

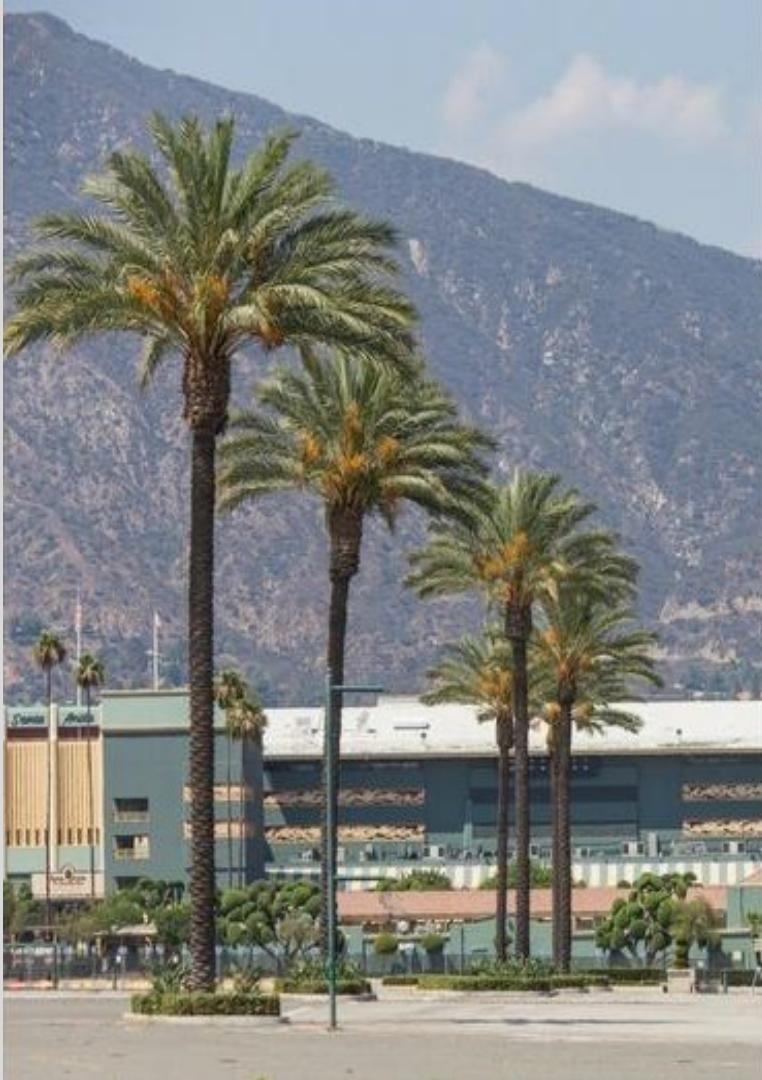


## OPERATING BUDGET

CITY OF **ARCADIA**



**FISCAL YEARS 2021-23**





# CITY OF ARCADIA

## ELECTED POSITIONS AND ADMINISTRATION PERSONNEL

JULY 1, 2021

### ELECTED POSITIONS CITY COUNCIL MEMBERS

TERM EXPIRES

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

### CITY CLERK

GENE GLASCO	2024
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### ADMINISTRATIVE PERSONNEL CITY OFFICIALS

DOMINIC LAZZARETTO	CITY MANAGER
STEPHEN P. DEITSCH	CITY ATTORNEY
DARLENE BRADLEY	LIBRARY AND MUSEUM SERVICES DIRECTOR
JASON KRUCKEBERG	ASST. CITY MANAGER /DEVELOPMENT SERVICES DIRECTOR
ROY NAKAMURA	POLICE CHIEF
HUE C. QUACH	ADMINISTRATIVE SERVICES DIRECTOR
SARA SOMOGYI	RECREATION AND COMMUNITY SERVICES DIRECTOR
BARRY SPRIGGS	FIRE CHIEF
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 2021-2023 OPERATING BUDGET**

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# MEMORANDUM

Office of the City Manager

**DATE:** July 1, 2021

**TO:** Honorable Mayor and City Council

**FROM:** Dominic Lazzaretto, City Manager

**SUBJECT:** Fiscal Year 2021-22 Budget

This year's budget process included one Budget Study Session with the City Council on May 17, 2021. 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 \$126.2 million in expenditures, of which the General Fund's budget is \$68.5 million (including Transfers Out noted below).

The proposed FY 2021-22 General Fund Operating Budget anticipates Total Operating Revenues of \$75.5 million and Expenditures of \$74.3 million, which are comprised of Operating Expenses of \$68.5 million and the annual debt service payment of \$5.9 million for the recently-issued Pension Obligation Bonds in November 2020. Collectively, the net of revenue to expenditures is projected to provide a surplus of \$1.1 million at the end of the Fiscal Year.

Through an enduring and resilient economy, fiscal restraint, and strong management techniques, the City has been able to weather through the COVID-19 pandemic that commenced in March 2020. The prior year's budget was a conservatively proposed budget framework that carried the City through multiple waves of shutdowns and uncertainties associated with the pandemic. Departments have been able to find ways of keeping critical services intact by adapting through a tough economic environment and remaining focused on delivering those things most valued by residents and business customers in new and inventive ways. The City also did everything in its powers to reduce impacts on residents during the tight economy, such as not charging for overnight parking or levying fines at the Library to providing grants to local businesses in order to keep them operating and ready to recover when the economy fully re-opened. The proposed FY 2021-22 Operating Budget suggests a brighter and more optimistic year ahead.

After total revenue and expenditures are considered, the ending Operating General Fund Balance, as proposed, will reflect a balanced budget with an expected surplus of \$1.1 million, increasing the Operating Fund Balance to \$8,427,400. The projected General Fund Operating Fund Balance would maintain a certain balance to provide cash flow

needs of daily operations during the Fiscal Year; however, it is also suitable to make a transfer to the Emergency Reserve Fund balance to bring it to the 20% goal level established in the City's Financial Policies. Currently, it has a balance of \$10.1 million. The Emergency Reserve Fund is suggested to hold a sum equaling 20% of the annual operating expenditure, which would be equivalent to \$14.0 million based on the current proposed FY 2021-22 Operating Budget. Currently, all combined unrestricted fund balances: General Fund Operating, Emergency Reserve, Capital Improvement, and Equipment Replacement totals approximately \$38.8 million.

The General Fund Operating budget is summarized in the table below:

	<b>FY 21-22 Budget</b>
<b>Beginning Fund Balance:</b>	<b>\$ 7,301,000</b>
Total Revenues	75,450,600
Total Expenditures	(69,314,200)
<b>Subtotal:</b>	<b>6,136,400</b>
Total Fund Transfers	(5,010,000)
<b>Net Surplus / (Deficit):</b>	<b>\$1,126,400</b>
<b>Ending Fund Balance:</b>	<b>\$ 8,427,400</b>

The proposed Budget transfer of funds are itemized as follows:

• Lighting District	\$ 700,000
• Local Law Enforcement	\$ 110,000
• Capital Improvement Fund	\$1,800,000
• Equipment Replacement Fund	<u>\$2,400,000</u>
	<b>Total: \$5,010,000</b>

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 Capital Improvement Fund provides most of the funding for essential maintenance such as pavement rehabilitation, building repairs, and parks maintenance. Some of the key projects in the coming Fiscal Year budgeted in the Capital Improvement Fund are the Wilderness Park mudslide prevention, pavement rehabilitation program, and the Arcadia Unified School District Track Replacement. Total proposed projects funded by the Capital Improvement Fund will be \$3.4 million. Citywide, the combined capital projects for all funds has been budgeted at \$15.4 million.

In the Equipment Replacement Fund, this year's transfer has been set at \$1.8 million, up from a previous annual amount of \$1.6 million. Using the 10-year history of actual expenditures and rising prices everywhere, it is recommended that the \$1.8 million become the annual target for transfers into this fund in order to ensure it remains sustainable over time. The Equipment Replacement Fund provides funding for essential equipment such as computers, vehicles, and major office equipment. Total proposed asset replacement costs funded by the Equipment Replacement Fund will be \$2.8 million. Some of the upcoming year's proposed items were deferred from the prior year due to financial uncertainties relating to the pandemic. One significant item proposed for FY 2021-22 is the replacement of the Fire Department's pumper truck. The truck's all-inclusive cost has been budgeted at approximately \$1.1 million.

Added to the City's overall Operating Budget this year are new programs totaling \$185,500 proposed in the General Fund. These new programs and expenditures are anticipated from various departments to respond to emerging operational needs or to further improve services. The largest of these requests are for updating the City's Business License Code and the Safety Element of the General Plan, both of which will ensure that the community keeps up with emerging best practices.

Additionally, in order to adhere to the City's adopted pension strategy, the proposed FY 2021-22 budget includes a line item for advance payment of long-term liabilities, such as the Unfunded Accrual Liabilities ("UAL") of CalPERS. A line item of \$500,000 has been budgeted for the advance discretionary prepayment to CalPERS. This follows and continues Council's directions to further reduce pension debt via accelerated payments to CalPERS with the goal of generating substantial long-term savings.

## **DISCUSSION**

At the start of the current year's budget process in mid-February, the general mood for the upcoming Fiscal Year's financial position was generally optimistic. Specifically, reports of cases and deaths due to COVID-19 were down significantly along with vaccines becoming available, making their way first to essential workforces and at-risk populations, then to the general public. The overall temperament was that the greatest uncertainties of the pandemic were likely behind us. That positive outlook has been fortified as each month passes. With conservative projections on the economy recovering to full strength in the next two years and limiting the expansion of services, the City is in a good position to provide a small budget surplus at the end of the Fiscal Year.

It is in this context that the proposed FY 2021-22 budget has been developed. The expectation is that receipts of taxes, fees, and others revenue sources will be better than the current Fiscal Year and will fully recover in the following year. One key element from the revenue trajectory is Measure A, a 0.75% Transaction and Use Tax (Sales Tax) that was passed overwhelming by Arcadia voters in June 2019. This new revenue stream has significantly buoyed the City's budget even before it has reached its full tax generation capacity. In FY 2020-21, the tax was significantly limited by the pandemic, as it was dependent on high-end retail and various other commerce activities that were most

affected by the downturn. With a brighter economic outlook, it is expected that Measure A will generate about \$7.6 million into the General Fund annually.

Summarized in the table below is the General Fund Operating Budget for: FY 2020-21 Year Ending Estimates, FY 2021-22 Proposed Budget for Adoption, and a FY 2022-23 Preliminary Budget Outlook. Please note that FY 2022-23 is not proposed for adoption as the City adopts its Operating Budget annually.

### GENERAL FUND

	FY 20-21 Estimates	FY 21-22 Budget	FY 22-23 Budget
Beginning Fund Balance	\$ 7,198,300	\$ 7,301,000	\$ 8,427,400
Estimated Revenues	\$ 62,624,200	\$ 70,728,000	\$ 73,414,800
Transfers In	2,630,000	4,722,600	3,221,700
Expenses & Uses	<u>(61,951,500)</u>	<u>(70,124,200)</u>	<u>(69,987,100)</u>
Revenue over Expenses	\$ 3,302,700	\$ 5,326,400	\$ 6,649,400
Transfer to Equipment Replacement Fund	(1,600,000)	(1,800,000)	(1,800,000)
Transfer to Capital Improvement Fund	<u>(1,600,000)</u>	<u>(2,400,000)</u>	<u>(2,400,000)</u>
Subtotal Operating Balance	102,700	1,126,400	2,449,400
<b>Ending Fund Balance</b>	<b>\$ 7,301,000</b>	<b>\$ 8,427,400</b>	<b>\$ 10,876,800</b>

As shown in the table above, the City's General Fund Operating Ending Fund Balance will increase to \$8.4 million because of a projected surplus of \$1.1 million. A portion of the Operating Fund Balance will be transferred into the City's Emergency Reserve to help it reach its recommended level equivalent to 20% of annual operating expenditures. Currently, that Emergency Reserve is at \$10.1 million. Given the annual operating expenditures proposed in the budget, \$14.0 million should be held in the City's Emergency Reserve Fund; therefore, a transfer of \$3.9 million is expected from the Operating Fund Balance at the conclusion of the Fiscal Year. Inclusive of other designated fund balances, such as the Self Insurance Medical Fund, Capital Improvement and Equipment Replacement Fund, the City's Reserve balances total \$38.8 million as of this writing.

## FY 2021-22 Proposed Revenues

	FY 20-21 Estimates	FY 21-22 Budget	Changes	
			\$	%
Taxes	\$ 42,572,300	\$ 48,760,500	\$ 6,188,200	12.69%
License & Permits	4,312,800	5,110,500	797,700	15.61%
Fines & Penalties	134,000	415,500	281,500	67.75%
Use Money & Property	1,630,000	1,394,600	(235,400)	-16.88%
Revenue from Other Agencies	8,920,100	8,306,700	(613,400)	-7.38%
Charge Current Services	2,705,700	3,371,400	665,700	19.75%
Library	19,500	87,500	68,000	77.71%
Recreation	184,400	1,088,800	904,400	83.06%
Other Revenue	2,145,800	2,192,500	46,700	2.13%
<b>Total Revenue</b>	<b>\$62,624,600</b>	<b>\$70,728,000</b>	<b>\$8,103,400</b>	<b>11.46%</b>

For FY 2021-22, total General Fund revenues are expected to increase 11.5% when compared to FY 2020-21 Year End Estimates. 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 2020-21 YE Estimates</i>	<i>FY 2021-22 Proposed Budget</i>	<i>Difference</i>	<i>% Change</i>
Property Tax	\$ 17,208,100	\$ 17,896,500	\$ 688,400	4.00%
Sales Tax	\$ 14,871,000	\$ 18,796,700	\$ 3,925,700	26.40%
Transient Occupancy Tax	\$ 1,892,000	\$ 2,875,700	\$ 965,700	51.04%
Utility Users' Tax	\$ 6,690,400	\$ 7,251,100	\$ 560,700	8.38%
Motor Vehicle License Fees	\$ 8,063,700	\$ 8,246,700	\$ 183,000	2.27%

Property Tax: The City expects to continue to see growth in home valuation, a benefit that can be credited to Arcadia being a desirable community and the current low interest rate environment. Home sales and development activities for high market value areas, such as Arcadia, have leveled off in comparison to recent years. However, home sales prices are forecasted to reflect higher price points in California due scarcity of supply at all price points. Arcadia is expected to be at or above the historical valuation trends in Los Angeles County. A 4.0% growth projection is budgeted and could be considered as a moderate growth value when considering that Arcadia has grown at over 5% annually in the past decade. Due to uncertainties associated with the pandemic, a cautious projection is used to give some latitude to respond should the budget reflect a downward trend during the year. The City expects see a continued growth in Property Tax receipts in the range of 4.0%, or nearly \$413,800, for FY 2021-22.

Sales and Transaction Use Tax: As news of a recovering economy continues to be positive, both in the matter of economics and medical advances, Sales Tax revenue is expected to see significant increases when comparing to the prior year's estimated ending figure. This would occur for two key reasons. One, from the improved situation related to the pandemic wherein restrictions on social gatherings are lifted which allows for public gatherings or having less restrictive rules that would allow for re-opening of various trades and businesses to take place. The most significant of these would be re-opening of the Westfield Mall and Santa Anita Park, both of which were closed to traffic for significant portions of the past calendar year. Secondly, since the passage of Measure A in 2019 (0.75% Transaction and Use Tax), FY 2021-22 will be the first full year of collection at a normalized economy.

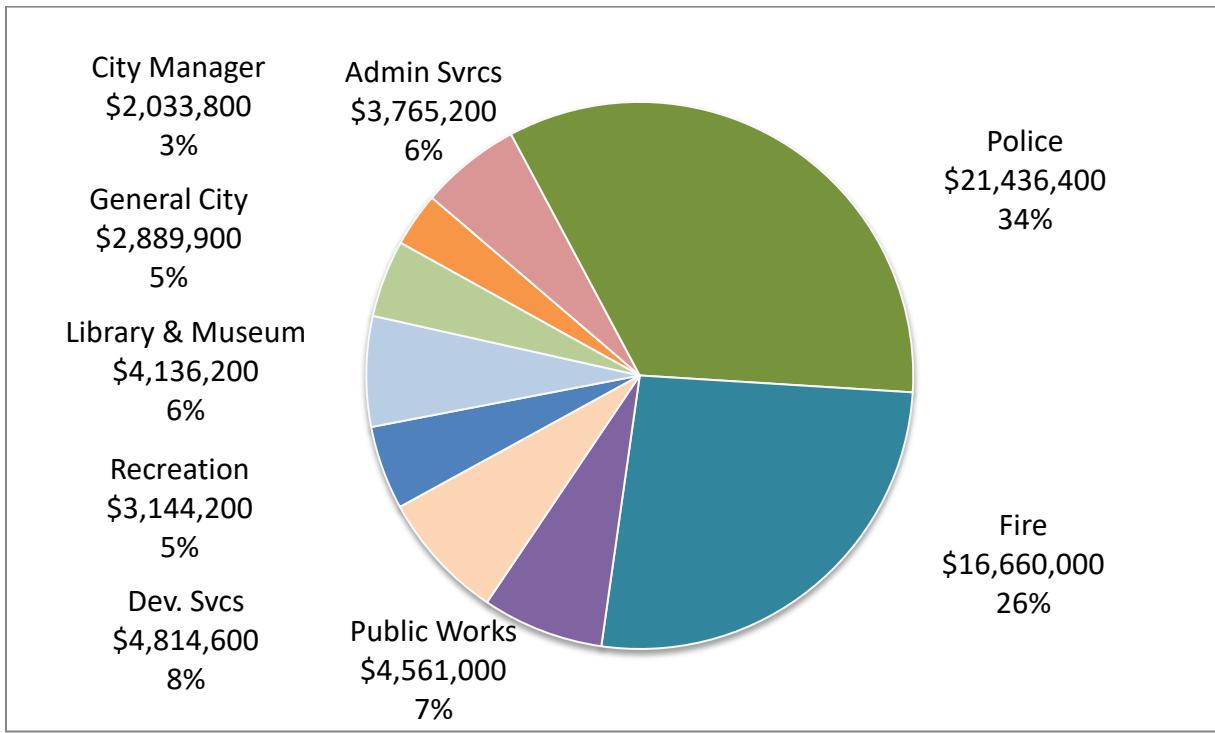
Sales and Transaction Use Tax in total is projected to come in at \$18.8 million, a 26.4% increase versus the prior Fiscal Year. Even though this would be considerable growth in both percentage and dollars, the projection remains below FY 2019-20 receipts since full economic recovery is not expected until FY 2022-23.

Transient Occupancy Tax ("TOT"): The pandemic's impact on the economy was sudden and led to closure of all types of business where gathering may take place. The travel and tourism industries were especially hard-hit last year. The projection for this category in FY 2021-22 is for a 51.0% increase when compared to the prior year, representing expected revenue of \$2.8 million versus the prior year's ending estimate of \$1.9 million. The estimate of \$2.8 million in TOT revenues has been proposed for FY 2021-22 to include the opening of the Le Meridian hotel in June 2021. Although the year to year comparison can seem optimistic by increasing the revenue by 51.0%, it should be said as a reminder that TOT revenue was reduced by more than 43% when comparing last year to pre-pandemic years. Given the entrance of a new luxury hotel and the recovery of the economy expected, the overall dollar figure projected remains conservative.

Utility Users' Tax: Utility Users' Tax ("UUT") is projected to generate \$7.3 million, or an 8.4% increase when compared to FY 2020-21 Year Ending Estimate. While water conservation is expected to continue, water rates will increase accordingly because of rising imported water costs, the need to add treatment, and repairs of City wells. Additionally, demand seems to be higher as more people are working remotely from home. Fundamentally, the demand of water, electricity, and gas is expected to increase, and bills are expected to rise with natural inflationary factors, which directly affects UUT revenues. However, this will be slightly offset by a continued reduction in the telephone UUT as landline telephones become less favored. Not factored into these figures is the result of a recent lawsuit cities, including Arcadia, won over the amount of UUT collected and remitted by Southern California Edison. The Courts found that SCE was under reporting the amount owed; going forward, it is expected that a slight increase will be experienced now that SCE can be expected to forward the proper amount of UUT. That increase is not yet able to be reliably projected, thus its impact has not been included in the budget, but it is expected to be a minor increase overall.

**Motor Vehicle License Fees (“VLF”):** This tax is projected to increase by 2.27%, to \$8.2 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 2021-22 Proposed Expenses**



Total operating expenditures for FY 2020-21 have been proposed at \$74.3 million, an increase of 9.2% versus FY 2020-22 Budget of \$68.0 million. However, the year to year comparison does not account for the cuts and reductions that were implemented in the prior year's Operating Budget due to the pandemic. Additionally, there were numerous projects that were deferred from the Capital Improvement and Equipment Replacement Funds that are now presented in the FY 2021-22 Proposed Budget. When accounting for programs that were placed on hold and other cuts made to respond to the pandemic, the growth in expenditures are very minimal. Most significantly, for the first time in many years, pension costs are reduced in many areas thanks to the pension obligation bonds that have been issued and other pension strategies that have been implemented by the City Council in recent years.

While some new services have been added to meet community demands and some natural inflationary increases have been included, staff has carefully controlled costs in most areas so that the increases are negligible and have no material effects to the overall operating expenditures.

## **Proposed New Programs**

New programs and expenditures are anticipated from various departments to respond to emerging operational needs, as well as to respond to direction received at the City Council Study Session and City Council meetings. New programs proposed for the FY 2021-22 total \$185,500. These programs include the following:

**Fire Department Annual Wellness Program (\$15,000 / 2<sup>nd</sup> year cost):** To provide wellness services for 58 full-time Arcadia Fire Department personnel to maintain high level of performance in response to a growing trend of post-employment suicides and other mental health concerns in the fire services industry. This would include conducting annual physicals/health screenings (including best practices for cancer prevention), counseling services, peer support training, and developing a formal physical fitness program. By creating a formal program, the Fire Department will have access to a program that could significantly minimize or prevent the impact(s) of potentially harmful physical and/or behavioral issues.

**Fire Service Impact Fee Study (\$15,000):** To establish a fire service impact fee for cost recovery to fund future equipment and vehicle replacement costs for the Arcadia Fire Department. This fee would apply to new construction. As new commercial, multifamily and mixed-use construction projects are added to our built-out community, the population and density of Arcadia will consequently increase and so would the call volume. The increase in call volume and related services will also place a need for various fire apparatus and equipment. The impact fee will provide funding for the replacement of future vehicles and equipment and ensure that new developments pay their fair share of these costs.

**Development Services Business License Code Update (\$40,000):** Over the years, the Business License Code has been amended in a piecemeal fashion and does not align with many of the changes that occurred recently in the Development Code Update. With this Update a significant effort will be placed into streamlining and standardizing the City's administrative review procedures, with a focus on being business friendly.

**Development Services Safety Element Update (\$50,000):** Existing law requires that California cities revise the General Plan Safety Element or Local Hazard Mitigation Plan ("LHMP") upon each revision of the Housing Element, not less than once every eight (8) years. Recent legislation requires that the Safety Element be reviewed and updated to include climate adaptation and resiliency strategies applicable to the City (Senate Bill 379), identify any residential developments in hazard areas without at least two evacuation routes (Senate Bill 99), and identify and address the capacity, safety, and viability of evacuation routes under a range of emergency scenarios (Assembly Bill 747). These items must be incorporated by January 1, 2022. This project would ensure that these and other new laws are adhered to and the City's Safety Element remains up to modern standards.

**Library & Museum Aspen Discovery Integration System for the Library Catalog (\$15,500 / Donation):** Using gift/donation money, the Library purchased Aspen Discovery for the Library's Catalog, making searching for a variety of content available in one place. The Aspen Discovery integration system allows patrons to search the Library catalog and find eContent and other third-party providers that otherwise require separate searching through each individual platform. The initial cost of \$15,500 was paid through gifts/donations to the Library but there is an ongoing, annual cost of \$7,500 going forward.

**Homeless Program Outreach (\$65,000):** At the June 1, 2021, City Council Meeting, the City Council directed the City Manager to engage in a coordinated public outreach campaign to educate the public on the issue of homelessness, including hosting one or more community forums on homelessness no more than 120 days from approval. Staff from various City departments have met to discuss the public outreach campaign and event to determine a timeline, resource needs, and deliverables to achieve the City Council's goals. Staff estimates that it will cost approximately \$65,000 to conduct the outreach program the City Council has requested, which would include a special edition newsletter, limited part-time intern staffing, social media updates, website updates, and at least two community forums in multiple languages at offsite locations that may require rental fees and equipment. All efforts will be made to provide all written information in two languages (English, Simplified Chinese) and this proposal includes funding for in-person, simultaneous translation as well as translation of documents. This amount was not included in the original budget drafts distributed in May.

### **Capital Improvement and Equipment Replacement Funds**

Over the past several years, the City 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 reach dangerously low levels. The FY 2021-22 Budget proposes a transfer of \$4.2 million from the General Fund, \$2.4 million to Capital Improvement and \$1.8 million to Equipment Replacement to establish a sustaining fund balance for future years purchases and projects.

The FY 2021-22 Capital Improvement Plan proposes 28 projects totaling \$15.1 million in expenditures, of which \$3.1 million 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. This year's list of project includes items that were deferred, about \$1.2 million, from the prior year due to COVID. The table below summarizes some of the major proposed projects planned for the year.

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### FY 2021-22 MAJOR CAPITAL IMPROVEMENT PROJECTS

<b>Project Description</b>	<b>Project Budget</b>	<b>Funding Source</b>
<b>Annual Slurry Seal Program</b>	\$700,000	Capital Improvement
<b>Advanced Metering Infrastructure (AMI)/ Meter Replacement Program</b>	\$800,000	Water Fund
<b>New Storm Drain Improvement Project</b>	\$500,000	Water & City of Sierra Madre - \$250K
<b>Newcastle Park Improvement Project – Design Build</b>	\$3,751,000	Park & Recreation Facilities Fund
<b>Pavement Rehabilitation Program</b>	\$2,100,000	Capital Improvement & RMRP (SB1) - \$1.1Mil
<b>Sewer Main Replacement Program</b>	\$1,200,000	Sewer Fund
<b>Wilderness Park Mudslide Restoration</b>	\$300,000	Capital Improvement
<b>Downtown Alley Improvements</b>	\$1,600,000	Measure M
<b>Arterial Pavement Rehabilitation: First Avenue &amp; Santa Clara</b>	\$800,000	Proposition C Fund
<b>Arcadia High School Track Replacement (Final Payment)</b>	\$647,000	Capital Improvement

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The Equipment Fund was originally estimated to require an annual transfer of \$1.8 million on average from the General Fund to ensure sustainability. However, looking at the past 10 years of expenditures and the ongoing increase in equipment costs – most specifically in the areas of technology and vehicle costs – it is anticipated that \$2.4 million would now be the appropriate number to deposit annually in future year budgets. 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 of scheduled replacements were deferred in the prior year due to the pandemic. The most significant of those deferrals included the purchase of a pumper truck in the Fire Department.

In terms of new proposals, the Police Department is requesting the addition of body worn cameras for officers to use in the field. This is in response to growing concerns nationwide over the interactions between officers and the public and the City quickly becoming an outlier by not deploying the devices. While the City of Arcadia has always been proud of the actions of its officers in the field, having videos to review an entire interaction will be helpful for validation, verification, and training purposes.

In total, the Equipment Replacement Fund proposes 45 different equipment purchases totaling \$2.8 million, of which \$2.5 million is funded by the Equipment Replacement Fund. The table below summarizes some of the major proposed equipment purchases.

<b>FY 2020-21 MAJOR EQUIPMENT REPLACEMENT PURCHASES</b>		
<b>Equipment Replacement Description</b>	<b>Replacement Budget</b>	<b>Funding Source</b>
<b>Police Dept. Radio Equipment Replacement</b>	\$117,000	Equipment Replacement
<b>Police Dept. Body Worn Cameras</b>	\$120,000	Equipment Replacement
<b>Fire Dept. Vehicle Replacement:</b>		
<b>Pump Truck (1)</b>		
<b>Crew Cab Pickup (1)</b>	\$1,045,000	Equipment Replacement
<b>Communication &amp; Safety Equipment</b>		
<b>Fire Dept. – Truck 105 Vehicle Extrication Equipment Replacement</b>	\$61,900	Equipment Replacement
<b>Fire Dept. - Communication &amp; Technology Equipment Replacement</b>	\$84,000	Equipment Replacement
<b>Fire Dept. – Suppression Equipment Replacement</b>	\$40,000	Equipment Replacement
<b>Fire Dept. – Urban Search &amp; Rescue (USAR) Equipment Replacement</b>	\$50,000	Equipment Replacement
<b>PW Streets – Vehicle Replacement: CNG Truck (1); ¾ Ton Truck (1); Communication &amp; Safety Equipment</b>	\$193,000	AQMD - \$143K Equipment Replacement - \$50K
<b>Automatic License Plate Reader Replacement &amp; Upgrades</b>	\$82,000	Equipment Replacement

<b>FY 2020-21 MAJOR EQUIPMENT REPLACEMENT PURCHASES</b>		
<b>Equipment Replacement Description</b>	<b>Replacement Budget</b>	<b>Funding Source</b>
<b>Fire Communication &amp; Technology Equipment Replacement Program</b>	\$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.

### **CONCLUSION**

The FY 2021-22 General Fund Operating Budget, as proposed, is balanced with a projected surplus of \$1.1 million. This is based on Total Operating Revenues of \$75.5 million and Operating Expenditures (inclusive of transfers) of \$68.4 million, and a Pension Obligation Bond debt service payment of \$5.9 million.

The City is fortunate to have had a history of conservative spending and has amassed the savings necessary to cope with economic uncertainties over a short-term period while allowing time to plan and execute over the long-term. By implementing this Budget, City staff will continue providing the community with unsurpassed service in a fiscally responsible manner.

Respectfully Submitted,



Dominic Lazzaretto  
City Manager

## GENERAL FUND

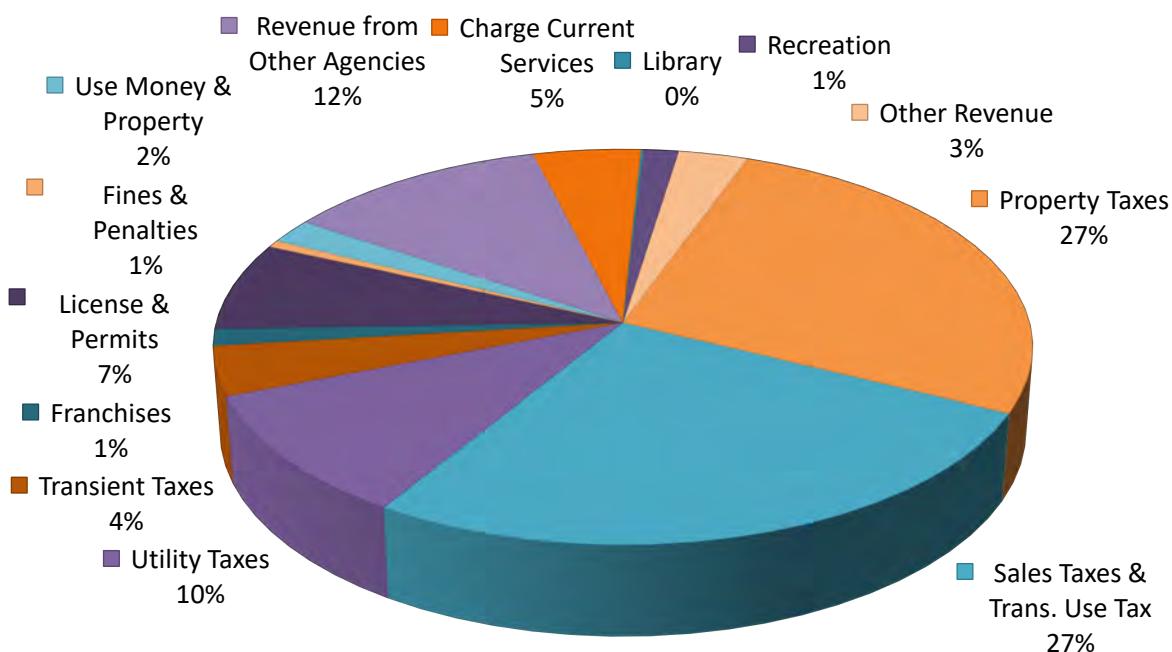
	FY20-21 Estimates	FY21-22 Budget	FY22-23 Budget
<b>Beginning Fund Balance</b>	<b>7,198,300</b>	<b>7,301,000</b>	<b>8,427,400</b>
Estimated Revenue	62,624,200	70,728,000	73,414,800
Proposed Expenditures	(61,040,400)	(63,255,800)	(63,253,000)
Debt Service/Pension Bonds	-	(5,872,900)	(5,874,100)
Revenue over Expenditure	1,583,800	1,599,300	4,287,700
Fund Transfers			
Transfers-In from other funds	2,630,000	4,722,600	3,221,700
Transfers-Out to other funds	(4,111,100)	(5,010,000)	(5,060,000)
Net Transfers	(1,481,100)	(287,400)	(1,838,300)
New Programs	-	(185,500)	-
<b>Subtotal Operating Balance</b>	<b>102,700</b>	<b>1,126,400</b>	<b>2,449,400</b>
<b>Ending Fund Balance</b>	<b>7,301,000</b>	<b>8,427,400</b>	<b>10,876,800</b>

**GENERAL FUND  
ESTIMATED REVENUES BY SOURCE**

Revenue Source	FY 19-20 Actual	FY 20-21 Budget	FY 20-21 Estimated	FY 21-22 Budget	FY 22-23 Budget
Taxes	40,403,032	44,034,500	42,572,300	48,760,500	50,563,600
License & Permits	4,510,579	4,556,200	4,312,800	5,110,500	5,224,200
Fines & Penalties	440,353	416,500	134,000	415,500	415,500
Use Money & Property	1,708,381	1,517,800	1,630,000	1,394,600	1,481,300
Revenue from Other Agencies	7,880,154	8,771,800	8,920,100	8,306,700	8,595,300
Charge Current Services	3,408,207	3,284,200	2,705,700	3,371,400	3,278,900
Library	107,810	89,400	19,500	87,500	87,500
Recreation	941,118	747,700	184,000	1,088,800	1,520,800
Other Revenue	2,264,444	2,209,500	2,145,800	2,192,500	2,247,700
<b>Total Revenues Subtotal</b>	<b>61,664,078</b>	<b>65,627,600</b>	<b>62,624,200</b>	<b>70,728,000</b>	<b>73,414,800</b>
Transfer-In	3,793,693	2,616,900	2,630,000	4,722,600	3,221,700
Transfer-Out	(2,281,244)	(4,111,100)	(4,111,100)	(5,010,000)	(5,060,000)
	1,512,449	(1,494,200)	(1,481,100)	(287,400)	(1,838,300)
<b>Total Revenues</b>	<b>63,176,527</b>	<b>64,133,400</b>	<b>61,143,100</b>	<b>70,440,600</b>	<b>71,576,500</b>

**GENERAL FUND REVENUE SOURCE BY CATEGORY**

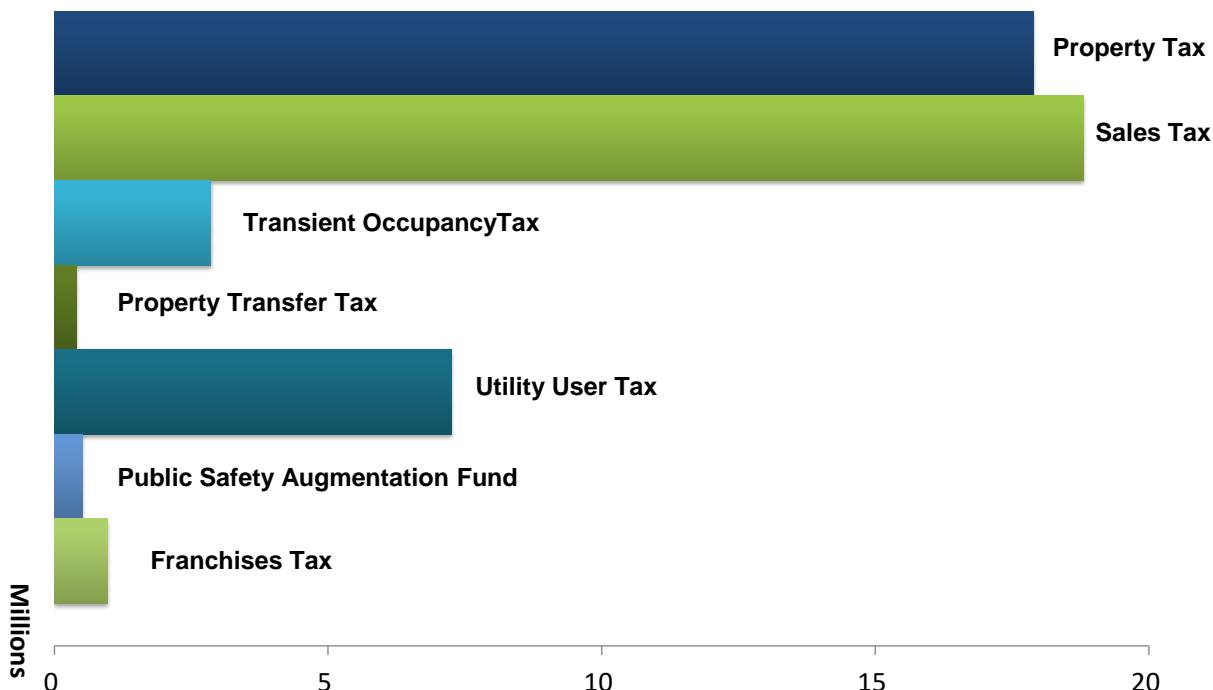
**FY21-22 BUDGET**



**GENERAL FUND  
ESTIMATED REVENUES BY OBJECT**

Revenue Source	FY 19-20	FY 20-21	FY 20-21	FY 21-22	FY 22-23
	Actual	Budget	Estimated	Budget	Budget
<b>Taxes</b>					
Property Taxes	16,438,064	16,968,000	17,208,100	17,896,500	18,523,000
Sales Taxes & Trans. Use Tax	12,315,129	16,506,400	14,871,000	18,796,700	19,548,600
Franchises	995,315	953,000	951,500	965,800	967,800
Transient Taxes	2,748,642	2,035,600	1,892,000	2,857,700	3,000,600
Property Transfer	519,000	384,600	384,600	408,100	449,000
Utility Taxes	6,779,875	6,638,100	6,690,400	7,251,100	7,468,600
Public Safety Augmentation Fund	527,339	470,100	498,300	505,500	525,700
Homeowner Exemption	79,668	78,700	76,400	79,100	80,300
<b>Total</b>	<b>40,403,032</b>	<b>44,034,500</b>	<b>42,572,300</b>	<b>48,760,500</b>	<b>50,563,600</b>

**GENERAL FUND TAX REVENUES  
FY 21-22 BUDGET**



**GENERAL FUND**  
**ESTIMATED REVENUES BY OBJECT**

Revenue Source	FY 19-20 Actual	FY 20-21 Budget	FY 20-21 Estimated	FY 21-22 Budget	FY 22-23 Budget
<b>License &amp; Permits</b>					
Business License	1,211,783	1,100,000	1,100,000	1,180,000	1,180,000
Parking Permit	492,306	598,400	221,600	598,400	598,400
Plan Check Fees	858,998	750,000	940,000	830,000	900,000
Building Permit Fee	769,937	800,000	985,000	1,100,000	930,000
Mech. Elect, Permit	303,017	350,000	350,000	375,000	385,000
Home Occupation Permit	8,214	9,500	8,200	8,300	8,500
Demolition Permit Fee	9,086	10,000	5,000	5,500	6,000
Planning Application	202,315	250,000	177,000	200,000	233,000
Fire Plan Check	216,263	200,000	140,000	150,000	200,000
Fire Permit Fees	142,202	140,000	120,000	130,000	140,000
Engineer Permit Fee	108,773	130,000	110,000	130,000	130,000
Fire Code Special Inspections	72,780	70,000	50,000	60,000	70,000
Storm Water Plan Check Fees	12,900	18,000	12,000	18,000	18,000
SB1473 Building Permit	300	300	100	300	300
Off-Site Improvement Plan Check	9,460	15,000	3,900	15,000	15,000
Water Efficient Landscape	92,246	115,000	90,000	90,000	90,000
Technology Fee	0	0	0	90,000	150,000
Unoccupied Residence Fee	0	0	0	130,000	170,000
 Total	 4,510,579	 4,556,200	 4,312,800	 5,110,500	 5,224,200
<b>Fines &amp; Penalties</b>					
Miscellaneous Fines	21,136	26,000	6,000	25,000	25,000
Parking Citations	379,842	360,000	116,000	360,000	360,000
Code Enforcement	37,500	28,000	12,000	30,000	30,000
Fire Citations	0	500	0	500	500
Planning Fines	1,875	2,000	0	0	0
 Total	 440,353	 416,500	 134,000	 415,500	 415,500
<b>Use of Money &amp; Property</b>					
Investment Earnings	212,562	116,000	120,000	130,000	180,000
Prem/Disc Investments	38,706	0	305,000	0	0
Unrealized Gain/Loss	197,544	0	0	0	0
Rents & Royalties	1,165,507	1,356,600	1,170,000	1,224,600	1,261,300
Right of Way Facility Use	94,062	45,200	35,000	40,000	40,000
 Total	 1,708,381	 1,517,800	 1,630,000	 1,394,600	 1,481,300
<b>Revenue from Other Agencies</b>					
Motor Vehicle License	7,773,429	7,967,800	8,063,700	8,246,700	8,535,300
State Post	29,503	15,000	600	10,000	10,000
Federal Funds	22,312	0	15,000	0	0
SB 90 Reimbursements	17,103	9,000	3,000	10,000	10,000
Prop A Maint & Service	37,806	780,000	837,800	40,000	40,000
 Total	 7,880,154	 8,771,800	 8,920,100	 8,306,700	 8,595,300

**GENERAL FUND**  
**ESTIMATED REVENUES BY OBJECT**

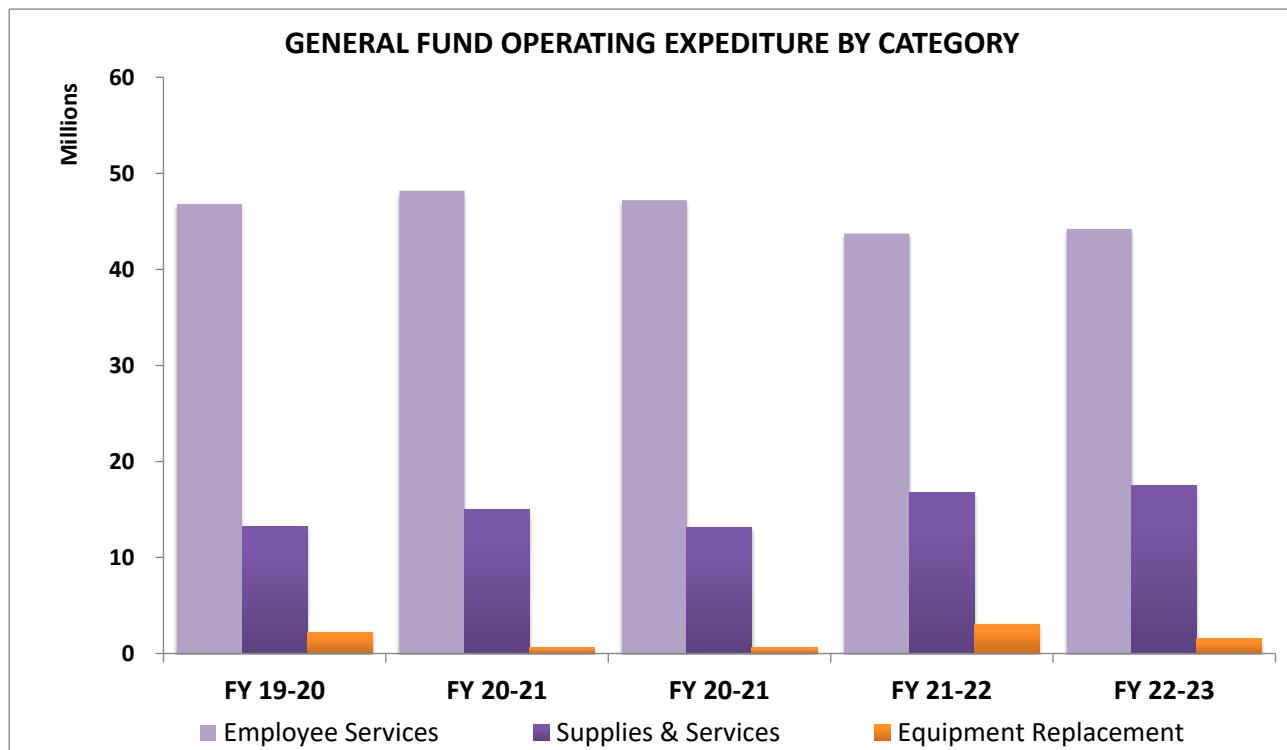
Revenue Source	FY 19-20	FY 20-21	FY 20-21	FY 21-22	FY 22-23
	Actual	Budget	Estimated	Budget	Budget
<b>Charges for Current Services</b>					
Maps & Publications	1,084	2,000	0	0	0
Strike Team Reimbursement	365,202	195,000	300,000	543,000	250,000
Police Services	269,821	200,000	130,000	200,000	200,000
GEMT Ambulance	14,576	225,000	11,600	0	0
Engr Charges / Encroachment Permit	83,337	100,000	80,000	100,000	100,000
Street sidewalk Curb	2,580	2,600	2,600	3,500	3,500
Ambulance Charges	1,648,017	1,500,000	1,320,000	1,500,000	1,500,000
Subdivision Fees	900	600	800	800	800
Police Service DUI	38,782	30,000	5,000	30,000	30,000
Fire Emergency Service	1,020	1,000	0	0	0
Security Alarm/Annual Permits	167,777	145,000	130,000	145,000	145,000
Police Svs/False Alarms	26,992	35,000	57,800	50,000	50,000
Fire False Alarm	15,750	20,000	15,000	20,000	20,000
Public Works Service	2,065	2,500	2,000	2,000	2,500
Address Change Fee	11,200	20,500	20,000	20,000	20,000
Vehicle Impounds	62,240	90,000	29,000	70,000	70,000
Fire Services Filming	49,228	50,000	30,000	50,000	60,000
Police Services Filming	80,266	80,000	22,900	75,000	75,000
Public Works Inspections	13,395	15,000	10,000	10,000	15,000
Fire Inspection Fees	227,388	240,000	190,000	230,000	350,000
Attorney Fees	9,245	8,000	12,000	10,000	10,000
Paramedic Subscription	130,346	138,000	131,000	138,000	138,000
Police Evidence Auction	11,112	0	1,500	0	0
EV Connect Fees	1,156	0	600	600	600
Fire Donation/Reimbursement	8,594	5,000	5,000	5,000	5,000
Police Donation/Reimbursement	25,000	24,000	48,900	33,500	33,500
Fire Special Services	49,720	55,000	0	10,000	50,000
Engr Charges / Captl Imprvmt Prjct	91,414	100,000	150,000	125,000	150,000
<b>Total</b>	<b>3,408,207</b>	<b>3,284,200</b>	<b>2,705,700</b>	<b>3,371,400</b>	<b>3,278,900</b>
<b>Library</b>					
Art & Lecture Room	4,385	5,000	0	1,000	1,000
Lost Books	5,228	4,400	1,000	6,500	6,500
Fines	32,982	27,000	6,500	25,000	25,000
Energy Conservation Class	3,120	0	0	0	0
Passport Processing	55,595	40,000	12,000	50,000	50,000
Donations/Reimbursements	6,500	13,000	0	5,000	5,000
<b>Total</b>	<b>107,810</b>	<b>89,400</b>	<b>19,500</b>	<b>87,500</b>	<b>87,500</b>

**GENERAL FUND**  
**ESTIMATED REVENUES BY OBJECT**

Revenue Source	FY 19-20	FY 20-21	FY 20-21	FY 21-22	FY 22-23
	Actual	Budget	Estimated	Budget	Budget
<b>Recreation</b>					
Community Center	17,110	13,500	0	34,100	45,200
Special Event Cleaning	3,900	2,700	0	0	0
Dana Gymnasium	149,409	152,600	7,000	147,200	266,200
Fees & Charges	348,789	306,800	71,200	371,400	529,100
Nature	20,480	18,700	17,300	66,700	66,700
Playgrounds / Field Use	33,298	26,000	3,000	61,000	61,000
Sr. Citizen	122,222	72,000	20,500	118,000	173,200
Senior Meal Income	0	9,000	0	9,000	9,000
Camping	178,736	101,500	56,700	190,500	254,000
Youth Master	41,714	32,900	6,900	71,900	87,100
Museum Education Center	25,460	12,000	1,400	19,000	29,300
Total	941,118	747,700	184,000	1,088,800	1,520,800
<b>Other Revenues</b>					
Miscellaneous Revenue	135,261	50,000	10,000	10,000	10,000
Court Appearance	4,810	5,000	4,000	5,000	5,000
Cost Allocation	2,031,200	2,071,800	2,071,800	2,093,000	2,134,500
Capital Fund reimbursement - Race Track	92,353	82,700	60,000	84,500	98,200
Sale of Property	820	0	0	0	0
Total	2,264,444	2,209,500	2,145,800	2,192,500	2,247,700
<b>Total Revenue</b>	<b>61,664,078</b>	<b>65,627,600</b>	<b>62,624,200</b>	<b>70,728,000</b>	<b>73,414,800</b>
<b>Transfers from Other Funds</b>					
Narcotics Seizure	10,325	0	0	0	0
Traffic Safety	157,488	220,000	220,000	159,000	137,000
Gas Tax	1,350,774	1,435,200	1,435,200	1,260,000	1,260,000
Solid Waste	119,139	300,000	300,000	300,000	300,000
Equipment Replacement	2,155,967	661,700	674,800	3,003,600	1,524,700
Total Transfers-In	3,793,693	2,616,900	2,630,000	4,722,600	3,221,700
<b>Transfers to Other Funds</b>					
Local Law Enforcement	(91,452)	(124,800)	(124,800)	(110,000)	(110,000)
Lighting Districts	(689,792)	(786,300)	(786,300)	(700,000)	(750,000)
Equipment Replacement Fund	(750,000)	(1,600,000)	(1,600,000)	(1,800,000)	(1,800,000)
Capital Improvement Fund	(750,000)	(1,600,000)	(1,600,000)	(2,400,000)	(2,400,000)
Total Transfers-Out	(2,281,244)	(4,111,100)	(4,111,100)	(5,010,000)	(5,060,000)
<b>Total Revenues and Transfers</b>	<b>63,176,527</b>	<b>64,133,400</b>	<b>61,143,100</b>	<b>70,440,600</b>	<b>71,576,500</b>

