



PROPOSED BUDGET

FISCAL YEAR
2020 - 2021

SAN FERNANDO,
CALIFORNIA





DIRECTORY OF OFFICIALS

FISCAL YEAR 2020-2021

ELECTED OFFICIALS

CITY COUNCIL

MAYOR

JOEL FAJARDO

VICE MAYOR

HECTOR A. PACHECO

COUNCILMEMBERS

SYLVIA BALLIN

ROBERT C. GONZALES

MARY MENDOZA

CITY TREASURER

MARGARITA SOLIS

EXECUTIVE MANAGEMENT

CITY MANAGER

NICK KIMBALL

DEPUTY CITY MANAGER/

DIRECTOR OF COMMUNITY DEVELOPMENT

TIMOTHY HOU

CHIEF OF POLICE

ANTHONY VAIRO

CITY CLERK

JULIA FRITZ

DIRECTOR OF FINANCE

J. DIEGO IBAÑEZ

DIRECTOR OF PUBLIC WORKS

VACANT

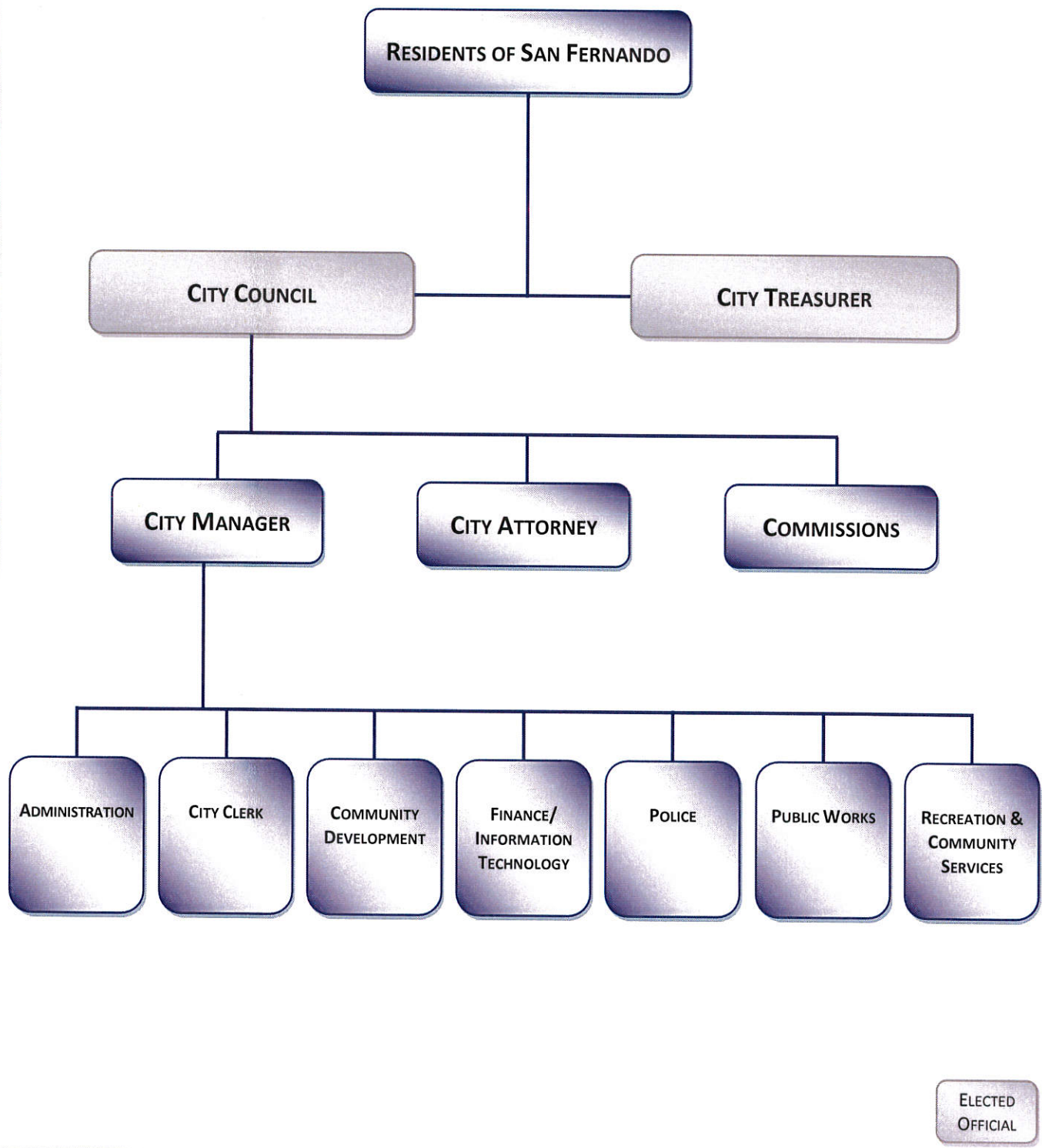
DIRECTOR OF RECREATION AND
COMMUNITY SERVICES

JULIAN J. VENEGAS

THE CITY OF SAN FERNANDO

ORGANIZATIONAL CHART

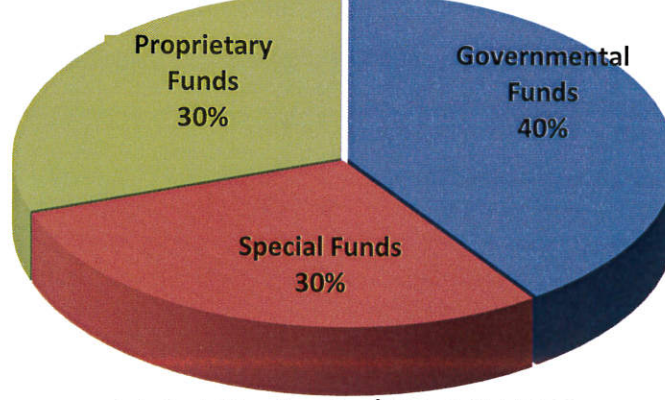
FISCAL YEAR 2020-2021



**SECTION I.
INTRODUCTION
AND BACKGROUND**

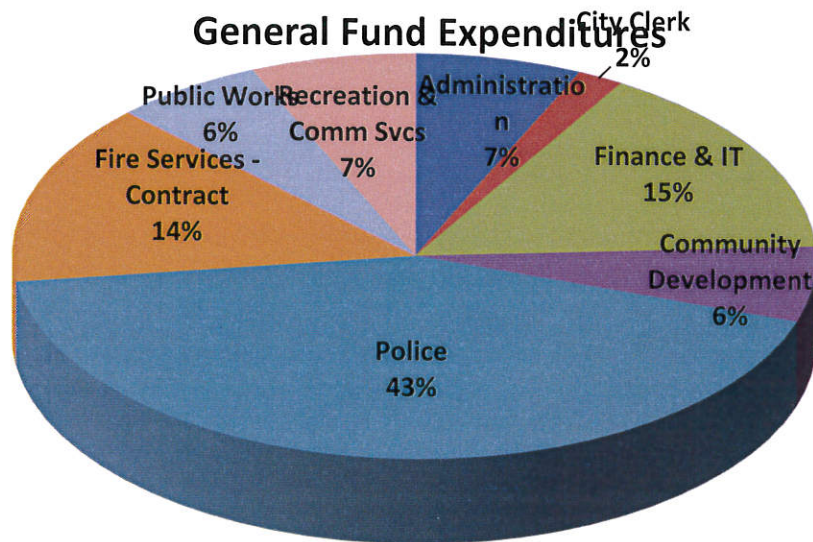
THE CITY OF SAN FERNANDO

City-wide Expenditures



Total Budget: \$49,465,772

General Fund Expenditures



Total Budget: \$19,853,662



MEMORANDUM

To: Mayor Joel Fajardo and Councilmembers

From: Nick Kimball, City Manager

Date: June 1, 2020

Subject: Fiscal Year 2020-2021 Proposed Budget Message

I am pleased to present the City Manager's Proposed Budget for fiscal year (FY) 2020-2021. This Proposed Budget has presented unique challenges due to the global Coronavirus (COVID-19) pandemic. City Hall has been closed to the public since the City declared a local emergency (following federal and state emergency declarations) on March 16, 2020. The Los Angeles County Department of Public Health, which is the lead agency for this particular emergency response, issued a Safer at Home Order closing all non-essential businesses and ordering residents to stay home except to procure essential goods and services.

The City has had to quickly adapt to virtual City Council and Commission meetings and supporting non-field City staff that have been working primarily from home. The City is not equipped with the systems and equipment necessary to seamlessly transition to a work from home environment. However, the City was able to quickly purchase and deploy a number of laptops and implement software allowing staff to access their desktop from home. An emergency work from home policy was quickly developed and issued to ensure staff was made aware of expectations and provide continuity of operations to the community. Social distancing protocol was implemented for staff physically reporting to work.

Staff also began tracking COVID-19 response related labor, materials, and equipment on special forms to ultimately request reimbursement from the Federal Emergency Management Agency (FEMA). The City will ultimately be submitting for reimbursement for expenses related to the COVID-19 response. Depending on how long the response period lasts, the City's reimbursement is expected to be between \$50,000 and \$100,000.

Budget Development

Due to the COVID-19 response efforts, economic uncertainty from the drastic restrictions placed on business and social activity, and reduced staff capacity while from working from home, the FY 2020-2021 Budget development process has been significantly truncated. With some level of economic restrictions continuing for an undetermined amount of time, staff updated the revenue and expenditure projections for FY 2019-2020 and FY 2020-2021. The updated projection, presented and discussed on April 20, 2020 as part of the City Council Priorities agenda item,

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identified a \$1.5 million – \$2.0 million General Fund budget deficit for Fiscal Year 2020-2021 unless the City implements cost saving measures.

Since we are currently in the midst of the economic restrictions and expect to be under restrictions for the foreseeable future, the depth of the financial impact is extremely hard project, making preparation of the budget through the normal budget process impractical. However, the City has a legal obligation to adopt a budget on or before July 20th per Section 2-648 of the San Fernando City Code.

Therefore, at the direction of City Council, staff implemented the following parameters for developing the FY 2020-2021 Proposed Budget:

- a. The Proposed Budget includes updated personnel costs pursuant to current Memorandum of Understanding with all bargaining units.
- b. The Proposed Budget DOES NOT include any enhancements.
- c. The Proposed Budget includes a reduction in General Fund operating costs (more detail included in the General Fund section of this Budget Message).
- d. The Budget Study Session to review the Proposed Budget is scheduled on Monday, June 1, 2020.
- e. The City Council is tentatively scheduled to hold a Public Hearing to adopt the Budget on Monday, June 15, 2020.
- f. The City Council will review the FY 2020-2021 Adopted Budget in September/October and consider additional adjustments (i.e. reductions or enhancements) depending on the economic outlook and impact on the City's tax base.

This approach will allow the City to meet the legal obligation for adopting a budget and continue to operate until there is more certainty related to the impact of the current restrictions on the City's revenues. A more in-depth and meaningful budget review should be achievable in the Fall.

Economic Outlook

In a typical year, it is important to understand the projected direction of the economy to develop an accurate budget. Through February 2020, the national and state economies were in the midst of the longest recorded economic expansion that had been on a long, slow recovery since the end of the Great Recession in 2009. As a nation, fundamentals indicators were strong with record low unemployment (3.7%), strong investment in residential and non-residential construction, personal consumption had been increasing since 2009, and the S&P 500 index was at or near

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record levels.¹ The prevailing view among economists at the time was that the biggest threat to the economy was a prolonged trade war with China.

Ultimately, the economic threat did originate in China; however, it was not the trade war. Instead, it was a novel coronavirus now known as COVID-19. The first cases of COVID-19 were reported in December 2019 in the Wuhan Province in China. COVID-19 can take up to 14 days to show symptoms, is highly contagious (even before showing symptoms) and has no known vaccine. Due to this long incubation period and lack of treatment, infected individuals traveled globally without knowing they were carrying the virus. Consequently, the disease quickly spread beyond Wuhan, China.

On January 21, 2020, the United States reported the first confirmed case of COVID-19. By mid-March, the state of California declared a state of emergency, the World Health Organization (WHO) declared the virus outbreak a pandemic, and the number of COVID-19 cases was increasing exponentially each day. In response, California (along with many other states) implemented social distancing and the most severe economic restrictions in recent history. All “non-essential” businesses, including bars, clubs, theaters, retail, entertainment centers, and fitness centers were ordered to close. Restaurants were allowed to stay open, but for take-out only.

Locally, the Los Angeles County Department of Public Health issued the Safer at Home Order requiring all non-essential employees stay home and self-quarantine. Although this move was necessary to “flatten the curve” and keep the healthcare system from being overwhelmed by sick patients, it brought the local economy to a standstill.

Federal Economy

The federal government is grappling with the dramatic and unprecedented toll the epidemic has had on the economy. Since the beginning of the pandemic, more than 38 million Americans have filed for unemployment benefits and the unemployment rate has exceeded 17%². Countless small business have had to close their businesses and many will never reopen.

On March 27th, Congress passed the Coronavirus Aid, Relief, and Economic Security (CARES) Act to provide fast and direct economic assistance for American workers and families, small businesses, and preserves jobs for American industries. Included in this stimulus package were direct payments of up to \$1,200 to most American and funding for loans to industry and small businesses. More stimulus funding is anticipated, which will continue to increase the National debt and raise long-term inflationary concerns.

¹ 2020 LAEDC Economic Forecast & Industry Outlook; <https://laedc.org/2020/02/19/2020-economic-forecast/>

² Department of Labor Unemployment Report; May 21, 2020; <https://www.dol.gov/ui/data.pdf> visited 5/25/2020

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State Economy

Once the first COVID-19 cases were confirmed in California, Governor Gavin Newsom acted swiftly to impose social distancing restrictions. Unfortunately, that meant shutting down the nation's largest economy, which has severely impacted the state's core industries, including the tourism, technology and entertainment industries. After seven weeks of strict stay at home orders, the state began implementing a phased reopening of the economy in mid-May by allowing curbside pickup at smaller retail stores, approving restaurant dine-in plans in less impacted counties, and developing protocol to begin allowing personal services, such as barbershops and nail salons.

The economic cost to the state in lost income and sales tax revenue is not yet known; however, it is expected to be significant. Additionally, the cost to support the response efforts and pay for cleaning, testing, additional healthcare resources, and additional unemployment payments will be substantial.

Fortunately, the state was able to set aside considerable "rainy day" funds during this long economic expansion, which puts the state in a better position in the short term. However, Legislative Analyst Gabriel Petek told members of the state Senate's budget committee on April 16, 2020 to prepare for a projected deficit of as much as \$35 billion in the near future and an additional \$85 billion in the fiscal years to come; on par with California's budget problems during the Great Recession.

As California begins to open up in phases over the coming weeks and months, it is expected that the economy will also begin to rebound. However, many Californians will have amassed personal debt while adhering to stay at home orders and many businesses will never re-open. It may be years before California's economy fully recovers, especially the tourism and travel industry.

Local Economy

San Fernando is a working class City and the lifeblood of our local economy is our small business community. Similar to the national and state economies, San Fernando had been experiencing a long economic expansion with new retail, restaurants, and manufacturing businesses opening in the last few years. Unfortunately, the working class and small businesses have been the hardest hit by the economic restrictions in terms of lost jobs, wages, and business income.

Local data related to unemployment, wages, sales tax and business income since the implementation of economic restrictions in mid-March is not yet available. However, many businesses were ordered to close and "essential" businesses that were allowed to stay open experienced a significant decline in customers. As the Governor allows businesses to re-open in Phases, the City will work to support promoting local business and supporting their efforts to operate under the new social distancing protocol.

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General Fund Overview

The City's top revenue sources in FY 2019-2020 included Sales Tax (\$7.7 million), Business Tax (\$1.3 million), and Admission Tax from the swap meet (\$715,000), which are all generated from local business activity and will be directly impacted by the economic shutdown. Together, those three revenue sources accounted for approximately 47%, or \$9.7 million, of total General Fund revenue.

Due to the severe economic restrictions, many local retailers, restaurants, manufactures and service providers are experiencing a significant loss of revenue, which in turn, impacts the City's tax base. Consequently, the proposed General Fund Budget projects a 9.4% reduction in revenue from FY 2019-2020. Conversely, the City has multi-year Memoranda of Understanding with all bargaining units that include salary and benefit increases for City staff. The updated personnel costs result in a 5.4% increase in expenditures from FY 2019-2020.

In an effort to temporarily reduce operating costs, the proposed budget includes just under \$1.1 million in reductions:

- Department Operations and Maintenance cuts (\$208,600)
- One-time deferral of the General Fund loan payment to the Retirement Fund (\$250,000)
- One-time deferral of the General Fund loan payment to the Sewer Fund (\$50,000)
- One-time reduction of General Fund payments to the Self-Insurance Fund (\$500,000)
- One-time reduction of General Fund subsidy to the Landscape and Lighting Assessment District (\$20,000)

Despite these efforts, the Proposed General Fund Budget has a deficit of almost \$808,000 with projected revenues of \$19,105,367 and expenditures of \$19,913,500.

Recommended Operating Reductions

To achieve budget savings, each Department was asked to cut ten-percent (10%) from operating costs. In total, these cuts reduced \$208,600 from prior year expenditures. The impact of the proposed cuts for each department are included below.

City Council: Reduced \$12,000 from operating costs by decreasing each City Councilmember's Meetings and Travel Budget from \$4,000 to \$2,000. This will reduce the number of conferences each Councilmember will be able to attend.

Administration Department: Reduced \$7,500 from operating costs by decreasing employee recruitment and professional development costs.

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City Clerk's Office: Reduced \$5,850 from operating costs by decreasing advertising costs and publishing ordinance summaries rather than the complete ordinance in the local newspaper.

Finance Department: Reduced \$80,085 from operating costs by decreasing Professional Services, Information Technology services and Appropriated Reserve.

Community Development Department: Reduced \$11,650 from operating costs by decreasing Professional Services to support processing of code enforcement citations, online permitting, and additional planning services.

Police Department: Reduced \$24,600 from operating costs by decreasing Department Supplies, Personnel Training and Meetings and Travel.

Public Works Department: Reduced \$48,750 from operating costs by decreasing Professional Engineering Services and Repair and Supplies in various divisions.

Recreation and Community Services Department: Reduced \$18,200 from operating costs by decreasing Membership Dues and Contractual Services due to reduced summer programming.

Personnel:

The City's core mission is to provide service to the community, including providing public safety, fixing streets, trimming trees, permitting new buildings and building improvements, supporting businesses, enforcing community beautification ordinances, providing recreation programs, and planning and organizing special community events. At the core of all of these services are city staff. Without their labor, the City would not be able to provide any of the above services. Consequently, sixty-one percent (61%) of the General Fund budget consists of personnel related costs.

The City has engaged all bargaining units to discuss additional cost cutting measures to further reduce the General Fund Budget deficit.

Measure A

In June 2013, San Fernando voters approved a ½ cent local transaction use tax (Measure A) for a period of seven years. In November 2018, voters approved to extend the tax indefinitely to provide long-term financial stability to the City.

In prior years, funds raised through the transaction tax have been imperative to the City's long-term financial stability as they were used to pay off existing debt, reduce the deficit fund balance in the General Fund, strengthen the Self-Insurance and Equipment Replacement Funds, fund one-time projects that address critical needs, and enhance services to the community. Without

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Measure A, the City would not have been able to eliminate the \$5.7 million General Fund deficit fund balance in 2013 without a significant reduction in services. Due to prudent financial planning, the General Fund had a positive reserve fund balance of \$1.8 million.

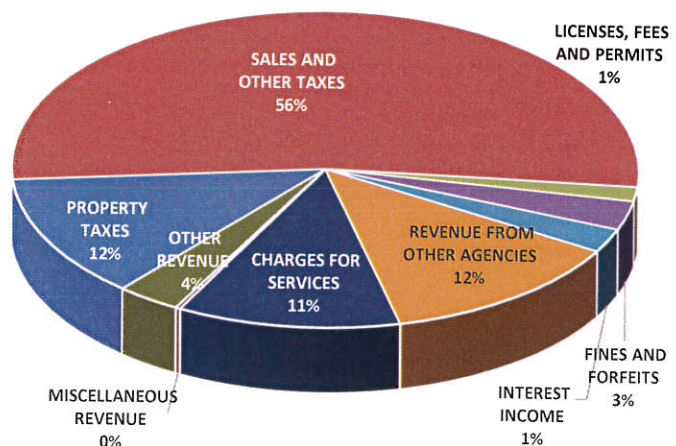
In FY 2020-2021, Measure A is projected to raise approximately \$2.2 million, which is a decrease of \$350,000, or 13.7%, from FY 2019-2020. All Measure A revenues will be necessary to cover operating costs to avoid a significant reduction in services in FY 2020-2021. Since Measure A revenues are needed for operating costs, the City will need to defer a number of internal debt payments, draw down some Self-Insurance Fund reserves, and freeze all enhancements.

Fortunately, the City was able to climb out of a significant financial hole due primarily to Measure A revenues. Unfortunately, many of the financial gains the City has made since 2013 will be lost due to the COVID-19 pandemic.

General Fund Revenue

The FY 2020-2021 Proposed Budget projects \$19,105,367 in General Fund revenue. This represents a decrease of almost \$1.5 million, or 7.3%, from the prior fiscal year. The City's largest revenue source is Sales Tax, followed by Property Tax and Charges for Service.

The Proposed Budget projects an decrease of 8.7% (\$670,000) in Sales Tax related revenue (including Measure A), and Property Tax receipts are projected to decrease by 5.9% (\$150,000).



Charges for Services are projected to decrease by 1.7% (\$39,250) to reflect slowing in development activity and loss of reimbursement for special police services at the Swap Meet.

Admissions Taxes are projected to decrease by 9.1% (\$65,000). Admissions Taxes are primarily generated from the admission fee to the Swap Meet. The Swap Meet has been closed since mid-March and is expected to remain closed until the County starts to implement Phase 3 re-opening procedures. The reduced revenue assumes the Swap Meet will remain completely closed through the end of July.

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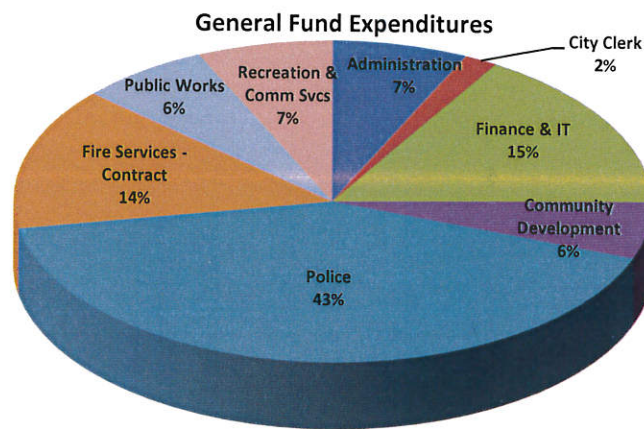
Fines and Forfeitures are projected to decrease by 15.6% (\$95,000) due to relaxed parking enforcement and the City Council approved COVID-19 Financial Hardship Program to reduce fines for residents impacted by COVID-19.

Overall, total revenues are expected to decrease by 7.3% (\$1,493,055) from FY 2019-2020 due to the economic restrictions resulting from COVID-19.

General Fund Expenditures

The FY 2020-2021 Proposed Budget includes \$19,913,500 in General Fund expenditures. The Proposed Budget includes an overall increase of approximately 0.3% in expenditures from FY 2019-2020.

The Proposed Budget includes approximately \$1.1 million in operating reductions and negotiated salary increases that range from 2% to 4%. Additional information on the proposed budget reductions are included in Recommended Operating Reductions section of this Budget Message.



Total Budget: \$19,853,662

Enterprise Funds: Projects and Enhancements

Enterprise funds are used to account for services provided to the public on a fee for service basis, similar to the operation of a private enterprise. San Fernando currently operates three enterprise funds: 1) Water Fund, 2) Sewer Fund, and 3) Compressed Natural Gas Fund.

In December 2019, City Council approved a water and sewer rate study analyzing the existing fees and calculating rates to ensure that fees charged to customers are sufficient to meet the cost to operate the water and sewer systems and replace aging water and sewer main lines. Based on that study, rates were increased approximately 10% effective January 1, 2020. Those rate increases are included in the Enterprise Fund revenue projections below.

The total budget for the Water Fund is \$4,607,289, which includes \$3,428,855 for operations and \$1,178,434 for capital projects, including approximately \$2 million for various water main replacements and related engineering design.

Total projected Water Fund revenues are \$4,297,000, resulting in a planned budget deficit in the Water Fund of \$1.7 million. The budget deficit is primarily the result of planned capital improvements, which will reduce the Water Fund reserve balance to approximately \$1.5 million.

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The total budget for the Sewer Fund is \$4,378,639 which includes \$3,200,523 for operations and \$1,250,734 for capital projects, including more than \$1 million for sewer main replacement and \$778,000 for capital improvement payments to City of Los Angeles for the Hyperion Treatment system.

Total projected Sewer Fund revenues are \$3,437,500, resulting in a planned budget deficit in the Sewer Fund of almost \$1.7 million. Similar to the Water Fund, the Sewer Fund budget deficit is primarily the result of planned capital improvements, which will reduce the Sewer Fund reserve balance to approximately \$82,000.

Special Revenue, Grant, and Capital Funds

Special Revenue, Grant, and Capital Funds are used to account for financial resources that are restricted by law or contractual agreement for specific purposes. San Fernando has a number of Special Revenue, Grant, and Capital Funds to account for a wide array of services provided to the community, including, but not limited to, dial-a-ride, traffic safety, street lighting, parking maintenance, supplemental law enforcement services, capital grants, capital projects, and park improvements. A number of these Funds also serve as a conduit for the receipt and transfer of funds.

The total appropriations in the Special Revenue, Grant, and Capital Funds are \$14,582,352.

Conclusion

The emphasis of the FY 2020-2021 Budget is to enhance quality of life by maintaining the quality of the services the City currently provides, completing key street resurfacing, water and sewer capital replacement projects, and continuing to make significant strides toward reducing the operating budget deficit and General Fund deficit fund balance. Having said that, it must be recognized that the City still has a long way to go before we truly achieve financial sustainability. The fiscal challenges the City has experienced over the past several years have left a number of unmet needs, which cannot be addressed at this time.

The City's financial position has stabilized. Creative ways to provide services will need to be explored to address the ongoing structural deficit, build sufficient reserves, fund savings accounts for needed maintenance and equipment replacement, pre-fund long term liabilities, and restore services and programs to the community.

Acknowledgments

I would like to acknowledge the guidance of the City Council, the dedication of Finance Department staff, the City's management team, and City staff that ensure the community receives the highest level of service each and every day.



CITY-WIDE STRATEGIC GOALS FISCAL YEAR 2020-2021

City-wide Strategic Goals articulate City-wide long-term strategic goals and objectives that the organization strives to achieve over the next three to five years. They provide broad context for budget development to ensure staff is working toward achieving the organization's long-term objectives. The Strategic Goals guiding the development of the Fiscal Year 2020-2021 budget are:

1. Provide useful public education, protect public health, enforce public health orders, maintain public safety, and support residents and businesses hit hardest by COVID-19.
2. Continue to stabilize the City's finances by maintaining a balanced budget, continuing to reduce the General Fund deficit, and preserving reserve balances in a number of critical funds, including, but not limited to, the General Fund, Self-Insurance Fund, and Equipment Replacement Fund.
3. Ensure regional rail projects servicing San Fernando do not create an undue hardship to the City's residents and businesses.
4. Pursue Economic Development opportunities to bolster the City's revenue and enhance the City of San Fernando's profile.
5. Increase capital expenditures to address critical infrastructure needs, including, but not limited to, addressing deferred maintenance of City streets, water and sewer systems, and sidewalks.
6. Increase the City's use of technology to work more efficiently, increase transparency for citizens and stakeholders, and provide enhanced customer service.
7. Offer top notch recreation programs through the Healthy San Fernando initiative and explore opportunities to expand sports programs.
8. Pursue grant funding that addresses a need and provides a net benefit to the City.
9. Continue to review and update the City's policies and procedures.
10. Explore opportunities for community and cultural programs.
11. Increase water conservation efforts, including, but not limited to, community outreach and implementation of water conservation programs.

SECTION II.

BUDGET OVERVIEW

CITY OF SAN FERNANDO SUMMARY OF SOURCES AND USES BY FUND FISCAL YEAR 2019-2020						CITY OF SAN FERNANDO SUMMARY OF SOURCES AND USES BY FUND FISCAL YEAR 2020-21							
FUND NO.	FUND NAME	Actual Beginning Balance July 1, 2019	Estimated Revenues FY 2019-2020	Estimated Expenditures FY 2019-2020	Estimated Ending Balance June 30, 2020	Estimated Revenues FY 2020-2021	Transfers In	Total Resources	Adopted Operating Expenditures FY 2020-2021	Capital Expense/ Transfers	Transfers Out	Total Requirements	Estimated Ending Balance June 30, 2021
General Fund:													
001	General Fund	\$ 1,821,163	\$ 20,590,582	\$ 21,675,620	\$ 736,125	\$ 19,105,367	\$ -	\$ 19,105,367	\$ 19,913,500	\$ -	\$ -	\$ 19,913,500	\$ (72,008)
Total General Fund:						\$ 19,105,367	-	19,105,367	19,913,500	-	-	19,913,500	(72,008)
Special Revenue Funds:													
002	Supplemental Law Enforcement Services	\$ 96,867	\$ 125,000	\$ 125,000	\$ 96,867	\$ 125,000	-	125,000	-	-	125,000	\$ 96,867	
007	Proposition "A" - Transit Development Fund	\$ 73,604	\$ 497,710	\$ 525,431	\$ 45,883	\$ 525,215	-	525,215	490,935	-	-	490,935	\$ 80,163
008	Proposition "C" - Transit Development Fund	\$ 574,536	\$ 412,838	\$ 637,874	\$ 349,500	\$ 435,652	-	435,652	249,636	-	-	249,636	\$ 535,515
009	Proposition "C" - Discretionary	\$ 21,335	\$ 775,376	\$ 775,376	\$ 21,335	\$ -	-	-	-	-	-	-	\$ 21,335
010	Grant Fund	\$ (125,302)	\$ 11,692,167	\$ 12,122,292	\$ (555,427)	\$ -	-	-	-	-	-	-	\$ (555,427)
011	State Gas Tax Fund	\$ 41,727	\$ 644,771	\$ 739,269	\$ (52,771)	\$ 582,022	-	582,022	276,885	-	245,000	521,885	\$ 7,366
012	Measure R Fund	\$ 2,613,644	\$ 309,662	\$ 2,557,370	\$ 365,936	\$ 326,773	-	326,773	178,638	-	-	178,638	\$ 514,071
013	Traffic Safety Fund	\$ (2,116)	\$ 10,000	\$ -	\$ 7,884	\$ 10,000	-	10,000	-	-	-	-	\$ 17,884
014	Cash In-Lieu of Parking	\$ 442,128	\$ -	\$ -	\$ 442,128	\$ -	-	-	-	-	-	-	\$ 442,128
015	Local Transportation Fund (SB 325)	\$ 1	\$ 17,761	\$ 17,761	\$ 1	\$ 18,911	-	18,911	-	18,912	-	18,912	\$ -
016	Air Quality Management District Fund	\$ 62,885	\$ 30,000	\$ 7,290	\$ 85,595	\$ 30,000	-	30,000	-	-	-	-	\$ 115,595
017	Recreation Self Sustaining Fund	\$ 49,449	\$ 178,634	\$ 186,316	\$ 41,767	\$ 178,634	-	178,634	193,479	-	-	193,479	\$ 26,922
018	Retirement Fund	\$ 11,378,090	\$ 4,792,768	\$ 4,917,221	\$ 11,253,637	\$ 4,433,920	-	4,433,920	5,197,491	-	-	5,197,491	\$ 10,490,066
019	Quimby Act Fees	\$ 3	\$ -	\$ -	\$ 3	\$ -	-	-	-	-	-	-	\$ 3
020	State Asset Seizure	\$ 37,950	\$ -	\$ 37,000	\$ 950	\$ -	-	-	-	-	-	-	\$ 950
021	Federal Asset Seizure	\$ 8,634	\$ -	\$ -	\$ 8,634	\$ -	-	-	-	-	-	-	\$ 8,634
022	STPL	\$ 5,389	\$ -	\$ -	\$ 5,389	\$ -	-	-	-	-	-	-	\$ 5,389
024	Measure M Fund	\$ 555,508	\$ 350,912	\$ 883,455	\$ 22,965	\$ 370,304	-	370,304	-	-	-	-	\$ 393,269
025	Road Maintenance and Rehab (SB1)	\$ 593,196	\$ 407,203	\$ 407,203	\$ 593,196	\$ 470,622	-	470,622	-	470,622	-	470,622	\$ 593,196
026	Community Development Block Grant	\$ (18,758)	\$ 246,940	\$ 288,807	\$ (60,624)	\$ 225,000	-	225,000	-	225,000	-	225,000	\$ (60,624)
027	Street Lighting	\$ 139,055	\$ 378,000	\$ 408,965	\$ 108,090	\$ 344,460	-	344,460	304,646	-	-	304,646	\$ 147,904
029	Parking Maintenance Operations	\$ 404,002	\$ 204,800	\$ 367,141	\$ 241,662	\$ 212,060	-	212,060	209,419	-	-	209,419	\$ 244,302
030	Mall Maintenance Operations	\$ -	\$ 85,000	\$ 45,129	\$ 39,871	\$ 85,000	-	85,000	40,671	4,457	-	45,128	\$ 79,742
032	Capital Outlay	\$ 49,752	\$ 25,000	\$ 25,000	\$ 49,752	\$ -	-	-	-	-	-	-	\$ 49,752
050	Pavement Fund	\$ 13,753	\$ -	\$ 34	\$ 13,719	\$ -	-	-	-	-	-	-	\$ 13,719
053	Community Investment Fund	\$ (2,486)	\$ 21,000	\$ 21,000	\$ (2,486)	\$ 10,000	-	10,000	10,000	-	-	10,000	\$ (2,486)
055	Comm. Development Surcharge Fund	\$ 33,126	\$ 31,000	\$ 31,000	\$ 33,126	\$ 31,000	-	31,000	31,000	-	-	31,000	\$ 33,126
094	Low Income Housing	\$ 3,371,029	\$ 450,000	\$ 22,500	\$ 3,798,529	\$ 797,000	-	797,000	22,500	-	-	22,500	\$ 4,573,029
101	AB109 Task Force Fund	\$ 14,107	\$ -	\$ -	\$ 14,107	\$ -	-	-	-	-	-	-	\$ 14,107
108	California Arts Council	\$ (1,710)	\$ 18,000	\$ 18,000	\$ (1,710)	\$ -	-	-	-	-	-	-	\$ (1,710)
109	National Endowment for the Arts	\$ (35,584)	\$ 50,000	\$ 50,000	\$ (35,584)	\$ -	-	-	-	-	-	-	\$ (35,584)
110	Operating Grants	\$ (203)	\$ 673,534	\$ 673,534	\$ (203)	\$ -	-	-	-	-	-	-	\$ (203)
111	DUI Avoid Campaign	\$ 3,056	\$ -	\$ -	\$ 3,056	\$ -	-	-	-	-	-	-	\$ 3,056
113	MTA TOD Planning Grant	\$ -	\$ -	\$ -	\$ -	\$ -	-	-	-	-	-	-	\$ -
115	Elderly Nutrition Program	\$ -	\$ -	\$ -	\$ -	\$ -	-	-	-	-	-	-	\$ -

CITY OF SAN FERNANDO SUMMARY OF SOURCES AND USES BY FUND FISCAL YEAR 2019-2020						CITY OF SAN FERNANDO SUMMARY OF SOURCES AND USES BY FUND FISCAL YEAR 2020-21							
FUND NO.	FUND NAME	Actual Beginning Balance July 1, 2019	Estimated Revenues FY 2019-2020	Estimated Expenditures FY 2019-2020	Estimated Ending Balance June 30, 2020	Estimated Revenues FY 2020-2021	Transfers In	Total Resources	Adopted Operating Expenditures FY 2020-2021	Capital Expense/ Transfers	Transfers Out	Total Requirements	Estimated Ending Balance June 30, 2021
118	Housing Related Parks	\$ -	-	-	\$ -	\$ -	-	-	-	-	-	-	\$ -
119	Office of Comm. Oriented Policing	\$ (0)	49,659	49,659	\$ (0)	\$ -	-	-	-	-	-	-	\$ (0)
120	ABC Alcohol Beverage Control Grant	\$ (0)	-	-	\$ (0)	\$ -	-	-	-	-	-	-	\$ (0)
Total Special Revenue Funds: \$ 20,396,666						\$ 9,211,573	-	9,211,573	7,205,301	718,991	370,000	8,294,292	\$ 17,852,056
Enterprise and Internal Service Funds:													
006	Self Insurance	\$ (2,433,499)	1,435,000	1,400,000	\$ (2,398,499)	\$ -	1,267,246	1,267,246	1,450,000	-	-	1,450,000	\$ (2,581,253)
041	Equipment Maintenance/Replacement	\$ 728,943	1,019,317	903,471	\$ 844,789	\$ -	829,477	829,477	590,443	-	71,227	661,670	\$ 1,012,596
043	Facility Maintenance	\$ 49,328	1,747,000	1,945,067	\$ (148,739)	\$ -	1,609,720	1,609,720	1,555,356	-	88,980	1,644,336	\$ (183,355)
070	Water	\$ 4,830,181	5,547,000	8,730,386	\$ 1,646,795	\$ 4,522,000	-	4,522,000	3,186,862	1,178,434	241,994	4,607,289	\$ 1,561,506
072	Sewer	\$ 5,035,397	3,437,500	6,374,061	\$ 2,098,836	\$ 3,578,000	-	3,578,000	3,004,070	1,250,734	123,834	4,378,639	\$ 1,298,197
073	Refuse/Environmental	\$ 59,084	-	-	\$ 59,084	\$ -	-	-	-	-	-	-	\$ 59,084
074	Compressed Natural Gas	\$ 82,256	140,000	157,344	\$ 64,912	\$ 140,000	-	140,000	115,765	-	-	115,765	\$ 89,147
Total Enterprise and Internal Service Funds: \$ 8,351,690						\$ 8,240,000	3,706,443	11,946,443	9,902,496	2,429,168	526,034	12,857,699	\$ 1,255,922
TOTAL ALL CITY FUNDS: \$ 30,569,519						\$ 36,556,940	3,706,443	40,263,383	37,021,297	3,148,159	896,034	41,065,490	\$ 19,035,970

CITY OF SAN FERNANDO
GOVERNMENTAL, SPECIAL AND PROPRIETARY FUNDS
SUMMARY OF REVENUES, EXPENDITURES, AND OTHER FINANCING SOURCES AND USES
FISCAL YEAR 2020-2021

The total budget for Governmental, Special and Proprietary Funds. This summary provides an overview of each fund's budget in each of the four main categories: Personnel, Maintenance and Operating Expenses (M & O), Capital/Transfers, and Internal Service Charges.

	Governmental Funds	Special Funds	Proprietary Funds	Total: All Funds
Revenue - by Type				
Property Taxes	2,400,000	4,433,920	-	6,833,920
Sales and Other Taxes	9,678,000	1,657,944	-	11,335,944
Licenses and Permits	310,000	-	-	310,000
Fines and Forfeitures	512,800	-	-	512,800
Interest & Rental Income	496,640	-	-	496,640
From Other Agencies	2,610,048	3,119,709	-	5,729,757
Charges for Service	2,284,879	-	11,946,443	14,231,322
Miscellaneous Revenue	30,000	-	-	30,000
Other Revenue	783,000	-	-	783,000
Total Revenue - by Type	19,105,367	9,211,573	11,946,443	40,263,383
Other Financing Sources		-	-	-
Total Revenue and Other Financing Sources	19,105,367	9,211,573	11,946,443	40,263,383
Expenditure - by Type				
Personnel	12,280,313	5,114,829	3,773,921	21,169,064
Operating	5,279,106	2,090,472	6,128,575	13,498,153
Capital Expenses/Transfers	-	714,534	2,429,168	3,143,702
Internal Service Charges	2,354,081	374,457	526,034	3,254,572
Total Expenditure by Type	19,913,500	8,294,292	12,857,699	41,065,490
Other Financing Uses	-	-	-	-
Total Expenditures and Other Financing Uses	19,913,500	8,294,292	12,857,699	41,065,490
Total Budget Surplus(Deficit)	(808,133)	917,281	(911,255)	(802,107)

CITY OF SAN FERNANDO
GENERAL FUND
SUMMARY OF APPROPRIATIONS BY DIVISION - BY TYPE
FISCAL YEAR 2020-2021

The total budget for each General Fund division, by department. This summary provides an overview of each division's budget in each of the four main categories: Personnel, Maintenance and Operating Expenses (M & O), Capital/Transfers, and Internal Service Charges.

ADMINISTRATION	Personnel	Operating	Capital Expenses	Internal Svc. Chrg.	Total Budget
01-101 City Council	141,615	44,000	-	15,506	201,120
01-105 Administration	375,280	22,550	-	31,012	428,841
01-106 Personnel	305,002	39,500	-	41,866	386,368
01-110 City Attorney	-	262,500	-	-	262,500
01-112 Labor Attorney	-	50,000	-	-	50,000
01-500 Fire Services - Contract	-	2,900,000	-	-	2,900,000
Total Administration Department	821,896	3,318,550	-	88,383	4,228,829

CITY CLERK	Personnel	Operating	Capital Expenses	Internal Svc. Chrg.	Total Budget
01-115 City Clerk	260,515	26,049	-	27,324	313,888
01-116 Elections	2,000	53,000	-	-	55,000
Total City Clerk Department	262,515	79,049	-	27,324	368,888

FINANCE	Personnel	Operating	Capital Expenses	Internal Svc. Chrg.	Total Budget
01-130 Finance Administration	510,660	137,400	-	64,292	712,351
01-131 Treasury	104,352	780	-	24,109	129,242
01-135 Information Technology	-	425,000	-	-	425,000
01-180 Retirement Health Premiums	950,000	-	-	-	950,000
01-190 Non-Departmental	60,000	374,700	-	445,000	879,700
Total Finance Department	1,625,012	937,880	-	533,401	3,096,293

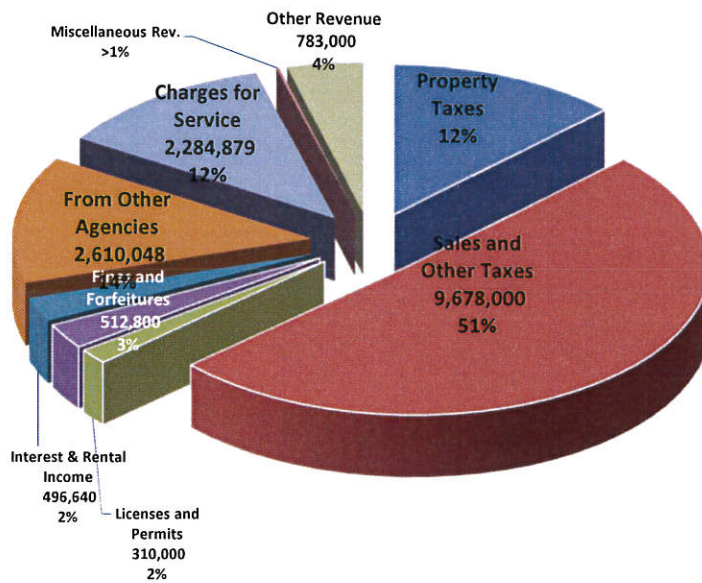
COMMUNITY DEVELOPMENT	Personnel	Operating	Capital Expenses	Internal Svc. Chrg.	Total Budget
01-140 Building and Safety	166,430	8,739	-	19,382	194,551
01-150 Planning/Administration	378,895	41,036	-	38,765	458,695
01-151 Economic Development	-	50,000	-	-	50,000
01-152 Community Preservation	348,080	41,000	-	102,725	491,805
Total Community Development	893,405	140,775	-	160,872	1,195,052

POLICE	Personnel	Operating	Capital Expenses	Internal Svc. Chrg.	Total Budget
01-222 Police Admin	849,303	200,320	-	103,833	1,153,456
01-224 Detectives	882,302	13,531	-	200,790	1,096,624
01-225 Patrol	5,116,663	65,520	-	709,075	5,891,258
01-226 Reserves/Explorers	45,000	12,000	-	9,276	66,276
01-230 Community Service	231,139	200	-	55,173	286,512
01-250 Emergency Services	-	5,000	-	-	5,000
Total Police Department	7,124,406	296,571	-	1,078,147	8,499,124

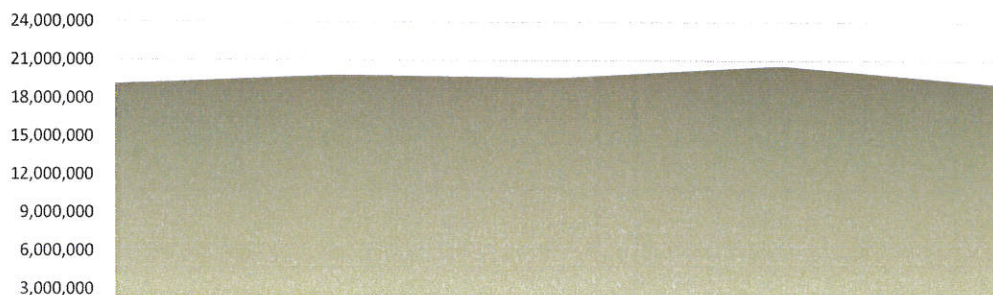
**SECTION III.
GENERAL FUND
OVERVIEW**

**CITY OF SAN FERNANDO
GENERAL FUND
SUMMARY OF REVENUE BY TYPE - 5 YEAR HISTORY
FISCAL YEAR 2020-2021**

General Fund Revenue	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	2021 Proposed
Property Taxes	2,226,647	2,182,826	2,450,000	2,550,000	2,400,000
Sales and Other Taxes	10,691,362	11,230,809	10,320,000	10,748,000	9,678,000
Licenses and Permits	263,171	313,503	273,000	320,000	310,000
Fines and Forfeitures	521,042	426,697	607,800	607,800	512,800
Interest & Rental Income	233,171	226,728	419,000	611,640	496,640
From Other Agencies	2,327,480	2,426,713	2,499,882	2,610,048	2,610,048
Charges for Service	2,069,703	2,190,473	2,151,456	2,331,289	2,284,879
Miscellaneous Revenue	44,017	48,013	50,000	50,000	30,000
Other Revenue	751,439	789,768	877,142	761,805	783,000
Total Revenue	19,128,032	19,835,530	19,648,280	20,590,582	19,105,367



General Fund Revenue History



**CITY OF SAN FERNANDO
GENERAL FUND
PROJECTED REVENUE DETAIL
FISCAL YEAR 2020-2021**

Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/19	2020 % Rec'd	2021 Projected
3100 PROPERTY TAXES							
3110-0000 SECURED PROPERTY TAXES-CY	1,949,918	1,557,791	1,830,526	2,050,000	750,856	41%	1,900,000
3120-0000 UNSECURED PROPERTY TAXES C/Y	62,462	-	-	-	-	#DIV/0!	-
3130-0000 PRIOR YEARS PROPERTY TAXES	(2,070)	(3,885)	(4,676)	-	(4,559)	100%	-
3142-0000 RESIDUAL TAX REVENUE	151,858	503,486	597,106	400,000	-	0%	400,000
3146-0000 CITY PASS THROUGH - TAXING ENTITY	62,911	97,457	106,826	100,000	-	0%	100,000
3150-0000 PROPERTY TAX PENALTIES & INT	1,568	27,978	18,747	-	25,310	100%	-
	<u>2,226,647</u>	<u>2,182,826</u>	<u>2,548,529</u>	<u>2,550,000</u>	<u>771,608</u>	<u>30%</u>	<u>2,400,000</u>
3200 SALES AND OTHER TAXES							
3210-0000 SALES AND USE TAXES	5,182,192	5,328,701	5,365,031	5,150,000	2,077,342	39%	4,830,000
3210-3110 PROP TAX IN LIEU OF SALES & USE TAX	-	-	-	-	-	0%	-
3210-3201 TRANSACTION SALES TAX - 1/2 CENT	2,464,287	2,663,298	2,498,386	2,550,000	939,204	38%	2,200,000
3211-0000 P.S.A.F.	205,784	236,447	204,445	225,000	98,141	48%	200,000
3230-0000 FRANCHISES	131,857	144,951	145,407	150,000	-	0%	150,000
3231-0000 CABLE TV FRANCHISE	157,551	163,075	183,109	165,000	46,513	25%	165,000
3232-0000 VEHICLE TOW FRANCHISE FEE	20,250	24,435	29,925	20,000	10,890	36%	20,000
3234-0000 REPUBLIC SERVS INC FRANCHISE FEES	326,744	330,919	335,034	325,000	132,584	40%	325,000
3240-0000 BUSINESS LICENSE TAXES	1,325,622	1,456,319	1,433,909	1,300,000	74,110	5%	1,000,000
3240-3243 SWAPMEET BUSINESS LICENSE	40,088	39,857	38,537	40,000	3,061	8%	30,000
3240-3245 BUSINESS LICENSE PROCESSING FEE	68,378	71,433	69,538	68,000	7,337	11%	68,000
3250-0000 DOCUMENTARY TAXES	61,136	49,875	108,880	40,000	39,791	37%	40,000
3260-0000 ADMISSION TAXES	707,473	721,498	702,594	715,000	287,037	41%	650,000
	<u>10,691,362</u>	<u>11,230,809</u>	<u>11,114,794</u>	<u>10,748,000</u>	<u>3,716,009</u>	<u>33%</u>	<u>9,678,000</u>
3300 LICENSES, FEES AND PERMITS							
3315-0000 GENERAL PLAN UPDATE SURCHARGE	-	-	-	-	1,071	-	2,500
3320-0000 CONSTRUCTION PERMITS	198,236	233,083	304,932	250,000	200,646	66%	237,500
3325-0000 COMMERCIAL AND HOME OCCUPANCY PER	22,077	23,022	24,492	25,000	14,864	61%	25,000
3330-0000 PLANNING REVIEW	14,752	21,230	22,087	17,000	24,710	112%	18,000
3335-0000 GARAGE SALE PERMITS	2,690	2,810	2,486	3,000	1,380	56%	3,000
3345-0000 ATM TRANSACTION FEE	2,278	2,326	2,593	3,000	1,112	43%	2,000
3350-0000 BUSINESS LICENSE PERMITS	6,400	6,660	9,020	7,000	4,750	53%	7,000
3351-0000 SB1186 STATE FEE	2,181	10,327	-	-	-	#DIV/0!	-
3385-0000 SELF HAUL PERMIT	-	-	-	-	-	0%	-
3390-0000 BANNER AND SIGN PERMITS	14,557	14,045	13,213	15,000	7,538	57%	15,000
	<u>263,171</u>	<u>313,503</u>	<u>378,824</u>	<u>320,000</u>	<u>256,071</u>	<u>68%</u>	<u>310,000</u>
3400 FINES AND FORFEITS							
3410-0000 VEHICLE CODE FINES	447	-	-	-	-	0%	-
3415-0000 VEHICLE REPOSSESSION FEES	990	1,165	810	800	335	41%	800
3420-0000 GENERAL COURT FINES	5,758	4,848	3,877	5,500	1,417	37%	5,500
3425-0000 CODE ENFORCEMENT CITATIONS	7,800	5,720	6,760	6,500	10,050	149%	6,500
3430-0000 PARKING CITATIONS	506,047	414,964	558,537	595,000	190,729	34%	500,000
	<u>521,042</u>	<u>426,697</u>	<u>569,984</u>	<u>607,800</u>	<u>202,531</u>	<u>36%</u>	<u>512,800</u>
3500 INTEREST INCOME							
3500-0000 INTEREST INCOME	38,997	99,606	63,592	10,000	28,669	45%	10,000
3508-0000 NET INCR/DECR FAIR VAL INVESTMENT	(30,392)	(111,557)	151,304	-	(15,584)	100%	-
3510-0000 FILMING REVENUE	58,930	47,789	92,593	125,000	113,446	123%	10,000
3520-0000 RENTAL INCOME	165,636	190,890	415,171	476,640	247,858	60%	476,640
	<u>233,171</u>	<u>226,728</u>	<u>722,660</u>	<u>611,640</u>	<u>374,389</u>	<u>52%</u>	<u>496,640</u>

