Camp med supplies and activities (\$7,800), Snacks (\$6,000), Summer pool usage (\$2,550), Program supplies (\$3,500), Purchase Outdoor Recreation Games (\$1,885), Camp Med t-shirts (\$4,000), First aid supplies (\$2,000), California Parks and Recreation training for part-time staff (\$2,000), Purchase participant cubbies (\$3,600), Provides funds for required First Aid/CPR training for staff (\$1,800), Monthly special events (\$1,000), Annual licensing for MPLC & BMI (\$910), Carpet cleaning (\$1,800), Staff jackets for After-School (\$1,500), Volunteer Shirts (\$500), Annual When2Work staff scheduling system (\$900), and provides funds to promote Camp Med after school care and summer programs (\$1,200), Subscriptions for Disney Plus (\$200). (Total \$56,045)



| Acct                                            | Tsk | Account Title              | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|-------------------------------------------------|-----|----------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 7000                                            | 000 | Salaries - Permanent       | 6,516             | 6,142             | 11,266            | 17,905             | 20,602               | 18,263              |
| 7070                                            | 000 | Leave Buyback              | -                 | -                 | -                 | -                  | -                    | -                   |
| 7100                                            | 000 | Retirement                 | 2,265             | 6,152             | 3,771             | 2,374              | 2,741                | 2,431               |
| 7100                                            | 010 | CalPERS UAL                | -                 | -                 | -                 | 5,282              | 5,329                | 6,114               |
| 7108                                            | 000 | Deferred Compensation      | 303               | 61                | 117               | 179                | 206                  | 183                 |
| 7110                                            | 000 | Workers Compensation       | 61                | 67                | 126               | 194                | 220                  | 198                 |
| 7130                                            | 000 | Group Health Insurance     | 455               | 355               | 554               | 858                | 1,198                | 1,215               |
| 7140                                            | 000 | Vision Insurance           | 5                 | 7                 | 11                | 16                 | 20                   | 16                  |
| 7150                                            | 000 | Dental Insurance           | 20                | 27                | 39                | 61                 | 71                   | 58                  |
| 7160                                            | 000 | Life Insurance             | 3                 | 4                 | 6                 | 10                 | 12                   | 10                  |
| 7170                                            | 000 | FICA - Medicare            | 80                | 87                | 167               | 260                | 293                  | 265                 |
|                                                 |     | <WAGES & BENEFITS>         | 9,708             | 12,902            | 16,056            | 27,139             | 30,693               | 28,754              |
| 8060                                            | 000 | Dues & Memberships         | 3,495             | -                 | -                 | -                  | -                    | -                   |
| 8250                                            | 000 | Bus Pass Subsidy           | -                 | -                 | -                 | -                  | -                    | -                   |
|                                                 |     | <OPERATIONS & MAINTENANCE> | 3,495             | -                 | -                 | -                  | -                    | -                   |
| <b>[205-2210] Prop "A" Administration Total</b> |     |                            | <b>13,204</b>     | <b>12,902</b>     | <b>16,056</b>     | <b>27,139</b>      | <b>30,693</b>        | <b>28,754</b>       |

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| <b>Budget Detail</b> | <b>PROP "A" –Local Transit Administration</b> | <b>205-8010-2210</b> |
|----------------------|-----------------------------------------------|----------------------|

Salaries – Regular Employees  
 Funds the partial compensation for the Community Services Director. Refer to the Appendix for a detailed allocation list.

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| Acct                                     | Tsk | Account Title              | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|------------------------------------------|-----|----------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 7000                                     | 000 | Salaries - Permanent       | 6,516             | 6,142             | 11,266            | 17,905             | 20,602               | 18,263              |
| 7070                                     | 000 | Leave Buyback              | -                 | -                 | -                 | -                  | -                    | -                   |
| 7100                                     | 000 | Retirement                 | 2,265             | 6,152             | 3,771             | 2,374              | 2,741                | 2,431               |
| 7100                                     | 010 | CalPERS UAL                | -                 | -                 | -                 | 5,282              | 5,329                | 6,114               |
| 7108                                     | 000 | Deferred Compensation      | 303               | 61                | 117               | 179                | 206                  | 183                 |
| 7000                                     | 000 | Salaries - Permanent       | 11,817            | 14,577            | 18,286            | 26,858             | 48,735               | 27,395              |
| 7100                                     | 000 | Retirement                 | 4,723             | 13,326            | 7,376             | 3,561              | 6,475                | 3,646               |
| 7100                                     | 010 | CalPERS UAL                | -                 | -                 | -                 | 7,922              | 7,993                | 9,171               |
| 7108                                     | 000 | Deferred Compensation      | 778               | 145               | 190               | 269                | 487                  | 274                 |
| 7110                                     | 000 | Workers Compensation       | 117               | 158               | 204               | 292                | 522                  | 298                 |
| 7130                                     | 000 | Group Health Insurance     | 920               | 864               | 943               | 1,287              | 2,969                | 1,823               |
| 7140                                     | 000 | Vision Insurance           | 11                | 18                | 18                | 25                 | 50                   | 25                  |
| 7150                                     | 000 | Dental Insurance           | 41                | 68                | 67                | 91                 | 175                  | 87                  |
| 7160                                     | 000 | Life Insurance             | 7                 | 11                | 11                | 15                 | 30                   | 15                  |
| 7170                                     | 000 | FICA - Medicare            | 153               | 207               | 270               | 389                | 694                  | 397                 |
|                                          |     | <WAGES & BENEFITS>         | 18,568            | 29,375            | 27,365            | 40,709             | 68,131               | 43,131              |
| 8020                                     | 000 | Misc. Supplies - Parking   | 2,915             | -                 | 1,815             | 10,700             | 7,550                | 10,700              |
| 8060                                     | 000 | Dues & Memberships         | 2,425             | 6,187             | 6,668             | 13,170             | 10,000               | 13,170              |
| 8061                                     | 000 | HOA Dues                   | 20,762            | 15,572            | 17,302            | 32,041             | 25,000               | 32,041              |
| 8120                                     | 000 | Building Maintenance       | -                 | -                 | -                 | 3,000              | 1,000                | 3,000               |
| 8132                                     | 000 | Uniform Expense/Cleaning   | -                 | -                 | -                 | -                  | -                    | -                   |
| 8140                                     | 000 | Utilities                  | -                 | -                 | -                 | -                  | -                    | -                   |
| 8170                                     | 000 | Professional Services      | -                 | -                 | -                 | -                  | -                    | -                   |
| 8180                                     | 000 | Contract Services          | 33,496            | 33,583            | 67,686            | 88,600             | 88,350               | 111,316             |
| 8250                                     | 000 | Bus Pass Subsidy           | 360               | 2,212             | 2,336             | 10,000             | 1,000                | 10,000              |
|                                          |     | <OPERATIONS & MAINTENANCE> | 59,957            | 57,553            | 95,807            | 157,511            | 132,900              | 180,227             |
| 8520                                     | 000 | Machinery & Equipment      | 64,500            | -                 | -                 | -                  | -                    | -                   |
| 8540                                     | 000 | Automotive Equipment       | -                 | -                 | 175,843           | -                  | -                    | 246,362             |
|                                          |     | <CAPITAL OUTLAY>           | 64,500            | -                 | 175,843           | -                  | -                    | 246,362             |
| <b>[205-8024] Transit Planning Total</b> |     |                            | <b>143,026</b>    | <b>86,928</b>     | <b>299,015</b>    | <b>198,220</b>     | <b>201,031</b>       | <b>469,720</b>      |

