



**CITY OF ARCADIA  
OPERATING BUDGET  
FISCAL YEARS 2023-2025**

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# **CITY OF ARCADIA**

## **ELECTED POSITIONS AND ADMINISTRATION PERSONNEL**

**JULY 1, 2023**

### **ELECTED POSITIONS CITY COUNCIL MEMBERS**

		<b>TERM EXPIRES</b>
PAUL CHENG	MAYOR	2024
APRIL VERLATO	MAYOR PRO-TEMPORE	2024
DR. MICHAEL CAO		2026
SHARON KWAN		2026
EILEEN WANG		2026

### **CITY CLERK**

GENE GLASCO	2024
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### **ADMINISTRATIVE PERSONNEL CITY OFFICIALS**

DOMINIC LAZZARETTO	CITY MANAGER
MICHAEL MAURER	CITY ATTORNEY
DARLENE BRADLEY	LIBRARY AND MUSEUM SERVICES DIRECTOR
PAUL CRANMER	PUBLIC WORKS 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
CHEN SUEN	FIRE CHIEF

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## **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.

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**CITY OF ARCADIA  
FISCAL YEARS 2023-2025 OPERATING BUDGET**

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# MEMORANDUM

Office of the City Manager

**DATE:** July 1, 2023

**TO:** Honorable Mayor, City Council, and the Arcadia Community

**FROM:** Dominic Lazzaretto, City Manager

**SUBJECT:** Fiscal Year 2023-24 Budget

Arcadia's Adopted Budget for Fiscal Year 2023-24 represents the culmination of prudent financial management and revenue growth among the backdrop of an uncertain U.S. economy. Over the past year, the City has benefited from higher consumer spending and revenue growth while moderating its expenses, placing Arcadia in a position to prioritize capital projects, maintain existing resources, rebuild savings accounts for future expenditures and emergencies, and make critical investments into technology and personnel.

## **SUMMARY**

The FY 2023-24 Operating Budget acknowledges the potential for a slowing economic environment, influenced by factors such as inflation, supply chain issues, and concerns about higher Federal Reserve overnight rates. While certain revenue streams could be susceptible to a recession, recent economic data suggests that others, like property tax and vehicle license fees, may experience modest growth. Encouraging indicators such as a low unemployment rate, rising wages, and consistent consumer spending habits provide optimism that an economic slowdown may be postponed; however, it is important to acknowledge challenges in the broader economic landscape, including the increased reliance on credit card usage for consumer spending and a decline in savings, which can contribute to a slower economy.

This year's budget process included two Budget Study Sessions with the City Council on May 8 and 16, 2023. 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 Revenue, and Enterprise funds as well as the Successor Agency. Additionally, the City Council received the Capital Improvement and Equipment Replacement Fund budgets in a separate document. All funds total \$177.4 million in expenditures, of which the General Fund's budget is \$87.8 million.

The proposed FY 2023-24 General Fund Operating Budget outlines Total Operating Revenues of \$90.9 million and Expenditures of \$87.8 million, resulting in a projected surplus of \$3.1 million. After accounting for Fund Transfers In and Out, the projected ending Fund Balance of the Operating General Fund is \$27,775,300. However, this balance includes a

surplus of \$9.9 million from FY 2022-23, which will be transferred to the Equipment Replacement Fund for upcoming major equipment purchases. With City Council approval of the transfer, the projected Ending Fund Balance of the Operating General Fund for FY 2023-24 would be \$17.9 million.

In accordance with the City's financial policies, which recommend maintaining a 20% balance in the Emergency Reserve Fund relative to annual operating expenditures, transfers of \$1.5 million and \$1.6 million are proposed to be made to the Emergency Reserve Fund at the conclusion of FY 2022-23 and FY 2023-24, respectively. As a result, the General Fund Operating Fund Balance is projected to reach \$14.9 million by the end of FY 2023-24, providing a robust reserve to sustain operations throughout the Fiscal Year.

With these factors in mind, the FY 2023-24 Budget takes a cautious approach, carefully considering these variables while maintaining optimism for a return to pre-pandemic norms. The City aims to navigate the economic landscape responsibly, ensuring the provision of high-quality services to residents while considering all possible economic outcomes.

### GENERAL FUND BUDGET

	FY 22-23 Estimates	FY 23-24 Budget	FY 24-25 Budget
<b>Beginning Fund Balance</b>	<b>\$14,801,500</b>	<b>\$13,377,760</b>	<b>\$14,888,300</b>
Estimated Revenues	\$83,823,200	\$84,831,700	\$86,559,600
Transfers In	5,881,400	6,091,200	9,422,600
Expenses & Uses	-75,038,200	-81,017,500	-85,801,200
<b>Revenue over Expenses</b>	<b>\$14,666,400</b>	<b>\$9,905,400</b>	<b>\$10,181,000</b>
Transfer to Equipment Replacement Fund	-2,400,000	-3,400,000	-3,400,000
Transfer to Capital Improvement Fund	-2,400,000	-3,400,000	-3,400,000
	<b>(\$4,800,000)</b>	<b>(\$6,800,000)</b>	<b>(\$6,800,000)</b>
<b>Net Operating Surplus / (Deficit)</b>	<b>\$9,866,400</b>	<b>\$3,105,400</b>	<b>\$3,381,000</b>
<b>Ending Fund Balance</b>	<b>\$24,667,900</b>	<b>\$16,483,160</b>	<b>\$18,269,300</b>

#### Council Approved and Policy Transfers:

Transfer to Equipment Replacement Fund (FY 22-23 Surplus)	<b>(9,822,500)</b>	-	-
Transfer to Emergency Reserve Fund (20% Level)	<b>(1,467,640)</b>	<b>(1,594,860)</b>	<b>(957,740)</b>
<b>Final Ending Fund Balance</b>	<b>\$13,377,760</b>	<b>\$14,888,300</b>	<b>\$17,311,560</b>

## **General Fund Operating Budget**

The General Fund Operating budget is summarized in the table below (before proposed transfers of the FY 2022-23 Operating surplus to the Equipment Replacement Fund and the Emergency Reserve Fund, noted in the above section):

### **GENERAL FUND SUMMARY**

	<b>FY23-24 Budget</b>
Beginning Fund Balance	\$ 24,667,900
Estimated Revenues	84,831,700
Transfers In	6,091,200
Expenses & Uses	(79,022,400)
New Programs	(1,008,900)
Revenue over Expenses	\$ 10,891,600
Transfer to Equipment Replacement	(3,400,000)
Transfer to Capital Improvement Fund	(3,400,000)
Transfer to Local Law Enforcement Prgm	(135,200)
Transfer to Lighting Assessment District	(851,000)
Total Transfer Out	(7,786,200)
Subtotal Operating Balance	3,105,400
<b>Ending Fund Balance</b>	<b>\$ 27,773,300</b>

Each year, an allocation of \$4.8 million is designated for transfer into the Capital Improvement and Equipment Replacement Funds, with each fund receiving \$2.4 million. This amount was approximately the 10-year average spend in each account; however, in response to the recent surge in prices caused by inflation and the projected ongoing increases in materials and production costs as well as increased replacement needs for aging infrastructure and equipment, the annual transfer amounts have been revised to \$3.4 million for each fund.

The Capital Improvement Fund plays a vital role in funding crucial maintenance projects, including pavement rehabilitation, building repairs, and parks maintenance. In the upcoming Fiscal Year, several key projects are budgeted within the Capital Improvement Fund, such as reroofing city facilities, pavement rehabilitation, water meter upgrades, and the Bonita Park Concession Building. The proposed projects budgeted in the Capital Improvement Fund total \$6.2 million. The combined capital projects across all funds have been budgeted at \$15.8 million.

The Equipment Replacement Fund helps replace equipment that has reached the end of its useful life like computers, vehicles, and major office equipment. The proposed total cost of asset replacement through the Equipment Replace Fund is \$4.1 million. Notably, significant purchases for FY 2023-24 are planned, including \$1.5 million for Street Division vehicle replacements, \$461,000 for Police vehicle replacements, and \$732,000 for the Fire Department's rescue ambulance.

New programs proposed for the City's overall Operating Budget demonstrate Arcadia's commitment to being responsive to community needs. All new programs proposed for the City's General Fund Operating Budget this year total \$1,008,900 and represent vital investments in all areas of the community.

In alignment with the City's pension strategy, the proposed FY 2023-24 Budget allocates funds for addressing long-term liabilities, specifically the Unfunded Accrual Liabilities ("UAL") of CalPERS. To this end, \$2.0 million has been designated for an advance discretionary prepayment to the California Public Employees Retirement System ("CalPERS"). The City is also utilizing a Section 115 Pension Trust account, which serves as a financial tool for investing and saving to address future pension-related costs.

## **DISCUSSION**

The FY 2023-24 Budget takes a cautious approach while maintaining a slightly optimistic outlook, and a return to pre-pandemic conditions. Revenue streams such as sales tax, transient occupancy tax, and business license fees are expected to grow at a slower pace, while property tax and vehicle license fees continue to show normal annual growth rates. One crucial factor in the revenue trajectory is Measure A, a 0.75% Transaction and Use Tax (Sales Tax) approved by Arcadia voters in June 2019. This revenue stream has played a critical role in supporting the City's budget by contributing approximately \$11 million to General Fund revenues in FY 2022-23 alone. Without this voter-approved measure, the City would have faced the challenge of implementing service cuts or exploring alternative methods to achieve an annual balanced budget.

Summarized in the table below is the General Fund Operating Budget for: FY 2022-23 Year-End Estimates, FY 2023-24 Proposed Budget for Adoption, and a FY 2024-25 Preliminary Budget Outlook. The table below shows that the City's General Fund Operating Ending Fund Balance is projected to reach \$27.8 million by the end of FY 2023-24. This increase is due to a projected surplus of \$3.1 million. This projected balance already includes the expected surplus of \$9.9 million by the end of FY 2022-23, which will be transferred to the Equipment Replacement Fund. This transfer aims to allocate funds for significant equipment purchases over the next two years, resulting in a revised General Fund Operating Fund Balance of \$18.0 million prior to making year-end transfers to the Emergency Reserve Fund in FY 2022-23 and FY 2023-24.

### **GENERAL FUND**

	<b>FY 22-23 Estimates</b>	<b>FY 23-24 Budget</b>	<b>FY 24-25 Budget</b>
Beginning Fund Balance	\$ 14,801,500	\$ 24,667,900	\$ 27,773,300
Estimated Revenues	\$ 83,823,200	\$ 84,831,700	\$ 86,559,600
Transfers In	5,881,400	6,091,200	9,422,600
Expenses & Uses	(75,038,200)	(81,017,500)	(85,801,200)
Revenue over Expenses	\$ 14,666,400	\$ 9,905,400	\$ 10,181,000
Transfer to Equipment Replacement Fund	(2,400,000)	(3,400,000)	(3,400,000)
Transfer to Capital Improvement Fund	(2,400,000)	(3,400,000)	(3,400,000)
Subtotal Operating Balance	9,866,400	3,105,400	3,381,000
<b>Ending Fund Balance</b>	<b>\$ 24,667,900</b>	<b>\$ 27,773,300</b>	<b>\$ 31,154,300</b>

## **FY 2023-24 Expected Revenues**

For FY 2023-24, total General Fund revenues are expected to increase 1.20% when compared to FY 2022-23 Year-End Estimates. The largest revenue source to the City's General Fund is from Taxes and Fees. The key revenues under these two groups are: Sales & Use Tax, Property Tax, Utility Users' Tax, Transient Occupancy Tax, and Motor Vehicle License Fees. Their projected receipts are shown in the tables below.

### **GENERAL FUND REVENUES**

	FY 22-23	FY 23-24	Changes	
	Estimates	Budget	\$	%
Taxes	\$ 58,782,100	\$ 59,314,700	\$ 532,600	0.91%
License & Permits	5,680,500	5,754,900	74,400	1.31%
Fines & Penalties	545,200	502,200	(43,000)	-7.89%
Use Money & Property	1,523,300	1,939,100	415,800	27.30%
Revenue from Other Agencies	8,734,500	8,953,500	219,000	2.51%
Charge Current Services	4,858,600	4,336,500	(522,100)	-10.75%
Library	76,000	82,500	6,500	8.55%
Recreation	1,367,500	1,558,300	190,800	13.95%
Other Revenue	2,255,500	2,390,000	134,500	5.96%
<b>Total Revenue</b>	<b>\$ 83,823,200</b>	<b>\$ 84,831,700</b>	<b>\$ 1,008,500</b>	<b>1.20%</b>

### **GENERAL FUND TAX REVENUE SUMMARY**

Description	FY 2022-23 YE Estimates	FY 2023-24 Proposed Budget	Difference	% Change
Sales and Use Tax	\$ 24,181,100	\$ 24,422,900	\$ 241,800	1.00%
Property Tax	19,045,200	19,524,300	479,100	2.52%
Utility Users' Tax	8,683,900	8,423,000	(260,900)	-3.00%
Transient Occupancy Tax	4,395,800	4,461,700	65,900	1.50%
Motor Vehicle License Fees	8,640,000	8,856,000	216,000	2.50%

**Sales and Transaction Use Tax:** For Sales and Transaction Use Tax, the total projection for the upcoming Fiscal Year is \$24.4 million, reflecting a 1.0% increase compared to the previous year's revenues. While sales tax could be highly affected by a recession, recent data indicates that these revenue streams may still experience growth, albeit at a slower pace. This projection takes a conservative approach, considering the potential for a slower economy in the latter half of FY 2023-24.

**Property Tax:** Arcadia's status as a desirable community coupled with its highly regarded public school district contributes to the City's expectation of ongoing growth in home valuation. Forecasts indicate that home sales in California will likely reflect higher price points due to

supply scarcity. Conservative revenue projections are planned for next FY 2023-24, with continued growth in Property Tax receipts, estimated at approximately 2.5%, or around \$479,100, for FY 2023-24. This is a much lower growth rate than the previous decade previous years, where low interest rates led to a very active market.

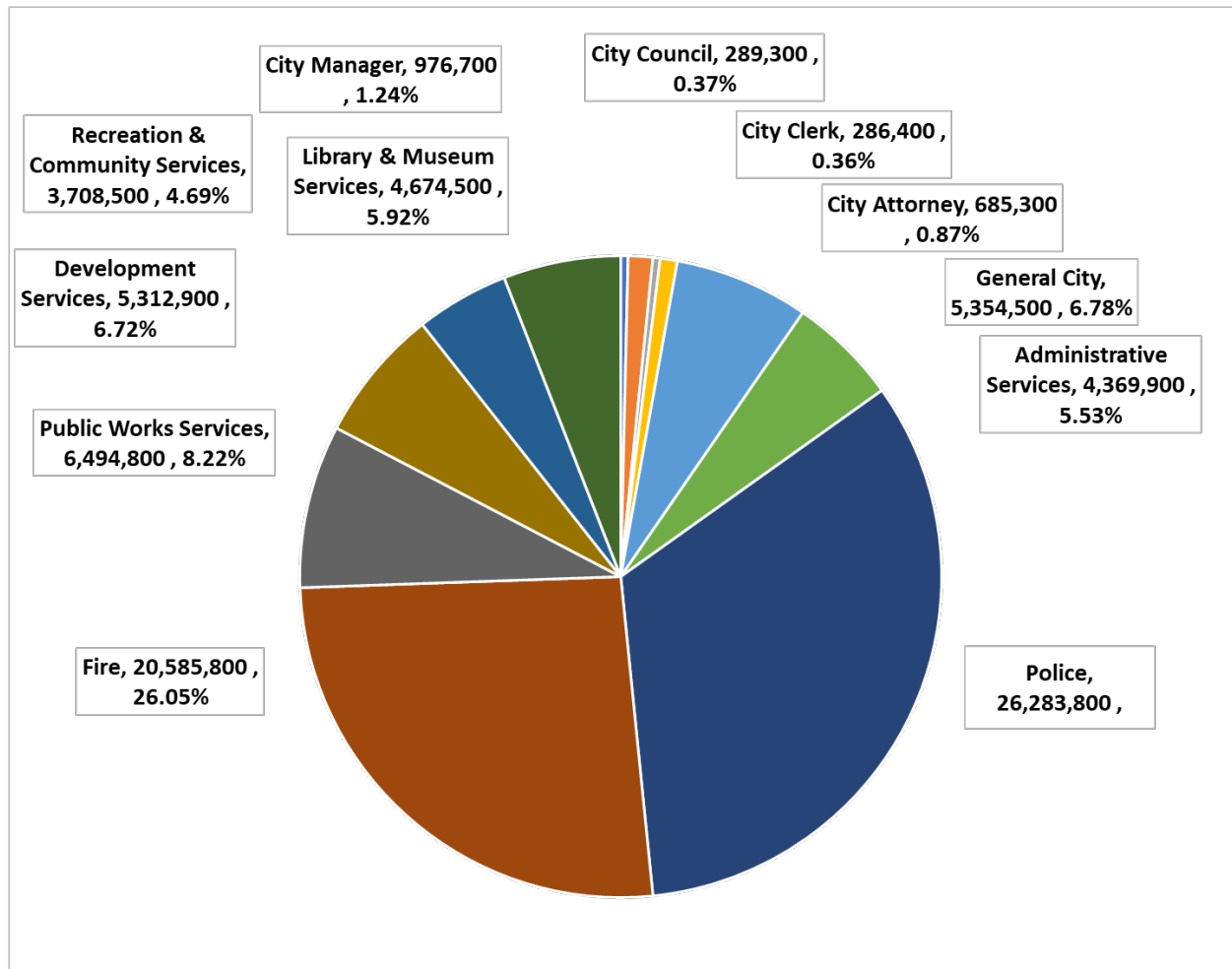
Utility Users' Tax: The projected revenue from the Utility Users' Tax (UUT) is \$8.4 million, representing a 3.0% decrease compared to the Year Ending Estimate for FY 2022-23. There was an unusually high demand in electricity and gas resulting from unprecedented cold and wet conditions this past winter, which is not expected to become the norm. Prices in these categories are generally rising, so the reduction in revenues will not perfectly track with the demand returning to normal levels.

Transient Occupancy Tax ("TOT"): The TOT revenue projection for FY 2023-24 represents a 1.5% increase compared to the previous year, resulting in expected revenue of \$4.5 million and a conservative growth estimate for this revenue category that has been very strong coming out of the pandemic.

Motor Vehicle License Fees ("VLF"): The Motor Vehicle License Fees ("VLF") tax is projected to increase by 2.5%, generating \$8.9 million in revenue next Fiscal Year. In recent years, the demand for automobiles has outpaced supply, resulting in significantly higher prices for both new and used vehicles, producing more VLF revenue, which is expected to continue into the next Fiscal Year.

## **FY 2023-24 Proposed Expenses**

### **GENERAL FUND EXPENDITURES BY DEPARTMENT**



The proposed FY 2023-24 Operating Budget sets total operating expenditures at \$79.0 million, representing a 3.1% increase compared to the previous year's Revised Budget of \$76.6 million. It is important to highlight that the FY 2023-24 Operating Budget remains largely unchanged, apart from contractual increases from multi-year service agreements and the salary and benefits impacts of the final year of a three-year labor agreement.

Furthermore, the budget allocates increased "prefunding" of long-term benefit accounts, including the City's Retiree Medical Benefit (Other Post Employee Benefit liabilities) and the Advance Discretionary Payment to CalPERS, with the aim of achieving a higher funding status. These two-line items amount to \$2.9 million, representing an increase of approximately \$1.2 million compared to the previous year.

### **Proposed New Programs**

New programs and expenditures are presented from various departments to respond to emerging operational needs as well as to respond to direction received from the City Council. New programs proposed for the FY 2023-24 Budget total \$1,003,900 and are described in the following section.

**Administrative Services Department: Accountant (\$113,100):** The Accountant position is being added to address workload with revenue interface and receivables reconciliation, increased controller billings from inspections and false alarms (billing volume has risen from 1,400 to approximately 3,400 per year), grant compliance, and audit requirements. Given the increased workload in Finance and the upcoming implementation of a new Enterprise Resource Planning (ERP) system, it is essential to introduce a new Accountant position to provide support throughout the ERP implementation phase.

**Administrative Services Department: Full-Time Administrative Assistant (Conversion Cost \$54,600):** The Human Resources Division currently has a part-time Administrative Assistant position with many of their tasks being distributed among the rest of the team for completion each day. The existing level of administrative support is insufficient when compared to the needs of the Department and its customers, requiring higher level staff members to work inefficiently and perform duties that can be handled by an Administrative Assistant. Expanding this position to correspond with the Department's workload allows the team to provide a higher level of support to all City departments and external customers.

**City Manager Office: Arcadia Community Survey (\$30,000):** The City will be conducting a community survey that gathers input from a representative sample of Arcadia residents. The budget covers the creation and administration of surveys through mailed invitations for both paper and digital formats, analysis and presentation of summary results, benchmark data, geographic breakdowns as well as the ability to include custom questions and track trends over time. This survey will provide vital data to understand satisfaction levels with City services and the overall quality of life in the community; survey materials will be translated into simplified Chinese to encourage participation from all residents. It is expected that this survey will provide a benchmark for future community surveys to track progress over time.

**Development Services: EnerGov Phase 2 – e-Reviews for Plan-Check and Business License Module (\$82,330):** This software will streamline the submission and review process for structural building plans by enabling online accessibility, file viewing, and permit issuance. This transition brings significant advantages to applicants as they can conveniently review

comments online and electronically resubmit plans without the need for printing or in-person submissions, saving and reducing turnaround times. For implementation, each department will need to upgrade their computer monitors and work environment to facilitate efficient viewing of the structural plans.

**Development Services: Downtown Lighting and Image Improvements (American Rescue Plan Act Funding \$150,000):** Federal ARPA grant funds will be used to implement the following substantial improvements in the Downtown commercial district:

1. Enhance Tree Lighting and Electrical Infrastructure - \$75,000. Replace the aging up-lights, tree-mounted power boxes, and electrical conduit for the 68 palm trees in Downtown Arcadia, which were originally installed as part of the Downtown 2000 Beautification Project in the 1990s and have reached the end of their lifecycle.
2. Installation of Over-the-Street Banners - \$25,000. Install a new permanent Over-the-Street Banner system on First Ave, spanning between Huntington Drive and Alta Street. This installation will serve as a dedicated space for the Downtown Arcadia Improvement Association ("DAIA") and other community organizations to showcase banners and promote events, eliminating the need for temporary setups.
3. Streetscape Infrastructure Refresh - \$50,000. Allocate funds for miscellaneous improvements to refresh, repair, or replace elements of the existing streetscape infrastructure from the Downtown 2000 Project. This may include improvements to planters, lighting fixtures, and signage, helping revitalize the streetscape and maintaining a welcoming environment for businesses, residents, and visitors alike.

**Fire Department: Basic Life Support ("BLS") Peak Hours Ambulance (General Fund \$179,740 / Equipment Replacement Fund \$731,600):** The "BLS Peak Hours Ambulance," aims to address the increased demand for medical services during peak hours in the City. Currently, the Fire Department's two Rescue Ambulances are often unavailable due to high call volumes and longer hospital bed wait times. To ensure timely response to additional medical incidents, the Fire Department will introduce a Basic Life Support (BLS) ambulance to provide coverage for incidents that currently require assistance from neighboring jurisdictions, reducing the need for automatic aid responses. This will enable the Fire Department to maximize cost recovery generated by medical transport and minimize response times for incidents requiring an ambulance from outside the city.

The program proposes staffing two BLS ambulance operators for 12-hour shifts, from the hours of 8:00 a.m. to 8:00 p.m., seven days a week. Included in the program cost is the purchase of one new Rescue Ambulance, which totals \$731,600 (\$634,800 for the vehicle and \$96,800 for upfitting costs) budgeted in the Equipment Replacement Fund. Some of these costs will be recovered through additional billings for the transportation of patients that were previously handled by other agencies supporting the City when necessary.

**Fire Department: Administrative/ Training Fire Captain Converted to Full-Time Position (\$248,270):** This program establishes a permanent Administrative/Training Fire Captain position. The Training Captain position was started as a temporary position last Fiscal Year to address unusually high turnover in the Department. It has proven to be crucial in providing essential training to both probationary members and in-service personnel. By transitioning to a permanent position, the incumbent will also take on additional administrative duties to assist the Fire Department's command staff with various projects. It is anticipated that this position will dedicate over 400 hours to training Department members and will help minimize the

impact of training on the community by reducing the amount of time crews spend out of service.

**Fire Department: Addition of one Fire Prevention Specialist to the Fire Prevention Bureau (General Fund \$99,900 / AQMD \$54,000):** The construction of multiple projects with increased density has led to a significant rise in the number of annual inspections by 137% since 2004. Furthermore, the complexity of new builds necessitates enhanced technical expertise within the annual inspection program. The introduction of a new Fire Prevention Specialist will play a vital role in ensuring that the City maintains an adequate level of fire and life safety. This request also includes the acquisition of one (1) new all-electric vehicle and the installation of a charging station, which will be fully funded using the allocated AQMD grant funding source in the amount of \$54,000.

**Library & Museum: Third Party Notification System for Items Outstanding (\$10,000):** By implementing an SMS alert and messaging system, electronic communication with patrons will be significantly improved. This technology reduces the reliance on emails that may get blocked by third-party carriers, ensuring that patrons receive essential notifications without any disruptions. Additionally, this system would help reach patrons who prefer to receive updates through text messages, providing them with convenient and reliable means of staying informed about their library account and materials.

**Police Department: License to Carry a Concealed Weapon ("CCW") Psychological Testing (\$25,500):** The Chief of Police has the authority to mandate that CCW applicants undergo psychological testing conducted by an authorized psychologist selected by the Department. If the City requires such testing, it must use the same firm that is used for its police officers. This testing is an integral part of the evaluation process to determine the applicant's eligibility for a CCW license. The Department has established a contract with a licensed police department psychologist to administer the psychological tests, with the CCW applicant only being charged a maximum of \$150 for the psychological test, per state law. Consequently, the City will be covering the remaining cost of the tests.

**Public Works Services: Project Manager Position (General Fund \$76,200 / Other Funds \$76,200):** With a dedicated Project Manager, the PWSD will primarily focus on complex construction management for the City's capital projects, with an emphasis on the construction phases of each project. This role will focus on overseeing all aspects of project development and construction and possess advanced knowledge in engineering and architectural design principles, practices, and procedures as well as expertise in estimating and project accounting.

**Parks and Recreation: Arcadia branded items to sell at the Gift Shop (\$7,500):** The Arcadia Gift Shop will feature a variety of items such as t-shirts, sweatshirts, hats, cups, bags, and more, all branded with Arcadia designs. The gift shop will utilize existing staff members and volunteers with start-up costs estimated at \$7,500 and annual revenue projected around \$9,000.

The table below summarizes the New Programs included in this adopted budget.

## NEW PROGRAMS

Proposed New Programs	FY 2023-24 Start Up Costs	Ongoing Annual Costs
<b>City Manager</b>		
Arcadia Community Survey	\$ 30,000	\$ -
<b>Administrative Services</b>		
Accountant	113,100	117,600
Full Time Administrative Assistant	54,900	57,100
<b>Police</b>		
Concealed Weapon Psychological Testing	25,000	25,000
<b>Fire</b>		
New Fire Prevention Specialist	153,900	103,900
New Vehicle for Fire Prevention Specialist	54,000	-
Expand Administrative/Training Captain Full Time Position	248,300	256,200
BLS Peak Hours Ambulance Operators	131,500	136,800
New BLS Peak Hours Ambulance	100,000	-
New Fire Utility Truck	731,600	-
<b>Public Works Services</b>		
Project Manager	152,400	158,500
<b>Development Services</b>		
EnerGov Phase 2 - e-Review for Plan Check and Business License	82,300	20,700
<b>Parks and Recreation</b>		
Arcadia Branded Merchandise	7,500	7,500
<b>Library and Museum</b>		
3rd Party Notification System for Outstanding Items	10,000	10,000
<b>Total New Programs</b>	<b>\$ 1,894,500</b>	<b>\$ 893,300</b>
Programs Funded by Equipment Replacement Fund	(885,600)	-
<b>Total New Programs (General Fund)</b>	<b>\$ 1,008,900</b>	<b>\$ 893,300</b>

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

In recent years, the City has successfully accumulated funds in the Capital Improvement and Equipment Replacement Funds to save for significant purchases that occur intermittently. The balance of each fund has grown through financial prudence and by transferring excess funds from the General Fund at the end of each fiscal year. Specifically, the goal is to transfer at least the 10-year average expenditure from each account from the General Fund. This proactive approach to funding is crucial in preventing failure of the City's infrastructure system and ensuring staff has the necessary tools and equipment to carry out their essential duties. To establish a sustainable fund balance for future purchases and projects, the FY 2023-24 Budget will transfer of \$6.8 million from the General Fund, with \$3.4 million allocated to the Capital Improvement Fund and \$3.4 million to the Equipment Replacement Fund.

The FY 2023-24 Capital Improvement Plan entails 41 projects, with a total expenditure of \$15.8 million. Of this amount, \$6.2 million will be funded from the Capital Improvement Fund.

The Capital Improvement Fund primarily supports crucial maintenance initiatives such as pavement rehabilitation, building repairs, and parks maintenance. The following table provides a summary of some major proposed projects scheduled for the year.

#### **FY 2023-24 MAJOR CAPITAL IMPROVEMENT PROJECTS**

<b>Project Description</b>	<b>Project Budget</b>	<b>Funding Source</b>
<b>Annual Slurry Seal Program</b>	\$1,320,000	Capital Improvement Fund
<b>Advanced Metering Infrastructure (AMI)/ Meter Replacement Program</b>	\$1,200,000	ARPA Fund
<b>Bonita Park Concession Building Improvement Project</b>	\$1,700,000	Park & Recreation Facilities Fund
<b>Pavement Rehabilitation Program</b>	\$2,255,000	Capital Improvement \$1.05Mil & RMRP (SB1) - \$1.2Mil
<b>City Facilities Exterior Painting</b>	\$300,000	Capital Improvement Fund
<b>Water Main Replacement Program</b>	\$520,000	ARPA Fund
<b>City Facilities Reroof</b>	\$1,500,000	Capital Improvement Fund
<b>Arterial and Pavement Rehabilitation</b>	\$900,000	Prop C

The Equipment Replacement Fund plays a critical role in funding essential equipment such as computers, vehicles, and major office equipment. To ensure the sustainability of the Equipment Fund, an increased annual transfer of \$3.4 million is now necessary to accommodate rising costs from inflation and demand for new equipment.

In the proposed budget, there is a higher number of vehicle replacements planned – specifically, heavy-duty vehicles used by the Public Works Services, Fire, and Police Departments. This year, an increased number of vehicles are budgeted for replacement due to manufacturing backlogs caused by the COVID-19 pandemic, resulting in projected waiting periods of up to 24 months. Consequently, most sedans, particularly Police Patrol vehicles, are being pre-ordered in anticipation of these delays.

The Equipment Replacement Fund encompasses a comprehensive list of 41 equipment purchases, totaling \$5.1 million. Eighty percent (80%) of the \$5.1 million (or \$4.1 million) will be funded by the Equipment Replacement Fund. The table below summarizes some significant equipment purchases for the upcoming period.

## FY 2023-24 MAJOR EQUIPMENT REPLACEMENT PURCHASES

Equipment Replacement Description	Replacement Budget	Funding Source
<b>Street Vehicle Replacements:</b>		
<ul style="list-style-type: none"> <li>▪ Heavy Duty Stake Bed Truck</li> <li>▪ ¾ Ton Pickup Truck (2)</li> <li>▪ CNG Street Sweeper</li> <li>▪ ¾ Ton Stake Bed Truck</li> <li>▪ ½ Ton Pickup Truck</li> <li>▪ Installation of Equipment and Accessories</li> </ul>	\$1,460,700	Equipment Replacement
<b>Water Vehicle Replacements:</b>		
<ul style="list-style-type: none"> <li>• Dump Truck</li> <li>▪ ¾ Ton Pickup Trucks (3)</li> <li>▪ Installation of Equipment and Accessories</li> </ul>	\$619,900	Water Fund
<b>Fire Department:</b>		
<ul style="list-style-type: none"> <li>• Rescue Ambulance</li> <li>• Installation of Equipment and Accessories</li> </ul>	\$731,600	Equipment Replacement
<ul style="list-style-type: none"> <li>• Communication &amp; Technology Equipment Replacement</li> </ul>	\$280,000	Equipment Replacement
<b>Police Department:</b>		
<ul style="list-style-type: none"> <li>• 3 New Patrol Vehicles</li> <li>• 1 New Sedan</li> <li>• 2 Used Sedans</li> <li>• Installation of communications equipment</li> </ul>	\$461,500	Equipment Replacement

### **ECONOMIC OUTLOOK**

The General Fund FY 2023-24 operating budget reflects a cautiously optimistic outlook following the recovery from the economic challenges brought about by the COVID-19 pandemic. Thanks to strong fiscal management and the successful implementation of a Transaction Use Tax in 2019, the City has been able to maintain the high level of services that the community has come to expect. These prudent financial practices have positioned the City favorably, leading to a projected surplus for FY 2023-24, despite the possibility of a moderate or stagnant economic environment that could impact revenue streams.

While concerns about inflation, supply chain disruptions, and a slowing economy persist, the potential impact on the economy remains uncertain. Economic indicators suggest the potential for a recession, but accurately predicting its timing is difficult. Nonetheless, the City is prepared to navigate these challenges, leveraging its financial stability and proactive measures to adapt and thrive in any economic scenario. By maintaining a positive and proactive approach, the City remains well-equipped to overcome uncertainties and continue delivering excellent service to the community.

Considering the aforementioned factors, a budget stress test was conducted to assess the potential financial trajectory of the City in the future. The stress test scenario assumed a recession would occur in the latter half of FY 2023-24, followed by a slow recovery that would require multiple years to normalize and a rising cost scenario. The results of the stress test reveal a positive outlook, indicating that even in the event of a prolonged recession, the projected annual deficits would range from 0.9% to 5.5%, equivalent to approximately \$640,000 to \$4.9 million. These deficit figures are within manageable limits and can be addressed through short-term cost-saving measures, or if necessary, modest budget reductions without having to utilize operating or emergency reserves. Overall, the stress test showed that the City is well positioned to face any economic challenges that may present themselves.

## **CONCLUSION**

The proposed FY 2023-24 General Fund Operating Budget demonstrates a balanced financial position, with a projected surplus of \$3.1 million. This surplus is a result of Total Operating Revenues and Transfers In amounting to \$90.9 million, net of Operating Expenditures and Transfers Out totaling \$87.8 million.

The City's commitment to conservative spending practices has allowed for the accumulation of savings, providing a cushion to navigate economic uncertainties in the short term. This prudent approach also enables the City to plan and execute long-term strategies effectively. Arcadia has consistently demonstrated its adaptability and ingenuity in maintaining critical services during challenging economic conditions, effectively delivering what residents and businesses value the most. The management staff and I plan to build on these strengths in the coming years.

Respectfully submitted,



Dominic Lazzaretto  
City Manager

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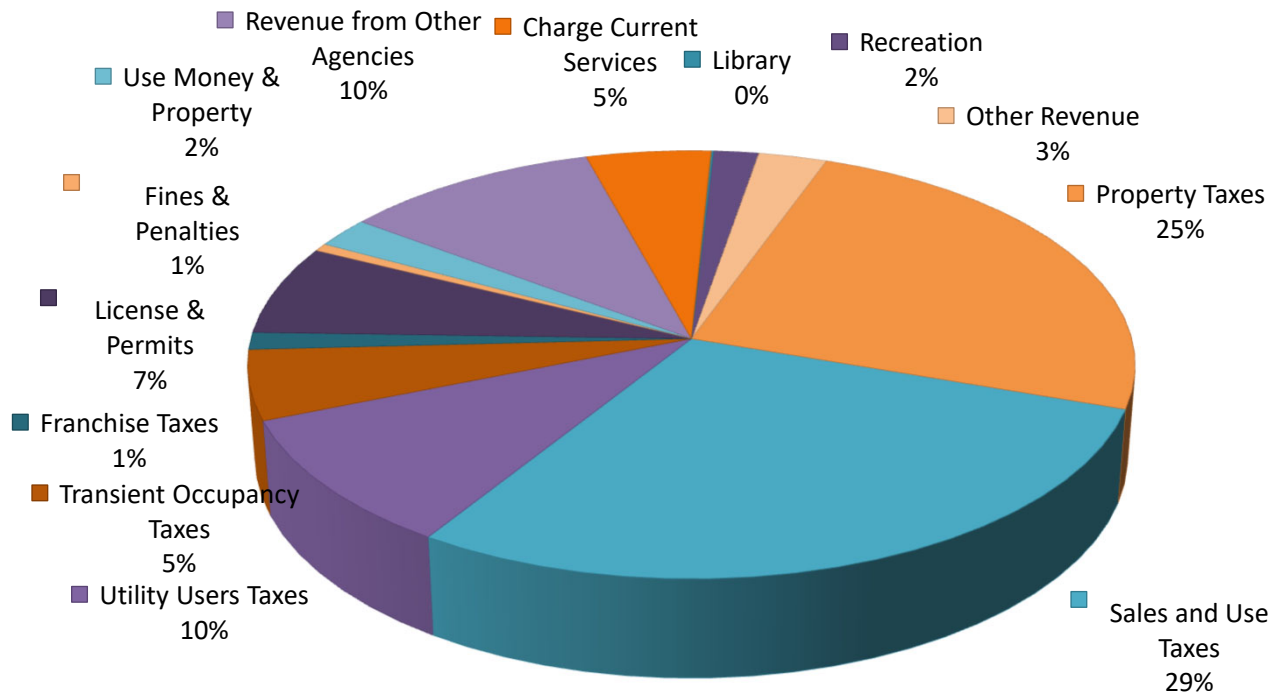
## GENERAL FUND

	FY22-23 Estimates	FY23-24 Budget	FY24-25 Budget
<b>Beginning Fund Balance</b>	<b>14,801,500</b>	<b>24,667,900</b>	<b>27,773,300</b>
Estimated Revenue	83,823,200	84,831,700	86,559,600
Proposed Expenditures	(74,110,500)	(79,022,400)	(83,894,200)
Revenue over Expenditure	9,712,700	5,809,300	2,665,400
Fund Transfers			
Transfers-In from other funds	5,881,400	6,091,200	9,422,600
Transfers-Out to other funds	(5,727,700)	(7,786,200)	(7,813,700)
Net Transfers	153,700	(1,695,000)	1,608,900
New Programs	-	1,008,900	893,300
<b>Subtotal Operating Balance</b>	<b>9,866,400</b>	<b>3,105,400</b>	<b>3,381,000</b>
<b>Ending Fund Balance</b>	<b>24,667,900</b>	<b>27,773,300</b>	<b>31,154,300</b>

**GENERAL FUND  
ESTIMATED REVENUES BY SOURCE**

Revenue Source	FY 21-22 Actual	FY 22-23 Budget	FY 22-23 Estimated	FY 23-24 Budget	FY 24-25 Budget
Taxes	58,228,339	51,191,700	58,782,100	59,314,700	60,922,000
License & Permits	5,109,461	5,488,000	5,680,500	5,754,900	5,554,100
Fines & Penalties	445,489	413,500	545,200	502,200	504,200
Use Money & Property	452,626	1,451,300	1,523,300	1,939,100	2,002,100
Revenue from Other Agencies	8,363,099	8,667,700	8,734,500	8,953,500	9,110,600
Charge Current Services	4,532,333	3,471,400	4,858,600	4,336,500	4,396,000
Library	101,331	84,700	76,000	82,500	82,500
Recreation	1,252,398	1,325,100	1,367,500	1,558,300	1,571,600
Other Revenue	2,563,469	2,335,000	2,255,500	2,390,000	2,416,500
<b>Total Revenues Subtotal</b>	<b>81,048,546</b>	<b>74,428,400</b>	<b>83,823,200</b>	<b>84,831,700</b>	<b>86,559,600</b>
Transfer-In	3,714,580	5,898,400	5,881,400	6,091,200	9,422,600
Transfer-Out	(7,285,103)	(5,727,200)	(5,727,700)	(7,786,200)	(7,813,700)
	(3,570,523)	171,200	153,700	(1,695,000)	1,608,900
<b>Total Revenues</b>	<b>77,478,023</b>	<b>74,599,600</b>	<b>83,976,900</b>	<b>83,136,700</b>	<b>88,168,500</b>

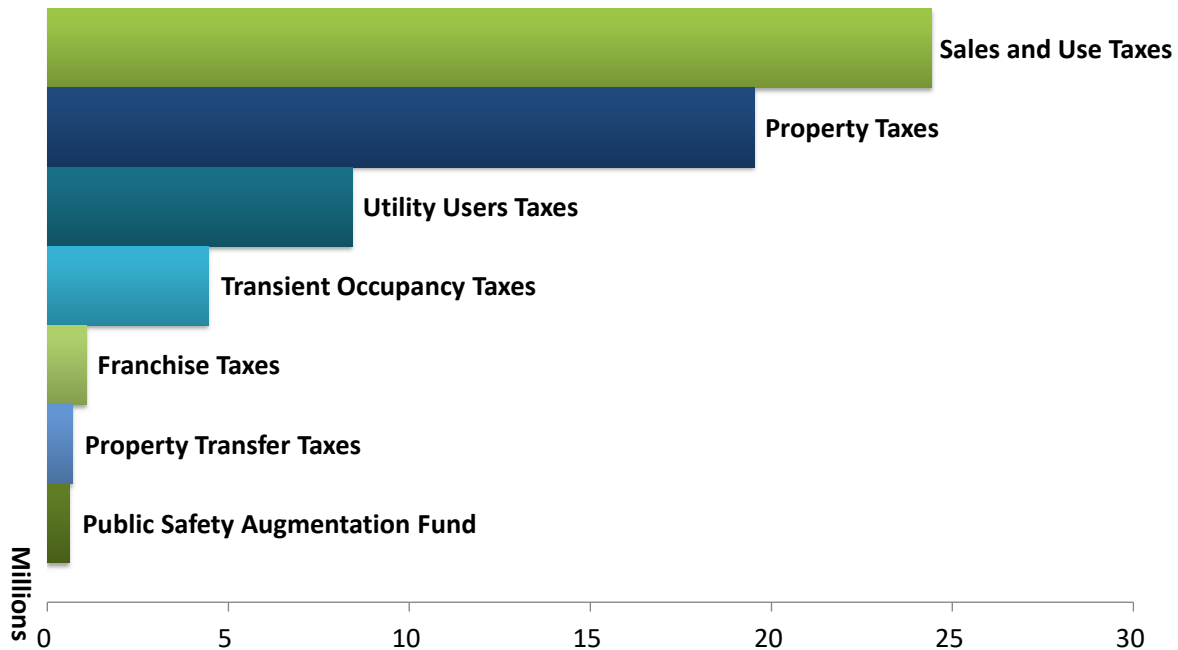
**GENERAL FUND REVENUE SOURCE BY CATEGORY  
FY23-24 BUDGET**



**GENERAL FUND  
ESTIMATED REVENUES BY OBJECT**

Revenue Source	FY 21-22 Actual	FY 22-23 Budget	FY 22-23 Estimated	FY 23-24 Budget	FY 24-25 Budget
<b>Taxes</b>					
Sales and Use Taxes	24,836,755	19,277,000	24,181,100	24,422,900	25,155,700
Property Taxes	18,216,920	18,694,800	19,045,200	19,524,300	20,061,300
Utility Users Taxes	8,429,763	7,433,600	8,683,900	8,423,000	8,591,000
Transient Occupancy Taxes	4,128,326	3,503,200	4,395,800	4,461,700	4,595,600
Franchise Taxes	1,049,291	1,007,300	1,070,300	1,091,700	1,102,600
Property Transfer Taxes	841,299	635,300	651,100	618,500	624,000
Public Safety Augmentation Fund	650,654	564,400	682,000	702,800	724,000
Homeowner Exemption	75,331	76,100	72,700	69,800	67,800
Total	58,228,339	51,191,700	58,782,100	59,314,700	60,922,000

**GENERAL FUND TAX REVENUES  
FY 23-24 BUDGET**



**GENERAL FUND  
ESTIMATED REVENUES BY OBJECT**

Revenue Source	FY 21-22 Actual	FY 22-23 Budget	FY 22-23 Estimated	FY 23-24 Budget	FY 24-25 Budget
<b>License &amp; Permits</b>					
Business License	1,195,992	1,180,000	1,287,000	1,364,200	1,432,400
Parking Permit	547,459	598,400	598,400	598,400	598,400
Plan Check Fees	1,000,677	1,050,000	1,150,000	955,000	800,000
Building Permit Fee	907,964	1,200,000	1,100,000	1,200,000	1,050,000
Mech. Elect, Permit	288,215	300,000	375,000	390,000	400,000
Home Occupation Permit	8,273	8,300	8,800	9,500	10,000
Demolition Permit Fee	8,942	7,000	10,000	9,500	10,000
Planning Application	303,430	348,000	340,000	361,000	385,000
Fire Plan Check	165,152	200,000	150,000	180,000	180,000
Fire Permit Fees	149,607	140,000	170,000	150,000	160,000
Engineer Permit Fee	188,131	130,000	140,000	150,000	135,000
Fire Code Special Inspections	56,979	60,000	60,000	70,000	70,000
Storm Water Plan Check Fees	12,261	16,000	16,000	15,000	12,000
SB1473 Building Permit	252	300	300	300	300
Off-Site Improvement Plan Check	6,555	10,000	10,000	12,000	11,000
Water Efficient Landscape	88,982	90,000	65,000	80,000	80,000
Technology Fee	143,915	130,000	180,000	190,000	200,000
Unoccupied Residence Fee	23,126	20,000	0	0	0
General Plan Update Fee	13,549	0	20,000	20,000	20,000
Total	5,109,461	5,488,000	5,680,500	5,754,900	5,554,100
<b>Fines &amp; Penalties</b>					
Miscellaneous Fines	10,788	25,000	10,000	13,700	13,700
Parking Citations	401,051	370,000	520,000	470,000	470,000
Code Enforcement	13,700	18,000	15,000	18,000	20,000
Fire Citations	19,950	500	200	500	500
Planning Fines	0	0	0	0	0
Total	445,489	413,500	545,200	502,200	504,200
<b>Use of Money &amp; Property</b>					
Investment Earnings	146,574	150,000	500,000	600,000	624,000
Prem/Disc Investments	16,422	0	(300,000)	0	0
Unrealized Gain/Loss	(757,220)	0	0	0	0
Rents & Royalties	1,017,633	1,261,300	1,261,300	1,299,100	1,338,100
Right of Way Facility Use	29,217	40,000	62,000	40,000	40,000
Total	452,626	1,451,300	1,523,300	1,939,100	2,002,100
<b>Revenue from Other Agencies</b>					
Motor Vehicle License	8,316,576	8,607,700	8,640,000	8,856,000	9,033,100
State Post	6,857	10,000	10,000	10,000	10,000
Federal Funds	22,820	0	0	0	0
SB 90 Reimbursements	13,155	10,000	4,500	7,500	7,500
Prop A Maint & Service	0	40,000	80,000	80,000	60,000
Total	8,363,099	8,667,700	8,734,500	8,953,500	9,110,600

**GENERAL FUND  
ESTIMATED REVENUES BY OBJECT**

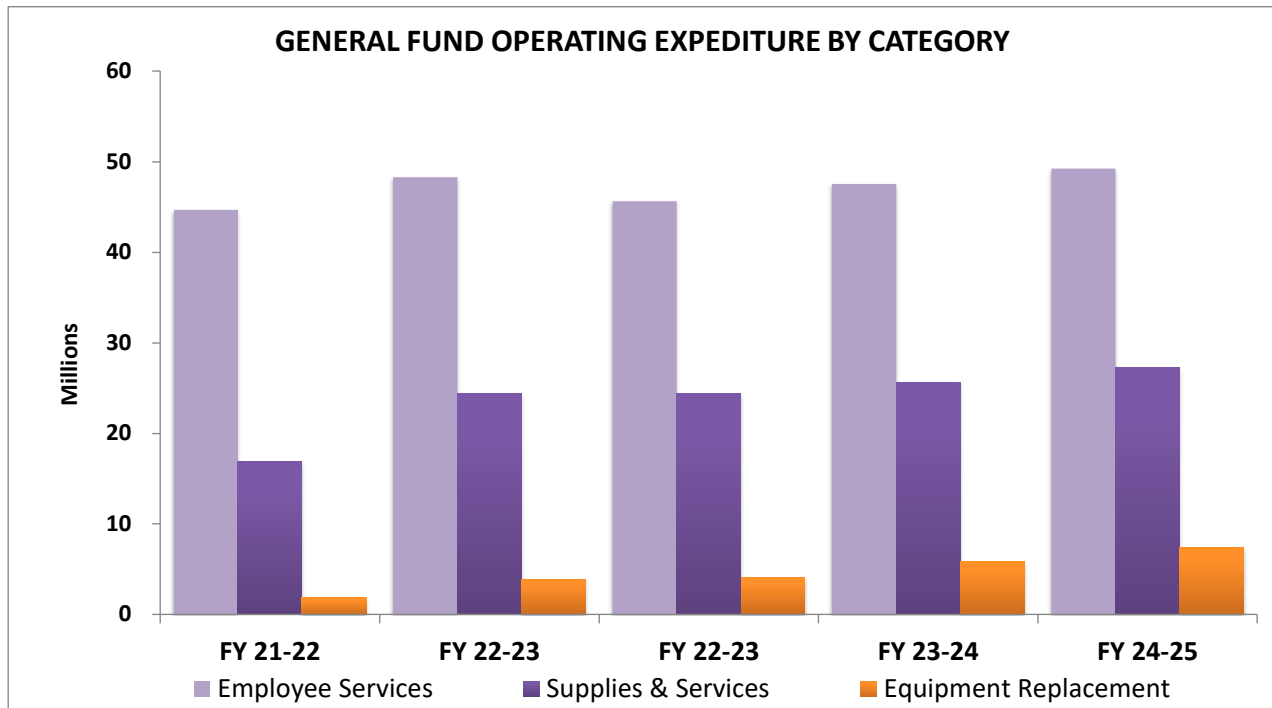
Revenue Source	FY 21-22 Actual	FY 22-23 Budget	FY 22-23 Estimated	FY 23-24 Budget	FY 24-25 Budget
<b>Charges for Current Services</b>					
Maps & Publications	27	0	100	100	100
Strike Team Reimbursement	792,130	530,000	366,200	375,000	375,000
Police Services	461,833	200,000	450,000	375,000	375,000
GEMT Ambulance	0	0	645,000	150,000	150,000
Engr Charges / Encroachment Permit	141,823	120,000	90,000	100,000	95,000
Street sidewalk Curb	3,030	3,500	3,500	3,500	3,500
Ambulance Charges	1,913,568	1,500,000	2,000,000	2,050,500	2,100,000
Subdivision Fees	374	400	900	900	900
Police Service DUI	(27,790)	16,000	25,000	25,000	25,000
Fire Emergency Service	0	0	0	0	0
Security Alarm/Annual Permits	120,850	145,000	130,000	130,000	130,000
Police Svs/False Alarms	66,478	50,000	55,000	60,000	60,000
Fire False Alarm	31,895	30,000	40,000	30,000	30,000
Public Works Service	1,040	2,000	1,000	1,000	1,000
Address Change Fee	31,000	20,000	55,000	50,000	55,000
Vehicle Impounds	42,200	45,000	49,000	45,000	45,000
Fire Services Filming	107,424	90,000	85,000	90,000	90,000
Police Services Filming	101,494	80,000	80,000	80,000	80,000
Public Works Inspections	343	10,000	500	500	500
Fire Inspection Fees	313,935	260,000	360,000	350,000	360,000
Attorney Fees	20,837	10,000	10,000	10,000	10,000
Paramedic Subscription	125,621	130,000	117,000	120,000	120,000
Police Evidence Auction	11,841	0	11,500	11,500	11,500
EV Connect Fees	2,378	1,000	2,000	2,500	2,500
Fire Donation/Reimbursement	8,250	5,000	10,400	8,000	8,000
Police Donation/Reimbursement	15,000	33,500	33,500	38,000	38,000
Fire Special Services	104,760	90,000	110,000	100,000	100,000
Engr Charges / Captl Imprvmt Prjct	141,991	100,000	128,000	130,000	130,000
Total	4,532,333	3,471,400	4,858,600	4,336,500	4,396,000
<b>Library</b>					
Art & Lecture Room	1,525	1,200	2,000	2,500	2,500
Lost Books	4,050	7,500	2,000	2,000	2,000
Fines	26,781	15,000	17,000	17,000	17,000
Energy Conservation Class	0	0	0	0	0
Passport Processing	63,981	56,000	50,000	56,000	56,000
Donations/Reimbursements	4,995	5,000	5,000	5,000	5,000
Total	101,331	84,700	76,000	82,500	82,500