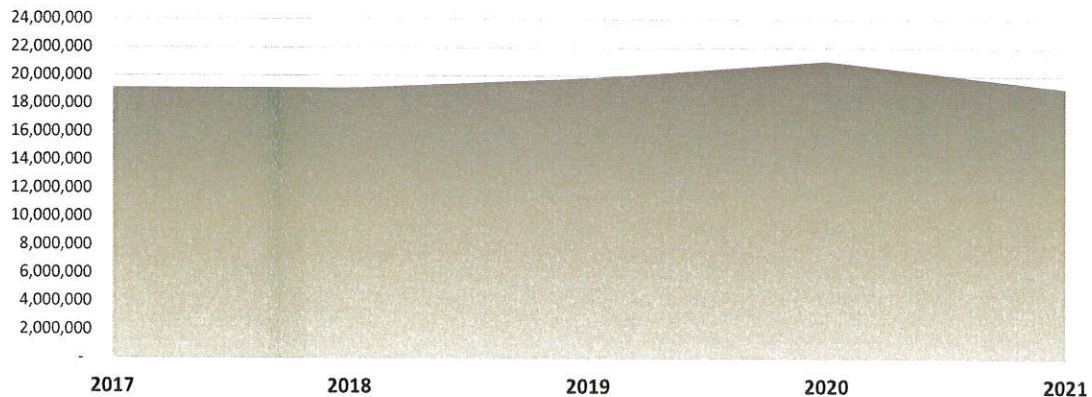
CITY OF SAN FERNANDO
GENERAL FUND
PROJECTED REVENUE DETAIL
FISCAL YEAR 2020-2021

Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/19	2020 % Rec'd	2021 Projected
3600 REVENUE FROM OTHER AGENCIES							
3605-0000 MOTOR VEHICLE IN-LIEU TAX	10,990	12,889	11,809	10,000	-	0%	10,000
3605-3110 PROP TAX IN LIEU OF MOTR VHCL LIC FEES	2,283,356	2,364,153	2,475,896	2,563,048	-	0%	2,563,048
3625-0000 HOMEOWNERS PROPERTY TAX RELIEF	9,865	9,697	9,368	9,500	1,339	14%	9,500
3655-0000 P.O.S.T. REIMBURSEMENT	11,290	15,119	17,449	15,000	17,328	99%	15,000
3685-0000 CALIF REIMB FOR MANDATED COSTS	7,210	10,943	12,595	7,500	-	0%	7,500
3688-0000 CORRECTIONS TRAINING	4,769	5,571	2,422	5,000	990	41%	5,000
3696-3641 COPS HIRING PROGRAM	-	8,341	-	-	-	0%	-
3699-0000 MISCELLANEOUS REIMBURSEMENTS	-	-	4,857	-	-	0%	-
	2,327,480	2,426,713	2,534,396	2,610,048	19,657	1%	2,610,048
3700 CHARGES FOR SERVICES							
3705-0000 ZONING & PLANNING FEES	91,681	72,191	120,532	100,000	35,583	30%	95,000
3706-0000 PUBLIC NOTIFICATION FEES	1,200	720	1,200	1,200	-	0%	1,140
3708-0000 ENVIRONMENTAL ASSESSMENT FEES	2,040	1,020	2,040	2,000	-	0%	1,900
3710-0000 DUPLICATING FEES	20,669	19,845	17,945	20,000	10,484	58%	19,000
3712-0000 CODE ENFORCEMENT INSPECTION ORDER F	1,559	1,151	3,513	2,500	1,828	52%	2,500
3714-0000 INSPECTION UPON RESALE PROGRAM	23,280	21,120	22,560	20,000	11,520	51%	19,000
3715-0000 SPECIAL POLICE SERVICES	199,414	217,877	196,173	215,000	87,739	45%	183,000
3715-0039 TREASURY FORFEITURE	-	-	-	-	-	0%	-
3719-0154 AIMS MAINT & DEVELOP SURCHARGE EDGE	24,255	25,333	-	-	-	0%	-
3720-0000 FINGERPRINT SERVICES	42,201	37,303	37,701	40,000	19,986	53%	40,000
3723-0000 DUI RECOVERY COST PROGRAM	-	-	1,701	-	1,390	100%	-
3725-0000 BOOKING & PROCESSING FEE REIMB	12,673	10,449	12,539	12,000	6,180	49%	12,000
3726-0000 VEHICLE INSPECTION FEES	11,663	10,800	11,540	12,000	6,615	57%	12,000
3728-0000 VENDOR INSPECTION FEES	16,356	15,889	16,430	15,000	7,740	47%	15,000
3730-0000 ENGINEERING & INSPECTION FEES	83,591	65,376	108,047	75,000	42,876	40%	75,000
3738-0000 SPECIAL EVENT SERVICES	4,658	8,898	2,866	3,000	926	32%	3,000
3770-1335 SNACK BAR	-	-	-	-	-	0%	-
3777-0000 FACILITY RENTAL	91,603	83,498	97,148	80,000	33,134	34%	65,000
3780-0000 COURT COMMITMENT PROGRAM	117,580	117,305	95,920	115,000	31,185	33%	115,000
3781-0000 IMPOUNDED VEHICLES	33,273	22,642	29,417	25,000	13,760	47%	25,000
3783-0000 VEHICLE ADMIN. PROCESSING FEE	7,350	7,450	7,240	7,500	4,175	58%	7,500
3785-0000 ALARM FEES	22,430	24,765	29,973	25,000	22,636	76%	25,000
3789-0000 POLICE ADMINISTRATIVE FEES	-	-	1,959	-	676	100%	-
3795-0000 ADMINISTRATIVE OVERHEAD	1,262,227	1,426,841	1,400,256	1,561,089	780,544	56%	1,568,839
	2,069,703	2,190,473	2,216,700	2,331,289	1,118,976	50%	2,284,879
3800 MISCELLANEOUS REVENUE							
3855-0000 PARKING METER REV-CIVIC CENTER	44,017	48,013	56,267	50,000	34,913	62%	30,000
3890-0195 RELAY FOR LIFE	-	-	-	-	-	0%	-
	44,017	48,013	56,267	50,000	34,913	62%	30,000

**CITY OF SAN FERNANDO
GENERAL FUND
PROJECTED REVENUE DETAIL
FISCAL YEAR 2020-2021**

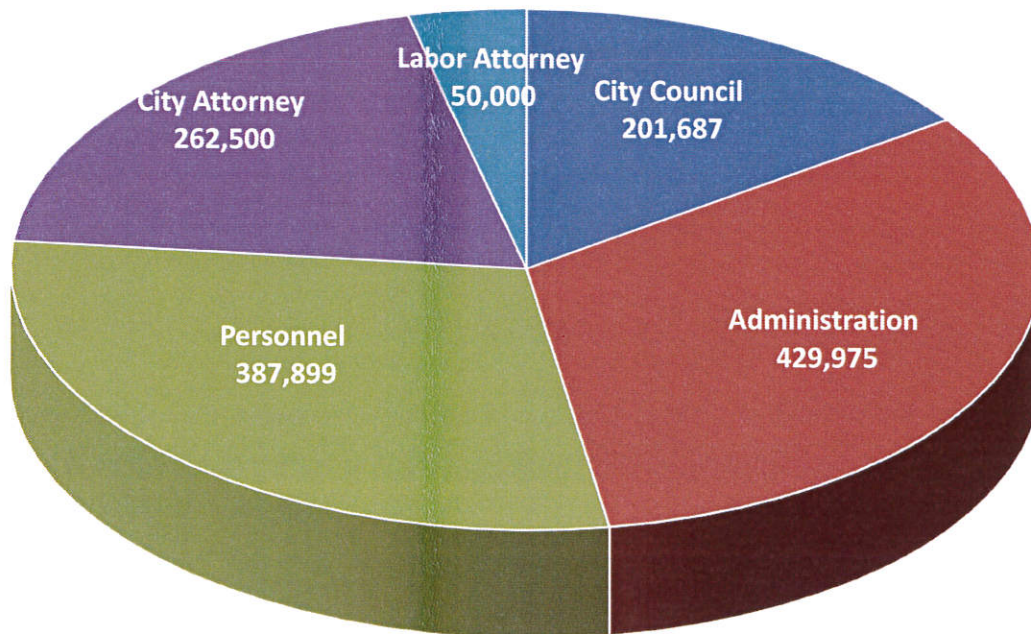
Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/19	2020 % Rec'd	2021 Projected
3900 OTHER REVENUE							
3900-0000 OTHER REVENUE	15	-	25	-	-	100%	-
3901-0000 MISCELLANEOUS REVENUE	34,186	7,058	35,373	30,000	1,263	4%	30,000
3901-3750 SENIOR NUTRITION MEALS-CONTRIBUTIONS	1,068	-	-	-	-	0%	-
3901-3752 HOME DELIVERED MEALS C2 CONT	273	-	-	-	-	0%	-
3904-0000 VENDING MACHINE	-	-	-	-	-	0%	-
3920-0000 GENERAL CITY ELECTION	(157)	-	3,030	-	-	100%	-
3930-0000 MALL MAINTENANCE LEVY	85,742	115,378	96,685	-	-	0%	-
3947-0000 SA ADMINISTRATIVE COST ALLOWANCE	250,000	218,302	250,000	200,000	125,000	50%	250,000
3949-0000 SOLID WASTE ADMIN FEES	3,071	1,714	2,482	1,000	1,242	50%	1,000
3950-0000 PROPERTY DAMAGE REIMBURSEMENT	1,631	25,881	26,816	10,000	4,681	0%	10,000
3960-0000 AREA B ASSESSMENT ADMIN LEVY	1,699	2,202	2,057	2,000	174	8%	2,000
3961-0000 TRANSFER FROM GAS TAX FUND	99,164	184,234	254,642	273,805	136,902	54%	245,000
3963-0000 TRANSFER FROM TRAFFIC SAFETY	14,747	15,000	10,000	-	-	0%	-
3972-0000 TRNSFR FROM COPS SLESF FUND 2	120,000	100,000	125,000	125,000	62,500	50%	125,000
3979-0000 TRANSFER FROM PAVEMENT MANAGEMEN	20,000	-	-	-	-	0%	-
3992-0000 TRANSFER FROM SEWER	60,000	60,000	60,000	60,000	30,000	50%	60,000
3995-0000 TRANSFER FROM THE WATER FUND	60,000	60,000	60,000	60,000	30,000	50%	60,000
	751,439	789,768	926,110	761,805	391,763	42%	783,000
TOTAL GENERAL FUND PROJECTED REVENUE	19,128,032	19,835,530	21,068,263	20,590,582	6,885,917	33%	19,105,367

General Fund Revenue - 5 year History



SECTION IV.
GENERAL FUND
DEPARTMENTAL
BUDGETS

ADMINISTRATION DEPARTMENT



THE CITY OF
SAN FERNANDO

ORGANIZATIONAL CHART
ADMINISTRATION DEPARTMENT
FISCAL YEAR 2020-2021





ADMINISTRATION DEPARTMENT

MISSION STATEMENT

The mission of the Administration Department is to sustain and enhance the quality of life in the San Fernando community by implementing City Council policies, developing and maintaining responsive City programs and services within approved budgetary guidelines, providing leadership and motivation to City staff, maintaining and planning for fiscal integrity, and initiating and continuing strong relationships with local and regional businesses and governmental agencies.

DEPARTMENT OVERVIEW

The Administration Department includes the City Manager's Office, Personnel, and management of the City Attorney, Labor Attorney and Fire Services contracts. The Administration Department is responsible for managing day-to-day operations of the City, including, but not limited to, facilitating quality City service delivery to internal and external customers, coordinating inter-departmental cooperation, recruiting and retaining talented staff, and setting overall fiscal policy.

ACCOMPLISHMENTS FOR FY 2019-2020

1. Recruited and hired new Directors of Finance and Public Works.
2. Completed negotiations for a new Memorandum of Understanding with the San Fernando Police Officers' Association and San Fernando Police Management Unit. (Strategic Goal #1)
3. Coordinated the City's emergency response to the COVID-19 pandemic.

OBJECTIVES FOR FY 2020-2021

1. Continue to coordinate the City's emergency response to the COVID-19 pandemic. (Strategic Goal #1)
2. Provide guidance and support to City Council to protect the City's finances resulting from the COVID-19 pandemic, including, but not limited to, providing accurate revenue projections, implementing cost cutting measures, and seeking FEMA reimbursement emergency response related costs. (Strategic Goal #1)
3. Develop a process for ongoing legislative monitoring to increase San Fernando's input on statewide legislation impacting local control. (Strategic Goal #3)
4. Adopt and implement updated personnel rules and general policies. (Strategic Goal #9)



ADMINISTRATION DEPARTMENT

CITY COUNCIL

DIVISION NO. 101

DIVISION OVERVIEW

Serving as the City's legislative body, the City Council establishes policy for the City. Its members are elected at large on a nonpartisan basis to four-year overlapping terms. The Mayor is a member of the City Council that is selected annually by his or her peers, and acts as the ceremonial head of the City.

The Council also sits as the Board of Directors for the Public Financing Authority, Parking Authority, and Successor Agency to the San Fernando Redevelopment Agency. Individual Councilmembers also serve on various regional and local organizations to collaborate or to voice concerns on issues that may affect San Fernando's quality of life.

The City Council has the authority to create advisory bodies on matters of policy and to regularly appoint residents to serve on City's boards and commissions. Regular City Council meetings are held on the first and third Monday of every month. Special and adjourned meetings are conducted on an as-needed basis.

Dept: Administration

Div: City Council

Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/19	2020 % Used	2021 Proposed
001-101-0000-4101 SALARIES-PERMANENT EMPLOYEES	74,257	60,868	62,313	37,200	29,444	79%	58,800
001-101-0000-4120 O.A.S.D.I.	6,785	5,764	6,024	2,662	2,910	109%	2,663
001-101-0000-4126 HEALTH INSURANCE	43,383	46,977	57,565	87,645	24,498	28%	76,702
001-101-0000-4128 DENTAL INSURANCE	5,301	5,202	5,151	-	2,522	0%	-
001-101-0000-4136 OPTICAL INSURANCE	1,322	1,296	1,247	-	626	0%	-
001-101-0000-4138 LIFE INSURANCE	510	510	480	450	212	47%	450
001-101-0000-4140 WELLNESS BENEFIT	-	-	-	-	-	0%	3,000
Personnel Costs	131,559	120,617	132,780	127,957	60,212	47%	141,615
001-101-0000-4270 PROFESSIONAL SERVICES	19,247	15,826	10,975	20,000	6,000	30%	10,000
001-101-0000-4300 DEPARTMENT SUPPLIES	31,251	5,701	3,962	2,341	2,277	97%	3,000
001-101-0000-4390 VEHICLE ALLOW & MILEAGE	14,439	14,439	16,424	18,000	8,587	48%	18,000
001-101-0101-4140 WELLNESS BENEFIT - S. BALLIN	600	600	600	600	600	100%	600
001-101-0101-4220 PHONE & PAGER - S. BALLIN	-	-	-	-	-	0%	-
001-101-0101-4370 MEETINGS & TRAVEL - S. BALLIN	3,808	1,714	276	4,000	1,806	45%	2,000
001-101-0101-4380 SUBSCRIPTIONS, DUES & MMBRSHIPS	-	179	122	200	-	0%	150
001-101-0102-4140 WELLNESS BENEFIT - H. PACHECO	-	-	-	600	-	0%	600
001-101-0102-4220 PHONE & PAGER - H. PACHECO	-	-	370	-	256	0%	-
001-101-0102-4370 MEETINGS & TRAVEL - H. PACHECO	-	-	3,475	4,000	2,098	52%	2,000
001-101-0102-4380 SUBSCRIPTIONS, DUES & MMBRSHIPS	-	-	-	200	-	0%	150
001-101-0103-4140 WELLNESS BENEFIT - J. FAJARDO	600	600	600	600	308	51%	-
001-101-0103-4220 PHONE & PAGER - J. FAJARDO	-	554	676	600	232	39%	600
001-101-0103-4370 MEETINGS & TRAVEL - J. FAJARDO	3,733	1,753	50	4,000	-	0%	2,000
001-101-0103-4380 SUBSCRIPTIONS, DUES & MMBRSHIPS	162	92	67	200	5	3%	150
001-101-0107-4140 WELLNESS BENEFIT - M. MENDOZA	-	-	-	-	-	0%	600
001-101-0107-4220 PHONE & PAGER - M. MENDOZA	401	533	192	-	-	0%	-
001-101-0107-4370 MEETINGS & TRAVEL - M. MENDOZA	-	-	-	-	-	0%	2,000
001-101-0107-4380 SUBSCRIPTIONS, DUES & MMBRSHIPS	-	-	-	-	-	0%	150
001-101-0111-4140 WELLNESS BENEFIT - R. GONZALES	345	-	-	600	-	0%	-
001-101-0111-4220 PHONE & PAGER - R. GONZALES	486	417	760	600	75	13%	-
001-101-0111-4370 MEETINGS & TRAVEL - R. GONZALES	3,039	2,901	4,266	4,000	2,238	56%	2,000
001-101-0111-4380 SUBSCRIPTIONS, DUES & MEMBERSHIPS	-	196	100	200	-	0%	-
Operations & Maintenance Costs	80,703	50,845	47,690	66,041	26,583	40%	44,000
001-101-0000-4706 LIABILITY CHARGE	7,606	7,737	7,097	2,371	1,185	50%	-
001-101-0320-4741 EQUIP MAINT CHARGE	-	-	-	-	-	-	-
001-101-0000-4741 EQUIP REPLACEMENT CHARGE	-	-	-	-	-	-	-
001-101-0000-4743 FACILITY MAINTENANCE CHARGE	9,704	12,237	13,063	16,073	8,037	50%	15,506
Internal Service Charges	17,310	19,974	20,160	18,444	9,222	50%	15,506
001-101-0000-4500 ****CAPITAL EXPENSES****	-	-	-	659	-	0%	-
Capital Costs	-	-	-	659	-	0%	-
Division Total	229,572	191,436	200,630	213,101	96,017	45%	201,120



ADMINISTRATION DEPARTMENT

CITY MANAGER'S OFFICE

DIVISION NO. 105

DIVISION OVERVIEW

The City Manager serves as the professional administrator of the City and is responsible for coordinating all day-to-day operations and administration. Duties include personnel and labor relations, the preparation and administration of the City budget, inter-governmental relations and organizing and implementing the City Council's policies. The City Manager is hired by the City Council and serves as the City Council's chief advisor.

The City Manager's Office also leads the City's economic development effort and will continue to seek funding for public improvement projects and identify new development opportunities that are in line with the community's desire for national retailers and restaurants.

Dept: Administration
Div: City Manager's Office

Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
001-105-0000-4101 SALARIES-PERMANENT EMPLOYEES	300,791	279,606	397,070	274,307	137,787	50%	308,787
001-105-0000-4105 OVERTIME	1,083	2,970	2,049	750	585	78%	
001-105-0000-4120 O.A.S.D.I.	18,274	21,612	24,875	16,846	6,768	40%	17,656
001-105-0000-4126 HEALTH INSURANCE	33,477	39,422	31,393	39,184	18,255	47%	41,256
001-105-0000-4128 DENTAL INSURANCE	2,401	2,884	1,693	352	1,245	354%	352
001-105-0000-4129 RETIREE HEALTH SAVINGS	-	973	700	-			
001-105-0000-4130 WORKER'S COMPENSATION INS.	4,655	4,481	4,302	4,146	2,034	49%	4,600
001-105-0000-4134 LONG TERM DISABILITY INSURANCE	795	1,134	1,647	1,424	712	50%	1,634
001-105-0000-4136 OPTICAL INSURANCE	456	302	475	215	300	140%	215
001-105-0000-4138 LIFE INSURANCE	159	123	196	180	90	50%	180
001-105-0000-4140 WELLNESS BENEFIT REIMBURSEMENT	600	550	509	600	-	0%	600
Personnel Costs	362,691	354,057	464,909	338,004	167,777	50%	375,280
001-105-0000-4220 TELEPHONE	761	1,727	1,067	600	285	48%	600
001-105-0000-4230 ADVERTISING	-	-	-	-		#DIV/0!	-
001-105-0000-4260 CONTRACTUAL SERVICES	1,340	1,340	1,460	3,700	90	2%	1,500
001-105-0000-4270 PROFESSIONAL SERVICES	3,869	25,380	1,572	8,000	1,532	19%	3,000
001-105-0000-4300 DEPARTMENT SUPPLIES	2,279	3,846	1,164	3,500	1,755	50%	3,000
001-105-0000-4360 PERSONNEL TRAINING	-	319	140	500	-	0%	200
001-105-0000-4370 MEETINGS, MEMBERSHIPS & TRAVEL	3,612	6,730	4,644	7,550	3,675	49%	7,000
001-105-0000-4380 SUBSCRIPTIONS DUES & MMBRSHIPS	2,488	3,016	2,733	3,000	1,896	63%	3,000
001-105-0000-4390 VEHICLE ALLOW & MILEAGE	4,131	4,758	4,270	3,800	1,711	45%	4,250
Operations & Maintenance Costs	18,480	47,116	17,050	30,650	10,944	36%	22,550
001-105-0000-4706 LIABILITY CHARGE	22,399	22,335	19,683	6,264	3,132	50%	-
001-105-0000-4743 FACILITY MAINTENANCE CHARGE	19,409	24,474	26,127	32,146	16,073	50%	31,012
Internal Service Charges	41,808	46,809	45,810	38,410	19,205	50%	31,012
001-105-0000-4500 *****CAPITAL EXPENSES*****	-	-	-	-	-		
Capital Costs	-	-	-	-	-		
Division Total	422,979	447,982	527,768	407,064	197,926	49%	428,841



ADMINISTRATION DEPARTMENT

PERSONNEL

DIVISION NO. 106

DIVISION OVERVIEW

The Personnel Division is responsible for providing human resource services in support of City departments and the community. Those services include effective administration of the recruitment and selection process to provide the community with the most qualified employees that will in turn provide the best quality services. Other services include the maintenance of all personnel files, administration of the bi-weekly employee payroll process, coordination of various training programs for employees, administration of the City's personnel rules and policies, and administration of the Memoranda of Understanding with each of the City's bargaining units. The Division also manages the City's risk management function, which includes workers' compensation, liability and property insurance, safety training, and claims management.

Dept: Administration
Div: Personnel

Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
001-106-0000-4101 SALARIES-PERMANENT EMPLOYEES	184,852	192,080	93,589	191,310	93,081	49%	229,889
001-106-0000-4103 WAGES-PERMANENT EMPLOYEES	-	24,563	11,246	32,975	15,209	46%	
001-106-0000-4105 OVERTIME	-	-	-	-	51	0%	161
001-106-0000-4120 O.A.S.D.I.	14,160	16,557	8,020	16,808	8,288	49%	17,225
001-106-0000-4126 HEALTH INSURANCE	39,658	46,065	19,135	45,233	20,582	46%	50,681
001-106-0000-4128 DENTAL INSURANCE	4,365	5,987	2,138	2,138	2,106	99%	2,138
001-106-0000-4130 WORKER'S COMPENSATION INS.	2,832	3,337	1,572	3,471	1,633	47%	3,558
001-106-0000-4134 LONG TERM DISABILITY INSURANCE	948	948	160	879	450	51%	964
001-106-0000-4136 OPTICAL INSURANCE	787	1,080	386	386	379	98%	386
001-106-0000-4138 LIFE INSURANCE	204	204	34	225	113	50%	-
Personnel Costs	247,806	290,821	136,280	293,425	141,892	48%	305,002
001-106-0000-4220 TELEPHONE	826	603	272	600	267	45%	600
001-106-0000-4230 ADVERTISING	312	5,496	135	2,880	1,364	47%	2,000
001-106-0000-4260 CONTRACTUAL SERVICES	6,768	11,041	3,813	12,900	3,509	27%	12,000
001-106-0000-4270 PROFESSIONAL SERVICES	12,901	19,419	5,475	19,000	3,217	17%	17,500
001-106-0000-4300 DEPARTMENT SUPPLIES	2,643	1,563	4,284	6,625	2,432	37%	5,500
001-106-0000-4320 DEPARTMENT EQUIPMENT MAINT	-	-	-	-	-		-
001-106-0000-4360 PERSONNEL TRAINING	6,063	200	-	250	13	5%	250
001-106-0000-4370 MEETINGS, MEMBERSHIPS & TRAVEL	40	745	1,231	400	-	0%	400
001-106-0000-4380 SUBSCRIPTIONS DUES & MMBRSHIPS	150	-	150	450	250	56%	450
001-106-0000-4390 VEHICLE ALLOW & MILEAGE	272	65	109	400	42	10%	400
001-106-0000-4430 ACTIVITIES AND PROGRAMS	-	136	-	400	-	0%	400
Operations & Maintenance Costs	29,975	39,268	15,469	43,905	11,092	25%	39,500
001-106-0000-4706 LIABILITY CHARGE	16,611	19,414	-	5,438	2,719	50%	-
001-106-0000-4743 FACILITY MAINTENANCE CHARGE	19,409	31,816	16,983	43,397	21,698	50%	41,866
Internal Service Charges	36,020	51,230	16,983	48,835	24,417	50%	41,866
001-106-0000-4500 CAPITAL EQUIPMENT	-	-	-	-	-		-
Capital Costs	-	-	-	-	-		-
Division Total	313,801	381,319	168,732	386,165	177,401	124%	386,368

NOTE: Division 106 (Administration Department) was changed to division 133 (Finance Department) in FY 2018-2019, then back to Division 106 (Administration Department). For budgetary purposes these two divisions have



ADMINISTRATION DEPARTMENT

LEGAL SERVICES (CITY ATTORNEY)

DIVISION NO. 110

DIVISION OVERVIEW

The City Attorney serves as the Chief Legal Officer for the City of San Fernando, the Successor Agency to the San Fernando Redevelopment Agency, Public Financing Authority and the Parking Authority. The City Attorney renders professional legal advice to the City Council, boards and commissions, and all City Departments. The City Attorney also represents the City in certain court proceedings and prepares all legal documents necessary to support the ongoing operations of the City. The City contracts with an outside law firm, Olivarez Madruga Lemieux O'Neill, LLP, to provide City Attorney services.

Dept: Administration

Div: City Attorney

Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
001-110-0000-4270 PROFESSIONAL SERVICES	204,587	225,342	266,669	262,500	64,050	24%	262,500
001-110-0098-4270 SUCCESSOR AGENCY TO THE RDA	-	-	-	-			
Operations & Maintenance Costs	204,587	225,342	266,669	262,500	64,050	24%	262,500
Division Total	204,587	225,342	266,669	262,500	64,050	24%	262,500



ADMINISTRATION DEPARTMENT

LEGAL SERVICES (LABOR ATTORNEY)

DIVISION NO. 112

DIVISION OVERVIEW

The Legal Services - Labor Division accounts for special legal services for employment and labor-related issues. These services include consultation with expert legal professionals and subject matter experts to assist the City with labor contract negotiations, investigation of complaints and/or grievances, and consultation on day-to-day disciplinary issues, and conducting of appeals hearings.

Dept: Administration

Div: Labor Attorney

Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 Used	2021 Proposed
001-112-0000-4270 PROFESSIONAL SERVICES	116,425	147,723	149,309	75,000	15,834	21%	50,000
Operations & Maintenance Costs	116,425	147,723	149,309	75,000	15,834	21%	50,000
Division Total	116,425	147,723	149,309	75,000	15,834	21%	50,000



ADMINISTRATION DEPARTMENT

FIRE SERVICES

DIVISION NO. 500

DIVISION OVERVIEW

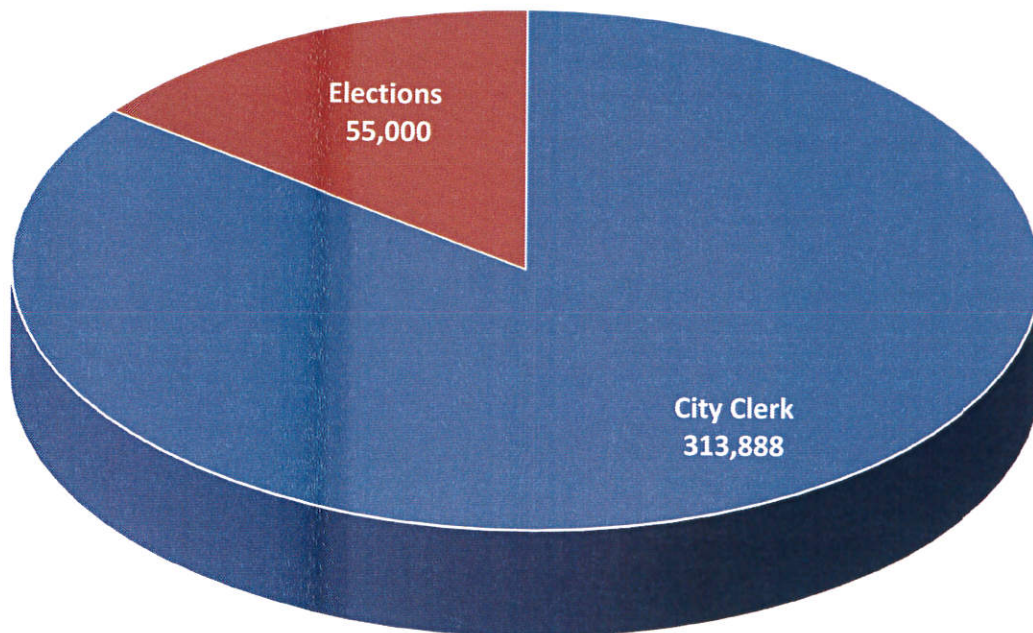
Fire services are provided by the Los Angeles City Fire Department (LAFD) on a contractual basis. The services provided by the LAFD include, but are not limited to, fire suppression, fire prevention, inspection, paramedic, emergency medical technician functions, and emergency medical response.

Dept: Administration

Div: Fire Services (LAFD Contract)

Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	% Used	2021 Proposed
001-500-0000-4260 CONTRACTUAL SERVICES	2,765,294	2,723,821	2,663,244	2,850,000	1,333,458	47%	2,900,000
Operations & Maintenance Costs	2,765,294	2,723,821	2,663,244	2,850,000	1,333,459	47%	2,900,000
Division Total	2,765,294	2,723,821	2,663,244	2,850,000	1,333,459	47%	2,900,000

CITY CLERK DEPARTMENT

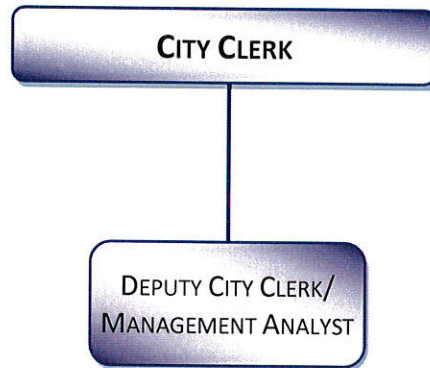


THE CITY OF
SAN FERNANDO

ORGANIZATIONAL CHART

CITY CLERK DEPARTMENT

FISCAL YEAR 2020-2021





MISSION STATEMENT

The City Clerk Department is dedicated to providing courteous, professional, and efficient service to the City Council, City staff, and the community in an ethical and neutral manner while ensuring the governmental process is transparent and open. The City Clerk Department is committed to conducting fair and impartial elections, preserving the City's legislative history, and providing timely access to public records.

DEPARTMENT OVERVIEW

The City Clerk Department is responsible for administering federal, state and local laws pertaining to elections, the Brown Act, the Public Records Act, the Political Reform Act, and AB1234 Ethics Training compliance; oversees City records management; provides legislative support functions including the preparation of agendas and minutes; prepares records and maintains all City Council legislative actions; safeguards the City seal; and performs a variety of other administrative duties in support of the City Council as assigned.

ACCOMPLISHMENTS FOR FY 2019-2020

- 1) **Agendas Preparation and Distribution.** Processed, distributed, and posted 145 agendas and/or packets for the City Council, Successor Agency, and Education Commission meetings.
- 2) **Meeting Documents.** Processed approximately 225 documents (i.e., contracts, resolutions, ordinances, leases, minutes, notices of completion) that were approved/adopted by the City Council and Successor Agency. Final documents were distributed to appropriate parties (i.e., vendors/consultants/City departments/County and State offices), logged, and filed for quick accessibility by staff.
- 3) **Public Records Requests.** Processed over 160 requests for public records. Per the California Public Records Act, the City is required to respond within 10 days of the request.
- 4) **Municipal Code Updates.** Published and codified seven (8) ordinances adopted by the City Council. Code updates were placed online and distributed to 20+ individuals.
- 5) **Fair Political Practices Commission (FPPC).** As Filing Officer for the FPPC, the department monitors 40+ employees, candidates and committees regarding FPPC campaign forms and annual, Leaving/Assuming Office Statements of Economic Interests as required by State law and the City's Conflict of Interest Code.
- 6) **AB1234 Ethics Training Compliance.** Monitored 60+ employees, elected officials, and City commissioners regarding mandatory biannual AB1234 Ethics Training compliance.
- 7) **Education Commission.** Facilitated monthly meetings, follow-up assignments included organizing 5th Annual Scholarship Awards Ceremony (\$5000 awarded to local students to honor the memory of both Elias Rodriguez and Gabriel Fernandez) and "Student of the Month" recognition program to acknowledge exceptional students at the City Council meetings.
- 8) **General Municipal Election.** The City's General Municipal Election, is consolidated with Los Angeles County Registrar-Recorder/County Clerk. The City Clerk's Office conducts all municipal elections, processes candidates for elective office, and assists the public on election matters. The City Clerk is the Filing Officer for election campaign reports and Statements of Economic Interests



ACCOMPLISHMENTS FOR FY 2019-2020

for designated employees and certain appointed officials, in compliance with the Political Reform Act.

OBJECTIVES FOR FY 2020-2021

- 1) **Contracts Execution Policy:** Update the latest administrative policy (dated 1996) to establish a standard procedure regarding the execution of City contracts. (Strategic Goal # 8)
- 2) **Records Destruction:** Conduct annual records destruction event during the next fiscal year.
- 3) **City Records Retention Policy:** Update the records retention policy to conform to California Records Retention and Destruction (Gov. Code §34090) and provide the necessary guidance for managing and maintaining records including a disposition and destruction authority process. The new policy will also address retention guidelines for electronic records and emails. (Strategic Goal # 8)
- 4) **Records Request Policy.** Establish an administrative policy for handling requests to inspect and/or copy public records in compliance with the California Public Records Act (Gov. Code § 6250 et seq.) and all existing laws pertaining to disclosure of public records. (Strategic Goal # 8)
- 5) **City Council Agenda Procedure Policy.** Update the current policy to streamline the agenda preparation process, ensure coordination between departments and City Attorney's office, effectively delegate staff resources, address the utilization of the correct formats when preparing agenda reports, resolutions, ordinances, etc., and comply with the Ralph M. Brown Act. (Strategic Goal # 8)
- 6) **Elections.** Work alongside the Los Angeles County Registrar-Recorder regarding the November 3, 2020 General Election to ensure a smooth election process, serve as contact for election inquiries, and ensuring City staff assistance throughout the election process.



CITY CLERK

DIVISION NO. 115

DIVISION OVERVIEW

The City Clerk's Office is the City's official Custodian of Records serving the City Council, City Departments, and the public. The City Clerk's Department responsibilities include: 1) management and production of the agendas and packet preparation, and distribution for all legislative meetings of the City Council, Successor Agency, and Education Commission; 2) record and maintain proceedings and legislative actions taken at the meetings and process documents resulting from actions taken; 3) publish ordinances and other notices as required by law; 4) receive and open all City bids; 5) certify copies of official City documents; 6) maintain custody of official City records including codification of ordinances into the Municipal Code; 7) conducts all municipal elections, processes candidates for elective office, and assists the public on election matters; 8) serve as filing officer for the Fair Political Practices Commission (FPPC) pertaining to all candidate and campaign committee filings as required by State law and the City's conflict of interest code; 9) provide records research upon request from the public, City Council, and departments, under the Public Records and Freedom of Information Acts; 10) maintain roster of City Council appointments to Commissions and Committees; 11) custodian of the official City Seal; 12) monitor AB1234 Biennial Ethics Training for Elected Officials, Commissioners and City employees; 13) administer oaths and affirmations, including Oath of Office to newly elected officials; 14) serve as the liaison to the Education Commission, 15) ensure agenda postings and public notices comply with the requirements of the Brown Act (open meeting laws), and the California Government Code; and 15) facilitates legislative meetings, and performs all follow up assignments.

Dept: City Clerk Department
Div: City Clerk's Office

Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
001-115-0000-4101 SALARIES-PERMANENT EMPLOYEES	116,398	119,564	122,932	215,065	65,801	31%	204,245
001-115-0000-4103 WAGES-TEMPORARY & PART-TIME	35,625	37,964	36,779	-	21,241		0.00
001-115-0000-4105 OVERTIME	-	-	173	-	369.36		0.00
001-115-0000-4111 COMMISSIONER'S REIMBURSEMENT	2,350	2,550	2,925	4,500	1,650	37%	0.00
001-115-0000-4120 O.A.S.D.I.	11,615	12,091	12,507	11,665	6,818	58%	14,792
001-115-0000-4126 HEALTH INSURANCE	15,477	15,471	14,057	18,083	4,018	22%	36,172
001-115-0000-4128 DENTAL INSURANCE	1,317	1,264	1,166	-	337.02		
001-115-0000-4130 WORKER'S COMPENSATION INS.	2,293	2,389	2,456	2,409	1,293	54%	3,055
001-115-0000-4134 LONG TERM DISABILITY	914	914	914	826	434	53%	1,470
001-115-0000-4136 OPTICAL INSURANCE	224	215	215	-	69		-
001-115-0000-4138 LIFE INSURANCE	102	102	132	135	68	50%	180
001-115-0000-4140 WELLNESS BENEFIT	600	600	600	600	-	0%	600
Personnel Costs	186,915	193,124	194,856	253,283	102,099	40%	260,515
001-115-0000-4230 ADVERTISING	8,645	8,809	7,545	13,350	1,731	13%	8,000
001-115-0000-4260 CONTRACTUAL SERVICES	4,273	6,260	4,218	16,000	350	2%	5,500
001-115-0000-4300 DEPARTMENT SUPPLIES	546	1,167	749	2,600	567	22%	1,100
001-115-0000-4360 PERSONNEL TRAINING	300	980	350	350	-	0%	350
001-115-0000-4365 TUITION REIMBURSEMENT	-	-	-	1,500	-	0%	3,000
001-115-0000-4370 MEETINGS, MEMBERSHIPS & TRAVEL	1,543	2,600	1,910	3,000	429	14%	3,000
001-115-0000-4380 SUBSCRIPTIONS DUES & MMBRSHIPS	265	485	185	500	-	0%	500
001-115-0000-4390 VEHICLE ALLOW & MILEAGE	322	1,039	3,666	3,900	1,711	44%	3,800
001-115-0000-4450 OTHER EXP (EDUCATION COMMISSION)	539	963	444	799	219	27%	799
Operations & Maintenance Costs	16,433	22,303	19,067	41,999	5,008	12%	26,049
001-115-0000-4706 LIABILITY CHARGE	11,649	12,964	11,426	3,678	1,839	50%	
001-115-0000-4743 FACILITY MAINTENANCE CHARGE	14,556	18,355	19,595	27,324	13,662	50%	27,324
Internal Service Charges	26,205	31,319	31,021	31,002	15,501	50%	27,324
Division Total	229,553	246,746	244,944	326,284	122,607	38%	313,888



ELECTIONS

DIVISION NO. 116

DIVISION OVERVIEW

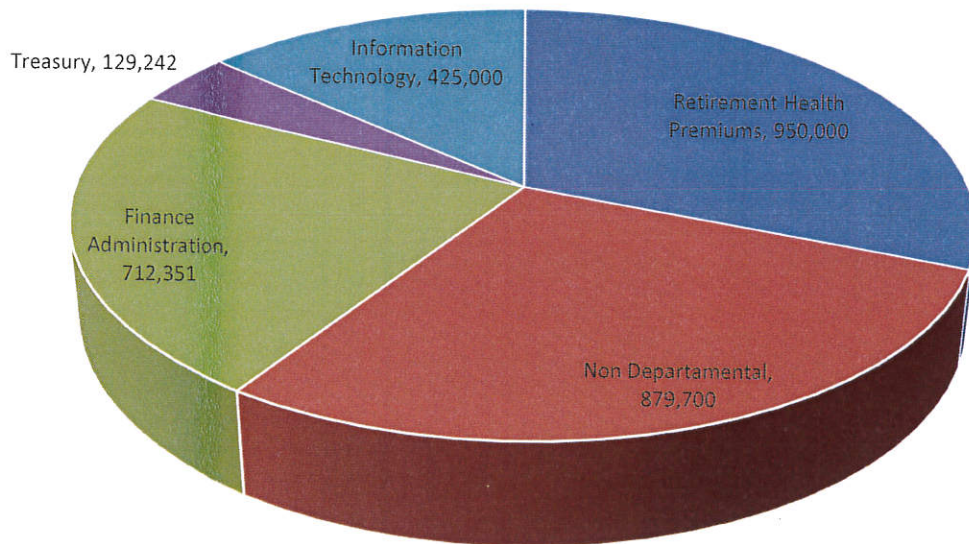
As a result of Senate Bill 415, the California Voter Participation Rights Act, the City was required to consolidate with the concurrent statewide elections administered by the Los Angeles County Registrar-Recorder, which began in 2018. The City now holds its General Municipal Elections in November of even-numbered years. The next General Municipal Election will be held on November 3, 2020.

As the Election Official, the City Clerk is responsible for administering elections in accordance with federal, state, and local procedures and in a manner that assures public confidence in the accuracy, efficiency, fairness and transparency of the election process. The City works alongside the Los Angeles County Registrar-Recorder regarding the General Municipal Election and other County elections pertaining to the City. Although the City's General Election is consolidated with Los Angeles County, certain actions are completed by the City Clerk's Office, which includes publishing/posting election-related notices and preparing and distributing candidate information binders to prospective candidates during the Nomination Period, serving as contact for election inquiries, and ensuring City staff assistance for the elections.

Dept: City Clerk Department
Div: Elections

Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
001-116-0000-4103 WAGES-TEMPORARY & PART-TIME	45	13	23	-	-	-	
001-116-0000-4105 OVERTIME	737	767	883	2,000	-	-	2,000
001-116-0000-4112 TEMP. NON-EMPLOYEE WAGES	-	-	-	-	-	-	
001-116-0000-4120 O.A.S.D.I.	59	60	69	-	-	-	
001-116-0000-4130 WORKER'S COMPENSATION INS.	81	71	94	-	-	-	
Personnel Costs	922	911	1,069	2,000	-	-	2,000
001-116-0000-4230 ADVERTISING	150	5,868	1,838	2,000	986	49%	2,000
001-116-0000-4260 CONTRACTUAL SERVICES	32,474	1,011	32,628	66,000	-	0%	50,000
001-116-0000-4300 DEPARTMENT SUPPLIES	1,135	-	1,094	300	251	84%	300
001-116-0000-4360 PERSONNEL TRAINING	-	-	-	700	-	0%	700
001-116-0000-4370 MEETINGS, MEMBERSHIPS & TRAVEL	-	-	1,610	-	-	-	
001-116-0000-4390 VEHICLE ALLOW & MILEAGE	63	-	86	-	-	-	
Operations & Maintenance Costs	33,822	6,879	38,325	69,000	1,236	2%	53,000
001-116-0000-4706 LIABILITY CHARGE	-	-	-	-	-	-	-
001-105-0320-4741 EQUIP MAINT CHARGE	-	-	-	-	-	-	-
001-105-0000-4741 EQUIP REPLACEMENT CHARGE	-	-	-	-	-	-	-
001-116-0000-4743 FACILITY MAINTENANCE CHARGE	-	-	-	-	-	-	-
Internal Service Charges	-	-	-	-	-	-	-
Division Total	34,743	7,790	39,394	71,000	1,236	2%	55,000

FINANCE DEPARTMENT

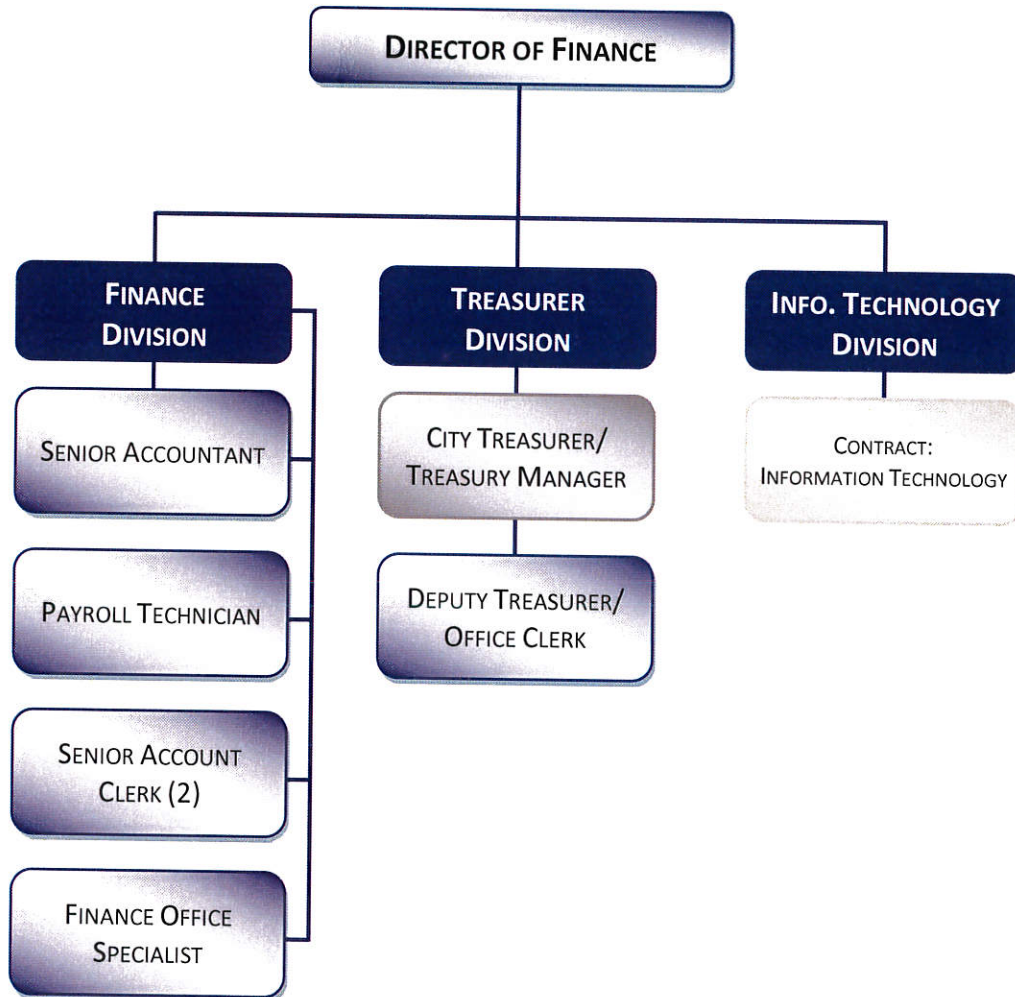


THE CITY OF
SAN FERNANDO

ORGANIZATIONAL CHART

FINANCE DEPARTMENT

FISCAL YEAR 2020-2021



ELECTED OFFICIAL &
MISCELLANEOUS EMPLOYEE

MISSION STATEMENT

The mission of the Finance Department is to provide accurate, timely, clear and complete financial information to City Council, City departments, citizens, and the community at large while acting as the chief financial consultant to the City Manager and City Council. The Finance Department is committed to maintaining the financial stability and integrity of the City through sound fiscal policies and procedures that safeguard the City's assets.

DEPARTMENT OVERVIEW

The Finance Department is responsible for providing fiscal oversight and control to all City operating departments. As a central support function, the Finance Department administers and oversees all financial operations, including, but not limited to, working in partnership with other City departments to adhere to the adopted budget, implementing financial control measures, developing financial policies, and maximizing the value of the City's assets. As such, the Department provides quality services in conformance with the highest professional standards.

The Finance Department's primary functions include: accounting, budgeting, business licensing, cashiering, short/long-term financial planning and reporting, technology networking services, payroll services, purchasing, risk management, vendor payments, utility billing, and providing support to internal departments.

ACCOMPLISHMENTS FOR FY 2019-2020

- 1) Worked with Pension and OPEB Fiscal advisor to implement recommended strategies ((Strategic Goal #1)
- 2) Facilitated a smooth transition for the new Information Technology Management Services firm (Strategic Goal #5)
- 3) Received the Government Finance Officers Association *Distinguished Budget Presentation Award* for the Fiscal Year 2019-2020 Adopted Budget and the *Certificate of Achievement for Excellence in Financial Reporting* for the Fiscal Year 2018-2019. (Strategic Goal #1)

OBJECTIVES FOR FY 2020-2021

- 1) Continue to monitor expenses related to COVID-19 Pandemic and the pandemic's impact on future forecasts of City revenues and expenses.
- 2) Work with Pension and OPEB Fiscal Advisor to implement recommended strategies. (Strategic Goal #1)
- 3) Receive the Government Finance Officers Association *Distinguished Budget Presentation Award* for the Fiscal Year 2020-2021 Adopted Budget and the *Certificate of Achievement for Excellence in Financial Reporting* for the Fiscal Year 2019-2020. (Strategic Goal #1)



FINANCE - ADMINISTRATION

DIVISION NO. 130

DIVISION OVERVIEW

The Finance – Administration Division is responsible for: financial administration, budgeting and financial analysis, accounting and auditing of City resources, establishment of sound internal controls, cash management, debt management, purchasing, billing and collection of monies due to the City, managing the business license program, accounts payable, payroll, utility billing, and providing support to internal departments.

The Finance – Administration Division prepares and monitors the City's award winning Budget and Comprehensive Annual Financial Report (CAFR). The division also provides all finance administration services for the Successor Agency to the San Fernando Redevelopment Agency.

