



OPERATING BUDGET

CITY
OF **ARCADIA**



FISCAL YEARS 2020-2022





CITY OF ARCADIA

ELECTED POSITIONS AND ADMINISTRATION PERSONNEL

JULY 1, 2020

ELECTED POSITIONS CITY COUNCIL MEMBERS

TERM EXPIRES

ROGER CHANDLER	MAYOR	2022
SHO TAY	MAYOR PRO-TEMPORE	2022
TOM BECK		2022
PAUL CHENG		2024
APRIL VERLATO		2024

CITY CLERK

GENE GLASCO	2024
-------------	------

ADMINISTRATIVE PERSONNEL CITY OFFICIALS

DOMINIC LAZZARETTO	CITY MANAGER
STEPHEN P. DEITSCH	CITY ATTORNEY
DARLENE BRADLEY	LIBRARY AND MUSEUM SERVICES DIRECTOR
ROBERT T. GUTHRIE	POLICE CHIEF
JASON KRUCKEBERG	ASST. CITY MANAGER /DEVELOPMENT SERVICES DIRECTOR
MICHAEL LANG	FIRE CHIEF
HUE C. QUACH	ADMINISTRATIVE SERVICES DIRECTOR
SARA SOMOGYI	RECREATION AND COMMUNITY SERVICES DIRECTOR
TOM TAIT	PUBLIC WORKS SERVICES DIRECTOR

MISSION STATEMENT

Arcadia is a premier "community of homes" featuring top quality, safe neighborhoods which exist in concert with the natural environment; a diverse population that is committed to community involvement and volunteerism; and a superb educational system. This high quality of life is supported by our economic vitality.

It is the mission of Arcadia City Government to provide effective and fiscally responsible municipal services in a manner that promotes this high standard of community life.

GOALS

- **CITY COUNCIL** To provide leadership. While listening carefully and respectfully to all points of view, to ultimately set policy and make decisions based on facts and what is in the best interest of the entire city. To treat City employees with respect, recognize their special talents and training, and listen to their advice.
- **CITY EMPLOYEES** To serve the public in an atmosphere of courtesy, friendliness and respect, consistently treating everyone fairly within the policies, rules and regulations of Arcadia. To provide the highest quality municipal services in an effective, creative and fiscally responsible manner.
- **FISCAL RESPONSIBILITY** To provide the highest quality municipal services, consistent with the resources available to us. To allocate such resources fairly to meet the needs of the community as a whole, while recognizing the needs of various segments within the community.
- **ECONOMIC DEVELOPMENT** To recognize that high quality City services are to a large extent dependent on a strong business community. To provide and further enhance a strong economic base by encouraging revenue-producing, high quality, "clean" retail, commercial and industrial development which is compatible with a community of homes atmosphere.
- **EDUCATION** To recognize that a major strength of our community is the educational system. To ensure that our efforts are consistent with maintaining the quality of education provided to the community. To support the Board of Education in this critical area.
- **QUALITY OF LIFE** To provide a pleasing community atmosphere and a level of maintenance of public streets, parks, rights-of-way and other public facilities that is consistent with the level of maintenance our citizens provide to their private property. To recognize and promote individual property rights while ensuring that the rights of others are not infringed upon. To provide quality parks, recreation opportunities, library and other information services, senior and youth programs, and medical facilities to our citizens. To promote a positive community spirit and pride in the community.
- **PUBLIC SAFETY** To assure that residents will be safe in their homes and neighborhoods. To be prepared for disasters and provide for the protection of life and property in such event.
- **PUBLIC INFRASTRUCTURE** To protect, maintain and enhance the City's public infrastructure. To anticipate the long-term needs of the infrastructure and take prudent steps to provide for those needs.
- **TRANSPORTATION** To provide quality streets and control systems for the efficient movement of traffic. To provide for the alternative transportation needs of all segments of the community.
- **COMMUNICATION** To educate the community on City programs and operations as well as their role in the governmental process.

**CITY OF ARCADIA
FISCAL YEARS 2020-2022 OPERATING BUDGET**

TABLE OF CONTENTS **Page**

INTRODUCTION

 Budget Memo

SUMMARY SCHEDULES

General Fund - Fund Balance	1
General Fund Revenues - By Source.....	2
General Fund Revenues - By Object.....	3
General Fund Expenditure Summary	7
General Fund Expenditure - Department Summary.....	8
Summary by Fund – Sources and Uses	9
Full Time Personnel	13

DEPARTMENT APPROPRIATIONS

General Fund Departments

Office of the City Manager.....	15
Office of the City Council.....	23
Office of the City Clerk	26
Office of the City Attorney	29
General City.....	31
Administrative Services Department	33
Police Department.....	45
Fire Department	67
Public Works Services Department.....	81
Development Services Department.....	97
Recreation and Community Services Department.....	111
Library and Museum Services Department	127

Other Funds

Narcotic Seizure.....	145
Citizens Option for Public Safety (COPS).....	146
High School Law Enforcement.....	149
Medical/Dental Insurance	151
IRS Task Force	153
Workers' Compensation/Liability Self-Insurance	154
Homeland Security Fund.....	157
Homeless Plan.....	158
Office of Traffic Safety Grant.....	161
California OES HSGP	163
Miscellaneous PERS Employee Retirement	165
Emergency Reserve.....	166
Emergency Response	167
Park and Recreation	169
Traffic Safety.....	171
Public, Educational & Government Access	172

**CITY OF ARCADIA
FISCAL YEARS 2020-2022 OPERATING BUDGET**

TABLE OF CONTENTS **Page**

Other Funds (Cont'd)

Used Oil Grant	173
DOC Beverage Grant.....	175
Solid Waste.....	177
Measure W – Safe Clean Water Program	180
State Gas Tax	181
Road Maintenance & Rehabilitation Program (SB1).....	182
Air Quality Management.....	183
Community Development Block Grant.....	185
Santa Anita Grade Separation	190
Arcadia Transit Fund.....	191
Proposition A Local Return.....	194
Proposition C Local Return	199
Measure R Local Return	202
Transportation Impact Fund	205
Measure M Local Return.....	206
TDA Article 3 Bikeway.....	208
Capital Improvement.....	209
City Hall Reserve	211
Lighting Maintenance	212
Water	215
Sewer.....	223
Arcadia Par 3 Golf Course	226
Equipment Replacement.....	228
Redevelopment Successor Agency.....	230
General Obligation Bond 2012	233
General Obligation Bond 2011	235



MEMORANDUM

Office of the City Manager

DATE: July 1, 2020

TO: Honorable Mayor and City Council

FROM: Dominic Lazzaretto, City Manager

SUBJECT: Fiscal Year 2020-21 Budget

This year's budget process included Budget Study Sessions with the City Council on May 19 and June 2, 2020. Copies of the proposed Operating Budget were provided for the City Council's review. Inclusive in the draft Budget were all operating funds including General, Special Revenues, Enterprise, and the Successor Agency. Additionally, the City Council received the Capital Improvement and Equipment Replacement Fund budgets in a separate document. All funds total \$120.5 million in expenditures, of which the General Fund's budget is \$63.9 million (excluding Transfers Out noted below).

As Special Revenues, Enterprise, and Debt Service funds are restricted to specific purposes and are generally self-sustaining, this report will primarily focus on the General Fund's Operating Budget.

The adopted FY 2020-21 General Fund Operating Budget anticipates Total Operating Revenues of \$65.6 million and Operating Expenses at \$63.9 million. Based on the many unknowns associated with COVID-19, staff has prepared a recommended Budget that assumes a scenario in which the general public continues to be highly impacted by social restrictions both because of ongoing restrictions and another possible shutdown this winter. This scenario would have a significant impact on the City's operations and ability to generate revenues. Impact to several of the City's key General Fund revenues – Sales Tax, Transient Occupancy Tax, Fees for Services, and other revenues – has been projected. The adoption of Measure A and the significant increase in taxes it brings is what makes it possible to present a balanced Budget that does not use Reserve funds and maintains service levels in the community. While the amount projected to be received in the coming year has been reduced from pre-COVID projections, even the reduced number has the effect of buoying the organization during this economic downturn.

The adopted Budget does not contain any new programs for consideration; instead, significant cuts have been made throughout all departments – but most significantly in the Library & Museum and Recreation & Community Services Departments, whose operations are most directly impacted by the ongoing restrictions from COVID-19.

Due to the uncertain nature of COVID-19 and its impacts, the Budget has been put together as conservatively as possible; nevertheless, it would be appropriate for the City Council to review the document on a quarterly basis in the coming year to be able to adjust to any required changes as quickly as possible.

After total revenue and expenditures are considered, the ending Operating General Fund Balance, as adopted, will reflect a balanced budget with an expected surplus of \$251,700, which would add to the projected ending Operating Fund Balance of \$3,216,900. A recent assessment of the City's cash flow shows the City to be sound with liquidity and capacity to weather the anticipated economic downturn. The City continues to meet the need for setting aside an Emergency Reserve Fund, currently with a balance of \$10.1 million, as well as having other reserve fund balances, such as for Workers' Compensation costs, Liability Claims expenses, and Capital Improvement and Equipment Replacement Funds. Inclusive of the Emergency Reserve Fund balance noted above, the City's Unrestricted Reserve Balances totals \$31.4 million.

	FY 20-21 Budget
Beginning Fund Balance:	\$ 2,965,200
Total Revenues	68,308,500
Total Expenditures	63,881,700
Subtotal:	4,362,800
Total Fund Transfers	(4,111,100)
Net Surplus / (Deficit):	\$251,700
Ending Fund Balance:	\$ 3,216,900

The adopted Budget transfers of funds are itemized as follows:

• Lighting District	\$ 786,300
• Local Law Enforcement	\$ 124,800
• Capital Improvement Fund	\$1,600,000
• Equipment Replacement Fund	<u>\$1,600,000</u>
Total: \$4,111,100	

Annually, a goal of \$2.4 million is set for transfers to the Capital Improvement Fund in order to create a balance sufficient to meet annual maintenance and replacement needs. The \$1.6 million adopted does not reach the goal amount for the year, but does more than offset budgeted expenditures in the coming year. The Capital Improvement Fund provides most of the funding for such essential maintenance as pavement rehabilitation, building repairs, and parks maintenance. Due to COVID-19's effect on the Budget, deferral of capital improvement projects totaling \$1.2 million is recommended until further clarity is known. These projects can be delayed for a year or two without impacting the overall quality of the City's buildings and infrastructure.

Key projects that were maintained in the Capital Improvement Fund budget are the annual slurry seal program and the Arcadia Unified School Track Replacement. Total budgeted projects funded by the Capital Improvement Fund will be \$940,500. Citywide, the combined capital projects for all funds has been budgeted at \$10.4 million.

In the Equipment Replacement Fund, this year's transfer approaches the annual goal amount. The General Fund is budgeted to transfer \$1.6 million to the Fund versus the annual goal of \$1.8 million. Total budgeted asset replacement costs funded by the Equipment Replacement Fund will be \$661,700, meaning the ending Fund balance will rise by over \$900,000. The Equipment Replacement Fund provides funding for essential equipment such as computers, vehicles, and major office equipment. Similar to the Capital Improvement Fund, roughly \$1.5 million in proposed expenditures have been deferred to future years, which can be accomplished without jeopardizing operations or employee safety.

During the Budget Study Session of May 19, a detailed discussion ensued about the pension debt and the desire to accelerate payments to CalPERS to generate substantial long-term savings. The City Council provided direction to use \$2.9 million of the City's reserve funds for this prepayment. The City Council also directed staff to eliminate expenditures related to Law Day, which the Arcadia Chinese Association has offered to take over. This will save the City approximately \$2,000 per year. These directives have been incorporated in the adopted Budget.

Economic Context

At the start of the Budget process in mid-February, there was a fairly optimistic mood when looking forward to the upcoming Fiscal Year. The City's residents in June 2019 had approved Measure A, a .75% general transactions and use tax that was estimated to provide an additional revenue stream of at least \$8.6 million to the General Fund. The approval of Measure A ensured that the City could continue its excellence in providing services to the residents and businesses in Arcadia. Moreover, after working diligently with the Citizens Financial Advisory Committee to develop a long range plan to reduce the City's CalPERS pension liabilities, the coming year would have marked the first year in which the City could take that important step forward in greatly reducing that burden. In fact, the original Budget showed a projected surplus of over \$3 million, including full transfers to all sinking funds, which would have been sent to CalPERS to address the City's long-term pension liabilities.

Around mid-February, the pandemic had already made its traces around the world. There were growing numbers of cases as well as deaths, and of particular concern was the speed to which those new cases were tallying worldwide. Looming was a potential health crisis; however, the economic impact and the devastating effect of it was not yet imagined. The COVID-19 pandemic caused economic disruption at unprecedented speed as it changed people's mobility and the norms of business in all services and industries leading

to closure of all types of businesses, travels, hotels, tourism, and any places where gatherings take place.

The impact of COVID-19 would be felt by all state and local governments as social restrictions have had a significant impact on the various taxes and fees normally paid. Specifically, City taxes that are most affected are: Sales and Transaction Use Tax, Transient Occupancy Tax, Business License Tax, recreational class and sports fees, and various planning and building permit fees. This year's Budget was the most difficult to compile in at least a generation due to the unprecedented fiscal and societal uncertainties related to the ongoing COVID-19 public health crisis. There simply is no comparable reference point to this contagion event. As such, the Budget has been prepared with the maximum amount of flexibility built in and an eye for being highly conservative.

General Fund Operating Budget

As we move forward, the FY 2020-21 budget year not only focuses on retaining critical and essential services, but it will also require the City to continue to address the impact of COVID-19 in the working environment and to ensure a safe workable place as we transition to opening our facilities and programs to the community.

It is in this context that the FY 2020-21 Budget forecasts reductions in both revenues and expenditures. However, it needs to be noted that in this year's budget, the forecasting of revenue, was like no other. Aside from uncertainties brought about by COVID-19, the passage of Measure A and the revenue resulting from it has camouflaged what would have been thought to be an obvious revenue decline under normal circumstances.

To further explain, FY 2020-21 is the first year in which a full year of Measure A revenue would be received. This full year's projected amount changed the bottom line and caused this "artificial" growth when simply comparing the adopted budget to the prior Fiscal Years. In addition, because the pandemic caused a significant reduction of revenues for the months of March through June 2020, FY 2019-20 will end much lower than initially projected. This further adds to the apparent growth seen when you simply compare the two years.

A better way of looking at how COVID-19 has impacted the Budget is to compare the original projections that were included in the prior year's Budget to those in this Budget. It was forecasted that General Fund revenue for FY 2020-21 would be \$74.6 million versus the current projection of \$68.2 million – a decrease of nearly \$6.5 million. Similarly, on the expenditure side, the prior year's budget projection anticipated expenditures of \$74.6 million versus the \$68.0 million that is currently budgeted, illustrating \$4.6 million in cuts that have been included in the final document.

Summarized in the table below is the General Fund Operating Budget for: FY 2019-20 Year Ending Estimates, FY 2020-21 Adopted Budget, and a FY 2021-22 Preliminary Budget Outlook. Please note that FY 2021-22 is not proposed for adoption as the City adopts its Operating Budget annually.

GENERAL FUND

	FY19-20 Estimates	FY20-21 Budget	FY21-22 Budget
Beginning Fund Balance	6,192,500	2,965,200	3,216,900
Estimated Revenue	59,004,400	65,627,600	70,694,500
Budgeted Expenditures	64,622,800	63,881,700	69,102,700
Revenue over Expenditures	(5,618,400)	1,745,900	1,591,800
Fund Transfers			
Transfers-In from other funds	4,698,000	2,616,900	5,132,500
Transfers-Out to other funds	(2,306,900)	(4,111,100)	(5,127,200)
Net Transfers	2,391,100	(1,494,200)	5,300
Subtotal Operating Balance	(3,227,300)	251,700	1,597,100
Ending Fund Balance	2,965,200	3,216,900	4,814,000

As shown in the table above, the City's General Fund Ending Fund Balance will increase to \$3.2 million as a result of a projected surplus of \$251,700, which allows for adequate cash flows between Fiscal Years. Per City Council direction, the City also maintains an Emergency Reserve at \$10.1 million. Inclusive of other designated fund balances, such as the Workers' Compensation, General Liability Claims, Capital Improvement, and Equipment Replacement Fund, the City's Reserve Balances totals \$31.4 million as of this writing. That total reserve fund balance, through planned use, will be reduced by the end of the Fiscal Year. At the May 19 Budget Study Session, the City Council provided direction to use \$2.9 million of reserve fund balances for prepayment contributions to CalPERS.

FY 2020-21 Budgeted Revenues

Revenue Source	FY 19-20 Budget	FY 19-20 Estimated	FY 20-21 Budget	FY 21-22 Budget
Taxes	41,868,400	38,332,500	44,034,500	48,810,400
License & Permits	4,590,700	4,314,500	4,556,200	4,626,200
Fines & Penalties	527,500	421,900	416,500	506,500
Use Money & Property	1,562,000	1,784,000	1,517,800	1,560,900
Revenue from Other Agencies	7,573,300	7,841,800	8,771,800	8,226,000

Charge Current Services	3,647,600	3,068,800	3,284,200	3,239,900
Library	122,400	97,900	89,400	89,400
Recreation	1,261,900	916,500	747,700	1,357,000
Other Revenue	2,296,800	2,226,500	2,209,500	2,278,200
Total Revenues				
Subtotal	63,450,600	59,004,400	65,627,600	70,694,500

For FY 2020-21, total General Fund revenues are expected to increase when compared to FY 2019-20 Year End Estimated. The largest revenue source to the City's General Fund is from Taxes. The key revenues under this group are: Property Tax, Sales Tax, Transient Occupancy Tax, Utility Users' Tax, and Motor Vehicle License Fees. Their projected receipts are shown in the table below.

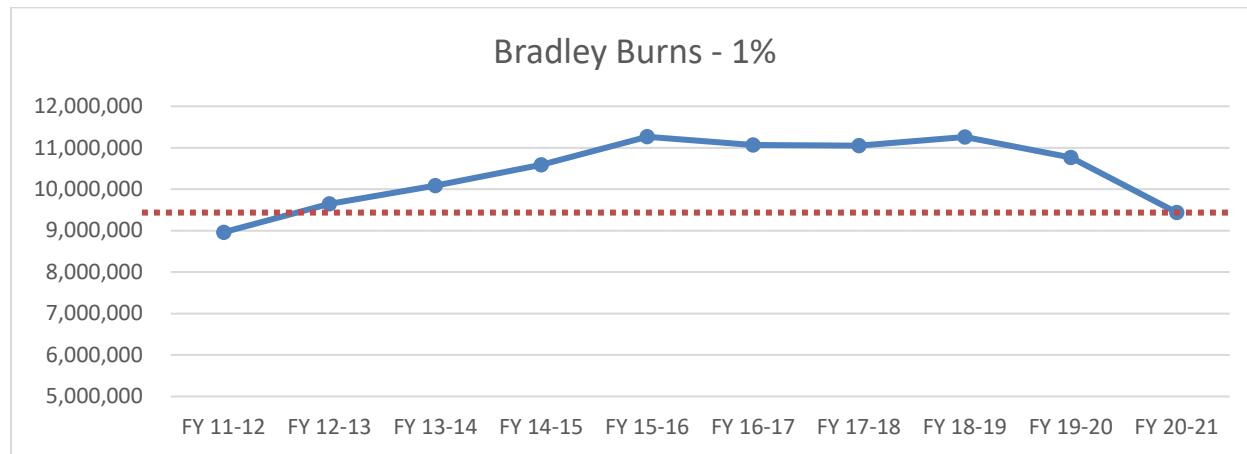
<i>Description</i>	<i>FY 2019-20 YE Estimates</i>	<i>FY 2020-21 Adopted Budget</i>	<i>Difference</i>	<i>% Change</i>
Property Tax	\$ 15,862,000	\$ 16,968,000	\$ 413,800	2.5%
Sales Tax	\$ 10,763,200	\$ 16,506,400	\$ 5,743,200	53.4%
Transient Occupancy Tax	\$ 2,424,200	\$ 2,035,600	\$ (388,600)	-16.0%
Utility Users' Tax	\$ 6,600,800	\$ 6,638,100	\$ 37,300	0.6%
Motor Vehicle License Fees	\$ 7,773,400	\$ 7,967,800	\$ 194,400	2.5%

Property Tax: The City expects to continue to see growth in home valuation, a benefit that can be credited to the current low interest rate environment. Although home sales and housing activities have leveled off in comparison to recent years, home sales prices are forecast to reflect higher price points. Arcadia is expected to be at or above the historical valuation trends in Los Angeles County. A 2.5% growth projection is budgeted and could be considered ultra-conservative when Arcadia has grown at over 5% annually in the past decade. Due to uncertainties associated with COVID-19, a cautious projection is used to give some leeway to respond should the budget worsen during the year. The City expects see a continued growth in property tax receipts in the range of 2.5%, or nearly \$413,800, for FY 2020-21.

Sales Tax: Sales tax revenue is expected to see a significant increase when comparing to the prior year's estimated ending figure. This is due to the passage of Measure A (0.75% Transaction Use Tax) as the revenue resulting from it has disguised an expected decline in sales taxes. FY 2020-21 is the first year in which a full year of Measure A revenue is to be received.

Looking at this differently to get a sense of how much our baseline sales tax is expected to decrease, the graph below shows a history of actual tax receipts going back to FY 2011-12 and comparing the historical receipts to the FY 2020-21 budgeted sales tax,

excluding the value of Measure A. This comparison is ONLY on the 1% Bradley Burns portion of sales tax receipts.



In the above graph, the blue line represents actual sales tax receipts of the 1% Bradley Burns tax the City has traditionally received. The red dotted line shows that the current forecast for FY 2020-21 is below the actual receipts of FY 2012-13, dropping to the sales tax receipt to the level it was eight years ago. From the peak in FY 2018-19, the Bradley Burns taxes in Arcadia are projected to be nearly 20% less.

Sales tax in total is projected to come in at \$16.5 million. Though it shows a growth by percentage and dollar when compared to the prior year data, without the pandemic, sales tax projection for FY 2020-21 would have reached \$20.5 million. From this perspective, the overall sales tax projection for FY 2020-21 has shrunk by 19.5%.

Transient Occupancy Tax ("TOT"): COVID-19 impacted the economy with sudden and shocking waves that led to closure of all types of business where gathering may take place. The travel and tourism industries were especially hard hit. Similar to the sales tax category, the hotel tax projection has been reduced by 41.3%, or \$1.5 million when compared to the FY 2019-20 Adopted Budget, or a reduction of 16% when compared to the FY 2019-20 Year End Estimate. This is especially telling in that the Year End Estimate already includes a projected reduction of occupancy of 84% for the months of March through June 2020.

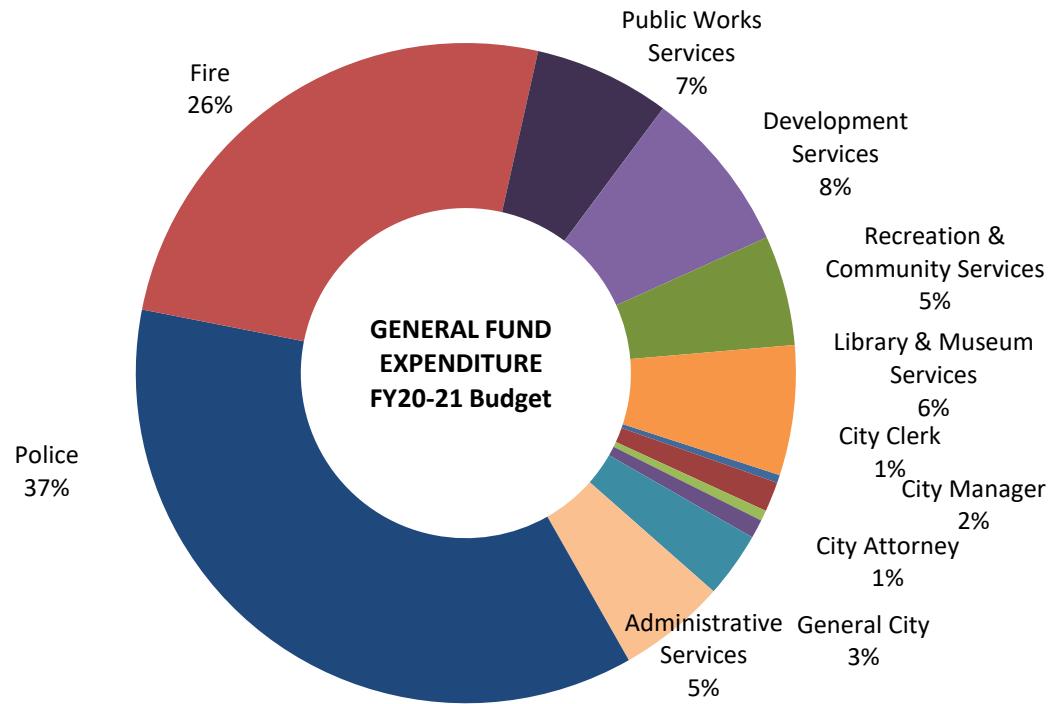
An estimate of \$2.0 million in TOT revenues has been used for FY 2020-21. This forecast figure includes a partial year opening of the Le Meridian hotel with an expected opening in February 2021. The revenues for this property specifically have been projected to be extremely low compared to previous estimates. Not only is occupancy expected to lag, but the average room rate for a luxury property will surely be decreased in a restricted travel environment, which is expected to continue until the pandemic is under control.

Utility Users' Tax: Utility Users' Tax ("UUT") is projected to have a slight increase of 0.6% when compared to the FY 2019-20 Year Ending Estimate. While water conservation is expected to continue, water rates will increase as a result of imported water costs rising and the need to add treatment and repairs to City wells. A continued reduction in the

telephone UUT is predicted as landline telephone use continues to drop and cellular companies provide lower cost options for consumers. Overall, the FY 2020-21 projected UUT is approximately \$6.6 million, 0.6% greater than FY 2019-20.

Motor Vehicle License Fees ("VLF"): This tax is projected to increase by 2.5%, to \$8.0 million. Revenues from this line item are largely tied to annual property assessed valuation. Because of this, the City has benefitted from many years of generous growth and will continue to do so in the next Fiscal Year.

FY 2020-21 Budgeted Expenses



Total operating expenditures for FY 2020-21 have been budgeted at \$63.9 million, a decrease of 2.2% versus FY 2019-20 Budget of \$65.4 million. However, when taking into consideration inflation, pension cost increases, and the continued rise of minimum wage, projected expenditures were expected to reach \$66.3 million prior to the pandemic. Through the budgeting process, departments identified reductions of \$2.4 million based on operating in a COVID-19 environment. Some of these savings will include all departments holding non-critical positions vacant for an extended period. Other areas of cuts include non-essential equipment and supplies that can be deferred without affecting services as well as all training expenses that otherwise would be in place if COVID-19 did not exist. As always, the staff has identified any savings possible from reducing waste and excessive contingency funds, while ensuring that service levels to the community remain high.

Outlook and Budget Challenges

At the forefront of many California government entities is the concern over escalating pension costs. Arcadia is no different. The growing liability over the past decade has

translated to higher employer contributions to pension plans, which created significant budget constraints. To alleviate this, the City Council proposed an initiative, known as Measure A, asking for the community approval of a 0.75% Transaction Use Tax. The community voted to approve Measure A with a 63.8% approval rating in June 2019. The promise to the voters was that Measure A would allow the City to address the pension problem, even in times of economic downturn, while still maintaining high levels of service to the community. The adopted Budget reflects this.

Steps Taken to Date

In June 2019, the City Council approved a contract with Urban Futures (“UFI”) to provide pension advisory services to assist the Citizen’s Financial Advisory Committee (“Committee”) with developing recommendations to address the City’s rising pension costs and its unfunded actuarial liabilities (UAL) with the California Public Employees’ Retirement System (“CalPERS”). A Comprehensive Management Plan was developed which provides a detailed pension funding strategy with six specific recommendations.

A number of those strategies have begun and their progress is as follows:

1. **General Fund Revenues and Reserves:** As part of the proposed strategies to consider, the Committee discussed use of Reserves or one-time monies to be used to pay down the UAL.

At the May 19, 2020, Budget Study Session, the City Council provided direction to appropriate \$2.9 million from reserve fund balances and make an Additional Discretionary Payment for the one-time prepayment to CalPERS. This would provide significant long-term savings as the payment would be used to pay down CalPERS’ longest and most costly liabilities amongst the City’s Public Safety and Miscellaneous Pension plans.

2. **Leveraged Refunding:** The Successor Agency of the City of Arcadia has two outstanding Taxable Allocation Bonds. The refunding could be structured to provide “up-front savings” in the first three years totaling \$4.2 million, or \$1.2 million on a net present value (NPV) basis. The City receives a 10.44% share of residual cash flows from the excess tax increment revenues, so the City’s share of these savings would be approximately \$428,000.

At the May 19, 2020, City Council meeting, the City Council as the Successor Agency to the Arcadia Redevelopment Agency authorized the issuance and sale of Tax Allocation Refunding Bonds. The procedure calls for the item to be approved by the Fifth District Consolidated Oversight Board, then the State Department of Finance for review. Anticipating that the bond refinancing will take place, the City would then take its share, an estimate of \$428,000, and make additional prepayment to CalPERS to further reduce the UAL balance.

In a recent development, the Successor Agency finalized the sale of its remaining property, the Bekins building located at 33 W. Huntington Drive. The City will

receive a share of the sales proceed, estimated to be \$291,000. This amount will also be used to make prepayment to CalPERS.

3. **Pension Obligation Bonds:** CalPERS members are required to make fixed UAL payments each year. Therefore, the UAL payments should be considered as, and managed like, any other debt or loan. The Discount Rate used by CalPERS to amortize each base—or loan—is equal to 7%. In California, Pension Obligation Bonds effectively “refinance” UAL payments with taxable bonds at a lower rate. At this time, the rate is expected to be less than 4%, leading to substantial long-term savings. The proceeds from the POBs would be used to make Additional Discretionary Payments to CalPERS, further reducing the unfunded liability.

On March 17, 2020, City Council authorized and gave direction to pursue this financing tool as a pension funding possibility. A judicial validation proceeding has been initiated; however, due to the COVID-19 pandemic, the courts have been closed until at least July 1, 2020. Once the judicial validation review process is approved, staff will proceed with the necessary steps to commence with the issuance of bonds. A key step to the process will be additional meetings with the Citizen Financial Advisory Committee to discuss and determine the appropriate issuance amount that would warrant the reasonableness of the debt. At the time of development for the Comprehensive Management Plan, a probable amount that has been discussed was a \$75 million bond issuance.

Solution / Funding Source	Payment Amount	Projected Savings
Discretionary Payment	\$ 2,900,000	4,230,000
City Share of Savings From Successor Agency Bond Refunding	428,000	1,010,000
Proceeds From Sale of Bekin Building	291,000	690,000
Pension Obligation Bonds	75,000,000	45,000,000
Total:	\$ 78,619,000	\$ 50,930,000

If the City were to issue Pension Obligation Bonds in the amount noted, adding all the other line items would provide a total funding source of \$78.6 million as payment towards the UAL balance. That the total payment would provide an estimated \$50.9 million in long-term cash flow savings to the City.

4. **Sale of Golf Course:** A recommendation of the Citizens Financial Advisory Committee was to explore the possibility of selling the 3-Par Golf Course near Live Oak Ave. and use the proceeds as a large discretionary payment to CalPERS. Staff has been in the process of doing background work to better understand the history of the site and preparing a request for proposals from an appraiser, so that

a fair sales price can be understood. In advance of that, the City recently received an unsolicited letter from a developer offering \$23 million for the site, with some significant contingencies. At that price, using the same general savings factor above, the City would see approximately \$44.2 million in pension savings over time.

Capital Improvement and Equipment Replacement Funds

Over the past several years, the City to has been able to transfer a significant amount of funds into the Capital Improvement and Equipment Replacement Funds through disciplined savings as well as transferring any excess funds at the end of each year. It is still important for the City to continue a steady deposit into these funds, which were not replenished for many years during the last economic downturn and began to be at dangerously low levels. The FY 2020-21 Budget proposes a transfer of \$1.6 million from the General Fund to each of these accounts. While this is a bit smaller than the goal amounts established for these funds to make them sustaining, the amounts to be transferred this year will surpass the budgeted spending in FY 2020-21. During a significant financial crisis, being able to transfer even these amounts is a luxury few cities can afford and a testament to the restraint the organization has shown as a whole to keep costs low relative to service levels.

The FY 2020-21 Capital Improvement Plan proposes 28 projects totaling \$10.4 million in expenditures, of which \$940,500 would be paid from the Capital Improvement Fund. The Capital Improvement Fund provides the majority of funding for such essential maintenance as pavement rehabilitation, building repairs, and parks maintenance. Due to COVID-19's effect on the budget, \$1.2 million in capital improvement projects is recommended until further clarity is known. While these deferred projects are needed eventually, delaying them for a short period will not be critical and will provide some flexibility to the organization during the economic downturn. Listed are the various Capital Improvement Fund deferred projects that were initially slated for the Fiscal Year:

- Pavement Rehabilitation - \$500,000
- Various City Facility Improvements - \$380,000
- Fire Station Kitchen Remodel - \$85,000
- Replacement of HVAC Units - \$60,000
- Peacock Fountain Pump Replacement - \$60,000
- Library Landscaping Improvements - \$25,000
- Longden Baseball Field Electric Panel - \$25,000

Note that the majority of pavement rehabilitation projects are funded via grants and other special funds. The amount deferred above is only a small percentage of the total. The remaining \$9.4 million of capital improvement projects come from grants, state subventions, and local special funds such as the Prop C Transportation Fund. The table below summarizes some of the major budgeted projects.

FISCAL YEAR 2020-21 MAJOR CAPITAL IMPROVEMENT PROJECTS

Project Description	Project Budget	Funding Source
Annual Slurry Seal Program	\$600,000	Capital Improvement
Annual Meter Replacement Program	\$250,000	Water Fund
Main Basin New Well - Construction	\$1,800,000	Water Fund Road Maintenance & Rehabilitation Program (SB1)
Pavement Rehabilitation Program	\$1,100,000	
Sewer Main Replacement Program	\$900,000	Sewer Fund
Water Main Replacement Program	\$800,000	Water Fund
Chapman Well Blend Plan & Well Rehab	\$1,410,000	Water Fund
Traffic Signal Fiber Optics Network Extensions	\$400,000	Transportation Impact Fund
Arterial Rehabilitation Program – Baldwin Ave from Camino Real Ave to Las Tunas Dr.	\$1,000,000	Proposition C Fund
Santa Anita Ave Corridor Traffic Signal Improvements	\$800,000	Transportation Impact Fund

The Equipment Fund is estimated to require an annual transfer of \$1.8 million on average from the General Fund. The General Fund has been budgeted to transfer \$1.6 million to replenish the fund in FY 2020-21. The Equipment Replacement Fund provides funding for essential equipment such as computers, vehicles, and major office equipment. Similar to the Capital Improvement Fund, roughly \$1.5 million in costs have been deferred to future years. The most significant of these deferrals includes the purchase of a fire engine; the remainder includes things such as front line police vehicles.

The Equipment Plan proposes 22 different equipment purchases totaling \$789,200 in expenditures, of which \$661,700 would be paid for from the Equipment Replacement Fund. The table below summarizes some of the major budgeted equipment purchases.

FISCAL YEAR 2020-21 MAJOR EQUIPMENT REPLACEMENT PURCHASES

Equipment Replacement Description	Replacement Budget	Funding Source
Police Dept. Radio Equipment Replacement	\$117,000	Equipment Replacement

FISCAL YEAR 2020-21 MAJOR EQUIPMENT REPLACEMENT PURCHASES

Equipment Replacement Description	Replacement Budget	Funding Source
Public Works Tools & Equipment Replacement	\$47,500	Equipment Replacement/ Water Funds
Police Records Mgmt & Crimemapping System Upgrades for NIBRS Compliance	\$76,200	Equipment Replacement
Automatic License Plate Reader Replacement & Upgrades	\$82,000	Equipment Replacement
Fire Communication & Technology Equipment Replacement Program	\$80,000	Equipment Replacement

It is imperative that the City find a means for depositing funds into these highly essential accounts at or above the minimum required contributions in the coming years to help them approach sustainable levels. Otherwise, the City's infrastructure will quickly fall into disrepair and the staff will not have the tools and equipment necessary to do their essential duties. The reduction in total transfers for this Fiscal Year is possible due to having achieved strong balances in the Capital and Equipment Replacement Funds. The combination of deferred expenditures and reduced transfers into these Funds will allow some flexibility during the response to the pandemic without crippling the long-term outlook for the organization.

CONCLUSION

The FY 2020-21 General Fund Operating Budget, as adopted, is balanced with a projected surplus of \$251,750. This is based on Total Operating Revenues of \$68.3 million, Operating Expenses of \$63.4 million, and transfers of \$4.1 million. Revenue projections have been reduced significantly and expenditures have been reduced to respond to the ongoing fiscal impacts of COVID-19.

The impact of COVID-19 has placed added budgetary pressure for the coming year and possibly longer. Making it more difficult is not having a point reference for finding solutions to deal with the current situation. COVID-19 is different than a normal economic downturn or emergency event in that it is open-ended and may have long-term impacts to the way society works, plays, and interacts. As we move forward, FY 2020-21 will focus on reacting to surprises that are surely in store for the community. Should the economic picture worsen throughout the year, staff will propose adjustments for the City Council to

consider. Paramount will be retaining essential services and creating a safe workplace as we transition toward re-opening City facilities and programs.

By implementing this Budget, the recommendation goes further to include post budget adoption activities, wherein staff will, on at least a quarterly basis, provide financial and budgetary updates to the City Council in the event that further actions are necessary to maintain a balanced budget. Though there will be many uncertainties that will be presented over the next Fiscal Year, by implementing this Budget, the City's staff will maintain its commitment to providing the Arcadia community with unsurpassed service in a fiscally responsible manner.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Dominic Lazzaretto".

Dominic Lazzaretto
City Manager

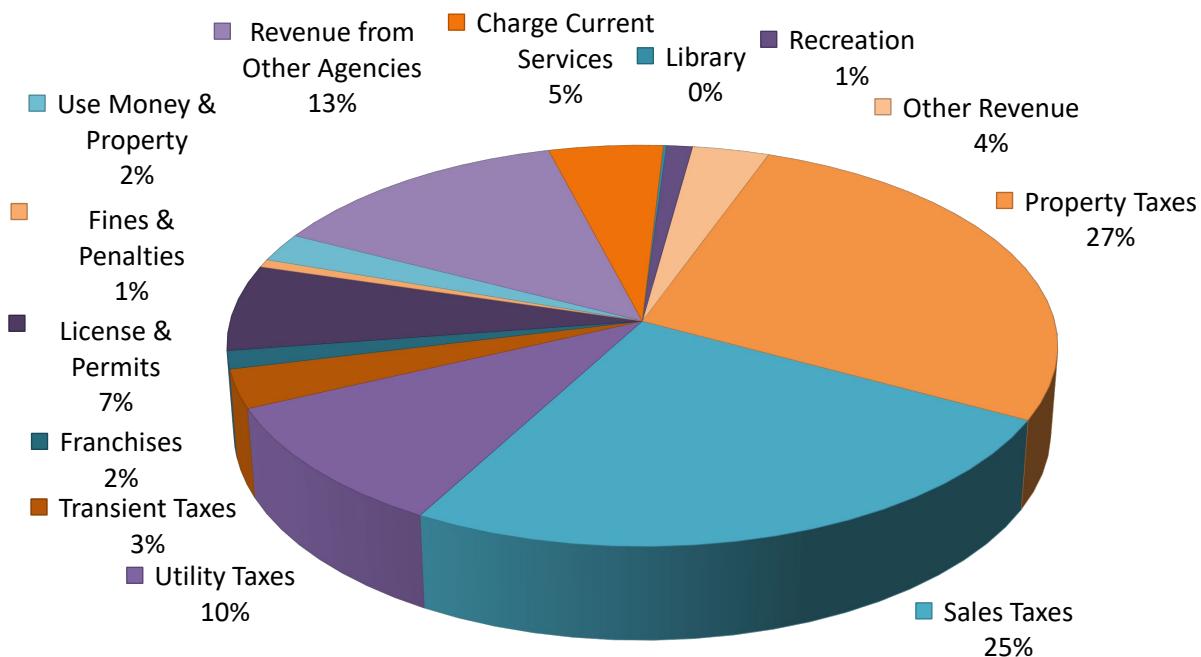
GENERAL FUND

	FY19-20 Estimates	FY20-21 Budget	FY21-22 Budget
Beginning Fund Balance	6,192,500	2,965,200	3,216,900
Estimated Revenue	59,004,400	65,627,600	70,694,500
Proposed Expenditures	64,622,800	63,881,700	69,102,700
Revenue over Expenditure	(5,618,400)	1,745,900	1,591,800
Fund Transfers			
Transfers-In from other funds	4,698,000	2,616,900	5,132,500
Transfers-Out to other funds	(2,306,900)	(4,111,100)	(5,127,200)
Net Transfers	2,391,100	(1,494,200)	5,300
New Programs			
Subtotal Operating Balance	(3,227,300)	251,700	1,597,100
Ending Fund Balance	<u>2,965,200</u>	<u>3,216,900</u>	<u>4,814,000</u>

**GENERAL FUND
ESTIMATED REVENUES BY SOURCE**

Revenue Source	FY 18-19 Actual	FY 19-20 Budget	FY 19-20 Estimated	FY 20-21 Budget	FY 21-22 Budget
Taxes	39,577,766	41,868,400	38,332,500	44,034,500	48,810,400
License & Permits	4,714,658	4,590,700	4,314,500	4,556,200	4,626,200
Fines & Penalties	442,859	527,500	421,900	416,500	506,500
Use Money & Property	1,796,158	1,562,000	1,784,000	1,517,800	1,560,900
Revenue from Other Agencies	7,425,205	7,573,300	7,841,800	8,771,800	8,226,000
Charge Current Services	3,335,729	3,647,600	3,068,800	3,284,200	3,239,900
Library	186,830	122,400	97,900	89,400	89,400
Recreation	1,232,246	1,261,900	916,500	747,700	1,357,000
Other Revenue	2,238,854	2,296,800	2,226,500	2,209,500	2,278,200
Total Revenues Subtotal	60,950,305	63,450,600	59,004,400	65,627,600	70,694,500
Transfer-In	3,818,032	4,126,400	4,698,000	2,616,900	5,132,500
Transfer-Out	(4,993,765)	(2,406,400)	(2,306,900)	(4,111,100)	(5,127,200)
	(1,175,733)	1,720,000	2,391,100	(1,494,200)	5,300
Total Revenues	59,774,572	65,170,600	61,395,500	64,133,400	70,699,800

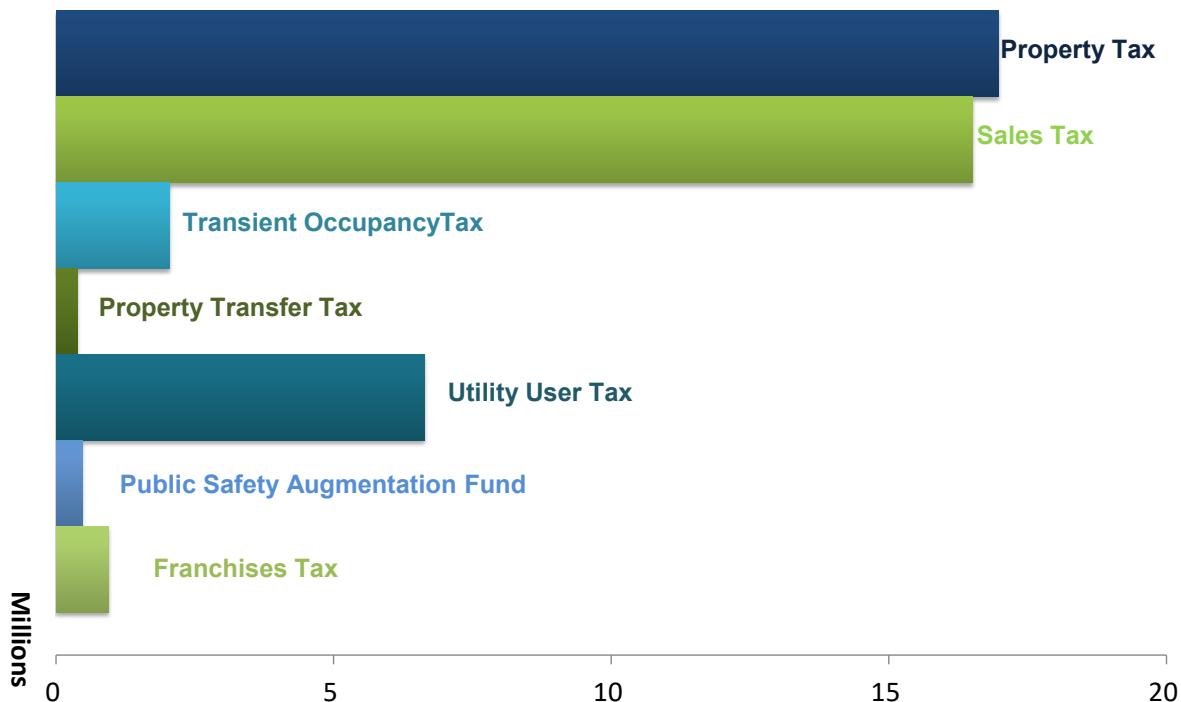
**GENERAL FUND REVENUE SOURCE BY CATEGORY
FY20-21 BUDGET**



GENERAL FUND
ESTIMATED REVENUES BY OBJECT

Revenue Source	FY 18-19 Actual	FY 19-20 Budget	FY 19-20 Estimated	FY 20-21 Budget	FY 21-22 Budget
Taxes					
Property Taxes	15,655,530	15,862,000	16,554,200	16,968,000	17,392,100
Sales Taxes	11,641,002	13,626,500	10,763,200	16,506,400	20,050,400
Franchises	931,750	965,000	992,700	953,000	981,600
Transient Taxes	3,447,186	3,466,000	2,424,200	2,035,600	2,636,000
Property Transfer	546,128	530,400	452,400	384,600	442,300
Utility Taxes	6,733,078	6,783,000	6,600,800	6,638,100	6,754,300
Public Safety Augmentation Fund	541,906	553,500	465,300	470,100	474,600
Homeowner Exemption	81,187	82,000	79,700	78,700	79,100
Total	39,577,766	41,868,400	38,332,500	44,034,500	48,810,400

GENERAL FUND TAX REVENUES
FY 20-21 BUDGET



GENERAL FUND
ESTIMATED REVENUES BY OBJECT

Revenue Source	FY 18-19	FY 19-20	FY 19-20	FY 20-21	FY 21-22
	Actual	Budget	Estimated	Budget	Budget
License & Permits					
Business License	1,227,480	1,250,000	1,093,000	1,100,000	1,250,000
Parking Permit	428,408	598,400	598,400	598,400	598,400
Plan Check Fees	864,114	750,000	712,500	750,000	700,000
Building Permit Fee	899,945	700,000	760,000	800,000	800,000
Mech. Elect, Permit	329,550	300,000	308,800	350,000	325,000
Home Occupation Permit	8,532	10,000	8,000	9,500	9,500
Demolition Permit Fee	12,992	10,000	9,500	10,000	10,000
Planning Application	225,140	250,000	197,000	250,000	250,000
Fire Plan Check	194,339	250,000	170,000	200,000	200,000
Fire Permit Fees	141,744	140,000	150,000	140,000	140,000
Engineer Permit Fee	130,963	122,000	115,900	130,000	130,000
Fire Code Special Inspections	87,067	80,000	60,000	70,000	70,000
Storm Water Plan Check Fees	12,197	10,000	15,200	18,000	18,000
SB1473 Building Permit	386	300	300	300	300
Off-Site Improvement Plan Check	14,920	10,000	11,400	15,000	15,000
Water Efficient Landscape	136,881	110,000	104,500	115,000	110,000
Total	4,714,658	4,590,700	4,314,500	4,556,200	4,626,200
Fines & Penalties					
Miscellaneous Fines	36,322	50,000	20,000	26,000	26,000
Parking Citations	366,324	450,000	360,000	360,000	450,000
Code Enforcement	31,213	25,000	40,000	28,000	28,000
Fire Citations	0	500	0	500	500
Planning Fines	9,000	2,000	1,900	2,000	2,000
Total	442,859	527,500	421,900	416,500	506,500
Use of Money & Property					
Investment Earnings	243,809	232,000	230,000	116,000	132,000
Prem/Disc Investments	(28,770)	0	130,000	0	0
Unrealized Gain/Loss	363,817	0	0	0	0
Rents & Royalties	1,178,390	1,330,000	1,330,000	1,356,600	1,383,700
Right of Way Facility Use	38,912	0	94,000	45,200	45,200
Total	1,796,158	1,562,000	1,784,000	1,517,800	1,560,900
Revenue from Other Agencies					
Motor Vehicle License	7,309,525	7,492,800	7,773,400	7,967,800	8,167,000
State Post	1,603	15,000	13,900	15,000	15,000
Federal Funds	24,409	0	0	0	0
SB 90 Reimbursements	44,235	20,000	9,000	9,000	9,000
Prop A Maint & Service	45,433	45,500	45,500	780,000	35,000
Total	7,425,205	7,573,300	7,841,800	8,771,800	8,226,000