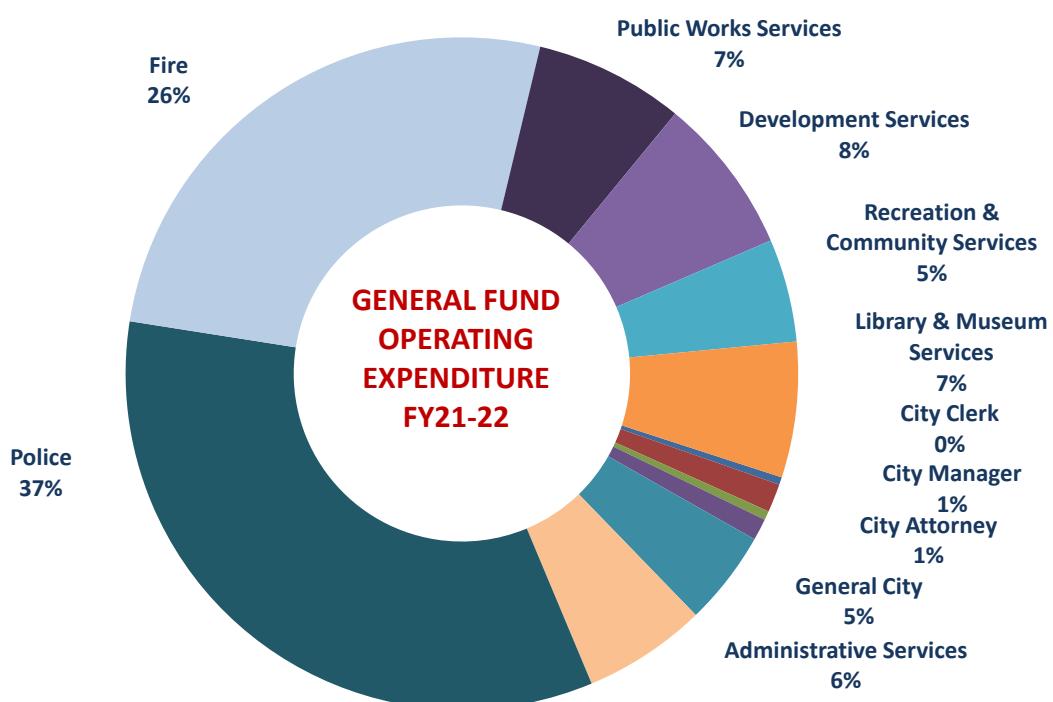
**GENERAL FUND  
EXPENDITURE SUMMARY**

Expenditure	Adjusted				
	FY 19-20 Actual	FY 20-21 Budget	FY 20-21 Estimated	FY 21-22 Budget	FY 22-23 Budget
Employee Services	46,809,692	48,179,510	47,200,800	43,720,400	44,216,900
Supplies & Services	13,205,128	15,040,490	13,164,800	16,717,300	17,511,400
Equipment Replacement	2,155,967	661,700	674,800	3,003,600	1,524,700
<b>Total Appropriation</b>	<b>62,170,787</b>	<b>63,881,700</b>	<b>61,040,400</b>	<b>63,441,300</b>	<b>63,253,000</b>



**GENERAL FUND  
DEPARTMENT SUMMARY**

Expenditure	FY 19-20 Actual	FY 20-21 Budget	FY 20-21 Estimated	FY 21-22 Budget	FY 22-23 Budget
City Council	219,422	218,700	215,400	228,400	228,100
City Manager	891,253	906,800	909,800	870,300	896,100
City Clerk	347,188	242,500	250,100	275,000	438,400
City Attorney	476,404	663,700	643,000	660,100	663,700
General City	2,312,833	2,381,700	2,323,000	2,889,900	3,515,500
Administrative Services	3,336,906	3,472,200	3,335,000	3,765,200	3,626,400
Police	21,722,413	23,473,400	21,262,400	21,436,400	21,622,200
Fire	17,494,408	16,775,300	17,080,800	16,660,000	15,898,500
Public Works Services	4,098,743	4,244,900	4,284,400	4,561,000	4,405,700
Development Services	4,313,596	4,637,200	4,580,700	4,814,600	4,596,600
Recreation & Community Services	2,943,939	2,767,700	2,148,600	3,144,200	3,331,300
Library & Museum Services	4,013,682	4,141,500	4,007,200	4,136,200	4,030,500
<b>Total</b>	<b>62,170,787</b>	<b>63,925,600</b>	<b>61,040,400</b>	<b>63,441,300</b>	<b>63,253,000</b>



**SUMMARY BY FUND  
SOURCES OF FUNDS**

<b>Fund</b>	<b>Beginning Fund Balance FY 21-22</b>	<b>Outside Sources</b>	<b>Transfer In</b>	<b>Total</b>
General Fund	7,301,000	70,728,000	4,722,600	82,751,600
Narcotic Seizure Federal	101,700	50,800	0	152,500
COPS	260,800	152,100	0	412,900
Medical/Dental	417,300	0	4,556,300	4,973,600
Local Law Enforcement	(80,800)	100,000	110,000	129,200
IRS Task Force	461,300	500	0	461,800
Worker Compensation/Liability	4,441,600	26,600	2,599,200	7,067,400
Homeland Security	(3,000)	0	0	(3,000)
Library State Grant	600	0	0	600
Homelessness Plan	5,300	250,000	0	255,300
Office of Traffic Safety Grant	0	96,500	0	96,500
California OES HSGP	0	51,800	0	51,800
Autotheft Prevention Taskforce	0	149,100	0	149,100
Misc. P.E.R.S. Employee Retirement Fund	0	0	0	0
Emergency Reserve	10,047,100	0	0	10,047,100
Emergency Response	0	0	0	0
Public, Educational/Governmental Access	970,800	87,800	0	1,058,600
Parks & Recreation	7,153,400	1,271,500	0	8,424,900
Used Oil Grant	16,000	15,500	0	31,500
DOC Beverage Grant	67,000	15,000	0	82,000
Traffic Safety	(98,000)	197,000	0	99,000
Solid Waste	1,994,200	693,000	0	2,687,200
Measure W - Safe Clean Water Program	108,000	864,900	0	972,900
State Gas Tax	(126,500)	1,458,600	0	1,332,100
Road Maintenance/Rehabilitation Act	98,900	1,151,800	0	1,250,700
Air Quality Management District	192,200	75,500	0	267,700
Community Development Block Grant	0	331,200	0	331,200
Santa Anita Grade Separation	1,015,500	7,600	0	1,023,100
Transit	(191,900)	2,596,250	538,000	2,942,350
Proposition A	2,016,100	1,015,100	0	3,031,200
Transportation Impact Fund	1,599,400	312,000	0	1,911,400
Proposition C	1,920,100	972,700	0	2,892,800
TDA Article 3 Bikeway	80,000	100,600	0	180,600
STPL & ITS Special Fund	0	0	0	0
Measure R	481,100	722,400	0	1,203,500
Measure M	1,071,000	2,422,600	0	3,493,600
Capital Improvement	9,187,600	153,400	2,400,000	11,741,000
City Hall Reserve	0	0	0	0
Lighting Maintenance	262,900	1,275,000	750,000	2,287,900
Water Fund	(3,722,200)	15,216,600	0	11,494,400
Sewer Fund	4,156,800	2,673,800	0	6,830,600
Par 3 Golf Course Fund	375,400	1,238,300	0	1,613,700
Equipment Replacement	7,452,700	84,600	1,800,000	9,337,300
Redevelopment Successor Agency	0	192,800	0	192,800
General Obligation Bond 2012	374,550	422,500	0	797,050
General Obligation Bond 2011	489,900	592,700	0	1,082,600
<b>Total</b>	<b>59,897,850</b>	<b>107,766,150</b>	<b>17,476,100</b>	<b>185,140,100</b>

**SUMMARY BY FUND  
USES OF FUNDS**

Fund	Appropriation	Transfer Out	Total	Ending Fund Balance FY21-22
General Fund	68,943,200	5,010,000	73,953,200	8,798,400
Narcotic Seizure	0	0	0	152,500
COPS	152,400	0	152,400	260,500
Medical/Dental	4,554,800	1,500	4,556,300	417,300
Local Law Enforcement	183,800	0	183,800	(54,600)
IRS Task Force	0	0	0	461,800
Worker Compensation/Liability	2,700,700	0	2,700,700	4,366,700
Homeland Security	0	0	0	(3,000)
Library State Grant	0	0	0	600
Homelessness Plan	250,000	0	250,000	5,300
Office of Traffic Safety Grant	96,500	0	96,500	0
California OES HSGP	51,800	0	51,800	0
Autotheft Prevention Taskforce	149,100	0	149,100	0
Misc. P.E.R.S. Employee Retirement Fund	0	0	0	0
Emergency Reserve	0	0	0	10,047,100
Emergency Response	0	0	0	0
Public, Educational/Governmental Access	0	0	0	1,058,600
Parks & Recreation	4,081,000	31,900	4,112,900	4,312,000
Used Oil Grant	15,500	0	15,500	16,000
DOC Beverage Grant	14,500	0	14,500	67,500
Traffic Safety	0	159,000	159,000	(60,000)
Solid Waste	339,000	300,000	639,000	2,048,200
Measure W - Safe Clean Water Program	247,000	0	247,000	725,900
State Gas Tax	0	1,260,000	1,260,000	72,100
Road Maintenance/Rehabilitation Act	1,100,000	0	1,100,000	150,700
Air Quality Management District	182,300	0	182,300	85,400
Community Development Block Grant	331,200	0	331,200	0
Santa Anita Grade Separation	0	0	0	1,023,100
Transit	2,688,500	0	2,688,500	253,850
Proposition A	253,100	931,400	1,184,500	1,846,700
Transportation Impact Fund	1,429,500	0	1,429,500	481,900
Proposition C	2,886,800	0	2,886,800	6,000
TDA Article 3 Bikeway	0	0	0	180,600
STPL & ITS Special Fund	0	0	0	0
Measure R	64,600	579,200	643,800	559,700
Measure M	2,195,000	0	2,195,000	1,298,600
Capital Improvement	4,658,400	0	4,658,400	7,082,600
City Hall Reserve	0	0	0	0
Lighting Maintenance	1,265,400	0	1,265,400	1,022,500
Water Fund	16,291,300	0	16,291,300	(4,796,900)
Sewer Fund	3,363,200	0	3,363,200	3,467,400
Par 3 Golf Course Fund	841,400	0	841,400	772,300
Equipment Replacement	2,945,500	32,200	2,977,700	6,359,600
Redevelopment Successor Agency	192,800	0	192,800	0
General Obligation Bond 2012	422,500	0	422,500	374,550
General Obligation Bond 2011	592,700	0	592,700	489,900
<b>Total</b>	<b>123,483,500</b>	<b>8,305,200</b>	<b>132,159,700</b>	<b>52,980,400</b>

**SUMMARY BY FUND  
SOURCES OF FUNDS**

Fund	Beginning Fund Balance FY22-23	Outside Sources	Transfer In	Total
General Fund	8,798,400	73,414,800	3,221,700	85,434,900
Narcotic Seizure Federal	152,500	50,900	0	203,400
COPS	260,500	152,100	0	412,600
Medical/Dental	417,300	4,556,100	0	4,973,400
Local Law Enforcement	(54,600)	100,000	110,000	155,400
IRS Task Force	461,800	500	0	462,300
Worker Compensation/Liability	4,366,700	26,200	2,651,000	7,043,900
Homeland Security	(3,000)	0	0	(3,000)
Library State Grant	600	0	0	600
Homelessness Plan	5,300	38,500	0	43,800
Office of Traffic Safety Grant	0	106,300	0	106,300
California OES HSGP	0	0	0	0
Autotheft Prevention Taskforce	0	155,300	0	155,300
Misc. P.E.R.S. Employee Retirement Fund	0	0	0	0
Emergency Reserve	10,047,100	0	0	10,047,100
Emergency Response	0	0	0	0
Public, Educational/Governmental Access	1,058,600	88,500	0	1,147,100
Parks & Recreation	4,312,000	773,100	0	5,085,100
Used Oil Grant	16,000	15,500	0	31,500
DOC Beverage Grant	67,500	15,000	0	82,500
Traffic Safety	(60,000)	197,000	0	137,000
Solid Waste	2,048,200	696,400	0	2,744,600
Measure W - Safe Clean Water Program	725,900	869,800	0	1,595,700
State Gas Tax	72,100	1,467,100	0	1,539,200
Road Maintenance/Rehabilitation Act	150,700	1,152,200	0	1,302,900
Air Quality Management District	85,400	74,700	0	160,100
Community Development Block Grant	0	331,900	0	331,900
Santa Anita Grade Separation	1,023,100	7,700	0	1,030,800
Transit	253,850	2,596,250	0	2,850,100
Proposition A	1,846,700	1,012,200	0	2,858,900
Transportation Impact Fund	481,900	303,600	0	785,500
Proposition C	6,000	958,300	0	964,300
TDA Article 3 Bikeway	180,600	51,400	0	232,000
STPL & ITS Special Fund	0	0	0	0
Measure R	559,700	723,000	0	1,282,700
Measure M	1,298,600	824,300	0	2,122,900
Capital Improvement	7,082,600	151,300	2,400,000	9,633,900
City Hall Reserve	0	0	0	0
Lighting Maintenance	1,022,500	530,000	750,000	2,302,500
Water Fund	(4,796,900)	16,016,100	0	11,219,200
Sewer Fund	3,467,400	2,728,200	0	6,195,600
Par 3 Golf Course Fund	772,300	1,241,500	0	2,013,800
Equipment Replacement	6,359,600	75,400	1,800,000	8,235,000
Redevelopment Successor Agency	0	188,900	0	188,900
General Obligation Bond 2012	374,550	421,300	0	795,850
General Obligation Bond 2011	489,900	592,700	0	1,082,600
<b>Total</b>	<b>52,980,400</b>	<b>112,704,050</b>	<b>10,932,700</b>	<b>176,617,150</b>

**SUMMARY BY FUND  
USES OF FUNDS**

<b>Fund</b>	<b>Appropriations</b>	<b>Transfer Out</b>	<b>Total</b>	<b>Ending Fund Balance FY22-23</b>
General Fund	69,127,100	5,060,000	74,187,100	11,247,800
Narcotic Seizure Federal	0	0	0	203,400
COPS	153,000	0	153,000	259,600
Medical/Dental	4,554,600	1,500	4,556,100	417,300
Local Law Enforcement	184,700	0	184,700	(29,300)
IRS Task Force	0	0	0	462,300
Worker Compensation/Liability	2,802,200	0	2,802,200	4,241,700
Homeland Security	0	0	0	(3,000)
Library State Grant	0	0	0	600
Homelessness Plan	38,500	0	38,500	5,300
Office of Traffic Safety Grant	106,300	0	106,300	0
California OES HSGP	0	0	0	0
Autolheft Prevention Taskforce	155,300	0	155,300	0
Misc. P.E.R.S. Employee Retirement	0	0	0	0
Emergency Reserve	0	0	0	10,047,100
Emergency Response	0	0	0	0
Public, Educational/Governmental Access	0	0	0	1,147,100
Parks & Recreation	1,192,500	0	1,192,500	3,892,600
Used Oil Grant	15,500	0	15,500	16,000
DOC Beverage Grant	14,500	0	14,500	68,000
Traffic Safety	0	137,000	137,000	0
Solid Waste	321,800	300,000	621,800	2,122,800
Measure W - Safe Clean Water Program	197,000	0	197,000	1,398,700
State Gas Tax	0	1,260,000	1,260,000	279,200
Road Maintenance/Rehabilitation Act	1,200,000	0	1,200,000	102,900
Air Quality Management	22,300	0	22,300	137,800
Community Development Block Grant	331,900	0	331,900	0
Santa Anita Grade Separation	0	0	0	1,030,800
Transit	2,691,900	0	2,691,900	158,200
Proposition A	1,053,350	0	1,053,350	1,805,550
Transportation Impact Fund	100,000	0	100,000	685,500
Proposition C	896,500	0	896,500	67,800
TDA Article 3 Bikeway	0	0	0	232,000
STPL & ITS Special Grant	0	0	0	0
Measure R	643,700	0	643,700	639,000
Measure M	350,000	0	350,000	1,772,900
Capital Improvement	2,614,300	0	2,614,300	7,019,600
City Hall Reserve	0	0	0	0
Lighting Maintenance	1,291,000	0	1,291,000	1,011,500
Water Fund	16,482,300	0	16,482,300	(5,263,100)
Sewer Fund	2,331,800	0	2,331,800	3,863,800
Par 3 Golf Course Fund	1,009,700	0	1,009,700	1,004,100
Equipment Replacement	1,557,500	0	1,557,500	6,677,500
Redevelopment Successor Agency	188,900	0	188,900	0
General Obligation Bond 2012	421,300	0	421,300	374,550
General Obligation Bond 2011	592,700	0	592,700	489,900
<b>Total</b>	<b>112,642,150</b>	<b>6,758,500</b>	<b>119,400,650</b>	<b>57,216,500</b>

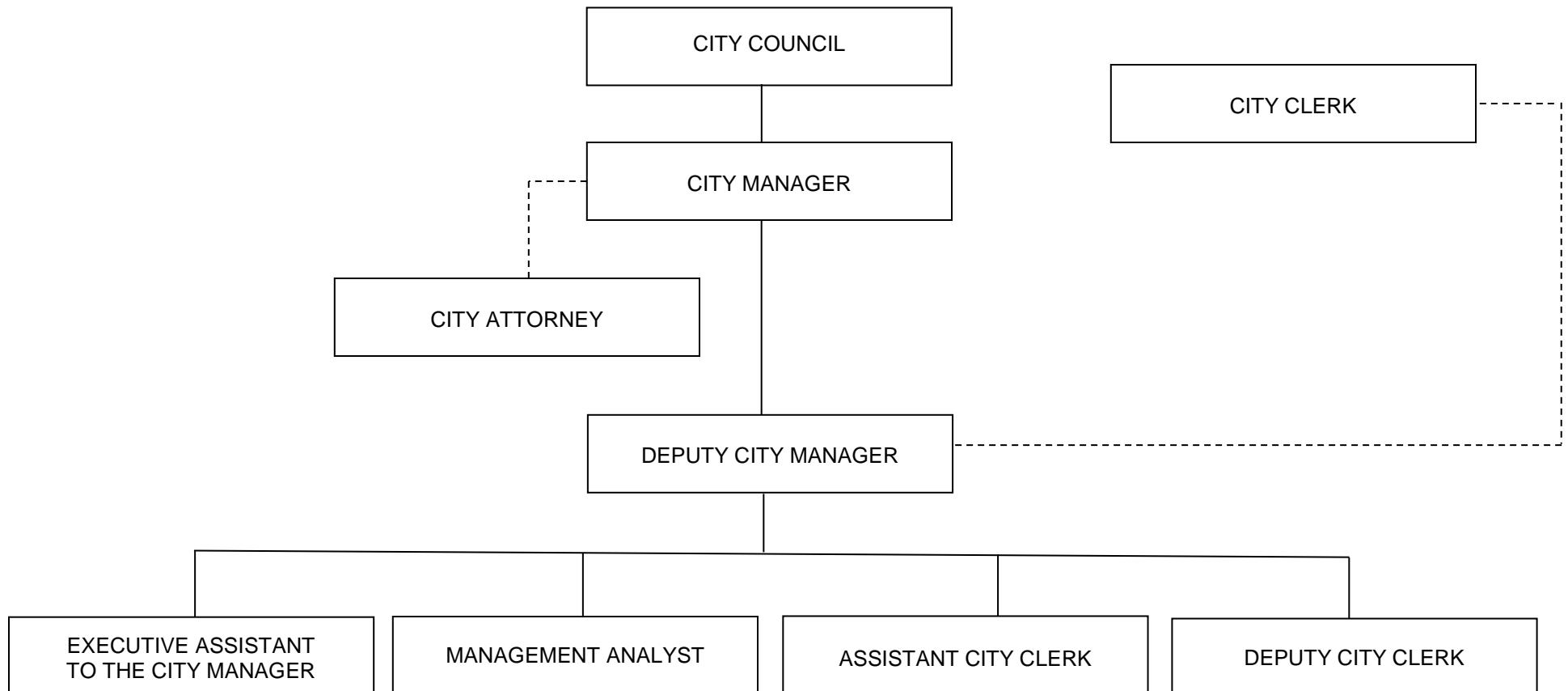
**FULL TIME EMPLOYEES AND ELECTED OFFICIALS**

	<b>FY 19-20 Budget</b>	<b>FY 20-21 Budget</b>	<b>FY 20-21 Actual</b>	<b>FY 21-22 Budget</b>	<b>FY 22-23 Budget</b>
General Fund					
City Council	1.00	0.50	0.50	0.50	0.50
City Manager	3.80	3.00	3.00	3.00	3.00
City Clerk	2.20	2.20	2.20	2.20	2.20
City Attorney	0.80	1.20	1.20	1.20	1.20
General City	0.35	0.00	0.00	0.00	0.00
Admin. Services	17.00	18.00	18.00	18.75	18.75
Police	95.00	94.00	94.00	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	25.75	25.75	25.75	25.75
Recreation & Community Services	11.00	12.00	12.00	12.00	12.00
Library & Museum Services	23.50	23.50	23.50	23.50	23.50
 Total General Fund	 262.60	 262.85	 262.85	 264.60	 264.60
 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	2.30	2.30	2.90	2.90
Solid Waste	1.65	1.60	1.60	1.60	1.60
CDBG	0.20	0.05	0.05	0.05	0.05
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	26.80	26.80	26.80	26.80
Public Services Sewer	7.25	7.25	7.25	7.25	7.25
Redevelopment Successor Agency	0.35	0.10	0.10	0.10	0.10
 <b>Total Personnel</b>	 <b>309.45</b>	 <b>309.70</b>	 <b>309.70</b>	 <b>312.05</b>	 <b>312.05</b>

\* Part Time employees are not included.

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# CITY MANAGER'S OFFICE



## CITY MANAGER'S OFFICE

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### **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 2021-22 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.

## **FY21-22 EMPLOYEE COUNT BY DEPARTMENT**

### **CITY MANAGER**

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

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>						
<b>1200 CITY MANAGER OFFICE</b>						
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	456,143	419,800	464,600	431,900	450,400
4014	VACATION SELL BACK	5,392	5,000	14,000	5,000	5,000
4015	ALLOWANCES	6,023	5,700	6,300	5,900	5,900
4021	LONGEVITY PAY	2,093	2,100	2,100	2,800	4,300
4030	PART-TIME PERS ONLY	6,793	4,200	4,100	4,200	4,200
4032	PART-TIME NON-PERS	8,750	10,000	3,200	10,000	10,000
4130	OVERTIME	0	0	300	0	0
4241	P.E.R.S.	163,470	158,100	174,900	93,600	99,100
4242	NON-PERSABLE COMPENSATION	5,769	1,900	6,000	2,000	2,100
4244	MEDICAL/DENTAL INSURANCE	57,316	51,100	56,100	51,100	51,100
4245	LONG TERM DISABILITY	286	300	200	300	300
4247	LIFE INSURANCE	1,173	1,200	1,200	1,200	1,300
4250	FICA/HOSPITAL INSURANCE	7,480	6,400	7,500	6,600	6,900
4299	VACANCY RATE	0	-19,400	0	-18,500	-19,200
<b>Total: SALARIES &amp; WAGES</b>		<b>720,689</b>	<b>646,400</b>	<b>740,500</b>	<b>596,100</b>	<b>621,400</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	4,958	7,000	6,900	6,000	6,000
5115	PROGRAM EXPENSES	3,278	6,600	3,800	6,600	6,600
5125	PRINT SHOP	546	500	300	500	500
<b>Total: SUPPLIES</b>		<b>8,782</b>	<b>14,100</b>	<b>11,000</b>	<b>13,100</b>	<b>13,100</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	32,356	20,000	29,000	20,000	20,000
6163	CABLE TECH SERVICES	27,725	30,000	30,000	30,000	30,000
6310	MILEAGE	0	100	100	100	100
6505	GENERAL LIABILITY	14,300	15,000	15,000	15,300	15,600
6507	WORKERS' COMPENSATION	9,400	9,400	9,400	9,600	9,800
6730	OFFICE EQUIPMENT	456	1,000	800	1,000	1,000
6750	VEHICLE MAINTENANCE	999	500	600	600	600
6751	VEHICLE FUEL USAGE	0	0	200	200	200
6752	VEHICLE 3RD PARTY SVC	0	0	200	200	200
6930	MEMBERSHIP & PUBLICATIONS	2,318	3,600	2,900	3,600	3,600
6940	OFFICIAL MEETINGS	11,032	1,000	300	15,300	15,300
6970	TRAINING	200	0	100	500	500
6977	EMPLOYEE SUPPORT	200	300	200	300	300
<b>Total: OPERATING EXPENSES</b>		<b>98,986</b>	<b>80,900</b>	<b>88,800</b>	<b>96,700</b>	<b>97,200</b>
<b>SPECIAL PROGRAMS</b>						
7120	CITY BEAUTIFUL COMMISSION	2,384	48,500	43,300	48,500	48,500
7125	CITY WEB SITE	8,846	7,400	7,500	7,400	7,400
7156	CITY VOLUNTEER PROGRAM	19,656	34,000	5,100	34,000	34,000
7211	COYOTE CONTROL	11,051	15,000	10,000	15,000	15,000
7260	CITY NEWSLETTER	33,677	35,000	35,000	35,000	35,000
7261	BROCHURES	4,421	13,000	4,900	13,000	13,000
7262	SPECIAL EVENTS	11,649	12,500	0	11,500	11,500
<b>Total: SPECIAL PROGRAMS</b>		<b>91,684</b>	<b>165,400</b>	<b>105,800</b>	<b>164,400</b>	<b>164,400</b>

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>Total Division:</b>		<b>920,141</b>	<b>906,800</b>	<b>946,100</b>	<b>870,300</b>	<b>896,100</b>
	OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(4.03)%

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 1200</b>		<b>CITY MANAGER-ADMIN</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	396,377	364,500	402,500	373,800	390,200
4014	VACATION SELL BACK	4,044	5,000	13,500	5,000	5,000
4015	ALLOWANCES	5,868	5,700	6,100	5,700	5,700
4021	LONGEVITY PAY	1,872	1,900	1,900	2,400	3,600
4032	PART-TIME NON-PERS	0	10,000	0	10,000	10,000
4130	OVERTIME	0	0	200	0	0
4241	P.E.R.S	140,001	137,200	150,900	80,900	85,700
4242	NON-PERSABLE COMPENSATION	5,509	1,700	5,700	1,700	1,800
4244	MEDICAL/DENTAL INSURANCE	47,639	42,000	46,700	42,000	42,000
4245	LONG TERM DISABILITY	236	200	200	200	200
4247	LIFE INSURANCE	1,017	1,000	1,000	1,000	1,100
4250	FICA/HOSPITAL INSURANCE	6,308	5,500	6,500	5,700	5,900
4299	VACANCY RATE	0	-16,800	0	-15,900	-16,500
<b>Total: SALARIES &amp; WAGES</b>		<b>608,871</b>	<b>557,900</b>	<b>635,200</b>	<b>512,500</b>	<b>534,700</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	4,791	4,000	3,900	4,000	4,000
5115	PROGRAM EXPENSES	3,164	4,800	3,200	4,800	4,800
5125	PRINT SHOP	546	500	300	500	500
<b>Total: SUPPLIES</b>		<b>8,501</b>	<b>9,300</b>	<b>7,400</b>	<b>9,300</b>	<b>9,300</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	31,060	20,000	29,000	20,000	20,000
6310	MILEAGE	0	100	100	100	100
6505	GENERAL LIABILITY	14,300	15,000	15,000	15,300	15,600
6507	WORKERS' COMPENSATION	9,400	9,400	9,400	9,600	9,800
6730	OFFICE EQUIPMENT	0	500	300	500	500
6750	VEHICLE MAINTENANCE	999	500	600	600	600
6751	VEHICLE FUEL USAGE	0	0	200	200	200
6752	VEHICLE 3RD PARTY SVC	0	0	200	200	200
6930	MEMBERSHIP & PUBLICATIONS	2,193	2,700	2,000	2,700	2,700
6940	OFFICIAL MEETINGS	9,900	500	300	11,800	11,800
6970	TRAINING	200	0	100	500	500
6977	EMPLOYEE SUPPORT	200	300	200	300	300
<b>Total: OPERATING EXPENSES</b>		<b>68,252</b>	<b>49,000</b>	<b>57,400</b>	<b>61,800</b>	<b>62,300</b>
<b>Total:</b>		<b>685,624</b>	<b>616,200</b>	<b>700,000</b>	<b>583,600</b>	<b>606,300</b>
<b>Fund/Division: 0011201</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						(5.29) %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 1203</b>		<b>CITY MANAGER-COMM MARKET</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	59,766	55,300	62,100	58,100	60,200
4014	VACATION SELL BACK	1,348	0	500	0	0
4015	ALLOWANCES	155	0	200	200	200
4021	LONGEVITY PAY	221	200	200	400	700
4030	PART-TIME PERS ONLY	6,793	4,200	4,100	4,200	4,200
4032	PART-TIME NON-PERS	8,750	0	3,200	0	0
4130	OVERTIME	0	0	100	0	0
4241	P.E.R.S.	23,469	20,900	24,000	12,700	13,400
4242	NON-PERSABLE COMPENSATION	260	200	300	300	300
4244	MEDICAL/DENTAL INSURANCE	9,678	9,100	9,400	9,100	9,100
4245	LONG TERM DISABILITY	50	100	0	100	100
4247	LIFE INSURANCE	156	200	200	200	200
4250	FICA/HOSPITAL INSURANCE	1,173	900	1,000	900	1,000
4299	VACANCY RATE	0	-2,600	0	-2,600	-2,700
<b>Total: SALARIES &amp; WAGES</b>		<b>111,818</b>	<b>88,500</b>	<b>105,300</b>	<b>83,600</b>	<b>86,700</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	167	3,000	3,000	2,000	2,000
5115	PROGRAM EXPENSES	114	1,800	600	1,800	1,800
<b>Total: SUPPLIES</b>		<b>281</b>	<b>4,800</b>	<b>3,600</b>	<b>3,800</b>	<b>3,800</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	1,295	0	0	0	0
6163	CABLE TECH SERVICES	27,725	30,000	30,000	30,000	30,000
6730	OFFICE EQUIPMENT	456	500	500	500	500
6930	MEMBERSHIP & PUBLICATIONS	125	900	900	900	900
6940	OFFICIAL MEETINGS	1,132	500	0	3,500	3,500
<b>Total: OPERATING EXPENSES</b>		<b>30,734</b>	<b>31,900</b>	<b>31,400</b>	<b>34,900</b>	<b>34,900</b>
<b>SPECIAL PROGRAMS</b>						
7120	CITY BEAUTIFUL COMMISSION	2,384	48,500	43,300	48,500	48,500
7125	CITY WEB SITE	8,846	7,400	7,500	7,400	7,400
7156	CITY VOLUNTEER PROGRAM	19,656	34,000	5,100	34,000	34,000
7211	COYOTE CONTROL	11,051	15,000	10,000	15,000	15,000
7260	CITY NEWSLETTER	33,677	35,000	35,000	35,000	35,000
7261	BROCHURES	4,421	13,000	4,900	13,000	13,000
7262	SPECIAL EVENTS	11,649	12,500	0	11,500	11,500
<b>Total: SPECIAL PROGRAMS</b>		<b>91,684</b>	<b>165,400</b>	<b>105,800</b>	<b>164,400</b>	<b>164,400</b>
<b>Total:</b>		<b>234,516</b>	<b>290,600</b>	<b>246,100</b>	<b>286,700</b>	<b>289,800</b>

**Fund/Division: 0011203**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(1.34) %

## CITY COUNCIL

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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.

## **FY21-22 EMPLOYEE COUNT BY DEPARTMENT**

### **CITY COUNCIL**

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

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 1100</b>		<b>CITY COUNCIL</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	68,262	67,900	68,100	68,000	68,000
4021	LONGEVITY PAY	1,102	1,100	1,000	1,100	1,100
4130	OVERTIME	0	0	300	0	0
4241	P.E.R.S.	18,846	20,300	20,200	16,300	16,100
4244	MEDICAL/DENTAL INSURANCE	74,412	82,700	60,600	82,800	82,600
4245	LONG TERM DISABILITY	42	100	0	100	100
4247	LIFE INSURANCE	391	500	400	500	500
4250	FICA/HOSPITAL INSURANCE	848	1,000	700	1,000	1,000
4299	VACANCY RATE	0	-3,500	0	-5,100	-5,100
<b>Total: SALARIES &amp; WAGES</b>		<b>163,905</b>	<b>170,100</b>	<b>151,300</b>	<b>164,700</b>	<b>164,300</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	1,441	3,500	3,200	3,500	3,500
5125	PRINT SHOP	755	1,500	600	1,500	1,500
<b>Total: SUPPLIES</b>		<b>2,196</b>	<b>5,000</b>	<b>3,800</b>	<b>5,000</b>	<b>5,000</b>
<b>OPERATING EXPENSES</b>						
6505	GENERAL LIABILITY	4,500	4,700	4,700	4,800	4,900
6507	WORKERS' COMPENSATION	2,300	2,300	2,300	2,300	2,300
6930	MEMBERSHIP & PUBLICATIONS	32,928	34,500	34,500	34,500	34,500
6940	OFFICIAL MEETINGS	13,593	2,000	800	17,000	17,000
6977	EMPLOYEE SUPPORT	0	100	100	100	100
<b>Total: OPERATING EXPENSES</b>		<b>53,321</b>	<b>43,600</b>	<b>42,400</b>	<b>58,700</b>	<b>58,800</b>
<b>Total:</b>		<b>219,422</b>	<b>218,700</b>	<b>197,500</b>	<b>228,400</b>	<b>228,100</b>

**Fund/Division: 0011101**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

4.44 %

## CITY CLERK'S OFFICE

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### **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.

## **FY21-22 EMPLOYEE COUNT BY DEPARTMENT**

### **CITY CLERK**

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

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 1300</b>		<b>CITY CLERK</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	153,144	108,700	133,400	111,500	114,000
4014	VACATION SELL BACK	2,120	0	200	0	0
4015	ALLOWANCES	230	500	0	200	200
4021	LONGEVITY PAY	565	1,100	0	800	1,300
4241	P.E.R.S	54,651	40,500	49,300	23,700	24,800
4242	NON-PERSABLE COMPENSATION	143	300	0	100	100
4244	MEDICAL/DENTAL INSURANCE	26,963	35,400	22,200	35,400	35,400
4245	LONG TERM DISABILITY	164	200	100	100	100
4247	LIFE INSURANCE	179	200	100	200	200
4250	FICA/HOSPITAL INSURANCE	1,922	1,600	2,000	1,600	1,700
4299	VACANCY RATE	0	-5,600	0	-5,200	-5,300
<b>Total: SALARIES &amp; WAGES</b>		<b>240,081</b>	<b>182,900</b>	<b>207,300</b>	<b>168,400</b>	<b>172,500</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	2,459	3,800	3,700	3,800	3,800
5125	PRINT SHOP	656	1,200	1,200	1,200	1,200
<b>Total: SUPPLIES</b>		<b>3,115</b>	<b>5,000</b>	<b>4,900</b>	<b>5,000</b>	<b>5,000</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	26,394	27,000	27,600	27,000	27,000
6505	GENERAL LIABILITY	5,300	5,500	5,500	5,600	5,700
6507	WORKERS' COMPENSATION	19,500	19,500	19,500	19,900	20,300
6930	MEMBERSHIP & PUBLICATIONS	485	1,400	1,400	2,000	800
6940	OFFICIAL MEETINGS	80	0	0	500	500
6945	ELECTION	51,648	0	1,100	40,000	200,000
6970	TRAINING	400	1,000	1,000	6,400	6,400
6977	EMPLOYEE SUPPORT	185	200	200	200	200
<b>Total: OPERATING EXPENSES</b>		<b>103,992</b>	<b>54,600</b>	<b>56,300</b>	<b>101,600</b>	<b>260,900</b>
<b>Total:</b>		<b>347,188</b>	<b>242,500</b>	<b>268,500</b>	<b>275,000</b>	<b>438,400</b>
<b>Fund/Division: 0011301</b>		OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				
						13.40 %

## CITY ATTORNEY'S OFFICE

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### **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	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 1500</b>		<b>CITY ATTORNEY</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	46,764	102,700	20,700	105,500	108,000
4014	VACATION SELL BACK	2,120	0	100	0	0
4015	ALLOWANCES	230	200	0	200	200
4021	LONGEVITY PAY	565	0	0	800	800
4241	P.E.R.S	17,478	38,200	7,700	22,500	23,400
4242	NON-PERSABLE COMPENSATION	143	100	0	100	100
4244	MEDICAL/DENTAL INSURANCE	8,279	16,800	4,000	16,800	16,800
4245	LONG TERM DISABILITY	46	100	0	100	100
4247	LIFE INSURANCE	97	100	0	200	200
4250	FICA/HOSPITAL INSURANCE	280	1,500	300	1,500	1,600
4299	VACANCY RATE	0	-4,800	0	-4,400	-4,500
<b>Total: SALARIES &amp; WAGES</b>		<b>76,001</b>	<b>154,900</b>	<b>32,800</b>	<b>143,300</b>	<b>146,700</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	340	600	600	600	600
5125	PRINT SHOP	83	200	0	200	200
<b>Total: SUPPLIES</b>		<b>423</b>	<b>800</b>	<b>600</b>	<b>800</b>	<b>800</b>
<b>OPERATING EXPENSES</b>						
6140	LEGAL	218,779	307,000	291,100	312,000	312,000
6160	CONTRACT SERVICES	172,001	191,400	181,600	194,200	194,200
6505	GENERAL LIABILITY	9,200	9,600	9,600	9,800	10,000
<b>Total: OPERATING EXPENSES</b>		<b>399,980</b>	<b>508,000</b>	<b>482,300</b>	<b>516,000</b>	<b>516,200</b>
<b>Total:</b>		<b>476,404</b>	<b>663,700</b>	<b>515,700</b>	<b>660,100</b>	<b>663,700</b>

**Fund/Division: 0011501**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(0.54) %

## GENERAL CITY

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### **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	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 1700</b>		<b>GENERAL CITY</b>				
<b>SALARIES &amp; WAGES</b>						
4013	VACATION PAY OFF	331,211	145,000	145,000	145,000	145,000
4241	P.E.R.S.	2,173	0	2,400	0	0
4248	RETIREE MEDICAL	859,549	891,800	905,500	900,000	925,000
4249	UNEMPLOYMENT INSURANCE	5,022	25,000	25,000	25,000	25,000
4250	FICA/HOSPITAL INSURANCE	3,685	0	0	2,100	2,100
4251	RETIREE LIFE INS	255	300	200	300	300
4299	VACANCY RATE	0	0	0	-32,200	-32,900
<b>Total: SALARIES &amp; WAGES</b>		<b>1,201,896</b>	<b>1,062,100</b>	<b>1,078,100</b>	<b>1,040,200</b>	<b>1,064,500</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	5,014	6,300	5,400	6,300	6,300
5112	CITY HALL DUPLICATING	12,588	15,000	6,200	15,000	15,000
<b>Total: SUPPLIES</b>		<b>17,602</b>	<b>21,300</b>	<b>11,600</b>	<b>21,300</b>	<b>21,300</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	79,799	35,000	34,800	1,000	1,000
6210	TELEPHONE	41,932	41,800	43,600	44,500	45,400
6505	GENERAL LIABILITY	18,000	18,800	18,800	19,200	19,600
6507	WORKERS' COMPENSATION	1,300	1,300	1,300	1,300	1,300
6930	MEMBERSHIP & PUBLICATIONS	1,532	0	0	11,000	11,000
6977	EMPLOYEE SUPPORT	23,618	41,400	45,600	41,400	41,400
<b>Total: OPERATING EXPENSES</b>		<b>166,182</b>	<b>138,300</b>	<b>144,100</b>	<b>118,400</b>	<b>119,700</b>
<b>SPECIAL PROGRAMS</b>						
7280	DAMAGES TO CITY PROPERTY	9,687	10,000	-54,500	10,000	10,000
7350	OPEB CONTRIBUTION	942,600	1,150,000	1,150,000	1,200,000	1,300,000
7351	ADP PERS CONTRIBUTION	0	0	0	500,000	1,000,000
<b>Total: SPECIAL PROGRAMS</b>		<b>952,287</b>	<b>1,160,000</b>	<b>1,095,500</b>	<b>1,710,000</b>	<b>2,310,000</b>
<b>Total:</b>		<b>2,337,967</b>	<b>2,381,700</b>	<b>2,329,300</b>	<b>2,889,900</b>	<b>3,515,500</b>

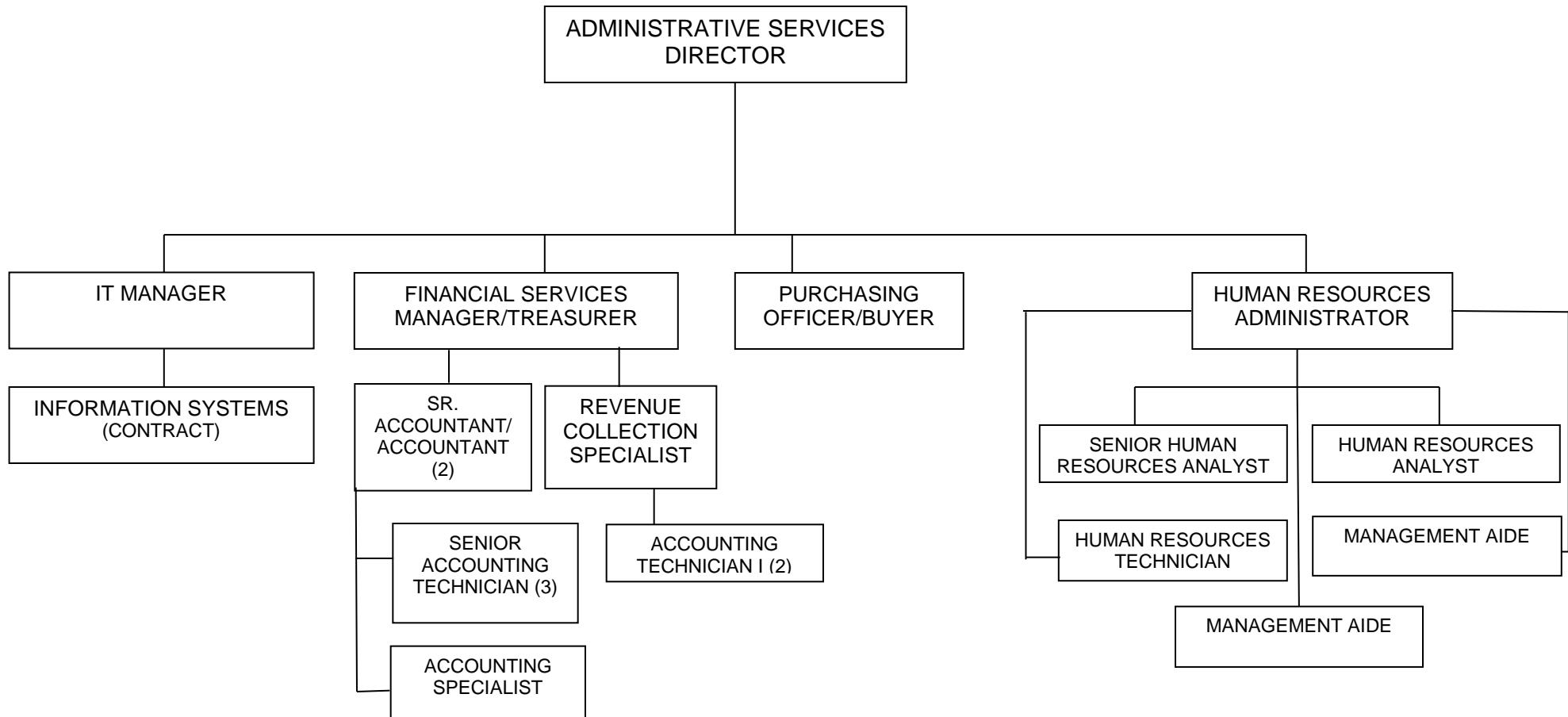
**Fund/Division: 0011701**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

21.34 %

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# ADMINISTRATIVE SERVICES DEPARTMENT



## ADMINISTRATIVE SERVICES DEPARTMENT

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### **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 general 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 as required.

## **FY 2021-22 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 ensure 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 newly upgraded 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. Continue to implement and train staff on the new time scheduling and attendance program that would eliminate manual paper timesheets and provide direct interface with the time scheduling systems at Fire and Police and the City's Pentamation accounting system.
8. Work on implanting the City's new Utility Billing System (TrueBill) by converting the existing data to the new system and configuring it to provide customers with a modern billing software 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.
9. 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 general public.

10. Assist with development of citywide GIS system; decommission of Mapguide GIS once all modules are migrated.
11. Continue to support and enhance City's internal fiber network that connects to remote location includes Fire105/106/107, Public Work, Library, Recreation, Museum.
12. 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.
13. Research and evaluate various electronic bid solicitation software and services to expand the City's vendor pool.
14. Continue to dispose of surplus equipment located in the basement of City Hall and City Council Chambers.
15. Review and establish a procedural manual for solicitation of Request for Proposals/Bids and provide training to all City departments.
16. 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.
17. Continue to collaborate with departments on strategic outreach measures that recruit and retain a diverse and qualified workforce.
18. Complete an informal request for proposals for industrial clinic services including pre-employment physicals and medical services for injured workers.
19. Continue to partner with departments to provide comprehensive training to increase use of technology, link training to core competencies, and mitigate risk exposure.
20. Provide mandatory and compliant training within established timeframes.
21. Continue to enhance the City's Wellness Program to promote workplace wellness and help employees adopt healthy behaviors.
22. Work with each Department and bargaining group on updating and simplifying language in the City's Personnel Rules and Regulations.
23. Meet with the City's 5 labor groups for negotiations and updates for successor Memoranda of Understanding.