Dept: Finance

Div: Finance Administration

Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
001-130-0000-4101 SALARIES-PERMANENT EMPLOYEES	288,691	345,116	319,049	370,664	124,934	34%	389,640
001-130-0000-4103 WAGES-TEMPORARY & PART-TIME	26,453	7,773	5,454	-	-	0%	-
001-130-0000-4105 OVERTIME	1,686	124	527	1,000	923	92%	4,799
001-130-0000-4112 TEMP. NON-EMPLOYEE WAGES	63,900	22,575	13,118	-	-	0%	-
001-130-0000-4120 O.A.S.D.I.	23,116	24,182	22,928	27,053	9,569	35%	28,112
001-130-0000-4126 HEALTH INSURANCE	66,321	51,926	62,863	84,706	28,464	34%	73,452
001-130-0000-4128 DENTAL INSURANCE	7,362	5,174	7,296	3,910	3,024	77%	3,910
001-130-0000-4129 RETIREE HEALTH SAVINGS	-	-	-	1,200	100	8%	1,200
001-130-0000-4130 WORKER'S COMPENSATION INS.	4,931	5,385	4,940	5,642	2,663	47%	5,952
001-130-0000-4134 LONG TERM DISABILITY INSURANCE	1,004	1,674	1,470	1,785	461	26%	1,923
001-130-0000-4136 OPTICAL INSURANCE	1,457	1,312	1,323	712	548	77%	712
001-130-0000-4138 LIFE INSURANCE	519	519	366	360	142	39%	360
001-130-0000-4140 WELLNESS BENEFIT	600	600	600	600	-	#DIV/0!	600
Personnel Costs	486,039	466,360	439,933	497,632	170,828	#DIV/0!	510,660
001-130-0000-4220 TELEPHONE	23	-	-	-	-	0%	-
001-130-0000-4230 ADVERTISING	-	-	-	-	-	0%	-
001-130-0000-4260 CONTRACTUAL SERVICES	82,091	63,288	104,152	75,000	17,575	23%	65,000
001-130-0000-4270 PROFESSIONAL SERVICES	58,651	60,158	60,759	63,050	17,575	28%	62,000
001-130-0000-4300 DEPARTMENT SUPPLIES	7,406	6,156	5,746	6,500	3,956	61%	5,500
001-130-0000-4320 DEPARTMENT EQUIPMENT MAINT	-	-	-	-	-	0%	-
001-130-0000-4360 PERSONNEL TRAINING	-	411	166	500	-	0%	500
001-130-0000-4370 MEETINGS, MEMBERSHIPS & TRAVEL	1,714	3,401	4,148	5,000	1,722	34%	500
001-130-0000-4380 SUBSCRIPTIONS DUES & MMBRSHIPS	485	815	1,009	500	110	22%	200
001-130-0000-4390 VEHICLE ALLOW & MILEAGE	1,879	3,020	2,450	3,700	-	0%	3,700
Operations & Maintenance Costs	152,248	137,249	178,430	154,250	40,938	0	137,400
001-130-0000-4706 LIABILITY CHARGE	31,578	30,321	28,847	9,222	4,611	50%	-
001-130-0320-4741 EQUIP MAINT CHARGE	-	-	-	-	-	#DIV/0!	-
001-130-0000-4741 EQUIP REPLACEMENT CHARGE	-	-	-	-	-	#DIV/0!	-
001-130-0000-4743 FACILITY MAINTENANCE CHARGE	43,669	48,948	52,254	64,292	-	0%	64,292
Internal Service Charges	75,247	79,269	81,101	73,514	4,611	6%	64,292
001-130-0000-4500 CAPITAL EQUIPMENT	-	-	-	-	-	-	-
Capital Costs	-	-	-	-	-	-	-
Division Total	713,534	682,878	699,465	725,396	216,377	30%	712,351



FINANCE - TREASURY

DIVISION NO. 131

DIVISION OVERVIEW

The primary mission of the City Treasurer is the safeguarding of City funds with the goal of ensuring liquidity to meet the City's daily, weekly, monthly and annual cash needs and investing of funds to generate revenues without compromising the goals of safety and liquidity.

The City Treasurer is elected by the citizens of San Fernando every four years. The principal duties and responsibilities of the City Treasurer are: receipt and custody of all funds including those funds initially received by other departments; deposit of funds; custody of the warrants until the approval of the City Council; and the investment of funds. The City Treasurer complies with all laws governing the depositing and securing of public funds. Criteria for selecting investments, in order of priority, are: (1) Safety, (2) Liquidity, and (3) Yield. It is the City Treasurer's responsibility to accurately monitor and forecast expenditures and revenues, thus enabling her to invest funds to the fullest extent possible.

Dept: Finance

Div: Treasury

Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
001-131-0000-4101 SALARIES-PERMANENT EMPLOYEES	61,545	105,861	69,377	71,772	35,445	49%	73,109
001-131-0000-4105 OVERTIME	-	-	35	-	18	#DIV/0!	
001-131-0000-4120 O.A.S.D.I.	4,743	8,086	5,311	5,323	2,713	51%	5,421
001-131-0000-4126 HEALTH INSURANCE	19,057	31,273	19,846	21,819	1,049	5%	23,017
001-131-0000-4128 DENTAL INSURANCE	2,339	3,421	2,138	1,069	1,069	100%	1,069
001-131-0000-4130 WORKER'S COMPENSATION INS.	957	1,603	1,062	1,095	530	48%	1,120
001-131-0000-4134 LONG TERM DISABILITY INSURANCE	-	490	356	325	166	51%	333
001-131-0000-4136 OPTICAL INSURANCE	422	617	386	193	193	100%	193
001-131-0000-4138 LIFE INSURANCE	136	204	113	90	45	1	90
Personnel Costs	89,199	151,555	98,625	101,686	41,228	41%	104,352
001-131-0000-4300 DEPARTMENT SUPPLIES	135	470	172	160	154	96%	160
001-131-0000-4370 MEETINGS, MEMBERSHIPS & TRAVEL	190	193	443	1,400	-	0%	500
001-131-0000-4380 SUBSCRIPTIONS DUES & MMBRSHIPS	-	-	-	155	-	0%	120
001-131-0000-4390 VEHICLE ALLOW & MILEAGE	480	-	-	-	-	0%	-
Operations & Maintenance Costs	805	663	615	1,715	154	0	780
001-131-0000-4706 LIABILITY CHARGE	4,741	10,128	5,690	1,885	942	0	-
001-131-0000-4743 FACILITY MAINTENANCE CHARGE	7,764	19,579	20,902	24,109	12,054	0	24,109
Internal Service Charges	12,505	29,707	26,592	25,994	12,996	0	24,109
Division Total	102,508	181,925	125,831	129,395	54,378	42%	129,242

NOTE: Division 102 (Administration Department) was changed to division 131 (Finance Department) in FY 2017-2018.
For budgetary purposes these two divisions have been combined.



INFORMATION TECHNOLOGY SERVICES

DIVISION NO. 135

DIVISION OVERVIEW

The Information Technology (IT) Services Division is responsible for maintaining centralized information processing, telecommunications, and networking systems to all departments and divisions within the City. Contract IT staff manage the daily operations and support for network and server infrastructure and computing resources of the City. Support services include: system analysis, hardware and software maintenance management, and training.

Information Technology services are provided through a competitively procured professional services contract with an Information Technology Management Services firm.

Dept: Finance**Div: Information Technology**

Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
001-135-0000-4260 CONTRACTUAL SERVICES	269,309	318,053	242,929	320,000	105,674	33%	304,000
001-135-0000-4270 PROFESSIONAL SERVICES	120,000	120,060	123,000	120,000	51,064	43%	120,000
001-135-0000-4300 DEPARTMENT SUPPLIES	980	484	275	1,000	515	52%	1,000
Operations & Maintenance Costs	390,289	438,597	366,204	441,000	157,253	36%	425,000
001-135-0000-4500 CAPITAL EQUIPMENT	-	-	53,037	29,000	21,911	76%	-
Capital Costs	-	-	53,037	29,000	21,911	76%	-
Division Total	390,289	438,597	419,241	470,000	179,164	38%	425,000



RETIREMENT COSTS

DIVISION NO. 180

DIVISION OVERVIEW

The Retirement Costs Division accounts for payments for retirement related costs made directly from the General Fund, which are primarily healthcare premiums for eligible retired employees and payments to the City's membership in the Public Employees Retirement System (PERS) in excess of the City's special tax, if any.

A voter approved special tax levy is used to pay pension costs to the Public Employees Retirement System (PERS) for active employees (see Fund 018). Currently, the special tax levy raises sufficient funds to cover the City's entire obligation, so there are currently no pension related payments from the General Fund.

Dept: Finance

Div: Retirement Costs

Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
001-180-0000-4127 RETIRED EMP. HEALTH INS.	869,068	880,165	867,854	950,000	439,122	46%	950,000
Personnel Costs	869,068	880,165	867,854	950,000	439,122	46%	950,000
Division Total	869,068	880,165	867,854	950,000	439,122	46%	950,000



FINANCE DEPARTMENT

NON-DEPARTMENTAL

DIVISION NO. 190

DIVISION OVERVIEW

The Non-Departmental Division provides for those activities that are not easily segregated into individual division's budgets or would cost more to segregate than economically feasible. Such items include, but are not limited to: debt payments (if applicable), telephone services, leased copy and fax equipment, City memberships, bank charges, postage, animal control services, various contingency funding and transfers to other funds.

Dept: Finance

Div: Non-Departmental

Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
001-190-0000-4101 SALARIES-PERMANENT EMPLOYEES	-	-	-	-	-	#DIV/0!	50,000
001-190-0000-4111 COMMISSIONER REIMBURSEMENT	-	-	-	1,800	-	-	-
001-190-0000-4126 HEALTH INS. ADMIN FEE	4,622	5,016	3,830	5,000	2,185	44%	5,000
001-190-0000-4132 UNEMPLOYMENT INSURANCE	-	-	-	5,000	4,500	90%	5,000
001-190-0150-4132 COMMUNITY DEVELOPMENT - UNEMPL	5,120	-	-	-	-	#DIV/0!	-
001-190-0222-4132 POLICE - UNEMPLOYMENT INSURANCE	6,694	-	450	-	-	#DIV/0!	-
001-190-0310-4132 ENGINEERING - UNEMPLOYMENT INSUR	-	-	-	-	-	#DIV/0!	-
001-190-0420-4132 RECREATION DEPT - UNEMPLOYMENT II	1,393	-	-	-	-	#DIV/0!	-
Personnel Costs	17,829	5,016	4,280	11,800	6,685	57%	60,000
001-190-0000-4220 TELEPHONE	45,389	49,842	47,914	47,000	21,812	46%	47,000
001-190-0000-4260 CONTRACTUAL SERVICES	76,338	86,018	95,412	150,000	51,381	34%	95,000
001-190-0000-4267 APPROPRIATED RESERVE	39,807	8,387	33,624	43,500	8,602	20%	40,000
001-190-0000-4270 PROFESSIONAL SERVICES	40,116	100,303	21,498	105,000	52,496	50%	95,000
001-190-3608-4270 PROFESSIONAL SERVICES	-	-	-	37,678	-	0%	-
001-190-0000-4280 POSTAGE	21,175	23,184	20,813	20,000	10,686	53%	21,000
001-190-0000-4300 DEPARTMENT SUPPLIES	5,584	19,978	12,662	10,000	5,149	51%	10,000
001-190-0000-4320 DEPARTMENT EQUIPMENT MAINT	-	142	-	-	-	#DIV/0!	-
001-190-0000-4380 SUBSCRIPTIONS DUES & MEMBERSHIPS	31,656	30,668	30,965	31,700	21,163	67%	31,700
001-190-0000-4405 INTEREST EXPENSE	29,166	31,217	35,420	1,975	1,161	59%	1,975
001-190-0000-4428 SMART METER LOAN PRINCIPAL	-	-	14,027	14,025	10,040	72%	14,025
001-190-0000-4430 ACTIVITIES & PROGRAMS	-	-	1,843	12,500	250	2%	12,500
001-190-0000-4435 BANK CHARGES	10,045	12,352	14,106	6,500	2,753	42%	6,500
001-190-0000-4437 CASH OVER & SHORT	(170)	1,145	139	-	129	0%	-
001-190-0222-4437 CASH OVER & SHORT	(9)	-	-	-	-	0%	-
001-190-0220-4437 CASH OVER & SHORT	91	-	-	-	-	0%	-
001-190-0220-4455 BAD DEBIT EXPENSE	-	-	64,604	-	-	0%	-
001-190-0000-4450 OTHER EXPENSE	1,067	1,261	18	-	-	0%	-
Operations & Maintenance Costs	300,254	364,497	393,045	479,878	185,622	39%	374,700
001-190-0000-4500 *****CAPITAL EXPENSES*****	-	7,082	-	-	-	-	381,330
Capital Costs	-	7,082	-	-	-	#DIV/0!	-
001-190-0000-4918 TRANSFER TO RETIREMENT FUND	-	-	-	250,000	-	0%	-
001-190-0000-4927 TRANSFER TO STREET LIGHTING	50,000	50,000	40,000	40,000	20,000	50%	20,000
001-190-0178-4932 TRANSFER TO CAPITAL OUTLAY FUND	-	-	-	25,000	25,000	100%	425,000
001-190-0842-4932 TRANSFER TO CAPITAL OUTLAY FUND	-	-	-	-	-	0%	-
001-190-0000-4941 TRANSFER TO EQUIP REPLACE FND	40,000	130,000	40,000	153,500	153,500	100%	-
001-190-0000-4943 TRANSFER TO FACILITY MAINT. FND	-	-	-	80,000	-	-	-
001-190-0000-4972 TRANSFER TO SEWER FUND	-	-	-	75,000	-	0%	-
Transfers	90,000	180,000	80,000	623,500	198,500	32%	445,000
Division Total	408,084	556,595	477,325	1,115,178	390,807	35%	879,700

Fund: Self-Insurance Fund

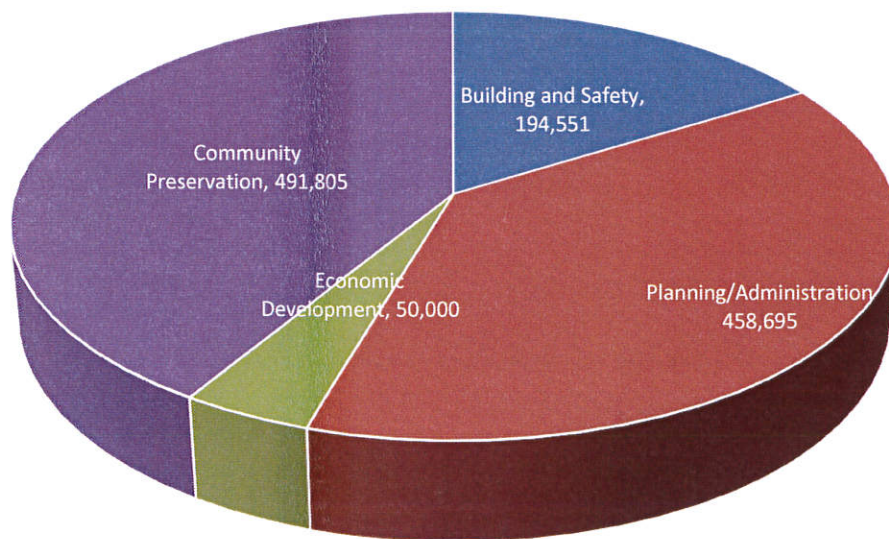
Resp. Dept: Finance

Beginning Fund Balance: (2,650,283) (3,287,496) (2,023,253) (2,433,499) (2,398,499)								
REVENUES	2017	2018	2019	2020	As of	2020	2021	
Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed	
3500-0000 INTEREST INCOME	-	-	21,167	-	(2,821)	-	-	
3901-0000 MISCELLANEOUS REVENUE	-	-	68,035	-	-	-	-	
3925-0000 WORKER'S COMP PREMIUM TRANSFER	1,061,184	1,116,539	1,157,255	1,125,000	603,623	54%	1,207,246	
3951-0000 LIABILITY CHARGE	864,330	865,000	764,999	250,000	125,000	50%	-	
3995-0000 TRANSFER FROM THE WATER FUND	60,000	60,000	60,000	60,000	30,000	50%	60,000	
Total Revenue	1,985,514	2,041,539	2,071,456	1,435,000	755,802	53%	1,267,246	
APPROPRIATIONS	2017	2018	2019	2020	As of	2020	2021	
Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed	
006-190-0000-4240 INSURANCE AND SURETY	263,927	315,765	266,712	300,000	232,118	77%	300,000	
006-190-0000-4300 DEPARTMENT SUPPLIES	-	-	547	-	-	-	-	
006-190-0000-4480 COST ALLOCATION	-	-	-	-	-	-	-	
006-190-0000-4800 LIABILITY INSURANCE CLAIMS	1,023,477	(321,816)	787,592	250,000	108,852	44%	250,000	
006-190-0000-4810 WORKER'S COMP CLAIMS	(57,481)	146,770	882,683	250,000	141,780	57%	250,000	
006-190-0000-4830 LIABILITY INS REQUIREMENTS	1,392,804	636,176	544,168	600,000	646,089	108%	650,000	
006-190-3711-4240 HEALTHY SF OPEN ST EVENT	-	401	-	-	-	-	-	
<i>Operations & Maintenance Costs</i>	2,622,727	777,296	2,481,702	1,400,000	1,128,839	81%	1,450,000	
Total Appropriations	2,622,727	777,296	2,481,702	1,400,000	1,128,839		1,450,000	
ANNUAL SURPLUS/DEFICIT	(637,213)	1,264,243	(410,246)	35,000	(373,037)		(182,754)	
Ending Balance:	(3,287,496)	(2,023,253)	(2,433,499)	(2,398,499)			(2,581,253)	

NOTE: This Division was converted to an Internal Service Fund in FY 2015-2016

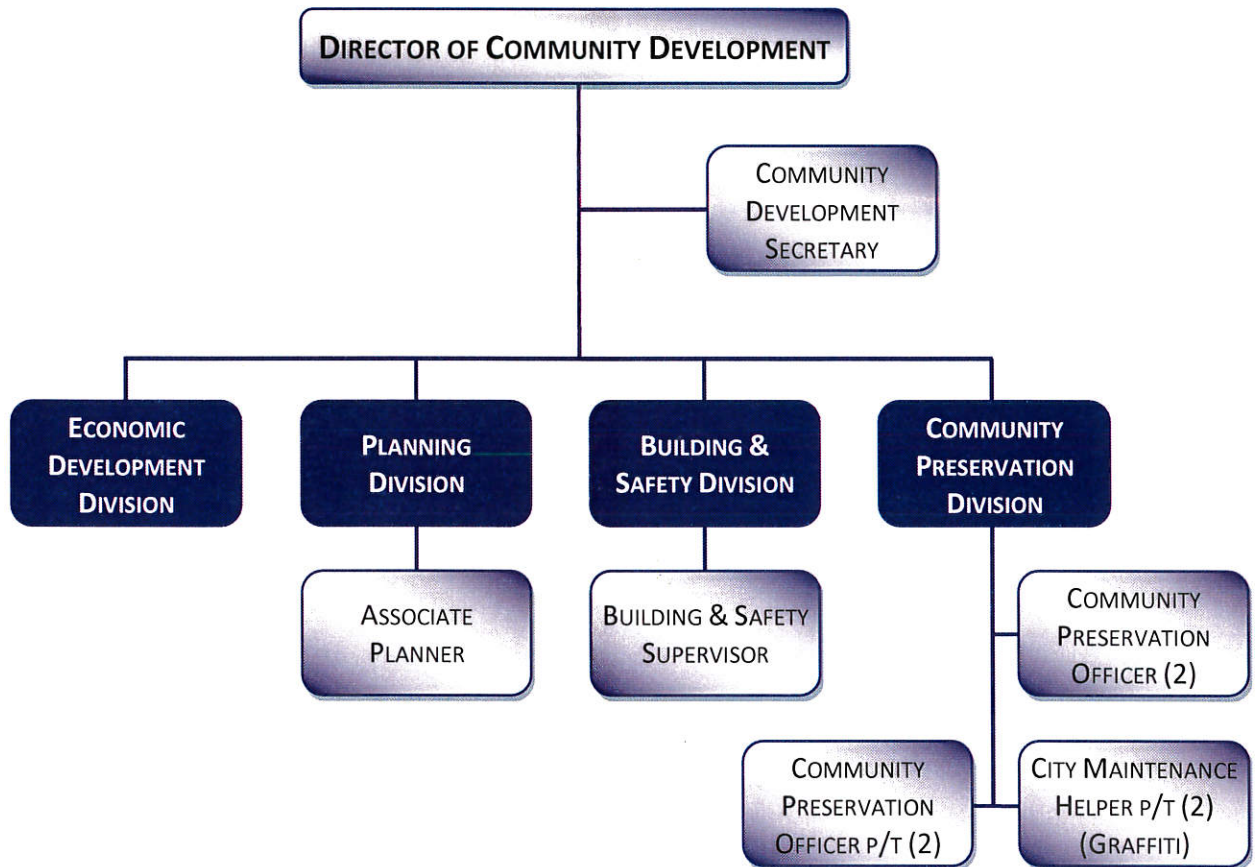
THE CITY OF
SAN FERNANDO

**COMMUNITY
DEVELOPMENT
DEPARTMENT**



THE CITY OF
SAN FERNANDO

ORGANIZATIONAL CHART
COMMUNITY DEVELOPMENT DEPARTMENT
FISCAL YEAR 2020-2021





COMMUNITY DEVELOPMENT DEPARTMENT

MISSION STATEMENT

The Community Development Department is committed to serving customers with courtesy and professionalism to support community preservation and economic development, and to protecting public health, safety and general welfare in the built environment.

DEPARTMENT OVERVIEW

The Department staff assists legislative bodies, including the City Council, the Successor Agency, the Planning and Preservation Commission, as well as residents, businesses and property owners within the community to address urban planning, environmental, housing, historic and neighborhood preservation, and other City building and zoning code related matters.

Staff oversees the following activities:

- Ensuring that new building construction adheres to municipal building codes;
- Providing planning and development review to safeguard compliance with the City's general plan and zoning regulations;
- Enforcing municipal building and property maintenance regulations on existing buildings; and
- Facilitating planning, review, and approval of new development, neighborhood preservation, and environmental impact assessment through technical support to the City Council, the Successor Agency, and the Planning and Preservation Commission.

ACCOMPLISHMENTS FOR FY 2019-2020

1. Ongoing implementation of General Plan Elements, including updates as a result of Corridors Specific Plan Update.
2. Initiated and executed multi-year agreement with Electrify America, and Tesla, Inc.
3. Advanced citywide economic development implementation plan with Kosmont Companies, including issuing a Request for Qualifications and initiating negotiations with prospective development partner.
4. Established code enforcement administrative support service for greater citation enforcement, resulting in 100% increase in citations collected and improved compliance.
5. Modernized department information technology successfully launching first generation Online Permit Counter for simple building permits.
6. Commenced activity on a SCAG-assisted citywide parking management master plan with parking consultant, KOA.
7. Enacted eviction protections for tenants, as determined by City Council policy.
8. Received 2020 American Planning Association Los Angeles Planning Award of Excellence – Comprehensive Plan (Small Jurisdiction) for the Corridors Specific Plan Update.



COMMUNITY DEVELOPMENT DEPARTMENT

OBJECTIVES FOR FY 2020-2021

1. Support City efforts to address COVID-19 impacts.
2. Continue to facilitate the business community in their effort to develop a successful downtown business improvement district (BID). (Strategic Goal #3)
3. Continue to implement economic development plan for downtown revitalization opportunity site at Parking Lot No. 3. (Strategic Goal #3)
4. Develop San Fernando General Plan 6th Cycle Housing Element Update for 2021-2029. (Strategic Goal #8)
5. Complete study for SCAG-assisted citywide parking management master plan with parking consultant, KOA. (City Council Priority #11)
6. Complete implementation of phase two of the Online Permit Counter for planning approvals and all remaining permits online. (Strategic Goal #5)



COMMUNITY DEVELOPMENT DEPARTMENT

BUILDING AND SAFETY

DIVISION NO. 140

DIVISION OVERVIEW

The Building and Safety Division ensures the safe occupancy of buildings by verifying construction compliance with regulated building and fire codes, and construction that is built in accordance with approved planning entitlements. Building and Safety operations include public counter permitting operations, plan check review and building inspection. The building and safety, planning and administrative personnel will continue to work together on improving the department's standard operating procedures, including the coordination with other departments and plan checking consultants in an effort to streamline and shorten the time necessary to review development proposals and complete the processing of construction permits.

In FY 2019-2020, more than 1,300 building permits were issued. This building activity included residential rehabilitation, which included repairs, remodels, and additions to existing dwelling units resulting in a total valuation of approximately \$3,620,000. New residential dwelling building resulted in a total valuation of approximately \$5,540,000. The valuation of interior and exterior improvements to existing commercial and industrial buildings was \$3,810,000. Lastly, new commercial building activity resulted in a total valuation of \$17,500,000. In comparison to the prior fiscal year FY 2018-2019, this activity level represents a 6-percent increase in building permits issued, no change in total valuation of residential building activity, and a 400-percent jump in the valuation of commercial and industrial building activity, due largely to the major new building project at 510 Park Avenue.

For the upcoming FY 2020-2021, staff anticipates building activity to be impacted negatively by the effects of the COVID-19 pandemic. The Dodge Construction Outlook, a reference for construction industry forecasting and business planning, originally predicted in October 2019 that total U.S. construction starts for 2020 would decline by 4-percent from the 2019 estimated level of activity. However, through April 2020, year to date construction starts have declined by 8-percent. While the American Institute of Architects (AIA) originally forecast in December 2019 that construction nationwide for nonresidential buildings would grow by a modest rate of 1.5-percent in 2020, an update on AIA projections in April 2020 revealed a much more pessimistic 11-percent decline. These actual and forecasted declines are due almost singularly to the impact of the COVID-19 pandemic.

Ongoing implementation of the City's zoning standards and design guidelines, including the San Fernando Corridors Specific Plan ("SP-5"), are expected to provide avenues for development of new high-quality commercial retail and in-fill residential development.

Staff projects that total development activity will generate approximately \$277,000 in revenues. This includes approximately \$255,500 in structural plan check and construction permits, \$19,000 in resale inspections, and General Plan Update Surcharge fees totaling \$2,500.

Dept: Community Development
Div: Building & Safety

Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
001-140-0000-4101 SALARIES-PERMANENT EMPLOYEES	168,945	133,521	112,742	112,831	53,608	48%	115,211
001-140-0000-4105 OVERTIME	749	495	469	-	202	#DIV/0!	-
001-140-0000-4120 O.A.S.D.I.	12,607	10,283	8,661	8,632	4,116	48%	8,814
001-140-0000-4126 HEALTH INSURANCE	31,566	27,207	25,019	26,120	13,060	50%	31,714
001-140-0000-4128 DENTAL INSURANCE	2,966	2,804	2,673	2,673	1,336	50%	2,673
001-140-0000-4129 RETIREE HEALTH SAVINGS	149	170	-	-	-	0%	-
001-140-0000-4130 WORKER'S COMPENSATION INS.	9,054	7,747	7,265	7,277	3,460	48%	7,425
001-140-0000-4136 OPTICAL INSURANCE	612	509	482	482	240	50%	482
001-140-0000-4138 LIFE INSURANCE	146	172	130	113	56	50%	113
001-140-0000-4140 WELLNESS BENEFIT	200	150	-	-	-	0%	-
Personnel Costs	226,994	183,058	157,441	158,128	76,078	48%	166,430
001-140-0000-4220 TELEPHONE	65	65	64	-	21	0%	-
001-140-0000-4270 PROFESSIONAL SERVICES	100	227	1,160	5,000	5,000	100%	4,500
001-140-0000-4300 DEPARTMENT SUPPLIES	1,295	1,291	3,182	2,500	-	0%	2,250
001-140-0000-4360 PERSONNEL TRAINING	-	-	3,193	1,910	-	0%	1,719
001-140-0000-4370 MEETINGS, MEMBERSHIPS & TRAVEL	-	-	-	-	-	0%	-
001-140-0000-4380 SUBSCRIPTIONS DUES & MMBRSHIPS	-	-	-	300	-	0%	270
001-140-0000-4390 VEHICLE ALLOW & MILEAGE	608	400	-	-	-	0%	-
Operations & Maintenance Costs	2,068	1,983	7,599	9,710	5,021	52%	8,739
001-140-0000-4706 LIABILITY CHARGE	15,027	14,841	8,931	2,931	1,465	50%	-
001-140-0000-4743 FACILITY MAINTENANCE CHARGE	16,982	21,415	22,861	20,091	10,045	50%	19,382
Internal Service Charges	32,009	36,256	31,792	23,022	11,510	50%	19,382
001-140-0000-4500 *****CAPITAL EXPENSES*****	-	-	-	-	-	0%	-
Capital Costs	-	-	-	-	-	0%	-
Division Total	261,072	221,297	196,832	190,860	92,610	49%	194,551



COMMUNITY DEVELOPMENT DEPARTMENT

PLANNING/ADMINISTRATION

DIVISION NO. 150

DIVISION OVERVIEW

The Planning/Administration Division administers and implements City land use and development policies, urban design policies, and the historic preservation program. The division provides direct services to the public by staffing the public counter, responding to citizen inquiries, processing a variety of development review applications, and working closely with the Planning and Preservation Commission, the Successor Agency, and the City Council to ensure new development reflects City land use policy and enhances the built environment.

Planning personnel continue to work on improving the department's review and processing of project entitlements, including coordination with building and safety personnel, other City departments, and design consultants in order to implement council directives and department priority projects. Planning personnel is in the midst of overhauling the department's information technology in order to make services more accessible and streamline the time to review development proposals and issue land use decisions.

During FY 2019-2020, the division's staff processed 43 site plan review applications, 1 discretionary permit applications (e.g., conditional use permit, variance, zone change request) and 64 other Planning Review cases involving discretionary review by staff, the Planning and Preservation Commission, or the City Council.

The division received a California Department of Housing and Community Development (HCD) SB2 Planning Grant to accelerate housing production by streamlining the approval of affordable housing and promoting development consistent with the State's planning priorities. Additionally, the division received the 2020 American Planning Association (APA) Los Angeles Planning Award of Excellence – Comprehensive Plan (Small Jurisdiction) for the San Fernando Corridors Specific Plan ("SP-5").

During FY 2020-2021, the division will continue to provide staff support to further implementation of SP-5, the San Fernando Long Range Property Management Plan, and the City's 2013-2021 General Plan Housing Element. In addition, the division will explore updates to SP-5, development of the City's 2021-2029 General Plan Housing Element Update, and to its information technology as part of phase two of the Online Permit Counter implementation. The division will be also responsible for managing and leasing of City-owned properties.

Dept: Community Development
Div: Planning/Administration

Account Number & Title	2016 Actual	2017 Actual	2018 Actual	2019 Adjusted	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
001-150-0000-4101 SALARIES-PERMANENT EMPLOYEES	126,269	143,233	77,297	261,382	256,110	262,946	133,703	51%	289,845
001-150-3673-4101 SALARIES-PERMANENT EMPLOYEES	16,574	3,704	-	-	-	-	-	#DIV/0!	-
001-150-0000-4105 OVERTIME	2,139	1,995	990	2,000	939	1,000	2,012	201%	-
001-150-0000-4111 COMMISSIONER'S REIMBURSEMENT	1,800	1,500	1,450	4,500	1,875	4,500	750	17%	-
001-150-0000-4120 O.A.S.D.I.	9,151	10,164	6,050	18,103	19,187	18,501	8,170	44%	19,347
001-150-3673-4120 O.A.S.D.I.	-	284	-	-	-	-	-	#DIV/0!	-
001-150-0000-4126 HEALTH INSURANCE	21,156	24,055	14,189	41,842	36,400	35,955	18,718	52%	58,725
001-150-0000-4128 DENTAL INSURANCE	1,470	1,657	1,332	3,207	3,808	1,743	1,940	111%	1,743
001-150-0000-4129 RETIREE HEALTH SAVINGS	-	298	340	1,800	2,500	2,400	1,200	50%	2,400
001-150-0000-4130 WORKER'S COMPENSATION INS.	3,531	3,951	1,701	3,977	4,085	4,002	2,061	51%	4,401
001-150-3673-4130 WORKER'S COMPENSATION INS	-	85	-	-	-	-	-	#DIV/0!	-
001-150-0000-4134 LONG TERM DISABILITY INSURANCE	1,167	778	413	1,264	1,196	1,132	565	50%	1,267
001-150-0000-4136 OPTICAL INSURANCE	435	453	247	578	714	342	363	106%	342
001-150-0000-4138 LIFE INSURANCE	220	209	177	255	240	225	112	50%	225
001-150-0000-4140 WELLNESS BENEFIT	-	200	300	600	600	600	-	0%	600
Personnel Costs	183,913	192,566	104,486	339,508	327,653	333,346	169,594	51%	378,895
001-150-0000-4220 COMM. DEV. CELL PHONES	58	-	-	-	-	-	-	#DIV/0!	-
001-150-0000-4230 ADVERTISING	7,803	1,905	2,666	7,700	1,491	7,700	151	2%	6,930
001-150-0000-4270 PROFESSIONAL SERVICES	54,978	59,595	187,855	89,732	42,787	22,900	1,802	8%	20,610
001-150-0138-4270 HUNTINGTON ST OVERLAY PROJ	5,000	2,554	-	-	-	400	-	0%	-
001-150-3673-4270 PROFESSIONAL SERVICES (EIR DWNWTWN)	1,818	-	30,647	-	-	-	-	#DIV/0!	-
001-150-0000-4280 OFFICE SUPPLIES	16	55	-	400	-	400	-	0%	360
001-150-0000-4300 DEPARTMENT SUPPLIES	4,542	3,144	3,528	5,000	4,907	5,000	645	13%	4,500
001-150-0000-4360 PERSONNEL TRAINING	-	653	-	95	589	95	-	0%	86
001-150-0000-4365 TUITION REIMBURSEMENT	-	1,809	-	3,000	-	-	-	#DIV/0!	-
001-150-0000-4370 MEETINGS, MEMBERSHIPS & TRAVEL	298	1,061	1,867	3,200	1,695	3,200	678	21%	2,880
001-150-0000-4380 SUBSCRIPTIONS DUES & MMBRSHIPS	1,356	1,719	1,615	2,200	1,470	2,700	695	26%	2,430
001-150-0000-4390 VEHICLE ALLOW & MILEAGE	1,761	1,216	801	3,600	3,610	3,600	1,711	48%	3,240
Operations & Maintenance Costs	77,630	73,712	228,979	114,927	56,548	45,995	5,682	12%	41,036
001-150-0000-4706 LIABILITY CHARGE	10,498	12,580	12,364	19,818	19,818	6,178	3,089	50%	-
001-150-0000-4743 FACILITY MAINTENANCE CHARGE	15,267	14,556	18,356	19,595	19,595	40,182	20,091	50%	38,765
Internal Service Charges	25,765	27,136	30,720	39,414	39,413	46,360	23,180	50%	38,765
001-150-0000-4500 CAPITAL EQUIPMENT	1,719	-	-	-	-	-	-	#DIV/0!	-
Capital Costs	1,719	-	-	-	-	-	-	#DIV/0!	-
Division Total	289,027	293,414	364,185	493,849	423,614	425,701	198,456	0	458,695



COMMUNITY DEVELOPMENT DEPARTMENT

ECONOMIC DEVELOPMENT

DIVISION NO. 151

DIVISION OVERVIEW

The Economic Development Division studies and implements strategies to attract new business development and employers to San Fernando, to retain high quality existing San Fernando businesses by supporting their continued growth locally, and to maximize the reuse of development opportunity sites. The Division works with third party economic consultants, local business organizations, including the San Fernando Chamber of Commerce and Downtown Business Improvement Association, and the greater San Fernando community to bring high quality employers, and greater food, retail, for-sale residential, or entertainment offerings to San Fernando.

Dept: Community Development
Div: Economic Development

Account Number & Title	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
001-151-0000-4270 PROFESSIONAL SERVICES	-	-	-	-	50,000	28,910	58%	50,000
001-151-0000-4300 DEPARTMENT SUPPLIES	-	-	-	-	-	-	#DIV/0!	-
Operations & Maintenance Costs	-	-	-	-	50,000	28,910	58%	50,000
Division Total	-	-	-	-	50,000	28,910	58%	50,000



COMMUNITY DEVELOPMENT DEPARTMENT

COMMUNITY PRESERVATION

DIVISION No. 152

DIVISION OVERVIEW

The Community Preservation Division protects public health, safety and welfare by enforcing the municipal code. Division staff perform inspections and enforce laws to correct illegal and unsafe building conditions and structures, inadequate property maintenance, public nuisances, noncompliance with business licensing requirements, and violations of zoning code regulations. Additionally, Community Preservation Division staff performs the City's graffiti abatement program on City-owned property and public right-of-way.

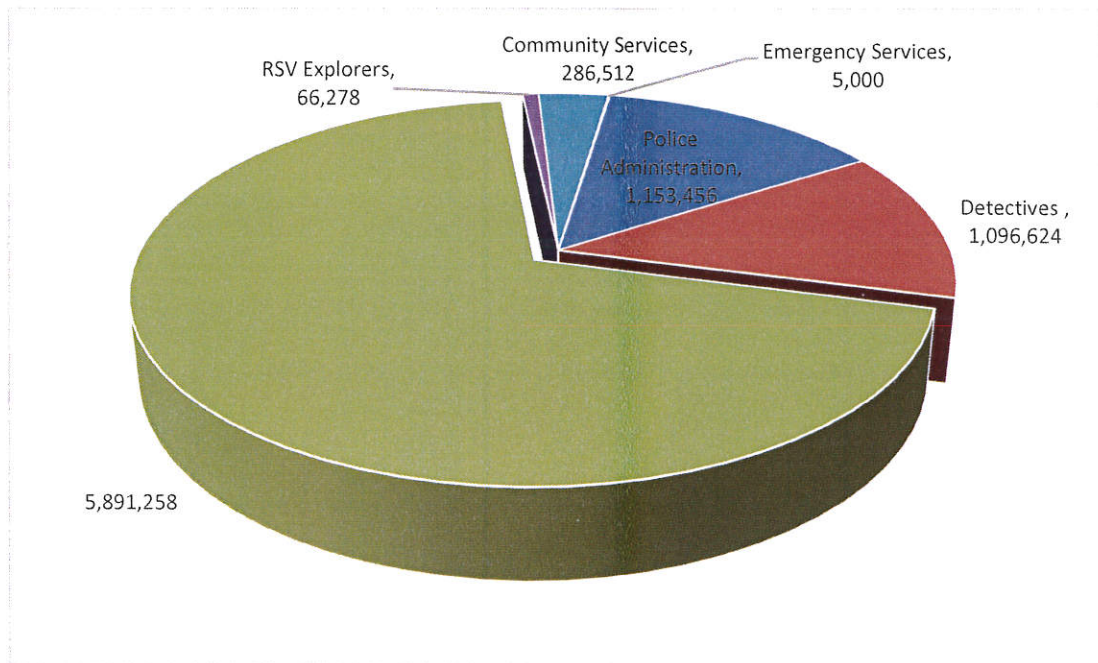
Community Preservation personnel has successfully overhauled division operating practices and launched third-party administrative citation processing services. This overhaul has resulted in streamlined code enforcement activity and greatly increased both compliance and the administrative fine collection rate.

During FY 2019-2020, the Community Preservation Division issued over 625 code enforcement compliance notices for violations such as orders to de-convert garages (20), working without a building permit (105), operating a business without a City business license (130), property maintenance (160), illegal dumping of hazardous waste in to the public storm drains (1), and illegal signs (70) resulting in issuance of over \$27,000 worth of administrative fines. During FY 2019-2020, approximately 40,000 square feet of graffiti was removed from the public right-of-ways, representing a 25 percent increase in graffiti activity from FY 2018-2019.

Dept: Community Development
Div: Community Preservation

Account Number & Title	2016 Actual	2017 Actual	2018 Actual	2019 Adjusted	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
001-152-0000-4101 SALARIES-PERMANENT EMPLOYEES	184,654	197,353	150,611	142,164	155,732	237,396	68,196	29%	244,567
001-152-0000-4103 WAGES-TEMPORARY & PART-TIME	58,195	59,477	57,705	73,820	57,020	-	26,909	#DIV/0!	26,000
001-152-0000-4105 OVERTIME	302	4,221	711	1,000	3,212	500	3,466	693%	4,000
001-152-0000-4120 O.A.S.D.I.	18,356	19,488	16,088	16,553	16,627	18,161	9,099	50%	18,709
001-152-0000-4126 HEALTH INSURANCE	40,507	47,624	31,354	32,480	20,400	33,751	10,649	32%	35,289
001-152-0000-4128 DENTAL INSURANCE	4,137	4,372	3,207	535	1,799	535	899	168%	535
001-152-0000-4129 RETIREE HEALTH SAVINGS	-	169	170	-	292	-	79	#DIV/0!	-
001-152-0000-4130 WORKER'S COMPENSATION INS.	15,693	16,655	13,973	17,033	15,015	18,005	7,493	42%	18,501
001-152-0000-4136 OPTICAL INSURANCE	801	852	531	96	311	96	155	161%	96
001-152-0000-4138 LIFE INSURANCE	374	382	402	434	383	383	168	44%	383
001-150-0000-4140 WELLNESS BENEFIT	-	200	150	-	-	-	-	#DIV/0!	-
Personnel Costs	323,020	350,794	274,902	284,115	270,792	308,827	127,113	41%	348,080
001-152-0000-4220 TELEPHONE	1,140	1,368	1,254	2,240	1,908	2,240	843	38%	2,016
001-152-0000-4230 ADVERTISING	-	-	-	3,100	-	2,100	-	0%	2,100
001-152-0000-4260 CONTRACTUAL SERVICES	485	1,500	395	450	-	-	-	#DIV/0!	-
001-152-0000-4270 PROFESSIONAL SERVICES	-	-	114	26,000	240	25,000	-	0%	17,500
001-152-0000-4300 DEPARTMENT SUPPLIES	7,350	8,968	6,986	10,840	9,913	10,555	2,325	22%	10,555
001-152-0000-4325 UNIFORM ALLOWANCE	-	-	557	1,400	941	1,800	1,170	65%	1,800
001-152-0000-4340 SMALL TOOLS	-	-	324	2,000	856	1,800	31	2%	1,800
001-152-0000-4360 PERSONNEL TRAINING	-	-	-	400	543	500	200	40%	500
001-152-0000-4370 MEETINGS, MEMBERSHIPS & TRAVEL	989	2,278	1,310	3,355	1,671	3,500	1,051	30%	3,500
001-152-0000-4380 SUBSCRIPTIONS DUES & MMBRSHIPS	340	340	380	500	380	500	380	76%	500
001-140-0000-4390 VEHICLE ALLOW & MILEAGE	880	773	542	900	-	900	-	0%	729
Operations & Maintenance Costs	11,185	15,227	11,862	51,185	16,452	48,895	6,000	12%	41,000
001-152-0000-4706 LIABILITY CHARGE	20,512	24,920	24,782	16,658	16,658	5,723	2,861	50%	-
001-152-0320-4741 EQUIP MAINT CHARGE	18,640	27,688	33,457	35,761	17,880	38,919	19,459	50%	37,102
001-152-0000-4741 EQUIP REPLACEMENT CHARGE	5,500	-	-	4,375	4,375	4,375	2,187	50%	4,375
001-152-0000-4743 FACILITY MAINTENANCE CHARGE	29,829	43,184	54,454	58,132	58,132	63,488	31,744	50%	61,248
Internal Service Charges	74,481	95,792	112,693	114,927	97,045	112,505	56,251	50%	102,725
001-152-0000-4500 *****CAPITAL EXPENSES*****	1,040	8,837	-	-	-	-	-	0%	-
Capital Costs	1,040	8,837	-	-	-	-	-	0%	-
Division Total	409,726	470,651	399,457	450,227	384,289	470,227	189,364	40%	491,805

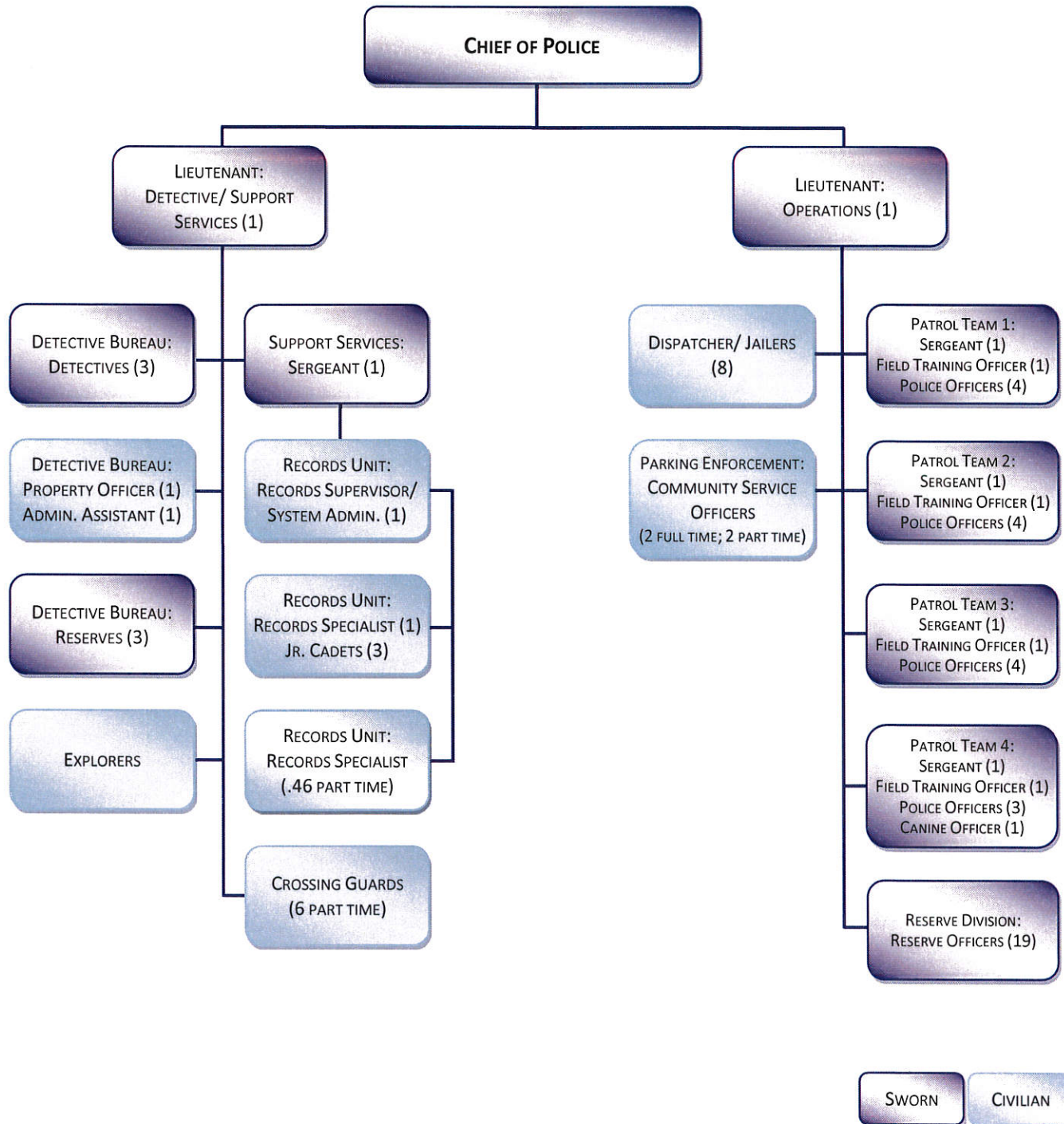
POLICE DEPARTMENT



THE CITY OF
SAN FERNANDO

ORGANIZATIONAL CHART

POLICE DEPARTMENT FISCAL YEAR 2020-2021





POLICE DEPARTMENT

MISSION STATEMENT

In partnership with the community, the Police Department is committed to achieving excellence in public safety by providing the highest quality leadership and police services. The Department's purpose is to ensure a safe environment for residents and visitors of San Fernando by providing proactive law enforcement to our diverse community and business members.

DEPARTMENT OVERVIEW

The Police Department is a dedicated group of law enforcement professionals vested in the highest quality of life for the community. Through investigations, patrols, crime prevention, and other specialized services, the Department protects life, property, and the rights of all persons. The Department continues to enjoy strong community support based upon efficient and effective law enforcement operations.

ACCOMPLISHMENTS FOR FY 2019-2020

1. Purchased and replaced one (1) seventeen-year-old detective vehicle. (Strategic Goal #4)
2. Purchased and replaced one (1) 2008 Parking Enforcement vehicle. (Strategic Goal #4)
3. Received Office of Traffic Safety (OTS) grant funding.
4. Received School Resource Officer funding.
5. Funded new City-Wide Radio System.

OBJECTIVES FOR FY 2020-2021

1. Fill critical positions.
2. Start School Resource Officer program.
3. Pursue other type of grant funding.
4. Pursue ABC grant funding.
5. Continue Community and Business outreach.



POLICE DEPARTMENT

SUPPORT SERVICES

DIVISION NO. 222

DIVISION OVERVIEW

Police Department Support Services is comprised of the Office of the Chief of Police, the Support Services Commander, Records Bureau, Cadet Program, Crossing Guard program and the Training Coordinator. The Department's Community Relations programs, including School Resource Officer (SRO) Program (funded), Media Relations are also administered within the Support Services Division.

Support Services Division Commander

The Support Services Division Commander, a component of the Support Services, manages the Division's various units and is charged with budget preparation and administration, procurement management, soliciting/managing grants, is the Emergency Services Coordinator, mandated Jail Administrator and Custodian of Records for the Department.

Support Services Sergeant

The Support Services Sergeant is primarily responsible for personnel matters, including recruitment, background investigations, training, meeting legal mandates and supervises the School Resource Officer as well as, conducting internal investigations as assigned by the Chief of Police. This position also manages the Neighborhood Watch and Business Watch Programs as well as any other community relations.

Records Bureau

The Records Bureau processes and maintains Department records, serves the public, provides Applicant Fingerprinting (LiveScan), vehicle inspections, manages the Court Commitment Program, criminal and sex registrant compliance, mandated State and Federal reporting, as well as Accounts Payable, purchasing and compiling Department statistics.

Dept: Police

Div: Police Support Services

Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
001-222-0000-4101 SALARIES-PERMANENT EMPLOYEES	497,448	456,150	444,447	442,698	252,040	57%	623,251
001-222-0000-4103 WAGES-TEMPORARY & PART-TIME	57,865	70,841	67,767	114,468	34,781	30%	-
001-222-0000-4105 OVERTIME	44,183	45,752	49,826	35,000	1,656	5%	35,000
001-222-0000-4109 OVERTIME-CONTRACT DUTY	3,441	14,996	18,829	-	14,842	#DIV/0!	-
001-222-0000-4120 O.A.S.D.I.	20,158	19,469	20,195	22,418	10,699	48%	24,327
001-222-0000-4126 HEALTH INSURANCE	64,548	68,250	71,488	75,192	36,267	48%	85,877
001-222-0000-4128 DENTAL INSURANCE	7,206	5,273	5,125	352	2,651	753%	352
001-222-0000-4130 WORKER'S COMPENSATION INS.	79,311	72,926	73,789	64,480	40,431	63%	77,781
001-222-0000-4134 LONG TERM DISABILITY INSURANCE	2,314	2,314	2,299	1,328	1,093	82%	1,563
001-222-0000-4136 OPTICAL INSURANCE	1,328	1,264	1,274	386	653	169%	386
001-222-0000-4138 LIFE INSURANCE	306	306	649	765	315	41%	765
001-222-0000-4140 WELLNESS BENEFIT	-	423	270	600	-	0%	-
Personnel Costs	778,108	757,964	755,958	757,687	395,429	52%	849,303
001-222-0000-4210 UTILITIES	-	-	-	-	-	-	-
001-222-0000-4220 TELEPHONE	64,898	62,592	62,494	61,790	25,286	41%	61,790
001-222-0000-4260 CONTRACTUAL SERVICES	21,608	9,557	16,243	11,300	9,135	81%	11,300
001-222-0000-4270 PROFESSIONAL SERVICES	2,476	5,556	13,292	12,150	337	3%	12,150
001-222-0000-4300 DEPARTMENT SUPPLIES	91,024	82,697	97,115	100,095	31,755	32%	90,095
001-222-0000-4320 DEPARTMENT EQUIPMENT MAINT	6,170	27,247	9,675	8,800	6,949	79%	8,800
001-222-0000-4325 UNIFORM ALLOWANCE	-	-	-	300	-	0%	300
001-222-0000-4350 CARE OF PERSONS	-	-	-	-	-	0%	-
001-222-0000-4360 PERSONNEL TRAINING	6,649	3,303	4,120	7,070	1,338	19%	7,070
001-222-0000-4370 MEETINGS, CONFERENCES & TRAVEL	8,271	10,442	3,801	9,200	1,163	13%	7,200
001-222-0000-4380 SUBSCRIPTIONS, DUES & MILEAGE	3,855	1,929	3,009	1,615	123	8%	1,615
001-222-0000-4390 VEHICLE ALLOW & MILEAGE	-	-	-	-	-	0%	-
Operations & Maintenance Costs	204,953	203,323	209,749	212,320	76,086	36%	200,320
001-222-0000-4706 LIABILITY CHARGE	65,607	46,981	42,658	13,630	6,815	50%	-
001-222-0320-4741 EQUIP MAINT CHARGE	20,766	25,692	26,821	29,189	14,595	50%	18,551
001-222-0000-4743 FACILITY MAINTENANCE CHARGE	75,208	73,422	78,381	88,401	44,201	50%	85,282
Internal Service Charges	161,581	146,095	147,860	131,220	65,610	50%	103,833
001-222-000-4500 ***CAPITAL EXPENSES***	43,312	774	-	-	-	#DIV/0!	-
Capital Expenses	43,312	774	-	-	-	#DIV/0!	-
Division Total	1,187,954	1,108,156	1,113,567	1,101,227	537,125	49%	1,153,456



POLICE DEPARTMENT

DETECTIVE

DIVISION NO. 224

DIVISION OVERVIEW

The primary responsibility of the Detective Division is to follow-up on reported crimes, arrest criminal offenders, obtain arrest and search warrants, file criminal complaints, and serve as the liaison with the Office of the Los Angeles District Attorney. The Division Commander manages criminal investigations, property and evidence control, subpoena control, warrant services, narcotic and gang enforcement, sex registration and parole compliance, and serves as the liaison to the presiding judge and other management level employees at the Los Angeles Superior Courts. The Division assists the public through advocacy programs and referrals to counseling centers, as well as, with releases for impounded and recovered vehicles.