**GENERAL FUND  
ESTIMATED REVENUES BY OBJECT**

Revenue Source	FY 21-22 Actual	FY 22-23 Budget	FY 22-23 Estimated	FY 23-24 Budget	FY 24-25 Budget
<b>Recreation</b>					
Community Center	1,252,398	36,100	60,100	68,600	69,700
Special Event Cleaning	0	0	0	0	0
Dana Gymnasium	0	235,100	261,100	253,500	253,800
Fees & Charges	0	530,800	602,900	630,200	631,500
Nature	0	50,500	29,500	29,700	29,800
Playgrounds / Field Use	0	61,000	61,000	64,200	65,000
Sr. Citizen	0	144,000	138,200	254,500	259,000
Senior Meal Income	0	7,000	7,000	14,400	15,000
Camping	0	78,300	77,900	93,200	96,300
Youth Master	0	154,800	102,800	118,700	119,900
Museum Education Center	0	27,500	27,000	31,300	31,600
Total	1,252,398	1,325,100	1,367,500	1,558,300	1,571,600
<b>Other Revenues</b>					
Miscellaneous Revenue	125,535	10,000	50,000	50,000	50,000
Court Appearance	25,485	5,000	4,000	4,000	4,000
Cost Allocation	2,093,000	2,151,500	2,151,500	2,216,000	2,282,500
Capital Fund reimbursement - Race Track	13,201	168,500	50,000	120,000	80,000
Sale of Property	306,248	0	0	0	0
Total	2,563,469	2,335,000	2,255,500	2,390,000	2,416,500
<b>Total Revenue</b>	<b>81,048,546</b>	<b>74,428,400</b>	<b>83,823,200</b>	<b>84,831,700</b>	<b>86,559,600</b>
<b>Transfers from Other Funds</b>					
Narcotics Seizure	16,742	0	0	0	0
Traffic Safety	138,941	152,000	140,000	150,000	150,000
Gas Tax	1,358,108	1,488,600	1,488,600	1,500,000	1,600,000
Solid Waste	300,000	300,000	300,000	300,000	300,000
Equipment Replacement	1,900,789	3,957,800	3,952,800	4,141,200	7,372,600
Total Transfers-In	3,714,580	5,898,400	5,881,400	6,091,200	9,422,600
<b>Transfers to Other Funds</b>					
Local Law Enforcement	(92,889)	(116,700)	(117,200)	(135,200)	(137,200)
Lighting Districts	(739,091)	(810,500)	(810,500)	(851,000)	(876,500)
Equipment Replacement Fund	(2,400,000)	(2,400,000)	(2,400,000)	(3,400,000)	(3,400,000)
Capital Improvement Fund	(2,400,000)	(2,400,000)	(2,400,000)	(3,400,000)	(3,400,000)
Set aside Reserve for the New City Hall	(1,653,123)	0	0	0	0
General Liability and Workers' Compensation	0	0	0	0	0
Total Transfers-Out	(7,285,103)	(5,727,200)	(5,727,700)	(7,786,200)	(7,813,700)
<b>Total Revenues and Transfers</b>	<b>77,478,023</b>	<b>74,599,600</b>	<b>83,976,900</b>	<b>83,136,700</b>	<b>88,168,500</b>

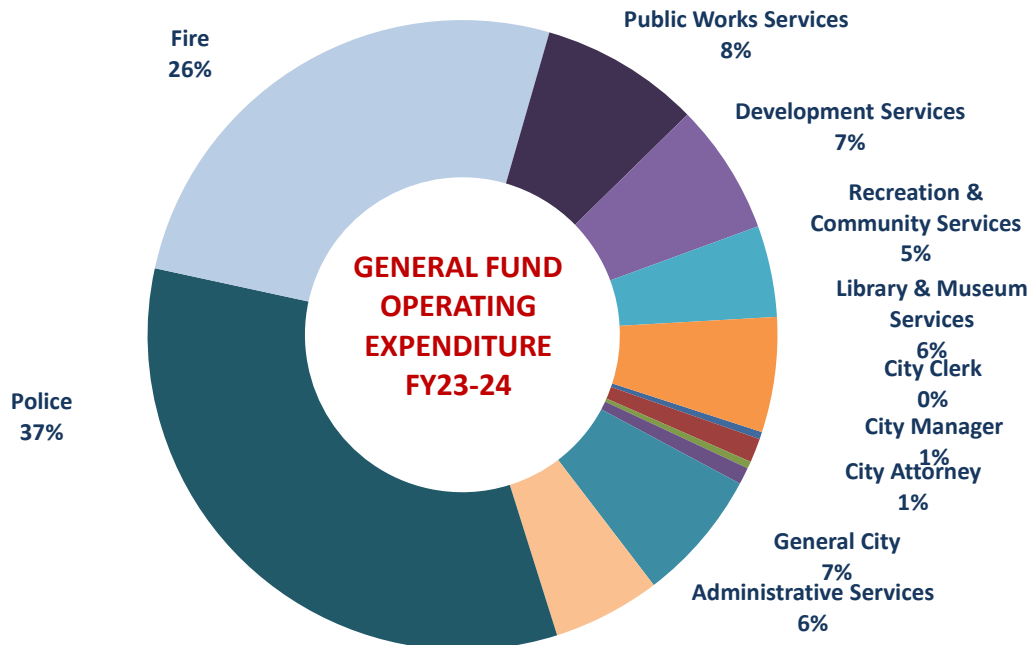
**GENERAL FUND  
EXPENDITURE SUMMARY**

Expenditure	FY 21-22 Actual	Adjusted FY 22-23 Budget	FY 22-23 Estimated	FY 23-24 Budget	FY 24-25 Budget
Employee Services	44,690,724	48,304,660	45,629,700	47,536,400	49,238,800
Supplies & Services	16,911,580	24,436,860	24,399,300	25,668,600	27,298,500
Equipment Replacement	1,900,789	3,894,700	4,081,500	5,817,400	7,356,900
<b>Total Appropriation</b>	<b>63,503,093</b>	<b>76,636,220</b>	<b>74,110,500</b>	<b>79,022,400</b>	<b>83,894,200</b>



**GENERAL FUND  
DEPARTMENT SUMMARY**

Expenditure	FY 21-22 Actual	Adjusted FY 22-23 Budget	FY 22-23 Estimated	FY 23-24 Budget	FY 24-25 Budget
City Council	216,264	305,118	262,300	289,300	298,500
City Manager	933,213	1,112,350	944,900	976,700	998,100
City Clerk	263,549	513,627	415,100	286,400	351,800
City Attorney	830,101	693,927	766,900	685,300	699,900
General City	3,016,349	3,948,700	4,211,600	5,354,500	5,515,700
Administrative Services	3,633,609	4,547,586	4,347,100	4,369,900	4,150,600
Police	20,172,223	25,582,567	24,429,600	26,283,800	27,231,500
Fire	17,892,548	20,814,137	20,765,600	20,585,800	24,234,200
Public Works Services	4,710,538	5,158,773	5,004,600	6,494,800	6,563,200
Development Services	4,668,850	5,488,667	4,971,400	5,312,900	5,231,400
Recreation & Community Services	3,100,833	3,523,540	3,390,600	3,708,500	3,823,700
Library & Museum Services	4,065,016	4,947,228	4,600,800	4,674,500	4,795,600
<b>Total</b>	<b>63,503,093</b>	<b>76,636,220</b>	<b>74,110,500</b>	<b>79,022,400</b>	<b>83,894,200</b>



**SUMMARY BY FUND  
SOURCES OF FUNDS**

<b>Fund</b>	<b>Beginning Fund Balance FY 23-24</b>	<b>Outside Sources</b>	<b>Transfer In</b>	<b>Total</b>
General Fund	24,667,900	84,831,700	6,091,200	115,590,800
Narcotic Seizure Federal	164,200	34,900	0	199,100
COPS	255,500	177,700	0	433,200
Medical/Dental	456,800	0	4,706,200	5,163,000
Local Law Enforcement	0	110,000	135,300	245,300
IRS Task Force	466,500	14,000	0	480,500
Worker Compensation/Liability	5,331,900	160,000	2,710,100	8,202,000
Homeland Security	(23,600)	0	0	(23,600)
Library State Grant	600	0	0	600
Homelessness Plan	0	355,000	0	355,000
Office of Traffic Safety Grant	3,600	79,300	0	82,900
California OES HSGP	(39,800)	72,000	0	32,200
Autotheft Prevention Taskforce	5,500	0	0	5,500
Misc. P.E.R.S. Employee Retirement Fund	0	0	0	0
Emergency Reserve	14,447,800	0	0	14,447,800
Emergency Response	2,792,000	0	0	2,792,000
America Rescue Plan Act	6,512,800	0	0	6,512,800
Public, Educational/Governmental Access	1,106,800	113,200	0	1,220,000
Parks & Recreation	8,637,700	1,659,100	0	10,296,800
Used Oil Grant	17,200	16,000	0	33,200
DOC Beverage Grant	71,300	16,600	0	87,900
Traffic Safety	0	152,000	0	152,000
Solid Waste	2,025,000	760,800	0	2,785,800
Measure W - Safe Clean Water Program	1,813,300	1,074,400	0	2,887,700
Dow Settlement Fund	5,637,400	169,100	0	5,806,500
State Gas Tax	(275,700)	1,609,500	0	1,333,800
Road Maintenance/Rehabilitation Act	1,574,300	1,453,600	0	3,027,900
Air Quality Management District	132,400	78,500	0	210,900
Community Development Block Grant	0	323,900	0	323,900
Santa Anita Grade Separation	731,000	21,900	0	752,900
Transit	376,500	3,447,300	674,300	4,498,100
Proposition A	3,016,000	1,707,000	0	4,723,000
Transportation Impact Fund	106,400	183,700	0	290,100
Proposition C	2,724,200	3,122,500	0	5,846,700
TDA Article 3 Bikeway	6,200	0	0	6,200
STPL & ITS Special Fund	0	0	0	0
Measure R	1,873,200	931,200	0	2,804,400
Measure M	1,778,800	1,045,200	0	2,824,000
Capital Improvement	11,181,300	767,400	3,400,000	15,348,700
City Hall Reserve	100	0	0	100
Lighting Maintenance	173,700	1,383,000	868,000	2,424,700
Water Fund	(3,003,500)	16,006,600	0	13,003,100
Sewer Fund	5,277,400	2,691,300	0	7,968,700
Par 3 Golf Course Fund	1,895,600	1,982,800	0	3,878,400
Equipment Replacement	6,689,600	206,100	3,400,000	10,295,700
Redevelopment Successor Agency	(6,942,300)	1,753,400	0	(5,188,900)
General Obligation Bond 2012	396,800	428,900	0	825,700
General Obligation Bond 2011	450,500	435,800	0	886,300
Pension Obligation Bonds 2020	4,300	5,875,300	0	5,879,600
<b>Total</b>	<b>102,517,200</b>	<b>135,250,700</b>	<b>21,985,100</b>	<b>259,753,000</b>

**SUMMARY BY FUND  
USES OF FUNDS**

<b>Fund</b>	<b>Appropriation</b>	<b>Transfer Out</b>	<b>Total</b>	<b>Ending Fund Balance FY23-24</b>
General Fund	80,026,300	7,786,200	87,812,500	27,778,300
Narcotic Seizure	0	0	0	199,100
COPS	179,600	0	179,600	253,600
Medical/Dental	4,704,600	1,600	4,706,200	456,800
Local Law Enforcement	245,300	0	245,300	0
IRS Task Force	0	0	0	480,500
Worker Compensation/Liability	2,944,900	0	2,944,900	5,257,100
Homeland Security	0	0	0	(23,600)
Library State Grant	0	0	0	600
Homelessness Plan	355,000	0	355,000	0
Office of Traffic Safety Grant	79,300	0	79,300	3,600
California OES HSGP	72,000	0	72,000	(39,800)
Autotheft Prevention Taskforce	0	0	0	5,500
Misc. P.E.R.S. Employee Retirement Fund	0	0	0	0
Emergency Reserve	0	0	0	14,447,800
Emergency Response	0	0	0	2,792,000
America Rescue Plan Act	4,293,000	0	4,293,000	2,219,800
Public, Educational/Governmental Access	0	0	0	1,220,000
Parks & Recreation	6,061,100	34,200	6,095,300	4,201,500
Used Oil Grant	7,000	0	7,000	26,200
DOC Beverage Grant	14,500	0	14,500	73,400
Traffic Safety	0	152,000	152,000	0
Solid Waste	532,300	300,000	832,300	1,953,500
Measure W - Safe Clean Water Program	621,000	0	621,000	2,266,700
Dow Settlement Fund	0	0	0	5,806,500
State Gas Tax	0	1,400,000	1,400,000	(66,200)
Road Maintenance/Rehabilitation Act	2,400,000	0	2,400,000	627,900
Air Quality Management District	108,400	0	108,400	102,500
Community Development Block Grant	323,900	0	323,900	0
Santa Anita Grade Separation	0	0	0	752,900
Transit	3,437,300	0	3,437,300	1,060,800
Proposition A	296,700	1,352,600	1,649,300	3,073,700
Transportation Impact Fund	614,300	0	614,300	(324,200)
Proposition C	5,904,200	0	5,904,200	(57,500)
TDA Article 3 Bikeway	0	0	0	6,200
STPL & ITS Special Fund	0	0	0	0
Measure R	1,480,300	901,700	2,382,000	422,400
Measure M	2,167,000	0	2,167,000	657,000
Capital Improvement	9,776,700	0	9,776,700	5,572,000
City Hall Reserve	0	0	0	100
Lighting Maintenance	1,446,600	0	1,446,600	978,100
Water Fund	18,796,500	0	18,796,500	(5,793,400)
Sewer Fund	2,932,700	0	2,932,700	5,036,000
Par 3 Golf Course Fund	1,245,000	0	1,245,000	2,633,400
Equipment Replacement	5,817,400	34,500	5,851,900	4,443,800
Redevelopment Successor Agency	1,753,400	0	1,753,400	(6,942,300)
General Obligation Bond 2012	406,300	0	406,300	419,400
General Obligation Bond 2011	522,100	0	522,100	364,200
Pension Obligation Bonds 2020	5,875,300	0	5,875,300	4,300
<b>Total</b>	<b>165,440,000</b>	<b>11,962,800</b>	<b>177,402,800</b>	<b>82,350,200</b>

**SUMMARY BY FUND  
SOURCES OF FUNDS**

<b>Fund</b>	<b>Beginning Fund Balance FY24-25</b>	<b>Outside Sources</b>	<b>Transfer In</b>	<b>Total</b>
General Fund	27,778,300	86,559,600	9,422,600	123,760,500
Narcotic Seizure Federal	199,100	36,000	0	235,100
COPS	253,600	187,600	0	441,200
Medical/Dental	456,800	4,716,300	0	5,173,100
Local Law Enforcement	0	110,000	137,300	247,300
IRS Task Force	480,500	14,400	0	494,900
Worker Compensation/Liability	5,257,100	157,700	2,651,000	8,065,800
Homeland Security	(23,600)	0	0	(23,600)
Library State Grant	600	0	0	600
Homelessness Plan	0	400,000	0	400,000
Office of Traffic Safety Grant	3,600	79,300	0	82,900
California OES HSGP	(39,800)	72,000	0	32,200
Auto theft Prevention Taskforce	5,500	0	0	5,500
Misc. P.E.R.S. Employee Retirement Fund	0	0	0	0
Emergency Reserve	14,447,800	0	0	14,447,800
Emergency Response	2,792,000	0	0	2,792,000
America Rescue Plan Act	2,219,800	0	0	2,219,800
Public, Educational/Governmental Access	1,220,000	116,600	0	1,336,600
Parks & Recreation	4,201,500	2,226,000	0	6,427,500
Used Oil Grant	26,200	16,300	0	42,500
DOC Beverage Grant	73,400	16,700	0	90,100
Traffic Safety	0	152,000	0	152,000
Solid Waste	1,953,500	758,600	0	2,712,100
Measure W - Safe Clean Water Program	1,953,500	68,000	0	2,021,500
Dow Settlement Fund	5,806,500	174,200	0	5,980,700
State Gas Tax	(66,200)	1,609,500	0	1,543,300
Road Maintenance/Rehabilitation Act	627,900	1,425,200	0	2,053,100
Air Quality Management District	102,500	77,600	0	180,100
Community Development Block Grant	0	326,900	0	326,900
Santa Anita Grade Separation	752,900	22,600	0	775,500
Transit	1,060,800	3,697,400	0	4,758,200
Proposition A	3,073,700	1,708,700	0	4,782,400
Transportation Impact Fund	(324,200)	180,000	0	(144,200)
Proposition C	(57,500)	1,340,800	0	1,283,300
TDA Article 3 Bikeway	6,200	0	0	6,200
STPL & ITS Special Fund	0	0	0	0
Measure R	422,400	939,800	0	1,362,200
Measure M	657,000	1,061,500	0	1,718,500
Capital Improvement	5,572,000	3,549,200	3,400,000	12,521,200
City Hall Reserve	100	0	0	100
Lighting Maintenance	978,100	520,000	896,800	2,394,900
Water Fund	(5,793,400)	16,246,100	0	10,452,700
Sewer Fund	5,036,000	2,684,100	0	7,720,100
Par 3 Golf Course Fund	2,633,400	1,982,800	0	4,616,200
Equipment Replacement	4,443,800	149,000	3,400,000	7,992,800
Redevelopment Successor Agency	(6,942,300)	2,676,000	0	(4,266,300)
General Obligation Bond 2012	419,400	424,600	0	844,000
General Obligation Bond 2011	364,200	425,900	0	790,100
Pension Obligation Bonds 2020	4,300	5,874,700	0	5,879,000
<b>Total</b>	<b>82,037,000</b>	<b>142,783,700</b>	<b>19,907,700</b>	<b>244,728,400</b>

**SUMMARY BY FUND  
USES OF FUNDS**

<b>Fund</b>	<b>Appropriations</b>	<b>Transfer Out</b>	<b>Total</b>	<b>Ending Fund Balance FY24-25</b>
General Fund	84,787,500	7,813,700	92,601,200	31,159,300
Narcotic Seizure Federal	0	0	0	235,100
COPS	182,300	0	182,300	258,900
Medical/Dental	4,714,600	1,700	4,716,300	456,800
Local Law Enforcement	247,300	0	247,300	0
IRS Task Force	0	0	0	494,900
Worker Compensation/Liability	2,962,300	0	2,962,300	5,103,500
Homeland Security	0	0	0	(23,600)
Library State Grant	0	0	0	600
Homelessness Plan	400,000	0	400,000	0
Office of Traffic Safety Grant	79,300	0	79,300	3,600
California OES HSGP	72,000	0	72,000	(39,800)
Auto theft Prevention Taskforce	0	0	0	5,500
Misc. P.E.R.S. Employee Retirement	0	0	0	0
Emergency Reserve	0	0	0	14,447,800
Emergency Response	0	0	0	2,792,000
America Rescue Plan Act	0	0	0	2,219,800
Public, Educational/Governmental Access	0	0	0	1,336,600
Parks & Recreation	35,600	0	35,600	6,391,900
Used Oil Grant	7,000	0	7,000	35,500
DOC Beverage Grant	14,500	0	14,500	75,600
Traffic Safety	0	152,000	152,000	0
Solid Waste	466,300	300,000	766,300	1,945,800
Measure W - Safe Clean Water Program	521,000	0	521,000	5,459,700
Dow Settlement Fund	0	0	0	5,980,700
State Gas Tax	0	1,400,000	1,400,000	143,300
Road Maintenance/Rehabilitation Act	1,200,000	0	1,200,000	853,100
Air Quality Management	22,500	0	22,500	157,600
Community Development Block Grant	326,900	0	326,900	0
Santa Anita Grade Separation	0	0	0	775,500
Transit	3,687,400	0	3,687,400	1,070,800
Proposition A	1,358,500	0	1,358,500	3,423,900
Transportation Impact Fund	300,000	0	300,000	(444,200)
Proposition C	1,717,200	0	1,717,200	(433,900)
TDA Article 3 Bikeway	0	0	0	6,200
STPL & ITS Special Grant	0	0	0	0
Measure R	643,700	0	643,700	718,500
Measure M	542,000	0	542,000	1,176,500
Capital Improvement	7,505,700	0	7,505,700	5,015,500
City Hall Reserve	0	0	0	100
Lighting Maintenance	1,494,700	0	1,494,700	900,200
Water Fund	19,007,000	0	19,007,000	(8,554,300)
Sewer Fund	2,568,000	0	2,568,000	5,152,100
Par 3 Golf Course Fund	1,245,000	0	1,245,000	3,371,200
Equipment Replacement	7,392,800	0	7,392,800	600,000
Redevelopment Successor Agency	2,676,000	0	2,676,000	(6,942,300)
General Obligation Bond 2012	409,600	0	409,600	434,400
General Obligation Bond 2011	522,200	0	522,200	267,900
Pension Obligation Bonds 2020	5,874,700	0	5,874,700	4,300
<b>Total</b>	<b>152,983,600</b>	<b>9,667,400</b>	<b>162,651,000</b>	<b>86,036,600</b>

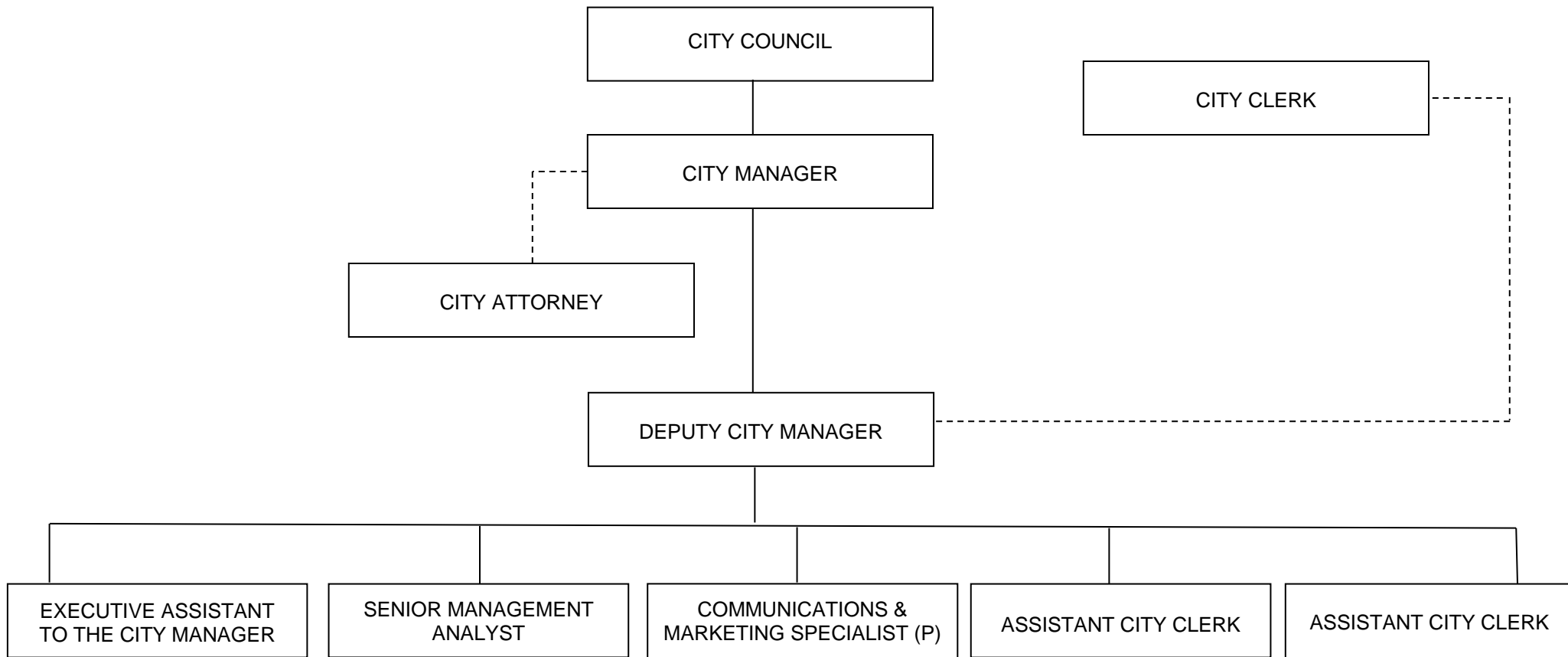
**FULL TIME EMPLOYEES AND ELECTED OFFICIALS**

	<b>FY 21-22 Budget</b>	<b>FY 22-23 Budget</b>	<b>FY 22-23 Actual</b>	<b>FY 23-24 Budget</b>	<b>FY 24-25 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	17.00	15.33	15.33
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	26.60	26.60
Development Services	25.25	25.75	25.75	25.85	25.85
Recreation & Community Services	11.00	12.00	12.00	13.00	13.00
Library & Museum Services	23.50	23.50	23.50	23.75	23.75
<b>Total General Fund</b>	<b>262.60</b>	<b>262.85</b>	<b>261.85</b>	<b>264.43</b>	<b>264.43</b>
Narcotic Seizure State	1.00	1.00	1.00	0.00	0.00
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	1.66	1.66
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	0.60	0.60
Lighting Maintenance Districts	2.65	2.65	2.65	2.65	2.65
Public Services Water	26.95	26.80	26.80	27.80	27.80
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>308.70</b>	<b>309.64</b>	<b>309.64</b>

\* Part Time employees are not included.

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# CITY MANAGER'S OFFICE



## 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 position of Mayor and Mayor Pro Tem rotates among Council Members every nine and one-half months.

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.

## **FY23-24 EMPLOYEE COUNT BY DEPARTMENT**

### ***CITY COUNCIL***

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

ACCOUNT TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>	<b>1100</b>	<b>CITY COUNCIL</b>			
SALARIES & WAGES					
4010 REGULAR EMPLOYEES	68,676	73,835	73,800	73,600	75,300
4014 VACATION SELL BACK	1,264	0	1,200	1,200	1,200
4021 LONGEVITY PAY	1,097	3,000	1,100	3,000	3,000
4241 P.E.R.S	12,466	17,700	15,700	16,300	14,900
4244 MEDICAL/DENTAL INSURANCE	62,831	99,400	62,800	99,400	99,400
4245 LONG TERM DISABILITY	27	0	0	0	0
4247 LIFE INSURANCE	361	500	400	500	500
4250 FICA/HOSPITAL INSURANCE	862	1,122	1,100	1,100	1,100
4299 VACANCY RATE	0	-5,700	0	-5,900	-5,900
<b>Total: SALARIES &amp; WAGES</b>	<b>147,584</b>	<b>189,857</b>	<b>156,100</b>	<b>189,200</b>	<b>189,500</b>
SUPPLIES					
5110 OFFICE SUPPLIES	3,437	20,200	15,500	5,200	14,000
5125 PRINT SHOP	865	1,500	1,500	1,500	1,500
<b>Total: SUPPLIES</b>	<b>4,302</b>	<b>21,700</b>	<b>17,000</b>	<b>6,700</b>	<b>15,500</b>
OPERATING EXPENSES					
6210 TELEPHONE	0	4,900	2,600	2,700	2,800
6505 GENERAL LIABILITY	4,800	5,000	5,000	5,300	5,300
6507 WORKERS' COMPENSATION	2,300	2,400	2,400	2,700	2,700
6730 OFFICE EQUIPMENT	10,061	10,061	10,100	0	0
6930 MEMBERSHIP & PUBLICATIONS	27,430	36,200	36,600	37,000	37,000
6940 OFFICIAL MEETINGS	21,699	17,000	17,000	20,000	20,000
6977 EMPLOYEE SUPPORT	88	100	100	200	200
<b>Total: OPERATING EXPENSES</b>	<b>66,378</b>	<b>75,661</b>	<b>73,800</b>	<b>67,900</b>	<b>68,000</b>
SPECIAL PROGRAMS					
7262 SPECIAL EVENTS	0	10,000	7,000	17,000	17,000
7811 POB CONTRIBUTIONS	0	7,900	8,400	8,500	8,500
<b>Total: SPECIAL PROGRAMS</b>	<b>0</b>	<b>17,900</b>	<b>15,400</b>	<b>25,500</b>	<b>25,500</b>
<b>Total Division:</b>	<b>218,264</b>	<b>305,118</b>	<b>262,300</b>	<b>289,300</b>	<b>298,500</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				(5.18)%	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
DIVISION: 1100		CITY COUNCIL				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	68,676	73,835	73,800	73,600	75,300
4014	VACATION SELL BACK	1,264	0	1,200	1,200	1,200
4021	LONGEVITY PAY	1,097	3,000	1,100	3,000	3,000
4241	P.E.R.S	12,466	17,700	15,700	16,300	14,900
4244	MEDICAL/DENTAL INSURANCE	62,831	99,400	62,800	99,400	99,400
4245	LONG TERM DISABILITY	27	0	0	0	0
4247	LIFE INSURANCE	361	500	400	500	500
4250	FICA/HOSPITAL INSURANCE	862	1,122	1,100	1,100	1,100
4299	VACANCY RATE	0	-5,700	0	-5,900	-5,900
Total:	SALARIES & WAGES	147,584	189,857	156,100	189,200	189,500
SUPPLIES						
5110	OFFICE SUPPLIES	3,437	20,200	15,500	5,200	14,000
5125	PRINT SHOP	865	1,500	1,500	1,500	1,500
Total:	SUPPLIES	4,302	21,700	17,000	6,700	15,500
OPERATING EXPENSES						
6210	TELEPHONE	0	4,900	2,600	2,700	2,800
6505	GENERAL LIABILITY	4,800	5,000	5,000	5,300	5,300
6507	WORKERS' COMPENSATION	2,300	2,400	2,400	2,700	2,700
6730	OFFICE EQUIPMENT	10,061	10,061	10,100	0	0
6930	MEMBERSHIP & PUBLICATIONS	27,430	36,200	36,600	37,000	37,000
6940	OFFICIAL MEETINGS	21,699	17,000	17,000	20,000	20,000
6977	EMPLOYEE SUPPORT	88	100	100	200	200
Total:	OPERATING EXPENSES	66,378	75,661	73,800	67,900	68,000
SPECIAL PROGRAMS						
7262	SPECIAL EVENTS	0	10,000	7,000	17,000	17,000
7811	POB CONTRIBUTIONS	0	7,900	8,400	8,500	8,500
Total:	SPECIAL PROGRAMS	0	17,900	15,400	25,500	25,500
Total:		218,264	305,118	262,300	289,300	298,500
Fund/Division: 0011101						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(5.18) %	

## 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.

## **FY23-24 EMPLOYEE COUNT BY DEPARTMENT**

### ***CITY CLERK***

<b><i>Position</i></b>	<b><i>FTE</i></b>
Assistant City Clerk	2.00
Elected City Clerk	1.00
<b>TOTAL</b>	<b>3.00</b>

ACCOUNT TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>	<b>1300</b>	<b>CITY CLERK</b>			
SALARIES & WAGES					
4010 REGULAR EMPLOYEES	117,238	123,978	116,600	121,700	127,800
4014 VACATION SELL BACK	3,677	2,000	3,000	3,000	3,000
4015 ALLOWANCES	193	200	100	200	200
4021 LONGEVITY PAY	1,041	1,300	1,100	1,100	1,100
4032 PART-TIME NON-PERS	0	0	0	16,400	17,000
4241 P.E.R.S	25,672	27,200	25,000	24,800	23,200
4242 NON-PERSABLE COMPENSATIOI	148	200	100	0	0
4244 MEDICAL/DENTAL INSURANCE	18,268	35,400	14,400	35,400	35,400
4245 LONG TERM DISABILITY	64	100	100	100	100
4247 LIFE INSURANCE	133	200	100	200	200
4250 FICA/HOSPITAL INSURANCE	1,825	1,849	1,800	1,800	1,900
4299 VACANCY RATE	0	-5,700	0	-5,100	-5,200
<b>Total: SALARIES &amp; WAGES</b>	<b>168,258</b>	<b>186,727</b>	<b>162,300</b>	<b>199,600</b>	<b>204,700</b>
SUPPLIES					
5110 OFFICE SUPPLIES	2,444	3,800	3,900	3,800	3,800
5125 PRINT SHOP	802	1,200	1,000	1,200	1,200
<b>Total: SUPPLIES</b>	<b>3,246</b>	<b>5,000</b>	<b>4,900</b>	<b>5,000</b>	<b>5,000</b>
OPERATING EXPENSES					
6160 CONTRACT SERVICES	20,102	27,000	26,000	27,400	27,400
6505 GENERAL LIABILITY	5,600	5,800	5,800	6,100	6,200
6507 WORKERS' COMPENSATION	19,900	21,000	21,000	23,400	23,600
6930 MEMBERSHIP & PUBLICATIONS	730	800	1,800	800	800
6940 OFFICIAL MEETINGS	0	500	200	500	500
6945 ELECTION	41,940	244,000	170,000	0	60,000
6970 TRAINING	3,682	6,400	5,500	6,000	6,000
6977 EMPLOYEE SUPPORT	91	200	200	200	200
<b>Total: OPERATING EXPENSES</b>	<b>92,046</b>	<b>305,700</b>	<b>230,500</b>	<b>64,400</b>	<b>124,700</b>
SPECIAL PROGRAMS					
7811 POB CONTRIBUTIONS	0	16,200	17,400	17,400	17,400
<b>Total: SPECIAL PROGRAMS</b>	<b>0</b>	<b>16,200</b>	<b>17,400</b>	<b>17,400</b>	<b>17,400</b>
<b>Total Division:</b>	<b>263,549</b>	<b>513,627</b>	<b>415,100</b>	<b>286,400</b>	<b>351,800</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				(44.24)%	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 1300</b>		<b>CITY CLERK</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	117,238	123,978	116,600	121,700	127,800
4014	VACATION SELL BACK	3,677	2,000	3,000	3,000	3,000
4015	ALLOWANCES	193	200	100	200	200
4021	LONGEVITY PAY	1,041	1,300	1,100	1,100	1,100
4032	PART-TIME NON-PERS	0	0	0	16,400	17,000
4241	P.E.R.S	25,672	27,200	25,000	24,800	23,200
4242	NON-PERSABLE COMPENSATION	148	200	100	0	0
4244	MEDICAL/DENTAL INSURANCE	18,268	35,400	14,400	35,400	35,400
4245	LONG TERM DISABILITY	64	100	100	100	100
4247	LIFE INSURANCE	133	200	100	200	200
4250	FICA/HOSPITAL INSURANCE	1,825	1,849	1,800	1,800	1,900
4299	VACANCY RATE	0	-5,700	0	-5,100	-5,200
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>168,258</b>	<b>186,727</b>	<b>162,300</b>	<b>199,600</b>	<b>204,700</b>
SUPPLIES						
5110	OFFICE SUPPLIES	2,444	3,800	3,900	3,800	3,800
5125	PRINT SHOP	802	1,200	1,000	1,200	1,200
<b>Total:</b>	<b>SUPPLIES</b>	<b>3,246</b>	<b>5,000</b>	<b>4,900</b>	<b>5,000</b>	<b>5,000</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	20,102	27,000	26,000	27,400	27,400
6505	GENERAL LIABILITY	5,600	5,800	5,800	6,100	6,200
6507	WORKERS' COMPENSATION	19,900	21,000	21,000	23,400	23,600
6930	MEMBERSHIP & PUBLICATIONS	730	800	1,800	800	800
6940	OFFICIAL MEETINGS	0	500	200	500	500
6945	ELECTION	41,940	244,000	170,000	0	60,000
6970	TRAINING	3,682	6,400	5,500	6,000	6,000
6977	EMPLOYEE SUPPORT	91	200	200	200	200
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>92,046</b>	<b>305,700</b>	<b>230,500</b>	<b>64,400</b>	<b>124,700</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	16,200	17,400	17,400	17,400
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>16,200</b>	<b>17,400</b>	<b>17,400</b>	<b>17,400</b>
<b>Total:</b>		<b>263,549</b>	<b>513,627</b>	<b>415,100</b>	<b>286,400</b>	<b>351,800</b>
<b>Fund/Division: 0011301</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(44.24) %	

## 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	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>	<b>1500</b>	<b>CITY ATTORNEY</b>			
SALARIES & WAGES					
4010 REGULAR EMPLOYEES	111,238	117,978	107,600	115,700	121,700
4014 VACATION SELL BACK	3,677	2,000	3,000	3,000	3,000
4015 ALLOWANCES	193	200	100	200	200
4021 LONGEVITY PAY	1,041	1,300	1,100	1,100	1,100
4241 P.E.R.S	24,317	25,800	23,200	23,600	22,100
4242 NON-PERSABLE COMPENSATIOI	148	200	100	100	100
4244 MEDICAL/DENTAL INSURANCE	18,214	16,800	14,400	10,200	20,300
4245 LONG TERM DISABILITY	64	100	100	100	100
4247 LIFE INSURANCE	133	200	100	100	200
4250 FICA/HOSPITAL INSURANCE	1,737	1,749	1,700	1,700	1,800
4299 VACANCY RATE	0	-4,900	0	-4,700	-4,900
<b>Total: SALARIES &amp; WAGES</b>	<b>160,762</b>	<b>161,427</b>	<b>151,400</b>	<b>151,100</b>	<b>165,700</b>
SUPPLIES					
5110 OFFICE SUPPLIES	20	600	100	600	600
5125 PRINT SHOP	0	200	0	200	200
<b>Total: SUPPLIES</b>	<b>20</b>	<b>800</b>	<b>100</b>	<b>800</b>	<b>800</b>
OPERATING EXPENSES					
6140 LEGAL	453,833	312,000	362,500	312,000	312,000
6160 CONTRACT SERVICES	205,686	194,200	226,300	194,200	194,200
6505 GENERAL LIABILITY	9,800	10,100	10,100	10,700	10,700
<b>Total: OPERATING EXPENSES</b>	<b>669,319</b>	<b>516,300</b>	<b>598,900</b>	<b>516,900</b>	<b>516,900</b>
SPECIAL PROGRAMS					
7811 POB CONTRIBUTIONS	0	15,400	16,500	16,500	16,500
<b>Total: SPECIAL PROGRAMS</b>	<b>0</b>	<b>15,400</b>	<b>16,500</b>	<b>16,500</b>	<b>16,500</b>
<b>Total Division:</b>	<b>830,101</b>	<b>693,927</b>	<b>766,900</b>	<b>685,300</b>	<b>699,900</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				(1.24)%	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 1500</b>		<b>CITY ATTORNEY</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	111,238	117,978	107,600	115,700	121,700
4014	VACATION SELL BACK	3,677	2,000	3,000	3,000	3,000
4015	ALLOWANCES	193	200	100	200	200
4021	LONGEVITY PAY	1,041	1,300	1,100	1,100	1,100
4241	P.E.R.S	24,317	25,800	23,200	23,600	22,100
4242	NON-PERSABLE COMPENSATION	148	200	100	100	100
4244	MEDICAL/DENTAL INSURANCE	18,214	16,800	14,400	10,200	20,300
4245	LONG TERM DISABILITY	64	100	100	100	100
4247	LIFE INSURANCE	133	200	100	100	200
4250	FICA/HOSPITAL INSURANCE	1,737	1,749	1,700	1,700	1,800
4299	VACANCY RATE	0	-4,900	0	-4,700	-4,900
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>160,762</b>	<b>161,427</b>	<b>151,400</b>	<b>151,100</b>	<b>165,700</b>
SUPPLIES						
5110	OFFICE SUPPLIES	20	600	100	600	600
5125	PRINT SHOP	0	200	0	200	200
<b>Total:</b>	<b>SUPPLIES</b>	<b>20</b>	<b>800</b>	<b>100</b>	<b>800</b>	<b>800</b>
OPERATING EXPENSES						
6140	LEGAL	453,833	312,000	362,500	312,000	312,000
6160	CONTRACT SERVICES	205,686	194,200	226,300	194,200	194,200
6505	GENERAL LIABILITY	9,800	10,100	10,100	10,700	10,700
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>669,319</b>	<b>516,300</b>	<b>598,900</b>	<b>516,900</b>	<b>516,900</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	15,400	16,500	16,500	16,500
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>15,400</b>	<b>16,500</b>	<b>16,500</b>	<b>16,500</b>
<b>Total:</b>		<b>830,101</b>	<b>693,927</b>	<b>766,900</b>	<b>685,300</b>	<b>699,900</b>
<b>Fund/Division: 0011501</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(1.24) %	

## 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, outreach efforts, and engagement goals; 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 2023-24 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 and facilitate the citywide distribution of public information. 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. Enhance the City's social media activity across all platforms including the City's main Facebook account @ArcadiaCAgov, Twitter @discoverarcadia, WeChat, and Nextdoor to increase followers and impressions.
9. Provide staff support to the City Council, City Clerk, City Manager, and City Attorney.
10. 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.

11. Collaborate with the San Gabriel Valley Council of Governments (SGVCOG) to expand the City's Coyote Management Plan to include all types of wildlife for a comprehensive Wildlife Management Framework to increase community knowledge and understanding of wildlife behavior for a multitude of animals living in Arcadia; and balance respect and protection of wildlife while also preserving public safety.
12. Oversee the City's legislative advocacy efforts.
13. 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.

## **FY23-24 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
Senior Management Analyst	1.00
<b>TOTAL</b>	<b>4.00</b>

ACCOUNT TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>	<b>1200</b>	<b>CITY MANAGER OFFICE</b>			
SALARIES & WAGES					
4010 REGULAR EMPLOYEES	466,205	507,515	422,700	452,200	491,500
4014 VACATION SELL BACK	36,976	18,500	18,500	18,500	4,500
4015 ALLOWANCES	7,142	5,900	7,300	7,300	7,300
4021 LONGEVITY PAY	3,798	6,700	3,600	4,500	4,500
4030 PART-TIME PERS ONLY	4,230	4,200	12,000	9,100	9,100
4032 PART-TIME NON-PERS	11,857	10,000	11,200	10,000	10,000
4241 P.E.R.S	103,882	115,600	97,300	94,600	91,700
4242 NON-PERSABLE COMPENSATIOI	11,695	2,300	11,800	2,000	2,300
4244 MEDICAL/DENTAL INSURANCE	57,333	51,100	33,800	51,100	51,100
4245 LONG TERM DISABILITY	150	300	100	300	300
4247 LIFE INSURANCE	1,038	1,400	1,000	1,300	1,400
4250 FICA/HOSPITAL INSURANCE	8,072	7,935	7,200	7,300	7,600
4299 VACANCY RATE	0	-21,600	0	-19,800	-20,500
<b>Total: SALARIES &amp; WAGES</b>	<b>712,379</b>	<b>709,850</b>	<b>626,500</b>	<b>638,400</b>	<b>660,800</b>
SUPPLIES					
5110 OFFICE SUPPLIES	4,188	6,000	5,100	6,300	6,300
5115 PROGRAM EXPENSES	1,942	6,600	2,000	6,600	6,600
5125 PRINT SHOP	50	500	400	500	500
<b>Total: SUPPLIES</b>	<b>6,180</b>	<b>13,100</b>	<b>7,500</b>	<b>13,400</b>	<b>13,400</b>
OPERATING EXPENSES					
6160 CONTRACT SERVICES	30,208	69,000	11,000	10,000	10,000
6163 CABLE TECH SERVICES	33,750	35,000	35,300	35,500	35,000
6505 GENERAL LIABILITY	15,300	15,800	15,800	16,700	16,800
6507 WORKERS' COMPENSATION	9,600	10,100	10,100	11,300	11,300
6730 OFFICE EQUIPMENT	765	1,000	1,000	1,000	1,000
6750 VEHICLE MAINTENANCE	617	600	600	600	600
6751 VEHICLE FUEL USAGE	789	400	200	400	400
6752 VEHICLE 3RD PARTY SVC	40	200	0	200	200
6930 MEMBERSHIP & PUBLICATIONS	1,855	4,100	2,300	4,100	4,100
6940 OFFICIAL MEETINGS	5,432	16,300	6,700	16,300	16,300
6970 TRAINING	0	500	0	0	0
6977 EMPLOYEE SUPPORT	286	300	300	400	400
<b>Total: OPERATING EXPENSES</b>	<b>98,642</b>	<b>153,300</b>	<b>83,300</b>	<b>96,500</b>	<b>96,100</b>
SPECIAL PROGRAMS					
7120 CITY BEAUTIFUL COMMISSION	46,447	48,500	50,900	50,000	50,000
7125 CITY WEB SITE	5,900	7,400	5,900	7,400	7,400
7156 CITY VOLUNTEER PROGRAM	0	34,000	38,500	35,000	35,000
7211 COYOTE CONTROL	10,000	15,000	10,000	12,000	12,000
7260 CITY NEWSLETTER	36,229	35,000	41,800	38,600	38,000
7261 BROCHURES	12,928	35,500	6,000	11,000	11,000
7262 SPECIAL EVENTS	4,507	2,000	4,100	4,000	4,000
7811 POB CONTRIBUTIONS	0	58,700	70,400	70,400	70,400
<b>Total: SPECIAL PROGRAMS</b>	<b>116,012</b>	<b>236,100</b>	<b>227,600</b>	<b>228,400</b>	<b>227,800</b>
<b>Total Division:</b>	<b>933,213</b>	<b>1,112,350</b>	<b>944,900</b>	<b>976,700</b>	<b>998,100</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				(12.19)%	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 1200</b>		<b>CITY MANAGER-ADMIN</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	405,995	437,421	375,500	394,100	428,500
4014	VACATION SELL BACK	34,566	17,000	17,000	17,000	1,500
4015	ALLOWANCES	6,950	5,700	7,100	7,100	7,100
4021	LONGEVITY PAY	3,155	5,500	3,100	3,900	3,900
4032	PART-TIME NON-PERS	11,857	10,000	11,200	10,000	10,000
4241	P.E.R.S	89,397	99,400	83,600	82,200	79,700
4242	NON-PERSABLE COMPENSATION	11,442	2,000	11,600	1,800	2,000
4244	MEDICAL/DENTAL INSURANCE	47,352	42,000	29,200	42,000	42,000
4245	LONG TERM DISABILITY	123	200	100	200	200
4247	LIFE INSURANCE	894	1,200	900	1,100	1,200
4250	FICA/HOSPITAL INSURANCE	7,035	6,808	6,200	6,200	6,500
4299	VACANCY RATE	0	-18,500	0	-17,000	-17,500
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>618,766</b>	<b>608,729</b>	<b>545,500</b>	<b>548,600</b>	<b>565,100</b>
SUPPLIES						
5110	OFFICE SUPPLIES	3,733	4,000	4,500	4,300	4,300
5115	PROGRAM EXPENSES	610	4,800	1,200	4,800	4,800
5125	PRINT SHOP	50	500	400	500	500
<b>Total:</b>	<b>SUPPLIES</b>	<b>4,392</b>	<b>9,300</b>	<b>6,100</b>	<b>9,600</b>	<b>9,600</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	573	20,000	0	0	0
6505	GENERAL LIABILITY	15,300	15,800	15,800	16,700	16,800
6507	WORKERS' COMPENSATION	9,600	10,100	10,100	11,300	11,300
6730	OFFICE EQUIPMENT	347	500	500	500	500
6750	VEHICLE MAINTENANCE	617	600	600	600	600
6751	VEHICLE FUEL USAGE	789	400	200	400	400
6752	VEHICLE 3RD PARTY SVC	40	200	0	200	200
6930	MEMBERSHIP & PUBLICATIONS	1,655	3,600	2,200	3,600	3,600
6940	OFFICIAL MEETINGS	5,432	14,800	6,000	14,800	14,800
6970	TRAINING	0	500	0	0	0
6977	EMPLOYEE SUPPORT	286	300	300	400	400
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>34,639</b>	<b>66,800</b>	<b>35,700</b>	<b>48,500</b>	<b>48,600</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	50,600	60,600	60,600	60,600
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>50,600</b>	<b>60,600</b>	<b>60,600</b>	<b>60,600</b>
<b>Total:</b>		<b>657,797</b>	<b>735,429</b>	<b>647,900</b>	<b>667,300</b>	<b>683,900</b>
<b>Fund/Division: 0011201</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(9.26) %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 1203</b>		<b>CITY MANAGER-COMM MARKET</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	60,210	70,094	47,200	58,100	63,000
4014	VACATION SELL BACK	2,410	1,500	1,500	1,500	3,000
4015	ALLOWANCES	193	200	200	200	200
4021	LONGEVITY PAY	644	1,200	500	600	600
4030	PART-TIME PERS ONLY	4,230	4,200	12,000	9,100	9,100
4241	P.E.R.S	14,486	16,200	13,700	12,400	12,000
4242	NON-PERSABLE COMPENSATION	253	300	200	200	300
4244	MEDICAL/DENTAL INSURANCE	9,980	9,100	4,600	9,100	9,100
4245	LONG TERM DISABILITY	27	100	0	100	100
4247	LIFE INSURANCE	144	200	100	200	200
4250	FICA/HOSPITAL INSURANCE	1,037	1,127	1,000	1,100	1,100
4299	VACANCY RATE	0	-3,100	0	-2,800	-3,000
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>93,613</b>	<b>101,121</b>	<b>81,000</b>	<b>89,800</b>	<b>95,700</b>
SUPPLIES						
5110	OFFICE SUPPLIES	456	2,000	600	2,000	2,000
5115	PROGRAM EXPENSES	1,332	1,800	800	1,800	1,800
<b>Total:</b>	<b>SUPPLIES</b>	<b>1,787</b>	<b>3,800</b>	<b>1,400</b>	<b>3,800</b>	<b>3,800</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	29,635	49,000	11,000	10,000	10,000
6163	CABLE TECH SERVICES	33,750	35,000	35,300	35,500	35,000
6730	OFFICE EQUIPMENT	418	500	500	500	500
6930	MEMBERSHIP & PUBLICATIONS	200	500	100	500	500
6940	OFFICIAL MEETINGS	0	1,500	700	1,500	1,500
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>64,003</b>	<b>86,500</b>	<b>47,600</b>	<b>48,000</b>	<b>47,500</b>
SPECIAL PROGRAMS						
7120	CITY BEAUTIFUL COMMISSION	46,447	48,500	50,900	50,000	50,000
7125	CITY WEB SITE	5,900	7,400	5,900	7,400	7,400
7156	CITY VOLUNTEER PROGRAM	0	34,000	38,500	35,000	35,000
7211	COYOTE CONTROL	10,000	15,000	10,000	12,000	12,000
7260	CITY NEWSLETTER	36,229	35,000	41,800	38,600	38,000
7261	BROCHURES	12,928	35,500	6,000	11,000	11,000
7262	SPECIAL EVENTS	4,507	2,000	4,100	4,000	4,000
7811	POB CONTRIBUTIONS	0	8,100	9,800	9,800	9,800
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>116,012</b>	<b>185,500</b>	<b>167,000</b>	<b>167,800</b>	<b>167,200</b>
<b>Total:</b>		<b>275,416</b>	<b>376,921</b>	<b>297,000</b>	<b>309,400</b>	<b>314,200</b>
<b>Fund/Division: 0011203</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(17.91) %	

## GENERAL CITY

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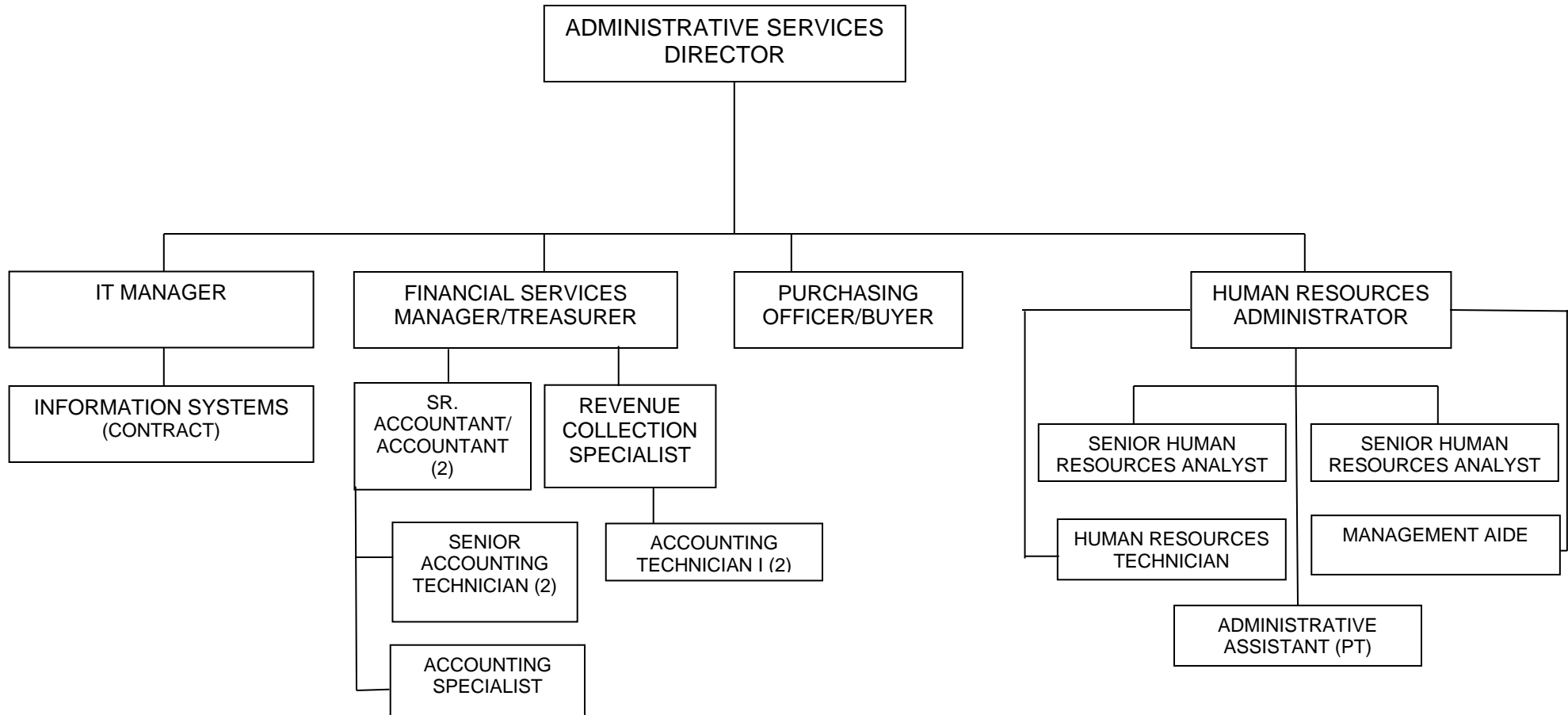
**Description:**

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, additional PERS and OPEB trust contributions.

