



CITY OF ARCADIA OPERATING BUDGET FISCAL YEARS 2024-2026

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CITY OF ARCADIA

ELECTED POSITIONS AND ADMINISTRATION PERSONNEL

JULY 1, 2024

ELECTED POSITIONS CITY COUNCIL MEMBERS

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

ADMINISTRATIVE PERSONNEL CITY OFFICIALS

DOMINIC LAZZARETTO	CITY MANAGER
MICHAEL MAURER	CITY ATTORNEY
LINDA RODRIGUEZ	CITY CLERK
DARLENE BRADLEY	LIBRARY AND MUSEUM SERVICES DIRECTOR
HENRY CHEN	INTERIM ADMINISTRATIVE SERVICES DIRECTOR
PAUL CRANMER	PUBLIC WORKS SERVICES DIRECTOR
JASON KRUCKEBERG	ASST. CITY MANAGER /DEVELOPMENT SERVICES DIRECTOR
ROY NAKAMURA	POLICE CHIEF
SARA SOMOGYI	RECREATION AND COMMUNITY SERVICES DIRECTOR
CHEN SUEN	FIRE CHIEF
ANELY WILLIAMS	INTERIM HUMAN RESOURCES DIRECTOR

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CITY OF ARCADIA
FISCAL YEARS 2024-2026 OPERATING BUDGET

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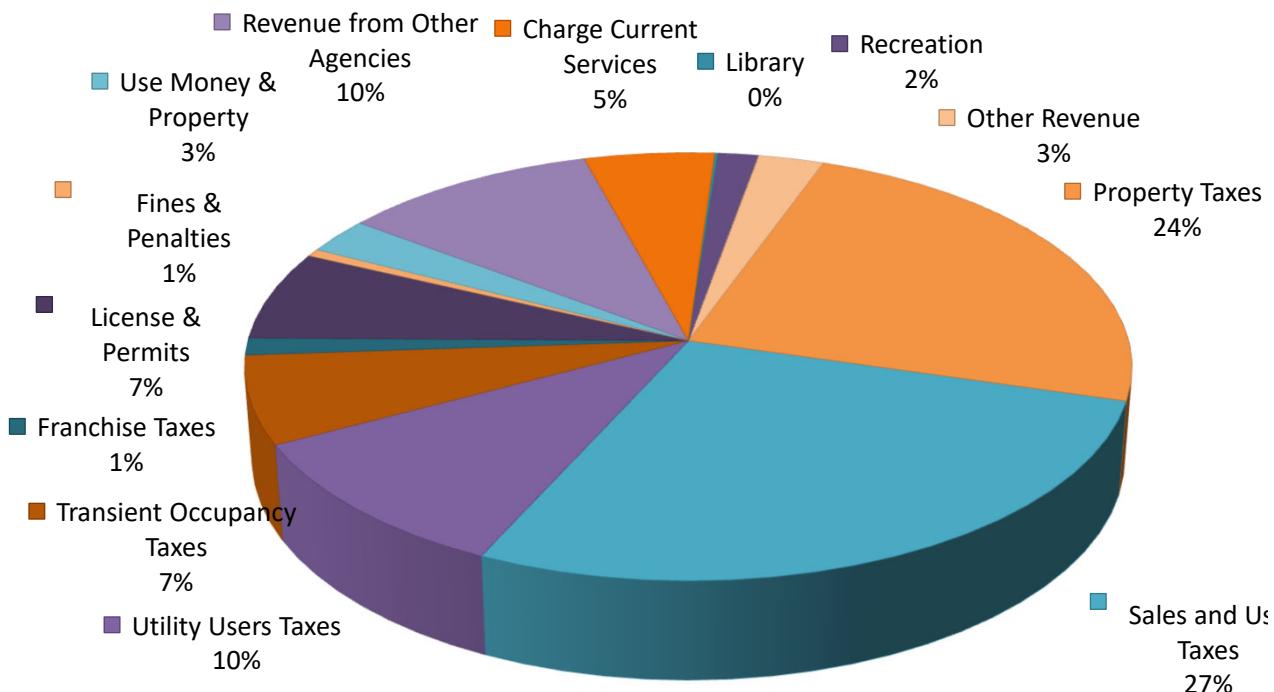
GENERAL FUND

	FY23-24 Estimates	FY24-25 Budget	FY25-26 Budget
Beginning Fund Balance	17,176,500	25,026,600	27,186,100
Estimated Revenue	86,724,000	88,428,800	91,023,100
Proposed Expenditures	(77,627,800)	(87,457,100)	(88,313,900)
Revenue over Expenditure	9,096,200	971,700	2,709,200
Fund Transfers			
Transfers-In from other funds	6,557,100	10,445,600	6,809,900
Transfers-Out to other funds	(7,803,200)	(7,824,200)	(7,865,300)
Net Transfers	(1,246,100)	2,621,400	(1,055,400)
New Programs	-	1,433,600	1,118,200
Subtotal Operating Balance	7,850,100	2,159,500	535,600
Ending Fund Balance	25,026,600	27,186,100	27,721,700

**GENERAL FUND
ESTIMATED REVENUES BY SOURCE**

Revenue Source	FY 22-23 Actual	FY 23-24 Budget	FY 23-24 Estimated	FY 24-25 Budget	FY 25-26 Budget
Taxes	61,209,302	59,314,700	60,783,400	61,589,100	64,219,900
License & Permits	5,713,730	5,554,900	5,943,300	5,969,900	5,562,100
Fines & Penalties	586,351	502,200	510,900	500,900	500,900
Use Money & Property	1,775,001	1,950,000	2,050,000	2,380,000	2,400,000
Revenue from Other Agencies	8,732,500	8,930,400	9,130,500	9,307,800	9,480,400
Charge Current Services	4,561,251	4,296,000	4,333,800	4,721,300	4,830,900
Library	106,673	94,500	112,000	112,000	112,000
Recreation	1,286,932	1,558,300	1,558,300	1,468,900	1,468,900
Other Revenue	2,361,057	130,000	2,301,800	2,378,900	2,448,000
Total Revenues Subtotal	86,332,796	82,331,000	86,724,000	88,428,800	91,023,100
Transfer-In	4,913,344	5,981,200	6,557,100	10,445,600	6,809,900
Transfer-Out	(8,266,774)	(7,803,200)	(7,803,200)	(7,824,200)	(7,865,300)
	(3,353,430)	(1,822,000)	(1,246,100)	2,621,400	(1,055,400)
Total Revenues	82,979,365	80,509,000	85,477,900	91,050,200	89,967,700

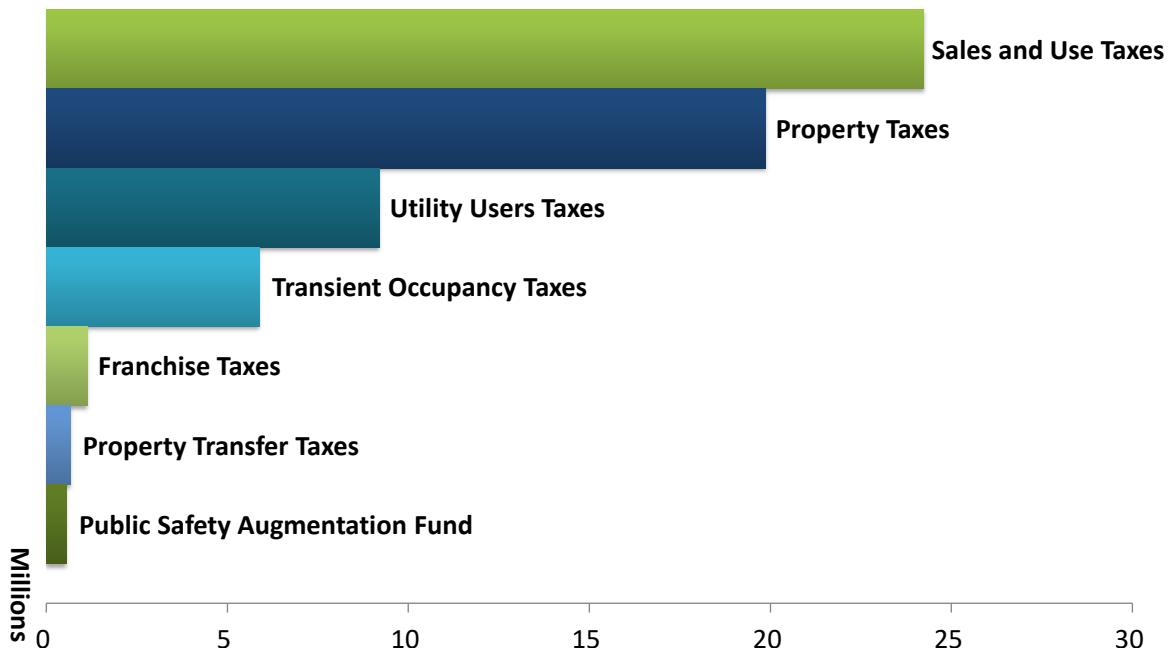
**GENERAL FUND REVENUE SOURCE BY CATEGORY
FY24-25 BUDGET**



**GENERAL FUND
ESTIMATED REVENUES BY OBJECT**

Revenue Source	FY 22-23 Actual	FY 23-24 Budget	FY 23-24 Estimated	FY 24-25 Budget	FY 25-26 Budget
Taxes					
Sales and Use Taxes	25,217,042	24,422,900	24,173,000	24,228,700	24,782,800
Property Taxes	18,817,921	19,524,300	19,280,700	19,851,100	20,537,500
Utility Users Taxes	9,637,119	8,423,000	9,298,200	9,190,300	9,336,100
Transient Occupancy Taxes	4,891,525	4,461,700	5,587,400	5,894,400	7,094,600
Franchise Taxes	1,227,708	1,091,700	1,132,100	1,132,000	1,146,100
Property Transfer Taxes	675,073	618,500	571,400	551,200	564,000
Public Safety Augmentation Fund	670,233	702,800	670,800	671,400	688,800
Homeowner Exemption	72,681	69,800	69,800	70,000	70,000
Total	61,209,302	59,314,700	60,783,400	61,589,100	64,219,900

**GENERAL FUND TAX REVENUES
FY 24-25 BUDGET**



GENERAL FUND
ESTIMATED REVENUES BY OBJECT

Revenue Source	FY 22-23 Actual	FY 23-24 Budget	FY 23-24 Estimated	FY 24-25 Budget	FY 25-26 Budget
License & Permits					
Business License	1,312,779	1,364,200	1,332,600	1,372,600	1,413,800
Parking Permit	550,012	598,400	598,400	610,400	610,400
Plan Check Fees	1,411,322	955,000	775,000	1,200,000	800,000
Building Permit Fee	854,788	1,000,000	1,600,000	1,090,000	1,020,000
Mech. Elect, Permit	358,902	390,000	390,000	400,000	405,000
Home Occupation Permit	9,184	9,500	9,100	9,300	9,600
Demolition Permit Fee	9,144	9,500	8,000	8,200	8,400
Planning Application	310,909	361,000	345,500	350,600	361,100
Fire Plan Check	217,392	180,000	180,000	180,000	180,000
Fire Permit Fees	162,607	150,000	150,000	160,000	160,000
Engineer Permit Fee	179,691	150,000	150,000	160,000	160,000
Fire Code Special Inspections	61,439	70,000	70,000	80,000	80,000
Storm Water Plan Check Fees	2,121	15,000	2,200	4,300	4,300
SB1473 Building Permit	267	300	500	500	500
Off-Site Improvement Plan Check	0	12,000	12,000	24,000	24,000
Water Efficient Landscape	59,002	80,000	70,000	65,000	65,000
Technology Fee	200,472	190,000	250,000	255,000	260,000
Unoccupied Residence Fee	0	0	0	0	0
General Plan Update Fee	13,698	20,000	0	0	0
Total	5,713,730	5,554,900	5,943,300	5,969,900	5,562,100
Fines & Penalties					
Miscellaneous Fines	11,017	13,700	10,400	10,400	10,400
Parking Citations	553,184	470,000	470,000	470,000	470,000
Code Enforcement	22,000	18,000	28,000	20,000	20,000
Fire Citations	150	500	2,500	500	500
Planning Fines	0	0	0	0	0
Total	586,351	502,200	510,900	500,900	500,900
Use of Money & Property					
Investment Earnings	1,089,425	600,000	700,000	1,000,000	1,000,000
Prem/Disc Investments	(216,852)	0	0	0	0
Unrealized Gain/Loss	(156,032)	0	0	0	0
Rents & Royalties	1,058,459	1,350,000	1,350,000	1,380,000	1,400,000
Right of Way Facility Use	0	0	0	0	0
Total	1,775,001	1,950,000	2,050,000	2,380,000	2,400,000
Revenue from Other Agencies					
Motor Vehicle License	8,640,005	8,856,000	9,052,000	9,232,800	9,410,400
State Post	4,189	10,000	5,000	5,000	5,000
Federal Funds	10,906	0	0	0	0
SB 90 Reimbursements	73,708	0	0	10,000	10,000
Prop A Maint & Service	0	64,400	73,500	60,000	55,000
Total	8,732,500	8,930,400	9,130,500	9,307,800	9,480,400

GENERAL FUND
ESTIMATED REVENUES BY OBJECT

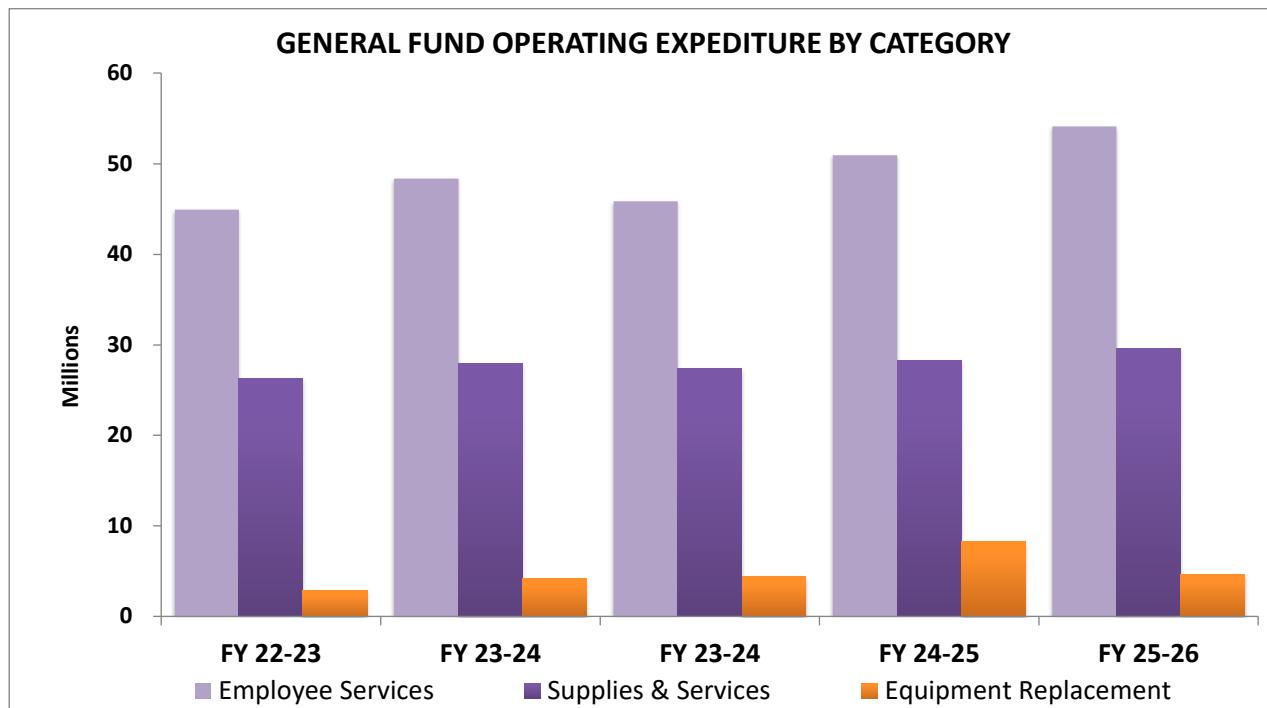
Revenue Source	FY 22-23 Actual	FY 23-24 Budget	FY 23-24 Estimated	FY 24-25 Budget	FY 25-26 Budget
Charges for Current Services					
Maps & Publications	77	100	0	0	0
Strike Team Reimbursement	401,759	375,000	211,700	429,600	438,200
Police Services	321,307	375,000	350,000	350,000	350,000
GEMT Ambulance	677,934	75,000	50,500	0	0
Engr Charges / Encroachment Permit	118,664	100,000	120,000	120,000	120,000
Street sidewalk Curb	3,750	3,500	3,800	3,800	3,800
Ambulance Charges	2,029,946	2,200,000	2,600,000	2,700,000	2,800,000
Subdivision Fees	1,056	900	900	900	900
Police Service DUI	23,232	25,000	35,000	30,000	30,000
Police Service Background	1,491	15,000	11,400	15,000	15,000
Fire Emergency Service	0	0	0	0	0
Security Alarm/Annual Permits	120,193	130,000	120,000	120,000	120,000
Police Svs/False Alarms	55,565	60,000	60,000	60,000	60,000
Fire False Alarm	29,545	30,000	32,000	30,000	30,000
Public Works Service	815	1,000	3,500	1,500	1,500
Address Change Fee	51,700	50,000	50,000	51,000	52,000
Vehicle Impounds	43,807	45,000	45,000	45,000	45,000
Fire Services Filming	58,911	90,000	40,000	90,000	90,000
Police Services Filming	62,580	80,000	40,000	70,000	70,000
Public Works Inspections	0	500	0	2,000	2,000
Fire Inspection Fees	347,449	350,000	350,000	360,000	360,000
Attorney Fees	5,344	10,000	1,000	5,000	5,000
Paramedic Subscription	124,688	120,000	120,000	125,000	125,000
Police Evidence Auction	1,846	11,500	11,500	11,500	11,500
EV Connect Fees	1,747	2,500	6,000	6,000	6,000
Fire Donation/Reimbursement	13,200	8,000	8,000	10,000	10,000
Police Donation/Reimbursement	2,500	38,000	33,500	35,000	35,000
Fire Special Services	62,145	100,000	30,000	50,000	50,000
Engr Charges / Captl Imprvmt Prjct	0	0	0	0	0
Total	4,561,251	4,296,000	4,333,800	4,721,300	4,830,900
Library					
Art & Lecture Room	5,160	2,500	8,000	8,000	8,000
Lost Books	3,473	2,000	6,000	6,000	6,000
Fines	27,620	25,000	34,000	34,000	34,000
Energy Conservation Class	0	0	0	0	0
Passport Processing	68,930	60,000	64,000	64,000	64,000
Donations/Reimbursements	1,490	5,000	0	0	0
Total	106,673	94,500	112,000	112,000	112,000

GENERAL FUND
ESTIMATED REVENUES BY OBJECT

Revenue Source	FY 22-23	FY 23-24	FY 23-24	FY 24-25	FY 25-26
	Actual	Budget	Estimated	Budget	Budget
Recreation					
Community Center	34,844	68,600	68,600	48,100	48,100
Special Event Cleaning	202	0	0	0	0
Dana Gymnasium	263,774	253,500	253,500	274,900	274,900
Fees & Charges	544,190	630,200	630,200	539,400	539,400
Nature	23,929	29,700	29,700	0	0
Playgrounds / Field Use	66,017	64,200	64,200	65,900	65,900
Sr. Citizen	164,056	254,500	244,600	190,600	190,600
Senior Meal Income	2,158	14,400	24,300	28,800	28,800
Camping	65,308	93,200	93,200	215,800	215,800
Community Events	0	0	0	7,300	7,300
Youth Master	89,135	118,700	118,700	65,400	65,400
Museum Education Center	33,319	31,300	31,300	32,700	32,700
Total	1,286,932	1,558,300	1,558,300	1,468,900	1,468,900
Other Revenues					
Miscellaneous Revenue	184,731	0	50,000	50,000	50,000
Court Appearance	4,695	5,000	5,000	5,000	5,000
City Attorney Cost Reimbursement	5,000	5,000	0	5,000	5,000
Cost Allocation	2,151,500	0	2,241,800	2,308,900	2,378,000
Capital Fund reimbursement - Race Track	15,132	120,000	5,000	10,000	10,000
Sale of Property	0	0	0	0	0
Total	2,361,057	130,000	2,301,800	2,378,900	2,448,000
Total Revenue	86,332,796	82,331,000	86,724,000	88,428,800	91,023,100
Transfers from Other Funds					
Narcotics Seizure	0	0	0	0	0
Traffic Safety	184,554	140,000	470,000	470,000	470,000
Gas Tax	1,607,705	1,400,000	1,400,000	1,400,000	1,400,000
Solid Waste	300,000	300,000	300,000	300,000	300,000
Equipment Replacement	2,821,085	4,141,200	4,387,100	8,275,600	4,639,900
Total Transfers-In	4,913,344	5,981,200	6,557,100	10,445,600	6,809,900
Transfers to Other Funds					
Local Law Enforcement	(120,111)	(135,200)	(135,200)	(165,000)	(170,000)
Lighting Districts	(817,771)	(868,000)	(868,000)	(859,200)	(895,300)
Equipment Replacement Fund	(3,275,769)	(3,400,000)	(3,400,000)	(3,400,000)	(3,400,000)
Capital Improvement Fund	(2,400,000)	(3,400,000)	(3,400,000)	(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	(8,266,774)	(7,803,200)	(7,803,200)	(7,824,200)	(7,865,300)
Total Revenues and Transfers	82,979,365	80,509,000	85,477,900	91,050,200	89,967,700

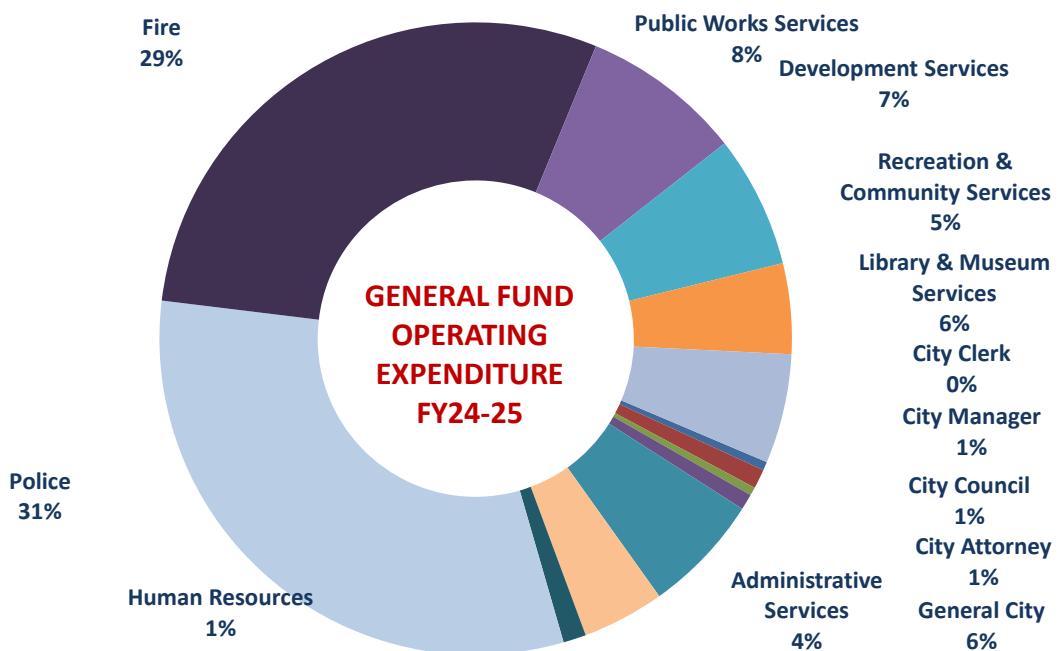
**GENERAL FUND
EXPENDITURE SUMMARY**

Expenditure	Adjusted				
	FY 22-23 Actual	FY 23-24 Budget	FY 23-24 Estimated	FY 24-25 Budget	FY 25-26 Budget
Employee Services	44,935,157	48,348,100	45,868,900	50,958,200	54,142,250
Supplies & Services	26,278,686	27,879,826	27,371,800	28,223,300	29,531,750
Equipment Replacement	2,821,085	4,141,200	4,387,100	8,275,600	4,639,900
Total Appropriation	74,034,928	80,369,126	77,627,800	87,457,100	88,313,900



**GENERAL FUND
DEPARTMENT SUMMARY**

Expenditure	Adjusted				
	FY 22-23 Actual	FY 23-24 Budget	FY 23-24 Estimated	FY 24-25 Budget	FY 25-26 Budget
City Council	264,076	313,078	282,200	376,700	381,800
City Manager	961,073	1,029,712	1,021,000	862,800	892,400
City Clerk	418,314	294,700	276,900	372,300	312,600
City Attorney	811,713	685,300	671,500	708,400	728,200
General City	4,109,518	5,354,500	5,089,200	5,340,100	5,349,800
Administrative Services	3,212,648	3,703,800	3,921,100	3,671,200	3,656,700
Human Resources	663,384	998,100	810,200	1,024,200	881,500
Police	24,557,771	26,417,435	24,424,800	27,461,000	29,033,900
Fire	20,597,175	21,065,500	22,283,800	25,620,500	25,927,700
Public Works Services	5,075,050	6,571,000	5,628,300	7,168,200	6,010,700
Development Services	5,432,300	5,395,200	5,103,100	5,905,400	5,768,400
Recreation & Community Services	3,387,809	3,856,300	3,749,400	4,053,800	4,199,000
Library & Museum Services	4,544,098	4,684,500	4,366,300	4,892,500	5,171,200
Total	74,034,928	80,369,126	77,627,800	87,457,100	88,313,900



**SUMMARY BY FUND
SOURCES OF FUNDS**

Fund	Beginning Fund Balance FY 24-25	Outside Sources	Transfer In	Total
General Fund	25,026,600	88,428,800	10,445,600	123,901,000
Narcotic Seizure Federal	245,400	46,400	0	291,800
COPS	94,100	192,300	0	286,400
Medical/Dental	472,900	0	7,231,600	7,704,500
Local Law Enforcement	1,600	130,000	165,000	296,600
IRS Task Force	479,400	14,400	0	493,800
Worker Compensation/Liability	5,875,100	176,300	3,535,000	9,586,400
Homeland Security	0	0	0	0
Library State Grant	600	0	0	600
Homelessness Plan	0	373,500	0	373,500
Office of Traffic Safety Grant	0	99,300	0	99,300
California OES HSGP	0	46,000	0	46,000
Autotheft Prevention Taskforce	0	0	0	0
Misc. P.E.R.S. Employee Retirement Fund	0	0	0	0
Emergency Reserve	15,323,600	0	0	15,323,600
Emergency Response	2,790,900	0	0	2,790,900
America Rescue Plan Act	2,693,200	0	0	2,693,200
Public, Educational/Governmental Access	1,198,100	105,900	0	1,304,000
Parks & Recreation	2,858,200	960,700	0	3,818,900
Fire Facilities Fund	183,000	180,500	0	363,500
Used Oil Grant	4,400	8,000	0	12,400
DOC Beverage Grant	72,900	16,400	0	89,300
Traffic Safety	0	143,000	0	143,000
Solid Waste	2,119,600	778,600	0	2,898,200
Measure W - Safe Clean Water Program	2,670,100	1,095,100	0	3,765,200
Dow Settlement Fund	5,869,900	176,100	0	6,046,000
State Gas Tax	(327,300)	1,552,200	0	1,224,900
Road Maintenance/Rehabilitation Act	1,811,500	1,510,400	0	3,321,900
Air Quality Management District	186,300	79,400	0	265,700
Community Development Block Grant	0	398,900	0	398,900
Santa Anita Grade Separation	745,800	22,400	0	768,200
Transit	127,600	3,124,700	696,000	3,948,300
Proposition A	3,879,500	1,677,500	0	5,557,000
Transportation Impact Fund	426,600	312,800	0	739,400
Proposition C	4,205,300	1,421,100	0	5,626,400
TDA Article 3 Bikeway	65,900	59,000	0	124,900
STPL & ITS Special Fund	0	0	0	0
Measure R	2,168,100	1,036,200	0	3,204,300
Measure M	1,386,900	2,642,300	0	4,029,200
Capital Improvement	13,886,500	706,600	3,400,000	17,993,100
City Hall Reserve	100	0	0	100
Lighting Maintenance	317,600	1,345,000	765,000	2,427,600
Water Fund	(7,262,200)	14,793,000	0	7,530,800
Sewer Fund	6,436,200	2,736,100	0	9,172,300
Par 3 Golf Course Fund	2,623,600	2,077,100	0	4,700,700
Equipment Replacement	17,337,500	520,100	3,400,000	21,257,600
Redevelopment Successor Agency	(5,263,500)	2,668,300	0	(2,595,200)
General Obligation Bond 2012	469,900	424,100	0	894,000
General Obligation Bond 2011	350,400	520,700	0	871,100
Pension Obligation Bonds 2020	2,800	5,874,700	0	5,877,500
Total	111,554,700	138,473,900	29,638,200	279,666,800

**SUMMARY BY FUND
USES OF FUNDS**

Fund	Appropriation	Transfer Out	Total	Ending Fund Balance FY24-25
General Fund	88,890,700	7,824,200	96,714,900	27,186,100
Narcotic Seizure	0	0	0	291,800
COPS	189,500	0	189,500	96,900
Medical/Dental	3,500,000	3,731,600	7,231,600	472,900
Local Law Enforcement	265,900	0	265,900	30,700
IRS Task Force	0	0	0	493,800
Worker Compensation/Liability	3,535,000	0	3,535,000	6,051,400
Homeland Security	0	0	0	0
Library State Grant	0	0	0	600
Homelessness Plan	373,500	0	373,500	0
Office of Traffic Safety Grant	99,300	0	99,300	0
California OES HSGP	46,000	0	46,000	0
Autotheft Prevention Taskforce	0	0	0	0
Misc. P.E.R.S. Employee Retirement Fund	0	0	0	0
Emergency Reserve	0	0	0	15,323,600
Emergency Response	0	0	0	2,790,900
America Rescue Plan Act	1,653,600	0	1,653,600	1,039,600
Public, Educational/Governmental Access	0	0	0	1,304,000
Parks & Recreation	0	0	0	3,818,900
Fire Facilities Fund	61,000	0	61,000	302,500
Used Oil Grant	16,000	0	16,000	(3,600)
DOC Beverage Grant	14,500	0	14,500	74,800
Traffic Safety	0	143,000	143,000	0
Solid Waste	525,700	300,000	825,700	2,072,500
Measure W - Safe Clean Water Program	630,200	0	630,200	3,135,000
Dow Settlement Fund	0	0	0	6,046,000
State Gas Tax	4,200	1,400,000	1,404,200	(179,300)
Road Maintenance/Rehabilitation Act	1,200,000	0	1,200,000	2,121,900
Air Quality Management District	22,600	0	22,600	243,100
Community Development Block Grant	370,100	0	370,100	28,800
Santa Anita Grade Separation	0	0	0	768,200
Transit	3,578,600	0	3,578,600	369,700
Proposition A	316,600	1,141,300	1,457,900	4,099,100
Transportation Impact Fund	550,000	0	550,000	189,400
Proposition C	1,012,300	0	1,012,300	4,614,100
TDA Article 3 Bikeway	0	0	0	124,900
STPL & ITS Special Fund	0	0	0	0
Measure R	378,400	760,900	1,139,300	2,065,000
Measure M	1,227,000	0	1,227,000	2,802,200
Capital Improvement	7,829,400	0	7,829,400	10,163,700
City Hall Reserve	0	0	0	100
Lighting Maintenance	1,432,000	0	1,432,000	995,600
Water Fund	17,364,900	0	17,364,900	(9,834,100)
Sewer Fund	5,001,100	0	5,001,100	4,171,200
Par 3 Golf Course Fund	1,348,500	0	1,348,500	3,352,200
Equipment Replacement	7,072,400	35,500	7,107,900	14,149,700
Redevelopment Successor Agency	2,668,300	0	2,668,300	(5,263,500)
General Obligation Bond 2012	411,800	0	411,800	482,200
General Obligation Bond 2011	530,100	0	530,100	341,000
Pension Obligation Bonds 2020	5,874,700	0	5,874,700	2,800
Total	157,993,900	15,336,500	173,330,400	106,336,400

**SUMMARY BY FUND
SOURCES OF FUNDS**

Fund	Beginning Fund Balance FY25-26	Outside Sources	Transfer In	Total
General Fund	27,186,100	91,023,100	6,809,900	125,019,100
Narcotic Seizure Federal	291,800	47,800	0	339,600
COPS	96,900	200,000	0	296,900
Medical/Dental	472,900	7,231,600	0	7,704,500
Local Law Enforcement	30,700	135,000	170,000	335,700
IRS Task Force	493,800	14,800	0	508,600
Worker Compensation/Liability	6,051,400	181,500	3,689,900	9,922,800
Homeland Security	0	0	0	0
Library State Grant	600	0	0	600
Homelessness Plan	0	377,800	0	377,800
Office of Traffic Safety Grant	0	99,300	0	99,300
California OES HSGP	0	46,000	0	46,000
Autotheft Prevention Taskforce	0	0	0	0
Misc. P.E.R.S. Employee Retirement Fund	0	0	0	0
Emergency Reserve	15,323,600	0	0	15,323,600
Emergency Response	2,790,900	0	0	2,790,900
America Rescue Plan Act	1,039,600	0	0	1,039,600
Public, Educational/Governmental Access	1,304,000	109,100	0	1,413,100
Parks & Recreation	3,818,900	1,214,600	0	5,033,500
Fire Facilities Fund	302,500	184,100	0	486,600
Used Oil Grant	(3,600)	8,000	0	4,400
DOC Beverage Grant	74,800	16,400	0	91,200
Traffic Safety	0	143,000	0	143,000
Solid Waste	2,072,500	777,200	0	2,849,700
Measure W - Safe Clean Water Program	2,072,500	94,100	0	2,166,600
Dow Settlement Fund	6,046,000	181,400	0	6,227,400
State Gas Tax	(179,300)	1,552,200	0	1,372,900
Road Maintenance/Rehabilitation Act	2,121,900	1,519,800	0	3,641,700
Air Quality Management District	243,100	81,100	0	324,200
Community Development Block Grant	28,800	400,900	0	429,700
Santa Anita Grade Separation	768,200	23,000	0	791,200
Transit	369,700	3,210,700	0	3,580,400
Proposition A	4,099,100	1,684,100	0	5,783,200
Transportation Impact Fund	189,400	305,700	0	495,100
Proposition C	4,614,100	1,433,300	0	6,047,400
TDA Article 3 Bikeway	124,900	60,700	0	185,600
STPL & ITS Special Fund	0	0	0	0
Measure R	2,065,000	1,048,000	0	3,113,000
Measure M	2,802,200	1,234,800	0	4,037,000
Capital Improvement	10,163,700	589,900	3,400,000	14,153,600
City Hall Reserve	100	0	0	100
Lighting Maintenance	995,600	600,000	795,000	2,390,600
Water Fund	(9,834,100)	14,793,000	0	4,958,900
Sewer Fund	4,171,200	2,668,100	0	6,839,300
Par 3 Golf Course Fund	3,352,200	2,077,100	0	5,429,300
Equipment Replacement	14,149,700	388,400	3,400,000	17,938,100
Redevelopment Successor Agency	(5,263,500)	2,666,400	0	(2,597,100)
General Obligation Bond 2012	482,200	424,500	0	906,700
General Obligation Bond 2011	341,000	520,700	0	861,700
Pension Obligation Bonds 2020	2,800	5,872,000	0	5,874,800
Total	105,273,900	145,239,200	18,264,800	268,777,900

**SUMMARY BY FUND
USES OF FUNDS**

Fund	Appropriations	Transfer Out	Total	Ending Fund Balance FY25-26
General Fund	89,432,100	7,865,300	97,297,400	27,721,700
Narcotic Seizure Federal	0	0	0	339,600
COPS	197,100	0	197,100	99,800
Medical/Dental	3,500,000	3,731,600	7,231,600	472,900
Local Law Enforcement	270,200	0	270,200	65,500
IRS Task Force	0	0	0	508,600
Worker Compensation/Liability	3,689,900	0	3,689,900	6,232,900
Homeland Security	0	0	0	0
Library State Grant	0	0	0	600
Homelessness Plan	377,800	0	377,800	0
Office of Traffic Safety Grant	99,300	0	99,300	0
California OES HSGP	46,000	0	46,000	0
Autotheft Prevention Taskforce	0	0	0	0
Misc. P.E.R.S. Employee Retirement	0	0	0	0
Emergency Reserve	0	0	0	15,323,600
Emergency Response	0	0	0	2,790,900
America Rescue Plan Act	1,000,600	0	1,000,600	39,000
Public, Educational/Governmental Access	0	0	0	1,413,100
Parks & Recreation	0	0	0	5,033,500
Fire Facilities Fund	52,000	0	52,000	434,600
Used Oil Grant	8,000	0	8,000	(3,600)
DOC Beverage Grant	14,500	0	14,500	76,700
Traffic Safety	0	143,000	143,000	0
Solid Waste	502,000	300,000	802,000	2,047,700
Measure W - Safe Clean Water Program	690,200	0	690,200	5,537,200
Dow Settlement Fund	0	0	0	6,227,400
State Gas Tax	4,200	1,400,000	1,404,200	(31,300)
Road Maintenance/Rehabilitation Act	1,200,000	0	1,200,000	2,441,700
Air Quality Management	22,700	0	22,700	301,500
Community Development Block Grant	372,100	0	372,100	57,600
Santa Anita Grade Separation	0	0	0	791,200
Transit	3,687,600	0	3,687,600	(107,200)
Proposition A	1,520,300	0	1,520,300	4,262,900
Transportation Impact Fund	250,000	0	250,000	245,100
Proposition C	1,619,600	0	1,619,600	4,427,800
TDA Article 3 Bikeway	0	0	0	185,600
STPL & ITS Special Grant	0	0	0	0
Measure R	643,700	0	643,700	2,469,300
Measure M	1,377,000	0	1,377,000	2,660,000
Capital Improvement	4,214,400	0	4,214,400	9,939,200
City Hall Reserve	0	0	0	100
Lighting Maintenance	1,492,200	0	1,492,200	898,400
Water Fund	17,986,600	0	17,986,600	(13,027,700)
Sewer Fund	3,978,600	0	3,978,600	2,860,700
Par 3 Golf Course Fund	1,368,000	0	1,368,000	4,061,300
Equipment Replacement	4,676,500	0	4,676,500	13,261,600
Redevelopment Successor Agency	2,666,400	0	2,666,400	(5,263,500)
General Obligation Bond 2012	407,000	0	407,000	499,700
General Obligation Bond 2011	524,000	0	524,000	337,700
Pension Obligation Bonds 2020	5,872,000	0	5,872,000	2,800
Total	153,762,600	13,439,900	167,202,500	105,636,200

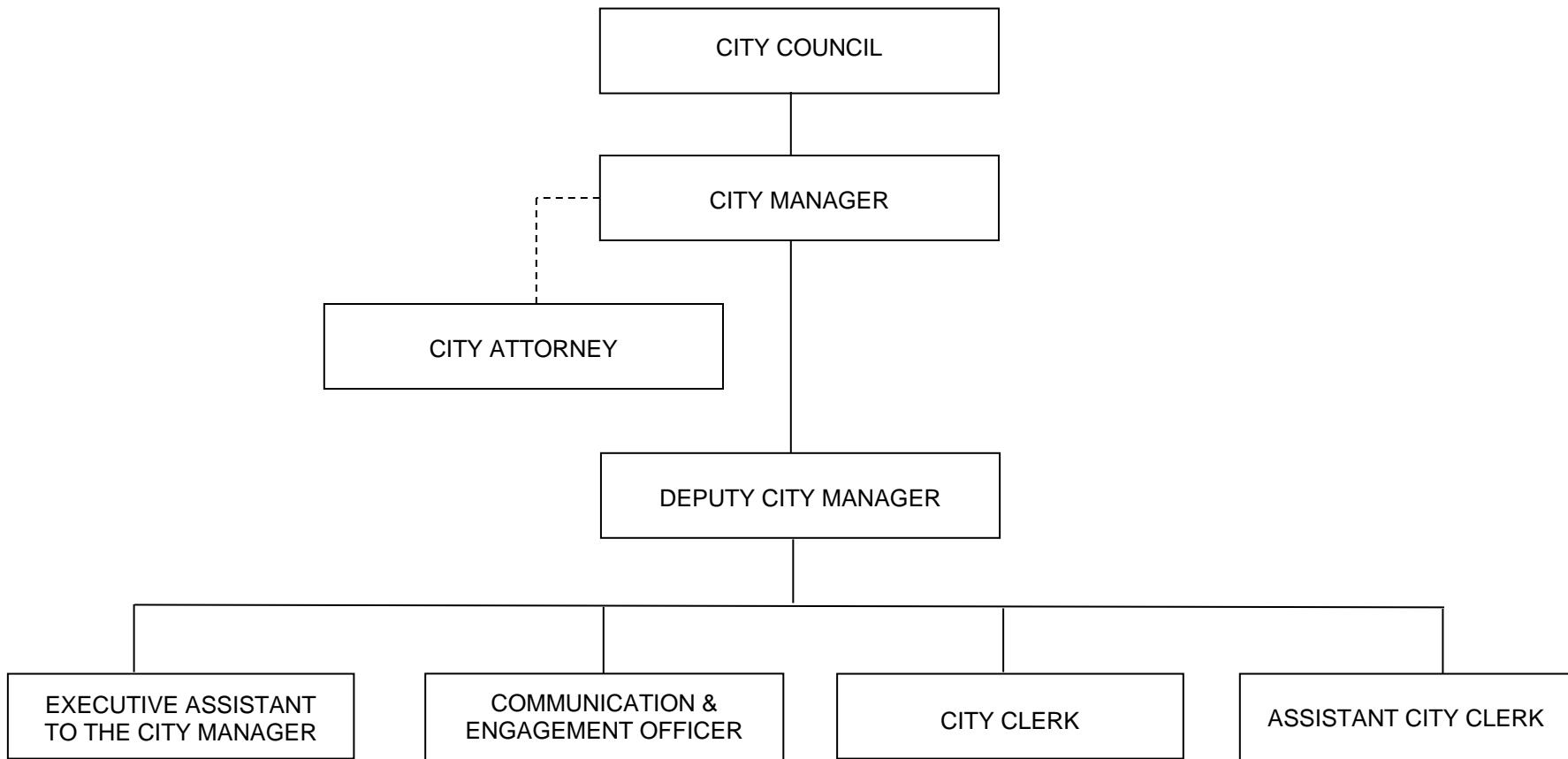
FULL TIME EMPLOYEES AND ELECTED OFFICIALS

	FY 22-23 Budget	FY 23-24 Budget	FY 23-24 Actual	FY 24-25 Budget	FY 25-26 Budget
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	11.00	12.00	11.00	12.00	12.00
Human Resources	6.00	6.00	6.00	6.00	6.00
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
Total General Fund	262.60	262.85	261.85	267.10	267.10
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
Total Personnel	309.45	309.70	308.70	312.31	312.31

* Part Time employees are not included.