Dept: Police
Div: Police Detectives

Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
001-224-0000-4101 SALARIES-PERMANENT EMPLOYEES	404,569	583,414	609,783	599,228	315,318	53%	635,022
001-224-0000-4103 WAGES-TEMPORARY & PART-TIME	-	-	-	-	-	0%	-
001-224-0000-4105 OVERTIME	38,796	57,522	56,500	30,000	20,642	69%	-
001-224-0000-4109 OVERTIME-CONTRACT DUTY	43,460	42,933	33,751	-	18,975	#DIV/0!	-
001-224-0000-4120 O.A.S.D.I.	14,384	17,680	18,393	16,369	9,672	59%	17,213
001-224-0000-4126 HEALTH INSURANCE	72,021	91,010	89,902	104,275	48,016	46%	115,856
001-224-0000-4128 DENTAL INSURANCE	7,170	9,224	8,943	7,679	4,471	58%	7,679
001-224-0000-4129 RETIREE HEALTH SAVINGS	287	750	600	600	300	50%	600
001-224-0000-4130 WORKER'S COMPENSATION INS.	74,547	111,520	113,376	95,800	55,814	58%	101,994
001-224-0000-4134 LONG TERM DISABILITY INSURANCE	2,424	2,424	3,664	1,926	1,758	91%	2,028
001-224-0000-4136 OPTICAL INSURANCE	1,393	1,649	1,586	1,371	793	58%	1,371
001-224-0000-4138 LIFE INSURANCE	522	474	553	540	270	50%	540
Personnel Costs	659,573	918,600	937,051	857,788	476,028	55%	882,302
001-224-0000-4270 PROFESSIONAL SERVICES	5,305	5,984	4,127	9,400	1,020	11%	7,000
001-224-0000-4300 DEPARTMENT SUPPLIES	1,957	57	-	600	600	100%	-
001-224-0000-4360 PERSONNEL TRAINING	6,268	3,290	2,552	6,000	1,206	20%	4,916
001-224-0000-4370 MEETINGS, MEMBERSHIPS & TRAVEL	676	1,317	537	3,555	60	2%	1,555
001-224-0000-4380 SUBSCRIPTIONS, MEMBERSHIPS & DUES	-	-	-	60	-	0%	60
Operations & Maintenance Costs	14,206	10,648	7,217	19,615	2,886	15%	13,531
001-224-0000-4706 LIABILITY CHARGE	50,208	60,506	51,803	15,897	7,949	50%	-
001-224-0320-4741 EQUIP MAINT CHARGE	62,297	73,838	89,403	97,298	48,649	50%	92,755
001-224-0000-4741 EQUIP REPLACEMENT CHARGE	10,000	10,000	10,000	15,000	7,500	50%	15,000
001-224-0000-4743 FACILITY MAINTENANCE CHARGE	58,226	73,422	78,381	96,437	48,219	50%	93,035
Internal Service Charges	180,731	217,766	229,587	224,632	112,316	50%	200,790
Division Total	854,510	1,147,014	1,173,855	1,102,035	591,230	54%	1,096,624



POLICE DEPARTMENT

PATROL

DIVISION NO. 225

DIVISION OVERVIEW

The Patrol Division represents the first contact that community members have with the Department; either through the Police Dispatchers manning the 24-hour Communications Center or uniformed personnel on patrol. Patrol Division receives initial calls for service, responds and utilizes varied resources, conducts preliminary investigations, apprehends criminal suspects, and documents these activities through professional police reports. The Patrol Commander manages deployment of all field personnel which includes civilian and sworn personnel, mid-line field supervisors, the Communications Division, the Reserve Officer Program, the Community Service Officers and serves as Incident Commander for all critical incidents and scheduling, as well as Jail Operations although some of these units are independently budgeted for accounting purposes.

Dept: Police

Div: Police Patrol

Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
001-225-0000-4101 SALARIES-PERMANENT EMPLOYEES	2,547,244	2,604,834	2,780,175	3,079,454	1,568,034	51%	3,298,232
001-225-0000-4103 WAGES-TEMPORARY & PART-TIME	53,719	8,420	6,462	-	-	#DIV/0!	-
001-225-0000-4105 OVERTIME	425,011	551,021	418,954	225,000	173,375	77%	225,000
001-225-0000-4107 OVERTIME-COURT	25,547	27,017	22,827	25,000	29,551	118%	25,000
001-225-0000-4109 OVERTIME-CONTRACT DUTY	109,066	78,973	124,886	200,000	83,595	42%	200,000
001-225-0000-4120 O.A.S.D.I.	82,469	82,392	84,028	78,970	46,436	59%	84,105
001-225-0000-4126 HEALTH INSURANCE	426,953	439,583	455,002	641,081	258,819	40%	628,008
001-225-0000-4128 DENTAL INSURANCE	39,294	39,406	42,038	41,126	22,762	55%	38,988
001-225-0000-4129 RETIREE HEALTH SAVINGS	8,498	11,537	10,205	17,280	11,670	68%	19,800
001-225-0000-4130 WORKER'S COMPENSATION INS.	547,634	572,143	583,698	526,948	317,992	60%	582,529
001-225-0000-4134 LONG TERM DISABILITY INSURANCE	16,248	15,800	16,103	10,617	8,576	81%	11,481
001-225-0000-4136 OPTICAL INSURANCE	7,541	7,429	7,820	7,290	4,278	59%	587
001-225-0000-4138 LIFE INSURANCE	3,482	3,558	2,880	2,934	1,392	47%	2,934
001-225-3683-4109 HOMELESS OUTREACH SERV PROJ	-	-	502	-	-	#DIV/0!	-
Personnel Costs	4,292,706	4,442,113	4,555,581	4,855,700	2,526,481	52%	5,116,663
001-225-0000-4260 CONTRACTUAL SERVICES	406	-	94	-	-	#DIV/0!	-
001-225-0000-4270 PROFESSIONAL SERVICES	4,314	4,273	2,743	6,000	191	3%	6,000
001-225-0000-4300 DEPARTMENT SUPPLIES	2,950	350	682	-	-	#DIV/0!	-
001-225-0000-4350 CARE OF PERSONS	23,061	25,119	24,534	32,000	11,131	35%	32,000
001-225-0000-4360 PERSONNEL TRAINING	18,026	10,136	6,250	23,180	7,259	31%	20,000
001-225-0000-4370 MEETINGS, MEMBERSHIPS & TRAVEL	1,449	5,149	10,552	2,900	4,267	147%	2,900
001-225-0000-4380 SUBSCRIPTIONS DUES & MEMBERSHIPS	-	-	-	-	-	#DIV/0!	-
001-225-3688-4360 CORRECTIONS TRAINING (STC)	5,708	4,594	3,511	4,620	1,646	36%	4,620
Operations & Maintenance Costs	55,913	49,621	48,366	68,700	24,494	36%	65,520
001-225-0000-4706 LIABILITY CHARGE	290,002	291,936	264,135	88,599	44,300	50%	-
001-225-0320-4741 EQUIP MAINT CHARGE	131,517	219,007	160,926	175,136	87,568	50%	139,133
001-225-0000-4741 EQUIP REPLACEMENT CHARGE	49,000	70,250	78,250	58,250	29,125	50%	58,250
001-225-0000-4743 FACILITY MAINTENANCE CHARGE	320,241	441,164	438,933	530,405	265,203	50%	511,692
Internal Service Charges	790,760	1,022,357	942,244	852,391	426,195	50%	709,075
001-225-0000-4500 ****CAPITAL EXPENSES****	-	119,800	63,226	1,028,566	-	0%	-
Capital Costs	-	119,800	63,226	1,028,566	-	0%	-
Division Total	5,139,379	5,633,891	5,609,416	6,805,357	2,977,170	44%	5,891,258



POLICE DEPARTMENT

POLICE RESERVES/ EXPLORERS

DIVISION NO. 226

DIVISION OVERVIEW

The Police Reserves are dedicated community members who donate their time to serving the citizens of San Fernando. Reserve personnel augment every segment of the Department, providing thousands of hours of coverage during peak periods of activity, emergency response for critical events and special events throughout the year.

The San Fernando Explorers are youths who are interested in law enforcement. The program provides mentorship and development opportunities. The Explorer Post provides numerous community service benefits in the area of Christmas Baskets, pet vaccinations, Relay for Life, 4th of July celebrations and Child ID, just to name a few. Mentoring of Explorers will continue with the goal of developing future law enforcement professionals.

Dept: Police

Div: Police Reserves/Explorers

Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
001-226-0000-4103 PART-TIME EMPLOYEES	29,719	55,505	56,961	50,000	17,457	35%	45,000
001-226-0000-4120 O.A.S.D.I.	1,958	2,836	2,230	-	904	#DIV/0!	
001-226-0000-4130 WORKERS COMPENSATION INS	3,016	7,621	8,176	-	2,056	#DIV/0!	
Personnel Costs	34,692	65,962	67,366	50,000	20,417	41%	45,000
001-226-0000-4360 PERSONNEL TRAINING-RESERVES	226	-	803	500	-	-	500
001-226-0000-4370 MEETINGS, CONFERENCES & TRAVEL	1,728	1,632	3,761	-	-	#DIV/0!	-
001-226-0230-4380 CONFERENCES, EXPLORER/ADVISOR MEN	-	-	-	6,000	-	0%	6,000
001-226-0230-4430 EXPLORER POST PROGRAM	10,038	4,767	6,169	5,500	1,267	23%	5,500
Operations & Maintenance Costs	11,992	6,399	10,733	12,000	1,267	11%	12,000
001-226-0000-4706 LIABILITY CHARGE	3,882	3,712	2,932	927	464	50%	-
001-226-0320-4741 EQUIP MAINT CHARGE	6,922	8,107	8,940	9,730	4,865	50%	9,276
001-226-0000-4743 FACILITY MAINTENANCE CHARGE	-	-	-	-	-	#DIV/0!	-
Internal Service Charges	10,804	11,819	11,872	10,656	5,328	50%	9,276
Division Total	57,488	84,180	89,972	72,656	27,012	37%	66,276



POLICE DEPARTMENT

COMMUNITY SERVICE/ PARKING ENFORCEMENT PROGRAM

DIVISION NO. 230

DIVISION OVERVIEW

Community Service Officers provide a high level of professional services to the community. Community Service Officers frequently assist at the scene of traffic collisions, during special city events, grant funded operations, with contract duties, in addition to their parking control activities. Community Service Officers round out the services of the Department helping to keep traffic flowing, streets safe and free from unsightly abandoned or inoperable vehicles.

Dept: Police

Div: Community Services Program

Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
001-230-0000-4101 SALARIES-PERMANENT EMPLOYEES	3,819	9,577	103,628	113,929	56,502	50%	168,619
001-230-0000-4103 WAGES-TEMPORARY & PART-TIME	106,653	82,654	40,227	48,178	22,177	46%	
001-230-0000-4120 O.A.S.D.I.	8,451	7,056	10,983	12,401	6,012	48%	12,899
001-230-0000-4126 HEALTH INSURANCE	23,909	23,809	48,849	35,951	16,812	47%	37,092
001-230-0000-4128 DENTAL INSURANCE	765	2,612	2,612	-	1,306	#DIV/0!	
001-230-0000-4130 WORKER'S COMPENSATION INS.	7,923	6,401	9,117	11,785	4,989	42%	12,259
001-230-0000-4136 OPTICAL INSURANCE	153	514	514	-	257	#DIV/0!	
001-230-0000-4138 LIFE INSURANCE	168	168	272	270	135	50%	270
Personnel Costs	151,842	132,791	216,203	222,514	108,190	49%	231,139
001-230-0000-4325 UNIFORM ALLOWANCE	-	100	-	200	-	0%	200
Operations & Maintenance Costs	-	100	-	200	-	0%	200
001-230-0000-4706 LIABILITY CHARGE	9,773	9,420	7,778	4,124	2,062	50%	-
001-230-0320-4741 EQUIP MAINT CHARGE	-	12,019	-	-	-	#DIV/0!	9,276
001-230-0000-4743 FACILITY MAINTENANCE CHARGE	19,409	24,474	26,127	47,576	23,788	50%	45,897
Internal Service Charges	29,182	45,913	33,905	51,700	25,850	50%	55,173
Division Total	181,024	178,804	250,108	274,414	134,040	49%	286,512



POLICE DEPARTMENT

EMERGENCY SERVICES

DIVISION NO. 250

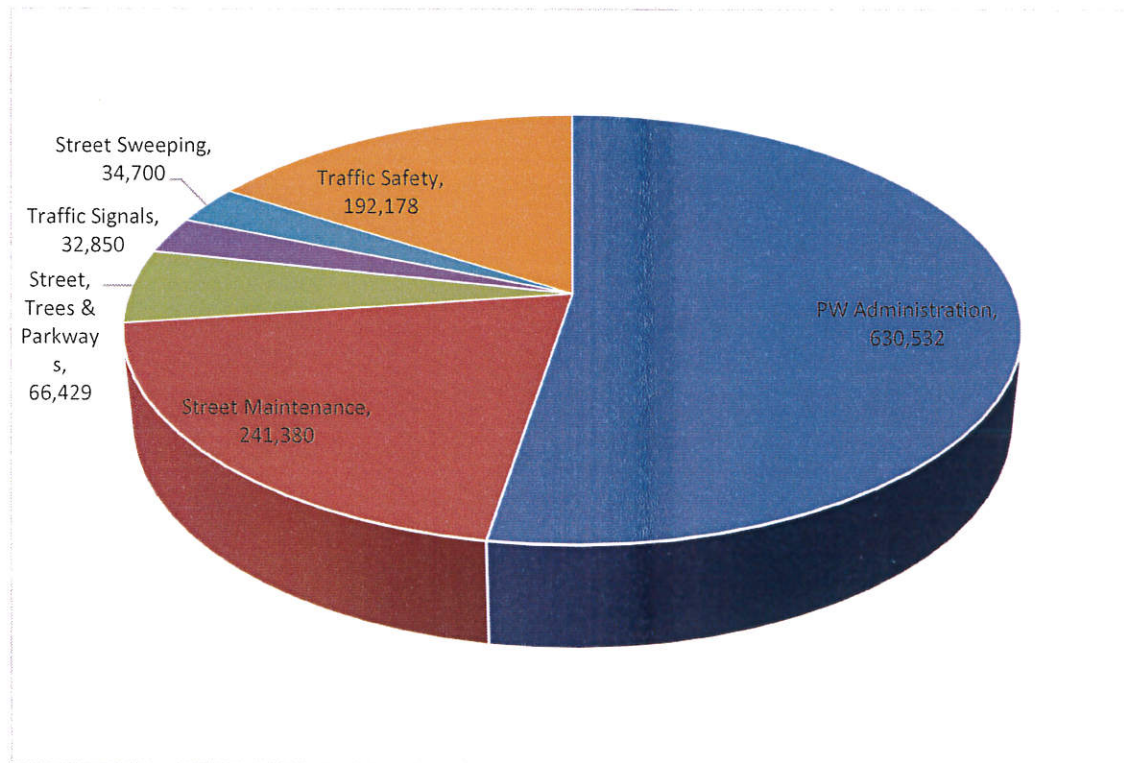
DIVISION OVERVIEW

The Emergency Services Division is responsible for developing emergency plans for natural and man-made disasters, hazardous materials incidents, and civil unrest. In addition to developing plans for these incidents, the Emergency Services Division advises policy makers and key appointed staff on how to respond to these situations.

Dept: Police
Div: Emergency Services

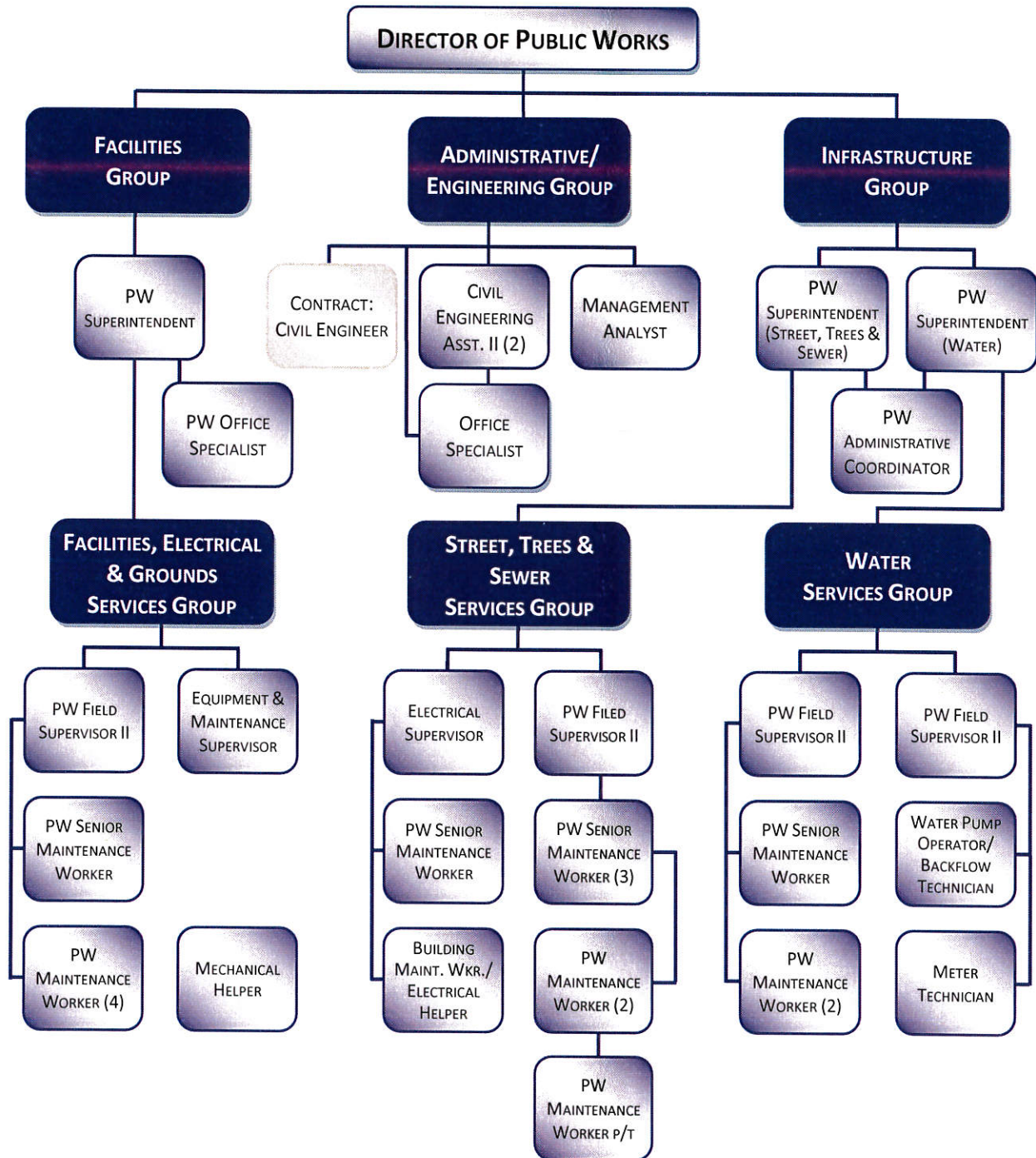
Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
001-250-0000-4260 CONTRACTUAL SERVICES	-	-	-	-		#DIV/0!	
001-250-0000-4300 DEPARTMENT SUPPLIES	-	5,196	1,897	5,000	-	0%	5,000
001-250-0000-4360 PERSONNEL TRAINING	-	-	325	-		#DIV/0!	
Operations & Maintenance Costs	-	5,196	2,222	5,000	-	0%	5,000
Division Total	-	5,196	2,222	5,000	-	0%	5,000

PUBLIC WORKS DEPARTMENT



THE CITY OF
SAN FERNANDO

ORGANIZATIONAL CHART
PUBLIC WORKS DEPARTMENT
FISCAL YEAR 2020-2021





PUBLIC WORKS DEPARTMENT

MISSION STATEMENT

The Public Works Department is committed to providing the highest quality services in the most cost effective manner, while ensuring that the maintenance, construction, and operations of the public facilities and programs under its care are adequate, safe and serviceable to the satisfaction of its customers.

DEPARTMENT OVERVIEW

The Public Works Department provides engineering services and capital improvement planning to ensure a high quality of public infrastructure. The Public Works Department is responsible for rehabilitating and restoring the City's infrastructure (i.e. facilities, streets, water pipelines, sewer system), providing safe and reliable water delivery, improving the flow of traffic, maintaining parkway streets and landscape, cleaning of City streets, overseeing transportation programs, managing the City's sanitary sewer system, and coordinating refuse and recycling programs.

ACCOMPLISHMENTS FOR FY 2019-2020

1. Completed Water and Sewer Rate Study and successfully had water and sewer rates increased.
2. Annual Resurfacing Project included paving 0.5 centerline miles of streets with Asphalt Rubber Hot Mix (ARHM). Additionally, 33 curb ramps were installed with truncated domes and 17,000 square feet of sidewalk was removed and replaced. The project also included the upgrade of 1,900 LF of water main and 127 water services.
3. Completed Glenoaks Boulevard Water/Sewer Improvements; upgraded sewer mains and replaced water services. Approximately 908 linear feet (LF) of 15" vitrified clay pipe (VCP) and 1,645 LF of 18" VCP were replaced. Additionally, 56 sewer laterals were connected and 7 water services were replaced.
4. Began design phase for Upper Reservoir Replacement Project.
5. City applied for Proposition 1 grant funding (\$3.6 million) and Safe, Clean Water grant funding (\$9 million) for construction phase of San Fernando Regional Park Infiltration Project. City's project has advanced to final stage of selection process for both grant funds.
6. Calles Verdes Project - In an effort to reduce the effects of extreme heat as well as beautify the City, 176 trees were planted throughout the City. A total of 290 trees have been planted to date.
7. Public Works poured 14,700 Square Feet of concrete related to sidewalk, curb and gutter repairs.
8. Over 2000 pot holes were filled.

OBJECTIVES FOR FY 2020-2021

1. Minimize Department's General Fund and Enterprise Fund expenditures to counter revenues lost by the City due to COVID-19.



PUBLIC WORKS DEPARTMENT

OBJECTIVES FOR FY 2020-2021

2. Focus on completing projects already in progress and hold off on expending funds on new projects in an effort to preserve fund balances.
3. Have all current projects, funding sources, budget information, contracts overseen and items needing immediate attention assembled and ready to review to help facilitate a smooth transition for the new Director of Public Works.
4. Maintain enhanced level of janitorial cleaning at City-owned facilities to combat the spread of COVID-19.
5. Maintain diligent approach to sanitizing City vehicles and park equipment to combat the spread of COVID-19.
6. Complete construction phase of Glenoaks Boulevard Street Resurfacing Project.
7. CDBG Project – Complete resurfacing of San Fernando Road, including public right-of-way areas, from San Fernando Mission Boulevard to South Maclay Avenue and Pico Street between from Kalisher Street to South Brand Boulevard.
8. Begin construction phase for the San Fernando Regional Park Infiltration Project.
9. Complete energy efficiency audit and implement recommended improvements.
10. Begin construction phase for the Safe Routes to School Project, Cycles 1&2, so to increase traffic and pedestrian safety adjacent to local schools and in residential neighborhoods.
11. Complete design phase and begin construction phase of HSIP Traffic Signal Modification Project.
12. Continue to restripe street striping and markings.
13. Create a well thought out, detailed, and realistic strategy to upgrade all of the City's ageing water and sewer lines
- 14.
- 15.



PUBLIC WORKS DEPARTMENT

ENGINEERING AND ADMINISTRATION

DIVISION NO. 310

DIVISION OVERVIEW

The Public Works Engineering and Administration Division provides oversight for department functions, including financial management, capital project planning, contract services, engineering support, and operations support.

Dept: Public Works

Div: Engineering & Administration

Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
001-310-0000-4101 SALARIES-PERMANENT EMPLOYEES	185,763	223,143	297,440	311,343	117,385	38%	313,442
001-310-0000-4105 OVERTIME	3,484	3,871	5,698	-	4,040	0%	-
001-310-0000-4111 COMMISSIONER'S REIMBURSEMENT	1,100	1,500	1,300	4,500	975	22%	4,500
001-310-0000-4120 O.A.S.D.I.	14,030	17,405	22,387	22,137	9,289	42%	22,137
001-310-0000-4126 HEALTH INSURANCE	28,506	38,814	49,645	56,485	20,900	37%	56,485
001-310-0000-4128 DENTAL INSURANCE	3,387	4,024	5,138	3,178	2,124	67%	3,178
001-310-0000-4129 RETIREE HEALTH SAVINGS	-	165	450	600	-	0%	600
001-310-0000-4130 WORKER'S COMPENSATION INS.	9,671	11,822	13,135	13,184	6,150	47%	13,184
001-310-0000-4134 LONG TERM DISABILITY INSURANCE	-	-	652	948	160	17%	948
001-310-0000-4136 OPTICAL INSURANCE	622	738	948	594	393	66%	594
001-310-0000-4138 LIFE INSURANCE	84	84	244	270	113	42%	270
001-310-0000-4140 WELLNESS BENEFIT	-	76	227	300	-	0%	-
Personnel Costs	246,646	301,642	397,263	413,539	161,528	39%	415,338
001-310-0000-4220 TELEPHONE	1,015	2,687	2,862	-	938	0%	-
001-310-0000-4260 CONTRACTUAL SERVICES	22,807	128,618	-	-	-	0%	-
001-310-0000-4270 PROFESSIONAL SERVICES	57,376	21,332	144,708	179,025	64,398	36%	161,525
001-310-0000-4300 DEPARTMENT SUPPLIES	9,158	8,722	10,017	7,000	5,926	85%	7,000
001-310-0000-4310 EQUIPMENT AND SUPPLIES	326	1,427	548	2,000	-	0%	2,000
001-310-0000-4320 DEPARTMENT EQUIPMENT MAINT	-	-	-	-	-	0%	-
001-310-0000-4360 PERSONNEL TRAINING	2,404	478	684	1,500	31	2%	1,500
001-310-0000-4365 TUITION REIMBURSEMENT	2,550	-	-	-	-	0%	-
001-310-0000-4370 MEETINGS, MEMBERSHIPS & TRAVEL	43	666	3,283	1,000	-	0%	1,000
001-310-0000-4380 SUBSCRIPTIONS DUES & MMBRSHIPS	200	815	840	1,605	865	54%	1,605
001-310-0000-4390 VEHICLE ALLOW & MILEAGE	633	553	1,460	1,800	-	0%	1,800
001-310-0000-4430 ACTIVITIES AND PROGRAMS	-	35	-	-	-	0%	-
001-310-0000-4450 OTHER EXPENSE	75	-	-	-	-	0%	-
001-310-0159-4260 CONTRACTUAL SERVICES	-	260	130	-	-	0%	-
001-310-3636-4230 ADVERTISING	-	-	-	-	-	0%	-
001-310-3636-4270 PROFESSIONAL SERVICES	-	-	-	-	-	0%	-
001-310-3697-4270 CLEAN TRANSP MSRC NO. ML14062	2,730	-	-	-	-	0%	-
001-310-6673-4270 PROFESSIONAL SERVICES	-	-	-	-	-	0%	-
Operations & Maintenance Costs	99,318	165,593	164,530	193,930	72,159	37%	176,430
001-310-0000-4706 LIABILITY CHARGE	16,840	22,125	23,129	7,664	3,832	50%	-
001-310-0000-4743 FACILITY MAINTENANCE CHARGE	25,231	31,815	33,965	40,182	20,091	50%	38,765
Internal Service Charges	42,071	53,940	57,094	47,846	23,923	50%	38,765
001-310-000-4912 TRANSFER TO MEASURE R FUND	-	-	-	-	-	0%	-
Transfers	-	-	-	-	-	0%	-
001-310-0000-4500 CAPITAL EQUIPMENT	-	2,230	-	-	-	0%	-
Capital Costs	-	2,230	-	-	-	0%	-
Division Total	388,035	523,405	618,887	655,315	257,610	0	630,532



PUBLIC WORKS DEPARTMENT

STREET MAINTENANCE

DIVISION NO. 311

DIVISION OVERVIEW

The Street Maintenance Division is responsible for the maintenance and repair of streets, curbs, gutters, sidewalks, storm drains, and traffic markings. The Division oversees, inspects and maintains more than 50 miles of public streets; 37 alleys; 80 miles of City sidewalks and 237 storm drains. In addition, the Division cleans and maintains 79 bus stops; including 28 City Trolley stops. Of these bus stop locations, 18 are currently equipped with bus shelters. In addition, the division provides maintenance functions for the downtown business area (Mall). The Division collects refuse from public receptacles on a daily basis; conducts landscape maintenance five days a week; cleans sidewalks daily and power washes once a week.

The Division oversees the City's street sweeping services contract. Street sweeping is conducted to improve the cleanliness, health and safety of the City. Street sweepers remove debris from streets and prevent it from entering storm drains. Street sweeping not only helps maintain clean and healthy streets, but also helps the City comply with mandatory and increasingly stringent state and federal storm water quality requirements.

NOTE: Beginning in Fiscal Year 2015-2016, Bus Shelter Maintenance (Division 313), Mall Maintenance (Division 341), and Street Sweeping (Division 343) were consolidated and included under Street Maintenance – Division 311. The detailed worksheets for those former division are included for historical purposes.

Dept: Public Works
Div: Street Maintenance

Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
001-311-0000-4101 SALARIES-PERMANENT EMPLOYEES	41,679	39,405	42,888	65,572	17,752	27%	33,822
001-311-0000-4103 WAGES-TEMPORARY & PART-TIME	14,384	25,631	6,342	35,000	-	0%	
001-311-0000-4105 OVERTIME	20,448	24,595	39,806	15,000	21,725	145%	
001-311-0000-4120 O.A.S.D.I.	6,045	6,856	6,811	2,575	3,020	117%	2,575
001-311-0000-4126 HEALTH INSURANCE	9,979	10,414	8,189	8,193	3,865	47%	8,193
001-311-0000-4128 DENTAL INSURANCE	793	850	729	641	340	53%	641
001-311-0000-4129 RETIREE HEALTH SAVINGS	-	-	90	120	183	152%	120
001-311-0000-4130 WORKER'S COMPENSATION INS.	10,845	12,578	12,222	3,956	5,149	130%	3,956
001-311-0000-4134 LONG TERM DISABILITY	-	-	79	-	-	#DIV/0!	
001-311-0000-4136 OPTICAL INSURANCE	227	199	178	148	84	57%	
001-311-0000-4138 LIFE INSURANCE	-	-	68	50	24	49%	50
Personnel Costs	104,399	120,528	117,403	131,255	52,142	40%	49,358
001-311-0000-4260 CONTRACTUAL SERVICES	-	51,008	42,169	80,000	13,515	17%	65,000
001-311-0000-4300 DEPARTMENT SUPPLIES	12,837	20,581	18,506	34,409	7,052	20%	20,000
001-311-0000-4310 EQUIPMENT AND SUPPLIES	233	290	290	290	-	0%	290
001-311-0000-4325 UNIFORM ALLOWANCE	-	-	-	-	-	#DIV/0!	-
001-311-0000-4360 PERSONNEL TRAINING	40	-	-	-	-	#DIV/0!	-
001-311-0000-4400 VEHICLE OPERATIONS & MAINT.	-	-	-	1,500	-	0%	-
001-311-0000-4430 ACTIVITIES AND PROGRAMS	1,367	1,235	555	1,351	-	0%	1,351
001-311-0301-4300 PW MAINT. & REPAIR SUPPLIES	-	-	-	25,000	2,100	8%	25,000
Operations & Maintenance Costs	14,477	73,114	61,520	142,550	22,667	16%	111,641
001-311-0000-4706 LIABILITY CHARGE	5,857	5,513	3,887	1,195	597	50%	
001-311-0320-4741 EQUIP MAINT CHARGE	34,610	57,502	44,702	48,649	24,324	50%	55,653
001-311-0000-4741 EQUIP REPLACEMENT CHARGE	6,000	7,644	9,800	16,200	8,100	50%	16,200
001-311-0000-4743 FACILITY MAINTENANCE CHARGE	24,261	11,625	12,410	8,840	4,420	50%	8,528
Internal Service Charges	70,728	82,284	70,799	74,884	37,442	50%	80,381
001-311-0000-4500 CAPITAL EQUIPMENT	-	-	-	174,379	-	-	-
Capital Costs	-	-	-	174,379	-	-	-
001-311-0000-4600 CAPITAL PROJECTS	-	-	-	-	-	-	-
Capital Projects	-	-	-	-	-	-	-
Division Total	189,604	275,926	249,722	523,068	112,251	0	241,380



PUBLIC WORKS DEPARTMENT

STREETS, TREES AND PARKWAYS

DIVISION NO. 346

DIVISION OVERVIEW

The Streets Trees and Parkways Division provides a program of tree general maintenance for approximately 7,138 City trees in parkways and at City facilities. In order to preserve aging trees, the Division performs additional services under the guidance of an arborist for things such as wind trimming, hole fillings and cabling. The City's active tree maintenance program helps to prolong tree life expectancy and the beauty of our trees. These activities also help the City to meet the requirements for designation as a "Tree City USA".

Dept: Public Works
Div: Street Trees & Parkways

Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
001-346-0000-4101 SALARIES-PERMANENT EMPLOYEES	50,290	44,538	19,785	54,151	11,339	21%	22,401
001-346-0000-4103 WAGES-TEMPORARY & PART-TIME	-	1,265	-	-	-	#DIV/0!	-
001-346-0000-4105 OVERTIME	7,091	7,638	27,504	7,500	18,365	245%	-
001-346-0000-4120 O.A.S.D.I.	3,878	4,118	3,618	1,714	2,273	133%	1,714
001-346-0000-4126 HEALTH INSURANCE	1,677	7,451	1,892	3,574	1,707	48%	3,574
001-346-0000-4128 DENTAL INSURANCE	432	732	168	349	160	46%	349
001-346-0000-4129 RETIREE HEALTH SAVINGS	-	110	36	-	-	#DIV/0!	-
001-346-0000-4130 WORKER'S COMPENSATION INS.	4,169	4,340	6,601	2,355	3,758	160%	2,355
001-346-0000-4136 OPTICAL INSURANCE	99	149	54	82	41	50%	82
001-346-0000-4138 LIFE INSURANCE	27	27	24	27	14	50%	27
001-346-0000-4140 WELLNESS BENEFIT	-	51	-	-	-	#DIV/0!	-
Personnel Costs	67,660	70,419	59,682	69,752	37,655	54%	30,502
001-346-0000-4260 CONTRACTUAL SERVICES	12,777	190	95	5,500	-	0%	22,000
001-346-0000-4300 DEPARTMENT SUPPLIES	-	4,518	2,393	4,500	1,223	27%	-
001-346-0000-4310 EQUIPMENT AND SUPPLIES	4,276	1,260	990	-	-	0%	-
001-346-0000-4320 DEPARTMENT EQUIPMENT MAINT	-	-	3,172	-	-	0%	-
001-346-0000-4340 SMALL TOOLS	-	-	-	-	-	0%	-
001-346-0000-4390 VEHICLE ALLOW & MILEAGE	597	320	-	-	-	0%	-
001-346-0000-4430 ACTIVITIES AND PROGRAMS	-	-	-	-	-	0%	-
001-346-0301-4300 PW MAINT. & REPAIR SUPPLIES	249	-	-	-	-	0%	-
001-346-7510-4300 NORTH MACLAY STREETSCAPE	-	-	-	-	-	0%	-
Operations & Maintenance Costs	17,899	6,288	6,650	10,000	1,223	12%	22,000
001-346-0000-4706 LIABILITY CHARGE	4,391	5,589	1,751	704	352	50%	-
001-346-0320-4741 EQUIP MAINT CHARGE	27,688	28,783	44,702	48,649	24,324	50%	9,276
001-346-0000-4743 FACILITY MAINTENANCE CHARGE	6,308	7,954	8,491	4,822	2,411	50%	4,652
Internal Service Charges	38,387	42,326	54,944	54,175	27,087	50%	13,927
001-346-0000-4500 ****CAPITAL EXPENSES****	-	-	-	-	-	-	-
Capital Costs	-	-	-	-	-	-	-
Division Total	123,946	119,033	121,276	133,927	65,965	0	66,429



PUBLIC WORKS DEPARTMENT

TRAFFIC SIGNALS AND LIGHTING

DIVISION NO. 370

DIVISION OVERVIEW

The Traffic Signals/Lighting Division provides for the operation and maintenance of 44 traffic signal controlled intersections and 6 stop sign controlled intersections flashing beacons. The Division also oversees the routine scheduled maintenance to all street signs and off street parking controls. The focus of the Division is to conduct preventative maintenance, operational checks and inspections, to guarantee the safe flow of traffic and ensure the adequate safety and protection of pedestrians.

NOTE: Beginning in Fiscal Year 2015-2016, Traffic Safety - Division 370 and Traffic Signals - Division 371 were consolidated and included as Traffic Signals/Lighting – Division 370.

Dept: Public Works
Div: Traffic Signals

Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
001-371-0000-4300 DEPARTMENT SUPPLIES	-	-	-	-		#DIV/0!	
001-371-0000-4310 EQUIPMENT AND SUPPLIES	638	489	-	-		#DIV/0!	
001-371-0000-4360 PERSONNEL TRAINING	40	3,181	-	6,000	1,158	19%	6,000
001-371-0301-4300 PW MAINT. & REPAIR SUPPLIES	29,642	40,900	21,197	30,500	41	0%	30,500
001-371-0564-4300 STREET LIGHT KNOCKDOWNS	-	-	83,118	-	3,376	#DIV/0!	
Operations & Maintenance Costs	30,321	44,570	104,314	36,500	4,574	13%	36,500
001-371-0000-4500 ****CAPITAL EXPENSES****	-	-	-	-	-	#DIV/0!	
Capital Costs	-	-	-	-	-	#DIV/0!	-
Division Total	30,321	44,570	104,314	36,500	4,574	13%	36,500

PUBLIC WORKS:
INTERNAL SERVICE
AND
ENTERPRISE
FUNDS



INTERNAL SERVICE FUNDS

DESCRIPTION

Internal Service Funds are proprietary funds used to account for activities that provide goods and services to other funds or departments within the City on a cost reimbursement basis.

Enterprise Funds are proprietary funds used to account for services provided to the public on a user charge basis, similar to the operation of a commercial enterprise.

The following is a list of the Internal Service and Enterprise Funds included in this section:

FUND NUMBER	DESCRIPTION
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	<u>INTERNAL SERVICE FUNDS</u>
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006	Self-Insurance Fund (<i>See Finance Budget</i>)
041	Equipment Maintenance and Replacement Fund
043	Facility Maintenance Fund

	<u>ENTERPRISE FUNDS</u>
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070	Water Fund
072	Sanitary Sewer Fund
073	Refuse Fund (Inactive)
074	Compressed Natural Gas Fund

CITY OF SAN FERNANDO
ENTERPRISE FUNDS
SUMMARY OF REVENUES AND APPROPRIATIONS
FISCAL YEAR 2020-2021

Fund: Water Enterprise Fund

		Beginning Balance:			4,830,181	1,646,795
REVENUE		2017	2018	2019	2020	2021
	Account Number & Title	Actual	Actual	Actual	Adjusted	Proposed
3500-0000	INTEREST INCOME	27,517	56,069	93,927	15,000	15,000
3508-0000	NET INCR/DECR FAIR VAL INVEST.	(18,861)	-	78,972	-	-
3699-0000	MISCELLANEOUS REIMBURSE	23,663	(49,316)	-	-	-
3810-0000	SALE OF WATER	3,873,970	4,009,266	4,016,092	3,975,000	4,173,750
3820-0000	DELINQUENT PENALTIES	77,821	80,399	85,805	75,000	71,250
3830-0000	METER & FIRE SERVICE	126,138	126,863	132,457	120,000	150,000
3835-0000	WATER INSTALLATION CHARGE	99,133	69,437	106,676	50,000	50,000
3840-0000	CAPITAL FACILITY CHARGES	41,277	89,322	38,249	50,000	50,000
3885-0000	BACKFLOW PREVENTION FEE	15,681	15,679	30,514	12,000	12,000
3901-0000	MISCELLANEOUS REVENUE	16,235	14,238	16,513	-	-
3910-0000	SALE OF PROPERTY & EQUIPMENT	204	5,277	505	-	-
3945-0000	BOND/LOAN PROCEEDS	-	-	-	1,250,000	-
3950-0000	PROPERTY DAMAGE REIMBURSEMENT	-	809	-	-	-
3978-0000	TRANS FROM RETIREMENT TAX FUND	-	-	-	-	-
Total Revenue		4,282,778	4,418,045	4,599,711	5,547,000	4,522,000
APPROPRIATIONS		2017	2018	2019	2020	2021
	Account Number & Title	Actual	Actual	Actual	Adjusted	Proposed
070-110	Water Attorney	1,000	3,140	600	-	1,000
070-180	Water Retirement	88,771	227,293	390,985	225,000	410,000
070-381	Water Administration	2,266,059	2,118,346	2,000	2,515,147	2,321,958
070-382	Utility Billing	185,215	210,162	242,630	264,439	266,716
070-383	Water Distribution	96,220	93,160	87,702	128,500	115,650
070-384	Water Production	437,856	417,740	646,847	665,950	445,965
070-385	Water Capital Projects	706,878	667,545	780,115	4,931,350	1,046,000
Total Appropriations		3,781,999	3,737,386	2,150,877	8,730,386	4,607,289
ANNUAL SURPLUS/DEFICIT		500,779	680,659	2,448,834	(3,183,386)	(85,289)
Ending Balance:					1,646,795	1,561,506

**CITY OF SAN FERNANDO
ENTERPRISE FUNDS
SUMMARY OF REVENUES AND APPROPRIATIONS
FISCAL YEAR 2020-2021**

Fund: Sewer Enterprise Fund

		Beginning Balance:			5,035,397	2,098,836
REVENUE		2017	2018	2019	2020	2021
	Account Number & Title	Actual	Actual	Actual	Adjusted	Proposed
3500-0000	INTEREST INCOME	48,801	70,418	97,786	-	15,000
3508-0000	NET INCR/DECR FAIR VAL INVEST.	(26,738)	(37,682)	67,674	-	-
3745-0000	SEWER SERVICE CHARGES	3,274,543	3,322,538	3,324,288	3,300,000	3,465,000
3810-0000	SEWER COLLECTIONS-MO. BILLS	-	-	-	-	-
3820-0000	DELINQUENT PENALTIES	41,594	39,423	41,413	40,000	38,000
3821-0000	INDUSTRIAL WASTE PERMITS	34,013	41,499	40,772	30,000	30,000
3840-0000	CAPITAL FACILITY CHARGES	17,922	30,008	44,963	30,000	30,000
3885-0000	BACKFLOW PREVENTION FEE	-	1,634	(1,634)	-	-
3970-0000	TRANS FROM GENERAL FUND	-	-	-	37,500	-
3978-0000	TRANS FROM RETIREMENT TAX FUND	-	-	-	-	-
Total Revenue		3,390,135	3,467,837	3,615,261	3,437,500	3,578,000
APPROPRIATIONS		2017	2018	2019	2020	2021
	Account Number & Title	Actual	Actual	Actual	Adjusted	Proposed
072-360	Sewer Maintenance	2,591,398	3,289,015	2,703,537	3,022,957	3,200,339
072-365	Sewer Capital	1,090,071	1,411,518	1,032,304	3,351,104	1,178,300
Total Appropriations		3,681,469	4,700,533	3,735,841	6,374,061	4,378,639
ANNUAL SURPLUS/DEFICIT		(291,334)	(1,232,695)	(120,579)	(2,936,561)	(800,639)
		Ending Balance:			2,098,836	1,298,197

**CITY OF SAN FERNANDO
ENTERPRISE FUNDS
SUMMARY OF REVENUES AND APPROPRIATIONS
FISCAL YEAR 2020-2021**

Fund: Refuse Fund

		Beginning Balance:			59,084	59,084
REVENUE		2017	2018	2019	2020	2021
	Account Number & Title	Actual	Actual	Actual	Adjusted	Proposed
3500-0000	INTEREST INCOME	336	293	663	-	-
3508-0000	NET INCR/DECR FAIR VAL INVEST.	(266)	(273)	475	-	-
3682-0350	BEV CNTNR & LTTR REDUCTION	12,984	6,394	6,416	-	-
3755-0000	REFUSE COLLECTION FEES	-	-	-	-	-
3760-0000	RECYCLING PROGRAM FEES	-	-	-	-	-
3820-0000	DELINQUENT PENALTIES	-	-	-	-	-
3901-0000	MISCELLANEOUS REVENUE	-	-	-	-	-
3956-0000	LIQUIDATED DAMAGES	-	10,600	-	-	-
3970-0000	TRANS FROM GENERAL FUND	-	-	-	-	-
3978-0000	TRANS FROM RETIREMENT TAX FUND	-	-	-	-	-
Total Revenue		13,054	17,014	7,554	-	-
APPROPRIATIONS		2017	2018	2019	2020	2021
	Account Number & Title	Actual	Actual	Actual	Adjusted	Proposed
073-350	REFUSE	92,446	5,897	598	-	-
Total Appropriations		92,446	5,897	598	-	-
ANNUAL SURPLUS/DEFICIT		(79,392)	11,117	6,956	-	-
Ending Balance:					59,084	59,084

Fund: Compressed Natural Gas Fund

		Beginning Balance:			82,256	64,912
REVENUE		2017	2018	2019	2020	2021
	Account Number & Title	Actual	Actual	Actual	Adjusted	Proposed
3500-0000	INTEREST INCOME	-	-	1,222	-	-
3901-0000	MISCELLANEOUS REVENUE	-	-	-	-	-
3500-0000	INTEREST INCOME	18	493	824	-	-
3508-0000	NET INCR/DECR FAIR VAL INVEST.	(18)	(518)	-	-	-
3735-3661	CNG FUELING STATION	-	56,780	111,356	140,000	140,000
3907-0000	REFUND OF EXCISE TAXES	-	11,686	5,999	-	-
3987-0000	TRANS FROM EQUIP REPL FUND	17,593	-	-	-	-
Total Revenue		17,593	68,441	119,402	140,000	140,000
APPROPRIATIONS		2017	2018	2019	2020	2021
	Account Number & Title	Actual	Actual	Actual	Adjusted	Proposed
074-320	CNG VEHICLE MAINTENANCE	67,513	42,824	80,355	157,344	115,765
Total Appropriations		67,513	42,824	80,355	157,344	115,765
ANNUAL SURPLUS/DEFICIT		(49,920)	25,617	39,047	(17,344)	24,235
Ending Balance:					64,912	89,147



INTERNAL SERVICE FUNDS

EQUIPMENT MAINTENANCE AND REPLACEMENT FUND

FUND NO. 041

FUND OVERVIEW

The Equipment Maintenance and Replacement Fund is an internal service fund that is used to account for the costs associated with maintaining City vehicles as well as set aside funds to replace existing vehicles once their useful life has been reached. Costs for the Fund are charged to City divisions that use vehicles as part of their operations through two charges: 1) equipment maintenance charge, which accounts for labor, parts, and fuel for each vehicle, and 2) equipment replacement charge, which is an annual charge equal to the replacement value divided by the useful life of the vehicle.

The Equipment Maintenance Division, which is funded through the Equipment Maintenance Fund, maintains and repairs all City vehicles. The Division is responsible for maintaining an inventory of parts and materials required for vehicles and equipment maintenance, such as tires, oils filters, brakes, hoses, lights, and cleaning supplies.

A primary goal of the Division is the Preventative Maintenance Program (PMP), which lowers costs by identifying smaller repairs before they become larger and more expensive. This reduces emergency repairs, equipment downtime and increases fuel economy.

Through the PMP, the Division maintains and repairs: 31 police vehicles, 6 mid-duty trucks, 28 light-duty trucks, 9 heavy-duty pieces of equipment, 11 compressed natural gas (CNG) fueled vehicles, 2 electric vehicles, 28 small pieces of equipment, 4 portable emergency generators, and 2 fixed site emergency generators.

MAJOR PROJECTS/PROGRAMS

- Replace vehicles based on designated replacement schedule.
- Build reserve for future vehicle replacements.