ACCOUNT TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>	<b>1700</b>	<b>GENERAL CITY</b>			
SALARIES & WAGES					
4013 VACATION PAY OFF	220,126	160,000	400,000	350,000	350,000
4241 P.E.R.S	10,359	0	0	0	0
4248 RETIREE MEDICAL	898,441	915,000	950,000	975,000	1,000,000
4249 UNEMPLOYMENT INSURANCE	2,684	20,000	0	0	0
4250 FICA/HOSPITAL INSURANCE	0	2,100	0	0	0
4251 RETIREE LIFE INS	55	200	0	0	0
4299 VACANCY RATE	0	-32,900	0	0	0
<b>Total: SALARIES &amp; WAGES</b>	<b>1,131,665</b>	<b>1,064,400</b>	<b>1,350,000</b>	<b>1,325,000</b>	<b>1,350,000</b>
SUPPLIES					
5110 OFFICE SUPPLIES	5,433	6,300	6,300	6,300	6,300
5112 CITY HALL DUPLICATING	13,632	15,000	15,000	15,000	15,000
<b>Total: SUPPLIES</b>	<b>19,065</b>	<b>21,300</b>	<b>21,300</b>	<b>21,300</b>	<b>21,300</b>
OPERATING EXPENSES					
6160 CONTRACT SERVICES	-8,391	5,000	0	0	0
6210 TELEPHONE	53,645	54,300	52,600	53,700	54,800
6505 GENERAL LIABILITY	19,200	19,800	19,800	20,900	21,000
6507 WORKERS' COMPENSATION	1,300	1,400	1,400	1,600	1,600
6930 MEMBERSHIP & PUBLICATIONS	7,760	11,000	11,000	11,000	11,000
6960 EQUIPMENT REPLACEMENT	0	10,500	10,500	0	0
6977 EMPLOYEE SUPPORT	37,970	41,000	35,000	46,000	46,000
<b>Total: OPERATING EXPENSES</b>	<b>111,484</b>	<b>143,000</b>	<b>130,300</b>	<b>133,200</b>	<b>134,400</b>
SPECIAL PROGRAMS					
7280 DAMAGES TO CITY PROPERTY	54,135	10,000	0	10,000	10,000
7350 OPEB CONTRIBUTION	1,200,000	1,710,000	1,710,000	1,865,000	2,000,000
7351 ADP PERS CONTRIBUTION	500,000	1,000,000	1,000,000	2,000,000	2,000,000
<b>Total: SPECIAL PROGRAMS</b>	<b>1,754,135</b>	<b>2,720,000</b>	<b>2,710,000</b>	<b>3,875,000</b>	<b>4,010,000</b>
<b>Total Division:</b>	<b>3,016,349</b>	<b>3,948,700</b>	<b>4,211,600</b>	<b>5,354,500</b>	<b>5,515,700</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				35.60 %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 1700</b>		<b>GENERAL CITY</b>				
SALARIES & WAGES						
4013	VACATION PAY OFF	220,126	160,000	400,000	350,000	350,000
4241	P.E.R.S	10,359	0	0	0	0
4248	RETIREE MEDICAL	898,441	915,000	950,000	975,000	1,000,000
4249	UNEMPLOYMENT INSURANCE	2,684	20,000	0	0	0
4250	FICA/HOSPITAL INSURANCE	0	2,100	0	0	0
4251	RETIREE LIFE INS	55	200	0	0	0
4299	VACANCY RATE	0	-32,900	0	0	0
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>1,131,665</b>	<b>1,064,400</b>	<b>1,350,000</b>	<b>1,325,000</b>	<b>1,350,000</b>
SUPPLIES						
5110	OFFICE SUPPLIES	5,433	6,300	6,300	6,300	6,300
5112	CITY HALL DUPLICATING	13,632	15,000	15,000	15,000	15,000
<b>Total:</b>	<b>SUPPLIES</b>	<b>19,065</b>	<b>21,300</b>	<b>21,300</b>	<b>21,300</b>	<b>21,300</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	-8,391	5,000	0	0	0
6210	TELEPHONE	53,645	54,300	52,600	53,700	54,800
6505	GENERAL LIABILITY	19,200	19,800	19,800	20,900	21,000
6507	WORKERS' COMPENSATION	1,300	1,400	1,400	1,600	1,600
6930	MEMBERSHIP & PUBLICATIONS	7,760	11,000	11,000	11,000	11,000
6960	EQUIPMENT REPLACEMENT	0	10,500	10,500	0	0
6977	EMPLOYEE SUPPORT	37,970	41,000	35,000	46,000	46,000
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>111,484</b>	<b>143,000</b>	<b>130,300</b>	<b>133,200</b>	<b>134,400</b>
SPECIAL PROGRAMS						
7280	DAMAGES TO CITY PROPERTY	54,135	10,000	0	10,000	10,000
7350	OPEB CONTRIBUTION	1,200,000	1,710,000	1,710,000	1,865,000	2,000,000
7351	ADP PERS CONTRIBUTION	500,000	1,000,000	1,000,000	2,000,000	2,000,000
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>1,754,135</b>	<b>2,720,000</b>	<b>2,710,000</b>	<b>3,875,000</b>	<b>4,010,000</b>
<b>Total:</b>		<b>3,016,349</b>	<b>3,948,700</b>	<b>4,211,600</b>	<b>5,354,500</b>	<b>5,515,700</b>
<b>Fund/Division: 0011701</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					35.60 %	

# ADMINISTRATIVE SERVICES DEPARTMENT



## ADMINISTRATIVE SERVICES DEPARTMENT

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### **Description:**

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

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

- The Financial Services Division manages all 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, workers' 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 technology related system, security, equipment, backups, disaster recovery, and provides technical support across city departments.

## **Administrative Services Department - Continued**

### **FY 2023-24 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. Implement a modern Enterprise Resource Planning (ERP) program to modernize the City's financial system, which will include new functions related to reporting, 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 assist departments in the implementation of various computer related applications including efforts to upgrade systems with web-based modules that facilitate processing and payment by the public.
8. Continue to implement best practices to protect the City from internal and external threats.
9. Maintaining a robust backup system and strategy to retain all critical data.
10. Implement digital time keeping software to replace paper timesheets. Proposed software will link directly with financial software to reduce staff time due to manual entry and reduce data entry errors.
11. Revise the Purchasing Manual according to the Municipal Code updates and provide training to city employees on the new procedures.

## **Administrative Services Department - Continued**

12. Research and evaluate various electronic bid solicitation software and services to expand the City's vendor pool.
13. Continue to dispose of surplus equipment located in the basement of City Hall and City Council Chambers.
14. Review and update the procedural manual for solicitation of Request for Proposals/Bids and provide training to all City departments.
15. Enhance efficiencies within the Human Resources Division's Records Retention plan utilizing document imaging computer systems to improve record keeping and information retrieval with respect to various personnel and workers compensation records.
16. Continue to collaborate with departments on strategic outreach measures that recruit and retain a diverse and qualified workforce.
17. Collaborate with departments to provide continued development opportunities, including technology, leadership, risk management, and best practices.
18. Provide mandatory and compliant training within established timeframes.
19. Continue to enhance the City's Wellness Program to promote workplace wellness and help employees adopt healthy behaviors.
20. Work with each Department and bargaining group on updating and simplifying language in the City's Personnel Rules and Regulations.
21. Negotiate successor Memoranda of Understanding for five Bargaining Groups.

## **FY23-24 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 Services Director	1.00
Finance Services Manager/City Treasurer	1.00
Human Resource Administrator	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	2.00
Senior Human Resources Analyst	2.00
<b>TOTAL</b>	<b>17.00</b>

ACCOUNT TITLE		2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
DEPARTMENTAL SUMMARY		1800	ADMINISTRATIVE SERVICES			
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	1,336,615	1,446,974	1,346,900	1,393,100	1,494,900
4011	SPECIALIST PAY	400	1,000	1,000	1,000	1,000
4014	VACATION SELL BACK	20,336	7,500	24,700	24,000	25,000
4015	ALLOWANCES	2,366	1,800	5,800	5,800	5,800
4021	LONGEVITY PAY	11,680	11,500	10,700	13,600	14,800
4030	PART-TIME PERS ONLY	4,864	0	0	0	0
4032	PART-TIME NON-PERS	11,443	0	0	0	0
4130	OVERTIME	0	0	500	0	0
4241	P.E.R.S	305,470	325,700	300,700	292,100	279,700
4242	NON-PERSABLE COMPENSATIOI	4,434	4,900	4,800	4,900	5,200
4244	MEDICAL/DENTAL INSURANCE	276,971	241,700	177,000	239,100	239,100
4245	LONG TERM DISABILITY	783	1,500	800	1,500	1,500
4247	LIFE INSURANCE	2,893	3,500	3,100	3,500	3,700
4250	FICA/HOSPITAL INSURANCE	23,072	21,312	21,800	20,600	22,200
4299	VACANCY RATE	0	-60,600	0	-60,000	-62,700
Total: SALARIES & WAGES		2,001,327	2,006,786	1,897,800	1,939,200	2,030,200
SUPPLIES						
5110	OFFICE SUPPLIES	23,027	34,600	32,000	31,300	32,000
5125	PRINT SHOP	796	2,000	600	1,800	1,800
Total: SUPPLIES		23,823	36,600	32,600	33,100	33,800
OPERATING EXPENSES						
6135	LABOR RELATIONS	1,505	20,000	0	90,000	30,000
6140	LEGAL	44,519	65,000	60,000	65,000	65,000
6150	RECRUITMENT	54,668	65,500	39,000	65,500	65,000
6151	RECRUITING ADVERTISEMENT	1,788	4,000	1,500	4,000	4,000
6152	FINGERPRINTING NEW HIRES	10,877	12,000	12,000	12,000	12,000
6160	CONTRACT SERVICES	1,115,512	1,225,100	1,232,300	1,403,000	1,338,300
6310	MILEAGE	0	300	0	200	300
6505	GENERAL LIABILITY	62,400	64,500	64,500	68,200	68,500
6507	WORKERS' COMPENSATION	70,100	73,900	73,900	82,400	83,000
6730	OFFICE EQUIPMENT	5,545	12,000	11,100	14,000	14,000
6750	VEHICLE MAINTENANCE	896	600	900	900	900
6751	VEHICLE FUEL USAGE	202	600	200	400	400
6752	VEHICLE 3RD PARTY SVC	0	200	0	200	200
6910	AUDIT	23,250	33,000	30,000	33,000	33,000
6930	MEMBERSHIP & PUBLICATIONS	3,337	5,100	2,600	5,500	5,500
6940	OFFICIAL MEETINGS	3,834	13,500	7,900	16,400	20,600
6960	EQUIPMENT REPLACEMENT	188,395	642,000	642,000	266,500	75,000
6970	TRAINING	5,405	16,300	4,300	16,900	17,400
6973	ERGONOMIC EQUIPMENT	2,956	8,000	1,500	8,000	8,000
6977	EMPLOYEE SUPPORT	1,679	1,700	1,700	2,000	2,000
6978	WELLNESS PROGRAM	7,221	20,000	16,000	20,000	20,000
6986	SUPERVISOR TRAINING	4,370	16,000	8,300	16,300	16,300
Total: OPERATING EXPENSES		1,608,458	2,299,300	2,209,700	2,190,400	1,879,400
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	204,900	207,000	207,200	207,200
Total: SPECIAL PROGRAMS		0	204,900	207,000	207,200	207,200

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>Total Division:</b>		<b>3,633,609</b>	<b>4,547,586</b>	<b>4,347,100</b>	<b>4,369,900</b>	<b>4,150,600</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(3.91)%	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 1800</b>		<b>ADMIN SVCS-FINANCIAL SVCS</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	540,081	538,257	512,400	527,500	572,100
4011	SPECIALIST PAY	400	1,000	1,000	1,000	1,000
4014	VACATION SELL BACK	10,570	7,500	13,000	13,000	14,000
4015	ALLOWANCES	322	200	1,300	1,300	1,300
4021	LONGEVITY PAY	6,452	5,300	5,300	6,300	7,200
4130	OVERTIME	0	0	500	0	0
4241	P.E.R.S	123,268	122,500	116,100	111,800	108,300
4242	NON-PERSABLE COMPENSATION	1,537	1,600	1,600	1,700	1,800
4244	MEDICAL/DENTAL INSURANCE	118,151	89,800	74,300	89,800	89,800
4245	LONG TERM DISABILITY	337	600	300	600	600
4247	LIFE INSURANCE	1,057	1,200	1,100	1,300	1,300
4250	FICA/HOSPITAL INSURANCE	9,394	7,994	8,500	8,000	8,600
4299	VACANCY RATE	0	-22,800	0	-22,900	-24,200
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>811,569</b>	<b>753,151</b>	<b>735,400</b>	<b>739,400</b>	<b>781,800</b>
SUPPLIES						
5110	OFFICE SUPPLIES	10,666	12,000	12,000	12,500	12,500
5125	PRINT SHOP	0	500	0	300	300
<b>Total:</b>	<b>SUPPLIES</b>	<b>10,666</b>	<b>12,500</b>	<b>12,000</b>	<b>12,800</b>	<b>12,800</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	61,368	75,000	75,000	75,900	74,000
6505	GENERAL LIABILITY	62,400	64,500	64,500	68,200	68,500
6507	WORKERS' COMPENSATION	70,100	73,900	73,900	82,400	83,000
6730	OFFICE EQUIPMENT	0	500	0	500	500
6750	VEHICLE MAINTENANCE	896	600	900	900	900
6751	VEHICLE FUEL USAGE	202	600	200	400	400
6752	VEHICLE 3RD PARTY SVC	0	200	0	200	200
6910	AUDIT	23,250	33,000	30,000	33,000	33,000
6930	MEMBERSHIP & PUBLICATIONS	2,685	2,500	2,000	3,000	3,000
6940	OFFICIAL MEETINGS	2,427	5,500	3,000	3,500	5,000
6960	EQUIPMENT REPLACEMENT	188,395	642,000	642,000	266,500	75,000
6970	TRAINING	970	1,200	1,200	1,200	1,500
6977	EMPLOYEE SUPPORT	1,679	1,700	1,700	2,000	2,000
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>414,371</b>	<b>901,200</b>	<b>894,400</b>	<b>537,700</b>	<b>347,000</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	82,900	83,500	83,600	83,600
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>82,900</b>	<b>83,500</b>	<b>83,600</b>	<b>83,600</b>
<b>Total:</b>		<b>1,236,606</b>	<b>1,749,751</b>	<b>1,725,300</b>	<b>1,373,500</b>	<b>1,225,200</b>
<b>Fund/Division: 0011801</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(21.50) %	

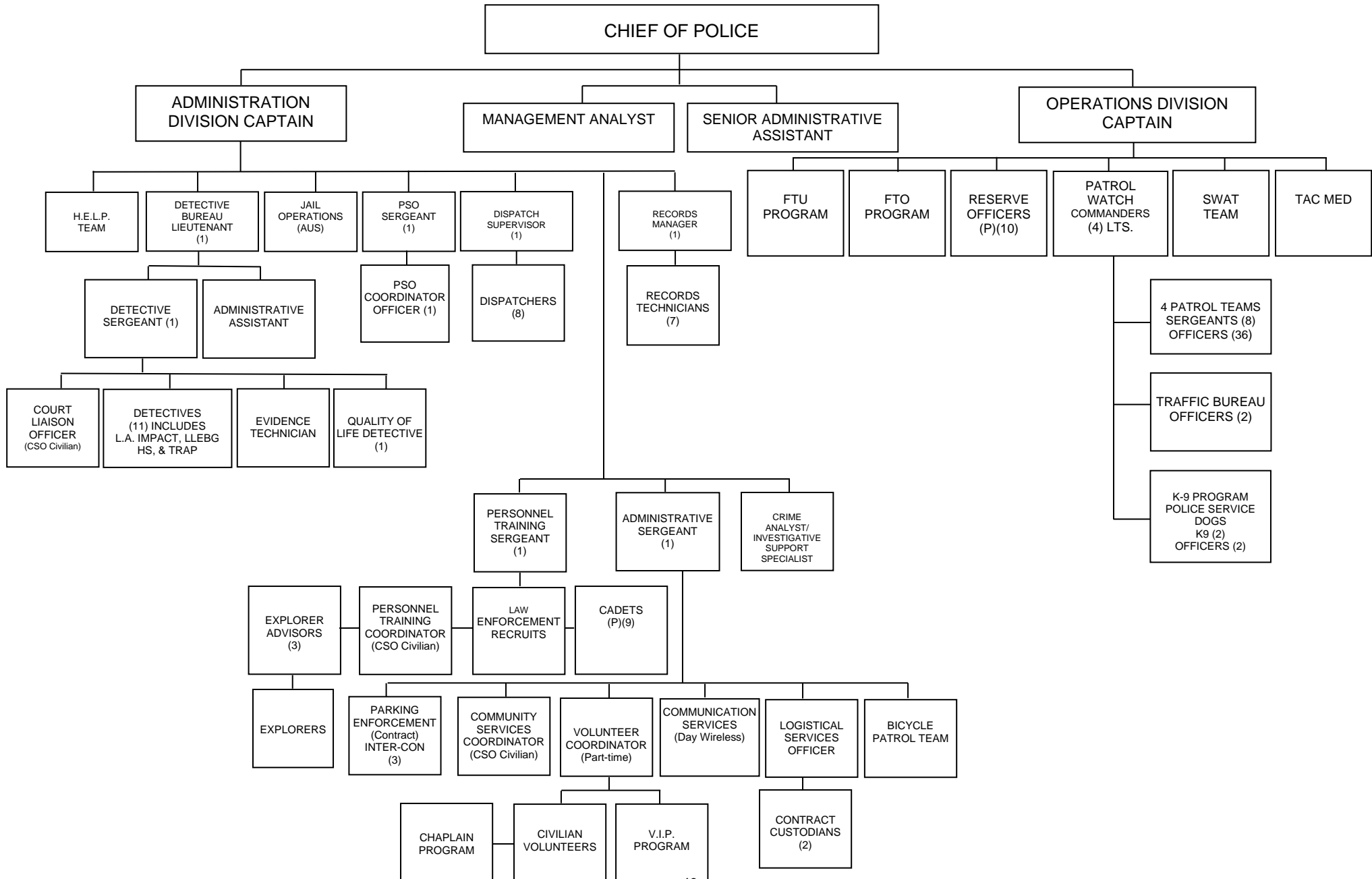
ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 1806</b>		<b>ADMIN SVCS-PURCHASING</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	130,587	138,285	139,600	138,700	144,300
4014	VACATION SELL BACK	1,926	0	2,500	2,500	2,500
4015	ALLOWANCES	257	200	1,000	1,000	1,000
4021	LONGEVITY PAY	1,426	1,600	1,600	2,100	2,100
4241	P.E.R.S	29,254	31,200	31,100	29,200	27,100
4242	NON-PERSABLE COMPENSATION	626	700	700	700	700
4244	MEDICAL/DENTAL INSURANCE	22,432	21,000	20,100	21,000	21,000
4245	LONG TERM DISABILITY	64	100	100	100	100
4247	LIFE INSURANCE	357	400	400	400	400
4250	FICA/HOSPITAL INSURANCE	1,965	2,053	2,100	2,000	2,100
4299	VACANCY RATE	0	-5,700	0	-5,900	-6,000
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>188,894</b>	<b>189,838</b>	<b>199,200</b>	<b>191,800</b>	<b>195,300</b>
SUPPLIES						
5110	OFFICE SUPPLIES	472	500	500	500	500
5125	PRINT SHOP	687	1,000	500	1,000	1,000
<b>Total:</b>	<b>SUPPLIES</b>	<b>1,159</b>	<b>1,500</b>	<b>1,000</b>	<b>1,500</b>	<b>1,500</b>
OPERATING EXPENSES						
6310	MILEAGE	0	200	0	100	200
6730	OFFICE EQUIPMENT	500	500	800	500	500
6930	MEMBERSHIP & PUBLICATIONS	130	200	100	200	200
6940	OFFICIAL MEETINGS	0	0	0	100	100
6970	TRAINING	495	2,900	0	1,500	1,700
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>1,125</b>	<b>3,800</b>	<b>900</b>	<b>2,400</b>	<b>2,700</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	18,600	19,800	19,800	19,800
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>18,600</b>	<b>19,800</b>	<b>19,800</b>	<b>19,800</b>
<b>Total:</b>		<b>191,177</b>	<b>213,738</b>	<b>220,900</b>	<b>215,500</b>	<b>219,300</b>
<b>Fund/Division: 0011806</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					0.82 %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 1807</b>		<b>ADMIN SVCS-TREASURER</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	224,702	244,105	215,700	220,600	238,000
4014	VACATION SELL BACK	3,498	0	3,500	3,500	3,500
4021	LONGEVITY PAY	2,993	3,300	2,200	2,500	2,600
4241	P.E.R.S	50,398	54,600	48,000	46,500	44,700
4242	NON-PERSABLE COMPENSATION	275	300	300	300	300
4244	MEDICAL/DENTAL INSURANCE	54,454	47,000	32,400	47,000	47,000
4245	LONG TERM DISABILITY	172	300	100	300	300
4247	LIFE INSURANCE	296	400	300	400	400
4250	FICA/HOSPITAL INSURANCE	3,960	3,629	3,500	3,300	3,600
4299	VACANCY RATE	0	-10,300	0	-9,700	-10,200
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>340,747</b>	<b>343,334</b>	<b>306,000</b>	<b>314,700</b>	<b>330,200</b>
SUPPLIES						
5110	OFFICE SUPPLIES	8,344	16,100	15,000	13,300	14,000
<b>Total:</b>	<b>SUPPLIES</b>	<b>8,344</b>	<b>16,100</b>	<b>15,000</b>	<b>13,300</b>	<b>14,000</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	302,520	343,100	335,000	358,200	375,000
6310	MILEAGE	0	100	0	100	100
6730	OFFICE EQUIPMENT	0	500	0	500	500
6930	MEMBERSHIP & PUBLICATIONS	321	600	300	500	500
6940	OFFICIAL MEETINGS	1,415	2,800	2,200	2,300	5,000
6970	TRAINING	0	500	0	500	500
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>304,257</b>	<b>347,600</b>	<b>337,500</b>	<b>362,100</b>	<b>381,600</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	33,900	34,200	34,200	34,200
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>33,900</b>	<b>34,200</b>	<b>34,200</b>	<b>34,200</b>
<b>Total:</b>		<b>653,348</b>	<b>740,934</b>	<b>692,700</b>	<b>724,300</b>	<b>760,000</b>
<b>Fund/Division: 0011807</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(2.25) %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 1808</b>		<b>ADMIN SVCS-INFO SVCS</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	170,997	179,185	180,500	180,900	188,100
4014	VACATION SELL BACK	1,926	0	2,500	2,000	2,000
4015	ALLOWANCES	1,221	1,200	2,000	2,000	2,000
4021	LONGEVITY PAY	329	300	300	1,300	1,500
4241	P.E.R.S	37,854	40,000	39,900	37,600	34,900
4242	NON-PERSABLE COMPENSATION	816	900	900	900	900
4244	MEDICAL/DENTAL INSURANCE	26,933	21,000	16,600	21,000	21,000
4245	LONG TERM DISABILITY	64	100	100	100	100
4247	LIFE INSURANCE	456	500	500	500	600
4250	FICA/HOSPITAL INSURANCE	2,912	2,553	3,000	2,600	2,800
4299	VACANCY RATE	0	-7,200	0	-7,500	-7,600
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>243,509</b>	<b>238,538</b>	<b>246,300</b>	<b>241,400</b>	<b>246,300</b>
SUPPLIES						
5110	OFFICE SUPPLIES	236	2,000	500	1,000	1,000
<b>Total:</b>	<b>SUPPLIES</b>	<b>236</b>	<b>2,000</b>	<b>500</b>	<b>1,000</b>	<b>1,000</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	713,821	762,000	772,300	833,300	843,700
6730	OFFICE EQUIPMENT	4,879	10,000	10,000	12,000	12,000
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>718,700</b>	<b>772,000</b>	<b>782,300</b>	<b>845,300</b>	<b>855,700</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	23,800	25,700	25,700	25,700
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>23,800</b>	<b>25,700</b>	<b>25,700</b>	<b>25,700</b>
<b>Total:</b>		<b>962,445</b>	<b>1,036,338</b>	<b>1,054,800</b>	<b>1,113,400</b>	<b>1,128,700</b>
<b>Fund/Division: 0011808</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					7.44 %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 1810</b>		<b>ADMIN SVCS-HUMAN RESOURCE</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	270,248	347,142	298,700	325,400	352,400
4014	VACATION SELL BACK	2,416	0	3,200	3,000	3,000
4015	ALLOWANCES	565	200	1,500	1,500	1,500
4021	LONGEVITY PAY	479	1,000	1,300	1,400	1,400
4030	PART-TIME PERS ONLY	4,864	0	0	0	0
4032	PART-TIME NON-PERS	11,443	0	0	0	0
4241	P.E.R.S	64,696	77,400	65,600	67,000	64,700
4242	NON-PERSABLE COMPENSATION	1,180	1,400	1,300	1,300	1,500
4244	MEDICAL/DENTAL INSURANCE	55,001	62,900	33,600	60,300	60,300
4245	LONG TERM DISABILITY	147	400	200	400	400
4247	LIFE INSURANCE	727	1,000	800	900	1,000
4250	FICA/HOSPITAL INSURANCE	4,842	5,083	4,700	4,700	5,100
4299	VACANCY RATE	0	-14,600	0	-14,000	-14,700
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>416,609</b>	<b>481,925</b>	<b>410,900</b>	<b>451,900</b>	<b>476,600</b>
SUPPLIES						
5110	OFFICE SUPPLIES	3,309	4,000	4,000	4,000	4,000
5125	PRINT SHOP	109	500	100	500	500
<b>Total:</b>	<b>SUPPLIES</b>	<b>3,418</b>	<b>4,500</b>	<b>4,100</b>	<b>4,500</b>	<b>4,500</b>
OPERATING EXPENSES						
6135	LABOR RELATIONS	1,505	20,000	0	90,000	30,000
6140	LEGAL	44,519	65,000	60,000	65,000	65,000
6150	RECRUITMENT	54,668	65,500	39,000	65,500	65,000
6151	RECRUITING ADVERTISEMENT	1,788	4,000	1,500	4,000	4,000
6152	FINGERPRINTING NEW HIRES	10,877	12,000	12,000	12,000	12,000
6160	CONTRACT SERVICES	37,802	45,000	50,000	135,600	45,600
6730	OFFICE EQUIPMENT	165	500	300	500	500
6930	MEMBERSHIP & PUBLICATIONS	201	1,800	200	1,800	1,800
6940	OFFICIAL MEETINGS	-8	5,200	2,700	10,500	10,500
6970	TRAINING	3,940	11,700	3,100	13,700	13,700
6973	ERGONOMIC EQUIPMENT	2,956	8,000	1,500	8,000	8,000
6978	WELLNESS PROGRAM	7,221	20,000	16,000	20,000	20,000
6986	SUPERVISOR TRAINING	4,370	16,000	8,300	16,300	16,300
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>170,005</b>	<b>274,700</b>	<b>194,600</b>	<b>442,900</b>	<b>292,400</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	45,700	43,800	43,900	43,900
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>45,700</b>	<b>43,800</b>	<b>43,900</b>	<b>43,900</b>
<b>Total:</b>		<b>590,032</b>	<b>806,825</b>	<b>653,400</b>	<b>943,200</b>	<b>817,400</b>
<b>Fund/Division: 0011810</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					16.90 %	

# POLICE DEPARTMENT



# POLICE DEPARTMENT

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## Description:

The Police Department provides law enforcement services to the community of Arcadia. The Department consists of two 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, Traffic Bureau, S.W.A.T., Force Training Unit, the Field Training Officer Program and Tac Med.

- Patrol consists of four teams that respond to all calls for emergency services, conducts initial investigations and appropriate follow up, prepares police reports, and suppresses criminal activity through proactive law enforcement.
- The 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.
- 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.
- 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.
- The Tac Med program provides emergency medical training to the police department's front-line personnel. The program provides officers with immediate lifesaving skills and equipment they can utilize to help save and protect the lives of our first responders and the community during critical incidents.

## **Police Department - Continued**

- The Honor Guard serves as the “guardian of the colors” by displaying and escorting the national flag on ceremonial occasions at official city functions. In addition, the Honor Guard provides funeral honors for fallen officers.
- The K-9 unit supplements patrol utilizing narcotic detection, suspect apprehension, and human tracking dogs.

### 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 the Detective Bureau, Records Bureau, Personnel and Training, Jail Operations, Dispatch, Professional Standards Office, the HELP Team, and Community Affairs.

- The Detective Bureau conducts follow-up investigations 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, arrests, and supporting documents.
- Personnel and Training handles the advertising, recruiting, testing, and hiring of police personnel. It is also responsible for 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.
- The Professional Standards Office is responsible for providing subject matter expertise in the areas of law enforcement reform, accountability, transparency, and liability. It is also responsible for maintaining and updating department policies and procedures.
- The Homeless Education Liaison Program (HELP) team works with the community and persons experiencing homelessness to provide outreach, education, and support with the ultimate goal of finding an alternative to life on the streets.

## **Police Department - Continued**

- The Community Affairs Office administers several community outreach programs and civic engagement functions related to crime prevention and safety.
- The Bicycle Patrol Team is an ancillary assignment where officers provide community service, directed enforcement, and high visibility policing at community events. In addition, the Bicycle Patrol Team works in conjunction with the HELP Team providing enforcement (when needed), outreach, and education to persons experiencing homelessness.

### **FY 2023-24 WORK PLAN**

1. Recruit and train all sworn and non-sworn staff within the confines of the FY 2023-24 Budget.
2. Utilize the Department's Career Development Program to develop highly trained, highly educated men and women throughout the organization.
3. Assess staffing protocols to ensure appropriate staffing levels at the field level to further combat property crimes in Arcadia.
4. Implement new objectives in the Operations Division to increase efficiency and provide better service for the community.
5. Enhance, and/or establish the Department's policies, procedures, and operational strategies to respond to emergencies and monitor recommended steps from local, state, and federal agencies for implementation with the goal of preserving the safety and well-being of the City, staff, and residents.
6. Actively participate 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. Build the Police Cadet Program to full capacity, providing for a greater number of potential police officers for the future, and allowing for diversified learning opportunities within the department.
8. Explore the potential for collaborative, regionalized police services for the future.
9. Maintain participation in the West San Gabriel Valley Mental Evaluation Team (WSGMET), the San Gabriel Valley Council of Government's Care Team and collaboration with the Los Angeles County Department of Mental

## Police Department - Continued

Health to address and combat mental health incidents and provide mental health assistance and resources to the community.

10. Provide homelessness outreach efforts through the activities of the police department'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 goal of finding an alternative to life on the streets.
11. Grow and develop traffic education, engineering, and enforcement efforts. Continue to enhance D.U.I. enforcement through grant funding for checkpoints and special operations.
12. Administer the City's False Alarm Reduction Program.
13. Support the growth and development of the Crime Analysis Unit to provide data, statistics, crime trends, criminal intelligence, and research support to the Department.
14. Continue the growth of the Business Watch Program managed by 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 the community.
15. Expand the Automated License Plate Readers (ALPRs) program via a strategic build-out plan to combat criminal activity, enhance productivity, and improve officer safety.
16. Expand the Department's use of technology and tools such as the GPS Tracking Device Program to reduce and combat criminal activities in the City.
17. 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, human tracking, and narcotics detection; ultimately increasing officer safety, apprehension of suspects, location of missing persons, and safety for the community.
18. 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 the police department and the public, mobilize community support, and enhance community understanding of law enforcement initiatives.

## **Police Department - Continued**

19. Establish participation in the Taskforce for Regional Auto theft Prevention (TRAP) Program and dedicate police resources to help deter crime in the City, specifically, Auto Theft.
20. Utilize and expand the social media team to increase interactions and timely sharing of information via various social media platforms with members of the community.

## **FY23-24 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 II	8.00
Logistical Services Officer	1.00
Management Analyst	1.00
Police Captain	2.00
Police Chief	1.00
Police Lieutenant	5.00
Police Officer	51.00
Police Record Manager	1.00
Police Records Technician I	5.00
Police Records Technician II	2.00
Police Sergeant	12.00
Property, Evidence, Crime Technician	1.00
Senior Administrative Assistant	1.00
<b>TOTAL</b>	<b>97.00</b>

ACCOUNT TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>	<b>2100</b>	<b>POLICE</b>			
SALARIES & WAGES					
4010 REGULAR EMPLOYEES	8,749,369	10,124,440	9,203,000	9,966,800	10,674,600
4011 SPECIALIST PAY	193,314	189,000	198,100	181,100	181,100
4014 VACATION SELL BACK	149,535	223,000	223,000	227,300	217,300
4015 ALLOWANCES	4,820	4,800	3,100	2,000	2,000
4021 LONGEVITY PAY	132,638	148,100	130,200	138,300	148,600
4025 RESERVE OFFICER REG PAY	12,960	80,000	60,000	60,000	60,000
4030 PART-TIME PERS ONLY	36,022	23,000	6,800	0	0
4032 PART-TIME NON-PERS	53,292	129,000	129,000	133,700	133,700
4130 OVERTIME	817,132	796,100	884,300	852,500	852,500
4131 OVERTIME-DIRECTED ENFORC	53,570	79,400	79,400	79,400	79,400
4134 SPECIAL DUTY	240,587	210,000	210,000	210,000	210,000
4137 OVERTIME-REIMBURSABLE	37,952	45,100	45,100	45,100	45,100
4138 HOLIDAY PAY	271,551	320,400	320,500	323,600	344,800
4141 RACETRACK CONTROL	13,201	168,500	50,000	120,000	80,000
4143 BAND REVIEW	11,885	14,200	12,000	14,200	14,200
4144 FILMING	49,928	37,600	37,600	39,500	39,500
4241 P.E.R.S	3,454,106	4,250,600	3,700,900	4,301,300	4,130,700
4242 NON-PERSABLE COMPENSATIOI	60,559	81,800	64,200	82,400	83,300
4244 MEDICAL/DENTAL INSURANCE	1,272,751	1,480,000	1,202,000	1,460,500	1,460,500
4245 LONG TERM DISABILITY	11,041	13,600	11,100	13,900	13,800
4247 LIFE INSURANCE	8,169	10,500	8,200	10,300	10,800
4250 FICA/HOSPITAL INSURANCE	153,679	179,003	160,200	162,500	174,000
4299 VACANCY RATE	0	-544,500	0	-549,300	-566,400
<b>Total: SALARIES &amp; WAGES</b>	<b>15,788,059</b>	<b>18,063,643</b>	<b>16,738,700</b>	<b>17,875,100</b>	<b>18,389,500</b>
SUPPLIES					
5110 OFFICE SUPPLIES	49,050	54,800	54,800	58,300	58,300
5125 PRINT SHOP	8,757	10,000	10,000	10,000	10,000
5230 BUILDING AND GROUNDS	48,316	58,300	58,300	62,300	58,300
5260 FIELDS	59,300	83,200	80,700	183,300	174,100
5261 SWAT FIELD	22,360	22,100	22,100	32,200	32,200
5262 SAFETY EQUIPMENT	22,731	21,600	21,600	21,600	21,600
5263 FTU SUPPLIES	123,913	205,503	127,700	127,700	127,700
5270 LABORATORY	8,610	11,000	11,000	11,000	11,000
5272 PRISONER	6,327	15,000	15,000	11,000	11,000
5280 UNIFORM	145,140	163,400	163,400	174,400	174,400
5320 COMMUNICATIONS	19,857	29,000	29,500	38,000	35,000
<b>Total: SUPPLIES</b>	<b>514,362</b>	<b>673,903</b>	<b>594,100</b>	<b>729,800</b>	<b>713,600</b>
OPERATING EXPENSES					
6130 INVESTIGATION	39,328	37,300	37,300	47,500	47,500
6160 CONTRACT SERVICES	1,596,886	1,908,120	1,949,700	2,097,600	2,093,700
6210 TELEPHONE	130,152	129,200	132,200	134,800	137,500
6505 GENERAL LIABILITY	401,800	415,000	415,000	438,800	440,900
6507 WORKERS' COMPENSATION	413,600	435,800	435,800	486,000	489,800
6611 ELECTRIC	230,122	245,000	250,200	267,700	286,400
6612 GAS	31,713	34,700	59,500	63,700	66,900
6614 WATER	15,106	13,000	13,000	13,000	13,000
6730 OFFICE EQUIPMENT	8,342	14,700	14,100	15,000	15,000
6750 VEHICLE MAINTENANCE	245,382	295,000	255,200	260,400	260,400

ACCOUNT TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
6751 VEHICLE FUEL USAGE	178,590	155,800	185,700	198,700	198,700
6752 VEHICLE 3RD PARTY SVC	73,315	59,400	71,300	72,400	72,400
6760 BUILDING REPAIR & MAINT	31,058	0	38,000	38,000	38,000
6930 MEMBERSHIP & PUBLICATIONS	5,736	5,500	5,500	7,300	7,300
6940 OFFICIAL MEETINGS	10,452	54,800	54,800	46,800	54,800
6960 EQUIPMENT REPLACEMENT	383,361	669,500	669,500	997,500	1,426,900
6970 TRAINING	43,458	70,400	110,100	80,100	80,100
6971 TUITION REIMBURSEMENT	10,999	17,000	12,000	17,000	17,000
6972 STC TRAINING	0	1,000	1,000	1,000	1,000
6974 K9 TRAINING	12,870	13,800	13,800	13,900	13,900
6975 SWAT TRAINING	624	3,000	5,500	9,000	9,000
6976 LER POLICE ACADEMY	1,998	18,000	18,000	18,000	18,000
6977 EMPLOYEE SUPPORT	4,909	5,200	5,200	9,700	9,700
<b>Total: OPERATING EXPENSES</b>	<b>3,869,801</b>	<b>4,601,220</b>	<b>4,752,400</b>	<b>5,333,900</b>	<b>5,797,900</b>
SPECIAL PROGRAMS					
7157 CHAPLAIN PROGRAM	0	500	500	500	500
7158 EXPLORER PROGRAM	0	1,000	1,000	1,000	1,000
7811 POB CONTRIBUTIONS	0	2,242,300	2,342,900	2,343,500	2,343,500
<b>Total: SPECIAL PROGRAMS</b>	<b>0</b>	<b>2,243,800</b>	<b>2,344,400</b>	<b>2,345,000</b>	<b>2,345,000</b>
<b>Total Division:</b>	<b>20,172,222</b>	<b>25,582,566</b>	<b>24,429,600</b>	<b>26,283,800</b>	<b>27,246,000</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				2.74 %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 2101</b>		<b>POLICE-ADMIN</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	790,948	820,388	791,200	774,300	845,300
4011	SPECIALIST PAY	8,893	9,200	9,300	9,000	9,000
4014	VACATION SELL BACK	23,760	24,000	24,000	24,000	24,000
4015	ALLOWANCES	1,928	1,900	1,400	1,000	1,000
4021	LONGEVITY PAY	19,602	21,800	19,600	18,200	18,600
4130	OVERTIME	17,866	27,300	27,300	27,300	27,300
4138	HOLIDAY PAY	6,305	8,800	8,800	8,200	9,200
4241	P.E.R.S	297,070	332,600	309,700	311,700	299,500
4242	NON-PERSABLE COMPENSATION	3,688	3,800	4,400	3,700	3,900
4244	MEDICAL/DENTAL INSURANCE	105,483	97,100	91,500	96,500	96,500
4245	LONG TERM DISABILITY	521	700	500	700	700
4247	LIFE INSURANCE	1,494	1,700	1,500	1,700	1,800
4250	FICA/HOSPITAL INSURANCE	12,786	13,145	13,200	12,400	13,500
4299	VACANCY RATE	0	-40,400	0	-38,600	-40,500
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>1,290,342</b>	<b>1,322,033</b>	<b>1,302,400</b>	<b>1,250,100</b>	<b>1,309,800</b>
SUPPLIES						
5110	OFFICE SUPPLIES	1,433	2,800	2,800	2,800	2,800
5280	UNIFORM	2,800	4,100	4,100	4,100	4,100
<b>Total:</b>	<b>SUPPLIES</b>	<b>4,233</b>	<b>6,900</b>	<b>6,900</b>	<b>6,900</b>	<b>6,900</b>
OPERATING EXPENSES						
6505	GENERAL LIABILITY	401,800	415,000	415,000	438,800	440,900
6730	OFFICE EQUIPMENT	0	600	0	0	0
6750	VEHICLE MAINTENANCE	11,516	15,000	11,300	12,500	12,500
6751	VEHICLE FUEL USAGE	6,537	6,000	6,500	7,000	7,000
6752	VEHICLE 3RD PARTY SVC	338	1,900	1,900	2,000	2,000
6940	OFFICIAL MEETINGS	1,022	1,200	1,200	1,200	1,200
6960	EQUIPMENT REPLACEMENT	383,361	669,500	669,500	997,500	1,426,900
6977	EMPLOYEE SUPPORT	4,909	5,200	5,200	9,700	9,700
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>809,483</b>	<b>1,114,400</b>	<b>1,110,600</b>	<b>1,468,700</b>	<b>1,900,200</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	190,000	201,300	201,400	201,400
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>190,000</b>	<b>201,300</b>	<b>201,400</b>	<b>201,400</b>
<b>Total:</b>		<b>2,104,058</b>	<b>2,633,333</b>	<b>2,621,200</b>	<b>2,927,100</b>	<b>3,418,300</b>
<b>Fund/Division: 0012101</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					11.16 %	

ACCOUNT TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<hr/>					
<b>DIVISION: 2102</b>	<b>POLICE-BUILDING</b>				
SUPPLIES					
5230 BUILDING AND GROUNDS	48,316	58,300	58,300	62,300	58,300
<b>Total: SUPPLIES</b>	<b>48,316</b>	<b>58,300</b>	<b>58,300</b>	<b>62,300</b>	<b>58,300</b>
OPERATING EXPENSES					
6160 CONTRACT SERVICES	194,447	200,000	220,000	220,000	220,000
6611 ELECTRIC	230,122	245,000	250,200	267,700	286,400
6612 GAS	31,713	34,700	59,500	63,700	66,900
6614 WATER	15,106	13,000	13,000	13,000	13,000
6750 VEHICLE MAINTENANCE	2,966	3,500	3,500	3,500	3,500
6751 VEHICLE FUEL USAGE	1,044	900	1,200	1,300	1,300
6752 VEHICLE 3RD PARTY SVC	123	700	700	700	700
6760 BUILDING REPAIR & MAINT	31,058	0	38,000	38,000	38,000
6930 MEMBERSHIP & PUBLICATIONS	131	0	0	0	0
<b>Total: OPERATING EXPENSES</b>	<b>506,710</b>	<b>497,800</b>	<b>586,100</b>	<b>607,900</b>	<b>629,800</b>
<hr/>					
<b>Total:</b>	<b>555,027</b>	<b>556,100</b>	<b>644,400</b>	<b>670,200</b>	<b>688,100</b>
<b>Fund/Division: 0012102</b>					
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				20.52 %	