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CITY MANAGER'S OFFICE



CITY COUNCIL

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

FY24-25 EMPLOYEE COUNT BY DEPARTMENT

CITY COUNCIL

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

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DEPARTMENTAL SUMMARY	1100 CITY COUNCIL					
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	76,288	73,600	88,900	141,300	143,100
4014	VACATION SELL BACK	1,118	1,200	1,200	1,300	1,500
4015	ALLOWANCES	0	0	100	1,400	1,400
4021	LONGEVITY PAY	1,093	3,000	800	3,000	3,000
4241	P.E.R.S	13,909	16,300	13,900	34,800	37,500
4244	MEDICAL/DENTAL INSURANCE	62,871	99,400	62,400	99,800	99,800
4245	LONG TERM DISABILITY	27	0	0	0	0
4247	LIFE INSURANCE	406	500	400	500	500
4250	FICA/HOSPITAL INSURANCE	970	1,100	1,200	2,100	2,100
4299	VACANCY RATE	0	-5,900	0	-14,600	-14,800
Total: SALARIES & WAGES		156,682	189,200	168,900	269,600	274,100
SUPPLIES						
5110	OFFICE SUPPLIES	17,489	5,200	6,000	6,200	6,200
5125	PRINT SHOP	1,582	1,500	1,500	2,500	1,500
5230	BUILDING AND GROUNDS	0	23,778	0	0	0
Total: SUPPLIES		19,071	30,478	7,500	8,700	7,700
OPERATING EXPENSES						
6210	TELEPHONE	638	2,700	2,400	2,400	2,400
6505	GENERAL LIABILITY	5,000	5,300	5,300	7,100	7,500
6507	WORKERS' COMPENSATION	2,400	2,700	2,700	2,900	3,000
6730	OFFICE EQUIPMENT	7,827	0	0	0	0
6930	MEMBERSHIP & PUBLICATIONS	35,338	37,000	36,700	37,900	39,000
6940	OFFICIAL MEETINGS	21,353	20,000	24,000	22,000	22,000
6977	EMPLOYEE SUPPORT	97	200	100	100	100
Total: OPERATING EXPENSES		72,653	67,900	71,200	72,400	74,000
SPECIAL PROGRAMS						
7262	SPECIAL EVENTS	6,623	17,000	26,100	17,000	17,000
7811	POB CONTRIBUTIONS	9,047	8,500	8,500	9,000	9,000
Total: SPECIAL PROGRAMS		15,671	25,500	34,600	26,000	26,000
Total Division:		264,076	313,078	282,200	376,700	381,800

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR 20.32 %

CITY MANAGER'S OFFICE

Description:

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

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

- The Administration Division provides oversight and direction to all City departments and programs to ensure they meet the needs of the community and are responsive to City Council goals. The functions of the Administration Division include providing oversight and direction regarding the development and formulation of policies, goals, and objectives; providing oversight of major City-initiated projects; identifying and addressing issues of local concern; and providing direction on the annual budget process.
- The Communications & Marketing Division provides timely and accurate information to the community, media, businesses and non-profits regarding City programs, projects, and events. The functions of the Communications & Marketing Division include administering the City's website and social media sites; providing video and graphic design services; creating print/web communication and marketing materials; supporting the City's brand and overall community relations, outreach efforts, and engagement goals.
- 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; coordinating and fulfilling Public Records Act (PRA) requests; 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; recruitment for City boards and commissions, including maintenance of official rosters and information;; 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, and the preparation and/or approval of legal documents such as contracts, deeds, ordinances, and resolutions.

FY 2024-25 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 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 spokesperson regarding news events and 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.
8. Improve the City's social media content and engagement across all approved to increase followers, engagement, and community connection.
9. Provide staff support to the City Council, City Clerk, City Manager, and City Attorney.
10. Manage and coordinate emergency communications and public messaging for any events in Arcadia caused by natural disasters, weather, and other emergencies.

11. 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.
12. Collaborate with the San Gabriel Valley Council of Governments (SGVCOG) to administer the City's Coyote Management Plan and provide appropriate wildlife response to community, improve understanding of wildlife behavior for a multitude of animals living in Arcadia; and balance respect and protection of wildlife while also preserving public safety.
13. Oversee the City's legislative advocacy efforts.
14. 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.

FY24-25 EMPLOYEE COUNT BY DEPARTMENT

CITY MANAGER

<i>Position</i>	<i>FTE</i>
City Manager	1.00
Comm & Engagement Officer	1.00
Deputy City Manager	1.00
Executive Assistant	1.00
TOTAL	4.00

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DEPARTMENTAL SUMMARY						
1200 CITY MANAGER OFFICE						
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	429,879	452,200	469,000	403,200	423,800
4014	VACATION SELL BACK	12,869	18,500	14,200	17,500	19,500
4015	ALLOWANCES	7,309	7,300	7,700	7,800	7,800
4021	LONGEVITY PAY	3,514	4,500	2,500	4,500	4,500
4030	PART-TIME PERS ONLY	11,417	9,100	8,000	0	0
4032	PART-TIME NON-PERS	11,125	10,000	0	11,000	10,000
4241	P.E.R.S	97,189	94,600	96,300	96,700	107,700
4242	NON-PERSABLE COMPENSATION	11,365	2,000	12,000	1,700	1,900
4244	MEDICAL/DENTAL INSURANCE	34,133	51,100	33,800	36,500	36,500
4245	LONG TERM DISABILITY	129	300	100	200	200
4247	LIFE INSURANCE	995	1,300	1,000	1,100	1,100
4250	FICA/HOSPITAL INSURANCE	7,394	7,300	7,500	6,000	6,300
4299	VACANCY RATE	0	-19,800	0	-29,300	-30,900
Total: SALARIES & WAGES		627,318	638,400	652,100	556,900	588,400
SUPPLIES						
5110	OFFICE SUPPLIES	6,527	6,300	4,500	6,300	6,300
5115	PROGRAM EXPENSES	1,473	6,600	3,800	13,100	13,100
5125	PRINT SHOP	320	500	200	500	500
Total: SUPPLIES		8,319	13,400	8,500	19,900	19,900
OPERATING EXPENSES						
6160	CONTRACT SERVICES	15,340	45,450	38,000	18,100	18,100
6163	CABLE TECH SERVICES	26,685	35,500	27,000	30,000	32,000
6505	GENERAL LIABILITY	15,800	16,700	16,700	22,400	23,600
6507	WORKERS' COMPENSATION	10,100	11,300	11,300	12,100	12,500
6730	OFFICE EQUIPMENT	937	1,000	500	6,500	1,100
6750	VEHICLE MAINTENANCE	495	600	500	600	700
6751	VEHICLE FUEL USAGE	251	400	100	400	400
6752	VEHICLE 3RD PARTY SVC	0	200	0	200	300
6930	MEMBERSHIP & PUBLICATIONS	1,470	4,100	2,000	4,300	4,300
6940	OFFICIAL MEETINGS	9,290	16,300	6,800	16,400	16,500
6977	EMPLOYEE SUPPORT	320	400	200	400	0
Total: OPERATING EXPENSES		80,689	131,950	103,100	111,400	109,500
SPECIAL PROGRAMS						
7120	CITY BEAUTIFUL COMMISSION	51,086	50,000	48,800	50,000	50,000
7125	CITY WEB SITE	5,900	7,400	6,900	7,400	7,400
7156	CITY VOLUNTEER PROGRAM	40,880	35,000	35,000	0	0
7211	COYOTE CONTROL	10,030	12,000	8,000	11,000	11,000
7260	CITY NEWSLETTER	41,499	38,600	43,600	32,000	32,000
7261	BROCHURES	10,526	11,000	5,400	11,000	11,000
7262	SPECIAL EVENTS	21,608	21,562	39,200	0	0
7811	POB CONTRIBUTIONS	63,217	70,400	70,400	63,200	63,200
Total: SPECIAL PROGRAMS		244,746	245,962	257,300	174,600	174,600
Total Division:		961,073	1,029,712	1,021,000	862,800	892,400

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(16.21)%

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED	
DIVISION: 1200		CITY MANAGER-ADMIN					
SALARIES & WAGES							
4010	REGULAR EMPLOYEES	382,658	332,200	365,300	364,700	382,300	
4014	VACATION SELL BACK	12,645	17,000	14,000	17,000	19,000	
4015	ALLOWANCES	7,124	7,100	7,100	7,100	7,100	
4021	LONGEVITY PAY	3,059	3,900	2,300	3,900	3,900	
4032	PART-TIME NON-PERS	11,125	10,000	0	10,000	10,000	
4241	P.E.R.S	84,240	68,200	74,200	87,300	97,000	
4242	NON-PERSABLE COMPENSATION	11,178	1,500	11,500	1,600	1,700	
4244	MEDICAL/DENTAL INSURANCE	29,510	19,500	24,900	31,400	31,400	
4245	LONG TERM DISABILITY	108	100	100	200	200	
4247	LIFE INSURANCE	886	900	800	1,000	1,000	
4250	FICA/HOSPITAL INSURANCE	6,449	5,300	5,900	5,400	5,700	
4299	VACANCY RATE	0	-17,000	0	-26,400	-27,800	
Total:	SALARIES & WAGES	548,983	448,700	506,100	503,200	531,500	
SUPPLIES							
5110	OFFICE SUPPLIES	5,985	4,300	3,500	4,300	4,300	
5115	PROGRAM EXPENSES	1,061	4,800	3,500	4,800	4,800	
5125	PRINT SHOP	320	500	200	500	500	
Total:	SUPPLIES	7,366	9,600	7,200	9,600	9,600	
OPERATING EXPENSES							
6160	CONTRACT SERVICES	5,450	35,450	35,500	0	0	
6505	GENERAL LIABILITY	15,800	16,700	16,700	22,400	23,600	
6507	WORKERS' COMPENSATION	10,100	11,300	11,300	12,100	12,500	
6730	OFFICE EQUIPMENT	481	500	100	500	500	
6750	VEHICLE MAINTENANCE	495	600	500	600	700	
6751	VEHICLE FUEL USAGE	251	400	100	400	400	
6752	VEHICLE 3RD PARTY SVC	0	200	0	200	300	
6930	MEMBERSHIP & PUBLICATIONS	1,380	3,600	1,500	3,600	3,600	
6940	OFFICIAL MEETINGS	8,588	14,800	5,300	14,800	14,800	
6977	EMPLOYEE SUPPORT	320	400	200	400	0	
Total:	OPERATING EXPENSES	42,865	83,950	71,200	55,000	56,400	
SPECIAL PROGRAMS							
7811	POB CONTRIBUTIONS	54,794	60,600	60,600	54,800	54,800	
Total:	SPECIAL PROGRAMS	54,794	60,600	60,600	54,800	54,800	
Total:		654,009	602,850	645,100	622,600	652,300	

Fund/Division: 0011201

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

3.28 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 1203		CITY MANAGER-COMM MARKET				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	47,221	120,000	103,700	38,500	41,500
4014	VACATION SELL BACK	224	1,500	200	500	500
4015	ALLOWANCES	186	200	600	700	700
4021	LONGEVITY PAY	455	600	200	600	600
4030	PART-TIME PERS ONLY	11,417	9,100	8,000	0	0
4032	PART-TIME NON-PERS	0	0	0	1,000	0
4241	P.E.R.S	12,949	26,400	22,100	9,400	10,700
4242	NON-PERSABLE COMPENSATION	187	500	500	100	200
4244	MEDICAL/DENTAL INSURANCE	4,623	31,600	8,900	5,100	5,100
4245	LONG TERM DISABILITY	21	200	0	0	0
4247	LIFE INSURANCE	108	400	200	100	100
4250	FICA/HOSPITAL INSURANCE	944	2,000	1,600	600	600
4299	VACANCY RATE	0	-2,800	0	-2,900	-3,100
Total: SALARIES & WAGES		78,335	189,700	146,000	53,700	56,900
SUPPLIES						
5110	OFFICE SUPPLIES	541	2,000	1,000	2,000	2,000
5115	PROGRAM EXPENSES	412	1,800	300	8,300	8,300
Total: SUPPLIES		953	3,800	1,300	10,300	10,300
OPERATING EXPENSES						
6160	CONTRACT SERVICES	9,890	10,000	2,500	18,100	18,100
6163	CABLE TECH SERVICES	26,685	35,500	27,000	30,000	32,000
6730	OFFICE EQUIPMENT	456	500	400	6,000	600
6930	MEMBERSHIP & PUBLICATIONS	90	500	500	700	700
6940	OFFICIAL MEETINGS	702	1,500	1,500	1,600	1,700
Total: OPERATING EXPENSES		37,823	48,000	31,900	56,400	53,100
SPECIAL PROGRAMS						
7120	CITY BEAUTIFUL COMMISSION	51,086	50,000	48,800	50,000	50,000
7125	CITY WEB SITE	5,900	7,400	6,900	7,400	7,400
7156	CITY VOLUNTEER PROGRAM	40,880	35,000	35,000	0	0
7211	COYOTE CONTROL	10,030	12,000	8,000	11,000	11,000
7260	CITY NEWSLETTER	41,499	38,600	43,600	32,000	32,000
7261	BROCHURES	10,526	11,000	5,400	11,000	11,000
7262	SPECIAL EVENTS	21,608	21,562	39,200	0	0
7811	POB CONTRIBUTIONS	8,423	9,800	9,800	8,400	8,400
Total: SPECIAL PROGRAMS		189,952	185,362	196,700	119,800	119,800
Total:		307,064	426,862	375,900	240,200	240,100
Fund/Division: 0011203		OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				
		(43.73) %				

FY24-25 EMPLOYEE COUNT BY DEPARTMENT

CITY CLERK

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

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DEPARTMENTAL SUMMARY	1300 CITY CLERK					
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	114,133	121,700	122,100	126,100	134,700
4011	SPECIALIST PAY	0	0	400	500	500
4014	VACATION SELL BACK	2,891	3,000	3,100	3,400	3,500
4015	ALLOWANCES	148	200	200	200	200
4021	LONGEVITY PAY	1,093	1,100	1,100	1,100	1,100
4032	PART-TIME NON-PERS	0	16,400	14,100	17,800	18,700
4130	OVERTIME	17	0	0	0	0
4241	P.E.R.S.	24,240	24,800	24,800	30,000	33,900
4242	NON-PERSABLE COMPENSATION	107	0	100	100	200
4244	MEDICAL/DENTAL INSURANCE	14,493	35,400	15,100	36,800	36,800
4245	LONG TERM DISABILITY	61	100	100	100	100
4247	LIFE INSURANCE	110	200	100	200	300
4250	FICA/HOSPITAL INSURANCE	1,743	1,800	1,800	2,200	2,300
4299	VACANCY RATE	0	-5,100	0	-11,100	-11,800
Total: SALARIES & WAGES		159,035	199,600	183,000	207,400	220,500
SUPPLIES						
5110	OFFICE SUPPLIES	6,074	3,800	3,800	3,800	4,000
5125	PRINT SHOP	1,897	1,200	1,200	1,300	1,400
Total: SUPPLIES		7,971	5,000	5,000	5,100	5,400
OPERATING EXPENSES						
6160	CONTRACT SERVICES	34,273	35,700	35,800	28,000	28,500
6505	GENERAL LIABILITY	5,800	6,100	6,100	8,200	8,600
6507	WORKERS' COMPENSATION	21,000	23,400	23,400	25,100	25,900
6930	MEMBERSHIP & PUBLICATIONS	1,995	800	800	900	1,000
6940	OFFICIAL MEETINGS	157	500	200	200	200
6945	ELECTION	169,770	0	0	75,200	0
6970	TRAINING	2,372	6,000	5,000	6,200	6,500
6977	EMPLOYEE SUPPORT	174	200	200	200	200
Total: OPERATING EXPENSES		235,541	72,700	71,500	144,000	70,900
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	15,767	17,400	17,400	15,800	15,800
Total: SPECIAL PROGRAMS		15,767	17,400	17,400	15,800	15,800
Total Division:		418,314	294,700	276,900	372,300	312,600
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						26.33 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DEPARTMENTAL SUMMARY	1500		CITY ATTORNEY			
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	107,634	115,700	118,100	120,100	128,700
4011	SPECIALIST PAY	0	0	400	500	500
4014	VACATION SELL BACK	2,891	3,000	3,100	3,400	3,500
4015	ALLOWANCES	148	200	200	200	200
4021	LONGEVITY PAY	1,093	1,100	1,100	1,100	1,100
4130	OVERTIME	17	0	0	0	0
4241	P.E.R.S.	22,930	23,600	24,000	28,500	32,400
4242	NON-PERSABLE COMPENSATION	107	100	100	100	200
4244	MEDICAL/DENTAL INSURANCE	14,494	10,200	15,100	18,300	18,300
4245	LONG TERM DISABILITY	61	100	100	100	100
4247	LIFE INSURANCE	110	100	100	200	200
4250	FICA/HOSPITAL INSURANCE	1,656	1,700	1,800	1,800	1,900
4299	VACANCY RATE	0	-4,700	0	-8,800	-9,500
Total: SALARIES & WAGES		151,139	151,100	164,100	165,500	177,600
SUPPLIES						
5110	OFFICE SUPPLIES	80	600	100	500	500
5125	PRINT SHOP	0	200	100	100	100
Total: SUPPLIES		80	800	200	600	600
OPERATING EXPENSES						
6140	LEGAL	416,060	312,000	272,000	312,000	312,000
6160	CONTRACT SERVICES	219,420	194,200	208,000	201,000	208,000
6505	GENERAL LIABILITY	10,100	10,700	10,700	14,400	15,100
Total: OPERATING EXPENSES		645,580	516,900	490,700	527,400	535,100
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	14,915	16,500	16,500	14,900	14,900
Total: SPECIAL PROGRAMS		14,915	16,500	16,500	14,900	14,900
Total Division:		811,713	685,300	671,500	708,400	728,200

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR 3.37 %

GENERAL CITY

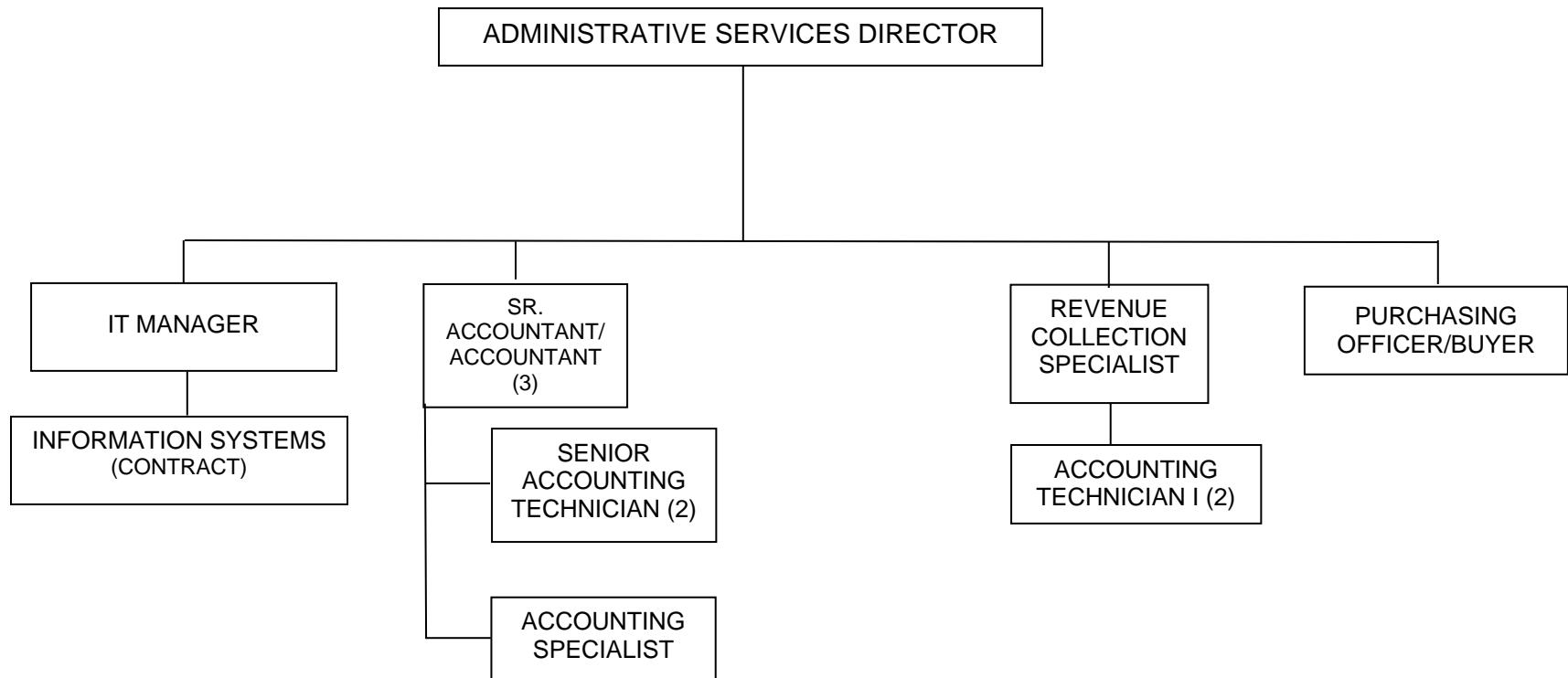
Description:

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

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DEPARTMENTAL SUMMARY	1700	GENERAL CITY				
SALARIES & WAGES						
4013 VACATION PAY OFF	329,332	350,000	250,000	250,000	250,000	250,000
4241 P.E.R.S	12,959	0	200	0	0	0
4248 RETIREE MEDICAL	850,279	975,000	870,400	850,000	875,000	
4249 UNEMPLOYMENT INSURANCE	8,331	0	4,000	5,000	5,000	
4251 RETIREE LIFE INS	60	0	0	0	0	
Total: SALARIES & WAGES	1,200,961	1,325,000	1,124,600	1,105,000	1,130,000	
SUPPLIES						
5110 OFFICE SUPPLIES	5,090	6,300	6,300	6,300	6,500	
5112 CITY HALL DUPLICATING	10,719	15,000	15,000	15,000	15,000	
Total: SUPPLIES	15,809	21,300	21,300	21,300	21,500	
OPERATING EXPENSES						
6160 CONTRACT SERVICES	600	0	0	0	0	
6210 TELEPHONE	50,391	53,700	46,100	47,000	47,900	
6505 GENERAL LIABILITY	19,800	20,900	20,900	28,100	29,600	
6507 WORKERS' COMPENSATION	1,400	1,600	1,600	1,700	1,800	
6930 MEMBERSHIP & PUBLICATIONS	1,697	11,000	11,000	9,000	10,000	
6960 EQUIPMENT REPLACEMENT	9,375	0	0	0	0	
6977 EMPLOYEE SUPPORT	36,339	46,000	46,000	46,000	46,000	
Total: OPERATING EXPENSES	119,601	133,200	125,600	131,800	135,300	
SPECIAL PROGRAMS						
7280 DAMAGES TO CITY PROPERTY	63,147	10,000	-47,300	10,000	10,000	
7350 OPEB CONTRIBUTION	1,710,000	1,865,000	1,865,000	2,072,000	2,053,000	
7351 ADP PERS CONTRIBUTION	1,000,000	2,000,000	2,000,000	2,000,000	2,000,000	
Total: SPECIAL PROGRAMS	2,773,147	3,875,000	3,817,700	4,082,000	4,063,000	
Total Division:	4,109,518	5,354,500	5,089,200	5,340,100	5,349,800	

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR (0.27)%

ADMINISTRATIVE SERVICES DEPARTMENT



ADMINISTRATIVE SERVICES DEPARTMENT

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 three divisions, including Financial Services, 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 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.

FY 2024-25 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. Assist all City departments in the transition to the new Enterprise Resource Planning (ERP) program. This new program will include new functions related to reporting, document retention, time reporting and workflow management that will allow staff to further automate accounting processes and eliminate certain paperwork and make access to information easier.
6. 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.
7. Continue to implement best practices to protect the City from internal and external threats.
8. Maintaining a robust backup system and strategy to retain all critical data.
9. Formulate a long-term strategic IT plan to ensure that the City continues to have robust information technology capabilities to keep up with growth and ensure the security of the network.
10. Implement new cashiering software to allow better payment tracking and collection by the individual departments.
11. Revise the Purchasing Manual according to the Municipal Code updates and provide training to city employees on the new procedures.
12. Continue to dispose of surplus equipment located in the basement of City Hall and City Council Chambers.
13. Review and update the procedural manual for solicitation of Request for Proposals/Bids and provide training to all City departments.

FY24-25 EMPLOYEE COUNT BY DEPARTMENT

ADMINISTRATIVE SVCS

<i>Position</i>	<i>FTE</i>
Accountant	2.00
Accounting Specialist	1.00
Accounting Technician I	2.00
Administrative Services Director	1.00
Buyer	1.00
IT Manager	1.00
Revenue Collection Specialist	1.00
Senior Accountant	1.00
Senior Accounting Technician	2.00
TOTAL	12.00

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 1800		ADMIN SVCS-FINANCIAL SVCS				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	514,300	601,700	536,100	554,100	593,400
4011	SPECIALIST PAY	1,042	1,000	1,000	1,000	1,000
4014	VACATION SELL BACK	14,424	13,000	13,000	14,000	15,000
4015	ALLOWANCES	1,290	1,300	800	200	200
4021	LONGEVITY PAY	5,327	6,300	5,800	6,400	6,400
4130	OVERTIME	456	0	0	0	0
4241	P.E.R.S.	115,292	127,000	112,600	135,200	153,500
4242	NON-PERSABLE COMPENSATION	1,639	2,100	1,600	1,700	1,800
4244	MEDICAL/DENTAL INSURANCE	76,027	112,000	78,300	106,400	106,400
4245	LONG TERM DISABILITY	288	600	300	600	600
4247	LIFE INSURANCE	1,060	1,300	1,000	1,300	1,400
4250	FICA/HOSPITAL INSURANCE	8,492	9,100	8,900	8,100	8,700
4299	VACANCY RATE	0	-22,900	0	-42,000	-45,000
Total: SALARIES & WAGES		739,636	852,500	759,400	787,000	843,400
SUPPLIES						
5110	OFFICE SUPPLIES	13,629	12,500	10,500	12,500	13,000
5125	PRINT SHOP	0	300	300	300	300
Total: SUPPLIES		13,629	12,800	10,800	12,800	13,300
OPERATING EXPENSES						
6160	CONTRACT SERVICES	73,386	185,900	185,900	187,000	197,000
6310	MILEAGE	0	0	100	100	100
6505	GENERAL LIABILITY	64,500	68,200	68,200	91,500	96,500
6507	WORKERS' COMPENSATION	73,900	82,400	82,400	88,300	91,000
6540	TAXES	8,335	0	4,000	3,000	3,000
6730	OFFICE EQUIPMENT	0	500	500	500	500
6750	VEHICLE MAINTENANCE	882	900	1,900	2,000	2,200
6751	VEHICLE FUEL USAGE	179	400	400	400	500
6752	VEHICLE 3RD PARTY SVC	0	200	0	200	300
6910	AUDIT	24,500	33,000	25,000	26,000	27,000
6930	MEMBERSHIP & PUBLICATIONS	2,105	3,000	2,500	3,300	3,500
6940	OFFICIAL MEETINGS	2,091	3,500	1,500	4,700	3,200
6960	EQUIPMENT REPLACEMENT	167,464	266,500	653,900	336,000	176,700
6970	TRAINING	1,049	1,200	1,300	1,500	2,000
6977	EMPLOYEE SUPPORT	1,441	2,000	2,000	1,200	1,200
Total: OPERATING EXPENSES		419,831	647,700	1,029,600	745,700	604,700
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	74,992	83,600	83,600	75,000	75,000
Total: SPECIAL PROGRAMS		74,992	83,600	83,600	75,000	75,000
Total:		1,248,089	1,596,600	1,883,400	1,620,500	1,536,400
Fund/Division: 0011801						1.50 %
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						1.50 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 1806		ADMIN SVCS-PURCHASING				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	139,564	138,700	112,400	107,100	117,000
4014	VACATION SELL BACK	2,500	2,500	0	1,500	1,500
4015	ALLOWANCES	1,032	1,000	600	100	100
4021	LONGEVITY PAY	1,631	2,100	400	200	200
4241	P.E.R.S	30,794	29,200	23,000	25,200	29,200
4242	NON-PERSABLE COMPENSATION	673	700	600	500	600
4244	MEDICAL/DENTAL INSURANCE	20,219	21,000	10,400	22,600	22,600
4245	LONG TERM DISABILITY	64	100	100	100	100
4247	LIFE INSURANCE	379	400	300	400	400
4250	FICA/HOSPITAL INSURANCE	2,061	2,000	1,900	1,600	1,700
4299	VACANCY RATE	0	-5,900	0	-8,100	-8,900
Total: SALARIES & WAGES		198,917	191,800	149,700	151,200	164,500
SUPPLIES						
5110	OFFICE SUPPLIES	740	500	500	500	500
5125	PRINT SHOP	731	1,000	100	800	800
Total: SUPPLIES		1,471	1,500	600	1,300	1,300
OPERATING EXPENSES						
6310	MILEAGE	0	100	100	100	200
6730	OFFICE EQUIPMENT	538	500	500	500	500
6930	MEMBERSHIP & PUBLICATIONS	140	200	200	200	200
6940	OFFICIAL MEETINGS	0	100	0	100	100
6970	TRAINING	0	1,500	4,600	2,500	2,000
Total: OPERATING EXPENSES		678	2,400	5,400	3,400	3,000
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	20,030	19,800	19,800	20,000	20,000
Total: SPECIAL PROGRAMS		20,030	19,800	19,800	20,000	20,000
Total:		221,096	215,500	175,500	175,900	188,800
Fund/Division: 0011806		OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				
		(18.38) %				

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED	
DIVISION: 1807		ADMIN SVCS-TREASURER					
SALARIES & WAGES							
4010	REGULAR EMPLOYEES	215,357	220,600	223,300	216,200	231,900	
4011	SPECIALIST PAY	240	0	1,000	1,000	1,000	
4014	VACATION SELL BACK	3,968	3,500	3,500	3,500	3,500	
4015	ALLOWANCES	0	0	100	200	200	
4021	LONGEVITY PAY	2,186	2,500	2,500	2,500	2,500	
4241	P.E.R.S	47,436	46,500	47,000	53,200	60,500	
4242	NON-PERSABLE COMPENSATION	291	300	300	200	200	
4244	MEDICAL/DENTAL INSURANCE	33,780	47,000	38,900	48,800	48,800	
4245	LONG TERM DISABILITY	154	300	200	300	300	
4247	LIFE INSURANCE	293	400	300	300	300	
4250	FICA/HOSPITAL INSURANCE	3,467	3,300	3,500	3,200	3,400	
4299	VACANCY RATE	0	-9,700	0	-16,800	-18,000	
Total: SALARIES & WAGES		307,171	314,700	320,600	312,600	334,600	
SUPPLIES							
5110	OFFICE SUPPLIES	9,659	17,300	14,000	11,500	12,500	
Total: SUPPLIES		9,659	17,300	14,000	11,500	12,500	
OPERATING EXPENSES							
6160	CONTRACT SERVICES	295,807	408,200	380,000	381,500	400,000	
6310	MILEAGE	0	100	0	100	100	
6730	OFFICE EQUIPMENT	0	500	5,600	500	500	
6930	MEMBERSHIP & PUBLICATIONS	125	500	300	600	600	
6940	OFFICIAL MEETINGS	2,131	2,300	1,000	2,000	1,000	
6970	TRAINING	0	500	300	900	1,000	
Total: OPERATING EXPENSES		298,063	412,100	387,200	385,600	403,200	
SPECIAL PROGRAMS							
7811	POB CONTRIBUTIONS	30,855	34,200	34,200	30,900	30,900	
Total: SPECIAL PROGRAMS		30,855	34,200	34,200	30,900	30,900	
Total:		645,748	778,300	756,000	740,600	781,200	
Fund/Division: 0011807		OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					
						(4.84) %	

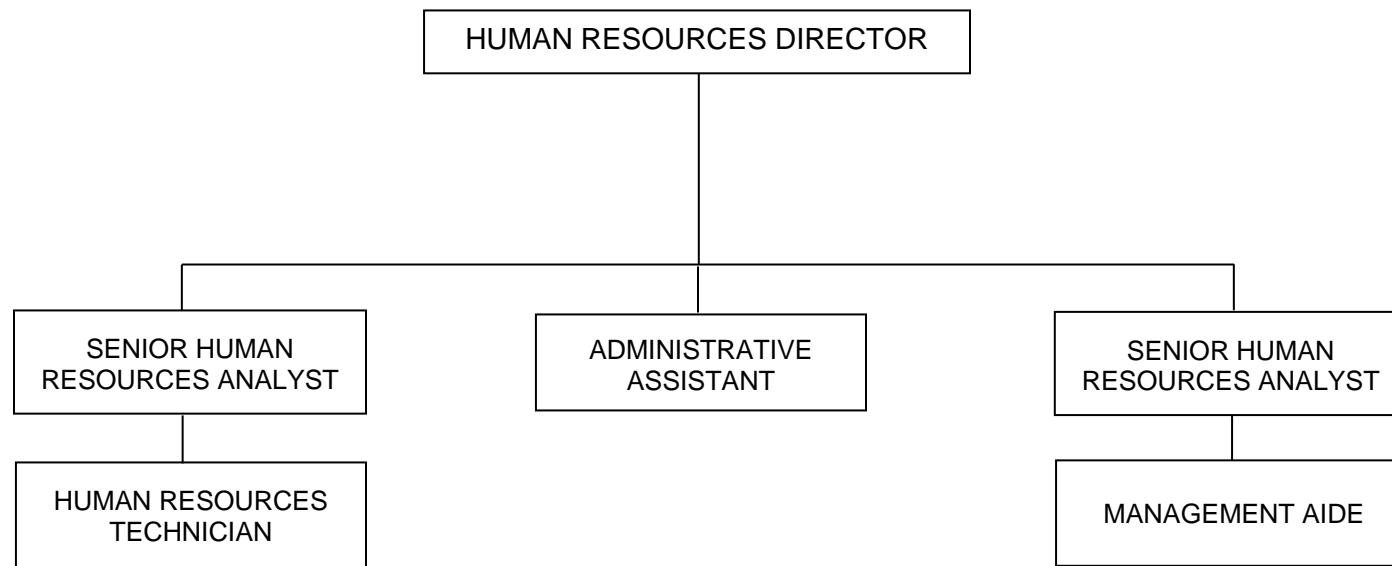
ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 1808		ADMIN SVCS-INFO SVCS				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	180,544	180,900	176,900	176,200	185,000
4014	VACATION SELL BACK	2,500	2,000	0	1,000	1,000
4015	ALLOWANCES	1,992	2,000	1,500	1,100	1,100
4021	LONGEVITY PAY	328	1,300	1,200	1,300	1,300
4241	P.E.R.S	39,492	37,600	36,100	41,600	46,400
4242	NON-PERSABLE COMPENSATION	878	900	900	900	900
4244	MEDICAL/DENTAL INSURANCE	17,254	21,000	17,000	22,600	22,600
4245	LONG TERM DISABILITY	64	100	100	100	100
4247	LIFE INSURANCE	475	500	500	500	600
4250	FICA/HOSPITAL INSURANCE	2,937	2,600	3,000	2,600	2,700
4299	VACANCY RATE	0	-7,500	0	-12,700	-13,400
Total: SALARIES & WAGES		246,463	241,400	237,200	235,200	248,300
SUPPLIES						
5110	OFFICE SUPPLIES	578	1,000	0	0	0
Total: SUPPLIES		578	1,000	0	0	0
OPERATING EXPENSES						
6160	CONTRACT SERVICES	816,819	833,300	833,300	861,300	861,300
6730	OFFICE EQUIPMENT	8,166	12,000	10,000	12,000	15,000
Total: OPERATING EXPENSES		824,985	845,300	843,300	873,300	876,300
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	25,688	25,700	25,700	25,700	25,700
Total: SPECIAL PROGRAMS		25,688	25,700	25,700	25,700	25,700
Total:		1,097,715	1,113,400	1,106,200	1,134,200	1,150,300

Fund/Division: 0011808

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

1.87 %

HUMAN RESOURCES DEPARTMENT



HUMAN RESOURCES DEPARTMENT

Description:

The Human Resources Department (HR) provides comprehensive human resources and risk management services in support of the City's operating departments. HR's goal is to ensure that its programs and services are responsive to the community and employees. Through collaborative efforts, HR aims to provide specialized service to each individual operating department to fit their unique needs. HR is comprised of three major program areas, which are described below. The entire HR staff operates as generalists to ensure appropriate coverage and service to each City department. Accordingly, all team members are collectively responsible for carrying out these program areas.

- **Human Resources** activities include establishing and overseeing labor agreements, maintaining positive employer-employee relations, managing job classification and compensation, coordinating employee recruitment, training and development, evaluation, conducting and coordinating investigations into allegations of harassment, discrimination, or retaliation, compliance with the State and Federal laws including the Fair Employment and Housing Act (FEHA) and the Americans with Disabilities Act (ADA), maintaining personnel records, developing personnel policies and procedures, management consultation on discipline and other personnel matters, and facilitating strategic services to City departments.
- **Risk Management** is responsible for administering the City's various insurance programs including general liability, workers' compensation, and property damage. Risk Management also serves to reduce injury, loss, and financial exposure, administer the City's Injury and Illness Prevention Program, ensure compliance with all Federal and State regulations to reduce injuries and illness, provide safety-related trainings, leave management which may include FEHA/ADA, compliance with the Family and Medical Leave Act (FMLA), the California Family Rights Act (CFRA) and Pregnancy Disability Leave (PDL).
- **Employee Services** activities include administering employee benefits, managing and implementing the City's Wellness Program, conducting the annual Open Enrollment process which includes the City's Benefits Fair, processing personnel changes, Consolidated Omnibus Budget Reconciliation Act (COBRA) administration, developing and administering Citywide training programs, supporting Employee Assistance Program services, new hire onboarding and all employee separation offboarding, Affordable Care Act (ACA) monitoring, disability insurance claims, and tuition reimbursement.

Human Resources Department - Continued

FY 2024-25 Work Plan:

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

1. Implement collaborative partnerships with each City department to engage in proactive human resources and risk management functions.
2. Enhance efficiencies with the Records Retention plan utilizing document imaging computer systems to improve record keeping and information retrieval with respect to various personnel and workers' compensation records.
3. Collaborate with departments on strategic outreach measures that recruit and retain a diverse and qualified workforce.
4. Expand the City's presence within the community and beyond for recruitment purposes.
5. Work with departments to provide continued development opportunities, including technology, leadership, risk management, and best practices.
6. Provide mandatory and compliant training within established timeframes.
7. Continue to enhance the City's Wellness Program to promote workplace wellness and help employees adopt healthy behaviors.
8. Continue to engage good-faith interactive processes with employees and applicants.
9. Review and update the City's Injury and Illness Prevention Plan.
10. Continue to identify areas for improved efficiency in support of all City departments.
11. Work with each City department and bargaining group on updating and simplifying language in the City's Personnel Rules and Regulations.
12. Negotiate and implement successor Memoranda of Understanding for five Bargaining Groups.
13. Implement legal changes by the applicable operative dates specified in any new pieces of legislation.

FY24-25 EMPLOYEE COUNT BY DEPARTMENT

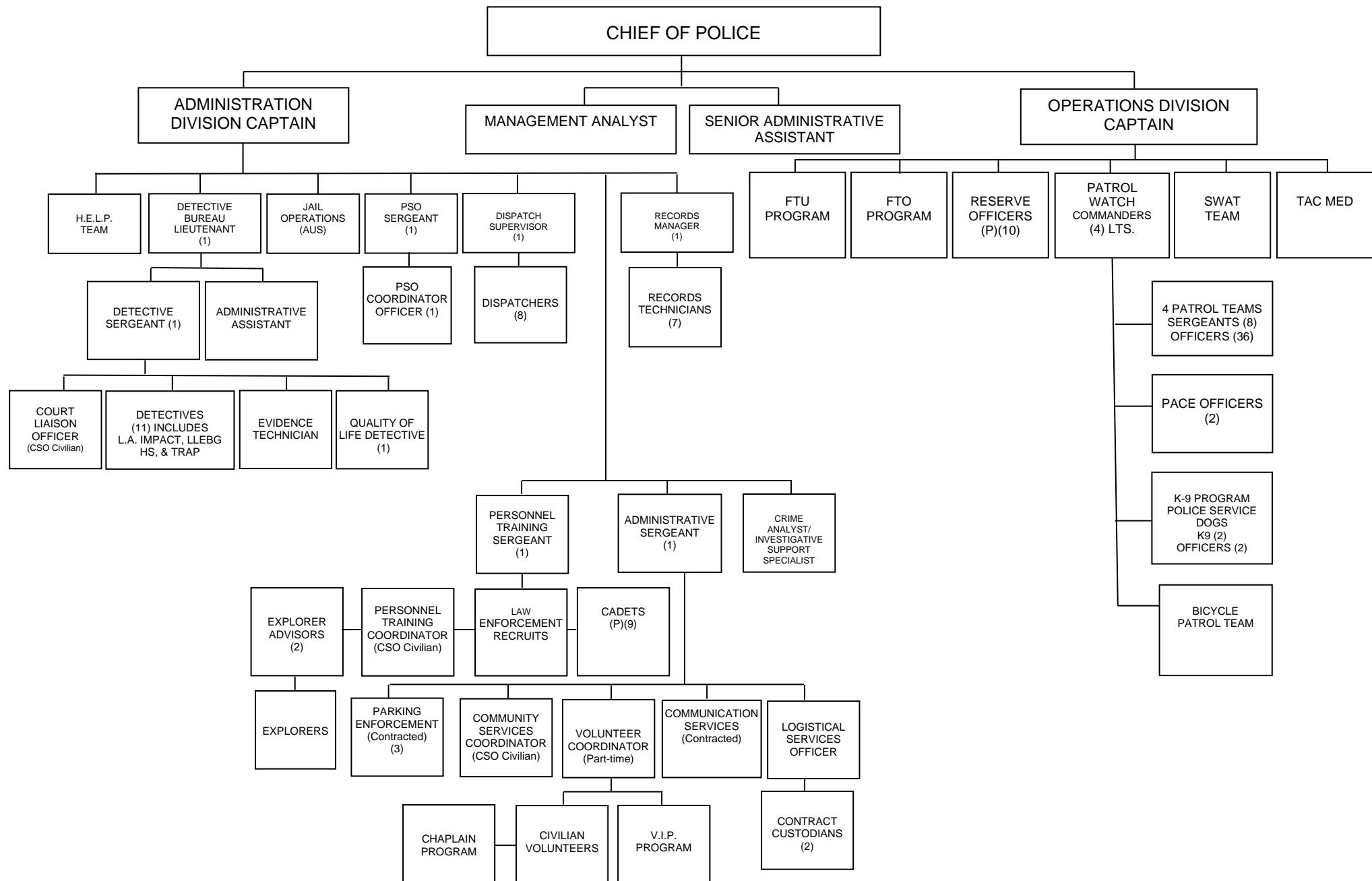
HUMAN RESOURCES

<i>Position</i>	<i>FTE</i>
Administrative Assistant	1.00
HR Director	1.00
Human Resource Technician	1.00
Management Aide	1.00
Senior Human Resources Analyst	2.00
TOTAL	6.00

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 1810		HUMAN RESOURCES				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	301,893	365,900	331,400	338,000	370,300
4014	VACATION SELL BACK	3,125	3,000	0	2,000	2,500
4015	ALLOWANCES	1,514	1,500	900	200	200
4021	LONGEVITY PAY	1,284	1,400	1,100	300	500
4032	PART-TIME NON-PERS	9,067	0	0	0	0
4241	P.E.R.S	65,634	75,200	66,900	79,400	92,300
4242	NON-PERSABLE COMPENSATION	1,319	1,300	1,400	1,100	1,200
4244	MEDICAL/DENTAL INSURANCE	33,966	65,900	35,300	69,100	69,100
4245	LONG TERM DISABILITY	157	400	200	400	400
4247	LIFE INSURANCE	764	900	800	800	900
4250	FICA/HOSPITAL INSURANCE	4,737	5,300	5,100	4,900	5,400
4299	VACANCY RATE	0	-14,000	0	-25,500	-27,800
Total: SALARIES & WAGES		423,459	506,800	443,100	470,700	515,000
SUPPLIES						
5110	OFFICE SUPPLIES	5,286	4,000	2,600	4,000	4,000
5125	PRINT SHOP	105	500	100	500	500
Total: SUPPLIES		5,391	4,500	2,700	4,500	4,500
OPERATING EXPENSES						
6135	LABOR RELATIONS	0	90,000	30,000	75,000	30,000
6140	LEGAL	27,777	65,000	65,000	190,000	50,000
6150	RECRUITMENT	76,039	65,500	55,000	110,800	110,800
6151	RECRUITING ADVERTISMENT	6,552	4,000	4,100	8,000	8,000
6152	FINGERPRINTING NEW HIRES	11,148	12,000	12,000	12,000	12,000
6160	CONTRACT SERVICES	37,113	135,600	113,900	46,600	46,600
6730	OFFICE EQUIPMENT	276	500	500	500	500
6930	MEMBERSHIP & PUBLICATIONS	157	1,800	200	1,200	1,200
6940	OFFICIAL MEETINGS	3,181	10,500	5,000	4,000	4,000
6970	TRAINING	2,390	13,700	9,800	13,700	11,700
6973	ERGONOMIC EQUIPMENT	4,475	8,000	2,000	8,000	8,000
6978	WELLNESS PROGRAM	18,478	20,000	18,500	20,000	20,000
6986	SUPERVISOR TRAINING	4,255	16,300	4,500	16,500	16,500
Total: OPERATING EXPENSES		191,842	442,900	320,500	506,300	319,300
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	42,692	43,900	43,900	42,700	42,700
Total: SPECIAL PROGRAMS		42,692	43,900	43,900	42,700	42,700
Total:		663,384	998,100	810,200	1,024,200	881,500
Fund/Division: 0011810		OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				
						2.61 %

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POLICE DEPARTMENT



POLICE DEPARTMENT

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.
- PACE is an acronym for "Protecting Arcadia through Community Engagement" and the concept of the team is to focus on community issues brought about by Watch Commanders and Area Commanders. It may also work in collaboration with the Quality of Life Detective.
- 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.
- 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.