GENERAL FUND
ESTIMATED REVENUES BY OBJECT

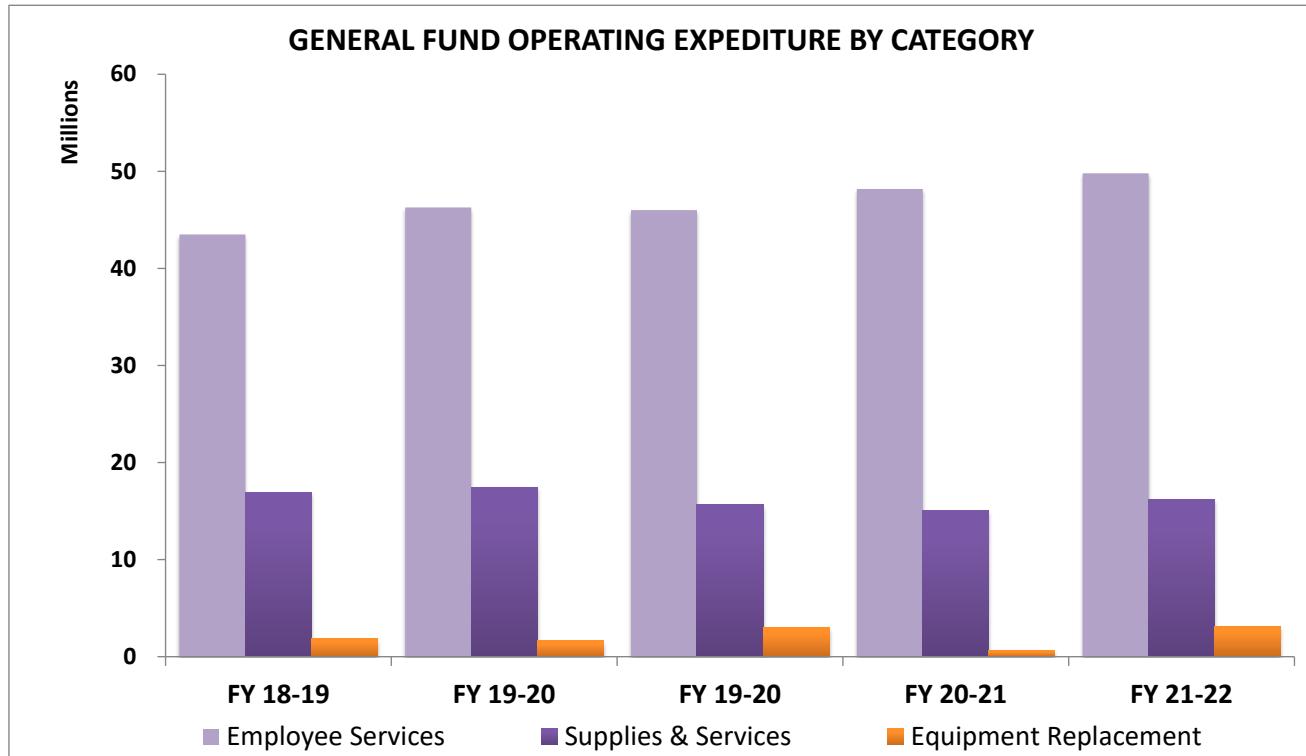
Revenue Source	FY 18-19	FY 19-20	FY 19-20	FY 20-21	FY 21-22
	Actual	Budget	Estimated	Budget	Budget
Charges for Current Services					
Maps & Publications	1,184	2,000	2,000	2,000	2,000
Strike Team Reimbursement	380,261	630,500	194,000	195,000	200,000
Police Services	199,922	220,000	285,000	200,000	220,000
GEMT Ambulance	167,727	125,000	23,000	225,000	125,000
Engr Charges / Encroachment Permit	96,152	100,000	95,000	100,000	100,000
Street sidewalk Curb	2,580	2,600	2,600	2,600	2,600
Ambulance Charges	1,455,681	1,470,000	1,470,000	1,500,000	1,500,000
Subdivision Fees	1,550	1,000	500	600	600
Police Service DUI	(10,743)	30,000	26,000	30,000	30,000
Police Service Inmate	0	0	0	0	0
Fire Emergency Service	750	0	1,000	1,000	1,000
Security Alarm/Annual Permits	147,365	145,000	135,000	145,000	145,000
Police Svs/False Alarms	74,065	70,000	35,000	35,000	35,000
Fire False Alarm	39,085	30,000	16,000	20,000	20,000
Public Works Service	2,560	3,000	2,500	2,500	2,500
Address Change Fee	11,300	3,500	9,300	20,500	11,200
Vehicle Impounds	84,005	120,000	75,600	90,000	90,000
Fire Services Filming	64,902	70,000	50,000	50,000	70,000
Police Services Filming	53,178	80,000	80,000	80,000	80,000
Public Works Inspections	8,864	15,000	15,000	15,000	15,000
Fire Inspection Fees	257,902	240,000	230,000	240,000	240,000
Attorney Fees	15,715	5,000	8,000	8,000	8,000
Paramedic Subscription	130,958	138,000	133,000	138,000	138,000
Police Evidence Auction	0	0	9,900	0	0
EV Connect Fees	111	0	700	0	0
Fire Donation/Reimbursement	1,955	3,000	7,000	5,000	5,000
Police Donation/Reimbursement	16,000	24,000	33,000	24,000	24,000
Fire Special Services	0	0	49,700	55,000	55,000
Engr Charges / Captl Imprvmt Prjct	132,700	120,000	80,000	100,000	120,000
Total	3,335,729	3,647,600	3,068,800	3,284,200	3,239,900
Library					
Art & Lecture Room	7,086	4,400	5,900	5,000	5,000
Lost Books	8,320	5,000	4,400	4,400	4,400
Fines	52,240	50,000	27,700	27,000	27,000
Passport Processing	94,775	50,000	46,000	40,000	40,000
Federal Grant	24,409	13,000	13,900	13,000	13,000
Total	186,830	122,400	97,900	89,400	89,400

GENERAL FUND
ESTIMATED REVENUES BY OBJECT

Revenue Source	FY 18-19	FY 19-20	FY 19-20	FY 20-21	FY 21-22
	Actual	Budget	Estimated	Budget	Budget
Recreation					
Community Center	26,610	32,600	19,700	13,500	30,100
Special Event Cleaning	5,400	6,500	4,000	2,700	6,000
Dana Gymnasium	196,158	195,800	154,300	152,600	227,000
Fees & Charges	432,506	453,700	330,200	306,800	523,600
Nature	26,538	28,400	23,500	18,700	26,400
Playgrounds	45,014	50,000	33,200	26,000	50,000
Sr. Citizen	170,767	168,400	116,000	72,000	172,900
Senior Meal Income	15,360	16,400	11,300	9,000	9,000
Camping	212,536	199,400	155,800	101,500	214,100
Youth Master	71,107	65,000	42,700	32,900	70,500
Museum Education Center	30,250	45,700	25,800	12,000	27,400
Total	1,232,246	1,261,900	916,500	747,700	1,357,000
Other Revenues					
Miscellaneous Revenue	27,735	50,000	103,000	50,000	50,000
Court Appearance	8,061	5,000	5,000	5,000	5,000
Cost Allocation	1,991,600	2,031,200	2,031,200	2,071,800	2,113,200
Capital Fund reimbursement - Race Track	211,458	210,600	86,500	82,700	110,000
Sale of Property	0	0	800	0	0
Total	2,238,854	2,296,800	2,226,500	2,209,500	2,278,200
Total Revenue	60,950,305	63,450,600	59,004,400	65,627,600	70,694,500
Transfers from Other Funds					
Narcotics Seizure	0	0	0	0	0
Traffic Safety	201,000	220,000	170,000	220,000	220,000
Gas Tax	1,238,640	1,363,600	1,363,400	1,435,200	1,468,600
Solid Waste	114,766	200,000	200,000	300,000	300,000
Equipment Replacement	2,263,625	2,342,800	2,964,600	661,700	3,143,900
Total Transfers-In	3,818,032	4,126,400	4,698,000	2,616,900	5,132,500
Transfers to Other Funds					
Local Law Enforcement	(116,561)	(152,300)	(104,400)	(124,800)	(124,800)
Lighting Districts	(677,204)	(754,100)	(702,500)	(786,300)	(802,400)
Equipment Replacement Fund	(1,800,000)	(750,000)	(750,000)	(1,600,000)	(1,800,000)
Capital Improvement Fund	(2,400,000)	(750,000)	(750,000)	(1,600,000)	(2,400,000)
Set aside Reserve for the New City Hall	0	0	0	0	0
Total Transfers-Out	(4,993,765)	(2,406,400)	(2,306,900)	(4,111,100)	(5,127,200)
Total Revenues and Transfers	59,774,572	65,170,600	61,395,500	64,133,400	70,699,800

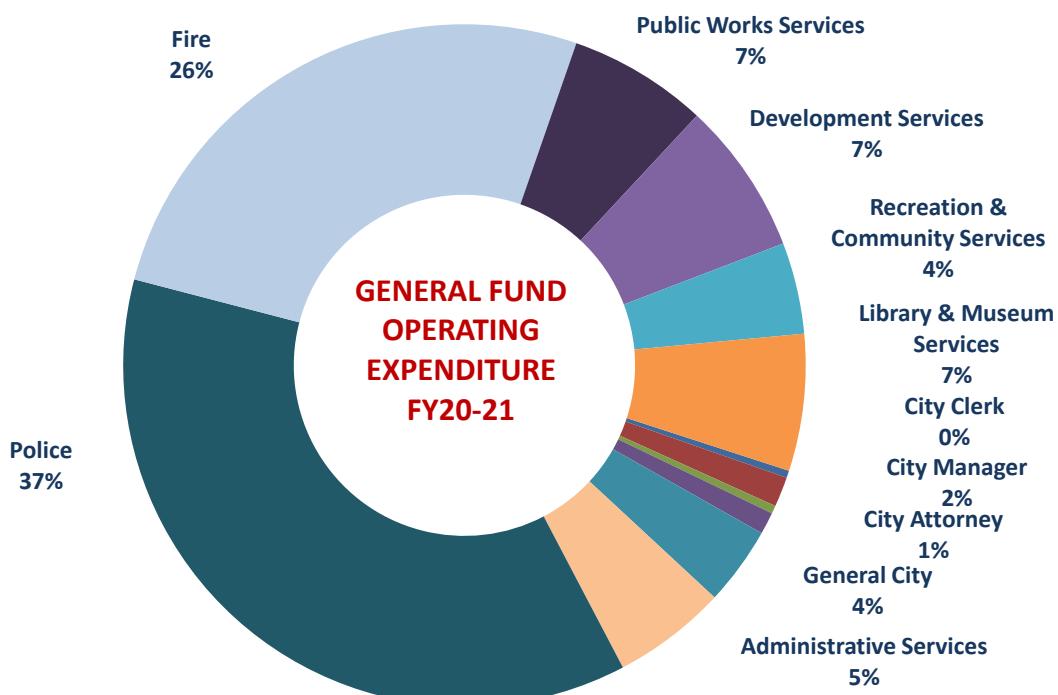
**GENERAL FUND
EXPENDITURE SUMMARY**

Expenditure	Adjusted				
	FY 18-19 Actual	FY 19-20 Budget	FY 19-20 Estimated	FY 20-21 Budget	FY 21-22 Budget
Employee Services	43,490,310	46,280,200	46,013,447	48,179,510	49,786,460
Supplies & Services	16,956,056	17,464,615	15,644,753	15,040,490	16,172,340
Equipment Replacement	1,896,563	1,619,700	2,964,600	661,700	3,143,900
Total Appropriation	62,342,929	65,364,515	64,622,800	63,881,700	69,102,700



**GENERAL FUND
DEPARTMENT SUMMARY**

Expenditure	FY 18-19 Actual	FY 19-20 Budget	FY 19-20 Estimated	FY 20-21 Budget	FY 21-22 Budget
City Council	230,567	245,900	234,000	218,700	219,800
City Manager	1,019,954	936,400	975,300	907,300	942,100
City Clerk	396,084	604,100	562,600	242,500	250,200
City Attorney	516,710	594,800	555,200	663,700	660,400
General City	1,979,504	2,099,200	2,328,300	2,381,700	2,508,400
Administrative Services	3,243,613	3,385,200	3,663,100	3,452,800	3,640,300
Police	22,606,703	23,247,600	22,573,500	23,473,400	24,574,800
Fire	16,470,255	17,700,400	17,684,300	16,775,300	18,557,500
Public Works Services	4,403,894	4,324,200	4,495,900	4,219,900	4,790,900
Development Services	4,378,483	4,751,915	4,300,700	4,637,200	4,880,600
Recreation & Community Services	3,253,993	3,303,700	3,064,100	2,767,700	3,393,200
Library & Museum Services	3,843,169	4,171,100	4,185,800	4,141,500	4,684,500
Total	62,342,929	65,364,515	64,622,800	63,881,700	69,102,700



**SUMMARY BY FUND
SOURCES OF FUNDS**

Fund	Beginning Fund Balance FY20-21	Outside Sources	Transfer In	Total
General Fund	2,965,200	65,627,600	2,616,900	71,209,700
Narcotic Seizure Federal	102,200	94,900	0	197,100
COPS	263,100	168,600	0	431,700
Local Law Enforcement	0	100,000	124,600	224,600
Medical/Dental	364,400	0	4,704,700	5,069,100
IRS Task Force	460,500	3,500	0	464,000
Worker Compensation/Liability	3,921,300	29,400	2,511,400	6,462,100
Homeland Security	0	13,000	0	13,000
Homeless Plan	0	38,000	0	38,000
Office of Traffic Safety Grant	0	73,800	0	73,800
California OES HSGP	0	120,000	0	120,000
Misc. P.E.R.S. Employee Retirement Fund	1,351,600	1,499,900	0	2,851,500
Emergency Reserve	10,097,000	0	0	10,097,000
Emergency Response	0	0	50,000	50,000
Parks & Recreation	6,304,100	797,300	0	7,101,400
Traffic Safety	0	220,000	0	220,000
Public, Educational/Governmental Access	854,600	91,400	0	946,000
Used Oil Grant	10,800	15,600	0	26,400
DOC Beverage Grant	36,300	14,800	0	51,100
Solid Waste	1,803,100	682,500	0	2,485,600
Measure W - Safe Clean Water Program	420,000	1,023,200	0	1,443,200
State Gas Tax	(180,900)	1,383,000	0	1,202,100
Road Maintenance/Rehabilitation Act	69,800	1,014,100	0	1,083,900
Air Quality Management District	18,600	74,400	0	93,000
Community Development Block Grant	0	326,100	0	326,100
Santa Anita Grade Separation	1,629,700	12,200	0	1,641,900
Transit	0	1,146,000	1,448,000	2,594,000
Proposition A	1,169,300	1,256,800	0	2,426,100
Transportation Impact Fund	358,800	862,700	0	1,221,500
Proposition C	617,200	1,033,600	0	1,650,800
TDA Article 3 Bikeway	54,100	104,100	0	158,200
Measure R	470,200	775,500	0	1,245,700
Measure M	428,800	1,029,900	0	1,458,700
Capital Improvement	5,710,300	267,800	1,600,000	7,578,100
City Hall Reserve	1,500,000	0	0	1,500,000
Lighting Maintenance	268,500	491,900	786,300	1,546,700
Water Fund	12,680,400	14,816,200	0	27,496,600
Sewer Fund	1,940,800	2,455,100	0	4,395,900
Equipment Replacement	5,474,300	51,100	1,600,000	7,125,400
Redevelopment Successor Agency	0	2,703,700	0	2,703,700
General Obligation Bond 2012	363,500	420,100	0	783,600
General Obligation Bond 2011	486,350	596,600	0	1,082,950
Total	62,013,950	101,434,400	15,441,900	178,890,250

**SUMMARY BY FUND
USES OF FUNDS**

Fund	Appropriation	Transfer Out	Total	Ending Fund Balance FY20-21
General Fund	63,881,700	4,111,100	67,992,800	3,216,900
Narcotic Seizure	0	0	0	197,100
COPS	167,700	0	167,700	264,000
Local Law Enforcement	224,600	0	224,600	0
Medical/Dental	4,703,200	1,500	4,704,700	364,400
IRS Task Force	0	0	0	464,000
Worker Compensation/Liability	2,548,600	0	2,548,600	3,913,500
Homeland Security	10,000	0	10,000	3,000
Homeless Plan	38,000	0	38,000	0
Office of Traffic Safety Grant	73,800	0	73,800	0
California OES HSGP	120,000	0	120,000	0
Misc. P.E.R.S. Employee Retirement Fund	2,851,500	0	2,851,500	0
Emergency Reserve	0	50,000	50,000	10,047,000
Emergency Response	50,000	0	50,000	0
Parks & Recreation	100,000	31,300	131,300	6,970,100
Traffic Safety	0	220,000	220,000	0
Public, Educational/Governmental Access	25,000	0	25,000	921,000
Used Oil Grant	15,500	0	15,500	10,900
DOC Beverage Grant	14,500	0	14,500	36,600
Solid Waste	442,000	300,000	742,000	1,743,600
Measure W - Safe Clean Water Program	300,000	0	300,000	1,143,200
State Gas Tax	0	1,435,200	1,435,200	(233,100)
Road Maintenance/Rehabilitation Act	1,100,000	0	1,100,000	(16,100)
Air Quality Management District	22,300	0	22,300	70,700
Community Development Block Grant	326,100	0	326,100	0
Santa Anita Grade Separation	0	0	0	1,641,900
Transit	2,594,000	0	2,594,000	0
Proposition A	120,700	868,800	989,500	1,436,600
Transportation Impact Fund	1,300,000	0	1,300,000	(78,500)
Proposition C	1,103,700	0	1,103,700	547,100
TDA Article 3 Bikeway	50,000	0	50,000	108,200
Measure R	69,400	579,200	648,600	597,100
Measure M	255,000	0	255,000	1,203,700
Capital Improvement	1,053,800	0	1,053,800	6,524,300
City Hall Reserve	1,499,900	0	1,499,900	100
Lighting Maintenance	1,278,200	0	1,278,200	268,500
Water Fund	19,592,100	0	19,592,100	7,904,500
Sewer Fund	2,522,900	0	2,522,900	1,873,000
Equipment Replacement	661,700	31,600	693,300	6,432,100
Redevelopment Successor Agency	2,703,700	0	2,703,700	0
General Obligation Bond 2012	420,100	0	420,100	363,500
General Obligation Bond 2011	596,600	0	596,600	486,350
Total	112,836,300	7,628,700	120,465,000	58,425,250

**SUMMARY BY FUND
SOURCES OF FUNDS**

Fund	Beginning Fund Balance 21-22	Outside Sources	Transfer In	Total
General Fund	3,216,900	70,694,500	5,132,500	79,043,900
Narcotic Seizure Federal	197,100	172,900	0	370,000
COPS	264,000	173,300	2,000	439,300
Local Law Enforcement	0	100,200	124,600	224,800
Medical/Dental	364,400	4,704,700	0	5,069,100
IRS Task Force	464,000	3,500	0	467,500
Worker Compensation/Liability	3,913,500	29,400	2,511,400	6,454,300
Homeland Security	3,000	50,000	0	53,000
Homeless Plan	0	38,500	0	38,500
Office of Traffic Safety Grant	0	70,000	0	70,000
Misc. P.E.R.S. Employee Retirement Fund	0	0	0	0
Emergency Reserve	10,047,000	0	0	10,047,000
Emergency Response	0	0	0	0
Parks & Recreation	6,970,100	652,300	0	7,622,400
Traffic Safety	0	220,000	0	220,000
Public, Educational/Governmental Access	921,000	91,900	0	1,012,900
Used Oil Grant	10,900	15,600	0	26,500
DOC Beverage Grant	36,600	14,800	0	51,400
Solid Waste	1,743,600	684,100	0	2,427,700
Measure W - Safe Clean Water Program	1,143,200	1,028,600	0	2,171,800
State Gas Tax	(233,100)	1,468,500	0	1,235,400
Road Maintenance/Rehabilitation Act	(16,100)	1,086,000	0	1,069,900
Air Quality Management District	70,700	74,800	0	145,500
Community Development Block Grant	0	326,300	0	326,300
Santa Anita Grade Separation	1,641,900	12,300	0	1,654,200
Transit	0	1,146,000	1,567,800	2,713,800
Proposition A	1,436,600	1,258,800	0	2,695,400
Transportation Impact Fund	(78,500)	300,000	0	221,500
Proposition C	547,100	1,033,100	0	1,580,200
TDA Article 3 Bikeway	108,200	104,100	0	212,300
Measure R	597,100	776,600	0	1,373,700
Measure M	1,203,700	2,484,000	0	3,687,700
Capital Improvement	6,524,300	348,900	2,400,000	9,273,200
City Hall Reserve	100	0	0	100
Lighting Maintenance	268,500	502,800	802,400	1,573,700
Water Fund	7,904,500	14,761,300	0	22,665,800
Sewer Fund	1,873,000	2,554,500	0	4,427,500
Equipment Replacement	6,432,100	58,200	1,800,000	8,290,300
Redevelopment Successor Agency	0	2,707,300	0	2,707,300
General Obligation Bond 2012	363,500	422,500	0	786,000
General Obligation Bond 2011	486,350	592,600	0	1,078,950
Total	58,425,250	110,762,900	14,340,700	183,528,850

**SUMMARY BY FUND
USES OF FUNDS**

Fund	Appropriations	Transfer Out	Total	Ending Fund Balance FY21-22
General Fund	69,102,700	5,127,200	74,229,900	4,814,000
Narcotic Seizure Federal	0	0	0	370,000
COPS	169,600	0	169,600	269,700
Local Law Enforcement	224,800	0	224,800	0
Medical/Dental	4,704,700	0	4,704,700	364,400
IRS Task Force	0	0	0	467,500
Worker Compensation/Liability	2,564,000	0	2,564,000	3,890,300
Homeland Security	50,000	0	50,000	3,000
Homeless Plan	38,500	0	38,500	0
Office of Traffic Safety Grant	70,000	0	70,000	0
Misc. P.E.R.S. Employee Retirement	0	0	0	0
Emergency Reserve	0	0	0	10,047,000
Emergency Response	0	0	0	0
Parks & Recreation	4,056,900	0	4,056,900	3,565,500
Traffic Safety	0	220,000	220,000	0
Public, Educational/Governmental Access	25,000	0	25,000	987,900
Used Oil Grant	15,500	0	15,500	11,000
DOC Beverage Grant	14,500	0	14,500	36,900
Solid Waste	447,400	300,000	747,400	1,680,300
Measure W - Safe Clean Water Program	1,650,000	0	1,650,000	521,800
State Gas Tax	1,468,600	0	1,468,600	(233,200)
Road Maintenance/Rehabilitation Act	1,100,000	0	1,100,000	(30,100)
Air Quality Management	22,300	0	22,300	123,200
Community Development Block Grant	326,300	0	326,300	0
Santa Anita Grade Separation	0	0	0	1,654,200
Transit	2,713,800	0	2,713,800	0
Proposition A	1,062,680	0	1,062,680	1,632,720
Transportation Impact	100,000	0	100,000	121,500
Proposition C	905,100	0	905,100	675,100
TDA Article 3 Bikeway	50,000	0	50,000	162,300
Measure R	697,520	0	697,520	676,180
Measure M	2,105,000	0	2,105,000	1,582,700
Capital Improvement	3,737,200	0	3,737,200	5,536,000
City Hall Reserve	0	0	0	100
Lighting Maintenance	1,305,200	0	1,305,200	268,500
Water Fund	17,648,100	0	17,648,100	5,017,700
Sewer Fund	2,339,800	0	2,339,800	2,087,700
Equipment Replacement	3,176,100	0	3,176,100	5,114,200
Redevelopment Successor Agency	2,707,300	0	2,707,300	0
General Obligation Bond 2012	422,500	0	422,500	363,500
General Obligation Bond 2011	592,600	0	592,600	486,350
Total	125,613,700	5,647,200	131,260,900	52,267,950

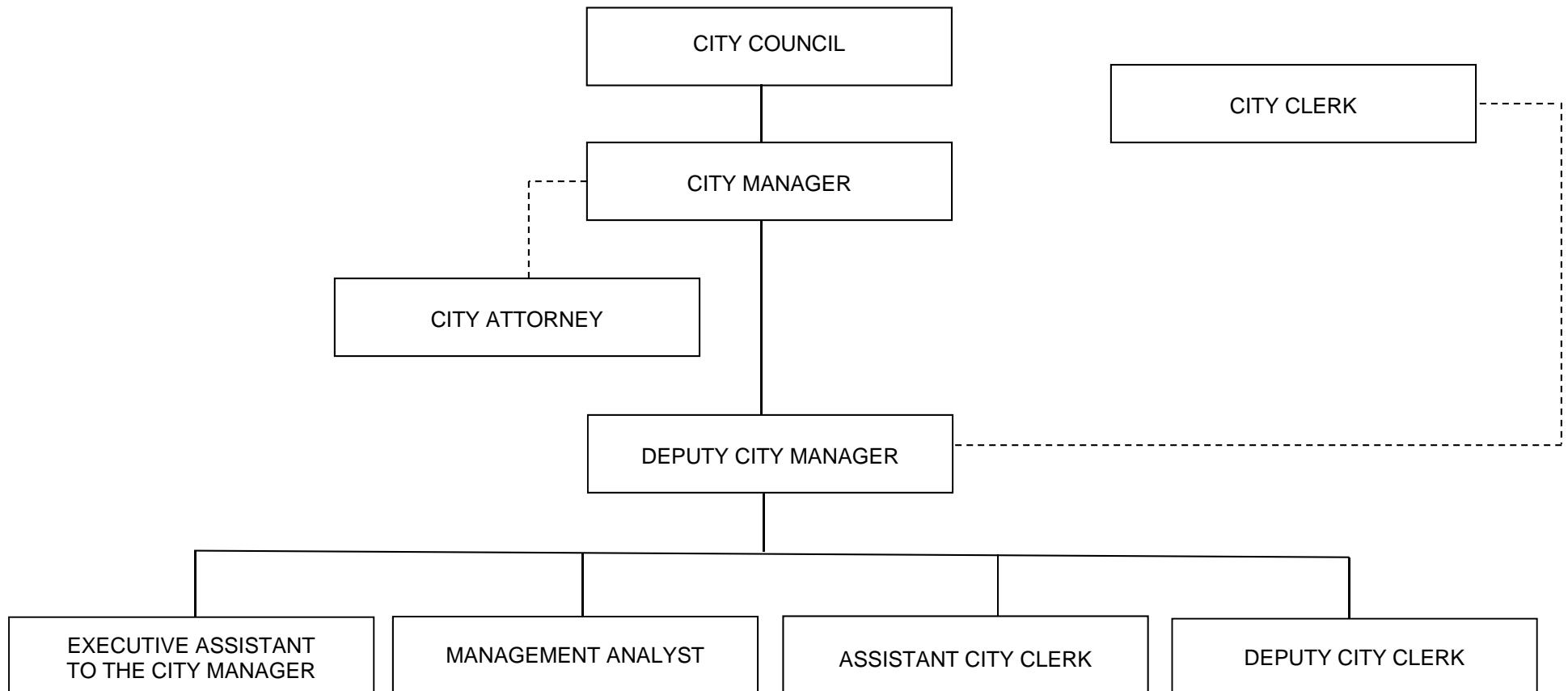
FULL TIME EMPLOYEES AND ELECTED OFFICIALS

	FY 18-19 Budget	FY 19-20 Budget	FY 19-20 Actual	FY 20-21 Budget	FY 21-22 Budget
General Fund					
City Council	1.00	0.50	0.50	0.50	0.50
City Manager	3.80	4.30	3.45	3.45	3.45
City Clerk	2.20	2.20	2.20	2.20	2.20
City Attorney	0.80	0.80	0.80	0.80	0.80
General City	0.35	0.35	0.35	0.35	0.35
Admin. Services	14.05	15.05	15.05	15.05	15.05
Police	95.00	95.00	95.00	95.00	95.00
Fire	58.00	58.00	58.00	58.00	58.00
Public Works Services	24.70	24.70	24.70	24.70	24.70
Development Services	25.25	25.35	25.35	25.35	25.35
Recreation & Community Services	11.00	12.00	12.00	12.00	12.00
Library & Museum Services	19.00	19.00	19.00	19.00	19.00
 Total General Fund	 255.15	 257.25	 256.40	 256.40	 256.40
 Narcotic Seizure State	 1.00	 1.00	 1.00	 1.00	 1.00
COPS SLESF AB3229	1.00	1.00	1.00	1.00	1.00
High School Law Enforcement	1.00	1.00	1.00	1.00	1.00
Liability/Workers' Compensation	1.60	1.60	1.60	1.60	1.60
Solid Waste	1.65	1.65	1.60	1.60	1.60
CDBG	0.20	0.20	0.20	0.20	0.20
Arcadia Transit	1.30	1.30	1.30	1.30	1.30
Measure R	0.20	0.20	0.20	0.20	0.20
Proposition A & C	1.70	1.60	1.60	1.60	1.60
Lighting Maintenance Districts	2.65	2.65	2.65	2.65	2.65
Public Services Water	26.95	26.95	26.85	26.85	26.85
Public Services Sewer	7.25	7.25	7.25	7.25	7.25
Redevelopment Successor Agency	0.35	0.35	0.35	0.35	0.35
 Total Personnel	 302.00	 304.00	 303.00	 303.00	 303.00

* Part Time employees are not included.

THIS PAGE INTENTIONALLY LEFT BLANK

CITY MANAGER'S OFFICE



CITY MANAGER'S OFFICE

Description:

The City Manager's Office oversees all operations of the City, implementing the City Council's goals, objectives and policy direction. The City Manager and departmental staff work cooperatively with elected officials, City employees, outside governmental agencies, community groups, and the public to bring projects to successful completion and to provide the people that live, visit, and do business in Arcadia the best and most efficient service.

The City Manager's Office is comprised of four operating units: Administration, Communications & Marketing, the City Clerk's Office, and the City Attorney's Office. Each operating division's principal responsibilities are as follows:

- The Administration Division provides oversight and direction to all City departments and programs to ensure they meet the needs of the community and are responsive to City Council goals. The functions of the Administration Division include: providing oversight and direction regarding the development and formulation of policies, goals and objectives; providing oversight of major City-initiated projects; identifying and addressing issues of local concern; and providing direction on the annual budget process.
- The Communications & Marketing Division provides timely and accurate information to the community, media, businesses and non-profits regarding City programs, projects, and events. The functions of the Communications & Marketing Division include: administering the maintenance and updates to the City's website and social media sites; providing audio-visual and graphic design services; creating television/print/web advertising and marketing materials; supporting the City's overall community relations and outreach efforts; and participating in special event planning.
- The City Clerk's Office is entrusted with ensuring that the legislative process is both open and accessible to the public as it relates to City elections and public meetings. The functions of the City Clerk's Office include: preparing the City Council agenda and recording all City Council actions; coordinating all municipal election activities; maintaining official and historical records to provide public access and proper preservation; serving as the filing officer for the Fair Political Practices Commission and Arcadia Conflict of Interest Code Regulations as required by the Fair Political Practices Commission; complying with legal noticing requirements; maintaining official rosters and information on all City boards and commissions; and maintaining the Arcadia Municipal Code.
- The City Attorney, appointed by the City Council, represents the City Council, boards and commissions, and staff in all matters of law pertaining to their offices.

Activities include the representation of elected and appointed officials and staff in civil actions and proceedings, the prosecution of violations of City Codes, attendance at all meetings of the City Council/Successor Agency to the Arcadia Redevelopment Agency, and the preparation and/or approval of legal documents such as contracts, deeds, ordinances, and resolutions.

FY 2020-21 Work Plan:

The following items highlight the Department's major work plan elements for the upcoming fiscal year.

1. Ensure that all City programs and operations are carried out efficiently, effectively, and in a timely manner.
2. Provide oversight of the City's Operating Budget and Capital Improvement Program.
3. Provide managerial and administrative support to the City Council. Coordinate City Council meetings, presentations, and events in the community; dignitary visits and public outreach.
4. Serve as a resource for the public in terms of providing responses to public information requests, answering questions, and resolving problems.
5. Manage projects that do not easily fit into the operation of another department or that require centralized coordination.
6. Organize special events, community functions, and meetings that have a citywide interest and/or are hosted by the City Council.
7. Act as the City's overall Public Information Office. Direct and execute communication and community outreach efforts for the City; manage the City website, the government access television channel, and the City-controlled aspects of local cable television operators.
8. Provide staff support to the City Council, City Clerk, City Manager, and City Attorney.
9. Provide staff support to the Arcadia Beautiful Commission and organize the Commission's Spring Home Awards, Water Smart Hero Awards, Holiday Decoration Awards, and the Arbor Day/Tree City USA programs.
10. Oversee the City's legislative advocacy efforts.

11. Administration of the City's legal affairs, including litigation and claims against the City. Provide confidential legal advice to the City Council, City Manager, and City staff.

FY20-21 EMPLOYEE COUNT BY DEPARTMENT

CITY MANAGER

<i>Position</i>	<i>FTE</i>
City Manager	1.00
Deputy City Manager	1.00
Executive Assistant	1.00
Management Analyst	1.00
TOTAL	4.00

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DEPARTMENTAL SUMMARY						
1200 CITY MANAGER OFFICE						
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	440,443	454,200	456,000	419,800	438,900
4014	VACATION SELL BACK	17,295	5,000	5,600	5,000	5,000
4015	ALLOWANCES	5,783	5,400	6,100	5,700	5,700
4021	LONGEVITY PAY	2,131	2,100	2,100	2,100	2,100
4030	PART-TIME PERS ONLY	8,347	4,200	4,200	4,200	4,200
4032	PART-TIME NON-PERS	12,409	10,000	12,800	10,000	10,000
4241	P.E.R.S	136,090	163,100	165,400	158,100	174,100
4242	NON-PERSABLE COMPENSATION	5,706	5,500	6,000	1,900	2,100
4244	MEDICAL/DENTAL INSURANCE	58,219	58,000	57,100	51,100	51,100
4245	LONG TERM DISABILITY	316	300	300	300	300
4247	LIFE INSURANCE	1,191	1,300	1,300	1,200	1,300
4250	FICA/HOSPITAL INSURANCE	7,468	6,800	7,400	6,400	6,700
4299	VACANCY RATE	0	-21,500	0	-19,400	-20,400
Total: SALARIES & WAGES		695,399	694,400	724,300	646,400	681,100
SUPPLIES						
5110	OFFICE SUPPLIES	5,067	7,000	7,000	7,000	7,000
5115	PROGRAM EXPENSES	3,118	7,800	6,600	6,600	6,600
5125	PRINT SHOP	443	500	500	500	500
Total: SUPPLIES		8,628	15,300	14,100	14,100	14,100
OPERATING EXPENSES						
6160	CONTRACT SERVICES	102,267	26,500	37,600	20,000	20,000
6163	CABLE TECH SERVICES	26,000	30,000	30,600	30,000	30,000
6310	MILEAGE	0	100	100	100	100
6505	GENERAL LIABILITY	14,200	14,300	14,300	15,000	15,100
6507	WORKERS' COMPENSATION	8,600	9,400	9,400	9,400	9,400
6730	OFFICE EQUIPMENT	380	1,000	1,000	1,000	1,000
6750	VEHICLE MAINTENANCE	743	1,000	1,000	500	500
6751	VEHICLE FUEL USAGE	0	0	0	100	100
6752	VEHICLE 3RD PARTY SVC	0	0	0	400	400
6930	MEMBERSHIP & PUBLICATIONS	2,895	3,600	3,600	3,600	3,600
6940	OFFICIAL MEETINGS	10,490	12,500	12,500	1,000	1,000
6970	TRAINING	544	500	500	0	0
6977	EMPLOYEE SUPPORT	69	300	300	300	300
Total: OPERATING EXPENSES		166,188	99,200	110,900	81,400	81,500
SPECIAL PROGRAMS						
7120	CITY BEAUTIFUL COMMISSION	2,306	5,000	3,500	48,500	48,500
7125	CITY WEB SITE	47,415	13,000	13,000	7,400	7,400
7156	CITY VOLUNTEER PROGRAM	33,006	34,000	34,000	34,000	34,000
7211	COYOTE CONTROL	6,550	15,000	15,000	15,000	15,000
7260	CITY NEWSLETTER	45,497	35,000	35,000	35,000	35,000
7261	BROCHURES	5,590	13,000	13,000	13,000	13,000
7262	SPECIAL EVENTS	9,374	12,500	12,500	12,500	12,500
Total: SPECIAL PROGRAMS		149,739	127,500	126,000	165,400	165,400
Total Division:		1,019,954	936,400	975,300	907,300	942,100
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						
(3.11)%						

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 1200		CITY MANAGER-ADMIN				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	386,653	397,200	396,300	364,500	381,200
4014	VACATION SELL BACK	16,104	5,000	5,000	5,000	5,000
4015	ALLOWANCES	5,783	5,400	5,900	5,700	5,700
4021	LONGEVITY PAY	1,912	1,900	1,900	1,900	1,900
4032	PART-TIME NON-PERS	0	10,000	10,000	10,000	10,000
4241	P.E.R.S	117,198	142,600	141,700	137,200	151,100
4242	NON-PERSABLE COMPENSATION	5,476	5,300	5,700	1,700	1,800
4244	MEDICAL/DENTAL INSURANCE	48,341	48,000	47,500	42,000	42,000
4245	LONG TERM DISABILITY	261	200	200	200	200
4247	LIFE INSURANCE	1,042	1,100	1,100	1,000	1,100
4250	FICA/HOSPITAL INSURANCE	6,342	5,900	6,300	5,500	5,800
4299	VACANCY RATE	0	-18,700	0	-16,800	-17,700
Total: SALARIES & WAGES		589,112	603,900	621,600	557,900	588,100
SUPPLIES						
5110	OFFICE SUPPLIES	4,813	4,000	4,000	4,000	4,000
5115	PROGRAM EXPENSES	2,966	6,000	4,800	4,800	4,800
5125	PRINT SHOP	443	500	500	500	500
Total: SUPPLIES		8,223	10,500	9,300	9,300	9,300
OPERATING EXPENSES						
6160	CONTRACT SERVICES	99,969	20,000	31,100	20,000	20,000
6310	MILEAGE	0	100	100	100	100
6505	GENERAL LIABILITY	14,200	14,300	14,300	15,000	15,100
6507	WORKERS' COMPENSATION	8,600	9,400	9,400	9,400	9,400
6730	OFFICE EQUIPMENT	0	500	500	500	500
6750	VEHICLE MAINTENANCE	743	1,000	1,000	500	500
6751	VEHICLE FUEL USAGE	0	0	0	100	100
6752	VEHICLE 3RD PARTY SVC	0	0	0	400	400
6930	MEMBERSHIP & PUBLICATIONS	2,030	2,700	2,700	2,700	2,700
6940	OFFICIAL MEETINGS	8,845	10,000	10,000	500	500
6970	TRAINING	544	500	500	0	0
6977	EMPLOYEE SUPPORT	69	300	300	300	300
Total: OPERATING EXPENSES		134,999	58,800	69,900	49,500	49,600
Total:		732,334	673,200	700,800	616,700	647,000

Fund/Division: 0011201

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(8.39) %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 1203		CITY MANAGER-COMM MARKET				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	53,790	57,000	59,700	55,300	57,700
4014	VACATION SELL BACK	1,191	0	600	0	0
4015	ALLOWANCES	0	0	200	0	0
4021	LONGEVITY PAY	219	200	200	200	200
4030	PART-TIME PERS ONLY	8,347	4,200	4,200	4,200	4,200
4032	PART-TIME NON-PERS	12,409	0	2,800	0	0
4241	P.E.R.S	18,892	20,500	23,700	20,900	23,000
4242	NON-PERSABLE COMPENSATION	230	200	300	200	300
4244	MEDICAL/DENTAL INSURANCE	9,878	10,000	9,600	9,100	9,100
4245	LONG TERM DISABILITY	55	100	100	100	100
4247	LIFE INSURANCE	149	200	200	200	200
4250	FICA/HOSPITAL INSURANCE	1,127	900	1,100	900	900
4299	VACANCY RATE	0	-2,800	0	-2,600	-2,700
Total: SALARIES & WAGES		106,286	90,500	102,700	88,500	93,000
SUPPLIES						
5110	OFFICE SUPPLIES	254	3,000	3,000	3,000	3,000
5115	PROGRAM EXPENSES	152	1,800	1,800	1,800	1,800
Total: SUPPLIES		406	4,800	4,800	4,800	4,800
OPERATING EXPENSES						
6160	CONTRACT SERVICES	2,298	6,500	6,500	0	0
6163	CABLE TECH SERVICES	26,000	30,000	30,600	30,000	30,000
6730	OFFICE EQUIPMENT	380	500	500	500	500
6930	MEMBERSHIP & PUBLICATIONS	865	900	900	900	900
6940	OFFICIAL MEETINGS	1,646	2,500	2,500	500	500
Total: OPERATING EXPENSES		31,189	40,400	41,000	31,900	31,900
SPECIAL PROGRAMS						
7120	CITY BEAUTIFUL COMMISSION	2,306	5,000	3,500	48,500	48,500
7125	CITY WEB SITE	47,415	13,000	13,000	7,400	7,400
7156	CITY VOLUNTEER PROGRAM	33,006	34,000	34,000	34,000	34,000
7211	COYOTE CONTROL	6,550	15,000	15,000	15,000	15,000
7260	CITY NEWSLETTER	45,497	35,000	35,000	35,000	35,000
7261	BROCHURES	5,590	13,000	13,000	13,000	13,000
7262	SPECIAL EVENTS	9,374	12,500	12,500	12,500	12,500
Total: SPECIAL PROGRAMS		149,739	127,500	126,000	165,400	165,400
Total:		287,620	263,200	274,500	290,600	295,100
Fund/Division: 0011203						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						
10.41 %						

CITY COUNCIL

The City of Arcadia is a charter city governed by a five-member City Council, elected by district, with each member serving a four-year term.

The City Council is the legislative and policy-making body of the City. The Council enacts laws and takes the actions necessary to provide for the general welfare of the community, including the adoption of ordinances and resolutions, the holding of public hearings, the adoption of the annual budget, and appointments to City Boards and Commissions.

FY20-21 EMPLOYEE COUNT BY DEPARTMENT

CITY COUNCIL

<i>Position</i>	<i>FTE</i>
Council Member	5.00
TOTAL	5.00

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 1100		CITY COUNCIL				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	67,471	67,900	68,300	67,900	67,900
4014	VACATION SELL BACK	536	0	0	0	0
4021	LONGEVITY PAY	1,093	1,100	1,100	1,100	1,100
4241	P.E.R.S.	16,589	19,400	18,600	20,300	21,400
4244	MEDICAL/DENTAL INSURANCE	79,441	99,400	82,500	82,700	82,700
4245	LONG TERM DISABILITY	46	100	100	100	100
4247	LIFE INSURANCE	432	500	400	500	500
4250	FICA/HOSPITAL INSURANCE	850	1,000	800	1,000	1,000
4299	VACANCY RATE	0	-5,700	0	-3,500	-3,500
Total: SALARIES & WAGES		166,457	183,700	171,800	170,100	171,200
SUPPLIES						
5110	OFFICE SUPPLIES	4,167	3,500	3,500	3,500	3,500
5125	PRINT SHOP	1,647	1,500	1,500	1,500	1,500
5230	BUILDING AND GROUNDS	90	0	0	0	0
Total: SUPPLIES		5,903	5,000	5,000	5,000	5,000
OPERATING EXPENSES						
6505	GENERAL LIABILITY	4,500	4,500	4,500	4,700	4,700
6507	WORKERS' COMPENSATION	2,100	2,300	2,300	2,300	2,300
6930	MEMBERSHIP & PUBLICATIONS	35,747	33,300	33,300	34,500	34,500
6940	OFFICIAL MEETINGS	15,860	17,000	17,000	2,000	2,000
6977	EMPLOYEE SUPPORT	0	100	100	100	100
Total: OPERATING EXPENSES		58,207	57,200	57,200	43,600	43,600
Total:		230,567	245,900	234,000	218,700	219,800

Fund/Division: 0011101

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(11.06) %

CITY CLERK'S OFFICE

Description:

The City Clerk's office is entrusted with ensuring that the legislative process is both open and accessible to the public as it relates to City elections and City Council meetings. The functions of the City Clerk's office include: preparing the City Council agenda and recording all City Council actions; conducts all municipal elections; maintains official and historical records to provide public access and proper preservation; serves as the filing officer for the Fair Political Practices Commission and Arcadia Conflict of Interest Code Regulations as required by the Fair Political Practices Commission; compliance with legal noticing requirements; maintains official rosters and information on all City boards and commissions; and maintains and coordinates updates to the Arcadia Municipal Code.

FY20-21 EMPLOYEE COUNT BY DEPARTMENT

CITY CLERK

<i>Position</i>	<i>FTE</i>
Assistant City Clerk	1.00
Deputy City Clerk	1.00
Elected City Clerk	1.00
TOTAL	3.00

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 1300		CITY CLERK				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	167,993	175,400	153,100	108,700	112,800
4014	VACATION SELL BACK	2,078	0	2,200	0	0
4015	ALLOWANCES	490	500	200	500	500
4021	LONGEVITY PAY	1,093	1,100	600	1,100	1,100
4241	P.E.R.S	52,398	64,300	54,800	40,500	44,200
4242	NON-PERSABLE COMPENSATION	272	300	100	300	300
4244	MEDICAL/DENTAL INSURANCE	31,092	49,900	26,800	35,400	35,400
4245	LONG TERM DISABILITY	202	200	200	200	200
4247	LIFE INSURANCE	270	400	200	200	200
4250	FICA/HOSPITAL INSURANCE	1,706	1,700	1,900	1,600	1,600
4299	VACANCY RATE	0	-8,800	0	-5,600	-5,800
Total: SALARIES & WAGES		257,592	285,000	240,100	182,900	190,500
SUPPLIES						
5110	OFFICE SUPPLIES	3,834	3,800	3,800	3,800	3,800
5125	PRINT SHOP	261	1,200	1,200	1,200	1,200
Total: SUPPLIES		4,095	5,000	5,000	5,000	5,000
OPERATING EXPENSES						
6160	CONTRACT SERVICES	20,539	33,000	33,000	27,000	27,000
6505	GENERAL LIABILITY	5,300	5,300	5,300	5,500	5,600
6507	WORKERS' COMPENSATION	17,900	19,500	19,500	19,500	19,500
6930	MEMBERSHIP & PUBLICATIONS	750	800	800	1,400	1,400
6940	OFFICIAL MEETINGS	678	800	800	0	0
6945	ELECTION	87,944	250,000	250,000	0	0
6960	EQUIPMENT REPLACEMENT	600	0	3,400	0	0
6970	TRAINING	494	4,500	4,500	1,000	1,000
6977	EMPLOYEE SUPPORT	192	200	200	200	200
Total: OPERATING EXPENSES		134,397	314,100	317,500	54,600	54,700
Total:		396,084	604,100	562,600	242,500	250,200

Fund/Division: 0011301

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(59.86) %

CITY ATTORNEY'S OFFICE

Description:

The City Attorney, appointed by the City Council, represents the City Council, boards and commissions, and staff in all matters of law pertaining to their offices. Activities include the representation of elected and appointed officials and staff in civil actions and proceedings, the prosecution of violations of City codes, attendance at all meetings of the City Council/Successor Agency to the Arcadia Redevelopment Agency, and the preparation and/or approval of legal documents such as contracts, deeds, ordinances, and resolutions.

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 1500		CITY ATTORNEY				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	71,977	73,800	46,800	102,700	106,800
4014	VACATION SELL BACK	2,078	0	0	0	0
4015	ALLOWANCES	490	500	200	200	200
4021	LONGEVITY PAY	1,093	1,100	600	0	0
4241	P.E.R.S	23,451	28,200	17,700	38,200	41,900
4242	NON-PERSABLE COMPENSATION	272	300	100	100	100
4244	MEDICAL/DENTAL INSURANCE	12,536	12,700	8,200	16,800	16,800
4245	LONG TERM DISABILITY	73	100	100	100	100
4247	LIFE INSURANCE	184	200	100	100	200
4250	FICA/HOSPITAL INSURANCE	241	300	300	1,500	1,500
4299	VACANCY RATE	0	-3,500	0	-4,800	-5,000
Total: SALARIES & WAGES		112,395	113,700	74,100	154,900	162,600
SUPPLIES						
5110	OFFICE SUPPLIES	715	600	600	600	600
5125	PRINT SHOP	200	200	200	200	200
Total: SUPPLIES		915	800	800	800	800
OPERATING EXPENSES						
6140	LEGAL	249,147	285,500	285,500	307,000	290,000
6160	CONTRACT SERVICES	145,152	185,600	185,600	191,400	197,300
6505	GENERAL LIABILITY	9,100	9,200	9,200	9,600	9,700
Total: OPERATING EXPENSES		403,399	480,300	480,300	508,000	497,000
Total:		516,710	594,800	555,200	663,700	660,400

Fund/Division: 0011501

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

11.58 %

GENERAL CITY

Description:

The General City budget provides funding for costs that have an overall benefit to the City, but are not a part of, or cannot reasonably be allocated to, the activities of individual departments. Examples of such costs include copier maintenance, City Hall telephones, employee service awards, citywide employee events, and OPEB trust contribution.