## **FY21-22 EMPLOYEE COUNT BY DEPARTMENT**

### *ADMINISTRATIVE SVCS*

<b><i>Position</i></b>	<b><i>FTE</i></b>
Accountant	1.00
Accounting Specialist	1.00
Accounting Technician I	2.00
Administrative Assistant	0.75
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
<b>TOTAL</b>	<b>18.75</b>

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>						
<b>1800 ADMINISTRATIVE SERVICES</b>						
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	1,207,364	1,317,400	1,201,800	1,342,400	1,372,800
4014	VACATION SELL BACK	23,371	5,000	12,100	8,500	8,500
4015	ALLOWANCES	2,172	2,200	2,200	2,200	2,200
4021	LONGEVITY PAY	12,006	11,500	11,800	11,800	13,100
4030	PART-TIME PERS ONLY	0	30,000	23,600	30,000	30,000
4032	PART-TIME NON-PERS	21,354	0	2,700	0	0
4130	OVERTIME	24	0	0	0	0
4241	P.E.R.S.	441,099	521,900	477,200	303,100	308,900
4242	NON-PERSABLE COMPENSATION	4,049	4,400	4,100	4,400	4,400
4244	MEDICAL/DENTAL INSURANCE	218,135	243,000	209,900	239,900	239,900
4245	LONG TERM DISABILITY	1,196	1,600	1,000	1,500	1,500
4247	LIFE INSURANCE	2,614	3,400	2,700	3,300	3,400
4250	FICA/HOSPITAL INSURANCE	20,463	19,700	20,000	19,300	19,600
4299	VACANCY RATE	0	-101,600	0	-58,900	-60,100
<b>Total: SALARIES &amp; WAGES</b>		<b>1,953,847</b>	<b>2,058,500</b>	<b>1,969,100</b>	<b>1,907,500</b>	<b>1,944,200</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	24,189	26,000	17,500	25,400	25,500
5125	PRINT SHOP	276	2,500	900	2,000	2,000
<b>Total: SUPPLIES</b>		<b>24,465</b>	<b>28,500</b>	<b>18,400</b>	<b>27,400</b>	<b>27,500</b>
<b>OPERATING EXPENSES</b>						
6135	LABOR RELATIONS	1,398	80,000	40,000	80,000	80,000
6140	LEGAL	35,350	60,000	70,000	60,000	60,000
6150	RECRUITMENT	27,517	20,000	18,000	20,000	20,000
6151	RECRUITING ADVERTISMENT	3,098	3,000	3,500	4,000	4,000
6152	FINGERPRINTING NEW HIRES	4,854	4,000	2,500	4,000	4,000
6160	CONTRACT SERVICES	884,315	967,275	891,800	1,108,700	1,133,500
6310	MILEAGE	213	400	0	200	200
6505	GENERAL LIABILITY	58,500	61,200	61,200	62,400	63,600
6507	WORKERS' COMPENSATION	68,700	68,700	68,700	70,100	71,500
6730	OFFICE EQUIPMENT	346	11,000	9,000	11,500	11,500
6750	VEHICLE MAINTENANCE	1,176	500	800	600	600
6751	VEHICLE FUEL USAGE	0	100	500	600	600
6752	VEHICLE 3RD PARTY SVC	0	400	100	200	200
6903	PERMITS FEES	1	0	0	0	0
6910	AUDIT	21,661	26,000	27,000	31,500	32,000
6930	MEMBERSHIP & PUBLICATIONS	4,937	4,400	2,930	4,600	4,300
6940	OFFICIAL MEETINGS	7,995	4,300	2,300	10,800	11,100
6960	EQUIPMENT REPLACEMENT	312,993	22,000	104,900	309,900	93,400
6970	TRAINING	12,966	11,900	5,600	10,400	11,400
6971	TUITION REIMBURSEMENT	5,780	14,300	1,700	5,100	5,100
6973	ERGONOMIC EQUIPMENT	5,980	8,000	3,000	8,000	10,000
6977	EMPLOYEE SUPPORT	1,533	1,700	1,700	1,700	1,700
6978	WELLNESS PROGRAM	9,379	10,000	7,000	10,000	20,000
6986	SUPERVISOR TRAINING	4,375	6,000	6,000	16,000	16,000
<b>Total: OPERATING EXPENSES</b>		<b>1,473,069</b>	<b>1,385,175</b>	<b>1,328,230</b>	<b>1,830,300</b>	<b>1,654,700</b>

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>Total Division:</b>		<b>3,451,381</b>	<b>3,472,175</b>	<b>3,315,730</b>	<b>3,765,200</b>	<b>3,626,400</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					8.44 %	

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 1800</b>		<b>ADMIN SVCS-FINANCIAL SVCS</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	465,064	533,000	477,700	544,900	559,100
4014	VACATION SELL BACK	14,177	5,000	8,600	5,000	5,000
4015	ALLOWANCES	242	200	200	200	200
4021	LONGEVITY PAY	7,315	7,500	7,500	7,500	7,500
4130	OVERTIME	24	0	0	0	0
4241	P.E.R.S	171,965	210,400	188,300	128,000	130,500
4242	NON-PERSABLE COMPENSATION	1,213	1,400	1,400	1,500	1,500
4244	MEDICAL/DENTAL INSURANCE	86,561	103,100	88,300	103,100	103,100
4245	LONG TERM DISABILITY	493	700	400	700	700
4247	LIFE INSURANCE	831	1,200	1,000	1,200	1,200
4250	FICA/HOSPITAL INSURANCE	7,905	7,900	7,800	8,100	8,200
4299	VACANCY RATE	0	-50,200	0	-24,000	-24,500
<b>Total: SALARIES &amp; WAGES</b>		<b>755,789</b>	<b>820,200</b>	<b>781,200</b>	<b>776,200</b>	<b>792,500</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	10,379	12,600	7,500	12,000	12,000
5125	PRINT SHOP	88	500	0	500	500
<b>Total: SUPPLIES</b>		<b>10,467</b>	<b>13,100</b>	<b>7,500</b>	<b>12,500</b>	<b>12,500</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	62,784	66,300	100,000	67,800	75,000
6310	MILEAGE	69	100	0	0	0
6505	GENERAL LIABILITY	58,500	61,200	61,200	62,400	63,600
6507	WORKERS' COMPENSATION	68,700	68,700	68,700	70,100	71,500
6730	OFFICE EQUIPMENT	0	1,000	0	0	0
6750	VEHICLE MAINTENANCE	1,176	500	800	600	600
6751	VEHICLE FUEL USAGE	0	100	500	600	600
6752	VEHICLE 3RD PARTY SVC	0	400	100	200	200
6910	AUDIT	21,661	26,000	27,000	31,500	32,000
6930	MEMBERSHIP & PUBLICATIONS	2,822	2,000	1,100	2,000	2,000
6940	OFFICIAL MEETINGS	2,498	800	600	4,500	4,500
6960	EQUIPMENT REPLACEMENT	312,993	22,000	104,900	309,900	93,400
6970	TRAINING	2,699	700	800	1,200	1,200
6971	TUITION REIMBURSEMENT	2,982	4,100	0	0	0
6977	EMPLOYEE SUPPORT	1,533	1,700	1,700	1,700	1,700
<b>Total: OPERATING EXPENSES</b>		<b>538,416</b>	<b>255,600</b>	<b>367,400</b>	<b>552,500</b>	<b>346,300</b>
<b>Total:</b>		<b>1,304,673</b>	<b>1,088,900</b>	<b>1,156,100</b>	<b>1,341,200</b>	<b>1,151,300</b>
<b>Fund/Division: 0011801</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						23.17 %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 1806</b>		<b>ADMIN SVCS-PURCHASING</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	113,638	117,000	117,400	123,200	124,900
4014	VACATION SELL BACK	2,033	0	0	0	0
4015	ALLOWANCES	194	200	200	200	200
4021	LONGEVITY PAY	1,433	1,400	1,400	1,400	1,600
4241	P.E.R.S	41,268	45,200	45,300	28,100	28,500
4242	NON-PERSABLE COMPENSATION	563	600	600	600	600
4244	MEDICAL/DENTAL INSURANCE	20,963	21,000	20,700	21,000	21,000
4245	LONG TERM DISABILITY	101	100	100	100	100
4247	LIFE INSURANCE	334	400	300	400	400
4250	FICA/HOSPITAL INSURANCE	1,765	1,700	1,800	1,800	1,800
4299	VACANCY RATE	0	-5,600	0	-5,300	-5,400
<b>Total: SALARIES &amp; WAGES</b>		<b>182,292</b>	<b>182,000</b>	<b>187,800</b>	<b>171,500</b>	<b>173,700</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	450	500	400	500	500
5125	PRINT SHOP	55	1,500	600	1,000	1,000
<b>Total: SUPPLIES</b>		<b>505</b>	<b>2,000</b>	<b>1,000</b>	<b>1,500</b>	<b>1,500</b>
<b>OPERATING EXPENSES</b>						
6310	MILEAGE	145	200	0	100	200
6730	OFFICE EQUIPMENT	100	1,000	900	500	500
6930	MEMBERSHIP & PUBLICATIONS	130	300	130	200	200
6940	OFFICIAL MEETINGS	0	100	0	0	100
6970	TRAINING	1,443	1,700	0	700	1,700
6971	TUITION REIMBURSEMENT	0	5,100	0	5,100	5,100
<b>Total: OPERATING EXPENSES</b>		<b>1,818</b>	<b>8,400</b>	<b>1,030</b>	<b>6,600</b>	<b>7,800</b>
<b>Total:</b>		<b>184,615</b>	<b>192,400</b>	<b>189,830</b>	<b>179,600</b>	<b>183,000</b>
<b>Fund/Division: 0011806</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						(6.65) %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 1807</b>		<b>ADMIN SVCS-TREASURER</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	206,836	213,100	210,200	219,800	224,700
4014	VACATION SELL BACK	2,587	0	3,500	3,500	3,500
4021	LONGEVITY PAY	1,653	1,900	2,000	2,200	3,300
4032	PART-TIME NON-PERS	100	0	0	0	0
4241	P.E.R.S	74,872	82,200	81,000	50,100	51,400
4242	NON-PERSABLE COMPENSATION	237	300	200	300	300
4244	MEDICAL/DENTAL INSURANCE	46,180	47,100	43,300	47,000	47,000
4245	LONG TERM DISABILITY	286	400	200	300	300
4247	LIFE INSURANCE	308	400	300	400	400
4250	FICA/HOSPITAL INSURANCE	3,437	3,100	3,500	3,200	3,300
4299	VACANCY RATE	0	-9,700	0	-9,800	-10,000
<b>Total: SALARIES &amp; WAGES</b>		<b>336,496</b>	<b>338,800</b>	<b>344,200</b>	<b>317,000</b>	<b>324,200</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	9,729	8,900	6,500	8,900	9,000
<b>Total: SUPPLIES</b>		<b>9,729</b>	<b>8,900</b>	<b>6,500</b>	<b>8,900</b>	<b>9,000</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	243,270	297,600	212,800	285,100	290,000
6310	MILEAGE	0	100	0	100	0
6730	OFFICE EQUIPMENT	0	500	100	500	500
6930	MEMBERSHIP & PUBLICATIONS	300	400	200	600	300
6940	OFFICIAL MEETINGS	565	400	200	2,300	2,500
6970	TRAINING	0	500	300	500	500
6971	TUITION REIMBURSEMENT	2,798	5,100	1,700	0	0
<b>Total: OPERATING EXPENSES</b>		<b>246,934</b>	<b>304,600</b>	<b>215,300</b>	<b>289,100</b>	<b>293,800</b>
<b>Total:</b>		<b>593,159</b>	<b>652,300</b>	<b>566,000</b>	<b>615,000</b>	<b>627,000</b>

**Fund/Division: 0011807**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(5.72) %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 1808</b>		<b>ADMIN SVCS-INFO SVCS</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	152,011	155,300	157,100	162,300	163,500
4014	VACATION SELL BACK	2,033	0	0	0	0
4015	ALLOWANCES	1,162	1,200	1,200	1,200	1,200
4021	LONGEVITY PAY	331	300	300	300	300
4241	P.E.R.S	54,277	59,100	59,600	36,100	36,500
4242	NON-PERSABLE COMPENSATION	760	800	800	800	800
4244	MEDICAL/DENTAL INSURANCE	20,964	21,000	20,100	21,000	21,000
4245	LONG TERM DISABILITY	101	100	100	100	100
4247	LIFE INSURANCE	415	500	400	500	500
4250	FICA/HOSPITAL INSURANCE	2,554	2,300	2,600	2,400	2,400
4299	VACANCY RATE	0	-7,200	0	-6,700	-6,800
<b>Total: SALARIES &amp; WAGES</b>		<b>234,607</b>	<b>233,400</b>	<b>242,200</b>	<b>218,000</b>	<b>219,500</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	77	0	100	0	0
<b>Total: SUPPLIES</b>		<b>77</b>	<b>0</b>	<b>100</b>	<b>0</b>	<b>0</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	505,664	519,000	519,000	675,800	688,500
6730	OFFICE EQUIPMENT	60	8,000	8,000	10,000	10,000
<b>Total: OPERATING EXPENSES</b>		<b>505,724</b>	<b>527,000</b>	<b>527,000</b>	<b>685,800</b>	<b>698,500</b>
<b>Total:</b>		<b>740,408</b>	<b>760,400</b>	<b>769,300</b>	<b>903,800</b>	<b>918,000</b>

Fund/Division: 0011808

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

18.86 %

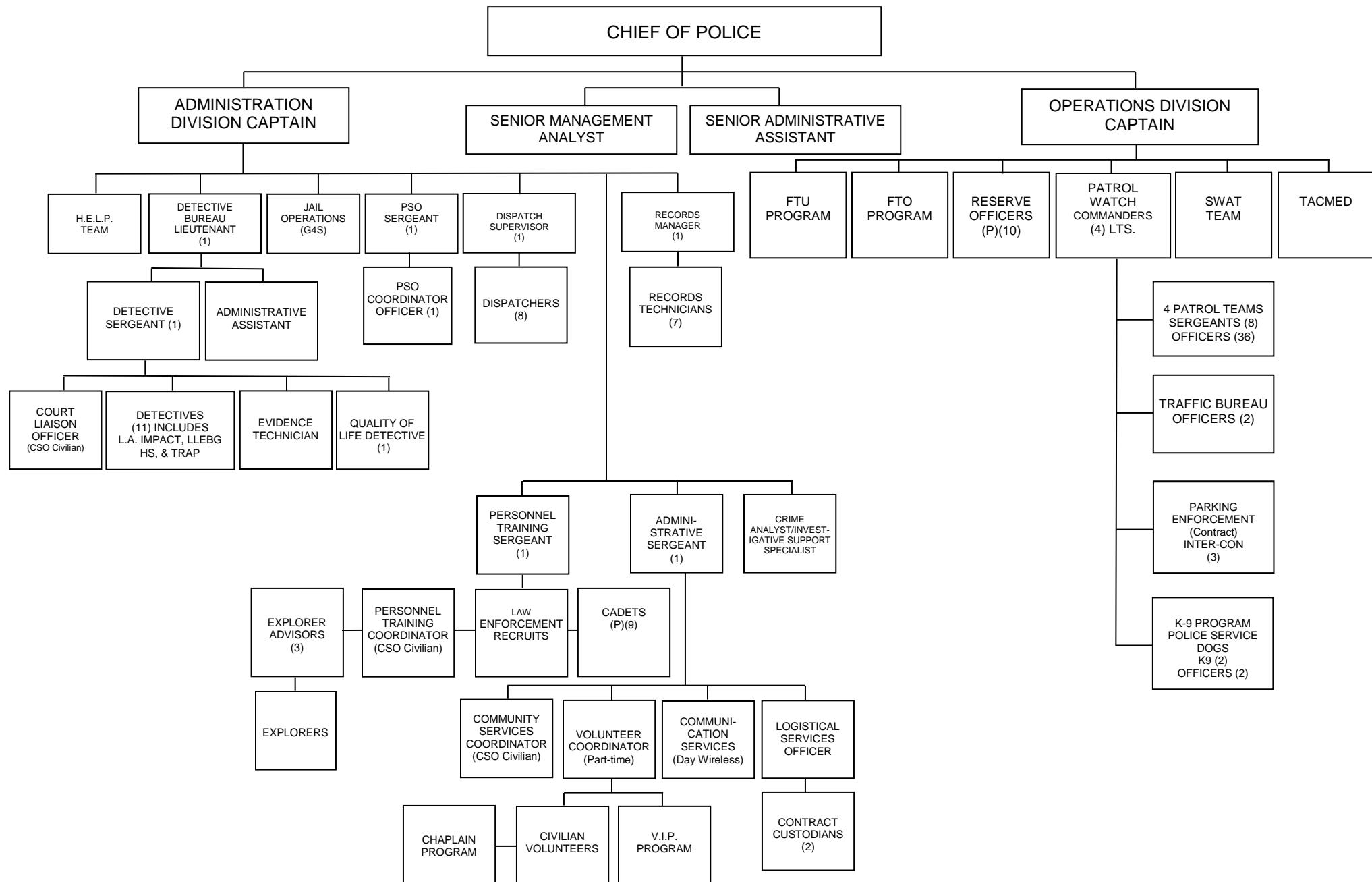
ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 1810</b>		<b>ADMIN SVCS-HUMAN RESOURCE</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	269,816	299,000	239,400	292,200	300,600
4014	VACATION SELL BACK	2,541	0	0	0	0
4015	ALLOWANCES	575	600	600	600	600
4021	LONGEVITY PAY	1,274	400	600	400	400
4030	PART-TIME PERS ONLY	0	30,000	23,600	30,000	30,000
4032	PART-TIME NON-PERS	21,254	0	2,700	0	0
4241	P.E.R.S	98,717	125,000	103,000	60,800	62,000
4242	NON-PERSABLE COMPENSATION	1,276	1,300	1,100	1,200	1,200
4244	MEDICAL/DENTAL INSURANCE	43,467	50,800	37,500	47,800	47,800
4245	LONG TERM DISABILITY	215	300	200	300	300
4247	LIFE INSURANCE	726	900	700	800	900
4250	FICA/HOSPITAL INSURANCE	4,802	4,700	4,300	3,800	3,900
4299	VACANCY RATE	0	-28,900	0	-13,100	-13,400
<b>Total: SALARIES &amp; WAGES</b>		<b>444,662</b>	<b>484,100</b>	<b>413,700</b>	<b>424,800</b>	<b>434,300</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	3,554	4,000	3,000	4,000	4,000
5125	PRINT SHOP	132	500	300	500	500
<b>Total: SUPPLIES</b>		<b>3,686</b>	<b>4,500</b>	<b>3,300</b>	<b>4,500</b>	<b>4,500</b>
<b>OPERATING EXPENSES</b>						
6135	LABOR RELATIONS	1,398	80,000	40,000	80,000	80,000
6140	LEGAL	35,350	60,000	70,000	60,000	60,000
6150	RECRUITMENT	27,517	20,000	18,000	20,000	20,000
6151	RECRUITING ADVERTISMENT	3,098	3,000	3,500	4,000	4,000
6152	FINGERPRINTING NEW HIRES	4,854	4,000	2,500	4,000	4,000
6160	CONTRACT SERVICES	72,597	84,375	60,000	80,000	80,000
6730	OFFICE EQUIPMENT	186	500	0	500	500
6903	PERMITS FEES	1	0	0	0	0
6930	MEMBERSHIP & PUBLICATIONS	1,685	1,700	1,500	1,800	1,800
6940	OFFICIAL MEETINGS	4,932	3,000	1,500	4,000	4,000
6970	TRAINING	8,823	9,000	4,500	8,000	8,000
6973	ERGONOMIC EQUIPMENT	5,980	8,000	3,000	8,000	10,000
6978	WELLNESS PROGRAM	9,379	10,000	7,000	10,000	20,000
6986	SUPERVISOR TRAINING	4,375	6,000	6,000	16,000	16,000
<b>Total: OPERATING EXPENSES</b>		<b>180,177</b>	<b>289,575</b>	<b>217,500</b>	<b>296,300</b>	<b>308,300</b>
<b>Total:</b>		<b>628,526</b>	<b>778,175</b>	<b>634,500</b>	<b>725,600</b>	<b>747,100</b>

**Fund/Division: 0011810**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(6.76) %

# POLICE DEPARTMENT



## POLICE DEPARTMENT

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### 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.
- 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 arrest and control techniques.

### 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, Professional Standards Office, Jail Operations, and Dispatch.

- Detective Bureau conducts follow-up investigation and gathering of evidence to assist in the prosecution of criminal offenses.
- 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.
- Professional Standards Office provides guidance on subjects impacts law enforcement operations including but not limited to pending reform, transparency requirements, reporting guidelines, operating policies and procedures, and technology needs.
- The Homeless Engagement Liaison Program (“HELP”) Team collaborates with the City’s Homelessness Case Manager who operates out of the Parks and Recreation Department. HELP officers engage with persons experiencing homelessness in order to address health and safety issues in the community, as well as other quality of life issues.

## FY 2021-22 WORK PLAN

1. Recruit and train all sworn and non-sworn staff within the confines of the FY 2021-22 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 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. After being inactive for one year due to the COVID-19 pandemic, re-establish 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. Continue the expansion of our Automated License Plate Readers (ALPRs) through the Department's strategic build-out plan to combat criminal activity, enhance productivity, and improve officer safety through an increased collection of vehicle license plate information.
17. 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.
18. 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.
19. 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.
20. Monitor compliance of massage therapy related businesses.
21. Establish participation in the Taskforce for Regional Auto-theft Prevention (TRAP) Program by dedicating one full-time Police Officer to help deter crime in the City, specifically, Auto Theft.
22. 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.
23. Implement a Stop Data Collection Program to become compliant with the 2015 Racial Identity Profiling Act (RIPA), which requires the Department to

collect data elements for individuals stopped by police and consensual encounters that resulted in a search.

24. Continue the establishment of the new Professional Standards Office (PSO) to provide guidance on subject matters impacting law enforcement operations such as pending reforms, transparency requirements, reporting guidelines, policies and procedures, and technology needs, amongst others.

25. Procure and implement body-worn cameras to enhance police services by utilizing advanced technology as a force multiplier, ensuring a transparent and accountable workforce, and increasing Department efficiency.

## **FY21-22 EMPLOYEE COUNT BY DEPARTMENT**

### **POLICE DEPT**

<b><i>Position</i></b>	<b><i>FTE</i></b>
Administrative Assistant	1.00
Community Services Officer	3.00
Crime Analyst/Investigative Support Specialist	1.00
Dispatch Services Supervisor	1.00
Dispatcher I	2.00
Dispatcher II	6.00
Logistical Services Officer	1.00
Police Captain	2.00
Police Chief	1.00
Police Lieutenant	5.00
Police Officer	52.00
Police Record Manager	1.00
Police Records Technician I	2.00
Police Records Technician II	5.00
Police Sergeant	12.00
Property, Evidence, Crime Technician	1.00
Senior Administrative Assistant	1.00
Senior Management Analyst	1.00

## **FY21-22 EMPLOYEE COUNT BY DEPARTMENT**

### **POLICE DEPT**

<i>Position</i>	<i>FTE</i>
<b>TOTAL</b>	<b>98.00</b>

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>	<b>2100 POLICE</b>					
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	9,040,180	9,455,700	8,509,600	9,231,900	9,432,200
4011	SPECIALIST PAY	193,723	203,800	169,900	163,000	163,000
4014	VACATION SELL BACK	210,579	208,300	190,400	218,000	218,000
4015	ALLOWANCES	6,482	4,800	5,700	4,800	4,800
4021	LONGEVITY PAY	114,003	114,100	102,800	106,600	114,100
4025	RESERVE OFFICER REG PAY	46,440	80,000	6,000	80,000	80,000
4030	PART-TIME PERS ONLY	39,586	64,200	25,200	44,500	44,500
4032	PART-TIME NON-PERS	55,005	85,300	69,900	106,600	106,600
4130	OVERTIME	668,175	723,100	728,800	772,700	772,700
4131	OVERTIME-DIRECTED ENFORCM	45,599	76,300	76,300	76,300	76,300
4134	SPECIAL DUTY	157,703	103,600	4,100	103,600	103,600
4137	OVERTIME-REIMBURSABLE	16,968	45,100	16,600	45,000	45,000
4138	HOLIDAY PAY	292,004	319,700	320,900	304,800	311,700
4141	RACETRACK CONTROL	92,353	82,700	20,000	168,500	168,500
4143	BAND REVIEW	10,288	13,600	0	12,000	12,000
4144	FILMING	39,492	36,200	10,300	36,200	36,200
4241	P.E.R.S	5,724,934	6,572,200	5,781,000	3,978,000	3,996,300
4242	NON-PERSABLE COMPENSATIOI	33,773	6,500	60,200	82,700	82,800
4244	MEDICAL/DENTAL INSURANCE	1,169,591	1,380,400	1,101,700	1,382,100	1,382,100
4245	LONG TERM DISABILITY	12,609	13,900	11,600	13,900	13,900
4247	LIFE INSURANCE	8,785	9,500	8,200	9,900	9,900
4250	FICA/HOSPITAL INSURANCE	155,902	168,600	143,500	165,600	168,600
4299	VACANCY RATE	0	-910,900	0	-513,300	-520,300
<b>Total: SALARIES &amp; WAGES</b>		<b>18,134,174</b>	<b>18,856,700</b>	<b>17,362,700</b>	<b>16,593,400</b>	<b>16,822,500</b>
SUPPLIES						
5110	OFFICE SUPPLIES	57,325	55,300	55,300	55,300	55,300
5125	PRINT SHOP	6,586	12,000	12,000	10,000	10,000
5230	BUILDING AND GROUNDS	59,618	58,300	57,500	58,300	58,300
5260	FIELDS	84,362	77,700	78,000	83,200	83,200
5261	SWAT FIELD	18,229	22,100	22,100	22,100	22,100
5262	SAFETY EQUIPMENT	9,439	21,600	21,600	21,600	21,600
5263	FTU SUPPLIES	125,555	127,700	127,700	127,700	127,700
5270	LABORATORY	11,567	11,000	11,000	11,000	11,000
5272	PRISONER	10,362	15,000	15,000	15,000	15,000
5280	UNIFORM	159,170	167,000	159,500	163,000	163,000
5320	COMMUNICATIONS	27,543	27,400	27,600	27,400	27,400
<b>Total: SUPPLIES</b>		<b>569,757</b>	<b>595,100</b>	<b>587,300</b>	<b>594,600</b>	<b>594,600</b>
OPERATING EXPENSES						
6130	INVESTIGATION	30,900	37,100	37,000	37,000	37,000
6160	CONTRACT SERVICES	1,253,886	1,807,200	1,386,900	1,775,800	1,788,900
6210	TELEPHONE	81,732	84,700	89,300	114,100	116,400
6505	GENERAL LIABILITY	378,700	396,400	396,400	401,800	409,800
6507	WORKERS' COMPENSATION	408,400	408,400	408,400	413,600	421,900
6611	ELECTRIC	156,750	166,000	184,900	199,700	209,700
6612	GAS	15,551	16,600	16,800	17,600	18,500
6614	WATER	10,739	14,000	15,000	15,000	15,000
6730	OFFICE EQUIPMENT	7,717	14,100	14,100	14,700	14,700
6750	VEHICLE MAINTENANCE	520,970	245,000	299,600	294,500	296,100

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
6751	VEHICLE FUEL USAGE	0	120,600	124,200	130,500	130,500
6752	VEHICLE 3RD PARTY SVC	0	95,400	62,100	58,200	58,400
6760	BUILDING REPAIR & MAINT	37,878	33,400	33,400	33,400	33,400
6930	MEMBERSHIP & PUBLICATIONS	5,086	5,500	5,900	5,500	5,500
6940	OFFICIAL MEETINGS	15,632	54,800	10,300	54,800	54,800
6960	EQUIPMENT REPLACEMENT	561,989	399,100	293,500	552,300	464,600
6970	TRAINING	51,604	70,400	70,400	70,400	70,400
6971	TUITION REIMBURSEMENT	21,295	17,000	17,000	17,000	17,000
6972	STC TRAINING	230	1,000	0	1,000	1,000
6974	K9 TRAINING	468	7,200	13,500	13,800	13,800
6975	SWAT TRAINING	2,101	3,000	0	3,000	3,000
6976	LER POLICE ACADEMY	51	18,000	18,000	18,000	18,000
6977	EMPLOYEE SUPPORT	4,721	5,200	5,100	5,200	5,200
<b>Total: OPERATING EXPENSES</b>		<b>3,566,401</b>	<b>4,020,100</b>	<b>3,501,800</b>	<b>4,246,900</b>	<b>4,203,600</b>
SPECIAL PROGRAMS						
7157	CHAPLAIN PROGRAM	0	500	0	500	500
7158	EXPLORER PROGRAM	0	1,000	0	1,000	1,000
<b>Total: SPECIAL PROGRAMS</b>		<b>0</b>	<b>1,500</b>	<b>0</b>	<b>1,500</b>	<b>1,500</b>
<b>Total Division:</b>		<b>22,270,331</b>	<b>23,473,400</b>	<b>21,451,800</b>	<b>21,436,400</b>	<b>21,622,200</b>

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR (8.68)%

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 2101</b>		<b>POLICE-ADMIN</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	775,505	782,700	774,800	764,500	775,100
4011	SPECIALIST PAY	8,096	8,000	8,100	8,000	8,000
4014	VACATION SELL BACK	32,972	24,000	24,000	24,000	24,000
4015	ALLOWANCES	1,936	1,900	2,000	1,900	1,900
4021	LONGEVITY PAY	9,788	10,700	9,700	9,800	9,800
4130	OVERTIME	14,762	27,300	3,500	27,300	27,300
4138	HOLIDAY PAY	7,735	8,300	8,300	8,000	8,100
4241	P.E.R.S.	461,696	507,000	503,100	319,300	312,400
4242	NON-PERSABLE COMPENSATION	3,214	2,600	3,800	3,700	3,700
4244	MEDICAL/DENTAL INSURANCE	88,834	91,300	89,600	91,300	91,300
4245	LONG TERM DISABILITY	600	700	600	700	700
4247	LIFE INSURANCE	1,537	1,700	1,500	1,700	1,700
4250	FICA/HOSPITAL INSURANCE	12,434	12,400	12,900	12,200	12,300
4299	VACANCY RATE	0	-71,600	0	-38,200	-38,300
<b>Total: SALARIES &amp; WAGES</b>		<b>1,419,109</b>	<b>1,407,000</b>	<b>1,441,900</b>	<b>1,234,200</b>	<b>1,238,000</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	1,251	3,300	3,300	3,300	3,300
5280	UNIFORM	3,309	4,100	4,100	4,100	4,100
<b>Total: SUPPLIES</b>		<b>4,560</b>	<b>7,400</b>	<b>7,400</b>	<b>7,400</b>	<b>7,400</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	21,870	44,400	0	0	0
6505	GENERAL LIABILITY	378,700	396,400	396,400	401,800	409,800
6730	OFFICE EQUIPMENT	0	600	600	600	600
6750	VEHICLE MAINTENANCE	24,325	12,300	15,000	15,000	15,500
6751	VEHICLE FUEL USAGE	0	6,900	6,000	6,000	6,000
6752	VEHICLE 3RD PARTY SVC	0	3,700	1,900	1,900	2,000
6930	MEMBERSHIP & PUBLICATIONS	0	0	400	0	0
6940	OFFICIAL MEETINGS	1,261	1,200	0	1,200	1,200
6960	EQUIPMENT REPLACEMENT	561,989	399,100	293,500	552,300	464,600
6977	EMPLOYEE SUPPORT	4,721	5,200	5,100	5,200	5,200
<b>Total: OPERATING EXPENSES</b>		<b>992,866</b>	<b>869,800</b>	<b>718,900</b>	<b>984,000</b>	<b>904,900</b>
<b>Total:</b>		<b>2,416,535</b>	<b>2,284,200</b>	<b>2,168,200</b>	<b>2,225,600</b>	<b>2,150,300</b>

**Fund/Division: 0012101**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(2.57) %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 2102</b>		<b>POLICE-BUILDING</b>				
SUPPLIES						
5230	BUILDING AND GROUNDS	59,618	58,300	57,500	58,300	58,300
<b>Total: SUPPLIES</b>		<b>59,618</b>	<b>58,300</b>	<b>57,500</b>	<b>58,300</b>	<b>58,300</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	153,730	189,700	189,700	196,800	196,800
6611	ELECTRIC	156,750	166,000	184,900	199,700	209,700
6612	GAS	15,551	16,600	16,800	17,600	18,500
6614	WATER	10,739	14,000	15,000	15,000	15,000
6750	VEHICLE MAINTENANCE	6,954	2,500	3,300	3,300	3,300
6751	VEHICLE FUEL USAGE	0	900	700	700	700
6752	VEHICLE 3RD PARTY SVC	0	1,300	700	700	700
6760	BUILDING REPAIR & MAINT	37,878	33,400	33,400	33,400	33,400
6930	MEMBERSHIP & PUBLICATIONS	130	0	0	0	0
<b>Total: OPERATING EXPENSES</b>		<b>381,733</b>	<b>424,400</b>	<b>444,500</b>	<b>467,200</b>	<b>478,100</b>
<b>Total:</b>		<b>441,352</b>	<b>482,700</b>	<b>502,000</b>	<b>525,500</b>	<b>536,400</b>
<b>Fund/Division: 0012102</b>						8.87 %
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 2103</b>	<b>POLICE-COMMUNICATION</b>					
SALARIES & WAGES						
<b>Total: SALARIES &amp; WAGES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
SUPPLIES						
5320 COMMUNICATIONS		9,775	10,000	10,000	10,000	10,000
<b>Total: SUPPLIES</b>		<b>9,775</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
OPERATING EXPENSES						
6160 CONTRACT SERVICES		113,149	112,800	92,800	112,800	112,800
6210 TELEPHONE		81,732	84,700	89,300	114,100	116,400
<b>Total: OPERATING EXPENSES</b>		<b>194,881</b>	<b>197,500</b>	<b>182,100</b>	<b>226,900</b>	<b>229,200</b>
<b>Total:</b>		<b>204,656</b>	<b>207,500</b>	<b>192,100</b>	<b>236,900</b>	<b>239,200</b>

**Fund/Division: 0012103**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

14.17 %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 2104</b>		<b>POLICE-TRAFFIC</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	113,722	171,300	0	163,200	171,300
4011	SPECIALIST PAY	6,592	10,000	0	0	0
4014	VACATION SELL BACK	14,550	16,000	0	12,000	12,000
4021	LONGEVITY PAY	1,188	0	0	0	0
4130	OVERTIME	2,303	23,100	3,900	23,100	23,100
4138	HOLIDAY PAY	8,658	6,600	6,600	6,300	6,600
4141	RACETRACK CONTROL	92,353	82,700	20,000	168,500	168,500
4143	BAND REVIEW	10,288	13,600	0	12,000	12,000
4241	P.E.R.S.	79,620	115,000	0	66,400	70,900
4242	NON-PERSABLE COMPENSATION	0	0	0	2,400	2,400
4244	MEDICAL/DENTAL INSURANCE	16,227	29,600	0	29,600	29,600
4245	LONG TERM DISABILITY	213	300	0	300	300
4247	LIFE INSURANCE	73	100	0	100	100
4250	FICA/HOSPITAL INSURANCE	3,686	5,800	100	5,600	5,700
4299	VACANCY RATE	0	-92,200	0	-14,700	-15,100
<b>Total: SALARIES &amp; WAGES</b>		<b>349,473</b>	<b>381,900</b>	<b>30,600</b>	<b>474,800</b>	<b>487,400</b>
<b>SUPPLIES</b>						
5260	FIELDS	334	3,700	0	3,700	3,700
5280	UNIFORM	2,500	2,000	0	2,000	2,000
<b>Total: SUPPLIES</b>		<b>2,834</b>	<b>5,700</b>	<b>0</b>	<b>5,700</b>	<b>5,700</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	148,977	220,000	165,000	237,200	237,200
6750	VEHICLE MAINTENANCE	10,025	6,400	6,700	7,500	7,500
6751	VEHICLE FUEL USAGE	0	2,500	800	1,000	1,000
6752	VEHICLE 3RD PARTY SVC	0	3,400	500	1,000	1,000
<b>Total: OPERATING EXPENSES</b>		<b>159,002</b>	<b>232,300</b>	<b>173,000</b>	<b>246,700</b>	<b>246,700</b>
<b>Total:</b>		<b>511,309</b>	<b>619,900</b>	<b>203,600</b>	<b>727,200</b>	<b>739,800</b>
<b>Fund/Division: 0012104</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						17.31 %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 2105</b>		<b>POLICE-INVESTIGATION</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	1,446,396	1,643,900	1,264,900	1,383,300	1,383,300
4011	SPECIALIST PAY	74,697	75,900	57,500	59,200	59,200
4014	VACATION SELL BACK	41,347	39,000	39,000	39,000	39,000
4015	ALLOWANCES	0	1,000	400	1,000	1,000
4021	LONGEVITY PAY	23,671	27,300	20,700	22,600	23,700
4032	PART-TIME NON-PERS	25,801	0	0	0	0
4130	OVERTIME	76,294	92,600	92,600	92,600	92,600
4137	OVERTIME-REIMBURSABLE	13,296	40,000	16,600	40,000	40,000
4138	HOLIDAY PAY	51,584	58,400	58,400	47,500	47,600
4241	P.E.R.S.	1,011,698	1,263,600	947,700	668,100	648,400
4242	NON-PERSABLE COMPENSATION	4,233	800	8,800	12,800	12,800
4244	MEDICAL/DENTAL INSURANCE	192,864	220,200	168,600	190,600	190,600
4245	LONG TERM DISABILITY	2,154	2,300	1,800	2,000	2,000
4247	LIFE INSURANCE	717	1,400	800	1,300	1,300
4250	FICA/HOSPITAL INSURANCE	23,910	28,700	22,700	24,400	24,400
4299	VACANCY RATE	0	-163,000	0	-77,500	-77,000
<b>Total: SALARIES &amp; WAGES</b>		<b>2,988,661</b>	<b>3,332,100</b>	<b>2,700,500</b>	<b>2,506,900</b>	<b>2,488,900</b>
<b>SUPPLIES</b>						
5260	FIELDS	15,637	19,800	19,800	19,800	19,800
5280	UNIFORM	15,146	19,300	14,100	14,000	14,000
<b>Total: SUPPLIES</b>		<b>30,784</b>	<b>39,100</b>	<b>33,900</b>	<b>33,800</b>	<b>33,800</b>
<b>OPERATING EXPENSES</b>						
6130	INVESTIGATION	30,900	37,100	37,000	37,000	37,000
6160	CONTRACT SERVICES	61,407	76,900	76,900	65,600	65,600
6750	VEHICLE MAINTENANCE	74,990	32,500	41,100	35,000	35,000
6751	VEHICLE FUEL USAGE	0	11,600	11,000	12,000	12,000
6752	VEHICLE 3RD PARTY SVC	0	18,400	23,300	18,000	18,000
<b>Total: OPERATING EXPENSES</b>		<b>167,296</b>	<b>176,500</b>	<b>189,300</b>	<b>167,600</b>	<b>167,600</b>
<b>Total:</b>		<b>3,186,741</b>	<b>3,547,700</b>	<b>2,923,700</b>	<b>2,708,300</b>	<b>2,690,300</b>
<b>Fund/Division: 0012105</b>		OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				
		(23.66) %				

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 2106</b>		<b>POLICE-LABORATORY</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	76,525	75,900	76,200	75,900	75,900
4021	LONGEVITY PAY	1,653	1,600	1,600	1,600	1,600
4130	OVERTIME	1,148	2,800	0	2,800	2,800
4138	HOLIDAY PAY	745	3,000	3,000	3,000	3,000
4241	P.E.R.S	29,982	32,400	31,100	20,500	20,000
4244	MEDICAL/DENTAL INSURANCE	13,030	13,100	12,500	13,100	13,100
4245	LONG TERM DISABILITY	84	100	100	100	100
4247	LIFE INSURANCE	59	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	1,333	1,200	1,300	1,200	1,200
4299	VACANCY RATE	0	-3,800	0	-3,500	-3,500
<b>Total: SALARIES &amp; WAGES</b>		<b>124,558</b>	<b>126,400</b>	<b>125,900</b>	<b>114,800</b>	<b>114,300</b>
<b>SUPPLIES</b>						
5270	LABORATORY	11,567	11,000	11,000	11,000	11,000
<b>Total: SUPPLIES</b>		<b>11,567</b>	<b>11,000</b>	<b>11,000</b>	<b>11,000</b>	<b>11,000</b>
<b>Total:</b>		<b>136,124</b>	<b>137,400</b>	<b>136,900</b>	<b>125,800</b>	<b>125,300</b>

**Fund/Division: 0012106**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(8.44) %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 2107</b>		<b>POLICE-PATROL</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	5,166,397	5,235,900	5,015,700	5,184,300	5,332,300
4011	SPECIALIST PAY	63,932	68,800	62,300	63,700	63,700
4014	VACATION SELL BACK	112,133	104,300	104,000	110,000	110,000
4015	ALLOWANCES	4,545	1,900	3,300	1,900	1,900
4021	LONGEVITY PAY	48,612	44,200	43,800	44,000	49,000
4025	RESERVE OFFICER REG PAY	46,440	80,000	6,000	80,000	80,000
4130	OVERTIME	402,607	420,200	375,000	420,200	420,200
4131	OVERTIME-DIRECTED ENFORCM	45,599	76,300	76,300	76,300	76,300
4134	SPECIAL DUTY	157,703	103,600	4,100	103,600	103,600
4137	OVERTIME-REIMBURSABLE	3,672	5,100	0	5,000	5,000
4138	HOLIDAY PAY	163,804	185,500	185,500	178,000	182,900
4144	FILMING	39,492	36,200	10,300	36,200	36,200
4241	P.E.R.S.	3,423,217	3,832,200	3,592,400	2,351,600	2,390,600
4242	NON-PERSABLE COMPENSATION	23,930	2,600	43,800	57,300	57,400
4244	MEDICAL/DENTAL INSURANCE	588,340	714,200	568,700	730,600	730,600
4245	LONG TERM DISABILITY	7,531	8,000	7,400	8,100	8,100
4247	LIFE INSURANCE	4,968	4,400	4,500	4,900	4,900
4250	FICA/HOSPITAL INSURANCE	87,897	92,300	80,800	91,400	93,700
4299	VACANCY RATE	0	-431,700	0	-286,400	-292,400
<b>Total: SALARIES &amp; WAGES</b>		<b>10,390,819</b>	<b>10,584,000</b>	<b>10,183,900</b>	<b>9,260,700</b>	<b>9,454,000</b>
<b>SUPPLIES</b>						
5260	FIELDS	31,605	25,000	25,000	25,000	25,000
5261	SWAT FIELD	18,229	22,100	22,100	22,100	22,100
5262	SAFETY EQUIPMENT	8,729	20,000	20,000	20,000	20,000
5263	FTU SUPPLIES	125,555	127,700	127,700	127,700	127,700
5272	PRISONER	10,362	15,000	15,000	15,000	15,000
5280	UNIFORM	130,826	129,000	129,000	129,000	129,000
<b>Total: SUPPLIES</b>		<b>325,307</b>	<b>338,800</b>	<b>338,800</b>	<b>338,800</b>	<b>338,800</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	611,056	976,900	718,000	1,013,900	1,027,000
6507	WORKERS' COMPENSATION	408,400	408,400	408,400	413,600	421,900
6750	VEHICLE MAINTENANCE	397,554	187,300	229,000	229,000	230,000
6751	VEHICLE FUEL USAGE	0	97,700	105,000	110,000	110,000
6752	VEHICLE 3RD PARTY SVC	0	65,700	35,000	35,000	35,000
<b>Total: OPERATING EXPENSES</b>		<b>1,417,010</b>	<b>1,736,000</b>	<b>1,495,400</b>	<b>1,801,500</b>	<b>1,823,900</b>
<b>Total:</b>		<b>12,133,136</b>	<b>12,658,800</b>	<b>12,018,100</b>	<b>11,401,000</b>	<b>11,616,700</b>

**Fund/Division: 0012107**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(9.94) %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 2108</b>		<b>POLICE-RECORDS</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	401,862	431,100	406,400	441,300	447,300
4011	SPECIALIST PAY	8,376	4,500	10,300	4,500	4,500
4014	VACATION SELL BACK	1,083	5,000	0	3,000	3,000
4021	LONGEVITY PAY	7,360	7,600	7,700	9,000	9,800
4130	OVERTIME	3,737	13,000	7,000	13,000	13,000
4138	HOLIDAY PAY	13,543	12,900	12,900	13,400	13,600
4241	P.E.R.S	156,758	176,300	166,100	108,600	109,500
4242	NON-PERSABLE COMPENSATION	529	500	500	500	500
4244	MEDICAL/DENTAL INSURANCE	98,521	108,900	96,000	108,900	108,900
4245	LONG TERM DISABILITY	618	800	500	800	800
4247	LIFE INSURANCE	675	800	600	800	800
4250	FICA/HOSPITAL INSURANCE	6,202	6,100	5,900	6,200	6,300
4299	VACANCY RATE	0	-58,700	0	-21,300	-21,500
<b>Total: SALARIES &amp; WAGES</b>		<b>699,263</b>	<b>708,800</b>	<b>713,900</b>	<b>688,700</b>	<b>696,500</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	56,074	52,000	52,000	52,000	52,000
5125	PRINT SHOP	6,586	12,000	12,000	10,000	10,000
5280	UNIFORM	3,086	6,000	6,000	6,000	6,000
<b>Total: SUPPLIES</b>		<b>65,746</b>	<b>70,000</b>	<b>70,000</b>	<b>68,000</b>	<b>68,000</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	66,468	80,000	80,000	84,100	84,100
6730	OFFICE EQUIPMENT	2,104	7,000	7,000	7,000	7,000
6940	OFFICIAL MEETINGS	366	600	0	600	600
<b>Total: OPERATING EXPENSES</b>		<b>68,938</b>	<b>87,600</b>	<b>87,000</b>	<b>91,700</b>	<b>91,700</b>
<b>Total:</b>		<b>833,947</b>	<b>866,400</b>	<b>870,900</b>	<b>848,400</b>	<b>856,200</b>
<b>Fund/Division: 0012108</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						(2.08) %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 2109</b>		<b>POLICE-COMMUNITY AFFAIRS</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	66,879	59,300	36,400	49,900	52,400
4014	VACATION SELL BACK	0	0	1,200	0	0
4021	LONGEVITY PAY	1,653	1,600	800	0	0
4030	PART-TIME PERS ONLY	16,345	23,000	15,800	23,000	23,000
4130	OVERTIME	2,430	2,800	0	2,400	2,400
4138	HOLIDAY PAY	1,171	2,300	2,300	1,900	2,000
4241	P.E.R.S	32,003	25,400	21,600	10,900	11,700
4244	MEDICAL/DENTAL INSURANCE	12,859	13,100	6,400	13,100	13,100
4245	LONG TERM DISABILITY	84	100	0	100	100
4247	LIFE INSURANCE	34	100	0	100	100
4250	FICA/HOSPITAL INSURANCE	1,189	1,300	800	1,200	1,200
4299	VACANCY RATE	0	-3,100	0	-3,100	-3,200
<b>Total: SALARIES &amp; WAGES</b>		<b>134,648</b>	<b>125,900</b>	<b>85,300</b>	<b>99,500</b>	<b>102,800</b>
<b>SUPPLIES</b>						
5260	FIELDS	10,871	12,500	12,500	12,500	12,500
<b>Total: SUPPLIES</b>		<b>10,871</b>	<b>12,500</b>	<b>12,500</b>	<b>12,500</b>	<b>12,500</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	30,602	44,400	0	0	0
6750	VEHICLE MAINTENANCE	3,576	2,000	2,200	2,400	2,500
6751	VEHICLE FUEL USAGE	0	200	200	300	300
6752	VEHICLE 3RD PARTY SVC	0	1,900	400	600	700
<b>Total: OPERATING EXPENSES</b>		<b>34,177</b>	<b>48,500</b>	<b>2,800</b>	<b>3,300</b>	<b>3,500</b>
<b>SPECIAL PROGRAMS</b>						
7157	CHAPLAIN PROGRAM	0	500	0	500	500
7158	EXPLORER PROGRAM	0	1,000	0	1,000	1,000
<b>Total: SPECIAL PROGRAMS</b>		<b>0</b>	<b>1,500</b>	<b>0</b>	<b>1,500</b>	<b>1,500</b>
<b>Total:</b>		<b>179,696</b>	<b>188,400</b>	<b>100,600</b>	<b>116,800</b>	<b>120,300</b>
<b>Fund/Division: 0012109</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						(38.00) %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 2110</b>		<b>POLICE-TRAINING</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	303,459	308,200	229,600	199,700	200,500
4011	SPECIALIST PAY	13,787	13,200	9,500	7,600	7,600
4014	VACATION SELL BACK	0	8,000	10,200	10,000	10,000
4021	LONGEVITY PAY	6,071	6,600	5,000	4,400	4,400
4030	PART-TIME PERS ONLY	23,241	41,200	9,400	21,500	21,500
4032	PART-TIME NON-PERS	29,204	85,300	69,900	106,600	106,600
4130	OVERTIME	4,395	10,200	5,900	10,200	10,200
4138	HOLIDAY PAY	12,613	12,600	12,600	8,100	8,200
4241	P.E.R.S	213,440	226,700	162,800	89,800	87,000
4242	NON-PERSABLE COMPENSATION	639	0	1,300	1,200	1,200
4244	MEDICAL/DENTAL INSURANCE	36,599	42,600	31,200	27,900	27,900
4245	LONG TERM DISABILITY	410	400	300	300	300
4247	LIFE INSURANCE	171	200	100	100	100
4250	FICA/HOSPITAL INSURANCE	5,447	7,000	4,700	5,400	5,400
4299	VACANCY RATE	0	-18,700	0	-14,800	-14,700
<b>Total: SALARIES &amp; WAGES</b>		<b>649,474</b>	<b>743,500</b>	<b>552,500</b>	<b>478,000</b>	<b>476,200</b>
<b>SUPPLIES</b>						
5262	SAFETY EQUIPMENT	710	1,600	1,600	1,600	1,600
5280	UNIFORM	1,550	2,600	2,300	1,300	1,300
5320	COMMUNICATIONS	17,768	17,400	17,600	17,400	17,400
<b>Total: SUPPLIES</b>		<b>20,028</b>	<b>21,600</b>	<b>21,500</b>	<b>20,300</b>	<b>20,300</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	26,727	40,600	41,000	40,600	40,600
6730	OFFICE EQUIPMENT	3,547	5,000	5,000	5,000	5,000
6750	VEHICLE MAINTENANCE	3,547	2,000	2,300	2,300	2,300
6751	VEHICLE FUEL USAGE	0	800	500	500	500
6752	VEHICLE 3RD PARTY SVC	0	1,000	300	1,000	1,000
6930	MEMBERSHIP & PUBLICATIONS	4,956	5,500	5,500	5,500	5,500
6940	OFFICIAL MEETINGS	14,005	53,000	10,300	53,000	53,000
6970	TRAINING	45,804	60,300	60,300	60,300	60,300
6971	TUITION REIMBURSEMENT	21,295	17,000	17,000	17,000	17,000
6972	STC TRAINING	230	1,000	0	1,000	1,000
6975	SWAT TRAINING	2,101	3,000	0	3,000	3,000
6976	LER POLICE ACADEMY	51	18,000	18,000	18,000	18,000
<b>Total: OPERATING EXPENSES</b>		<b>122,263</b>	<b>207,200</b>	<b>160,200</b>	<b>207,200</b>	<b>207,200</b>
<b>Total:</b>		<b>791,765</b>	<b>972,300</b>	<b>734,200</b>	<b>705,500</b>	<b>703,700</b>

**Fund/Division: 0012110**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(27.44) %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 2113</b>		<b>POLICE-DISPATCH</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	528,335	539,000	535,300	554,500	564,500
4011	SPECIALIST PAY	1,363	1,000	4,100	900	900
4014	VACATION SELL BACK	6,174	6,000	6,000	6,000	6,000
4021	LONGEVITY PAY	12,389	12,900	11,900	12,000	12,000
4130	OVERTIME	159,702	100,000	209,800	140,000	140,000
4138	HOLIDAY PAY	23,236	21,200	22,100	21,800	22,200
4241	P.E.R.S	202,729	226,000	225,400	143,300	143,300
4244	MEDICAL/DENTAL INSURANCE	103,269	117,800	107,500	117,800	117,800
4245	LONG TERM DISABILITY	674	900	600	900	900
4247	LIFE INSURANCE	468	600	500	600	600
4250	FICA/HOSPITAL INSURANCE	11,154	9,800	11,400	10,600	10,800
4299	VACANCY RATE	0	-54,700	0	-30,300	-30,600
<b>Total: SALARIES &amp; WAGES</b>		<b>1,049,493</b>	<b>980,500</b>	<b>1,134,600</b>	<b>978,100</b>	<b>988,400</b>
<b>SUPPLIES</b>						
5280	UNIFORM	1,753	2,000	2,000	2,000	2,000
<b>Total: SUPPLIES</b>		<b>1,753</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	19,899	21,500	23,500	24,800	24,800
6730	OFFICE EQUIPMENT	2,066	1,500	1,500	1,500	1,500
<b>Total: OPERATING EXPENSES</b>		<b>21,966</b>	<b>23,000</b>	<b>25,000</b>	<b>26,300</b>	<b>26,300</b>
<b>Total:</b>		<b>1,073,212</b>	<b>1,005,500</b>	<b>1,161,600</b>	<b>1,006,400</b>	<b>1,016,700</b>

**Fund/Division: 0012113**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

0.09 %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 2114</b>		<b>POLICE SERVICE DOG (K-9)</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	161,101	208,400	170,300	204,400	208,100
4011	SPECIALIST PAY	16,881	22,400	18,100	12,100	12,100
4014	VACATION SELL BACK	2,321	6,000	6,000	6,000	6,000
4021	LONGEVITY PAY	1,618	1,600	1,600	1,600	2,200
4130	OVERTIME	797	31,100	31,100	31,100	31,100
4138	HOLIDAY PAY	8,915	8,900	9,200	8,400	8,600
4241	P.E.R.S	113,792	167,600	130,800	98,800	99,000
4242	NON-PERSABLE COMPENSATION	1,228	0	2,000	2,400	2,400
4244	MEDICAL/DENTAL INSURANCE	19,049	29,600	21,200	29,600	29,600
4245	LONG TERM DISABILITY	241	300	300	300	300
4247	LIFE INSURANCE	83	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	2,650	4,000	2,900	3,800	3,800
4299	VACANCY RATE	0	-13,400	0	-12,000	-12,100
<b>Total: SALARIES &amp; WAGES</b>		<b>328,675</b>	<b>466,600</b>	<b>393,600</b>	<b>386,600</b>	<b>391,200</b>
<b>SUPPLIES</b>						
5260	FIELDS	25,914	16,700	20,700	19,700	19,700
5280	UNIFORM	1,000	2,000	2,000	2,000	2,000
<b>Total: SUPPLIES</b>		<b>26,914</b>	<b>18,700</b>	<b>22,700</b>	<b>21,700</b>	<b>21,700</b>
<b>OPERATING EXPENSES</b>						
6970	TRAINING	5,800	10,100	10,100	10,100	10,100
6974	K9 TRAINING	468	7,200	13,500	13,800	13,800
<b>Total: OPERATING EXPENSES</b>		<b>6,268</b>	<b>17,300</b>	<b>23,600</b>	<b>23,900</b>	<b>23,900</b>
<b>Total:</b>		<b>361,858</b>	<b>502,600</b>	<b>439,900</b>	<b>432,200</b>	<b>436,800</b>

**Fund/Division: 0012114**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(14.01) %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 2115</b>		<b>POLICE PROF STANDARDS</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	0	0	0	210,900	221,500
4011	SPECIALIST PAY	0	0	0	7,000	7,000
4014	VACATION SELL BACK	0	0	0	8,000	8,000
4021	LONGEVITY PAY	0	0	0	1,600	1,600
4130	OVERTIME	0	0	0	10,000	10,000
4138	HOLIDAY PAY	0	0	0	8,400	8,900
4241	P.E.R.S	0	0	0	100,700	103,500
4242	NON-PERSABLE COMPENSATION	0	0	0	2,400	2,400
4244	MEDICAL/DENTAL INSURANCE	0	0	0	29,600	29,600
4245	LONG TERM DISABILITY	0	0	0	300	300
4247	LIFE INSURANCE	0	0	0	100	100
4250	FICA/HOSPITAL INSURANCE	0	0	0	3,600	3,800
4299	VACANCY RATE	0	0	0	-11,500	-11,900
<b>Total: SALARIES &amp; WAGES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>371,100</b>	<b>384,800</b>
<b>SUPPLIES</b>						
5260	FIELDS	0	0	0	2,500	2,500
5280	UNIFORM	0	0	0	2,600	2,600
<b>Total: SUPPLIES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>5,100</b>	<b>5,100</b>
<b>OPERATING EXPENSES</b>						
6730	OFFICE EQUIPMENT	0	0	0	600	600
<b>Total: OPERATING EXPENSES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>600</b>	<b>600</b>
<b>Total:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>376,800</b>	<b>390,500</b>

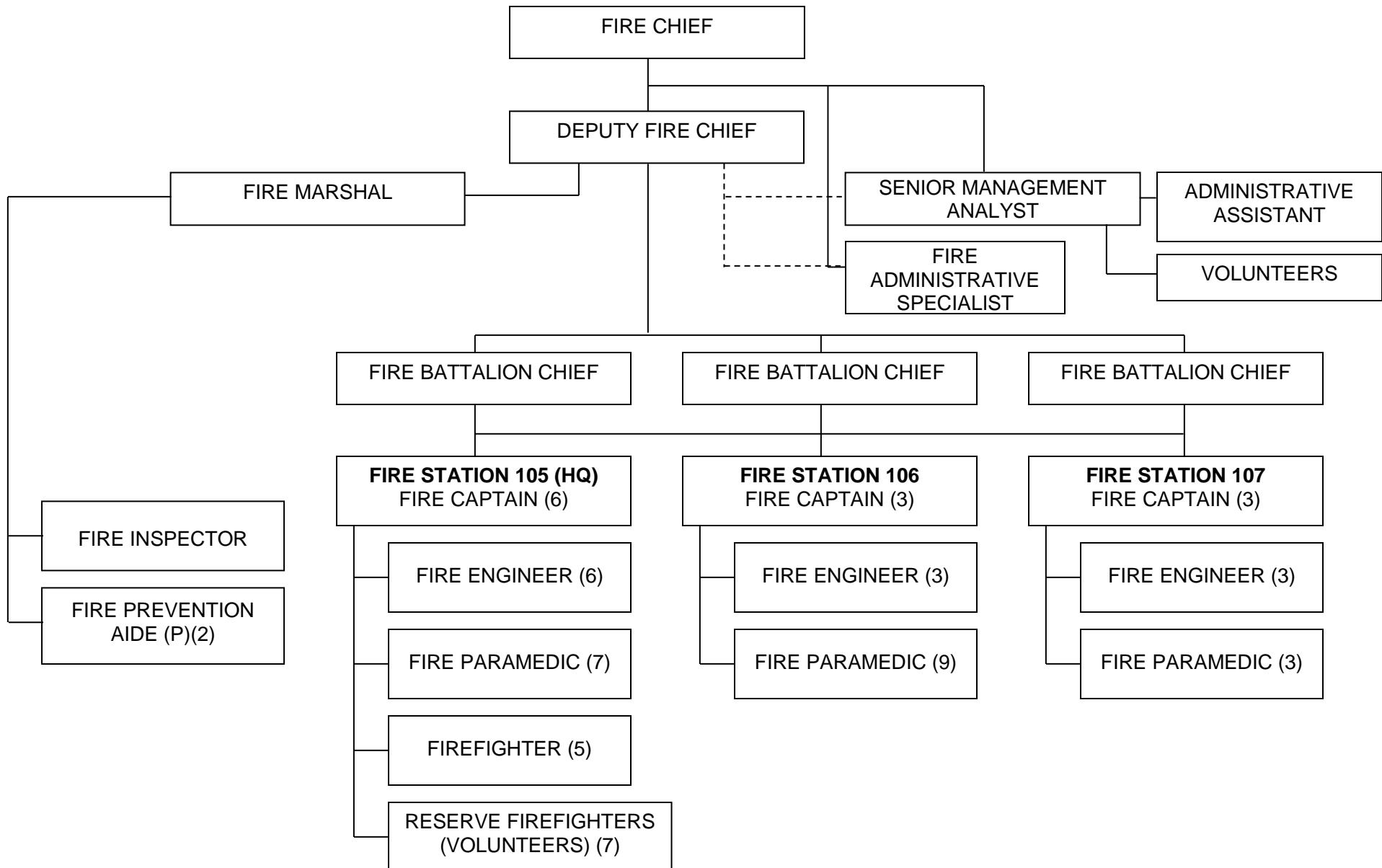
**Fund/Division: 0012115**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

0.00 %

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# FIRE DEPARTMENT



## FIRE DEPARTMENT

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### **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.