|                      |                                   |                 |
|----------------------|-----------------------------------|-----------------|
| <b>Budget Detail</b> | <b>PROP "A" –TRANSIT PLANNING</b> | <b>205-8024</b> |
|----------------------|-----------------------------------|-----------------|

## PERSONNEL SERVICES

- 7000 Salaries – Regular Employees  
Provides partial compensation for the Community Services Director (20%).  
Refer to the Appendix for a detailed allocation list.

## OPERATIONS & MAINTENANCE

- 8020 Misc. Supplies - Parking  
Provides funds for supplies and Maintenance of the Mission Meridian Parking Garage (\$4,500), Signage (\$2,000), internet connection for parking meters (\$1,100), and Maintenance of parking permit machine (\$3,100). Total (\$10,700)
- 8060 Dues & Memberships  
Provides funds for a portion of membership to the Southern California Association of Governments (SCAG) (\$3,000), Arroyo Verdugo JPA (\$6,670), San Gabriel Valley COG (\$3,500). Total (\$13,170)
- 8061 Property Owners' Association Dues  
Provides funds for the transit portion of the Mission Meridian Village Parking Garage's Property Owners' Association dues. Total (\$32,041)
- 8120 Building Maintenance  
Safety improvements, fencing around stairwells, graffiti removal. Total (\$3,000)
- 8180 Contract Services  
Buses for City excursions (\$35,600), janitorial Services for the Mission Meridian Village Parking Garage by Athens (\$14,168), bus stops maintenance costs (\$61,548). Total (\$111,316)
- 8250 Bus Pass Subsidy  
Provides a portion of LTR "A" – Local Return Funds to subsidize 50% of the cost of monthly MTA passes for elderly and disabled South Pasadena residents. Total (\$10,000)
- 8250 Automotive Equipment  
Purchase of two all-electric accessible vans for Dial-A-Ride. Total (\$246,362)

| Acct                                | Tsk | Account Title                | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|-------------------------------------|-----|------------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 7000                                | 000 | Salaries - Permanent         | 80,297            | 78,442            | 175,020           | 351,265            | 298,276              | 356,410             |
| 7010                                | 000 | Salaries - Temp / Part       | 28,063            | 42,295            | 52,804            | 97,022             | 33,014               | 24,126              |
| 7020                                | 000 | Overtime                     | 17                | 618               | 1,729             | 5,000              | 1,692                | 5,000               |
| 7040                                | 000 | Holiday                      | 3,814             | 1,297             | 111               | 2,035              | 453                  | 1,723               |
| 7055                                | 000 | IOD - Non Safety             | -                 | -                 | -                 | -                  | -                    | -                   |
| 7070                                | 000 | Leave Buyback                | -                 | -                 | -                 | -                  | -                    | -                   |
| 7100                                | 000 | Retirement                   | 17,576            | 40,579            | 57,248            | 36,271             | 33,124               | 37,102              |
| 7100                                | 010 | CalPERS UAL                  | -                 | -                 | -                 | 47,190             | 47,613               | 52,040              |
| 7108                                | 000 | Deferred Compensation        | 4,313             | (4,323)           | 1,353             | 3,513              | 3,041                | 3,564               |
| 7110                                | 000 | Workers Compensation         | 1,286             | 1,398             | 2,828             | 5,195              | 3,895                | 4,466               |
| 7120                                | 000 | Disability Insurance         | 3,029             | -                 | -                 | -                  | 1,588                | -                   |
| 7130                                | 000 | Group Health Insurance       | 17,459            | 13,200            | 30,451            | 54,570             | 42,796               | 47,840              |
| 7140                                | 000 | Vision Insurance             | 471               | 400               | 573               | 933                | 876                  | 768                 |
| 7150                                | 000 | Dental Insurance             | 842               | 1,205             | 2,016             | 3,405              | 3,117                | 2,734               |
| 7160                                | 000 | Life Insurance               | 198               | 165               | 254               | 470                | 430                  | 470                 |
| 7170                                | 000 | FICA - Medicare              | 1,692             | 2,510             | 5,164             | 12,516             | 5,465                | 7,014               |
| <WAGES & BENEFITS>                  |     |                              | 159,057           | 177,785           | 329,550           | 619,385            | 475,381              | 543,258             |
| 8000                                | 000 | Office Supplies              | -                 | -                 | -                 | 4,000              | 3,500                | 2,000               |
| 8010                                | 000 | Postage                      | -                 | -                 | -                 | 650                | 650                  | 650                 |
| 8020                                | 000 | Special Department Expense   | -                 | -                 | -                 | 9,300              | 8,800                | 7,000               |
| 8040                                | 000 | Advertising                  | -                 | -                 | -                 | 1,000              | -                    | 1,000               |
| 8050                                | 000 | Printing/Duplicating         | -                 | -                 | -                 | 2,000              | 800                  | 2,000               |
| 8060                                | 000 | Dues & Memberships           | -                 | -                 | -                 | 1,500              | 900                  | 1,700               |
| 8090                                | 000 | Conference & Meeting Expense | -                 | -                 | -                 | 2,000              | 1,000                | 2,000               |
| 8100                                | 000 | Vehicle Maintenance          | -                 | -                 | -                 | 61,000             | 40,000               | 54,000              |
| 8105                                | 000 | Fuel                         | -                 | 7                 | -                 | 5,000              | 3,000                | 3,000               |
| 8132                                | 000 | Uniform Expense/Cleaning     | -                 | -                 | -                 | 2,500              | 1,500                | 2,500               |
| 8140                                | 000 | Utilities                    | -                 | -                 | -                 | 3,000              | -                    | 4,500               |
| 8170                                | 000 | Professional Services        | -                 | -                 | -                 | 30,000             | 30,000               | -                   |
| 8180                                | 000 | Contract Services            | -                 | -                 | -                 | 18,932             | 15,932               | 18,932              |
| 8200                                | 000 | Training Expense             | -                 | -                 | -                 | 2,000              | 1,000                | 2,000               |
| 8300                                | 000 | Lease Payment                | -                 | -                 | -                 | 648                | 648                  | -                   |
| <OPERATIONS & MAINTENANCE>          |     |                              | -                 | 7                 | -                 | 143,530            | 107,730              | 101,282             |
| 8520                                | 000 | Machinery & Equipment        | -                 | -                 | -                 | -                  | -                    | -                   |
| 8530                                | 000 | Computer Equipment           | -                 | -                 | -                 | -                  | -                    | -                   |
| 8540                                | 000 | Automotive Equipment         | -                 | -                 | -                 | -                  | -                    | -                   |
| <CAPITAL OUTLAY>                    |     |                              | -                 | -                 | -                 | -                  | -                    | -                   |
| <b>[205-8025] Dial-A-Ride Total</b> |     |                              | <b>159,057</b>    | <b>177,792</b>    | <b>329,550</b>    | <b>762,915</b>     | <b>583,111</b>       | <b>644,540</b>      |