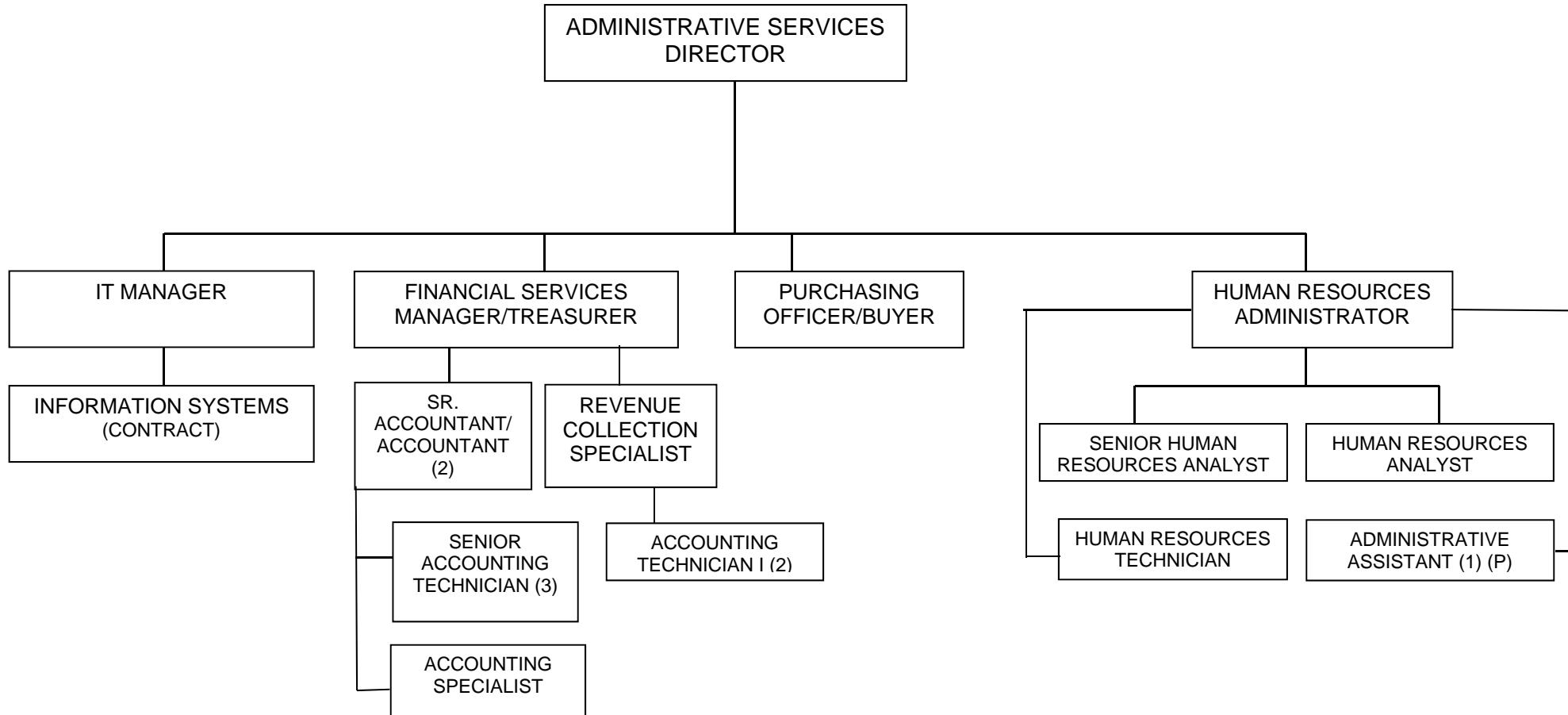
ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 1700		GENERAL CITY				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	4,577	0	0	0	0
4013	VACATION PAY OFF	96,421	140,000	325,900	145,000	150,000
4241	P.E.R.S.	3,283	0	0	0	0
4244	MEDICAL/DENTAL INSURANCE	1,157	0	0	0	0
4245	LONG TERM DISABILITY	7	0	0	0	0
4247	LIFE INSURANCE	5	0	0	0	0
4248	RETIREE MEDICAL	826,470	840,400	859,300	891,800	912,700
4249	UNEMPLOYMENT INSURANCE	18,847	30,000	7,500	25,000	30,000
4250	FICA/HOSPITAL INSURANCE	74	0	0	0	0
4251	RETIREE LIFE INS	324	0	300	300	300
Total: SALARIES & WAGES		951,165	1,010,400	1,193,000	1,062,100	1,093,000
SUPPLIES						
5110	OFFICE SUPPLIES	5,688	6,300	4,500	6,300	6,500
5112	CITY HALL DUPLICATING	12,500	15,000	15,000	15,000	16,000
Total: SUPPLIES		18,188	21,300	19,500	21,300	22,500
OPERATING EXPENSES						
6160	CONTRACT SERVICES	6,996	0	50,000	35,000	35,000
6210	TELEPHONE	38,814	38,400	40,900	41,800	42,600
6505	GENERAL LIABILITY	17,800	18,000	18,000	18,800	19,000
6507	WORKERS' COMPENSATION	1,200	1,300	1,300	1,300	1,300
6930	MEMBERSHIP & PUBLICATIONS	120	200	20,000	0	0
6960	EQUIPMENT REPLACEMENT	703	0	0	0	0
6977	EMPLOYEE SUPPORT	32,100	37,000	35,000	41,400	35,000
Total: OPERATING EXPENSES		97,733	94,900	165,200	138,300	132,900
SPECIAL PROGRAMS						
7280	DAMAGES TO CITY PROPERTY	818	30,000	8,000	10,000	10,000
7350	OPEB CONTRIBUTION	911,600	942,600	942,600	1,150,000	1,250,000
Total: SPECIAL PROGRAMS		912,418	972,600	950,600	1,160,000	1,260,000
Total:		1,979,504	2,099,200	2,328,300	2,381,700	2,508,400

Fund/Division: 0011701

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

13.46 %

ADMINISTRATIVE SERVICES DEPARTMENT



ADMINISTRATIVE SERVICES DEPARTMENT

Description:

The Administrative Services Department conducts a number of administrative and support functions on behalf of the City's operating departments. Its goal is to ensure that the programs and services offered by the City are properly managed, and that they are fully accountable to management, the City Council, and the public.

The Department is comprised of four divisions, including Financial Services, Human Resources, Purchasing, and Information Systems. Each Division's principal responsibilities are as follows:

- The Financial Services Division manages all of the City's accounting and financial operations. Its activities include managing investments, banking relations, budget preparation and monitoring, financial reporting, revenue collection, audit coordination, debt administration, cashiering, and payroll processing.
- The Human Resources Division administers the City's personnel and risk management operations. Personnel activities include negotiating labor agreements, managing job classification and compensation, coordinating employee recruitment, training, evaluation, and discipline, administering employee benefits, maintaining personnel records, and developing personnel policies and procedures. Risk management activities include administering the City's various insurance programs including general liability, worker's compensation, and property damage.
- The Purchasing Division oversees the procurement of all materials, supplies, equipment, and services by the City in keeping with the requirements of the City's Purchasing Ordinance. The Division is also responsible for managing the City's various telecommunications systems, record keeper of DMV titles, processing DMV registrations, and license plates for special equipment and all City owned vehicles, manage all store credit cards and credit applications to establish new commercial accounts, and responsible for sales and disposal of City surplus assets.
- The Information Systems Division manages all of the City's computer equipment and related peripherals, and provides technical support to departments.

Administrative Services Department - Continued

FY 2020-21 Work Plan:

The following items highlight the Department's major work plan elements for the upcoming fiscal year.

1. Oversee the preparation of both the City's General Budget and Capital Improvement and Equipment Plan for the following fiscal year.
2. Continue to seek and execute new monitoring guidelines to insure that proper controls and safeguards are in place with respect to departmental spending.
3. Complete all financial reporting in a proper and timely manner including the City's audited financial statements and various reports and schedules as mandated by County, State, and Federal agencies.
4. Continue to review and evaluate the City's investment practices, including the monitoring of contracted investment management services. Endeavor to meet or exceed targeted rates of return on investments.
5. Continue to implement various enhanced functions in the City's financial system, eFinancePLUS V5.0 and CommunityPLUS V9.0, including functions related to document and workflow management that will allow staff to further automate accounting processes and eliminate certain paper filing, and make the information access easier.
6. Continue the efforts on implementing paperless filing solution that stores documents electronically for easy access, better security and consistent organization.
7. Assist the Public Works Services department in selecting and implementing a new, modern Utility Billing system with the latest security features and protections. This will enable the residents and customers to view and pay bills and review their account histories online.
8. Continue to assist departments in the implementation of various computer related applications including efforts to upgrade systems with web-based modules that facilitate processing and payment by the public.
9. Plan/Implement backup connection for critical data communications for Fire105/106 via DSL/Cable internet connection.
10. Implement digital time keeping software to replace paper timesheets. Proposed software will link directly with financial software to reduce staff time due to manual entry and reduce data entry errors.

Administrative Services Department - Continued

11. Review and update the City's current bid/quote thresholds limits, revise the Purchasing Manual and Municipal Code accordingly and provide training to city employees on the new limits and procedures.
12. Research and evaluate various electronic bid solicitation software and services to expand the City's vendor pool.
13. Continue to dispose of surplus equipment located in the basement of City Hall and City Council Chambers.
14. Review and establish a procedural manual for solicitation of Request for Proposals/Bids and provide training to all City departments.
15. Enhance efficiencies within the Human Resources Division's Records Retention plan utilizing document imaging computer systems to improve record keeping and information retrieval with respect to various personnel and workers compensation records.
16. Continue to collaborate with departments on strategic outreach measures that recruit and retain a diverse and qualified workforce.
17. Complete an informal request for proposals for industrial clinic services including pre-employment physicals and medical services for injured workers.
18. Continue to collaborate with departments to provide comprehensive training to increase use of technology, link training to core competencies, and mitigate risk exposure.
19. Provide mandatory and compliant training within established timeframes.
20. Continue to enhance the City's Wellness Program to promote workplace wellness and help employees adopt healthy behaviors.
21. Work with each Department and bargaining group on updating and simplifying language in the City's Personnel Rules and Regulations.
22. Negotiate successor Memoranda of Understanding for 5 Bargaining Groups.

FY20-21 EMPLOYEE COUNT BY DEPARTMENT

ADMINISTRATIVE SVCS

<i>Position</i>	<i>FTE</i>
Accountant	1.00
Accounting Specialist	1.00
Accounting Technician I	2.00
Administrative Services Director	1.00
Finance Services Manager/City Treasurer	1.00
Human Resource Administrator	1.00
Human Resource Analyst	1.00
Human Resource Technician	1.00
IT Manager	1.00
Management Aide	1.00
Purchasing Officer	1.00
Revenue Collection Specialist	1.00
Senior Accountant	1.00
Senior Accounting Technician	3.00
Senior Human Resources Analyst	1.00
TOTAL	18.00

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DEPARTMENTAL SUMMARY						
1800 ADMINISTRATIVE SERVICES						
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	1,172,218	1,287,400	1,205,100	1,317,400	1,365,400
4014	VACATION SELL BACK	16,824	11,700	13,200	5,000	5,000
4015	ALLOWANCES	2,372	2,200	2,200	2,200	2,200
4021	LONGEVITY PAY	10,933	11,800	12,000	11,500	11,500
4030	PART-TIME PERS ONLY	0	0	0	30,000	30,000
4032	PART-TIME NON-PERS	43,004	23,000	23,000	0	0
4241	P.E.R.S	371,309	476,000	446,100	521,900	568,500
4242	NON-PERSABLE COMPENSATION	3,476	4,100	4,100	4,400	4,600
4244	MEDICAL/DENTAL INSURANCE	206,685	235,500	215,100	243,000	243,000
4245	LONG TERM DISABILITY	1,256	1,300	1,200	1,600	1,600
4247	LIFE INSURANCE	2,527	3,000	2,500	3,400	3,400
4250	FICA/HOSPITAL INSURANCE	20,403	19,100	20,600	19,700	20,400
4299	VACANCY RATE	0	-63,600	0	-101,600	-66,300
Total: SALARIES & WAGES		1,851,008	2,011,500	1,945,100	2,058,500	2,189,300
SUPPLIES						
5110	OFFICE SUPPLIES	31,551	32,100	32,700	26,000	29,700
5125	PRINT SHOP	2,029	4,500	3,000	2,500	2,100
Total: SUPPLIES		33,580	36,600	35,700	28,500	31,800
OPERATING EXPENSES						
6135	LABOR RELATIONS	34,820	60,000	60,000	80,000	80,000
6140	LEGAL	55,498	85,000	105,000	60,000	80,000
6150	RECRUITMENT	26,826	25,000	25,000	20,000	30,000
6151	RECRUITING ADVERTISMENT	4,955	6,000	6,000	3,000	6,000
6152	FINGERPRINTING NEW HIRES	6,449	5,000	5,000	4,000	6,000
6160	CONTRACT SERVICES	862,694	773,500	835,400	947,900	948,400
6310	MILEAGE	240	400	200	400	400
6505	GENERAL LIABILITY	58,000	58,500	58,500	61,200	61,600
6507	WORKERS' COMPENSATION	62,900	68,700	68,700	68,700	68,700
6730	OFFICE EQUIPMENT	2,972	5,900	2,900	11,000	11,600
6750	VEHICLE MAINTENANCE	567	1,000	1,000	500	500
6751	VEHICLE FUEL USAGE	0	0	0	100	100
6752	VEHICLE 3RD PARTY SVC	0	0	0	400	400
6910	AUDIT	21,299	25,500	25,400	26,000	28,000
6930	MEMBERSHIP & PUBLICATIONS	3,941	4,700	3,400	4,400	4,600
6940	OFFICIAL MEETINGS	7,379	13,500	9,200	4,300	13,300
6960	EQUIPMENT REPLACEMENT	169,870	153,100	430,600	22,000	22,000
6970	TRAINING	10,222	12,800	11,700	11,900	12,700
6971	TUITION REIMBURSEMENT	8,693	5,700	5,500	14,300	9,200
6973	ERGONOMIC EQUIPMENT	7,132	10,000	6,000	8,000	8,000
6977	EMPLOYEE SUPPORT	1,448	1,700	1,700	1,700	1,700
6978	WELLNESS PROGRAM	8,138	15,000	15,000	10,000	20,000
6986	SUPERVISOR TRAINING	4,982	6,100	6,100	6,000	6,000
Total: OPERATING EXPENSES		1,359,024	1,337,100	1,682,300	1,365,800	1,419,200
Total Division:		3,243,613	3,385,200	3,663,100	3,452,800	3,640,300

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

2.00 %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED	
DIVISION: 1800		ADMIN SVCS-FINANCIAL SVCS					
SALARIES & WAGES							
4010	REGULAR EMPLOYEES	498,062	540,000	462,200	533,000	551,900	
4014	VACATION SELL BACK	7,740	5,000	13,200	5,000	5,000	
4015	ALLOWANCES	504	200	200	200	200	
4021	LONGEVITY PAY	6,507	7,200	7,300	7,500	7,500	
4032	PART-TIME NON-PERS	19,664	0	0	0	0	
4241	P.E.R.S	159,744	201,400	173,400	210,400	229,300	
4242	NON-PERSABLE COMPENSATION	845	1,400	1,200	1,400	1,500	
4244	MEDICAL/DENTAL INSURANCE	88,019	103,100	86,200	103,100	103,100	
4245	LONG TERM DISABILITY	575	600	500	700	700	
4247	LIFE INSURANCE	795	1,100	800	1,200	1,200	
4250	FICA/HOSPITAL INSURANCE	8,690	7,900	7,900	7,900	8,200	
4299	VACANCY RATE	0	-28,200	0	-50,200	-27,900	
Total: SALARIES & WAGES		791,145	839,700	752,900	820,200	880,700	
SUPPLIES							
5110	OFFICE SUPPLIES	15,227	18,700	18,700	12,600	15,700	
5125	PRINT SHOP	137	2,500	1,500	500	100	
Total: SUPPLIES		15,364	21,200	20,200	13,100	15,800	
OPERATING EXPENSES							
6160	CONTRACT SERVICES	74,639	69,500	59,000	66,300	61,800	
6310	MILEAGE	40	100	0	100	100	
6505	GENERAL LIABILITY	58,000	58,500	58,500	61,200	61,600	
6507	WORKERS' COMPENSATION	62,900	68,700	68,700	68,700	68,700	
6730	OFFICE EQUIPMENT	1,008	2,000	0	1,000	2,000	
6750	VEHICLE MAINTENANCE	567	1,000	1,000	500	500	
6751	VEHICLE FUEL USAGE	0	0	0	100	100	
6752	VEHICLE 3RD PARTY SVC	0	0	0	400	400	
6910	AUDIT	21,299	25,500	25,400	26,000	28,000	
6930	MEMBERSHIP & PUBLICATIONS	1,794	2,400	1,200	2,000	2,200	
6940	OFFICIAL MEETINGS	4,414	5,700	2,500	800	5,700	
6960	EQUIPMENT REPLACEMENT	169,870	153,100	430,600	22,000	22,000	
6970	TRAINING	594	2,200	1,800	700	2,200	
6971	TUITION REIMBURSEMENT	0	0	3,000	4,100	4,100	
6977	EMPLOYEE SUPPORT	1,448	1,700	1,700	1,700	1,700	
Total: OPERATING EXPENSES		396,573	390,400	653,400	255,600	261,100	
Total:		1,203,082	1,251,300	1,426,500	1,088,900	1,157,600	
Fund/Division: 0011801		OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					
						(12.98) %	

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 1806		ADMIN SVCS-PURCHASING				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	106,703	115,000	113,600	117,000	120,800
4014	VACATION SELL BACK	1,993	2,000	0	0	0
4015	ALLOWANCES	196	200	200	200	200
4021	LONGEVITY PAY	1,419	1,400	1,400	1,400	1,400
4241	P.E.R.S	33,452	42,400	41,800	45,200	49,100
4242	NON-PERSABLE COMPENSATION	532	600	600	600	600
4244	MEDICAL/DENTAL INSURANCE	20,959	21,000	20,900	21,000	21,000
4245	LONG TERM DISABILITY	110	100	100	100	100
4247	LIFE INSURANCE	332	400	300	400	400
4250	FICA/HOSPITAL INSURANCE	1,768	1,700	1,800	1,700	1,800
4299	VACANCY RATE	0	-5,500	0	-5,600	-5,900
Total: SALARIES & WAGES		167,464	179,300	180,700	182,000	189,500
SUPPLIES						
5110	OFFICE SUPPLIES	492	500	500	500	500
5125	PRINT SHOP	1,584	1,500	1,000	1,500	1,500
Total: SUPPLIES		2,076	2,000	1,500	2,000	2,000
OPERATING EXPENSES						
6310	MILEAGE	200	200	200	200	200
6730	OFFICE EQUIPMENT	88	100	100	1,000	100
6930	MEMBERSHIP & PUBLICATIONS	192	200	200	300	300
6940	OFFICIAL MEETINGS	0	100	0	100	100
6970	TRAINING	1,590	1,600	1,400	1,700	1,000
6971	TUITION REIMBURSEMENT	2,537	0	0	5,100	5,100
Total: OPERATING EXPENSES		4,607	2,200	1,900	8,400	6,800
Total:		174,147	183,500	184,100	192,400	198,300

Fund/Division: 0011806

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

4.85 %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 1807		ADMIN SVCS-TREASURER				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	176,801	208,500	207,600	213,100	218,500
4014	VACATION SELL BACK	2,607	0	0	0	0
4015	ALLOWANCES	173	0	0	0	0
4021	LONGEVITY PAY	2,054	1,600	1,700	1,900	1,900
4241	P.E.R.S	56,637	76,700	76,100	82,200	88,700
4242	NON-PERSABLE COMPENSATION	260	200	200	300	300
4244	MEDICAL/DENTAL INSURANCE	34,996	47,000	46,000	47,100	47,100
4245	LONG TERM DISABILITY	234	300	300	400	400
4247	LIFE INSURANCE	288	300	300	400	400
4250	FICA/HOSPITAL INSURANCE	3,055	3,000	3,500	3,100	3,100
4299	VACANCY RATE	0	-10,100	0	-9,700	-10,000
Total: SALARIES & WAGES		277,104	327,500	335,700	338,800	350,400
SUPPLIES						
5110	OFFICE SUPPLIES	9,022	8,900	9,500	8,900	9,500
Total: SUPPLIES		9,022	8,900	9,500	8,900	9,500
OPERATING EXPENSES						
6160	CONTRACT SERVICES	245,631	208,500	280,900	297,600	302,600
6310	MILEAGE	0	100	0	100	100
6730	OFFICE EQUIPMENT	1,008	1,000	0	500	1,000
6930	MEMBERSHIP & PUBLICATIONS	155	400	300	400	400
6940	OFFICIAL MEETINGS	0	3,000	600	400	3,000
6970	TRAINING	0	500	0	500	500
6971	TUITION REIMBURSEMENT	6,156	4,000	2,500	5,100	0
Total: OPERATING EXPENSES		252,949	217,500	284,300	304,600	307,600
Total:		539,076	553,900	629,500	652,300	667,500

Fund/Division: 0011807

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

17.76 %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 1808		ADMIN SVCS-INFO SVCS				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	116,450	148,700	152,000	155,300	162,000
4014	VACATION SELL BACK	1,993	2,100	0	0	0
4015	ALLOWANCES	918	1,200	1,200	1,200	1,200
4021	LONGEVITY PAY	326	300	300	300	300
4241	P.E.R.S	36,133	54,000	54,900	59,100	64,900
4242	NON-PERSABLE COMPENSATION	593	700	800	800	800
4244	MEDICAL/DENTAL INSURANCE	16,657	21,000	20,900	21,000	21,000
4245	LONG TERM DISABILITY	85	100	100	100	100
4247	LIFE INSURANCE	336	500	400	500	500
4250	FICA/HOSPITAL INSURANCE	1,966	2,200	2,600	2,300	2,400
4299	VACANCY RATE	0	-6,900	0	-7,200	-7,600
Total: SALARIES & WAGES		175,456	223,900	233,200	233,400	245,600
SUPPLIES						
5110	OFFICE SUPPLIES	1,958	0	0	0	0
Total: SUPPLIES		1,958	0	0	0	0
OPERATING EXPENSES						
6160	CONTRACT SERVICES	507,189	430,000	430,000	519,000	519,000
6730	OFFICE EQUIPMENT	773	2,500	2,500	8,000	8,000
Total: OPERATING EXPENSES		507,962	432,500	432,500	527,000	527,000
Total:		685,377	656,400	665,700	760,400	772,600

Fund/Division: 0011808

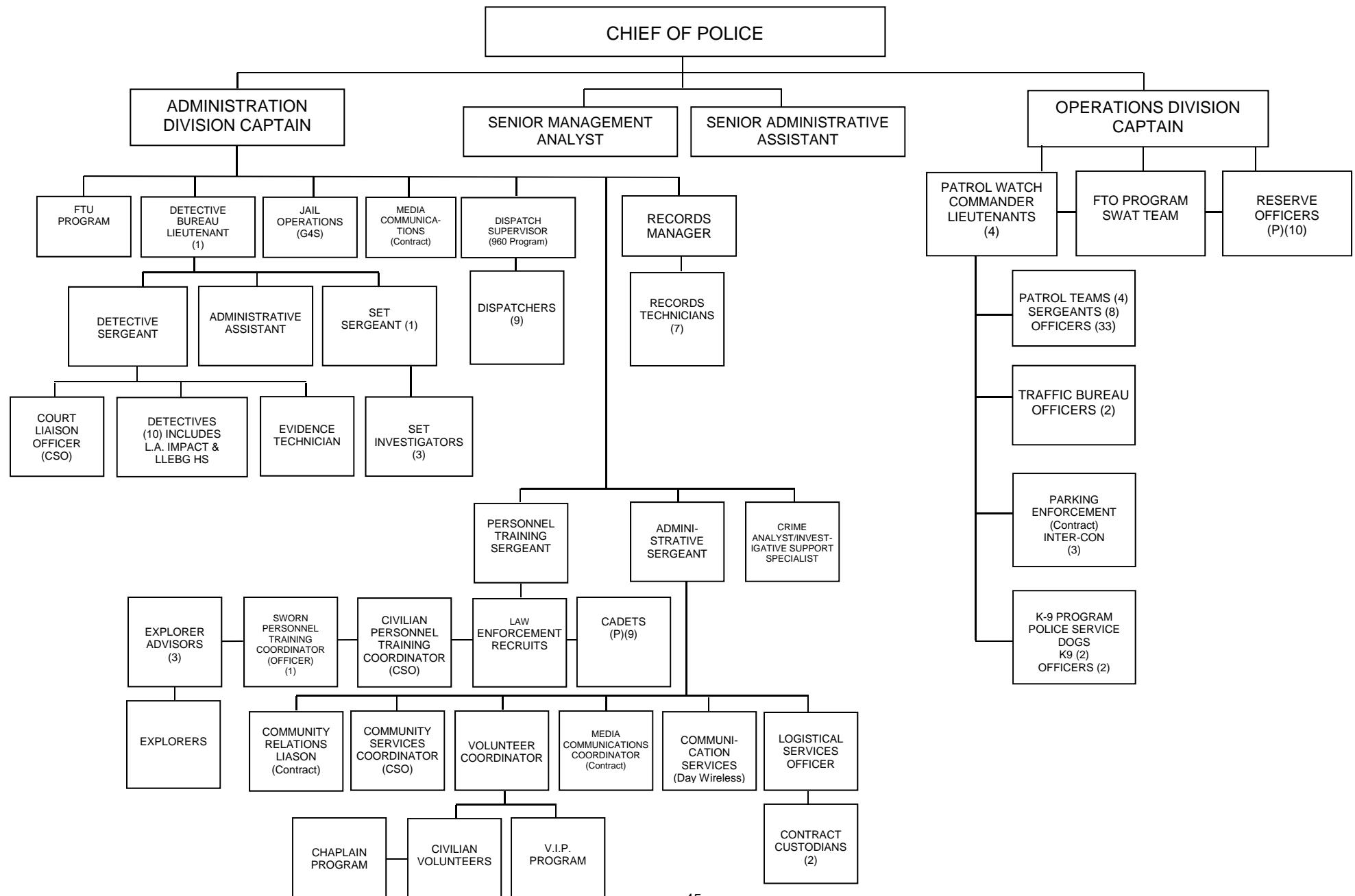
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

15.84 %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 1810		ADMIN SVCS-HUMAN RESOURCE				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	274,202	275,200	269,700	299,000	312,200
4014	VACATION SELL BACK	2,491	2,600	0	0	0
4015	ALLOWANCES	582	600	600	600	600
4021	LONGEVITY PAY	628	1,300	1,300	400	400
4030	PART-TIME PERS ONLY	0	0	0	30,000	30,000
4032	PART-TIME NON-PERS	23,340	23,000	23,000	0	0
4241	P.E.R.S	85,343	101,500	99,900	125,000	136,500
4242	NON-PERSABLE COMPENSATION	1,245	1,200	1,300	1,300	1,400
4244	MEDICAL/DENTAL INSURANCE	46,055	43,400	41,100	50,800	50,800
4245	LONG TERM DISABILITY	252	200	200	300	300
4247	LIFE INSURANCE	776	700	700	900	900
4250	FICA/HOSPITAL INSURANCE	4,924	4,300	4,800	4,700	4,900
4299	VACANCY RATE	0	-12,900	0	-28,900	-14,900
Total: SALARIES & WAGES		439,838	441,100	442,600	484,100	523,100
SUPPLIES						
5110	OFFICE SUPPLIES	4,851	4,000	4,000	4,000	4,000
5125	PRINT SHOP	309	500	500	500	500
Total: SUPPLIES		5,160	4,500	4,500	4,500	4,500
OPERATING EXPENSES						
6135	LABOR RELATIONS	34,820	60,000	60,000	80,000	80,000
6140	LEGAL	55,498	85,000	105,000	60,000	80,000
6150	RECRUITMENT	26,826	25,000	25,000	20,000	30,000
6151	RECRUITING ADVERTISMENT	4,955	6,000	6,000	3,000	6,000
6152	FINGERPRINTING NEW HIRES	6,449	5,000	5,000	4,000	6,000
6160	CONTRACT SERVICES	35,235	65,500	65,500	65,000	65,000
6730	OFFICE EQUIPMENT	95	300	300	500	500
6930	MEMBERSHIP & PUBLICATIONS	1,799	1,700	1,700	1,700	1,700
6940	OFFICIAL MEETINGS	2,965	4,700	6,100	3,000	4,500
6970	TRAINING	8,038	8,500	8,500	9,000	9,000
6971	TUITION REIMBURSEMENT	0	1,700	0	0	0
6973	ERGONOMIC EQUIPMENT	7,132	10,000	6,000	8,000	8,000
6978	WELLNESS PROGRAM	8,138	15,000	15,000	10,000	20,000
6986	SUPERVISOR TRAINING	4,982	6,100	6,100	6,000	6,000
Total: OPERATING EXPENSES		196,933	294,500	310,200	270,200	316,700
Total:		641,931	740,100	757,300	758,800	844,300
Fund/Division: 0011810						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						2.53 %

THIS PAGE INTENTIONALLY LEFT BLANK

POLICE DEPARTMENT



POLICE DEPARTMENT

Description:

The Police Department provides law enforcement services to the community of Arcadia. The Department is structured with two operating divisions: The Operations Division and the Administration Division.

Operations Division

The Operations Division is the larger of the two divisions in the Department. The division is primarily responsible for daily field operations, including patrol duties, traffic enforcement, and interaction with the public. Sections within the Division include: Patrol Bureau, Traffic Bureau, S.W.A.T., Force Training Unit, and the Field Training Officer Program.

- Patrol Bureau responds to all calls for emergency services, conducts initial investigations and appropriate follow up, prepares police reports, and suppresses criminal activity through proactive law enforcement.
- Traffic Bureau provides for safe movement along public thoroughfares by regulating and enforcing pedestrian and vehicular traffic laws and parking laws.
- S.W.A.T. is a force multiplier of the Operations Division, and provides specially trained personnel in resolving unique and/or high-risk situations.
- Field Training Officer (FTO) Program trains, evaluates, and prepares new police officers for field performance. The FTO Program also conducts Advanced Officer Training for tenured police officers in the Operations Division.

Administration Division

The Administration Division includes those services necessary to support the Operations Division and other sections in the Department. Sections within the Division include: Detective Bureau, Records Bureau, Personnel and Training, Jail Operations, and Dispatch.

- Detective Bureau conducts follow-up investigation and gathering of evidence to assist in the prosecution of criminal offenses.
- Force Training Unit conducts advanced officer training in force options, to include: Firearms training, CPR recertification, less-lethal deployments, critical decision making, crowd management and control methods, and

Police Department - Continued

arrest and control techniques.

- Records Bureau processes, maintains, and disseminates information associated with police reports, criminal citations and arrests, and all supporting documents.
- Personnel and Training handles the advertising, recruiting, testing, and hiring of police personnel. It is also charged with the responsibility of assessing the Department's training needs, ensuring compliance with State mandated training requirements, providing training to employees, and maintaining training records.
- Jail Operations conducts the booking of prisoners and houses prisoners awaiting arraignment.
- Dispatch, using state-of-the-art technology, provides timely, accurate, and responsive telecommunication services to the community and the Police Department.

FY 2020-21 WORK PLAN

1. Recruit and train all sworn and non-sworn staff within the confines of the FY 2020-21 Budget.
2. Continue to develop highly trained, highly educated men and women throughout the organization through the Department's Career Development Program.
3. Continue assessment of staffing protocols to ensure appropriate staffing levels at the field level in order to further combat property crimes in Arcadia.
4. Continue to implement new Operations objectives in the Patrol Division that will increase efficiency and provide better service patrol for the Community.
5. Continue to establish and/or improve the Department's policies, procedures, and operational strategies in response to the COVID-19 pandemic, and monitor recommended steps from local, state, and federal agencies for implementation with the ultimate goal of preserving the safety and well-being of the City, staff, and residents.
6. Continue active participation in the Los Angeles Interagency Metropolitan Police Apprehension Crime Task Force (L.A. IMPACT), a multi-jurisdictional taskforce, to increase proficiency in investigating major

Police Department - Continued

crimes related to drug trafficking, gang enforcement, property crimes, and covert operation information development amongst others.

7. Expand the Police Cadet Program to reach full capacity, providing for a greater number of potential police officers for the future, and allowing for diversified learning opportunities within multiple departments.
8. Explore the potential for collaborative, regionalized police services for the future.
9. Continue participation in the West San Gabriel Valley Mental Evaluation Team (WSGMET) and collaboration with the Los Angeles County Department of Mental Health to address and combat mental health incidents, and provide mental health assistance and resources to homeless persons in Arcadia.
10. Further expand homelessness outreach efforts through the activities of the APD's Homeless Education & Liaison Program (HELP Team), which aims to improve the quality of life in Arcadia by reaching out to the homeless community and providing information, resources, and motivation with the ultimate goal of finding an alternative to life on the streets.
11. Continue additional homelessness outreach efforts through participation in Los Angeles County's Homeless Outreach Service Team (HOST) program, supported by Measure H funding, to work toward implementing the City's plan to prevent and combat homelessness in Arcadia.
12. Continue to grow and develop traffic education, engineering, and enforcement efforts. Continue to enhance D.U.I. enforcement through grant funding for checkpoints and special operations.
13. Continue administration of the false alarm program and expand the program through the City's Alarm Permit Subsidy Program.
14. Continue the growth and development of the Crime Analysis Unit in order to provide additional crime analysis resources and research support to the Department.
15. Continue the growth of the Business Watch Program out of the Community Affairs Office to help increase safety awareness and enlist the active participation of business owners in cooperation with law enforcement to reduce crime in their communities.
16. Further develop the activities of the Community Relations Liaison for the purpose of expanding the growth and development of the Neighborhood Watch Program and maintain open avenues of discourse between the

Police Department - Continued

community and the Department in an ongoing effort to keep abreast of, and sensitive to, contemporary issues in law enforcement and police-community problems.

17. Continue the expansion of our Automated License Plate Readers (ALPRs) program via a strategic build-out plan to combat criminal activity, enhance productivity, and improve officer safety through an increased collection of vehicle license plate information.
18. Expand the Department's GPS Tracking Device Program to increase misdemeanor and felony arrests of suspects committing criminal activities in various regions of the City.
19. Finalize the upgrade of the Police Dispatch Center's Customer Premise Equipment (CPE) in order keep abreast with the ever evolving public safety communication system now called New Generation 911 (NG911), which will transform the outdated system into a digital network that is faster, more efficient, more cost-effective, and safer for the public and law enforcement agencies.
20. With the continued support of the Arcadia Police Foundation, further expand the K-9 Program to support daily law enforcement operations and enhance the effectiveness of patrol duties such as handler protection, searching techniques, article searches, and narcotics detection; ultimately increasing officer safety, apprehension of suspects, and safety for the community.
21. Continue to support the mission and objectives of the Arcadia Police Foundation to address the complexities of policing in the 21st century. The foundation will continue to promote partnerships between APD and the public, mobilize community support, and enhance community understanding of law enforcement initiatives.
22. Continue the implementation of the Special Enforcement Team (SET) in order to support crime prevention and criminal apprehension along with establishing special task force connections with local and regional groups related to burglaries, gangs, drugs, and organized retail crime.
23. Monitor compliance of massage therapy related businesses.
24. Complete upgrades to the Department's Records Management System and Crimemapping system to comply with NIBRS, the FBI's new incident-based crime reporting standard by January 1, 2021.

Police Department - Continued

25. Establish participation in the Taskforce for Regional Autotheft Prevention (TRAP) Program and dedicate police resources to help deter crime in the City, specifically, Auto Theft.
26. Finalize the Department's transition to the Interagency Communications Interoperability (ICI) System with the purchase and installation of a Bi-Directional Antenna (BDA) system to increase the ICI radio reception within the Police facility.

FY20-21 EMPLOYEE COUNT BY DEPARTMENT

POLICE DEPT

<i>Position</i>	<i>FTE</i>
Administrative Assistant	1.00
Community Services Officer	3.00
Crime Analyst/Investigative Support Specialist	1.00
Dispatcher I	3.00
Dispatcher II	6.00
Logistical Services Officer	1.00
Police Captain	2.00
Police Chief	1.00
Police Lieutenant	5.00
Police Officer	51.00
Police Record Manager	1.00
Police Records Technician I	4.00
Police Records Technician II	3.00
Police Sergeant	12.00
Property, Evidence, Crime Technician	1.00
Senior Administrative Assistant	1.00
Senior Management Analyst	1.00
TOTAL	97.00

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DEPARTMENTAL SUMMARY	2100 POLICE					
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	9,225,089	9,518,600	9,049,100	9,455,700	9,615,400
4011	SPECIALIST PAY	204,361	197,300	195,800	203,800	203,800
4014	VACATION SELL BACK	191,250	210,400	208,000	208,300	208,300
4015	ALLOWANCES	6,863	6,700	6,400	4,800	4,800
4021	LONGEVITY PAY	117,084	123,500	114,500	114,100	114,100
4025	RESERVE OFFICER REG PAY	63,311	80,000	46,000	80,000	80,000
4030	PART-TIME PERS ONLY	67,033	64,200	48,100	64,200	64,200
4032	PART-TIME NON-PERS	11,284	77,900	24,800	85,300	85,300
4130	OVERTIME	690,771	709,200	563,700	723,100	723,100
4131	OVERTIME-DIRECTED ENFORC	76,971	76,300	45,600	76,300	76,300
4134	SPECIAL DUTY	86,597	103,600	175,000	103,600	103,600
4137	OVERTIME-REIMBURSABLE	26,991	45,100	17,600	45,100	45,100
4138	HOLIDAY PAY	288,935	309,900	287,700	319,700	325,800
4141	RACETRACK CONTROL	211,458	210,600	92,400	82,700	110,000
4143	BAND REVIEW	8,518	13,600	10,300	13,600	13,600
4144	FILMING	23,519	36,200	39,500	36,200	36,200
4241	P.E.R.S	5,203,418	6,132,900	5,755,100	6,572,200	6,998,800
4242	NON-PERSABLE COMPENSATIO	7,632	8,100	36,500	6,500	6,500
4244	MEDICAL/DENTAL INSURANCE	1,184,762	1,383,500	1,165,100	1,380,400	1,380,400
4245	LONG TERM DISABILITY	13,083	13,400	12,700	13,900	13,900
4247	LIFE INSURANCE	9,356	9,900	8,900	9,500	9,600
4250	FICA/HOSPITAL INSURANCE	158,162	164,100	151,600	168,600	170,900
4299	VACANCY RATE	0	-582,900	0	-910,900	-564,400
Total: SALARIES & WAGES		17,876,448	18,912,100	18,054,400	18,856,700	19,825,300
SUPPLIES						
5110	OFFICE SUPPLIES	60,286	55,300	55,300	55,300	55,300
5125	PRINT SHOP	9,319	13,600	11,500	12,000	13,600
5230	BUILDING AND GROUNDS	86,514	58,300	58,300	58,300	58,300
5260	FIELDS	90,361	90,600	76,400	77,700	84,400
5261	SWAT FIELD	16,654	22,100	22,100	22,100	22,100
5262	SAFETY EQUIPMENT	19,879	21,600	10,600	21,600	21,600
5263	FTU SUPPLIES	126,917	127,700	127,700	127,700	127,700
5270	LABORATORY	9,871	11,000	11,000	11,000	11,000
5272	PRISONER	11,918	15,000	15,000	15,000	15,000
5280	UNIFORM	145,043	152,700	159,200	167,000	167,000
5320	COMMUNICATIONS	28,587	27,400	27,000	27,400	27,400
Total: SUPPLIES		605,349	595,300	574,100	595,100	603,400
OPERATING EXPENSES						
6130	INVESTIGATION	37,640	26,800	37,100	37,100	37,100
6160	CONTRACT SERVICES	1,219,550	1,467,200	1,407,200	1,807,200	1,579,100
6210	TELEPHONE	82,895	85,200	83,100	84,700	86,400
6505	GENERAL LIABILITY	375,300	378,700	378,700	396,400	398,700
6507	WORKERS' COMPENSATION	374,000	408,400	408,400	408,400	408,400
6611	ELECTRIC	143,153	174,900	152,300	166,000	174,300
6612	GAS	16,726	16,800	15,800	16,600	17,400
6614	WATER	10,453	13,500	13,500	14,000	14,000
6730	OFFICE EQUIPMENT	9,436	14,100	14,100	14,100	14,100
6750	VEHICLE MAINTENANCE	510,373	488,500	496,500	245,000	246,000

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
6751	VEHICLE FUEL USAGE	0	0	0	120,600	133,600
6752	VEHICLE 3RD PARTY SVC	0	0	0	95,400	96,000
6760	BUILDING REPAIR & MAINT	31,632	33,400	32,000	33,400	33,400
6930	MEMBERSHIP & PUBLICATIONS	5,169	5,500	5,500	5,500	5,500
6940	OFFICIAL MEETINGS	31,808	31,800	21,800	54,800	58,900
6960	EQUIPMENT REPLACEMENT	1,203,362	485,700	787,800	399,100	724,000
6970	TRAINING	44,844	56,800	56,800	70,400	66,300
6971	TUITION REIMBURSEMENT	16,919	17,000	17,000	17,000	17,000
6972	STC TRAINING	0	1,000	1,000	1,000	1,000
6974	K9 TRAINING	0	7,200	7,200	7,200	7,200
6975	SWAT TRAINING	4,874	3,000	4,000	3,000	3,000
6976	LER POLICE ACADEMY	1,729	18,000	0	18,000	18,000
6977	EMPLOYEE SUPPORT	4,798	5,200	5,200	5,200	5,200
Total: OPERATING EXPENSES		4,124,662	3,738,700	3,945,000	4,020,100	4,144,600
SPECIAL PROGRAMS						
7157	CHAPLAIN PROGRAM	246	500	0	500	500
7158	EXPLORER PROGRAM	0	1,000	0	1,000	1,000
Total: SPECIAL PROGRAMS		246	1,500	0	1,500	1,500
Total Division: 22,606,705 23,247,600 22,573,500 23,473,400 24,574,800						

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR 0.97 %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 2101		POLICE-ADMIN				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	772,261	782,600	773,600	782,700	782,700
4011	SPECIALIST PAY	7,672	7,900	8,100	8,000	8,000
4014	VACATION SELL BACK	26,114	23,400	35,000	24,000	24,000
4015	ALLOWANCES	1,961	1,900	1,900	1,900	1,900
4021	LONGEVITY PAY	8,915	9,900	9,800	10,700	10,700
4130	OVERTIME	17,886	27,300	15,000	27,300	27,300
4138	HOLIDAY PAY	7,904	8,300	8,000	8,300	8,300
4241	P.E.R.S.	404,696	468,500	466,100	507,000	531,400
4242	NON-PERSABLE COMPENSATION	2,501	2,600	3,300	2,600	2,600
4244	MEDICAL/DENTAL INSURANCE	90,945	91,300	88,500	91,300	91,300
4245	LONG TERM DISABILITY	637	600	600	700	700
4247	LIFE INSURANCE	1,598	1,700	1,500	1,700	1,700
4250	FICA/HOSPITAL INSURANCE	12,392	12,100	12,700	12,400	12,400
4299	VACANCY RATE	0	-42,800	0	-71,600	-43,500
Total: SALARIES & WAGES		1,355,480	1,395,300	1,424,100	1,407,000	1,459,500
SUPPLIES						
5110	OFFICE SUPPLIES	1,022	3,300	3,300	3,300	3,300
5280	UNIFORM	4,145	3,800	900	4,100	4,100
Total: SUPPLIES		5,167	7,100	4,200	7,400	7,400
OPERATING EXPENSES						
6160	CONTRACT SERVICES	23,067	42,200	22,400	44,400	44,400
6505	GENERAL LIABILITY	375,300	378,700	378,700	396,400	398,700
6730	OFFICE EQUIPMENT	131	600	600	600	600
6750	VEHICLE MAINTENANCE	28,217	25,000	25,000	12,300	12,300
6751	VEHICLE FUEL USAGE	0	0	0	6,900	7,700
6752	VEHICLE 3RD PARTY SVC	0	0	0	3,700	3,700
6940	OFFICIAL MEETINGS	1,940	1,200	1,200	1,200	1,200
6960	EQUIPMENT REPLACEMENT	1,203,362	485,700	787,800	399,100	724,000
6977	EMPLOYEE SUPPORT	4,798	5,200	5,200	5,200	5,200
Total: OPERATING EXPENSES		1,636,815	938,600	1,220,900	869,800	1,197,800
Total:		2,997,461	2,341,000	2,649,200	2,284,200	2,664,700

Fund/Division: 0012101

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(2.43) %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 2102		POLICE-BUILDING				
SUPPLIES						
5230	BUILDING AND GROUNDS	86,514	58,300	58,300	58,300	58,300
Total: SUPPLIES		86,514	58,300	58,300	58,300	58,300
OPERATING EXPENSES						
6160	CONTRACT SERVICES	165,775	165,300	170,000	189,700	189,700
6611	ELECTRIC	143,153	174,900	152,300	166,000	174,300
6612	GAS	16,726	16,800	15,800	16,600	17,400
6614	WATER	10,453	13,500	13,500	14,000	14,000
6750	VEHICLE MAINTENANCE	5,019	4,500	4,500	2,500	2,500
6751	VEHICLE FUEL USAGE	0	0	0	900	1,000
6752	VEHICLE 3RD PARTY SVC	0	0	0	1,300	1,300
6760	BUILDING REPAIR & MAINT	31,632	33,400	32,000	33,400	33,400
Total: OPERATING EXPENSES		372,759	408,400	388,100	424,400	433,600
Total:		459,273	466,700	446,400	482,700	491,900

Fund/Division: 0012102

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

3.43 %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 2103	POLICE-COMMUNICATION					
SALARIES & WAGES						
Total: SALARIES & WAGES		0		0		0
SUPPLIES						
5320 COMMUNICATIONS		10,834	10,000	10,000	10,000	10,000
Total: SUPPLIES		10,834	10,000	10,000	10,000	10,000
OPERATING EXPENSES						
6160 CONTRACT SERVICES		39,255	112,800	89,400	112,800	112,800
6210 TELEPHONE		82,895	85,200	83,100	84,700	86,400
Total: OPERATING EXPENSES		122,150	198,000	172,500	197,500	199,200
Total:		132,984	208,000	182,500	207,500	209,200

Fund/Division: 0012103

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(0.24) %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 2104		POLICE-TRAFFIC				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	267,047	304,100	117,500	171,300	179,900
4011	SPECIALIST PAY	16,027	17,000	6,800	10,000	10,000
4014	VACATION SELL BACK	7,081	15,600	16,000	16,000	16,000
4021	LONGEVITY PAY	3,823	3,600	1,300	0	0
4130	OVERTIME	12,720	23,100	1,400	23,100	23,100
4138	HOLIDAY PAY	17,601	12,500	8,700	6,600	6,900
4141	RACETRACK CONTROL	211,458	210,600	92,400	82,700	110,000
4143	BAND REVIEW	8,518	13,600	10,300	13,600	13,600
4241	P.E.R.S.	166,596	210,700	83,400	115,000	129,100
4244	MEDICAL/DENTAL INSURANCE	30,812	44,300	16,100	29,600	29,600
4245	LONG TERM DISABILITY	454	500	200	300	300
4247	LIFE INSURANCE	163	200	100	100	100
4250	FICA/HOSPITAL INSURANCE	7,652	8,500	3,800	5,800	5,900
4299	VACANCY RATE	0	-25,800	0	-92,200	-10,500
Total: SALARIES & WAGES		749,952	838,500	358,000	381,900	514,000
SUPPLIES						
5260	FIELDS	-68	3,700	300	3,700	3,700
5280	UNIFORM	2,250	3,800	2,500	2,000	2,000
Total: SUPPLIES		2,182	7,500	2,800	5,700	5,700
OPERATING EXPENSES						
6160	CONTRACT SERVICES	175,175	209,400	197,000	220,000	220,000
6750	VEHICLE MAINTENANCE	11,199	13,000	13,000	6,400	6,400
6751	VEHICLE FUEL USAGE	0	0	0	2,500	2,700
6752	VEHICLE 3RD PARTY SVC	0	0	0	3,400	3,400
Total: OPERATING EXPENSES		186,374	222,400	210,000	232,300	232,500
Total:		938,508	1,068,400	570,800	619,900	752,200
Fund/Division: 0012104						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						(41.98) %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 2105		POLICE-INVESTIGATION				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	1,409,400	1,722,300	1,444,400	1,643,900	1,643,900
4011	SPECIALIST PAY	71,007	69,700	75,800	75,900	75,900
4014	VACATION SELL BACK	34,334	39,000	35,700	39,000	39,000
4015	ALLOWANCES	0	1,000	0	1,000	1,000
4021	LONGEVITY PAY	20,294	27,300	24,100	27,300	27,300
4130	OVERTIME	107,166	92,600	84,800	92,600	92,600
4137	OVERTIME-REIMBURSABLE	26,282	40,000	17,600	40,000	40,000
4138	HOLIDAY PAY	48,977	61,100	49,600	58,400	58,400
4241	P.E.R.S.	883,329	1,213,200	1,007,300	1,263,600	1,322,800
4242	NON-PERSABLE COMPENSATION	0	800	4,800	800	800
4244	MEDICAL/DENTAL INSURANCE	186,217	235,000	191,700	220,200	220,200
4245	LONG TERM DISABILITY	2,140	2,500	2,200	2,300	2,300
4247	LIFE INSURANCE	829	1,400	700	1,400	1,400
4250	FICA/HOSPITAL INSURANCE	24,583	29,200	23,100	28,700	28,700
4299	VACANCY RATE	0	-106,000	0	-163,000	-101,400
Total: SALARIES & WAGES		2,814,557	3,429,100	2,961,800	3,332,100	3,452,900
SUPPLIES						
5260	FIELDS	16,197	26,000	10,000	19,800	19,800
5280	UNIFORM	10,500	13,500	14,200	19,300	19,300
Total: SUPPLIES		26,697	39,500	24,200	39,100	39,100
OPERATING EXPENSES						
6130	INVESTIGATION	37,640	26,800	37,100	37,100	37,100
6160	CONTRACT SERVICES	48,628	62,900	62,900	76,900	76,900
6750	VEHICLE MAINTENANCE	55,118	57,000	66,000	32,500	33,000
6751	VEHICLE FUEL USAGE	0	0	0	11,600	13,000
6752	VEHICLE 3RD PARTY SVC	0	0	0	18,400	18,700
Total: OPERATING EXPENSES		141,385	146,700	166,000	176,500	178,700
Total:		2,982,639	3,615,300	3,152,000	3,547,700	3,670,700
Fund/Division: 0012105		OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				
						(1.87) %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 2106		POLICE-LABORATORY				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	75,368	75,900	76,500	75,900	75,900
4014	VACATION SELL BACK	0	4,000	0	0	0
4021	LONGEVITY PAY	1,441	1,600	1,700	1,600	1,600
4130	OVERTIME	0	2,800	1,100	2,800	2,800
4138	HOLIDAY PAY	0	3,000	700	3,000	3,000
4241	P.E.R.S	25,057	30,900	30,100	32,400	34,100
4244	MEDICAL/DENTAL INSURANCE	13,026	13,100	13,000	13,100	13,100
4245	LONG TERM DISABILITY	92	100	100	100	100
4247	LIFE INSURANCE	62	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	1,281	1,200	1,300	1,200	1,200
4299	VACANCY RATE	0	-4,000	0	-3,800	-3,900
Total: SALARIES & WAGES		116,325	128,700	124,600	126,400	128,000
SUPPLIES						
5270	LABORATORY	9,702	11,000	11,000	11,000	11,000
Total: SUPPLIES		9,702	11,000	11,000	11,000	11,000
Total:		126,027	139,700	135,600	137,400	139,000