Dept: Public Works

Div: Equipment/Vehicle Maintenance

Beginning Fund Balance:		142,543	290,515	577,681	728,943			844,789
REVENUES	Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
3500-0000	INTEREST INCOME			13,240	-	(1,096)	0%	
3735-3661	CNG FUELING STATION	111,584	-	-	-	-	0%	
3907-0000	REFUND OF EXCISE TAXES	9,226	-	-	-	-	0%	
3910-0000	SALE OF PROPERTY & EQUIPMENT	3,414	4,038	23,620	-	-	0%	
3941-0152	EQUIP REPLACEMENT REIMB	-	-	4,375	4,375	2,187	50%	4,375
3941-0224	EQUIP REPLACEMENT REIMB	10,000	10,000	10,000	15,000	7,500	50%	15,000
3941-0225	ANNUAL EQUIP REPLACE REIM	49,000	70,250	78,250	58,250	29,125	50%	58,250
3941-0311	ANNUAL EQUIP REPLACE REIM	6,000	7,644	9,800	16,200	8,100	50%	16,200
3941-0360	ANNUAL EQUIP REPLACE REIM	-	3,000	11,250	11,250	5,625	50%	11,250
3941-0370	ANNUAL EQUIP REPLACEMENT REIMB	-	-	4,800	4,800	2,400	50%	4,800
3941-0381	ANNUAL EQUIP REPLACEMENT REIMB	18,083	28,283	23,283	30,183	15,091	50%	30,183
3941-0390	EQUIP REPLACE REIMB-FCLTY MNGE	1,000	1,000	5,500	5,500	2,749	50%	5,500
3941-0420	EQUIP REPLACE REIMB-RECREATION	3,000	11,250	-	-	-	0%	-
3950-0000	PROPERTY DAMAGE REIMBURSEMENT	11,189	40,510	69,579	-	-	0%	-
3970-0000	TRANSFER FROM GENERAL FUND	40,000	130,000	40,000	153,500	153,500	100%	-
3952-0000	EQUIPMENT MAINTENANCE CHARGE	539,581	693,790	650,465	720,259	360,130	50%	683,919
Total Revenue		802,077	999,765	944,162	1,019,317	585,311	57%	829,477

APPROPRIATIONS	Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
041-320-0000-4101	SALARIES-PERMANENT EMPLOYEES	146,581	195,332	202,596	204,166	97,635	48%	204,166
041-320-0000-4105	OVERTIME	849	3,575	3,827	2,500	2,568	103%	2,500
041-320-0000-4120	O.A.S.D.I.	11,148	15,216	15,791	15,619	7,665	49%	15,619
041-320-0000-4124	RETIREMENT	-	-	-	47,848	22,946	48%	47,848
041-320-0000-4126	HEALTH INSURANCE	39,225	54,176	51,320	50,371	25,024	50%	50,371
041-320-0000-4128	DENTAL INSURANCE	4,592	5,880	5,152	4,899	2,420	49%	4,899
041-320-0000-4130	WORKER'S COMPENSATION INS.	20,958	26,179	27,111	27,372	13,283	49%	27,372
041-320-0000-4136	OPTICAL INSURANCE	868	1,060	1,060	1,041	421	40%	1,041
041-320-0000-4138	LIFE INSURANCE	204	204	259	243	122	50%	243
041-320-3661-4105	OVERTIME	620	120	90	-	-	0%	-
041-320-3661-4120	CNG FUELING STATION	47	9	7	-	-	0%	-
041-320-3661-4130	CNG FUELING STATION	88	17	13	-	-	-	-
Personnel Costs		225,181	301,768	307,226	354,059	172,084	49%	354,059
041-320-0000-4220	TELEPHONE	312	259	260	-	121	0%	260
041-320-0000-4260	CONTRACTUAL SERVICES	2,171	6,361	3,216	10,000	730	7%	7,500
041-320-0000-4300	DEPARTMENT SUPPLIES	4,362	3,186	1,766	4,000	1,964	49%	3,600
041-320-0000-4310	EQUIPMENT AND SUPPLIES	2,718	4,236	5,262	5,000	568	11%	4,500
041-320-0000-4320	DEPARTMENT EQUIPMENT MAINT	1,528	3,018	2,017	6,000	1,041	17%	5,400
041-320-0000-4340	SMALL TOOLS	1,924	2,733	2,775	2,500	1,036	41%	2,250
041-320-0000-4360	PERSONNEL TRAINING	163	157	-	1,050	-	0%	945
041-320-0000-4400	VEHICLE MAINT	-	1,183	-	31,071	-	0%	-
041-320-0000-4402	FUEL	-	-	17,121	140,000	-	0%	140,000
041-320-0000-4450	OTHER EXPENSE	2,595	2,168	3,314	6,450	1,140	18%	3,000
041-320-0152-4400	COMMUNITY PRESERVATION	2,474	4,506	3,338	1,500	324	22%	1,500
041-320-0152-4402	FUEL	4,666	4,911	4,801	-	1,503	0%	-
041-320-0152-4450	COMMUNITY PRESERVATION	-	-	-	-	-	0%	-
041-320-0221-4400	VEHICLE OPERATION & MAINT	1,120	1,773	1,359	500	1,255	251%	500
041-320-0221-4402	FUEL	2,131	2,289	2,246	-	815	0%	-
041-320-0221-4450	OTHER EXPENSE	-	-	-	-	-	-	-

Dept: Public Works
Div: Equipment/Vehicle Maintenance

APPROPRIATIONS (Continued)		2017	2018	2019	2020	As of	2020	2021
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
041-320-0222-4400	VEHICLE OPERATION & MAINT	5,085	2,106	2,019	1,000	248	25%	1,000
041-320-0222-4402	FUEL	2,022	1,825	2,144	-	958	0%	-
041-320-0224-4400	VEHICLE OPERATION & MAINT	8,039	8,972	6,762	5,000	1,780	36%	5,000
041-320-0224-4402	FUEL	7,568	9,591	7,997	-	4,022	0%	-
041-320-0224-4450	OTHER EXPENSE	-	-	-	-	-	0%	-
041-320-0225-4400	VEHICLE OPERATION & MAINT	57,808	33,259	56,986	10,000	7,290	73%	10,000
041-320-0225-4402	FUEL	40,129	43,478	56,570	-	30,625	0%	-
041-320-0225-4450	OTHER EXPENSE	-	-	-	-	-	0%	-
041-320-0226-4400	VEHICLE OPERATION & MAINT	1,806	198	-	-	-	0%	-
041-320-0226-4402	FUEL	60	118	111	-	93	0%	-
041-320-0226-4450	OTHER EXPENSE	-	-	-	-	-	0%	-
041-320-0228-4400	VEHICLE OPERATION & MAINT	3,415	4,064	13,583	14,750	-	0%	14,750
041-320-0228-4402	FUEL	6,417	7,995	6,787	-	3,054	0%	-
041-320-0311-4400	VEHICLE OPERATION & MAINT	18,267	14,164	22,851	20,000	1,569	8%	8,000
041-320-0311-4402	FUEL	9,732	7,807	11,109	-	4,721	0%	-
041-320-0311-4450	STREET MAINTENANCE	-	-	-	-	-	0%	-
041-320-0312-4400	VEHICLE OPERATION & MAINT	-	-	-	-	-	0%	-
041-320-0312-4402	FUEL	200	744	510	-	1,253	0%	-
041-320-0320-4400	VEHICLE OPERATION & MAINT	452	2,552	2,850	1,500	1,095	73%	1,500
041-320-0320-4402	FUEL	1,509	1,765	1,948	-	1,001	0%	-
041-320-0346-4400	VEHICLE OPERATION & MAINT	-	384	310	-	59	0%	-
041-320-0346-4402	FUEL	935	616	881	-	368	0%	-
041-320-0370-4400	VEHICLE OPERATION & MAINT	2,071	822	38,033	10,679	6,983	65%	22,679
041-320-0370-4402	FUEL	4,415	7,223	8,972	-	5,005	0%	-
041-320-0371-4400	VEHICLE OPERATION & MAINT	2,125	-	-	-	-	0%	-
041-320-0371-4402	FUEL	1,845	8	-	-	-	0%	-
041-320-0371-4450	OTHER EXPENSE	-	-	-	-	-	0%	-
041-320-0390-4400	VEHICLE OPERATION & MAINT	9,487	14,450	14,367	3,500	8,025	229%	3,500
041-320-0390-4402	FUEL	13,498	14,997	16,460	-	7,284	0%	-
041-320-0420-4400	RECREATION DEPT	1,549	1,639	468	500	2,513	503%	500
041-320-0420-4402	FUEL	106	137	119	-	137	0%	-
041-320-3661-4210	CNG FUELING STATION	16,616	-	-	-	-	0%	-
041-320-3661-4220	CNG FUELING STATION	561	-	-	-	-	0%	-
041-320-3661-4260	CNG FUELING STATION	1,237	-	-	-	-	0%	-
041-320-3661-4300	CNG FUELING STATION	-	-	-	-	-	0%	-
041-320-3661-4400	CNG FUELING STATION	19,469	-	-	-	-	0%	-
041-320-3661-4402	FUEL	40,752	-	195	-	-	0%	-
041-320-3661-4430	ACTIVITIES AND PROGRAMS	-	-	-	-	-	0%	-
041-320-3661-4435	BANK CHARGES	7,446	-	-	-	-	0%	-
041-320-3661-4450	OTHER EXPENSE	2,533	-	-	-	-	0%	-
041-190-0000-4457	EXCISE TAX RETURN	50	736	78	-	-	0%	-
041-320-3661-4457	EXCISE TAX RETURN	4,620	-	-	-	-	-	-
Operations & Maintenance Costs		317,990	216,430	319,583	275,000	98,580	36%	236,384

Dept: Public Works
Div: Equipment/Vehicle Maintenance

APPROPRIATIONS (Continued)		2017	2018	2019	2020	As of	2020	2021
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
041-320-0000-4706	LIABILITY CHARGE	18,738	20,175	17,559	6,562	3,281	50%	-
041-320-0320-4741	EQUIP MAINT CHARGE	19,865	20,320	26,821	29,189	14,595	50%	27,827
041-320-0000-4741	EQUIP REPLACEMENT CHARGE	-	-	-	-	-	0%	-
041-320-0000-4743	FACILITY MAINTENANCE CHARGE	24,261	33,547	36,000	43,400	21,700	50%	43,400
Internal Service Charges		62,864	74,042	80,380	79,151	39,576	50%	71,227
041-224-0000-4500	****CAPITAL EXPENSES****				40,000	29,594	74.0%	-
041-225-0000-4500	****CAPITAL EXPENSES****	30,477	120,359	35,712	12,512	7,280	58.2%	-
041-230-0000-4500	****CAPITAL EXPENSES****				30,000		0.0%	-
041-320-3661-4500	****CAPITAL EXPENSES****	-	-	-	-	-	0.0%	-
041-320-3661-4600	CAPITAL PROJECTS	-	-	-	-	-	0.0%	-
041-346-0000-4500	****CAPITAL EXPENSES****	-	-	50,000		-	0.0%	-
041-370-0000-4500	****CAPITAL EXPENSES****				106,949	-	0.0%	-
041-390-0000-4500	CAPITAL EQUIPMENT	-	-	-	5,800	-	-	-
Capital Projects		30,477	120,359	85,712	195,261	36,874	19%	-
041-320-3661-4974	TRANSFER TO CNG FUND	17,593	-	-	-	-	-	-
Transfers		17,593	-	-	-	-	-	-
Total Appropriations		654,106	712,599	792,900	903,471	347,114	38%	661,670
ANNUAL SURPLUS/DEFICIT		147,972	287,166	151,262	115,846	238,197		167,808
Ending Balance:		290,515	577,681	728,943	844,789			1,012,596

NOTES: This Division was converted to an Internal Service Fund in FY 2015-2016.
Compressed Natural Gas (CNG) has been moved to the Enterprise Funds (074) in FY 2017-2018.
The adjustment to fund balance in FY 2016-2017 is necessary to move CNG related fund balance to Fund 074.



INTERNAL SERVICE FUNDS

FACILITY MAINTENANCE FUND

FUND NO. 043

FUND OVERVIEW

The Facility Maintenance Fund is an internal service fund that is used to account for the costs associated with maintaining City facilities. Costs for the Fund are charged to each City Division through a facilities maintenance charge, which is calculated based on each division's proportionate share of payroll.

The Facilities Maintenance Division, which is funded through the Facility Maintenance Fund, provides maintenance of all City facilities, including: City Hall, City Yard, Police Station, Park buildings and related grounds. The Division maintains a total of 110,715 square feet of building space, and over 45 acres of parks and city owned public right of way.

MAJOR PROJECTS/PROGRAMS

- Manage Energy Efficiency Resources Audit Project through full implementation.
- Manage and oversee janitorial services contract for all City owned buildings.
- In concert with the Recreation and Community Services Department, develop a capital improvement plan and funding strategy for City facilities.

Dept: Public Works

Div: Facilities Management

Beginning Fund Balance:		(71,763)	31,966	159,281	49,328			(148,739)
REVENUES		2017	2018	2019	2020	As of	2020	2021
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
3500-0000	INTEREST INCOME	-		5,235		(606)	0%	
3737-0000	EV CHARGING STATIONS	-		600		684	0%	
3953-0000	FACILITY MAINTENANCE CHARGE	1,074,749	1,360,057	1,420,074	1,747,000	833,502	48%	1,609,720
Total Revenue		1,074,749	1,360,057	1,425,909	1,747,000	834,186	48%	1,609,720
APPROPRIATIONS		2017	2018	2019	2020	As of	2020	2021
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
043-390-0000-4101	SALARIES-PERMANENT EMPLOYEES	193,064	282,196	379,421	444,555	200,210	45%	444,555
043-390-0000-4103	WAGES-TEMPORARY & PART-TIME	-	-	31,959	-	7,709	0%	
043-390-0000-4105	OVERTIME	4,361	6,391	12,370	5,000	7,580	152%	
043-390-0000-4120	O.A.S.D.I.	14,957	22,078	32,418	34,008	1,645	5%	34,008
043-390-0000-4124	RETIREMENT	-	-	-	78,807	37,501	48%	78,807
043-390-0000-4126	HEALTH INSURANCE	64,001	79,868	99,051	112,366	54,432	48%	112,366
043-390-0000-4128	DENTAL INSURANCE	7,104	7,144	8,171	8,278	4,544	55%	8,278
043-390-0000-4129	RETIREE HEALTH SAVINGS	552	600	2,903	2,400	2,148	90%	2,400
043-390-0000-4130	WORKER'S COMPENSATION INS.	27,727	38,981	57,370	60,725	29,387	48%	60,725
043-390-0000-4136	OPTICAL INSURANCE	1,478	1,661	2,046	2,065	10,032	486%	2,065
043-390-0000-4138	LIFE INSURANCE	544	510	668	702	329	47%	702
Personnel Costs		313,788	439,429	626,376	748,906	355,517	47%	743,906
043-390-0000-4210	UTILITIES	257,018	274,540	460,833	390,000	175,170	45%	460,000
043-390-0000-4220	TELEPHONE	312	259	260	300	121	40%	270
043-390-0000-4250	RENTS AND LEASES	1,609	157	481	4,000	-	0%	3,600
043-390-0000-4260	CONTRACTUAL SERVICES	196,388	207,573	219,669	267,000	114,196	43%	240,300
043-390-0000-4290	OFFICE EQUIPMENT MAINTENANCE	-	-	-	200	-	0%	180
043-390-0000-4300	DEPARTMENT SUPPLIES	54,543	61,697	62,626	56,000	20,120	36%	50,400
043-390-0000-4310	EQUIPMENT AND SUPPLIES	4,853	4,222	4,142	5,000	2,120	42%	4,500
043-390-0000-4330	BLDG MAINT & REPAIRS	29,020	63,184	37,479	44,000	18,547	42%	39,600
043-390-0000-4340	SMALL TOOLS	3,035	9,268	3,168	3,000	269	9%	2,700
043-390-0000-4360	PERSONNEL TRAINING	600	1,052	650	8,000	465	6%	7,200
043-390-0000-4450	ACTIVITIES AND PROGRAMS	3,060	3,100	-	3,000	-	0%	2,700
043-390-7500-4450	ACTIVITIES AND PROGRAMS	-	-	-	-	-		-
Operations & Maintenance Costs		550,438	625,052	789,309	780,500	331,008	42%	811,450
043-390-0000-4706	LIABILITY CHARGE	31,069	36,515	34,214	13,879	6,939	50%	-
043-390-0320-4741	EQUIP MAINT CHARGE	74,725	81,089	80,463	87,568	43,783	50%	83,480
043-390-0000-4741	EQUIP REPLACEMENT CHARGE	1,000	1,000	5,500	5,500	2,749	50%	5,500
Internal Service Charges		106,794	118,604	120,177	106,947	53,471	50%	88,980
043-390-0000-4500	****CAPITAL EXPENSES****	-	49,657	-	228,714	20,318	9%	-
043-390-0000-4600	****CAPITAL PROJECTS****				80,000		0%	
Capital Costs		-	49,657	-	308,714	20,318	9%	-
Total Appropriations		971,020	1,232,742	1,535,862	1,945,067	760,314	39%	1,644,336
ANNUAL SURPLUS/DEFICIT		103,729	127,315	(109,953)	(198,067)	(34,616)		
Ending Balance:		31,966	159,281	49,328	(148,739)	(183,355)		

NOTE: This Division was converted to an Internal Service Fund in FY 2015-2016



ENTERPRISE FUNDS

WATER FUND - RETIREMENT COSTS

DIVISION NO. 180

DIVISION OVERVIEW

The Retirement Costs Division accounts for payments for retirement related costs made primarily for healthcare premiums for eligible retired employees and payments to the City's membership in the Public Employees Retirement System (PERS) in excess of the City's special tax, if any.

Dept: Public Works/Water Fund
Div: Water Retirement

Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
070-180-0000-4123 OPEB EXPENSE GASB 75	-	22,466	85,213	25,000	-	-	85,000
070-180-0000-4124 RETIREMENT	227,441	225,699	246,063	125,000	-	-	250,000
070-180-0000-4125 PENSION EXPENSE-GSAB 68	(194,232)	(88,035)	(4,237)	-	-	-	-
070-180-0000-4127 RETIRED EMP. HEALTH INS.	55,562	67,163	63,945	75,000	30,425	40.57%	75,000
Personnel Costs	88,771	227,293	390,985	225,000	30,425	13.52%	410,000
Division Total	88,771	227,293	390,985	225,000	30,425	13.52%	410,000

Dept: Public Works/Water Fund
Div: Water Attorney Services

Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
070-110-0000-4270 PROFESSIONAL SERVICES	1,000	3140	600	-	9,137	-	1,000
Operations & Maintenance Costs	1,000	3,140	600	-	9,137	-	1,000
Division Total	1,000	3,140	600	-			1,000



ENTERPRISE FUNDS

WATER FUND – ADMINISTRATION

FUND NO. 70-381

DIVISION OVERVIEW

The Water Administration Division is responsible for all aspects of the Water Department overseeing production, procurement, distribution, and conservation of safe portable water for the City's residential and business community.

MAJOR PROJECTS/PROGRAMS

- Conduct needs assessment, master plan of system upgrades, cost of services analysis and rate study in order to determine appropriate system user fee charges.
- Perform AWWA Water Audit per California Code of Regulations, Title 23, Division 2, Chapter 7
- Evaluate and coordinate grant applications to improve system infrastructure.

Dept: Public Works/Water Fund
Div: Water Administration

Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
070-381-0000-4101 SALARIES-PERMANENT EMPLOYEES	739,228	568,694	594,495	672,495	256,333	38%	667,994
070-381-0000-4103 WAGES-TEMPORARY & PART-TIME	14,763	11,931	8,618	-	4,370		
070-381-0000-4105 OVERTIME	66,435	65,413	89,146	50,000	36,131	72%	
070-381-0000-4120 O.A.S.D.I.	61,626	48,975	52,556	50,182	22,708	45%	50,182
070-381-0000-4124 RETIREMENT	135,644	108,744	111,973	126,804	46,914	37%	126,804
070-381-0000-4126 HEALTH INSURANCE	152,798	136,723	139,764	170,547	72,307	42%	170,547
070-381-0000-4128 DENTAL INSURANCE	11,457	10,373	9,560	8,290	4,834	58%	8,290
070-381-0000-4129 RETIREE HEALTH SAVINGS	-	137	1,840	1,500	1,789	119%	1,500
070-381-0000-4130 WORKER'S COMPENSATION INS.	94,600	75,955	79,277	78,494	36,853	47%	78,494
070-381-0000-4133 COMPENSATED ABSENCES	-	136,791	12,064	78,494	-	0%	-
070-381-0000-4134 LONG TERM DISABILITY INSURANCE	1,619	907	529	474	80	17%	474
070-381-0000-4136 OPTICAL INSURANCE	3,009	2,679	2,608	2,487	1,371	55%	2,487
070-381-0000-4138 LIFE INSURANCE	1,267	1,182	885	833	382	46%	833
070-381-0000-4140 WELLNESS BENEFIT	-	63	114	150	-	0%	150
Personnel Costs	1,282,446	1,168,568	1,103,429	1,240,750	484,072	39%	1,107,754
070-381-0000-4210 UTILITIES	110	165	320	-	15	#DIV/O!	-
070-381-0000-4260 CONTRACTUAL SERVICES	10,888	5,449	11,031	48,895	10,714	22%	44,006
070-381-0000-4270 PROFESSIONAL SERVICES	42,070	30,884	44,806	95,000	1,563	2%	85,500
070-381-0000-4290 OFFICE EQUIPMENT MAINTENANCE	1,610	608	117	26,580	277	1%	23,922
070-381-0000-4300 DEPARTMENT SUPPLIES	3,342	3,970	1,654	5,600	2,411	43%	5,040
070-381-0000-4320 DEPARTMENT EQUIPMENT MAINT	2,931	1,222	867	13,954	883	6%	12,559
070-381-0000-4325 UNIFORM ALLOWANCE	-	-	-	200	-	0%	180
070-381-0000-4360 PERSONNEL TRAINING	690	521	318	3,000	955	32%	2,700
070-381-0000-4370 MEETINGS, MEMBERSHIPS & TRAVE	520	450	822	1,000	277	28%	900
070-381-0000-4380 SUBSCRIPTIONS DUES & MMBRSHIP	568	849	603	2,450	160	7%	2,205
070-381-0000-4390 VEHICLE ALLOW & MILEAGE	1,142	400	868	1,900	-	0%	1,710
070-381-0000-4400 VEHICLE OPERATION & MAINT	340	27	955	750	-	0%	675
070-381-0000-4402 FUEL	309	724	641	500	105	21%	450
070-381-0000-4405 INTEREST EXPENSE	10,365	15,703	22,325	131,300	-	0%	118,170
070-381-0000-4430 ACTIVITIES AND PROGRAMS	8,355	7,929	8,356	7,000	-	0%	6,300
070-381-0000-4450 OTHER EXPENSE	43,061	17,939	43,733	46,400	26,606	57%	46,400
070-381-0000-4480 COST ALLOCATION	455,902	456,469	463,939	511,160	255,580	50%	520,072
070-381-0450-4260 CONTRACTUAL SERVICES	-	-	-	6,453	-	0%	-
070-381-0450-4300 DEPARTMENT SUPPLIES	50	-	-	-	-	#DIV/O!	-
Operations & Maintenance Costs	582,253	543,308	601,354	902,142	299,546	0	870,788
070-381-0000-4706 LIABILITY CHARGE	89,421	75,439	60,540	19,106	9,553	50%	
070-381-0320-4741 EQUIP MAINT CHARGE	18,073	68,332	66,701	82,040	41,020	50%	76,134
070-381-0000-4741 EQUIP REPLACEMENT CHARGE	66,149	28,283	23,283	30,183	15,091	50%	30,183
070-381-0000-4743 FACILITY MAINTENANCE CHARGE	107,717	114,416	122,144	108,492	54,246	50%	104,664
Internal Service Charges	281,360	286,470	272,668	239,821	119,910		210,982
070-381-0000-4901 TRANSFER TO GENERAL FUND	60,000	60,000	60,000	60,000	30,000	50%	60,000
070-381-0000-4918 TRANSFER TO RETIREMENT FUND	-	-	-	12,434	-	0%	12,434
070-381-0000-4906 TRANSFER TO SELF-INSURANCE FND	60,000	60,000	60,000	60,000	30,000	50%	60,000
Transfers	120,000	120,000	120,000	132,434	60,000	45%	132,434
Division Total	2,266,059	2,118,346	2,097,450	2,515,147	963,528	38%	2,321,958



ENTERPRISE FUNDS

WATER FUND - UTILITY BILLING

FUND NO. 70-382

DIVISION OVERVIEW

The Utility Billing Division provides customer service and utility billing for water, sewer, fire service, and hydrants on private property. Meters are read and customers are billed every two months. Water meters are read using an automated system including a hand-held meter reader, computer, and software interfaced with our computer system.

The Division also prepares notices for delinquent accounts. Accounts not paid in the month in which the bills are issued become delinquent. Staff prepares and mails a second bill to overdue accounts with notification of turn-off policies if charges are not paid in full by the third week of the month in which they became delinquent. Approximately three working days before a scheduled turn-off date, a final notice is delivered by messenger to every unit on the premises.

Dept: Public Works/Water Fund
Div: Utility Billing

Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
070-382-0000-4101 SALARIES-PERMANENT EMPLOYEES	82,749	85,298	107,421	108,095	53,162	49%	110,728
070-382-0000-4103 WAGES-TEMPORARY & PART-TIME	3,219	3,138	-	-	-	0%	
070-382-0000-4105 OVERTIME	2,431	168	675	-	58	0%	
070-382-0000-4120 O.A.S.D.I.	7,473	6,776	8,270	8,164	4,071	50%	8,342
070-382-0000-4124 RETIREMENT	16,231	17,797	22,531	23,399	10,944	47%	24,835
070-382-0000-4126 HEALTH INSURANCE	22,762	23,090	28,634	29,895	14,517	49%	33,363
070-382-0000-4128 DENTAL INSURANCE	2,384	2,582	3,010	2,475	1,504	61%	2,475
070-382-0000-4130 WORKER'S COMPENSATION INS.	1,663	1,389	1,691	1,684	825	49%	1,723
070-382-0000-4134 LONG TERM DISABILITY INSURANCE	-	-	136	163	83	51%	167
070-382-0000-4136 OPTICAL INSURANCE	458	480	557	460	278	60%	460
070-382-0000-4138 LIFE INSURANCE	-	-	138	158	78	0	113
Personnel Costs	139,370	140,718	173,062	174,493	85,520	49.01%	182,204
070-382-0000-4260 CONTRACTUAL SERVICES	-	8,037	8,306	25,000	2,554	10.22%	22,500
070-382-0000-4270 PROFESSIONAL SERVICES	1,312	1,750	-	-	-		
070-382-0000-4280 OFFICE SUPPLIES	-	-	-	5,000	-	0.00%	4,500
070-382-0000-4300 DEPARTMENT SUPPLIES	14,632	17,254	13,995	15,000	8,988	59.92%	13,500
070-382-0000-4320 DEPARTMENT EQUIPMENT MAINT	1,852	1,302	1,548	5,000	-	0.00%	4,500
070-382-0000-4390 VEHICLE ALLOW & MILEAGE	60	-	-	-	-	0.00%	-
070-382-0000-4400 VEHICLE OPERATION & MAINT	1,066	4,828	8,006	2,000	227	11.35%	1,800
070-382-0000-4402 FUEL	1,901	2,121	2,958	3,000	3,586	119.53%	2,700
070-382-0000-4455 BAD DEBTS EXPENSE	258	5,395	4,003	-	-	0.00%	4,000
Operations & Maintenance Costs	21,081	40,687	38,816	55,000	15,355	27.92%	53,500
070-382-0000-4706 LIABILITY CHARGE	9,237	9,178	9,850	2,800	1,399	49.96%	
070-382-0000-4743 FACILITY MAINTENANCE CHARGE	15,527	19,579	20,902	32,146	16,072	50.00%	31,012
Internal Service Charges	24,764	28,757	30,752	34,946	17,471	49.99%	31,012
Division Total	185,215	210,162	242,630	264,439	118,346	44.75%	266,716



ENTERPRISE FUNDS

WATER FUND – DISTRIBUTION

FUND NO. 70-383

DIVISION OVERVIEW

The Water Distribution Division is responsible for providing water services to all City residents and businesses in sufficient quantities to meet domestic and fire service demands. This includes maintenance of approximately 66.5 miles of water mains, 5,157 water services and 548 fire hydrants. The Division is also responsible for installing new domestic services and new fire protection services ordered by customers.

MAJOR PROJECTS/PROGRAMS

- Repair leaks on water mains
- Replace water service for leaks
- Repair fire hydrants due to traffic accidents
- Test backflow devices (City's backflow program)

Dept: Public Works/Water Fund
Div: Water Distribution

Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
070-383-0000-4101 SALARIES-PERMANENT EMPLOYEES	-	-	78	-	-	-	-
070-383-0000-4105 OVERTIME	-	-	142	-	-	-	-
070-383-0000-4112 TEMP. NON-EMPLOYEE WAGES	-	-	-	-	-	-	-
070-383-0000-4120 O.A.S.D.I.	-	-	17	-	-	-	-
070-383-0000-4124 RETIREMENT	-	-	-	-	-	-	-
070-383-0000-4126 HEALTH INSURANCE	-	-	-	-	-	-	-
070-383-0000-4127 RETIRED EMP. HEALTH INS.	-	-	-	-	-	-	-
070-383-0000-4128 DENTAL INSURANCE	-	-	-	-	-	-	-
070-383-0000-4130 WORKER'S COMPENSATION INS.	-	-	13	-	-	-	-
Personnel Costs	-	-	251	-	-	-	-
070-383-0000-4260 CONTRACTUAL SERVICES	11,040	7,449	5,676	12,100	4,063	33.58%	10,890
070-383-0000-4270 PROFESSIONAL SERVICES	-	610	3,381	3,000	2,200	73.33%	2,700
070-383-0000-4300 DEPARTMENT SUPPLIES	2,574	4,259	5,004	2,500	639	25.56%	2,250
070-383-0000-4310 EQUIPMENT AND SUPPLIES	3,663	19,522	13,277	15,400	6,412	41.64%	13,860
070-383-0000-4320 DEPARTMENT EQUIPMENT MAINT	268	221	348	-	-	#DIV/0!	-
070-383-0000-4340 SMALL TOOLS	1,509	349	1,275	3,500	603	17.23%	3,150
070-383-0000-4360 PERSONNEL TRAINING	40	-	-	-	-	#DIV/0!	-
070-383-0000-4400 VEHICLE OPERATION & MAINT	4,499	1,638	4,655	2,000	3,443	172.15%	1,800
070-383-0000-4402 FUEL	8,567	8,874	10,451	10,000	5,183	51.83%	9,000
070-383-0301-4300 PW MAINT. & REPAIR SUPPLIES	40,397	50,238	43,384	80,000	31,617	39.52%	72,000
Operations & Maintenance Costs	72,557	93,160	87,451	128,500	54,160	42.15%	115,650
070-383-0000-4500 CAPITAL EQUIPMENT	-	-	-	-	-	-	-
070-383-0000-4600 CAPITAL PROJECTS	-	-	-	-	-	-	-
070-383-0000-4820 DEPRECIATION EXPENSE	-	-	-	-	-	-	-
070-383-0563-4600 MACLAY WTR CONTROLLERS REP.	23,663	-	-	-	-	-	-
070-383-0700-4600 CP-WTR MTR REPLACEMENT	-	-	-	-	-	-	-
070-383-0701-4600 CP-FIRE HYDRANT UPGRADE	-	-	-	-	-	-	-
Capital Costs	23,663	-	-	-	-	#DIV/0!	-
Division Total	96,220	93,160	87,702	128,500	54,160	42.15%	115,650



ENTERPRISE FUNDS

WATER FUND – PRODUCTION

FUND NO. 70-384

DIVISION OVERVIEW

The Water Production Division is responsible for all operations and maintenance of the City's four wells, three booster pump stations, four reservoirs and two pressure regulation stations, Ion-exchange Treatment System, three On-site Sodium Hypochlorite Generation Systems, and the Supervisory Control and Data Acquisition (SCADA). Each well is located within Los Angeles County (Sylmar area); power is supplied by the Los Angeles Department of Water and Power (LADWP) and Southern California Edison (SCE). Imported water is purchased from Metropolitan Water District (MWD) of Southern California to supplement the local ground water supplies on an "as needed" basis. There are also two emergency connections from LADWP water systems.

MAJOR PROJECTS/PROGRAMS

- Prepare & Submit Annual Water Quality Report
- Daily EPA & State Lab Water Sampling
- Hubbard Booster #2 rehabilitation of pump & motor
- Annual Reservoir #4 inspection by diver and temporary leak repairs
- Coordinate operation of water quality treatment system to treat groundwater

Dept: Public Works/Water Fund
Div: Water Production

Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
070-384-0000-4101 SALARIES-PERMANENT EMPLOYEES	-	-	-	-	-	-	-
070-384-0000-4105 OVERTIME	-	6,532	3,746	-	-	-	-
070-384-0000-4120 O.A.S.D.I.	-	500	287	-	-	-	-
070-384-0000-4130 WORKER'S COMPENSATION INS.	-	929	533	-	-	-	-
Personnel Costs	-	7,961	4,565	-	-	-	-
070-384-0000-4210 UTILITIES	212,108	227,124	346,566	170,000	156,559	92%	153,000
070-384-0000-4220 TELEPHONE	16,062	15,987	17,700	12,000	8,432	70%	10,800
070-384-0000-4250 RENTS AND LEASES	88	91	-	600	-	0%	540
070-384-0000-4260 CONTRACTUAL SERVICES	70,049	83,787	138,565	150,000	41,781	28%	135,000
070-384-0000-4300 DEPARTMENT SUPPLIES	5,309	9,534	9,806	10,000	2,954	30%	9,000
070-384-0000-4310 EQUIPMENT AND SUPPLIES	9,606	5,659	12,298	6,000	2,057	34%	5,400
070-384-0000-4320 DEPARTMENT EQUIPMENT MAINT	46	4,729	6,691	8,000	4,473	56%	7,200
070-384-0000-4330 BLDG MAINT & REPAIRS	6,672	9,000	4,490	9,200	938	10%	8,280
070-384-0000-4340 SMALL TOOLS	762	457	(131)	1,000	-	0%	900
070-384-0000-4360 PERSONNEL TRAINING	225	994	-	1,000	195	20%	900
070-384-0000-4370 MEETINGS, MEMBERSHIPS & TRAVE	-	206	-	750	-	0%	675
070-384-0000-4400 VEHICLE OPERATION & MAINT	9,383	6,236	2,563	9,300	4,342	47%	8,370
070-384-0000-4402 FUEL	2,863	2,952	3,598	3,000	1,672	56%	2,700
070-384-0000-4430 ACTIVITIES AND PROGRAMS	-	1,500	-	1,500	1,212	81%	1,350
070-384-0000-4450 OTHER EXPENSE	32,054	33,440	-	85,100	-	0%	-
070-384-0301-4300 PW MAINT. & REPAIR SUPPLIES	12,788	7,771	3,553	6,500	1,120	17%	5,850
070-384-0842-4260 PIPE INSTALLATION SYSTEM	14,192	-	-	-	-	-	-
070-384-0857-4260 CONTRACTUAL SERVICES	-	-	94,143	96,000	27,482	29%	96,000
070-384-0857-4300 NITRATE REMOVAL SYSTEM	-	313	-	96,000	-	0%	-
070-384-0857-4600 NITRATE REMOVAL SYSTEM	45,649	-	-	-	-	-	-
070-384-0862-4260 NPDES & WATERSHED COMPLIANCE	-	-	-	-	-	-	-
Operations & Maintenance Costs	437,856	409,779	639,842	665,950	253,217	38%	445,965
070-384-0000-4500 CAPITAL EQUIPMENT	-	-	-	-	-	-	-
070-384-0000-4600 CAPITAL PROJECTS	-	-	2,440	-	-	-	-
Capital Costs	-	-	2,440	-	-	-	-
070-384-0000-4901 TRANSFER TO GENERAL FUND	-	-	-	-	-	-	-
070-384-0000-4912 TRANSFER TO MEASURE R	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-
Division Total	437,856	417,740	646,847	665,950	253,217	38%	445,965

WATER FUND – CAPITAL PROJECTS**FUND NO. 70-385****DIVISION OVERVIEW**

Capital Projects is used to account for, track, and manage capital improvements to the City's water system. Fiscal Year 2018-2019 saw the completion of Hubbard Booster Pump #2 pump and motor rehabilitation, Zinex Rectifier rehabilitation at Well 2A, and a temporary repair at Reservoir #4, along with the replacement of the On-Site-Generation System Cell Racks at Well 2A.

During Fiscal Year 2018-2019, the Water Distribution crew repaired 2 water main leaks, replaced 5 water services, repaired and replaced 2 fire hydrants, installed 28 new water services, and changed out 316 water meters as part of the Water Meter Replacement Program. The Division has a goal of replacing 530 water meters in Fiscal Year 2019-2020.

MAJOR PROJECTS/PROGRAMS

- Design & Construction: Upper Reservoir #4 Replacement Project
- Actively pursue State Proposition 1 Water Bond Funds as well as State Revolving Funds in order to leverage limited local funds for a Nitrate Infiltration System for Well #3
- Water Main Replacement – Replacement of deteriorated water mains in conjunction with street resurfacing projects
 - Alexander Street between Library Street and Lucas Street: 41 Service Upgrades
 - N Workman Street between Glenoaks Boulevard and Seventh Street: 1230 Linear Feet
 - Lazard St between Fourth Street and Glenoaks Boulevard: 85 Service Upgrades
 - Lucas Street between N Workman Street and Orange Grove Avenue: 200 Linear Feet
 - Arroyo Avenue between Fifth Street and Glenoaks: 30 Service Upgrades
 - Phillipi Street between Orange Grove and West City Limits: 1600 Linear Feet
- Water Meter Replacement Program
- Water Service Replacement (on an as-needed basis)
- Fire Hydrant Repair (on an as-needed basis due to knockdowns)
- Arroyo Booster #1 Pump and Motor Replacement (due to mechanical failure)
- Hubbard Booster #1 Pump and Motor Rehabilitation
- Complete training on maintenance management system software program and GPS/GIS Mapping

Dept: Public Works/Water Fund
Div: Water Capital Projects

Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
070-385-0000-4260 CONTRACTUAL SERVICES	-	-	-	21,000	-	-	21,000
070-385-0000-4270 PROFESSIONAL SERVICES	-	-	12,545	236,640	27,780	12%	200,000
070-385-0000-4320 DEPT EQUIP. MAINTENANCE	-	24,255	39,316	50,000	-	-	50,000
070-385-0000-4500 CAPITAL EQUIPMENT	77,216	(1)	-	390,095	64,473	17%	-
070-385-0000-4600 CAPITAL PROJECTS	9,594	-	6811	610,000	-	-	-
070-385-0178-4600 CAPITAL PROJECTS	-	-	-	-	-	-	-
070-385-0560-4600 CP-STREET RESURFACING PROGRAM	-	-	-	1,344,000	311,000	23%	-
070-385-0635-4600 WATER MAIN REPLACEMENT	-	-	-	-	-	-	-
070-385-0700-4500 CP-WTR MTR REPLACEMENT	24,242	-	-	-	-	-	-
070-385-0700-4600 CP-WTR MTR REPLACEMENT	-	24,000	89,334	59,000	42,811	73%	100,000
070-385-0701-4500 CP-FIRE HYDRANT UPGRADE	5,593	-	-	-	-	-	-
070-385-0701-4600 CP-FIRE HYDRANT UPGRADE	-	6,491	4,252	18,800	4,679	25%	50,000
070-385-0763-4600 CP-STORMWATER INFILTRATION PR	-	(1)	-	76,815	-	-	-
070-385-0763-4615 LAND ACQUISITION	-	-	30,000	1,250,000	-	-	-
070-385-0857-4270 NITRATE REMOVAL SYSTEM	4,130	-	-	-	-	-	-
070-385-0857-4600 NITRATE REMOVAL SYSTEM	(24,083)	-	-	-	-	-	-
070-385-6673-4600 CP-GLENOAKS RESURFACING PROJE	-	-	-	250,000	16,137	6%	-
Capital Costs	96,692	54,744	182,259	4,306,350	466,880	11%	421,000
070-385-0000-4820 DEPRECIATION EXPENSE	610,186	612,801	597,856	625,000	-	-	625,000
Depreciation Expense	610,186	612,801	597,856	625,000	-	-	625,000
Division Total	706,878	667,545	780,115	4,931,350	466,880	9%	1,046,000

SEWER FUND – SEWER MAINTENANCE**FUND NO. 72-360****DIVISION OVERVIEW**

The Sewer Maintenance Division performs maintenance of the City's sanitary sewer system by scheduled routine cleaning of sewer main lines and manholes. The sewer system is made up of approximately 40 miles (215,915 linear feet) of mains and over 800 manholes. The City contracts with the City of Los Angeles for sewage treatment and disposal. Since 1985, the City has contracted with the County of Los Angeles for the enforcement of the City's Industrial Waste Program. Industrial waste permit fees cover the cost of this program.

MAJOR PROJECTS/PROGRAMS**1. Inspection**

Closed Captioned Television Inspection, Root Clearing of Entire Sewer System.

2. Maintenance Repairs

Point Repairs (i.e. sewer pipe lining, replacement) to alleviate maintenance problems at locations where maintenance problems exist or that have hydraulic deficiencies; Perform inflow/infiltration analysis to determine areas that need additional repairs to limit water infiltration into the sewer system.

3. System Design

Development of hydraulic models and design plans to meet capacity deficiencies and accommodate future growth.

4. Sewer Replacement

Replacement of deteriorated sewer pipes in conjunction with street resurfacing projects and in locations to address hydraulic deficiencies.

5. Outreach

Provide outreach to local businesses and residential properties in the community. The outreach program will consist of the following elements:

- o Mailers/bill inserts that aim to better educate the community on proper disposal of fats, oils and grease;
- o Website – information will be added to the website regarding FOG education; and
- o Posters – information will be prepared to better educate local businesses on the proper disposal and maintenance of grease and oils. Posters will be made available to local businesses/restaurants to increase education related to this issue.

Dept: Public Works/Sewer Fund
Div: Sewer Maintenance

Account Number & Title	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
072-360-0000-4706 LIABILITY CHARGE	32,883	58,560	58,113	52,649	11,722	5,861	50%	
072-360-0320-4741 EQUIP MAINT CHARGE	35,800	18,900	21,018	20,523	25,243	12,621	50%	23,426
072-360-0000-4741 EQUIP REPLACEMENT CHARGE	-	-	11,250	11,250	11,250	5,625	50%	11,250
072-360-0000-4743 FACILITY MAINTENANCE CHARGE	47,820	56,770	90,554	96,670	92,419	46,209	50%	89,158
Internal Service Charges	116,503	134,230	180,935	181,092	140,634	70,316	50%	123,834
072-360-0000-4500 CAPITAL EQUIPMENT	-	-	-	-	-	-	-	-
072-360-0000-4600 CAPITAL PROJECTS	174,320	-	-	(7,980)	-	-	-	-
Capital Costs	174,320	-	-	(7,980)	-	-	-	-
072-360-0000-4901 TRANSFER TO GENERAL FUND	60,000	60,000	60,000	60,000	60,000	30,000	50%	60,000
072-360-0000-4918 TRANSFER TO RETIREMENT FUND	-	-	-	-	12,434	-	-	12,434
Transfers	60,000	60,000	60,000	60,000	72,434	30,000	41%	72,434
Division Total	3,029,761	2,591,398	3,289,015	2,703,537	3,022,957	963,401	32%	3,200,339

Dept: Public Works/Sewer Fund
Div: Sewer Maintenance

Account Number & Title	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
072-180-0000-4123 OPEB EXPENSE GASB 75	-	-	54,502	57,961	-	-		60,000
072-180-0000-4124 RETIREMENT	-	131,275	-	174,970	-	-		175,000
072-180-0000-4125 PENSION EXPENSE GASB 68	(43,992)	(144,265)	445,863	(43,698)	-	-		-
072-180-0000-4127 RETIRED EMP. HEALTH INS.	9,868	8,279	8,499	7,970	10,000	3,795	38%	10,000
072-360-0000-4101 SALARIES-PERMANENT EMPLOYEES	470,342	485,807	444,834	503,094	419,045	182,772	44%	449,549
072-360-0000-4103 WAGES-TEMPORARY & PART-TIME	30,509	17,982	16,967	8,637	-	4,369	0%	-
072-360-0000-4105 OVERTIME	39,635	43,890	39,092	30,665	-	19,510	0%	-
072-360-0000-4112 TEMP. NON-EMPLOYEE WAGES	-	-	-	-	-	-	0%	-
072-360-0000-4120 O.A.S.D.I.	40,918	41,507	38,349	43,177	31,269	15,809	51%	33,495
072-360-0000-4124 RETIREMENT	90,508	87,659	254,679	95,642	85,448	35,649	42%	86,500
072-360-0000-4126 HEALTH INSURANCE	101,597	113,065	107,524	108,452	88,163	46,080	52%	105,152
072-360-0000-4127 RETIRED EMP. HEALTH INS.	-	-	-	-	-	-	0%	-
072-360-0000-4128 DENTAL INSURANCE	8,844	10,286	9,589	9,824	5,673	4,196	74%	6,813
072-360-0000-4129 RETIREE HEALTH SAVINGS	-	-	137	761	1,260	1,005	80%	1,260
072-360-0000-4130 WORKER'S COMPENSATION INS.	51,606	53,961	48,741	52,029	42,505	19,045	45%	36,578
072-360-0000-4133 COMPENSATED ABSENCES	-	-	91,194	8,043	-	-	0%	9,000
072-360-0000-4134 LONG TERM DISABILITY INSURANCE	-	-	-	516	474	163	34%	641
072-360-0000-4136 OPTICAL INSURANCE	2,102	2,464	1,986	1,949	1,291	889	69%	1,425
072-360-0000-4138 LIFE INSURANCE	528	706	774	683	518	258	50%	585
072-360-0000-4140 WELLNESS BENEFIT	-	-	63	114	150	-		-
Personnel Costs	802,465	852,616	1,562,793	1,060,790	685,796	333,540	49%	975,997
072-110-0000-4270 PROFESSIONAL SERVICES	100	-	-	40	-	252	0%	500
072-360-0000-4210 UTILITIES	126	110	165	320	5,000	15	0%	4,500
072-360-0000-4220 TELEPHONE	915	1,200	1,714	1,787	900	766	85%	810
072-360-0000-4250 RENTS AND LEASES	-	-	2,840	2,329	11,300	-	0%	10,170
072-360-0000-4260 CONTRACTUAL SERVICES	1,456,205	1,129,016	39,946	141,749	194,500	22,698	12%	175,050
072-360-0629-4260 CONTRACTUAL SERVICES	-	-	952,079	836,610	1,409,200	287,060	20%	1,409,200
072-360-0000-4270 PROFESSIONAL SERVICES	3,514	17,133	43,886	10,043	-	1,563	0%	-
072-360-0000-4290 OFFICE EQUIPMENT MAINTENANCE	1,427	880	587	686	3,680	-	0%	3,312
072-360-0000-4300 DEPARTMENT SUPPLIES	21,079	28,675	28,216	29,860	20,400	16,491	81%	18,360
072-360-0000-4310 EQUIPMENT AND SUPPLIES	5,130	5,666	6,968	3,549	6,900	374	5%	6,210
072-360-0000-4320 DEPARTMENT EQUIPMENT MAINT	13,750	16,339	2,524	1,302	3,500	-	0%	3,150
072-360-0000-4325 UNIFORM ALLOWANCE	-	-	-	-	175	-	0%	175
072-360-0000-4340 SMALL TOOLS	309	-	1,827	-	5,000	-	0%	4,500
072-360-0000-4360 PERSONNEL TRAINING	42	-	499	216	2,500	-	0%	2,250
072-360-0000-4390 VEHICLE ALLOW & MAINT	997	956	400	707	900	-	0%	810
072-360-0000-4400 VEHICLE OPERATION & MAINT	3,155	933	1,485	1,414	5,000	175	4%	4,500
072-360-0000-4402 FUEL	4,638	3,632	3,751	4,968	-	2,254	0%	-
072-360-0000-4405 INTEREST EXPENSE	1,738	1,738	1,737	1,738	-	-	0%	-
072-360-0000-4430 ACTIVITIES AND PROGRAMS	488	-	-	-	5,200	-	0%	4,680
072-360-0000-4450 OTHER EXPENSE	65,958	56,336	62,512	39,864	86,400	17,629	20%	77,760
072-360-0000-4455 BAD DEBTS EXPENSE	5,752	(1,061)	3,207	2,322	-	-	0%	-
072-360-0000-4480 COST ALLOCATION	286,742	282,346	330,030	330,030	360,538	180,268	50%	299,436
072-360-0301-4300 PW MAINT. & REPAIR SUPPLIES	4,410	653	914	104	3,000	-		2,700
Operations & Maintenance Costs	1,876,474	1,544,552	1,485,287	1,409,635	2,124,093	529,545	25%	2,028,073

SEWER FUND – CAPITAL PROJECTS**FUND NO. 72-365****DIVISION OVERVIEW**

The Capital Projects Division is used to account for, track, and manage capital improvements to the City's sanitary sewer system.

MAJOR PROJECTS/PROGRAMS

- Maintenance Repairs – Point repairs (i.e. sewer pipe lining and replacement) to alleviate maintenance problems at locations where maintenance problems exist or that have hydraulic deficiencies. Perform inflow/infiltration analysis to determine areas that need additional repairs to limit water infiltration into the sewer system.
- System Design – Continue in the development of hydraulic models and design plans to meet capacity deficiencies and accommodate future growth.
- Sewer Replacement – Replacement of deteriorated sewer pipes in conjunction with street resurfacing projects and in certain locations to address hydraulic deficiencies.
 - FY 2019-2020 Projects
 - Glenoaks Boulevard & Harding Avenue: 2,600 Linear feet
 - N Workman Street between Glenoaks Boulevard and Seventh Street: 500 Linear Feet
 - Lazard St between Fourth Street and Glenoaks Boulevard: 1,700 Linear Feet
 - Arroyo Avenue between Fifth Street and Glenoaks: 50 Linear Feet
- Sewer Cleaning – Annual sewer system jetting and cleaning
- Continue to pursue State Proposition 1 Water Bond Funds in order to leverage limited local funds for capital projects. Possible projects include sanitary sewer system rehabilitation/diversion improvements and storm water management infrastructure.

Dept: Public Works/Sewer Fund
Div: Sewer Capital Projects

Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
072-365-0000-4820 DEPRECIATION EXPENSE	140,029	148,189	145,052	-	-	-	150,000
Depreciation Expense	140,029	148,189	145,052	-	-	-	150,000
072-365-0000-4260 CONTRACT SERVICES	-	-	-	250,000	-	-	250,000
072-365-0000-4300 DEPARTMENT SUPPLIES	-	-	-	-	-	-	-
Operations & Maintenance	-	-	-	250,000	-	-	250,000
072-365-0000-4500 CAPITAL EQUIPMENT	-	-	-	409,000	-	-	-
Capital Costs	-	-	-	409,000	-	-	-
072-365-0560-4600 CAPITAL PROJECTS	-	-	-	435,000	-	-	-
072-365-0629-4600 CAPITAL PROJECTS	-	1,263,329	886,752	778,300	437,353	56%	778,300
072-365-6673-4600 CAPITAL PROJECTS	-	-	-	1,093,144	936,244	86%	-
072-365-0000-4600 CAPITAL PROJECTS	918,918	-	500	385,660	-	-	-
072-365-0754-4600 CAPITAL PROJECTS	31,124	-	-	-	-	-	-
Capital Projects	950,042	1,263,329	887,252	2,692,104	1,373,597	51%	778,300
Division Total	1,090,071	1,411,518	1,032,304	3,351,104	1,373,597	41%	1,178,300



ENTERPRISE FUNDS

COMPRESSED NATURAL GAS FUND

FUND NO. 74-320

DIVISION OVERVIEW

The Compressed Natural Gas Fund is used to account for, track, and manage the operations of a publicly accessible CNG fueling station.

MAJOR PROJECTS/PROGRAMS

- Resurface area surrounding CNG station equipment.

Dept: Public Works/Compressed Natural Gas
Div: Vehicle Maintenance

Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
074-320-0000-4101 SALARIES-PERMANENT EMPLOYEES	-	-	-	15,523			
074-320-0000-4105 OVERTIME	157	1,831	-	-			
074-320-0000-4120 O.A.S.D.I.	12	140	-	-			
074-320-0000-4130 WORKERS COMPENSATION INS.	22	260	-	-	-	-	-
Personnel Costs	192	2,231	-	15,523	-	-	-
074-320-0000-4210 UTILITIES	12,274	13,582	12,192	25,700	4,968	19%	25,700
074-320-0000-4220 TELEPHONE	374	567	556	400	260	65%	400
074-320-0000-4260 CONTRACTUAL SERVICES	1,237	-	5,482	5,000	3,184	64%	5,000
074-320-0000-4270 PROFESSIONAL SERVICES	-	-	-	-	-	0%	-
074-320-0000-4300 DEPARTMENT SUPPLIES	-	-	848	1,000	763	76%	1,000
074-320-0000-4310 EQUIPMENT & SUPPLIES	-	-	-	-	-	0%	-
074-320-0000-4320 DEPARTMENT EQUIPMENT MAINT	-	-	-	-	-	0%	-
074-320-0000-4400 VEHICLE OPERATION & MAINT.	17,239	3,263	4,334	-	2,128	0%	5,000
074-320-0000-4402 FUEL	24,045	15,168	35,738	40,000	24,645	62%	40,000
074-320-0000-4430 ACTIVITIES & PROGRAMS	-	-	390	-	-	0%	-
074-320-0000-4435 BANK CHARGES	4,998	3,764	5,603	10,000	5,621	56%	10,000
074-320-0000-4450 OTHER EXPENSE	7,153	-	152	-	-	0%	-
074-320-0000-4457 EXCISE TAX RETURN	-	4,249	9,106	25,000	3,981	16%	25,000
074-320-0000-4480 COST ALLOCATION	-	-	5,956	5,244	2,622	50%	3,665
Operations & Maintenance Costs	67,322	40,593	80,355	112,344	48,172	43%	115,765
074-320-0000-4500 ***CAPITAL EXPENSES***	-	-	-	29,477	1,732	6%	-
Capital Projects	-	-	-	29,477	1,732	6%	-
074-320-0000-4500 DEPRECIATION EXPENSE	-	-	-	-	-	-	-
Depreciation Expense	-	-	-	-	-	-	-
Division Total	67,513	42,824	80,355	157,344	49,904	32%	115,765

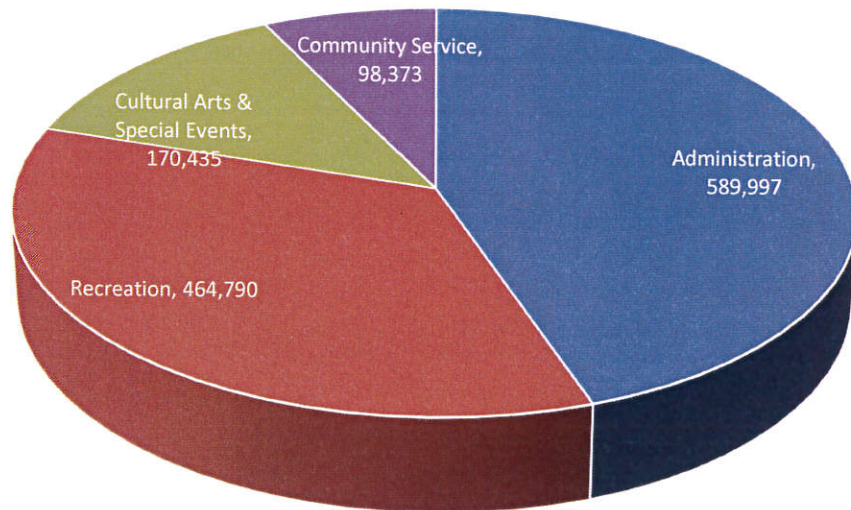
NOTE: This Fund was created in FY 2017-2018. For previous years refer to Fund 041 under Internal Service Funds.