**PERSONNEL SERVICES**7000 Full-Time Salaries

Provides partial compensation for the Deputy Director of Community Services, (75%) Management Analyst, Management Assistant, two (2) full-time Transit Drivers.

7010 Part-Time

Provides funds for three (3) part-time Transit Drivers and one (1) Management Intern

7020 Overtime

Provides overtime pay for after-hours relating to transit (\$5,000).

**OPERATIONS & MAINTENANCE**8000 Office Supplies

Office and miscellaneous supplies. Total (\$2,000)

8010 Postage

Postal expenses for Dial-a-Ride promotional mailers. Total (\$650)

8020 Special Department Expense

Minor equipment for vans (\$5,300), DMV pull notice program, DMV physicals for drivers, random drug testing (\$1,500), and fire extinguisher maintenance (\$200). Total (\$7,000)

8040 Advertising

Newspaper Advertising. Total (\$1,000)

8050 Printing/Duplicating

Forms, fliers, and mailers. Total (\$2,000)

8060 Dues & Memberships

Provides funds for the purchase of membership for The Community Transportation Association of America (CTAA) (\$700), The California Association for Coordinated Transportation (\$800), and Municipal Management Association of Southern California (\$200). Total (\$1,700)

8090 Conference& Meeting Expenses

Provides funds for Management Analyst to attend CALACT annual and the Federal Transit Administration Annual Drug and Alcohol National Conference. Total (\$2,000)

8100 Vehicle Maintenance

Funds repair and maintenance of one 2017 E450 (electric), one 2021 E450 (electric), one 2016 F250 CNG utility vehicle, and two 2012 MV-1 vans (\$36,000), CNG Station repairs and monthly maintenance (\$10,000) and van and vehicle cleaning (\$8,000). Total (\$54,000)

8105 Fuel

Fuel to operate Community Transit vehicles 2 CNG vehicles. Total (\$3,000)

8132 Uniform Maintenance

Provides for the purchase and replacement of uniforms and jackets. Total (\$2,500)

8140 Utilities

Provides funds for electricity required to charge 2 Plug-in Electric Vehicle (E450 passenger bus). Total (\$4,500)

8180 Contract Services

Annual Maintenance for data management system (\$14,932) Verizon Wi-Fi Jetpack data plan (\$1,000), technical support from Acorn Technology (\$3,000). Total (\$18,932)

8200 Employee Training

Provides funds for training seminars, materials, and job-related training sessions (\$2,000)