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.

Police Department - Continued

- 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.
- The Community Affairs Office administers several community outreach programs and civic engagement functions related to crime prevention and safety.

FY 2024-25 WORK PLAN

1. Recruit and train all sworn and non-sworn staff within the confines of the FY 2024-25 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

Police Department - Continued

Team and collaboration with the Los Angeles County Department of Mental Health to address and combat mental health incidents and provide mental health assistance and resources to 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.

FY24-25 EMPLOYEE COUNT BY DEPARTMENT

POLICE DEPT

<i>Position</i>	<i>FTE</i>
Administrative Assistant	1.00
Community Services Officer	3.00
Crime Analyst/Investigative Support Specialist	1.00
Dispatch Services Supervisor	1.00
Dispatcher I	2.00
Dispatcher II	6.00
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	4.00
Police Records Technician II	3.00
Police Sergeant	12.00
Property, Evidence, Crime Technician	1.00
Senior Administrative Assistant	1.00

FY24-25 EMPLOYEE COUNT BY DEPARTMENT

POLICE DEPT

<i>Position</i>	<i>FTE</i>
TOTAL	97.00

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DEPARTMENTAL SUMMARY	2100 POLICE					
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	9,186,041	9,966,800	9,143,400	10,793,700	11,536,000
4011	SPECIALIST PAY	197,396	181,100	204,300	190,100	190,100
4014	VACATION SELL BACK	184,538	227,300	193,500	224,000	209,000
4015	ALLOWANCES	3,064	2,000	1,700	2,000	2,000
4021	LONGEVITY PAY	131,413	138,300	126,100	141,600	156,600
4025	RESERVE OFFICER REG PAY	37,530	60,000	0	0	0
4030	PART-TIME PERS ONLY	6,810	0	0	0	0
4032	PART-TIME NON-PERS	58,963	133,700	34,000	138,700	138,700
4130	OVERTIME	1,138,675	852,500	718,700	907,550	907,550
4131	OVERTIME-DIRECTED ENFORCM	81,037	79,400	105,000	82,600	82,600
4134	SPECIAL DUTY	168,552	210,000	174,200	134,000	134,000
4137	OVERTIME-REIMBURSABLE	64,298	45,100	40,000	40,000	40,000
4138	HOLIDAY PAY	282,437	323,600	317,000	348,400	372,300
4141	RACETRACK CONTROL	15,132	120,000	15,000	15,000	15,000
4143	BAND REVIEW	7,981	14,200	14,200	15,000	15,000
4144	FILMING	26,933	39,500	30,000	39,500	39,500
4241	P.E.R.S	3,699,018	4,301,300	3,506,400	4,960,700	5,284,700
4242	NON-PERSABLE COMPENSATION	62,931	82,400	65,500	83,800	84,400
4244	MEDICAL/DENTAL INSURANCE	1,203,710	1,460,500	1,155,400	1,498,900	1,498,900
4245	LONG TERM DISABILITY	11,150	13,900	11,100	13,800	13,800
4247	LIFE INSURANCE	8,204	10,300	8,300	11,000	11,300
4250	FICA/HOSPITAL INSURANCE	163,056	162,500	163,300	190,500	201,900
4299	VACANCY RATE	0	-549,300	0	-1,224,200	-1,081,800
Total: SALARIES & WAGES		16,738,869	17,875,100	16,027,100	18,606,650	19,851,550
SUPPLIES						
5110	OFFICE SUPPLIES	52,991	58,300	57,800	65,800	65,800
5125	PRINT SHOP	10,549	10,000	10,000	10,000	10,000
5230	BUILDING AND GROUNDS	59,082	62,300	62,300	73,000	73,000
5260	FIELDS	83,272	183,300	178,600	186,900	186,900
5261	SWAT FIELD	21,927	32,200	32,200	32,200	32,200
5262	SAFETY EQUIPMENT	14,796	21,600	21,600	21,600	21,600
5263	FTU SUPPLIES	204,646	279,835	279,800	132,700	132,700
5270	LABORATORY	11,139	11,000	11,000	11,000	11,000
5272	PRISONER	8,436	11,000	15,000	15,000	15,000
5280	UNIFORM	173,665	174,400	174,400	194,900	194,900
5320	COMMUNICATIONS	20,152	38,000	39,100	42,250	42,250
Total: SUPPLIES		660,655	881,935	881,800	785,350	785,350
OPERATING EXPENSES						
6130	INVESTIGATION	33,449	47,500	47,500	53,000	53,000
6131	PD BACKGROUND PERMIT	-270	0	0	0	0
6160	CONTRACT SERVICES	1,899,994	2,079,100	2,079,100	2,268,100	2,338,100
6210	TELEPHONE	142,951	134,800	134,800	135,800	135,800
6505	GENERAL LIABILITY	415,000	438,800	438,800	588,800	621,100
6507	WORKERS' COMPENSATION	435,800	486,000	486,000	520,700	537,100
6611	ELECTRIC	282,377	267,700	229,700	245,800	263,000
6612	GAS	50,830	63,700	26,800	28,700	30,100
6614	WATER	10,803	13,000	13,800	14,000	14,000
6730	OFFICE EQUIPMENT	12,104	15,000	11,000	16,500	16,500

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
6750	VEHICLE MAINTENANCE	275,251	260,400	288,300	287,600	313,000
6751	VEHICLE FUEL USAGE	223,308	198,700	196,300	209,200	228,000
6752	VEHICLE 3RD PARTY SVC	114,263	72,400	98,000	93,400	103,800
6760	BUILDING REPAIR & MAINT	1,302	38,000	38,000	38,000	38,000
6930	MEMBERSHIP & PUBLICATIONS	5,941	7,300	7,300	7,300	7,300
6940	OFFICIAL MEETINGS	34,822	46,800	46,800	46,800	46,800
6960	EQUIPMENT REPLACEMENT	678,230	997,500	903,000	943,600	1,084,700
6970	TRAINING	101,425	80,100	80,100	91,300	91,300
6971	TUITION REIMBURSEMENT	2,484	17,000	12,000	17,000	17,000
6972	STC TRAINING	0	1,000	0	0	0
6974	K9 TRAINING	12,000	13,900	13,900	13,900	13,900
6975	SWAT TRAINING	5,252	9,000	5,000	9,000	9,000
6976	LER POLICE ACADEMY	8,759	18,000	5,000	18,000	18,000
6977	EMPLOYEE SUPPORT	5,319	9,700	9,700	14,700	9,700
Total: OPERATING EXPENSES		4,751,392	5,315,400	5,170,900	5,661,200	5,989,200
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	2,406,856	2,343,500	2,343,500	2,406,300	2,406,300
Total: SPECIAL PROGRAMS		2,406,856	2,345,000	2,345,000	2,407,800	2,407,800
Total Division:		24,557,771	26,417,435	24,424,800	27,461,000	29,033,900

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR 3.95 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 2101		POLICE-ADMIN				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	794,178	774,300	835,300	886,400	940,900
4011	SPECIALIST PAY	9,268	9,000	9,500	9,700	9,700
4014	VACATION SELL BACK	40,125	24,000	10,000	25,000	25,000
4015	ALLOWANCES	1,366	1,000	1,000	1,000	1,000
4021	LONGEVITY PAY	19,603	18,200	18,300	18,600	22,000
4130	OVERTIME	27,006	27,300	27,300	28,400	28,400
4138	HOLIDAY PAY	7,269	8,200	8,200	9,500	10,300
4241	P.E.R.S.	308,363	311,700	307,000	395,600	443,000
4242	NON-PERSABLE COMPENSATION	4,272	3,700	5,200	4,100	4,300
4244	MEDICAL/DENTAL INSURANCE	92,225	96,500	93,700	101,300	101,300
4245	LONG TERM DISABILITY	513	700	500	700	700
4247	LIFE INSURANCE	1,466	1,700	1,500	1,900	2,000
4250	FICA/HOSPITAL INSURANCE	13,512	12,400	13,000	14,200	15,100
4299	VACANCY RATE	0	-38,600	0	-77,000	-82,500
Total: SALARIES & WAGES		1,319,165	1,250,100	1,330,500	1,419,400	1,521,200
SUPPLIES						
5110	OFFICE SUPPLIES	2,892	2,800	2,800	2,800	2,800
5280	UNIFORM	3,306	4,100	4,100	4,100	4,100
Total: SUPPLIES		6,198	6,900	6,900	6,900	6,900
OPERATING EXPENSES						
6160	CONTRACT SERVICES	0	25,000	25,000	28,000	28,000
6505	GENERAL LIABILITY	415,000	438,800	438,800	588,800	621,100
6730	OFFICE EQUIPMENT	213	0	0	0	0
6750	VEHICLE MAINTENANCE	12,927	12,500	16,200	14,000	15,300
6751	VEHICLE FUEL USAGE	7,940	7,000	7,800	7,500	8,200
6752	VEHICLE 3RD PARTY SVC	1,106	2,000	1,700	2,000	2,200
6940	OFFICIAL MEETINGS	833	1,200	1,200	1,200	1,200
6960	EQUIPMENT REPLACEMENT	678,230	997,500	903,000	943,600	1,084,700
6977	EMPLOYEE SUPPORT	5,319	9,700	9,700	14,700	9,700
Total: OPERATING EXPENSES		1,121,569	1,493,700	1,403,400	1,599,800	1,770,400
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	200,577	201,400	201,400	200,600	200,600
Total: SPECIAL PROGRAMS		200,577	201,400	201,400	200,600	200,600
Total:		2,647,508	2,952,100	2,942,200	3,226,700	3,499,100

Fund/Division: 0012101

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

9.30 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 2102		POLICE-BUILDING				
SUPPLIES						
5230	BUILDING AND GROUNDS	59,082	62,300	62,300	73,000	73,000
Total: SUPPLIES		59,082	62,300	62,300	73,000	73,000
OPERATING EXPENSES						
6160	CONTRACT SERVICES	208,805	220,000	220,000	220,000	220,000
6611	ELECTRIC	282,377	267,700	229,700	245,800	263,000
6612	GAS	50,830	63,700	26,800	28,700	30,100
6614	WATER	10,803	13,000	13,800	14,000	14,000
6750	VEHICLE MAINTENANCE	5,085	3,500	4,400	4,000	4,400
6751	VEHICLE FUEL USAGE	1,167	1,300	300	1,300	1,500
6752	VEHICLE 3RD PARTY SVC	7,670	700	100	700	800
6760	BUILDING REPAIR & MAINT	1,302	38,000	38,000	38,000	38,000
Total: OPERATING EXPENSES		568,039	607,900	533,100	552,500	571,800
Total:		627,122	670,200	595,400	625,500	644,800

Fund/Division: 0012102

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(6.67) %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 2103	POLICE-COMMUNICATION					
SALARIES & WAGES						
Total: SALARIES & WAGES		0		0		0
SUPPLIES						
5320 COMMUNICATIONS		815	17,400	17,400	20,000	20,000
Total: SUPPLIES		815	17,400	17,400	20,000	20,000
OPERATING EXPENSES						
6160 CONTRACT SERVICES		80,562	127,200	127,200	142,200	142,200
6210 TELEPHONE		142,951	134,800	134,800	135,800	135,800
Total: OPERATING EXPENSES		223,513	262,000	262,000	278,000	278,000
Total:		224,328	279,400	279,400	298,000	298,000

Fund/Division: 0012103

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

6.66 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 2104		POLICE-PACE				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	0	175,100	0	0	0
4014	VACATION SELL BACK	0	12,000	0	0	0
4130	OVERTIME	5,444	23,100	2,000	23,100	23,100
4138	HOLIDAY PAY	0	6,600	0	0	0
4141	RACETRACK CONTROL	15,132	120,000	15,000	15,000	15,000
4143	BAND REVIEW	7,981	14,200	14,200	15,000	15,000
4241	P.E.R.S.	-33	78,100	0	0	0
4244	MEDICAL/DENTAL INSURANCE	0	31,600	0	0	0
4245	LONG TERM DISABILITY	0	400	0	0	0
4250	FICA/HOSPITAL INSURANCE	399	3,500	500	1,400	1,400
4299	VACANCY RATE	0	-3,900	0	-5,100	-5,100
Total: SALARIES & WAGES		28,922	460,700	31,700	49,400	49,400
SUPPLIES						
5260	FIELDS	3,605	12,900	12,900	3,700	3,700
5280	UNIFORM	2,000	2,000	2,000	2,000	2,000
Total: SUPPLIES		5,605	14,900	14,900	5,700	5,700
OPERATING EXPENSES						
6160	CONTRACT SERVICES	228,373	254,500	254,500	260,600	260,600
6750	VEHICLE MAINTENANCE	5,770	6,000	5,000	6,000	6,600
6751	VEHICLE FUEL USAGE	1,084	2,000	200	2,000	2,200
6752	VEHICLE 3RD PARTY SVC	0	1,000	3,300	2,000	2,200
Total: OPERATING EXPENSES		235,228	263,500	263,000	270,600	271,600
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	1,500	1,500	0	0
Total: SPECIAL PROGRAMS		0	1,500	1,500	0	0
Total:		269,756	740,600	311,100	325,700	326,700
Fund/Division: 0012104						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					(56.02) %	

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 2105		POLICE-INVESTIGATION				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	1,347,256	1,412,200	1,184,900	1,376,300	1,456,800
4011	SPECIALIST PAY	53,979	56,200	56,400	46,700	46,700
4014	VACATION SELL BACK	25,994	41,000	41,000	43,000	43,000
4015	ALLOWANCES	960	1,000	700	1,000	1,000
4021	LONGEVITY PAY	26,255	31,800	26,600	28,400	28,400
4130	OVERTIME	110,645	97,200	0	0	0
4137	OVERTIME-REIMBURSABLE	64,298	40,000	40,000	40,000	40,000
4138	HOLIDAY PAY	37,240	47,800	47,800	45,400	48,000
4241	P.E.R.S.	586,222	665,400	504,700	712,500	776,700
4242	NON-PERSABLE COMPENSATION	8,449	11,700	8,200	11,800	11,800
4244	MEDICAL/DENTAL INSURANCE	194,901	186,600	180,700	175,900	175,900
4245	LONG TERM DISABILITY	1,765	1,800	1,800	1,700	1,700
4247	LIFE INSURANCE	1,023	1,300	1,000	1,200	1,200
4250	FICA/HOSPITAL INSURANCE	21,950	25,000	21,200	22,900	24,100
4299	VACANCY RATE	0	-78,500	0	-129,000	-136,700
Total: SALARIES & WAGES		2,480,936	2,540,500	2,115,000	2,377,800	2,518,600
SUPPLIES						
5260	FIELDS	19,782	23,200	23,200	23,200	23,200
5280	UNIFORM	13,400	14,400	14,400	14,400	14,400
Total: SUPPLIES		33,182	37,600	37,600	37,600	37,600
OPERATING EXPENSES						
6130	INVESTIGATION	33,449	47,500	47,500	53,000	53,000
6160	CONTRACT SERVICES	67,500	73,900	73,900	86,900	86,900
6750	VEHICLE MAINTENANCE	30,786	27,000	29,500	30,000	32,700
6751	VEHICLE FUEL USAGE	29,674	27,000	24,600	27,000	29,400
6752	VEHICLE 3RD PARTY SVC	18,812	18,500	16,600	18,500	20,200
Total: OPERATING EXPENSES		180,221	193,900	192,100	215,400	222,200
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	381,312	385,400	385,400	381,300	381,300
Total: SPECIAL PROGRAMS		381,312	385,400	385,400	381,300	381,300
Total:		3,075,651	3,157,400	2,730,100	3,012,100	3,159,700

Fund/Division: 0012105

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(4.60) %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 2106		POLICE-LABORATORY				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	83,507	82,900	83,700	86,200	89,700
4021	LONGEVITY PAY	1,639	2,000	2,000	2,200	2,200
4130	OVERTIME	570	2,800	2,800	2,800	2,800
4138	HOLIDAY PAY	0	3,300	3,300	3,400	3,500
4241	P.E.R.S	19,773	19,400	18,900	23,400	25,800
4244	MEDICAL/DENTAL INSURANCE	10,860	13,100	11,000	14,300	14,300
4245	LONG TERM DISABILITY	53	100	100	100	100
4247	LIFE INSURANCE	53	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	1,372	1,300	1,400	1,300	1,400
4299	VACANCY RATE	0	-3,800	0	-6,900	-7,200
Total: SALARIES & WAGES		117,826	121,200	123,300	126,900	132,700
SUPPLIES						
5260	FIELDS	50	0	0	0	0
5270	LABORATORY	11,139	11,000	11,000	11,000	11,000
Total: SUPPLIES		11,188	11,000	11,000	11,000	11,000
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	12,862	13,100	13,100	12,900	12,900
Total: SPECIAL PROGRAMS		12,862	13,100	13,100	12,900	12,900
Total:		141,876	145,300	147,400	150,800	156,600

Fund/Division: 0012106

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

3.79 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 2107		POLICE-PATROL				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	5,311,614	5,739,300	5,344,400	6,550,600	7,038,200
4011	SPECIALIST PAY	80,103	59,800	82,800	90,700	90,700
4014	VACATION SELL BACK	78,427	114,400	114,400	114,400	114,400
4015	ALLOWANCES	738	0	0	0	0
4021	LONGEVITY PAY	57,197	57,700	54,100	64,200	72,900
4025	RESERVE OFFICER REG PAY	37,530	60,000	0	0	0
4130	OVERTIME	734,701	490,000	490,000	700,000	700,000
4131	OVERTIME-DIRECTED ENFORCM	81,037	79,400	105,000	82,600	82,600
4134	SPECIAL DUTY	168,552	210,000	174,200	134,000	134,000
4137	OVERTIME-REIMBURSABLE	0	5,100	0	0	0
4138	HOLIDAY PAY	170,333	189,500	189,500	218,600	234,800
4144	FILMING	26,933	39,500	30,000	39,500	39,500
4241	P.E.R.S	2,254,560	2,642,700	2,174,500	3,153,600	3,301,500
4242	NON-PERSABLE COMPENSATION	43,842	60,600	45,800	61,400	61,700
4244	MEDICAL/DENTAL INSURANCE	636,359	800,800	605,400	838,400	838,400
4245	LONG TERM DISABILITY	7,080	8,200	7,100	8,500	8,500
4247	LIFE INSURANCE	4,291	5,500	4,400	5,900	6,100
4250	FICA/HOSPITAL INSURANCE	93,926	86,800	96,900	115,900	123,300
4299	VACANCY RATE	0	-326,500	0	-826,400	-660,800
Total: SALARIES & WAGES		9,787,222	10,322,800	9,518,500	11,351,900	12,185,800
SUPPLIES						
5260	FIELDS	26,034	115,000	115,000	128,000	128,000
5261	SWAT FIELD	21,927	32,200	32,200	32,200	32,200
5262	SAFETY EQUIPMENT	13,196	20,000	20,000	20,000	20,000
5263	FTU SUPPLIES	204,646	279,835	279,800	132,700	132,700
5272	PRISONER	8,436	11,000	15,000	15,000	15,000
5280	UNIFORM	141,392	139,000	139,000	159,500	159,500
Total: SUPPLIES		415,631	597,035	601,000	487,400	487,400
OPERATING EXPENSES						
6160	CONTRACT SERVICES	1,175,861	1,213,100	1,213,100	1,354,200	1,424,200
6507	WORKERS' COMPENSATION	435,800	486,000	486,000	520,700	537,100
6750	VEHICLE MAINTENANCE	216,959	208,000	229,900	230,000	250,000
6751	VEHICLE FUEL USAGE	182,114	160,000	162,600	170,000	185,000
6752	VEHICLE 3RD PARTY SVC	86,675	50,000	76,200	70,000	78,000
Total: OPERATING EXPENSES		2,097,409	2,117,100	2,167,800	2,344,900	2,474,300
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	1,467,277	1,376,300	1,376,300	1,466,500	1,466,500
Total: SPECIAL PROGRAMS		1,467,277	1,376,300	1,376,300	1,466,500	1,466,500
Total:		13,767,539	14,413,235	13,663,600	15,650,700	16,614,000
Fund/Division: 0012107		OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				
						8.59 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 2108		POLICE-RECORDS				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	433,652	415,500	419,900	460,800	494,400
4011	SPECIALIST PAY	5,884	7,500	3,400	3,600	3,600
4014	VACATION SELL BACK	0	3,100	0	3,100	3,100
4021	LONGEVITY PAY	3,278	4,400	3,300	4,700	5,000
4130	OVERTIME	4,150	13,400	300	5,000	5,000
4138	HOLIDAY PAY	7,161	12,800	12,800	14,000	14,900
4241	P.E.R.S.	96,477	89,100	87,000	114,600	130,400
4242	NON-PERSABLE COMPENSATION	469	400	500	500	600
4244	MEDICAL/DENTAL INSURANCE	84,419	108,900	78,200	118,500	118,500
4245	LONG TERM DISABILITY	420	800	400	800	800
4247	LIFE INSURANCE	635	700	600	800	800
4250	FICA/HOSPITAL INSURANCE	6,842	6,500	6,400	7,100	7,600
4299	VACANCY RATE	0	-19,800	0	-37,800	-40,400
Total: SALARIES & WAGES		643,386	643,300	612,800	695,700	744,300
SUPPLIES						
5110	OFFICE SUPPLIES	50,099	55,000	55,000	55,000	55,000
5125	PRINT SHOP	10,549	10,000	10,000	10,000	10,000
5280	UNIFORM	5,997	6,000	6,000	6,000	6,000
Total: SUPPLIES		66,645	71,000	71,000	71,000	71,000
OPERATING EXPENSES						
6131	PD BACKGROUND PERMIT	-270	0	0	0	0
6160	CONTRACT SERVICES	77,573	80,300	80,300	85,800	85,800
6730	OFFICE EQUIPMENT	5,628	7,000	3,000	5,000	5,000
6940	OFFICIAL MEETINGS	377	600	600	600	600
Total: OPERATING EXPENSES		83,308	87,900	83,900	91,400	91,400
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	62,754	61,000	61,000	62,800	62,800
Total: SPECIAL PROGRAMS		62,754	61,000	61,000	62,800	62,800
Total:		856,092	863,200	828,700	920,900	969,500
Fund/Division: 0012108						6.68 %
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						6.68 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 2109		POLICE-COMMUNITY AFFAIRS				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	-3,433	0	11,000	0	0
4030	PART-TIME PERS ONLY	6,810	0	0	0	0
4032	PART-TIME NON-PERS	4,768	0	0	0	0
4130	OVERTIME	0	2,400	0	0	0
4241	P.E.R.S	404	0	0	0	0
4250	FICA/HOSPITAL INSURANCE	118	0	300	0	0
4299	VACANCY RATE	0	-100	0	0	0
Total: SALARIES & WAGES		8,667	2,300	11,300	0	0
SUPPLIES						
5260	FIELDS	12,646	12,500	12,500	12,500	12,500
Total: SUPPLIES		12,646	12,500	12,500	12,500	12,500
OPERATING EXPENSES						
6750	VEHICLE MAINTENANCE	1,908	1,700	1,400	1,700	1,900
6751	VEHICLE FUEL USAGE	109	200	100	200	300
6752	VEHICLE 3RD PARTY SVC	0	100	0	100	200
Total: OPERATING EXPENSES		2,017	2,000	1,500	2,000	2,400
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	263	3,500	3,500	300	300
Total: SPECIAL PROGRAMS		263	5,000	5,000	1,800	1,800
Total:		23,593	21,800	30,300	16,300	16,700

Fund/Division: 0012109

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(25.23) %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 2110		POLICE-TRAINING				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	228,251	276,000	245,500	347,300	368,800
4011	SPECIALIST PAY	8,327	8,300	8,700	8,700	8,700
4014	VACATION SELL BACK	8,679	10,000	10,000	10,400	10,400
4021	LONGEVITY PAY	8,186	8,200	8,200	8,200	8,200
4032	PART-TIME NON-PERS	54,195	133,700	34,000	138,700	138,700
4130	OVERTIME	14,916	10,600	10,600	11,050	11,050
4138	HOLIDAY PAY	9,123	11,200	11,200	14,000	14,800
4241	P.E.R.S.	91,153	107,300	87,900	139,600	155,300
4242	NON-PERSABLE COMPENSATION	1,200	1,200	1,300	1,200	1,200
4244	MEDICAL/DENTAL INSURANCE	33,588	42,000	33,600	58,700	58,700
4245	LONG TERM DISABILITY	223	400	200	500	500
4247	LIFE INSURANCE	105	200	100	300	300
4250	FICA/HOSPITAL INSURANCE	4,666	6,600	4,300	7,800	8,100
4299	VACANCY RATE	0	-18,400	0	-38,300	-40,300
Total: SALARIES & WAGES		462,612	597,300	455,600	708,150	744,450
SUPPLIES						
5110	OFFICE SUPPLIES	0	0	0	8,000	8,000
5262	SAFETY EQUIPMENT	1,600	1,600	1,600	1,600	1,600
5280	UNIFORM	1,000	1,300	1,300	1,300	1,300
5320	COMMUNICATIONS	19,337	20,600	21,700	22,250	22,250
Total: SUPPLIES		21,937	23,500	24,600	33,150	33,150
OPERATING EXPENSES						
6160	CONTRACT SERVICES	31,682	43,700	43,700	49,900	49,900
6730	OFFICE EQUIPMENT	4,948	5,900	5,900	5,900	5,900
6750	VEHICLE MAINTENANCE	1,816	1,700	1,900	1,900	2,100
6751	VEHICLE FUEL USAGE	1,218	1,200	700	1,200	1,400
6752	VEHICLE 3RD PARTY SVC	0	100	100	100	200
6930	MEMBERSHIP & PUBLICATIONS	5,941	7,300	7,300	7,300	7,300
6940	OFFICIAL MEETINGS	33,612	45,000	45,000	45,000	45,000
6970	TRAINING	90,207	70,000	70,000	80,000	80,000
6971	TUITION REIMBURSEMENT	2,484	17,000	12,000	17,000	17,000
6972	STC TRAINING	0	1,000	0	0	0
6975	SWAT TRAINING	5,252	9,000	5,000	9,000	9,000
6976	LER POLICE ACADEMY	8,759	18,000	5,000	18,000	18,000
Total: OPERATING EXPENSES		185,918	219,900	196,600	235,300	235,800
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	59,291	60,900	60,900	59,300	59,300
Total: SPECIAL PROGRAMS		59,291	60,900	60,900	59,300	59,300
Total:		729,759	901,600	737,700	1,035,900	1,072,700

Fund/Division: 0012110

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

14.90 %

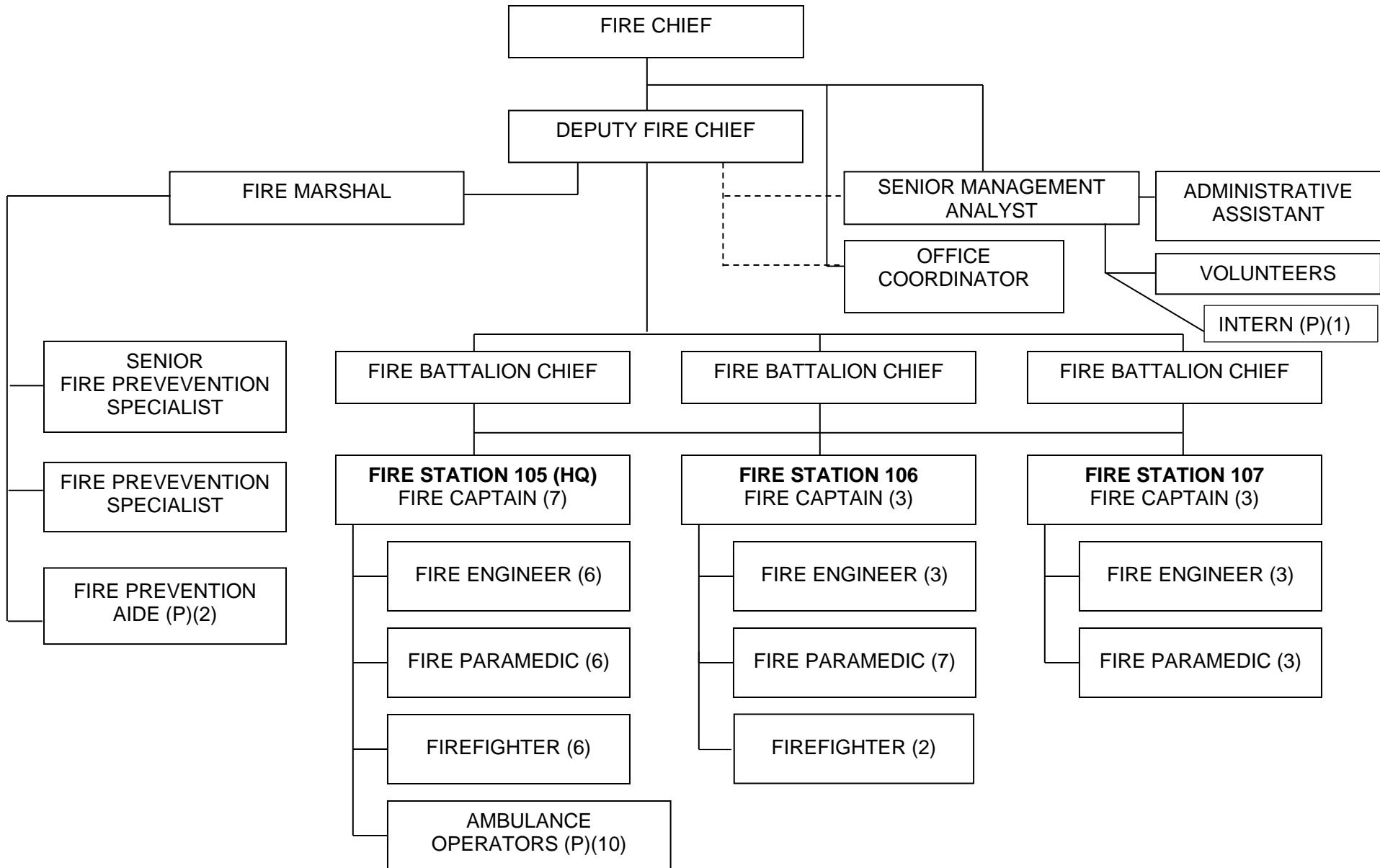
ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 2113		POLICE-DISPATCH				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	501,493	589,400	543,400	550,500	584,800
4011	SPECIALIST PAY	2,547	1,900	7,800	1,800	1,800
4014	VACATION SELL BACK	10,128	6,500	5,000	6,800	6,800
4021	LONGEVITY PAY	10,171	10,100	8,100	10,400	11,500
4130	OVERTIME	183,694	150,000	150,000	100,000	100,000
4138	HOLIDAY PAY	25,910	23,100	23,100	21,600	23,000
4241	P.E.R.S.	120,660	135,300	119,100	144,000	162,200
4244	MEDICAL/DENTAL INSURANCE	92,614	117,800	93,800	128,600	128,600
4245	LONG TERM DISABILITY	429	900	400	900	900
4247	LIFE INSURANCE	425	600	400	600	600
4250	FICA/HOSPITAL INSURANCE	11,085	11,400	10,600	10,800	11,300
4299	VACANCY RATE	0	-31,300	0	-52,700	-55,600
Total: SALARIES & WAGES		959,156	1,015,700	961,700	923,300	975,900
SUPPLIES						
5280	UNIFORM	1,971	3,000	3,000	3,000	3,000
Total: SUPPLIES		1,971	3,000	3,000	3,000	3,000
OPERATING EXPENSES						
6160	CONTRACT SERVICES	29,637	34,600	34,600	33,700	33,700
6730	OFFICE EQUIPMENT	1,315	1,500	1,500	5,000	5,000
Total: OPERATING EXPENSES		30,952	36,100	36,100	38,700	38,700
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	78,484	98,000	98,000	78,500	78,500
Total: SPECIAL PROGRAMS		78,484	98,000	98,000	78,500	78,500
Total:		1,070,563	1,152,800	1,098,800	1,043,500	1,096,100
Fund/Division: 0012113						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR (9.48) %						

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED	
DIVISION: 2114		POLICE SERVICE DOG (K-9)					
SALARIES & WAGES							
4010	REGULAR EMPLOYEES	222,199	233,500	196,400	241,700	253,800	
4011	SPECIALIST PAY	21,932	23,200	19,000	12,100	12,100	
4014	VACATION SELL BACK	9,396	6,300	0	6,300	6,300	
4021	LONGEVITY PAY	1,261	2,100	1,700	1,100	2,200	
4130	OVERTIME	55,012	34,000	34,000	35,400	35,400	
4138	HOLIDAY PAY	14,557	10,000	10,000	9,800	10,300	
4241	P.E.R.S.	94,670	117,000	81,300	115,200	110,900	
4242	NON-PERSABLE COMPENSATION	2,300	2,400	2,000	2,400	2,400	
4244	MEDICAL/DENTAL INSURANCE	22,610	31,600	17,400	31,600	31,600	
4245	LONG TERM DISABILITY	326	300	300	300	300	
4247	LIFE INSURANCE	101	100	100	100	100	
4250	FICA/HOSPITAL INSURANCE	4,689	4,500	4,100	4,400	4,600	
4299	VACANCY RATE	0	-13,900	0	-23,700	-24,200	
Total: SALARIES & WAGES		449,052	451,100	366,300	436,700	445,800	
SUPPLIES							
5260	FIELDS	18,655	19,700	15,000	19,500	19,500	
5280	UNIFORM	2,000	2,000	2,000	2,000	2,000	
Total: SUPPLIES		20,655	21,700	17,000	21,500	21,500	
OPERATING EXPENSES							
6970	TRAINING	11,217	10,100	10,100	11,300	11,300	
6974	K9 TRAINING	12,000	13,900	13,900	13,900	13,900	
Total: OPERATING EXPENSES		23,217	24,000	24,000	25,200	25,200	
SPECIAL PROGRAMS							
7811	POB CONTRIBUTIONS	61,579	64,800	64,800	61,600	61,600	
Total: SPECIAL PROGRAMS		61,579	64,800	64,800	61,600	61,600	
Total:		554,503	561,600	472,100	545,000	554,100	
Fund/Division: 0012114						(2.96) %	
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR							

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 2115		POLICE PROF STANDARDS				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	267,325	268,600	278,900	293,900	308,600
4011	SPECIALIST PAY	15,356	15,200	16,700	16,800	16,800
4014	VACATION SELL BACK	11,790	10,000	13,100	15,000	0
4021	LONGEVITY PAY	3,825	3,800	3,800	3,800	4,200
4130	OVERTIME	2,537	1,700	1,700	1,800	1,800
4138	HOLIDAY PAY	10,844	11,100	11,100	12,100	12,700
4241	P.E.R.S.	126,770	135,300	126,000	162,200	178,900
4242	NON-PERSABLE COMPENSATION	2,400	2,400	2,500	2,400	2,400
4244	MEDICAL/DENTAL INSURANCE	36,133	31,600	41,600	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	4,497	4,500	4,600	4,700	5,000
4299	VACANCY RATE	0	-14,500	0	-27,300	-29,000
Total: SALARIES & WAGES		481,924	470,100	500,400	517,400	533,400
SUPPLIES						
5110	OFFICE SUPPLIES	0	500	0	0	0
5260	FIELDS	2,500	0	0	0	0
5280	UNIFORM	2,600	2,600	2,600	2,600	2,600
Total: SUPPLIES		5,100	3,100	2,600	2,600	2,600
OPERATING EXPENSES						
6160	CONTRACT SERVICES	0	6,800	6,800	6,800	6,800
6730	OFFICE EQUIPMENT	0	600	600	600	600
Total: OPERATING EXPENSES		0	7,400	7,400	7,400	7,400
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	82,459	77,600	77,600	82,500	82,500
Total: SPECIAL PROGRAMS		82,459	77,600	77,600	82,500	82,500
Total:		569,482	558,200	588,000	609,900	625,900
Fund/Division: 0012115						9.26 %
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						

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FIRE DEPARTMENT



FIRE DEPARTMENT

Description:

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

The Fire Department is divided into six (6) divisions: Administration, Buildings and Grounds, Fire Prevention Bureau, Paramedics, Suppression, and Emergency Services. Each division's 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 and administering the department's budget, seeking and managing grants and their subsequent audits, managing the ambulance transport billing services contract and the City's Paramedic Membership Program including outreach, 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

Fire Department - Continued

procurement, maintenance, and specifications development of firefighting equipment and tools.

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

FY 2024-25 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

Fire Department - Continued

prevention inspections, and stringent plan review and inspection of all construction projects.

9. Continue to develop a Wellness Program for the Department members to maintain a high level of job performance.
10. 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).
11. Ensure that new commercial and residential developments meet current fire standards and codes as large-scale projects progress within the City.
12. Enhance and develop the Defensible Space Inspection Program in the Wildland-Urban Interface with additional field training and personnel certification.
13. Implement the Emergency Vehicle Traffic Preemption Technology System that will help clear traffic ahead of first responders, which improves their safety and response times, as well as traffic in the surrounding areas.
14. Upgrade all Fire stations' alerting system to industry standards to enhance response times and system reliability when dispatching first responders and supporting resources.
15. Continually expand and find opportunities to serve the community through the Fire Department's newly implemented Basic Life Support (BLS) Program, which helps keep vital Advanced Life Support (ALS) resources available for more critical medical responses, alleviate potential longer response times from outside resources, and during significant, larger scale incidents, provide support as an additional medical resource.