ACCOUNT TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<hr/>					
<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	133	10,000	10,000	17,400	14,400
<b>Total: SUPPLIES</b>	<b>133</b>	<b>10,000</b>	<b>10,000</b>	<b>17,400</b>	<b>14,400</b>
OPERATING EXPENSES					
6160 CONTRACT SERVICES	81,652	127,200	127,200	127,200	127,200
6210 TELEPHONE	130,152	129,200	132,200	134,800	137,500
<b>Total: OPERATING EXPENSES</b>	<b>211,804</b>	<b>256,400</b>	<b>259,400</b>	<b>262,000</b>	<b>264,700</b>
<b>Total:</b>	<b>211,937</b>	<b>266,400</b>	<b>269,400</b>	<b>279,400</b>	<b>279,100</b>
<b>Fund/Division: 0012103</b>					
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				4.88 %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 2104</b>		<b>POLICE-TRAFFIC</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	6,153	172,700	-3,100	175,100	191,000
4014	VACATION SELL BACK	0	12,000	12,000	12,000	12,000
4130	OVERTIME	3,549	23,100	23,100	23,100	23,100
4138	HOLIDAY PAY	0	6,600	6,600	6,600	7,300
4141	RACETRACK CONTROL	13,201	168,500	50,000	120,000	80,000
4143	BAND REVIEW	11,885	14,200	12,000	14,200	14,200
4241	P.E.R.S	2,233	73,400	-1,200	78,100	78,000
4242	NON-PERSABLE COMPENSATION	0	2,400	0	0	0
4244	MEDICAL/DENTAL INSURANCE	108	32,800	0	31,600	31,600
4245	LONG TERM DISABILITY	0	300	0	400	300
4247	LIFE INSURANCE	0	100	0	0	100
4250	FICA/HOSPITAL INSURANCE	499	5,800	300	3,500	4,700
4299	VACANCY RATE	0	-15,400	0	-3,900	-3,900
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>37,628</b>	<b>496,500</b>	<b>99,700</b>	<b>460,700</b>	<b>438,400</b>
SUPPLIES						
5260	FIELDS	1,656	3,700	3,700	12,900	3,700
5280	UNIFORM	250	2,000	2,000	2,000	2,000
<b>Total:</b>	<b>SUPPLIES</b>	<b>1,906</b>	<b>5,700</b>	<b>5,700</b>	<b>14,900</b>	<b>5,700</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	210,747	200,000	237,200	254,500	254,500
6750	VEHICLE MAINTENANCE	5,823	7,800	5,000	6,000	6,000
6751	VEHICLE FUEL USAGE	2,072	1,500	1,800	2,000	2,000
6752	VEHICLE 3RD PARTY SVC	2,702	1,000	0	1,000	1,000
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>221,344</b>	<b>210,300</b>	<b>244,000</b>	<b>263,500</b>	<b>263,500</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	0	1,500	1,500	1,500
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>0</b>	<b>1,500</b>	<b>1,500</b>	<b>1,500</b>
<b>Total:</b>		<b>260,878</b>	<b>712,500</b>	<b>350,900</b>	<b>740,600</b>	<b>709,100</b>
<b>Fund/Division: 0012104</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					3.94 %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 2105</b>		<b>POLICE-INVESTIGATION</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	1,349,676	1,787,975	1,346,300	1,412,200	1,468,700
4011	SPECIALIST PAY	50,547	55,800	53,900	56,200	56,200
4014	VACATION SELL BACK	19,624	39,000	39,000	41,000	41,000
4015	ALLOWANCES	964	1,000	1,000	1,000	1,000
4021	LONGEVITY PAY	23,029	28,500	24,700	31,800	32,800
4130	OVERTIME	76,142	92,600	92,600	97,200	97,200
4137	OVERTIME-REIMBURSABLE	37,952	40,000	40,000	40,000	40,000
4138	HOLIDAY PAY	42,497	61,100	61,100	47,800	49,600
4241	P.E.R.S	568,557	809,700	587,300	665,400	611,900
4242	NON-PERSABLE COMPENSATION	7,990	16,500	8,400	11,700	11,800
4244	MEDICAL/DENTAL INSURANCE	204,766	257,300	194,400	186,600	186,600
4245	LONG TERM DISABILITY	1,949	2,500	1,800	1,800	1,800
4247	LIFE INSURANCE	1,078	1,500	1,000	1,300	1,300
4250	FICA/HOSPITAL INSURANCE	23,083	30,490	21,900	25,000	25,900
4299	VACANCY RATE	0	-80,800	0	-78,500	-78,700
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>2,407,854</b>	<b>3,143,165</b>	<b>2,473,400</b>	<b>2,540,500</b>	<b>2,547,100</b>
SUPPLIES						
5260	FIELDS	11,912	19,800	19,800	23,200	23,200
5280	UNIFORM	13,497	14,400	14,400	14,400	14,400
<b>Total:</b>	<b>SUPPLIES</b>	<b>25,409</b>	<b>34,200</b>	<b>34,200</b>	<b>37,600</b>	<b>37,600</b>
OPERATING EXPENSES						
6130	INVESTIGATION	39,328	37,300	37,300	47,500	47,500
6160	CONTRACT SERVICES	59,329	67,500	67,500	73,900	73,900
6750	VEHICLE MAINTENANCE	25,142	35,000	24,000	27,000	27,000
6751	VEHICLE FUEL USAGE	21,292	16,000	25,000	27,000	27,000
6752	VEHICLE 3RD PARTY SVC	17,116	18,500	18,500	18,500	18,500
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>162,206</b>	<b>174,300</b>	<b>172,300</b>	<b>193,900</b>	<b>193,900</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	364,300	385,300	385,400	385,400
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>364,300</b>	<b>385,300</b>	<b>385,400</b>	<b>385,400</b>
<b>Total:</b>		<b>2,595,469</b>	<b>3,715,965</b>	<b>3,065,200</b>	<b>3,157,400</b>	<b>3,164,000</b>
<b>Fund/Division: 0012105</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(15.03) %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 2106</b>		<b>POLICE-LABORATORY</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	80,469	83,571	83,500	82,900	86,200
4021	LONGEVITY PAY	1,646	1,600	1,600	2,000	2,200
4130	OVERTIME	621	2,800	2,800	2,800	2,800
4138	HOLIDAY PAY	0	3,200	3,200	3,300	3,400
4241	P.E.R.S	19,263	20,700	20,000	19,400	18,100
4244	MEDICAL/DENTAL INSURANCE	17,084	13,100	10,400	13,100	13,100
4245	LONG TERM DISABILITY	53	100	100	100	100
4247	LIFE INSURANCE	53	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	1,429	1,245	1,400	1,300	1,300
4299	VACANCY RATE	0	-3,700	0	-3,800	-3,800
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>120,619</b>	<b>122,716</b>	<b>123,100</b>	<b>121,200</b>	<b>123,500</b>
SUPPLIES						
5270	LABORATORY	8,610	11,000	11,000	11,000	11,000
<b>Total:</b>	<b>SUPPLIES</b>	<b>8,610</b>	<b>11,000</b>	<b>11,000</b>	<b>11,000</b>	<b>11,000</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	12,400	13,100	13,100	13,100
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>12,400</b>	<b>13,100</b>	<b>13,100</b>	<b>13,100</b>
<b>Total:</b>		<b>129,229</b>	<b>146,116</b>	<b>147,200</b>	<b>145,300</b>	<b>147,600</b>
<b>Fund/Division: 0012106</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(0.56) %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 2107</b>		<b>POLICE-PATROL</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	4,862,882	5,441,848	5,318,200	5,739,300	6,187,900
4011	SPECIALIST PAY	79,190	73,900	80,300	59,800	59,800
4014	VACATION SELL BACK	79,662	114,400	114,400	114,400	114,400
4015	ALLOWANCES	1,928	1,900	700	0	0
4021	LONGEVITY PAY	57,929	63,900	56,900	57,700	65,700
4025	RESERVE OFFICER REG PAY	12,960	80,000	60,000	60,000	60,000
4130	OVERTIME	457,111	437,000	537,000	490,000	490,000
4131	OVERTIME-DIRECTED ENFORCM	53,570	79,400	79,400	79,400	79,400
4134	SPECIAL DUTY	240,587	210,000	210,000	210,000	210,000
4137	OVERTIME-REIMBURSABLE	0	5,100	5,100	5,100	5,100
4138	HOLIDAY PAY	156,411	173,700	173,700	189,500	203,100
4144	FILMING	49,928	37,600	37,600	39,500	39,500
4241	P.E.R.S	2,027,397	2,417,600	2,245,400	2,642,700	2,572,200
4242	NON-PERSABLE COMPENSATION	42,383	52,600	44,700	60,600	61,100
4244	MEDICAL/DENTAL INSURANCE	621,494	744,800	638,100	800,800	800,800
4245	LONG TERM DISABILITY	6,793	7,300	7,100	8,200	8,200
4247	LIFE INSURANCE	4,177	5,300	4,300	5,500	5,700
4250	FICA/HOSPITAL INSURANCE	83,289	94,303	91,800	86,800	93,700
4299	VACANCY RATE	0	-302,100	0	-326,500	-339,200
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>8,837,692</b>	<b>9,738,551</b>	<b>9,704,700</b>	<b>10,322,800</b>	<b>10,717,400</b>
SUPPLIES						
5260	FIELDS	24,455	25,000	25,000	115,000	115,000
5261	SWAT FIELD	22,360	22,100	22,100	32,200	32,200
5262	SAFETY EQUIPMENT	21,173	20,000	20,000	20,000	20,000
5263	FTU SUPPLIES	123,913	205,503	127,700	127,700	127,700
5272	PRISONER	6,327	15,000	15,000	11,000	11,000
5280	UNIFORM	118,563	129,000	129,000	139,000	139,000
<b>Total:</b>	<b>SUPPLIES</b>	<b>316,791</b>	<b>416,603</b>	<b>338,800</b>	<b>444,900</b>	<b>444,900</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	940,597	1,150,820	1,135,000	1,213,100	1,209,200
6507	WORKERS' COMPENSATION	413,600	435,800	435,800	486,000	489,800
6750	VEHICLE MAINTENANCE	196,528	229,000	208,000	208,000	208,000
6751	VEHICLE FUEL USAGE	146,475	130,500	150,000	160,000	160,000
6752	VEHICLE 3RD PARTY SVC	52,932	36,000	50,000	50,000	50,000
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>1,750,130</b>	<b>1,982,120</b>	<b>1,978,800</b>	<b>2,117,100</b>	<b>2,117,000</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	1,318,100	1,376,000	1,376,300	1,376,300
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>1,318,100</b>	<b>1,376,000</b>	<b>1,376,300</b>	<b>1,376,300</b>
<b>Total:</b>		<b>10,904,613</b>	<b>13,455,374</b>	<b>13,398,300</b>	<b>14,261,100</b>	<b>14,655,600</b>
<b>Fund/Division: 0012107</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					5.99 %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 2108</b>		<b>POLICE-RECORDS</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	386,286	424,388	432,400	415,500	449,900
4011	SPECIALIST PAY	7,746	2,700	7,000	7,500	7,500
4014	VACATION SELL BACK	4,772	3,100	3,100	3,100	3,100
4021	LONGEVITY PAY	5,044	4,400	3,300	4,400	4,700
4130	OVERTIME	6,026	13,400	13,400	13,400	13,400
4138	HOLIDAY PAY	9,393	12,300	12,300	12,800	13,800
4241	P.E.R.S	89,979	96,300	97,400	89,100	86,000
4242	NON-PERSABLE COMPENSATION	481	500	500	400	500
4244	MEDICAL/DENTAL INSURANCE	97,065	108,900	83,400	108,900	108,900
4245	LONG TERM DISABILITY	358	800	400	800	800
4247	LIFE INSURANCE	584	800	600	700	800
4250	FICA/HOSPITAL INSURANCE	6,971	6,645	6,900	6,500	7,000
4299	VACANCY RATE	0	-19,700	0	-19,800	-20,800
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>614,706</b>	<b>654,533</b>	<b>660,700</b>	<b>643,300</b>	<b>675,600</b>
SUPPLIES						
5110	OFFICE SUPPLIES	47,617	52,000	52,000	55,000	55,000
5125	PRINT SHOP	8,757	10,000	10,000	10,000	10,000
5280	UNIFORM	4,474	6,000	6,000	6,000	6,000
<b>Total:</b>	<b>SUPPLIES</b>	<b>60,848</b>	<b>68,000</b>	<b>68,000</b>	<b>71,000</b>	<b>71,000</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	65,394	82,300	82,300	80,300	80,300
6730	OFFICE EQUIPMENT	3,249	7,000	7,000	7,000	7,000
6940	OFFICIAL MEETINGS	301	600	600	600	600
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>68,944</b>	<b>89,900</b>	<b>89,900</b>	<b>87,900</b>	<b>87,900</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	60,600	61,000	61,000	61,000
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>60,600</b>	<b>61,000</b>	<b>61,000</b>	<b>61,000</b>
<b>Total:</b>		<b>744,497</b>	<b>873,033</b>	<b>879,600</b>	<b>863,200</b>	<b>895,500</b>
<b>Fund/Division: 0012108</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(1.13) %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 2109</b>		<b>POLICE-COMMUNITY AFFAIRS</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	2,534	49,300	-5,000	0	0
4030	PART-TIME PERS ONLY	20,817	23,000	6,800	0	0
4130	OVERTIME	0	2,400	0	2,400	2,400
4138	HOLIDAY PAY	0	1,900	1,900	0	0
4241	P.E.R.S	5,154	11,400	400	0	0
4244	MEDICAL/DENTAL INSURANCE	54	13,100	0	0	0
4245	LONG TERM DISABILITY	0	100	0	0	0
4247	LIFE INSURANCE	0	100	0	0	0
4250	FICA/HOSPITAL INSURANCE	339	700	0	0	0
4299	VACANCY RATE	0	-2,400	0	-100	-100
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>28,897</b>	<b>99,600</b>	<b>4,100</b>	<b>2,300</b>	<b>2,300</b>
SUPPLIES						
5260	FIELDS	9,052	12,500	12,500	12,500	12,500
<b>Total:</b>	<b>SUPPLIES</b>	<b>9,052</b>	<b>12,500</b>	<b>12,500</b>	<b>12,500</b>	<b>12,500</b>
OPERATING EXPENSES						
6750	VEHICLE MAINTENANCE	1,694	2,400	1,700	1,700	1,700
6751	VEHICLE FUEL USAGE	186	200	200	200	200
6752	VEHICLE 3RD PARTY SVC	0	500	100	100	100
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>1,880</b>	<b>3,100</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>
SPECIAL PROGRAMS						
7157	CHAPLAIN PROGRAM	0	500	500	500	500
7158	EXPLORER PROGRAM	0	1,000	1,000	1,000	1,000
7811	POB CONTRIBUTIONS	0	3,300	3,500	3,500	3,500
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>4,800</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
<b>Total:</b>		<b>39,829</b>	<b>120,000</b>	<b>23,600</b>	<b>21,800</b>	<b>21,800</b>
<b>Fund/Division: 0012109</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(81.83) %	

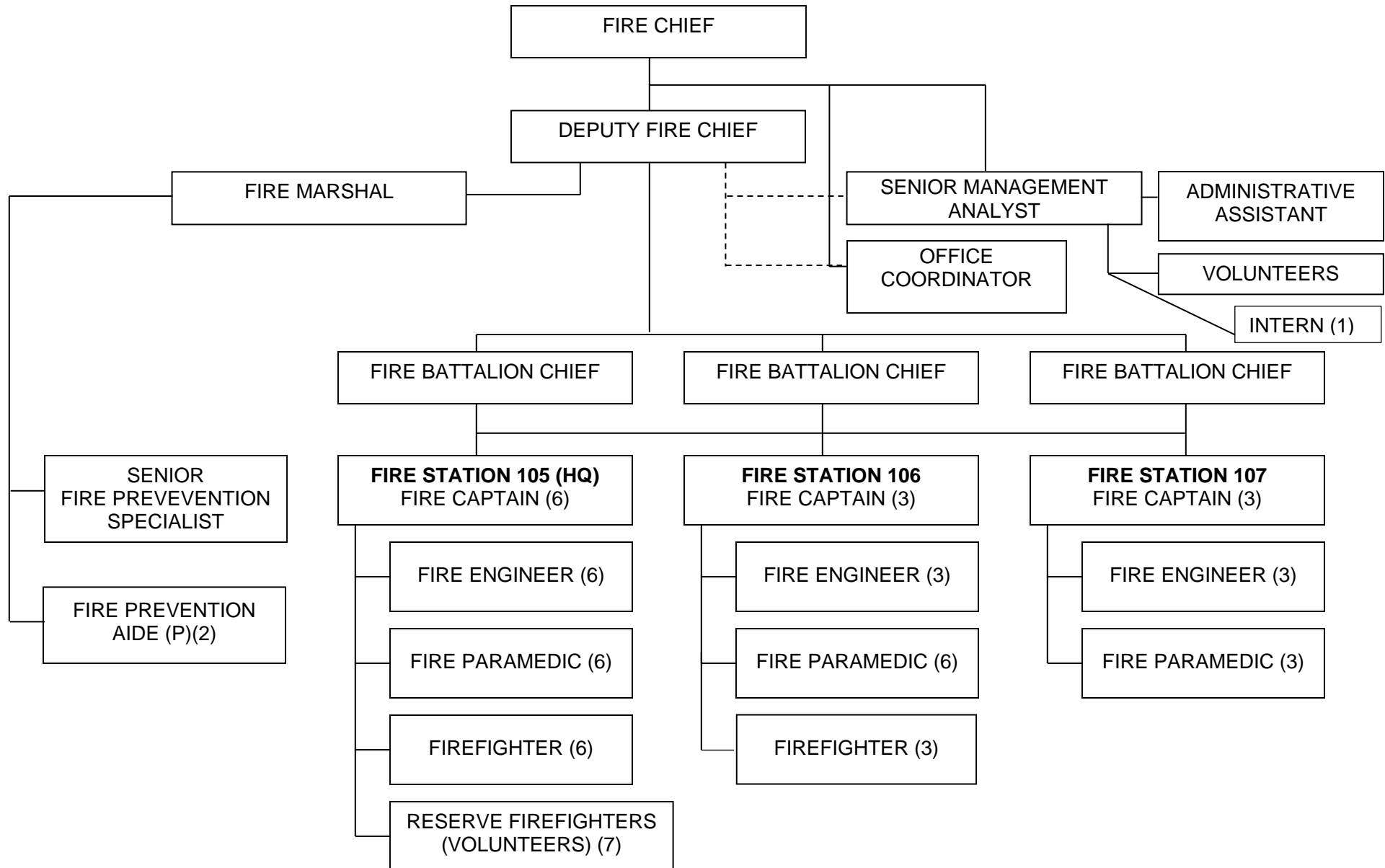
ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 2110</b>		<b>POLICE-TRAINING</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	213,014	222,388	222,900	276,000	289,800
4011	SPECIALIST PAY	8,041	8,000	8,300	8,300	8,300
4014	VACATION SELL BACK	5,993	10,000	10,000	10,000	10,000
4021	LONGEVITY PAY	8,351	8,200	8,200	8,200	8,200
4030	PART-TIME PERS ONLY	15,206	0	0	0	0
4032	PART-TIME NON-PERS	53,292	129,000	129,000	133,700	133,700
4130	OVERTIME	8,257	10,600	10,600	10,600	10,600
4138	HOLIDAY PAY	8,668	8,900	8,900	11,200	11,800
4241	P.E.R.S	89,768	94,200	91,200	107,300	98,800
4242	NON-PERSABLE COMPENSATION	1,206	1,200	1,300	1,200	1,200
4244	MEDICAL/DENTAL INSURANCE	32,410	29,500	33,600	42,000	42,000
4245	LONG TERM DISABILITY	237	300	200	400	400
4247	LIFE INSURANCE	110	100	100	200	200
4250	FICA/HOSPITAL INSURANCE	4,558	5,819	4,700	6,600	6,800
4299	VACANCY RATE	0	-15,600	0	-18,400	-18,600
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>449,107</b>	<b>512,607</b>	<b>529,000</b>	<b>597,300</b>	<b>603,200</b>
SUPPLIES						
5262	SAFETY EQUIPMENT	1,559	1,600	1,600	1,600	1,600
5280	UNIFORM	1,300	1,300	1,300	1,300	1,300
5320	COMMUNICATIONS	19,724	19,000	19,500	20,600	20,600
<b>Total:</b>	<b>SUPPLIES</b>	<b>22,582</b>	<b>21,900</b>	<b>22,400</b>	<b>23,500</b>	<b>23,500</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	37,454	40,600	40,800	87,200	87,200
6730	OFFICE EQUIPMENT	3,646	5,000	5,000	5,900	5,900
6750	VEHICLE MAINTENANCE	1,714	2,300	1,700	1,700	1,700
6751	VEHICLE FUEL USAGE	984	700	1,000	1,200	1,200
6752	VEHICLE 3RD PARTY SVC	105	800	100	100	100
6930	MEMBERSHIP & PUBLICATIONS	5,604	5,500	5,500	7,300	7,300
6940	OFFICIAL MEETINGS	9,129	53,000	53,000	45,000	53,000
6970	TRAINING	40,139	60,300	100,000	70,000	70,000
6971	TUITION REIMBURSEMENT	10,999	17,000	12,000	17,000	17,000
6972	STC TRAINING	0	1,000	1,000	1,000	1,000
6975	SWAT TRAINING	624	3,000	5,500	9,000	9,000
6976	LER POLICE ACADEMY	1,998	18,000	18,000	18,000	18,000
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>112,396</b>	<b>207,200</b>	<b>243,600</b>	<b>263,400</b>	<b>271,400</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	59,400	60,800	60,900	60,900
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>59,400</b>	<b>60,800</b>	<b>60,900</b>	<b>60,900</b>
<b>Total:</b>		<b>584,086</b>	<b>801,107</b>	<b>855,800</b>	<b>945,100</b>	<b>959,000</b>
<b>Fund/Division: 0012110</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					17.97 %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 2113</b>		<b>POLICE-DISPATCH</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	591,704	624,500	525,300	589,400	624,600
4011	SPECIALIST PAY	1,077	900	2,300	1,900	1,900
4014	VACATION SELL BACK	1,364	6,200	6,200	6,500	6,500
4021	LONGEVITY PAY	12,072	12,800	10,800	10,100	10,400
4130	OVERTIME	178,999	144,200	144,200	150,000	150,000
4138	HOLIDAY PAY	28,974	23,500	23,500	23,100	24,500
4241	P.E.R.S	144,572	150,600	127,500	135,300	128,100
4244	MEDICAL/DENTAL INSURANCE	136,432	117,800	91,900	117,800	117,800
4245	LONG TERM DISABILITY	477	900	400	900	900
4247	LIFE INSURANCE	473	600	400	600	600
4250	FICA/HOSPITAL INSURANCE	11,977	11,778	11,100	11,400	11,900
4299	VACANCY RATE	0	-32,000	0	-31,300	-32,200
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>1,108,122</b>	<b>1,061,778</b>	<b>943,600</b>	<b>1,015,700</b>	<b>1,045,000</b>
SUPPLIES						
5280	UNIFORM	1,257	2,000	2,000	3,000	3,000
<b>Total:</b>	<b>SUPPLIES</b>	<b>1,257</b>	<b>2,000</b>	<b>2,000</b>	<b>3,000</b>	<b>3,000</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	7,266	32,900	32,900	34,600	34,600
6730	OFFICE EQUIPMENT	1,448	1,500	1,500	1,500	1,500
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>8,714</b>	<b>34,400</b>	<b>34,400</b>	<b>36,100</b>	<b>36,100</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	95,700	98,000	98,000	98,000
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>95,700</b>	<b>98,000</b>	<b>98,000</b>	<b>98,000</b>
<b>Total:</b>		<b>1,118,092</b>	<b>1,193,878</b>	<b>1,078,000</b>	<b>1,152,800</b>	<b>1,182,100</b>
<b>Fund/Division: 0012113</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(3.44) %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 2114</b>		<b>POLICE SERVICE DOG (K-9)</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	217,151	230,341	224,000	233,500	242,800
4011	SPECIALIST PAY	23,569	24,200	21,900	23,200	23,200
4014	VACATION SELL BACK	9,074	6,000	6,000	6,300	6,300
4021	LONGEVITY PAY	1,667	3,100	1,300	2,100	2,200
4130	OVERTIME	63,419	32,300	32,300	34,000	34,000
4138	HOLIDAY PAY	9,165	9,700	9,700	10,000	10,300
4241	P.E.R.S	95,600	112,800	95,400	117,000	110,900
4242	NON-PERSABLE COMPENSATION	2,411	2,400	2,400	2,400	2,400
4244	MEDICAL/DENTAL INSURANCE	31,120	32,800	22,600	31,600	31,600
4245	LONG TERM DISABILITY	340	300	300	300	300
4247	LIFE INSURANCE	105	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	4,548	4,489	4,500	4,500	4,600
4299	VACANCY RATE	0	-13,600	0	-13,900	-14,000
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>458,169</b>	<b>444,930</b>	<b>420,500</b>	<b>451,100</b>	<b>454,700</b>
SUPPLIES						
5260	FIELDS	12,225	19,700	19,700	19,700	19,700
5280	UNIFORM	2,000	2,000	2,000	2,000	2,000
<b>Total:</b>	<b>SUPPLIES</b>	<b>14,225</b>	<b>21,700</b>	<b>21,700</b>	<b>21,700</b>	<b>21,700</b>
OPERATING EXPENSES						
6970	TRAINING	3,319	10,100	10,100	10,100	10,100
6974	K9 TRAINING	12,870	13,800	13,800	13,900	13,900
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>16,189</b>	<b>23,900</b>	<b>23,900</b>	<b>24,000</b>	<b>24,000</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	63,500	64,800	64,800	64,800
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>63,500</b>	<b>64,800</b>	<b>64,800</b>	<b>64,800</b>
<b>Total:</b>		<b>488,584</b>	<b>554,030</b>	<b>530,900</b>	<b>561,600</b>	<b>565,200</b>
<b>Fund/Division: 0012114</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					1.37 %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 2115</b>		<b>POLICE PROF STANDARDS</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	248,553	267,041	267,300	268,600	288,400
4011	SPECIALIST PAY	14,251	14,300	15,100	15,200	15,200
4014	VACATION SELL BACK	5,286	8,300	8,300	10,000	0
4021	LONGEVITY PAY	3,299	3,800	3,800	3,800	3,800
4130	OVERTIME	5,142	10,400	1,000	1,700	1,700
4138	HOLIDAY PAY	10,137	10,700	10,800	11,100	11,800
4241	P.E.R.S	114,512	131,300	127,800	135,300	127,200
4242	NON-PERSABLE COMPENSATION	2,400	2,400	2,500	2,400	2,400
4244	MEDICAL/DENTAL INSURANCE	26,733	32,800	36,100	31,600	31,600
4245	LONG TERM DISABILITY	312	300	300	300	300
4247	LIFE INSURANCE	96	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	4,202	4,589	4,400	4,500	4,600
4299	VACANCY RATE	0	-18,800	0	-14,500	-14,600
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>434,922</b>	<b>467,230</b>	<b>477,500</b>	<b>470,100</b>	<b>472,500</b>
SUPPLIES						
5110	OFFICE SUPPLIES	0	0	0	500	500
5260	FIELDS	0	2,500	0	0	0
5280	UNIFORM	1,000	2,600	2,600	2,600	2,600
<b>Total:</b>	<b>SUPPLIES</b>	<b>1,000</b>	<b>5,100</b>	<b>2,600</b>	<b>3,100</b>	<b>3,100</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	0	6,800	6,800	6,800	6,800
6730	OFFICE EQUIPMENT	0	600	600	600	600
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>0</b>	<b>7,400</b>	<b>7,400</b>	<b>7,400</b>	<b>7,400</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	75,000	77,600	77,600	77,600
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>75,000</b>	<b>77,600</b>	<b>77,600</b>	<b>77,600</b>
<b>Total:</b>		<b>435,922</b>	<b>554,730</b>	<b>565,100</b>	<b>558,200</b>	<b>560,600</b>
<b>Fund/Division: 0012115</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					0.63 %	

# 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 principal 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 lifesaving and property protection through fire prevention inspection, investigation, engineering efforts, arson training, public education, and community outreach activities.
- The Paramedics Division delivers emergency medical services and prehospital care with Basic Life Support (BLS) and Advanced Life Support (ALS) services. The division is also responsible for the provision of training and certification opportunities in accordance with State and County mandates and policies, as well as the procurement and maintenance of quality emergency medical equipment and supplies.
- The Suppression Division provides citizens with services relating to firefighting, hazardous material conditions, and disaster response. The division is also in charge of providing mandatory and continuous training for new recruits and in-service fire suppression members, as well as the procurement, maintenance, and specifications development of firefighting equipment and tools.

## **Fire Department - Continued**

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

### **FY 2023-24 Work Plan:**

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

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

## **Fire Department - Continued**

9. Continue to develop a Wellness Program for the Department members to maintain a high level of job performance.
10. Implement a Fire Services Impact fee for new developments to help fund heavily used and costly fire equipment resulting from continued increase in new construction projects.
11. With the termination of the City's Local Emergency from the COVID19 pandemic, the Department will continue its recovery efforts while remaining in compliance with the Los Angeles County's Department of Public Health's safety regulations.
12. Develop and enhance community outreach and engagement projects through different programs such as the Fire Explorer Program and Sidewalk CPR training, and partnership with the Arcadia Unified School District's programs such as AVID (Advancement Via Individual Determination).
13. Ensure that new commercial and residential developments meet current fire standards and codes as large-scale projects progress within the City.
14. Purchase a new Rescue Ambulance as the Department responds to ever-increasing medical emergencies in the City.

## **FY23-24 EMPLOYEE COUNT BY DEPARTMENT**

### ***FIRE DEPT***

<b><i>Position</i></b>	<b><i>FTE</i></b>
Acting Deputy Fire Chief	1.00
Administrative Assistant	1.00
Fire Battalion Chief	3.00
Fire Captain	12.00
Fire Chief	1.00
Fire Engineer	12.00
Fire Fighter	9.00
Fire Marshal	1.00
Fire Paramedic	15.00
Office Coordinator	1.00
Senior Fire Prevention Specialist	1.00
Senior Management Analyst	1.00
<b>TOTAL</b>	<b>58.00</b>

ACCOUNT TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>	<b>2200</b>	<b>FIRE</b>			
SALARIES & WAGES					
4010 REGULAR EMPLOYEES	6,629,755	7,261,955	6,685,000	7,011,300	7,474,700
4011 SPECIALIST PAY	79,697	87,000	92,200	74,600	74,600
4014 VACATION SELL BACK	35,676	37,300	37,300	38,100	39,300
4015 ALLOWANCES	6,025	5,000	5,500	5,000	5,000
4021 LONGEVITY PAY	93,974	100,100	97,300	107,100	124,300
4030 PART-TIME PERS ONLY	0	15,000	0	0	0
4032 PART-TIME NON-PERS	18,193	25,000	33,000	40,000	40,000
4130 OVERTIME	1,560,731	1,448,000	1,825,200	1,570,900	1,649,500
4132 OVERTIME-STRIKETEAM	553,895	367,500	162,800	385,900	405,200
4135 .5 OVERTIME	662,385	559,600	832,700	640,000	671,900
4136 0.5 OVERTIME STRIKETEAM	251,040	162,600	79,900	167,000	175,400
4138 HOLIDAY PAY	292,901	287,200	287,200	282,200	300,800
4139 .05 PERS FLSA PAY	125,688	145,800	131,600	153,100	160,700
4144 FILMING	51,132	38,200	52,800	46,200	48,500
4241 P.E.R.S	2,803,632	3,231,700	2,878,900	3,141,700	3,066,800
4242 NON-PERSABLE COMPENSATIOI	196,164	208,300	199,200	208,200	208,600
4244 MEDICAL/DENTAL INSURANCE	827,090	899,400	808,100	877,600	877,600
4245 LONG TERM DISABILITY	873	1,000	1,000	1,000	1,000
4247 LIFE INSURANCE	5,488	6,800	5,600	7,000	7,200
4250 FICA/HOSPITAL INSURANCE	148,822	152,807	138,600	152,400	162,000
4299 VACANCY RATE	0	-442,500	0	-446,000	-463,400
<b>Total: SALARIES &amp; WAGES</b>	<b>14,343,163</b>	<b>14,597,762</b>	<b>14,353,900</b>	<b>14,463,300</b>	<b>15,029,700</b>
SUPPLIES					
5110 OFFICE SUPPLIES	15,339	18,200	18,200	18,200	18,200
5115 PROGRAM EXPENSES	512	1,600	1,600	9,600	1,600
5121 PUBLIC EDUCATION SUPPLIES	2,689	3,300	3,300	3,300	3,300
5125 PRINT SHOP	1,154	2,500	2,500	2,700	2,700
5230 BUILDING AND GROUNDS	29,234	29,500	29,500	31,000	31,500
5260 FIELDS	111,168	122,500	147,500	159,700	167,200
5280 UNIFORM	142,403	91,500	91,500	99,100	103,900
5420 FIRE FIGHTING EQUIPMENT	9,464	9,600	9,600	10,000	10,500
<b>Total: SUPPLIES</b>	<b>311,962</b>	<b>278,700</b>	<b>303,700</b>	<b>333,600</b>	<b>338,900</b>
OPERATING EXPENSES					
6125 ARSON PROGRAM	2,168	2,000	2,000	13,500	2,500
6160 CONTRACT SERVICES	513,592	645,475	648,900	742,100	773,900
6210 TELEPHONE	52,566	54,300	59,000	60,200	61,400
6505 GENERAL LIABILITY	272,000	281,000	281,000	297,200	298,600
6507 WORKERS' COMPENSATION	360,400	379,800	379,800	423,700	426,700
6611 ELECTRIC	120,587	127,200	114,700	122,700	131,300
6612 GAS	24,002	27,000	36,000	38,500	40,400
6614 WATER	10,150	10,000	10,000	10,000	10,000
6710 COMMUNICATIONS	19,143	47,000	47,000	47,000	47,000
6730 OFFICE EQUIPMENT	380	300	300	300	300
6750 VEHICLE MAINTENANCE	207,534	257,000	241,200	237,500	237,500
6751 VEHICLE FUEL USAGE	95,004	57,100	109,800	112,800	112,800
6752 VEHICLE 3RD PARTY SVC	187,732	160,400	137,100	155,700	155,700
6760 BUILDING REPAIR & MAINT	45,548	47,100	47,100	48,700	50,000
6765 TRAINING CENTER MAINT	8,045	10,000	10,000	10,000	10,000

ACCOUNT TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
6770 PARAMEDIC EQUIPMENT	4,148	5,300	5,300	5,600	5,900
6780 PORTABLE EQUIPMENT	1,644	2,300	2,300	2,500	2,700
6903 PERMITS FEES	3,650	4,000	4,000	4,000	4,000
6905 GEMT FEES	94,762	90,300	101,800	250,000	250,000
6922 LIBRARY MATERIALS	2,776	5,700	5,800	2,800	2,900
6930 MEMBERSHIP & PUBLICATIONS	2,031	4,000	4,000	4,200	4,200
6940 OFFICIAL MEETINGS	2,134	3,200	3,700	4,100	4,100
6960 EQUIPMENT REPLACEMENT	1,154,220	1,874,900	1,874,900	1,205,100	4,237,200
6970 TRAINING	27,101	46,700	46,700	52,900	56,300
6971 TUITION REIMBURSEMENT	14,914	28,300	21,900	20,900	23,300
6977 EMPLOYEE SUPPORT	2,816	2,900	2,900	5,800	5,800
<b>Total: OPERATING EXPENSES</b>	<b>3,229,047</b>	<b>4,173,275</b>	<b>4,197,200</b>	<b>3,877,800</b>	<b>6,954,500</b>
SPECIAL PROGRAMS					
7233 AUX FIREFIGHTER PROGRAM	8,376	10,800	10,800	10,800	10,800
7811 POB CONTRIBUTIONS	0	1,753,600	1,900,000	1,900,300	1,900,300
<b>Total: SPECIAL PROGRAMS</b>	<b>8,376</b>	<b>1,764,400</b>	<b>1,910,800</b>	<b>1,911,100</b>	<b>1,911,100</b>
<b>Total Division:</b>	<b>17,892,548</b>	<b>20,814,137</b>	<b>20,765,600</b>	<b>20,585,800</b>	<b>24,234,200</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				(1.10)%	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 2201</b>		<b>FIRE-ADMIN</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	582,938	623,282	606,900	628,100	667,200
4011	SPECIALIST PAY	1,027	1,000	1,000	1,000	1,000
4014	VACATION SELL BACK	20,601	32,000	32,000	32,600	33,600
4015	ALLOWANCES	1,567	2,500	2,600	2,500	2,500
4021	LONGEVITY PAY	9,372	13,100	12,600	16,400	19,000
4030	PART-TIME PERS ONLY	0	15,000	0	0	0
4032	PART-TIME NON-PERS	0	0	8,000	15,000	15,000
4130	OVERTIME	261	0	0	0	0
4241	P.E.R.S	213,094	243,600	230,700	236,900	230,900
4242	NON-PERSABLE COMPENSATION	2,495	2,700	2,600	2,700	2,900
4244	MEDICAL/DENTAL INSURANCE	73,018	67,600	63,100	67,600	67,600
4245	LONG TERM DISABILITY	389	400	400	400	400
4247	LIFE INSURANCE	1,387	1,700	1,400	1,700	1,800
4250	FICA/HOSPITAL INSURANCE	9,205	9,778	10,200	10,100	10,700
4299	VACANCY RATE	0	-30,100	0	-30,400	-31,600
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>915,354</b>	<b>982,560</b>	<b>971,500</b>	<b>984,600</b>	<b>1,021,000</b>
SUPPLIES						
5110	OFFICE SUPPLIES	15,139	18,000	18,000	18,000	18,000
5125	PRINT SHOP	697	1,600	1,600	1,800	1,800
5260	FIELDS	0	0	0	5,000	5,000
5280	UNIFORM	289	1,800	1,800	1,800	1,800
<b>Total:</b>	<b>SUPPLIES</b>	<b>16,125</b>	<b>21,400</b>	<b>21,400</b>	<b>26,600</b>	<b>26,600</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	403,873	494,875	498,300	584,000	609,300
6730	OFFICE EQUIPMENT	380	300	300	300	300
6750	VEHICLE MAINTENANCE	7,174	10,500	14,700	11,000	11,000
6751	VEHICLE FUEL USAGE	7,567	6,500	7,500	7,500	7,500
6752	VEHICLE 3RD PARTY SVC	2,609	1,500	3,000	3,000	3,000
6922	LIBRARY MATERIALS	181	200	300	300	300
6930	MEMBERSHIP & PUBLICATIONS	1,541	2,400	2,400	2,600	2,600
6940	OFFICIAL MEETINGS	2,054	2,500	3,000	3,400	3,400
6960	EQUIPMENT REPLACEMENT	1,154,220	1,874,900	1,874,900	1,205,100	4,237,200
6970	TRAINING	3,714	6,200	6,200	7,200	7,200
6977	EMPLOYEE SUPPORT	2,816	2,900	2,900	5,800	5,800
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>1,586,130</b>	<b>2,402,775</b>	<b>2,413,500</b>	<b>1,830,200</b>	<b>4,887,600</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	135,500	144,400	144,400	144,400
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>135,500</b>	<b>144,400</b>	<b>144,400</b>	<b>144,400</b>
<b>Total:</b>		<b>2,517,609</b>	<b>3,542,235</b>	<b>3,550,800</b>	<b>2,985,800</b>	<b>6,079,600</b>
<b>Fund/Division: 0012201</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(15.71) %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 2202</b>		<b>FIRE-BUILDING</b>				
SUPPLIES						
5230	BUILDING AND GROUNDS	29,234	29,500	29,500	31,000	31,500
<b>Total:</b>	<b>SUPPLIES</b>	<b>29,234</b>	<b>29,500</b>	<b>29,500</b>	<b>31,000</b>	<b>31,500</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	53,824	58,300	58,300	62,300	65,300
6210	TELEPHONE	52,566	54,300	59,000	60,200	61,400
6611	ELECTRIC	120,587	127,200	114,700	122,700	131,300
6612	GAS	24,002	27,000	36,000	38,500	40,400
6614	WATER	10,150	10,000	10,000	10,000	10,000
6760	BUILDING REPAIR & MAINT	45,548	47,100	47,100	48,700	50,000
6765	TRAINING CENTER MAINT	8,045	10,000	10,000	10,000	10,000
6780	PORTABLE EQUIPMENT	1,644	2,300	2,300	2,500	2,700
6903	PERMITS FEES	3,650	4,000	4,000	4,000	4,000
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>320,016</b>	<b>340,200</b>	<b>341,400</b>	<b>358,900</b>	<b>375,100</b>
<b>Total:</b>		<b>349,249</b>	<b>369,700</b>	<b>370,900</b>	<b>389,900</b>	<b>406,600</b>
<b>Fund/Division: 0012202</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					5.46 %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 2204</b>		<b>FIRE-PREVENTION</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	289,220	309,735	305,300	314,800	327,400
4014	VACATION SELL BACK	4,990	5,300	5,300	5,500	5,700
4015	ALLOWANCES	603	600	600	600	600
4021	LONGEVITY PAY	8,823	9,800	9,800	3,800	3,800
4032	PART-TIME NON-PERS	18,193	25,000	25,000	25,000	25,000
4241	P.E.R.S	69,400	75,000	74,100	70,100	65,200
4242	NON-PERSABLE COMPENSATION	656	700	700	700	700
4244	MEDICAL/DENTAL INSURANCE	52,597	44,100	37,200	44,100	44,100
4245	LONG TERM DISABILITY	159	300	200	300	300
4247	LIFE INSURANCE	467	500	500	600	600
4250	FICA/HOSPITAL INSURANCE	4,965	5,148	5,000	5,000	5,200
4299	VACANCY RATE	0	-13,500	0	-14,100	-14,300
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>450,072</b>	<b>462,683</b>	<b>463,700</b>	<b>456,400</b>	<b>464,300</b>
SUPPLIES						
5121	PUBLIC EDUCATION SUPPLIES	2,689	3,300	3,300	3,300	3,300
5125	PRINT SHOP	0	500	500	500	500
5280	UNIFORM	215	1,300	1,300	1,800	1,800
<b>Total:</b>	<b>SUPPLIES</b>	<b>2,904</b>	<b>5,100</b>	<b>5,100</b>	<b>5,600</b>	<b>5,600</b>
OPERATING EXPENSES						
6125	ARSON PROGRAM	2,168	2,000	2,000	13,500	2,500
6750	VEHICLE MAINTENANCE	1,059	1,500	1,500	1,500	1,500
6751	VEHICLE FUEL USAGE	16	100	300	300	300
6752	VEHICLE 3RD PARTY SVC	221	400	100	200	200
6922	LIBRARY MATERIALS	2,095	5,000	5,000	2,000	2,100
6930	MEMBERSHIP & PUBLICATIONS	490	1,000	1,000	1,000	1,000
6940	OFFICIAL MEETINGS	80	100	100	100	100
6970	TRAINING	1,765	2,200	2,200	3,700	3,700
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>7,895</b>	<b>12,300</b>	<b>12,200</b>	<b>22,300</b>	<b>11,400</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	44,400	47,000	47,000	47,000
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>44,400</b>	<b>47,000</b>	<b>47,000</b>	<b>47,000</b>
<b>Total:</b>		<b>460,871</b>	<b>524,483</b>	<b>528,000</b>	<b>531,300</b>	<b>528,300</b>
<b>Fund/Division: 0012204</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					1.30 %	

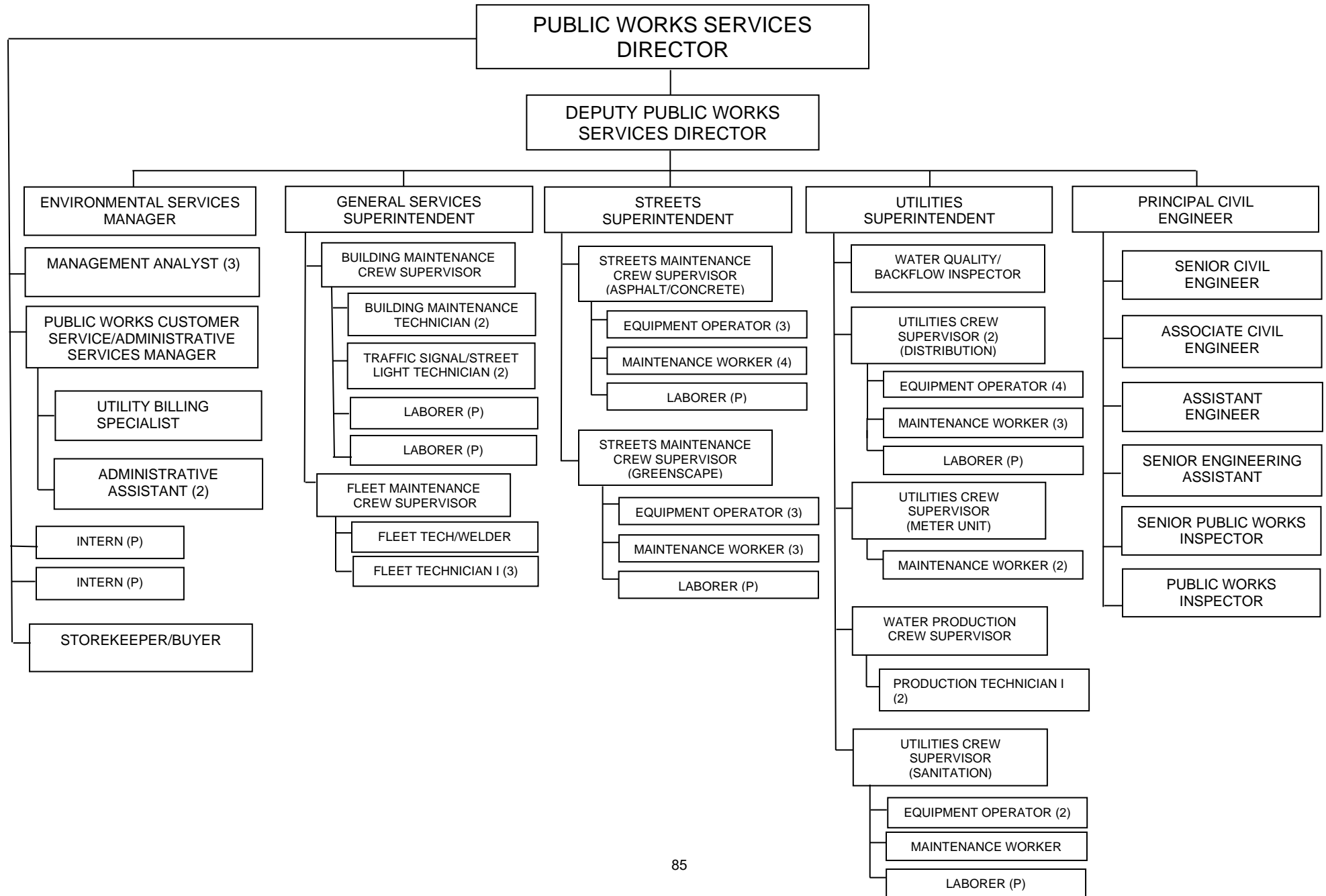
ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 2205</b>		<b>FIRE-PARAMEDICS</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	1,945,247	2,198,616	1,437,000	1,567,500	1,672,100
4011	SPECIALIST PAY	10,134	8,900	10,100	6,700	6,700
4021	LONGEVITY PAY	19,684	19,400	16,500	18,700	26,400
4130	OVERTIME	599,378	502,000	554,500	527,100	553,500
4132	OVERTIME-STRIKETEAM	144,211	85,400	24,400	89,700	94,200
4135	.5 OVERTIME	275,418	194,300	272,400	206,600	216,900
4136	0.5 OVERTIME STRIKETEAM	68,385	43,600	11,600	42,000	44,100
4138	HOLIDAY PAY	96,414	108,100	108,100	78,800	84,300
4139	.05 PERS FLSA PAY	46,176	52,200	38,000	54,800	57,500
4241	P.E.R.S	837,995	990,700	628,000	727,800	712,800
4242	NON-PERSABLE COMPENSATION	60,155	80,100	38,400	59,000	59,000
4244	MEDICAL/DENTAL INSURANCE	231,310	290,600	183,400	207,800	207,800
4247	LIFE INSURANCE	933	1,200	700	1,000	1,000
4250	FICA/HOSPITAL INSURANCE	45,382	46,579	33,100	37,500	40,000
4299	VACANCY RATE	0	-137,500	0	-108,400	-112,900
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>4,380,823</b>	<b>4,484,195</b>	<b>3,356,200</b>	<b>3,516,600</b>	<b>3,663,400</b>
SUPPLIES						
5115	PROGRAM EXPENSES	512	1,600	1,600	9,600	1,600
5260	FIELDS	87,596	98,300	123,300	129,500	136,000
<b>Total:</b>	<b>SUPPLIES</b>	<b>88,107</b>	<b>99,900</b>	<b>124,900</b>	<b>139,100</b>	<b>137,600</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	32,751	66,900	66,900	70,300	73,800
6750	VEHICLE MAINTENANCE	28,795	25,000	25,000	25,000	25,000
6751	VEHICLE FUEL USAGE	16,210	9,500	20,000	20,000	20,000
6752	VEHICLE 3RD PARTY SVC	3,956	4,500	1,000	2,500	2,500
6770	PARAMEDIC EQUIPMENT	4,148	5,300	5,300	5,600	5,900
6905	GEMT FEES	94,762	90,300	101,800	250,000	250,000
6970	TRAINING	7,066	20,400	20,400	20,400	21,800
6971	TUITION REIMBURSEMENT	635	8,300	8,300	9,200	8,300
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>188,321</b>	<b>230,200</b>	<b>248,700</b>	<b>403,000</b>	<b>407,300</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	524,500	567,900	568,000	568,000
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>524,500</b>	<b>567,900</b>	<b>568,000</b>	<b>568,000</b>
<b>Total:</b>		<b>4,657,251</b>	<b>5,338,795</b>	<b>4,297,700</b>	<b>4,626,700</b>	<b>4,776,300</b>
<b>Fund/Division: 0012205</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(13.34) %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 2206</b>		<b>FIRE-SUPPRESSION</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	3,812,351	4,130,322	4,335,800	4,500,900	4,808,000
4011	SPECIALIST PAY	68,536	77,100	81,100	66,900	66,900
4014	VACATION SELL BACK	10,084	0	0	0	0
4015	ALLOWANCES	3,856	1,900	2,300	1,900	1,900
4021	LONGEVITY PAY	56,095	57,800	58,400	68,200	75,100
4130	OVERTIME	961,092	946,000	1,270,700	1,043,800	1,096,000
4132	OVERTIME-STRIKETEAM	409,685	282,100	138,400	296,200	311,000
4135	.5 OVERTIME	386,967	365,300	560,300	433,400	455,000
4136	0.5 OVERTIME STRIKETEAM	182,654	119,000	68,300	125,000	131,300
4138	HOLIDAY PAY	196,487	179,100	179,100	203,400	216,500
4139	.05 PERS FLA PAY	79,511	93,600	93,600	98,300	103,200
4144	FILMING	51,132	38,200	52,800	46,200	48,500
4241	P.E.R.S	1,683,144	1,922,400	1,946,100	2,106,900	2,057,900
4242	NON-PERSABLE COMPENSATION	132,858	124,800	157,500	145,800	146,000
4244	MEDICAL/DENTAL INSURANCE	470,166	497,100	524,400	558,100	558,100
4245	LONG TERM DISABILITY	326	300	400	300	300
4247	LIFE INSURANCE	2,701	3,400	3,000	3,700	3,800
4250	FICA/HOSPITAL INSURANCE	89,270	91,302	90,300	99,800	106,100
4299	VACANCY RATE	0	-261,400	0	-293,100	-304,600
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>8,596,915</b>	<b>8,668,324</b>	<b>9,562,500</b>	<b>9,505,700</b>	<b>9,881,000</b>
SUPPLIES						
5260	FIELDS	18,441	19,000	19,000	20,000	21,000
5280	UNIFORM	141,900	88,400	88,400	95,500	100,300
5420	FIRE FIGHTING EQUIPMENT	9,464	9,600	9,600	10,000	10,500
<b>Total:</b>	<b>SUPPLIES</b>	<b>169,804</b>	<b>117,000</b>	<b>117,000</b>	<b>125,500</b>	<b>131,800</b>
OPERATING EXPENSES						
6505	GENERAL LIABILITY	272,000	281,000	281,000	297,200	298,600
6507	WORKERS' COMPENSATION	360,400	379,800	379,800	423,700	426,700
6710	COMMUNICATIONS	19,143	47,000	47,000	47,000	47,000
6750	VEHICLE MAINTENANCE	170,505	220,000	200,000	200,000	200,000
6751	VEHICLE FUEL USAGE	71,211	41,000	82,000	85,000	85,000
6752	VEHICLE 3RD PARTY SVC	180,946	154,000	133,000	150,000	150,000
6922	LIBRARY MATERIALS	500	500	500	500	500
6930	MEMBERSHIP & PUBLICATIONS	0	600	600	600	600
6970	TRAINING	13,556	16,500	16,500	20,000	22,000
6971	TUITION REIMBURSEMENT	14,280	20,000	13,600	11,700	15,000
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>1,102,540</b>	<b>1,160,400</b>	<b>1,154,000</b>	<b>1,235,700</b>	<b>1,245,400</b>
SPECIAL PROGRAMS						
7233	AUX FIREFIGHTER PROGRAM	8,376	10,800	10,800	10,800	10,800
7811	POB CONTRIBUTIONS	0	1,049,200	1,140,700	1,140,900	1,140,900
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>8,376</b>	<b>1,060,000</b>	<b>1,151,500</b>	<b>1,151,700</b>	<b>1,151,700</b>

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>Total:</b>		<b>9,877,635</b>	<b>11,005,724</b>	<b>11,985,000</b>	<b>12,018,600</b>	<b>12,409,900</b>
<b>Fund/Division: 0012206</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					9.20	%

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 2207</b>		<b>FIRE-EMERGENCY</b>				
SUPPLIES						
5110	OFFICE SUPPLIES	200	200	200	200	200
5125	PRINT SHOP	457	400	400	400	400
5260	FIELDS	5,131	5,200	5,200	5,200	5,200
<b>Total:</b>	<b>SUPPLIES</b>	<b>5,788</b>	<b>5,800</b>	<b>5,800</b>	<b>5,800</b>	<b>5,800</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	23,144	25,400	25,400	25,500	25,500
6940	OFFICIAL MEETINGS	0	600	600	600	600
6970	TRAINING	1,000	1,400	1,400	1,600	1,600
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>24,144</b>	<b>27,400</b>	<b>27,400</b>	<b>27,700</b>	<b>27,700</b>
<b>Total:</b>		<b>29,932</b>	<b>33,200</b>	<b>33,200</b>	<b>33,500</b>	<b>33,500</b>
<b>Fund/Division: 0012207</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					0.90 %	

# 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 66 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 2023-24 Work Plan:

1. Completion of the Annual Slurry Seal Program that includes repairing sections of damaged streets, sidewalks, curbs, and gutters.
2. Replacement of the Automatic Meter Reading (AMR) system to Advanced Metering Infrastructure (AMI). The new water meter system will prove beneficial both to the City and utility customers as it will allow instantaneous access to water usage. This will help customers to monitor their water consumption, detect possible water leaks, and improve water conservation efforts.
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. Replacement of water valves that have been identified as being broken during inspection.

## **Public Works Services Department – Continued**

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 an existing sewer line determined per the updated Sewer Master Plan. The construction of larger pipes will improve pipe capacity and 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 Longanrita 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.