| Acct                                | Tsk | Account Title                | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|-------------------------------------|-----|------------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 7000                                | 000 | Salaries - Permanent         | 134,529           | 83,643            | 118,527           | -                  | 16,492               | -                   |
| 7000                                | 100 | Salaries - Permanent         | -                 | 35,372            | (3,473)           | -                  | -                    | -                   |
| 7020                                | 000 | Overtime                     | -                 | 148               | 1,927             | -                  | 658                  | -                   |
| 7040                                | 000 | Holiday                      | 5,648             | 2,536             | -                 | -                  | 454                  | -                   |
| 7070                                | 000 | Leave Buyback                | -                 | -                 | -                 | -                  | -                    | -                   |
| 7100                                | 000 | Retirement                   | 22,984            | 58,119            | 16,812            | -                  | 1,326                | -                   |
| 7100                                | 010 | CalPERS UAL                  | -                 | -                 | -                 | -                  | -                    | -                   |
| 7108                                | 000 | Deferred Compensation        | 5,362             | (5,197)           | 710               | -                  | 194                  | -                   |
| 7110                                | 000 | Workers Compensation         | 1,951             | 1,665             | 1,380             | -                  | 197                  | -                   |
| 7130                                | 000 | Group Health Insurance       | 20,382            | 9,720             | 8,977             | -                  | 2,865                | -                   |
| 7140                                | 000 | Vision Insurance             | 165               | 190               | 257               | -                  | 55                   | -                   |
| 7150                                | 000 | Dental Insurance             | 610               | 482               | 966               | -                  | 196                  | -                   |
| 7160                                | 000 | Life Insurance               | 99                | 49                | 122               | -                  | 30                   | -                   |
| 7170                                | 000 | FICA - Medicare              | 1,964             | 1,739             | 1,801             | -                  | 278                  | -                   |
| <WAGES & BENEFITS>                  |     |                              | 193,693           | 188,465           | 148,005           | -                  | 22,744               | -                   |
| 8000                                | 000 | Office Supplies              | 921               | 277               | 1,932             | -                  | -                    | -                   |
| 8010                                | 000 | Postage                      | -                 | 230               | 650               | -                  | -                    | -                   |
| 8020                                | 000 | Special Department Expense   | 2,044             | 5,415             | 4,848             | -                  | -                    | -                   |
| 8040                                | 000 | Advertising                  | -                 | -                 | -                 | -                  | -                    | -                   |
| 8050                                | 000 | Printing/Duplicating         | 136               | 33                | 77                | -                  | -                    | -                   |
| 8060                                | 000 | Dues & Memberships           | 625               | 1,000             | 715               | -                  | -                    | -                   |
| 8090                                | 000 | Conference & Meeting Expense | -                 | 1,026             | -                 | -                  | -                    | -                   |
| 8100                                | 000 | Vehicle Maintenance          | 24,686            | 30,554            | 43,686            | -                  | -                    | -                   |
| 8105                                | 000 | Fuel                         | 952               | 3,250             | 5,341             | -                  | -                    | -                   |
| 8132                                | 000 | Uniform Expense/Cleaning     | -                 | 1,314             | 1,411             | -                  | -                    | -                   |
| 8140                                | 000 | Utilities                    | -                 | -                 | -                 | -                  | -                    | -                   |
| 8180                                | 000 | Contract Services            | 12,866            | 11,185            | 14,008            | -                  | -                    | -                   |
| 8200                                | 000 | Training Expense             | -                 | -                 | 350               | -                  | -                    | -                   |
| 8300                                | 000 | Lease Payment                | 256               | 207               | 193               | -                  | -                    | -                   |
| <OPERATIONS & MAINTENANCE>          |     |                              | 42,485            | 54,490            | 73,212            | -                  | -                    | -                   |
| 8520                                | 000 | Machinery & Equipment        | -                 | -                 | -                 | -                  | -                    | -                   |
| 8540                                | 000 | Automotive Equipment         | -                 | -                 | -                 | -                  | -                    | -                   |
| <CAPITAL OUTLAY>                    |     |                              | -                 | -                 | -                 | -                  | -                    | -                   |
| <b>[207-8025] Dial-A-Ride Total</b> |     |                              | <b>236,178</b>    | <b>242,954</b>    | <b>221,218</b>    | <b>-</b>           | <b>22,744</b>        | <b>-</b>            |



|                      |                               |                 |
|----------------------|-------------------------------|-----------------|
| <b>Budget Detail</b> | <b>PROP "C" – DIAL A RIDE</b> | <b>207-8025</b> |
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All moved to 205 Prop A

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|                                                        |     |                            | Actual       | Actual       | Actual       | Adopted       | Estimated    | Proposed      |
|--------------------------------------------------------|-----|----------------------------|--------------|--------------|--------------|---------------|--------------|---------------|
| Acct                                                   | Tsk | Account Title              | 2020/21      | 2021/22      | 2022/23      | 2023/24       | 2023/24      | 2024/25       |
| 8020                                                   | 000 | Special Department Expense | -            | 1,815        | -            | 5,000         | 1,200        | 5,000         |
| 8060                                                   | 000 | Dues & Memberships         | 9,650        | 7,237        | 8,041        | 10,000        | 8,000        | 10,000        |
| 8170                                                   | 000 | Professional Services      | -            | -            | -            | -             | -            | -             |
| <OPERATIONS & MAINTENANCE>                             |     |                            | 9,650        | 9,052        | 8,041        | 15,000        | 9,200        | 15,000        |
| <b>[226-2029] Mission Meridian Public Garage Total</b> |     |                            | <b>9,650</b> | <b>9,052</b> | <b>8,041</b> | <b>15,000</b> | <b>9,200</b> | <b>15,000</b> |

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|---------------------------------------|--|-----------------|
| <b>Mission Meridian Public Garage</b> |  | <b>226-2029</b> |
| <b>Budget Detail</b>                  |  |                 |

- 8020      Special Department Expense  
Funds for supplies and maintenance of the Mission Meridian Parking  
Garage. Total (\$5,000)
- 8060      Property Owners' Association (POA) Dues  
Funds a portion of the Mission Meridian Parking Garage's POA dues.  
Total (\$10,000)

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|                      |                                       |                 |
|----------------------|---------------------------------------|-----------------|
| <b>Budget Detail</b> | <b>Mission Meridian Public Garage</b> | <b>226-2029</b> |
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Moved to Prop A Transit Planning 205-8030-8024

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| Acct                                               | Tsk | Account Title              | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|----------------------------------------------------|-----|----------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 8180                                               | 000 | Contract Services          | 62,980            | 65,950            | 23,292            | 19,599             | 19,599               | 19,104              |
|                                                    |     | <OPERATIONS & MAINTENANCE> | 62,980            | 65,950            | 23,292            | 19,599             | 19,599               | 19,104              |
| <b>[260-8023] CDBG Senior Nutrition Prog Total</b> |     |                            | <b>62,980</b>     | <b>65,950</b>     | <b>23,292</b>     | <b>19,599</b>      | <b>19,599</b>        | <b>19,104</b>       |

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|               |                               |          |
|---------------|-------------------------------|----------|
| Budget Detail | CDBG Senior Nutrition Program | 260-8023 |
|---------------|-------------------------------|----------|

## OPERATIONS & MAINTENANCE

### 8180 Contract Services

Provides funds for contract catering of the senior nutrition program (\$77,610). Community Development Block Grant covers \$19,104 of the contract in grant funds, while the General Fund provides \$58,506 through the Senior Services budget. The revenue estimate is just over \$41,400 from serving approximately 13,800 meals. Overall, the City subsidizes \$17,106 for the nutrition program.