Fund/Division: 0012106

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(1.65) %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 2107		POLICE-PATROL				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	5,222,798	5,080,100	5,177,200	5,235,900	5,373,100
4011	SPECIALIST PAY	70,900	66,400	64,300	68,800	68,800
4014	VACATION SELL BACK	107,108	104,300	104,300	104,300	104,300
4015	ALLOWANCES	4,902	3,800	4,500	1,900	1,900
4021	LONGEVITY PAY	55,321	51,100	48,400	44,200	44,200
4025	RESERVE OFFICER REG PAY	63,311	80,000	46,000	80,000	80,000
4130	OVERTIME	407,025	420,200	285,200	420,200	420,200
4131	OVERTIME-DIRECTED ENFORCM	76,971	76,300	45,600	76,300	76,300
4134	SPECIAL DUTY	86,597	103,600	175,000	103,600	103,600
4137	OVERTIME-REIMBURSABLE	710	5,100	0	5,100	5,100
4138	HOLIDAY PAY	167,099	166,900	162,900	185,500	190,600
4144	FILMING	23,519	36,200	39,500	36,200	36,200
4241	P.E.R.S	3,113,549	3,440,900	3,451,600	3,832,200	4,111,900
4242	NON-PERSABLE COMPENSATION	4,614	4,200	25,900	2,600	2,600
4244	MEDICAL/DENTAL INSURANCE	579,601	687,800	586,800	714,200	714,200
4245	LONG TERM DISABILITY	7,590	7,400	7,600	8,000	8,000
4247	LIFE INSURANCE	5,173	4,900	5,000	4,400	4,500
4250	FICA/HOSPITAL INSURANCE	86,081	85,500	84,500	92,300	94,300
4299	VACANCY RATE	0	-312,500	0	-431,700	-318,100
Total: SALARIES & WAGES		10,082,868	10,112,200	10,314,300	10,584,000	11,121,700
SUPPLIES						
5260	FIELDS	20,175	31,700	31,700	25,000	31,700
5261	SWAT FIELD	16,654	22,100	22,100	22,100	22,100
5262	SAFETY EQUIPMENT	19,879	20,000	9,000	20,000	20,000
5263	FTU SUPPLIES	126,917	127,700	127,700	127,700	127,700
5272	PRISONER	11,918	15,000	15,000	15,000	15,000
5280	UNIFORM	119,339	120,000	130,000	129,000	129,000
Total: SUPPLIES		314,881	336,500	335,500	338,800	345,500
OPERATING EXPENSES						
6160	CONTRACT SERVICES	646,276	700,100	693,600	976,900	748,800
6507	WORKERS' COMPENSATION	374,000	408,400	408,400	408,400	408,400
6750	VEHICLE MAINTENANCE	403,253	380,000	380,000	187,300	187,300
6751	VEHICLE FUEL USAGE	0	0	0	97,700	107,900
6752	VEHICLE 3RD PARTY SVC	0	0	0	65,700	65,700
Total: OPERATING EXPENSES		1,423,528	1,488,500	1,482,000	1,736,000	1,518,100
Total:		11,821,277	11,937,200	12,131,800	12,658,800	12,985,300

Fund/Division: 0012107

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

6.04 %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 2108		POLICE-RECORDS				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	413,121	432,700	401,400	431,100	436,900
4011	SPECIALIST PAY	5,369	4,500	8,500	4,500	4,500
4014	VACATION SELL BACK	4,256	5,100	2,000	5,000	5,000
4021	LONGEVITY PAY	6,211	7,300	7,400	7,600	7,600
4130	OVERTIME	10,623	13,000	3,700	13,000	13,000
4138	HOLIDAY PAY	6,233	13,000	13,000	12,900	13,200
4241	P.E.R.S.	133,024	168,800	156,400	176,300	188,200
4242	NON-PERSABLE COMPENSATION	517	500	500	500	500
4244	MEDICAL/DENTAL INSURANCE	101,694	108,900	98,100	108,900	108,900
4245	LONG TERM DISABILITY	690	700	600	800	800
4247	LIFE INSURANCE	717	700	700	800	800
4250	FICA/HOSPITAL INSURANCE	6,325	6,000	6,100	6,100	6,200
4299	VACANCY RATE	0	-22,900	0	-58,700	-23,000
Total: SALARIES & WAGES		688,779	738,300	698,400	708,800	762,600
SUPPLIES						
5110	OFFICE SUPPLIES	59,264	52,000	52,000	52,000	52,000
5125	PRINT SHOP	9,319	13,600	11,500	12,000	13,600
5280	UNIFORM	5,068	6,000	6,000	6,000	6,000
Total: SUPPLIES		73,651	71,600	69,500	70,000	71,600
OPERATING EXPENSES						
6160	CONTRACT SERVICES	62,143	79,600	79,600	80,000	80,000
6730	OFFICE EQUIPMENT	5,868	7,000	7,000	7,000	7,000
6940	OFFICIAL MEETINGS	436	600	600	600	600
Total: OPERATING EXPENSES		68,447	87,200	87,200	87,600	87,600
Total:		830,878	897,100	855,100	866,400	921,800
Fund/Division: 0012108						(3.42) %
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 2109		POLICE-COMMUNITY AFFAIRS				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	61,076	59,300	66,900	59,300	59,300
4021	LONGEVITY PAY	1,639	1,600	1,700	1,600	1,600
4030	PART-TIME PERS ONLY	22,208	23,000	23,000	23,000	23,000
4130	OVERTIME	2,442	2,800	2,400	2,800	2,800
4138	HOLIDAY PAY	0	2,300	1,100	2,300	2,300
4241	P.E.R.S.	26,782	24,300	31,900	25,400	26,800
4244	MEDICAL/DENTAL INSURANCE	12,855	13,100	12,800	13,100	13,100
4245	LONG TERM DISABILITY	92	100	100	100	100
4247	LIFE INSURANCE	40	100	0	100	100
4250	FICA/HOSPITAL INSURANCE	1,208	1,300	1,200	1,300	1,300
4299	VACANCY RATE	0	-3,800	0	-3,100	-3,100
Total: SALARIES & WAGES		128,341	124,100	141,100	125,900	127,300
SUPPLIES						
5260	FIELDS	36,746	12,500	8,000	12,500	12,500
Total: SUPPLIES		36,746	12,500	8,000	12,500	12,500
OPERATING EXPENSES						
6160	CONTRACT SERVICES	41,837	42,200	31,700	44,400	44,400
6750	VEHICLE MAINTENANCE	2,707	4,000	4,000	2,000	2,000
6751	VEHICLE FUEL USAGE	0	0	0	200	200
6752	VEHICLE 3RD PARTY SVC	0	0	0	1,900	1,900
Total: OPERATING EXPENSES		44,544	46,200	35,700	48,500	48,500
SPECIAL PROGRAMS						
7157	CHAPLAIN PROGRAM	246	500	0	500	500
7158	EXPLORER PROGRAM	0	1,000	0	1,000	1,000
Total: SPECIAL PROGRAMS		246	1,500	0	1,500	1,500
Total:		209,877	184,300	184,800	188,400	189,800
Fund/Division: 0012109						2.22 %
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						

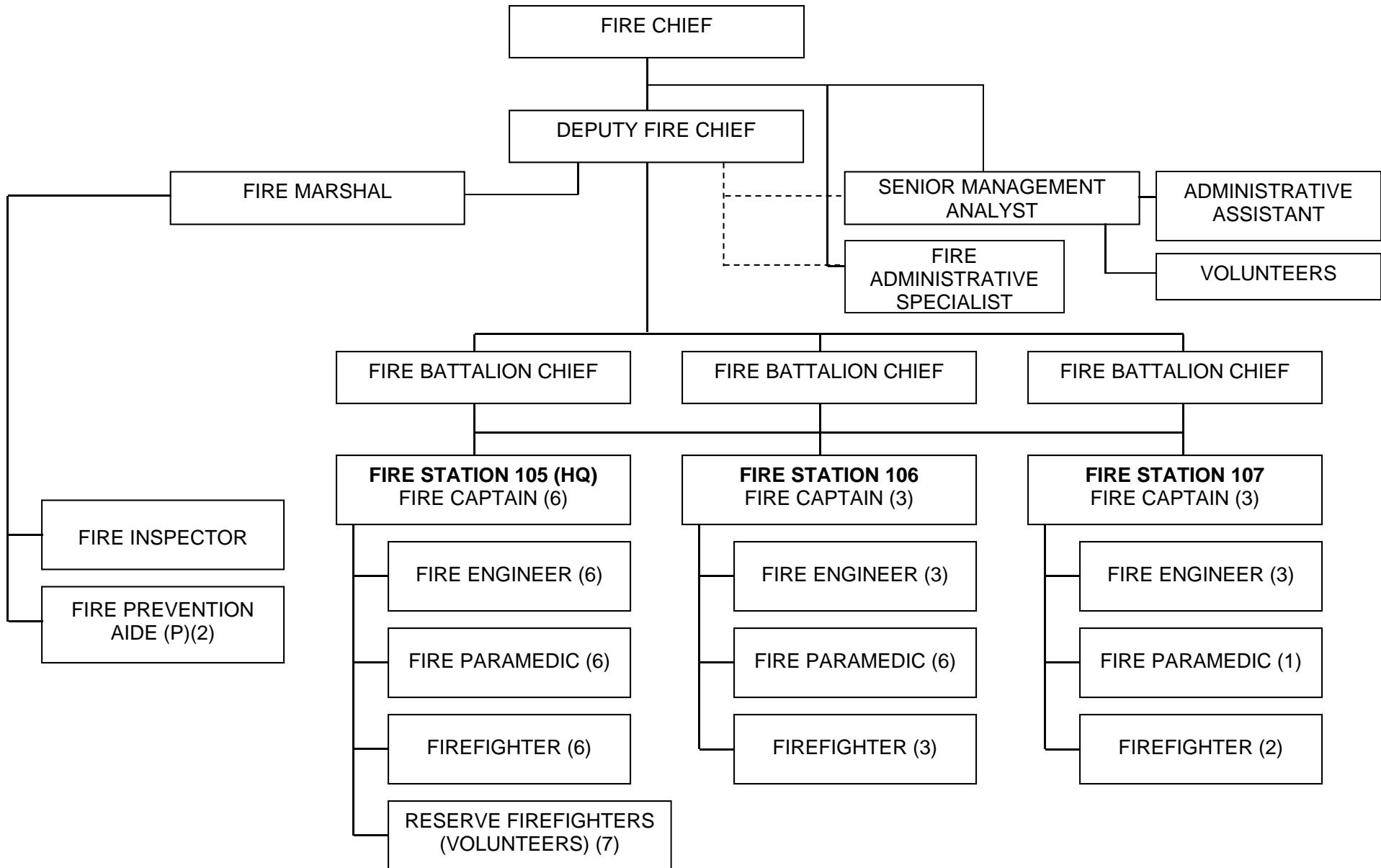
ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 2110		POLICE-TRAINING				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	204,662	281,900	303,200	308,200	308,200
4011	SPECIALIST PAY	7,726	7,700	13,800	13,200	13,200
4014	VACATION SELL BACK	0	8,000	3,000	8,000	8,000
4021	LONGEVITY PAY	4,376	4,400	6,100	6,600	6,600
4030	PART-TIME PERS ONLY	44,825	41,200	25,100	41,200	41,200
4032	PART-TIME NON-PERS	11,284	77,900	24,800	85,300	85,300
4130	OVERTIME	802	10,200	3,700	10,200	10,200
4138	HOLIDAY PAY	8,070	11,300	12,200	12,600	12,600
4241	P.E.R.S.	129,714	180,200	211,900	226,700	237,400
4242	NON-PERSABLE COMPENSATION	0	0	700	0	0
4244	MEDICAL/DENTAL INSURANCE	28,172	42,600	36,400	42,600	42,600
4245	LONG TERM DISABILITY	262	400	400	400	400
4247	LIFE INSURANCE	123	200	200	200	200
4250	FICA/HOSPITAL INSURANCE	3,903	6,300	5,300	7,000	7,000
4299	VACANCY RATE	0	-20,100	0	-18,700	-18,800
Total: SALARIES & WAGES		443,918	652,200	646,800	743,500	754,100
SUPPLIES						
5262	SAFETY EQUIPMENT	0	1,600	1,600	1,600	1,600
5280	UNIFORM	750	2,100	2,600	2,600	2,600
5320	COMMUNICATIONS	17,753	17,400	17,000	17,400	17,400
Total: SUPPLIES		18,503	21,100	21,200	21,600	21,600
OPERATING EXPENSES						
6160	CONTRACT SERVICES	12,983	21,400	39,300	40,600	40,600
6730	OFFICE EQUIPMENT	2,922	5,000	5,000	5,000	5,000
6750	VEHICLE MAINTENANCE	4,861	5,000	4,000	2,000	2,500
6751	VEHICLE FUEL USAGE	0	0	0	800	1,100
6752	VEHICLE 3RD PARTY SVC	0	0	0	1,000	1,300
6930	MEMBERSHIP & PUBLICATIONS	5,169	5,500	5,500	5,500	5,500
6940	OFFICIAL MEETINGS	29,432	30,000	20,000	53,000	57,100
6970	TRAINING	44,844	50,800	50,800	60,300	60,300
6971	TUITION REIMBURSEMENT	16,919	17,000	17,000	17,000	17,000
6972	STC TRAINING	0	1,000	1,000	1,000	1,000
6975	SWAT TRAINING	4,874	3,000	4,000	3,000	3,000
6976	LER POLICE ACADEMY	1,729	18,000	0	18,000	18,000
Total: OPERATING EXPENSES		123,733	156,700	146,600	207,200	212,400
Total:		586,154	830,000	814,600	972,300	988,100
Fund/Division: 0012110						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						17.14 %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 2113		DISPATCH				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	592,483	564,400	527,400	539,000	546,000
4011	SPECIALIST PAY	1,431	0	1,600	1,000	1,000
4014	VACATION SELL BACK	9,504	5,000	7,000	6,000	6,000
4021	LONGEVITY PAY	12,127	13,400	12,400	12,900	12,900
4130	OVERTIME	130,379	86,100	160,600	100,000	100,000
4138	HOLIDAY PAY	23,902	22,200	22,600	21,200	21,500
4241	P.E.R.S.	186,211	227,500	204,100	226,000	240,900
4244	MEDICAL/DENTAL INSURANCE	110,806	117,800	102,800	117,800	117,800
4245	LONG TERM DISABILITY	788	800	700	900	900
4247	LIFE INSURANCE	529	500	500	600	600
4250	FICA/HOSPITAL INSURANCE	11,588	9,900	11,000	9,800	9,900
4299	VACANCY RATE	0	-31,400	0	-54,700	-28,500
Total: SALARIES & WAGES		1,079,749	1,016,200	1,050,700	980,500	1,029,000
SUPPLIES						
5280	UNIFORM	1,491	2,000	2,000	2,000	2,000
Total: SUPPLIES		1,491	2,000	2,000	2,000	2,000
OPERATING EXPENSES						
6160	CONTRACT SERVICES	4,412	31,300	21,300	21,500	21,500
6730	OFFICE EQUIPMENT	515	1,500	1,500	1,500	1,500
Total: OPERATING EXPENSES		4,927	32,800	22,800	23,000	23,000
Total:		1,086,166	1,051,000	1,075,500	1,005,500	1,054,000
Fund/Division: 0012113						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						(4.33) %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 2114		POLICE SERVICE DOG (K-9)				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	206,874	215,300	161,000	208,400	209,500
4011	SPECIALIST PAY	24,229	24,100	16,900	22,400	22,400
4014	VACATION SELL BACK	2,853	6,000	5,000	6,000	6,000
4021	LONGEVITY PAY	2,938	3,300	1,600	1,600	1,600
4130	OVERTIME	1,728	31,100	5,800	31,100	31,100
4138	HOLIDAY PAY	9,149	9,300	8,900	8,900	9,000
4241	P.E.R.S.	134,460	167,900	112,300	167,600	176,200
4242	NON-PERSABLE COMPENSATION	0	0	1,300	0	0
4244	MEDICAL/DENTAL INSURANCE	30,635	29,600	18,900	29,600	29,600
4245	LONG TERM DISABILITY	340	300	200	300	300
4247	LIFE INSURANCE	123	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	3,149	4,100	2,600	4,000	4,000
4299	VACANCY RATE	0	-13,600	0	-13,400	-13,600
Total: SALARIES & WAGES		416,479	477,500	334,600	466,600	476,200
SUPPLIES						
5260	FIELDS	17,311	16,700	26,400	16,700	16,700
5270	LABORATORY	169	0	0	0	0
5280	UNIFORM	1,500	1,500	1,000	2,000	2,000
Total: SUPPLIES		18,980	18,200	27,400	18,700	18,700
OPERATING EXPENSES						
6970	TRAINING	0	6,000	6,000	10,100	6,000
6974	K9 TRAINING	0	7,200	7,200	7,200	7,200
Total: OPERATING EXPENSES		0	13,200	13,200	17,300	13,200
Total:		435,459	508,900	375,200	502,600	508,100
Fund/Division: 0012114						(1.24) %
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						

THIS PAGE INTENTIONALLY LEFT BLANK

FIRE DEPARTMENT



FIRE DEPARTMENT

Description:

The Arcadia Fire Department is dedicated to safeguarding the welfare of the people, property, and environment in the community by providing the highest quality services in fire prevention, fire suppression, paramedics, and emergency response. The Department fulfills its duties through a proactive approach to fire protection and rescue services, ongoing personnel training, procurement of safe and quality equipment, and continuous public education on fire and life safety issues.

The Fire Department is divided into six (6) divisions: Administration, Buildings and Grounds, Fire Prevention Bureau, Paramedics, Suppression, and Emergency Services. Each division's principle responsibilities are as follows:

- The Administration Division provides overall leadership, management, and administrative support of the department. The division is responsible for providing Fire Department staff with daily, mid-range, and long-term directions, preparing the department's budget, managing grants, and facilitating communications both within the department and with members of the public.
- The Buildings and Grounds Division is responsible for the maintenance of the grounds of three (3) fire stations to ensure quality facilities while upholding fiscal responsibility for the community and the City government.
- The Fire Prevention Bureau promotes life-saving and property protection through fire prevention inspection, investigation, engineering efforts, arson training, public education, and community outreach activities.
- The Paramedics Division delivers emergency medical services and prehospital care with Basic Life Support (BLS) and Advanced Life Support (ALS) services. The division is also responsible for the provision of training and certification opportunities in accordance with State and County mandates and policies, as well as the procurement and maintenance of quality emergency medical equipment and supplies.
- The Suppression Division provides citizens with services relating to firefighting, hazardous material conditions, and disaster response. The division is also in charge of providing mandatory and continuous training for new recruits and in-service fire suppression members, as well as the procurement, maintenance, and specifications development of firefighting equipment and tools.

Fire Department - Continued

- The Emergency Services Division coordinates the City of Arcadia's emergency operations during a natural or human-caused disaster. In the event of an activation of the Emergency Operations Center (EOC), a Fire Battalion Chief serves as the Emergency Services Coordinator for the City.

FY 2020-21 Work Plan:

The following items highlight the Fire Department's major work plan elements for the upcoming fiscal year:

1. Train, mentor, and develop new and current staff members for succession planning. Be proactive in hiring and promotional testing processes to maintain staffing levels and minimize constant staffing personnel expenses.
2. Continue to provide Fire Suppression personnel with the most current and advanced firefighting techniques/training to promote fire ground safety.
3. Research and apply for Federal, State, and private grant opportunities for firefighter training and the procurement of firefighting equipment. Continue to maintain detailed grant records of current and past awards for compliance and to prepare for audits.
4. Coordinate two (2) Emergency Operations Center (EOC) exercises for all applicable City personnel. Update and modernize the EOC to better facilitate lines of communication among divisions during EOC activations.
5. Continue to monitor and control the department budget, including constant staffing and strike team expenses. Explore all avenues of cost recovery and reimbursements through State and Federal agencies.
6. Provide emergency medical services training to personnel and maintain equipment and supplies necessary to meet service level demands as well as comply with Los Angeles County Department of Health Services mandates.
7. Provide quality fiscal management in developing specifications, procurement, maintenance, and repairs for vehicles, apparatus, facilities, and firefighting equipment.
8. Continue to promote fire safety and protection in the community and reduce the possibility for fire in all buildings through public education, fire prevention inspections, and stringent plan review and inspection of all construction projects.

Fire Department - Continued

9. Continue to enhance the department's paramedic service model with the goal of fully upgrading its Firefighter positions to Firefighter/Paramedic positions.
10. In collaboration with the City Manager's Office, conduct a feasibility study for the provision of fire response services to the City of Sierra Madre by the City of Arcadia. The study will evaluate the impact and viability of providing these services to Sierra Madre while maintaining and/or enhancing the City of Arcadia's current level of services including its "Class 1" status.
11. Continue to develop a Wellness Program for the department members to maintain high level of job performance. This will be accomplished by developing a peer support program, re-examining the annual physical process, and incorporating best practices for cancer prevention.
12. In response to the increased employee attrition during FY 2019-20, provide additional training and equipment, as needed, to support newly hired and promoted personnel.
13. Conduct a departmental-wide "Purpose Workshop" to develop a strategic plan for the next five years to help identify and/or reinforce the department's vision/priorities that would help meet its critical goals, with its available resources, while maintaining delivery of quality services to its community and stakeholders.

FY20-21 EMPLOYEE COUNT BY DEPARTMENT

FIRE DEPT

<i>Position</i>	<i>FTE</i>
Administrative Assistant	1.00
Deputy Fire Chief	1.00
Fire Administrative Specialist	1.00
Fire Battalion Chief	3.00
Fire Captain	12.00
Fire Chief	1.00
Fire Engineer	12.00
Fire Fighter	11.00
Fire Inspector	1.00
Fire Marshal	1.00
Fire Paramedic	13.00
Senior Management Analyst	1.00
TOTAL	58.00

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DEPARTMENTAL SUMMARY	2200 FIRE					
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	6,549,557	6,739,500	6,570,700	6,555,600	6,643,700
4011	SPECIALIST PAY	72,658	77,200	76,500	63,600	63,600
4014	VACATION SELL BACK	49,918	33,500	47,700	34,800	34,800
4015	ALLOWANCES	6,128	6,000	5,800	5,000	5,000
4021	LONGEVITY PAY	79,176	82,000	80,700	79,400	79,400
4032	PART-TIME NON-PERS	17,159	25,000	10,500	25,000	25,000
4130	OVERTIME	883,979	961,800	1,045,400	985,900	985,900
4132	OVERTIME-STRIKETEAM	231,409	212,000	98,700	212,000	212,000
4135	.5 OVERTIME	372,257	410,300	476,700	420,500	420,500
4136	0.5 OVERTIME STRIKETEAM	110,091	95,000	43,400	95,000	95,000
4138	HOLIDAY PAY	289,236	273,400	284,000	271,700	276,100
4139	.05 PERS FLSA PAY	128,601	151,500	120,200	136,000	136,000
4144	FILMING	30,790	36,000	26,100	36,000	36,000
4241	P.E.R.S.	3,958,591	4,547,900	4,334,700	4,791,300	5,100,800
4242	NON-PERSABLE COMPENSATIOI	120,208	120,900	187,100	122,500	122,500
4244	MEDICAL/DENTAL INSURANCE	741,266	829,800	714,200	827,400	827,400
4245	LONG TERM DISABILITY	1,171	900	1,000	900	900
4247	LIFE INSURANCE	6,290	6,300	5,700	6,300	6,300
4250	FICA/HOSPITAL INSURANCE	125,037	131,300	129,500	129,200	130,400
4299	VACANCY RATE	0	-383,700	0	-384,800	-391,500
Total: SALARIES & WAGES		13,773,521	14,356,600	14,258,600	14,413,300	14,809,800
SUPPLIES						
5110	OFFICE SUPPLIES	17,420	18,200	18,200	18,200	18,200
5115	PROGRAM EXPENSES	1,353	1,600	1,600	1,600	1,600
5121	PUBLIC EDUCATION SUPPLIES	3,016	3,000	3,000	3,000	3,200
5125	PRINT SHOP	2,173	2,400	2,400	2,400	2,400
5230	BUILDING AND GROUNDS	29,907	27,500	27,500	28,500	29,500
5260	FIELDS	96,146	98,300	98,300	104,300	104,000
5280	UNIFORM	78,365	79,900	79,900	79,900	79,900
5420	FIRE FIGHTING EQUIPMENT	25,191	7,200	7,200	7,400	7,600
Total: SUPPLIES		253,571	238,100	238,100	245,300	246,400
OPERATING EXPENSES						
6125	ARSON PROGRAM	1,592	1,700	1,700	1,700	1,700
6160	CONTRACT SERVICES	501,416	499,400	499,400	548,300	572,400
6210	TELEPHONE	30,805	31,000	34,700	35,400	36,100
6505	GENERAL LIABILITY	252,500	254,800	254,800	266,700	268,300
6507	WORKERS' COMPENSATION	323,600	353,300	353,300	353,300	353,300
6611	ELECTRIC	82,066	93,300	91,800	100,000	105,000
6612	GAS	16,947	17,400	16,600	17,400	18,300
6614	WATER	8,278	9,000	12,000	13,000	13,000
6710	COMMUNICATIONS	37,898	38,000	38,000	38,000	38,000
6730	OFFICE EQUIPMENT	297	300	300	300	300
6750	VEHICLE MAINTENANCE	452,023	389,000	465,000	204,700	204,700
6751	VEHICLE FUEL USAGE	0	0	0	52,300	57,800
6752	VEHICLE 3RD PARTY SVC	0	0	0	142,400	142,400
6760	BUILDING REPAIR & MAINT	43,024	45,000	45,000	47,100	46,000
6765	TRAINING CENTER MAINT	18,404	10,000	10,000	10,000	10,000
6770	PARAMEDIC EQUIPMENT	3,218	3,100	3,100	3,100	3,100

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
6780	PORTABLE EQUIPMENT	2,124	2,100	2,100	2,200	2,300
6903	PERMITS FEES	3,461	4,000	4,000	4,000	4,000
6922	LIBRARY MATERIALS	2,328	5,000	5,000	3,000	3,100
6930	MEMBERSHIP & PUBLICATIONS	3,176	3,800	3,700	3,800	3,800
6940	OFFICIAL MEETINGS	1,137	2,000	2,000	1,500	2,000
6960	EQUIPMENT REPLACEMENT	590,751	1,263,700	1,271,600	187,200	1,522,800
6970	TRAINING	27,317	34,900	31,400	34,400	43,000
6971	TUITION REIMBURSEMENT	30,937	35,000	32,200	37,000	37,000
6977	EMPLOYEE SUPPORT	2,887	2,900	2,900	2,900	2,900
Total: OPERATING EXPENSES		2,436,184	3,098,700	3,180,600	2,109,700	3,491,300
SPECIAL PROGRAMS						
7233	AUX FIREFIGHTER PROGRAM	6,978	7,000	7,000	7,000	10,000
Total: SPECIAL PROGRAMS		6,978	7,000	7,000	7,000	10,000
Total Division:		16,470,254	17,700,400	17,684,300	16,775,300	18,557,500

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR (5.23)%

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 2201		FIRE-ADMIN				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	566,078	572,300	577,100	572,300	572,300
4011	SPECIALIST PAY	965	1,000	1,000	1,000	1,000
4014	VACATION SELL BACK	25,864	28,600	47,000	29,900	29,900
4015	ALLOWANCES	2,574	2,500	2,500	2,500	2,500
4021	LONGEVITY PAY	8,752	8,700	8,800	8,700	8,700
4032	PART-TIME NON-PERS	2,793	0	0	0	0
4241	P.E.R.S	294,225	337,800	341,300	365,300	382,800
4242	NON-PERSABLE COMPENSATION	2,494	2,500	2,500	2,500	2,500
4244	MEDICAL/DENTAL INSURANCE	62,837	63,400	62,600	63,400	63,400
4245	LONG TERM DISABILITY	468	300	400	400	400
4247	LIFE INSURANCE	1,473	1,500	1,400	1,600	1,600
4250	FICA/HOSPITAL INSURANCE	9,035	8,400	10,100	8,800	8,800
4299	VACANCY RATE	0	-30,000	0	-30,800	-30,900
Total: SALARIES & WAGES		977,556	997,000	1,054,700	1,025,600	1,043,000
SUPPLIES						
5110	OFFICE SUPPLIES	17,420	18,000	18,000	18,000	18,000
5125	PRINT SHOP	1,547	1,600	1,600	1,600	1,600
5260	FIELDS	127	0	0	0	0
5280	UNIFORM	1,813	1,800	1,800	1,800	1,800
Total: SUPPLIES		20,907	21,400	21,400	21,400	21,400
OPERATING EXPENSES						
6160	CONTRACT SERVICES	385,142	389,600	389,600	436,600	458,200
6730	OFFICE EQUIPMENT	297	300	300	300	300
6750	VEHICLE MAINTENANCE	17,607	17,000	17,000	8,900	8,900
6751	VEHICLE FUEL USAGE	0	0	0	4,200	4,700
6752	VEHICLE 3RD PARTY SVC	0	0	0	3,600	3,600
6922	LIBRARY MATERIALS	175	200	200	200	200
6930	MEMBERSHIP & PUBLICATIONS	2,641	2,400	2,400	2,400	2,400
6940	OFFICIAL MEETINGS	1,097	1,500	1,500	1,000	1,500
6960	EQUIPMENT REPLACEMENT	590,751	1,263,700	1,271,600	187,200	1,522,800
6970	TRAINING	5,036	6,200	6,200	6,200	6,200
6977	EMPLOYEE SUPPORT	2,887	2,900	2,900	2,900	2,900
Total: OPERATING EXPENSES		1,005,632	1,683,800	1,691,700	653,500	2,011,700
SPECIAL PROGRAMS						
Total: SPECIAL PROGRAMS		0	0	0	0	0
Total:		2,004,095	2,702,200	2,767,800	1,700,500	3,076,100
Fund/Division: 0012201						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						(37.07) %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 2202	FIRE-BUILDING					
SUPPLIES						
5230	BUILDING AND GROUNDS	29,907	27,500	27,500	28,500	29,500
Total: SUPPLIES		29,907	27,500	27,500	28,500	29,500
OPERATING EXPENSES						
6160	CONTRACT SERVICES	62,183	52,900	52,900	53,800	54,000
6210	TELEPHONE	30,805	31,000	34,700	35,400	36,100
6611	ELECTRIC	82,066	93,300	91,800	100,000	105,000
6612	GAS	16,947	17,400	16,600	17,400	18,300
6614	WATER	8,278	9,000	12,000	13,000	13,000
6760	BUILDING REPAIR & MAINT	43,024	45,000	45,000	47,100	46,000
6765	TRAINING CENTER MAINT	18,404	10,000	10,000	10,000	10,000
6780	PORTABLE EQUIPMENT	2,124	2,100	2,100	2,200	2,300
6903	PERMITS FEES	3,461	4,000	4,000	4,000	4,000
Total: OPERATING EXPENSES		267,291	264,700	269,100	282,900	288,700
Total:		297,198	292,200	296,600	311,400	318,200

Fund/Division: 0012202

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

6.57 %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 2204		FIRE-PREVENTION				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	266,807	269,400	271,600	269,400	269,400
4014	VACATION SELL BACK	4,658	4,900	700	4,900	4,900
4015	ALLOWANCES	613	600	600	600	600
4021	LONGEVITY PAY	5,464	4,900	5,500	5,200	5,200
4032	PART-TIME NON-PERS	10,847	25,000	10,500	25,000	25,000
4241	P.E.R.S	89,005	105,400	106,400	110,500	116,300
4242	NON-PERSABLE COMPENSATION	630	600	600	600	600
4244	MEDICAL/DENTAL INSURANCE	43,694	44,100	43,500	44,100	44,100
4245	LONG TERM DISABILITY	275	300	300	300	300
4247	LIFE INSURANCE	495	500	500	500	500
4250	FICA/HOSPITAL INSURANCE	4,232	4,300	4,300	4,400	4,400
4299	VACANCY RATE	0	-12,900	0	-13,100	-13,200
Total: SALARIES & WAGES		426,720	447,100	444,500	452,400	458,100
SUPPLIES						
5121	PUBLIC EDUCATION SUPPLIES	3,016	3,000	3,000	3,000	3,200
5125	PRINT SHOP	0	500	500	500	500
5280	UNIFORM	1,300	1,300	1,300	1,300	1,300
Total: SUPPLIES		4,316	4,800	4,800	4,800	5,000
OPERATING EXPENSES						
6125	ARSON PROGRAM	1,592	1,700	1,700	1,700	1,700
6750	VEHICLE MAINTENANCE	1,764	2,000	2,000	1,000	1,000
6751	VEHICLE FUEL USAGE	0	0	0	100	100
6752	VEHICLE 3RD PARTY SVC	0	0	0	900	900
6922	LIBRARY MATERIALS	1,670	4,300	4,300	2,300	2,400
6930	MEMBERSHIP & PUBLICATIONS	535	1,000	900	1,000	1,000
6940	OFFICIAL MEETINGS	40	100	100	100	100
6970	TRAINING	1,668	2,000	1,500	2,000	2,100
Total: OPERATING EXPENSES		7,270	11,100	10,500	9,100	9,300
Total:		438,306	463,000	459,800	466,300	472,400

Fund/Division: 0012204

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

0.71 %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 2205		FIRE-PARAMEDICS				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	1,979,175	2,085,300	1,822,700	1,542,200	1,558,700
4011	SPECIALIST PAY	15,386	16,900	13,900	7,800	7,800
4021	LONGEVITY PAY	22,160	23,700	21,600	20,100	20,100
4130	OVERTIME	367,404	334,400	390,400	342,800	342,800
4132	OVERTIME-STRIKETEAM	90,037	62,000	27,200	62,000	62,000
4135	.5 OVERTIME	172,887	153,200	193,000	157,000	157,000
4136	0.5 OVERTIME STRIKETEAM	40,962	30,000	13,400	30,000	30,000
4138	HOLIDAY PAY	101,428	105,100	94,000	77,600	78,500
4139	.05 PERS FLSA PAY	47,510	46,000	46,000	46,000	46,000
4241	P.E.R.S	1,223,020	1,424,500	1,239,600	1,160,300	1,142,200
4242	NON-PERSABLE COMPENSATION	43,322	45,600	61,600	33,600	33,600
4244	MEDICAL/DENTAL INSURANCE	211,707	266,500	195,100	196,300	196,300
4247	LIFE INSURANCE	1,144	1,100	1,000	900	900
4250	FICA/HOSPITAL INSURANCE	39,544	41,400	37,000	33,100	33,300
4299	VACANCY RATE	0	-120,000	0	-91,900	-93,300
Total: SALARIES & WAGES		4,355,685	4,515,700	4,156,500	3,617,800	3,615,900
SUPPLIES						
5115	PROGRAM EXPENSES	1,353	1,600	1,600	1,600	1,600
5260	FIELDS	76,654	78,300	78,300	80,600	83,000
Total: SUPPLIES		78,007	79,900	79,900	82,200	84,600
OPERATING EXPENSES						
6160	CONTRACT SERVICES	30,511	31,900	31,900	32,900	33,900
6750	VEHICLE MAINTENANCE	44,577	35,000	35,000	17,300	17,300
6751	VEHICLE FUEL USAGE	0	0	0	7,200	7,900
6752	VEHICLE 3RD PARTY SVC	0	0	0	8,400	8,400
6770	PARAMEDIC EQUIPMENT	3,218	3,100	3,100	3,100	3,100
6970	TRAINING	5,857	12,000	9,000	11,500	17,500
6971	TUITION REIMBURSEMENT	13,682	10,000	10,700	12,000	12,000
Total: OPERATING EXPENSES		97,844	92,000	89,700	92,400	100,100
Total:		4,531,536	4,687,600	4,326,100	3,792,400	3,800,600

Fund/Division: 0012205

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(19.10) %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 2206		FIRE-SUPPRESSION				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	3,737,498	3,812,500	3,899,300	4,171,700	4,243,300
4011	SPECIALIST PAY	56,307	59,300	61,600	54,800	54,800
4014	VACATION SELL BACK	19,396	0	0	0	0
4015	ALLOWANCES	2,941	2,900	2,700	1,900	1,900
4021	LONGEVITY PAY	42,801	44,700	44,800	45,400	45,400
4032	PART-TIME NON-PERS	3,519	0	0	0	0
4130	OVERTIME	516,575	627,400	655,000	643,100	643,100
4132	OVERTIME-STRIKETEAM	141,372	150,000	71,500	150,000	150,000
4135	.5 OVERTIME	199,370	257,100	283,700	263,500	263,500
4136	0.5 OVERTIME STRIKETEAM	69,129	65,000	30,000	65,000	65,000
4138	HOLIDAY PAY	187,808	168,300	190,000	194,100	197,600
4139	.05 PERS FLSA PAY	81,091	105,500	74,200	90,000	90,000
4144	FILMING	30,790	36,000	26,100	36,000	36,000
4241	P.E.R.S	2,352,341	2,680,200	2,647,400	3,155,200	3,459,500
4242	NON-PERSABLE COMPENSATION	73,763	72,200	122,400	85,800	85,800
4244	MEDICAL/DENTAL INSURANCE	423,028	455,800	413,000	523,600	523,600
4245	LONG TERM DISABILITY	427	300	300	200	200
4247	LIFE INSURANCE	3,178	3,200	2,800	3,300	3,300
4250	FICA/HOSPITAL INSURANCE	72,225	77,200	78,100	82,900	83,900
4299	VACANCY RATE	0	-220,800	0	-249,000	-254,100
Total: SALARIES & WAGES		8,013,560	8,396,800	8,602,900	9,317,500	9,692,800
SUPPLIES						
5260	FIELDS	18,660	18,000	18,000	18,500	19,000
5280	UNIFORM	75,252	76,800	76,800	76,800	76,800
5420	FIRE FIGHTING EQUIPMENT	25,191	7,200	7,200	7,400	7,600
Total: SUPPLIES		119,104	102,000	102,000	102,700	103,400
OPERATING EXPENSES						
6505	GENERAL LIABILITY	252,500	254,800	254,800	266,700	268,300
6507	WORKERS' COMPENSATION	323,600	353,300	353,300	353,300	353,300
6710	COMMUNICATIONS	37,898	38,000	38,000	38,000	38,000
6750	VEHICLE MAINTENANCE	388,075	335,000	411,000	177,500	177,500
6751	VEHICLE FUEL USAGE	0	0	0	40,800	45,100
6752	VEHICLE 3RD PARTY SVC	0	0	0	129,500	129,500
6922	LIBRARY MATERIALS	482	500	500	500	500
6930	MEMBERSHIP & PUBLICATIONS	0	400	400	400	400
6970	TRAINING	14,757	13,500	13,500	13,500	16,000
6971	TUITION REIMBURSEMENT	17,255	25,000	21,500	25,000	25,000
Total: OPERATING EXPENSES		1,034,567	1,020,500	1,093,000	1,045,200	1,053,600
SPECIAL PROGRAMS						
7233	AUX FIREFIGHTER PROGRAM	6,978	7,000	7,000	7,000	10,000
Total: SPECIAL PROGRAMS		6,978	7,000	7,000	7,000	10,000

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
Total:		9,174,210	9,526,300	9,804,900	10,472,400	10,859,800
Fund/Division:	0012206					9.93 %
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						

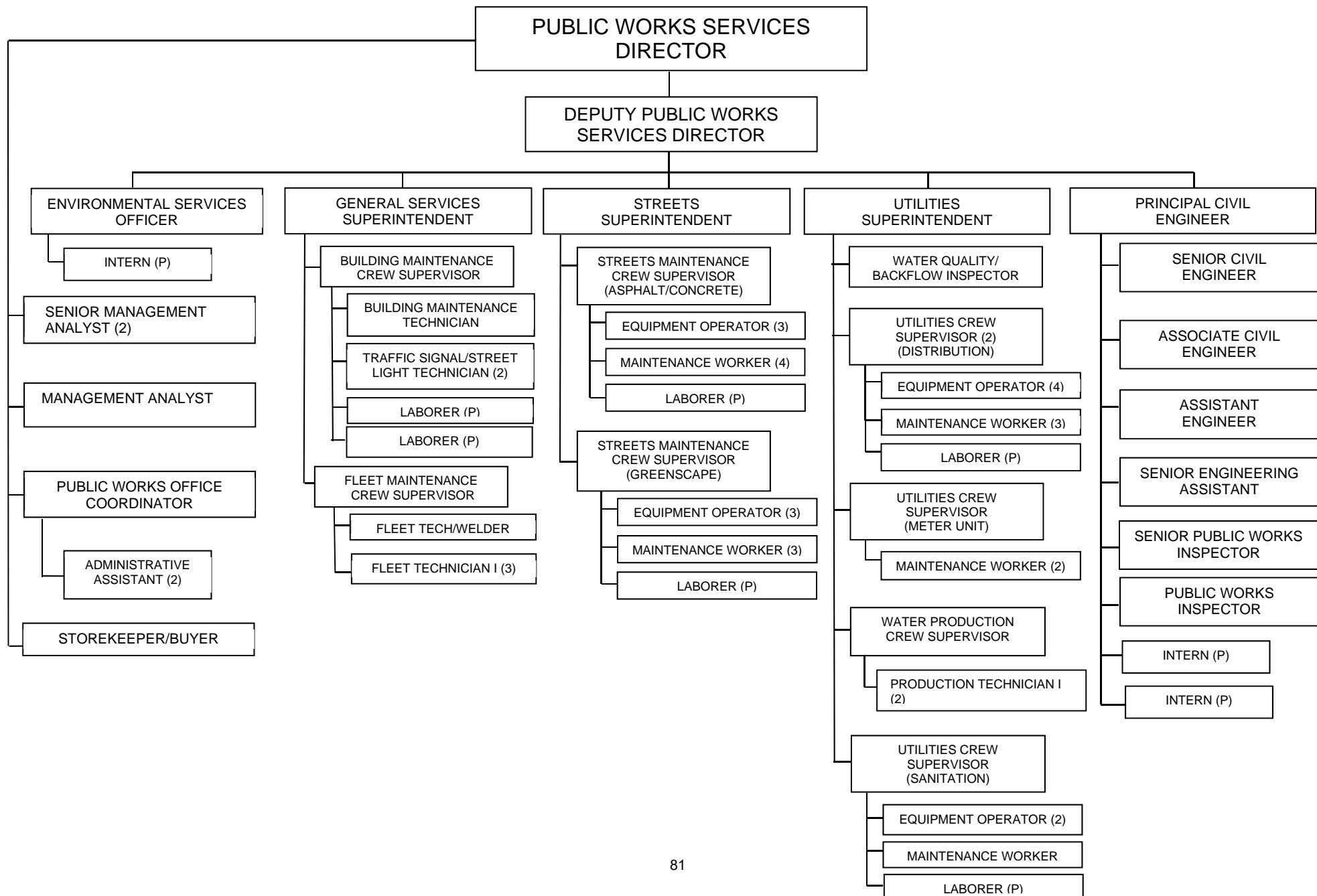
ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 2207	FIRE-EMERGENCY					
SUPPLIES						
5110	OFFICE SUPPLIES	0	200	200	200	200
5125	PRINT SHOP	625	300	300	300	300
5260	FIELDS	705	2,000	2,000	5,200	2,000
Total: SUPPLIES		1,330	2,500	2,500	5,700	2,500
OPERATING EXPENSES						
6160	CONTRACT SERVICES	23,580	25,000	25,000	25,000	26,300
6940	OFFICIAL MEETINGS	0	400	400	400	400
6970	TRAINING	0	1,200	1,200	1,200	1,200
Total: OPERATING EXPENSES		23,580	26,600	26,600	26,600	27,900
Total:		24,910	29,100	29,100	32,300	30,400

Fund/Division: 0012207

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

11.00 %

PUBLIC WORKS SERVICES DEPARTMENT



PUBLIC WORKS SERVICES DEPARTMENT

Description

The Public Works Services Department (PWSD) is responsible for the maintenance and repair of the City's publicly owned infrastructure, facilities, and oversees environmental programs. The goal of the PWSD is to protect the health and safety of the community by overseeing the maintenance, repair, and replacement of publicly owned infrastructure and where practicable and feasible, implement and maintain sustainable practices. The PWSD has 64 full time employees. The Department is organized into two operational divisions that plan and develop core programs to meet the needs of the community:

- The **Administration Division** provides general planning and management of the department, including policy direction, engineering, and capital improvement projects.
- The **Field Services Division** provides daily maintenance and repair of the City's facilities, fleet, equipment, streets, trees, water distribution system, sewer system, and environmental programs.

The PWSD strives to efficiently manage its personnel and supplies and various programs while providing high quality professional services to the community. The Department is also continuing its mission to replace aging infrastructure and improve work efficiencies. In addition to day-to-day operations, the following are key projects for the upcoming fiscal year.

FY 2020-21 Work Plan:

1. Completion of the Annual Slurry Seal Program that includes repairing sections of damaged streets, sidewalks, curbs, and gutters.
2. Inspection of City sewer lines through Closed-Circuit TV (CCTV) inspections to identify and repair damaged sections of sewer lines and improve maintenance operations.
3. Drilling and equipping a new municipal water well in the Main San Gabriel Basin.
4. Reconstruction of various streets throughout the City with rubberized asphalt pavement as part of the Pavement Rehabilitation Program. Adding rubber to asphalt pavement improves the strength of the pavement and is environmentally beneficial

Public Works Services Department – Continued

5. Replacement of the existing sewer line on Duarte Road between Baldwin Avenue and Holly Avenue with a larger diameter pipe as Part of the Sewer Master Plan. The construction of this larger pipe will improve pipe capacity and will significantly reduce the potential of a sewer backup.
6. Replacement of two 6" cast iron water mains on Camino Real Avenue between Eighth Avenue and Tenth Avenue, with two new 10" ductile iron water mains as part of the Water Main Replacement Program. This will alleviate frequent main breaks and hydraulic inefficiencies.
7. Rehabilitation of Chapman Reservoir, restoration of the existing booster pumps, and construction of a water blending apparatus for Chapman Well 7 in order to place the well back in service.