THE CITY OF
SAN FERNANDO

RECREATION & COMMUNITY SERVICES DEPARTMENT

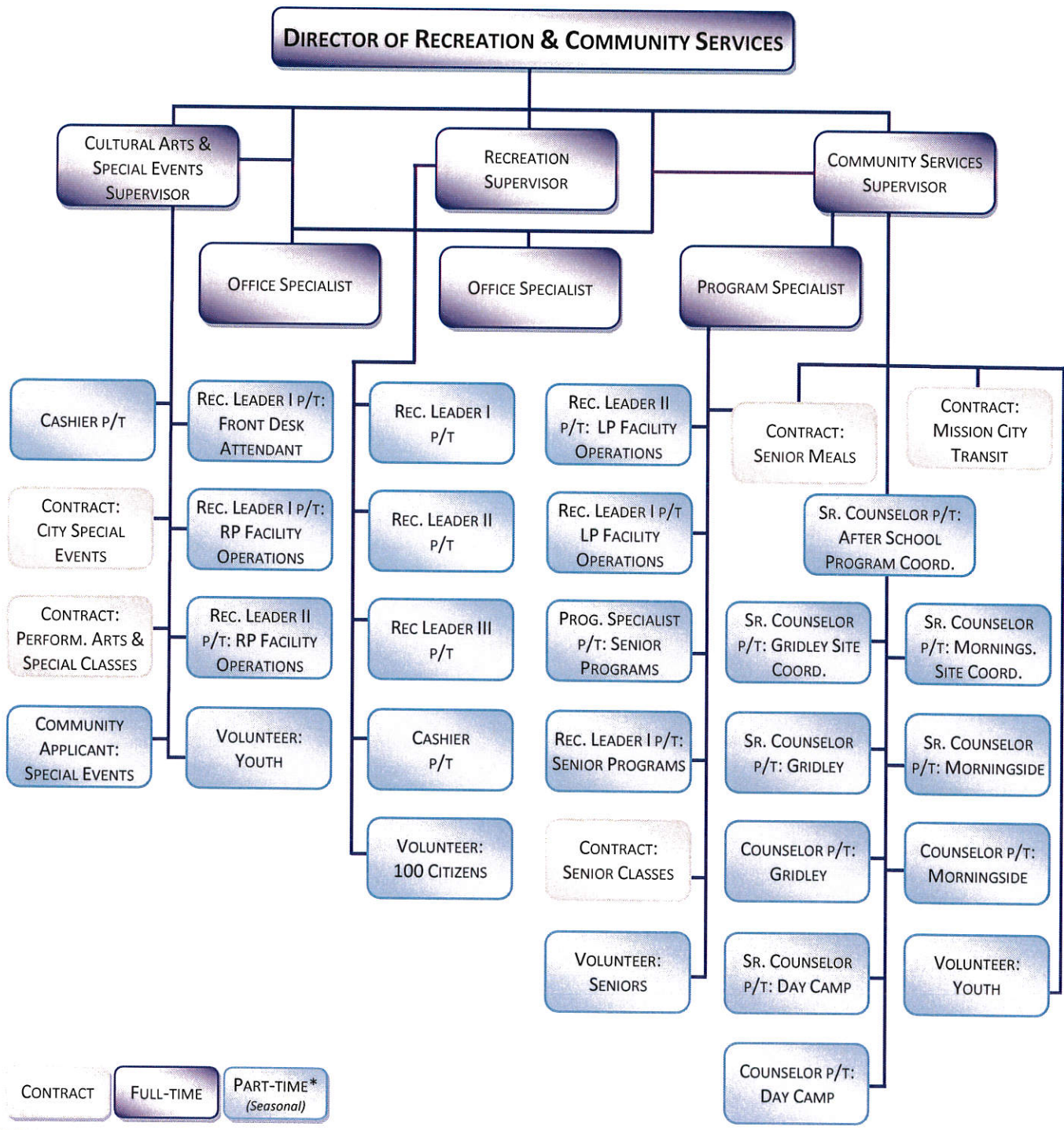
RECREATION & COMMUNITY SERVICES DEPARTMENT



FISCAL YEAR 2020 – 2021

THE CITY OF SAN FERNANDO

ORGANIZATIONAL CHART RECREATION & COMMUNITY SERVICES DEPARTMENT FISCAL YEAR 2020-2021





RECREATION & COMMUNITY SERVICES DEPARTMENT

MISSION STATEMENT

The mission of the Recreation and Community Services Department is to develop and implement enriching community, cultural and recreational opportunities that foster the overall well-being and personal development of our community.

DEPARTMENT OVERVIEW

The Recreation and Community Services Department is comprised of four (4) divisions, including Administration, Community Services, Recreation, and Cultural Arts/Special Events. Together, the divisions provide programming and resources to the community that includes youth/adult sports, day camps, cultural arts, wellness/fitness, senior services, teen programming, volunteer opportunities, and city wide special events. Each year, an estimated 250,000 individuals are serviced by the organized programming provided by the department and an additional 200,000 for non-organized activities at park facilities. Combined park visits total approximately 450,000 per year.

ACCOMPLISHMENTS FOR FY 2019-2020

1. Staff implemented the City of San Fernando Veterans Banner Recognition Program to honor local veterans by displaying a commemorative pole banner with the likeness and service details of the veteran. The inaugural unveiling of the veterans' banners was held on November 8, 2019 to coincide with the Veterans Day Holiday. Each subsequent year the Banner Recognition Program will be on display for a six-month period beginning on May 18th and ending on November 18th, and will expand to include active service members.
2. The Statewide Park Development and Community Revitalization (Prop 68) grant funds awarded the Department \$1,114,245 for the renovation of Layne Park. The renovation project includes the construct of a new soccer field, a basketball court, and a restroom facility. In addition, grant funds will go towards the refurbishment of the playground to include ADA accessibility and shading, installation of a SMART irrigation system, addition of safety fencing along the alleyways and shade covering to the picnic tables.
3. The implementation of the MyRec registration system and billing software was completed this spring. The program allows patrons to view programs, activities and services offered by the RCS Department seven days a week and 24 hours a day. Residents can access the MyRec program to register for an activity by creating a home account and adding family members. Once the registration process is complete, patrons sign up and pay for activities on-line.
4. The Youth Empowerment program has been implemented at Las Palmas Park in collaboration with the PuKúu Cultural Community Services and a grant from the Board of State and Community Corrections Department. The goals of this community-led youth diversion program are to increase cultural competency, reduce incarceration and recidivism and improve academic and professional success. The program meets on Tuesdays, Thursdays and every other Saturdays.
5. The Department established a partnership with New Horizons: Serving Individuals with Special Needs program to provide all-inclusive classes for the community utilizing various park facilities. The partnership provided classes such as Sign Language, Line Dancing, Communications Club,

FISCAL YEAR 2020 – 2021



ACCOMPLISHMENTS FOR FY 2019-2020

- Fitness and Meditation free of charge to the community all the while providing their clients with important community integration therapy.
6. Staff developed a Tiny Tykes Soccer Clinic to promote the sport in the community and help foster a Youth Soccer program in the future. The clinic-style program focused on children ages 4-6, teaching the fundamentals in a fun and creative manner while making use of both indoor and outdoor facilities at Las Palmas Park and Layne Park.
 7. Staff redeveloped the Part Time Staff (PTS) Orientation Packet for incoming staff as well as the Facility Checklist to include markers for accountability and performance evaluation. The goal was to improve both PTS and Supervisor accountability for one another and to ensure completion of assignments and/or facility operations.
 8. Staff identified and submitted a grant application to the Farmers Market Promotion Program to fund the establishment and operation of a Farmer's Market in town. The proposed location for the Farmers Market is the City's Parking Lot 8 on the corner of Brand Boulevard and Celis Street, and the proposed date and time is on Saturdays from 8:30 am to 1:00 pm.
 9. A new partnership with Best Start 5 Los Angeles created an opportunity to provide the Layne Park community with a three-part outreach program during the fall. The events provided resources for parents and fun activities for children utilizing a superhero theme to emphasize the importance of healthy eating and being active. Children ages 4 to 10 and their parents went through different exercise training sessions, participated in a superhero costume contest and took part in a superhero art class. Healthy snacks were part of each event and parents received instruction on how to prepare healthier snacks for their children.
 10. In partnership with the Office of Senate Majority Leader Bob Herzberg and Heal the Bay, the Department hosted a Coastal Clean-up at Pacoima Wash Natural Park. The event was an international day of action to protect oceans, watersheds and wildlife from trash. Over 80 volunteers participated in the clean-up and removal of trash, foliage and other debris.

OBJECTIVES FOR FY 2020-2021

1. Implement the second San Fernando Street Festival event that will convert over three (3) miles of commercial corridors and streets into an urban playground void of motorized transportation. The second Street Festival event will be a Nocturnal Ride held between the hours of 2:00 PM and 7:00 PM on October 31, 2020. The Street Festival capitalizes on the Día De Los Muertos cultural celebration of Latin America and the Halloween traditions of North America that will feature the City's annual 5K Relay Race Run and Walk. The event activities will include bike and pedestrian safety training, an art walk, alter building, nutrition demos, and active transportation awareness. The local merchants, non-profit/faith-based organizations, and private corporations will participate in the event. (Strategic Goal #6)
2. Implement the Layne Park Revitalization Project. The revitalization of Layne Park will be a two-phase project. The first phase involves selection of an engineering firm to produce the design and



ACCOMPLISHMENTS FOR FY 2019-2020

- cost estimate for the park improvements. The second phase will be the selection of a general contractor for the construction of the project. (Strategic Goal #13)
3. Continue to research partnerships and grant funding that will enable the Department to begin implementing the identified programs and activities to be held at Rudy Ortega Sr. Park. Those programs and activities include a Family Urban Camp, Educational Field Trips that introduce environmental stewardship to elementary school-aged children, and Boy Scout merit badge classes. The cultural programming includes dance workshops, craft classes, and ceremonial special events hosted by community groups. (Strategic Goal #9)
 4. Continue to research funding to acquire land for implementing a community garden. Possible funding sources include the State of California Prop. 68 and the County of Los Angeles Measure A grant programs. (Strategic Goal #7)
 5. Continue to develop collaborations to enhance the programs and services offered to the community. Potential partnerships include local youth groups, faith-based organizations, and community agencies that share a common goal with the Department. (Strategic Goal #9)
 6. Continue to research and identify available funding sources to implement the recommendations identified in the Parks and Recreation Master Plan. (Strategic Goal #7)
 7. Redesign the Department's brochure and develop a digital magazine that will be accessible online through the Department's web page. The new online version of the Department's brochure will have access to the MyRec registration program which will make signing up for programs and activities effortless. (Strategic Goal #15)
 8. Continued growth of the Fitness and Wellness programs through the addition of a Boxing class, a second Total Body Conditioning class (to accommodate the working community) and the inclusion of theme days and quarterly health challenges to attract and maintain each participant's motivation and interest in their personal health and wellness. (Strategic Goal #6)



**RECREATION & COMMUNITY
SERVICES - ADMINISTRATION**

DIVISION NO. 420

DIVISION OVERVIEW

The Recreation and Community Services (RCS) Administration Division is responsible for the overall management and the day-to-day operations of the RCS Department. The administrative duties and responsibilities of the Division include management and supervision of all programming, services and activities provided by the Recreation Division, the Community Services Division, and the Cultural Arts /Special Events Division. Oversees planning and implementation of parks improvement projects. Provides other divisions' guidance, training, and marketing strategies for their programs.

The Division is responsible for administering all contracts the Department has with non-government organizations, faith-based groups and non-profit agencies. The Division also oversees all grant funds the Department has been awarded. In FY 2020-2021, the division expects to administer approximately \$2,408,705 in grant funds for projects that range in scope from the renovation of park facilities to the enhancement of the cultural enrichment programming for the community. The Division continues to pursue grant funding, partnerships and collaborations in order to leverage City resources and enhance the programs, services and activities offered to the community.

The Division plans, organizes, integrates and directs all facility rentals and special event permits. Staff manages and directs the use of both public and private land, and ensures that all documents such as certificates of liability, health permits and LAFD approval have been included in the final rental or special event application.

Dept: Recreation & Community Services
Div: Recreation Administration

Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
001-420-0000-4101 SALARIES-PERMANENT EMPLOYEES	234,560	169,653	242,961	321,479	119,452	37%	334,538
001-420-0000-4103 WAGES-TEMPORARY & PART-TIME	372	-	-	-	-	0%	-
001-420-0000-4105 OVERTIME	282	-	-	-	-	0%	-
001-420-0000-4111 COMMISSIONER'S REIMBURSEMENT	1,150	650	1,525	4,500	1,275	28%	4,500
001-420-0000-4120 O.A.S.D.I.	17,760	13,100	18,863	23,951	8,924	37%	24,631
001-420-0000-4126 HEALTH INSURANCE	33,703	41,494	54,319	67,556	31,260	46%	76,795
001-420-0000-4128 DENTAL INSURANCE	4,102	3,883	5,477	3,979	3,058	77%	3,979
001-420-0000-4129 RETIREE HEALTH SAVINGS	-	568	1,200	2,340	578	25%	2,340
001-420-0000-4130 WORKER'S COMPENSATION INS.	3,630	2,692	3,863	8,575	1,839	21%	9,011
001-420-0000-4134 LONG TERM DISABILITY INSURANCE	760	339	992	1,000	470	47%	1,025
001-420-0000-4136 OPTICAL INSURANCE	991	654	975	732	558	76%	732
001-420-0000-4138 LIFE INSURANCE	400	323	303	351	175	50%	351
001-420-0000-4140 WELLNESS BENEFIT	600	-	600	600	-	0%	600
Personnel Costs	298,309	233,356	331,078	435,063	167,588	39%	458,503
001-420-0000-4220 TELEPHONE	16,696	17,617	18,415	19,000	10,078	53%	17,100
001-420-0000-4260 CONTRACTUAL SERVICES	66,635	16,657	20,556	19,200	6,806	35%	17,685
001-420-0000-4270 PROFESSIONAL SERVICES	-	-	207	-	-	#DIV/0!	-
001-420-0000-4300 DEPARTMENT SUPPLIES	8,646	12,533	9,395	10,900	5,154	47%	10,900
001-420-0000-4320 DEPARTMENT EQUIPMENT MAINT	-	-	432	600	-	0%	600
001-420-0000-4360 PERSONNEL TRAINING	2,050	895	1,930	2,000	30	2%	700
001-420-0000-4370 MEETINGS, MEMBERSHIPS	15	64	747	1,500	-	0%	700
001-420-0000-4380 SUBSCRIPTIONS DUES & MMBRSHIPS	192	995	940	1,000	485	49%	920
001-420-0000-4390 VEHICLE ALLOW & MILEAGE	3,386	2,228	4,643	4,100	2,204	54%	3,865
001-420-0000-4450 OTHER EXPENSE	150	-	-	-	-	#DIV/0!	-
Operations & Maintenance Costs	97,771	50,989	57,265	58,300	24,757	42%	52,470
001-420-0000-4706 LIABILITY CHARGE	20,923	22,165	19,610	8,063	4,032	50%	-
001-420-0320-4741 EQUIP MAINT CHARGE	13,844	10,948	17,881	19,460	9,730	50%	18,551
001-420-0000-4741 EQUIP REPLACEMENT CHARGE	3,000	3,000	-	-	-	#DIV/0!	-
001-420-0000-4743 FACILITY MAINTENANCE CHARGE	28,628	36,099	38,537	62,684	31,342	50%	60,473
Internal Service Charges	66,395	72,212	76,028	90,207	45,104	50%	79,024
001-420-0000-4500 CAPITAL EQUIPMENT	12,679	2,914	-	167,979	-	-	-
Capital Costs	12,679	2,914	-	167,979	-	-	-
Division Total	475,154	359,471	464,371	751,549	237,449	32%	589,997



COMMUNITY SERVICES

DIVISION NO. 422

DIVISION OVERVIEW

The Community Services Division provides key administrative functions, supervision, and analysis for the social and recreational programs, services and activities offered to the community. The Division is responsible for identifying potential funding sources and maintaining existing constructs like the agreement with the YWCA that manages the Elderly Nutrition Program. Staff ensures that these programs meet and comply with all City policies and procedures.

The Division also administers and supervises youth programming that promotes vocational training, skill building, and mentoring for young people ages 5 to 19. The opportunities for youth participation include, but are not limited to, the summer and winter day camps, Teens for a Better Community Leadership (TBC) program, the youth volunteer program and the Counselor-In-Training (CIT) program.

In addition, the Division continues to strengthen and foster innovative collaborations between the City and the private/non-profit community. Staff has been successful in securing grant funds or partnerships to help offset the costs associated with events hosted by the Division. Such programs include the Senior Expo, the Mind, Body and Soul Community Health Fair, and Super Hero Action Movie Night. In addition, the Division has collaborated with the Los Angeles Food Bank to provide monthly care packages to low income seniors.

Staff strides to provide wellness programming for all ages and offer quality of life choices to the residents of San Fernando. The activities patrons can participate in include, but are not limited to, exercise classes, volunteerism and informational seminars. Moreover, residents can participate in senior clubs, excursions, and hiking outings.

Dept: Recreation & Community Services
Div: Community Services

Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
001-422-0000-4101 SALARIES-PERMANENT EMPLOYEES	65,705	65,285	102,659	56,109	56,825	101%	58,286
001-422-0000-4105 OVERTIME	1,297	-	-	-	212	#DIV/0!	-
001-422-0000-4120 O.A.S.D.I.	4,992	4,994	7,853	4,211	4,363	104%	4,294
001-422-0000-4126 HEALTH INSURANCE	4,599	9,228	13,863	7,424	3,712	50%	7,973
001-422-0000-4128 DENTAL INSURANCE	220	800	1,236	674	337	50%	674
001-422-0000-4129 RETIREE HEALTH SAVINGS	341	771	3,087	1,200	1,170	98%	120
001-422-0000-4130 WORKER'S COMPENSATION INS.	4,915	3,792	4,547	4,002	2,422	61%	4,080
001-422-0000-4136 OPTICAL INSURANCE	93	150	274	150	75	50%	150
001-422-0000-4138 LIFE INSURANCE	102	107	164	90	45	50%	90
001-422-3750-4101 SALARIES-PERMANENT EMPLOYEES	16,771	-	-	-	-	0%	-
001-422-3750-4120 O.A.S.D.I.	1,262	-	-	-	-	0%	-
001-422-3750-4129 RETIREE HEALTH SAVINGS	124	-	-	-	-	0%	-
001-422-3750-4130 WORKER'S COMPENSATION INS.	1,213	-	-	-	-	0%	-
001-422-3752-4101 SALARIES-PERMANENT EMPLOYEES	10,139	-	-	-	-	0%	-
001-422-3752-4120 O.A.S.D.I.	765	-	-	-	-	0%	-
001-422-3752-4129 RETIREE HEALTH SAVINGS	104	-	-	-	-	0%	-
001-422-3752-4130 WORKER'S COMPENSATION INS.	734	-	-	-	-	0%	-
001-422-3753-4101 TITLE III-B TELEPHONE REASSURANCE PR	1,065	-	-	-	-	0%	-
001-422-3753-4120 TITLE III-B TELEPHONE REASSURANCE PR	83	-	-	-	-	0%	-
001-422-3753-4129 RETIREE HEALTH SAVINGS	16	-	-	-	-	0%	-
001-422-3753-4130 TITLE III-B TELEPHONE REASSURANCE PR	79	-	-	-	-	0%	-
Personnel Costs	114,619	85,127	133,684	73,860	69,161	0%	75,667
001-422-0000-4260 CONTRACTUAL SERVICES	21	30	451	100	561	561%	100
001-422-0000-4300 DEPARTMENT SUPPLIES	2,943	5,682	6,404	6,900	1,748	25%	6,500
001-422-0000-4370 MEETINGS, MEMBERSHIPS & TRAVEL	107	137	-	850	-	0%	600
001-422-3750-4260 CONTRACTUAL SERVICES	5,130	-	-	-	-	0%	-
001-422-3750-4270 PROFESSIONAL SERVICES	22,291	-	-	150	-	0%	-
001-422-3752-4260 HOME DELIVERED MEALS C2	2,822	-	-	-	-	0%	-
001-422-3752-4270 PROFESSIONAL SERVICES	7,637	-	-	-	-	0%	-
Operations & Maintenance Costs	40,950	5,849	6,855	8,000	2,309	29%	7,200
001-422-0000-4706 LIABILITY CHARGE	9,923	9,051	7,450	1,369	684	50%	-
001-422-0000-4743 FACILITY MAINTENANCE CHARGE	26,687	21,415	22,861	16,073	8,037	50%	15,506
Internal Service Charges	36,610	30,466	30,311	17,442	8,721	50%	15,506
Division Total	192,180	121,442	170,850	99,302	80,191	81%	98,373



SAN FERNANDO

RECREATION & COMMUNITY SERVICES DEPARTMENT

RECREATION (FACILITY OPERATIONS & PLAYGROUNDS)

DIVISION NO. 423

DIVISION OVERVIEW

The Recreation Division is responsible for providing social, physical and educational recreation activities for participants of all ages year-round. The scope of responsibility under this Division includes youth and adult sports leagues and camps, recreational activities, community wellness programs such as 3Wins and Adult Fitness, management of community partnerships with organizations such as Special Olympics, Neighborhood Junior Tennis Program, Tierra Del Sol, New Horizons, and San Fernando National Little League.

During FY 19-20, the Recreation Division served over 400 children in our Youth Programs and over 300 adults in our Adult Sports and Fitness Programs. This year the Division launched a Tiny Tykes Soccer Clinic, the goal of which is to spark interest in the sport and eventually lead into developing a Youth Soccer Program.

The Division also manages the part-time workforce for the Department and is responsible for staff recruitment, training, scheduling, takes the lead in performance evaluation, and oversees the general facility operations of Recreation Park and Las Palmas Park. The Department hired approximately eight (8) new part-time staff to assist with facility operations, camps and sport's programming. The Recreation Division plans and leads quarterly staff trainings, provides CPR/First Aid certification of the part-time workforce as well as promotes outside training opportunities that may be beneficial to the staff.

Dept: Recreation & Community Services
Div: Recreation (Facility Operations & Playgrounds)

Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
001-423-0000-4101 SALARIES-PERMANENT EMPLOYEES	75,948	80,785	85,355	79,182	42,693	54%	80,737
001-423-0000-4103 WAGES-TEMPORARY & PART-TIME	200,581	212,070	244,212	216,815	131,701	61%	195,300
001-423-0000-4105 OVERTIME	222	-	53	-	-	0%	-
001-423-0000-4120 O.A.S.D.I.	21,116	22,404	25,217	22,529	13,341	59%	22,646
001-423-0000-4126 HEALTH INSURANCE	17,789	11,167	11,417	11,442	5,721	50%	11,991
001-423-0000-4128 DENTAL INSURANCE	1,583	1,306	1,306	674	653	97%	674
001-423-0000-4129 RETIREE HEALTH SAVINGS	15	-	-	-	-	0%	-
001-423-0000-4130 WORKER'S COMPENSATION INS.	20,017	21,285	24,254	20,928	12,948	62%	21,039
001-423-0000-4136 OPTICAL INSURANCE	333	285	257	150	128	86%	150
001-423-0000-4138 LIFE INSURANCE	1,867	1,693	2,015	2,141	806	38%	1,954
Personnel Costs	339,472	350,995	394,085	353,861	207,992	506%	334,491
001-423-0000-4260 CONTRACTUAL SERVICES	1,056	-	361	2,500	-	0%	1,500
001-423-0000-4270 PROFESSIONAL SERVICES	-	-	450	500	-	0%	500
001-423-0000-4300 DEPARTMENT SUPPLIES	3,853	3,829	4,832	3,000	611	20%	3,400
Operations & Maintenance Costs	4,910	3,829	5,643	6,000	611	10%	5,400
001-423-0000-4706 LIABILITY CHARGE	16,425	22,313	19,996	6,558	3,279	50%	-
001-423-0000-4743 FACILITY MAINTENANCE CHARGE	46,095	110,133	117,571	129,467	64,734	50%	124,899
Internal Service Charges	62,520	132,446	137,567	136,025	68,013	50%	124,899
Division Total	406,902	487,270	537,295	495,886	276,616	56%	464,790



CULTURAL ARTS & SPECIAL EVENTS

DIVISION NO. 424

DIVISION OVERVIEW

The Cultural Arts and Special Events Division is responsible for conducting and oversight for citywide sponsored/non-sponsored special and cultural events for the Department. Examples include Movie Nights, Summer Concerts, Halloween, Día De Los Muertos, Holiday Tree Lighting, Spring Jamboree, and the Healthy San Fernando Campaign. The Division oversees the nationally recognized Mariachi Master Apprentice Program; Cultural Arts Classes and Programming, Community Special Event Applications for events conducted on public/private property, and the Lopez Adobe Museum. Staff continues to strengthen and foster innovative partnerships between the arts and community agencies and is successful in securing grants and partnerships to help offset the cost of the Division and city-wide events. In addition, the Division is overseeing the Facility Rental Program. This includes private party rentals of public property and park facilities such as multipurpose rooms, gyms, and fields.

The California Arts Council Youth Arts Action (YAA) Grant Program supports projects that foster creative abilities of youth through culturally responsive arts learning, utilizing cultural assets of the local community to support positive self-identification, and empowers youth through the preservation of cultural practices. YAA supports projects that operate outside of school time, at community and school sites. Long-term, in-depth, standards-based arts education projects underscore the critical role the arts play in student's development of creativity, overall well-being and academic achievement through meaningful arts-learning environments. Funding supports the Mariachi Master Apprentice Program (MMAAP) by supporting and encouraging relevant, dynamic, and innovative community building and learning through youth focused arts and culture projects.

The National Endowment for the Arts supports the creation of art that meets the highest standards of excellence, engages the public with diverse and excellent art, lifelong learning in the arts, and the strengthening of communities through the arts, by prioritizing historically underserved populations. Funding supports the Mariachi Master Apprentice Program (MMAAP) that connects music masters with community youth to preserve mariachi music traditions through quality afterschool apprentice programs. MMAAP focuses on multi-level instrument instruction, arrangement and performance skills, and targets youth ages 8 to 19. MMAAP incorporates the following elements: Experience: Participants experience exemplary works of art, in live form where possible, to gain increased knowledge and skills in the art form. Creation: Informed by their experience in an art form, participants will create or perform art. Assessment: Student learning is measured and assessed according to either national or state arts education standards.

Dept: Recreation & Community Services
Div: Cultural Arts & Special Events

Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
001-424-0000-4101 SALARIES-PERMANENT EMPLOYEES	76,788	76,737	77,111	79,938	38,770	48%	79,971
001-424-0000-4105 OVERTIME	1,537	-	-	-	-	#DIV/0!	
001-424-0000-4120 O.A.S.D.I.	5,769	5,870	5,899	6,000	2,966	49%	6,118
001-424-0000-4126 HEALTH INSURANCE	8,297	8,338	9,105	10,125	5,062	50%	11,173
001-424-0000-4128 DENTAL INSURANCE	618	674	674	674	337	50%	674
001-424-0000-4130 WORKER'S COMPENSATION INS.	5,552	5,553	5,606	5,702	2,819	49%	5,814
001-424-0000-4136 OPTICAL INSURANCE	150	150	150	150	75	50%	150
001-424-0000-4138 LIFE INSURANCE	102	102	96	90	45	50%	89
Personnel Costs	98,811	97,424	98,641	102,679	50,073	49%	103,989
001-424-0000-4260 CONTRACTUAL SERVICES	9,287	28,370	37,009	40,600	32,649	80%	34,940
001-424-0000-4300 DEPARTMENT SUPPLIES	3,882	3,213	4,907	8,500	4,034	47%	4,000
001-424-0000-4430 ACTIVITIES AND PROGRAMS	24,780	12,000	12,000	12,000	4,027	34%	12,000
Operations & Maintenance Costs	37,949	43,583	53,917	61,100	40,710	161%	50,940
001-424-0000-4706 LIABILITY CHARGE	6,689	6,504	5,611	1,903	91	5%	-
001-424-0000-4743 FACILITY MAINTENANCE CHARGE	36,391	12,237	13,063	16,073	8,037	50%	15,506
Internal Service Charges	43,080	18,741	18,674	17,976	8,128	55%	15,506
Division Total	179,840	159,748	171,231	181,755	98,911	54%	170,435



THE CITY OF
SAN FERNANDO

RECREATION & COMMUNITY SERVICES DEPARTMENT

AQUATICS

DIVISION NO. 430

DIVISION OVERVIEW

Operations of the San Fernando Regional Pool Facility are conducted by the County of Los Angeles as of October, 2014, pursuant to a lease agreement. Consequently, the City owns the facility; however, the County of Los Angeles is responsible for all annual operating and capital costs during the fifteen (15) year term of the lease.

FISCAL YEAR 2020 – 2021

SECTION V.
SPECIAL FUNDS



SPECIAL REVENUE, CAPITAL, AND GRANT FUNDS

DESCRIPTION

Special Revenue, Grant, and Capital Funds are designated for a specific purpose. Some of these funds have been designated by certain laws and regulations, which require cities to account for expenditures and revenues separately. The City also uses Capital and Grant Funds to account for capital projects and operating/capital grants separately. The following is a list of the Special Revenue, Capital, and Grant Funds included in this section:

<u>FUND NO.</u>	<u>FUND DESCRIPTION</u>
002	Supplemental Law Enforcement Services Fund (SLESF)
007	Proposition "A"
008	Proposition "C" – Transit Development Fund
009	Proposition "C" – Discretionary
010	Capital Grant Fund
011	State Gas Tax Fund
012	Measure "R" Fund
013	Traffic Safety Fund
014	Cash in-lieu of Parking Fund
015	Local Transportation Fund (SB 325)
016	Air Quality Management District Fund (AQMD)
017	Self-Sustaining Recreational Activities
018	Retirement Fund
019	Quimby Act Fees
020	Asset Seizure – State
021	Asset Seizure – Federal
022	Surface Transportation Program – Local (STPL)
024	Measure "M" Fund
025	Road Maintenance & Rehabilitation Fund (SB1)
026	Community Development Block Grant (CDBG)
027	Street Lighting Fund
029	Parking and Maintenance Operations (M & O) – Off Street
030	Mall Maintenance Operations
032	Capital Outlay Fund
050	Pavement Management Fund
053	Community Investment Fund
055	Community Development Surcharge Fund
094	Low/Moderate Income Housing Fund
101	Safety Realignment Fund (AB109)
108	California Arts Council
109	National Endowment for the Arts (NEA)
113	MTA Transit Oriented Development (TOD) Planning Grant
118	California State Grant – Housing Related Parks (HRP)
119	Community Oriented Policing Services (COPS) Safe Schools
120	Alcohol Beverage Control (ABC) Gra



SPECIAL REVENUE, CAPITAL, AND GRANT FUNDS

SUPPLEMENTAL LAW ENFORCEMENT FUNDS (SLEF)

FUND NO. 002

FUND OVERVIEW

Per the provisions of AB 3229, the supplemental law enforcement services fund and the supplemental law enforcement oversight committee was created in 1996. The committee was created by the Los Angeles Board of Supervisors and consists of one Municipal Chief, an L.A County Sheriff, a District Attorney, County Officer and a City Manager.

In the past, Cities and Counties received 75% of these funds relative to population and exclusively to provide front line law enforcement services including anti-gang and community gang prevention programs. During the current fiscal year, the City will use funds for community policing activities and to supplement Police overtime.

Fund: Supplemental Law Enforcement Services
Resp. Dept: Finance

Beginning Fund Balance:		21,049	30,532	70,071	96,867			96,867
REVENUES		2017	2018	2019	2020	As of	2020	2021
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
3500-0000	INTEREST INCOME	376	901	1,795	-	893	0%	
3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	(217)	(779)	1,254	-	(314)	0%	
3679-0000	COPS MORE	129,324	139,417	148,747	125,000	128,851	103%	125,000
3679-2206	SLESF	-	-	-	-		0%	
Total Revenue		129,483	139,539	151,796	125,000	129,430	104%	125,000
APPROPRIATIONS		2017	2018	2019	2020	As of	2020	2021
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
002-190-0000-4901	TRANSFER TO GENERAL FUND	120,000	100,000	125,000	125,000	62,500	50%	125,000
Transfers		120,000	100,000	125,000	125,000	62,500	50%	125,000
Total Appropriations		120,000	100,000	125,000	125,000	62,500	50%	125,000
ANNUAL SURPLUS/DEFICIT		9,483	39,539	26,796	-	66,930	0%	-
Ending Balance:		30,532	70,071	96,867	96,867			96,867



SPECIAL REVENUE, CAPITAL, AND GRANT FUNDS

PROPOSITION "A"

FUND NO. 007

FUND OVERVIEW

This fund is to account for receipts and approved Local Transit Fund projects from a voter approved sales tax override for public transportation purposes. The one percent sales tax was approved by the voters in November 1980. Twenty-five percent of total revenues, net administrative costs, are to be returned to local jurisdictions for local transit related projects. Distribution is done on a population-share basis. Projects must be approved by Metropolitan Transit Authority (Metro) in advance of spending Proposition "A" funds.

MAJOR PROJECTS/PROGRAMS

METRO ANNUAL PROJECTS BUDGET

PUBLIC WORKS:

- Trolley Transit: PCA Transit Contract
- Trolley Transit: Professional Services
- Trolley Transit: Trolley Repairs
- Trolley Transit: Trolley Fuel
- Marketing Supplies, Tools, Equipment, Maintenance
- Prop "A" Administration
- Prop "A" Administration: Cost Allocation

RECREATION & COMMUNITY SERVICES:

- Contractual Services
- MTA Bus Pass Sale
- Prop "A" Administration

Fund: Proposition A - Transit Fund
Resp. Dept: Public Works

Beginning Fund Balance:		113,962	65,048	54,921	73,604			45,883
APPROPRIATIONS		2017	2018	2019	2020	As of	2020	2021
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
3210-0000	SALES AND USE TAXES	448,119	457,621	491,583	497,710	252,199	51%	525,215
3500-0000	INTEREST INCOME	1,294	995	2,845	-	941	0%	
3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	(841)	(189)	1,287	-	(518)	0%	
3794-0000	DIAL-A-RIDE TICKETS	2,159	4,652	2,825	-	1,165	0%	
3794-3630	AQMD NATURAL GAS TROLLEYS	8,779	15,311	8,111	-	3,621	0%	
3796-0000	MTA BUS PASS SUBSIDY	7,812	7,866	6,634	-	3,351	0%	
Total Revenue		467,322	486,256	513,286	497,710	260,759	52%	525,215

APPROPRIATIONS		2017	2018	2019	2020	As of	2020	2021
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
007-313-0000-4101	SALARIES-PERMANENT EMPLOYEES	-	-	9,349	-	-	0%	-
007-440-0000-4101	SALARIES-PERMANENT EMPLOYEES	16,059	8,458	14,414	6,361	3,013	47%	6,800
007-440-0000-4120	O.A.S.D.I.	1,213	647	1,103	487	230	47%	510
007-440-0000-4124	RETIREMENT	-	-	-	778	366	47%	852
007-440-0000-4126	HEALTH INSURANCE	2,279	1,416	2,043	1,175	587	50%	1,374
007-440-0000-4128	DENTAL INSURANCE	137	105	176	97	48	50%	97
007-440-0000-4129	RETIREE HEALTH SAVINGS	-	57	163	60	30	50%	60
007-440-0000-4130	WORKER'S COMPENSATION INS.	976	134	228	293	48	16%	312
007-440-0000-4136	OPTICAL INSURANCE	42	20	36	18	9	50%	18
007-440-0000-4138	LIFE INSURANCE	84	84	32	9	5	50%	9
<i>Personnel Costs</i>		<i>20,788</i>	<i>10,921</i>	<i>27,543</i>	<i>9,278</i>	<i>4,337</i>	<i>47%</i>	<i>10,032</i>
007-190-0000-4480	COST ALLOCATION	27,277	28,412	29,935	31,453	14,409	46%	24,203
007-313-0000-4260	CONTRACTUAL SERVICES	131,804	132,457	134,000	149,000	40,987	28%	149,000
007-313-3630-4402	FUEL	15,569	7,542	4,141	28,000	704	3%	
007-440-0441-4220	TELEPHONE	1,669	1,611	1,673	1,700	741	44%	1,700
007-440-0441-4260	MTA BUS PASS SALES	14,386	14,687	12,412	16,000	4,264	27%	16,000
007-440-0442-4260	CONTRACTUAL SERVICES	280,000	286,200	269,280	270,000	117,767	44%	270,000
007-440-0443-4260	CONTRACTUAL SERVICES	24,742	14,554	15,619	20,000	5,890	29%	20,000
<i>Operations & Maintenance Costs</i>		<i>495,447</i>	<i>485,463</i>	<i>467,060</i>	<i>516,153</i>	<i>184,762</i>	<i>36%</i>	<i>480,903</i>
Total Appropriations		516,236	496,384	494,602	525,431	189,098	36%	490,935

ANNUAL SURPLUS/DEFICIT		(48,914)	(10,128)	18,684	(27,721)	71,661		34,280
Ending Balance:		65,048	54,921	73,604	45,883			80,163



SPECIAL REVENUE, CAPITAL, AND GRANT FUNDS

PROPOSITION "C" – TRANSIT DEVELOPMENT FUND

FUND NO. 008

FUND OVERVIEW

This fund accounts for receipt of a half-percent sales tax allocated by the Los Angeles County Metropolitan Transit Authority (MTA). These funds can only be used to reduce traffic congestion, improve air quality, improve the condition of streets and highways utilized by public transit, reduce foreign fuel dependence, or reduce the use of fossil fuels.

MAJOR PROJECTS/PROGRAMS

CAPITAL PROJECTS:

Street Resurfacing Projects

Fund: Proposition C - Transit Development Fund

Resp. Dept: Public Works

Beginning Fund Balance:		164,271	165,831	329,646	574,536			349,500
REVENUES		2017	2018	2019	2020	As of	2020	2021
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
3210-0000	SALES AND USE TAXES	371,999	379,268	407,755	412,838	209,201	51%	435,652
3500-0000	INTEREST INCOME	727	3,904	7,174	-	4,331	0%	
3508-0000	NET INC/DECR FAIR VAL INVESTMENT	(832)	(4,071)	5,887	-	(1,441)	0%	
Total Revenue		371,894	379,101	420,816	412,838	212,091	51%	435,652
APPROPRIATIONS		2017	2018	2019	2020	As of	2020	2021
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
008-311-0000-4101	SALARIES-PERMANENT EMPLOYEES	28,896	5,840	6,015	45,271	19,766	44%	45,271
008-311-0000-4103	WAGES-TEMPORARY & PART-TIME	-	-	-	-	-	0%	-
008-311-0000-4105	OVERTIME	-	-	-	-	-	0%	-
008-311-0000-4120	O.A.S.D.I.	1,561	1,038	-	3,443	1,512	44%	3,443
008-311-0000-4124	RETIREMENT	-	-	-	10,527	4,562	43%	10,527
008-311-0000-4126	HEALTH INSURANCE	-	-	-	11,136	5,568	50%	11,136
008-311-0000-4128	DENTAL INSURANCE	-	-	-	948	474	50%	948
008-311-0000-4130	WORKERS COMPENSATION INS.	-	3,310	-	6,339	2,811	44%	6,399
008-311-0000-4136	OPTICAL INSURANCE	-	-	-	289	145	50%	289
008-311-0000-4138	LIFE INSURANCE	-	-	-	68	33	49%	68
Personnel Costs		30,456	10,188	6,015	78,021	34,871	45%	78,080
008-190-0000-4480	COST ALLOCATION	31,266	20,352	23,306	29,012	13,254	46%	26,556
008-311-0000-4260	CONTRACTUAL SERVICES	95,000	-	-	-	-		-
008-313-0000-4260	CONTRACTUAL SERVICES	-	115,000	144,720	145,000	40,987	28%	145,000
Operations & Maintenance Costs		126,266	135,352	168,026	174,012	54,241	31%	171,556
008-190-0000-4901	TRANSFER TO GENERAL FUND	-	-	-	-	-		-
Transfers		-	-	-	-	-		-
008-311-0557-4600	GLENOAKS SAFE STREET HSIP	-	-	-	-	-		-
008-311-0560-4600	CAPITAL PROJECTS-ST. RESURFACING	213,612	36,450	-	-	-	0%	-
008-311-0562-4600	TRAFFIC SIGNALS ON GLENOAKS HWY	-	-	-	-	-	0%	-
008-311-6673-4600	GLENOAKS RESURFACING PROJECT	-	-	-	385,130	-		-
008-311-6676-4600	CALTRANS TCSP TRUMAN ST	-	33,296	1,885	711	641	90%	-
Capital Projects		213,612	69,746	1,885	385,841	641	0%	-
Total Appropriations		370,334	215,285	175,926	637,874	89,753	14%	249,636
ANNUAL SURPLUS/DEFICIT		1,560	163,815	244,890	(225,036)	122,338	-54%	186,016
Ending Balance:		165,831	329,646	574,536	349,500			535,515



SPECIAL REVENUE, CAPITAL, AND GRANT FUNDS

PROPOSITION "C" – DISCRETIONARY

FUND NO. 009

FUND OVERVIEW

This fund accounts for receipt of the discretionary portion (40%) of the half-cent sales tax allocated by the Los Angeles County Metropolitan Authority (Metro). These are typically awarded as grants through a competitive grant application to Metro.

MAJOR PROJECTS/PROGRAMS

CAPITAL PROJECTS:

Citywide Traffic Signal Synchronization Project

Fund: Prop "C" - Discretionary
Resp. Dept: Public Works

Beginning Fund Balance:		20,589	20,633	20,685	21,335			21,335
REVENUES		2017	2018	2019	2020	As of	2020	2021
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
	3500-0000 INTEREST INCOME	144	236	339	-	138	0%	
	3508-0000 NET INCR/DECR FAIR VAL INVESTMENT	(100)	(184)	311	-	(62)	0%	
	3686-0510 SIGNAL IMPROVEMENTS	-	-	-	775,376	-	0%	
Total Revenue		44	52	650	775,376	76	0%	-

REVENUES		2017	2018	2019	2020	As of	2020	2021
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
	009-190-0000-4901 TRANSFER TO GENERAL FUND	-	-	-	-	-	-	-
	<i>Transfers</i>	-	-	-	-	-	0%	-
	009-371-0510-4600 SIGNAL IMPROVEMENTS	-	-	-	775,376	-	-	-
	<i>Capital Projects</i>	-	-	-	775,376	-	0%	-
Total Appropriations		-	-	-	775,376	-	0%	-
ANNUAL SURPLUS/DEFICIT		44	52	650	-	76	0%	-
Ending Balance:		20,633	20,685	21,335	21,335			21,335



SPECIAL REVENUE, CAPITAL, AND GRANT FUNDS

CAPITAL GRANTS FUND

FUND NO. 010

FUND OVERVIEW

This section provides a consolidated look at grants funds received from several different funding sources to fund construction projects as well as capital improvements. The processing of Federal and State level grant applications and reimbursements are managed by Public Works.

MAJOR PROJECTS/PROGRAMS

- CalRecycle Rubberized Payment Grant Program: Street Resurfacing Program
- MSRC Grant: Pacoima Wash Bikeway Beautification Project
- ATP Grant: Pacoima Wash Bikeway Beautification Project
- HSIP Cycle 7 Grant: Glenoaks Resurfacing Project
- Safe Routes to School Grant (Cycles 1 & 2)
- HSIP Cycle 8 Grant: Traffic Signal Improvements
- Prop 1 Grant: SF Regional Park Infiltration System Project
- Prop C Grant: Citywide Traffic Signalization Project

Fund: Capital Grants Fund

Resp. Dept: Various

Beginning Fund Balance:		(327,987)	(177,627)	(711,478)	(125,302)			(555,427)
REVENUES		2017	2018	2019	2020	As of	2020	2021
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
3500-0000	INTEREST INCOME	-	-	-	-	-	0%	
3600-3621	COPS CHRP GRANT #2009RKWX0121	-	-	-	-	-	0%	
3600-3624	TIP LAE0127- SEC 5309 FTF CA040088	-	-	-	-	-	0%	
3600-3652	JAG RECOVERY ACT #09-0648-S5	-	-	-	-	-	0%	
3682-0350	CA BEV CNTNR & LTTR RCYCL GRNT	-	-	-	-	-	0%	
3683-3709	LA COUNTY PROP A	-	-	-	121,483	-	0%	-
3686-0510	SIGNAL IMPROVEMENTS	-	-	10,000	-	-	0%	
3686-0550	PACOIMA WASH BIKEWAY ATP CYCLE 3	-	-	-	973,000	-	0%	-
3686-0551	PACOIMA WASH BIKEWAY MSRC	-	-	-	354,000	-	0%	-
3686-0552	SAFE ROUTES TO SCHOOL CYCLE 1	-	-	-	994,124	-	0%	
3686-0553	SAFE ROUTES TO SCHOOL CYCLE 2	-	-	-	999,850	-	0%	
3686-0557	GLENOAKS SAFE ST IMPROV HSIP CYCLE	-	-	-	-	-	0%	
3686-0560	STREET RESURFACING	-	44,141	-	-	-	0%	
3686-0562	TRAFFIC SIGNALS GLENOAKS HSIP	-	-	-	1,096,000	-	0%	-
3686-0628	SF SAFE & ACTIVE ST IMPLEMENTATION PLA	-	-	-	141,680	-	0%	
3686-0687	CALTRANS SUST. TRANSPRT PLANNING GRT	116,473	26,797	-	-	-	0%	
3686-0716	UPPER RESERVOIR REPLACEMENT-DWR	-	-	-	5,000,000	-	0%	
3686-0763	STORMWATER INFILTRATION PROJECT	-	19	199,951	225,030	-	0%	
3686-0764	DWP STORMWATER INFILTRATION PROJECT	-	12,800	117,200	-	-	0%	
3686-0823	VISTA DEL VALLE SAFETY IMPROVEMENTS	-	37,509	-	-	-	0%	
3686-3636	SAFE ROUTES TO SCHOOL	531,462	-	-	-	-	0%	
3686-3665	PEDESTRAIN CT DWN SIGNALS HSIPL5202(01	15,710	40,000	-	-	-	0%	
3686-3697	CLEAN TRANS MSRC NO. ML 14062	-	-	325,679	-	-	0%	
3686-3699	ELECTRICAL VEHICLES CHARGING STATIONS	-	-	43,994	-	-	0%	
3686-6673	GLENOAKS RESURFACING PROJECT	-	-	-	1,380,000	-	0%	-
3686-6676	CALTRANS TCSP TRUMAN-ST. ENHANCEMEN	806	101,803	85,384	-	34,458	0%	
3686-6677	PLAINS ALL AMERICAN PIPELINE	-	-	-	251,000	-	0%	
3690-3614	NATL ARTS/HMNITIES YTH PROG #12770070	-	-	-	-	-	0%	
3690-3653	CA ARTS COUNCIL #AS-12-0606	-	-	-	-	-	0%	
3690-3693	NEA ARTS EDUCATION #12-5100-7024	-	-	-	-	-	0%	
3696-3449	"911" SECURITY UPGRADE	-	8,189	2,741	12,000	9,800	82%	-
3696-3604	BULLETPROOF VEST 2016	-	-	1,341	-	-	0%	
3696-3604	BVP 2016	-	12,878	-	-	-	0%	
3696-3622	UASI 2016	-	-	-	-	-	0%	
3696-3609	LOPEZ ADOBE CONSTRUCTION	-	-	-	-	-	0%	
3696-3634	AVOID THE 100 DUI CAMPAIGN #AL1343	-	-	-	-	-	0%	
3696-3641	COPS SAFE SCHOOLS	-	-	-	-	-	0%	
3696-3644	JAG 09 #09-2545	-	-	-	-	-	0%	
3696-3646	JAG 10 #DJ-BX-1541	-	-	-	-	-	0%	
3696-3662	UASI URBAN AREA SEC INITIRATIVE NO. C12!	53,000	-	20,598	-	-	0%	
3696-3678	NATIONAL ENDWNMNT FOR ARTS #11-5100	-	-	-	-	-	0%	
3696-3684	UASI 2015	-	23,098	45,452	-	-	0%	
3696-3711	HEALTH SF OPEN STREETS EVENT	-	148,800	-	144,000	-	0%	-
3940-3661	CNG FUELING STATION	2,708	975,892	197,255	-	-	0%	
3961-0000	TRANSFER FROM GAS TAX FUND	351	-	-	-	-	0%	
3970-0000	TRANSFER FROM GENERAL FUND	-	-	-	-	-	0%	
3979-0000	TRANSFER FROM PAVEMENT MGMT FUND	-	-	-	-	-	0%	
Total Revenue		720,510	1,431,925	1,049,595	11,692,167	44,258	0%	