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| Acct                                           | Tsk | Account Title              | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|------------------------------------------------|-----|----------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 8000                                           | 000 | Office Supplies            | 8,224             | 4,853             | 5,908             | 6,600              | 5,800                | 6,600               |
| 8010                                           | 000 | Postage                    | 392               | 163               | 260               | 200                | 450                  | 200                 |
| 8020                                           | 000 | Special Department Expense | 86,302            | 81,440            | 100,906           | 88,655             | 81,630               | 95,780              |
| 8040                                           | 000 | Advertising                | 1,009             | 2,292             | 1,850             | 2,400              | 1,200                | 2,400               |
| 8120                                           | 000 | Building Maintenance       | 10,184            | 13,036            | 24,052            | 24,300             | 23,000               | 33,800              |
| 8132                                           | 000 | Uniform Expense/Cleaning   | 6,586             | 8,100             | 97                | -                  | -                    | -                   |
| 8140                                           | 000 | Utilities                  | 5,865             | 6,504             | 7,347             | 7,495              | 7,110                | 7,755               |
| 8150                                           | 000 | Telephone                  | 7,812             | 8,412             | 12,222            | 10,632             | 10,100               | 11,400              |
| 8170                                           | 000 | Professional Services      | 139,500           | 172,987           | 100,000           | 101,996            | 101,996              | 101,996             |
| 8180                                           | 000 | Contract Services          | 132,102           | 139,581           | 148,712           | 151,048            | 149,582              | 157,637             |
| 8191                                           | 000 | Liability & Surety Bonds   | 50,403            | 69,529            | 133,125           | 67,800             | 78,000               | 96,000              |
| 8229                                           | 000 | Taxes                      | 1,039             | 975               | 1,213             | 1,250              | 1,200                | 1,250               |
| 8300                                           | 000 | Lease Payment              | 5,028             | 5,103             | 5,296             | 5,280              | 4,850                | 5,400               |
| <OPERATIONS & MAINTENANCE>                     |     |                            | 454,446           | 512,974           | 540,988           | 467,656            | 464,918              | 520,218             |
| <b>[295-8041] General Administration Total</b> |     |                            | <b>454,446</b>    | <b>512,974</b>    | <b>540,988</b>    | <b>467,656</b>     | <b>464,918</b>       | <b>520,218</b>      |

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|                      |                                                 |                 |
|----------------------|-------------------------------------------------|-----------------|
| <b>Budget Detail</b> | <b>Arroyo Seco Golf Course - Administration</b> | <b>295-8041</b> |
|----------------------|-------------------------------------------------|-----------------|

## OPERATIONS & MAINTENANCE

- 8000 Office Supplies  
Provides funds for the purchase of office paper, computer supplies, meeting supplies, and miscellaneous supplies. Total (\$6,600)
- 8010 Postage  
Postage for mailings. Total (\$200)
- 8020 Special Department Expense  
Credit card, bank fees & charges (\$55,800) computer services (\$28,250) membership dues (\$480), licensing fee (\$1,150), Employee retention and incentives (\$10,100). Total (\$95,780)
- 8040 Advertising  
Promotions and ads for Golf Course. Total (\$2,400)
- 8120 Building Maintenance  
Maintenance (\$21,500) and Janitorial Supplies (\$10,800), Burglar alarm (\$1,500). Total (\$33,800)
- 8140 Utilities  
Funds for Water (\$4,630), Gas and Electricity (\$3,125). Total (\$7,755)
- 8150 Telephone  
Telephone and Internet services. Total (\$11,400)
- 8170 Professional Services  
Administrative fee (\$98,000 a year) and consultant fees (\$3,996 a year). Total (\$101,996)
- 8180 Contract Services  
Compensation for Manager and Starter. Total (\$157,637)
- 8191 Liabilities and Surety Bonds  
Liability Insurances. Total (\$96,000)
- 8229 Taxes  
Property taxes. Total (\$1,250)
- 8300 Lease Payment  
Equipment and Lease payments. Total (\$5,400)



| Acct                                            | Tsk | Account Title              | Actual<br>2020/21 | Actual<br>2021/22 | Actual<br>2022/23 | Adopted<br>2023/24 | Estimated<br>2023/24 | Proposed<br>2024/25 |
|-------------------------------------------------|-----|----------------------------|-------------------|-------------------|-------------------|--------------------|----------------------|---------------------|
| 8020                                            | 000 | Special Department Expense | 63,333            | 67,441            | 64,746            | 18,400             | 18,400               | 17,500              |
| 8100                                            | 000 | Vehicle Maintenance        | 7,090             | 11,056            | 14,392            | 31,800             | 22,050               | 51,500              |
| 8120                                            | 000 | Building Maintenance       | 14,233            | 35,334            | 79,534            | 96,800             | 92,500               | 106,300             |
| 8130                                            | 000 | Small Tools                | 322               | 12,734            | 8,902             | 10,200             | 7,500                | 9,000               |
| 8132                                            | 000 | Uniform Expense/Cleaning   | 6,586             | 8,100             | 9,348             | 9,600              | 7,300                | 9,600               |
| 8140                                            | 000 | Utilities                  | 39,955            | 64,064            | 55,527            | 67,700             | 58,500               | 63,600              |
| 8150                                            | 000 | Telephone                  | 1,028             | 1,155             | 663               | 1,200              | 875                  | 1,200               |
| 8180                                            | 000 | Contract Services          | 246,075           | 223,249           | 228,366           | 266,890            | 263,000              | 278,368             |
| <OPERATIONS & MAINTENANCE>                      |     |                            | 378,623           | 423,131           | 461,478           | 502,590            | 470,125              | 537,068             |
| <b>[295-8042] Golf Course Maintenance Total</b> |     |                            | <b>378,623</b>    | <b>423,131</b>    | <b>461,478</b>    | <b>502,590</b>     | <b>470,125</b>       | <b>537,068</b>      |