- 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 2021-22 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 non-profit, 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.

9. Continue to enhance the department's paramedic service model with the goal of fully upgrading its Firefighter positions to Firefighter/Paramedic positions.
10. 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.
11. In response to the increased employee attrition since FY 2019-20, provide additional training and equipment, as needed, to support newly hired personnel.
12. 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.
13. Continue to pro-actively prepare and respond to the continuing impacts of the COVID19 pandemic.

## **FY21-22 EMPLOYEE COUNT BY DEPARTMENT**

### ***FIRE DEPT***

<b><i>Position</i></b>	<b><i>FTE</i></b>
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	5.00
Fire Inspector	1.00
Fire Marshal	1.00
Fire Paramedic	19.00
Senior Management Analyst	1.00
<b>TOTAL</b>	<b>58.00</b>

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>	<b>2200 FIRE</b>					
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	6,589,125	6,555,600	6,518,300	6,585,800	6,664,500
4011	SPECIALIST PAY	77,123	63,600	79,700	92,800	92,800
4014	VACATION SELL BACK	54,190	34,800	34,800	34,800	34,800
4015	ALLOWANCES	5,830	5,000	6,000	6,000	6,000
4021	LONGEVITY PAY	80,783	79,400	80,100	79,700	83,500
4032	PART-TIME NON-PERS	12,968	25,000	25,000	25,000	25,000
4130	OVERTIME	1,075,155	985,900	1,005,200	1,022,800	1,022,800
4132	OVERTIME-STRIKETEAM	98,277	212,000	503,400	235,000	235,000
4135	.5 OVERTIME	467,807	420,500	428,400	423,400	423,400
4136	0.5 OVERTIME STRIKETEAM	41,246	95,000	219,400	110,000	110,000
4138	HOLIDAY PAY	286,020	271,700	271,700	265,700	269,400
4139	.05 PERS FLSA PAY	126,414	136,000	136,000	136,000	136,000
4144	FILMING	24,427	36,000	36,000	36,000	36,000
4241	P.E.R.S.	4,374,287	4,791,300	4,782,600	3,045,400	3,010,100
4242	NON-PERSABLE COMPENSATION	179,277	122,500	213,500	207,900	207,900
4244	MEDICAL/DENTAL INSURANCE	721,846	827,400	758,000	829,800	829,800
4245	LONG TERM DISABILITY	1,032	900	1,000	1,000	1,000
4247	LIFE INSURANCE	5,726	6,300	5,800	6,700	6,700
4250	FICA/HOSPITAL INSURANCE	130,494	129,200	134,100	130,800	132,000
4299	VACANCY RATE	0	-384,800	0	-398,300	-399,900
<b>Total: SALARIES &amp; WAGES</b>		<b>14,352,027</b>	<b>14,413,300</b>	<b>15,239,000</b>	<b>12,876,300</b>	<b>12,926,800</b>
SUPPLIES						
5110	OFFICE SUPPLIES	17,721	18,200	18,200	18,200	18,200
5115	PROGRAM EXPENSES	400	1,600	1,600	1,600	1,600
5121	PUBLIC EDUCATION SUPPLIES	2,657	3,000	3,000	3,200	3,300
5125	PRINT SHOP	1,618	2,400	2,400	2,500	2,500
5230	BUILDING AND GROUNDS	26,020	28,500	28,500	29,000	29,000
5260	FIELDS	97,647	104,300	104,300	106,700	109,100
5280	UNIFORM	79,495	79,900	79,900	79,900	79,900
5420	FIRE FIGHTING EQUIPMENT	7,418	7,400	7,400	7,400	7,400
<b>Total: SUPPLIES</b>		<b>232,977</b>	<b>245,300</b>	<b>245,300</b>	<b>248,500</b>	<b>251,000</b>
OPERATING EXPENSES						
6125	ARSON PROGRAM	1,317	1,700	1,700	2,500	2,500
6160	CONTRACT SERVICES	501,032	548,300	548,300	570,900	556,900
6210	TELEPHONE	35,100	35,400	39,700	40,500	41,300
6505	GENERAL LIABILITY	254,800	266,700	266,700	272,000	277,400
6507	WORKERS' COMPENSATION	353,300	353,300	353,300	360,400	367,600
6611	ELECTRIC	92,214	100,000	104,600	113,000	118,700
6612	GAS	15,400	17,400	13,700	14,400	15,100
6614	WATER	9,975	13,000	13,000	13,000	13,000
6710	COMMUNICATIONS	41,144	38,000	38,000	38,500	38,500
6730	OFFICE EQUIPMENT	0	300	300	300	300
6750	VEHICLE MAINTENANCE	553,270	204,700	249,300	248,800	249,100
6751	VEHICLE FUEL USAGE	0	52,300	48,800	51,100	51,100
6752	VEHICLE 3RD PARTY SVC	0	142,400	121,800	156,600	136,800
6760	BUILDING REPAIR & MAINT	39,171	47,100	47,100	47,100	47,100
6765	TRAINING CENTER MAINT	9,421	10,000	10,000	10,000	10,000
6770	PARAMEDIC EQUIPMENT	2,485	3,100	3,100	3,300	3,300

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
6780	PORTABLE EQUIPMENT	2,091	2,200	2,200	2,200	2,200
6903	PERMITS FEES	4,114	4,000	2,500	4,000	4,000
6905	GEMT FEES	0	0	0	87,200	87,200
6922	LIBRARY MATERIALS	4,964	3,000	2,900	3,100	5,700
6930	MEMBERSHIP & PUBLICATIONS	1,260	3,800	3,700	4,000	4,000
6940	OFFICIAL MEETINGS	1,734	1,500	1,500	3,000	2,000
6960	EQUIPMENT REPLACEMENT	1,096,694	187,200	186,500	1,406,000	598,000
6970	TRAINING	27,069	34,400	29,700	40,000	45,600
6971	TUITION REIMBURSEMENT	23,817	37,000	30,900	30,400	30,400
6977	EMPLOYEE SUPPORT	2,618	2,900	2,900	2,900	2,900
<b>Total: OPERATING EXPENSES</b>		<b>3,072,989</b>	<b>2,109,700</b>	<b>2,122,200</b>	<b>3,525,200</b>	<b>2,710,700</b>
SPECIAL PROGRAMS						
7233	AUX FIREFIGHTER PROGRAM	6,856	7,000	7,000	10,000	10,000
<b>Total: SPECIAL PROGRAMS</b>		<b>6,856</b>	<b>7,000</b>	<b>7,000</b>	<b>10,000</b>	<b>10,000</b>
<b>Total Division:</b>		<b>17,664,849</b>	<b>16,775,300</b>	<b>17,613,500</b>	<b>16,660,000</b>	<b>15,898,500</b>

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR (0.69)%

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 2201</b>		<b>FIRE-ADMIN</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	577,475	572,300	574,800	572,300	572,300
4011	SPECIALIST PAY	973	1,000	1,000	1,000	1,000
4014	VACATION SELL BACK	53,575	29,900	29,900	29,900	29,900
4015	ALLOWANCES	2,541	2,500	2,500	2,500	2,500
4021	LONGEVITY PAY	8,817	8,700	8,800	8,700	8,700
4032	PART-TIME NON-PERS	11	0	0	0	0
4241	P.E.R.S	337,667	365,300	367,800	236,100	227,600
4242	NON-PERSABLE COMPENSATION	2,548	2,500	2,500	2,500	2,500
4244	MEDICAL/DENTAL INSURANCE	62,852	63,400	61,700	63,400	63,400
4245	LONG TERM DISABILITY	453	400	500	400	400
4247	LIFE INSURANCE	1,418	1,600	1,400	1,600	1,600
4250	FICA/HOSPITAL INSURANCE	9,606	8,800	8,800	8,800	8,800
4299	VACANCY RATE	0	-30,800	0	-27,800	-27,600
<b>Total: SALARIES &amp; WAGES</b>		<b>1,057,938</b>	<b>1,025,600</b>	<b>1,059,700</b>	<b>899,400</b>	<b>891,100</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	17,447	18,000	18,000	18,000	18,000
5125	PRINT SHOP	1,318	1,600	1,600	1,600	1,600
5230	BUILDING AND GROUNDS	11	0	0	0	0
5260	FIELDS	182	0	0	0	0
5280	UNIFORM	1,772	1,800	1,800	1,800	1,800
5420	FIRE FIGHTING EQUIPMENT	254	0	0	0	0
<b>Total: SUPPLIES</b>		<b>20,983</b>	<b>21,400</b>	<b>21,400</b>	<b>21,400</b>	<b>21,400</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	392,526	436,600	436,600	442,900	442,900
6730	OFFICE EQUIPMENT	0	300	300	300	300
6750	VEHICLE MAINTENANCE	19,957	8,900	11,500	10,500	10,500
6751	VEHICLE FUEL USAGE	0	4,200	6,500	6,500	6,500
6752	VEHICLE 3RD PARTY SVC	0	3,600	2,000	1,500	1,500
6922	LIBRARY MATERIALS	200	200	200	200	200
6930	MEMBERSHIP & PUBLICATIONS	675	2,400	2,400	2,400	2,400
6940	OFFICIAL MEETINGS	1,120	1,000	1,000	2,500	1,500
6960	EQUIPMENT REPLACEMENT	1,096,694	187,200	186,500	1,406,000	598,000
6970	TRAINING	1,929	6,200	3,000	6,200	6,200
6977	EMPLOYEE SUPPORT	2,618	2,900	2,900	2,900	2,900
<b>Total: OPERATING EXPENSES</b>		<b>1,515,719</b>	<b>653,500</b>	<b>652,900</b>	<b>1,881,900</b>	<b>1,072,900</b>
<b>SPECIAL PROGRAMS</b>						
<b>Total: SPECIAL PROGRAMS</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total:</b>		<b>2,594,641</b>	<b>1,700,500</b>	<b>1,734,000</b>	<b>2,802,700</b>	<b>1,985,400</b>
<b>Fund/Division: 0012201</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						64.82 %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 2202</b>	<b>FIRE-BUILDING</b>					
SUPPLIES						
5230	BUILDING AND GROUNDS	26,009	28,500	28,500	29,000	29,000
<b>Total: SUPPLIES</b>		<b>26,009</b>	<b>28,500</b>	<b>28,500</b>	<b>29,000</b>	<b>29,000</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	52,448	53,800	53,800	54,100	54,100
6210	TELEPHONE	35,100	35,400	39,700	40,500	41,300
6611	ELECTRIC	92,214	100,000	104,600	113,000	118,700
6612	GAS	15,400	17,400	13,700	14,400	15,100
6614	WATER	9,975	13,000	13,000	13,000	13,000
6760	BUILDING REPAIR & MAINT	39,171	47,100	47,100	47,100	47,100
6765	TRAINING CENTER MAINT	9,421	10,000	10,000	10,000	10,000
6780	PORTABLE EQUIPMENT	2,091	2,200	2,200	2,200	2,200
6903	PERMITS FEES	4,114	4,000	2,500	4,000	4,000
<b>Total: OPERATING EXPENSES</b>		<b>259,932</b>	<b>282,900</b>	<b>286,600</b>	<b>298,300</b>	<b>305,500</b>
<b>Total:</b>		<b>285,941</b>	<b>311,400</b>	<b>315,100</b>	<b>327,300</b>	<b>334,500</b>

Fund/Division: 0012202

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

5.11 %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 2204</b>		<b>FIRE-PREVENTION</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	271,635	269,400	272,400	269,400	269,400
4014	VACATION SELL BACK	615	4,900	4,900	4,900	4,900
4015	ALLOWANCES	605	600	600	600	600
4021	LONGEVITY PAY	5,510	5,200	6,000	5,200	5,200
4032	PART-TIME NON-PERS	12,957	25,000	25,000	25,000	25,000
4241	P.E.R.S	105,158	110,500	111,300	70,100	68,300
4242	NON-PERSABLE COMPENSATION	645	600	600	600	600
4244	MEDICAL/DENTAL INSURANCE	43,706	44,100	42,400	44,100	44,100
4245	LONG TERM DISABILITY	253	300	200	300	300
4247	LIFE INSURANCE	475	500	500	500	500
4250	FICA/HOSPITAL INSURANCE	4,253	4,400	4,700	4,400	4,400
4299	VACANCY RATE	0	-13,100	0	-12,800	-12,700
<b>Total: SALARIES &amp; WAGES</b>		<b>445,812</b>	<b>452,400</b>	<b>468,600</b>	<b>412,300</b>	<b>410,600</b>
<b>SUPPLIES</b>						
5121	PUBLIC EDUCATION SUPPLIES	2,657	3,000	3,000	3,200	3,300
5125	PRINT SHOP	0	500	500	500	500
5280	UNIFORM	1,295	1,300	1,300	1,300	1,300
<b>Total: SUPPLIES</b>		<b>3,952</b>	<b>4,800</b>	<b>4,800</b>	<b>5,000</b>	<b>5,100</b>
<b>OPERATING EXPENSES</b>						
6125	ARSON PROGRAM	1,317	1,700	1,700	2,500	2,500
6750	VEHICLE MAINTENANCE	2,023	1,000	1,300	1,300	1,600
6751	VEHICLE FUEL USAGE	0	100	100	100	100
6752	VEHICLE 3RD PARTY SVC	0	900	600	600	800
6922	LIBRARY MATERIALS	4,280	2,300	2,200	2,400	5,000
6930	MEMBERSHIP & PUBLICATIONS	585	1,000	900	1,000	1,000
6940	OFFICIAL MEETINGS	20	100	100	100	100
6970	TRAINING	1,512	2,000	500	2,100	5,200
<b>Total: OPERATING EXPENSES</b>		<b>9,736</b>	<b>9,100</b>	<b>7,400</b>	<b>10,100</b>	<b>16,300</b>
<b>Total:</b>		<b>459,500</b>	<b>466,300</b>	<b>480,800</b>	<b>427,400</b>	<b>432,000</b>

**Fund/Division: 0012204**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(8.34) %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 2205</b>		<b>FIRE-PARAMEDICS</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	1,802,185	1,542,200	1,454,400	2,017,900	2,056,400
4011	SPECIALIST PAY	13,667	7,800	8,500	13,700	13,700
4021	LONGEVITY PAY	21,424	20,100	18,700	19,100	19,400
4130	OVERTIME	371,107	342,800	342,800	342,800	342,800
4132	OVERTIME-STRIKETEAM	27,206	62,000	95,000	70,000	70,000
4135	.5 OVERTIME	173,993	157,000	157,000	157,000	157,000
4136	0.5 OVERTIME STRIKETEAM	13,372	30,000	52,100	40,000	40,000
4138	HOLIDAY PAY	89,087	77,600	77,600	101,400	103,300
4139	.05 PERS FLSA PAY	42,879	46,000	46,000	46,000	46,000
4241	P.E.R.S.	1,244,787	1,160,300	1,102,600	930,500	934,300
4242	NON-PERSABLE COMPENSATION	58,712	33,600	59,200	80,100	80,100
4244	MEDICAL/DENTAL INSURANCE	196,304	196,300	170,100	266,500	266,500
4247	LIFE INSURANCE	961	900	700	1,200	1,200
4250	FICA/HOSPITAL INSURANCE	37,002	33,100	29,900	40,700	41,200
4299	VACANCY RATE	0	-91,900	0	-123,800	-125,200
<b>Total: SALARIES &amp; WAGES</b>		<b>4,092,686</b>	<b>3,617,800</b>	<b>3,614,600</b>	<b>4,003,100</b>	<b>4,046,700</b>
<b>SUPPLIES</b>						
5115	PROGRAM EXPENSES	400	1,600	1,600	1,600	1,600
5260	FIELDS	77,784	80,600	80,600	83,000	85,400
<b>Total: SUPPLIES</b>		<b>78,184</b>	<b>82,200</b>	<b>82,200</b>	<b>84,600</b>	<b>87,000</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	31,064	32,900	32,900	33,900	34,900
6750	VEHICLE MAINTENANCE	34,436	17,300	21,500	22,000	22,000
6751	VEHICLE FUEL USAGE	0	7,200	7,200	7,500	7,500
6752	VEHICLE 3RD PARTY SVC	0	8,400	4,200	4,500	4,500
6770	PARAMEDIC EQUIPMENT	2,485	3,100	3,100	3,300	3,300
6905	GEMT FEES	0	0	0	87,200	87,200
6970	TRAINING	8,857	11,500	11,500	17,000	18,000
6971	TUITION REIMBURSEMENT	9,221	12,000	11,100	5,400	5,400
<b>Total: OPERATING EXPENSES</b>		<b>86,061</b>	<b>92,400</b>	<b>91,500</b>	<b>180,800</b>	<b>182,800</b>
<b>Total:</b>		<b>4,256,932</b>	<b>3,792,400</b>	<b>3,788,300</b>	<b>4,268,500</b>	<b>4,316,500</b>
<b>Fund/Division: 0012205</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						12.55 %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 2206</b>		<b>FIRE-SUPPRESSION</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	3,937,830	4,171,700	4,216,700	3,726,200	3,766,400
4011	SPECIALIST PAY	62,484	54,800	70,200	78,100	78,100
4015	ALLOWANCES	2,683	1,900	2,900	2,900	2,900
4021	LONGEVITY PAY	45,032	45,400	46,600	46,700	50,200
4130	OVERTIME	704,047	643,100	662,400	680,000	680,000
4132	OVERTIME-STRIKETEAM	71,071	150,000	408,400	165,000	165,000
4135	.5 OVERTIME	293,814	263,500	271,400	266,400	266,400
4136	0.5 OVERTIME STRIKETEAM	27,874	65,000	167,300	70,000	70,000
4138	HOLIDAY PAY	196,933	194,100	194,100	164,300	166,100
4139	.05 PERS FLSA PAY	83,535	90,000	90,000	90,000	90,000
4144	FILMING	24,427	36,000	36,000	36,000	36,000
4241	P.E.R.S.	2,686,675	3,155,200	3,200,900	1,808,700	1,779,900
4242	NON-PERSABLE COMPENSATION	117,372	85,800	151,200	124,700	124,700
4244	MEDICAL/DENTAL INSURANCE	418,984	523,600	483,800	455,800	455,800
4245	LONG TERM DISABILITY	326	200	300	300	300
4247	LIFE INSURANCE	2,871	3,300	3,200	3,400	3,400
4250	FICA/HOSPITAL INSURANCE	79,632	82,900	90,700	76,900	77,600
4299	VACANCY RATE	0	-249,000	0	-233,900	-234,400
<b>Total: SALARIES &amp; WAGES</b>		<b>8,755,591</b>	<b>9,317,500</b>	<b>10,096,100</b>	<b>7,561,500</b>	<b>7,578,400</b>
SUPPLIES						
5260	FIELDS	18,235	18,500	18,500	18,500	18,500
5280	UNIFORM	76,428	76,800	76,800	76,800	76,800
5420	FIRE FIGHTING EQUIPMENT	7,164	7,400	7,400	7,400	7,400
<b>Total: SUPPLIES</b>		<b>101,828</b>	<b>102,700</b>	<b>102,700</b>	<b>102,700</b>	<b>102,700</b>
OPERATING EXPENSES						
6505	GENERAL LIABILITY	254,800	266,700	266,700	272,000	277,400
6507	WORKERS' COMPENSATION	353,300	353,300	353,300	360,400	367,600
6710	COMMUNICATIONS	41,144	38,000	38,000	38,500	38,500
6750	VEHICLE MAINTENANCE	496,855	177,500	215,000	215,000	215,000
6751	VEHICLE FUEL USAGE	0	40,800	35,000	37,000	37,000
6752	VEHICLE 3RD PARTY SVC	0	129,500	115,000	150,000	130,000
6922	LIBRARY MATERIALS	484	500	500	500	500
6930	MEMBERSHIP & PUBLICATIONS	0	400	400	600	600
6970	TRAINING	13,652	13,500	13,500	13,500	15,000
6971	TUITION REIMBURSEMENT	14,597	25,000	19,800	25,000	25,000
<b>Total: OPERATING EXPENSES</b>		<b>1,174,833</b>	<b>1,045,200</b>	<b>1,057,200</b>	<b>1,112,500</b>	<b>1,106,600</b>
SPECIAL PROGRAMS						
7233	AUX FIREFIGHTER PROGRAM	6,856	7,000	7,000	10,000	10,000
<b>Total: SPECIAL PROGRAMS</b>		<b>6,856</b>	<b>7,000</b>	<b>7,000</b>	<b>10,000</b>	<b>10,000</b>
<b>Total:</b>		<b>10,039,107</b>	<b>10,472,400</b>	<b>11,263,000</b>	<b>8,786,700</b>	<b>8,797,700</b>
<b>Fund/Division: 0012206</b>		OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				
						(16.10) %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 2207</b>	<b>FIRE-EMERGENCY</b>					
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	274	200	200	200	200
5125	PRINT SHOP	300	300	300	400	400
5260	FIELDS	1,446	5,200	5,200	5,200	5,200
<b>Total: SUPPLIES</b>		<b>2,020</b>	<b>5,700</b>	<b>5,700</b>	<b>5,800</b>	<b>5,800</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	24,995	25,000	25,000	25,000	25,000
6940	OFFICIAL MEETINGS	594	400	400	400	400
6970	TRAINING	1,119	1,200	1,200	1,200	1,200
<b>Total: OPERATING EXPENSES</b>		<b>26,708</b>	<b>26,600</b>	<b>26,600</b>	<b>26,600</b>	<b>26,600</b>
<b>Total:</b>		<b>28,728</b>	<b>32,300</b>	<b>32,300</b>	<b>32,400</b>	<b>32,400</b>

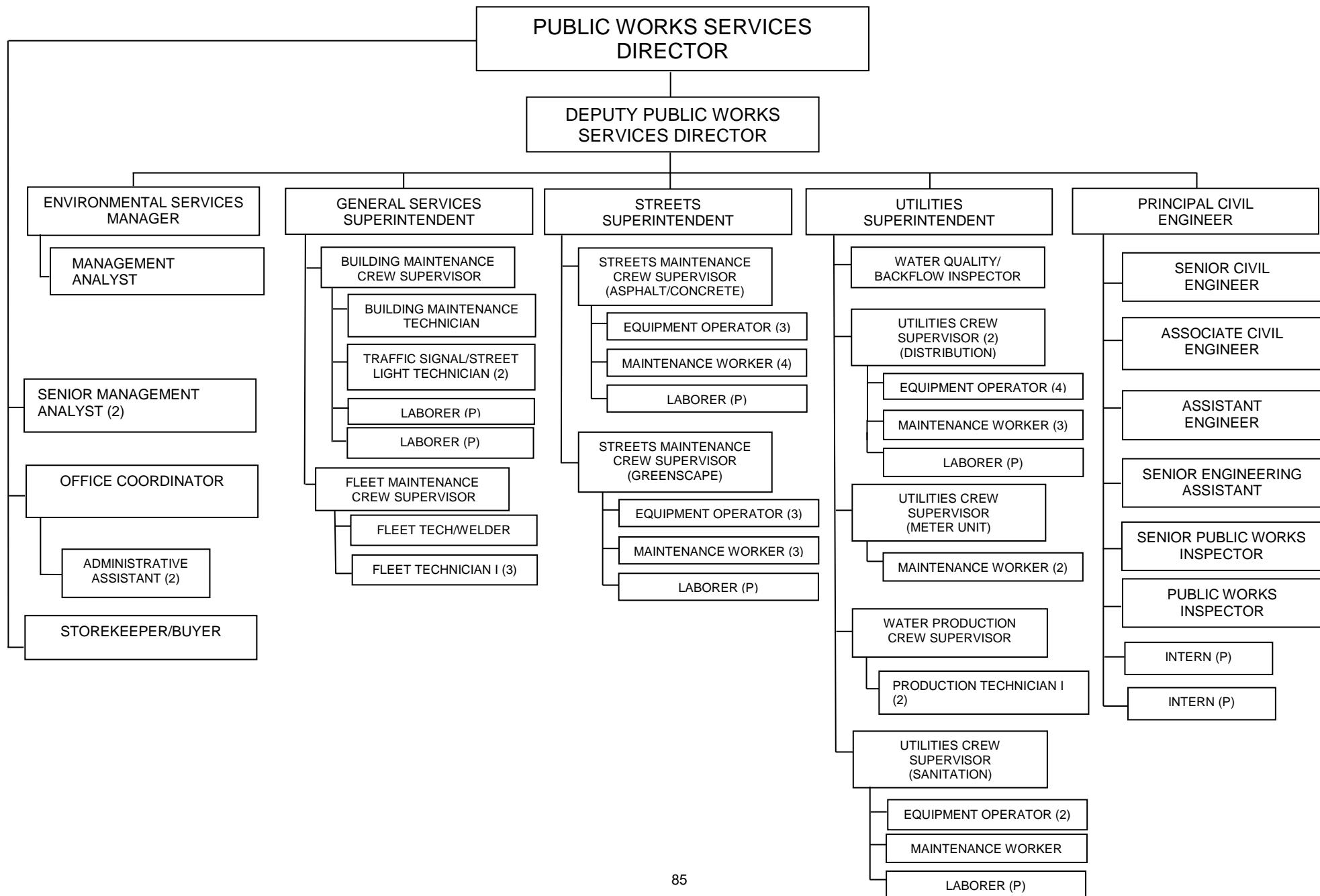
**Fund/Division: 0012207**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

0.31 %

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# PUBLIC WORKS SERVICES DEPARTMENT



## PUBLIC WORKS SERVICES DEPARTMENT

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### 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 2021-22 Work Plan:

1. Completion of the Annual Slurry Seal Program that includes repairing sections of damaged streets, sidewalks, curbs, and gutters.
2. Transition of Automatic Meter Reading (AMR) meters to Advanced Metering Infrastructure (AMI) meters which will provide water loss prevention, real-time data analysis, and leak detection for residents.
3. Inspection of City sewer lines through Closed-Circuit TV (CCTV) inspections to identify and repair damaged sections of sewer lines and improve maintenance operations.
4. Installation of bleachers with shade canopies at Longden Avenue Park, Hugo Reid Park, and Bonita Park and improvements at Newcastle Park.

5. 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
6. 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.
7. Replacement of two 6" cast iron water mains on Camino Real Avenue at the Santa Anita Wash and between 10<sup>th</sup> Avenue and Loganrita 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.
8. Replanting of approximately five hundred trees within the City Right of Way utilizing grant funding from Los Angeles County Flood Control District (LACFCD)
9. Installation of a new storm drain line for preparation of the new joint well that will be constructed at the Public Works Services Yard. The new well will provide a reliable supply of water to the City's distribution system.

## **FY21-22 EMPLOYEE COUNT BY DEPARTMENT**

### ***PUBLIC WORKS***

<b><i>Position</i></b>	<b><i>FTE</i></b>
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
Office Coordinator	1.00
Principal Civil Engineer	1.00
Public Works Inspector	1.00
Public Works Services Director	1.00

## **FY21-22 EMPLOYEE COUNT BY DEPARTMENT**

### ***PUBLIC WORKS***

<b><i>Position</i></b>	<b><i>FTE</i></b>
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
<b>TOTAL</b>	<b>64.00</b>

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>						
<b>3300 PUBLIC WORKS SERVICES</b>						
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	1,627,641	1,668,500	1,597,700	1,683,300	1,709,700
4011	SPECIALIST PAY	144	200	200	200	200
4014	VACATION SELL BACK	14,485	16,700	12,200	15,200	14,200
4015	ALLOWANCES	484	400	400	400	400
4019	STAND BY PAY	16,945	11,900	15,900	14,900	14,900
4021	LONGEVITY PAY	25,677	26,000	24,100	25,700	26,500
4032	PART-TIME NON-PERS	32,627	15,000	15,000	39,500	39,500
4130	OVERTIME	35,019	29,800	29,600	29,800	29,800
4241	P.E.R.S	606,722	659,600	629,500	398,600	401,800
4242	NON-PERSABLE COMPENSATION	1,263	1,300	1,300	1,400	1,400
4244	MEDICAL/DENTAL INSURANCE	334,055	347,000	322,100	347,000	347,000
4245	LONG TERM DISABILITY	2,029	2,300	1,800	2,300	2,300
4247	LIFE INSURANCE	1,997	2,300	1,700	2,300	2,300
4250	FICA/HOSPITAL INSURANCE	26,325	25,700	25,500	26,100	26,500
4299	VACANCY RATE	0	-102,800	0	-77,700	-78,500
<b>Total: SALARIES &amp; WAGES</b>		<b>2,725,414</b>	<b>2,703,900</b>	<b>2,677,000</b>	<b>2,509,000</b>	<b>2,538,000</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	6,333	8,400	8,400	8,400	8,400
5125	PRINT SHOP	3,108	3,300	3,300	3,300	3,300
5230	BUILDING AND GROUNDS	30,946	34,700	34,100	40,100	40,100
5260	FIELDS	120,517	138,800	133,800	133,800	138,800
5262	SAFETY EQUIPMENT	369	400	300	300	300
5280	UNIFORM	13,681	13,600	12,500	13,000	13,000
5290	STREET SIGNS	10,018	12,000	12,000	12,000	12,000
5295	NEW TREE PLANTING	3,000	3,000	3,000	3,000	3,000
5410	TOOLS	14,994	14,200	14,200	14,200	14,200
<b>Total: SUPPLIES</b>		<b>202,965</b>	<b>228,400</b>	<b>221,600</b>	<b>228,100</b>	<b>233,100</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	657,994	694,400	659,400	693,300	693,300
6210	TELEPHONE	7,193	8,400	7,100	7,200	7,300
6505	GENERAL LIABILITY	69,700	73,000	73,000	74,400	75,900
6507	WORKERS' COMPENSATION	81,800	81,800	81,800	83,500	85,200
6611	ELECTRIC	172,412	188,400	187,700	200,600	209,700
6612	GAS	5,997	5,000	12,000	12,600	13,200
6614	WATER	126,064	167,900	170,100	174,100	177,100
6750	VEHICLE MAINTENANCE	290,169	123,400	155,600	148,800	148,800
6751	VEHICLE FUEL USAGE	0	85,400	88,000	95,600	95,600
6752	VEHICLE 3RD PARTY SVC	0	36,300	29,700	23,300	23,300
6760	BUILDING REPAIR & MAINT	22,536	24,700	24,700	24,700	24,700
6781	SIGNAL MAINTENANCE	17,642	18,000	18,000	18,000	18,000
6790	CONTRACT TRAFFIC MARKING	85,141	120,000	120,000	110,000	110,000
6792	CONTRACT TREE TRIMMING	336,682	304,100	304,100	319,300	319,300
6902	DISPOSAL CHARGES	10,538	11,000	11,000	11,000	11,000
6903	PERMITS FEES	26,209	27,000	31,700	30,000	30,000
6930	MEMBERSHIP & PUBLICATIONS	2,275	2,400	2,400	2,400	2,400
6940	OFFICIAL MEETINGS	741	1,800	1,600	1,600	1,600
6960	EQUIPMENT REPLACEMENT	70,524	22,000	71,500	412,000	216,000
6970	TRAINING	1,936	7,900	5,000	8,300	8,300

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
6971	TUITION REIMBURSEMENT	3,808	6,800	2,700	1,700	1,700
6977	EMPLOYEE SUPPORT	1,919	3,200	3,200	3,200	3,200
<b>Total: OPERATING EXPENSES</b>		<b>1,991,278</b>	<b>2,012,900</b>	<b>2,060,300</b>	<b>2,455,600</b>	<b>2,275,600</b>
<b>SPECIAL PROGRAMS</b>						
7265	COUNTY PARK FOUNTAIN	798	1,000	1,000	1,000	1,000
7302	MAINTENANCE EXPENSE	25,101	24,000	24,000	24,000	24,000
7710	SERVICE CREDIT	-722,321	-725,300	-725,300	-656,700	-666,000
<b>Total: SPECIAL PROGRAMS</b>		<b>-696,422</b>	<b>-700,300</b>	<b>-700,300</b>	<b>-631,700</b>	<b>-641,000</b>
<b>Total Division:</b>		<b>4,223,236</b>	<b>4,244,900</b>	<b>4,258,600</b>	<b>4,561,000</b>	<b>4,405,700</b>

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

7.45 %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 3301</b>		<b>PUBLIC WORKS-ADMIN</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	221,651	227,800	227,200	227,500	229,800
4011	SPECIALIST PAY	144	200	200	200	200
4014	VACATION SELL BACK	4,469	3,000	3,000	4,000	3,000
4015	ALLOWANCES	242	200	200	200	200
4019	STAND BY PAY	8,561	4,000	5,600	5,500	5,500
4021	LONGEVITY PAY	3,276	3,300	3,500	3,700	4,000
4130	OVERTIME	295	300	300	300	300
4241	P.E.R.S.	82,309	89,900	89,600	54,300	54,400
4242	NON-PERSABLE COMPENSATION	443	400	400	400	400
4244	MEDICAL/DENTAL INSURANCE	34,162	34,800	31,800	34,800	34,800
4245	LONG TERM DISABILITY	199	200	200	200	200
4247	LIFE INSURANCE	344	400	300	400	400
4250	FICA/HOSPITAL INSURANCE	3,778	3,500	3,800	3,500	3,500
4299	VACANCY RATE	0	-16,400	0	-10,100	-10,100
<b>Total: SALARIES &amp; WAGES</b>		<b>359,874</b>	<b>351,600</b>	<b>366,100</b>	<b>324,900</b>	<b>326,600</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	6,179	7,900	7,900	7,900	7,900
5125	PRINT SHOP	1,108	1,300	1,300	1,300	1,300
5260	FIELDS	300	300	300	300	300
5280	UNIFORM	500	500	0	500	500
<b>Total: SUPPLIES</b>		<b>8,087</b>	<b>10,000</b>	<b>9,500</b>	<b>10,000</b>	<b>10,000</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	0	25,200	25,200	26,500	26,500
6505	GENERAL LIABILITY	68,800	72,000	72,000	73,400	74,900
6507	WORKERS' COMPENSATION	62,800	62,800	62,800	64,100	65,400
6930	MEMBERSHIP & PUBLICATIONS	900	900	900	900	900
6940	OFFICIAL MEETINGS	621	700	700	700	700
6960	EQUIPMENT REPLACEMENT	70,524	22,000	71,500	412,000	216,000
6970	TRAINING	75	500	500	1,500	1,500
6971	TUITION REIMBURSEMENT	500	1,000	0	500	500
6977	EMPLOYEE SUPPORT	1,919	3,200	3,200	3,200	3,200
<b>Total: OPERATING EXPENSES</b>		<b>206,138</b>	<b>188,300</b>	<b>236,800</b>	<b>582,800</b>	<b>389,600</b>
<b>Total:</b>		<b>574,099</b>	<b>549,900</b>	<b>612,400</b>	<b>917,700</b>	<b>726,200</b>
<b>Fund/Division: 0013301</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						66.88 %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 3302</b>		<b>PUBLIC WORKS-TREE/PARKWAY</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	95,652	95,000	95,400	95,000	95,000
4014	VACATION SELL BACK	439	1,500	1,200	1,200	1,200
4021	LONGEVITY PAY	2,132	2,200	2,200	2,200	2,200
4032	PART-TIME NON-PERS	9,578	0	0	11,000	11,000
4130	OVERTIME	7,358	4,000	4,000	4,000	4,000
4241	P.E.R.S	37,088	39,100	39,300	24,800	24,200
4242	NON-PERSABLE COMPENSATION	153	200	200	200	200
4244	MEDICAL/DENTAL INSURANCE	17,812	18,100	17,100	18,100	18,100
4245	LONG TERM DISABILITY	105	100	100	100	100
4247	LIFE INSURANCE	145	200	100	200	200
4250	FICA/HOSPITAL INSURANCE	1,918	1,500	1,700	1,600	1,600
4299	VACANCY RATE	0	-4,700	0	-4,800	-4,700
<b>Total: SALARIES &amp; WAGES</b>		<b>172,381</b>	<b>157,200</b>	<b>161,300</b>	<b>153,600</b>	<b>153,100</b>
<b>SUPPLIES</b>						
5260	FIELDS	2,769	3,000	3,000	3,000	3,000
5295	NEW TREE PLANTING	3,000	3,000	3,000	3,000	3,000
5410	TOOLS	1,459	1,500	1,500	1,500	1,500
<b>Total: SUPPLIES</b>		<b>7,228</b>	<b>7,500</b>	<b>7,500</b>	<b>7,500</b>	<b>7,500</b>
<b>OPERATING EXPENSES</b>						
6750	VEHICLE MAINTENANCE	50,013	18,200	24,000	23,000	23,000
6751	VEHICLE FUEL USAGE	0	11,000	12,800	13,500	13,500
6752	VEHICLE 3RD PARTY SVC	0	6,900	14,000	6,900	6,900
6792	CONTRACT TREE TRIMMING	336,682	304,100	304,100	319,300	319,300
6930	MEMBERSHIP & PUBLICATIONS	185	300	300	300	300
6940	OFFICIAL MEETINGS	120	400	300	300	300
<b>Total: OPERATING EXPENSES</b>		<b>387,000</b>	<b>340,900</b>	<b>355,500</b>	<b>363,300</b>	<b>363,300</b>
<b>Total:</b>		<b>566,609</b>	<b>505,600</b>	<b>524,300</b>	<b>524,400</b>	<b>523,900</b>
<b>Fund/Division: 0013302</b>						3.72 %
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 3303</b>	<b>GREENSCAPE MAINTENANCE</b>					
SALARIES & WAGES						
<b>Total: SALARIES &amp; WAGES</b>		<b>0</b>		<b>0</b>		<b>0</b>
SUPPLIES						
5230 BUILDING AND GROUNDS	7,321	10,000	10,000	15,400	15,400	15,400
5260 FIELDS	13,457	16,000	16,000	16,000	16,000	16,000
5410 TOOLS	215	300	300	300	300	300
<b>Total: SUPPLIES</b>	<b>20,993</b>	<b>26,300</b>	<b>26,300</b>	<b>31,700</b>	<b>31,700</b>	<b>31,700</b>
OPERATING EXPENSES						
6160 CONTRACT SERVICES	389,326	437,000	437,000	431,000	431,000	431,000
6210 TELEPHONE	1,025	1,000	1,000	1,000	1,000	1,000
6611 ELECTRIC	7,587	4,000	8,900	9,600	10,100	
6614 WATER	124,365	165,000	168,000	172,000	175,000	
6750 VEHICLE MAINTENANCE	2,745	1,500	1,900	1,900	1,900	
6751 VEHICLE FUEL USAGE	0	400	300	500	500	
6752 VEHICLE 3RD PARTY SVC	0	1,100	800	800	800	
6940 OFFICIAL MEETINGS	0	200	200	200	200	
<b>Total: OPERATING EXPENSES</b>	<b>525,048</b>	<b>610,200</b>	<b>618,100</b>	<b>617,000</b>	<b>620,500</b>	
<b>Total:</b>	<b>546,041</b>	<b>636,500</b>	<b>644,400</b>	<b>648,700</b>	<b>652,200</b>	

**Fund/Division: 0013303**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

1.92 %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 3304</b>		<b>PUBLIC WORKS-STREETS</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	624,856	653,600	650,400	671,500	685,400
4014	VACATION SELL BACK	2,039	3,500	3,000	3,500	3,500
4015	ALLOWANCES	242	200	200	200	200
4019	STAND BY PAY	171	0	400	0	0
4021	LONGEVITY PAY	8,266	8,500	8,500	9,200	9,600
4032	PART-TIME NON-PERS	8,081	0	0	13,500	13,500
4130	OVERTIME	8,495	8,500	8,500	8,500	8,500
4241	P.E.R.S.	231,166	256,300	254,700	158,400	160,500
4242	NON-PERSABLE COMPENSATION	248	300	300	300	300
4244	MEDICAL/DENTAL INSURANCE	142,967	152,900	148,400	152,900	152,900
4245	LONG TERM DISABILITY	878	1,100	800	1,100	1,100
4247	LIFE INSURANCE	725	800	700	800	800
4250	FICA/HOSPITAL INSURANCE	9,637	9,800	9,700	10,300	10,500
4299	VACANCY RATE	0	-32,500	0	-30,900	-31,400
<b>Total: SALARIES &amp; WAGES</b>		<b>1,037,770</b>	<b>1,063,000</b>	<b>1,085,600</b>	<b>999,300</b>	<b>1,015,400</b>
SUPPLIES						
5260	FIELDS	72,232	85,000	80,000	80,000	85,000
5280	UNIFORM	7,997	7,000	7,000	7,000	7,000
5290	STREET SIGNS	10,018	12,000	12,000	12,000	12,000
5410	TOOLS	6,912	5,500	5,500	5,500	5,500
<b>Total: SUPPLIES</b>		<b>97,158</b>	<b>109,500</b>	<b>104,500</b>	<b>104,500</b>	<b>109,500</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	0	2,200	2,200	2,200	2,200
6210	TELEPHONE	1,052	1,100	1,000	1,000	1,000
6750	VEHICLE MAINTENANCE	96,599	44,900	58,000	55,000	55,000
6751	VEHICLE FUEL USAGE	0	24,400	25,000	27,000	27,000
6752	VEHICLE 3RD PARTY SVC	0	18,600	9,500	9,500	9,500
6790	CONTRACT TRAFFIC MARKING	85,141	120,000	120,000	110,000	110,000
6902	DISPOSAL CHARGES	8,740	9,000	9,000	9,000	9,000
6940	OFFICIAL MEETINGS	0	500	400	400	400
6970	TRAINING	0	400	300	300	300
6971	TUITION REIMBURSEMENT	3,308	5,800	2,700	1,200	1,200
<b>Total: OPERATING EXPENSES</b>		<b>194,839</b>	<b>226,900</b>	<b>228,100</b>	<b>215,600</b>	<b>215,600</b>
SPECIAL PROGRAMS						
7302	MAINTENANCE EXPENSE	25,101	24,000	24,000	24,000	24,000
<b>Total: SPECIAL PROGRAMS</b>		<b>25,101</b>	<b>24,000</b>	<b>24,000</b>	<b>24,000</b>	<b>24,000</b>
<b>Total:</b>		<b>1,354,868</b>	<b>1,423,400</b>	<b>1,442,200</b>	<b>1,343,400</b>	<b>1,364,500</b>
<b>Fund/Division: 0013304</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						(5.62) %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 3305</b>		<b>PUBLIC WORKS-TRAFFIC SGNL</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	35,080	34,800	34,900	34,800	34,800
4014	VACATION SELL BACK	334	700	800	700	700
4019	STAND BY PAY	173	300	300	300	300
4021	LONGEVITY PAY	827	800	800	1,000	1,100
4130	OVERTIME	4,841	3,500	3,500	3,500	3,500
4241	P.E.R.S	13,641	14,300	14,400	9,100	8,900
4244	MEDICAL/DENTAL INSURANCE	6,841	6,900	6,800	6,900	6,900
4245	LONG TERM DISABILITY	42	0	0	0	0
4247	LIFE INSURANCE	29	0	0	0	0
4250	FICA/HOSPITAL INSURANCE	538	600	500	600	600
4299	VACANCY RATE	0	-17,000	0	-1,700	-1,700
<b>Total: SALARIES &amp; WAGES</b>		<b>62,348</b>	<b>44,900</b>	<b>62,000</b>	<b>55,200</b>	<b>55,100</b>
<b>SUPPLIES</b>						
5260	FIELDS	9,513	10,000	10,000	10,000	10,000
5410	TOOLS	763	1,000	1,000	1,000	1,000
<b>Total: SUPPLIES</b>		<b>10,276</b>	<b>11,000</b>	<b>11,000</b>	<b>11,000</b>	<b>11,000</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	47,748	48,000	40,000	45,000	45,000
6611	ELECTRIC	37,547	38,000	43,500	44,800	46,100
6750	VEHICLE MAINTENANCE	11,427	3,900	4,900	4,500	4,500
6751	VEHICLE FUEL USAGE	0	800	2,200	2,500	2,500
6752	VEHICLE 3RD PARTY SVC	0	3,000	600	900	900
6781	SIGNAL MAINTENANCE	17,642	18,000	18,000	18,000	18,000
6970	TRAINING	380	1,500	1,400	1,500	1,500
<b>Total: OPERATING EXPENSES</b>		<b>114,744</b>	<b>113,200</b>	<b>110,600</b>	<b>117,200</b>	<b>118,500</b>
<b>Total:</b>		<b>187,368</b>	<b>169,100</b>	<b>183,600</b>	<b>183,400</b>	<b>184,600</b>
<b>Fund/Division: 0013305</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						8.46 %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 3307</b>		<b>PUBLIC WORKS-STREET CLEAN</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	162,870	161,500	162,200	161,500	161,500
4014	VACATION SELL BACK	3,043	3,500	3,500	3,500	3,500
4021	LONGEVITY PAY	5,398	5,400	5,400	5,400	5,400
4130	OVERTIME	7,641	6,500	6,500	6,500	6,500
4241	P.E.R.S	63,934	67,100	67,500	42,600	41,500
4244	MEDICAL/DENTAL INSURANCE	34,025	34,500	33,800	34,500	34,500
4245	LONG TERM DISABILITY	211	200	200	200	200
4247	LIFE INSURANCE	146	200	100	200	200
4250	FICA/HOSPITAL INSURANCE	2,436	2,500	2,400	2,400	2,400
4299	VACANCY RATE	0	-8,100	0	-7,700	-7,700
<b>Total: SALARIES &amp; WAGES</b>		<b>279,704</b>	<b>273,300</b>	<b>281,600</b>	<b>249,100</b>	<b>248,000</b>
<b>SUPPLIES</b>						
5260	FIELDS	5,000	6,000	6,000	6,000	6,000
<b>Total: SUPPLIES</b>		<b>5,000</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>	<b>6,000</b>
<b>OPERATING EXPENSES</b>						
6614	WATER	300	300	300	300	300
6750	VEHICLE MAINTENANCE	110,804	46,800	57,000	55,000	55,000
6751	VEHICLE FUEL USAGE	0	45,000	43,000	47,000	47,000
6752	VEHICLE 3RD PARTY SVC	0	3,200	3,200	3,200	3,200
<b>Total: OPERATING EXPENSES</b>		<b>111,104</b>	<b>95,300</b>	<b>103,500</b>	<b>105,500</b>	<b>105,500</b>
<b>Total:</b>		<b>395,808</b>	<b>374,600</b>	<b>391,100</b>	<b>360,600</b>	<b>359,500</b>