## **FY23-24 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	2.00
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	3.00
Principal Civil Engineer	1.00
Public Works Customer Services Supervisor	1.00
Public Works Inspector	1.00
Public Works Services Director	1.00

## **FY23-24 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 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
Utility Billing Specialist	1.00
Water Production Crew Supervisor	1.00
Water Production Technician I	2.00
Water Quality/Backflow Inspector	1.00
<b>TOTAL</b>	<b>66.00</b>

ACCOUNT TITLE		2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
DEPARTMENTAL SUMMARY		3300	PUBLIC WORKS SERVICES			
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	1,592,551	1,892,596	1,665,300	1,831,300	1,949,800
4011	SPECIALIST PAY	205	200	200	200	200
4014	VACATION SELL BACK	8,436	14,700	9,700	12,400	12,400
4015	ALLOWANCES	971	200	1,300	1,300	1,300
4019	STAND BY PAY	23,772	19,500	20,300	21,000	21,000
4021	LONGEVITY PAY	25,484	25,500	25,500	27,800	31,800
4032	PART-TIME NON-PERS	0	39,500	17,000	39,500	39,500
4130	OVERTIME	27,810	31,300	32,800	33,800	33,800
4241	P.E.R.S	362,103	432,400	365,300	388,900	370,100
4242	NON-PERSABLE COMPENSATIOI	1,110	1,300	800	1,200	1,300
4244	MEDICAL/DENTAL INSURANCE	354,467	360,300	283,900	360,800	360,800
4245	LONG TERM DISABILITY	1,192	2,300	1,200	2,400	2,400
4247	LIFE INSURANCE	1,714	2,300	1,500	2,300	2,300
4250	FICA/HOSPITAL INSURANCE	25,800	29,477	25,500	28,100	30,200
4299	VACANCY RATE	0	-77,200	0	-82,200	-85,300
Total: SALARIES & WAGES		2,425,617	2,774,373	2,450,300	2,668,800	2,771,600
SUPPLIES						
5110	OFFICE SUPPLIES	6,908	13,800	13,800	12,600	12,600
5125	PRINT SHOP	1,247	3,300	3,300	3,300	3,300
5230	BUILDING AND GROUNDS	41,506	40,100	41,600	47,100	49,300
5260	FIELDS	135,576	139,800	143,300	143,300	143,300
5262	SAFETY EQUIPMENT	251	300	300	300	300
5280	UNIFORM	18,162	15,600	17,000	22,000	22,000
5290	STREET SIGNS	12,022	12,000	12,000	12,000	12,000
5295	NEW TREE PLANTING	3,000	3,000	3,000	3,000	3,000
5410	TOOLS	15,252	14,300	16,300	16,300	16,300
Total: SUPPLIES		233,924	242,200	250,600	259,900	262,100
OPERATING EXPENSES						
6160	CONTRACT SERVICES	1,006,378	762,200	794,700	809,300	812,700
6210	TELEPHONE	6,257	6,800	6,700	6,800	6,900
6505	GENERAL LIABILITY	74,400	76,800	76,800	81,300	81,600
6507	WORKERS' COMPENSATION	83,500	88,000	88,000	98,200	98,900
6611	ELECTRIC	227,983	238,100	264,800	282,200	300,700
6612	GAS	21,612	23,200	45,600	48,800	51,300
6614	WATER	215,780	173,700	202,300	202,300	202,300
6750	VEHICLE MAINTENANCE	138,669	151,800	131,400	142,500	144,500
6751	VEHICLE FUEL USAGE	125,648	107,200	143,100	145,500	145,500
6752	VEHICLE 3RD PARTY SVC	34,262	25,800	36,600	38,100	38,100
6760	BUILDING REPAIR & MAINT	22,541	24,700	24,700	26,000	26,000
6781	SIGNAL MAINTENANCE	22,821	20,000	20,000	22,000	23,200
6790	CONTRACT TRAFFIC MARKING	109,751	110,000	120,000	136,000	140,000
6792	CONTRACT TREE TRIMMING	373,482	329,300	329,300	356,700	346,700
6902	DISPOSAL CHARGES	10,713	12,000	12,000	13,000	13,000
6903	PERMITS FEES	30,101	30,300	30,900	31,000	31,000
6930	MEMBERSHIP & PUBLICATIONS	2,065	2,600	2,800	2,800	2,800
6940	OFFICIAL MEETINGS	445	1,600	1,400	1,600	1,600
6960	EQUIPMENT REPLACEMENT	35,666	362,800	362,800	1,515,700	1,486,200
6970	TRAINING	1,185	7,800	7,800	7,800	7,800

ACCOUNT TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
6971 TUITION REIMBURSEMENT	1,395	5,000	0	8,700	8,700
6977 EMPLOYEE SUPPORT	2,808	3,200	3,200	6,600	6,600
<b>Total: OPERATING EXPENSES</b>	<b>2,547,461</b>	<b>2,562,900</b>	<b>2,704,900</b>	<b>3,982,900</b>	<b>3,976,100</b>
SPECIAL PROGRAMS					
7265 COUNTY PARK FOUNTAIN	1,142	1,000	1,000	1,000	1,000
7302 MAINTENANCE EXPENSE	38,111	25,200	25,200	26,000	26,000
7710 SERVICE CREDIT	-535,716	-687,900	-672,900	-689,300	-719,100
7811 POB CONTRIBUTIONS	0	241,000	245,500	245,500	245,500
<b>Total: SPECIAL PROGRAMS</b>	<b>-496,463</b>	<b>-420,700</b>	<b>-401,200</b>	<b>-416,800</b>	<b>-446,600</b>
<b>Total Division:</b>	<b>4,710,538</b>	<b>5,158,773</b>	<b>5,004,600</b>	<b>6,494,800</b>	<b>6,563,200</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				25.90 %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 3301</b>		<b>PUBLIC WORKS-ADMIN</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	240,449	249,969	212,600	229,700	245,900
4011	SPECIALIST PAY	205	200	200	200	200
4014	VACATION SELL BACK	261	3,500	3,500	3,500	3,500
4015	ALLOWANCES	887	200	1,300	1,300	1,300
4019	STAND BY PAY	7,623	6,700	7,000	7,700	7,700
4021	LONGEVITY PAY	4,230	4,600	3,900	3,300	3,300
4130	OVERTIME	0	300	300	300	300
4241	P.E.R.S	54,688	56,600	48,000	48,500	46,300
4242	NON-PERSABLE COMPENSATION	420	400	400	400	500
4244	MEDICAL/DENTAL INSURANCE	42,757	34,800	25,400	34,800	34,800
4245	LONG TERM DISABILITY	127	200	100	200	200
4247	LIFE INSURANCE	327	400	300	400	400
4250	FICA/HOSPITAL INSURANCE	4,252	3,907	3,600	3,500	3,800
4299	VACANCY RATE	0	-10,500	0	-10,000	-10,400
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>356,228</b>	<b>351,276</b>	<b>306,600</b>	<b>323,800</b>	<b>337,800</b>
SUPPLIES						
5110	OFFICE SUPPLIES	6,842	13,300	13,300	12,100	12,100
5125	PRINT SHOP	1,247	1,300	1,300	1,300	1,300
5260	FIELDS	163	300	300	300	300
5280	UNIFORM	567	500	500	500	500
<b>Total:</b>	<b>SUPPLIES</b>	<b>8,819</b>	<b>15,400</b>	<b>15,400</b>	<b>14,200</b>	<b>14,200</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	26,500	27,800	27,800	29,100	30,500
6505	GENERAL LIABILITY	73,400	75,800	75,800	80,200	80,500
6507	WORKERS' COMPENSATION	64,100	67,600	67,600	75,400	76,000
6930	MEMBERSHIP & PUBLICATIONS	540	900	900	900	900
6940	OFFICIAL MEETINGS	308	700	700	700	700
6960	EQUIPMENT REPLACEMENT	35,666	362,800	362,800	1,515,700	1,486,200
6970	TRAINING	395	1,500	1,500	1,500	1,500
6971	TUITION REIMBURSEMENT	0	4,100	0	4,100	4,100
6977	EMPLOYEE SUPPORT	2,808	3,200	3,200	6,600	6,600
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>203,717</b>	<b>544,400</b>	<b>540,300</b>	<b>1,714,200</b>	<b>1,687,000</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	36,000	37,100	37,100	37,100
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>36,000</b>	<b>37,100</b>	<b>37,100</b>	<b>37,100</b>
<b>Total:</b>		<b>568,764</b>	<b>947,076</b>	<b>899,400</b>	<b>2,089,300</b>	<b>2,076,100</b>
<b>Fund/Division: 0013301</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					120.61 %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 3302</b>		<b>PUBLIC WORKS-TREE/PARKWAY</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	98,014	104,638	84,500	103,800	108,000
4014	VACATION SELL BACK	0	1,200	400	400	400
4019	STAND BY PAY	132	0	0	0	0
4021	LONGEVITY PAY	2,892	3,100	3,100	3,100	3,600
4032	PART-TIME NON-PERS	0	11,000	5,000	11,000	11,000
4130	OVERTIME	3,427	4,000	4,000	4,000	4,000
4241	P.E.R.S	23,676	25,200	20,400	23,500	22,000
4242	NON-PERSABLE COMPENSATION	156	200	200	200	200
4244	MEDICAL/DENTAL INSURANCE	22,992	18,100	14,000	18,100	18,100
4245	LONG TERM DISABILITY	66	100	100	100	100
4247	LIFE INSURANCE	139	200	100	200	200
4250	FICA/HOSPITAL INSURANCE	1,826	1,756	1,600	1,800	1,800
4299	VACANCY RATE	0	-5,000	0	-5,000	-5,100
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>153,321</b>	<b>164,494</b>	<b>133,400</b>	<b>161,200</b>	<b>164,300</b>
SUPPLIES						
5260	FIELDS	3,045	3,000	3,000	3,000	3,000
5295	NEW TREE PLANTING	3,000	3,000	3,000	3,000	3,000
5410	TOOLS	1,548	1,500	1,500	1,500	1,500
<b>Total:</b>	<b>SUPPLIES</b>	<b>7,593</b>	<b>7,500</b>	<b>7,500</b>	<b>7,500</b>	<b>7,500</b>
OPERATING EXPENSES						
6750	VEHICLE MAINTENANCE	20,732	25,300	21,000	21,000	23,000
6751	VEHICLE FUEL USAGE	16,974	14,000	18,000	18,000	18,000
6752	VEHICLE 3RD PARTY SVC	11,549	8,700	12,500	13,000	13,000
6792	CONTRACT TREE TRIMMING	373,482	329,300	329,300	356,700	346,700
6930	MEMBERSHIP & PUBLICATIONS	120	300	500	500	500
6940	OFFICIAL MEETINGS	113	300	300	300	300
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>422,970</b>	<b>377,900</b>	<b>381,600</b>	<b>409,500</b>	<b>401,500</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	15,700	16,000	16,000	16,000
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>15,700</b>	<b>16,000</b>	<b>16,000</b>	<b>16,000</b>
<b>Total:</b>		<b>583,883</b>	<b>565,594</b>	<b>538,500</b>	<b>594,200</b>	<b>589,300</b>
<b>Fund/Division: 0013302</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					5.06 %	

ACCOUNT TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 3303 GREENSCAPE MAINTENANCE</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					
5230 BUILDING AND GROUNDS	15,636	15,400	15,400	20,400	20,400
5260 FIELDS	16,115	16,000	16,000	16,000	16,000
5410 TOOLS	300	300	300	300	300
<b>Total: SUPPLIES</b>	<b>32,051</b>	<b>31,700</b>	<b>31,700</b>	<b>36,700</b>	<b>36,700</b>
OPERATING EXPENSES					
6160 CONTRACT SERVICES	703,342	476,600	491,600	497,200	497,200
6210 TELEPHONE	1,025	1,100	1,100	1,100	1,100
6611 ELECTRIC	4,556	5,800	2,900	3,100	3,300
6614 WATER	214,465	172,000	200,000	200,000	200,000
6750 VEHICLE MAINTENANCE	1,690	2,000	1,400	1,500	1,500
6751 VEHICLE FUEL USAGE	702	500	500	500	500
6752 VEHICLE 3RD PARTY SVC	571	700	700	700	700
6940 OFFICIAL MEETINGS	25	200	200	200	200
<b>Total: OPERATING EXPENSES</b>	<b>926,375</b>	<b>658,900</b>	<b>698,400</b>	<b>704,300</b>	<b>704,500</b>
<b>Total:</b>	<b>958,427</b>	<b>690,600</b>	<b>730,100</b>	<b>741,000</b>	<b>741,200</b>
<b>Fund/Division: 0013303</b>					
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				7.30 %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 3304</b>		<b>PUBLIC WORKS-STREETS</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	674,344	762,740	730,400	756,400	802,000
4014	VACATION SELL BACK	1,518	3,500	2,000	2,000	2,000
4015	ALLOWANCES	84	0	0	0	0
4019	STAND BY PAY	456	0	0	0	0
4021	LONGEVITY PAY	9,296	8,000	9,500	11,200	14,300
4032	PART-TIME NON-PERS	0	13,500	5,000	13,500	13,500
4130	OVERTIME	7,383	8,500	8,500	8,500	8,500
4241	P.E.R.S	152,096	171,100	163,900	161,000	152,900
4242	NON-PERSABLE COMPENSATION	160	200	200	200	200
4244	MEDICAL/DENTAL INSURANCE	157,574	152,900	127,200	152,900	152,900
4245	LONG TERM DISABILITY	560	1,100	600	1,100	1,100
4247	LIFE INSURANCE	630	800	700	800	800
4250	FICA/HOSPITAL INSURANCE	10,217	11,567	10,800	11,400	12,100
4299	VACANCY RATE	0	-32,000	0	-33,600	-34,800
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>1,014,318</b>	<b>1,101,907</b>	<b>1,058,800</b>	<b>1,085,400</b>	<b>1,125,500</b>
SUPPLIES						
5260	FIELDS	82,012	85,000	85,000	85,000	85,000
5280	UNIFORM	9,989	9,000	9,000	12,000	12,000
5290	STREET SIGNS	12,022	12,000	12,000	12,000	12,000
5410	TOOLS	6,231	5,500	6,000	6,000	6,000
<b>Total:</b>	<b>SUPPLIES</b>	<b>110,254</b>	<b>111,500</b>	<b>112,000</b>	<b>115,000</b>	<b>115,000</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	98	0	0	0	0
6210	TELEPHONE	929	1,000	1,000	1,000	1,000
6750	VEHICLE MAINTENANCE	44,952	55,000	40,000	50,000	50,000
6751	VEHICLE FUEL USAGE	34,850	27,000	36,000	36,000	36,000
6752	VEHICLE 3RD PARTY SVC	5,212	9,500	4,500	5,000	5,000
6790	CONTRACT TRAFFIC MARKING	109,751	110,000	120,000	136,000	140,000
6902	DISPOSAL CHARGES	9,440	10,000	10,000	11,000	11,000
6940	OFFICIAL MEETINGS	0	400	200	400	400
6970	TRAINING	0	300	300	300	300
6971	TUITION REIMBURSEMENT	1,395	900	0	4,600	4,600
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>206,626</b>	<b>214,100</b>	<b>212,000</b>	<b>244,300</b>	<b>248,300</b>
SPECIAL PROGRAMS						
7302	MAINTENANCE EXPENSE	38,111	25,200	25,200	26,000	26,000
7811	POB CONTRIBUTIONS	0	102,000	103,100	103,100	103,100
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>38,111</b>	<b>127,200</b>	<b>128,300</b>	<b>129,100</b>	<b>129,100</b>
<b>Total:</b>		<b>1,369,309</b>	<b>1,554,707</b>	<b>1,511,100</b>	<b>1,573,800</b>	<b>1,617,900</b>
<b>Fund/Division: 0013304</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					1.23 %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 3305</b>		<b>PUBLIC WORKS-TRAFFIC SGNL</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	37,308	38,435	39,300	39,500	41,000
4014	VACATION SELL BACK	603	700	1,000	700	700
4019	STAND BY PAY	415	500	500	500	500
4021	LONGEVITY PAY	960	1,100	1,100	1,100	1,100
4130	OVERTIME	2,844	3,500	5,000	5,000	5,000
4241	P.E.R.S	8,958	9,200	9,500	8,900	8,300
4244	MEDICAL/DENTAL INSURANCE	6,862	6,900	6,800	6,900	6,900
4245	LONG TERM DISABILITY	27	0	0	0	0
4247	LIFE INSURANCE	26	0	0	0	0
4250	FICA/HOSPITAL INSURANCE	535	722	600	700	700
4299	VACANCY RATE	0	-1,800	0	-1,900	-1,900
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>58,538</b>	<b>59,257</b>	<b>63,800</b>	<b>61,400</b>	<b>62,300</b>
SUPPLIES						
5260	FIELDS	10,089	11,500	11,500	11,500	11,500
5410	TOOLS	1,313	1,000	1,000	1,000	1,000
<b>Total:</b>	<b>SUPPLIES</b>	<b>11,402</b>	<b>12,500</b>	<b>12,500</b>	<b>12,500</b>	<b>12,500</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	49,663	48,000	48,000	51,000	51,000
6611	ELECTRIC	56,169	52,400	59,800	62,800	65,900
6750	VEHICLE MAINTENANCE	7,945	5,000	5,000	5,500	5,500
6751	VEHICLE FUEL USAGE	7,690	4,000	8,000	8,000	8,000
6752	VEHICLE 3RD PARTY SVC	1,602	1,000	5,000	5,000	5,000
6781	SIGNAL MAINTENANCE	22,821	20,000	20,000	22,000	23,200
6970	TRAINING	790	1,000	1,000	1,000	1,000
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>146,680</b>	<b>131,400</b>	<b>146,800</b>	<b>155,300</b>	<b>159,600</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	5,700	6,100	6,100	6,100
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>5,700</b>	<b>6,100</b>	<b>6,100</b>	<b>6,100</b>
<b>Total:</b>		<b>216,619</b>	<b>208,857</b>	<b>229,200</b>	<b>235,300</b>	<b>240,500</b>
<b>Fund/Division: 0013305</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					12.66 %	

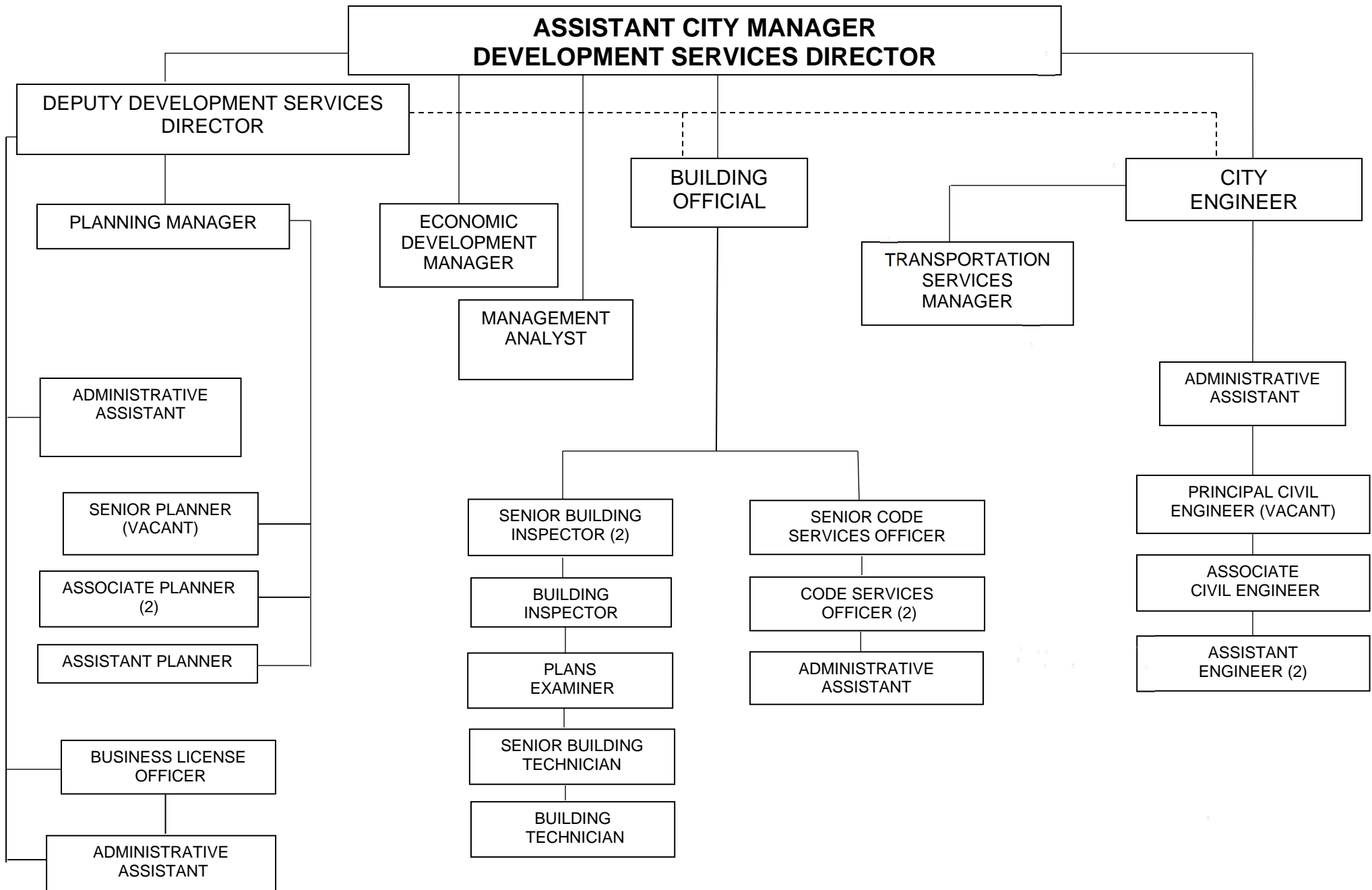
ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 3307</b>		<b>PUBLIC WORKS-STREET CLEAN</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	171,547	178,976	178,800	176,800	183,500
4014	VACATION SELL BACK	2,329	3,500	2,500	3,500	3,500
4021	LONGEVITY PAY	5,405	5,400	5,400	5,100	5,100
4130	OVERTIME	7,937	8,000	8,000	9,000	9,000
4241	P.E.R.S	41,395	42,900	43,000	40,000	37,100
4244	MEDICAL/DENTAL INSURANCE	34,580	34,500	33,200	34,500	34,500
4245	LONG TERM DISABILITY	133	200	100	200	200
4247	LIFE INSURANCE	131	200	100	200	200
4250	FICA/HOSPITAL INSURANCE	2,514	2,911	2,800	2,700	2,900
4299	VACANCY RATE	0	-5,700	0	-7,800	-7,900
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>265,972</b>	<b>270,887</b>	<b>273,900</b>	<b>264,200</b>	<b>268,100</b>
SUPPLIES						
5260	FIELDS	6,045	7,000	7,000	7,000	7,000
<b>Total:</b>	<b>SUPPLIES</b>	<b>6,045</b>	<b>7,000</b>	<b>7,000</b>	<b>7,000</b>	<b>7,000</b>
OPERATING EXPENSES						
6614	WATER	50	300	300	300	300
6750	VEHICLE MAINTENANCE	53,506	55,000	55,000	55,000	55,000
6751	VEHICLE FUEL USAGE	55,543	52,800	70,000	72,000	72,000
6752	VEHICLE 3RD PARTY SVC	12,688	4,500	12,500	13,000	13,000
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>121,787</b>	<b>112,600</b>	<b>137,800</b>	<b>140,300</b>	<b>140,300</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	26,800	28,100	28,100	28,100
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>26,800</b>	<b>28,100</b>	<b>28,100</b>	<b>28,100</b>
<b>Total:</b>		<b>393,803</b>	<b>417,287</b>	<b>446,800</b>	<b>439,600</b>	<b>443,500</b>
<b>Fund/Division: 0013307</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					5.35 %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 3309</b>		<b>FACILITY MAINTENANCE</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	82,715	165,842	57,400	154,600	168,900
4014	VACATION SELL BACK	1,265	300	300	300	300
4019	STAND BY PAY	814	800	800	800	800
4021	LONGEVITY PAY	0	300	0	600	700
4032	PART-TIME NON-PERS	0	15,000	7,000	15,000	15,000
4130	OVERTIME	3,976	4,000	4,000	4,000	4,000
4241	P.E.R.S	18,093	42,000	8,900	31,300	30,500
4242	NON-PERSABLE COMPENSATION	128	200	0	100	100
4244	MEDICAL/DENTAL INSURANCE	19,677	32,800	8,100	33,300	33,300
4245	LONG TERM DISABILITY	61	100	0	200	200
4247	LIFE INSURANCE	123	200	0	200	200
4250	FICA/HOSPITAL INSURANCE	1,434	2,727	800	2,500	2,800
4299	VACANCY RATE	0	-5,100	0	-7,300	-7,700
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>128,285</b>	<b>259,169</b>	<b>87,300</b>	<b>235,600</b>	<b>249,100</b>
SUPPLIES						
5230	BUILDING AND GROUNDS	25,507	24,000	25,500	26,000	28,200
5260	FIELDS	4,340	4,000	4,000	4,000	4,000
5280	UNIFORM	3,097	2,800	3,000	5,000	5,000
5410	TOOLS	543	500	500	500	500
<b>Total:</b>	<b>SUPPLIES</b>	<b>33,488</b>	<b>31,300</b>	<b>33,000</b>	<b>35,500</b>	<b>37,700</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	125,249	130,500	148,000	148,000	150,000
6210	TELEPHONE	4,303	4,700	4,600	4,700	4,800
6611	ELECTRIC	144,586	153,800	171,700	183,800	196,700
6612	GAS	20,992	22,500	44,500	47,600	50,000
6614	WATER	810	800	1,300	1,300	1,300
6750	VEHICLE MAINTENANCE	4,736	4,000	4,000	4,000	4,000
6751	VEHICLE FUEL USAGE	5,393	4,700	7,000	7,000	7,000
6752	VEHICLE 3RD PARTY SVC	297	400	400	400	400
6760	BUILDING REPAIR & MAINT	22,541	24,700	24,700	26,000	26,000
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>328,907</b>	<b>346,100</b>	<b>406,200</b>	<b>422,800</b>	<b>440,200</b>
SPECIAL PROGRAMS						
7265	COUNTY PARK FOUNTAIN	1,142	1,000	1,000	1,000	1,000
7811	POB CONTRIBUTIONS	0	14,300	12,300	12,300	12,300
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>1,142</b>	<b>15,300</b>	<b>13,300</b>	<b>13,300</b>	<b>13,300</b>
<b>Total:</b>		<b>491,823</b>	<b>651,869</b>	<b>539,800</b>	<b>707,200</b>	<b>740,300</b>
<b>Fund/Division: 0013309</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					8.49 %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 3321</b>		<b>PUBLIC WORK-STORMWATER</b>				
SUPPLIES						
5125	PRINT SHOP	0	2,000	2,000	2,000	2,000
<b>Total:</b>	<b>SUPPLIES</b>	<b>0</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	101,525	79,300	79,300	84,000	84,000
6903	PERMITS FEES	25,000	25,000	25,000	25,000	25,000
6930	MEMBERSHIP & PUBLICATIONS	1,405	1,400	1,400	1,400	1,400
6970	TRAINING	0	2,000	2,000	2,000	2,000
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>127,930</b>	<b>107,700</b>	<b>107,700</b>	<b>112,400</b>	<b>112,400</b>
<b>Total:</b>		<b>127,930</b>	<b>109,700</b>	<b>109,700</b>	<b>114,400</b>	<b>114,400</b>
<b>Fund/Division: 0013321</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					4.28 %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 3331</b>		<b>PUBLIC WORK-GARAGE</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	288,174	391,996	362,300	370,500	400,500
4014	VACATION SELL BACK	2,460	2,000	0	2,000	2,000
4019	STAND BY PAY	14,332	11,500	12,000	12,000	12,000
4021	LONGEVITY PAY	2,701	3,000	2,500	3,400	3,700
4130	OVERTIME	2,244	3,000	3,000	3,000	3,000
4241	P.E.R.S	63,198	85,400	71,600	75,700	73,000
4242	NON-PERSABLE COMPENSATION	246	300	0	300	300
4244	MEDICAL/DENTAL INSURANCE	70,025	80,300	69,200	80,300	80,300
4245	LONG TERM DISABILITY	218	600	300	600	600
4247	LIFE INSURANCE	337	500	300	500	500
4250	FICA/HOSPITAL INSURANCE	5,021	5,887	5,300	5,500	6,100
4299	VACANCY RATE	0	-17,100	0	-16,600	-17,500
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>448,955</b>	<b>567,383</b>	<b>526,500</b>	<b>537,200</b>	<b>564,500</b>
SUPPLIES						
5110	OFFICE SUPPLIES	66	500	500	500	500
5230	BUILDING AND GROUNDS	362	700	700	700	700
5260	FIELDS	13,767	13,000	16,500	16,500	16,500
5262	SAFETY EQUIPMENT	251	300	300	300	300
5280	UNIFORM	4,509	3,300	4,500	4,500	4,500
5410	TOOLS	5,317	5,500	7,000	7,000	7,000
<b>Total:</b>	<b>SUPPLIES</b>	<b>24,272</b>	<b>23,300</b>	<b>29,500</b>	<b>29,500</b>	<b>29,500</b>
OPERATING EXPENSES						
6505	GENERAL LIABILITY	1,000	1,000	1,000	1,100	1,100
6507	WORKERS' COMPENSATION	19,400	20,400	20,400	22,800	22,900
6611	ELECTRIC	22,672	26,100	30,400	32,500	34,800
6612	GAS	620	700	1,100	1,200	1,300
6614	WATER	455	600	700	700	700
6750	VEHICLE MAINTENANCE	5,109	5,500	5,000	5,500	5,500
6751	VEHICLE FUEL USAGE	4,496	4,200	3,600	4,000	4,000
6752	VEHICLE 3RD PARTY SVC	2,343	1,000	1,000	1,000	1,000
6902	DISPOSAL CHARGES	1,273	2,000	2,000	2,000	2,000
6903	PERMITS FEES	5,101	5,300	5,900	6,000	6,000
6970	TRAINING	0	3,000	3,000	3,000	3,000
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>62,469</b>	<b>69,800</b>	<b>74,100</b>	<b>79,800</b>	<b>82,300</b>
SPECIAL PROGRAMS						
7710	SERVICE CREDIT	-535,716	-687,900	-672,900	-689,300	-719,100
7811	POB CONTRIBUTIONS	0	40,500	42,800	42,800	42,800
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>-535,716</b>	<b>-647,400</b>	<b>-630,100</b>	<b>-646,500</b>	<b>-676,300</b>
<b>Total:</b>		<b>-20</b>	<b>13,083</b>	<b>0</b>		<b>0</b>
<b>Fund/Division: 0013331</b>						
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:

- **Engineering Services** manages capital improvement projects such as street repaving and reconstruction, plans intersection widening and traffic signal improvements, provides plan check services on development projects, issue 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, housing policy, Code Amendments, and Specific Plans.
- **Economic Development Services** 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 businesses and recruit new businesses.
- **Building Services** reviews and inspects all new construction in the City. Building Inspectors, along with in-house and 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 assist residents on options for improving their property.
- **Business License Services** handles City licensing functions related to new businesses, home occupations, and contractors and vendors

## Development Services Department - Continued

throughout the City. Business License staff also process filming requests and conduct field inspections to ensure businesses are operating legally.

- **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, property disputes, and City Attorney cases.
- **Transportation Services** manages the operation of the Arcadia Transit Dial-a-Ride program and fixed route service 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 2023-24 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 major pavement rehabilitation projects, alley improvements, ADA sidewalk and ramp projects, and parking lot modifications.
2. Continue to process large development projects throughout the City, including the Hilton Hotel and Home 2 Suites Hotels, Alexan Mixed Use Project and Alexan Arroyo Project, Huntington Parkview Mixed-Use Project, and Vons Headquarters site.
3. Manage an aggressive implementation plan for the City's Housing Element. This includes multiple re-zoning efforts, an inclusionary housing ordinance, and text amendments to reduce barriers to affordable housing. In addition, development programs and processes must be created to react to new housing laws and requirements at the State level.
4. Continue to make adjustments and improvements to the Arcadia Transit fixed route system and work with regional and local partners to provide transportation options to Chantry Flat and/or other specific transit services.
5. Continue significant and cutting-edge upgrades to the City's traffic signal network, including technological advancements and cameras to improve traffic flow, removal of mid-block crosswalks, addition of safety features, etc.

## **Development Services Department - Continued**

6. Complete a significant update to the City's Business License Code, modernizing processes and making our codes more user and business friendly.
7. Focus on streamlining departmental processes related to plan check and the development process to complete a true "one-stop-shop" for applicants and developers, including the implementation of e-plan reviews.
8. 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.
9. Continue close coordination with the Santa Anita Racetrack on their efforts to continue to provide safe, successful horse racing in Arcadia, including the 2023 Breeders' Cup; as well as any efforts to promote special events or to discuss development projects.
10. Continue "quality of life" code compliance efforts related to massage uses, cannabis uses, short-term rentals, unoccupied homes, vacant properties, and other issues.
11. Cooperate closely with the Shops at Santa Anita as the former Westfield Mall evolves into its new management structure and leadership. Provide any and all assistance the City can to ensure a successful transition at the center.
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 upgrade the City's Geographic Information Systems (GIS) capabilities and compatibility.
14. Implement the economic development programs funded by the American Rescue Plan Act funds in the form of small business grants, permit assistance funds, coordination with the Chamber of Commerce, and holding sponsorships.

## **FY23-24 EMPLOYEE COUNT BY DEPARTMENT**

### ***DEVELOPMENT SERVICES***

<b><i>Position</i></b>	<b><i>FTE</i></b>
Administrative Assistant	4.00
Assistant City Manager/DSD Director	1.00
Assistant Engineer	2.00
Assistant Planner	1.00
Associate Civil Engineer	1.00
Associate Planner	2.00
Building Inspector	1.00
Building Official	1.00
Building Technician I	1.00
Business License Officer	1.00
City Engineer	1.00
Code Service Officer	2.00
Deputy Development Services Director	1.00
Economic Development Manager	1.00
Management Analyst	1.00
Planning Services Manager	1.00
Plans Examiner	1.00
Senior Building Inspector	2.00

## **FY23-24 EMPLOYEE COUNT BY DEPARTMENT**

### ***DEVELOPMENT SERVICES***

<b><i>Position</i></b>	<b><i>FTE</i></b>
Senior Building Technician	1.00
Senior Code Services Officer	1.00
Transportation Services Manager	1.00
<b>TOTAL</b>	<b>28.00</b>

ACCOUNT TITLE		2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
DEPARTMENTAL SUMMARY		4100	DEVELOPMENT SERVICES			
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	2,235,204	2,490,471	2,198,100	2,311,000	2,512,500
4011	SPECIALIST PAY	2,173	2,000	2,700	3,100	3,100
4014	VACATION SELL BACK	24,595	26,600	17,900	22,600	23,100
4015	ALLOWANCES	8,615	8,500	6,900	6,100	6,100
4021	LONGEVITY PAY	22,282	23,800	16,600	19,400	21,800
4030	PART-TIME PERS ONLY	113	0	0	0	0
4032	PART-TIME NON-PERS	14,645	15,100	12,000	30,100	30,100
4130	OVERTIME	2,142	5,300	1,000	4,300	4,300
4241	P.E.R.S	492,056	565,600	487,300	483,700	469,500
4242	NON-PERSABLE COMPENSATIOI	4,369	4,900	4,300	4,400	4,700
4244	MEDICAL/DENTAL INSURANCE	372,652	374,100	290,800	370,100	370,100
4245	LONG TERM DISABILITY	1,266	2,500	1,300	2,400	2,400
4247	LIFE INSURANCE	3,309	4,200	3,300	3,900	4,000
4250	FICA/HOSPITAL INSURANCE	35,565	37,096	33,700	34,600	37,500
4299	VACANCY RATE	0	-102,300	0	-98,800	-104,700
Total: SALARIES & WAGES		3,218,987	3,457,867	3,075,900	3,196,900	3,384,500
SUPPLIES						
5110	OFFICE SUPPLIES	39,528	41,000	35,800	40,800	40,800
5125	PRINT SHOP	10,972	17,800	12,700	17,900	17,900
5280	UNIFORM	2,322	3,600	3,600	3,600	3,600
Total: SUPPLIES		52,821	62,400	52,100	62,300	62,300
OPERATING EXPENSES						
6160	CONTRACT SERVICES	602,328	632,500	548,700	738,400	558,200
6165	PLAN CHECK SERVICES	495,624	675,000	646,000	590,000	490,000
6310	MILEAGE	79	1,200	0	800	800
6505	GENERAL LIABILITY	87,000	89,900	89,900	95,100	95,500
6507	WORKERS' COMPENSATION	44,100	46,500	46,500	51,900	52,200
6730	OFFICE EQUIPMENT	8,721	7,600	7,300	7,300	7,300
6750	VEHICLE MAINTENANCE	10,492	12,700	10,500	11,500	11,500
6751	VEHICLE FUEL USAGE	6,812	5,400	7,700	8,200	8,200
6752	VEHICLE 3RD PARTY SVC	661	1,000	700	1,000	1,000
6903	PERMITS FEES	150	300	200	300	300
6930	MEMBERSHIP & PUBLICATIONS	21,257	31,000	27,400	24,600	25,400
6940	OFFICIAL MEETINGS	6,780	21,400	14,000	25,700	21,500
6960	EQUIPMENT REPLACEMENT	11,647	0	0	44,200	55,300
6970	TRAINING	5,200	15,400	8,000	15,400	14,800
6971	TUITION REIMBURSEMENT	4,126	9,700	8,200	4,100	4,100
6977	EMPLOYEE SUPPORT	1,345	1,400	1,400	2,800	2,800
Total: OPERATING EXPENSES		1,306,322	1,551,000	1,416,500	1,621,300	1,348,900
SPECIAL PROGRAMS						
7214	CHAMBER OF COMMERCE	84,848	89,000	88,100	93,000	96,000
7218	PBID ASSESSMENT	5,872	5,500	5,400	5,700	6,000
7811	POB CONTRIBUTIONS	0	322,900	333,400	333,700	333,700
Total: SPECIAL PROGRAMS		90,720	417,400	426,900	432,400	435,700

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>Total Division:</b>		<b>4,668,850</b>	<b>5,488,667</b>	<b>4,971,400</b>	<b>5,312,900</b>	<b>5,231,400</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(3.20)%	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 4101</b>		<b>DEV SVCS-ADMIN</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	189,102	208,192	194,000	213,500	226,700
4014	VACATION SELL BACK	7,004	6,900	6,900	8,800	8,800
4015	ALLOWANCES	3,013	3,100	3,100	3,100	3,100
4021	LONGEVITY PAY	2,069	1,900	1,600	1,900	1,900
4241	P.E.R.S	43,746	48,800	45,500	46,200	43,700
4242	NON-PERSABLE COMPENSATION	831	900	800	1,000	1,000
4244	MEDICAL/DENTAL INSURANCE	24,801	25,100	19,200	25,100	25,100
4245	LONG TERM DISABILITY	76	100	100	100	100
4247	LIFE INSURANCE	374	600	500	600	600
4250	FICA/HOSPITAL INSURANCE	2,999	3,158	3,000	3,200	3,400
4299	VACANCY RATE	0	-8,200	0	-9,100	-9,400
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>274,015</b>	<b>290,550</b>	<b>274,700</b>	<b>294,400</b>	<b>305,000</b>
SUPPLIES						
5110	OFFICE SUPPLIES	1,471	1,700	1,500	1,700	1,700
5125	PRINT SHOP	110	200	200	200	200
<b>Total:</b>	<b>SUPPLIES</b>	<b>1,581</b>	<b>1,900</b>	<b>1,700</b>	<b>1,900</b>	<b>1,900</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	9,612	10,100	10,100	10,100	10,100
6310	MILEAGE	0	200	0	0	0
6505	GENERAL LIABILITY	87,000	89,900	89,900	95,100	95,500
6507	WORKERS' COMPENSATION	44,100	46,500	46,500	51,900	52,200
6750	VEHICLE MAINTENANCE	1,661	2,000	2,000	2,000	2,000
6751	VEHICLE FUEL USAGE	1,432	700	2,000	2,000	2,000
6752	VEHICLE 3RD PARTY SVC	80	300	100	300	300
6930	MEMBERSHIP & PUBLICATIONS	3,276	2,800	2,800	2,500	2,500
6940	OFFICIAL MEETINGS	1,565	3,000	3,000	4,500	3,000
6960	EQUIPMENT REPLACEMENT	11,647	0	0	44,200	55,300
6970	TRAINING	30	400	400	900	900
6971	TUITION REIMBURSEMENT	4,126	0	0	0	0
6977	EMPLOYEE SUPPORT	1,345	1,400	1,400	2,800	2,800
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>165,873</b>	<b>157,300</b>	<b>158,200</b>	<b>216,300</b>	<b>226,600</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	22,400	29,600	29,700	29,700
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>22,400</b>	<b>29,600</b>	<b>29,700</b>	<b>29,700</b>
<b>Total:</b>		<b>441,470</b>	<b>472,150</b>	<b>464,200</b>	<b>542,300</b>	<b>563,200</b>
<b>Fund/Division: 0014101</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					14.86 %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 4103</b>		<b>DEV SVCS-PLANNING</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	550,588	631,450	560,500	621,900	674,700
4014	VACATION SELL BACK	8,386	6,200	3,300	7,000	7,100
4015	ALLOWANCES	964	1,000	1,000	1,000	1,000
4021	LONGEVITY PAY	4,324	4,400	3,000	5,900	6,500
4032	PART-TIME NON-PERS	1,546	0	0	0	0
4130	OVERTIME	726	2,500	0	1,500	1,500
4241	P.E.R.S	123,145	142,000	120,600	129,900	125,800
4242	NON-PERSABLE COMPENSATION	1,104	1,400	1,400	1,700	1,800
4244	MEDICAL/DENTAL INSURANCE	87,342	94,800	77,300	95,900	95,900
4245	LONG TERM DISABILITY	318	600	300	600	600
4247	LIFE INSURANCE	834	1,100	1,000	1,300	1,300
4250	FICA/HOSPITAL INSURANCE	8,410	9,289	8,200	9,200	10,000
4299	VACANCY RATE	0	-25,900	0	-26,300	-27,800
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>787,685</b>	<b>868,839</b>	<b>776,600</b>	<b>849,600</b>	<b>898,400</b>
SUPPLIES						
5110	OFFICE SUPPLIES	23,409	21,000	17,000	19,000	19,000
5125	PRINT SHOP	2,892	5,000	600	5,000	5,000
<b>Total:</b>	<b>SUPPLIES</b>	<b>26,301</b>	<b>26,000</b>	<b>17,600</b>	<b>24,000</b>	<b>24,000</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	398,386	254,600	191,200	322,200	197,100
6310	MILEAGE	0	200	0	200	200
6730	OFFICE EQUIPMENT	3,376	3,000	2,700	2,500	2,500
6750	VEHICLE MAINTENANCE	909	1,000	1,000	1,000	1,000
6751	VEHICLE FUEL USAGE	142	200	200	200	200
6752	VEHICLE 3RD PARTY SVC	0	200	100	200	200
6903	PERMITS FEES	150	300	200	300	300
6930	MEMBERSHIP & PUBLICATIONS	2,758	4,800	2,000	3,500	4,000
6940	OFFICIAL MEETINGS	200	6,400	5,100	6,700	7,000
6970	TRAINING	405	6,500	1,500	6,500	6,500
6971	TUITION REIMBURSEMENT	0	4,100	4,100	0	0
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>406,326</b>	<b>281,300</b>	<b>208,100</b>	<b>343,300</b>	<b>219,000</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	83,500	83,500	83,500	83,500
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>83,500</b>	<b>83,500</b>	<b>83,500</b>	<b>83,500</b>
<b>Total:</b>		<b>1,220,312</b>	<b>1,259,639</b>	<b>1,085,800</b>	<b>1,300,400</b>	<b>1,224,900</b>
<b>Fund/Division: 0014103</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					3.24 %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 4104</b>		<b>DEV SVCS-BUILDING/SAFETY</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	608,471	687,288	558,000	651,400	700,500
4011	SPECIALIST PAY	1,027	1,000	500	0	0
4014	VACATION SELL BACK	1,455	2,000	2,000	2,000	2,000
4015	ALLOWANCES	2,892	2,900	1,600	1,000	1,000
4021	LONGEVITY PAY	7,765	8,500	6,500	5,500	5,500
4030	PART-TIME PERS ONLY	113	0	0	0	0
4032	PART-TIME NON-PERS	32	0	0	15,000	15,000
4130	OVERTIME	1,183	1,000	1,000	1,000	1,000
4241	P.E.R.S	129,660	157,200	126,600	135,900	130,600
4242	NON-PERSABLE COMPENSATION	689	700	700	800	800
4244	MEDICAL/DENTAL INSURANCE	102,498	97,500	66,000	104,200	104,200
4245	LONG TERM DISABILITY	340	700	300	700	700
4247	LIFE INSURANCE	752	800	600	900	900
4250	FICA/HOSPITAL INSURANCE	10,090	10,145	8,900	9,800	10,500
4299	VACANCY RATE	0	-27,800	0	-27,800	-29,200
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>866,969</b>	<b>941,933</b>	<b>772,700</b>	<b>900,400</b>	<b>943,500</b>
SUPPLIES						
5110	OFFICE SUPPLIES	2,895	3,000	3,000	3,000	3,000
5125	PRINT SHOP	1,443	1,600	1,600	1,600	1,600
5280	UNIFORM	1,154	2,000	2,000	2,000	2,000
<b>Total:</b>	<b>SUPPLIES</b>	<b>5,492</b>	<b>6,600</b>	<b>6,600</b>	<b>6,600</b>	<b>6,600</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	14,836	65,300	46,000	67,700	69,800
6165	PLAN CHECK SERVICES	495,624	675,000	646,000	590,000	490,000
6310	MILEAGE	79	300	0	300	300
6730	OFFICE EQUIPMENT	1,732	1,200	1,200	1,200	1,200
6750	VEHICLE MAINTENANCE	7,922	9,700	7,500	8,500	8,500
6751	VEHICLE FUEL USAGE	5,238	4,500	5,500	6,000	6,000
6752	VEHICLE 3RD PARTY SVC	581	500	500	500	500
6930	MEMBERSHIP & PUBLICATIONS	1,420	7,500	7,600	2,200	1,900
6940	OFFICIAL MEETINGS	445	2,400	0	2,400	1,300
6970	TRAINING	1,736	3,600	2,300	3,600	3,600
6971	TUITION REIMBURSEMENT	0	5,600	4,100	4,100	4,100
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>529,613</b>	<b>775,600</b>	<b>720,700</b>	<b>686,500</b>	<b>587,200</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	83,000	87,900	87,900	87,900
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>83,000</b>	<b>87,900</b>	<b>87,900</b>	<b>87,900</b>
<b>Total:</b>		<b>1,402,074</b>	<b>1,807,133</b>	<b>1,587,900</b>	<b>1,681,400</b>	<b>1,625,200</b>
<b>Fund/Division: 0014104</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(6.96) %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 4105</b>		<b>DEV SVCS-CODE SERVICES</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	275,765	282,026	274,000	240,300	261,300
4011	SPECIALIST PAY	120	0	1,000	1,000	1,000
4014	VACATION SELL BACK	1,983	1,000	300	300	700
4015	ALLOWANCES	1,263	1,000	1,000	1,000	1,000
4021	LONGEVITY PAY	1,683	1,600	1,400	1,100	1,900
4130	OVERTIME	0	500	0	500	500
4241	P.E.R.S	54,811	61,000	57,800	48,900	47,600
4242	NON-PERSABLE COMPENSATION	196	200	100	0	0
4244	MEDICAL/DENTAL INSURANCE	59,598	54,600	42,500	46,800	46,800
4245	LONG TERM DISABILITY	203	400	200	300	300
4247	LIFE INSURANCE	295	400	300	200	200
4250	FICA/HOSPITAL INSURANCE	4,475	4,142	4,300	3,500	3,800
4299	VACANCY RATE	0	-11,400	0	-10,300	-11,000
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>400,394</b>	<b>395,468</b>	<b>382,900</b>	<b>333,600</b>	<b>354,100</b>
SUPPLIES						
5110	OFFICE SUPPLIES	2,215	3,100	3,100	3,100	3,100
5125	PRINT SHOP	1,693	2,000	2,100	2,100	2,100
5280	UNIFORM	1,168	1,600	1,600	1,600	1,600
<b>Total:</b>	<b>SUPPLIES</b>	<b>5,077</b>	<b>6,700</b>	<b>6,800</b>	<b>6,800</b>	<b>6,800</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	47,375	70,800	66,300	94,200	90,000
6310	MILEAGE	0	200	0	0	0
6930	MEMBERSHIP & PUBLICATIONS	190	600	400	600	600
6940	OFFICIAL MEETINGS	0	1,300	900	4,000	1,600
6970	TRAINING	1,002	2,700	2,000	1,900	1,300
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>48,567</b>	<b>75,600</b>	<b>69,600</b>	<b>100,700</b>	<b>93,500</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	39,000	37,100	37,200	37,200
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>39,000</b>	<b>37,100</b>	<b>37,200</b>	<b>37,200</b>
<b>Total:</b>		<b>454,038</b>	<b>516,768</b>	<b>496,400</b>	<b>478,300</b>	<b>491,600</b>
<b>Fund/Division: 0014105</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(7.44) %	

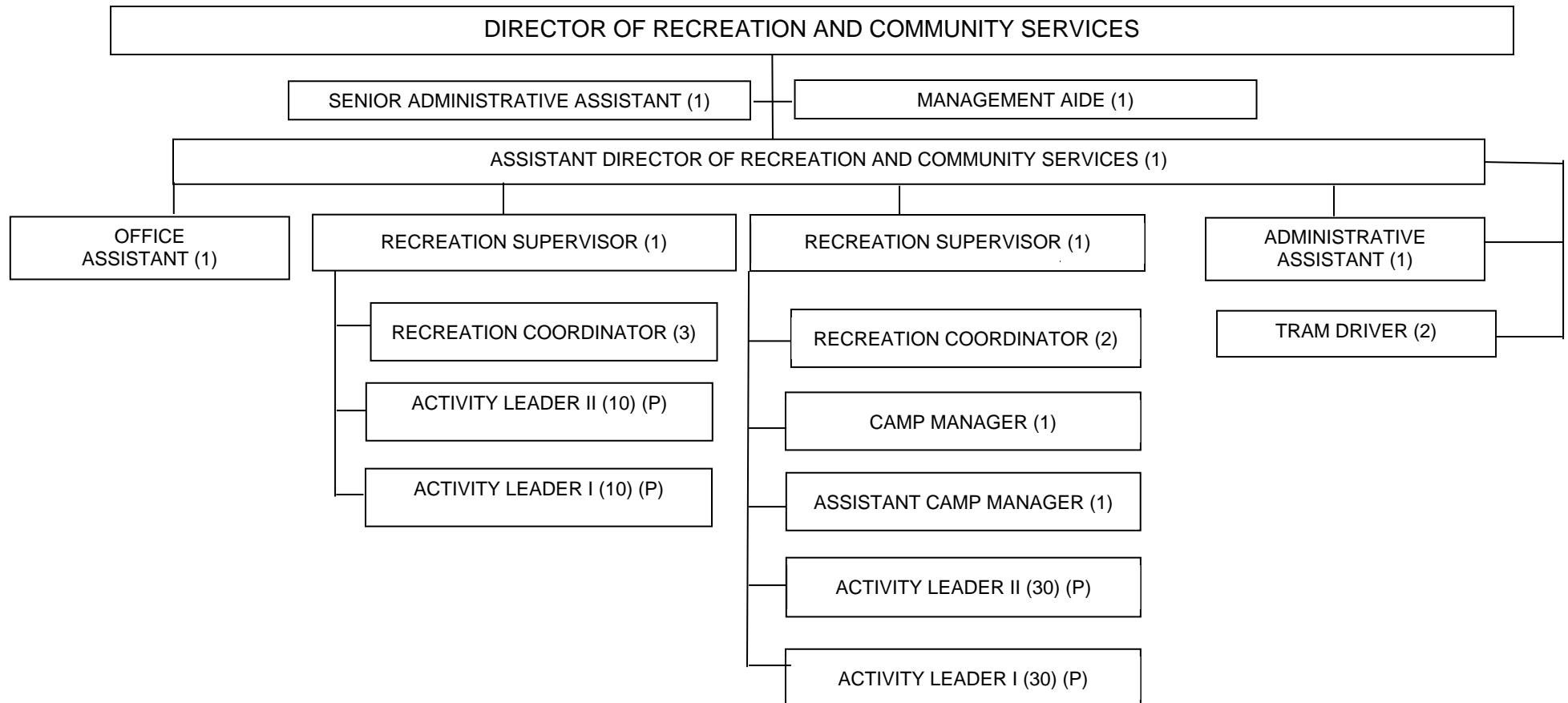
ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 4106</b>		<b>DEV SVCS-BUSINESS LICENSE</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	116,404	127,306	100,900	119,200	137,600
4011	SPECIALIST PAY	1,027	1,000	1,200	2,100	2,100
4014	VACATION SELL BACK	2,446	0	0	0	0
4021	LONGEVITY PAY	2,113	1,200	700	1,600	1,600
4130	OVERTIME	233	1,300	0	1,300	1,300
4241	P.E.R.S	26,336	27,800	19,800	24,800	25,400
4244	MEDICAL/DENTAL INSURANCE	27,591	26,700	22,300	26,700	26,700
4245	LONG TERM DISABILITY	84	200	100	200	200
4247	LIFE INSURANCE	83	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	2,018	1,867	1,500	1,800	2,000
4299	VACANCY RATE	0	-5,500	0	-5,300	-5,900
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>178,335</b>	<b>181,973</b>	<b>146,600</b>	<b>172,500</b>	<b>191,100</b>
SUPPLIES						
5110	OFFICE SUPPLIES	7,430	10,000	9,000	11,800	11,800
5125	PRINT SHOP	4,419	8,000	7,500	8,000	8,000
<b>Total:</b>	<b>SUPPLIES</b>	<b>11,849</b>	<b>18,000</b>	<b>16,500</b>	<b>19,800</b>	<b>19,800</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	12,040	51,700	67,100	36,000	16,700
6310	MILEAGE	0	300	0	300	300
6730	OFFICE EQUIPMENT	0	400	400	600	600
6930	MEMBERSHIP & PUBLICATIONS	240	300	200	300	300
6940	OFFICIAL MEETINGS	0	2,600	0	2,100	2,200
6970	TRAINING	150	700	300	1,000	1,000
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>12,430</b>	<b>56,000</b>	<b>68,000</b>	<b>40,300</b>	<b>21,100</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	22,200	17,800	17,900	17,900
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>22,200</b>	<b>17,800</b>	<b>17,900</b>	<b>17,900</b>
<b>Total:</b>		<b>202,615</b>	<b>278,173</b>	<b>248,900</b>	<b>250,500</b>	<b>249,900</b>
<b>Fund/Division: 0014106</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(9.95) %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 4107</b>		<b>DEV SVCS-ENGINEERING</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	396,727	428,338	385,500	345,300	381,300
4014	VACATION SELL BACK	3,322	6,500	3,400	2,500	2,500
4015	ALLOWANCES	482	500	200	0	0
4021	LONGEVITY PAY	2,928	4,600	1,800	1,700	2,200
4032	PART-TIME NON-PERS	13,067	15,100	12,000	15,100	15,100
4241	P.E.R.S	90,924	98,600	87,000	71,300	70,300
4242	NON-PERSABLE COMPENSATION	1,070	1,100	700	300	400
4244	MEDICAL/DENTAL INSURANCE	54,964	58,100	49,000	54,100	54,100
4245	LONG TERM DISABILITY	199	400	200	400	400
4247	LIFE INSURANCE	701	800	500	400	500
4250	FICA/HOSPITAL INSURANCE	6,018	6,550	5,900	5,300	5,900
4299	VACANCY RATE	0	-18,100	0	-14,900	-16,000
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>570,403</b>	<b>602,488</b>	<b>546,200</b>	<b>481,500</b>	<b>516,700</b>
SUPPLIES						
5110	OFFICE SUPPLIES	1,823	2,000	2,000	2,000	2,000
5125	PRINT SHOP	254	500	500	500	500
<b>Total:</b>	<b>SUPPLIES</b>	<b>2,076</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	43,058	67,200	67,200	68,200	68,200
6730	OFFICE EQUIPMENT	3,613	3,000	3,000	3,000	3,000
6930	MEMBERSHIP & PUBLICATIONS	1,223	2,000	2,000	2,200	2,200
6940	OFFICIAL MEETINGS	2,498	2,500	2,000	2,700	3,000
6970	TRAINING	1,877	1,500	1,500	1,500	1,500
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>52,269</b>	<b>76,200</b>	<b>75,700</b>	<b>77,600</b>	<b>77,900</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	57,800	61,600	61,600	61,600
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>57,800</b>	<b>61,600</b>	<b>61,600</b>	<b>61,600</b>
<b>Total:</b>		<b>624,748</b>	<b>738,988</b>	<b>686,000</b>	<b>623,200</b>	<b>658,700</b>
<b>Fund/Division: 0014107</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(15.67) %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 4108</b>		<b>DSD-ECONOMIC DEVELOPMENT</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	98,147	125,871	125,200	119,400	130,400
4014	VACATION SELL BACK	0	4,000	2,000	2,000	2,000
4021	LONGEVITY PAY	1,399	1,600	1,600	1,700	2,200
4241	P.E.R.S	23,433	30,200	30,000	26,700	26,100
4242	NON-PERSABLE COMPENSATION	478	600	600	600	700
4244	MEDICAL/DENTAL INSURANCE	15,858	17,300	14,500	17,300	17,300
4245	LONG TERM DISABILITY	45	100	100	100	100
4247	LIFE INSURANCE	269	400	300	400	400
4250	FICA/HOSPITAL INSURANCE	1,556	1,945	1,900	1,800	1,900
4299	VACANCY RATE	0	-5,400	0	-5,100	-5,400
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>141,186</b>	<b>176,616</b>	<b>176,200</b>	<b>164,900</b>	<b>175,700</b>
SUPPLIES						
5110	OFFICE SUPPLIES	284	200	200	200	200
5125	PRINT SHOP	160	500	200	500	500
<b>Total:</b>	<b>SUPPLIES</b>	<b>444</b>	<b>700</b>	<b>400</b>	<b>700</b>	<b>700</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	77,020	112,800	100,800	140,000	106,300
6930	MEMBERSHIP & PUBLICATIONS	12,151	13,000	12,400	13,300	13,900
6940	OFFICIAL MEETINGS	2,072	3,200	3,000	3,300	3,400
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>91,243</b>	<b>129,000</b>	<b>116,200</b>	<b>156,600</b>	<b>123,600</b>
SPECIAL PROGRAMS						
7214	CHAMBER OF COMMERCE	84,848	89,000	88,100	93,000	96,000
7218	PBID ASSESSMENT	5,872	5,500	5,400	5,700	6,000
7811	POB CONTRIBUTIONS	0	15,000	15,900	15,900	15,900
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>90,720</b>	<b>109,500</b>	<b>109,400</b>	<b>114,600</b>	<b>117,900</b>
<b>Total:</b>		<b>323,594</b>	<b>415,816</b>	<b>402,200</b>	<b>436,800</b>	<b>417,900</b>
<b>Fund/Division: 0014108</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					5.05 %	

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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 is also responsible for the City's response to homelessness. Grants and services to those experiencing homelessness are programed 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.