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## OPERATIONS & MAINTENANCE

- 8020 Special Department Expense  
Supplies (\$10,800), license and permits (\$3,300) and training (\$400), trees, shrubs, and flowers (3,000). Total (\$17,500)
- 8100 Vehicle Maintenance  
Repairs to vehicles, carts, and equipment (\$36,000) oil and gas (\$15,500). Total (\$51,500)
- 8120 Building Maintenance  
Maintenance (\$32,000) fertilizer seed and chemicals (\$49,500) sand gravel and top (\$10,000) and course irrigation repairs (\$14,800). Total (\$106,300)
- 8130 Small Tools  
Purchase hand tools and lawn equipment. Total (\$9,000)
- 8132 Uniform Maintenance  
Uniform cleaning. Total (\$9,600)
- 8140 Utilities  
Funds for electricity. Total (\$63,600)
- 8150 Telephone  
Funds for telephone. Total (\$1,200)
- 8180 Contract Services  
Compensation for maintenance staff. Total (\$278,368)

|                               |     |                            | Actual         | Actual         | Actual         | Adopted        | Estimated      | Proposed       |
|-------------------------------|-----|----------------------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Acct                          | Tsk | Account Title              | 2020/21        | 2021/22        | 2022/23        | 2023/24        | 2023/24        | 2024/25        |
| 8020                          | 000 | Special Department Expense | 28,163         | 27,438         | 51,106         | 42,200         | 39,350         | 41,800         |
| 8120                          | 000 | Building Maintenance       | 6,676          | 11,420         | 14,675         | 10,800         | 8,500          | 12,000         |
| 8132                          | 000 | Uniform Expense/Cleaning   | 287            | -              | -              | 750            | 700            | 1,000          |
| 8180                          | 000 | Contract Services          | 108,078        | 123,548        | 131,308        | 128,725        | 115,000        | 152,459        |
|                               |     | <OPERATIONS & MAINTENANCE> | 143,203        | 162,405        | 197,089        | 182,475        | 163,550        | 207,259        |
| <b>[295-8043] Range Total</b> |     |                            | <b>143,203</b> | <b>162,405</b> | <b>197,089</b> | <b>182,475</b> | <b>163,550</b> | <b>207,259</b> |

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|                      |                                                |                 |
|----------------------|------------------------------------------------|-----------------|
| <b>Budget Detail</b> | <b>Arroyo Seco Golf Course - Driving Range</b> | <b>295-8043</b> |
|----------------------|------------------------------------------------|-----------------|

## OPERATIONS & MAINTENANCE

- 8020 Special Department Expense  
Range balls and mats (\$40,000) and supplies (\$1,800). Total (\$41,800)
- 8120 Building Maintenance  
Maintenance of range, netting, and irrigation. Total (\$12,000)
- 8132 Uniform Maintenance  
Uniform cleaning. Total (\$1,000)
- 8180 Contract Services  
Compensation for maintenance staff and starter. Total. (\$152,459)

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|                                   |     |                            | Actual         | Actual         | Actual         | Adopted       | Estimated     | Proposed       |
|-----------------------------------|-----|----------------------------|----------------|----------------|----------------|---------------|---------------|----------------|
| Acct                              | Tsk | Account Title              | 2020/21        | 2021/22        | 2022/23        | 2023/24       | 2023/24       | 2024/25        |
| 8020                              | 000 | Special Department Expense | 4,174          | 2,169          | 6,470          | 4,200         | 2,500         | 4,200          |
| 8132                              | 000 | Uniform Expense/Cleaning   | 2,718          | 3,663          | 2,209          | 3,000         | 1,950         | 3,000          |
| 8180                              | 000 | Contract Services          | 121,678        | 97,662         | 118,201        | 71,850        | 87,500        | 138,496        |
|                                   |     | <OPERATIONS & MAINTENANCE> | 128,569        | 103,494        | 126,880        | 79,050        | 91,950        | 145,696        |
| <b>[295-8044] Golf Shop Total</b> |     |                            | <b>128,569</b> | <b>103,494</b> | <b>126,880</b> | <b>79,050</b> | <b>91,950</b> | <b>145,696</b> |

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|               |                                     |          |
|---------------|-------------------------------------|----------|
| Budget Detail | Arroyo Seco Golf Course - Golf Shop | 295-8044 |
|---------------|-------------------------------------|----------|

## OPERATIONS & MAINTENANCE

- 8020 Special Department Expense  
Clothing, gloves, and other supplies. Total (\$4,200)
- 8132 Uniform Maintenance  
Uniform cleaning. Total (\$3,000)
- 8180 Contract Services  
Compensation for Starter. Total (\$138,496)

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|                                      |     |                            | Actual        | Actual        | Actual        | Adopted       | Estimated     | Proposed      |
|--------------------------------------|-----|----------------------------|---------------|---------------|---------------|---------------|---------------|---------------|
| Acct                                 | Tsk | Account Title              | 2020/21       | 2021/22       | 2022/23       | 2023/24       | 2023/24       | 2024/25       |
| 8020                                 | 000 | Special Department Expense | 2,025         | 2,109         | 1,554         | 1,500         | 2,609         | 1,900         |
| 8120                                 | 000 | Building Maintenance       | 4,557         | 2,615         | 3,419         | 1,200         | 3,500         | 2,400         |
| 8130                                 | 000 | Small Tools                | 2,708         | -             | -             | -             | -             | -             |
| 8180                                 | 000 | Contract Services          | 9,556         | 10,584        | 9,620         | 10,616        | 11,500        | 16,970        |
|                                      |     | <OPERATIONS & MAINTENANCE> | 18,846        | 15,308        | 14,594        | 13,316        | 17,609        | 21,270        |
| <b>[295-8045] Food Service Total</b> |     |                            | <b>18,846</b> | <b>15,308</b> | <b>14,594</b> | <b>13,316</b> | <b>17,609</b> | <b>21,270</b> |

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|               |                                             |          |
|---------------|---------------------------------------------|----------|
| Budget Detail | Arroyo Seco Golf Course - Food and Beverage | 295-8045 |
|---------------|---------------------------------------------|----------|

**OPERATIONS & MAINTENANCE**

- 8020 Special Department Expense  
License and permits. Total (\$1,900)
- 8120 Building Maintenance  
Maintenance. Total (\$2,400)
- 8180 Contract Services  
Compensation for restaurant staff. Total (\$16,970)

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## Full-Time Budgeted Positions

| <b>City Manager</b>           | <b>2020/21</b> | <b>2021/22</b> | <b>2022/23</b> | <b>2023/24</b> | <b>2024/25</b> |
|-------------------------------|----------------|----------------|----------------|----------------|----------------|
| City Manager                  | 1              | 1              | 1              | 1              | 1              |
| Deputy City Manager           | 0              | 1              | 1              | 1              | 1              |
| Assistant to the City Manager | 1              | 1              | 1              | 1              | 1              |
| Management Analyst            | 0              | 1              | 1              | 1              | 1              |
| Executive Assistant           | 1              | 1              | 0              | 0              | 0              |
| Administrative Secretary      | 0              | 0              | 1              | 1              | 1              |
| Total Funded Positions        | 3              | 5              | 5              | 5              | 5              |
| Unfunded Positions*           |                |                |                |                |                |