Fund/Division: 0013307

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(3.74) %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 3309</b>		<b>FACILITY MAINTENANCE</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	98,750	101,400	81,100	99,400	103,300
4014	VACATION SELL BACK	0	500	300	300	300
4019	STAND BY PAY	371	600	600	600	600
4021	LONGEVITY PAY	1,080	1,100	500	0	0
4032	PART-TIME NON-PERS	14,968	15,000	15,000	15,000	15,000
4130	OVERTIME	3,698	4,000	3,900	4,000	4,000
4241	P.E.R.S	35,968	39,300	30,500	21,000	22,200
4242	NON-PERSABLE COMPENSATION	143	100	100	200	200
4244	MEDICAL/DENTAL INSURANCE	19,286	19,500	15,700	19,500	19,500
4245	LONG TERM DISABILITY	114	100	100	100	100
4247	LIFE INSURANCE	146	200	100	200	200
4250	FICA/HOSPITAL INSURANCE	1,744	1,800	1,600	1,700	1,800
4299	VACANCY RATE	0	-4,900	0	-4,900	-5,000
<b>Total: SALARIES &amp; WAGES</b>		<b>176,267</b>	<b>178,700</b>	<b>149,500</b>	<b>157,100</b>	<b>162,200</b>
SUPPLIES						
5230	BUILDING AND GROUNDS	22,882	24,000	23,500	24,000	24,000
5260	FIELDS	3,400	3,500	3,500	3,500	3,500
5280	UNIFORM	2,502	2,500	2,500	2,500	2,500
5410	TOOLS	369	400	400	400	400
<b>Total: SUPPLIES</b>		<b>29,153</b>	<b>30,400</b>	<b>29,900</b>	<b>30,400</b>	<b>30,400</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	101,448	110,000	115,000	126,600	126,600
6210	TELEPHONE	5,116	5,300	5,100	5,200	5,300
6611	ELECTRIC	104,284	121,700	115,500	124,800	131,000
6612	GAS	5,585	4,500	11,500	12,100	12,700
6614	WATER	973	1,600	1,200	1,200	1,200
6750	VEHICLE MAINTENANCE	8,278	3,700	4,400	4,400	4,400
6751	VEHICLE FUEL USAGE	0	1,600	2,300	2,500	2,500
6752	VEHICLE 3RD PARTY SVC	0	1,700	600	600	600
6760	BUILDING REPAIR & MAINT	22,536	24,700	24,700	24,700	24,700
<b>Total: OPERATING EXPENSES</b>		<b>248,220</b>	<b>274,800</b>	<b>280,300</b>	<b>302,100</b>	<b>309,000</b>
SPECIAL PROGRAMS						
7265	COUNTY PARK FOUNTAIN	798	1,000	1,000	1,000	1,000
<b>Total: SPECIAL PROGRAMS</b>		<b>798</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
<b>Total:</b>		<b>454,438</b>	<b>484,900</b>	<b>460,700</b>	<b>490,600</b>	<b>502,600</b>

**Fund/Division: 0013309**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

1.18 %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 3321</b>	<b>PUBLIC WORK-STORMWATER</b>					
<b>SUPPLIES</b>						
5125	PRINT SHOP	2,000	2,000	2,000	2,000	2,000
<b>Total: SUPPLIES</b>		<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	119,471	72,000	40,000	62,000	62,000
6903	PERMITS FEES	21,344	22,000	26,700	25,000	25,000
6930	MEMBERSHIP & PUBLICATIONS	1,190	1,200	1,200	1,200	1,200
6970	TRAINING	0	2,500	500	2,000	2,000
<b>Total: OPERATING EXPENSES</b>		<b>142,005</b>	<b>97,700</b>	<b>68,400</b>	<b>90,200</b>	<b>90,200</b>
<b>Total:</b>		<b>144,005</b>	<b>99,700</b>	<b>70,400</b>	<b>92,200</b>	<b>92,200</b>

**Fund/Division: 0013321**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(7.52) %

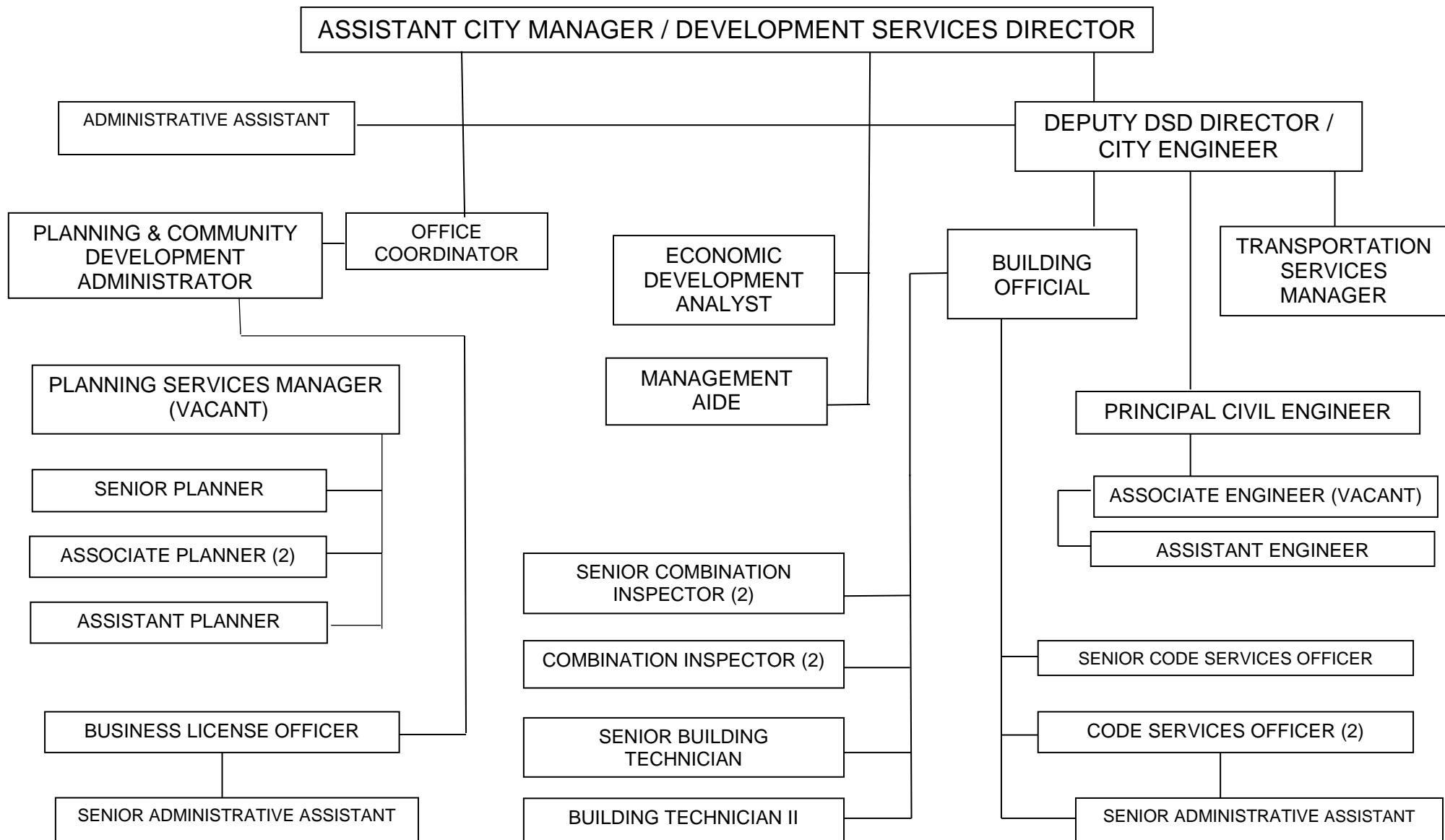
ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 3331</b>		<b>PUBLIC WORK-GARAGE</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	388,783	394,400	346,500	393,600	399,900
4014	VACATION SELL BACK	4,161	4,000	400	2,000	2,000
4019	STAND BY PAY	7,669	7,000	9,000	8,500	8,500
4021	LONGEVITY PAY	4,699	4,700	3,200	4,200	4,200
4130	OVERTIME	2,691	3,000	2,900	3,000	3,000
4241	P.E.R.S	142,616	153,600	133,500	88,400	90,100
4242	NON-PERSABLE COMPENSATION	276	300	300	300	300
4244	MEDICAL/DENTAL INSURANCE	78,961	80,300	68,500	80,300	80,300
4245	LONG TERM DISABILITY	480	600	400	600	600
4247	LIFE INSURANCE	462	500	400	500	500
4250	FICA/HOSPITAL INSURANCE	6,273	6,000	5,800	6,000	6,100
4299	VACANCY RATE	0	-19,200	0	-17,600	-17,900
<b>Total: SALARIES &amp; WAGES</b>		<b>637,071</b>	<b>635,200</b>	<b>570,900</b>	<b>569,800</b>	<b>577,600</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	154	500	500	500	500
5230	BUILDING AND GROUNDS	743	700	600	700	700
5260	FIELDS	13,846	15,000	15,000	15,000	15,000
5262	SAFETY EQUIPMENT	369	400	300	300	300
5280	UNIFORM	2,682	3,600	3,000	3,000	3,000
5410	TOOLS	5,276	5,500	5,500	5,500	5,500
<b>Total: SUPPLIES</b>		<b>23,070</b>	<b>25,700</b>	<b>24,900</b>	<b>25,000</b>	<b>25,000</b>
<b>OPERATING EXPENSES</b>						
6210	TELEPHONE	0	1,000	0	0	0
6505	GENERAL LIABILITY	900	1,000	1,000	1,000	1,000
6507	WORKERS' COMPENSATION	19,000	19,000	19,000	19,400	19,800
6611	ELECTRIC	22,995	24,700	19,800	21,400	22,500
6612	GAS	412	500	500	500	500
6614	WATER	426	1,000	600	600	600
6750	VEHICLE MAINTENANCE	10,303	4,400	5,400	5,000	5,000
6751	VEHICLE FUEL USAGE	0	2,200	2,400	2,600	2,600
6752	VEHICLE 3RD PARTY SVC	0	1,800	1,000	1,400	1,400
6902	DISPOSAL CHARGES	1,798	2,000	2,000	2,000	2,000
6903	PERMITS FEES	4,865	5,000	5,000	5,000	5,000
6970	TRAINING	1,481	3,000	2,300	3,000	3,000
<b>Total: OPERATING EXPENSES</b>		<b>62,180</b>	<b>65,600</b>	<b>59,000</b>	<b>61,900</b>	<b>63,400</b>
<b>SPECIAL PROGRAMS</b>						
7710	SERVICE CREDIT	-722,321	-725,300	-725,300	-656,700	-666,000
<b>Total: SPECIAL PROGRAMS</b>		<b>-722,321</b>	<b>-725,300</b>	<b>-725,300</b>	<b>-656,700</b>	<b>-666,000</b>
<b>Total:</b>		<b>0</b>	<b>1,200</b>	<b>-70,500</b>		<b>0</b>

**Fund/Division: 0013331**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(100.00) %

# DEVELOPMENT SERVICES DEPARTMENT



## DEVELOPMENT SERVICES DEPARTMENT

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### 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:

- **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.
- **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.
- **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.
- **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.
- **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 2021-22 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 pavement rehabilitation of First Avenue and also Michillinda, traffic signal work on Live Oak, and completion of a major downtown alley improvement project.
2. Continue to process large development projects throughout the City, including the second phase of the Le Meridien Hotel project, the Huntington Village and Huntington Parkview Mixed-Use Projects, the Indigo Hotel, residential multi-family projects and an assisted living facility.
3. Develop the City's new Housing Element, and incorporate new housing policy to meet many new State initiatives. Provide the ability to construct affordable housing units 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. Plan for a fund a new Compressed Natural Gas facility to service fleet vehicles and 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 provide transportation options to Chantry Flat and/or other specific transit services.

6. In the wake of the COVID-19 pandemic, continuously explore ways to assist our local businesses and Regional Mall in evolving and changing to fit the new retail and commercial landscape.
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. Continue to improve traffic signals and traffic flow throughout the City through improvements to hardware, camera systems, and coordination efforts.
14. Work with the recommendations of the Citizen's Financial Advisory Committee to explore the potential sale and development of the Par 3 golf course.

## **FY21-22 EMPLOYEE COUNT BY DEPARTMENT**

### ***DEVELOPMENT SERVICES***

<b><i>Position</i></b>	<b><i>FTE</i></b>
Administrative Assistant	1.00
Assistant City Manager/DSD Director	1.00
Assistant Engineer	1.00
Assistant Planner	1.00
Associate Civil Engineer	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
Economic Development Manager	1.00
Management Analyst	1.00
Office Coordinator	1.00
Planning & Community Development Administrator	1.00
Principal Civil Engineer	1.00
Senior Administrative Assistant	2.00

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>						
<b>4100 DEVELOPMENT SERVICES</b>						
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	1,996,381	2,160,800	2,143,800	2,269,200	2,309,300
4011	SPECIALIST PAY	1,946	2,000	2,000	2,000	2,000
4014	VACATION SELL BACK	18,144	27,500	25,400	31,600	32,600
4015	ALLOWANCES	8,949	9,400	9,400	9,400	9,400
4021	LONGEVITY PAY	17,477	20,600	18,300	20,600	25,900
4032	PART-TIME NON-PERS	4,334	0	500	14,700	0
4130	OVERTIME	1,447	10,900	5,100	9,500	10,200
4241	P.E.R.S.	731,532	841,400	831,400	524,800	533,300
4242	NON-PERSABLE COMPENSATION	3,625	3,900	3,800	4,000	4,000
4244	MEDICAL/DENTAL INSURANCE	333,862	354,900	339,300	368,300	368,300
4245	LONG TERM DISABILITY	2,001	2,400	1,700	2,500	2,500
4247	LIFE INSURANCE	3,073	3,600	3,100	3,700	3,700
4250	FICA/HOSPITAL INSURANCE	31,701	32,100	33,900	33,700	34,500
4299	VACANCY RATE	0	-106,700	0	-98,900	-100,000
<b>Total: SALARIES &amp; WAGES</b>		<b>3,154,471</b>	<b>3,362,800</b>	<b>3,417,700</b>	<b>3,195,100</b>	<b>3,235,700</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	35,260	35,000	33,800	37,600	37,600
5125	PRINT SHOP	12,351	18,100	14,700	20,100	20,100
5280	UNIFORM	2,305	2,600	2,100	2,800	2,800
<b>Total: SUPPLIES</b>		<b>49,916</b>	<b>55,700</b>	<b>50,600</b>	<b>60,500</b>	<b>60,500</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	282,925	453,800	461,400	725,400	427,700
6165	PLAN CHECK SERVICES	547,326	470,000	575,000	500,000	540,000
6310	MILEAGE	320	1,400	200	1,200	1,200
6505	GENERAL LIABILITY	81,500	85,300	85,300	87,000	88,700
6507	WORKERS' COMPENSATION	43,200	43,200	43,200	44,100	45,000
6730	OFFICE EQUIPMENT	3,916	6,800	5,200	7,700	5,700
6750	VEHICLE MAINTENANCE	19,361	9,900	14,600	12,700	12,700
6751	VEHICLE FUEL USAGE	0	5,000	5,000	5,000	5,000
6752	VEHICLE 3RD PARTY SVC	0	3,800	1,200	1,300	1,600
6903	PERMITS FEES	364	600	200	600	600
6930	MEMBERSHIP & PUBLICATIONS	24,267	19,700	21,100	25,100	31,100
6940	OFFICIAL MEETINGS	10,982	6,700	800	17,100	23,200
6960	EQUIPMENT REPLACEMENT	5,500	0	1,000	11,000	0
6970	TRAINING	7,546	7,600	6,900	19,300	14,600
6971	TUITION REIMBURSEMENT	5,181	13,300	7,700	9,200	9,200
6977	EMPLOYEE SUPPORT	1,040	1,400	800	1,400	1,400
<b>Total: OPERATING EXPENSES</b>		<b>1,033,429</b>	<b>1,128,500</b>	<b>1,229,600</b>	<b>1,468,100</b>	<b>1,207,700</b>
<b>SPECIAL PROGRAMS</b>						
7214	CHAMBER OF COMMERCE	80,922	84,100	83,400	85,000	86,800
7218	PBID ASSESSMENT	5,872	6,100	5,900	5,900	5,900
<b>Total: SPECIAL PROGRAMS</b>		<b>86,794</b>	<b>90,200</b>	<b>89,300</b>	<b>90,900</b>	<b>92,700</b>
<b>Total Division:</b>		<b>4,324,610</b>	<b>4,637,200</b>	<b>4,787,200</b>	<b>4,814,600</b>	<b>4,596,600</b>

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

3.83 %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 4101</b>		<b>DEV SVCS-ADMIN</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	120,319	184,100	141,900	179,400	182,400
4014	VACATION SELL BACK	3,834	5,500	5,200	8,800	8,800
4015	ALLOWANCES	2,603	3,100	3,100	3,100	3,100
4021	LONGEVITY PAY	1,488	1,900	1,400	1,900	2,300
4241	P.E.R.S	46,175	73,700	57,200	43,600	43,800
4242	NON-PERSABLE COMPENSATION	503	800	600	800	800
4244	MEDICAL/DENTAL INSURANCE	13,166	25,100	14,500	25,100	25,100
4245	LONG TERM DISABILITY	67	100	100	100	100
4247	LIFE INSURANCE	281	500	300	500	500
4250	FICA/HOSPITAL INSURANCE	1,824	2,800	2,200	2,700	2,800
4299	VACANCY RATE	0	-8,800	0	-8,000	-8,100
<b>Total: SALARIES &amp; WAGES</b>		<b>190,260</b>	<b>288,800</b>	<b>226,500</b>	<b>258,000</b>	<b>261,600</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	526	1,500	1,300	1,700	1,700
5125	PRINT SHOP	0	200	100	200	200
<b>Total: SUPPLIES</b>		<b>526</b>	<b>1,700</b>	<b>1,400</b>	<b>1,900</b>	<b>1,900</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	7,399	8,500	10,000	10,100	10,100
6310	MILEAGE	0	0	0	200	200
6505	GENERAL LIABILITY	81,500	85,300	85,300	87,000	88,700
6507	WORKERS' COMPENSATION	43,200	43,200	43,200	44,100	45,000
6750	VEHICLE MAINTENANCE	2,246	1,500	4,400	2,000	2,000
6751	VEHICLE FUEL USAGE	0	300	300	300	300
6752	VEHICLE 3RD PARTY SVC	0	1,100	600	600	600
6930	MEMBERSHIP & PUBLICATIONS	931	2,400	2,400	2,600	2,600
6940	OFFICIAL MEETINGS	628	1,100	100	4,600	4,600
6960	EQUIPMENT REPLACEMENT	5,500	0	1,000	11,000	0
6970	TRAINING	1,995	300	300	900	900
6971	TUITION REIMBURSEMENT	0	0	0	4,100	4,100
6977	EMPLOYEE SUPPORT	1,040	1,400	800	1,400	1,400
<b>Total: OPERATING EXPENSES</b>		<b>144,440</b>	<b>145,100</b>	<b>148,400</b>	<b>168,900</b>	<b>160,500</b>
<b>Total:</b>		<b>335,226</b>	<b>435,600</b>	<b>376,300</b>	<b>428,800</b>	<b>424,000</b>

**Fund/Division: 0014101**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(1.56) %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED	
<b>DIVISION: 4103</b>		<b>DEV SVCS-PLANNING</b>					
<b>SALARIES &amp; WAGES</b>							
4010	REGULAR EMPLOYEES	503,685	571,900	576,100	583,900	597,600	
4014	VACATION SELL BACK	8,705	7,500	6,000	7,500	8,000	
4015	ALLOWANCES	968	1,000	1,000	1,000	1,000	
4021	LONGEVITY PAY	2,309	3,300	2,600	3,300	4,400	
4130	OVERTIME	581	6,000	4,000	5,000	5,500	
4241	P.E.R.S	181,058	218,600	219,300	130,800	134,500	
4242	NON-PERSABLE COMPENSATION	892	800	900	800	800	
4244	MEDICAL/DENTAL INSURANCE	79,332	90,800	90,200	90,800	90,800	
4245	LONG TERM DISABILITY	484	600	400	600	600	
4247	LIFE INSURANCE	751	800	800	800	800	
4250	FICA/HOSPITAL INSURANCE	7,726	8,500	8,900	8,700	8,900	
4299	VACANCY RATE	0	-26,900	0	-25,000	-25,600	
<b>Total: SALARIES &amp; WAGES</b>		<b>786,491</b>	<b>882,900</b>	<b>910,200</b>	<b>808,200</b>	<b>827,300</b>	
<b>SUPPLIES</b>							
5110	OFFICE SUPPLIES	16,847	15,000	15,000	18,000	18,000	
5125	PRINT SHOP	3,933	7,000	5,000	8,000	8,000	
<b>Total: SUPPLIES</b>		<b>20,779</b>	<b>22,000</b>	<b>20,000</b>	<b>26,000</b>	<b>26,000</b>	
<b>OPERATING EXPENSES</b>							
6160	CONTRACT SERVICES	57,581	164,400	206,400	345,300	96,200	
6310	MILEAGE	86	400	200	200	200	
6730	OFFICE EQUIPMENT	1,274	1,800	1,000	3,500	1,500	
6750	VEHICLE MAINTENANCE	979	500	500	1,000	1,000	
6751	VEHICLE FUEL USAGE	0	200	200	200	200	
6752	VEHICLE 3RD PARTY SVC	0	400	100	200	200	
6903	PERMITS FEES	364	600	200	600	600	
6930	MEMBERSHIP & PUBLICATIONS	2,828	4,000	3,000	4,700	4,900	
6940	OFFICIAL MEETINGS	5,599	3,300	400	3,900	4,000	
6970	TRAINING	335	1,400	1,400	10,000	5,800	
6971	TUITION REIMBURSEMENT	3,000	5,100	5,100	0	0	
<b>Total: OPERATING EXPENSES</b>		<b>72,045</b>	<b>182,100</b>	<b>218,500</b>	<b>369,600</b>	<b>114,600</b>	
<b>Total:</b>		<b>879,316</b>	<b>1,087,000</b>	<b>1,148,700</b>	<b>1,203,800</b>	<b>967,900</b>	
<b>Fund/Division: 0014103</b>							
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						10.75 %	

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 4104</b>		<b>DEV SVCS-BUILDING/SAFETY</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	589,440	601,800	601,700	608,100	610,900
4011	SPECIALIST PAY	973	1,000	1,000	1,000	1,000
4014	VACATION SELL BACK	609	4,500	3,800	4,500	4,500
4015	ALLOWANCES	2,904	2,900	2,900	2,900	2,900
4021	LONGEVITY PAY	5,963	6,600	6,600	7,700	8,500
4130	OVERTIME	66	2,300	0	1,000	1,000
4241	P.E.R.S	216,051	234,500	234,000	141,700	142,000
4242	NON-PERSABLE COMPENSATION	628	700	700	700	700
4244	MEDICAL/DENTAL INSURANCE	95,900	97,500	93,200	97,500	97,500
4245	LONG TERM DISABILITY	590	700	500	700	700
4247	LIFE INSURANCE	701	800	700	800	800
4250	FICA/HOSPITAL INSURANCE	9,447	8,900	9,700	9,000	9,100
4299	VACANCY RATE	0	-28,700	0	-26,300	-26,400
<b>Total: SALARIES &amp; WAGES</b>		<b>923,272</b>	<b>933,500</b>	<b>954,800</b>	<b>849,300</b>	<b>853,200</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	3,236	3,000	3,000	3,000	3,000
5125	PRINT SHOP	861	1,800	1,800	1,600	1,600
5280	UNIFORM	1,361	1,300	1,300	1,600	1,600
<b>Total: SUPPLIES</b>		<b>5,458</b>	<b>6,100</b>	<b>6,100</b>	<b>6,200</b>	<b>6,200</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	5,479	29,700	26,000	35,000	43,800
6165	PLAN CHECK SERVICES	547,326	470,000	575,000	500,000	540,000
6310	MILEAGE	234	300	0	300	300
6730	OFFICE EQUIPMENT	14	2,000	1,200	1,200	1,200
6750	VEHICLE MAINTENANCE	16,136	7,900	9,700	9,700	9,700
6751	VEHICLE FUEL USAGE	0	4,500	4,500	4,500	4,500
6752	VEHICLE 3RD PARTY SVC	0	2,300	500	500	800
6930	MEMBERSHIP & PUBLICATIONS	7,012	1,900	1,900	1,800	7,500
6940	OFFICIAL MEETINGS	695	2,000	0	1,000	2,400
6970	TRAINING	3,460	2,500	2,500	3,600	3,600
6971	TUITION REIMBURSEMENT	2,181	0	0	0	0
<b>Total: OPERATING EXPENSES</b>		<b>582,537</b>	<b>523,100</b>	<b>621,300</b>	<b>557,600</b>	<b>613,800</b>
<b>Total:</b>		<b>1,511,266</b>	<b>1,462,700</b>	<b>1,582,200</b>	<b>1,413,100</b>	<b>1,473,200</b>

**Fund/Division: 0014104**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(3.39) %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 4105</b>		<b>DEV SVCS-CODE SERVICES</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	249,348	263,400	288,900	270,700	277,100
4014	VACATION SELL BACK	158	700	0	800	800
4015	ALLOWANCES	1,990	1,900	1,900	1,900	1,900
4021	LONGEVITY PAY	0	1,100	400	500	2,700
4032	PART-TIME NON-PERS	4,334	0	0	0	0
4130	OVERTIME	0	1,500	0	900	900
4241	P.E.R.S	87,086	98,400	107,200	57,300	60,100
4242	NON-PERSABLE COMPENSATION	167	200	200	200	200
4244	MEDICAL/DENTAL INSURANCE	59,057	55,400	59,600	55,400	55,400
4245	LONG TERM DISABILITY	365	400	300	400	400
4247	LIFE INSURANCE	331	400	300	400	400
4250	FICA/HOSPITAL INSURANCE	4,257	3,800	4,700	3,900	4,100
4299	VACANCY RATE	0	-12,800	0	-11,800	-12,100
<b>Total: SALARIES &amp; WAGES</b>		<b>407,093</b>	<b>414,400</b>	<b>463,500</b>	<b>380,600</b>	<b>391,900</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	3,374	3,600	3,500	3,100	3,100
5125	PRINT SHOP	1,239	1,900	1,500	2,100	2,100
5280	UNIFORM	945	1,300	800	1,200	1,200
<b>Total: SUPPLIES</b>		<b>5,558</b>	<b>6,800</b>	<b>5,800</b>	<b>6,400</b>	<b>6,400</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	35,298	61,200	60,800	59,000	71,700
6310	MILEAGE	0	400	0	200	200
6730	OFFICE EQUIPMENT	421	0	0	0	0
6930	MEMBERSHIP & PUBLICATIONS	475	600	600	600	600
6940	OFFICIAL MEETINGS	1,901	0	0	0	3,500
6970	TRAINING	1,258	1,500	800	2,100	1,600
<b>Total: OPERATING EXPENSES</b>		<b>39,353</b>	<b>63,700</b>	<b>62,200</b>	<b>61,900</b>	<b>77,600</b>
<b>Total:</b>		<b>452,004</b>	<b>484,900</b>	<b>531,500</b>	<b>448,900</b>	<b>475,900</b>
<b>Fund/Division: 0014105</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						(7.42) %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 4106</b>		<b>DEV SVCS-BUSINESS LICENSE</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	133,012	138,700	137,700	140,500	141,300
4011	SPECIALIST PAY	973	1,000	1,000	1,000	1,000
4014	VACATION SELL BACK	0	0	500	0	0
4021	LONGEVITY PAY	2,755	2,700	2,700	3,100	3,400
4130	OVERTIME	387	1,100	1,100	2,600	2,800
4241	P.E.R.S	50,041	55,300	54,900	34,000	33,900
4244	MEDICAL/DENTAL INSURANCE	26,440	26,700	25,600	26,700	26,700
4245	LONG TERM DISABILITY	168	200	100	200	200
4247	LIFE INSURANCE	117	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	2,243	2,100	2,300	2,100	2,100
4299	VACANCY RATE	0	-6,800	0	-6,300	-6,300
<b>Total: SALARIES &amp; WAGES</b>		<b>216,138</b>	<b>221,100</b>	<b>226,000</b>	<b>204,000</b>	<b>205,200</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	9,088	9,500	8,700	9,500	9,500
5125	PRINT SHOP	6,076	6,000	6,000	7,500	7,500
<b>Total: SUPPLIES</b>		<b>15,164</b>	<b>15,500</b>	<b>14,700</b>	<b>17,000</b>	<b>17,000</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	9,804	10,200	10,200	10,500	10,500
6310	MILEAGE	0	300	0	300	300
6730	OFFICE EQUIPMENT	93	0	0	0	0
6930	MEMBERSHIP & PUBLICATIONS	100	100	200	300	300
6940	OFFICIAL MEETINGS	1,052	300	300	2,200	2,100
6970	TRAINING	498	400	400	1,200	1,200
6971	TUITION REIMBURSEMENT	0	8,200	2,600	5,100	5,100
<b>Total: OPERATING EXPENSES</b>		<b>11,547</b>	<b>19,500</b>	<b>13,700</b>	<b>19,600</b>	<b>19,500</b>
<b>Total:</b>		<b>242,849</b>	<b>256,100</b>	<b>254,400</b>	<b>240,600</b>	<b>241,700</b>

**Fund/Division: 0014106**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(6.05) %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 4107</b>		<b>DEV SVCS-ENGINEERING</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	316,044	311,700	307,900	388,500	397,000
4014	VACATION SELL BACK	3,225	6,300	6,500	6,500	6,500
4015	ALLOWANCES	484	500	500	500	500
4021	LONGEVITY PAY	3,637	3,600	3,200	2,700	3,200
4032	PART-TIME NON-PERS	0	0	500	14,700	0
4130	OVERTIME	413	0	0	0	0
4241	P.E.R.S.	118,573	124,500	122,200	92,000	93,100
4242	NON-PERSABLE COMPENSATION	1,013	1,000	1,000	1,000	1,000
4244	MEDICAL/DENTAL INSURANCE	46,341	44,700	42,000	58,100	58,100
4245	LONG TERM DISABILITY	258	300	200	400	400
4247	LIFE INSURANCE	649	700	600	800	800
4250	FICA/HOSPITAL INSURANCE	4,803	4,700	4,700	5,800	5,900
4299	VACANCY RATE	0	-18,400	0	-17,100	-17,000
<b>Total: SALARIES &amp; WAGES</b>		<b>495,441</b>	<b>479,600</b>	<b>489,300</b>	<b>553,900</b>	<b>549,500</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	1,780	2,000	2,000	2,000	2,000
5125	PRINT SHOP	186	700	300	500	500
<b>Total: SUPPLIES</b>		<b>1,966</b>	<b>2,700</b>	<b>2,300</b>	<b>2,500</b>	<b>2,500</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	43,936	76,000	74,300	61,300	76,000
6730	OFFICE EQUIPMENT	2,115	3,000	3,000	3,000	3,000
6930	MEMBERSHIP & PUBLICATIONS	838	1,500	2,300	2,300	2,300
6940	OFFICIAL MEETINGS	112	0	0	2,500	2,500
6970	TRAINING	0	1,500	1,500	1,500	1,500
<b>Total: OPERATING EXPENSES</b>		<b>47,001</b>	<b>82,000</b>	<b>81,100</b>	<b>70,600</b>	<b>85,300</b>
<b>Total:</b>		<b>544,409</b>	<b>564,300</b>	<b>572,700</b>	<b>627,000</b>	<b>637,300</b>
<b>Fund/Division: 0014107</b>		OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				
						11.11 %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 4108</b>		<b>DSD-ECONOMIC DEVELOPMENT</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	84,532	89,200	89,600	98,100	103,000
4014	VACATION SELL BACK	1,614	3,000	3,400	3,500	4,000
4021	LONGEVITY PAY	1,324	1,400	1,400	1,400	1,400
4241	P.E.R.S	32,547	36,400	36,600	25,400	25,900
4242	NON-PERSABLE COMPENSATION	423	400	400	500	500
4244	MEDICAL/DENTAL INSURANCE	13,626	14,700	14,200	14,700	14,700
4245	LONG TERM DISABILITY	67	100	100	100	100
4247	LIFE INSURANCE	243	300	300	300	300
4250	FICA/HOSPITAL INSURANCE	1,401	1,300	1,400	1,500	1,600
4299	VACANCY RATE	0	-4,300	0	-4,400	-4,500
<b>Total: SALARIES &amp; WAGES</b>		<b>135,777</b>	<b>142,500</b>	<b>147,400</b>	<b>141,100</b>	<b>147,000</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	410	400	300	300	300
5125	PRINT SHOP	55	500	0	200	200
<b>Total: SUPPLIES</b>		<b>465</b>	<b>900</b>	<b>300</b>	<b>500</b>	<b>500</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	123,428	103,800	73,700	114,200	119,400
6930	MEMBERSHIP & PUBLICATIONS	12,082	9,200	10,700	12,800	12,900
6940	OFFICIAL MEETINGS	995	0	0	2,900	4,100
<b>Total: OPERATING EXPENSES</b>		<b>136,505</b>	<b>113,000</b>	<b>84,400</b>	<b>129,900</b>	<b>136,400</b>
<b>SPECIAL PROGRAMS</b>						
7214	CHAMBER OF COMMERCE	80,922	84,100	83,400	85,000	86,800
7218	PBID ASSESSMENT	5,872	6,100	5,900	5,900	5,900
<b>Total: SPECIAL PROGRAMS</b>		<b>86,794</b>	<b>90,200</b>	<b>89,300</b>	<b>90,900</b>	<b>92,700</b>
<b>Total:</b>		<b>359,540</b>	<b>346,600</b>	<b>321,400</b>	<b>362,400</b>	<b>376,600</b>

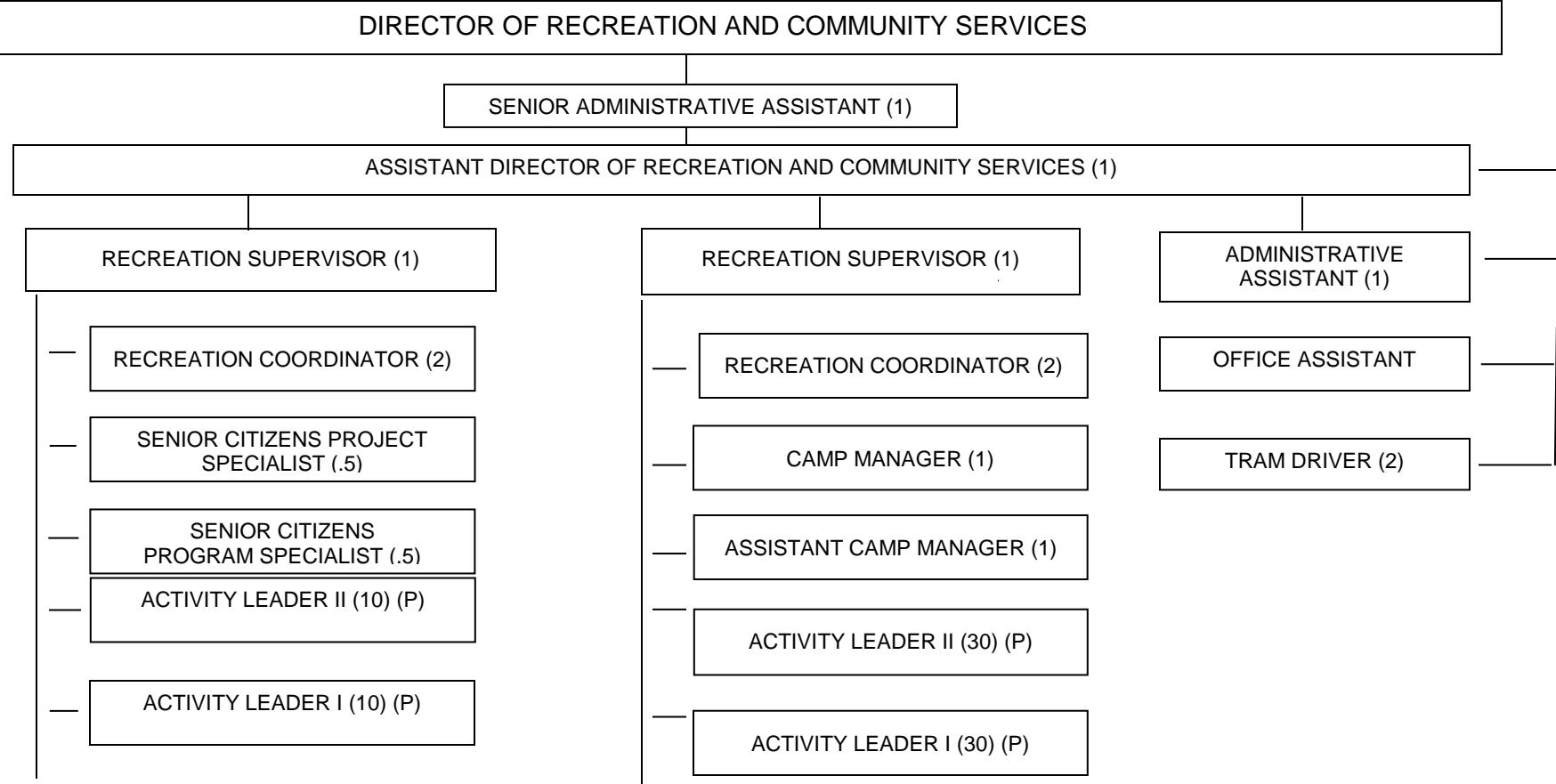
**Fund/Division: 0014108**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

4.56 %

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# RECREATION AND COMMUNITY SERVICES



## RECREATION AND COMMUNITY SERVICES DEPARTMENT

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### **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. This division also is responsible for the City's response to homelessness. Grants and services to those experiencing homelessness are programmed under 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, both City owned and for the Arcadia Unified School District. In addition, the Division works cooperatively with the Library/Museum and Arcadia Unified School District to maximize joint use of facilities, including the Floretta K. Lauber Museum Education Center and the Dana Gymnasium. The Division is also responsible for the programming and scheduling of the City's Wilderness Park/Preserve and Transit Plaza.

## **FY 2021-22 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 various projects.
9. Continue to implement projects from the Recreation and Parks Master Plan. Begin and complete the renovation of Newcastle Park. Begin the next projects identified in the Recreation and Parks Master Plan. Explore grant opportunities with the Public Works Services Department.
10. Continue implementing the City's Homelessness Plan. Continue to inform the community about Arcadia's response to homelessness. Explore the opportunity to extend the Homeless Resource Hub. Explore opportunities for homeless shelters. Continue to explore a number of grant opportunities and maximize collaborations for maximizing programs and supportive services.

## **FY21-22 EMPLOYEE COUNT BY DEPARTMENT**

### ***RECREATION***

<b><i>Position</i></b>	<b><i>FTE</i></b>
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
<b>TOTAL</b>	<b>12.00</b>

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>						
<b>5500 RECREATION &amp; COMMUNITY SERVICES</b>						
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	836,098	828,700	838,200	844,800	860,000
4011	SPECIALIST PAY	973	1,000	1,000	1,000	1,000
4014	VACATION SELL BACK	7,710	2,900	6,200	4,500	4,500
4015	ALLOWANCES	7,111	6,700	6,700	6,700	6,700
4021	LONGEVITY PAY	8,808	12,300	10,600	14,400	14,400
4030	PART-TIME PERS ONLY	5,744	15,800	31,700	42,600	42,700
4032	PART-TIME NON-PERS	450,778	370,300	137,600	542,100	543,900
4130	OVERTIME	2,401	0	400	0	0
4241	P.E.R.S	305,812	323,800	330,600	197,000	199,800
4242	NON-PERSABLE COMPENSATION	2,039	1,800	2,100	2,100	2,100
4244	MEDICAL/DENTAL INSURANCE	168,159	170,700	167,800	174,600	174,600
4245	LONG TERM DISABILITY	1,056	1,200	800	1,200	1,200
4247	LIFE INSURANCE	1,588	1,600	1,700	1,800	1,800
4250	FICA/HOSPITAL INSURANCE	20,042	18,900	15,400	21,200	21,200
4299	VACANCY RATE	0	-40,900	0	-55,500	-56,300
<b>Total: SALARIES &amp; WAGES</b>		<b>1,818,318</b>	<b>1,714,800</b>	<b>1,550,800</b>	<b>1,798,500</b>	<b>1,817,600</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	11,229	15,600	9,800	16,400	15,100
5115	PROGRAM EXPENSES	13,813	5,500	1,700	17,400	20,000
5116	SENIOR MEAL PROGRAM	7,421	29,000	0	29,000	29,000
5125	PRINT SHOP	40,368	50,500	16,100	84,700	55,500
5210	ATHLETIC	1,078	300	0	1,300	1,300
5220	AWARDS	2,377	0	0	0	2,400
5230	BUILDING AND GROUNDS	16,127	17,700	15,800	20,700	20,700
5241	DAY CAMP	36,981	42,400	36,800	48,100	61,000
5242	WINTER/SPRING/FALL CAMP	1,448	2,800	500	3,000	3,000
5243	SPORTS CAMP	13,554	5,300	3,300	6,000	15,000
5244	NATURE	93	100	0	200	200
5250	CRAFT	175	500	500	500	500
5280	UNIFORM	2,627	1,400	200	3,900	3,900
5410	TOOLS	30	100	100	200	200
<b>Total: SUPPLIES</b>		<b>147,322</b>	<b>171,200</b>	<b>84,800</b>	<b>231,400</b>	<b>227,800</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	139,842	147,800	123,800	192,900	174,100
6163	CABLE TECH SERVICES	2,961	3,500	3,600	4,000	4,000
6169	CONTRACT EMPLOYEES	427,012	354,600	121,400	392,300	605,000
6210	TELEPHONE	7,855	8,200	8,000	8,100	8,200
6505	GENERAL LIABILITY	59,900	62,700	62,700	63,400	64,700
6507	WORKERS' COMPENSATION	77,200	77,200	77,200	78,000	79,600
6611	ELECTRIC	68,271	93,900	68,000	84,200	87,600
6612	GAS	6,215	6,400	6,200	6,500	6,800
6614	WATER	6,543	8,000	6,400	8,000	8,000
6730	OFFICE EQUIPMENT	3,583	5,100	5,000	6,200	6,200
6750	VEHICLE MAINTENANCE	8,323	4,500	7,500	5,400	5,300
6751	VEHICLE FUEL USAGE	0	2,300	1,300	1,800	1,800
6752	VEHICLE 3RD PARTY SVC	0	1,800	1,800	1,400	1,500
6760	BUILDING REPAIR & MAINT	15,956	18,000	16,900	20,000	21,000
6930	MEMBERSHIP & PUBLICATIONS	7,588	6,300	6,200	8,000	8,500

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
6940	OFFICIAL MEETINGS	6,531	1,600	1,600	10,100	10,300
6960	EQUIPMENT REPLACEMENT	12,222	15,000	3,000	44,800	15,000
6970	TRAINING	200	0	0	0	0
6971	TUITION REIMBURSEMENT	4,987	5,200	5,100	15,300	15,300
6977	EMPLOYEE SUPPORT	775	800	800	800	800
6998	MISC EXP	500	500	500	500	500
<b>Total: OPERATING EXPENSES</b>		<b>856,464</b>	<b>823,400</b>	<b>527,000</b>	<b>951,700</b>	<b>1,124,200</b>
SPECIAL PROGRAMS						
7130	SENIOR CITIZENS COMM	2,504	1,000	1,000	3,000	3,000
7160	EXPENDITURE REIMBURSED	5,644	0	0	5,100	5,100
7206	BULK MAILING	16,000	17,000	5,000	17,000	17,000
7220	EXCURSIONS/SPECIAL EVENT	100,069	40,300	14,000	137,500	136,600
<b>Total: SPECIAL PROGRAMS</b>		<b>124,217</b>	<b>58,300</b>	<b>20,000</b>	<b>162,600</b>	<b>161,700</b>
<b>Total Division:</b>		<b>2,946,321</b>	<b>2,767,700</b>	<b>2,182,600</b>	<b>3,144,200</b>	<b>3,331,300</b>

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR 13.60 %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 5501</b>		<b>RECREATION-ADMIN</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	282,679	246,000	247,000	246,000	246,000
4011	SPECIALIST PAY	973	1,000	1,000	1,000	1,000
4014	VACATION SELL BACK	1,535	2,000	2,000	0	0
4015	ALLOWANCES	4,913	4,400	4,400	4,400	4,400
4021	LONGEVITY PAY	2,013	2,500	3,500	3,500	3,500
4030	PART-TIME PERS ONLY	0	0	100	0	0
4032	PART-TIME NON-PERS	7,131	6,500	0	6,500	6,500
4241	P.E.R.S	104,108	96,900	98,400	59,000	58,400
4242	NON-PERSABLE COMPENSATION	858	700	700	700	700
4244	MEDICAL/DENTAL INSURANCE	45,928	42,500	44,800	42,500	42,500
4245	LONG TERM DISABILITY	263	300	200	300	300
4247	LIFE INSURANCE	578	500	500	500	500
4250	FICA/HOSPITAL INSURANCE	4,374	3,700	4,000	3,700	3,700
4299	VACANCY RATE	0	-12,000	0	-11,000	-11,000
<b>Total: SALARIES &amp; WAGES</b>		<b>455,353</b>	<b>395,000</b>	<b>406,600</b>	<b>357,100</b>	<b>356,500</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	7,665	10,700	8,300	9,500	9,500
5125	PRINT SHOP	39,803	50,000	16,100	51,000	51,000
5230	BUILDING AND GROUNDS	0	3,000	1,500	3,000	3,000
<b>Total: SUPPLIES</b>		<b>47,468</b>	<b>63,700</b>	<b>25,900</b>	<b>63,500</b>	<b>63,500</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	7,987	15,100	14,400	15,100	15,100
6505	GENERAL LIABILITY	59,900	62,700	62,700	63,400	64,700
6507	WORKERS' COMPENSATION	77,200	77,200	77,200	78,000	79,600
6750	VEHICLE MAINTENANCE	7,200	3,900	4,500	4,700	4,700
6751	VEHICLE FUEL USAGE	0	2,100	1,100	1,500	1,500
6752	VEHICLE 3RD PARTY SVC	0	1,400	400	1,200	1,200
6930	MEMBERSHIP & PUBLICATIONS	6,939	5,600	5,500	6,300	6,800
6940	OFFICIAL MEETINGS	5,674	1,000	1,000	8,900	8,900
6960	EQUIPMENT REPLACEMENT	12,222	15,000	3,000	44,800	15,000
6977	EMPLOYEE SUPPORT	775	800	800	800	800
6998	MISC EXP	500	500	500	500	500
<b>Total: OPERATING EXPENSES</b>		<b>178,398</b>	<b>185,300</b>	<b>171,100</b>	<b>225,200</b>	<b>198,800</b>
<b>SPECIAL PROGRAMS</b>						
7160	EXPENDITURE REIMBURSED	390	0	0	0	0
7206	BULK MAILING	16,000	17,000	5,000	17,000	17,000
<b>Total: SPECIAL PROGRAMS</b>		<b>16,390</b>	<b>17,000</b>	<b>5,000</b>	<b>17,000</b>	<b>17,000</b>
<b>Total:</b>		<b>697,609</b>	<b>661,000</b>	<b>608,600</b>	<b>662,800</b>	<b>635,800</b>
<b>Fund/Division: 0015501</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						0.27 %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 5502</b>		<b>RECREATION-COMMUNITY CTR</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	47,259	47,300	49,300	48,100	48,900
4014	VACATION SELL BACK	485	200	600	700	700
4015	ALLOWANCES	279	300	300	300	300
4021	LONGEVITY PAY	680	900	800	1,000	1,000
4030	PART-TIME PERS ONLY	873	8,800	16,100	4,000	4,000
4032	PART-TIME NON-PERS	25,096	23,200	16,200	25,400	25,400
4130	OVERTIME	0	0	100	0	0
4241	P.E.R.S.	17,469	18,700	19,600	11,500	11,600
4242	NON-PERSABLE COMPENSATION	149	200	200	200	200
4244	MEDICAL/DENTAL INSURANCE	9,340	9,400	9,100	9,400	9,400
4245	LONG TERM DISABILITY	61	100	100	100	100
4247	LIFE INSURANCE	85	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	1,156	1,300	900	1,100	1,100
4299	VACANCY RATE	0	-2,300	0	-3,100	-3,100
<b>Total: SALARIES &amp; WAGES</b>		<b>102,931</b>	<b>108,200</b>	<b>113,400</b>	<b>98,800</b>	<b>99,700</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	391	1,500	500	1,500	2,000
5230	BUILDING AND GROUNDS	15,614	14,000	14,000	16,500	16,500
<b>Total: SUPPLIES</b>		<b>16,006</b>	<b>15,500</b>	<b>14,500</b>	<b>18,000</b>	<b>18,500</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	79,672	81,000	75,400	86,800	86,800
6163	CABLE TECH SERVICES	1,802	2,300	2,000	2,800	2,800
6210	TELEPHONE	5,113	5,300	5,400	5,500	5,600
6611	ELECTRIC	57,763	72,300	49,900	63,900	67,100
6612	GAS	5,252	5,400	5,200	5,500	5,800
6614	WATER	6,151	7,600	6,200	7,600	7,600
6730	OFFICE EQUIPMENT	3,583	5,000	5,000	6,000	6,000
6760	BUILDING REPAIR & MAINT	9,996	10,000	9,500	10,000	11,000
6971	TUITION REIMBURSEMENT	0	0	0	800	800
<b>Total: OPERATING EXPENSES</b>		<b>169,332</b>	<b>188,900</b>	<b>158,600</b>	<b>188,900</b>	<b>193,500</b>
<b>SPECIAL PROGRAMS</b>						
<b>Total: SPECIAL PROGRAMS</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total:</b>		<b>288,269</b>	<b>312,600</b>	<b>286,500</b>	<b>305,700</b>	<b>311,700</b>
<b>Fund/Division: 0015502</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(2.21) %	