## **Recreation and Community Services Department – Continued**

### **FY 2023-24 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 the renovation project of Newcastle Park. Work with Public Works Services to complete the bleacher and shade project at Hugo Reid Park Baseball Field, Longden Field and Bonita Park. Also begin the Bonita Park Baseball Snack Shack renovation project. Continue to explore grant opportunities with the Public Works Services Department.
10. Continue to be the lead Department to address homelessness in the City. Explore grants and services to help the homeless population. In addition, use the earmarked ARPA funds to administer the Prevention and Diversion Program.
11. Continue to work with Homeless Case Managers to address homelessness. Continue to work with the San Gabriel Valley Council of Governments, Homeless Initiative, Los Angeles Homeless Service

## **Recreation and Community Services Department – Continued**

Authority (LAHSA), Union Station, Foothill Unity Center, and other organizations to address homelessness on a regional level.

12. Work with LAHSA to conduct the homeless Point in Time Count.
13. Continue to work with the Community Stakeholder group on homelessness and provide any conclusions and recommendations to the City Council.
14. Update the City's Homelessness Plan for the next five years.
15. If applicable, conduct meetings with the Health Commission and make recommendations to the City Council.

## **FY23-24 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
Management Aide	1.00
Office Assistant	1.00
Recreation Coordinator	5.00
Recreation Supervisor	2.00
Senior Administrative Assistant	1.00
<b>TOTAL</b>	<b>13.00</b>

ACCOUNT TITLE		2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
DEPARTMENTAL SUMMARY		5500	RECREATION & COMMUNITY SERVICES			
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	883,897	1,044,228	1,045,500	1,025,800	1,089,000
4011	SPECIALIST PAY	1,027	1,000	1,000	1,000	1,000
4014	VACATION SELL BACK	2,247	0	2,300	3,600	3,600
4015	ALLOWANCES	6,765	7,500	8,000	7,900	8,100
4021	LONGEVITY PAY	10,439	8,600	8,200	10,200	10,600
4030	PART-TIME PERS ONLY	33,139	35,100	14,300	38,600	38,900
4032	PART-TIME NON-PERS	322,433	453,300	353,900	478,000	478,900
4130	OVERTIME	128	0	0	0	0
4241	P.E.R.S	205,454	229,600	229,900	214,500	203,200
4242	NON-PERSABLE COMPENSATIOI	2,408	2,900	2,900	2,900	3,000
4244	MEDICAL/DENTAL INSURANCE	186,916	181,400	155,000	194,800	194,700
4245	LONG TERM DISABILITY	655	1,100	500	1,200	1,200
4247	LIFE INSURANCE	1,755	2,100	2,100	2,100	2,600
4250	FICA/HOSPITAL INSURANCE	19,918	22,312	20,500	20,900	23,300
4299	VACANCY RATE	0	-52,600	0	-52,400	-61,500
Total: SALARIES & WAGES		1,677,181	1,936,540	1,844,100	1,949,100	1,996,600
SUPPLIES						
5110	OFFICE SUPPLIES	16,461	15,600	15,700	15,900	15,900
5115	PROGRAM EXPENSES	15,603	19,200	19,200	22,200	22,200
5116	SENIOR MEAL PROGRAM	716	26,400	26,400	45,000	45,000
5125	PRINT SHOP	75,633	61,900	26,900	26,900	28,500
5210	ATHLETIC	304	1,400	1,400	1,600	1,600
5220	AWARDS	0	1,900	1,900	6,700	2,000
5230	BUILDING AND GROUNDS	15,859	20,900	19,500	20,900	20,900
5241	DAY CAMP	10,169	0	0	0	0
5242	WINTER/SPRING/FALL CAMP	3,030	3,000	3,000	3,000	3,000
5243	SPORTS CAMP	3,951	9,500	7,200	12,500	12,500
5250	CRAFT	373	1,000	1,000	1,200	1,200
5280	UNIFORM	300	3,800	3,800	4,600	4,600
5410	TOOLS	51	0	0	0	0
Total: SUPPLIES		142,450	164,600	126,000	160,500	157,400
OPERATING EXPENSES						
6160	CONTRACT SERVICES	189,599	190,200	188,900	191,600	194,100
6163	CABLE TECH SERVICES	3,285	2,800	2,800	5,300	5,300
6169	CONTRACT EMPLOYEES	612,653	551,000	537,000	656,300	665,700
6210	TELEPHONE	7,903	8,200	9,300	9,600	9,800
6505	GENERAL LIABILITY	63,400	66,100	66,100	69,900	70,200
6507	WORKERS' COMPENSATION	78,000	82,900	82,900	92,500	93,100
6611	ELECTRIC	93,064	104,400	102,200	119,100	125,600
6612	GAS	7,905	6,100	16,400	22,900	23,700
6614	WATER	9,097	9,400	9,400	9,500	9,500
6730	OFFICE EQUIPMENT	3,436	6,000	6,000	6,000	6,000
6750	VEHICLE MAINTENANCE	4,746	5,400	5,700	6,200	6,200
6751	VEHICLE FUEL USAGE	2,466	2,000	2,800	3,100	3,100
6752	VEHICLE 3RD PARTY SVC	40	1,400	400	600	600
6760	BUILDING REPAIR & MAINT	22,916	21,000	21,000	25,200	25,200
6930	MEMBERSHIP & PUBLICATIONS	6,970	9,100	9,100	11,100	11,800
6940	OFFICIAL MEETINGS	3,415	10,500	10,500	10,000	10,100

ACCOUNT TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
6960 EQUIPMENT REPLACEMENT	28,165	15,000	15,000	15,000	70,000
6971 TUITION REIMBURSEMENT	9,187	5,300	5,000	300	0
6977 EMPLOYEE SUPPORT	855	900	900	1,300	1,300
6998 MISC EXP	435	600	600	600	600
<b>Total: OPERATING EXPENSES</b>	<b>1,147,537</b>	<b>1,098,300</b>	<b>1,092,000</b>	<b>1,256,100</b>	<b>1,331,900</b>
SPECIAL PROGRAMS					
7130 SENIOR CITIZENS COMM	2,007	3,000	3,000	3,100	3,100
7160 EXPENDITURE REIMBURSED	0	4,700	4,700	9,100	9,100
7206 BULK MAILING	17,000	17,000	17,000	18,500	19,000
7220 EXCURSIONS/SPECIAL EVENT	114,659	164,800	164,600	172,800	167,300
7811 POB CONTRIBUTIONS	0	134,600	139,200	139,300	139,300
<b>Total: SPECIAL PROGRAMS</b>	<b>133,666</b>	<b>324,100</b>	<b>328,500</b>	<b>342,800</b>	<b>337,800</b>
<b>Total Division:</b>	<b>3,100,833</b>	<b>3,523,540</b>	<b>3,390,600</b>	<b>3,708,500</b>	<b>3,823,700</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				5.25 %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 5501</b>		<b>RECREATION-ADMIN</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	314,682	417,650	425,600	420,900	417,900
4011	SPECIALIST PAY	1,027	1,000	1,000	1,000	1,000
4015	ALLOWANCES	4,475	5,200	5,700	5,800	5,800
4021	LONGEVITY PAY	3,593	4,500	3,800	4,900	5,100
4030	PART-TIME PERS ONLY	4,557	30,000	12,000	15,000	15,000
4032	PART-TIME NON-PERS	12,654	6,500	6,500	6,500	7,000
4130	OVERTIME	43	0	0	0	0
4241	P.E.R.S	72,323	95,350	96,700	89,800	79,800
4242	NON-PERSABLE COMPENSATION	934	1,300	1,300	1,300	1,400
4244	MEDICAL/DENTAL INSURANCE	57,850	62,600	61,600	69,300	62,600
4245	LONG TERM DISABILITY	187	400	200	400	400
4247	LIFE INSURANCE	620	900	800	900	1,000
4250	FICA/HOSPITAL INSURANCE	5,262	6,639	6,600	6,200	6,400
4299	VACANCY RATE	0	-16,000	0	-12,700	-18,100
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>478,205</b>	<b>616,039</b>	<b>621,800</b>	<b>609,300</b>	<b>585,300</b>
SUPPLIES						
5110	OFFICE SUPPLIES	11,037	9,500	9,600	9,800	9,800
5125	PRINT SHOP	74,916	58,400	23,400	23,400	25,000
5230	BUILDING AND GROUNDS	2,210	3,000	3,000	3,000	3,000
<b>Total:</b>	<b>SUPPLIES</b>	<b>88,163</b>	<b>70,900</b>	<b>36,000</b>	<b>36,200</b>	<b>37,800</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	41,677	15,100	15,600	15,600	17,000
6505	GENERAL LIABILITY	63,400	66,100	66,100	69,900	70,200
6507	WORKERS' COMPENSATION	78,000	82,900	82,900	92,500	93,100
6750	VEHICLE MAINTENANCE	4,143	4,700	4,300	4,500	4,500
6751	VEHICLE FUEL USAGE	2,068	1,500	2,500	2,600	2,600
6752	VEHICLE 3RD PARTY SVC	0	1,200	300	500	500
6930	MEMBERSHIP & PUBLICATIONS	6,970	6,800	6,800	8,800	9,500
6940	OFFICIAL MEETINGS	3,085	10,400	10,400	9,900	10,000
6960	EQUIPMENT REPLACEMENT	28,165	15,000	15,000	15,000	70,000
6977	EMPLOYEE SUPPORT	855	900	900	1,300	1,300
6998	MISC EXP	435	600	600	600	600
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>228,797</b>	<b>205,200</b>	<b>205,400</b>	<b>221,200</b>	<b>279,300</b>
SPECIAL PROGRAMS						
7206	BULK MAILING	17,000	17,000	17,000	18,500	19,000
7811	POB CONTRIBUTIONS	0	46,400	49,000	49,000	49,000
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>17,000</b>	<b>63,400</b>	<b>66,000</b>	<b>67,500</b>	<b>68,000</b>
<b>Total:</b>		<b>812,165</b>	<b>955,539</b>	<b>929,200</b>	<b>934,200</b>	<b>970,400</b>
<b>Fund/Division: 0015501</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(2.23) %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 5502</b>		<b>RECREATION-COMMUNITY CTR</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	49,267	51,226	51,700	50,900	53,600
4014	VACATION SELL BACK	336	0	400	700	700
4015	ALLOWANCES	277	300	300	300	300
4021	LONGEVITY PAY	921	400	600	600	600
4030	PART-TIME PERS ONLY	5,280	4,200	1,000	3,000	3,000
4032	PART-TIME NON-PERS	28,835	27,100	27,000	43,500	45,000
4241	P.E.R.S	12,058	11,400	11,600	10,700	10,100
4242	NON-PERSABLE COMPENSATION	174	200	200	200	200
4244	MEDICAL/DENTAL INSURANCE	10,106	9,400	7,100	9,400	9,400
4245	LONG TERM DISABILITY	36	100	0	100	100
4247	LIFE INSURANCE	114	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	1,323	1,232	1,200	1,400	1,500
4299	VACANCY RATE	0	-3,000	0	-3,600	-3,700
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>108,726</b>	<b>102,658</b>	<b>101,200</b>	<b>117,300</b>	<b>120,900</b>
SUPPLIES						
5110	OFFICE SUPPLIES	1,220	1,500	1,500	1,500	1,500
5230	BUILDING AND GROUNDS	13,572	17,900	16,500	17,900	17,900
<b>Total:</b>	<b>SUPPLIES</b>	<b>14,792</b>	<b>19,400</b>	<b>18,000</b>	<b>19,400</b>	<b>19,400</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	85,510	89,800	89,800	91,900	93,000
6163	CABLE TECH SERVICES	2,615	2,800	2,800	3,500	3,500
6210	TELEPHONE	5,337	5,400	6,000	6,100	6,200
6611	ELECTRIC	75,118	82,100	85,800	91,800	98,200
6612	GAS	6,185	5,100	14,700	15,700	16,500
6614	WATER	8,701	9,000	9,000	9,000	9,000
6730	OFFICE EQUIPMENT	3,436	6,000	6,000	6,000	6,000
6760	BUILDING REPAIR & MAINT	19,347	10,000	10,000	10,000	10,000
6971	TUITION REIMBURSEMENT	619	800	800	300	0
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>206,868</b>	<b>211,000</b>	<b>224,900</b>	<b>234,300</b>	<b>242,400</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	7,700	8,200	8,200	8,200
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>7,700</b>	<b>8,200</b>	<b>8,200</b>	<b>8,200</b>
<b>Total:</b>		<b>330,385</b>	<b>340,758</b>	<b>352,300</b>	<b>379,200</b>	<b>390,900</b>
<b>Fund/Division: 0015502</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					11.28 %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 5503</b>		<b>DANA GYM</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	46,684	58,228	48,000	59,400	62,900
4014	VACATION SELL BACK	224	0	0	0	0
4015	ALLOWANCES	163	200	200	200	200
4021	LONGEVITY PAY	219	100	200	700	700
4030	PART-TIME PERS ONLY	46	0	100	0	0
4032	PART-TIME NON-PERS	30,602	40,300	35,000	45,700	45,700
4241	P.E.R.S	10,147	12,700	10,600	12,100	11,400
4242	NON-PERSABLE COMPENSATION	104	100	100	100	100
4244	MEDICAL/DENTAL INSURANCE	10,476	11,500	6,800	11,500	11,500
4245	LONG TERM DISABILITY	37	100	0	100	100
4247	LIFE INSURANCE	85	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	1,220	1,418	1,200	1,600	1,600
4299	VACANCY RATE	0	-3,600	0	-3,900	-4,000
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>100,007</b>	<b>121,146</b>	<b>102,300</b>	<b>127,600</b>	<b>130,300</b>
SUPPLIES						
5110	OFFICE SUPPLIES	320	300	300	300	300
5210	ATHLETIC	304	400	400	400	400
<b>Total:</b>	<b>SUPPLIES</b>	<b>624</b>	<b>700</b>	<b>700</b>	<b>700</b>	<b>700</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	31,054	51,500	50,000	48,700	48,700
6163	CABLE TECH SERVICES	0	0	0	1,800	1,800
6169	CONTRACT EMPLOYEES	101,121	84,000	84,000	100,800	100,800
6611	ELECTRIC	13,560	15,600	15,600	26,500	26,500
6612	GAS	1,720	1,000	1,700	7,200	7,200
6614	WATER	396	400	400	500	500
6760	BUILDING REPAIR & MAINT	3,569	11,000	11,000	15,200	15,200
6930	MEMBERSHIP & PUBLICATIONS	0	700	700	700	700
6971	TUITION REIMBURSEMENT	2,437	500	500	0	0
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>153,858</b>	<b>164,700</b>	<b>163,900</b>	<b>201,400</b>	<b>201,400</b>
SPECIAL PROGRAMS						
7220	EXCURSIONS/SPECIAL EVENT	3,653	4,200	4,000	4,000	4,000
7811	POB CONTRIBUTIONS	0	6,600	6,900	6,900	6,900
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>3,653</b>	<b>10,800</b>	<b>10,900</b>	<b>10,900</b>	<b>10,900</b>
<b>Total:</b>		<b>258,143</b>	<b>297,346</b>	<b>277,800</b>	<b>340,600</b>	<b>343,300</b>
<b>Fund/Division: 0015503</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					14.55 %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 5504</b>		<b>RECREATION-FEE &amp; CHARGES</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	69,002	75,673	73,200	72,400	77,400
4014	VACATION SELL BACK	224	0	300	700	700
4015	ALLOWANCES	229	200	200	200	200
4021	LONGEVITY PAY	549	500	500	500	500
4030	PART-TIME PERS ONLY	386	0	100	0	0
4032	PART-TIME NON-PERS	4,071	13,600	10,000	16,300	16,300
4241	P.E.R.S	15,383	16,900	16,300	15,100	14,400
4242	NON-PERSABLE COMPENSATION	145	200	200	200	200
4244	MEDICAL/DENTAL INSURANCE	11,432	15,900	9,800	15,200	15,200
4245	LONG TERM DISABILITY	55	100	100	100	100
4247	LIFE INSURANCE	123	100	100	100	200
4250	FICA/HOSPITAL INSURANCE	1,155	1,330	1,300	1,300	1,300
4299	VACANCY RATE	0	-3,500	0	-3,700	-3,800
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>102,753</b>	<b>121,003</b>	<b>112,100</b>	<b>118,400</b>	<b>122,700</b>
SUPPLIES						
5110	OFFICE SUPPLIES	425	500	500	500	500
<b>Total:</b>	<b>SUPPLIES</b>	<b>425</b>	<b>500</b>	<b>500</b>	<b>500</b>	<b>500</b>
OPERATING EXPENSES						
6169	CONTRACT EMPLOYEES	432,717	350,000	350,000	420,000	420,000
6971	TUITION REIMBURSEMENT	413	500	500	0	0
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>433,130</b>	<b>350,500</b>	<b>350,500</b>	<b>420,000</b>	<b>420,000</b>
SPECIAL PROGRAMS						
7220	EXCURSIONS/SPECIAL EVENT	44,699	59,100	59,100	62,600	62,600
7811	POB CONTRIBUTIONS	0	9,900	10,400	10,400	10,400
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>44,699</b>	<b>69,000</b>	<b>69,500</b>	<b>73,000</b>	<b>73,000</b>
<b>Total:</b>		<b>581,007</b>	<b>541,003</b>	<b>532,600</b>	<b>611,900</b>	<b>616,200</b>
<b>Fund/Division: 0015504</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					13.10 %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 5505</b>		<b>RECREATION-NATURE</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	28,527	34,979	28,000	35,200	37,200
4014	VACATION SELL BACK	112	0	0	0	0
4015	ALLOWANCES	115	100	100	100	100
4021	LONGEVITY PAY	165	200	200	500	500
4030	PART-TIME PERS ONLY	7,803	0	0	0	0
4032	PART-TIME NON-PERS	18,090	0	0	0	0
4130	OVERTIME	85	0	0	0	0
4241	P.E.R.S	7,909	7,500	6,000	7,200	6,800
4242	NON-PERSABLE COMPENSATION	75	100	100	100	100
4244	MEDICAL/DENTAL INSURANCE	7,454	6,600	4,300	6,600	6,600
4245	LONG TERM DISABILITY	22	0	0	0	0
4247	LIFE INSURANCE	56	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	863	519	400	500	500
4299	VACANCY RATE	0	-1,400	0	-1,500	-1,600
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>71,275</b>	<b>48,698</b>	<b>39,200</b>	<b>48,800</b>	<b>50,300</b>
SUPPLIES						
5110	OFFICE SUPPLIES	300	0	0	0	0
5230	BUILDING AND GROUNDS	77	0	0	0	0
5280	UNIFORM	300	0	0	0	0
5410	TOOLS	51	0	0	0	0
<b>Total:</b>	<b>SUPPLIES</b>	<b>728</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
OPERATING EXPENSES						
6163	CABLE TECH SERVICES	669	0	0	0	0
6169	CONTRACT EMPLOYEES	12,194	28,000	14,000	16,100	16,100
6210	TELEPHONE	2,321	2,600	3,000	3,100	3,200
6611	ELECTRIC	4,386	6,700	800	800	900
6750	VEHICLE MAINTENANCE	603	700	1,400	1,700	1,700
6751	VEHICLE FUEL USAGE	398	500	300	500	500
6752	VEHICLE 3RD PARTY SVC	40	200	100	100	100
6971	TUITION REIMBURSEMENT	1,725	300	0	0	0
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>22,336</b>	<b>39,000</b>	<b>19,600</b>	<b>22,300</b>	<b>22,500</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	6,100	5,400	5,400	5,400
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>6,100</b>	<b>5,400</b>	<b>5,400</b>	<b>5,400</b>
<b>Total:</b>		<b>94,339</b>	<b>93,798</b>	<b>64,200</b>	<b>76,500</b>	<b>78,200</b>
<b>Fund/Division: 0015505</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(18.44) %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 5506</b>		<b>RECREATION-FIELDS</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	46,738	46,003	57,600	45,800	49,400
4014	VACATION SELL BACK	336	0	0	0	0
4015	ALLOWANCES	343	300	300	300	300
4021	LONGEVITY PAY	494	500	500	500	500
4030	PART-TIME PERS ONLY	716	900	900	1,100	1,100
4032	PART-TIME NON-PERS	15,864	19,900	19,900	25,400	25,400
4241	P.E.R.S	10,122	9,800	12,400	9,300	9,000
4242	NON-PERSABLE COMPENSATION	225	200	200	200	200
4244	MEDICAL/DENTAL INSURANCE	10,561	7,800	8,300	7,800	7,800
4245	LONG TERM DISABILITY	27	0	0	0	0
4247	LIFE INSURANCE	129	100	200	100	200
4250	FICA/HOSPITAL INSURANCE	1,064	933	1,200	1,100	1,100
4299	VACANCY RATE	0	-2,500	0	-2,700	-2,800
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>86,619</b>	<b>83,936</b>	<b>101,500</b>	<b>88,900</b>	<b>92,200</b>
SUPPLIES						
<b>Total:</b>	<b>SUPPLIES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	31,043	33,300	33,000	34,900	34,900
6971	TUITION REIMBURSEMENT	619	800	800	0	0
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>31,661</b>	<b>34,100</b>	<b>33,800</b>	<b>34,900</b>	<b>34,900</b>
SPECIAL PROGRAMS						
7220	EXCURSIONS/SPECIAL EVENT	0	4,500	4,500	5,500	0
7811	POB CONTRIBUTIONS	0	6,000	6,900	6,900	6,900
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>10,500</b>	<b>11,400</b>	<b>12,400</b>	<b>6,900</b>
<b>Total:</b>		<b>118,281</b>	<b>128,536</b>	<b>146,700</b>	<b>136,200</b>	<b>134,000</b>
<b>Fund/Division: 0015506</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					5.96 %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 5507</b>		<b>RECREATION-SENIOR CITIZEN</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	176,680	171,473	173,000	173,500	161,800
4014	VACATION SELL BACK	345	0	1,100	1,800	1,800
4015	ALLOWANCES	476	500	500	500	500
4021	LONGEVITY PAY	3,402	1,300	1,300	1,300	1,300
4030	PART-TIME PERS ONLY	4,359	0	0	0	0
4032	PART-TIME NON-PERS	7,606	11,700	11,700	15,100	1,500
4241	P.E.R.S	40,911	38,250	38,400	36,100	30,200
4242	NON-PERSABLE COMPENSATION	303	300	300	300	300
4244	MEDICAL/DENTAL INSURANCE	46,028	32,600	27,800	40,700	34,000
4245	LONG TERM DISABILITY	179	200	100	200	200
4247	LIFE INSURANCE	310	300	300	300	300
4250	FICA/HOSPITAL INSURANCE	3,376	2,728	2,700	2,500	2,400
4299	VACANCY RATE	0	-7,500	0	-8,500	-7,000
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>283,974</b>	<b>251,851</b>	<b>257,200</b>	<b>263,800</b>	<b>227,300</b>
SUPPLIES						
5110	OFFICE SUPPLIES	2,859	3,500	3,500	3,500	3,500
5115	PROGRAM EXPENSES	15,603	19,200	19,200	22,200	22,200
5116	SENIOR MEAL PROGRAM	716	26,400	26,400	45,000	45,000
5125	PRINT SHOP	717	3,000	3,000	3,000	3,000
<b>Total:</b>	<b>SUPPLIES</b>	<b>19,895</b>	<b>52,100</b>	<b>52,100</b>	<b>73,700</b>	<b>73,700</b>
OPERATING EXPENSES						
6169	CONTRACT EMPLOYEES	49,037	63,000	63,000	91,000	91,000
6971	TUITION REIMBURSEMENT	619	800	800	0	0
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>49,656</b>	<b>63,800</b>	<b>63,800</b>	<b>91,000</b>	<b>91,000</b>
SPECIAL PROGRAMS						
7130	SENIOR CITIZENS COMM	2,007	3,000	3,000	3,100	3,100
7160	EXPENDITURE REIMBURSED	0	4,700	4,700	9,100	9,100
7220	EXCURSIONS/SPECIAL EVENT	22,006	36,800	36,800	40,500	40,500
7811	POB CONTRIBUTIONS	0	30,000	27,700	27,700	27,700
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>24,013</b>	<b>74,500</b>	<b>72,200</b>	<b>80,400</b>	<b>80,400</b>
<b>Total:</b>		<b>377,537</b>	<b>442,251</b>	<b>445,300</b>	<b>508,900</b>	<b>472,400</b>
<b>Fund/Division: 0015507</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					15.07 %	

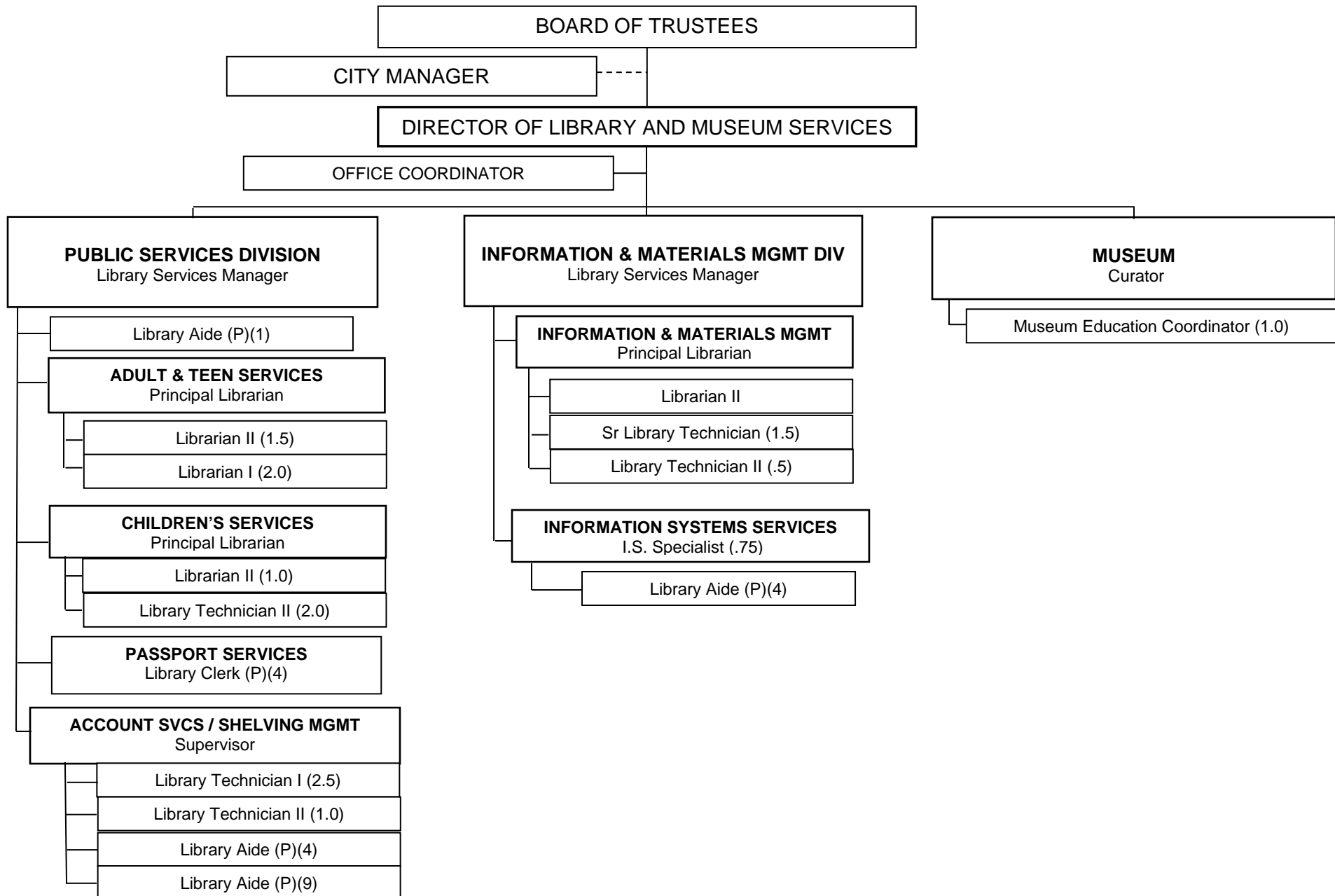
ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 5508</b>		<b>RECREATION-CAMPING</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	33,723	38,828	38,000	38,600	89,900
4014	VACATION SELL BACK	224	0	300	0	0
4015	ALLOWANCES	163	200	200	0	200
4021	LONGEVITY PAY	219	200	200	100	300
4030	PART-TIME PERS ONLY	2,923	0	0	3,800	3,800
4032	PART-TIME NON-PERS	46,580	36,300	36,300	43,300	45,000
4241	P.E.R.S	9,487	8,400	8,200	7,800	16,200
4242	NON-PERSABLE COMPENSATION	104	100	100	100	100
4244	MEDICAL/DENTAL INSURANCE	7,501	7,500	6,100	7,500	20,800
4245	LONG TERM DISABILITY	24	0	0	100	100
4247	LIFE INSURANCE	72	100	100	100	200
4250	FICA/HOSPITAL INSURANCE	1,287	1,018	900	100	2,000
4299	VACANCY RATE	0	-2,300	0	-1,200	-5,300
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>102,306</b>	<b>90,346</b>	<b>90,400</b>	<b>100,300</b>	<b>173,300</b>
SUPPLIES						
5241	DAY CAMP	10,169	0	0	0	0
5242	WINTER/SPRING/FALL CAMP	3,030	3,000	3,000	3,000	3,000
5243	SPORTS CAMP	3,951	9,500	7,200	12,500	12,500
<b>Total:</b>	<b>SUPPLIES</b>	<b>17,150</b>	<b>12,500</b>	<b>10,200</b>	<b>15,500</b>	<b>15,500</b>
OPERATING EXPENSES						
6940	OFFICIAL MEETINGS	330	100	100	100	100
6971	TUITION REIMBURSEMENT	919	500	500	0	0
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>1,249</b>	<b>600</b>	<b>600</b>	<b>100</b>	<b>100</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	5,800	6,400	6,400	6,400
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>5,800</b>	<b>6,400</b>	<b>6,400</b>	<b>6,400</b>
<b>Total:</b>		<b>120,705</b>	<b>109,246</b>	<b>107,600</b>	<b>122,300</b>	<b>195,300</b>
<b>Fund/Division: 0015508</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					11.95 %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 5510</b>		<b>RECREATION-YOUTH MASTER</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	98,767	129,054	129,000	107,800	116,500
4014	VACATION SELL BACK	336	0	0	0	0
4015	ALLOWANCES	410	400	400	400	400
4021	LONGEVITY PAY	603	600	600	800	800
4030	PART-TIME PERS ONLY	7,020	0	200	15,700	16,000
4032	PART-TIME NON-PERS	151,631	290,400	200,000	274,200	285,000
4241	P.E.R.S	22,616	24,500	24,800	21,900	21,100
4242	NON-PERSABLE COMPENSATION	271	300	300	300	300
4244	MEDICAL/DENTAL INSURANCE	21,986	23,600	20,200	22,900	22,900
4245	LONG TERM DISABILITY	76	200	100	200	200
4247	LIFE INSURANCE	199	200	300	200	300
4250	FICA/HOSPITAL INSURANCE	3,955	6,086	4,500	5,800	6,100
4299	VACANCY RATE	0	-11,700	0	-13,400	-14,000
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>307,871</b>	<b>463,640</b>	<b>380,400</b>	<b>436,800</b>	<b>455,600</b>
SUPPLIES						
5125	PRINT SHOP	0	500	500	500	500
5210	ATHLETIC	0	1,000	1,000	1,200	1,200
5220	AWARDS	0	1,900	1,900	6,700	2,000
5250	CRAFT	373	1,000	1,000	1,200	1,200
5280	UNIFORM	0	3,800	3,800	4,600	4,600
<b>Total:</b>	<b>SUPPLIES</b>	<b>373</b>	<b>8,200</b>	<b>8,200</b>	<b>14,200</b>	<b>9,500</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	315	500	500	500	500
6169	CONTRACT EMPLOYEES	0	7,800	7,800	7,800	7,800
6210	TELEPHONE	245	200	300	400	400
6930	MEMBERSHIP & PUBLICATIONS	0	1,600	1,600	1,600	1,600
6971	TUITION REIMBURSEMENT	1,631	800	800	0	0
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>2,192</b>	<b>10,900</b>	<b>11,000</b>	<b>10,300</b>	<b>10,300</b>
SPECIAL PROGRAMS						
7220	EXCURSIONS/SPECIAL EVENT	44,301	60,200	60,200	60,200	60,200
7811	POB CONTRIBUTIONS	0	13,200	15,300	15,300	15,300
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>44,301</b>	<b>73,400</b>	<b>75,500</b>	<b>75,500</b>	<b>75,500</b>
<b>Total:</b>		<b>354,737</b>	<b>556,140</b>	<b>475,100</b>	<b>536,800</b>	<b>550,900</b>
<b>Fund/Division: 0015510</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(3.48) %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 5520</b>		<b>RECREATION-MUSEUM EDUCATN</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	19,826	21,114	21,400	21,300	22,400
4014	VACATION SELL BACK	112	0	200	400	400
4015	ALLOWANCES	115	100	100	100	100
4021	LONGEVITY PAY	274	300	300	300	300
4030	PART-TIME PERS ONLY	48	0	0	0	0
4032	PART-TIME NON-PERS	6,501	7,500	7,500	8,000	8,000
4241	P.E.R.S	4,500	4,800	4,900	4,500	4,200
4242	NON-PERSABLE COMPENSATION	72	100	100	100	100
4244	MEDICAL/DENTAL INSURANCE	3,523	3,900	3,000	3,900	3,900
4245	LONG TERM DISABILITY	13	0	0	0	0
4247	LIFE INSURANCE	47	100	0	100	100
4250	FICA/HOSPITAL INSURANCE	413	409	500	400	400
4299	VACANCY RATE	0	-1,100	0	-1,200	-1,200
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>35,445</b>	<b>37,223</b>	<b>38,000</b>	<b>37,900</b>	<b>38,700</b>
SUPPLIES						
5110	OFFICE SUPPLIES	300	300	300	300	300
<b>Total:</b>	<b>SUPPLIES</b>	<b>300</b>	<b>300</b>	<b>300</b>	<b>300</b>	<b>300</b>
OPERATING EXPENSES						
6169	CONTRACT EMPLOYEES	17,584	18,200	18,200	20,600	30,000
6971	TUITION REIMBURSEMENT	206	300	300	0	0
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>17,790</b>	<b>18,500</b>	<b>18,500</b>	<b>20,600</b>	<b>30,000</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	2,900	3,000	3,100	3,100
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>2,900</b>	<b>3,000</b>	<b>3,100</b>	<b>3,100</b>
<b>Total:</b>		<b>53,535</b>	<b>58,923</b>	<b>59,800</b>	<b>61,900</b>	<b>72,100</b>
<b>Fund/Division: 0015520</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					5.05 %	

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# 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, past and present, 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, recreational, 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 ongoing community engagement, the Library continues to think strategically and effectively to provide high quality services, collections, and programs for all ages 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 Arcadia.

With the unprecedented COVID-19 pandemic closure behind us and vaccinations readily available, the Library fully reopened in the latter half of FY 2021-2022. In 2022-2023, the Library was fully reopened and continued to offer an expansion of services, including contactless, remote, and in-person options for services, collections, and programs. In-person programs were also re-introduced. This past year, the focus has been to continue to provide a variety of flexible options to access information, collections, services, and programs and to listen to the needs of the community to shape current and future services. In addition, recruitment, hiring, and training back 1/3 of the Library's workforce due to retirements and turnover has been a high priority and will continue to be into the FY 2023-2024.

The Library reorganized its staff (2021-2022) under two divisions, Public Services and Information and Materials Management Division.

**Public Services Division** is made up of Adult and Teen Services, Children's Services, and Passport Services. Adult, Teen, and Children's Services are responsible for assisting patrons with informational inquiries, reader's advisory, as well as offering informational, educational, and literacy-based classes and programs, and selecting and maintaining print and online collections, in a variety of media, languages, and formats. This division also coordinates and provides outreach to schools and community events when resources permit. Adult and Teen

## **Library and Museum Services Department - Continued**

Services is responsible for the Arcadia two-dimensional history research collection and the Memory Lab. The Adult, Teen, and Children's Services are at the forefront of current and emerging informational, educational, digital, and technology needs that best serve an informed citizenry. Passport Services is a separate service provided for the community and is self-supporting within the Library. Community display cases and room rentals also fall under this division.

**Information and Materials Management Division** is made up of Cataloging and Acquisitions Services, Information Services, and Account and Shelving Management 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 adds and withdraws cataloging records and materials to maintain an accurate catalog and physical collections. The Information Services section maintains the Library and Museum's internal and external technology infrastructure, including public and internal networks, computers, printers, public Wi-Fi, and public computers, including 3D printing. 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 assists with maintenance and updates to the Library and Museum's website and provides technical assistance to the public with the public computers, printers, copiers, scanner, and 3D printing. Account and Shelving Management Services section is responsible for management of collection inventory flow in and out of the building as well as collection housing, account management, and library cards.

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

The Museum Curator is responsible for collections management, exhibition design and construction, cataloging, grant writing, research, and public assistance. Using Museum artifacts, permanent exhibits reveal the timeline of Arcadia's past from when the area was still underwater, to the local Native Americans, the Ranchos, and how Arcadia fit into the evolving history of California, providing the community a sense of place. There are currently five permanent exhibit spaces that are dedicated to Arcadia's chronological story, including the Arcadia Veterans 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 offered inside the Museum and throughout the City, highlighting the City's various cultures and history. The Museum provides opportunities and forums for the community to share their stories and reflect on the past.

## **Library and Museum Services Department - Continued**

The Museum Education Coordinator plans and implements interpretive programs addressing historic and cultural topics for various audiences with an emphasis on educational services for school children, teachers, and occasionally, scout troops. In addition, this position develops resource materials that support exhibitions, local history, and compliments school curriculum. This position is also responsible for volunteer recruitment and training. The Museum presents programs for all ages incorporating education about Arcadia's history, including school and scout programs, adult workshops, and lectures. Care of the Museum's archival collections is a top priority, as they are 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 space is shared with the Community Services and Recreation Department, who uses this space for community classes.

### **FY 2023-24 Work Plan:**

#### Library:

1. Maintain safe, welcoming, and friendly spaces and provide an engaging mix of services, collections, and programs guided by community and professional staff input and supported in part by grants, interns, volunteers, and community partnerships.
2. Continue to fill vacancies and implement a robust training program to ensure success of new employees.
3. Continue to develop a strong intern and volunteer program to assist with collections, programs, services, and advocacy.
4. Continue to provide strong informational, technological, community, and reading literacy programs to continue to help our community be active lifelong learners.
5. Help to stimulate civic and community involvement by safeguarding access to information and ideas through the support of intellectual freedom, equitable access, privacy, and diverse perspectives and viewpoints. Continue to provide Arcadia residents local, state, and federal government information, programs, and services to encourage a better informed and involved citizenry. Serve as a voter site within the community.
6. Utilize, update, and maintain appropriate technology and equipment to meet organizational and community needs. Replace seven-year-old 3D printer. Replace 15 seven-year-old public computers with new computers and Windows 11 software. Replace outdated Early Learning literacy stations (AWE stations).
7. Build back a strong volunteer and intern base to assist with library services. Continue to engage the teens through the Teen Advisory Group, the Middle School Advisory Group, and adults through adult programs.

## **Library and Museum Services Department - Continued**

8. Continue a strong marketing, publicity, and social media presence, informing the community of the wide variety of services, programs, and collections available in-person and remotely at the Library and Museum. Seek input from the community for better services, collections, and programs.
9. Continue Passport Services as an ongoing, separate, cost-recovery service for the community.
10. Maintain and refresh the facility, grounds, and furnishings to ensure an attractive, safe, and inviting environment for people visiting the Library. Pursue Building Forward grants to replace 1961 sewer pipes and replace Boys and Girls restrooms with updated restrooms and a family restroom (multi-year project). Install slanted shelving for better access to the adult graphic novel collection.
11. Provide a robust and diverse collection of books and resources that meet the needs of Arcadia residents as well as a variety of programs and services that attract hard-to-reach populations as well as inspiring life-long learning for all ages.
12. Continue to attract, develop, and train an innovative, talented, nimble, and diverse workforce. Improve organizational culture, knowledge, skills, and abilities of staff through training, workshops, and professional development opportunities. Continue to provide new training opportunities through cross-training, community engagement, and formal training opportunities throughout the organization. Continue to recruit, hire, and train staff to fill vacated positions this past year due to retirements and promotions.
13. Work with the Friends of the Library to provide a sustainable and containable space for donations within the confines of the Friends designated areas in the basement.

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

1. Bring Arcadia residents back to the Museum by maintaining safe and friendly spaces and an engaging mix of services and programs guided by community input and Los Angeles County Public Health guidelines supported by grants, interns, volunteers, and community partnerships
2. Continue to fill vacancies and implement a robust training program to ensure success of new employees, interns, and volunteers.
3. Provide hands-on experience and opportunities to emerging museum professionals with internships.
4. Continue to develop a strong intern and volunteer program to assist with collections, programs, services, and advocacy.
5. Continue to provide strong educational programs for all ages that develop a lifelong love of learning about local history and to continue to bring in repeat and new visitors alike throughout the year. Continue to provide the “why” and “so what” of local history and how it fits in with history nationally and internationally.

## **Library and Museum Services Department - Continued**

6. Continue to ethically accession, deaccession, and maintain proper documentation, indexing, storage, and care for the artifact collections following museum management best standards and practices.
7. Continue to look for ways to store and share collections in the most compact and accessible configurations to maximize the limited space available.
8. Systematically refresh permanent and temporary exhibit spaces and take advantage of technology to offer new interactive and hands-on experiences for the public.
9. Continue to bring in repeat and new visitors throughout the year.
10. Continue to collaborate with community groups, schools, and individuals to develop temporary exhibits that meet the current interests of the community.
11. Continue the Continuum of Excellence towards accreditation by the American Alliance of Museums by working on the required five core documents. Engage in the American Association of State and Local History's StEPs (Standards and Excellence Program for History Organizations) program. This year, the focus will continue to be on collections, interns, volunteers, visitors, and audience.
12. Work to update the Museum's Long- Range Plan.
13. Continue to develop a strong collaboration with the Friends of the Museum.