FY24-25 EMPLOYEE COUNT BY DEPARTMENT

FIRE DEPT

<i>Position</i>	<i>FTE</i>
Administrative Assistant	1.00
Deputy Fire Chief	1.00
Fire Battalion Chief	3.00
Fire Captain	13.00
Fire Chief	1.00
Fire Engineer	12.00
Fire Fighter	8.00
Fire Marshal	1.00
Fire Paramedic	16.00
Fire Prevention Specialist	1.00
Office Coordinator	1.00
Senior Fire Prevention Specialist	1.00
Senior Management Analyst	1.00
TOTAL	60.00

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DEPARTMENTAL SUMMARY	2200 FIRE					
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	6,781,627	7,228,900	7,280,300	7,998,100	8,587,200
4011	SPECIALIST PAY	92,133	81,200	109,400	116,200	116,200
4014	VACATION SELL BACK	33,255	38,100	45,500	47,500	49,600
4015	ALLOWANCES	5,409	5,000	5,600	5,000	5,000
4021	LONGEVITY PAY	99,058	109,300	112,500	134,000	149,700
4030	PART-TIME PERS ONLY	757	110,900	60,000	130,000	150,000
4032	PART-TIME NON-PERS	25,067	40,000	33,000	50,000	50,000
4130	OVERTIME	1,796,060	1,570,900	1,570,900	1,633,400	1,666,000
4132	OVERTIME-STRIKETEAM	162,750	385,900	385,900	393,600	401,500
4135	.5 OVERTIME	765,445	640,000	640,000	652,800	665,800
4136	0.5 OVERTIME STRIKETEAM	79,932	167,000	167,000	170,300	173,700
4138	HOLIDAY PAY	308,543	282,200	282,200	353,200	347,500
4139	.05 PERS FLSA PAY	124,033	153,100	164,300	167,600	170,900
4144	FILMING	39,211	46,200	46,200	47,100	48,000
4241	P.E.R.S.	2,953,253	3,224,900	3,036,800	3,947,900	4,463,200
4242	NON-PERSABLE COMPENSATION	194,420	212,400	210,500	217,200	217,800
4244	MEDICAL/DENTAL INSURANCE	813,501	902,800	796,000	932,500	932,500
4245	LONG TERM DISABILITY	956	1,000	1,100	1,100	1,100
4247	LIFE INSURANCE	5,668	7,000	5,900	7,400	7,600
4250	FICA/HOSPITAL INSURANCE	146,040	157,200	141,600	169,900	180,000
4299	VACANCY RATE	0	-446,000	0	-873,300	-936,100
Total: SALARIES & WAGES		14,427,119	14,918,000	15,094,700	16,301,500	17,447,200
SUPPLIES						
5110	OFFICE SUPPLIES	18,463	21,200	21,200	21,200	21,200
5115	PROGRAM EXPENSES	634	9,600	9,600	5,000	5,000
5121	PUBLIC EDUCATION SUPPLIES	3,316	3,300	3,400	5,000	5,100
5125	PRINT SHOP	1,598	2,700	2,700	2,700	2,700
5230	BUILDING AND GROUNDS	31,170	31,000	31,000	32,000	32,500
5260	FIELDS	142,414	159,700	184,700	200,700	215,300
5280	UNIFORM	89,008	100,100	100,400	128,800	127,700
5420	FIRE FIGHTING EQUIPMENT	9,108	10,000	10,000	48,300	50,700
Total: SUPPLIES		295,710	337,600	363,000	443,700	460,200
OPERATING EXPENSES						
6125	ARSON PROGRAM	2,454	13,500	13,500	6,000	6,000
6160	CONTRACT SERVICES	607,988	757,100	757,100	793,200	809,400
6210	TELEPHONE	60,311	60,200	63,500	64,800	66,100
6505	GENERAL LIABILITY	281,000	297,200	297,200	398,900	420,600
6507	WORKERS' COMPENSATION	379,800	423,700	423,700	454,000	468,100
6611	ELECTRIC	132,854	122,700	148,200	158,600	169,700
6612	GAS	32,776	38,500	40,500	43,300	45,500
6614	WATER	8,359	10,000	13,500	11,000	11,000
6710	COMMUNICATIONS	72,938	49,000	49,000	51,500	54,000
6730	OFFICE EQUIPMENT	300	300	1,000	1,000	1,000
6750	VEHICLE MAINTENANCE	284,480	237,500	264,600	273,200	311,400
6751	VEHICLE FUEL USAGE	103,704	112,800	140,800	145,300	170,400
6752	VEHICLE 3RD PARTY SVC	173,497	155,700	277,700	187,000	204,100
6760	BUILDING REPAIR & MAINT	59,877	48,700	48,700	52,000	54,000
6765	TRAINING CENTER MAINT	8,455	10,000	10,000	10,000	10,000

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
6770	PARAMEDIC EQUIPMENT	1,505	5,600	5,600	7,300	7,700
6780	PORTABLE EQUIPMENT	87	2,500	2,500	2,600	2,600
6903	PERMITS FEES	4,240	4,000	4,100	4,200	4,200
6905	GEMT FEES	184,672	250,000	316,600	320,000	320,000
6922	LIBRARY MATERIALS	4,436	2,800	2,800	3,000	5,800
6930	MEMBERSHIP & PUBLICATIONS	2,805	4,200	4,600	4,700	4,700
6940	OFFICIAL MEETINGS	1,971	4,100	4,100	5,100	5,500
6960	EQUIPMENT REPLACEMENT	1,483,449	1,205,100	1,951,000	3,819,600	2,805,200
6970	TRAINING	37,139	52,900	52,900	100,300	104,600
6971	TUITION REIMBURSEMENT	10,954	20,900	12,000	17,000	17,000
6977	EMPLOYEE SUPPORT	2,920	5,800	5,800	6,000	6,000
Total: OPERATING EXPENSES		3,942,972	3,894,800	4,911,000	6,939,600	6,084,600
SPECIAL PROGRAMS						
7233	FIRE EXPLORER PROGRAM	10,431	14,800	10,800	4,000	4,000
7235	AMOBULANCE OPERATOR PROC	0	0	4,000	10,800	10,800
7811	POB CONTRIBUTIONS	1,920,941	1,900,300	1,900,300	1,920,900	1,920,900
Total: SPECIAL PROGRAMS		1,931,373	1,915,100	1,915,100	1,935,700	1,935,700
Total Division:		20,597,175	21,065,500	22,283,800	25,620,500	25,927,700

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR 21.62 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 2201		FIRE-ADMIN				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	603,222	628,100	644,500	667,900	708,000
4011	SPECIALIST PAY	1,040	1,000	1,000	1,000	1,000
4014	VACATION SELL BACK	28,040	32,600	40,000	42,000	44,100
4015	ALLOWANCES	2,815	2,500	2,900	2,500	2,500
4021	LONGEVITY PAY	12,347	16,400	16,100	19,000	20,200
4030	PART-TIME PERS ONLY	757	0	0	0	0
4032	PART-TIME NON-PERS	1,553	15,000	8,000	15,000	15,000
4138	HOLIDAY PAY	8,193	0	0	0	0
4241	P.E.R.S.	230,061	236,900	237,100	290,300	325,500
4242	NON-PERSABLE COMPENSATION	2,614	2,700	2,800	2,900	3,100
4244	MEDICAL/DENTAL INSURANCE	63,707	67,600	63,600	71,200	71,200
4245	LONG TERM DISABILITY	391	400	400	400	400
4247	LIFE INSURANCE	1,435	1,700	1,500	1,800	1,900
4250	FICA/HOSPITAL INSURANCE	10,327	10,100	10,800	10,800	11,500
4299	VACANCY RATE	0	-30,400	0	-57,900	-62,000
Total: SALARIES & WAGES		966,502	984,600	1,028,700	1,066,900	1,142,400
SUPPLIES						
5110	OFFICE SUPPLIES	18,463	21,000	21,000	21,000	21,000
5125	PRINT SHOP	1,262	1,800	1,800	1,800	1,800
5260	FIELDS	24	5,000	5,000	7,500	7,500
5280	UNIFORM	1,795	1,800	2,100	4,000	4,200
Total: SUPPLIES		21,545	29,600	29,900	34,300	34,500
OPERATING EXPENSES						
6160	CONTRACT SERVICES	471,838	599,000	599,000	621,700	630,700
6730	OFFICE EQUIPMENT	300	300	1,000	1,000	1,000
6750	VEHICLE MAINTENANCE	13,622	11,000	9,500	11,000	14,000
6751	VEHICLE FUEL USAGE	5,480	7,500	20,900	20,000	25,000
6752	VEHICLE 3RD PARTY SVC	3,047	3,000	0	3,000	4,000
6922	LIBRARY MATERIALS	108	300	300	300	300
6930	MEMBERSHIP & PUBLICATIONS	2,336	2,600	3,000	3,100	3,100
6940	OFFICIAL MEETINGS	1,951	3,400	3,400	3,800	4,200
6960	EQUIPMENT REPLACEMENT	1,483,449	1,205,100	1,951,000	3,819,600	2,805,200
6970	TRAINING	6,360	7,200	7,200	11,200	11,200
6977	EMPLOYEE SUPPORT	2,920	5,800	5,800	6,000	6,000
Total: OPERATING EXPENSES		1,991,412	1,845,200	2,601,100	4,500,700	3,504,700
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	149,644	144,400	144,400	149,600	149,600
Total: SPECIAL PROGRAMS		149,644	144,400	144,400	149,600	149,600
Total:		3,129,103	3,003,800	3,804,100	5,751,500	4,831,200
Fund/Division: 0012201						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						91.47 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 2202	FIRE-BUILDING					
SUPPLIES						
5230	BUILDING AND GROUNDS	31,170	31,000	31,000	32,000	32,500
Total: SUPPLIES		31,170	31,000	31,000	32,000	32,500
OPERATING EXPENSES						
6160	CONTRACT SERVICES	71,182	62,300	62,300	71,700	75,200
6210	TELEPHONE	60,311	60,200	63,500	64,800	66,100
6611	ELECTRIC	132,854	122,700	148,200	158,600	169,700
6612	GAS	32,776	38,500	40,500	43,300	45,500
6614	WATER	8,359	10,000	13,500	11,000	11,000
6760	BUILDING REPAIR & MAINT	59,877	48,700	48,700	52,000	54,000
6765	TRAINING CENTER MAINT	8,455	10,000	10,000	10,000	10,000
6780	PORTABLE EQUIPMENT	87	2,500	2,500	2,600	2,600
6903	PERMITS FEES	4,240	4,000	4,100	4,200	4,200
Total: OPERATING EXPENSES		378,141	358,900	393,300	418,200	438,300
Total:		409,311	389,900	424,300	450,200	470,800

Fund/Division: 0012202

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

15.47 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 2204		FIRE-PREVENTION				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	309,394	386,800	385,800	409,600	430,400
4014	VACATION SELL BACK	5,216	5,500	5,500	5,500	5,500
4015	ALLOWANCES	600	600	700	600	600
4021	LONGEVITY PAY	9,825	3,800	9,800	9,800	10,300
4032	PART-TIME NON-PERS	23,514	25,000	25,000	35,000	35,000
4241	P.E.R.S	74,252	85,100	85,000	105,300	117,300
4242	NON-PERSABLE COMPENSATION	678	700	700	700	800
4244	MEDICAL/DENTAL INSURANCE	38,098	51,900	39,000	62,200	62,200
4245	LONG TERM DISABILITY	159	300	200	400	400
4247	LIFE INSURANCE	475	600	500	600	600
4250	FICA/HOSPITAL INSURANCE	5,172	6,100	6,100	6,500	6,800
4299	VACANCY RATE	0	-14,100	0	-32,200	-34,000
Total: SALARIES & WAGES		467,383	552,300	558,300	604,000	635,900
SUPPLIES						
5121	PUBLIC EDUCATION SUPPLIES	3,316	3,300	3,400	5,000	5,100
5125	PRINT SHOP	336	500	500	500	500
5280	UNIFORM	1,630	2,800	2,800	4,800	3,500
Total: SUPPLIES		5,282	6,600	6,700	10,300	9,100
OPERATING EXPENSES						
6125	ARSON PROGRAM	2,454	13,500	13,500	6,000	6,000
6750	VEHICLE MAINTENANCE	1,655	1,500	2,200	2,200	2,400
6751	VEHICLE FUEL USAGE	201	300	0	300	400
6752	VEHICLE 3RD PARTY SVC	334	200	1,500	1,000	1,100
6922	LIBRARY MATERIALS	4,328	2,000	2,000	2,200	5,000
6930	MEMBERSHIP & PUBLICATIONS	470	1,000	1,000	1,000	1,000
6940	OFFICIAL MEETINGS	20	100	100	100	100
6970	TRAINING	273	3,700	3,700	6,200	6,400
6971	TUITION REIMBURSEMENT	0	0	0	3,300	0
Total: OPERATING EXPENSES		9,735	22,300	24,000	22,300	22,400
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	48,277	47,000	47,000	48,300	48,300
Total: SPECIAL PROGRAMS		48,277	47,000	47,000	48,300	48,300
Total:		530,676	628,200	636,000	684,900	715,700

Fund/Division: 0012204

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

9.03 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 2205		FIRE-PARAMEDICS				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	1,446,010	1,567,500	1,516,300	1,822,600	1,985,300
4011	SPECIALIST PAY	9,772	6,700	6,400	8,000	8,000
4021	LONGEVITY PAY	17,095	18,700	19,200	23,500	31,400
4030	PART-TIME PERS ONLY	0	110,900	60,000	130,000	150,000
4130	OVERTIME	561,745	527,100	527,100	537,600	548,300
4132	OVERTIME-STRIKETEAM	24,370	89,700	89,700	91,500	93,300
4135	.5 OVERTIME	263,797	206,600	206,600	210,700	214,900
4136	0.5 OVERTIME STRIKETEAM	11,616	42,000	42,000	42,800	43,700
4138	HOLIDAY PAY	66,809	78,800	78,800	91,700	100,100
4139	.05 PERS FLSA PAY	34,450	54,800	54,800	55,900	57,000
4144	FILMING	1,496	0	0	0	0
4241	P.E.R.S	642,821	727,800	662,700	914,200	1,049,800
4242	NON-PERSABLE COMPENSATION	37,217	59,000	49,200	63,200	63,200
4244	MEDICAL/DENTAL INSURANCE	183,211	207,800	170,200	222,600	222,600
4245	LONG TERM DISABILITY	0	0	100	0	0
4247	LIFE INSURANCE	657	1,000	700	1,000	1,000
4250	FICA/HOSPITAL INSURANCE	34,839	39,100	32,800	41,800	44,700
4299	VACANCY RATE	0	-108,400	0	-211,800	-229,100
Total: SALARIES & WAGES		3,335,905	3,629,100	3,516,600	4,045,300	4,384,200
SUPPLIES						
5115	PROGRAM EXPENSES	634	9,600	9,600	5,000	5,000
5260	FIELDS	122,243	129,500	154,500	167,500	181,600
Total: SUPPLIES		122,877	139,100	164,100	172,500	186,600
OPERATING EXPENSES						
6160	CONTRACT SERVICES	41,233	70,300	70,300	73,800	77,500
6750	VEHICLE MAINTENANCE	36,082	25,000	33,900	30,000	35,000
6751	VEHICLE FUEL USAGE	20,138	20,000	23,100	25,000	30,000
6752	VEHICLE 3RD PARTY SVC	584	2,500	0	3,000	4,000
6770	PARAMEDIC EQUIPMENT	1,505	5,600	5,600	7,300	7,700
6905	GEMT FEES	184,672	250,000	316,600	320,000	320,000
6970	TRAINING	12,995	20,400	20,400	51,300	53,900
6971	TUITION REIMBURSEMENT	0	9,200	3,000	5,000	5,000
Total: OPERATING EXPENSES		297,209	403,000	472,900	515,400	533,100
SPECIAL PROGRAMS						
7233	FIRE EXPLORER PROGRAM	0	4,000	0	0	0
7235	AMOBULANCE OPERATOR PROG	0	0	4,000	10,800	10,800
7811	POB CONTRIBUTIONS	418,127	568,000	568,000	418,100	418,100
Total: SPECIAL PROGRAMS		418,127	572,000	572,000	428,900	428,900
Total:		4,174,118	4,743,200	4,725,600	5,162,100	5,532,800

Fund/Division: 0012205

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

8.83 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 2206		FIRE-SUPPRESSION				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	4,423,001	4,646,500	4,733,700	5,098,000	5,463,500
4011	SPECIALIST PAY	81,321	73,500	102,000	107,200	107,200
4015	ALLOWANCES	1,994	1,900	2,000	1,900	1,900
4021	LONGEVITY PAY	59,791	70,400	67,400	81,700	87,800
4130	OVERTIME	1,234,315	1,043,800	1,043,800	1,095,800	1,117,700
4132	OVERTIME-STRIKETEAM	138,380	296,200	296,200	302,100	308,200
4135	.5 OVERTIME	501,648	433,400	433,400	442,100	450,900
4136	0.5 OVERTIME STRIKETEAM	68,317	125,000	125,000	127,500	130,000
4138	HOLIDAY PAY	233,541	203,400	203,400	261,500	247,400
4139	.05 PERS FLSA PAY	89,583	98,300	109,500	111,700	113,900
4144	FILMING	37,715	46,200	46,200	47,100	48,000
4241	P.E.R.S.	2,006,119	2,175,100	2,052,000	2,638,100	2,970,600
4242	NON-PERSABLE COMPENSATION	153,912	150,000	157,800	150,400	150,700
4244	MEDICAL/DENTAL INSURANCE	528,484	575,500	523,200	576,500	576,500
4245	LONG TERM DISABILITY	406	300	400	300	300
4247	LIFE INSURANCE	3,101	3,700	3,200	4,000	4,100
4250	FICA/HOSPITAL INSURANCE	95,702	101,900	91,900	110,800	117,000
4299	VACANCY RATE	0	-293,100	0	-571,400	-611,000
Total: SALARIES & WAGES		9,657,329	9,752,000	9,991,100	10,585,300	11,284,700
SUPPLIES						
5260	FIELDS	18,233	20,000	20,000	20,500	21,000
5280	UNIFORM	85,583	95,500	95,500	120,000	120,000
5420	FIRE FIGHTING EQUIPMENT	9,108	10,000	10,000	48,300	50,700
Total: SUPPLIES		112,923	125,500	125,500	188,800	191,700
OPERATING EXPENSES						
6505	GENERAL LIABILITY	281,000	297,200	297,200	398,900	420,600
6507	WORKERS' COMPENSATION	379,800	423,700	423,700	454,000	468,100
6710	COMMUNICATIONS	72,938	49,000	49,000	51,500	54,000
6750	VEHICLE MAINTENANCE	233,121	200,000	219,000	230,000	260,000
6751	VEHICLE FUEL USAGE	77,885	85,000	96,800	100,000	115,000
6752	VEHICLE 3RD PARTY SVC	169,532	150,000	276,200	180,000	195,000
6922	LIBRARY MATERIALS	0	500	500	500	500
6930	MEMBERSHIP & PUBLICATIONS	0	600	600	600	600
6970	TRAINING	16,474	20,000	20,000	30,000	31,500
6971	TUITION REIMBURSEMENT	10,954	11,700	9,000	8,700	12,000
Total: OPERATING EXPENSES		1,241,704	1,237,700	1,392,000	1,454,200	1,557,300
SPECIAL PROGRAMS						
7233	FIRE EXPLORER PROGRAM	10,431	10,800	10,800	4,000	4,000
7811	POB CONTRIBUTIONS	1,304,893	1,140,900	1,140,900	1,304,900	1,304,900
Total: SPECIAL PROGRAMS		1,315,325	1,151,700	1,151,700	1,308,900	1,308,900
Total:		12,327,281	12,266,900	12,660,300	13,537,200	14,342,600

Fund/Division: 0012206

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

10.36 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 2207	FIRE-EMERGENCY					
SUPPLIES						
5110	OFFICE SUPPLIES	0	200	200	200	200
5125	PRINT SHOP	0	400	400	400	400
5260	FIELDS	1,914	5,200	5,200	5,200	5,200
Total: SUPPLIES		1,914	5,800	5,800	5,800	5,800
OPERATING EXPENSES						
6160	CONTRACT SERVICES	23,735	25,500	25,500	26,000	26,000
6940	OFFICIAL MEETINGS	0	600	600	1,200	1,200
6970	TRAINING	1,037	1,600	1,600	1,600	1,600
Total: OPERATING EXPENSES		24,772	27,700	27,700	28,800	28,800
Total:		26,686	33,500	33,500	34,600	34,600

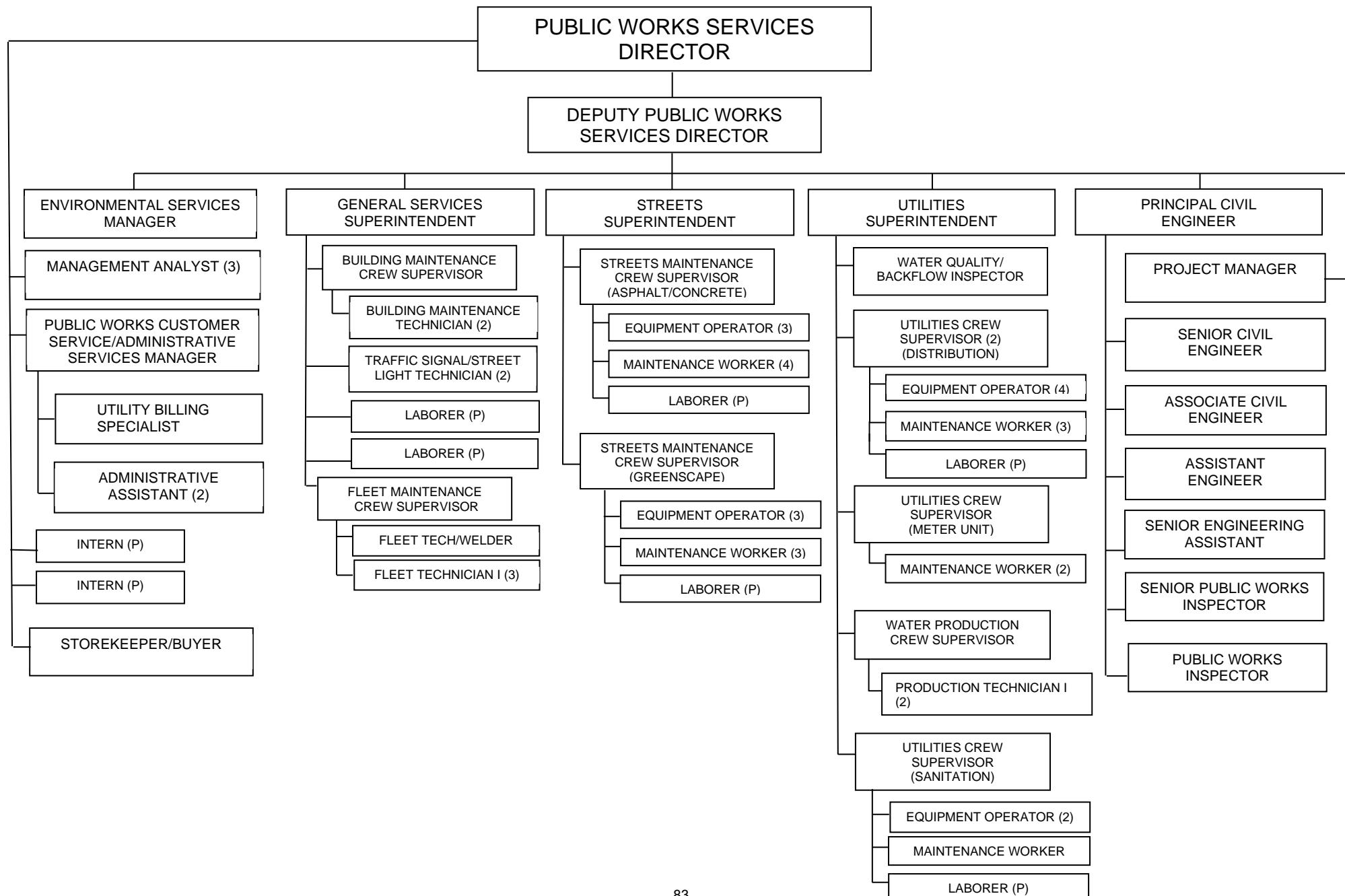
Fund/Division: 0012207

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

3.28 %

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PUBLIC WORKS SERVICES DEPARTMENT



PUBLIC WORKS SERVICES DEPARTMENT

Description

The Public Works Services Department (PWSD) is responsible for the maintenance and repair of the City's publicly owned infrastructure, facilities, and oversees environmental programs. The goal of the PWSD is to protect the health and safety of the community by overseeing the maintenance, repair, and replacement of publicly owned infrastructure and where practicable and feasible, implement and maintain sustainable practices. The PWSD has 67 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 2024-25 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. This will be the final year of replacing the AMR system to AMI.
3. Replacement of water valves that have been identified as being broken during inspection.
4. Reconstruction of various streets throughout the City with rubberized asphalt pavement as part of the Pavement Rehabilitation Program. Adding rubber to

Public Works Services Department – Continued

asphalt pavement improves the strength of the pavement and is environmentally beneficial.

5. Replacement of one 8" sewer main on Fifth Ave. between Huntington Dr. and Duarte Rd. with a 10" sewer main to accommodate new development. Replacement of the current sewer main with a larger sewer main will alleviate the high demand on the existing sewer lines.
6. Construction of a new well and treatment plant that will provide an additional source of water supply in the Main San Gabriel Basin.
7. Installation of fast EV charging stations at City Hall.

FY24-25 EMPLOYEE COUNT BY DEPARTMENT

PUBLIC WORKS

<i>Position</i>	<i>FTE</i>
Administrative Assistant	2.00
Assistant Engineer	1.00
Associate Civil Engineer	1.00
Building Maintenance Crew Supervisor	1.00
Building Maintenance Technician	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 Project Manager	1.00

FY24-25 EMPLOYEE COUNT BY DEPARTMENT

PUBLIC WORKS

<i>Position</i>	<i>FTE</i>
Public Works Services Director	1.00
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
TOTAL	67.00

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DEPARTMENTAL SUMMARY						
3300 PUBLIC WORKS SERVICES						
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	1,655,731	1,883,750	1,694,000	2,025,100	2,146,900
4011	SPECIALIST PAY	208	200	200	200	200
4014	VACATION SELL BACK	5,494	12,400	7,000	10,700	10,700
4015	ALLOWANCES	1,290	1,300	1,300	1,300	1,300
4019	STAND BY PAY	26,839	21,000	26,300	28,300	28,300
4021	LONGEVITY PAY	25,575	27,800	30,100	32,000	34,300
4032	PART-TIME NON-PERS	4,162	39,500	33,500	40,900	40,900
4130	OVERTIME	36,945	33,800	44,800	43,800	43,800
4241	P.E.R.S	361,388	403,000	361,300	500,800	563,100
4242	NON-PERSABLE COMPENSATION	807	1,450	1,200	1,600	1,800
4244	MEDICAL/DENTAL INSURANCE	285,688	369,450	276,400	401,000	401,000
4245	LONG TERM DISABILITY	1,191	2,400	1,200	2,500	2,500
4247	LIFE INSURANCE	1,560	2,300	1,600	2,500	2,600
4250	FICA/HOSPITAL INSURANCE	25,335	28,850	26,700	31,300	33,200
4299	VACANCY RATE	0	-82,200	0	-160,700	-170,400
Total: SALARIES & WAGES		2,432,214	2,745,000	2,505,600	2,961,300	3,140,200
SUPPLIES						
5110	OFFICE SUPPLIES	10,843	12,600	12,600	12,600	12,600
5125	PRINT SHOP	1,191	3,300	3,300	3,300	3,300
5230	BUILDING AND GROUNDS	44,721	47,100	48,100	49,300	51,100
5260	FIELDS	133,344	143,300	144,000	146,500	146,500
5262	SAFETY EQUIPMENT	266	300	300	300	300
5280	UNIFORM	18,305	22,000	22,000	22,000	22,000
5290	STREET SIGNS	11,770	12,000	12,000	12,000	12,000
5295	NEW TREE PLANTING	3,000	3,000	3,000	3,000	3,000
5410	TOOLS	15,167	16,300	16,800	16,300	16,300
Total: SUPPLIES		238,607	259,900	262,100	265,300	267,100
OPERATING EXPENSES						
6160	CONTRACT SERVICES	1,107,837	809,300	830,000	872,200	872,200
6210	TELEPHONE	6,627	6,800	7,300	7,400	7,500
6505	GENERAL LIABILITY	76,800	81,300	81,300	109,100	115,100
6507	WORKERS' COMPENSATION	88,000	98,200	98,200	105,200	108,500
6611	ELECTRIC	265,668	282,200	251,300	266,200	283,500
6612	GAS	38,333	48,800	18,500	19,800	20,800
6614	WATER	151,633	202,300	198,900	202,300	202,300
6750	VEHICLE MAINTENANCE	161,654	142,500	154,300	154,000	166,700
6751	VEHICLE FUEL USAGE	142,793	145,500	123,800	149,500	162,600
6752	VEHICLE 3RD PARTY SVC	32,577	38,100	21,700	39,000	42,300
6760	BUILDING REPAIR & MAINT	22,958	26,000	26,000	26,000	26,000
6781	SIGNAL MAINTENANCE	16,395	22,000	22,000	22,000	22,000
6790	CONTRACT TRAFFIC MARKING	109,998	136,000	136,000	140,000	140,000
6792	CONTRACT TREE TRIMMING	356,804	356,700	356,700	384,400	384,400
6902	DISPOSAL CHARGES	10,000	13,000	13,000	13,000	13,000
6903	PERMITS FEES	30,853	31,000	31,000	32,500	32,500
6930	MEMBERSHIP & PUBLICATIONS	978	2,800	2,800	3,400	3,400
6940	OFFICIAL MEETINGS	832	1,600	1,600	1,600	1,600
6960	EQUIPMENT REPLACEMENT	138,775	1,515,700	829,400	1,805,200	461,500
6970	TRAINING	2,979	7,800	6,300	11,000	11,000

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
6971	TUITION REIMBURSEMENT	0	8,700	0	13,300	13,300
6977	EMPLOYEE SUPPORT	1,881	6,600	6,600	6,700	6,700
Total: OPERATING EXPENSES		2,764,375	3,982,900	3,216,700	4,383,800	3,096,900
SPECIAL PROGRAMS						
7265	COUNTY PARK FOUNTAIN	399	1,000	1,000	1,000	1,000
7302	MAINTENANCE EXPENSE	39,900	26,000	27,000	27,000	27,000
7710	SERVICE CREDIT	-635,501	-689,300	-629,600	-705,300	-756,600
7811	POB CONTRIBUTIONS	235,056	245,500	245,500	235,100	235,100
Total: SPECIAL PROGRAMS		-360,146	-416,800	-356,100	-442,200	-493,500
Total Division:		5,075,050	6,571,000	5,628,300	7,168,200	6,010,700

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR 9.09 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 3301		PUBLIC WORKS-ADMIN				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	213,300	282,150	208,000	318,700	339,300
4011	SPECIALIST PAY	208	200	200	200	200
4014	VACATION SELL BACK	2,095	3,500	3,000	3,500	3,500
4015	ALLOWANCES	1,290	1,300	1,300	1,300	1,300
4019	STAND BY PAY	11,281	7,700	10,000	12,000	12,000
4021	LONGEVITY PAY	3,926	3,300	3,200	2,900	2,900
4130	OVERTIME	827	300	300	300	300
4241	P.E.R.S.	47,739	62,600	43,900	77,200	87,100
4242	NON-PERSABLE COMPENSATION	415	650	400	700	800
4244	MEDICAL/DENTAL INSURANCE	25,662	43,450	26,600	47,000	47,000
4245	LONG TERM DISABILITY	105	200	100	300	300
4247	LIFE INSURANCE	300	400	300	600	600
4250	FICA/HOSPITAL INSURANCE	3,612	4,250	3,300	4,800	5,100
4299	VACANCY RATE	0	-10,000	0	-24,200	-25,800
Total: SALARIES & WAGES		310,760	400,000	300,600	445,300	474,600
SUPPLIES						
5110	OFFICE SUPPLIES	10,843	12,100	12,100	12,100	12,100
5125	PRINT SHOP	1,191	1,300	1,300	1,300	1,300
5260	FIELDS	447	300	300	300	300
5280	UNIFORM	224	500	500	500	500
Total: SUPPLIES		12,704	14,200	14,200	14,200	14,200
OPERATING EXPENSES						
6160	CONTRACT SERVICES	27,800	29,100	27,800	29,200	29,200
6505	GENERAL LIABILITY	75,800	80,200	80,200	107,600	113,500
6507	WORKERS' COMPENSATION	67,600	75,400	75,400	80,800	83,300
6930	MEMBERSHIP & PUBLICATIONS	488	900	900	900	900
6940	OFFICIAL MEETINGS	617	700	700	700	700
6960	EQUIPMENT REPLACEMENT	138,775	1,515,700	829,400	1,805,200	461,500
6970	TRAINING	705	1,500	1,500	1,500	1,500
6971	TUITION REIMBURSEMENT	0	4,100	0	9,200	9,200
6977	EMPLOYEE SUPPORT	1,881	6,600	6,600	6,700	6,700
Total: OPERATING EXPENSES		313,665	1,714,200	1,022,500	2,041,800	706,500
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	31,041	37,100	37,100	31,100	31,100
Total: SPECIAL PROGRAMS		31,041	37,100	37,100	31,100	31,100
Total:		668,171	2,165,500	1,374,400	2,532,400	1,226,400
Fund/Division: 0013301						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						16.94 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 3302		PUBLIC WORKS-TREE/PARKWAY				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	83,727	103,800	100,500	108,000	112,300
4014	VACATION SELL BACK	0	400	0	200	200
4021	LONGEVITY PAY	3,139	3,100	3,100	3,700	3,700
4032	PART-TIME NON-PERS	0	11,000	5,000	11,000	11,000
4130	OVERTIME	4,553	4,000	4,500	4,500	4,500
4241	P.E.R.S	20,007	23,500	22,800	28,500	31,400
4242	NON-PERSABLE COMPENSATION	161	200	200	200	200
4244	MEDICAL/DENTAL INSURANCE	14,579	18,100	14,500	19,600	19,600
4245	LONG TERM DISABILITY	66	100	100	100	100
4247	LIFE INSURANCE	142	200	100	200	200
4250	FICA/HOSPITAL INSURANCE	1,516	1,800	1,900	1,800	1,900
4299	VACANCY RATE	0	-5,000	0	-9,100	-9,500
Total: SALARIES & WAGES		127,890	161,200	152,700	168,700	175,600
SUPPLIES						
5260	FIELDS	3,000	3,000	3,200	3,200	3,200
5295	NEW TREE PLANTING	3,000	3,000	3,000	3,000	3,000
5410	TOOLS	1,494	1,500	1,500	1,500	1,500
Total: SUPPLIES		7,494	7,500	7,700	7,700	7,700
OPERATING EXPENSES						
6750	VEHICLE MAINTENANCE	26,418	21,000	21,400	21,500	23,200
6751	VEHICLE FUEL USAGE	15,603	18,000	15,600	18,000	19,600
6752	VEHICLE 3RD PARTY SVC	9,759	13,000	11,600	13,000	14,000
6792	CONTRACT TREE TRIMMING	356,804	356,700	356,700	384,400	384,400
6930	MEMBERSHIP & PUBLICATIONS	490	500	500	500	500
6940	OFFICIAL MEETINGS	170	300	300	300	300
Total: OPERATING EXPENSES		409,244	409,500	406,100	437,700	442,000
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	13,013	16,000	16,000	13,000	13,000
Total: SPECIAL PROGRAMS		13,013	16,000	16,000	13,000	13,000
Total:		557,641	594,200	582,500	627,100	638,300

Fund/Division: 0013302

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

5.54 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 3303	GREENSCAPE MAINTENANCE					
SALARIES & WAGES						
Total: SALARIES & WAGES		0		0		0
SUPPLIES						
5230 BUILDING AND GROUNDS	15,399	20,400	20,400	20,400	20,400	20,400
5260 FIELDS	16,000	16,000	16,000	16,000	16,000	16,000
5410 TOOLS	291	300	300	300	300	300
Total: SUPPLIES	31,690	36,700	36,700	36,700	36,700	36,700
OPERATING EXPENSES						
6160 CONTRACT SERVICES	758,799	497,200	497,200	513,000	513,000	513,000
6210 TELEPHONE	1,105	1,100	1,100	1,100	1,100	1,100
6611 ELECTRIC	1,916	3,100	17,900	19,100	20,400	
6614 WATER	149,531	200,000	196,900	200,000	200,000	
6750 VEHICLE MAINTENANCE	1,827	1,500	1,200	1,500	1,500	
6751 VEHICLE FUEL USAGE	349	500	300	500	600	
6752 VEHICLE 3RD PARTY SVC	514	700	600	700	800	
6940 OFFICIAL MEETINGS	0	200	200	200	200	
Total: OPERATING EXPENSES	914,041	704,300	715,400	736,100	737,600	
Total:	945,731	741,000	752,100	772,800	774,300	

Fund/Division: 0013303

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

4.29 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 3304		PUBLIC WORKS-STREETS				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	727,620	756,400	697,700	802,400	839,100
4014	VACATION SELL BACK	1,120	2,000	2,000	2,000	2,000
4019	STAND BY PAY	3,008	0	0	0	0
4021	LONGEVITY PAY	9,533	11,200	13,900	14,600	15,700
4032	PART-TIME NON-PERS	0	13,500	13,500	13,500	13,500
4130	OVERTIME	12,101	8,500	14,000	14,000	14,000
4241	P.E.R.S	161,723	161,000	150,300	200,400	222,400
4242	NON-PERSABLE COMPENSATION	231	200	200	300	300
4244	MEDICAL/DENTAL INSURANCE	127,581	152,900	120,700	166,100	166,100
4245	LONG TERM DISABILITY	553	1,100	500	1,100	1,100
4247	LIFE INSURANCE	656	800	600	800	900
4250	FICA/HOSPITAL INSURANCE	10,832	11,400	10,600	12,200	12,800
4299	VACANCY RATE	0	-33,600	0	-63,200	-66,300
Total: SALARIES & WAGES		1,054,959	1,085,400	1,024,000	1,164,200	1,221,600
SUPPLIES						
5260	FIELDS	82,697	85,000	85,000	85,000	85,000
5280	UNIFORM	9,364	12,000	12,000	12,000	12,000
5290	STREET SIGNS	11,770	12,000	12,000	12,000	12,000
5410	TOOLS	6,763	6,000	6,000	6,000	6,000
Total: SUPPLIES		110,595	115,000	115,000	115,000	115,000
OPERATING EXPENSES						
6160	CONTRACT SERVICES	227	0	0	0	0
6210	TELEPHONE	1,018	1,000	1,000	1,000	1,000
6750	VEHICLE MAINTENANCE	50,766	50,000	52,400	55,000	59,500
6751	VEHICLE FUEL USAGE	38,781	36,000	34,200	36,000	39,200
6752	VEHICLE 3RD PARTY SVC	3,958	5,000	5,300	5,500	6,000
6790	CONTRACT TRAFFIC MARKING	109,998	136,000	136,000	140,000	140,000
6902	DISPOSAL CHARGES	10,000	11,000	11,000	11,000	11,000
6940	OFFICIAL MEETINGS	45	400	400	400	400
6970	TRAINING	53	300	300	4,000	4,000
6971	TUITION REIMBURSEMENT	0	4,600	0	4,100	4,100
Total: OPERATING EXPENSES		214,846	244,300	240,600	257,000	265,200
SPECIAL PROGRAMS						
7302	MAINTENANCE EXPENSE	39,900	26,000	27,000	27,000	27,000
7811	POB CONTRIBUTIONS	105,194	103,100	103,100	105,200	105,200
Total: SPECIAL PROGRAMS		145,094	129,100	130,100	132,200	132,200
Total:		1,525,494	1,573,800	1,509,700	1,668,400	1,734,000
Fund/Division: 0013304						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						6.01 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED	
DIVISION: 3305		PUBLIC WORKS-TRAFFIC SGNL					
SALARIES & WAGES							
4010	REGULAR EMPLOYEES	39,330	39,500	25,100	35,600	37,800	
4014	VACATION SELL BACK	961	700	700	800	800	
4019	STAND BY PAY	212	500	300	300	300	
4021	LONGEVITY PAY	1,083	1,100	500	500	500	
4130	OVERTIME	4,614	5,000	5,000	5,000	5,000	
4241	P.E.R.S	9,367	8,900	5,500	8,900	10,000	
4244	MEDICAL/DENTAL INSURANCE	6,835	6,900	3,700	7,500	7,500	
4245	LONG TERM DISABILITY	27	0	0	0	0	
4247	LIFE INSURANCE	26	0	0	0	0	
4250	FICA/HOSPITAL INSURANCE	584	700	400	600	700	
4299	VACANCY RATE	0	-1,900	0	-3,000	-3,200	
Total: SALARIES & WAGES		63,038	61,400	41,200	56,200	59,400	
SUPPLIES							
5260	FIELDS	1,390	11,500	11,500	11,500	11,500	
5410	TOOLS	843	1,000	1,000	1,000	1,000	
Total: SUPPLIES		2,233	12,500	12,500	12,500	12,500	
OPERATING EXPENSES							
6160	CONTRACT SERVICES	39,606	51,000	51,000	51,000	51,000	
6611	ELECTRIC	59,578	62,800	66,300	68,300	71,700	
6750	VEHICLE MAINTENANCE	5,261	5,500	7,200	6,500	7,100	
6751	VEHICLE FUEL USAGE	7,560	8,000	11,500	12,000	13,100	
6752	VEHICLE 3RD PARTY SVC	4,735	5,000	500	5,000	5,500	
6781	SIGNAL MAINTENANCE	16,395	22,000	22,000	22,000	22,000	
6970	TRAINING	272	1,000	1,000	1,000	1,000	
Total: OPERATING EXPENSES		133,409	155,300	159,500	165,800	171,400	
SPECIAL PROGRAMS							
7811	POB CONTRIBUTIONS	6,093	6,100	6,100	6,100	6,100	
Total: SPECIAL PROGRAMS		6,093	6,100	6,100	6,100	6,100	
Total:		204,774	235,300	219,300	240,600	249,400	

Fund/Division: 0013305

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

2.25 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 3307		PUBLIC WORKS-STREET CLEAN				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	178,800	176,800	178,000	183,500	190,900
4014	VACATION SELL BACK	1,318	3,500	0	1,900	1,900
4021	LONGEVITY PAY	5,382	5,100	5,400	5,500	5,500
4130	OVERTIME	8,178	9,000	9,000	9,000	9,000
4241	P.E.R.S	42,533	40,000	40,400	48,200	53,100
4244	MEDICAL/DENTAL INSURANCE	33,221	34,500	33,200	37,500	37,500
4245	LONG TERM DISABILITY	133	200	100	200	200
4247	LIFE INSURANCE	131	200	100	200	200
4250	FICA/HOSPITAL INSURANCE	2,674	2,700	2,600	2,900	3,000
4299	VACANCY RATE	0	-7,800	0	-14,900	-15,500
Total: SALARIES & WAGES		272,369	264,200	268,800	274,000	285,800
SUPPLIES						
5260	FIELDS	7,568	7,000	7,500	8,000	8,000
Total: SUPPLIES		7,568	7,000	7,500	8,000	8,000
OPERATING EXPENSES						
6614	WATER	0	300	0	300	300
6750	VEHICLE MAINTENANCE	69,017	55,000	63,600	60,000	65,000
6751	VEHICLE FUEL USAGE	71,535	72,000	56,000	72,000	78,000
6752	VEHICLE 3RD PARTY SVC	12,447	13,000	2,000	13,000	14,000
Total: OPERATING EXPENSES		152,999	140,300	121,600	145,300	157,300
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	27,666	28,100	28,100	27,700	27,700
Total: SPECIAL PROGRAMS		27,666	28,100	28,100	27,700	27,700
Total:		460,602	439,600	426,000	455,000	478,800

Fund/Division: 0013307

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

3.50 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 3309		FACILITY MAINTENANCE				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	68,886	154,600	127,000	175,700	190,700
4014	VACATION SELL BACK	0	300	300	300	300
4019	STAND BY PAY	796	800	4,000	4,000	4,000
4021	LONGEVITY PAY	0	600	600	1,100	2,200
4032	PART-TIME NON-PERS	4,162	15,000	15,000	16,400	16,400
4130	OVERTIME	3,670	4,000	9,000	8,000	8,000
4241	P.E.R.S.	11,878	31,300	25,900	42,300	49,000
4242	NON-PERSABLE COMPENSATION	0	100	100	100	200
4244	MEDICAL/DENTAL INSURANCE	11,517	33,300	21,800	36,100	36,100
4245	LONG TERM DISABILITY	45	200	100	200	200
4247	LIFE INSURANCE	45	200	100	200	200
4250	FICA/HOSPITAL INSURANCE	1,040	2,500	2,300	3,000	3,200
4299	VACANCY RATE	0	-7,300	0	-14,800	-16,000
Total: SALARIES & WAGES		102,039	235,600	206,200	272,600	294,500
SUPPLIES						
5230	BUILDING AND GROUNDS	28,999	26,000	27,000	28,200	30,000
5260	FIELDS	4,387	4,000	4,000	4,000	4,000
5280	UNIFORM	4,282	5,000	5,000	5,000	5,000
5410	TOOLS	450	500	1,000	500	500
Total: SUPPLIES		38,119	35,500	37,000	37,700	39,500
OPERATING EXPENSES						
6160	CONTRACT SERVICES	166,695	148,000	170,000	170,000	170,000
6210	TELEPHONE	4,505	4,700	5,200	5,300	5,400
6611	ELECTRIC	176,365	183,800	142,300	152,300	163,000
6612	GAS	37,478	47,600	18,100	19,400	20,400
6614	WATER	1,412	1,300	1,300	1,300	1,300
6750	VEHICLE MAINTENANCE	3,325	4,000	3,500	4,000	4,400
6751	VEHICLE FUEL USAGE	5,770	7,000	4,000	7,000	7,700
6752	VEHICLE 3RD PARTY SVC	339	400	600	700	800
6760	BUILDING REPAIR & MAINT	22,958	26,000	26,000	26,000	26,000
Total: OPERATING EXPENSES		418,846	422,800	371,000	386,000	399,000
SPECIAL PROGRAMS						
7265	COUNTY PARK FOUNTAIN	399	1,000	1,000	1,000	1,000
7811	POB CONTRIBUTIONS	7,726	12,300	12,300	7,700	7,700
Total: SPECIAL PROGRAMS		8,125	13,300	13,300	8,700	8,700
Total:		567,129	707,200	627,500	705,000	741,700
Fund/Division: 0013309		OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				
		(0.31) %				