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 5503</b>		<b>DANA GYM</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	38,096	43,400	43,500	45,300	46,900
4014	VACATION SELL BACK	403	0	400	500	500
4015	ALLOWANCES	146	200	200	200	200
4021	LONGEVITY PAY	63	500	100	300	300
4032	PART-TIME NON-PERS	31,275	24,500	1,000	31,100	35,400
4130	OVERTIME	858	0	100	0	0
4241	P.E.R.S	13,479	16,400	16,200	9,600	10,200
4242	NON-PERSABLE COMPENSATION	72	100	100	100	100
4244	MEDICAL/DENTAL INSURANCE	9,532	9,800	9,700	10,100	10,100
4245	LONG TERM DISABILITY	55	100	0	100	100
4247	LIFE INSURANCE	72	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	1,086	1,000	700	1,200	1,200
4299	VACANCY RATE	0	-2,100	0	-3,000	-3,200
<b>Total: SALARIES &amp; WAGES</b>		<b>95,138</b>	<b>94,000</b>	<b>72,100</b>	<b>95,600</b>	<b>101,900</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	465	400	100	400	500
5210	ATHLETIC	83	300	0	300	300
<b>Total: SUPPLIES</b>		<b>549</b>	<b>700</b>	<b>100</b>	<b>700</b>	<b>800</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	28,201	23,800	7,000	35,100	39,100
6169	CONTRACT EMPLOYEES	77,107	84,400	8,000	47,600	114,800
6611	ELECTRIC	5,816	15,600	15,600	15,600	15,600
6612	GAS	963	1,000	1,000	1,000	1,000
6614	WATER	392	400	200	400	400
6760	BUILDING REPAIR & MAINT	5,960	8,000	7,400	10,000	10,000
6930	MEMBERSHIP & PUBLICATIONS	649	700	700	700	700
6971	TUITION REIMBURSEMENT	1,950	2,100	2,000	3,000	3,000
<b>Total: OPERATING EXPENSES</b>		<b>121,037</b>	<b>136,000</b>	<b>41,900</b>	<b>113,400</b>	<b>184,600</b>
<b>SPECIAL PROGRAMS</b>						
7220	EXCURSIONS/SPECIAL EVENT	1,630	1,400	0	3,900	3,900
<b>Total: SPECIAL PROGRAMS</b>		<b>1,630</b>	<b>1,400</b>	<b>0</b>	<b>3,900</b>	<b>3,900</b>
<b>Total:</b>		<b>218,353</b>	<b>232,100</b>	<b>114,100</b>	<b>213,600</b>	<b>291,200</b>
<b>Fund/Division: 0015503</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						(7.97) %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 5504</b>		<b>RECREATION-FEE &amp; CHARGES</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	66,712	70,800	71,100	71,600	72,300
4014	VACATION SELL BACK	1,896	200	600	400	400
4015	ALLOWANCES	228	200	200	200	200
4021	LONGEVITY PAY	340	500	400	1,300	1,300
4030	PART-TIME PERS ONLY	75	0	0	0	0
4032	PART-TIME NON-PERS	17,866	8,400	300	28,000	28,000
4130	OVERTIME	6	0	100	0	0
4241	P.E.R.S.	24,037	27,100	27,000	16,200	16,400
4242	NON-PERSABLE COMPENSATION	127	100	100	100	100
4244	MEDICAL/DENTAL INSURANCE	14,949	15,900	15,400	15,900	15,900
4245	LONG TERM DISABILITY	87	100	100	100	100
4247	LIFE INSURANCE	120	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	1,340	1,300	1,100	1,500	1,500
4299	VACANCY RATE	0	-3,500	0	-4,100	-4,100
<b>Total: SALARIES &amp; WAGES</b>		<b>127,782</b>	<b>121,200</b>	<b>116,500</b>	<b>131,300</b>	<b>132,200</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	85	500	200	500	500
5115	PROGRAM EXPENSES	110	0	0	0	0
<b>Total: SUPPLIES</b>		<b>195</b>	<b>500</b>	<b>200</b>	<b>500</b>	<b>500</b>
<b>OPERATING EXPENSES</b>						
6169	CONTRACT EMPLOYEES	248,389	210,000	70,600	245,000	350,000
6970	TRAINING	200	0	0	0	0
6971	TUITION REIMBURSEMENT	0	0	0	500	500
<b>Total: OPERATING EXPENSES</b>		<b>248,589</b>	<b>210,000</b>	<b>70,600</b>	<b>245,500</b>	<b>350,500</b>
<b>SPECIAL PROGRAMS</b>						
7220	EXCURSIONS/SPECIAL EVENT	29,985	13,700	1,000	46,500	50,100
<b>Total: SPECIAL PROGRAMS</b>		<b>29,985</b>	<b>13,700</b>	<b>1,000</b>	<b>46,500</b>	<b>50,100</b>
<b>Total:</b>		<b>406,551</b>	<b>345,400</b>	<b>188,300</b>	<b>423,800</b>	<b>533,300</b>
<b>Fund/Division: 0015504</b>						22.70 %
<b>OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR</b>						

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 5505</b>		<b>RECREATION-NATURE</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	24,561	27,500	27,600	28,900	30,000
4014	VACATION SELL BACK	0	0	200	200	200
4015	ALLOWANCES	155	100	100	100	100
4021	LONGEVITY PAY	205	400	100	200	200
4030	PART-TIME PERS ONLY	1,255	0	4,600	21,500	21,500
4032	PART-TIME NON-PERS	38,250	35,300	18,000	44,000	44,000
4130	OVERTIME	643	0	0	0	0
4241	P.E.R.S.	10,655	10,400	11,000	6,100	6,500
4242	NON-PERSABLE COMPENSATION	51	0	100	100	100
4244	MEDICAL/DENTAL INSURANCE	7,199	6,200	6,300	6,600	6,600
4245	LONG TERM DISABILITY	35	0	0	0	0
4247	LIFE INSURANCE	48	0	100	100	100
4250	FICA/HOSPITAL INSURANCE	1,051	1,000	600	1,400	1,400
4299	VACANCY RATE	0	-1,400	0	-3,300	-3,300
<b>Total: SALARIES &amp; WAGES</b>		<b>84,108</b>	<b>79,500</b>	<b>68,700</b>	<b>105,900</b>	<b>107,400</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	297	200	0	300	300
5230	BUILDING AND GROUNDS	513	700	300	1,200	1,200
5243	SPORTS CAMP	50	0	0	0	0
5244	NATURE	93	100	0	200	200
5280	UNIFORM	296	100	0	300	300
5410	TOOLS	30	100	100	200	200
<b>Total: SUPPLIES</b>		<b>1,279</b>	<b>1,200</b>	<b>400</b>	<b>2,200</b>	<b>2,200</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	0	200	0	200	200
6163	CABLE TECH SERVICES	1,159	1,200	1,600	1,200	1,200
6169	CONTRACT EMPLOYEES	10,416	10,500	20,100	28,000	28,000
6210	TELEPHONE	2,501	2,500	2,400	2,400	2,400
6611	ELECTRIC	4,692	6,000	2,500	4,700	4,900
6730	OFFICE EQUIPMENT	0	100	0	200	200
6750	VEHICLE MAINTENANCE	1,123	600	3,000	700	600
6751	VEHICLE FUEL USAGE	0	200	200	300	300
6752	VEHICLE 3RD PARTY SVC	0	400	1,400	200	300
6971	TUITION REIMBURSEMENT	1,519	1,600	1,600	2,300	2,300
<b>Total: OPERATING EXPENSES</b>		<b>21,409</b>	<b>23,300</b>	<b>32,800</b>	<b>40,200</b>	<b>40,400</b>
<b>SPECIAL PROGRAMS</b>						
<b>Total: SPECIAL PROGRAMS</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total:</b>		<b>106,796</b>	<b>104,000</b>	<b>101,900</b>	<b>148,300</b>	<b>150,000</b>
<b>Fund/Division: 0015505</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						42.60 %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 5506</b>		<b>RECREATION-FIELDS</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	29,367	37,500	37,500	39,300	41,100
4014	VACATION SELL BACK	0	0	600	700	700
4015	ALLOWANCES	247	300	300	300	300
4021	LONGEVITY PAY	72	200	200	500	500
4030	PART-TIME PERS ONLY	0	0	1,700	900	1,000
4032	PART-TIME NON-PERS	13,116	7,500	7,500	21,700	21,700
4241	P.E.R.S	9,213	14,000	14,200	8,400	8,900
4242	NON-PERSABLE COMPENSATION	152	100	200	200	200
4244	MEDICAL/DENTAL INSURANCE	5,278	6,600	7,400	7,800	7,800
4245	LONG TERM DISABILITY	29	0	0	0	0
4247	LIFE INSURANCE	91	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	620	700	900	900	900
4299	VACANCY RATE	0	-1,800	0	-2,400	-2,500
<b>Total: SALARIES &amp; WAGES</b>		<b>58,185</b>	<b>65,200</b>	<b>70,600</b>	<b>78,400</b>	<b>80,700</b>
SUPPLIES						
<b>Total: SUPPLIES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	23,981	27,000	27,000	31,000	32,200
6971	TUITION REIMBURSEMENT	0	0	0	2,300	2,300
<b>Total: OPERATING EXPENSES</b>		<b>23,981</b>	<b>27,000</b>	<b>27,000</b>	<b>33,300</b>	<b>34,500</b>
SPECIAL PROGRAMS						
7220	EXCURSIONS/SPECIAL EVENT	0	0	0	4,500	0
<b>Total: SPECIAL PROGRAMS</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>4,500</b>	<b>0</b>
<b>Total:</b>		<b>82,167</b>	<b>92,200</b>	<b>97,600</b>	<b>116,200</b>	<b>115,200</b>
<b>Fund/Division: 0015506</b>						26.03 %
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 5507</b>		<b>RECREATION-SENIOR CITIZEN</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	216,938	210,700	216,100	213,600	216,400
4014	VACATION SELL BACK	1,741	400	600	700	700
4015	ALLOWANCES	478	500	500	500	500
4021	LONGEVITY PAY	4,933	5,300	5,000	5,300	5,300
4030	PART-TIME PERS ONLY	1,004	6,000	0	6,600	6,600
4032	PART-TIME NON-PERS	23,728	6,000	500	7,700	7,700
4130	OVERTIME	115	0	0	0	0
4241	P.E.R.S	82,944	85,200	88,200	53,300	53,000
4242	NON-PERSABLE COMPENSATION	275	300	300	300	300
4244	MEDICAL/DENTAL INSURANCE	47,541	47,300	45,300	47,300	47,300
4245	LONG TERM DISABILITY	360	400	300	400	400
4247	LIFE INSURANCE	317	400	400	400	400
4250	FICA/HOSPITAL INSURANCE	3,974	3,500	3,700	3,400	3,400
4299	VACANCY RATE	0	-10,600	0	-10,200	-10,300
<b>Total: SALARIES &amp; WAGES</b>		<b>384,347</b>	<b>355,400</b>	<b>360,900</b>	<b>329,300</b>	<b>331,700</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	1,997	2,000	600	2,000	2,000
5115	PROGRAM EXPENSES	13,704	5,500	1,700	17,400	20,000
5116	SENIOR MEAL PROGRAM	7,421	29,000	0	29,000	29,000
5125	PRINT SHOP	0	500	0	3,000	4,000
<b>Total: SUPPLIES</b>		<b>23,121</b>	<b>37,000</b>	<b>2,300</b>	<b>51,400</b>	<b>55,000</b>
<b>OPERATING EXPENSES</b>						
6169	CONTRACT EMPLOYEES	64,103	42,000	14,800	52,400	84,000
6940	OFFICIAL MEETINGS	55	0	0	0	0
6971	TUITION REIMBURSEMENT	0	0	0	800	800
<b>Total: OPERATING EXPENSES</b>		<b>64,158</b>	<b>42,000</b>	<b>14,800</b>	<b>53,200</b>	<b>84,800</b>
<b>SPECIAL PROGRAMS</b>						
7130	SENIOR CITIZENS COMM	2,504	1,000	1,000	3,000	3,000
7160	EXPENDITURE REIMBURSED	5,254	0	0	5,100	5,100
7220	EXCURSIONS/SPECIAL EVENT	19,239	11,100	9,500	29,100	29,100
<b>Total: SPECIAL PROGRAMS</b>		<b>26,997</b>	<b>12,100</b>	<b>10,500</b>	<b>37,200</b>	<b>37,200</b>
<b>Total:</b>		<b>498,623</b>	<b>446,500</b>	<b>388,500</b>	<b>471,100</b>	<b>508,700</b>
<b>Fund/Division: 0015507</b>		OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				
						5.51 %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 5508</b>		<b>RECREATION-CAMPING</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	25,236	32,200	32,200	33,800	35,300
4014	VACATION SELL BACK	241	0	400	400	400
4015	ALLOWANCES	149	200	200	200	200
4021	LONGEVITY PAY	70	400	100	400	400
4030	PART-TIME PERS ONLY	1,920	0	8,200	8,600	8,600
4032	PART-TIME NON-PERS	82,649	62,900	63,000	111,700	111,700
4130	OVERTIME	290	0	0	0	0
4241	P.E.R.S.	9,777	12,100	13,200	7,200	7,700
4242	NON-PERSABLE COMPENSATION	72	100	100	100	100
4244	MEDICAL/DENTAL INSURANCE	6,268	7,100	7,100	7,500	7,500
4245	LONG TERM DISABILITY	34	0	0	0	0
4247	LIFE INSURANCE	58	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	1,641	1,400	1,100	2,300	2,300
4299	VACANCY RATE	0	-1,600	0	-5,200	-5,200
<b>Total: SALARIES &amp; WAGES</b>		<b>128,404</b>	<b>114,900</b>	<b>125,700</b>	<b>167,100</b>	<b>169,100</b>
<b>SUPPLIES</b>						
5241	DAY CAMP	36,981	42,400	36,800	48,100	61,000
5242	WINTER/SPRING/FALL CAMP	1,448	2,800	500	3,000	3,000
5243	SPORTS CAMP	13,504	5,300	3,300	6,000	15,000
<b>Total: SUPPLIES</b>		<b>51,932</b>	<b>50,500</b>	<b>40,600</b>	<b>57,100</b>	<b>79,000</b>
<b>OPERATING EXPENSES</b>						
6940	OFFICIAL MEETINGS	802	600	600	1,200	1,400
6971	TUITION REIMBURSEMENT	506	500	500	1,500	1,500
<b>Total: OPERATING EXPENSES</b>		<b>1,309</b>	<b>1,100</b>	<b>1,100</b>	<b>2,700</b>	<b>2,900</b>
<b>SPECIAL PROGRAMS</b>						
<b>Total: SPECIAL PROGRAMS</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total:</b>		<b>181,645</b>	<b>166,500</b>	<b>167,400</b>	<b>226,900</b>	<b>251,000</b>

**Fund/Division: 0015508**

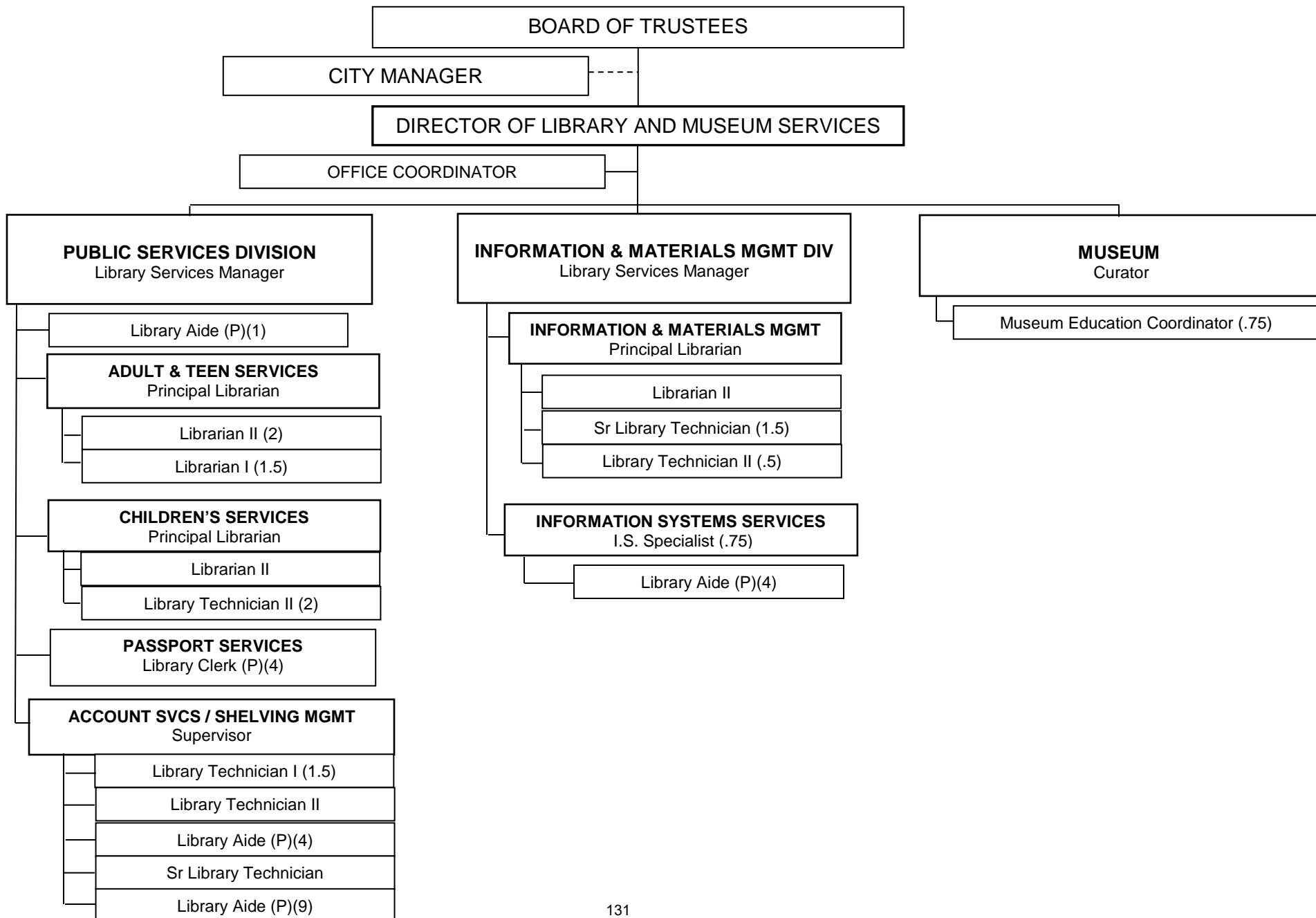
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

36.28 %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 5510</b>		<b>RECREATION-YOUTH MASTER</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	86,986	94,000	94,500	98,600	103,200
4014	VACATION SELL BACK	966	0	600	700	700
4015	ALLOWANCES	399	400	400	400	400
4021	LONGEVITY PAY	262	1,300	200	1,500	1,500
4030	PART-TIME PERS ONLY	618	1,000	1,000	1,000	1,000
4032	PART-TIME NON-PERS	198,869	189,500	31,000	250,500	250,500
4130	OVERTIME	488	0	0	0	0
4241	P.E.R.S.	27,390	35,400	35,300	21,100	22,500
4242	NON-PERSABLE COMPENSATION	220	100	200	200	200
4244	MEDICAL/DENTAL INSURANCE	18,232	22,000	18,900	23,600	23,600
4245	LONG TERM DISABILITY	110	200	100	200	200
4247	LIFE INSURANCE	174	100	200	200	200
4250	FICA/HOSPITAL INSURANCE	4,319	4,500	2,100	5,200	5,200
4299	VACANCY RATE	0	-4,600	0	-12,100	-12,300
<b>Total: SALARIES &amp; WAGES</b>		<b>339,034</b>	<b>343,900</b>	<b>184,500</b>	<b>391,100</b>	<b>396,900</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	128	0	0	0	0
5125	PRINT SHOP	565	0	0	500	500
5210	ATHLETIC	995	0	0	1,000	1,000
5220	AWARDS	2,377	0	0	0	2,400
5250	CRAFT	175	500	500	500	500
5280	UNIFORM	2,331	1,300	200	3,600	3,600
<b>Total: SUPPLIES</b>		<b>6,572</b>	<b>1,800</b>	<b>700</b>	<b>5,600</b>	<b>8,000</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	0	700	0	400	700
6169	CONTRACT EMPLOYEES	6,189	0	0	7,200	7,200
6210	TELEPHONE	241	400	200	200	200
6930	MEMBERSHIP & PUBLICATIONS	0	0	0	1,000	1,000
6971	TUITION REIMBURSEMENT	1,012	1,000	1,000	3,800	3,800
<b>Total: OPERATING EXPENSES</b>		<b>7,443</b>	<b>2,100</b>	<b>1,200</b>	<b>12,600</b>	<b>12,900</b>
<b>SPECIAL PROGRAMS</b>						
7220	EXCURSIONS/SPECIAL EVENT	49,215	14,000	3,400	53,500	53,500
<b>Total: SPECIAL PROGRAMS</b>		<b>49,215</b>	<b>14,000</b>	<b>3,400</b>	<b>53,500</b>	<b>53,500</b>
<b>Total:</b>		<b>402,263</b>	<b>361,800</b>	<b>189,800</b>	<b>462,800</b>	<b>471,300</b>
<b>Fund/Division: 0015510</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						27.92 %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 5520</b>		<b>RECREATION-MUSEUM EDUCATN</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	18,264	19,300	19,400	19,600	19,900
4014	VACATION SELL BACK	444	100	200	200	200
4015	ALLOWANCES	117	100	100	100	100
4021	LONGEVITY PAY	171	300	200	400	400
4032	PART-TIME NON-PERS	12,798	6,500	100	7,000	13,000
4130	OVERTIME	0	0	100	0	0
4241	P.E.R.S	6,741	7,600	7,500	4,600	4,600
4242	NON-PERSABLE COMPENSATION	64	100	100	100	100
4244	MEDICAL/DENTAL INSURANCE	3,892	3,900	3,800	3,900	3,900
4245	LONG TERM DISABILITY	21	0	0	0	0
4247	LIFE INSURANCE	44	100	0	100	100
4250	FICA/HOSPITAL INSURANCE	482	500	300	400	500
4299	VACANCY RATE	0	-1,000	0	-1,100	-1,300
<b>Total: SALARIES &amp; WAGES</b>		<b>43,037</b>	<b>37,500</b>	<b>31,800</b>	<b>35,300</b>	<b>41,500</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	200	300	100	300	300
<b>Total: SUPPLIES</b>		<b>200</b>	<b>300</b>	<b>100</b>	<b>300</b>	<b>300</b>
<b>OPERATING EXPENSES</b>						
6169	CONTRACT EMPLOYEES	20,807	7,700	7,900	12,100	21,000
6971	TUITION REIMBURSEMENT	0	0	0	300	300
<b>Total: OPERATING EXPENSES</b>		<b>20,807</b>	<b>7,700</b>	<b>7,900</b>	<b>12,400</b>	<b>21,300</b>
<b>SPECIAL PROGRAMS</b>						
7220	EXCURSIONS/SPECIAL EVENT	0	100	100	0	0
<b>Total: SPECIAL PROGRAMS</b>		<b>0</b>	<b>100</b>	<b>100</b>	<b>0</b>	<b>0</b>
<b>Total:</b>		<b>64,044</b>	<b>45,600</b>	<b>39,900</b>	<b>48,000</b>	<b>63,100</b>
<b>Fund/Division: 0015520</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						5.26 %

# LIBRARY AND MUSEUM SERVICES



## LIBRARY AND MUSEUM SERVICES DEPARTMENT

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**Description:** The Library and Museum support and promote an informed citizenry with an emphasis on access to information, literacy, preservation of Arcadia history, and lifelong learning.

### Library

The Library is a welcoming space that brings people, information, and ideas together. It enriches lives, builds community, and offers a wide variety of materials, services, and programs to meet and support the educational, informational, and historical interests and needs of its citizenry. 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, public computers, print stations, copy and scanning machines, 3D printing, community meeting space, passport services, as well as a safe and well-maintained facility, to meet the needs of its community.

Through an ongoing and dynamic community engagement process, the Library continues to think strategically and effectively to provide high quality services, collections, and programs for infants through retired citizens within the framework of the city budget and generous support of the Friends of the Library, all of which support the high quality of life in the community it serves.

Due to an unprecedented COVID-19 pandemic, beginning March 2020, and continuing through 2021, the Library has continued to offer services, contactless, with front-door pick up, phone, email, chat, and virtually, with online services, including eNewspapers, Creativebug, and ProQuest databases, paid for through California State Library grants and initiatives. The focus will continue to be on providing information, collections, services, and programming in a safe environment for both staff and the community.

To best serve the community, the Library has been reorganized under two divisions, Public Services Division and Information and Materials Management Division.

**Public Services Division** is made up of Adult and Teen Services, Children's Services, Account and Shelving Management Services, and Passport Services. Adult, Teen and Children's Services are responsible for assisting patrons with informational inquiries, reader's advisory, informational, educational, and literacy-based classes and programs, selection and maintenance of print and online collections, in a variety of media, languages, and formats. Adult and Teen Services is responsible for the Arcadia history collection and Arcadia research. This section is at the forefront of current and emerging informational, educational, digital, and technology needs that best serves an informed citizenry. Account and Shelving

Management Services section is responsible for management of collection lending and housing, account management, and library cards. Passport Services is a service provided for the community and is a self-supporting section within the Library. Community outreach, arts and culture, display cases, and room rentals also fall under this division.

**The Information and Materials Management Division** is made up of Cataloging and Acquisitions Services and Information Services. Cataloging and Acquisitions Services is responsible for managing the ordering, delivery, cataloging, processing, and discovery of the Library's physical and electronic collections through its integrated library catalog system. It is also responsible for processing and making available daily subscriptions of newspapers, magazines, and loose-leaf services. This division creates sets of records for each item purchased and downloaded into the Library's catalog for the end user to find materials easily and quickly. This section is also responsible for adding and withdrawing cataloging records and materials to maintain an accurate catalog and physical collections. The Information Services section maintains the Library's internal and external technology infrastructure, including public and internal networks, computers, printers, public Wi-Fi, and the Library and Museum's public computers. This section works closely with the City's IT department and also supports staff with new and emerging technology, recommendations, implementation, and training. This section is also responsible for updating the Library and Museum's website and assistance to the public with public computers, printers, copiers, and 3D printing.

### **Gilb Museum of Arcadia Heritage and Museum Education Center**

The Museum is dedicated to planning and organizing a variety of services, programs, exhibits and activities related to Arcadia history, past and present, through education, collections, and preservation. It offers a space for the community to come together to celebrate the City's rich history with exhibits and educational programs.

The Museum Curator is responsible for collections management, exhibition design and construction, cataloging, grant writing, and public assistance. Using Museum artifacts, permanent and temporary exhibits tell the story timeline of Arcadia's past from when the area was still underwater, to local Native Americans, the Ranchos, and how Arcadia fit into the evolving history of California, providing the community a foundation for a sense of place. The permanent exhibit spaces are dedicated to Arcadia's chronological story and includes an Arcadia Veteran's Local History Room; Anita Baldwin: A Portrait; Arcadia Walk of Fame, focusing on famous Arcadians; and Arcadia in the Movies. Temporary and rotating exhibits are also featured inside the Museum and virtually, through the Museum's website, and throughout the City, incorporating the City's various cultures and histories. The Museum provides opportunities and forums for the community to share their stories, reflect on the past, and build community today. This section also oversees the Museum Education division.

The Museum Education Coordinator division plans and implements interpretive programs, addressing historic and cultural topics for various audiences with an emphasis on educational services for children, educators, and local scout troops. In addition, this section develops resource materials that support the exhibitions, local history, and complements school curriculum. To assist in this division, the Museum Education Coordinator is responsible for recruiting and training volunteers. 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. In addition, this space can be rented out to the community when not in use for Museum or Community Services and Recreation programs.

**FY 2021-22 Work Plan:** Safety for the community, volunteers, interns, and staff will continue to guide services, collections, and programs this fiscal year. Welcoming back our community in a safe manner will be a priority this year, reconnecting our youth, teens, and adults to reading, technology literacy, Arcadia history, past and present, and lifelong learning.

Library:

1. Create a safe reopening strategy based on L.A. County Health Department, California State, and Center for Disease Control guidelines.
2. Implement Radio Frequency Identifier Conversion project to replace the 35-year-old electromagnetic tags and sensors, security gates, and self-checkout system and equipment, that are no longer supported by the industry.
3. Continue to develop a strong intern and volunteer program to assist with collections, programs, services, and advocacy.
4. Provide collections, services, and programs that encourage an informed citizenry, emphasizing access to information, literacy, and lifelong learning and enrichment, with an emphasis on online access and reopening the building in a safe manner for staff and the public.
5. Utilize, update, and maintain appropriate technology and equipment to meet the organizational and community needs with an emphasis on more self-service, contactless options, when possible.
6. Continue to evaluate, make recommendations, and implement best data storage and maintenance practices to ensure long-term care and preservation of Arcadia history collections and digitization projects.
7. Continue to break down barriers to access, including a student library card initiative with the Arcadia Unified School District, making online resources more available remotely to students.

8. Continue a strong marketing, publicity, and social media presence in the community, informing the community of the wide variety of services, programs, and collections available in-person and virtually, for the Library and Museum.
9. Continue Passport Services as an ongoing, cost-recovery program for the community.
10. Maintain and refresh the facility, grounds, and furnishings to ensure a safe, 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 26-year old furniture and fabric seating.
11. 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. Safety for the community, volunteers, interns, and staff will continue to guide services, collections, and programs this fiscal year.
2. Create a safe reopening strategy based on L.A. County Health Department, California State, and Center for Disease Control guidelines.
3. Continue to develop a strong intern and volunteer program to assist with collections, programs, services, and advocacy.
4. Continue to ethically accession, deaccession, and maintain proper documentation, indexing, storage, and care for the artifact collections following museum management best standards and practices.
5. Continue to look for ways to store and share collections in the most compact and accessible configurations to maximize the limited physical space available. Continue to add records to Catalog-It database and expand collections digitally.
6. Refresh and update the twenty-year old permanent and temporary exhibit spaces and take advantage of technology to offer new interactive and hands-on experiences for the public. Expand the timeline beyond World War II.
7. Continue to provide strong educational programs for all ages that develop a lifelong love of learning of history and place and to continue to bring in repeat and new visitors, virtually and in person, throughout the year. Continue to provide the "why" and "so what" of local history and how it fits in with history regionally, nationally, and internationally.
8. Continue to take advantage of grants to help pay for interns and supplies to help with collection processing, digitization, and preservation.
9. Continue to collaborate with community groups, schools, and individuals to collect the stories and artifacts of Arcadia, past and present.
10. Work to update the Museum's Long- Range Plan.
11. Continue to develop a strong collaboration with the Friends of the Museum.

## **FY21-22 EMPLOYEE COUNT BY DEPARTMENT**

### ***LIBRARY***

<b><i>Position</i></b>	<b><i>FTE</i></b>
Circulation Services Supervisor	1.00
Director of Library/Museum Services	1.00
Historical Museum Curator	1.00
Information System Specialist	0.75
Librarian I	1.50
Librarian II	4.00
Library Services Manager	2.00
Library Technician I	3.50
Library Technician II	1.50
Museum Education Coordinator	0.75
Office Coordinator	1.00
Principal Librarian	3.00
Senior Library Technician	2.50
<b>TOTAL</b>	<b>23.50</b>

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>						
<b>5600 LIBRARY &amp; MUSEUM SERVICES</b>						
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	1,753,423	1,820,900	1,636,800	1,755,600	1,777,800
4011	SPECIALIST PAY	1,946	2,000	2,000	2,000	2,000
4014	VACATION SELL BACK	567	6,800	5,400	2,600	2,600
4015	ALLOWANCES	1,634	1,600	1,600	1,600	1,600
4020	STABILITY PAY	500	500	500	500	500
4021	LONGEVITY PAY	23,712	24,400	22,200	23,600	24,900
4032	PART-TIME NON-PERS	206,594	273,600	273,600	265,100	265,100
4130	OVERTIME	798	3,000	3,000	3,000	3,000
4241	P.E.R.S.	646,771	715,800	640,000	411,100	414,500
4242	NON-PERSABLE COMPENSATION	1,919	2,000	2,000	2,000	2,000
4244	MEDICAL/DENTAL INSURANCE	303,649	320,600	266,300	320,600	320,600
4245	LONG TERM DISABILITY	2,134	2,700	1,600	2,700	2,700
4247	LIFE INSURANCE	2,380	2,800	2,200	2,800	2,800
4250	FICA/HOSPITAL INSURANCE	28,632	29,200	26,200	27,900	28,200
4299	VACANCY RATE	0	-107,400	0	-84,600	-85,300
<b>Total: SALARIES &amp; WAGES</b>		<b>2,974,659</b>	<b>3,098,500</b>	<b>2,883,400</b>	<b>2,736,500</b>	<b>2,763,000</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	37,493	46,400	46,400	48,700	47,400
5115	PROGRAM EXPENSES	14,990	2,500	9,600	5,800	5,800
5125	PRINT SHOP	9,730	2,100	2,100	12,800	12,800
5230	BUILDING AND GROUNDS	15,288	16,800	16,800	19,600	19,600
<b>Total: SUPPLIES</b>		<b>77,500</b>	<b>67,800</b>	<b>74,900</b>	<b>86,900</b>	<b>85,600</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	218,134	269,900	269,900	324,300	309,700
6210	TELEPHONE	31,485	31,800	27,300	32,800	32,900
6310	MILEAGE	507	600	600	600	600
6505	GENERAL LIABILITY	67,800	71,000	71,000	72,400	73,800
6507	WORKERS' COMPENSATION	46,400	46,400	46,400	47,300	48,200
6611	ELECTRIC	116,234	136,500	123,300	134,400	141,100
6612	GAS	2,640	2,900	6,900	7,200	7,600
6614	WATER	1,888	2,800	1,600	2,800	2,800
6730	OFFICE EQUIPMENT	25,315	24,400	24,400	16,900	21,300
6750	VEHICLE MAINTENANCE	2,756	1,500	2,500	2,200	2,200
6751	VEHICLE FUEL USAGE	0	600	200	300	300
6752	VEHICLE 3RD PARTY SVC	0	800	200	400	400
6760	BUILDING REPAIR & MAINT	20,354	13,000	13,000	14,000	15,700
6921	BIBLIOGRAPHIC UTILITIES	29,812	30,500	30,500	38,900	38,900
6922	LIBRARY MATERIALS	221,900	217,200	217,200	213,400	213,400
6923	ELECTRONIC RESOURCES	65,824	75,700	75,700	93,400	93,400
6925	ARTIFACT	2,391	2,500	2,500	2,500	2,500
6930	MEMBERSHIP & PUBLICATIONS	6,330	7,300	7,300	7,500	7,500
6940	OFFICIAL MEETINGS	4,420	2,600	2,600	6,900	4,900
6960	EQUIPMENT REPLACEMENT	96,045	16,400	14,400	267,600	137,700
6970	TRAINING	3,870	7,500	7,500	7,500	7,500
6971	TUITION REIMBURSEMENT	-3,683	12,200	12,200	18,400	18,400
6977	EMPLOYEE SUPPORT	1,100	1,100	1,100	1,100	1,100
<b>Total: OPERATING EXPENSES</b>		<b>961,524</b>	<b>975,200</b>	<b>958,300</b>	<b>1,312,800</b>	<b>1,181,900</b>

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>Total Division:</b>		<b>4,013,682</b>	<b>4,141,500</b>	<b>3,916,600</b>	<b>4,136,200</b>	<b>4,030,500</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						
(0.13)%						

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 5601</b>		<b>LIBRARY-ADMIN</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	449,839	458,500	460,900	470,100	471,700
4014	VACATION SELL BACK	0	3,800	2,400	1,300	1,300
4015	ALLOWANCES	1,634	1,600	1,600	1,600	1,600
4021	LONGEVITY PAY	5,312	5,500	5,500	5,500	6,800
4032	PART-TIME NON-PERS	15,315	19,300	19,300	8,200	8,200
4241	P.E.R.S	165,359	179,400	179,900	110,700	110,700
4242	NON-PERSABLE COMPENSATION	1,919	2,000	2,000	2,000	2,000
4244	MEDICAL/DENTAL INSURANCE	65,814	66,600	64,900	66,600	66,600
4245	LONG TERM DISABILITY	337	400	300	400	400
4247	LIFE INSURANCE	1,126	1,300	1,100	1,300	1,300
4250	FICA/HOSPITAL INSURANCE	7,052	7,000	7,200	7,000	7,000
4299	VACANCY RATE	0	-21,700	0	-20,200	-20,300
<b>Total: SALARIES &amp; WAGES</b>		<b>713,705</b>	<b>723,700</b>	<b>745,100</b>	<b>654,500</b>	<b>657,300</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	5,907	7,000	7,000	7,000	7,000
5115	PROGRAM EXPENSES	5,210	0	7,100	1,600	1,600
5125	PRINT SHOP	6,932	1,100	1,100	9,800	9,800
5230	BUILDING AND GROUNDS	14,466	15,000	15,000	17,800	17,800
<b>Total: SUPPLIES</b>		<b>32,515</b>	<b>23,100</b>	<b>30,200</b>	<b>36,200</b>	<b>36,200</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	194,612	242,600	242,600	280,600	281,500
6210	TELEPHONE	27,846	28,000	23,100	28,500	28,500
6310	MILEAGE	229	300	300	300	300
6505	GENERAL LIABILITY	67,800	71,000	71,000	72,400	73,800
6507	WORKERS' COMPENSATION	46,400	46,400	46,400	47,300	48,200
6611	ELECTRIC	116,234	136,500	123,300	134,400	141,100
6612	GAS	2,640	2,900	6,900	7,200	7,600
6614	WATER	1,888	2,800	1,600	2,800	2,800
6730	OFFICE EQUIPMENT	23,826	20,500	20,500	9,000	13,400
6750	VEHICLE MAINTENANCE	2,756	1,500	2,500	2,200	2,200
6751	VEHICLE FUEL USAGE	0	600	200	300	300
6752	VEHICLE 3RD PARTY SVC	0	800	200	400	400
6760	BUILDING REPAIR & MAINT	16,082	10,000	10,000	10,000	11,700
6930	MEMBERSHIP & PUBLICATIONS	5,349	6,200	6,200	6,300	6,300
6940	OFFICIAL MEETINGS	3,273	1,000	1,000	5,100	3,100
6960	EQUIPMENT REPLACEMENT	96,045	16,400	14,400	267,600	137,700
6970	TRAINING	2,796	6,500	6,500	6,500	6,500
6971	TUITION REIMBURSEMENT	-3,683	2,100	2,100	8,300	8,300
6977	EMPLOYEE SUPPORT	1,100	1,100	1,100	1,100	1,100
<b>Total: OPERATING EXPENSES</b>		<b>605,194</b>	<b>597,200</b>	<b>579,900</b>	<b>890,300</b>	<b>774,800</b>
<b>Total:</b>		<b>1,351,414</b>	<b>1,344,000</b>	<b>1,355,200</b>	<b>1,581,000</b>	<b>1,468,300</b>
<b>Fund/Division: 0015601</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						17.63 %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 5602</b>		<b>LIBRARY-INFORMATION SYSTEM</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	55,859	55,500	56,700	55,500	55,500
4032	PART-TIME NON-PERS	32,975	46,700	46,700	48,300	48,300
4241	P.E.R.S.	18,640	20,700	20,400	11,700	11,900
4244	MEDICAL/DENTAL INSURANCE	6,624	6,700	6,500	6,700	6,700
4245	LONG TERM DISABILITY	84	100	100	100	100
4247	LIFE INSURANCE	59	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	1,313	1,500	1,300	1,500	1,500
4299	VACANCY RATE	0	-2,500	0	-3,700	-3,700
<b>Total: SALARIES &amp; WAGES</b>		<b>115,554</b>	<b>128,800</b>	<b>131,800</b>	<b>120,200</b>	<b>120,400</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	766	1,000	1,000	1,000	1,000
<b>Total: SUPPLIES</b>		<b>766</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
<b>Total:</b>		<b>116,320</b>	<b>129,800</b>	<b>132,800</b>	<b>121,200</b>	<b>121,400</b>

**Fund/Division: 0015602**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(6.63) %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 5603</b>		<b>LIBRARY-SHELVING MGMT</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	63,476	62,000	64,900	62,300	62,300
4011	SPECIALIST PAY	973	1,000	1,000	1,000	1,000
4021	LONGEVITY PAY	1,102	1,100	1,100	1,100	1,100
4032	PART-TIME NON-PERS	84,951	100,700	100,700	106,700	106,700
4241	P.E.R.S	21,942	23,800	23,800	13,600	13,800
4244	MEDICAL/DENTAL INSURANCE	13,306	13,400	12,700	13,400	13,400
4245	LONG TERM DISABILITY	84	100	100	100	100
4247	LIFE INSURANCE	59	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	2,360	2,400	2,300	2,400	2,400
4299	VACANCY RATE	0	-3,100	0	-6,000	-6,000
<b>Total: SALARIES &amp; WAGES</b>		<b>188,253</b>	<b>201,500</b>	<b>206,700</b>	<b>194,700</b>	<b>194,900</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	378	700	700	700	700
<b>Total: SUPPLIES</b>		<b>378</b>	<b>700</b>	<b>700</b>	<b>700</b>	<b>700</b>
<b>Total:</b>		<b>188,631</b>	<b>202,200</b>	<b>207,400</b>	<b>195,400</b>	<b>195,600</b>

**Fund/Division: 0015603**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(3.36) %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 5604</b>		<b>LIBRARY-CIRCULATION</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	175,697	187,000	125,800	188,600	191,900
4014	VACATION SELL BACK	567	0	0	0	0
4021	LONGEVITY PAY	1,102	1,100	1,100	2,200	2,200
4032	PART-TIME NON-PERS	35,213	45,100	45,100	47,900	47,900
4241	P.E.R.S	61,471	70,000	46,100	40,300	41,700
4244	MEDICAL/DENTAL INSURANCE	43,932	46,800	27,600	46,800	46,800
4245	LONG TERM DISABILITY	309	400	200	400	400
4247	LIFE INSURANCE	220	300	100	300	300
4250	FICA/HOSPITAL INSURANCE	3,360	3,400	2,700	3,500	3,500
4299	VACANCY RATE	0	-18,100	0	-9,900	-10,000
<b>Total: SALARIES &amp; WAGES</b>		<b>321,871</b>	<b>336,000</b>	<b>248,700</b>	<b>320,100</b>	<b>324,700</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	4,826	3,800	3,800	3,000	3,000
<b>Total: SUPPLIES</b>		<b>4,826</b>	<b>3,800</b>	<b>3,800</b>	<b>3,000</b>	<b>3,000</b>
<b>Total:</b>		<b>326,697</b>	<b>339,800</b>	<b>252,500</b>	<b>323,100</b>	<b>327,700</b>

**Fund/Division: 0015604**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(4.91) %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 5605</b>		<b>LIBRARY-CHILDREN</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	247,383	270,100	224,500	274,500	278,800
4021	LONGEVITY PAY	2,346	2,800	2,700	3,300	3,300
4032	PART-TIME NON-PERS	76	0	0	0	0
4241	P.E.R.S	93,183	107,300	90,300	67,100	67,100
4244	MEDICAL/DENTAL INSURANCE	45,035	53,500	38,100	53,500	53,500
4245	LONG TERM DISABILITY	330	500	200	500	500
4247	LIFE INSURANCE	229	300	200	300	300
4250	FICA/HOSPITAL INSURANCE	3,680	4,000	3,200	4,000	4,100
4299	VACANCY RATE	0	-22,000	0	-12,100	-12,200
<b>Total: SALARIES &amp; WAGES</b>		<b>392,261</b>	<b>416,500</b>	<b>359,200</b>	<b>391,100</b>	<b>395,400</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	2,226	2,400	2,400	3,200	3,200
5115	PROGRAM EXPENSES	736	0	0	800	800
<b>Total: SUPPLIES</b>		<b>2,961</b>	<b>2,400</b>	<b>2,400</b>	<b>4,000</b>	<b>4,000</b>
<b>OPERATING EXPENSES</b>						
6922	LIBRARY MATERIALS	61,000	62,300	62,300	62,300	62,300
6923	ELECTRONIC RESOURCES	8,424	8,700	8,700	14,200	14,200
<b>Total: OPERATING EXPENSES</b>		<b>69,424</b>	<b>71,000</b>	<b>71,000</b>	<b>76,500</b>	<b>76,500</b>
<b>Total:</b>		<b>464,647</b>	<b>489,900</b>	<b>432,600</b>	<b>471,600</b>	<b>475,900</b>

**Fund/Division: 0015605**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(3.74) %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED	
<b>DIVISION: 5607</b>		<b>LIBRARY-TECHNICAL</b>					
<b>SALARIES &amp; WAGES</b>							
4010	REGULAR EMPLOYEES	307,261	306,600	306,700	230,300	230,900	
4014	VACATION SELL BACK	0	1,300	1,300	1,300	1,300	
4020	STABILITY PAY	500	500	500	500	500	
4021	LONGEVITY PAY	7,108	6,300	6,900	6,000	6,000	
4241	P.E.R.S	117,515	124,200	124,300	57,800	56,900	
4244	MEDICAL/DENTAL INSURANCE	52,579	53,500	51,700	53,500	53,500	
4245	LONG TERM DISABILITY	421	500	300	500	500	
4247	LIFE INSURANCE	293	300	300	300	300	
4250	FICA/HOSPITAL INSURANCE	3,234	2,900	3,200	1,800	1,800	
4299	VACANCY RATE	0	-14,900	0	-10,600	-10,600	
<b>Total: SALARIES &amp; WAGES</b>		<b>488,910</b>	<b>481,200</b>	<b>495,200</b>	<b>341,400</b>	<b>341,100</b>	
<b>SUPPLIES</b>							
5110	OFFICE SUPPLIES	14,959	15,500	15,500	15,000	15,000	
<b>Total: SUPPLIES</b>		<b>14,959</b>	<b>15,500</b>	<b>15,500</b>	<b>15,000</b>	<b>15,000</b>	
<b>OPERATING EXPENSES</b>							
6921	BIBLIOGRAPHIC UTILITIES	29,812	30,500	30,500	38,900	38,900	
6922	LIBRARY MATERIALS	6,300	8,800	8,800	8,800	8,800	
<b>Total: OPERATING EXPENSES</b>		<b>36,112</b>	<b>39,300</b>	<b>39,300</b>	<b>47,700</b>	<b>47,700</b>	
<b>Total:</b>		<b>539,982</b>	<b>536,000</b>	<b>550,000</b>	<b>404,100</b>	<b>403,800</b>	
<b>Fund/Division: 0015607</b>		OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					
						(24.61) %	

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 5608</b>		<b>LIBRARY-ADULT</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	358,092	380,600	297,200	368,100	375,800
4011	SPECIALIST PAY	973	1,000	1,000	1,000	1,000
4014	VACATION SELL BACK	0	1,700	1,700	0	0
4021	LONGEVITY PAY	6,743	7,600	4,900	5,500	5,500
4241	P.E.R.S	135,299	153,000	118,200	87,500	88,600
4244	MEDICAL/DENTAL INSURANCE	56,603	60,100	45,600	60,100	60,100
4245	LONG TERM DISABILITY	400	500	300	500	500
4247	LIFE INSURANCE	278	300	200	300	300
4250	FICA/HOSPITAL INSURANCE	5,418	5,600	4,300	5,400	5,500
4299	VACANCY RATE	0	-18,300	0	-15,900	-16,100
<b>Total: SALARIES &amp; WAGES</b>		<b>563,805</b>	<b>592,100</b>	<b>473,400</b>	<b>512,500</b>	<b>521,200</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	1,809	2,500	2,500	3,800	2,500
5115	PROGRAM EXPENSES	1,498	500	500	500	500
<b>Total: SUPPLIES</b>		<b>3,307</b>	<b>3,000</b>	<b>3,000</b>	<b>4,300</b>	<b>3,000</b>
<b>OPERATING EXPENSES</b>						
6922	LIBRARY MATERIALS	154,600	146,100	146,100	142,300	142,300
6923	ELECTRONIC RESOURCES	57,400	67,000	67,000	79,200	79,200
<b>Total: OPERATING EXPENSES</b>		<b>212,000</b>	<b>213,100</b>	<b>213,100</b>	<b>221,500</b>	<b>221,500</b>
<b>Total:</b>		<b>779,112</b>	<b>808,200</b>	<b>689,500</b>	<b>738,300</b>	<b>745,700</b>

**Fund/Division: 0015608**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(8.65) %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 5620</b>		<b>LIBRARY-MUSEUM</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	95,428	100,600	100,100	106,200	110,900
4032	PART-TIME NON-PERS	5,990	0	0	0	0
4130	OVERTIME	798	3,000	3,000	3,000	3,000
4241	P.E.R.S.	33,364	37,400	37,000	22,400	23,800
4244	MEDICAL/DENTAL INSURANCE	19,758	20,000	19,200	20,000	20,000
4245	LONG TERM DISABILITY	168	200	100	200	200
4247	LIFE INSURANCE	117	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	1,743	1,500	1,800	1,500	1,600
4299	VACANCY RATE	0	-4,800	0	-4,600	-4,800
<b>Total: SALARIES &amp; WAGES</b>		<b>157,368</b>	<b>158,000</b>	<b>161,300</b>	<b>148,800</b>	<b>154,800</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	1,833	500	500	2,000	2,000
5115	PROGRAM EXPENSES	7,546	2,000	2,000	2,900	2,900
5125	PRINT SHOP	2,798	1,000	1,000	3,000	3,000
5230	BUILDING AND GROUNDS	452	800	800	800	800
<b>Total: SUPPLIES</b>		<b>12,629</b>	<b>4,300</b>	<b>4,300</b>	<b>8,700</b>	<b>8,700</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	17,198	18,200	18,200	18,900	18,900
6210	TELEPHONE	710	800	800	800	800
6310	MILEAGE	278	300	300	300	300
6730	OFFICE EQUIPMENT	1,490	3,900	3,900	6,400	6,400
6760	BUILDING REPAIR & MAINT	1,563	1,500	1,500	2,500	2,500
6925	ARTIFACT	2,391	2,500	2,500	2,500	2,500
6930	MEMBERSHIP & PUBLICATIONS	980	1,100	1,100	1,200	1,200
6940	OFFICIAL MEETINGS	1,147	1,600	1,600	1,800	1,800
6970	TRAINING	1,074	1,000	1,000	1,000	1,000
6971	TUITION REIMBURSEMENT	0	10,100	10,100	10,100	10,100
<b>Total: OPERATING EXPENSES</b>		<b>26,830</b>	<b>41,000</b>	<b>41,000</b>	<b>45,500</b>	<b>45,500</b>
<b>Total:</b>		<b>196,827</b>	<b>203,300</b>	<b>206,600</b>	<b>203,000</b>	<b>209,000</b>
<b>Fund/Division: 0015620</b>		OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				
		(0.15) %				

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 5630</b>		<b>MUSEUM EDUCATION CENTER</b>				
SUPPLIES						
5230	BUILDING AND GROUNDS	370	1,000	1,000	1,000	1,000
<b>Total: SUPPLIES</b>		<b>370</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	6,324	9,100	9,100	9,300	9,300
6210	TELEPHONE	2,930	3,000	3,400	3,500	3,600
6730	OFFICE EQUIPMENT	0	0	0	1,500	1,500
6760	BUILDING REPAIR & MAINT	2,708	1,500	1,500	1,500	1,500
<b>Total: OPERATING EXPENSES</b>		<b>11,963</b>	<b>13,600</b>	<b>14,000</b>	<b>15,800</b>	<b>15,900</b>
<b>Total:</b>		<b>12,333</b>	<b>14,600</b>	<b>15,000</b>	<b>16,800</b>	<b>16,900</b>

**Fund/Division: 0015630**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

15.07 %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 5640</b>		<b>PASSPORT PROCESSING</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	387	0	0	0	0
4032	PART-TIME NON-PERS	32,073	61,800	61,800	54,000	54,000
4250	FICA/HOSPITAL INSURANCE	471	900	200	800	800
4299	VACANCY RATE	0	-2,000	0	-1,600	-1,600
<b>Total: SALARIES &amp; WAGES</b>		<b>32,931</b>	<b>60,700</b>	<b>62,000</b>	<b>53,200</b>	<b>53,200</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	4,789	13,000	13,000	13,000	13,000
<b>Total: SUPPLIES</b>		<b>4,789</b>	<b>13,000</b>	<b>13,000</b>	<b>13,000</b>	<b>13,000</b>
<b>OPERATING EXPENSES</b>						
<b>Total: OPERATING EXPENSES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total:</b>		<b>37,720</b>	<b>73,700</b>	<b>75,000</b>	<b>66,200</b>	<b>66,200</b>
<b>Fund/Division: 0015640</b>						(10.18) %
<b>OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR</b>						

## **Narcotic Seizure**

	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>91,600</b>	<b>101,700</b>	<b>152,500</b>
<b>Estimated Revenue:</b>			
Police Services	10,000	20,000	20,000
Asset Seizure fund	0	30,700	30,700
Interest Earnings	100	100	200
Transfer-In /(AB109 Fund & General Fund)	0	0	0
<b>Total Revenues</b>	<b>10,100</b>	<b>50,800</b>	<b>50,900</b>
<b>Estimated Funds Available</b>	<b>101,700</b>	<b>152,500</b>	<b>203,400</b>
<b>Proposed Expenditures:</b>			
Equipment	0	0	0
F.A.S.T.	0	0	0
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Ending Fund Balance</b>	<b>101,700</b>	<b>152,500</b>	<b>203,400</b>

### 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.

## **Citizens Option for Public Safety (COPS) Program Fund**

	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>271,000</b>	<b>260,800</b>	<b>260,500</b>
<b>Estimated Revenue:</b>			
C.O.P.S. AB 3229 Funds	150,000	150,000	150,000
Interest Income	2,700	2,100	2,100
<b>Total Revenues</b>	<b>152,700</b>	<b>152,100</b>	<b>152,100</b>
Estimated Funds Available	423,700	412,900	412,600
<b>Proposed Expenditures:</b>			
Operating Costs	162,900	152,400	153,000
<b>Total Expenditures</b>	<b>162,900</b>	<b>152,400</b>	<b>153,000</b>
<b>Ending Fund Balance</b>	<b>260,800</b>	<b>260,500</b>	<b>259,600</b>

### 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.

**CITIZENS OPTIONS FOR PUBLIC SAFETY(COPS)  
PROGRAM FUND**

*No. of Employees Full  
Time Equivalent*

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Crime Analyst/Investigative Support Specialist 1.00

**TOTAL**

**1.00**

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 2112</b>		<b>SLESF - CRIME ANALYST</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	95,865	95,100	95,500	95,100	95,100
4021	LONGEVITY PAY	1,102	1,100	1,100	1,100	1,100
4241	P.E.R.S.	34,305	35,800	35,800	20,300	20,700
4242	NON-PERSABLE COMPENSATION	479	500	500	500	500
4244	MEDICAL/DENTAL INSURANCE	17,266	17,300	17,200	17,300	17,300
4245	LONG TERM DISABILITY	84	100	100	100	100
4247	LIFE INSURANCE	283	300	300	300	300
4250	FICA/HOSPITAL INSURANCE	1,637	1,400	1,300	1,400	1,400
<b>Total: SALARIES &amp; WAGES</b>		<b>151,021</b>	<b>151,600</b>	<b>151,800</b>	<b>136,100</b>	<b>136,500</b>
<b>SUPPLIES</b>						
5260	FIELDS	6,282	10,000	5,000	10,000	10,000
<b>Total: SUPPLIES</b>		<b>6,282</b>	<b>10,000</b>	<b>5,000</b>	<b>10,000</b>	<b>10,000</b>
<b>OPERATING EXPENSES</b>						
6505	GENERAL LIABILITY	2,600	2,700	2,700	2,800	2,900
6507	WORKERS' COMPENSATION	3,400	3,400	3,400	3,500	3,600
<b>Total: OPERATING EXPENSES</b>		<b>6,000</b>	<b>6,100</b>	<b>6,100</b>	<b>6,300</b>	<b>6,500</b>
<b>Total:</b>		<b>163,303</b>	<b>167,700</b>	<b>162,900</b>	<b>152,400</b>	<b>153,000</b>
<b>Fund/Division: 0042112</b>		OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				
		(9.12) %				

## High School Law Enforcement

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	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>0</b>	<b>(80,800)</b>	<b>(54,600)</b>
Estimated Revenue:			
Grants	0	0	0
School District	0	100,000	100,000
General Fund Contribution	124,800	110,000	110,000
Total Revenues	<u>124,800</u>	<u>210,000</u>	<u>210,000</u>
Estimated Funds Available	124,800	129,200	155,400
Proposed Expenditures:			
Operating Costs	205,600	183,800	184,700
Total Expenditures	<u>205,600</u>	<u>183,800</u>	<u>184,700</u>
<b>Ending Fund Balance</b>	<b>(80,800)</b>	<b>(54,600)</b>	<b>(29,300)</b>

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.