FY20-21 EMPLOYEE COUNT BY DEPARTMENT

PUBLIC WORKS

<i>Position</i>	<i>FTE</i>
Administrative Assistant	2.00
Assistant Engineer	1.00
Associate Civil Engineer	1.00
Building Maintenance Crew Supervisor	1.00
Building Maintenance Technician	1.00
Deputy Public Works Director	1.00
Environmental Services Manager	1.00
Equipment Operator	12.00
Fleet Maintenance Crew Supervisor	1.00
Fleet Technician I	3.00
Fleet Technician/Welder	1.00
General Services Superintendent	1.00
Maintenance Worker	13.00
Management Analyst	1.00
Principal Civil Engineer	1.00
Public Works Inspector	1.00
Public Works Office Coordinator	1.00
Public Works Services Director	1.00

FY20-21 EMPLOYEE COUNT BY DEPARTMENT

PUBLIC WORKS

<i>Position</i>	<i>FTE</i>
Senior Civil Engineer	1.00
Senior Engineering Assistant	1.00
Senior Management Analyst	2.00
Senior Public Works Inspector	1.00
Storekeeper/Buyer	1.00
Street Maintenance Crew Supervisor	2.00
Street Superintendent	1.00
Traffic Signals/Street Lighting Technician	2.00
Utilities Crew Supervisor	4.00
Utilities Superintendent	1.00
Water Production Crew Supervisor	1.00
Water Production Technician I	2.00
Water Quality/Backflow Inspector	1.00
TOTAL	64.00

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DEPARTMENTAL SUMMARY						
3300 PUBLIC WORKS SERVICES						
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	1,528,401	1,636,500	1,627,700	1,668,500	1,697,100
4011	SPECIALIST PAY	193	200	100	200	200
4014	VACATION SELL BACK	13,821	17,200	16,700	16,700	16,700
4015	ALLOWANCES	427	400	400	400	400
4019	STAND BY PAY	12,970	10,800	12,900	11,900	11,900
4021	LONGEVITY PAY	25,394	25,600	25,700	26,000	26,000
4032	PART-TIME NON-PERS	26,740	33,500	33,500	15,000	39,500
4130	OVERTIME	27,110	27,000	32,300	29,800	29,800
4241	P.E.R.S	486,924	621,600	614,200	659,600	706,200
4242	NON-PERSABLE COMPENSATION	1,204	1,200	1,200	1,300	1,400
4244	MEDICAL/DENTAL INSURANCE	319,790	347,000	333,100	347,000	347,000
4245	LONG TERM DISABILITY	2,113	2,000	2,000	2,300	2,300
4247	LIFE INSURANCE	2,011	2,200	1,800	2,300	2,300
4250	FICA/HOSPITAL INSURANCE	24,900	25,100	26,500	25,700	26,300
4299	VACANCY RATE	0	-82,400	0	-102,800	-84,200
Total: SALARIES & WAGES		2,471,997	2,667,900	2,728,100	2,703,900	2,822,900
SUPPLIES						
5110	OFFICE SUPPLIES	7,204	7,300	7,300	8,400	8,400
5125	PRINT SHOP	3,107	3,300	3,300	3,300	3,300
5230	BUILDING AND GROUNDS	33,227	34,700	28,000	34,700	34,700
5260	FIELDS	138,103	140,300	120,800	138,800	138,800
5262	SAFETY EQUIPMENT	357	400	400	400	400
5280	UNIFORM	11,583	13,600	13,600	13,600	13,600
5290	STREET SIGNS	12,000	12,000	10,000	12,000	12,000
5295	NEW TREE PLANTING	3,000	3,000	3,000	3,000	3,000
5410	TOOLS	14,658	14,200	14,000	14,200	14,200
Total: SUPPLIES		223,239	228,800	200,400	228,400	228,400
OPERATING EXPENSES						
6160	CONTRACT SERVICES	888,663	629,500	607,500	669,400	669,400
6210	TELEPHONE	7,438	9,700	9,800	8,400	7,500
6505	GENERAL LIABILITY	69,100	69,700	69,700	73,000	73,400
6507	WORKERS' COMPENSATION	74,900	81,800	81,800	81,800	81,800
6611	ELECTRIC	169,385	178,000	187,000	188,400	197,000
6612	GAS	5,956	6,400	6,700	5,000	5,200
6614	WATER	143,383	182,700	187,900	167,900	167,900
6750	VEHICLE MAINTENANCE	291,091	234,000	239,000	123,400	123,400
6751	VEHICLE FUEL USAGE	0	0	0	85,400	87,300
6752	VEHICLE 3RD PARTY SVC	0	0	0	36,300	36,300
6760	BUILDING REPAIR & MAINT	25,308	24,700	20,000	24,700	24,700
6781	SIGNAL MAINTENANCE	14,839	18,000	18,000	18,000	18,000
6790	CONTRACT TRAFFIC MARKING	79,808	85,000	85,000	120,000	120,000
6792	CONTRACT TREE TRIMMING	319,865	289,800	289,800	304,100	304,100
6902	DISPOSAL CHARGES	10,503	11,000	11,000	11,000	11,000
6903	PERMITS FEES	26,214	28,500	26,300	27,000	27,000
6930	MEMBERSHIP & PUBLICATIONS	2,491	2,400	2,300	2,400	2,400
6940	OFFICIAL MEETINGS	2,015	1,800	1,100	1,800	1,800
6960	EQUIPMENT REPLACEMENT	206,236	236,000	416,400	22,000	483,000
6970	TRAINING	4,014	5,400	2,400	7,900	7,900

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
6971	TUITION REIMBURSEMENT	3,664	4,400	3,500	6,800	6,800
6977	EMPLOYEE SUPPORT	3,186	3,200	1,700	3,200	3,200
Total: OPERATING EXPENSES		2,348,060	2,102,000	2,266,900	1,987,900	2,459,100
SPECIAL PROGRAMS						
7265	COUNTY PARK FOUNTAIN	803	1,000	800	1,000	1,000
7302	MAINTENANCE EXPENSE	33,243	23,500	23,500	24,000	24,000
7710	SERVICE CREDIT	-673,446	-699,000	-723,800	-725,300	-744,500
Total: SPECIAL PROGRAMS		-639,400	-674,500	-699,500	-700,300	-719,500
Total Division:		4,403,895	4,324,200	4,495,900	4,219,900	4,790,900

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR (2.41)%

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 3301		PUBLIC WORKS-ADMIN				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	220,513	223,000	221,400	227,800	231,500
4011	SPECIALIST PAY	193	200	100	200	200
4014	VACATION SELL BACK	2,888	3,000	3,000	3,000	3,000
4015	ALLOWANCES	245	200	200	200	200
4019	STAND BY PAY	4,580	4,000	5,000	4,000	4,000
4021	LONGEVITY PAY	3,333	3,300	3,300	3,300	3,300
4130	OVERTIME	513	300	300	300	300
4241	P.E.R.S.	69,118	84,100	83,200	89,900	96,200
4242	NON-PERSABLE COMPENSATION	429	400	400	400	400
4244	MEDICAL/DENTAL INSURANCE	34,586	34,800	34,500	34,800	34,800
4245	LONG TERM DISABILITY	220	200	200	200	200
4247	LIFE INSURANCE	359	400	300	400	400
4250	FICA/HOSPITAL INSURANCE	3,785	3,300	4,000	3,500	3,500
4299	VACANCY RATE	0	-10,700	0	-16,400	-11,100
Total: SALARIES & WAGES		340,763	346,500	355,900	351,600	366,900
SUPPLIES						
5110	OFFICE SUPPLIES	6,792	6,800	6,800	7,900	7,900
5125	PRINT SHOP	1,107	1,300	1,300	1,300	1,300
5260	FIELDS	233	300	300	300	300
5280	UNIFORM	500	500	500	500	500
Total: SUPPLIES		8,632	8,900	8,900	10,000	10,000
OPERATING EXPENSES						
6160	CONTRACT SERVICES	0	0	0	25,200	25,200
6505	GENERAL LIABILITY	68,200	68,800	68,800	72,000	72,400
6507	WORKERS' COMPENSATION	57,500	62,800	62,800	62,800	62,800
6930	MEMBERSHIP & PUBLICATIONS	1,011	900	900	900	900
6940	OFFICIAL MEETINGS	961	700	300	700	700
6960	EQUIPMENT REPLACEMENT	206,236	236,000	416,400	22,000	483,000
6970	TRAINING	199	500	100	500	500
6971	TUITION REIMBURSEMENT	0	500	500	1,000	1,000
6977	EMPLOYEE SUPPORT	3,186	3,200	1,700	3,200	3,200
Total: OPERATING EXPENSES		337,293	373,400	551,500	188,300	649,700
Total:		686,688	728,800	916,300	549,900	1,026,600

Fund/Division: 0013301

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(24.55) %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 3302		PUBLIC WORKS-TREE/PARKWAY				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	92,297	94,600	95,600	95,000	95,000
4014	VACATION SELL BACK	1,334	2,300	1,500	1,500	1,500
4021	LONGEVITY PAY	1,639	2,100	2,100	2,200	2,200
4032	PART-TIME NON-PERS	9,902	10,000	10,000	0	13,500
4130	OVERTIME	3,775	3,200	7,000	4,000	4,000
4241	P.E.R.S	30,562	37,100	37,500	39,100	41,200
4242	NON-PERSABLE COMPENSATION	150	200	200	200	200
4244	MEDICAL/DENTAL INSURANCE	17,807	18,100	17,700	18,100	18,100
4245	LONG TERM DISABILITY	115	100	100	100	100
4247	LIFE INSURANCE	151	200	100	200	200
4250	FICA/HOSPITAL INSURANCE	1,820	1,600	2,000	1,500	1,700
4299	VACANCY RATE	0	-5,100	0	-4,700	-4,800
Total: SALARIES & WAGES		159,553	164,400	173,800	157,200	172,900
SUPPLIES						
5260	FIELDS	3,000	3,000	2,500	3,000	3,000
5295	NEW TREE PLANTING	3,000	3,000	3,000	3,000	3,000
5410	TOOLS	1,488	1,500	1,500	1,500	1,500
Total: SUPPLIES		7,488	7,500	7,000	7,500	7,500
OPERATING EXPENSES						
6750	VEHICLE MAINTENANCE	44,896	35,000	36,000	18,200	18,200
6751	VEHICLE FUEL USAGE	0	0	0	11,000	11,300
6752	VEHICLE 3RD PARTY SVC	0	0	0	6,900	6,900
6792	CONTRACT TREE TRIMMING	319,865	289,800	289,800	304,100	304,100
6930	MEMBERSHIP & PUBLICATIONS	300	300	200	300	300
6940	OFFICIAL MEETINGS	381	400	300	400	400
Total: OPERATING EXPENSES		365,442	325,500	326,300	340,900	341,200
Total:		532,483	497,400	507,100	505,600	521,600

Fund/Division: 0013302

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

1.65 %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 3303	GREENSCAPE MAINTENANCE					
SALARIES & WAGES						
Total: SALARIES & WAGES		0		0		0
SUPPLIES						
5230 BUILDING AND GROUNDS	10,005	10,000	7,500	10,000	10,000	10,000
5260 FIELDS	15,973	16,000	13,000	16,000	16,000	16,000
5410 TOOLS	284	300	300	300	300	300
Total: SUPPLIES	26,262	26,300	20,800	26,300	26,300	26,300
OPERATING EXPENSES						
6160 CONTRACT SERVICES	628,835	402,900	402,900	412,000	412,000	412,000
6210 TELEPHONE	1,009	1,100	1,100	1,000	1,000	1,000
6611 ELECTRIC	6,789	8,300	8,700	4,000	4,200	
6614 WATER	141,127	180,000	185,000	165,000	165,000	
6750 VEHICLE MAINTENANCE	3,493	3,000	3,000	1,500	1,500	
6751 VEHICLE FUEL USAGE	0	0	0	400	400	
6752 VEHICLE 3RD PARTY SVC	0	0	0	1,100	1,100	
6940 OFFICIAL MEETINGS	245	200	200	200	200	
Total: OPERATING EXPENSES	781,498	595,500	600,900	585,200	585,400	
Total:	807,760	621,800	621,700	611,500	611,700	
Fund/Division: 0013303	OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					
						(1.66) %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 3304		PUBLIC WORKS-STREETS				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	557,628	640,900	626,300	653,600	668,300
4014	VACATION SELL BACK	4,495	3,500	3,500	3,500	3,500
4015	ALLOWANCES	182	200	200	200	200
4019	STAND BY PAY	575	0	0	0	0
4021	LONGEVITY PAY	7,964	8,200	8,300	8,500	8,500
4032	PART-TIME NON-PERS	7,832	8,500	8,500	0	11,000
4130	OVERTIME	7,545	7,500	7,500	8,500	8,500
4241	P.E.R.S.	177,412	240,100	234,600	256,300	275,800
4242	NON-PERSABLE COMPENSATION	233	200	200	300	300
4244	MEDICAL/DENTAL INSURANCE	132,886	152,900	142,400	152,900	152,900
4245	LONG TERM DISABILITY	890	900	900	1,100	1,100
4247	LIFE INSURANCE	712	800	700	800	800
4250	FICA/HOSPITAL INSURANCE	8,984	9,600	9,600	9,800	10,100
4299	VACANCY RATE	0	-32,200	0	-32,500	-33,500
Total: SALARIES & WAGES		907,337	1,041,100	1,042,700	1,063,000	1,107,500
SUPPLIES						
5260	FIELDS	85,303	85,000	75,000	85,000	85,000
5280	UNIFORM	6,069	7,000	7,000	7,000	7,000
5290	STREET SIGNS	12,000	12,000	10,000	12,000	12,000
5410	TOOLS	5,979	5,500	5,500	5,500	5,500
Total: SUPPLIES		109,351	109,500	97,500	109,500	109,500
OPERATING EXPENSES						
6160	CONTRACT SERVICES	0	0	0	2,200	2,200
6210	TELEPHONE	1,148	1,900	1,900	1,100	1,100
6750	VEHICLE MAINTENANCE	104,942	89,000	91,000	44,900	44,900
6751	VEHICLE FUEL USAGE	0	0	0	24,400	25,500
6752	VEHICLE 3RD PARTY SVC	0	0	0	18,600	18,600
6790	CONTRACT TRAFFIC MARKING	79,808	85,000	85,000	120,000	120,000
6902	DISPOSAL CHARGES	8,840	9,000	9,000	9,000	9,000
6940	OFFICIAL MEETINGS	428	500	300	500	500
6970	TRAINING	91	400	400	400	400
6971	TUITION REIMBURSEMENT	3,664	3,900	3,000	5,800	5,800
Total: OPERATING EXPENSES		198,922	189,700	190,600	226,900	228,000
SPECIAL PROGRAMS						
7302	MAINTENANCE EXPENSE	33,243	23,500	23,500	24,000	24,000
Total: SPECIAL PROGRAMS		33,243	23,500	23,500	24,000	24,000
Total:		1,248,853	1,363,800	1,354,300	1,423,400	1,469,000

Fund/Division: 0013304

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

4.37 %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 3305		PUBLIC WORKS-TRAFFIC SGNL				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	35,494	34,800	35,100	34,800	34,800
4014	VACATION SELL BACK	328	900	700	700	700
4019	STAND BY PAY	201	200	300	300	300
4021	LONGEVITY PAY	820	800	800	800	800
4130	OVERTIME	3,120	3,000	4,500	3,500	3,500
4241	P.E.R.S	11,539	13,700	13,800	14,300	15,100
4244	MEDICAL/DENTAL INSURANCE	6,818	6,900	6,800	6,900	6,900
4245	LONG TERM DISABILITY	46	0	0	0	0
4247	LIFE INSURANCE	31	0	0	0	0
4250	FICA/HOSPITAL INSURANCE	538	600	500	600	600
4299	VACANCY RATE	0	-1,800	0	-17,000	-1,700
Total: SALARIES & WAGES		58,935	59,100	62,500	44,900	61,000
SUPPLIES						
5260	FIELDS	9,791	12,500	10,000	10,000	10,000
5410	TOOLS	996	1,000	800	1,000	1,000
Total: SUPPLIES		10,787	13,500	10,800	11,000	11,000
OPERATING EXPENSES						
6160	CONTRACT SERVICES	49,093	48,000	48,000	48,000	48,000
6611	ELECTRIC	38,082	39,400	41,400	38,000	39,100
6750	VEHICLE MAINTENANCE	13,123	7,000	8,000	3,900	3,900
6751	VEHICLE FUEL USAGE	0	0	0	800	900
6752	VEHICLE 3RD PARTY SVC	0	0	0	3,000	3,000
6781	SIGNAL MAINTENANCE	14,839	18,000	18,000	18,000	18,000
6970	TRAINING	865	1,500	400	1,500	1,500
Total: OPERATING EXPENSES		116,001	113,900	115,800	113,200	114,400
Total:		185,722	186,500	189,100	169,100	186,400
Fund/Division: 0013305		OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				
		(9.33) %				

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 3307		PUBLIC WORKS-STREET CLEAN				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	163,629	161,500	162,800	161,500	161,500
4014	VACATION SELL BACK	0	3,000	3,500	3,500	3,500
4021	LONGEVITY PAY	5,300	5,400	5,400	5,400	5,400
4130	OVERTIME	6,731	6,500	6,500	6,500	6,500
4241	P.E.R.S	54,068	64,100	64,700	67,100	70,700
4244	MEDICAL/DENTAL INSURANCE	34,129	34,500	33,900	34,500	34,500
4245	LONG TERM DISABILITY	229	200	200	200	200
4247	LIFE INSURANCE	154	100	100	200	200
4250	FICA/HOSPITAL INSURANCE	2,388	2,500	2,400	2,500	2,500
4299	VACANCY RATE	0	-8,300	0	-8,100	-8,200
Total: SALARIES & WAGES		266,628	269,500	279,500	273,300	276,800
SUPPLIES						
5260	FIELDS	5,000	5,000	5,000	6,000	6,000
Total: SUPPLIES		5,000	5,000	5,000	6,000	6,000
OPERATING EXPENSES						
6614	WATER	300	300	300	300	300
6750	VEHICLE MAINTENANCE	105,567	85,000	86,000	46,800	46,800
6751	VEHICLE FUEL USAGE	0	0	0	45,000	45,000
6752	VEHICLE 3RD PARTY SVC	0	0	0	3,200	3,200
Total: OPERATING EXPENSES		105,867	85,300	86,300	95,300	95,300
Total:		377,495	359,800	370,800	374,600	378,100

Fund/Division: 0013307

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

4.11 %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 3309		FACILITY MAINTENANCE				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	95,374	96,700	98,700	101,400	104,400
4014	VACATION SELL BACK	0	500	500	500	500
4019	STAND BY PAY	432	600	600	600	600
4021	LONGEVITY PAY	1,749	1,100	1,100	1,100	1,100
4032	PART-TIME NON-PERS	9,006	15,000	15,000	15,000	15,000
4130	OVERTIME	2,915	3,500	4,000	4,000	4,000
4241	P.E.R.S.	30,410	39,300	36,400	39,300	42,500
4242	NON-PERSABLE COMPENSATION	134	100	100	100	200
4244	MEDICAL/DENTAL INSURANCE	17,982	19,500	19,200	19,500	19,500
4245	LONG TERM DISABILITY	115	100	100	100	100
4247	LIFE INSURANCE	143	200	100	200	200
4250	FICA/HOSPITAL INSURANCE	1,575	1,700	1,700	1,800	1,800
4299	VACANCY RATE	0	-5,300	0	-4,900	-5,100
Total: SALARIES & WAGES		159,835	173,000	177,500	178,700	184,800
SUPPLIES						
5230	BUILDING AND GROUNDS	22,554	24,000	20,000	24,000	24,000
5260	FIELDS	3,410	3,500	3,000	3,500	3,500
5280	UNIFORM	2,204	2,500	2,500	2,500	2,500
5410	TOOLS	414	400	400	400	400
Total: SUPPLIES		28,582	30,400	25,900	30,400	30,400
OPERATING EXPENSES						
6160	CONTRACT SERVICES	109,262	106,600	106,600	110,000	110,000
6210	TELEPHONE	5,177	5,700	5,800	5,300	5,400
6611	ELECTRIC	98,946	111,000	116,600	121,700	127,800
6612	GAS	5,525	6,000	6,300	4,500	4,700
6614	WATER	1,295	1,500	1,600	1,600	1,600
6750	VEHICLE MAINTENANCE	7,064	7,000	7,000	3,700	3,700
6751	VEHICLE FUEL USAGE	0	0	0	1,600	1,800
6752	VEHICLE 3RD PARTY SVC	0	0	0	1,700	1,700
6760	BUILDING REPAIR & MAINT	25,308	24,700	20,000	24,700	24,700
Total: OPERATING EXPENSES		252,576	262,500	263,900	274,800	281,400
SPECIAL PROGRAMS						
7265	COUNTY PARK FOUNTAIN	803	1,000	800	1,000	1,000
Total: SPECIAL PROGRAMS		803	1,000	800	1,000	1,000
Total:		441,797	466,900	468,100	484,900	497,600
Fund/Division: 0013309						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						3.86 %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 3321	PUBLIC WORK-STORMWATER					
SUPPLIES						
5125	PRINT SHOP	2,000	2,000	2,000	2,000	2,000
Total: SUPPLIES		2,000	2,000	2,000	2,000	2,000
OPERATING EXPENSES						
6160	CONTRACT SERVICES	101,473	72,000	50,000	72,000	72,000
6903	PERMITS FEES	21,344	24,000	21,300	22,000	22,000
6930	MEMBERSHIP & PUBLICATIONS	1,180	1,200	1,200	1,200	1,200
6970	TRAINING	0	0	0	2,500	2,500
Total: OPERATING EXPENSES		123,997	97,200	72,500	97,700	97,700
Total:		125,997	99,200	74,500	99,700	99,700

Fund/Division: 0013321

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

0.50 %

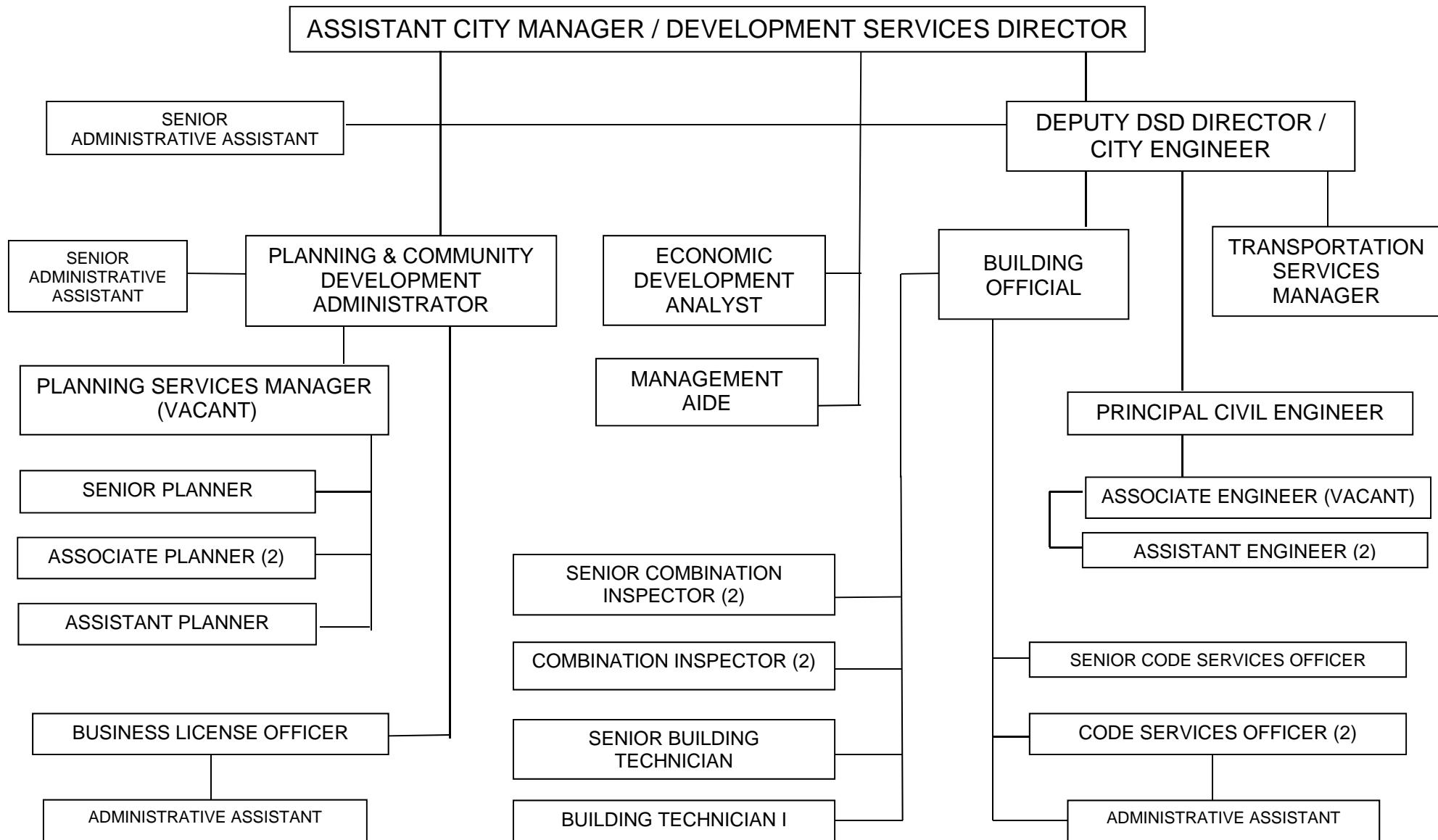
ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 3331		PUBLIC WORK-GARAGE				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	363,466	385,000	387,800	394,400	401,600
4014	VACATION SELL BACK	4,776	4,000	4,000	4,000	4,000
4019	STAND BY PAY	7,181	6,000	7,000	7,000	7,000
4021	LONGEVITY PAY	4,590	4,700	4,700	4,700	4,700
4130	OVERTIME	2,510	3,000	2,500	3,000	3,000
4241	P.E.R.S	113,814	143,200	144,000	153,600	164,700
4242	NON-PERSABLE COMPENSATION	257	300	300	300	300
4244	MEDICAL/DENTAL INSURANCE	75,581	80,300	78,600	80,300	80,300
4245	LONG TERM DISABILITY	498	500	500	600	600
4247	LIFE INSURANCE	461	500	500	500	500
4250	FICA/HOSPITAL INSURANCE	5,811	5,800	6,300	6,000	6,100
4299	VACANCY RATE	0	-19,000	0	-19,200	-19,800
Total: SALARIES & WAGES		578,945	614,300	636,200	635,200	653,000
SUPPLIES						
5110	OFFICE SUPPLIES	412	500	500	500	500
5230	BUILDING AND GROUNDS	668	700	500	700	700
5260	FIELDS	15,394	15,000	12,000	15,000	15,000
5262	SAFETY EQUIPMENT	357	400	400	400	400
5280	UNIFORM	2,810	3,600	3,600	3,600	3,600
5410	TOOLS	5,497	5,500	5,500	5,500	5,500
Total: SUPPLIES		25,137	25,700	22,500	25,700	25,700
OPERATING EXPENSES						
6210	TELEPHONE	103	1,000	1,000	1,000	0
6505	GENERAL LIABILITY	900	900	900	1,000	1,000
6507	WORKERS' COMPENSATION	17,400	19,000	19,000	19,000	19,000
6611	ELECTRIC	25,568	19,300	20,300	24,700	25,900
6612	GAS	432	400	400	500	500
6614	WATER	661	900	1,000	1,000	1,000
6750	VEHICLE MAINTENANCE	12,007	8,000	8,000	4,400	4,400
6751	VEHICLE FUEL USAGE	0	0	0	2,200	2,400
6752	VEHICLE 3RD PARTY SVC	0	0	0	1,800	1,800
6902	DISPOSAL CHARGES	1,663	2,000	2,000	2,000	2,000
6903	PERMITS FEES	4,870	4,500	5,000	5,000	5,000
6970	TRAINING	2,859	3,000	1,500	3,000	3,000
Total: OPERATING EXPENSES		66,463	59,000	59,100	65,600	66,000
SPECIAL PROGRAMS						
7710	SERVICE CREDIT	-673,446	-699,000	-723,800	-725,300	-744,500
Total: SPECIAL PROGRAMS		-673,446	-699,000	-723,800	-725,300	-744,500
Total:		-2,901	0	-6,000	1,200	200

Fund/Division: 0013331

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

0.00 %

DEVELOPMENT SERVICES DEPARTMENT



DEVELOPMENT SERVICES DEPARTMENT

Description:

With a full time staff of 28, the Development Services Department (DSD) provides full municipal services related to growth and development in the City as well as a range of neighborhood and community services. The DSD is actively involved in projects from initial project review and approval, through construction, to property maintenance and monitoring. The goal of the DSD is to provide quality customer service, assist in the organized and thoughtful development of the City, and ensure a safe and efficient built environment. The Department is comprised of seven divisions, each of which is described below:

- **Engineering Services** manages capital improvement projects such as street repaving and reconstruction, intersection widening and traffic signal improvements, provides plan check services on development projects, issues permits for all development work in the public right-of-way, handles all traffic related issues and requests, designs right of way projects, and maintains the Traffic Management Center.
- **Planning Services** processes land use cases such as Conditional Use Permits and Modifications for the review of the Planning Commission and City Council, and conducts design review on all new projects in the City. Planning staff assists residents in remodeling and construction on their property and ensures that projects meet the Municipal Code and related environmental laws, including CEQA. Planning also manages long term projects such as General Plan Updates, Code Amendments, and Specific Plans.
- **Economic Development Services & Successor Agency to the Former Redevelopment Agency** provides assistance to local businesses through coordination with the Chamber of Commerce, the Downtown Arcadia Improvement Association, and regional economic development initiatives. Economic Development staff also act as ombudsman to the business community, and seek to retain existing business and recruit new business. In addition, Successor Agency staff manages the State-mandated “wind down” of Redevelopment and the sale of former Redevelopment-owned properties.
- **Building Services** reviews and inspects all new construction in the City. Building Inspectors, along with consultant plan checkers, ensure that all new construction meets relevant State and local Codes for building safety and environmental controls, and that construction occurs correctly in the field. Building Services also assists numerous residents on options for improving their property.

Development Services Department - Continued

- **Business License Services** handles City licensing functions related to new businesses, home occupations, contractors and vendors throughout the City. Business License staff also processes filming requests and conducts field inspections to ensure businesses are operating legally with licenses.
- **Code Services** works diligently to maintain the appearance of the City in both residential and commercial areas. Many of the violations addressed by Code Services are property maintenance-related (i.e. landscaping, signs, illegal structures, etc.) Code Services also works on quality of life issues such as short term rentals, unoccupied properties, and the like.
- **Transportation Services** manages the operation of the Arcadia Transit Dial-a-Ride program and fixed route services, and ensures compliance with state and federal funding and monitoring requirements. In addition, staff works with Metro on Gold Line operations and planning, regional transportation efforts, and develops programs for alternative transportation such as bike lanes and pedestrian improvements.

FY 2020-21 Work Program:

The following items highlight the Department's major work elements for the upcoming fiscal year.

1. Complete an aggressive Capital Improvement program, including the Downtown Pedestrian Enhancement Project, Bicycle Master Plan Project, Baldwin Avenue Streetscape Project, and several others.
2. Continue to process large development projects throughout the City, including the Huntington Village and Huntington Parkview Mixed-Use Projects, the Indigo Hotel, two major assisted living facilities, and the Vons Headquarters site.
3. Plan for and develop the City's new Housing Element, which will incorporate many statewide pressures to provide low-income housing and additional housing units in general. This will be in reaction to the City's new Regional Housing Needs Allocation (RHNA) numbers.
4. Participate in the San Gabriel Valley Housing Trust through a Joint Powers Agreement with the Council of Governments, and look for regional solutions to the housing and homelessness crisis.
5. Integrate new buses into the Arcadia Transit fleet and continue to improve services on both the dial-a-ride and fixed route systems to meet demand and expectations. In addition, work with regional and local partners to

Development Services Department - Continued

provide transportation options to Chantry Flat and/or other specific transit services.

6. Continue upgrades to the City's traffic signal network, including technological advancements and cameras to improve traffic flow, removal of mid-block crosswalks, addition of safety features, etc.
7. Complete significant update to the City's Business License Code, modernizing processes and making our codes more user and business friendly.
8. Focus on streamlining departmental processes related to plan check and the development process to complete a true "one-stop-shop" for applicants and developers.
9. Continue to expand a code enforcement presence in the field to correct property violations and ensure code compliance in both residential and commercial neighborhoods throughout the City.
10. Continue close coordination with Santa Anita Racetrack on their efforts to continue to provide safe, successful horse racing in Arcadia; as well as any efforts to promote special events or to discuss development projects.
11. Continue "quality of life" code compliance efforts related to massage uses, cannabis uses, short-term rentals, unoccupied homes, and other issues.
12. Continue the active marketing and promotion of businesses in the City, and recruitment of new businesses. Expand "ombudsman" presence to assist with new business and City interaction, continued coordination with the Chamber of Commerce, and targeted redevelopment of key commercial sites throughout the City.
13. Implement field connectivity to the permit tracking system to increase efficiency, and continue to upgrade the City's Geographic Information Systems (GIS) capabilities and compatibility.
14. Complete ADA improvements at key locations throughout the City, including implementation of a CDBG-funded project to improve bus stops around the City.
15. Work with the recommendations of the Citizen's Financial Advisory Committee to refinance the bonds of the former Redevelopment Agency, and explore real estate options related to City-owned assets.

FY20-21 EMPLOYEE COUNT BY DEPARTMENT

DEVELOPMENT SERVICES

<i>Position</i>	<i>FTE</i>
Assistant City Manager/DSD Director	1.00
Assistant Engineer	2.00
Assistant Planner	1.00
Associate Planner	2.00
Building Official	1.00
Building Technician II	1.00
Business License Officer	1.00
Code Service Officer	2.00
Combination Inspector	2.00
Deputy Director of Development Services/City Engineer	1.00
Management Analyst	1.00
Planning & Community Development Administrator	1.00
Principal Civil Engineer	1.00
Senior Administrative Assistant	4.00
Senior Building Technician	1.00
Senior Code Services Officer	1.00
Senior Combination Building Inspector	2.00
Senior Management Analyst	1.00

FY20-21 EMPLOYEE COUNT BY DEPARTMENT

DEVELOPMENT SERVICES

<i>Position</i>	<i>FTE</i>
Senior Planner	1.00
Transportation Services Manager	1.00
TOTAL	28.00

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DEPARTMENTAL SUMMARY						
4100 DEVELOPMENT SERVICES						
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	2,002,785	2,157,000	1,994,800	2,160,800	2,282,200
4011	SPECIALIST PAY	1,929	2,000	2,000	2,000	2,000
4014	VACATION SELL BACK	18,912	24,400	21,700	27,500	27,500
4015	ALLOWANCES	10,506	9,900	9,000	9,400	9,400
4021	LONGEVITY PAY	17,744	18,700	17,500	20,600	20,600
4032	PART-TIME NON-PERS	2,336	0	0	0	0
4130	OVERTIME	983	5,900	1,100	10,900	10,900
4241	P.E.R.S.	632,525	799,600	739,800	841,400	934,200
4242	NON-PERSABLE COMPENSATION	3,447	3,600	3,600	3,900	3,900
4244	MEDICAL/DENTAL INSURANCE	349,379	363,500	335,600	354,900	368,300
4245	LONG TERM DISABILITY	2,282	2,200	2,200	2,400	2,500
4247	LIFE INSURANCE	3,189	3,100	2,900	3,600	3,700
4250	FICA/HOSPITAL INSURANCE	32,020	31,800	31,700	32,100	33,900
4299	VACANCY RATE	0	-102,000	0	-106,700	-109,900
Total: SALARIES & WAGES		3,078,037	3,319,700	3,161,900	3,362,800	3,589,200
SUPPLIES						
5110	OFFICE SUPPLIES	52,189	49,500	33,900	35,000	41,400
5125	PRINT SHOP	15,822	27,900	14,600	18,100	20,900
5280	UNIFORM	2,066	3,400	2,300	2,600	3,200
Total: SUPPLIES		70,077	80,800	50,800	55,700	65,500
OPERATING EXPENSES						
6160	CONTRACT SERVICES	333,543	456,650	285,100	453,800	345,000
6165	PLAN CHECK SERVICES	581,924	570,000	510,000	470,000	550,000
6310	MILEAGE	1,042	1,100	600	1,400	1,400
6505	GENERAL LIABILITY	80,800	81,500	81,500	85,300	85,800
6507	WORKERS' COMPENSATION	39,600	43,200	43,200	43,200	43,200
6730	OFFICE EQUIPMENT	6,625	10,700	5,500	6,800	9,800
6750	VEHICLE MAINTENANCE	19,975	20,100	20,100	9,900	9,900
6751	VEHICLE FUEL USAGE	0	0	0	5,000	5,400
6752	VEHICLE 3RD PARTY SVC	0	0	0	3,800	3,800
6903	PERMITS FEES	75	600	300	600	600
6930	MEMBERSHIP & PUBLICATIONS	18,824	27,500	25,700	19,700	24,200
6940	OFFICIAL MEETINGS	17,842	24,865	11,900	6,700	26,300
6960	EQUIPMENT REPLACEMENT	23,153	0	10,000	0	0
6970	TRAINING	17,982	16,800	700	7,600	15,000
6971	TUITION REIMBURSEMENT	4,110	12,400	5,200	13,300	10,200
6977	EMPLOYEE SUPPORT	1,320	1,400	1,400	1,400	1,400
Total: OPERATING EXPENSES		1,146,816	1,266,815	1,001,200	1,128,500	1,132,000
SPECIAL PROGRAMS						
7214	CHAMBER OF COMMERCE	77,960	79,000	80,900	84,100	87,500
7218	PBID ASSESSMENT	5,593	5,600	5,900	6,100	6,400
Total: SPECIAL PROGRAMS		83,553	84,600	86,800	90,200	93,900
Total Division:		4,378,483	4,751,915	4,300,700	4,637,200	4,880,600

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR (2.41)%

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 4101		DEV SVCS-ADMIN				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	117,830	119,300	120,300	184,100	186,100
4014	VACATION SELL BACK	1,879	4,000	4,000	5,500	5,500
4015	ALLOWANCES	2,636	2,600	2,600	3,100	3,100
4021	LONGEVITY PAY	1,476	1,500	1,500	1,900	1,900
4241	P.E.R.S	39,051	46,400	46,700	73,700	78,400
4242	NON-PERSABLE COMPENSATION	491	500	500	800	800
4244	MEDICAL/DENTAL INSURANCE	13,189	13,300	13,100	25,100	25,100
4245	LONG TERM DISABILITY	73	100	100	100	100
4247	LIFE INSURANCE	291	300	300	500	500
4250	FICA/HOSPITAL INSURANCE	1,757	1,800	1,800	2,800	2,800
4299	VACANCY RATE	0	-5,600	0	-8,800	-9,000
Total: SALARIES & WAGES		178,672	184,200	190,900	288,800	295,300
SUPPLIES						
5110	OFFICE SUPPLIES	1,943	1,700	1,000	1,500	2,000
5125	PRINT SHOP	0	200	100	200	200
Total: SUPPLIES		1,943	1,900	1,100	1,700	2,200
OPERATING EXPENSES						
6160	CONTRACT SERVICES	7,746	8,300	8,300	8,500	8,500
6505	GENERAL LIABILITY	80,800	81,500	81,500	85,300	85,800
6507	WORKERS' COMPENSATION	39,600	43,200	43,200	43,200	43,200
6750	VEHICLE MAINTENANCE	2,863	3,000	3,000	1,500	1,500
6751	VEHICLE FUEL USAGE	0	0	0	300	300
6752	VEHICLE 3RD PARTY SVC	0	0	0	1,100	1,100
6930	MEMBERSHIP & PUBLICATIONS	984	900	900	2,400	2,400
6940	OFFICIAL MEETINGS	3,086	1,000	700	1,100	5,200
6960	EQUIPMENT REPLACEMENT	23,153	0	10,000	0	0
6970	TRAINING	0	5,000	0	300	1,300
6977	EMPLOYEE SUPPORT	1,320	1,400	1,400	1,400	1,400
Total: OPERATING EXPENSES		159,553	144,300	149,000	145,100	150,700
Total:		340,168	330,400	341,000	435,600	448,200

Fund/Division: 0014101

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

31.84 %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED	
DIVISION: 4103		DEV SVCS-PLANNING					
SALARIES & WAGES							
4010	REGULAR EMPLOYEES	531,370	585,900	503,200	571,900	588,100	
4014	VACATION SELL BACK	4,380	6,500	6,500	7,500	7,500	
4015	ALLOWANCES	980	1,000	1,000	1,000	1,000	
4021	LONGEVITY PAY	2,828	3,300	2,300	3,300	3,300	
4032	PART-TIME NON-PERS	2,336	0	0	0	0	
4130	OVERTIME	297	600	600	6,000	6,000	
4241	P.E.R.S	164,240	213,400	183,100	218,600	236,700	
4242	NON-PERSABLE COMPENSATION	830	900	900	800	800	
4244	MEDICAL/DENTAL INSURANCE	91,168	92,800	82,200	90,800	90,800	
4245	LONG TERM DISABILITY	596	500	500	600	600	
4247	LIFE INSURANCE	806	800	700	800	800	
4250	FICA/HOSPITAL INSURANCE	8,215	8,600	7,600	8,500	8,800	
4299	VACANCY RATE	0	-27,200	0	-26,900	-27,900	
Total: SALARIES & WAGES		808,046	887,100	788,600	882,900	916,500	
SUPPLIES							
5110	OFFICE SUPPLIES	29,935	25,000	15,000	15,000	18,000	
5125	PRINT SHOP	7,663	10,000	5,400	7,000	8,000	
Total: SUPPLIES		37,597	35,000	20,400	22,000	26,000	
OPERATING EXPENSES							
6160	CONTRACT SERVICES	111,102	171,050	68,200	164,400	106,700	
6310	MILEAGE	55	100	100	400	400	
6730	OFFICE EQUIPMENT	523	2,000	1,800	1,800	3,800	
6750	VEHICLE MAINTENANCE	1,530	1,100	1,100	500	500	
6751	VEHICLE FUEL USAGE	0	0	0	200	200	
6752	VEHICLE 3RD PARTY SVC	0	0	0	400	400	
6903	PERMITS FEES	75	600	300	600	600	
6930	MEMBERSHIP & PUBLICATIONS	2,567	4,600	3,200	4,000	4,900	
6940	OFFICIAL MEETINGS	4,380	8,165	5,000	3,300	10,000	
6970	TRAINING	9,308	2,600	-4,000	1,400	4,800	
6971	TUITION REIMBURSEMENT	1,500	5,100	3,000	5,100	5,100	
Total: OPERATING EXPENSES		131,040	195,315	78,700	182,100	137,400	
Total:		976,684	1,117,415	887,700	1,087,000	1,079,900	
Fund/Division: 0014103							
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR (2.72) %							

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 4104		DEV SVCS-BUILDING/SAFETY				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	560,104	582,300	589,300	601,800	607,700
4011	SPECIALIST PAY	965	1,000	1,000	1,000	1,000
4014	VACATION SELL BACK	7,417	4,500	4,500	4,500	4,500
4015	ALLOWANCES	3,458	2,900	2,900	2,900	2,900
4021	LONGEVITY PAY	6,594	5,900	6,000	6,600	6,600
4130	OVERTIME	598	3,000	100	2,300	2,300
4241	P.E.R.S.	179,094	216,600	218,600	234,500	249,400
4242	NON-PERSABLE COMPENSATION	654	600	600	700	700
4244	MEDICAL/DENTAL INSURANCE	92,283	97,500	95,500	97,500	97,500
4245	LONG TERM DISABILITY	618	600	600	700	700
4247	LIFE INSURANCE	703	700	700	800	800
4250	FICA/HOSPITAL INSURANCE	9,376	8,600	9,500	8,900	9,000
4299	VACANCY RATE	0	-27,500	0	-28,700	-29,300
Total: SALARIES & WAGES		861,864	896,700	929,300	933,500	953,800
SUPPLIES						
5110	OFFICE SUPPLIES	4,139	4,000	3,000	3,000	4,000
5125	PRINT SHOP	1,747	1,800	1,200	1,800	1,800
5280	UNIFORM	1,585	1,900	1,300	1,300	1,900
Total: SUPPLIES		7,471	7,700	5,500	6,100	7,700
OPERATING EXPENSES						
6160	CONTRACT SERVICES	3,900	7,500	5,800	29,700	18,000
6165	PLAN CHECK SERVICES	581,924	570,000	510,000	470,000	550,000
6310	MILEAGE	524	300	300	300	300
6730	OFFICE EQUIPMENT	2,354	2,500	0	2,000	2,000
6750	VEHICLE MAINTENANCE	15,329	16,000	16,000	7,900	7,900
6751	VEHICLE FUEL USAGE	0	0	0	4,500	4,900
6752	VEHICLE 3RD PARTY SVC	0	0	0	2,300	2,300
6930	MEMBERSHIP & PUBLICATIONS	1,535	7,500	7,500	1,900	2,000
6940	OFFICIAL MEETINGS	1,725	4,300	1,700	2,000	3,000
6970	TRAINING	4,922	3,600	3,300	2,500	3,600
6971	TUITION REIMBURSEMENT	0	2,200	2,200	0	0
Total: OPERATING EXPENSES		612,213	613,900	546,800	523,100	594,000
Total:		1,481,547	1,518,300	1,481,600	1,462,700	1,555,500
Fund/Division: 0014104						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						(3.66) %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 4105		DEV SVCS-CODE SERVICES				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	248,976	274,700	247,100	263,400	271,600
4014	VACATION SELL BACK	662	1,300	200	700	700
4015	ALLOWANCES	2,941	2,900	2,000	1,900	1,900
4021	LONGEVITY PAY	0	500	0	1,100	1,100
4130	OVERTIME	0	2,300	0	1,500	1,500
4241	P.E.R.S	74,353	97,700	87,300	98,400	106,900
4242	NON-PERSABLE COMPENSATION	155	200	200	200	200
4244	MEDICAL/DENTAL INSURANCE	61,271	62,100	58,800	55,400	55,400
4245	LONG TERM DISABILITY	421	400	400	400	400
4247	LIFE INSURANCE	359	300	300	400	400
4250	FICA/HOSPITAL INSURANCE	4,093	4,000	4,300	3,800	4,000
4299	VACANCY RATE	0	-13,400	0	-12,800	-13,300
Total: SALARIES & WAGES		393,232	433,000	400,600	414,400	430,800
SUPPLIES						
5110	OFFICE SUPPLIES	2,959	3,000	3,000	3,600	4,500
5125	PRINT SHOP	1,409	7,900	1,300	1,900	2,200
5280	UNIFORM	481	1,500	1,000	1,300	1,300
Total: SUPPLIES		4,849	12,400	5,300	6,800	8,000
OPERATING EXPENSES						
6160	CONTRACT SERVICES	33,752	41,500	36,000	61,200	50,000
6310	MILEAGE	283	400	0	400	400
6730	OFFICE EQUIPMENT	0	600	500	0	0
6750	VEHICLE MAINTENANCE	252	0	0	0	0
6930	MEMBERSHIP & PUBLICATIONS	570	700	400	600	600
6940	OFFICIAL MEETINGS	3,420	4,000	2,200	0	3,900
6970	TRAINING	1,522	2,100	1,400	1,500	2,400
6971	TUITION REIMBURSEMENT	0	5,100	0	0	0
Total: OPERATING EXPENSES		39,800	54,400	40,500	63,700	57,300
Total:		437,882	499,800	446,400	484,900	496,100

Fund/Division: 0014105

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(2.98) %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 4106		DEV SVCS-BUSINESS LICENSE				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	125,043	131,700	135,400	138,700	140,700
4011	SPECIALIST PAY	965	1,000	1,000	1,000	1,000
4014	VACATION SELL BACK	0	1,600	0	0	0
4021	LONGEVITY PAY	2,732	2,700	2,800	2,700	2,700
4130	OVERTIME	0	0	400	1,100	1,100
4241	P.E.R.S	40,518	50,300	51,600	55,300	59,100
4244	MEDICAL/DENTAL INSURANCE	26,433	26,700	26,300	26,700	26,700
4245	LONG TERM DISABILITY	183	200	200	200	200
4247	LIFE INSURANCE	123	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	2,163	2,000	2,300	2,100	2,100
4299	VACANCY RATE	0	-6,400	0	-6,800	-7,000
Total: SALARIES & WAGES		198,159	209,900	220,100	221,100	226,700
SUPPLIES						
5110	OFFICE SUPPLIES	10,721	12,500	9,500	9,500	9,500
5125	PRINT SHOP	4,471	6,000	6,000	6,000	7,000
Total: SUPPLIES		15,191	18,500	15,500	15,500	16,500
OPERATING EXPENSES						
6160	CONTRACT SERVICES	9,382	13,800	9,800	10,200	10,500
6310	MILEAGE	179	300	200	300	300
6730	OFFICE EQUIPMENT	0	1,600	200	0	0
6930	MEMBERSHIP & PUBLICATIONS	100	200	100	100	100
6940	OFFICIAL MEETINGS	1,379	1,600	1,200	300	1,700
6970	TRAINING	594	1,000	0	400	400
6971	TUITION REIMBURSEMENT	2,610	0	0	8,200	5,100
Total: OPERATING EXPENSES		14,244	18,500	11,500	19,500	18,100
Total:		227,595	246,900	247,100	256,100	261,300

Fund/Division: 0014106

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

3.73 %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 4107		DEV SVCS-ENGINEERING				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	348,478	384,700	315,000	311,700	398,800
4014	VACATION SELL BACK	3,162	4,000	4,000	6,300	6,300
4015	ALLOWANCES	490	500	500	500	500
4021	LONGEVITY PAY	3,239	3,600	3,600	3,600	3,600
4130	OVERTIME	88	0	0	0	0
4241	P.E.R.S	111,744	144,600	119,600	124,500	165,300
4242	NON-PERSABLE COMPENSATION	963	1,000	1,000	1,000	1,000
4244	MEDICAL/DENTAL INSURANCE	52,837	58,100	46,100	44,700	58,100
4245	LONG TERM DISABILITY	325	300	300	300	400
4247	LIFE INSURANCE	691	700	600	700	800
4250	FICA/HOSPITAL INSURANCE	5,255	5,600	4,800	4,700	5,900
4299	VACANCY RATE	0	-18,100	0	-18,400	-19,000
Total: SALARIES & WAGES		527,272	585,000	495,500	479,600	621,700
SUPPLIES						
5110	OFFICE SUPPLIES	2,254	3,000	2,000	2,000	3,000
5125	PRINT SHOP	358	1,000	500	700	700
Total: SUPPLIES		2,612	4,000	2,500	2,700	3,700
OPERATING EXPENSES						
6160	CONTRACT SERVICES	54,512	54,600	48,000	76,000	61,300
6730	OFFICE EQUIPMENT	3,748	4,000	3,000	3,000	4,000
6930	MEMBERSHIP & PUBLICATIONS	1,340	1,100	1,100	1,500	1,500
6940	OFFICIAL MEETINGS	723	2,700	200	0	2,500
6970	TRAINING	1,635	2,500	0	1,500	2,500
Total: OPERATING EXPENSES		61,958	64,900	52,300	82,000	71,800
Total:		591,842	653,900	550,300	564,300	697,200

Fund/Division: 0014107

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(13.70) %

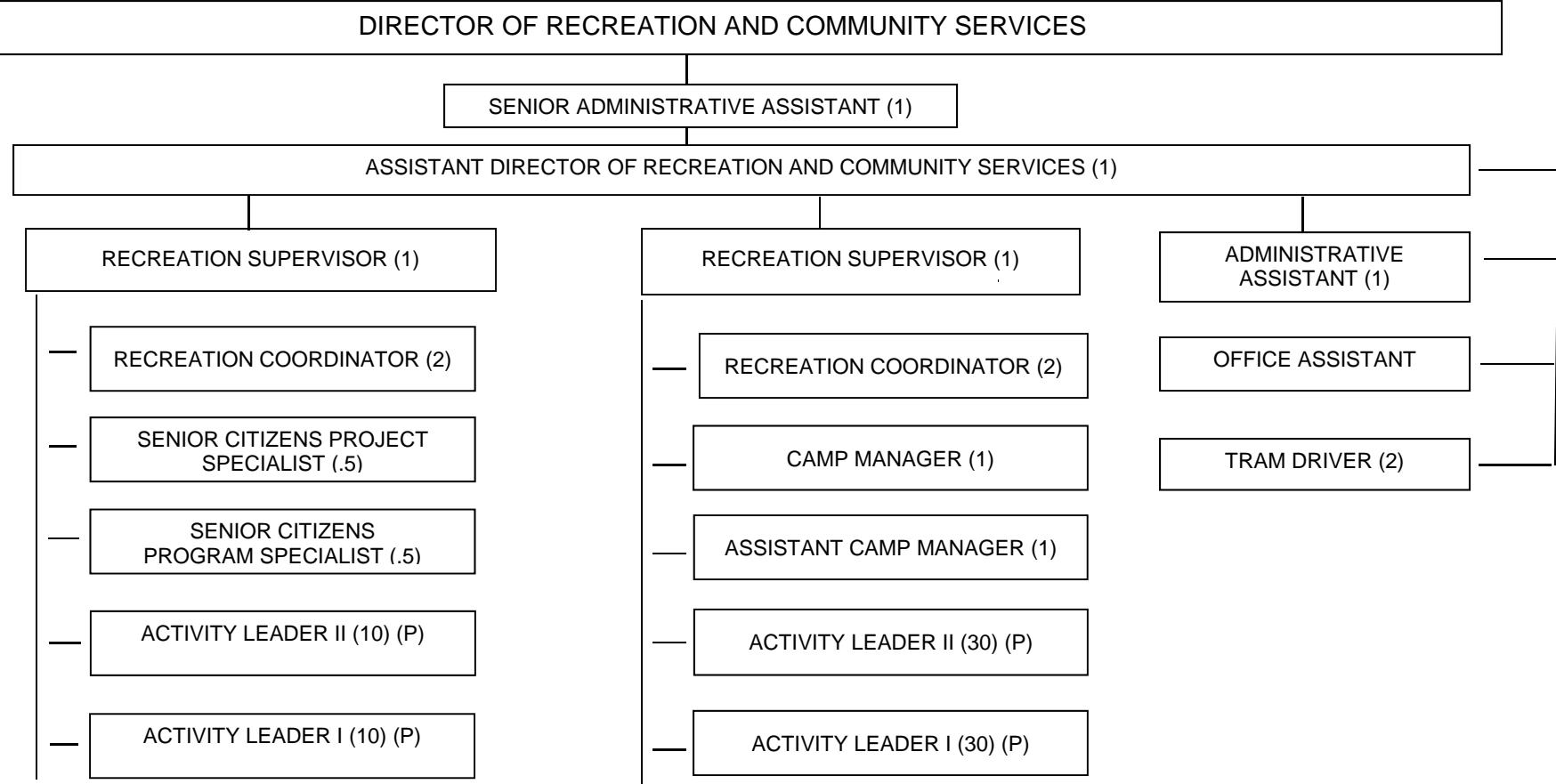
ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 4108		DSD-ECONOMIC DEVELOPMENT				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	70,983	78,400	84,500	89,200	89,200
4014	VACATION SELL BACK	1,412	2,500	2,500	3,000	3,000
4021	LONGEVITY PAY	876	1,200	1,300	1,400	1,400
4241	P.E.R.S	23,526	30,600	32,900	36,400	38,400
4242	NON-PERSABLE COMPENSATION	354	400	400	400	400
4244	MEDICAL/DENTAL INSURANCE	12,198	13,000	13,600	14,700	14,700
4245	LONG TERM DISABILITY	66	100	100	100	100
4247	LIFE INSURANCE	216	200	200	300	300
4250	FICA/HOSPITAL INSURANCE	1,161	1,200	1,400	1,300	1,300
4299	VACANCY RATE	0	-3,800	0	-4,300	-4,400
Total: SALARIES & WAGES		110,792	123,800	136,900	142,500	144,400
SUPPLIES						
5110	OFFICE SUPPLIES	239	300	400	400	400
5125	PRINT SHOP	175	1,000	100	500	1,000
Total: SUPPLIES		414	1,300	500	900	1,400
OPERATING EXPENSES						
6160	CONTRACT SERVICES	113,149	159,900	109,000	103,800	90,000
6930	MEMBERSHIP & PUBLICATIONS	11,728	12,500	12,500	9,200	12,700
6940	OFFICIAL MEETINGS	3,129	3,100	900	0	0
Total: OPERATING EXPENSES		128,007	175,500	122,400	113,000	102,700
SPECIAL PROGRAMS						
7214	CHAMBER OF COMMERCE	77,960	79,000	80,900	84,100	87,500
7218	PBID ASSESSMENT	5,593	5,600	5,900	6,100	6,400
Total: SPECIAL PROGRAMS		83,553	84,600	86,800	90,200	93,900
Total:		322,765	385,200	346,600	346,600	342,400

Fund/Division: 0014108

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(10.02) %

RECREATION AND COMMUNITY SERVICES



RECREATION AND COMMUNITY SERVICES DEPARTMENT

Description:

Through diverse and innovative programming, and broad partnerships, the Recreation and Community Services Department plays an important role in creating a healthy community. By providing space to learn and play, space to be safe and secure, and space to create and imagine, the Department strives to improve the quality of life for residents.