## **FY23-24 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	3.00
Librarian II	2.50
Library Services Manager	2.00
Library Technician I	3.00
Library Technician II	2.00
Museum Education Coordinator	1.00
Office Coordinator	1.00
Principal Librarian	3.00
Senior Library Technician	2.50
<b>TOTAL</b>	<b>23.75</b>

ACCOUNT TITLE		2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>		<b>5600</b>	<b>LIBRARY &amp; MUSEUM SERVICES</b>			
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	1,893,823	2,072,576	1,841,200	1,914,400	2,042,600
4011	SPECIALIST PAY	2,333	2,000	3,000	3,000	3,000
4014	VACATION SELL BACK	648	2,300	4,300	4,600	4,600
4015	ALLOWANCES	1,627	1,600	1,100	1,300	1,300
4020	STABILITY PAY	500	500	500	0	0
4021	LONGEVITY PAY	25,214	25,500	22,400	18,100	20,100
4030	PART-TIME PERS ONLY	0	0	11,500	0	0
4032	PART-TIME NON-PERS	193,022	293,500	197,700	311,200	328,000
4130	OVERTIME	1,863	3,300	3,300	4,400	3,300
4241	P.E.R.S	430,014	478,700	416,000	404,800	385,500
4242	NON-PERSABLE COMPENSATIOI	2,079	2,300	1,900	1,700	1,700
4244	MEDICAL/DENTAL INSURANCE	330,488	327,200	256,100	323,200	323,200
4245	LONG TERM DISABILITY	1,335	2,700	1,400	2,700	2,700
4247	LIFE INSURANCE	2,301	2,800	2,200	2,500	2,500
4250	FICA/HOSPITAL INSURANCE	30,495	34,852	30,100	29,000	30,900
4299	VACANCY RATE	0	-94,400	0	-80,200	-83,400
<b>Total: SALARIES &amp; WAGES</b>		<b>2,915,742</b>	<b>3,155,428</b>	<b>2,792,700</b>	<b>2,940,700</b>	<b>3,066,000</b>
SUPPLIES						
5110	OFFICE SUPPLIES	42,122	48,100	48,100	58,800	57,000
5115	PROGRAM EXPENSES	3,406	12,100	12,100	16,900	17,000
5125	PRINT SHOP	11,424	14,400	8,400	11,600	11,600
5230	BUILDING AND GROUNDS	15,470	19,800	20,000	21,600	14,800
<b>Total: SUPPLIES</b>		<b>72,422</b>	<b>94,400</b>	<b>88,600</b>	<b>108,900</b>	<b>100,400</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	292,261	335,200	335,200	391,700	441,300
6210	TELEPHONE	26,433	27,600	23,400	28,100	28,400
6310	MILEAGE	532	600	500	800	800
6505	GENERAL LIABILITY	72,400	74,800	74,800	79,100	79,500
6507	WORKERS' COMPENSATION	47,300	49,900	49,900	55,700	56,100
6611	ELECTRIC	141,386	150,400	165,400	177,000	189,400
6612	GAS	12,424	11,000	19,800	21,200	22,300
6614	WATER	1,557	1,200	2,100	2,100	2,100
6730	OFFICE EQUIPMENT	7,675	15,000	15,000	40,200	24,200
6750	VEHICLE MAINTENANCE	1,412	2,200	1,500	1,900	1,900
6751	VEHICLE FUEL USAGE	328	300	500	500	500
6752	VEHICLE 3RD PARTY SVC	12	400	100	200	200
6760	BUILDING REPAIR & MAINT	14,172	23,400	17,500	17,000	21,000
6921	BIBLIOGRAPHIC UTILITIES	30,415	40,500	31,600	35,500	36,000
6922	LIBRARY MATERIALS	213,362	219,100	219,100	224,300	226,500
6923	ELECTRONIC RESOURCES	93,400	124,400	124,400	118,500	129,800
6925	ARTIFACT	2,611	2,500	2,500	2,500	2,700
6930	MEMBERSHIP & PUBLICATIONS	6,390	7,900	7,100	7,200	8,100
6940	OFFICIAL MEETINGS	2,614	4,600	4,600	15,100	12,700
6960	EQUIPMENT REPLACEMENT	99,336	320,000	320,000	97,200	36,500
6970	TRAINING	5,615	7,700	7,700	10,200	10,200
6971	TUITION REIMBURSEMENT	4,126	4,200	4,200	4,100	4,200
6977	EMPLOYEE SUPPORT	1,092	1,100	1,100	3,200	3,200

ACCOUNT TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>Total: OPERATING EXPENSES</b>	<b>1,076,852</b>	<b>1,424,000</b>	<b>1,428,000</b>	<b>1,333,300</b>	<b>1,337,600</b>
SPECIAL PROGRAMS					
7811 POB CONTRIBUTIONS	0	273,400	291,500	291,600	291,600
<b>Total: SPECIAL PROGRAMS</b>	<b>0</b>	<b>273,400</b>	<b>291,500</b>	<b>291,600</b>	<b>291,600</b>
<b>Total Division:</b>	<b>4,065,016</b>	<b>4,947,228</b>	<b>4,600,800</b>	<b>4,674,500</b>	<b>4,795,600</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				(5.51)%	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
DIVISION: 5601		LIBRARY-ADMIN				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	529,631	540,194	485,600	494,100	522,400
4014	VACATION SELL BACK	0	1,500	0	0	0
4015	ALLOWANCES	1,627	1,600	1,100	1,300	1,300
4021	LONGEVITY PAY	5,487	6,800	5,500	4,600	4,900
4032	PART-TIME NON-PERS	3,897	22,500	22,500	24,500	26,000
4241	P.E.R.S	119,764	124,500	108,600	104,300	98,400
4242	NON-PERSABLE COMPENSATION	2,079	2,300	1,900	1,700	1,700
4244	MEDICAL/DENTAL INSURANCE	74,464	66,600	45,300	62,600	62,600
4245	LONG TERM DISABILITY	243	400	200	400	400
4247	LIFE INSURANCE	1,219	1,400	1,100	1,100	1,100
4250	FICA/HOSPITAL INSURANCE	8,034	8,186	7,800	7,600	8,000
4299	VACANCY RATE	0	-22,000	0	-21,100	-21,700
Total:	SALARIES & WAGES	746,443	753,980	679,600	681,100	705,100
SUPPLIES						
5110	OFFICE SUPPLIES	7,653	7,000	7,000	7,200	7,200
5115	PROGRAM EXPENSES	288	6,800	6,800	8,600	8,600
5125	PRINT SHOP	8,013	11,400	5,400	6,600	6,600
5230	BUILDING AND GROUNDS	14,545	18,000	18,000	19,300	12,000
Total:	SUPPLIES	30,499	43,200	37,200	41,700	34,400
OPERATING EXPENSES						
6160	CONTRACT SERVICES	264,452	299,300	299,300	352,800	400,000
6210	TELEPHONE	22,427	23,500	18,900	23,500	23,700
6310	MILEAGE	119	300	300	400	400
6505	GENERAL LIABILITY	72,400	74,800	74,800	79,100	79,500
6507	WORKERS' COMPENSATION	47,300	49,900	49,900	55,700	56,100
6611	ELECTRIC	141,386	150,400	165,400	177,000	189,400
6612	GAS	12,424	11,000	19,800	21,200	22,300
6614	WATER	1,557	1,200	2,100	2,100	2,100
6730	OFFICE EQUIPMENT	4,135	3,500	3,500	12,600	10,600
6750	VEHICLE MAINTENANCE	1,412	2,200	1,500	1,900	1,900
6751	VEHICLE FUEL USAGE	328	300	500	500	500
6752	VEHICLE 3RD PARTY SVC	12	400	100	200	200
6760	BUILDING REPAIR & MAINT	12,635	12,000	6,100	10,000	12,000
6930	MEMBERSHIP & PUBLICATIONS	5,256	6,500	5,700	5,700	6,500
6940	OFFICIAL MEETINGS	1,830	3,200	3,200	11,700	9,200
6960	EQUIPMENT REPLACEMENT	99,336	320,000	320,000	97,200	36,500
6970	TRAINING	4,622	6,700	6,700	8,700	8,700
6971	TUITION REIMBURSEMENT	4,126	4,200	4,200	4,100	4,200
6977	EMPLOYEE SUPPORT	1,092	1,100	1,100	3,200	3,200
Total:	OPERATING EXPENSES	696,849	970,500	983,100	867,600	867,000
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	77,700	81,200	81,200	81,200
Total:	SPECIAL PROGRAMS	0	77,700	81,200	81,200	81,200

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>Total:</b>		<b>1,473,792</b>	<b>1,845,380</b>	<b>1,781,100</b>	<b>1,671,600</b>	<b>1,687,700</b>
<b>Fund/Division: 0015601</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(9.42) %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 5602</b>		<b>LIBRARY-INFORMATION SYSTE</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	58,747	61,971	63,000	60,700	63,100
4021	LONGEVITY PAY	525	0	500	0	0
4032	PART-TIME NON-PERS	35,917	50,500	40,000	53,400	55,000
4241	P.E.R.S	12,795	13,100	13,100	12,200	11,400
4244	MEDICAL/DENTAL INSURANCE	7,152	6,700	6,600	6,700	6,700
4245	LONG TERM DISABILITY	53	100	100	100	100
4247	LIFE INSURANCE	53	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	1,402	1,645	1,500	900	900
4299	VACANCY RATE	0	-3,900	0	-2,400	-2,500
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>116,644</b>	<b>130,216</b>	<b>124,900</b>	<b>131,700</b>	<b>134,800</b>
SUPPLIES						
5110	OFFICE SUPPLIES	711	1,300	1,300	500	2,000
<b>Total:</b>	<b>SUPPLIES</b>	<b>711</b>	<b>1,300</b>	<b>1,300</b>	<b>500</b>	<b>2,000</b>
OPERATING EXPENSES						
6730	OFFICE EQUIPMENT	0	3,900	3,900	6,700	3,900
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>0</b>	<b>3,900</b>	<b>3,900</b>	<b>6,700</b>	<b>3,900</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	8,300	8,700	8,700	8,700
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>8,300</b>	<b>8,700</b>	<b>8,700</b>	<b>8,700</b>
<b>Total:</b>		<b>117,355</b>	<b>143,716</b>	<b>138,800</b>	<b>147,600</b>	<b>149,400</b>
<b>Fund/Division: 0015602</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					2.70 %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 5603</b>		<b>LIBRARY-SHELVING MGMT</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	-4,035	2,047	3,400	0	0
4011	SPECIALIST PAY	4	0	0	0	0
4021	LONGEVITY PAY	5	0	0	0	0
4032	PART-TIME NON-PERS	71,549	112,400	55,000	133,500	140,000
4241	P.E.R.S	316	0	0	0	0
4244	MEDICAL/DENTAL INSURANCE	7,707	0	0	0	0
4245	LONG TERM DISABILITY	4	0	0	0	0
4247	LIFE INSURANCE	4	0	0	0	0
4250	FICA/HOSPITAL INSURANCE	1,082	1,630	700	0	0
4299	VACANCY RATE	0	-3,400	0	0	0
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>76,637</b>	<b>112,677</b>	<b>59,100</b>	<b>133,500</b>	<b>140,000</b>
SUPPLIES						
5110	OFFICE SUPPLIES	678	700	700	4,900	700
<b>Total:</b>	<b>SUPPLIES</b>	<b>678</b>	<b>700</b>	<b>700</b>	<b>4,900</b>	<b>700</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	300	200	200	200
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>300</b>	<b>200</b>	<b>200</b>	<b>200</b>
<b>Total:</b>		<b>77,315</b>	<b>113,677</b>	<b>60,000</b>	<b>138,600</b>	<b>140,900</b>
<b>Fund/Division: 0015603</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					21.92 %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 5604</b>		<b>LIBRARY-ACCOUNT SERVICES</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	200,923	266,423	215,400	232,700	256,800
4021	LONGEVITY PAY	2,194	2,200	1,700	0	0
4032	PART-TIME NON-PERS	34,504	50,200	50,200	53,400	57,000
4241	P.E.R.S	43,512	57,700	45,900	46,900	46,200
4244	MEDICAL/DENTAL INSURANCE	52,538	60,100	50,100	60,100	60,100
4245	LONG TERM DISABILITY	190	500	300	500	500
4247	LIFE INSURANCE	188	300	300	300	300
4250	FICA/HOSPITAL INSURANCE	3,907	4,641	4,200	3,400	3,700
4299	VACANCY RATE	0	-13,000	0	-10,300	-11,000
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>337,956</b>	<b>429,064</b>	<b>368,100</b>	<b>387,000</b>	<b>413,600</b>
SUPPLIES						
5110	OFFICE SUPPLIES	3,274	4,000	4,000	4,000	4,000
<b>Total:</b>	<b>SUPPLIES</b>	<b>3,274</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>	<b>4,000</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	25,500	29,500	29,500	29,500
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>25,500</b>	<b>29,500</b>	<b>29,500</b>	<b>29,500</b>
<b>Total:</b>		<b>341,230</b>	<b>458,564</b>	<b>401,600</b>	<b>420,500</b>	<b>447,100</b>
<b>Fund/Division: 0015604</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(8.30) %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 5605</b>		<b>LIBRARY-CHILDREN</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	327,585	325,347	307,400	292,100	309,500
4011	SPECIALIST PAY	1,023	1,000	1,000	1,000	1,000
4021	LONGEVITY PAY	4,385	4,400	4,400	2,900	3,300
4241	P.E.R.S	75,006	75,300	71,200	61,800	58,500
4244	MEDICAL/DENTAL INSURANCE	53,970	53,500	43,500	53,500	53,500
4245	LONG TERM DISABILITY	248	500	200	500	500
4247	LIFE INSURANCE	245	300	200	300	300
4250	FICA/HOSPITAL INSURANCE	4,997	4,756	4,600	4,300	4,600
4299	VACANCY RATE	0	-13,600	0	-12,500	-12,900
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>467,458</b>	<b>451,503</b>	<b>432,500</b>	<b>403,900</b>	<b>418,300</b>
SUPPLIES						
5110	OFFICE SUPPLIES	3,094	3,200	3,200	3,200	3,300
5115	PROGRAM EXPENSES	780	1,100	1,100	1,200	1,200
<b>Total:</b>	<b>SUPPLIES</b>	<b>3,874</b>	<b>4,300</b>	<b>4,300</b>	<b>4,400</b>	<b>4,500</b>
OPERATING EXPENSES						
6922	LIBRARY MATERIALS	62,306	63,000	63,000	65,000	67,000
6923	ELECTRONIC RESOURCES	14,200	16,800	16,800	16,800	16,800
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>76,506</b>	<b>79,800</b>	<b>79,800</b>	<b>81,800</b>	<b>83,800</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	49,000	50,800	50,800	50,800
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>49,000</b>	<b>50,800</b>	<b>50,800</b>	<b>50,800</b>
<b>Total:</b>		<b>547,837</b>	<b>584,603</b>	<b>567,400</b>	<b>540,900</b>	<b>557,400</b>
<b>Fund/Division: 0015605</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(7.48) %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 5607</b>		<b>LIBRARY-TECHNICAL</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	331,594	340,882	279,200	313,300	330,500
4014	VACATION SELL BACK	0	0	3,500	0	0
4020	STABILITY PAY	500	500	500	0	0
4021	LONGEVITY PAY	7,133	6,600	5,800	6,000	6,400
4241	P.E.R.S	76,950	80,000	64,900	69,100	65,100
4244	MEDICAL/DENTAL INSURANCE	59,707	53,500	41,600	53,500	53,500
4245	LONG TERM DISABILITY	265	500	200	500	500
4247	LIFE INSURANCE	263	300	200	300	300
4250	FICA/HOSPITAL INSURANCE	3,625	5,034	3,600	4,600	4,900
4299	VACANCY RATE	0	-14,200	0	-13,400	-13,800
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>480,037</b>	<b>473,116</b>	<b>399,500</b>	<b>433,900</b>	<b>447,400</b>
SUPPLIES						
5110	OFFICE SUPPLIES	14,863	16,600	16,600	19,100	19,500
<b>Total:</b>	<b>SUPPLIES</b>	<b>14,863</b>	<b>16,600</b>	<b>16,600</b>	<b>19,100</b>	<b>19,500</b>
OPERATING EXPENSES						
6921	BIBLIOGRAPHIC UTILITIES	30,415	40,500	31,600	35,500	36,000
6922	LIBRARY MATERIALS	8,756	9,000	9,000	9,000	9,000
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>39,170</b>	<b>49,500</b>	<b>40,600</b>	<b>44,500</b>	<b>45,000</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	49,600	52,200	52,200	52,200
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>49,600</b>	<b>52,200</b>	<b>52,200</b>	<b>52,200</b>
<b>Total:</b>		<b>534,071</b>	<b>588,816</b>	<b>508,900</b>	<b>549,700</b>	<b>564,100</b>
<b>Fund/Division: 0015607</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(6.64) %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 5608</b>		<b>LIBRARY-ADULT</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	340,230	402,747	368,800	374,300	398,800
4011	SPECIALIST PAY	1,027	1,000	1,000	1,000	1,000
4014	VACATION SELL BACK	648	800	800	4,600	4,600
4021	LONGEVITY PAY	5,485	5,500	4,500	4,400	4,400
4241	P.E.R.S	77,820	92,900	84,900	80,500	76,400
4244	MEDICAL/DENTAL INSURANCE	51,339	60,100	50,100	60,100	60,100
4245	LONG TERM DISABILITY	225	500	300	500	500
4247	LIFE INSURANCE	223	300	200	300	300
4250	FICA/HOSPITAL INSURANCE	4,932	5,956	5,300	5,600	6,000
4299	VACANCY RATE	0	-16,800	0	-15,900	-16,600
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>481,929</b>	<b>553,003</b>	<b>515,900</b>	<b>515,400</b>	<b>535,500</b>
SUPPLIES						
5110	OFFICE SUPPLIES	3,736	3,300	3,300	7,100	3,300
5115	PROGRAM EXPENSES	500	1,000	1,000	2,000	2,000
<b>Total:</b>	<b>SUPPLIES</b>	<b>4,235</b>	<b>4,300</b>	<b>4,300</b>	<b>9,100</b>	<b>5,300</b>
OPERATING EXPENSES						
6922	LIBRARY MATERIALS	142,300	147,100	147,100	150,300	150,500
6923	ELECTRONIC RESOURCES	79,200	107,600	107,600	101,700	113,000
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>221,500</b>	<b>254,700</b>	<b>254,700</b>	<b>252,000</b>	<b>263,500</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	47,900	52,700	52,800	52,800
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>47,900</b>	<b>52,700</b>	<b>52,800</b>	<b>52,800</b>
<b>Total:</b>		<b>707,665</b>	<b>859,903</b>	<b>827,600</b>	<b>829,300</b>	<b>857,100</b>
<b>Fund/Division: 0015608</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(3.56) %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 5620</b>		<b>LIBRARY-MUSEUM</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	109,068	131,941	116,700	147,200	161,500
4011	SPECIALIST PAY	280	0	1,000	1,000	1,000
4021	LONGEVITY PAY	0	0	0	200	1,100
4032	PART-TIME NON-PERS	18,275	0	5,000	0	0
4130	OVERTIME	1,863	3,300	3,300	4,400	3,300
4241	P.E.R.S	23,856	35,200	24,700	30,000	29,500
4244	MEDICAL/DENTAL INSURANCE	23,611	26,700	18,900	26,700	26,700
4245	LONG TERM DISABILITY	106	200	100	200	200
4247	LIFE INSURANCE	105	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	2,096	2,189	1,900	2,200	2,400
4299	VACANCY RATE	0	-5,700	0	-3,800	-4,000
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>179,261</b>	<b>193,930</b>	<b>171,700</b>	<b>208,200</b>	<b>221,800</b>
SUPPLIES						
5110	OFFICE SUPPLIES	2,013	3,000	3,000	500	4,500
5115	PROGRAM EXPENSES	1,838	3,200	3,200	5,100	5,200
5125	PRINT SHOP	3,410	3,000	3,000	5,000	5,000
5230	BUILDING AND GROUNDS	288	800	500	800	1,000
<b>Total:</b>	<b>SUPPLIES</b>	<b>7,550</b>	<b>10,000</b>	<b>9,700</b>	<b>11,400</b>	<b>15,700</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	20,748	26,200	26,200	28,400	29,800
6210	TELEPHONE	807	800	1,000	1,000	1,000
6310	MILEAGE	413	300	200	400	400
6730	OFFICE EQUIPMENT	3,540	6,100	6,100	17,900	6,700
6760	BUILDING REPAIR & MAINT	768	8,200	8,200	5,000	7,000
6925	ARTIFACT	2,611	2,500	2,500	2,500	2,700
6930	MEMBERSHIP & PUBLICATIONS	1,134	1,400	1,400	1,500	1,600
6940	OFFICIAL MEETINGS	784	1,400	1,400	3,400	3,500
6970	TRAINING	993	1,000	1,000	1,500	1,500
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>31,798</b>	<b>47,900</b>	<b>48,000</b>	<b>61,600</b>	<b>54,200</b>
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	15,100	16,200	16,200	16,200
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>15,100</b>	<b>16,200</b>	<b>16,200</b>	<b>16,200</b>
<b>Total:</b>		<b>218,609</b>	<b>266,930</b>	<b>245,600</b>	<b>297,400</b>	<b>307,900</b>
<b>Fund/Division: 0015620</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					11.41 %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 5630</b>		<b>MUSEUM EDUCATION CENTER</b>				
SUPPLIES						
5230	BUILDING AND GROUNDS	637	1,000	1,500	1,500	1,800
<b>Total:</b>	<b>SUPPLIES</b>	<b>637</b>	<b>1,000</b>	<b>1,500</b>	<b>1,500</b>	<b>1,800</b>
OPERATING EXPENSES						
6160	CONTRACT SERVICES	7,060	9,700	9,700	10,500	11,500
6210	TELEPHONE	3,198	3,300	3,500	3,600	3,700
6730	OFFICE EQUIPMENT	0	1,500	1,500	3,000	3,000
6760	BUILDING REPAIR & MAINT	769	3,200	3,200	2,000	2,000
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>11,028</b>	<b>17,700</b>	<b>17,900</b>	<b>19,100</b>	<b>20,200</b>
<b>Total:</b>		<b>11,664</b>	<b>18,700</b>	<b>19,400</b>	<b>20,600</b>	<b>22,000</b>
<b>Fund/Division: 0015630</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					10.16 %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DIVISION: 5640</b>		<b>PASSPORT PROCESSING</b>				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	81	1,024	1,700	0	0
4030	PART-TIME PERS ONLY	0	0	11,500	0	0
4032	PART-TIME NON-PERS	28,882	57,900	25,000	46,400	50,000
4241	P.E.R.S	-6	0	2,700	0	0
4250	FICA/HOSPITAL INSURANCE	420	815	500	400	400
4299	VACANCY RATE	0	-1,800	0	-800	-900
<b>Total:</b>	<b>SALARIES &amp; WAGES</b>	<b>29,377</b>	<b>57,939</b>	<b>41,400</b>	<b>46,000</b>	<b>49,500</b>
SUPPLIES						
5110	OFFICE SUPPLIES	6,101	9,000	9,000	12,300	12,500
<b>Total:</b>	<b>SUPPLIES</b>	<b>6,101</b>	<b>9,000</b>	<b>9,000</b>	<b>12,300</b>	<b>12,500</b>
OPERATING EXPENSES						
<b>Total:</b>	<b>OPERATING EXPENSES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
SPECIAL PROGRAMS						
<b>Total:</b>	<b>SPECIAL PROGRAMS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total:</b>		<b>35,478</b>	<b>66,939</b>	<b>50,400</b>	<b>58,300</b>	<b>62,000</b>
<b>Fund/Division: 0015640</b>						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(12.91) %	

## Narcotic Seizure

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>133,500</b>	<b>164,200</b>	<b>199,100</b>
Estimated Revenue:			
Police Services	30,000	30,000	30,000
Asset Seizure fund	0	0	0
Interest Earnings	700	4,900	6,000
Transfer-In /(AB109 Fund & General Fund)	0	0	0
Total Revenues	30,700	34,900	36,000
Estimated Funds Available	164,200	199,100	235,100
Proposed Expenditures:			
Equipment	0	0	0
F.A.S.T.	0	0	0
Total Expenditures	0	0	0
<b>Ending Fund Balance</b>	<b>164,200</b>	<b>199,100</b>	<b>235,100</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

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>271,600</b>	<b>255,500</b>	<b>253,600</b>
Estimated Revenue:			
C.O.P.S. AB 3229 Funds	160,000	170,000	180,000
Interest Income	3,400	7,700	7,600
Total Revenues	163,400	177,700	187,600
Estimated Funds Available	435,000	433,200	441,200
Proposed Expenditures:			
Operating Costs	179,500	179,600	182,300
Total Expenditures	179,500	179,600	182,300
<b>Ending Fund Balance</b>	<b>255,500</b>	<b>253,600</b>	<b>258,900</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.

ACCOUNT TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>	<b>2100</b>	<b>POLICE</b>			
SALARIES & WAGES					
4010 REGULAR EMPLOYEES	100,440	103,871	103,900	103,900	108,000
4021 LONGEVITY PAY	1,097	1,100	1,100	1,600	1,600
4241 P.E.R.S	23,514	22,700	22,600	21,300	19,700
4242 NON-PERSABLE COMPENSATIOI	488	500	500	500	500
4244 MEDICAL/DENTAL INSURANCE	17,264	17,300	17,200	17,300	17,300
4245 LONG TERM DISABILITY	53	100	100	100	100
4247 LIFE INSURANCE	282	300	300	300	300
4250 FICA/HOSPITAL INSURANCE	1,289	1,545	1,300	1,500	1,600
<b>Total: SALARIES &amp; WAGES</b>	<b>144,426</b>	<b>147,416</b>	<b>147,000</b>	<b>146,500</b>	<b>149,100</b>
SUPPLIES					
5260 FIELDS	2,024	10,000	10,000	10,000	10,000
<b>Total: SUPPLIES</b>	<b>2,024</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
OPERATING EXPENSES					
6505 GENERAL LIABILITY	2,800	2,900	2,900	3,100	3,100
6507 WORKERS' COMPENSATION	3,500	3,700	3,700	4,100	4,200
<b>Total: OPERATING EXPENSES</b>	<b>6,300</b>	<b>6,600</b>	<b>6,600</b>	<b>7,200</b>	<b>7,300</b>
SPECIAL PROGRAMS					
7811 POB CONTRIBUTIONS	0	14,200	15,900	15,900	15,900
<b>Total: SPECIAL PROGRAMS</b>	<b>0</b>	<b>14,200</b>	<b>15,900</b>	<b>15,900</b>	<b>15,900</b>
<b>Total Division:</b>	<b>152,750</b>	<b>178,216</b>	<b>179,500</b>	<b>179,600</b>	<b>182,300</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				0.78 %	

## Medical/Dental Insurance Fund

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>456,800</b>	<b>456,800</b>	<b>456,800</b>
Estimated Revenue:			
Charges to City Departments	3,850,900	4,706,200	4,716,300
Total Revenues	3,850,900	4,706,200	4,716,300
Estimated Funds Available	4,307,700	5,163,000	5,173,100
Proposed Expenditures:			
Claims & Administration	3,849,400	4,704,600	4,714,600
Transfer to General Fund	1,500	1,600	1,700
Total Expenditures	3,850,900	4,706,200	4,716,300
<b>Ending Fund Balance</b>	<b>456,800</b>	<b>456,800</b>	<b>456,800</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	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>		<b>00</b>	<b>MEDICAL/DENTAL</b>			
OPERATING EXPENSES						
6995	GENERAL FUND CHARGES	1,500	1,500	1,500	1,600	1,700
<b>Total: OPERATING EXPENSES</b>		<b>1,500</b>	<b>1,500</b>	<b>1,500</b>	<b>1,600</b>	<b>1,700</b>
SPECIAL PROGRAMS						
7344	CLAIMS & ADMINISTRATIVE	3,457,823	4,250,000	3,460,000	4,230,000	4,240,000
7345	MEDICAL/DENTAL CLAIMS	227,130	500,000	389,400	474,600	474,600
<b>Total: SPECIAL PROGRAMS</b>		<b>3,684,953</b>	<b>4,750,000</b>	<b>3,849,400</b>	<b>4,704,600</b>	<b>4,714,600</b>
<b>Total Division:</b>		<b>3,686,453</b>	<b>4,751,500</b>	<b>3,850,900</b>	<b>4,706,200</b>	<b>4,716,300</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(0.95)%	

## High School Law Enforcement

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>
Estimated Revenue:			
Grants	0	0	0
School District	110,000	110,000	110,000
General Fund Contribution	117,200	135,300	137,300
Total Revenues	227,200	245,300	247,300
Estimated Funds Available	227,200	245,300	247,300
Proposed Expenditures:			
Operating Costs	227,200	245,300	247,300
Total Expenditures	227,200	245,300	247,300
<b>Ending Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</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.

ACCOUNT TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>	<b>2100</b>	<b>POLICE</b>			
SALARIES & WAGES					
4010 REGULAR EMPLOYEES	103,788	109,571	109,500	110,700	115,200
4011 SPECIALIST PAY	4,419	2,000	5,700	7,300	7,300
4014 VACATION SELL BACK	0	5,900	0	5,900	5,900
4021 LONGEVITY PAY	1,097	1,100	1,100	0	0
4130 OVERTIME	2,549	2,900	2,900	3,100	3,100
4138 HOLIDAY PAY	4,255	4,200	4,400	4,500	4,700
4241 P.E.R.S	45,621	46,600	47,700	53,400	50,700
4242 NON-PERSABLE COMPENSATIOI	0	1,200	0	1,200	1,200
4244 MEDICAL/DENTAL INSURANCE	13,421	16,400	13,400	15,800	15,800
4245 LONG TERM DISABILITY	170	200	200	200	200
4247 LIFE INSURANCE	53	100	100	100	100
4250 FICA/HOSPITAL INSURANCE	1,603	1,845	1,700	1,900	1,900
<b>Total: SALARIES &amp; WAGES</b>	<b>176,974</b>	<b>192,016</b>	<b>186,700</b>	<b>204,100</b>	<b>206,100</b>
SUPPLIES					
5280 UNIFORM	1,000	1,300	1,300	1,300	1,300
<b>Total: SUPPLIES</b>	<b>1,000</b>	<b>1,300</b>	<b>1,300</b>	<b>1,300</b>	<b>1,300</b>
OPERATING EXPENSES					
6505 GENERAL LIABILITY	3,800	3,900	3,900	4,100	4,100
6507 WORKERS' COMPENSATION	4,200	4,400	4,400	4,900	4,900
<b>Total: OPERATING EXPENSES</b>	<b>8,000</b>	<b>8,300</b>	<b>8,300</b>	<b>9,000</b>	<b>9,000</b>
SPECIAL PROGRAMS					
7811 POB CONTRIBUTIONS	0	28,200	30,900	30,900	30,900
<b>Total: SPECIAL PROGRAMS</b>	<b>0</b>	<b>28,200</b>	<b>30,900</b>	<b>30,900</b>	<b>30,900</b>
<b>Total Division:</b>	<b>185,974</b>	<b>229,816</b>	<b>227,200</b>	<b>245,300</b>	<b>247,300</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				6.74 %	

## IRS Task Force

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>462,300</b>	<b>466,500</b>	<b>480,500</b>
Estimated Revenue:			
Interest Earnings	4,200	14,000	14,400
Asset Seizure Revenue	0	0	0
Total Revenues	4,200	14,000	14,400
Estimated Funds Available	466,500	480,500	494,900
Proposed Expenditures:			
Operating Expenses	0	0	0
Total Expenditures	0	0	0
<b>Ending Fund Balance</b>	<b>466,500</b>	<b>480,500</b>	<b>494,900</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

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>5,000,300</b>	<b>5,331,900</b>	<b>5,257,100</b>
Estimated Revenue:			
Charges to City Departments - Worker's Compensation	1,310,500	1,352,700	1,336,500
Charges to City Departments - General Liability	1,288,700	1,357,400	1,314,500
Misc. Reimbursement	0	0	0
Interest Earnings	60,000	160,000	157,700
Total Revenues	2,659,200	2,870,100	2,808,700
Estimated Funds Available	7,659,500	8,202,000	8,065,800
Proposed Expenditures:			
Claims & Administration	243,400	237,500	250,900
Reinsurance	980,000	1,150,100	1,154,100
Operating Costs	1,104,200	1,557,300	1,557,300
Total Expenditures	2,327,600	2,944,900	2,962,300
<b>Ending Fund Balance</b>	<b>5,331,900</b>	<b>5,257,100</b>	<b>5,103,500</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.

ACCOUNT TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>	<b>9900</b>	<b>WORKER COMP &amp; LIABILITY</b>			
SALARIES & WAGES					
4010 REGULAR EMPLOYEES	188,741	170,410	173,100	168,600	183,000
4013 VACATION PAY OFF	7,373	0	0	0	0
4014 VACATION SELL BACK	976	0	1,400	0	0
4015 ALLOWANCES	421	0	1,000	1,000	1,000
4021 LONGEVITY PAY	181	800	400	400	400
4241 P.E.R.S	42,259	37,900	38,500	34,600	33,400
4242 NON-PERSABLE COMPENSATIOI	737	800	900	900	900
4244 MEDICAL/DENTAL INSURANCE	38,026	26,300	24,800	28,900	28,900
4245 LONG TERM DISABILITY	110	200	100	200	200
4247 LIFE INSURANCE	467	600	500	500	500
4250 FICA/HOSPITAL INSURANCE	3,224	2,443	2,700	2,400	2,600
<b>Total: SALARIES &amp; WAGES</b>	<b>282,516</b>	<b>239,453</b>	<b>243,400</b>	<b>237,500</b>	<b>250,900</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	45,870	45,000	52,300	55,000	55,000
6551 CLAIMS & CLAIMS EXPENSE	85,264	1,400,000	1,050,000	1,500,000	1,500,000
6571 W/C CITY MANAGER	17,038	0	0	0	0
6577 POLICE W/C	355,213	0	0	0	0
6578 FIRE W/C	319,315	0	0	0	0
6579 MAINTENANCE SERVICE W/C	15,453	0	0	0	0
6583 RECREATION W/C	53,783	0	0	0	0
6584 LIBRARY W/C	467	0	0	0	0
6587 WATER W/C	9,356	0	0	0	0
6930 MEMBERSHIP & PUBLICATIONS	150	500	300	700	700
6940 OFFICIAL MEETINGS	0	700	1,600	1,600	1,600
<b>Total: OPERATING EXPENSES</b>	<b>901,910</b>	<b>1,446,200</b>	<b>1,104,200</b>	<b>1,557,300</b>	<b>1,557,300</b>
SPECIAL PROGRAMS					
7321 REINSURANCE	767,330	840,000	809,900	975,000	975,000
7323 ADMINISTRATION	133,880	143,500	141,500	146,500	150,500
7811 POB CONTRIBUTIONS	0	30,100	28,600	28,600	28,600
<b>Total: SPECIAL PROGRAMS</b>	<b>901,211</b>	<b>1,013,600</b>	<b>980,000</b>	<b>1,150,100</b>	<b>1,154,100</b>
<b>Total Division:</b>	<b>2,085,637</b>	<b>2,699,253</b>	<b>2,327,600</b>	<b>2,944,900</b>	<b>2,962,300</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				9.10 %	

## Homeland Security Fund

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>(23,600)</b>	<b>(23,600)</b>	<b>(23,600)</b>
Estimated Revenue:			
Homeland Security	0	0	0
Total Revenues	0	0	0
Estimated Funds Available	(23,600)	(23,600)	(23,600)
Proposed Expenditures:			
Equipment	0	0	0
Total Expenditures	0	0	0
<b>Ending Fund Balance</b>	<b>(23,600)</b>	<b>(23,600)</b>	<b>(23,600)</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.

## Library State Grant

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>600</b>	<b>600</b>	<b>600</b>
Estimated Revenue:			
Public Library Fund	0	0	0
Interests	0	0	0
Total Revenues	0	0	0
Estimated Funds Available	600	600	600
Proposed Expenditures:			
Expenditures	0	0	0
Total Expenditures	0	0	0
<b>Ending Fund Balance</b>	<b>600</b>	<b>600</b>	<b>600</b>

### Purpose of Funds:

The Fund is established to account for the monies allocated by the State Legislature for augmenting public library funds and for circulation based reimbursements which allows for universal borrowing privileges for the citizens of California. This fund is budgeted annually by the Arcadia Public Library Board of Trustees for Library programs and services.

## Homelessness Programs

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>(68,800)</b>	<b>0</b>	<b>0</b>
Estimated Revenue:			
Grant Revenue	376,800	355,000	400,000
Total Revenues	376,800	355,000	400,000
Estimated Funds Available	308,000	355,000	400,000
Proposed Expenditures:			
Operating Expenses	308,000	355,000	400,000
Total Expenditures	308,000	355,000	400,000
<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 the City of Arcadia's homelessness response.

ACCOUNT TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>	<b>5500</b>	<b>RECREATION &amp; COMMUNITY SERVICES</b>			
SALARIES & WAGES					
4010 REGULAR EMPLOYEES	25,769	0	0	0	0
4015 ALLOWANCES	753	0	0	0	0
4021 LONGEVITY PAY	247	0	0	0	0
4030 PART-TIME PERS ONLY	48	0	0	0	0
4032 PART-TIME NON-PERS	1,278	0	0	0	0
4241 P.E.R.S	6,594	0	0	0	0
4242 NON-PERSABLE COMPENSATIOI	126	0	0	0	0
4244 MEDICAL/DENTAL INSURANCE	3,229	0	0	0	0
4245 LONG TERM DISABILITY	8	0	0	0	0
4247 LIFE INSURANCE	67	0	0	0	0
4250 FICA/HOSPITAL INSURANCE	436	0	0	0	0
<b>Total: SALARIES &amp; WAGES</b>	<b>38,556</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
SUPPLIES					
5115 PROGRAM EXPENSES	45,438	0	0	0	0
5260 FIELDS	11,863	0	0	0	0
<b>Total: SUPPLIES</b>	<b>57,301</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
OPERATING EXPENSES					
6160 CONTRACT SERVICES	81,777	466,200	308,000	355,000	400,000
6505 GENERAL LIABILITY	600	0	0	0	0
6507 WORKERS' COMPENSATION	700	0	0	0	0
<b>Total: OPERATING EXPENSES</b>	<b>83,077</b>	<b>466,200</b>	<b>308,000</b>	<b>355,000</b>	<b>400,000</b>
SPECIAL PROGRAMS					
<b>Total: SPECIAL PROGRAMS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Division:</b>	<b>178,934</b>	<b>466,200</b>	<b>308,000</b>	<b>355,000</b>	<b>400,000</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				(23.85)%	

## Office of Traffic Safety Grant

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>3,600</b>	<b>3,600</b>	<b>3,600</b>
Estimated Revenue:			
Grant Revenue	7,500	79,300	79,300
Total Revenues	7,500	79,300	79,300
Estimated Funds Available	11,100	82,900	82,900
Proposed Expenditures:			
Operating Expenses	7,500	79,300	79,300
Total Expenditures	7,500	79,300	79,300
<b>Ending Fund Balance</b>	<b>3,600</b>	<b>3,600</b>	<b>3,600</b>

Purpose of Funds:

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

ACCOUNT TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>	<b>2100</b>	<b>POLICE</b>			
SALARIES & WAGES					
4130 OVERTIME	30,674	90,400	7,500	71,000	71,000
4250 FICA/HOSPITAL INSURANCE	440	1,300	100	1,000	1,000
<b>Total: SALARIES &amp; WAGES</b>	<b>31,115</b>	<b>91,700</b>	<b>7,600</b>	<b>72,000</b>	<b>72,000</b>
SUPPLIES					
5260 FIELDS	1,506	2,300	2,300	2,800	2,800
<b>Total: SUPPLIES</b>	<b>1,506</b>	<b>2,300</b>	<b>2,300</b>	<b>2,800</b>	<b>2,800</b>
OPERATING EXPENSES					
6970 TRAINING	0	2,500	0	4,500	4,500
<b>Total: OPERATING EXPENSES</b>	<b>0</b>	<b>2,500</b>	<b>0</b>	<b>4,500</b>	<b>4,500</b>
<b>Total Division:</b>	<b>32,621</b>	<b>96,500</b>	<b>9,900</b>	<b>79,300</b>	<b>79,300</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				(17.82)%	

## CALIFORNIA OES HSGP

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>(39,800)</b>	<b>(39,800)</b>	<b>(39,800)</b>
Estimated Revenue:			
OES Grant Revenue	0	72,000	72,000
Total Revenues	0	72,000	72,000
Estimated Funds Available	(39,800)	32,200	32,200
Proposed Expenditures:			
Operating Expenses	0	72,000	72,000
Total Expenditures	0	72,000	72,000
<b>Ending Fund Balance</b>	<b>(39,800)</b>	<b>(39,800)</b>	<b>(39,800)</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		2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>	<b>2100</b>	<b>POLICE</b>				
SUPPLIES						
5260 FIELDS		39,797	0	0	72,000	72,000
<b>Total: SUPPLIES</b>		<b>39,797</b>	<b>0</b>	<b>0</b>	<b>72,000</b>	<b>72,000</b>
<b>Total Division:</b>		<b>39,797</b>	<b>0</b>	<b>0</b>	<b>72,000</b>	<b>72,000</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					0.00 %	

## LA COUNTY TASKFORCE FOR AUTOTHEFT PREVENTION

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>5,500</b>	<b>5,500</b>	<b>5,500</b>
Estimated Revenue:			
Grant Revenue	0	0	0
Total Revenues	0	0	0
Estimated Funds Available	5,500	5,500	5,500
Proposed Expenditures:			
Operating Expenses	0	0	0
Total Expenditures	0	0	0
<b>Ending Fund Balance</b>	<b>5,500</b>	<b>5,500</b>	<b>5,500</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	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>	<b>2100</b>	<b>POLICE</b>			
SALARIES & WAGES					
4010 REGULAR EMPLOYEES	0	86,400	0	0	0
4138 HOLIDAY PAY	0	3,300	0	0	0
4241 P.E.R.S	0	36,700	0	0	0
4242 NON-PERSABLE COMPENSATIOI	0	1,200	0	0	0
4244 MEDICAL/DENTAL INSURANCE	0	16,400	0	0	0
4245 LONG TERM DISABILITY	0	200	0	0	0
4247 LIFE INSURANCE	0	100	0	0	0
4250 FICA/HOSPITAL INSURANCE	0	1,300	0	0	0
<b>Total: SALARIES &amp; WAGES</b>	<b>0</b>	<b>145,600</b>	<b>0</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	2,500	2,600	2,600	0	0
6507 WORKERS' COMPENSATION	3,000	3,200	3,200	0	0
<b>Total: OPERATING EXPENSES</b>	<b>5,500</b>	<b>5,800</b>	<b>5,800</b>	<b>0</b>	<b>0</b>
SPECIAL PROGRAMS					
<b>Total: SPECIAL PROGRAMS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Division:</b>	<b>5,500</b>	<b>151,400</b>	<b>5,800</b>	<b>0</b>	<b>0</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				(100.00)%	

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

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>
Estimated Revenue:			
Transfer from City Hall Reserve	0	0	0
Total Revenues	0	0	0
Estimated Funds Available	0	0	0
Proposed Expenditures:			
Contribution to PERS	0	0	0
Total Expenditures	0	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

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>14,447,800</b>	<b>14,447,800</b>	<b>14,447,800</b>
Estimated Revenue:			
Federal Grants	0	0	0
Transfer-in General Fund	0	0	0
Total Revenues	0	0	0
Estimated Funds Available	14,447,800	14,447,800	14,447,800
Proposed Expenditures:			
Covid-19 Response	0	0	0
Total Expenditures	0	0	0
<b>Ending Fund Balance</b>	<b>14,447,800</b>	<b>14,447,800</b>	<b>14,447,800</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 valorem 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

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>(41,300)</b>	<b>2,792,000</b>	<b>2,792,000</b>
Estimated Revenue:			
Donations	0	0	0
Federal Grants	3,700	0	0
Insurance Settlements	2,832,600	0	0
Total Revenues	<u>2,836,300</u>	<u>0</u>	<u>0</u>
Estimated Funds Available	2,795,000	2,792,000	2,792,000
Proposed Expenditures:			
Covid-19 Response	0	0	0
Winter Storm Response	3,000	0	0
Total Expenditures	<u>3,000</u>	<u>0</u>	<u>0</u>
<b>Ending Fund Balance</b>	<b><u>2,792,000</u></b>	<b><u>2,792,000</u></b>	<b><u>2,792,000</u></b>

### Purpose of Funds:

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

## America Rescue Plan Act

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>0</b>	<b>6,512,800</b>	<b>2,219,800</b>
Estimated Revenue:			
Donations	0	0	0
Federal Grants	4,432,400	0	0
Transfer-in	4,432,400	0	0
Interest Earnings	0	227,900	66,600
Total Revenues	8,864,800	0	0
Estimated Funds Available	8,864,800	6,512,800	2,219,800
Proposed Expenditures:			
ARPA Programs	1,152,000	223,000	0
Capital/Equipment	1,200,000	4,070,000	0
Total Expenditures	2,352,000	4,293,000	0
<b>Ending Fund Balance</b>	<b>6,512,800</b>	<b>2,219,800</b>	<b>2,219,800</b>

Purpose of Funds:

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

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
DEPARTMENTAL SUMMARY 00		AMERICA RESCUE PLAN ACT				
OPERATING EXPENSES						
6160	CONTRACT SERVICES	0	1,439,700	1,152,000	223,000	0
Total: OPERATING EXPENSES		0	1,439,700	1,152,000	223,000	0
Total Division:		0	1,439,700	1,152,000	223,000	0
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(84.51)%	

## Public, Educational & Governmental Access

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>1,006,700</b>	<b>1,106,800</b>	<b>1,220,000</b>
Estimated Revenue:			
PEG	80,000	80,000	80,000
Interest Earnings	20,100	33,200	36,600
Total Revenues	100,100	113,200	116,600
Estimated Funds Available	1,106,800	1,220,000	1,336,600
Proposed Expenditures:			
Capital Improvement Project	0	0	0
Operating Costs	0	0	0
Total Expenditures	0	0	0
<b>Ending Fund Balance</b>	<b>1,106,800</b>	<b>1,220,000</b>	<b>1,336,600</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.

## Park & Recreational Facilities Fund

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>7,827,000</b>	<b>8,637,700</b>	<b>4,201,500</b>
Estimated Revenue:			
Dwelling Unit Fees	700,000	1,400,000	2,100,000
Grants	0	0	0
Interest Earnings	156,500	259,100	126,000
Total Revenues	856,500	1,659,100	2,226,000
Estimated Funds Available	8,683,500	10,296,800	6,427,500
Proposed Expenditures:			
General Fund Overhead	32,900	34,200	35,600
Capital Projects	12,900	6,061,100	0
Total Expenditures	45,800	6,095,300	35,600
<b>Ending Fund Balance</b>	<b>8,637,700</b>	<b>4,201,500</b>	<b>6,391,900</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	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DEPARTMENTAL SUMMARY      00      PARKS &amp; RECREATION</b>						
OPERATING EXPENSES						
6995	GENERAL FUND CHARGES	31,900	32,900	32,900	34,200	35,600
<b>Total: OPERATING EXPENSES</b>		<b>31,900</b>	<b>32,900</b>	<b>32,900</b>	<b>34,200</b>	<b>35,600</b>
<b>Total Division:</b>		<b>31,900</b>	<b>32,900</b>	<b>32,900</b>	<b>34,200</b>	<b>35,600</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					3.95 %	

## Used Oil Grant

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>8,500</b>	<b>17,200</b>	<b>26,200</b>
Estimated Revenue:			
Used Oil Grant	15,500	15,500	15,500
Interest Earnings	200	500	800
Total Revenues	15,700	16,000	16,300
Estimated Funds Available	24,200	33,200	42,500
Proposed Expenditures:			
Operating Costs	7,000	7,000	7,000
Total Expenditures	7,000	7,000	7,000
<b>Ending Fund Balance</b>	<b>17,200</b>	<b>26,200</b>	<b>35,500</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	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
DEPARTMENTAL SUMMARY	3300	PUBLIC WORKS SERVICES				
SUPPLIES						
Total: SUPPLIES		0	0	0	0	0
SPECIAL PROGRAMS						
7251	PROGRAM EXP OPP7-16-0046	3,468	0	0	0	0
7252	PROGRAM EXP OPP8-17-0046	0	7,000	7,000	0	0
7253	PROGRAM EXP OPP9-18-0046	0	0	0	7,000	0
7254	PROGRAM EXP OPP10-19-0046	0	0	0	0	7,000
Total: SPECIAL PROGRAMS		3,468	7,000	7,000	7,000	7,000
Total Division:		3,468	7,000	7,000	7,000	7,000
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					0.00 %	

## DOC Beverage Grant

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>55,700</b>	<b>71,300</b>	<b>73,400</b>
Estimated Revenue:			
Grant	14,500	14,500	14,500
Interest Earnings	1,100	2,100	2,200
Total Revenues	15,600	16,600	16,700
Estimated Funds Available	71,300	87,900	90,100
Proposed Expenditures:			
Operating Costs	0	14,500	14,500
Total Expenditures	0	14,500	14,500
<b>Ending Fund Balance</b>	<b>71,300</b>	<b>73,400</b>	<b>75,600</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	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
DEPARTMENTAL SUMMARY		3300	PUBLIC WORKS SERVICES			
SUPPLIES						
5115	PROGRAM EXPENSES	24,923	0	0	14,500	14,500
Total: SUPPLIES		24,923	0	0	14,500	14,500
Total Division:		24,923	0	0	14,500	14,500
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					0.00 %	

## Traffic Safety Fund

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>
Estimated Revenue:			
Miscellaneous Fines	26,200	32,000	32,000
Parking Citations	120,000	120,000	120,000
Total Revenues	146,200	152,000	152,000
Estimated Funds Available	146,200	152,000	152,000
Proposed Expenditures:			
Transfer to General Fund	146,200	152,000	152,000
Total Expenditures	146,200	152,000	152,000
<b>Ending Fund Balance</b>	<b>0</b>	<b>0</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.

## Solid Waste Fund

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>1,980,900</b>	<b>2,025,000</b>	<b>1,953,500</b>
Estimated Revenue:			
Solid Waste Assessments	560,000	570,000	570,000
Waste Management Administrative fees	125,000	130,000	130,000
Interest Earnings	39,600	60,800	58,600
Total Revenues	724,600	760,800	758,600
Estimated Funds Available	2,705,500	2,785,800	2,712,100
Proposed Expenditures:			
Operating Costs	380,500	532,300	466,300
Transfer to General fund	300,000	300,000	300,000
Total Expenditures	680,500	832,300	766,300
<b>Ending Fund Balance</b>	<b>2,025,000</b>	<b>1,953,500</b>	<b>1,945,800</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.

ACCOUNT TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>	<b>1900</b>	<b>SOLID WASTE</b>			
SALARIES & WAGES					
4010 REGULAR EMPLOYEES	156,942	171,056	117,900	152,000	165,400
4011 SPECIALIST PAY	103	100	100	100	100
4013 VACATION PAY OFF	17,418	100	0	0	0
4014 VACATION SELL BACK	687	2,000	2,000	2,000	2,000
4015 ALLOWANCES	388	100	500	500	500
4021 LONGEVITY PAY	2,447	2,500	1,400	1,500	1,500
4032 PART-TIME NON-PERS	0	14,100	0	14,100	14,100
4241 P.E.R.S	39,953	40,600	26,600	31,600	30,600
4242 NON-PERSABLE COMPENSATIOI	719	800	500	700	800
4244 MEDICAL/DENTAL INSURANCE	28,129	27,300	17,100	27,300	27,300
4245 LONG TERM DISABILITY	79	200	100	200	200
4247 LIFE INSURANCE	433	500	300	500	500
4250 FICA/HOSPITAL INSURANCE	2,658	2,736	1,800	2,400	2,600
<b>Total: SALARIES &amp; WAGES</b>	<b>249,955</b>	<b>262,092</b>	<b>168,300</b>	<b>232,900</b>	<b>245,600</b>
SUPPLIES					
5110 OFFICE SUPPLIES	2,862	3,000	3,000	3,000	3,000
5115 PROGRAM EXPENSES	0	0	0	82,300	0
5125 PRINT SHOP	12,058	14,500	14,500	14,500	14,500
5260 FIELDS	8,542	5,000	5,000	5,000	5,000
<b>Total: SUPPLIES</b>	<b>23,461</b>	<b>22,500</b>	<b>22,500</b>	<b>104,800</b>	<b>22,500</b>
OPERATING EXPENSES					
6160 CONTRACT SERVICES	39,766	57,000	57,000	57,000	57,000
6505 GENERAL LIABILITY	5,900	6,100	6,100	6,500	6,500
6507 WORKERS' COMPENSATION	7,400	7,800	7,800	8,700	8,800
6750 VEHICLE MAINTENANCE	1,354	1,800	1,400	1,400	1,400
6751 VEHICLE FUEL USAGE	572	600	1,000	1,000	1,000
6752 VEHICLE 3RD PARTY SVC	2,731	500	500	500	500
6902 DISPOSAL CHARGES	664	2,000	2,000	2,000	2,000
6930 MEMBERSHIP & PUBLICATIONS	653	700	700	700	700
6940 OFFICIAL MEETINGS	165	500	500	500	500
6970 TRAINING	0	2,100	2,100	2,400	2,400
6995 GENERAL FUND CHARGES	81,100	83,500	83,500	86,800	90,300
<b>Total: OPERATING EXPENSES</b>	<b>140,305</b>	<b>162,600</b>	<b>162,600</b>	<b>167,500</b>	<b>171,100</b>
SPECIAL PROGRAMS					
7811 POB CONTRIBUTIONS	0	27,900	27,100	27,100	27,100
<b>Total: SPECIAL PROGRAMS</b>	<b>0</b>	<b>27,900</b>	<b>27,100</b>	<b>27,100</b>	<b>27,100</b>
<b>Total Division:</b>	<b>413,722</b>	<b>475,092</b>	<b>380,500</b>	<b>532,300</b>	<b>466,300</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				12.04 %	

## Measure W - Safe Clean Water Program

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>987,600</b>	<b>1,813,300</b>	<b>2,266,700</b>
Estimated Revenue:			
Local Return Allocation	1,015,400	1,020,000	1,025,000
Grants	0	0	0
Interest Earnings	40,100	54,400	68,000
Total Revenues	1,055,500	1,074,400	1,093,000
Estimated Funds Available	2,043,100	2,887,700	3,359,700
Proposed Expenditures:			
Operating Costs	0	0	0
Capital Projects	229,800	621,000	521,000
Total Expenditures	229,800	621,000	521,000
<b>Ending Fund Balance</b>	<b>1,813,300</b>	<b>2,266,700</b>	<b>2,838,700</b>

### Purpose of Funds:

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

## Dow Settlement Fund

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>5,566,100</b>	<b>5,637,400</b>	<b>5,806,500</b>
Estimated Revenue:			
Interest Earnings	71,300	169,100	174,200
Total Revenues	71,300	169,100	174,200
Estimated Funds Available	5,637,400	5,806,500	5,980,700
Proposed Expenditures:			
Operating Costs	0	0	0
Capital Projects	0	0	0
Total Expenditures	0	0	0
<b>Ending Fund Balance</b>	<b>5,637,400</b>	<b>5,806,500</b>	<b>5,980,700</b>

Purpose of Funds:

Settlement from Dow and other chemical companies for polluting water supplies in the City.

## State Gas Tax Fund

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>(266,700)</b>	<b>(275,700)</b>	<b>(66,200)</b>
Estimated Revenue:			
Gas Tax - Section 2106	199,200	216,500	216,500
Gas Tax - Section 2107	441,200	448,400	448,400
Gas Tax - Section 2107.5	7,500	7,500	7,500
Gas Tax - Section 2103	488,400	563,800	563,800
Gas Tax - Section 2105	343,300	373,300	373,300
Loan Repayment, SB1	0	0	0
Interest Earnings	0	0	0
Total Revenues	1,479,600	1,609,500	1,609,500
Estimated Funds Available	1,212,900	1,333,800	1,543,300
Proposed Expenditures:			
Operating Expense	0	0	0
Transfer to General Fund for Street Maintenance	1,488,600	1,400,000	1,400,000
Capital Projects	0	0	0
Total Expenditures	1,488,600	1,400,000	1,400,000
<b>Ending Fund Balance</b>	<b>(275,700)</b>	<b>(66,200)</b>	<b>143,300</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)

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>1,471,500</b>	<b>1,574,300</b>	<b>627,900</b>
Estimated Revenue:			
Account - Section 2030	1,233,900	1,406,400	1,406,400
Interest Earnings	34,100	47,200	18,800
Total Revenues	1,268,000	1,453,600	1,425,200
Estimated Funds Available	2,739,500	3,027,900	2,053,100
Proposed Expenditures:			
Capital Projects	1,165,200	2,400,000	1,200,000
Total Expenditures	1,165,200	2,400,000	1,200,000
<b>Ending Fund Balance</b>	<b>1,574,300</b>	<b>627,900</b>	<b>853,100</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

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>236,600</b>	<b>132,400</b>	<b>102,500</b>
Revenue From Other Agencies AB 2766	74,000	74,500	74,500
Interest Earnings	4,100	4,000	3,100
Total Revenues	78,100	78,500	77,600
Estimated Funds Available	314,700	210,900	180,100
Proposed Expenditures:			
Equipment Purchases	160,000	86,000	0
Operating Costs	22,300	22,400	22,500
Total Expenditures	182,300	108,400	22,500
<b>Ending Fund Balance</b>	<b>132,400</b>	<b>102,500</b>	<b>157,600</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	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>	<b>4100</b>	<b>DEVELOPMENT SERVICES</b>			
SUPPLIES					
5115 PROGRAM EXPENSES	15,648	20,000	20,000	20,000	20,000
<b>Total: SUPPLIES</b>	<b>15,648</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>
OPERATING EXPENSES					
6505 GENERAL LIABILITY	400	400	400	400	400
6940 OFFICIAL MEETINGS	0	500	500	500	500
6995 GENERAL FUND CHARGES	1,400	1,400	1,400	1,500	1,600
<b>Total: OPERATING EXPENSES</b>	<b>1,800</b>	<b>2,300</b>	<b>2,300</b>	<b>2,400</b>	<b>2,500</b>
<b>Total Division:</b>	<b>17,448</b>	<b>22,300</b>	<b>22,300</b>	<b>22,400</b>	<b>22,500</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				0.45 %	

## Community Development Block Grant Fund

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>(9,600)</b>	<b>0</b>	<b>0</b>
Estimated Revenue:			
Misc. Income	400	0	0
Block Grant Funds	325,500	323,900	326,900
Total Revenues	325,900	323,900	326,900
Estimated Funds Available	316,300	323,900	326,900
Proposed Expenditures:			
Housing Rehabilitation	226,500	240,600	242,300
Senior Information Services	24,600	24,600	24,600
Senior Meals	74,400	58,700	60,000
Capital Project	0	0	0
Total Expenditures	325,500	323,900	326,900
<b>Ending Fund Balance</b>	<b>(9,200)</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.