*HIGH SCHOOL LAW ENFORCEMENT*

*No. of Employees Full  
Time Equivalent*

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Police Officer	1.00
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<b>TOTAL</b>	<b>1.00</b>
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ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 2112</b>		<b>LLEBG HIGH SCHOOL</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	92,195	97,000	103,300	99,400	99,400
4011	SPECIALIST PAY	5,553	5,600	5,600	2,000	2,000
4014	VACATION SELL BACK	0	5,700	0	5,700	5,700
4021	LONGEVITY PAY	1,518	1,600	900	1,100	1,100
4130	OVERTIME	0	2,800	0	2,800	2,800
4138	HOLIDAY PAY	4,418	4,000	4,000	3,900	3,900
4241	P.E.R.S	67,316	82,300	79,000	41,700	42,400
4242	NON-PERSABLE COMPENSATION	0	0	0	1,200	1,200
4244	MEDICAL/DENTAL INSURANCE	10,173	14,800	11,000	14,800	14,800
4245	LONG TERM DISABILITY	156	200	200	200	200
4247	LIFE INSURANCE	54	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	1,470	1,700	1,500	1,600	1,600
<b>Total: SALARIES &amp; WAGES</b>		<b>182,852</b>	<b>215,800</b>	<b>205,600</b>	<b>174,500</b>	<b>175,200</b>
<b>SUPPLIES</b>						
5280	UNIFORM	1,000	1,300	0	1,300	1,300
<b>Total: SUPPLIES</b>		<b>1,000</b>	<b>1,300</b>	<b>0</b>	<b>1,300</b>	<b>1,300</b>
<b>OPERATING EXPENSES</b>						
6505	GENERAL LIABILITY	3,500	3,700	3,700	3,800	3,900
6507	WORKERS' COMPENSATION	4,100	4,100	4,100	4,200	4,300
<b>Total: OPERATING EXPENSES</b>		<b>7,600</b>	<b>7,800</b>	<b>7,800</b>	<b>8,000</b>	<b>8,200</b>
<b>Total:</b>		<b>191,452</b>	<b>224,900</b>	<b>213,400</b>	<b>183,800</b>	<b>184,700</b>
<b>Fund/Division: 0062112</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						(18.27) %

## Medical/Dental Insurance Fund

	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>417,300</b>	<b>417,300</b>	<b>417,300</b>
<b>Estimated Revenue:</b>			
Charges to City Departments	3,932,100	4,556,300	4,556,100
Total Revenues	3,932,100	4,556,300	4,556,100
Estimated Funds Available	4,349,400	4,973,600	4,973,400
<b>Proposed Expenditures:</b>			
Claims & Administration	3,930,600	4,554,800	4,554,600
Transfer to General Fund	1,500	1,500	1,500
Total Expenditures	3,932,100	4,556,300	4,556,100
<b>Ending Fund Balance</b>	<b>417,300</b>	<b>417,300</b>	<b>417,300</b>

**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	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: MEDICAL/DENTAL</b>						
OPERATING EXPENSES						
6995	GENERAL FUND CHARGES	1,500	1,500	1,500	1,500	1,500
<b>Total: OPERATING EXPENSES</b>		<b>1,500</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>
SPECIAL PROGRAMS						
7344	CLAIMS & ADMINISTRATIVE	3,439,309	4,453,200	3,500,000	4,000,000	4,000,000
7345	MEDICAL/DENTAL CLAIMS	209,481	250,000	430,600	554,800	554,600
<b>Total: SPECIAL PROGRAMS</b>		<b>3,648,790</b>	<b>4,703,200</b>	<b>3,930,600</b>	<b>4,554,800</b>	<b>4,554,600</b>
<b>Total:</b>		<b>3,650,290</b>	<b>4,704,700</b>	<b>3,932,100</b>	<b>4,556,300</b>	<b>4,556,100</b>
<b>Fund/Division:</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						(3.15) %

## IRS Task Force

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	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>460,800</b>	<b>461,300</b>	<b>461,800</b>
Estimated Revenue:			
Interest Earnings	500	500	500
Asset Seizure Revenue	0	0	0
Total Revenues	500	500	500
Estimated Funds Available	461,300	461,800	462,300
Proposed Expenditures:			
Operating Expenses	0	0	0
Total Expenditures	0	0	0
<b>Ending Fund Balance</b>	<b>461,300</b>	<b>461,800</b>	<b>462,300</b>

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**

	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>4,077,500</b>	<b>4,441,600</b>	<b>4,366,700</b>
<b>Estimated Revenue:</b>			
Charges to City Departments - Worker's Compensation	1,236,400	1,288,700	1,336,500
Charges to City Departments - General Liability	1,275,000	1,310,500	1,314,500
Misc. Reimbursement	0	0	0
Interest Earnings	24,500	26,600	26,200
<b>Total Revenues</b>	<b>2,535,900</b>	<b>2,625,800</b>	<b>2,677,200</b>
<b>Estimated Funds Available</b>	<b>6,613,400</b>	<b>7,067,400</b>	<b>7,043,900</b>
<b>Proposed Expenditures:</b>			
Claims & Administration	139,000	140,000	143,000
Reinsurance	760,000	840,000	880,000
Operating Costs	1,272,800	1,720,700	1,779,200
<b>Total Expenditures</b>	<b>2,171,800</b>	<b>2,700,700</b>	<b>2,802,200</b>
<b>Ending Fund Balance</b>	<b>4,441,600</b>	<b>4,366,700</b>	<b>4,241,700</b>

### 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.

<i>LIABILITY AND WORKERS' COMP INSURANCE FUND</i>	<i>No. of Employees Full Time Equivalent</i>
Administrative Services Director	0.10
Human Resource Administrator	0.50
Human Resource Analyst	0.50
Human Resource Technician	0.60
Management Aide	1.00
Senior Human Resources Analyst	0.20
<b>TOTAL</b>	<b>2.90</b>

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 9901</b>		<b>WORKERS COMPENSATION</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	92,277	109,000	105,500	162,300	166,800
4013	VACATION PAY OFF	202	0	0	0	0
4014	VACATION SELL BACK	508	0	0	0	0
4015	ALLOWANCES	215	200	200	200	200
4021	LONGEVITY PAY	190	100	100	100	600
4241	P.E.R.S	33,660	41,900	40,600	36,400	37,600
4242	NON-PERSABLE COMPENSATION	359	500	400	700	700
4244	MEDICAL/DENTAL INSURANCE	15,605	20,100	18,600	31,000	31,000
4245	LONG TERM DISABILITY	82	100	100	200	200
4247	LIFE INSURANCE	219	300	300	500	500
4250	FICA/HOSPITAL INSURANCE	1,498	1,600	1,700	2,400	2,400
<b>Total: SALARIES &amp; WAGES</b>		<b>144,816</b>	<b>173,800</b>	<b>167,500</b>	<b>233,800</b>	<b>240,000</b>
SUPPLIES						
<b>Total: SUPPLIES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	47,876	43,000	32,500	43,000	43,000
6551	CLAIMS & CLAIMS EXPENSE	0	670,000	670,000	700,000	750,000
6571	W/C CITY MANAGER	5,229	0	0	0	0
6576	ADMIN SERVICES W/C	4,308	0	0	0	0
6577	POLICE W/C	151,744	0	0	0	0
6578	FIRE W/C	738,540	0	0	0	0
6579	MAINTENANCE SERVICE W/C	14,614	0	0	0	0
6580	DEVELOPMENT SERVICE W/C	-564	0	0	0	0
6583	RECREATION W/C	22,196	0	0	0	0
6584	LIBRARY W/C	221	0	0	0	0
6587	WATER W/C	1,919	0	0	0	0
6930	MEMBERSHIP & PUBLICATIONS	555	600	600	600	600
6940	OFFICIAL MEETINGS	1,041	900	0	900	1,000
6970	TRAINING	1,154	0	0	0	0
<b>Total: OPERATING EXPENSES</b>		<b>988,832</b>	<b>714,500</b>	<b>703,100</b>	<b>744,500</b>	<b>794,600</b>
SPECIAL PROGRAMS						
7321	REINSURANCE	234,024	260,000	260,000	260,000	300,000
7323	ADMINISTRATION	112,548	113,000	113,000	100,000	103,000
<b>Total: SPECIAL PROGRAMS</b>		<b>346,572</b>	<b>373,000</b>	<b>373,000</b>	<b>360,000</b>	<b>403,000</b>
<b>Total:</b>		<b>1,480,220</b>	<b>1,261,300</b>	<b>1,243,600</b>	<b>1,338,300</b>	<b>1,437,600</b>
<b>Fund/Division: 0089901</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						6.10 %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 9902</b>		<b>LIABILITY</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	65,901	102,000	65,200	98,600	99,900
4013	VACATION PAY OFF	202	0	0	0	0
4014	VACATION SELL BACK	508	0	0	0	0
4015	ALLOWANCES	215	200	200	200	200
4021	LONGEVITY PAY	190	100	100	100	600
4241	P.E.R.S	24,453	39,300	25,600	22,900	23,200
4242	NON-PERSABLE COMPENSATION	308	400	300	500	500
4244	MEDICAL/DENTAL INSURANCE	9,750	18,300	9,300	17,000	17,000
4245	LONG TERM DISABILITY	48	100	0	100	100
4247	LIFE INSURANCE	174	300	200	300	300
4250	FICA/HOSPITAL INSURANCE	1,090	1,500	1,100	1,400	1,500
<b>Total: SALARIES &amp; WAGES</b>		<b>102,839</b>	<b>162,200</b>	<b>102,000</b>	<b>141,100</b>	<b>143,300</b>
<b>OPERATING EXPENSES</b>						
6551	CLAIMS & CLAIMS EXPENSE	308,025	600,000	300,000	600,000	600,000
6930	MEMBERSHIP & PUBLICATIONS	150	600	0	600	600
6940	OFFICIAL MEETINGS	0	700	200	700	700
<b>Total: OPERATING EXPENSES</b>		<b>308,175</b>	<b>601,300</b>	<b>300,200</b>	<b>601,300</b>	<b>601,300</b>
<b>SPECIAL PROGRAMS</b>						
7321	REINSURANCE	461,928	500,000	500,000	580,000	580,000
7323	ADMINISTRATION	23,100	26,000	26,000	40,000	40,000
<b>Total: SPECIAL PROGRAMS</b>		<b>485,028</b>	<b>526,000</b>	<b>526,000</b>	<b>620,000</b>	<b>620,000</b>
<b>Total:</b>		<b>896,042</b>	<b>1,289,500</b>	<b>928,200</b>	<b>1,362,400</b>	<b>1,364,600</b>

**Fund/Division: 0089902**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

5.65 %

## Homeland Security Fund

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	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>(3,000)</b>	<b>(3,000)</b>	<b>(3,000)</b>
<b>Estimated Revenue:</b>			
Homeland Security	0	0	0
<b>Total Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Estimated Funds Available</b>	<b>(3,000)</b>	<b>(3,000)</b>	<b>(3,000)</b>
<b>Proposed Expenditures:</b>			
Equipment	0	0	0
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Ending Fund Balance</b>	<b>(3,000)</b>	<b>(3,000)</b>	<b>(3,000)</b>

**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.

## **Homelessness Plan**

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	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>5,300</b>	<b>5,300</b>	<b>5,300</b>
<b>Estimated Revenue:</b>			
Grant Revenue	300,000	250,000	38,500
Total Revenues	300,000	250,000	38,500
<b>Estimated Funds Available</b>	<b>305,300</b>	<b>255,300</b>	<b>43,800</b>
<b>Proposed Expenditures:</b>			
Operating Expenses	300,000	250,000	38,500
Total Expenditures	300,000	250,000	38,500
<b>Ending Fund Balance</b>	<b>5,300</b>	<b>5,300</b>	<b>5,300</b>

**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*

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Director Of Recreation and Community Services

0.15

**TOTAL**

0.15

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 5515</b>		<b>HOMELESS PREV &amp; DIV PROG</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	9,005	23,900	24,000	23,900	23,900
4015	ALLOWANCES	291	800	800	800	800
4021	LONGEVITY PAY	93	200	200	300	300
4241	P.E.R.S	3,504	9,700	9,800	6,200	6,000
4242	NON-PERSABLE COMPENSATION	45	100	100	100	100
4244	MEDICAL/DENTAL INSURANCE	910	2,800	2,700	2,800	2,800
4245	LONG TERM DISABILITY	4	0	0	0	0
4247	LIFE INSURANCE	22	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	137	400	400	400	400
<b>Total: SALARIES &amp; WAGES</b>		<b>14,011</b>	<b>38,000</b>	<b>38,100</b>	<b>34,600</b>	<b>34,400</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	319,021	0	0	0	0
<b>Total: OPERATING EXPENSES</b>		<b>319,021</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total:</b>		<b>333,032</b>	<b>38,000</b>	<b>38,100</b>	<b>34,600</b>	<b>34,400</b>
<b>Fund/Division: 0155515</b>		OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				
						(8.95) %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED	
<b>DIVISION: 5527</b>	<b>HOMELESSNESS RESOURCE HUB</b>						
SALARIES & WAGES							
4241	P.E.R.S	0	0	1,600	0	0	
4250	FICA/HOSPITAL INSURANCE	0	0	400	0	0	
<b>Total: SALARIES &amp; WAGES</b>		<b>0</b>	<b>0</b>	<b>2,000</b>	<b>0</b>	<b>0</b>	
SUPPLIES							
<b>Total: SUPPLIES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
OPERATING EXPENSES							
6505	GENERAL LIABILITY	0	0	0	600	600	
6507	WORKERS' COMPENSATION	0	0	0	700	700	
<b>Total: OPERATING EXPENSES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>1,300</b>	<b>1,300</b>	
<b>Total:</b>		<b>0</b>	<b>0</b>	<b>2,000</b>	<b>1,300</b>	<b>1,300</b>	
<b>Fund/Division: 0155527</b>							
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					0.00 %		

## Office of Traffic Safety Grant

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	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>
Estimated Revenue:			
Grant Revenue	0	96,500	106,300
Total Revenues	0	96,500	106,300
Estimated Funds Available	0	96,500	106,300
Proposed Expenditures:			
Operating Expenses	0	96,500	106,300
Total Expenditures	0	96,500	106,300
<b>Ending Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>

Purpose of Funds:

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

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 2112</b>	<b>OTS GRANT</b>					
SALARIES & WAGES						
4130	OVERTIME	33,788	69,100	0	90,400	100,000
4250	FICA/HOSPITAL INSURANCE	496	1,000	0	1,300	1,500
<b>Total: SALARIES &amp; WAGES</b>		<b>34,284</b>	<b>70,100</b>	<b>0</b>	<b>91,700</b>	<b>101,500</b>
SUPPLIES						
5260	FIELDS	0	2,200	0	2,300	2,300
<b>Total: SUPPLIES</b>		<b>0</b>	<b>2,200</b>	<b>0</b>	<b>2,300</b>	<b>2,300</b>
OPERATING EXPENSES						
6970	TRAINING	2,500	500	0	2,500	2,500
<b>Total: OPERATING EXPENSES</b>		<b>2,500</b>	<b>500</b>	<b>0</b>	<b>2,500</b>	<b>2,500</b>
<b>Total:</b>		<b>36,784</b>	<b>72,800</b>	<b>0</b>	<b>96,500</b>	<b>106,300</b>
<b>Fund/Division: 0162112</b>						OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR
						32.55 %

## CALIFORNIA OES HSGP

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	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>
Estimated Revenue:			
Grant Revenue	0	51,800	0
Total Revenues	0	51,800	0
Estimated Funds Available	0	51,800	0
Proposed Expenditures:			
Operating Expenses	0	51,800	0
Total Expenditures	0	51,800	0
<b>Ending Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>

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	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 2112</b>	<b>CAL OES HSGP</b>					
SUPPLIES						
5260 FIELDS		91,083	120,000	0	51,800	0
<b>Total: SUPPLIES</b>		<b>91,083</b>	<b>120,000</b>	<b>0</b>	<b>51,800</b>	<b>0</b>
<b>Total:</b>		<b>91,083</b>	<b>120,000</b>	<b>0</b>	<b>51,800</b>	<b>0</b>
<b>Fund/Division: 0172112</b>	OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					
						(56.83) %

## LA COUNTY TASKFORCE FOR AUTOTHEFT PREVENTION

	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Estimated Revenue:</b>			
Grant Revenue	0	149,100	155,300
Total Revenues	0	149,100	155,300
<b>Estimated Funds Available</b>	<b>0</b>	<b>149,100</b>	<b>155,300</b>
<b>Proposed Expenditures:</b>			
Operating Expenses	0	149,100	155,300
Total Expenditures	0	149,100	155,300
<b>Ending Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Purpose of Funds:**

The Taskforce for Regional Autotheft Prevention (TRAP) is Los Angeles County's regional, multi-jurisdictional, multi-agency taskforce that investigates, prosecutes and deters vehicle theft and vehicle fraud on a coordinated and cooperative basis. It is authorized by the Los Angeles County Board of Supervisors, and administered through the Countywide Criminal Justice Coordinating Committee with cooperation from the Los Angeles County Chiefs of Police. TRAP has been highly successful in combating vehicle theft and vehicle fraud by focusing on organized rings and illegal business operations.

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 2112</b>	<b>TASKFORCE AUTO THEFT PRV</b>					
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	0	0	0	81,600	85,700
4014	VACATION SELL BACK	0	0	0	4,000	4,000
4130	OVERTIME	0	0	0	5,000	5,000
4138	HOLIDAY PAY	0	0	0	3,100	3,300
4241	P.E.R.S	0	0	0	33,200	35,500
4242	NON-PERSABLE COMPENSATION	0	0	0	1,200	1,200
4244	MEDICAL/DENTAL INSURANCE	0	0	0	14,800	14,800
4245	LONG TERM DISABILITY	0	0	0	200	200
4247	LIFE INSURANCE	0	0	0	100	100
4250	FICA/HOSPITAL INSURANCE	0	0	0	1,300	1,400
<b>Total: SALARIES &amp; WAGES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>144,500</b>	<b>151,200</b>
<b>SUPPLIES</b>						
5260	FIELDS	0	0	0	2,500	2,500
5280	UNIFORM	0	0	0	1,300	1,300
<b>Total: SUPPLIES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>3,800</b>	<b>3,800</b>
<b>OPERATING EXPENSES</b>						
6505	GENERAL LIABILITY	0	0	0	2,500	2,600
6507	WORKERS' COMPENSATION	0	0	0	3,000	3,100
6730	OFFICE EQUIPMENT	0	0	0	600	600
<b>Total: OPERATING EXPENSES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>6,100</b>	<b>6,300</b>
<b>Total:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>154,400</b>	<b>161,300</b>

**Fund/Division: 0182112**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

0.00 %

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

	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>1,351,600</b>	<b>0</b>	<b>0</b>
<b>Estimated Revenue:</b>			
Transfer from City Hall Reserve	0	0	0
Total Revenues	0	0	0
<b>Estimated Funds Available</b>	<b>1,351,600</b>	<b>0</b>	<b>0</b>
<b>Proposed Expenditures:</b>			
Contribution to PERS	1,351,600	0	0
Total Expenditures	1,351,600	0	0
<b>Ending Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>

**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

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	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>10,097,100</b>	<b>10,047,100</b>	<b>10,047,100</b>
Estimated Revenue:			
Federal Grants	0	0	0
Transfer-in General Fund	0	0	0
Total Revenues	<hr/> 0	<hr/> 0	<hr/> 0
Estimated Funds Available	10,097,100	10,047,100	10,047,100
Proposed Expenditures:			
Covid-19 Response	50,000	0	0
Total Expenditures	<hr/> 50,000	<hr/> 0	<hr/> 0
<b>Ending Fund Balance</b>	<b><hr/>10,047,100</b>	<b><hr/>10,047,100</b>	<b><hr/>10,047,100</b>

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

	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>(637,600)</b>	<b>0</b>	<b>0</b>
Estimated Revenue:			
Donations	500	0	0
Federal Grants	512,400	0	0
Transfer-in General Fund	243,700	0	0
Total Revenues	<u>756,600</u>	0	0
Estimated Funds Available	119,000	0	0
Proposed Expenditures:			
Covid-19 Response	119,000	0	0
Total Expenditures	<u>119,000</u>	0	0
<b>Ending Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>

Purpose of Funds:

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

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 8002</b>		<b>COVID-19 RESPONSE</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	37,770	0	0	0	0
4130	OVERTIME	2,544	0	0	0	0
4241	P.E.R.S.	3,108	0	0	0	0
4249	UNEMPLOYMENT INSURANCE	33,248	0	0	0	0
4250	FICA/HOSPITAL INSURANCE	585	0	0	0	0
<b>Total: SALARIES &amp; WAGES</b>		<b>77,254</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	19,012	0	0	0	0
5125	PRINT SHOP	3,734	0	0	0	0
5230	BUILDING AND GROUNDS	19,984	0	0	0	0
5260	FIELDS	35,688	0	0	0	0
5262	SAFETY EQUIPMENT	9,587	50,000	0	0	0
5320	COMMUNICATIONS	1,032	0	0	0	0
<b>Total: SUPPLIES</b>		<b>89,037</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	35,838	0	0	0	0
6410	PUBLIC NOTICES	340	0	0	0	0
6710	COMMUNICATIONS	5,309	0	0	0	0
6730	OFFICE EQUIPMENT	1,988	0	0	0	0
6760	BUILDING REPAIR & MAINT	833	0	0	0	0
6770	PARAMEDIC EQUIPMENT	2,799	0	0	0	0
<b>Total: OPERATING EXPENSES</b>		<b>47,106</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>SPECIAL PROGRAMS</b>						
7206	BULK MAILING	1,203	0	0	0	0
<b>Total: SPECIAL PROGRAMS</b>		<b>1,203</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total:</b>		<b>214,600</b>	<b>50,000</b>	<b>0</b>		<b>0</b>

**Fund/Division: 0418002**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(100.00) %

## **Park & Recreational Facilities Fund**

	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>6,200,900</b>	<b>7,153,400</b>	<b>4,312,000</b>
<b>Estimated Revenue:</b>			
Dwelling Unit Fees	1,200,000	1,200,000	730,000
Grants	0	0	0
Interest Earnings	62,000	71,500	43,100
<b>Total Revenues</b>	<b>1,262,000</b>	<b>1,271,500</b>	<b>773,100</b>
<b>Estimated Funds Available</b>	<b>7,462,900</b>	<b>8,424,900</b>	<b>5,085,100</b>
<b>Proposed Expenditures:</b>			
General Fund Overhead	31,300	31,900	32,500
Capital Projects	278,200	4,081,000	1,160,000
<b>Total Expenditures</b>	<b>309,500</b>	<b>4,112,900</b>	<b>1,192,500</b>
<b>Ending Fund Balance</b>	<b>7,153,400</b>	<b>4,312,000</b>	<b>3,892,600</b>

**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	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION:</b>	<b>PARKS &amp; RECREATION</b>					
OPERATING EXPENSES						
6995     GENERAL FUND CHARGES	30,600	31,300	31,300	31,900	32,500	
<b>Total: OPERATING EXPENSES</b>	<b>30,600</b>	<b>31,300</b>	<b>31,300</b>	<b>31,900</b>	<b>32,500</b>	
<b>Total:</b>	<b>30,600</b>	<b>31,300</b>	<b>31,300</b>	<b>31,900</b>	<b>32,500</b>	
<b>Fund/Division:</b>	OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					1.92 %

## Traffic Safety Fund

	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>13,900</b>	<b>(98,000)</b>	<b>(60,000)</b>
<b>Estimated Revenue:</b>			
Miscellaneous Fines	14,100	77,000	77,000
Parking Citations	93,800	120,000	120,000
Total Revenues	<u>107,900</u>	<u>197,000</u>	<u>197,000</u>
Estimated Funds Available	121,800	99,000	137,000
<b>Proposed Expenditures:</b>			
Transfer to General Fund	220,000	159,000	137,000
Total Expenditures	<u>220,000</u>	<u>159,000</u>	<u>137,000</u>
<b>Ending Fund Balance</b>	<b>(98,200)</b>	<b>(60,000)</b>	<b>0</b>

### 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**

	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>883,700</b>	<b>970,800</b>	<b>1,058,600</b>
<b>Estimated Revenue:</b>			
PEG	80,000	80,000	80,000
Interest Earnings	7,100	7,800	8,500
<b>Total Revenues</b>	<b>87,100</b>	<b>87,800</b>	<b>88,500</b>
<b>Estimated Funds Available</b>	<b>970,800</b>	<b>1,058,600</b>	<b>1,147,100</b>
<b>Proposed Expenditures:</b>			
Capital Improvement Project	0	0	0
Operating Costs	0	0	0
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Ending Fund Balance</b>	<b>970,800</b>	<b>1,058,600</b>	<b>1,147,100</b>

**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

	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>12,500</b>	<b>16,000</b>	<b>16,000</b>
<b>Estimated Revenue:</b>			
Used Oil Grant	15,500	15,500	15,500
Interest Earnings	0	0	0
<b>Total Revenues</b>	<b>15,500</b>	<b>15,500</b>	<b>15,500</b>
<b>Estimated Funds Available</b>	<b>28,000</b>	<b>31,500</b>	<b>31,500</b>
<b>Proposed Expenditures:</b>			
Operating Costs	12,000	15,500	15,500
<b>Total Expenditures</b>	<b>12,000</b>	<b>15,500</b>	<b>15,500</b>
<b>Ending Fund Balance</b>	<b>16,000</b>	<b>16,000</b>	<b>16,000</b>

**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	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 3340</b>	<b>USED OIL GRANT</b>					
SUPPLIES						
<b>Total: SUPPLIES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
SPECIAL PROGRAMS						
7252	PROGRAM EXP OPP8-17-0046	7,572	0	0	0	0
7253	PROGRAM EXP OPP9-18-0046	15,877	0	0	0	0
7254	PROGRAM EXP OPP10-19-0046	2,501	15,500	12,000	15,000	15,000
<b>Total: SPECIAL PROGRAMS</b>		<b>25,951</b>	<b>15,500</b>	<b>12,000</b>	<b>15,000</b>	<b>15,000</b>
<b>Total:</b>		<b>25,951</b>	<b>15,500</b>	<b>12,000</b>	<b>15,000</b>	<b>15,000</b>
<b>Fund/Division: 1123340</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						(3.23) %

## DOC Beverage Grant

	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>52,100</b>	<b>67,000</b>	<b>67,500</b>
Estimated Revenue:			
Grant	14,500	14,500	14,500
Interest Earnings	400	500	500
Total Revenues	<hr/> 14,900	15,000	15,000
Estimated Funds Available	67,000	82,000	82,500
Proposed Expenditures:			
Operating Costs	0	14,500	14,500
Total Expenditures	<hr/> 0	14,500	14,500
<b>Ending Fund Balance</b>	<b><hr/>67,000</b>	<b>67,500</b>	<b>68,000</b>

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	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 3340</b>	<b>DOC BEVERAGE</b>					
SUPPLIES						
5115 PROGRAM EXPENSES		27,301	14,500	0	14,500	14,500
<b>Total: SUPPLIES</b>		<b>27,301</b>	<b>14,500</b>	<b>0</b>	<b>14,500</b>	<b>14,500</b>
<b>Total:</b>		<b>27,301</b>	<b>14,500</b>	<b>0</b>	<b>14,500</b>	<b>14,500</b>
<b>Fund/Division: 1143340</b>	OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					
						0.00 %

## **Solid Waste Fund**

	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>1,986,500</b>	<b>1,994,200</b>	<b>2,048,200</b>
<b>Estimated Revenue:</b>			
Solid Waste Assessments	500,000	550,000	550,000
Waste Management Administrative fees	123,000	127,000	130,000
Interest Earnings	15,900	16,000	16,400
Total Revenues	638,900	693,000	696,400
<b>Estimated Funds Available</b>	<b>2,625,400</b>	<b>2,687,200</b>	<b>2,744,600</b>
<b>Proposed Expenditures:</b>			
Operating Costs	331,200	339,000	321,800
Transfer to General fund	300,000	300,000	300,000
Total Expenditures	631,200	639,000	621,800
<b>Ending Fund Balance</b>	<b>1,994,200</b>	<b>2,048,200</b>	<b>2,122,800</b>

### 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*

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

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 1901</b>		<b>SOLID WASTE</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	173,573	176,200	176,200	176,800	176,800
4011	SPECIALIST PAY	72	100	100	100	100
4013	VACATION PAY OFF	0	100	100	100	100
4014	VACATION SELL BACK	1,752	2,000	1,800	2,000	2,000
4015	ALLOWANCES	194	200	200	200	200
4021	LONGEVITY PAY	2,124	2,300	2,400	2,700	2,800
4032	PART-TIME NON-PERS	-523	13,400	0	0	0
4241	P.E.R.S	67,079	71,400	71,400	45,200	44,100
4242	NON-PERSABLE COMPENSATION	826	800	800	800	800
4244	MEDICAL/DENTAL INSURANCE	26,844	27,300	26,400	27,300	27,300
4245	LONG TERM DISABILITY	133	200	100	200	200
4247	LIFE INSURANCE	476	500	500	500	500
4250	FICA/HOSPITAL INSURANCE	2,598	2,800	2,600	2,600	2,600
<b>Total: SALARIES &amp; WAGES</b>		<b>275,148</b>	<b>297,300</b>	<b>282,600</b>	<b>258,500</b>	<b>257,500</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	2,303	3,000	3,000	3,000	3,000
5125	PRINT SHOP	12,507	14,500	14,500	14,500	14,500
5260	FIELDS	4,996	5,000	5,000	5,000	5,000
<b>Total: SUPPLIES</b>		<b>19,806</b>	<b>22,500</b>	<b>22,500</b>	<b>22,500</b>	<b>22,500</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	21,842	22,000	21,000	37,000	37,000
6505	GENERAL LIABILITY	5,500	5,800	5,800	5,900	6,000
6507	WORKERS' COMPENSATION	7,300	7,300	7,300	7,400	7,500
6750	VEHICLE MAINTENANCE	1,946	1,500	1,800	1,800	1,800
6751	VEHICLE FUEL USAGE	0	400	600	600	600
6752	VEHICLE 3RD PARTY SVC	0	1,000	500	500	500
6902	DISPOSAL CHARGES	1,597	1,500	1,500	1,500	1,500
6930	MEMBERSHIP & PUBLICATIONS	923	700	700	700	700
6940	OFFICIAL MEETINGS	330	500	0	500	500
6970	TRAINING	1,341	2,100	0	2,100	2,100
6971	TUITION REIMBURSEMENT	1,000	0	0	0	0
6995	GENERAL FUND CHARGES	77,900	79,500	79,500	81,100	82,700
<b>Total: OPERATING EXPENSES</b>		<b>119,679</b>	<b>122,300</b>	<b>118,700</b>	<b>139,100</b>	<b>140,900</b>
<b>Total:</b>		<b>414,633</b>	<b>442,100</b>	<b>423,800</b>	<b>420,100</b>	<b>420,900</b>
<b>Fund/Division: 1181901</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						(4.98) %

## Measure W - Safe Clean Water Program

	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>(360,300)</b>	<b>108,000</b>	<b>725,900</b>
<b>Estimated Revenue:</b>			
Local Return Allocation	1,008,000	864,000	864,000
Grants	0	0	0
Interest Earnings	0	900	5,800
<b>Total Revenues</b>	<b>1,008,000</b>	<b>864,900</b>	<b>869,800</b>
<b>Estimated Funds Available</b>	<b>647,700</b>	<b>972,900</b>	<b>1,595,700</b>
<b>Proposed Expenditures:</b>			
Operating Costs	0	0	0
Capital Projects	539,700	247,000	197,000
<b>Total Expenditures</b>	<b>539,700</b>	<b>247,000</b>	<b>197,000</b>
<b>Ending Fund Balance</b>	<b>108,000</b>	<b>725,900</b>	<b>1,398,700</b>

**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

	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>103,600</b>	<b>(126,500)</b>	<b>72,100</b>
Estimated Revenue:			
Gas Tax - Section 2106	179,100	193,200	195,000
Gas Tax - Section 2107	398,700	398,700	404,000
Gas Tax - Section 2107.5	7,500	7,500	7,500
Gas Tax - Section 2103	455,700	520,200	522,000
Gas Tax - Section 2105	314,100	339,000	338,000
Loan Repayment, SB1	0	0	0
Interest Earnings	800	0	600
Total Revenues	1,355,900	1,458,600	1,467,100
Estimated Funds Available	1,459,500	1,332,100	1,539,200
Proposed Expenditures:			
Operating Expense	0	0	0
Transfer to General Fund for Street Maintenance	1,435,200	1,260,000	1,260,000
Capital Projects	150,800	0	0
Total Expenditures	1,586,000	1,260,000	1,260,000
<b>Ending Fund Balance</b>	<b>(126,500)</b>	<b>72,100</b>	<b>279,200</b>

### 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)**

	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>907,600</b>	<b>98,900</b>	<b>150,700</b>
Estimated Revenue:			
Account - Section 2030	1,051,000	1,151,000	1,151,000
Interest Earnings	7,300	800	1,200
Total Revenues	1,058,300	1,151,800	1,152,200
Estimated Funds Available	1,965,900	1,250,700	1,302,900
Proposed Expenditures:			
Capital Projects	1,867,000	1,100,000	1,200,000
Total Expenditures	1,867,000	1,100,000	1,200,000
<b>Ending Fund Balance</b>	<b>98,900</b>	<b>150,700</b>	<b>102,900</b>

### 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

	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>137,400</b>	<b>192,200</b>	<b>85,400</b>
Revenue From Other Agencies AB 2766	74,000	74,000	74,000
Interest Earnings	1,100	1,500	700
<b>Total Revenues</b>	<b>75,100</b>	<b>75,500</b>	<b>74,700</b>
Estimated Funds Available	212,500	267,700	160,100
Proposed Expenditures:			
Equipment Purchases	0	160,000	0
Operating Costs	20,300	22,300	22,300
<b>Total Expenditures</b>	<b>20,300</b>	<b>182,300</b>	<b>22,300</b>
<b>Ending Fund Balance</b>	<b>192,200</b>	<b>85,400</b>	<b>137,800</b>

### 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	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 4103</b>	<b>AQMD - PLANNING</b>					
SUPPLIES						
5115	PROGRAM EXPENSES	15,118	20,000	18,000	20,000	20,000
<b>Total: SUPPLIES</b>		<b>15,118</b>	<b>20,000</b>	<b>18,000</b>	<b>20,000</b>	<b>20,000</b>
OPERATING EXPENSES						
6505	GENERAL LIABILITY	400	400	400	400	400
6940	OFFICIAL MEETINGS	367	500	500	500	500
6995	GENERAL FUND CHARGES	1,400	1,400	1,400	1,400	1,400
<b>Total: OPERATING EXPENSES</b>		<b>2,167</b>	<b>2,300</b>	<b>2,300</b>	<b>2,300</b>	<b>2,300</b>
<b>Total:</b>		<b>17,285</b>	<b>22,300</b>	<b>20,300</b>	<b>22,300</b>	<b>22,300</b>
<b>Fund/Division: 1514103</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR	0.00 %					

## Community Development Block Grant Fund

	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>
Estimated Revenue:			
Misc. Income	0	0	0
Block Grant Funds	257,800	331,200	331,900
Total Revenues	257,800	331,200	331,900
Estimated Funds Available	257,800	331,200	331,900
Proposed Expenditures:			
Housing Rehabilitation	237,300	242,300	243,000
Senior Information Services	20,500	20,500	20,500
Senior Meals	0	68,400	68,400
Capital Project	0	0	0
Total Expenditures	257,800	331,200	331,900
<b>Ending Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>

### 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*

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Economic Development Manager	0.05
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<b>TOTAL</b>	<b>0.05</b>
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ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 4307</b>		<b>C D B G-HOUSING</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	5,226	5,200	5,400	5,800	6,100
4014	VACATION SELL BACK	101	100	200	200	200
4021	LONGEVITY PAY	82	100	100	100	100
4241	P.E.R.S	2,037	2,100	2,200	1,500	1,500
4242	NON-PERSABLE COMPENSATION	26	0	0	0	0
4244	MEDICAL/DENTAL INSURANCE	849	900	800	900	900
4245	LONG TERM DISABILITY	4	0	0	0	0
4247	LIFE INSURANCE	15	0	0	0	0
4250	FICA/HOSPITAL INSURANCE	84	100	100	100	100
<b>Total: SALARIES &amp; WAGES</b>		<b>8,424</b>	<b>8,500</b>	<b>8,800</b>	<b>8,600</b>	<b>8,900</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	949	500	500	500	500
5118	HOUSING IMPROVEMENT	129,596	190,000	190,000	195,000	195,000
5125	PRINT SHOP	203	200	0	200	200
<b>Total: SUPPLIES</b>		<b>130,748</b>	<b>190,700</b>	<b>190,500</b>	<b>195,700</b>	<b>195,700</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	30,000	38,000	38,000	38,000	38,000
<b>Total: OPERATING EXPENSES</b>		<b>30,000</b>	<b>38,000</b>	<b>38,000</b>	<b>38,000</b>	<b>38,000</b>
<b>Total:</b>		<b>169,172</b>	<b>237,200</b>	<b>237,300</b>	<b>242,300</b>	<b>242,600</b>

**Fund/Division: 1524307**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

2.15 %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 5507</b>	<b>C D B G-SENIOR I &amp; R</b>					
SALARIES & WAGES						
<b>Total: SALARIES &amp; WAGES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
SUPPLIES						
5110     OFFICE SUPPLIES	28	1,000	1,000	1,000	1,000	1,000
5125     PRINT SHOP	15,438	19,500	19,500	19,500	19,500	19,500
<b>Total: SUPPLIES</b>	<b>15,466</b>	<b>20,500</b>	<b>20,500</b>	<b>20,500</b>	<b>20,500</b>	<b>20,500</b>
<b>Total:</b>	<b>15,466</b>	<b>20,500</b>	<b>20,500</b>	<b>20,500</b>	<b>20,500</b>	<b>20,500</b>
<b>Fund/Division: 1525507</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					0.00	%

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 5511</b>		<b>CDBG-SENIOR MEALS</b>				
SALARIES & WAGES						
4032	PART-TIME NON-PERS	4,058	3,900	0	3,900	3,900
4250	FICA/HOSPITAL INSURANCE	59	100	0	100	100
<b>Total: SALARIES &amp; WAGES</b>		<b>4,117</b>	<b>4,000</b>	<b>0</b>	<b>4,000</b>	<b>4,000</b>
SUPPLIES						
5116	SENIOR MEAL PROGRAM	49,735	64,400	0	64,400	64,400
<b>Total: SUPPLIES</b>		<b>49,735</b>	<b>64,400</b>	<b>0</b>	<b>64,400</b>	<b>64,400</b>
<b>Total:</b>		<b>53,852</b>	<b>68,400</b>	<b>0</b>	<b>68,400</b>	<b>68,400</b>
<b>Fund/Division: 1525511</b>		OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				
		0.00 %				

## Santa Anita Grade Separation

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	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>1,504,200</b>	<b>1,015,500</b>	<b>1,023,100</b>
Estimated Revenue:			
Grants	0	0	0
Interest Earnings	11,300	7,600	7,700
Total Revenues	<u>11,300</u>	<u>7,600</u>	<u>7,700</u>
Estimated Funds Available	1,515,500	1,023,100	1,030,800
Proposed Expenditures:			
Gold Line Capital projects	500,000	0	0
	<u>500,000</u>	<u>0</u>	<u>0</u>
<b>Ending Fund Balance</b>	<b>1,015,500</b>	<b>1,023,100</b>	<b>1,030,800</b>

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

	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>(31,100)</b>	<b>(191,900)</b>	<b>73,000</b>
Estimated Operating Funds:			
Prop C 40% Muni Op Improvement	68,700	73,000	73,000
TDA Article 4	308,400	300,000	300,000
Bus System Improvement Plan (BSIP)	22,400	23,000	23,000
Foothill Transit Mitigation	10,300	14,000	14,000
State Transit Assistance	50,700	67,000	67,000
Transit Security	5,100	6,700	6,700
Prop A 40% Discretionary	238,300	238,000	238,000
Measure R 20% Bus operation	117,200	155,000	155,000
Measure M 20% Bus operation	115,600	154,000	154,000
Transfer from Prop A Fund	868,800	931,400	931,350
Transfer from Measure R Fund	579,200	620,850	620,900
Fare Box Receipts	3,000	12,000	12,000
Transit Passes	300	1,300	1,300
Total Operating	2,388,000	2,596,250	2,596,250
Estimated Capital Funds:			
PTMISEA*FUNDS (PROP 1B)	0	0	0
STA - Capital Reserve	0	0	0
Prop A Local Return	0	0	0
Public Trsnptn Modernization Imprvmt	0	0	0
Service Enhancement Acct (PTMISTEA)	0	0	0
FTA Section 5307	0	0	0
Total Capital	0	0	0
Estimated Funds Available	2,356,900	2,596,250	2,669,250
Proposed Expenditures:			
New Buses purchase	0	0	0
Operating Costs	2,548,800	2,688,500	2,691,900
Total Expenditures	2,548,800	2,688,500	2,691,900
<b>Ending Fund Balance</b>	<b>(191,900)</b>	<b>73,000</b>	<b>146,000</b>

### 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*

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Administrative Assistant	0.20
Assistant City Manager/DSD Director	0.10
Transportation Services Manager	1.00
<b>TOTAL</b>	<b>1.30</b>

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 4701</b>		<b>TRANSIT-ADMIN</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	139,114	137,900	136,300	135,500	136,100
4014	VACATION SELL BACK	767	800	800	1,200	1,200
4015	ALLOWANCES	520	500	500	500	500
4021	LONGEVITY PAY	2,259	2,300	2,000	1,900	1,900
4241	P.E.R.S	54,321	56,400	55,400	34,600	33,900
4242	NON-PERSABLE COMPENSATION	630	600	600	600	600
4244	MEDICAL/DENTAL INSURANCE	21,728	21,900	20,800	21,900	21,900
4245	LONG TERM DISABILITY	109	100	100	100	100
4247	LIFE INSURANCE	369	400	400	400	400
4250	FICA/HOSPITAL INSURANCE	1,986	2,000	1,900	2,000	2,000
<b>Total: SALARIES &amp; WAGES</b>		<b>221,804</b>	<b>222,900</b>	<b>218,800</b>	<b>198,700</b>	<b>198,600</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	137	500	500	500	500
5125	PRINT SHOP	1,162	2,000	1,000	2,000	2,000
<b>Total: SUPPLIES</b>		<b>1,299</b>	<b>2,500</b>	<b>1,500</b>	<b>2,500</b>	<b>2,500</b>
<b>OPERATING EXPENSES</b>						
6353	PROFESSIONAL & TECHNICAL	40,000	20,000	20,000	20,000	20,000
6355	CONTRACT OPERATIONS	2,321,455	2,176,500	2,176,500	2,292,200	2,292,200
6505	GENERAL LIABILITY	36,400	38,100	38,100	38,900	39,700
6507	WORKERS' COMPENSATION	3,200	3,200	3,200	3,300	3,400
6910	AUDIT	2,133	2,300	2,000	2,100	2,100
6930	MEMBERSHIP & PUBLICATIONS	2,620	2,000	3,700	3,700	3,700
6940	OFFICIAL MEETINGS	4,262	3,400	0	1,500	1,600
6990	DEPRECIATION	93,881	0	0	0	0
6995	GENERAL FUND CHARGES	120,700	123,100	123,100	125,600	128,100
<b>Total: OPERATING EXPENSES</b>		<b>2,624,651</b>	<b>2,368,600</b>	<b>2,366,600</b>	<b>2,487,300</b>	<b>2,490,800</b>
<b>SPECIAL PROGRAMS</b>						
7990	PENSION LIB ACCRUAL	29,520	0	0	0	0
<b>Total: SPECIAL PROGRAMS</b>		<b>29,520</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total:</b>		<b>2,877,274</b>	<b>2,594,000</b>	<b>2,586,900</b>	<b>2,688,500</b>	<b>2,691,900</b>
<b>Fund/Division: 1544701</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						3.64 %

## Proposition "A" Local Return Fund

	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>2,049,600</b>	<b>2,016,100</b>	<b>1,624,500</b>
<b>Estimated Revenue:</b>			
Proposition "A" Allocation	1,061,400	1,000,000	1,000,000
Interest Earnings	15,400	15,100	15,400
<b>Total Revenues</b>	<b>1,076,800</b>	<b>1,015,100</b>	<b>1,012,200</b>
 Estimated Funds Available	 3,126,400	 3,031,200	 2,636,700
<b>Proposed Expenditures:</b>			
Transfer for Bus Purchase	0	0	0
Transfer to Transit Fund	868,800	931,400	931,350
Operating Costs	241,500	253,100	253,700
<b>Total Expenditures</b>	<b>1,110,300</b>	<b>1,052,100</b>	<b>1,053,350</b>
 <b>Ending Fund Balance</b>	 <b>2,016,100</b>	 <b>1,624,500</b>	 <b>1,583,350</b>

### 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).

*PROP A*

*No. of Employees Full  
Time Equivalent*

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Assistant City Manager/DSD Director	0.10
Deputy Director of Development Services/City Engineer	0.20
Maintenance Worker	1.00
<b>TOTAL</b>	<b>1.30</b>