Fund: Capital Grants Fund
Resp. Dept: Various

APPROPRIATIONS	2017	2018	2019	2020	As of	2020	2021
Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
Community Development Grants							
010-152-0000-4500 ELECTRIC VEHICLE REPLACEMENT	-	-	10,000	-	-	0%	-
<i>Total Community Development Grants</i>	-	-	10,000	-	-	0%	-
Police Grants							
010-220-3449-4370 9-1-1 EMERGENCY COMMUNICATIO	-	-	2,741	-	-	-	-
010-220-3449-4500 9-1-1 EMERGENCY COMMUNICATIO	6,120	2,069	9,800	12,000	-	-	-
010-220-3604-4500 BULLET PROOF VEST 2016	-	14,219	-	-	-	-	-
010-220-3621-4101 COPS CHRP GRANT #2009RKWX012	-	-	-	-	-	-	-
010-220-3621-4120 COPS CHRP GRANT #2009RKWX012	-	-	-	-	-	-	-
010-220-3621-4124 COPS CHRP GRANT #2009RKWX012	-	-	-	-	-	-	-
010-220-3621-4126 COPS CHRP GRANT #2009RKWX012	-	-	-	-	-	-	-
010-220-3621-4130 COPS CHRP GRANT #2009RKWX012	-	-	-	-	-	-	-
010-220-3604-4500 CAPITAL EQUIPMENT	-	-	-	-	-	-	-
010-220-3622-4500 CAPITAL EQUIPMENT	-	-	-	-	-	-	-
010-220-3634-4105 AVOID THE 100 DUI CAMPAIGN #AI	-	-	-	-	-	-	-
010-220-3634-4120 AVOID THE 100 DUI CAMPAIGN #AI	-	-	-	-	-	-	-
010-220-3634-4130 AVOID THE 100 DUI CAMPAIGN #AI	-	-	-	-	-	-	-
010-220-3641-4101 COPS SAFE SCHOOLS	-	-	-	-	-	-	-
010-220-3641-4105 COPS SAFE SCHOOLS	-	-	-	-	-	-	-
010-220-3641-4120 COPS SAFE SCHOOLS	-	-	-	-	-	-	-
010-220-3641-4124 COPS SAFE SCHOOLS	-	-	-	-	-	-	-
010-220-3641-4126 COPS SAFE SCHOOLS	-	-	-	-	-	-	-
010-220-3641-4128 COPS SAFE SCHOOLS	-	-	-	-	-	-	-
010-220-3641-4130 COPS SAFE SCHOOLS	-	-	-	-	-	-	-
010-220-3641-4136 OPTICAL INSURANCE	-	-	-	-	-	-	-
010-220-3641-4138 COPS SAFE SCHOOLS	-	-	-	-	-	-	-
010-220-3641-4220 COPS SAFE SCHOOLS	-	-	-	-	-	-	-
010-220-3641-4300 COPS SAFE SCHOOLS	-	-	-	-	-	-	-
010-220-3641-4370 COPS SAFE SCHOOLS	-	-	-	-	-	-	-
010-220-3644-4105 JAG 09 #09-2545	-	-	-	-	-	-	-
010-220-3646-4105 JAG 10 #DJ-BX-1541	-	-	-	-	-	-	-
010-220-3646-4120 JAG 10 #DJ-BX-1541	-	-	-	-	-	-	-
010-220-3646-4130 JAG 10 #DJ-BX-1541	-	-	-	-	-	-	-
010-220-3652-4105 OVERTIME	-	-	-	-	-	-	-
010-220-3652-4120 O.A.S.D.I.	-	-	-	-	-	-	-
010-220-3652-4130 WORKER'S COMPENSATION INS.	-	-	-	-	-	-	-
010-220-3662-4500 UASI URBAN AREA SEC INITIATIVE	-	-	20,598	-	-	-	-
010-220-3684-4500 UASI 2015	-	68,558	-	-	-	-	-
010-220-3685-4105 OFFICE OF TRAFFIC SAFETY GRT NO	-	-	-	-	-	-	-
010-220-3685-4120 OFFICE OF TRAFFIC SAFETY GRT NO	-	-	-	-	-	-	-
010-220-3685-4130 OFFICE OF TRAFFIC SAFETY GRT NO	-	-	-	-	-	-	-
010-220-3685-4370 OFFICE OF TRAFFIC SAFETY GRT NO	-	-	-	-	-	-	-
010-220-3695-4103 WAGES-TEMPORARY & PART-TIME	-	-	-	-	-	-	-
010-220-3695-4105 OFFICE OF TRAFFIC SAFETY #20423	-	-	-	-	-	-	-
010-220-3695-4120 OFFICE OF TRAFFIC SAFETY #20423	-	-	-	-	-	-	-
010-220-3695-4130 OFFICE OF TRAFFIC SAFETY WRKRS	-	-	-	-	-	-	-
010-220-3695-4300 DEPARTMENT SUPPLIES	-	-	-	-	-	-	-
010-220-3713-4103 ALCOHOLIC BEVERAGE CONTROL	-	-	-	-	-	-	-
010-220-3713-4105 ABC-OVERTIME	-	-	-	-	-	-	-
010-220-3713-4120 ABC-O.A.S.D.I.	-	-	-	-	-	-	-
010-220-3713-4130 ABC-WORKERS COMPENSATION	-	-	-	-	-	-	-
010-220-3713-4300 ABC - SUPPLIES	-	-	-	-	-	-	-
010-220-3713-4360 ABC - PERSONNEL TRAINING	-	-	-	-	-	-	-
010-220-3713-4500 ABC - CAPITAL	-	-	-	-	-	-	-
<i>Total Police Grants</i>	6,120	84,846	33,139	12,000	-	-	-

Fund: Capital Grants Fund
Resp. Dept: Various

APPROPRIATIONS (Cont.)	2017	2018	2019	2020	As of	2020	2021
Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
Public Works Grants							
010-310-0687-4270 CALTRANS SUST TRANSPRT PLANNI	128,331	6,179	-	-			
010-310-0763-4600 STORMWATER INFILTRATION PROJI	-	25,581	244,409	543,181	-	0%	-
010-310-0764-4600 DWP STORMWATER INFILTRATION	-	12,800	117,200	111,974	-	0%	-
010-310-3661-4101 CNG FUELING STATION	12,449	-	-	-		0%	-
010-310-3661-4120 CNG FUELING STATION	947	-	-	-		0%	-
010-310-3661-4130 CNG FUELING STATION	1,658	-	-	-		0%	-
010-310-3661-4600 CNG FUELING STATION	65,370	1,061,565	46,213	-		0%	-
010-311-0550-4600 PACOIMA WASH BIKEWAY ATP	-	-	-	973,000	-	0%	-
010-311-0551-4600 PACOIMA WASH BIKEWAY MSRC	-	-	-	354,000	-	0%	-
010-311-0552-4600 SAFE ROUTES TO SCHOOL CYCLE 1	-	-	-	994,124	-	0%	-
010-311-0553-4600 SAFE ROUTES TO SCHOOL CYCLE 2	-	-	-	999,850	-	0%	-
010-311-0560-4600 STREET RESURFACING PROGRAM	-	44,141	-	-	-	0%	-
010-311-0562-4600 TRAFFIC SIGNALS GLENOAKS HSIP	-	-	-	1,096,000	-	0%	-
010-311-0628-4600 SF SAFE & ACTIVE ST IMPLEMENTATION PLAN	-	-	-	141,680			
010-311-0823-4600 VISTA DEL VALLE IMPROV	-	37,509	-	-	-	0%	-
010-311-6673-4600 GLENOAKS RESURFACING PROJECT	-	-	182	1,380,000	844	0%	-
010-311-6676-4270 PROFESSIONAL SERVICES	-	3,418	722	-	20	0%	-
010-311-6676-4600 CAPITAL PROJECTS	-	221,645	-	-	-	0%	-
010-311-6677-4600 PLAINS ALL AMERICAN PIPELINE	-	-	-	251,000		0%	-
010-320-3697-4600 CLEAN TRANSP MSRC #ML14062	32,077	274,521	11,553	-	-	0%	-
010-335-3699-4600 ELECTRICAL VEHICLE CHARGING ST,	-	43,994	-	-	-	0%	-
010-370-3636-4600 SAFE ROUTES TO SCHOOL	270,470	-	-	-		0%	-
010-370-3636-4101 SAFE ROUTES TO SCHOOL	1,346	-	-	-		0%	-
010-370-3636-4120 SAFE ROUTES TO SCHOOL	102	-	-	-		0%	-
010-370-3636-4130 SAFE ROUTES TO SCHOOL	98	-	-	-		0%	-
010-371-0510-4600 SIGNAL IMPROVEMENTS	-	-	-	-	-	0%	-
010-371-3665-4101 PEDESTRIAN CT DWN SIGNALS HSIF	362	-	-	-			
010-371-3665-4120 PEDESTRIAN CT DWN SIGNALS HSIF	28	-	-	-			
010-371-3665-4126 PEDESTRIAN CT DWN SIGNALS HSIF	4	-	-	-			
010-371-3665-4128 PEDESTRIAN CT DWN SIGNALS HSIF	1	-	-	-			
010-371-3665-4130 PEDESTRIAN CT DWN SIGNALS HSIF	26	-	-	-			
010-371-3665-4136 PEDESTRIAN CT DWN SIGNALS HSIF	1	-	-	-			
010-371-3665-4270 PROFESSIONAL SERVICES	4,710	777	-	-	-	#DIV/0!	-
010-371-3665-4270 PROFESSIONAL SERVICES	46,049	-	-	-			
010-385-0716-4600 UPPER RESERVOIR REPL-DWR				5,000,000			
Total Public Works Grants	564,030	1,732,130	420,280	11,844,809	864	0%	-
Recreation and Community Service Grants							
010-420-3711-4260 HEALTHY SF OPEN ST EVENT	-	148,800	-	144,000			-
010-422-3709-4600 LAS PALMAS PARK FACILITY IMPROV	-	-	-	121,483			-
010-422-3750-4260 CONGREGATE MEALS C1 COUNTY A	-	-	-	-	-	-	-
010-422-3750-4270 CONGREGATE MEALS C1CONTRIBU	-	-	-	-	-	-	-
010-422-3750-4300 CONGREGATE MEALS C1 CONTRIBL	-	-	-	-	-	-	-
010-422-3752-4260 HOME DELIVERED MEALS C2 COUN	-	-	-	-	-	-	-
010-422-3752-4270 HOME DELIVERED MEALS C2 CONTI	-	-	-	-	-	-	-
010-422-3752-4300 HOME DELIVERED MEALS C2 CONTI	-	-	-	-	-	-	-
010-422-3752-4390 HOME DELIVERED MEALS C2 CONTI	-	-	-	-	-	-	-
010-422-3753-4101 TITLE III-B TELEPHONE REASSURAN	-	-	-	-	-	-	-
Total Recreation and Community Service Grants	-	148,800	-	265,483	-	-	-
Total Appropriations	570,150	1,965,776	463,420	12,122,292	864	0%	-
ANNUAL SURPLUS/DEFICIT	150,360	(533,851)	586,175	(430,125)	43,394		-
Ending Balance:	(177,627)	(711,478)	(125,302)	(555,427)			(555,427)



SPECIAL REVENUE, CAPITAL, AND GRANT FUNDS

STATE GAS TAX FUND

FUND No. 011

FUND OVERVIEW

This fund is used to account for maintenance work and capital projects associated with impacts from motor vehicle travel in the City. It is also used for capital improvements requiring matching funds for Federal funding (TEA-3) eligibility. The use of these funds is restricted by Article XIX of the California State Constitution and by Streets and Highways Code Section 2101. All Motor Vehicle Fuel Tax funds allocated from the Highway Users Tax Account must be expended for the following: (a) The research, planning, construction, improvement, maintenance, and operation of public streets and highways (and their related public facilities for non-motorized traffic), including the mitigation of their environmental effects, the payment for property taken or damaged for such purposes, and the administrative costs necessarily incurred in the foregoing purposes.

MAJOR PROJECTS/PROGRAMS

- Street sweeping contract
- Parkway tree trimming contract
- Street maintenance activities

Fund: State Gas Tax Fund
Resp. Dept: Public Works

Beginning Fund Balance:		17,359	13,726	66,482	41,727			(52,771)
REVENUES	Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
3500-0000	INTEREST INCOME	-	-	-	-			
3610-0000	GAS TAX ALLOCATION SECT 2105	137,849	132,877	142,161	136,866	70,023	51%	127,211
3611-0000	GAS TAX ALLOCATION SECT 2106	85,197	84,601	78,117	85,613	42,344	49%	79,566
3612-0000	GAS TAX ALLOCATION SECT 2107	174,770	172,932	169,755	179,725	85,736	48%	158,893
3613-0000	GAS TAX ALLOCATION SECTION 2103	65,480	95,354	82,189	209,823	103,791	49%	183,339
3615-0000	GAS TAX ALLOCATION SECT 2107.5	5,000	5,000	5,000	5,000	5,000	100%	5,000
3619-0000	PROP 1B BOND	-	-	-	-	-	0%	
36XX-0000	ROAD MAINTENANCE & REHABILITATION	-	-	-	-	-	0%	
3670-0000	TRANSFER FROM GENERAL FUND	-	-	-	-	-	0%	
3900-0000	OTHER REVENUE	-	-	-	-	-	0%	
3901-0000	MISC REVENUE	-	-	-	-	-	0%	
3917-0000	TRAFFIC CONGESTION RELIEF	-	27,836	27,744	27,744	-	0%	28,013
Total Revenue		468,296	518,600	504,965	644,771	306,895	48%	582,022
APPROPRIATIONS	Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
011-311-0000-4101	SALARIES-PERMANENT EMPLOYEES	21,632	420	-	-	25	0%	-
011-311-0000-4105	OVERTIME	1,654	-	426	-	240	0%	-
011-311-0000-4120	O.A.S.D.I.	1,772	32	33	-	20	0%	-
011-311-0000-4126	HEALTH INSURANCE	9,692	-	-	-	-	0%	-
011-311-0000-4128	DENTAL INSURANCE	535	-	-	-	-	0%	-
011-311-0000-4130	WORKER'S COMPENSATION INS.	3,292	59	61	-	38	0%	-
011-311-0000-4136	OPTICAL INSURANCE	96	-	-	-	-	-	-
<i>Personnel Costs</i>		<i>38,673</i>	<i>511</i>	<i>519</i>	<i>-</i>	<i>323</i>	<i>-</i>	<i>-</i>
011-190-0000-4480	COST ALLOCATION	62,325	31,750	22,054	25,464	11,425	45%	11,885
011-311-0000-4260	CONTRACTUAL SERVICES	212,471	247,003	249,560	265,000	97,218	37%	265,000
011-311-0000-4270	PROFESSIONAL SERVICES	2,365	2,260	2,445	-	-	0%	-
011-311-0558-4260	CITYWIDE STREET REPAIR	4,300	-	-	-	-	0%	-
011-371-3665-4270	PROFESSIONAL SERVICES	8,211	86	-	-	-	0%	-
011-311-7510-4300	NORTH MACLAY STREETSCAPE	-	-	-	-	-	0%	-
<i>Operations & Maintenance Costs</i>		<i>289,673</i>	<i>281,099</i>	<i>274,059</i>	<i>290,464</i>	<i>108,643</i>	<i>37%</i>	<i>276,885</i>
011-190-0000-4901	TRANSFER TO GENERAL FUND	99,164	184,234	254,642	273,805	136,902	50%	245,000
011-190-0000-4910	TRANSFER TO GRANT FUND	351	-	-	-	-	-	-
<i>Transfers</i>		<i>99,515</i>	<i>184,234</i>	<i>254,642</i>	<i>273,805</i>	<i>136,902</i>	<i>50%</i>	<i>245,000</i>
011-311-0000-4600	CAPITAL PROJECTS	2,420	-	-	-	-	-	-
011-311-0178-4600	CAPITAL PROJECTS	-	-	-	-	-	-	-
011-311-0558-4600	CITYWIDE STREET REPAIR	41,615	-	-	-	-	-	-
011-311-0560-4600	CITYWIDE STREET REPAIR	-	-	-	175,000	-	-	-
011-311-7510-4600	NORTH MACLAY STREETSCAPE	33	-	500	-	-	-	-
<i>Capital Projects</i>		<i>44,069</i>	<i>-</i>	<i>500</i>	<i>175,000</i>	<i>-</i>	<i>-</i>	<i>-</i>
Total Appropriations		471,929	465,844	529,720	739,269	245,868	33%	521,885
ANNUAL SURPLUS/DEFICIT		(3,633)	52,756	254,642	(94,498)	61,027		60,137
Ending Balance:		13,726	66,482	41,727	(52,771)			7,366



SPECIAL REVENUE, CAPITAL, AND GRANT FUNDS

MEASURE "R" FUND

FUND NO. 012

FUND OVERVIEW

In November 2008, Measure "R" was approved by the State's voters committing a projected \$40 billion to traffic relief and transportation upgrades throughout the County over the next 30 years. The City receives these funds as an ongoing annual allotment, which is used for city street related maintenance and capital projects.

In Fiscal Year 2015-2016, the City leveraged the annual Measure R allocation by participating in the Total Roads Improvement Program ("TRIP"). Consequently, in Fiscal Year 2016-2017, the City received approximately \$2.5 million for street improvement projects in major transit corridors throughout the City. The annual debt service is secured by, and will be paid from, annual Measure R revenue through 2039. The City pledged approximately 67% of projected annual Measure R revenue, so there will still be some funding remaining for smaller projects.

MAJOR PROJECTS/PROGRAMS

- Total Road Improvement Program (TRIP) Repair and Improvement Projects
 - Glenoaks Resurfacing Project
 - Pacoima Wash Bikeway Project
 - Safe Routes to School Cycles 1&2

Fund: Measure R
Resp. Dept: Public Works

Beginning Fund Balance:		3,641,834	3,316,391	2,595,858	2,613,644			365,936
REVENUES		2017	2018	2019	2020	As of	2020	2021
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
3210-0000	SALES AND USE TAXES	278,844	284,304	305,904	309,662	156,793	51%	326,773
3500-0000	INTEREST INCOME	5,043	3,978	13,666	-	5,854	0%	-
3500-3556	INTEREST INCOME-WILMINGTON TRUST	8,647	27,914	37,111	-	17,121	0%	-
3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	(3,711)	1,399	3,101	-	(2,452)	0%	-
3946-0000	COP PROCEEDS	-	-	-	-	-	0%	-
3948-0000	PREMIUM ON BONDS	-	-	-	-	-	0%	-
3970-0000	TRANSFER FROM GENERAL FUND	-	-	-	-	-	0%	-
Total Revenue		288,823	317,595	359,782	309,662	177,316	57%	326,773

APPROPRIATIONS		2017	2018	2019	2020	As of	2020	2021
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
012-310-0000-4101	SALARIES-PERMANENT EMPLOYEE	19,519	-	-	-	-	-	-
012-310-0000-4120	O.A.S.D.I.	1,486	-	-	-	-	-	-
012-310-0000-4126	HEALTH INSURANCE	4,536	-	-	-	-	-	-
012-310-0000-4128	DENTAL INSURANCE	557	-	-	-	-	-	-
012-310-0000-4130	WORKERS COMPENSATION INS.	298	-	-	-	-	-	-
012-310-0000-4136	OPTICAL INSURANCE	100	-	-	-	-	-	-
012-311-0000-4101	SALARIES-PERMANENT EMP	568	-	-	-	-	-	-
012-311-0000-4120	O.A.S.D.I.	43	-	-	-	-	-	-
012-311-0000-4130	WORKERS COMPENSATION INS.	41	-	-	-	-	-	-
012-311-0560-4101	STREET RESURFACING PROGRAM	2,542	-	-	-	-	-	-
012-311-0560-4120	STREET RESURFACING PROGRAM	195	-	-	-	-	-	-
012-311-0560-4126	HEALTH INSURANCE	7	-	-	-	-	-	-
012-311-0560-4128	DENTAL INSURANCE	2	-	-	-	-	-	-
012-311-0560-4130	STREET RESURFACING PROGRAM	185	-	-	-	-	-	-
<i>Personnel Costs</i>		<i>30,080</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
012-190-0000-4265	ADMINISTRATIVE EXPENSE	13,892	3,877	3,872	-	-	-	-
012-310-0000-4270	PROFESSIONAL SERVICES	-	-	-	-	-	-	-
012-310-0000-4410	BOND INTEREST	114,942	96,988	94,588	97,000	46,019	-	88,638
012-310-0000-4420	BOND PRINCIPAL	65,000	80,000	85,000	80,000	-	-	90,000
<i>Operations & Maintenance Costs</i>		<i>193,834</i>	<i>180,865</i>	<i>183,459</i>	<i>177,000</i>	<i>46,019</i>	<i>-</i>	<i>178,638</i>
012-311-0551-4600	PACOIMA WASH BIKEWAY PROJEC	-	-	-	400,000	-	-	-
012-311-0552-4600	SAFE ROUTES TO SCHOOL CYCLE 1	-	109,865	33,071	182,821	-	-	-
012-311-0553-4600	SAFE ROUTES TO SCHOOL CYCLE 2	-	81,704	43,640	271,063	-	-	-
012-311-0558-4600	CITY WIDE STREET REPAIR PROJEC	22,401	-	-	-	-	-	-
012-311-0560-4600	STREET RESURFACING	313,885	474,908	-	610,130	-	-	-
012-311-0562-4600	HSIP CYCLE 8 TRAFFIC SIGNAL IMPR H807046	-	-	-	60,000	-	-	-
012-311-0565-4600	GLENOAKS BRIDGE FENCING	-	-	-	42,000	-	-	-
012-311-3636-4600	SAFE ROUTES TO SCHOOL PROJEC	48,838	-	-	-	-	-	-
012-311-6673-4600	GLENOAKS RESURFACING PROJEC	5,228	190,786	66,825	814,356	2,795	-	-
012-311-6674-4600	BRIDGE PREVENTIVE MAINT.	-	-	15,000	-	-	-	-
<i>Capital Projects</i>		<i>390,352</i>	<i>857,263</i>	<i>158,536</i>	<i>2,380,370</i>	<i>2,795</i>	<i>-</i>	<i>-</i>
Total Appropriations		614,266	1,038,128	341,996	2,557,370	48,813	2%	178,638
ANNUAL SURPLUS/DEFICIT		(325,443)	(720,534)	17,786	(2,247,708)	\$ 128,503		148,135
Ending Balance:		3,316,391	2,595,858	2,613,644	365,936			514,071



SPECIAL REVENUE, CAPITAL, AND GRANT FUNDS

TRAFFIC SAFETY FUND

FUND NO. 013

FUND OVERVIEW

This fund accounts for certain receipts from traffic fines levied by local courts that are restricted for certain uses as required by Section 1463 of the California Penal Code. The funds are transferred to the General Fund for traffic safety purposes and the remainder are used by Public Works for traffic safety and other authorized expenditures including, but not limited to, street markings, traffic signal maintenance and repairs, and pothole repairs.

Fund: Traffic Safety Fund
Resp. Dept: Public Works

Beginning Fund Balance:		623	-	(4,780)	(2,116)			7,884
REVENUES		2017	2018	2019	2020	As of	2020	2021
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
3410-0000 VEHICLE CODE FINES		14,124	10,220	12,664	10,000	2,760	28%	10,000
Total Revenue		14,124	10,220	12,664	10,000	2,760	28%	10,000
APPROPRIATIONS		2017	2018	2019	2020	As of	2020	2021
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
013-190-0000-4901 TRANSFER TO GENERAL FUND		14,747	15,000	10,000	-	-	-	-
Transfers		14,747	15,000	10,000	-	-	-	-
Total Appropriations		14,747	15,000	10,000	-	-	-	-
ANNUAL SURPLUS/DEFICIT		(623)	(4,780)	2,664	10,000	2,760		10,000
Ending Balance:		-	(4,780)	(2,116)	7,884			17,884



SPECIAL REVENUE, CAPITAL, AND GRANT FUNDS

CASH IN-LIEU OF PARKING FUND

FUND NO. 014

FUND OVERVIEW

This fund accounts for payment to the City by developers or property owners in lieu of providing the amount of parking required by the City's zoning ordinance. These funds can be used for capital expenditures related to public parking assets.

Funds will continue to accumulate until an appropriate project is identified by the City.

Fund: Cash In-lieu of Parking
Resp. Dept: Public Works

Beginning Fund Balance:		271,672	271,672	433,807	442,128			442,128
REVENUES		2017	2018	2019	2020	As of	2020	2021
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
3500-0000 INTEREST INCOME		-	6,477	7,027	-	2,856		-
3850-0000 OFF STREET PARKING SPACES		-	155,658	1,294	-	(1,294)		-
Total Revenue		-	162,135	8,321	-	1,562	-	-
APPROPRIATIONS		2017	2018	2019	2020	As of	2020	2021
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
014-311-0000-4600 CAPITAL PROJECTS		-	-	-	-	-	-	-
<i>Capital Projects</i>		-	-	-	-	-	-	-
Total Appropriations		-	-	-	-	-	-	-
ANNUAL SURPLUS/DEFICIT		-	162,135	8,321	-	1,562	-	-
Ending Balance:		271,672	433,807	442,128	442,128			442,128



SPECIAL REVENUE, CAPITAL, AND GRANT FUNDS

LOCAL TRANSPORTATION FUND (SB 325)

FUND NO. 015

FUND OVERVIEW

The Transportation Development Act (TDA) of 1971 provides funding for transit and non-transit related purposes that comply with regional transportation plans. TDA funds consist of the Local Transportation Fund (LTF), which is derived from a 1/4 cent of the general sales tax collected statewide and the State Transit Assistance fund (STA), which is derived from the statewide sales tax on gasoline and diesel fuel. Funds are annually allocated by the Metropolitan Transit Authority (MTA) and will be used for sidewalk improvements during the fiscal year.

MAJOR PROJECTS/PROGRAMS

- Sidewalk Repair Project

Fund: Local Transportation Fund

Resp. Dept: Public Works

Beginning Fund Balance:		-	1	-	1			1
REVENUES	Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
3500-0000	INTEREST INCOME	-	-	195	-	(49)		
3695-0866	SIDEWALK REPAIR PROJECT	11,635	5,313	16,611	17,761	-		18,911
Total Revenues		11,635	5,313	16,806	17,761	(49)	-	18,911
APPROPRIATIONS	Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
015-190-0000-4480	COST ALLOCATION	-	-	-	-			
	<i>Operations & Maintenance Costs</i>	-	-	-	-	-	-	-
015-190-0000-4901	TRANSFER TO GENERAL FUND	-	-	-	-	-	-	-
	<i>Transfers</i>	-	-	-	-	-	-	-
015-310-0000-4600	CAPITAL PROJECTS	-	-	14,811	-	-		-
015-310-0866-4600	CP-SIDEWALK REPAIR PROJECT	11,634	5,314	1,994	17,761	3,672	21%	18,912
	<i>Capital Projects</i>	11,634	5,314	16,805	17,761	3,672	21%	18,912
Total Appropriations		11,634	5,314	16,805	17,761	3,672	21%	18,912
ANNUAL SURPLUS/DEFICIT		1	(1)	-	-	(3,721)		(1)
Ending Balance:		1	-	1	1			-



SPECIAL REVENUE, CAPITAL, AND GRANT FUNDS

AIR QUALITY MANAGEMENT DISTRICT (AQMD) FUND

FUND NO. 016

FUND OVERVIEW

This fund is used to account for South Coast Air Quality Management District (SCAQMD) revenues received by the City. Per AB 2766 (1990), a portion of the State Department of Motor Vehicle registration fee (\$4 per vehicle) is distributed to 89 cities in Los Angeles County. Thirty percent of fees collected are kept by the SCAQMD while 40% are distributed to cities. These funds may be used for various programs to reduce air pollution.

MAJOR PROJECTS/PROGRAMS

- Purchase low emission City vehicles

Fund: Air Quality Management District Fund
Resp. Dept: Public Works

Beginning Fund Balance:		195,651	131,074	105,473	62,885			85,595
REVENUES		2017	2018	2019	2020	As of	2020	2021
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
3500-0000	INTEREST INCOME	951	1,100	1,260	-	383		
3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	(687)	(848)	1,455	-	(235)		
3605-0000	MOTOR VEHICLE IN-LIEU TAX	31,329	31,276	31,910	30,000	8,082	27%	30,000
3901-0000	MISCELLANEOUS REVENUE	-	-	4,500	-			
3910-0000	SALE OF PROPERTY & EQUIPMENT	-	-	1,580	-			
Total Revenues		31,593	31,528	40,705	30,000	8,230	27%	30,000
APPROPRIATIONS		2017	2018	2019	2020	As of	2020	2021
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
016-152-0000-4500	CAPITAL EQUIPMENT	-	-	24,177	-			
016-225-0000-4500	CAPITAL EQUIPMENT	-	-	42,710	7,290	6,369	87%	-
016-310-3661-4270	PROFESSIONAL SERVICES	-	-	-	-			
016-310-3661-4500	CAPITAL EQUIPMENT	-	50,106	-	-			
016-310-3661-4600	CAPITAL PROJECTS	-	7,023	16,407	-			
016-311-0000-4500	CAPITAL EQUIPMENT	48,087	-	-	-			
016-371-0000-4500	CAPITAL EQUIPMENT	48,083	-	-	-			
<i>Capital Projects</i>		<i>96,170</i>	<i>57,129</i>	<i>83,293</i>	<i>7,290</i>	<i>6,369</i>	<i>87%</i>	<i>-</i>
Fund Total Appropriations		96,170	57,129	83,293	7,290	6,369	87%	-
ANNUAL SURPLUS/DEFICIT		(64,577)	(25,601)	(42,588)	22,710	1,861		30,000
Ending Balance:		131,074	105,473	62,885	85,595			115,595



SPECIAL REVENUE, CAPITAL, AND GRANT FUNDS

SELF-SUSTAINING RECREATIONAL ACTIVITIES

FUND NO. 017

FUND OVERVIEW

The Self-sustaining Recreational Activities fund accounts for part-time staff salaries, equipment and supplies, and contracted instructor salaries for recreation programs and activities that generate revenue through user fees. Programs accounted for in this fund include, but are not limited to, sports leagues, day camp, exercise & dance classes, karate, and other fee based programs/activities.

MAJOR PROJECTS/PROGRAMS

- Additional Youth and Adult Recreation Programs

Fund: Self Sustaining Recreation Programs
Resp. Dept: Recreation & Community Services

Beginning Fund Balance:		61,056	41,185	46,851	49,449			41,767
REVENUES		2017	2018	2019	2020	As of	2020	2021
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
3699-0000	MISCELLANEOUS REIMBURSEMENTS	-	-	-	-	-	0%	-
3770-1295	AFTER SCHOOL COMM ENRICHMENT	-	-	-	-	-	0%	-
3770-1322	SENIOR AEROBICS	7,214	8,005	4,337	7,500	3,624	48%	7,500
3770-1323	SENIOR MUSIC	3,240	2,600	2,995	2,000	1,780	89%	2,000
3770-1326	KARATE	9,590	7,851	7,730	9,600	5,078	53%	9,600
3770-1327	TENNIS/PICKLEBALL	-	-	60	2,000	-	0%	2,000
3770-1328	YOUTH SPORTS	30,634	26,753	27,034	28,000	5,575	20%	28,000
3770-1329	YOUTH FLAG FOOTBALL	-	-	-	-	-	0%	-
3770-1332	YOUTH SOCCER	-	-	481	-	315	0%	-
3770-1333	ADULT BASKETBALL	-	-	-	-	-	0%	-
3770-1334	ADULT SOFTBALL	17,733	7,346	8,893	14,000	4,780	34%	14,000
3770-1335	SNACK BAR	-	-	-	-	-	0%	-
3770-1336	BOXING	-	-	-	-	-	0%	-
3770-1337	AEROBICS	12,682	7,519	9,880	14,000	5,664	40%	14,000
3770-1338	SWIM LESSONS	-	-	-	-	-	0%	-
3770-1339	LINE DANCE CLASS	671	757	698	500	300	60%	500
3770-1340	SOCCER SCHOOL	60	-	-	-	-	0%	-
3770-1343	ART RECREATION CLASSES	4,069	4,251	3,366	3,534	256	7%	3,534
3770-1355	VETERANS PROGRAM	-	-	-	-	1,635	0%	-
3770-1362	FOLK DANCE	3,631	3,794	5,133	3,000	1,722	57%	3,000
3770-1364	AZTEC DANCE	170	130	34	200	160	80%	200
3770-1387	CONCERTS	-	-	108	-	-	0%	-
3770-1393	DAY CAMP TEENS FUNDRAISERS	-	125	-	-	15	0%	-
3770-1395	5K RUNNING RACE	9,287	4,734	8,549	9,300	4,959	53%	9,300
3770-1396	FOUNDATION-PARK & REC PROGRAM	-	-	-	-	-	0%	-
3770-1399	PARK REC PROG-DAY CAMP PROGRAM	99,678	107,210	97,941	85,000	65,151	77%	85,000
Total Revenues		198,659	181,075	177,239	178,634	101,015	57%	178,634

APPROPRIATIONS		2017	2018	2019	2020	As of	2020	2021
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
017-420-0000-4101	SALARIES-PERMANENT EMPLOYEE	84	537	2,160	-	674	0%	-
017-420-0000-4103	WAGES-TEMPORARY & PART-TIME	5,101	300	300	66,705	150	0%	66,705
017-420-0000-4105	OVERTIME	20	-	-	-	63	0%	-
017-420-0000-4120	O.A.S.D.I.	398	64	188	-	-	0%	5,103
017-420-0000-4124	RETIREMENT	-	-	-	3,609	190	5%	3,609
017-420-0000-4126	HEALTH INSURANCE	2,535	3,868	3,849	4,019	2,009	50%	4,019
017-420-0000-4128	DENTAL INSURANCE	179	632	632	-	316	0%	-
017-420-0000-4130	WORKER'S COMPENSATION INS.	378	61	179	2,256	60	3%	2,256
017-420-0000-4136	OPTICAL INSURANCE	30	107	107	-	54	0%	-
017-420-0000-4138	LIFE INSURANCE	-	-	20	-	169	0%	128
017-420-1371-4101	SALARIES-PERMANENT EMPLOYEE	-	-	78	-	-	0%	-
017-420-1399-4101	DAY CAMP-SALARIES PERM. EMP.	1	-	667	-	-	0%	-
017-420-1399-4103	DAY CAMP WAGES-TEMP & P/T	69,768	71,357	70,335	-	-	0%	-
017-420-1399-4105	DAY CAMP OVERTIME	-	-	81	-	-	0%	-
017-420-1399-4120	DAY CAMP-O.A.S.D.I.	5,337	5,459	5,438	5,103	-	0%	-
017-420-1399-4126	DAY CAMP HEALTH INS.	-	-	-	80	-	0%	-
017-420-1399-4130	DAY CAMP-WRKRS. COMP. INS.	4,958	5,068	5,168	2,256	-	0%	-
017-420-1399-4138	DAY CAMP-LIFE INS.	-	-	-	128	-	0%	-
Personnel Costs		88,789	87,527	89,214	84,156	3,685	4%	81,819

Fund: Self Sustaining Recreation Programs
Resp. Dept: Recreation & Community Services

Beginning Fund Balance:		61,056	41,185	46,851	49,449			41,767
APPROPRIATIONS (cont.)		2017	2018	2019	2020	As of	2020	2021
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
017-420-1322-4260	CONTRACTUAL SERVICES	5,655	8,845	5,480	7,000	3,460	49%	7,000
017-420-1322-4300	DEPARTMENT SUPPLIES	82	173	131	500	61	12%	500
017-420-1323-4260	CONTRACTUAL SERVICES	2,460	2,777	2,520	2,760	1,020	37%	2,760
017-420-1326-4260	CONTRACTUAL SERVICES	7,290	6,450	5,910	7,600	3,300	43%	7,600
017-420-1327-4260	CONTRACTUAL SERVICES	-	-	-	-	-	0%	1,500
017-420-1327-4300	DEPARTMENT SUPPLIES	-	-	873	-	-	0%	500
017-420-1328-4260	CONTRACTUAL SERVICES	12,511	11,242	11,020	16,000	5,894	37%	16,000
017-420-1328-4300	DEPARTMENT SUPPLIES	10,154	10,395	5,552	7,000	3,687	53%	7,000
017-420-1332-4260	CONTRACTUAL SERVICES	660	-	567	3,000	-	0%	3,000
017-420-1332-4300	DEPARTMENT SUPPLIES	-	-	-	1,000	-	0%	1,000
017-420-1334-4260	CONTRACTUAL SERVICES	105	390	304	500	32	6%	500
017-420-1334-4300	DEPARTMENT SUPPLIES	4,289	2,943	2,575	4,500	2,234	50%	4,500
017-420-1337-4260	CONTRACTUAL SERVICES	11,332	9,429	13,148	12,000	7,713	64%	10,500
017-420-1337-4300	AEROBICS-DEPARTMENT SUPPLIES	2,890	252	173	2,000	132	7%	1,500
017-420-1338-4300	DEPARTMENT SUPPLIES	-	-	-	-	-	0%	-
017-420-1339-4260	CONTRACTUAL SERVICES	497	525	483	350	-	0%	350
017-420-1340-4260	CONTRACTUAL SERVICES	-	-	-	-	-	0%	-
017-420-1343-4260	CONTRACTUAL SERVICES	2,820	3,255	2,875	3,300	400	12%	3,300
017-420-1343-4300	DEPARTMENT SUPPLIES	367	415	143	500	-	0%	500
017-420-1362-4260	CONTRACTUAL SERVICES	2,804	2,898	3,885	3,250	756	23%	3,250
017-420-1395-4260	CONTRACTUAL SERVICES	2,563	3,764	1,189	500	250	50%	500
017-420-1395-4300	DEPARTMENT SUPPLIES	10,010	5,533	13,785	9,500	9,988	105%	9,500
017-420-1396-4260	CONTRACTUAL SERVICES	31,858	1,094	-	700	-	0%	700
017-420-1396-4300	DEPARTMENT SUPPLIES	-	-	-	-	9,988	0%	9,500
017-420-1399-4260	DAY CAMP-CONTRACTUAL SRVCS.	1,166	1,804	1,091	1,200		0%	1,200
017-420-1399-4300	DAY CAMP-DEPT. SUPPLIES	20,497	15,311	13,722	19,000		0%	19,000
<i>Operations & Maintenance Costs</i>		<i>129,742</i>	<i>87,495</i>	<i>85,427</i>	<i>102,160</i>	<i>48,915</i>	<i>48%</i>	<i>111,660</i>
017-420-3708-4600	CP LAYNE PARK PLAYGROUND	-	387	-	-	-	-	-
<i>Capital Costs</i>		<i>-</i>	<i>387</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
Total Appropriations		218,531	175,409	174,641	186,316	52,600	28%	193,479
ANNUAL SURPLUS/DEFICIT		(19,871)	5,666	2,598	(7,682)	48,415		(14,845)
Ending Balance:		41,185	46,851	49,449	41,767			26,922



SPECIAL REVENUE, CAPITAL, AND GRANT FUNDS

RETIREMENT FUND

FUND No. 018

FUND OVERVIEW

This fund is used to account for receipts from a voter-approved special tax levy to pay pension costs related to the City's membership in the Public Employees Retirement System (PERS). Currently, the revenue generated by the special levy are sufficient to fully fund PERS pension costs. The special tax levy is crucial in meeting the City's annual pension obligation. Without the special tax levy, the City would have to make significant cuts to services to pay the PERS pension obligation from General Fund revenues.

Fund: Retirement Fund
Resp. Dept: Finance

Beginning Fund Balance:		8,050,492	9,497,300	10,517,650	11,378,090			11,253,637
REVENUES		2017	2018	2019	2020	As of	2020	2021
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
3110-0000	SECURED PROPERTY TAXES-CURR YR	2,773,727	2,933,605	3,038,273	2,700,000	1,190,244	44%	2,754,000
3120-0000	UNSECURED PROPERTY TAXES C/Y	80,865	93,780	75,230	-	67,446	0%	-
3130-0000	PRIOR YEARS PROPERTY TAXES	(822)	(16,347)	(735)	-	(2,425)	0%	-
3150-0000	PROPERTY TAX PENALTIES & INT	76,924	78,633	84,927	-	29,268	0%	-
3175-0000	PROJECT 4 TAX LEVY	-	-	-	195,300	-	0%	-
3181-0000	PROJECT 1 TAX LEVY	146,333	135,021	141,347	161,300	-	0%	164,526
3183-0000	PROJECT 1A TAX LEVY	163,148	123,641	168,848	183,700	-	0%	187,374
3185-0000	PROJECT 2 TAX LEVY	120,434	120,764	103,649	130,400	-	0%	133,008
3188-0000	PROJECT 3 TAX LEVY	291,097	293,719	309,760	334,900	-	0%	341,598
3191-0000	PROJECT 3A TAX LEVY	705,459	660,829	795,324	812,300	-	0%	828,546
3500-0000	INTEREST INCOME	30,379	31,405	130,826	-	6,796	0%	-
3625-0000	HOMEOWNERS PROPERTY TAX RELIEF	31,532	31,652	29,867	-	4,165	0%	-
3696-3641	COPS HIRING PROGRAM GRANT	-	1,556	-	-	-	0%	-
3903-0000	EMPLOYEES PENSION CONTRIBUTION	-	-	-	-	13,833	-	-
3970-0000	TRANSFER FROM GENERAL FUND	-	-	-	250,000	-	0%	-
3992-0000	TRANSFER FROM SEWER	-	-	-	12,434	-	0%	12,434
3995-0000	TRANSFER FROM THE WATER FUND	-	-	-	12,434	-	0%	12,434
Total Revenue		4,419,076	4,488,258	4,877,317	4,792,768	1,309,327	27%	4,433,920

APPROPRIATIONS		2017	2018	2019	2020	As of	2020	2021
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
018-101-0000-4124	RETIREMENT	4,181	3,792	3,665	5,097	1,470	29%	9,963
018-102-0000-4124	RETIREMENT	18,397	369	-	-	-	0%	-
018-105-0000-4124	RETIREMENT	50,635	30,838	35,781	51,560	25,575	50%	58,531
018-106-0000-4124	RETIREMENT	32,937	45,735	7,269	46,195	21,110	46%	49,201
018-115-0000-4124	RETIREMENT	25,348	31,261	30,114	29,516	12,932	44%	27,777
018-130-0000-4124	RETIREMENT	60,090	67,482	61,925	72,140	24,253	34%	65,972
018-131-0000-4124	RETIREMENT	-	20,528	14,108	16,295	7,163	44%	17,235
018-133-0000-4124	RETIREMENT	-	-	36,342	-	-	0%	-
018-140-0000-4124	RETIREMENT	25,301	27,687	26,185	26,474	12,907	49%	28,067
018-150-0000-4124	RETIREMENT	16,082	13,407	39,986	39,440	20,312	52%	45,102
018-150-3673-4124	RETIREMENT	605	86	-	-	-	0%	-
018-152-0000-4124	RETIREMENT	35,143	30,701	34,742	33,522	21,625	65%	41,895
018-155-0000-4124	RETIREMENT	-	-	230	-	10	0%	-
018-190-0000-4124	RETIREMENT	1,287,983	1,583,487	1,983,325	2,815,543	2,718,711	97%	3,000,000
018-190-0000-4127	RETIRED EMP. HEALTH INS.	-	-	-	-	-	0%	-
018-190-0000-4270	PROFESSIONAL SERVICES	-	-	-	100,000	-	-	-
018-220-3641-4124	RETIREMENT	749	-	-	-	-	0%	-
018-222-0000-4124	RETIREMENT	132,485	115,091	124,659	119,120	64,293	54%	149,930
018-224-0000-4124	RETIREMENT	97,161	146,009	164,446	161,024	86,016	53%	179,337
018-225-0000-4124	RETIREMENT	569,779	573,548	647,208	684,353	371,882	54%	798,385
018-226-0000-4124	RETIREMENT	-	-	267	-	-	0%	-
018-230-0000-4124	RETIREMENT	20,037	18,035	27,062	26,644	15,182	57%	32,912
018-310-0000-4124	RETIREMENT	32,828	39,081	46,715	47,937	20,879	44%	47,937
018-310-3661-4124	CNG FUELING STATION	2,277	873	-	-	-	0%	-
018-311-0000-4124	RETIREMENT	16,069	14,635	18,519	7,136	3,432	48%	7,136
018-311-0127-4124	RETIREMENT	635	-	-	-	-	0%	-
018-311-0138-4124	RETIREMENT	478	-	-	-	-	0%	-
018-311-0560-4124	STREET RESURFACING PROGRA	467	-	-	-	-	0%	-
018-311-6676-4124	CALTRANS TCSP TRUMAN-ST. E	99	-	-	-	-	0%	-
018-313-0000-4124	RETIREMENT	-	-	-	-	-	0%	-
018-320-0000-4124	RETIREMENT	26,693	43,039	47,527	-	-	0%	-
018-335-0000-4124	RETIREMENT	14,438	8,199	11,208	-	-	-	-

Fund: Retirement Fund

Resp. Dept: Finance

APPROPRIATIONS (Cont.)		2017	2018	2019	2020	As of	2020	2021
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
018-341-0000-4124	RETIREMENT	-	-	-	-			
018-344-0000-4124	RETIREMENT	13,262	18,528	13,674	-			
018-346-0000-4124	RETIREMENT	8,278	7,203	4,595	5,249			5,249
018-350-0000-4124	RETIREMENT	-	-	-	-			
018-360-0000-4124	RETIREMENT	-	-	-	-			
018-370-0000-4124	RETIREMENT	9,283	10,018	7,331	11,324			11,324
018-390-0000-4124	RETIREMENT	31,233	55,383	73,486	-			
018-390-0410-4124	RETIREMENT	-	-	-	-			
018-390-0460-4124	RETIREMENT	-	-	-	-			
018-390-0470-4124	RETIREMENT	-	-	-	-			
018-420-0000-4124	RETIREMENT	43,326	29,320	43,312	49,112			52,531
018-420-1328-4124	RETIREMENT	-	-	-	-			
018-420-1371-4124	RETIREMENT	2	-	-	-			
018-420-1399-4124	RETIREMENT	4,515	2,386	1,967	-			
018-422-0000-4124	RETIREMENT	8,794	4,645	7,551	3,959			4,404
018-422-3750-4124	RETIREMENT	2,099	-	-	-			
018-422-3752-4124	RETIREMENT	1,168	-	-	-			
018-422-3753-4124	TITLE III-B TELEPHONE REASSU	82	-	-	-			
018-423-0000-4124	RETIREMENT	28,257	20,347	20,938	20,730			21,557
018-424-0000-4124	RETIREMENT	13,843	17,025	18,093	18,386			19,465
018-430-0000-4124	RETIREMENT	-	-	-	-			
018-440-0000-4124	RETIREMENT	2,704	889	1,368	-			
<i>Personnel Costs</i>		<u>2,638,057</u>	<u>2,979,627</u>	<u>3,553,596</u>	<u>4,390,756</u>	<u>3,427,753</u>	<u>78%</u>	<u>4,673,910</u>
018-101-0000-4450	OTHER EXPENSE	-	-	11,267	-			15,000
018-190-0000-4450	OTHER EXPENSE	5,050	2,450	2,450	5,000	3,450		5,000
018-190-0000-4480	COST ALLOCATION	329,161	485,831	449,564	521,465			518,581
<i>Operations & Maintenance Costs</i>		<u>334,211</u>	<u>488,281</u>	<u>463,281</u>	<u>526,465</u>	<u>3,450</u>	<u>1%</u>	<u>523,581</u>
018-190-0000-4998	TRANSFER TO SUCCESSOR AGE	-	-	-	-			
<i>Transfers</i>		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Appropriations		2,972,268	3,467,908	4,016,877	4,917,221	3,431,203	70%	5,197,491
ANNUAL SURPLUS/DEFICIT		1,446,808	1,020,350	860,440	(124,453)	(2,121,875)		(763,571)
Ending Balance:		9,497,300	10,517,650	11,378,090	11,253,637			10,490,066



SPECIAL REVENUE, CAPITAL, AND GRANT FUNDS

QUIMBY ACT FEES

FUND NO. 019

FUND OVERVIEW

Local governments in California provide a critical role in the effort to set aside parkland and open space for recreational purposes. Since passage of the 1975 Quimby Act (Government Code Section 66477), cities and counties have been authorized to pass ordinances requiring developers to set aside land, donate conservation easements, or pay fees for park improvements. The goal of the Quimby Act is to require developers to help mitigate the impacts of property improvements. This fund is set up to account for receipts from developers who elect to pay fees for park improvements rather than set aside land or donate conservation easements.

Fund: Quimby Act Fees
Resp. Dept: Public Works

Beginning Fund Balance:		3,525	3,525	-	3			3
REVENUES		2017	2018	2019	2020	As of	2020	2021
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
3500-0000 INTEREST INCOME		-	-	3	-	1		-
3901-0000 MISCELLANEOUS REVENUE		-	-	-	-	-		-
Total Revenue		-	-	3	-	1	-	-
APPROPRIATIONS		2017	2018	2019	2020	As of	2020	2021
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
019-423-0118-4101 HRP PROGRAM		-	-	-	-	-	-	-
019-423-0118-4102 HRP PROGRAM		-	-	-	-	-	-	-
019-423-0118-4103 HRP PROGRAM		-	-	-	-	-	-	-
019-423-0118-4104 HRP PROGRAM		-	-	-	-	-	-	-
019-423-0118-4104 HRP PROGRAM		-	-	-	-	-	-	-
019-423-0201-4105 OVERTIME		-	-	-	-	-	-	-
<i>Personnel Costs</i>		-	-	-	-	-	-	-
019-430-0000-4330 BLDG MAINT & REPAIRS		-	-	-	-	-	-	-
<i>Operations & Maintenance Costs</i>		-	-	-	-	-	-	-
019-423-0201-4600 CAPITAL PROJECTS		-	-	-	-	-	-	-
019-423-3708-4600 LAYNE PARK PLAYGROUND		-	3,525	-	-	-	-	-
<i>Capital Projects</i>		-	3,525	-	-	-	-	-
Total Appropriations		-	3,525	-	-	-	-	-
ANNUAL SURPLUS/DEFICIT		-	(3,525)	3	-	1.00	-	-
Ending Balance:		3,525	-	3	3			3



SPECIAL REVENUE, CAPITAL, AND GRANT FUNDS

ASSET SEIZURE – STATE

FUND NO. 020

FUND OVERVIEW

This fund is used to account for receipts and disbursements of state seized and forfeited assets resulting from the sale of controlled substances.

MAJOR PROJECTS/PROGRAMS

- Accumulate Funds to be used in conjunction with federal asset seizure funds to purchase for technology upgrades for the City's virtual patrol video network.

Fund: State Asset Seizure

Resp. Dept: Police

Beginning Fund Balance:		113,085	68,984	37,118	37,950	950		
REVENUES	Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
3500-0000	INTEREST INCOME	-	-	713	-	135		-
3875-0000	ASSET FORFEITURE FUND	22,034	23	119	-	77		-
Total Revenue		22,034	23	832	-	212	-	-
APPROPRIATIONS	Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
020-222-0000-4450	OTHER EXPENSE	6,050	-	-	-	-		-
020-222-0000-4500	CAPITAL EQUIPMENT	29,029	14,963	-	-	-		-
020-225-0000-4500	****CAPITAL EXPENSES****	31,057	16,927	-	37,000	-		-
<i>Capital Costs</i>		<i>66,135</i>	<i>31,889</i>	<i>-</i>	<i>37,000</i>	<i>-</i>	<i>-</i>	<i>-</i>
Total Appropriations		66,135	31,889	-	37,000	-	-	-
ANNUAL SURPLUS/DEFICIT		(44,101)	(31,866)	832	(37,000)	212	-	-
Ending Balance:		68,984	37,118	37,950	950	950		



SPECIAL REVENUE, CAPITAL, AND GRANT FUNDS

ASSET SEIZURE – FEDERAL

FUND NO. 021

FUND OVERVIEW

This fund is used to account for receipts and disbursements of federal seized and forfeited assets resulting from the sale of controlled substances.

MAJOR PROJECTS/PROGRAMS

- Accumulate Funds to be used in conjunction with State asset seizure funds to purchase for technology upgrades for the City's virtual patrol video network.

Fund: Federal Asset Seizure

Resp. Dept: Police

Beginning Fund Balance:		16,207	35,814	7,656	8,634			8,634
REVENUES	Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
3500-0000	INTEREST AND RENTS	238	94	127	-	56		-
3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	(139)	19	116	-	(24)		-
3875-0000	ASSET FORFEITURE FUND	19,508	-	735	-			-
Total Revenue		19,607	113	978	-	32	-	-
APPROPRIATIONS	Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
021-222-0000-4500	CAPITAL EXPENSES	-	11,421	-	-	-		-
021-225-0000-4500	CAPITAL EXPENSES	-	16,850	-	-	-		-
<i>Capital Costs</i>		-	28,271	-	-	-	-	-
Total Appropriations		-	28,271	-	-	-	-	-
ANNUAL SURPLUS/DEFICIT		19,607	(28,158)	978	-	32	-	-
Ending Balance:		35,814	7,656	8,634	8,634			8,634



SPECIAL REVENUE, CAPITAL, AND GRANT FUNDS

SURFACE TRANSPORTATION PROGRAM – LOCAL (STPL)

FUND NO. 022

FUND OVERVIEW

The Surface Transportation Program (STP) provides flexible funding that may be used by localities for projects to preserve and improve the conditions and performance on any Federal-aid highway, bridge and tunnel projects on any public road, pedestrian and bicycle infrastructure, and transit capital projects, including intercity bus terminals.

MAJOR PROJECTS/PROGRAMS

- Pavement Management Project
- Curb & Gutter

Fund: Surface Transportation Program - Local
Resp. Dept: Public Works

Beginning Fund Balance:		283,963	427,405	4,690	5,389			5,389
REVENUES	Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
3500-0000	INTEREST INCOME	812	2,829	96	-	35		-
3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	(940)	(143)	603	-	(16)		-
3664-0000	SURFACE TRANSP. PROG.-LOCAL FUND (STP)	425,401	-	-	-			-
Total Revenue		425,273	2,686	699	-	19	-	-
APPROPRIATIONS	Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
022-311--0000-4101	SALARIES-PERMANENT EMPLOYEE	-	4,120	-	-	-		-
022-311-0560-4270	STREET RESURFACING PROGRAM	-	2,145	-	-	-		-
022-311-0560-4600	STREET RESURFACING PROGRAM	281,831	419,136	-	-	-		-
<i>Capital Projects</i>		<i>281,831</i>	<i>425,401</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
Total Appropriations		281,831	425,401	-	-	-	-	-
ANNUAL SURPLUS/DEFICIT		143,442	(422,715)	699	-	19	-	-
Ending Balance:		427,405	4,690	5,389	5,389			5,389



SPECIAL REVENUE, CAPITAL, AND GRANT FUNDS

MEASURE "M" FUND

FUND NO. 024

FUND OVERVIEW

In November 2016, Los Angeles County voters approved a ½ cent traffic relief tax that will be used to repave local streets, potholes and traffic signals, as well as expand the rail and rapid transit system with the overall objective of easing traffic congestion for Angelenos. The City began receiving the Local Return portion of Measure M in FY 2017-2018, which are allocated to each local jurisdiction in Los Angeles County on a per capita basis.