ACCOUNT TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>	<b>4300</b>	<b>C D B G-ADMIN</b>			
SALARIES & WAGES					
4010 REGULAR EMPLOYEES	5,734	4,354	3,000	4,600	5,000
4021 LONGEVITY PAY	82	100	0	100	100
4241 P.E.R.S	1,476	1,000	600	900	900
4242 NON-PERSABLE COMPENSATIOI	28	0	0	0	0
4244 MEDICAL/DENTAL INSURANCE	930	900	600	900	900
4245 LONG TERM DISABILITY	3	0	0	0	0
4247 LIFE INSURANCE	16	0	0	0	0
4250 FICA/HOSPITAL INSURANCE	91	102	0	100	100
<b>Total: SALARIES &amp; WAGES</b>	<b>8,360</b>	<b>6,456</b>	<b>4,200</b>	<b>6,600</b>	<b>7,000</b>
SUPPLIES					
5110 OFFICE SUPPLIES	616	500	300	500	500
5118 HOUSING IMPROVEMENT	133,859	215,700	180,000	190,000	190,000
5125 PRINT SHOP	66	200	0	200	200
<b>Total: SUPPLIES</b>	<b>134,541</b>	<b>216,400</b>	<b>180,300</b>	<b>190,700</b>	<b>190,700</b>
OPERATING EXPENSES					
6160 CONTRACT SERVICES	37,872	42,000	42,000	43,300	44,600
<b>Total: OPERATING EXPENSES</b>	<b>37,872</b>	<b>42,000</b>	<b>42,000</b>	<b>43,300</b>	<b>44,600</b>
SPECIAL PROGRAMS					
7811 POB CONTRIBUTIONS	0	1,000	0	0	0
<b>Total: SPECIAL PROGRAMS</b>	<b>0</b>	<b>1,000</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Division:</b>	<b>180,772</b>	<b>265,856</b>	<b>226,500</b>	<b>240,600</b>	<b>242,300</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				(9.50)%	

ACCOUNT TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>	<b>5500</b>	<b>RECREATION &amp; COMMUNITY SERVICES</b>			
SALARIES & WAGES					
4030 PART-TIME PERS ONLY	184	0	100	0	0
4032 PART-TIME NON-PERS	3,958	3,900	3,900	4,000	4,000
4241 P.E.R.S	59	0	0	0	0
4250 FICA/HOSPITAL INSURANCE	60	100	100	100	100
<b>Total: SALARIES &amp; WAGES</b>	<b>4,261</b>	<b>4,000</b>	<b>4,100</b>	<b>4,100</b>	<b>4,100</b>
SUPPLIES					
5110 OFFICE SUPPLIES	405	1,000	1,000	1,000	1,000
5116 SENIOR MEAL PROGRAM	61,416	74,400	74,400	58,700	60,000
5125 PRINT SHOP	13,527	19,500	19,500	19,500	19,500
<b>Total: SUPPLIES</b>	<b>75,348</b>	<b>94,900</b>	<b>94,900</b>	<b>79,200</b>	<b>80,500</b>
SPECIAL PROGRAMS					
<b>Total: SPECIAL PROGRAMS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Division:</b>	<b>79,609</b>	<b>98,900</b>	<b>99,000</b>	<b>83,300</b>	<b>84,600</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				(15.77)%	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>Fund Summary: 152</b>		<b>260,381</b>	<b>364,756</b>	<b>325,500</b>	<b>323,900</b>	<b>326,900</b>

## Santa Anita Grade Separation

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>719,400</b>	<b>731,000</b>	<b>752,900</b>
Estimated Revenue:			
Grants	0	0	0
Interest Earnings	11,600	21,900	22,600
Total Revenues	11,600	21,900	22,600
Estimated Funds Available	731,000	752,900	775,500
Proposed Expenditures:			
Gold Line Capital projects	0	0	0
	0	0	0
<b>Ending Fund Balance</b>	<b>731,000</b>	<b>752,900</b>	<b>775,500</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

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>326,400</b>	<b>376,500</b>	<b>386,500</b>
Estimated Operating Funds:			
Prop C 40% Muni Op Improvement	64,600	64,600	824,000
TDA Article 4	450,200	450,200	450,200
Bus System Improvement Plan (BSIP)	23,600	23,600	12,400
Foothill Transit Mitigation	15,100	15,100	15,100
State Transit Assistance	50,000	50,000	50,000
Transit Security	3,900	3,900	3,900
Prop A 40% Discretionary	224,100	224,100	224,100
Measure R 20% Bus operation	178,400	178,400	178,400
Measure M 20% Bus operation	178,100	178,100	178,100
Transfer from Prop A Fund	1,011,300	1,352,600	1,053,700
Transfer from Measure R Fund	674,200	901,700	702,500
Fare Box Receipts	3,500	4,000	4,000
Transit Passes	300	1,000	1,000
Total Operating	2,877,300	3,447,300	3,697,400
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	3,203,700	3,823,800	4,083,900
Proposed Expenditures:			
New Buses purchase	0	0	0
Operating Costs	2,827,200	3,437,300	3,687,400
Total Expenditures	2,827,200	3,437,300	3,687,400
<b>Ending Fund Balance</b>	<b>376,500</b>	<b>386,500</b>	<b>396,500</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.

ACCOUNT TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>	<b>4700</b>	<b>TRANSIT-ADMIN</b>			
SALARIES & WAGES					
4010 REGULAR EMPLOYEES	141,455	148,385	129,200	130,400	141,700
4014 VACATION SELL BACK	1,167	1,200	1,200	1,500	1,500
4015 ALLOWANCES	502	500	500	500	500
4021 LONGEVITY PAY	1,958	1,900	1,500	200	200
4241 P.E.R.S	35,887	35,400	29,800	26,800	26,000
4242 NON-PERSABLE COMPENSATIOI	643	700	600	600	600
4244 MEDICAL/DENTAL INSURANCE	20,988	21,900	17,500	21,900	21,900
4245 LONG TERM DISABILITY	67	100	100	100	100
4247 LIFE INSURANCE	371	400	300	400	400
4250 FICA/HOSPITAL INSURANCE	1,970	2,153	2,100	1,900	2,100
<b>Total: SALARIES &amp; WAGES</b>	<b>205,009</b>	<b>212,638</b>	<b>182,800</b>	<b>184,300</b>	<b>195,000</b>
SUPPLIES					
5110 OFFICE SUPPLIES	106	500	500	500	500
5125 PRINT SHOP	1,044	2,000	2,000	2,000	2,000
<b>Total: SUPPLIES</b>	<b>1,150</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>	<b>2,500</b>
OPERATING EXPENSES					
6353 PROFESSIONAL & TECHNICAL	9,711	20,000	20,000	50,000	50,000
6355 CONTRACT OPERATIONS	3,179,035	2,435,600	2,435,600	3,006,000	3,238,000
6505 GENERAL LIABILITY	38,900	40,200	40,200	42,500	42,700
6507 WORKERS' COMPENSATION	3,300	3,500	3,500	3,900	3,900
6910 AUDIT	2,000	2,100	2,100	2,100	2,100
6930 MEMBERSHIP & PUBLICATIONS	2,109	3,700	3,700	3,700	3,700
6940 OFFICIAL MEETINGS	0	800	400	700	2,500
6990 DEPRECIATION	451,888	0	0	0	0
6995 GENERAL FUND CHARGES	125,600	129,400	129,400	134,600	140,000
<b>Total: OPERATING EXPENSES</b>	<b>3,812,543</b>	<b>2,635,300</b>	<b>2,634,900</b>	<b>3,243,500</b>	<b>3,482,900</b>
SPECIAL PROGRAMS					
7811 POB CONTRIBUTIONS	0	21,800	7,000	7,000	7,000
7990 PENSION LIB ACCRUAL	-280,619	0	0	0	0
<b>Total: SPECIAL PROGRAMS</b>	<b>-280,619</b>	<b>21,800</b>	<b>7,000</b>	<b>7,000</b>	<b>7,000</b>
<b>Total Division:</b>	<b>3,738,083</b>	<b>2,872,238</b>	<b>2,827,200</b>	<b>3,437,300</b>	<b>3,687,400</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				19.67 %	

## Proposition "A" Local Return Fund

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>2,860,700</b>	<b>3,016,000</b>	<b>3,073,700</b>
Estimated Revenue:			
Proposition "A" Allocation	1,406,000	1,616,500	1,616,500
Interest Earnings	45,800	90,500	92,200
Total Revenues	1,451,800	1,707,000	1,708,700
Estimated Funds Available	4,312,500	4,723,000	4,782,400
Proposed Expenditures:			
Transfer for Bus Purchase	0	0	0
Transfer to Transit Fund	1,011,300	1,352,600	1,053,700
Operating Costs	285,200	296,700	304,800
Total Expenditures	1,296,500	1,649,300	1,358,500
<b>Ending Fund Balance</b>	<b>3,016,000</b>	<b>3,073,700</b>	<b>3,423,900</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).

ACCOUNT TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>	<b>3300</b>	<b>PUBLIC WORKS SERVICES</b>			
SALARIES & WAGES					
4010 REGULAR EMPLOYEES	59,013	65,171	64,300	64,000	66,500
4014 VACATION SELL BACK	0	1,000	500	1,000	1,000
4021 LONGEVITY PAY	1,097	1,100	1,100	1,200	1,600
4130 OVERTIME	4	0	0	0	0
4241 P.E.R.S	13,728	14,100	13,800	13,100	12,300
4244 MEDICAL/DENTAL INSURANCE	16,432	13,800	13,300	13,800	13,800
4245 LONG TERM DISABILITY	53	100	100	100	100
4247 LIFE INSURANCE	53	100	100	100	100
4250 FICA/HOSPITAL INSURANCE	993	945	1,000	900	1,000
<b>Total: SALARIES &amp; WAGES</b>	<b>91,372</b>	<b>96,316</b>	<b>94,200</b>	<b>94,200</b>	<b>96,400</b>
SUPPLIES					
5260 FIELDS	1,228	1,300	1,300	1,500	1,500
<b>Total: SUPPLIES</b>	<b>1,228</b>	<b>1,300</b>	<b>1,300</b>	<b>1,500</b>	<b>1,500</b>
OPERATING EXPENSES					
6505 GENERAL LIABILITY	1,800	1,900	1,900	2,000	2,000
6507 WORKERS' COMPENSATION	2,900	3,100	3,100	3,500	3,500
6750 VEHICLE MAINTENANCE	4,168	4,500	4,000	4,500	4,500
6751 VEHICLE FUEL USAGE	5,227	4,800	5,500	5,500	5,500
6752 VEHICLE 3RD PARTY SVC	269	400	400	400	400
6995 GENERAL FUND CHARGES	22,000	22,700	22,700	23,600	24,500
<b>Total: OPERATING EXPENSES</b>	<b>36,364</b>	<b>37,400</b>	<b>37,600</b>	<b>39,500</b>	<b>40,400</b>
SPECIAL PROGRAMS					
7811 POB CONTRIBUTIONS	0	8,200	9,300	9,300	9,300
<b>Total: SPECIAL PROGRAMS</b>	<b>0</b>	<b>8,200</b>	<b>9,300</b>	<b>9,300</b>	<b>9,300</b>
<b>Total Division:</b>	<b>128,964</b>	<b>143,216</b>	<b>142,400</b>	<b>144,500</b>	<b>147,600</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				0.90 %	

ACCOUNT TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>	<b>4100</b>	<b>DEVELOPMENT SERVICES</b>			
SALARIES & WAGES					
4010 REGULAR EMPLOYEES	56,457	60,221	56,000	51,600	56,300
4014 VACATION SELL BACK	2,496	0	1,400	2,500	2,500
4015 ALLOWANCES	695	700	600	500	500
4021 LONGEVITY PAY	659	1,400	600	600	700
4241 P.E.R.S	14,509	14,700	13,700	11,500	11,200
4242 NON-PERSABLE COMPENSATIOI	277	300	300	300	300
4244 MEDICAL/DENTAL INSURANCE	5,267	5,300	5,300	5,300	5,300
4245 LONG TERM DISABILITY	16	0	0	0	0
4247 LIFE INSURANCE	146	200	100	200	200
4250 FICA/HOSPITAL INSURANCE	866	913	900	800	800
<b>Total: SALARIES &amp; WAGES</b>	<b>81,387</b>	<b>83,734</b>	<b>78,900</b>	<b>73,300</b>	<b>77,800</b>
OPERATING EXPENSES					
6505 GENERAL LIABILITY	1,700	1,800	1,800	1,900	1,900
6507 WORKERS' COMPENSATION	1,100	1,200	1,200	1,300	1,300
6930 MEMBERSHIP & PUBLICATIONS	19,352	22,000	21,000	22,000	22,000
6995 GENERAL FUND CHARGES	11,900	12,300	12,300	12,800	13,300
<b>Total: OPERATING EXPENSES</b>	<b>34,052</b>	<b>37,300</b>	<b>36,300</b>	<b>38,000</b>	<b>38,500</b>
SPECIAL PROGRAMS					
7811 POB CONTRIBUTIONS	0	8,700	9,800	9,800	9,800
<b>Total: SPECIAL PROGRAMS</b>	<b>0</b>	<b>8,700</b>	<b>9,800</b>	<b>9,800</b>	<b>9,800</b>
<b>Total Division:</b>	<b>115,439</b>	<b>129,734</b>	<b>125,000</b>	<b>121,100</b>	<b>126,100</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				(6.66)%	

ACCOUNT TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>	<b>5500</b>	<b>RECREATION &amp; COMMUNITY SERVICES</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	16,287	21,200	16,400	29,700	29,700
<b>Total: SPECIAL PROGRAMS</b>	<b>16,287</b>	<b>21,200</b>	<b>16,400</b>	<b>29,700</b>	<b>29,700</b>
<b>Total Division:</b>	<b>17,687</b>	<b>22,600</b>	<b>17,800</b>	<b>31,100</b>	<b>31,100</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				37.61 %	

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>Fund Summary: 155</b>		<b>262,090</b>	<b>295,550</b>	<b>285,200</b>	<b>296,700</b>	<b>304,800</b>

## Transportation Impact Fund

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>1,293,100</b>	<b>106,400</b>	<b>(324,200)</b>
Estimated Revenue:			
Other Grants	0	0	0
Impact Fees	150,000	180,000	180,000
Interest Earnings	28,800	3,700	0
Total Revenues	178,800	183,700	180,000
Estimated Funds Available	1,471,900	290,100	(144,200)
Proposed Expenditures:			
Capital Projects	1,365,500	614,300	300,000
Total Expenditures	1,365,500	614,300	300,000
<b>Ending Fund Balance</b>	<b>106,400</b>	<b>(324,200)</b>	<b>(444,200)</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.

## Proposition "C" Local Return Fund

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>1,974,900</b>	<b>2,724,200</b>	<b>(57,500)</b>
Estimated Revenue:			
Proposition "C" Allocation	1,166,800	1,340,800	1,340,800
Grants	0	1,700,000	0
Call For Projects	0	0	0
Interest Earnings	59,200	81,700	0
Total Revenues	1,226,000	3,122,500	1,340,800
Estimated Funds Available	3,200,900	5,846,700	1,283,300
Proposed Expenditures:			
Capital Projects	368,900	5,800,800	1,608,600
Operating Costs	107,800	103,400	108,600
Total Expenditures	476,700	5,904,200	1,717,200
<b>Ending Fund Balance</b>	<b>2,724,200</b>	<b>(57,500)</b>	<b>(433,900)</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.

ACCOUNT TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>	<b>4100</b>	<b>DEVELOPMENT SERVICES</b>			
SALARIES & WAGES					
4010 REGULAR EMPLOYEES	56,457	60,221	56,000	51,600	56,300
4014 VACATION SELL BACK	2,496	0	1,400	2,800	2,800
4015 ALLOWANCES	695	700	600	500	500
4021 LONGEVITY PAY	659	1,400	600	600	700
4241 P.E.R.S	14,509	14,700	13,700	11,500	11,200
4242 NON-PERSABLE COMPENSATIOI	277	300	300	300	300
4244 MEDICAL/DENTAL INSURANCE	5,267	5,300	5,300	5,300	5,300
4245 LONG TERM DISABILITY	16	0	0	0	0
4247 LIFE INSURANCE	146	200	100	200	200
4250 FICA/HOSPITAL INSURANCE	866	913	900	800	800
<b>Total: SALARIES &amp; WAGES</b>	<b>81,387</b>	<b>83,734</b>	<b>78,900</b>	<b>73,600</b>	<b>78,100</b>
OPERATING EXPENSES					
6505 GENERAL LIABILITY	1,400	1,400	1,400	1,500	1,500
6507 WORKERS' COMPENSATION	1,400	1,500	1,500	1,700	1,700
6995 GENERAL FUND CHARGES	15,700	16,200	16,200	16,800	17,500
<b>Total: OPERATING EXPENSES</b>	<b>18,500</b>	<b>19,100</b>	<b>19,100</b>	<b>20,000</b>	<b>20,700</b>
SPECIAL PROGRAMS					
7811 POB CONTRIBUTIONS	0	8,700	9,800	9,800	9,800
<b>Total: SPECIAL PROGRAMS</b>	<b>0</b>	<b>8,700</b>	<b>9,800</b>	<b>9,800</b>	<b>9,800</b>
<b>Total Division:</b>	<b>99,887</b>	<b>111,534</b>	<b>107,800</b>	<b>103,400</b>	<b>108,600</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				(7.29)%	

## TDA Article 3 Bikeway

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>(93,800)</b>	<b>6,200</b>	<b>6,200</b>
TDA Article 3 Allocation	100,000	0	0
Interest Earnings	0	0	0
Total Revenues	100,000	0	0
Estimated Funds Available	6,200	6,200	6,200
Proposed Expenditures:			
Capital Projects	0	0	0
Total Expenditures	0	0	0
<b>Ending Fund Balance</b>	<b>6,200</b>	<b>6,200</b>	<b>6,200</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.

## Measure "R" Local Return Fund

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>1,614,500</b>	<b>1,873,200</b>	<b>2,160,600</b>
Estimated Revenue:			
Proposition "R" Allocation	718,800	875,000	875,000
Grants	448,400	0	0
Interest Earnings	33,400	56,200	64,800
Total Revenues	1,200,600	931,200	939,800
Estimated Funds Available	2,815,100	2,804,400	3,100,400
Proposed Expenditures:			
Transfer to Transit Fund	674,200	901,700	702,500
Operating Costs	75,300	72,700	75,600
Capital Projects	192,400	1,407,600	550,000
Total Expenditures	941,900	643,800	643,700
<b>Ending Fund Balance</b>	<b>1,873,200</b>	<b>2,160,600</b>	<b>2,456,700</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.

ACCOUNT TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>	<b>4700</b>	<b>MEASURE R</b>			
SALARIES & WAGES					
4010 REGULAR EMPLOYEES	38,897	42,114	40,000	38,000	40,800
4014 VACATION SELL BACK	1,832	1,800	1,800	2,000	2,000
4015 ALLOWANCES	598	600	600	500	500
4021 LONGEVITY PAY	439	800	400	400	400
4241 P.E.R.S	9,990	10,300	9,700	8,400	8,100
4242 NON-PERSABLE COMPENSATIOI	191	200	200	200	200
4244 MEDICAL/DENTAL INSURANCE	3,558	3,600	3,600	3,600	3,600
4245 LONG TERM DISABILITY	11	0	0	0	0
4247 LIFE INSURANCE	100	100	100	100	100
4250 FICA/HOSPITAL INSURANCE	600	609	600	600	600
<b>Total: SALARIES &amp; WAGES</b>	<b>56,216</b>	<b>60,123</b>	<b>57,000</b>	<b>53,800</b>	<b>56,300</b>
OPERATING EXPENSES					
6505 GENERAL LIABILITY	1,000	1,000	1,000	1,100	1,100
6507 WORKERS' COMPENSATION	800	800	800	900	900
6995 GENERAL FUND CHARGES	9,400	9,700	9,700	10,100	10,500
<b>Total: OPERATING EXPENSES</b>	<b>11,200</b>	<b>11,500</b>	<b>11,500</b>	<b>12,100</b>	<b>12,500</b>
SPECIAL PROGRAMS					
7811 POB CONTRIBUTIONS	0	6,000	6,800	6,800	6,800
<b>Total: SPECIAL PROGRAMS</b>	<b>0</b>	<b>6,000</b>	<b>6,800</b>	<b>6,800</b>	<b>6,800</b>
<b>Total Division:</b>	<b>67,416</b>	<b>77,623</b>	<b>75,300</b>	<b>72,700</b>	<b>75,600</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				(6.34)%	

## Measure "M" Local Return Fund

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>1,760,000</b>	<b>1,778,800</b>	<b>657,000</b>
Estimated Revenue:			
Proposition "M" Allocation	814,600	991,800	991,800
Discretionary Grant / SGV COG	1,600,000	0	50,000
Interest Earnings	51,800	53,400	19,700
Total Revenues	2,466,400	1,045,200	1,061,500
Estimated Funds Available	4,226,400	2,824,000	1,718,500
Proposed Expenditures:			
Operating Costs	70,000	92,000	92,000
Capital Projects	2,377,600	2,075,000	450,000
Total Expenditures	2,447,600	2,167,000	542,000
<b>Ending Fund Balance</b>	<b>1,778,800</b>	<b>657,000</b>	<b>1,176,500</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		2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>	<b>4100</b>	<b>DEVELOPMENT SERVICES</b>				
OPERATING EXPENSES						
6160 CONTRACT SERVICES		67,239	87,000	70,000	92,000	92,000
<b>Total: OPERATING EXPENSES</b>		<b>67,239</b>	<b>87,000</b>	<b>70,000</b>	<b>92,000</b>	<b>92,000</b>
<b>Total Division:</b>		<b>67,239</b>	<b>87,000</b>	<b>70,000</b>	<b>92,000</b>	<b>92,000</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					5.75 %	

## Capital Improvement Fund

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>10,275,600</b>	<b>11,181,300</b>	<b>5,572,000</b>
Estimated Revenue:			
Transfer from General Fund	2,400,000	3,400,000	3,400,000
Federal Grants	155,600	0	3,000,000
Parimutual Revenue	362,000	432,000	382,000
Interest Earnings	208,300	335,400	167,200
Total Revenues	3,125,900	4,167,400	6,949,200
Estimated Funds Available	13,401,500	15,348,700	12,521,200
Proposed Expenditures:			
RaceTrack Overtime	50,000	120,000	80,000
General Fund Overhead	31,200	33,400	34,700
Capital Projects	2,139,000	9,623,300	7,391,000
Total Expenditures	2,220,200	9,776,700	7,505,700
<b>Ending Fund Balance</b>	<b>11,181,300</b>	<b>5,572,000</b>	<b>5,015,500</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	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>		<b>00</b>	<b>CAPITAL OUTLAY</b>			
OPERATING EXPENSES						
6994	GENERAL FUND COST REIMB	13,201	168,500	50,000	120,000	80,000
6995	GENERAL FUND CHARGES	31,200	32,100	32,100	33,400	34,700
<b>Total: OPERATING EXPENSES</b>		<b>44,401</b>	<b>200,600</b>	<b>82,100</b>	<b>153,400</b>	<b>114,700</b>
<b>Total Division:</b>		<b>44,401</b>	<b>200,600</b>	<b>82,100</b>	<b>153,400</b>	<b>114,700</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(23.53)%	

## City Hall Reserve

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>100</b>	<b>100</b>	<b>100</b>
Estimated Revenue:			
Transfer From General Fund	0	0	0
Interests	0	0	0
Total Revenues	0	0	0
Estimated Funds Available	100	100	100
Proposed Expenditures:			
Transfer to PERS Retirement Fund	0	0	0
Total Expenditures	0	0	0
<b>Ending Fund Balance</b>	<b>100</b>	<b>100</b>	<b>100</b>

Purpose of Funds:

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

## Lighting Maintenance Fund

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>237,400</b>	<b>173,700</b>	<b>110,100</b>
Estimated Revenue:			
Current Assessment	510,000	515,000	520,000
Transfer from General Fund	750,000	868,000	896,800
Interest Earnings	4,100	2,200	300
Total Revenues	1,260,000	1,383,000	1,416,800
 Estimated Funds Available	 1,497,400	 1,556,700	 1,526,900
Proposed Expenditures:			
Operating Expenses	1,323,700	1,446,600	1,494,700
Capital Projects	0	0	0
Total Expenditures	1,323,700	1,446,600	1,494,700
 <b>Ending Fund Balance</b>	 <b>173,700</b>	 <b>110,100</b>	 <b>32,200</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.

ACCOUNT TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>	<b>3300</b>	<b>PUBLIC WORKS SERVICES</b>			
SALARIES & WAGES					
4010 REGULAR EMPLOYEES	180,613	205,934	160,300	203,200	215,800
4013 VACATION PAY OFF	2,285	0	0	0	0
4014 VACATION SELL BACK	2,977	2,500	3,000	3,000	3,000
4019 STAND BY PAY	3,463	3,800	3,800	3,800	3,800
4021 LONGEVITY PAY	2,881	3,500	3,200	3,600	3,700
4130 OVERTIME	2,210	1,500	1,500	1,500	1,500
4241 P.E.R.S	44,516	47,600	34,300	44,000	41,600
4242 NON-PERSABLE COMPENSATIOI	118	200	0	100	100
4244 MEDICAL/DENTAL INSURANCE	34,034	37,400	25,900	37,400	37,400
4245 LONG TERM DISABILITY	129	300	100	300	300
4247 LIFE INSURANCE	186	300	100	200	200
4250 FICA/HOSPITAL INSURANCE	2,680	3,185	2,200	3,100	3,300
<b>Total: SALARIES &amp; WAGES</b>	<b>276,093</b>	<b>306,219</b>	<b>234,400</b>	<b>300,200</b>	<b>310,700</b>
SUPPLIES					
5260 FIELDS	18,461	21,000	21,000	21,000	21,000
5410 TOOLS	702	700	700	700	700
<b>Total: SUPPLIES</b>	<b>19,162</b>	<b>21,700</b>	<b>21,700</b>	<b>21,700</b>	<b>21,700</b>
OPERATING EXPENSES					
6160 CONTRACT SERVICES	128,535	130,000	130,000	160,000	160,000
6505 GENERAL LIABILITY	19,900	20,600	20,600	21,800	21,900
6507 WORKERS' COMPENSATION	9,200	9,700	9,700	10,800	10,900
6611 ELECTRIC	567,371	623,800	635,600	654,700	687,400
6750 VEHICLE MAINTENANCE	9,517	12,400	9,500	10,000	10,000
6751 VEHICLE FUEL USAGE	8,803	9,500	8,500	9,000	9,000
6752 VEHICLE 3RD PARTY SVC	1,042	1,100	800	1,000	1,000
6995 GENERAL FUND CHARGES	109,400	112,700	112,700	117,200	121,900
<b>Total: OPERATING EXPENSES</b>	<b>853,769</b>	<b>919,800</b>	<b>927,400</b>	<b>984,500</b>	<b>1,022,100</b>
SPECIAL PROGRAMS					
7410 POWER PURCHASED	110,064	80,000	110,000	110,000	110,000
7811 POB CONTRIBUTIONS	0	29,100	30,200	30,200	30,200
<b>Total: SPECIAL PROGRAMS</b>	<b>110,064</b>	<b>109,100</b>	<b>140,200</b>	<b>140,200</b>	<b>140,200</b>
<b>Total Division:</b>	<b>1,259,088</b>	<b>1,356,819</b>	<b>1,323,700</b>	<b>1,446,600</b>	<b>1,494,700</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				6.62 %	

## Water Fund

	22-23	FY23-24		
	Estimates	Operation	Capital Reserve	Equipment Reserve
<b>Fiscal year 23-24</b>				
<b>Beginning Fund Balance *</b>	<b>13,286,800</b>	<b>(3,003,500)</b>	<b>13,194,300</b>	<b>(129,400)</b>
Estimated Revenue:				
Maps and Publications	0	1,000	0	0
Water Sales	14,000,000	15,750,000	0	0
Public Works Inspection	80,000	40,000	0	0
Property Rental	27,600	27,600	0	0
Demand Response Program	30,000	40,000	0	0
Engineering Charges	0	0	0	0
Backflow Admin	110,000	110,000	0	0
Sale of Property	2,100	15,000	0	0
Miscellaneous	3,000	23,000	65,700	0
ARPA	1,400,000	0	0	0
Interest Earnings	217,500	0	395,800	(3,900)
Total Revenues	15,870,200	16,006,600	461,500	(3,900)
Estimated Funds Available	29,157,000	13,003,100	13,655,800	(133,300)
Proposed Expenditures:				
Equipment Purchase	383,000	0	0	716,400
Capital Outlay	2,086,400	0	2,086,400	0
Operating Costs	18,116,000	18,796,500	0	0
Total Expenditures	20,585,400	18,796,500	2,086,400	716,400
<b>Ending Fund Balance</b>	<b>8,571,600</b>	<b>(5,793,400)</b>	<b>11,569,400</b>	<b>(849,700)</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

	FY24-25		
	Operation	Capital Reserve	Equipment Reserve
<b>Fiscal year 24-25</b>			
<b>Beginning Fund Balance</b>	<b>(5,793,400)</b>	<b>11,569,400</b>	<b>(849,700)</b>
Estimated Revenue:			
Transfers In	0	0	0
Maps and Publications	1,000	0	0
Water Sales	16,000,000	0	0
Public Works Inspection	40,000	0	0
Property Rental	27,600	0	0
Miscellaneous	40,000	0	0
Engineering Charges	0	0	0
Backflow Admin	110,000	0	0
Sale of Property	2,500	0	0
Miscellaneous	25,000	0	0
ARPA	0	300,000	0
Interest Earnings	0	347,100	0
Total Revenues	16,246,100	647,100	0
Estimated Funds Available	10,452,700	12,216,500	(849,700)
Proposed Expenditures:			
Equipment Purchase	0	0	710,100
Capital Outlay	0	5,147,000	0
Operating Costs	19,007,000	0	0
Total Expenditures	19,007,000	5,147,000	710,100
<b>Ending Fund Balance</b>	<b>(8,554,300)</b>	<b>7,069,500</b>	<b>(1,559,800)</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.

ACCOUNT TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>	<b>7200</b>	<b>WATER</b>			
SALARIES & WAGES					
4010 REGULAR EMPLOYEES	2,118,662	2,374,284	2,095,200	2,209,100	2,355,300
4011 SPECIALIST PAY	1,825	1,800	1,800	1,800	1,800
4013 VACATION PAY OFF	19,844	5,000	2,400	5,000	5,000
4014 VACATION SELL BACK	23,798	27,000	24,500	25,000	25,000
4015 ALLOWANCES	3,284	1,700	3,300	3,300	3,300
4019 STAND BY PAY	56,457	29,800	44,500	44,500	44,500
4021 LONGEVITY PAY	38,167	42,800	37,900	38,400	39,300
4032 PART-TIME NON-PERS	14,172	30,000	18,000	30,000	30,000
4130 OVERTIME	38,803	37,500	44,000	44,000	44,000
4241 P.E.R.S	490,124	552,000	484,700	476,700	440,800
4242 NON-PERSABLE COMPENSATIOI	3,290	3,100	2,800	2,600	2,800
4244 MEDICAL/DENTAL INSURANCE	424,724	396,300	317,600	400,400	400,400
4245 LONG TERM DISABILITY	1,380	2,700	1,400	2,700	2,700
4247 LIFE INSURANCE	2,728	3,400	2,500	3,100	3,200
4248 RETIREE MEDICAL	-268,807	0	40,000	45,000	45,000
4250 FICA/HOSPITAL INSURANCE	36,088	36,901	32,900	33,100	36,200
4299 VACANCY RATE	0	-100,200	0	-100,500	-104,500
<b>Total: SALARIES &amp; WAGES</b>	<b>3,004,541</b>	<b>3,444,085</b>	<b>3,153,500</b>	<b>3,264,200</b>	<b>3,374,800</b>
SUPPLIES					
5110 OFFICE SUPPLIES	18,456	23,200	23,200	22,000	22,000
5111 WATER BILL POSTAGE	49,366	50,000	50,000	55,000	55,000
5120 DRAFTING SUPPLIES	649	2,000	1,000	1,000	1,000
5125 PRINT SHOP	22,987	24,800	24,800	24,800	34,800
5260 FIELDS	5,448	5,200	5,700	6,200	6,200
5280 UNIFORM	12,130	10,100	12,000	13,000	13,000
5410 TOOLS	6,990	6,800	6,800	6,800	6,800
<b>Total: SUPPLIES</b>	<b>116,025</b>	<b>122,100</b>	<b>123,500</b>	<b>128,800</b>	<b>138,800</b>
OPERATING EXPENSES					
6145 WATER CONSERVATION COST	74,211	76,800	76,800	86,800	86,800
6160 CONTRACT SERVICES	216,789	189,000	189,000	206,500	206,500
6210 TELEPHONE	5,691	6,300	8,200	8,400	8,600
6505 GENERAL LIABILITY	120,400	124,400	124,400	131,600	132,200
6507 WORKERS' COMPENSATION	94,000	99,100	99,100	110,600	111,300
6540 TAXES	10,561	11,000	11,000	11,000	11,000
6614 WATER	2,434	2,000	3,000	3,000	3,000
6730 OFFICE EQUIPMENT	0	600	600	600	600
6750 VEHICLE MAINTENANCE	109,976	120,300	113,400	115,500	115,500
6751 VEHICLE FUEL USAGE	85,957	68,400	87,500	87,500	87,500
6752 VEHICLE 3RD PARTY SVC	22,927	12,400	12,800	13,900	13,900
6760 BUILDING REPAIR & MAINT	92,525	67,500	67,500	67,500	67,500
6771 WAREHOUSE & SHOP	11,640	12,500	12,500	12,500	12,500
6903 PERMITS FEES	6,221	6,700	6,700	6,700	6,700
6904 RENTS	976,212	1,034,800	1,056,100	1,087,700	1,120,400
6930 MEMBERSHIP & PUBLICATIONS	2,908	4,500	4,500	4,500	4,500
6940 OFFICIAL MEETINGS	765	2,800	2,800	3,500	3,500
6970 TRAINING	1,967	4,500	4,500	7,000	4,500
6971 TUITION REIMBURSEMENT	1,227	6,600	4,900	2,100	2,100
6987 DUES & ASSESSMENTS	7,425,652	8,073,500	8,223,500	8,523,500	8,523,500

ACCOUNT TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
6990 DEPRECIATION	1,595,091	0	0	0	0
6995 GENERAL FUND CHARGES	1,355,800	1,396,500	1,396,500	1,452,400	1,510,600
<b>Total: OPERATING EXPENSES</b>	<b>12,212,955</b>	<b>11,320,200</b>	<b>11,505,300</b>	<b>11,942,800</b>	<b>12,032,700</b>
SPECIAL PROGRAMS					
7410 POWER PURCHASED	2,394,530	1,600,000	2,400,000	2,400,000	2,400,000
7420 PUMPING SUPPLIES	98,072	350,983	351,000	408,000	408,000
7425 WATER TESTING	83,963	108,000	108,000	110,000	110,000
7440 UNSCHEDULED REPAIR WELLS	184,137	135,000	135,000	185,000	185,000
7450 REPAIRS TO PUMP FACILITIE	23,988	26,000	26,000	26,000	26,000
7510 REPAIRS TO METERS	6,000	30,500	30,500	30,500	30,500
7530 REPAIRS TO RESERVOIRS	3,000	5,000	5,000	5,000	5,000
7540 REPAIRS TO MAINS	41,059	38,000	45,000	45,000	45,000
7550 REPAIRS TO SERVICES	83,165	60,000	60,000	74,000	74,000
7560 REPAIRS TO HYDRANTS	25,052	17,000	25,000	25,000	25,000
7610 METER READING SUPPLIES	73,895	53,000	53,000	57,000	57,000
7811 POB CONTRIBUTIONS	0	326,000	95,200	95,200	95,200
7990 PENSION LIB ACCRUAL	-4,293,246	0	0	0	0
<b>Total: SPECIAL PROGRAMS</b>	<b>-1,276,384</b>	<b>2,749,483</b>	<b>3,333,700</b>	<b>3,460,700</b>	<b>3,460,700</b>
<b>Total Division:</b>	<b>14,057,137</b>	<b>17,635,868</b>	<b>18,116,000</b>	<b>18,796,500</b>	<b>19,007,000</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				6.58 %	

## Sewer System Service Fund

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance *</b>	<b>5,469,700</b>	<b>5,277,400</b>	<b>5,036,000</b>
Estimated Revenue:			
Sewer System Charge	2,500,000	2,500,000	2,500,000
Industrial Waste Fee	33,000	33,000	33,000
Other Income	0	0	0
Interest Earnings	94,100	158,300	151,100
Total Revenues	2,627,100	2,691,300	2,684,100
Estimated Funds Available	8,096,800	7,968,700	7,720,100
Proposed Expenditures:			
Operating Costs	1,450,100	1,510,200	1,555,000
Capital Projects	1,349,800	1,397,500	1,004,000
Equipment Purchases	19,500	25,000	9,000
Total Expenditures	2,819,400	2,932,700	2,568,000
<b>Ending Fund Balance</b>	<b>5,277,400</b>	<b>5,036,000</b>	<b>5,152,100</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.

ACCOUNT TITLE		2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
DEPARTMENTAL SUMMARY		3300	PUBLIC WORKS SERVICES			
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	569,276	640,684	589,000	598,200	637,300
4013	VACATION PAY OFF	13,951	1,000	1,000	1,000	1,000
4014	VACATION SELL BACK	3,865	6,000	6,500	6,000	6,000
4015	ALLOWANCES	583	100	800	800	800
4021	LONGEVITY PAY	10,273	11,500	11,100	11,400	11,500
4032	PART-TIME NON-PERS	6,765	15,000	5,200	15,000	15,000
4130	OVERTIME	1,320	2,000	2,000	2,000	2,000
4241	P.E.R.S	131,690	148,800	135,600	128,900	122,600
4242	NON-PERSABLE COMPENSATIOI	763	900	700	800	800
4244	MEDICAL/DENTAL INSURANCE	112,421	108,500	89,300	104,500	104,500
4245	LONG TERM DISABILITY	359	700	400	700	700
4247	LIFE INSURANCE	735	900	700	900	900
4248	RETIREE MEDICAL	8,769	0	10,000	15,000	15,000
4250	FICA/HOSPITAL INSURANCE	9,369	9,774	8,900	9,100	9,700
Total: SALARIES & WAGES		870,138	945,858	861,200	894,300	927,800
SUPPLIES						
5110	OFFICE SUPPLIES	366	6,100	6,100	4,900	4,900
5125	PRINT SHOP	4,985	7,800	7,800	7,800	7,800
5260	FIELDS	6,197	6,000	6,000	6,500	6,500
5280	UNIFORM	2,975	2,800	3,000	4,500	4,500
5410	TOOLS	569	500	500	500	500
Total: SUPPLIES		15,093	23,200	23,400	24,200	24,200
OPERATING EXPENSES						
6160	CONTRACT SERVICES	113,942	133,600	127,200	132,300	132,300
6505	GENERAL LIABILITY	19,900	20,600	20,600	21,800	21,900
6507	WORKERS' COMPENSATION	26,300	27,700	27,700	30,900	31,100
6614	WATER	62	200	200	200	200
6750	VEHICLE MAINTENANCE	30,868	37,000	37,000	40,000	40,000
6751	VEHICLE FUEL USAGE	33,918	28,200	35,000	35,000	35,000
6752	VEHICLE 3RD PARTY SVC	5,615	7,000	2,000	5,000	5,000
6902	DISPOSAL CHARGES	6,353	2,000	6,000	6,000	6,000
6903	PERMITS FEES	17,834	17,800	17,800	17,800	17,800
6970	TRAINING	1,128	2,400	2,400	2,500	2,500
6990	DEPRECIATION	298,027	0	0	0	0
6995	GENERAL FUND CHARGES	256,300	264,000	264,000	274,600	285,600
Total: OPERATING EXPENSES		810,247	540,500	539,900	566,100	577,400
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	90,800	25,600	25,600	25,600
7990	PENSION LIB ACCRUAL	-1,256,131	0	0	0	0
Total: SPECIAL PROGRAMS		-1,256,131	90,800	25,600	25,600	25,600
Total Division:		439,346	1,600,358	1,450,100	1,510,200	1,555,000
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(5.63)%	

## Arcadia Par 3 Golf Course

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>1,171,300</b>	<b>1,895,600</b>	<b>2,633,400</b>
Estimated Revenue:			
Green Fees	710,000	729,000	729,000
Member Dues	0	0	0
Learning Center	126,800	130,500	130,500
Cart Sales	82,400	84,600	84,600
Range Sales	785,400	806,000	806,000
Merchandise Sales	64,500	66,000	66,000
Food & Beverage Sales	130,700	134,200	134,200
Other Income	31,700	32,500	32,500
Total Revenues	1,931,500	1,982,800	1,982,800
Estimated Funds Available	3,102,800	3,878,400	4,616,200
Proposed Expenditures:			
Operating Expenses	1,207,200	1,245,000	1,245,000
Capital Projects	0	0	0
Total Expenditures	1,207,200	1,245,000	1,245,000
<b>Ending Fund Balance</b>	<b>1,895,600</b>	<b>2,633,400</b>	<b>3,371,200</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		2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>	<b>00</b>	<b>ARCADIA PAR 3 GOLF COURSE</b>				
SUPPLIES						
5110 OFFICE SUPPLIES		109,171	75,000	86,000	88,300	88,300
5115 PROGRAM EXPENSES		107,816	244,000	133,700	132,500	132,500
5230 BUILDING AND GROUNDS		133,587	158,100	180,000	184,400	184,400
<b>Total: SUPPLIES</b>		<b>350,574</b>	<b>477,100</b>	<b>399,700</b>	<b>405,200</b>	<b>405,200</b>
OPERATING EXPENSES						
6160 CONTRACT SERVICES		158,078	160,400	136,700	137,100	137,100
6169 CONTRACT EMPLOYEES		531,555	584,000	549,000	578,000	578,000
6630 PAR 3 COURSE CLUBHOUSE		123,859	84,100	121,800	124,700	124,700
<b>Total: OPERATING EXPENSES</b>		<b>813,492</b>	<b>828,500</b>	<b>807,500</b>	<b>839,800</b>	<b>839,800</b>
<b>Total Division:</b>		<b>1,164,066</b>	<b>1,305,600</b>	<b>1,207,200</b>	<b>1,245,000</b>	<b>1,245,000</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(4.64)%	

## Equipment Replacement Fund

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>8,154,100</b>	<b>6,689,600</b>	<b>4,443,800</b>
Estimated Revenue:			
Transfer from General Fund	2,400,000	3,400,000	3,400,000
Sale of property	0	0	0
Other Revenues	105,600	5,400	15,700
Interest Earnings	144,600	200,700	133,300
Total Revenues	<u>2,650,200</u>	<u>3,606,100</u>	<u>3,549,000</u>
 Estimated Funds Available	 10,804,300	 10,295,700	 7,992,800
Proposed Expenditures:			
General Fund Charges	33,200	34,500	35,900
Lease Payments	58,100	0	0
Equipment Purchases	4,023,400	5,817,400	7,356,900
Total Expenditures	<u>4,114,700</u>	<u>5,851,900</u>	<u>7,392,800</u>
 <b>Ending Fund Balance</b>	 <b><u>6,689,600</u></b>	 <b><u>4,443,800</u></b>	 <b><u>600,000</u></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	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DEPARTMENTAL SUMMARY      00      EQUIPMENT REPLACEMENT</b>						
OPERATING EXPENSES						
6995	GENERAL FUND CHARGES	32,200	33,200	33,200	34,500	35,900
<b>Total: OPERATING EXPENSES</b>		<b>32,200</b>	<b>33,200</b>	<b>33,200</b>	<b>34,500</b>	<b>35,900</b>
SPECIAL PROGRAMS						
7804	NOTE PRINCIPAL	0	58,100	0	0	0
<b>Total: SPECIAL PROGRAMS</b>		<b>0</b>	<b>58,100</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Division:</b>		<b>32,200</b>	<b>91,300</b>	<b>33,200</b>	<b>34,500</b>	<b>35,900</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(62.21)%	

## Redevelopment Successor Agency

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance *</b>	<b>(6,942,300)</b>	<b>(6,942,300)</b>	<b>(6,942,300)</b>
Estimated Revenue:			
Rent	0	0	0
Miscellaneous	0		
Interest	0	0	0
LA County Funding	191,700	1,753,400	2,676,000
Total Revenues	<u>191,700</u>	<u>1,753,400</u>	<u>2,676,000</u>
Estimated Funds Available	(6,750,600)	(5,188,900)	(4,266,300)
Proposed Expenditures:			
Operating Expenses	16,700	16,700	17,000
Principal	0	1,580,000	2,540,000
Interest	175,000	156,700	119,000
Total Expenditures	<u>191,700</u>	<u>1,753,400</u>	<u>2,676,000</u>
 <b>Ending Fund Balance</b>	 <b><u>(6,942,300)</u></b>	 <b><u>(6,942,300)</u></b>	 <b><u>(6,942,300)</u></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

ACCOUNT TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>	<b>4900</b>	<b>SUCCESSOR REDEVELOPMENT</b>			
SALARIES & WAGES					
4010 REGULAR EMPLOYEES	11,547	0	0	0	0
4021 LONGEVITY PAY	165	0	0	0	0
4241 P.E.R.S	2,956	0	0	0	0
4242 NON-PERSABLE COMPENSATIOI	56	0	0	0	0
4244 MEDICAL/DENTAL INSURANCE	1,865	0	0	0	0
4245 LONG TERM DISABILITY	5	0	0	0	0
4247 LIFE INSURANCE	32	0	0	0	0
4250 FICA/HOSPITAL INSURANCE	183	0	0	0	0
<b>Total: SALARIES &amp; WAGES</b>	<b>16,809</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
SUPPLIES					
5110 OFFICE SUPPLIES	5	0	0	0	0
<b>Total: SUPPLIES</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
OPERATING EXPENSES					
6160 CONTRACT SERVICES	1,535	6,500	6,500	6,500	6,700
6505 GENERAL LIABILITY	1,100	0	0	0	0
6507 WORKERS' COMPENSATION	800	0	0	0	0
6910 AUDIT	5,000	6,000	6,000	6,000	6,100
6995 GENERAL FUND CHARGES	4,200	0	4,200	4,200	4,200
<b>Total: OPERATING EXPENSES</b>	<b>12,635</b>	<b>12,500</b>	<b>16,700</b>	<b>16,700</b>	<b>17,000</b>
SPECIAL PROGRAMS					
7803 NOTE INTEREST	171,202	171,200	171,200	156,700	119,000
7804 NOTE PRINCIPAL	0	0	0	1,580,000	2,540,000
<b>Total: SPECIAL PROGRAMS</b>	<b>171,202</b>	<b>171,200</b>	<b>171,200</b>	<b>1,736,700</b>	<b>2,659,000</b>
GENERAL PROPERTY					
<b>Total: GENERAL PROPERTY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL EMPLOYEE SERVICES:</b>	<b>200,652</b>	<b>183,700</b>	<b>187,900</b>	<b>1,753,400</b>	<b>2,676,000</b>
<b>Total Division:</b>	<b>200,652</b>	<b>183,700</b>	<b>187,900</b>	<b>1,753,400</b>	<b>2,676,000</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				854.49 %	

## General Obligation Bond 2021 - Police Station

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>402,100</b>	<b>396,800</b>	<b>419,400</b>
Estimated Revenue:			
Current Assessments	417,000	415,000	412,000
Interests	12,100	13,900	12,600
Total Revenues	429,100	428,900	424,600
Estimated Funds Available	831,200	825,700	844,000
Proposed Expenditures:			
Operating Expenses	1,000	1,000	1,000
Principal	378,000	363,000	371,000
Interest	55,400	42,300	37,600
Total Expenditures	434,400	406,300	409,600
<b>Ending Fund Balance</b>	<b>396,800</b>	<b>419,400</b>	<b>434,400</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, which was refinanced in 2021.

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>		<b>00</b>	<b>DEBT SVC GO BONDS 2012</b>			
OPERATING EXPENSES						
6160	CONTRACT SERVICES	750	1,300	0	0	0
6995	GENERAL FUND CHARGES	1,000	1,000	1,000	1,000	1,000
<b>Total: OPERATING EXPENSES</b>		<b>1,750</b>	<b>2,300</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>
SPECIAL PROGRAMS						
7803	NOTE INTEREST	206,715	88,900	55,400	42,300	37,600
7804	NOTE PRINCIPAL	4,045,000	330,000	378,000	363,000	371,000
<b>Total: SPECIAL PROGRAMS</b>		<b>4,251,715</b>	<b>418,900</b>	<b>433,400</b>	<b>405,300</b>	<b>408,600</b>
<b>Total Division:</b>		<b>4,253,465</b>	<b>421,200</b>	<b>434,400</b>	<b>406,300</b>	<b>409,600</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(3.54)%	

## General Obligation Bond 2021 - Measure A

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>626,300</b>	<b>450,500</b>	<b>364,200</b>
Estimated Revenue:			
Current Assessments	423,000	420,000	415,000
Interest Income	18,800	15,800	10,900
Total Revenues	441,800	435,800	425,900
Estimated Funds Available	1,068,100	886,300	790,100
Proposed Expenditures:			
Operating Expenses	1,300	1,400	1,500
Principal	556,000	467,000	473,000
Interest	60,300	53,700	47,700
Total Expenditures	617,600	522,100	522,200
<b>Ending Fund Balance</b>	<b>450,500</b>	<b>364,200</b>	<b>267,900</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, which was refinanced in 2021.

ACCOUNT	TITLE	2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>		<b>00</b>	<b>GEN OBLIGATION BOND 2011</b>			
OPERATING EXPENSES						
6160	CONTRACT SERVICES	100	1,300	0	0	0
6995	GENERAL FUND CHARGES	1,300	1,300	1,300	1,400	1,500
<b>Total: OPERATING EXPENSES</b>		<b>1,400</b>	<b>2,600</b>	<b>1,300</b>	<b>1,400</b>	<b>1,500</b>
SPECIAL PROGRAMS						
7803	NOTE INTEREST	179,942	185,000	60,300	53,700	47,700
7804	NOTE PRINCIPAL	5,245,000	405,000	556,000	467,000	473,000
<b>Total: SPECIAL PROGRAMS</b>		<b>5,424,942</b>	<b>590,000</b>	<b>616,300</b>	<b>520,700</b>	<b>520,700</b>
<b>Total Division:</b>		<b>5,426,342</b>	<b>592,600</b>	<b>617,600</b>	<b>522,100</b>	<b>522,200</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(11.90)%	

## Pension Obligation Bonds 2020

	22-23 Estimate	23-24 Budget	24-25 Budget
<b>Beginning Fund Balance</b>	<b>1,300</b>	<b>4,300</b>	<b>4,300</b>
Estimated Revenue:			
POB Contributions	5,877,100	5,875,100	5,874,600
Interest Income	0	200	100
Total Revenues	5,877,100	5,875,300	5,874,700
Estimated Funds Available	5,878,400	5,879,600	5,879,000
Proposed Expenditures:			
Operating Expenses	0	0	0
Principal	3,875,000	3,905,000	3,940,000
Interest	1,999,100	1,970,300	1,934,700
Total Expenditures	5,874,100	5,875,300	5,874,700
<b>Ending Fund Balance</b>	<b>4,300</b>	<b>4,300</b>	<b>4,300</b>

Purpose of Funds :

The Pension Obligation Debt Service Fund is used to facilitate the payment of principal and interest on Pension Obligation Debt Service issue Series 2020.

ACCOUNT TITLE		2021-22 ACTUAL	2022-23 ADJUSTED BUDGET	2022-23 PROJECTED	2023-24 PROPOSED	2024-25 PROPOSED
<b>DEPARTMENTAL SUMMARY</b>	<b>00</b>	<b>2020 PENSION OBLIG BONDS</b>				
OPERATING EXPENSES						
6160 CONTRACT SERVICES		1,640	0	0	0	0
<b>Total: OPERATING EXPENSES</b>		<b>1,640</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
SPECIAL PROGRAMS						
7803 NOTE INTEREST		3,069,658	3,137,900	1,999,100	1,970,300	1,934,700
7804 NOTE PRINCIPAL		2,675,500	2,735,000	3,875,000	3,905,000	3,940,000
<b>Total: SPECIAL PROGRAMS</b>		<b>5,745,158</b>	<b>5,872,900</b>	<b>5,874,100</b>	<b>5,875,300</b>	<b>5,874,700</b>
<b>Total Division:</b>		<b>5,746,798</b>	<b>5,872,900</b>	<b>5,874,100</b>	<b>5,875,300</b>	<b>5,874,700</b>
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					0.04 %	