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 3321	PUBLIC WORK-STORMWATER					
SUPPLIES						
5125	PRINT SHOP	0	2,000	2,000	2,000	2,000
Total: SUPPLIES		0	2,000	2,000	2,000	2,000
OPERATING EXPENSES						
6160	CONTRACT SERVICES	114,709	84,000	84,000	109,000	109,000
6903	PERMITS FEES	25,000	25,000	25,000	26,500	26,500
6930	MEMBERSHIP & PUBLICATIONS	0	1,400	1,400	2,000	2,000
6970	TRAINING	1,471	2,000	500	1,500	1,500
Total: OPERATING EXPENSES		141,180	112,400	110,900	139,000	139,000
Total:		141,180	114,400	112,900	141,000	141,000

Fund/Division: 0013321

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

23.25 %

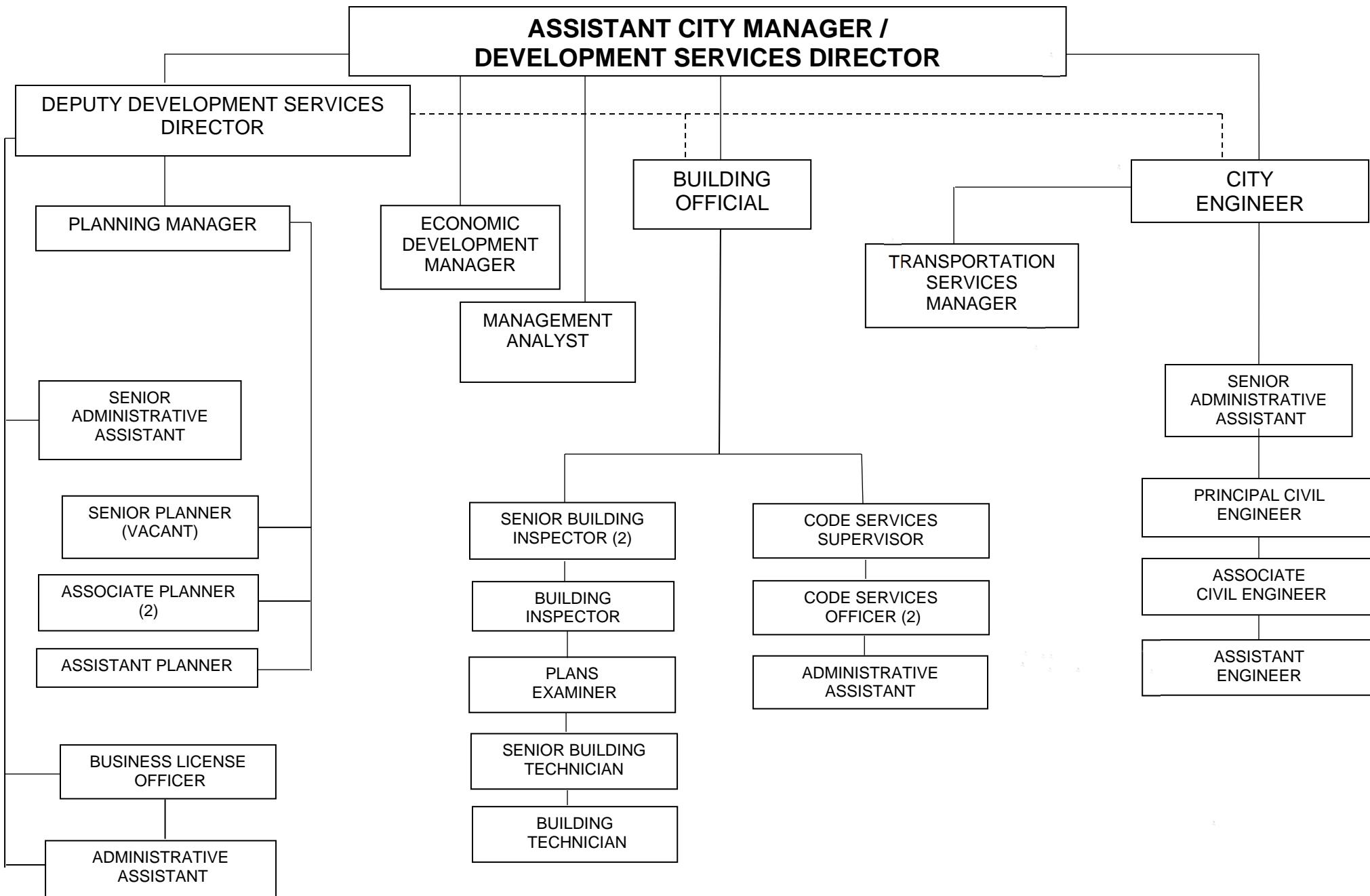
ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 3331		PUBLIC WORK-GARAGE				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	344,068	370,500	357,700	401,200	436,800
4014	VACATION SELL BACK	0	2,000	1,000	2,000	2,000
4019	STAND BY PAY	11,542	12,000	12,000	12,000	12,000
4021	LONGEVITY PAY	2,513	3,400	3,400	3,700	3,800
4130	OVERTIME	3,003	3,000	3,000	3,000	3,000
4241	P.E.R.S	68,141	75,700	72,500	95,300	110,100
4242	NON-PERSABLE COMPENSATION	0	300	300	300	300
4244	MEDICAL/DENTAL INSURANCE	66,292	80,300	55,900	87,200	87,200
4245	LONG TERM DISABILITY	263	600	300	600	600
4247	LIFE INSURANCE	260	500	400	500	500
4250	FICA/HOSPITAL INSURANCE	5,077	5,500	5,600	6,000	6,500
4299	VACANCY RATE	0	-16,600	0	-31,500	-34,100
Total: SALARIES & WAGES		501,159	537,200	512,100	580,300	628,700
SUPPLIES						
5110	OFFICE SUPPLIES	0	500	500	500	500
5230	BUILDING AND GROUNDS	322	700	700	700	700
5260	FIELDS	17,856	16,500	16,500	18,500	18,500
5262	SAFETY EQUIPMENT	266	300	300	300	300
5280	UNIFORM	4,434	4,500	4,500	4,500	4,500
5410	TOOLS	5,325	7,000	7,000	7,000	7,000
Total: SUPPLIES		28,203	29,500	29,500	31,500	31,500
OPERATING EXPENSES						
6505	GENERAL LIABILITY	1,000	1,100	1,100	1,500	1,600
6507	WORKERS' COMPENSATION	20,400	22,800	22,800	24,400	25,200
6611	ELECTRIC	27,810	32,500	24,800	26,500	28,400
6612	GAS	855	1,200	400	400	400
6614	WATER	690	700	700	700	700
6750	VEHICLE MAINTENANCE	5,039	5,500	5,000	5,500	6,000
6751	VEHICLE FUEL USAGE	3,194	4,000	2,200	4,000	4,400
6752	VEHICLE 3RD PARTY SVC	826	1,000	1,100	1,100	1,200
6902	DISPOSAL CHARGES	0	2,000	2,000	2,000	2,000
6903	PERMITS FEES	5,853	6,000	6,000	6,000	6,000
6970	TRAINING	478	3,000	3,000	3,000	3,000
Total: OPERATING EXPENSES		66,146	79,800	69,100	75,100	78,900
SPECIAL PROGRAMS						
7710	SERVICE CREDIT	-635,501	-689,300	-629,600	-705,300	-756,600
7811	POB CONTRIBUTIONS	44,323	42,800	42,800	44,300	44,300
Total: SPECIAL PROGRAMS		-591,178	-646,500	-586,800	-661,000	-712,300
Total:		4,329	0	23,900	25,900	26,800

Fund/Division: 0013331

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

0.00 %

DEVELOPMENT SERVICES DEPARTMENT



DEVELOPMENT SERVICES DEPARTMENT

Description:

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

- **Engineering Services** manages capital improvement projects such as street repaving and reconstruction, 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 light rail operations and planning, regional transportation efforts, and develop programs for alternative transportation such as bike lanes and pedestrian improvements.

FY 2024-25 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, the Colorado Complete Streets Project, ADA sidewalk and ramp projects, and parking lot modifications.
2. Continue to process large development projects throughout the City, including two Hilton hotels, the Alexan Mixed Use Project and Alexan Arroyo Project, the "Ivy" Assisted Living Project, and additional mixed-use projects.
3. Continue implementation of the City's adopted Housing Element, including an inclusionary housing ordinance, and text amendments to reduce barriers to affordable housing.
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 for 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.
6. Implement a significant update to the City's Business License Code, modernizing processes and making our codes more user and business friendly.

Development Services Department - Continued

7. Implement an electronic plan review system, greatly enhancing efficiency and in departmental and inter-departmental processing of projects.
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 provide safe, successful horse racing in Arcadia, 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. Look for specific and “out-of-the-box” ways to spur on economic development and streetscape vitality through direct assistance to property owners of vacant, underutilized, or strategically located sites.
15. Implement the Baldwin Streetscape project and plan the future of the Baldwin District.
16. Work with USC Arcadia Hospital on their Master Planning process and project, ensuring the expansion plans of this important city asset.

FY24-25 EMPLOYEE COUNT BY DEPARTMENT

DEVELOPMENT SERVICES

<i>Position</i>	<i>FTE</i>
Administrative Assistant	2.00
Assistant City Manager/DSD Director	1.00
Assistant Engineer	1.00
Assistant Planner	1.00
Associate Civil Engineer	1.00
Associate Planner	2.00
Building 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
Code Services Supervisor	1.00
Deputy Development Services Director	1.00
Economic Development Manager	1.00
Management Analyst	1.00
Planning Services Manager	1.00
Plans Examiner	1.00

FY24-25 EMPLOYEE COUNT BY DEPARTMENT

DEVELOPMENT SERVICES

<i>Position</i>	<i>FTE</i>
Principal Civil Engineer	1.00
Senior Administrative Assistant	2.00
Senior Building Inspector	2.00
Senior Building Technician	1.00
Transportation Services Manager	1.00
TOTAL	28.00

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DEPARTMENTAL SUMMARY						
4100 DEVELOPMENT SERVICES						
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	2,265,857	2,311,000	2,393,800	2,593,800	2,790,700
4011	SPECIALIST PAY	3,040	3,100	3,000	3,000	3,000
4014	VACATION SELL BACK	15,555	22,600	18,900	22,600	22,800
4015	ALLOWANCES	8,469	6,100	10,800	10,800	10,800
4021	LONGEVITY PAY	16,509	19,400	16,800	18,500	19,800
4032	PART-TIME NON-PERS	12,395	30,100	15,100	22,600	22,600
4130	OVERTIME	119	4,300	2,000	4,000	4,000
4241	P.E.R.S.	497,445	483,700	490,400	626,400	714,800
4242	NON-PERSABLE COMPENSATION	4,400	4,400	4,500	5,300	5,800
4244	MEDICAL/DENTAL INSURANCE	295,014	370,100	304,400	405,400	405,400
4245	LONG TERM DISABILITY	1,246	2,400	1,400	2,400	2,400
4247	LIFE INSURANCE	3,323	3,900	3,000	4,300	4,500
4250	FICA/HOSPITAL INSURANCE	34,662	34,600	35,600	38,600	41,400
4299	VACANCY RATE	0	-98,800	0	-192,700	-208,500
Total: SALARIES & WAGES		3,158,032	3,196,900	3,299,700	3,565,000	3,839,500
SUPPLIES						
5110	OFFICE SUPPLIES	39,898	40,800	35,000	41,100	41,100
5125	PRINT SHOP	9,598	17,900	11,500	16,600	16,500
5280	UNIFORM	2,102	3,600	3,600	3,600	3,600
Total: SUPPLIES		51,597	62,300	50,100	61,300	61,200
OPERATING EXPENSES						
6160	CONTRACT SERVICES	900,634	820,700	632,800	595,000	520,900
6165	PLAN CHECK SERVICES	683,425	590,000	477,000	891,000	598,000
6310	MILEAGE	0	800	300	700	700
6505	GENERAL LIABILITY	89,900	95,100	95,100	127,600	134,600
6507	WORKERS' COMPENSATION	46,500	51,900	51,900	55,600	57,300
6730	OFFICE EQUIPMENT	4,811	7,300	5,500	18,200	7,300
6750	VEHICLE MAINTENANCE	12,322	11,500	10,900	13,800	15,200
6751	VEHICLE FUEL USAGE	9,347	8,200	7,200	8,500	9,400
6752	VEHICLE 3RD PARTY SVC	1,400	1,000	500	1,000	1,300
6903	PERMITS FEES	75	300	0	300	300
6930	MEMBERSHIP & PUBLICATIONS	24,268	24,600	22,100	44,300	50,400
6940	OFFICIAL MEETINGS	14,046	25,700	8,400	18,200	23,500
6960	EQUIPMENT REPLACEMENT	0	44,200	0	55,400	0
6970	TRAINING	10,294	15,400	6,400	13,000	13,000
6971	TUITION REIMBURSEMENT	6,921	4,100	0	6,100	6,100
6977	EMPLOYEE SUPPORT	1,530	2,800	2,800	2,800	2,800
Total: OPERATING EXPENSES		1,805,473	1,703,600	1,320,900	1,851,500	1,440,800
SPECIAL PROGRAMS						
7214	CHAMBER OF COMMERCE	88,072	93,000	93,000	95,000	97,000
7218	PBID ASSESSMENT	5,416	5,700	5,700	6,000	6,300
7811	POB CONTRIBUTIONS	323,710	333,700	333,700	323,600	323,600
Total: SPECIAL PROGRAMS		417,198	432,400	432,400	424,600	426,900
Total Division:		5,432,300	5,395,200	5,103,100	5,902,400	5,768,400
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						
9.40 %						

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED	
DIVISION: 4101		DEV SVCS-ADMIN					
SALARIES & WAGES							
4010	REGULAR EMPLOYEES	197,249	213,500	217,500	224,200	236,900	
4014	VACATION SELL BACK	4,105	8,800	9,300	9,500	9,500	
4015	ALLOWANCES	3,097	3,100	3,100	3,100	3,100	
4021	LONGEVITY PAY	1,684	1,900	1,900	2,000	2,100	
4241	P.E.R.S	45,743	46,200	46,900	56,200	63,000	
4242	NON-PERSABLE COMPENSATION	821	1,000	1,000	1,000	1,100	
4244	MEDICAL/DENTAL INSURANCE	18,836	25,100	19,900	27,300	27,300	
4245	LONG TERM DISABILITY	71	100	100	100	100	
4247	LIFE INSURANCE	454	600	500	600	600	
4250	FICA/HOSPITAL INSURANCE	3,008	3,200	3,300	3,400	3,600	
4299	VACANCY RATE	0	-9,100	0	-16,900	-17,900	
Total: SALARIES & WAGES		275,068	294,400	303,500	310,500	329,400	
SUPPLIES							
5110	OFFICE SUPPLIES	2,363	1,700	1,800	2,000	2,000	
5125	PRINT SHOP	55	200	200	200	200	
Total: SUPPLIES		2,419	1,900	2,000	2,200	2,200	
OPERATING EXPENSES							
6160	CONTRACT SERVICES	10,180	10,100	12,100	11,500	11,500	
6505	GENERAL LIABILITY	89,900	95,100	95,100	127,600	134,600	
6507	WORKERS' COMPENSATION	46,500	51,900	51,900	55,600	57,300	
6750	VEHICLE MAINTENANCE	2,205	2,000	1,700	4,000	4,400	
6751	VEHICLE FUEL USAGE	2,801	2,000	700	2,000	2,200	
6752	VEHICLE 3RD PARTY SVC	40	300	200	300	400	
6930	MEMBERSHIP & PUBLICATIONS	2,199	2,500	2,700	2,600	2,700	
6940	OFFICIAL MEETINGS	2,936	4,500	2,700	4,400	4,400	
6960	EQUIPMENT REPLACEMENT	0	44,200	0	55,400	0	
6970	TRAINING	0	900	400	900	900	
6977	EMPLOYEE SUPPORT	1,530	2,800	2,800	2,800	2,800	
Total: OPERATING EXPENSES		158,291	216,300	170,300	267,100	221,200	
SPECIAL PROGRAMS							
7811	POB CONTRIBUTIONS	29,807	29,700	29,700	29,800	29,800	
Total: SPECIAL PROGRAMS		29,807	29,700	29,700	29,800	29,800	
Total:		465,585	542,300	505,500	609,600	582,600	

Fund/Division: 0014101

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

12.41 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED	
DIVISION: 4103		DEV SVCS-PLANNING					
SALARIES & WAGES							
4010	REGULAR EMPLOYEES	586,157	621,900	644,700	688,100	739,900	
4014	VACATION SELL BACK	7,854	7,000	5,300	7,200	7,400	
4015	ALLOWANCES	960	1,000	1,000	1,000	1,000	
4021	LONGEVITY PAY	3,018	5,900	6,100	6,600	6,700	
4032	PART-TIME NON-PERS	4,702	0	0	0	0	
4130	OVERTIME	0	1,500	0	1,000	1,000	
4241	P.E.R.S	124,985	129,900	128,800	166,800	190,100	
4242	NON-PERSABLE COMPENSATION	1,428	1,700	1,700	1,800	1,900	
4244	MEDICAL/DENTAL INSURANCE	79,050	95,900	75,500	103,600	103,600	
4245	LONG TERM DISABILITY	316	600	400	600	600	
4247	LIFE INSURANCE	974	1,300	1,100	1,300	1,400	
4250	FICA/HOSPITAL INSURANCE	8,697	9,200	9,300	10,200	10,900	
4299	VACANCY RATE	0	-26,300	0	-50,900	-54,800	
Total: SALARIES & WAGES		818,140	849,600	873,900	937,300	1,009,700	
SUPPLIES							
5110	OFFICE SUPPLIES	18,317	19,000	16,000	17,000	17,000	
5125	PRINT SHOP	279	5,000	1,000	4,000	4,000	
Total: SUPPLIES		18,596	24,000	17,000	21,000	21,000	
OPERATING EXPENSES							
6160	CONTRACT SERVICES	474,978	404,500	272,700	212,700	149,100	
6310	MILEAGE	0	200	200	300	300	
6730	OFFICE EQUIPMENT	987	2,500	1,000	6,000	2,500	
6750	VEHICLE MAINTENANCE	1,235	1,000	1,200	1,300	1,500	
6751	VEHICLE FUEL USAGE	107	200	100	200	300	
6752	VEHICLE 3RD PARTY SVC	40	200	0	200	300	
6903	PERMITS FEES	75	300	0	300	300	
6930	MEMBERSHIP & PUBLICATIONS	958	3,500	1,100	2,800	2,800	
6940	OFFICIAL MEETINGS	5,290	6,700	700	4,500	4,500	
6970	TRAINING	2,204	6,500	1,000	5,000	5,000	
6971	TUITION REIMBURSEMENT	4,126	0	0	0	0	
Total: OPERATING EXPENSES		490,000	425,600	278,000	233,300	166,600	
SPECIAL PROGRAMS							
7811	POB CONTRIBUTIONS	81,388	83,500	83,500	81,300	81,300	
Total: SPECIAL PROGRAMS		81,388	83,500	83,500	81,300	81,300	
Total:		1,408,124	1,382,700	1,252,400	1,272,900	1,278,600	
Fund/Division: 0014103							
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						(7.94) %	

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 4104		DEV SVCS-BUILDING/SAFETY				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	596,270	651,400	670,300	722,600	771,800
4011	SPECIALIST PAY	520	0	0	0	0
4014	VACATION SELL BACK	1,577	2,000	1,800	2,000	2,000
4015	ALLOWANCES	2,547	1,000	3,800	3,800	3,800
4021	LONGEVITY PAY	6,451	5,500	6,000	6,600	6,600
4032	PART-TIME NON-PERS	0	15,000	0	0	0
4130	OVERTIME	0	1,000	1,000	1,000	1,000
4241	P.E.R.S.	133,744	135,900	139,500	175,300	198,500
4242	NON-PERSABLE COMPENSATION	740	800	800	800	900
4244	MEDICAL/DENTAL INSURANCE	70,474	104,200	89,100	113,200	113,200
4245	LONG TERM DISABILITY	323	700	400	700	700
4247	LIFE INSURANCE	664	900	700	900	900
4250	FICA/HOSPITAL INSURANCE	9,424	9,800	10,200	10,600	11,300
4299	VACANCY RATE	0	-27,800	0	-53,400	-57,200
Total: SALARIES & WAGES		822,735	900,400	923,600	984,100	1,053,500
SUPPLIES						
5110	OFFICE SUPPLIES	3,047	3,000	3,000	3,000	3,000
5125	PRINT SHOP	1,488	1,600	1,600	1,600	1,600
5280	UNIFORM	1,292	2,000	2,000	2,000	2,000
Total: SUPPLIES		5,827	6,600	6,600	6,600	6,600
OPERATING EXPENSES						
6160	CONTRACT SERVICES	64,615	67,700	46,200	75,000	76,200
6165	PLAN CHECK SERVICES	683,425	590,000	477,000	891,000	598,000
6310	MILEAGE	0	300	0	100	100
6730	OFFICE EQUIPMENT	0	1,200	1,200	3,700	1,200
6750	VEHICLE MAINTENANCE	8,883	8,500	8,000	8,500	9,300
6751	VEHICLE FUEL USAGE	6,439	6,000	6,400	6,300	6,900
6752	VEHICLE 3RD PARTY SVC	1,320	500	300	500	600
6930	MEMBERSHIP & PUBLICATIONS	7,576	2,200	2,100	1,900	7,900
6940	OFFICIAL MEETINGS	0	2,400	2,400	1,000	2,600
6970	TRAINING	3,304	3,600	1,600	3,600	3,600
6971	TUITION REIMBURSEMENT	2,795	4,100	0	4,100	4,100
Total: OPERATING EXPENSES		778,357	686,500	545,200	995,700	710,500
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	86,994	87,900	87,900	87,000	87,000
Total: SPECIAL PROGRAMS		86,994	87,900	87,900	87,000	87,000

Total: **1,693,913** **1,681,400** **1,563,300** **2,073,400** **1,857,600**

Fund/Division: 0014104

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

23.31 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 4105		DEV SVCS-CODE SERVICES				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	274,091	240,300	249,500	273,400	295,300
4011	SPECIALIST PAY	1,040	1,000	1,000	1,000	1,000
4014	VACATION SELL BACK	302	300	0	400	400
4015	ALLOWANCES	1,624	1,000	2,900	2,900	2,900
4021	LONGEVITY PAY	1,395	1,100	1,100	1,100	2,200
4130	OVERTIME	119	500	500	500	500
4241	P.E.R.S.	57,217	48,900	50,400	64,700	74,300
4242	NON-PERSABLE COMPENSATION	117	0	0	0	0
4244	MEDICAL/DENTAL INSURANCE	42,718	46,800	37,200	51,000	51,000
4245	LONG TERM DISABILITY	200	300	200	300	300
4247	LIFE INSURANCE	258	200	200	200	200
4250	FICA/HOSPITAL INSURANCE	4,265	3,500	3,900	4,000	4,300
4299	VACANCY RATE	0	-10,300	0	-20,600	-22,300
Total: SALARIES & WAGES		383,347	333,600	346,900	378,900	410,100
SUPPLIES						
5110	OFFICE SUPPLIES	2,395	3,100	3,100	3,100	3,100
5125	PRINT SHOP	1,265	2,100	1,400	1,800	1,700
5280	UNIFORM	810	1,600	1,600	1,600	1,600
Total: SUPPLIES		4,470	6,800	6,100	6,500	6,400
OPERATING EXPENSES						
6160	CONTRACT SERVICES	93,881	94,200	72,600	81,300	82,600
6730	OFFICE EQUIPMENT	0	0	0	2,500	0
6930	MEMBERSHIP & PUBLICATIONS	489	600	400	400	400
6940	OFFICIAL MEETINGS	890	4,000	300	1,600	4,000
6970	TRAINING	1,663	1,900	1,300	1,000	1,000
Total: OPERATING EXPENSES		96,923	100,700	74,600	86,800	88,000
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	37,217	37,200	37,200	37,200	37,200
Total: SPECIAL PROGRAMS		37,217	37,200	37,200	37,200	37,200
Total:		521,956	478,300	464,800	509,400	541,700

Fund/Division: 0014105

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

6.50 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 4106		DEV SVCS-BUSINESS LICENSE				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	101,245	119,200	112,200	126,900	138,600
4011	SPECIALIST PAY	1,200	2,100	1,000	1,000	1,000
4014	VACATION SELL BACK	4	0	0	0	0
4021	LONGEVITY PAY	672	1,600	0	0	0
4130	OVERTIME	0	1,300	500	1,500	1,500
4241	P.E.R.S	19,888	24,800	22,700	30,000	34,800
4244	MEDICAL/DENTAL INSURANCE	19,463	26,700	22,200	29,100	29,100
4245	LONG TERM DISABILITY	84	200	100	200	200
4247	LIFE INSURANCE	83	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	1,460	1,800	1,500	1,900	2,000
4299	VACANCY RATE	0	-5,300	0	-9,800	-10,700
Total: SALARIES & WAGES		144,099	172,500	160,300	180,900	196,600
SUPPLIES						
5110	OFFICE SUPPLIES	11,464	11,800	8,900	13,000	13,000
5125	PRINT SHOP	5,943	8,000	6,500	8,000	8,000
Total: SUPPLIES		17,408	19,800	15,400	21,000	21,000
OPERATING EXPENSES						
6160	CONTRACT SERVICES	73,026	36,000	41,600	28,000	15,000
6310	MILEAGE	0	300	100	300	300
6730	OFFICE EQUIPMENT	407	600	300	3,000	600
6930	MEMBERSHIP & PUBLICATIONS	0	300	300	300	300
6940	OFFICIAL MEETINGS	0	2,100	0	700	2,000
6970	TRAINING	374	1,000	600	1,000	1,000
Total: OPERATING EXPENSES		73,807	40,300	42,900	33,300	19,200
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	12,936	17,900	17,900	12,900	12,900
Total: SPECIAL PROGRAMS		12,936	17,900	17,900	12,900	12,900
Total:		248,249	250,500	236,500	248,100	249,700

Fund/Division: 0014106

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(0.96) %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 4107		DEV SVCS-ENGINEERING				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	395,110	345,300	393,100	410,500	449,500
4011	SPECIALIST PAY	280	0	1,000	1,000	1,000
4014	VACATION SELL BACK	1,711	2,500	2,500	3,500	3,500
4015	ALLOWANCES	240	0	0	0	0
4021	LONGEVITY PAY	1,776	1,700	1,700	2,200	2,200
4032	PART-TIME NON-PERS	7,692	15,100	15,100	15,100	15,100
4241	P.E.R.S	88,326	71,300	80,800	98,700	114,600
4242	NON-PERSABLE COMPENSATION	731	300	400	1,000	1,100
4244	MEDICAL/DENTAL INSURANCE	49,860	54,100	47,700	62,700	62,700
4245	LONG TERM DISABILITY	200	400	200	400	400
4247	LIFE INSURANCE	553	400	400	800	800
4250	FICA/HOSPITAL INSURANCE	6,034	5,300	5,800	6,300	6,900
4299	VACANCY RATE	0	-14,900	0	-30,200	-33,900
Total: SALARIES & WAGES		552,514	481,500	548,700	572,000	623,900
SUPPLIES						
5110	OFFICE SUPPLIES	2,036	2,000	2,000	2,500	2,500
5125	PRINT SHOP	165	500	300	500	500
Total: SUPPLIES		2,202	2,500	2,300	3,000	3,000
OPERATING EXPENSES						
6160	CONTRACT SERVICES	63,470	68,200	67,600	67,800	67,800
6730	OFFICE EQUIPMENT	3,416	3,000	3,000	3,000	3,000
6930	MEMBERSHIP & PUBLICATIONS	860	2,200	2,200	1,700	1,700
6940	OFFICIAL MEETINGS	1,547	2,700	0	2,700	2,700
6970	TRAINING	2,750	1,500	1,500	1,500	1,500
6971	TUITION REIMBURSEMENT	0	0	0	2,000	2,000
Total: OPERATING EXPENSES		72,043	77,600	74,300	78,700	78,700
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	57,452	61,600	61,600	57,500	57,500
Total: SPECIAL PROGRAMS		57,452	61,600	61,600	57,500	57,500
Total:		684,211	623,200	686,900	711,200	763,100

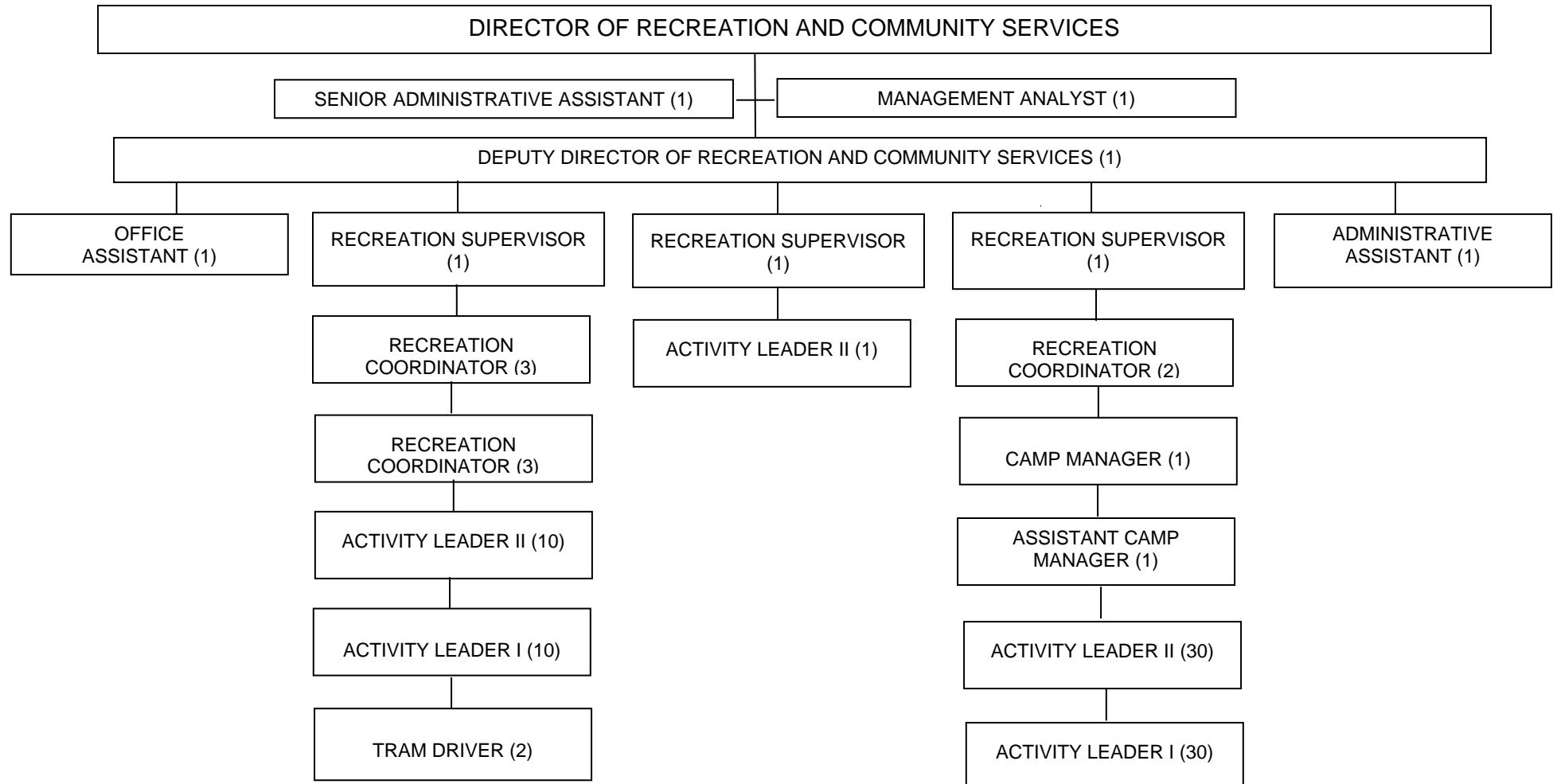
Fund/Division: 0014107

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

14.12 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 4108		DSD-ECONOMIC DEVELOPMENT				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	115,734	119,400	106,500	148,100	158,700
4014	VACATION SELL BACK	0	2,000	0	0	0
4021	LONGEVITY PAY	1,513	1,700	0	0	0
4032	PART-TIME NON-PERS	0	0	0	7,500	7,500
4241	P.E.R.S	27,543	26,700	21,300	34,700	39,500
4242	NON-PERSABLE COMPENSATION	563	600	600	700	800
4244	MEDICAL/DENTAL INSURANCE	14,614	17,300	12,800	18,500	18,500
4245	LONG TERM DISABILITY	53	100	0	100	100
4247	LIFE INSURANCE	336	400	0	400	500
4250	FICA/HOSPITAL INSURANCE	1,774	1,800	1,600	2,200	2,400
4299	VACANCY RATE	0	-5,100	0	-10,900	-11,700
Total: SALARIES & WAGES		162,129	164,900	142,800	201,300	216,300
SUPPLIES						
5110	OFFICE SUPPLIES	274	200	200	500	500
5125	PRINT SHOP	402	500	500	500	500
Total: SUPPLIES		676	700	700	1,000	1,000
OPERATING EXPENSES						
6160	CONTRACT SERVICES	120,485	140,000	120,000	118,700	118,700
6930	MEMBERSHIP & PUBLICATIONS	12,185	13,300	13,300	34,600	34,600
6940	OFFICIAL MEETINGS	3,383	3,300	2,300	3,300	3,300
Total: OPERATING EXPENSES		136,053	156,600	135,600	156,600	156,600
SPECIAL PROGRAMS						
7214	CHAMBER OF COMMERCE	88,072	93,000	93,000	95,000	97,000
7218	PBID ASSESSMENT	5,416	5,700	5,700	6,000	6,300
7811	POB CONTRIBUTIONS	17,915	15,900	15,900	17,900	17,900
Total: SPECIAL PROGRAMS		111,403	114,600	114,600	118,900	121,200
Total:		410,261	436,800	393,700	477,800	495,100
Fund/Division: 0014108						9.39 %
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						

RECREATION AND COMMUNITY SERVICES



RECREATION AND COMMUNITY SERVICES DEPARTMENT

Description:

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

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

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

Recreation and Community Services Department – Continued

FY 2024-25 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.

Recreation and Community Services Department – Continued

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 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. Conduct meetings with the Health Committee and host a citywide health fair.

FY24-25 EMPLOYEE COUNT BY DEPARTMENT

RECREATION

<i>Position</i>	<i>FTE</i>
Administrative Assistant	1.00
Deputy Director of Recreation and Community Services	1.00
Director Of Recreation and Community Services	1.00
Management Analyst	1.00
Office Assistant	1.00
Recreation Coordinator	5.00
Recreation Supervisor	3.00
Senior Administrative Assistant	1.00
TOTAL	14.00

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DEPARTMENTAL SUMMARY		5500	RECREATION & COMMUNITY SERVICES			
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	1,047,785	1,103,600	1,129,800	1,184,100	1,262,600
4011	SPECIALIST PAY	1,040	1,000	1,000	1,000	1,000
4014	VACATION SELL BACK	3,013	3,600	5,800	16,000	16,000
4015	ALLOWANCES	7,989	7,900	8,700	8,800	8,800
4021	LONGEVITY PAY	8,405	10,200	10,600	11,900	17,600
4030	PART-TIME PERS ONLY	12,689	38,600	27,500	35,600	35,600
4032	PART-TIME NON-PERS	342,966	478,000	459,500	520,600	520,600
4241	P.E.R.S.	229,807	230,400	240,000	287,200	326,100
4242	NON-PERSABLE COMPENSATION	2,832	3,400	3,300	3,500	3,800
4244	MEDICAL/DENTAL INSURANCE	157,004	212,100	178,800	229,300	229,300
4245	LONG TERM DISABILITY	667	1,200	600	1,300	1,300
4247	LIFE INSURANCE	2,137	2,100	2,200	2,600	2,800
4250	FICA/HOSPITAL INSURANCE	21,125	22,200	23,600	25,700	26,900
4299	VACANCY RATE	0	-52,400	0	-119,400	-120,300
Total: SALARIES & WAGES		1,837,461	2,061,900	2,091,400	2,208,200	2,332,100
SUPPLIES						
5110	OFFICE SUPPLIES	16,356	15,900	15,900	16,600	16,600
5115	PROGRAM EXPENSES	24,570	22,200	22,000	31,700	31,700
5116	SENIOR MEAL PROGRAM	12,376	45,000	45,000	55,400	55,400
5125	PRINT SHOP	18,052	26,900	26,900	27,000	27,000
5210	ATHLETIC	1,149	1,600	1,600	4,000	2,000
5220	AWARDS	1,369	6,700	6,700	3,000	6,000
5230	BUILDING AND GROUNDS	19,105	20,900	20,900	21,000	21,000
5242	WINTER/SPRING/FALL CAMP	2,861	3,000	3,000	2,900	2,900
5243	SPORTS CAMP	6,605	12,500	12,500	14,800	15,000
5250	CRAFT	0	1,200	1,200	0	0
5280	UNIFORM	4,830	4,600	4,600	10,200	10,800
Total: SUPPLIES		107,272	160,500	160,300	186,600	188,400
OPERATING EXPENSES						
6160	CONTRACT SERVICES	183,275	191,600	191,600	194,400	195,500
6163	CABLE TECH SERVICES	2,009	5,300	3,500	5,900	5,900
6169	CONTRACT EMPLOYEES	586,794	656,300	562,400	583,100	584,200
6210	TELEPHONE	8,817	9,600	12,500	9,800	10,000
6505	GENERAL LIABILITY	66,100	69,900	69,900	93,800	98,900
6507	WORKERS' COMPENSATION	82,900	92,500	92,500	99,100	102,200
6611	ELECTRIC	96,555	119,100	111,300	117,500	124,000
6612	GAS	18,569	22,900	7,600	8,200	8,600
6614	WATER	6,471	9,500	7,800	13,000	13,000
6730	OFFICE EQUIPMENT	4,446	6,000	7,000	8,400	8,400
6750	VEHICLE MAINTENANCE	5,448	6,200	5,300	4,500	4,900
6751	VEHICLE FUEL USAGE	2,836	3,100	3,300	3,100	3,400
6752	VEHICLE 3RD PARTY SVC	113	600	100	300	400
6760	BUILDING REPAIR & MAINT	14,948	25,200	25,200	25,700	25,700
6930	MEMBERSHIP & PUBLICATIONS	8,903	11,100	8,300	13,700	14,800
6940	OFFICIAL MEETINGS	9,742	10,000	10,000	15,600	15,600
6960	EQUIPMENT REPLACEMENT	14,999	15,000	4,700	25,000	15,000
6971	TUITION REIMBURSEMENT	4,950	300	400	0	0
6977	EMPLOYEE SUPPORT	949	1,300	1,400	1,400	1,400

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
6998	MISC EXP	614	600	600	700	700
Total: OPERATING EXPENSES		1,119,438	1,256,100	1,125,400	1,223,200	1,232,600
SPECIAL PROGRAMS						
7130	SENIOR CITIZENS COMM	2,641	3,100	3,100	3,200	3,200
7160	EXPENDITURE REIMBURSED	3,164	9,100	9,100	9,500	9,500
7206	BULK MAILING	17,000	18,500	18,500	22,400	22,400
7220	EXCURSIONS/SPECIAL EVENT	151,336	200,300	194,800	252,100	262,200
7811	POB CONTRIBUTIONS	149,496	139,300	139,300	145,600	145,600
Total: SPECIAL PROGRAMS		323,637	370,300	364,800	432,800	442,900
OTHER PROGRAMS						
7225	GIFT SHOP MERCHANDISE	0	7,500	7,500	3,000	3,000
Total: OTHER PROGRAMS		0	7,500	7,500	3,000	3,000
Total Division:		3,387,809	3,856,300	3,749,400	4,053,800	4,199,000

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

5.12 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 5501		RECREATION-ADMIN				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	425,520	420,900	440,900	385,000	406,600
4011	SPECIALIST PAY	1,040	1,000	1,000	0	0
4014	VACATION SELL BACK	0	0	1,300	16,000	16,000
4015	ALLOWANCES	5,709	5,800	5,800	5,800	5,800
4021	LONGEVITY PAY	3,950	4,900	5,100	4,900	5,000
4030	PART-TIME PERS ONLY	10,016	15,000	4,000	8,000	8,000
4032	PART-TIME NON-PERS	6,303	6,500	7,500	13,500	13,500
4241	P.E.R.S	97,919	89,800	94,200	95,800	107,200
4242	NON-PERSABLE COMPENSATION	1,301	1,300	1,400	1,500	1,500
4244	MEDICAL/DENTAL INSURANCE	62,318	69,300	65,300	60,600	60,600
4245	LONG TERM DISABILITY	236	400	200	300	300
4247	LIFE INSURANCE	843	900	900	1,000	1,000
4250	FICA/HOSPITAL INSURANCE	6,683	6,200	6,900	6,200	6,500
4299	VACANCY RATE	0	-12,700	0	-30,800	-32,500
Total: SALARIES & WAGES		621,839	609,300	634,500	567,800	599,500
SUPPLIES						
5110	OFFICE SUPPLIES	10,183	9,800	9,800	10,500	10,500
5125	PRINT SHOP	16,686	23,400	23,400	24,000	24,000
5230	BUILDING AND GROUNDS	2,005	3,000	3,000	3,000	3,000
Total: SUPPLIES		28,873	36,200	36,200	37,500	37,500
OPERATING EXPENSES						
6160	CONTRACT SERVICES	14,148	15,600	15,600	17,400	17,400
6505	GENERAL LIABILITY	66,100	69,900	69,900	93,800	98,900
6507	WORKERS' COMPENSATION	82,900	92,500	92,500	99,100	102,200
6750	VEHICLE MAINTENANCE	4,203	4,500	3,700	4,500	4,900
6751	VEHICLE FUEL USAGE	2,654	2,600	3,100	3,100	3,400
6752	VEHICLE 3RD PARTY SVC	113	500	0	300	400
6930	MEMBERSHIP & PUBLICATIONS	6,257	8,800	6,000	4,600	4,600
6940	OFFICIAL MEETINGS	9,612	9,900	9,900	14,700	14,700
6960	EQUIPMENT REPLACEMENT	14,999	15,000	4,700	25,000	15,000
6977	EMPLOYEE SUPPORT	949	1,300	1,400	1,400	1,400
6998	MISC EXP	614	600	600	700	700
Total: OPERATING EXPENSES		202,550	221,200	207,400	264,600	263,600
SPECIAL PROGRAMS						
7206	BULK MAILING	17,000	18,500	18,500	22,400	22,400
7811	POB CONTRIBUTIONS	63,692	49,000	49,000	63,700	63,700
Total: SPECIAL PROGRAMS		80,692	67,500	67,500	86,100	86,100
Total:		933,954	934,200	945,600	956,000	986,700