The Department consists of three divisions: Recreation Services, Senior Citizen Services, and Recreation Facilities. Each Division's principal responsibilities are as follows:

- The Recreation Services Division is responsible for providing programs and activities which meet the recreational needs of the community. A diverse selection of programs is offered for youth, adults, and families to provide the opportunity for positive recreation experiences and to promote health and wellness. Most city wide special events are also handled by this division.
- The Senior Citizen Services Division is responsible for providing recreational, educational and social service programs for persons 50 years of age and older. The Division ensures that senior adults are informed of activities, services, and issues of importance and interest. The Division offers a comprehensive program for the local senior population, primarily utilizing the City's Community/Senior Center.
- The Recreation Facilities Division works cooperatively with the Public Works Services Department to ensure that the City is providing safe, well-maintained recreational facilities and parks for organized activities and general community use. The Division is responsible for scheduling use of parks and facilities for sports organizations and other non-profit community groups. In addition, the Division works cooperatively with the Library/Museum and Arcadia Unified School District to maximize joint use of facilities. The Division is also responsible for the programming and scheduling of the City's Wilderness Park/Preserve and Transit Plaza.

Recreation and Community Services Department – Continued

FY 2020-21 Work Plan:

The following items highlight the Department's major work plan elements for the upcoming fiscal year.

1. Continue to operate a fiscally sound department and strengthen staff's knowledge of the budget and process.
2. Ensure there are accessible parks and recreation facilities that provide a positive experience and meet community needs.
3. Enhance the quality of life in the community by providing positive recreation programs, leisure opportunities, and community services to meet the diverse needs of City residents.
4. Build and maintain community partnerships.
5. Improve the quality of existing recreation facilities. Continue to work cooperatively with the Arcadia Unified School District and the Public Works Services Department to maximize our efforts.
6. Continue to support and encourage relationships with volunteer groups, non-profit organizations, service clubs, and local businesses to provide recreational opportunities for the community.
7. Provide the community with a well-trained, effective staff and ensure adequate staffing levels are maintained to provide the very best service for the community.
8. Continue to plan programs to operate at the Joint Use Gymnasium at Dana Middle School. Work cooperatively with the Arcadia Unified School District to schedule use. Work with AUSD on the track replacement project.
9. Continue to implement projects from the Recreation and Parks Master Plan. Finish Eisenhower Park and begin Newcastle Park. Explore grant opportunities with the Public Works Services Department.
10. Continue implementing the City's Homelessness Plan. Plan a homeless forum and inform the community about the way Arcadia is responding to homelessness. Continue to research grant opportunities, apply for them and implement and administer the grants. Explore opportunities for homeless shelters.

FY20-21 EMPLOYEE COUNT BY DEPARTMENT

RECREATION

<i>Position</i>	<i>FTE</i>
Administrative Assistant	1.00
Assistant Director of Recreation and Community Services	1.00
Director Of Recreation and Community Services	1.00
Office Assistant	1.00
Recreation Coordinator	4.00
Recreation Supervisor	2.00
Senior Administrative Assistant	1.00
Senior Citizen Project Specialist	0.50
Senior City Program Specialist	0.50
TOTAL	12.00

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DEPARTMENTAL SUMMARY						
5500 RECREATION & COMMUNITY SERVICES						
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	838,818	873,700	823,000	828,700	844,900
4011	SPECIALIST PAY	965	1,000	1,000	1,000	1,000
4014	VACATION SELL BACK	2,064	4,000	7,200	2,900	3,400
4015	ALLOWANCES	7,672	7,500	7,000	6,700	6,700
4021	LONGEVITY PAY	9,349	10,000	8,900	12,300	12,300
4030	PART-TIME PERS ONLY	0	0	0	15,800	15,800
4032	PART-TIME NON-PERS	515,454	506,900	517,500	370,300	524,000
4241	P.E.R.S.	267,481	327,600	308,700	323,800	347,400
4242	NON-PERSABLE COMPENSATION	2,088	2,200	2,200	1,800	1,800
4244	MEDICAL/DENTAL INSURANCE	176,504	177,400	167,500	170,700	170,700
4245	LONG TERM DISABILITY	1,200	1,100	1,100	1,200	1,200
4247	LIFE INSURANCE	1,849	1,800	1,600	1,600	1,600
4250	FICA/HOSPITAL INSURANCE	21,470	20,100	20,200	18,900	20,300
4299	VACANCY RATE	0	-57,800	0	-40,900	-42,000
Total: SALARIES & WAGES		1,844,914	1,875,500	1,865,900	1,714,800	1,909,100
SUPPLIES						
5110	OFFICE SUPPLIES	16,616	17,300	10,300	15,600	17,300
5115	PROGRAM EXPENSES	18,139	20,000	13,000	5,500	20,000
5116	SENIOR MEAL PROGRAM	39,925	43,700	17,100	29,000	29,000
5125	PRINT SHOP	51,802	54,500	44,500	50,500	54,500
5210	ATHLETIC	867	2,400	1,100	300	1,300
5220	AWARDS	2,172	2,300	1,800	0	3,600
5230	BUILDING AND GROUNDS	19,378	18,200	17,700	17,700	18,200
5241	DAY CAMP	56,777	61,600	46,700	42,400	61,500
5242	WINTER/SPRING/FALL CAMP	2,111	3,500	1,200	2,800	3,500
5243	SPORTS CAMP	12,966	15,500	13,300	5,300	16,300
5244	NATURE	217	400	100	100	200
5250	CRAFT	21	1,000	200	500	500
5280	UNIFORM	3,352	4,000	2,700	1,400	3,800
5410	TOOLS	72	100	100	100	100
Total: SUPPLIES		224,413	244,500	169,800	171,200	229,800
OPERATING EXPENSES						
6160	CONTRACT SERVICES	174,664	165,700	130,100	147,800	164,800
6163	CABLE TECH SERVICES	2,696	3,500	3,200	3,500	3,500
6169	CONTRACT EMPLOYEES	542,789	518,700	466,200	354,600	587,400
6210	TELEPHONE	7,360	7,400	7,900	8,200	8,400
6505	GENERAL LIABILITY	59,400	59,900	59,900	62,700	63,100
6507	WORKERS' COMPENSATION	70,700	77,200	77,200	77,200	77,200
6611	ELECTRIC	87,720	97,500	85,800	93,900	97,800
6612	GAS	7,793	7,200	5,800	6,400	6,700
6614	WATER	5,985	6,400	7,500	8,000	8,000
6730	OFFICE EQUIPMENT	5,072	5,200	4,000	5,100	5,200
6750	VEHICLE MAINTENANCE	6,210	9,200	9,200	4,500	4,500
6751	VEHICLE FUEL USAGE	0	0	0	2,300	2,500
6752	VEHICLE 3RD PARTY SVC	0	0	0	1,800	1,800
6760	BUILDING REPAIR & MAINT	13,878	19,000	15,000	18,000	19,000
6930	MEMBERSHIP & PUBLICATIONS	5,790	8,300	6,200	6,300	9,100
6940	OFFICIAL MEETINGS	6,046	11,000	6,600	1,600	7,600

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
6960	EQUIPMENT REPLACEMENT	18,256	15,000	15,000	15,000	15,000
6970	TRAINING	198	0	0	0	0
6971	TUITION REIMBURSEMENT	0	0	5,100	5,200	5,200
6977	EMPLOYEE SUPPORT	763	800	800	800	800
6998	MISC EXP	500	500	500	500	500
Total: OPERATING EXPENSES		1,015,820	1,012,500	906,000	823,400	1,088,100
SPECIAL PROGRAMS						
7130	SENIOR CITIZENS COMM	2,540	3,000	2,500	1,000	3,000
7160	EXPENDITURE REIMBURSED	7,913	7,800	3,200	0	7,800
7206	BULK MAILING	16,000	16,000	16,000	17,000	17,000
7220	EXCURSIONS/SPECIAL EVENT	142,390	144,400	100,700	40,300	138,400
Total: SPECIAL PROGRAMS		168,843	171,200	122,400	58,300	166,200
Total Division:		3,253,991	3,303,700	3,064,100	2,767,700	3,393,200

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR (16.22)%

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 5501		RECREATION-ADMIN				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	263,800	269,100	282,000	246,000	246,000
4011	SPECIALIST PAY	965	1,000	1,000	1,000	1,000
4014	VACATION SELL BACK	0	0	2,000	2,000	2,000
4015	ALLOWANCES	5,270	5,200	4,900	4,400	4,400
4021	LONGEVITY PAY	1,639	2,100	2,000	2,500	2,500
4032	PART-TIME NON-PERS	6,689	5,500	6,800	6,500	6,500
4241	P.E.R.S	84,363	101,300	105,200	96,900	102,100
4242	NON-PERSABLE COMPENSATION	787	800	900	700	700
4244	MEDICAL/DENTAL INSURANCE	49,394	45,300	45,800	42,500	42,500
4245	LONG TERM DISABILITY	275	300	300	300	300
4247	LIFE INSURANCE	572	600	600	500	500
4250	FICA/HOSPITAL INSURANCE	4,350	4,000	4,400	3,700	3,700
4299	VACANCY RATE	0	-13,100	0	-12,000	-12,100
Total: SALARIES & WAGES		418,103	422,100	455,900	395,000	400,100
SUPPLIES						
5110	OFFICE SUPPLIES	9,421	9,500	4,900	10,700	9,500
5125	PRINT SHOP	48,418	50,000	40,000	50,000	50,000
5230	BUILDING AND GROUNDS	1,500	3,000	3,000	3,000	3,000
Total: SUPPLIES		59,339	62,500	47,900	63,700	62,500
OPERATING EXPENSES						
6160	CONTRACT SERVICES	13,280	15,100	11,600	15,100	15,100
6505	GENERAL LIABILITY	59,400	59,900	59,900	62,700	63,100
6507	WORKERS' COMPENSATION	70,700	77,200	77,200	77,200	77,200
6750	VEHICLE MAINTENANCE	4,477	8,000	8,000	3,900	3,900
6751	VEHICLE FUEL USAGE	0	0	0	2,100	2,300
6752	VEHICLE 3RD PARTY SVC	0	0	0	1,400	1,400
6930	MEMBERSHIP & PUBLICATIONS	5,614	6,800	5,500	5,600	6,800
6940	OFFICIAL MEETINGS	6,046	10,400	6,000	1,000	7,000
6960	EQUIPMENT REPLACEMENT	18,256	15,000	15,000	15,000	15,000
6977	EMPLOYEE SUPPORT	763	800	800	800	800
6998	MISC EXP	500	500	500	500	500
Total: OPERATING EXPENSES		179,035	193,700	184,500	185,300	193,100
SPECIAL PROGRAMS						
7160	EXPENDITURE REIMBURSED	0	0	400	0	0
7206	BULK MAILING	16,000	16,000	16,000	17,000	17,000
7220	EXCURSIONS/SPECIAL EVENT	-75	0	0	0	0
Total: SPECIAL PROGRAMS		15,925	16,000	16,400	17,000	17,000
Total:		672,402	694,300	704,700	661,000	672,700
Fund/Division: 0015501		OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR (4.80) %				

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 5502		RECREATION-COMMUNITY CTR				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	28,088	48,700	45,700	47,300	48,100
4014	VACATION SELL BACK	0	800	800	200	400
4015	ALLOWANCES	256	300	300	300	300
4021	LONGEVITY PAY	337	700	700	900	900
4030	PART-TIME PERS ONLY	0	0	0	8,800	8,800
4032	PART-TIME NON-PERS	25,036	36,800	26,300	23,200	26,200
4241	P.E.R.S	9,118	18,400	17,600	18,700	20,000
4242	NON-PERSABLE COMPENSATION	87	200	100	200	200
4244	MEDICAL/DENTAL INSURANCE	6,503	9,400	9,300	9,400	9,400
4245	LONG TERM DISABILITY	46	100	100	100	100
4247	LIFE INSURANCE	75	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	888	1,200	1,300	1,300	1,200
4299	VACANCY RATE	0	-3,500	0	-2,300	-2,400
Total: SALARIES & WAGES		70,434	113,200	102,300	108,200	113,300
SUPPLIES						
5110	OFFICE SUPPLIES	1,769	2,000	2,000	1,500	2,000
5230	BUILDING AND GROUNDS	17,344	14,000	14,000	14,000	14,000
Total: SUPPLIES		19,113	16,000	16,000	15,500	16,000
OPERATING EXPENSES						
6160	CONTRACT SERVICES	79,947	83,000	65,000	81,000	83,000
6163	CABLE TECH SERVICES	1,680	2,300	2,300	2,300	2,300
6210	TELEPHONE	4,733	4,500	5,200	5,300	5,400
6611	ELECTRIC	71,632	75,900	66,300	72,300	75,900
6612	GAS	6,860	6,600	5,100	5,400	5,700
6614	WATER	5,620	6,000	7,200	7,600	7,600
6730	OFFICE EQUIPMENT	5,048	5,000	4,000	5,000	5,000
6760	BUILDING REPAIR & MAINT	10,895	11,000	11,000	10,000	11,000
Total: OPERATING EXPENSES		186,415	194,300	166,100	188,900	195,900
SPECIAL PROGRAMS						
7220	EXCURSIONS/SPECIAL EVENT	1,756	0	0	0	0
Total: SPECIAL PROGRAMS		1,756	0	0	0	0
Total:		277,718	323,500	284,400	312,600	325,200
Fund/Division: 0015502						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						(3.37) %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 5503		DANA GYM				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	79,580	43,300	37,800	43,400	45,300
4014	VACATION SELL BACK	309	0	0	0	0
4015	ALLOWANCES	277	200	100	200	200
4021	LONGEVITY PAY	664	200	100	500	500
4032	PART-TIME NON-PERS	34,270	33,600	36,500	24,500	35,400
4241	P.E.R.S	24,737	15,700	13,600	16,400	18,000
4242	NON-PERSABLE COMPENSATION	197	100	100	100	100
4244	MEDICAL/DENTAL INSURANCE	18,797	10,100	9,500	9,800	9,800
4245	LONG TERM DISABILITY	126	100	100	100	100
4247	LIFE INSURANCE	184	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	1,822	1,100	1,100	1,000	1,200
4299	VACANCY RATE	0	-3,100	0	-2,100	-2,200
Total: SALARIES & WAGES		160,962	101,400	99,000	94,000	108,500
SUPPLIES						
5110	OFFICE SUPPLIES	393	500	500	400	500
5210	ATHLETIC	209	200	100	300	300
Total: SUPPLIES		602	700	600	700	800
OPERATING EXPENSES						
6160	CONTRACT SERVICES	36,921	42,100	28,400	23,800	39,100
6169	CONTRACT EMPLOYEES	87,439	90,300	90,000	84,400	114,800
6611	ELECTRIC	10,385	15,600	14,000	15,600	15,600
6612	GAS	933	600	700	1,000	1,000
6614	WATER	366	400	300	400	400
6760	BUILDING REPAIR & MAINT	2,983	8,000	4,000	8,000	8,000
6930	MEMBERSHIP & PUBLICATIONS	0	600	600	700	700
6971	TUITION REIMBURSEMENT	0	0	2,100	2,100	2,100
Total: OPERATING EXPENSES		139,026	157,600	140,100	136,000	181,700
SPECIAL PROGRAMS						
7220	EXCURSIONS/SPECIAL EVENT	3,499	4,400	1,700	1,400	3,900
Total: SPECIAL PROGRAMS		3,499	4,400	1,700	1,400	3,900
Total:		304,089	264,100	241,400	232,100	294,900
Fund/Division: 0015503						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						(12.12) %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 5504		RECREATION-FEE & CHARGES				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	60,900	68,300	66,600	70,800	71,600
4014	VACATION SELL BACK	155	800	1,900	200	400
4015	ALLOWANCES	354	200	200	200	200
4021	LONGEVITY PAY	252	300	300	500	500
4032	PART-TIME NON-PERS	22,033	24,300	24,300	8,400	25,200
4241	P.E.R.S	19,018	24,900	24,300	27,100	28,800
4242	NON-PERSABLE COMPENSATION	127	100	100	100	100
4244	MEDICAL/DENTAL INSURANCE	16,129	15,200	14,900	15,900	15,900
4245	LONG TERM DISABILITY	93	100	100	100	100
4247	LIFE INSURANCE	128	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	1,397	1,300	1,300	1,300	1,400
4299	VACANCY RATE	0	-4,100	0	-3,500	-3,500
Total: SALARIES & WAGES		120,584	131,500	134,100	121,200	140,800
SUPPLIES						
5110	OFFICE SUPPLIES	542	500	500	500	500
5115	PROGRAM EXPENSES	24	0	0	0	0
Total: SUPPLIES		566	500	500	500	500
OPERATING EXPENSES						
6169	CONTRACT EMPLOYEES	333,663	294,000	275,000	210,000	350,000
6930	MEMBERSHIP & PUBLICATIONS	176	300	100	0	0
6970	TRAINING	198	0	0	0	0
Total: OPERATING EXPENSES		334,037	294,300	275,100	210,000	350,000
SPECIAL PROGRAMS						
7160	EXPENDITURE REIMBURSED	-191	0	0	0	0
7220	EXCURSIONS/SPECIAL EVENT	48,736	51,400	29,000	13,700	50,100
Total: SPECIAL PROGRAMS		48,545	51,400	29,000	13,700	50,100
Total:		503,732	477,700	438,700	345,400	541,400

Fund/Division: 0015504

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(27.70) %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 5505		RECREATION-NATURE				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	32,099	27,800	23,500	27,500	28,900
4015	ALLOWANCES	139	100	200	100	100
4021	LONGEVITY PAY	333	200	200	400	400
4032	PART-TIME NON-PERS	39,032	41,900	41,900	35,300	43,200
4241	P.E.R.S	10,059	10,200	10,000	10,400	11,500
4242	NON-PERSABLE COMPENSATION	101	100	100	0	0
4244	MEDICAL/DENTAL INSURANCE	7,419	6,600	7,200	6,200	6,200
4245	LONG TERM DISABILITY	49	0	0	0	0
4247	LIFE INSURANCE	83	100	0	0	0
4250	FICA/HOSPITAL INSURANCE	1,106	1,000	1,100	1,000	1,000
4299	VACANCY RATE	0	-2,600	0	-1,400	-1,400
Total: SALARIES & WAGES		90,419	85,400	84,200	79,500	89,900
SUPPLIES						
5110	OFFICE SUPPLIES	375	500	300	200	500
5230	BUILDING AND GROUNDS	534	1,200	700	700	1,200
5243	SPORTS CAMP	0	0	100	0	0
5244	NATURE	217	400	100	100	200
5280	UNIFORM	300	300	300	100	300
5410	TOOLS	72	100	100	100	100
Total: SUPPLIES		1,497	2,500	1,600	1,200	2,300
OPERATING EXPENSES						
6160	CONTRACT SERVICES	143	400	0	200	400
6163	CABLE TECH SERVICES	1,016	1,200	900	1,200	1,200
6169	CONTRACT EMPLOYEES	13,846	15,400	10,000	10,500	14,000
6210	TELEPHONE	2,181	2,200	2,400	2,500	2,600
6611	ELECTRIC	5,703	6,000	5,500	6,000	6,300
6730	OFFICE EQUIPMENT	25	200	0	100	200
6750	VEHICLE MAINTENANCE	1,733	1,200	1,200	600	600
6751	VEHICLE FUEL USAGE	0	0	0	200	200
6752	VEHICLE 3RD PARTY SVC	0	0	0	400	400
6971	TUITION REIMBURSEMENT	0	0	1,500	1,600	1,600
Total: OPERATING EXPENSES		24,647	26,600	21,500	23,300	27,500
SPECIAL PROGRAMS						
Total: SPECIAL PROGRAMS		0	0	0	0	0
Total:		116,564	114,500	107,300	104,000	119,700
Fund/Division: 0015505						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						(9.17) %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 5506		RECREATION-FIELDS				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	30,223	40,700	29,100	37,500	39,400
4015	ALLOWANCES	180	300	200	300	300
4021	LONGEVITY PAY	419	500	100	200	200
4032	PART-TIME NON-PERS	0	19,300	15,000	7,500	12,500
4241	P.E.R.S	7,904	15,400	9,300	14,000	15,500
4242	NON-PERSABLE COMPENSATION	161	200	200	100	100
4244	MEDICAL/DENTAL INSURANCE	4,546	7,800	5,300	6,600	6,600
4245	LONG TERM DISABILITY	33	0	0	0	0
4247	LIFE INSURANCE	101	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	525	900	600	700	800
4299	VACANCY RATE	0	-2,500	0	-1,800	-1,900
Total: SALARIES & WAGES		44,091	82,700	59,900	65,200	73,600
SUPPLIES						
Total: SUPPLIES		0	0	0	0	0
OPERATING EXPENSES						
6160	CONTRACT SERVICES	43,713	24,500	24,500	27,000	26,500
Total: OPERATING EXPENSES		43,713	24,500	24,500	27,000	26,500
SPECIAL PROGRAMS						
Total: SPECIAL PROGRAMS		0	0	0	0	0
Total:		87,805	107,200	84,400	92,200	100,100

Fund/Division: 0015506

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(13.99) %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 5507		RECREATION-SENIOR CITIZEN				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	192,271	227,000	217,100	210,700	213,500
4014	VACATION SELL BACK	519	2,000	2,000	400	500
4015	ALLOWANCES	501	500	500	500	500
4021	LONGEVITY PAY	4,052	4,900	4,900	5,300	5,300
4030	PART-TIME PERS ONLY	0	0	0	6,000	6,000
4032	PART-TIME NON-PERS	27,248	23,900	29,200	6,000	18,800
4241	P.E.R.S	64,358	87,100	84,800	85,200	90,800
4242	NON-PERSABLE COMPENSATION	118	300	300	300	300
4244	MEDICAL/DENTAL INSURANCE	41,590	48,700	47,300	47,300	47,300
4245	LONG TERM DISABILITY	366	400	400	400	400
4247	LIFE INSURANCE	307	400	300	400	400
4250	FICA/HOSPITAL INSURANCE	3,605	3,700	4,000	3,500	3,600
4299	VACANCY RATE	0	-12,000	0	-10,600	-10,900
Total: SALARIES & WAGES		334,936	386,900	390,800	355,400	376,500
SUPPLIES						
5110	OFFICE SUPPLIES	3,259	3,500	1,700	2,000	3,500
5115	PROGRAM EXPENSES	18,115	20,000	13,000	5,500	20,000
5116	SENIOR MEAL PROGRAM	39,925	43,700	17,100	29,000	29,000
5125	PRINT SHOP	3,192	4,000	4,000	500	4,000
Total: SUPPLIES		64,491	71,200	35,800	37,000	56,500
OPERATING EXPENSES						
6169	CONTRACT EMPLOYEES	84,759	84,000	66,000	42,000	84,000
Total: OPERATING EXPENSES		84,759	84,000	66,000	42,000	84,000
SPECIAL PROGRAMS						
7130	SENIOR CITIZENS COMM	2,540	3,000	2,500	1,000	3,000
7160	EXPENDITURE REIMBURSED	8,104	7,800	2,800	0	7,800
7220	EXCURSIONS/SPECIAL EVENT	27,548	27,600	24,000	11,100	27,700
Total: SPECIAL PROGRAMS		38,191	38,400	29,300	12,100	38,500
Total:		522,377	580,500	521,900	446,500	555,500

Fund/Division: 0015507

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(23.08) %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 5508		RECREATION-CAMPING				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	32,871	33,000	25,000	32,200	33,800
4014	VACATION SELL BACK	309	0	0	0	0
4015	ALLOWANCES	142	200	100	200	200
4021	LONGEVITY PAY	334	200	100	400	400
4032	PART-TIME NON-PERS	92,077	96,800	87,500	62,900	97,000
4241	P.E.R.S	9,641	12,000	9,100	12,100	13,400
4242	NON-PERSABLE COMPENSATION	116	100	100	100	100
4244	MEDICAL/DENTAL INSURANCE	6,256	7,500	6,200	7,100	7,100
4245	LONG TERM DISABILITY	43	0	0	0	0
4247	LIFE INSURANCE	88	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	1,882	1,900	1,400	1,400	1,900
4299	VACANCY RATE	0	-4,500	0	-1,600	-1,700
Total: SALARIES & WAGES		143,760	147,300	129,600	114,900	152,300
SUPPLIES						
5241	DAY CAMP	56,777	61,600	46,700	42,400	61,500
5242	WINTER/SPRING/FALL CAMP	2,111	3,500	1,200	2,800	3,500
5243	SPORTS CAMP	12,966	15,500	13,200	5,300	16,300
Total: SUPPLIES		71,854	80,600	61,100	50,500	81,300
OPERATING EXPENSES						
6940	OFFICIAL MEETINGS	0	600	600	600	600
6971	TUITION REIMBURSEMENT	0	0	500	500	500
Total: OPERATING EXPENSES		0	600	1,100	1,100	1,100
SPECIAL PROGRAMS						
7220	EXCURSIONS/SPECIAL EVENT	57	0	0	0	0
Total: SPECIAL PROGRAMS		57	0	0	0	0
Total:		215,670	228,500	191,800	166,500	234,700
Fund/Division: 0015508		OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				
		(27.13) %				

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 5510		RECREATION-YOUTH MASTER				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	105,910	96,700	78,000	94,000	98,700
4014	VACATION SELL BACK	695	0	0	0	0
4015	ALLOWANCES	516	400	400	400	400
4021	LONGEVITY PAY	1,235	700	300	1,300	1,300
4030	PART-TIME PERS ONLY	0	0	0	1,000	1,000
4032	PART-TIME NON-PERS	250,063	211,200	232,200	189,500	245,000
4241	P.E.R.S	34,207	35,500	28,000	35,400	39,200
4242	NON-PERSABLE COMPENSATION	354	200	200	100	100
4244	MEDICAL/DENTAL INSURANCE	23,605	22,900	18,100	22,000	22,000
4245	LONG TERM DISABILITY	152	100	100	200	200
4247	LIFE INSURANCE	281	200	200	100	100
4250	FICA/HOSPITAL INSURANCE	5,397	4,500	4,500	4,500	5,000
4299	VACANCY RATE	0	-11,100	0	-4,600	-4,900
Total: SALARIES & WAGES		422,416	361,300	362,000	343,900	408,100
SUPPLIES						
5110	OFFICE SUPPLIES	519	500	200	0	500
5125	PRINT SHOP	192	500	500	0	500
5210	ATHLETIC	658	2,200	1,000	0	1,000
5220	AWARDS	2,172	2,300	1,800	0	3,600
5250	CRAFT	21	1,000	200	500	500
5280	UNIFORM	3,052	3,700	2,400	1,300	3,500
Total: SUPPLIES		6,613	10,200	6,100	1,800	9,600
OPERATING EXPENSES						
6160	CONTRACT SERVICES	660	600	600	700	700
6169	CONTRACT EMPLOYEES	4,932	7,000	6,200	0	7,100
6210	TELEPHONE	446	700	300	400	400
6930	MEMBERSHIP & PUBLICATIONS	0	600	0	0	1,600
6971	TUITION REIMBURSEMENT	0	0	1,000	1,000	1,000
Total: OPERATING EXPENSES		6,038	8,900	8,100	2,100	10,800
SPECIAL PROGRAMS						
7220	EXCURSIONS/SPECIAL EVENT	60,871	60,500	46,000	14,000	56,600
Total: SPECIAL PROGRAMS		60,871	60,500	46,000	14,000	56,600
Total:		495,939	440,900	422,200	361,800	485,100

Fund/Division: 0015510

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(17.94) %

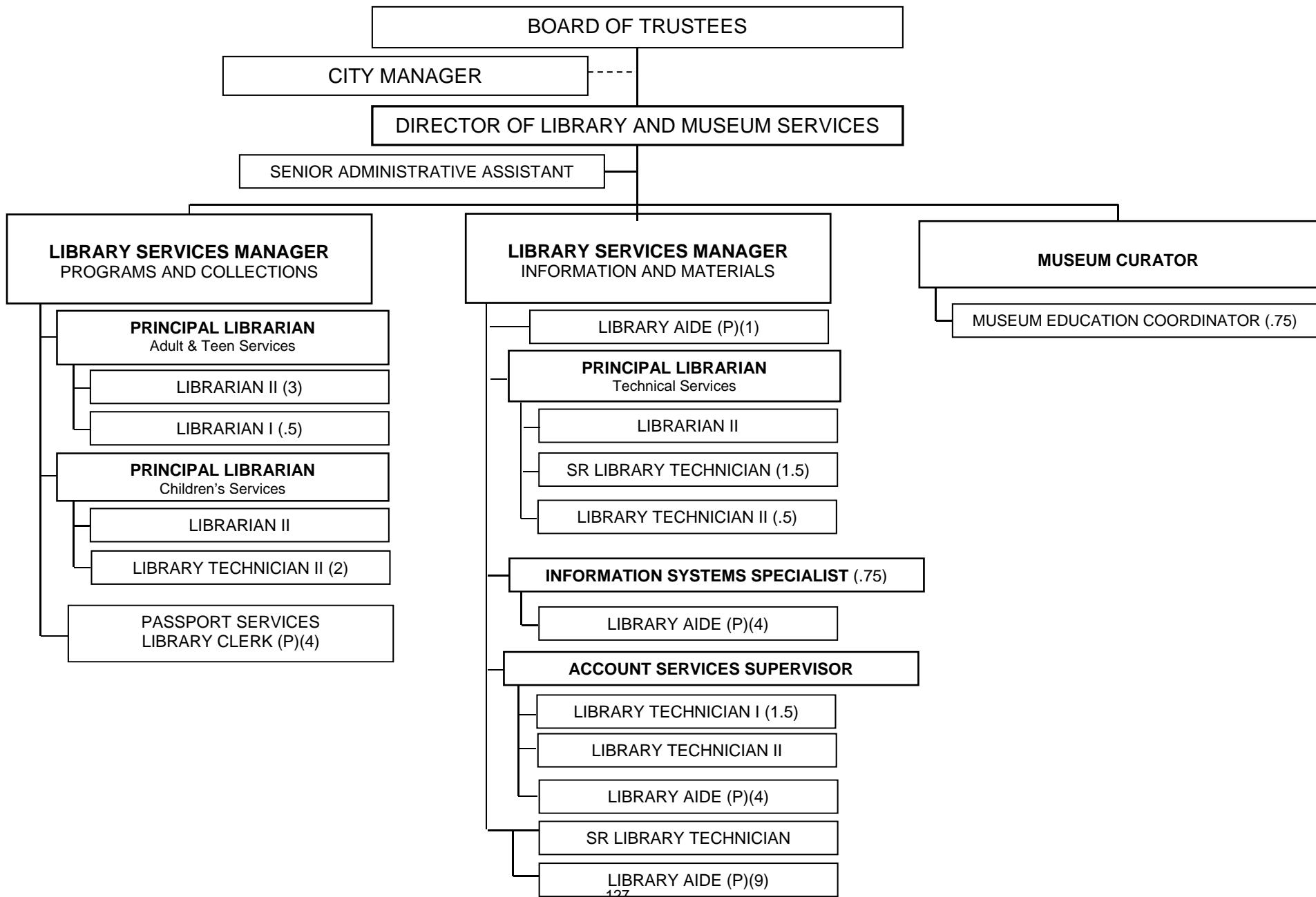
ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 5520		RECREATION-MUSEUM EDUCATN				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	13,076	19,100	18,200	19,300	19,600
4014	VACATION SELL BACK	77	400	500	100	100
4015	ALLOWANCES	37	100	100	100	100
4021	LONGEVITY PAY	85	200	200	300	300
4032	PART-TIME NON-PERS	19,007	13,600	17,800	6,500	14,200
4241	P.E.R.S	4,076	7,100	6,800	7,600	8,100
4242	NON-PERSABLE COMPENSATION	39	100	100	100	100
4244	MEDICAL/DENTAL INSURANCE	2,266	3,900	3,900	3,900	3,900
4245	LONG TERM DISABILITY	17	0	0	0	0
4247	LIFE INSURANCE	31	0	0	100	100
4250	FICA/HOSPITAL INSURANCE	497	500	500	500	500
4299	VACANCY RATE	0	-1,300	0	-1,000	-1,000
Total: SALARIES & WAGES		39,209	43,700	48,100	37,500	46,000
SUPPLIES						
5110	OFFICE SUPPLIES	338	300	200	300	300
Total: SUPPLIES		338	300	200	300	300
OPERATING EXPENSES						
6169	CONTRACT EMPLOYEES	18,150	28,000	19,000	7,700	17,500
Total: OPERATING EXPENSES		18,150	28,000	19,000	7,700	17,500
SPECIAL PROGRAMS						
7220	EXCURSIONS/SPECIAL EVENT	0	500	0	100	100
Total: SPECIAL PROGRAMS		0	500	0	100	100
Total:		57,697	72,500	67,300	45,600	63,900

Fund/Division: 0015520

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(37.10) %

LIBRARY AND MUSEUM SERVICES



LIBRARY AND MUSEUM SERVICES DEPARTMENT

Description:

Library

The Library offers a wide variety of materials, services, and programs to support the community's educational, informational, historical, and individual interests. The Library utilizes current and emerging technologies to operate as both a physical and virtual library, providing convenient access to information, programs, and services to the community. The Library provides free Wi-Fi and high speed internet access, study rooms, public computers, print stations, 3D printing, copy and scanning machines, community meeting space, as well as a safe and well-maintained facility to meet the needs of the modern library and community user. Through an ongoing and dynamic community engagement process, the Library provides high quality services, collections, and programs within the framework of the city provided budget, all of which support the high quality of life in the community we serve. The Library is a welcoming space that brings people, information, and ideas together. It enriches lives, builds community, and offers an array of programs and services designed specifically to meet the interests and needs of its citizenry.

- **The Programs and Collections Services Division** is responsible for services, collections, and programs to adults, teens, youth and families. It is responsible for marketing, publicity, and community engagement. Some specific programs that fall under this division include Passport Services, Adult English Conversation Classes, and the oversight of the Library's volunteer program. The Adult, Teen, Youth, and Children's Services staff assist patrons with reference inquiries and reader's advisory, informational and educational classes and programs, and selection and maintenance of collections for all ages, in a variety of media, languages, and formats, including the unique Arcadia History collection. This division is also responsible for arts and culture, including maintaining and preserving local Arcadia history collections, performances, concerts, exhibits, movie screenings and more. This division is at the forefront of current and emerging informational, educational, digital, and technology needs, making recommendations for current and future technology planning.
- **The Information and Materials Management Division** is responsible for managing the lending of the Library's physical collections, adding and withdrawing items from the collection, and maintaining the Library's technology infrastructure. Our patrons checked out items nearly one million times last year, and the Division accurately tracks each circulation and return as well as replacing returned items in their proper shelf locations. In addition, the Division issues Library cards, sends out overdue notices,

Library and Museum Services Department - Continued

collects fines, and processes more than 12,000 patron holds each year. Division staff also places orders and pays for items purchased for the collection, prepares them for use, and adds entries for them in the Library's catalog. The Division's staff supports and maintains the Library's computer resources and network equipment, and assists patrons with the use of Library's technology.

Gilb Museum of Arcadia Heritage and Museum Education Center

The Museum is dedicated to education, collection, and preservation of Arcadia's heritage. It offers a space for the community to come together to celebrate the City's rich history with exhibits and educational programs. Using Museum artifacts, permanent exhibits tell the story timeline of Arcadia's past from when the area was still underwater to the local Native Americans, to the Ranchos and how Arcadia fit into the evolving history of California, all the way to the present day. There are currently five permanent exhibit spaces that are dedicated to Arcadia chronological story and includes the Arcadia Veterans Local History Room, Anita Baldwin: A Portrait, Arcadia Walk of Fame, focusing on famous Arcadians, and Movie Magic: Arcadia In the Movies. Temporary and rotating exhibits are also offered inside the Museum and throughout the City, incorporating the City's various cultures and history. The Museum provides opportunities and forums for the community to share their stories and reflect on the past. The Museum presents programs for all ages incorporating education about Arcadia's history; school and scout programs; adult workshops and lectures. Care of the Museum's collections is a top priority, as it is the heart of the Museum.

The Museum Education Center serves as a multipurpose space to support Museum educational programming, meetings, speakers, receptions, and cultural programs. This is a shared space with the Community Services and Recreation Department that also uses this space to offer classes for the community.

FY 2020-2021 Work Plan:

Library:

1. Provide collections, services, and programs that encourage lifelong learning and enrichment, with an emphasis on expanding online access.
2. Develop a strong library-wide volunteer and internship program.
3. Utilize, update, and maintain appropriate technology and equipment to meet organizational and community needs with an eye towards more self-service options. This year, the focus will be on 24/7 online payment options, temporary online library card registration, online eBooks, audiobooks and streaming media, and shoring up data storage and maintenance of Arcadia local history collections and digitization projects.
4. Implement a new Student Card initiative with the Arcadia Unified School district, making online resources available to students.
5. Continue a strong marketing, publicity, and social media presence in the community, informing the community of the wide variety of services,

Library and Museum Services Department - Continued

programs, and collections available in-person and remotely at the Library and Museum.

6. Continue Passport Services as an ongoing, cost-recovery program for the community.
7. Maintain and refresh the facility, grounds, and furnishings to ensure an attractive and inviting environment for people visiting the Library. Implement phase two of the furniture replacement project for the Children's Room, replacing and refurbishing some of the 25 year old furnishings and countertops.
8. Continue to develop a strong collaboration and support arm for the Library through the Friends of the Library.

Gilb Museum of Arcadia Heritage and Museum Education Center

1. Continue to develop a strong intern and volunteer program to assist with collections, programs, services and advocacy.
2. Continue to provide strong educational programs for all ages that develop a lifelong love of learning and to continue to bring in repeat and new visitors alike throughout the year. Continue to provide the "why" and "so what" of local history and how it fits in with history nationally and internationally.
3. Continue to ethically accession, deaccession, and maintain proper documentation, indexing, storage, and care for the artifact collections following museum management best standards and practices.
4. Continue to look for ways to store and share collections in the most compact and accessible configurations to maximize the limited space available.
5. Systematically refresh permanent and temporary exhibit spaces and take advantage of technology to offer new interactive and hands-on experiences for the public.
6. Continue to bring in repeat and new visitors throughout the year.
7. Continue to collaborate with community groups, schools, and individuals to develop temporary exhibits that meet the current interests of the community.
8. Continue on the Continuum of Excellence towards accreditation by the American Alliance of Museums by working on the required five core documents. Engage in the American Association of State and Local History's StEPs (Standards and Excellence Program for History Organizations) program. This year, the focus will continue to be on collections, interns, volunteers, visitors, and audience.
9. Work to update the Museum's Long- Range Plan.
10. Continue to develop a strong collaboration with the Friends of the Museum.

FY20-21 EMPLOYEE COUNT BY DEPARTMENT

LIBRARY

<i>Position</i>	<i>FTE</i>
Circulation Services Supervisor	1.00
Director of Library/Museum Services	1.00
Historical Museum Curator	1.00
Information System Specialist	0.75
Librarian I	0.50
Librarian II	5.00
Library Services Manager	2.00
Library Technician I	3.50
Library Technician II	1.50
Museum Education Coordinator	0.75
Principal Librarian	3.00
Senior Administrative Assistant	1.00
Senior Library Technician	2.50
TOTAL	23.50

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DEPARTMENTAL SUMMARY						
5600 LIBRARY & MUSEUM SERVICES						
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	1,694,544	1,796,900	1,758,200	1,820,900	1,851,400
4011	SPECIALIST PAY	1,929	2,000	2,000	2,000	2,000
4014	VACATION SELL BACK	1,407	5,800	5,800	6,800	6,800
4015	ALLOWANCES	1,654	2,300	1,600	1,600	1,600
4020	STABILITY PAY	500	500	500	500	500
4021	LONGEVITY PAY	21,425	21,400	23,600	24,400	24,400
4032	PART-TIME NON-PERS	217,317	274,700	274,700	273,600	273,600
4130	OVERTIME	392	1,800	1,800	3,000	3,000
4241	P.E.R.S.	541,191	675,200	654,800	715,800	766,200
4242	NON-PERSABLE COMPENSATION	1,812	1,900	1,900	2,000	2,000
4244	MEDICAL/DENTAL INSURANCE	303,604	320,600	302,500	320,600	320,600
4245	LONG TERM DISABILITY	2,335	2,200	2,100	2,700	2,700
4247	LIFE INSURANCE	2,450	2,600	2,400	2,800	2,800
4250	FICA/HOSPITAL INSURANCE	27,920	28,800	28,700	29,200	29,600
4299	VACANCY RATE	0	-84,900	0	-107,400	-92,200
Total: SALARIES & WAGES		2,818,480	3,051,800	3,060,600	3,098,500	3,195,000
SUPPLIES						
5110	OFFICE SUPPLIES	37,044	47,500	47,600	46,400	49,700
5115	PROGRAM EXPENSES	18,694	19,700	19,100	2,500	18,700
5125	PRINT SHOP	12,609	13,600	12,600	2,100	16,200
5230	BUILDING AND GROUNDS	13,629	15,200	15,200	16,800	16,800
Total: SUPPLIES		81,976	96,000	94,500	67,800	101,400
OPERATING EXPENSES						
6160	CONTRACT SERVICES	239,619	234,100	234,100	269,900	275,100
6210	TELEPHONE	28,440	27,100	31,400	31,800	32,100
6310	MILEAGE	436	600	600	600	600
6505	GENERAL LIABILITY	67,200	67,800	67,800	71,000	71,400
6507	WORKERS' COMPENSATION	42,500	46,400	46,400	46,400	46,400
6611	ELECTRIC	141,569	144,300	125,200	136,500	143,300
6612	GAS	6,835	6,900	2,800	2,900	3,000
6614	WATER	2,098	2,600	2,600	2,800	2,800
6730	OFFICE EQUIPMENT	3,816	54,300	42,700	24,400	37,400
6750	VEHICLE MAINTENANCE	3,507	3,000	3,000	1,500	1,500
6751	VEHICLE FUEL USAGE	0	0	0	600	700
6752	VEHICLE 3RD PARTY SVC	0	0	0	800	800
6760	BUILDING REPAIR & MAINT	22,062	16,500	16,500	13,000	13,000
6921	BIBLIOGRAPHIC UTILITIES	28,868	30,500	30,500	30,500	32,600
6922	LIBRARY MATERIALS	219,398	224,400	221,900	217,200	217,200
6923	ELECTRONIC RESOURCES	68,020	65,900	65,900	75,700	90,700
6925	ARTIFACT	176	2,500	2,500	2,500	2,500
6930	MEMBERSHIP & PUBLICATIONS	6,295	7,000	7,000	7,300	7,500
6940	OFFICIAL MEETINGS	1,805	8,200	5,700	2,600	13,100
6960	EQUIPMENT REPLACEMENT	50,694	67,300	117,800	16,400	377,100
6970	TRAINING	2,505	3,100	3,100	7,500	6,000
6971	TUITION REIMBURSEMENT	5,749	9,700	2,100	12,200	12,200
6977	EMPLOYEE SUPPORT	1,121	1,100	1,100	1,100	1,100
Total: OPERATING EXPENSES		942,713	1,023,300	1,030,700	975,200	1,388,100

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
Total Division:		3,843,170	4,171,100	4,185,800	4,141,500	4,684,500
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						
(0.71)%						

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 5601		LIBRARY-ADMIN				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	427,995	445,300	449,700	458,500	466,700
4014	VACATION SELL BACK	0	3,600	3,600	3,800	3,800
4015	ALLOWANCES	1,654	2,300	1,600	1,600	1,600
4021	LONGEVITY PAY	4,917	5,300	5,300	5,500	5,500
4032	PART-TIME NON-PERS	15,769	18,800	18,800	19,300	19,300
4241	P.E.R.S	135,987	166,300	167,300	179,400	192,400
4242	NON-PERSABLE COMPENSATION	1,812	1,900	1,900	2,000	2,000
4244	MEDICAL/DENTAL INSURANCE	68,693	66,600	65,600	66,600	66,600
4245	LONG TERM DISABILITY	367	300	300	400	400
4247	LIFE INSURANCE	1,127	1,200	1,100	1,300	1,300
4250	FICA/HOSPITAL INSURANCE	6,797	6,800	7,100	7,000	7,100
4299	VACANCY RATE	0	-21,500	0	-21,700	-22,300
Total: SALARIES & WAGES		665,119	696,900	722,300	723,700	744,400
SUPPLIES						
5110	OFFICE SUPPLIES	6,371	6,500	6,500	7,000	7,000
5115	PROGRAM EXPENSES	6,830	7,100	6,500	0	7,100
5125	PRINT SHOP	9,953	10,600	9,600	1,100	11,200
5230	BUILDING AND GROUNDS	12,796	13,400	13,400	15,000	15,000
Total: SUPPLIES		35,949	37,600	36,000	23,100	40,300
OPERATING EXPENSES						
6160	CONTRACT SERVICES	210,577	209,300	209,300	242,600	258,000
6210	TELEPHONE	26,056	25,700	27,800	28,000	28,200
6310	MILEAGE	321	300	300	300	300
6505	GENERAL LIABILITY	67,200	67,800	67,800	71,000	71,400
6507	WORKERS' COMPENSATION	42,500	46,400	46,400	46,400	46,400
6611	ELECTRIC	141,569	144,300	125,200	136,500	143,300
6612	GAS	6,835	6,900	2,800	2,900	3,000
6614	WATER	2,098	2,600	2,600	2,800	2,800
6730	OFFICE EQUIPMENT	2,937	51,300	41,200	20,500	28,700
6750	VEHICLE MAINTENANCE	3,507	3,000	3,000	1,500	1,500
6751	VEHICLE FUEL USAGE	0	0	0	600	700
6752	VEHICLE 3RD PARTY SVC	0	0	0	800	800
6760	BUILDING REPAIR & MAINT	19,090	10,000	10,000	10,000	10,000
6930	MEMBERSHIP & PUBLICATIONS	5,405	5,800	5,800	6,200	6,500
6940	OFFICIAL MEETINGS	1,755	5,700	3,200	1,000	10,500
6960	EQUIPMENT REPLACEMENT	50,694	67,300	117,800	16,400	377,100
6970	TRAINING	2,082	2,100	2,100	6,500	5,000
6971	TUITION REIMBURSEMENT	5,749	9,700	2,100	2,100	2,100
6977	EMPLOYEE SUPPORT	1,121	1,100	1,100	1,100	1,100
Total: OPERATING EXPENSES		589,495	659,300	668,500	597,200	997,400
Total:		1,290,563	1,393,800	1,426,800	1,344,000	1,782,100
Fund/Division: 0015601						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						(3.57) %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 5602		LIBRARY-INFORMATION SYSTEM				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	50,466	54,200	60,600	55,500	55,500
4032	PART-TIME NON-PERS	40,537	47,100	47,100	46,700	46,700
4241	P.E.R.S.	14,888	19,200	18,900	20,700	21,800
4244	MEDICAL/DENTAL INSURANCE	6,621	6,700	6,600	6,700	6,700
4245	LONG TERM DISABILITY	92	100	100	100	100
4247	LIFE INSURANCE	62	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	1,343	1,500	1,300	1,500	1,500
4299	VACANCY RATE	0	-3,800	0	-2,500	-2,600
Total: SALARIES & WAGES		114,008	125,100	134,700	128,800	129,800
SUPPLIES						
5110	OFFICE SUPPLIES	1,047	1,000	1,000	1,000	1,000
Total: SUPPLIES		1,047	1,000	1,000	1,000	1,000
Total:		115,056	126,100	135,700	129,800	130,800