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 3304</b>		<b>PROP A/ BUS STOP MAINT</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	54,813	54,300	54,600	54,300	54,300
4014	VACATION SELL BACK	0	1,000	1,000	1,000	1,000
4021	LONGEVITY PAY	1,102	1,100	1,100	1,100	1,100
4241	P.E.R.S	19,781	20,600	20,600	11,700	11,900
4244	MEDICAL/DENTAL INSURANCE	13,489	13,800	13,100	13,800	13,800
4245	LONG TERM DISABILITY	84	100	100	100	100
4247	LIFE INSURANCE	59	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	920	800	900	800	800
<b>Total: SALARIES &amp; WAGES</b>		<b>90,248</b>	<b>91,800</b>	<b>91,500</b>	<b>82,900</b>	<b>83,100</b>
<b>SUPPLIES</b>						
5260	FIELDS	1,731	1,300	1,300	1,300	1,300
<b>Total: SUPPLIES</b>		<b>1,731</b>	<b>1,300</b>	<b>1,300</b>	<b>1,300</b>	<b>1,300</b>
<b>OPERATING EXPENSES</b>						
6505	GENERAL LIABILITY	1,700	1,800	1,800	1,800	1,800
6507	WORKERS' COMPENSATION	2,800	2,800	2,800	2,900	3,000
6750	VEHICLE MAINTENANCE	10,463	4,500	5,300	5,300	5,300
6751	VEHICLE FUEL USAGE	0	3,500	2,300	2,300	2,300
6752	VEHICLE 3RD PARTY SVC	0	100	500	500	500
6995	GENERAL FUND CHARGES	21,200	21,600	21,600	22,000	22,400
<b>Total: OPERATING EXPENSES</b>		<b>36,163</b>	<b>34,300</b>	<b>34,300</b>	<b>34,800</b>	<b>35,300</b>
<b>Total:</b>		<b>128,142</b>	<b>127,400</b>	<b>127,100</b>	<b>119,000</b>	<b>119,700</b>

**Fund/Division: 1553304**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(6.59) %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 4103</b>		<b>PROP A-DSO PLANNING &amp; ADM</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	53,936	53,500	53,700	53,500	53,500
4014	VACATION SELL BACK	2,057	2,000	2,000	2,400	2,400
4015	ALLOWANCES	714	700	700	700	700
4021	LONGEVITY PAY	606	600	600	700	700
4241	P.E.R.S	20,958	21,800	21,800	13,800	13,500
4242	NON-PERSABLE COMPENSATION	270	300	300	300	300
4244	MEDICAL/DENTAL INSURANCE	5,270	5,300	5,200	5,300	5,300
4245	LONG TERM DISABILITY	25	0	0	0	0
4247	LIFE INSURANCE	143	200	100	200	200
4250	FICA/HOSPITAL INSURANCE	827	800	800	800	800
<b>Total: SALARIES &amp; WAGES</b>		<b>84,806</b>	<b>85,200</b>	<b>85,200</b>	<b>77,700</b>	<b>77,400</b>
<b>OPERATING EXPENSES</b>						
6505	GENERAL LIABILITY	1,600	1,700	1,700	1,700	1,700
6507	WORKERS' COMPENSATION	1,100	1,100	1,100	1,100	1,100
6930	MEMBERSHIP & PUBLICATIONS	21,000	21,000	21,000	21,000	21,000
6995	GENERAL FUND CHARGES	11,500	11,700	11,700	11,900	12,100
<b>Total: OPERATING EXPENSES</b>		<b>35,200</b>	<b>35,500</b>	<b>35,500</b>	<b>35,700</b>	<b>35,900</b>
<b>Total:</b>		<b>120,006</b>	<b>120,700</b>	<b>120,700</b>	<b>113,400</b>	<b>113,300</b>
<b>Fund/Division: 1554103</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						(6.05) %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 5504</b>		<b>PROP A/ RECREATN TRANSPTN</b>				
OPERATING EXPENSES						
6505	GENERAL LIABILITY	300	300	300	300	300
6995	GENERAL FUND CHARGES	1,100	1,100	1,100	1,100	1,100
<b>Total: OPERATING EXPENSES</b>		<b>1,400</b>	<b>1,400</b>	<b>1,400</b>	<b>1,400</b>	<b>1,400</b>
SPECIAL PROGRAMS						
7220	EXCURSIONS/SPECIAL EVENT	19,300	19,300	0	19,300	19,300
<b>Total: SPECIAL PROGRAMS</b>		<b>19,300</b>	<b>19,300</b>	<b>0</b>	<b>19,300</b>	<b>19,300</b>
<b>Total:</b>		<b>20,700</b>	<b>20,700</b>	<b>1,400</b>	<b>20,700</b>	<b>20,700</b>
<b>Fund/Division: 1555504</b>		OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				
						0.00 %

## **Proposition "C" Local Return Fund**

	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>2,413,200</b>	<b>1,920,100</b>	<b>6,000</b>
<b>Estimated Revenue:</b>			
Proposition "C" Allocation	880,400	958,300	958,300
Grants	0	0	0
Call For Projects	0	0	0
Interest Earnings	18,100	14,400	0
<b>Total Revenues</b>	<b>898,500</b>	<b>972,700</b>	<b>958,300</b>
<b>Estimated Funds Available</b>	<b>3,311,700</b>	<b>2,892,800</b>	<b>964,300</b>
<b>Proposed Expenditures:</b>			
Capital Projects	1,290,700	2,790,300	800,000
Operating Costs	100,900	96,500	96,500
<b>Total Expenditures</b>	<b>1,391,600</b>	<b>2,886,800</b>	<b>896,500</b>
<b>Ending Fund Balance</b>	<b>1,920,100</b>	<b>6,000</b>	<b>67,800</b>

### 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.

<i>PROP C</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
<b>TOTAL</b>	<b>0.30</b>

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 4103</b>		<b>PROP C -PLANNING/ADMIN</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	53,936	53,500	53,700	53,500	53,500
4014	VACATION SELL BACK	2,057	2,300	2,300	2,700	2,700
4015	ALLOWANCES	714	700	700	700	700
4021	LONGEVITY PAY	606	600	600	700	700
4241	P.E.R.S	20,958	21,800	21,800	13,800	13,500
4242	NON-PERSABLE COMPENSATION	270	300	300	300	300
4244	MEDICAL/DENTAL INSURANCE	5,270	5,300	5,200	5,300	5,300
4245	LONG TERM DISABILITY	25	0	0	0	0
4247	LIFE INSURANCE	143	200	100	200	200
4250	FICA/HOSPITAL INSURANCE	827	800	800	800	800
<b>Total: SALARIES &amp; WAGES</b>		<b>84,806</b>	<b>85,500</b>	<b>85,500</b>	<b>78,000</b>	<b>77,700</b>
<b>OPERATING EXPENSES</b>						
6505	GENERAL LIABILITY	1,300	1,400	1,400	1,400	1,400
6507	WORKERS' COMPENSATION	1,400	1,400	1,400	1,400	1,400
6995	GENERAL FUND CHARGES	15,100	15,400	15,400	15,700	16,000
<b>Total: OPERATING EXPENSES</b>		<b>17,800</b>	<b>18,200</b>	<b>18,200</b>	<b>18,500</b>	<b>18,800</b>
<b>Total:</b>		<b>102,606</b>	<b>103,700</b>	<b>103,700</b>	<b>96,500</b>	<b>96,500</b>

**Fund/Division: 1574103**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(6.94) %

## Measure "R" Local Return Fund

	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>1,005,100</b>	<b>481,100</b>	<b>559,700</b>
<b>Estimated Revenue:</b>			
Proposition "R" Allocation	660,300	718,800	718,800
Grants	440,000	0	0
Interest Earnings	7,500	3,600	4,200
<b>Total Revenues</b>	<b>1,107,800</b>	<b>722,400</b>	<b>723,000</b>
 Estimated Funds Available	 2,112,900	 1,203,500	 1,282,700
<b>Proposed Expenditures:</b>			
Transfer to Transit Fund	579,200	579,200	579,200
Operating Costs	67,900	64,600	64,500
Capital Projects	984,700	0	0
<b>Total Expenditures</b>	<b>1,631,800</b>	<b>643,800</b>	<b>643,700</b>
 <b>Ending Fund Balance</b>	 <b>481,100</b>	 <b>559,700</b>	 <b>639,000</b>

### 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
<b>TOTAL</b>	<b>0.20</b>

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 4701</b>		<b>MEASURE R</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	37,021	36,700	36,900	36,700	36,700
4014	VACATION SELL BACK	1,412	1,400	1,400	1,800	1,800
4015	ALLOWANCES	617	600	600	600	600
4021	LONGEVITY PAY	386	400	400	400	400
4241	P.E.R.S	14,372	14,900	15,000	9,500	9,200
4242	NON-PERSABLE COMPENSATION	185	200	200	200	200
4244	MEDICAL/DENTAL INSURANCE	3,560	3,600	3,500	3,600	3,600
4245	LONG TERM DISABILITY	17	0	0	0	0
4247	LIFE INSURANCE	98	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	566	500	600	500	500
<b>Total: SALARIES &amp; WAGES</b>		<b>58,233</b>	<b>58,400</b>	<b>58,700</b>	<b>53,400</b>	<b>53,100</b>
OPERATING EXPENSES						
6505	GENERAL LIABILITY	900	1,000	1,000	1,000	1,000
6507	WORKERS' COMPENSATION	800	800	800	800	800
6995	GENERAL FUND CHARGES	9,000	9,200	9,200	9,400	9,600
<b>Total: OPERATING EXPENSES</b>		<b>10,700</b>	<b>11,000</b>	<b>11,000</b>	<b>11,200</b>	<b>11,400</b>
<b>Total:</b>		<b>68,933</b>	<b>69,400</b>	<b>69,700</b>	<b>64,600</b>	<b>64,500</b>
<b>Fund/Division: 1614701</b>						(6.92) %
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						

## Transportation Impact Fund

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	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>1,796,000</b>	<b>1,599,400</b>	<b>481,900</b>
Estimated Revenue:			
Other Grants	180,500	0	0
Impact Fees	300,000	300,000	300,000
Interest Earnings	13,500	12,000	3,600
Total Revenues	<u>494,000</u>	<u>312,000</u>	<u>303,600</u>
Estimated Funds Available	2,290,000	1,911,400	785,500
Proposed Expenditures:			
Capital Projects	690,600	1,429,500	100,000
Total Expenditures	<u>690,600</u>	<u>1,429,500</u>	<u>100,000</u>
<b>Ending Fund Balance</b>	<b>1,599,400</b>	<b>481,900</b>	<b>685,500</b>

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

	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>505,600</b>	<b>1,071,000</b>	<b>1,298,600</b>
<b>Estimated Revenue:</b>			
Proposition "M" Allocation	748,300	814,600	814,600
Discretionary Grant / SGV COG	150,000	1,600,000	0
Interest Earnings	3,800	8,000	9,700
<b>Total Revenues</b>	<b>902,100</b>	<b>2,422,600</b>	<b>824,300</b>
 Estimated Funds Available	 1,407,700	 3,493,600	 2,122,900
<b>Proposed Expenditures:</b>			
Operating Costs	55,000	70,000	60,000
Capital Projects	281,700	2,125,000	290,000
<b>Total Expenditures</b>	<b>336,700</b>	<b>2,195,000</b>	<b>350,000</b>
 <b>Ending Fund Balance</b>	 <b>1,071,000</b>	 <b>1,298,600</b>	 <b>1,772,900</b>

### 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	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 4190</b>	<b>MEASURE M - ENGINEERING</b>					
OPERATING EXPENSES						
6160 CONTRACT SERVICES		39,995	55,000	15,000	70,000	60,000
<b>Total: OPERATING EXPENSES</b>		<b>39,995</b>	<b>55,000</b>	<b>15,000</b>	<b>70,000</b>	<b>60,000</b>
<b>Total:</b>		<b>39,995</b>	<b>55,000</b>	<b>15,000</b>	<b>70,000</b>	<b>60,000</b>
<b>Fund/Division: 1654190</b>	OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					
						27.27 %

## TDA Article 3 Bikeway

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	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>0</b>	<b>80,000</b>	<b>180,600</b>
TDA Article 3 Allocation	80,000	100,000	50,000
Interest Earnings	0	600	1,400
<b>Total Revenues</b>	<b>80,000</b>	<b>100,600</b>	<b>51,400</b>
Estimated Funds Available	80,000	180,600	232,000
Proposed Expenditures:			
Capital Projects	0	0	0
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Ending Fund Balance</b>	<b>80,000</b>	<b>180,600</b>	<b>232,000</b>

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

	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>9,832,500</b>	<b>9,187,600</b>	<b>7,082,600</b>
Estimated Revenue:			
Transfer from General Fund	1,600,000	2,400,000	2,400,000
Federal Grants	0	0	0
Parimutuel Revenue	60,000	84,500	98,200
Interest Earnings	73,700	68,900	53,100
Total Revenues	1,733,700	2,553,400	2,551,300
Estimated Funds Available	11,566,200	11,741,000	9,633,900
Proposed Expenditures:			
RaceTrack Overtime	20,000	168,500	168,500
General Fund Overhead	30,600	31,200	31,800
Capital Projects	2,328,000	4,458,700	2,414,000
Total Expenditures	2,378,600	4,658,400	2,614,300
<b>Ending Fund Balance</b>	<b>9,187,600</b>	<b>7,082,600</b>	<b>7,019,600</b>

### 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	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED	
<b>DIVISION:</b>	<b>CAPITAL OUTLAY</b>						
OPERATING EXPENSES							
6994	GENERAL FUND COST REIMB	92,353	82,700	20,000	168,500	168,500	
6995	GENERAL FUND CHARGES	30,000	30,600	30,600	31,200	31,800	
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>122,353</b>	<b>113,300</b>	<b>50,600</b>	<b>199,700</b>	<b>200,300</b>	
<b>Total:</b>		<b>122,353</b>	<b>113,300</b>	<b>50,600</b>	<b>199,700</b>	<b>200,300</b>	
<b>Fund/Division:</b>		OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				76.26 %	

## City Hall Reserve

	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>1,500,000</b>	<b>0</b>	<b>0</b>
Estimated Revenue:			
Transfer From General Fund	0	0	0
Interests	0	0	0
Total Revenues	0	0	0
Estimated Funds Available	1,500,000	0	0
Proposed Expenditures:			
Transfer to PERS Retirement Fund	1,500,000	0	0
Total Expenditures	1,500,000	0	0
<b>Ending Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>

Purpose of Funds:

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

## Lighting Maintenance Fund

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	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>262,900</b>	<b>262,900</b>	<b>272,500</b>
Estimated Revenue:			
Current Assessment	524,200	525,000	530,000
Transfer from General Fund	761,900	750,000	750,000
Total Revenues	1,286,100	1,275,000	1,280,000
Estimated Funds Available	1,549,000	1,537,900	1,552,500
Proposed Expenditures:			
Operating Expenses	1,286,100	1,265,400	1,291,000
Capital Projects	0	0	0
Total Expenditures	1,286,100	1,265,400	1,291,000
<b>Ending Fund Balance</b>	<b>262,900</b>	<b>272,500</b>	<b>261,500</b>

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

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 3311</b>		<b>LIGHTING DISTRICT</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	192,202	193,400	172,200	190,700	194,000
4014	VACATION SELL BACK	1,003	2,500	2,500	2,500	2,500
4019	STAND BY PAY	2,896	3,500	3,500	3,500	3,500
4021	LONGEVITY PAY	3,604	3,600	3,000	2,900	3,200
4130	OVERTIME	1,539	1,500	1,500	1,500	1,500
4241	P.E.R.S	73,889	77,700	69,000	45,600	46,000
4242	NON-PERSABLE COMPENSATION	132	100	100	100	100
4244	MEDICAL/DENTAL INSURANCE	37,033	37,400	33,300	37,400	37,400
4245	LONG TERM DISABILITY	223	300	200	300	300
4247	LIFE INSURANCE	216	200	200	200	200
4250	FICA/HOSPITAL INSURANCE	2,772	2,900	2,500	2,900	3,000
<b>Total: SALARIES &amp; WAGES</b>		<b>315,509</b>	<b>323,100</b>	<b>288,000</b>	<b>287,600</b>	<b>291,700</b>
<b>SUPPLIES</b>						
5260	FIELDS	22,423	21,000	21,000	21,000	21,000
5410	TOOLS	697	700	700	700	700
<b>Total: SUPPLIES</b>		<b>23,120</b>	<b>21,700</b>	<b>21,700</b>	<b>21,700</b>	<b>21,700</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	132,542	130,000	130,000	130,000	130,000
6505	GENERAL LIABILITY	18,600	19,500	19,500	19,900	20,300
6507	WORKERS' COMPENSATION	9,000	9,000	9,000	9,200	9,400
6611	ELECTRIC	483,306	570,900	642,400	589,600	607,300
6750	VEHICLE MAINTENANCE	22,105	11,300	13,300	12,700	13,500
6751	VEHICLE FUEL USAGE	0	6,600	7,800	9,500	9,500
6752	VEHICLE 3RD PARTY SVC	0	3,800	600	800	1,000
6995	GENERAL FUND CHARGES	98,100	107,300	107,300	109,400	111,600
<b>Total: OPERATING EXPENSES</b>		<b>763,653</b>	<b>858,400</b>	<b>929,900</b>	<b>881,100</b>	<b>902,600</b>
<b>SPECIAL PROGRAMS</b>						
7410	POWER PURCHASED	49,778	75,000	75,000	75,000	75,000
<b>Total: SPECIAL PROGRAMS</b>		<b>49,778</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>75,000</b>
<b>Total:</b>		<b>1,152,061</b>	<b>1,278,200</b>	<b>1,314,600</b>	<b>1,265,400</b>	<b>1,291,000</b>
<b>Fund/Division: 4303311</b>		OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				
		(1.00) %				

## Water Fund

	FY20-21				FY21-22			
	Estimates		Operation		Capital Reserve		Equipment Reserve	
	<b>Fiscal year 21-22</b>	<b>Beginning Fund Balance *</b>	<b>12,925,217</b>	<b>(3,722,200)</b>	<b>14,320,300</b>	<b>279,100</b>		
<b>Estimated Revenue:</b>								
Maps and Publications		500	1,000		0		0	
Water Sales		14,500,000	15,000,000		0		0	
Public Works Inspection		40,000	50,000		0		0	
Property Rental		27,600	27,600		0		0	
Demand Response Program		40,000	10,000		0		0	
Engineering Charges		0	0		0		0	
Backflow Admin		145,000	90,000		0		0	
Sale of Property		2,100	15,000		0		0	
Misc.		3,000	23,000		0		0	
Interest Earnings		114,800	0	107,400		2,100		
<b>Total Revenues</b>		<b>14,873,000</b>	<b>15,216,600</b>	<b>107,400</b>		<b>2,100</b>		
<b>Estimated Funds Available</b>		<b>27,798,217</b>	<b>11,494,400</b>	<b>14,427,700</b>		<b>281,200</b>		
<b>Proposed Expenditures:</b>								
Equipment Purchase		155,800	0		0		152,600	
Capital Outlay		1,697,900	0	6,052,800			0	
Operating Costs		15,067,400	16,291,300		0		0	
<b>Total Expenditures</b>		<b>16,921,100</b>	<b>16,291,300</b>	<b>6,052,800</b>		<b>152,600</b>		
<b>Ending Fund Balance</b>		<b>10,877,117</b>	<b>(4,796,900)</b>	<b>8,374,900</b>		<b>128,600</b>		

### 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

	FY22-23		
	Operation	Capital Reserve	Equipment Reserve
<b>Fiscal year 22-23</b>			
<b>Beginning Fund Balance</b>	<b>(4,796,900)</b>	<b>8,374,900</b>	<b>128,600</b>
Estimated Revenue:			
Transfers In	0	0	0
Maps and Publications	1,000	0	0
Water Sales	15,750,000	0	0
Public Works Inspection	40,000	0	0
Property Rental	27,600	0	0
Miscellaneous	10,000	0	0
Engineering Charges	0	0	0
Backflow Admin	160,000	0	0
Sale of Property	2,500	0	0
Miscellaneous	25,000	0	0
Interest Earnings	0	62,800	1,000
Total Revenues	16,016,100	62,800	1,000
Estimated Funds Available	11,219,200	8,437,700	129,600
Proposed Expenditures:			
Equipment Purchase	0	0	99,800
Capital Outlay	0	1,517,500	0
Operating Costs	16,482,300	0	0
Total Expenditures	16,482,300	1,517,500	99,800
<b>Ending Fund Balance</b>	<b>(5,263,100)</b>	<b>6,920,200</b>	<b>29,800</b>

### 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
Office Coordinator	0.70
Principal Civil Engineer	1.00
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
<b>TOTAL</b>	<b>26.90</b>

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 7201</b>		<b>WATER-ADMIN</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	908,566	938,300	936,000	963,300	975,800
4011	SPECIALIST PAY	1,478	1,600	1,600	1,600	1,600
4013	VACATION PAY OFF	37,464	5,000	0	15,000	5,000
4014	VACATION SELL BACK	9,748	12,000	12,000	12,000	12,000
4015	ALLOWANCES	2,241	2,200	2,200	2,200	2,200
4021	LONGEVITY PAY	10,596	11,200	11,700	12,700	15,100
4032	PART-TIME NON-PERS	0	15,000	0	15,000	15,000
4241	P.E.R.S	337,980	370,900	369,500	232,100	233,000
4242	NON-PERSABLE COMPENSATION	2,719	2,500	2,700	2,500	2,500
4244	MEDICAL/DENTAL INSURANCE	145,952	149,100	143,000	149,100	149,100
4245	LONG TERM DISABILITY	824	1,000	700	1,000	1,000
4247	LIFE INSURANCE	1,716	1,900	1,700	1,900	1,900
4248	RETIREE MEDICAL	2,067	31,300	25,700	0	0
4250	FICA/HOSPITAL INSURANCE	14,237	14,200	14,600	14,800	14,900
4299	VACANCY RATE	0	-64,500	0	-42,700	-42,900
<b>Total: SALARIES &amp; WAGES</b>		<b>1,475,588</b>	<b>1,491,700</b>	<b>1,521,400</b>	<b>1,380,500</b>	<b>1,386,200</b>
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	16,726	17,800	17,800	17,800	17,800
5111	WATER BILL POSTAGE	51,025	48,000	48,000	48,000	48,000
5120	DRAFTING SUPPLIES	0	2,500	2,500	2,500	2,500
5125	PRINT SHOP	19,611	23,000	23,000	23,000	23,000
<b>Total: SUPPLIES</b>		<b>87,362</b>	<b>91,300</b>	<b>91,300</b>	<b>91,300</b>	<b>91,300</b>
<b>OPERATING EXPENSES</b>						
6145	WATER CONSERVATION COST	33,093	71,500	71,500	71,500	71,500
6160	CONTRACT SERVICES	203,669	170,000	170,000	175,600	175,600
6505	GENERAL LIABILITY	112,700	118,000	118,000	120,400	122,800
6507	WORKERS' COMPENSATION	92,200	92,200	92,200	94,000	95,900
6540	TAXES	10,345	0	10,500	11,000	11,500
6730	OFFICE EQUIPMENT	1,006	1,000	300	300	300
6750	VEHICLE MAINTENANCE	2,493	1,100	1,400	1,400	1,500
6751	VEHICLE FUEL USAGE	0	300	300	300	400
6752	VEHICLE 3RD PARTY SVC	0	700	400	400	400
6760	BUILDING REPAIR & MAINT	2,473	2,000	2,000	2,000	2,000
6904	RENTS	927,787	946,400	933,800	961,800	990,700
6930	MEMBERSHIP & PUBLICATIONS	4,158	5,200	5,200	5,200	5,200
6940	OFFICIAL MEETINGS	1,524	2,800	1,500	2,800	2,800
6970	TRAINING	3,351	4,000	3,000	4,500	4,500
6971	TUITION REIMBURSEMENT	855	9,000	2,700	2,000	2,000
6987	DUES & ASSESSMENTS	14,603	14,800	21,000	23,500	23,500
6990	DEPRECIATION	1,629,571	0	0	0	0
6995	GENERAL FUND CHARGES	416,700	422,800	422,800	431,300	439,900
<b>Total: OPERATING EXPENSES</b>		<b>3,456,527</b>	<b>1,861,800</b>	<b>1,856,600</b>	<b>1,908,000</b>	<b>1,950,500</b>
<b>SPECIAL PROGRAMS</b>						
7990	PENSION LIB ACCRUAL	391,095	0	0	0	0

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>391,095</b>		<b>0</b>	<b>0</b>	<b>0</b>
<b>Total:</b>		<b>5,410,572</b>	<b>3,444,800</b>	<b>3,469,300</b>	<b>3,379,800</b>	<b>3,428,000</b>
<b>Fund/Division:</b>	<b>5207201</b>					
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						(1.89) %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 7204</b>		<b>WATER-MAIN &amp; REPLACEMENT</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	605,067	610,800	602,100	612,400	618,700
4014	VACATION SELL BACK	8,930	9,000	5,000	7,000	7,000
4019	STAND BY PAY	10,762	10,000	12,000	10,000	10,000
4021	LONGEVITY PAY	12,321	12,200	12,300	12,700	13,900
4032	PART-TIME NON-PERS	9,164	13,300	0	13,300	13,300
4130	OVERTIME	21,674	25,000	25,000	25,000	25,000
4241	P.E.R.S	227,910	246,000	240,900	152,800	151,900
4242	NON-PERSABLE COMPENSATION	181	200	200	200	200
4244	MEDICAL/DENTAL INSURANCE	127,878	129,900	121,400	129,900	129,900
4245	LONG TERM DISABILITY	787	900	600	900	900
4247	LIFE INSURANCE	631	700	600	700	700
4250	FICA/HOSPITAL INSURANCE	10,039	9,800	9,700	9,900	10,000
4299	VACANCY RATE	0	-30,300	0	-29,200	-29,400
<b>Total: SALARIES &amp; WAGES</b>		<b>1,035,343</b>	<b>1,037,500</b>	<b>1,029,800</b>	<b>945,600</b>	<b>952,100</b>
<b>SUPPLIES</b>						
5260	FIELDS	5,197	5,000	5,000	5,000	5,000
5280	UNIFORM	11,099	9,000	9,000	9,000	9,000
5410	TOOLS	4,558	5,000	5,000	5,000	5,000
<b>Total: SUPPLIES</b>		<b>20,854</b>	<b>19,000</b>	<b>19,000</b>	<b>19,000</b>	<b>19,000</b>
<b>OPERATING EXPENSES</b>						
6750	VEHICLE MAINTENANCE	132,290	55,200	73,000	73,000	73,000
6751	VEHICLE FUEL USAGE	0	22,900	29,400	34,000	34,000
6752	VEHICLE 3RD PARTY SVC	0	28,300	6,700	6,700	6,700
6760	BUILDING REPAIR & MAINT	0	500	500	500	500
6771	WAREHOUSE & SHOP	5,522	4,500	4,500	4,500	4,500
6995	GENERAL FUND CHARGES	241,000	244,500	244,500	249,400	254,400
<b>Total: OPERATING EXPENSES</b>		<b>378,812</b>	<b>355,900</b>	<b>358,600</b>	<b>368,100</b>	<b>373,100</b>
<b>SPECIAL PROGRAMS</b>						
7540	REPAIRS TO MAINS	38,488	38,000	38,000	38,000	38,000
7550	REPAIRS TO SERVICES	74,225	50,000	60,000	60,000	60,000
7560	REPAIRS TO HYDRANTS	14,702	17,000	17,000	17,000	17,000
<b>Total: SPECIAL PROGRAMS</b>		<b>127,415</b>	<b>105,000</b>	<b>115,000</b>	<b>115,000</b>	<b>115,000</b>
<b>Total:</b>		<b>1,562,425</b>	<b>1,517,400</b>	<b>1,522,400</b>	<b>1,447,700</b>	<b>1,459,200</b>
<b>Fund/Division: 5207204</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						(4.59) %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 7205</b>		<b>WATER-METER CUSTOMER SV</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	212,778	221,000	189,400	221,200	225,200
4014	VACATION SELL BACK	3,465	2,000	2,600	2,000	2,000
4019	STAND BY PAY	1,369	2,000	1,000	1,000	1,000
4021	LONGEVITY PAY	2,380	2,400	2,400	2,400	3,500
4130	OVERTIME	2,221	2,500	2,500	2,500	2,500
4241	P.E.R.S	78,551	86,600	74,800	52,600	53,300
4242	NON-PERSABLE COMPENSATION	175	200	200	200	200
4244	MEDICAL/DENTAL INSURANCE	46,638	47,100	37,400	47,100	47,100
4245	LONG TERM DISABILITY	281	300	200	300	300
4247	LIFE INSURANCE	276	300	200	300	300
4250	FICA/HOSPITAL INSURANCE	3,511	3,300	3,200	3,300	3,400
4299	VACANCY RATE	0	-10,800	0	-10,000	-10,200
<b>Total: SALARIES &amp; WAGES</b>		<b>351,646</b>	<b>356,900</b>	<b>313,900</b>	<b>322,900</b>	<b>328,600</b>
<b>SUPPLIES</b>						
5410	TOOLS	700	1,000	1,000	1,000	1,000
<b>Total: SUPPLIES</b>		<b>700</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
<b>OPERATING EXPENSES</b>						
6750	VEHICLE MAINTENANCE	23,311	9,900	14,500	14,500	14,500
6751	VEHICLE FUEL USAGE	0	6,300	8,200	8,500	8,500
6752	VEHICLE 3RD PARTY SVC	0	1,900	2,000	2,000	2,000
6771	WAREHOUSE & SHOP	550	500	500	500	500
6995	GENERAL FUND CHARGES	389,700	395,300	395,300	403,200	411,300
<b>Total: OPERATING EXPENSES</b>		<b>413,561</b>	<b>413,900</b>	<b>420,500</b>	<b>428,700</b>	<b>436,800</b>
<b>SPECIAL PROGRAMS</b>						
7510	REPAIRS TO METERS	40,017	30,500	30,500	30,500	30,500
7610	METER READING SUPPLIES	22,639	53,000	53,000	53,000	53,000
<b>Total: SPECIAL PROGRAMS</b>		<b>62,656</b>	<b>83,500</b>	<b>83,500</b>	<b>83,500</b>	<b>83,500</b>
<b>Total:</b>		<b>828,563</b>	<b>855,300</b>	<b>818,900</b>	<b>836,100</b>	<b>849,900</b>

**Fund/Division: 5207205**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(2.24) %

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 7206</b>		<b>WATER-PRODUCTION/QUALITY</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	247,402	302,900	285,200	318,700	327,800
4014	VACATION SELL BACK	4,376	7,000	5,000	5,000	5,000
4019	STAND BY PAY	16,625	13,000	23,000	18,800	18,800
4021	LONGEVITY PAY	4,629	6,000	6,000	6,200	7,300
4130	OVERTIME	8,237	10,000	11,000	10,000	10,000
4241	P.E.R.S	93,708	120,800	114,200	77,600	79,100
4242	NON-PERSABLE COMPENSATION	175	200	200	200	200
4244	MEDICAL/DENTAL INSURANCE	45,686	60,900	53,600	60,900	60,900
4245	LONG TERM DISABILITY	294	400	300	400	400
4247	LIFE INSURANCE	286	400	300	400	400
4250	FICA/HOSPITAL INSURANCE	4,332	4,900	4,900	5,200	5,400
4299	VACANCY RATE	0	-36,800	0	-15,100	-15,500
<b>Total: SALARIES &amp; WAGES</b>		<b>425,751</b>	<b>489,700</b>	<b>503,700</b>	<b>488,300</b>	<b>499,800</b>
<b>SUPPLIES</b>						
5260	FIELDS	348	200	200	200	200
5410	TOOLS	362	800	800	800	800
<b>Total: SUPPLIES</b>		<b>709</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
<b>OPERATING EXPENSES</b>						
6210	TELEPHONE	6,094	6,200	6,400	6,500	6,600
6614	WATER	2,104	2,400	2,200	2,400	2,400
6750	VEHICLE MAINTENANCE	48,161	21,200	32,000	31,400	31,400
6751	VEHICLE FUEL USAGE	0	11,600	14,900	15,500	15,500
6752	VEHICLE 3RD PARTY SVC	0	6,700	2,000	2,000	2,000
6760	BUILDING REPAIR & MAINT	54,527	65,000	65,000	65,000	65,000
6771	WAREHOUSE & SHOP	5,522	6,000	6,000	6,000	6,000
6903	PERMITS FEES	6,807	6,700	6,700	6,700	6,700
6987	DUES & ASSESSMENTS	6,365,641	6,800,000	6,800,000	7,800,000	7,800,000
6995	GENERAL FUND CHARGES	262,800	266,600	266,600	271,900	277,300
<b>Total: OPERATING EXPENSES</b>		<b>6,751,656</b>	<b>7,192,400</b>	<b>7,201,800</b>	<b>8,207,400</b>	<b>8,212,900</b>
<b>SPECIAL PROGRAMS</b>						
7410	POWER PURCHASED	1,435,966	1,500,000	1,500,000	1,500,000	1,600,000
7420	PUMPING SUPPLIES	56,468	65,000	65,000	139,000	139,000
7425	WATER TESTING	66,596	40,000	40,000	40,000	40,000
7440	UNSCHEDULED REPAIR WELLS	476,256	135,000	135,000	135,000	135,000
7450	REPAIRS TO PUMP FACILITIES	19,481	26,000	26,000	26,000	26,000
7530	REPAIRS TO RESERVOIRS	4,150	5,000	5,000	5,000	5,000
<b>Total: SPECIAL PROGRAMS</b>		<b>2,058,917</b>	<b>1,771,000</b>	<b>1,771,000</b>	<b>1,845,000</b>	<b>1,945,000</b>
<b>Total:</b>		<b>9,237,034</b>	<b>9,454,100</b>	<b>9,477,500</b>	<b>10,541,700</b>	<b>10,658,700</b>
<b>Fund/Division: 5207206</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						11.50 %

## **Sewer System Service Fund**

	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance *</b>	<b>3,736,700</b>	<b>4,156,800</b>	<b>3,467,400</b>
<b>Estimated Revenue:</b>			
Sewer System Charge	2,550,000	2,600,000	2,660,000
Industrial Waste Fee	40,000	40,000	40,000
Other Income	0	500	500
Interest Earnings	29,900	33,300	27,700
<b>Total Revenues</b>	<b>2,619,900</b>	<b>2,673,800</b>	<b>2,728,200</b>
<b>Estimated Funds Available</b>	<b>6,356,600</b>	<b>6,830,600</b>	<b>6,195,600</b>
<b>Proposed Expenditures:</b>			
Operating Costs	1,396,700	1,385,900	1,393,300
Capital Projects	732,600	1,962,300	938,500
Equipment Purchases	70,500	15,000	0
<b>Total Expenditures</b>	<b>2,199,800</b>	<b>3,363,200</b>	<b>2,331,800</b>
<b>Ending Fund Balance</b>	<b>4,156,800</b>	<b>3,467,400</b>	<b>3,863,800</b>

### 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
<b>TOTAL</b>	<b>7.25</b>

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 3306</b>		<b>SEWER MAINTENANCE</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	576,988	579,800	564,500	586,500	590,500
4013	VACATION PAY OFF	0	1,000	5,000	4,000	1,000
4014	VACATION SELL BACK	5,442	8,000	5,500	6,000	6,000
4015	ALLOWANCES	291	300	300	300	300
4019	STAND BY PAY	941	0	0	0	0
4021	LONGEVITY PAY	8,145	9,200	9,100	9,800	10,900
4032	PART-TIME NON-PERS	7,826	13,300	13,300	13,300	13,300
4130	OVERTIME	2,833	2,000	1,500	2,000	2,000
4241	P.E.R.S.	216,234	231,100	225,200	143,300	142,600
4242	NON-PERSABLE COMPENSATION	883	900	900	900	900
4244	MEDICAL/DENTAL INSURANCE	103,521	104,500	98,400	104,500	104,500
4245	LONG TERM DISABILITY	611	700	500	700	700
4247	LIFE INSURANCE	834	900	800	900	900
4248	RETIREE MEDICAL	7,336	7,700	8,000	0	0
4250	FICA/HOSPITAL INSURANCE	9,184	8,800	9,300	9,000	9,000
<b>Total: SALARIES &amp; WAGES</b>		<b>941,067</b>	<b>968,200</b>	<b>942,300</b>	<b>881,200</b>	<b>882,600</b>
SUPPLIES						
5110	OFFICE SUPPLIES	26	700	700	700	700
5125	PRINT SHOP	5,000	5,000	5,000	5,000	5,000
5260	FIELDS	6,944	6,000	6,000	6,000	6,000
5280	UNIFORM	1,529	2,000	2,000	2,000	2,000
5410	TOOLS	500	500	500	500	500
<b>Total: SUPPLIES</b>		<b>13,999</b>	<b>14,200</b>	<b>14,200</b>	<b>14,200</b>	<b>14,200</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	106,637	105,700	105,700	105,700	105,700
6505	GENERAL LIABILITY	18,600	19,500	19,500	19,900	20,300
6507	WORKERS' COMPENSATION	25,800	25,800	25,800	26,300	26,800
6614	WATER	230	200	200	200	200
6750	VEHICLE MAINTENANCE	68,193	32,000	42,000	40,000	40,000
6751	VEHICLE FUEL USAGE	0	23,300	18,600	19,700	19,700
6752	VEHICLE 3RD PARTY SVC	0	7,300	7,000	7,000	7,000
6902	DISPOSAL CHARGES	1,632	2,000	2,000	2,000	2,000
6903	PERMITS FEES	11,000	11,000	11,000	11,000	11,000
6970	TRAINING	1,748	2,400	2,400	2,400	2,400
6990	DEPRECIATION	234,868	0	0	0	0
6995	GENERAL FUND CHARGES	246,400	251,300	251,300	256,300	261,400
<b>Total: OPERATING EXPENSES</b>		<b>715,108</b>	<b>480,500</b>	<b>485,500</b>	<b>490,500</b>	<b>496,500</b>
SPECIAL PROGRAMS						
7990	PENSION LIB ACCRUAL	95,358	0	0	0	0
<b>Total: SPECIAL PROGRAMS</b>		<b>95,358</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total:</b>		<b>1,765,531</b>	<b>1,462,900</b>	<b>1,442,000</b>	<b>1,385,900</b>	<b>1,393,300</b>
<b>Fund/Division: 5213306</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						(5.26) %

## Arcadia Par 3 Golf Course

	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>(113,900)</b>	<b>375,400</b>	<b>772,300</b>
<b>Estimated Revenue:</b>			
Green Fees	670,900	542,800	542,800
Member Dues	0	0	0
Learning Center	76,000	54,700	54,700
Cart Sales	78,000	58,700	58,700
Range Sales	506,900	497,800	497,800
Merchandise Sales	20,100	13,500	13,500
Food & Beverage Sales	75,600	53,000	53,000
Other Income	28,300	14,800	14,800
Interest Earnings	0	3,000	6,200
<b>Total Revenues</b>	<b>1,455,800</b>	<b>1,238,300</b>	<b>1,241,500</b>
 Estimated Funds Available	 1,341,900	 1,613,700	 2,013,800
<b>Proposed Expenditures:</b>			
Operating Expenses	966,500	841,400	1,009,700
Capital Projects	0	0	0
<b>Total Expenditures</b>	<b>966,500</b>	<b>841,400</b>	<b>1,009,700</b>
 <b>Ending Fund Balance</b>	 <b>375,400</b>	 <b>772,300</b>	 <b>1,004,100</b>

### 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.

ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION:</b>	<b>ARCADIA PAR 3 GOLF COURSE</b>					
<b>SUPPLIES</b>						
5110	OFFICE SUPPLIES	31,963	26,700	61,200	56,700	68,700
5115	PROGRAM EXPENSES	82,442	97,600	157,400	123,500	149,900
5230	BUILDING AND GROUNDS	95,658	96,000	124,200	108,600	131,600
<b>Total: SUPPLIES</b>		<b>210,063</b>	<b>220,300</b>	<b>342,800</b>	<b>288,800</b>	<b>350,200</b>
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	62,604	64,000	48,000	48,000	48,000
6169	CONTRACT EMPLOYEES	447,691	408,200	512,500	447,500	542,300
6630	PAR 3 COURSE CLUBHOUSE	54,497	45,300	63,200	57,100	69,200
<b>Total: OPERATING EXPENSES</b>		<b>564,792</b>	<b>517,500</b>	<b>623,700</b>	<b>552,600</b>	<b>659,500</b>
<b>Total:</b>		<b>774,855</b>	<b>737,800</b>	<b>966,500</b>	<b>841,400</b>	<b>1,009,700</b>

**Fund/Division:**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

14.04 %

## Equipment Replacement Fund

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	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>6,447,800</b>	<b>7,452,700</b>	<b>6,301,500</b>
Estimated Revenue:			
Transfer from General Fund	1,600,000	1,800,000	1,800,000
Sale of property	35,000	25,000	25,000
Grants	24,700	0	0
Interest Earnings	51,600	59,600	50,400
Total Revenues	1,711,300	1,884,600	1,875,400
Estimated Funds Available	8,159,100	9,337,300	8,176,900
Proposed Expenditures:			
General Fund Charges	31,600	32,200	32,800
Lease Payments	58,100	58,100	0
Equipment Purchases	616,700	2,945,500	1,524,700
Total Expenditures	706,400	3,035,800	1,557,500
<b>Ending Fund Balance</b>	<b>7,452,700</b>	<b>6,301,500</b>	<b>6,619,400</b>

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	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED	
<b>DIVISION:</b>	<b>EQUIPMENT REPLACEMENT</b>						
OPERATING EXPENSES							
6995	GENERAL FUND CHARGES	23,800	31,600	31,600	32,200	32,800	
<b>Total: OPERATING EXPENSES</b>		<b>23,800</b>	<b>31,600</b>	<b>31,600</b>	<b>32,200</b>	<b>32,800</b>	
NOTE PRINCIPAL							
7804	NOTE PRINCIPAL	58,028	0	58,100	58,100	58,100	
<b>Total: NOTE PRINCIPAL</b>		<b>58,028</b>	<b>0</b>	<b>58,100</b>	<b>58,100</b>	<b>58,100</b>	
<b>TOTAL EMPLOYEE SERVICES:</b>		<b>81,828</b>	<b>31,600</b>	<b>89,700</b>	<b>90,300</b>	<b>90,900</b>	
<b>Total:</b>		<b>81,828</b>	<b>31,600</b>	<b>89,700</b>	<b>90,300</b>	<b>90,900</b>	
<b>Fund/Division:</b>		OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					
						185.76 %	

## Redevelopment Successor Agency

	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance *</b>	<b>0</b>	<b>0</b>	<b>0</b>
Estimated Revenue:			
Rent	800	0	0
Miscellaneous	311,000		
Interest	0	0	0
LA County Funding	2,373,500	192,800	188,900
<b>Total Revenues</b>	<b>2,685,300</b>	<b>192,800</b>	<b>188,900</b>
Estimated Funds Available	2,685,300	192,800	188,900
Proposed Expenditures:			
Operating Expenses	33,400	22,600	17,700
Principal	2,180,000	0	0
Interest	471,900	170,200	171,200
<b>Total Expenditures</b>	<b>2,685,300</b>	<b>192,800</b>	<b>188,900</b>
<b>Ending Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>

### 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*

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Economic Development Manager	0.10
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**TOTAL**

0.10
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ACCOUNT	TITLE	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION: 4901</b>		<b>SUCCESSOR REDEVELOPMENT</b>				
<b>SALARIES &amp; WAGES</b>						
4010	REGULAR EMPLOYEES	42,533	10,500	10,300	11,500	12,100
4014	VACATION SELL BACK	1,069	400	600	600	300
4015	ALLOWANCES	520	0	0	0	0
4021	LONGEVITY PAY	634	200	200	200	200
4241	P.E.R.S	16,586	4,300	4,300	3,000	3,100
4242	NON-PERSABLE COMPENSATION	180	100	100	100	100
4244	MEDICAL/DENTAL INSURANCE	5,710	1,700	1,700	1,700	1,700
4245	LONG TERM DISABILITY	30	0	0	0	0
4247	LIFE INSURANCE	104	0	0	0	0
4250	FICA/HOSPITAL INSURANCE	668	200	200	200	200
<b>Total: SALARIES &amp; WAGES</b>		<b>68,034</b>	<b>17,400</b>	<b>17,400</b>	<b>17,300</b>	<b>17,700</b>
<b>SUPPLIES</b>						
<b>Total: SUPPLIES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>OPERATING EXPENSES</b>						
6140	LEGAL	4,176	0	0	5,000	0
6160	CONTRACT SERVICES	4,231	5,500	4,500	5,500	5,500
6505	GENERAL LIABILITY	4,200	1,100	1,100	1,100	1,100
6507	WORKERS' COMPENSATION	3,100	800	800	800	800
6611	ELECTRIC	175	200	0	0	0
6910	AUDIT	5,319	6,000	5,200	6,000	6,000
6995	GENERAL FUND CHARGES	30,400	23,700	23,700	4,200	4,300
<b>Total: OPERATING EXPENSES</b>		<b>51,600</b>	<b>37,300</b>	<b>35,300</b>	<b>22,600</b>	<b>17,700</b>
<b>SPECIAL PROGRAMS</b>						
7803	NOTE INTEREST	928,600	834,000	471,900	171,200	171,200
<b>Total: SPECIAL PROGRAMS</b>		<b>928,600</b>	<b>834,000</b>	<b>471,900</b>	<b>171,200</b>	<b>171,200</b>
<b>NOTE PRINCIPAL</b>						
7804	NOTE PRINCIPAL	1,720,000	1,815,000	2,180,000	0	0
<b>Total: NOTE PRINCIPAL</b>		<b>1,720,000</b>	<b>1,815,000</b>	<b>2,180,000</b>	<b>0</b>	<b>0</b>
<b>GENERAL PROPERTY</b>						
7915	GENERAL PROPERTY	1,894	0	0	0	0
<b>Total: GENERAL PROPERTY</b>		<b>1,894</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EMPLOYEE SERVICES:</b>		<b>2,770,128</b>	<b>2,703,700</b>	<b>2,704,600</b>	<b>211,100</b>	<b>206,600</b>
<b>Total:</b>		<b>2,770,128</b>	<b>2,703,700</b>	<b>2,704,600</b>	<b>211,100</b>	<b>206,600</b>

**Fund/Division: 7254901**

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(92.19) %

## **General Obligation Bond 2012**

	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>369,400</b>	<b>374,550</b>	<b>374,550</b>
Estimated Revenue:			
Current Assessments	419,950	419,500	418,300
Interests	3,000	3,000	3,000
<b>Total Revenues</b>	<b>422,950</b>	<b>422,500</b>	<b>421,300</b>
Estimated Funds Available	792,350	797,050	795,850
Proposed Expenditures:			
Operating Expenses	0	2,300	2,300
Principal	305,000	320,000	330,000
Interest	112,800	100,200	89,000
<b>Total Expenditures</b>	<b>417,800</b>	<b>422,500</b>	<b>421,300</b>
<b>Ending Fund Balance</b>	<b>374,550</b>	<b>374,550</b>	<b>374,550</b>

### 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	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION:</b>		<b>DEBT SVC GO BONDS 2012</b>				
<b>OPERATING EXPENSES</b>						
6160	CONTRACT SERVICES	974	1,300	1,300	1,300	1,300
6995	GENERAL FUND CHARGES	1,000	1,000	1,000	1,000	1,000
<b>Total: OPERATING EXPENSES</b>		<b>1,974</b>	<b>2,300</b>	<b>2,300</b>	<b>2,300</b>	<b>2,300</b>
<b>SPECIAL PROGRAMS</b>						
7803	NOTE INTEREST	124,625	112,800	112,800	100,000	89,000
<b>Total: SPECIAL PROGRAMS</b>		<b>124,625</b>	<b>112,800</b>	<b>112,800</b>	<b>100,000</b>	<b>89,000</b>
<b>NOTE PRINCIPAL</b>						
7804	NOTE PRINCIPAL	290,000	305,000	305,000	320,000	330,000
<b>Total: NOTE PRINCIPAL</b>		<b>290,000</b>	<b>305,000</b>	<b>305,000</b>	<b>320,000</b>	<b>330,000</b>
<b>TOTAL EMPLOYEE SERVICES:</b>		<b>416,599</b>	<b>420,100</b>	<b>420,100</b>	<b>422,300</b>	<b>421,300</b>
<b>Total:</b>		<b>416,599</b>	<b>420,100</b>	<b>420,100</b>	<b>422,300</b>	<b>421,300</b>
<b>Fund/Division:</b> OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						0.52 %

## **General Obligation Bond 2011**

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	20-21 Estimate	21-22 Budget	22-23 Budget
<b>Beginning Fund Balance</b>	<b>491,600</b>	<b>489,900</b>	<b>489,900</b>
Estimated Revenue:			
Current Assessments	594,900	592,700	592,700
Interest Income	0	0	0
Total Revenues	594,900	592,700	592,700
Estimated Funds Available	1,086,500	1,082,600	1,082,600
Proposed Expenditures:			
Operating Expenses	2,600	2,700	2,700
Principal	370,000	385,000	405,000
Interest	224,000	205,000	185,000
Total Expenditures	596,600	592,700	592,700
<b>Ending Fund Balance</b>	<b>489,900</b>	<b>489,900</b>	<b>489,900</b>

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	2019-20 ACTUAL	2020-21 ADJUSTED BUDGET	2020-21 PROJECTED	2021-22 PROPOSED	2022-23 PROPOSED
<b>DIVISION:</b>	<b>GEN OBLIGATION BOND 2011</b>					
OPERATING EXPENSES						
6160 CONTRACT SERVICES	1,257	1,300	1,300	1,300	1,400	
6995 GENERAL FUND CHARGES	1,300	1,300	1,300	1,300	1,300	1,300
<b>Total: OPERATING EXPENSES</b>	<b>2,557</b>	<b>2,600</b>	<b>2,600</b>	<b>2,600</b>	<b>2,700</b>	
SPECIAL PROGRAMS						
7803 NOTE INTEREST	241,620	224,000	224,000	205,000	185,000	
<b>Total: SPECIAL PROGRAMS</b>	<b>241,620</b>	<b>224,000</b>	<b>224,000</b>	<b>205,000</b>	<b>185,000</b>	
NOTE PRINCIPAL						
7804 NOTE PRINCIPAL	350,000	370,000	370,000	385,000	405,000	
<b>Total: NOTE PRINCIPAL</b>	<b>350,000</b>	<b>370,000</b>	<b>370,000</b>	<b>385,000</b>	<b>405,000</b>	
<b>TOTAL EMPLOYEE SERVICES:</b>	<b>594,177</b>	<b>596,600</b>	<b>596,600</b>	<b>592,600</b>	<b>592,700</b>	
<b>Total:</b>	<b>594,177</b>	<b>596,600</b>	<b>596,600</b>	<b>592,600</b>	<b>592,700</b>	
<b>Fund/Division:</b>	OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					
						(0.67) %



CITY OF  
**ARCADIA**