Fund/Division: 0015501

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

2.33 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 5502		RECREATION-COMMUNITY CTR				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	51,810	50,900	53,100	50,700	53,600
4014	VACATION SELL BACK	524	700	700	0	0
4015	ALLOWANCES	276	300	300	200	200
4021	LONGEVITY PAY	601	600	600	600	1,400
4030	PART-TIME PERS ONLY	651	3,000	3,000	3,000	3,000
4032	PART-TIME NON-PERS	34,124	43,500	43,500	83,300	83,300
4241	P.E.R.S	11,434	10,700	11,300	12,400	14,200
4242	NON-PERSABLE COMPENSATION	184	200	200	200	200
4244	MEDICAL/DENTAL INSURANCE	7,169	9,400	7,900	9,900	9,900
4245	LONG TERM DISABILITY	30	100	0	100	100
4247	LIFE INSURANCE	116	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	1,299	1,400	1,500	2,000	2,100
4299	VACANCY RATE	0	-3,600	0	-8,300	-8,600
Total: SALARIES & WAGES		108,219	117,300	122,200	154,200	159,500
SUPPLIES						
5110	OFFICE SUPPLIES	1,180	1,500	1,500	1,500	1,500
5230	BUILDING AND GROUNDS	17,100	17,900	17,900	18,000	18,000
Total: SUPPLIES		18,280	19,400	19,400	19,500	19,500
OPERATING EXPENSES						
6160	CONTRACT SERVICES	100,087	91,900	91,900	91,900	91,900
6163	CABLE TECH SERVICES	2,009	3,500	3,500	5,900	5,900
6210	TELEPHONE	5,832	6,100	6,900	7,000	7,100
6611	ELECTRIC	81,591	91,800	94,600	101,300	108,400
6612	GAS	15,993	15,700	5,900	6,300	6,600
6614	WATER	6,183	9,000	7,300	9,000	9,000
6730	OFFICE EQUIPMENT	4,446	6,000	7,000	8,400	8,400
6760	BUILDING REPAIR & MAINT	9,265	10,000	10,000	10,500	10,500
6971	TUITION REIMBURSEMENT	743	300	400	0	0
Total: OPERATING EXPENSES		226,149	234,300	227,500	240,300	247,800
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	7,437	8,200	8,200	7,400	7,400
Total: SPECIAL PROGRAMS		7,437	8,200	8,200	7,400	7,400
OTHER PROGRAMS						
7225	GIFT SHOP MERCHANDISE	0	7,500	7,500	3,000	3,000
Total: OTHER PROGRAMS		0	7,500	7,500	3,000	3,000
Total:		360,085	386,700	384,800	424,400	437,200
Fund/Division: 0015502						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						9.75 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 5503		DANA GYM				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	48,217	59,400	55,500	61,900	67,100
4014	VACATION SELL BACK	121	0	300	0	0
4015	ALLOWANCES	162	200	200	200	200
4021	LONGEVITY PAY	252	700	300	300	300
4030	PART-TIME PERS ONLY	491	0	200	0	0
4032	PART-TIME NON-PERS	35,514	45,700	45,700	48,600	48,600
4241	P.E.R.S	10,394	12,100	11,200	14,600	16,800
4242	NON-PERSABLE COMPENSATION	109	100	100	100	100
4244	MEDICAL/DENTAL INSURANCE	6,979	11,500	9,000	13,900	13,900
4245	LONG TERM DISABILITY	32	100	0	100	100
4247	LIFE INSURANCE	114	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	1,270	1,600	1,400	1,600	1,700
4299	VACANCY RATE	0	-3,900	0	-7,200	-7,600
Total: SALARIES & WAGES		103,655	127,600	124,000	134,200	141,300
SUPPLIES						
5110	OFFICE SUPPLIES	281	300	300	300	300
5210	ATHLETIC	407	400	400	3,100	1,000
Total: SUPPLIES		688	700	700	3,400	1,300
OPERATING EXPENSES						
6160	CONTRACT SERVICES	37,768	48,700	48,700	48,700	48,700
6163	CABLE TECH SERVICES	0	1,800	0	0	0
6169	CONTRACT EMPLOYEES	107,256	100,800	100,800	105,000	105,000
6611	ELECTRIC	14,335	26,500	16,200	16,200	15,600
6612	GAS	2,576	7,200	1,700	1,900	2,000
6614	WATER	288	500	500	4,000	4,000
6760	BUILDING REPAIR & MAINT	5,683	15,200	15,200	15,200	15,200
6930	MEMBERSHIP & PUBLICATIONS	1,328	700	700	700	700
6971	TUITION REIMBURSEMENT	495	0	0	0	0
Total: OPERATING EXPENSES		169,729	201,400	183,800	191,700	191,200
SPECIAL PROGRAMS						
7220	EXCURSIONS/SPECIAL EVENT	4,561	4,000	4,000	4,400	4,400
7811	POB CONTRIBUTIONS	6,777	6,900	6,900	6,800	6,800
Total: SPECIAL PROGRAMS		11,338	10,900	10,900	11,200	11,200
Total:		285,409	340,600	319,400	340,500	345,000
Fund/Division: 0015503						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						(0.03) %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 5504		RECREATION-FEE & CHARGES				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	73,561	134,640	134,700	63,500	68,400
4014	VACATION SELL BACK	464	700	700	0	0
4015	ALLOWANCES	228	200	700	200	200
4021	LONGEVITY PAY	546	500	1,300	600	1,400
4030	PART-TIME PERS ONLY	575	0	800	0	0
4032	PART-TIME NON-PERS	11,988	16,300	16,300	7,800	7,800
4241	P.E.R.S	16,224	27,820	27,700	15,500	17,800
4242	NON-PERSABLE COMPENSATION	152	600	500	200	200
4244	MEDICAL/DENTAL INSURANCE	9,865	29,040	21,000	12,800	12,800
4245	LONG TERM DISABILITY	56	100	100	100	100
4247	LIFE INSURANCE	127	100	300	100	100
4250	FICA/HOSPITAL INSURANCE	1,284	2,340	2,300	1,000	1,100
4299	VACANCY RATE	0	-3,700	0	-5,200	-5,700
Total: SALARIES & WAGES		115,069	208,640	206,400	96,600	104,200
SUPPLIES						
5110	OFFICE SUPPLIES	919	500	500	500	500
Total: SUPPLIES		919	500	500	500	500
OPERATING EXPENSES						
6169	CONTRACT EMPLOYEES	375,638	420,000	350,000	356,000	356,000
6971	TUITION REIMBURSEMENT	495	0	0	0	0
Total: OPERATING EXPENSES		376,133	420,000	350,000	356,000	356,000
SPECIAL PROGRAMS						
7220	EXCURSIONS/SPECIAL EVENT	51,520	90,100	90,100	14,200	14,200
7811	POB CONTRIBUTIONS	10,553	10,400	10,400	10,600	10,600
Total: SPECIAL PROGRAMS		62,073	100,500	100,500	24,800	24,800
Total:		554,194	729,640	657,400	477,900	485,500
Fund/Division: 0015504						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR (34.50) %						

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 5505		RECREATION-NATURE				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	28,064	35,200	31,300	0	0
4014	VACATION SELL BACK	61	0	300	0	0
4015	ALLOWANCES	114	100	100	0	0
4021	LONGEVITY PAY	189	500	200	0	0
4032	PART-TIME NON-PERS	249	0	0	0	0
4241	P.E.R.S	5,911	7,200	6,300	0	0
4242	NON-PERSABLE COMPENSATION	77	100	100	0	0
4244	MEDICAL/DENTAL INSURANCE	4,404	6,600	5,100	0	0
4245	LONG TERM DISABILITY	17	0	0	0	0
4247	LIFE INSURANCE	79	100	100	0	0
4250	FICA/HOSPITAL INSURANCE	446	500	500	0	0
4299	VACANCY RATE	0	-1,500	0	0	0
Total: SALARIES & WAGES		39,610	48,800	44,000	0	0
SUPPLIES						
Total: SUPPLIES		0	0	0	0	0
OPERATING EXPENSES						
6169	CONTRACT EMPLOYEES	12,180	16,100	6,000	0	0
6210	TELEPHONE	2,679	3,100	2,900	0	0
6611	ELECTRIC	630	800	500	0	0
6750	VEHICLE MAINTENANCE	1,244	1,700	1,600	0	0
6751	VEHICLE FUEL USAGE	183	500	200	0	0
6752	VEHICLE 3RD PARTY SVC	0	100	100	0	0
6971	TUITION REIMBURSEMENT	248	0	0	0	0
Total: OPERATING EXPENSES		17,163	22,300	11,300	0	0
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	3,845	5,400	5,400	0	0
Total: SPECIAL PROGRAMS		3,845	5,400	5,400	0	0
Total:		60,618	76,500	60,700		0

Fund/Division: 0015505

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(100.00) %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 5506		RECREATION-FIELDS				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	57,926	45,800	43,300	44,800	48,200
4014	VACATION SELL BACK	182	0	900	0	0
4015	ALLOWANCES	342	300	300	400	400
4021	LONGEVITY PAY	492	500	500	700	800
4030	PART-TIME PERS ONLY	522	1,100	0	0	0
4032	PART-TIME NON-PERS	17,598	25,400	8,300	0	0
4241	P.E.R.S	12,321	9,300	8,800	10,700	12,200
4242	NON-PERSABLE COMPENSATION	231	200	200	200	200
4244	MEDICAL/DENTAL INSURANCE	8,564	7,800	6,300	9,300	9,300
4245	LONG TERM DISABILITY	35	0	0	0	0
4247	LIFE INSURANCE	170	100	100	100	200
4250	FICA/HOSPITAL INSURANCE	1,185	1,100	900	700	700
4299	VACANCY RATE	0	-2,700	0	-3,400	-3,700
Total: SALARIES & WAGES		99,566	88,900	69,600	63,500	68,300
SUPPLIES						
Total: SUPPLIES		0	0	0	0	0
OPERATING EXPENSES						
6160	CONTRACT SERVICES	31,271	34,900	34,900	35,900	37,000
6971	TUITION REIMBURSEMENT	743	0	0	0	0
Total: OPERATING EXPENSES		32,014	34,900	34,900	35,900	37,000
SPECIAL PROGRAMS						
7220	EXCURSIONS/SPECIAL EVENT	4,249	5,500	0	5,500	5,500
7811	POB CONTRIBUTIONS	8,014	6,900	6,900	8,000	8,000
Total: SPECIAL PROGRAMS		12,263	12,400	6,900	13,500	13,500
Total:		143,844	136,200	111,400	112,900	118,800
Fund/Division: 0015506						(17.11) %
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 5507		RECREATION-SENIOR CITIZEN				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	172,652	173,500	188,900	281,300	300,400
4011	SPECIALIST PAY	0	0	0	1,000	1,000
4014	VACATION SELL BACK	1,041	1,800	900	0	0
4015	ALLOWANCES	474	500	500	500	500
4021	LONGEVITY PAY	1,257	1,300	1,300	3,300	5,400
4030	PART-TIME PERS ONLY	0	0	300	300	300
4032	PART-TIME NON-PERS	7,739	15,100	12,900	12,900	12,900
4241	P.E.R.S	37,879	36,100	39,100	68,000	77,600
4242	NON-PERSABLE COMPENSATION	318	300	300	300	400
4244	MEDICAL/DENTAL INSURANCE	27,928	40,700	32,200	61,600	61,600
4245	LONG TERM DISABILITY	138	200	200	400	400
4247	LIFE INSURANCE	286	300	300	400	400
4250	FICA/HOSPITAL INSURANCE	2,696	2,500	2,900	4,300	4,600
4299	VACANCY RATE	0	-8,500	0	-22,400	-24,000
Total: SALARIES & WAGES		252,407	263,800	279,800	411,900	441,500
SUPPLIES						
5110	OFFICE SUPPLIES	3,493	3,500	3,500	3,500	3,500
5115	PROGRAM EXPENSES	24,570	22,200	22,000	31,700	31,700
5116	SENIOR MEAL PROGRAM	12,376	45,000	45,000	55,400	55,400
5125	PRINT SHOP	1,366	3,000	3,000	3,000	3,000
Total: SUPPLIES		41,805	73,700	73,500	93,600	93,600
OPERATING EXPENSES						
6169	CONTRACT EMPLOYEES	63,629	91,000	76,000	84,000	84,000
6940	OFFICIAL MEETINGS	30	0	0	0	0
6971	TUITION REIMBURSEMENT	743	0	0	0	0
Total: OPERATING EXPENSES		64,401	91,000	76,000	84,000	84,000
SPECIAL PROGRAMS						
7130	SENIOR CITIZENS COMM	2,641	3,100	3,100	3,200	3,200
7160	EXPENDITURE REIMBURSED	3,164	9,100	9,100	9,500	9,500
7220	EXCURSIONS/SPECIAL EVENT	31,045	40,500	40,500	42,000	45,000
7811	POB CONTRIBUTIONS	24,639	27,700	27,700	24,600	24,600
Total: SPECIAL PROGRAMS		61,489	80,400	80,400	79,300	82,300
Total:		420,102	508,900	509,700	668,800	701,400

Fund/Division: 0015507

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

31.42 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 5508		RECREATION-CAMPING				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	38,420	38,600	38,100	32,100	34,700
4014	VACATION SELL BACK	138	0	300	0	0
4015	ALLOWANCES	162	0	200	100	100
4021	LONGEVITY PAY	227	100	200	200	200
4030	PART-TIME PERS ONLY	0	3,800	3,800	9,700	9,700
4032	PART-TIME NON-PERS	25,798	43,300	43,300	111,600	111,600
4241	P.E.R.S	8,179	7,800	8,200	7,600	8,700
4242	NON-PERSABLE COMPENSATION	109	100	100	100	100
4244	MEDICAL/DENTAL INSURANCE	6,249	7,500	6,400	7,100	7,100
4245	LONG TERM DISABILITY	26	100	0	0	0
4247	LIFE INSURANCE	91	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	973	100	1,100	2,300	2,300
4299	VACANCY RATE	0	-1,200	0	-8,700	-3,200
Total: SALARIES & WAGES		80,370	100,300	101,800	162,200	171,400
SUPPLIES						
5242	WINTER/SPRING/FALL CAMP	2,861	3,000	3,000	2,900	2,900
5243	SPORTS CAMP	6,605	12,500	12,500	14,800	15,000
Total: SUPPLIES		9,465	15,500	15,500	17,700	17,900
OPERATING EXPENSES						
6940	OFFICIAL MEETINGS	100	100	100	900	900
6971	TUITION REIMBURSEMENT	495	0	0	0	0
Total: OPERATING EXPENSES		595	100	100	900	900
SPECIAL PROGRAMS						
7220	EXCURSIONS/SPECIAL EVENT	0	0	0	6,000	6,000
7811	POB CONTRIBUTIONS	5,320	6,400	6,400	5,300	5,300
Total: SPECIAL PROGRAMS		5,320	6,400	6,400	11,300	11,300
Total:		95,751	122,300	123,800	192,100	201,500
Fund/Division: 0015508						57.07 %
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 5509		REC - COMMUNITY EVENTS				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	0	0	0	106,900	113,700
4015	ALLOWANCES	0	0	0	800	800
4021	LONGEVITY PAY	0	0	0	100	1,300
4030	PART-TIME PERS ONLY	0	0	0	5,800	5,800
4032	PART-TIME NON-PERS	0	0	0	22,300	22,300
4241	P.E.R.S	0	0	0	25,100	28,600
4242	NON-PERSABLE COMPENSATION	0	0	0	500	600
4244	MEDICAL/DENTAL INSURANCE	0	0	0	20,400	20,400
4245	LONG TERM DISABILITY	0	0	0	100	100
4247	LIFE INSURANCE	0	0	0	300	400
4250	FICA/HOSPITAL INSURANCE	0	0	0	2,000	2,100
4299	VACANCY RATE	0	0	0	-9,500	-10,100
Total: SALARIES & WAGES		0	0	0	174,800	186,000
SUPPLIES						
Total: SUPPLIES		0	0	0	0	0
OPERATING EXPENSES						
6930	MEMBERSHIP & PUBLICATIONS	0	0	0	5,300	6,000
Total: OPERATING EXPENSES		0	0	0	5,300	6,000
SPECIAL PROGRAMS						
7220	EXCURSIONS/SPECIAL EVENT	0	0	0	163,700	170,000
Total: SPECIAL PROGRAMS		0	0	0	163,700	170,000
Total:		0	0	0	343,800	362,000
Fund/Division: 0015509						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					0.00	%

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 5510		RECREATION-YOUTH MASTER				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	130,110	123,360	122,100	83,500	90,100
4014	VACATION SELL BACK	250	0	0	0	0
4015	ALLOWANCES	408	400	500	300	300
4021	LONGEVITY PAY	618	800	800	500	600
4030	PART-TIME PERS ONLY	297	15,700	15,000	8,800	8,800
4032	PART-TIME NON-PERS	194,020	274,200	274,000	191,000	191,000
4241	P.E.R.S	24,710	25,080	28,500	19,700	22,600
4242	NON-PERSABLE COMPENSATION	276	400	300	200	200
4244	MEDICAL/DENTAL INSURANCE	20,497	26,360	22,100	18,100	18,100
4245	LONG TERM DISABILITY	86	200	100	100	100
4247	LIFE INSURANCE	263	200	200	200	200
4250	FICA/HOSPITAL INSURANCE	4,818	6,060	5,600	4,100	4,200
4299	VACANCY RATE	0	-13,400	0	-16,700	-17,200
Total: SALARIES & WAGES		376,351	459,360	469,200	309,800	319,000
SUPPLIES						
5125	PRINT SHOP	0	500	500	0	0
5210	ATHLETIC	742	1,200	1,200	0	0
5220	AWARDS	1,369	6,700	6,700	0	0
5250	CRAFT	0	1,200	1,200	0	0
5280	UNIFORM	4,830	4,600	4,600	5,000	5,000
Total: SUPPLIES		6,941	14,200	14,200	5,000	5,000
OPERATING EXPENSES						
6160	CONTRACT SERVICES	0	500	500	500	500
6169	CONTRACT EMPLOYEES	4,536	7,800	9,000	500	500
6210	TELEPHONE	306	400	2,700	2,800	2,900
6930	MEMBERSHIP & PUBLICATIONS	1,317	1,600	1,600	0	0
6971	TUITION REIMBURSEMENT	743	0	0	0	0
Total: OPERATING EXPENSES		6,902	10,300	13,800	3,800	3,900
SPECIAL PROGRAMS						
7220	EXCURSIONS/SPECIAL EVENT	59,961	60,200	60,200	14,100	14,100
7811	POB CONTRIBUTIONS	16,073	15,300	15,300	16,100	16,100
Total: SPECIAL PROGRAMS		76,034	75,500	75,500	30,200	30,200
Total:		466,228	559,360	572,700	348,800	358,100

Fund/Division: 0015510

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(37.64) %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 5512		REC - YOUTH SPORTS				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	0	0	0	51,800	55,800
4015	ALLOWANCES	0	0	0	200	200
4021	LONGEVITY PAY	0	0	0	400	500
4032	PART-TIME NON-PERS	0	0	0	21,400	21,400
4241	P.E.R.S	0	0	0	12,200	14,000
4242	NON-PERSABLE COMPENSATION	0	0	0	100	200
4244	MEDICAL/DENTAL INSURANCE	0	0	0	11,400	11,400
4245	LONG TERM DISABILITY	0	0	0	100	100
4247	LIFE INSURANCE	0	0	0	100	100
4250	FICA/HOSPITAL INSURANCE	0	0	0	1,100	1,100
4299	VACANCY RATE	0	0	0	-5,100	-5,400
Total: SALARIES & WAGES		0	0	0	93,700	99,400
SUPPLIES						
5210	ATHLETIC	0	0	0	900	1,000
5220	AWARDS	0	0	0	3,000	6,000
5280	UNIFORM	0	0	0	5,200	5,800
Total: SUPPLIES		0	0	0	9,100	12,800
OPERATING EXPENSES						
6169	CONTRACT EMPLOYEES	0	0	0	15,900	17,000
6930	MEMBERSHIP & PUBLICATIONS	0	0	0	3,100	3,500
Total: OPERATING EXPENSES		0	0	0	19,000	20,500
SPECIAL PROGRAMS						
7220	EXCURSIONS/SPECIAL EVENT	0	0	0	2,200	3,000
Total: SPECIAL PROGRAMS		0	0	0	2,200	3,000
Total:		0	0	0	124,000	135,700
Fund/Division: 0015512						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					0.00 %	

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 5520		RECREATION-MUSEUM EDUCATN				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	21,507	21,300	21,900	22,600	24,000
4014	VACATION SELL BACK	232	400	400	0	0
4015	ALLOWANCES	114	100	100	100	100
4021	LONGEVITY PAY	273	300	300	300	700
4030	PART-TIME PERS ONLY	138	0	400	0	0
4032	PART-TIME NON-PERS	9,635	8,000	8,000	8,200	8,200
4241	P.E.R.S	4,836	4,500	4,700	5,600	6,400
4242	NON-PERSABLE COMPENSATION	76	100	100	100	100
4244	MEDICAL/DENTAL INSURANCE	3,031	3,900	3,500	4,200	4,200
4245	LONG TERM DISABILITY	14	0	0	0	0
4247	LIFE INSURANCE	48	100	0	100	100
4250	FICA/HOSPITAL INSURANCE	471	400	500	400	500
4299	VACANCY RATE	0	-1,200	0	-2,100	-2,300
Total: SALARIES & WAGES		40,375	37,900	39,900	39,500	42,000
SUPPLIES						
5110	OFFICE SUPPLIES	300	300	300	300	300
Total: SUPPLIES		300	300	300	300	300
OPERATING EXPENSES						
6169	CONTRACT EMPLOYEES	23,554	20,600	20,600	21,700	21,700
6971	TUITION REIMBURSEMENT	248	0	0	0	0
Total: OPERATING EXPENSES		23,802	20,600	20,600	21,700	21,700
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	3,146	3,100	3,100	3,100	3,100
Total: SPECIAL PROGRAMS		3,146	3,100	3,100	3,100	3,100
Total:		67,623	61,900	63,900	64,600	67,100

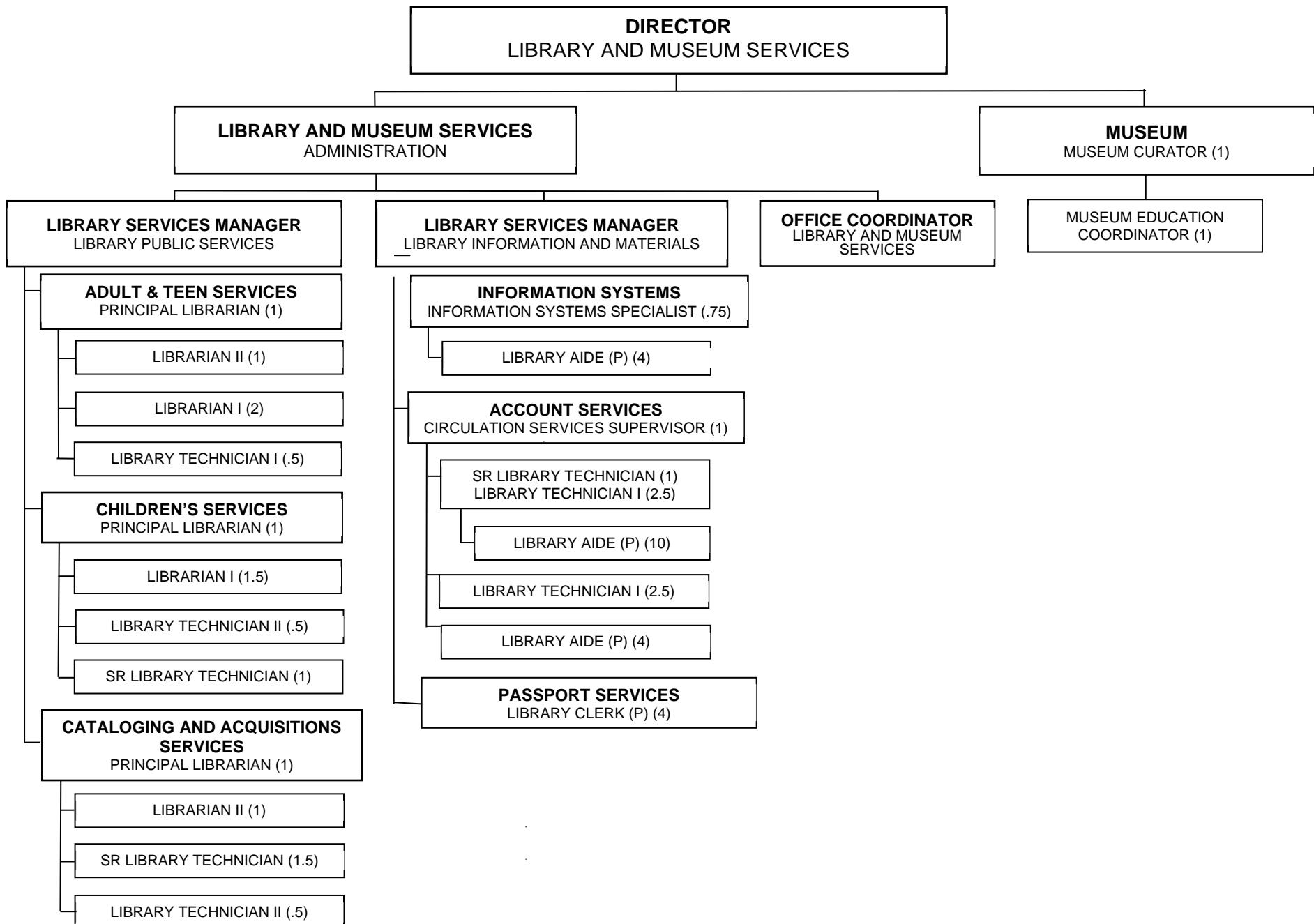
Fund/Division: 0015520

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

4.36 %

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LIBRARY AND MUSEUM SERVICES



LIBRARY AND MUSEUM SERVICES DEPARTMENT

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.

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 2/3 of the Library's workforce due to retirements and vacancies has been a high priority and will continue to be into the FY 2024-2025.

The Public Services Division is made up of Adult and Teen Services, Children's Services, and Cataloging and Acquisitions. 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 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. 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

Library and Museum Services Department - Continued

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. It is also responsible for the invoicing and payment of materials vendors.

Information and Materials Management Division is made up of Account and Shelving Management Services, Information Services, and Passport Services. Community display cases and Auditorium rentals also fall under this division. The Account and Shelving Management Services section is responsible for management of collection inventory flow in and out of the building, processing daily hold requests, library cards, as well as collection housing, account management and payment for lost or overdue items. 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 public computers, printers, copiers, scanner, and 3D printing. Passport Services is a separate service provided for the community and is a self-supporting service.

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.

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 complements school curriculum. This position is also responsible for

Library and Museum Services Department - Continued

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 use this space for community classes.

FY 2024-25 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 and current employees, with emphasis not only on professional training but also safety training.
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 10 seven-year-old public computers with new computers and Windows 11 software as well as 10 monitors.
7. Continue to build 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.
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.

Library and Museum Services Department - Continued

9. Continue Passport Services as an ongoing, separate, cost-recovery service for the community.
10. Maintain the facility, grounds, furnishings, and security to ensure an attractive, safe, and inviting environment for everyone visiting the Library.
11. Provide a robust and diverse collection of books, resources, and programs that meet the needs of Arcadia residents. Provide 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 continuing vacancies, retirements, and promotions.
13. Continue to 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. Continue to build a strong collaboration with the Friends to support Library programming.

Gilb Museum of Arcadia Heritage and Museum Education Center

1. Maintain a safe and friendly space with an engaging mix of services, exhibits, and programs.
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.
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.

Library and Museum Services Department - Continued

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. Maximize the collection space as also a working office space by installing a portable air conditioner.
12. Develop a veteran's banner program to launch in Fall 2024.
13. Continue to assess, make recommendations, and fulfill citywide conservation and preservation of city-owned statues, monuments, and plaques.
14. Continue to develop a strong collaboration with the Friends of the Museum and look for fundraising opportunities to help support a veterans display case for the Veterans Corner.

FY24-25 EMPLOYEE COUNT BY DEPARTMENT

LIBRARY

<i>Position</i>	<i>FTE</i>
Circulation Services Supervisor	1.00
Director of Library/Museum Services	1.00
Historical Museum Curator	1.00
Information System Specialist	0.75
Librarian I	3.50
Librarian II	2.00
Library Services Manager	2.00
Library Technician I	3.00
Library Technician II	1.00
Museum Education Coordinator	1.00
Office Coordinator	1.00
Principal Librarian	3.00
Senior Library Technician	3.50
TOTAL	23.75

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DEPARTMENTAL SUMMARY						
5600 LIBRARY & MUSEUM SERVICES						
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	1,842,937	1,914,400	1,766,900	1,987,800	2,130,800
4011	SPECIALIST PAY	3,120	3,000	3,100	3,000	3,000
4014	VACATION SELL BACK	3,333	4,600	0	1,200	0
4015	ALLOWANCES	1,145	1,300	1,100	1,800	1,800
4020	STABILITY PAY	500	0	0	0	0
4021	LONGEVITY PAY	22,022	18,100	17,400	17,600	18,000
4030	PART-TIME PERS ONLY	18,433	0	0	35,000	35,600
4032	PART-TIME NON-PERS	192,112	311,200	264,800	328,600	315,400
4130	OVERTIME	4,366	4,400	4,400	4,400	0
4241	P.E.R.S	413,940	404,800	375,300	485,700	551,800
4242	NON-PERSABLE COMPENSATION	1,927	1,700	1,900	2,200	2,300
4244	MEDICAL/DENTAL INSURANCE	260,335	323,200	239,000	355,900	355,900
4245	LONG TERM DISABILITY	1,313	2,700	1,400	2,700	2,700
4247	LIFE INSURANCE	2,197	2,500	2,300	2,800	2,900
4250	FICA/HOSPITAL INSURANCE	30,531	29,000	30,300	34,100	36,200
4299	VACANCY RATE	0	-80,200	0	-167,100	-175,700
Total: SALARIES & WAGES		2,798,211	2,940,700	2,707,900	3,095,700	3,280,700
SUPPLIES						
5110	OFFICE SUPPLIES	46,570	58,800	46,500	57,800	60,100
5115	PROGRAM EXPENSES	6,545	16,900	16,900	19,200	19,700
5125	PRINT SHOP	9,750	11,600	11,600	14,000	14,000
5230	BUILDING AND GROUNDS	19,801	21,600	20,100	26,100	26,300
Total: SUPPLIES		82,666	108,900	95,100	117,100	120,100
OPERATING EXPENSES						
6160	CONTRACT SERVICES	309,405	401,700	391,200	416,500	427,100
6210	TELEPHONE	26,697	28,100	11,300	28,400	28,700
6310	MILEAGE	493	800	800	800	400
6505	GENERAL LIABILITY	74,800	79,100	79,100	106,200	111,900
6507	WORKERS' COMPENSATION	49,900	55,700	55,700	59,700	61,500
6611	ELECTRIC	164,704	177,000	198,900	212,800	227,700
6612	GAS	19,278	21,200	8,500	9,100	9,600
6614	WATER	2,285	2,100	4,100	4,100	4,100
6730	OFFICE EQUIPMENT	9,770	40,200	40,200	31,200	29,800
6750	VEHICLE MAINTENANCE	1,706	1,900	1,600	1,900	2,100
6751	VEHICLE FUEL USAGE	330	500	200	500	600
6752	VEHICLE 3RD PARTY SVC	276	200	900	900	1,000
6760	BUILDING REPAIR & MAINT	12,689	17,000	15,000	25,300	17,000
6921	BIBLIOGRAPHIC UTILITIES	31,596	35,500	35,500	36,000	37,300
6922	LIBRARY MATERIALS	217,640	224,300	224,300	227,300	245,600
6923	ELECTRONIC RESOURCES	123,926	118,500	118,500	119,300	153,300
6925	ARTIFACT	2,491	2,500	2,500	2,500	2,500
6930	MEMBERSHIP & PUBLICATIONS	6,623	7,200	5,700	8,100	8,100
6940	OFFICIAL MEETINGS	3,645	15,100	15,100	13,200	13,600
6960	EQUIPMENT REPLACEMENT	328,793	97,200	45,100	87,600	96,800
6970	TRAINING	2,344	10,200	10,200	11,700	11,700
6971	TUITION REIMBURSEMENT	4,126	4,100	4,100	4,100	4,100
6977	EMPLOYEE SUPPORT	1,050	3,200	3,200	3,200	3,200

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
Total: OPERATING EXPENSES		1,394,566	1,343,300	1,271,700	1,410,400	1,497,700
SPECIAL PROGRAMS						
7811 POB CONTRIBUTIONS		268,655	291,600	291,600	269,300	272,700
Total: SPECIAL PROGRAMS		268,655	291,600	291,600	269,300	272,700
Total Division:		4,544,098	4,684,500	4,366,300	4,892,500	5,171,200

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

4.44 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 5601		LIBRARY-ADMIN				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	477,677	494,100	464,500	508,600	544,700
4014	VACATION SELL BACK	99	0	0	0	0
4015	ALLOWANCES	1,145	1,300	1,100	1,800	1,800
4021	LONGEVITY PAY	4,959	4,600	2,600	3,800	3,800
4030	PART-TIME PERS ONLY	1,844	0	0	0	0
4032	PART-TIME NON-PERS	25,511	24,500	24,500	47,500	24,500
4130	OVERTIME	1,397	0	0	0	0
4241	P.E.R.S.	105,318	104,300	95,100	124,500	141,300
4242	NON-PERSABLE COMPENSATION	1,927	1,700	1,900	2,200	2,300
4244	MEDICAL/DENTAL INSURANCE	44,466	62,600	27,100	71,900	71,900
4245	LONG TERM DISABILITY	186	400	200	400	400
4247	LIFE INSURANCE	1,080	1,100	1,100	1,400	1,500
4250	FICA/HOSPITAL INSURANCE	7,972	7,600	7,400	8,100	8,400
4299	VACANCY RATE	0	-21,100	0	-39,600	-39,900
Total: SALARIES & WAGES		673,580	681,100	625,500	730,600	760,700
SUPPLIES						
5110	OFFICE SUPPLIES	7,060	7,200	7,200	7,300	7,600
5115	PROGRAM EXPENSES	1,871	8,600	8,600	8,600	8,900
5125	PRINT SHOP	6,726	6,600	6,600	8,500	8,500
5230	BUILDING AND GROUNDS	18,196	19,300	19,300	23,300	23,300
Total: SUPPLIES		33,853	41,700	41,700	47,700	48,300
OPERATING EXPENSES						
6160	CONTRACT SERVICES	275,247	362,800	362,800	376,100	384,600
6210	TELEPHONE	22,363	23,500	6,500	23,500	23,700
6310	MILEAGE	119	400	400	400	400
6505	GENERAL LIABILITY	74,800	79,100	79,100	106,200	111,900
6507	WORKERS' COMPENSATION	49,900	55,700	55,700	59,700	61,500
6611	ELECTRIC	164,704	177,000	198,900	212,800	227,700
6612	GAS	19,278	21,200	8,500	9,100	9,600
6614	WATER	2,285	2,100	4,100	4,100	4,100
6730	OFFICE EQUIPMENT	3,438	12,600	12,600	17,600	14,300
6750	VEHICLE MAINTENANCE	1,706	1,900	1,600	1,900	2,100
6751	VEHICLE FUEL USAGE	330	500	200	500	600
6752	VEHICLE 3RD PARTY SVC	276	200	900	900	1,000
6760	BUILDING REPAIR & MAINT	8,268	10,000	10,000	12,500	10,000
6930	MEMBERSHIP & PUBLICATIONS	5,425	5,700	5,700	6,600	6,600
6940	OFFICIAL MEETINGS	2,240	11,700	11,700	8,700	8,700
6960	EQUIPMENT REPLACEMENT	328,793	97,200	45,100	87,600	96,800
6970	TRAINING	1,344	8,700	8,700	9,700	9,700
6971	TUITION REIMBURSEMENT	4,126	4,100	4,100	4,100	4,100
6977	EMPLOYEE SUPPORT	1,050	3,200	3,200	3,200	3,200
Total: OPERATING EXPENSES		965,692	877,600	819,800	945,200	980,600
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	68,505	81,200	81,200	68,500	68,500

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
Total:	SPECIAL PROGRAMS	68,505	81,200	81,200	68,500	68,500
Total:		1,741,629	1,681,600	1,568,200	1,792,000	1,858,100
Fund/Division:	0015601					
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					6.57 %	

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 5602		LIBRARY-INFORMATION SYSTEM				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	62,476	60,700	61,800	63,100	65,600
4021	LONGEVITY PAY	546	0	500	0	0
4032	PART-TIME NON-PERS	39,421	53,400	53,400	55,100	56,800
4241	P.E.R.S.	12,934	12,200	12,400	14,800	16,300
4244	MEDICAL/DENTAL INSURANCE	6,582	6,700	6,600	7,300	7,300
4245	LONG TERM DISABILITY	53	100	100	100	100
4247	LIFE INSURANCE	53	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	1,482	900	1,700	1,700	1,800
4299	VACANCY RATE	0	-2,400	0	-7,300	-7,600
Total: SALARIES & WAGES		123,547	131,700	136,600	134,900	140,400
SUPPLIES						
5110	OFFICE SUPPLIES	1,900	500	500	1,500	1,500
Total: SUPPLIES		1,900	500	500	1,500	1,500
OPERATING EXPENSES						
6730	OFFICE EQUIPMENT	1,455	6,700	6,700	3,000	3,000
Total: OPERATING EXPENSES		1,455	6,700	6,700	3,000	3,000
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	8,413	8,700	8,700	8,400	8,400
Total: SPECIAL PROGRAMS		8,413	8,700	8,700	8,400	8,400
Total:		135,315	147,600	152,500	147,800	153,300

Fund/Division: 0015602

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

0.14 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 5603		LIBRARY-SHELVING MGMT				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	3,001	0	1,000	0	0
4030	PART-TIME PERS ONLY	0	0	0	15,000	15,600
4032	PART-TIME NON-PERS	55,536	133,500	133,500	126,200	130,700
4241	P.E.R.S	0	0	600	0	0
4250	FICA/HOSPITAL INSURANCE	849	0	1,500	2,000	2,100
4299	VACANCY RATE	0	0	0	-7,300	-7,500
Total: SALARIES & WAGES		59,386	133,500	136,600	135,900	140,900
SUPPLIES						
5110	OFFICE SUPPLIES	545	4,900	4,900	700	800
Total: SUPPLIES		545	4,900	4,900	700	800
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	0	200	200	0	0
Total: SPECIAL PROGRAMS		0	200	200	0	0
Total:		59,932	138,600	141,700	136,600	141,700

Fund/Division: 0015603

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(1.44) %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 5604		LIBRARY-ACCOUNT SERVICES				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	209,214	232,700	232,500	250,400	273,500
4011	SPECIALIST PAY	0	0	800	1,000	1,000
4021	LONGEVITY PAY	1,681	0	1,300	0	0
4032	PART-TIME NON-PERS	46,733	53,400	53,400	57,000	60,600
4241	P.E.R.S	43,908	46,900	47,300	59,000	68,400
4244	MEDICAL/DENTAL INSURANCE	52,791	60,100	55,800	65,500	65,500
4245	LONG TERM DISABILITY	252	500	300	500	500
4247	LIFE INSURANCE	250	300	300	300	300
4250	FICA/HOSPITAL INSURANCE	4,058	3,400	3,800	4,400	4,900
4299	VACANCY RATE	0	-10,300	0	-22,500	-24,400
Total: SALARIES & WAGES		358,885	387,000	395,500	415,600	450,300
SUPPLIES						
5110	OFFICE SUPPLIES	3,933	4,000	4,000	6,400	6,700
Total: SUPPLIES		3,933	4,000	4,000	6,400	6,700
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	28,560	29,500	29,500	28,600	28,600
Total: SPECIAL PROGRAMS		28,560	29,500	29,500	28,600	28,600
Total:		391,378	420,500	429,000	450,600	485,600
Fund/Division: 0015604						7.16 %
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 5605		LIBRARY-CHILDREN				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	293,583	292,100	278,300	321,900	342,400
4011	SPECIALIST PAY	1,040	1,000	1,000	1,000	1,000
4014	VACATION SELL BACK	0	0	0	1,200	0
4021	LONGEVITY PAY	3,803	2,900	2,700	3,300	3,300
4241	P.E.R.S	66,746	61,800	59,400	79,000	89,000
4244	MEDICAL/DENTAL INSURANCE	42,355	53,500	40,900	58,300	58,300
4245	LONG TERM DISABILITY	221	500	200	500	500
4247	LIFE INSURANCE	219	300	200	300	300
4250	FICA/HOSPITAL INSURANCE	4,418	4,300	4,200	4,700	5,000
4299	VACANCY RATE	0	-12,500	0	-24,200	-25,700
Total: SALARIES & WAGES		412,385	403,900	386,900	446,000	474,100
SUPPLIES						
5110	OFFICE SUPPLIES	3,194	3,200	3,200	3,500	3,700
5115	PROGRAM EXPENSES	1,247	1,200	1,200	2,400	2,500
Total: SUPPLIES		4,441	4,400	4,400	5,900	6,200
OPERATING EXPENSES						
6922	LIBRARY MATERIALS	63,000	65,000	65,000	65,000	70,000
6923	ELECTRONIC RESOURCES	16,393	16,800	16,800	17,300	26,300
Total: OPERATING EXPENSES		79,393	81,800	81,800	82,300	96,300
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	43,415	50,800	50,800	43,400	46,800
Total: SPECIAL PROGRAMS		43,415	50,800	50,800	43,400	46,800
Total:		539,634	540,900	523,900	577,600	623,400
Fund/Division: 0015605						6.78 %
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED	
DIVISION: 5607		LIBRARY-TECHNICAL					
SALARIES & WAGES							
4010	REGULAR EMPLOYEES	310,596	313,300	326,200	340,900	361,700	
4014	VACATION SELL BACK	3,234	0	0	0	0	
4020	STABILITY PAY	500	0	0	0	0	
4021	LONGEVITY PAY	6,535	6,000	7,100	7,200	7,600	
4241	P.E.R.S	71,956	69,100	72,000	87,400	98,400	
4244	MEDICAL/DENTAL INSURANCE	45,534	53,500	48,900	58,300	58,300	
4245	LONG TERM DISABILITY	252	500	300	500	500	
4247	LIFE INSURANCE	250	300	300	300	300	
4250	FICA/HOSPITAL INSURANCE	4,011	4,600	4,900	5,000	5,400	
4299	VACANCY RATE	0	-13,400	0	-25,700	-27,400	
Total: SALARIES & WAGES		442,869	433,900	459,700	473,900	504,800	
SUPPLIES							
5110	OFFICE SUPPLIES	16,709	19,100	19,100	19,800	20,500	
Total: SUPPLIES		16,709	19,100	19,100	19,800	20,500	
OPERATING EXPENSES							
6921	BIBLIOGRAPHIC UTILITIES	31,596	35,500	35,500	36,000	37,300	
6922	LIBRARY MATERIALS	8,908	9,000	9,000	10,000	10,000	
Total: OPERATING EXPENSES		40,504	44,500	44,500	46,000	47,300	
SPECIAL PROGRAMS							
7811	POB CONTRIBUTIONS	46,804	52,200	52,200	46,800	46,800	
Total: SPECIAL PROGRAMS		46,804	52,200	52,200	46,800	46,800	
Total:		546,886	549,700	575,500	586,500	619,400	
Fund/Division: 0015607						6.69 %	
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR							