Fund/Division: 0015602

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

2.93 %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 5603		LIBRARY-SHELVING MGMT				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	57,871	60,200	62,700	62,000	62,300
4011	SPECIALIST PAY	965	1,000	1,000	1,000	1,000
4021	LONGEVITY PAY	317	500	1,100	1,100	1,100
4032	PART-TIME NON-PERS	82,771	98,700	98,700	100,700	100,700
4241	P.E.R.S	17,079	21,900	22,200	23,800	25,200
4244	MEDICAL/DENTAL INSURANCE	13,302	13,400	13,200	13,400	13,400
4245	LONG TERM DISABILITY	92	100	100	100	100
4247	LIFE INSURANCE	62	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	2,233	2,300	2,400	2,400	2,400
4299	VACANCY RATE	0	-5,900	0	-3,100	-3,100
Total: SALARIES & WAGES		174,690	192,300	201,500	201,500	203,200
SUPPLIES						
5110	OFFICE SUPPLIES	300	300	400	700	700
Total: SUPPLIES		300	300	400	700	700
Total:		174,990	192,600	201,900	202,200	203,900

Fund/Division: 0015603

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

4.98 %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 5604		LIBRARY-CIRCULATION				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	162,494	183,600	178,000	187,000	191,500
4021	LONGEVITY PAY	402	1,100	1,100	1,100	1,100
4032	PART-TIME NON-PERS	39,777	44,800	44,800	45,100	45,100
4241	P.E.R.S.	47,577	65,600	62,800	70,000	75,500
4244	MEDICAL/DENTAL INSURANCE	41,173	46,800	43,800	46,800	46,800
4245	LONG TERM DISABILITY	317	300	300	400	400
4247	LIFE INSURANCE	214	200	200	300	300
4250	FICA/HOSPITAL INSURANCE	3,257	3,300	3,400	3,400	3,500
4299	VACANCY RATE	0	-1,400	0	-18,100	-9,600
Total: SALARIES & WAGES		295,210	344,300	334,400	336,000	354,600
SUPPLIES						
5110	OFFICE SUPPLIES	1,753	5,600	5,600	3,800	5,600
Total: SUPPLIES		1,753	5,600	5,600	3,800	5,600
Total:		296,963	349,900	340,000	339,800	360,200
Fund/Division: 0015604						(2.89) %
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 5605		LIBRARY-CHILDREN				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	270,920	285,900	247,000	270,100	274,200
4021	LONGEVITY PAY	2,185	2,300	2,300	2,800	2,800
4241	P.E.R.S	86,911	107,900	94,200	107,300	114,600
4244	MEDICAL/DENTAL INSURANCE	52,648	53,500	44,800	53,500	53,500
4245	LONG TERM DISABILITY	458	400	300	500	500
4247	LIFE INSURANCE	308	300	200	300	300
4250	FICA/HOSPITAL INSURANCE	4,052	4,200	3,700	4,000	4,000
4299	VACANCY RATE	0	-13,600	0	-22,000	-13,500
Total: SALARIES & WAGES		417,482	440,900	392,500	416,500	436,400
SUPPLIES						
5110	OFFICE SUPPLIES	2,407	2,400	2,400	2,400	2,400
5115	PROGRAM EXPENSES	793	800	800	0	1,000
Total: SUPPLIES		3,199	3,200	3,200	2,400	3,400
OPERATING EXPENSES						
6922	LIBRARY MATERIALS	60,000	61,000	61,000	62,300	62,300
6923	ELECTRONIC RESOURCES	9,421	8,500	8,500	8,700	8,700
Total: OPERATING EXPENSES		69,421	69,500	69,500	71,000	71,000
Total:		490,102	513,600	465,200	489,900	510,800

Fund/Division: 0015605

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(4.61) %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED	
DIVISION: 5607		LIBRARY-TECHNICAL					
SALARIES & WAGES							
4010	REGULAR EMPLOYEES	297,474	302,000	306,500	306,600	308,000	
4014	VACATION SELL BACK	1,174	1,200	1,200	1,300	1,300	
4020	STABILITY PAY	500	500	500	500	500	
4021	LONGEVITY PAY	6,557	5,700	7,100	6,300	6,300	
4241	P.E.R.S	98,053	116,700	118,700	124,200	131,300	
4244	MEDICAL/DENTAL INSURANCE	52,564	53,500	52,400	53,500	53,500	
4245	LONG TERM DISABILITY	458	400	400	500	500	
4247	LIFE INSURANCE	308	300	300	300	300	
4250	FICA/HOSPITAL INSURANCE	3,202	2,900	3,300	2,900	3,000	
4299	VACANCY RATE	0	-14,500	0	-14,900	-15,200	
Total: SALARIES & WAGES		460,290	468,700	490,400	481,200	489,500	
SUPPLIES							
5110	OFFICE SUPPLIES	14,012	15,000	15,000	15,500	15,000	
Total: SUPPLIES		14,012	15,000	15,000	15,500	15,000	
OPERATING EXPENSES							
6921	BIBLIOGRAPHIC UTILITIES	28,868	30,500	30,500	30,500	32,600	
6922	LIBRARY MATERIALS	8,498	8,800	6,300	8,800	8,800	
Total: OPERATING EXPENSES		37,366	39,300	36,800	39,300	41,400	
Total:		511,668	523,000	542,200	536,000	545,900	

Fund/Division: 0015607

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

2.49 %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 5608		LIBRARY-ADULT				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	345,527	368,400	358,000	380,600	387,500
4011	SPECIALIST PAY	965	1,000	1,000	1,000	1,000
4014	VACATION SELL BACK	232	1,000	1,000	1,700	1,700
4021	LONGEVITY PAY	6,010	6,500	6,700	7,600	7,600
4241	P.E.R.S	114,511	141,200	136,900	153,000	164,000
4244	MEDICAL/DENTAL INSURANCE	56,659	60,100	56,400	60,100	60,100
4245	LONG TERM DISABILITY	420	400	400	500	500
4247	LIFE INSURANCE	282	300	300	300	300
4250	FICA/HOSPITAL INSURANCE	5,046	5,500	5,200	5,600	5,700
4299	VACANCY RATE	0	-17,500	0	-18,300	-18,800
Total: SALARIES & WAGES		529,651	566,900	565,900	592,100	609,600
SUPPLIES						
5110	OFFICE SUPPLIES	1,896	1,900	1,900	2,500	2,500
5115	PROGRAM EXPENSES	1,387	1,500	1,500	500	2,600
Total: SUPPLIES		3,283	3,400	3,400	3,000	5,100
OPERATING EXPENSES						
6922	LIBRARY MATERIALS	150,900	154,600	154,600	146,100	146,100
6923	ELECTRONIC RESOURCES	58,599	57,400	57,400	67,000	82,000
Total: OPERATING EXPENSES		209,499	212,000	212,000	213,100	228,100
Total:		742,433	782,300	781,300	808,200	842,800

Fund/Division: 0015608

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

3.31 %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 5620		LIBRARY-MUSEUM				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	81,618	97,300	95,400	100,600	105,700
4021	LONGEVITY PAY	1,037	0	0	0	0
4130	OVERTIME	392	1,800	1,800	3,000	3,000
4241	P.E.R.S.	26,185	36,400	33,800	37,400	41,400
4244	MEDICAL/DENTAL INSURANCE	11,944	20,000	19,700	20,000	20,000
4245	LONG TERM DISABILITY	132	200	200	200	200
4247	LIFE INSURANCE	88	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	1,419	1,400	1,800	1,500	1,500
4299	VACANCY RATE	0	-4,700	0	-4,800	-5,100
Total: SALARIES & WAGES		122,815	152,500	152,800	158,000	166,800
SUPPLIES						
5110	OFFICE SUPPLIES	2,541	1,800	1,800	500	2,500
5115	PROGRAM EXPENSES	9,684	10,300	10,300	2,000	8,000
5125	PRINT SHOP	2,656	3,000	3,000	1,000	5,000
5230	BUILDING AND GROUNDS	492	800	800	800	800
Total: SUPPLIES		15,373	15,900	15,900	4,300	16,300
OPERATING EXPENSES						
6160	CONTRACT SERVICES	20,970	17,000	17,000	18,200	8,000
6210	TELEPHONE	732	700	700	800	800
6310	MILEAGE	115	300	300	300	300
6730	OFFICE EQUIPMENT	880	1,500	1,500	3,900	4,700
6760	BUILDING REPAIR & MAINT	2,148	1,500	1,500	1,500	1,500
6925	ARTIFACT	176	2,500	2,500	2,500	2,500
6930	MEMBERSHIP & PUBLICATIONS	890	1,200	1,200	1,100	1,000
6940	OFFICIAL MEETINGS	50	2,500	2,500	1,600	2,600
6970	TRAINING	423	1,000	1,000	1,000	1,000
6971	TUITION REIMBURSEMENT	0	0	0	10,100	10,100
Total: OPERATING EXPENSES		26,383	28,200	28,200	41,000	32,500
Total:		164,572	196,600	196,900	203,300	215,600

Fund/Division: 0015620

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

3.41 %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 5630	MUSEUM EDUCATION CENTER					
SUPPLIES						
5230 BUILDING AND GROUNDS	342	1,000	1,000	1,000	1,000	1,000
Total: SUPPLIES	342	1,000	1,000	1,000	1,000	1,000
OPERATING EXPENSES						
6160 CONTRACT SERVICES	8,071	7,800	7,800	9,100	9,100	9,100
6210 TELEPHONE	1,653	700	2,900	3,000	3,100	3,100
6730 OFFICE EQUIPMENT	0	1,500	0	0	4,000	4,000
6760 BUILDING REPAIR & MAINT	825	5,000	5,000	1,500	1,500	1,500
Total: OPERATING EXPENSES	10,549	15,000	15,700	13,600	17,700	
Total:	10,891	16,000	16,700	14,600	18,700	

Fund/Division: 0015630

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(8.75) %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 5640		PASSPORT PROCESSING				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	179	0	300	0	0
4032	PART-TIME NON-PERS	38,463	65,300	65,300	61,800	61,800
4250	FICA/HOSPITAL INSURANCE	572	900	500	900	900
4299	VACANCY RATE	0	-2,000	0	-2,000	-2,000
Total: SALARIES & WAGES		39,214	64,200	66,100	60,700	60,700
SUPPLIES						
5110	OFFICE SUPPLIES	6,717	13,000	13,000	13,000	13,000
Total: SUPPLIES		6,717	13,000	13,000	13,000	13,000
OPERATING EXPENSES						
Total: OPERATING EXPENSES		0	0	0	0	0
Total:		45,931	77,200	79,100	73,700	73,700
Fund/Division: 0015640		OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				
		(4.53) %				

THIS PAGE INTENTIONALLY LEFT BLANK

Narcotic Seizure

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	84,500	102,200	197,100
Estimated Revenue:			
Asset Seizure fund	17,600	60,000	60,000
Interest Earnings	100	800	1,500
Transfer-In / (AB109 Fund & General Fund)	0	34,100	111,400
Total Revenues	17,700	94,900	172,900
Estimated Funds Available	102,200	197,100	370,000
Proposed Expenditures:			
Equipment	0	0	0
F.A.S.T.	0	0	0
Total Expenditures	0	0	0
Ending Fund Balance	102,200	197,100	370,000

Purpose of Funds:

The Narcotic Seizure Fund was established to account for revenues received by the City from drug related police enforcement activities participated in by the Arcadia Police Department. The Federal and State governments have placed restrictions on the use of these funds such that they may be used only for law enforcement activities, equipment, and manpower. Additionally, these funds are intended to augment the Police Department budget and may not be used to offset, or reduce, the Department's operating budget.

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 2112		POLICE-STATE LA IMPACT				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	58,665	89,100	0	0	0
4011	SPECIALIST PAY	404	0	0	0	0
4014	VACATION SELL BACK	3,724	4,000	0	0	0
4130	OVERTIME	313	1,000	0	0	0
4138	HOLIDAY PAY	3,037	3,400	0	0	0
4241	P.E.R.S.	33,734	56,000	0	0	0
4244	MEDICAL/DENTAL INSURANCE	5,590	14,800	0	0	0
4245	LONG TERM DISABILITY	113	200	0	0	0
4247	LIFE INSURANCE	42	100	0	0	0
4250	FICA/HOSPITAL INSURANCE	1,088	1,400	0	0	0
Total: SALARIES & WAGES		106,711	170,000	0	0	0
SUPPLIES						
5280	UNIFORM	750	800	0	0	0
Total: SUPPLIES		750	800	0	0	0
Total:		107,461	170,800	0	0	0

Fund/Division: 0032112

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(100.00) %

Citizens Option for Public Safety (COPS) Program Fund

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	267,700	263,100	264,000
Estimated Revenue:			
C.O.P.S. AB 3229 Funds	160,200	166,600	173,300
Interest Income	2,000	2,000	2,000
Total Revenues	162,200	168,600	175,300
Estimated Funds Available	429,900	431,700	439,300
Proposed Expenditures:			
Operating Costs	166,800	167,700	169,600
Total Expenditures	166,800	167,700	169,600
Ending Fund Balance	263,100	264,000	269,700

Purpose of Funds:

This fund was established to account for funds distributed to the City in support of the Citizen's Option for Public Safety (COPS) Program.

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 2112		SLESF - CRIME ANALYST				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	94,286	95,100	95,800	95,100	95,100
4021	LONGEVITY PAY	1,095	1,000	1,100	1,100	1,100
4241	P.E.R.S	29,352	34,100	34,200	35,800	37,700
4242	NON-PERSABLE COMPENSATION	469	500	500	500	500
4244	MEDICAL/DENTAL INSURANCE	17,262	17,300	17,200	17,300	17,300
4245	LONG TERM DISABILITY	92	100	100	100	100
4247	LIFE INSURANCE	294	300	300	300	300
4250	FICA/HOSPITAL INSURANCE	1,610	1,400	1,600	1,400	1,400
Total: SALARIES & WAGES		144,459	149,800	150,800	151,600	153,500
SUPPLIES						
5260	FIELDS	9,926	10,000	10,000	10,000	10,000
Total: SUPPLIES		9,926	10,000	10,000	10,000	10,000
OPERATING EXPENSES						
6505	GENERAL LIABILITY	2,600	2,600	2,600	2,700	2,700
6507	WORKERS' COMPENSATION	3,100	3,400	3,400	3,400	3,400
Total: OPERATING EXPENSES		5,700	6,000	6,000	6,100	6,100
Total:		160,086	165,800	166,800	167,700	169,600

Fund/Division: 0042112

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

1.15 %

High School Law Enforcement

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	0	0	0
Estimated Revenue:			
Grants	0	0	0
School District	80,000	100,000	100,000
General Fund Contribution	104,400	124,600	124,800
Total Revenues	<u>184,400</u>	<u>224,600</u>	<u>224,800</u>
Estimated Funds Available	184,400	224,600	224,800
Proposed Expenditures:			
Operating Costs	184,400	224,600	224,800
Total Expenditures	<u>184,400</u>	<u>224,600</u>	<u>224,800</u>
Ending Fund Balance	0	0	0

Purpose of Funds:

The Fund was established to fund the position of Youth and Education Support (Y.E.S.) officer who is assigned to the Arcadia High School campus and interacts with school officials and students. Arcadia Unified School District agrees to contribute \$100,000 toward this position.

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 2112		LLEBG HIGH SCHOOL				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	106,298	107,700	88,400	97,000	97,000
4011	SPECIALIST PAY	6,067	6,000	5,300	5,600	5,600
4014	VACATION SELL BACK	0	5,700	0	5,700	5,700
4021	LONGEVITY PAY	1,095	1,300	1,500	1,600	1,600
4130	OVERTIME	1,916	2,800	0	2,800	2,800
4138	HOLIDAY PAY	4,333	4,400	4,400	4,000	4,000
4241	P.E.R.S.	71,576	79,500	64,400	82,300	82,300
4244	MEDICAL/DENTAL INSURANCE	15,318	14,800	8,600	14,800	14,800
4245	LONG TERM DISABILITY	170	200	200	200	200
4247	LIFE INSURANCE	62	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	1,677	1,800	1,400	1,700	1,700
Total: SALARIES & WAGES		208,510	224,300	174,300	215,800	215,800
SUPPLIES						
5280	UNIFORM	750	800	1,000	1,300	1,300
Total: SUPPLIES		750	800	1,000	1,300	1,300
OPERATING EXPENSES						
6505	GENERAL LIABILITY	3,500	3,500	3,500	3,700	3,700
6507	WORKERS' COMPENSATION	3,800	4,100	4,100	4,100	4,100
Total: OPERATING EXPENSES		7,300	7,600	7,600	7,800	7,800
Total:		216,560	232,700	182,900	224,900	224,900

Fund/Division: 0062112

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(3.35) %

Medical/Dental Insurance Fund

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	364,400	364,400	364,400
Estimated Revenue:			
Charges to City Departments	4,567,700	4,704,700	4,845,800
Total Revenues	4,567,700	4,704,700	4,845,800
Estimated Funds Available	4,932,100	5,069,100	5,210,200
Proposed Expenditures:			
Claims & Administration	4,566,200	4,703,200	4,844,300
Transfer to General Fund	1,500	1,500	1,500
Total Expenditures	4,567,700	4,704,700	4,845,800
Ending Fund Balance	364,400	364,400	364,400

Purpose of Funds:

This Fund was established to account for all medical and dental costs incurred on behalf of employees participating in the City's medical/dental plan.

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION:	MEDICAL/DENTAL					
OPERATING EXPENSES						
6995	GENERAL FUND CHARGES	1,700	1,500	1,500	1,500	1,500
Total: OPERATING EXPENSES		1,700	1,500	1,500	1,500	1,500
SPECIAL PROGRAMS						
7344	CLAIMS & ADMINISTRATIVE	3,452,273	4,316,200	4,316,200	4,453,200	4,594,300
7345	MEDICAL/DENTAL CLAIMS	250,370	250,000	250,000	250,000	250,000
Total: SPECIAL PROGRAMS		3,702,643	4,566,200	4,566,200	4,703,200	4,844,300
Total:		3,704,343	4,567,700	4,567,700	4,704,700	4,845,800
Fund/Division:						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						3.00 %

IRS Task Force

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	460,000	460,500	464,000
Estimated Revenue:			
Interest Earnings	500	3,500	3,500
Asset Seizure Revenue	0	0	0
Total Revenues	500	3,500	3,500
Estimated Funds Available	460,500	464,000	467,500
Proposed Expenditures:			
Operating Expenses	0	0	0
Total Expenditures	0	0	0
Ending Fund Balance	460,500	464,000	467,500

Purpose of Funds:

This Fund was established to account for all revenue and expenses related to the IRS Task Force, which focuses on the financial activities of national and international organized crime syndicates, including drug trafficking organizations. The objective of the task force is to identify, disrupt, and dismantle national, transnational, and international organized crime syndicates along with their support system that utilizes MSBs to launder illicit proceeds. The task force conducts SAR seizures while developing criminal cases, and the seized assets are distributed amongst participating task force members.

Liability/Workers' Compensation Self-Insurance Fund

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	3,819,700	3,921,300	3,913,500
Estimated Revenue:			
Transfer from General Fund	0	0	0
Charges to City Departments - Liability	1,230,500	1,236,400	1,236,400
Charges to City Departments - Worker's Compensation	1,265,700	1,275,000	1,275,000
Misc. Reimbursement	0	0	0
Interest Earnings	28,600	29,400	29,400
Total Revenues	2,524,800	2,540,800	2,540,800
Estimated Funds Available	6,344,500	6,462,100	6,454,300
Proposed Expenditures:			
Claims & Administration	1,270,000	1,270,000	1,270,000
Excess Insurance Premium	735,000	760,000	760,000
Claims Management	135,900	139,000	139,000
Operating Costs	282,300	379,600	395,000
Total Expenditures	2,423,200	2,548,600	2,564,000
Ending Fund Balance	3,921,300	3,913,500	3,890,300

Purpose of Funds:

The Fund was established to account for the activities of Workers' Compensation and General Liability insurance. The City is a member of California Insurance Pool Authority, and has a self-insured retention of \$500,000 for Workers' Compensation and \$500,000 for General Liability. Any losses in excess of the retention and up to \$3,000,000 for Workers' Compensation and up to \$2,000,000 for General Liability are shared by all participating members of the insurance pool. Excess policies of \$25,000,000 for Workers' Compensation and \$40,000,000 for General Liability are acquired through the insurance pool.

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 9901		WORKERS COMPENSATION				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	88,451	107,400	92,200	109,000	112,900
4014	VACATION SELL BACK	498	500	0	0	0
4015	ALLOWANCES	218	200	200	200	200
4021	LONGEVITY PAY	109	200	200	100	100
4241	P.E.R.S	27,654	39,500	34,100	41,900	45,800
4242	NON-PERSABLE COMPENSATION	290	500	400	500	500
4244	MEDICAL/DENTAL INSURANCE	15,326	18,300	15,300	20,100	20,100
4245	LONG TERM DISABILITY	92	100	100	100	100
4247	LIFE INSURANCE	202	300	200	300	300
4250	FICA/HOSPITAL INSURANCE	1,432	1,600	1,500	1,600	1,600
Total: SALARIES & WAGES		134,272	168,600	144,200	173,800	181,600
SUPPLIES						
Total: SUPPLIES		0	0	0	0	0
OPERATING EXPENSES						
6160	CONTRACT SERVICES	20,136	39,000	42,000	43,000	43,000
6551	CLAIMS & CLAIMS EXPENSE	59	670,000	790,000	670,000	670,000
6574	HUMAN RESOURCES W/C	5,428	0	0	0	0
6576	ADMIN SERVICES W/C	64,105	0	0	0	0
6577	POLICE W/C	96,264	0	0	0	0
6578	FIRE W/C	429,443	0	0	0	0
6579	MAINTENANCE SERVICE W/C	2,206	0	0	0	0
6580	DEVELOPMENT SERVICE W/C	959	0	0	0	0
6583	RECREATION W/C	18,069	0	0	0	0
6584	LIBRARY W/C	8,308	0	0	0	0
6586	GARAGE W/C	398	0	0	0	0
6587	WATER W/C	11,934	0	0	0	0
6970	TRAINING	500	1,500	0	0	0
6971	TUITION REIMBURSEMENT	0	2,100	0	0	0
Total: OPERATING EXPENSES		657,808	712,600	832,000	713,000	713,000
SPECIAL PROGRAMS						
7321	REINSURANCE	233,806	270,000	270,000	260,000	260,000
7323	ADMINISTRATION	109,332	112,900	112,900	113,000	113,000
Total: SPECIAL PROGRAMS		343,138	382,900	382,900	373,000	373,000
Total:		1,135,219	1,264,100	1,359,100	1,259,800	1,267,600
Fund/Division: 0089901						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						(0.34) %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 9902		LIABILITY				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	64,369	68,000	65,900	102,000	105,800
4014	VACATION SELL BACK	498	500	0	0	0
4015	ALLOWANCES	218	200	200	200	200
4021	LONGEVITY PAY	109	200	200	100	100
4241	P.E.R.S	20,411	25,500	24,700	39,300	43,000
4242	NON-PERSABLE COMPENSATION	290	300	300	400	500
4244	MEDICAL/DENTAL INSURANCE	10,005	10,100	9,400	18,300	18,300
4245	LONG TERM DISABILITY	55	100	0	100	100
4247	LIFE INSURANCE	178	200	200	300	300
4250	FICA/HOSPITAL INSURANCE	1,066	1,000	1,100	1,500	1,500
Total: SALARIES & WAGES		97,199	106,100	102,000	162,200	169,800
OPERATING EXPENSES						
6551	CLAIMS & CLAIMS EXPENSE	458,132	600,000	480,000	600,000	600,000
6930	MEMBERSHIP & PUBLICATIONS	150	600	600	600	600
6970	TRAINING	39	0	0	0	0
6971	TUITION REIMBURSEMENT	0	400	0	0	0
Total: OPERATING EXPENSES		458,321	601,000	480,600	600,600	600,600
SPECIAL PROGRAMS						
7321	REINSURANCE	440,494	500,000	465,000	500,000	500,000
7323	ADMINISTRATION	22,100	23,000	23,000	26,000	26,000
Total: SPECIAL PROGRAMS		462,594	523,000	488,000	526,000	526,000
Total:		1,018,114	1,230,100	1,070,600	1,288,800	1,296,400

Fund/Division: 0089902

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

4.77 %

Homeland Security Fund

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	(8,700)	(3,000)	0
Estimated Revenue:			
Homeland Security	7,100	13,000	50,000
Total Revenues	<u>7,100</u>	<u>13,000</u>	<u>50,000</u>
Estimated Funds Available	(1,600)	10,000	50,000
Proposed Expenditures:			
Equipment	1,400	10,000	50,000
Total Expenditures	<u>1,400</u>	<u>10,000</u>	<u>50,000</u>
Ending Fund Balance	(3,000)	0	0

Purpose of Funds:

This Fund was established to account for grants received through the Office of Homeland Security to purchase specialized equipment that would enhance the capabilities of local agencies to respond to incidents of terrorism involving the use of weapons of mass destruction.

Homeless Plan

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	0	0	0
Estimated Revenue:			
Grant Revenue	13,900	38,000	38,500
Total Revenues	<hr/> 13,900	38,000	38,500
Estimated Funds Available	13,900	38,000	38,500
Proposed Expenditures:			
Operating Expenses	13,900	38,000	38,500
Total Expenditures	<hr/> 13,900	38,000	38,500
Ending Fund Balance	0	0	0

Purpose of Funds:

This Fund was established to account for the activities related to the City of Arcadia's homelessness response.

HOMELESSNESS PLAN

*No. of Employees Full
Time Equivalent*

Director Of Recreation and Community Services

0.15

TOTAL

0.15

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 5515		HOMELESS PLAN				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	0	0	9,000	23,900	23,900
4015	ALLOWANCES	0	0	300	800	800
4021	LONGEVITY PAY	0	0	100	200	200
4241	P.E.R.S	0	0	3,500	9,700	10,200
4242	NON-PERSABLE COMPENSATION	0	0	0	100	100
4244	MEDICAL/DENTAL INSURANCE	0	0	900	2,800	2,800
4247	LIFE INSURANCE	0	0	0	100	100
4250	FICA/HOSPITAL INSURANCE	0	0	100	400	400
Total: SALARIES & WAGES		0	0	13,900	38,000	38,500
TOTAL EMPLOYEE SERVICES:		0	0	13,900	38,000	38,500
Total:		0	0	13,900	38,000	38,500

Fund/Division: 0155515

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

0.00 %

Office of Traffic Safety Grant

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	0	0	0
Estimated Revenue:			
Grant Revenue	35,100	73,800	70,000
Total Revenues	<hr/> 35,100	73,800	70,000
Estimated Funds Available	35,100	73,800	70,000
Proposed Expenditures:			
Operating Expenses	35,100	73,800	70,000
Total Expenditures	<hr/> 35,100	73,800	70,000
Ending Fund Balance	0	0	0
<hr/> <hr/>			

Purpose of Funds:

This Fund was established to account for the activities related to Office of Traffic Safety Grant.

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 2112	OTS GRANT					
SALARIES & WAGES						
4130	OVERTIME	66,192	100,000	34,600	69,100	69,000
4250	FICA/HOSPITAL INSURANCE	951	1,500	500	1,000	1,000
Total: SALARIES & WAGES		67,144	101,500	35,100	70,100	70,000
SUPPLIES						
5260	FIELDS	0	1,500	0	2,200	0
Total: SUPPLIES		0	1,500	0	2,200	0
OPERATING EXPENSES						
6160	CONTRACT SERVICES	0	700	0	0	0
6970	TRAINING	0	2,500	0	500	0
Total: OPERATING EXPENSES		0	3,200	0	500	0
Total:		67,144	106,200	35,100	73,800	70,000

Fund/Division: 0162112

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(30.51) %

CALIFORNIA OES HSGP

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	0	0	0
Estimated Revenue:			
Grant Revenue	93,100	120,000	0
Total Revenues	93,100	120,000	0
Estimated Funds Available	93,100	120,000	0
Proposed Expenditures:			
Operating Expenses	93,100	120,000	0
Total Expenditures	93,100	120,000	0
Ending Fund Balance	0	0	0

Purpose of Funds:

This is a California Governor's Office of Emergency Services (Cal OES) Homeland Security Grant Program (HSGP). The grant reimburses eligible equipment, training, organization, exercise, and planning needs of the Arcadia Police Department that meets Cal OES's homeland security grant objectives.

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 2112	CAL OES HSGP					
SUPPLIES						
5260 FIELDS		0	93,100	93,100	120,000	0
Total: SUPPLIES		0	93,100	93,100	120,000	0
Total:		0	93,100	93,100	120,000	0
Fund/Division: 0172112	OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					
						28.89 %

Misc. P.E.R.S. Employee Retirement Fund

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	1,351,600	1,351,600	0
Estimated Revenue:			
Transfer from City Hall Reserve	0	1,499,900	0
Total Revenues	0	1,499,900	0
Estimated Funds Available	1,351,600	2,851,500	0
Proposed Expenditures:			
Contribution to OPEB Trust	0	2,851,500	0
Total Expenditures	0	2,851,500	0
Ending Fund Balance	1,351,600	0	0

Purpose of Funds:

This Fund establishes a reserve for monies the City must contribute each year to the CalPERS retirement system on behalf of employees.

Emergency Reserve Fund

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	10,147,000	10,097,000	10,047,000
Estimated Revenue:			
Transfer-in General Fund	0	0	0
Total Revenues	0	0	0
Estimated Funds Available	10,147,000	10,097,000	10,047,000
Proposed Expenditures:			
Covid-19 Response	50,000	50,000	0
Total Expenditures	50,000	50,000	0
Ending Fund Balance	10,097,000	10,047,000	10,047,000

Purpose of Funds:

The Emergency Reserve/Cash Basis Fund was established by City Charter Section 1213 to provide monies to cover City operating costs incurred prior to the receipt of ad valorum taxes each year from the County. It also serves as the City's only source of General Fund emergency reserves not earmarked for other governmental purposes.

Emergency Response Fund

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	0	0	0
Estimated Revenue:			
Donations	38,000	0	0
Federal Grants	0	0	0
Transfer-in General Fund	70,000	50,000	0
Total Revenues	<u>108,000</u>	<u>50,000</u>	<u>0</u>
Estimated Funds Available	108,000	50,000	0
Proposed Expenditures:			
Covid-19 Response	108,000	50,000	0
Total Expenditures	<u>108,000</u>	<u>50,000</u>	<u>0</u>
Ending Fund Balance	0	0	0

Purpose of Funds:

The Emergency Response Fund was setup to track expenditures related to a declared emergency

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 8002		COVID-19 RESPONSE				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	0	0	48,900	0	0
4130	OVERTIME	0	0	1,400	0	0
4241	P.E.R.S.	0	0	4,500	0	0
4250	FICA/HOSPITAL INSURANCE	0	0	800	0	0
Total: SALARIES & WAGES		0	0	55,600	0	0
SUPPLIES						
5110	OFFICE SUPPLIES	0	0	4,600	0	0
5125	PRINT SHOP	0	0	700	0	0
5230	BUILDING AND GROUNDS	0	0	6,400	0	0
5260	FIELDS	0	0	20,500	0	0
5262	SAFETY EQUIPMENT	0	0	5,500	50,000	0
Total: SUPPLIES		0	0	37,700	50,000	0
OPERATING EXPENSES						
6160	CONTRACT SERVICES	0	0	16,200	0	0
6410	PUBLIC NOTICES	0	0	500	0	0
6760	BUILDING REPAIR & MAINT	0	0	850	0	0
6770	PARAMEDIC EQUIPMENT	0	0	2,800	0	0
Total: OPERATING EXPENSES		0	0	20,350	0	0
SPECIAL PROGRAMS						
7206	BULK MAILING	0	0	550	0	0
Total: SPECIAL PROGRAMS		0	0	550	0	0
Total:		0	0	114,200	50,000	0
Fund/Division: 0418002					OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR	
					0.00 %	

Park & Recreational Facilities Fund

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	11,842,000	6,304,100	6,970,100
Estimated Revenue:			
Dwelling Unit Fees	900,000	750,000	600,000
Grants	568,800	0	0
Interest Earnings	152,000	47,300	52,300
Total Revenues	1,620,800	797,300	652,300
Estimated Funds Available	13,462,800	7,101,400	7,622,400
Proposed Expenditures:			
General Fund Overhead	30,600	31,300	31,900
Capital Projects	7,128,100	100,000	4,025,000
Total Expenditures	7,158,700	131,300	4,056,900
Ending Fund Balance	6,304,100	6,970,100	3,565,500

Purpose of Funds:

The Park and Recreational Facilities Fund was created (Section 2531.1 of the Municipal Code) for the acquisition, improvement, and maintenance of parks, park equipment, and playgrounds. Development Fees are charged on residential construction and money collected are designated for expenditure on eligible park projects.

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION:	PARKS & RECREATION					
OPERATING EXPENSES						
6995 GENERAL FUND CHARGES	25,800	30,600	30,600	31,300	31,900	
Total: OPERATING EXPENSES	25,800	30,600	30,600	31,300	31,900	
Total:	25,800	30,600	30,600	31,300	31,900	
Fund/Division:	OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					2.29 %

Traffic Safety Fund

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	0	0	0
Estimated Revenue:			
Miscellaneous Fines	50,000	100,000	100,000
Parking Citations	120,000	120,000	120,000
Total Revenues	170,000	220,000	220,000
Estimated Funds Available	170,000	220,000	220,000
Proposed Expenditures:			
Transfer to General Fund	170,000	220,000	220,000
Total Expenditures	170,000	220,000	220,000
Ending Fund Balance	0	0	0

Purpose of Funds:

The Traffic Safety Fund was created (Section 2512 of the Municipal Code) to account for parking citations and miscellaneous fine revenue received from the County Municipal Court for violations of Section 1436 of the California Penal Code. The monies received are transferred to the General Fund to help pay for Police Department Traffic and Patrol activities.

Public, Educational & Governmental Access

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	806,600	854,600	921,000
Estimated Revenue:			
PEG	85,000	85,000	85,000
Interest Earnings	13,000	6,400	6,900
Total Revenues	98,000	91,400	91,900
Estimated Funds Available	904,600	946,000	1,012,900
Proposed Expenditures:			
Capital Improvement Project	50,000	25,000	25,000
Operating Costs	0	0	0
Total Expenditures	50,000	25,000	25,000
Ending Fund Balance	854,600	921,000	987,900

Purpose of Funds:

The Public, Educational, and Governmental Access fund was established to account for the fees received from the cable operators for administration and improvement to any public, educational, and governmental access television.

Used Oil Grant

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	22,200	10,800	10,900
Estimated Revenue:			
Used Oil Grant	11,500	15,500	15,500
Interest Earnings	200	100	100
Total Revenues	11,700	15,600	15,600
Estimated Funds Available	33,900	26,400	26,500
Proposed Expenditures:			
Operating Costs	23,100	15,500	15,500
Total Expenditures	23,100	15,500	15,500
Ending Fund Balance	10,800	10,900	11,000

Purpose of Funds:

Used Oil Grant Fund was established to account for the funding received from the used oil payment program administered by the Department of Resources Recycling and Recovery to provide for used oil and used oil filter collection and recycling and for public education.

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 3340	USED OIL GRANT					
SUPPLIES		0	0	0	0	0
SPECIAL PROGRAMS						
7252	PROGRAM EXP USED OIL#15	7,048	0	7,600	0	0
7253	PROGRM EXP USED OIL#14-15	0	15,500	15,500	0	0
7254	PROGRAM EXP IPP6-15-0046	0	0	0	15,500	15,500
Total: SPECIAL PROGRAMS		7,048	15,500	23,100	15,500	15,500
Total:		7,048	15,500	23,100	15,500	15,500
Fund/Division: 1123340						0.00 %
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						

DOC Beverage Grant

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	63,200	36,300	36,600
<hr/>			
Estimated Revenue:			
Grant	0	14,500	14,500
Interest Earnings	400	300	300
Total Revenues	<hr/> 400	14,800	14,800
Estimated Funds Available	63,600	51,100	51,400
Proposed Expenditures:			
Operating Costs	27,300	14,500	14,500
Total Expenditures	<hr/> 27,300	14,500	14,500
Ending Fund Balance	<hr/>36,300	36,600	36,900

Purpose of Funds:

The DOC Beverage Grant Fund was established to account for funding received from Cal Recycle for beverage container recycling and litter cleanup activities.

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 3340	DOC BEVERAGE					
SUPPLIES						
5115 PROGRAM EXPENSES		24,821	15,300	27,300	14,500	14,500
Total: SUPPLIES		24,821	15,300	27,300	14,500	14,500
Total:		24,821	15,300	27,300	14,500	14,500
Fund/Division: 1143340	OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					
						(5.23) %

Solid Waste Fund

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	1,784,600	1,803,100	1,743,600
Estimated Revenue:			
Solid Waste Assessments	500,000	550,000	550,000
Waste Management Administrative fees	116,300	119,000	121,000
Interest Earnings	22,000	14,100	13,700
Total Revenues	638,300	683,100	684,700
Estimated Funds Available	2,422,900	2,568,900	2,511,600
Proposed Expenditures:			
Operating Costs	419,800	442,000	447,400
Transfer to General fund	200,000	300,000	300,000
Total Expenditures	619,800	742,000	747,400
Ending Fund Balance	1,803,100	1,743,600	1,680,300

Purpose of Funds:

The Solid Waste Fund was established to account for revenues received by the City to administer the requirements of the California Integrated Waste Management Act (AB939). These requirements are intended to help divert waste from landfills and to promote recycling efforts.

SOLID WASTE FUND*No. of Employees Full
Time Equivalent*

Deputy Public Works Director	0.10
Environmental Services Manager	0.70
Public Works Office Coordinator	0.10
Public Works Services Director	0.10
Senior Management Analyst	0.50
Storekeeper/Buyer	0.05
Street Superintendent	0.05
TOTAL	1.60

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 1901		SOLID WASTE				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	168,232	172,900	173,500	176,200	176,200
4011	SPECIALIST PAY	96	100	100	100	100
4013	VACATION PAY OFF	0	100	100	100	100
4014	VACATION SELL BACK	2,176	2,000	2,000	2,000	2,000
4015	ALLOWANCES	171	200	200	200	200
4021	LONGEVITY PAY	2,117	2,100	2,100	2,300	2,300
4032	PART-TIME NON-PERS	3,913	11,100	0	13,400	13,400
4241	P.E.R.S	56,808	66,800	67,000	71,400	75,200
4242	NON-PERSABLE COMPENSATION	789	800	800	800	800
4244	MEDICAL/DENTAL INSURANCE	27,059	27,300	27,000	27,300	27,300
4245	LONG TERM DISABILITY	147	100	100	200	200
4247	LIFE INSURANCE	487	500	500	500	500
4250	FICA/HOSPITAL INSURANCE	2,589	2,700	2,700	2,800	2,800
Total: SALARIES & WAGES		264,583	286,700	276,100	297,300	301,100
SUPPLIES						
5110	OFFICE SUPPLIES	3,375	3,000	3,000	3,000	3,000
5125	PRINT SHOP	13,441	14,500	14,500	14,500	14,500
5260	FIELDS	4,615	5,000	5,000	5,000	5,000
Total: SUPPLIES		21,431	22,500	22,500	22,500	22,500
OPERATING EXPENSES						
6160	CONTRACT SERVICES	21,391	22,000	22,000	22,000	22,000
6210	TELEPHONE	17	200	0	0	0
6505	GENERAL LIABILITY	5,500	5,500	5,500	5,800	5,800
6507	WORKERS' COMPENSATION	6,700	7,300	7,300	7,300	7,300
6750	VEHICLE MAINTENANCE	2,417	3,000	3,000	1,500	1,500
6751	VEHICLE FUEL USAGE	0	0	0	400	400
6752	VEHICLE 3RD PARTY SVC	0	0	0	1,000	1,000
6902	DISPOSAL CHARGES	3,096	1,500	1,500	1,500	1,500
6930	MEMBERSHIP & PUBLICATIONS	675	700	700	700	700
6940	OFFICIAL MEETINGS	464	500	500	500	500
6970	TRAINING	680	1,800	1,800	2,100	2,100
6971	TUITION REIMBURSEMENT	-434	1,000	1,000	0	0
6995	GENERAL FUND CHARGES	71,400	77,900	77,900	79,500	81,100
Total: OPERATING EXPENSES		111,906	121,400	121,200	122,300	123,900
Total:		397,920	430,600	419,800	442,100	447,500
Fund/Division: 1181901		OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				
		2.67 %				

Measure W - Safe Clean Water Program

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	0	420,000	1,143,200
Estimated Revenue:			
Local Return Allocation	1,020,000	1,020,000	1,020,000
Grants	0	0	0
Interest Earnings	0	3,200	8,600
Total Revenues	1,020,000	1,023,200	1,028,600
Estimated Funds Available	1,020,000	1,443,200	2,171,800
Proposed Expenditures:			
Operating Costs	0	0	0
Capital Projects	600,000	300,000	1,650,000
Total Expenditures	600,000	300,000	1,650,000
Ending Fund Balance	420,000	1,143,200	521,800

Purpose of Funds:

Special parcel tax for properties located in LAFCD; to be used on projects for capturing, treating, and recycling stormwater.

State Gas Tax Fund

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	118,900	(180,900)	(233,100)
Estimated Revenue:			
Gas Tax - Section 2106	181,500	188,400	195,000
Gas Tax - Section 2107	375,500	375,500	404,000
Gas Tax - Section 2107.5	7,500	7,500	7,500
Gas Tax - Section 2105	300,600	312,200	338,000
Gas Tax - Section 2103	433,300	497,600	522,000
Loan Repayment, SB1	66,200	0	0
Interest Earnings	1,000	1,800	2,000
Total Revenues	<u>1,365,600</u>	<u>1,383,000</u>	<u>1,468,500</u>
Estimated Funds Available	1,484,500	1,202,100	1,235,400
Proposed Expenditures:			
Operating Expense	2,000	0	0
Transfer to General Fund for Street Maintenance	1,363,400	1,435,200	1,468,600
Capital Projects	300,000	0	0
Total Expenditures	<u>1,665,400</u>	<u>1,435,200</u>	<u>1,468,600</u>
Ending Fund Balance	(180,900)	(233,100)	(233,200)

Purpose of Funds:

The State Gasoline Tax Fund is used to account for the City's share of tax revenues collected by the State on the sale of fuel for motor vehicles. The use of these funds is restricted to the construction, improvement, and maintenance of public streets. A portion of the Gas Tax revenue received each year is transferred to the General Fund to help pay for programs carried out by the Public Works Department, including street maintenance, engineering, and traffic signals.

Road Maintenance And Rehabilitation Program (SB1)

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	38,000	44,000	30,100
Estimated Revenue:			
Account - Section 2030	955,100	1,084,000	1,084,000
Interest Earnings	6,000	2,100	2,100
Total Revenues	<u>961,100</u>	<u>1,086,100</u>	<u>1,086,100</u>
Estimated Funds Available	999,100	1,130,100	1,116,200
Proposed Expenditures:			
Capital Projects	955,100	1,100,000	1,100,000
Total Expenditures	<u>955,100</u>	<u>1,100,000</u>	<u>1,100,000</u>
Ending Fund Balance	<u>44,000</u>	<u>30,100</u>	<u>16,200</u>

Purpose of Funds:

The Road Maintenance and Rehabilitation Program (RMRP) was created to address deferred maintenance on the state highway system and the local street and road system. Program funds relating to Local Streets and Roads (LSR) will be apportioned by formula to eligible cities and counties pursuant to S&H Code section 2032(h) for basic road maintenance, rehabilitation, and critical safety projects on the local streets and roads system.

Air Quality Management

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	125,600	18,600	70,700
Revenue From Other Agencies AB 2766	73,500	74,300	74,300
Interest Earnings	1,800	100	500
Total Revenues	75,300	74,400	74,800
Estimated Funds Available	200,900	93,000	145,500
Proposed Expenditures:			
Equipment Purchases	160,000	0	0
Operating Costs	22,300	22,300	22,300
Total Expenditures	182,300	22,300	22,300
Ending Fund Balance	18,600	70,700	123,200

Purpose of Funds:

The Air Quality Management Fund (AB 2766) is used to account for revenues received from the State and collected as part of Department of Motor Vehicle registration fees. Their use is restricted to activities that serve to improve air quality.

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 4103	AQMD - PLANNING					
SUPPLIES						
5115	PROGRAM EXPENSES	17,546	20,000	20,000	20,000	20,000
Total: SUPPLIES		17,546	20,000	20,000	20,000	20,000
OPERATING EXPENSES						
6505	GENERAL LIABILITY	400	400	400	400	400
6940	OFFICIAL MEETINGS	507	500	500	500	500
6995	GENERAL FUND CHARGES	1,700	1,400	1,400	1,400	1,400
Total: OPERATING EXPENSES		2,607	2,300	2,300	2,300	2,300
Total:		20,154	22,300	22,300	22,300	22,300

Fund/Division: 1514103

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

0.00 %

Community Development Block Grant Fund

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	0	0	0
Estimated Revenue:			
Misc. Income	18,500	21,300	21,800
Block Grant Funds	502,700	304,800	304,500
Total Revenues	<u>521,200</u>	326,100	326,300
Estimated Funds Available	521,200	326,100	326,300
Proposed Expenditures:			
Housing Rehabilitation	207,400	237,200	237,400
Senior Information Services	19,600	20,500	20,500
Senior Meals	49,200	68,400	68,400
COVID-19 Small Business Grants	245,000	0	0
Capital Project	0	0	0
Total Expenditures	<u>521,200</u>	326,100	326,300
Ending Fund Balance	0	0	0

Purpose of Funds:

The Community Development Block Grant (CDBG) Fund is used to account for monies received from the U.S. Department of Housing and Urban Development (HUD). These funds must be expended to accomplish one of the following objectives: elimination of slum or blight, be beneficial to individuals of low to moderate income, provide public services to the senior citizen population, or meet specific urgent community development needs.

CDBG FUND

*No. of Employees Full
Time Equivalent*

Senior Management Analyst	0.05
---------------------------	------

TOTAL	0.05
--------------	-------------

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 4307		C D B G-HOUSING				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	12,424	10,400	5,400	5,200	5,200
4014	VACATION SELL BACK	188	200	200	100	100
4021	LONGEVITY PAY	149	200	100	100	100
4241	P.E.R.S	4,201	4,100	2,100	2,100	2,300
4242	NON-PERSABLE COMPENSATION	62	100	0	0	0
4244	MEDICAL/DENTAL INSURANCE	2,263	1,700	800	900	900
4245	LONG TERM DISABILITY	12	0	0	0	0
4247	LIFE INSURANCE	41	0	0	0	0
4250	FICA/HOSPITAL INSURANCE	201	200	100	100	100
Total: SALARIES & WAGES		19,541	16,900	8,700	8,500	8,700
SUPPLIES						
5110	OFFICE SUPPLIES	1,076	500	500	500	500
5118	HOUSING IMPROVEMENT	138,903	190,000	160,000	190,000	190,000
5125	PRINT SHOP	0	200	200	200	200
Total: SUPPLIES		139,979	190,700	160,700	190,700	190,700
OPERATING EXPENSES						
6160	CONTRACT SERVICES	29,205	30,000	38,000	38,000	38,000
Total: OPERATING EXPENSES		29,205	30,000	38,000	38,000	38,000
Total:		188,725	237,600	207,400	237,200	237,400

Fund/Division: 1524307

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(0.17) %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 5507	C D B G-SENIOR I & R					
SALARIES & WAGES						
Total: SALARIES & WAGES		0	0	0	0	0
SUPPLIES						
5110 OFFICE SUPPLIES		504	0	0	1,000	1,000
5125 PRINT SHOP		20,003	19,600	19,600	19,500	19,500
Total: SUPPLIES		20,507	19,600	19,600	20,500	20,500
Total:		20,507	19,600	19,600	20,500	20,500
Fund/Division: 1525507						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						4.59 %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 5511		CDBG-SENIOR MEALS				
SALARIES & WAGES						
4032	PART-TIME NON-PERS	3,966	3,900	4,100	3,900	3,900
4250	FICA/HOSPITAL INSURANCE	57	100	100	100	100
Total: SALARIES & WAGES		4,024	4,000	4,200	4,000	4,000
SUPPLIES						
5116	SENIOR MEAL PROGRAM	42,314	46,900	42,700	64,400	64,400
Total: SUPPLIES		42,314	46,900	42,700	64,400	64,400
Total:		46,338	50,900	46,900	68,400	68,400
Fund/Division: 1525511						34.38 %
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						

Santa Anita Grade Separation

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	1,657,700	1,629,700	1,641,900
Estimated Revenue:			
Grants	0	0	0
Interest Earnings	22,000	12,200	12,300
Total Revenues	<u>22,000</u>	<u>12,200</u>	<u>12,300</u>
Estimated Funds Available	1,679,700	1,641,900	1,654,200
Proposed Expenditures:			
Gold Line Capital projects	50,000	0	0
	<u>50,000</u>	<u>0</u>	<u>0</u>
Ending Fund Balance	<u>1,629,700</u>	<u>1,641,900</u>	<u>1,654,200</u>

Purpose of Funds:

This Fund is a reserve that was established with Proposition A and C monies to provide financing for the Santa Anita Grade Separation project.

Transit Fund

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	0	0	0
Estimated Operating Funds:			
TDA Article 4	343,000	402,000	402,000
Prop C 40% Muni Op Improvement	68,300	73,000	73,000
Foothill Transit Mitigation	13,600	14,000	14,000
Bus System Improvement Plan (BSIP)	23,000	23,000	23,000
Prop A 40% Discretionary	224,000	238,000	238,000
Measure R 20% Bus operation	149,500	155,000	155,000
Measure M 20% Bus operation	154,700	154,000	154,000
Transfer from Prop A Fund	1,220,000	868,800	940,680
Transfer from Measure R Fund	813,300	579,200	627,120
State Transit Assistance	56,000	67,000	67,000
Fare Box Receipts	12,000	12,000	12,000
Transit Security	6,600	6,700	6,700
Transit Passes	1,300	1,300	1,300
Total Operating	<hr/> 3,085,300	<hr/> 2,594,000	<hr/> 2,713,800
Estimated Capital Funds:			
Prop A Local Return	528,100	0	0
Public Trsnptn Modernization Imprvmt Service Enhancement Acct (PTMISTEA)	0	0	0
FTA Section 5307	752,000	0	0
Total Capital	<hr/> 1,280,100	<hr/> 0	<hr/> 0
Estimated Funds Available	4,365,400	2,594,000	2,713,800
Proposed Expenditures:			
New Buses purchase	1,920,100	0	0
Operating Costs	2,445,300	2,594,000	2,713,800
Total Expenditures	<hr/> 4,365,400	<hr/> 2,594,000	<hr/> 2,713,800
Ending Fund Balance	0	0	0

Purpose of Funds:

Transit Fund is used to fund Arcadia Transit. Arcadia Transit is a transportation system that provides a convenient, comfortable, and practical alternative to the automobile, is accessible for everyone in the City, and provides for the special needs of the transit dependent.