MAJOR PROJECTS/PROGRAMS

- Annual Street Resurfacing Project
- Citywide Traffic Signal Synchronization Project
- Local Match: Pacoima Wash Bikeway Project

Fund: Measure M Fund
Resp. Dept: Public Works

Beginning Fund Balance:		-	-	256,689	555,508			22,965
REVENUES	Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
3210-0000	SALES AND USE TAX	-	257,645	344,563	350,912	176,147	50%	370,304
3500-0000	INTEREST INCOME	-	1,796	7,894	-	4,444		-
3508-0000	NET INCR/DECR FAIR VAL INVESTMENT	-	(2,753)	4,383	-	(1,630)		-
Total Revenue		-	256,689	356,840	350,912	178,961	51%	370,304
APPROPRIATIONS	Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
024-371-0510-4600	SIGNAL IMPROVEMENTS	-	-	-	193,884	-	0%	-
024-311-0157-4600	SAN FERNANDO RD REHAB NO. 601	-	-	58,020	-	-	0%	-
024-311-xxxx-4600	GLENOAKS BRIDGE SAFETY IMPROV	-	-	-	100,000	-	0%	-
024-311-0551-4600	PACOIMA WASH BIKEWAY PROJEC	-	-	-	228,000	-	0%	-
024-311-0560-4600	STREET RESURFACING PROJECT	-	-	-	250,000	-	0%	-
024-371-0562-4600	HSIP TRAFFIC SIGNAL IMPROVEME	-	-	-	111,571	-	0%	-
<i>Capital Projects</i>		-	-	58,020	883,455	-	0%	-
Total Appropriations		-	-	58,020	883,455	-	-	-
ANNUAL SURPLUS/DEFICIT		-	256,689	298,820	(532,543)	178,961		370,304
Ending Balance:		-	256,689	555,508	22,965			393,269



SPECIAL REVENUE, CAPITAL, AND GRANT FUNDS

ROAD MAINTENANCE AND REHABILITATION FUND (SB1)

FUND NO. 025

FUND OVERVIEW

This fund accounts for revenues received from the State pursuant to the Road Maintenance and Rehabilitation Program (SB1) to address deferred maintenance on the State Highways system and local street and road system. A percentage of this funding is apportioned to eligible cities (including San Fernando) and counties pursuant to Streets and Highways Code section 2032(h) for basic road maintenance, rehabilitation, and critical safety projects on the local streets and roads system.

MAJOR PROJECTS/PROGRAMS

- Annual Street Resurfacing Project

Fund: Road Maintenance and Rehab Act Fund (SB1)

Resp. Dept: Public Works

Beginning Fund Balance:		-	-	134,242	593,196			593,196
REVENUES		2017	2018	2019	2020	As of	2020	2021
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
3500-0000 INTEREST INCOME		-	422	6,034	-	4,484		-
3508-0000 NET INCR/DECR FAIR VAL INVESTMENT		-	(832)	2,237	-	(1,405)		-
3623-0000 RMRA TAX ALLOCATION SECT 2032		-	143,477	451,156	407,203	159,298		470,622
Total Revenue		-	143,067	459,427	407,203	162,378	-	470,622
APPROPRIATIONS		2017	2018	2019	2020	As of	2020	2021
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
025-311-0560-4600 STREET RESURFACING PROGRAM		-	8,825	472	407,203			470,622
<i>Capital Projects</i>		-	8,825	472	407,203	-	-	470,622
Total Appropriations		-	8,825	472	407,203	-	-	470,622
ANNUAL SURPLUS/DEFICIT		-	134,242	458,955	-	162,378	-	-
Ending Balance:		-	134,242	593,196	593,196	162,378	-	593,196



SPECIAL REVENUE, CAPITAL, AND GRANT FUNDS

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

FUND NO. 026

FUND OVERVIEW

The Community Development Block Grant (CDBG) program is a flexible federal program that provides communities with resources to address a wide range of unique community development needs. The City's CDBG funds have been committed to pay debt service on a Section 108 Loan that was taken out by the City to pay for construction of the San Fernando Regional Pool. Since the City leased pool operations to LA County in FY 2014-2015, the City's annual allocation of CDBG funds are available for other projects that meet CDBG guidelines. In FY 2016-2017, the City received approval for a street overlay and improvement project in qualifying census tracts.

MAJOR PROJECTS/PROGRAMS

- Annual Street Overlay and Improvements Project

Fund: Community Development Block Grant

Resp. Dept: Community Development

Beginning Fund Balance:		(10,143)	(263,752)	(12,253)	(18,758)			(60,624)
REVENUES	Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As Of 12/31/2019	2020 % Used	2021 Proposed
3693-0127	ALEXANDER ST OVERLAY PROJ.#601819-16	3,169	275,484	-	-			
3693-0138	HUNTINGTON ST. OVERLAY PROJ #601716-1	204,143	-	-	-			
3693-0159	ST. CURB / CUTTER REHAB.	-	232,848	15,401	-			
3693-0157	SAN FERNANDO ROAD REHAB	-	-	312,265	-	22,975		
3693-0159	SF RD STREET, CURB, GUTTER REHAB.	-	-	-	-			
3693-0182	PICO ST. & SF RD IMPROVEMENTS	-	-	-	246,940			-
3693-XXXX	TBD							225,000
Total Revenue		207,312	508,332	327,666	246,940	22,975	-	225,000
APPROPRIATIONS	Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As Of 12/31/2019	2020 % Used	2021 Proposed
026-311-0127-4101	ALEXANDER ST OVERLAY PROJ. #60	5,755	-	-	-	-	-	-
026-311-0127-4120	ALEXANDER ST OVERLAY PROJ. #60	440	-	-	-	-	-	-
026-311-0127-4126	ALEXANDER ST OVERLAY PROJ. #60	544	-	-	-	-	-	-
026-311-0127-4128	ALEXANDER ST OVERLAY PROJ. #60	47	-	-	-	-	-	-
026-311-0127-4130	ALEXANDER ST OVERLAY PROJ. #60	418	-	-	-	-	-	-
026-311-0127-4136	ALEXANDER ST OVERLAY PROJ. #60	10	-	-	-	-	-	-
026-311-0138-4101	SALARIES-PERMANENT EMPLOYEES	1,862	-	-	-	-	-	-
026-311-0138-4120	O.A.S.D.I.	142	-	-	-	-	-	-
026-311-0138-4126	HUNTINGTON ST PROJECT	148	-	-	-	-	-	-
026-311-0138-4128	HUNTINGTON ST PROJECT	14	-	-	-	-	-	-
026-311-0138-4130	WORKER'S COMPENSATION INS.	135	-	-	-	-	-	-
026-311-0138-4136	HUNTINGTON ST PROJECT	3	-	-	-	-	-	-
<i>Personnel Costs</i>		<i>9,519</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
026-311-0127-4270	PROFESSIONAL SERVICES	7,465	11,730	-	-	-	-	-
026-311-0138-4270	PROFESSIONAL SERVICES	6,573	-	-	-	-	-	-
026-311-0159-4260	CAPITAL PROJECTS	-	18,750	3,146	5,748	-	-	-
<i>Operations & Maintenance Costs</i>		<i>14,038</i>	<i>30,480</i>	<i>3,146</i>	<i>5,748</i>	<i>-</i>	<i>-</i>	<i>-</i>
026-311-0127-4600	CAPITAL PROJECTS	252,242	-	-	-	-	-	-
026-311-0138-4600	CAPITAL PROJECTS	185,121	-	-	-	4,388	-	-
026-311-0157-4260	SAN FERNANDO RD REHAB	-	-	20,603	-	4,800	-	-
026-311-0157-4600	SAN FERNANDO RD REHAB NO. 601	-	-	310,422	36,119	-	-	-
026-311-0159-4600	CAPITAL PROJECTS	-	226,353	-	-	-	-	-
026-311-0182-4600	PICO ST. & SF RD IMPROVEMENTS	-	-	-	246,940	-	-	-
026-311-XXXX-4600	TBD							225,000
<i>Capital Costs</i>		<i>437,363</i>	<i>226,353</i>	<i>331,025</i>	<i>283,059</i>	<i>9,188</i>	<i>-</i>	<i>225,000</i>
Total Appropriations		460,921	256,833	334,171	288,807	9,188	-	225,000
ANNUAL SURPLUS/DEFICIT		(253,609)	251,499	(6,505)	(41,867)	13,788	-	-
Ending Balance:		(263,752)	(12,253)	(18,758)	(60,624)			(60,624)



SPECIAL REVENUE, CAPITAL, AND GRANT FUNDS

STREET LIGHTING FUND

FUND NO. 027

FUND OVERVIEW

This fund accounts for revenue generated from the city's voter approved Landscape and Lighting Act Assessment to maintain and repair approximately 427 City-owned street lights and circuits and pay Southern California Edison for maintenance and electrical power for an additional 1,200 street lights.

With the passage of Proposition 218 in 1996, any increase of the current assessment is subject to approval through a new balloting process. Since the assessments have not had an increase to meet rising costs, this fund has a deficit and is subsidized by the General Fund.

MAJOR PROJECTS/PROGRAMS

- Annual Landscaping and Lighting Engineer's Report
- Proposition 218 Balloting Process

Fund: Street Lighting

Resp. Dept: Public Works

Beginning Fund Balance:		15,509	32,569	39,770	139,055			108,090
REVENUES		2017	2018	2019	2020	As of	2020	2021
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
3110-0000	SECURED PROPERTY TAXES-CURR YR	322,589	321,894	322,602	323,000	131,125	41%	329,460
3130-0000	PRIOR YEARS PROPERTY TAXES	(1,391)	(5)	83	-			
3150-0000	PROPERTY TAX PENALTIES & INT	17,146	12,843	16,577	15,000	2,513	17%	15,000
3970-0000	TRANSFER FROM GENERAL FUND	50,000	50,000	40,000	40,000	20,000	50%	-
Total Revenues		388,344	384,733	379,262	378,000	153,638	41%	344,460
APPROPRIATIONS		2017	2018	2019	2020	As of	2020	2021
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
027-344-0000-4101	SALARIES-PERMANENT EMPLOYEES	69,397	91,491	65,800	86,597	40,252	46%	86,597
027-344-0000-4103	WAGES-TEMPORARY & PART TIME	-	2,033	5,818	-		0%	-
027-344-0000-4105	OVERTIME	848	5,584	6,441	-	2,456	0%	-
027-344-0000-4120	O.A.S.D.I.	5,360	7,582	5,972	6,625	3,267	49%	6,625
027-344-0000-4124	RETIREMENT	-	-	-	15,254	7,151	47%	15,254
027-344-0000-4126	HEALTH INSURANCE	17,224	22,393	18,254	17,237	7,836	45%	17,237
027-344-0000-4128	DENTAL INSURANCE	1,701	1,619	1,447	1,390	809	58%	1,390
027-344-0000-4129	RETIREE HEALTH SAVINGS	-	-	798	-	978	0%	780
027-344-0000-4130	WORKER'S COMPENSATION INS.	9,870	14,077	11,094	27,372	6,073	22%	12,314
027-344-0000-4134	LONG TERM DISABILITY INSURANCE	-	-	-	-		0%	-
027-344-0000-4136	OPTICAL INSURANCE	300	501	251	251	190	76%	251
027-344-0000-4138	LIFE INSURANCE	-	-	86	117	59	50%	117
<i>Personnel Costs</i>		<i>104,700</i>	<i>145,280</i>	<i>115,961</i>	<i>154,843</i>	<i>69,071</i>	<i>45%</i>	<i>140,564</i>
027-344-0000-4210	UTILITIES	194,076	183,317	113,972	195,000	2,433	1%	100,000
027-344-0000-4260	CONTRACTUAL SERVICES	13,828	5,393	5,020	5,000	5,000	100%	5,000
027-344-0000-4320	DEPARTMENT EQUIPMENT MAINT	-	73	-	200	-	0%	200
027-344-0000-4340	SMALL TOOLS	239	-	-	200	-	0%	200
027-344-0000-4400	VEHICLE OPERATION & MAINT	1,157	-	-	-	-	0%	-
027-344-0000-4402	FUEL	1,309	76	-	-	-	0%	-
027-344-0000-4480	COST ALLOCATION	43,218	40,674	45,025	46,222	23,111	50%	51,182
027-344-0301-4300	PW MAINT. & REPAIR SUPPLIES	12,757	2,718	-	7,500	3,260	43%	7,500
<i>Operations & Maintenance Costs</i>		<i>266,584</i>	<i>232,251</i>	<i>164,016</i>	<i>254,122</i>	<i>33,804</i>	<i>13%</i>	<i>164,082</i>
027-344-0000-4500	****CAPITAL EXPENSES****	-	-	-	-	-	-	-
<i>Capital Projects</i>		<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
Total Appropriations		371,284	377,531	279,977	408,965	102,875	25%	304,646
ANNUAL SURPLUS/DEFICIT		17,060	7,202	99,285	(30,965)	50,763		39,814
Ending Balance:		32,569	39,770	139,055	108,090			147,904



SPECIAL REVENUE, CAPITAL, AND GRANT FUNDS

PARKING AND MAINTENANCE OPERATIONS (M & O) – OFF STREET

FUND NO. 029

FUND OVERVIEW

The Off-Street Parking Maintenance and Operations Fund accounts for the scheduled routine maintenance and cleaning of all City parking facilities as well as maintenance and operation of metered parking spaces throughout the City, the collection of meter monies, and repair or replacement of broken and vandalized parking meters.

MAJOR PROJECTS/PROGRAMS

- Parking Lots Re-pavement Project
- Analyze condition of parking lots and create re-pavement priority list

Fund: Parking & Maintenance Operations

Resp. Dept: Public Works

Beginning Fund Balance:		270,669	285,764	318,173	404,002			241,662
REVENUES		2017	2018	2019	2020	As of	2020	2021
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
3500-0000	INTEREST INCOME	-	-	7,249	-	481		4,463
3520-0000	RENTAL INCOME	12,800	23,800	23,973	24,800	12,504		25,272
3737-0000	EV CHARGING STATIONS	-	-	2,325	-	1,155		2,325
3850-0000	PARKING METER REVENUE-STREETS	135,238	136,572	152,079	130,000	79,793		130,000
3855-0000	PARKING METER REVENUE-LOT 6N	-	-	-	-			
3870-0000	BUSINESS LICENSE TAX-AREA A	49,518	62,170	59,985	50,000	3,809		50,000
3978-0000	TRANS FROM RETIREMENT TAX FUND	-	-	-	-			
Total Revenue		197,556	222,542	245,611	204,800	97,743	-	212,060
APPROPRIATIONS		2017	2018	2019	2020	As of	2020	2021
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
029-335-0000-4101	SALARIES-PERMANENT EMPLOYEES	74,517	49,651	54,184	56,249	24,616		56,249
029-335-0000-4103	WAGES-TEMPORARY & PART-TIME	-	-	6	-			-
029-335-0000-4105	OVERTIME	1,351	318	752	-	2,656		-
029-335-0000-4120	O.A.S.D.I.	5,781	4,026	4,104	4,260	2,087		4,260
029-335-0000-4124	RETIREMENT	-	-	-	11,446	4,951		11,446
029-335-0000-4126	HEALTH INSURANCE	22,441	20,413	16,353	18,651	9,175		18,651
029-335-0000-4128	DENTAL INSURANCE	2,057	1,736	1,966	1,512	789		1,512
029-335-0000-4129	RETIREE HEALTH SAVINGS	-	-	62	120	110		120
029-335-0000-4130	WORKER'S COMPENSATION INS.	10,670	6,072	7,688	7,918	3,878		7,918
029-335-0000-4136	OPTICAL INSURANCE	439	429	600	311	165		311
029-335-0000-4138	LIFE INSURANCE	68	204	107	85	43		86
<i>Personnel Costs</i>		<i>117,324</i>	<i>82,849</i>	<i>85,823</i>	<i>100,552</i>	<i>48,470</i>	<i>-</i>	<i>100,553</i>
029-335-0000-4210	UTILITIES	20,989	20,532	23,290	21,000	6,287		21,000
029-335-0000-4250	RENTS AND LEASES	235	-	-	-			-
029-335-0000-4260	CONTRACT SERVICES	-	-	11,068	13,308	13,298		13,308
029-335-0000-4270	PROFESSIONAL SERVICES	2,255	-	-	5,000			5,000
029-335-0000-4300	DEPARTMENT SUPPLIES	2,205	279	6,298	31,000	3,189		31,000
029-335-0000-4302	PERMIT PARKING EXPENSE	-	-	-	-	-		-
029-335-0000-4320	DEPARTMENT EQUIPMENT MAINT	3,988	6,656	641	4,000	-		4,000
029-335-0000-4340	SMALL TOOLS	377	142	287	250	-		250
029-335-0000-4360	PERSONNEL TRAINING	-	-	-	150	-		150
029-335-0000-4370	MEETINGS, MEMBERSHIPS & TRAV	-	-	-	100	-		100
029-335-0000-4400	VEHICLE OPERATION & MAINT	653	698	600	800	1,486		800
029-335-0000-4402	FUEL	2,573	1,661	1,331	2,700	367		2,700
029-335-0000-4480	COST ALLOCATION	30,732	33,323	30,447	38,281	19,140		30,559
029-335-0301-4300	PW MAINT. & REPAIR SUPPLIES	-	-	-	-			
<i>Operations & Maintenance Costs</i>		<i>64,007</i>	<i>63,291</i>	<i>73,960</i>	<i>116,589</i>	<i>43,766</i>	<i>-</i>	<i>108,867</i>
029-335-0000-4500	CAPITAL EQUIPMENT	-	-	-	-	-		-
029-335-0000-4600	CAPITAL PROJECTS	603	-	-	150,000	13,964		-
029-335-0559-4600	CP PARKING LOT 5 IMPROVEMENT	527	-	-	-	-		-
029-335-3699-4600	ELECTR VEH CHARGING STATIONS I	-	43,994	-	-	-		-
<i>Capital Projects</i>		<i>1,130</i>	<i>43,994</i>	<i>-</i>	<i>150,000</i>	<i>13,964</i>	<i>-</i>	<i>-</i>
Total Appropriations		182,461	190,133	159,782	367,141	106,200	-	209,419
ANNUAL SURPLUS/DEFICIT		15,095	32,409	85,829	(162,341)	(8,457)	-	2,641
Ending Balance:		285,764	318,173	404,002	241,662			244,302



SPECIAL REVENUE, CAPITAL, AND GRANT FUNDS

MALL MAINTENANCE OPERATIONS

FUND NO. 030

FUND OVERVIEW

The Mall Maintenance Operations Fund accounts for the Downtown Area Parking, and Mall Maintenance Assessment District. The City receives the funds and is responsible for maintenance and upkeep, including capital improvements, in the downtown area.

MAJOR PROJECTS/PROGRAMS

Fund: Mall Maintenance Operations
Resp. Dept: Public Works

Beginning Fund Balance:		-	-	-	-			39,871
REVENUES	Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
	3930-0000 MALL MAINTENANCE LEVY	85,742	115,378	96,685	85,000	3,515	4%	85,000
	Total Revenue	85,742	115,378	96,685	85,000	3,515	4%	85,000
	Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
	030-341-0000-4101 SALARIES-PERMANENT EMPLOYEES	-	-	-	15,862	19,792		15,862
	030-341-0000-4103 WAGES-PERMANENT EMPLOYEES	-	-	-	-	-		-
	030-341-0000-4105 OVERTIME	11,501	13,850	8,109	-	6,546		-
	030-341-0000-4120 O.A.S.D.I.	877	1,060	620	1,205	2,014		1,205
	030-341-0000-4124 RETIREMENT	-	-	-	3,687	4,050		3,687
	030-341-0000-4126 HEALTH INSURANCE	-	-	-	3,946	1,973		3,946
	030-341-0000-4128 DENTAL INSURANCE	-	-	-	330	165		330
	030-341-0000-4129 RETIREE HEALTH SAVINGS	-	-	-	-	304		-
	030-341-0000-4130 WORKER'S COMPENSATION INS.	1,627	1,965	1,153	2,240	3,745		2,240
	030-341-0000-4136 OPTICAL INSURANCE	-	-	-	79	40		79
	030-341-0000-4138 LIFE INSURANCE	-	-	-	23	11		23
	<i>Personnel Costs</i>	<i>14,005</i>	<i>16,875</i>	<i>9,882</i>	<i>27,372</i>	<i>38,640</i>	<i>-</i>	<i>27,371</i>
	030-341-0000-4250 RENT & LEASES	-	-	-	500	-		500
	030-341-0000-4260 CONTRACT SERVICES	-	-	-	2,500	-		2,500
	030-341-0000-4300 DEPARTMENT SUPPLIES	229	1,179	3,512	2,450	2,768		2,450
	030-341-0000-4310 EQUIPMENT AND SUPPLIES	1,589	150	150	150	-		150
	030-341-0000-4320 DEPARTMENT EQUIPMENT MAINT	-	-	-	1,200	-		1,200
	030-341-0000-4340 SMALL TOOLS	-	768	371	500	-		500
	030-341-0301-4300 PW MAINT. & REPAIR SUPPLIES	3,693	5,071	4,694	6,000	-		6,000
	<i>Operations & Maintenance Costs</i>	<i>5,512</i>	<i>7,168</i>	<i>8,727</i>	<i>13,300</i>	<i>2,768</i>	<i>-</i>	<i>13,300</i>
	030-341-0000-4706 LIABILITY CHARGE	-	-	-	439	219		439
	030-341-0000-4743 FACILITY MAINTENANCE CHARGE	-	-	-	4,018	2,008		4,018
	<i>Internal Service Charges</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>4,457</i>	<i>2,227</i>	<i>-</i>	<i>4,457</i>
	030-341-0000-4500 CAPITAL EXPENSES	-	10,991	-	-	-		-
	<i>Capital Costs</i>	<i>-</i>	<i>10,991</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
	Total Appropriations	19,517	35,034	18,609	45,129	43,636	-	45,128
	ANNUAL SURPLUS/DEFICIT	66,225	80,344	78,076	39,871	(40,121)	4%	39,872
	Ending Balance:				39,871			79,742

*Note: Separated from General Fund and moved to a Special Fund in FY 2019-2020



SPECIAL REVENUE, CAPITAL, AND GRANT FUNDS

CAPITAL OUTLAY FUND

FUND NO. 032

FUND OVERVIEW

This fund is used to account for the acquisition, construction and completion of permanent public improvements typically funded by the General Fund. Funds are transferred from the General Fund and set-aside to fund certain capital projects.

MAJOR PROJECTS/PROGRAMS

Fund: Capital Outlay (General Fund)
Resp. Dept: Public Works

Beginning Fund Balance:		64,371	49,752	49,752	49,752			49,752
REVENUES	Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
	3231-0174 PEG CAPITAL FEE	54	-	-	-			
	3970-0000 TRANSFER FROM GENERAL FUND	-	-	-	25,000	25,000	100%	-
Total Revenues		54	-	-	25,000	25,000	100%	-
APPROPRIATIONS	Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
	032-311-0178-4600 BRAND MEDIAN IMPROVE	-	-	-	-	-		-
	032-311-0842-4270 PIPE SCREEN INSTALLATION	-	-	-	-	-		-
	032-311-0842-4500 NPDES STORM DRAIN SCREENS	14,673	-	-	-	-		-
	032-311-0665-4600 TREE REPLACEMENT PROGRAM				25,000			
	<i>Capital Projects</i>	<i>14,673</i>	<i>-</i>	<i>-</i>	<i>25,000</i>	<i>-</i>	<i>-</i>	<i>-</i>
Total Appropriations		14,673	-	-	25,000	-	-	-
ANNUAL SURPLUS/DEFICIT		(14,619)	-	-	-			
Ending Balance:		49,752	49,752	49,752	49,752	25,000	100%	49,752



SPECIAL REVENUE, CAPITAL, AND GRANT FUNDS

PAVEMENT MANAGEMENT FUND

FUND NO. 050

FUND OVERVIEW

This fund was used to account for fees paid by the former refuse operator. As part of the operating contract, the prior refuse operator was required to make an annual payment to the Pavement Management Fund, which would be used to pave City streets. This provision is not included in the current refuse operator's franchise agreement.

MAJOR PROJECTS/PROGRAMS

Fund: Pavement Management Fund
Resp. Dept: Public Works

Beginning Fund Balance:		33,300	13,300	13,334	13,753			13,719
REVENUES		2017	2018	2019	2020	As of	2020	2021
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
	3500-0000 INTEREST INCOME	160	152	219	-	16		-
	3508-0000 NET INCR/DECR FAIR VAL INVESTMENT	(160)	(119)	200	-	(40)		-
	Total Revenue	-	34	419	-	(24)	-	-
APPROPRIATIONS		2017	2018	2019	2020	As of	2020	2021
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
	050-311-0000-4270 PROFESSIONAL SERVICES	-	-	-	-			-
	<i>Operations & Maintenance Costs</i>	-	-	-	-	-	-	-
	050-311-0000-4600 PARKING LOT IMPROVEMENTS	-	-	-	34			-
	<i>Capital Projects</i>	-	-	-	34	-	-	-
	050-310-0000-4901 TRANSFER TO GENERAL FUND	20,000	-	-	-			-
	050-370-0000-4910 TRANSFER TO GRANT FUND	-	-	-	-			-
	<i>Transfers</i>	20,000	-	-	-	-	-	-
	Total Appropriations	20,000	-	-	34	-	-	-
ANNUAL SURPLUS/DEFICIT		(20,000)	34	419	(34)	(24)	-	-
Ending Balance:		13,300	13,334	13,753	13,719	(24)	-	13,719



SPECIAL REVENUE, CAPITAL, AND GRANT FUNDS

COMMUNITY INVESTMENT FUND

FUND NO. 053

FUND OVERVIEW

As part of the Collection Service Agreement with Consolidated (Republic) Disposal, the operator established a recycling revenue share program with the City to return \$10,000 annually from the proceeds from the sale of recyclable materials to appropriate in a Community Investment Fund. Each City Councilmember may select an annual event, program and/or City organization to provide \$2,000 from the Community Investment Fund.

This fund also accounts for other donations made to the City over which the City Council has discretion to appropriate toward a community event/program/scholarship.

MAJOR PROJECTS/PROGRAMS

- Republic community investment funds
- Independent Cities Financing Authority (ICFA) community investment funds

Fund: Community Investment Fund
Dept: City Manager's Office

Beginning Fund Balance:		2,555	(823)	6,972	(2,486)			(2,486)
REVENUES	Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
3954-0000	RECYCLING REVENUE SHARE PROGRAM	-	20,000	-	10,000	10,000		10,000
3607-0000	ICFA COMMUNITY INVESTMENT FUNDS	7,500	-	-	-	3,500		-
3607-1355	VETERANS PROGRAM	-	-	-	5,000	-		-
3607-1380	L P SR CHECKBOOK	-	-	-	2,500	-		-
3607-3711	HEALTHY SF OPEN ST EVENT	-	-	-	3,500	-		-
Total Revenues		7,500	20,000	-	21,000	13,500	-	10,000
APPROPRIATIONS	Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
053-101-0101-4430	ACTIVITIES AND PROGRAMS	2,000	2,000	2,000	2,000	1,069		2,000
053-101-0103-4430	ACTIVITIES AND PROGRAMS	975	1,750	2,000	2,000	1,750		2,000
053-101-0107-4430	ACTIVITIES AND PROGRAMS	403	120	2,000	2,000	-		2,000
053-101-0109-4430	ACTIVITIES AND PROGRAMS	1,500	2,000	2,000	2,000	2,000		2,000
053-101-0111-4430	ACTIVITIES AND PROGRAMS	2,000	2,335	1,458	2,000	-		2,000
053-115-0000-4390	ICFA SCHOLARSHIP (ED. COMM)	-	3,500	-	-	817		-
053-101-9818-4430	ACTIVITIES AND PROGRAMS	-	-	-	-	-		-
053-194-1395-4300	5K RUNNING RACE	-	-	-	-	-		-
053-194-9810-4430	SENIOR ORCHESTRA	-	500	-	-	-		-
053-420-1355-4300	VETERANS PROGRAM	-	-	-	5,000	-		-
053-420-1380-4300	L P SR CHECKBOOK	-	-	-	2,500	-		-
053-420-3711-4260	HEALTHY SF OPENT ST EVENT	-	-	-	3,500	-		-
053-420-0000-4430	ICFA SCHOLARSHIP (SP. ED. PRGM)	4,000	-	-	-	-		-
<i>Operations & Maintenance Costs</i>		<i>10,878</i>	<i>12,205</i>	<i>9,458</i>	<i>21,000</i>	<i>5,637</i>	<i>-</i>	<i>10,000</i>
Total Appropriations		10,878	12,205	9,458	21,000	5,637	-	10,000
ANNUAL SURPLUS/DEFICIT		(3,378)	7,795	(9,458)	-	7,863	-	-
Ending Balance:		(823)	6,972	(2,486)	(2,486)	7,863	-	(2,486)



COMMUNITY DEVELOPMENT DEPARTMENT

COMMUNITY DEVELOPMENT SURCHARGE FUND

FUND NO. 055

FUND OVERVIEW

This fund is used to account for receipts of business license and building related surcharges and disbursements which fund building ongoing programs to promote disabled accessibility and the City's land management enterprise software. The Senate Bill (SB) 1186 fee is applied to the sale of business licenses and renewals. Local jurisdictions are required to use the funds to increase certified access specialist (CASP) services and compliance with construction-related disability access requirements, primarily for training and retention of CASPs to meet the needs of the public. A 10-percent surcharge is applied to all building construction activity fees to support the ongoing license and technical support for the City's land management enterprise software.

MAJOR PROJECTS/PROGRAMS

- Training and provision of a Certified Access Specialist inspections.
- Ongoing license and support for AIMS land management software.

Fund: Comm. Development Surcharge Fund
Dept: Community Development

		Beginning Fund Balance:		-	-	33,126		33,126
REVENUES		2017	2018	2019	2020	As of	2020	2021
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
055-3551-0000	SB1186 STATE FEE	-	-	11,127	6,000	1,120	19%	6,000
055-3500-0000	INTEREST INCOME	-	-	442	-			
055-3719-0154	AIMS MAINT & DEVELOP SURCHARGE	-	-	39,057	25,000	17,786	71%	25,000
055-3900-0000	OTHER REVENUE	-						
Total Revenue		-	-	50,626	31,000	18,906	61%	31,000
APPROPRIATIONS		2017	2018	2019	2020	As of	2020	2021
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
055-135-0000-4260	CONTRACTUAL SERVICES	-	-	17,500	25,000	10,400	42%	25,000
055-140-0000-4260	CONTRACTUAL SERVICES	-	-	-	-		-	
055-140-0000-4270	PROFESSIONAL SERVICES	-	-	-	-		-	
055-140-0000-4360	PERSONNEL TRAINING	-	-	-	6,000		-	6,000
<i>Operations & Maintenance Costs</i>		-	-	17,500	31,000	10,400	34%	31,000
Total Appropriations		-	-	17,500	31,000	10,400	34%	31,000
ANNUAL SURPLUS/DEFICIT			-	33,126	-	8,506		33,126
Ending Balance:			-	33,126	33,126			33,126



SPECIAL REVENUE, CAPITAL, AND GRANT FUNDS

LOW/MODERATE INCOME HOUSING FUND

FUND NO. 094

FUND OVERVIEW

Prior to dissolution of redevelopment in 2012, redevelopment agencies were required to set aside 20% of annual tax increment funds to a Low and Moderate Income Housing Fund (LMIHF) to improve and expand availability and supply of affordable housing in the redevelopment project area. The San Fernando Redevelopment Agency used the LMIHF set aside to subsidize low income development projects and provide housing loans to low income qualified individuals.

In accordance with state law, the San Fernando Redevelopment Agency also borrowed required Education Realignment and Augmentation Fund (ERAF) payments required by the state in 2010 and 2011 from available LMIHF reserves.

Subsequent to dissolution, LMIHF assets were transferred to the City as the Housing Successor Agency. Although there is no longer an annual funding stream through tax increment set-aside, the LMIHF receives revenue through outstanding loan repayments. These funds are restricted to fund low and moderate income housing activities.

Fund: Low Income Housing
Dept: Community Development

Beginning Fund Balance:		3,220,482	3,257,504	3,287,491	3,371,029			3,798,529
REVENUES		2017	2018	2019	2020	As of	2020	2021
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
3110-0000	TAX INCREMENT	-	-	-	450,000	-	-	797,000
3502-0000	INTEREST RECEIVE/RDA LOANS	1,257	555	19,425	-	647	-	
3503-0000	REVENUE/RDA LOANS	-	-	9,532	-		-	
3505-0000	EQUITY SHARE	38,928	35,909	57,133	-		-	
Total Revenues		40,185	36,464	86,090	450,000	647	0%	797,000
APPROPRIATIONS		2017	2018	2019	2020	As of	2020	2021
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
094-155-0000-4101	SALARIES-PERMANENT EMPI	-	-	1,010	2,500	1,473	59%	2,500
094-155-0000-4120	O.A.S.D.I.	-	-	77	-	113	0%	
094-155-0000-4124	HEALTH INSURANCE			-		337		
094-155-0000-4130	WORKER'S COMPENSATION	-	-	16	-	23	0%	
Personnel Costs		-	-	1,103	2,500	1,946	78%	2,500
094-110-0000-4270	PROFESSIONAL SERVICES	-	-	1,449	-	-	-	
094-155-0000-4270	PROFESSIONAL SERVICES	-	-	-	20,000	-	-	20,000
Operations & Maintenance Costs		-	-	1,449	20,000	-	-	20,000
094-155-0000-4405	INTEREST EXPENSE	3,163	6,477	-	-	-		-
094-155-0000-4450	OTHER EXPENSE	-	-	-	-	-		-
Capital Costs		3,163	6,477	-	-	-	-	-
Total Appropriations		3,163	6,477	2,552	22,500	1,946	9%	22,500
ANNUAL SURPLUS/DEFICIT		37,022	29,987	83,538	427,500	(1,298)		774,500
Ending Balance:		3,257,504	3,287,491	3,371,029	3,798,529			4,573,029



SPECIAL REVENUE, CAPITAL, AND GRANT FUNDS

SAFETY REALIGNMENT FUND (AB 109)

FUND NO. 101

FUND OVERVIEW

AB109 Public Safety Realignment was established to operate as a Tri-City Task Force (Burbank, Glendale, and San Fernando Police Departments). To monitor and conduct compliance checks on all local Post-release Supervised Persons (PSB's).

Fund: AB109 Task Force Fund

Resp. Dept: Police

Beginning Fund Balance:		13,080	17,893	14,107	14,107			14,107
REVENUES		2017	2018	2019	2020	As of	2020	2021
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
3500-0000 INTEREST INCOME		-	-	-	-	-	-	-
3696-0101 AB109 TASK FORCE (STATE)		4,813	-	-	-	-	-	-
Total Revenues		4,813	-	-	-	-	-	-
APPROPRIATIONS		2017	2018	2019	2020	As of	2020	2021
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
101-225-0000-4105 OVERTIME		-	2,499	-	-	-	-	-
101-225-0000-4120 O.A.S.D.I.		-	36	-	-	-	-	-
101-225-0000-4130 WORKER'S COMPENSATION INS.		-	500	-	-	-	-	-
<i>Personnel Costs</i>		-	3,035	-	-	-	-	-
101-225-0000-4360 PERSONNEL TRAINING		-	751	-	-	-	-	-
<i>Operations & Maintenance Costs</i>		-	751	-	-	-	-	-
Total Appropriations		-	3,786	-	-	100%	-	-
ANNUAL SURPLUS/DEFICIT		4,813	(3,786)	-	-			-
Ending Balance:		17,893	14,107	14,107	14,107			14,107



SPECIAL REVENUE, CAPITAL, AND GRANT FUNDS

CALIFORNIA ARTS COUNCIL

FUND NO. 108

FUND OVERVIEW

The California Arts Council *Artists In Schools* (AIS) program supports projects that integrate community arts resources - artists and professional art organizations - into comprehensive, standards-based arts-learning at school sites. The AIS supports the Mariachi Master Apprentice Program (MMAP) as a long-term, in-depth arts education project in an after-school program that underscores the critical role the arts play in the students' development of creativity, overall well-being and academic achievement.

Fund: California Arts Council

Resp. Dept: Recreation & Community Services

Beginning Fund Balance:		(1,080)	(1,020)	-	(1,710)			(1,710)
REVENUES	Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
3697-3639	CA ARTS COUNCIL #AIS-16-00134	9,180	1,020	-	-	-	-	-
3697-3647	CALIFORNIA ARTS COUNCIL #AE-EXT-17-159	-	-	15,390	-	-	-	-
3697-3653	CA ARTS COUNCIL #YAA-18-5353	-	-	-	18,000	16,200	-	-
3697-3657	CALIFORNIA ARTS COUNCIL #AS-13-0318	-	-	-	-	-	-	-
3697-3658	CA ARTS COUNCIL #AS-14-0415	-	-	-	-	-	-	-
3697-3659	CA ARTS COUNCIL #AS-15-0503	1,080	-	-	-	-	-	-
3697-3694	CA ARTS COUNCIL #AIS 16-00118	-	18,000	-	-	-	-	-
Total Revenue		10,260	19,020	15,390	18,000	16,200		-
APPROPRIATIONS	Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2,020 Adopted	As of 12/31/2019	2020 % Used	2021 Proposed
108-424-3639-4260	CA ARTS COUNCIL #AIS-16-00134	10,200	-	-	-	-	-	-
108-424-3647-4300	DEPARTMENT SUPPLIES	-	-	17,100	-	-	-	-
108-424-3658-4260	CONTRACTUAL SERVICES	-	-	-	18,000	7,200	-	-
108-424-3658-4300	DEPARTMENT SUPPLIES	-	-	-	-	-	-	-
108-424-3658-4370	MEETINGS, MEMBERSHIPS & TRAV	-	-	-	-	-	-	-
108-424-3659-4260	CONTRACTUAL SERVICES	-	-	-	-	-	-	-
108-424-3694-4260	CONTRACTUAL SERVICES	-	18,000	-	-	-	-	-
108-424-3659-4300	DEPARTMENT SUPPLIES	-	-	-	-	-	-	-
<i>Operations & Maintenance Costs</i>		<i>10,200</i>	<i>18,000</i>	<i>17,100</i>	<i>18,000</i>	<i>7,200</i>		<i>-</i>
Total Appropriations		10,200	18,000	17,100	18,000	7,200	-	-
ANNUAL SURPLUS/DEFICIT		60	-	(1,710)	-	9,000	-	-
Ending Balance:		(1,020)	-	(1,710)	(1,710)	9,000	-	(1,710)



SPECIAL REVENUE, CAPITAL, AND GRANT FUNDS

NATIONAL ENDOWMENT FOR THE ARTS (NEA)

FUND NO. 109

FUND OVERVIEW

The National Endowment for the Arts supports the creation of art that meets the highest standards of excellence, public engagement with diverse and excellent art, lifelong learning in the arts, and the strengthening of communities through the arts. Funding supports the Mariachi Master Apprentice Program (MMAP) that connects music masters with students to preserve mariachi music traditions through a quality after school apprentice program.

MMAP includes the following required elements:

1. Experience: Participants experience exemplary works of art, in live form where possible, to gain increased knowledge and skills in the art form.
2. Create: Informed by their experience in an art form, participants will create or perform art.
3. Assess: Student learning is measured and assessed according to either national or state arts education standards.

Fund: National Endowment for the Arts
Resp. Dept: Recreation & Community Services

Beginning Fund Balance:		(40,354)	(37,090)	(45,292)	(35,584)			(35,584)
REVENUES		2017	2018	2019	2020	As of	2020	2021
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
3697-3618	NATIONAL ENDOWMENT ARTS #16-5100-71	57,000	55,000	-	-	-		-
3697-3638	PARK GRANTS	-	-	-	-	-		-
3697-3656	ARTS EDUCATION GRT. NO. 13-5100-7047	-	-	-	-	-		-
3697-3678	NATIONAL ENDOWMENT ARTS	-	-	57,000	50,000	-		-
Total Revenues		57,000	55,000	57,000	50,000	-		-
APPROPRIATIONS		2017	2018	2019	2020	As of	2020	2021
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
109-424-3614-4260	CONTRACTUAL SERVICES	-	-	35,584	-	14,876		-
109-424-3618-4260	NAT. ENDOW. ARTS #16-5100-705	37,090	17,910	-	-	-		-
109-424-3637-4260	CONTRACTUAL SERVICES	16,646	-	-	-	-		-
109-424-3638-4260	CONTRACTUAL SERVICES	-	-	-	-	-		-
109-424-3656-4260	CONTRACTUAL SERVICES	-	-	-	-	-		-
109-424-3678-4260	CONTRACTUAL SERVICES	-	45,292	11,708	-	-		-
109-424-3693-4260	CONTRACTUAL SERVICES	-	-	-	50,000	6,300		-
<i>Operations & Maintenance Costs</i>		<i>53,736</i>	<i>63,202</i>	<i>47,292</i>	<i>50,000</i>	<i>21,176</i>		<i>-</i>
Total Appropriations		53,736	63,202	47,292	50,000	21,176		-
ANNUAL SURPLUS/DEFICIT		3,264	(8,202)	9,708	-	(21,176)		-
Ending Balance:		(37,090)	(45,292)	(35,584)	(35,584)			(35,584)



SPECIAL REVENUE, CAPITAL, AND GRANT FUNDS

MTA TRANSIT ORIENTED DEVELOPMENT (TOD) PLANNING GRANT

FUND NO. 113

FUND OVERVIEW

The MTA TOD Planning Grant will be used to prepare the City of San Fernando Transit Oriented Development Overlay Zone. As part of the planning process these grant funds will pay for city staff and urban planning professional services used to prepare the associated general plan element and map amendments, zone code and map amendment, and environmental assessment.

MAJOR PROJECTS/PROGRAMS

- Specific Plan 5 was completed and adopted by City Council in December 2017.

Fund: MTA TOD Planning Grant
Resp. Dept: Community Development

Beginning Fund Balance:		(62,652)	(12,895)					
						-		
REVENUES		2017	2018	2019	2020	As of	2020	2021
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
3670-3673	METRO TOD PLANNING GRT PROG	68,255	37,391	-	-	-	-	-
Total Revenue		68,255	37,391	-	-	-	-	-
APPROPRIATIONS		2017	2018	2019	2020	As of	2020	2021
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
113-150-3673-4101	SALARIES-PERMANENT EMPLOYEE	-	-	-	-	-	-	-
<i>Personnel Costs</i>		-	-	-	-	-	-	-
113-150-3673-4270	PROFESSIONAL SERVICES	18,498	24,496	-	-	-	-	-
<i>Operations & Maintenance Costs</i>		18,498	24,496	-	-	-	-	-
Total Appropriations		18,498	24,496	-	-	-	-	-
ANNUAL SURPLUS/DEFICIT		49,757	12,895	-	-	-	-	-
Ending Balance:		(12,895)	0.40	-	-	-	-	-



SPECIAL REVENUE, CAPITAL, AND GRANT FUNDS

ELDERLY NUTRITION PROGRAM/ PROGRAM INCOME

FUND NO. 115

FUND OVERVIEW

San Fernando provides home delivered meals through the Older Americans Act Elderly Nutrition Program. The goal of the program is to provide nutritious meals, nutrition education, and nutrition risk screening to individuals 60 years of age or over who are homebound by reason of illness or disability, or who are otherwise isolated. Program goals are targeted to the reduction of social isolation and the promotion of better health through nutrition.

Fund: Elderly Nutrition Program
Resp. Dept: Recreation & Community Services

Beginning Fund Balance:		1	-	-	-			
REVENUES		2017	2018	2019	2020	As of	2020	2021
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
3697-3750	SENIOR NUTRITION MEALS	52,921	-	-	-	-		-
3697-3752	HOME DELIVERED MEALS C2	36,591	-	-	-	-		-
3697-3753	TITLE III-B TELEPHONE REASSURANCE PRG	29	-	-	-	-		-
3901-3750	SENIOR NUTRITION MEALS-CONTRIBUTION	10,100	-	-	-	-		-
3901-3752	HOME DELIVERED MEALS-CONTRIBUTION	1,838	-	-	-	-		-
Total Revenues		101,479	-	-	-	-	-	-
APPROPRIATIONS		2017	2018	2019	2020	As of	2020	2021
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
115-422-3750-4260	CONTRACTUAL SERVICES	47,184	-	-	-	-		-
115-422-3750-4270	PROFESSIONAL SERVICES	11,959	-	-	-	-		-
115-422-3750-4300	DEPARTMENT SUPPLIES	3,878	-	-	-	-		-
115-422-3752-4260	CONTRACTUAL SERVICES	28,470	-	-	-	-		-
115-422-3752-4270	PROFESSIONAL SERVICES	7,200	-	-	-	-		-
115-422-3752-4390	VEHICLE ALLOW & MILEAGE	2,760	-	-	-	-		-
115-422-3753-4101	SALARIES-PERMANENT EMPLOYEE	29	-	-	-	-		-
<i>Operations & Maintenance Costs</i>		<i>101,480</i>	-	-	-	-	-	-
Total Appropriations		101,480	-	-	-	-	-	-
ANNUAL SURPLUS/DEFICIT		(1)	-	-	-	-	-	-
Ending Balance:		-	-	-	-	-	-	-

Note: The County of Los Angeles took over management of the Elderly Nutrition Program in FY 2017-2018.



SPECIAL REVENUE, CAPITAL, AND GRANT FUNDS

CALIFORNIA STATE GRANT – HOUSING RELATED PARKS (HRP)

FUND NO. 118

FUND OVERVIEW

The Housing Related Parks (HRP) Program is administered by the California Department of Housing and Community Development. The purpose of the HRP Program is to increase the overall supply of housing affordable to lower income households by providing financial incentives to cities and counties with documented housing starts for newly constructed units affordable to very low or low-income households. The HRP Program provides assistance to cities and counties by offering grants for the creation of new parks or rehabilitation or improvements to existing parks.

MAJOR PROJECTS/PROGRAMS

- Received grant in 2017 to make improvements at Layne Park.

Fund: Housing Related Parks Grant
Resp. Dept: Public Works

Beginning Fund Balance:		-	-	-	-	-	-	-
REVENUES		2017	2018	2019	2020	As of	2020	2021
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
3697-0881	STATE FUNDS	-	113,650	-	-	-	-	-
Total Revenues		-	113,650	-	-	-	-	-
APPROPRIATIONS		2017	2018	2019	2020	As of	2020	2021
	Account Number & Title	Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
118-423-0000-4500	CAPITAL EXPENSE	-	-	-	-	-	-	-
118-423-0000-4600	CAPITAL PROJECTS	-	113,650	-	-	-	-	-
	<i>Capital Projects</i>	-	113,650	-	-	-	-	-
Total Appropriations		-	113,650	-	-	-	-	-
ANNUAL SURPLUS/DEFICIT		-	-	-	-	-	-	-
Ending Balance:		-	-	-	-	-	-	-



SPECIAL REVENUE, CAPITAL, AND GRANT FUNDS

COMMUNITY ORIENTED POLICING SERVICES (COPS) GRANT

FUND NO. 119

FUND OVERVIEW

The Office of Community Oriented Policing Service (COPS) of the Department of Justice awards competitive, discretionary grants directly to law enforcement agencies across the United States to assist in enhancing public safety through implementation of community policing strategies.

In Fiscal Year 2015-2016, the City received grant funding to partially fund an additional police officer position for three years.

MAJOR PROJECTS/PROGRAMS

- Police Officer hired to fill the position funded by the grant.

Fund: COPS Grant
Resp. Dept: Police Department

Beginning Fund Balance:		-	(8,125)	(0)	(0)			(0)
REVENUES	Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
3696-3641	COPS SAFE SCHOOLS	-	53,707	49,342	49,659	-	0%	-
Total Revenue		-	53,707	49,342	49,659	-	0%	-
APPROPRIATIONS	Account Number & Title	2017 Actual	2018 Actual	2019 Actual	2020 Adjusted	As of 12/31/2019	2020 % Used	2021 Proposed
119-225-3641-4101	SALARIES-PERMANENT EMPLOYEES	5,980	31,196	33,831	33,799	9,889	29%	-
119-225-3641-4105	OVERTIME	-	-	-	-	-	0%	-
119-225-3641-4120	O.A.S.D.I.	87	452	490	490	143	29%	-
119-225-3641-4126	HEALTH INSURANCE	689	2,920	3,027	2,969	742	25%	-
119-225-3641-4124	RETIREMENT	-	3,589	3,900	4,405	1,227	28%	-
119-225-3641-4128	DENTAL INSURANCE	90	270	270	270	67	25%	-
119-225-3641-4129	RETIREE HEALTH SAVINGS	95	720	720	720	180	25%	-
119-225-3641-4130	WORKERS COMPENSATION INS.	1,164	6,239	6,766	6,760	1,978	29%	-
119-225-3641-4134	LONG TERM DISABILITY INSURANCE	-	116	240	157	57	36%	-
119-225-3641-4136	OPTICAL INSURANCE	20	60	60	60	15	25%	-
119-225-3641-4138	LIFE INSURANCE	-	20	38	29	9	31%	-
<i>Personnel Costs</i>		8,125	45,582	49,342	49,659	14,307	29%	-
Total Appropriations		8,125	45,582	49,342	49,659	14,307	29%	-
ANNUAL SURPLUS/DEFICIT		(8,125)	8,125	-	-	(14,307)		-
Ending Balance:		(8,125)	(0)	(0)	(0)	(14,307)		(0)



SPECIAL REVENUE, CAPITAL, AND GRANT FUNDS

ALCOHOL BEVERAGE CONTROL (ABC) GRANT

FUND NO. 120

FUND OVERVIEW

The Alcohol Beverage Control (ABC) grant is used to combat the illegal possession and consumption of alcohol by means of minor decoy, shoulder tap, teenage party prevention patrol, DUI saturation patrols and various ABC licensee compliance inspections.

Fund: ABC Alcohol Beverage Control Grant
Resp. Dept: Police

Beginning Fund Balance:		-	(9,809)	(0)				(0)
REVENUES		2017	2018	2019	2020	As of	2020	2021
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
3696-3713	ALCOHOLIC BEVERAGE CONTROL (ABC) GR/	-	28,577	9,809	-	-	-	-
Total Revenues		-	28,577	9,809	-	-	-	-
APPROPRIATIONS		2017	2018	2019	2020	As of	2020	2021
Account Number & Title		Actual	Actual	Actual	Adjusted	12/31/2019	% Used	Proposed
120-225-0000-4103	WAGES-TEMPORARY & PART TIME	-	1,373	-	-	-	-	-
120-225-0000-4105	OVERTIME	-	28,343	-	-	-	-	-
120-225-0000-4120	O.A.S.D.I.	-	489	-	-	-	-	-
120-225-0000-4130	WORKER'S COMPENSATION INS.	-	5,939	-	-	-	-	-
Personnel Costs		-	36,144	-	-	-	-	-
120-225-0000-4300	DEPARTMENT SUPPLIES	-	-	-	-	-	-	-
120-225-0000-4360	PERSONNEL TRAINING	-	2,242	-	-	-	-	-
Operations & Maintenance Costs		-	2,242	-	-	-	-	-
Total Appropriations		-	38,386	-	-	-	-	-
ANNUAL SURPLUS/DEFICIT		-	(9,809)	9,809	-			
Ending Balance:			(9,809)	(0)	(0)			(0)