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 5608		LIBRARY-ADULT				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	369,866	374,300	285,000	368,300	400,300
4011	SPECIALIST PAY	1,040	1,000	300	0	0
4014	VACATION SELL BACK	0	4,600	0	0	0
4021	LONGEVITY PAY	4,497	4,400	2,800	2,200	2,200
4241	P.E.R.S	84,292	80,500	60,200	88,900	102,400
4244	MEDICAL/DENTAL INSURANCE	50,129	60,100	41,600	65,500	65,500
4245	LONG TERM DISABILITY	252	500	200	500	500
4247	LIFE INSURANCE	250	300	200	300	300
4250	FICA/HOSPITAL INSURANCE	5,285	5,600	4,200	5,400	5,800
4299	VACANCY RATE	0	-15,900	0	-27,400	-29,700
Total: SALARIES & WAGES		515,611	515,400	394,500	503,700	547,300
SUPPLIES						
5110	OFFICE SUPPLIES	3,418	7,100	7,100	3,300	3,400
5115	PROGRAM EXPENSES	1,187	2,000	2,000	3,000	3,100
Total: SUPPLIES		4,605	9,100	9,100	6,300	6,500
OPERATING EXPENSES						
6922	LIBRARY MATERIALS	145,732	150,300	150,300	152,300	165,600
6923	ELECTRONIC RESOURCES	107,533	101,700	101,700	102,000	127,000
Total: OPERATING EXPENSES		253,264	252,000	252,000	254,300	292,600
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	54,828	52,800	52,800	54,800	54,800
Total: SPECIAL PROGRAMS		54,828	52,800	52,800	54,800	54,800
Total:		828,309	829,300	708,400	819,100	901,200
Fund/Division: 0015608						(1.23) %
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 5620		LIBRARY-MUSEUM				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	114,835	147,200	116,000	134,600	142,600
4011	SPECIALIST PAY	1,040	1,000	1,000	1,000	1,000
4021	LONGEVITY PAY	0	200	400	1,100	1,100
4032	PART-TIME NON-PERS	10,948	0	0	12,800	12,800
4130	OVERTIME	2,969	4,400	4,400	4,400	0
4241	P.E.R.S	24,075	30,000	23,500	32,100	36,000
4244	MEDICAL/DENTAL INSURANCE	18,479	26,700	18,100	29,100	29,100
4245	LONG TERM DISABILITY	97	200	100	200	200
4247	LIFE INSURANCE	96	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	1,989	2,200	2,100	2,100	2,100
4299	VACANCY RATE	0	-3,800	0	-10,500	-10,900
Total: SALARIES & WAGES		174,530	208,200	165,700	207,000	214,100
SUPPLIES						
5110	OFFICE SUPPLIES	3,072	500	500	2,300	2,400
5115	PROGRAM EXPENSES	2,241	5,100	5,100	5,200	5,200
5125	PRINT SHOP	3,024	5,000	5,000	5,500	5,500
5230	BUILDING AND GROUNDS	426	800	800	1,000	1,000
Total: SUPPLIES		8,763	11,400	11,400	14,000	14,100
OPERATING EXPENSES						
6160	CONTRACT SERVICES	26,587	28,400	28,400	29,200	29,500
6210	TELEPHONE	957	1,000	900	900	900
6310	MILEAGE	374	400	400	400	0
6730	OFFICE EQUIPMENT	4,877	17,900	17,900	7,600	7,500
6760	BUILDING REPAIR & MAINT	3,721	5,000	5,000	6,700	5,000
6925	ARTIFACT	2,491	2,500	2,500	2,500	2,500
6930	MEMBERSHIP & PUBLICATIONS	1,198	1,500	0	1,500	1,500
6940	OFFICIAL MEETINGS	1,405	3,400	3,400	4,500	4,900
6970	TRAINING	1,000	1,500	1,500	2,000	2,000
Total: OPERATING EXPENSES		42,610	61,600	60,000	55,300	53,800
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	15,660	16,200	16,200	15,700	15,700
Total: SPECIAL PROGRAMS		15,660	16,200	16,200	15,700	15,700
Total:		241,563	297,400	253,300	292,000	297,700
Fund/Division: 0015620						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						(1.82) %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 5630	MUSEUM EDUCATION CENTER					
SUPPLIES						
5230 BUILDING AND GROUNDS	1,179	1,500	0	1,800	2,000	
Total: SUPPLIES	1,179	1,500	0	1,800	2,000	
OPERATING EXPENSES						
6160 CONTRACT SERVICES	7,571	10,500	0	11,200	13,000	
6210 TELEPHONE	3,377	3,600	3,900	4,000	4,100	
6730 OFFICE EQUIPMENT	0	3,000	3,000	3,000	5,000	
6760 BUILDING REPAIR & MAINT	699	2,000	0	6,100	2,000	
Total: OPERATING EXPENSES	11,647	19,100	6,900	24,300	24,100	
Total:	12,825	20,600	6,900	26,100	26,100	

Fund/Division: 0015630

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

26.70 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 5640		PASSPORT PROCESSING				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	1,688	0	1,600	0	0
4030	PART-TIME PERS ONLY	16,589	0	0	20,000	20,000
4032	PART-TIME NON-PERS	13,962	46,400	0	30,000	30,000
4241	P.E.R.S	4,711	0	4,800	0	0
4250	FICA/HOSPITAL INSURANCE	468	400	500	700	700
4299	VACANCY RATE	0	-800	0	-2,600	-2,600
Total: SALARIES & WAGES		37,418	46,000	6,900	48,100	48,100
SUPPLIES						
5110	OFFICE SUPPLIES	6,737	12,300	0	13,000	13,500
Total: SUPPLIES		6,737	12,300	0	13,000	13,500
OPERATING EXPENSES						
Total: OPERATING EXPENSES		0	0	0	0	0
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	2,470	0	0	3,100	3,100
Total: SPECIAL PROGRAMS		2,470	0	0	3,100	3,100
Total:		46,625	58,300	6,900	64,200	64,700
Fund/Division: 0015640						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					10.12 %	

Narcotic Seizure

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	200,400	245,400	291,800
Estimated Revenue:			
Police Services	35,000	35,000	35,000
Asset Seizure fund	4,000	4,000	4,000
Interest Earnings	6,000	7,400	8,800
Transfer-In /(AB109 Fund & General Fund)	0	0	0
Total Revenues	45,000	46,400	47,800
Estimated Funds Available	245,400	291,800	339,600
Proposed Expenditures:			
Equipment	0	0	0
F.A.S.T.	0	0	0
Total Expenditures	0	0	0
Ending Fund Balance	245,400	291,800	339,600

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

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	265,600	94,100	96,900
Estimated Revenue:			
C.O.P.S. AB 3229 Funds	0	189,500	197,100
Interest Income	8,000	2,800	2,900
Total Revenues	<u>8,000</u>	<u>192,300</u>	<u>200,000</u>
Estimated Funds Available	273,600	286,400	296,900
Proposed Expenditures:			
Operating Costs	179,500	189,500	197,100
Total Expenditures	<u>179,500</u>	<u>189,500</u>	<u>197,100</u>
Ending Fund Balance	94,100	96,900	99,800

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	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED	
DIVISION: 2112		SLESF - CRIME ANALYST					
SALARIES & WAGES							
4010	REGULAR EMPLOYEES	103,859	103,900	104,900	108,000	112,300	
4021	LONGEVITY PAY	1,114	1,600	1,600	1,600	1,600	
4241	P.E.R.S	22,496	21,300	21,300	25,700	28,400	
4242	NON-PERSABLE COMPENSATION	504	500	500	500	600	
4244	MEDICAL/DENTAL INSURANCE	17,210	17,300	17,200	18,500	18,500	
4245	LONG TERM DISABILITY	53	100	100	100	100	
4247	LIFE INSURANCE	288	300	300	300	400	
4250	FICA/HOSPITAL INSURANCE	1,288	1,500	500	1,600	1,700	
Total: SALARIES & WAGES		146,811	146,500	146,400	156,300	163,600	
SUPPLIES							
5260	FIELDS	10,455	10,000	10,000	10,000	10,000	
Total: SUPPLIES		10,455	10,000	10,000	10,000	10,000	
OPERATING EXPENSES							
6505	GENERAL LIABILITY	2,900	3,100	3,100	4,200	4,400	
6507	WORKERS' COMPENSATION	3,700	4,100	4,100	4,400	4,500	
Total: OPERATING EXPENSES		6,600	7,200	7,200	8,600	8,900	
SPECIAL PROGRAMS							
7811	POB CONTRIBUTIONS	14,540	15,900	15,900	14,600	14,600	
Total: SPECIAL PROGRAMS		14,540	15,900	15,900	14,600	14,600	
Total:		178,406	179,600	179,500	189,500	197,100	

Fund/Division: 0042112

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

5.51 %

Medical/Dental Insurance Fund

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	472,900	472,900	472,900
Estimated Revenue:			
Charges to City Departments	7,231,600	7,231,600	7,231,600
Total Revenues	<u>7,231,600</u>	<u>7,231,600</u>	<u>7,231,600</u>
Estimated Funds Available	7,704,500	7,704,500	7,704,500
Proposed Expenditures:			
Claims & Administration	3,500,000	3,500,000	3,500,000
Transfer to General Fund	3,731,600	3,731,600	3,731,600
Total Expenditures	<u>7,231,600</u>	<u>7,231,600</u>	<u>7,231,600</u>
Ending Fund Balance	472,900	472,900	472,900

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	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION:	MEDICAL/DENTAL					
OPERATING EXPENSES						
6995	GENERAL FUND CHARGES	1,500	1,600	1,600	1,600	1,600
Total: OPERATING EXPENSES		1,500	1,600	1,600	1,600	1,600
SPECIAL PROGRAMS						
7344	CLAIMS & ADMINISTRATIVE	3,744,030	4,230,000	3,500,000	3,500,000	3,500,000
7345	MEDICAL/DENTAL CLAIMS	206,794	474,600	230,000	230,000	230,000
Total: SPECIAL PROGRAMS		3,950,823	4,704,600	3,730,000	3,730,000	3,730,000
Total:		3,952,323	4,706,200	3,731,600	3,731,600	3,731,600
Fund/Division:	OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					
						(20.71) %

High School Law Enforcement

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	0	1,600	30,700
Estimated Revenue:			
Grants	0	0	0
School District	110,000	130,000	135,000
General Fund Contribution	135,200	165,000	170,000
Total Revenues	245,200	295,000	305,000
Estimated Funds Available	245,200	296,600	335,700
Proposed Expenditures:			
Operating Costs	243,600	265,900	270,200
Total Expenditures	243,600	265,900	270,200
Ending Fund Balance	1,600	30,700	65,500

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	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 2112		LLEBG HIGH SCHOOL				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	110,177	110,700	114,500	120,300	126,300
4011	SPECIALIST PAY	11,487	7,300	7,800	7,800	7,800
4014	VACATION SELL BACK	0	5,900	5,900	6,200	6,200
4021	LONGEVITY PAY	1,093	0	1,100	1,100	1,100
4130	OVERTIME	4,039	3,100	3,100	3,100	3,100
4138	HOLIDAY PAY	4,420	4,500	4,500	5,000	5,200
4241	P.E.R.S.	50,298	53,400	49,900	58,400	55,900
4242	NON-PERSABLE COMPENSATION	0	1,200	0	1,200	1,200
4244	MEDICAL/DENTAL INSURANCE	13,367	15,800	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	1,847	1,900	1,900	2,000	2,100
Total: SALARIES & WAGES		196,949	204,100	202,400	221,200	225,000
SUPPLIES						
5280	UNIFORM	1,000	1,300	1,300	1,300	1,300
Total: SUPPLIES		1,000	1,300	1,300	1,300	1,300
OPERATING EXPENSES						
6505	GENERAL LIABILITY	3,900	4,100	4,100	5,500	5,800
6507	WORKERS' COMPENSATION	4,400	4,900	4,900	5,200	5,400
Total: OPERATING EXPENSES		8,300	9,000	9,000	10,700	11,200
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	32,509	30,900	30,900	32,700	32,700
Total: SPECIAL PROGRAMS		32,509	30,900	30,900	32,700	32,700
Total:		238,759	245,300	243,600	265,900	270,200

Fund/Division: 0062112

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

8.40 %

IRS Task Force

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	465,400	479,400	493,800
Estimated Revenue:			
Interest Earnings	14,000	14,400	14,800
Asset Seizure Revenue	0	0	0
Total Revenues	14,000	14,400	14,800
Estimated Funds Available	479,400	493,800	508,600
Proposed Expenditures:			
Operating Expenses	0	0	0
Total Expenditures	0	0	0
Ending Fund Balance	479,400	493,800	508,600

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

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	5,176,600	5,875,100	6,051,400
Estimated Revenue:			
Charges to City Departments - Worker's Compensation	1,514,300	1,618,600	1,669,100
Charges to City Departments - General Liability	1,430,600	1,916,400	2,020,800
Misc. Reimbursement	0	0	0
Interest Earnings	155,300	176,300	181,500
Total Revenues	3,100,200	3,711,300	3,871,400
Estimated Funds Available	8,276,800	9,586,400	9,922,800
Proposed Expenditures:			
Claims & Administration	279,000	311,600	342,000
Reinsurance	1,125,200	1,387,600	1,482,100
Operating Costs	997,500	1,835,800	1,865,800
Total Expenditures	2,401,700	3,535,000	3,689,900
Ending Fund Balance	5,875,100	6,051,400	6,232,900

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	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 9901		WORKERS COMPENSATION				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	101,768	97,200	105,900	107,900	118,400
4014	VACATION SELL BACK	625	0	0	0	0
4015	ALLOWANCES	476	500	300	200	200
4021	LONGEVITY PAY	191	200	200	300	500
4241	P.E.R.S	22,467	19,900	21,600	25,400	29,600
4242	NON-PERSABLE COMPENSATION	492	500	500	500	600
4244	MEDICAL/DENTAL INSURANCE	16,119	17,900	16,100	17,800	17,800
4245	LONG TERM DISABILITY	54	100	100	100	100
4247	LIFE INSURANCE	284	300	300	300	400
4250	FICA/HOSPITAL INSURANCE	1,593	1,400	1,700	1,600	1,700
Total: SALARIES & WAGES		144,069	138,000	146,700	154,100	169,300
SUPPLIES						
Total: SUPPLIES		0	0	0	0	0
OPERATING EXPENSES						
6160	CONTRACT SERVICES	52,268	55,000	76,800	108,000	138,000
6551	CLAIMS & CLAIMS EXPENSE	-14	900,000	715,000	900,000	900,000
6571	W/C CITY MANAGER	9,200	0	0	0	0
6577	POLICE W/C	669,149	0	0	0	0
6578	FIRE W/C	461,621	0	0	0	0
6579	MAINTENANCE SERVICE W/C	25,092	0	0	0	0
6583	RECREATION W/C	19,725	0	0	0	0
6584	LIBRARY W/C	654	0	0	0	0
6587	WATER W/C	38,896	0	0	0	0
6930	MEMBERSHIP & PUBLICATIONS	0	300	300	400	400
6940	OFFICIAL MEETINGS	0	900	0	1,000	1,000
Total: OPERATING EXPENSES		1,276,593	956,200	792,100	1,009,400	1,039,400
SPECIAL PROGRAMS						
7321	REINSURANCE	254,891	295,000	298,700	331,500	331,500
7323	ADMINISTRATION	102,630	107,000	105,800	109,000	114,300
7811	POB CONTRIBUTIONS	14,614	18,100	18,100	14,600	14,600
Total: SPECIAL PROGRAMS		372,135	420,100	422,600	455,100	460,400
Total:		1,792,797	1,514,300	1,361,400	1,618,600	1,669,100

Fund/Division: 0089901

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

6.89 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 9902		LIABILITY				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	74,614	71,400	76,900	110,500	120,900
4014	VACATION SELL BACK	625	0	0	0	0
4015	ALLOWANCES	476	500	300	200	200
4021	LONGEVITY PAY	191	200	200	400	600
4241	P.E.R.S	16,298	14,700	15,600	26,000	30,300
4242	NON-PERSABLE COMPENSATION	360	400	400	600	600
4244	MEDICAL/DENTAL INSURANCE	9,135	11,000	8,900	17,800	17,800
4245	LONG TERM DISABILITY	33	100	0	100	100
4247	LIFE INSURANCE	201	200	200	300	400
4250	FICA/HOSPITAL INSURANCE	1,155	1,000	1,200	1,600	1,800
Total: SALARIES & WAGES		103,087	99,500	103,700	157,500	172,700
OPERATING EXPENSES						
6551	CLAIMS & CLAIMS EXPENSE	153,161	600,000	205,000	825,000	825,000
6930	MEMBERSHIP & PUBLICATIONS	517	400	400	400	400
6940	OFFICIAL MEETINGS	1,631	700	0	1,000	1,000
Total: OPERATING EXPENSES		155,310	601,100	205,400	826,400	826,400
SPECIAL PROGRAMS						
7321	REINSURANCE	558,096	680,000	680,000	880,700	968,800
7323	ADMINISTRATION	38,288	39,500	40,700	41,200	42,300
7811	POB CONTRIBUTIONS	10,601	10,500	10,500	10,600	10,600
Total: SPECIAL PROGRAMS		606,984	730,000	731,200	932,500	1,021,700
Total:		865,381	1,430,600	1,040,300	1,916,400	2,020,800

Fund/Division: 0089902

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

33.96 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
Total Fund: 008		2,658,178	2,944,900	2,401,700	3,535,000	3,689,900

Homeland Security Fund

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	(81,700)	0	0
Estimated Revenue:			
Homeland Security	81,700	0	0
Total Revenues	<u>81,700</u>	<u>0</u>	<u>0</u>
Estimated Funds Available	0	0	0
Proposed Expenditures:			
Equipment	0	0	0
Total Expenditures	<u>0</u>	<u>0</u>	<u>0</u>
Ending Fund Balance	0	0	0

Purpose of Funds:

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

Library State Grant

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	600	600	600
Estimated Revenue:			
Public Library Fund	0	0	0
Interests	0	0	0
Total Revenues	<hr/> 0	<hr/> 0	<hr/> 0
Estimated Funds Available	600	600	600
Proposed Expenditures:			
Expenditures	0	0	0
Total Expenditures	<hr/> 0	<hr/> 0	<hr/> 0
Ending Fund Balance	600	600	600

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

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	(230,200)	0	0
Estimated Revenue:			
Grant Revenue	498,700	373,500	377,800
Total Revenues	<u>498,700</u>	<u>373,500</u>	<u>377,800</u>
Estimated Funds Available	268,500	373,500	377,800
Proposed Expenditures:			
Operating Expenses	268,500	373,500	377,800
Total Expenditures	<u>268,500</u>	<u>373,500</u>	<u>377,800</u>
Ending Fund Balance	0	0	0

Purpose of Funds:

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

Office of Traffic Safety Grant

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	(3,900)	0	0
Estimated Revenue:			
Grant Revenue	28,100	99,300	99,300
Total Revenues	<hr/> 28,100	99,300	99,300
Estimated Funds Available	24,200	99,300	99,300
Proposed Expenditures:			
Operating Expenses	24,200	99,300	99,300
Total Expenditures	<hr/> 24,200	99,300	99,300
Ending Fund Balance	0	0	0

Purpose of Funds:

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

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 2112	OTS GRANT					
SALARIES & WAGES						
4130	OVERTIME	13,468	71,000	20,000	71,000	71,000
4250	FICA/HOSPITAL INSURANCE	195	1,000	200	1,000	1,000
Total: SALARIES & WAGES		13,663	72,000	20,200	72,000	72,000
SUPPLIES						
5260	FIELDS	996	2,800	2,000	22,800	22,800
Total: SUPPLIES		996	2,800	2,000	22,800	22,800
OPERATING EXPENSES						
6970	TRAINING	0	4,500	2,000	4,500	4,500
Total: OPERATING EXPENSES		0	4,500	2,000	4,500	4,500
Total:		14,659	79,300	24,200	99,300	99,300
Fund/Division: 0162112						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						25.22 %

CALIFORNIA OES HSGP

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	0	0	0
Estimated Revenue:			
OES Grant Revenue	72,000	46,000	46,000
Total Revenues	<hr/> 72,000	46,000	46,000
Estimated Funds Available	72,000	46,000	46,000
Proposed Expenditures:			
Operating Expenses	72,000	46,000	46,000
Total Expenditures	<hr/> 72,000	46,000	46,000
Ending Fund Balance	0	0	0

Purpose of Funds:

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

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 2112	CAL OES HSGP					
SUPPLIES						
5260 FIELDS		0	72,000	72,000	46,000	46,000
Total: SUPPLIES		0	72,000	72,000	46,000	46,000
Total:		0	72,000	72,000	46,000	46,000
Fund/Division: 0172112	OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					
						(36.11) %

LA COUNTY TASKFORCE FOR AUTOTHEFT PREVENTION

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	0	0	0
Estimated Revenue:			
Grant Revenue	0	0	0
Total Revenues	0	0	0
Estimated Funds Available	0	0	0
Proposed Expenditures:			
Operating Expenses	0	0	0
Total Expenditures	0	0	0
Ending Fund Balance	0	0	0

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.

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

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	0	0	0
Estimated Revenue:			
Transfer from City Hall Reserve	0	0	0
Total Revenues	<hr/> 0	0	0
Estimated Funds Available	0	0	0
Proposed Expenditures:			
Contribution to PERS	0	0	0
Total Expenditures	<hr/> 0	0	0
Ending Fund Balance	0	0	0

Purpose of Funds:

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

Emergency Reserve Fund

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	15,323,600	15,323,600	15,323,600
Estimated Revenue:			
Federal Grants	0	0	0
Transfer-in General Fund	0	0	0
Total Revenues	<hr/> 0	<hr/> 0	<hr/> 0
Estimated Funds Available	15,323,600	15,323,600	15,323,600
Proposed Expenditures:			
Covid-19 Response	0	0	0
Total Expenditures	<hr/> 0	<hr/> 0	<hr/> 0
Ending Fund Balance	15,323,600	15,323,600	15,323,600

Purpose of Funds:

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

Emergency Response Fund

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	2,790,900	2,790,900	2,790,900
Estimated Revenue:			
Donations	0	0	0
Federal Grants	0	0	0
Insurance Settlements	0	0	0
Total Revenues	<u>0</u>	<u>0</u>	<u>0</u>
Estimated Funds Available	2,790,900	2,790,900	2,790,900
Proposed Expenditures:			
Covid-19 Response	0	0	0
Winter Storm Response	0	0	0
Total Expenditures	<u>0</u>	<u>0</u>	<u>0</u>
Ending Fund Balance	<u>2,790,900</u>	<u>2,790,900</u>	<u>2,790,900</u>

Purpose of Funds:

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

America Rescue Plan Act

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	7,841,800	2,693,200	1,039,600
Estimated Revenue:			
Donations	0	0	0
Federal Grants	0	0	0
Transfer-in			
Interest Earnings	235,300	80,800	31,200
Total Revenues	<u>0</u>	<u>0</u>	<u>0</u>
Estimated Funds Available	7,841,800	2,693,200	1,039,600
Proposed Expenditures:			
ARPA Programs	889,000	203,600	180,600
Capital/Equipment	4,259,600	1,450,000	820,000
Total Expenditures	<u>5,148,600</u>	<u>1,653,600</u>	<u>1,000,600</u>
Ending Fund Balance	<u>2,693,200</u>	<u>1,039,600</u>	<u>39,000</u>

Purpose of Funds:

Account for Federal America Rescue Plan Funds

Public, Educational & Governmental Access

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	1,095,200	1,198,100	1,304,000
Estimated Revenue:			
PEG	70,000	70,000	70,000
Interest Earnings	32,900	35,900	39,100
Total Revenues	102,900	105,900	109,100
Estimated Funds Available	1,198,100	1,304,000	1,413,100
Proposed Expenditures:			
Capital Improvement Project	0	0	0
Operating Costs	0	0	0
Total Expenditures	0	0	0
Ending Fund Balance	1,198,100	1,304,000	1,413,100

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

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	8,517,900	2,858,200	3,818,900
Estimated Revenue:			
Dwelling Unit Fees	1,500,000	875,000	1,100,000
Grants	0	0	0
Interest Earnings	255,500	85,700	114,600
Total Revenues	1,755,500	960,700	1,214,600
Estimated Funds Available	10,273,400	3,818,900	5,033,500
Proposed Expenditures:			
General Fund Overhead	34,200	0	0
Capital Projects	7,381,000	0	0
Total Expenditures	7,415,200	0	0
Ending Fund Balance	2,858,200	3,818,900	5,033,500

Purpose of Funds:

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

Fire Facilities Impact Fee

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	0	183,000	302,500
Estimated Revenue:			
Dwelling Unit Fees	183,000	175,000	175,000
Grants	0	0	0
Interest Earnings	0	5,500	9,100
Total Revenues	183,000	180,500	184,100
Estimated Funds Available	183,000	363,500	486,600
Proposed Expenditures:			
Capital/Equipment	0	61,000	52,000
Total Expenditures	0	61,000	52,000
Ending Fund Balance	183,000	302,500	434,600

Purpose of Funds:

The Fire Facilities Fund was created for the acquisition, improvement, and maintenance of fire facilities to address new growth and development in the City.

Used Oil Grant

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	5,200	4,400	(3,600)
Estimated Revenue:			
Used Oil Grant	8,000	8,000	8,000
Interest Earnings	0	0	0
Total Revenues	<u>8,000</u>	<u>8,000</u>	<u>8,000</u>
Estimated Funds Available	13,200	12,400	4,400
Proposed Expenditures:			
Operating Costs	8,800	16,000	8,000
Total Expenditures	<u>8,800</u>	<u>16,000</u>	<u>8,000</u>
Ending Fund Balance	4,400	(3,600)	(3,600)

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	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 3340	USED OIL GRANT					
SUPPLIES		0	0	0	0	0
SPECIAL PROGRAMS						
7251	PROGRAM EXP OPP7-16-0046	0	0	0	8,000	8,000
7252	PROGRAM EXP OPP8-17-0046	8,191	0	0	0	0
7253	PROGRAM EXP OPP9-18-0046	4,209	7,000	8,800	0	0
7254	PROGRAM EXP OPP10-19-0046	0	0	0	8,000	0
Total: SPECIAL PROGRAMS		12,400	7,000	8,800	16,000	8,000
Total:		12,400	7,000	8,800	16,000	8,000
Fund/Division: 1123340						128.57 %
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						

DOC Beverage Grant

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	71,100	72,900	74,800
Estimated Revenue:			
Grant	14,200	14,200	14,200
Interest Earnings	2,100	2,200	2,200
Total Revenues	<u>16,300</u>	<u>16,400</u>	<u>16,400</u>
Estimated Funds Available	87,400	89,300	91,200
Proposed Expenditures:			
Operating Costs	14,500	14,500	14,500
Total Expenditures	<u>14,500</u>	<u>14,500</u>	<u>14,500</u>
Ending Fund Balance	72,900	74,800	76,700

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	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 3340	DOC BEVERAGE					
SUPPLIES						
5115 PROGRAM EXPENSES		0	14,500	14,500	14,500	14,500
Total: SUPPLIES		0	14,500	14,500	14,500	14,500
Total:		0	14,500	14,500	14,500	14,500
Fund/Division: 1143340	OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					
						0.00 %

Traffic Safety Fund

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	0	0	0
Estimated Revenue:			
Miscellaneous Fines	20,000	23,000	23,000
Parking Citations	120,000	120,000	120,000
Total Revenues	140,000	143,000	143,000
Estimated Funds Available	140,000	143,000	143,000
Proposed Expenditures:			
Transfer to General Fund	140,000	143,000	143,000
Total Expenditures	140,000	143,000	143,000
Ending Fund Balance	0	0	0

Purpose of Funds:

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

Solid Waste Fund

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	2,172,100	2,119,600	2,072,500
Estimated Revenue:			
Solid Waste Assessments	570,000	585,000	585,000
Waste Management Administrative fees	130,000	130,000	130,000
Interest Earnings	65,200	63,600	62,200
Total Revenues	<u>765,200</u>	<u>778,600</u>	<u>777,200</u>
Estimated Funds Available	2,937,300	2,898,200	2,849,700
Proposed Expenditures:			
Operating Costs	517,700	525,700	502,000
Transfer to General fund	300,000	300,000	300,000
Total Expenditures	<u>817,700</u>	<u>825,700</u>	<u>802,000</u>
Ending Fund Balance	<u>2,119,600</u>	<u>2,072,500</u>	<u>2,047,700</u>

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	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 1901		SOLID WASTE				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	116,113	152,000	160,000	167,000	182,300
4011	SPECIALIST PAY	104	100	100	100	100
4014	VACATION SELL BACK	1,714	2,000	1,500	2,000	2,000
4015	ALLOWANCES	516	500	500	500	500
4021	LONGEVITY PAY	1,344	1,500	1,000	1,100	1,100
4032	PART-TIME NON-PERS	0	14,100	0	14,600	15,000
4241	P.E.R.S	26,081	31,600	33,000	40,200	46,500
4242	NON-PERSABLE COMPENSATION	508	700	700	800	800
4244	MEDICAL/DENTAL INSURANCE	15,537	27,300	18,400	29,200	29,200
4245	LONG TERM DISABILITY	60	200	100	200	200
4247	LIFE INSURANCE	299	500	400	500	500
4250	FICA/HOSPITAL INSURANCE	1,736	2,400	2,400	2,600	2,900
Total: SALARIES & WAGES		164,012	232,900	218,100	258,800	281,100
SUPPLIES						
5110	OFFICE SUPPLIES	2,584	3,000	3,000	3,000	3,000
5115	PROGRAM EXPENSES	0	82,300	82,300	50,000	0
5125	PRINT SHOP	16,211	14,500	14,500	14,500	14,500
5260	FIELDS	3,632	5,000	5,000	5,000	5,000
Total: SUPPLIES		22,428	104,800	104,800	72,500	22,500
OPERATING EXPENSES						
6160	CONTRACT SERVICES	58,925	57,000	57,000	61,000	61,000
6505	GENERAL LIABILITY	6,100	6,500	6,500	8,700	9,200
6507	WORKERS' COMPENSATION	7,800	8,700	8,700	9,300	9,600
6750	VEHICLE MAINTENANCE	1,581	1,400	1,200	1,400	1,600
6751	VEHICLE FUEL USAGE	1,259	1,000	1,500	1,500	1,700
6752	VEHICLE 3RD PARTY SVC	279	500	400	500	600
6902	DISPOSAL CHARGES	2,209	2,000	2,000	2,000	2,000
6930	MEMBERSHIP & PUBLICATIONS	745	700	700	700	700
6940	OFFICIAL MEETINGS	281	500	500	500	500
6970	TRAINING	865	2,400	2,400	2,400	2,400
6995	GENERAL FUND CHARGES	83,500	86,800	86,800	89,400	92,100
Total: OPERATING EXPENSES		163,543	167,500	167,700	177,400	181,400
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	16,815	27,100	27,100	17,000	17,000
Total: SPECIAL PROGRAMS		16,815	27,100	27,100	17,000	17,000
Total:		366,799	532,300	517,700	525,700	502,000
Fund/Division: 1181901		OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				
		(1.24) %				

Measure W - Safe Clean Water Program

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	1,871,200	2,670,100	3,135,000
Estimated Revenue:			
Local Return Allocation	1,025,000	1,015,000	1,015,000
Grants	0	0	0
Interest Earnings	56,100	80,100	94,100
Total Revenues	1,081,100	1,095,100	1,109,100
Estimated Funds Available	2,952,300	3,765,200	4,244,100
Proposed Expenditures:			
Operating Costs	132,200	132,200	132,200
Capital Projects	150,000	498,000	558,000
Total Expenditures	282,200	630,200	690,200
Ending Fund Balance	2,670,100	3,135,000	3,553,900

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

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	5,698,900	5,869,900	6,046,000
Estimated Revenue:			
Interest Earnings	171,000	176,100	181,400
Total Revenues	<u>171,000</u>	<u>176,100</u>	<u>181,400</u>
Estimated Funds Available	5,869,900	6,046,000	6,227,400
Proposed Expenditures:			
Operating Costs	0	0	0
Capital Projects	0	0	0
Total Expenditures	<u>0</u>	<u>0</u>	<u>0</u>
Ending Fund Balance	5,869,900	6,046,000	6,227,400

Purpose of Funds:

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

State Gas Tax Fund

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	(451,000)	(327,300)	(179,300)
Estimated Revenue:			
Gas Tax - Section 2106	199,700	203,600	203,600
Gas Tax - Section 2107	473,100	482,700	482,700
Gas Tax - Section 2107.5	7,500	7,500	7,500
Gas Tax - Section 2103	500,900	505,200	505,200
Gas Tax - Section 2105	346,300	353,200	353,200
Loan Repayment, SB1	0	0	0
Interest Earnings	0	0	0
Total Revenues	1,527,500	1,552,200	1,552,200
Estimated Funds Available	1,076,500	1,224,900	1,372,900
Proposed Expenditures:			
Operating Expense	3,800	4,200	4,200
Transfer to General Fund for Street			
Maintenance	1,400,000	1,400,000	1,400,000
Capital Projects	0	0	0
Total Expenditures	1,403,800	1,404,200	1,404,200
Ending Fund Balance	(327,300)	(179,300)	(31,300)

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)

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	1,601,400	1,811,500	2,121,900
Estimated Revenue:			
Account - Section 2030	1,362,100	1,456,100	1,456,100
Interest Earnings	48,000	54,300	63,700
Total Revenues	<u>1,410,100</u>	<u>1,510,400</u>	<u>1,519,800</u>
Estimated Funds Available	3,011,500	3,321,900	3,641,700
Proposed Expenditures:			
Capital Projects	1,200,000	1,200,000	1,200,000
Total Expenditures	<u>1,200,000</u>	<u>1,200,000</u>	<u>1,200,000</u>
Ending Fund Balance	1,811,500	2,121,900	2,441,700

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

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	212,500	186,300	243,100
Revenue From Other Agencies AB 2766	73,800	73,800	73,800
Interest Earnings	6,400	5,600	7,300
Total Revenues	80,200	79,400	81,100
Estimated Funds Available	292,700	265,700	324,200
Proposed Expenditures:			
Equipment Purchases	86,000	0	0
Operating Costs	20,400	22,600	22,700
Total Expenditures	106,400	22,600	22,700
Ending Fund Balance	186,300	243,100	301,500

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	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 4103	AQMD - PLANNING					
SUPPLIES						
5115	PROGRAM EXPENSES	10,234	20,000	18,000	20,000	20,000
Total: SUPPLIES		10,234	20,000	18,000	20,000	20,000
OPERATING EXPENSES						
6505	GENERAL LIABILITY	400	400	400	500	600
6940	OFFICIAL MEETINGS	410	500	500	600	600
6995	GENERAL FUND CHARGES	1,400	1,500	1,500	1,500	1,500
Total: OPERATING EXPENSES		2,210	2,400	2,400	2,600	2,700
Total:		12,444	22,400	20,400	22,600	22,700

Fund/Division: 1514103

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

0.89 %

Community Development Block Grant Fund

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	(9,600)	0	28,800
Estimated Revenue:			
Misc. Income	24,300	28,800	28,800
Block Grant Funds	274,100	370,100	372,100
Total Revenues	<hr/> 298,400	398,900	400,900
Estimated Funds Available	288,800	398,900	429,700
Proposed Expenditures:			
Housing Rehabilitation	190,900	292,700	294,700
Senior Information Services	20,500	21,000	21,000
Senior Meals	62,700	56,400	56,400
Capital Project	0	0	0
Total Expenditures	<hr/> 274,100	370,100	372,100
Ending Fund Balance	<hr/>14,700	28,800	57,600

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	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 4307		C D B G-HOUSING				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	2,955	4,600	4,800	4,700	5,200
4014	VACATION SELL BACK	0	0	100	100	100
4021	LONGEVITY PAY	38	100	100	100	100
4241	P.E.R.S	667	900	1,000	1,100	1,300
4242	NON-PERSABLE COMPENSATION	15	0	0	0	0
4244	MEDICAL/DENTAL INSURANCE	536	900	900	900	900
4245	LONG TERM DISABILITY	2	0	0	0	0
4247	LIFE INSURANCE	9	0	0	0	0
4250	FICA/HOSPITAL INSURANCE	47	100	100	100	100
Total: SALARIES & WAGES		4,270	6,600	7,000	7,000	7,700
SUPPLIES						
5110	OFFICE SUPPLIES	563	500	500	500	500
5118	HOUSING IMPROVEMENT	132,568	190,000	140,000	240,000	240,000
5125	PRINT SHOP	0	200	100	200	200
Total: SUPPLIES		133,131	190,700	140,600	240,700	240,700
OPERATING EXPENSES						
6160	CONTRACT SERVICES	38,304	43,300	43,300	44,600	45,900
Total: OPERATING EXPENSES		38,304	43,300	43,300	44,600	45,900
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	437	0	0	400	400
Total: SPECIAL PROGRAMS		437	0	0	400	400
Total:		176,142	240,600	190,900	292,700	294,700
Fund/Division: 1524307						21.65 %
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 5507	C D B G-SENIOR I & R					
SALARIES & WAGES						
Total: SALARIES & WAGES		0	0	0	0	0
SUPPLIES						
5110 OFFICE SUPPLIES		974	1,000	1,000	1,000	1,000
5125 PRINT SHOP		19,500	19,500	19,500	20,000	20,000
Total: SUPPLIES		20,474	20,500	20,500	21,000	21,000
Total:		20,474	20,500	20,500	21,000	21,000
Fund/Division: 1525507						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						2.44 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 5511		CDBG-SENIOR MEALS				
SALARIES & WAGES						
4032	PART-TIME NON-PERS	3,697	4,000	4,000	4,000	4,000
4250	FICA/HOSPITAL INSURANCE	54	100	0	0	0
Total: SALARIES & WAGES		3,751	4,100	4,000	4,000	4,000
SUPPLIES						
5116	SENIOR MEAL PROGRAM	74,400	58,700	58,700	52,400	52,400
Total: SUPPLIES		74,400	58,700	58,700	52,400	52,400
SPECIAL PROGRAMS						
Total: SPECIAL PROGRAMS		0	0	0	0	0
Total:		78,151	62,800	62,700	56,400	56,400
Fund/Division: 1525511		OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				
		(10.19) %				

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
Total Fund: 152		274,767	323,900	274,100	370,100	372,100

Santa Anita Grade Separation

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	724,100	745,800	768,200
Estimated Revenue:			
Grants	0	0	0
Interest Earnings	21,700	22,400	23,000
Total Revenues	<u>21,700</u>	<u>22,400</u>	<u>23,000</u>
Estimated Funds Available	745,800	768,200	791,200
Proposed Expenditures:			
Gold Line Capital projects	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>
Ending Fund Balance	745,800	768,200	791,200

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

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	(125,500)	127,600	(326,300)
Estimated Operating Funds:			
Prop C 40% Muni Op Improvement	69,400	68,500	68,500
TDA Article 4	560,000	463,000	463,000
Bus System Improvement Plan (BSIP)	24,500	25,200	25,200
Foothill Transit Mitigation	17,400	14,500	14,500
State Transit Assistance	69,000	29,400	29,400
Transit Security	8,100	6,500	6,500
Prop A 40% Discretionary	241,000	233,000	233,000
Measure R 20% Bus operation	221,700	188,700	188,700
Measure M 20% Bus operation	221,500	188,700	188,700
Transfer from Prop A Fund	1,352,600	1,141,300	1,192,900
Transfer from Measure R Fund	901,700	760,900	795,300
Fare Box Receipts	4,000	4,000	4,000
Transit Passes	1,000	1,000	1,000
Total Operating	3,691,900	3,124,700	3,210,700
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	3,566,400	3,252,300	2,884,400
Proposed Expenditures:			
New Buses purchase	0	0	0
Operating Costs	3,438,800	3,578,600	3,687,600
Total Expenditures	3,438,800	3,578,600	3,687,600
Ending Fund Balance	127,600	(326,300)	(803,200)

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	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 4701		TRANSIT-ADMIN				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	129,307	130,400	132,800	136,800	148,000
4013	VACATION PAY OFF	12,717	0	0	0	0
4014	VACATION SELL BACK	684	1,500	2,200	2,500	2,500
4015	ALLOWANCES	516	500	500	500	500
4021	LONGEVITY PAY	1,521	200	1,300	200	200
4032	PART-TIME NON-PERS	0	0	0	7,500	7,500
4241	P.E.R.S	29,994	26,800	27,300	32,700	37,500
4242	NON-PERSABLE COMPENSATION	581	600	600	600	700
4244	MEDICAL/DENTAL INSURANCE	18,553	21,900	18,700	23,500	23,500
4245	LONG TERM DISABILITY	65	100	100	100	100
4247	LIFE INSURANCE	338	400	300	400	400
4250	FICA/HOSPITAL INSURANCE	2,059	1,900	2,100	2,000	2,200
Total: SALARIES & WAGES		196,335	184,300	185,900	206,800	223,100
SUPPLIES						
5110	OFFICE SUPPLIES	276	500	500	600	600
5125	PRINT SHOP	1,505	2,000	2,000	2,000	2,000
Total: SUPPLIES		1,781	2,500	2,500	2,600	2,600
OPERATING EXPENSES						
6353	PROFESSIONAL & TECHNICAL	10,348	50,000	50,000	30,000	30,000
6355	CONTRACT OPERATIONS	2,863,961	3,006,000	3,006,000	3,124,000	3,210,000
6505	GENERAL LIABILITY	40,200	42,500	42,500	57,000	60,100
6507	WORKERS' COMPENSATION	3,500	3,900	3,900	4,200	4,300
6730	OFFICE EQUIPMENT	0	0	0	700	0
6910	AUDIT	2,000	2,100	2,000	2,100	2,100
6930	MEMBERSHIP & PUBLICATIONS	2,000	3,700	3,700	3,700	3,700
6940	OFFICIAL MEETINGS	30	700	700	2,900	2,900
6990	DEPRECIATION	451,888	0	0	0	0
6995	GENERAL FUND CHARGES	129,400	134,600	134,600	138,600	142,800
Total: OPERATING EXPENSES		3,503,327	3,243,500	3,243,400	3,363,200	3,455,900
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	6,386	7,000	7,000	6,000	6,000
7990	PENSION LIB ACCRUAL	-28,364	0	0	0	0
Total: SPECIAL PROGRAMS		-21,978	7,000	7,000	6,000	6,000
Total:		3,679,465	3,437,300	3,438,800	3,578,600	3,687,600
Fund/Division: 1544701						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						4.11 %