### Management Services

|                              |    |   |   |   |   |
|------------------------------|----|---|---|---|---|
| Management Services Director | 0  | 1 | 1 | 1 | 1 |
| Chief City Clerk             | 1  | 1 | 1 | 1 | 1 |
| Human Resources Manager      | 1  | 0 | 0 | 0 | 0 |
| Human Resources/Risk Manager | 0  | 1 | 1 | 1 | 1 |
| Principal Mgt. Analyst       | 2* | 0 | 0 | 0 | 0 |
| Sr. Management Analyst       | 0  | 1 | 1 | 1 | 1 |
| Management Analyst           | 2  | 2 | 2 | 0 | 0 |
| Deputy City Clerk            | 1  | 1 | 1 | 1 | 1 |
| Management Assistant         | 0  | 0 | 1 | 1 | 1 |
| Sr. Human Resources Analyst  | 0  | 0 | 0 | 1 | 1 |
| Human Resources Analyst      | 0  | 0 | 0 | 1 | 1 |
| Total Funded Positions       | 5  | 7 | 8 | 8 | 8 |
| Unfunded Positions*          | 2  |   |   |   |   |

### Finance Department

|                                    |   |   |   |   |    |
|------------------------------------|---|---|---|---|----|
| Finance Director                   | 1 | 1 | 1 | 1 | 1  |
| Deputy Finance Director/Controller | 0 | 0 | 0 | 1 | 1  |
| Finance Manager                    | 1 | 1 | 1 | 1 | 1  |
| Accounting Manager                 | 1 | 1 | 1 | 0 | 0  |
| Accountant                         | 0 | 1 | 2 | 2 | 2* |
| Management Analyst                 | 0 | 0 | 2 | 2 | 2  |
| Management Assistant               | 1 | 2 | 0 | 1 | 1  |
| Accounting Technician              | 1 | 0 | 0 | 1 | 1  |
| Total Funded Positions             | 5 | 6 | 7 | 9 | 8  |
| Unfunded Positions*                |   |   |   |   | 1  |

### Police Department

|                     |     |     |    |    |    |
|---------------------|-----|-----|----|----|----|
| Police Chief        | 1   | 1   | 1  | 1  | 1  |
| Deputy Police Chief | 1   | 1*  | 1  | 1  | 1  |
| Police Captain      | 0   | 0   | 0  | 0  | 0  |
| Police Lieutenant   | 2   | 2   | 2  | 2  | 2  |
| Police Sergeant     | 5   | 5   | 5  | 6  | 6  |
| Police Corporal     | 6   | 6   | 6  | 6  | 6  |
| Police Officer      | 21* | 21* | 21 | 21 | 21 |

**Police Department cont.**

|                                  | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 |
|----------------------------------|---------|---------|---------|---------|---------|
| Management Analyst               | 1       | 1       | 1       | 1       | 1       |
| Senior Clerk                     | 0       | 0       | 0       | 0       | 0       |
| Support Services Assistant       | 0       | 0       | 0       | 0       | 0       |
| Police Clerk I                   | 0       | 0       | 0       | 0       | 0       |
| Police Clerk II                  | 4       | 4       | 4       | 4       | 4       |
| Police Assistant II (Rotational) | 1       | 1       | 1       | 1       | 1       |
| Police Assistant                 | 8       | 8       | 8       | 9       | 9*      |
| Parking Control Officer          | 3       | 3       | 3       | 3       | 3       |
| Administrative Secretary         | 0       | 0       | 0       | 0       | 0       |
| Total Funded Positions           | 51      | 51      | 53      | 55      | 54      |
| Unfunded Positions*              | 2       | 2       |         |         | 1       |

**Fire Department**

|                            |    |    |    |    |    |
|----------------------------|----|----|----|----|----|
| Fire Chief                 | 1  | 1  | 1  | 1  | 1  |
| Division Chief             | 2  | 2  | 2  | 2  | 2  |
| Fire Prevention Specialist | 1  | 1  | 1  | 1  | 1  |
| Fire Captain               | 3  | 3  | 3  | 3  | 3  |
| Fire Engineer              | 6  | 6  | 6  | 6  | 6  |
| Firefighter/Paramedic      | 9  | 9  | 9  | 9  | 9  |
| Management Assistant       | 0  | 0  | 0  | 1  | 1  |
| Total Funded Positions     | 22 | 22 | 22 | 23 | 23 |
| Unfunded Positions*        |    |    |    |    |    |

**Public Works Department****Administrative/Engineering Division**

|                                        |   |   |   |   |   |
|----------------------------------------|---|---|---|---|---|
| Public Works Director                  | 1 | 1 | 1 | 1 | 1 |
| Deputy Public Works Director           | 1 | 1 | 1 | 1 | 1 |
| Deputy Director Water & Sustainability | 1 | 1 | 0 | 0 | 0 |
| Principal Engineer                     | 0 | 0 | 0 | 1 | 1 |
| Senior Civil Engineer                  | 0 | 1 | 1 | 1 | 1 |
| Associate Civil Engineer               | 1 | 1 | 1 | 1 | 1 |
| Civil Engineering Assistant            | 1 | 1 | 1 | 1 | 1 |
| Public Works Assistant                 | 1 | 1 | 1 | 1 | 1 |
| Public Works Inspector                 | 1 | 2 | 2 | 2 | 2 |
| Management Analyst                     | 0 | 0 | 2 | 2 | 2 |
| Management Assistant                   | 1 | 1 | 1 | 1 | 1 |
| Transportation Engineer                | 0 | 0 | 1 | 0 | 0 |
| Transportation Program Manager         | 0 | 0 | 0 | 1 | 1 |

**Operations & Maintenance Division**

|                                   |   |   |   |   |   |
|-----------------------------------|---|---|---|---|---|
| Public Works Operations Manager   | 1 | 1 | 1 | 1 | 1 |
| Facilities and Parks Supervisor   | 0 | 0 | 1 | 1 | 1 |
| Parks Supervisor                  | 1 | 1 | 1 | 0 | 0 |
| Facilities Maintenance Supervisor | 1 | 1 | 1 | 0 | 0 |
| Street & Sewer Supervisor         | 1 | 1 | 1 | 1 | 1 |