TRANSIT FUND*No. of Employees Full
Time Equivalent*

Assistant City Manager/DSD Director	0.10
Senior Administrative Assistant	0.20
Transportation Services Manager	1.00
TOTAL	1.30

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 4701		TRANSIT-ADMIN				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	136,255	137,900	139,100	137,900	137,900
4014	VACATION SELL BACK	376	800	800	800	800
4015	ALLOWANCES	527	500	500	500	500
4021	LONGEVITY PAY	2,240	2,200	2,300	2,300	2,300
4241	P.E.R.S	46,484	53,800	54,200	56,400	59,400
4242	NON-PERSABLE COMPENSATION	615	600	600	600	600
4244	MEDICAL/DENTAL INSURANCE	21,723	21,900	21,700	21,900	21,900
4245	LONG TERM DISABILITY	119	100	100	100	100
4247	LIFE INSURANCE	383	400	400	400	400
4250	FICA/HOSPITAL INSURANCE	1,956	2,000	2,000	2,000	2,000
Total: SALARIES & WAGES		210,677	220,200	221,700	222,900	225,900
SUPPLIES						
5110	OFFICE SUPPLIES	494	500	500	500	500
5125	PRINT SHOP	2,000	3,000	3,000	2,000	2,000
Total: SUPPLIES		2,494	3,500	3,500	2,500	2,500
OPERATING EXPENSES						
6353	PROFESSIONAL & TECHNICAL	2,500	20,000	40,000	20,000	20,000
6355	CONTRACT OPERATIONS	2,168,264	2,032,000	2,000,000	2,176,500	2,290,000
6505	GENERAL LIABILITY	36,100	36,400	36,400	38,100	38,300
6507	WORKERS' COMPENSATION	2,900	3,200	3,200	3,200	3,200
6910	AUDIT	2,097	2,300	2,150	2,300	2,300
6930	MEMBERSHIP & PUBLICATIONS	1,732	2,300	2,000	2,000	2,000
6940	OFFICIAL MEETINGS	2,280	4,700	4,300	3,400	4,000
6995	GENERAL FUND CHARGES	113,300	120,700	120,700	123,100	125,600
Total: OPERATING EXPENSES		2,329,173	2,221,600	2,208,750	2,368,600	2,485,400
SPECIAL PROGRAMS						
7990	PENSION LIB ACCRUAL	14,294	0	0	0	0
Total: SPECIAL PROGRAMS		14,294	0	0	0	0
Total:		2,556,638	2,445,300	2,433,950	2,594,000	2,713,800

Fund/Division: 1544701

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

6.08 %

Proposition "A" Local Return Fund

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	1,848,700	1,169,300	1,436,600
Estimated Revenue:			
Proposition "A" Allocation	1,165,360	1,248,000	1,248,000
Interest Earnings	22,000	8,800	10,800
Total Revenues	1,187,360	1,256,800	1,258,800
Estimated Funds Available	3,036,060	2,426,100	2,695,400
Proposed Expenditures:			
Transfer for Bus Purchase	528,100	0	0
Transfer to Transit Fund	1,220,000	868,800	940,680
Operating Costs	118,700	120,700	122,000
Total Expenditures	1,866,800	989,500	1,062,680
Ending Fund Balance	1,169,260	1,436,600	1,632,720

Purpose of Funds:

The Proposition A Fund is used to account for sales tax revenues designated by the voters for local transportation programs. These funds are received through the Los Angeles County Metropolitan Transit Authority (MTA).

<i>PROP A</i>	<i>No. of Employees Full Time Equivalent</i>
Assistant City Manager/DSD Director	0.10
Deputy Director of Development Services/City Engineer	0.20
Maintenance Worker	1.00
TOTAL	1.30

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 3304		PROP A/ BUS STOP MAINT				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	52,569	54,300	54,800	54,300	54,300
4014	VACATION SELL BACK	0	1,000	1,000	1,000	1,000
4021	LONGEVITY PAY	191	1,100	1,100	1,100	1,100
4241	P.E.R.S.	15,869	19,700	19,700	20,600	21,700
4244	MEDICAL/DENTAL INSURANCE	13,486	13,800	13,400	13,800	13,800
4245	LONG TERM DISABILITY	92	100	100	100	100
4247	LIFE INSURANCE	62	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	854	800	900	800	800
Total: SALARIES & WAGES		83,122	90,900	91,100	91,800	92,900
SUPPLIES						
5260	FIELDS	1,425	1,300	1,300	1,300	1,300
Total: SUPPLIES		1,425	1,300	1,300	1,300	1,300
OPERATING EXPENSES						
6505	GENERAL LIABILITY	1,700	1,700	1,700	1,800	1,800
6507	WORKERS' COMPENSATION	2,600	2,800	2,800	2,800	2,800
6750	VEHICLE MAINTENANCE	9,568	8,500	9,200	4,500	4,500
6751	VEHICLE FUEL USAGE	0	0	0	3,500	3,900
6752	VEHICLE 3RD PARTY SVC	0	0	0	100	100
6995	GENERAL FUND CHARGES	20,000	21,200	21,200	21,600	22,000
Total: OPERATING EXPENSES		33,868	34,200	34,900	34,300	35,100
Total:		118,414	126,400	127,300	127,400	129,300

Fund/Division: 1553304

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

0.79 %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 4103		PROP A-DSD PLANNING & ADM				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	52,821	53,500	53,900	53,500	53,500
4014	VACATION SELL BACK	1,641	2,000	2,000	2,000	2,000
4015	ALLOWANCES	723	700	700	700	700
4021	LONGEVITY PAY	601	600	600	600	600
4241	P.E.R.S	18,312	20,800	20,900	21,800	22,900
4242	NON-PERSABLE COMPENSATION	263	300	300	300	300
4244	MEDICAL/DENTAL INSURANCE	5,267	5,300	5,300	5,300	5,300
4245	LONG TERM DISABILITY	27	0	0	0	0
4247	LIFE INSURANCE	148	200	100	200	200
4250	FICA/HOSPITAL INSURANCE	807	800	800	800	800
Total: SALARIES & WAGES		80,610	84,200	84,600	85,200	86,300
OPERATING EXPENSES						
6505	GENERAL LIABILITY	1,600	1,600	1,600	1,700	1,700
6507	WORKERS' COMPENSATION	1,000	1,100	1,100	1,100	1,100
6930	MEMBERSHIP & PUBLICATIONS	20,300	21,000	21,000	21,000	21,000
6995	GENERAL FUND CHARGES	10,800	11,500	11,500	11,700	11,900
Total: OPERATING EXPENSES		33,700	35,200	35,200	35,500	35,700
Total:		114,310	119,400	119,800	120,700	122,000
Fund/Division: 1554103						1.09 %
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 5504		PROP A/ RECREATN TRANSPTN				
OPERATING EXPENSES						
6505	GENERAL LIABILITY	300	300	300	300	300
6995	GENERAL FUND CHARGES	1,000	1,100	1,100	1,100	1,100
Total: OPERATING EXPENSES		1,300	1,400	1,400	1,400	1,400
SPECIAL PROGRAMS						
7220	EXCURSIONS/SPECIAL EVENT	19,299	19,300	19,300	19,300	19,300
Total: SPECIAL PROGRAMS		19,299	19,300	19,300	19,300	19,300
Total:		20,599	20,700	20,700	20,700	20,700

Fund/Division: 1555504

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

0.00 %

Proposition "C" Local Return Fund

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	2,067,000	617,200	547,100
Estimated Revenue:			
Proposition "C" Allocation	966,000	1,029,000	1,029,000
Grants	114,000	0	0
Interest Earnings	33,000	4,600	4,100
Total Revenues	1,113,000	1,033,600	1,033,100
Estimated Funds Available	3,180,000	1,650,800	1,580,200
Proposed Expenditures:			
Capital Projects	2,460,100	1,000,000	800,000
Operating Costs	102,700	103,700	105,100
Total Expenditures	2,562,800	1,103,700	905,100
Ending Fund Balance	617,200	547,100	675,100

Purpose of Funds:

This Fund was established for the purpose of reflecting financial activity for the City's share of Proposition C monies. Revenues received are restricted for transportation related activities.

PROP C

*No. of Employees Full
Time Equivalent*

Assistant City Manager/DSD Director	0.10
-------------------------------------	------

Deputy Director of Development Services/City Engineer	0.20
---	------

TOTAL	0.30
--------------	-------------

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 4103		PROP C -PLANNING/ADMIN				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	52,821	53,500	53,900	53,500	53,500
4014	VACATION SELL BACK	1,641	2,300	2,300	2,300	2,300
4015	ALLOWANCES	723	700	700	700	700
4021	LONGEVITY PAY	601	600	600	600	600
4241	P.E.R.S	17,932	20,800	20,900	21,800	22,900
4242	NON-PERSABLE COMPENSATION	263	300	300	300	300
4244	MEDICAL/DENTAL INSURANCE	5,267	5,300	5,300	5,300	5,300
4245	LONG TERM DISABILITY	27	0	0	0	0
4247	LIFE INSURANCE	148	200	100	200	200
4250	FICA/HOSPITAL INSURANCE	807	800	800	800	800
Total: SALARIES & WAGES		80,230	84,500	84,900	85,500	86,600
OPERATING EXPENSES						
6505	GENERAL LIABILITY	1,300	1,300	1,300	1,400	1,400
6507	WORKERS' COMPENSATION	1,300	1,400	1,400	1,400	1,400
6995	GENERAL FUND CHARGES	16,100	15,100	15,100	15,400	15,700
Total: OPERATING EXPENSES		18,700	17,800	17,800	18,200	18,500
Total:		98,930	102,300	102,700	103,700	105,100

Fund/Division: 1574103

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

1.37 %

Measure "R" Local Return Fund

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	883,100	460,400	587,300
Estimated Revenue:			
Proposition "R" Allocation	725,000	772,000	772,000
Grants	1,075,000	0	0
Interest Earnings	12,000	3,500	4,500
Total Revenues	1,812,000	775,500	776,500
 Estimated Funds Available	 2,695,100	 1,245,700	 1,373,600
 Proposed Expenditures:			
Transfer to Transit Fund	813,300	579,200	627,120
Operating Costs	68,800	69,400	70,400
Capital Projects	1,352,600	0	0
 Total Expenditures	 2,224,900	 648,600	 697,520
 Ending Fund Balance	 460,400	 587,300	 666,280

Purpose of Funds:

This fund is 15% of the new County's 1/2 cent sales tax measure distributed to local cities on a per capita basis and can be used for major street resurfacing, rehabilitation and reconstruction; pothole repair; left turn signals; bikeways; pedestrian improvements; streetscapes; signal synchronization; and transit.

<i>MEASURE R</i>	<i>No. of Employees Full Time Equivalent</i>
Assistant City Manager/DSD Director	0.10
Deputy Director of Development Services/City Engineer	0.10
TOTAL	0.20

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 4701		MEASURE R				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	36,255	36,700	37,000	36,700	36,700
4014	VACATION SELL BACK	1,008	1,400	1,400	1,400	1,400
4015	ALLOWANCES	625	600	600	600	600
4021	LONGEVITY PAY	382	400	400	400	400
4241	P.E.R.S	12,297	14,200	14,300	14,900	15,700
4242	NON-PERSABLE COMPENSATION	181	200	200	200	200
4244	MEDICAL/DENTAL INSURANCE	3,558	3,600	3,500	3,600	3,600
4245	LONG TERM DISABILITY	18	0	0	0	0
4247	LIFE INSURANCE	101	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	549	500	600	500	500
Total: SALARIES & WAGES		54,975	57,700	58,100	58,400	59,200
OPERATING EXPENSES						
6505	GENERAL LIABILITY	900	900	900	1,000	1,000
6507	WORKERS' COMPENSATION	700	800	800	800	800
6995	GENERAL FUND CHARGES	11,100	9,000	9,000	9,200	9,400
Total: OPERATING EXPENSES		12,700	10,700	10,700	11,000	11,200
Total:		67,675	68,400	68,800	69,400	70,400

Fund/Division: 1614701

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

1.46 %

Transportation Impact Fund

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	2,574,000	358,800	(78,500)
Estimated Revenue:			
Other Grants	10,000	560,000	0
Impact Fees	300,000	300,000	300,000
Interest Earnings	35,300	2,700	0
Total Revenues	<u>345,300</u>	<u>862,700</u>	<u>300,000</u>
Estimated Funds Available	2,919,300	1,221,500	221,500
Proposed Expenditures:			
Capital Projects	2,560,500	1,300,000	100,000
Total Expenditures	<u>2,560,500</u>	<u>1,300,000</u>	<u>100,000</u>
Ending Fund Balance	358,800	(78,500)	121,500

Purpose of Funds:

This Fund was established to help pay for traffic improvements to certain intersections, as identified in the City's Transportation Impact Fee Program. Transportation Impact Fees are imposed on new developments, as developments result in additional vehicular trips and place a greater burden on the City's roadway capacity.

Measure "M" Local Return Fund

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	238,200	428,800	1,203,700
Estimated Revenue:			
Proposition "M" Allocation	821,600	875,000	875,000
Discretionary Grant / SGV COG	0	150,000	1,600,000
Interest Earnings	6,800	4,900	9,000
Total Revenues	828,400	1,029,900	2,484,000
 Estimated Funds Available	 1,066,600	 1,458,700	 3,687,700
Proposed Expenditures:			
Operating Costs	55,000	55,000	55,000
Capital Projects	582,800	200,000	2,050,000
Total Expenditures	637,800	255,000	2,105,000
 Ending Fund Balance	 428,800	 1,203,700	 1,582,700

Purpose of Funds:

The Metro Traffic Improvement Plan is a 1/2 cent sales tax measure distributed to local cities on a per capita basis that can be used for major street resurfacing, rehabilitation and reconstruction; pothole repair; left turn signals; bikeways; pedestrian improvements; streetscapes; signal synchronization; and transit.

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 4190	MEASURE M - ENGINEERING					
OPERATING EXPENSES						
6160 CONTRACT SERVICES		0	55,000	55,000	55,000	55,000
Total: OPERATING EXPENSES		0	55,000	55,000	55,000	55,000
Total:		0	55,000	55,000	55,000	55,000
Fund/Division: 1654190	OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					
						0.00 %

TDA Article 3 Bikeway

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	77,000	54,100	54,100
TDA Article 3 Allocation	50,000	50,000	50,000
Interest Earnings	0	0	0
Total Revenues	127,000	104,100	104,100
Estimated Funds Available	127,000	104,100	104,100
Proposed Expenditures:			
Capital Projects	72,900	50,000	50,000
Total Expenditures	72,900	50,000	50,000
Ending Fund Balance	54,100	54,100	54,100

Purpose of Funds:

This Fund accounts for Transportation Development Act funds. Revenues are restricted to be used exclusively for facility use by pedestrians and bicycles.

Capital Improvement Fund

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	10,477,000	5,710,300	6,524,300
Estimated Revenue:			
Transfer from General Fund	750,000	1,600,000	2,400,000
Federal Grants	0	0	0
Parimutual Revenue	350,000	225,000	300,000
Interest Earnings	137,000	42,800	48,900
Total Revenues	<u>1,237,000</u>	<u>1,867,800</u>	<u>2,748,900</u>
Estimated Funds Available	11,714,000	7,578,100	9,273,200
Proposed Expenditures:			
RaceTrack Overtime Reimbursement	86,500	82,700	110,000
General Fund Overhead	30,000	30,600	31,200
Capital Projects	<u>5,887,200</u>	<u>940,500</u>	<u>3,596,000</u>
Total Expenditures	<u>6,003,700</u>	<u>1,053,800</u>	<u>3,737,200</u>
Ending Fund Balance	<u>5,710,300</u>	<u>6,524,300</u>	<u>5,536,000</u>

Purpose of Funds:

The Capital Outlay Fund was established to account for all Pari-mutuel revenues received from Santa Anita Race Track. Expenditures from this Fund generally relate to the acquisition of capital, but also includes traffic control in and around the race track.

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION:	CAPITAL OUTLAY					
OPERATING EXPENSES						
6994	GENERAL FUND COST REIMB	211,458	210,600	86,500	82,700	110,000
6995	GENERAL FUND CHARGES	33,100	30,000	30,000	30,600	31,200
Total:	OPERATING EXPENSES	244,558	240,600	116,500	113,300	141,200
Total:		244,558	240,600	116,500	113,300	141,200
Fund/Division:		OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				(52.91) %

City Hall Reserve

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	1,500,000	1,500,000	100
Estimated Revenue:			
Transfer From General Fund	0	0	0
Interests	0	0	0
Total Revenues	0	0	0
Estimated Funds Available	1,500,000	1,500,000	100
Proposed Expenditures:			
Transfer to PERS Retirement Fund	0	1,499,900	0
Total Expenditures	0	1,499,900	0
Ending Fund Balance	1,500,000	100	100

Purpose of Funds:

The City Hall Reserve is set aside funds intended for the construction of a new City Hall.

Lighting Maintenance Fund

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	268,500	268,500	268,500
Estimated Revenue:			
Current Assessment	575,100	491,900	502,800
Transfer from General Fund	702,500	786,300	802,400
Total Revenues	1,277,600	1,278,200	1,305,200
Estimated Funds Available	1,546,100	1,546,700	1,573,700
Proposed Expenditures:			
Operating Expenses	1,277,600	1,278,200	1,305,200
Total Expenditures	1,277,600	1,278,200	1,305,200
Ending Fund Balance	268,500	268,500	268,500

Purpose of Funds:

The Lighting Maintenance Fund is used to consolidate and account for all expenditures and revenues relating to the maintenance and powering of the Lighting District established in Arcadia.

<i>LIGHTING DISTRICT</i>	<i>No. of Employees Full Time Equivalent</i>
Building Maintenance Crew Supervisor	0.51
Building Maintenance Technician	0.40
General Services Superintendent	0.24
Traffic Signals/Street Lighting Technician	1.50
TOTAL	2.65

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 3311		LIGHTING DISTRICT				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	190,904	189,900	192,100	193,400	195,600
4013	VACATION PAY OFF	302	0	0	0	0
4014	VACATION SELL BACK	984	3,500	3,500	2,500	2,500
4019	STAND BY PAY	2,978	3,000	3,500	3,500	3,500
4021	LONGEVITY PAY	4,025	3,600	3,600	3,600	3,600
4130	OVERTIME	1,452	1,500	1,500	1,500	1,500
4241	P.E.R.S.	63,110	72,900	73,800	77,700	82,700
4242	NON-PERSABLE COMPENSATION	123	100	100	100	100
4244	MEDICAL/DENTAL INSURANCE	36,093	37,400	36,900	37,400	37,400
4245	LONG TERM DISABILITY	237	200	200	300	300
4247	LIFE INSURANCE	220	200	200	200	200
4250	FICA/HOSPITAL INSURANCE	2,782	2,900	2,800	2,900	3,000
Total: SALARIES & WAGES		303,211	315,200	318,200	323,100	330,400
SUPPLIES						
5260	FIELDS	20,469	21,000	21,000	21,000	21,000
5410	TOOLS	700	700	700	700	700
Total: SUPPLIES		21,169	21,700	21,700	21,700	21,700
OPERATING EXPENSES						
6160	CONTRACT SERVICES	108,551	150,000	150,000	130,000	130,000
6505	GENERAL LIABILITY	18,400	18,600	18,600	19,500	19,600
6507	WORKERS' COMPENSATION	8,200	9,000	9,000	9,000	9,000
6611	ELECTRIC	510,901	544,300	564,000	570,900	588,000
6750	VEHICLE MAINTENANCE	22,105	25,000	23,000	11,300	11,300
6751	VEHICLE FUEL USAGE	0	0	0	6,600	7,000
6752	VEHICLE 3RD PARTY SVC	0	0	0	3,800	3,800
6995	GENERAL FUND CHARGES	98,100	98,100	98,100	107,300	109,400
Total: OPERATING EXPENSES		766,258	845,000	862,700	858,400	878,100
SPECIAL PROGRAMS						
7410	POWER PURCHASED	67,492	75,000	75,000	75,000	75,000
Total: SPECIAL PROGRAMS		67,492	75,000	75,000	75,000	75,000
Total:		1,158,129	1,256,900	1,277,600	1,278,200	1,305,200
Fund/Division: 4303311						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						1.69 %

Water Fund

	FY19-20 Estimates	FY20-21		
		Operation	Capital Reserve	Equipment Reserve
Fiscal year 20-21				
Beginning Fund Balance *	20,159,700	(595,300)	13,062,400	213,300
Estimated Revenue:				
Maps and Publications	800	1,000	0	0
Water Sales	13,600,000	14,500,000	0	0
Public Works Inspection	40,000	50,000	0	0
Property Rental	27,600	27,600	0	0
Demand Response Program	0	10,000	0	0
Engineering Charges	0	0	0	0
Backflow Admin	80,000	90,000	0	0
Sale of Property	10,000	15,000	0	0
Misc.	25,000	23,000	0	0
Interest Earnings	298,814	0	98,000	1,600
Total Revenues	14,082,214	14,716,600	98,000	1,600
Estimated Funds Available	34,241,914	14,121,300	13,160,400	214,900
Proposed Expenditures:				
Equipment Purchase	834,900	0	0	28,500
Capital Outlay	5,043,600	0	4,325,000	0
Operating Costs	15,683,000	15,238,600	0	0
Total Expenditures	21,561,500	15,238,600	4,325,000	28,500
Ending Fund Balance	12,680,414	(1,117,300)	8,835,400	186,400

Purpose of Funds:

The Water Fund is an enterprise fund established to account for the operation of the City's water utility, a self supporting activity that renders services on a user charge basis to City residents and businesses.

* Capital Assets are not included in the Fund Balance.

Water Fund

	FY21-22		
	Operation	Capital Reserve	Equipment Reserve
Fiscal year 21-22			
Beginning Fund Balance	(1,117,300)	8,835,400	186,400
Estimated Revenue:			
Maps and Publications	1,000	0	0
Water Sales	14,500,000	0	0
Public Works Inspection	40,000	0	0
Property Rental	27,600	0	0
Miscellaneous	10,000	0	0
Backflow Admin	80,000	0	0
Sale of Property	10,000	0	0
Miscellaneous	25,000	0	0
Interest Earnings	0	66,300	1,400
Total Revenues	14,693,600	66,300	1,400
Estimated Funds Available	13,576,300	8,901,700	187,800
Proposed Expenditures:			
Equipment Purchase	0	0	150,200
Capital Outlay	0	1,805,000	0
Operating Costs	15,692,900	0	0
Total Expenditures	15,692,900	1,805,000	150,200
Ending Fund Balance	(2,116,600)	7,096,700	37,600

Purpose of Funds:

The Water Fund is an enterprise fund established to account for the operation of the City's water utility, a self supporting activity that renders services on a user charge basis to City residents and businesses.

WATER FUND*No. of Employees Full
Time Equivalent*

Administrative Assistant	1.90
Assistant Engineer	1.00
Associate Civil Engineer	0.30
City Manager	0.10
Deputy Public Works Director	0.50
Environmental Services Manager	0.20
Equipment Operator	4.00
Maintenance Worker	5.00
Management Analyst	1.00
Principal Civil Engineer	1.00
Public Works Office Coordinator	0.70
Public Works Services Director	0.50
Senior Civil Engineer	1.00
Senior Management Analyst	0.65
Senior Public Works Inspector	0.50
Storekeeper/Buyer	0.50
Street Superintendent	0.05
Utilities Crew Supervisor	3.00
Utilities Superintendent	1.00
Water Production Crew Supervisor	1.00
Water Production Technician I	2.00
Water Quality/Backflow Inspector	1.00
TOTAL	26.90

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 7201		WATER-ADMIN				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	886,221	928,200	910,200	938,300	946,200
4011	SPECIALIST PAY	1,640	1,600	1,500	1,600	1,600
4013	VACATION PAY OFF	723	10,000	5,000	5,000	5,000
4014	VACATION SELL BACK	12,934	15,000	12,000	12,000	12,000
4015	ALLOWANCES	1,832	2,100	2,200	2,200	2,200
4021	LONGEVITY PAY	10,518	10,800	10,600	11,200	11,200
4032	PART-TIME NON-PERS	18,234	15,000	0	15,000	15,000
4241	P.E.R.S	284,545	350,300	342,700	370,900	393,800
4242	NON-PERSABLE COMPENSATION	2,456	2,800	2,700	2,500	2,500
4244	MEDICAL/DENTAL INSURANCE	146,522	149,100	146,900	149,100	149,100
4245	LONG TERM DISABILITY	903	800	800	1,000	1,000
4247	LIFE INSURANCE	1,721	1,800	1,700	1,900	1,900
4248	RETIREE MEDICAL	29,809	37,400	33,500	31,300	31,900
4250	FICA/HOSPITAL INSURANCE	14,261	13,900	15,000	14,200	14,300
4299	VACANCY RATE	0	-46,200	0	-64,500	-45,700
Total: SALARIES & WAGES		1,412,316	1,492,600	1,484,800	1,491,700	1,542,000
SUPPLIES						
5110	OFFICE SUPPLIES	17,203	16,000	16,000	17,800	17,800
5111	WATER BILL POSTAGE	49,932	48,000	48,000	48,000	48,000
5120	DRAFTING SUPPLIES	1,130	3,000	2,500	2,500	2,500
5125	PRINT SHOP	19,666	23,000	23,000	23,000	23,000
Total: SUPPLIES		87,932	90,000	89,500	91,300	91,300
OPERATING EXPENSES						
6145	WATER CONSERVATION COST	31,525	40,000	40,000	71,500	71,500
6160	CONTRACT SERVICES	176,637	161,400	161,400	170,000	170,000
6505	GENERAL LIABILITY	111,700	112,700	112,700	118,000	118,700
6507	WORKERS' COMPENSATION	84,400	92,200	92,200	92,200	92,200
6540	TAXES	7,091	0	0	0	0
6730	OFFICE EQUIPMENT	0	1,000	1,000	1,000	1,000
6750	VEHICLE MAINTENANCE	3,304	3,000	2,300	1,100	1,100
6751	VEHICLE FUEL USAGE	0	0	0	300	300
6752	VEHICLE 3RD PARTY SVC	0	0	0	700	700
6760	BUILDING REPAIR & MAINT	2,299	2,000	2,000	2,000	2,000
6904	RENTS	878,410	916,300	927,800	946,400	965,000
6930	MEMBERSHIP & PUBLICATIONS	3,348	5,200	5,200	5,200	5,200
6940	OFFICIAL MEETINGS	4,143	2,800	2,800	2,800	2,800
6970	TRAINING	4,000	5,000	4,000	4,000	4,000
6971	TUITION REIMBURSEMENT	5,463	14,000	7,600	9,000	9,000
6987	DUES & ASSESSMENTS	12,752	14,800	14,800	14,800	14,800
6990	DEPRECIATION	1,653,076	0	0	0	0
6995	GENERAL FUND CHARGES	408,600	416,700	416,700	422,800	431,300
Total: OPERATING EXPENSES		3,386,747	1,787,100	1,790,500	1,861,800	1,889,600
SPECIAL PROGRAMS						
7990	PENSION LIB ACCRUAL	408,117	0	0	0	0

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
Total:	SPECIAL PROGRAMS	408,117		0	0	0
Total:		5,295,112	3,369,700	3,364,800	3,444,800	3,522,900
Fund/Division:	5207201					
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					2.23 %	

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 7204		WATER-MAIN & REPLACEMENT				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	585,398	599,400	604,500	610,800	618,300
4014	VACATION SELL BACK	6,656	9,000	9,000	9,000	9,000
4019	STAND BY PAY	9,537	10,000	10,000	10,000	10,000
4021	LONGEVITY PAY	11,549	12,200	12,300	12,200	12,200
4032	PART-TIME NON-PERS	2,619	10,000	10,000	13,300	13,300
4130	OVERTIME	23,107	25,000	25,000	25,000	25,000
4241	P.E.R.S	187,200	230,700	230,500	246,000	262,100
4242	NON-PERSABLE COMPENSATION	168	200	200	200	200
4244	MEDICAL/DENTAL INSURANCE	132,281	129,900	127,400	129,900	129,900
4245	LONG TERM DISABILITY	832	800	800	900	900
4247	LIFE INSURANCE	642	600	600	700	700
4250	FICA/HOSPITAL INSURANCE	9,586	9,500	10,000	9,800	9,900
4299	VACANCY RATE	0	-31,100	0	-30,300	-31,000
Total: SALARIES & WAGES		969,574	1,006,200	1,040,300	1,037,500	1,060,500
SUPPLIES						
5260	FIELDS	4,924	4,500	4,500	5,000	5,000
5280	UNIFORM	7,877	9,000	9,000	9,000	9,000
5410	TOOLS	5,048	5,000	5,000	5,000	5,000
Total: SUPPLIES		17,848	18,500	18,500	19,000	19,000
OPERATING EXPENSES						
6750	VEHICLE MAINTENANCE	110,416	110,000	112,000	55,200	55,200
6751	VEHICLE FUEL USAGE	0	0	0	22,900	24,800
6752	VEHICLE 3RD PARTY SVC	0	0	0	28,300	28,300
6760	BUILDING REPAIR & MAINT	501	500	500	500	500
6771	WAREHOUSE & SHOP	6,114	4,500	4,500	4,500	4,500
6995	GENERAL FUND CHARGES	232,000	241,000	241,000	244,500	249,400
Total: OPERATING EXPENSES		349,031	356,000	358,000	355,900	362,700
SPECIAL PROGRAMS						
7540	REPAIRS TO MAINS	35,016	40,000	38,000	38,000	38,000
7550	REPAIRS TO SERVICES	58,427	55,000	50,000	50,000	50,000
7560	REPAIRS TO HYDRANTS	8,318	12,000	17,000	17,000	17,000
Total: SPECIAL PROGRAMS		101,761	107,000	105,000	105,000	105,000
Total:		1,438,215	1,487,700	1,521,800	1,517,400	1,547,200
Fund/Division: 5207204						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						2.00 %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 7205		WATER-METER CUSTOMER SV				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	209,579	210,800	212,700	221,000	227,300
4014	VACATION SELL BACK	1,670	2,000	3,000	2,000	2,000
4019	STAND BY PAY	2,962	4,000	2,000	2,000	2,000
4021	LONGEVITY PAY	2,351	2,400	2,400	2,400	2,400
4130	OVERTIME	2,115	2,500	2,500	2,500	2,500
4241	P.E.R.S	63,210	78,900	79,500	86,600	93,900
4242	NON-PERSABLE COMPENSATION	164	200	200	200	200
4244	MEDICAL/DENTAL INSURANCE	46,626	47,100	46,500	47,100	47,100
4245	LONG TERM DISABILITY	305	300	300	300	300
4247	LIFE INSURANCE	286	300	300	300	300
4250	FICA/HOSPITAL INSURANCE	3,468	3,200	3,500	3,300	3,400
4299	VACANCY RATE	0	-10,500	0	-10,800	-11,200
Total: SALARIES & WAGES		332,734	341,200	352,900	356,900	370,200
SUPPLIES						
5410	TOOLS	1,000	1,000	1,000	1,000	1,000
Total: SUPPLIES		1,000	1,000	1,000	1,000	1,000
OPERATING EXPENSES						
6750	VEHICLE MAINTENANCE	22,114	19,000	19,000	9,900	9,900
6751	VEHICLE FUEL USAGE	0	0	0	6,300	7,000
6752	VEHICLE 3RD PARTY SVC	0	0	0	1,900	1,900
6771	WAREHOUSE & SHOP	442	500	500	500	500
6995	GENERAL FUND CHARGES	384,900	389,700	389,700	395,300	403,200
Total: OPERATING EXPENSES		407,456	409,200	409,200	413,900	422,500
SPECIAL PROGRAMS						
7510	REPAIRS TO METERS	35,851	12,000	14,000	30,500	30,500
7610	METER READING SUPPLIES	18,168	19,600	23,000	53,000	53,000
Total: SPECIAL PROGRAMS		54,019	31,600	37,000	83,500	83,500
Total:		795,209	783,000	800,100	855,300	877,200

Fund/Division: 5207205

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

9.23 %

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 7206		WATER-PRODUCTION/QUALITY				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	268,936	302,500	247,300	302,900	316,900
4014	VACATION SELL BACK	8,377	7,000	7,000	7,000	7,000
4019	STAND BY PAY	16,268	11,000	15,000	13,000	13,000
4021	LONGEVITY PAY	4,847	4,500	4,600	6,000	6,000
4130	OVERTIME	9,451	10,000	8,000	10,000	10,000
4241	P.E.R.S	82,062	114,200	94,800	120,800	133,000
4242	NON-PERSABLE COMPENSATION	164	200	200	200	200
4244	MEDICAL/DENTAL INSURANCE	42,287	60,900	45,400	60,900	60,900
4245	LONG TERM DISABILITY	329	400	300	400	400
4247	LIFE INSURANCE	301	300	300	400	400
4250	FICA/HOSPITAL INSURANCE	4,961	4,800	4,300	4,900	5,100
4299	VACANCY RATE	0	-15,500	0	-36,800	-15,700
Total: SALARIES & WAGES		437,982	500,300	427,200	489,700	537,200
SUPPLIES						
5260	FIELDS	513	200	200	200	200
5410	TOOLS	800	800	800	800	800
Total: SUPPLIES		1,313	1,000	1,000	1,000	1,000
OPERATING EXPENSES						
6210	TELEPHONE	6,651	8,800	6,100	6,200	6,300
6614	WATER	2,088	2,200	2,200	2,400	2,400
6750	VEHICLE MAINTENANCE	42,710	39,000	43,000	21,200	21,700
6751	VEHICLE FUEL USAGE	0	0	0	11,600	13,100
6752	VEHICLE 3RD PARTY SVC	0	0	0	6,700	6,900
6760	BUILDING REPAIR & MAINT	95,280	65,000	65,000	65,000	65,000
6771	WAREHOUSE & SHOP	6,114	5,000	6,000	6,000	6,000
6903	PERMITS FEES	6,025	6,700	6,700	6,700	6,700
6987	DUES & ASSESSMENTS	5,651,036	7,500,000	7,500,000	6,800,000	7,000,000
6995	GENERAL FUND CHARGES	252,900	262,800	262,800	266,600	271,900
Total: OPERATING EXPENSES		6,062,803	7,889,500	7,891,800	7,192,400	7,400,000
SPECIAL PROGRAMS						
7410	POWER PURCHASED	1,358,357	1,600,000	1,400,000	1,500,000	1,500,000
7420	PUMPING SUPPLIES	56,958	70,000	65,000	65,000	135,000
7425	WATER TESTING	68,496	35,000	35,000	40,000	40,000
7440	UNSCHEDULED REPAIR WELLS	94,770	135,000	135,000	135,000	135,000
7450	REPAIRS TO PUMP FACILITIE	16,075	26,000	26,000	26,000	26,000
7530	REPAIRS TO RESERVOIRS	5,000	5,000	5,000	5,000	5,000
Total: SPECIAL PROGRAMS		1,599,656	1,871,000	1,666,000	1,771,000	1,841,000
Total:		8,101,754	10,261,800	9,986,000	9,454,100	9,779,200
Fund/Division: 5207206		OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				
		(7.87) %				

Sewer System Service Fund

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance *	2,721,000	1,940,800	1,873,000
Estimated Revenue:			
Sewer System Charge	2,380,000	2,400,000	2,500,000
Industrial Waste Fee	40,000	40,000	40,000
Other Income	500	500	500
Interest Earnings	60,000	14,600	14,000
Total Revenues	2,480,500	2,455,100	2,554,500
Estimated Funds Available	5,201,500	4,395,900	4,427,500
Proposed Expenditures:			
Operating Costs	1,402,200	1,462,900	1,489,500
Capital Projects	1,779,300	1,060,000	831,000
Equipment Purchases	79,200	0	19,300
Total Expenditures	3,260,700	2,522,900	2,339,800
Ending Fund Balance	1,940,800	1,873,000	2,087,700

Purpose of Funds:

The Sewer System Service Fund accounts for all monies collected by the City in accordance with Ordinance 1640, which levies a service charge on all residential and commercial properties that have a sewer connection. The ordinance provides that the revenues be used for the acquisition, construction, maintenance, and division of sewer facilities within the City, and that they not be used for the acquisition of new local street sewers or laterals as distinguished from trunk, inceptor, and outfall sewers.

* Capital Assets are not included in fund balance.

SEWER FUND*No. of Employees Full
Time Equivalent*

Associate Civil Engineer	0.40
Deputy Public Works Director	0.15
Environmental Services Manager	0.10
Equipment Operator	2.00
Maintenance Worker	1.00
Public Works Services Director	0.15
Senior Engineering Assistant	1.00
Senior Management Analyst	0.75
Senior Public Works Inspector	0.30
Storekeeper/Buyer	0.10
Street Superintendent	0.30
Utilities Crew Supervisor	1.00
TOTAL	7.25

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 3306		SEWER MAINTENANCE				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	561,918	572,300	576,600	579,800	585,600
4013	VACATION PAY OFF	11,696	1,000	1,000	1,000	1,000
4014	VACATION SELL BACK	7,882	9,000	8,000	8,000	8,000
4015	ALLOWANCES	256	200	300	300	300
4019	STAND BY PAY	317	0	0	0	0
4021	LONGEVITY PAY	9,234	8,100	8,100	9,200	9,200
4032	PART-TIME NON-PERS	2,071	7,500	7,500	13,300	13,300
4130	OVERTIME	3,553	2,000	2,500	2,000	2,000
4241	P.E.R.S.	182,787	217,400	218,700	231,100	245,700
4242	NON-PERSABLE COMPENSATION	848	900	900	900	900
4244	MEDICAL/DENTAL INSURANCE	102,341	104,500	103,100	104,500	104,500
4245	LONG TERM DISABILITY	658	600	600	700	700
4247	LIFE INSURANCE	859	900	800	900	900
4248	RETIREE MEDICAL	7,556	8,500	7,300	7,700	7,900
4250	FICA/HOSPITAL INSURANCE	9,433	8,600	9,300	8,800	8,900
Total: SALARIES & WAGES		901,410	941,500	944,700	968,200	988,900
SUPPLIES						
5110	OFFICE SUPPLIES	0	0	0	700	700
5125	PRINT SHOP	4,456	5,000	5,000	5,000	5,000
5260	FIELDS	5,962	6,000	6,000	6,000	6,000
5280	UNIFORM	1,378	2,000	2,000	2,000	2,000
5410	TOOLS	647	500	500	500	500
Total: SUPPLIES		12,443	13,500	13,500	14,200	14,200
OPERATING EXPENSES						
6160	CONTRACT SERVICES	88,167	75,300	75,300	105,700	105,700
6505	GENERAL LIABILITY	18,400	18,600	18,600	19,500	19,600
6507	WORKERS' COMPENSATION	23,600	25,800	25,800	25,800	25,800
6614	WATER	217	200	200	200	200
6750	VEHICLE MAINTENANCE	61,509	65,000	62,300	32,000	32,000
6751	VEHICLE FUEL USAGE	0	0	0	23,300	24,100
6752	VEHICLE 3RD PARTY SVC	0	0	0	7,300	7,300
6902	DISPOSAL CHARGES	1,627	2,500	2,000	2,000	2,000
6903	PERMITS FEES	11,000	11,000	11,000	11,000	11,000
6970	TRAINING	2,000	2,400	2,400	2,400	2,400
6990	DEPRECIATION	215,926	0	0	0	0
6995	GENERAL FUND CHARGES	242,300	246,400	246,400	251,300	256,300
Total: OPERATING EXPENSES		664,746	447,200	444,000	480,500	486,400
SPECIAL PROGRAMS						
7990	PENSION LIB ACCRUAL	94,682	0	0	0	0
Total: SPECIAL PROGRAMS		94,682	0	0	0	0
Total:		1,673,280	1,402,200	1,402,200	1,462,900	1,489,500
Fund/Division: 5213306						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						4.33 %

Arcadia Par 3 Golf Course

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	(220,700)	(192,200)	(80,400)
Estimated Revenue:			
Course Operations	737,100	849,600	999,600
Total Revenues	<u>737,100</u>	<u>849,600</u>	<u>999,600</u>
Estimated Funds Available	516,400	657,400	919,200
Proposed Expenditures:			
Operating Expenses	708,600	737,800	860,300
Total Expenditures	<u>708,600</u>	<u>737,800</u>	<u>860,300</u>
Ending Fund Balance	(192,200)	(80,400)	58,900

Purpose of Funds:

The Arcadia Par 3 Golf Course Fund is an enterprise fund established to account for the operations of the par 3 golf course owned by the City of Arcadia.

Equipment Replacement Fund

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	7,611,300	5,474,300	6,432,100
Estimated Revenue:			
Transfer from General Fund	750,000	1,600,000	1,800,000
Sale of property	5,000	10,000	10,000
Grants	0	0	0
Interest Earnings	96,400	41,100	48,200
Total Revenues	851,400	1,651,100	1,858,200
Estimated Funds Available	8,462,700	7,125,400	8,290,300
Proposed Expenditures:			
General Fund Charges	23,800	31,600	32,200
Equipment Purchases	2,964,600	661,700	3,143,900
Total Expenditures	2,988,400	693,300	3,176,100
Ending Fund Balance	5,474,300	6,432,100	5,114,200

Purpose of Funds:

The Equipment Replacement Fund was established to provide for the timely replacement of major capital equipment items, including vehicles, computer hardware, copiers, recreation and safety field equipment, etc. The equipment for Enterprise Funds, like Water and Sewer, is charged and paid by the respective funds.

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION:	EQUIPMENT REPLACEMENT					
OPERATING EXPENSES						
6995	GENERAL FUND CHARGES	32,400	23,800	23,800	31,600	32,200
Total: OPERATING EXPENSES		32,400	23,800	23,800	31,600	32,200
NOTE PRINCIPAL						
7804	NOTE PRINCIPAL	58,028	0	0	0	0
Total: NOTE PRINCIPAL		58,028	0	0	0	0
TOTAL EMPLOYEE SERVICES:		90,428	23,800	23,800	31,600	32,200
Total:		90,428	23,800	23,800	31,600	32,200
Fund/Division:	OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					
						32.77 %

Redevelopment Successor Agency

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance *	0	0	0
Estimated Revenue:			
Rent	62,500	0	0
Interest	0	0	0
LA County Funding	2,723,300	2,703,700	2,707,300
Total Revenues	2,785,800	2,703,700	2,707,300
Estimated Funds Available	2,785,800	2,703,700	2,707,300
Proposed Expenditures:			
Operating Expenses	137,200	54,700	55,600
Principal	1,720,000	1,815,000	1,920,000
Interest	928,600	834,000	731,700
Total Expenditures	2,785,800	2,703,700	2,707,300
Ending Fund Balance	0	0	0

Purpose of Funds :

As part of the elimination of Redevelopment, the Arcadia City Council chose to be the Successor Agency to the Arcadia Redevelopment Agency. Along with the Oversight Board, the Successor Agency oversees the winding down of Redevelopment. This Budget covers the expenses of the winding down and existing obligations, such as Bond payments

SUCCESSOR AGENCY OF RDA

*No. of Employees Full
Time Equivalent*

Senior Management Analyst 0.10

TOTAL 0.10

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION: 4901		SUCCESSOR REDEVELOPMENT				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	40,907	42,100	42,500	10,500	10,500
4014	VACATION SELL BACK	658	1,400	1,400	400	400
4015	ALLOWANCES	527	500	500	0	0
4021	LONGEVITY PAY	564	600	600	200	200
4241	P.E.R.S	13,919	16,400	16,600	4,300	4,500
4242	NON-PERSABLE COMPENSATION	172	200	200	100	100
4244	MEDICAL/DENTAL INSURANCE	5,709	5,800	5,700	1,700	1,700
4245	LONG TERM DISABILITY	32	0	0	0	0
4247	LIFE INSURANCE	106	100	100	0	0
4250	FICA/HOSPITAL INSURANCE	646	600	700	200	200
Total: SALARIES & WAGES		63,241	67,700	68,300	17,400	17,600
SUPPLIES						
5110	OFFICE SUPPLIES	1	100	0	0	0
Total: SUPPLIES		1	100	0	0	0
OPERATING EXPENSES						
6140	LEGAL	6,151	20,000	0	0	0
6160	CONTRACT SERVICES	154,081	23,600	23,600	5,500	5,500
6505	GENERAL LIABILITY	4,200	4,200	4,200	1,100	1,100
6507	WORKERS' COMPENSATION	2,800	3,100	3,100	800	800
6611	ELECTRIC	299	400	200	200	200
6910	AUDIT	5,229	5,800	5,400	6,000	6,000
6995	GENERAL FUND CHARGES	31,900	30,400	30,400	23,700	24,400
Total: OPERATING EXPENSES		204,659	87,500	66,900	37,300	38,000
SPECIAL PROGRAMS						
7803	NOTE INTEREST	1,016,588	928,600	928,600	834,000	731,700
Total: SPECIAL PROGRAMS		1,016,588	928,600	928,600	834,000	731,700
NOTE PRINCIPAL						
7804	NOTE PRINCIPAL	1,640,000	1,720,000	1,720,000	1,815,000	1,920,000
Total: NOTE PRINCIPAL		1,640,000	1,720,000	1,720,000	1,815,000	1,920,000
GENERAL PROPERTY						
7915	GENERAL PROPERTY	2,000	2,000	2,000	0	0
Total: GENERAL PROPERTY		2,000	2,000	2,000	0	0
TOTAL EMPLOYEE SERVICES:		2,926,488	2,805,900	2,785,800	2,703,700	2,707,300
Total:		2,926,488	2,805,900	2,785,800	2,703,700	2,707,300
Fund/Division: 7254901		OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				
		(3.64) %				

General Obligation Bond 2012

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	363,500	363,500	363,500
Estimated Revenue:			
Current Assessments	416,750	419,950	422,350
Interests	150	150	150
Total Revenues	<u>416,900</u>	<u>420,100</u>	<u>422,500</u>
 Estimated Funds Available	 780,400	 783,600	 786,000
Proposed Expenditures:			
Operating Expenses	2,300	2,300	2,300
Principal	290,000	305,000	320,000
Interest	124,600	112,800	100,200
Total Expenditures	<u>416,900</u>	<u>420,100</u>	<u>422,500</u>
 Ending Fund Balance	 <u>363,500</u>	 <u>363,500</u>	 <u>363,500</u>

Purpose of Funds :

The General Obligation Debt Service Fund is used to facilitate the payment of principal and interest on General Obligation Debt Service issue Series 2012.

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED
DIVISION:		DEBT SVC GO BONDS 2012				
OPERATING EXPENSES						
6160	CONTRACT SERVICES	624	1,300	1,300	1,300	1,300
6995	GENERAL FUND CHARGES	1,100	1,000	1,000	1,000	1,000
Total: OPERATING EXPENSES		1,724	2,300	2,300	2,300	2,300
SPECIAL PROGRAMS						
7803	NOTE INTEREST	136,025	124,600	124,600	112,800	100,200
Total: SPECIAL PROGRAMS		136,025	124,600	124,600	112,800	100,200
NOTE PRINCIPAL						
7804	NOTE PRINCIPAL	280,000	290,000	290,000	305,000	320,000
Total: NOTE PRINCIPAL		280,000	290,000	290,000	305,000	320,000
TOTAL EMPLOYEE SERVICES:		417,749	416,900	416,900	420,100	422,500
Total:		417,749	416,900	416,900	420,100	422,500
Fund/Division: OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						0.77 %

General Obligation Bond 2011

	19-20 Estimate	20-21 Budget	21-22 Budget
Beginning Fund Balance	485,500	486,350	486,350
<hr/>			
Estimated Revenue:			
Current Assessments	594,900	596,450	592,450
Interest Income	150	150	150
Total Revenues	<hr/> 595,050	596,600	592,600
<hr/>			
Estimated Funds Available	1,080,550	1,082,950	1,078,950
<hr/>			
Proposed Expenditures:			
Operating Expenses	2,600	2,600	2,600
Principal	350,000	370,000	385,000
Interest	241,600	224,000	205,000
Total Expenditures	<hr/> 594,200	596,600	592,600
<hr/>			
Ending Fund Balance	486,350	486,350	486,350
<hr/>			

Purpose of Funds :

The General Obligation Debt Service Fund is used to facilitate the payment of principal and interest on General Obligation Debt Service issue Series 2011.

ACCOUNT	TITLE	2018-19 ACTUAL	2019-20 ADJUSTED BUDGET	2019-20 PROJECTED	2020-21 PROPOSED	2021-22 PROPOSED					
DIVISION:		GEN OBLIGATION BOND 2011									
OPERATING EXPENSES											
6160	CONTRACT SERVICES	1,707	1,300	1,300	1,300	1,300					
6995	GENERAL FUND CHARGES	1,400	1,300	1,300	1,300	1,300					
Total: OPERATING EXPENSES		3,107	2,600	2,600	2,600	2,600					
SPECIAL PROGRAMS											
7803	NOTE INTEREST	258,745	241,600	241,600	224,000	205,000					
Total: SPECIAL PROGRAMS		258,745	241,600	241,600	224,000	205,000					
NOTE PRINCIPAL											
7804	NOTE PRINCIPAL	335,000	350,000	350,000	370,000	385,000					
Total: NOTE PRINCIPAL		335,000	350,000	350,000	370,000	385,000					
TOTAL EMPLOYEE SERVICES:		596,852	594,200	594,200	596,600	592,600					
Total:		596,852	594,200	594,200	596,600	592,600					
Fund/Division: OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						0.40 %					



CITY OF
ARCADIA