Proposition "A" Local Return Fund

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	3,803,800	3,879,500	4,099,100
Estimated Revenue:			
Proposition "A" Allocation	1,616,500	1,561,100	1,561,100
Interest Earnings	114,100	116,400	123,000
Total Revenues	<u>1,730,600</u>	<u>1,677,500</u>	<u>1,684,100</u>
Estimated Funds Available	5,534,400	5,557,000	5,783,200
Proposed Expenditures:			
Transfer for Bus Purchase	0	0	0
Transfer to Transit Fund	1,352,600	1,141,300	1,192,900
Operating Costs	302,300	316,600	327,400
Total Expenditures	<u>1,654,900</u>	<u>1,457,900</u>	<u>1,520,300</u>
Ending Fund Balance	<u>3,879,500</u>	<u>4,099,100</u>	<u>4,262,900</u>

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	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 3304		PROP A/ BUS STOP MAINT				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	64,321	64,000	64,000	66,500	69,200
4014	VACATION SELL BACK	0	1,000	500	500	500
4021	LONGEVITY PAY	1,093	1,200	1,100	1,600	1,600
4241	P.E.R.S.	13,768	13,100	13,000	16,000	17,600
4244	MEDICAL/DENTAL INSURANCE	13,434	13,800	13,400	15,000	15,000
4245	LONG TERM DISABILITY	53	100	100	100	100
4247	LIFE INSURANCE	53	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	1,003	900	1,000	1,000	1,000
Total: SALARIES & WAGES		93,723	94,200	93,200	100,800	105,100
SUPPLIES						
5260	FIELDS	1,981	1,500	1,500	1,500	1,500
Total: SUPPLIES		1,981	1,500	1,500	1,500	1,500
OPERATING EXPENSES						
6505	GENERAL LIABILITY	1,900	2,000	2,000	2,700	2,800
6507	WORKERS' COMPENSATION	3,100	3,500	3,500	3,700	3,900
6750	VEHICLE MAINTENANCE	3,939	4,500	7,000	5,500	6,000
6751	VEHICLE FUEL USAGE	6,111	5,500	5,600	5,600	6,100
6752	VEHICLE 3RD PARTY SVC	279	400	400	400	500
6995	GENERAL FUND CHARGES	22,700	23,600	23,600	24,300	25,000
Total: OPERATING EXPENSES		38,028	39,500	42,100	42,200	44,300
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	8,899	9,300	9,300	9,000	9,000
Total: SPECIAL PROGRAMS		8,899	9,300	9,300	9,000	9,000
Total:		142,632	144,500	146,100	153,500	159,900

Fund/Division: 1553304

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

6.23 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 4103		PROP A-DSD PLANNING & ADM				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	56,030	51,600	55,000	57,400	59,700
4013	VACATION PAY OFF	6,383	0	0	0	0
4014	VACATION SELL BACK	1,369	2,500	2,500	3,000	3,000
4015	ALLOWANCES	612	500	500	500	500
4021	LONGEVITY PAY	601	600	600	700	700
4241	P.E.R.S	13,629	11,500	12,200	14,800	16,300
4242	NON-PERSABLE COMPENSATION	273	300	300	300	300
4244	MEDICAL/DENTAL INSURANCE	4,981	5,300	5,300	5,700	5,700
4245	LONG TERM DISABILITY	15	0	0	0	0
4247	LIFE INSURANCE	137	200	100	200	200
4250	FICA/HOSPITAL INSURANCE	920	800	800	800	900
Total: SALARIES & WAGES		84,950	73,300	77,300	83,400	87,300
OPERATING EXPENSES						
6505	GENERAL LIABILITY	1,800	1,900	1,900	2,600	2,700
6507	WORKERS' COMPENSATION	1,200	1,300	1,300	1,400	1,400
6930	MEMBERSHIP & PUBLICATIONS	21,000	22,000	22,000	22,000	22,000
6995	GENERAL FUND CHARGES	12,300	12,800	12,800	13,200	13,600
Total: OPERATING EXPENSES		36,300	38,000	38,000	39,200	39,700
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	8,809	9,800	9,800	8,900	8,900
Total: SPECIAL PROGRAMS		8,809	9,800	9,800	8,900	8,900
Total:		130,059	121,100	125,100	131,500	135,900

Fund/Division: 1554103

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

8.59 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 5504		PROP A/ RECREATN TRANSPTN				
OPERATING EXPENSES						
6505	GENERAL LIABILITY	300	300	300	400	400
6995	GENERAL FUND CHARGES	1,100	1,100	1,100	1,200	1,200
Total: OPERATING EXPENSES		1,400	1,400	1,400	1,600	1,600
SPECIAL PROGRAMS						
7220	EXCURSIONS/SPECIAL EVENT	3,623	29,700	29,700	30,000	30,000
Total: SPECIAL PROGRAMS		3,623	29,700	29,700	30,000	30,000
Total:		5,023	31,100	31,100	31,600	31,600
Fund/Division: 1555504						1.61 %
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED	
Total Fund: 155		277,713		296,700	302,300	316,600	327,400

Transportation Impact Fund

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	(85,000)	426,600	189,400
Estimated Revenue:			
Other Grants	0	0	0
Impact Fees	700,000	300,000	300,000
Interest Earnings	0	12,800	5,700
Total Revenues	<u>700,000</u>	<u>312,800</u>	<u>305,700</u>
Estimated Funds Available	615,000	739,400	495,100
Proposed Expenditures:			
Capital Projects	188,400	550,000	250,000
Total Expenditures	<u>188,400</u>	<u>550,000</u>	<u>250,000</u>
Ending Fund Balance	426,600	189,400	245,100

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

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	4,819,200	4,205,300	4,614,100
Estimated Revenue:			
Proposition "C" Allocation	1,340,800	1,294,900	1,294,900
Grants	0	0	0
Call For Projects	0	0	0
Interest Earnings	144,600	126,200	138,400
Total Revenues	<u>1,485,400</u>	<u>1,421,100</u>	<u>1,433,300</u>
Estimated Funds Available	6,304,600	5,626,400	6,047,400
Proposed Expenditures:			
Capital Projects	1,991,900	900,000	1,500,000
Operating Costs	107,400	112,300	119,600
Total Expenditures	<u>2,099,300</u>	<u>1,012,300</u>	<u>1,619,600</u>
Ending Fund Balance	<u>4,205,300</u>	<u>4,614,100</u>	<u>4,427,800</u>

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	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 4103		PROP C -PLANNING/ADMIN				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	56,030	51,600	55,000	56,500	60,900
4013	VACATION PAY OFF	6,383	0	0	0	0
4014	VACATION SELL BACK	1,369	2,800	2,800	3,000	3,000
4015	ALLOWANCES	612	500	500	500	500
4021	LONGEVITY PAY	601	600	600	700	700
4241	P.E.R.S.	13,629	11,500	12,200	14,600	16,700
4242	NON-PERSABLE COMPENSATION	273	300	300	300	300
4244	MEDICAL/DENTAL INSURANCE	4,981	5,300	5,300	5,700	5,700
4245	LONG TERM DISABILITY	15	0	0	0	0
4247	LIFE INSURANCE	137	200	100	200	200
4250	FICA/HOSPITAL INSURANCE	920	800	800	800	900
Total: SALARIES & WAGES		84,950	73,600	77,600	82,300	88,900
OPERATING EXPENSES						
6505	GENERAL LIABILITY	1,400	1,500	1,500	2,000	2,100
6507	WORKERS' COMPENSATION	1,500	1,700	1,700	1,800	1,900
6995	GENERAL FUND CHARGES	16,200	16,800	16,800	17,300	17,800
Total: OPERATING EXPENSES		19,100	20,000	20,000	21,100	21,800
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	8,809	9,800	9,800	8,900	8,900
Total: SPECIAL PROGRAMS		8,809	9,800	9,800	8,900	8,900
Total:		112,859	103,400	107,400	112,300	119,600
Fund/Division: 1574103						8.61 %
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						

TDA Article 3 Bikeway

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	500	65,900	124,900
TDA Article 3 Allocation	65,400	57,000	57,000
Interest Earnings	0	2,000	3,700
Total Revenues	65,400	59,000	60,700
Estimated Funds Available	65,900	124,900	185,600
Proposed Expenditures:			
Capital Projects	0	0	0
Total Expenditures	0	0	0
Ending Fund Balance	65,900	124,900	185,600

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

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	2,206,300	2,168,100	2,560,500
Estimated Revenue:			
Proposition "R" Allocation	1,005,600	971,200	971,200
Grants	0	0	0
Interest Earnings	66,200	65,000	76,800
Total Revenues	1,071,800	1,036,200	1,048,000
 Estimated Funds Available	 3,278,100	 3,204,300	 3,608,500
Proposed Expenditures:			
Transfer to Transit Fund	901,700	760,900	795,300
Operating Costs	74,900	78,400	82,800
Capital Projects	133,400	300,000	0
Total Expenditures	1,110,000	643,800	643,700
 Ending Fund Balance	 2,168,100	 2,560,500	 2,964,800

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	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 4701		MEASURE R				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	40,025	38,000	39,800	40,900	43,600
4013	VACATION PAY OFF	3,192	0	0	0	0
4014	VACATION SELL BACK	1,026	2,000	2,000	2,000	2,000
4015	ALLOWANCES	564	500	500	500	500
4021	LONGEVITY PAY	410	400	400	400	400
4241	P.E.R.S	9,708	8,400	8,800	10,600	11,900
4242	NON-PERSABLE COMPENSATION	193	200	200	200	200
4244	MEDICAL/DENTAL INSURANCE	3,412	3,600	3,600	3,900	3,900
4245	LONG TERM DISABILITY	10	0	0	0	0
4247	LIFE INSURANCE	98	100	100	100	100
4250	FICA/HOSPITAL INSURANCE	643	600	600	600	600
Total: SALARIES & WAGES		59,281	53,800	56,000	59,200	63,200
OPERATING EXPENSES						
6505	GENERAL LIABILITY	1,000	1,100	1,100	1,500	1,600
6507	WORKERS' COMPENSATION	800	900	900	1,000	1,000
6995	GENERAL FUND CHARGES	9,700	10,100	10,100	10,400	10,700
Total: OPERATING EXPENSES		11,500	12,100	12,100	12,900	13,300
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	6,275	6,800	6,800	6,300	6,300
Total: SPECIAL PROGRAMS		6,275	6,800	6,800	6,300	6,300
Total:		77,055	72,700	74,900	78,400	82,800
Fund/Division: 1614701						7.84 %
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						

Measure "M" Local Return Fund

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	2,558,900	1,386,900	2,802,200
Estimated Revenue:			
Proposition "M" Allocation	1,139,700	1,100,700	1,100,700
Discretionary Grant / SGV COG	0	1,500,000	50,000
Interest Earnings	76,800	41,600	84,100
Total Revenues	<u>1,216,500</u>	<u>2,642,300</u>	<u>1,234,800</u>
Estimated Funds Available	3,775,400	4,029,200	4,037,000
Proposed Expenditures:			
Operating Costs	77,000	77,000	77,000
Capital Projects	2,311,500	1,150,000	1,300,000
Total Expenditures	<u>2,388,500</u>	<u>1,227,000</u>	<u>1,377,000</u>
Ending Fund Balance	<u>1,386,900</u>	<u>2,802,200</u>	<u>2,660,000</u>

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	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 4190	MEASURE M - ENGINEERING					
OPERATING EXPENSES						
6160 CONTRACT SERVICES		86,353	92,000	77,000	77,000	77,000
Total: OPERATING EXPENSES		86,353	92,000	77,000	77,000	77,000
Total:		86,353	92,000	77,000	77,000	77,000
Fund/Division: 1654190	OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					
						(16.30) %

Capital Improvement Fund

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	11,964,600	13,886,500	10,163,700
Estimated Revenue:			
Transfer from General Fund	3,400,000	3,400,000	3,400,000
Federal Grants	0	0	0
Parimutual Revenue	342,000	290,000	285,000
Interest Earnings	358,900	416,600	304,900
Total Revenues	4,100,900	4,106,600	3,989,900
Estimated Funds Available	16,065,500	17,993,100	14,153,600
Proposed Expenditures:			
RaceTrack Overtime	13,800	12,000	12,000
General Fund Overhead	45,400	46,400	47,400
Capital Projects	2,119,800	7,771,000	4,155,000
Total Expenditures	2,179,000	7,829,400	4,214,400
Ending Fund Balance	13,886,500	10,163,700	9,939,200

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	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION:	CAPITAL OUTLAY					
OPERATING EXPENSES						
6994	GENERAL FUND COST REIMB	15,132	120,000	12,000	12,000	12,000
6995	GENERAL FUND CHARGES	32,100	33,400	33,400	34,400	35,400
Total: OPERATING EXPENSES		47,232	153,400	45,400	46,400	47,400
Total:		47,232	153,400	45,400	46,400	47,400
Fund/Division:	OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				(69.75) %	

City Hall Reserve

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	100	100	100
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
Ending Fund Balance	100	100	100

Purpose of Funds:

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

Lighting Maintenance Fund

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	240,900	317,600	230,600
Estimated Revenue:			
Current Assessment	560,000	580,000	600,000
Transfer from General Fund	868,000	765,000	795,000
Interest Earnings	7,200	9,500	6,900
Total Revenues	1,428,000	1,345,000	1,395,000
Estimated Funds Available	1,668,900	1,662,600	1,625,600
Proposed Expenditures:			
Operating Expenses	1,351,300	1,432,000	1,492,200
Capital Projects	0	0	0
Total Expenditures	1,351,300	1,432,000	1,492,200
Ending Fund Balance	317,600	230,600	133,400

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	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 3311		LIGHTING DISTRICT				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	157,473	203,200	169,700	199,500	213,700
4014	VACATION SELL BACK	2,884	3,000	3,000	3,000	3,000
4019	STAND BY PAY	1,022	3,800	3,000	3,000	3,000
4021	LONGEVITY PAY	3,247	3,600	3,300	2,800	2,800
4130	OVERTIME	379	1,500	1,500	1,500	1,500
4241	P.E.R.S	34,159	44,000	37,000	49,600	56,300
4242	NON-PERSABLE COMPENSATION	0	100	100	100	100
4244	MEDICAL/DENTAL INSURANCE	25,904	37,400	24,500	40,600	40,600
4245	LONG TERM DISABILITY	101	300	100	300	300
4247	LIFE INSURANCE	100	200	200	200	200
4250	FICA/HOSPITAL INSURANCE	2,125	3,100	2,300	3,000	3,200
Total: SALARIES & WAGES		227,393	300,200	244,700	303,600	324,700
SUPPLIES						
5260	FIELDS	16,101	21,000	21,000	21,000	21,000
5410	TOOLS	250	700	700	700	700
Total: SUPPLIES		16,351	21,700	21,700	21,700	21,700
OPERATING EXPENSES						
6160	CONTRACT SERVICES	131,108	160,000	130,000	130,000	130,000
6505	GENERAL LIABILITY	20,600	21,800	21,800	29,300	30,900
6507	WORKERS' COMPENSATION	9,700	10,800	10,800	11,600	11,900
6611	ELECTRIC	663,668	654,700	610,600	628,900	660,300
6750	VEHICLE MAINTENANCE	10,132	10,000	10,600	11,000	12,000
6751	VEHICLE FUEL USAGE	7,809	9,000	12,900	12,000	13,100
6752	VEHICLE 3RD PARTY SVC	567	1,000	800	1,000	1,100
6995	GENERAL FUND CHARGES	112,700	117,200	117,200	120,700	124,300
Total: OPERATING EXPENSES		956,284	984,500	914,700	944,500	983,600
SPECIAL PROGRAMS						
7410	POWER PURCHASED	140,959	110,000	140,000	140,000	140,000
7811	POB CONTRIBUTIONS	22,078	30,200	30,200	22,200	22,200
Total: SPECIAL PROGRAMS		163,037	140,200	170,200	162,200	162,200
Total:		1,363,065	1,446,600	1,351,300	1,432,000	1,492,200

Fund/Division: 4303311

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(1.01) %

Water Fund

	23-24 Estimates	FY24-25			
		Operation	Capital Reserve	Equipment Reserve	
Fiscal year 24-25					
Beginning Fund Balance *		7,467,400	(7,262,200)	12,380,700	(645,700)
Estimated Revenue:					
Maps and Publications		0	0	0	0
Water Sales		14,200,000	14,500,000	0	0
Public Works Inspection		50,000	60,000	0	0
Property Rental		27,000	28,000	0	0
Demand Response Program		32,000	30,000	0	0
Engineering Charges		0	0	0	0
Backflow Admin		170,000	160,000	0	0
Sale of Property		5,000	5,000	0	0
Miscellaneous		25,200	10,000	65,700	0
ARPA		0	0	0	0
Interest Earnings		189,800	0	371,400	0
Total Revenues		14,699,000	14,793,000	437,100	0
Estimated Funds Available		22,166,400	7,530,800	12,817,800	(645,700)
Proposed Expenditures:					
Equipment Purchase		790,200	0	0	652,400
Capital Outlay		658,700	0	7,715,000	0
Operating Costs		16,244,700	17,364,900	0	0
Total Expenditures		17,693,600	17,364,900	7,715,000	652,400
Ending Fund Balance		4,472,800	(9,834,100)	5,102,800	(1,298,100)

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

	FY25-26		
	Operation	Capital Reserve	Equipment Reserve
Fiscal year 25-26			
Beginning Fund Balance	(9,834,100)	5,102,800	(1,298,100)
Estimated Revenue:			
Transfers In	0	0	0
Maps and Publications	0	0	0
Water Sales	14,500,000	0	0
Public Works Inspection	60,000	0	0
Property Rental	28,000	0	0
Demand Response Program	30,000	0	0
Engineering Charges	0	0	0
Backflow Admin	160,000	0	0
Sale of Property	5,000	0	0
Miscellaneous	10,000	0	0
ARPA	0	0	0
Interest Earnings	0	153,100	0
Total Revenues	<u>14,793,000</u>	<u>153,100</u>	<u>0</u>
Estimated Funds Available	4,958,900	5,255,900	(1,298,100)
Proposed Expenditures:			
Equipment Purchase	0	0	1,016,100
Capital Outlay	0	2,255,000	0
Operating Costs	17,986,600	0	0
Total Expenditures	<u>17,986,600</u>	<u>2,255,000</u>	<u>1,016,100</u>
Ending Fund Balance	<u>(13,027,700)</u>	<u>3,000,900</u>	<u>(2,314,200)</u>

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	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 7201		WATER-ADMIN				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	856,566	1,005,425	947,700	1,121,200	1,208,500
4011	SPECIALIST PAY	1,768	1,800	1,800	1,800	1,800
4013	VACATION PAY OFF	-5,365	5,000	5,000	5,000	5,000
4014	VACATION SELL BACK	5,938	12,000	13,000	12,000	12,000
4015	ALLOWANCES	3,326	3,300	3,300	3,300	3,300
4021	LONGEVITY PAY	11,394	10,700	12,400	12,600	13,200
4032	PART-TIME NON-PERS	12,976	15,000	12,500	15,000	15,000
4130	OVERTIME	69	0	0	0	0
4241	P.E.R.S.	195,220	214,550	203,000	277,700	317,300
4242	NON-PERSABLE COMPENSATION	2,280	2,325	3,000	2,000	2,200
4244	MEDICAL/DENTAL INSURANCE	115,578	166,825	122,900	176,500	176,500
4245	LONG TERM DISABILITY	478	1,100	500	1,100	1,100
4247	LIFE INSURANCE	1,259	1,800	1,300	1,800	1,900
4248	RETIREE MEDICAL	-22,979	45,000	22,300	25,000	25,000
4250	FICA/HOSPITAL INSURANCE	13,121	15,175	14,800	16,900	18,200
4299	VACANCY RATE	0	-43,800	0	-84,800	-91,400
Total: SALARIES & WAGES		1,191,628	1,456,200	1,363,500	1,587,100	1,709,600
SUPPLIES						
5110	OFFICE SUPPLIES	16,962	22,000	22,000	22,000	22,000
5111	WATER BILL POSTAGE	49,507	55,000	55,000	55,000	60,000
5120	DRAFTING SUPPLIES	0	1,000	1,000	1,000	1,000
5125	PRINT SHOP	22,241	24,800	24,800	25,000	35,000
Total: SUPPLIES		88,711	102,800	102,800	103,000	118,000
OPERATING EXPENSES						
6145	WATER CONSERVATION COST	63,154	86,800	86,800	88,200	88,200
6160	CONTRACT SERVICES	219,555	206,500	200,000	225,000	220,000
6505	GENERAL LIABILITY	124,400	131,600	131,600	176,600	186,200
6507	WORKERS' COMPENSATION	99,100	110,600	110,600	118,500	122,200
6540	TAXES	10,703	11,000	11,000	11,000	11,000
6730	OFFICE EQUIPMENT	0	600	0	0	0
6750	VEHICLE MAINTENANCE	1,010	1,000	1,000	1,100	1,200
6751	VEHICLE FUEL USAGE	309	500	300	500	600
6752	VEHICLE 3RD PARTY SVC	299	400	700	800	900
6760	BUILDING REPAIR & MAINT	1,755	2,000	2,000	2,000	2,000
6904	RENTS	1,056,067	1,087,700	0	0	0
6930	MEMBERSHIP & PUBLICATIONS	3,408	4,500	3,500	4,000	4,000
6940	OFFICIAL MEETINGS	2,641	3,500	2,600	3,500	3,500
6970	TRAINING	4,934	7,000	7,000	12,500	15,000
6971	TUITION REIMBURSEMENT	4,146	2,100	0	3,000	3,000
6987	DUES & ASSESSMENTS	16,267	23,500	23,500	23,500	23,500
6990	DEPRECIATION	1,604,102	0	0	0	0
6995	GENERAL FUND CHARGES	444,200	462,000	462,000	475,900	490,200
Total: OPERATING EXPENSES		3,656,049	2,141,300	1,042,600	1,146,100	1,171,500
SPECIAL PROGRAMS						

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
7811	POB CONTRIBUTIONS	38,428	41,100	41,100	39,100	39,100
7990	PENSION LIB ACCRUAL	-80,380	0	0	0	0
Total: SPECIAL PROGRAMS		-41,952	41,100	41,100	39,100	39,100
Total:		4,894,436	3,741,400	2,550,000	2,875,300	3,038,200

Fund/Division: 5207201

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

(23.15) %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 7204		WATER-MAIN & REPLACEMENT				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	693,406	688,300	618,700	680,800	716,300
4014	VACATION SELL BACK	6,333	7,000	7,000	7,000	7,000
4019	STAND BY PAY	22,403	20,000	23,000	25,000	25,000
4021	LONGEVITY PAY	15,153	16,200	14,700	14,100	14,100
4032	PART-TIME NON-PERS	1,035	15,000	8,000	15,000	15,000
4130	OVERTIME	33,676	25,000	30,000	30,000	30,000
4241	P.E.R.S	158,765	151,700	136,000	172,700	192,400
4242	NON-PERSABLE COMPENSATION	217	200	200	200	200
4244	MEDICAL/DENTAL INSURANCE	121,686	129,900	105,900	141,200	141,200
4245	LONG TERM DISABILITY	509	900	400	900	900
4247	LIFE INSURANCE	606	700	500	700	700
4250	FICA/HOSPITAL INSURANCE	10,475	10,000	9,400	10,900	11,400
4299	VACANCY RATE	0	-31,600	0	-56,500	-59,400
Total: SALARIES & WAGES		1,064,265	1,033,300	953,800	1,042,000	1,094,800
SUPPLIES						
5260	FIELDS	6,097	6,000	6,000	6,000	6,000
5280	UNIFORM	12,614	13,000	13,000	13,000	13,000
5410	TOOLS	5,861	5,000	5,000	5,000	5,000
Total: SUPPLIES		24,573	24,000	24,000	24,000	24,000
OPERATING EXPENSES						
6750	VEHICLE MAINTENANCE	69,843	70,000	75,700	75,000	83,000
6751	VEHICLE FUEL USAGE	52,756	50,000	56,100	58,000	67,000
6752	VEHICLE 3RD PARTY SVC	7,804	9,000	12,300	11,000	12,000
6760	BUILDING REPAIR & MAINT	0	500	500	500	500
6771	WAREHOUSE & SHOP	7,032	6,000	6,000	6,000	6,000
6995	GENERAL FUND CHARGES	256,900	267,200	267,200	275,200	283,500
Total: OPERATING EXPENSES		394,335	402,700	417,800	425,700	452,000
SPECIAL PROGRAMS						
7540	REPAIRS TO MAINS	54,342	45,000	45,000	45,000	45,000
7550	REPAIRS TO SERVICES	79,793	74,000	80,000	80,000	80,000
7560	REPAIRS TO HYDRANTS	63,715	25,000	25,000	25,000	25,000
7811	POB CONTRIBUTIONS	31,259	30,900	30,900	31,800	31,800
Total: SPECIAL PROGRAMS		229,108	174,900	180,900	181,800	181,800
Total:		1,712,280	1,634,900	1,576,500	1,673,500	1,752,600
Fund/Division: 5207204						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						
2.36 %						

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 7205		WATER-METER CUSTOMER SV				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	234,506	239,700	194,500	242,000	257,000
4014	VACATION SELL BACK	3,555	4,000	4,000	4,000	4,000
4019	STAND BY PAY	10,979	2,500	2,500	2,500	2,500
4021	LONGEVITY PAY	3,619	4,100	4,100	4,200	4,200
4130	OVERTIME	4,079	4,000	4,000	4,000	4,000
4241	P.E.R.S	53,443	51,700	42,500	60,700	68,300
4242	NON-PERSABLE COMPENSATION	211	200	200	200	200
4244	MEDICAL/DENTAL INSURANCE	34,746	47,100	32,400	51,100	51,100
4245	LONG TERM DISABILITY	163	300	100	300	300
4247	LIFE INSURANCE	261	300	200	300	300
4250	FICA/HOSPITAL INSURANCE	3,874	3,600	3,300	3,700	3,900
4299	VACANCY RATE	0	-10,700	0	-19,200	-20,400
Total: SALARIES & WAGES		349,437	346,800	287,800	353,800	375,400
SUPPLIES						
5410	TOOLS	1,215	1,000	1,000	1,000	1,000
Total: SUPPLIES		1,215	1,000	1,000	1,000	1,000
OPERATING EXPENSES						
6750	VEHICLE MAINTENANCE	15,841	14,500	12,600	14,500	15,800
6751	VEHICLE FUEL USAGE	14,507	15,000	12,000	15,000	16,400
6752	VEHICLE 3RD PARTY SVC	1,078	1,500	1,300	1,500	1,700
6771	WAREHOUSE & SHOP	500	500	500	500	500
6995	GENERAL FUND CHARGES	415,300	431,900	431,900	444,900	458,200
Total: OPERATING EXPENSES		447,226	463,400	458,300	476,400	492,600
SPECIAL PROGRAMS						
7510	REPAIRS TO METERS	30,980	30,500	30,500	30,500	30,500
7610	METER READING SUPPLIES	51,479	57,000	57,000	63,000	63,000
7811	POB CONTRIBUTIONS	10,522	7,900	7,900	10,700	10,700
Total: SPECIAL PROGRAMS		92,981	95,400	95,400	104,200	104,200
Total:		890,859	906,600	842,500	935,400	973,200
Fund/Division: 5207205		OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				
						3.18 %

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 7206		WATER-PRODUCTION/QUALITY				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	312,040	301,900	348,200	373,400	391,600
4014	VACATION SELL BACK	1,024	2,000	1,000	1,500	1,500
4019	STAND BY PAY	28,275	22,000	30,000	30,000	30,000
4021	LONGEVITY PAY	7,738	7,400	7,400	7,400	7,400
4130	OVERTIME	12,710	15,000	15,000	15,000	15,000
4241	P.E.R.S	72,803	65,800	76,000	94,500	104,900
4242	NON-PERSABLE COMPENSATION	211	0	200	200	200
4244	MEDICAL/DENTAL INSURANCE	48,156	60,900	54,400	66,000	66,000
4245	LONG TERM DISABILITY	194	400	200	400	400
4247	LIFE INSURANCE	291	300	300	400	400
4250	FICA/HOSPITAL INSURANCE	5,449	4,700	5,900	5,700	6,000
4299	VACANCY RATE	0	-14,400	0	-30,600	-32,100
Total: SALARIES & WAGES		488,890	466,000	538,600	563,900	591,300
SUPPLIES						
5260	FIELDS	296	200	200	200	200
5410	TOOLS	811	800	800	800	800
Total: SUPPLIES		1,107	1,000	1,000	1,000	1,000
OPERATING EXPENSES						
6210	TELEPHONE	7,084	8,400	7,900	8,100	8,300
6614	WATER	2,414	3,000	2,200	3,000	3,000
6750	VEHICLE MAINTENANCE	26,413	30,000	35,500	33,000	36,000
6751	VEHICLE FUEL USAGE	19,571	22,000	20,300	22,000	24,000
6752	VEHICLE 3RD PARTY SVC	2,938	3,000	1,500	3,000	3,300
6760	BUILDING REPAIR & MAINT	89,433	65,000	65,000	65,000	65,000
6771	WAREHOUSE & SHOP	7,619	6,000	6,000	6,000	6,000
6903	PERMITS FEES	8,204	6,700	7,100	7,100	7,100
6987	DUES & ASSESSMENTS	8,435,039	8,500,000	7,150,000	7,700,000	8,000,000
6995	GENERAL FUND CHARGES	280,100	291,300	291,300	300,000	309,000
Total: OPERATING EXPENSES		8,878,815	8,935,400	7,586,800	8,147,200	8,461,700
SPECIAL PROGRAMS						
7410	POWER PURCHASED	1,666,874	2,400,000	2,400,000	2,400,000	2,400,000
7420	PUMPING SUPPLIES	345,572	408,000	408,000	428,000	428,000
7425	WATER TESTING	113,152	110,000	110,000	110,000	110,000
7440	UNSCHEDULED REPAIR WELLS	37,695	185,000	185,000	185,000	185,000
7450	REPAIRS TO PUMP FACILITIE	26,000	26,000	26,000	26,000	26,000
7530	REPAIRS TO RESERVOIRS	4,540	5,000	5,000	5,000	5,000
7811	POB CONTRIBUTIONS	14,334	15,300	15,300	14,600	14,600
Total: SPECIAL PROGRAMS		2,208,167	3,149,300	3,149,300	3,168,600	3,168,600
Total:		11,576,980	12,551,700	11,275,700	11,880,700	12,222,600
Fund/Division: 5207206		OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR				
		(5.35) %				

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
Total Fund: 520		19,074,555	18,834,600	16,244,700	17,364,900	17,986,600

Sewer System Service Fund

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance *	5,557,400	6,436,200	4,171,200
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	25,200	10,000	10,000
Interest Earnings	166,700	193,100	125,100
Total Revenues	2,724,900	2,736,100	2,668,100
Estimated Funds Available	8,282,300	9,172,300	6,839,300
Proposed Expenditures:			
Operating Costs	1,259,300	1,599,100	1,694,600
Capital Projects	567,300	3,365,000	2,254,000
Equipment Purchases	19,500	37,000	30,000
Total Expenditures	1,846,100	5,001,100	3,978,600
Ending Fund Balance	6,436,200	4,171,200	2,860,700

Purpose of Funds:

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

* Capital Assets are not included in fund balance.

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION: 3306		SEWER MAINTENANCE				
SALARIES & WAGES						
4010	REGULAR EMPLOYEES	561,190	624,425	440,700	632,200	684,700
4013	VACATION PAY OFF	1,033	1,000	1,000	1,000	1,000
4014	VACATION SELL BACK	7,728	6,000	4,000	5,500	5,500
4015	ALLOWANCES	774	800	800	800	800
4021	LONGEVITY PAY	10,760	11,400	7,800	8,500	9,400
4032	PART-TIME NON-PERS	5,242	15,000	12,000	15,000	15,000
4130	OVERTIME	3,254	2,000	2,000	2,000	2,000
4241	P.E.R.S.	128,206	135,950	93,000	155,600	178,700
4242	NON-PERSABLE COMPENSATION	657	925	800	1,000	1,100
4244	MEDICAL/DENTAL INSURANCE	87,469	108,825	76,000	117,900	117,900
4245	LONG TERM DISABILITY	355	700	300	700	700
4247	LIFE INSURANCE	656	900	700	1,000	1,000
4248	RETIREE MEDICAL	9,834	15,000	10,300	15,000	15,000
4250	FICA/HOSPITAL INSURANCE	8,503	9,475	6,300	9,600	10,400
Total: SALARIES & WAGES		825,660	932,400	655,700	965,800	1,043,200
SUPPLIES						
5110	OFFICE SUPPLIES	5,054	4,900	4,900	4,900	4,900
5125	PRINT SHOP	4,500	7,800	6,000	6,000	6,000
5260	FIELDS	7,602	6,500	6,500	6,500	6,500
5280	UNIFORM	3,669	4,500	4,500	4,500	4,500
5410	TOOLS	139	500	500	500	500
Total: SUPPLIES		20,965	24,200	22,400	22,400	22,400
OPERATING EXPENSES						
6160	CONTRACT SERVICES	125,660	132,300	132,300	132,300	132,300
6505	GENERAL LIABILITY	20,600	21,800	21,800	29,300	30,900
6507	WORKERS' COMPENSATION	27,700	30,900	30,900	33,100	34,100
6614	WATER	0	200	0	200	200
6750	VEHICLE MAINTENANCE	36,791	40,000	41,600	41,000	44,500
6751	VEHICLE FUEL USAGE	32,261	35,000	27,000	35,000	38,000
6752	VEHICLE 3RD PARTY SVC	1,254	5,000	1,100	5,000	5,500
6902	DISPOSAL CHARGES	4,578	6,000	6,000	6,000	6,000
6903	PERMITS FEES	17,800	17,800	17,800	18,000	18,000
6970	TRAINING	2,228	2,500	2,500	2,500	2,500
6990	DEPRECIATION	297,937	0	0	0	0
6995	GENERAL FUND CHARGES	264,000	274,600	274,600	282,800	291,300
Total: OPERATING EXPENSES		830,810	566,100	555,600	585,200	603,300
SPECIAL PROGRAMS						
7811	POB CONTRIBUTIONS	26,849	25,600	25,600	25,700	25,700
7990	PENSION LIB ACCRUAL	-26,183	0	0	0	0
Total: SPECIAL PROGRAMS		666	25,600	25,600	25,700	25,700
Total:		1,678,100	1,548,300	1,259,300	1,599,100	1,694,600
Fund/Division: 5213306						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						3.28 %

Arcadia Par 3 Golf Course

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	1,917,300	2,623,600	3,352,200
Estimated Revenue:			
Green Fees	692,000	720,000	720,000
Member Dues	0	0	0
Learning Center	130,500	145,600	145,600
Cart Sales	80,000	86,000	86,000
Range Sales	836,000	855,000	855,000
Merchandise Sales	75,000	78,000	78,000
Food & Beverage Sales	138,000	142,500	142,500
Other Income	49,100	50,000	50,000
Total Revenues	2,000,600	2,077,100	2,077,100
 Estimated Funds Available	 3,917,900	 4,700,700	 5,429,300
Proposed Expenditures:			
Operating Expenses	1,294,300	1,348,500	1,368,000
Capital Projects	0	0	0
Total Expenditures	1,294,300	1,348,500	1,368,000
 Ending Fund Balance	 2,623,600	 3,352,200	 4,061,300

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	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION:	ARCADIA PAR 3 GOLF COURSE					
SUPPLIES						
5110	OFFICE SUPPLIES	74,491	88,300	107,300	105,500	115,000
5115	PROGRAM EXPENSES	140,140	132,500	150,000	150,000	150,000
5230	BUILDING AND GROUNDS	180,191	184,400	157,000	175,000	185,000
Total: SUPPLIES		394,822	405,200	414,300	430,500	450,000
OPERATING EXPENSES						
6160	CONTRACT SERVICES	153,529	137,100	153,000	155,000	155,000
6169	CONTRACT EMPLOYEES	555,420	578,000	600,000	633,000	633,000
6630	PAR 3 COURSE CLUBHOUSE	117,974	124,700	127,000	130,000	130,000
Total: OPERATING EXPENSES		826,923	839,800	880,000	918,000	918,000
Total:		1,221,745	1,245,000	1,294,300	1,348,500	1,368,000
Fund/Division:						
OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR						
						8.31 %

Equipment Replacement Fund

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	17,824,400	17,337,500	12,946,500
Estimated Revenue:			
Transfer from General Fund	3,400,000	3,400,000	3,400,000
Sale of property	0	0	0
Other Revenues	0	0	0
Interest Earnings	534,700	520,100	388,400
Total Revenues	<u>3,934,700</u>	<u>3,920,100</u>	<u>3,788,400</u>
Estimated Funds Available	21,759,100	21,257,600	16,734,900
Proposed Expenditures:			
General Fund Charges	34,500	35,500	36,600
Equipment Purchases	4,387,100	7,072,400	4,639,900
Total Expenditures	<u>4,421,600</u>	<u>8,311,100</u>	<u>4,676,500</u>
Ending Fund Balance	<u>17,337,500</u>	<u>12,946,500</u>	<u>12,058,400</u>

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	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED
DIVISION:	EQUIPMENT REPLACEMENT					
OPERATING EXPENSES						
6995 GENERAL FUND CHARGES	33,200	34,500	34,500	35,500	36,600	
Total: OPERATING EXPENSES	33,200	34,500	34,500	35,500	36,600	
SPECIAL PROGRAMS						
Total: SPECIAL PROGRAMS	0	0	0	0	0	0
Total:	33,200	34,500	34,500	35,500	36,600	
Fund/Division:	OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR					2.90 %

Redevelopment Successor Agency

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance *	(5,263,500)	(5,263,500)	(5,263,500)
Estimated Revenue:			
Rent	0	0	0
Miscellaneous	0		
Interest	0	0	0
LA County Funding	1,672,800	2,668,300	2,666,400
Total Revenues	1,672,800	2,668,300	2,666,400
Estimated Funds Available		(3,590,700)	(2,595,200)
Proposed Expenditures:			
Operating Expenses	7,200	9,300	9,400
Principal	1,580,000	2,540,000	2,585,000
Interest	85,600	119,000	72,000
Total Expenditures	1,672,800	2,668,300	2,666,400
Ending Fund Balance		(5,263,500)	(5,263,500)

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

General Obligation Bond 2021 - Police Station

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	447,800	469,900	482,200
Estimated Revenue:			
Current Assessments	415,000	410,000	410,000
Interests	13,400	14,100	14,500
Total Revenues	<u>428,400</u>	<u>424,100</u>	<u>424,500</u>
Estimated Funds Available	876,200	894,000	906,700
Proposed Expenditures:			
Operating Expenses	1,000	1,100	1,100
Principal	363,000	373,000	373,000
Interest	42,300	37,700	32,900
Total Expenditures	<u>406,300</u>	<u>411,800</u>	<u>407,000</u>
Ending Fund Balance	469,900	482,200	499,700

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	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED					
DIVISION:		DEBT SVC GO BONDS 2012									
OPERATING EXPENSES											
6160	CONTRACT SERVICES	850	0	0	0	0					
6995	GENERAL FUND CHARGES	1,000	1,000	1,000	1,100	1,100					
Total: OPERATING EXPENSES		1,850	1,000	1,000	1,100	1,100					
SPECIAL PROGRAMS											
7803	NOTE INTEREST	8,480	42,300	42,300	37,700	32,900					
7804	NOTE PRINCIPAL	378,000	363,000	363,000	373,000	373,000					
Total: SPECIAL PROGRAMS		386,480	405,300	405,300	410,700	405,900					
Total:		388,330	406,300	406,300	411,800	407,000					

Fund/Division:

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

1.35 %

General Obligation Bond 2021 - Measure A

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	454,500	350,400	341,000
Estimated Revenue:			
Current Assessments	420,000	520,700	520,700
Interest Income	0	0	0
Total Revenues	<u>420,000</u>	<u>520,700</u>	<u>520,700</u>
 Estimated Funds Available	 874,500	 871,100	 861,700
Proposed Expenditures:			
Operating Expenses	3,400	3,400	3,400
Principal	467,000	479,000	479,000
Interest	53,700	47,700	41,600
Total Expenditures	<u>524,100</u>	<u>530,100</u>	<u>524,000</u>
 Ending Fund Balance	 <u>350,400</u>	 <u>341,000</u>	 <u>337,700</u>

Purpose of Funds :

The General Obligation Debt Service Fund is used to facilitate the payment of principal and interest on General Obligation Debt Service issue Series 2011, which was refinanced in 2021.

ACCOUNT	TITLE	2022-23 ACTUAL	2023-24 ADJUSTED BUDGET	2023-24 PROJECTED	2024-25 PROPOSED	2025-26 PROPOSED					
DIVISION:		GEN OBLIGATION BOND 2011									
OPERATING EXPENSES											
6160	CONTRACT SERVICES	750	0	2,000	2,000	2,000					
6995	GENERAL FUND CHARGES	1,300	1,400	1,400	1,400	1,400					
Total: OPERATING EXPENSES		2,050	1,400	3,400	3,400	3,400					
SPECIAL PROGRAMS											
7803	NOTE INTEREST	60,250	53,700	53,700	47,700	41,600					
7804	NOTE PRINCIPAL	556,000	467,000	467,000	479,000	479,000					
Total: SPECIAL PROGRAMS		616,250	520,700	520,700	526,700	520,600					
Total:		618,300	522,100	524,100	530,100	524,000					

Fund/Division:

OVERALL PERCENTAGE INCREASE/(DECREASE) FROM PRIOR YEAR

1.53 %

Pension Obligation Bonds 2020

	23-24 Estimate	24-25 Budget	25-26 Budget
Beginning Fund Balance	(200)	2,800	2,800
Estimated Revenue:			
POB Contributions	5,878,300	5,874,600	5,871,900
Interest Income	0	100	100
Total Revenues	5,878,300	5,874,700	5,872,000
 Estimated Funds Available	 5,878,100	 5,877,500	 5,874,800
Proposed Expenditures:			
Operating Expenses	0	0	0
Principal	3,905,000	3,940,000	3,980,000
Interest	1,970,300	1,934,700	1,892,000
Total Expenditures	5,875,300	5,874,700	5,872,000
 Ending Fund Balance	 2,800	 2,800	 2,800

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.