**Public Works cont.**

|                                            | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 |
|--------------------------------------------|---------|---------|---------|---------|---------|
| Electrician                                | 1       | 1       | 1       | 1       | 1       |
| Senior Maintenance Worker                  | 2       | 2       | 2       | 3       | 3       |
| Building Maintenance Worker                | 2       | 2       | 2       | 2       | 2       |
| Maintenance Worker I/II                    | 5       | 5       | 6       | 6       | 6       |
| Environmental & Sustainability Division    |         |         |         |         |         |
| Environmental & Sustainability Manager     | 0       | 0       | 1       | 1       | 1       |
| Water Conservation Analyst                 | 1       | 1       | 0       | 0       | 0       |
| Management Analyst                         | 0       | 0       | 0       | 1       | 1       |
| Water Division                             |         |         |         |         |         |
| Water Operations Manager                   | 1       | 1       | 1       | 1       | 1       |
| Water Operations Supervisor                | 0       | 0       | 0       | 1       | 1       |
| Senior Water Utility Worker                | 1       | 1       | 1       | 1       | 1       |
| Senior Water Production/Treatment Operator | 1       | 1       | 1       | 1       | 1       |
| Water Production/Treatment Operator        | 2       | 2       | 2       | 2       | 2       |
| Water Utility Worker I/II                  | 5       | 5       | 5       | 5       | 5       |
| Total Funded Positions                     | 33      | 35      | 39      | 41      | 41      |
| Unfunded Positions*                        |         |         |         |         |         |

**Community Development**

|                                          |   |    |    |    |    |
|------------------------------------------|---|----|----|----|----|
| Community Development Director           | 1 | 1  | 1  | 1  | 1  |
| Deputy Community Development Director    | 0 | 1  | 1  | 1  | 1  |
| Planning Manager                         | 0 | 1  | 1  | 1  | 1  |
| Senior Management Analyst/Housing        | 0 | 0  | 1  | 1  | 1  |
| Principal Management Analyst             | 2 | 1  | 0  | 0  | 0  |
| Senior Planner                           | 0 | 0  | 0  | 2  | 2  |
| Associate Planner                        | 1 | 3  | 3  | 2  | 2  |
| Assistant Planner                        | 0 | 1  | 1  | 1  | 1  |
| Senior Community Improvement Coordinator | 0 | 0  | 0  | 1  | 1  |
| Community Improvement Coordinator        | 1 | 1  | 1  | 1  | 1  |
| Film Liaison                             | 1 | 1  | 1  | 1  | 1  |
| Management Assistant                     | 0 | 0  | 0  | 0  | 0  |
| Administrative Secretary                 | 1 | 1  | 1  | 0  | 0  |
| Permit Counter Technician                | 0 | 0  | 1  | 1  | 1  |
| Total Funded Positions                   | 7 | 11 | 12 | 13 | 13 |
| Unfunded Positions*                      |   |    |    |    |    |

**Library**

|                             | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 |
|-----------------------------|---------|---------|---------|---------|---------|
| Library Director            | 1       | 1       | 1       | 1       | 1       |
| Public Services Manager     | 1       | 1       | 1       | 1       | 1       |
| Support Services Manager    | 1       | 1       | 1       | 1       | 1       |
| Librarian                   | 3       | 3       | 4       | 4       | 4       |
| Library Technical Assistant | 1       | 1       | 1       | 1       | 1       |
| Library Clerk I             | 1       | 1       | 0       | 0       | 0       |
| Library Clerk II            | 0       | 0       | 1       | 1       | 1       |
| Administrative Secretary    | 1       | 1       | 1       | 1       | 1       |
| Total Funded Positions      | 9       | 9       | 10      | 10      | 10      |
| Unfunded Positions*         |         |         |         |         |         |

Community Services

|                                    |   |    |   |   |   |
|------------------------------------|---|----|---|---|---|
| Community Services Director        | 1 | 1  | 1 | 1 | 1 |
| Deputy Community Services Director | 0 | 1  | 1 | 1 | 1 |
| Senior Services Supervisor         | 1 | 1  | 1 | 1 | 1 |
| Youth Services Supervisor          | 1 | 1  | 1 | 1 | 1 |
| Management Analyst                 | 1 | 1  | 1 | 1 | 1 |
| Management Assistant               | 1 | 1  | 1 | 1 | 1 |
| Community Services Coordinator     | 1 | 1  | 0 | 0 | 0 |
| Management Aide                    | 0 | 0  | 0 | 0 | 0 |
| Program Specialist                 | 1 | 1  | 1 | 1 | 1 |
| Transportation Driver              | 2 | 2  | 2 | 2 | 2 |
| Total Funded Positions             | 9 | 10 | 9 | 9 | 9 |
| Unfunded Positions*                |   |    |   |   |   |

|                                             |            |            |            |            |            |
|---------------------------------------------|------------|------------|------------|------------|------------|
| <b>Total Full-Time Budgeted Positions</b>   | <b>144</b> | <b>156</b> | <b>165</b> | <b>173</b> | <b>171</b> |
| <b>Unfunded Positions</b>                   | <b>4</b>   | <b>2</b>   | <b>0</b>   | <b>0</b>   | <b>2</b>   |
| <b>Total Full-Time Authorized Positions</b> | <b>148</b> | <b>158</b> | <b>165</b> | <b>173</b> | <b>173</b> |

## Fiscal Year 2023-24 - Limited Term and Contract Retired Annuitants

### **Limited Term:**

|                        |   |
|------------------------|---|
| City Manager:          |   |
| Management Services:   | 1 |
| Finance Department:    |   |
| Police Department:     | 1 |
| Fire Department:       |   |
| Public Works:          |   |
| Community Development: |   |
| Library:               |   |
| Community Services:    |   |
| Count: 2               |   |

### **Contract Retired Annuitants:**

|                        |   |
|------------------------|---|
| City Manager:          | 1 |
| Management Services:   | 3 |
| Finance Department:    |   |
| Police Department:     | 1 |
| Fire Department:       |   |
| Public Works:          |   |
| Community Development: | 1 |
| Library:               |   |
| Community Services:    |   |
| Count: 6               |   |